



PLANNING COMMISSION AGENDA

Regular Meeting
August 4, 2014 at 7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:00 p.m.

ROLL CALL – Bressler, Combs, Eiref (Chair), Ferrick, Kadvany, Onken (Vice Chair), Strehl

INTRODUCTION OF STAFF – Kyle Perata, Associate Planner; Thomas Rogers, Senior Planner

A. REPORTS AND ANNOUNCEMENTS

Under “Reports and Announcements,” staff and Commission members may communicate general information of interest regarding matters within the jurisdiction of the Commission. No Commission discussion or action can occur on any of the presented items.

- A1. Update on Pending Planning Items**
 - a. General Plan Advisory Committee (GPAC) – Call for At-Large Member Applications – August 11, 2014 deadline

B. PUBLIC COMMENTS #1 (Limited to 30 minutes)

Under “Public Comments #1,” the public may address the Commission on any subject not listed on the agenda within the jurisdiction of the Commission and items listed under Consent. When you do so, please state your name and city or political jurisdiction in which you live for the record. The Commission cannot respond to non-agendized items other than to receive testimony and/or provide general information.

C. CONSENT - None

D. PUBLIC HEARING

- D1. Use Permit/Kevin Clugage/1069 Cascade Drive:** Request for a use permit for excavation (removal of more than 12 inches of dirt) within the required rear, and left-side setbacks associated with landscaping improvements, including a new sports-court, on a standard size lot in the R-1-S (Single-Family Residential Suburban) zoning district. The project also includes a request to increase the height of the fence along the rear property line to a maximum height of nine feet. ([Attachment](#))
- D2. Use Permit/Stem Cell Theranostics/1490 O’Brien Drive, Suite G:** Request for a use permit for the storage and use of hazardous materials for the research and development (R&D) of cell based assays for drug screening and research applications in an existing building located in the M-2 (General Industrial) zoning district. All hazardous materials would be used and stored within the building. ([Attachment](#))

E. STUDY SESSION #1

- E1. Use Permit/Michael and Judith Citron/955 Sherman Avenue:** Request for a use permit to demolish an existing single-story, single-family residence and detached garage, and construct a new two-story, single-family residence and attached garage on a substandard lot with regard to lot width and lot size in the R-1-U (Single-Family Urban Residential) zoning district. ([Attachment](#))

F. ENVIRONMENTAL IMPACT REPORT SCOPING SESSION

- F1. Review and comment on the Notice of Preparation (NOP) to identify the content of the Environmental Impact Report (EIR) to be prepared for the following project:

Architectural Control, Lot Merger or Lot Line Adjustment, Heritage Tree Removal Permits, Below Market Rate (BMR) Housing Agreement, Environmental Review/Greenheart Land Company/1300 El Camino Real: Greenheart Land Company is proposing to redevelop a 6.4-acre site on El Camino Real and Oak Grove Avenue with up to 210,000 square feet of commercial uses and up to 220 dwelling units. The proposal requires approval of Architectural Control for the new buildings, including a Public Benefit Bonus to exceed the Base level Floor Area Ratio (FAR) and dwelling unit/acre thresholds. As part of the project, approximately 37 heritage trees are proposed for removal. ([Attachment](#))

G. STUDY SESSION #2

- G1. Review and comment on the following project:

Architectural Control, Lot Merger or Lot Line Adjustment, Heritage Tree Removal Permits, Below Market Rate (BMR) Housing Agreement, Environmental Review/Greenheart Land Company/1300 El Camino Real: Greenheart Land Company is proposing to redevelop a 6.4-acre site on El Camino Real and Oak Grove Avenue with up to 210,000 square feet of commercial uses and up to 220 dwelling units. The proposal requires approval of Architectural Control for the new buildings, including a Public Benefit Bonus to exceed the Base level Floor Area Ratio (FAR) and dwelling unit/acre thresholds. As part of the project, approximately 37 heritage trees are proposed for removal. ([Attachment](#))

H. COMMISSION BUSINESS – None

ADJOURNMENT

Future Planning Commission Meeting Schedule

| | |
|-----------------|--------------------|
| Regular Meeting | August 18, 2014 |
| Regular Meeting | September 8, 2014 |
| Regular Meeting | September 23, 2014 |
| Regular Meeting | October 6, 2014 |
| Regular Meeting | October 27, 2014 |

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at <http://www.menlopark.org/notifyme> and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service on the City's homepage. Agendas and staff reports may also be obtained by contacting Vanh Malathong at 650-330-6736. (Posted: July 31, 2014)

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 disclosable public record (subject to any exemption under the Public Records Act) and is available for inspection at The Community Development Department, Menlo Park City Hall, 701 Laurel Street, Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Planning Commission meetings, may contact the City Clerk at (650) 330-6600.

Planning Commission meetings are recorded and audio broadcast live. To listen to the live audio broadcast or to past recordings, go to www.menlopark.org/streaming.



PLANNING COMMISSION

Agenda and Meeting Information

The Planning Commission welcomes your attendance at and participation in this meeting. The City supports the rights of the public to be informed about meetings and to participate in the business of the City.

ASSISTANCE FOR PERSONS WITH DISABILITIES: Person with disabilities who require auxiliary aids or services in attending or participating in Planning Commission meetings, may call the Planning Division office at (650) 330-6702 prior to the meeting.

COMMISSION MEETING AGENDA AND REPORTS: Copies of the agenda and the staff reports with their respective plans are available prior to the meeting at the Planning Division counter in the Administration Building, and on the table at the rear of the meeting room during the Commission meeting. Members of the public can view or subscribe to receive future weekly agendas and staff reports in advance by e-mail by accessing the City website at <http://www.menlopark.org>.

MEETING TIME & LOCATION: Unless otherwise posted, the starting time of regular and study meetings is 7:00 p.m. in the City Council Chambers. Meetings will end no later than 11:30 p.m. unless extended at 10:30 p.m. by a three-fourths vote of the Commission.

PUBLIC TESTIMONY: Members of the public may directly address the Planning Commission on items of interest to the public that are within the subject matter jurisdiction of the Planning Commission. The City prefers that such matters be presented in writing at the earliest possible opportunity or by fax at (650) 327-1653, e-mail at planning.commission@menlopark.org, or hand delivery by 4:00 p.m. on the day of the meeting.

Speaker Request Cards: All members of the public, including project applicants, who wish to speak before the Planning Commission must complete a Speaker Request Card. The cards shall be completed and submitted to the Staff Liaison prior to the completion of the applicant's presentation on the particular agenda item. The cards can be found on the table at the rear of the meeting room.

Time Limit: Members of the public will have **three** minutes and applicants will have **five** minutes to address an item. Please present your comments clearly and concisely. Exceptions to the time limits shall be at the discretion of the Chair.

Use of Microphone: When you are recognized by the Chair, please move to the closest microphone, state your name and address, whom you represent, if not yourself, and the subject of your remarks.

DISORDERLY CONDUCT: Any person using profane, vulgar, loud or boisterous language at any meeting, or otherwise interrupting the proceedings, and who refuses to be seated or keep quiet when ordered to do so by the Chair or the Vice Chair is guilty of a misdemeanor. It shall be the duty of the Chief of Police or his/her designee, upon order of the presiding officer, to eject any person from the meeting room.

RESTROOMS: The entrance to the men's restroom is located outside the northeast corner of the Chamber. The women's restroom is located at the southeast corner of the Chamber.

If you have further questions about the Planning Commission meetings, please contact the Planning Division Office (650-330-6702) located in the Administration Building.



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF AUGUST 4, 2014
AGENDA ITEM D1

| | | | |
|----------------------|---|---------------------------------|----------------------|
| LOCATION: | 1069 Cascade Drive | APPLICANT AND OWNER: | Kevin Clugage |
| EXISTING USE: | Single-Family Residence | | |
| PROPOSED USE: | Single-Family Residence | APPLICATION: | Use Permit |
| ZONING: | R-1-S (Residential Single Family Suburban) | | |

PROPOSAL

The applicant is requesting a use permit for excavation (removal of more than 12 inches of dirt) within the required right side, left side, and rear setbacks associated with landscaping improvements, including a new sport court, on a standard size lot in the R-1-S (Single-Family Residential Suburban) zoning district. The project also includes a request to increase the height of the fence along the rear property line to a maximum height of nine feet.

ANALYSIS

Site Location

The subject property is located at 1069 Cascade Drive, between Tioga Drive and Sierra Drive in the Sharon Heights neighborhood. All of the surrounding parcels are also within the R-1-S zoning district and are occupied with single-family residences.

Project Description

The site is currently occupied by a single-story, single-family residence. The subject parcel is a standard lot, meeting the R-1-S zoning district requirements for minimum lot area, lot width, and lot depth. The applicant is not proposing any modifications to the existing residence at this time. The lot is not level, sloping upward approximately 18 feet from the front-left corner to the back-right corner. The applicant is requesting the use permit to allow excavation in the setbacks to create more usable outdoor space within

the backyard. The proposed site improvements would result in excavation for a new synthetic lawn, sport court, and stone terraces in the back and side yards. There are no proposed changes to the grade within the front yard. Excavation, which is defined as the removal of dirt to a depth of more than 12 inches, within required setbacks requires use permit approval by the Planning Commission.

As part of the proposed backyard modifications, the applicant is also requesting a use permit to increase the height of the rear fence to nine feet, from the current height of seven feet. The applicant has submitted a project description letter, which is included in Attachment C, which describes the proposed project in more detail.

Excavation

The applicant is requesting a use permit to allow excavation in the required right side, left side, and rear yards. Excavation, which is defined as the removal of dirt to a depth of more than 12 inches, within required setbacks requires use permit approval by the Planning Commission. The applicant states that the excavation is necessary to create a more level lawn area and small sport court, along with expanded stone patios. The excavation would be set back five feet from the side property lines, and ten feet from the rear property lines. The maximum grade differential between the existing and proposed grades is three feet, six inches, located within the right side setback. The area of excavation would be screened from view from the adjacent parcel by fencing, and would also not be visible from the street, as it would be obscured by vegetation and fencing.

Fencing

The proposed 24-inch fence height extension would utilize a lattice and would not be a solid fence. The proposed modifications would result in a maximum fence height of nine feet. The applicant states in the project description letter (Attachment C) that the proposed height increase is intended to maintain a privacy screen. In addition to the proposed fence modification, the applicant is proposing to plant new landscape screening in front of the fence, which would be limited to the height of the fence. The grade of the subject property slopes upward from the front of the lot to the rear property line and continues to slope upward to the house located at 1060 Sierra Drive, which is the property directly to the rear of the project site. The proposed increase in fence height would help maintain privacy between the two lots, which contains a unique grade situation that could impact the privacy of the subject property.

Trees and Landscaping

The applicant has submitted an arborist report (Attachment D) detailing the species, size, and conditions of the existing trees on the site. The report determines the present condition, discusses impacts of the proposed retaining walls and excavation, and provides recommendations for tree preservation. The applicant is proposing to remove two non-heritage trees: A 13-inch diameter southern magnolia in fair condition and a

12-inch diameter pittosporum in poor condition. All recommendations identified in the arborist report shall be implemented through condition 3.g.

Correspondence

Staff has received a signed letter of support for the project from the neighbors at 1065 Cascade Drive, 1072 Cascade Drive, and 1075 Cascade Drive. The signed letter is included in Attachment E. The rear neighbor, John Flegel, at 1060 Sierra Drive provided a letter of support for the project (Attachment F), specifically with regard to the proposed increase in fence height. Mr. Flegel states in his letter that he is supportive of the modifications to the fence provided the lattice is designed in a grid pattern instead of a diagonal pattern. The applicant has indicated acceptance of this pattern. Staff has added a project specific condition of approval requiring that the new lattice portion of the fence be designed in a grid pattern.

Conclusion

Staff believes that the proposed excavation would have minimal impact on the adjacent neighbors, given the lack of visibility and that the excavation is limited to creating a more usable level backyard. The proposed retaining walls would be located at least five feet from the side property lines and ten feet from the rear property line. The excavation would allow for a more usable backyard. The proposed excavation would be screened from view from the adjacent parcels by fencing and would not be visible from the street due to vegetation and fencing. The proposed increase in fence height would help provide privacy to the subject property, and the lattice element would provide the increase in height without utilizing a solid fence. The adjacent neighbor is supportive of the fence height increase and has provided a letter of support. Staff recommends that the Planning Commission approve the proposed project.

ENVIRONMENTAL REVIEW

The project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current State California Environmental Quality Act (CEQA) Guidelines.

RECOMMENDATION

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 State 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. Development of the project shall be substantially in conformance with the plans prepared by Yukon Landscape Design, consisting of five plan sheets, dated received July 22, 2014, and approved by the Planning Commission on August 4, 2014, except as modified by the conditions contained herein, subject to review and approval by the Planning Division.
- b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
- c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
- d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval of 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.
- e. Prior to building permit issuance, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. These revised plans shall be submitted for the review and approval of the Engineering Division.
- f. 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 issuance of a grading, demolition or building permit.
- g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance. Prior to the building permit issuance, the applicant shall implement the tree protection plan and technique recommendations in the Arborist Report for all applicable heritage trees.
- h. Concurrent 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 2,500 square feet of irrigated landscaping, then a detailed landscape plan documenting compliance with the Water Efficient Landscape Ordinance (Municipal Code 12.44) will be required, subject to review and approval of the Engineering Division.

4. Approve the use permit subject to the following **project-specific** conditions:
- a. Simultaneous with the submittal of a complete building permit application, the applicant shall revise the plans to identify a grid pattern (vertical and horizontal strips) for the proposed lattice extension of the rear fence, subject to review and approval of the Planning Division.

Report prepared by:
Kyle Perata
Associate Planner

Report reviewed by:
Thomas Rogers
Senior Planner

PUBLIC NOTICE & APPEAL PERIOD

Public notification consisted of publishing a legal notice in the local newspaper and notification by mail of owners and residents within a 300-foot radius of the subject property. Planning Commission action will be effective after 15 days unless the action is appealed to the City Council, in which case the outcome of the application shall be determined by the City Council.

ATTACHMENTS

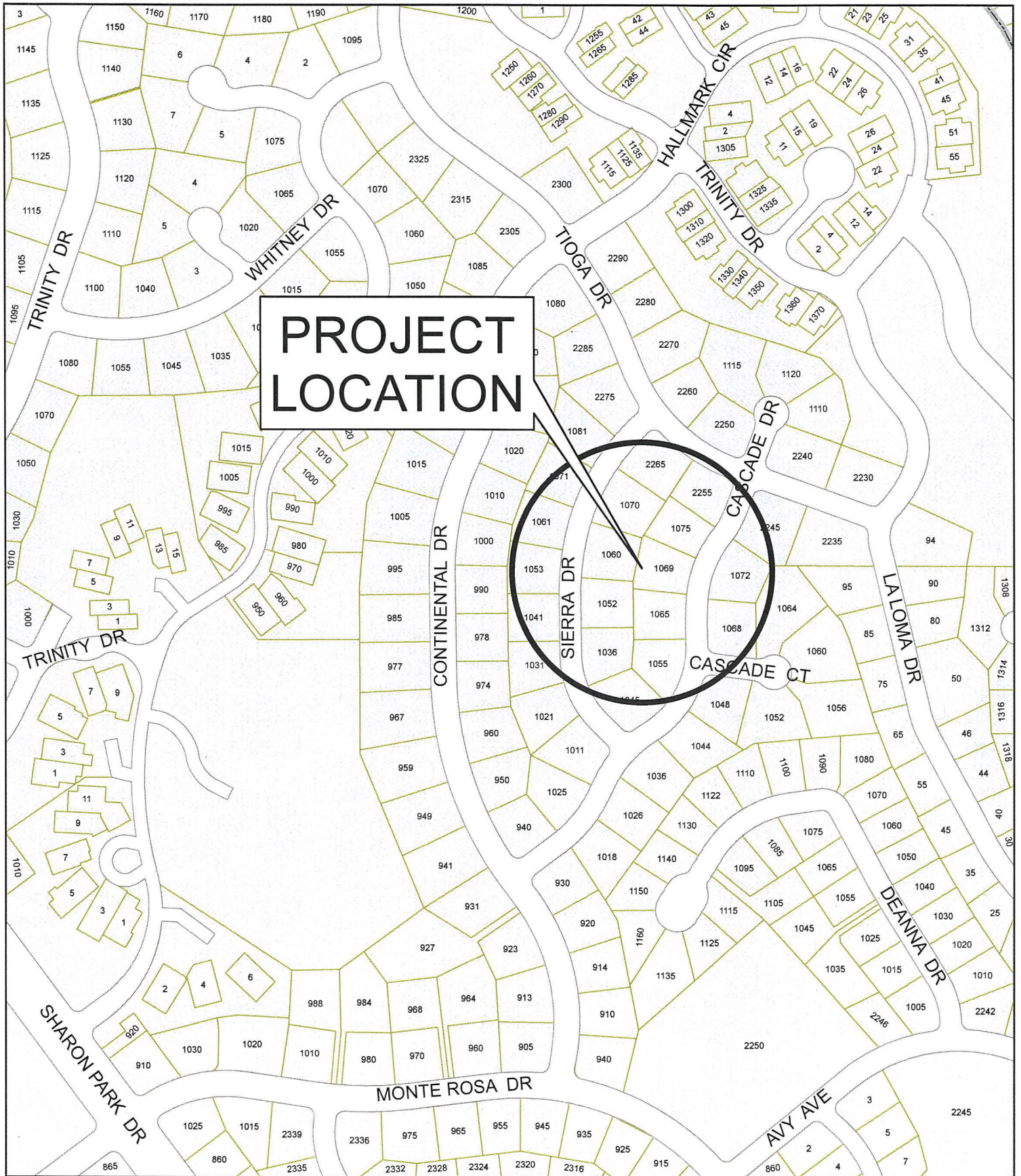
- A. Location Map
- B. Project Plans
- C. Project Description Letter
- D. Arborist Report prepared by Mayne Tree Expert Company, Inc., dated received June 3, 2014
- E. Signed Letter of Support From:
 - Christina Turner of 1065 Cascade Drive;
 - Jean Shen, 1072 Cascade Drive; and
 - Diana Hewitt, 1075 Cascade Drive.
- F. Letter of Support From John Flegel, 1060 Sierra Drive

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

EXHIBITS TO BE PROVIDED AT MEETING

None

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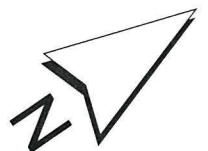


CITY OF MENLO PARK

LOCATION MAP

1069 CASCADE DRIVE

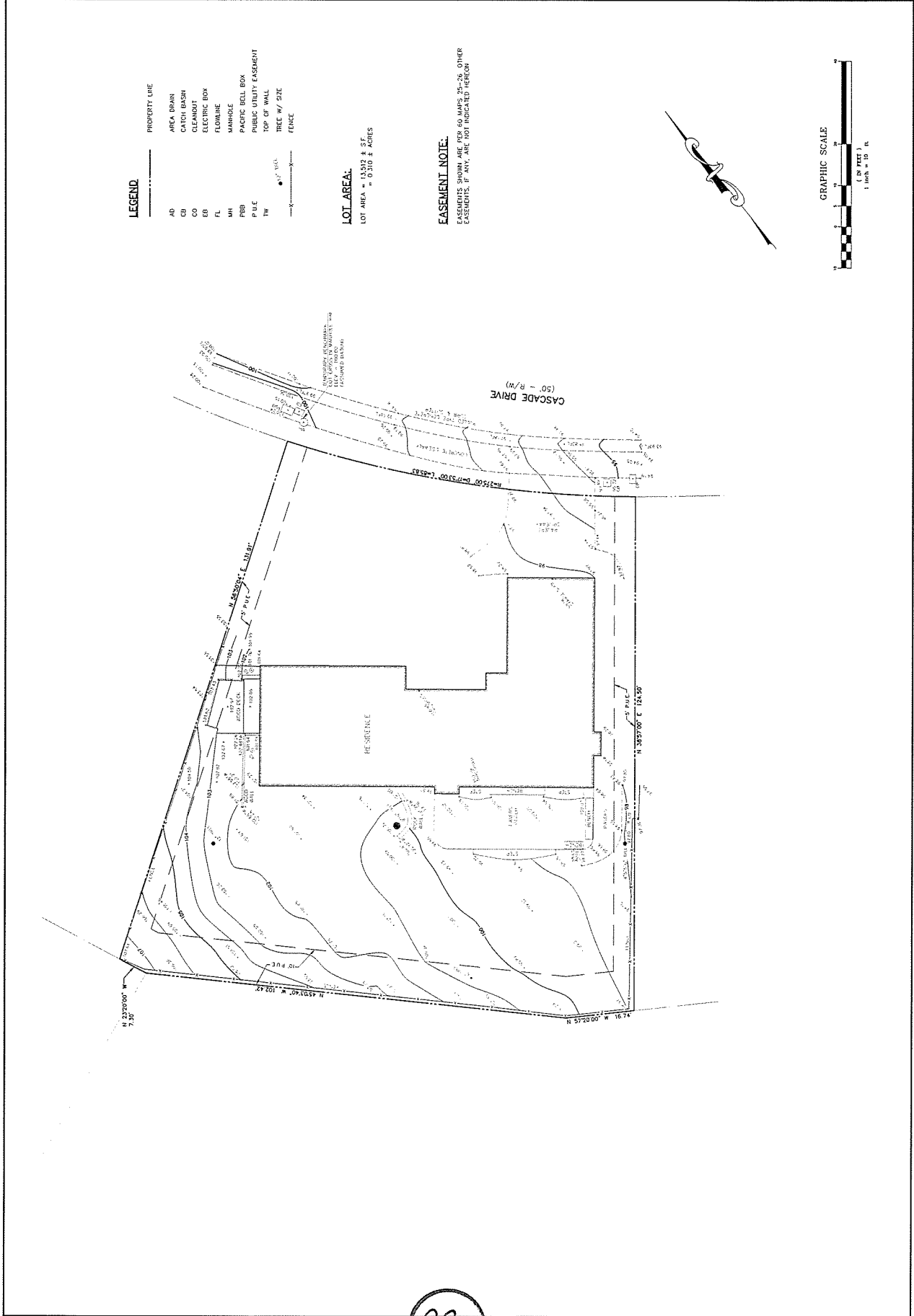
A1



DRAWN: KTP CHECKED: KTP DATE: 08/04/14 SCALE: 1" = 300' SHEET: 1

CITY OF MENLO PARK
BUILDING

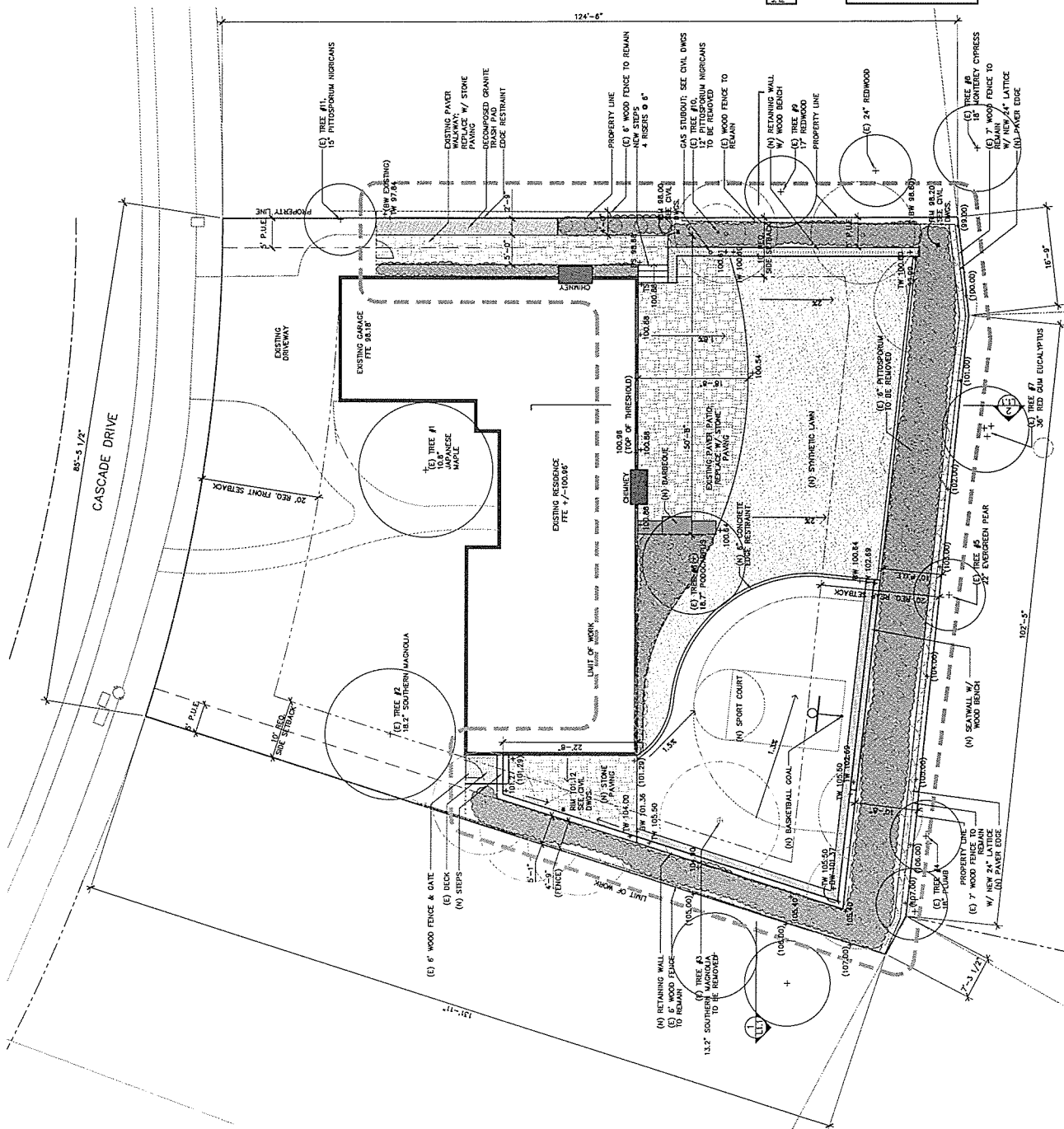
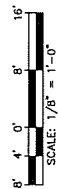
| | | | | |
|--|--|---------------------------------|--|---|
| TOPOGRAPHIC SURVEY PLAN A PORTION OF 1069 CASCADE DRIVE A.P.N. 074-194-060 LOT 178, 60 MAPS 25-26 SAN MATEO COUNTY CALIFORNIA | | PREPARED FOR: KELLEY CLUAGUE | 965 CENTER STREET • SAN CARLOS, CA 94070 • (650) 593-8580 CIVIL ENGINEERING • LAND SURVEYING MACLEOD AND ASSOCIATES | REV. DESCRIPTION BY DATE 1 10/1/14 2 11/1/14 3 12/1/14 |
| DRAWN BY: DAK DESIGNED BY: --- CHECKED BY: DAK SCALE: 1"=40' DATE: 02-03-14 DRAWING NO: 3955-TOPO SHEET: 1 OF 1 | | | | |



B2

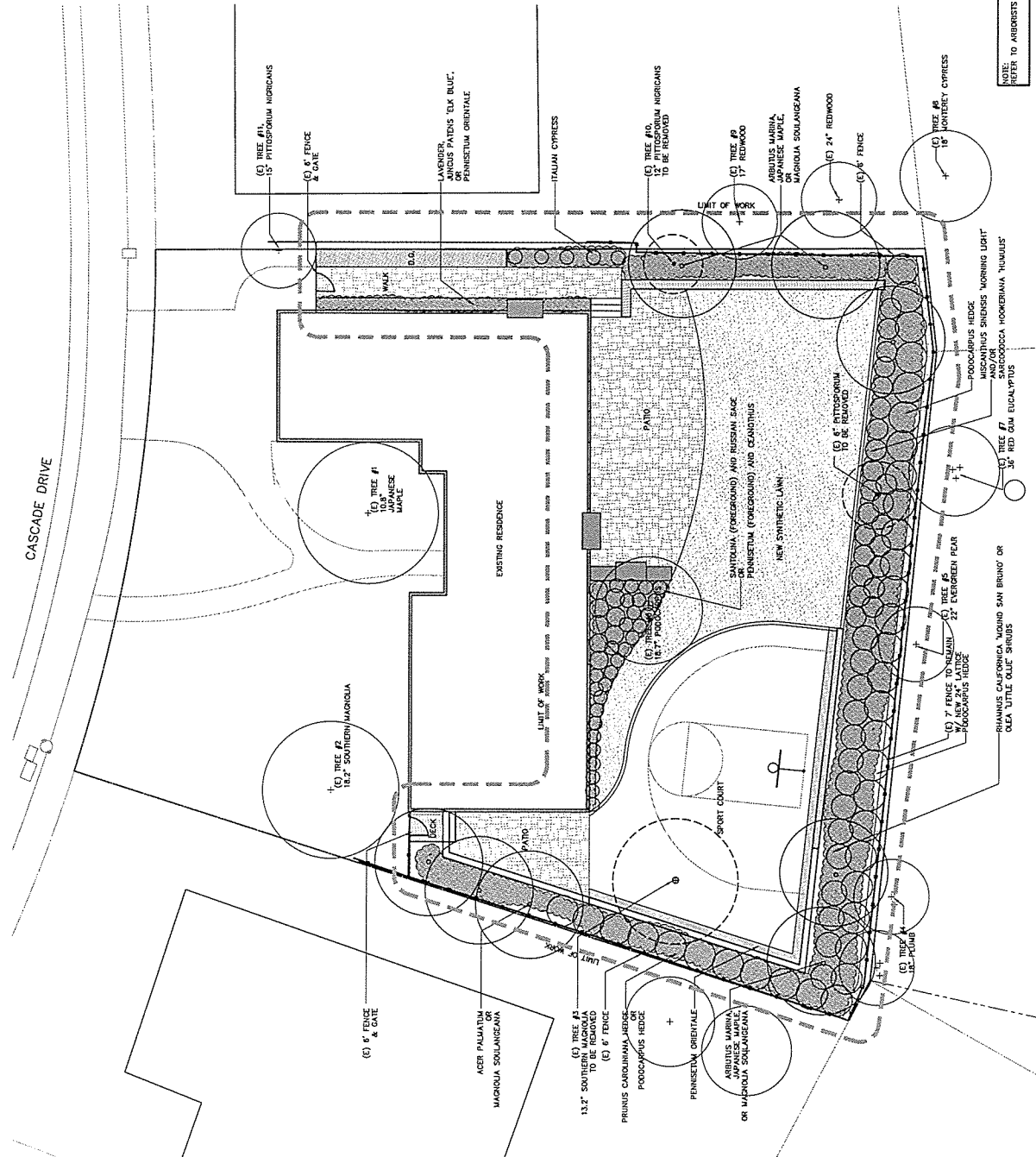
~13,512 sf
~2,598 sf
~16%
~2,598 sf
~26%
~50%
1 (COVERED)

NOTE:
REFER TO ARBORISTS REPORT FOR REFERENCES TO EXISTING TREES



133

CASCADE DRIVE



NOTE: REFER TO ARBORISTS REPORT FOR REFERENCES TO EXISTING TREES

SCALE: 1/8" = 1'-0"

8' 4' 0' 8' 15'

sheet #

L3.0

client

CLUGAGE

north

scale 1/8" = 1'-0"

job #

CLUGAGE RESIDENCE

1069 CASCADE DRIVE
MENLO PARK, CA

Yukon Landscape Design
P 650.270.8816
CA Lic # 935028
ykondesign@gmail.com

date

6/23/2014

drawn by

YL

PLANTING PLAN

135

RECEIVED

JUL 22 2014

CITY OF MENLO PARK
BUILDING

Kevin & Kelley Clugage
1069 Cascade Dr.
Menlo Park, CA 94025

To Whom It May Concern:

This is a Family Backyard Project with the primary purpose to create a more level lawn area complemented by a small sportcourt with a basketball hoop. Since our property lies on a gentle slope, retaining walls will be installed to allow for re-grading the area to a more level space. We anticipate this will provide our family, especially our three young children, a more enjoyable environment to play and relax.

In addition to the new synthetic lawn and sportcourt, the existing paver patio area will be enlarged slightly. The synthetic lawn is preferred because the backyard area is heavily shaded and it has proven difficult to successfully maintain a natural lawn. Twice in the past 8 years we have replaced the natural grass, and once redone the sprinkler system in effort to keep the lawn in a healthy shape. Still the grass has withered and grown sparse, especially in the heavy traffic portions with our kid's play.

The small trees that border the backyard on all sides will be trimmed, removed and / or replaced with new trees planted in a more uniform fashion and a few feet closer to the fenceline in the south-west corner to enlarge the play space. To maintain a privacy-screen the proposal includes a 2' lattice extension on top of our back fenceline that is currently 7' tall.

The scope of work will extend from the backyard along the north-side and south-side of the house. The south-side plan will fill-in the space between the paver walkway and side-fence with approximately 6" of crushed rock, and add steps that rise up to the backyard patio. The north-side plan uses the new retaining wall to create a small flat paver area adjacent to house that will host a hangout area with chairs and tables.

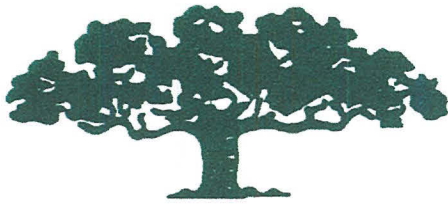
In general we view this proposal as very much inline with the current use of the backyard. Today it is our children's primary area for outdoor play, games and sports. We believe these changes will further enhance the area for more of the same. Since we will remove some of the existing trees and plant new ones that take time to grow in, a higher fence along the property's back line makes sense to put a better visual screen in place.

Regards,



Kevin & Kelley Clugage

C1



RECEIVED

JUN 03 2014

CITY OF MENLO PARK
PLANNING

Mayne Tree Expert Company, Inc.

ESTABLISHED 1931

STATE CONTRACTOR'S LICENSE NO. 276793

CERTIFIED FORESTER • CERTIFIED ARBORISTS • PEST CONTROL • ADVISORS AND OPERATORS

RICHARD L. HUNTINGTON
PRESIDENT

JEROMEY INGALLS
CONSULTANT/ESTIMATOR

535 BRAGATO ROAD, STE. A
SAN CARLOS, CA 94070-6311

TELEPHONE: (650) 593-4400

FACSIMILE: (650) 593-4443

EMAIL: info@maynetree.com

March 21, 2014

Ms. Kelley Clugage
1069 Cascade Dr.
Menlo Park, CA 94025

Dear Ms. Clugage,

At your request, I visited the above site on February 10, 2014. The purpose of my visit was to identify, inspect, and comment on the trees located around the property and to discuss how the proposed construction project will potentially impact the trees.

Limitations of this report

I accept no responsibility for any unknown or unseen defects associated with the trees on site or on the adjacent properties. Several trees on this report are located on the neighboring properties and were not fully inspected due to the property line fence and lack of permission to trespass.

Method

Each tree was identified and given an identification number. This number is scribed onto a metal foil tag and placed at eye level on the trunk of the tree, unless otherwise noted. The diameter, or DBH, of each tree was found by measuring fifty-four inches off of the natural grade as described in the Menlo Park Heritage Tree Ordinance. The height and canopy spread of each tree was estimated to show their approximate dimensions. A condition rating was given to each tree; this rating is based on form and vitality and can be further defined by the following table:

| | | | |
|----|---|-----|-----------|
| 0 | - | 29 | Very Poor |
| 30 | - | 49 | Poor |
| 50 | - | 69 | Fair |
| 70 | - | 89 | Good |
| 90 | - | 100 | Excellent |

Lastly, a comments section is provided for each tree to give more individual detail about its characteristics and surrounding environment.

DI

Tree Survey

| Tree # | Species | DBH (inches) | Condition (percent) | Height (feet) | Spread (feet) | Comments |
|--------|-----------------------|--------------|---------------------|---------------|---------------|--|
| 1 | Japanese Maple | 10.8 | 55 | 18 | 21 | Three-stem at 2½ feet (measured below the multi-stem attachment); canopy touching the roof; large dead branch in middle of the canopy; no tag. |
| 2 | Southern Magnolia | 18.2 | 70 | 35 | 33 | Girdling roots at the base; climbing spike wounds on the trunk; good form and vigor; large surface roots present; no tag. |
| 3 | Southern Magnolia | 13.2 | 50 | 35 | 24 | Codominant at 15 feet; minor tip dieback present in the upper canopy; abundance of sprouts. |
| 4 | Plum | 18.0 | 50 | 35 | 21 | Multi-stem trunk located on the neighbor's property near the fence; trunk is in contact with the fence; no tag. |
| 5 | Evergreen Pear | 22.0 (est.) | 55 | 35 | 30 | Located on the neighbor's property; might be two different trees; no tag. |
| 6 | Podocarpus | 18.7 | 50 | 35 | 30 | Several leaders with included bark at their point of attachment; approximately 9 feet away from the home; healthy canopy, codominant at 15 feet; excess end weight on the lateral limbs. |
| 7 | Red Gum Eucalyptus | 36.0 (est.) | 45 | 70 | 36 | Located on the neighbor's property; codominant attachment in the lower trunk; several stubbed-off limbs with epicormic shoots on their ends; no tag. |
| 8 | Monterey Cypress | 18.0 (est.) | 60 | 45 | 27 | Slight lean east; located on the neighbor's property; no tag. |
| 9 | Redwood | 17.0 (est.) | 95 | 50 | 30 | Good form and vigor; located on the neighbor's property; no tag. |
| 10 | Pittosporum nigricans | 12.0 (est.) | 40 | 18 | 20 | Multi-stem at 2 feet with included bark; healthy canopy; overgrown hedge. |
| 11 | Pittosporum nigricans | 15.0 (est.) | 40 | 18 | 21 | Leans southeast over the neighbor's home; provides good screening; multi-stem at 2 feet with included bark; no tag; slight upwelling of the soil opposite the lean. |

Observations and Recommendations

Tree #1 is a healthy Japanese Maple that needs routine pruning to clear it away from the home and to remove any large deadwood present.

Tree #2, a Magnolia, is located at the front right corner of the home. This tree appears to be healthy and vigorous with an abundance of interior sprouts and several girdling roots around the buttress roots. I recommend routine pruning to clear away the canopy fringe from the understory hedge, thin out the canopy, and remove the girdling roots around the base.

Tree #3, a Magnolia, is located at the back right corner of the home. This tree is a non-heritage tree that has a codominant attachment at 15 feet and minor tip dieback in the upper canopy, likely from past root pruning.

Trees #4 and #5 are located on the neighbor's property. Both of these trees are very near the property line fence.

Tree #6 is located approximately 9 feet away from the rear of the home. There are several poorly attached limbs in the canopy. Routine pruning is recommended to minimize the potential for limb failure and to clear the roof.

Trees #7, #8, and #9 are all located on neighboring properties.

Trees #10 and #11 are located along the left side of the home. These trees appear to have been part of an old hedge. Both have multi-stem attachments at around 2 feet. Tree #11 leans significantly over the neighbor's home and there is a small amount of upwelling in the soil, opposite the lean, that may indicate instability. I recommend routine pruning that should include end weight reduction and clearance from the neighbor's home. Access to the neighbor's property may be needed.

Proposed Landscape Plan Review

During my review of the proposed landscape plans I found that two trees will need to be removed and three trees will be minimally impacted.

Tree #3, a non-heritage tree, will be within the proposed sport court and will need to be removed to allow the construction of the court to commence.

Tree #4 will have roughly 15 to 20 percent of its root zone impacted by the construction of the sport court and retaining wall.

Tree #9 is located on the neighbor's property and will have roughly 10 percent of its root zone impacted by the installation of the retaining wall and rear patio.

Tree #6 will have roughly 15 percent of its root zone impacted by the installation of the rear patio. A portion of this tree's root zone has already adapted to a small rock retaining wall and a change in the grade. An additional 40 percent of this tree's root zone will be impacted by the installation of the synthetic lawn. After installation, the lawn will allow for water to penetrate into the soil. Over time, I believe this tree will adapt to the surrounding environment. Therefore, I believe this tree should survive with minimal stress during and after the new landscape installation.

Tree #10 is located within the proposed seat/retaining wall. This tree will need to be removed to allow the installation of the seat/retaining wall to commence.

Summary

Trees #3 and #10 will need to be removed as they are directly located in areas where construction will take place. Trees #4, #6, and #9 will be partially impacted by the proposed landscape installation. All three trees should be minimally impacted and should survive the project without significant stress.

I recommend installing Tree Protection Fencing around tree #6 to retain as much natural root zone as possible.

CITY OF MENLO PARK TREE PROTECTION SPECIFICATIONS

1. A protective barrier of 6-foot chain link fencing shall be installed around the dripline of protected tree(s). The fencing can be moved within the dripline if authorized by the Project Arborist or the City Arborist, but not closer than 2 feet from the trunk of any tree. Fence posts shall be 1.5 inches in diameter and are to be driven 2 feet into the ground. The distance between posts shall not be more than 10 feet. This enclosed area is the Tree Protection Zone (TPZ).
2. Movable barriers of chain link fencing secured to cement blocks can be substituted for "fixed" fencing if the Project Arborist and City Arborist agree that the fencing will have to be moved to accommodate certain phases of construction. The builder may not move the fence without authorization from the Project Arborist or City Arborist.
3. **Avoid the following conditions.**
DO NOT:
 - a. Allow runoff or spillage of damaging materials into the area below any tree canopy.
 - b. Store materials, stockpile soil, or park or drive vehicles within the TPZ.
 - c. Cut, break, skin, or bruise roots, branches, or trunks without first obtaining authorization from the City Arborist.
 - d. Allow fires under and adjacent to trees.
 - e. Discharge exhaust into foliage.
 - f. Secure cable, chain, or rope to trees or shrubs.
 - g. Trench, dig, or otherwise excavate within the dripline or TPZ of the tree(s) without first obtaining authorization from the City Arborist.
 - h. Apply soil sterilants under pavement near existing trees.
4. Only excavation by hand or compressed air shall be allowed within the driplines of trees. Machine trenching shall not be allowed.

5. Avoid injury to tree roots. When a ditching machine, which is being used outside of the dripline of trees, encounters roots smaller than 2 inches, the wall of the trench adjacent to the trees shall be hand trimmed, making clear, clean cuts through the roots. All damaged, torn, and cut roots shall be given a clean cut to remove ragged edges, which promote decay. Trenches shall be filled within 24 hours, but, where this is not possible, the side of the trench adjacent to the trees shall be kept shaded with four layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet. Roots 2 inches or larger, when encountered, shall be reported immediately to the Project Arborist, who will decide whether the Contractor may cut the root as mentioned above or shall excavate by hand or with compressed air under the root. The root is to be protected with dampened burlap.
6. Route pipes outside of the area that is 10 times the diameter of a protected tree to avoid conflict with roots.
7. Where it is not possible to reroute pipes or trenches, the contractor shall bore beneath the dripline of the tree. The boring shall take place not less than 3 feet below the surface of the soil in order to avoid encountering "feeder" roots.
8. Any damage due to construction activities shall be reported to the Project Arborist or City Arborist within six hours so that remedial action can be taken.
9. Violation of any of the above provisions may result in sanctions or other disciplinary action.

City of Menlo Park – Community Development Department, Planning Division

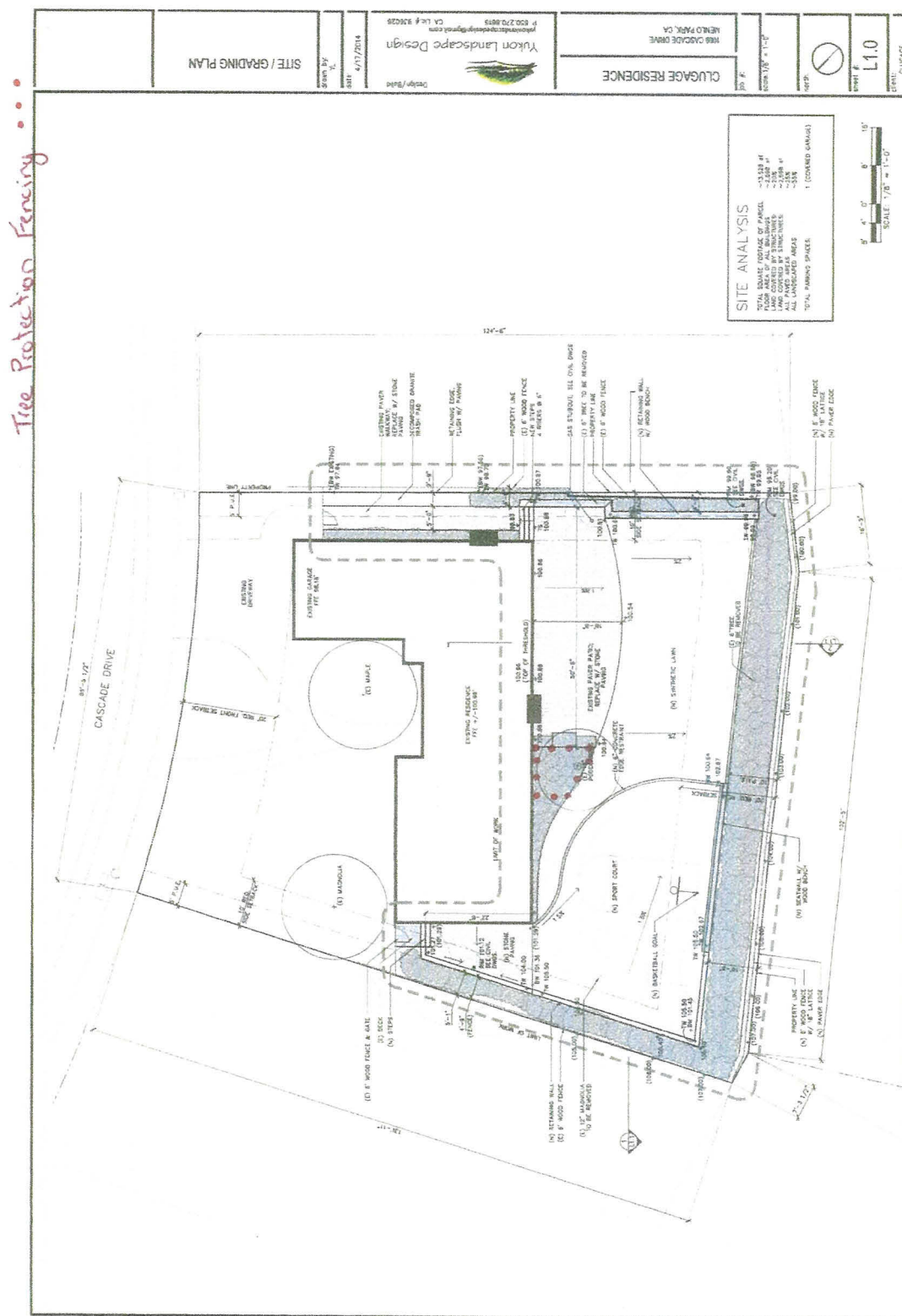
Sincerely,

Jeromey A. Ingalls
Certified Arborist WE #7076A

JAI:pmd



D5



D6

City of Menlo Park
701 Laurel Street
Menlo Park, Ca 94025

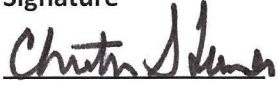


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JUL 22 2014

CITY OF MENLO PARK
BUILDING

To Whom it May Concern,

We have reviewed the backyard project proposal for our neighbors Kevin and Kelley Clugage at 1069 Cascade Drive. We are in support of their proposal and have no objections.

| Name | Signature | Street Address | Phone |
|------------------|---|-----------------|--------------|
| Christina Turner |  | 1065 Cascade Dr | 415-519-9054 |
| Jean Shen |  | 1072 Cascade Dr | 650-391-8932 |
| Diana Hewitt |  | 1075 Cascade Dr | 650-233-8869 |
| _____ | _____ | _____ | _____ |

Perata, Kyle T

From: John L. Flegel <jlf@jsmf.com>
Sent: Tuesday, July 29, 2014 1:42 PM
To: Perata, Kyle T
Cc: Kevin Clugage (clugage@yahoo.com)
Subject: 1069 Cascade Ave., Menlo Park

Mr. Perata:

This is to confirm my telephone conversation with you this afternoon, during which I consented to the addition of a new lattice work on top of the 7 foot high fence that divides my neighbor's property at 1069 Cascade, with my property at 1060 Sierra Drive.

The only condition to this consent is that the lattice work that is installed be in a "grid" pattern, so that the lattice strips are in a horizontal and vertical grid pattern, rather than a crisscross "x" pattern. I have talked with Kevin Clugage and he is in agreement with this condition. It would be appreciated if the Community Development Department Planning Division place this restriction on its approval.

If you have any questions, please do not hesitate to email me or call me.

John L. Flegel
Jorgenson, Siegel, McClure & Flegel, LLP
1100 Alma Street, Suite 210
Menlo Park, CA 94025
650/324-9300
650/324-0227 (fax)
jlf@jsmf.com



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF AUGUST 4, 2014
AGENDA ITEM D2

| | | | |
|--------------------------|---|----------------------------|---|
| LOCATION: | 1490 O'Brien Drive, Suite G | APPLICANT: | Stem Cell Theranostics (SCT) |
| EXISTING USE: | Research & Development (R&D) | PROPERTY OWNER: | Menlo Prehc 1 LLC et al |
| PROPOSED USE: | Research & Development (R&D) | APPLICATION: | Use Permit |
| ZONING: | M-2 (General Industrial District) | | |

PROPOSAL

The applicant, Stem Cell Theranostics (SCT), is requesting a use permit for the storage and use of hazardous materials for the research and development (R&D) of cell based assays for drug screening and research applications in an existing building located in the M-2 (General Industrial) zoning district. All hazardous materials would be used and stored within the building.

ANALYSIS

Site Location

The subject parcel is located at 1490 O'Brien Drive, which is Building 10 of the Menlo Business Park. This building is a multi-tenant facility, and SCT would be located in Suites C and G, commonly referred to as Suite G. Auxogen is located in Suite A, and received Planning Commission approval of a use permit to store and use hazardous materials within the facility in November 2010. Zeachem received a use permit revision to modify its types and quantities of hazardous materials in July 2012. The second floor of the building contains two suites, addressed Suite B and Suite E. Suite B is occupied by Auxogen and has been combined with Suite A. Suite E is vacant. The following table summarizes the building suites, tenants, and hazardous materials statuses.

| Suite | Tenant | Hazardous Materials Status |
|----------------------------|---------------------------------|--|
| Suite A (formerly A & B) | Auxogyn | Use permit approved 11/1/10 by Planning Commission |
| Suite E (Second Floor) | Vacant | N/A |
| Suite D | ZeaChem | Use permit approved 7/23/12 by Planning Commission |
| Suite G (formerly C and G) | Stem Cell Theranostics (SCT) | Use permit in process |

Adjacent parcels to the north, east, and west, are also located in the M-2 zoning district, and primarily contain warehouse, light manufacturing, R&D, and office uses. Single-family residences in the City of East Palo Alto are located directly south of the business park. These parcels front onto Kavanaugh Road and many of the residential dwelling units are approximately 85 feet from the subject building. The subject building is located approximately 475 feet from Costano Elementary School, which is east of the project site, and approximately 650 feet from Green Oaks Academy (grades K-5) and Cesar Chavez Elementary School (grades 6-8), which are located on a shared campus to the southwest of the project site. Both school sites are located within the City of East Palo Alto. In addition, a preschool (Casa dei Bambini) is located at 1215 O'Brien Drive, which is located approximately 1,600 feet from the subject building. The subject site and surrounding properties are located in a Federal Emergency Management Agency (FEMA) flood zone, but no upgrades are required as part of this use permit application.

Project Description

SCT develops and markets cell based assays for drug screening and research applications. The products are provided to academic laboratories, biotech companies and pharmaceutical companies. The company intends to use the facility at 1490 O'Brien Drive as its corporate headquarters, as well as its R&D facility. The project description letter is included as Attachment C and describes the project proposal in more detail.

Proposed Hazardous Materials

Proposed hazardous materials include combustible liquids, corrosives, flammable liquids, non-flammable gases, cryogens, toxics, water reactives, and carcinogens. A complete list of the types of chemicals is included in Attachment F. The project plans, included as Attachment B, provide the locations of chemical use and storage, and hazardous waste storage. In addition, the plans identify the location of safety equipment, such as spill kits, fire extinguishers, first aid kits, and exit pathways. All hazardous materials would be used and stored inside of the building.

All personnel handling the hazardous materials would be properly trained. Except for amounts in daily use, all flammable liquids would be stored in fire resistant safety cabinets. Solid and/or liquid hazardous waste would be generated and stored in appropriate containers in an area separated from general employee traffic. Liquid wastes would be secondarily contained. The largest hazardous waste container would

be two gallons. Licensed contractors are intended to be used to haul off and dispose of the hazardous waste.

The Hazardous Materials Business Plan (HMBP), included as Attachment D, provides the types and quantities of chemicals that would be used and stored, and includes a spill prevention plan, an emergency response plan, an employee-training plan, and a closure plan. The applicant submitted a Supplemental Spill Prevention, Emergency Response, Training, and Closure Plan, which is based on the narrative style of the previous San Mateo County HMBP (Attachment E). The applicant has submitted a comprehensive chemical inventory (Attachment F) that identifies the projected storage quantities for the proposed chemicals.

Staff has included recommended conditions of approval that would limit changes in the use of hazardous materials, require a new business to submit a HMBP to seek compliance if the existing use is discontinued, and address violations of other agencies in order to protect the health and safety of the public.

Agency Review

The Menlo Park Fire Protection District, City of Menlo Park Building Division, West Bay Sanitary District, and San Mateo County Environmental Health Services Division were contacted regarding the proposed use and storage of hazardous materials on the project site. Their correspondence has been included as Attachment G. Each entity found the proposal to be in compliance with all applicable standards. Although the subject parcel is located in proximity to residences and schools, there would be no unique requirements for the proposed use, based on the specific types and amounts of chemicals that are proposed.

Correspondence

Staff has not received any correspondence on this project.

Conclusion

Staff believes that the proposed use and quantities of hazardous materials would be compatible and consistent with other uses in this area, specifically the subject building. The Hazardous Materials Business Plan has been approved by the relevant agencies, and includes a training plan and protection measures in the event of an emergency. The proposed use permit would allow a new business to locate within Menlo Park. Staff recommends that the Planning Commission approve the proposed project.

ENVIRONMENTAL REVIEW

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

RECOMMENDATION

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current 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. Development of the project shall be substantially in conformance with the plans provided by DES Architects/Engineers, consisting of eight plan sheets, dated received July 18, 2014, and approved by the Planning Commission on August 4, 2014 except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
 - b. 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.
 - c. 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.
 - d. If there is an increase in the quantity of hazardous materials on the project site, a change in the location of the storage of the hazardous materials, or the use of additional hazardous materials after this use permit is granted, the applicant shall apply for a revision to the use permit.
 - e. Any citation or notification of violation by the Menlo Park Fire Protection District, San Mateo County Environmental Health Department, West Bay Sanitary District, Menlo Park Building Division or other agency having responsibility to assure public health and safety for the use of hazardous materials will be grounds for considering revocation of the use permit.
 - f. If the business discontinues operations at the premises, the use permit for hazardous materials shall expire unless a new business submits a new hazardous materials business plan to the Planning Division for review by the applicable agencies to determine whether the new hazardous materials business plan is in substantial compliance with the use permit.

Report prepared by:
Kyle Perata
Associate Planner

Report reviewed by:
Thomas Rogers
Senior Planner

PUBLIC NOTICE & APPEAL PERIOD

Public notification consisted of publishing a legal notice in the local newspaper and notification by mail of owners and occupants within a 1,320-foot radius of the subject property. Planning Commission action will be effective after 15 days unless the action is appealed to the City Council, in which case the outcome of the application shall be determined by the City Council.

ATTACHMENTS

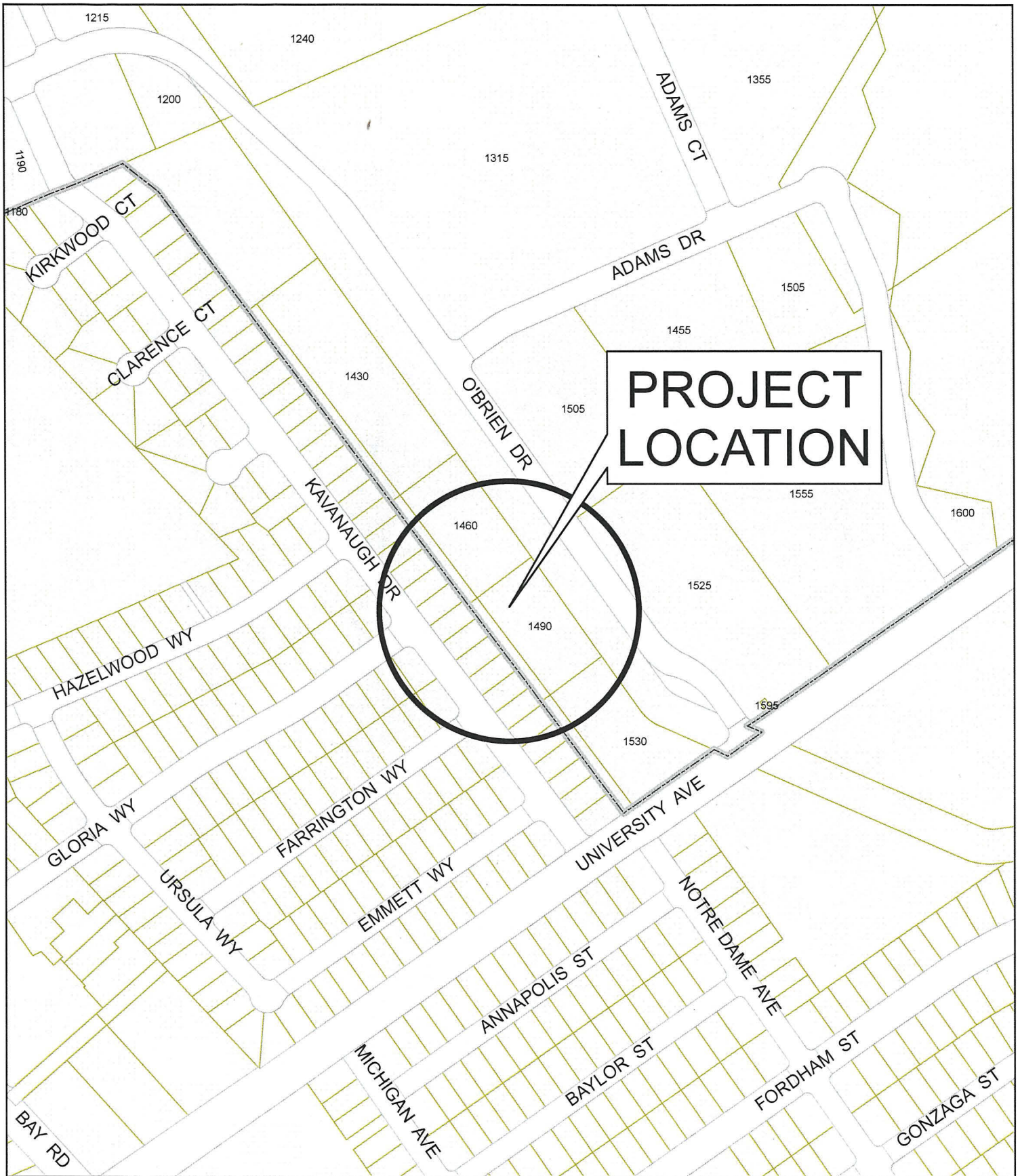
- A. Location Map
- B. Project Plans
- C. Project Description Letter
- D. Hazardous Materials Business Plan
- E. Supplemental Spill Prevention, Emergency Response, Training, and Closure Plan
- F. Chemical Inventory
- G. Hazardous Materials Agency Referral Forms:
 - Menlo Park Fire Protection District
 - San Mateo County Environmental Health Department
 - West Bay Sanitary District
 - Menlo Park Building Division

EXHIBITS TO BE PROVIDED AT MEETING

None

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

V:\STAFFRPT\PC\2014\080414- 1490 O'Brien Drive (SCT).doc



CITY OF MENLO PARK

LOCATION MAP

1490 O'BRIEN DRIVE

DRAWN: KTP CHECKED: KTP DATE: 08/04/14 SCALE: 1" = 300' SHEET: 1



DES
ARCHITECTS
ENGINEERS

399 Broadway Street, Pleasanton, CA 94566
Tel: (925) 944-5000
Fax: (925) 944-5001
www.des-aec.com

TARLTON
PROPERTIES

955 Alamo Street
Pleasanton, CA 94566

**MENLO BUSINESS
PARK**

SCT
1480 O'Brien Drive
Menlo Park, CA 94025

AREA PLAN

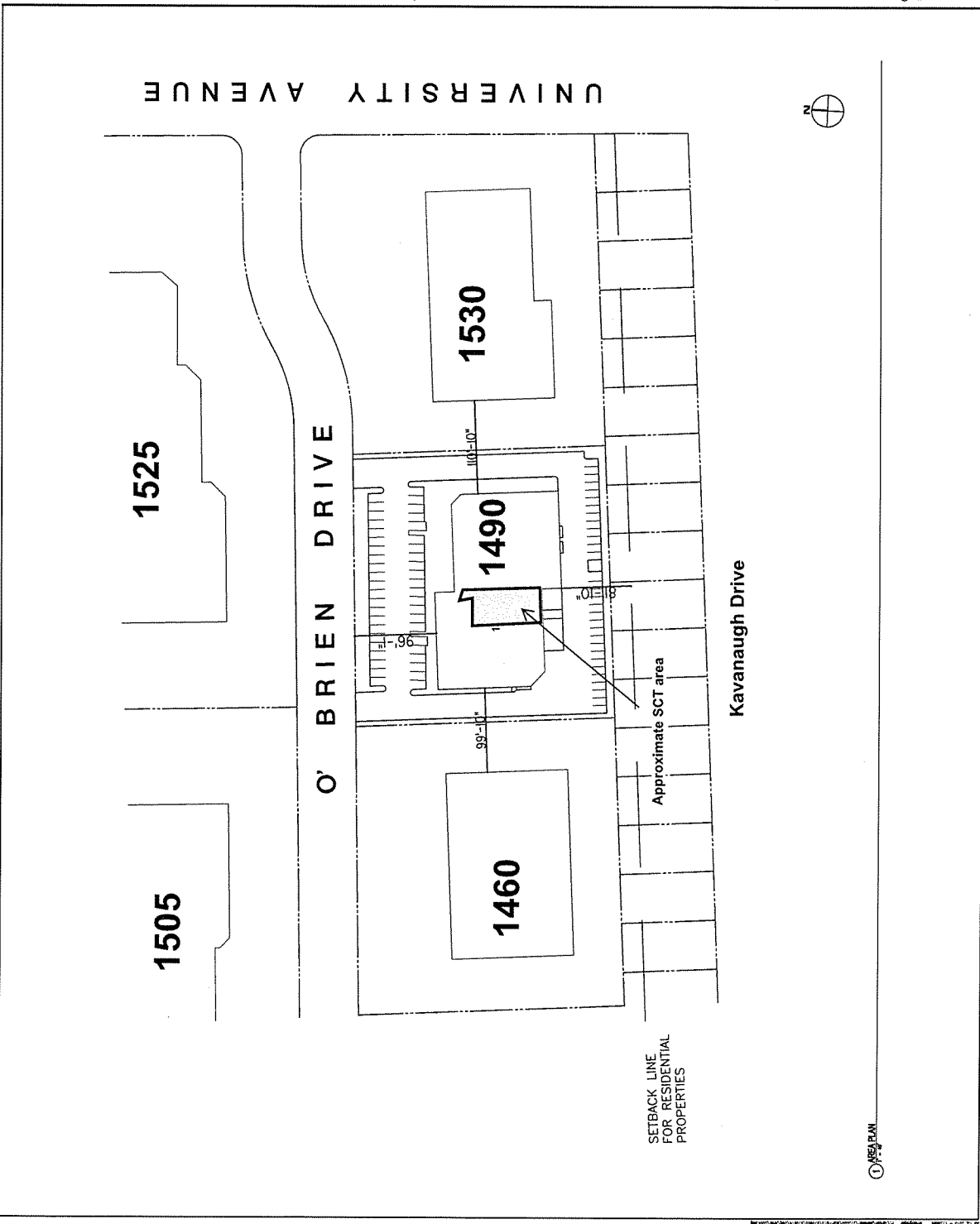
| | |
|--------------|----------|
| DATE: | 7/7/14 |
| BY: | DESIGNER |
| CHECKED BY: | DESIGNER |
| APPROVED BY: | DESIGNER |
| DATE: | 7/7/14 |

| | |
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| DATE: | 7/7/14 |
| BY: | DESIGNER |
| CHECKED BY: | DESIGNER |
| APPROVED BY: | DESIGNER |
| DATE: | 7/7/14 |

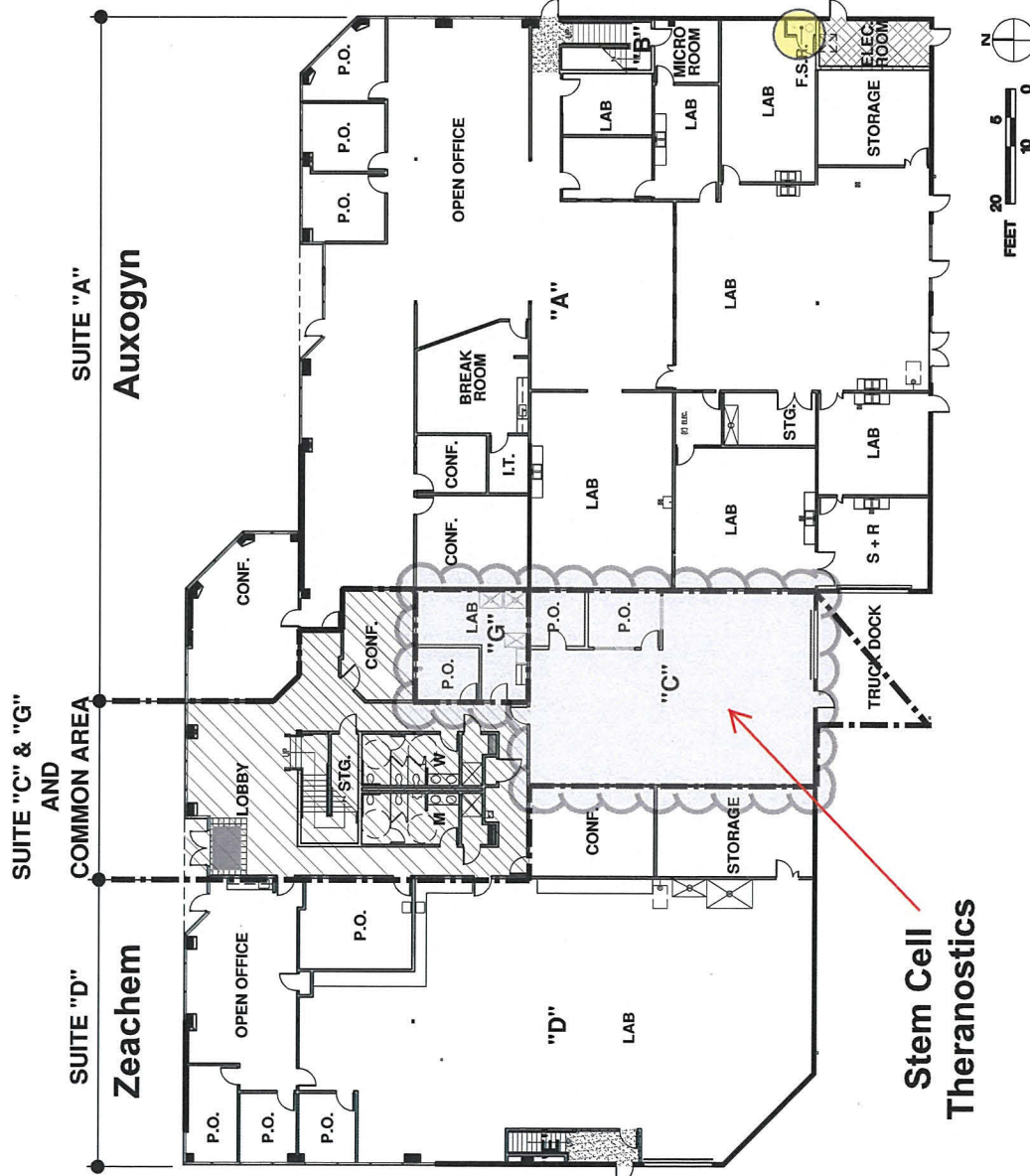
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© 2014
SHEET NO.

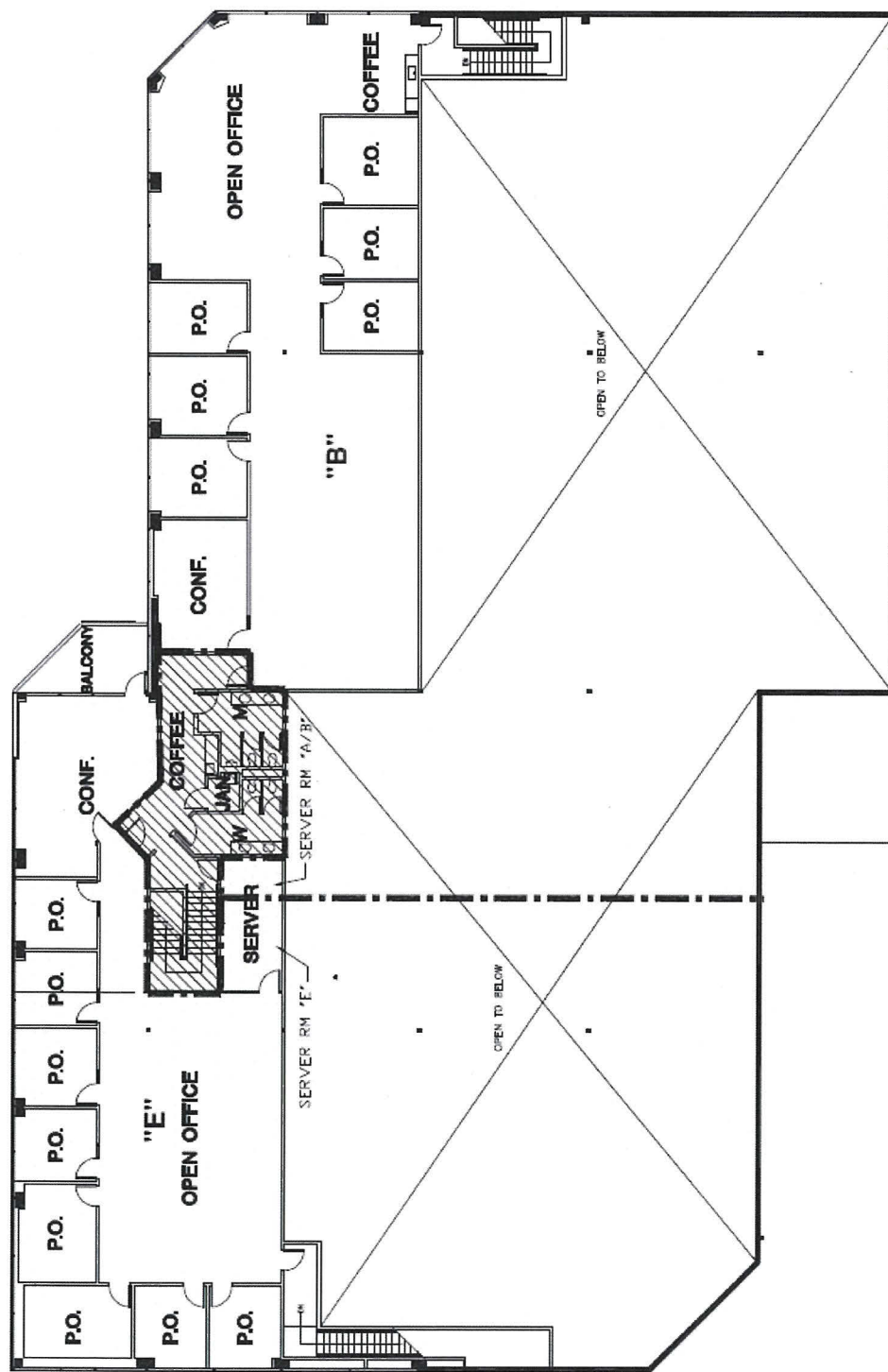
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| | | | |
|---|-------------------------|---|---|
|  MENLO • BUSINESS • PARK | FIRST FLOOR PLAN | | BUILDING 10 1490 O'BRIEN DRIVE, MENLO PARK |
| ELECTRIC RM. 189 S.F. | | DATE: AUGUST 26, 2013 | |
| RENTABLE (DRIP-LINE) SQ. FT. | | | |
| 1ST FLOOR | 22,464 S.F. | | |
| 2ND FLOOR | 8,159 S.F. | | |
| TOTAL | | 30,623 S.F. | |
|  TARLTON PROPERTIES | | EXCLUSIVE AGENTS TEL. 650 . 330 . 3600 FAX. 650 . 330 . 3636 | |



For Reference Only



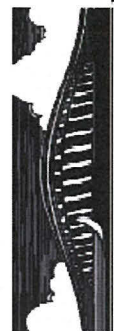
EXCLUSIVE AGENTS

TEL. 650 . 330 . 3600
FAX. 650 . 330 . 3636

1490 O'Brien Drive, Menlo Park

Second Level Floor Plan

DATE: August 28, 2013



MENLO BUSINESS PARK

BUILDING 10

6/17/14

B5

399 Broadway Street, Redwood City, CA 9406
Tel: (650) 364-6433
Fax: (650) 364-2518
www.dcs-ae.com

TARITON
PROPERTIES
355 Alma Street
Palo Alto, CA 94301

**MENLO BUSINESS
PARK LLC C/O
TARLTON
PROPERTIES, INC.**

SCT

490 O'Brien Drive
Menlo Park, CA 94025

**SITE AND ROOF PLANS,
AREA OF WORK
AND DETAILS**

[illegible]

| | |
|--------------|---------------|
| ISSUED BY: | R. LO |
| REVIEWED BY: | T. FLORES |
| APPROVED BY: | E.M. BICKELER |
| PROJECT NO.: | P2009.027 |

6/10/14

●

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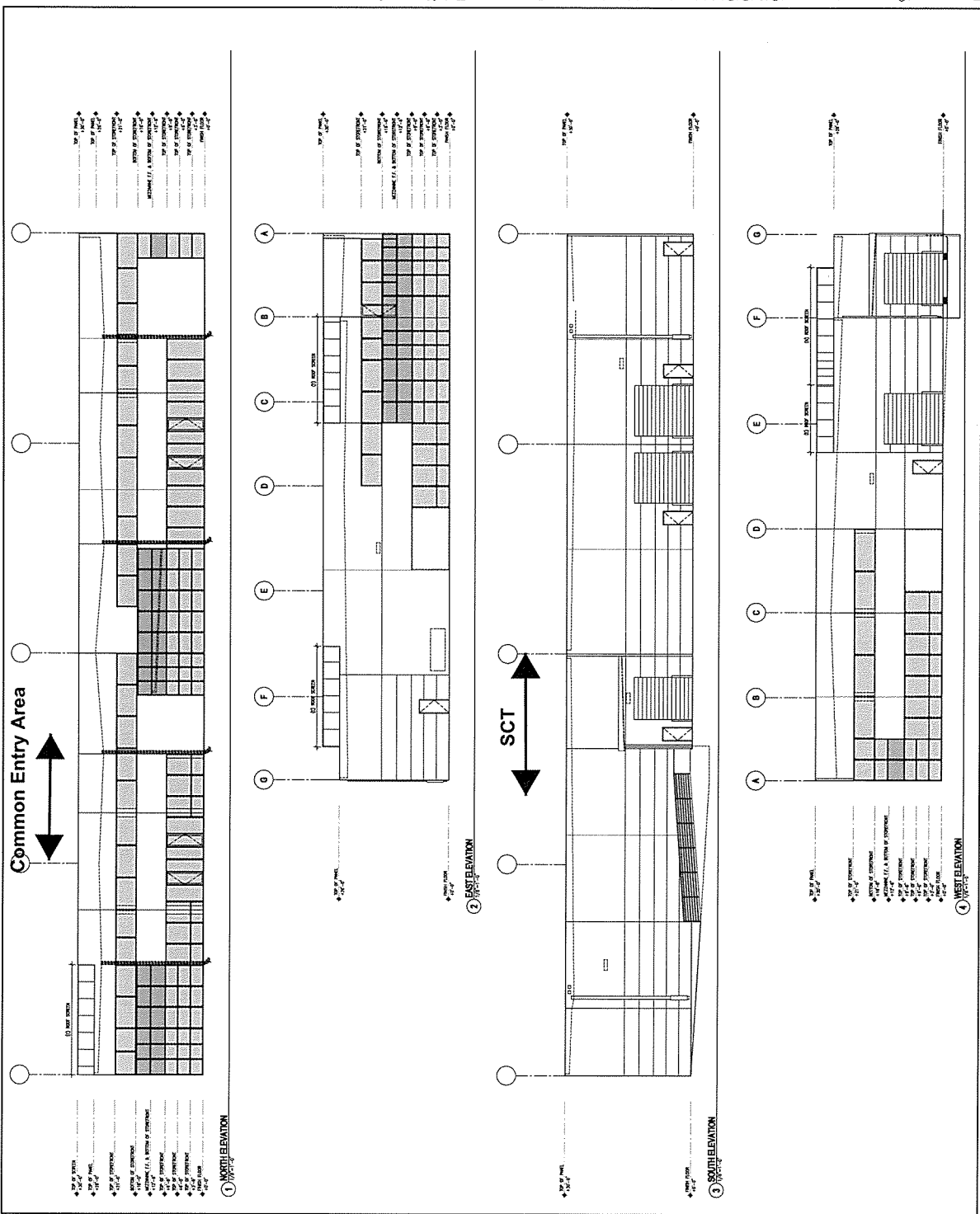
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For
Reference
Only

Approximate SCT area

1 SITE AND ROOF PLANS

B7



Stem Cell Theranostics Inc. Project Description
June 2014

Stem Cell Theranostics, Inc. (SCT) develops and markets cell based assays for drug screening and research applications. Our clients include academic laboratories at university centers and research divisions at biotech and pharmaceutical companies.

The facility at 1490 Obrien Drive will be the company's headquarters and its research and development facility. SCT currently has five employees and expects to grow to as many as 15 employees over the next two years. Except for administrative and business personnel, approximately 8 of these employees will be doing R&D and will work with chemicals in some way.

As part of the R&D efforts, small quantities of some hazardous materials will be used by R&D personnel, in properly equipped chemistry labs, to make a variety of materials useful for the testing and development of the manufacturing equipment. These materials are mostly processed in fume hoods or other appropriately exhausted space. Chemicals such as liquid nitrogen are used to run equipment, and various solvents, including isopropyl alcohol, are used to clean and prepare samples. Container sizes for most hazardous substances are one gallon or less.

Frozen cells grown in our tissue culture facilities will be produced for commercial sale to academic research or pharmaceutical clients on dry ice along with cell culture media.

Neither an air emissions permit nor a wastewater discharge permit is anticipated to be required for the facility.

Chemicals will be delivered by common carrier. Delivery frequency will vary with the pace of research, but is not expected to exceed bi-weekly. Hazardous waste is removed from site by SCT personnel, using the San Mateo County Very Small Quantity Generator Program. If waste quantities increase, a licensed hauler may be engaged.

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JUN 26 2014

CITY OF MENLO PARK
BUILDING

cl

**UNIFIED PROGRAM CONSOLIDATED FORM
FACILITY INFORMATION
BUSINESS ACTIVITIES**

Page 1 of

I. FACILITY IDENTIFICATION

| | | | | | | | | | | | | | | | |
|--|---|---|---|---|---|---|---|---|---|--|--|-------------------|--------------------------------------|---|----------------|
| FACILITY ID # (Agency Use Only) | F | A | 0 | 0 | 5 | 5 | 7 | 4 | 9 | | | | | ¹ EPA ID # (Hazardous Waste Only) TBD | ² |
| BUSINESS NAME (Same as Facility Name of DBA-Doing Business As) STEM CELL THERANOSTICS INC | | | | | | | | | | | | | | | ³ |
| BUSINESS SITE ADDRESS 1490 OBRIEN DR STE G | | | | | | | | | | | | | | | ¹⁰³ |
| BUSINESS SITE CITY MENLO PARK | | | | | | | | | | | | ¹⁰⁴ CA | ¹⁰⁵ ZIP CODE 94025 | | |

II. ACTIVITIES DECLARATION

**NOTE: If you check YES to any part of this list,
please submit the Business Owner/Operator Identification page.**

| Does your facility... | If Yes, please complete these pages of the UPCF.... | |
|---|---|---|
| A. HAZARDOUS MATERIALS Have on site (for any purpose) at any one time, hazardous materials at or above 55 gallons for liquids, 500 pounds for solids, or 200 cubic feet for compressed gases (include liquids in ASTs and USTs); or the applicable Federal threshold quantity for an extremely hazardous substance specified in 40 CFR Part 355, Appendix A or B; or handle radiological materials in quantities for which an emergency plan is required pursuant to 10 CFR Parts 30, 40 or 70? | <input checked="" type="checkbox"/> YES | HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION |
| B. REGULATED SUBSTANCES Have Regulated Substances stored onsite in quantities greater than the threshold quantities established by the California Accidental Release prevention Program (CalARP)? | <input type="checkbox"/> YES | Coordinate with your local agency responsible for CalARP. |
| C. UNDERGROUND STORAGE TANKS (USTs) Own or operate underground storage tanks? | <input type="checkbox"/> YES | UST FACILITY (Formerly SWRCB Form A) UST TANK (one page per tank) (Formerly Form B) |
| D. ABOVE GROUND PETROLEUM STORAGE Own or operate ASTs above these thresholds: Store greater than 1,320 gallons of petroleum products (new or used) in aboveground tanks or containers. | <input type="checkbox"/> YES | You may need to submit an ABOVEGROUND PETROLEUM STORAGE TANK FACILITY STATEMENT. Click for details |
| E. HAZARDOUS WASTE Generate hazardous waste? Recycle more than 100 kg/month of excluded or exempted recyclable materials (per HSC 25143.2)? Treat hazardous waste on-site? Treatment subject to financial assurance requirements (for Permit by Rule and Conditional Authorization)? Consolidate hazardous waste generated at a remote site? Need to report the closure/removal of a tank that was classified as hazardous waste and cleaned on-site? Generate in any single calendar month 1,000 kilograms (kg) (2,200 pounds) or more of federal RCRA hazardous waste, or generate in any single calendar month, or accumulate at any time, 1 kg (2.2 pounds) of RCRA acute hazardous waste; or generate or accumulate at any time more than 100 kg (220 pounds) of spill cleanup materials contaminated with RCRA acute hazardous waste. Household Hazardous Waste (HHW) Collection site? | <input checked="" type="checkbox"/> YES <input type="checkbox"/> YES <input type="checkbox"/> YES <input type="checkbox"/> YES <input type="checkbox"/> YES <input type="checkbox"/> YES <input type="checkbox"/> YES <input type="checkbox"/> YES <input type="checkbox"/> YES | EPA ID NUMBER – provide at the top of this page RECYCLABLE MATERIALS REPORT (one per recycler) ON-SITE HAZARDOUS WASTE TREATMENT – FACILITY ON-SITE HAZARDOUS WASTE TREATMENT – UNIT (one page per unit) CERTIFICATION OF FINANCIAL ASSURANCE REMOTE WASTE / CONSOLIDATION SITE ANNUAL NOTIFICATION HAZARDOUS WASTE TANK CLOSURE CERTIFICATION Obtain federal EPA ID Number, file Biennial Report (EPA Form 8700-13A/B), and satisfy requirements for RCRA Large Quantity Generator. See CUPA for required forms. |

F. LOCAL REQUIREMENTS

(You may also be required to provide additional information by your CUPA or local agency.)

15



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CITY OF MENLO PARK
BUILDING

UNIFIED PROGRAM CONSOLIDATED FORM

FACILITY INFORMATION

BUSINESS OWNER/OPERATOR IDENTIFICATION

Page ___ of ___

I. IDENTIFICATION

| | | | | | | |
|--|------------------|---|----------------|-----|-------------------------|---------------|
| FACILITY ID# | FA0055749 | 1 | BEGINNING DATE | 100 | ENDING DATE | 101 |
| BUSINESS NAME (Same as FACILITY NAME or DBA - Doing Business As) | | | 3 | | BUSINESS PHONE | |
| STEM CELL THERANOSTICS INC | | | | | 6505088018 | |
| BUSINESS SITE ADDRESS | | | 103 | | BUSINESS FAX | |
| 1490 OBRIEN DR STE G | | | | | | |
| BUSINESS SITE CITY | | | 104 | | CA | ZIP CODE |
| MENLO PARK | | | | | | 94025 |
| DUN & BRADSTREET | | | 106 | | PRIMARY SIC | 107 |
| | | | | | | 541711 |
| BUSINESS MAILING ADDRESS | | | | | | |
| 1490 OBRIEN DR STE G | | | | | | |
| BUSINESS MAILING CITY | | | 108b | | STATE | 108c |
| MENLO PARK | | | | | CA | 94025 |
| BUSINESS OPERATOR NAME | | | 109 | | BUSINESS OPERATOR PHONE | |
| Stem Cell Theranostics | | | | | 6506003250 | |

II. BUSINESS OWNER

| | | | |
|-----------------------------------|-----|-------------------|--------------|
| OWNER NAME | 111 | OWNER PHONE | 112 |
| STEM CELL THERANOSTICS INC | | 6507147060 | |
| OWNER MAILING ADDRESS | | | |
| 4151 1490 OBrien Drive | | | |
| OWNER MAILING CITY | 114 | STATE | 115 |
| Menlo Park | | CA | 94025 |
| | | ZIP CODE | 116 |

III. ENVIRONMENTAL CONTACT

| | | | |
|--------------------------------|-----|------------------------------------|--------------|
| CONTACT NAME | 117 | CONTACT PHONE | 118 |
| Veronica Sanchez | | 6506003250 | |
| CONTACT MAILING ADDRESS | 119 | CONTACT EMAIL | 119a |
| 1490 OBrien Drive, St G | | veronica@sctheranostics.com | |
| CONTACT MAILING CITY | 120 | STATE | 121 |
| Menlo Park | | CA | 94025 |
| | | ZIP CODE | 122 |

-PRIMARY-


IV. EMERGENCY CONTACTS

-SECONDARY-

| | | | |
|----------------------------|-----|---------------------------------|-----|
| NAME | 123 | NAME | 128 |
| Veronica Sanchez | | Andrew Lee | |
| TITLE | 124 | TITLE | 129 |
| Director of R&D | | Chief Scientific Officer | |
| BUSINESS PHONE | 125 | BUSINESS PHONE | 130 |
| 6506003250 | | 6506003230 | |
| 24-HOUR PHONE | 126 | 24-HOUR PHONE | 131 |
| 6506468663 | | 2129205501 | |
| CELL / PAGER # | 127 | CELL / PAGER # | 132 |
| | | | |
| EMAIL | | EMAIL | |
| | | | |

ADDITIONAL LOCALLY COLLECTED INFORMATION:

Certification: Based on my inquiry of those individuals responsible for obtaining the information, I certify under penalty of law that I have personally examined and am familiar with the information submitted and believe the information is true, accurate, and complete.

| | | | | |
|---|------|---------------------------------|---------------------------|-----|
| SIGNATURE OF OWNER/OPERATOR OR DESIGNATED REPRESENTATIVE | DATE | 134 | NAME OF DOCUMENT PREPARER | 135 |
|  | | | Ellen L Ackerman | |
| NAME OF SIGNER (print) | 136 | TITLE OF SIGNER | 137 | |
| Andrew Lee | | Chief Scientific Officer | | |



CALIFORNIA ENVIRONMENTAL REPORTING SYSTEM (CERS)
CONSOLIDATED EMERGENCY RESPONSE / CONTINGENCY PLAN
Prior to completing this Plan, please refer to the INSTRUCTIONS FOR COMPLETING A CONSOLIDATED CONTINGENCY PLAN

A. FACILITY IDENTIFICATION AND OPERATIONS OVERVIEW

| | | |
|--|--|--|
| FACILITY ID # FA0055749 | 1. CERS ID A1. | DATE OF PLAN PREPARATION/REVISION A2. 06/24/2014 |
| BUSINESS NAME (Same as Facility Name or DBA - Doing Business As) STEM CELL THERANOSTICS INC | | |
| BUSINESS SITE ADDRESS 1490 OBRIEN DR STE G | | |
| BUSINESS SITE CITY MENLO PARK | 104. CA | ZIP CODE 105. 94025 |
| TYPE OF BUSINESS (e.g., Painting Contractor) A3. Biotech R&D | INCIDENTAL OPERATIONS (e.g., Fleet Maintenance) A4. | |
| THIS PLAN COVERS CHEMICAL SPILLS, FIRES, AND EARTHQUAKES INVOLVING: (Check all that apply) A5. <input checked="" type="checkbox"/> 1. HAZARDOUS MATERIALS; <input checked="" type="checkbox"/> 2. HAZARDOUS WASTES | | |

B. INTERNAL RESPONSE

| | |
|---|-----|
| INTERNAL FACILITY EMERGENCY RESPONSE WILL OCCUR VIA: (Check all that apply) <input checked="" type="checkbox"/> 1. CALLING PUBLIC EMERGENCY RESPONDERS (i.e., 9-1-1) <input checked="" type="checkbox"/> 2. CALLING HAZARDOUS WASTE CONTRACTOR <input type="checkbox"/> 3. ACTIVATING IN-HOUSE EMERGENCY RESPONSE TEAM | B1. |
|---|-----|

C. EMERGENCY COMMUNICATIONS, PHONE NUMBERS AND NOTIFICATIONS

Whenever there is an imminent or actual emergency situation such as an explosion, fire, or release, the Emergency Coordinator (or his/her designee when the Emergency Coordinator is on call) shall:

1. Activate internal facility alarms or communications systems, where applicable, to notify all facility personnel.
2. Notify appropriate local authorities (i.e., call 9-1-1).
3. Notify the California Emergency Management Agency at (800) 852-7550.

Before facility operations are resumed in areas of the facility affected by the incident, the emergency coordinator shall notify the California Department of Toxic Substances Control (DTSC), the local Unified Program Agency (UPA), and the local fire department's hazardous materials program that the facility is in compliance with requirements to:

1. Provide for proper storage and disposal of recovered waste, contaminated soil or surface water, or any other material that results from an explosion, fire, or release at the facility; and
2. Ensure that no material that is incompatible with the released material is transferred, stored, or disposed of in areas of the facility affected by the incident until cleanup procedures are completed.

| | | |
|---|--|--|
| INTERNAL FACILITY EMERGENCY COMMUNICATIONS OR ALARM NOTIFICATION WILL OCCUR VIA: (Check all that apply) | | C1. |
| <input checked="" type="checkbox"/> 1. VERBAL WARNINGS; <input type="checkbox"/> 4. PAGERS; | <input type="checkbox"/> 2. PUBLIC ADDRESS OR INTERCOM SYSTEM; <input checked="" type="checkbox"/> 5. ALARM SYSTEM; | <input type="checkbox"/> 3. TELEPHONE; <input type="checkbox"/> 6. PORTABLE RADIO |
| NOTIFICATIONS TO NEIGHBORING FACILITIES THAT MAY BE AFFECTED BY AN OFF-SITE RELEASE WILL OCCUR BY: (Check all that apply) | | |
| <input checked="" type="checkbox"/> 1. VERBAL WARNINGS; <input type="checkbox"/> 4. PAGERS; | <input type="checkbox"/> 2. PUBLIC ADDRESS OR INTERCOM SYSTEM; <input checked="" type="checkbox"/> 5. ALARM SYSTEM; | <input type="checkbox"/> 3. TELEPHONE; <input type="checkbox"/> 6. PORTABLE RADIO |
| EMERGENCY RESPONSE PHONE NUMBERS: | | |
| AMBULANCE, FIRE, POLICE AND CHP | | 9-1-1 |
| CALIFORNIA EMERGENCY MANAGEMENT AGENCY (CAL/EMA) | | (800) 852-7550 |
| NATIONAL RESPONSE CENTER (NRC) | | (800) 424-8802 |
| POISON CONTROL CENTER | | (800) 222-1222 |
| LOCAL UNIFIED PROGRAM AGENCY (UPA/CUPA) | | C3. (650) 372-6200 |
| OTHER (Specify): | SFPUC Millbrae Dispatch | C4. 650 872-5900 |
| NEAREST MEDICAL FACILITY / HOSPITAL NAME: Stanford | | C6. 6507234000 |
| AGENCY NOTIFICATION PHONE NUMBERS: | | |
| CALIFORNIA DEPT. OF TOXIC SUBSTANCES CONTROL (DTSC) ... | | (916) 255-3545 |
| REGIONAL WATER QUALITY CONTROL BOARD | | 5106222300 |
| U.S. ENVIRONMENTAL PROTECTION AGENCY (US EPA) | | (800) 300-2193 |
| CALIFORNIA DEPT OF FISH AND WILDLIFE (CDFW) | | (916) 358-2900 |
| U.S. COAST GUARD | | (202) 267-2180 |
| CAL/OSHA | | (916) 263-2800 |
| STATE FIRE MARSHAL | | (916) 445-8200 |
| OTHER (Specify): | CalOSHA Foster City | C9. 6505733812 |
| OTHER (Specify): | | C11. C12. |

D4

D. EMERGENCY CONTAINMENT AND CLEANUP PROCEDURES

SPILL PREVENTION, CONTAINMENT, AND CLEANUP PROCEDURES: (Check all boxes that apply to indicate your procedures for containing spills, releases, fires or explosions; and, preventing and mitigating associated harm to persons, property, and the environment.)

- D1.
- ☒ 1. MONITOR FOR LEAKS, RUPTURES, PRESSURE BUILD-UP, ETC.;
 - ☐ 2. PROVIDE STRUCTURAL PHYSICAL BARRIERS (e.g., Portable spill containment walls);
 - ☐ 3. PROVIDE ABSORBENT PHYSICAL BARRIERS (e.g., Pads, pigs, pillows);
 - ☒ 4. COVER OR BLOCK FLOOR AND/ OR STORM DRAINS;
 - ☐ 5. BUILT-IN BERM IN WORK / STORAGE AREA;
 - ☒ 6. AUTOMATIC FIRE SUPPRESSION SYSTEM;
 - ☒ 7. ELIMINATE SOURCES OF IGNITION FOR FLAMMABLE HAZARDS (e.g. Flammable liquids, Propane);
 - ☒ 8. STOP PROCESSES AND/OR OPERATIONS;
 - ☐ 9. AUTOMATIC / ELECTRONIC EQUIPMENT SHUT-OFF SYSTEM;
 - ☐ 10. SHUT-OFF WATER, GAS, ELECTRICAL UTILITIES AS APPROPRIATE;
 - ☒ 11. CALL 9-1-1 FOR PUBLIC EMERGENCY RESPONDER ASSISTANCE / MEDICAL AID;
 - ☒ 12. NOTIFY AND EVACUATE PERSONS IN ALL THREATENED AREAS;
 - ☒ 13. ACCOUNT FOR EVACUATED PERSONS IMMEDIATELY AFTER EVACUATION CALL;
 - ☐ 14. PROVIDE PROTECTIVE EQUIPMENT FOR ON-SITE RESPONSE TEAM;
 - ☐ 15. REMOVE OR ISOLATE CONTAINERS / AREA AS APPROPRIATE;
 - ☒ 16. HIRE LICENSED HAZARDOUS WASTE CONTRACTOR;
 - ☒ 17. USE ABSORBENT MATERIAL FOR SPILLS WITH SUBSEQUENT PROPER LABELING, STORAGE, AND HAZARDOUS WASTE DISPOSAL AS APPROPRIATE;
 - ☐ 18. SUCTION USING SHOP VACUUM WITH SUBSEQUENT PROPER LABELING, STORAGE, AND HAZARDOUS WASTE DISPOSAL AS APPROPRIATE;
 - ☐ 19. WASH / DECONTAMINATE EQUIPMENT W/ CONTAINMENT and DISPOSAL OF EFFLUENT / RINSATE AS HAZARDOUS WASTE;
 - ☐ 20. PROVIDE SAFE TEMPORARY STORAGE OF EMERGENCY-GENERATED WASTES;
 - ☐ 21. OTHER (Specify):
- D2.

E. FACILITY EVACUATION

THE FOLLOWING ALARM SIGNAL(S) WILL BE USED TO BEGIN EVACUATION OF THE FACILITY (CHECK ALL THAT APPLY):

- E1.
- ☐ 1. BELLS;
 - ☒ 2. HORNS/SIRENS;
 - ☒ 3. VERBAL (i.e., SHOUTING);
 - ☐ 4. OTHER (Specify):
- E2.

THE FOLLOWING LOCATION(S) IS/ARE EVACUEE EMERGENCY ASSEMBLY AREA(S) (i.e., Front parking lot, specific street corner, etc.)

rear parking lot

Note: The Emergency Coordinator must account for all on site employees and/or site visitors after evacuation.

☒ EVACUATION ROUTE MAP(S) POSTED AS REQUIRED

Note: The map(s) must show primary and alternate evacuation routes, emergency exits, and primary and alternate staging areas, and must be prominently posted throughout the facility in locations where it will be visible to employees and visitors.

F. ARRANGEMENTS FOR EMERGENCY SERVICES

Explanation of Requirement: Advance arrangements with local fire and police departments, hospitals, and/or emergency services contractors should be made as appropriate for your facility. You may determine that such arrangements are not necessary.

ADVANCE ARRANGEMENTS FOR LOCAL EMERGENCY SERVICES (Check one of the following)

- F1.
- ☒ 1. HAVE BEEN DETERMINED NOT NECESSARY; *or*
 - ☐ 2. THE FOLLOWING ARRANGEMENTS HAVE BEEN MADE (Specify):
- F2.

G. EMERGENCY EQUIPMENT

Check all boxes that apply to list emergency response equipment available at the facility and identify the location(s) where the equipment is kept and the equipment's capability, if applicable. [e.g., ☒ CHEMICAL PROTECTIVE GLOVES | Spill response kit | One time use, Oil & solvent resistant only.]

| TYPE | EQUIPMENT AVAILABLE ^{G1.} | LOCATION | CAPABILITY (If applicable) |
|---|--|------------|----------------------------|
| Safety and First Aid | 1. <input type="checkbox"/> CHEMICAL PROTECTIVE SUITS, APRONS, OR VESTS | | G3. |
| | 2. <input checked="" type="checkbox"/> CHEMICAL PROTECTIVE GLOVES | Lab | G5. |
| | 3. <input type="checkbox"/> CHEMICAL PROTECTIVE BOOTS | | G7. |
| | 4. <input checked="" type="checkbox"/> SAFETY GLASSES / GOGGLES / SHIELDS | Lab | G9. |
| | 5. <input type="checkbox"/> HARD HATS | | G11. |
| | 6. <input type="checkbox"/> CARTRIDGE RESPIRATORS | | G13. |
| | 7. <input type="checkbox"/> SELF-CONTAINED BREATHING APPARATUS (SCBA) | | G15. |
| | 8. <input checked="" type="checkbox"/> FIRST AID KITS / STATIONS | Break area | G17. |
| | 9. <input type="checkbox"/> PLUMBED EYEWASH FOUNTAIN / SHOWER | | G19. |
| | 10. <input type="checkbox"/> PORTABLE EYEWASH KITS | | G21. |
| | 11. <input type="checkbox"/> OTHER | | G23. |
| | 12. <input type="checkbox"/> OTHER | | G25. |
| Fire Fighting | 13. <input checked="" type="checkbox"/> PORTABLE FIRE EXTINGUISHERS | throughout | G27. |
| | 14. <input checked="" type="checkbox"/> FIXED FIRE SYSTEMS / SPRINKLERS / FIRE HOSES | throughout | G29. |
| | 15. <input type="checkbox"/> FIRE ALARM BOXES OR STATIONS | | G31. |
| | 16. <input type="checkbox"/> OTHER | | G33. |
| Spill Control and Clean-Up | 17. <input checked="" type="checkbox"/> ALL-IN-ONE SPILL KIT | Lab | 20-gal capacity G35. |
| | 18. <input type="checkbox"/> ABSORBENT MATERIAL | | G37. |
| | 19. <input type="checkbox"/> CONTAINER FOR USED ABSORBENT | | G39. |
| | 20. <input type="checkbox"/> BERMING / DIKING EQUIPMENT | | G41. |
| | 21. <input type="checkbox"/> BROOM | | G43. |
| | 22. <input type="checkbox"/> SHOVEL | | G45. |
| | 23. <input type="checkbox"/> SHOP VAC | | G47. |
| | 24. <input type="checkbox"/> EXHAUST HOOD | | G49. |
| | 25. <input type="checkbox"/> EMERGENCY SUMP / HOLDING TANK | | G51. |
| | 26. <input type="checkbox"/> CHEMICAL NEUTRALIZERS | | G53. |
| | 27. <input type="checkbox"/> GAS CYLINDER LEAK REPAIR KIT | | G55. |
| | 28. <input type="checkbox"/> SPILL OVERPACK DRUMS | | G57. |
| | 29. <input type="checkbox"/> OTHER | | G59. |
| Communications and Alarm Systems | 30. <input checked="" type="checkbox"/> TELEPHONES (Includes cellular) | throughout | G61. |
| | 31. <input type="checkbox"/> INTERCOM / PA SYSTEM | | G63. |
| | 32. <input type="checkbox"/> PORTABLE RADIOS | | G65. |
| | 33. <input type="checkbox"/> AUTOMATIC ALARM CHEMICAL MONITORING EQUIPMENT | | G67. |
| Other | 34. <input type="checkbox"/> OTHER | | G69. |
| | 35. <input type="checkbox"/> OTHER | | G71. |

76

H. EARTHQUAKE VULNERABILITY

Identify areas of the facility that are vulnerable to hazardous materials releases / spills due to earthquake-related motion. These areas require immediate isolation and inspection.

| | | |
|---|-----|--|
| VULNERABLE AREAS: (Check all that apply) | H1. | LOCATIONS (e.g., shop, outdoor shed, forensic lab) |
| <input checked="" type="checkbox"/> 1. HAZARDOUS MATERIALS / WASTE STORAGE AREA | | Lab H2. |
| <input type="checkbox"/> 2. PROCESS LINES / PIPING | | H3. |
| <input checked="" type="checkbox"/> 3. LABORATORY | | H4. |
| <input type="checkbox"/> 4. WASTE TREATMENT AREA | | H5. |

Identify mechanical systems vulnerable to releases / spills due to earthquake-related motion. These systems require immediate isolation and inspection.

| | | |
|---|-----|-------------------------------|
| VULNERABLE SYSTEMS: (Check all that apply) | H6. | LOCATIONS |
| <input checked="" type="checkbox"/> 1. SHELVES, CABINETS AND RACKS | | Lab H7. |
| <input type="checkbox"/> 2. TANKS (EMERGENCY SHUTOFF) | | H8. |
| <input checked="" type="checkbox"/> 3. PORTABLE GAS CYLINDERS | | Lab H9. |
| <input type="checkbox"/> 4. EMERGENCY SHUTOFF AND/OR UTILITY VALVES | | not accessible to tenant H10. |
| <input checked="" type="checkbox"/> 5. SPRINKLER SYSTEMS | | throughout H11. |
| <input type="checkbox"/> 6. STATIONARY PRESSURIZED CONTAINERS (e.g., Propane dispensing tank) | | H12. |

I. EMPLOYEE TRAINING

Explanation of Requirement: Employee training is required for all employees handling hazardous materials and hazardous wastes in day-to-day or clean-up operations including volunteers and/or contractors. Training must be:

- Provided within 6 months for new hires;
- Amended as necessary prior to change in process or work assignment;
- Given upon modification to the Emergency Response / Contingency Plan, and updated/refreshed annually for all employees.

Required content includes all of the following:

- Material Safety Data Sheets;
- Hazard communication related to health and safety;
- Methods for safe handling of hazardous substances;
- Fire hazards of materials / processes;
- Conditions likely to worsen emergencies;
- Coordination of emergency response;
- Notification procedures;
- Applicable laws and regulations;
- Communication and alarm systems;
- Personal protective equipment;
- Use of emergency response equipment (e.g. Fire extinguishers, respirators, etc.);
- Decontamination procedures;
- Evacuation procedures;
- Control and containment procedures;
- UST monitoring system equipment and procedures (if applicable).

INDICATE HOW EMPLOYEE TRAINING PROGRAM IS ADMINISTERED (Check all that apply)

| | | | |
|--|-------------------------------------|--|-----|
| <input checked="" type="checkbox"/> 1. FORMAL CLASSROOM; | <input type="checkbox"/> 2. VIDEOS; | <input checked="" type="checkbox"/> 3. SAFETY / TAILGATE MEETINGS; | 11. |
| <input type="checkbox"/> 4. STUDY GUIDES / MANUALS (Specify): | | | 12. |
| <input checked="" type="checkbox"/> 5. OTHER (Specify): Internal SOPs | | | 13. |
| <input type="checkbox"/> 6. NOT APPLICABLE BECAUSE FACILITY HAS NO EMPLOYEES | | | |

Large Quantity Generator (LQG) Training Records: Large quantity hazardous waste generators (i.e., who generate more than 270 gallons/1,000 kilograms of hazardous waste per month) must retain written documentation of employee hazardous waste management training sessions which includes:


- A written outline/agenda of the type and amount of both introductory and continuing training that will be given to persons filling each job position having responsibility for the management of hazardous waste (e.g., labeling, manifesting, compliance with accumulation time limits, etc.).
- The name, job title, and date of training for each hazardous waste management training session given to an employee filling such a job position; and
- A written job description for each of the above job positions that describes job duties and the skills, education, or other qualifications required of personnel assigned to the position.
- Current employee training records must be retained until closure of the facility.
- Former employee training records must be retained at least three years after termination of employment.

J. LIST OF ATTACHMENTS

| | |
|---|-----|
| (Check one of the following) | J1. |
| <input type="checkbox"/> 1. NO ATTACHMENTS ARE REQUIRED; or | |
| <input type="checkbox"/> 2. THE FOLLOWING DOCUMENTS ARE ATTACHED: | J2. |

K. SIGNATURE / CERTIFICATION

Certification: Based on my inquiry of those individuals responsible for obtaining the information, I certify under penalty of law that I have personally examined and am familiar with the information submitted and believe the information is true, accurate, and complete, and that a copy is available on site.

| | | |
|---|--------------------------|-----|
| SIGNATURE OF OWNER/OPERATOR | DATE SIGNED | K1. |
|  | 06/24/2014 | |
| NAME OF SIGNER (print) | TITLE OF SIGNER | K3. |
| Andrew Lee | Chief Scientific Officer | |

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS
HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(one page per material per building or area)

☐ ADD

☐ DELETE

☐ REVISE

200

Page ___ of ___

I. FACILITY INFORMATION

BUSINESS NAME (Same as FACILITY NAME or DBA – Doing Business As)

3

STEM CELL THERANOSTICS INC

CHEMICAL LOCATION

201

Lab

CHEMICAL LOCATION CONFIDENTIAL EPCRA

202

☐ YES

FACILITY ID #

F A 0 0 5 5 7 4 9

MAP# (optional)

203

GRID# (optional)

204

II. CHEMICAL INFORMATION

CHEMICAL NAME

205

CARBON DIOXIDE

TRADE SECRET

☐ Yes

206

If Subject to EPCRA, refer to instructions

COMMON NAME

207

CO2

EHS*

☐ Yes

208

CAS#

209

124-38-9

*If EHS is "Yes", all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES (Complete if required by CUPA)

210

Compressed Gas (CGas), Toxic (Tox)

HAZARDOUS MATERIAL
TYPE (Check one item only)

☒ a. PURE

☐ b. MIXTURE

☐ c. WASTE

211

RADIOACTIVE ☐ Yes

212

CURIES

213

PHYSICAL STATE
(Check one item only)

☐ a. SOLID

☐ b. LIQUID

☒ c. GAS

214

LARGEST CONTAINER

436.0

215

FED HAZARD CATEGORIES
(Check all that apply)

☐ a. FIRE

☐ b. REACTIVE

☒ c. PRESSURE RELEASE

☒ d. ACUTE HEALTH

☐ e. CHRONIC HEALTH

216

AVERAGE DAILY AMOUNT

217

1308.0

MAXIMUM DAILY AMOUNT

218

1744.0

ANNUAL WASTE AMOUNT

219

STATE WASTE CODE

220

UNITS*
(Check one item only)

☐ a. GALLONS

☒ b. CUBIC FEET

☐ c. POUNDS

☐ d. TONS

* If EHS, amount must be in pounds.

221

DAYS ON SITE:

365.0

222

STORAGE
CONTAINER

☐ a. ABOVE GROUND TANK

☐ e. PLASTIC/NONMETALLIC DRUM

☐ i. FIBER DRUM

☐ m. GLASS BOTTLE

☐ q. RAIL CAR

☐ b. UNDERGROUND TANK

☐ f. CAN

☐ j. BAG

☐ n. PLASTIC BOTTLE

☐ r. OTHER

☐ c. TANK INSIDE BUILDING

☐ g. CARBOY

☐ k. BOX

☐ o. TOTE BIN

☐ d. STEEL DRUM

☐ h. SILO

☒ l. CYLINDER

☐ p. TANK WAGON

223

STORAGE PRESSURE

☐ a. AMBIENT

☒ b. ABOVE AMBIENT

☐ c. BELOW AMBIENT

224

STORAGE TEMPERATURE

☒ a. AMBIENT

☐ b. ABOVE AMBIENT

☐ c. BELOW AMBIENT

☐ d. CRYOGENIC

225

%WT

HAZARDOUS COMPONENT (For mixture or waste only)

EHS

CAS #

1

226

227

☐ Yes

228

229

2

230

231

☐ Yes

232

233

3

234

235

☐ Yes

236

237

4

238

239

☐ Yes

240

241

5

242

243

☐ Yes

244

245

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION

246

If EPCRA, Please Sign Here

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS
HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(one page per material per building or area)

☐ ADD

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☐ REVISE

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STEM CELL THERANOSTICS INC

CHEMICAL LOCATION

201

Lab

CHEMICAL LOCATION CONFIDENTIAL EPCRA

202

☐ YES

FACILITY ID #

F A 0 0 5 5 7 4 9

MAP# (optional)

203

GRID# (optional)

204

II. CHEMICAL INFORMATION

CHEMICAL NAME

205

NITROGEN, LIQUID

TRADE SECRET

☐ Yes

206

If Subject to EPCRA, refer to instructions

COMMON NAME

207

LN2

EHS*

☐ Yes

208

CAS#

209

7727-37-9

*If EHS is "Yes", all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES (Complete if required by CUPA)

210

Cryogenic, Flammable or Oxidizing (1.3)

HAZARDOUS MATERIAL
TYPE (Check one item only)

211

☒ a. PURE ☐ b. MIXTURE ☐ c. WASTE

RADIOACTIVE ☐ Yes

212

CURIES

213

PHYSICAL STATE
(Check one item only)

214

☐ a. SOLID ☒ b. LIQUID ☐ c. GAS

LARGEST CONTAINER 40.0

215

FED HAZARD CATEGORIES
(Check all that apply)

☐ a. FIRE ☐ b. REACTIVE ☒ c. PRESSURE RELEASE ☒ d. ACUTE HEALTH ☐ e. CHRONIC HEALTH

216

AVERAGE DAILY AMOUNT

217

40.0

MAXIMUM DAILY AMOUNT

218

80.0

ANNUAL WASTE AMOUNT

219

STATE WASTE CODE

220

UNITS*

(Check one item only)

☒ a. GALLONS ☐ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS

* If EHS, amount must be in pounds.

221

DAYS ON SITE:

365.0

222

STORAGE
CONTAINER

☐ a. ABOVE GROUND TANK ☐ e. PLASTIC/NONMETALLIC DRUM ☐ i. FIBER DRUM ☐ m. GLASS BOTTLE ☐ q. RAIL CAR
☐ b. UNDERGROUND TANK ☐ f. CAN ☐ j. BAG ☐ n. PLASTIC BOTTLE ☐ r. OTHER
☐ c. TANK INSIDE BUILDING ☐ g. CARBOY ☐ k. BOX ☐ o. TOTE BIN
☐ d. STEEL DRUM ☐ h. SILO ☒ l. CYLINDER ☐ p. TANK WAGON

223

STORAGE PRESSURE

☐ a. AMBIENT ☒ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

224

STORAGE TEMPERATURE

☐ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☒ d. CRYOGENIC

225

%WT

HAZARDOUS COMPONENT (For mixture or waste only)

EHS

CAS #

1 226

227

☐ Yes 228

229

2 230

231

☐ Yes 232

233

3 234

235

☐ Yes 236

237

4 238

239

☐ Yes 240

241

5 242

243

☐ Yes 244

245

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION

246

If EPCRA, Please Sign Here



UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS
HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(one page per material per building or area)

☐ ADD

☐ DELETE

☐ REVISE

200

Page ___ of ___

I. FACILITY INFORMATION

BUSINESS NAME (Same as FACILITY NAME or DBA – Doing Business As)

3

STEM CELL THERANOSTICS INC

CHEMICAL LOCATION

201

Lab

CHEMICAL LOCATION CONFIDENTIAL EPCRA

202

☐ YES

FACILITY ID #

F A 0 0 5 5 7 4 9

MAP# (optional)

203

GRID# (optional)

204

II. CHEMICAL INFORMATION

CHEMICAL NAME

205

Waste corrosive liquids

TRADE SECRET

☐ Yes

206

If Subject to EPCRA, refer to instructions

COMMON NAME

207

Waste corrosive liquids

EHS*

☐ Yes

208

CAS#

209

*If EHS is "Yes", all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES (Complete if required by CUPA)

210

Corrosive (CORR)

HAZARDOUS MATERIAL
TYPE (Check one item only)

☐ a. PURE

☐ b. MIXTURE

☒ c. WASTE

211

RADIOACTIVE ☐ Yes

212

CURIES

213

PHYSICAL STATE
(Check one item only)

☐ a. SOLID

☒ b. LIQUID

☐ c. GAS

214

LARGEST CONTAINER 2.0

215

FED HAZARD CATEGORIES
(Check all that apply)

☐ a. FIRE

☐ b. REACTIVE

☐ c. PRESSURE RELEASE

☒ d. ACUTE HEALTH

☐ e. CHRONIC HEALTH

216

AVERAGE DAILY AMOUNT

217

1.0

MAXIMUM DAILY AMOUNT

218

2.0

ANNUAL WASTE AMOUNT

219

4.0

STATE WASTE CODE

220

135

UNITS*

(Check one item only)

☒ a. GALLONS

☐ b. CUBIC FEET

☐ c. POUNDS

☐ d. TONS

221

DAYS ON SITE:

222

* If EHS, amount must be in pounds.

365.0

STORAGE
CONTAINER

☐ a. ABOVE GROUND TANK

☐ e. PLASTIC/NONMETALLIC DRUM

☐ i. FIBER DRUM

☒ m. GLASS BOTTLE

☐ q. RAIL CAR

☐ b. UNDERGROUND TANK

☐ f. CAN

☐ j. BAG

☒ n. PLASTIC BOTTLE

☐ r. OTHER

☐ c. TANK INSIDE BUILDING

☐ g. CARBOY

☐ k. BOX

☐ o. TOTE BIN

☐ d. STEEL DRUM

☐ h. SILO

☐ l. CYLINDER

☐ p. TANK WAGON

223

STORAGE PRESSURE

☒ a. AMBIENT

☐ b. ABOVE AMBIENT

☐ c. BELOW AMBIENT

224

STORAGE TEMPERATURE

☒ a. AMBIENT

☐ b. ABOVE AMBIENT

☐ c. BELOW AMBIENT

☐ d. CRYOGENIC

225

%WT

HAZARDOUS COMPONENT (For mixture or waste only)

EHS

CAS #

1 100.0

226

Waste corrosive liquids

227

☐ Yes

228

229

2

230

231

☐ Yes

232

233

3

234

235

☐ Yes

236

237

4

238

239

☐ Yes

240

241

5

242

243

☐ Yes

244

245

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION

246

If EPCRA, Please Sign Here

010

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS
HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(one page per material per building or area)

☐ ADD

☐ DELETE

☐ REVISE

200

Page ____ of ____

I. FACILITY INFORMATION

BUSINESS NAME (Same as FACILITY NAME or DBA – Doing Business As)

3

STEM CELL THERANOSTICS INC

CHEMICAL LOCATION

201

Lab

CHEMICAL LOCATION CONFIDENTIAL EPCRA

202

☐ YES

FACILITY ID #

F A 0 0 5 5 7 4 9

MAP# (optional)

203

GRID# (optional)

204

II. CHEMICAL INFORMATION

CHEMICAL NAME

205

Waste flammable liquids

TRADE SECRET

☐ Yes

206

If Subject to EPCRA, refer to instructions

COMMON NAME

207

Waste flammable liquids

EHS*

☐ Yes

208

CAS#

209

*If EHS is "Yes", all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES (Complete if required by CUPA)

210

Flammable Liquid, Class I-B (3.3 I-B)

HAZARDOUS MATERIAL
TYPE (Check one item only)

☐ a. PURE

☐ b. MIXTURE

☒ c. WASTE

211

RADIOACTIVE ☐ Yes

212

CURIES

213

PHYSICAL STATE
(Check one item only)

☐ a. SOLID

☒ b. LIQUID

☐ c. GAS

214

LARGEST CONTAINER 2.0

215

FED HAZARD CATEGORIES
(Check all that apply)

☒ a. FIRE

☐ b. REACTIVE

☐ c. PRESSURE RELEASE

☒ d. ACUTE HEALTH

☐ e. CHRONIC HEALTH

216

AVERAGE DAILY AMOUNT

217

1.0

MAXIMUM DAILY AMOUNT

218

4.0

ANNUAL WASTE AMOUNT

219

10.0

STATE WASTE CODE

220

214

UNITS*

☒ a. GALLONS

☐ b. CUBIC FEET

☐ c. POUNDS

☐ d. TONS

(Check one item only)

* If EHS, amount must be in pounds.

DAYS ON SITE:

221

365.0

STORAGE
CONTAINER

☐ a. ABOVE GROUND TANK

☐ e. PLASTIC/NONMETALLIC DRUM

☐ i. FIBER DRUM

☒ m. GLASS BOTTLE

☐ q. RAIL CAR

☐ b. UNDERGROUND TANK

☐ f. CAN

☐ j. BAG

☒ n. PLASTIC BOTTLE

☐ r. OTHER

☐ c. TANK INSIDE BUILDING

☐ g. CARBOY

☐ k. BOX

☐ o. TOTE BIN

☐ d. STEEL DRUM

☐ h. SILO

☐ l. CYLINDER

☐ p. TANK WAGON

223

STORAGE PRESSURE

☒ a. AMBIENT

☐ b. ABOVE AMBIENT

☐ c. BELOW AMBIENT

224

STORAGE TEMPERATURE

☒ a. AMBIENT

☐ b. ABOVE AMBIENT

☐ c. BELOW AMBIENT

☐ d. CRYOGENIC

225

%WT

HAZARDOUS COMPONENT (For mixture or waste only)

EHS

CAS #

1 100.0

226

waste solvents

227

☐ Yes

228

229

2

230

231

☐ Yes

232

233

3

234

235

☐ Yes

236

237

4

238

239

☐ Yes

240

241

5

242

243

☐ Yes

244

245

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION

246

If EPCRA, Please Sign Here

Supplemental

HAZARDOUS MATERIALS BUSINESS PLAN SPILL PREVENTION, EMERGENCY RESPONSE, TRAINING and CLOSURE PLAN

BUSINESS NAME: Stem Cell Theranostics

BUSINESS ADDRESS: 1490 O'Brien Drive, Ste G, Menlo Park, CA 94025

In addition to the general business, chemical inventory and site map information, the San Mateo County Environmental Health Division (Division) requires completion of the following sections pertaining to spill prevention, emergency response, employee training and site closure. These sections contain specific elements pertaining to the Hazardous Materials Business Plan, the hazardous waste contingency plan, stormwater pollution prevention and underground storage tank (UST) monitoring.

I. SPILL PREVENTION PLAN

1. Describe how hazardous materials are handled, stored and monitored to prevent or minimize a spill or release from occurring (e.g., secondary containment, segregation of incompatibles, daily visual monitoring).
All flammable liquids are stored in an approved flammables cabinet, except for small amounts in daily use. All caustics and corrosives are stored so incompatibles are not adjacent. All aqueous waste is stored in glass bottles (or compatible containers) with secondary containment. All contents are labeled. Wastes are stored in segregated areas away from general traffic and labeled appropriately.
2. Describe operations, activities and/or storage locations where a release is most likely to occur.
A release is most likely during active chemical use in the laboratories.
3. Describe the Best Management Practices (BMPs) you use to reduce or eliminate illicit discharges to the storm sewer system.
All wastes are stored in appropriate waste containers and removed from facility for off-site disposal by licensed waste handlers. No wastes or raw materials are stored outside.
4. Describe underground storage tank and/or aboveground storage tank monitoring procedures used to prevent an unauthorized release from occurring.
No USTs are located at the facility.

II. EMERGENCY RESPONSE PLAN

1. Provide a list of emergency response equipment designated for a hazardous materials emergency (e.g., fire extinguishers, fire suppression systems, spill control equipment, shut-off switches, personal protective equipment, decontamination equipment, and communication and alarm systems).

| <u>EQUIPMENT TYPE</u> | <u>LOCATION</u> | <u>CAPABILITY</u> |
|--------------------------|---------------------|-------------------|
| Fire extinguishers | throughout facility | A,B,C type |
| Spill kit | waste storage area | Up to 20 gallons |
| Emergency eyewash/shower | Mfg | |
| Sprinkler system | throughout facility | |

2. Describe Pre-emergency arrangements with the local fire departments, police departments, hospitals, contractors, and other state and local emergency response agencies.
Due to the moderate quantities of hazardous materials used at the facility, prior arrangements are not necessary.
3. The definition of a release or threatened release of a hazardous material includes incidents that pose an actual or potential hazard to human health and safety, property or the environment. In the event of a hazardous materials release or threatened release, state law requires immediate verbal notification to the agencies listed below.
 - a. Local Fire Department
 - b. County Environmental Health
 - c. State Office of Emergency Services

Phone numbers other than 9-1-1 for the following:

| | |
|--|----------------------------------|
| Menlo Park Fire Protection District | 650-688-8400 |
| Menlo Park Police Department | 650-330-6300 |
| Stanford University Medical Center (300 Pasteur Drive, Palo Alto) | 650-723-5111 |
| County Environmental Health | (650) 363-4305 |
| State Office of Emergency Services | (800) 852-7550 or (916) 845-8911 |
| SFPUC Millbrae Dispatch | (650) 872-5900 |

4. Describe procedures for notifying onsite emergency response personnel and outside agencies (e.g., Fire, Health, Police, State OES) needed during hazardous materials emergencies.
Employee who discovers or witnesses emergency incident immediately notifies Safety Team Member. Safety Team Member contacts 911. Emergency contact list (above) is posted in common areas so that any personnel may contact outside agencies for help in event a Safety Team Member is not on site.

-
5. Describe any security system or equipment that could impede site access by emergency responders.
Exterior doors are normally locked. In event of an emergency personnel will unlock door for emergency responder access.
6. Describe procedures for notification and evacuation of visitors and employees during hazardous material emergencies. Primary and alternate evacuation routes and assembly areas must clearly be identified on the site map.
Building evacuation routes, assembly area and emergency equipment location are indicated on maps posted throughout the facility. All exits and exit routes are clearly identified by signage.
7. Describe mitigation or clean-up procedures to be implemented by onsite personnel in the event of a release, threatened release, fire or explosion involving hazardous materials. Indicate if the business has an on-site emergency response team (ERT) and if so, describe how the ERT will interact with outside emergency response agencies if additional assistance is required.
Compromised areas are quarantined by Safety Team Member. On-site personnel will attempt to mitigate only small hazardous material and/or waste releases. Mitigation procedures will include shutting ignition sources within 50 feet of the affected area, donning proper personal protection, placing absorbent or neutralizing material on and around a liquid spill to minimize lateral migration of the spill, correcting the source of the release (e.g., upright a container, shut off a valve, etc.), sweeping and/or shoveling (spark-proof shovel) into a spill drum or container, labeling the drum or container, moving the drum or container to the Hazardous Waste Storage Area, and decontaminating spill response equipment used. The Safety Team Member will contact an external chemical spill response contractor if the release is beyond internal response capabilities. In this situation, employees and visitors will be evacuated if the Safety Team Member deems it necessary. SCT does not have an ERT. The Safety Team Member is responsible for contacting the County's ERT if outside assistance is required.
8. Describe procedures for immediate inspection, isolation and shutdown of equipment or other systems that may be involved in a hazardous materials release or threatened release.
Safety Team Member isolates compromised and potentially compromised equipment. Equipment is shut down, electric supply is cut off, and unit quarantined until it can be inspected by qualified and designated personnel.

III. EMPLOYEE TRAINING PLAN

All employees must participate in an on-going training program that addresses proper hazardous materials handling and emergency response procedures. New hires must receive initial training and existing employees must receive annual "refresher" training.

1. Describe employee training as it pertains to the following:
 - a. Safe handling and management of hazardous materials or wastes
 - b. Notification and evacuation of facility personnel and visitors
 - c. Notification of local emergency responders and other agencies
 - d. Use and maintenance of emergency response equipment
 - e. Implementation of emergency response procedures
 - f. UST monitoring and release response procedures

Every employee is required to undergo training in each of the above as it pertains to the employee's job description. Training is in the form of slide presentations or videos. Employees receive notes on all trainings. If necessary, a qualified consultant will be engaged to facilitate training sessions.

2. Describe procedures for documentation and record keeping procedures for training activities. Please note that if you generate hazardous waste at your business, you must also maintain documents onsite that indicate employee names and job titles, job descriptions, and descriptions of the type and amount of initial and refresher training. All employees sign a training attendance log. As appropriate, in-session quizzes will be administered, collected and maintained in the training documentation.

IV. CLOSURE PLAN

Contact San Mateo County Environmental Health prior to closure. Business closure guidelines are available upon request.

1. Describe procedures that will be implemented in the event of a full or partial site closure. Include agency notification, hazardous materials removal, hazardous waste disposal, equipment breakdown and removal, and site decontamination. The County and Menlo Park Fire Protection District (MPFPD) are notified in the event of full or partial closure. A Safety Team Member will coordinate the removal of hazardous materials from the premises by a licensed hazardous waste contractor. The contractor will also be engaged to clean, decontaminate and inspect the premises as necessary. The company will notify the County and MPFPD in the event of a change of ownership.

Stem Cell Theranostics HAZARDOUS MATERIALS INVENTORY

| Chemical | Primary Hazard | Secondary Hazard | S, L or G? | Current Storage Quantity | Projected Storage Quantity | Units | Largest Container Size |
|---|----------------|------------------|------------|--------------------------|----------------------------|--------|------------------------|
| Acetic Acid | Comb II | | L | 0 | 1 | L | |
| Glycerol | Comb IIIB | | L | 0 | 2 | L | |
| Mineral oil | Comb IIIB | | L | 0 | 0.4 | L | |
| Tween 20 | Comb IIIB | | L | 0.1 | 1 | L | |
| Triton X-100 | Comb IIIB | | L | 0.1 | 1 | L | |
| Total Combustible Liquids < 2 gal | | | | | | | |
| Bleach | Corrosive | | L | 1 | 6 | gal | |
| Hydrochloric Acid | Corrosive | | L | 0 | 1 | L | |
| Phenol | Corrosive | toxic | L | 0 | 1 | L | |
| Sodium Hydroxide | Corrosive | toxic, WR1 | L | 0 | 1 | L | |
| Waste corrosive liquids | Corrosive | | L | 0 | 2 | gal | 1 gal |
| Total Corrosive Liquids 9 gal | | | | | | | |
| Acetone | FL IB | Corrosive | L | 0 | 1 | L | |
| Ethanol | FL IB | | L | 4 | 12 | gal | |
| Isopropyl Alcohol | FL IB | | L | 4 | 8 | L | |
| Waste solvents | FL IB | | L | 0 | 2 | gal | 1 gal |
| Total Flammable Liquids 16.5 gal | | | | | | | |
| Carbon Dioxide | NFG | | G | 1308 | 1744 | Cu. Ft | 436 Cu. Ft |
| Nitrogen | NFG | | G | 0 | 872 | Cu. Ft | 436 Cu. Ft |
| Total Non-flammable Gases 2,616 cf | | | | | | | |
| Liquid Nitrogen | cryogen | | G | 160 | 320 | L | 160 L |
| Total Cryogenics 85 gal | | | | | | | |
| Paraformaldehyde 20% | toxic | | L | 0.1 | 0.5 | L | |
| Total Toxics (incl secondary hazards) 5 lb | | | | | | | |
| Chloroform | carcinogen | | L | 0 | 0.5 | L | |
| Calcium Chloride | WR1 | | S | 0 | 2.2 | lb | |
| Irritants and other materials not regulated by Fire Code not shown. | | | | | | | |

RECEIVED

JUN 26 2014

CITY OF MENLO PARK
BUILDING



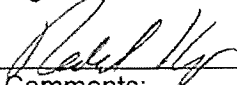


**DEVELOPMENT SERVICES
PLANNING DIVISION**
Contact: Kyle Perata 650-330-6721 or
ktperata@menlopark.org
701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 330-6702
FAX (650) 327-1653

AGENCY REFERRAL FORM
RETURN DUE DATE: Thursday, July 10, 2014

DATE: June 26, 2014

TO: MENLO PARK FIRE PROTECTION DISTRICT
Ron Keefer
170 Middlefield Road
Menlo Park, CA 94025
(650) 323-2407

| | |
|---|--|
| Applicant | Stem Cell Theranostics |
| Applicant's Address | 1490 O'Brien Drive, Suite G, Menlo Park, CA 94025 |
| Telephone/FAX | Tel: 650-508-8018 (Consultant) |
| Contact Person | Ellen Ackerman (EHS Consultant) |
| Business Name | Stem Cell Theranostics |
| Type of Business | Development of cell based assays for drug screening and research applications. |
| Project Address | 1490 O'Brien Drive, Suite G, Menlo Park, CA 94025 |
| FOR OFFICE USE ONLY | |
| <input type="checkbox"/> The hazardous materials listed are not of sufficient quantity to require approval by this agency. | |
| <input checked="" type="checkbox"/> The Fire District has reviewed the applicant's plans and use of listed hazardous materials/chemicals and has found the proposal to be in compliance with all applicable Fire Codes. | |
| <input type="checkbox"/> The Fire District has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures). | |
| The applicant's proposal has been reviewed by the Menlo Park Fire Protection District by: | |
| Signature/Date  6/26/14 | Name/Title (printed) RONALD KEEFER, Assnt FM |
| Comments: | |

61



**DEVELOPMENT SERVICES
PLANNING DIVISION**

**Contact: Kyle Perata 650-330- 6721 or
ktperata@menlopark.org**

**701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 330-6702
FAX (650) 327-1653**

**AGENCY REFERRAL FORM
RETURN DUE DATE: Thursday, July 10, 2014**

DATE: June 26, 2014

TO: SAN MATEO COUNTY ENVIRONMENTAL HEALTH SERVICES DIVISION

Dan Romf, Hazardous Materials Specialist
San Mateo County Environmental Health
2000 Alameda de las Pulgas, Ste 100
San Mateo, CA 94403
(650) 372-6235

| | |
|--|--|
| Applicant | Stem Cell Theranostics |
| Applicant's Address | 1490 O'Brien Drive, Suite G, Menlo Park, CA 94025 |
| Telephone/FAX | Tel: 650-508-8018 (Consultant) |
| Contact Person | Ellen Ackerman (EHS Consultant) |
| Business Name | Stem Cell Theranostics |
| Type of Business | Development of cell based assays for drug screening and research applications. |
| Project Address | 1490 O'Brien Drive, Suite G, Menlo Park, CA 94025 |
| FOR OFFICE USE ONLY | |
| <input type="checkbox"/> The hazardous materials listed are not of sufficient quantity to require approval by this agency. | |
| <input checked="" type="checkbox"/> The Health Department has reviewed the applicant's plans and use of listed hazardous materials/chemicals and has found the proposal to be in compliance with all applicable Codes. | |
| <input type="checkbox"/> The Health Department has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures). The Health Department will inspect the facility once it is in operation to assure compliance with applicable laws and regulations. | |
| The applicant's proposal has been reviewed by the San Mateo County Environmental Health Services Division by: | |
| Signature/Date | Name/Title (printed) |
| Darrell A. Cullen | |
| Comments: | |

Digitally signed by Darrell A. Cullen
DN: cn=Darrell A. Cullen,
o=Environmental Health Services, ou,
email=dacullen@smcgov.org, c=US
Date: 2014.07.07 09:13:36 -07'00'

62



DEVELOPMENT SERVICES PLANNING DIVISION

701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 858-3400
FAX (650) 327-5497

AGENCY REFERRAL FORM

DATE: July 9, 2014

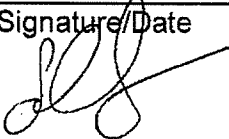
TO: WEST BAY SANITARY DISTRICT
500 Laurel Street
Menlo Park, CA 94025
(650) 321-0384

| | |
|----------------------------|--|
| Applicant | Stem Cell Theranostics |
| Applicant's Address | 1490 O'Brien Drive, Suite G, Menlo Park, CA 94025 |
| Telephone/FAX | Tel: 650-508-8018 (Consultant, see below) |
| Contact Person | Ellen Ackerman of Green Environment (650- 508-8018) |
| Business Name | Stem Cell Theranostics |
| Type of Business | Development of cell based assays for drug screening and research applications. |
| Project Address | 1490 O'Brien Drive, Suite G, Menlo Park, CA 94025 |

FOR OFFICE USE ONLY

- ☐ The hazardous materials listed are not of sufficient quantity to require approval by this agency.
- ☒ The Sanitary District has reviewed the applicant's proposed plans and use of listed hazardous materials/chemicals and has found that the proposal meets all applicable Code requirements.
- ☐ The Sanitary District has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures).

The applicant's proposal has been reviewed by the West Bay Sanitary District by: Jed Beyer
Inspector

| | |
|--|---|
| Signature/Date  | Name/Title (printed) John Simonetti/Regulatory Compliance Coordinator |
| Comments: | |

G3



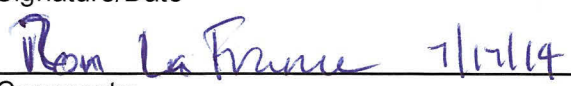
**DEVELOPMENT SERVICES
PLANNING DIVISION**

**Contact: Kyle Perata 650-330- 6721 or
ktperata@menlopark.org**
701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 330-6702
FAX (650) 327-1653

**AGENCY REFERRAL FORM
RETURN DUE DATE: Thursday, July 10, 2014**

DATE: June 26, 2014

TO: CITY OF MENLO PARK BUILDING DIVISION
701 Laurel Street
Menlo Park, CA 94025
(650) 330-6704

| | |
|---|--|
| Applicant | Stem Cell Theranostics |
| Applicant's Address | 1490 O'Brien Drive, Suite G, Menlo Park, CA 94025 |
| Telephone/FAX | Tel: 650-508-8018 (Consultant) |
| Contact Person | Ellen Ackerman (EHS Consultant) |
| Business Name | Stem Cell Theranostics |
| Type of Business | Development of cell based assays for drug screening and research applications. |
| Project Address | 1490 O'Brien Drive, Suite G, Menlo Park, CA 94025 |
| FOR OFFICE USE ONLY | |
| <input type="checkbox"/> The hazardous materials listed are not of sufficient quantity to require approval by this Division. | |
| <input checked="" type="checkbox"/> The Building Division has reviewed the applicant's plans and listed hazardous materials/chemicals and has found that the proposal meets all applicable California Building Code requirements. | |
| <input type="checkbox"/> The Building Division has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures). | |
| The applicant's proposal has been reviewed by the City of Menlo Park's Building Division by: | |
| Signature/Date  7/17/14 | Name/Title (printed) Ron LaFrance, Building Official |
| Comments: | |

G4



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF AUGUST 4, 2014
AGENDA ITEM E1

LOCATION: 955 Sherman Avenue **APPLICANT AND OWNER:** Judith Citron

EXISTING USE: Single-Family Residence

PROPOSED USE: Single-Family Residence **APPLICATION:** Study Session for Use Permit

ZONING: R-1-U (Single-Family Urban Residential)

| | PROPOSED PROJECT | EXISTING DEVELOPMENT | ZONING ORDINANCE |
|--|---|--------------------------------------|-----------------------|
| Lot area | 5,500 sf | 5,500 sf | 7,000 sf min. |
| Lot width | 50 ft. | 50 ft. | 65 ft. min. |
| Lot depth | 110 ft. | 110 ft. | 100 ft. min. |
| Setbacks | | | |
| Front | 20.0 ft. | 25 ft. | 20.0 ft. min. |
| Rear | 26.0 ft. | 45 ft. | 20.0 ft. min. |
| Side (left) | 5.4 ft. | 7 ft. | 5.0 ft. min. |
| Side (right) | 5.1 ft. | 11 ft. | n/a ft. min. |
| Building coverage | 1,913.0 sf | 1,366.0 sf | 1,362.2 sf max. |
| | 34.8 % | 25.0 % | 35.0 % max. |
| FAL (Floor Area Limit) | 2,800 sf | 1,366.0 sf | 2,800.0 sf max. |
| Square footage by floor | 1,383.0 sf/1st 1005.0 sf/2nd 420.0 sf/att. garage 110.0 sf/porches | 1,125.0 sf/1st 241.0 sf/det. gar. | |
| Square footage of building | 2,910.0 sf | 1,366.0 sf | |
| Building height | 23 ft. | 15.2 ft. | 28 ft. max. |
| Parking | 2 covered | 1 covered | 1 covered/1 uncovered |
| Note: Areas shown highlighted indicate a nonconforming or substandard situation. | | | |

| | | | |
|--|----------------------|-----------------------|--------------------------|
| Trees | Heritage trees 0 | Non-Heritage trees 8* | New Trees 10 |
| | Heritage trees 0 | Non-Heritage trees 0 | Total Number of Trees 18 |
| | proposed for removal | proposed for removal | |
| * Seven of these are located within the public right-of-way or on adjacent property. | | | |

PROPOSAL

The applicant is requesting a use permit to demolish an existing single-story, single-family residence and detached garage, and to construct a new two-story, single-family residence and attached garage on a substandard lot with regard to lot width and lot size in the R-1-U (Single-Family Urban Residential) zoning district.

As a result of comments from neighbors and observations by staff, the proposal is being presented for Planning Commission review and comment in a study session. No action will be taken at the August 4, 2014 meeting.

ANALYSIS

Site Location

The subject site is located at 955 Sherman Avenue, between Avy Avenue and Santa Cruz Avenue. The parcel is close to the boundary of the City of Menlo Park and unincorporated West Menlo Park, although all of the immediately adjacent parcels are within the City limits.

The subject parcel is surrounded by single-family residences that are also in the R-1-U zoning district. Most of the nearby residences are one-story in height, although there are several two-story houses in the vicinity (including the adjacent right-side residence). On the southwest side of Sherman Avenue, all of the parcels currently have a site layout featuring detached garages located toward the rear-right corner. On the opposite side of Sherman Avenue, where the diagonal route of Santa Cruz Avenue creates more unusual lot shapes, the parking configurations are varied.

Project Description

The applicant is proposing to construct a new, two-story residence on the subject parcel, which would require Planning Commission approval of a use permit due to the parcel's substandard lot area and lot width. The new structure would be a four-bedroom, three-and-a-half bath residence, with three bedrooms and two baths located on the second level. The residence would comply with the off-street parking requirements, with a two-car attached garage located at the front of the structure.

The new residence would have a FAL (Floor Area Limit) of 2,800 square feet, which is the maximum that can be requested. The building coverage would be 34.8 percent, slightly below the two-story maximum of 35 percent. The maximum height of the residence would be 23 feet, well below the maximum permissible height of 28 feet. The proposal would also comply with the daylight plane requirements.

The applicant has submitted a project description letter, which discusses the proposal in more detail (Attachment C).

Design and Materials

The residence would feature a style described by the architect as traditional. The exterior would be clad in pre-finished horizontal siding, and the front door would be highlighted by a small entry porch. The two-car garage, while prominent relative to those of other residences on this side of the street, would feature a carriage-style door and an upper trellis to add visual interest. On the side elevations, most of the second-story windows would feature sill heights of greater than three feet, in order to provide mutual privacy protection. The window grid type is not currently specified, although staff will recommend that simulated divided light windows (with interior and exterior grids and a between-the-glass spacer bar) be incorporated, should the proposal move forward for action. Staff believes that the proposed design is generally similar in scale, materials, and layout to other residences in the greater neighborhood, although it could be considered a new style for this particular block.

Trees and Landscaping

The applicant has submitted an arborist report (Attachment D) detailing the species, size, and conditions of the significant trees on or near the site. The report determines the present condition, discusses the impacts of the proposed improvements, and provides recommendations for tree preservation. The arborist report does not identify any heritage trees on or adjacent to the subject property, nor does it project any unique issues for the nearby non-heritage trees. The applicant is proposing to plant a number of ornamental screening trees on the middle/rear of both side elevations.

Some of the neighbor correspondence identifies a potential need for the project plans to accurately show some additional nearby trees on the neighboring properties. This will be corrected on the next iteration of project plans, but staff believes (per the arborist report) that these trees would likely not be impacted by the proposal.

Correspondence

Staff has received a number of items of correspondence in response to the initial application submittal. As the proposal has been revised since that time, only the most recent correspondence (from May-July 2014) has been included with this report, as Attachment E. The neighbor correspondence has consistently raised a number of fundamental concerns, namely statements that:

- The proposed site layout (with a front-loading, two-car attached garage) differs from the predominant block pattern (rear detached garages); and
- The residence would generally be out of scale for the block.

The applicant has attempted to address some earlier neighbor concerns, such as by proposing screening trees between the adjacent side properties, although the adjacent right-side neighbor has still raised some questions/concerns about potential privacy impacts. The adjacent right-side neighbor has also noted some concerns about the shared fencing, which is not typically a Planning Commission issue when the proposed

heights are in compliance with the Zoning Ordinance. However, staff has confirmed that the applicant's current survey is not a field-based boundary survey, which is required for this type of application. A corrected survey would be required prior to an action meeting on this proposal, and should clarify the precise location of the existing fencing.

Conclusion

Staff believes that the proposed design is generally similar in scale, materials, and layout to other residences in the greater neighborhood. However, multiple neighbors have raised concerns about the proposed site layout and its general sense of scale. Staff acknowledges that this side of Sherman Avenue does have a consistent pattern of detached rear garages, and this proposal would differ from that pattern.

Staff recommends that the Planning Commission use the study session to consider a presentation from the applicant, receive public comment, and provide individual feedback on the proposal. In particular, staff recommends that Planning Commissioners provide clear direction on whether the proposed site layout is generally acceptable, or whether the applicant should substantively revise the proposal to feature a detached rear garage. In either case, the Planning Commission should also provide input on the proposed architectural style, materials, and general sense of scale. Following the meeting, staff would continue to work with the applicant and the neighbors to refine the proposal, which could be considered for action at a future meeting.

Report prepared by:

Thomas Rogers
Senior Planner

Report reviewed by:

Arlinda Heineck
Community Development Director

PUBLIC NOTICE

Public notification consisted of publishing a notice in the local newspaper and notification by mail of owners and occupants within a 300-foot radius of the subject property.

ATTACHMENTS

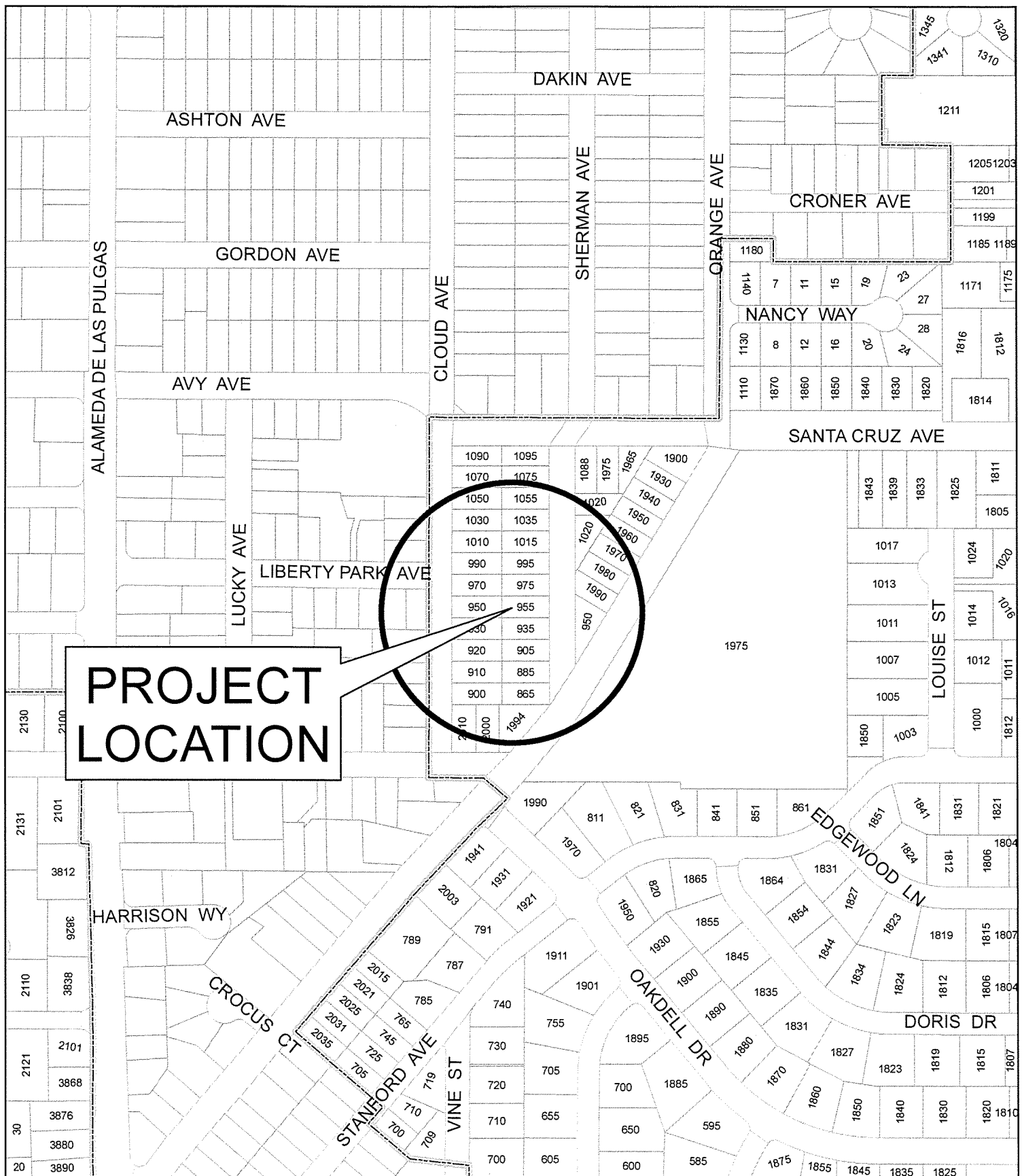
- A. Location Map
- B. Project Plans
- C. Project Description Letter
- D. Arborist Report, prepared by McClenahan Consulting, dated January 4, 2014
- E. Correspondence
 - Maria Flaherty, 1050 Sherman Avenue, dated May 29, 2014 (two emails, one with attached photos)
 - Jeff Fenton, 950 Sherman Ave, dated May 29, 2014
 - The Pecks, 975 Sherman Ave, dated July 15, 2014

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

EXHIBITS TO BE PROVIDED AT MEETING

None

V:\STAFFRPT\PC\2014\080414 - 955 Sherman Avenue - Study Session.doc



CITY OF MENLO PARK

LOCATION MAP

955 SHERMAN AVENUE

DRAWN: THR CHECKED: THR DATE: 08/04/14 SCALE: 1" = 300' SHEET: 1



MENLO PARK NOTES

D. PROPOSED AND SE INVENTION CONTROL

1. Establish all disturbed areas and retain and maintain all temporary erosion and sediment controls continuously between October 15 and April 15 of each year, until permanent erosion control has been established.
2. Direct on-site spill around exposed areas and during pilework until spill is contained (e.g., skates are skidded).
3. Transport and temporary storage of materials, such as sediment basins or tanks, erosion fences or berms, all fences, chain-link, steel sheet piling, pileheads, or mats, covers for soil stock piles, and/or other resources.
4. Provide safety, specifications, or attachments describing the following:
 - a) Construction, operation and maintenance of erosion and sediment control measures, including inspection for safety.
 - b) Methods and schedule for grading, excavation, filling, clearing of vegetation, and storage and disposal of excavated or cleared material.
 - c) Specifications for vegetation cover, including methods and schedules for planting and fertilization.
 - d) Procedures for temporary and/or permanent erosion.
5. CONSTRUCTION BMPs:
 1. Store, handle, and dispose of construction materials and wastes properly, so as to prevent their contact with storm water.
 2. Control and prevent the discharge of all potential pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals.
 3. Manage water discharges to storm drains and watercourses.
 4. Use sediment controls or filtration to remove sediment when discharging to lot and obtain all necessary permits.
 5. Avoid creating, filling, or maintaining waterways, ponds, or a disposal area where wastewater is contained and treated.
 6. Develop a field water cleanup plan, including, but not limited to, critical areas, buffer zones, trees, and drainage easements.
 7. Protect adjacent properties and undeveloped areas from construction impacts using vegetative buffer strips, sediment basins or fences, dikes, mounds, or other measures as appropriate.
 8. Remove debris and earth surface activities only during dry weather.
6. Limit and time application of all pesticides are fertilizers to prevent polluted runoff.
7. Limit construction access routes and stabilize disturbed access points.
8. Avoid track equipment or other mobile off-road, clear or disturbed areas and sidewalks where any watering methods.
9. The Contractor shall train and provide instruction to all employees and subcontractors regarding construction BMPs.

DESIGNS PRESENTED BY THESE DRAWINGS ARE THE PROPERTY OF KOHLER ASSOCIATES ARCHITECTS AND WERE DEVELOPED FOR USE ON THIS PROJECT ONLY. THESE DRAWINGS AND THE DESIGN THEY REPRESENT SHALL NOT BE USED BY OR DISCLOSED TO ANY PERSON OR FIRM OUTSIDE THE SCOPE OF THIS PROJECT WITHOUT THE WRITTEN PERMISSION OF KOHLER ASSOCIATES ARCHITECTS.

NOTE:

All work on this project is to be supervised by a licensed general contractor. The general contractor and his subcontractors are to be licensed by the State of California. All contractors are required to have workers' compensation and general liability insurance commensurate with the scope of the project. Prior to construction, the general contractor and owner shall meet with the architect to review any questions or clarifications of the work described in these documents. The contractor's commencement of work constitutes acceptance that the project, as drawn, is suitable. See SP for additional general comments.

LOT SURVEY REQUIRED

ALL PROPERTY LINES SHALL BE STAKED AND A WRITTEN STATEMENT CONFIRMING THE SURVEY RESULT AND STAKING METHOD SHALL BE SUBMITTED PRIOR TO FOUNDATION INSPECTION (IBC SECTION 100.1).

EXISTING DRIVEWAY CURB CUTS TO BE REMOVED, AND SIDEWALKS TO BE REPAIRED AS REQUIRED.

WATERPROOFING NOTE:

Waterproofing measures delineated in the plan set are suggestions only. Owner and contractor shall consult with a waterproofing expert for proper installation methods for all areas requiring waterproofing.

PROJECT DIRECTORY

OWNER: MICHAEL & JUDITH CITRON
 ARCHITECT: KOHLER ASSOCIATES ARCHITECTS
 721 COLORADO AVE., SUITE 102
 PALO ALTO, CALIFORNIA 94303
 TEL: 650.326.1006
 FAX: 650.321.2860
 STRUCT. ENGINEER: SAABCO CONSULTING
 263 EL CAMINO REAL, SUITE 1
 MENLO PARK, CA 94025
 TEL: 650.329.9219
 FAX: 650.329.1943
 CIVIL ENGINEER: ED WU
 WCC ASSOCIATES
 2625 N. DOLEYFIELD RD.
 PALO ALTO, CA 94306
 TEL: 650.823.6466

SHEET INDEX

A1 AREA PLAN, LOT SUMMARY, VICINITY MAP, SHEET INDEX, PROJECT DIRECTORY
 A1.1 SITE PLAN
 A2 FLOOR PLANS
 A3 KOD PLAN PLAN, FLOOR AREA DIAGRAMS
 A4 REFLECTED CEILING PLANS
 A5 EXTERIOR ELEVATIONS
 A6 BUILDING SECTIONS

SITE DATA

APN: 071-113-080
 ZONE: R1U
 GENERAL PLAN: Resid. Low Density
 BUILDING OCCUPANCY GROUPS: R3 & U
 LOT AREA SUMMARY
 Lot Area: 5500 s.f.
 Allow. Floor Area: 2800 s.f.
 All. 2nd Floor: 1400 s.f.
 Allow. Coverage = 35% = 1925 s.f.

EXISTING AREA SUMMARY

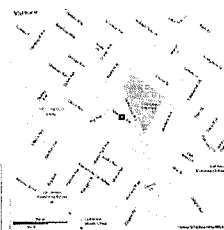
House Floor Area: 1125 s.f.
 Garage Floor Area: 241 s.f.
 Total Floor Area: 1366 s.f. = 25%
 Paving: 1621 s.f. = 29%
 Landscaping: 2913 s.f. = 46%
 Parking: 2, (1 covered)

PROPOSED AREA SUMMARY

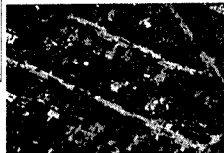
TYPE OF CONSTRUCTION: V-B
 STORIES: 2
 AUTOMATIC SPRINKLERS: NO

FLOOR AREA
 1st Floor: 1374 s.f.
 2nd Floor: 1025 s.f.
 Total: 2399 s.f.
 Garage: 420 s.f.
 Total: 2799 s.f.

COVERAGE
 1st Floor: 1383 s.f.
 2nd Floor: 420 s.f.
 Covered Porches: 110 s.f.
 Total: 1913 s.f. = 34.8%
 Paving: 671 s.f. = 12%
 Landscaping: 2916 s.f. = 53%
 Parking: 2 Covered



VICINITY MAP



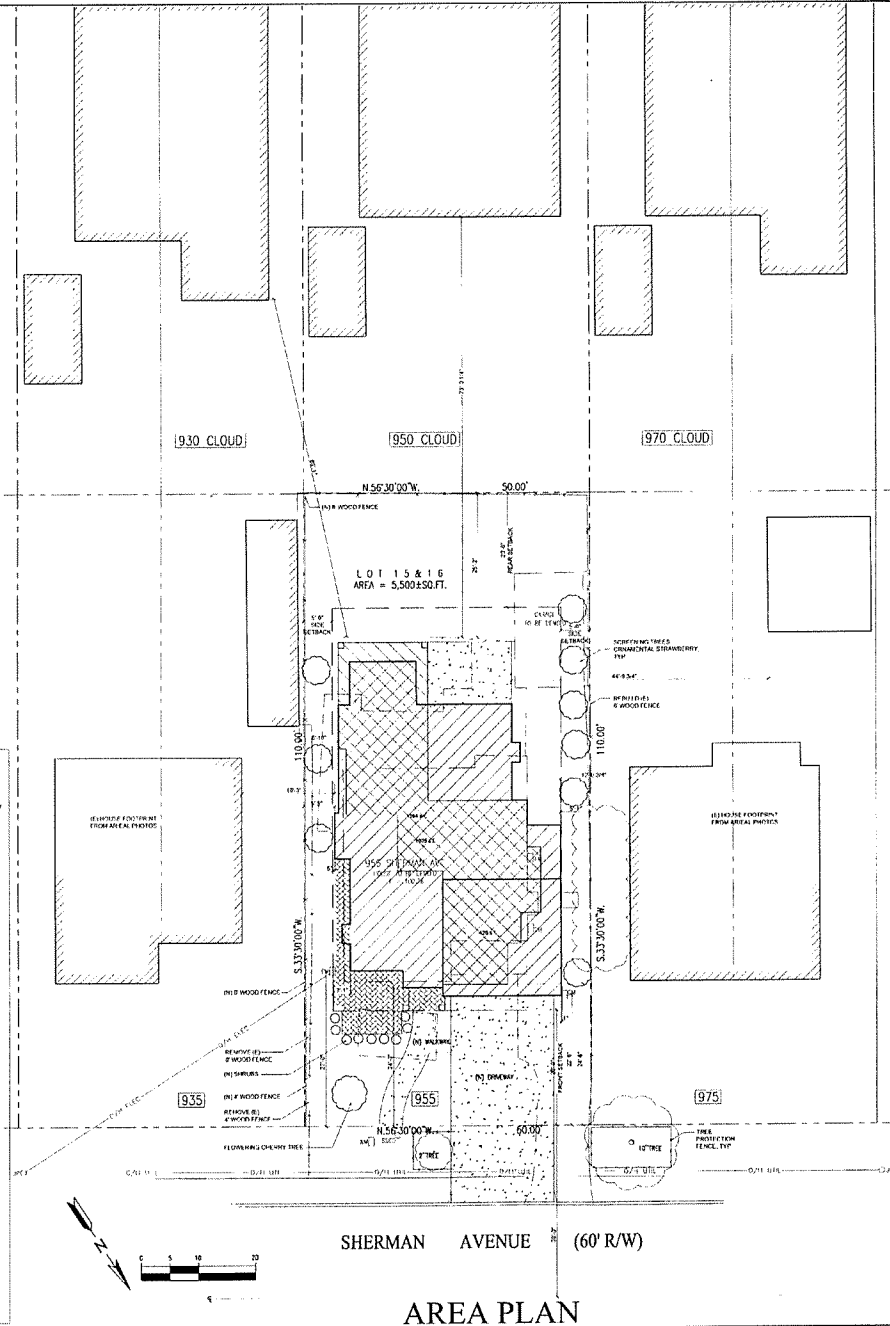
AERIAL VIEW

APPLICABLE CODES & REGULATIONS

California Building Code: 2013 (2012 IBC)
 California Mechanical Code: 2013 (2012 UMC)
 California Plumbing Code: 2013 (2012 UPC)
 California Electrical Code: 2013 (2012 NEC)
 California Green Bldg Code: 2013 Ed. (CAL Green)
 Palo Alto Municipal Code: 2013 Ed.

SEE SHEET A1 FOR GENERAL NOTES

POINTEERS GENERAL NOTE REFERS TO: ON 17
 ARROW POINTS TO NEW GENERAL NOTE APPLIES TO



NEW RESIDENCE FOR
 JUDY CITRON
 955 SHERMAN AVE.
 MENLO PARK, CA

RECEIVED
 JUN 14 2014
 BY PLANNING

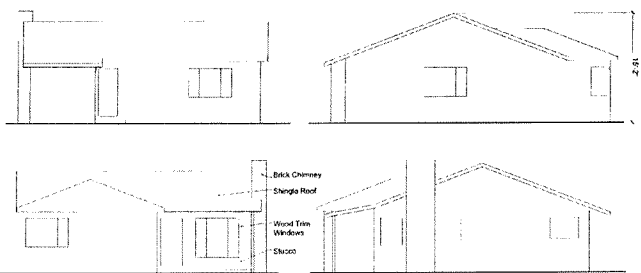
SITE PLAN

CHECKED
 DATE: June 3, 2014
 SCALE: 1/8" = 1'-0"
 JOB NO.: Citron
 SHEET

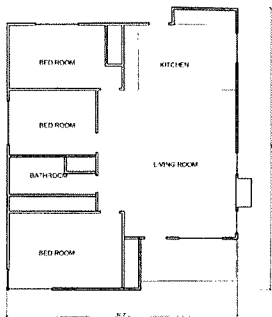
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117 SHEETS

B2

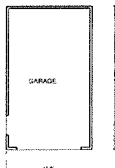


APPROX. EXISTING ELEVATIONS 1/8" = 1'-0"
TO BE DEMOLISHED

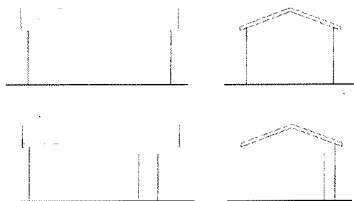


APPROX. EXISTING FLOOR PLAN 1/8" = 1'-0"
TO BE DEMOLISHED

APPROX. EXISTING HOUSE



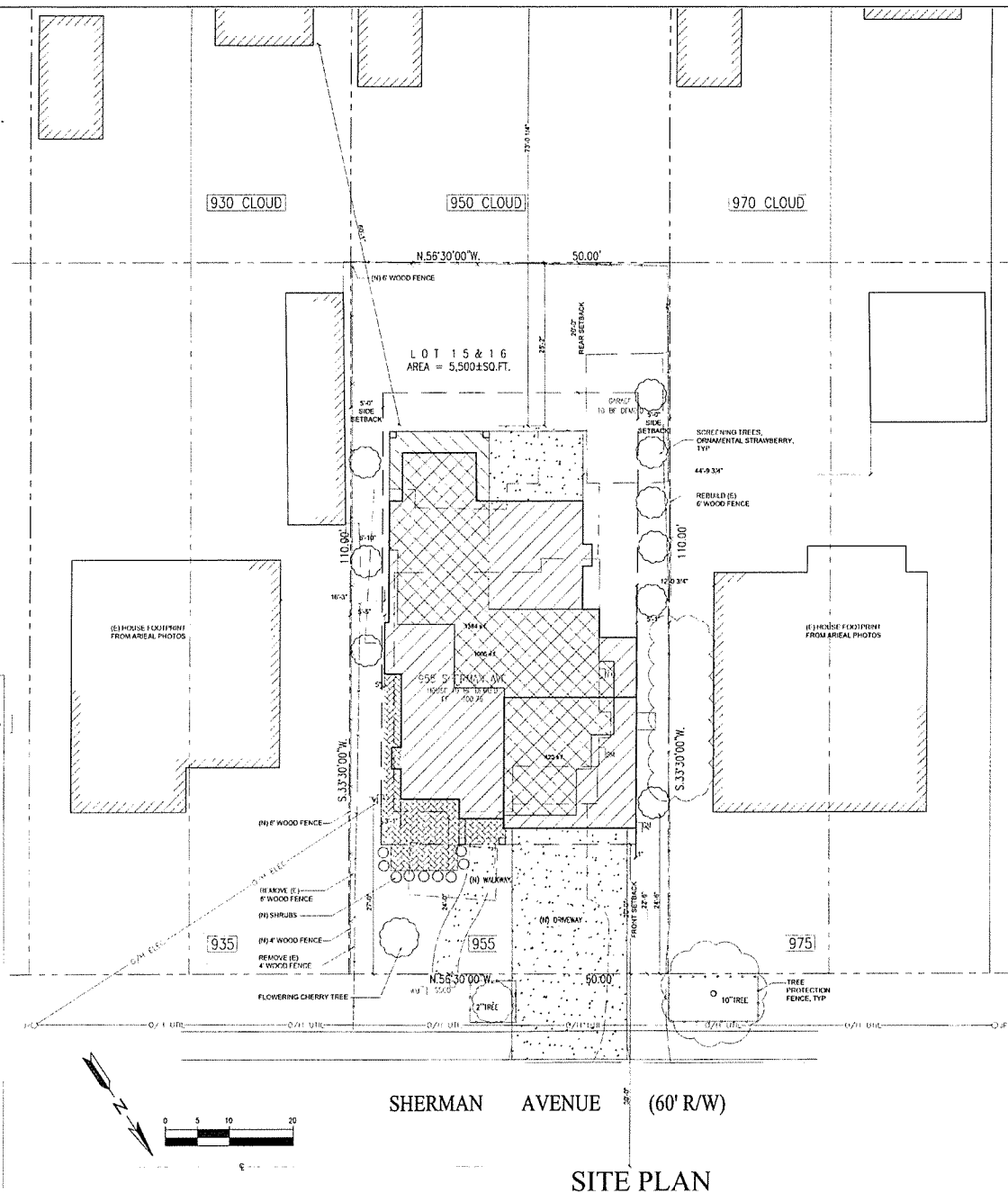
APPROX. EXISTING FLOOR PLAN 1/8" = 1'-0"
TO BE DEMOLISHED



APPROX. EXISTING ELEVATIONS 1/8" = 1'-0"
TO BE DEMOLISHED

APPROX. EXISTING GARAGE

| SITE DATA | |
|---------------------------|--------------------|
| APN | 071-113-080 |
| ZONE | R1U |
| GENERAL PLAN | Resid. Low Density |
| BUILDING OCCUPANCY GROUPS | R3 & U |
| LOT AREA SUMMARY | |
| Lot Area | 5500 s.f. |
| Allow Flr Area | 2800 s.f. |
| All. 2nd Floor | 1400 s.f. |
| Allow Coverage = 35% = | 1925 s.f. |
| EXISTING AREA SUMMARY | |
| House Floor Area | 1125 s.f. |
| Garage Floor Area | 241 s.f. |
| Total Floor Area | 1366 s.f. = 25% |
| Paving | 1621 s.f. = 29% |
| Landscaping | 2513 s.f. = 46% |
| Parking | 2, (1 covered) |
| PROPOSED AREA SUMMARY | |
| TYPE OF CONSTRUCTION | V-B |
| STORIES | 2 |
| AUTOMATIC SPRINKLERS | NO |
| FLOOR AREA | |
| 1st Floor | 1374 s.f. |
| 2nd Floor | 1005 s.f. |
| Total | 2379 s.f. |
| Garage | |
| Total | 420 s.f. |
| | 2799 s.f. |
| COVERAGE | |
| 1st Floor | 1383 s.f. |
| Garage | 420 s.f. |
| Covered Porches | 110 s.f. |
| Total | 1913 s.f. = 34.8% |
| Paving | 671 s.f. = 12% |
| Landscaping | 2916 s.f. = 53% |
| Parking | 2 Covered |



REVISIONS BY

REGISTERED ARCHITECT
ROGER K. KOHLER
ACCSA
REN APRIL 2015
STATE OF CALIFORNIA

KOHLER ASSOCIATES ARCHITECTS

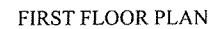
Roger Kohler
Architect, L.A.
C-7134
77 Emerald Court, Suite 102
Van Nuys, California 91410
Tel: 818.707.7800
Fax: 818.707.7801
www.kohler-architect.com

NEW RESIDENCE FOR
JUDY CITRON AVE.
955 SHERMAN AVE.
MENLO PARK, CA


SITE PLAN

DRAWN
CHECKED
DATE
June 3, 2014
SCALE
1/8" = 1'-0"
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OF SHEETS

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|-----------|------------------|
| 1st Floor | 1375 s.f. |
| 2nd Floor | <u>1005 s.f.</u> |
| Subtotal | 2380 s.f. |
| Garage | <u>420 s.f.</u> |
| Total | 2800 s.f. |
| | |
| All, Max | 2800 s.f. |



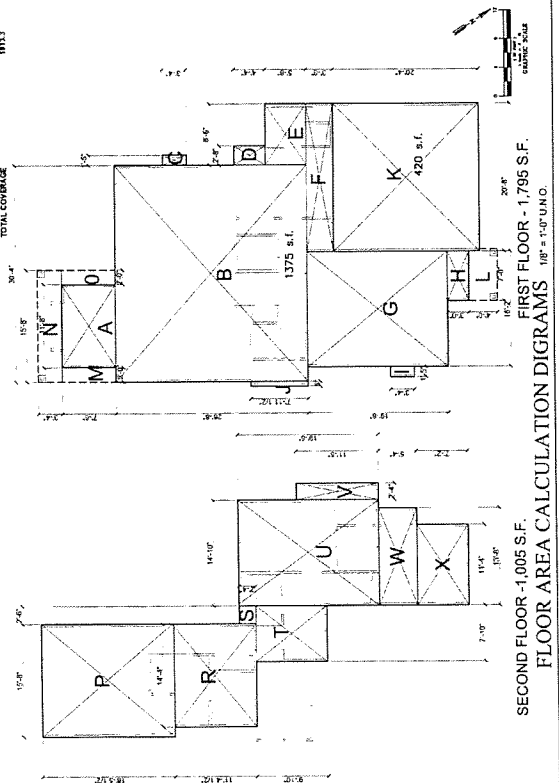
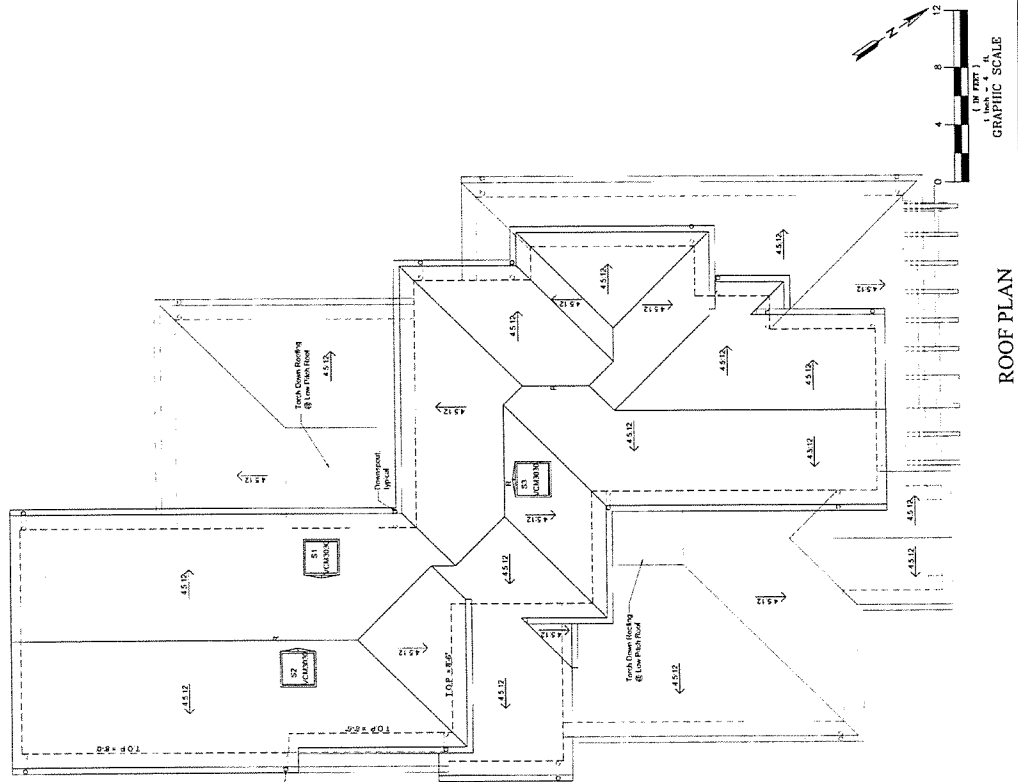
KOHLER
 ASSOCIATES
ARCHITECTS
Rogot Kohler
Architect, S.F.A.
C-7734
 737 Colorado Avenue, Suite 102
 Palo Alto, CA 94301-3450
 (415) 324-1800
 FAX (415) 324-1806
 *We speak for sustainable nature
www.kohler-architects.com

FLOOR PLANS

DRAWN
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DATE
June 3, 2014
SCALE
1/4" = 1'-0"
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FOOTNOTES:

1. ALL "SLANT" RAFTS TO BE COMP. SING. & RIGGING SLANT 90° PER ROOF PITCH. ALL "ROOF" & "CARGOES" TO BE SHIT INITIAL.
2. PROVIDE VALLEY FLASHING PER 2010 CBC
3. HANG FLASHING AT JUNCTION IN WITH ROOFS, & WALLS PFR 20 D CBC
4. ALL SKYLIGHT CARGES TO BE MIN. 4" HGT.
5. NEW ROOFS TO BE 1" MIN. 1" HGT. SKIN
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(100) 1" GFRC INSIDE 1" HGT. SKIN
6. ROOF WITH 72.50 IN. HGT. SLANT ROOF WITH 12" x 25" WITH 72.50 IN. HGT. SLANT



| 955 SHERMAN FLOOR | | | |
|-------------------|-------|-----------|------------|
| Segment | Items | Count (N) | Points (S) |
| First Floor | | | |
| Garage | | 875 | 875 |
| 1 | A | 850 | 850 |
| 2 | B | 26 | 26 |
| 3 | C | 35 | 35 |
| 4 | D | 43 | 43 |
| 5 | E | 49 | 49 |
| 6 | F | 20 | 20 |
| 7 | G | 31 | 31 |
| 8 | H | 30 | 30 |
| 9 | I | 21 | 21 |
| 10 | J | 50 | 50 |
| 11 | K | 7 | 7 |
| 12 | L | 1 | 1 |
| 13 | M | 1 | 1 |
| 14 | N | 1 | 1 |
| 15 | O | 1 | 1 |
| 16 | P | 1 | 1 |
| 17 | Q | 1 | 1 |
| 18 | R | 1 | 1 |
| 19 | S | 1 | 1 |
| 20 | T | 1 | 1 |
| 21 | U | 1 | 1 |
| 22 | V | 1 | 1 |
| 23 | W | 1 | 1 |
| 24 | X | 1 | 1 |
| 25 | Y | 1 | 1 |
| 26 | Z | 1 | 1 |
| 27 | AA | 1 | 1 |
| 28 | AB | 1 | 1 |
| 29 | AC | 1 | 1 |
| 30 | AD | 1 | 1 |
| 31 | AE | 1 | 1 |
| 32 | AF | 1 | 1 |
| 33 | AG | 1 | 1 |
| 34 | AH | 1 | 1 |
| 35 | AI | 1 | 1 |
| 36 | AJ | 1 | 1 |
| 37 | AK | 1 | 1 |
| 38 | AL | 1 | 1 |
| 39 | AM | 1 | 1 |
| 40 | AN | 1 | 1 |
| 41 | AO | 1 | 1 |
| 42 | AP | 1 | 1 |
| 43 | AQ | 1 | 1 |
| 44 | AR | 1 | 1 |
| 45 | AS | 1 | 1 |
| 46 | AT | 1 | 1 |
| 47 | AU | 1 | 1 |
| 48 | AV | 1 | 1 |
| 49 | AW | 1 | 1 |
| 50 | AX | 1 | 1 |
| 51 | AY | 1 | 1 |
| 52 | AZ | 1 | 1 |
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| 54 | BB | 1 | 1 |
| 55 | BC | 1 | 1 |
| 56 | BD | 1 | 1 |
| 57 | BE | 1 | 1 |
| 58 | BF | 1 | 1 |
| 59 | BG | 1 | 1 |
| 60 | BH | 1 | 1 |
| 61 | BI | 1 | 1 |
| 62 | BJ | 1 | 1 |
| 63 | BK | 1 | 1 |
| 64 | BL | 1 | 1 |
| 65 | BM | 1 | 1 |
| 66 | BN | 1 | 1 |
| 67 | BO | 1 | 1 |
| 68 | BP | 1 | 1 |
| 69 | BQ | 1 | 1 |
| 70 | BR | 1 | 1 |
| 71 | BS | 1 | 1 |
| 72 | BT | 1 | 1 |
| 73 | BU | 1 | 1 |
| 74 | BV | 1 | 1 |
| 75 | BW | 1 | 1 |
| 76 | BX | 1 | 1 |
| 77 | BY | 1 | 1 |
| 78 | BZ | 1 | 1 |
| 79 | CA | 1 | 1 |
| 80 | CB | 1 | 1 |
| 81 | CC | 1 | 1 |
| 82 | CD | 1 | 1 |
| 83 | CE | 1 | 1 |
| 84 | CF | 1 | 1 |
| 85 | CG | 1 | 1 |
| 86 | CH | 1 | 1 |
| 87 | CI | 1 | 1 |
| 88 | CJ | 1 | 1 |
| 89 | CK | 1 | 1 |
| 90 | CL | 1 | 1 |
| 91 | CM | 1 | 1 |
| 92 | CN | 1 | 1 |
| 93 | CO | 1 | 1 |
| 94 | CP | 1 | 1 |
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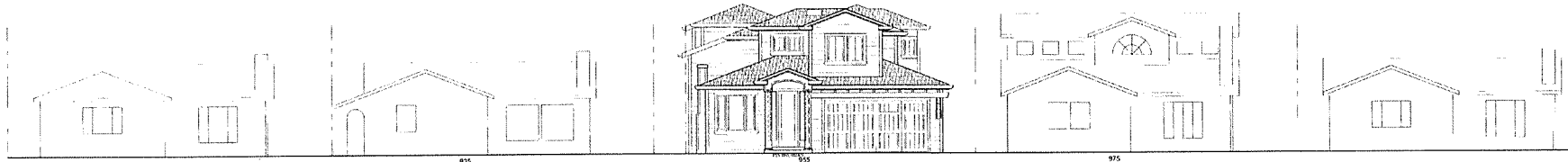
935



955 SHERMAN, (to be demolished)



975



STREETSCAPE

1/8" = 1'-0"

Elev. 127.8 Max. Allowable Bldg Height

Elev. 122.8 Max. Bldg Ht.

Elev. 110.31 2nd Fl. T.O.P.

Elev. 100.8 1st Fl. T.O.P.
Elev. 99.8 Not Grade

SKYLIGHT

WEST SIDE ELEVATION

Elev. 127.8 Max. Allowable Bldg Height

Elev. 122.8 Max. Bldg Ht.

Elev. 110.31 2nd Fl. T.O.P.

Elev. 100.8 1st Fl. T.O.P.
Elev. 99.8 Not Grade

SKYLIGHT

EAST SIDE ELEVATION

22"x14" CRAWSPACE VENT
SCREENED, TOP OF (S)

ELEVATIONS

Elev. 127.8 Max. Allowable Bldg Height

Elev. 123.6 Max. Bldg Ht.

Elev. 110.31 2nd Fl. T.O.P.

Elev. 100.8 1st Fl. T.O.P.
Elev. 99.8 Not Grade

5'-0" Side Setback

Elev. 127.8 Max. Allowable Bldg Height

Elev. 122.8 Max. Bldg Ht.

Elev. 110.31 2nd Fl. T.O.P.

Elev. 100.8 1st Fl. T.O.P.
Elev. 99.8 Not Grade

5'-0" Side Setback

REAR (SOUTH) ELEVATION

Elev. 127.8 Max. Allowable Bldg Height

Elev. 122.8 Max. Bldg Ht.

Elev. 110.31 2nd Fl. T.O.P.

Elev. 100.8 1st Fl. T.O.P.
Elev. 99.8 Not Grade

5'-0" Side Setback

FRONT (NORTH) ELEVATION

SKYLIGHT
COMP SHINGLE ROOF
PAINTED GALVANIZED OR COPPER GUTTER
WOOD TRIM, PAINT
PRE-FINISHED HORIZ SIDING
COMP SHINGLE ROOF
DATUM BOARD
PAINTED GALVANIZED OR COPPER GUTTER
WOOD TRIM, PAINT
PRE-FINISHED HORIZ SIDING
BRICK CHIMNEY

5'-0" Side Setback

COMP SHINGLE ROOF
PAINTED GALVANIZED OR COPPER GUTTER
WOOD TRIM, PAINT
PRE-FINISHED HORIZ SIDING
COMP SHINGLE ROOF
PAINTED GALVANIZED OR COPPER GUTTER

WOOD TRELLIS
WOOD DIAG. BRACE
WOOD TRIM, PAINT
WOOD TRIM, PAINT
PRE-FINISHED HORIZ SIDING
HOLMES CARRIAGE STYLE GARAGE DOOR

5'-0" Side Setback



KOHLER
ASSOCIATES
ARCHITECTS
Roger Kahler
AIA, LEED AP, CMAA
67324
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Palo Alto, California 94301
(650) 328-1000
Fax: (650) 321-2100
off@kohlerarchitects.com
www.kohlerarchitects.com

NEW RESIDENCE FOR
JUDY CITRON
955 SHERMAN AVE.
MENLO PARK, CA

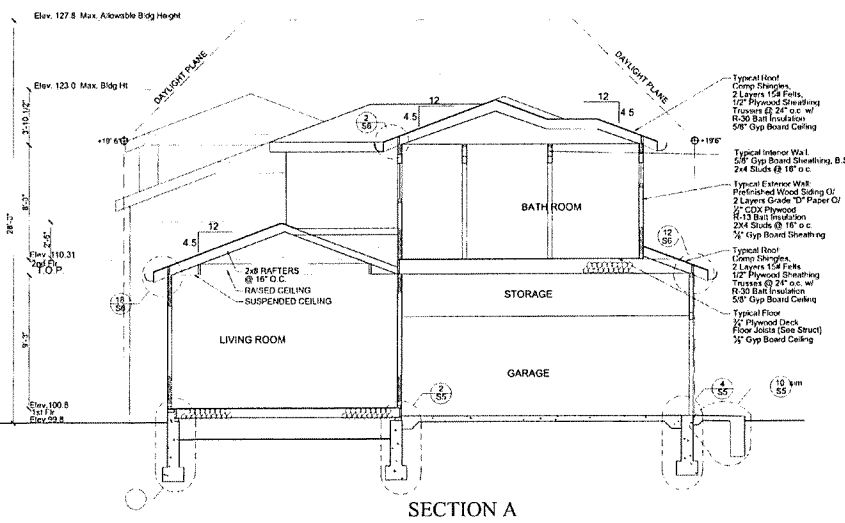
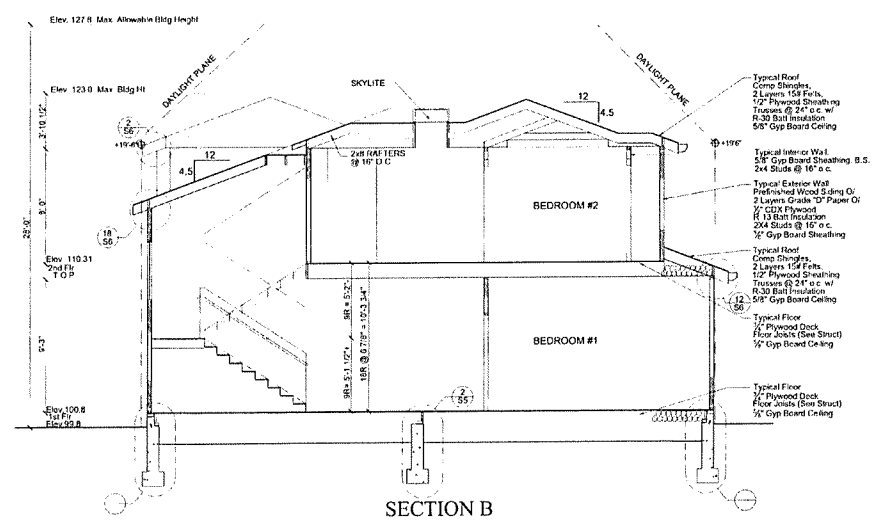
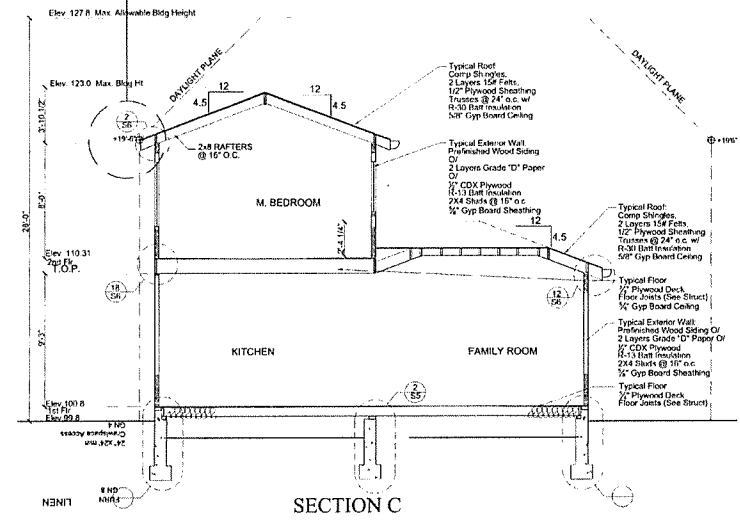
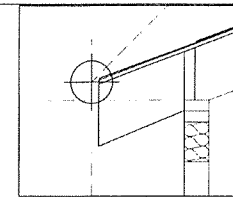
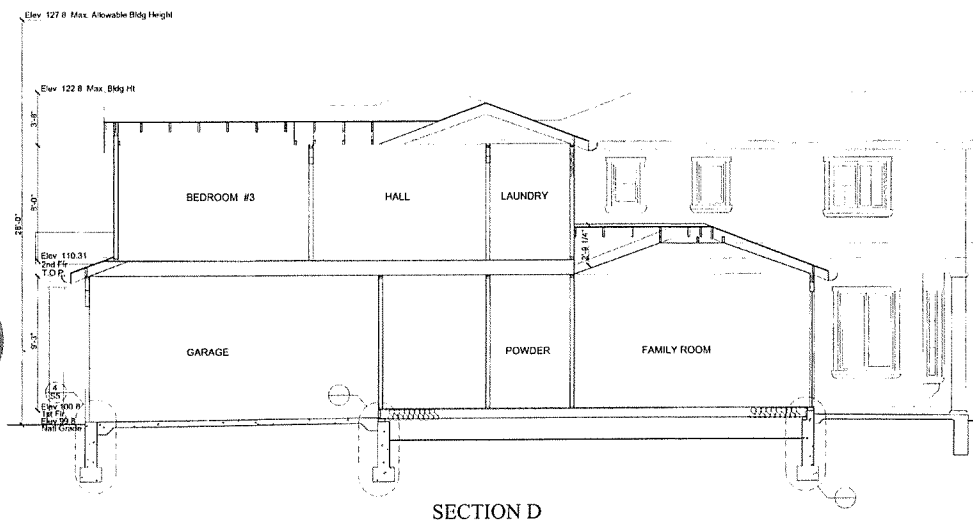
ELEVATIONS

TS
CHECKED
DATE
June 3, 2014
SCALE
1/4" = 1'-0" UN
JOB NO.
Citron
SHEET

A5

07 SHEET

B8



| REVISIONS | BY |
|-----------|----|
| | |
| | |
| | |

KOHLER ASSOCIATES ARCHITECTS
 Roger Kohler
 Architect, AIA
 C-17348
 17 Cambridge Street, Suite 102
 Palo Alto, California 94301
 Tel: 650.321.3600
 Fax: 650.321.3605
 www.kohlerarchitects.com

NEW RESIDENCE FOR
 JUDY CITRON
 955 SHERMAN AVE.
 MENLO PARK, CA

BUILDING SECTIONS

DATE
 May 12, 2014
 SCALE
 1/8" = 1'-0"
 JOB NO.
 Citron
 SHEET
A6

Kohler Associates Architects
721 Colorado Avenue, Suite 102
Palo Alto, CA 94303
Tel:650-328-1086 Fax:650-321-2860

To: Community Development Dept
City of Menlo Park

Re: 955 Sherman Ave.
Feb. 5, 2014

Project Description

The property is currently an aging single story residence with a detached one car garage in the rear. The clients propose to demolish both structures, and construct a new two story single family residence, with an attached two car garage. The plans comply with normal R1-U zoning development regulations regarding floor area, coverage, setbacks, and height.

The new home will have horizontal lap siding and composition shingle roof, using conventional wood frame construction. It will be traditional in style and blend well in the neighborhood and community and most certainly be an improvement over the existing structure. The home will have four bedrooms and three and one-half bathrooms with a family room facing the backyard. It is designed for a modern family wanting the benefits and joys of Menlo Park. It will be well landscaped and built, using quality materials and made energy efficient. This home is not being designed as a spec home, as it is the owners intention to keep the home for their family.

ARBORIST REPORT

Submitted To:

**Ms. Judy Citron
310 Arden Road
Menlo Park, CA 94025**

Project Location:

**955 Sherman Avenue
Menlo Park, CA**

Submitted By:

**McCLENAHAN CONSULTING, LLC
John H. McClenahan
ISA Board Certified Master Arborist, WE-1476B
member, American Society of Consulting Arborists
January 4, 2013
©Copyright McCLENAHAN CONSULTING, LLC 2013**





McClenahan Consulting, LLC

Arboriculturists Since 1911

1 Arastradero Road, Portola Valley, CA 94028-8012

Telephone (650) 326-8781

Fax (650) 854-1267

www.spmcclenahan.com

January 4, 2013

Ms. Judy Citron

310 Arden Road

Menlo Park, CA 94025

RE: **955 Sherman Avenue**
Menlo Park, CA

Assignment

As requested, I performed a visual inspection of neighboring trees to identify species, establish *Tree Protection Zones (TPZ's)* and provide Tree Preservation Guidelines.

Summary

All seven trees are on neighboring properties and appear to be receiving regular irrigation. The trees were all dormant at the time of inspection. Trees 1-5 will sustain impacts to less than 15 percent of the tree environments. Tree 6 may require pruning approximately 25 percent of the foliar crown for vertical clearance. Tree 7 should not be adversely impacted. Tree protection fencing should be installed 3-feet from the fence after driveway demolition. During driveway demolition property line fence will need to serve as fencing. Although, this is the dormant season, proposed site improvements will not significantly impact trees 1-5 and 7.

Methodology

No root crown exploration, climbing or plant tissue analysis was performed as part of this survey.

In determining Tree Condition several factors have been considered which include:

Rate of growth over several seasons;
Structural decays or weaknesses;
Presence of disease or insects; and
Life expectancy.

The following guide for interpretation of Tree Condition as related to Life Expectancy is submitted for your information.

0 - 5 Years = Poor
5 - 10 Years = Poor to Fair
10 - 15 Years = Fair
15 - 20 Years = Fair to Good
20 + Years = Good

D2

Tree Description/Observation

1: European white birch (*Betula pendula*)

Diameter: Estimated 11.0"

Height: 32' **Spread:** 24'

Location: 975 Sherman frontage

Observation: Six feet from existing driveway. Proposed driveway is outside *TPZ* of 6-feet.

2: European white birch

Diameter: Estimated 11.0"

Height: 30' **Spread:** 16'

Location: Left front of house at 975 Sherman

Observation: Three feet from property line. Crown previously topped. New home is outside *TPZ* of 6-feet. Any grading or excavation within *TPZ* must be accomplished by hand digging. Project arborist must approve any cutting of roots greater than one inch diameter.

3: European white birch

Diameter: Estimated 11.0"

Height: 32' **Spread:** 20'

Location: Left front of house at 975 Sherman

Observation: Three feet from property line. Crown previously topped. New home is outside *TPZ* of 6-feet. Any grading or excavation within *TPZ* must be accomplished by hand digging. Project arborist must approve any cutting of roots greater than one inch diameter.

4: Plum (*Punus salicina*)

Diameter: Less than 15.0"

Height: 18' **Spread:** 14'

Location: Neighbor's right of drive

Observation: Any grading or excavatiion within *TPZ* of 8-feet must be accomplished by hand digging. Project arborist must supervise any cutting of roots greater than one inch diameter. Previously topped.

5: Plum

Diameter: Less than 15.0"

Height: 18' **Spread:** 12'

Location: Neighbor's right of drive

Observation: Any grading or excavatiion within *TPZ* of 8-feet must be accomplished by hand digging. Project arborist must supervise any cutting of roots greater than one inch diameter. Previously topped.

6: Plum

Diameter: Less than 15.0"

Height: 18' **Spread:** 24'

Location: Neighbor's right of drive and garage

Observation: Any grading or excavatiion within *TPZ* of 8-feet must be accomplished by hand digging. Project arborist must supervise any cutting of roots greater than one inch diameter. Hangs 12-feet over existing garage. Pruning of overhang will be necessary for clearance.

7: **Aristocrat pear** (*Pyrus calleyana* 'Aristocrat')

Diameter: Estimated 10.0"

Height: 20' **Spread:** 18'

Location: Right rear neighbor's

Observation: No adverse impact anticipated within *TPZ of 8-feet*.

TREE PRESERVATION GUIDELINES

Tree Preservation and Protection Plan

In providing recommendations for tree preservation, we recognize that injury to trees as a result of construction include mechanical injuries to trunks, roots and branches, and injury as a result of changes that occur in the growing environment.

To minimize these injuries, we recommend grading operations encroach no closer than five times the trunk diameter, (i.e. 30" diameter tree x 5=150" distance). At this distance, buttress/anchoring roots would be preserved and minimal injury to the functional root area would be anticipated. Should encroachment within the area become necessary, hand digging is **mandatory**.

Barricades

Prior to initiation of construction activity, temporary barricades should be installed around all trees in the construction area. Six-foot high, chain link fences are to be mounted on steel posts, driven 2 feet into the ground, at no more than 10-foot spacing. The fences shall enclose the entire area under the drip line of the trees or as close to the drip line area as practical. These barricades will be placed around individual trees and/or groups of trees as the existing environment dictates.

The temporary barricades will serve to protect trunks, roots and branches from mechanical injuries, will inhibit stockpiling of construction materials or debris within the sensitive 'drip line' areas and will prevent soil compaction from increased vehicular/pedestrian traffic. No storage of material, topsoil, vehicles or equipment shall be permitted within the tree enclosure area. The ground around the tree canopy shall not be altered. These barricades should remain in place until final inspection of the building permit, except for work specifically required in the approved plans to be done under the trees to be protected. Designated areas beyond the drip lines of any trees should be provided for construction materials and onsite parking.

Root Pruning (if necessary)

During and upon completion of any trenching/grading operation within a tree's drip line, should any roots greater than one inch (1") in diameter be damaged, broken or severed, root pruning to include flush cutting and sealing of exposed roots should be accomplished under the supervision of a qualified Arborist to minimize root deterioration beyond the soil line **within twenty-four (24) hours**.

Pruning

Pruning of the foliar canopies to include removal of deadwood is recommended and should be initiated prior to construction operations. Such pruning will provide any necessary construction clearance, will lessen the likelihood or potential for limb breakage, reduce 'windsail' effect and provide an environment suitable for healthy and vigorous growth.



Ms. Judy Citron

Page 4

Irrigation

A supplemental irrigation program is recommended for the trees and should be accomplished at regular three to four week intervals during the period of May 1st through October 31st. Irrigation is to be applied at or about the 'drip line' in an amount sufficient to supply approximately fifteen (15) gallons of water for each inch in trunk diameter.

Irrigation can be provided by means of a soil needle, 'soaker' or permeable hose. When using 'soaker' or permeable hoses, water is to be run at low pressure, avoiding runoff/puddling, allowing the needed moisture to penetrate the soil to feeder root depths.

Mulch

Mulching with wood chips (maximum depth 3") within tree environments (outer foliar perimeter) will lessen moisture evaporation from soil, protect and encourage adventitious roots and minimize possible soil compaction.

Inspection

Periodic inspections by the **Site Arborist** are recommended during construction activities, particularly as trees are impacted by trenching/grading operations.

Inspections at approximate four (4) week intervals would be sufficient to assess and monitor the effectiveness of the Tree Preservation Plan and to provide recommendations for any additional care or treatment.

All written material appearing herein constitutes original and unpublished work of the Arborist and may not be duplicated, used or disclosed without written consent of the Arborist.

We thank you for this opportunity to be of assistance in your tree preservation concerns.

Should you have any questions, or if we may be of further assistance in these concerns, kindly contact our office at any time.

Very truly yours,

McCLENAHAN CONSULTING, LLC



By: **John H. McClenahan**
ISA Board Certified Master Arborist, WE-1476B
member, American Society of Consulting Arborists

JHMc: pm





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Fax (650) 854-1267

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ARBORIST DISCLOSURE STATEMENT

Arborists are tree specialists who use their education, knowledge, training and experience to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of the arborist, or seek additional advice.

Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways we do not fully understand. Conditions are often hidden within trees and below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise, remedial treatments, like a medicine, cannot be guaranteed.

Treatment, pruning, and removal of trees may involve considerations beyond the scope of the arborist's services such as property boundaries, property ownership, site lines, disputes between neighbors, landlord-tenant matters, etc. Arborists cannot take such issues into account unless complete and accurate information is given to the arborist. The person hiring the arborist accepts full responsibility for authorizing the recommended treatment or remedial measures.

Trees can be managed, but they cannot be controlled. To live near a tree is to accept some degree of risk. The only way to eliminate all risks is to eliminate all trees.

Arborist:

John H. McClenahan

Date:

January 4, 2013



Rogers, Thomas H

From: Flaherty, M Maria <m.maria.flaherty@lmco.com>
Sent: Thursday, May 29, 2014 6:43 AM
To: Rogers, Thomas H
Cc: Fenton, Jeff
Subject: RE: Re: EXTERNAL: Re: 955 Sherman Avenue use permit request

Hi

Hi Thomas,

I went to the city and reviewed the plans but you were not there. They would not let me take pictures of the plans to share with the neighbors.

I dont like the new plans and I dont like they want to cut the tree down from the front yard and replace it. That is a Dwight D Eisenhower tree that was planted 10 years ago on Memorial day and is now about 15 feet high being the only green tree in the front yard (4 others were planted on our street from saplings).

They did not keep the garage in the back as all the houses on that side of the street even the two stories both have kept their garages in the back.

When are they going before the commission for the use permit? I would like to attend.

Maria Flaherty
1050 Sherman Ave



Rogers, Thomas H

From: Maria Flaherty <m.maria.flaherty@sbcglobal.net>
Sent: Thursday, May 29, 2014 5:34 PM
To: Rogers, Thomas H; Fenton, Jeff
Cc: 'burke@burkeculligan.com'; 'mrpixel@gmail.com'; Lafrance, Ron J; Hilario, Eleonor V; Murphy, Justin I C; robconlon14@hotmail.com; 'asmith@altera.com'; Dan Smith (dan@sportvelo.com); fcp; Burke2 Culligan (burke.culligan@gmail.com)
Subject: Re: 955 Sherman Avenue use permit request
Attachments: Sherman_Ave.pdf

Hi Thomas,
thank you for the quick response. The 4 houses on my side of the street are all very substandard with the back yards not being square but on a right angle due to Santa Cruz so it was not possible for the garages to be detached in the back on the 4 lots.

The Citrons are not going to live in the house but sell it for the most money they can make and put the largest out of character house on the lot. I would hope the plans are revisited to have the garage detached in the back and the tree in the front yard in this picture to remain.

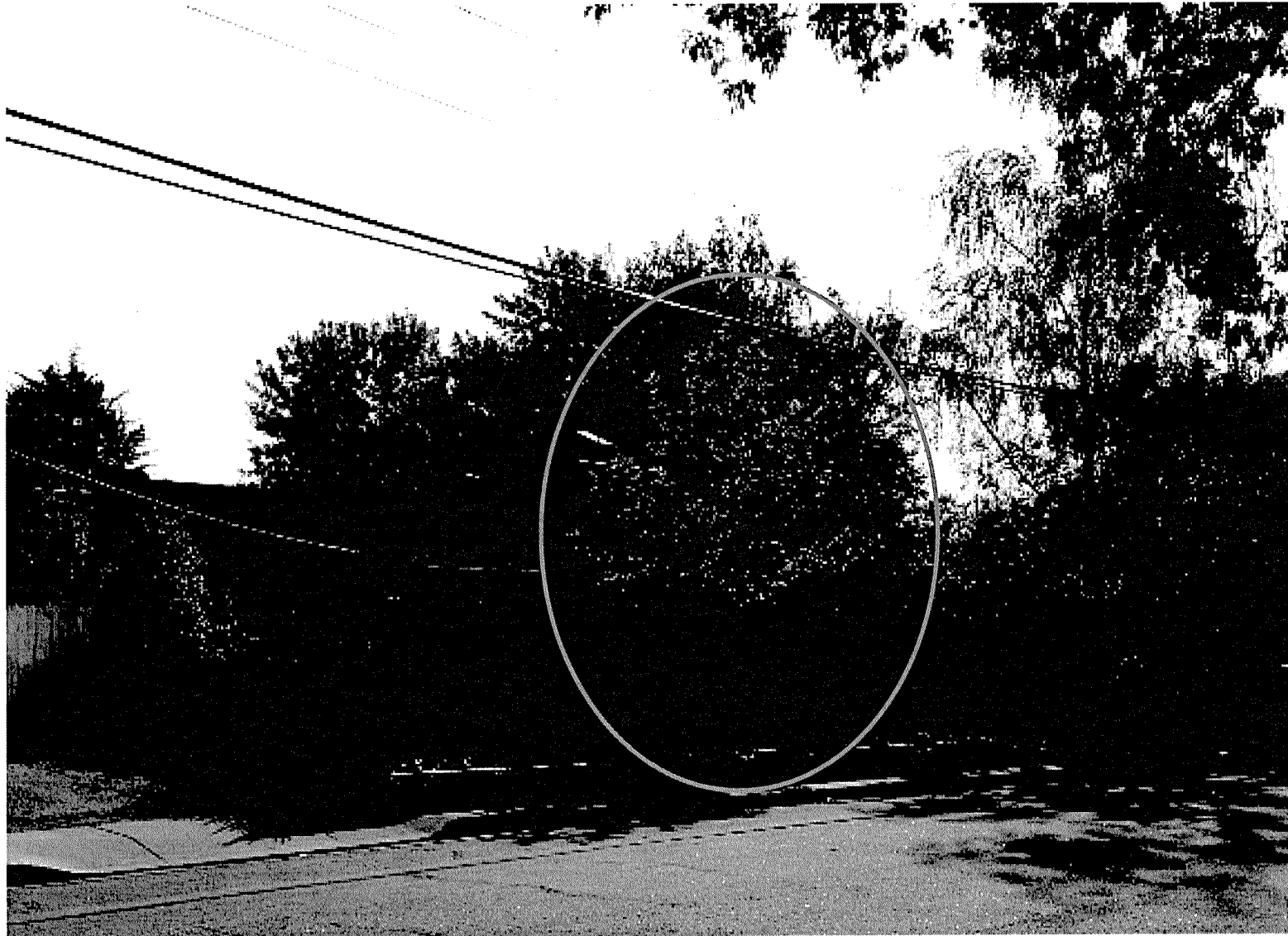
I also attached a picture of the project house in its current blighted condition, the 2 story right next to it, the two other 2 stories on the same side of the street for staff to have at the Use permit review that I definitely plan to attend. The plans do nothing to enhance our neighborhood and in fact will have a sore thumb new house sticking out in the middle.

I have lived on the street over 20 years and no one else has purchased a home on the street and without a permit started demolition. How was this addressed? A stop notice was put on the house and no further penalties assessed just a fence up. Why does the city feel at this time then they will rewarding the applicant with out revisions to the plans per the neighbors request is acceptable.

Sincerely,

Maria

Project House with established Dwight D Eisenhower Ash tree



E3

2 story to the right of project



E4

2 story, 2 houses away



ES

2 story two left of project house

E6



Rogers, Thomas H

From: Fenton, Jeff <jeff.fenton@lmco.com>
Sent: Thursday, May 29, 2014 10:50 AM
To: Rogers, Thomas H
Cc: 'burke@burkeculligan.com'; 'mrpixel@gmail.com'; Lafrance, Ron J; Hilario, Eleanor V; Murphy, Justin I C; robconlon14@hotmail.com; 'asmith@altera.com'; 'm.maria.flaherty@sbcglobal.net'; Dan Smith (dan@sportvelo.com); fcp; Burke2 Culligan (burke.culligan@gmail.com)
Subject: RE: 955 Sherman Avenue use permit request
Importance: High

Dear Mr. Rogers:

Most of us nearby on Sherman Ave. have looked at the revised plans, which are almost exactly the same as the original 2011 plans. The proposed house is still overly large, indeed overwhelming, in contrast with the character of the homes on that side of the block.

I looked at the flow diagram in the document, "When Is a Use Permit Needed to Build on a Single-Family Lot?" (<http://www.menlopark.org/DocumentCenter/Home/View/258>). The lot size, 5,500 sq. ft., is substandard for the zone (R-1-U). A New two-story house would require a Use Permit. A second-story addition of more than 50 % of the existing floor area would also require a Use Permit. I mention "addition" because the owner might propose demolishing the house except for leaving one wall standing, and try to call the new structure an "addition." While I don't know the letter of the law on this, it would certainly be contrary to the spirit of the zoning ordinance. The proposed structure is in all practical respects—design, style, size, functionality, meeting current safety codes—a NEW house, and we request that you consider it a new house. Even if the proposal were considered an "addition," the existing floor area is 1,366 sq. ft. (1,125 plus the existing 241-sq. ft. garage), and this is less than half of the proposed 2,799 (including garage), so it would be an over-50 % "addition" and still would require a Use Permit. The owner could reduce the total square footage slightly (by about 60 – 70 sq. ft.) and come in just slightly under the 50 % threshold for added square footage. The resulting design, with an integral, front-located garage, would still be overbearing. This is why it is critical to consider the proposal a NEW house.

We request that you work with the owner to bring about a resolution that would address our concerns. A detached, one-car or two-car garage at the rear, in character with the other houses on that side of the street, would be a good start. If the owner insists on proceeding with a design requiring a Use Permit, please keep us informed on the status and let us know when the Planning Commission would hold a hearing on the permit application. We want to speak to the Commission at that time.

I am also copying here the note Maria Flaherty sent you this morning. She has noted her additional concern about cutting down a significant tree in the front yard:

Hi Thomas,

I went to the city and reviewed the plans but you were not there. They would not let me take pictures of the plans to share with the neighbors.

I dont like the new plans and I dont like they want to cut the tree down from the front yard and replace it. That is a Dwight D Eisenhower tree that was planted 10 years ago on Memorial day and is now about 15 feet high being the only green tree in the front yard (4 others were planted on our street from saplings).

They did not keep the garage in the back as all the houses on that side of the street even the two stories both have kept their garages in the back.

When are they going before the commission for the use permit? I would like to attend.

Maria Flaherty
1050 Sherman Ave

Sincerely,

Jeffrey Fenton



Rogers, Thomas H

From: Leigh <mrpixel@gmail.com>
Sent: Tuesday, July 15, 2014 12:04 AM
To: Rogers, Thomas H
Cc: L. Peck; fcp
Subject: Problems with proposed house for 955 Sherman Ave
Attachments: aerial_Jun2014.jpg

Hello Thomas .. Let this email letter to the Planning Commission supersede all previous emails.
Thank you

Leigh

=====
Dear Planning Commission:

The house proposed for 955 Sherman Ave is too big, invades our privacy, and is out of character for the neighborhood.

Specific issues:

1. The house is too big for the street, especially the second story, which invades the privacy of the adjacent neighbors and will stick out. In contrast to the current second stories, which are set back almost 20' from the front of each house, which in turn are set back an extra 5' from the front setback (see attached photo; the 2nd stories cast a shadow on the roofs near the ridgeline of the one story houses), the proposed second story will be only about 5' from the front setback. The second story and house will protrude in front, and look huge. In back the second story will protrude about 15' farther back than any second story in the vicinity.
2. The west window of bedroom #3 looks into our upstairs bathroom and will invade our privacy. Bedroom #3 already has three other windows and does not need the 4th window on the west side. Our hedges are too short to provide screening.
3. Both windows of bedroom #2 focuses on our backyard. Please move them away from the corner so they focus elsewhere. Also, that corner of the house is the only place where the windows are located in the corner, which is inconsistent with the rest of the house.
4. In the latest version of the plans, the Citrons added two more windows to an upstairs hall on the west side elevation, plus a skylight above. We object to additional second story windows facing our yard; the original plans were bad enough. The skylight should make the area bright, so no windows are needed. If the Citrons insist on windows, please require them to be clerestory windows with sills no lower than 6 ft.
5. We do NOT want the fence between 955 and 975 Sherman Ave rebuilt. The current fence is in good condition and we do not see any reason to replace or "rebuild" it. The current fence style, an alternating board "good neighbor" fence, matches the fence around the rest of our yard. The fences around our yard were stained at the same time and match. If the owner insists on replacing the fence at their expense:
 - a. The fence should be same alternating board "good neighbor" fence so that it matches the current one.

b. The fence should be built to allow the tree trunks to straddle the two yards. The current fence is constructed this way.

c. The trees should be protected from damage when the fence is replaced.

6. Five mature trees (2 in our front yard and 3 in our back yard) along the shared lot line are missing from the plans and need to be added to the plans and protected. Some backyard trees have trunks straddling the lot line and need special protection.

7. Please make sure the proposed Strawberry trees in the backyard will grow to at least 18' tall (955 Sherman is at a higher elevation and the first floor has 9' ceilings) and are NOT a compact variety. Sunset Western Garden says:
<http://www.sunset.com/garden/flowers-plants/jewels-of-fall-garden> "Strawberry tree (Arbutus unedo). ... compact varieties reach only 5 to 8 feet tall." Strawberry trees are slow growing and our trees are deciduous, so planting mature trees to provide screening from Oct-Mar would help reduce the privacy invasion. Please ensure that the trees are planted close enough to form a continuous screen.

8. Keep the garage in the backyard. Locating the garage in front will reduce privacy between backyards. The backyard garages help create privacy between neighbors, both visually from the first and second floors, and in terms of reducing sound between backyards.

Thank you,
The Pecks



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF AUGUST 4, 2014
AGENDA ITEM F1 AND G1
EIR SCOPING SESSION AND STUDY SESSION

| | | | |
|--------------------------|---|--|--|
| LOCATION: | 1300 El Camino Real | APPLICANT AND PROPERTY OWNER: | Greenheart Land Company |
| EXISTING USE: | Vacant and Commercial | APPLICATIONS: | Architectural Control, Parcel Map and/or Related Property Line/Right-of-Way Actions, Heritage Tree Removal Permits, Below Market Rate (BMR) Housing Agreement, Environmental Review |
| PROPOSED USE: | Non-Medical Office, Residential, and Retail/Restaurant | | |
| ZONING: | SP-ECR/D (El Camino Real/Downtown Specific Plan) | GENERAL PLAN DESIGNATION: | El Camino Real/Downtown Specific Plan |

PROPOSAL

The applicant, Greenheart Land Company, is proposing to redevelop a 6.4-acre site on El Camino Real and Oak Grove Avenue with up to 210,000 square feet of commercial uses and up to 220 dwelling units. The proposal requires approval of Architectural Control for the new buildings, including a Public Benefit Bonus to exceed the Base level Floor Area Ratio (FAR), dwelling unit/acre, and height thresholds. As part of the project, approximately 37 heritage trees are proposed for removal. The proposal would also require changes to the current property and right-of-way lines.

The August 4, 2014 meeting will serve as an Environmental Impact Report (EIR) scoping session as well as a study session, and represents a very preliminary phase of the project review. The proposal will require more analysis and additional public meetings prior to any potential action.

BACKGROUND

Greenheart Land Company (“Greenheart”) is proposing to redevelop a multi-acre site on El Camino Real and Oak Grove Avenue with up to 210,000 square feet of non-residential uses and up to 220 dwelling units. The project site consists of 15 legal parcels (11 assessor’s parcels) addressed 1258-1300 El Camino Real, 550-580 Oak Grove Avenue, and 540-570 Derry Lane. A location map is included as Attachment A. Conceptual project plans and a project description letter are included as Attachments B and C, respectively.

The project site fully encompasses the sites of two earlier development proposals from different applicants:

- 1300 El Camino Real Project – Sand Hill Property Company (“Sand Hill 1300 ECR”)
- Derry Lane Mixed-Use Development – O’Brien Group (“O’Brien Derry Lane”)

In addition, the current proposal includes a parcel at 1258 El Camino Real, which was not part of either of the earlier development proposals. The total site would be approximately 6.4 acres in size, after the proposed abandonment of Derry Lane, and dedication of a planned extension of Garwood Way and a partial widening of the Oak Grove Avenue right-of-way.

The project site is within the El Camino Real/Downtown Specific Plan (“Specific Plan”) area. The overall intent of the Specific Plan is to preserve and enhance community life, character and vitality through public space improvements, mixed-use infill projects sensitive to the small-town character of Menlo Park, and improved connectivity. The Specific Plan reflects the outcome of an extensive community outreach and engagement process, which took place between 2007 and 2012.

The Specific Plan process included the preparation of a program-level Environmental Impact Report (EIR), to consider the impacts of development throughout the Specific Plan area, in accordance with California Environmental Quality Act (CEQA) guidelines. When the Specific Plan EIR process originally commenced, the applicants for Sand Hill 1300 ECR and O’Brien Derry Lane stated that these projects would continue their independent and previously-initiated project and environmental review processes. As such, both were considered “background” development for the purposes of the Specific Plan EIR, which meant that the impacts of these and other proposals were fully considered alongside any Specific Plan impacts as part of the required cumulative analysis. While the O’Brien Derry Lane project was ultimately abandoned without comprehensive project/CEQA approvals, the Sand Hill 1300 ECR proposal was approved (including a project-level EIR), prior to the Specific Plan approvals.

Under the Permit Streamlining Act, the City has an obligation to review and process development applications. Since the submittal of the initial project application by Greenheart, a ballot initiative was submitted to modify elements of the Specific Plan. At

the July 15, 2014 City Council meeting, the Council conducted the following actions regarding the initiative measure:

1. Approved a resolution accepting the certification of the City Clerk as to the sufficiency of the initiative petition;
2. Received a report from an independent consultant, featuring an analysis of potential impacts of the initiative petition; and
3. Adopted a resolution calling and giving notice of a municipal election to be held on November 4, 2014, including the initiative measure.

The project sponsor is aware that the ballot measure, if approved, would affect the project as currently proposed, but has requested that the project continue to be reviewed at this time.

EIR SCOPING

Initial Environmental Review

The proposal requires consideration under CEQA. As noted in the Specific Plan EIR (page 1-3), the program EIR may be used to evaluate individual development proposals, with projects typically anticipated to fall into one of the following categories:

- Smaller buildings/additions may be categorically exempt under Class 1 or other provisions of the CEQA Guidelines, and no further review needs to be done;
- Projects that are not categorically exempt will be required to complete an Initial Study to determine if all potential impacts were reviewed in the Specific Plan EIR; and
- If the Initial Study identifies any impacts that were not analyzed in the Specific Plan EIR, then either a Mitigated Negative Declaration or a project-level EIR will be prepared, depending on whether all of the new impacts can be mitigated.

In addition, all projects must incorporate feasible mitigation measures included in the Specific Plan Mitigation Monitoring and Reporting Program (MMRP).

Since the submittal of the initial application for the Greenheart proposal, staff has focused on determining the applicable CEQA review process, assisted by an independent consulting firm (ICF International) that has extensive experience working with the City on CEQA-related projects. The Greenheart proposal has a number of unique characteristics, including the fact that separate developments had recently been proposed and/or approved on the project site, as well as the fact that the project would include changes to roadways (i.e., connection of Garwood Way to Oak Grove Avenue and the alignment to Merrill Street). As a result of these and other factors, staff and the consultant have determined that the proposal has the potential for impacts not previously analyzed in the Specific Plan EIR, and thus requires preparation of a project-level EIR.

As noted above, the need for additional project-level CEQA analysis is described as one of several typical outcomes of the Specific Plan EIR. The CEQA review process is unique for each proposal, depending on its attributes, and this determination for the Greenheart proposal does not necessarily indicate that a similar process will be required for any other proposal.

Scoping Session

The August 4, 2014 Planning Commission meeting will serve as a scoping session for the EIR. The scoping session is part of the EIR process, during which the City solicits input from the Planning Commission, agencies, organizations, and the public on specific topics that they feel should be addressed in the environmental analysis. The Notice of Preparation (NOP) is included as Attachment D. The NOP is supported by an Infill Environmental Checklist, which describes in detail which topic areas were adequately reviewed in the Specific Plan EIR, and which require additional analysis and discussion. Due to its length, the Infill Environmental Checklist is not attached to this report, but it is available for review at City offices and on the project page's CEQA subpage (<http://www.menlopark.org/833/CEQA>), and is also being distributed in hard copy form to the Planning Commission.

Verbal comments received during the scoping session and written comments received during the NOP comment period (from July 14, 2014 through August 13, 2014) on the scope of the environmental review will be considered while preparing the Draft EIR. NOP comments will not be responded to individually; however, all written comments on the NOP will be included in an appendix of the Draft EIR, and a summary of all comments received (both written and verbal) on the NOP will be included in the body of the Draft EIR.

Based on the project description included in the NOP and the Infill Environmental Checklist, the EIR will analyze whether the proposed project would have significant environmental effects in the areas of:

- **Air Quality (construction):** Most air quality topics were adequately addressed in the Specific Plan EIR. However, due to the site's location, size, and relatively lengthy construction schedule, the EIR will quantify construction and demolition-related emissions and contain a health risk assessment (HRA) that evaluates potential health risks to existing sensitive receptors from toxic air contaminants (TACs).
- **Hazards and Hazardous Materials:** The Specific Plan EIR establishes detailed mitigation measures and procedures to address the majority of potential hazardous materials issues. However, because this site has an active Department of Toxic Substances Control (DTSC) remediation case that derives from a former dry cleaning business that operated at 570 Derry Lane, the topic has been identified for further environmental review in the EIR.

- **Noise (traffic noise):** As a result of the need to conduct additional traffic analysis (see below), the associated traffic noise will also be the subject of additional review.
- **Transportation and Traffic:** Due to the unique relationship of the previous developments proposed and/or approved on the project site to the Specific Plan EIR, and the current project's proposed changes to roadways, a Transportation Impact Analysis (TIA) will be prepared. The NOP specifies the specific intersections and roadway segments that will be analyzed.

As described in more detail in the Infill Environmental Checklist, the following topics will be scoped out of the EIR, since they have been adequately addressed in the Specific Plan EIR:

- Aesthetics
- Agricultural/Forestry Resources
- Air Quality (operational)
- Biological Resources
- Cultural Resources
- Geology and Soils
- Greenhouse Gas Emissions
- Hydrology/Water Quality
- Land Use
- Mineral Resources
- Noise (all but traffic noise)
- Population and Housing
- Public Services
- Utilities

The EIR will also evaluate a reasonable range of alternatives to the project that would achieve most of the basic objectives of the project, but would avoid or reduce the project's significant environmental effects.

CORRESPONDENCE

Staff has not yet received any comments in response to the NOP.

STUDY SESSION

The August 4, 2014 Planning Commission meeting will also serve as a preliminary study session to review the project proposal. This is an initial opportunity for the Planning Commission and the public to become more familiar with the project, and to potentially ask questions about topics such as the conceptual building design or site layout.

Site Location

The project site is generally bound by residential and commercial development along Glenwood Avenue to the north, the Caltrain and Garwood Way right-of-ways to the east, Oak Grove Avenue to the south and El Camino Real to the west (for descriptive purposes, true northwest is project north with El Camino Real running in a north-south direction and Oak Grove Avenue running in an east-west direction). Regional access includes US 101, approximately 1.6 miles to the east, and State Route (SR) 82 (El Camino Real), which is adjacent to the project site to the west. In addition, the Menlo Park Caltrain Station is less than 300 feet south of the project site, between Alma Street and El Camino Real, providing daily service between San Francisco to Gilroy. Garwood Way connects to Glenwood Avenue and currently terminates along the eastern edge of the project site.

Neighboring land uses include a former assisted living facility to the north, which is in the process of being converted into a hotel; single- and multi-family residential units east of the Caltrain right-of-way; the Menlo Park Caltrain Station and mixed-use development (including residential units) south of Oak Grove Avenue; and the El Camino Real commercial corridor to the west. The northeast corner of El Camino Real/Oak Grove Avenue, immediately adjacent to the project site, includes a Chevron gas station and a restaurant/cafe. Downtown Menlo Park is approximately 0.1 mile southwest of the project site. In total, the project site contains seven existing buildings, totaling approximately 25,800 square feet. In addition, the project site currently includes parking, pavement, and limited vegetative features.

The entire project site is within the Specific Plan's El Camino Real Northeast – Residential (ECR NE-R) District. The ECR NE-R District is located in the "El Camino Real Mixed Use – Residential" General Plan land use designation, which supports a variety of retail uses, personal services, business and professional offices, and residential uses. The ECR NE-R District permits higher residential densities, in recognition of its location near the train station area and downtown.

Project Description

The project would demolish the existing structures in the southern portion of the site and construct approximately 420,000 square feet of mixed uses. In total, the project would include three mixed-use buildings, a surface parking lot, underground parking garages, onsite linkages, and landscaping. A breakdown of uses at the project site is provided on the following page.

| <u>Residential Building</u> | |
|--|-------------------|
| Apartments (up to 220) | 203,000 sf |
| Retail/Restaurant | 7,000 sf |
| Total | 210,000 sf |
| <u>Office Buildings</u> | |
| Non-Medical Office | 188,000 sf |
| “Flex” Space (Non-Medical Office or Retail/Restaurant) | 22,000 sf |
| Total | 210,000 sf |

The project would provide approximately 1,145 parking spaces, primarily underground. After street abandonment and dedication actions under the project, the total site area would consist of approximately 6.4 acres.

The project would be consistent with the allowed development in the ECR NE-R District with a Public Benefit Bonus. The permitted Floor Area Ratio (FAR) is 1.10, but with a Public Benefit Bonus the FAR can increase to 1.50. In either scenario, non-medical office is limited to no more than one-half the maximum FAR. The maximum height in the ECR NE-R district is 38 feet, although 48 feet is permitted with a Public Benefit Bonus. In either scenario, building facades cannot exceed a height of 38 feet. The project would be constructed at the maximum FAR and height as permitted with a Public Benefit Bonus. Up to 32 dwelling units per acre are allowed at the project site, but this can rise to 50 units per acre with a Public Benefit Bonus. The project would develop at an intensity of approximately 34.4 units per acre, and as such a Public Benefit Bonus would also be required for that element. All uses proposed under the project are permitted in the ECR NE-R District.

The Public Benefit Bonus allows additional development beyond the base intensity and height in exchange for extra public benefits. The Public Benefit Bonus would be expected to increase profits from development in exchange for providing additional benefits to the public. Potential examples of public benefits listed in the Specific Plan include publicly accessible open space, senior housing, additional affordable residential units, hotel facilities, preservation/reuse of historic resources, public parks/plazas, shuttle services, or a public amenity fund contribution. Public Benefit Bonuses require case-by-case discretionary review, and if the Planning Commission and/or City Council ultimately determine that the proposed benefits are not appropriate, a project can be required to be revised to the lower Base Level development standards.

Site Layout and Access

The project would require the demolition of the existing buildings at the project site and would entail the construction of three mixed-use buildings, a surface parking lot, underground parking garages, onsite linkages, and landscaping. The conceptual site plan is shown as part of Attachment B.

The buildings with the office components would be oriented in an east-west direction and would front onto El Camino Real. Both buildings would be three stories and would not exceed 48 feet in height (38 feet at the facades facing public rights-of-way). A plaza would be situated between the two buildings with landscaping, and outdoor dining areas. Each of these buildings would feature potential retail/restaurant space in the western frontages along El Camino Real. This would be “flex” space that could be either retail/restaurant or non-medical office at any particular time, depending on market interest and developer preference.

The building with the residential component would front along Oak Grove Avenue and Garwood Way. Plazas would be located between this building and the office building to the north and west, and at the corner of Oak Grove Avenue and Garwood Way. The building would also wrap around a private center courtyard area with a pool. Retail/restaurant space would be located along the ground floor of the Oak Grove Avenue street frontage. The residential building would consist of four stories and would not exceed 48 feet in height (38 feet at the facades facing public rights-of-way).

A public park would be located in the northeast corner of the project site adjacent to Garwood Way and the Caltrain right-of-way. The park would allow for public use and passive recreation.

The project site would be accessible from five driveways: two driveways from El Camino Real to serve the office and retail development and three driveways from Garwood Way to serve the office, retail, and residential uses. From El Camino Real, one driveway (closest to Oak Grove Avenue) would provide drop-off access to the office/retail buildings and possible valet service to the retail/restaurant flex space, while the other driveway (closest to Glenwood Avenue) would lead to underground parking. On Garwood Way, one driveway (closest to Oak Grove Avenue) would provide access to the underground parking garage for residential uses and the Oak Grove Avenue retail/restaurant space, while the driveway closest to Glenwood Avenue would lead to the underground parking for the office buildings. A third Garwood Way driveway (at the middle of the site) would allow egress/ingress to a surface parking lot and drop-off access for the office uses. The surface connection between El Camino Real and Garwood Way is intended for emergency access, although it could be occasionally opened for special events. At all other times, the connection would be closed, to allow the center area to function as usable outdoor space.

The project would include the completion of Garwood Way from the northeast edge of the project site to Oak Grove Avenue. This would connect Glenwood Avenue to the north with Oak Grove Avenue to the south and would allow additional access to the project site. The current Garwood Way plan line runs exactly parallel to the Caltrain right-of-way, which would create an off-center alignment with Merrill Street, on the opposite side of Oak Grove Avenue. For safety reasons, the Transportation Division has requested that the extended Garwood Way curve slightly, to align with Merrill Street and to increase the distance between the intersection and the Caltrain tracks. The applicant has conceptually agreed, and the current project plans show this alignment.

So that this safety-related change would not impact the parcel size more than the plan line would, a slight adjustment to the width of the new Garwood Way right-of-way (or another property line change) could be required. The Garwood Way extension would be constructed concurrently with the construction of the Project.

Trees and Landscaping

There are currently 37 heritage trees at the project site. Over 40 percent of the heritage trees are multi-stemmed Chinese trees of heaven that spread from root sprouts, creating a tree that meets the heritage tree definition, but in general is considered to have limited landscape value. Other tree species at the project site include blackwood acacia, African fern pine, Italian cypress, jacaranda, Canary Island date palm, coast live oaks, valley oaks, black locust, and coast redwoods. The project proposes to remove all of these trees. However, the conceptual landscape plan shows a minimum replacement of a two-to-one ratio. There are currently 19 street trees along the El Camino Real and Oak Grove Avenue frontages that are projected to remain with implementation of the Project. All proposed tree removals and construction effects will be subject to detailed review as the project review proceeds.

Required Actions

The following discretionary approvals by the City would be required prior to development at the project site:

- **Environmental Review:** Certification of the environmental review and approval of applicable mitigation measures;
- **Architectural Control Review:** Detailed design review, including consideration of a Public Benefit Bonus; to date, the applicant has not requested a Development Agreement;
- **Parcel Map and/or Related Property Line/ROW Actions:** The existing parcels would need to be merged/adjusted to permit the proposed construction, which can be accomplished through a number of mechanisms; in addition, the abandonment of Derry Lane and dedication of the Garwood Way extension would require similar/additional actions;
- **Heritage Tree Removal Permits:** A tree removal permit would be required for each heritage tree proposed for removal per Municipal Code Section 13.24.040; and
- **Below Market Rate (BMR) Housing Agreement:** A BMR Housing Agreement would be required for the Project's compliance with the City's Below Market Rate Housing Program, as outlined in Chapter 16.96 of the Municipal Code. BMR compliance can take several forms, although the applicant has proposed to meet the requirement through the provision of on-site units, which is generally the preferred option.

During the project review process, there will be numerous discussion points and potential for project refinements.

PROJECT REVIEW PROCESS

Following the August 4, 2014 scoping session and study session, the City Council will review and act on the EIR consultant contract (tentatively scheduled as a consent calendar item). Following the EIR contract approval, the project will focus on the CEQA analysis, which requires dedicated staff and consultant time. Substantive public review of the proposal will likely not occur until early 2015. The staff report for the EIR Contract Approval will include a proposed schedule for the project's review process.

ENVIRONMENTAL REVIEW

An EIR will be prepared for the project. The NOP for the EIR was released July 14, 2014, with comments requested by August 13, 2014. The NOP, included as Attachment D, is also available online on the City's website (<http://www.menlopark.org/DocumentCenter/View/4636>) and at the Community Development Department during regular business hours. The City requests that written comments on the NOP be sent to the following address: Thomas Rogers, Senior Planner, City of Menlo Park Community Development Department, Planning Division, 701 Laurel Street, Menlo Park, CA, 94025. Comments may also be submitted via email to: throgers@menlopark.org

Following the release of the Draft EIR, a public hearing will be held by the Planning Commission to provide an opportunity for the Commission, agencies, organizations and members of the public to provide verbal comments on the Draft EIR. Written comments on the Draft EIR will also be solicited at this time. Comments will then be addressed as part of the Final EIR, which would be reviewed at a subsequent meeting.

RECOMMENDED MEETING REVIEW PROCEDURE

Agenda Item F1

1. Introduction by the City's Consultant Explaining the Role of the Scoping Session
2. Commission Questions on EIR Scope
3. Public Comment on EIR Scope
4. Commission Comments on EIR Scope
5. Close the Scoping Session

Agenda Item G1

6. Project Introduction by City Staff
7. Project Presentation by Applicant
8. Commission Questions on Project Proposal
9. Public Comment on Project Proposal
10. Commission Comments on Project Proposal

Report prepared by:
Thomas Rogers
Senior Planner

Report reviewed by:
Justin Murphy
Development Services Manager

PUBLIC NOTICE

Public notification consisted of publishing a notice in the local newspaper and notification by mail of owners and occupants in the area within a quarter-mile of the project site. In addition, the 1300 El Camino Real project page is available at the following web address: <http://www.menlopark.org/732/1300-El-Camino-Real>. This page provides up-to-date information about the project, allowing interested parties to stay informed of its progress.

ATTACHMENTS

- A. Location Map
- B. Conceptual Project Plans
- C. Project Description Letter
- D. Notice of Preparation, dated July 14, 2014

AVAILABLE FOR REVIEW AT CITY OFFICES AND ON THE PROJECT WEB PAGE

- [1300 El Camino Real Greenheart Project Infill Environmental Checklist](#) - dated July 2014

EXHIBITS TO BE PROVIDED AT MEETING

None

V:\STAFFRPT\PC\2014\080414 - 1300 El Camino Real - Scoping and Study Session.doc



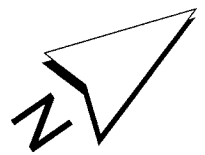
**PROJECT
LOCATION**

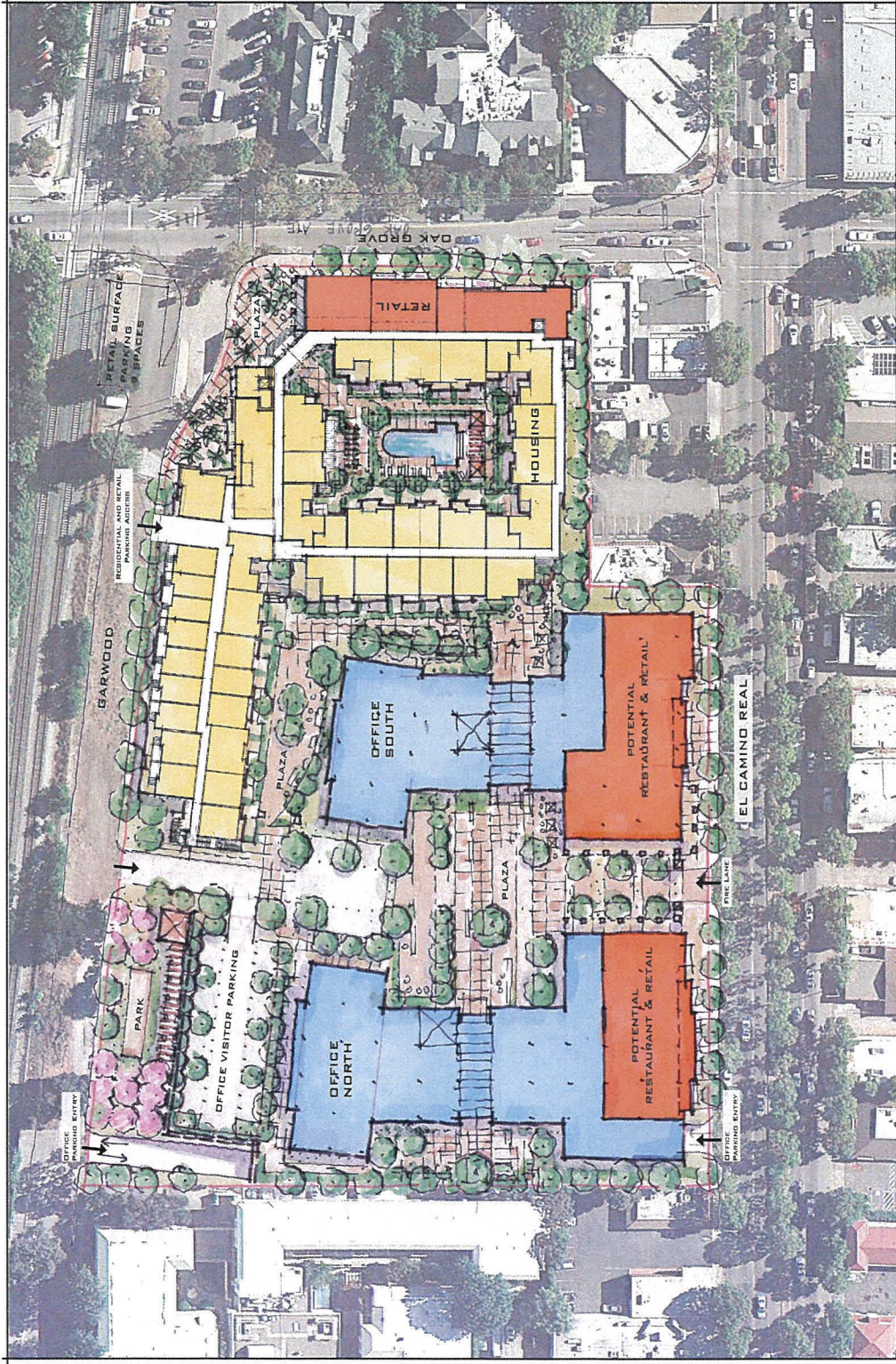
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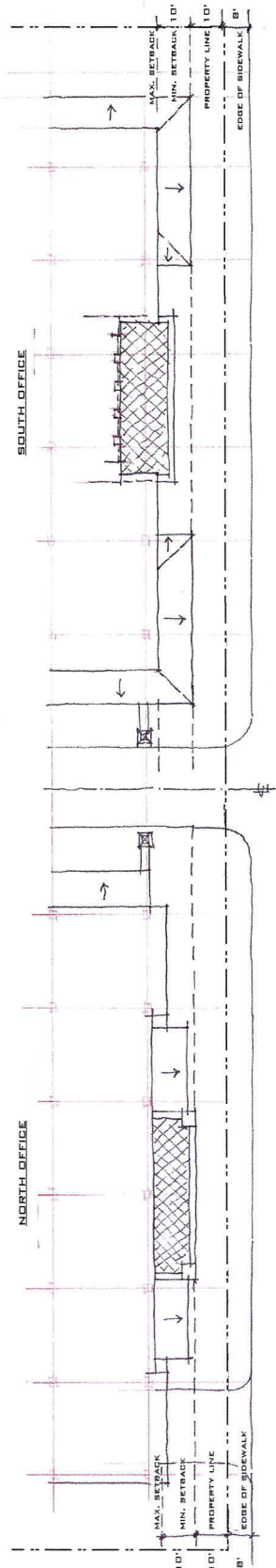
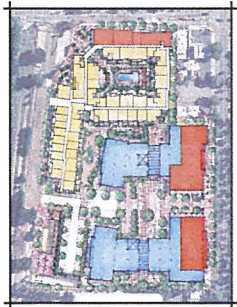
-  O'Brien Derry Lane
-  Sand Hill 1300 ECR
-  1258 El Camino Real
-  Other Parcels



CITY OF MENLO PARK
LOCATION MAP
1300 EL CAMINO REAL

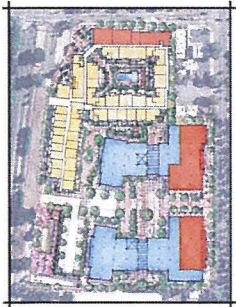






B2





B3



1300 EL CAMINO REAL

Menlo Park, California

Office at El Camino

Greenheart Land Co.

Date: 07/29/2014

Project No.: 12060

BAR architects

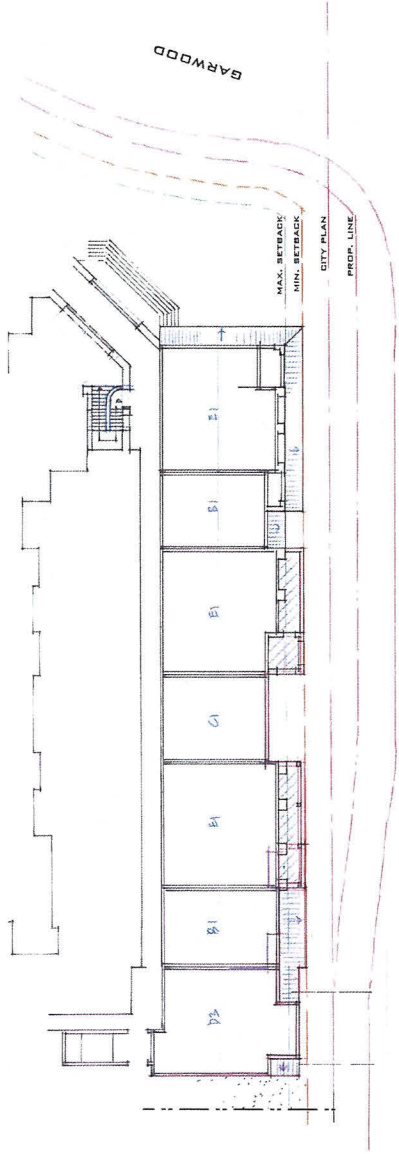
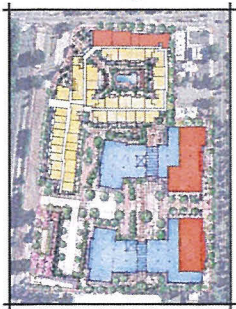


Oak Grove Retail Site Plan

Greenheart Land Co.

Date: 07/29/2014

BAR architects



OAK GROVE

SECOND THRU FOURTH FLOOR RESIDENTIAL UNITS

BS



0 16' 32'

1300 EL CAMINO REAL

Menlo Park, California

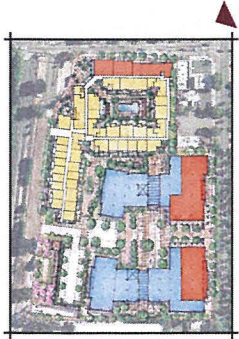
Mixed-Use Elevation at Oak Grove

Greenheart Land Co.

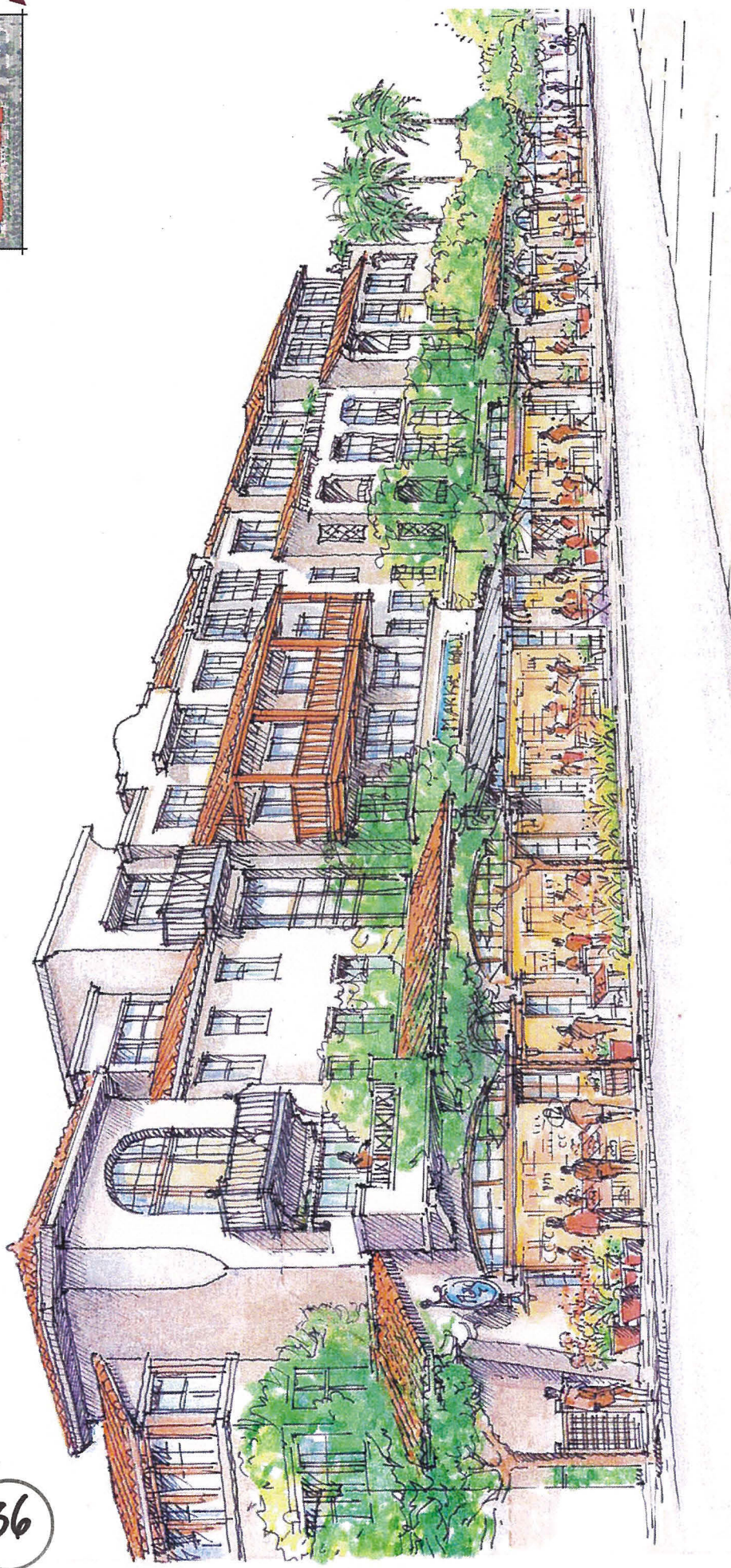
Date: 07/29/2014

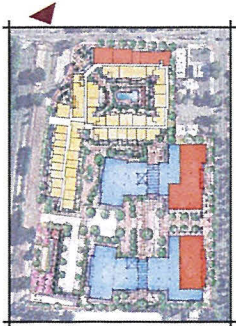
Project No.: 12560

BAR architects



B6





B7



1300 EL CAMINO REAL
Menlo Park, California

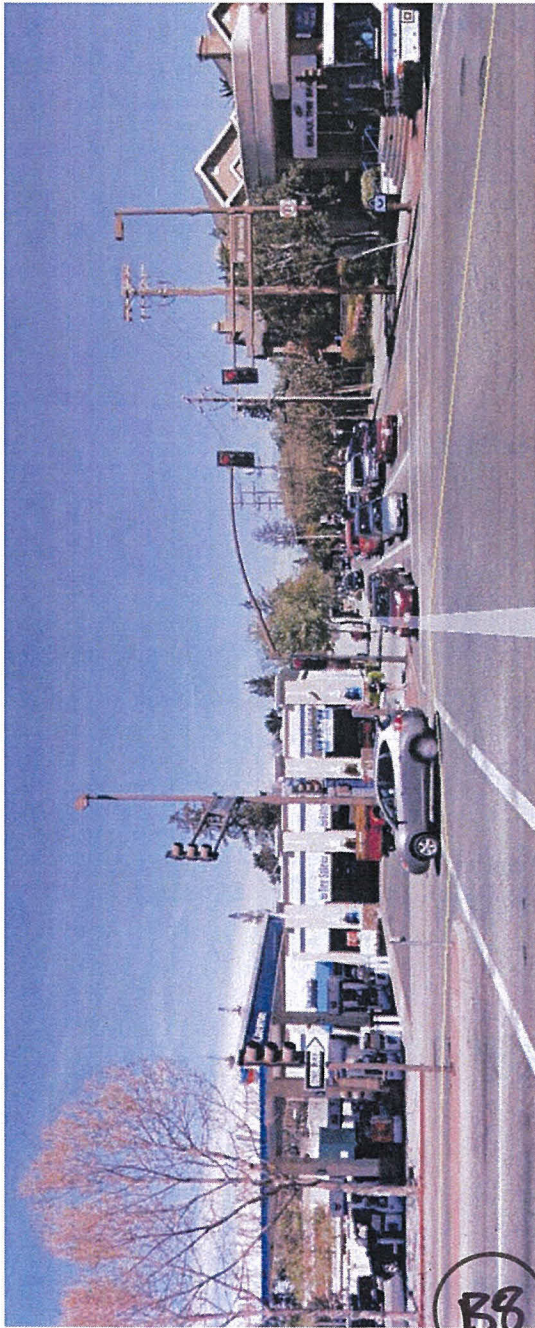
View from Oak Grove & Garwood Way

Greenheart Land Co.

Date: 07/29/2014

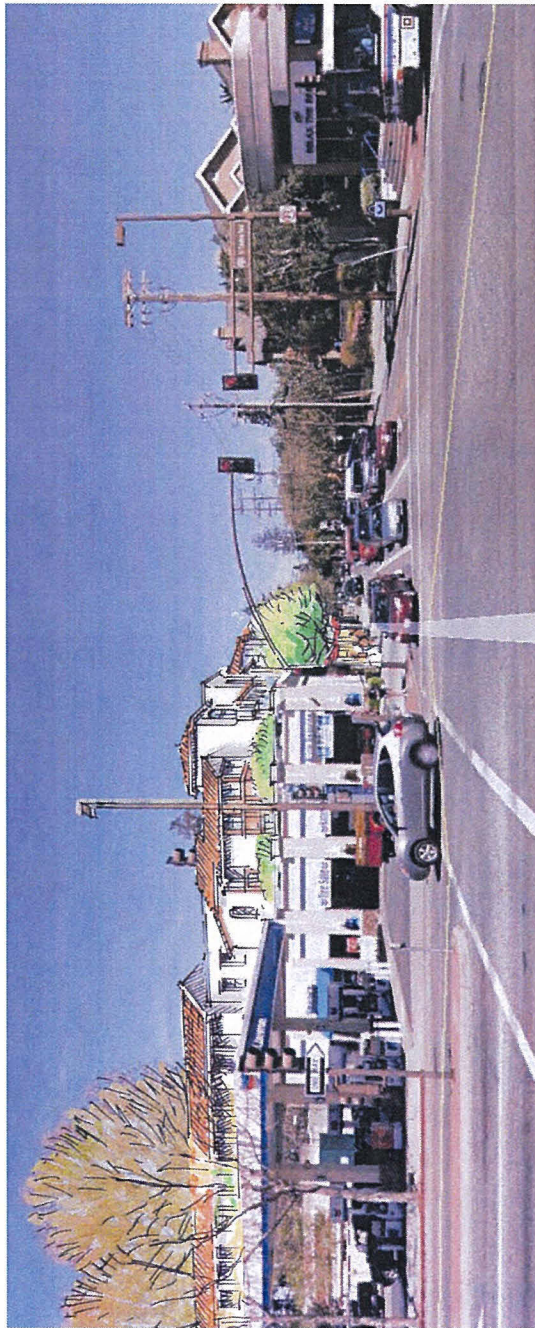
Project No.: 12060

BAR architects



B8

BEFORE



AFTER

1300 EL CAMINO REAL
Menlo Park, California

Visual Impact Study

Greenheart Land Co.

Date: 07/29/2014

Project No.: 12060

BAR architects

PROJECT DESCRIPTION

1300 El Camino Real

Introduction

Greenheart Land Co. proposes to develop a transit oriented, mixed-use development at the 1300 El Camino Real/Derry site (1300 ECR). The development will include retail, residential, and office uses, as well as plazas and open spaces. Most parking will be underground, and site access and egress will be via three public streets.

1300 ECR will invite public use and take full advantage of its proximity to the CalTrain station. The goal is to create centers of activity that will serve the community, residents, and daytime users. 1300 ECR will offer the daytime population (office users) and evening population (residents) needed to invigorate the downtown, nearby and on-site retail areas.

The design of the buildings will draw from the Spanish Eclectic style as interpreted by Pedro de Lemos at Allied Arts and Ramona Street and as reinterpreted at the well-regarded 1600 ECR office building in Menlo Park.

1300 ECR will be a public benefit development with a floor area ratio (FAR) of 150%. The maximum building height will be 48 ft. with façade heights not exceeding 38 ft. (For reference, the heights of the building elements at the condominiums at Merrill and Oak Grove, across the street from the 1300 ECR apartments are 42 ft. to 46 ft.) The development will conform to all the design standards and regulations set forth in the Specific Plan. The numerical parameters of 1300 ECR are presented in the accompanying Fact Sheet.

Circulation and Parking

Garwood will be extended to connect Glenwood and Oak Grove and will be aligned with Merrill at Oak Grove to facilitate through traffic. This extension of Garwood will provide the missing link between Encinal and Ravenswood and thereby improve access to downtown and the CalTrain station for bicyclists and pedestrians.

Parking will primarily be underground with two access points on Garwood and one on El Camino Real (ECR). This will result in the distribution of the site access and egress between ECR, Glenwood, and Oak Grove, with the use of ECR not mandatory. Of the approximately 1,145 parking spaces, about 50 will be surface parking at the rear of the site for visitor convenience.

Plazas and Open Space

Underground parking allows the site to be opened-up to create plazas, gathering places, and other open space.



PROJECT DESCRIPTION

1300 El Camino Real

Garwood/Oak Grove Plaza: This will be a high activity area where outdoor restaurant dining, the main residential lobby, underground retail parking access and leasing office come together with the large archway entrance to the private courtyard bounding the west side. The plaza will face CalTrain station and bring additional activity to the station area.

Garwood Park: This linear park will soften the Garwood edge to the rear of the office buildings. It is intended for public use and passive recreation.

Public Office Plaza: The two “C” shaped buildings embrace a large plaza area for public as well as office tenant use, and is designed for outdoor restaurant dining, relaxation, informal gatherings, and so forth. It is envisioned to have the accouterments of a sheltered courtyard that will feature sitting areas, decorative paving, fountains, and landscaped outdoor “rooms”.

Other Open Spaces: The commercial and residential structures will be separated by broad landscaped areas that will provide not only a visual buffer, but places of retreat for quiet relaxation.

Retail

Space for potential retail use is provided at the first floor of the commercial building along ECR (about 22,000 sf.) and on the first floor of the residential building on Oak Grove (about 7,000 sf.). 1300 ECR is not ideal for retail, but retail uses will serve to bring the community to 1300 ECR and to integrate 1300 ECR into the community. The retail areas will have storefronts; however, if there is no market for appropriate retail, the spaces can be leased according to their respective office use.

Our goal is to have one or more quality restaurants on ECR that will use the office plaza dining area. Other ECR retail could vary from stores to personal services such as insurance, financial advisors, or real estate. Oak Grove is seen as a possible location for specialty foods and a casual restaurant at the Plaza.

Residential

There will be approximately 200 rental units. Of these, there will be 10 BMR units to satisfy city requirements for the office space. Rental units will provide housing that is much more affordable than condos or other “for sale” housing in Menlo Park and Palo Alto. The target market is young professionals, a demographic that is under represented in Menlo Park.

Most of the apartments will be studio and one-bedroom units (60%) and two-bedroom units (38%). The design and scale of the apartments (average size 825 sf.) and the amenities will cater to singles and couples.

PROJECT DESCRIPTION
1300 El Camino Real

The Oak Grove wing of the residential building will encircle a private courtyard that will include a pool set within a highly landscaped environment. The amenity area will be contiguous with the leasing office and will open onto the pool area, which will include an outdoor kitchen and areas for lounging and entertaining.

Residents will have access to the public open space described earlier, and most will have private decks or patios.

Office

Two high quality, Class A office buildings are designed to accommodate both tech users who prefer an open office layout, and professional office users who prefer private perimeter offices. The buildings will also meet the needs of large as well as small tenants.

On the public street facing facades, the third floor will be set back and feature decks. The ground floor offices will have doors that open onto the plaza to facilitate the indoor/outdoor experience, as well as active use of the plaza for gatherings and events.

**1300 El Camino Real
Summary Fact Sheet
31-Jul-14**

| Apartments | % | Avg Size |
|-------------------|-------------|-----------------|
| Studios | 5% | 500 |
| 1br/1ba | 55% | 700 |
| 2br/2ba | 37% | 1,025 |
| 3br/2ba | 3% | 1,600 |
| Total | 100% | 825 |

| Buildings | Size (SF) |
|----------------------------|------------------|
| Residential | |
| Apartments | 203,000 |
| Ground Floor Retail | 7,000 |
| Total | 210,000 |
| Commercial | |
| Office | 188,000 |
| Potential Retail or Office | 22,000 |
| Total | 210,000 |

| Parking | Rate | Spaces |
|----------------|-------------------|---------------|
| Retail | 6.00 per 1,000 sf | 174 |
| Office | 3.80 per 1,000 sf | 714 |
| Residential | 1.25 per Unit | 270 |
| Total | | 1,158 |
| | Underground | 1,108 |
| | Surface | 50 |

***Exact Parking requirements and supply subject to
ULI Shared Parking.***



**NOTICE OF PREPARATION
OF AN
ENVIRONMENTAL IMPACT REPORT
FOR THE
1300 EL CAMINO REAL GREENHEART PROJECT
CITY OF MENLO PARK
July 14, 2014**

Notice is hereby given that the City of Menlo Park will be the Lead Agency and will prepare an Infill Environmental Impact Report (EIR) for the 1300 El Camino Real Greenheart Project. An Appendix N: Infill Environmental Checklist (Checklist) has been prepared along with this Notice of Preparation (NOP), which scopes out several environmental topics from further review. The EIR will address the potential physical environmental effects for those environmental topics that have not been scoped out, as outlined in the California Environmental Quality Act (CEQA) and pursuant to Senate Bill (SB) 226, Streamlining for Infill Projects. The City is requesting comments on the Checklist as they relate to the scope and content of the EIR. The Checklist is available for review at the Community Development Department and online at:

www.menlopark.org/732/1300-El-Camino-Real

A Scoping Session will be held as part of the Planning Commission meeting on August 4, 2014 starting at 7:00 p.m. at the Menlo Park City Council Chambers located at 701 Laurel Street, Menlo Park, 94025. The Scoping Session is part of the EIR scoping process during which the City solicits input from the public and other agencies on specific topics that they believe should be addressed in the environmental analysis. Written comments on the Checklist and the scope of the EIR may also be sent to:

**Thomas Rogers, Senior Planner
City of Menlo Park
Community Development Department
Planning Division
701 Laurel Street
Menlo Park, CA 94025
throgers@menlopark.org
Phone: 650.330.6722
Fax: 650.327.1653**

Comments are requested within 30 days, or by August 13, 2014

PROJECT LOCATION AND EXISTING CONDITIONS: The proposed 6.4-acre Project site is located in the City of Menlo Park and is generally bound by residential and commercial development along Glenwood Avenue to the north, the Caltrain and Garwood Way right-of-ways to the east, Oak Grove Avenue to the south and El Camino Real to the west.¹ Downtown Menlo Park is approximately 0.1 mile southwest of the Project site. In total, the Project site contains seven existing buildings with approximately 25,800 square feet (sf) that front onto Derry Lane, Oak Grove Avenue, and El Camino Real. In addition, the Project site features parking areas, expansive pavement, and limited vegetative features. The Project site includes 11 individual parcels. The location of the Project site is depicted in Figure 1.

¹ For descriptive purposes, true northwest is Project north with El Camino Real running in a north-south direction and Oak Grove Avenue running in an east-west direction.



The Project site is located within the Menlo Park El Camino Real and Downtown Specific Plan (Specific Plan) area. The City has developed the Specific Plan to establish a framework for private and public improvements in the Plan area for the next 30 years. The Specific Plan addresses approximately 130 acres of land and focuses on the character and density of private infill development, the character and extent of enhanced public spaces, and circulation and connectivity improvements. On June 5, 2012, the City Council certified the Specific Plan Program EIR (Program EIR).

PROJECT DESCRIPTION: Greenheart Land Company (Project Sponsor) is proposing to redevelop the Project site into a mixed-use development. The Project would demolish the existing structures in the southern portion of the site and construct approximately 420,000 sf of mixed uses. In total, the Project would include three mixed-use buildings, a surface parking lot, underground parking garages (up to two levels deep), onsite linkages, and landscaping. The uses at the Project site would include a range of approximately 195,000 sf to 210,000 sf of non-medical office space in two buildings; approximately 203,000 sf to 210,000 sf of residential space (up to 220 housing units) in one building; and up to 22,000 sf of retail/restaurant space throughout the proposed office and residential buildings. The Project would provide 1,071 parking spaces within parking garages and a surface parking lot. The Project Sponsor's conceptual site plan is shown in Figure 2.

The two office buildings would be oriented in an east-west direction and would front onto El Camino Real. Both buildings would be three stories and would not exceed 48 feet in height. Each building would include approximately 105,000 sf of building area with lobbies, office spaces, and potential retail/restaurant space in the western frontages of the building along El Camino Real. A plaza would be situated between the two buildings with landscaping, water features, and outdoor dining areas. Together, the two office/retail buildings would not exceed 210,000 sf.

The residential building would front along Oak Grove Avenue and Garwood Way and would consist of approximately 210,000 sf. Plazas would be located between this building and the adjacent office building to the north and west, and at the corner of Oak Grove Avenue and Garwood Way. The building would also wrap around a center courtyard area with a pool. Potential retail/restaurant space would be located along the Oak Grove Avenue street frontage. The residential building would consist of four stories and would not exceed 48 feet in height.

In total, the three buildings would cover approximately 45 percent of the Project site and would be constructed at 1.5 floor area ratio (FAR). A 10,000-sf public park, Garwood Way Public Park, would be located in the northeast corner of the Project site adjacent to Garwood Way and the Caltrain right-of-way. The park would contain up to two bocce courts, seating and table areas for casual picnicking, resting, table game play (chess and checkers), and a gathering area. A portion of the park may be used as bioswales for the San Mateo County National Pollutant Discharge Elimination System (NPDES) C.3 storm water requirements as well utilizing native grasses in these areas.

PROJECT APPROVALS: The following approvals would be required by the City under the Project:

- Environmental Review
- Approval of Public Benefit Bonus
- Architectural Control Review
- Lot Line Adjustment/Lot Merger
- Heritage Tree Removal Permits
- Below Market Rate Housing Agreement

RESPONSIBLE AGENCIES: The below agencies are expected to review the Draft EIR to evaluate the Project:

- Bay Area Air Quality Management District
- California Department of Transportation
- California Regional Water Quality Control Board, San Francisco Bay Region/San Mateo Countywide Water Pollution Prevention Program
- Department of Toxic Substances Control
- City/County Association of Governments
- Menlo Park Fire Protection District
- San Mateo County Environmental Health Division
- West Bay Sanitary District

INTRODUCTION TO THE INFILL EIR: An Infill Environmental Checklist for the Project has been prepared by the City, in conformance with Section 15183.3 of the State CEQA Guidelines and Section 21094.5 of the Public Resources Code (PRC), adopted per SB 226. SB 226 was developed to eliminate repetitive analysis of effects of a project that were previously analyzed in a programmatic EIR for a planning-level decision or are substantially mitigated by uniformly applied development policies. As discussed above, the Project site is within the Specific Plan area. Since the Project site plan and development parameters are consistent with the development anticipated by the Specific Plan, the Specific Plan EIR (certified June 2012) is applicable to this Project.

It has been determined that the proposed infill Project would have effects that either have not been analyzed in the prior Specific Plan EIR, or are more significant than described in the prior EIR, and that no uniformly applicable development policies would substantially mitigate such effects. Therefore, since these impacts could be significant, an Infill EIR is required to analyze those effects.

The purpose of an EIR is to inform decision-makers and the general public of the environmental effects of a proposed project. The EIR process is intended to provide environmental information sufficient to evaluate a proposed project and its potential to cause significant effects on the environment; examine methods of reducing adverse environmental impacts; and identify alternatives to the proposed project. The 1300 El Camino Real Greenheart Project Infill EIR will be prepared and processed in accordance with CEQA and the State CEQA Guidelines. The EIR will include the following:

- Summary of the Project and its potential environmental effects;
- Description of the Project;
- Description of the existing environmental setting, potential environmental impacts of the Project, and mitigation measures to reduce significant environmental effects of the Project;
- Alternatives to the Project;
- Cumulative impacts; and
- CEQA conclusions.

PROBABLE ENVIRONMENTAL EFFECTS: Based on the Checklist, the following topics will be scoped out of the EIR: Aesthetics, Agricultural/Forestry Resources, Air Quality (operational), Biological Resources, Cultural Resources, Geology and Soils, Greenhouse Gas Emissions, Hydrology/Water Quality, Land Use, Mineral Resources, Noise (all but traffic noise), Population and Housing, Public Services, and Utilities. Therefore, the EIR will analyze whether the Project would have significant environmental impacts in the following areas:

- Air Quality (construction)
- Hazards and Hazardous Materials

- Noise (traffic noise)
- Transportation and Traffic

In order to prepare these sections and analyze the impacts, a Transportation Impact Analysis (TIA) will be prepared. The TIA will focus on intersections, residential and non-residential roadway segments, and Routes of Regional Significance.

The following 27 intersections will be included in the TIA:

- | | |
|--|--|
| 1. <i>El Camino Real and Encinal Avenue</i> ² | 15. Santa Cruz Avenue and University Drive (S) |
| 2. <i>El Camino Real and Valparaiso Avenue/Glenwood Avenue</i> | 16. Laurel Street and Glenwood Avenue |
| 3. <i>El Camino Real and Oak Grove Avenue</i> | 17. Alma Street and Ravenswood Avenue |
| 4. <i>El Camino Real and Santa Cruz Avenue</i> | 18. Alma Street and Oak Grove Avenue |
| 5. <i>El Camino Real and Ravenswood Avenue/Menlo Avenue</i> | 19. Garwood Way and Glenwood Avenue |
| 6. <i>El Camino Real and Roble Avenue</i> | 20. Derry Lane (Garwood Way)/Merrill Street and Oak Grove Avenue |
| 7. <i>El Camino Real and Middle Avenue</i> | 21. Santa Cruz Avenue and University Drive (N) |
| 8. <i>El Camino Real and Cambridge Avenue</i> | 22. Oak Grove Avenue and University Drive |
| 9. University Drive and Valparaiso Avenue | 23. Encinal Avenue and Laurel Street |
| 10. Laurel Street and Oak Grove Avenue | 24. Middlefield Road and Oak Grove Avenue [Atherton] |
| 11. Laurel Street and Ravenswood Avenue | 25. Middlefield Road and Marsh Road [Atherton] |
| 12. Middlefield Road and Willow Road | 26. Middlefield Road and Glenwood Avenue [Atherton] |
| 13. Middlefield Road and Ringwood Avenue | 27. Encinal Avenue and Middlefield Road [Atherton] |
| 14. Middlefield Road and Ravenswood Avenue | |

In addition, 14 residential and non-residential roadway segments will be analyzed:

1. Middlefield Road north of Glenwood Avenue
2. Middlefield Road south of Oak Grove Avenue
3. Ravenswood Avenue east of Laurel Street
4. Valparaiso Avenue west of El Camino Real
5. Oak Grove Avenue west of Laurel Street
6. Oak Grove Avenue east of Laurel Street
7. Glenwood Avenue west of Laurel Street
8. Glenwood Avenue east of Laurel Street
9. Encinal Avenue east of Laurel Street
10. Laurel Street south of Oak Grove Avenue
11. Laurel Street north of Glenwood Avenue
12. Alma Street south of Oak Grove Avenue
13. Merrill Street south of Oak Gove Avenue
14. Garwood Way south of Glenwood Avenue

² State-controlled intersections are shown with *italic* type.

The environmental impacts of the Project will be measured as the change that results from the Project against “baseline” environmental conditions. For the purposes of the topics analyzed in the EIR, the baseline environmental conditions for the Project include existing conditions at the release of this NOP.

ALTERNATIVES: Based on the significance conclusions determined in the EIR, alternatives to the Project will be analyzed that might reduce identified impacts. Section 15126.6(e) of the CEQA Guidelines requires the evaluation of a No Project Alternative. Other alternatives will be considered during preparation of the EIR and will comply with the CEQA Guidelines that call for a “range of reasonable alternatives to the project, or to the location of the project, which would feasibly attain most of the basic objectives of the project but would avoid or substantially lessen any of the significant effects of the project.”

EIR PROCESS: Following the close of the NOP comment period, a Draft EIR will be prepared that will consider all comments on the NOP and the Infill Environmental Checklist. In accordance with CEQA Guidelines Section 15105(a), the Draft EIR will be released for public review and comment for the required 45-day review period. Following the close of the 45-day public review period, the City will prepare a Final EIR which will include responses to all substantive comments received on the Draft EIR. The Draft EIR and Final EIR and will be considered by the Planning Commission and City Council in making the decision to certify the EIR and to approve or deny the Project.



Thomas Rogers, Senior Planner
City of Menlo Park

July 14, 2014

Date

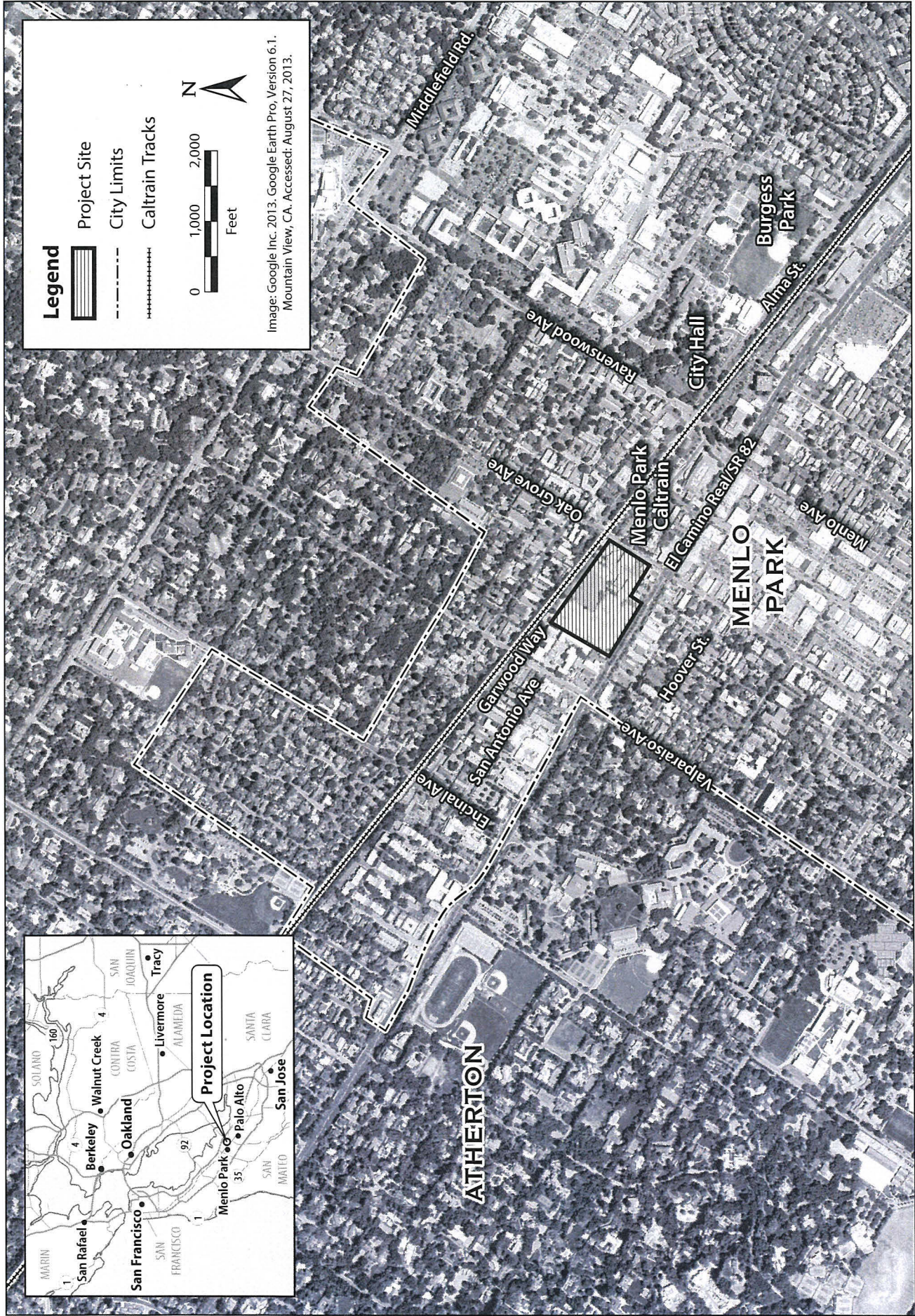
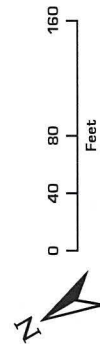
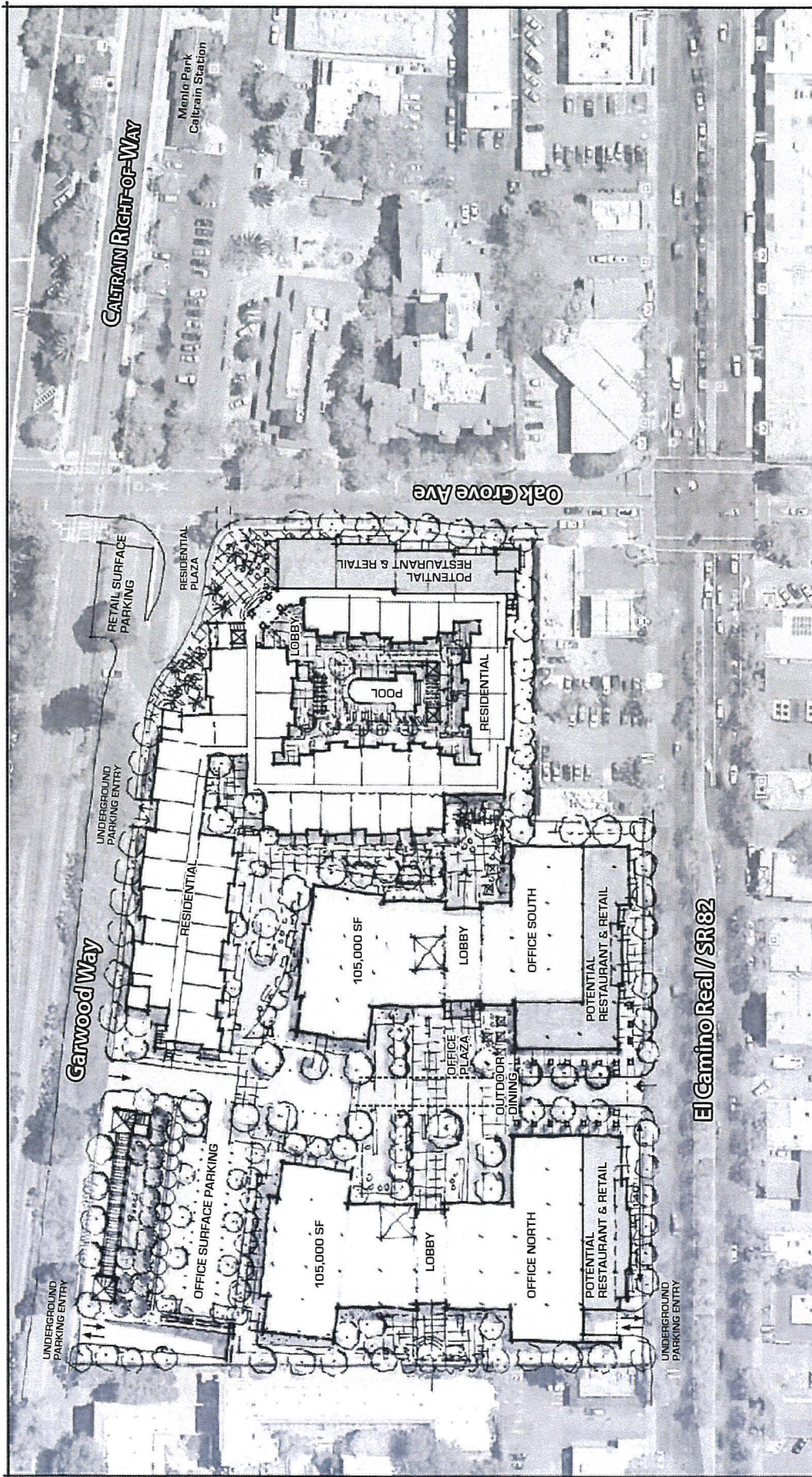


Figure 1
Project Location
 1300 El Camino Real Greenheart Project



Source: Bar Architects, 2013.



Figure 2
Conceptual Site Plan
 1300 El Camino Real Greenheart Project

D7

