



REGULAR MEETING MINUTES

Date: 12/14/2020
Time: 7:00 p.m.
GoToWebinar.com – ID #109-469-571

A. Call To Order

Chair Henry Riggs called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Barnes, Chris DeCardy, Michael Doran (Vice Chair), Larry Kahle, Henry Riggs (Chair), Michele Tate

Absent: Camille Kennedy

Staff: Chris Lamm, Assistant Public Works Director; Matt Pruter, Associate Planner; Corinna Sandmeier, Senior Planner; Leo Tapia, Planning Technician; Chris Turner, Assistant Planner

C. Reports and Announcements

Senior Planner Corinna Sandmeier said the City Council would meet December 15, 2020 at 5 p.m. to recognize the Council Member leaving office, welcome the newly elected Council Member, and select the Mayor and Vice Mayor.

D. Public Comment

Planning Technician Leo Tapia said Jorge Tapia had asked in the question field whether the meeting would be recorded.

Chair Riggs confirmed with Planner Sandmeier that meetings were recorded, and then closed public comment.

E. Consent Calendar

- E1. Approval of minutes from the November 16, 2020, Planning Commission meeting. ([Attachment](#))

ACTION: Motion and second (Larry Kahle/ Chris DeCardy) to approve the minutes from the November 16, 2020 Planning Commission meeting as submitted; passes 6-0-1 with Commissioner Camille Kennedy absent.

F. Public Hearing

- F1. Use Permit/Chris Kummerer/680 Lemon Street:
Request for a use permit to demolish an existing one-story, single-family residence and construct a new two-story, single-family residence with an accessory dwelling unit (ADU) greater than 1,000 square feet in the basement, on a substandard lot with regard to lot width in the R-1-S (Single Family Suburban Residential) zoning district. The proposed project also includes a use permit

request for excavation into the required left-side setback for a proposed light well. ([Staff Report #20-053-PC](#))

Staff Report: Associate Planner Matt Pruter said he had no additions to the published staff report.

Applicant Presentation: Chris Kummerer, CKA Architects, Menlo Park, introduced his clients John and Frances Maletis. He said his clients had been working on their project for three years and that another architect had conceived a plan for a remodel and second floor addition to their home. He said that project had not moved forward due to some complexities related to nonconformities with the existing home such as nonconforming side setbacks. He said there were also complexities with calculations of daylight plane. He said that project was abandoned and his firm was retained to design a new home. He said a 12-foot hedge on the east, a redwood tree toward the northeast and a mature oak tree on the parcel behind would all remain.

Mr. Kummerer said the proposed design for the new home was traditional with Tudor style elements. He said the broad porch was designed to diminish the mass of the larger volumes behind and to create a soft look from the street view. He said the materials included natural wood, stucco siding, aluminum clad wood windows, and metal and composition shingle roof with a goal of creating interest and depth to the design. He said the proposed home would conform with all setback requirements, building height, daylight plane and other regulations. He said the clients had done extensive neighbor outreach and some windows had been removed and other things changed in response to comments received.

Commissioner Kahle referred to the front pillars that in the plan were indicated as wood and in the rendering looked like stucco. Mr. Kummerer said those were meant to be white painted wood. Commissioner Kahle referred to the chimney and asked if they had explored using stone as that was a feature of Tudor design. Mr. Kummerer said that they had explored stone but opted for stucco to create a cleaner, modern look and which was also easier on the project budget. Commissioner Kahle referred to the flare at the edges of the eaves and asked if that was a smooth transition or more of an abrupt change. Mr. Kummerer said it was meant to be just a small smooth transition and a little accent detail and not a large statement. Commissioner Kahle noted a pocket door in the basement separating the ADU from the house and questioned if they could get a fire rating with that type door. Mr. Kummerer thanked Commissioner Kahle for that information and said they would probably have to go to a swinging door.

Chair Riggs opened the public hearing and closed it as there were no speakers.

Commission Comment: Commissioner Andrew Barnes said he appreciated the project for the modern take on the Tudor style and a wonderful use of materials. He said the second floor design clearly reduced massing and was set back. He said he thought the rear elevation was beautiful as well. He said based on the design, the materials, and forms the project would be a benefit to the neighborhood. He moved to approve.

Commissioner Kahle seconded the motion noting it was a thoughtful design. He said he appreciated that the project had an ADU and the rear balcony was well screened. He said he was unsure whether the chimney should be stone or stucco.

ACTION: Motion and second (Barnes/Kahle) to approve the item as recommended in the staff report; passes 6-0-1 with Commissioner Kennedy absent.

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort, and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following **standard** conditions:
 - a. The applicant shall be required to apply for a building permit within one year from the date of approval (by December 14, 2021) for the use permit to remain in effect.
 - b. Development of the project shall be substantially in conformance with the plans prepared by CKA Architects, consisting of 19 plan sheets, dated received December 3, 2020, and approved by the Planning Commission on December 14, 2020, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
 - c. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - d. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
 - e. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering, and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
 - g. All applicable public right-of-way improvements, including frontage improvements and the dedication of easements and public right-of-way, shall be completed to the satisfaction of the Engineering Division prior to building permit final inspection.
 - h. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition, or building permits.



- i. Post-construction runoff into the storm drain shall not exceed pre-construction runoff levels. The applicant's design professional shall evaluate the Project's impact to the City's storm drainage system and shall substantiate their conclusions with drainage calculations to the satisfaction of the City Engineer prior to building permit issuance.
 - j. Simultaneous with the submittal of a complete building permit application, the applicant shall provide documentation indicating the amount of irrigated landscaping. If the project proposes more than 500 square feet of irrigated landscaping, it is subject to the City's Water Efficient Landscaping Ordinance (Municipal Code Chapter 12.44). Submittal of a detailed landscape plan would be required concurrently with the submittal of a complete building permit application.
 - k. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.
 - l. If construction is not complete by the start of the wet season (October 1 through April 30), the Applicant shall implement a winterization program to minimize the potential for erosion and sedimentation.
 - m. Prior to building permit issuance, the applicant shall pay all applicable City fees. Refer to City of Menlo Park Master Fee Schedule.
4. Approve the architectural control subject to the following **project-specific** condition:
- a. Prior to building permit issuance, the applicant shall furnish new parking strip and install a two-foot valley gutter, pursuant to the latest City Standards, to the satisfaction of the Public Works Department along the property frontage. The limits of the frontage improvements shall be shown on the site plan.

F2. Use Permit/Cynthia Thiebaut/505 Central Avenue:

Request for a use permit to demolish an existing one-story, single-family residence and detached garage, and construct a new two-story residence with an attached one-car, front-loading garage and one uncovered, alley-accessed parking space on a substandard lot with regard to minimum lot width in the R-1-U (Single Family Urban Residential) zoning district. ([Staff Report #20-054-PC](#))

Staff Comment: Planner Pruter noted a correction on page 4, three lines from the bottom, of the staff report under *Correspondence* where it said *The applicant stated in their project description letter that they spoke with this neighbor to address some of the concerns expressed*. He said staff had not received any indication from the applicant that they had actually spoken to that neighbor. He said that an Arborist Report addendum was sent separately to the Commission but should have been included in the staff report.

Commissioner DeCardy said he was recusing himself due to a potential conflict of interest related to proximity of his residence to the subject property.

Applicant Presentation: Anna Felver, Thomas James Homes, introduced Cynthia Thiebaut, Chelsea Breitz and Deanne Green of Thomas James Homes and architect Jill Williams, KTGy. She said the project lot was substandard in terms of lot width and was located in the flood zone. She said the two-story structure had an attached one-car garage with another parking space located off the alley in the rear. She said the proposed design was Farmhouse style. She said the home style in the area

was eclectic and homes were a mix of one and two-story homes. She said the second story was set back in the front. She said the height was 26-feet where a maximum 28-foot height allowed. She described alley improvements and tree protection intent. She said they moved the driveway to the right to protect street trees. She noted window changes and some raised sills including the stairway landing window. She said a concern about a neighbor's heritage trees on the right hand side was recently raised and they were working with staff to protect those trees. She said the air conditioning units were relocated in response to concerns raised. She said they had lowered the overall height by one foot, which solved the daylight plane concerns. She said regarding demolition they had addressed the neighbor's concern. She said they did not start demolition rather they had a remediation contractor remove anything containing the asbestos and/or lead. She said they provided a certificate of completion and clarified for the neighbor that they were not demolishing the home at that time but facilitating the safe removal of asbestos and lead.

Commissioner Kahle asked why the doors and windows were removed from the existing building. Ms. Thiebaut said that was part of the lead and asbestos remediation. Commissioner Kahle said he was concerned the structure would be vacant for some time. He asked about the ceiling heights. Ms. Felver said they were nine-feet. Commissioner Kahle asked about the porch and courtyard next to each other. Ms. Williams said they wanted to create a more private front outdoor space that had a fireplace and vaulted ceiling and that was separated from the porch by a wall. Commissioner Kahle confirmed that the shape on the eaves' ends was a detail. He asked about the two windows over the garage. Ms. Williams said the garage ceiling was high because of the flood zone so the windows were added as detail and to bring some natural light into the garage. Commissioner Kahle said the windows emphasized the garage height. He noted the one air conditioning condenser and asked if it was possible to move it closer to the deck and away from the wood fence. Ms. Williams said she thought they could. Commissioner Kahle noted double hung windows for all the egress windows and suggested those might not work for egress. Ms. Williams said that they had verified those. Commissioner Kahle said he just hoped the windows did not get taller through the egress process.

Commissioner Barnes asked why the front entry door had been deemphasized. Ms. Williams said they wanted to highlight the front porch as an inviting neighborhood piece.

Chair Riggs referred to the stone veneer in a recently shown elevation, which he said in the presentation was indicated as brick. He asked if the brick went all the way to grade and if there was a foundation ledge for the brick. Ms. Williams said they were looking at doing a bit of an overpour on the footing so that the concrete might be seen coming out of the ground. She said the brick would be seen sitting on that so the brick would not go completely to grade.

Chair Riggs referred to the vertical siding and asked about their intention with that as it seemed to look like T1-11. Ms. Williams said that they absolutely did not want the look of T1-11. She said Hardy made an upgraded series for vertical siding. She said it was smooth and had a deeper V-groove that would give a shadow line and was a really great and clean finish look. Chair Riggs asked about the interval for the V-grooves. Ms. Williams said she believed they had called out that it was nine-inches on center. Chair Riggs said the drawing made him think it was four-inches or so. Ms. Felver confirmed it was nine-inches.

Chair Riggs opened the public hearing noting staff had one written comment received after publication of the staff report to read.



Public Comment:

- Planner Pruter read the attached comment letter from Mr. Harold Saueressig

Chair Riggs closed the public hearing.

Commission Comment: Commissioner Kahle referred to the vertical siding. He said he was looking at a James Hardy Aspire collection with V-grooves and it looked like T1-11 from a distance. He asked if a panel with a batten like a one by two or one by three could be used instead.

Recognized by the Chair, Ms. Williams said they had board and batten on the home already and that they were looking for a little differentiation. She said they could change out the vertical siding type if the Commission desired and Ms. Thiebaut and Ms. Felver agreed.

Commissioner Kahle said the neighbor wrote about the gas line and asked if that concern had been addressed. Ms. Thiebaut said the gas meter was located on the front right side of the home and the gas line was in the street in front on Central Avenue. She said the gas line would directly run from the front corner to the street and would not impact any trees. She said she believed the neighbor was concerned the gas line would run to the back alley but it would not.

Commissioner Kahle referred to the neighbor's concern about the tree protection zone. Ms. Felver said their arborist looked at the construction plans and existing trees. She said they would remove the existing foundation and put in a raised foundation. She said in doing that they would analyze tree roots in those areas to give a better idea of what the impact was on those trees and how to proceed and what type of foundation construction to do.

Commissioner Kahle said the front massing worked well noting that they were starting at about three and a half feet above the grade level due to the flood zone. He said he appreciated their willingness to shift the condensers and go to a board and batten siding instead of the Hardy product. He said he was not sure about the front porch as he could see someone at a later date enclosing it as living space and he was concerned about how that would look. He said he thought the two windows over the garage door emphasized the garage too much. He referred to the gable end detail. He said that was needed when there was a transition from a closed soffit to a gable end. He said since there was not a closed soffit it was not needed noting the simplicity too of a Farmhouse style. He moved to approve with the conditions that the air conditioner and condenser be moved away from the property line and the Hardy materials be changed to board and batten. Chair Riggs seconded the motion. He asked if Commissioner Kahle would consider a condition to change the wide windows above the garage door. He said one option would be to increase door height. He said they could put just one window or a different shape window or perhaps a decorative attic vent. He suggested this could be something to be reviewed and approved at staff level. Commissioner Kahle agreed with the modification and approach to it.

Chair Riggs said the stairwell window looked to the right and he thought that was the better landscaped side with current growth for privacy. Ms. Thiebaut said those were the trees they were planning to protect and keep. Chair Riggs noted a growth of pittosporum or something the neighbor had planted.

ACTION: Motion and second (Kahle/Riggs) to approve the item with the following modifications; passes 5-1-1 with Commissioner DeCardy recused and Commissioner Kennedy absent.

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort, and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following **standard** conditions:
 - a. The applicant shall be required to apply for a building permit within one year from the date of approval (by December 14, 2021) for the use permit to remain in effect.
 - b. Development of the project shall be substantially in conformance with the plans prepared by KTG Y Group, Inc., consisting of 25 plan sheets, dated received December 3, 2020, and approved by the Planning Commission on December 14, 2020, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
 - c. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - d. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
 - e. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering, and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
 - g. All applicable public right-of-way improvements, including frontage improvements and the dedication of easements and public right-of-way, shall be completed to the satisfaction of the Engineering Division prior to building permit final inspection.
 - h. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition, or building permits.

- i. Post-construction runoff into the storm drain shall not exceed pre-construction runoff levels. The applicant's design professional shall evaluate the Project's impact to the City's storm drainage system and shall substantiate their conclusions with drainage calculations to the satisfaction of the City Engineer prior to building permit issuance.
 - j. Simultaneous with the submittal of a complete building permit application, the applicant shall provide documentation indicating the amount of irrigated landscaping. If the project proposes more than 500 square feet of irrigated landscaping, it is subject to the City's Water Efficient Landscaping Ordinance (Municipal Code Chapter 12.44). Submittal of a detailed landscape plan would be required concurrently with the submittal of a complete building permit application.
 - k. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and an updated arborist report as required by condition 4b.
 - l. If construction is not complete by the start of the wet season (October 1 through April 30), the Applicant shall implement a winterization program to minimize the potential for erosion and sedimentation.
 - m. Prior to building permit issuance, the applicant shall pay all applicable City fees. Refer to City of Menlo Park Master Fee Schedule.
4. Approve the architectural control subject to the following **project-specific** condition:
- a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a draft Access Alley Maintenance Agreement for the portion of the alley between 505 Central Avenue and the Elm Street entrance of the alley, subject to review and approval of the Planning Division. Prior to issuance of a building permit, the applicant shall submit documentation of the approved Access Alley Maintenance Agreement's recordation, subject to review and approval of the Planning Division.
 - b. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a revised arborist report with detailed analysis and discussion on construction techniques to avoid long-term damage to trees #3, 4, and 6, subject to review and approval by the City Arborist and Planning Division.
 - c. ***Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised plans showing one air conditioning condenser instead of two, relocating the one air conditioning condenser further from the property lines, modifying the two front-facing windows above the garage door to enhance the aesthetic quality, and changing the painted fiber cement vertical siding to board and batten. The revised plans shall be subject to review and approval of the Planning Division.***
- F3. Architectural Control and Below Market Rate Housing Agreement/Chase Rapp/1162 El Camino Real: Request for architectural control to demolish the existing commercial buildings and construct a new nine-unit residential building with and at grade parking garage with nine parking spaces in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. Three of the units would be designated as Below Market Rate (BMR) units, with one unit providing a BMR unit for this project

and two units providing BMR units for the combined projects at 506 Santa Cruz Avenue, 556 Santa Cruz Avenue, and 1125 Merrill Street. Defer to a future meeting. **Continued to a future meeting**

- F4. Architectural Control and Use Permit/City of Menlo Park/100-110 Terminal Avenue: Request for architectural control to demolish the existing Onetta Harris Community Center, Menlo Park Senior Center, Belle Haven Youth Center, and Belle Haven Pool, and construct a new multi-generational facility incorporating all of the existing uses plus a branch library on a lot in the PF (Public Facilities) district. The proposal includes a request for a use permit for the use and storage of hazardous materials including pool chemicals and diesel fuel for a backup generator. The Planning Commission will serve as a recommending body, and the City Council will be the final decision making body and take action on the proposed project at a future meeting date. ([Staff Report #20-055-PC](#); [Informe del Personal #20-055-PC](#))

Staff Comment: Assistant Planner Chris Turner said in the Hazardous Materials portion of the staff report it was indicated that staff had only heard back from the Menlo Park Fire Protection District at the time of publication of the staff report. He said since then they had heard from the West Bay Sanitary District with preliminary approval of the hazardous materials proposed for the project. He said they also received one written public comment after publication of the staff report. He said it was generally very positive and supportive. He said he would read it in its entirety during the public comment period. He said that Chris Lamm, Assistant Public Works Director, Fergus O'Shea, Facebook, and Eron Ashley, Hart Howerton were present.

Applicant Presentation: Fergus O'Shea, Director of Facebook Facilities in Menlo Park, said they were bringing the final design for the project that the Commission had previously seen at a study session. He said the project had been a community effort and was moving forward due to a lot of work by staff. He thanked Mayor Taylor and Council Member Tarlton for serving on a subcommittee. He said they hoped the City Council would see and approve the project in January and that construction might begin in 2021.

Eron Ashley, Hart Howerton, said their PowerPoint the presentation had been sent to the Commission. He said since the study session with the Planning Commission the design team had been at City Council meetings, numerous meetings with staff and working sessions with operators and other people. He reviewed the community engagement process and outcomes. He said the project was going to be a phenomenal building reaching LEED platinum and an enormous commitment to solar. He said they were looking at a micro grid and enhancements to the structural and mechanical systems to make it a Red Cross emergency shelter.

Mr. Ashley said one question around seniors' use of the facility was the walking distance from the front door to the bathrooms. He said in the appendix to the presentation were dimensions showing that the distance was a bit further for the men than the women. He said the Commission had asked about making the architecture dynamic and using warm and inviting materials. He said the Commission provided a number of observations around family places to change and whether it flexible, which were similar questions they got from staff and operators.

Mr. Ashley said the biggest change in the site plan were the car shades outside the PG&E easement and down along the sports field. He said the pool was on a separate project track as the City was financing that part of the project. He said they were going from two entries to a single easily identifiable entry. He said the site today had multiple facilities each of which had hours of operation and were fallow for significant amounts of time during the day and week. He said the goal was how

to get the spaces to expand their functionality. He said over the past few months one of the outcomes was that the organization of the uses and interrelationship of the uses were really working well from an operator's standpoint.

Mr. Ashley said the community wanted a warm and inviting contemporary facility, a place that felt unique and special. He noted the deep porch and a very transparent, welcoming ground floor. He said they had used a lot of glass around the entryway and more solid elements to the wings. He said a metal system that was heavily glazed would set off the library and collaboration space upstairs. He said they used generous floor to floor heights on both floors to allow daylight into both sides with an east-west orientation. He provided an overview of the material and finish choices.

Mr. O'Shea said regarding the project schedule that the goal was to have approval hopefully by next month and then start demolition in the summer. He said construction would take about 18 months and then hopefully the facility could open in the first quarter of 2023.

Commissioner Kahle expressed how positive he felt about the project and had only a few questions. He said at the study session there was discussion that the building seemed boxy. He said they had done much to alleviate that and it now felt warm and inviting. He said looking at drawing F30 the perspective of the entry he found that to be somewhat understated. He suggested that might be addressed with massing or materials or something as simple as an awning. He said it just needed more emphasis as a visual cue of where the entry was. He asked if they had thoughts on that or had looked at doing something a little differently there.

Mr. Ashley said the entry was understated and they had intentionally stripped the signage out of the rendering. He said the section in his packet on page 16 showed that the building had a really deep porch. He said the entry needed to be inviting and the rendering did not do it justice. He said he did not know if an awning was right as there was a really deep effective awning already. He said he would look at that. Commissioner Kahle said an important thing about the entrance sequence was the pool located immediately to the left. He asked if the fence for that would be open and transparent or a tall wall. Mr. Ashley said it was an open fence with plantings that would both identify the pools and provide privacy for the users. Commissioner Kahle suggested a visual cue that there was a pool behind the fence in addition to the audio cue to help the overall experience for people entering. Mr. Ashley said people would see through the fence and it would just have layers of landscaping in front of it.

Chair Riggs opened the public hearing.

Public Comment:

- Rachel Bickerstaff said she had submitted a letter but was not sure if it had been received in time so she would read it. She said she was a 28-year City resident in Belle Haven. She said regarding Item F4 that she was tremendously excited about this project and the Belle Haven Neighborhood Association was happy to announce Facebook's proposal to construct a new multi-generational campus of this magnitude. She said they had been waiting for a state of the art library for all to enjoy for many, many years. She said finally their voices had been heard to have it placed in the perfect location in their neighborhood, near Kelly Park. She said they knew that placing it there did not make sense when the current building there needed to be remodeled. She said by mentioning all of this was to give everyone the history of how long they had been waiting and needing some type of educational component accessible to all other than

Beechwood School. She said they were asking the Planning Commission to recommend to the City Council approval of permits for this project. She said she wanted to thank Facebook, Mr. O'Shea and Mr. Ashley, for their designs and really incorporating everything that they hoped, wanted and needed in their neighborhood.

- Cheryl Bims, Menlo Park resident, said she was proud to be a part of the project from its inception. She said more importantly she was excited, elated, and overjoyed that the City would see a public benefit in the community that had really bore much of the development impact. She said this particular project was appropriate and commensurate with what the community had been experiencing [from development]. She thanked Facebook, Hart Howerton, City staff, the appointed and elected officials, and the residents.
- Pamela Jones, Menlo Park, said it was a wonderful project but she had noticed recently that the new library would have less square footage than the Belle Haven Library at the school as the new project had a stairwell that reduced the square footage. She said it looked like that had been taken from the area for the seniors as they had lost space. She said portions of the building such as the restrooms were being shared by the seniors, children and youth. She said when you were a senior you knew you could not use youth bathrooms. She said if she was correct that was going to be a challenge. She said she hoped staff in looking at the facility's usage would keep in mind to have an area for seniors that they could really call home. She said seniors had expressed concern that they were going to lose with this project. She said it looked like the library on the second floor if that was open gave a view down at the stairwell and the entrance way to the bathrooms. She said she thought that was a real challenge as she knew she did not want anyone above looking at her walking into the bathroom. She said it might be too late to address some of those things but she thought it was important that this information be pointed out and part of the record. She said it would be greatly appreciated if there was any way some of the things could be addressed.

Mr. Tapia said the comment letter that staff was going to read into the record was actually the letter the first speaker shared this evening.

Chair Riggs closed the public hearing.

Commission Comment: Commissioner DeCardy said he appreciated the presentation and its referencing back to earlier Commission discussion. He said it was clear they were taking into consideration the Commission and community's feedback. He said he was overall very enthusiastic about the project. He asked about the energy use and diesel generator and what the diesel generator was backing up, how much power and over what period of time it was designed to deliver. He asked as they had otherwise a 100% clean energy building with solar and a micro grid and some battery storage whether they could meet the emergency needs with the battery.

Assistant Public Works Director Chris Lamm said he had been working with the design team, the mechanical engineer and the City's sustainability staff regarding the micro grid and solar. He said the micro grid was to help better utilize the onsite solar generation and for reserving solar generation to power the building if they had a sustained outage. He said their analysis on the micro grid showed for most of the year that with the amount of solar planned for the facility and the levels at which the building would operate that they could power the facility completely with the solar and micro grid battery backup. He said there were times though particularly in the winter or as had happened this year and other years with the heavy smoke layer that the solar generation might not be enough to

meet the emergency power needs of the facility. He said that was why they had selected a smaller and portable generator so if things improved in the future and they found they did not need the generator for emergency situations it was something that could be removed from the site or utilized at a different location. He said they wanted to use caution especially when talking about using the facility as a Red Cross emergency shelter and making sure the facility could be powered particularly when the community really needed it.

Commissioner DeCardy said Menlo Park was and would continue to be a national leader especially about energy use. He said what was being done in the project building would be a hallmark of that commitment. He encouraged the applicants to prominently place some public education that could share how it was possible to have an extraordinarily livable building and in fact more livable because of the considerations of the design to let in the natural light and other efforts that earned LEED platinum rating. He noted the viewing stand for sports was not covered and could become very hot. He said he expected people might go stand under the car shades that would run along that field. He suggested they might consider extending the car shade or bumping it out some way to provide some shading for the sports viewing seats. He said he was enthusiastically supportive of the project.

Chair Riggs said he agreed with the praise for the design effort and the backing of Facebook. He said he thought like Commissioner DeCardy that everyone involved with this project would be particularly proud of it. He said he agreed with Commissioner Kahle making sure the entry read in architectural terms. He thanked Commissioner DeCardy for his observation about the viewing stands. He said shading the viewing stand did not have to be as extensive as putting solar panels up. He said it did not even have to be a solid or permanent structure and could even be slats. He said they were fortunate to have exceptionally responsive and talented architects for the project. He moved to recommend to the City Council to make the necessary findings and take actions for the approval of the Menlo Park Community Campus project. Commissioner Kahle seconded the motion.

ACTION: Motion and second (Riggs/Kahle) to recommend to the City Council the following actions; passes 6-0-1 with Commissioner Kennedy absent.

1. Adopt a Resolution of the City Council of the City of Menlo Park approving findings and conditions for Architectural Control and a Use Permit for a project at 100-110 Terminal Avenue (Attachment B).
2. Adopt a Resolution of the City Council of the City of Menlo Park approving findings required by the California Environmental Quality Act of a Class 2 categorical exemption based on the proposed project's replacement of existing facilities and limited increase in gross floor area.

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: January 11, 2021

Planner Sandmeier said two Bayfront projects would be on the January 11 agenda, 111 Independence and Menlo Uptown. She said both would have a study session and a review of the draft EIR. She said two smaller projects might also be on that agenda but that had not been finalized yet.

- Regular Meeting: January 25, 2021
- Regular Meeting: February 8, 2021

H. Adjournment

Chair Riggs adjourned the meeting at 9:04 p.m.

Staff Liaison: Corinna Sandmeier, Senior Planner

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on January 25, 2021

From: [Harald Saueressig](#)
To: [_CCIN](#); [Combs, Drew](#); [_Planning Commission](#)
Subject: PLANNING COMMISSION MEETING – DECEMBER 14, 2020 (Use Permit/Cynthia Thiebaut/505 Central Avenue:)
Date: Saturday, December 12, 2020 6:36:30 AM
Attachments: [Menlo Park City Council Meeting 12_14_final.docx](#)

CAUTION: This email originated from outside of the organization. Unless you recognize the sender's email address and know the content is safe, DO NOT click links, open attachments or reply.

Dear members of the Planning Commission and City Council,

We would like to submit a public comment regarding the Use Permit/Cynthia Thiebaut/505 Central Avenue to be read aloud at the upcoming meeting on December 14th. Please see the attached letter.

Many thanks for your time and consideration .

Harald Saueressig

Objections to the Proposed Building Plans for 505 Central Ave.

We would like to thank the Menlo Park City Council for the opportunity to present our concerns and the kind consideration of our comments. The following information relates to the plans submitted by Thomas James Homes for construction on 505 Central Ave.

Before we begin, we would like to establish that we have, at no point received any direct communication from Thomas James Homes (TJH), neither by phone nor by email. The statement on page 4 of the staff report that “the applicant spoke with this neighbor” is untrue.

We are raising the following issues:

1. Detrimental impact of the construction on critical root zone and canopy of 3 heritage trees on the property of 511 Central Ave
2. Gas line omitted from building plans
3. Noise pollution caused by the proposed dual unit HVAC system placed in close proximity to the neighbors.

Concern 1: Detrimental Impact of New Construction on Critical Root Zone of Several California Heritage Oak Trees.

Our property, 511 Central Ave., is adjacent to the new building site on 505 Central Ave, Menlo Park and includes three native oak heritage trees as described in the arborist report. These are some of the last remaining heritage trees in the Willows and are home to much of the local wildlife, as well as being an integral part of our own home.

Unfortunately, we believe that the currently submitted building plans pose a severe threat to the long term health of our heritage trees. On November 30th 2020 Thomas James released an arborist report on the effects of the construction on the trees. This report identified the following risks to the trees:

1. All 3 heritage trees located on 511 Central Ave will suffer from a moderate impact to their critical root zone due to demolition of existing structures and foundation excavation.
1. All 3 heritage trees will suffer from moderate impact to their canopy due to the building encroachment.
2. The largest heritage tree will furthermore suffer from slight impact to the critical root zone due to rear alley improvements, in addition to the previous two sources of distress.

Damage to the critical root zone is a serious danger to these trees, analogously to damage to vital organs in ourselves. Per the arborist report, “our native oak trees are easily damaged or killed by having the soil within the Critical Root Zone (CRZ) disturbed or compacted. Oaks are fragile giants that can take little change in soil grade [or] compaction”. Given these findings, we believe

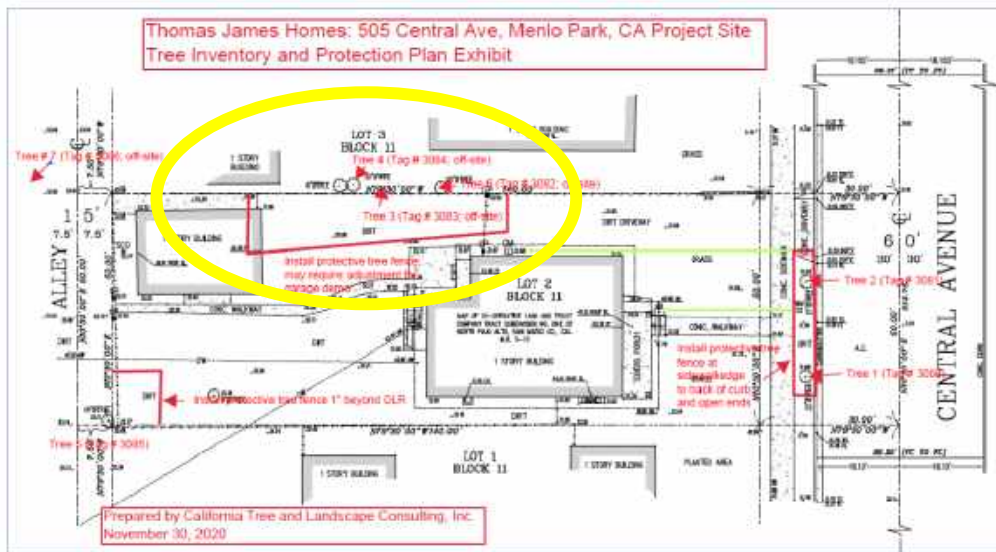
that the proposed construction unacceptably endangers our trees. The damage and distress sustained by the critical root zone may well result in the “decline and eventual death” of the trees over a period of 5-20 years. This will pose a danger not only to our own home, but also to the new structure to be built on 505 Central Ave. In a couple years it may well necessitate removal of these trees, at loss to the local wildlife and resulting in substantial financial bills for our family, despite having no responsibility for their death. We’d like to request that Thomas James will be held liable for any potential damage and/or removal of our heritage trees, if they die within the next 20 years.

Appendix 1 of the arborist report from California Tree and Landscaping Consulting from November 30th 2020 to the city shows the required tree protection plan. We highlight in yellow the proposed protection for the 3 heritage trees (Tree 3, 4, 6) from our property.

Thomas James Homes re: 505 Central Street, City of Menlo Park, CA

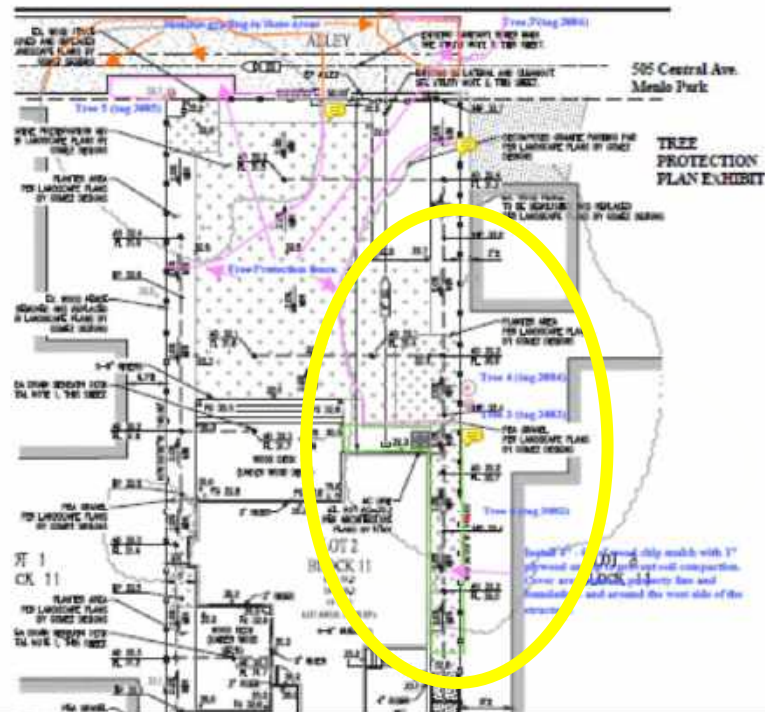
November 30, 2020

APPENDIX 1 – TREE INVENTORY FIELD AND PROTECTION PLAN EXHIBIT



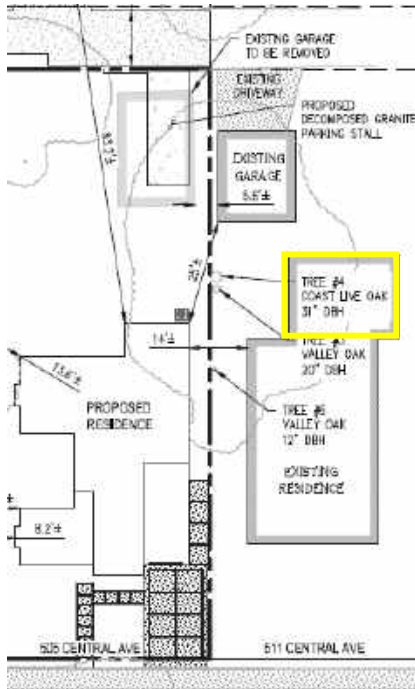
Thomas James submitted a revised report dated December 9th depicting the proposed construction (document F7 Appendix-1). The tree protection area around the heritage trees in the

APPENDIX 1 – TREE INVENTORY FIELD AND PROTECTION PLAN EXHIBIT



second report is severely reduced, and the half towards the house is missing almost entirely, showing that part of the foundation of the new house will be build inside the critical root zone. Therefore, we ask that the footprint of the structure be altered to protect the long-term health and survival of these heritage trees.

Lastly, Menlo Park has a Heritage Tree Ordinance in place “with the primary goal of ensuring a significant population of large, healthy, and desirable trees over the long term in the city. The Environmental Quality Commission’s work plan has identified the preservation of heritage ...as a priority.” We fully agree with the city and commend you all for your focus on preservation of the natural environment, especially at a time when the consequences of climate change are becoming more drastic in California. In accordance with these guidelines, when we remodeled our own home in 2015, the planning division required that we build the addition to our house (yellow box) to be outside the critical root zone of our heritage trees. We would like to ask the City of Menlo Park to provide a consistent guidance to everyone, and that it holds professional home builders to the same standards as its own residents.

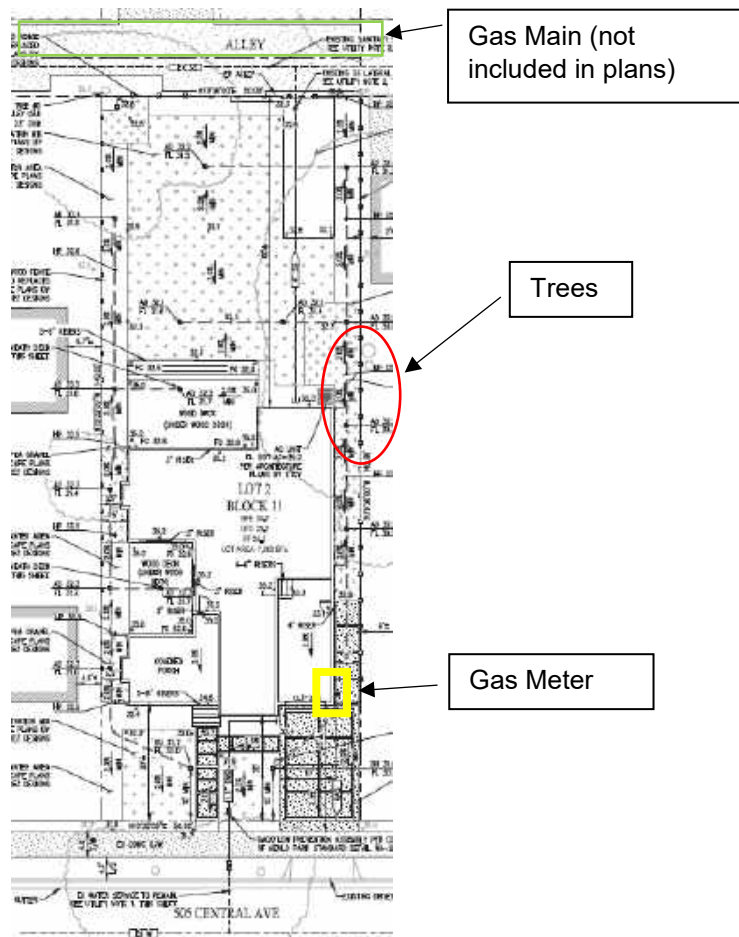


In the case of heritage tree removal, the CMP first requires that all reasonable alternatives be considered (Chapter 13.24, Municipal Code) before removal. Shouldn't the same policy apply to a plan with a significant chance of heritage tree damage and eventual death? We therefore ask that the Menlo Park City Council request that **Thomas James present a reasonable design alternative that will not have an impact on the long-term health and survival of all of our heritage trees.**

Concern 2: Gas line omitted from plans

Currently, the building plans (GP-1) do not include the location of the gas line for the new construction. Traditionally, however, the gas line runs in a straight line from the gas meter to the gas main. In the case of 505 Central Ave., the gas main is located in the back alley. The gas meter (GM yellow circle) is depicted in the plans GP-1. If a straight pipe were constructed from the GM to the gas main, it would thus go directly through the root zone of the heritage trees. The trench for a gas line requires compacting and sand filling of the trench line, which would clearly be detrimental to the roots of the heritage trees.

We request 1) that **Thomas James clearly establishes the location of the gas line on their plans** and 2) that **Thomas James construct the gas line, as well as all other utility lines, outside the critical root zone of the three heritage trees on 511 Central Ave.** As detailed in the arborist report, the trees are very sensitive to any disturbances within their critical root zone and so it should not be disturbed when reasonable alternatives exist.



Concern 3: Dual HVAC Condensers Noise Pollution

The plans for the current construction include two HVAC condensers. We have previously requested that Thomas James adjust the placement of the HVAC condensers (public comment September 2019), which did not occur. We would like to reiterate that we find the current placement of the air conditioning unit right next to our back yard patio unit unacceptable on the basis of their excessive noise production. We kindly request that these be placed in an alternative location, such as the front porch, where they have a reduced impact on the direct neighbors.

In a letter from Thomas James included in the staff report (E11) they state that: “Regarding the noise, we will be following the Menlo Park guidelines to ensure the noise is kept at 50 dBA or less at the property line so it doesn’t have too much of a noise impact on the neighbors.” However, this statement contradicts the information in the plans (E8), which state that the “HVAC noise levels will not exceed 50 dBA at night and 60 dBA during the day”. Given that decibels are measured on a logarithmic scale, 60 dBA is a doubling of the promised noise of

50dBA. Moreover, based on the specifications of commonly available air conditioning units, even the quietest HVAC units exceed 50dBA. Given that the proposed plan includes two units next to one another, the total noise will even be greater subjecting our back yard patio to the full extent of the noise. We therefore ask that Thomas James provide evidence that these units together **cannot** exceed the maximal noise of 50dBA based on Menlo Park guidelines at their current placement at night. We are also disheartened that Thomas James fails to provide a consistent expectation of the noise level across documents.

We would also like to point out that The U.S. Environmental Protection Agency (EPA) specifies limits at 55 decibel for outdoors activities to both protect residents from hearing damage as well as to reduce noise induced stress. These limits will continuously be exceeded by HVAC units operating at 60dBA.

We appeal to the Menlo Park City Council to please request that **Thomas James place the 2 large HVAC condenser units in a location where there is less noise pollution affecting the direct neighbors.**

To conclude, we have three main concerns with the currently submitted plans: the effect of the home construction on the health of our trees, the effect of the potential gas line trench on the health of our trees, and the noise pollution caused by the proposed location of the two industrial-scale air conditioning units.

One of Thomas James guiding tenets is to “always want to be a good neighbor.” We hope that the Menlo Park City Council will hold them accountable to deliver on their guiding principle.

Thank you for your time and consideration.

Respectfully,

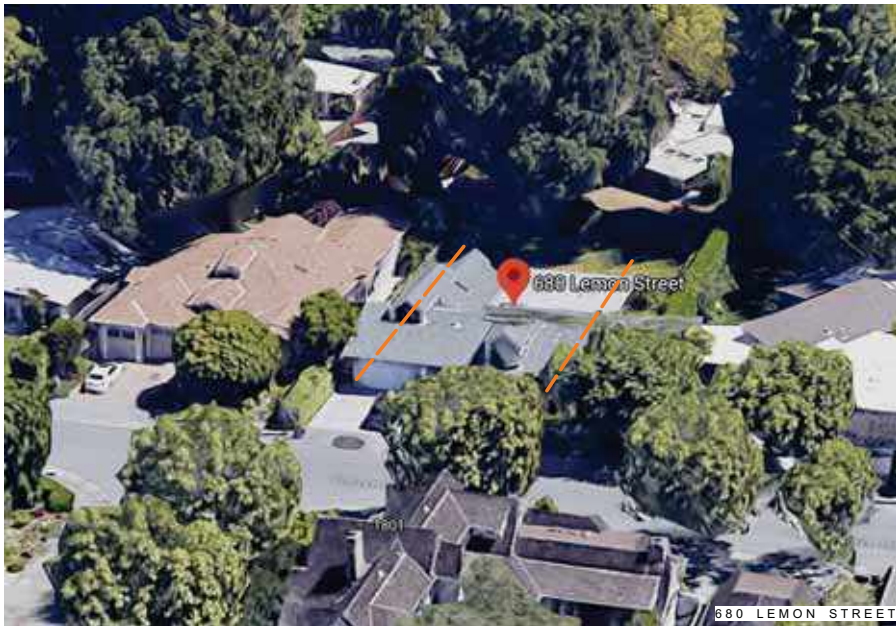
Angelika Jahreis and Harald Saueressig



680 LEMON STREET



680 LEMON STREET



680 LEMON STREET



680 LEMON STREET



680 LEMON STREET



680 LEMON STREET



680 LEMON STREET

Neighborhood Outreach Summary:

- 650 Lemon St - sent plans to neighbors
- 710 Lemon - received email from 9/30/20 stating the following: So happy about your house! We will have a look but honestly, we trust you guys and aren't worried about it. We will circle back with Qs etc if there are any. Thx so much for being so thoughtful and also explaining the plans.
- 1800 Doris Dr- Showed plans to neighbor. Neighbor commented verbally that he likes the design of the outside of the house. Then had conversations about trees. They are avid gardeners and agreed to help us with our trees/plants after the house is built.
- 1801 Doris Dr - sent plans, no word back but very good friends and have been excited about plans in the past
- 675 Evergreen - sent plans and received questions about distance from their house, heritage tree in between and site-lines from one particular window at rear. Responses sent to neighbor regarding those concerns.
- 705 Evergreen - sent plans, had dialogue. had concerns about ADU until it was explained that ADU isn't a detached building and was instead a basement ADU accessed from a light well near the front of our property. The neighbor seemed relieved that a detached rental unit was not being considered at the back of the property.
- 650 Lemon - Plans have been shared and preliminary conversations have been had about the design of the new home. No additional feedback has been received.
- 710 Lemon - (immediate neighbor to left on Lemon Street) responded around Oct. 9, 2020 with: So happy about your house! We will have a look but honestly, we trust you guys and aren't worried about it. We will circle back with Qs etc if there are any. Thx so much for being so thoughtful and also explaining the plans.
- 650 Lemon - The other immediate neighbor on Lemon Street (also friends of ours) responded initially with concerns that two story structure that could be seen from their backyard....and discussed flipping the house so that it looked the same, but the taller structure was on the opposite side of house. We talked through why that wasn't ideal to us but discussed other strategies that might make them more comfortable- and removed a window in the master shower. They ultimately said that they thought the house plans looked beautiful and offered to let us rent their home during the remodel if timing worked out with their plans.
- 705 Evergreen st - We have been in good touch on other issues regarding fence repair and tree trimming, all very good discussions and it's been easy to work with each other.
- 675 Evergreen St - The house immediately behind us thanked us for showing us the plans but had no feedback on them. We have been in touch with them on tree trimming and all relations are good.
- 645 Evergreen - We have never met the neighbor to the back right of our property. We have stopped by several times and no one is ever there.
- 1801 Doris Dr - The neighbors across the street from us on Lemon Street are both good friends, are all very supportive and keep asking when we are going to get the project started!

680 LEMON STREET



Contents

1. Recap of Planning Commission Study Session
2. What We Heard
3. Proposed Building Design

HART HOWERTON



Recap of Study Session

HART HOWERTON

Community Center	<ul style="list-style-type: none"> • Space to support large functions • Sustainable building with natural light • Integration of community history
Senior Center	<ul style="list-style-type: none"> • Dining Room • Game Room • Garden
Youth Center	<ul style="list-style-type: none"> • Teen Lounge • Outdoor Play • Garden
Fitness	<ul style="list-style-type: none"> • Large Cardio & Weight Room • Fitness Classes • Improved Gym
Library	<ul style="list-style-type: none"> • Connection from Youth Center to Children's Library • Seamless return system • Community learning spaces
Pool	<ul style="list-style-type: none"> • New Pool • Social Outdoor Spaces • Accessibility

Community Feedback



HART HOWERTON

Council/Planning Commission Direction

1. Resilient, high performance, and healthy building (solar, all-electric, LEED Platinum, microgrid, emergency redcross center, etc.)
2. Maintain "ownership" of space for seniors
3. Distance to bathroom
4. Create playful/dynamic moments to break the orthogonal floor plan
5. Places for history and community art
6. Integration of new pools
7. Family changing at pool
8. Flexibility / lots of classes
9. Warm and inviting materials



Staff Feedback

1. Visible single entry with active/connected lobby
2. Connect Youth Center & Children's Library
3. Enlarge staff spaces; provide break room
4. Open up library to maintain flexibility and sight lines
5. Covered bicycle parking
6. Provide views to pool deck from lifeguard staff room
7. Additional family restrooms



Recap of Study Session

HART HOWERTON

City Staff Engagement

HART HOWERTON



Existing Site Plan



Proposed Site Plan

A Menlo Park Community Campus Building	E Children's Outdoor Courtyard	J Pedestrian Pathway
B Boardwalk	F Bicycle Parking	K Parking Lot
C Playground	G Outdoor Dining Terrace	L Pool Area by the City of Menlo Park
D Existing Redwood Trees to Remain	H Community Terrace & Garden	M SamTrans Bus Stop & Layover
	I Service Area	



PERSPECTIVE VIEW AT BEECHWOOD GATE



PERSPECTIVE VIEW FROM TRACK

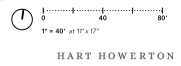


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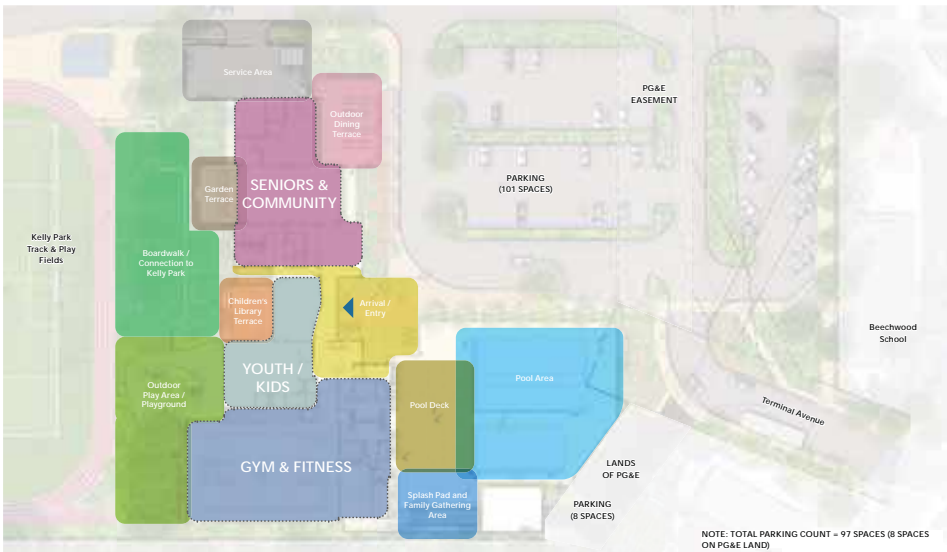
Solar Carport Illustrative Views



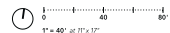
Illustrative Plan Enlargement - First Floor



HART HOWERTON



Illustrative Plan Enlargement - Site Programming



HART HOWERTON



Arrival & Entry

HART HOWERTON



First Floor Plan

1" = 20' at 11" x 17"
HART HOWERTON



PARTIAL FLOOR PLAN - FIRST FLOOR
1" = 20' at 11" x 17"



SECTION - LONGITUDINAL THROUGH GYMNASIUM & ENTRY CORRIDOR
1" = 20' at 11" x 17"



INTERIOR ELEVATION - THROUGH ENTRY CORRIDOR
1/8" = 1'-0" at 11" x 17"

First Floor - Entry Corridor Section and Elevation

HART HOWERTON



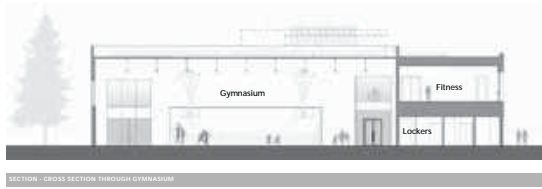
Second Floor Plan

1" = 20' at 11" x 17"
HART HOWERTON

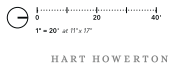
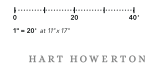


Illustrative Building Section

HART HOWERTON



Diagrammatic Building Sections





Building Materiality - Arrival & Entry

HART HOWERTON



BUILDING ELEVATION - EAST

Building Elevation

0 20 40
1" = 20' at 11" x 17"
HART HOWERTON



Material Palette

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Pool Deck

HART HOWERTON



Building Materiality - Pool Deck

HART HOWERTON



Dining & Event Terrace

HART HOWERTON



Building Materiality - Dining & Event Terrace

HART HOWERTON



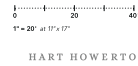
Dining & Event Terrace

HART HOWERTON



BUILDING ELEVATION - WEST

Building Elevation



HART HOWERTON



Youth Center & Library

HART HOWERTON

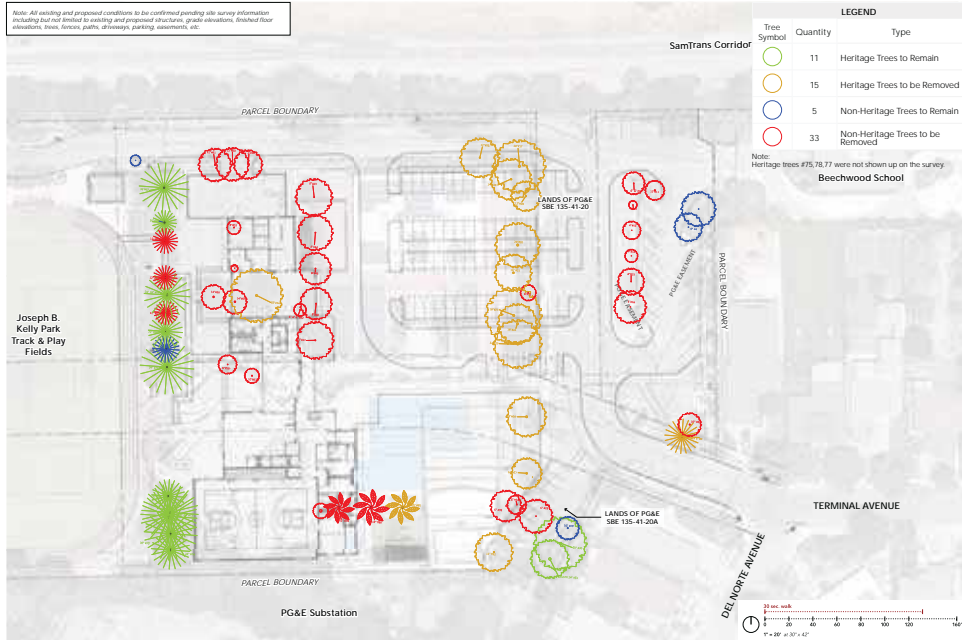


Building Materiality - Youth Center & Library

HART HOWERTON



HART HOWERTON

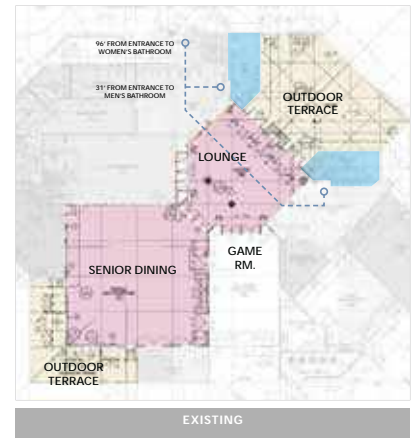
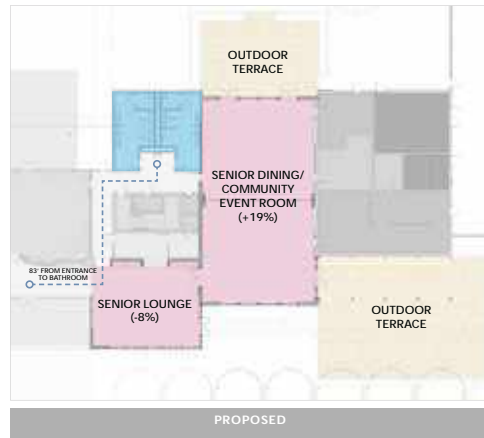


Tree Removal Plan

Mesa Park Community Campus, Mesa Park, California

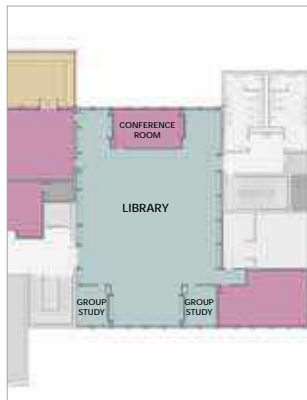
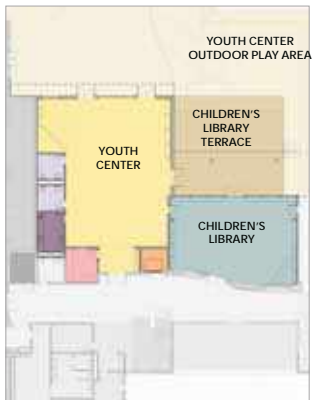
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- SENIOR CENTER**
- 1) DINING ROOM
 - 2) GAME ROOM
 - 3) GARDEN

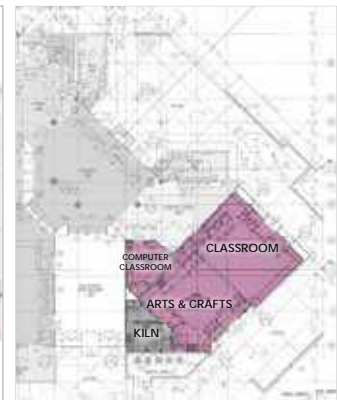
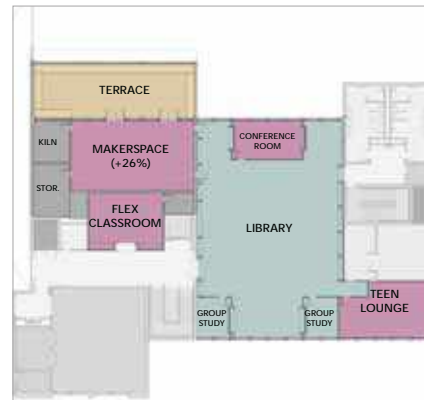


HART HOWERTON

- LIBRARY**
- 1) CONNECTION FROM YOUTH CENTER TO CHILDREN'S LIBRARY
 - 2) SEAMLESS BOOK RETURN SYSTEM
 - 3) COMMUNITY LEARNING SPACES



- LIBRARY**
- 1) CONNECTION FROM YOUTH CENTER TO CHILDREN'S LIBRARY
 - 2) SEAMLESS BOOK RETURN SYSTEM
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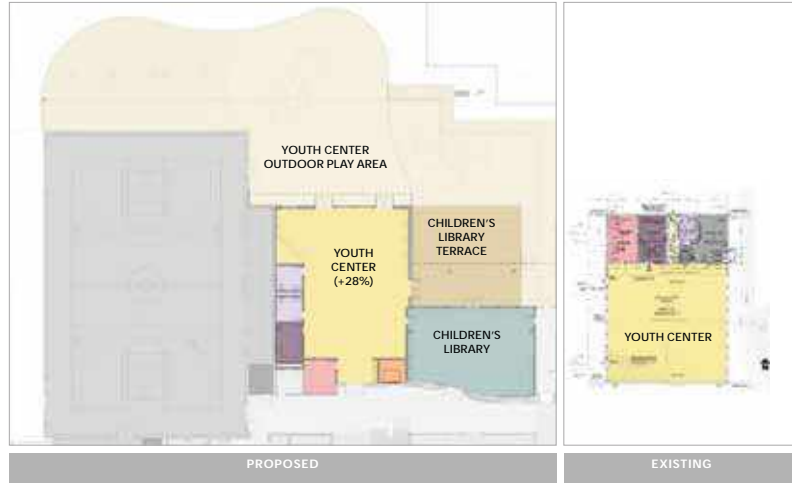


HART HOWERTON

HART HOWERTON

YOUTH CENTER

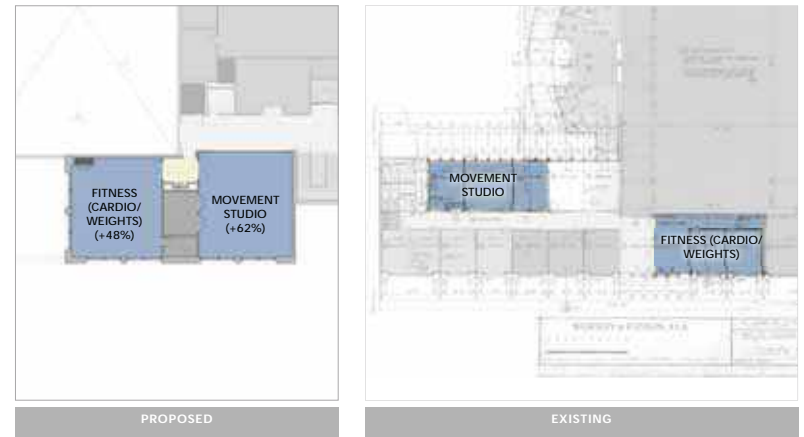
- 1) TEEN LOUNGE
- 2) OUTDOOR PLAY AREA
- 3) SPACE PROGRAMMED BY AGE GROUP



HART HOWERTON

FITNESS CENTER

- 1) LARGER CARDIO & WEIGHT ROOM
- 2) FITNESS CLASSES
- 3) IMPROVED GYM



HART HOWERTON

POOL

- 1) NEW POOL
- 2) SOCIAL OUTDOOR SPACES
- 3) ACCESSIBILITY

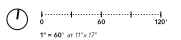


HART HOWERTON



A Menlo Park Community Campus Building	E Children's Outdoor Courtyard	J Pedestrian Pathway
B Boardwalk	F Bicycle Parking	K Parking Lot
C Playground	G Outdoor Dining Terrace	L Pool Area by the City of Menlo Park
D Existing Redwood Trees to Remain	H Community Terrace & Garden	M SamTrans Bus Stop & Layover
	I Service Area	

Proposed Site Plan



ID	Task Name	Start	Finish	Half 1, 2021		Half 2, 2021		Half 1, 2022		Half 2, 2022		Half 1, 2023					
				S	N	J	M	M	J	S	N	J	M	M	J	S	N
1	City of Menlo Park Milestones	Tue 1/12/21	Mon 6/28/21														
2	City Council Public Hearing For Project Approval	Tue 1/12/21	Tue 1/12/21														
3	Close Existing Facilities	Fri 6/11/21	Fri 6/11/21														
4	City Move out of Onetta Harris and Senior Center	Mon 6/14/21	Fri 6/25/21														
5	City Hand-Over of Existing Buildings and Pool	Mon 6/28/21	Mon 6/28/21														
6	Design	Wed 10/7/20	Tue 6/8/21														
10	Permitting	Tue 4/6/21	Wed 9/1/21														
11	Demolition Permit Plan Check	Tue 4/6/21	Wed 7/14/21														
14	Demolition Permit Issuance	Thu 7/15/21	Thu 7/15/21														
15	Early Utility and Grading Permit Plan Check	Mon 4/12/21	Mon 6/7/21														
18	Early Utility and Grading Permit Issuance	Tue 6/8/21	Tue 6/8/21														
19	Building Permit Plan Check	Wed 6/9/21	Tue 8/31/21														
22	Building Permit Issued	Wed 9/1/21	Wed 9/1/21														
23	Utility Easement Coordination	Mon 12/7/20	Tue 8/31/21														
44	Utility Easement Coordination Complete	Wed 9/1/21	Wed 9/1/21														
45	Construction	Tue 6/29/21	Mon 1/2/23														
51	City Fit Up	Tue 1/3/23	Mon 2/27/23														
53	Grand Opening	Tue 2/28/23	Tue 2/28/23														

Milestone Schedule - 12.14.2020