SPECIAL MEETING AGENDA

Date: 7/26/2017
Time: 6:30 p.m.
City Hall/Administration Building
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

B. Roll Call – Bedwell, DeCardy, Dickerson, Chair London, Marshall, Vice Chair Martin, Smolke

C. 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. Please clearly state your name and address or political jurisdiction in which you live. 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.

D. Regular Business

D1. Make a determination on an appeal for one Atlas cedar heritage tree at 1810 Bay Laurel Drive (Attachment) – 60 min

D2. Review and make a recommendation on heritage tree removal permits for the Stanford University Middle Plaza at 500 El Camino Real project (300-550 El Camino Real) (Attachment) – 60 min

D3. Nominate a commissioner to serve on the Transportation Master Plan Oversight and Outreach Committee (Attachment) – 15 min

D4. Approve the June 21, 2017, Environmental Quality Commission meeting minutes (Attachment) – 5 mins

E. Reports and Announcements

E1. Commissioner reports – 10 min

E2. Staff update and announcements (Attachment) – 10 min

E3. Future agenda items – 5 min

F. Adjournment

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can view electronic agendas and staff reports by accessing the City website at menlopark.org and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting Clay Curtin, Assistant to the City Manager/Interim Sustainability Manager, at 650-330-6615. (Posted: 7/21/17)

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

Any writing that is distributed to a majority of the 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 for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.

STAFF REPORT

Environmental Quality Commission
Meeting Date: **7/26/2017**
Staff Report Number: **17-013-EQC**

Regular Business: **Make a determination on an appeal for Atlas cedar heritage tree at 1810 Bay Laurel Drive**

Recommendation

Staff recommends the Environmental Quality Commission deny the appeal and uphold staff's decision to deny the heritage tree removal permit application at 1810 Bay Laurel Drive.

Policy Issues

The proposed action is consistent with City policies.

Background

Section 13.24.010 of Menlo Park's heritage tree ordinance states the intent and purpose: "It is the intent of this chapter to establish regulations of the removal of heritage trees within the city in order to preserve as many trees as possible consistent with the propose of this chapter and the reasonable economic enjoyment of private property."

On March 14, 2017, the current property owners, Ashley and Scott Eikenberry, submitted a heritage tree removal permit application for the removal of one deodar cedar (Cedrus deodara) heritage tree located in the front yard of 1810 Bay Laurel Drive (Attachment A) including a project arborist report (prepared March 4, 2017, by Robert Weatherill of Advanced Tree Care). The stated reason for the removal request was:

- History of limb failure

The city arborist reviewed the application and visited the site March 20, 2017, to conduct Level 2, basic assessments, to evaluate the tree condition and conduct a tree risk assessment. The city arborist identified the species of the subject tree as Atlas cedar (*Cedrus atlantica*), not deodar cedar as previously identified. A determination was made that the tree was not a high risk and that there was inadequate information to make a permit decision at that time. Advanced Tree Care was contacted to clarify conflicting information in the arborist report regarding tree health and request further information. The project arborist confirmed the tree was heathy and had no additional information. Further evaluation was recommended pending the submittal of additional information. On April 25, 2017, the applicant contacted the city arborist regarding the failure of an additional small limb (Attachment B). The city arborist recommended an on-site meeting which took place June 2, 2017. At that time, the condition of the tree had not changed. On June 7, 2017, the city arborist denied the permit application (Attachment C) based on the following:

- Tree is healthy and in good condition
- Risk rating is low

On June 14, 2017, the property owner submitted an appeal for the denial of the heritage tree removal permit (Attachment D).

Analysis

Section 13.24.040, of the heritage tree ordinance requires staff and the Environmental Quality Commission to consider the following eight factors when determining whether there is good cause for permitting removal of a heritage tree:

1. The condition of the tree or trees with respect to disease, danger of falling, proximity to existing or proposed structures and interference with utility services;
2. The necessity to remove the tree or trees in order to construct proposed improvements to the property;
3. The topography of the land and the effect of the removal of the tree on erosion, soil retention and diversion or increased flow of surface waters;
4. The long-term value of the species under consideration, particularly life span and growth rate;
5. The ecological value of the tree or group of trees, such as food, nesting, habitat, protection and shade for wildlife or other plant species;
6. The number, size, species, age distribution and location of existing trees in the area and the effect the removal would have upon shade, privacy impact and scenic beauty;
7. The number of trees the particular parcel can adequately support according to good arboricultural practices;
8. The availability of reasonable and feasible alternatives that would allow for the preservation of the tree(s).

Staff's denial of the removal permit was based on heritage tree ordinance conditions No. 1, No. 4 and No. 8.

With respect to criteria No. 1 and No. 4, the following criteria were assessed related to disease, danger of falling, proximity to existing or proposed structures and long term value of the species.

<u>Site factors</u>

- The subject tree is located at the southeast corner of the residential home at 1810 Bay Laurel Drive, with a relatively level grade.
- The immediate unpaved area around the base of the tree is approximately 25 feet long by 25 feet wide. A driveway consisting of pervious pavers is located approximately 5 feet to the west of the trunk.
- There is a one story residential home (at subject address), which is approximately 15 feet northwest of the tree as well as a one story neighboring home (1800 Bay Laurel Drive) located approximately 15 feet northeast of tree.
- There is an asphalt parking area approximately 15 feet to the south of the tree and a public street approximately 25 feet to the south of tree.
- There was no visible evidence of site changes that had recently occurred at the time of inspection.

<u>Tree health and species profile</u>

- The subject tree is an Atlas cedar. The tree is often confused with the deodar cedar, which is similar in appearance, but is a different species in the same genus. The limbs of the Atlas cedar have a distinctive upward sweep unlike the dissimilar weeping tips of the deodar cedar. The confusion is often related to the commonly planted 'glauca' cultivar of the Atlas cedar, which has blue-green foliage. Any strait species of Atlas cedars without this distinct characteristic are mistakenly thought to be deodar cedar.
- The tree is healthy with an estimated 98 percent of the foliage in the canopy being healthy and normal at

the time of inspection. (Attachment E)

- Tree vigor (growth rate) is normal for the age and species at the time of inspection. Atlas cedars have a moderate rate of growth, typically 3 to 4 inches of primary growth annually for mature healthy specimens.
- There was no visible evidence of damage to adjacent structures at time of inspection. An image of a previously fallen limb on the roof of subject address was submitted with the removal application. No documentation of damage was submitted before action being taken on the permit application.
- There were no visible signs or symptoms of pest infestation, decay or disease infection at time of inspection. The primary pathogen affecting the mature specimens of the species in Menlo Park area is Phyotophthora fungal infection of the roots.
- The estimated age of the tree is approximately 50 to 60 years old based on the size of the tree and its condition. Atlas cedars commonly grow over 100 years old in cultivation. Individual trees in the native range of the Atlas Mountains or northwest Africa are known to be over 700 years in age.
- Upright co-dominate leaders are typical of the species. Historically significant Atlas cedars growing in Sacramento's Capital Park and on the south lawn of the White House are good examples of this structure. (Attachment F)

Tree defects and conditions affecting the likelihood of failure

- As typical of the species, there are leaders throughout the canopy of the tree that sweep upward and are competing.
- One of the unions, on the northeast side of the trunk at approximately 30 feet in height, has a narrow angle of attachment with a likely bark inclusion. Included bark typically does not have the same amount of holding tissue as a union with a wider angle of attachment and is therefore considered to be a type of structural defect. (Harris, 1999). The competing co-dominate limb originating from this union has previously been pruned to reduce its size. The size of this co-dominate limb at the point of attachment is approximately 15 inches in diameter. The size of the parent stem is approximately 20 inches diameter at the point of attachment. The size of the competing co-dominate limb and the narrow angle of attachment is considered a defect.
- There was no evidence of previous limb failure at time of inspection. Pruning history was extensive to clean damaged limbs, raise the canopy and reduce end weight and thin limbs growing in the interior canopy of the tree.
- Thinning of interior limbs was a past common best practice in the tree care industry to minimize limb and whole tree failure by, "reducing the wind sail" of the canopy. Within the last decade this practice has been demonstrated to be ineffective and has the potential to actually increase the likelihood of failure by reducing the mass dampening effect of a more natural full canopy of limbs and foliage. Mass dampening occurs in a tree canopy when foliage and lateral limbs absorbs the energy of wind and loading is distributed throughout the canopy of a tree. Wind loading on trees lacking interior limbs and foliage is focused on individual limbs and their attachments causing more failures.
- The overall crown of the tree is relatively symmetrical with a live crown ratio estimated to be approximately 95 percent. Live crown ratio is the ratio of the total length of the living foliage and limbs in the crown to total tree height. A higher live crown ratio is believed to dampen the force of wind as the lateral branches and foliage intercept and dissipate the wind force throughout a larger area of the crown and thereby reduce loading on trunk, main lateral limbs and their unions. Typically a live crown ratio of less than one-third is considered to have an increased likelihood of failure.

Load factors

- The height of the Atlas cedar is approximately 75 feet with a crown spread of approximately 45 feet making, and a diameter of 46 inches. The large size is similar to several trees nearby.
- Trees to the north to and northwest on private property provide partial protection from wind exposure.
- Seasonal rains are common in the area from October to April with an average annual rainfall of approximately inches. (NOAA, 2016).
- The prevailing wind is from the northwest.

Likelihood of failure

- The likelihood of failure is the potential for a tree or limb to fail within a time frame based on the species, defect, anticipated loads and response growth is. The time frame specified for this report is one year. The ISA risk categorization system rates likelihood of failure as improbable, possible, probable or imminent. Due to the size of the defect and the reduction pruning performed, the Likelihood of failure of the co-dominate main stem with a bark inclusion was determined to be possible. The Likelihood of failure of lateral limbs with upright form was determined to be possible. Possible is defined as a failure could occur, but is unlikely during normal weather conditions within the given time frame. (Dunster, 2013).

Target assessment

- Targets are people and property that have the potential to be impacted in the event of tree or limb failure within the target zone. The target zone in this case is a 75 foot radius area around the tree, which equal to the tree height. The targets identified to have the potential to have greater than minor damage occur if one or more of the co-dominate main stems were to fail include the following:
  - Residential homes
  - Cars parked in driveway and street parking space
  - Occupants inside parked cars
  - Pedestrians and vehicle traffic in public street
  - Occupants of yard at subject address and neighboring address

Occupancy rates

- The duration of time that a target is located within a target zone is the occupancy rate. Rates are classified by the International Society of Arboriculture (ISA) as constant, frequent, occasional or rare. The occupancy rates and descriptions for specified targets are the following:
  - Residential homes: Constant (target present at all times day and night)
  - Occupants inside homes: Frequent (target present for most of the day)
  - Cars parked in driveway and street parking: frequent
  - Occupants of parked cars: Occasional (target is present infrequently or irregularly)
  - Pedestrian and vehicle traffic in street: occasional
  - Occupants of yards: occasional

- Of particular interest, is the pedestrian and vehicle traffic on this portion of Bay Laurel Drive, which increases considerably during the morning and afternoons which are pickup and drop off times for the nearby school. It is estimated that during approximately three hours out of a 24 hour day the traffic target is frequent in the fall zone (see below). However, during this time the traffic is not stationary and passes in and out of the fall zone. During the remaining 21 hours, the traffic is infrequent. By definition, the infrequent and irregular nature of the target throughout the majority of the day is considered occasional.

Target protection, size of defect part and distance of fall

- The size of the tree part at the point of target impact, the distance of fall and any target protections are considered when determining the consequences of failure (see below). Target protection is anything that would protect the target from impact. For instance, small pliable live lateral limbs and foliage provide some protection to a target as they dampen the force of impact from a falling limb. The following target protections were identified to exist for each specified target:
  - Residential homes: lateral limbs in canopy, small limbs and foliage
  - Occupants inside residential homes: structures, lateral limbs in canopy, small limbs and foliage
  - Occupants inside parked cars: cars, lateral limbs in canopy, small limbs and foliage
  - Cars parked in driveway and street parking space: lateral limbs in canopy, small limbs and foliage
  - Pedestrians and vehicle traffic in public street: lateral limbs in canopy, small limbs and foliage
  - Occupants of yard at subject address and neighboring address: lateral limbs in canopy, small limbs and foliage

.

- The size of the tree part is considered as it affects the force of impact. The location of the size of part is evaluated where the likely impact would occur, which is not necessarily where the location of the defect part is in all cases. The following are the estimated sizes of tree parts for each specified target:
  - Main co-dominate leader over neighboring residential home, occupants and occupants of neighboring yard, approximately 6 inches in diameter.
  - Lateral limbs over residential homes and occupants, parked cars and occupants, pedestrian and vehicle traffic and occupants of yards; various

- A falling tree or part will increase in speed and force of impact as it falls. The shorter the distance of fall, the lesser the force of impact. “If the distance from a tree trunk to a well-built, multistory house is short, a tree that falls may simply lean against the house, causing minor damage.” (Dunster, 2013). The following are the estimated distance of fall for defective part to specified target:
  - Main co-dominate over neighboring residential home, occupants and occupants of neighboring yard: approximately 20 to 25 feet.
  - Lateral limbs over residential homes and occupants, parked cars and occupants, pedestrian and vehicle traffic and occupants of yards: various

Likelihood of failure and impact

- The likelihood of impact is determined by the occupancy rates as well as the protections from exposure from a failing tree or part. In this case, the likelihood of impact to specifed targets from main co-dominate stem was determined to be medium. A medium risk rating is used under the following circumstances: frequent occupancy with full exposure; constantly used area with partial protection. The likelihood of impact to specified target from upright lateral limbs was determined to be low. A low rating is used in the following circumstances: occasionally used area with full exposure; frequent occupancy with partial protections; constant target that is well protected. (Dunster, 2013).
- Considering both the likelihood of failure and the likelihood of impact, which is effected by the location of the target, direction of fall, target protections (see above), and the occupancy rate. ISA categorizes likelihood of failure and impact as Unlikely, Somewhat likely, Likely, Very Likely.

The following matrix is used to consider these factors and determine likelihood of failure and impact. (Dunster, 2013).

Matrix used to consider factors and determine likelihood of failure				
Likelihood of failure	Likelihood of impacting target			
	Very low	Low	Medium	High
Imminent	Unlikely	Somewhat unlikely	Likely	Very likely
Probable	Unlikely	Unlikely	Somewhat likely	Likely
Possible	Unlikely	Unlikely	Unlikely	Somewhat likely
Improbable	Unlikely	Unlikely	Unlikely	Unlikely

- The following likelihood of impact for each specified target were determined using the matrix above:
  - Main co-dominate over neighboring residential home, occupants and occupants of neighboring yard: unlikely.
  - Lateral limbs over residential homes and occupants, parked cars and occupants, pedestrian and vehicle traffic and occupants of yards: unlikely.

Consequences of failure

- The consequences of failure are ranked by the ISA as Negligible, Minor, Significant, Severe. They are defined as follows:
  - Negligible: consequences that involve low-value property damage or disruption that can be replaced or repaired; they do not involve personal injury.
  - Minor: consequences that involve low to moderate property damage, small disruptions to traffic, or a communication utility or a very minor injury.
  - Significant: consequences are that involve property damage of moderate to high value, considerable disruption or personal injury.
  - Severe: consequences are those that could involve serious personal injury or death, damage to high value property, or disruption of important activities. (Dunster, 2013)

- Using these descriptions, the following are the consequences of failure and description for each of the specified targets are estimated taking into account target protections, part size and distance of fall:
  - Residential homes: significant
  - Occupants inside of residential homes: minor
  - Cars parked in driveway and street parking space: significant
  - Occupants inside parked cars: significant
  - Pedestrians and vehicle traffic in public street: severe
  - Occupants of yard at subject address and neighboring address: severe

Risk rating

- The risk rating is the combination of the likelihood of the tree or part falling and impacting a target and the severity of the consequences. Using the matrix below the following Risk Ratings were estimated for all parts and target was found to be Moderate. (Dunster, 2013).

Likelihood of failure and impact	Consequences of failure			
	Negligible	Minor	Significant	Severe
Very likely	Low	Moderate	High	Extreme
Likely	Low	Moderate	High	High
Somewhat likely	Low	Low	Moderate	Moderate
Unlikely	Low	Low	Low	Low

Overall risk rating

- The overall risk rating is taken from the highest risk rating of any tree part and target. In this case the overall risk rating for the subject tree is determined to be low.

With respect to criteria No. 8, reasonable and feasible alternatives were considered:

Mitigation measures

- Routine tree maintenance in accordance with the ISA and the City or Menlo Park Heritage Tree ordinance can mitigate potential risk to be lower. Specifically, the author recommends the following: further reducing the main co-dominate leader with bark inclusion; retaining interior limbs and foliage that are not dead, dying, damaged, diseased or have other structural defects; and reducing large lateral limbs that have a diameter greater than one-third of the parent stem at the point of attachment.
- In addition, the author recommends monitoring the condition of the tree by a certified arborist on an annual basis at a minimum.

Recommendation

Staff recommends the Environmental Quality Commission deny the appeal and uphold staff's decision to deny the heritage tree removal permit application based on these findings.

Literature cited

- Dunster, J.A. (2013) *Tree Risk Assessment Manual*. International Society of Arboriculture.
- Harris, R.W.; Clark J.R.; Matheny N.P. (1999). *Arboriculture: Integrated Management of Landscape Trees Shrubs and Vines* (3rd ed.). Prentice Hall.
- Precipitation Summary. (National Oceanic and Atmospheric Administration (NOAA)). Retrieved October 2016, from http://www.cnrfc.noaa.gov/rainfall_data.php

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

A. Heritage tree image
B. Small limb failure
C. Heritage tree removal denial letter
D. Heritage tree permit appeal letter
E. Heritage tree image
F. Typical species structure

Report prepared by:
Christian Bonner, City Arborist

Report Reviewed by:
Clay Curtin, Assistant to the City Manager/Interim Sustainability Manager

ATTACHMENT A

RECEIVED
MAR 14 2017
By

Heritage Tree Removal Permit Application

This application must be submitted with the Arborist Report Form
Please submit completed forms to:
701 Laurel St., Menlo Park, CA 94025

Application No. HTR2017-00058

Purpose of application: Removal ☒ **Pruning of more than 25%** ☐

Permit Fee: $135.00 (each tree, up to 3 trees); $90 each additional tree (separate forms required for each tree)

PLEASE PRINT CLEARLY

Site Address: 1810 Bay Laurel DR, Menlo Park

Name of Applicant: Ashley + Scott Eikenberry Phone 650.892-1672 FAX

Mailing Address: 1810 Bay Laurel DR, Menlo Park Email: ashley@eikenberry.org

Type of Tree: Cedar Location on property: Front yard

Reasons for Request:
Tree is unsafe. Despite trimming and care it continues to lose limbs. This is on a very busy school route + a popular street for pedestrians.

IF TREE IS DEAD or DAMAGING STRUCTURE PLEASE ATTACH PHOTOS DEMONSTRATING CONDITION.

ARE YOU CONSIDERING ANY CONSTRUCTION ON YOUR PROPERTY IN THE NEXT 12 MONTHS?
Yes ☐ No ☒
If yes, please submit additional information describing what type of construction is planned and a site plan.

- Tree may not be removed (or pruned over 25%) unless and until the applicant has received final permission from the City as indicated below.
- The signed permit approval form must be on site and available for inspection while the tree work is being performed.
- A suitable replacement tree, 15 gallon size or larger with a mature height of 40 feet or more, is to be installed in the time frame indicated below.

I (we) hereby agree to hold the City harmless from all costs and expenses, including attorney's fees, incurred by the City, including but not limited to, all cost in the City's defense of its actions in any proceeding brought in any State or Federal Court challenging the City's actions with respect to the proposed tree removal.

PAID
MAR 14 2017
CITY OF MENLO PARK

Incomplete applications will not be processed.

Signature of property owner authorizing access and inspection of tree in his/her absence.

Ashley Eikenberry Date: 3/7/17

PLEASE DO NOT WRITE BELOW THIS LINE

PERMIT APPROVED ☐ **PERMIT DENIED** ☒

TIMING OF REMOVAL
☐ Upon receipt of this approved permit
☐ After applying for a Building Permit for associated construction

TIMING OF REPLANTING
☐ Within 30 days of Heritage Tree removal
☐ Prior to final building inspection of associated construction

Staff Signature: Christian R. Bonner Date: 6/7/17

Print name and title: Christian Bonner, City Arborist

The tree in our front yard continues to drop limbs causing safety issues for children and parents on their way to and home from Oak Knoll school, numerous times during the day.

A very large branch fell from the tree and was in fact hanging from the tree. This was after we had had the tree trimmed last year. We had additional trimming done this year and yet it is still dropping branches.

Often branches fall during the day. One fell in the midst of one of our elderly neighbor's walks. He has also expressed concern over the tree.

We have done our part to maintain this tree over the past 10 years but it continues to lose branches and despite having it trimmed to code it is not safe.

We will happily replace the tree with another tree on the approved list.

Thank you,

-Ashley & Scott Eikenberry

Advanced Tree Care

P.O. Box 5326, Redwood City, CA 94063 *650 839 9539*

Ashley and Scott Eikenberry,
1810 Bay Laurel Dr.,
Menlo Park, CA 94025

March 4, 2017

Site: 1810 Bay Laurel Dr, Menlo Park

Dear Ashley and Scott,

Re: Deodar cedar at front of the property

I took a look at the deodar cedar in front and have the following observations and summary.

Observations

The tree is located at the front of the property on the right side of the house. The tree is approximately 20 feet from the house and also grows over the street. The tree can be seen in the attached photos.

Genus and species: *Cedrus deodara*
Common name: Deodar cedar
Diameter at Standard Height: 45.8"
Height: 80 feet

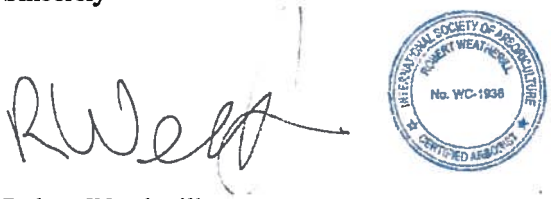
The tree is in fair health and condition. It has been well maintained but despite maintenance, branches continue to fall from the tree. Photo 2. The canopy is healthy and there are no signs of disease or insect infestation. The tree has poor structure with many co-dominant trunks and long heavy branches.

Summary

The tree has been well maintained, however branches have continued to fall from the tree. The tree is located on a busy school street where there is a lot of pedestrian traffic as well as parked cars under the tree during school periods. Since recent maintenance has failed to prevent the tree from dropping limbs and a falling limb may land on a car or pedestrian, I recommend that this tree be removed.

If you have any questions or I can be of further assistance, please don't hesitate to call.

Sincerely



Robert Weatherill
Certified Arborist WE 1936a

Advanced Tree Care

P.O. Box 5326, Redwood City, CA 94063 *650 839 9539*

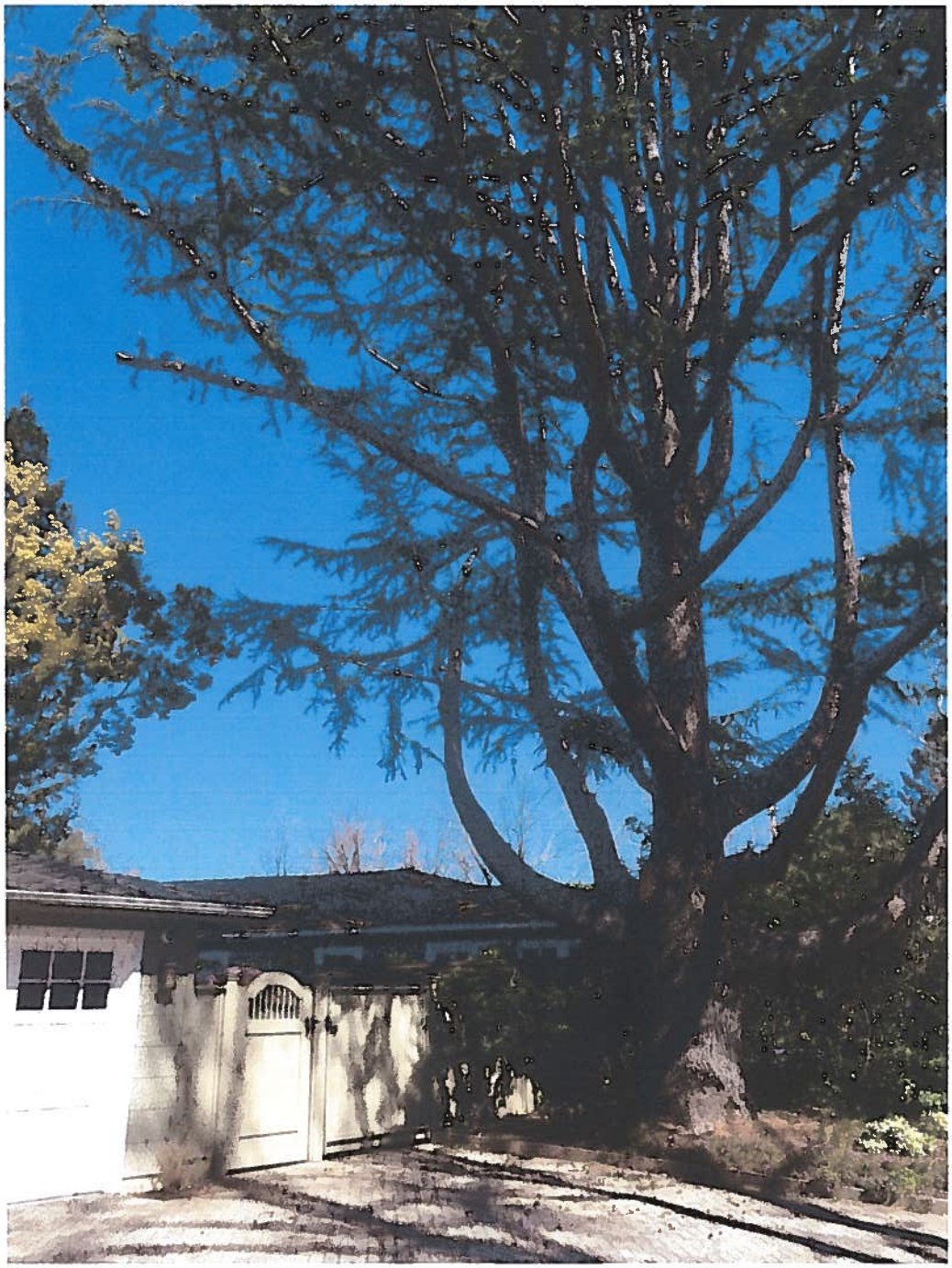


Photo 1: Deodar cedar at the front of the house

Advanced Tree Care
P.O. Box 5326, Redwood City, CA 94063 *650 839 9539*

Photo 2: Recent fallen limb on house

From: Ashley Eikenberry
To: Bonner, Christian R
Subject: Re: Tree Removal Permit
Date: Tuesday, April 25, 2017 12:45:44 PM

Christian-

Another branch fell from the tree. It wasn't huge but at this time I want to pursue the removal. I'm not going to have an additional inspector come out. If you deny my request what is the appeal process and what do I need to do?
Thank you,
Ashley

> On Mar 27, 2017, at 2:26 PM, Ashley Eikenberry <ashley@eikenberry.org> wrote:
>
> Yes please contact the arborist who did the report. I regret not having taken photos over the last few months because we actually had several very large branches fall/break off. One actually came crashing down while our elderly neighbor was on his walk, quite scary.
>
> This happened after we had the tree trimmed. I did take one photo of a recent limb that fell a few weeks ago. I included that in the report.
>
> Thanks Christian,
> Ashley
>
>> On Mar 27, 2017, at 10:45 AM, Bonner, Christian R <crbonner@menlopark.org> wrote:
>>
>> Hi Ashley, I have inspected the cedar Heritage Tree located at 1810 Bay Laurel Drive and determined that the tree is not a high-risk. No permit decision has been made at this time. I contacted your project arborist to request additional information. I we'll hold off on taking action on the permit until I have heard back from him.
>>
>>
>>
>> Christian Bonner
>> City Arborist
>> ISA Board Certified Master Arborist WE6064
>> City of Menlo Park
>> (650) 330 - 6793
>>
>> Sent from my Verizon, Samsung Galaxy smartphone
>>
>>
>>
>> -------- Original message --------
>> From: Ashley Eikenberry <ashley@eikenberry.org>
>> Date: 3/27/17 8:39 AM (GMT-08:00)
>> To: "Bonner, Christian R" <crbonner@menlopark.org>
>> Subject: Tree Removal Permit
>>
>> Christian-
>>
>> Any update on my tree removal application?
>> Address is 1810 Bay Laurel drive.
>>
>> Thanks,
>> Ashley

CITY OF MENLO PARK

June 7, 2017

Ashley Scott Eikenberry
1810 Bay Laurel Dr.
Menlo Park, CA 94025

Subject: Application to remove one (1) deodar cedar Heritage Tree at 1810 Bay Laurel Dr.

Dear Ashley Scott Eikenberry,

This letter is to inform you that the City has received and reviewed the application for a permit to remove a deodar cedar Heritage Tree at 1810 Bay Laurel Dr. The application for removal has been denied. The tree is healthy and in good condition with a low risk rating. Concerns regarding potential risk can be addressed with routine maintenance in accordance with International Society of Arboriculture Best Management Practices and the City of Menlo Park Heritage Tree Ordinance.

You, or any member of the public, may appeal this decision to the Environmental Quality Commission by submitting a request in writing, within 15 days of the date of this letter. A fee of $200 per tree shall be due at the time of appeal. For further information regarding the City's action on this Heritage Tree removal request or the appeal process, please feel free to contact the Environmental Programs Specialist, Vanessa Marcadejas at (650) 330-6768.

Sincerely,

Christian Bonner
City Arborist
Public Works Department

Cc: Vanessa Marcadejas, Environmental Programs Specialist

City of Menlo Park Public Works
701 Laurel Street
Menlo Park, CA 94025

City Clerk's Office
City of Menlo Park

June 14, 2017

Dear City of Menlo Park,

I appeal the city's decision to deny my tree removal permit.

I would like to remove the deodar cedar in my front yard at 1810 Bay Laurel Drive, Menlo Park. This tree continues to lose limbs despite trimming and is a danger to my neighbors, children going to school and pedestrians.

Thank you,

Ashley Eikenberry
Homeowner

1810 Bay Laurel Drive

ATTACHMENT F

STAFF REPORT

Environmental Quality Commission
Meeting Date: **7/26/2017**
Staff Report Number: **17-014-EQC**

Regular Business: **Review and provide a recommendation on heritage tree removal permits for the Stanford University Middle Plaza at 500 El Camino Real project (300-550 El Camino Real)**

Recommendation

Staff recommends that the Environmental Quality Commission review and provide a recommendation to the City Council on 19 heritage tree removal permits associated with the proposal by Stanford University to develop a mixed-use (residential, office and retail uses) project on a 8.4-acre site at 300-550 El Camino Real. The project is known as "Middle Plaza at 500 El Camino Real."

Policy Issues

Each heritage tree permit request is considered individually with regard to the heritage tree ordinance requirements.

Background

Stanford University ("Stanford") is proposing to redevelop an 8.4-acre site at 300-550 El Camino Real with a mixed-use development. A location map is included as Attachment A. The current conditions consist of former car dealership buildings and an extensive amount of paving, with limited vegetation. The project would demolish the existing structures on the site and construct up to 458,967 square feet of mixed uses, and would meet the allowable floor area ratio under the Specific Plan's base-level development standards. The proposed development would include approximately 10,000 square feet of retail uses, approximately 143,226 square feet of nonmedical office uses, and 215 residential units that would comprise approximately 305,130 square feet. The project would include the construction of one mixed-use retail and office building (Office Building 1), two office buildings (Office Buildings 2 and 3), four residential buildings (Residential Buildings A, B and C, two of which together constitute Building A), and a publicly-accessible plaza at Middle Avenue (Middle Plaza) that would be approximately 120 feet wide and approximately 0.5 acre in size. The project would provide approximately 930 parking spaces within underground parking garages and surface parking. Excerpts of the project plans are included for reference as Attachment B. The project requires Planning Commission review/recommendation and City Council action.

Analysis

The Environmental Quality Commission is being asked to provide a recommendation on the proposed heritage tree removals, for the consideration of the Planning Commission and City Council. The City Council will consider and make all discretionary actions associated with the project, including the proposed heritage tree removals.

The applicant has submitted an arborist report, an addendum report and an advanced tree inspection report, all prepared by HortScience Inc. (Attachment C), evaluating all trees on and near the subject property, including 40 heritage trees. The addendum report and the advanced tree inspection report reflect updates and clarifications that were requested by City staff.

Three heritage trees (trees #6, #7, and #8) along the driveway for the Stanford Park Hotel, west of proposed Office Building 3, would be preserved, and one heritage Canary Island date palm (tree #9), located on the east side of the driveway, would be transplanted northward to avoid adverse impacts from the development of Office Building 3. All of the other on-site trees are proposed for removal due to the extensive nature of the development, including two underground parking garages that span much of the project site.

Two London plane street trees along El Camino Real (trees #23 and #24) are shown on the submitted plans as proposed for removal to accommodate a new driveway and curb improvements between the residential buildings and Office Building 2, across El Camino Real from Partridge Avenue. A third London plane street tree (tree #65) is proposed for removal for a new driveway between the plaza and the residential buildings. All three of these street trees are non-heritage in size. While tree #65 is rated as only moderately suitable for preservation by the project arborist, trees #23 and #24 are rated as highly suitable for preservation. Since submittal of the plans, the applicant has indicated that tree #23 could be retained as part of the proposed project. As discussed later in this report, staff will work with the project arborist, before the Planning Commission and City Council hearings, to identify additional street tree planting locations along El Camino Real so there is no net loss in the number of street trees.

Municipal Code requirements

Section 13.24.040 of Menlo Park's Heritage Tree Ordinance, requires consideration of the following eight factors when determining whether there is good cause for permitting removal of a heritage tree:

1. The condition of the tree or trees with respect to disease, danger of falling, proximity to existing or proposed structures and interference with utility services;

2. The necessity to remove the tree or trees in order to construct proposed improvements to the property;

3. The topography of the land and the effect of the removal of the tree on erosion, soil retention and diversion or increased flow of surface waters;

4. The long-term value of the species under consideration, particularly life span and growth rate;

5. The ecological value of the tree or group of trees, such as food, nesting, habitat, protection and shade for wildlife or other plant species;

6. The number, size, species, age distribution and location of existing trees in the area and the effect the removal would have upon shade, privacy impact and scenic beauty;

7. The number of trees the particular parcel can adequately support according to good arboricultural practices;

8. The availability of reasonable and feasible alternatives that would allow for the preservation of the tree(s).

City arborist review

The city arborist has reviewed the applicant's arborist report, the addendum report and the advanced tree inspection, conducted a site visit to independently evaluate the health and condition of the heritage trees proposed for removal, and provided recommendations. This evaluation is included as Attachment D.

The city arborist recommends approval of the requested heritage tree removals in recognition of factors No.1 (tree condition/health) and No.4 (long-term species value). In addition to the previously noted conflicts with the proposed comprehensive redevelopment of this site, which includes the construction of a publicly-accessible plaza, many of the heritage trees on the project site are in fair to poor condition due to the extensive paving of the site and a lack of adequate rooting space.

In contrast, street trees adjacent to the project site were generally in good condition with a few individual trees in fair condition. The city arborist recommends preserving the two London plane street trees (trees #23 and #24) shown as proposed for removal on the submitted plans, or if preservation is not possible, for the project arborist to work with City staff to identify additional street tree planting locations to avoid a net loss in the number of street trees on El Camino Real. As discussed previously, since submittal of the plans, the applicant has indicated that tree #23 could be retained as part of the project. It should also be noted that the Specific Plan requires a 60-foot building break aligned with Partridge Avenue, on the west side of El Camino Real, making this an ideal location for a driveway. Staff will work with the project arborist, before the Planning Commission and City Council hearings, to identify additional street tree planting locations, either in front of the subject property or at other locations along El Camino Real, so there is no net loss in the number of street trees.

Heritage tree replacements

The City has a heritage tree replacement guideline for commercial/mixed-use projects to replace trees at a 2:1 level and to provide one replacement tree for transplanted heritage trees. The replacements have to be of a type that can grow to heritage-size. The applicant is proposing to provide 40 heritage tree replacements to compensate for the loss of the 18 heritage trees and the relocation of one heritage tree (tree #9), which would exceed the replacement requirement of 37 trees. The proposed replacements include 20 coast live oaks, 9 cork oaks, 6 gingko trees and 5 London plane trees. The replacement trees would thus predominantly emphasize California native oaks (72.5 percent), at larger box sizes (mostly 24-inch, with one 36-inch box, one 48-inch box and 60-inch box). The city arborist has indicated these are acceptable replacement trees.

Additional trees and landscaping would be planted throughout the site. The project would be required to comply with the water efficient landscaping ordinance (WELO).

Conclusion

Staff believes that the proposed removals would meet the heritage tree ordinance factors No. 1 (tree condition/health) and No. 4 (long-term species value). Replacement trees would exceed the 2:1 ratio required for projects of this type, and they would predominantly feature California native oaks at larger planting sizes. Staff recommends that the Environmental Quality Commission recommend to the City Council that the proposed 18 heritage tree removals and one heritage tree transplantation be approved in association with the proposed mixed-use project.

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

A Draft Infill Environmental Impact Report has been prepared for the project. The public comment period for the Draft EIR closed April 13, 2017, and staff and the City's CEQA consultant have since been working on responses to comments. Once the responses and revisions are complete, the Final EIR will be released, consisting of Responses to Comments plus the Draft EIR. The Final EIR will be considered by the Planning Commission and City Council concurrent with 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 a courtesy notification by mail of owners and occupants within a 300-foot radius of the subject property.

Attachments

A. Location map
B. Project plan excerpts
C. Arborist report, addendum report and advanced tree inspection
D. Memorandum from City Arborist Christian Bonner

Report prepared by:
Corinna Sandmeier, Associate Planner

Report reviewed by:
Mark Muenzer, Assistant Community Development Director

ATTACHMENT A

CITY OF MENLO PARK

LOCATION MAP

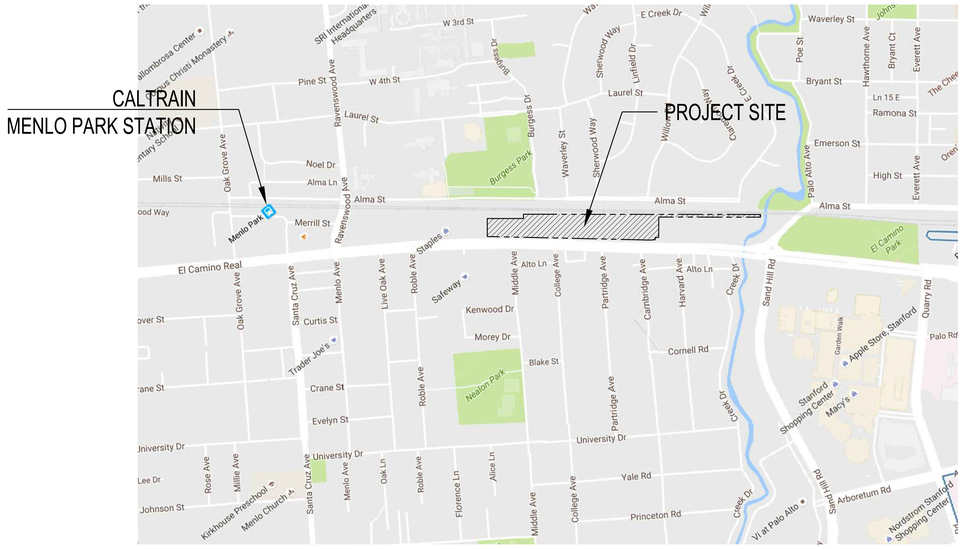
MIDDLE PLAZA AT 500 EL CAMINO REAL

DRAWN: TAS CHECKED: CDS DATE: 7/26/17 SCALE: 1" = 300' SHEET: 1

MIDDLE PLAZA at 500 EL CAMINO REAL

MENLO PARK, CALIFORNIA
DEVELOPMENT PERMIT APPLICATION RESUBMITTAL
JULY 14, 2017

STANFORD
UNIVERSITY



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MIDDLE PLAZA at 500 El CAMINO REAL

Menlo Park, California

DES ARCHITECTS ENGINEERS

VICINITY MAP

05/20/2016 04/24/2017
07/18/2016 07/14/2017
11/18/2016

G4

TO BELOW GRADE

AT GRADE

PROJECT NORTH

0' 20' 40' 80'

SCALE: 1" = 40'-0"

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MIDDLE PLAZA at 500 El CAMINO REAL

Menlo Park, California

DES ARCHITECTS ENGINEERS

MASTER PLAN AND ADDRESSING

05/20/2016 02/24/2017
07/18/2016 05/19/2017
11/18/2016 07/14/2017

G5

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MIDDLE PLAZA at 500 El CAMINO REAL

Menlo Park, California

DES ARCHITECTS ENGINEERS

PERSPECTIVE VIEW- MIDDLE PLAZA

11/18/2016 07/14/2017
02/24/2017
05/19/2017

E1

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MIDDLE PLAZA at 500 El CAMINO REAL

Menlo Park, California

DES ARCHITECTS ENGINEERS

PERSPECTIVE VIEW- RESIDENCE ALONG EL CAMINO REAL

11/18/2016 07/14/2017
02/24/2017
05/19/2017

E2

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MIDDLE PLAZA at 500 El CAMINO REAL

Menlo Park, California

DES ARCHITECTS ENGINEERS

PERSPECTIVE VIEW- RESIDENTIAL ENTRY

11/18/2016 07/14/2017
02/24/2017
05/19/2017

E3

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MIDDLE PLAZA at 500 El CAMINO REAL

Menlo Park, California

DES ARCHITECTS ENGINEERS

PERSPECTIVE VIEW- OFFICE BUILDING 3

11/18/2016 07/14/2017
02/24/2017
05/19/2017

E4

ATTACHMENT B

SHEET INDEX

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MIDDLE PLAZA at 500 El CAMINO REAL

Menlo Park, California

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North

Scale: 1" = 40'-0"
0 20 40 80

Overall Landscape Plan

07/14/2017

L1.0

ATTACHMENT B


Lagerstroemia 'Tuscarora'


Quercus virginiana


Quercus lobata


Lagerstroemia 'Muskogee'


Platanus a. 'Colombia'


Acer palmatum 'Bloodgood'


Phoenix roebelenii


Quercus agrifolia


Chionanthus retusus


Ginkgo biloba


Platanus rosemosa


Pyrus c 'Aristocrat'


Pinus thunbergiana


Arbutus 'Marina'


Podocarpus gracilior


Leucospermum reflexum


Rosa 'Iceberg'

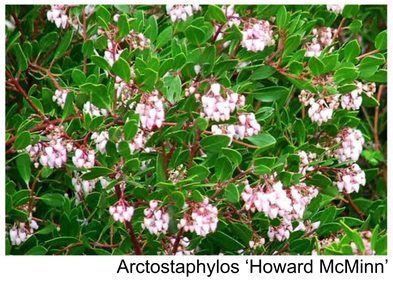

Asparagus desiflorus


Strelitzia reginae


Cycas revoluta


Cypressus semperviren 'Stricta'


Philodendron xanadu 'Winterbourn'


Arctostaphylos 'Howard McMinn'


Calibrachoa 'Million Bells'


Romney coulteri


Acadia cognata


Rosa 'St Joseph Coat'


Hypericum moserianum


Stipa tenacissima

Camellia sasanqua 'Cleopatra'


Campanula poscharskyana


Anigozanthos

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Planting Images
07/14/2017

L1.9

ATTACHMENT B

CALTRAIN

BIG 5 PARKING LOT

OFFICE/RETAIL
BUILDING 1

BIG 5 SITE

EL CAMINO REAL

3 - GIN BIL (M)
36" BOX

Stormwater Treatment Area, S.C.D.

1 - QUE SUB (M)
60" BOX

14 - CUP SEM
36" BOX

3 - QUE AGR (M)
24" BOX
HERITAGE MITIGATION
TREES, TYP.

1 - ARB MAR
36" BOX

2 -SYA ROM
7', 10', 13' BTH

1 - OLE EUR
60" BOX MULTI-TRUNK

10 -PHO ROB
3', 5', 7' BTH

Seasonal Color
Planting Display

4 - QUE VIR
48" BOX

MATCHLINE-SEE SHEET L-3.2

Stormwater Treatment Area, S.C.D.

See Sheet L-4.2 for Plant Palette

2 - PLA COL (M)
36" BOX

3 - QUE VIR
60" BOX

4 -TRA FOR
5' BTH

8 - LAG TUS
24" BOX

Existing London Plane Street
Trees to Remain, Typ.

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MIDDLE PLAZA at 500 El CAMINO REAL

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Key Sheet

North

Scale: 1" = 10'-0"
0 5 10 20

Schematic Planting Plan
07/14/2017

L3.1

ATTACHMENT B

CALTRAIN

See Sheet L-4.2 for Plant Palette

RESIDENTIAL BUILDING A

RESIDENTIAL BUILDING A

EL CAMINO REAL

MATCHLINE-SEE SHEET L-3.1

MATCHLINE-SEE SHEET L-3.3

Stormwater Treatment Area, S.C.D.

Living Wall

WINDMILL PALM

Existing London Plane Street Trees to Remain, Typ.

8 - LAG TUS 24" BOX

14 - CUP SEM 36" BOX

3 - GIN BIL (M) 36" BOX

7 - QUE AGR (M) 24" BOX HERITAGE MITIGATION TREES, TYP.

2 - POD GRA 24" BOX

1 - POD GRA 24" BOX

3 - ACE PAL 36" BOX

1 - ACE PAL 36" BOX

1 - ARB MAR 36" BOX

2 - LYO FLO 24" BOX

1 - PIN THU 36" BOX

1 - POD GRA 24" BOX

5 - CHI RET 36" BOX

1 -PIN THU 36" BOX

1 -POD GRA 24" BOX

1 - POD GRA 36" BOX

1 - POD GRA 24" BOX

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Key Sheet

L3.1 L3.2 L3.3 L3.4 L3.5 L3.6

North

Scale: 1" = 10'-0"
0 5 10 20

Schematic Layout Plan
07/14/2017

L3.2

ATTACHMENT B

RESIDENTIAL BUILDING B

RESIDENTIAL BUILDING B

RESIDENTIAL BUILDING B

See Sheet L-4.2 for Plant Palette

EL CAMINO REAL

Existing London Plane Street Trees to Remain, Typ.

Existing London Plane Street Trees to Remain, Typ.

Stormwater Treatment Area, S.C.D.

Exhaust Duct

Living Wall

MATCHLINE-SEE SHEET L-3.2

MATCHLINE-SEE SHEET L-3.4

MIDDLE PLAZA at 500 El CAMINO REAL

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Key Sheet

North

Scale: 1" = 10'-0"

Schematic Planting Plan
07/14/2017

L3.3

ATTACHMENT B

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Key Sheet: L3.1, L3.2, L3.3, L3.4, L3.5, L3.6

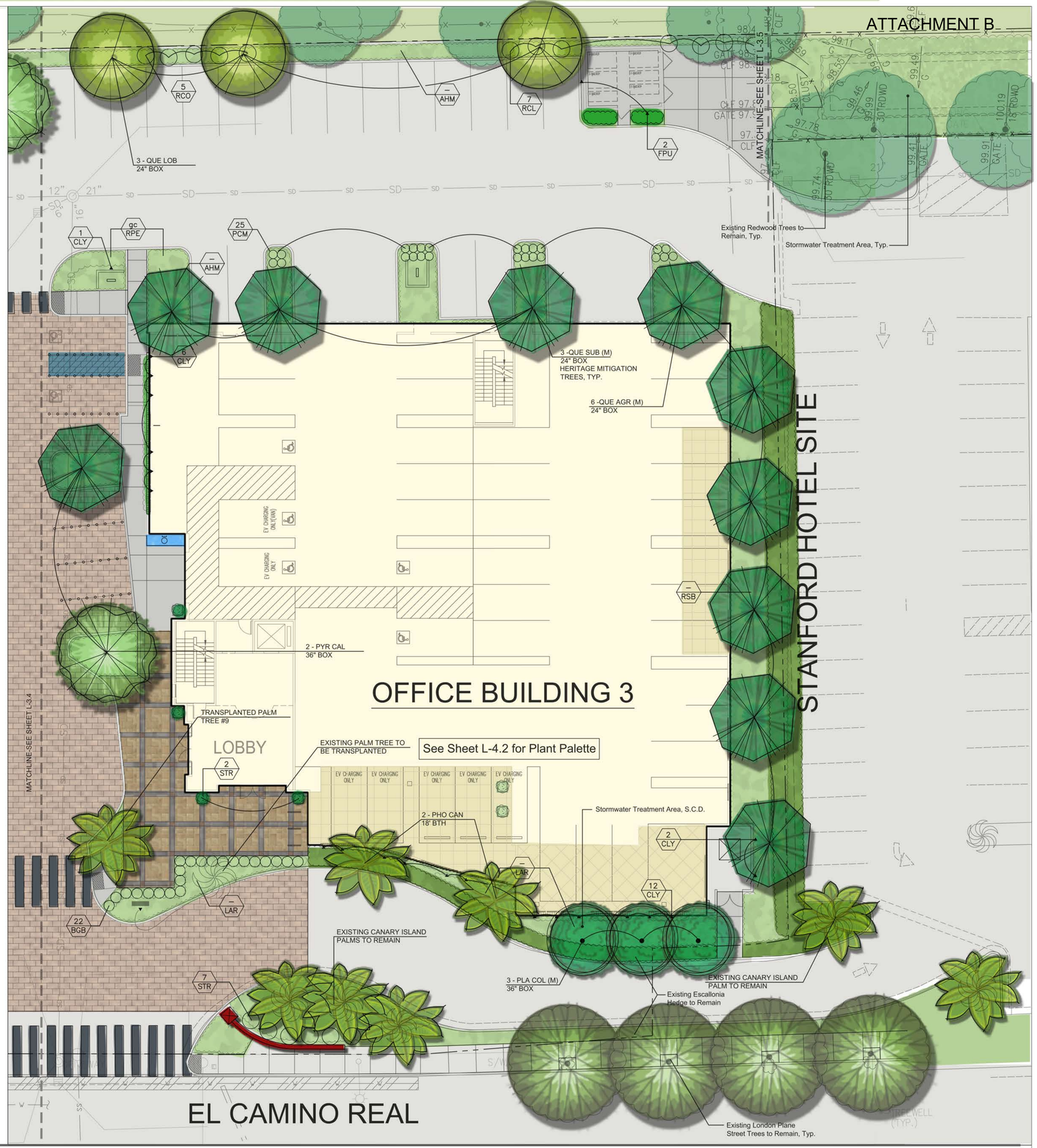
North

Scale: 1" = 10'-0" (0, 5, 10, 20)

Schematic Planting Plan

07/14/2017

L3.4



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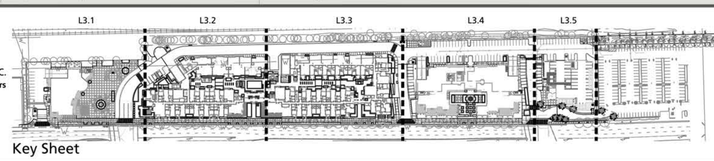

Key Sheet

North

Scale: 1" = 10'-0"
0 5 10 20

Schematic Planting Plan
07/14/2017

L3.5

ATTACHMENT B

CALTRAIN

MATCHLINE-SEE SHEET L-3.5

MATCHLINE-SEE BELOW

STANFORD HOTEL SITE

See Sheet L-4.2 for Plant Palette

Existing Redwood Trees to Remain, Typ.

Stormwater Treatment Area, Typ.

Bio-Treatment Planters, S.C.D.

Existing Redwood Trees to Remain, Typ.

Existing Redwood Trees to Remain, Typ.

CHAINLINK FENCE

CALTRAIN

MATCHLINE-SEE ABOVE

MATCHLINE-SEE BELOW

STANFORD HOTEL SITE

See Sheet L-4.2 for Plant Palette

Existing Trees to Remain, Typ.

Bio-Treatment Planters, S.C.D.

Existing Trees to Remain, Typ.

CHAINLINK FENCE

POST MARKER

CALTRAIN

MATCHLINE-SEE ABOVE

STANFORD HOTEL SITE

See Sheet L-4.2 for Plant Palette

Bio-Treatment Planters, S.C.D.

MIDDLE PLAZA at 500 El CAMINO REAL

Menlo Park, California

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Key Sheet

North

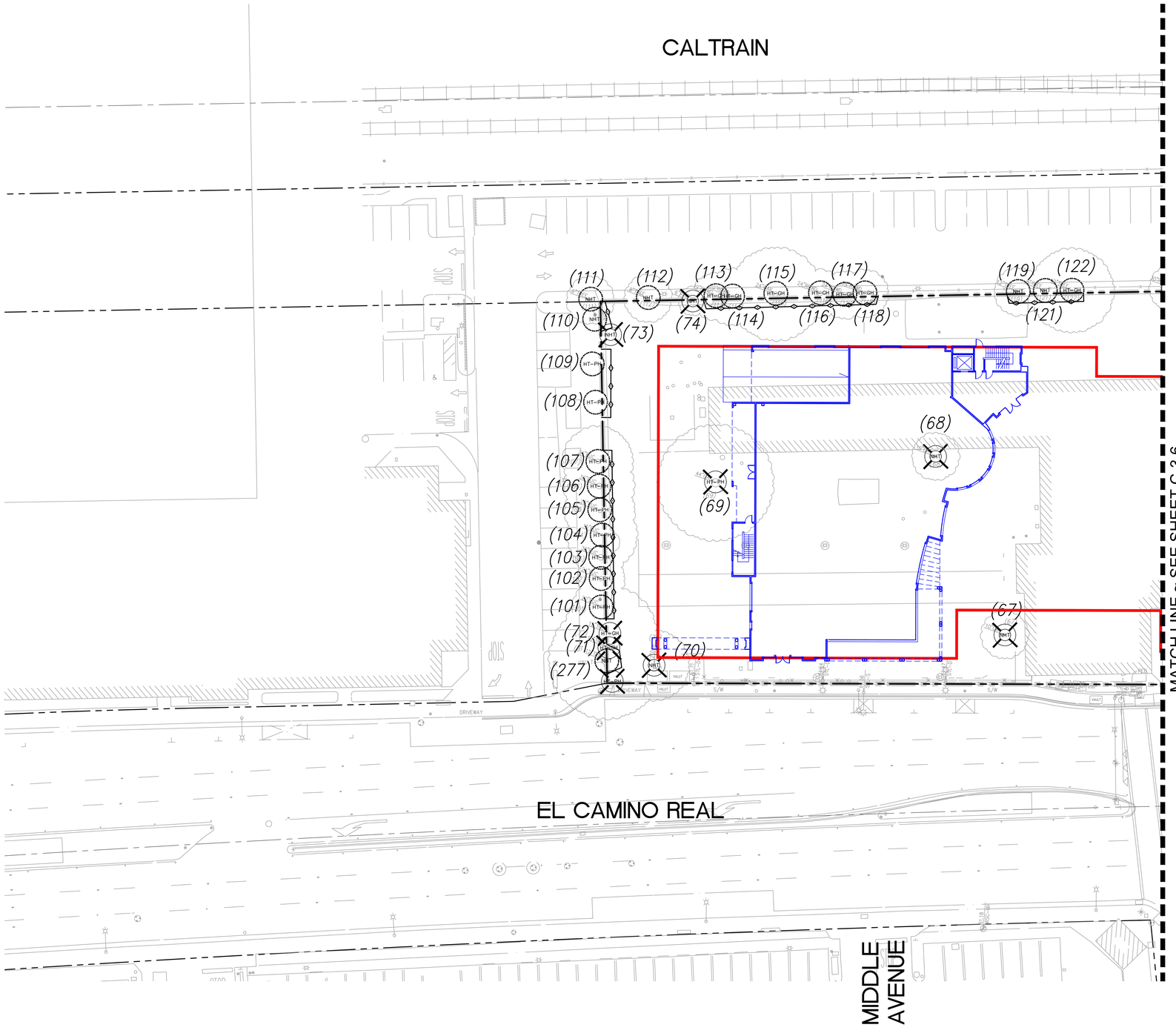
Scale: 1" = 10'-0"

0 5 10 20

Schematic Planting Plan

07/14/2017

L3.6



LEGEND

- HERITAGE TREE IN GOOD HEALTH TO BE PROTECTED
- HERITAGE TREE IN POOR HEALTH TO BE PROTECTED
- NON-HERITAGE TREE TO BE PROTECTED
- STREET TREE TO BE PROTECTED
- HERITAGE TREE IN GOOD HEALTH TO BE REMOVED
- HERITAGE TREE IN POOR HEALTH TO BE REMOVED
- NON-HERITAGE TREE TO BE REMOVED
- STREET TREE TO BE REMOVED
- TREE PROTECTION FENCING

NOTES:

TREE CONDITION RATINGS AND DIAMETERS ARE BASED ON THE TREE INVENTORY AND ASSESSMENT REPORT (HORTSCIENCE, INC. DATED APRIL 7, 2015.) ONLY TREES TO BE REMOVED WHICH MEET THE DESCRIPTION OF 'HERITAGE TREE' PER THE CITY OF MENLO PARK HERITAGE TREE ORDINANCE AND EXISTING STREET TREES TO BE REMOVED OR REMAIN ARE SHOWN ON THIS PLAN. EXISTING TREES TO BE REMOVED THAT ARE BELOW THE SIZE THRESHOLD ARE NOT INCLUDED.

REMOVAL OF HERITAGE TREES REQUIRES AN APPLICATION OF THE CITY ARBORIST.

TREES ALONG THE CALTRAIN RIGHT-OF-WAY WILL NOT BE INCLUDED IN THE ARBORIST REPORT.

TREE REPLACEMENT:

THE TOTAL HERITAGE TREES REMOVAL: 19
REQUIRED PLACEMENT TREES (2:1 RATIO): 38
TOTAL PROPOSED TREES: 153
DESIGNATED HERITAGE REPLACEMENT TREE: 43 PROVIDED (4-60" BOX SPECIMENS, 1-48" BOX, 13-36" BOX, 25-24" BOX, 15 GALLON MINIMUM, 40' MIN MATURE HEIGHT)

SEE PLANT PALETTE ON L-4.2 FOR DESIGNATED HERITAGE REPLACEMENT TREES.

TREE PROTECTION:

1. PRIOR TO BEGINNING CONSTRUCTION ON SITE, CONTRACTOR SHALL IDENTIFY AND PROTECT EXISTING TREES AND PLANTS DESIGNATED AS TO REMAIN.
2. PROTECT EXISTING TREES TO REMAIN FROM SPILLED CHEMICALS, FUEL OIL, MOTOR OIL, GASOLINE AND ALL OTHER CHEMICALLY INJURIOUS MATERIAL; AS WELL AS FROM PUDDLING OR CONTINUOUSLY RUNNING WATER. SHOULD A SPILL OCCUR, STOP WORK IN THAT AREA AND CONTACT THE CITY'S ENGINEER/INSPECTOR IMMEDIATELY. CONTRACTOR SHALL BE RESPONSIBLE TO MITIGATE DAMAGE FROM SPILLED MATERIAL AS WELL AS MATERIAL CLEAN UP.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR ONGOING MAINTENANCE OF ALL TREES DESIGNATED TO REMAIN AND FOR MAINTENANCE OF RELOCATED TREES STOCKPILED DURING CONSTRUCTION. CONTRACTOR WILL BE REQUIRED TO REPLACE TREES THAT DIE DUE TO LACK OF MAINTENANCE.
4. REFER TO LANDSCAPE PLANS, SPECIFICATIONS OR ARBORIST REPORT FOR TREE PROTECTION REQUIREMENTS AND MEASURES.
5. UTILITIES ARE SHOWN NEAR OFF SITE TREES #101-127. KEEP ALL TRENCHING AT LEAST 15' AWAY FROM THE OFF-SITE HERITAGE TREES IF THEY ARE TO BE PRESERVED. DEMOLITION AND CONSTRUCTION IMPACTS TO THESE AND THE STREET TREES ARE GOING TO BE INTENSE. SPECIAL PROTECTION AND WORK PROCEDURES WILL BE REQUIRED TO PRESERVE THOSE TREES.

TREE DISPOSITION TABLE

HERITAGE TREES TO BE REMOVED (19 TOTAL)

TREE #	TREE SPECIES	SIZE (IN)	Condition 1=poor 5=excellent
9	Canary Island Palm	27	3
12	Hollywood Juniper	11, 6, 5, 3	3
25	Coast Live Oak	5, 4, 2, 2, 2	3
27	Holly Oak	10, 8	3
48	Italian Stone Pine	36	2
49	Italian Stone Pine	36	3
59	Italian Stone Pine	26	3
69	Valley Oak	44	2
71	Tree of Heaven	23	3
72	Tree of Heaven	15	3
78	Coast Live Oak	11	3
79	Coast Live Oak	8, 6	2
80	Silver Dollar Gum	6, 5, 4	3
81	Silver Dollar Gum	10, 10	2
82	Silver Dollar Gum	9, 7, 7, 5	2
84	Silver Dollar Gum	26	3
86	Silver Dollar Gum	32	2
276	Coast Live Oak	14	3
277	Tree of Heaven	15	2

*NOTES FOR HERITAGE TREES TO BE REMOVED TABLE AS SHOWN ABOVE
ANY HERITAGE TREES WITH CONDITIONS 1 & 2 ARE CONSIDERED IN POOR HEALTH
ANY HERITAGE TREES WITH CONDITIONS 3, 4 & 5 ARE CONSIDERED IN GOOD HEALTH

NON-PROTECTED TREES TO BE REMOVED (13 TOTAL)

TREE #	TREE SPECIES	SIZE (IN)	Condition 1=poor 5=excellent
26	Coast Live Oak	3, 3	3
29	Wilson Holly	6	3
30	Wilson Holly	6	3
31	Coast Live Oak	6	3
32	Wilson Holly	7	3
60	Holly Oak	4, 4	3
66	Holly Oak	11	3
67	Holly Oak	10	2
68	Holly Oak	12	3
70	Holly Oak	13	3
73	Coast Live Oak	6	2
74	Italian Stone Pine	9	3
83	Silver Dollar Gum	6, 6	2

STREET TREES TO BE REMOVED (3 TOTAL)

TREE #	TREE SPECIES	SIZE (IN)	Condition 1=poor 5=excellent
23	London Plane	8	4
24	London Plane	9	4
65	London Plane	3	3

STANFORD UNIVERSITY

MIDDLE PLAZA at 500 El CAMINO REAL

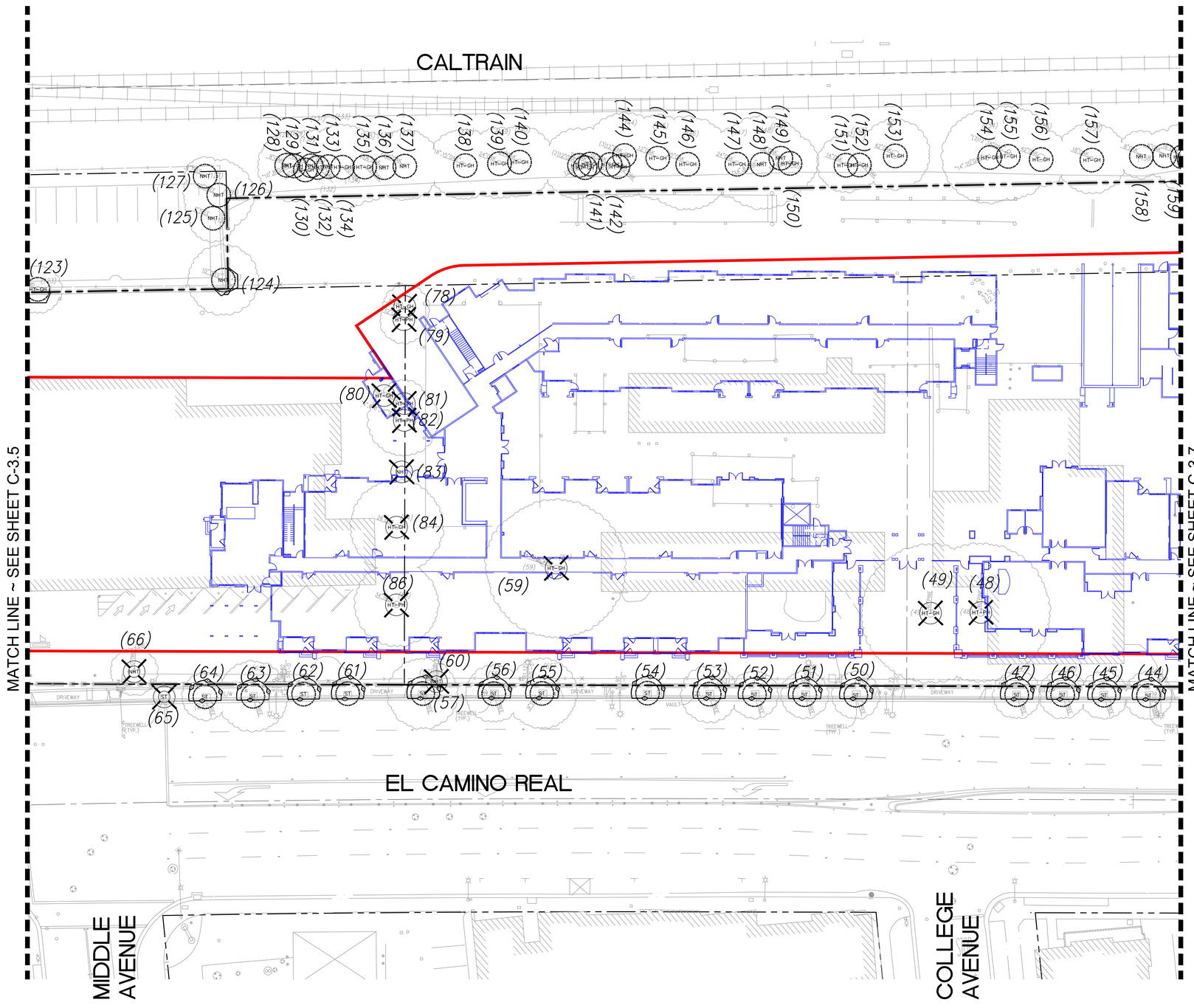
Menlo Park, California

SANDIS
CIVIL ENGINEERS
SURVEYORS | PLANNERS
1700 S. Winchester Blvd, Suite 200, Campbell, CA 95008
P. 408.636.0900 F. 408.636.0999 www.sandis.net
SILICON VALLEY TRI-VALLEY CENTRAL VALLEY
SACRAMENTO EAST BAY/ SF

GRAPHIC SCALE
0 20
1 inch = 20 ft.

Tree Disposition Plan
07/14/2017

C-3.5



LEGEND

- HERITAGE TREE IN GOOD HEALTH TO BE PROTECTED
- HERITAGE TREE IN POOR HEALTH TO BE PROTECTED
- NON-HERITAGE TREE TO BE PROTECTED
- STREET TREE TO BE PROTECTED
- HERITAGE TREE IN GOOD HEALTH TO BE REMOVED
- HERITAGE TREE IN POOR HEALTH TO BE REMOVED
- NON-HERITAGE TREE TO BE REMOVED
- STREET TREE TO BE REMOVED
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REMOVAL OF HERITAGE TREES REQUIRES AN APPLICATION OF THE CITY ARBORIST.

TREES ALONG THE CALTRAIN RIGHT-OF-WAY WILL NOT BE INCLUDED IN THE ARBORIST REPORT.

TREE REPLACEMENT:

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SEE PLANT PALETTE ON L-4.2 FOR DESIGNATED HERITAGE REPLACEMENT TREES.

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4. REFER TO LANDSCAPE PLANS, SPECIFICATIONS OR ARBORIST REPORT FOR TREE PROTECTION REQUIREMENTS AND MEASURES.
5. UTILITIES ARE SHOWN NEAR OFF SITE TREES #101-127. KEEP ALL TRENCHING AT LEAST 15' AWAY FROM THE OFF-SITE HERITAGE TREES IF THEY ARE TO BE PRESERVED. DEMOLITION AND CONSTRUCTION IMPACTS TO THESE AND THE STREET TREES ARE GOING TO BE INTENSE. SPECIAL PROTECTION AND WORK PROCEDURES WILL BE REQUIRED TO PRESERVE THOSE TREES.

TREE DISPOSITION TABLE

HERITAGE TREES TO BE REMOVED (19 TOTAL)

TREE #	TREE SPECIES	SIZE (IN)	Condition 1=poor 5=excellent
9	Canary Island Palm	27	3
12	Hollywood Juniper	11, 6, 5, 3	3
25	Coast Live Oak	5, 4, 2, 2, 2	3
27	Holly Oak	10, 8	3
48	Italian Stone Pine	36	2
49	Italian Stone Pine	36	3
59	Italian Stone Pine	26	3
69	Valley Oak	44	2
71	Tree of Heaven	23	3
72	Tree of Heaven	15	3
78	Coast Live Oak	11	3
79	Coast Live Oak	8, 6	2
80	Silver Dollar Gum	6, 5, 4	3
81	Silver Dollar Gum	10, 10	2
82	Silver Dollar Gum	9, 7, 7, 5	2
84	Silver Dollar Gum	26	3
86	Silver Dollar Gum	32	2
276	Coast Live Oak	14	3
277	Tree of Heaven	15	2

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ANY HERITAGE TREES WITH CONDITIONS 1 & 2 ARE CONSIDERED IN POOR HEALTH
ANY HERITAGE TREES WITH CONDITIONS 3, 4 & 5 ARE CONSIDERED IN GOOD HEALTH

NON-PROTECTED TREES TO BE REMOVED (13 TOTAL)

TREE #	TREE SPECIES	SIZE (IN)	Condition 1=poor 5=excellent
26	Coast Live Oak	3, 3	3
29	Wilson Holly	6	3
30	Wilson Holly	6	3
31	Coast Live Oak	6	3
32	Wilson Holly	7	3
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66	Holly Oak	11	3
67	Holly Oak	10	2
68	Holly Oak	12	3
70	Holly Oak	13	3
73	Coast Live Oak	6	2
74	Italian Stone Pine	9	3
83	Silver Dollar Gum	6, 6	2

STREET TREES TO BE REMOVED (3 TOTAL)

TREE #	TREE SPECIES	SIZE (IN)	Condition 1=poor 5=excellent
23	London Plane	8	4
24	London Plane	9	4
65	London Plane	3	3

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GRAPHIC SCALE
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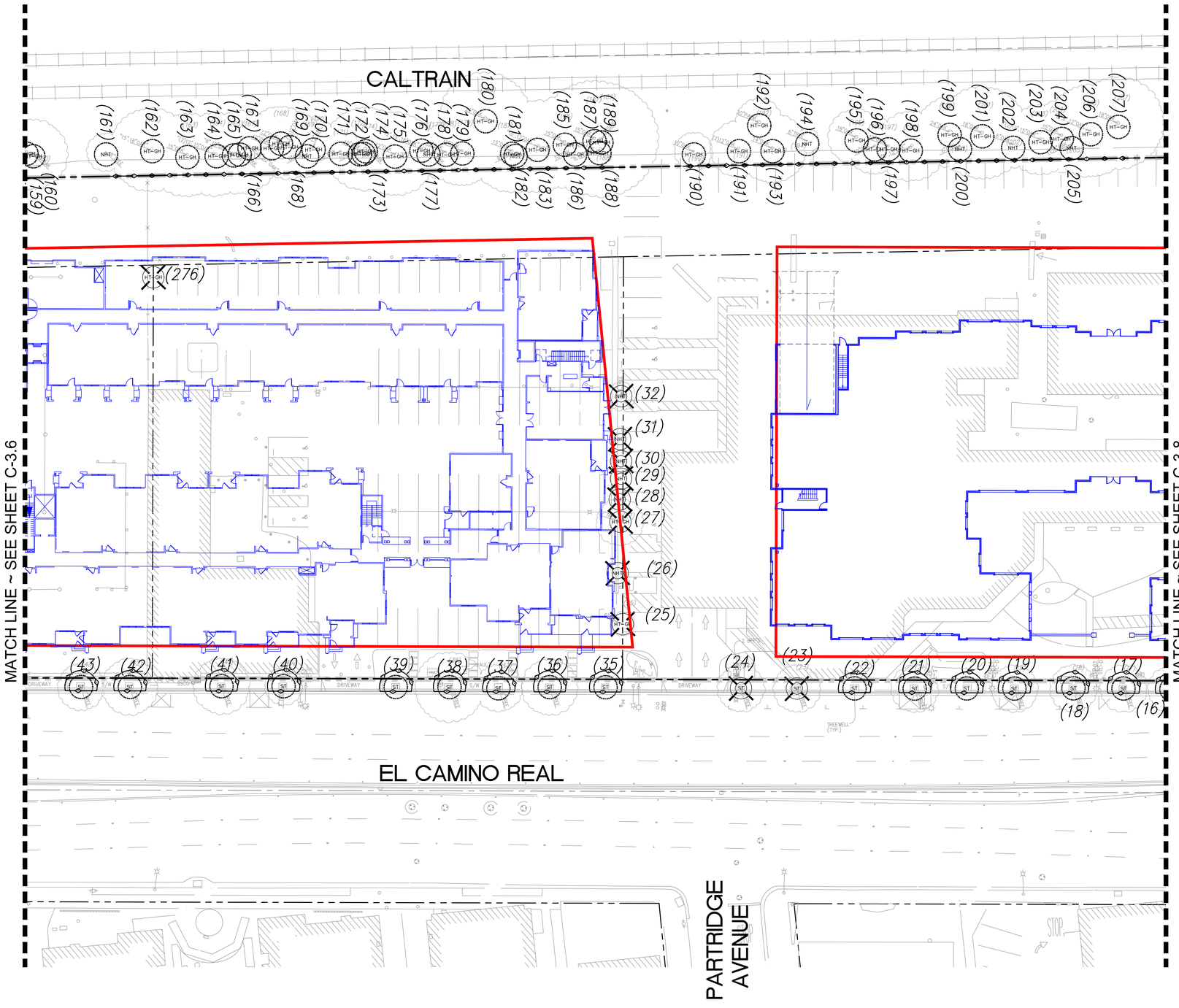
1 inch = 20 ft.

Tree Disposition Plan
07/14/2017

C-3.6



LEGEND

- HERITAGE TREE IN GOOD HEALTH TO BE PROTECTED
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REMOVAL OF HERITAGE TREES REQUIRES AN APPLICATION OF THE CITY ARBORIST.

TREES ALONG THE CALTRAIN RIGHT-OF-WAY WILL NOT BE INCLUDED IN THE ARBORIST REPORT.

TREE REPLACEMENT:

THE TOTAL HERITAGE TREES REMOVAL: 19
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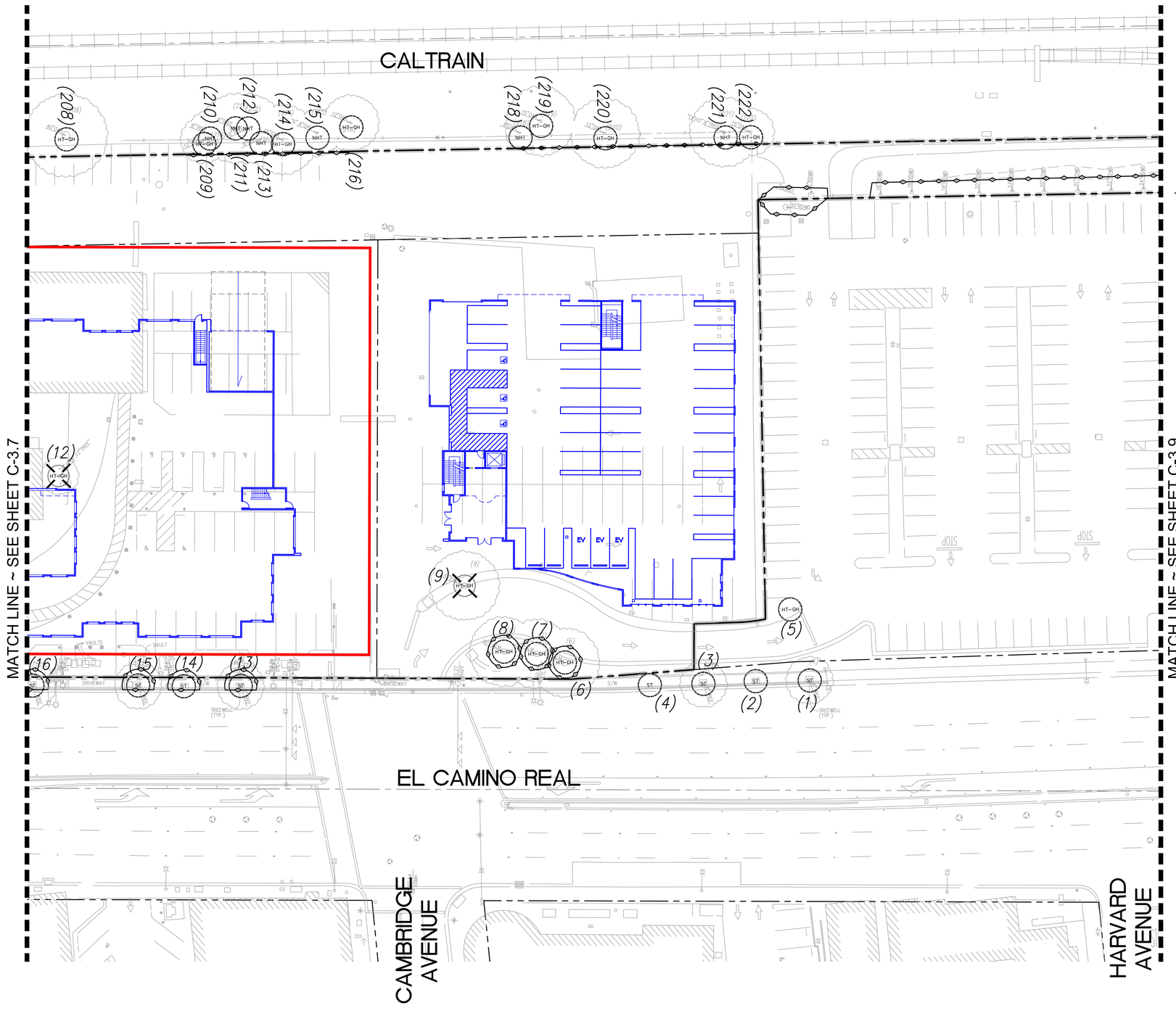
C-3.7



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GRAPHIC SCALE
0 20
1 inch = 20 ft.

Tree Disposition Plan

07/14/2017

C-3.8

Arborist Report

300-550 El Camino Real
Menlo Park, CA

PREPARED FOR
Stanford Real Estate
3160 Porter Dr., Suite 200
Palo Alto, CA 94304

PREPARED BY:
HortScience, Inc.
325 Ray St.
Pleasanton, CA 94566

May 19, 2017

Arborist Report
300-550 El Camino Real
Menlo Park, CA

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Arborist Report
300-550 El Camino Real
Menlo Park, CA

Introduction and Overview

Stanford Real Estate is planning to redevelop properties at 300-550 El Camino Real in Menlo Park, CA. Currently the site is a series of vacant commercial buildings with associated landscapes and parking lots. In 2012 Ray Morneau prepared a Tree Inventory Report for the site. In 2015, HortScience, Inc. updated that report by preparing a Tree Inventory and Assessment Report for the site. Now that project plans have been prepared, an Arborist Report has been prepared using the tree inventory and project site development plans. This report provides the following information:

1. A survey of trees currently growing on the site.
2. An assessment of the impacts of constructing the proposed project on the trees.
3. Recommendations for tree removal and replacement.
4. Guidelines for tree preservation during the design, construction and maintenance phases of development.

Tree Assessment Methods

Trees were assessed on March 20, 2015. The survey included trees 4" in diameter and greater, located within and adjacent to the proposed project area and all street trees. The assessment procedure consisted of the following steps:

1. Identifying the tree as to species;
2. Measuring the trunk diameter at 4.5' above grade. For multi-trunked trees, trunk diameter is measured at the point where the trunks divide. If the multiple trunks arise from ground level, each trunk is measured at 4.5' above grade (per direction of City Arborist).
3. Evaluating the health and structural condition using a scale of 1 – 5:

   5 - A healthy, vigorous tree, reasonably free of signs and symptoms of disease, with good structure and form typical of the species.

   4 - Tree with slight decline in vigor, small amount of twig dieback, minor structural defects that could be corrected.

   3 - Tree with moderate vigor, moderate twig and small branch dieback, thinning of crown, poor leaf color, moderate structural defects that might be mitigated with regular care.

   2 - Tree in decline, epicormic growth, extensive dieback of medium to large branches, significant structural defects that cannot be abated.

   1 - Tree in severe decline, dieback of scaffold branches and/or trunk; most of foliage from epicormics; extensive structural defects that cannot be abated.

4. Rating the suitability for preservation as "high", "moderate" or "low". Suitability for preservation considers the health, age and structural condition of the tree, and its potential to remain an asset to the site for years to come.

   High: Trees with good health and structural stability that have the potential for longevity at the site.

   Moderate: Trees with somewhat declining health and/or structural defects that can be abated with treatment. The tree will require more intense

management and monitoring, and may have shorter life span than those in 'high' category.

Low: Tree in poor health or with significant structural defects that cannot be mitigated. Tree is expected to continue to decline, regardless of treatment. The species or individual may have characteristics that are undesirable for landscapes and generally are unsuited for use areas.

Description of Trees

One hundred six (106) trees representing 12 species were evaluated (Table 1). The assessment included 42 street trees and 22 off-site trees located at the northeast and northwest property lines that had canopies overhanging the property. Descriptions of each tree are found in the ***Tree Assessment Form*** and approximate locations are plotted on the ***Tree Inventory Map*** (see Exhibits).

Table 1. Condition ratings and frequency of occurrence of trees 300-550 El Camino Real, Menlo Park, CA

Common Name	Scientific Name	Condition				Total
		Dead (0)	Poor (1-2)	Fair (3)	Good (4-5)	
Tree of heaven	*Ailanthus altissima*	-	1	2	-	**3**
Blue gum	*Eucalyptus globulus*	-	9	-	-	**9**
Silver dollar gum	*Eucalyptus polyanthemos*	-	4	2	-	**6**
Wilson holly	*Ilex* 'Wilsonii'	-	-	3	-	**3**
Hollywood juniper	*Juniperus chinensis* 'Kaizuka'	-	-	1	-	**1**
Canary Island date palm	*Phoenix canariensis*	-	-	5	-	**5**
Italian stone pine	*Pinus pinea*	1	1	3	-	**5**
London plane	*Platanus* x *hispanica*	-	-	9	43	**52**
Coast live oak	*Quercus agrifolia*	1	2	6	-	**9**
Holly oak	*Quercus ilex*	-	1	5	-	**6**
Valley oak	*Quercus lobata*	-	1	-	-	**1**
Coast redwood	*Sequoia sempervirens*	-	-	-	6	**6**
Total		**2**	**19**	**36**	**49**	**106**

Overall, 46% of the trees were in good, 34% in fair condition, and 18% in poor condition. Two trees had died since 2012: Italian stone pine #58 (36" trunk diameter) and coast live oak #28 (4" diameter). Trees ranged from young to mature with trunk diameters from 2" to 44" (13" diameter average) for single trunked trees. Fourteen trees had two or more trunks.

London plane was the most common tree assessed (52 trees, 50% of the population). The majority (42 trees) of these trees were street trees growing along El Camino Real (Photo 1). Ten trees were off-site, located along the northeast property line. The London planes ranged from young to semi-mature with trunk diameters ranging from 2 to 19". The majority of the trees were young with an average diameter of 8". The London planes were in good condition (43 trees) with nine trees in fair condition and none in poor condition. London plane was one of only two species rated in good condition.

Nine coast live oaks were assessed on-site. They ranged in condition from fair (9 trees) to poor (2 trees) with one dead tree. The coast live oaks ranged from young (4" trunk diameter) to mature (25" trunk diameter) with an average diameter of 11". The largest of the coast live oaks (#115), located off-site on the northeast property line, was declining potentially from irrigation spray directly on the trunk (Photo 2).

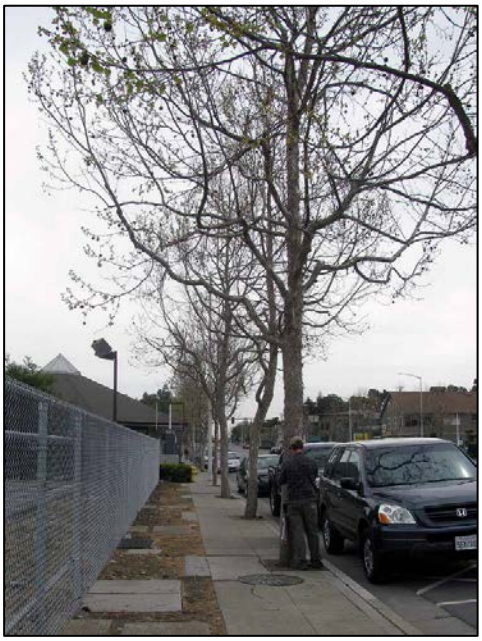


Photo 1 (far left). London plane street trees (#39 in front) lined El Camino Real.

Photo 2 (near left). Off-site coast live oak #115 was declining, likely from irrigation spray on the trunk. Bleeding at the base of the trunk indicates possible root disease.

Nine off-site blue gum eucalyptus were assessed on the northwest boundary of the property. Some of these trees appeared to be the dwarf cultivar (*Eucalyptus globulus* 'Compacta'). These trees had been topped to maintain clearance for overhead utilities, resulting in their poor condition (Photo 3). The blue gums were semi-mature to mature with the smallest diameter of the group being 19".

Six silver dollar gums were growing in small openings in the asphalt. These trees were in poor to fair condition with no trees in good condition. Four of the silver dollar gums were small volunteers (#80-83) while two were mature planted trees (#84 & 85).

Photo 3 – The off-site blue gums along the northwest boundary of the property had been topped for utilities.

Six coast redwoods were present throughout the site. They were all in good condition and varied in diameter from 17" to 25".

Six holly oaks were growing along internal fences separating the properties from each other. They were in fair (5 trees) to poor (1 tree) condition with no trees in good condition.

Three species were represented by five individuals or fewer:

- Five Canary Island pines were growing near the southeastern corner of the property.
- Five Italian stone pines (Photo 4).
- Three trees of heaven.
- Three Wilson hollies.
- One Hollywood juniper.
- One large valley oak in poor condition.

While we did not assess individual trees along the Caltrain Right of Way (Trees #128-222, tagged and described by Ray Morneau in 2012), we walked the edge to evaluate overall condition. The vegetation was almost exclusively coast live oak and coast redwood that appeared healthy (Photo 5). We did note that tree #214 was declining.

Photo 4. Italian stone pine #59 was in fair condition; #58 (on left) was dead.

Photo 5. Coast live oaks along the Caltrain ROW formed an attractive and functional screen.

City of Menlo Park Protected Trees

The City of Menlo Park Municipal Code Ch. 13.24 protects Heritage trees, which are defined as:

1. Any tree having a trunk diameter of 15” or more.
2. Any oak tree native to California with a trunk diameter of 10” or more.
3. Any tree or group of trees specifically designated by the City Council for protection because of its historical significance, special character or community benefit.
4. Ay tree with more than one trunk measured at the highest point where the trunks divide, with a diameter of 15” or more, with the exception of trees that are under 12’ in height.

Of the 106 trees assessed, there were 34 trees that met the criteria for *Heritage* trees by the City of Menlo Park Municipal Code Chapter 13.24. Tree #58 was dead and therefore not included in the *Heritage* tree designation. In addition, there were 42 street trees that are protected, but are not of sufficient size to be classified as *Heritage*. Tree protection status of individual trees is identified in the *Tree Assessment* (see Exhibits).

Heritage trees are required to be preserved and maintained in a state of good health. A permit from the City is required to remove or prune more than one fourth of the canopy and/or roots.

Suitability for Preservation

Before evaluating the impacts that will occur during development, it is important to consider the quality of the tree resource itself, and the potential for individual trees to function well over an extended length of time. Trees that are preserved on development sites must be carefully selected to make sure that they may survive development impacts, adapt to a new environment and perform well in the landscape.

Our goal is to identify trees that have the potential for long-term health, structural stability and longevity. For trees growing in open fields, away from areas where people and property are present, structural defects and/or poor health presents a low risk of damage or injury if they fail. However, we must be concerned about safety in use areas. Therefore, where development encroaches into existing plantings, we must consider their structural stability as well as their potential to grow and thrive in a new environment. Where development will not occur, the normal life cycles of decline, structural failure and death should be allowed to continue.

Evaluation of suitability for preservation considers several factors:

- **Tree health**
  Healthy, vigorous trees are better able to tolerate impacts such as root injury, demolition of existing structures, changes in soil grade and moisture, and soil compaction than are non-vigorous trees. For example, valley oak #69 is less likely to tolerate construction impacts than a healthier valley oak.

- **Structural integrity**
  Trees with significant amounts of wood decay and other structural defects that cannot be corrected are likely to fail. Such trees should not be preserved in areas where damage to people or property is likely.

- **Species response**
  There is a wide variation in the response of individual species to construction impacts and changes in the environment. For instance, both coast redwood and Canary Island date palm are more tolerant of construction impacts than eucalyptus.

- **Tree age and longevity**
  Old trees, while having significant emotional and aesthetic appeal, have limited physiological capacity to adjust to an altered environment. Young trees are better able to generate new tissue and respond to change.

- **Species invasiveness**
  Species that spread across a site and displace desired vegetation are not always appropriate for retention. This is particularly true when indigenous species are displaced. The California Invasive Plant Inventory Database (http://www.cal-ipc.org/paf/) lists species identified as being invasive. Menlo Park is part of the Central West Floristic Province. Tree of heaven is identified as moderate invasiveness. Blue gum and Canary Island date palm are identified as limited invasiveness.

Each tree was rated for suitability for preservation based upon its age, health, structural condition and ability to safely coexist within a development environment (see ***Tree Assessment Forms*** in Exhibits, and Table 2). We consider trees with good suitability for preservation to be the best candidates for preservation. We do not recommend retention of trees with poor suitability for preservation in areas where people or property will be present. Retention of trees with moderate suitability for preservation depends upon the intensity of proposed site changes.

Table 2: Tree suitability for preservation
300-550 El Camino Real, Menlo Park, CA

High These are trees with good health and structural stability that have the potential for longevity at the site. Forty-nine (49) trees had high suitability for preservation.

Moderate Trees in this category have fair health and/or structural defects that may be abated with treatment. These trees require more intense management and monitoring, and may have shorter life-spans than those in the "high" category. Seventeen (17) trees had moderate suitability for preservation.

Low Trees in this category are in poor health or have significant defects in structure that cannot be abated with treatment. These trees can be expected to decline regardless of management. The species or individual tree may possess either characteristics that are undesirable in landscape settings or be unsuited for use areas. Thirty-eight (38) had low suitability for preservation.

Common Name	**Suitability for Preservation**			**Total**
	Low	Moderate	High	
London plane	2	7	43	**52**
Canary Island date palm	-	5	-	**5**
Hollywood juniper	1	-	-	**1**
Coast live oak	5	3	-	**8**
Holly oak	5	1	-	**6**
Wilson holly	2	1	-	**3**
Italian stone pine	4	-	-	**4**
Valley oak	1	-	-	**1**
Tree of heaven	3	-	-	**3**
Silver dollar gum	6	-	-	**6**
Blue gum	9	-	-	**9**
Coast redwood	-	-	6	**6**
Total	**38**	**17**	**49**	**104***

* Does not include two dead trees.

We consider trees with high suitability for preservation to be the best candidates for preservation. We do not recommend retention of trees with low suitability for preservation in areas where

people or property will be present. Retention of trees with moderate suitability for preservation depends upon the intensity of proposed site changes.

Often the largest trees are the ones given the highest priority for preservation. At this site, prominent trees included three Italian stone pines, one valley oak, one coast live oak, and four coast redwoods (Table 3).

Table 3: Prominent trees
300-550 El Camino Real, Menlo Park, CA

Tag #	Species	Trunk Diameter	Condition	Suitability for preservation	Comments.
48	Italian stone pine	36	Poor	Low	Leaning and strongly asymmetric to W.; canopy low over building; torsion cracks in scaffolds suspected; surrounded by pavement; no basal flare.
49	Italian stone pine	36	Fair	Low	Leaning W.; surrounded by pavement; no basal flare; roots disrupting pavement.
59	Italian stone pine	26	Fair	Low	Asymmetric canopy to N.; surrounded by pavement; no basal flare; roots disrupting pavement.
69	Valley oak	44	Poor	Low	Several very large pruning wounds with decay; sulfur fungus conk; asymmetric form to W.; high likelihood of failure.
115	Coast live oak	25	Fair	Low	In narrow planting strip; thin; twig dieback; poor color; sprinkler head near trunk; base moist; wounds on trunk.
116	Coast redwood	24	Good	High	In narrow planting strip.
117	Coast redwood	25	Good	High	In narrow planting strip.
118	Coast redwood	25	Good	High	In narrow planting strip.
123	Coast redwood	26	Good	High	Trunk fills narrow planting space.

The trees in the best condition and with the highest potential for future performance were the four coast redwoods #116-118, 123. Redwoods are drought sensitive, however, and if adequate water cannot be provided, they will decline. Furthermore, they are sensitive to salts present in some recycled water. Therefore, suitability for preservation of the redwoods depends on the ability to provide high quality water into the future.

Italian stone pines #48, 49, and 56 were impressive specimens that were visible from El Camino Real. They pose some difficulties in preservation, however. Because of their heavy, asymmetric crowns and shallow, wide-spreading root system they require large spaces to remain stable.

- Tree #48 was leaning heavily over the existing building (Photo 6). There appeared to be torsion cracks in the large scaffold branches. It is unlikely the building could be demolished without damaging this tree. Based on our visual inspection we consider this tree to have a high likelihood for failure. We recommend removing it.

Photo 6. Italian stone pine #48

- Tree #49 was leaning away from #48, and its canopy was asymmetric. The base of the tree appeared to be buried (Photo 7). Roots were pushing up the pavement. Retaining this tree would require establishing a tree protection zone at the dripline in which no construction, utilities, excavation, or use occurs. A root collar excavation to determine condition of the base of the tree is recommended if retention of the tree is considered. Based on our visual inspection we consider this tree to have a medium likelihood for failure.

Photo 7. Italian stone pine #49 (inset is base of tree).

- Tree # 59 was leaning away from dead tree #58 (Photos 8 and 4). Retaining this tree would require establishing a tree protection zone that encompasses the potential fall zone (minimum distance equal to the height of the tree). Because of the lack of basal flare, a root collar excavation to determine condition of the base of the tree is recommended if retention of the tree is considered. Based on our visual inspection we consider this tree to have a medium likelihood for failure.

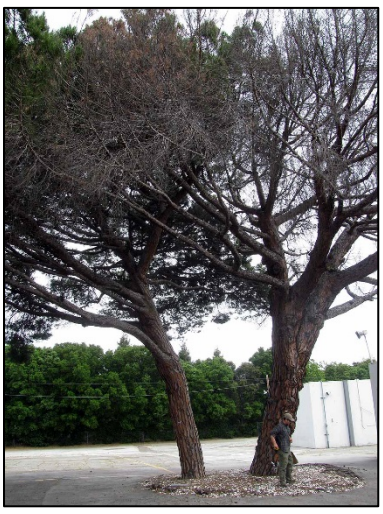
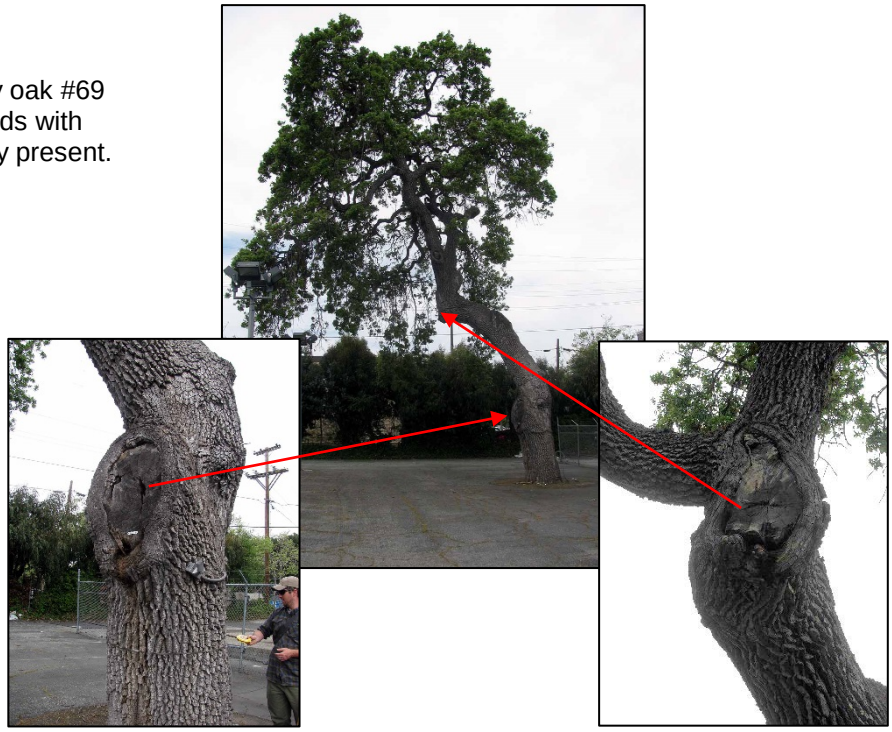


Photo 8. Italian stone pine #59 on left; dead pine #58 on right has since been removed under permit.

Valley oak #69 was an old tree that has experienced several branch failures and crown reductions from pruning (Photo 9). Extensive internal decay was evident in the resultant wounds.

Remnants of sulfur fungus that decays heartwood was present. It is probable that this tree will fail within a five-year time frame. If the tree is retained, all use and activity would need to be excluded within the potential fall zone (minimum distance equal to the height of the tree).

Photo 9. Valley oak #69 had large wounds with extensive decay present.



Coast live oak #115 was in decline. Note the poor foliage color and density in Photo 11. Healthy coast live oak foliage is deep green and dense, as illustrated in Photo 5. There was an irrigation head near the base of the trunk and the area was wet (arrow in Photo 11 inset). Based on the symptoms, it is likely that the tree has root disease. There were also wounds at the base of the tree and possibly decay. For these reasons we rated the suitability for preservation as low.

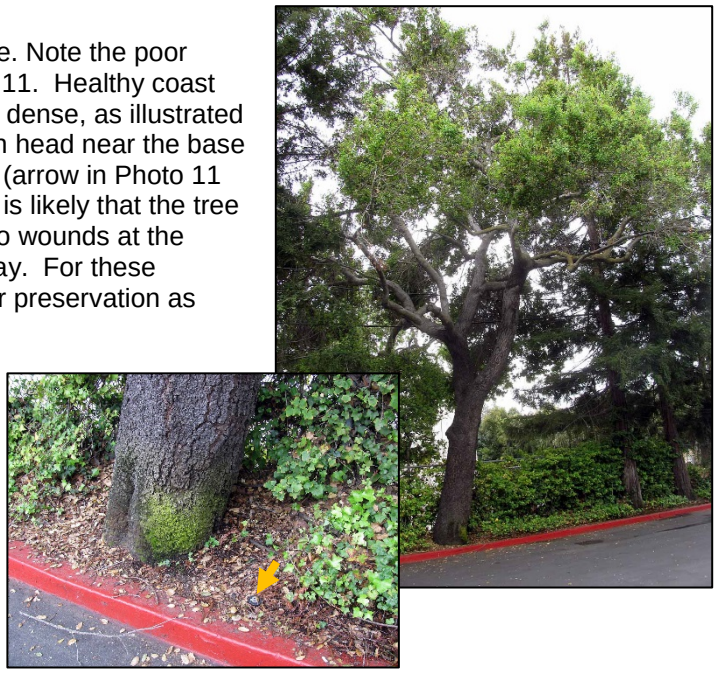


Photo 11.
Coast live oak #115.

Evaluation of Impacts and Recommendations for Preservation

Appropriate tree retention develops a practical match between the location and intensity of construction activities and the quality and health of trees. The *Tree Assessment* was the reference point for tree condition and quality. In assessing potential impacts to trees I reviewed the project Preliminary Grading and Drainage Plans and Utility Plans (Sandis, 2/24/17).

The plans for the site are to completely demolish the existing buildings and site features and build a new mix-use project. As a result, all on-site trees will be removed, including 12 Heritage trees, five of which are in poor condition, and 21 non-Heritage trees, 5 of which are in poor condition. In addition, three street trees will be removed to construct driveways into the project off El Camino Real; Heritage trees and street trees proposed for removal are listed in Table 4; non-Heritage trees, in Table 5.

Thirty-nine (39) street trees (London planes, average 8" diameter) will be preserved. Stanford intends to preserve and protect all off-site trees regardless of current condition (Table 6). Because these trees are located within paved areas, they are within a few feet of project demolition and construction. Impacts to tree roots are expected to be moderate to severe. Protecting the trees from excessive damage will require close attention to work procedures as described in the Tree Protection Guidelines. The most important action is:

> Maintain a 15' Tree Protection Zone from Heritage trees and 5' from street trees and non-Heritage trees in which no open trenching for utility installation is allowed. Avoid any excavation within this zone. Maintain the existing subgrade to the extent possible. Any construction activity within the Tree Protection Zone must be monitored and assessed by a qualified arborist.

Regarding the off-site trees, I recommend that the owner of coast live oak #115 have the tree examined by a qualified arborist to determine the extent of decay in the lower trunk and if a root disease is present. If the tree is likely to fail, it would be prudent to remove it before construction.

Table 4. Heritage trees and street trees proposed for removal.

Tag #	Species	Trunk Diameter (in.)	Suitability for Preservation
Heritage Trees			
48	Italian stone pine	36	Low
49	Italian stone pine	36	Low
59	Italian stone pine	26	Low
69	Valley oak	44	Low
71	Tree of heaven	23	Low
72	Tree of heaven	15	Low
78	Coast live oak	11	Low
79	Coast live oak	8, 6	Low
84	Silver dollar gum	26	Low
86	Silver dollar gum	32	Low
276	Coast live oak	14	Low
277	Tree of heaven	15	Low
Street Trees			
23	London plane	8	High
24	London plane	9	High

65	London plane	3	Moderate

Table 5. Non-Heritage trees proposed for removal.

Tag #	Species	Trunk Diameter (in.)	Suitability for Preservation
12	Hollywood juniper	11, 6, 5, 3	Low
25	Coast live oak	5, 4, 2, 2, 2	Moderate
26	Coast live oak	3, 3	Moderate
27	Holly oak	10, 8	Moderate
28	Coast live oak	4	Dead
29	Wilson holly	6	Low
30	Wilson holly	6	Low
31	Coast live oak	6	Moderate
32	Wilson holly	7	Moderate
58	Italian stone pine	36	Dead
60	Holly oak	4, 4	Low
66	Holly oak	11	Low
67	Holly oak	10	Low
68	Holly oak	12	Low
70	Holly oak	13	Low
73	Coast live oak	6	Low
74	Italian stone pine	9	Low
80	Silver dollar gum	6, 5, 4	Low
81	Silver dollar gum	10, 10	Low
82	Silver dollar gum	9, 7, 7, 5	Low
83	Silver dollar gum	6, 6	Low

Table 6. Off-site trees to be preserved.

Tag #	Species	Heritage Tree?	Trunk Diameter (in.)	Suitability for Preservation
101	Blue gum	Yes	21	Low
102	Blue gum	Yes	30	Low
103	Blue gum	Yes	25	Low
104	Blue gum	Yes	19	Low
105	Blue gum	Yes	19	Low
106	Blue gum	Yes	28	Low
107	Blue gum	Yes	26	Low
108	Blue gum	Yes	20	Low
109	Blue gum	Yes	24	Low
110	London plane	No	7	Low
111	London plane	No	6	Low

Tag #	Species	Heritage Tree?	Trunk Diameter (in.)	Suitability for Preservation
112	London plane	No	8	Moderate
113	Coast redwood	Yes	17	High
114	Coast redwood	Yes	19	High
115	Coast live oak	Yes	25	Low
116	Coast redwood	Yes	24	High
117	Coast redwood	Yes	25	High
118	Coast redwood	Yes	25	High
119	London plane	No	12	High
121	London plane	No	8	Moderate
122	London plane	Yes	15	High
123	Coast redwood	Yes	26	High
124	London plane	No	11	High
125	London plane	No	7	High
126	London plane	No	10	High
127	London plane	No	9	Moderate

Tree Preservation Guidelines

The goal of tree preservation is not merely tree survival during development but maintenance of tree health and beauty for many years. Trees retained on sites that are either subject to extensive injury during construction or are inadequately maintained become a liability rather than an asset. The response of individual trees depends on the amount of excavation and grading, care with which demolition is undertaken, and construction methods. Coordinating any construction activity inside the **TREE PROTECTION ZONE** can minimize these impacts.

The following recommendations will help reduce impacts to trees from development and maintain and improve their health and vitality through the clearing, grading and construction phases.

Trees to be Preserved

#1-4, 13-24, 35-47, 50-57, 61-65, 101-119, 121-127.

Tree Protection Zone

Because trees to be preserved are located within paved areas, they are within a few feet of project demolition and construction. Maintain a 15' Tree Protection Zone from Heritage trees and 5' from street trees and non-Heritage trees.

a. No grading, excavation, construction or storage or dumping of materials shall occur within the **TREE PROTECTION ZONE (TPZ)** without prior authorization.

b. No open trenches for underground services including utilities, sub-drains, water, irrigation or sewer shall be placed in the **TPZ**.

Design Guidelines

1. Plot accurate locations of all trees to be preserved on all project plans. Identify the **TREE PROTECTION ZONE** for each tree.

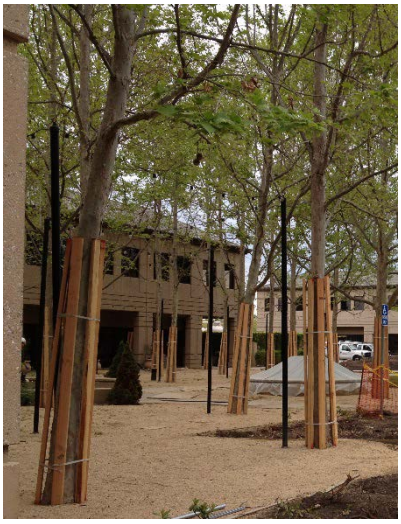
2. Any changes to the plans affecting the trees should be reviewed by the consulting arborist with regard to tree impacts. These include, but are not limited to, site plans, improvement plans, utility and drainage plans, grading plans, landscape and irrigation plans, and demolition plans.

3. To minimize excavation near trees to be retained, design pavements and curbs at similar finish grades as existing features.
4. Consider the vertical clearance requirements near trees during design. Avoid designs that would require pruning more than 20% of a tree's canopy.
5. Irrigation systems must be designed so that no trenching that severs roots larger than 1" in diameter will occur within the **TPZ**.
6. **Tree Preservation Guidelines** prepared by the Consulting Arborist, which include specifications for tree protection during demolition and construction, should be included on all plans.
7. Any herbicides placed under paving materials must be safe for use around trees and labeled for that use.
8. Do not lime the subsoil within 50' of any tree. Lime is toxic to tree roots.
9. As trees withdraw water from the soil, expansive soils may shrink within the root area. Therefore, foundations, footings and pavements on expansive soils near trees should be designed to withstand differential displacement.

Demolition and Pre-Construction Recommendations

1. The demolition and construction superintendents shall meet with the project arborist before beginning work to review all work procedures, access routes, storage areas, and tree protection measures.
2. Prior to beginning demolition, install tree protection fencing along the property line adjacent to trees #101-119, 121-127. Fencing shall be 6' chain link with posts sunk into the ground. Fencing shall remain until all construction is complete.
3. Prior to beginning demolition of the sidewalk around the street trees, install temporary trunk protection devices such as winding silt sock wattle or wood planks around trunks or stacking hay bales around tree trunks to a height of approximately 5'. Any low branches that are within the work zone should also be protected. Do not retain wattling around tree trunks for more than 2-3 weeks to avoid damaging trunks from excess moisture.





4. Prune trees to be preserved to clean the crown of dead branches 1" and larger in diameter, raise canopies as needed for construction activities. All pruning shall be done by a State of

California Licensed Tree Contractor (C61/D49). All pruning shall be done by Certified Arborist or Certified Tree Worker in accordance with the Best Management Practices for Pruning (International Society of Arboriculture, 2002) and adhere to the most recent editions of the American National Standard for Tree Care Operations (Z133.1) and Pruning (A300). The project arborist will provide pruning specifications prior to site demolition. Branches extending into the work area that can remain following demolition shall be tied back and protected from damage.

5. All tree work shall comply with the Migratory Bird Treaty Act as well as California Fish and Wildlife code 3503-3513 to not disturb nesting birds. To the extent feasible tree pruning and removal should be scheduled outside of the breeding season. Breeding bird surveys should be conducted prior to tree work. Qualified biologists should be involved in establishing work buffers for active nests.
6. Any changes to the plans affecting the trees should be reviewed by the project arborist with regard to tree impacts. These include, but are not limited to, site plans, improvement plans, utility and drainage plans, grading plans, landscape and irrigation plans, and demolition plans.
7. Tree(s) to be removed that have branches extending into the canopy of tree(s) or located within the **TPZ** of tree(s) to remain shall be removed by a Certified Arborist or Certified Tree Worker and not by the demolition contractor. The Certified Arborist or Certified Tree Worker shall remove the trees in a manner that causes no damage to the tree(s) and understory to remain. Stumps shall be ground below grade.
8. All down brush and trees shall be removed from the **TPZ** either by hand, or with equipment sitting outside the **TPZ**. Extraction shall occur by lifting the material out, not by skidding across the ground. Brush shall be chipped and spread beneath the trees within the **TPZ.**
9. Structures and underground features to be removed within the **TPZ** shall use equipment that will minimize damage to trees above and below ground, and operate from outside the **TPZ**.

Tree Protection during Construction

1. After demolition is completed
2. Any grading or construction work within the **TPZ** of trees to be preserved shall be monitored by the project arborist.
3. Any root pruning within the **TPZ** of trees that is required for construction purposes shall receive the prior approval of and be supervised by the project arborist.
    a. Do not cut roots of any size within 5’ of tree trunks.
    b. Roots larger than 2” diameter shall be left intact. Where possible, tunnel under roots. If root cutting cannot be avoided, the project arborist must observe and advise regarding effects of root removal on tree health and stability.
    c. Roots shall be cut with pruners or hand saw to provide a flat and smooth cut.
4. Do not lime the soil within 20’ of trees. Hydrated lime and quick lime are toxic to tree roots.
5. All contractors shall conduct operations in a manner that will prevent damage to trees to be preserved.
6. Spoil from trench, footing, utility or other excavation shall not be placed within the **TPZ**, neither temporarily nor permanently.
7. If injury should occur to any tree during construction, it should be evaluated as soon as possible by the project arborist so that appropriate treatments can be applied.

8. Irrigate redwoods to provide adequate moisture to sustain tree health. Plan to apply approximately 60 gallons of water weekly to each tree. During hot weather, additional water will be required.
9. Trees that accumulate a sufficient quantity of dust on their leaves, limbs and trunk as judged by the project arborist shall be spray-washed at the direction of the project arborist.

Tree Protection during Landscape Construction

1. Irrigation systems must be installed so that no trenching severs roots larger than 1" in diameter within the **TREE PROTECTION ZONE**.
2. New landscape to be installed within the **TREE PROTECTION ZONE** shall occur without damaging tree roots by using a pneumatic air spade/air knife or similar to create the planting hole and prepare the soil. The project arborist shall meet with the landscape contract prior to beginning work to discuss work procedures.
3. Soils that have been compacted during constructed shall be decompacted by tilling with a pneumatic air spade/air knife that leaves the tree roots intact. After decompacting the soil, spread 2" compost over the soil surface and incorporate using the pneumatic air spade/air knife.

Summary

Stanford Real Estate is planning to redevelop properties at 300-550 El Camino Real in Menlo Park, CA. Currently the site is a series of vacant commercial buildings with associated landscapes and parking lots. The inventory included trees 4" in diameter and greater, located within and adjacent to the proposed project area.

One hundred six (106) trees representing 12 species were evaluated. There were 42 street trees, all London planes. Tree species on the site included blue gum, tree of heaven, silver dollar gum, Wilson holly, Hollywood juniper, Canary Island date palm, Italian stone pine, coast live oak, holly oak, valley oak and coast redwood. Overall, 46% of the trees were in good, 34% in fair condition, and 18% in poor condition. Two trees were dead, including mature Italian stone pine #58.

In addition there were 95 trees along the Caltrain right-of-way that were not included in our inventory. The trees provided an attractive and effective screen.

Trees were rated for suitability for preservation, which is the long-term potential for a tree to be an asset to the site. Ratings were: high, 49 trees; moderate, 17 trees; and low, 38 trees. We consider trees with high suitability for preservation to be the best candidates for preservation. We do not recommend retention of trees with low suitability for preservation in areas where people or property will be present. Retention of trees with moderate suitability for preservation depends upon the intensity of proposed site changes.

Often the largest trees are the ones given the highest priority for preservation. At this site, prominent trees included three Italian stone pines (#48, 49, 59), one valley oak (#69), one coast live oak (#115 located off-site), and four coast redwoods (#116, 117, 118, 123, located off-site). Of these, all except the redwoods had significant health and/or structural problems that make them poor candidates for preservation. The redwoods were in good condition and, if they are regularly irrigated with high quality irrigation water, are good candidates for preservation.

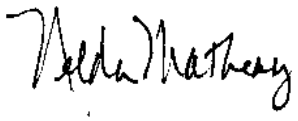
In assessing potential impacts to trees I reviewed the project Preliminary Grading and Drainage Plans and Utility Plans (Sandis, 2/24/17). The plans for the site are to completely demolish the

existing buildings and site features and build a new mixed-use project. As a result, all on-site trees will be removed, including 12 Heritage trees, five of which are in poor condition, and 21 non-Heritage trees, 5 of which are in poor condition. In addition, three street trees will be removed to construct driveways into the project off El Camino Real.

Thirty-nine (39) street trees (London planes, average 8" diameter) will be preserved. Stanford intends to preserve and protect all off-site trees regardless of current condition. Because these trees are located within paved areas, they are within a few feet of project demolition and construction. Impacts to tree roots are expected to be moderate to severe. Protecting the trees from excessive damage will require close attention to work procedures as described in the Tree Protection Guidelines.

If you have any questions about my observations or recommendations, please contact me.

HortScience, Inc.



Nelda Matheny
Board Certified Master Arborist WE-0195B

Exhibits

Tree Inventory Map
Tree Assessment Map
Tree Inventory Data

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Tree Inventory Map

300-550 El Camino Real
Menlo Park, CA

Prepared for:

Stanfrod University

April 3, 2015

Notes:
1. Tree locations are approximate.

2. Basemap is ESRI aerial image.

Legend

- Trees

N

260 Feet

HORT SCIENCE
325 Ray Street
Pleasanton, CA 94566
Phone (925) 484-0211
Fax (925) 484-0596

Tree Assessment Map

300-550 El Camino Real
Menlo Park, CA

Prepared for:
Stanfrod University

March 20, 2015

Notes:
1. Tree locations are approximate.

2. Basemap is ESRI aerial image.

3. Colors represent suitability for preservation.

Legend

Suitability for Preservation

- Dead
- High
- Low
- Moderate

N

260 Feet

Revised April 10, 2015

HORT SCIENCE
325 Ray Street
Pleasanton, CA 94566
Phone (925) 484-0211
Fax (925) 484-0596

Tree Assessment

300-550 El Camino Real
Menlo Park, CA
March 20, 2015; updated May 2017

HORT SCIENCE

Tree No.	Species	Trunk Diameter (in.)	Protected Tree?	Condition 1=poor 5=excellent	Suitability for Preservation	Proposed Disposition	Comments
1	London plane	6	Street tree	3	Moderate	Preserve	Street tree; iron grate; curve in trunk.
2	London plane	6	Street tree	4	High	Preserve	Street tree; iron grate.
3	London plane	7	Street tree	4	High	Preserve	Street tree; iron grate.
4	London plane	3	Street tree	3	Moderate	Preserve	Street tree; top dead; restructure.
5	Canary Island date palm	25	Heritage tree	3	Moderate	Preserve	Brown trunk height 20'.
6	Canary Island date palm	31	Heritage tree	3	Moderate	Preserve	Brown trunk height 20'; frond tips chlorotic.
7	Canary Island date palm	27	Heritage tree	3	Moderate	Preserve	Brown trunk height 20'; frond tips chlorotic.
8	Canary Island date palm	27	Heritage tree	3	Moderate	Preserve	Brown trunk height 20'; frond tips chlorotic.
9	Canary Island date palm	27	Heritage tree	3	Moderate	Preserve	Brown trunk height 23'; frond tips chlorotic.
12	Hollywood juniper	11, 6, 5, 3	No	3	Low	Remove	Dead branch; in planter against building.
13	London plane	11	Street tree	4	High	Preserve	Street tree; iron grate around trunk.
14	London plane	5	Street tree	4	High	Preserve	Street tree; iron grate around trunk.
15	London plane	10	Street tree	4	High	Preserve	Street tree; iron grate around trunk; leaning S. slightly.
16	London plane	9	Street tree	4	High	Preserve	Street tree; iron grate around trunk.
17	London plane	9	Street tree	3	Moderate	Preserve	Street tree; iron grate around trunk; bow in trunk.
18	London plane	8	Street tree	4	High	Preserve	Street tree; iron grate around trunk; bow in trunk.
19	London plane	6	Street tree	4	High	Preserve	Street tree; iron grate around trunk.
20	London plane	6	Street tree	4	High	Preserve	Street tree; iron grate around trunk.

Tree Assessment

300-550 El Camino Real
Menlo Park, CA
March 20, 2015; updated May 2017

HORT SCIENCE

Tree No.	Species	Trunk Diameter (in.)	Protected Tree?	Condition 1=poor 5=excellent	Suitability for Preservation	Proposed Disposition	Comments
21	London plane	7	Street tree	4	High	Preserve	Street tree; iron grate around trunk.
22	London plane	4	Street tree	4	High	Preserve	Street tree; iron grate around trunk.
23	London plane	8	Street tree	4	High	Remove	Street tree; iron grate around trunk.
24	London plane	9	Street tree	4	High	Remove	Street tree; iron grate around trunk.
25	Coast live oak	5, 4, 2, 2, 2	No	3	Moderate	Remove	Poor structure; multiple trunks; pruned flat against chain link fence.
26	Coast live oak	3, 3	No	3	Moderate	Remove	Codominant at base; hedged against fence.
27	Holly oak	10, 8	No	3	Moderate	Remove	Codominant at base; pruned flat against fence.
28	Coast live oak	4	No	0	-	Remove	Dead.
29	Wilson holly	6	No	3	Low	Remove	Thin; water stressed; hedged along fence.
30	Wilson holly	6	No	3	Low	Remove	Thin; water stressed; hedged along fence.
31	Coast live oak	6	No	3	Moderate	Remove	Hedged along fence.
32	Wilson holly	7	No	3	Moderate	Remove	Hedged along fence.
35	London plane	6	Street tree	4	High	Preserve	Street tree; iron grate around trunk.
36	London plane	10	Street tree	4	High	Preserve	Street tree; iron grate around trunk.
37	London plane	9	Street tree	4	High	Preserve	Street tree; iron grate around trunk.
38	London plane	19	Street tree	4	High	Preserve	Street tree; iron grate around trunk.
39	London plane	6	Street tree	4	High	Preserve	Street tree; iron grate around trunk.
40	London plane	8	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
41	London plane	9	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
42	London plane	9	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
43	London plane	8	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
44	London plane	9	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
45	London plane	7	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
46	London plane	8	Street tree	4	High	Preserve	Street tree; metal grate around trunk.

Tree Assessment

300-550 El Camino Real
Menlo Park, CA
March 20, 2015; updated May 2017

HORT SCIENCE

Tree No.	Species	Trunk Diameter (in.)	Protected Tree?	Condition 1=poor 5=excellent	Suitability for Preservation	Proposed Disposition	Comments
47	London plane	6	Street tree	4	High	Preserve	Street tree; metal grate around trunk; crown bowed W. away from adjacent pine.
48	Italian stone pine	36	Heritage tree	2	Low	Remove	Leaning and strongly asymmetric to W.; canopy low over building; torsion cracks in scaffolds suspected; surrounded by pavement; no basal flare.
49	Italian stone pine	36	Heritage tree	3	Low	Remove	Leaning W.; surrounded by pavement; no basal flare; roots disrupting pavement.
50	London plane	8	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
51	London plane	9	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
52	London plane	9	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
53	London plane	10	Street tree	4	High	Preserve	Street tree; metal grate around trunk; distorted at base from grate.
54	London plane	3	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
55	London plane	10	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
56	London plane	11	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
57	London plane	7	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
58	Italian stone pine	36	Dead	0	-	Remove	Dead.
59	Italian stone pine	26	Heritage tree	3	Low	Remove	Asymmetric canopy to N.; surrounded by pavement; no basal flare; roots disrupting pavement.
60	Holly oak	4, 4	No	3	Low	Remove	Codominant trunks arise at base top bowed to W.
61	London plane	2	Street tree	4	High	Preserve	Street tree; recent planting.
62	London plane	5	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
63	London plane	10	Street tree	4	High	Preserve	Street tree; metal grate around trunk.
64	London plane	8	Street tree	4	High	Preserve	Street tree; metal grate around trunk.

Tree Assessment

300-550 El Camino Real
Menlo Park, CA
March 20, 2015; updated May 2017

HORT SCIENCE

Tree No.	Species	Trunk Diameter (in.)	Protected Tree?	Condition 1=poor 5=excellent	Suitability for Preservation	Proposed Disposition	Comments
65	London plane	3	Street tree	3	Moderate	Remove	Street tree; metal grate around trunk; stakes should be removed; cord at 18" partially girdling trunk.
66	Holly oak	11	No	3	Low	Remove	Multiple branches arise at 6'; no central trunk.
67	Holly oak	10	No	2	Low	Remove	W. side of trunk and lower branch dead; poor structure.
68	Holly oak	12	No	3	Low	Remove	Multiple branches at 10'; in small planting space against building.
69	Valley oak	44	Heritage tree	2	Low	Remove	Several very large pruning wounds with decay; sulfur fungus conk; asymmetric form to W.; high likelihood of failure.
70	Holly oak	13	No	3	Low	Remove	Poor structure; multiple branches arise at 8-10'; topped; in small opening in pavement with ivy.
71	Tree of heaven	23	Heritage tree	3	Low	Remove	Engulfed in ivy; asymmetric to W.
72	Tree of heaven	15	Heritage tree	3	Low	Remove	Engulfed in ivy; topped at 20'; multiple branches.
73	Coast live oak	6	No	2	Low	Remove	Topped at 4'; against fence in ivy.
74	Italian stone pine	9	No	3	Low	Remove	Asymmetric form. to N.; at base of utility pole; narrow planting strip against fence; ivy.
78	Coast live oak	11	Heritage tree	3	Low	Remove	Multiple trunks at 6'; no central leader; growing through chain link fence; surrounded by pavement.
79	Coast live oak	8, 6	Heritage tree	2	Low	Remove	Codominant trunks arise at base; growing through chain link fence; trunk growing around pole; surrounded by pavement.

Tree Assessment

300-550 El Camino Real
Menlo Park, CA
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HORT SCIENCE

Tree No.	Species	Trunk Diameter (in.)	Protected Tree?	Condition 1=poor 5=excellent	Suitability for Preservation	Proposed Disposition	Comments
80	Silver dollar gum	6, 5, 4	No	3	Low	Remove	Multiple trunks from base; surrounded by pavement.
81	Silver dollar gum	10, 10	No	2	Low	Remove	Codominant trunks from base; surrounded by pavement.
82	Silver dollar gum	9, 7, 7, 5	No	2	Low	Remove	Multiple trunks from base; surrounded by pavement.
83	Silver dollar gum	6, 6	No	2	Low	Remove	Codominant trunks from base; surrounded by pavement.
84	Silver dollar gum	28	Heritage tree	3	Low	Remove	Leaning E.; twig dieback; large gall on S.
86	Silver dollar gum	32	Heritage tree	2	Low	Remove	Poor structure; several codominant stems with poor attachments.
101	Blue gum	21	Heritage tree	2	Low	Preserve	Topped; under power lines.
102	Blue gum	30	Heritage tree	2	Low	Preserve	Topped; under power lines; diameter measured below stem attachments.
103	Blue gum	25	Heritage tree	2	Low	Preserve	Topped; under power lines; diameter measured below stem attachments.
104	Blue gum	19	Heritage tree	2	Low	Preserve	Topped; under power lines; diameter measured below stem attachments.
105	Blue gum	19	Heritage tree	2	Low	Preserve	Topped; under power lines.
106	Blue gum	28	Heritage tree	2	Low	Preserve	Topped; under power lines; diameter measured below stem attachments.
107	Blue gum	26	Heritage tree	2	Low	Preserve	Topped; under power lines.
108	Blue gum	20	Heritage tree	2	Low	Preserve	Topped; under power lines.
109	Blue gum	24	Heritage tree	2	Low	Preserve	Topped; under power lines.
110	London plane	7	No	3	Low	Preserve	Under power lines.
111	London plane	6	No	3	Low	Preserve	Under power lines; low vigor.
112	London plane	8	No	3	Moderate	Preserve	Low vigor.

Tree Assessment

300-550 El Camino Real
Menlo Park, CA
March 20, 2015; updated May 2017

HORT SCIENCE

Tree No.	Species	Trunk Diameter (in.)	Protected Tree?	Condition 1=poor 5=excellent	Suitability for Preservation	Proposed Disposition	Comments
113	Coast redwood	17	Heritage tree	4	High	Preserve	In narrow planting strip; 3" circling root.
114	Coast redwood	19	Heritage tree	4	High	Preserve	In narrow planting strip.
115	Coast live oak	25	Heritage tree	3	Low	Preserve	In narrow planting strip; thin; twig dieback; poor color; sprinkler head near trunk; base moist; wounds on trunk.
116	Coast redwood	24	Heritage tree	4	High	Preserve	In narrow planting strip.
117	Coast redwood	25	Heritage tree	4	High	Preserve	In narrow planting strip.
118	Coast redwood	25	Heritage tree	4	High	Preserve	In narrow planting strip.
119	London plane	12	No	4	High	Preserve	In narrow planting strip with ivy; ivy up trunk.
121	London plane	8	No	3	Moderate	Preserve	In narrow planting strip with ivy; intermediate form.
122	London plane	15	Heritage tree	4	High	Preserve	In narrow planting strip with ivy; ivy up trunk.
123	Coast redwood	26	Heritage tree	5	High	Preserve	Trunk fills narrow planting space.
124	London plane	11	No	4	High	Preserve	In narrow planting strip with ivy.
125	London plane	7	No	4	High	Preserve	In narrow planting strip.
126	London plane	10	No	4	High	Preserve	In narrow planting strip.
127	London plane	9	No	3	Moderate	Preserve	In narrow planting strip; intermediate form.
276	Coast live oak	14	Heritage tree	3	Low	Remove	Engulfed in ivy; chain link fence through tree.
277	Tree of heaven	15	Heritage tree	2	Low	Remove	Engulfed in ivy; leaning W. over street.

June 27, 2017

John Donahoe
Stanford University Land, Buildings and Real Estate
3160 Port Drive, Suite 200
Palo Alto, CA 93404

Subject: Addendum to Arborist Report
300-550 El Camino Real, Menlo Park, CA

Dear Mr. Donahoe:

On May 19, 2017 I prepared an Arborist Report for the subject site which included 106 trees, 34 of which I identified as meeting the City of Menlo Park's definition of Heritage tree. Since then, I have been informed of an addition to the definition that changed the number of Heritage trees as well as the number of permit applications required for Heritage tree removal. This addendum addresses those changes.

City of Menlo Park Protected Trees

The City of Menlo Park Municipal Code Ch. 13.24 protects Heritage trees, which are defined as:

1. Any tree having a trunk diameter of 15" or more.
2. Any oak tree native to California with a trunk diameter of 10" or more.
3. Any tree or group of trees specifically designated by the City Council for protection because of its historical significance, special character or community benefit.
4. Any tree with more than one trunk measured at the highest point where the trunks divide, with a diameter of 15" or more, with the exception of trees that are under 12' in height.

As required in the ordinance, trunk diameters were measured at 4.5' above grade. For multi-trunked trees, trunk diameter was measured at the point where the trunks divide. For trees having more than one trunk, the diameter is measured below the junction of the stems. However, at this site, several of the trees had multiple trunks arising at the ground, so we were not able to measure below the junction. I was told by the City's Arborist that in those cases, each stem should be measured at 4.5' above grade.

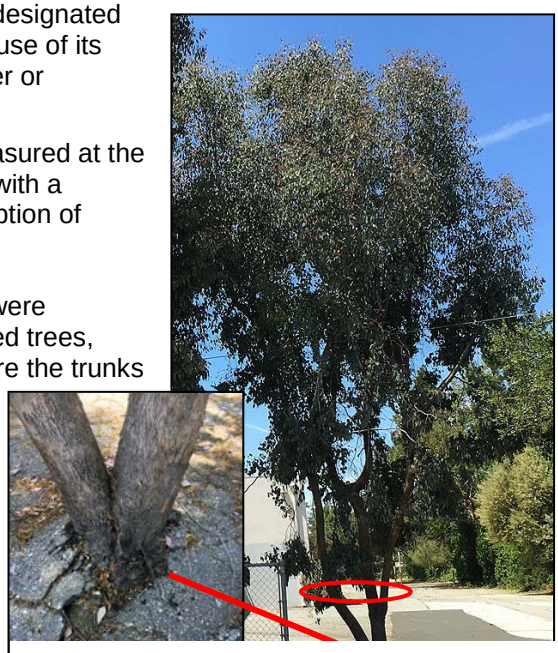


Photo 1: Tree #80 had two trunk arising from the ground. I measured the diameters of the 3 trunks present at 4.5' above grade: 6", 5" and 4", totaling 15".

Seven trees had multiple trunks arising from the ground level: #12, 25, 27, 79, 80, 81 and 82 (photo 1). However, none of those trunks were 15" or larger in diameter, so I did not

identify them as Heritage trees. I have since learned that the City's policy is to add the diameter of multiple stems together; if the sum is 15" or greater, the tree is designated as a Heritage Tree. That change has increased the number of Heritage trees at the site from 33 (not counting dead tree #58) to 40 (Table 1).

Table 1: Heritage Trees. 300-550 El Camino Real, Menlo Park

Tag #	Species	Trunk Diameter (in.)	Condition 1=poor 5=excellent	Suitability for Preservation	Proposed Disposition
5	Canary Island date palm	25	3	Moderate	Preserve; off-site
6	Canary Island date palm	31	3	Moderate	Preserve
7	Canary Island date palm	27	3	Moderate	Preserve
8	Canary Island date palm	27	3	Moderate	Preserve
9	Canary Island date palm	27	3	Moderate	Transplant
12	Hollywood juniper	11, 6, 5, 3	3	Low	Remove
25	Coast live oak	5, 4, 2, 2, 2	3	Moderate	Remove
27	Holly oak	10, 8	3	Moderate	Remove
48	Italian stone pine	36	2	Low	Remove
49	Italian stone pine	36	3	Low	Remove
59	Italian stone pine	26	3	Low	Remove
69	Valley oak	44	2	Low	Remove
71	Tree of heaven	23	3	Low	Remove
72	Tree of heaven	15	3	Low	Remove
78	Coast live oak	11	3	Low	Remove
79	Coast live oak	8, 6	2	Low	Remove
80	Silver dollar gum	6, 5, 4	3	Low	Remove
81	Silver dollar gum	10, 10	2	Low	Remove
82	Silver dollar gum	9, 7, 7, 5	2	Low	Remove
84	Silver dollar gum	26	3	Low	Remove
86	Silver dollar gum	32	2	Low	Remove
101	Blue gum	21	2	Low	Preserve; off-site
102	Blue gum	30	2	Low	Preserve; off-site
103	Blue gum	25	2	Low	Preserve; off-site
104	Blue gum	19	2	Low	Preserve; off-site
105	Blue gum	19	2	Low	Preserve; off-site
106	Blue gum	28	2	Low	Preserve; off-site
107	Blue gum	26	2	Low	Preserve; off-site
108	Blue gum	20	2	Low	Preserve; off-site

Tag #	Species	Trunk Diameter (in.)	Condition 1=poor 5=excellent	Suitability for Preservation	Proposed Disposition
109	Blue gum	24	2	Low	Preserve; off-site
113	Coast redwood	17	4	High	Preserve; off-site
114	Coast redwood	19	4	High	Preserve; off-site
115	Coast live oak	25	3	Low	Preserve; off-site
116	Coast redwood	24	4	High	Preserve; off-site
117	Coast redwood	25	4	High	Preserve; off-site
118	Coast redwood	25	4	High	Preserve; off-site
122	London plane	15	4	High	Preserve; off-site
123	Coast redwood	26	5	High	Preserve; off-site
276	Coast live oak	14	3	Low	Remove
277	Tree of heaven	15	2	Low	Remove

Heritage Tree Disposition

The plans for the site are to completely demolish the existing buildings and site features and to build a new mix-use project. As a result, 18 Heritage trees, all but two of which have low suitability for preservation because of their health and/or structural condition, are proposed for removal (Table 2). In addition, transplanting Heritage Canary Island date palm #9 to another location on the site is proposed. Heritage tree removal permit applications for each tree are attached, as well as the Tree Inventory Map showing the location of each.

Table 2. Heritage trees proposed for removal. 300-550 El Camino Real, Menlo Park.

Tag #	Species	Trunk Diameter (in.)	Suitability for Preservation
12	Hollywood juniper	11, 6, 5, 3	Low
25	Coast live oak	5, 4, 2, 2, 2	Moderate
27	Holly oak	10, 8	Moderate
48	Italian stone pine	36	Low
49	Italian stone pine	36	Low
59	Italian stone pine	26	Low
69	Valley oak	44	Low
71	Tree of heaven	23	Low
72	Tree of heaven	15	Low
78	Coast live oak	11	Low
79	Coast live oak	8, 6	Low
80	Silver dollar gum	6, 5, 4	Low
81	Silver dollar gum	10, 10	Low
82	Silver dollar gum	9, 7, 7, 5	Low
84	Silver dollar gum	26	Low

Tag #	Species	Trunk Diameter (in.)	Suitability for Preservation
86	Silver dollar gum	32	Low
276	Coast live oak	14	Low
277	Tree of heaven	15	Low

Replacement trees to mitigate the removal of Heritage trees as well as the planned future location of transplanted palm #9 are shown on the project Landscape Plans (The Guzzardo Partnership, Inc.).

Twenty-one Heritage trees will be preserved in place. Heritage trees are required to be preserved and maintained in a state of good health. A permit from the City is required to remove or prune more than one fourth of the canopy and/or roots. Tree protection and preservation guidelines are provided in the Arborist Report (May 19, 2017).

Sincerely

Nelda Matheny
Registered Consulting Arborist #243

Tree Inventory Map

300-550 El Camino Real
Menlo Park, CA

Prepared for:

Stanfrod University

April 3, 2015

Notes:
1. Tree locations are approximate.

2. Basemap is ESRI aerial image.

Legend

- Trees

N

260 Feet

HORT SCIENCE
325 Ray Street
Pleasanton, CA 94566
Phone (925) 484-0211
Fax (925) 484-0596

ATTACHMENT C

June 28, 2017

John Donahoe
Stanford University Land, Buildings and Real Estate
3160 Porter Drive, Suite 200
Palo Alto, CA 93404

Subject: Advanced tree inspection
300-550 El Camino Real, Menlo Park, CA

Dear Mr. Donahoe:

In the Arborist Report (May 19, 2017) for the subject site I described three Heritage trees as lacking basal flare: Italian stone pines (*Pinus pinea*) #49 and 59 and valley oak (*Quercus lobata*) #69. The City of Menlo Park requested that a root collar inspection be performed on each. This report summarizes those inspections.

Methods of Inspection
To inspect the condition of the basal trunk area, the soil at the base of each tree was excavated using a pneumatic device to expose the original basal trunk flare and buttress roots. I then examined the area visually, inspected the condition of the bark and cambium using a chisel, and tested the integrity of the wood to a depth of 18" using a Resistograph®, a decay detection and recording device. I performed the inspection on June 2.

Italian stone pine #49
Italian stone pine #49 is a large, leaning, mature Heritage tree 36" in trunk diameter (photo 1). The foliage was thin and chlorotic (yellow). The base of the trunk had no flare, indicating it likely had fill soil placed over the original root collar. The tree was surrounded by pavement and roots had cracked and uplifted the pavement. There was a velvet top fungus (*Phaeolus schweinitzii*) conk at the base of the trunk on the southwest. This is a fungus that causes extensive root and basal trunk decay in conifers, making the tree more prone to windthrow and lower stem breakage. There are no treatments to halt or repair decay progression in infected trees.

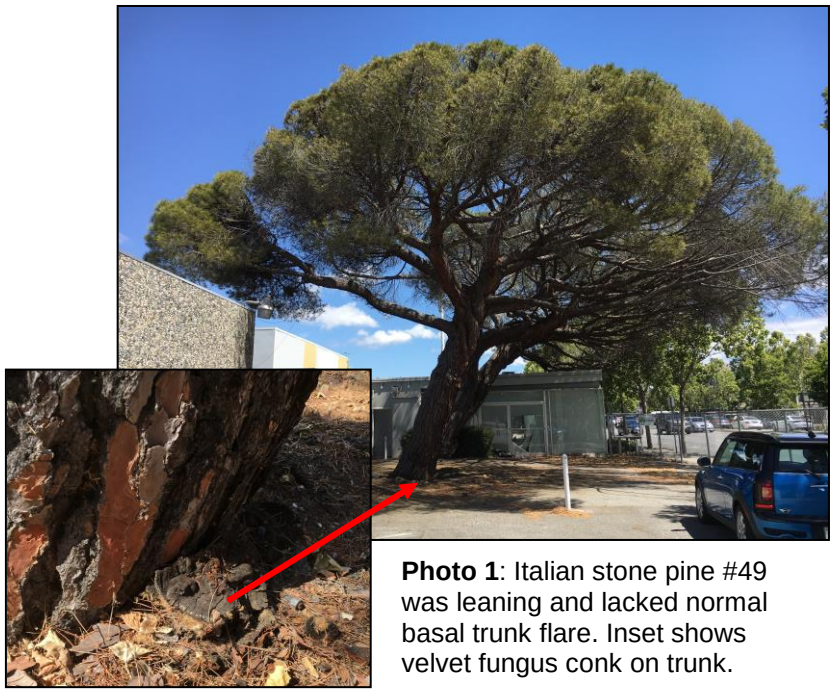


Photo 1: Italian stone pine #49 was leaning and lacked normal basal trunk flare. Inset shows velvet fungus conk on trunk.

The soil around the base of the tree was excavated to a depth

of 20". There was an extensive network of circling adventitious roots around the trunk base (photo 2).

I tested the basal trunk area below the point at which the decay conk was attached. The Resistograph trace indicated that the wood was decayed (fig. 1).

Based on my testing and analysis I rate the likelihood for this tree to fail within the next five years as **probable**.

Photo 2: The root collar excavation at tree #49 revealed approximately 20" of fill over the root collar and a dense network of circling adventitious roots.

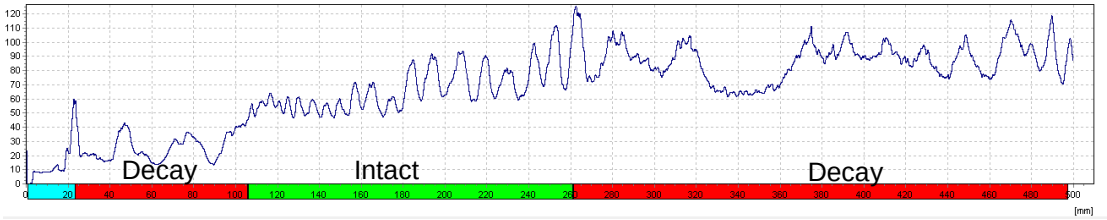


Fig. 1: Resistograph trace into the basal trunk area below the fungal conk.

Italian stone pine #59

Italian stone pine #59 also is a mature Heritage tree with an asymmetric crown (photo 3). The trunk diameter is 26 inches. In 2012 there was an adjacent Heritage pine (#58) that died between then and 2015. The dead tree was removed in 2016.

This tree also lacked basal trunk flare. Excavation revealed 24" of fill soil had been placed over the root collar in years past.

The primary visual clues indicating condiitons of concern for this tree were signs of localized wood failure from tension and compression forces acting acting on the lower trunk. On the west side where the trunk was under compression, the bark was indented (photo 4). One the east side where the trunk was under tension, the

Photo 3: Pine #59 was leaning to the west and lacked basal trunk flare. There was 24" of fill soil over the original root collar.

bark was fractured and protruding outward (photo 5).

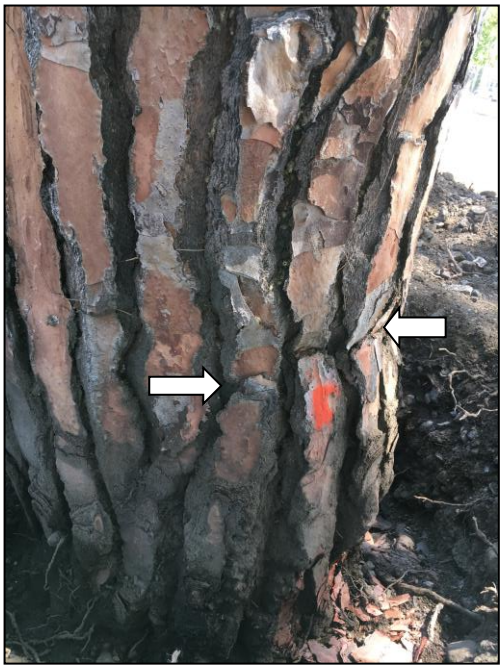


Photo 4 (left): Localized failure of the west side of the trunk under compression forces.

Photo 5 (right): Localized failure of the east side of the trunk under tension forces.

Based on my testing and analysis I rate the likelihood for this tree to fail within the next five years as **probable**.

Valley oak #69
Valley oak #69 was a mature Heritage tree with a trunk diameter of 44 inches. This tree was in poor condition with several very large pruning wounds with extensive decay and an asymmetric form to the west (photo 6). There were remnants of sulfur fungus (*Laetiperus gilbertsonii*) on the large wound faces. This decay organism causes and cubical brown rot that reduces structural strength and makes the tree prone to failure.

The root collar excavation removed 24" of soil and revealed the presence of a cavity on the north side (photo 7). I was able to insert a 24"-long probe into the cavity. I do not know how much deeper the cavity extended below

Photo 6: Valley oak #69 had large wounds with remnants of the decay conk sulfur fungus.

the trunk. Based on my testing and analysis I rate the likelihood for this tree to fail within the next five years as **probable**.

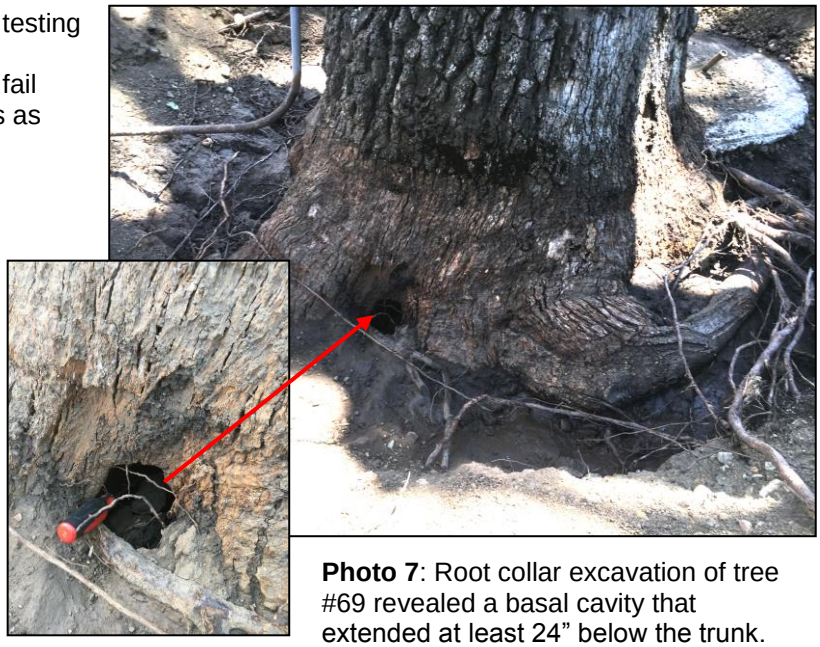


Photo 7: Root collar excavation of tree #69 revealed a basal cavity that extended at least 24" below the trunk.

In summary, I inspected Heritage trees #49, 59, and 69 following root collar excavations of each. Based on the degree of decay and defects present in each tree I rate the likelihood for each tree to fail in the next five years as **probable**. I recommend removing and replacing them. all three trees.

Sincerely

Nelda Matheny
Registered Consulting Arborist #243

MEMORANDUM

Date: 7/12/17
To: Community Development Department, Planning Division
From: Christian Bonner, City Arborist
Re: Heritage Tree Removal Permit Application, 550 El Camino Real

The Community Development, Planning Division is conducting a review of a Architectural Review application for parcels 300 – 550 El Camino Real collectively known as 550 El Camino Real. The applicant submitted permit applications for the removal of 19 Heritage Trees. The City Arborist was asked to review the project arborist's report to make recommendations for City action on removal permits and proposed non-heritage Street Trees proposed for removal. Specifically, this memo summarizes the following: 1.) Significant trees suitable for preservation. 2.) Recommendations to either approve or deny the Heritage Tree Removal Application.

Background
Pursuant to Section 13.24 – Heritage Trees of the Menlo Park Municipal Ordinance, certain trees are regulated by the City. It is the intent of this chapter to establish regulations of the removal of Heritage Trees within the city in order to preserve as many trees as possible consistent with the propose of this chapter and the reasonable economic enjoyment of private property. As used in this chapter, "Heritage Tree" is defined as:

1. A tree or group of trees of historical significance, special character or community benefit, specifically designated by resolution of the city council;

2. An oak tree (Quercus) which is native to California and has a trunk with a
circumference of 31.4 inches (diameter of 10 ten inches) or more, measured at fifty –four (54) inches above natural grade. Trees with more than one trunk shall be measured at the point where the trunks divide, with the exception of trees that are under twelve (12) feet in height, which will be exempt from this section;

3. All trees other than oaks which have a trunk with a circumference of 47.1 inches (diameter of fifteen (15 inches) or more, measured fifty –four (54) inches above natural grade. Trees with more than one trunk shall be measured at the point where the trunks divide, with the exception of trees that are under twelve (12) feet in height which will be exempt from this section. (Ord. 928 s 1(part), 2004)

Summary of Findings
Site Conditions
On July 12, 2017 the City Arborist conducted and onsite visit to the project location at 550 El Camino Real. The existing Heritage Trees were generally in poor to fair condition. Prolonged deferred tree maintenance has resulted in the poor structure of many trees as well as several volunteer trees growing to Heritage Tree size. Lack of adequate rooting space and grade changes appeared to be the primary limiting factor to tree health in many cases. See Attachment A for evaluation of 19 onsite Heritage Trees proposed for removal.

Offsite Street Trees were observed to be generally in good condition with a few individual trees in fair condition. See Attachment B for evaluation of 3 Street Trees proposed for removal.

Project Arborist Report and Heritage Tree Removal Permit Applications
The Arborist Report completed by Hortscience was the subject of the City Arborist review.

According to the Hortscience description of trees the Arborist Report includes all on-site trees 6" in diameter and greater and off-site trees located at the northeast and northwest property lines with canopies overhanging parcels at 550 El Camino Real. This includes adjacent City Street Trees on El Camino Real.

For those trees with more than one trunk division occurs below the existing grade, which does not allow for trunk measurements to be taken at the point where the trunk divides, Hortscience was directed by the City Arborist to use the sum of the individual trunk circumference measurements taken at fifty –four (54) inches above natural grade.

Submittals of a total of 19 Heritage Tree removal permit applications were included as one application permit (HTR2017-00102). A removal application was submitted for the proposed on site transplantation of tree #9 – Canary island date palm (refer to landscape plan).

Conclusions
Significant Trees for Preservation
It is the opinion of the City Arborist that Street Trees #23 and #24 - London plane - should be considered for preservation. The Project Arborist should provide recommendations for the feasibility of preserving one or both trees. Alternatively, recommend coordinating with City staff to identify additional Street Tree planting locations adjacent to parcel to avoid net loss in number of Street Trees on El Camino Real.

Recommendation for the Heritage Tree Removal Application.
It is the opinion of the City Arborist to approve the 550 El Camino Real Heritage Tree Removal Application.

Recommendations
1. Accept Heritage Tree Removal Permit Application No. HTR2017-00102 per MPMC section 13.24.040 factors;
   a) Item 1. The condition of the tree or trees with respect to disease, danger of falling, proximity to existing or proposed structures and interference with utility services;
   b) Item 4. The long-term value of the species under consideration, particularly lifespan and growth rate

3. The applicant should apply for Street Tree removal in writing in accordance with MPMC Section 13.20.060

Sincerely,

Christian Bonner
City Arborist
Public Works Department

STAFF REPORT

Environmental Quality Commission
Meeting Date: **7/26/2017**
Staff Report Number: **17-015-EQC**

Regular Business: **Nominate a commissioner to serve on the Transportation Master Plan Oversight and Outreach Committee**

Recommendation

Staff recommends the Environmental Quality Commission nominate a member to serve as a representative on the Transportation Master Plan Oversight and Outreach Committee for potential City Council appointment Aug. 29, 2017.

Policy Issues

The development of a transportation master plan is included in the City Council's adopted 2017 Work Plan (Item No. 46) and is one of the highest priority implementation programs in the 2016 General Plan Circulation Element. The creation of a Transportation Master Plan Oversight and Outreach Committee will help guide the transportation master plan process to a successful completion. The committee would be a Brown Act body, meaning all meetings of the committee would be open to the public and noticed at least 24 hours before the meeting.

Background

On Nov. 29, and Dec. 6, 2016, the City Council completed actions to approve the ConnectMenlo General Plan Land Use and Circulation Elements. This was a multiyear, comprehensive process that represents a vision for a live/work/play environment in the former M-2 Area while maintaining the character and values that the City has embraced. The General Plan serves as the City's comprehensive and long range guide to land use and infrastructure development in the City. The Land Use and Circulation Elements, along with the Housing Element which was adopted in 2014, provide the key policy framework to guide the City's physical development. While the adoption of the General Plan was a major accomplishment for the City, the work is not done. The plan is dynamic; the Elements contain a number of goals, policies and programs that implement the City's vision.

Transportation challenges, including multimodal safety, traffic congestion, neighborhood quality of life, and regional coordination are significant concerns to the City of Menlo Park. The Circulation Element includes a number of forthcoming transportation-related programs, including those to encourage multimodal transportation, provide opportunities for active transportation to encourage health and wellness, minimize cut-through traffic on residential streets, and consider changes to the transportation impact metrics the City uses to evaluate development proposals. High priority transportation-related programs are the development of a transportation master plan and updates to the transportation impact fee.

A transportation master plan would provide a bridge between the policy framework adopted within the Circulation Element and project-level efforts to modify the transportation network within Menlo Park. Broadly, it provides the ability to identify appropriate projects to enhance the transportation network, conduct community engagement to ensure such projects meet the communities' goals and values, and prioritize projects based on need for implementation. The transportation master plan, when completed, would provide a detailed vision, set goals and performance metrics for network performance, and outline an implementation strategy for both improvements to be implemented locally and for local contributions toward regional improvements. It will serve as an update to the City's bicycle and sidewalk plans. Following development of the master plan, the transportation impact fee program update would provide a mechanism to modernize the City's fee program to collect funds toward construction of the improvements identified and prioritized in the master plan.

The transportation master plan, however, is not designed to identify project-level, specific solutions to individual neighborhood cut-through traffic concerns, specific Safe Routes to School infrastructure plans, or provide detailed engineering designs of the improvements that will be identified in the plan. These efforts would be prioritized in the plan for future work efforts and through current projects such as Willows Neighborhood Complete Streets.

On May 23, 2017, the City Council authorize the City Manager to enter into an agreement with W-Trans, after an extensive consultant selection process, for the transportation master plan and transportation impact fee program in a not to exceed amount of $400,000. The overall project schedule is included as Attachment A.

Analysis

The scope of work for the development of the TMP includes the creation of the committee comprised of 11 members appointed by the City Council. The composition of the committee would be two at-large members, two members of the City Council, three members from local organizations, and one member from each of the following city commissions:

- Complete Streets Commission
- Environmental Quality Commission
- Parks and Recreation Commission
- Planning Commission

These four commissions, out of all seven city commissions, most align with the purpose of the transportation master plan with their typical review subjects and carry-out assignments.

Staff is asking each commission to nominate one member for appointment to serve on the committee, subject to City Council confirmation of the appointment. If more commissioners are interested in serving, he or she could apply for one of the at-large appointments. All commission nominations should be completed by Aug. 23, 2017. Recruitment for the two at-large appointments, through an open application (Attachment B) process, will commence in July and close Monday, Aug. 14, 2017.

Each member nominated by a commission will be asked to complete the same application so the City Council can have equal information about all potential members. The packet of applications will be posted on the website and distributed to the City Council. The appointments are tentatively scheduled for the Aug. 29, 2017, City Council meeting.

The core mission for the committee is as follows:

- Provide advisory input and recommendations to the consultant and staff regarding the outreach process and draft master plan materials and submittals
- Guide and keep the project process on track to meet the key milestones
- Reach out to community members to share content and encourage participation at community engagement activities such as workshops/meetings and other planning activities

The term for this appointment will correspond with the transportation master plan project schedule, which is targeted for approximately one year starting from July 2017. Although tentative, the committee members are expected to attend four meetings as summarized below:

Oversight and Outreach Committee – proposed meetings		
Event	**Date and approximate time**	**Purpose**
Meeting #1	September 2017, evening	• Review existing transportation conditions • Review study performance metrics and prioritization criteria
Meeting #2	January 2018, evening	• Review transportation strategies and recommendations • Review draft transportation master plan
Meeting #3	March/April 2018, evening	• Review final transportation master plan
Meeting #4	July/August 2018, evening	• Review transportation impact fee program

The committee meetings would typically be held at the Arrillaga Family Recreation Center or Menlo Park Senior Center in the early evening on a day that avoids conflicts with other City meetings whenever possible, likely on Thursdays.

In addition, committee members are encouraged to attend project workshops and other public events. Although tentative, the events are listed below:

Transportation Master Plan community events		
Event	**Date/time**	**Location**
Downtown Block Party	Wednesday, Aug. 16, 2017, 5:30–8 p.m.	Downtown Menlo Park Santa Cruz Avenue between University Drive and El Camino Real
Kelly Park Concert Series	Tuesday, Aug. 22, 2017, 6–8 p.m.	Kelly Park 100 Terminal Ave.
Neighborhood Walk-shop #1	TBD*	TBD
Neighborhood Walk-shop #2	TBD	TBD
Neighborhood Walk-shop #3	TBD	TBD

* TBD = to be determined

The “neighborhood walk-shops” are walking tours of neighborhood streets, with a focus on observing and identifying local transportation issues and opportunities. They are designed for the general public to interact with City staff and officials in person. More detailed information about these walk-shops will be publicized in

the near future.

In addition to attending public events, interested individuals can follow the latest project progress through the project website (menlopark.org/tmp) and have opportunities to provide inputs on ideas, priorities and vision for the transportation master plan through the website.

If a commission is not interested in having a representative on the committee, the City Council could consider either decreasing the membership or converting a commission slot to an at-large slot.

Impact on City Resources

The formation of the committee is part of the scope of work in the approved transportation master plan contract with W-Trans.

Environmental Review

The formation of the committee to help guide the development of the transportation master plan is not a project under the California Environmental Quality Act (CEQA) Guidelines. Future project actions originated from the transportation master plan will comply with environmental review requirements under CEQA.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

A. Project schedule
B. Application form

Report prepared by:
Kevin Chen, Assistant Engineer

Report reviewed by:
Kristiann Choy, Senior Transportation Engineer

Transportation Master Plan
Project Schedule

1.	Project Initiation	June 2017
2.	Transportation Information Summary	June–July 2017
3.	Public Engagement (1)	July–September 2017
4.	Identify Performance Metrics/Prioritization Criteria	September 2017
5.	Initial Strategies and Recommendations	September – December 2017
6.	Public Engagement (2)	January 2018
7.	Admin Draft TMP	February 2018
	Draft TMP	March 2018
	Final TMP	April 2018
8.	Transportation Impact Fee	April – June 2018
9.	Meetings	Ongoing

TRANSPORTATION MASTER PLAN OVERSIGHT AND OUTREACH COMMITTEE APPLICATION

Public Works
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6770

COMMITTEE MEMBERSHIP

The City is embarking on the development of a transportation master plan. The plan received one of the highest priority rankings for implementation programs in the 2016 General Plan Circulation Element and received the highest priority ranking in the 2017 City Council Work Plan.

Transportation challenges, including multi-modal safety, traffic congestion, neighborhood quality of life and regional coordination are significant concerns to the City of Menlo Park. Broadly, the plan will provide the ability to identify appropriate projects to enhance the transportation network, conduct community engagement to ensure such projects meet the communities' goals and values and prioritize projects based on need for implementation. When completed, the plan will provide a detailed vision, set goals and performance metrics for network performance and outline an implementation strategy for improvements to be implemented locally as well as for local involvement towards regional improvements.

The importance of a well-developed plan, coupled with an accelerated project schedule, necessitates the need to create an Oversight and Outreach Committee to help guide and advise the project team to a successful project completion.

The composition of the committee will be two at-large members, two members of the City Council, three members from local organizations, and one member from each of the following city commissions:

- Complete Streets Commission
- Environmental Quality Commission
- Parks and Recreation Commission
- Planning Commission

Each commission and local organization will nominate one member for appointment to serve on the committee, subject to City Council confirmation. If more commissioners are interested in serving, then he or she could apply for an at-large appointment. Community members who have multiple interests (i.e., business owner, active transportation user, neighborhood group leader, etc.) are encouraged to apply for the at-large positions.

COMMITTEE CHARGES

The committee would be a Brown Act body (all meetings of the committee would be open to the public and noticed at least 24 hours before the meeting) with a core mission as follows:

- Provide advisory input and recommendations to the consultant and staff regarding the outreach process and draft master plan materials and submittals
- Guide and keep the project process on track to meet the key milestones; and
- Reach out to community members to share content and encourage participation at community engagement activities such as workshops/meetings and other planning activities.

COMMITTEE TERM OF SERVICE AND COMMITMENTS

The term for this appointment will correspond with the project schedule, which is targeted for approximately one year starting from July 2017. Although **tentative**, all committee members are expected to attend four community meetings as summarized below:

1. Meeting #1 - September 2017, evening
   - Review existing transportation conditions
   - Review study performance metrics and prioritization criteria
2. Meeting #2 - January 2018, evening
   - Review transportation strategies and recommendations
   - Review draft transportation master plan

3. Meeting #3 - March/April 2018, evening
   - Review final transportation master plan
4. Meeting #4 - July/August 2018, evening
   - Review transportation impact fee program

The committee meetings will typically be held at the Arrillaga Family Recreation Center or Menlo Park Senior Center in the early evening on a day that avoids conflicts with other City meetings whenever possible, likely on Thursdays.

In addition, committee members are strongly encouraged to attend project workshops and other public events. Although **tentative**, the events are listed below:

1. Downtown Block Party – Wednesday, Aug. 16, 2017, 5:30-8 p.m.
   - Downtown Menlo Park – Santa Cruz Avenue between University Drive and El Camino Real
2. Kelly Park Concert Series – Tuesday, Aug. 22, 2017, 6-8 p.m.
   - Kelly Park – 100 Terminal Ave.
3. Neighborhood Walk-shop #1 – TBD*
   - Location TBD
4. Neighborhood Walk-shop #2 – TBD
   - Location TBD
5. Neighborhood Walk-shop #3 – TBD
   - Location TBD

*TBD = to be determined

The “neighborhood walk-shops” are walking tours of neighborhood streets, with a focus on observing and identifying local transportation issues and opportunities. They are designed for the general public to interact with City staff, officials and committee members in person. More detailed information about these walk-shops will be publicized in the near future.

In addition to attending public events, interested individuals can follow the latest project progress through the project website (menlopark.org/TMP) and will have opportunities to provide input on ideas, priorities and the vision for the plan through the website.

COMMITTEE APPOINTMENT PROCESS

The application deadline is Wednesday, Aug. 16, 2017 at 5 p.m. Please return your application, along with any attachments, to the City Clerk, at the listed address before the deadline. The City Council will review all applications and may contact you individually. All appointments will be made by nomination and vote of the City Council at its meeting, tentatively scheduled for Aug. 29, 2017. Questions about the application process should be directed to Jelena Harada, Deputy City Clerk, at 650-330-6620 or by email at jvharada@menlopark.org.

SPECIAL INFORMATION

Committee members are expected to attend all committee meetings and are strongly encouraged to attend all public outreach project events and meetings. Failure to attend meetings may result in removal by the City Council. Committee members are not paid for their volunteer service. More specific information about the transportation master plan may be obtained by viewing the City’s website at menlopark.org/TMP and by contacting Kevin Chen at kchen@menlopark.org or 650-330-6770.

ATTACHMENT B

COMMISSION AND COMMITTEE APPLICATION

City Clerk
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6620 fax 650-328-7935

Please type or print clearly. You may attach additional pages, if necessary. This is a public document.
Date:
Commission or committee of interest:
Name:
Education:
Civic affiliations and community activities, including service on other commissions or committees:
Describe your understanding of the responsibilities of the commission or committee that you are applying for and how your personal community or professional experience relate to these responsibilities:
Describe why you want to serve on this commission or committee and what you hope to accomplish as a member:

_____ _____

Signature Date

OFFICE USE ONLY:

Application received: _____
Considered by City Council: _____
Considered by City Council: _____
Considered by City Council: _____
If appointed, term ends: _____

Address verified within city limits: ☐ By: _____ (Initials)
Appointed: ☐ Yes ☐ No
Appointed: ☐ Yes ☐ No
Appointed: ☐ Yes ☐ No

Personal information:			
Name:	Number of years as a Menlo Park resident:		
Resident address:	City:	State:	Zip:
Mailing address (if different):	City:	State:	Zip:
Phone:	Email:		
Business address:	City:	State:	Zip:
Business phone:			
Registered voter: ☐ Yes ☐ No			
How did you hear about this opportunity: ☐ Newspaper ☐ Email ☐ City website ☐ Nextdoor.com ☐ Patch.com ☐ Other			

If I am appointed, the City is authorized to post the following information on the City website:	Cell phone: Business phone: Home phone: Email:	☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No

CITY OF MENLO PARK

REGULAR MEETING MINUTES - DRAFT

Date: 6/21/2017
Time: 6:30 p.m.
Administration Building
701 Laurel St., Menlo Park, CA 94025

A. Chair London called the meeting to order at 6:52 p.m.

B. Roll Call

Present: Chris DeCardy, Joyce Dickerson, Chair Janelle London, Vice Chair Deb Martin
Absent: Allan Bedwell, Scott Marshall, Christina Smolke
Staff: Clay Curtin, Assistant to the City Manager/Interim Sustainability Manager
Vanessa Marcadejas, Senior Sustainability Specialist

C. Public Comment

No one from the audience provided public comment.

D. Regular Business

D1. Discuss and make a recommendation to the City Council in support of a renewable water heating model ordinance

Clay Curtin provided an update to the commission.

Public comment on the item:

- Tom Kabat stated support for the creation of a model ordinance.

ACTION: Motion and Second (Dickerson/London) to recommend to the City Council that a letter of support be sent to the California Energy Commission for inclusion of a renewable water heating model ordinance to complement the CEC's efforts on a model solar photovoltaic ordinance, passes (4-0-3; Bedwell, DeCardy and Smolke absent).

D2. Discuss the creation of a parking policy to minimize vehicle emissions

Clay Curtin provided an update to the commission.

Public comment on the item:

- Andrew Barnes stated support for a citywide transportation demand management program that could include best management practices for benchmarking trip counts.

The commission identified the Climate Action Plan subcommittee to take the lead on collaborating with the Complete Streets Commission to determine best management practices around the City's transportation demand management and potential creation of a transportation management

authority with the intent of reducing vehicle emissions.

D3. Discuss the Climate Action Plan progress and update on greenhouse gas emissions inventory

Vanessa Marcadejas and Clay Curtin provided a presentation to the commission.

The commission expressed interest in updating the climate action plan strategies and possibly the increasing the greenhouse gas reduction goal. Staff will return later this fall with an update.

D4. Discuss Environmental Quality Commission meeting schedule

Clay Curtin introduced the item and shared some of the scheduling conflicts and requests that staff had received.

ACTION: Motion and second (Martin/DeCardy) to move the July 19 meeting to July 26 and the August 16 meeting to August 23, passes (4-0-3; Bedwell, Marshall and Smolke absent).

D5. Approve the May 17, 2017, Environmental Quality Commission meeting minutes

ACTION: Motion and second (London/Martin) to approve the May 17, 2017, meeting minutes passes (3-0-1-3; DeCardy abstained; Bedwell, Marshall and Smolke absent).

Commissioner DeCardy left the meeting at 9:24 p.m.

E. Reports and Announcements

E1. Commissioner reports

Chair London shared ideas for potential updates to the City's Climate Action Plan website.

E2. Staff update and announcements

Clay Curtin referenced the written report attached to the agenda.

E3. Future Agenda items

Clay Curtin announced pending items that staff planned to bring to the commission in the future:

- 1810 Bay Laurel heritage tree appeal for one deodar cedar tree
- 1730 Stanford Ave heritage tree appeal for one magnolia tree
- Climate Action Plan progress and greenhouse gas reduction target update
- Discuss the creation of a policy to minimize vehicle emissions

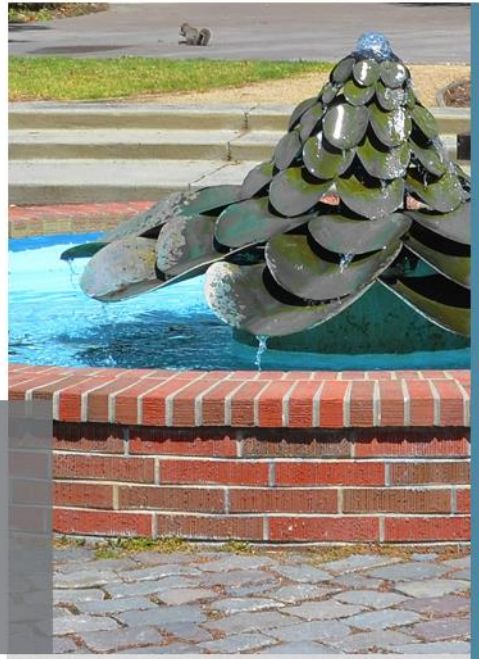
F. Adjournment

Chair London adjourned the meeting at 9:26 p.m.

Minutes prepared by Vanessa Marcadejas.

CLIMATE ACTION PLAN UPDATE

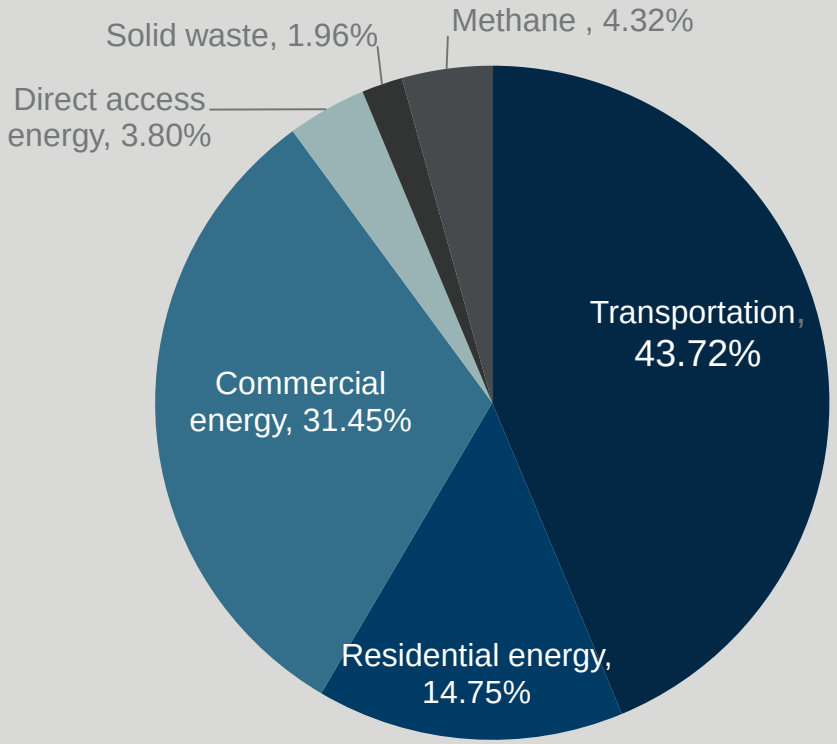
and Status Report – June 21, 2017



BACKGROUND

- Baseline greenhouse gas inventory completed in 2005
- First climate action plan adopted in 2009
- Greenhouse gas reduction target adopted in 2013
  - 27 percent below 2005 levels by 2020
- Last climate action plan update to City Council was in October 2015

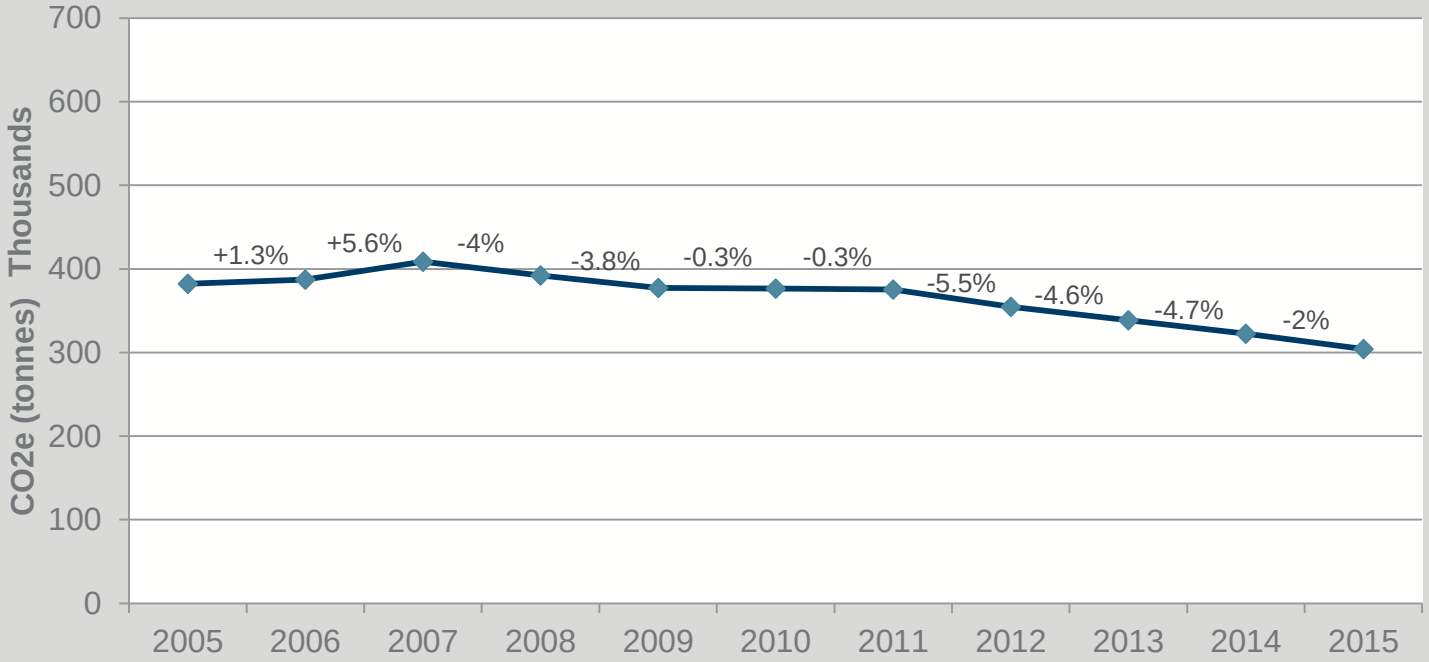
2015 COMMUNITYWIDE GREENHOUSE GAS EMISSION SOURCES



CHANGES FROM 2005-2015 BY SECTOR

- Transportation Sector (fuel) ↑ 3.87%
  - Increase of 600,000 gallons fuel consumed
- Energy Sector (kWh) ↓ 55%
  - Residential: reduction of 5.6 million kilowatt hours (equivalent of 1 year's energy for 416 homes)
  - Commercial: reduction of 46 million kilowatt hours (equivalent of 1 year's energy for 3,414 homes)
  - Direct access: reduction of 69 million kilowatt hours (equivalent of 1 year's energy for 5,121 homes)
- Solid Waste Sector (tons) ↓ 22%
  - Reduction of 8,500 tons solid waste landfilled
- Methane collection at Bedwell Bayfront Park (tonnes) ↓ 58%
  - Reduction of 890 tonnes

COMMUNITY GREENHOUSE GAS EMISSIONS



CHANGES IN THE COMMUNITY 2005-2015

- Population increased by 2,768 ↑ 9.06%
- Employment of the City's labor force increased by 3,871 ↑ 25%

CLIMATE ACTION PLAN HIGHLIGHTS THROUGH 2015

- Greenhouse gas reduction target set at 27% below 2005 levels by 2020
- City environmental purchasing policy
- Solar installations on city facilities
- Energy efficiency upgrades to city facilities

PROJECTS COMPLETED AFTER 2015

- Public electric vehicle charging stations
- Update to sustainable building standards in General Plan and M-2 area
- Caltrain Go Pass implementation
- City shuttle program expansion
  - 13 new shuttle runs, 1 additional bus
  - More stops for multifamily housing, senior center and commuter routes
  - Greatly improved service to downtown from Belle Haven and Sharon Heights

PROJECTS IN PROGRESS

- Community zero waste plan
- City solid waste franchise agreement update
- Update to environmental purchasing policy
- Residential and commercial energy efficiency programs
- Residential and commercial water conservation and waste reduction
- Bedwell Bayfront Park master plan and technical master plan
- Resiliency strategies for Sea Level Rise (SLR) zone
- City streetlight retrofits
- Climate action plan data publishing and community engagement
- Full climate action plan update to City Council in Fall 2017

PLANNED STRATEGIES

- Re-invigorate social marketing to increase biking, public transit and walking
- Standardized sustainability requirements for new City facilities and vehicles
- Revision of the 2004 city street tree master plan
- Promote fuel switching strategies to reduce natural gas and increase renewable electric energy
- Encourage expanded local food production
- Consider large scale renewable energy generation (possibly a specific large-scale project or concerted push for more solar roof-top installations)

QUESTIONS

STAFF REPORT

Environmental Quality Commission
Meeting Date: **7/26/2017**
Staff Report Number: **17-016-EQC**
Manager's Report: Sustainability Manager's update and announcements

Recommendation

Staff recommends the Environmental Quality Commission receive the Sustainability Manager's update and announcements.

Policy Issues

This written report is meant to supplement the verbal report provided at the Environmental Quality Commission's regular meeting. It is informational only.

Updates and Announcements

Senior Sustainability Specialist vacancy

Vanessa Marcadejas announced her resignation earlier this month; her last day was July 14. She has taken a position with Santa Clara County as their new Clean Water Program Manager. A recruitment for her replacement has not begun, however, Human Resources has solicited letters of interest from internal staff to provide temporary assistance to the Sustainability Division. In addition, our current sustainability assistant has increased his hours temporarily for the next month or two.

Sustainability Manager vacancy

Former Environmental Programs Manager Rebecca Lucky has been appointed the new Sustainability Manager and is tentatively scheduled to start in mid-August. More information on Ms. Lucky is available at menlopark.org/Blog.aspx?IID=810#item

Upcoming events and meeting dates

Aug. 2 – Community meeting w/Mayor Keith and Canopy promoting tree planting in Belle Haven
Aug. 7 – Bay Area SunShares enrollment begins, visit bayareasunshares.org for more information.
Aug. 10 – Community meeting on the conceptual plan alternatives for Bedwell Bayfront Park, 6:30–8:30 p.m. at the Menlo Park Senior Center
Aug. 12 – Household hazardous waste collection event, register online at menlopark.org/hhwevent
Aug. 22 – (Tentative) City Council consideration of the term sheet for the Middle Plaza at 500 El Camino Real project
Aug. 29 – Environmental Quality Commission quarterly update to the City Council

Report prepared by:
Clay J. Curtin, Assistant to the City Manager/Interim Sustainability Manager