REGULAR MEETING AGENDA

Date: 4/10/2023
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 862 5880 9056 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

Members of the public can listen to the meeting and participate using the following methods.

How to participate in the meeting

- Access the live meeting, in-person, at the City Council Chambers
- Access the meeting real-time online at:
  zoom.us/join – Meeting ID# 862 5880 9056
- Access the meeting real-time via telephone (listen only mode) at:
  (669) 900-6833
  Regular Meeting ID # 862 5880 9056
  Press *9 to raise hand to speak
- Submit a written comment online up to 1-hour before the meeting start time:
  planning.commission@menlopark.gov*
  Please include the agenda item number related to your comment.

  *Written comments are accepted up to 1 hour before the meeting start time. Written messages are provided to the Planning Commission at the appropriate time in their meeting.

Subject to change: The format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the city website menlopark.gov. The instructions for logging on to the webinar and/or the access code is subject to change. If you have difficulty accessing the webinar, please check the latest online edition of the posted agenda for updated information (menlopark.gov/agendas).

Regular Meeting

A. Call To Order

B. Roll Call

C. Reports and Announcements

D. Public Comment

Under "Public Comment," the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under public comment for a limit of three minutes. You are not required to provide your name or City of residence, but it is helpful. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

E. Consent Calendar

E1. Approval of minutes from the December 12, 2022, Planning Commission meeting. (Attachment)

E2. Approval of minutes from the January 9, 2023, Planning Commission meeting. (Attachment)

F. Public Hearing

F1. Architectural Control and Use Permit/Jamie D'Alessandro/961 El Camino Real:
Consider and adopt a resolution to approve an architectural control for exterior and interior modifications to an existing commercial building to remove a door and window, reconfigure gross floor area to close off an existing recessed area, add a window to the front facade and create a new entry to the side of the building, in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The gross floor area of the building would not increase as part of the project. Additionally, the proposal includes modifications to the landscaping including a new deck and trellis. The request also includes a use permit for a live entertainment, on-site consumption of alcohol and outdoor seating for the proposed restaurant use; determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. As part of the review, the Planning Commission will need to determine whether the sale of alcohol at this location serves a public convenience or necessity, in accordance with the requirements of the State Department of Alcoholic Beverage Control (ABC). (Staff Report #23-025-PC)

F2 and G1 are associated items with a single staff report

F2. Draft Environmental Impact Report (Draft EIR) Public Hearing/ Tarlton Properties, LLC/1105-1165 O'Brien Drive and 1 Casey Court (referred to as the 1125 O'Brien Drive project):
Public hearing to receive comments on the Draft EIR to develop a five-story research and development (R&D) building containing approximately 131,825 square feet of gross floor area, in the LS-B (Life Sciences, Bonus) zoning district. This includes 129,166 square feet of R&D uses and 2,659 square feet of commercial (Café) uses. The proposed project floor area ratio (FAR) would be 74 percent. The project site consists of four parcels containing three one-story buildings of approximately 59,866 square feet and an existing drainage channel. The project site is commonly

referred to as 1125 O'Brien Drive and includes buildings currently addressed 1105, 1135 and 1165 O'Brien Drive and 1 Casey Court. The proposed project would include 229 parking spaces in surface parking lots located behind the building and adjacent to the building along O'Brien Drive. The two surface parking lots would be accessed from O'Brien Drive and Casey Court. The proposed project includes requests for a use permit, architectural control, below market rate housing in-lieu fee, and environmental review. The proposal includes a request for an increase in height and FAR under the bonus level development allowance in exchange for community amenities. The applicant is proposing payment of a community amenities in-lieu fee. The project includes a hazardous materials use permit request to allow a diesel generator to operate the facilities in the event of a power outage or emergency. The proposed project includes requests to modify the surface parking along street frontage requirements along Casey Court, and to transfer development rights (height) from the applicant controlled parcel at 1140 O'Brien Drive to comply with the Zoning Ordinance average height requirement. If necessary to ensure water flow volumes for the proposed project meet the requirements of the Menlo Park Fire Protection District and based on timing of the necessary water line improvements, the proposed project also could include upgrades of water lines beneath O'Brien Drive from the project site frontage to the intersection with Willow Road. The environmental effects of upgrading the waterlines were previously evaluated in the certified EIR for the 1350 Adams Court project. The proposed project is requesting an exception from the City's reach code to allow for the use of natural gas for space conditioning in the laboratory spaces. The proposed project also includes a request to remove 11 heritage trees. The focused Draft EIR was prepared to address potential physical environmental effects of the proposed project in the following areas: transportation, population and housing, air quality, greenhouse gas emissions, noise (operation – traffic noise, construction noise and vibration), cultural and tribal resources, and biological resources. In accordance with CEQA, the certified program-level ConnectMenlo EIR served as the first-tier environmental analysis. Further, the focused Draft EIR was prepared in compliance with the terms of the Settlement Agreement between the City of East Palo Alto and the City of Menlo Park. The Draft EIR identifies significant and unavoidable environmental impacts from noise (construction noise and vibration) and greenhouse gas (GHG) emissions (conflicts with applicable plans and policies and cumulative GHG emissions). The project site does not contain a toxic release site, per Section 6596.2 of the California Government Code. The City is requesting comments on the content of this Draft EIR. Written comments on the Draft EIR may be also submitted to the Community Development Department (701 Laurel Street, Menlo Park) no later than 5:00 p.m. on May 8, 2023. (Staff Report #23-026-PC)

G. Study Session

G1. Study Session for a Use Permit, Architectural Control, Lot Merger, Below Market Rate Housing In-Lieu Fee, and Environmental Review/Tarlton Properties, LLC/1105-1165 O'Brien Drive and 1 Casey Court (referred to as the 1125 O'Brien Drive project):
Request for a study session for a use permit, architectural control, below market rate housing in-lieu fee, and environmental review to to develop a five-story research and development (R&D) building containing approximately 131,825 square feet of gross floor area, in the LS-B (Life Sciences, Bonus) zoning district. This includes 129,166 square feet of R&D uses and 2,659 square feet of commercial (Café) uses. The proposed project floor area ratio (FAR) would be 74 percent. The project site consists of four parcels containing three one-story buildings of approximately 59,866 square feet and an existing drainage channel. The project site is commonly referred to as 1125 O'Brien Drive and includes buildings currently addressed 1105, 1135 and 1165 O'Brien Drive and 1 Casey Court. The proposed project would include 229 parking spaces in surface parking lots located behind the building and adjacent to the building along O'Brien Drive. The two surface parking lots would be

accessed from O'Brien Drive and Casey Court. The proposed project includes requests for a use permit, architectural control, below market rate housing in-lieu fee, and environmental review. The proposal includes a request for an increase in height and FAR under the bonus level development allowance in exchange for community amenities. The applicant is proposing payment of a community amenities in-lieu fee. The project includes a hazardous materials use permit request to allow a diesel generator to operate the facilities in the event of a power outage or emergency. The proposed project includes requests to modify the surface parking along street frontage requirements along Casey Court, and to transfer development rights (height) from the applicant controlled parcel at 1140 O'Brien Drive to comply with the Zoning Ordinance average height requirement. If necessary to ensure water flow volumes for the proposed project meet the requirements of the Menlo Park Fire Protection District and based on timing of the necessary water line improvements, the proposed project also could include upgrades of water lines beneath O'Brien Drive from the project site frontage to the intersection with Willow Road. The environmental effects of upgrading the waterlines were previously evaluated in the certified EIR for the 1350 Adams Court project. The proposed project is requesting an exception from the City's reach code to allow for the use of natural gas for space conditioning in the laboratory spaces. The proposed project also includes a request to remove 11 heritage trees. (Staff Report #23-026-PC)

H. Informational Items

H1. Future Planning Commission Meeting Schedule – The upcoming Planning Commission meetings are listed here, for reference. No action will be taken on the meeting schedule, although individual Commissioners may notify staff of planned absences.

- Regular Meeting: April 24, 2023
- Regular Meeting: May 1, 2023

H. Adjournment

At every regular meeting of the Planning Commission, in addition to the public comment period where the public shall have the right to address the Planning Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Planning Commission on any item listed on the agenda at a time designated by the chair, either before or during the Planning Commission's consideration of the item.

At every special meeting of the Planning Commission, members of the public have the right to directly address the Planning Commission on any item listed on the agenda at a time designated by the chair, either before or during consideration of the item. For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or before, the public hearing.

Any writing that is distributed to a majority of the Planning Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available by request by emailing the city clerk at jaherren@menlopark.gov. Persons with disabilities, who require auxiliary aids or services in attending or participating in Planning Commission meetings, may call the City Clerk's Office at 650-330-6620.

Agendas are posted in accordance with Cal. Gov. Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the city website at menlopark.gov/agendas and can receive email notification of agenda postings by subscribing at menlopark.gov/subscribe. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 4/5/2023)

REGULAR MEETING DRAFT MINUTES

Date: 12/12/2022
Time: 7:00 p.m.
Location: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Chris DeCardy called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Barnes, Chris DeCardy (Chair), Linh Dan Do, Cynthia Harris (Vice Chair), Jennifer Schindler, Henry Riggs, Michele Tate

Staff: Matt Pruter, Associate Planner; Corinna Sandmeier, Acting Principal Planner

C. Reports and Announcements

None

D. Public Comment

- Jenny Michele, Coleman Place Neighborhood Block, commented on the Housing Element analysis, disparities of housing densities, retail services and restaurants between District 1 and District 5, and continuing jobs to housing imbalance.

E. Consent Calendar

E1. Approval of minutes from the October 3, 2022, Planning Commission meeting. (Attachment)

ACTION: Motion and second (Riggs/Harris) to approve as submitted; passes 6-0-1 with Commissioner Schindler abstaining.

F. Public Hearing 1

F1. Consider and adopt a resolution to deny a variance to reduce the number of required off-street parking spaces from two compliant spaces to one compliant space and to approve a use permit to demolish an existing one-story, single-family residence and construct a new two story residence on a substandard lot with regard to minimum lot width in the R-1-U (Single Family Urban Residential) zoning district, at 715 Laurel Avenue; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction of small structures. The project includes an attached ADU which is a permitted use. (Staff Report #22-071-PC)

Associate Planner Chris Turner reported on the item.

Jackson Lindsey, project manager, and Tyler Kobick, principal, Design Draw Build, spoke on behalf of the project.

Chair DeCardy opened the public hearing and closed it as no persons requested to speak.

The Commission discussed neighbor outreach and window placement, the second parking space required and request for variance from that standard as well as continuance to make findings to grant the variance or to redesign to accommodate the second parking space differently than the alternative presented.

Commissioner Riggs moved as recommended in the draft resolution; Commissioner Barnes seconded the motion.

Vineet Mehta, property owner, spoke on behalf of the project.

The Commission discussed broadening the added condition recommended by staff to include working with staff on a solution for the second parking space through a memo process to Commission.

Commissioners Riggs and Barnes as the maker of the motion and the second based on the discussion expanded the additional condition to solve for the second parking space working with staff and through conformance memo review by the Commission.

ACTION: Motion and second (Riggs/Barnes) to adopt a resolution to deny a variance to reduce the number of required off-street parking spaces from two compliant spaces to one compliant space and to approve a use permit to demolish an existing one-story, single-family residence and construct a new two story residence on a substandard lot with regard to minimum lot width in the R-1-U (Single Family Urban Residential) zoning district, at 715 Laurel Avenue; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction of small structures with the following condition added; passes 7-0.

Add Condition 2a: Simultaneous with the submittal of a complete building permit application, the applicant shall submit a revised design to accommodate a second compliant parking space. The revised design may include minor modifications to the appearance of the residence, relocation of the footprint, or a combination of these modifications, provided they are required to accommodate the parking space. The revised site plan shall indicate the location of the second parking space. The revised plans shall be submitted to the Planning Division for review and approval, and the plans shall be sent to the Planning Commission accompanied by a memo detailing how the revisions comply with the condition.

F2 and G1 are associated items with a single staff report

F2. Public hearing to receive comments on the Draft Environmental Impact Report (Draft EIR) for the proposed 123 Independence Drive Project that would redevelop the project site (119, 123-125, and 127 Independence Drive, 130 Constitution Drive, and 1205 Chrysler Drive) with a new apartment building with 316 units and 116 three story for-sale townhome condominium units. The five existing office and industrial buildings totaling approximately 103,000 square feet would be demolished. The project site is located in the R-MU-B (Residential Mixed Use-Bonus) zoning district. The total gross floor area of residential uses on the site would be approximately 476,962 square feet with a total floor area ratio of 134 percent. The proposal includes a request for an increase in floor area ratio (FAR) and density under the bonus level development allowance in exchange for community

amenities. The proposed project includes 48 rental apartment units and 18 for-sale townhome units (15 percent of the total units) affordable to low-income households pursuant to the City's BMR Housing Program and Guidelines. The applicant is currently proposing to provide eight additional rental BMR units affordable to low-income households as the community amenity in exchange for bonus level development. The proposal also includes a request for a vesting tentative map for a major subdivision and a use permit for storage and use of hazardous materials (diesel fuel) for emergency back-up generator. The proposed project would remove 29 heritage trees. (Staff Report #22-072-PC)

A court reporter transcribed this item.

G. Study Session 1

G1. Request for a study session for a use permit, architectural control, below market rate housing agreement, and vesting tentative map for the 123 Independence Drive Project to redevelop the project site (119, 123-125, and 127 Independence Drive, 130 Constitution Drive, and 1205 Chrysler Drive) with a new apartment building with 316 units and 116 three story for-sale townhome condominium units. The five existing office and industrial buildings totaling approximately 103,000 square feet would be demolished. The project site is located in the R-MU-B (Residential Mixed Use-Bonus) zoning district. The total gross floor area of residential uses on the site would be approximately 476,962 square feet with a total floor area ratio of 134 percent. The proposal includes a request for an increase in floor area ratio (FAR) and density under the bonus level development allowance in exchange for community amenities. The proposed project includes 48 rental apartment units and 18 for-sale townhome units (15 percent of the total units) affordable to low-income households pursuant to the City's BMR Housing Program and Guidelines. The applicant is currently proposing to provide eight additional rental BMR units affordable to low-income households as the community amenity in exchange for bonus level development. The proposal also includes a request for a vesting tentative map for a major subdivision and a use permit for storage and use of hazardous materials (diesel fuel) for emergency back-up generator. The proposed project would remove 29 heritage trees. (Staff Report #22-072-PC)

Contract Planner Phayal Bhagata presented five topics for the Commission's consideration.

Chair DeCardy opened public comment.

Public Comment:

- Lauren Bigelow, Chair, Menlo Park Housing Commission, spoke only as an individual and expressed strong support for the project.

Chair DeCardy closed public comment.

Commission Comments:

- Support for BMR housing and partnership, separate BMR for purchase units and Habitat for Humanity's expertise
- Need to boost people's ability to own homes
- Support for the architecture but with suggestion to consider making apartment building more "coming home inviting"

- Support for intersection improvements related to this project while acknowledging traffic issue needs broader solutions such as improved public transportation
- Support for all residential development and mix of units
- Concern that not enough for sale homes for individuals and small families as opposed to larger families

Commissioner Barnes chose to recuse himself from the discussion due to potential conflict of interest.

- Support of requested waivers
- Consider advancing affordable housing sooner
- Support for the paseo and park features

Chair DeCardy recessed the meeting for five minutes to resume at 10:28 p.m.

Commissioner Barnes rejoined the meeting.

H. Public Hearing 2

H1 and I1 are associated items with a single staff report

H1. Request for an Environmental Impact Report (EIR) Scoping Session for the Parkline Master Plan project to comprehensively redevelop an approximately 63.2-acre site located at 301 and 333 Ravenswood Avenue and 555 and 565 Middlefield Road. The proposed project would redevelop SRI International's research campus by creating a new office/research and development, transit-oriented campus with no net increase in commercial square footage, up to 550 new rental housing units (with a minimum of 15% of the units available for below market rate households), new bicycle and pedestrian connections, and approximately 25 acres of publicly accessible open space. The proposed project would demolish all existing buildings, excluding Buildings P, S, and T, which would remain on-site and operational by SRI and its tenants. The proposed project would organize land uses generally into two land use districts within the project site, including 1) an approximately 10-acre Residential District in the southwestern portion of the project site; and 2) an approximately 53-acre Office/R&D (research and development) District that would comprise the remainder of the project site. In total, the proposed project would result in a total of approximately 1,898,931 square feet, including approximately 1,380,332 square feet of office/R&D and approximately 518,599 square feet of residential uses (including up to 450 rental residential units). In addition, the proposed project would establish a separate parcel of land that is proposed to be leased to an affordable housing developer for the future construction of a 100 percent affordable housing or special needs project which would be separately rezoned as part of the proposed project for up to 100 residential units (in addition to the residential units proposed within the Residential District), and which is not included in residential square footage calculations as the square footage has not been determined. The EIR will study two potential project variants, one that includes an approximately 2 million gallon buried concrete water reservoir and associated facilities, and one that includes an additional 50 residential units for a total of up to 600 dwelling units, inclusive of the standalone affordable housing building. The project site is zoned "C-1(X)" (Administrative and Professional District, Restrictive) and governed by a Conditional Development Permit (CDP) approved in 1975, and subsequently amended in 1978, 1997, and 2004. The proposed project is anticipated to include the following entitlements: General Plan Amendment (Text and Map), Zoning Ordinance Amendment, Rezoning, Conditional Development Permit, Development Agreement, Architectural Control (for potential future

Design Review) Heritage Tree Removal Permits, Vesting Tentative Map, Below Market Rate (BMR) Housing Agreement and Environmental Review. A Notice of Preparation (NOP) for the proposed project was released on Friday, December 2, 2022. The NOP provides a description of the proposed project, the location of the proposed project and its probable environmental effects. The EIR will address potential physical environmental effects of the proposed project, as outlined in the California Environmental Quality Act (CEQA). An initial study was not completed as it is anticipated this will be a full EIR and no topic areas will be scoped out with the exception of agricultural and forestry resources, mineral resources, and wildfire that are topic areas that are not anticipated to require further analysis. (The project site is located within a "transit priority area", as defined, and thus pursuant to Public Resources Code Section 21099, aesthetic and parking impacts are not considered significant impacts on the environment. Accordingly, the analysis in the EIR will reflect this statutory directive. Nevertheless, the City still retains authority to consider aesthetic impacts pursuant to its design review authority.) The City is requesting comments on the scope and content of this EIR. The project location does not contain a toxic site pursuant to Section 6596.2 of the Government Code. Comments on the scope and content of the EIR are due by 5:00 p.m., Monday, January 9, 2023. (Staff Report #22-073-PC)

Court reporter transcribed this item.

ACTION: Motion and second (Harris/Schindler) to continue Item I1 to a future meeting; passes 5-0-2 with Commissioners Riggs and Tate no longer in attendance.

I. Study Session 2

I1. Study session for the Parkline Master Plan project to comprehensively redevelop an approximately 63.2-acre site located at 301 and 333 Ravenswood Avenue and 555 and 565 Middlefield Road. The proposed project would redevelop SRI International's research campus by creating a new office/research and development, transit-oriented campus with no net increase in commercial square footage, up to 550 new rental housing units (with a minimum of 15% of the units available for below market rate households), new bicycle and pedestrian connections, and approximately 25 acres of publicly accessible open space. The proposed project would demolish all existing buildings, excluding Buildings P, S, and T, which would remain on-site and operational by SRI and its tenants. The proposed project would organize land uses generally into two land use districts within the Project site, including 1) an approximately 10-acre Residential District in the southwestern portion of the Project site; and 2) an approximately 53-acre Office/R&D (research and development) District that would comprise the remainder of the Project site. In total, the Proposed Project would result in a total of approximately 1,898,931 square feet, including approximately 1,380,332 square feet of office/R&D and approximately 518,599 square feet of residential uses (including up to 450 rental residential units). In addition, the proposed project would establish a separate parcel of land that is proposed to be leased to an affordable housing developer for the future construction of a 100 percent affordable housing or special needs project which would be separately rezoned as part of the proposed project for up to 100 residential units (in addition to the residential units proposed within the Residential District), and which is not included in residential square footage calculations as the square footage has not been determined. The EIR will study two potential project variants, one that includes an approximately 2 million gallon buried concrete water reservoir and associated facilities, and one that includes an additional 50 residential units for a total of up to 600 dwelling units, inclusive of the standalone affordable housing building. The project site is zoned "C-1(X)" (Administrative and Professional District, Restrictive) and governed by a Conditional Development Permit (CDP) approved in 1975, and subsequently amended in 1978, 1997, and 2004. The

proposed project is anticipated to include the following entitlements: General Plan Amendment (Text and Map), Zoning Ordinance Amendment, Rezoning, Conditional Development Permit, Development Agreement, Architectural Control (for potential future Design Review) Heritage Tree Removal Permits, Vesting Tentative Map, Below Market Rate (BMR) Housing Agreement and Environmental Review. (Staff Report #22-073-PC)

J. Informational Items

J1. Future Planning Commission Meeting Schedule

- Regular Meeting: January 9, 2023
- Special Meeting: January 12, 2023

K. Adjournment

Chair DeCardy adjourned the meeting at 11:43 p.m.

Staff Liaison: Corinna Sandmeier, Acting Principal Planner

Recording Secretary: Brenda Bennett

REGULAR MEETING DRAFT MINUTES

Date: 1/9/2023
Time: 7:00 p.m.
Location: Teleconference and City Council Chambers 751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Vice Chair Harris called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Barnes, Linh Dan Do, Cynthia Harris (Vice Chair), Henry Riggs, Jennifer Schindler, Michele Tate

Absent: Chris DeCardy (Chair)

Staff: Christine Begin, Planning Technician; Arnold Mammarella, Contract Architect; Matt Pruter, Associate Planner; Edress Rangeen, Associate Engineer; Corinna Sandmeier, Principal Planner; Chris Turner, Associate Planner; Mary Wagner, City Attorney's Office

C. Reports and Announcements

None

D. Public Comment

- Sue Connelly, Burgess Classics, noted interest in the Parkline study session that was continued from the December 12, 2022 Planning Commission meeting and asked when it would be agendized.

E. Consent Calendar

E1. Approval of minutes from the October 24, 2022, Planning Commission meeting. (Attachment)

ACTION: Motion and second (Riggs/Schindler) to approve the consent calendar with the following correction; passes 5-0 with Schindler abstaining and DeCardy absent.

Page 21, 2nd paragraph, line 8, revise: "~~1700~~ ***3400*** jobs with 1700 ~~jobs~~ ***homes***:

F. Public Hearing

F1. Consider and adopt a resolution to approve a use permit to construct a new accessory dwelling unit (ADU) with a reduced front setback of approximately six feet, where 20 feet is required, and a rear setback of three feet, where four feet is required in the R-1-U (Single Family Urban Residential) zoning district, at 598 Hamilton Avenue; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small

structures. ***Continued from the meeting of December 5, 2022***. (Staff Report #23-001-PC)

Associate Planner Matt Pruter had no updates to the written report.

Namit Raisurana, property owner, and Sharmila Subramaniam, project architect, presented on behalf of the project.

Vice Chair Harris opened the public hearing and closed it as no persons requested to speak.

The Commission noted the improved front setback with some reservation and the visual impact of the entry staircase seemed to block the main residence entry.

ACTION: Motion and second (Do/Schindler) to adopt a resolution to approve a use permit to construct a new accessory dwelling unit (ADU) with a reduced front setback of approximately six feet, where 20 feet is required, and a rear setback of three feet, where four feet is required in the R-1-U (Single Family Urban Residential) zoning district, at 598 Hamilton Avenue; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures with the following modification; passes 6-0 with Commissioner DeCardy absent.

Add Condition 2b: Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised plans with the entry staircase for the ADU reoriented so it does not visually block the entry to the main residence, subject to Planning Division review and approval.

F2. Consider and adopt a resolution to approve variances and a use permit to demolish an existing one-story residence and detached garage, and construct a new two-story residence and detached garage on a substandard lot with regard to minimum lot width, depth, and area in the R-1-U (Single Family Urban Residential) zoning district, at 69 Cornell Road; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. The lot is less than 5,000 square feet in area, and a use permit is required to establish the maximum floor area limit. The project includes variances to reduce the front setback to 10 feet, where 20 feet is required, to allow for one compliant parking space where two spaces are required, and to increase the height of the daylight plane to 25 feet, where the daylight plane is measured from 19 feet, six inches. (Staff Report #23-002-PC)

Associate Planner Chris Turner said staff had no additions to the written report.

Anna Felver, Thomas James Homes, and Matt and Victoria Dormington, property owners, presented on behalf of the project.

Vice Chair Harris opened the public hearing and closed it as no persons requested to speak.

The Commission noted the attractive design and discussed the variance requests and suggested that for consistency two parking spaces, one required to be covered, be provided and that the variance for the intrusion into the daylight place could be eliminated by adjusting the wall or the plate height as the regulations allowed for a certain amount of intrusion into the daylight plane.

ACTION: Motion and second (Riggs/Do) to continue for redesign with the following direction; passes 6-0 with Commissioner DeCardy absent.

- Bring design within the allowable area of intrusion of daylight plane; and
- Solve for two parking spaces

F3. Consider and adopt a resolution to approve a minor subdivision to reconfigure property lines and create three parcels from two existing parcels in the R-1-S (Single Family Suburban Residential) zoning district, at 8 and 10 Maywood Lane; determine this action is categorically exempt under CEQA Guidelines Section 15315's Class 15 exemption for minor land divisions. Two of the resulting lots would be standard and the third new lot would be a substandard lot with regard to lot width. (Staff Report #23-003-PC)

Planner Pruter noted correspondence received that afternoon concerning gross lot area and net lot area and size of subsequent parcels.

Alex Henson, Lea and Braze Engineering, and Jeff Huber, property owner, spoke on behalf of the project.

Vice Chair Harris opened the public hearing.

Public Comment:

- Helen Lomax, Maywood Lane, said they (all neighbors on Maywood Lane) supported the subdivision but concerned about the smaller lot and future development plans.

- Minna Tong, 2 Maywood Lane, said she and neighbors supported the subdivision but were concerned about 8 Maywood Lane that was smaller than neighboring properties.

Vice Chair Harris closed the public hearing.

The Commission addressed net lot area versus gross lot area with staff clarification.

Commissioner Riggs moved to approve as recommended by staff.

Vice Chair Harris reopened the public hearing.

Public Comment:

- Wendy McPherson, 3 Maywood Lane, commented that a resulting lot from the subdivision that was 8,362 square foot lot should be increased to 10,000 square feet.

Vice Chair Harris closed the public hearing.

Commissioner Tate seconded Commissioner Riggs' motion.

ACTION: Motion and second (Riggs/Tate) to adopt a resolution to approve a minor subdivision to reconfigure property lines and create three parcels from two existing parcels in the R-1-S (Single Family Suburban Residential) zoning district, at 8 and 10 Maywood Lane; determine this action is categorically exempt under CEQA Guidelines Section 15315's Class 15 exemption for minor land divisions; passes 6-0 with Commissioner DeCardy absent.

F4. Consider and adopt a resolution determining that the abandonment of public utility easements along the rear of properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive is consistent with the General Plan and recommending that the City Council approve the requested abandonment; determine this action is categorically exempt from environmental review pursuant to Cal. Code of Regulations, Title 14, §15305 et seq. (Minor Alteration in Land Use Limitations). (Staff Report #23-004-PC)

Associate Engineer Edress Rangeen said staff had no additions to the written report.

Vice Chair Harris opened the public hearing and closed it as no persons requested to speak.

ACTION: Motion and second (Tate/Do) to adopt a resolution determining that the abandonment of public utility easements along the rear of properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive is consistent with the General Plan and recommending that the City Council approve the requested abandonment; determine this action is categorically exempt from environmental review pursuant to Cal. Code of Regulations, Title 14, §15305 et seq. (Minor Alteration in Land Use Limitations); passes 6-0 with Commissioner DeCardy absent.

Vice Chair Harris recessed the meeting for a short break.

Vice Chair Harris reconvened the meeting.

F5. Consider and adopt a resolution to make a recommendation to City Council on amendments to Title 16 (Zoning) to add Chapter 16.77 (Two-Unit Housing Developments) and amend Chapter 16.79 (Accessory Dwelling Units), and amendments to Title 15 (Subdivisions) to add Chapter 15.31 (Urban Lot Splits), in order to make City regulations consistent with applicable California law regarding urban lot splits and two-unit developments on properties in single-family residential zoning districts. (Staff Report #23-005-PC)

Planner Turned made a presentation on the item.

Vice Chair Harris opened the public hearing.

Public Comment:

- Jenny Michel, Coleman Place Neighborhood Block, commented that local real estate brokerages were not utilizing housing resources and programs established by state law and encouraged incentivizing development of smaller units under state law.

- Misha Silin, Allied Arts, suggested incentivizing the development of lots under the proposed ordinance.

Vice Chair Harris closed the public hearing.

The Commission discussed facilitating home ownership in Menlo Park through these regulations and suggesting developing a process to approve condominium maps, making one parking space the maximum, suggesting some level of design guidelines, but also concern about the reduced

setbacks, and concerns with parking restrictions and other restrictions such as design standards that would impact only these types of development.

Commissioner Barnes moved to approve as staff recommended with added recommendations to develop a process to approve condominium maps ministerially and to have design guidelines.

ACTION: Motion and second (Schindler/Riggs) to continue past 11 a.m. for no more than 30 minutes; passes 6-0 with Commissioner DeCardy absent.

Discussion ensued to propose consideration of design guidelines that would be applicable similarly to all residential zoning districts, which was unwelcome to some commissioners.

ACTION: Motion and second (Barnes/Riggs) to adopt a resolution to make a recommendation to City Council on amendments to Title 16 (Zoning) to add Chapter 16.77 (Two-Unit Housing Developments) and amend Chapter 16.79 (Accessory Dwelling Units), and amendments to Title 15 (Subdivisions) to add Chapter 15.31 (Urban Lot Splits), in order to make City regulations consistent with applicable California law regarding urban lot splits and two-unit developments on properties in single-family residential zoning districts with the following recommendations; passes 4-2-1 with Commissioners Harris and Tate opposed and Commissioner DeCardy absent.

Recommendation: Amend the ordinance to allow for administrative approval of condominium maps for two-unit developments in single-family zoning districts.

Recommendation: Recommend that the City Council consider directing staff to develop design standards for two-unit developments that would be applicable to all projects in single-family zoning districts.

J. Informational Items

J1. Future Planning Commission Meeting Schedule

- Special Meeting: January 12, 2023
- Regular Meeting: January 23, 2023

K. Adjournment

Vice Chair Harris adjourned the meeting at 11:21 p.m.

Staff Liaison: Corinna Sandmeier, Principal Planner

Recording Secretary: Brenda Bennett

CITY OF MENLO PARK

STAFF REPORT

Planning Commission
Meeting Date: **4/10/2023**
Staff Report Number: **23-025-PC**

Public Hearing: **Consider and adopt a resolution to approve architectural control for modifications to an existing commercial building and landscaping, and use permit approval for live entertainment, onsite consumption of alcohol and outdoor seating, for a proposed restaurant at 961 El Camino Real**

Recommendation

Staff recommends that the Planning Commission approve a request for architectural control for exterior and interior modifications to an existing commercial building to remove a door and window, reconfigure gross floor area to close off an existing recessed area, add a window to the front facade and create a new entry to the side of the building, in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The gross floor area of the building would not increase as part of the project. Additionally, the proposal includes modifications to the landscaping including a new deck and trellis. The project also includes use permit requests for live entertainment, on-site consumption of alcohol and outdoor seating for the proposed restaurant use. As part of the review, the Planning Commission will need to determine whether the sale of alcohol at this location serves a public convenience or necessity, in accordance with the requirements of the State Department of Alcoholic Beverage Control (ABC). A draft resolution, including the recommended conditions of approval, is included as Attachment A.

Policy Issues

The proposed project requires the Planning Commission to consider the merits of the project. The Planning Commission should consider whether the required architectural control and use permit findings can be made for the proposal.

Background

Site location

The project site consists of an approximately 4,163-square-foot parcel. Using El Camino Real in the north-south orientation, the subject property is located at the western side of El Camino Real, between Menlo Avenue and Live Oak Avenue, at 961 El Camino Real. The project site is within the El Camino Real/Downtown Specific Plan's El Camino Real South-West (ECR SW) district and has a land use designation of El Camino Real Mixed-Use Residential (ECR-MU). The surrounding lots are all part of the SP-ECR/D zoning district, within the SW sub-district and within the ECR-MU land use designation. Surrounding properties near the subject property include a mixture of commercial uses, such as retail, restaurant, and a theater. A location map is included as Attachment B.

Analysis

Project description

The applicant is proposing exterior and interior modifications to an existing commercial building to remove a door and window, reconfigure gross floor area to close off an existing recessed area, add a new window, and create a new entry to the side of the building. A fabric awning over the door and window on the left side of the building would be removed, as well as the door and window, and the siding on this portion of the building, which is currently painted a beige color, would be repainted to the same green color as the rest of the building. Additionally, a door on the right side of the building, in front of the walkway leading to the side entry, would be setback approximately two feet, four inches. The door swing would also change from inward to outward facing. The gross floor area of the building would not increase as part of the project. Additionally, the project proposes modifications to the landscaping, which include new decking, a new trellis, and planting of new trees to the rear (west) of the property. The applicant is also requesting live entertainment, on-site consumption of alcohol, and outdoor seating through a use permit.

The existing building is non-conforming with regard to the front and side setbacks. The minimum required front setback pursuant the Specific Plan in this sub-district is seven feet, however the existing building has a one-foot front setback. The minimum required interior side setback is five feet. The existing building does not meet this setback requirement as it is only 0.6-foot from the south property line and 3.4 feet from the north property line.

Pursuant to Menlo Park Municipal Code Section 16.80.120, existing buildings approved prior to the adoption of the El Camino Real/Downtown Specific Plan are exempt from the development standards of the Specific Plan and may undergo interior and/or exterior improvements to the existing building if there is no increase in the gross floor area (GFA). As such, the proposed reconfiguration of GFA by removing GFA at the new side entry and adding GFA to the front by enclosing an existing recessed area is permitted as no GFA would be added.

Since the parcel to the rear of the subject property (west) is also located in the Specific Plan project area, the property line between the two parcels is considered an interior side lot line. The proposed trellis along the rear (west) would adhere to the five-foot setback requirement.

The proposal would meet the Specific Plan's Base level standards, which were established to achieve inherent public benefits, such as the redevelopment of underutilized properties, the creation of more vitality and activity, and the promotion of healthy living and sustainability.

The existing building has a Gross Floor Area (GFA) of 2,955 square feet, where the maximum permitted base Floor Area Ratio (FAR) for the ECR SW sub-district is 1.1or 4,579.3 square feet for the subject parcel. The useable area of the basement, which counts towards GFA, would remain the same, 619.45 square feet. As a result of the project, the first floor would be reduced by approximately three square feet from 2,335.5 square feet to 2,332.5 square feet.

Proposed changes to the front façade include closing off an existing recessed area. Due to the changes to the front façade, the proposed project would be required to meet Specific Plan Standard E.3.5.02:

> *Ground floor commercial buildings shall have a minimum of 50% transparency (i.e., clear-glass windows) for retail uses, office uses and lobbies to enhance the visual experience from the sidewalk and street. Heavily tinted or mirrored glass shall not be permitted.*

The proposed design would exceed this requirement and provide 73.6 percent transparency along the front façade. Aside from the front and side setbacks and the lack of parking, the development would meet the development regulations in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district.

The applicant's project plans are included as Attachment A Exhibit A and the applicant's project description letter is included as Attachment A Exhibit B.

Design and materials

The Specific Plan includes a detailed set of design standards and guidelines. Compliance with the standards and guidelines is evaluated in the Standards and Guidelines Project Compliance Worksheet (Attachment A, Exhibit D). The guidelines are intended to provide for a pleasant pedestrian experience with visual interest and continuity for storefronts. Staff believes the proposed modifications to the existing architectural style of the project would be consistent with the diverse aesthetic of the surrounding neighborhood.

Exterior modifications would include reconfiguring GFA to remove a door and window to enclose an existing recessed area on the front façade along El Camino Real, while removing GFA by creating a second entry on the side of the building. The GFA of the building would decrease by three square feet.

The existing building features painted stucco which is proposed to remain, with the currently beige portion proposed in the same green as the majority of the existing building. Interior modification would include tenant improvements to construct new bathrooms, kitchen and preparation area, dining room/seating area and a counter seating area. Additionally, the project would add a trash enclosure along the rear (west) elevation. Access to the rear of the building would continue to be located through an existing walkway along the right side (northern portion) of the building. The project proposes a trellis to accommodate eight tables for outdoor seating.

Staff believes the proposed modifications to the existing eclectic architectural style of the building would be consistent with the diverse aesthetic of the surrounding neighborhood.

Use Permit requests

Live Entertainment

The applicant is proposing to provide live entertainment inside the proposed restaurant, which would include unamplified acoustical music and other performances, to coincide with the hours of operation (11 a.m. and 2 a.m.). Pursuant to Municipal code section 8.12.020 the proposed hours of operation (11 a.m. to 2 a.m.) are permitted for a restaurant. Staff evaluated the proposal and its location and recommends a conditions requiring the live entertainment to end by 11 p.m., which would coincide with the end time for events at the Guild Theatre next door, and reduce the likelihood of noise or other disturbances to nearby residences.

Outdoor seating

The applicant is requesting an outdoor seating area to provide additional seating for the restaurant. The additional seating would be located along the rear and accessed through a walkway to the right side of the building. The outdoor seating is proposed under a new trellis, which would include eight tables, and would meet the setback requirement of five feet from the rear (west) and would be approximately 11 feet from the north and seven feet from the south property lines. Staff believes the additional outdoor seating would help activate the project.

Alcohol sales and determination of public convenience or necessity
The applicant is requesting to sell beer, wine and spirts at the proposed restaurant. A type 47 ABC license would allow the sale of beer, wine and spirits for on-site consumption.

ABC looks at the number of businesses with permits for the sale of alcohol for on-site consumption in a particular census track to determine if a census track is considered over concentrated. If a census track is considered over concentrated, a project requires a finding of public convenience or necessity from the Planning Commission to obtain a ABC license for the sale of alcohol for on-site consumption. The subject property is located in census track 6126.00, which includes the following eight businesses with licenses for "on-site sale alcohol":

- Ristorante Carpaccio
- Bistro Vida
- Left Bank
- Trellis
- Camper
- Yum Cha Palace
- Stanford Park Hotel
- Roma

ABC has indicated that more than two on-sale alcohol licenses mean this census track is considered over concentrated. The criteria for the determination of public necessity or convenience are not explicitly defined by State or City codes, and each determination is reviewed on a case-by-case basis to consider the specific factors involved. The area surrounding the subject site contains multiple restaurant establishments that sell alcohol, the size and focus of these businesses varies.

In staff's view, convenience encompasses a broader set of factors beyond an absolute number of restaurants, including considerations of location, and type of restaurant. Additionally, there are newly constructed residences and offices nearby in the 500 El Camino Real (Middle Plaza at 500 El Camino Real) and 1300 El Camino Real (Springline) developments, which would increase the population in the vicinity that would benefit from the on-sale establishment within walking distance, and which constitutes a finding of public convenience and necessity. The sale of alcohol would require permitting from the State ABC to ensure compliance with all applicable ABC requirements. The Police Department has also reviewed the proposal and expressed no concerns.

Staff believes the proposed sale for on-site consumption of beer, wine, and spirits at the proposed restaurant would provide a convenience and service to the residents, visitors and employees of the area. The live entertainment would be limited to the hours of 11 a.m. to 11 p.m. pursuant to conditions of approval (Attachment A, Exhibit C), and outdoor seating would be limited to eight tables. The proposal is consistent with the surrounding area, including the adjacent Guild Theatre and nearby restaurants that sell alcohol for on-site consumption. The limitation of live entrainment to the hours of 11 am to 11 pm, and the limit of eight tables for outdoor seating, would reduce the likelihood of noise or other disturbances to nearby residences. Additionally, the project would be subject to the City's noise ordinance.

Parking and circulation
The subject property does not have any parking spaces on-site. The Specific Plan would require six parking spaces per 1,000 square feet of restaurant use in ECR SW sub-district, resulting in a requirement of 18

parking spaces for the proposal, However, Assembly Bill (AB) 209, passed on September 22, 2022 adding Section 65863.2 to the Government Code which prohibits public agencies from imposing any minimum parking requirement on any residential, commercial, or other development project located within half a mile of public transit. In this case, the City has determined AB 2097 applies because the development is within a half mile of the Menlo Park Caltrain station, and the development results in a change of use and substantial modifications. Therefore, no minimum parking requirements may be imposed.
Pedestrian access to the restaurant would be through a building entry facing El Camino Real, and a side access through a passageway, which would have a ramp for ADA accessibility.

Open space, trees and landscaping
The applicant has submitted an arborist report (Attachment D) detailing the species, size, and conditions of existing trees on and around the site. The report discusses the impacts of the proposed improvements and provides recommendations for tree maintenance, based on their health. As part of the project review process, the arborist report was reviewed by the City Arborist. All recommendations identified in the arborist report shall be implemented and will be ensured through the conditions of approval.

There are no trees located on the subject property but there is an existing Sycamore street tree in front of the property. The existing street tree along El Camino Real would be retained in the planter strip on the outer portion of the sidewalk. Two new Chinese Pistachio and two new evergreen pear trees would be provided along the rear to create privacy between 611 Menlo Avenue and 961 El Camino Real.

The project would exceed the ECR SW open space requirement of 30 percent of the lot, with approximately 42 percent (1,800 square feet) proposed. Landscaped areas along the back of the restaurant, used for outdoor seating and accessed by a walkway, would provide approximately 1,800 square feet of open space, which counts towards the total open space requirement for the parcel.

Correspondence
The applicant mentions in their project description letter that they have conducted neighbor outreach. Staff has not received any correspondence at the time of writing this staff report.

Conclusion
The proposal would meet the Specific Plan's Base level standards, which were established to achieve inherent public benefits, such as the redevelopment of underutilized properties, the creation of more vitality and activity, and the promotion of healthy living and sustainability. The proposed design elements would provide an update to the building's existing design while maintaining the earlier appearance of the building, and the addition of a restaurant with live entertainment and outdoor seating would add vibrancy to the downtown area.

The proposal is consistent with the surrounding area, including the adjacent Guild Theatre and nearby restaurants that sell alcohol for on-site consumption. The limitation of live entrainment to the hours of 11 a.m. to 11 p.m. pursuant to the recommended conditions of approval, and the limit of eight tables for outdoor seating, would reduce the likelihood of noise or other disturbances to nearby residences. Staff recommends that the Planning Commission approve the proposal.

Impact on City Resources

The project sponsor is required to pay Planning, Building and Public Works permit fees, based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the project.

Environmental Review

The proposed project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines, and as such, no additional environmental analysis is required.

Specific plan maximum allowable development

Per Section G.3, the Specific Plan establishes the maximum allowable net new development as follows:

Residential uses: 680 units; and
Non-residential uses, including retail, office and hotel: 474,000 square feet.

These totals are intended to reflect likely development throughout the Specific Plan area. As noted in the Plan, development in excess of these thresholds will require amending the Specific Plan and conducting additional environmental review.

If the project is approved and implemented, the Specific Plan Maximum Allowable Development would be revised to account for the net changes as follows:

Table 1: Specific Plan Totals

	Dwelling Units	Commercial Square Footage
Existing	0	2,955
Proposed	0	2,952
Net Change	0	-3
% of Maximum Allowable Development	0	.000006
Available Units & Commercial SF in SP if Project is Approved	153	64,516
Available Units & Commercial SF in SP if all Pending Projects in SP are Approved	153	64,516

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Public notification also consisted of publishing a notice in the local newspaper and notification by mail of owners and occupants within a 500-foot radius of the subject property.

Attachments

A. Draft Planning Commission Resolution of Approval Adopting Findings for project Architectural Control, and Use Permit including project Conditions of Approval
   Exhibits to Attachment A
      A. Project Plans

B. Project Description Letter
C. Conditions of Approval
D. Specific Plan Standards and Guidelines Compliance Worksheet

B. Location Map
C. Data Table
D. Arborist Report
E. MMRP

Disclaimer

Attached are reduced versions of maps and diagrams submitted by the applicants. The accuracy of the information in these drawings is the responsibility of the applicants, and verification of the accuracy by City Staff is not always possible. The original full-scale maps, drawings and exhibits are available for public viewing at the Community Development Department.

Exhibits to Be Provided at Meeting

None

Report prepared by:
Fahteen Khan, Associate Planner

Report reviewed by:
Corinna Sandmeier, Principal Planner

PLANNING COMMISSION RESOLUTION NO. 2023-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING (1) ARCHITECTURAL CONTROL REVIEW FOR EXTERIOR AND INTERIOR MODIFICATIONS TO AN EXISTING COMMERCIAL BUILDING AND LANDSCAPING (2) USE PERMIT APPROVAL FOR LIVE ENTERTAINMENT, ONSITE CONSUMPTION OF ALCOHOL AND OUTDOOR SEATING FOR A PROPOSED RESTAURANT AT 961 EL CAMINO REAL

WHEREAS, the City of Menlo Park ("City") received an application requesting architectural control review for exterior and interior modifications to an existing commercial building. The proposal also includes use permit requests for live entertainment, onsite consumption of alcohol and outdoor seating in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district (collectively, the "Project") from Jaime D'Alessandro – Clockworks DHJ, LLC ("Applicant"), on behalf of the property owner Alexander Delly – 961 El Camino Real, LLC ("Owner"), located at 961 El Camino Real (APN 071-288-210) ("Property"). The Architectural Control and Use Permit are depicted in and subject to the development plans and project description letter which are attached hereto as Exhibit A and B incorporated herein by this reference; and

WHEREAS, the Property is located in the El Camino Real/Downtown Specific Plan (SP-ECR/D) zoning district, and the El Camino Real South-West (SW) sub-district, which supports a variety of uses including restaurants, retail, residential, and business and professional offices; and

WHEREAS, the findings and conditions for the architectural control and use permit would ensure that all City requirements are applied consistently and correctly as part of the project's implementation; and

WHEREAS, the proposed Project was reviewed by the Engineering Division and found to be in compliance with City standards; and

WHEREAS, the Applicant submitted an arborist report prepared by Urban Tree Management Inc., which was reviewed by the City Arborist and found to be in compliance with the Heritage Tree Ordinance and proposes mitigation measures to adequately protect heritage trees in the vicinity of the project; and

WHEREAS, the Project, requires discretionary actions by the City as summarized above, and therefore the California Environmental Quality Act ("CEQA," Public Resources Code Section §21000 et seq.) and CEQA Guidelines (Cal. Code of Regulations, Title 14, §15000 et seq.) require analysis and a determination regarding the Project's environmental impacts; and

WHEREAS, the City is the lead agency, as defined by CEQA and the CEQA Guidelines, and is therefore responsible for the preparation, consideration, certification, and approval of environmental documents for the Project; and

WHEREAS, the Project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines; and

WHEREAS, all required public notices and public hearings were duly given and held according to law; and

WHEREAS, at a duly and properly noticed public hearing held on April 10, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the architectural control permit, and use permit.

NOW, THEREFORE, THE MENLO PARK PLANNING COMMISSION HEREBY RESOLVES AS FOLLOWS:

Section 1. Recitals. The Planning Commission has considered the full record before it, which may include but is not limited to such things as the staff report, public testimony, and other materials and evidence submitted or provided, and the Planning Commission finds the foregoing recitals are true and correct, and they are hereby incorporated by reference into this Resolution.

Section 2. Architectural Control Findings. The Planning Commission of the City of Menlo Park does hereby make the following Findings:

The approval of the architectural control for the modifications to the exterior of an existing building and modifications to the landscaping is granted based on the following findings which are made pursuant to Menlo Park Municipal Code Section 16.68.020:

1. That the general appearance of the structure is in keeping with the character of the neighborhood; in that, the project is designed in an eclectic architectural style consistent with the diverse aesthetic of the surrounding neighborhood. There would be no increase in Gross Floor Area (GFA) as part of the project.

2. That the development will not be detrimental to the harmonious and orderly growth of the city; in that the project which is a remodel project fits within the eclectic architectural styles seen in the area. The proposed project is designed in a manner that is consistent with all applicable requirements of the City of Menlo Park Municipal Code and the Specific Plan, and the Project land uses would represent a balanced project.

3. That the development will not impair the desirability of investment or occupation in the neighborhood; in that, the Project consists of exterior and interior modifications consistent with the Municipal Code. The proposed materials and colors used for the front façade will be compatible with the appearance of the existing neighboring buildings. Therefore, the Project would not impair the desirability of investment or occupation in the neighborhood.

4. The development is subject to Assembly Bill 2097 (AB 2097), as such, it is not required to provide parking. AB 2097 prohibits the imposition of parking requirements on any residential, commercial or other development project located within half a mile of public transit. The development is located within half a mile from the Menlo Park Caltrain station. In this case, the City has determined AB 2097 applies because the development is within a half mile of the Menlo Park Caltrain station, and the development results in a change of use and substantial modifications. Therefore, no minimum parking requirements may be imposed.

5. That the project is consistent with applicable specific plan regulations and guidelines, in that, pursuant to Menlo Park Municipal Code Section 16.80.120, existing buildings approved in the El Camino Real/Downtown specific plan area prior to the adoption of the El Camino Real/Downtown specific plan, on June 12, 2012, shall be exempt from the development standards of El Camino Real/Downtown specific plan, and may undergo interior and/or exterior improvements to the existing building if there is no increase in the gross floor area. The proposal includes removing GFA along the left side of the building and enclosing a recessed area along the front of the building, which is permitted as this would reconfigure but not increase the GFA of the existing building.

Section 3. Conditional Use Permit Findings. The Planning Commission of the City of Menlo Park does hereby make the following Findings:

The approval of the use permit to allow live entertainment, onsite consumption of alcohol and outdoor dining is granted based on the following findings which are made pursuant to Menlo Park Municipal Code Section 16.82.030:

1. That the establishment, maintenance, or operation of the use applied for will, under the circumstance of the particular case, not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing in the neighborhood of such proposed use, or injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city because:
    a. Consideration and due regard were given to the nature and condition of all adjacent uses and structures, and to general plans for the area in question and surrounding areas, and impact of the application hereon; in that, the proposed use permit is consistent with the El Camino Real/Downtown Specific Plan (SP-ECR/D) zoning district, and the El Camino Real South-West (SW) sub-district and the General Plan because live entertainment, onsite consumption of alcohol and outdoor seating with granting of a use permit is permitted.

b. The proposed Project is designed to meet all the applicable codes and ordinances of the City of Menlo Park Municipal Code, and the Commission concludes that the Project would not be detrimental to the health, safety, and welfare of the surrounding community as the sale of alcohol would require permitting from the State ABC to ensure compliance with all applicable ABC requirements and has been reviewed by the City's Police Department. The live entertainment would be limited to the hours of 11 am to 11 pm pursuant to conditions of approval (Exhibit C), and outdoor seating would be limited to eight tables. The proposal is consistent with the surrounding area, including the adjacent Guild theater and nearby restaurants that sell alcohol for on-site consumption. The limitation of the live enterainment to the hours of 11 am to 11 pm, and the limit of eight tables for outdoor seating, would reduce the likelihood of noise or other disturbances to nearby residences. Additionally, the project would be subject to the City's noise ordinance.
c. The proposed on-site sale of alcohol would serve a public convenience, because the proposed use would allow new and existing residents (including those of the newly constructed developments at 500 El Camino Real and 1300 E Camino Real, visitors and employees of the immediate vicinity a convenient location to dine and purchase alcohol for on-site consumption.

Section 4. Architectural Control Permit, and Conditional Use Permit. The Planning Commission hereby approves the Architectural Control Permit and Use Permit PLN2022-00041, which Architectural Control and Use Permit are depicted in and subject to the development plans and project description letter, which are attached hereto and incorporated herein by this reference as Exhibit A and Exhibit B, respectively. The Architectural Control and Use Permit are conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C.

Section 5. ENVIRONMENTAL REVIEW. The Planning Commission makes the following findings, based on its independent judgment after considering the Project, and having reviewed and taken into consideration all written and oral information submitted in this matter:

A. The Project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines.

Section 6. SEVERABILITY

If any term, provision, or portion of these findings or the application of these findings to a particular situation is held by a court to be invalid, void or unenforceable, the remaining provisions of these findings, or their application to other actions related to the Project, shall continue in full force and effect unless amended or modified by the City.

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on April 10, 2023, by the following votes:

AYES:

NOES:

ABSENT:

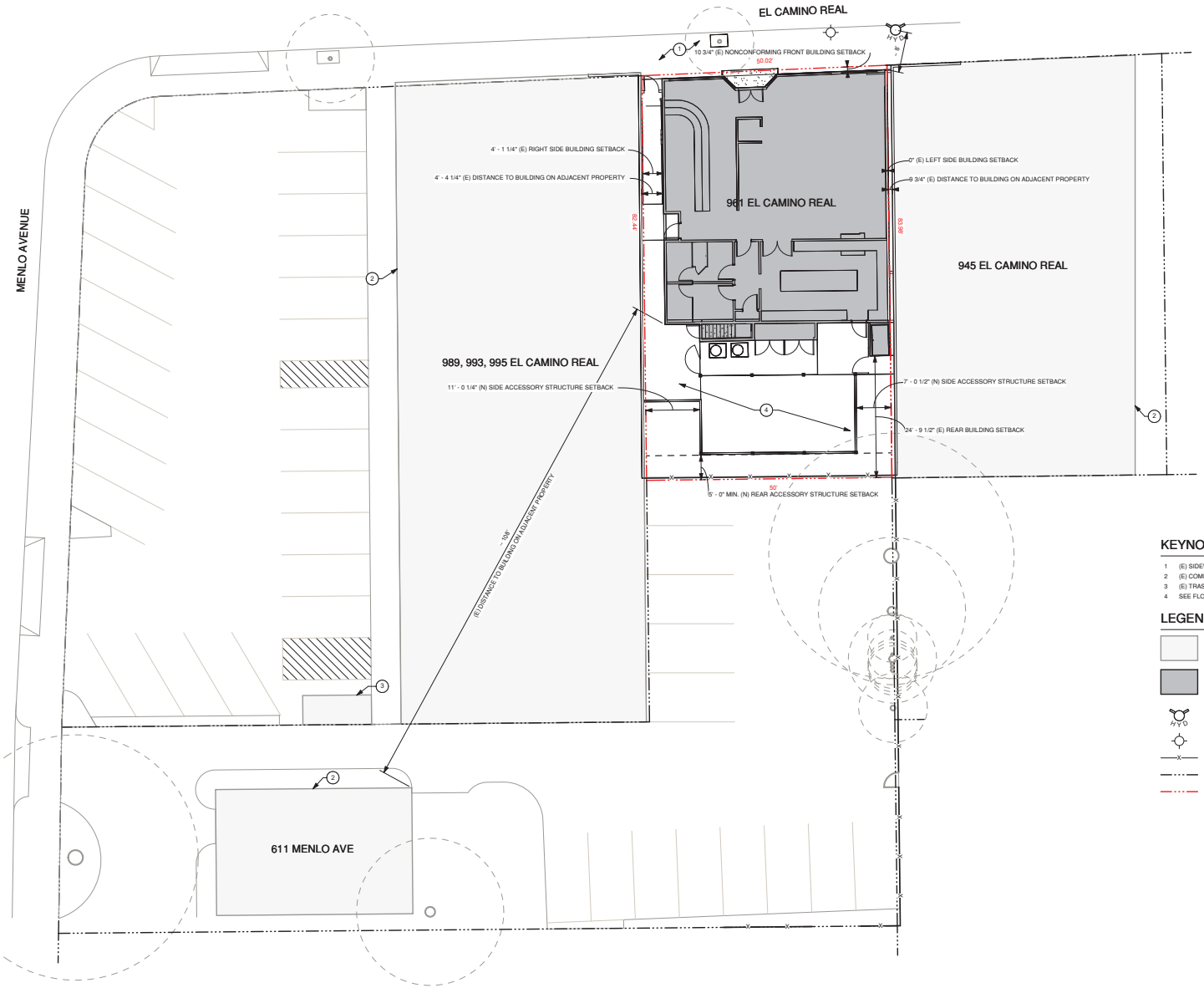
ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 10th day of April, 2023

_____
Corinna Sandmeier
Principal Planner and Planning Commission Liaison
City of Menlo Park

Exhibits

A. Project Plans
B. Project Description Letter
C. Conditions of Approval
D. Specific Plan Standards and Guidelines Worksheet



1 PROPOSED SITE AREA PLAN
1" = 10'-0"

0' 5' 10' 20'

GENERAL NOTES

1. ALL DIMENSIONS ARE APPROXIMATED AND ARE MEASURED TO EXTERIOR FACE OF WALLS OR EXTERIOR FACE OF COLUMNS.
2. PER MENLO PARK MUNICIPAL CODE § 13.24.030, PROVIDE A TEMPORARY PROTECTIVE FENCE FOR HERITAGE TREES (AS DEFINED IN § 13.24.020.5) DURING ANY WORK PERFORMED WITHIN AN AREA 10 TIMES THE DIAMETER OF THE TREE. FOLLOW TREE PROTECTION MEASURES PROVIDED BE MENLO PARK PLANNING.
3. PER MENLO PARK EL CAMINO REAL AND DOWNTOWN SPECIFIC PLAN, SUBJECT PROPERTY IS LOCATED WITHIN **ZONE ECR SW** , SINCE THE PROPERTY IS LOCATED NORTH OF LIVE OAK AVENUE AND HAS NO FLOORS ABOVE GROUND FLOOR, THE FOLLOWING SETBACKS APPLY TO **BUILDINGS** (PER § E4, PAGE E74 OF SPECIFIC PLAN):

FRONT/SIDE FACING R.O.W.:	5' MIN. - 8' MAX.
INTERIOR SIDE:	NO MIN. - 25' MAX.
REAR:	10' MIN.

ALLOWABLE PROJECTIONS INTO SETBACK MAY NOT EXCEED THE FOLLOWING DIMENSIONS AND MUST MAINTAIN A CLEAR HEIGHT OF AT LEAST 8':

BUILDING PROJECTIONS:	5' MAX. (PER § E3.3.05)
ARCH. PROJECTIONS:	6' MAX. (PER § E3.3.07)

PER MPMC § 16.68.030(C), THE FOLLOWING SETBACKS APPLY TO **ACCESSORY STRUCTURES** (SUCH AS THE PROPOSED TRELLIS):

FRONT:	ESTABLISHED BUILDING SETBACK (SEE ABOVE)
INTERIOR SIDE (FRONT HALF OF LOT):	ESTABLISHED BUILDING SETBACK (SEE ABOVE)
INTERIOR SIDE (REAR HALF OF LOT):	3' MIN., 5' MIN. IF ABUTTING AN ALLEY
REAR:	3' MIN., 5' MIN. IF ABUTTING AN ALLEY

KEYNOTES (#)

1 (E) SIDEWALK
2 (E) COMMERCIAL BUILDING
3 (E) TRASH ENCLOSURE
4 SEE FLOOR PLANS ON A-4 FOR DETAIL AT REAR YARD

LEGEND

- (E) BUILDING FOOTPRINT
- SUBJECT BUILDING FOOTPRINT
- (E) FIRE HYDRANT
- (E) STREET LIGHT
- FENCE
- ASSUMED PROPERTY LINES
- ASSUMED PROPERTY LINES OF SUBJECT PROPERTY

CAW ARCHITECTS
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STAMP

CONSULTANTS

APPROVAL STAMP

MILESTONE	DATE
PLANNING SUBMITTAL V1	2022.06.17
PLANNING SUBMITTAL V2	2022.08.01
PLANNING SUBMITTAL V3	2022.11.29
PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

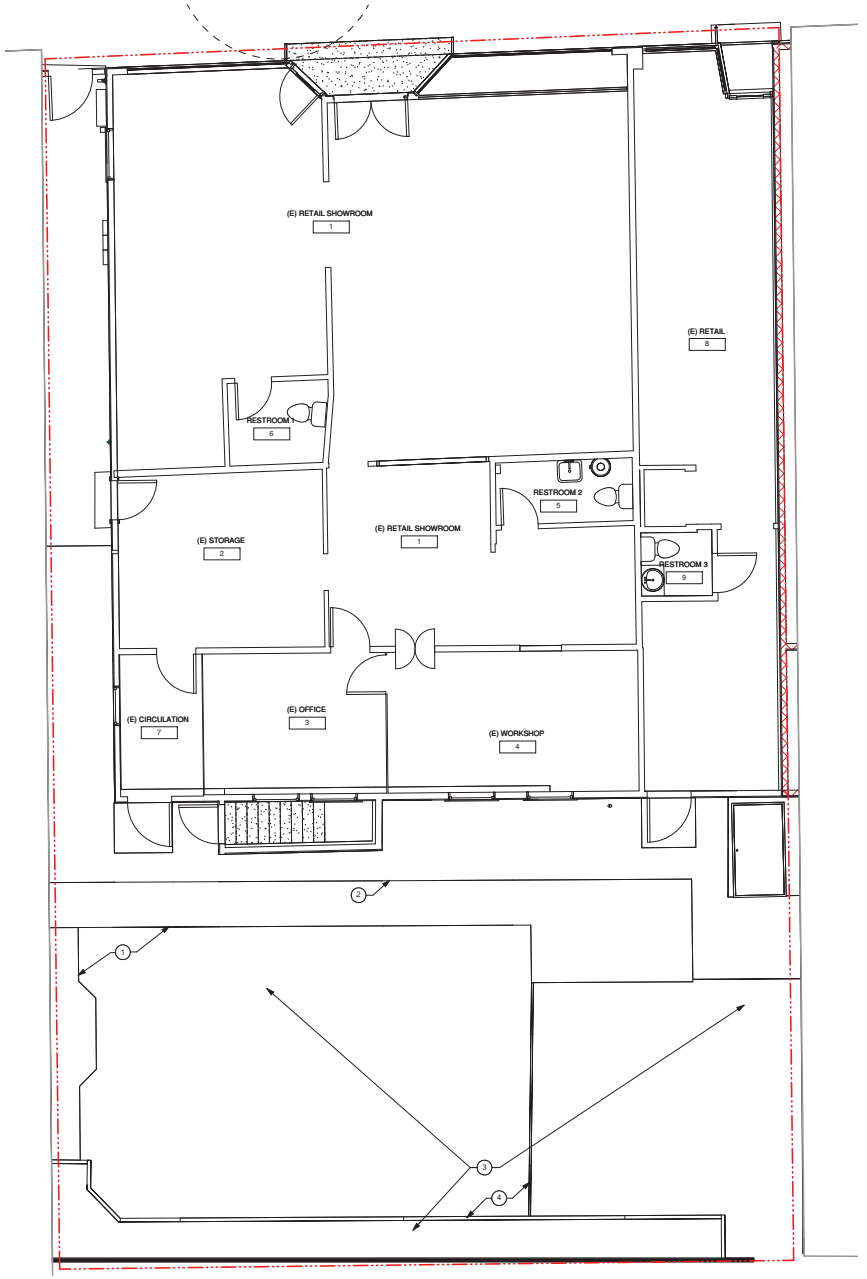
PROJECT NAME
CLOCKWORKS
961 EL CAMINO REAL
MENLO PARK, CA 94025

SHEET TITLE
SITE AREA PLAN

PROJECT NO.
DRAWN BY SW
CHECKED BY CW

SHEET
A-1

3/16/2023 13:17:08



2 EXISTING FLOOR PLANS
1/4" = 1'-0"

0' 2' 4' 8'

KEYNOTES

1 (E) CONCRETE PAVERS
2 (E) CONCRETE WALK
3 (E) MULCH AREA
4 (E) HEADER BOARDS

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STAMP

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APPROVAL STAMP

MILESTONE	DATE
PLANNING SUBMITTAL V1	2022.06.17
PLANNING SUBMITTAL V2	2022.08.01
PLANNING SUBMITTAL V3	2022.11.29
PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

PROJECT NAME
CLOCKWORKS
961 EL CAMINO REAL
MENLO PARK, CA 94025

SHEET TITLE
EXISTING FLOOR PLANS

PROJECT NO.
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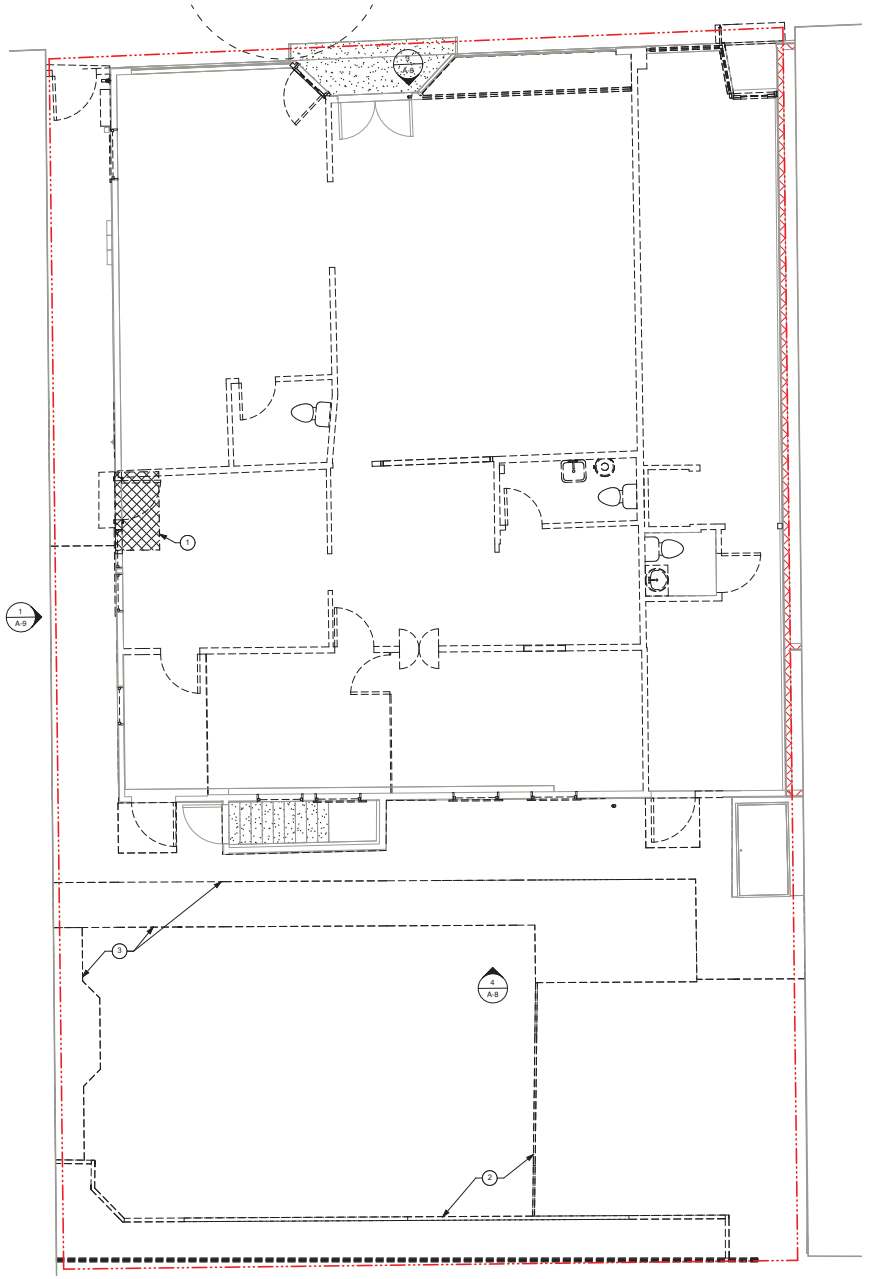
SHEET
A-2

3/16/2023 13:17:09



1 DEMOLITION FLOOR PLANS
1/4" = 1'-0"

0' 2' 4' 8'

KEYNOTES

1 AREA OF BUILDING TO BE REMOVED, SEE A-4 FOR CALCULATION
2 (E) HEADER BOARDS TO BE REMOVED
3 (E) CONCRETE PAVERS AND CONCRETE WALK TO BE REMOVED

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PLANNING SUBMITTAL V3	2022.11.29
PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

PROJECT NAME

CLOCKWORKS

961 EL CAMINO REAL

MENLO PARK, CA 94025

SHEET TITLE

DEMOLITION FLOOR PLANS

PROJECT NO.

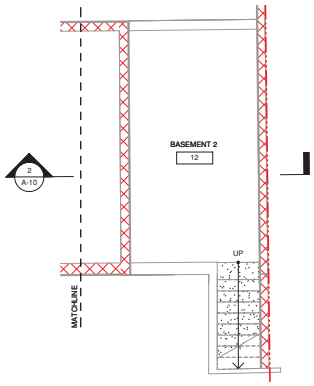
DRAWN BY SW

CHECKED BY CW

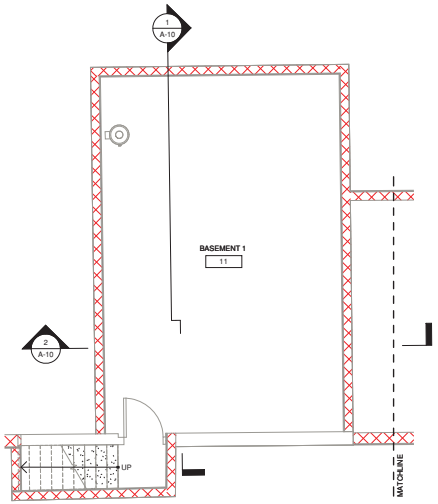
SHEET

A-3

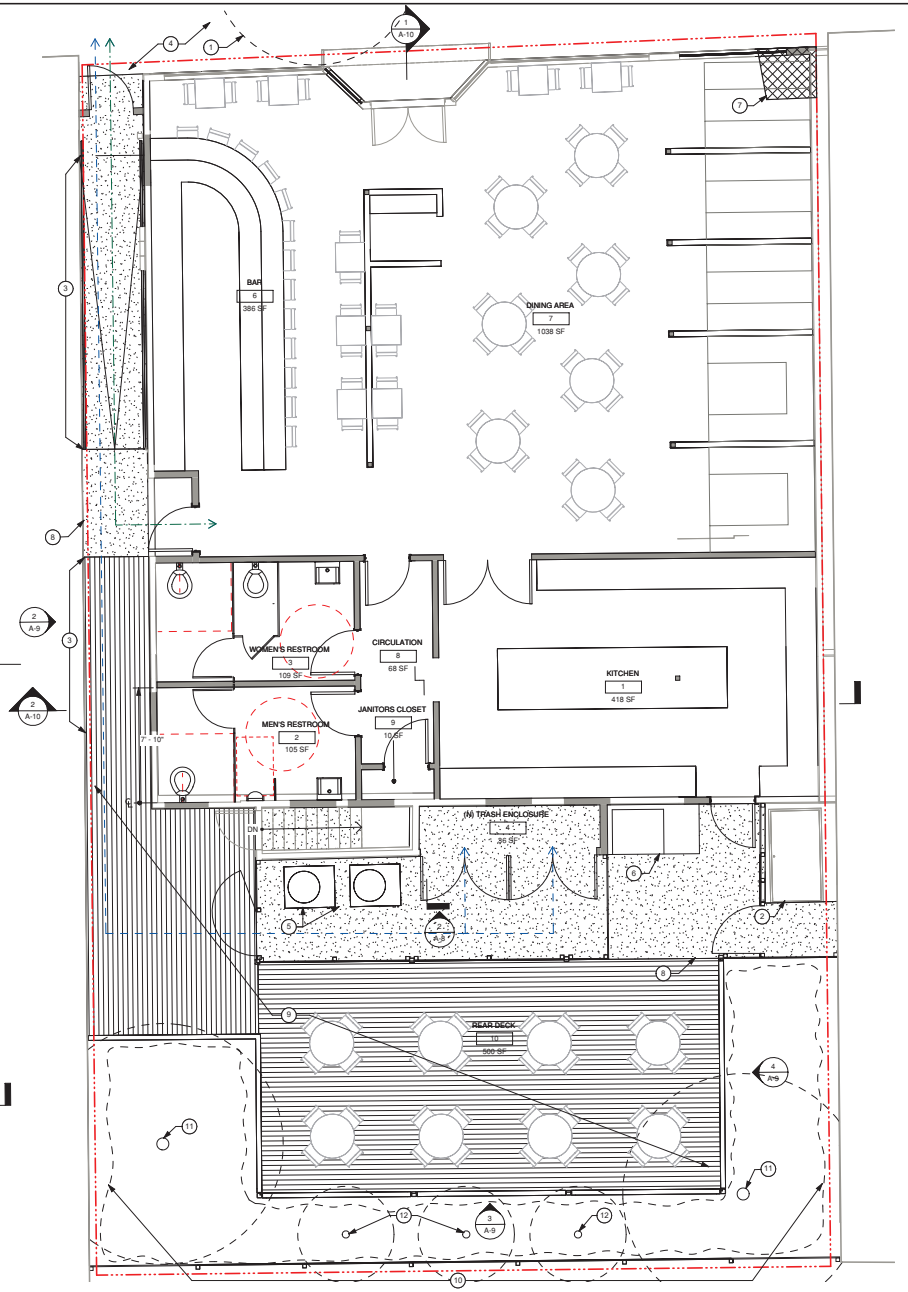
3/16/2023 13:17:11



4 EXISTING BASEMENT PLAN (NO WORK)
1/4" = 1'-0"



3 EXISTING BASEMENT PLAN (NO WORK)
1/4" = 1'-0"



1 PROPOSED SITE/FLOOR PLAN
1/4" = 1'-0"

0' 2' 4' 8'

GENERAL NOTES

1. SEE SHEET A-1 FOR NOTES ABOUT TREE PROTECTION.
2. WITH THE EXCEPTION OF THE TRASH ENCLOSURE ROOF, NO OTHER CHANGES TO ROOF PLAN ARE PROPOSED.
3. OCCUPANT LOAD OF REAR DECK

AREA OF REAR DECK:	500 SF
OCCUPANT LOAD FACTOR:	15 NET
MAXIMUM ALLOWABLE OCCUPANTS:	33
PROPOSED NUMBER OF MOVABLE CHAIRS:	32
PROPOSED NUMBER OF MOVABLE TABLES:	8

KEYNOTES (#)

1 (E) STREET TREE TO REMAIN
2 (E) SCUTTLE OVER BASEMENT ACCESS
3 (N) EXTERIOR ACCESSIBLE RAMP
4 (E) SIDEWALK
5 (N) PAD-MOUNTED CONDENSERS
6 (N) PIZZA OVEN
7 AREA OF ADDITION, SEE A-4 FOR CALCULATION
8 (N) CONCRETE PAVING
9 (N) RAISED WOOD DECK (PERMEABLE)
10 (N) LANDSCAPE AREA
11 (N) TREE, PISTACHIA CHINESIS (CHINESE PISTACHIO), 24" BOX
12 (N) TREE, PRYUS KAWAKAMII (EVERGREEN PEAR), 15 GAL.

LEGEND

ACCESSIBLE PATH OF TRAVEL
TRASH COLLECTION PATH

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STAMP

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APPROVAL STAMP

MILESTONE	DATE
PLANNING SUBMITTAL V1	2022.06.17
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PLANNING SUBMITTAL V3	2022.11.29
PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

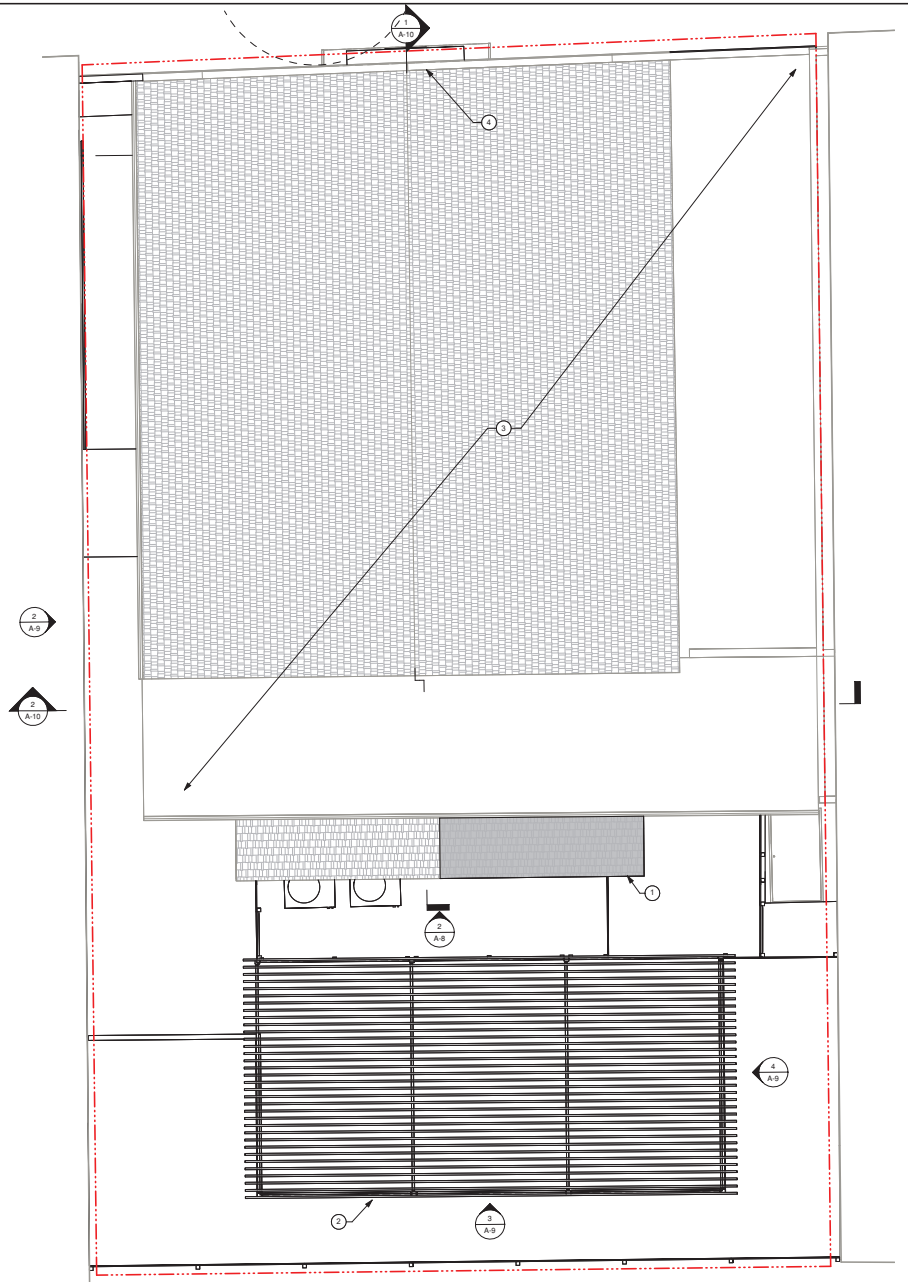
PROJECT NAME
CLOCKWORKS
961 EL CAMINO REAL
MENLO PARK, CA 94025

SHEET TITLE
FLOOR PLANS

PROJECT NO.
DRAWN BY SW
CHECKED BY CW

SHEET
A-4

3/16/2023 13:17:12



1 PROPOSED ROOF PLAN
1/4" = 1'-0"

0' 2' 4' 8'

GENERAL NOTES

1. SEE SHEET A-1 FOR NOTES ABOUT TREE PROTECTION.
2. WITH THE EXCEPTION OF THE TRASH ENCLOSURE ROOF, NO OTHER CHANGES TO ROOF PLAN ARE PROPOSED.
3. OCCUPANT LOAD OF REAR DECK

AREA OF REAR DECK:	500 SF
OCCUPANT LOAD FACTOR:	15 NET
MAXIMUM ALLOWABLE OCCUPANTS:	33
PROPOSED NUMBER OF MOVABLE CHAIRS:	32
PROPOSED NUMBER OF MOVABLE TABLES:	8

KEYNOTES (#)

1 (N) SHED ROOF OVER (N) TRASH ENCLOSURE
2 (N) TRELLIS
3 (E) ROOF
4 (E) PARAPET

LEGEND

ACCESSIBLE PATH OF TRAVEL

TRASH COLLECTION PATH

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APPROVAL STAMP

MILESTONE	DATE
PLANNING SUBMITTAL V1	2022.06.17
PLANNING SUBMITTAL V2	2022.08.01
PLANNING SUBMITTAL V3	2022.11.29
PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

PROJECT NAME
CLOCKWORKS
961 EL CAMINO REAL
MENLO PARK, CA 94025

SHEET TITLE
ROOF PLAN

PROJECT NO.
DRAWN BY SW
CHECKED BY CW

SHEET
A-5

3/16/2023 13:17:12

AREA SUMMARY

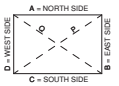
TYPE	EXISTING AREA	% OF PARCEL	PROPOSED AREA	% OF PARCEL
SITE AREA	4160.50 SF	100%	4160.50 SF	100%
GROSS FLOOR AREA	2954.99 SF	72%	2951.81 SF	71%
BUILDING COVERAGE	2363.37 SF	58%	2403.80 SF	58%
IMPERVIOUS AREA	3104.56 SF	75%	2916.17 SF	71%
LANDSCAPING	1055.94 SF	25%	468.96 SF	11%

LEGEND

- AREA CALCULATION POLYGON
- GROSS FLOOR AREA
- BUILDING COVERAGE
- (E) IMPERVIOUS AREA
- (E) IMPERVIOUS AREA TO (N) IMPERVIOUS AREA
- (E) PERVIOUS AREA TO (N) IMPERVIOUS AREA
- (E) IMPERVIOUS AREA TO (N) PERVIOUS AREA

GENERAL NOTES

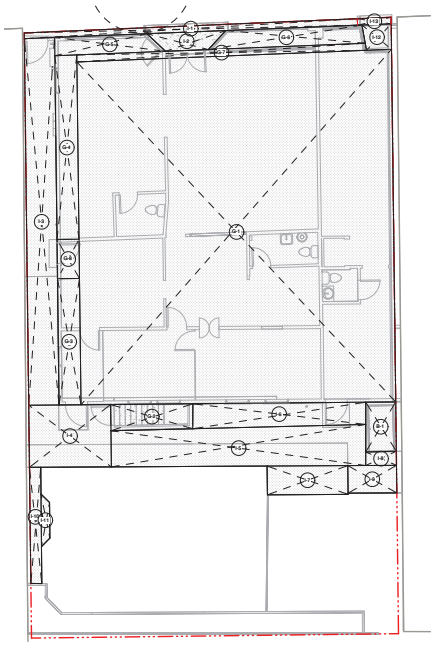
1. DIMENSIONS AND AREAS SHOWN ON THIS SHEET ARE FOR REFERENCE ONLY AND SHALL BE CONSIDERED APPROXIMATED. DIMENSIONS ARE ROUNDED TO NEAREST 1/4" FOR CLARITY. CALCULATED AREAS ARE ROUNDED TO THE NEAREST 2 DECIMAL PLACES (ROUNDING ERRORS MAY OCCUR).
2. AREA BOUNDARIES ARE MEASURED TO EXTERIOR FACE OF EXTERIOR WALLS, TO EDGES OF PAVING, AND/OR TO ASSUMED PROPERTY LINES.
3. ALL AREAS ARE CALCULATED USING BRETSCHNEIDER'S FORMULA FOR THE AREA OF A NON-RECTANGULAR QUADRILATERAL. THIS METHOD IS USED DUE TO THE IRREGULARITY OF EXISTING SITE/BUILDING CONDITIONS. THIS METHOD USES THE LENGTHS OF EACH SIDE AND THE LENGTHS OF THE DIAGONALS TO DETERMINE THE AREA:



$$\text{AREA} = 1/4 \times \sqrt{4 \times P^2 \times Q^2 - (B^2 + D^2 - A^2 - C^2)^2}$$

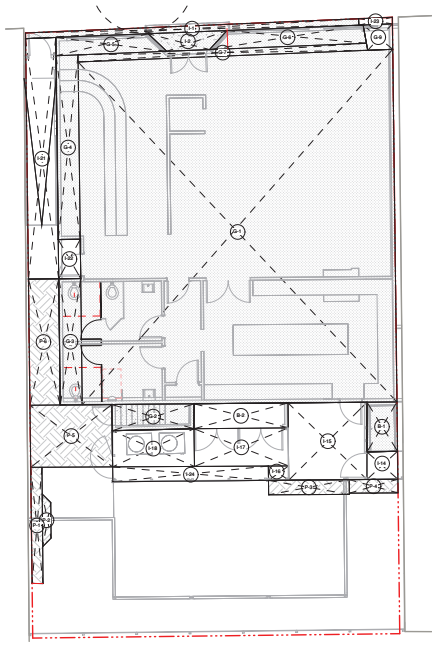
EXISTING AREA CALCULATIONS

NO.	A	B	C	D	P	Q	AREA
B-1	4' - 1"	6' - 8 1/2"	4' - 2"	6' - 9 1/4"	7' - 11 1/4"	7' - 10 1/2"	27.83 SF
G-1	42' - 10 3/4"	48' - 0 1/2"	42' - 10 1/2"	46' - 8 1/2"	64' - 3 1/2"	63' - 6"	2031.21 SF
G-2	11' - 2 1/2"	3' - 4 3/4"	11' - 1 3/4"	3' - 7"	11' - 9"	11' - 8"	38.97 SF
G-3	3' - 0"	17' - 2 1/2"	3' - 0"	17' - 2 1/2"	17' - 5 1/2"	17' - 5 1/2"	51.61 SF
G-4	3' - 0"	25' - 1 1/2"	3' - 0"	25' - 0 1/2"	25' - 3 3/4"	25' - 2 3/4"	75.25 SF
G-5	12' - 7"	3' - 6"	15' - 1 1/4"	2' - 6"	12' - 10 3/4"	15' - 2 3/4"	34.57 SF
G-6	18' - 6 1/2"	2' - 6 1/4"	21' - 4 3/4"	3' - 6 1/4"	21' - 2 1/4"	19' - 0 3/4"	49.86 SF
G-7	39' - 3 3/4"	0' - 11 3/4"	39' - 5 3/4"	0' - 11 1/2"	39' - 4 1/4"	39' - 5 3/4"	38.06 SF
G-8	3' - 0"	5' - 4"	3' - 0"	5' - 4"	6' - 1 1/2"	6' - 1 1/2"	16.00 SF
I-1	45' - 5"	0' - 10 3/4"	45' - 5 1/4"	0' - 9 1/4"	45' - 5 1/4"	45' - 5"	37.85 SF
I-2	10' - 9 1/4"	3' - 6 1/4"	5' - 10"	3' - 6"	8' - 8 1/4"	8' - 7 3/4"	20.71 SF
I-3	4' - 1 1/2"	50' - 0 3/4"	4' - 1 1/2"	49' - 11 1/4"	50' - 2 3/4"	50' - 1 1/2"	206.21 SF
I-4	11' - 2"	8' - 6"	11' - 2"	8' - 5 1/2"	13' - 11 3/4"	14' - 0 1/2"	94.61 SF
I-5	34' - 8 3/4"	5' - 7"	34' - 7 3/4"	4' - 11"	35' - 1 1/2"	35' - 0 1/4"	182.32 SF
I-6	23' - 6 3/4"	3' - 0 1/4"	23' - 7"	3' - 4 3/4"	23' - 10 1/4"	23' - 8 3/4"	75.75 SF
I-7	11' - 0"	3' - 11"	11' - 0"	3' - 11"	11' - 7 3/4"	11' - 8 1/4"	43.10 SF
I-8	4' - 2"	1' - 11"	4' - 2 1/4"	1' - 10 1/4"	4' - 7 1/4"	4' - 6 3/4"	7.86 SF
I-9	6' - 7 3/4"	3' - 9"	6' - 7 3/4"	3' - 9"	7' - 7 1/4"	7' - 7 3/4"	24.93 SF
I-10	11' - 6 1/2"	15' - 10 1/4"	11' - 6"	15' - 9 3/4"	15' - 10 1/2"	15' - 11"	23.99 SF
I-11	1' - 7 1/2"	4' - 10 1/4"	1' - 7 1/2"	7' - 2"	6' - 1 1/2"	6' - 1 1/2"	6.93 SF
I-12	4' - 0"	3' - 5 1/2"	3' - 5"	3' - 6"	4' - 11 1/4"	5' - 2 1/2"	12.82 SF
I-13	4' - 7 1/4"	0' - 10 3/4"	4' - 7"	0' - 10 3/4"	4' - 8 1/4"	4' - 8"	4.11 SF
TOTAL EXISTING IMPERVIOUS AREA							3104.56 SF



PROPOSED IMPERVIOUS AREA CALCULATIONS

NO.	A	B	C	D	P	Q	AREA
B-2	12' - 9 1/2"	3' - 4 3/4"	12' - 10 1/4"	3' - 4 3/4"	13' - 3 1/2"	13' - 3"	43.61 SF
G-9	4' - 0"	3' - 5 1/2"	3' - 5"	3' - 6"	4' - 11 1/4"	5' - 2 1/2"	12.82 SF
I-14	4' - 2"	3' - 9 3/4"	4' - 2 1/2"	3' - 9"	5' - 8"	5' - 7 1/4"	15.84 SF
I-15	10' - 9"	10' - 6 1/4"	10' - 8"	10' - 6 1/4"	15' - 0 1/2"	14' - 11 3/4"	112.71 SF
I-16	2' - 9 1/4"	1' - 11 1/4"	2' - 9"	1' - 11 1/2"	3' - 4 1/2"	3' - 4 1/2"	5.38 SF
I-17	12' - 10 1/4"	5' - 2 1/4"	12' - 10"	5' - 1 3/4"	13' - 9 3/4"	13' - 10 1/4"	66.23 SF
I-18	11' - 1 3/4"	5' - 1 3/4"	11' - 1 3/4"	4' - 11"	12' - 2 3/4"	12' - 2 1/2"	56.06 SF
I-21	4' - 1 1/2"	32' - 10 1/2"	4' - 1 1/2"	32' - 9"	33' - 1 1/2"	33' - 0 1/4"	135.29 SF
I-22	3' - 0"	5' - 4"	3' - 0"	5' - 4"	6' - 1 1/2"	6' - 1 1/2"	16.00 SF
I-23	4' - 7 1/4"	0' - 10 3/4"	4' - 7"	0' - 10 3/4"	4' - 8 1/4"	4' - 8"	4.11 SF
IMPERVIOUS AREA TO IMPERVIOUS AREA							468.03 SF
B-1	4' - 1"	6' - 8 1/2"	4' - 2"	6' - 9 1/4"	7' - 11 1/4"	7' - 10 1/2"	27.83 SF
G-1	42' - 10 3/4"	48' - 0 1/2"	42' - 10 1/2"	46' - 8 1/2"	64' - 3 1/2"	63' - 6"	2031.21 SF
G-2	11' - 2 1/2"	3' - 4 3/4"	11' - 1 3/4"	3' - 7"	11' - 9"	11' - 8"	38.97 SF
G-3	3' - 0"	17' - 2 1/2"	3' - 0"	17' - 2 1/2"	17' - 5 1/2"	17' - 5 1/2"	51.61 SF
G-4	3' - 0"	25' - 1 1/2"	3' - 0"	25' - 0 1/2"	25' - 3 3/4"	25' - 2 3/4"	75.25 SF
G-5	12' - 7"	3' - 6"	15' - 1 1/4"	2' - 6"	12' - 10 3/4"	15' - 2 3/4"	34.57 SF
G-6	18' - 6 1/2"	2' - 6 1/4"	21' - 4 3/4"	3' - 6 1/4"	21' - 2 1/4"	19' - 0 3/4"	49.86 SF
G-7	39' - 3 3/4"	0' - 11 3/4"	39' - 5 3/4"	0' - 11 1/2"	39' - 4 1/4"	39' - 5 3/4"	38.06 SF
I-1	45' - 5"	0' - 10 3/4"	45' - 5 1/4"	0' - 9 1/4"	45' - 5 1/4"	45' - 5"	37.85 SF
I-2	10' - 9 1/4"	3' - 6 1/4"	5' - 10"	3' - 6"	8' - 8 1/4"	8' - 7 3/4"	20.71 SF
IMPERVIOUS AREA TO REMAIN							2405.92 SF
I-24	21' - 2 1/2"	1' - 11 1/2"	21' - 2 1/2"	2' - 0 1/4"	21' - 3 1/2"	21' - 3 3/4"	42.22 SF
PERVIOUS AREA TO IMPERVIOUS AREA							42.22 SF
TOTAL PROPOSED IMPERVIOUS AREA							2916.17 SF
P-1	11' - 6 1/2"	15' - 10 1/4"	11' - 6"	15' - 9 3/4"	15' - 10 1/2"	15' - 11"	23.99 SF
P-2	1' - 7 1/2"	4' - 10 1/4"	1' - 7 1/2"	7' - 2"	6' - 1 1/2"	6' - 1 1/2"	6.93 SF
P-3	11' - 0"	2' - 0"	11' - 0"	1' - 11 1/2"	11' - 2"	11' - 2 1/4"	21.85 SF
P-4	6' - 7 3/4"	1' - 10 1/2"	6' - 7 3/4"	1' - 10"	6' - 10 1/2"	6' - 10 3/4"	12.30 SF
P-5	11' - 2"	8' - 6"	11' - 2"	8' - 5 1/2"	13' - 11 3/4"	14' - 0 1/2"	94.61 SF
P-6	17' - 2 1/2"	4' - 1 1/2"	17' - 2 1/4"	4' - 1 1/2"	17' - 8 1/4"	17' - 8"	70.92 SF
IMPERVIOUS AREA TO PERVIOUS AREA							230.61 SF



2 EXISTING AREA - MAIN LEVEL
1/8" = 1'-0"

1 PROPOSED AREA - MAIN LEVEL
1/8" = 1'-0"

0' 4' 8' 16'

CAW ARCHITECTS
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STAMP

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APPROVAL STAMP

MILESTONE	DATE
PLANNING SUBMITTAL V1	2022.06.17
PLANNING SUBMITTAL V2	2022.08.01
PLANNING SUBMITTAL V3	2022.11.29
PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

PROJECT NAME
CLOCKWORKS
961 EL CAMINO REAL
MENLO PARK, CA 94025

SHEET TITLE
AREA CALCULATIONS

PROJECT NO.
DRAWN BY SW
CHECKED BY CW

SHEET
A-6

3/16/2023 13:17:16

AREA SUMMARY

TYPE	EXISTING AREA	% OF PARCEL	PROPOSED AREA	% OF PARCEL
SITE AREA	4160.50 SF	100%	4160.50 SF	100%
GROSS FLOOR AREA	2954.99 SF	72%	2951.81 SF	71%
BUILDING COVERAGE	2363.37 SF	58%	2403.80 SF	58%
IMPERVIOUS AREA	3104.56 SF	75%	2916.17 SF	71%
LANDSCAPING	1055.94 SF	25%	468.96 SF	11%

LEGEND

- AREA CALCULATION POLYGON
- GROSS FLOOR AREA
- BUILDING COVERAGE
- (E) IMPERVIOUS AREA
- (E) IMPERVIOUS AREA TO (N) IMPERVIOUS AREA
- (E) PERVIOUS AREA TO (N) IMPERVIOUS AREA
- (E) IMPERVIOUS AREA TO (N) PERVIOUS AREA

GENERAL NOTES

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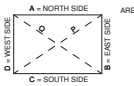
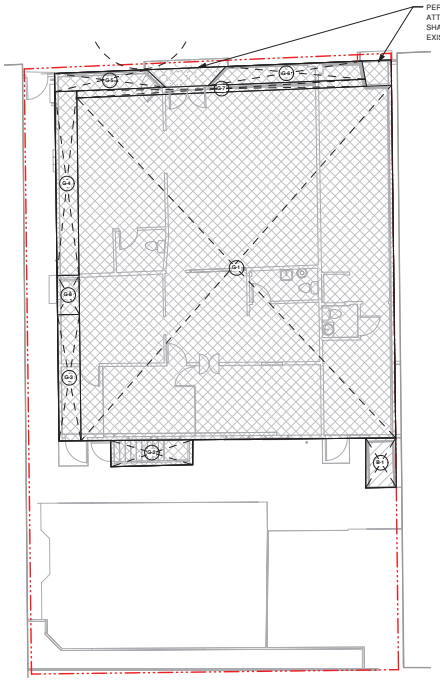
2. AREA BOUNDARIES ARE MEASURED TO EXTERIOR FACE OF EXTERIOR WALLS, TO EDGES OF PAVING, AND/OR TO ASSUMED PROPERTY LINES.
3. ALL AREAS ARE CALCULATED USING BRETSCHNEIDER'S FORMULA FOR THE AREA OF A NON-RECTANGULAR QUADRILATERAL. THIS METHOD IS USED DUE TO THE IRREGULARITY OF EXISTING SITE/BUILDING CONDITIONS. THIS METHOD USES THE LENGTHS OF EACH SIDE AND THE LENGTHS OF THE DIAGONALS TO DETERMINE THE AREA:



$$\text{AREA} = 1/4 \times \sqrt{4 \times P^2 \times Q^2 - (B^2 + D^2 - A^2 - C^2)^2}$$

EXISTING AREA CALCULATIONS AND SUMMARY

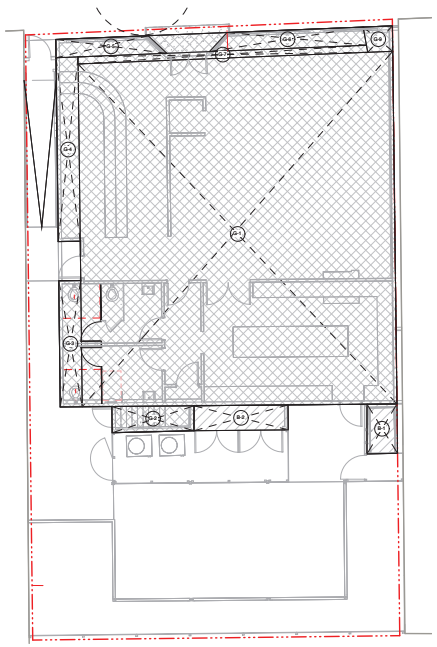
NO.	A	B	C	D	P	Q	AREA
B-1	4' - 1"	6' - 8 1/2"	4' - 2"	6' - 9 1/4"	7' - 11 1/4"	7' - 10 1/2"	27.83 SF
							27.83 SF
G-1	42' - 10 3/4"	48' - 0 1/2"	42' - 10 1/2"	46' - 8 1/2"	64' - 3 1/2"	63' - 6"	2031.21 SF
G-2	11' - 2 1/2"	3' - 4 3/4"	11' - 1 3/4"	3' - 7"	11' - 9"	11' - 8"	38.97 SF
G-3	3' - 0"	17' - 2 1/2"	3' - 0"	17' - 2 1/2"	17' - 5 1/2"	17' - 5 1/2"	51.61 SF
G-4	3' - 0"	25' - 1 1/2"	3' - 0"	25' - 0 1/2"	25' - 3 3/4"	25' - 2 3/4"	75.25 SF
G-5	12' - 7"	3' - 6"	15' - 1 1/4"	2' - 6"	12' - 10 3/4"	15' - 2 3/4"	34.57 SF
G-6	18' - 6 1/2"	2' - 6 1/4"	21' - 4 3/4"	3' - 6 1/4"	21' - 2 1/4"	19' - 0 3/4"	49.86 SF
G-7	39' - 3 3/4"	0' - 11 3/4"	39' - 5 3/4"	0' - 11 1/2"	39' - 4 1/4"	39' - 5 3/4"	38.06 SF
G-8	3' - 0"	5' - 4"	3' - 0"	5' - 4"	6' - 1 1/2"	6' - 1 1/2"	16.00 SF
GROSS FLOOR AREA							2335.54 SF
BUILDING COVERAGE							2363.37 SF



3 EXISTING AREA - MAIN LEVEL
1/8" = 1'-0"

PROPOSED AREA CALCULATIONS - MAIN LEVEL

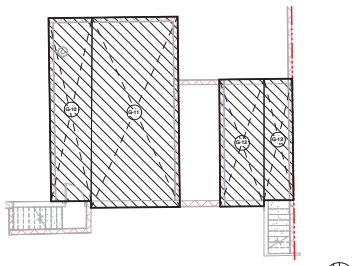
NO.	A	B	C	D	P	Q	AREA
B-1	4' - 1"	6' - 8 1/2"	4' - 2"	6' - 9 1/4"	7' - 11 1/4"	7' - 10 1/2"	27.83 SF
B-2	12' - 9 1/2"	3' - 4 3/4"	12' - 10 1/4"	3' - 4 3/4"	13' - 3 1/2"	13' - 3"	43.61 SF
							71.44 SF
G-1	42' - 10 3/4"	48' - 0 1/2"	42' - 10 1/2"	46' - 8 1/2"	64' - 3 1/2"	63' - 6"	2031.21 SF
G-2	11' - 2 1/2"	3' - 4 3/4"	11' - 1 3/4"	3' - 7"	11' - 9"	11' - 8"	38.97 SF
G-3	3' - 0"	17' - 2 1/2"	3' - 0"	17' - 2 1/2"	17' - 5 1/2"	17' - 5 1/2"	51.61 SF
G-4	3' - 0"	25' - 1 1/2"	3' - 0"	25' - 0 1/2"	25' - 3 3/4"	25' - 2 3/4"	75.25 SF
G-5	12' - 7"	3' - 6"	15' - 1 1/4"	2' - 6"	12' - 10 3/4"	15' - 2 3/4"	34.57 SF
G-6	18' - 6 1/2"	2' - 6 1/4"	21' - 4 3/4"	3' - 6 1/4"	21' - 2 1/4"	19' - 0 3/4"	49.86 SF
G-7	39' - 3 3/4"	0' - 11 3/4"	39' - 5 3/4"	0' - 11 1/2"	39' - 4 1/4"	39' - 5 3/4"	38.06 SF
G-9	4' - 0"	3' - 5 1/2"	3' - 5"	3' - 6"	4' - 11 1/4"	5' - 2 1/2"	12.82 SF
GROSS FLOOR AREA							2332.36 SF
BUILDING COVERAGE							2403.80 SF
IMPERVIOUS AREA							2403.80 SF



2 PROPOSED AREA - MAIN LEVEL
1/8" = 1'-0"

PROPOSED AREA CALCULATIONS - BASEMENT

NO.	A	B	C	D	P	Q	AREA
G-10	5' - 11 1/2"	24' - 11 3/4"	5' - 5 1/2"	24' - 11 1/2"	25' - 7 3/4"	25' - 7"	142.32 SF
G-11	11' - 7 3/4"	25' - 11 1/4"	12' - 1"	25' - 10 3/4"	28' - 7"	28' - 5 1/4"	307.62 SF
G-12	6' - 1 1/4"	17' - 4"	5' - 11 3/4"	17' - 3 3/4"	18' - 4 1/2"	18' - 3 3/4"	104.58 SF
G-13	3' - 10"	16' - 6 1/2"	4' - 0 1/4"	16' - 6 1/4"	17' - 0"	16' - 11 3/4"	64.93 SF
GROSS FLOOR AREA							619.45 SF



1 AREA - BASEMENT (NO WORK)
1/8" = 1'-0"

0' 4' 8' 16'

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STAMP

CONSULTANTS

APPROVAL STAMP

MILESTONE	DATE
PLANNING SUBMITTAL V1	2022.06.17
PLANNING SUBMITTAL V2	2022.08.01
PLANNING SUBMITTAL V3	2022.11.29
PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

PROJECT NAME
CLOCKWORKS
961 EL CAMINO REAL
MENLO PARK, CA 94025

SHEET TITLE
AREA CALCULATIONS

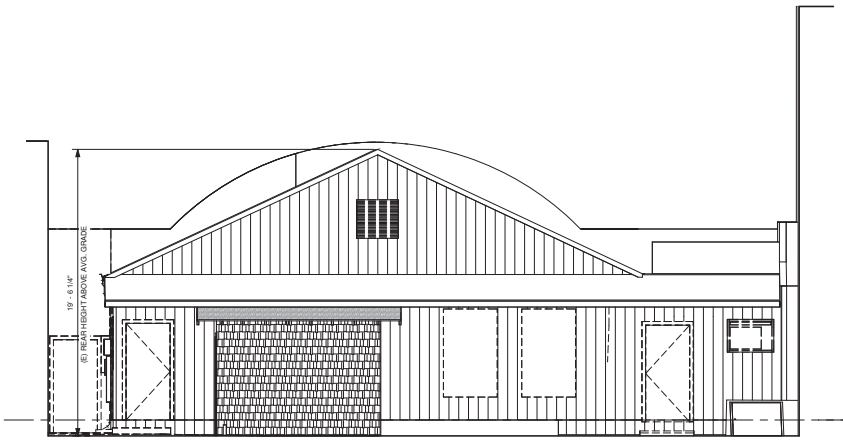
PROJECT NO.
DRAWN BY SW
CHECKED BY CW

SHEET
A-7

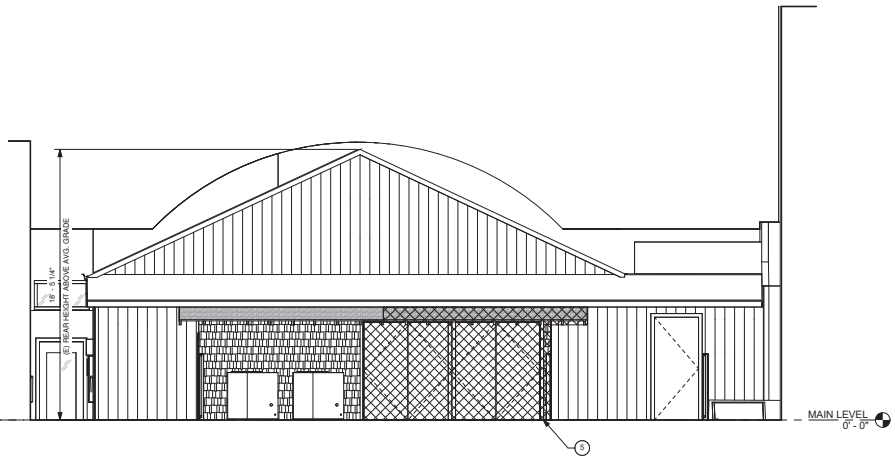
3/16/2023 13:17:20

KEYNOTES (#)

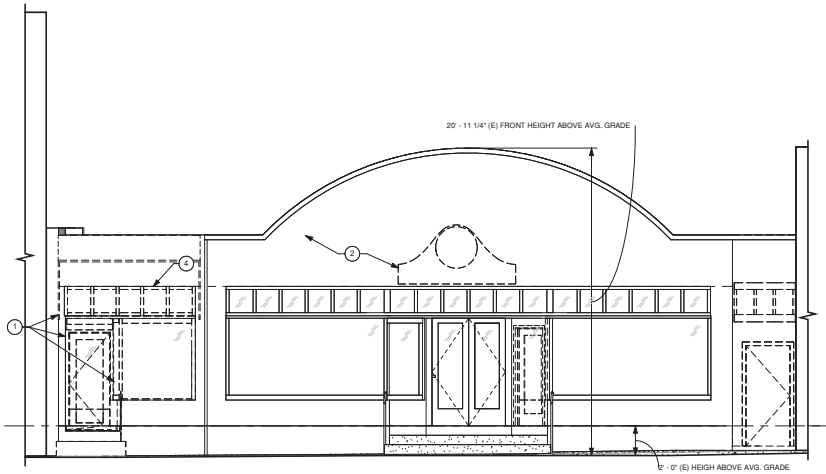
1 EXISTING DOOR, WINDOW, AND AWNING TO BE REMOVED
2 (E) PAINT COLOR AND SIGNAGE TO REMAIN. TOUCH UP AS NEEDED.
3 (N) WALL FINISH TO MATCH (E) WALL FINISH. SEE 3/A-5 FOR COLOR PHOTO.
4 FACE OF FINISHED CEILING (INTERIOR)
5 (N) TRASH ENCLOSURE
6 (N) WINDOWS



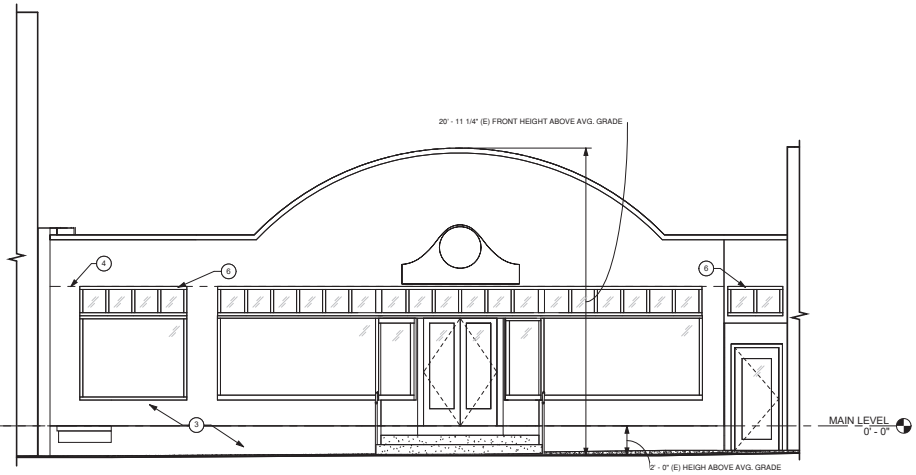
4 DEMO SOUTH (BACK) ELEVATION
1/4" = 1'-0"



2 PROPOSED SOUTH (BACK) ELEVATION
1/4" = 1'-0"



3 DEMO NORTH (FRONT) ELEVATION
1/4" = 1'-0"



1 PROPOSED NORTH (FRONT) ELEVATION
1/4" = 1'-0"

0' 2' 4' 8'

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APPROVAL STAMP

MILESTONE	DATE
PLANNING SUBMITTAL V1	2022.06.17
PLANNING SUBMITTAL V2	2022.08.01
PLANNING SUBMITTAL V3	2022.11.29
PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

PROJECT NAME
CLOCKWORKS
961 EL CAMINO REAL
MENLO PARK, CA 94025

SHEET TITLE
BUILDING ELEVATIONS

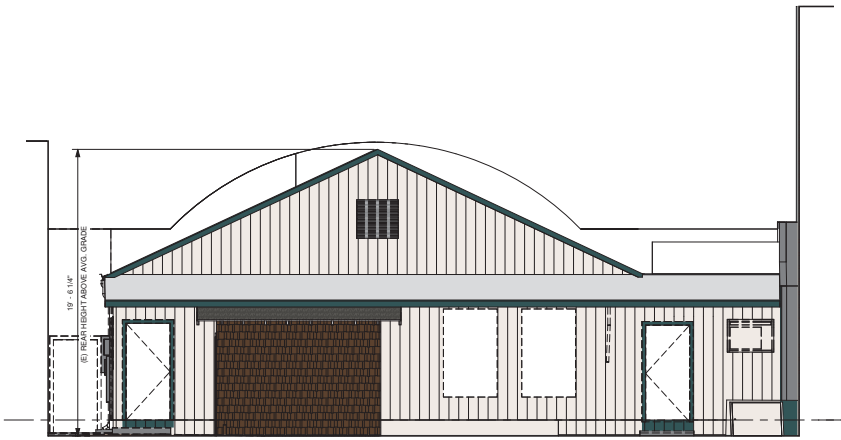
PROJECT NO.
DRAWN BY SW
CHECKED BY CW

SHEET
A-8

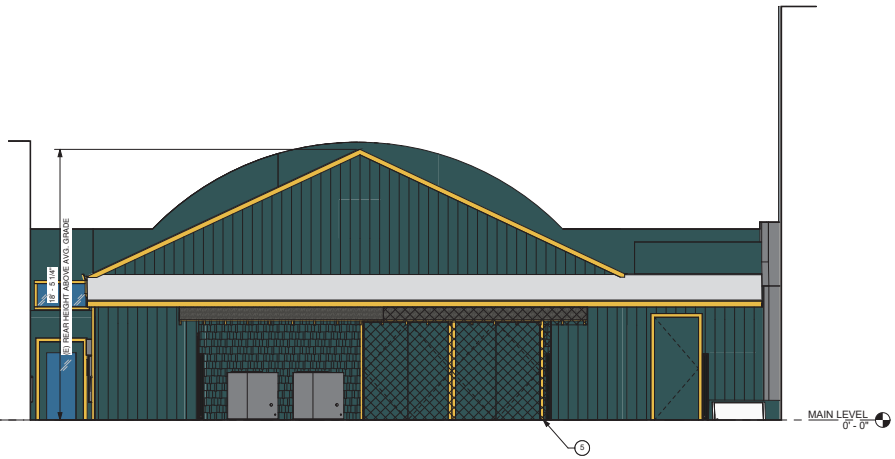
3/16/2023 13:17:22

KEYNOTES

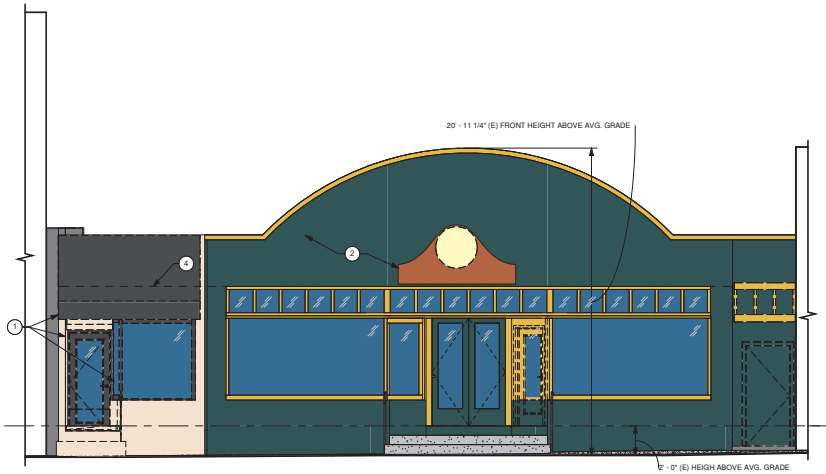
1 EXISTING DOOR, WINDOW, AND AWNING TO BE REMOVED
2 (E) PAINT COLOR AND SIGNAGE TO REMAIN. TOUCH UP AS NEEDED.
3 (N) WALL FINISH TO MATCH (E) WALL FINISH. SEE 3/A-5 FOR COLOR PHOTO.
4 FACE OF FINISHED CEILING (INTERIOR)
5 (N) TRASH ENCLOSURE
6 (N) WINDOWS



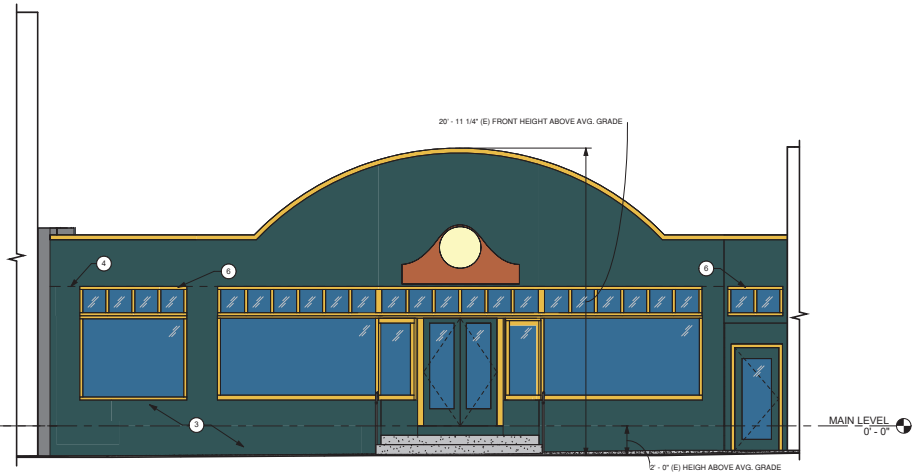
4 DEMO SOUTH (BACK) ELEVATION
1/4" = 1'-0"



2 PROPOSED SOUTH (BACK) ELEVATION
1/4" = 1'-0"



3 DEMO NORTH (FRONT) ELEVATION
1/4" = 1'-0"



1 PROPOSED NORTH (FRONT) ELEVATION
1/4" = 1'-0"

0' 2' 4' 8'

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APPROVAL STAMP

MILESTONE	DATE
PLANNING SUBMITTAL V1	2022.06.17
PLANNING SUBMITTAL V2	2022.08.01
PLANNING SUBMITTAL V3	2022.11.29
PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

PROJECT NAME
CLOCKWORKS
961 EL CAMINO REAL
MENLO PARK, CA 94025

SHEET TITLE
BUILDING ELEVATIONS (COLOR)

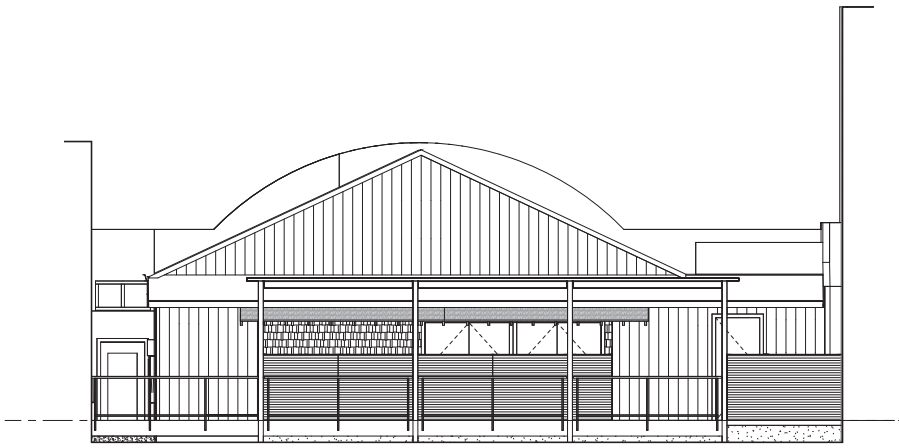
PROJECT NO.
DRAWN BY SW
CHECKED BY CW

SHEET
A-8A

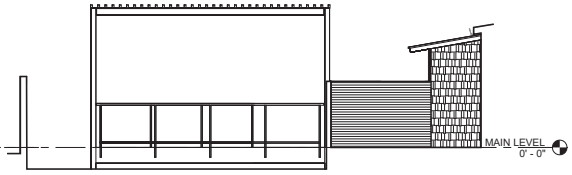
3/16/2023 13:17:24

KEYNOTES (#)

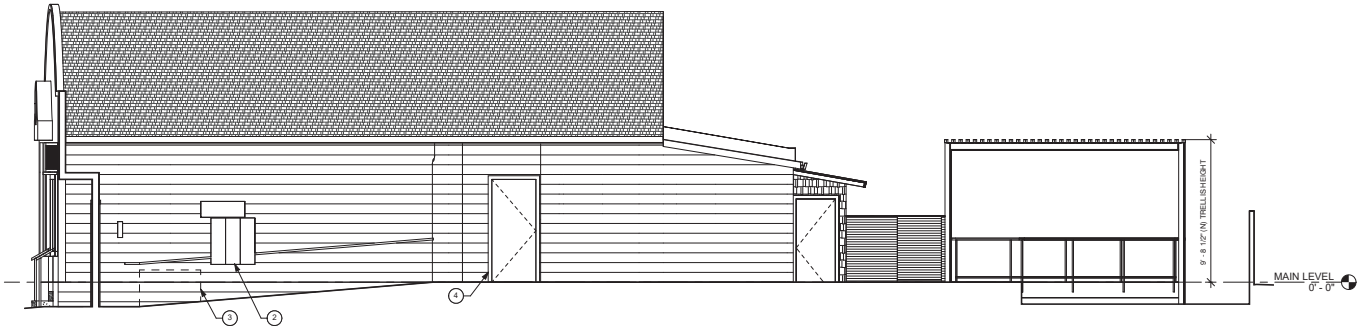
1 (E) ELECTRICAL SERVICE PANEL
2 (E) ELECTRICAL METERS
3 (E) GAS METER AND PIPING
4 (N) ACCESSIBLE ENTRY DOOR



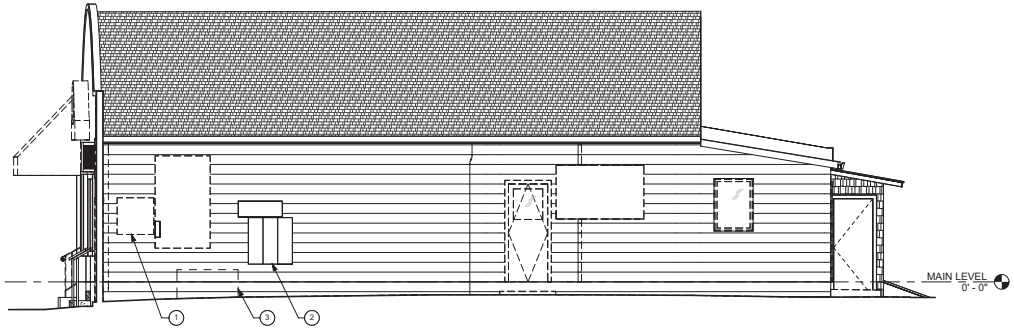
3 PROPOSED SOUTH (REAR) ELEVATION - DECK
1/4" = 1'-0"



4 PROPOSED EAST (LEFT) ELEVATION - DECK
1/4" = 1'-0"



2 PROPOSED WEST (RIGHT) ELEVATION
1/4" = 1'-0"



1 DEMO WEST (RIGHT) ELEVATION
1/4" = 1'-0"

0' 2' 4' 8'

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APPROVAL STAMP

MILESTONE	DATE
PLANNING SUBMITTAL V1	2022.06.17
PLANNING SUBMITTAL V2	2022.08.01
PLANNING SUBMITTAL V3	2022.11.29
PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

PROJECT NAME

CLOCKWORKS

961 EL CAMINO REAL

MENLO PARK, CA 94025

SHEET TITLE

DECK AND TRELLIS ELEVATIONS

PROJECT NO.
DRAWN BY SW
CHECKED BY CW

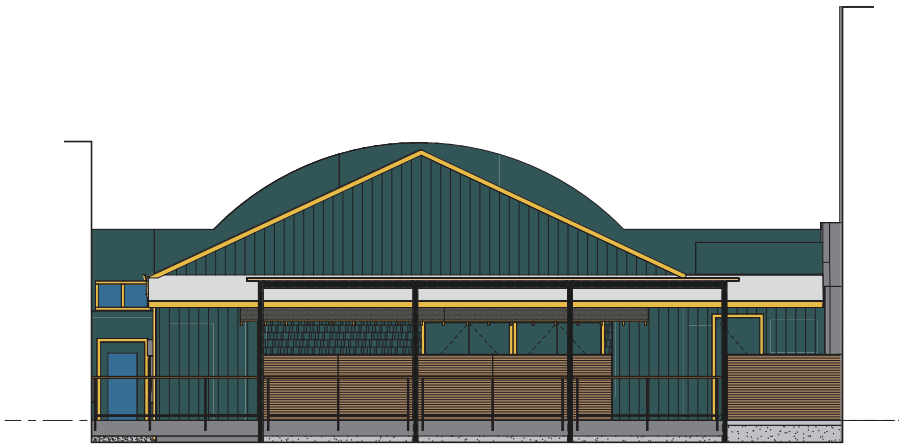
SHEET

A-9

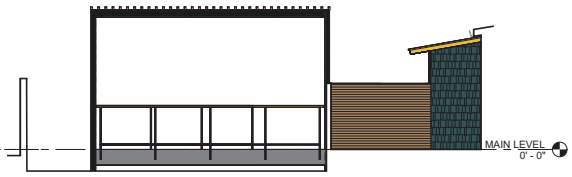
3/16/2023 13:17:26

KEYNOTES (#)

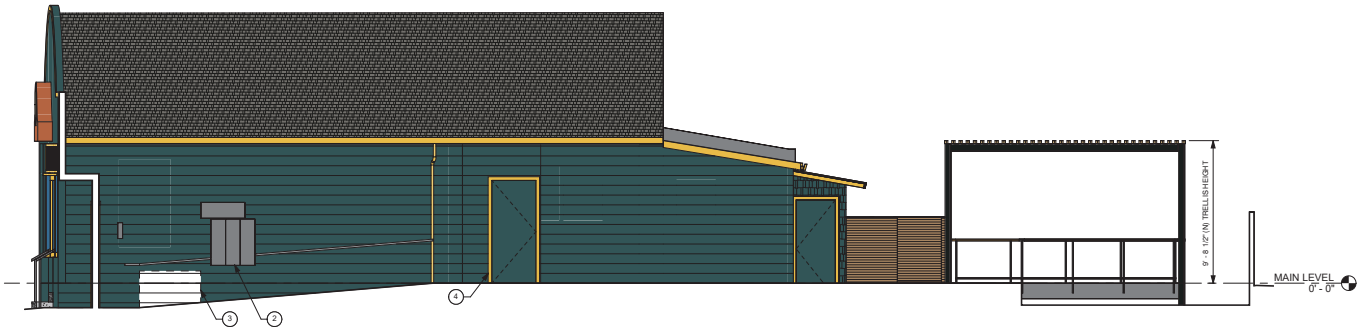
1 (E) ELECTRICAL SERVICE PANEL
2 (E) ELECTRICAL METERS
3 (E) GAS METER AND PIPING
4 (N) ACCESSIBLE ENTRY DOOR



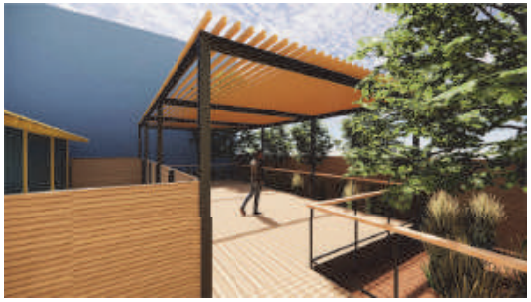
3 PROPOSED SOUTH (REAR) ELEVATION - DECK
1/4" = 1'-0"



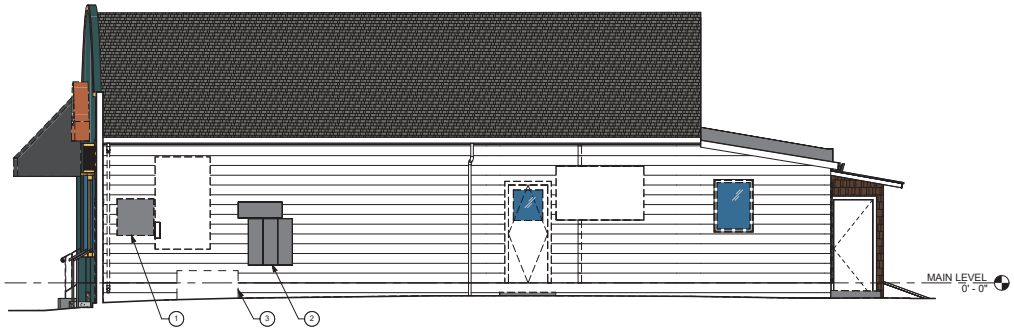
4 PROPOSED EAST (LEFT) ELEVATION - DECK
1/4" = 1'-0"



2 PROPOSED WEST (RIGHT) ELEVATION
1/4" = 1'-0"



5 RENDERING OF PROPOSED REAR DECK & TRELLIS
12" = 1'-0"



1 WEST (RIGHT) ELEVATION
1/4" = 1'-0"

0' 2' 4' 8'

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STAMP

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PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

PROJECT NAME
CLOCKWORKS
961 EL CAMINO REAL
MENLO PARK, CA 94025

SHEET TITLE
DECK AND TRELLIS ELEVATIONS (COLOR)

PROJECT NO.
DRAWN BY SW
CHECKED BY CW

SHEET
A-9A

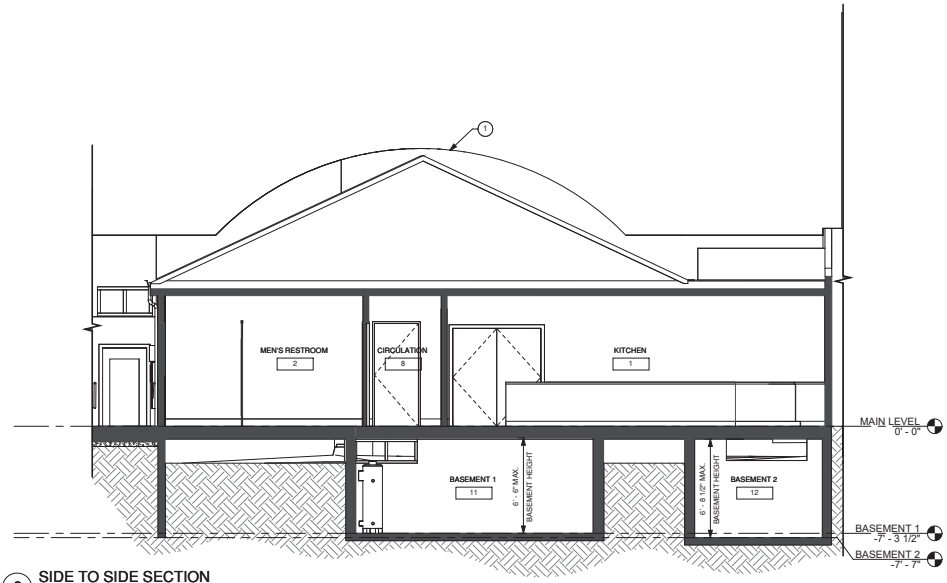
3/16/2023 13:17:28

KEYNOTES

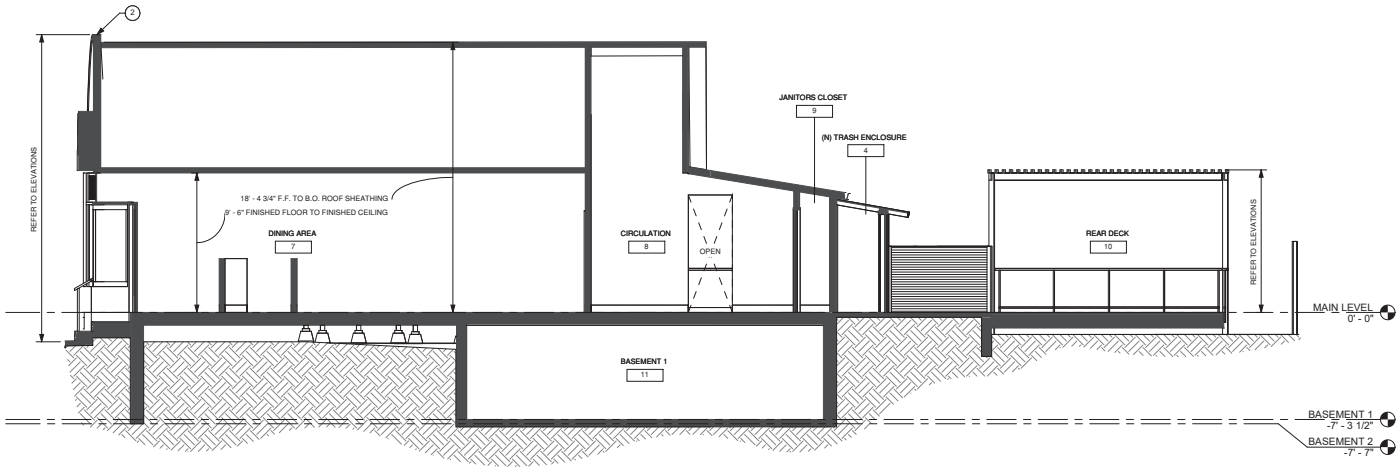
1 (E) CURVING PARAPET BEYOND
2 (E) CURVING PARAPET

GENERAL NOTES

1. SEE ELEVATIONS ON A-6 FOR ADDITIONAL HEIGHT DIMENSIONS.



2 SIDE TO SIDE SECTION
1/4" = 1'-0"



1 FRONT TO REAR SECTION
1/4" = 1'-0"

0' 2' 4' 8'

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PLANNING SUBMITTAL V5	2023.03.16

PROJECT NAME

CLOCKWORKS

961 EL CAMINO REAL
MENLO PARK, CA 94025

SHEET TITLE

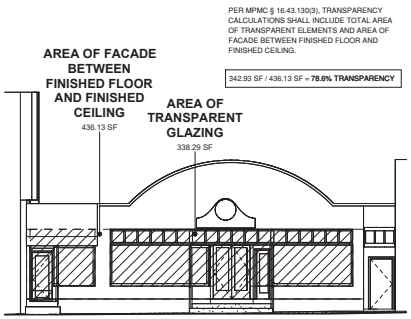
BUILDING SECTIONS

PROJECT NO.
DRAWN BY SW
CHECKED BY CW

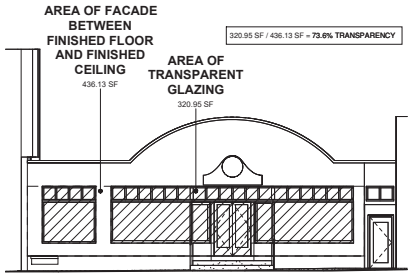
SHEET

A-10

3/16/2023 13:17:29



6 EXISTING FRONT ELEVATION - TRANSPARENCY
1/8" = 1'-0"



5 PROPOSED FRONT ELEVATION - TRANSPARENCY
1/8" = 1'-0"

4 STREETSCAPE DIAGRAM WITH PROPOSED ELEVATION
1/16" = 1' - 0"

3 NORTH (FRONT) ELEVATION PHOTO
NOT TO SCALE

2 (E) SOUTH (REAR) ELEVATION PHOTOS
NOT TO SCALE

1 (E) STREETSCAPE PHOTOS
NOT TO SCALE

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STAMP

CONSULTANTS

APPROVAL STAMP

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PLANNING SUBMITTAL V4	2023.02.24
PLANNING SUBMITTAL V5	2023.03.16

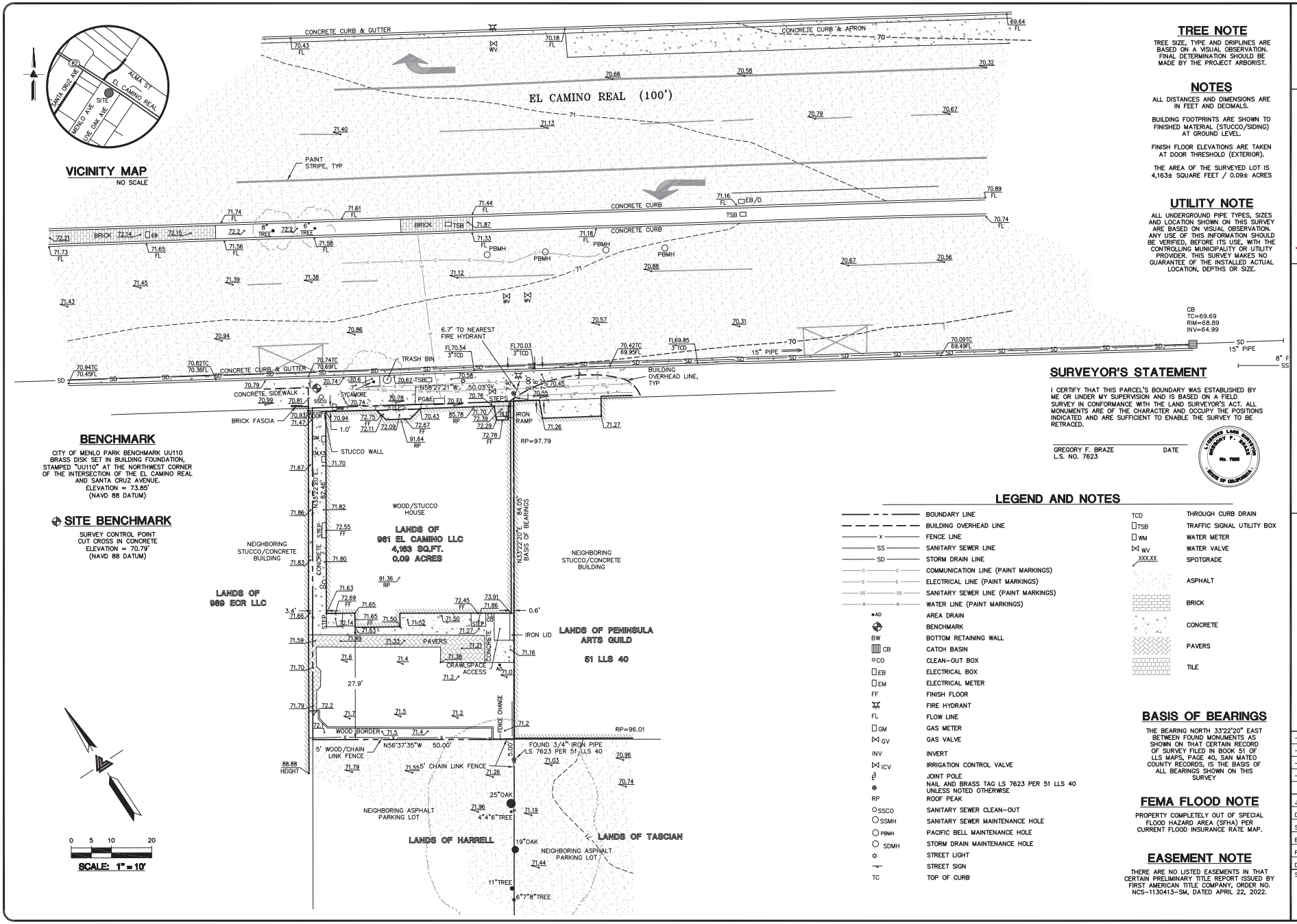
PROJECT NAME
CLOCKWORKS
961 EL CAMINO REAL
MENLO PARK, CA 94025

SHEET TITLE
EXISTING SITE PHOTOS

PROJECT NO.
DRAWN BY SW
CHECKED BY CW

SHEET
A-11

3/16/2023 13:17:34



VICINITY MAP

NO SCALE

BENCHMARK

CITY OF MENLO PARK BENCHMARK UU110
BRASS DISK SET IN BUILDING FOUNDATION,
STAMPED "UU110" AT THE NORTHWEST CORNER
OF THE INTERSECTION OF THE EL CAMINO REAL
AND SANTA CRUZ AVENUE.
ELEVATION = 73.85'
(NAVD 88 DATUM)

SITE BENCHMARK

SURVEY CONTROL POINT
CUT CROSS IN CONCRETE
ELEVATION = 70.79'
(NAVD 88 DATUM)

SCALE: 1" = 10'

TREE NOTE

TREE SIZE, TYPE AND DRIPLINES ARE BASED ON A VISUAL OBSERVATION. FINAL DETERMINATION SHOULD BE MADE BY THE PROJECT ARBORIST.

NOTES

ALL DISTANCES AND DIMENSIONS ARE IN FEET AND DECIMALS.

BUILDING FOOTPRINTS ARE SHOWN TO FINISHED MATERIAL (STUCCO/SIDING) AT GROUND LEVEL.

FINISH FLOOR ELEVATIONS ARE TAKEN AT DOOR THRESHOLD (EXTERIOR).

THE AREA OF THE SURVEYED LOT IS 4,163± SQUARE FEET / 0.09± ACRES

UTILITY NOTE

ALL UNDERGROUND PIPE TYPES, SIZES AND LOCATION SHOWN ON THIS SURVEY ARE BASED ON VISUAL OBSERVATION. ANY USE OF THIS INFORMATION SHOULD BE VERIFIED, BEFORE ITS USE, WITH THE CONTROLLING MUNICIPALITY OR UTILITY PROVIDER. THIS SURVEY MAKES NO GUARANTEE OF THE INSTALLED ACTUAL LOCATION, DEPTHS OR SIZE.

SURVEYOR'S STATEMENT

I CERTIFY THAT THIS PARCEL'S BOUNDARY WAS ESTABLISHED BY ME OR UNDER MY SUPERVISION AND IS BASED ON A FIELD SURVEY IN CONFORMANCE WITH THE LAND SURVEYOR'S ACT. ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED AND ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

GREGORY F. BRAZE
L.S. NO. 7623

DATE

I, LICENSED LAND SURVEYOR, GREGORY F. BRAZE, No. 7623, STATE OF CALIFORNIA

LEGEND AND NOTES

- BOUNDARY LINE
- BUILDING OVERHEAD LINE
- FENCE LINE
- SANITARY SEWER LINE
- STORM DRAIN LINE
- COMMUNICATION LINE (PAINT MARKINGS)
- ELECTRICAL LINE (PAINT MARKINGS)
- SANITARY SEWER LINE (PAINT MARKINGS)
- WATER LINE (PAINT MARKINGS)
- AREA DRAIN
- BENCHMARK
- BOTTOM RETAINING WALL
- CATCH BASIN
- CLEAN-OUT BOX
- ELECTRICAL BOX
- ELECTRICAL METER
- FINISH FLOOR
- FIRE HYDRANT
- FLOW LINE
- GAS METER
- GAS VALVE
- INVERT
- IRRIGATION CONTROL VALVE
- JOINT POLE
- NAIL AND BRASS TAG LS 7623 PER 51 LLS 40 UNLESS NOTED OTHERWISE
- ROOF PEAK
- SANITARY SEWER CLEAN-OUT
- SANITARY SEWER MAINTENANCE HOLE
- PACIFIC BELL MAINTENANCE HOLE
- STORM DRAIN MAINTENANCE HOLE
- STREET LIGHT
- STREET SIGN
- TOP OF CURB
- THROUGH CURB DRAIN
- TRAFFIC SIGNAL UTILITY BOX
- WATER METER
- WATER VALVE
- SPOTGRADE
- ASPHALT
- BRICK
- CONCRETE
- PAVERS
- TILE

BASIS OF BEARINGS

THE BEARING NORTH 33°22'20" EAST BETWEEN FOUND MONUMENTS AS SHOWN ON THAT CERTAIN RECORD OF SURVEY FILED IN BOOK 51 OF LLS MAPS, PAGE 40, SAN MATEO COUNTY RECORDS, IS THE BASIS OF ALL BEARINGS SHOWN ON THIS SURVEY

FEMA FLOOD NOTE

PROPERTY COMPLETELY OUT OF SPECIAL FLOOD HAZARD AREA (SFHA) PER CURRENT FLOOD INSURANCE RATE MAP.

EASEMENT NOTE

THERE ARE NO LISTED EASEMENTS IN THAT CERTAIN PRELIMINARY TITLE REPORT ISSUED BY FIRST AMERICAN TITLE COMPANY, ORDER NO. NCS-1130413-SM, DATED APRIL 22, 2022.

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961 EL CAMINO REAL
MENLO PARK
CALIFORNIA

APN: 071-288-210

SAN MATEO COUNTY

TOPOGRAPHIC SURVEY

REVISIONS	BY
–	–
–	–
–	–
–	–

JOB NO:	2221941
DATE:	12-13-22
SCALE:	1"=10'
BNDY BY:	DN
FIELD BY:	AO
DRAWN BY:	DDR
SHEET NO:	SU1

1 OF 1 SHEETS

Clockworks
Project Description
March 21, 2023

Project Site

The subject property is located at 961 El Camino Real to the south of the corner of El Camino Real and Menlo Avenue, on the edge of the Downtown area. The parcel is located within the El Camino Real/Downtown Specific Plan's El Camino Real South-West (ECR SW) sub-district. The parcel consists of a one-story commercial building (Menlo Clock Works). The Clock Works store provides for watch and clock repair, as well as retail sales. The surrounding properties are also located in the SP/ECR-D zoning district. The parcels to the north, across El Camino Real, and to the south are developed with offices. The property to the west, consists of a small shopping center with a variety of retail, service and restaurant uses. Directly adjacent to the east is the Guild Theater, and to the south (rear of the property) is a parking lot that is part of the office use located at 611 Menlo Avenue.

Project Description

The project is proposing a restaurant within the existing commercial building. The restaurant is intended to be a full-service restaurant (including the serving of alcohol) that will include an interior and outdoor dining area, as well as a kitchen/preparation area, counter, as well as storage, etc. The restaurant would occupy approximately 2,952 square feet, which is equivalent to the existing building area, plus a small trash area to be located at the rear of the building. Loading and deliveries would take place by using the side entry located at the northern portion of the building. Delivery trucks can park directly in front of the building at the loading zone along the El Camino Real.

It is intended that the restaurant would be open daily, with the typical hours of operation between 11 a.m to 2 a.m. The restaurant would have approximately 4-6 employees at any given time depending on the demand. Per the project plans, the restaurant would include seating for between 10-12 tables and the outdoor seating would include up to 8 tables. The project proposes a small indoor area to be used for live entertainment. This would only include unamplified music or other similar performances that would take place during the restaurant operating hours of 11 am to 2 am. The project would obtain a On Sale General-Eating Place license (Type 47) from the California Department of Alcohol Beverage Control.

The project has completed public outreach by talking with and notifying their immediate neighbors by informing them of the project and sharing the project plans. In addition, the City sent out a project notice to a required radius.

Architectural Style/Site Layout

Very minimal exterior changes to the building are proposed (please refer to Project Plans) and would retain the overall current building form and elements (main entry and windows) of the existing building. The existing and proposed architectural style is considered early 20th century commercial architectural style

The project does propose removal of a door, window and awning along the El Camino Real frontage in order to provide for restrooms with the building. The project would add a trash enclosure along the rear elevation. Access to the rear of the building would continue to be located via a walkway along the northern portion of the building. This walkway would also provide for ADA access to the restaurant. As stated above, the project proposes to construct new tenant improvements within the space, including the construction of new bathrooms, a kitchen/preparation area, oven area, dining room/seating area and a counter seating area.

Parking and Circulation

The project is proposed in a building that is currently used for retail uses that predates the developments with on-site parking, as such there is no parking on the project site. Customer parking demands are not expected to be excessive based on the hours of operation and the alternative transportation modes (such as biking and walking) available to customers due to the proposed restaurant's location. Based on the project location (within 1/2 mile of transit), the proposed use and the passage of AB 2097, there are no minimum parking requirements applicable to the project.

961 El Camino Real – Exhibit C: Conditions of Approval

LOCATION: 961 El Camino Real	**PROJECT NUMBER:** PLN2022-00041	**APPLICANT:** Lisa Ring	**OWNER:** Jaime D'Alessandro

CONDITIONS OF APPROVAL:

1. Approve the use permit subject to the following ***standard*** conditions:

    a. The applicant shall be required to apply for a building permit within one year from the date of approval (by April 10, 2024) for the use permit to remain in effect.

    b. Development of the project shall be substantially in conformance with the plans prepared by CAW Architects consisting of 13 plan sheets, dated received March 16, 2023 and approved by the Planning Commission on April 10, 2023, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

    c. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.

    d. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.

    e. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.

    f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.

    g. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.

    h. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by Urban Tree Management Inc., dated December 9, 2022.

    i. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application.

    j. The applicant or permittee shall defend, indemnify, and hold harmless the City of Menlo Park or its agents, officers, and employees from any claim, action, or proceeding against the City of Menlo Park or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit, or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant's or permittee's duty to so defend, indemnify, and hold harmless shall be subject to the City's promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City's full cooperation in the applicant's or permittee's defense of said claims, actions, or proceedings.

    k. Notice of Fees Protest – The applicant may protest any fees, dedications, reservations, or other exactions imposed by the City as part of the approval or as a condition of approval of this

LOCATION: 961 El Camino Real	**PROJECT NUMBER:** PLN2022-00041	**APPLICANT:** Lisa Ring	**OWNER:** Jaime D'Alessandro

CONDITIONS OF APPROVAL:

development. Per California Government Code 66020, this 90-day protest period has begun as of the date of the approval of this application.

2. Approve the use permit subject to the following ***project-specific*** conditions:

   a. The applicant shall adhere to and/or implement all mitigation measures which apply to this Project and were adopted as a part of the Mitigation Monitoring and Reporting Programs (MMRPs) for the ConnectMenlo General Plan and the Downtown Specific Plan. These mitigation measures are set forth in Attachment E, attached hereto and incorporated herein by this reference. Failure to meet these requirements may result in delays to the building permit issuance, stop work orders during construction, and/or fines.

   b. Live entertainment shall be limited to the hours of 11 a.m. to 11 p.m.

Menlo Park El Camino Real/Downtown Specific Plan Standards and Guidelines: 961 El Camino Real Compliance Worksheet

Section	Standard or Guideline	Requirement	Evaluation
E.3.1 Development Intensity			
E.3.1.01	Standard	Business and Professional office (inclusive of medical and dental office) shall not exceed one half of the base FAR or public benefit bonus FAR, whichever is applicable.	**Complies:** The base FAR is 1.1 (4,579.3 sf). Project is a restaurant and has no Professional or Business Office use.
E.3.1.02	Standard	Medical and Dental office shall not exceed one third of the base FAR or public benefit bonus FAR, whichever is applicable.	**Not applicable:** No medical or dental office proposed at this time.
E.3.2 Height			
E.3.2.01	Standard	Roof-mounted mechanical equipment, solar panels, and similar equipment may exceed the maximum building height, but shall be screened from view from publicly-accessible spaces.	**Complies:** Project has no rooftop equipment.
E.3.2.02	Standard	Vertical building projections such as parapets and balcony railings may extend up to 4 feet beyond the maximum façade height or the maximum building height, and shall be integrated into the design of the building.	**Not Applicable:** Existing building, no change in height and no existing or proposed parapet.
E.3.2.03	Standard	Rooftop elements that may need to exceed the maximum building height due to their function, such as stair and elevator towers, shall not exceed 14 feet beyond the maximum building height. Such rooftop elements shall be integrated into the design of the building.	**Complies:** Project is well below height limit and has no access to the roof.
E.3.3 Setbacks and Projections within Setbacks			
E.3.3.01	Standard	Front setback areas shall be developed with sidewalks, plazas, and/or landscaping as appropriate.	**Not Applicable:** The front building wall abuts the front lot line with minimal setback.
E.3.3.02	Standard	Parking shall not be permitted in front setback areas.	**Not Applicable:** No parking is provided on site.
E.3.3.03	Standard	In areas where no or a minimal setback is required, limited setback for store or lobby entry recesses shall not exceed a maximum of 4-foot depth and a maximum of 6-foot width.	**Not Applicable:** The building is not in a no or limited setback area.
E.3.3.04	Standard	In areas where no or a minimal setback is required, building projections, such as balconies, bay windows and dormer windows, shall not project beyond a maximum of 3 feet from the building face into the sidewalk clear walking zone, public right-of-way or public spaces, provided they have a minimum 8-foot vertical clearance above the sidewalk clear walking zone, public right-of-way or public space.	**Complies:** Building projections such as balconies, bay windows and dormer windows are not proposed. No building projections extend into the sidewalk clear walking zone.

E.3.3.05	Standard	In areas where setbacks are required, building projections, such as balconies, bay windows and dormer windows, at or above the second habitable floor shall not project beyond a maximum of 5 feet from the building face into the setback area.	**Complies:** Building projections such as balconies, bay windows and dormer windows are not proposed. No building projections extend into the sidewalk clear walking zone.

Section	Standard or Guideline	Requirement	Evaluation
E.3.3.06	Standard	The total area of all building projections shall not exceed 35% of the primary building façade area. Primary building façade is the façade built at the property or setback line.	**Complies:** No existing or proposed building projections are provided.
E.3.3.07	Standard	Architectural projections like canopies, awnings and signage shall not project beyond a maximum of 6 feet horizontally from the building face at the property line or at the minimum setback line. There shall be a minimum of 8-foot vertical clearance above the sidewalk, public right-of-way or public space.	**Complies:** No existing or proposed building projections are provided.
E.3.3.08	Standard	No development activities may take place within the San Francisquito Creek bed, below the creek bank, or in the riparian corridor.	**Complies:** No development activities are proposed within the San Francisquito Creek bed, below the creek bank, or in the riparian corridor.
E.3.4 Massing and Modulation			
E.3.4.1 Building Breaks			
E.3.4.1.01	Standard	The total of all building breaks shall not exceed 25 percent of the primary façade plane in a development.	**Not Applicable:** Required for buildings south of Live Oak Avenue.
E.3.4.1.02	Standard	Building breaks shall be located at ground level and extend the entire building height.	**Not Applicable:** Required for buildings south of Live Oak Avenue.
E.3.4.1.03	Standard	In all districts except the ECR-SE zoning district, recesses that function as building breaks shall have minimum dimensions of 20 feet in width and depth and a maximum dimension of 50 feet in width. For the ECR-SE zoning district, recesses that function as building breaks shall have a minimum dimension of 60 feet in width and 40 feet in depth.	**Not Applicable:** The subject property is in the zoning district: ECR-SW and it is an existing building which is not proposing a façade change other than adding windows.
E.3.4.1.04	Standard	Building breaks shall be accompanied with a major change in fenestration pattern, material and color to have a distinct treatment for each volume.	**Not Applicable:** Required for buildings south of Live Oak Avenue.
E.3.4.1.05	Standard	In all districts except the ECR-SE zoning district, building breaks shall be required as shown in Table E3.	**Not Applicable:** Required for buildings south of Live Oak Avenue.

Section	Standard or Guideline	Requirement	Evaluation
E.3.4.1.06	Standard	In the ECR-SE zoning district, and consistent with Table E4 the building breaks shall: • Comply with Figure E9; • Be a minimum of 60 feet in width, except where noted on Figure E9; • Be a minimum of 120 feet in width at Middle Avenue; • Align with intersecting streets, except for the area between Roble Avenue and Middle Avenue; • Be provided at least every 350 feet in the area between Roble Avenue and Middle Avenue; where properties under different ownership coincide with this measurement, the standard side setbacks (10 to 25 feet) shall be applied, resulting in an effective break of between 20 to 50 feet. • Extend through the entire building height and depth at Live Oak Avenue, Roble Avenue, Middle Avenue, Partridge Avenue and Harvard Avenue; and • Include two publicly-accessible building breaks at Middle Avenue and Roble Avenue.	**Not Applicable:** The subject property is in the zoning district: ECR-SW. The building is existing.
E.3.4.1.07	Standard	In the ECR-SE zoning district, the Middle Avenue break shall include vehicular access; publicly-accessible open space with seating, landscaping and shade; retail and restaurant uses activating the open space; and a pedestrian/bicycle connection to Alma Street and Burgess Park. The Roble Avenue break shall include publicly-accessible open space with seating, landscaping and shade.	**Not Applicable:** The subject property is in the zoning district: ECR-SW. The building is existing.
E.3.4.1.08	Guideline	In the ECR-SE zoning district, the breaks at Live Oak, Roble, Middle, Partridge and Harvard Avenues may provide vehicular access.	**Not Applicable:** The subject property is in the zoning district: ECR-SW
E.3.4.2 Façade Modulation and Treatment			
E.3.4.2.01	Standard	Building façades facing public rights-of-way or public open spaces shall not exceed 50 feet in length without a minor building façade modulation. At a minimum of every 50' façade length, the **minor vertical façade modulation** shall be a minimum 2 feet deep by 5 feet wide recess or a minimum 2 foot setback of the building plane from the primary building façade.	**Not Applicable:** The existing building is 20'-11 1/4" tall, and is a single story. The width of the building is 45'-11".

Section	Standard or Guideline	Requirement	Evaluation
E.3.4.2.02	Standard	Building façades facing public rights-of-way or public open spaces shall not exceed 100 feet in length without a major building modulation. At a minimum of every 100 feet of façade length, a **major vertical façade modulation** shall be a minimum of 6 feet deep by 20 feet wide recess or a minimum of 6 feet setback of building plane from primary building façade for the full height of the building. This standard applies to all districts except ECR NE-L and ECR SW since those two districts are required to provide a building break at every 100 feet.	**Not Applicable:** The existing width of the building is 45'-11".
E.3.4.2.03	Standard	In addition, the major building façade modulation shall be accompanied with a 4-foot minimum height modulation and a major change in fenestration pattern, material and/or color.	**Not Applicable:** There is no change to the existing building other than addition of new windows and reconfiguration of GFA.
E.3.4.2.04	Guideline	Minor façade modulation may be accompanied with a change in fenestration pattern, and/or material, and/or color, and/or height.	**Not Applicable:** There is no change to the existing building other than addition of new windows and reconfiguration of GFA.
E.3.4.2.05	Guideline	Buildings should consider sun shading mechanisms, like overhangs, *bris soleils* and clerestory lighting, as façade articulation strategies.	**N/A:** There are no shading strategies proposed. Existing building to remain.
E.3.4.3 Building Profile			
E.3.4.3.01	Standard	The 45-degree building profile shall be set at the minimum setback line to allow for flexibility and variation in building façade height within a district.	Building height doesn't change and is well below height limit and 45 degree requirement.
E.3.4.3.02	Standard	Horizontal building and architectural projections, like balconies, bay windows, dormer windows, canopies, awnings, and signage, beyond the 45-degree building profile shall comply with the standards for Building Setbacks & Projection within Setbacks (E.3.3.04 to E.3.3.07) and shall be integrated into the design of the building.	**Complies:** No items listed are provided.
E.3.4.3.03	Standard	Vertical building projections like parapets and balcony railings shall not extend 4 feet beyond the 45-degree building profile and shall be integrated into the design of the building.	**Not applicable:** There are no projections proposed.
E.3.4.3.04	Standard	Rooftop elements that may need to extend beyond the 45-degree building profile due to their function, such as stair and elevator towers, shall be integrated into the design of the building.	**Not applicable:** There are no rooftop elements proposed.
E.3.4.4 Upper Story Façade Length			
E.3.4.4.01	Standard	Building stories above the 38-foot façade height shall have a maximum allowable façade length of 175 feet along a public right-of-way or public open space.	**Not applicable:** The existing building is below 39 feet.
E.3.5 Ground Floor Treatment, Entry and Commercial Frontage			
Ground Floor Treatment			

Section	Standard or Guideline	Requirement	Evaluation
E.3.5.01	Standard	The retail or commercial ground floor shall be a minimum 15-foot floor-to-floor height to allow natural light into the space.	**Not Applicable:** No changes are proposed to the first floor height.
E.3.5.02	Standard	Ground floor commercial buildings shall have a minimum of 50% transparency (i.e., clear-glass windows) for retail uses, office uses and lobbies to enhance the visual experience from the sidewalk and street. Heavily tinted or mirrored glass shall not be permitted.	**Complies**: The proposed front façade meets the 50% transparency requirements. The proposed transparency is 73.6%
E.3.5.03	Guideline	Buildings should orient ground-floor retail uses, entries and direct-access residential units to the street.	**Complies:** The restaurant's main entry faces El Camino Real.
E.3.5.04	Guideline	Buildings should activate the street by providing visually interesting and active uses, such as retail and personal service uses, in ground floors that face the street. If office and residential uses are provided, they should be enhanced with landscaping and interesting building design and materials.	**Complies:** The existing single-story building will be used for a restaurant, which would help in activating the street. The main entry will be facing El Camino Real.
E.3.5.05	Guideline	For buildings where ground floor retail, commercial or residential uses are not desired or viable, other project-related uses, such as a community room, fitness center, daycare facility or sales center, should be located at the ground floor to activate the street.	**Not applicable:** A restaurant is proposed.
E.3.5.06	Guideline	Blank walls at ground floor are discouraged and should be minimized. When unavoidable, continuous lengths of blank wall at the street should use other appropriate measures such as landscaping or artistic intervention, such as murals.	**Complies:** Blank walls are minimized on the ground floor.
E.3.5.07	Guideline	Residential units located at ground level should have their floors elevated a minimum of 2 feet to a maximum of 4 feet above the finished grade sidewalk for better transition and privacy, provided that accessibility codes are met.	**Not applicable:** No residential units are proposed.
E.3.5.08	Guideline	Architectural projections like canopies and awnings should be integrated with the ground floor and overall building design to break up building mass, to add visual interest to the building and provide shelter and shade.	**Not applicable:** There are no projections proposed.
Building Entries			
E.3.5.09	Standard	Building entries shall be oriented to a public street or other public space. For larger residential buildings with shared entries, the main entry shall be through prominent entry lobbies or central courtyards facing the street. From the street, these entries and courtyards provide additional visual interest, orientation and a sense of invitation.	**Complies:** Building entry is oriented to the public street. Accessible entrance is on the side for ramp access.

Section	Standard or Guideline	Requirement	Evaluation
E.3.5.10	Guideline	Entries should be prominent and visually distinctive from the rest of the façade with creative use of scale, materials, glazing, projecting or recessed forms, architectural details, color, and/or awnings.	**Complies:** The main entry is visually distinct from the rest of the façade with it being recessed from the main façade.
E.3.5.11	Guideline	Multiple entries at street level are encouraged where appropriate.	**Complies:** Two entries are provided. Building entry is oriented to the public street. Accessible entrance is on the side for ramp access.
E.3.5.12	Guideline	Ground floor residential units are encouraged to have their entrance from the street.	**Not applicable:** No residential unit/s are proposed.
E.3.5.13	Guideline	Stoops and entry steps from the street are encouraged for individual unit entries when compliant with applicable accessibility codes. Stoops associated with landscaping create inviting, usable and visually attractive transitions from private spaces to the street.	**Not applicable:** No residential unit/s are proposed. Existing stoop is to remain.
E.3.5.14	Guideline	Building entries are allowed to be recessed from the primary building façade.	**Complies:** The building entrance facing El Camino Real is considered as the primary façade and is recessed.
Commercial Frontage			
E.3.5.15	Standard	Commercial windows/storefronts shall be recessed from the primary building façade a minimum of 6 inches	**Does not comply:** Existing windows to remain do not meet this standard. Proposed windows will meet the standard.
E.3.5.16	Standard	Retail frontage, whether ground floor or upper floor, shall have a minimum 50% of the façade area transparent with clear vision glass, not heavily tinted or highly mirrored glass.	**Complies:** The proposed building meets the 50% transparency requirement. No retail is being proposed.
E.3.5.17	Guideline	Storefront design should be consistent with the building's overall design and contribute to establishing a well-defined ground floor for the façade along streets.	**Complies:** The proposed storefront windows facilitate meeting the transparency requirement.
E.3.5.18	Guideline	The distinction between individual storefronts, entire building façades and adjacent properties should be maintained.	**Complies:** The existing building is unique and has clear distinction with adjacent properties.
E.3.5.19	Guideline	Storefront elements such as windows, entrances and signage should provide clarity and lend interest to the façade.	**Complies**: Project meets this guildeline.
E.3.5.20	Guideline	Individual storefronts should have clearly defined bays. These bays should be no greater than 20 feet in length. Architectural elements, such as piers, recesses and projections help articulate bays.	**Partly Complies**: What is lacking, clearly defined bays and/or repetition of bays/storefronts as well as piers, projections or other visual cues that provide the scale and identity of retail frontage indicated by this guideline and the drawings and photographic images on page E33 of the Specific Plan. For this reason, it cannot be determined that the proposal would be

			consistent with this guideline
E.3.5.21	Guideline	All individual retail uses should have direct access from the public sidewalk. For larger retail tenants, entries should occur at lengths at a maximum at every 50 feet, consistent with the typical lot size in downtown.	**Not Applicable:** Retail use is not being proposed. However, the restaurant will have direct access to public sidewalk.
E.3.5.22	Guideline	Recessed doorways for retail uses should be a minimum of two feet in depth. Recessed doorways provide cover or shade, help identify the location of store entrances, provide a clear area for out-swinging doors and offer the opportunity for interesting paving patterns, signage and displays.	**Complies:** Recess at the doorway are more than 2'-0" in depth. The recess will provid cover, shade, and help identify the location of the entrances.

Section	**Standard or Guideline**	**Requirement**	**Evaluation**
E.3.5.23	Guideline	Storefronts should remain un-shuttered at night and provide clear views of interior spaces lit from within. If storefronts must be shuttered for security reasons, the shutters should be located on the inside of the store windows and allow for maximum visibility of the interior.	**Complies:** Per the applicant: No shutters are proposed as part of the proposed design.
E.3.5.24	Guideline	Storefronts should not be completely obscured with display cases that prevent customers and pedestrians from seeing inside.	**Complies:** Per the applicant: No shutters are proposed as part of the proposed design.
E.3.5.25	Guideline	Signage should not be attached to storefront windows.	**Complies:** Per the applicant signage is not included in submittal.
E.3.6 Open Space			
E.3.6.01	Standard	Residential developments or Mixed Use developments with residential use shall have a minimum of 100 square feet of open space per unit created as common open space or a minimum of 80 square feet of open space per unit created as private open space, where private open space shall have a minimum dimension of 6 feet by 6 feet. In case of a mix of private and common open space, such common open space shall be provided at a ratio equal to 1.25 square feet for each one square foot of private open space that is not provided.	**Not applicable:** No residential use.
E.3.6.02	Standard	Residential open space (whether in common or private areas) and accessible open space above parking podiums up to 16 feet high shall count towards the minimum open space requirement for the development.	**Not applicable:** No residential use.

E.3.6.03	Guideline	Private and/or common open spaces are encouraged in all developments as part of building modulation and articulation to enhance building façade.	**Complies:** Private open space in the form of outdoor seating is proposed to the rear of the property.
E.3.6.04	Guideline	Private development should provide accessible and usable common open space for building occupants and/or the general public.	**Complies:** Open space is provided in the rear.
E.3.6.05	Guideline	For residential developments, private open space should be designed as an extension of the indoor living area, providing an area that is usable and has some degree of privacy.	**Not applicable:** No residential use.
E.3.6.06	Guideline	Landscaping in setback areas should define and enhance pedestrian and open space areas. It should provide visual interest to streets and sidewalks, particularly where building façades are long.	**Complies:** New landscape proposed to the rear of the property, which is considered as a side property line as it is adjacent to a property that is also in the Specific Plan area.
E.3.6.07	Guideline	Landscaping of private open spaces should be attractive, durable and drought-resistant.	**Complies.** The private open space will be landscaped as follows: Rear yard landscaping will meet this guideline.
E.3.7 Parking, Service and Utilities			
General Parking and Service Access			

Section	Standard or Guideline	Requirement	Evaluation
E.3.7.01	Guideline	The location, number and width of parking and service entrances should be limited to minimize breaks in building design, sidewalk curb cuts and potential conflicts with streetscape elements.	**Not applicable:** Service entrances and parking is not proposed.
E.3.7.02	Guideline	In order to minimize curb cuts, shared entrances for both retail and residential use are encouraged. In shared entrance conditions, secure access for residential parking should be provided.	**Not applicable:** Curb cuts are not being proposed.
E.3.7.03	Guideline	When feasible, service access and loading docks should be located on secondary streets or alleys and to the rear of the building.	**Not applicable:** Loading docks are not proposed or needed.
E.3.7.04	Guideline	The size and pattern of loading dock entrances and doors should be integrated with the overall building design.	**Not applicable:** Loading docks are not proposed or needed.

E.3.7.05	Guideline	Loading docks should be screened from public ways and adjacent properties to the greatest extent possible. In particular, buildings that directly adjoin residential properties should limit the potential for loading-related impacts, such as noise. Where possible, loading docks should be internal to the building envelope and equipped with closable doors. For all locations, loading areas should be kept clean.	**Not applicable:** Loading docks are not proposed or needed.
E.3.7.06	Guideline	Surface parking should be visually attractive, address security and safety concerns, retain existing mature trees and incorporate canopy trees for shade. See Section D.5 for more compete guidelines regarding landscaping in parking areas.	**Not applicable:** No existing or proposed onsite parking.
Utilities			
E.3.7.07	Guideline	All utilities in conjunction with new residential and commercial development should be placed underground.	**Not applicable:** Existing building.
E.3.7.08	Guideline	Above ground meters, boxes and other utility equipment should be screened from public view through use of landscaping or by integrating into the overall building design.	**Complies:** The applicant has indicated that only the existing gas meter is to remain. No additional meter or utility equipment is proposed.
Parking Garages			
E.3.7.09	Standard	To promote the use of bicycles, secure bicycle parking shall be provided at the street level of public parking garages. Bicycle parking is also discussed in more detail in Section F.5 “Bicycle Storage Standards and Guidelines.”	**Not applicable:** A parking garage is not proposed.
E.3.7.10	Guideline	Parking garages on downtown parking plazas should avoid monolithic massing by employing change in façade rhythm, materials and/or color.	**Not applicable:** A parking garage is not proposed.

Section	Standard or Guideline	Requirement	Evaluation
E.3.7.11	Guideline	To minimize or eliminate their visibility and impact from the street and other significant public spaces, parking garages should be underground, wrapped by other uses (i.e. parking podium within a development) and/or screened from view through architectural and/or landscape treatment.	**Not applicable:** A parking garage is not proposed.
E.3.7.12	Guideline	Whether free-standing or incorporated into overall building design, garage façades should be designed with a modulated system of vertical openings and pilasters, with design attention to an overall building façade that fits comfortably and compatibly into the pattern, articulation, scale and massing of surrounding building character.	**Not applicable:** A parking garage is not proposed.

E.3.7.13	Guideline	Shared parking is encouraged where feasible to minimize space needs, and it is effectively codified through the plan's off-street parking standards and allowance for shared parking studies.	**Not applicable:** A parking garage is not proposed.
E.3.7.14	Guideline	A parking garage roof should be approached as a usable surface and an opportunity for sustainable strategies, such as installment of a green roof, solar panels or other measures that minimize the heat island effect.	**Not applicable:** A parking garage is not proposed.
E.3.8 Sustainable Practices			
Overall Standards			
E.3.8.01	Standard	Unless the Specific Plan area is explicitly exempted, all citywide sustainability codes or requirements shall apply.	**Tentatively Complies:** Staff will confirm compliance at the building permit stage.
Overall Guidelines			
E.3.8.02	Guideline	Because green building standards are constantly evolving, the requirements in this section should be reviewed and updated on a regular basis of at least every two years.	**Tentatively Complies:** Staff will confirm compliance at the building permit stage.
Leadership in Energy and Environmental Design (LEED) Standards			

Section	Standard or Guideline	Requirement	Evaluation
E.3.8.03	Standard	Development shall achieve LEED certification, at Silver level or higher, or a LEED Silver equivalent standard for the project types listed below. For LEED certification, the applicable standards include LEED New Construction; LEED Core and Shell; LEED New Homes; LEED Schools; and LEED Commercial Interiors. Attainment shall be achieved through LEED certification or through a City-approved outside auditor for those projects pursing a LEED equivalent standard. The requirements, process and applicable fees for an outside auditor program shall be established by the City and shall be reviewed and updated on a regular basis. LEED certification or equivalent standard, at a Silver lever or higher, shall be required for: • Newly constructed residential buildings of Group R (single-family, duplex and multi-family); • Newly constructed commercial buildings of Group B (occupancies including among others office, professional and service type transactions) and Group M (occupancies including among others display or sale of merchandise such as department stores, retail stores, wholesale stores, markets and sales rooms) that are 5,000 gross square feet or more; • New first-time build-outs of commercial interiors that are 20,000 gross square feet or more in buildings of Group B and M occupancies; and • Major alterations that are 20,000 gross square feet or more in existing buildings of Group B, M and R occupancies, where interior finishes are removed and significant upgrades to structural and mechanical, electrical and/or plumbing systems are proposed. All residential and/or mixed use developments of sufficient size to require LEED certification or equivalent standard under the Specific Plan shall install one dedicated electric vehicle/plug-in hybrid electric vehicle recharging station for every 20 residential parking spaces provided. Per the Climate Action Plan the complying applicant could receive incentives, such as streamlined permit processing, fee discounts, or design templates.	**Not applicable:** Proposed project is not among the project types requiring LEED.
Leadership in Energy and Environmental Design (LEED) Guidelines			

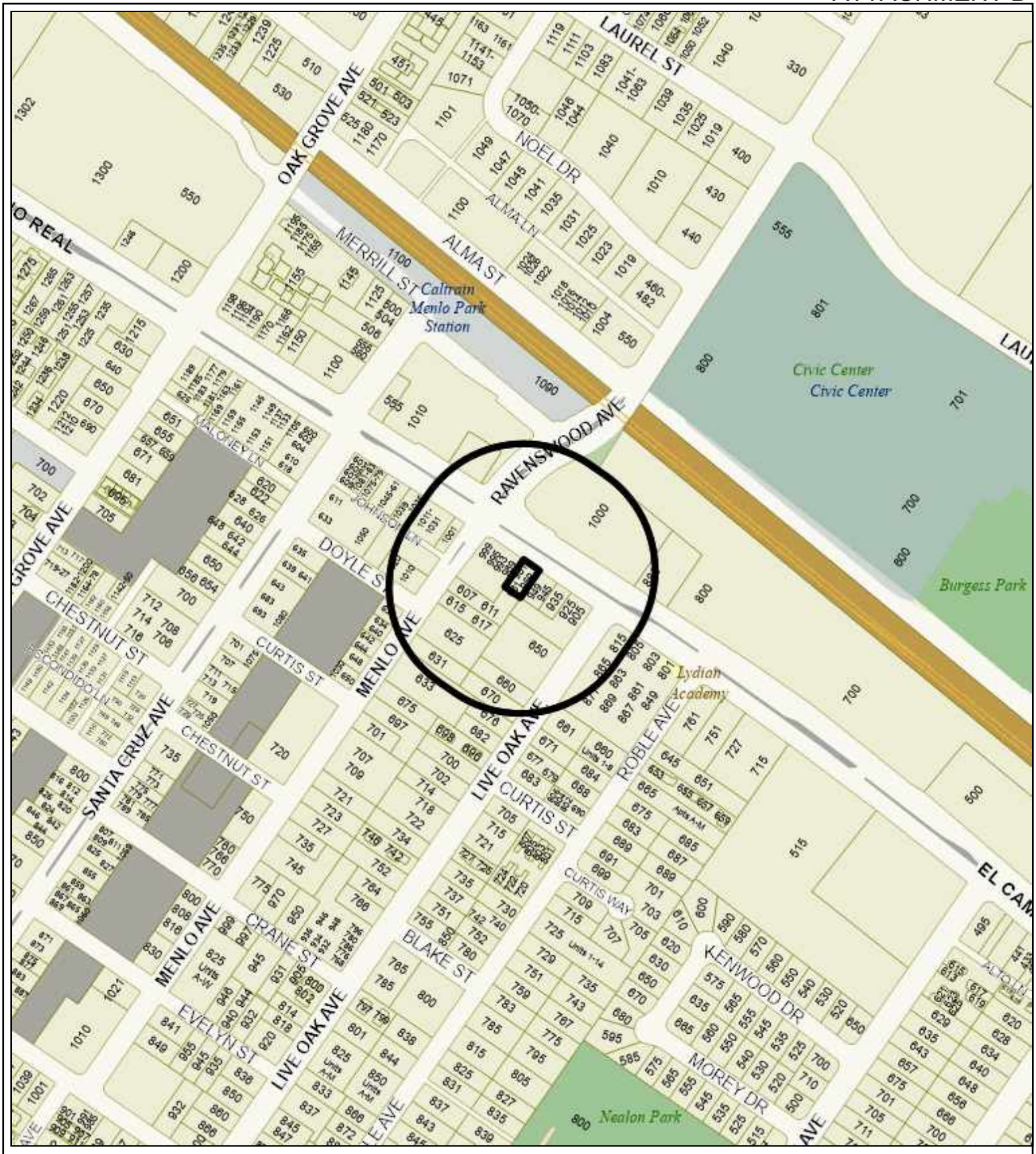
Section	Standard or Guideline	Requirement	Evaluation
E.3.8.04	Guideline	The development of larger projects allows for more comprehensive sustainability planning and design, such as efficiency in water use, stormwater management, renewable energy sources and carbon reduction features. A larger development project is defined as one with two or more buildings on a lot one acre or larger in size. Such development projects should have sustainability requirements and GHG reduction targets that address neighborhood planning, in addition to the sustainability requirements for individual buildings (See Standard E.3.8.03 above). These should include being certified or equivalently verified at a LEED-ND (neighborhood development), Silver level or higher, and mandating a phased reduction of GHG emissions over a period of time as prescribed in the 2030 Challenge. The sustainable guidelines listed below are also relevant to the project area. They relate to but do not replace LEED certification or equivalent standard rating requirements.	**Not applicable:** The proposed project does not meet the definition of a larger development project.
Building Design Guidelines			
E.3.8.05	Guideline	Buildings should incorporate narrow floor plates to allow natural light deeper into the interior.	**Not applicable:** Existing floor plate to remain.
E.3.8.06	Guideline	Buildings should reduce use of daytime artificial lighting through design elements, such as bigger wall openings, light shelves, clerestory lighting, skylights, and translucent wall materials.	**Complies:** Project will have ample glazing on front facade, however no skylights are proposed.
E.3.8.07	Guideline	Buildings should allow for flexibility to regulate the amount of direct sunlight into the interiors. Louvered wall openings or shading devices like *bris soleils* help control solar gain and check overheating. *Bris soleils*, which are permanent sun-shading elements, extend from the sun-facing façade of a building, in the form of horizontal or vertical projections depending on sun orientation, to cut out the sun's direct rays, help protect windows from excessive solar light and heat and reduce glare within.	**Partially Complies:** Windows face northeast which is a favorable solar orientation.
E.3.8.08	Guideline	Where appropriate, buildings should incorporate arcades, trellis and appropriate tree planting to screen and mitigate south and west sun exposure during summer. This guideline would not apply to downtown, the station area and the west side of El Camino Real where buildings have a narrower setback and street trees provide shade.	**Not applicable:** This project is on the west side of El Camino Real. Trellis will be provided on rear deck.
E.3.8.09	Guideline	Operable windows are encouraged in new buildings for natural ventilation.	**Not applicable:** No operable windows provided; however,

			this is not a new building. Also, it is not clear that operable windows would be suited to the proposed restaurant.

Section	Standard or Guideline	Requirement	Evaluation
E.3.8.10	Guideline	To maximize use of solar energy, buildings should consider integrating photovoltaic panels on roofs.	**Not applicable:** There appears to be limited space on the roof. Staff will confirm compliance with all City codes at building permit stage.
E.3.8.11	Guideline	Inclusion of recycling centers in kitchen facilities of commercial and residential buildings shall be encouraged. The minimum size of recycling centers in commercial buildings should be 20 cubic feet (48 inches wide x 30 inches deep x 24 inches high) to provide for garbage and recyclable materials.	**Complies:** Recycling containers will be included in the trash enclosure.
Stormwater and Wastewater Management Guidelines			
E.3.8.12	Guideline	Buildings should incorporate intensive or extensive green roofs in their design. Green roofs harvest rain water that can be recycled for plant irrigation or for some domestic uses. Green roofs are also effective in cutting-back on the cooling load of the air-conditioning system of the building and reducing the heat island effect from the roof surface.	**Not applicable:** Existing building/roof to remain.
E.3.8.13	Guideline	Projects should use porous material on driveways and parking lots to minimize stormwater run-off from paved surfaces.	**Not applicable:** No paved areas.
Landscaping Guidelines			
E.3.8.14	Guideline	Planting plans should support passive heating and cooling of buildings and outdoor spaces.	**Complies:** Project will meet this guideline.
E.3.8.15	Guideline	Regional native and drought resistant plant species are encouraged as planting material.	**Complies:** Project will meet this guideline.
E.3.8.16	Guideline	Provision of efficient irrigation system is recommended, consistent with the City's Municipal Code Chapter 12.44 "Water-Efficient Landscaping".	**Complies:** Project will meet this guideline.
Lighting Standards			
E.3.8.17	Standard	Exterior lighting fixtures shall use fixtures with low cut-off angles, appropriately positioned, to minimize glare into dwelling units and light pollution into the night sky.	**Complies:** Project will meet this guideline.
E.3.8.18	Standard	Lighting in parking garages shall be screened and controlled so as not to disturb surrounding properties, but shall ensure adequate public security.	**Not applicable.**
Lighting Guidelines			
E.3.8.19	Guideline	Energy-efficient and color-balanced outdoor lighting, at the lowest lighting levels possible, are encouraged to provide for safe pedestrian and auto circulation.	**TBD:** Per applicant project will meet this guideline. Compliance with City codes to be verified at building permit stage.

E.3.8.20	Guideline	Improvements should use ENERGY STAR-qualified fixtures to reduce a building's energy consumption.	**TBD:** Per applicant project will meet this guideline. Compliance with City codes to be verified at building permit stage.
E.3.8.21	Guideline	Installation of high-efficiency lighting systems with advanced lighting control, including motion sensors tied to dimmable lighting controls or lighting controlled by timers set to turn off at the earliest practicable hour, are recommended.	**TBD:** Per applicant project will meet this guideline. Compliance with City codes to be verified at building permit stage.
Green Building Material Guidelines			

Section	**Standard or Guideline**	**Requirement**	**Evaluation**
E.3.8.22	Guideline	The reuse and recycle of construction and demolition materials is recommended. The use of demolition materials as a base course for a parking lot keeps materials out of landfills and reduces costs.	**TBD:** Per applicant project will meet this guideline. Compliance with City codes to be verified at building permit stage.
E.3.8.23	Guideline	The use of products with identifiable recycled content, including post-industrial content with a preference for post-consumer content, are encouraged.	**TBD:** Per applicant project will meet this guideline. Compliance with City codes to be verified at building permit stage.
E.3.8.24	Guideline	Building materials, components, and systems found locally or regionally should be used, thereby saving energy and resources in transportation.	**TBD:** Per applicant project will meet this guideline. Compliance with City codes to be verified at building permit stage.
E.3.8.25	Guideline	A design with adequate space to facilitate recycling collection and to incorporate a solid waste management program, preventing waste generation, is recommended.	**TBD:** Per applicant project will meet this guideline. Compliance with City codes to be verified at building permit stage.
E.3.8.26	Guideline	The use of material from renewable sources is encouraged.	**TBD:** Per applicant project will meet this guideline. Compliance with City codes to be verified at building permit stage.



City of Menlo Park

Location Map

961 El Camino Real

Scale: 1:4,000 | Drawn By: FNK | Checked By: CDS | Date: 4/10/2023 | Sheet: 1

961 El Camino Real – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	4,163 sf	4,163 sf	n/a sf min.
Setbacks			
Front (East/ECR)	1.0 ft.	1.0 ft.	7.0-12.0 ft. min.-max. (with space for 12-foot sidewalk)
Side (West)	5.0 ft.	27.9 ft.	5.0-25.0 ft. min.-max.
Right Side (South)	0.6 ft.	0.6 ft.	5.0-25.0 ft. min.-max.
Left Side (North)	3.4 ft.	3.4 ft.	5.0-25.0 ft. min.-max.
Density	0 du n/a du/acre	0 du n/a du/acre	1.6 du max. 25.0 du/acre max.
FAR (Floor Area Ratio)	2,955 sf 70.9 %	2,952 sf 70.9 %	4,579.3 sf max. 110.0 % max.
Square footage by floor			
Basement	619.5 sf	619.5 sf	
First Floor	2,335.5 sf	2,332.5 sf	
Open Space	1,800 sf 43.2 %	1,759 sf 42.3 %	1,248.9 sf min. 30.0 % min.
Building height	20.9 ft.	20.9 ft.	38.0 ft. max.

Trees					
Heritage trees	0	Non-Heritage trees	1*	New Trees	4
Heritage trees proposed for removal	0	Non-Heritage trees proposed for removal	0	Total Number of Trees	5
* Street tree					

urbantreemanagement inc.

Clockworks
961 El Camino Real
Menlo Park, CA 94025

RE: Tree Protection

Assignment

It was our assignment to recommend tree protection for one (1) city owned London plane (*Platanus* × *acerifolia*) in the front of the existing building.

Summary

I recommend trunk wrap to be applied to the tree per the city ordinance called out below. Tree protection shall remain in place throughout all construction activities. After the tree protection has been installed, the project arborist shall be notified, and a tree protection signoff letter will be written confirming tree protection is installed per the city's tree protection ordinance.

Tree Protection

Where the City Arborist or Project Arborist has determined that tree protection fencing will interfere with the safety of work crews, Tree Wrap may be used as an alternative form of tree protection. Wooden slats at least one inch thick are to be bound securely, edge to edge, around the trunk. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the outside of the wooden slats. Major scaffold limbs may require protection as determined by the City Arborist or Project Arborist. Straw waddle may also be used as a trunk wrap by coiling the waddle around the trunk up to a minimum height of six feet from grade. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the straw waddle.

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I certify that the information contained in this report is correct to the best of my knowledge and that this report was prepared in good faith. Please call me if you have questions or if I can be of further assistance.

Respectfully,

Michael P. Young

Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
AIR QUALITY				
Specific Plan Impact AIR-1: Implementation of the Specific Plan would result in increased long-term emissions of criteria pollutants associated with construction activities that could contribute substantially to an air quality violation. (Significant)				
Mitigation Measure AIR-1a : During construction of individual projects under the Specific Plan, project applicants shall require the construction contractor(s) to implement the following measures required as part of Bay Area Air Quality Management District's (BAAQMD) basic dust control procedures required for construction sites. For projects for which construction emissions exceed one or more of the applicable BAAQMD thresholds, additional measures shall be required as indicated in the list following the Basic Controls.		Measures shown on plans, construction documents and on-going during demolition, excavation and construction.	Project sponsor(s) and contractor(s)	PW/CDD
Basic Controls that Apply to All Construction Sites				
1. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.	Exposed surfaces shall be watered twice daily.			
2. All haul trucks transporting soil, sand, or other loose material off-site shall be covered.	Trucks carrying demolition debris shall be covered.			
3. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.	Dirt carried from construction areas shall be cleaned daily.			
4. All vehicle speeds on unpaved roads shall be limited to 15 mph.	Speed limit on unpaved roads shall be 15 mph.			
5. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.	Roadways, driveways, sidewalks and building pads shall be laid as soon as possible after grading.			
6. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.	Idling times shall be minimized to 5 minutes or less; Signage posted at all access points.			
7. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.	Construction equipment shall be properly tuned and maintained.			
8. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations.	Signage will be posted with the appropriate contact information regarding dust complaints.			
9. Minimizing the idling time of diesel powered construction equipment to two minutes.	Idling time of diesel powered equipment will not exceed two minutes.			

Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
10. The project shall develop a plan demonstrating that the off-road equipment (more than 50 horsepower) to be used in the construction project (i.e., owned, leased, and subcontractor vehicles) would achieve a project wide fleet-average 20 percent nitrogen oxides reduction and 45 percent particulate matter reduction compared to the most recent ARB fleet average. Acceptable options for reducing emissions include the use of late model engines, low-emission diesel products, alternative fuels, engine retrofit technology, after-treatment products, add-on devices such as particulate filters, and/or other options as such become available.	Plan developed that demonstrates emissions from use of off-road equipment during construction will be reduced as specified.			
11. Use low volatile organic compound (VOC) (i.e., reactive organic gases) coatings beyond the local requirements (i.e., Regulation 8, Rule 3: Architectural Coatings).	Low VOC coatings shall be used.			
12. Requiring that all construction equipment, diesel trucks, and generators be equipped with Best Available Control Technology for emission reductions of nitrogen oxides and particulate matter.	Require Best Available Control Technology for all construction equipment, diesel trucks, and generators.			
13. Requiring all contractors use equipment that meets the California Air Resources Board's most recent certification standard for off-road heavy duty diesel engines.	Equipment shall meet standards for off-road heavy duty diesel engines.			
Specific Plan Impact AIR-5: Implementation of the Specific Plan would locate sensitive receptors in an area of elevated concentrations of toxic air contaminants associated with roadway traffic which may lead to considerable adverse health effects. (Potentially Significant)				
Mitigation Measure AIR-5: The Mitigation Monitoring and Reporting Program shall require that all developments that include sensitive receptors such as residential units that would be located within 200 feet of the edge of El Camino Real or within 100 feet of the edge of Ravenswood Avenue, Oak Grove Avenue east of El Camino Real, or Santa Cruz Avenue west of University Avenue shall undergo, prior to project approval, a screening-level health risk analysis to determine if cancer risk, hazard index, and/or $PM_{2.5}$ concentration	A health risk analysis shall be prepared. If one or more thresholds are exceeded, a filtration system shall be installed; Certified engineer to provide report documenting that system reduces health risks	Simultaneous with submittal for a building permit.	Project sponsor(s)	CDD

Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
would exceed BAAQMD thresholds. If one or more thresholds would be exceeded at the site of the subsequent project, the project (or portion of the project containing sensitive receptors, in the case of a mixed-use project) shall be equipped with filtration systems with a Minimum Efficiency Reporting Value (MERV) rating of 14 or higher. The ventilation system shall be designed by an engineer certified by the American Society of Heating, Refrigeration and Air-Conditioning Engineers, who shall provide a written report documenting that the system reduces interior health risks to less than 10 in one million, or less than any other threshold of significance adopted by BAAQMD or the City for health risks. The project sponsor shall present a plan to ensure ongoing maintenance of ventilation and filtration systems and shall ensure the disclosure to buyers and/or renters regarding the findings of the analysis and inform occupants as to proper use of any installed air filtration. Alternatively, if the project applicant can prove at the time of development that health risks at new residences due to DPM (and other TACs, if applicable) would be less than 10 in one million, or less than any other threshold of significance adopted by BAAQMD for health risks, or that alternative mitigation measures reduce health risks below any other City-adopted threshold of significance, such filtration shall not be required.	Plan developed for ongoing maintenance and disclosure to buyers and/renters.			
Specific Plan EIR Impact AIR-6: Implementation of the Specific Plan would locate new sensitive receptors in an area of elevated concentrations of $PM_{2.5}$ associated with roadway traffic which may lead to considerable adverse health effects. (Potentially Significant)				
Mitigation Measure AIR-5 associated with Impact AIR-5 regarding DPM exposure would also reduce $PM_{2.5}$ exposure impacts along El Camino Real and other high volume streets to a less than significant level.	See Mitigation Measure AIR-5.			
Specific Plan EIR Impact AIR-7: Implementation of the Specific Plan would expose sensitive receptors to elevated concentrations of Toxic Air Contaminants (TACs) associated with Caltrain operations which may lead to considerable adverse health effects. (Potentially Significant)				
Mitigation Measure AIR-7: The Mitigation Monitoring and Reporting Program shall require that all developments that include sensitive receptors such as residential units that would be located within approximately 1,095 feet of the edge of the Caltrain right-of-way shall undergo, prior to project approval, a screening-level health risk analysis to determine if cancer risk, hazard index, and/or $PM_{2.5}$ concentration would exceed BAAQMD thresholds. If one or more thresholds would be exceeded at the site of the subsequent project, the	A health risk analysis shall be prepared. If one or more thresholds are exceeded, a filtration system shall be installed; Certified engineer to provide report documenting that system reduces health risks	Simultaneous with submittal for a building permit.	Project sponsor(s)	CDD

Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
project (or portion of the project containing sensitive receptors, in the case of a mixed-use project) shall be equipped with filtration systems with a Minimum Efficiency Reporting Value (MERV) rating of 14 or higher. The ventilation system shall be designed by an engineer certified by the American Society of Heating, Refrigeration and Air-Conditioning Engineers, who shall provide a written report documenting that the system reduces interior health risks to less than 10 in one million, or less than any other threshold of significance adopted by BAAQMD or the City for health risks. The project sponsor shall present a plan to ensure ongoing maintenance of ventilation and filtration systems and shall ensure the disclosure to buyers and/or renters regarding the findings of the analysis and inform occupants as to proper use of any installed air filtration. Alternatively, if the project applicant can prove at the time of development that health risks at new residences due to DPM (and other TACs, if applicable) would be less than 10 in one million, or less than any other threshold of significance adopted by BAAQMD for health risks, or that alternative mitigation measures reduce health risks below any other City-adopted threshold of significance, such filtration shall not be required.	Plan developed for ongoing maintenance and disclosure to buyers and/renters.			
General Plan EIR Impact AQ-3: Implementation of the proposed project would expose sensitive receptors to substantial concentrations of air pollutions). (Potentially Significant)				
BIOLOGICAL RESOURCES				
Specific Plan EIR Impact BIO-1: The Specific Plan could result in the take of special-status birds or their nests. (Potentially Significant)				
Mitigation Measure BIO-1a: Pre-Construction Special-Status Avian Surveys. No more than two weeks in advance of any tree or shrub pruning, removal, or ground-disturbing activity that will commence during the breeding season (February 1 through August 31), a qualified wildlife biologist will conduct pre-construction surveys of all potential special-status bird nesting habitat in the vicinity of the planned activity. Pre-construction surveys are not required for construction activities scheduled to occur during the non-breeding season (August 31 through January 31). Construction activities commencing during the non-breeding season and continuing into the breeding season do not require surveys (as it is assumed that any breeding birds taking up nests would be acclimated to project-related activities already under way). Nests initiated during construction activities would be presumed to be unaffected by the activity, and a buffer zone around such nests would not be necessary. However, a nest initiated during construction cannot be moved or altered. ***If pre-construction surveys indicate that no nests of special-status birds are present or that nests are inactive or potential habitat is unoccupied:*** no further mitigation is required.	A nesting bird survey shall be prepared if tree or shrub pruning, removal or ground-disturbing activity will commence between February 1 through August 31.	Prior to tree or shrub pruning or removal, any ground disturbing activity and/or issuance of demolition, grading or building permits.	Qualified wildlife biologist retained by project sponsor(s)	CDD

Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
If active nests of special-status birds are found during the surveys: implement Mitigation Measure BIO-1b.				
Mitigation Measure BIO-1b: Avoidance of active nests. If active nests of special-status birds or other birds are found during surveys, the results of the surveys would be discussed with the California Department of Fish and Game and avoidance procedures will be adopted, if necessary, on a case-by- case basis. In the event that a special-status bird or protected nest is found, construction would be stopped until either the bird leaves the area or avoidance measures are adopted. Avoidance measures can include construction buffer areas (up to several hundred feet in the case of raptors), relocation of birds, or seasonal avoidance. If buffers are created, a no disturbance zone will be created around active nests during the breeding season or until a qualified biologist determines that all young have fledged. The size of the buffer zones and types of construction activities restricted will take into account factors such as the following: 1. Noise and human disturbance levels at the Plan area and the nesting site at the time of the survey and the noise and disturbance expected during the construction activity; 2. Distance and amount of vegetation or other screening between the Plan area and the nest; and 3. Sensitivity of individual nesting species and behaviors of the nesting birds.	If active nests are found during survey, the results will be discussed with the California Department of Fish and Game and avoidance procedures adopted. Halt construction if a special-status bird or protected nest is found until the bird leaves the area or avoidance measures are adopted.	Prior to tree or shrub pruning or removal, any ground-disturbing activities and/or issuance of demolition, grading or building permits.	Project sponsor(s) and contractor(s)	CDD
Specific Plan EIR Impact BIO-3: Impacts to migratory or breeding special-status birds and other special-status species due to lighting conditions. (Potentially Significant)				
Mitigation Measure BIO-3a: Reduce building lighting from exterior sources. a. Minimize amount and visual impact of perimeter lighting and façade up-lighting and avoid uplighting of rooftop antennae and other tall equipment, as well as of any decorative features; b. Installing motion-sensor lighting, or lighting controlled by timers set to turn off at the earliest practicable hour; c. Utilize minimum wattage fixtures to achieve required lighting levels; d. Comply with federal aviation safety regulations for large buildings by installing minimum intensity white strobe lighting with a three-second flash interval instead of continuous flood lighting, rotating lights, or red lighting e. Use cutoff shields on streetlight and external lights to prevent upwards lighting.	Reduce building lighting from exterior sources.	Prior to building permit issuance and ongoing.	Project sponsor(s) and contractor(s)	CDD
Mitigation Measure BIO-3b: Reduce building lighting from interior sources. a. Dim lights in lobbies, perimeter circulation areas, and atria; b. Turn off all unnecessary lighting by 11pm thorough sunrise, especially during peak migration periods (mid-March to early June and late August through late October);	Reduce building lighting from interior sources.	Prior to building permit issuance and ongoing.	Project sponsor(s) and contractor(s)	CDD

Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
c. Use gradual or staggered switching to progressively turn on building lights at sunrise. d. Utilize automatic controls (motion sensors, photosensors, etc.) to shut off lights in the evening when no one is present; e. Encourage the use of localized task lighting to reduce the need for more extensive overhead lighting; f. Schedule nightly maintenance to conclude by 11 p.m.; g. Educate building users about the dangers of night lighting to birds.				
Specific Plan Impact BIO-5: The Specific Plan could result in the take of special-status bat species. (Potentially Significant)				
Mitigation Measure BIO-5a: Preconstruction surveys. Potential direct and indirect disturbances to special-status bats will be identified by locating colonies and instituting protective measures prior to construction of any subsequent development project. No more than two weeks in advance of tree removal or structural alterations to buildings with closed areas such as attics, a qualified bat biologist (e.g., a biologist holding a California Department of Fish and Game collection permit and a Memorandum of Understanding with the California Department of Fish and Game allowing the biologist to handle and collect bats) shall conduct pre-construction surveys for potential bats in the vicinity of the planned activity. A qualified biologist will survey buildings and trees (over 12 inches in diameter at 4.5-foot height) scheduled for demolition to assess whether these structures are occupied by bats. No activities that would result in disturbance to active roosts will proceed prior to the completed surveys. If bats are discovered during construction, any and all construction activities that threaten individuals, roosts, or hibernacula will be stopped until surveys can be completed by a qualified bat biologist and proper mitigation measures implemented. ***If no active roosts present:*** no further action is warranted. ***If roosts or hibernacula are present:*** implement Mitigation Measures BIO-5b and 5c.	Retain a qualified bat biologist to conduct pre-construction survey for bats and potential roosting sites in vicinity of planned activity. Halt construction if bats are discovered during construction until surveys can be completed and proper mitigation measures implemented.	Prior to tree pruning or removal or issuance of demolition, grading or building permits.	Qualified bat biologist retained by project sponsor(s)	CDD

Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure BIO-5b: Avoidance. If any active nursery or maternity roosts or hibernacula of special-status bats are located, the subsequent development project may be redesigned to avoid impacts. Demolition of that tree or structure will commence after young are flying (i.e., after July 31, confirmed by a qualified bat biologist) or before maternity colonies forms the following year (i.e., prior to March 1). For hibernacula, any subsequent development project shall only commence after bats have left the hibernacula. No-disturbance buffer zones acceptable to the California Department of Fish and Game will be observed during the maternity roost season (March 1 through July 31) and during the winter for hibernacula (October 15 through February 15). Also, a no-disturbance buffer acceptable in size to the California Department of Fish and Game will be created around any roosts in the Project vicinity (roosts that will not be destroyed by the Project but are within the Plan area) during the breeding season (April 15 through August 15), and around hibernacula during winter (October 15 through February 15). Bat roosts initiated during construction are presumed to be unaffected, and no buffer is necessary. However, the “take” of individuals is prohibited.	If any active nursery or maternity roosts or hibernacula are located, no disturbance buffer zones shall be established during the maternity roost and breeding seasons and hibernacula.	Prior to tree removal or pruning or issuance of demolition, grading or building permits	Qualified bat biologist retained by project sponsor(s)	CDD
Mitigation Measure BIO-5c: Safely evict non-breeding roosts. Non-breeding roosts of special-status bats shall be evicted under the direction of a qualified bat biologist. This will be done by opening the roosting area to allow airflow through the cavity. Demolition will then follow no sooner or later than the following day. There should not be less than one night between initial disturbance with airflow and demolition. This action should allow bats to leave during dark hours, thus increasing their chance of finding new roosts with a minimum of potential predation during daylight. Trees with roosts that need to be removed should first be disturbed at dusk, just prior to removal that same evening, to allow bats to escape during the darker hours. However, the “take” of individuals is prohibited.	A qualified bat biologist shall direct the eviction of non-breeding roosts.	Prior to tree removal or pruning or issuance of demolition, grading or building permits.	Qualified bat biologist retained by project sponsor(s)	CDD
Specific Plan Impact BIO-6a: The Specific Plan could result in impacts to special-status amphibians and reptiles; California red-legged frog, California tiger salamander, and western pond turtle. (Potentially Significant)				
Mitigation Measure BIO 6a: The following measures shall be implemented to mitigate the effects of the project on special-status amphibians and reptiles: Staging areas, and all fueling and maintenance of vehicles and other equipment and staging areas shall be at least 100 feet from the riparian corridor of San Francisquito Creek. For any construction that takes place within 100 feet of the riparian corridor of San Francisquito Creek:	Buffer areas of at least 100 feet shall be created for the riparian corridor of San Francisquito Creek.	Prior to issuance of a grading permit and ongoing during construction	Project sponsor(s)	CDD

Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
The project sponsor shall install exclusionary fencing, such as silt fences, along San Francisquito Creek and around all construction areas that are within 100 feet of or adjacent to potential California red-legged frog, California tiger salamander, or western pond turtle habitat, which includes San Francisquito Creek and its riparian corridor. Once fencing is in place, it shall be maintained by the project sponsor until completion of construction within or adjacent to the enclosure.	Install fencing along San Francisquito Creek and around all construction areas within 100 feet of or adjacent to potential California red- legged frog, California tiger salamander, or western pond turtle habitat.		Qualified biologist retained by the project sponsor(s)	
Prior to commencement of any earthmoving activities, the project sponsor shall retain a qualified monitoring biologist to train all construction personnel and work crews on the sensitivity and identification of the California red-legged frog, California tiger salamander, and western pond turtle and the penalties for the “take” of these species. In addition, species identification cards shall be provided to all construction personnel. Training sessions shall be conducted for all new employees before they access the Plan area and periodically throughout project construction.	Retain a qualified biologist to train all construction personnel.			
During project construction the qualified monitoring biologist who is familiar with the identification and life history of California red-legged frog, California tiger salamander, and western pond turtle, and with the appropriate agency authorization, shall be designated to periodically inspect onsite compliance with all mitigation measures, consistent with the training sessions.	Inspection of onsite compliance shall be conducted by a qualified monitoring biologist.			
The qualified monitoring biologist shall perform a daily survey of the San Francisquito Creek and its riparian corridor within 100 feet of the project site during initial ground-breaking activities and during the rainy season. During these surveys, the qualified monitoring biologist shall inspect the exclusion fencing for individuals trapped within the fence and determine the need for fence repair. After ground-breaking activities and during the non-rainy season, the qualified monitoring biologist shall continue to perform daily fence surveys and compliance reviews at the project site.	Retain a qualified monitoring biologist to perform a daily survey of riparian corridors within 100 feet of the project site.			
If a California red-legged frog or California tiger salamander is identified in the project work area, all work in the immediate area shall cease and the U.S. Fish and Wildlife Service shall be contacted. Work shall not begin again until so authorized by the U.S. Fish and Wildlife Service.	Halt all work in the immediate area if a special-status amphibian is identified and contact the U.S. Fish and Wildlife Service.			
CULTURAL RESOURCES				
Impact CUL-1: The proposed Specific Plan could have a significant impact on historic architectural resources. (Potentially Significant)				
Mitigation Measure CUL-1: Site Specific Evaluations and Treatment in Accordance with the Secretary of the Interior’s Standards:	A qualified architectural historian has completed a site-specific historic resources study. The existing structure has not been	Submitted by applicant. Prepared by Architecture + History,	Qualified architectural historian retained by the Project sponsor(s).	CDD

Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Site-Specific Evaluations: In order to adequately address the level of potential impacts for an individual project and thereby design appropriate mitigation measures, the City shall require project sponsors to complete site-specific evaluations at the time that individual projects are proposed at or adjacent to buildings that are at least 50 years old. The project sponsor shall be required to complete a site-specific historic resources study performed by a qualified architectural historian meeting the Secretary of the Interior's Standards for Architecture or Architectural History. At a minimum, the evaluation shall consist of a records search, an intensive-level pedestrian field survey, an evaluation of significance using standard National Register Historic Preservation and California Register Historic Preservation evaluation criteria, and recordation of all identified historic buildings and structures on California Department of Parks and Recreation 523 Site Record forms. The evaluation shall describe the historic context and setting, methods used in the investigation, results of the evaluation, and recommendations for management of identified resources. If federal or state funds are involved, certain agencies, such as the Federal Highway Administration and California Department of Transportation (Caltrans), have specific requirements for inventory areas and documentation format. ***Treatment in Accordance with the Secretary of the Interior's Standards.*** Any future proposed project in the Plan Area that would affect previously recorded historic resources, or those identified as a result of site-specific surveys and evaluations, shall conform to the Secretary of the Interior's Standards for the Treatment of Historic Properties and Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings (1995). The Standards require the preservation of character defining features which convey a building's historical significance, and offers guidance about appropriate and compatible alterations to such structures.	found to be historic, specify treating conforming to Secretary of the Interior's standards, as applicable.	LLC. Dated July 11, 2009		
HAZARDOUS MATERIALS				
Impact HAZ-3: Hazardous materials used on any individual site during construction activities (i.e., fuels, lubricants, solvents) could be released to the environment through improper handling or storage. (Potentially Significant)				
Mitigation Measure HAZ-3: All development and redevelopment shall require the use of construction Best Management Practices (BMPs) to control handling of hazardous materials during construction to minimize the potential negative effects from accidental release to groundwater and soils. For projects that disturb less than one acre, a list of BMPs to be implemented shall be part of building specifications and approved of by the City Building Department prior to issuance of a building permit.	Implement best management practices to reduce the release of hazardous materials during construction.	Prior to building permit issuance for sites disturbing less than one acre and on-going during construction for all project sites	Project sponsor(s) and contractor(s)	CDD
NOISE				
Specific Plan Impact NOI-1: Construction activities associated with implementation of the Specific Plan would result in substantial temporary or periodic increases in ambient noise				

Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure NOI-1a: Construction contractors for subsequent development projects within the Specific Plan area shall utilize the best available noise control techniques (e.g., improved mufflers, equipment redesign, use of intake silencers, ducts, engine enclosures, and acousticallyattenuating shields or shrouds, etc.) when within 400 feet of sensitive receptor locations. Prior to demolition, grading or building permit issuance, a construction noise control plan that identifies the best available noise control techniques to be implemented, shall be prepared by the construction contractor and submitted to the City for review and approval. The plan shall include, but not be limited to, the following noise control elements: * Impact tools (e.g., jack hammers, pavement breakers, and rock drills) used for construction shall be hydraulically or electrically powered wherever possible to avoid noise associated with compressed air exhaust from pneumatically powered tools. However, where use of pneumatic tools is unavoidable, an exhaust muffler on the compressed air exhaust shall be used; this muffler shall achieve lower noise levels from the exhaust by approximately 10 dBA. External jackets on the tools themselves shall be used where feasible in order to achieve a reduction of 5 dBA. Quieter procedures shall be used, such as drills rather than impact equipment, whenever feasible; * Stationary noise sources shall be located as far from adjacent receptors as possible and they shall be muffled and enclosed within temporary sheds, incorporate insulation barriers, or other measures to the extent feasible; and * When construction occurs near residents, affected parties within 400 feet of the construction area shall be notified of the construction schedule prior to demolition, grading or building permit issuance. Notices sent to residents shall include a project hotline where residents would be able to call and issue complaints. A Project Construction Complaint and Enforcement Manager shall be designated to receive complaints and notify the appropriate City staff of such complaints. Signs shall be posted at the construction site that include permitted construction days and hours, a day and evening contact number for the job site, and day and evening contact numbers, both for the construction contractor and City representative(s), in the event of problems.	A construction noise control plan shall be prepared and submitted to the City for review. Implement noise control techniques to reduce ambient noise levels.	Prior to demolition, grading or building permit issuance Measures shown on plans, construction documents and specification and ongoing through construction	Project sponsor(s) and contractor(s)	CDD

Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure NOI-1b: Noise Control Measures for Pile Driving: Should pile-driving be necessary for a subsequently proposed development project, the project sponsor would require that the project contractor predrill holes (if feasible based on soils) for piles to the maximum feasible depth to minimize noise and vibration from pile driving. Should pile-driving be necessary for the proposed project, the project sponsor would require that the construction contractor limit pile driving activity to result in the least disturbance to neighboring uses.	If pile-driving is necessary for project, predrill holes to minimize noise and vibration and limit activity to result in the least disturbance to neighboring uses.	Measures shown on plans, construction documents and specifications and ongoing during construction	Project sponsor(s) and contractor(s)	CDD
Mitigation Measure NOI-1c: The City shall condition approval of projects near receptors sensitive to construction noise, such as residences and schools, such that, in the event of a justified complaint regarding construction noise, the City would have the ability to require changes in the construction control noise plan to address complaints.	Condition projects such that if justified complaints from adjacent sensitive receptors are received, City may require changes in construction noise control plan.	Condition shown on plans, construction documents and specifications. When justified complaint received by City.	Project sponsor(s) and contractor(s) for revisions to construction noise control plan.	CDD

CITY OF MENLO PARK

STAFF REPORT

Planning Commission Meeting Date: **4/10/2023**
Staff Report Number: **23-026-PC**

Public Hearing and Study Session: **Draft Environmental Impact Report (EIR) public hearing and study session for the proposed 1125 O'Brien Drive life sciences/ research and development (R&D) project located at 1105-1165 O'Brien Drive and 1 Casey Court**

Recommendation

Staff recommends that the Planning Commission conduct:

- A public hearing to receive public testimony and provide comments on the Draft Focused EIR; and
- A study session to receive public comments and ask clarifying questions on the proposed project, including but not limited to the project refinements since the last Planning Commission study session on August 23, 2021, and the community amenities proposal.

This meeting will not include any project actions. Pursuant to Menlo Park Municipal Code Sections 16.82.030 (use permit), 16.68.020 (architectural control), 16.96.030 (below market rate housing program), and 16.44.070 (community amenities), the Planning Commission would be required to review and make a decision on the various entitlements requested by the proposed project at a future public hearing. Staff recommends the following meeting procedure for these two related items, allowing the public and the Planning Commission to focus comments and discussion on the specific project processes and project components.

Draft EIR public hearing

- Introduction by staff
- Project presentation by the applicant
- Presentation by City's EIR consultant
- Receive public comments on Draft EIR
- Receive Commissioners' comments on the Draft EIR, comments related to the environmental analysis will be included in the Final EIR with responses
- Close of public hearing

Project study session

- Introduction by staff
- Commissioner clarifying questions on the project
- Public comments on proposed project
- Commissioner comments on proposed project

Standard practice for projects that require a Draft EIR public hearing and study session has been to include the applicant team's presentation during the Draft EIR public hearing instead of the study session to allow the Planning Commission and community members to receive an overview of the project prior to providing comments on the Draft Focused EIR.

Policy Issues

A public hearing on the Draft Focused EIR provides an opportunity for the Planning Commission and the public to comment on the completeness and accuracy of the Draft EIR. The study session provides an opportunity for the community members to provide comments on the proposed project and for the Planning Commission to ask clarifying questions on the proposed project's details and design. The Draft EIR public hearing and the study session should be considered as separate items, with comments and clarifying questions used to inform future consideration of the proposed project. The Planning Commission will consider approval of the requested entitlements at a future meeting, after the City has received public comments on the Draft EIR and prepares responses. Commissioners are advised to refrain from expressing a position regarding approval of the project until the environmental review process is completed and the project is before the Planning Commission for action.

The proposed project would require the following actions:

1. **Environmental review** to analyze potential environmental impacts and certify the EIR as legally compliant with CEQA;
2. **Use permit** for bonus-level development (which requires the provision of community amenities), the use and storage of hazardous materials associated with an emergency back-up diesel generator, to modify the surface parking along street frontage requirements for 1 Casey Court, and to transfer development rights (height) from the applicant controlled parcel at 1140 O'Brien Drive to comply with the Zoning Ordinance average height requirement;
3. **Architectural control** approval of the design of the proposed building and associated site improvements;
4. **Lot merger** to combine three of the O'Brien Drive parcels into a single parcel; and
5. **Heritage tree removal permits** to remove 11 heritage trees on the project site and plant heritage tree replacements consistent with the City's code requirements. (The heritage tree removal permits are reviewed separately by the City Arborist before the Commission makes any decision on the overall project entitlements.)

In addition, the City has prepared the following documents are being prepared, and are now available or will be published in the near future, to analyze the proposed project and inform reviews by community members and the Planning Commission. These reports are not subject to specific Planning Commission action but provide background information for the Commission's consideration alongside the requested entitlements and environmental review.

- Housing Needs Assessment (HNA), including an analysis of the multiplier effect for indirect and induced employment from the proposed project, in compliance with the terms of the 2017 settlement agreement between the City of Menlo Park and the City of East Palo Alto (Available now) (Appendix 3-5 of the Draft EIR) (Attachment F);
- A Fiscal Impact Analysis (FIA) to inform decision makers and the public of the potential fiscal impacts of the proposed project is still being prepared and is not available at this time (Available in near future).
- Appraisal to identify the required value of the community amenity in exchange for bonus level

development (Available now) (Attachment N);

After the close of the Draft EIR public comment period on May 8, 2023 at 5:00 p.m., the City and its environmental consultant will review and respond to all substantive comments received in what is referred to as a "Response to Comments" document, which along with the Draft EIR and any revisions, additions, or clarifications to the Draft EIR, will constitute the Final EIR. The Planning Commission, as the final decision making body, will review the Draft and Final EIR together and determine if the environmental review was prepared in compliance with the California Environmental Quality Act (CEQA). The EIR would need to be certified as legally adequate and CEQA compliance findings would need to be adopted prior to final action on the proposed project. If the Planning Commission certifies the Final EIR, the Commission would then consider and take action on the requested land use entitlements. Certifying the EIR would not obligate the Planning Commission to approve the proposed project.

Background

Site location

The approximately 4.12-acre project site is zoned LS-B (Life Sciences-Bonus) and consists of four legal parcels developed with three light industrial buildings. The project site is located on the north side of O'Brien Drive between the Kelly Court and Casey Court cul-de-sacs, and near the intersection with Kavanaugh Drive. The project site is currently addressed as 1105, 1135 and 1165 O'Brien Drive and 1 Casey Court. The project site is anticipated to be readdressed as 1125 O'Brien Drive when the project is constructed. For purposes of this staff report, O'Brien Drive is considered to have an east-west orientation, and all compass directions referenced use this orientation, even though a short segment of O'Brien Drive near the intersections with Kavanaugh Drive and Casey Court runs north-south for approximately 500 feet. A location map is included as Attachment A.

Immediately north and west of the project site are LS-B-zoned properties that are currently developed with a mix of R&D, warehouse, and industrial uses. A private school at 1215 O'Brien Drive is also located east of the site, adjacent to a portion of the Hetch Hetchy right-of-way. The Hetch Hetchy right-of-way, which is owned by the San Francisco Public Utilities Commission (SFPUC), is north of the project site. The Willow Village mixed-use masterplan development is located to the north of the Hetch Hetchy right-of-way and is currently occupied by a multi-building office park owned and partially occupied by Meta. The business park, which is zoned R-MU-B (Residential Mixed Use - Bonus) and O-B (Office-Bonus), also contains other general office, R&D, manufacturing, and warehousing uses. In December 2022 the City Council certified the project EIR and approved a comprehensive redevelopment of the site into a mixed-use residential, commercial, and office campus. Construction has not started on the approved mixed-use masterplan. The Mid-Peninsula High School play field is approximately 400 feet west of the project site.

Properties to the south and east are zoned LS with a mix of R&D, manufacturing, office, and other uses. The project site is slightly more than 100 feet from JobTrain, located at 1200 O'Brien Drive, which is east of the project site. Farther south and east are single-family residences located in East Palo Alto. The closest residential properties are located to the south along Alberni Street in East Palo Alto.

The four legal parcels would be reconfigured into two development parcels. Parcel 1 would include the two parcels fronting O'Brien Drive and the existing twenty-foot-wide drainage channel parcel on the western edge of the site. The fourth parcel, addressed as 1 Casey Court is described as Parcel 2, would be retained in its current configuration and is proposed as a parking area for the development on Parcel 1. The configuration of the four existing parcels is depicted in Attachment B.

Project overview

The applicant, Tarlton Properties, Inc., is proposing to demolish the existing buildings and surface parking and construct a new five-story research and development (R&D) building, up to approximately 131,825 square feet in size. The proposal includes an approximately 2,659-square-foot café adjacent to the ground floor lobby. The proposed life sciences/R&D use is permitted in the Life Sciences (LS) zoning district and is consistent with the project site land use designation from the general plan. The applicant is proposing to develop the project utilizing the bonus level provisions identified in the Zoning Ordinance. The bonus level provisions of the LS-B zoning district allow a development to seek an increase in floor area ratio (FAR) and height subject to obtaining a use permit or conditional development permit by providing community amenities, as further discussed in the "community amenities" section of this report. The project plan set is included in Attachment C.

Site layout

The proposed project would consist of two development parcels. Parcel 1, adjacent to O'Brien Drive, would be developed with the proposed five-story R&D building, accessory buildings, and surface parking. A trash enclosure, generator enclosure building, and accessory buildings for potential future chemical storage would be located along the property line parallel to the rear of the proposed building. A publicly-accessible plaza is proposed between the building entrance and the public sidewalk. Parcel 2, located off the end of Casey Court, would be developed with additional surface parking. A landscaped area is proposed between the developed portions of the parcels and would run along the rear of the proposed potential chemical storage buildings, trash enclosure, and generator enclosure. The proposed publicly accessible pathway from O'Brien Drive to the SFPUC Hetch Hetchy right-of-way is located in this area and would continue through the site between the two surface parking lots and then veer north alongside the existing drainage ditch.

The proposed five-story R&D building would be constructed in an east-west orientation with a curving front façade following the curve of O'Brien Drive. The proposed café use would be located on the ground floor fronting O'Brien Drive. The roof of the building would feature an outdoor roof deck amenity for building tenants with landscaping and seating/gathering areas. The main entrance would be located on the curved O'Brien Drive frontage and would be connected to the street by a landscaped entry plaza serving as a portion of the required publicly accessible open space with seat walls, benches, and tables. To account for potential flooding and sea level rise (and comply with the City's Zoning Ordinance requirements), the finished floor would be elevated above the existing grade of the street (and a minimum of 24 inches above the base flood elevation of the site).

Table 1 provides a comparison between the existing development and the proposed new development as it relates to the LS-B zoning regulations.

Table 1: Project data			
	Existing development	Proposed development	Zoning Ordinance bonus level (Maximums)
Floor Area Ratio	33.3%	74%	125% + 10% commercial
Gross Floor Area: • R&D uses • Commercial uses	 59,866 s.f. 0 s.f.	 129,166 s.f. 2,659 s.f.	 244,423 s.f. 17,954 s.f.
Height (Maximum)*	20 feet	101 feet	120 feet
Height (Average)*	20 feet	60.6 feet	77.5 feet
Parking	125 spaces	229 spaces	Between 201 and 333 spaces
Total Open Space	n/a**	22.1%	Minimum 20%
Publicly Accessible Open Space	n/a**	11.6%	Minimum 10%

* Maximum height and average height do not include roof-mounted equipment, utilities, or parapets used to screen mechanical equipment. The height limits include the 10-foot height increase allowed for properties within the FEMA flood zone.
** The existing development was constructed under the M-2 zoning regulations that previously applied to the site, which did not include requirements for open space and public open space.

Gross floor area (GFA) and floor area ratio (FAR)

The proposed development would contain up to 131,825 square feet of gross floor area (GFA). The floor area ratio (FAR) for the project would be approximately 74 percent, with approximately 72 percent of the FAR proposed for R&D uses and approximately 1.5 percent for the proposed café commercial use. The proposed project would be constructed well below the maximum permitted FAR of 125 percent for life science uses; however, since the 74 percent FAR includes the entire project site, any future development on Parcel 2 within the project site would be considered a bonus level development project and subject to a use permit and additional community amenity requirements.

Height

Table 2 below outlines the proposed maximum and average heights for the proposed project and the requirements of the Zoning Ordinance.

Table 2: Building height		
	Proposed	Zoning Ordinance standards
Height (Maximum)**	101 feet	120 feet*
Height (Average)**	60.6 feet	77.5 feet*

* The height limits include the 10-foot height increase allowed for properties within the FEMA flood zone.
** Maximum height and average height do not include roof-mounted equipment, utilities and, parapets used to screen mechanical equipment.

The proposed maximum and average heights are consistent with these requirements. As part of the proposed project, the applicant is requesting to transfer the right to develop a taller building from 1140 O'Brien Drive, located across O'Brien Drive to the south of the project site to the 1125 O'Brien Drive property, as authorized by Zoning Ordinance section 16.44.050. If approved, a deed restriction will be

recorded against title to 1140 O'Brien Drive to document the lower permitted maximum height of any future redevelopment of that property. According to the City's permit records, the height of the existing building at 1140 O'Brien Drive is 19.25 feet. The average height of the proposed building on the project site and any future building at 1140 O'Brien Drive (with a maximum height of up to 35 feet) would be 60.6 feet, below the maximum permitted average height of 77.5 feet permitted for a bonus level development in the LS-B district. The concept of using a deed restriction between the 1140 O'Brien Drive and 1125 O'Brien Drive project sites to comply with the average height requirement for the proposed project was reviewed by the Planning Commission at its August 2021 study session and Commissioners did not identify issues at that time. If the height calculations of the proposed building at 1125 O'Brien Drive (and any future additional buildings on the 1125 O'Brien Drive project site), combined with the existing building at 1140 O'Brien Drive or any future redevelopment at 1140 O'Brien Drive are acceptable to the Planning Commission, staff will continue to work with the applicant to determine the appropriate height limit and any other restrictions on future redevelopment of the 1140 O'Brien Drive and 1125 O'Brien Drive project site. Compliance would be ensured through a condition of approval and a deed restriction between the two properties. If the proposed height calculation and deed restriction are not acceptable to the Planning Commission, the height of the proposed 1125 O'Brien Drive building would need to be reduced to comply with the average height limit.

Site access, circulation, and parking

Two driveways from O'Brien Drive would provide vehicular access to Parcel 1 and two driveways from Casey Court would provide vehicular access to Parcel 2. The two development sites would not be connected internally for vehicular-circulation purposes, meaning it would be necessary to use both O'Brien Drive and Casey Court to drive between the two parking areas. A loading dock area is proposed on the north side of the building and a shuttle/van duck-out, designed to accommodate a future stop location for area transit or shuttle services (e.g. applicant provided shuttles as part of a transportation demand management plan), is proposed in front of the building near the main entrance.

Internally, pedestrian walkways would connect the parking area on Parcel 2 with Parcel 1, the new sidewalk along Casey Court, and the proposed plaza located in front of the proposed building. A cross-project walkway is also proposed to connect to a possible future connection to the SFPUC right of way located immediately north of Parcel 2. See plan set Sheet A8.1 for additional details on the pedestrian pathways and open space (Attachment D).

Vehicle parking would be provided on both parcels. As currently proposed, the project would provide a total of 229 parking spaces, with 82 spaces provided on Parcel 1 (adjacent to the proposed building) and 147 spaces located on Parcel 2. The LS zoning district requires that project parking be between 1.5 and 2.5 spaces per thousand square feet for R&D and office uses. This parking ratio would result in 201 to 333 parking spaces, based upon the proposed project square footage. The project would provide one parking space for every 576 square feet (or 1.74 parking spaces per one-thousand square feet). The proposed 229 parking spaces would comply with the City's parking requirement. As previously noted, the two parking lots lack an internal connection, meaning it would be necessary to use both O'Brien Drive and Casey Court to drive between the two parking areas

For bicycles, Zoning Ordinance section 16.44.080 requires 1 parking space per 5,000 square feet (meaning 27 spaces for 131,825 square feet). For office and research and development uses, 80 percent of the required bicycle parking is required to be for long term users. The proposed project would provide a total of 26 bicycle parking spaces, including 21 Class I secure bicycle lockers within the building for long-term parking. The remaining five short-term spaces would be located near the front door in the plaza area. Showers and lockers would also be provided. The current plans only provide 26 bicycle parking spaces and one additional bicycle parking space is required. Staff is working with the applicant to ensure compliance

with the bicycle parking requirements.

Site frontage improvements
The project would be required to install a new sidewalk, curb/gutter, streetlights, and street-edge landscaping along the O'Brien Drive frontage. Along the Casey Court frontage, public improvements would include new sidewalk and curb/gutter. The project proposes a Class II bicycle lane along the Project frontage of O'Brien Drive. These frontage improvements would be coordinated with the City's Public Works department.

Previous Planning Commission review
On July 16, 2018, the Planning Commission provided comments on a previous version of the project. The previous project proposed development only on Parcel 1 and included a five-story parking garage adjacent to the proposed R&D building. At that meeting, the Commission generally identified concerns with the design and location of the parking structure and the potentially excessive amount of parking being proposed. In response, the applicant acquired the adjacent property (i.e. Parcel 2) to eliminate the need to construct a parking garage and still be able to provide adequate parking. Subsequent revisions to the project further reduced the number of parking spaces, increased the amount of open space, provided a publicly accessible pedestrian path for a future connection to the SFPUC right-of-way to allow for a connection to any future bicycle and pedestrian improvements, and revised the landscape plan to save two of the heritage trees.

The Planning Commission again reviewed the project on August 23, 2021 as part of the EIR scoping public hearing and project study session. In addition to the need to address transportation impacts and greenhouse gas emissions in the EIR, the Planning Commission generally inquired on the location of the bicycle amenities, the rationale for not constructing an all-electric building, the amount of the proposed parking, and the need for additional trees to shade the surface parking to ameliorate potential heat island effects. The Commission did not raise any new or substantive design issues at that time.

California Environmental Quality Act (CEQA) review
A Draft EIR evaluates potential environmental impacts that could result from implementation of the proposed project. Under CEQA, a significant environmental effect is a potentially substantial, adverse change in any of the physical conditions within the area affected by the project including land, air, water, minerals, flora, fauna, ambient noise, and objects of historic or aesthetic significance. Potential environmental impacts under CEQA are only related to the physical environment, and do not evaluate potential social or economic effects from the proposed project. Each potential impact is determined based on criteria of significance, which are thresholds set by the state CEQA Guidelines and applicable City policies to determine whether an impact is potentially significant.

As stated in the CEQA Guidelines, an EIR is an informational document that is intended to provide the City, responsible and trustee agencies, other public agencies, and community members with detailed information about the potential environmental effects that could result from implementing the proposed project, evaluate and implement feasible mitigation measures to reduce or avoid potentially significant physical environmental impacts if the proposed project is approved, and consider feasible alternatives to the proposed project, including the required No Project Alternative. Planning Commissioners were previously provided a copy of the Draft EIR for the proposed project, which was released on March 24, 2023. The Draft EIR is available through the hyperlink in Attachment E and the Draft EIR appendices are available through a hyperlink in Attachment F.

The April 10, 2023, Planning Commission meeting falls within the Draft EIR comment period, which ends on

Monday, May 8, 2023, at 5:00 p.m. and serves as a public hearing to receive comments from interested persons and the Planning Commission on the Draft EIR. Oral comments received during the public hearing and written comments received during the Draft EIR comment period will be considered while preparing the Final EIR for the proposed project. Responses to substantive comments on the Draft EIR will be included in the Final EIR.

CEQA process

Prior to preparation of the Draft EIR, and in accordance with CEQA Guidelines Section 15168(c), an initial study (IS) was prepared to identify the potential environmental impacts of the proposed project and determine what level of environmental review would be appropriate for the project EIR. The IS and Notice of Preparation (NOP) were released on July 30, 2021, beginning the 30-day review and comment period which ended on August 31, 2021. The NOP is included via hyperlink in Attachment G and the IS via hyperlink in Attachment H.

Following the release of the IS, the Planning Commission conducted a scoping session on August 23, 2021. The scoping session provided an opportunity (early in the environmental review process) for the Planning Commission and interested persons to provide comments on the scope and content of the EIR and the evaluation in the IS. At the scoping session, individual Commissioners felt that transportation impacts and greenhouse gas emissions needed to be addressed. Both of these topics are included in the EIR.

During the comment period the City received comments from three outside agencies. The Native American Heritage Commission reminded the City of the tribal consultation requirements contained in State law. The San Francisco Public Utilities Commission (SFPUC) commented that use of the Hetch Hetchy right-of-way would require approval of the SFPUC. Finally, Caltrans District 4 commented that the EIR needs to address vehicle miles traveled (VMT) and identify appropriate mitigation. The NOP comments are included in Attachment I and the August 23, 2021 Planning Commission EIR scoping session transcript is included in Attachment J.

The IS disclosed relevant impacts and mitigation measures already covered in the program-level Final EIR for ConnectMenlo (ConnectMenlo EIR), which was certified by the City Council on November 29, 2016, as part of an update to the Land Use and Circulation Elements of the General Plan and related zoning changes, commonly referred to as ConnectMenlo. The environmental review of the 1125 O'Brien Drive project is a project-level review utilizing the program-level CEQA review conducted as part of the ConnectMenlo process. As a result, applicable mitigation measures from the ConnectMenlo EIR can be applied to the proposed project.

Section 15128 of the CEQA Guidelines states that "an EIR shall contain a statement briefly indicating the reasons that various possible significant effects of a project were determined not to be significant and were therefore not discussed in detail in the EIR." To accomplish this, the IS determined that the proposed project would result in no impacts, less-than-significant impacts, or less-than-significant impacts with mitigation measures (including applicable mitigation measures from the ConnectMenlo EIR) related to the following environmental issues and concluded that these topics did not have to be analyzed in the Draft EIR.

- Aesthetics
- Agriculture and Forestry Resources
- Air Quality (conflicts with air quality plans and odors)
- Biologic Resources (conflicts with habitat plans and impacts to riparian/wetland areas)
- Hydrology and Water Quality
- Land Use and Planning
- Mineral Resources
- Noise (airport-related noise)

- Cultural/Tribal Resources (conflicts with historic resources and human remains)
- Energy
- Geology and Soils
- Hazards and Hazardous Materials
- Population and Housing (displacement of people or housing)
- Public Services
- Recreation
- Utilities and Service Systems

A complete description of potential impacts and recommended mitigation measures for these topic areas is provided in the IS (Attachment H). The Initial Study is also included in Appendix 1-1 of the Draft EIR.

Analysis

Draft Focused EIR

Topics analyzed

Based on the conclusions of the IS, a focused EIR was prepared for the proposed project. A focused EIR is a project-level EIR which focuses on only those CEQA topic areas that require additional study (beyond the analysis contained in the IS and in the ConnectMenlo EIR). Population and Housing as well as transportation are required study topics in the Draft EIR as a result of a 2017 Settlement Agreement between the City of Menlo Park and the City of East Palo Alto (Settlement Agreement). The Settlement Agreement requires the preparation of an EIR, Housing Needs Assessment (HNA) and Transportation Impact Analysis (TIA), for bonus level development projects in the Bayfront area.

Consistent with the findings of the Initial Study and Settlement Agreement, a focused Draft EIR (referred to as Draft EIR in this report) has been prepared to address potential physical environmental effects of the proposed project in the following areas:

- Air Quality
- Biological Resources
- Cultural and Tribal Resources
- Greenhouse Gas (GHG) Emissions
- Noise
- Population and Housing
- Transportation

Impact analysis

For each of the analyzed topic areas, the Draft EIR describes the existing conditions (including regulatory and environmental settings) and analyzes the potential environmental impacts (noting the thresholds of significance and applicable methods of analysis). Impacts are considered both for the project individually, as well as cumulatively for the project in combination with other reasonably foreseeable probable future projects and cumulative growth. The Draft EIR also identifies and classifies the potential environmental impacts for each impact discussion. The potential outcomes of this process are summarized below:

- No Impact (NI)
- Less than Significant (LTS)
- Less than Significant with Mitigation (LTS/M)
- Significant and Unavoidable (despite any identified mitigation measures) (SU)

The Draft EIR prepared for the project identified less than significant effects, effects that can be mitigated to

a less-than-significant level, and significant and unavoidable impacts. Where a significant or potentially significant impact is identified, mitigation measures are considered to reduce, eliminate, or avoid the adverse effects. If the mitigation measure reduces a significant impact, the Draft EIR indicates that the impact is less than significant with mitigation.

If a mitigation measure cannot eliminate or avoid an impact or reduce the impact below the applicable threshold of significance, the impact is considered significant and unavoidable. Certification of a Final EIR with Significant and Unavoidable impacts requires the adoption of a statement of overriding considerations (explaining why the project should be approved despite the significant and unavoidable impacts) pursuant to CEQA Guidelines Section 15091(a).

The Draft EIR determined that the project would result in potentially significant impacts relating to air quality, cultural and tribal resources, greenhouse gas emissions, construction noise, and transportation. However, the Draft EIR identified mitigation measures which are expected to reduce impacts to less than significant with mitigation (LTS/M) for all of these impacts, except for greenhouse gas emissions and construction noise. These two impacts require making a finding of overriding considerations during the project approval process. Attachment K includes Table ES-2 from the executive summary of the Draft EIR, which summarizes the impact significance and mitigation measures for all studied topic areas. A more detailed analysis of the proposed project's impacts and associated mitigation measures by topic area is provided in the Draft EIR. Interested parties are encouraged to review the specific topics of interest in the Draft EIR (hyperlinked in Attachment E).

Significant and unavoidable impacts

While identified impacts for most topic areas can be mitigated to a less than significant level with project specific mitigation measures or the application of mitigation measures from the certified ConnectMenlo program level Final EIR, impacts related to greenhouse gas emissions and noise remain significant and unavoidable even with the application of mitigation measures. CEQA Guidelines Section 15126.2(c) requires EIRs to include a discussion of the significant environmental effects that cannot be avoided if the proposed project is implemented. More detailed analysis for each impact and associated mitigation measures (which would be applied to achieve some impact reduction even if unable to fully reduce the impact to less than significant) are included in the greenhouse gas emissions (Chapter 3.2) and noise sections (Chapter 3.4).

For greenhouse gas emissions, the project is inconsistent with the Bay Area Air Quality Management District requirements to eliminate the use of natural gas for building heating and cooling purposes, resulting in a significant and unavoidable impact. A conflict with adopted plans and policies related to the elimination of natural gas usage also results in a cumulative impact that cannot be mitigated.

For construction noise and vibration, Parcel 2 of the project is located adjacent to a sensitive land use (the Wund3rSCHOOL/Open Mind School). The Draft EIR identifies significant impacts from construction noise and vibration. The Draft EIR also recommended potential mitigation measures to reduce these impacts. These mitigation measures include a noise barrier adjacent to the school play area and the requirement for a noise reduction plan to reduce potential construction impacts. However, because it could not be assured that these measures would prevent these impacts from being significant, the conclusion of the Draft EIR is that these impacts would be significant and unavoidable even with implementation of the mitigation measures.

The Draft EIR determined that all of the other evaluated impacts would be less than significant (either with or without mitigation).

Project Alternatives

The CEQA Guidelines require study of a "reasonable range" of alternatives to the proposed project; Alternatives considered should be able to feasibly attain most of the project's basic objectives, while avoiding or substantially lessening one or more of the significantly adverse environmental effects of the project. An EIR does not need to consider every conceivable alternative to a project, but it must consider a reasonable range of potentially feasible alternatives that will foster informed decision-making and public participation. Section 15126.6(e) of the State CEQA Guidelines also requires the evaluation of a No Project Alternative. The Draft EIR considered potential alternatives to reduce the significant and unavoidable impacts associated with greenhouse gas emissions (conflicts with regional plans and cumulative impacts), noise (construction noise levels, vibration annoyance) as well as transportation impacts relating to vehicle miles traveled. Project alternatives are evaluated in more detail in Chapter 5 of the focused Draft EIR.

Alternatives considered and rejected

As part of the process of identifying potential project alternatives, a number of project alternatives were considered but rejected. Some of the reasons these alternatives were rejected include, property ownership, general plan or zoning inconsistency, and alternatives that resulted in potentially greater environmental effects than the proposed project. Alternatives which were considered but rejected include the following.

1. *Alternative Location*: An alternative location was explored but rejected because it would require general plan and zoning ordinance amendments to accommodate a similar project and/or additional land acquisition.
2. *Alternative Use Scenario*: Under this alternative, non-R&D uses would be considered. However, these would not be consistent with the applicable zoning and general plan land use designations and policies for the property. Development other than life sciences R&D uses would prevent the project from meeting most of the basic project objectives.
3. *Maximum Bonus Alternative*: Under the maximum bonus alternative, the project would be developed at the maximum bonus level of development allowed in the LS-B district for both Development Parcels. The increase in building FAR, height, and potential employees would lead to increased impacts, and was therefore rejected.
4. *Reduced Parking Alternative*: This alternative would reduce the amount of onsite parking being provided to the legal minimum required by the Municipal Code. This alternative was rejected because the project location does not have the characteristics needed for reduced parking to result in an additional reduction in VMT and would introduce a potential for spillover parking because adjacent neighborhoods generally do not have controlled parking through permits, time limited parking, or on-street market-rate parking (metered parking), meaning vehicle trips could continue to the area.
5. *Parking Garage Alternative*: This alternative is similar to a preliminary project proposed in 2018. This alternative was rejected due to changes in national project financing and market factors, the construction of a parking garage is not feasible because the proposed project building's square footage is not large enough to financially justify the additional cost. Construction of a parking garage could also cause added impacts on the neighborhood.
6. *No Natural Gas Alternative*: this project alternative would remove the use of all natural gas from the project. This alternative was rejected because the use of natural gas is not prohibited in Menlo Park. The City's Municipal Code provides a process to allow the use of natural gas in new buildings. Furthermore, the applicant documents that replacing natural gas with electricity would not be feasible for operation of the proposed R&D laboratories.

Project alternatives considered in Draft EIR

CEQA requires the consideration of project alternatives in environmental impact reports. The purpose of these alternatives is to consider possible project modifications and variations that would reduce adverse impacts to the environment. The Draft EIR considered and evaluated the following three alternatives:

1. **No Project Alternative**: Under this alternative, no new construction would occur on the project site. The buildings and uses would be maintained under current conditions. The applicant would not construct any new buildings or install new or replacement infrastructure. This alternative is required by the California Environmental Quality Act.

2. **Base Level Alternative:** Under this alternative, the proposed project would be developed on both Parcels 1 and 2 in accordance with the base level requirements for the LS Zoning District (FAR of 55% and a building height of 35 feet) without adding bonus level development. The site plan would likely be similar to the proposed project in so far that a building, drive aisles and parking lots, as well as landscaping would be constructed on the site. This alternative would result in less building square footage, and a lower building height, but with a larger building footprint (because only a two-story building is assumed). Because of the lower building and less intense development, no roof top private open space is included (see the discussion of the project's private open space below) because the less intense development would allow any private open space to occur at ground level. The overall pattern of open space and landscaping would be similar to the proposed project. The Base Level Alternative would be required to achieve LEED Silver certification or equivalent (versus LEED Gold for the project as described below) and would implement a TDM program (similar to the project). This alternative would result in similar construction noise and vibration impacts, and transportation impacts as compared to the proposed project.

3. **Reduced Base Level Alternative**: Under this alternative, the proposed project would be developed only on Parcel 1 in accordance with the base level requirements for the LS Zoning District (FAR of 55% and a building height of 35 feet). This project would also result in less building square footage, and a lower building height. Because of the lower building and less intense development, no roof top private open space is included because the less intense development would allow private open space to occur at ground level. The Reduced Base Level Alternative would be required to achieve LEED Silver certification or equivalent and would implement a TDM program. This alternative could reduce construction noise and vibration impacts and transportation impacts as compared to the proposed project.

A comparison of these three alternatives with the project and each other is provided in Table 3 below.

Table 3: Project and Alternative Comparisons

	Proposed Project	No Project Alternative [1]	Base Level Alternative [2]	Reduced Base Level Alternatve [2,3]
Total Project site	4.12 acres	4.12 acres	4.12 acres	2.44 acres
Office/R&D square footage	129,166 s.f.	59,866 s.f.	98,746 s.f.	58,458 s.f.
Commercial square footage	2,659 s.f.	0 s.f.	0 s.f.	0 s.f.
Total Square Footage	131,825 s.f.	59,866 s.f.	98,746 s.f.	58,458 s.f.

Table 3: Project and Alternative Comparisons				
	Proposed Project	No Project Alternative [1]	Base Level Alternative [2]	Reduced Base Level Alternatve [2,3]
Floor area ratio	74%	33%	55%	55%
Maximum height	101 ft.	20 ft.	35 ft.	35 ft.
Lot coverage	24.7%	33.3%	27.5%	27.5%
Total parking spaces	229	125	197 [4]	117 [4]

1 The No Project Alternative represents the current development on the project site.
2. A two-story R&D/office structure is assumed for comparison purposes.
3. No development would occur on Parcel 2.
4. Parking for the project alternatives is assumed to be 2 parking spaces per 1,000 s.f. (one space per 500 sf).

Like the proposed project, both the Base Level and Reduced Base Level Alternatives would require upgrades to the water lines in O'Brien Drive. These upgrades are necessary for any new development in this area. The impacts of waterline construction were evaluated and mitigated as part of the EIR for the 1350 Adams Court project.

CEQA requires the EIR to identify what is considered the environmentally superior alternative, which in this case is the No Project Alternative. However, CEQA Guidelines Section 15126.6(e)(2) states that when the No Project Alternative is identified as the environmentally superior alternative, the EIR must also identify an environmentally superior alternative from among the other alternatives.

The Reduced Base Level Alternative would result in a reduction in building square footage and would have fewer employees and vehicle trips. Because the size of the building would be smaller, footprint-related impacts would be the same or less than those of the proposed project. The Reduced Base Level Alternative would result in fewer construction and operational impacts related to air quality, GHG emissions, and noise, and transportation. All other impacts would be similar to those identified for the proposed project. Therefore, the Reduced Base Level Alternative was determined to be the environmentally superior alternative. In considering the Reduced Base Level Alternative, the City will need to evaluate the tradeoff of a base level development that would result in potentially reduced impacts for most of the evaluated environmental effects, though the project would still result in significant and unavoidable impacts to noise and greenhouse gas emissions and would not provide any community amenities (that would be received from a bonus level project in exchange for increased intensity and/or height).

O'Brien Drive waterline improvements

Like the 1350 Adams Court project, the proposed project would require the upgrading of waterlines in O'Brien Drive to provide adequate fire flows. These upgrades were considered and evaluated as part of the EIR for the 1350 Adams Court project and are not being re-evaluated as part of the focused EIR for the 1125 O'Brien Drive project: The impacts and mitigation measures of upgrading the waterlines are part of the certified EIR for the 1350 Adams Court project. Because the waterline upgrades are required for any new development along O'Brien Drive, whichever project is constructed first would be required to install the upgraded waterline. If the 1350 Adams Court project is constructed first, that project would install the upgraded waterlines. However, if the 1125 O'Brien Drive project is constructed first, staff plans to recommend that this requirement be made a condition of approval for the 1125 O'Brien Drive project to ensure that the waterline will be upgraded. The mitigation measures related to the waterline upgrade from

the Adams Court EIR will be implemented regardless of which project proceeds first.

CEQA Process - next steps

As previously mentioned, the comment period on the Draft EIR is currently open through May 8, 2023. Once the Draft EIR comment period is completed, the environmental consultant will review and respond to all substantive comments received in what is referred to as a "Response to Comments" document or Final EIR. The Final EIR will be circulated to any commenting public agencies a minimum of 10 days prior to the Planning Commission's review and decision whether to certify the Final EIR. The EIR must be certified before any final actions can be taken on the proposed project. Certification of the Final EIR is a separate action and does not require that the Planning Commission to approve the requested land use entitlements.

Project study session

Please refer to the earlier Project Overview section of this staff report for a general summary of the proposed project. This portion of the report highlights a variety of topic areas for consideration during the study session. As the Planning Commission reviews the report, staff recommends that the Commission consider the architectural design, design and layout of the publicly accessible open space, average height calculation utilizing the transfer of development rights from 1140 O'Brien Drive, and the design and layout of the parking lots. The Planning Commission may also wish to discuss additional topics of interest not mentioned above.

Proposed land use

The applicant is proposing a life science/R&D use. The Zoning Ordinance identifies that light industrial and research and development uses are permitted in the LS zoning district. It should be noted that a use permit is required for bonus-level development (which requires the provision of community amenities), the use and storage of hazardous materials associated with an emergency back-up diesel generator, to modify the surface parking along street frontage requirements for the Casey Court frontage, and to transfer development rights (height) from the applicant controlled parcel at 1140 O'Brien Drive to comply with the Zoning Ordinance average height requirement, in relation to the proposed life science/R&D use and project design; however the proposed use itself is a permitted use.

Design standards

In the LS zoning district, all new construction and building additions of 10,000 square feet of GFA or more must meet design standards subject to architectural control review. The design standards regulate the siting and placement of buildings, landscaping, parking, and other features in relation to the street; building mass, bulk, size, and vertical building planes; ground floor exterior facades of buildings; open space, including publicly accessible open space; development of paseos to enhance pedestrian and bicycle connections between parcels and public streets in the vicinity; building design, materials, screening, and rooflines; and site access and parking. Below is a summary of how the project complies with various design standards. As staff continues to review the proposed project additional documentation may be required to ensure compliance with the requirements of the Zoning Ordinance prior to Planning Commission review and action on the proposed project.

Architectural style and building design

The design of the proposed building would have a contemporary architectural style with most of the architectural detailing concentrated on the front elevation facing O'Brien Drive. The front building facade (facing O'Brien Drive) consists of full height windows from the ground surface to the building parapet. Except for the glass area around the front door, all of the building window glass (except the glass around the main building entrance) would be fritted and bird-friendly and would utilize low-e blue tinted glass. The

other building elevations consist of glass fiber reinforced concrete (GFRC) panels in tones of light grey and charcoal with smaller windows. There are vertical and horizontal reveal lines which integrate the wall surfaces with the windows. The windows and door have aluminum frames. Stair towers on the western and eastern sides of the building would help to frame the public plaza area.

The roof deck would feature a glass railing and arcade element that would be integrated into the building design. The café use would be integrated into the building but would have a separate entry from the exterior. The west building façade is now more visible since there is a surface parking lot immediately adjacent to it rather than an attached parking garage. This elevation features less glazing and building articulation than the front elevation but would still be highly visible from the public right-of-way.

With regard to the overall project design/style and the application of LS-B district standards, staff believes that the design is generally in compliance with these standards. In terms of the proposed building design the project has not changed substantially from the previous study session in 2021. However, virtually all of the architectural detailing is located on the front of the building facing O'Brien Drive. The side and rear elevations incorporate a simpler level of architectural detailing.

Front façade modulation
The Zoning Ordinance, Section 16.44.120(2), requires that new buildings provide varied wall planes (called modulations) along the surfaces facing the street. The proposed recesses and projections created by the stair towers bordering either end of the curved glass façade would meet the design standards for articulation and building breaks. The design standards for the LS-B zoning district require modulations on facades facing publicly accessible spaces. A building must have a minimum of one recess 15 feet wide by 10 feet deep per every 200 feet of facade length. The proposed building incorporates two modulations and an extended curved elevation. This information is depicted on Plan Set Sheets A8.3 and A8.4 (Attachment C). Staff believes that the proposed project complies with this requirement.

Ground floor transparency
Section 16.44.120(3) of the Zoning Ordinance requires that the ground floor transparency be at least 40 percent, 50 percent for commercial uses, which for the proposed project would be measured along the bottom seventeen feet of the elevation facing O'Brien Drive. This area of ground floor facade totals 5,630.5 square feet, of which 2,646.8 square feet is a transparent glass surface. This equals 47 percent of the ground floor area facing O'Brien Drive. The portion of the ground floor occupied by the café (commercial use) appears to exceed the 50 percent transparency requirement and staff will work with the applicant to confirm prior to project entitlement actions. The proposed project generally appears to comply with these requirements.

Summary
The proposed project design and architectural style appear to comply with the design standards requirements of the Zoning Ordinance. The Planning Commission may wish to provide additional feedback on the proposed building design and site layout before the project advances to the project entitlement and final EIR certification hearings.

Open space
The proposed project would be required to provide open space equivalent to 20 percent of the project site area, of which 50 percent must be provided as publicly accessible open space. According to the Municipal Code Section 16.44.120(4)(A):

> *Publicly accessible open space consists of areas unobstructed by fully enclosed structures with a*

mixture of landscaping and hardscape that provides seating and places to rest, places for gathering, passive and/or active recreation, pedestrian circulation, or other similar use as determined by the planning commission. Publicly accessible open space types include, but are not limited to, paseos, plazas, forecourts and entryways, and outdoor dining areas. Publicly accessible open space must:

(i) Contain site furnishings, art, or landscaping;
(ii) Be on the ground floor or podium level;
(iii) Be at least partially visible from a public right-of-way such as a street or paseo;
(iv) Have a direct, accessible pedestrian connection to a public right-of-way or easement.

Project open space includes street-edge landscaping and public spaces, a band of mid-project landscaping along the boundary between Parcels 1 and 2, and in and around the parking areas. The area of the total project open space is approximately 39,666 square feet or 22.1 percent of the site area. With the pedestrian path to the SFPUC right of way and the publicly accessible entry plaza along O'Brien Drive, 11.6 percent of the site would be publicly accessible open space. The project complies with these numeric criteria. The layout of proposed open space, including the proposed pathway to the SFPUC right-of-way is included in Attachment D.

Publicly accessible open space
Publicly accessible open space is concentrated along the street frontage, including the public plaza at the building entrance, and along the pedestrian path to the SFPUC right-of-way. The public plaza includes landscaping, pathways, site furnishings, and is the predominant accessible open space area on the project site. Other public open space amenities include a gathering area with table and benches along the pedestrian path between the two parking areas. Kavanaugh Drive connects to nearby residential areas in East Palo Alto. The pedestrian pathway through the site would be located adjacent to accessory buildings (trash enclosure, generator enclosure, and chemical storage building) and surface parking spaces. The pathway includes some proposed screening between the loading dock and the accessory buildings that would reduce the potential impact of these buildings and uses on the pathway. The pathway would provide a connection to the northern edge of the site at the SFPUC right-of-way allowing for a possible future connection if any improvements on the SFPUC are constructed in the future. There are no current plans to incorporate bicycle and pedestrian infrastructure on the SFPUC Hetch Hetchy right-of-way and any improvements would require coordination with SFPUC; however, the proposed open space would provide a connection through the site to any potential future infrastructure. This could allow for additional connectivity throughout the area in the future. In front of the main building entrance the applicant is proposing to install a publicly accessible plaza space, landscaping and seating areas. The Planning Commission should consider the current layout of the open space independently of any future improvements and connections.

Private open space
Private open space for use by building tenants and guests consists of an approximately 6,600 square foot roof deck. This area would be equipped with tables and chairs and planter-based landscaping. There are no numeric criteria in the Zoning Ordinance for private open space.

Trees and landscaping
There are currently 40 trees on the project site, of which 13 qualify as heritage trees. Two of these heritage trees would be retained on site: the coast live oak along the north property line (next to the SFPUC right-of-way) and a Dracena tree adjacent to the Casey Court driveway. To replace the eleven heritage trees proposed for removal, nine 60"-box Island Oak (Quercus tormentella) and fourteen 24"- to 36"-box Strawberry Trees would be planted. The applicant is responsible for planting heritage tree replacements in an amount equal to the appraised value of the removed heritage trees, subject to final approval by the City Arborist. Heritage tree removal permits have been filed by the applicant and are currently under review by

the City Arborist and Planning Division. The valuation of the replacement trees will be verified prior to the issuance of the tree removal permit. Approval of the permits will be required prior to removal of any of the heritage trees.

The applicant proposes to plant 117 trees on the site; 39 Chinese pistache, 22 Podocarpus, 14 strawberry tree, 12 Silver Linden, 10 western redbud, 9 Fremont poplar, and 7 coast live oak. The primary parking lot trees would be the Chinese Pistache and Podocarpus. The street trees are proposed to be the Patmore green ash trees.

Onsite parking

The project proposes two separate parking lots. One is on Parcel 1 adjacent to the building and would be accessed via O'Brien Drive. A second parking lot would be located on Parcel 2 and be accessed from Casey Court. The two parking lots contain 229 parking spaces or 1.74 parking spaces per one thousand square feet of building area. The proposed project would comply with the setback requirement for surface parking from a street frontage (i.e. 20 feet) along both the O'Brien Drive and Casey Court frontages. The proposed project complies with the maximum 35 percent of surface parking limitation along a street frontage along the O'Brien Drive frontage. However, the entire length of the Casey Court frontage has surface parking located along the street frontage and does not comply with the 35 percent limitation of the Zoning Ordinance. The applicant is requesting a use permit to modify this design standard. Staff has evaluated the site layout and the relationship of the surface parking to the Casey Court cul-de-sac and believes that the request is supportable along the Casey Court frontage.

As previously indicated, the first iteration of the project involved development on only Parcel 1 and included a parking structure west of the proposed building. In 2018 the Planning Commission expressed concerns with the location and design of the parking structure. The current project incorporates two adjacent and separate parking lots. This could have the potential to introduce additional traffic onto O'Brien Drive and Casey Court from vehicles moving between the two parking lots since an access point between the two parcels within the project site is not currently proposed.

Hazardous materials storage and use

The use and storage of hazardous materials and chemicals requires an administrative permit in the LS Zoning District; however, when a request is associated with another discretionary action (e.g. Architectural control or use permit), the use and storage of hazardous materials can be reviewed concurrently by the Planning Commission through a use permit. The proposed diesel emergency backup generator has been incorporated into the use permit request for the project.

The proposed emergency diesel generator would be located within an enclosure behind the main building adjacent to the northern property line. The applicant is also proposing two accessory buildings for potential future chemical storage that would total approximately 500 square feet in area. These accessory buildings would be located behind the main building, adjacent to the property line between Parcel 1 and Parcel 2 within the project site. The Initial Study analyzed the use and storage of hazardous materials for the diesel generator and potential future use of hazardous materials associated with the R&D laboratory uses. The City is only reviewing the diesel generator request at this time and any future storage and use of hazardous materials within the building or the chemical storage accessory buildings would require an administrative permit. As the City continues to evaluate the entitlements, the City is working with the applicant team to submit the necessary materials for the proposed diesel generator for review and comment by the applicable reviewing agencies (e.g. Menlo Park Fire Protection District, the San Mateo County Environmental Health Division, West Bay Sanitary District, and the City of Menlo Park Building Division) prior to Planning Commission action on the proposed project.

Any future use of hazardous materials or chemicals related to laboratory R&D use would be reviewed by Planning Division staff through an administrative permit, as enumerated in the Zoning Ordinance. That administrative permit process includes review and approval by the Menlo Park Fire Protection District, San Mateo County Environmental Health Division, West Bay Sanitary District, and Menlo Park Building Division of the tenant specific chemical inventory, operations, and safeguards to confirm that any future proposed use of hazardous materials would comply with all safeguards and code requirements applicable to the use and storage of hazardous materials for R&D purposes.

Green and sustainable building regulations

The proposed project would, at a minimum, comply with the green and sustainable building requirements of the City's Zoning Ordinance, reach code, and EV charger ordinance. The summary below describes the City's requirements for the proposed project:

- Meet 100 percent of its energy demand through any combination of on-site energy generation, purchase of 100 percent renewable electricity, and/or purchase of certified renewable energy credits;
- Be designed to meet LEED (Leadership in Energy and Environmental Design) Gold BD+C (Building Design + Construction);
- Comply with the electric vehicle (EV) charger requirements adopted by the City Council;
- Meet water use efficiency requirements including the use of recycled water for all City-approved non-potable applications;
- Locate the proposed buildings 24 inches above the Federal Emergency Management Agency (FEMA) base flood elevation (BFE) to account for sea level rise;
- Plan for waste management during the demolition, construction, and occupancy phases of the project (including the preparation of the required documentation of zero waste plans);
- Incorporate bird friendly design in the placement of the building and use bird friendly exterior glazing and lighting controls; and
- Requirement for all electric construction for new buildings.

The project proposes to use natural gas for space heating, which conflicts with BAAQMD's impact thresholds adopted in 2022 prohibiting natural gas. The City's Reach Code contains provisions to request a waiver from this requirement. The Applicant has submitted a justification report that has been peer reviewed by one of the City's third-party reviewers. The Building Official has reviewed the justification report and the third-party review and has tentatively accepted the conclusions. Prior to the issuance of a building permit, the Building Official will review these documents again and determine whether or not the exemption is justified.

Transportation demand management (TDM)

Section 16.44.090 of the Municipal Code requires all new developments in the LS zoning district to reduce their trip generation by 20 percent. As implemented by the City, this TDM ordinance is applied to daily trips, AM peak hour trips, and PM peak hour trips. The list of recommended measures and the associated trip credits are maintained by City/County Association of Governments (C/CAG) as part of the San Mateo County Congestion Management Plan (CMP). The Applicant has submitted a TDM plan (Attachment L) that proposes to implement the following measures to reduce Project-generated vehicle trips and encourage travel by other modes:

- Bicycle storage,
- Showers/changing rooms,
- Subsidized transit tickets (GoPass for Caltrain),
- Commute assistance center/computer kiosk connected to internet,

- Bike-share program,
- Enterprise car-share program,
- Shuttle stop, and
- Electric-vehicle (EV) charging stations.

The preliminary TDM Plan for the project is projected to exceed the trip reductions required to comply with the Zoning Ordinance and reduce Vehicle Miles Traveled (VMT).

Level of service or roadway congestion analysis (Non-CEQA Transportation Analysis)

Level of Service (LOS) is no longer a CEQA threshold of significance; however, the City's TIA Guidelines require that the TIA also analyze LOS for planning purposes. The LOS analysis determines whether the project traffic would cause an intersection LOS to be potentially noncompliant with local policy if it degrades the LOS operational level or increases delay under near term and cumulative conditions. The LOS and delay thresholds vary depending on the street classifications as well as whether the intersection is on a state route. Attachment M includes an excerpt from the Transportation chapter of the Draft EIR that further explains the LOS thresholds and the identified deficiencies and recommended improvement measures to comply with the TIA Guidelines. Where deficiencies are identified, the City's TIA Guidelines require consideration of improvement measures. The City's Transportation Division reviewed the recommended improvement measures and determined that payment of the City's transportation impact fee (TIF) instead of constructing the recommended improvement measures is preferred. The conclusions of the LOS analysis are provided below.

Near-term (2025) plus project conditions

Potentially feasible improvement measures (e.g. adaptive traffic signal coordination) were identified at the following intersections (including intersections in East Palo Alto). Some of these improvements were also identified as part of the 1350 Adams Court project and are close to completion. Therefore, staff recommends payment of the TIF instead of constructing these improvements.

- Willow Road and O'Brien Drive (payment of TIF toward other improvements)
- Willow Road and US 101 northbound ramps (payment of TIF toward other improvements)
- Willow Road and US 101 southbound ramps (payment of TIF toward other improvements)
- O'Brien Drive and Kavanaugh Drive (payment of TIF toward improvements)

Cumulative (2040) plus project conditions

Potentially feasible improvement measures were identified at the following intersections (including intersections in East Palo Alto.

- Willow Road and Newbridge Street (payment of TIF toward improvements)
- O'Brien Drive and Kavanaugh Drive (payment of TIF toward improvements)

Below market rate (BMR) housing in lieu fee

The City's BMR Housing Program requires commercial development projects to provide BMR housing on site (if allowed by the zoning district) or off site. If it is not feasible to provide BMR units, the developer must pay an in-lieu fee prior to issuance of a building permit for the proposed project. Because the LS-B zoning district does not allow residential uses and the applicant does not own property zoned for residential land uses elsewhere in the city, the applicant has requested to pay the applicable in-lieu fee for the proposed project. The current rate for office and R&D uses is $21.12 per square foot of gross floor area; in-lieu fee

rates are adjusted annually on July 1. At present, the project would be responsible to contribute approximately $2,505,018 (equivalent to 5.76 units) to the City's BMR housing fund, the final amount will increase if the fee is paid after July 1, 2023 when new rates would become effective.

The Housing Commission will review the applicant's request to pay the in lieu fee, instead of providing 5.76 (rounded up to 6) BMR units off-site, at an upcoming meeting and provide a recommendation to the Planning Commission prior to certification of the Final EIR and review of the project entitlements.

Community amenities

Bonus level development is allowed in exchange for the provision of community amenities. Community amenities are intended to address identified community needs that result from the effect of the increased development intensity on the surrounding community. As part of the ConnectMenlo process, a list of community amenities was generated based on robust public input and adopted by resolution of the City Council. The Municipal Code identifies several mechanisms for providing amenities, including selecting an amenity from the Council-approved list as part of the proposed project, providing an amenity not on the approved list through a development agreement, or through the payment of an in-lieu fee. The value of the amenity to be provided must equal a minimum of 50 percent of the fair market value of the additional GFA allowed for the project by using bonus level development.

The method for determining the required value of the community amenities begins with an appraisal. The Applicant has provided, at their expense, an appraisal performed by a licensed appraisal firm consistent with the City's appraisal instructions. The Municipal Code requires the form and content of the appraisal to be approved by the Community Development Director. To provide the Community Development Director with sufficient information to determine if the form and content is adequate, a peer review or peer appraisal at the applicant's cost is required. Once the Community Development Director approves the appraisal based on the peer review or peer appraisal identifying the required community amenity value, the applicant then provides the City with a proposal identifying the proposed community amenity and providing an explanation of the amenity value. Community amenities, other than payment of the in-lieu fee, require additional review by City staff and potentially a consultant to confirm the value of the proposed amenity.

The applicant submitted an updated bonus level development appraisal, dated March 13, 2023 (Attachment N) identifying the required community amenity value for the project at $3,150,000. The Community Development Director, in consultation with the City's consulting appraiser, has accepted this community amenity value for the proposed project. The applicant is proposing to pay the community amenity in lieu fee, which is calculated as 110 percent of the required community amenity value, or approximately $3,465,000.

Planning Commission considerations

The following key topics are provided by staff for the Planning Commission's consideration. The Commission should use the study session as an opportunity to review the project, receive public comment and ask clarifying questions. Some of the possible topics for the Commission to discuss include the following.

- Site layout,
- Architectural design and detailing of the building,
- Building (average) height calculation utilizing the potential development height of the building at 1140 O'Brien Drive,
- Publicly accessible open space design and layout,
- Onsite surface parking layout, and
- Community amenity in-lieu fee payment.

Correspondence

One public comment has been received as pf publication of the staff report and is included in Attachment O. The commenter discussed land use changes and public improvements in the area.

All substantive comments received on the Draft EIR during the public review and comment period will be included and addressed as part of the Response to Comments and Final EIR.

Impact on City Resources

The applicant is required to pay Planning, Building and Public Works permit fees, based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the proposed project. The applicant is also required to fully cover the cost of work by consultants performing environmental review and additional analyses to evaluate potential impacts of the project.

Environmental Review

A Draft Focused EIR has been prepared for the proposed project. Following the close of the comment period, staff and its consultant will compile the response to comments document, and will consider and respond to substantive comments received on the Draft EIR. Repeat comments may be addressed in Master Responses, and portions of the EIR may be revised in ~~strikethrough~~ (for deleted text) and underline (for new text) format. Once the responses and revisions are complete, the Final EIR will be released, consisting of the Response to Comments document plus the Draft EIR. The Final EIR will be considered for certification in compliance with CEQA by the Planning Commission prior to the final project actions.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Public notification also consisted of publishing a notice in the local newspaper and notification by mail of owners and occupants within a ¼-mile radius of the subject property.

Attachments

A. Location map
B. Project lot configuration
C. Hyperlink: Project plans - https://menlopark.gov/files/sharedassets/public/community-development/documents/projects/under-review/1105-1165-obrien-drive/1125-obrien-drive-february-2023-project-plans.pdf
D. Project open space diagram from project plans
E. Hyperlink: Draft EIR - https://menlopark.gov/files/sharedassets/public/community-development/documents/projects/under-review/1105-1165-obrien-drive/1125-obrien-drive-draft-environmental-impact-report-deir.pdf
F. Hyperlink: Draft EIR appendices - https://menlopark.gov/files/sharedassets/public/community-development/documents/projects/under-review/1105-1165-obrien-drive/1125-obrien-drive-draft-environmental-impact-report-deir-appendices.pdf
G. Hyperlink: Notice of Preparation - https://menlopark.gov/files/sharedassets/public/community-development/documents/nop-1125-obrien-drive-signed_1.pdf
H. Hyperlink: Initial Study https://menlopark.gov/files/sharedassets/public/community-development/documents/1125-obrien_finalis_1.pdf

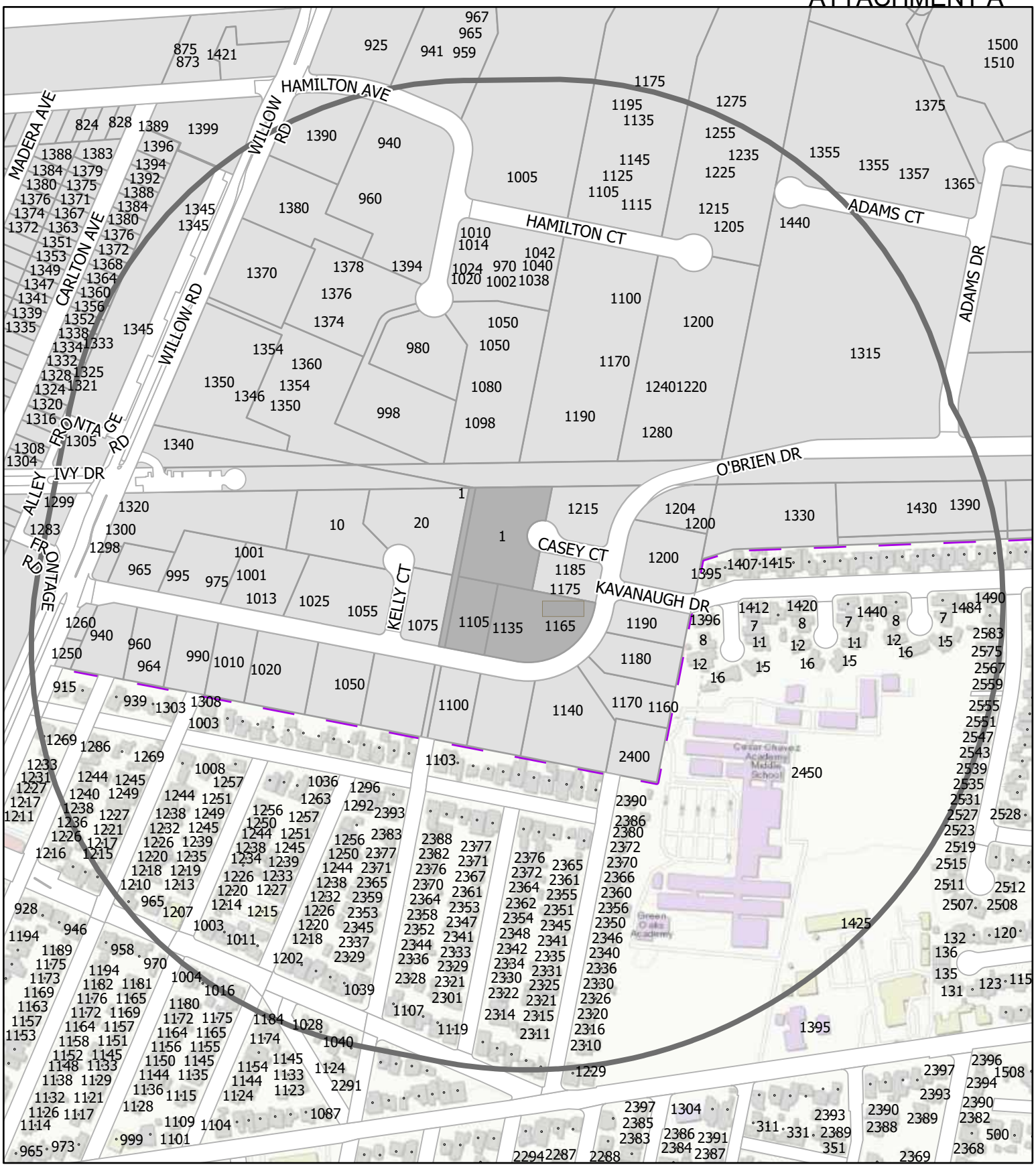
I. Hyperlink: Comments on the Notice of Preparation - https://menlopark.gov/files/sharedassets/public/community-development/documents/projects/under-review/1105-1165-obrien-drive/1125-obrien-drive-environmental-impact-report-scoping-comments.pdf
J. Hyperlink: Planning Commission EIR scoping session transcript - https://menlopark.gov/files/sharedassets/public/community-development/documents/projects/under-review/1105-1165-obrien-drive/20210823-planning-commission-environmental-impact-report-scoping-transcript.pdf
K. Summary of Draft EIR impacts – Table ES-2 from Draft EIR
L. Draft transportation demand management memorandum
M. Non-CEQA LOS section from Draft EIR
N. Hyperlink: Bonus Level Development Appraisal - https://menlopark.gov/files/sharedassets/public/community-development/documents/projects/under-review/1105-1165-obrien-drive/20230313-1125-obrien-drive-community-amenities-appraisal.pdf
O. Correspondence

Disclaimer
Attached are reduced versions of maps and diagrams submitted by the applicants. The accuracy of the information in these drawings is the responsibility of the applicants, and verification of the accuracy by City Staff is not always possible. The original full-scale maps, drawings and exhibits are available for public viewing at Community Development.

Report prepared by:
David Hogan, Contract Planner

Report reviewed by:
Corinna Sandmeier, Principal Planner
Ed Shaffer, Assistant City Attorney

ATTACHMENT A



CITY OF MENLO PARK

LOCATION MAP

1105-1125 O'BRIEN DRIVE

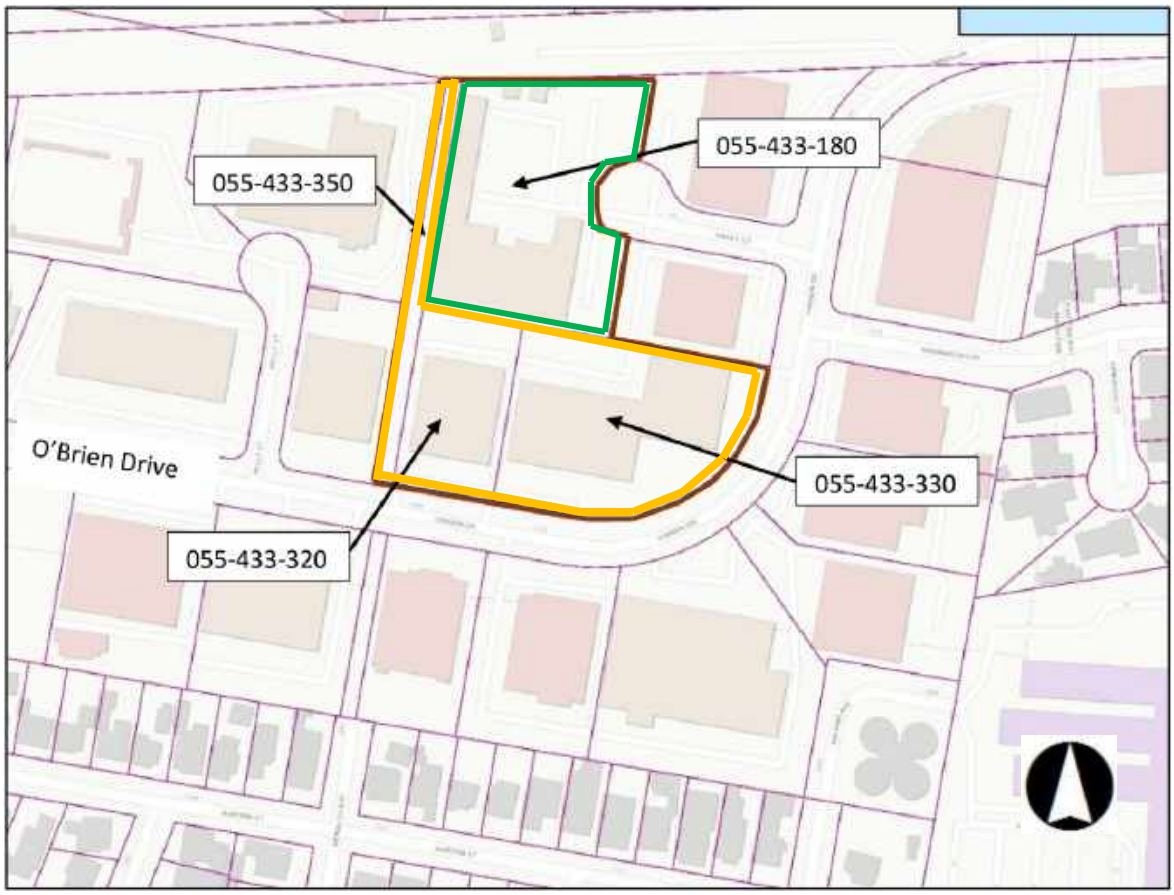
CITY OF MENLO PARK

Scale: 1:5,000 Drawn By: DWH Checked By: CDS Date: 4/10/2023

N

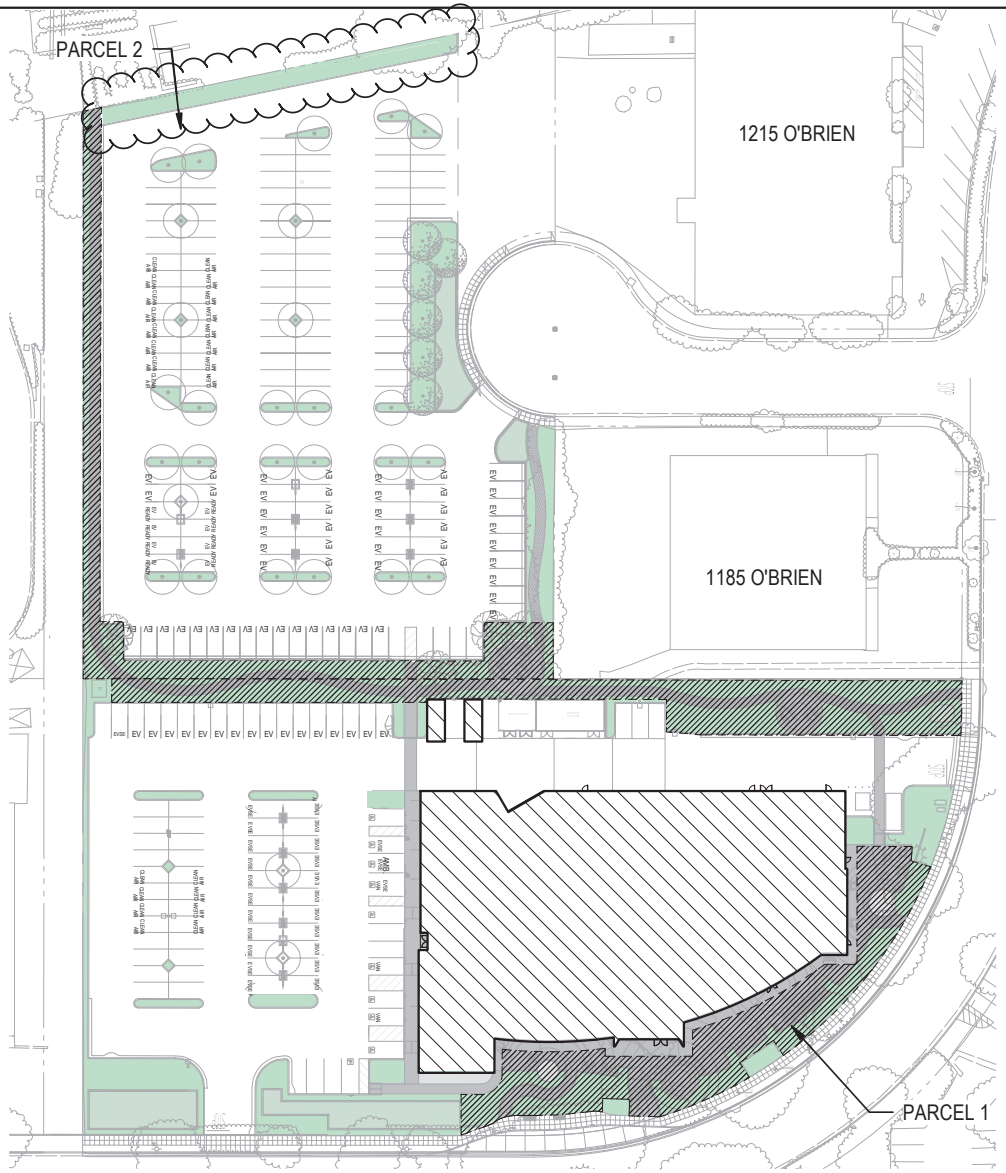
Attachment B - Project Lot Configuration

ATTACHMENT B – PROJECT LOT CONFIGURATION



Development Parcel 1 consists of parcels 055-433-320, 055-433-330, and 055-433-035

Development Parcel 2 consists of parcel 055-433-180



LEGEND

SITE AREA: 179,538 SF
(PARCEL 1 + PARCEL 2)

SITE COVERAGE

OPEN SPACE:
REQUIRED = 35,908 SF (20% OF SITE)
PROVIDED = 39,666 SF (22% OF SITE)

PUBLIC OPEN SPACE:
REQUIRED = 17,954 SF (50% OF REQ'D OPEN SPACE)
PROVIDED = 20,873 SF (58% OF REQ'D OPEN SPACE)

AREA TABULATIONS

PARCEL	SITE AREA (S.F.)	SITE COVERAGE (S.F.)
1	106,358	26,760
2	73,180	0
TOTALS	179,538	26,760

PARCEL	OPEN SPACE (S.F.)	PUBLIC OPEN SPACE (S.F.)
1	26,476	14,957
2	13,190	5,916
TOTALS	39,666	20,873

TARLTON

1105-1165 O'BRIEN DRIVE
MENLO PARK, CA 94025

PROJECT OPEN SPACE DIAGRAM

02/01/23	C.U.P. - PARKING COUNT UPDATE
01/18/23	HERITAGE TREE UPDATES
10/19/22	C.U.P RESPONSE 4
08/05/22	C.U.P. RESPONSE 3
06/29/22	C.U.P. SI
04/30/21	C.U.P. RESUBMITTAL
04/02/21	C.U.P. RESUBMITTAL
01/27/21	C.U.P. RESUBMITTAL
11/16/20	C.U.P. REVISIONS

A8.1

DES ARCHITECTS + ENGINEERS

BIM 360://Tarlton - 1125 OBD/9718011_A_1125OBrien_2020 _Central.rvt

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
3.1 Transportation			
Impact TRA-1. The Proposed Project would not conflict with an applicable plan, ordinance, or policy for the circulation system, including transit, roadway, and bicycle and pedestrian facilities	LTS	N/A	N/A
Impact TRA-2. The Proposed Project would not exceed an applicable VMT threshold of significance	PS	**Mitigation Measure TRA-2.1.** Prior to issuance of a certificate of occupancy, the Project Sponsor shall obtain City approval for a final TDM plan. The Proposed Project will be required to implement the TDM plan included in Appendix 3.1 of this EIR. Annual monitoring and reporting, as required pursuant to Menlo Park Municipal Code Section 16.44.090(2)(B), will be required to ensure that a 27.4 percent (minimum) reduction in VMT is achieved annually for the life of the Proposed Project.	LTS/M
Impact TRA-3. The Proposed Project would not substantially increase hazards due to a design feature or incompatible uses	LTS	N/A	N/A
Impact TRA-4. The Proposed Project would not result in inadequate emergency access	LTS	N/A	N/A
Impact C-TRA-1: The Proposed Project in combination with other foreseeable projects would not conflict with an applicable plan, ordinance, or policy, including the CMP, concerning all components of the circulation system	LTS	N/A	N/A
Impact C-TRA-2: The Proposed Project in combination with other foreseeable projects would not exceed an applicable VMT threshold of significance	LTS	N/A	N/A

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
Impact C-TRA-3: The Proposed Project in combination with other foreseeable projects would not substantially increase hazards due to a design feature or incompatible uses	LTS	N/A	N/A
Impact C-TRA-4: The Proposed Project in combination with other foreseeable projects would not result in inadequate emergency access	LTS	N/A	N/A
3.2 Air Quality			
Impact AQ-1: Cumulatively Considerable Net Increase in Criteria Pollutants. The Proposed Project would not result in a cumulative net increase in any criteria pollutant for which the Project region is classified as a nonattainment area under an applicable federal or state ambient air quality standard	PS	**ConnectMenlo Mitigation Measure AQ-2b1.** As part of the City's development approval process, the City shall require applicants for future development projects to comply with current BAAQMD basic control measures for reducing construction emissions of PM_{10} (Table 8-2, Basic Construction Mitigation Measures Recommended for All Proposed Projects, of BAAQMD's CEQA Air Quality Guidelines).	LTS/M
Impact AQ-2: Expose Sensitive Receptors to Substantial Pollutant Concentrations. The Proposed Project could expose sensitive receptors to substantial pollutant concentrations	PS	**Mitigation Measure AQ-2.1.** Use Clean Diesel-powered Equipment during Construction to Control Construction-related Emissions. The Project Sponsor shall ensure that all off-road diesel-powered equipment greater than 200 horsepower used during construction is equipped with EPA-approved Tier 4 Final engines to reduce DPM emissions. Before the start of construction, the Project Sponsor shall submit evidence of the use of EPA-approved Tier 4 Final engines, or cleaner, to the City for review and approval. The evidence shall provide a reasonable level of detail regarding how the Tier 4 Final engine requirement will be met. Once construction has begun, the Project Sponsor shall submit a report to the City prior to the beginning of each construction phase (e.g. demolition, grading, foundation, etc.) that demonstrates continued compliance with the Tier 4 Final engine requirement.	LTS/M

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
Impact C-AQ-1: The Proposed Project would not result in a cumulatively considerable net increase in any criteria pollutants	PS	ConnectMenlo Mitigation Measure AQ-2b1. See Impact AQ-1.	LTS/M
Impact C-AQ-2: The Proposed Project would not make a cumulatively considerable contribution to an impact related to toxic air contaminant emissions	PS	ConnectMenlo Mitigation Measure AQ-2b1. See Impact AQ-1. Mitigation Measure AQ-2.1. See Impact AQ-2.	LTS/M
3.3 Greenhouse Gas Emissions			
Impact GHG-1: Generation of GHG Emissions during Construction. Construction of the Proposed Project would generate GHG emissions but would not have a significant impact on the environment	PS	**Mitigation Measure GHG-1.1. Implement BAAQMD-recommended Construction Best Management Practices.** The Project Sponsor shall require its contractors, as a condition of Project approval by the City, to implement measures to minimize the level of GHG emissions associated with Project construction. These shall include, but shall not be limited to, the measures listed below, which are recommended in Appendix B of the 2017 Scoping Plan. • Instead of using fossil fuel–powered generators for temporary jobsite power or grid-sourced electricity from PG&E or Peninsula Clean Energy, solar power shall be used to power tools (e.g., drills, saws, nail guns, welders) as well as any temporary offices used by construction contractors. This measure shall be required during all construction phases, except site grubbing, site grading, and the installation of electric, water, and wastewater infrastructure. This measure shall be implemented during building demolition, the framing and erection of new buildings, all interior work, and the application of architectural coatings. Electrical outlets shall be designed according to PG&E's Greenbook standards and placed in accessible locations throughout the construction site. The Project Sponsor, or its primary construction contractor, shall coordinate with a utility to activate a temporary service account prior to proceeding with construction, rely on the property's existing power, or show proof that only solar-powered generators will be used. Implementation of this measure shall be required in the contract the Project Sponsor establishes with its construction contractors.	LTS/M

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		• Use local building materials for at least 10 percent of all building materials used[2] (i.e., sourced from within 100 miles of the planning area) if feasible and possible; and • Recycle at least 50 percent of construction waste and demolition material.	
Impact GHG-2: Generation of GHG Emissions during Operation and Conflicts with Applicable Plans and Policies. The level of GHG emissions associated with operation of the Proposed Project would have a significant impact on the environment and would conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of GHGs	PS	Mitigation Measure TRA-2.1. See Impact TRA-2.	SU
Impact C-GHG-1: Cumulative GHG Impacts. The Proposed Project would generate GHG emissions that would have a significant cumulative impact on the environment	PS	N/A	SU
3.4 Noise			
Impact NOI-1a: Construction Noise. Construction of the Proposed Project would expose persons to and/or generate noise levels in excess of standards established in a local general plan or noise ordinance or applicable standards of other agencies	PS	**Modified ConnectMenlo Mitigation Measures NOISE-1c. Construction Noise Reduction**. Project Sponsor, or designated representative, shall minimize the exposure of nearby properties to excessive noise levels from construction-related activity. Prior to issuance of demolition, grading, and/or building permit, a note shall be provided on Project plans to indicate that, during ongoing grading, demolition, and construction, the Project Sponsor, or a designated representative, shall be responsible for requiring contractors to implement the following measures to limit construction-related noise:	SU

[2] The 10 percent threshold is based on the total weight of the building material.

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		• All internal-combustion engines on construction equipment and trucks shall be fitted with properly maintained mufflers, air intake silencers, and/or engine shrouds that are no less effective than those originally equipped by the manufacturer. • Stationary equipment such as generators and air compressors shall be located as far as feasible from nearby noise-sensitive uses. • Stockpiling shall be located as far as feasible from nearby noise-sensitive receptors. • Unnecessary engine idling shall be limited to the extent feasible. • The use of public address systems shall be limited. • Construction traffic shall be limited to the haul routes established by the City. **Mitigation Measure NOI-1.1. Implement Noise Reduction Plan to Reduce Construction Noise.** The Project Sponsor shall develop a noise reduction plan for construction at the Project site. The plan shall specify the noise-reducing construction practices that will be implemented to reduce noise from construction activities and demonstrate that compliance with the standards will be achievable, to the maximum extent feasible as determined by the Director of Community Development. If the noise reduction plan cannot demonstrate compliance with the standards outside the daytime hours of 8:00 a.m. to 6:00 p.m., construction activities will be required to occur only during daytime hours. The measures specified by the Project Sponsor shall be reviewed and approved by the City prior to issuance of building permits. The noise reduction plan shall: • Demonstrate that construction activities shall comply with the applicable noise limit for the time of day, as follows: o Between 7:00 am and 8:00 a.m. Monday through Friday (i.e. outside the daytime construction hours of 8:00 a.m. to 6:00 p.m. Monday through Friday), construction noise shall comply with the 60 dBA Leq limit.	

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		○ Between 8:00 a.m. to 6:00 p.m. Monday through Friday, construction noise shall not result in a 10 dB increase in noise over the ambient level at nearby sensitive receptors. Activities that would produce noise above the applicable early-morning noise limit shall be scheduled only during normal construction hours. • Verify that no construction activities shall take place prior to 7:00 a.m. • Verify that construction activities will be conducted at adequate distances or otherwise shielded with sound barriers, as determined through a detailed noise analysis, from noise-sensitive receptors to comply with the aforementioned thresholds. Measures used to control construction noise may include, but are not limited to: • Plan for the noisiest construction activities to occur during the daytime hours of 8:00 a.m. to 6:00 p.m. • Require all construction equipment to be equipped with mufflers and sound control devices (e.g., intake silencers and noise shrouds) that are in good condition (at least as effective as those originally provided by the manufacturer) and appropriate for the equipment. • Maintain all construction equipment to minimize noise emissions. • Locate construction equipment as far as feasible from adjacent or nearby noise-sensitive receptors. • Require all stationary equipment be located so as to maintain the greatest possible distance to the nearby existing buildings, where feasible and practical. • Require stationary noise sources associated with construction (e.g., generators and compressors) in proximity to noise-sensitive land uses to be muffled and/or enclosed within temporary enclosures and shielded by barriers to the extent feasible and practical, which can reduce construction noise by as much as 5 dB.	

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		• Install noise-reducing sound walls or fencing (e.g., temporary fencing with sound blankets) around noise-generating equipment, to the extent feasible and practical. • Prohibit the idling of inactive construction equipment for prolonged periods (i.e., more than 2 minutes) during nighttime/non-standard hours. • Use electric motors rather than gasoline- or diesel-powered engines to avoid noise associated with compressed air exhaust from pneumatically powered tools during nighttime hours to the extent feasible and practical (as determined by the City). Where the use of pneumatic tools is unavoidable, an exhaust muffler on the compressed air exhaust could be used; a muffler can lower noise levels from exhaust by about 10 dB. External jackets on the tools themselves could be used, which could achieve a reduction of 5 dB. The noise control plan shall also include provisions for the following: • Provide advance notification in the form of mailings/notices to surrounding land uses regarding the construction schedule, including information regarding the various types of activities that would be occurring throughout the duration of the construction period. • Post the name and telephone number of an onsite construction liaison through onsite signage and the notices mailed/delivered to surrounding land uses. If construction noise is found to be intrusive to the community (i.e., if complaints are received), the construction liaison shall take reasonable efforts to investigate the source of the noise and require that reasonable measures be implemented to correct the problem. **Mitigation Measure NOI-1.2. Sound Barrier.** Prior to issuance of the first construction permit on Parcel 2, a noise barrier shall be erected along the eastern property line for Parcel 2 facing the property addressed as 1215 O'Brien Drive and along the frontage of Parcel 2. The gate providing vehicle access from Casey Court to Parcel 2 shall be	

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		constructed of similar materials and shall be kept closed when not in use. Alternatively, the applicant may elect to construct the noise barrier along the Wund3rSCHOOL/Open Mind School's frontage on Casey Court to the building housing the school instead of along the Parcel 2 street frontage. This temporary noise barriers should be at least 12 feet high and constructed of material with a minimum weight of 2 pounds per square foot, with no gaps or perforations. All noise control barrier walls shall be designed to preclude structural failure due to such factors as winds, shear, shallow soil failure, earthquakes, and erosion. The design and location of the sound barrier shall be supported by a technical analysis of the proposed design and installed prior to demolition/construction. The design of the sound barrier may be incorporated into the noise control plan in Mitigation Measure NOI-1.1.	
Impact NOI-1b: Operational Noise. Operation of the Proposed Project would not generate a substantial temporary or permanent increase in ambient noise levels in the vicinity of the Project site in excess of standards established in a local general plan or noise ordinance or applicable standards of other agencies	PS	**ConnectMenlo Mitigation Measure NOISE-1b. Stationary Noise Sources.** Stationary noise sources and landscaping and maintenance activities shall comply with Chapter 8.06, Noise, of the Menlo Park Municipal Code. **Mitigation Measure NOI-1.3. Mechanical Equipment Noise Reduction Plan.** To reduce potential noise impacts resulting from Project mechanical equipment, including heating, cooling, and ventilation equipment, the Project Sponsor shall conduct a noise analysis to estimate the noise levels from Project-specific mechanical equipment, based on the selected equipment models and design features. If the noise analysis indicates that the proposed rooftop equipment will exceed the appropriate standard, a mechanical equipment noise reduction plan shall be prepared to ensure that the noise levels of equipment, once installed, are below the applicable criteria. The noise reduction plan shall include any necessary noise reduction measures required to reduce Project-specific mechanical equipment noise to a less-than-significant level. The plan shall also demonstrate that, with the inclusion of selected measures, noise from equipment would be below the significance thresholds. Feasible noise reduction	LTS/M

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		measures to reduce noise below the significance thresholds include, but are not limited to, selecting quieter equipment, utilizing silencers and acoustical equipment at vent openings, siting equipment farther from the roofline, and/or enclosing all equipment in a mechanical equipment room designed to reduce noise. The noise analysis and noise reduction plan shall be prepared by persons qualified in acoustical analysis and/or engineering. This analysis shall be conducted and the results and final noise reduction plan shall be provided to the City prior to the issuance of building permits for each building. The Project Sponsor shall incorporate all feasible methods to reduce the noise identified above, as well as other feasible recommendations from the acoustical analysis and noise reduction plan, into building designs and operations as necessary to ensure that noise sources meet applicable requirements of the respective noise ordinances at receiving properties. **Mitigation Measure NOI-1.4. Emergency Generator Noise Reduction Plan.** Prior to approval of a building permit, the Project Sponsor shall conduct a noise analysis to estimate noise levels from testing the Project-specific emergency generator, based on the actual generator make and model proposed and the actual selected attenuation features. Based on the results of the analysis, if generator noise is expected to exceed allowable noise limits, a noise reduction plan shall be created to ensure that noise from generator testing will be below the applicable code requirements. The results, methods, and final noise reduction plan shall be provided to the City prior to the issuance of building permits. The analysis shall account for proposed noise attenuation features, such as acoustical enclosures and mufflers or silences, and the final noise reduction plan shall demonstrate with reasonable certainty that noise from the proposed generator will not exceed the City noise thresholds of 60 dBA at the nearest noise-sensitive use during daytime hours and/or 85 dBA at 50 feet for powered equipment, whichever is lower. Acoustical treatments may include, but are not limited to:	

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		• Enclosing the generator, • Installing a relatively quiet model of generator, • Orienting or shielding the generator to protect noise-sensitive receptors to the greatest extent feasible, • Installing exhaust mufflers or silencers, • Increasing the distance between generator and noise-sensitive receptors, and/or • Placing barriers around generator to facilitate the attenuation of noise. The Project generator shall be tested only between the hours of 8:00 a.m. and 5:00 p.m. Because no nighttime testing of generators will be allowed, compliance with the 50 dBA nighttime noise threshold of the City need not be demonstrated. The Project Sponsor shall incorporate adequate recommendations from the acoustical analysis into building designs and operations to ensure that noise sources meet applicable requirements of the noise ordinance.	
Impact NOI-2: Vibration Effects during Construction. The Proposed Project would expose persons to or generate excessive ground-borne vibration or ground-borne noise levels	PS	**Modified ConnectMenlo Mitigation Measure NOISE-2a. Construction Vibration Reduction.** To prevent architectural damage citywide as a result of construction-generated vibration: • Prior to the issuance of a building permit for any development project requiring pile driving or blasting, the Project Sponsor, or designated representative, shall prepare a noise and vibration analysis to assess and mitigate potential noise and vibration impacts related to these activities. The maximum levels shall not exceed 0.2 in/sec, which is the level that can cause architectural damage for typical residential construction. If maximum levels would exceed the thresholds, alternative methods, such static rollers, non-explosive blasting, and pile drilling, as opposed to pile driving, shall be used to the extent feasible and practical, subject to review and determination by the Community Development Department.	SU

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		To prevent vibration-induced annoyance as a result of construction-generated vibration: • Individual projects that involve vibration-intensive construction activities, such as blasting or the use of pile drivers, jack hammers, or vibratory rollers, within 200 feet of sensitive receptors shall be evaluated for potential vibration impacts. A vibration study shall be conducted for individual projects where vibration-intensive impacts may occur. The study shall be prepared by an acoustical or vibration engineer holding a degree in engineering, physics or an allied discipline who is able to demonstrate a minimum of 2 years of experience in preparing technical assessments regarding acoustics and/or ground-borne vibration. The study is subject to review and approval from the Community Development Department. Vibration impacts on nearby receptors shall not exceed the vibration annoyance levels (in inches per second), as follows: • Workshop = 0.126 • Office = 0.063 • Residence, daytime (7:00 a.m.–10:00 p.m.) = 0.032 • Residence, nighttime (10:00 p.m. to 7:00 a.m.) = 0.016 If construction-related vibration is determined to be perceptible at vibration-sensitive locations, additional requirements, such as less vibration-intensive equipment or construction techniques, shall be implemented during construction (e.g., non-explosive blasting; pile drilling, as opposed to pile driving; preclusion for vibratory roller use; use of small or medium-sized bulldozers) to the extent feasible and practical. Vibration reduction measures shall be incorporated into the site development plan as a component of the Proposed Project and applicable building plans, subject to the review and approval from the Community Development Department. Regarding the building located at 1185 O'Brien Drive. If it is occupied by a non-applicant tenant during construction activities, heavy equipment greater than or equal to 80,000 pounds (e.g., large dozers,	

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		graders, tractors, loaders, etc.) shall not be used within 30 feet of the building at 1185 O'Brien. Instead, smaller, rubber-tired equipment weighing less than 80,000 pounds (e.g., bulldozers and similar sized) shall be used within this area during Project construction to reduce vibration effects.	
Impact C-NOI-1a: Cumulative Construction Noise. Construction of the Proposed Project would result in a cumulatively considerable contribution to a cumulative construction noise impact	PS	Mitigation Measure NOI-1.1. See Impact NOI-1a. Mitigation Measure NOI-1.2. See Impact NOI-1a.	LTS/M
Impact C-NOI-1b: Cumulative Operational Noise. Operation of the Proposed Project would result in a cumulatively considerable contribution to a cumulative construction noise impact before mitigation	PS	ConnectMenlo Mitigation Measure NOISE-1b. See Impact NOI-1b. Project Mitigation Measure NOI-1.2. See Impact NOI-1a.	LTS/M
Impact C-NOI-2: Cumulative Vibration Effects. The Proposed Project in combination with other foreseeable projects would not expose persons to or generate excessive ground-borne vibration or ground-borne noise levels	LTS	N/A	N/A
3.5 Population and Housing			
Impact POP-1: Indirect Population Growth. The Proposed Project would not induce substantial population growth indirectly through job growth, nor would projected growth result in adverse direct impacts on the physical environment	LTS	N/A	LTS
Impact C-POP-1: Cumulative Indirect Population Growth. Proposed development in the city would contribute to population growth but would not exceed growth projections	LTS	N/A	LTS

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
3.6 Cultural and Tribal Cultural Resources			
Impact CR-1: Archaeological Resources. The Proposed Project would not cause a substantial adverse change in the significance of an archaeological resource pursuant to Section 15064.5	PS	**Mitigation Measure CR-1.1. Worker Environmental Training.** Because of the potential for the discovery of unknown buried cultural, tribal cultural, archeological, and paleontological resources, prior to commencement of the first phase, the general contractor and those engaged in ground-disturbing activities shall be given environmental training regarding cultural and paleontological resource protection, resource identification and protection, and the laws and penalties governing such protection. Specifications for archeological and tribal cultural resources sensitivity training for construction workers and superintendents that meet the following standards: • Occurs prior to the start of any ground-disturbing activity or site work on the Project Site or for off-site improvements. • Training shall be required for all construction personnel participating in ground-disturbing construction to alert them to the archaeological and tribal cultural sensitivity of the area and provide protocols to follow in the event of a discovery of archaeological materials or tribal cultural resources. Training shall be provided en masse to such personnel at the start of construction of the Project, and training shall be repeated when new personnel participating in ground-disturbing site work start work. • Includes, for job site posting, a document ("ALERT SHEET") that summarizes the potential finds that could be exposed, the protocols to be followed, and the points of contact to alert in the event of a discovery that is presented as part of the training. • Requires the contractor to ensure that all workers requiring training are in attendance. • Requires training for all contractors and sub- contractors that is documented for each permit and/or phase of a permit that requires ground-disturbing activities onsite.	LTS/M

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		This training may be administered by the Project archaeologist and/or paleontologist as stand-alone training or included as part of the overall environmental awareness training required as a result of the Proposed Project. The training shall include, at minimum, the following: • The types of cultural resources that are likely to be encountered, • The procedures to be taken in the event of an inadvertent cultural resource discovery, • The penalties for disturbing or destroying cultural resources, • The types of fossils that could occur at the Project site, • The types of lithologies in which the fossils could be preserved, • The procedures that should be taken in the event of a fossil discovery, and • The penalties for disturbing cultural, tribal cultural, archeologic, and paleontological resources. **Mitigation Measure CR-1.2. Perform Construction Monitoring, Evaluate Uncovered Archaeological Features, and Mitigate Potential Disturbance for Identified Significant Resources at the Project Site.** Prior to demolition, excavation, grading, or other construction-related activities on the Project site, the Project Sponsor shall hire a qualified professional archaeologist (i.e., one who meets the Secretary of the Interior's professional qualifications for archaeology or one under the supervision of such a professional) to monitor, to the extent determined necessary by the archaeologist, Project-related earth-disturbing activities (e.g., grading, excavation, trenching). In the event that pre- contact or historic-period subsurface archaeological features or deposits, including locally darkened soil (midden), that could conceal cultural deposits, animal bone, obsidian, and/or mortars are discovered during demolition or construction-related earthmoving activities, ConnectMenlo CULT-2a shall be followed. In addition, if the resource is a historic-era archaeological site or historic-era architectural feature and the archaeologist is not a historical archaeologist, the archaeologist shall	

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		notify the City Community Development Department and a historical archaeologist or architectural historian who meets the Secretary of the Interior's professional qualifications for archaeology and/or architectural history and that person shall follow the requirements of ConnectMenlo Mitigation Measure CULT-2a. Impacts on significant resources would be mitigated to a less-than-significant level through preservation in place, capping, data recovery or other methods determined adequate by the City that are consistent with the Secretary of the Interior's standards for archaeological documentation. **ConnectMenlo Mitigation Measure CULT-2a. Stop Work if Archaeological Material or Features Are Encountered during Ground-Disturbing Activities.** If a potentially significant subsurface cultural resource is encountered during ground-disturbing activities on any parcel in the city, all construction activities within a 100-foot radius of the find shall cease until a qualified archaeologist determines whether the resource requires further study. All developers in the study area shall include a standard inadvertent discovery clause in every construction contract to inform contractors of this requirement. Any previously undiscovered resources found during construction activities shall be recorded on appropriate Department of Parks and Recreation (DPR) forms and evaluated for significance in terms of the CEQA criteria by a qualified archaeologist. If the resource is determined significant under CEQA, the qualified archaeologist shall prepare and implement a research design and archaeological data recovery plan to capture those categories of data for which the site is significant. The archaeologist shall also perform appropriate technical analyses; prepare a comprehensive report complete with methods, results, and recommendations; and provide for the permanent curation of the recovered resources. The report shall be submitted to the City of Menlo Park, Northwest Information Center (NWIC), and State Historic Preservation Office (SHPO), if required.	

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
Impact CR-2: Tribal Cultural Resources. The Proposed Project would not cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code Section 21074 as a site, feature, place, or cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe and: a. Listed or eligible for listing in the California Register or a local register of historical resources, as defined in Public Resources Code Section 5020.1(k), or b. A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resources Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe	PS	Mitigation Measure CR-1.1. See Impact CR-1. ConnectMenlo Mitigation Measure CULT-2a. See Impact CR-1. **ConnectMenlo Mitigation Measure CULT-4. Comply with State Regulations Regarding the Discovery of Human Remains at the Project Site**. Procedures regarding conduct following the discovery of human remains citywide have been mandated by Health and Safety Code Section 7050.5, Public Resources Code Section 5097.98, and California Code of Regulations Section 15064.5(e) (CEQA). According to the provisions in CEQA, if human remains are encountered at a site, all work in the immediate vicinity of the discovery shall cease and necessary steps to ensure the integrity of the immediate area shall be taken. Furthermore, the San Mateo County Coroner shall be notified immediately. The coroner shall then determine whether the remains are Native American. If the coroner determines the remains are Native American, the coroner shall notify the NAHC within 24 hours, which, in turn, will notify the person the NAHC identifies as the Most Likely Descendant (MLD) of any human remains. Further actions shall be determined, in part, by the desires of the MLD. The MLD will have 48 hours to make recommendations regarding disposition of the remains following notification from the NAHC of the discovery. If the MLD does not make recommendations within 48 hours, the owner shall, with appropriate dignity, reinter the remains in an area of the property secure from further disturbance. Alternatively, if the owner does not accept the MLD's recommendations, the owner or the descendent may request mediation by the NAHC.	LTS/M

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
Impact C-CR-1: Cumulative Impacts on Archaeological and Tribal Resources and Human Remains. Construction activities on the Project site, along with other past, present and probable future development, would not result in impacts on archaeological and tribal resources and human remains	PS	Mitigation Measures CR-1.1. See Impact CR-1. Mitigation Measure CR-1.2. See Impact CR-1. ConnectMenlo Mitigation Measure CULT-2a. See Impact CR-1. ConnectMenlo Mitigation Measure CULT-4. See Impact CR-2.	LTS/M
3.7 Biological Resources			
Impact BIO-1: Impacts on Special-Status Species. The Proposed Project would not have a substantial adverse effect, either directly or through habitat modifications, on any species that have been identified as a candidate, sensitive, or special-status species in local or regional plans, policies, or regulations	PS	**Mitigation Measure BIO-1.1. Avoid the Bird Nesting Season or Conduct Pre-Construction Nesting Bird Surveys.** Project activities such as vegetation removal, grading, or initial ground disturbance shall be conducted, or at least commenced, outside the nesting season, (September 1 through January 31) to the extent feasible. If Project activities must be conducted during the nesting season (February 1 through August 31), a pre-construction nesting bird survey will be conducted by a qualified biologist no more than 14 days prior to vegetation removal or initial ground disturbance. The survey will include the Project area and the immediately adjacent area (typically 300 feet for raptors and 100 feet for other species) to identify the location and status of any nests that could be affected either directly or indirectly by Project activities. If active nests of native nesting bird species are located where construction activities could adversely affect nesting, a work exclusion zone shall be established by the qualified biologist around each nest. Established exclusion zones will remain in place until all young in the nest have fledged or the nest becomes otherwise inactive (e.g., due to predation). Appropriate exclusion zone sizes will be determined by a qualified biologist and will vary, based on species, nest location, existing visual buffers, noise levels, and other factors. An exclusion zone radius may be as small as 50 feet for common, disturbance-adapted species or as large as 300 feet for kites. Exclusion zone sizes will be reduced by a	LTS/M

Table ES-2. Summary of Impacts and Mitigation Measures from the EIR

Impacts	Impact Significance without Mitigation	Mitigation Measures	Impact Significance with Mitigation
		qualified biologist from established levels if nest monitoring indicates that Project activities will not adversely affect a nest and the reduced exclusion will not adversely affect a nest. After the nesting effort is complete, the tree can be removed. **Mitigation Measure BIO-1.2. Inhibition of Nesting**. If construction activities begin during the nesting season, all potential nesting substrates, (e.g. trees, shrubs, grasses, and other vegetation), that are proposed for removal must be removed outside the nesting season (i.e., outside February 1 through August 31), which would preclude the initiation of nests in trees and other nesting substrates; unoccupied trees and other nesting substrates can be removed anytime following a pre-construction nesting survey.	
Impact BIO-2: Impacts on Wildlife Movement and Native Wildlife Nursery Sites. The removal of buildings, trees, shrubs, or woody vegetation would not affect the nesting habitat of native resident and migratory birds.	PS	Mitigation Measure BIO-1.1. See Impact BIO-1. Mitigation Measure BIO-1.2. See Impact BIO-2.	LTS/M

Kimley»Horn

MEMORANDUM

To: Ron Krietemeyer
Tarlton Properties, Inc.

From: Ben Huie, P.E.

Date: April 2, 2021

Subject: **Transportation Demand Management (TDM) Memorandum for 1125 O'Brien Drive**

Kimley-Horn and Associates, Inc. (KHA) was retained by Tarlton Properties, Inc. to prepare a transportation demand management (TDM) memorandum for the project located at 1125 O'Brien Drive (previously known as 1105 O'Brien Drive) in Menlo Park, CA. The proposed project would replace the three existing research and development (R&D) buildings at 1105, 1135, and 1165 O'Brien Drive (totaling 38,688 square feet) with one R&D building totaling 130,510 square feet. The project is also proposing to replace the existing 20,955 square-foot warehouse at 1 Casey Court with a surface parking lot. Per the zoning ordinance in the City of Menlo Park City Code[1], new construction development projects are required to develop a TDM plan to reduce the number of vehicle trips to at least 20 percent below the standard trip generation rates for the project. In addition, the project would be required to meet the applicable City of Menlo Park vehicle miles traveled (VMT) threshold of 15 percent below the existing Citywide VMT per employee.

PROJECT PEAK HOUR TRIPS

The number of project trips for the project site was estimated using the industry standard Institute of Transportation Engineer's (ITE) *Trip Generation Manual*[2]. This reference estimates project trips based on land use from survey data. Since the proposed project is not a new project, but replacing existing land uses, trip rates were calculated for both the proposed use and the existing uses.

Table 1 summarizes the trip generation for the existing use. Specific details of the trip generation are provided in **Attachment A**.

[1] Zoning Ordinance 16.44.090 Transportation demand management, City of Menlo Park, October 2017.
[2] *Trip Generation Manual, 10th Edition*, Institute of Transportation Engineers, 2017.

Table 1 – Trip Generation Summary – Existing Use

ITE Land Use Code	Existing Use	Vehicle Trips	
		AM Peak	PM Peak
760	38.688 KSF R&D	16	19
150	20.955 KSF Warehouse	28	30
Total		**44**	**49**

The existing land uses result in 44 AM peak hour trips and 49 PM peak hour trips. No adjustments for trip reductions (e.g. pass-by trips or internal capture) were used in this calculation. The existing use trips will be used as a trip credit for determining the overall net change in proposed project trips.

The proposed project is 130.510 KSF of R&D. **Table 2** summarizes the trip generation for the proposed use. Specific details of the trip generation are provided in **Attachment A**.

Table 2 – Trip Generation Summary – Proposed Use

ITE Land Use Code	Proposed Use	Vehicle Trips	
		AM Peak	PM Peak
760	130.510 KSF R&D	55	64

The proposed land uses result in 55 AM peak hour trips and 64 PM peak hour trips. **This TDM program was proposed to reduce the vehicle trips by at least 20 percent** for the proposed project or by 11 AM peak hour trips and by 13 PM peak hour trips.

PROJECT VMT

As of June 16, 2020, the City has adopted new VMT thresholds and methods described in their staff report to City Council on June 23, 2020. The VMT threshold for an office use is 15 percent below the average Citywide VMT. The average Citywide VMT is 14.9 VMT per employee. Therefore, **the VMT threshold would be 12.7 VMT per employee** or 15 percent less than 14.9 VMT per employee. The project's VMT was based on the VMT for office uses in its traffic analysis zone (TAZ) as determined by the City's travel demand model. The project's TAZ indicates the VMT as 16.1 VMT per employee. Therefore, the project would need a 21.1 percent VMT reduction to be below the City's established VMT threshold. This TDM program was proposed to reduce the project's VMT by at least 21.1 percent.

TRANSPORTATION DEMAND MANAGEMENT PROGRAM

The following summarizes an initial approach to the proposed TDM program for the proposed project at 1125 O'Brien Drive. It is assumed that the TDM program will be refined over time to adapt to changing transportation trends and to maximize the efficiency of the program. The TDM program is specifically designed to focus on incentives and rewards for employees to participate in the program rather than penalties for not participating.

POTENTIAL PROGRAM ELEMENTS

Tarlton Properties, Inc. should offer a combination of program elements to encourage employees to utilize alternative modes of transportation to driving alone. Potential program elements are listed below:

- Increase employment density
- Participation in a local transportation management association (TMA)
- Preferential carpool parking spaces
- Preferential vanpool parking spaces
- Designated parking spaces for car share vehicles
- Pay for parking program
- Bike share program
- Subsidized transit tickets for employees
- Subsidy for carpool, vanpool, shuttle, or bus service
- Compressed workweek program
- Alternate hours workweek program
- Telecommuting
- Passenger loading zones for carpools and vanpools
- Safe and well-lit and accessible routes to nearby transit or shuttle stops
- Car share membership for employees
- Guaranteed ride home program
- Bike lockers/racks
- Showers/changing rooms
- Shuttle service
- Vanpool program
- Commute assistance center
- Parking cash out program

These program elements are listed in the City of Menlo Park's *Transportation Demand Management Program Guidelines*. Additionally, the City/County Association of Governments of San Mateo County (C/CAG) has its own guidelines for a TDM program mentioned in the *Revised C/CAG Guideline for the Implementation of the Land Use Component of the Congestion Management Program*. Each of these documents summarizes the potential program measures, a description of each measure, and the trip credits associated with each measure.

PROPOSED PROGRAM ELEMENTS

Tarlton Properties, Inc. is interested in working with the City to develop a practical TDM plan that can be both effective and provide the most value for all parties. An initial set of TDM measures are proposed for the 1125 O'Brien Drive project and is summarized in **Table 3**. Please note that the measures listed in **Table 3** only reflect measures that include a trip credit per the City's TDM guidelines. There are five additional TDM measures proposed by the Project, but are not listed in **Table 3** because they are not listed within the City's TDM guidelines.

Table 3 – Proposed TDM Measure Summary

TDM Measure	Number of Trips Credited	Peak Hour Trip Credits	Program Elements	Trip Credits[1]
Bike Storage	One credit per 3 bike lockers/racks	1/3	26	9
Showers/Changing Rooms	Two credits per 1 shower/changing room	2	4	8
Subsidized transit tickets (Go Pass for Caltrain)[2]	One trip credit for each transit pass provided	1	100	100
Commute assistance center				
Computer kiosk connected to Internet	*One peak hour trip credited for each feature*	*1*	*1*	*1*
Combine any two of these elements and receive additional five credits	Five trip credits for combination of two elements	5	1	5
			Total Trip Credits:	**123**

[1]The number of peak hour trips credited is outlined in the City of Menlo Park's *Transportation Demand Management (TDM) Guidelines*.

[2]A Caltrain Go Pass must be offered to every employee who works more than 20 hours per week. For calculation purposes, it was assumed that 100 employees would be offered the Caltrain Go Pass.

The number of trip credits was determined from the City of Menlo Park's TDM Guidelines. The following provides a brief description of each proposed TDM element:

- **Bike Storage**: Bike lockers are proposed to be located on the northwest corner of the R&D building on Level 1. Secure bike storage lockers for 20 bicycles are proposed. The bike lockers will provide a safe storage for bikes at work. Additionally, bike racks for six (6) bicycles are proposed and are located near the entry plaza, as shown on the proposed site plan.
- **Showers/Changing Rooms**: Four (4) showers/changing rooms are proposed for the building and will be accessible to all tenants. The shower/changing rooms provide a dedicated facility for the cyclists and persons walking to work. This measure, combined with the bike lockers/racks, should provide employees with a great alternative for commuting to work.
- **Subsidized Transit Tickets**: Caltrain Go Passes will be provided to employees at no cost to the employees. The Caltrain Go Pass allows for unlimited rides, seven days a week. The cost of the Go Pass is $237.50 per person, but a minimum of $19,950 per employer. A Go Caltrain Go Pass must be provided to every employee that works 20 hour or more. This

equates to 84 Go Passes at a minimum to distribute to all employees. For TDM calculations, it was assumed that 100 Go Passes will be provided for this specific site.

- **Commute Assistance Center**: A Commute Assistance Center will be provided with a computer kiosk connected to internet. The center should encourage employees to use transit to commute to work and provide ease of access to determine the optimal mode of transportation home.
- **Combination of Two Elements**: Combining at least two elements in the TDM program results in five additional peak hour trips. By offering complimentary TDM elements, experience has shown that the effectiveness of the program increases.

In addition to the measures listed above, the following strategies and measures are proposed by the project but do not have trip credits associated with them because they were not listed in the City's TDM guidelines.

- **Increase Employment Density**: Projects that increase the density of jobs per unit area typically reduce the distance that people travel and also provide greater options for implementing other TDM measures. As an example, projects with denser employment may result in increased transit ridership, which may justify increasing transit service to the area.
- **Bike Share Program**: A bike share program is provided for use by the employees of the project. The bikes will be free for the first hour of use each day. There are bicycle hubs located throughout Menlo Park Labs. The closest hub to this project is located 800 feet to the west near 1001 O'Brien Drive.
- **Enterprise Car Share Program**: A Car Share program provided by Enterprise allows employees of tenants in the business park to gain access to vehicles on a time basis. The vehicles are located at the corner of O'Brien Drive and Adams Drive.
- **Shuttle Stop**: A shuttle stop is proposed along the project frontage on O'Brien Drive between the entry plaza and the parking garage access driveway. This shuttle stop will provide a convenient location for employees and visitors of the project to access the Menlo Business Park's shuttle system. The shuttle system provides wi-fi installed shuttle buses that provide commuters access to the site from the Union City/Fremont BART stations, Palo Alto Caltrain Station, and various stops in San Francisco.
- **Electric Vehicle (EV) Charging Stations**: The project proposes 25 electric vehicle (EV) charging stations and 13 prewired spaces, including 20 clean air/vanpool/EV spaces. These parking spaces should incentivize employees to use a more environmentally friendly clean air vehicle for their commute, or to use a van that removes peak hour vehicles for the passengers that are no longer driving to and from work.

As shown in **Table 3**, the proposed TDM measures total to 123 trip credits. Although the TDM program results in 123 trip credits, the effectiveness of the TDM program was calculated separately.

EFFECTIVENESS OF TDM PROGRAM ELEMENTS

The effectiveness of the TDM plan was predicted using two separate methodologies:

1. COMMUTER model developed by the United States Environmental Protection Agency (EPA)
2. California Air Pollution Control Officers Association (CAPCOA) *Quantifying Greenhouse Gas Mitigation Measures*

The COMMUTER model methodology was used on previous TDM plans for the Tarlton properties. The CAPCOA methodology has been added as a supplement to be consistent with the methodologies used on other TDM plans in the City of Menlo Park.

COMMUTER Model

The COMMUTER model is a spreadsheet based model that predicts the travel and emission effects resulting from an employer implemented transportation demand management program. This model was created by the Environmental Protection Agency (EPA) and is based on the Federal Highway Administration (FHWA) Travel Demand Manage Evaluation Model. This model incorporates local survey data in its calculations, resulting in more locally-driven outputs than other models or tools.

The model allows for inputs to local work-trip mode shares, work trip lengths, vehicle occupancy, financial incentives for alternative modes of transportation, employer participation rates, and the level of each program to determine the predicted trip reduction rates. After inputting all the specific TDM measures for the proposed project (measures listed in **Table 3** and the other measures with no trip credits assigned), the COMMUTER model estimates the trip reduction percentage to be 33.3 percent and the estimated VMT reduction to be 24.1 percent. The COMMUTER model output for this project is shown in **Attachment B**.

CAPCOA Methodology

The CAPCOA methodology is based on the *Quantifying Greenhouse Gas Mitigation Measures* reference. This document estimates trip reductions, VMT reductions, and emissions reductions based on various relevant data sources, reports, and studies around the world.

Focusing on the transportation section, the estimated trip reduction and VMT reduction ranges for various measures are based on different transportation categories. In addition to the specific reductions for each measure, the CAPCOA methodology provides guidance on maximum reductions due to similar measures. The intent is to not double count measures that are similar and work in harmony with similar measures within the same category. CAPCOA provides the following equation for determining reductions when combining similar measures:

Combined Reduction Percentage = 1 – [(1-A) x (1-B) x (1-C)]

where: A, B, and C = Individual mitigation measure reduction percentages

Table 4 shows the estimated trip reduction and VMT reduction for each proposed TDM measure using the CAPCOA methodology. It should be noted that CAPCOA only provides a VMT reduction for many of the measures and no trip reduction. Therefore, it was assumed that the estimated trip reduction would be the same as the VMT reduction. This correlation between trips and VMT is shown in the calculations for TRT-4. As shown in **Table 4**, the estimated trip reduction is 27.1% and the estimated VMT reduction is 27.1% based on CAPCOA methodology.

Table 4 – Estimated Trip and VMT Reductions - CAPCOA

TDM Measure	CAPCOA Measure #	Estimated Trip Reduction[A]	Estimated VMT Reduction
Bike Storage	(SDT-6)[B]	0.625%	0.625%
Showers/Changing Rooms	(TRT-5)[C]	1.375%	1.375%
Subsidized transit tickets (Go Pass for Caltrain)[2]	(TRT-4)[D]	20%	20%
Commute assistance center	-	-	-
Bike Share Program	(TRT-12)[E]	0%	0%
Car Share Membership	(TRT-9)[F]	0.37%	0.37%
Employee-Sponsored Vanpool/Shuttle Program	(TRT-11)[G]	6.7%	6.7%
Total – Individual Reductions		**29.07%**	**29.07%**
Combined Reduction Adjustment[H]		**27.1%**	**27.1%**

[A] For many of the TDM measures, CAPCOA only provides a VMT reduction. Therefore, it was assumed that the trip reduction would be the same as the VMT reduction in these instances.

[B] For SDT-6, the alternative literature states a 0.625% reduction in VMT.

[C] For TRT-5, the alternative literature states a 2% reduction in vehicle trips is allowed for end of trip facilities. Since this measure is combined with the bicycle storage for end of trip facilities, this measure is the difference between 2% and the 0.625% for the bike storage (2% - 0.625% = 1.375%).

[D] For TRT-4, the vehicle trip reduction is calculated as:

% VMT reduction = % reduction in commute vehicle trips x % employees eligible x adjustment from commute vehicle trips to commute VMT

The % reduction in commute vehicle trips is based on the daily transit subsidy of $6.40 or the roundtrip Clipper card fare of one zone for Caltrain. This results in a 20% commute trip reduction. It is assumed that 100% of employees would be eligible and the adjustment factor from commute vehicle trips to commute VMT = 1.0.

[E] For TRT-12, the reduction was 0% because typically bike share programs have a minimal impact when implemented alone. They are typically combined with bicycle infrastructure additions in order to experience a reduction.

[F] For TRT-9 the VMT reduction is calculated as:

% VMT reduction = % reduction in car share member annual VMT x # of car share members per shared car / deployment level based on urban or suburban context

The % reduction in car share member annual VMT is 0.37 based on literature. The # of car share members per shared car is 20 based on literature. The deployment level for a suburban context is 1 shared car per 2,000 people.

[G] For TRT-11 the VMT reduction is calculated as:

% VMT reduction = % shift in vanpool mode share of commute trips x % employees eligible x adjustments from vanpool mode share to commute VMT

The % shift in vanpool mode share of commute trips ranges from 2% - 20% and therefore 10% was used as an approximate middle point. 100% of employees are eligible. The adjustment from vanpool mode share to commute VMT is 0.67.

[H] The combined reduction adjustment is calculated as:

Combined Reduction Percentage = 1 – [(1-A) x (1-B) x (1-C) x (1-D) x (1-E)], where: A, B, C, D, E are individual mitigation measure reduction percentages

Combined Reduction Percentage = 1 – [(1-0.625%) x (1-1.375%) x (1-20%) x (1-0.37%) x (1-6.7%)]

Combined Reduction Percentage = 27.1%

Additional VMT Reduction Strategies

In addition to the trip reductions and VMT reductions shown in **Table 4**, CAPCOA also provides guidance on location/land use strategies that assist in reducing vehicle trips and VMT. As detailed in CAPCOA measure LUT-1, an increase in land use density typically reduces distances of travel and allows the option for more modes of transportation to be provided in the area. The estimated VMT reduction is calculated as follows:

% VMT reduction = (percentage increase in job per job acre) x (elasticity of VMT with respect to density

% VMT reduction = (# of jobs per acre – 20) / 20 x 0.12

For this proposed project, the estimated % VMT reduction would be:

% VMT reduction = [(228 jobs / 4 acres) – 20] / 20 x 0.12

% VMT reduction = 22.2%

Tarlton TDM Monitoring

A TDM plan was proposed and implemented for a similar project on a nearby property at 1305 O'Brien Drive, which is operated by the same applicant as the proposed project here. This project was completed and the TDM effectiveness has been monitored since 2018. The vehicular traffic at each of the project's driveways were counted in 2018, 2019, and 2020 as part of the TDM Monitoring process. Based on this monitoring, the TDM plan for 1305 O'Brien Drive achieved a 32 percent to 40 percent trip reduction for the AM and PM peak hours in 2018 and 2019. The results from the 2020 TDM monitoring were not used because of the impact from COVID-19. As shown from a similar Tarlton project, a maximum trip reduction of 40 percent was achieved, which suggests that the COMMUTER model and CAPCOA methodology provide an accurate estimation of the effectiveness of the proposed TDM program when considering the combination of the TDM and increase in land use density.

TDM REDUCTIONS

Peak Hour Trip Results

The estimated trip reduction for the proposed TDM plan is 33.3 percent based on the COMMUTER model and 27.1 percent based on the CAPCOA methodology. For a more conservative methodology, the 27.1 percent trip reduction for the TDM plan was applied to the project's trip generation. **Table 5** shows the net new project trips based on the existing trips, and the proposed trips with the TDM reduction. Applying the 27.1 percent TDM reduction to the proposed project trips results in a net new -4 AM peak hour trips and -2 PM peak hour trips.

Table 5 – Trip Generation Summary – Net New Trips

Existing or Proposed	ITE Land Use Code	Land Use	Vehicle Trips	
			AM Peak	PM Peak
Existing	760	38.688 KSF R&D	-16	-19
	150	20.955 KSF Warehouse	-28	-30
		Net Existing Trips	**-44**	**-49**
Proposed	760	38.688 KSF R&D	55	64
		TDM Reduction (27.1%)	-15	-17
		Net Proposed Trips	**40**	**47**
Net New Project Trips			**-4**	**-2**

VMT Results

The estimated VMT reduction for the proposed TDM plan is 24.1 percent based on the COMMUTER model and 27.1 percent based on the CAPCOA methodology. For a more conservative methodology, the 24.1 percent VMT reduction for the TDM plan was applied to the project's VMT. As stated previously, the project is estimated to have a VMT of 16.1 VMT per employee. After applying a 24.1 percent reduction, the project VMT with the TDM plan would be 12.2. The project's VMT with the TDM plan would be below the City's VMT threshold of 12.7 (= 14.9 x 0.85). Therefore, the project is expected to have a less than significant VMT impact with the TDM plan.

CONCLUSION

The proposed project is anticipated to generate a net new 11 AM peak hour trips and 15 PM peak hour trips without the TDM program. The Life Sciences zoning regulations (Section 16.44.090) requires a TDM program to reduce the vehicle trips by at least 20 percent for the proposed project. The proposed TDM plan would result in a 33.3 percent TDM reduction using the COMMUTER model and a 27.1 percent trip reduction using the CAPCOA methodology. Using the 27.1 percent trip reduction for a more conservative result, the project would result in a net new -4 AM peak hour trips and -2 PM peak hour trips. In addition, the proposed TDM plan would result in a 24.1 percent TDM reduction using the COMMUTER model and a 27.1 percent trip reduction using the CAPCOA methodology. Using the 24.1 percent VMT reduction for a more conservative result, the project VMT would be 12.2 VMT per

employee, which is less than the City's VMT threshold of 12.7. Therefore, the project is expected to have a less than significant VMT impact with the TDM plan.

Attachment A

Tarlton - 1125 O'Brien Drive

TIME PERIOD		LAND USE	Trip Rate			Trips		
			In	Out	Total	In	Out	Total
Daily	Existing Use	Research and Development Center (38.688 KSF)	5.63	5.63	11.26	218	218	436
		Warehousing (20.955 KSF)	Equation Used			40	40	80
		Total Existing Use Daily Trips				258	258	516
	Proposed Use	Research and Development Center (130.510 KSF)	5.63	5.63	11.26	735	735	1470
		Total Proposed Use Daily Trips				735	735	1,470
		Net New Daily Trips				**477**	**477**	**954**
AM Peak	Existing Use	Research and Development Center (38.688 KSF)	0.32	0.11	0.42	12	4	16
		Warehousing (20.955 KSF)	Equation Used			21	7	28
		Total Existing Use AM Trips				33	11	44
	Proposed Use	Research and Development Center (130.510 KSF)	0.32	0.11	0.42	41	14	55
		Total Proposed Use AM Trips				41	14	55
		Net New AM Trips				**8**	**3**	**11**
PM Peak	Existing Use	Research and Development Center (38.688 KSF)	0.07	0.42	0.49	3	16	19
		Warehousing (20.955 KSF)	Equation Used			8	22	30
		Total Existing Use PM Trips				11	38	49
	Proposed Use	Research and Development Center (130.510 KSF)	0.07	0.42	0.49	10	54	64
		Total Proposed Use PM Trips				10	54	64
		Net New PM Trips				**(1)**	**16**	**15**

Attachment B

COMMUTER MODEL RESULTS

SCENARIO INFORMATION

Description	C/CAG Base TDM Program
Scenario Filename	Tarlton-1105O'Brien.v2.vme
Emission Factor File	
Performing Agency	Kimley-Horn and Associates, Inc
Analyst	Ben Huie
Metropolitan Area	Menlo Park, CA
Area Size	1 - Large (over 2 million
Analysis Scope	2 - Site or Employer-Based
Analysis Area/Site	1105 O'Brien Drive
Total Employment	331

PROGRAMS EVALUATED

- [X] Site Walk Access Improvements
- [ ] Transit Service Improvements
- [X] Financial Incentives
- [X] Employer Support Programs
- [ ] Alternative Work Schedules

- [ ] User-Supplied Final Mode Shares

MODE SHARE IMPACTS

Mode	Baseline	Final	%Change
Drive Alone	70.5%	46.8%	-23.7%
Carpool	6.5%	4.7%	-1.8%
Vanpool	0.0%	0.3%	+0.3%
Transit	4.3%	25.6%	+21.3%
Bicycle	7.3%	14.7%	+7.4%
Pedestrian	2.7%	1.9%	-0.8%
Other	8.7%	6.0%	-2.7%
No Trip	-	0.0%	+0.0%
Total	100.0%	100.0%	-

Shifted from Peak to Off-Peak	0.0%

TRAVEL IMPACTS (relative to affected employment)

Quantity	Peak	Off-Peak	Total
Baseline VMT	4,122	2,591	6,713
Final VMT	3,128	1,966	5,094
VMT Reduction	994	625	1,619
% VMT Reduction	24.1%	24.1%	24.1%
Baseline Trips	298	188	486
Final Trips	199	125	324
Trip Reduction	99	62	162
% Trip Reduction	33.3%	33.3%	33.3%

Impact C-TRA-4: The Proposed Project in combination with other foreseeable projects would not result in inadequate emergency access. (LTS)

Future development, as part of the City's project approval process, would be required to comply with existing regulations, including general plan policies and zoning regulations that have been prepared to minimize impacts related to emergency access. The City, throughout the 2040 buildout horizon, would implement the general plan programs that require the City's continued coordination with the Menlo Park Police Department and the Menlo Park Fire Protection District to establish circulation standards, adopt an emergency response routes map, and equip all new traffic signals with pre-emptive devices for emergency services. Furthermore, implementation of the zoning regulations would help to minimize traffic congestion that could affect emergency access. For these reasons, the Proposed Project in combination with cumulative projects would have a ***less-than-significant*** cumulative impact with respect to emergency access.

Transportation Analysis of Waterline Upgrades

As described in Chapter 2, *Project Description,* and in the 1350 Adams Court EIR,[16] the existing 10-inch water mains along O'Brien Drive, Adams Court, and the perimeter of the 1350 Adams Court property need to be upsized prior to occupancy of any new buildings within the life sciences service area along O'Brien Drive and vicinity. The 1350 Adams Court EIR included the water main upgrades as part of that project and analyzed their construction impacts. It is possible that the Proposed Project may develop before the 1350 Adams Court Project; therefore, the CEQA analysis of watermain construction impacts and required mitigation measures contained in the certified 1350 Adams Court EIR, as they relate to the potential need to upgrade one or more of the waterlines as part of the Proposed Project, are incorporated into this EIR by reference. Installation of the upgraded waterline(s) would be required as a condition of approval for the Proposed Project if it is constructed before the 1350 Adams Court project.

The EIR for the 1350 Adams Court Project found that the waterline upgrades would not have a significant transportation impact and no waterline construction-related mitigation measures were identified. As a condition of approval, a traffic control plan would be required for any sidewalk or street/lane closures during construction of the waterline upgrades. Therefore, the EIR for the 1350 Adams Court project found that the impact of the waterline upgrades would be ***less than significant.***

Non-CEQA Analysis

Intersection LOS Analysis

The findings of the intersection LOS compliance analysis are presented in this section for informational purposes. The scope and methodology, analysis scenarios, data collection, and LOS policy standards are detailed in Appendix 3.1 of this EIR.

As stated above, LOS is no longer a CEQA threshold. However, the City's TIA Guidelines require that the TIA also analyze LOS for local planning purposes. The LOS analysis would determine whether the Proposed Project's traffic would cause an intersection's LOS to exceed the City's LOS thresholds or cause

[16] City of Menlo Park. 2022. *1350 Adams Court EIR*. Section 3.1, Transportation. Available: https://menlopark.gov/Government/Departments/Community-Development/Projects/Under-review/1350-Adams-Court. Accessed: January 2023.

either the average delay or average critical delay to exceed the City's intersection delay thresholds under near-term and cumulative conditions. The LOS and delay thresholds vary, depending on the street classifications as well as whether the intersection is on a State route or not. The City's TIA Guidelines further require an analysis of the Proposed Project in relation to relevant policies of the Circulation Element and consideration of specific measures to address non-compliance with local policies that may occur as a result of the addition of the Proposed Project's traffic. The TIA identifies measures that could be applied as conditions of approval to bring operations back to pre-Project levels. Although not included in the TIA for purposes of this EIR, an analysis may be prepared separately to determine if there are potential measures that could bring the Proposed Project into conformance with Circulation Policy 3.4 (i.e., strive to maintain acceptable LOS at all City-controlled intersections). Implementation of any such measures would require review and approval by City decision-makers.

Near-Term (2025) Plus-Project Conditions

The results of the intersection LOS analysis under near-term (2025) plus-Project conditions are summarized in Table 5 of Appendix 3.1. Under near-term plus-Project conditions, the following four intersections would be non-compliant with respect to local policies during either the AM or the PM peak hour compared to near-term conditions:

- **Intersection #1:** Willow Road (SR-114) and O'Brien Drive (Menlo Park)– AM and PM peak hours
- **Intersection #3:** Willow Road (SR-114) and US 101 northbound ramps (Caltrans) – PM peak hour
- **Intersection #4:** Willow Road (SR-114) and US 101 southbound ramps (Caltrans) – PM peak hour
- **Intersection #5:** O'Brien Drive and Kavanaugh Drive (unsignalized) (Menlo Park) – PM peak hour

Intersection effects and recommended modifications to bring the intersections to pre-Project conditions are described below.

#1 Willow Road (SR-114) and O'Brien Drive

This intersection is expected to operate at an unacceptable LOS F during both peak hours under near-term (2025) conditions. The addition of Project traffic would cause the critical movement delay on the local northbound shared left-right movement to increase by more than 0.8 second during both peak hours. This constitutes non-compliance, according to the thresholds established by the City of Menlo Park. The unacceptable LOS is due primarily to the existing congestion on Willow Road. The City of Menlo Park is implementing a traffic signal adaptive coordination system on the Willow Road corridor to improve traffic flow. Adaptive traffic control is a technology that automatically adjusts traffic signal timing, based on actual traffic demand at an intersection. This measure will improve intersection operations and could reduce intersection delay. It is expected that this improvement would reduce the critical movement delay on the local approach and avoid the adverse effect during the AM peak hour. However, the reduction in delay due to adaptive signal coordination is not expected to be enough to avoid the adverse effect of the Proposed Project at this intersection during the PM peak hour or bring the intersection into compliance with the City's LOS policy. Other possible physical intersection improvements are considered infeasible because of right-of-way constraints and/or adverse effects on bicycle and pedestrian travel. The Proposed Project would pay traffic impact fees according to the City's current TIF schedule, which could be used to contribute to other transportation improvements in the area.

#3 Willow Road (SR-114) and US 101 Northbound Ramps

This intersection is expected to operate at an unacceptable LOS F during both peak hours under near-term (2025) conditions. The addition of Project traffic would cause the delay at this intersection to increase by more than 4 seconds during the PM peak hour. This constitutes non-compliance, according to the thresholds established by Caltrans. The delay at this intersection is due to the congestion on Willow Road. The City of Menlo Park is implementing a traffic signal adaptive coordination system on the Willow Road corridor to improve traffic flow. Adaptive traffic control is a technology that automatically adjusts traffic signal timing, based on actual traffic demand at an intersection. This measure will improve intersection operations and could reduce intersection delay. The reduction in delay due to adaptive signal coordination is not expected to bring the intersection into compliance with the Caltrans' LOS policy. Other physical intersection improvements are considered infeasible because of right-of-way constraints and/or adverse effects on bicycle and pedestrian travel. The Proposed Project would pay traffic impact fees according to the City's current TIF schedule, which could be used to fund to other transportation improvements in the area.

#4 Willow Road (SR-114) and US 101 Southbound Ramps

This intersection is expected to operate at an unacceptable LOS F during both peak hours under near-term (2025) conditions. The addition of Project traffic would cause the delay at this intersection to increase by more than 4 seconds during the PM peak hour. This constitutes non-compliance, according to the thresholds established by Caltrans. The delay at this intersection is due to the congestion on Willow Road. The City of Menlo Park is implementing a traffic signal adaptive coordination system on the Willow Road corridor to improve traffic flow. Adaptive traffic control is a technology that automatically adjusts traffic signal timing, based on actual traffic demand at an intersection. This measure will improve intersection operations and could reduce intersection delay. The reduction in delay due to adaptive signal coordination is not expected to bring the intersection into compliance with the City's LOS policy. Other physical intersection improvements are considered infeasible Because of right-of-way constraints and/or adverse effects on bicycle and pedestrian travel. The Proposed Project would pay traffic impact fees according to the City's current TIF schedule, which could be used to fund other transportation improvements in the area.

#5 O'Brien Drive and Kavanaugh Drive

This intersection is expected to operate at an acceptable LOS B during the AM peak hour and an unacceptable LOS D during the PM peak hour under near-term conditions. The addition of Project traffic would cause the average critical delay to increase by more than 0.8 second during the PM peak hour. This constitutes non-compliance, according to the thresholds established by the City of Menlo Park.

Because the intersection currently operates as all-way stop-controlled intersection, a potential modification to bring the intersection to pre-Project conditions would be to signalize it. However, the intersection would not meet the MUTCD signal warrant during either peak hour under Project conditions (see Appendix F). The intersection lane configuration could be modified to include additional turn lanes. However, this would not result in an improvement in average critical delay, and the intersection would continue to be non-compliant. Other physical intersection improvements are considered infeasible because of right-of-way constraints and/or adverse effects on bicycle and pedestrian travel. The Proposed Project would pay traffic impact fees according to the City's current TIF schedule, which could be used to fund other transportation improvements in the area.

Cumulative (2040) Conditions, Intersection LOS

The intersection LOS calculation sheets are included in Appendix 3.1. The results of the intersection LOS analysis under cumulative (2040) plus-Project conditions are summarized in Table 7 in Appendix 3.1. Under cumulative (2040) plus-Project conditions, the following five intersections would be non-compliant with local policies during either the AM or the PM peak hour compared to cumulative (2040) conditions:

- **Intersection #1:** Willow Road (SR-114) and O'Brien Drive (Menlo Park) – PM peak hour
- **Intersection #2:** Willow Road (SR-114) and Newbridge Street (Menlo Park) – AM peak hour
- **Intersection #3:** Willow Road (SR-114) and US 101 northbound ramps (Caltrans) –PM peak hour
- **Intersection #4:** Willow Road (SR-114) and US 101 southbound ramps (Caltrans) –PM peak hour
- **Intersection #5:** O'Brien Drive and Kavanaugh Drive (unsignalized) (Menlo Park) – AM and PM peak hours

Adverse effects and recommended improvements for the additional intersections that are non-compliant under cumulative conditions are described below.

#2 Willow Road (SR 104) and Newbridge Street

This intersection is expected to operate at an unacceptable LOS F during the AM and PM peak hours under cumulative (2040) conditions. The addition of Project traffic would cause the critical movement delay on the local northbound through movement to increase by more than 0.8 second during the AM peak hour. This constitutes non-compliance, according to the thresholds established by the City of Menlo Park.

The Willow Road Corridor Improvement Project in the City's Transportation Master Plan and the City's TIF recommends modifying the signal timing to a protected left-turn phasing operation on Newbridge Street, providing a leading left-turn phase on southbound Newbridge Street and a lagging left-turn phase on northbound Newbridge Street, and optimizing signal timing. Although this modification would improve overall operation of the intersection, it would not address the deficiency caused by the Proposed Project on the local approaches to the intersection, according to the thresholds established by the City of Menlo Park.

Other physical intersection improvements are considered infeasible because of right-of-way constraints and/or adverse effects on bicycle and pedestrian travel. The Proposed Project would pay traffic impact fees according to the City's current TIF schedule to contribute to other transportation improvements in the area.

#5 O'Brien Drive and Kavanaugh Drive

This intersection is expected to operate at an unacceptable LOS F during both peak hours under cumulative conditions. With the addition of Project traffic, the intersection would continue to operate at an unacceptable LOS F during both peak hours, with an increase in average critical delay of more than 0.8 second. This constitutes non-compliance during both peak hours, according to the thresholds established by the City of Menlo Park.

Because the intersection currently operates as all-way stop-controlled intersection, a potential modification to bring the intersection to pre- Project conditions would be to signalize it. The intersection would meet the MUTCD signal warrant during both peak hours under cumulative no-Project and cumulative plus-Project conditions (see Appendix 3.1). Along with a new traffic signal, appropriate bicycle and pedestrian accommodations should be provided at this intersection. This includes proposed Class II bicycle lanes along O'Brien Drive between Willow Road and University Avenue, pedestrian countdown timers, ADA-compliant curbs, and bicycle detection loops. With these improvements, the intersection would operate acceptably at LOS C during both peak hours under cumulative plus-Project conditions. However, a decision for signalization should not be made until signal warrants with a future year's actual counts have been met. It is important to note that the intersection would be approximately 300 feet west of the proposed roundabout at O'Brien Drive and the Willow Village Loop Road. Prior to a decision for signalizing this intersection, further analysis should be conducted to ensure that queues resulting from the signal would not back into the roundabout and cause a gridlock situation. The Proposed Project would reduce its adverse effect on traffic operations at this intersection through a fair-share contribution for the signal improvements.

From: Luis J. Guzmán <___>
Sent: Thursday, March 30, 2023 2:34 PM
To: Hogan, David W.; Planning Commission
Cc: Paz, Ori; Perata, Kyle T; Smith, Tom A; Turner, Christopher R; Khan, Fahteen N
Subject: Proposed 1125 O'Brien Drive - Project and draft EIR Feedback - Nearby project synergies

1125 O'Brien Drive, Menlo Park Project Feedback:

Dear commissioners, city officials and owner/developer,

Thanks a lot for the opportunity to provide some feedback on the new 1125 O'Brien Drive/1 Casey Court development proposal, draft EIR.

Below are a few comments on the project:

- We would like to have as much local greenery and as many new community park amenities as possible. Therefore, we would like the current owner/developer of this project to re-purpose the back of 1 Casey Court near the Hetch Hetchy right of way. The back end parking spaces should be transformed into community amenities. The owner should work with the Facebook Willow Campus developer (Hamilton Court) and other nearby owners (20 Kelly Court, 1075 O'Brien, 1005 O'Brien and 1320 Willow Road, etc...) and relevant parties such as the city and the SFPUC to increase park/playground options and amenities on that section of Hetch Hetchy and include tennis/basketball/football/soccer/bocce ball courts, secured children/toddlers areas, etc... to serve both employees and local residents.

- We would like to encourage the owner/developer to work with the FaceBook Willow Village developer on their current design and 1075/20 Kelly Court to allow the possibility of new connections with the new Willow campus street and paseos grid proposal (for example on the current drainage channel between 1075/1105 O'Brien Drive and between 20 Kelly Court and 960/1350 Hamilton).

- We very much like the idea to have as much community accessible mixed business-retails space as possible to increase and diversify the commercial options to residents and employees: a locally owned/operated coffee shop like Cafe Zoe with opportunities for local community events (music, arts, meetings, etc...) would be a great addition. Increasing the height of the building in a non residential business area in order to maximize the public/retail/park areas is a good compromise.

- ADA compliant sidewalk/crossing on O'Brien/Casey should be included in the design (as a continuation and similarly to what has been done at 1035 O'Brien Drive). These sidewalks/pedestrian crossings should be also implemented all along and on both sides of O'Brien Drive (and in the business park in general including Kavanaugh Way to connect to existing sidewalks in East Palo Alto) to make it ADA compliant and pedestrian/bicyclist friendly.

Overall, we are very excited about these new mixed used projects with public access and amenities east of US101 such as this one and the future planned FaceBook Willow open multi-use campus. Nearby residents are looking forward to some constructive feedback with the owner/developer and wishing them success. We are also looking forward for the city of Menlo Park and the planning commission to encouraging more of such live/work/play developments in the near future that will transform these business parks in more lively community districts integrated in the surrounding city neighborhoods.

Thank you for your time and consideration.
Respectfully,

Luis Guzman
7 Clarence Court
East Palo Alto resident for over 40 yr