

RESOLUTION NO \_\_\_\_\_  
RESOLUTION OF THE COUNCIL OF THE CITY OF PALO  
ALTO DESIGNATING 2560 EMBARCADERO ROAD, KNOWN AS  
THE FORMER SEA SCOUT BUILDING, TO BE ELIGIBLE AS A  
“SENDER SITE” IN THE TRANSFER OF  
DEVELOPMENT RIGHTS PROGRAM

WHEREAS, Chapter 18.28.060(d) of the Palo Alto Municipal Code (PAMC) provides for the Council to designate one or more city-owned buildings that are Category 1 or Category 2 on the city’s historic inventory and/or Category I, II, III on the city’s seismic hazards identification list as eligible to participate as “sender sites” in the Transfer of Development Rights program as provided in Chapter 18.18 of the Zoning Code;

WHEREAS, the former Sea Scout Building, located at 2560 Embarcadero Road in the Palo Alto Baylands is designated as a Category I historic building on the City of Palo Alto Historic Inventory; and

WHEREAS, on July 8, 2007, Council approved an Option to Lease Agreement with the Environmental Volunteers, a non-profit educational organization, for the rehabilitation, relocation and reuse of the former Sea Scout Base; and

WHEREAS, on August 6, 2008, the Palo Alto Historic Resources Board reviewed the project plans submitted by Environmental Volunteers and its March 9, 2007 Historic Structures report for the building and recommended approval with conditions to Architectural Review Board and the Director of Planning and Community Environment (Planning Director). The Historic Resources Board affirmed that the proposed rehabilitation of the building meets the definition of “Historic Rehabilitation” set forth in Municipal Code 18.18.030(b), and that the proposed plan complies with the Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings; and

WHEREAS, on August 21, 2008, the Palo Alto Architectural Review Board recommended approval of the project, including a Conditional Use Permit and an Initial Study/Draft Mitigated Declaration; and

WHEREAS, on September 4, 2008, the project received final approval from the Palo Alto Director of Planning and Community Environment.

NOW, THEREFORE, the Council of the City of Palo Alto does RESOLVE as follows:

SECTION 1. The former Sea Scout Building at 2560 Embarcadero Road, shown on the attached Exhibit A, is hereby designated as a “sender site” in the Transfer of Development Rights program.

SECTION 2. The former Sea Scout Building rehabilitation and relocation project was the subject of An Initial Study/Draft Mitigated Declaration for the project which was adopted by the Palo Alto Director of Planning and Community Environment on September 4, 2008.

INTRODUCED AND PASSED:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

ATTEST:

APPROVED:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Senior Asst City Attorney

\_\_\_\_\_  
Director of planning and Community  
Environment

## ATTACHMENT B

### SUMMARY OF ENVIRONMENTAL VOLUNTEERS PROPOSED HISTORIC REHABILITATION, RELOCATION AND REUSE OF THE FORMER SEA SCOUT BASE, 2560 EMBARCADERO ROAD

#### Improvements

- Relocation of the structure intact approximately four feet northwesterly of the existing location, away from the bay, in order to place the building on a new foundation to raise the building 3.5 feet and clear the 100-year base flood elevation.
- Improvements to the 2,600 square foot building including:
  1. the addition of approximately 261 square feet to the second floor mezzanine;
  2. construction of a 3-stall parking lot;
  3. removal of portions of an existing sandbag seawall;
  4. removal of a berm between the building and the road,
  5. rerouting of an existing trail; and landscape improvements.
- Retention of numerous character defining elements for the building in accordance with the Historic Structures Report.
- Retention and reuse each of the significant exterior and interior spaces.

#### Use

- Office headquarters for Environmental Volunteers to conduct its mission, including meetings and training;
- Ecologically-oriented classes and exhibits.

#### Public Benefits

- Benefits youth and the environment;
- Provides public information and education to Baylands visitors
- Rehabilitates and reuses a historic building.
- Incorporates numerous “green” design features;
- Restores the natural area around the site;
- Completes the Marsh Front Trail;
- Provides up to \$75,000 of the cost of construction of a public restroom near the Duck Pond .



## ATTACHMENT C

### SUMMARY OF PROVISIONS FOR TRANSFER OF DEVELOPMENT RIGHTS FOR CITY-OWNED PROPERTY (Palo Alto Municipal Code Chapter 18.28.060 (d))

1. The city council by resolution may, from time to time, designate one or more city-owned buildings that are Category 1 or Category 2 on the city's historic inventory and/or Category I, II, or III on the city's seismic hazards identification list as eligible to participate as "sender sites" in the Transfer of Development Rights program as provided in Chapter 18.18 of the Zoning Code.
2. Before any transferable development rights are offered for sale, the city manager shall establish, in writing, a public process using the city's formal bidding procedures to sell bonus floor area development rights from any sites so designated by the city council.
3. Before formally soliciting the participation of other organizations or agencies in the rehabilitation of a city-owned historic building, the city should have a historic structures report prepared by a qualified expert in accordance with the standards and guidelines of the California State Office of Historic Preservation.
4. Before concluding a sale of transferable development rights for any city building, the city shall comply with Section 18.18.080.
5. The city manager shall establish and maintain a special fund into which all proceeds of the sale of transferable rights, and any interest thereon, shall be deposited. Upon receipt and entry into the accounting records for the fund such monies shall be considered committed to the rehabilitation of the city-owned building from which the development rights were sold, or to the rehabilitation of other city-owned buildings in the Historic Category 1 or 2 or Seismic Hazard Categories I, II, or III.



## ATTACHMENT D

### PROCEDURE FOR SALE/TRANSFER OF DEVELOPMENT RIGHTS FOR CITY-OWNED PROPERTY

(Policy and Procedures 1-46/ASD)

#### POLICY STATEMENT

It is the policy of the City of Palo Alto that the disposal of City property and assets, including the transfer of certified development rights, be accomplished through a public bid process. To assure the highest return for sale of its assets, the process involves an appraisal of fair market value and an open and competitive bid process. The City Council may reject any or all bids and accept that bid which will, in its opinion, best serve the public interest.

#### PROCEDURE

1. Following designation of a city-owned site as an eligible "sender site," and determination of a floor area bonus in accordance with Palo Alto Municipal Code Chapters 18.18.070, 18.18.080 and 18.28.060 (d), the Real Property Manager shall appraise (or have appraised) the value of the rights to be sold to determine a minimum bid.
2. The Real Estate Division shall prepare a Request for Proposals (RFP) to be placed on the Council Consent Calendar for approval. The RFP shall specify whether overbids shall be accepted.
3. Upon approval by the Council:
  - 1) An ad shall be placed in the Real Estate section of the local newspapers.
  - 2) Flyers advising of the offering shall be sent to all persons on the Real Estate Division "Surplus Property Mailing List," persons owning eligible "receiver sites," local developers and others likely to be interested in the offering.
4. The bid opening shall be scheduled by the Real Property Manager and the Purchasing Manager. At the bid opening the Purchasing Division shall:
  - 1) Open Sealed bids
  - 2) If specified in the RFP, accept oral bidding beginning at 5% above the highest written bid.
5. The Real Estate Division shall forward the results of the bidding to the Council with a staff recommendation. The Council may reject any or all bids and accept that bid which will, in its opinion, best serve the public interest.

