



Legislation Text

File #: 15-534, **Version:** 1

Staff Report for Proposed Amendments to the City of San Leandro Zoning Code Related to Residential, Commercial, and Industrial Uses; Brewpubs; Consignment Stores; Day Care Facilities; Parking; Wireless Telecommunications Facilities; Supportive and Transitional Housing; Warehouse/Storage Facilities; Application Processing; and General Text Updates in Zoning Code Articles 3, 5, 6, 7, 8, 16, and 17

SUMMARY AND RECOMMENDATIONS

Revisions to the Zoning Code are needed in response to recent changes in State and Federal legislation and to continue the ongoing effort to modernize the code and increase its flexibility.

The proposed changes include new definitions for Consignment, Supportive Housing, Target Population, and Transitional Housing. Changes will also be made to existing definitions for Brewpub, Domestic Violence Safe House, Family, Group Housing, Homeless Shelters, Single Housekeeping Unit, and Warehousing - Wholesale/Retail Distribution Facilities and Warehousing-Storage Facilities. Changes are also proposed to the discretionary review process for Day Care Facilities; Home Improvement and Interior Décor; Industry, Custom; Supportive Housing; Transitional Housing; and Warehouse/Storage Facilities.

Additionally, several implementation actions are included to meet statutory definitions for Emergency, Supportive and Transitional Housing pursuant to the recently adopted Housing Element Update of the City's General Plan, as well as State law pursuant to SB745. These changes represent an effort to improve access to housing for all individuals and households, including persons with disabilities. Zoning Code amendments are also proposed in response to changes in Federal legislation regarding wireless telecommunications facilities and the timeframes under which they are required to be processed by local jurisdictions and the permitting process for certain types of wireless facilities. Minor changes are proposed to parking standards for Residential, Mixed Use and Multi-Family Residential, and Shared Parking. And finally, minor clean-up items are also included as part of this effort. Proposed amendments to Zoning Code Articles 3, 5, 6, 7, 8, 16 and 17 are attached.

Staff recommends that the City Council take public testimony on the proposed amendments and:

- A. Adopt the findings that this item is exempt from CEQA under Section 15061(b)(3) and Section 15305 of the CEQA Guidelines.
- B. Adopt the Ordinance amending the City of San Leandro Zoning Code Article 3 Definitions; Article 5 Residential Districts; Article 6 Commercial and Professional Districts; Article 7 Industrial Districts; Article 8 Open Space District; Article 16 Development Regulations; and Article 17 Off-Street Parking and Loading Regulations.

BACKGROUND

In order to respond to recent changes in State and Federal legislation and to continue the ongoing

effort to modernize the code and increase its flexibility, the City proposes amendments to the Zoning Code. The proposed changes resulted from research into what other jurisdictions are doing with their Zoning Codes, as well as discussion with staff from Community Development and the City Attorney's Office.

The full set of proposed Zoning Code changes can be found in the attached Ordinance, Exhibits A through G (proposed amended Zoning Code Articles 3, 5, 6, 7, 8, 16, and 17.) Please note that the changes proposed to the Zoning Code text follow the protocol for formal ordinances, i.e. underline and bolded text represents new text proposed to the Zoning Code; strike-through text represents text to be eliminated.

Attached to this staff report is Exhibit A, Matrix of Use Classifications and Zoning Districts, which shows in red font the proposed use changes in a summary table under each respective commercial and industrial zoning district.

Analysis

Article 3, Definitions

A number of changes to the Zoning Code are proposed to comply with Federal legislation, to clean up outdated language and for general clarification purposes. Please see the attached Ordinance, Exhibit A (Proposed Amended Article 3, Definitions) for the corresponding changes to the definitions listed below:

- Brewpub
- Consignment (new)
- Domestic Violence Safe House
- Emergency Shelters (formerly Homeless Shelters)
- Family
- Group Housing
- Single Housekeeping Unit
- Supportive Housing (new)
- Target Population (new)
- Transitional Housing (new)

Article 5, Residential Districts

Day Care, General

Staff proposes to change the discretionary approval process for "Day Care, General" from a Conditional Use Permit to Administrative Review in the RO, RS, RD, and RM Residential Districts (Sections 2-504, 2-506, 2-508, and 2-510) to reduce the amount of local regulation that these types of uses are subject to, since they serve an important community need. The Administrative Review process will still provide staff with a sufficient amount of review to ensure land use compatibility with these types of uses in residential districts.

Home Occupations

Staff had proposed changing wording in Section 2-514 C.1 of Article 5 of the Code to clarify that customers are not allowed to come to the applicant's address in conjunction with a home occupation in order to reduce traffic and other potential impacts to a residential neighborhood. However, both the

Board of Zoning Adjustments and the Planning Commission had concerns with the proposed new wording, so it has been removed from the proposed changes.

Article 6, Commercial and Professional Districts

Day Care, Limited

Staff proposes to change the discretionary approval process for “Day Care, Limited” from a Conditional Use Permit to Administrative Review in the SA-2 District (Section 2-630) to reduce the amount of local regulation that these types of uses are subject to, since they serve an important community need. The Administrative Review process will still provide staff with a sufficient amount of review to ensure land use compatibility with these types of uses in the affected commercial district.

Day Care, General

Staff proposes to change the discretionary approval process for “Day Care, General” from a Conditional Use Permit to Administrative Review in the CN, CC, CR, P, SA-1, SA-2, DA-1, DA-2, DA-3, DA-4, DA-5, and DA-6 Districts (Sections 2-604, 2-606, 2-614, 2-618, 2-628, 2-630, 2-636, 2-638, 2-640, 2-642, 2-644, and 2-646) to reduce the amount of local regulation that these types of uses are subject to, since they serve an important community need. The Administrative Review process will still provide staff with a sufficient amount of review to ensure land use compatibility with these types of uses in the affected commercial districts.

Industry, Custom

Staff proposes to add “Industry, Custom” as a conditionally-permitted use in the DA-2, DA-3, DA-4, DA-5 and DA-6 Downtown Area Districts (Sections 2-638, 2-640, 2-642, 2-644, and 2-646) to keep up with technological advancements, such as light- industrial applications like 3-D printing that have few land use impacts and could be appropriate in certain commercial districts. The Conditional Use Permit process will provide staff with a sufficient amount of review to ensure land use compatibility with these types of uses in the affected commercial districts.

Home Improvement and Interior Decoration

Staff proposes to add Home Improvement and Interior Decoration as a conditionally-permitted use in the DA-3, DA-4, DA-5 and DA-6 Districts (Sections 2-640, 2-642, 2-644 and 2-646) to allow more flexibility in the code for small design studios, hardware stores, lighting and fixture stores and paint stores that could serve higher density uses. The Conditional Use Permit process will provide staff with a sufficient amount of review to ensure land use compatibility with these types of uses in the affected commercial district.

Article 7, Industrial Districts

Day Care, General

Staff proposes to change the discretionary approval process for “Day Care, General” from a Conditional Use Permit to Administrative Review in the IL, IG, IP, and IL(AU), IG(AU), and IP(AU) Industrial Districts (Sections 2-704, 2-706, 2-708, 2-710, 2-712, and 2-714) of Article 7 to reduce the amount of local regulation that these types of uses are subject to, since they serve an important community need. The Administrative Review process will still provide staff with a sufficient amount of review to ensure land use compatibility with these types of uses in the affected industrial districts.

Emergency Shelters

Staff proposes to rename homeless shelters to “emergency shelters” in the IL and IL(AU) Districts (Sections 2-704 and 2-710) since the City had intended previously for them to be one and the same. Additionally, emergency shelters are proposed to be added as a permitted use in the IL and IL(AU) Districts to be consistent with the wording in the 2015 - 2023 Housing Element and with State law.

Warehouse/Storage Facilities

Currently, the Code allows for Warehouse - Storage Facilities as a permitted use in all industrial districts. However, if the use is proposed to occupy a building constructed after August 15, 2001 (the date of the previous Code amendment), or an existing building will be expanded 10,000 square feet or more, a conditional use permit is required. Affected sections of Article 7 include Sections 2-704, 2-706, 2-708, 2-710, 2-712, and 2-714.

Staff proposes to add clarifying language to the Warehouse - Storage Facilities use in all industrial districts to remove outdated language referring to the date of the previous text amendment (“August 15, 2001”) and to add new language that clarifies that if a new building is proposed to accommodate this type of use, then a conditional use permit will be required.

These proposed Code amendments serve to implement Strategy 3.1.1 of the *2013 Next Generation Workplace District Study* by boosting the attraction of value-added companies on vacant industrial parcels and developing industrial properties to their fullest potential with land uses that enhance the economic base of the City. This Code amendment would serve to encourage smaller, advanced manufacturing uses that would increase the quality as well as the quantity of employment opportunities in the industrial districts. Existing or proposed uses that continue a similar type of business with no expansion of an existing building would not be impacted by this Code amendment.

Warehouse - Wholesale/Retail Distribution Facilities

Currently, the Code allows for Warehouse - Wholesale / Retail Distribution Facilities as a permitted use in the IL, IG, IL(AU), and IG(AU) Districts. They are also allowed as a permitted use in the IP and IP(AU) if the proposed use is within an enclosed structure. Affected sections of Article 7 include Sections 2-704, 2-706, 2-708, 2-710, 2-712, and 2-714.

Staff proposes adding clarifying language to Warehouse - Wholesale / Retail Distribution Facilities in all industrial districts to require a conditional use permit if an existing building will be expanded more than 10,000 square feet or if a new building is proposed to accommodate the use. The proposed Code amendments serve to implement Strategy 3.1.1 of the *2013 Next Generation Workplace District Study* by boosting the attraction of value-added companies on vacant industrial parcels and developing industrial properties to their fullest potential with land uses that enhance the economic base of the City.

Smaller industrial buildings under 10,000 square feet in size tend to be desirable for reuse for niche-type manufacturing businesses, such as metals and machining, instruments and process controls, research and development, and food and beverage processing, and the City wants to encourage these types of uses in the industrial districts. Existing or proposed uses that continue a similar type of business would not be impacted by this Code amendment.

The *2013 Next Generation Workplace District Study* suggested that given the current, large square footages of low-density, low value-added uses in the industrial districts, even a small shift in the percentage of that space to advanced manufacturing and related industrial uses - particularly by

building on the specializations still found in the districts - would increase the quality as well as quantity of employment. Currently, there are over twenty, large vacant parcels - parcels with more than 100,000 square feet of undeveloped space - that are potentially vulnerable to development. These currently allowable warehouse and distribution uses tend to have low employment density per square foot. The proposed Code amendments will facilitate the move towards higher value-added uses in the industrial areas.

Article 8, Open Space District

As a result of changes to Article 16, Section 4-1686 (as discussed below), staff proposes changing the wording in Article 8, Open Space District to reflect that the permitting process for architecturally-integrated antennas and co-locations and modifications have been changed from a Conditional Use Permit to an Administrative Review process in Section 2-806, and as also shown in Table 1 of Article 16, Section 4-1686.

Article 16, Wireless Telecommunications Facilities

Staff has included language in Section 4-1686 to be consistent with recent changes in Federal legislation regarding how wireless telecommunications facilities are required to be processed and the timeframes under which they are required to be processed by local jurisdictions. For example, according to the new federal regulations, certain types of co-locations or modifications require that the City issue a building permit within sixty (60) days of an application. These changes will bring the City's ordinance in compliance with Section 6409(a) of the Middle Class Tax Relief and Job Creation Act of 2012 {47 U.S.C.A. §1455}. Additionally, for clarification purposes, new definitions are proposed to be added for "base station," "eligible facilities request," and "maintenance." Existing definitions for "alternative tower structure," "substantial modification," and "tower" are proposed to be amended to respond to these legislative changes. Additionally, the permitting process for architecturally-integrated antennas and co-locations and modifications have been changed from a Conditional Use Permit to an Administrative Review process in the RO, RS, RD, DA-3, DA-4 and OS Districts (Sections 2-504, 2-506, 2-508, 2-640, and 2-642) as shown in the modifications to Table 1 of Article 16, Section 4-1686.

Supportive and Transitional Housing

Staff proposes to add a new section under "All Districts" in Article 16 (Section 4-1656) to address development regulations for supportive and transitional housing in compliance with State law. This Code amendment would remove any special requirement which applies to supportive and transitional housing and would specify that they are subject to the same requirements as other residential uses of the same type in the same zone in order to be consistent with the City's 2015 - 2023 Housing Element Update of the General Plan and State law. Senate Bill (SB) 745 changed the entitlement process that local jurisdictions can apply to housing types such as supportive and transitional housing to ensure that they are treated the same as other residential housing types.

Proposed Amendments to Article 17, Parking

In Section 4-1702.K of Article 17, staff has eliminated reference to "Davis, Carpentier and Thornton Streets" in the TOD Strategy Parking Requirements, since the term "adjacent" has now been clarified to mean "within ¼ mile" of the BART Station to allow for a broader interpretation. Staff proposes to add parking standards to Section 4-1704 for "Supportive Housing" and "Transitional Housing" to comply with State law. Additionally, staff is clarifying the term "adjacent" in the DA Districts to mean "within ¼ mile," due to the need for more specific criteria for proposed development projects. Parking standards for the SA and DA Districts have been grouped together in the parking table for ease of

interpretation.

Guest parking ratios have been added into the existing parking ratios for Residential, Mixed Use and Multi-Family use classifications for ease in interpretation. In addition, the Planning Commission at its August 20th meeting considered a staff clarification regarding proposed changes to guest parking regulations for 3 units or less because staff determined that they were inconsistent with existing guest parking requirements. Consequently, staff noted the proposed changes were not needed and would be deleted.

The parking ratio for “Vehicle / Equipment Repair” has been changed to “1 space per 400 square feet” to be consistent with similar, automotive uses in the Industrial areas. Wording has also been added to Section 4-1708 to encourage shared parking in mixed-use districts. With these proposed changes, it is believed that Action 59.02 in the 2015 - 2023 Housing Element Update of the General Plan will be implemented.

Proposed General Text Updates

Part of the proposed amendments will include several, minor text clean-up items that staff identified, as shown below.

1. Article 3, Definitions: “Warehousing - Storage Facilities” and “Warehousing - Wholesale / Retail Distribution Facilities” are proposed to be changed to “Warehousing - Storage Facilities” and “Warehousing - Wholesale / Retail Distribution Facilities” for language consistency.
2. Article 6, Commercial and Professional Districts, Section 612 B.2: A remnant land use classification exists called “Warehouse - Storage and Shipping Facilities” which will be amended to “Warehouse - Storage Facilities” for consistency throughout the Code.
3. Article 6, Commercial and Professional Districts, Section 2-686 staff will remove duplicate wording for the Maximum Retail FAR, as shown on Page 53.

Minor corrections, such as typos have also been included as part of this effort.

Current Agency Policies

- Downtown Transit Oriented Development Strategy
- Next Generation Workplace District Study

Applicable General Plan Policies

The proposed Zoning Code Update seeks to correct and clarify sections of the Code to keep up with changing technologies and land use trends. By tightening up the regulations for Wireless Telecommunications Facilities, the City will comply more closely with Federal regulatory changes. By updating the regulations for Housing, the City also will follow more closely with what other jurisdictions are doing and comply more closely with State regulatory changes. Modifications to the other residential, commercial and industrial district development regulations, as well as the parking requirements will create more economic opportunities for San Leandro residents to start businesses and engage in innovative new employment, as well as implement General Plan policies.

The following broad policies in the General Plan promote economic diversity, adaptive re-use and adaptation of industrial and commercial buildings and job opportunities:

Policy 6.01-B Downtown Zoning Changes- *Update the Zoning Code to incorporate the recommendations of the Downtown Plan and Urban Design Study to ensure that the goals and policies in the General Plan can be successfully implemented.*

Policy 7.06-B Market-Oriented Zoning Review- *Regularly review the Zoning Code to respond to real estate market and development trends, as well as changes in technology.*

Policy 8.02 Retail Diversity - *Encourage a diverse range of commercial uses in the City, offering goods and services that fully meet the needs of San Leandro residents and businesses.*

Policy 12.03 Job Opportunities for Residents - *Promote opportunities for San Leandro residents to find suitable employment within the community.*

The General Plan fosters the development of a strong and healthy industrial and office employment base in the City. And, the Next Generation Study encourages the City to allow greater business-serving amenities in the industrial areas. The following General Plan policies support the proposed changes to Articles 6 and 7.

Policy 7.01 Industrial Assets - *Build on the strengths of the City's existing industrial base, transportation infrastructure, and proximity to Oakland International Airport in the City's business development efforts.*

Policy 7.02 Economic Diversity - *Promote economic diversity and the growth of new and emerging industries. Target businesses that will provide higher-paying jobs for San Leandro residents.*

Policy 7.03 Sustainable Manufacturing - *Promote environmentally sustainable manufacturing practices by San Leandro businesses and focus business attraction efforts on clean, environmentally-friendly businesses.*

Policy 7.04 Tech-Sector Recruitment - *Attract and retain technology ("high tech") companies by improving technology infrastructure, targeting such companies through marketing, supporting incubator and start-up firms, and maintaining development regulations which facilitate the adaptive reuse of older industrial buildings.*

Policy 7.06 Adaptive Reuse - *Encourage private reinvestment in vacant or underutilized industrial and commercial real estate to adapt such property to changing economic needs, including the creation of flex/office space.*

Policy 10.01 Reuse of Older Buildings - *Support the reuse of underused, vacant, or obsolete industrial buildings with higher value uses that are consistent with the goals and policies of the General Plan.*

Promoting the positive image of the city as a desirable place in which to do business consists in part on attracting emerging technologies. The following General Plan policy encourages the enhancement of these qualities:

Policy 11.03 Technology/Telecommunication Recruitment - *Implement programs to attract businesses in economic sectors that are emerging or underrepresented in San Leandro. This should include the development of infrastructure to facilitate the growth of technology and telecommunication firms within the City.*

And, the General Plan proactively addresses the special housing needs of the community, including emergency shelters, supportive housing and transitional housing. The following General Plan policies address these housing needs:

Policy 58.08 Homelessness - *Continue to support programs that prevent or relieve homelessness in the Bay Area. Work with local non-profits, other public agencies, and community organizations to provide food, shelter, rapid re-housing and other services to men, women and children who are homeless, at risk of becoming homeless, or transitioning out of homelessness.*

Policy 58.08-C Regulation of Emergency Shelter - *Maintain Zoning Code regulations which allow emergency shelter as a matter of right on Industrial-Light (IL zoned parcels, and as a conditional use in one more additional zoning districts. In addition, the zoning code should include definitions of “supporting housing,” and “transitional housing”.... The Code should also clarify that, consistent with State law, these uses are allowed in all districts where housing is a permitted use. In addition, definitions should be consistent with those established in SB 745....*

Policy 59.01 Zoning Regulations - *Ensure that the development standards, use restrictions, parking requirements, and other regulations contained in the San Leandro Zoning Code enable the production of housing for all income groups. Overly restrictive or redundant requirements should be strongly discouraged.*

Policy 60.01 Ending Housing Discrimination - *Encourage and directly support effective programs working toward the elimination of arbitrary housing discrimination based on age, race, sex, sexual orientation, marital or family status, ethnic background, medical condition, disability status, or other arbitrary factors.*

Finally, the General Plan encourages revisions to the City’s parking standards to more easily accommodate shared parking. The following General Plan policy addresses this need:

Policy 59.02-A Amendments to the Parking Requirements - *Consider, and if appropriate amend, the parking standards in the San Leandro Zoning Code to incorporate changes including 1) elimination of guest parking requirements for buildings with less than 4 units, and 2) provide greater incentives and provisions for shared parking for mixed use projects and projects in transit-oriented development areas.*

The proposed amendments to the Zoning Code would allow more amenities in the industrial and commercial zones and will implement business development goals by encouraging adaptive re-use of vacant industrial buildings. Additionally, they would comply more closely with Federal and State and regulatory guidelines concerning wireless telecommunications facilities and housing and would amend the City’s parking requirements to allow shared parking in mixed-use districts. The proposed changes would also minimize the cost and time associated with development review, while still adequately addressing community and environmental concerns by streamlining the permitting process for projects that are consistent with the General Plan.

Environmental Review

The proposed amendments to the Zoning Code are exempt from environmental review, per Section 15061(b)(3) of the CEQA Guidelines, under the general rule exemption that provides where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect

on the environment that the activity is not subject to CEQA. Section 15305, Minor Alteration in Land Use Limitations also applies. In addition, CEQA defines “project” as an activity that may result in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment (Public Resources Code Section 21065). The approval of the proposed zoning code text amendments does not approve any development project, nor does it either directly or indirectly disturb the physical environment.

Board/Commission Review and Actions

On August 6, 2015, Planning staff presented to the Board of Zoning Adjustments (BZA) for its comments on the proposed Zoning Code amendments. The Board’s primary comments were:

- A) Delete the proposed changes preventing customers from visiting Home Occupations;
- B) Provide more quantification regarding the Brewpub definition;
- C) Eliminate wording such as “upscale” and “gently used” in the Consignment definition;
- D) Consider changing the clarification that “adjacent to BART” means “within ¼ mile of BART;”
and
- E) Revisit the issue of Live Music.

The complete discussion of this matter at the August 6 BZA meeting can be heard on the City of San Leandro website at http://sanleandro.granicus.com/MediaPlayer.php?view_id=2&clip_id=745.

On August 20, 2015, the Planning Commission held a public hearing and reviewed the proposed changes. There were two individuals who made public comments at the meeting: Janet Palma (BZA Member) and Darlene Evans (public). The primary comments related to proposed changes to home occupations, stating that they were not realistic and that it would be more appropriate to place practical restrictions on this use. The Commission approved the CEQA Findings of Exemptions and made three revisions to the staff proposal, as follows:

- A) Delete the proposed wording relating to limiting customers at Home Occupations;
- B) Change the “Brewpub” definition to clarify that it means a public house (pub) or restaurant that brews on the premises; and
- C) Revise the “Consignment” definition to strike out any subjective language, such as ‘gently-used’ or ‘upscale.’

With the above changes to the staff proposal, the Planning Commission voted to recommend approval of the Zoning Code Amendments to City Council by a vote of 6-0 (with 1 Commissioner absent). The complete discussion of this matter at the August 20th Planning Commission meeting can be heard on the City of San Leandro website at:

http://sanleandro.granicus.com/MediaPlayer.php?view_id=2&clip_id=748

All of the above changes have been included in the attached Ordinance recommended for City Council adoption.

This item was also brought before the Board of Zoning Adjustments (BZA) as a courtesy as it is not the recommending body for Zoning Code changes. The Board’s primary comments were shared with the Planning Commission. These included:

- A) Delete the proposed changes preventing customers from visiting Home Occupations;
- B) Provide more quantification regarding the Brewpub definition;

- C) Eliminate wording such as “upscale” and “gently used” in the Consignment definition;
- D) Consider changing the clarification that “adjacent to BART” means “within ¼ mile of BART;”
and
- E) Revisit the issue of Live Music.

The complete discussion of this matter at the August 6 BZA meeting can be heard on the City of San Leandro website at http://sanleandro.granicus.com/MediaPlayer.php?view_id=2&clip_id=745.

Summary of Public Outreach Efforts

A courtesy notice was sent to all neighborhood associations and to the San Leandro Chamber of Commerce. Notification of the August 20, 2015 Planning Commission meeting included a legal ad in the Daily Review and posting of the meetings at City Hall a minimum of 72 hours in advance of the meeting dates. Additionally, notification of the September 21, 2015 City Council meeting included a legal ad in the Daily Review and posting of the meetings at City Hall a minimum of 72 hours in advance of the meeting dates. Notices of the City Council meeting were sent to all neighborhood associations and to the San Leandro Chamber of Commerce also. No public comments have been received as of the writing of this report.

Legal Analysis

The proposed Zoning Code amendments were analyzed by the City Attorney’s Office and found to be in conformance with the California Government Code as well as the local General Plan and Zoning Code.

ATTACHMENTS

Attachment to Staff Report

- Exhibit A: Matrix of Industrial and Commercial Use Classifications and Zoning Districts (11” x 17”)

Attachments to Ordinance

- Exhibit A: Proposed Amended Article 3 Definitions (excerpts only)
- Exhibit B: Proposed Amended Article 5 Residential Districts (excerpts only)
- Exhibit C: Proposed Amended Article 6 Commercial and Professional Districts (excerpts only)
- Exhibit D: Proposed Amended Article 7 Industrial Districts (excerpts only)
- Exhibit E: Proposed Amended Article 8 Open Space District (excerpts only)
- Exhibit F: Proposed Amended Article 16 Development Regulations, Section 4-1656, Supportive and Transitional Housing; and Section 4-1686, Wireless Telecommunications
- Exhibit G: Proposed Amended Article 17 Off-Street Parking and Loading Requirements (excerpts only)

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