



PLANNING COMMISSION AGENDA

Regular Meeting
October 6, 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 – Stephen O’Connell, Contract Planner; Thomas Rogers, Senior Planner; Corinna Sandmeier, Associate 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 – Symposium #1 (September 23, 2014); Focus Group #1 (September 29, 2014; Mobile Tour #1 (October 1, 2014); Symposium #2 (October 8, 2014); Mobile Tour #2 (October 14, 2014)

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

Items on the consent calendar are considered routine in nature, require no further discussion by the Planning Commission, and may be acted on in one motion unless a member of the Planning Commission or staff requests a separate discussion on an item.

- C1.** Approval of minutes from the September 8, 2014 Planning Commission meeting ([Attachment](#))

D. PUBLIC HEARING

- D1. Use Permit/Fitton and Chowdhary/675 Woodland Avenue:** Request for a use permit to remodel and expand an existing single-story nonconforming residence, including the addition of a second story, on a substandard lot in the R-1-U (Single Family Urban) zoning district. The proposed project would exceed 50 percent of the existing floor area (considered equivalent to a new structure) and would exceed 50 percent of the existing replacement value of the nonconforming residence in a 12-month period. The proposal includes a request to retain an existing front hedge with a height of approximately seven feet to remain in the front yard, where four feet is otherwise the maximum fence/hedge height. ***Continued from the meeting of September 22, 2014.*** ([Attachment](#))

- D2. Use Permit/Chris Kummerer/321 Laurel Avenue:** Request for a use permit to demolish an existing single-story, single-family residence and construct a new two-story, single-family residence and a secondary dwelling unit on a substandard lot with regard to lot width in the R-1-U (Single-Family Urban) zoning district. ([Attachment](#))
- D3. Use Permit/Verizon Wireless (Chris Fowler)/460 Bayfront Expressway:** Request for a use permit to mount six panel antennas in three sectors on an existing Pacific Gas and Electric Company tower and install associated equipment on a concrete pad at the base of the tower in the M-2(X) (General Industrial, Conditional) zoning district. ([Attachment](#))
- D4. El Camino Real/Downtown Specific Plan – 2014 Plan Amendments/City of Menlo Park:** The El Camino Real/Downtown Specific Plan was adopted by the City Council in June 2012. The approved Plan includes a requirement for ongoing review, intended to ensure that the Plan is functioning as intended, as well as to consider the policy-related implications of various Plan aspects. To address this requirement, the Planning Commission and City Council held five meetings on the subject, starting on September 9, 2013 and finishing on November 19, 2013. At the conclusion, the City Council directed that staff prepare formal amendments for the following: ([Attachment](#))
1. Revise text to clarify that implementation of the “Burgess Park Linkage/Open Space Plaza” public space improvement is not dependent on the High Speed Rail project;
 2. Eliminate “Platinum LEED Certified Buildings” as a suggested Public Benefit Bonus element; and
 3. For new medical/dental office uses on El Camino Real, establish an absolute maximum of 33,333 square feet per development project.

The Planning Commission will consider and make a recommendation on adoption of the proposed Plan Amendments. The project requires the preparation of a Negative Declaration (ND).

E. COMMISSION BUSINESS – None

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	October 27, 2014
Regular Meeting	November 3, 2014
Regular Meeting	November 17, 2014
Regular Meeting	December 8, 2014
Regular Meeting	December 15, 2014

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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.

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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 DRAFT MINUTES

Regular Meeting
September 8, 2014 at 7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:01 p.m.

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

INTRODUCTION OF STAFF – Jean Lin, Associate Planner; Stephen O’Connell, Contract Planner; Kyle Perata, Associate Planner; Thomas Rogers, Senior Planner

A. REPORTS AND ANNOUNCEMENTS

A1. Update on Pending Planning Items

- a. Commonwealth Corporate Center – City Council – August 19 and 26, 2014

Senior Planner Rogers reported the City Council at its August 19 meeting took action on the Commonwealth Corporate Center project with the second reading of the ordinance associated with the approval to occur at the August 26, 2014 City Council meeting.

- b. General Plan – Workshops – September 11 and 17, 2014

Senior Planner Rogers said public workshops on the General Plan Update were scheduled for September 11 and September 17, 2014.

Commissioner Strehl, the Commission’s designated representative on the General Plan Update Committee (GPAC), said they had met with the staff and the consultant to discuss the public outreach process.

Commissioner Bressler, At-Large-Member on GPAC, said it appeared this would be an intensive two-year project to update the General Plan.

B. PUBLIC COMMENTS #1

There was no public comment.

C. CONSENT

C1. Approval of minutes from the August 4, 2014 Planning Commission meeting (*Attachment*)

Commission Action: M/S Eiref/Onken to approve the minutes as submitted.

Motion carried 7-0.

D. PUBLIC HEARING

D1. Use Permit/Yonghua Zhang/143 Willow Road: Request for a use permit for interior remodeling and the construction of first- and second-floor additions to an existing single-story, single-family residence on a substandard lot with regard to lot width in the R-1-U (Single Family Urban) zoning district. The existing nonconforming residence will be brought into conformance as part of the proposed project. The proposed remodeling and expansion would exceed 50 percent of the existing floor area, and is considered equivalent to a new structure. (*Attachment*)

Staff Comment: Planner Lin said there were no additions to the written report.

Public Comment: Mr. Yonghua Zhang, property owner, said his family had bought the house seven years ago with the intention of remodeling. He said they explored different options and found they needed to wait until the economy recovered. He said the lot was narrow and there was a large tree to protect. He noted they would bring the nonconformance into conformance as part of the proposed project. He said they worked with the neighbors to design their second floor addition as their neighbors were important to them.

Chair Eiref asked about the covered and uncovered spaces which he thought blocked the covered space. He said he had safety concerns with the ingress and egress from Willow Road. Planner Lin said the uncovered space did not block the covered space. She said the plan has a provision for turning radius so a car can be backed out onto the street and be forward facing. Chair Eiref said he might be thinking about one of the other projects on the agenda.

Commissioner Onken asked about the grade being raised. Mr. Zhang said the property was located in a flood zone. He said their neighbor had also raised the grade on their home project because of the flood zone. Commissioner Onken suggested they would not want to put two feet of soil on top of the redwood tree's roots. Mr. Zhang said they would work with the arborist to protect the tree.

Commissioner Onken said an elevation showed that the second story addition would cut into the daylight plane. Planner Lin said the zoning ordinance had a revision to allow limited daylight plane intrusion. She said the project's intrusion by the second story into the daylight plane was within that limit.

Commissioner Kadvany said he thought the redwood tree looked somewhat stressed and asked if it they wanted to keep the tree. Mr. Zhang said their intention was to keep the tree.

Commissioner Ferrick asked about the entry doors noting the front most door seemed to be a family entry and the door to the right which seemed a side entry was the front entry. Mr. Zhang said ideally the front entrance would be in the center of the front elevation but the location of the redwood did not allow for that, so the door was put to the side. He said the other door although it looked to the front was a side door by the garage.

Chair Eiref closed the public hearing.

Commission Comment: Chair Eiref said it was good the applicants were doing an update to the home. He said the design of the additions although simple would work as the house was

located in a busy area. He said he was supportive of the project. Commissioner Strehl said she was pleased the property would be redeveloped and that they were making the setback conforming.

Commissioner Bressler moved to approve the project. Chair Eiref seconded the motion.

Commissioner Ferrick said she appreciated that the applicant worked with neighbors. She said although she did not like the location of the front door, she understood the consideration being made for the redwood tree.

Commission Action: M/S Bressler/Eiref to approve the use permit as recommended in the staff report.

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 prepared by Michael Design, consisting of 10 plan sheets, dated received on September 2, 2014, and approved by the Planning Commission on September 8, 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 by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.

- e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
- f. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.

Motion carried 7-0.

D2. Use Permit/Sarah Potter/236 Willow Rd: Request for a use permit to remodel and construct first- and second-story additions to an existing single-story, single-family residence on a substandard lot with respect to lot width, depth, and area in the R-1-U (Single Family Urban) zoning district. The proposed remodeling and expansion would exceed 50 percent of the existing floor area, and is considered equivalent to a new structure. (*Attachment*)

Staff Comment: Planner O'Connell said there were no additions to the staff report.

Public Comment: Ms. Sarah Potter, project designer, said she was representing the property owners of 236 Willow Road. She said they were sensitive to the neighborhood design and wanted to keep the house close to the existing design. She said they found it made more sense to replace half of the existing structure to create a new foundation there and then place the second story in that area. She said they would use different textures to modulate the massing and height.

Commissioner Strehl asked about the garage. Ms. Potter said they moved the garage to the front so the property owners would have more family space in the back yard. She said there would be one garage parking space and a tandem space. She said there was a bicycle lane in front of the home that they currently need to back out into and the new parking would not change that. She said the property owners felt comfortable still with doing that maneuver. She said the hedge there would also be lowered to improve visibility.

Chair Eiref closed the public hearing.

Commission Comment: Commissioner Onken said he was happy with what they were proposing and the addition of one parking space. Commissioner Ferrick said the design fit nicely with the context of the neighborhood. Chair Eiref noted this was the parking situation he had remarked upon on the previous agenda item. He said it sounded like it worked for the property owners.

Commission Action: M/S Kadvany/Strehl to approve the project as recommended in the staff report.

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 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 Green Cottage Homes, Inc., consisting of five plan sheets, dated received August 26, 2014, and approved by the Planning Commission on September 8, 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 by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage. The plans shall be submitted for 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 the issuance of grading, demolition or building permits.
 - g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.

Motion carried 7-0.

D3. Use Permit/Transcriptic Inc./3565 Haven Avenue, Suite 3: Request for a use permit for the storage and use of hazardous materials for the research and development (R&D) of testing and research processes located in an existing building in the M-2 (General Industrial) zoning district. All hazardous materials would be used and stored within the building.
(Attachment)

Staff Comment: Planner Perata said staff had no additional comments.

Public Comment: Ms. Cornelia Scheitz, Transcriptic Inc., said their facility does basic research and accepts experiments remotely from scientists. She said they needed larger lab facilities to get this work done due to their expanding business.

Commissioner Bressler asked about future expansion. Ms. Scheitz said they hoped to grow exponentially but not all of their efforts would stay in Menlo Park. She said the business model of having a remote laboratory for scientists allows her company the flexibility to build laboratories where they were needed. She said they probably would not need more space beyond this request in Menlo Park.

Chair Eiref closed the public hearing.

Commission Comment: Chair Eiref noted the Fire District, the City's Planning and Building Department, San Mateo County Environmental Health Service Division, and West Bay Sanitary District had signed off on this request.

Commission Action: M/S Eiref/Ferrick to approve the request as recommended in the staff report.

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 the applicant, consisting of nine plan sheets, dated received August 12, 2014, and approved by the Planning Commission on September 8, 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.

Motion carried 7-0.

E. REGULAR BUSINESS

E1. Use Permit/Benjamin T. Himlan, Off the Grid/1090 Merrill Street: Request for the six-month review of a use permit for a recurring special event (weekly food truck market) on a portion of the Caltrain parking lot, at the corner of Merrill Street and Ravenswood Avenue in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. (*Attachment*)

Staff Comment: Senior Planner Rogers said correspondence on this use permit review had been received after publication of the staff report. He said those documents had been provided to the Commission at the dais and there were copies at the rear table for the public. He said there were postcards from people in Menlo Park and surrounding areas that were supportive of the project and there were a number of emails received from community members that were also supportive of the event. He said some of the correspondence seemed to indicate there was some misunderstanding about the purpose of the review this evening. He said there was no Planning Commission action requested; rather, this item was to allow an opportunity for the Commission to receive feedback about the event and see if there were opportunities to improve. He said the event's use permit was valid through February 2015.

Mr. Ben Himlan, Off the Grid, said that overall they had positive feedback. He said there were minor logistical issues when they started the first events related to parked cars in spaces with signage about their use the event. He said that issue has resolved. He said there were also some concerns about impacts to the parking garage at Menlo Center. He said they have created signage and worked with the property management group of Menlo Park to prevent such impacts.

Commissioner Strehl asked if they had reached the expected demand or if attendance would grow more. Mr. Himlan said the first week there was a lot of buzz about the event so attendance was large but less the second week when there was less buzz. He said they seem to have about 1,200 to 1,300 transactions each week. He said 60% of the people attending, which was based on the data they gathered, were from out of town and were coming to the event immediately after work. He said he thought the event would build as a mid-week destination to get something to eat and hang out for awhile. He said if they did not keep the marketplace interesting, there could be a dip in attendance, but they varied the trucks to create more interest. Commissioner Strehl said the report indicated 600 to 800 people at the events. Mr. Himlan said the numbers he quoted was what they were seeing in transactions. He noted

they have 200 seats and those were usually full by 6:37 p.m. He said he thought they were seeing 800 to 1,000 people every week.

Commissioner Strehl asked if problems were foreseen with parking at the Caltrain lot when there were Giants' games. Mr. Himlan said they have held their events through most of the Giants' season and had no major issues with overlap with the games. He said the majority of the games were during the day. Commissioner Strehl asked about impacts in the winter season. Mr. Himlan said that it was slower in the winter season and they would reduce the number of trucks and shorten the hours of operation.

Commissioner Combs asked where people were parking and if it had been expected that 70% of the patrons would drive to the event. Mr. Himlan said the data was submitted on August 13 and that they have conducted 182 interviews since they started. He said they did three observational studies prior to starting the weekly event during the time period from 3 to 5 p.m. He said they saw that every half hour parking increased. He said the Caltrain parking would be used the most and that overflow parking was on the other side, on Alma Street. He said they were making efforts to keep their patrons' cars out of the Menlo Center parking garage. He noted that had been successful some nights and unsuccessful other nights. He said the majority of people attending were coming in groups of two or more, which he thought had a positive impact on the parking situation and also a positive was that the event was close to the train station.

Commissioner Onken asked if there had been complaints. Senior Planner Rogers said there had been no formal complaints received by the City and no code enforcement instances. He confirmed that the applicant and Menlo Center property managers were working to resolve any parking issues related to the weekly event. He said the City Police Department sent officers to the first weekly events and they reported no safety issues or concerns. He said they checked with the City's Transportation Division about this review and they had no issues to bring to the Planning Commission's attention.

Commissioner Onken asked the rationale for not having tables. Mr. Himlan said bringing tables was logistically difficult because of their bulk and having space in their truck for them.

Commissioner Kadvany asked if the analysis done for the event was unique or was this something they did with all of their sites. Mr. Himlan said this information was unique and prepared for the Planning Commission specifically. He said they were collecting the data however at each of their sites to create customer profiles.

Commissioner Ferrick said she had heard anecdotally that local restaurant owners had positive feedback about the events. Mr. Jim Cogen, Economic Development Manager, Menlo Park, said one of his favorite anecdotes was from the manager at The Left Bank, who told him they had to add a server on Wednesday nights because of the additional foot traffic business the event was bringing to her restaurant. He shared some other anecdotal restaurant owner experiences related to increased activity on Wednesday evenings. He said the City has been pleased with the way Off the Grid has conducted its business in town.

Mr. Milton Borg said he owned the 7-11 and J&J BBQ property. He said that restaurant owner had not received notice about this event. Chair Eiref asked Senior Planner Rogers to reply. Senior Planner Rogers said they definitely had done a notice that would have included those

properties. Mr. Borg said the applicant was not required to have parking like other businesses which he thought was unfair. He said the local residents who owned expensive homes nearby had their concerns about noise ignored. He said the restaurants in the City of Menlo Park covered the food spectrum and he did not see what the event was bringing to the City.

Commissioner Ferrick offered her report and a copy of the surveys to Mr. Borg, which he accepted.

Ms. Catherine Bendebury said Off the Grid was great and addressed a niche not covered by local businesses.

Chair Eiref closed the public hearing.

Commission Comment: Chair Eiref noted the positive feedback and the survey information they had received. Commissioner Ferrick concurred and said she appreciated the feedback from Mr. Cogen that local restaurants were profiting from the event with more hiring and more sales. Commissioner Kadvany said the survey data showed on the whole that the people coming to this event were complementary to the other restaurant uses.

Commissioner Combs asked who collected the data.

Mr. Himlan said they devised the questions and approached people randomly at the site in Menlo Park, took that information and entered it into survey software.

Commissioner Strehl asked if the J&J Hawaiian BBQ was on Off the Grid's sign listing of nearby restaurants. Mr. Himlan said he did not think so but he could have it added. Commissioner Strehl said she was surprised that the number was low for people attending who came by train to the event. Mr. Himlan said people in communities tended to have routines. He said commuter buses from Stanford come to the station between 4:30 and 5:00 p.m. every five minutes and with the repetition of the event they expected more of those people to stay.

E2. Architectural Control/612 College, LLC/612 College Avenue: Request for architectural control to demolish a single-family residence and detached garage/warehouse building, and construct a total of four new residential units within two three-story structures in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. As part of the development, the following four heritage trees are proposed for removal: two cedar trees in poor condition in the front yard, one multi-trunk elm in poor condition along the Alto Lane frontage, and one coast live oak in good condition at the middle of the parcel. ***This item was continued from the Planning Commission meeting of August 18, 2014.***
(Attachment)

Staff Comment: Senior Planner Rogers said the date of the staff report should read September 8, 2014. He said that day staff had received correspondence from Roger and Marge Abrams, new residents at 611 College Avenue, who indicated opposition to the project as currently proposed. He said the applicant has prepared a presentation and hard copies of that had been provided to the Commission.

Public Comment: Mr. Mark Donahue, project architect, said a concern expressed previously about the project was the windows along the Alto Lane elevation and that they had a pinched

and compressed feel. He presented a visual of the newly designed windows and landscaping along Alta Lane which he said would soften the base. He said there had been concern expressed for the privacy of the neighbor at 620 College Avenue. He said they planned to have a Chinese pistache tree planted in that area. He said to mitigate visual impact for the winter when that tree would not have leaves, they had raised all of the sills of the windows facing that neighbor. He said also there was a concern with the V-shaped roof on the College Avenue elevation. He said they had modified the roof. He said there had been questions about the materials. He said he had brought a larger example of the wood veneer. He said there was also a question about softening the masonry base and showed a slide of what they were proposing to do with landscaping.

Mr. Jan Prak, College Avenue, said he was opposed to the development proposal and objected to the rezoning of single-family residential to the higher density zoning. He said there had been another higher density project for which there had been considerable discussion. He said the subject site was very small and would barely accommodate one house or just two little houses. He said the proposed three-story building was completely out of character with the neighborhood and inappropriate. He said he felt College Avenue was being singled out for this dense housing. He said he thought the house next to the project would be devalued. He suggested the Commission deny the project.

Mr. Dave Geraghty, College Avenue, said these units should have Alto Lane addresses. He said Menlo Park has effectively moved El Camino Real closer to their College Avenue homes. He noted an R-3 unit at 612 College Avenue that had been lumped in with the 389 El Camino Real higher density development. He said without notification to the neighbors this residential lot had been rezoned. He said the developers for the 389 El Camino Real project made great effort to create a transition from El Camino Real to College Avenue. He said the home at 612 College Avenue that was part of that development was set back in line with the other single-family residences on College Avenue. He said this project did the reverse. He said they tore down the house without permits and left a hole on the site. He said this project would be built to three-stories and to seven feet from the property lines with no attempt to transition from El Camino Real to the residences on College Avenue. He said the project was out of character with the single-family lots on the block.

Chair Eiref closed the public hearing.

Commission Comment: Chair Eiref confirmed with staff that the zoning was part of the Specific Plan and asked how far down College Avenue the Plan zoning covered. Senior Planner Rogers said the subject parcel prior to the Plan rezoning had been zoned R-3 and had been identified in the Vision Plan and the Specific Plan as a site that would be rezoned. He said the rezoning occurred with the Specific Plan actions. He said the notification requirements were met and exceeded above and beyond with email and other outreach efforts. He said the prior R-3 zoning would have allowed a 10-foot setback and an up to 35 foot high structure on the side next to 620 College Avenue. He said, by contrast, the Specific Plan zoning on that side provided for a transition to the neighborhood and that setback line was increased to 20 feet and a new façade height limit of 30 feet was introduced. He said the current zoning was more sensitive to the transition from El Camino Real to the College Avenue neighborhood than the previous zoning for this parcel. He said this was the last Plan property before the single-family residential zone on College Avenue.

Commissioner Bressler said if there had not been a Specific Plan there could be negotiation about this project such as occurred with the 389 El Camino Real project. He said the Commission under the Plan only has architectural review. He said he did not think that distinction was made clear during the Plan process. He said that people should become politically involved with matters before the City.

Commissioner Ferrick asked about notification for the Specific Plan. Senior Planner Rogers said multiple flyers and notices were sent Citywide to capture the most interest. He said rezoning notifications were sent as prescribed in the zoning ordinance which was within a 300-foot radius. He reviewed some of the outreach methods the City had done and noted the efforts had been extensive.

Commissioner Kadvany said if residents wanted to pursue change to the Plan that there were efforts occurring. He said under current zoning the neighbors' homes on College Avenue could have had a 28-foot tall building just 10-feet or less away. He said that would have had a greater impact than this proposal which would have a 20-foot setback between the project and the next property. He said he thought the design and materials for this building were very good. He noted the project would face onto Alto Lane. He said this project would offer four residential units to the City and housing units were needed. He said he thought this would be an attractive addition to the neighborhood and had good landscaping.

Chair Eiref noted the increased setback, patio and greenery around the back next to the neighborhood, and the more modern design integrating with older style homes. He said there was a need for housing in the City. He said the windows were larger along Alto Lane which he liked. He noted the roof had been redesigned to be straight and landscaping had been increased. He said the back facing College Avenue was varied and nice but the Alto Lane side was blockier.

Commissioner Onken observed that even with a 20-foot setback between residences that if the living spaces of each faced one another such a design could be contentious and suggested that be considered in designing under the Specific Plan standards and guidelines.

Commissioner Ferrick said she liked the changes to the design particularly the roof redesign. She said the Alto Lane elevation had improved in appearance. She confirmed with staff that if the ballot measure related to the Specific Plan passed there would be no impact to this project if approved.

Commissioner Bressler said this proposal was an improvement and he could support the project.

Commissioner Onken suggested they consider Findings 2b-2e and then 2a which might require more discussion. There was Commission consensus.

Commissioner Onken moved to approve the Findings 2b-2e as recommended in the staff report. Commissioner Ferrick seconded the motion. Motion carried 7-0.

Chair Eiref said he thought that the neighborhood for this project started at El Camino Real and then transitioned back toward College Avenue. He confirmed with staff that some office could

have been possible on the portion of lot on El Camino Real. He said he thought residential was preferable.

Commissioner Strehl moved to approve Findings 2.a as recommended in the staff report. She said the applicant had made significant improvements in the design, materials, and landscaping. She said she felt the lot was closer to El Camino Real rather than to the College Avenue neighborhood. Commissioner Kadvany said he agreed. He said this was improving the neighborhood and was a good quality residential development. He seconded Commissioner Strehl's motion.

Commissioner Ferrick said she would agree with one of the speakers about the difference in the architecture but noted there were eclectic styles in the neighborhood. She said this development was a transitional property from the commercial properties to this more modern design which then transitioned to the smaller scale residential. She said definitely this project was preferable to having commercial space.

Commissioner Bressler said if this was an office development he would not support it. He said he could support this project.

Chair Eiref said this proposal had a feeling of privacy and access.

Commissioner Bressler asked if this project could be appealed to the City Council. Senior Planner Rogers said it could.

Motion carried 7-0.

Commissioner Combs moved to approve all the remaining actions as recommended in the staff report. Chair Eiref seconded the motion. Motion carried 7-0.

Commission Action: The Planning Commission approved the proposal as recommended in the staff report in three separate motions as follows. The approval findings as recommended in the staff report follow these actions in their entirety as written to avoid confusion.

M/S Onken/Ferrick to approve Findings 2b-2e as recommended in the staff report.
Motion carried 7-0.

M/S Strehl/Kadvany to approve Findings 2a as recommended in the staff report.
Motion carried 7-0.

M/S Combs/Eiref to approve all remaining actions as recommended in the staff report.
Motion carried 7-0.

All of the preceding motions were unanimous and relate to the full findings as recommended in the staff report as follows:

1. Make findings with regard to the California Environmental Quality Act (CEQA) that the proposal is within the scope of the project covered by the El Camino Real/Downtown Specific Plan Program EIR, which was certified on June 5, 2012. Specifically, make findings that:

- a. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current CEQA Guidelines.
 - b. Relevant mitigation measures have been incorporated into the project through the Mitigation Monitoring and Reporting Program (Attachment F), which is approved as part of this finding.
 - c. Upon completion of project improvements, the Specific Plan Maximum Allowable Development will be adjusted by three residential units and negative 1,620 square feet of non-residential uses, accounting for the project's net share of the Plan's overall projected development and associated impacts.
2. Adopt the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:
 - a. The general appearance of the structure is in keeping with the character of the neighborhood.
 - b. The development will not be detrimental to the harmonious and orderly growth of the City.
 - c. The development will not impair the desirability of investment or occupation in the neighborhood.
 - d. The development provides adequate parking as required in all applicable City Ordinances and has made adequate provisions for access to such parking.
 - e. The development is consistent with the El Camino Real/Downtown Specific Plan, as verified in detail in the Standards and Guidelines Compliance Worksheet (Attachment D).
3. Approve the architectural control subject to the following **standard** conditions:
 - a. Development of the project shall be substantially in conformance with the plans prepared by Mark K. Donahue Architect, consisting of 24 plan sheets, dated received September 3, 2014, and approved by the Planning Commission on August 18, 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 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. The Engineering Division has noted one particular revision to the initial submittal: the applicant shall revise the civil plans to relocate the longitudinal private water line outside of Alto Lane, subject to the review and approval of the Engineering Division.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for 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.
 - 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 architectural control subject to the following **project-specific** conditions:
- a. Simultaneous with the submittal of a complete building permit application, the applicant shall address any remaining requirements relating to the demolition of the residence, subject to review and approval of the Building Division.
 - b. Simultaneous with the submittal of a complete building permit application, the applicant shall submit an updated LEED Checklist, subject to review and approval of the Planning Division. Confirmation that the project conceptually achieves LEED Silver certification shall be required before issuance of the building permit. Prior to final inspection of the building permit, the project shall either submit verification that the development has achieved final LEED Silver certification, which may be confirmed by an outside auditor, if the City has established such a program.
 - c. The applicant shall address all Mitigation Monitoring and Reporting Program (MMRP) requirements as specified in the MMRP (Attachment F). Failure to meet these requirements may result in delays to the building permit issuance, stop work orders during construction, and/or fines.

- d. Prior to issuance of the building permit, the applicant shall submit all relevant transportation impact fees, subject to review and approval of the Transportation Division. Such fees include:
 - i. The citywide Transportation Impact Fee (TIF) is currently estimated at \$2,812.05. This is calculated by multiplying the fee of \$1,835.26 per multi-family unit by 4 units, with credit allowed for the single-family unit (\$2,989.99) and 1,620 s.f. of warehouse space (\$0.95/s.f., or \$1,539.00). This fee is updated annually on July 1st based on the Engineering News Record Bay Area Construction Cost Index.
 - ii. The Specific Plan EIR requires fair-share contributions for additional intersections not included in the citywide TIF. The detailed calculations for these improvements are not yet finalized, but preliminary estimates indicate that the cost to be considered for adoption is approximately \$360 per P.M. peak hour vehicle trip, with credit for existing, occupied uses similar to 4.d.i.
- e. Prior to building permit issuance, the applicant shall pay the El Camino Real/Downtown Specific Plan Preparation Fee, which is established at \$1.13/square foot for all net new development. For the subject proposal, the fee is estimated at \$4,936.97 (\$1.13 x 4,369 net new square feet).

Motions approving were 7-0.

F. STUDY SESSION ITEMS

F1. Study Session/David Claydon/555 Willow Road: Study Session/David Claydon/555 Willow Road: Request for a study session for the conversion of an existing nonconforming structure from office uses (currently vacant) to two residential units. The proposed project would include first and second floor additions to the existing structure. As part of the project, the existing restaurant building, which is a nonconforming use and structure, would remain. The project site is located in the R-3 (Residential Apartment) zoning district. (*Attachment*)

Staff Comment: Planner Perata said staff had no additions to the staff report.

Public Comment: Mr. David Claydon said originally they tried to develop this lot with a six unit apartment complex but Fire District requirements made that impossible to do. He said they reduced the scheme until they got to this proposal which was for two large apartments.

Commissioner Onken said the apartments appeared to him to be semi-detached single-family residences. He said he thought the reference to apartments was misleading.

Planner Perata said these were dwelling units and had the same regulations for development as condominiums.

Chair Eiref asked why they wanted to keep any of the old structure.

Mr. Claydon said they would clean it all and keep the concrete wall and slab. He said by leaving those in place they would get a lot of LEED points. He said they have a goal of zero energy use

for the project. He said the footprint for the project would be about the same if they had demolished the building.

Chair Eiref asked about removing the restaurant deck. Mr. Claydon said it related to emergency access requirements.

Commissioner Ferrick asked about parking spaces for the residences. Mr. Claydon said one access was from Willow Road and the other was from Coleman Avenue through the restaurant parking lot. Commissioner Ferrick asked why they would construct two, five-bedroom apartments. Mr. Claydon said the covered parking and other parking requirements for each residential unit became difficult to situate for three apartments. Commissioner Ferrick asked why every bedroom had suite bathrooms. Mr. Claydon said they were trying to create a unit where they could accommodate an in-law, and maximize the square footage and make it flexible. Commissioner Ferrick asked about the style of architecture. Mr. Claydon said it was just conceptual at this time. He said they wanted to keep the design simple noting the site was located next to a parking lot, a bland apartment building, and a wide street. He said they would plant redwood trees along Willow Road to screen and soften the view.

Commissioner Kadvany said the staff report presented eight design considerations that seemed to question all of the design decisions proposed for the project. Mr. Claydon said that they were not allowed to build more than two stories because of the circulation requirement for a fire vehicle to have access to three sides of the building. He said if they had three apartments they would have to provide another covered and uncovered parking space. He said it was hard to get density because of the parking requirements. Commissioner Kadvany asked about doing carports. Mr. Claydon said there would not be room to turn around from those. Commissioner Kadvany said on page 3 of the staff report staff raised a question about the feasibility of even using the existing structure much less build a second story on it. He said the structure was in bad shape and he did not think there would be an effective cost savings. He said there was other discussion in the staff report that this was an unusual site. He said preserving the restaurant was a great goal but raw numbers of hardscape and landscape indicated that the project was very far away from the standards required for those for residential development. He said it seemed like a boarding house in a parking lot.

Mr. Claydon said the property has a panhandle that was a driveway. He said they were proposing removing some paving and adding landscaping. He said they would plant trees that would soften the appearance and use pervious paving as much as they were able.

Commissioner Onken said the staff report indicated the two apartments needed nine parking spaces. He said there had been 20 spaces on the site but now that was reduced to 17 parking spaces. He asked how that was calculated for the mix of residential and commercial parking. He asked if it could be segregated.

Planner Perata said two covered and two uncovered spaces were required for the two proposed residential units. He said as this was an R-3 parcel there was no parking standard in the zoning ordinance for a commercial use but other commercial businesses on Willow Road were parked six spaces per 1,000 square feet of gross floor area. He said also the use base parking guidelines for restaurants specified six spaces per 1,000 square feet. He said in applying that there would be five parking spaces needed for the restaurant. He said the additional parking could be used for the restaurant or for the residences in the evening.

Commissioner Onken asked why the parking could not be reduced further. Mr. Claydon said at certain times of the day most of the parking spaces were used by restaurant patrons, Commissioner Onken noted that parking was an issue in the City but he was concerned the applicant was limiting the project design by providing more parking than what was required. Mr. Claydon said the extra parking was along the edge of the site which was an area that did not have great utility other than for a planting strip. Commissioner Onken suggested that the restaurant parking could be located here. He said he agreed with other Commissioners about the idea of keeping the existing structure in the front which he thought was just the bicycle storage in the new design. He questioned its integrity for a second story. Mr. Claydon said they would use a steel frame to stabilize. Commissioner Onken said they might be limited to two-stories because of the Fire District requirements but there was 17 feet more height allowed by code for this site. He said a roof or something could be added to make it look less like a stucco box. He suggested improved architecture when the project came back to the Commission. He said as it was presented it was not something he could approve. He said the two homes looked like bedsits for single-room occupancy (SRO), and he suspected that was why there was so much parking. He said that would be unacceptable.

Commissioner Strehl said the City in the Housing Element Update had identified potential sites for homeless shelters and asked if this site was part of that area so identified. Planner Perata said he was not immediately certain. Commissioner Ferrick said the site was definitely part of the area identified in the Housing Element as an opportunity for housing but not necessarily for homeless shelters.

Commissioner Strehl asked if the structure were to be demolished if the property would have to comply with a 20-foot setback from Willow Road. Mr. Claydon said the City annexed eight feet of the property for purposes of potentially widening Willow Road. Planner Perata said the plan line on this property could be dedicated to Willow Road widening. He said the 20-foot setback would be measured from the plan line which was located slightly within the property line of the parcel. He said the existing building did not comply with that required setback so if the building was demolished the 20-foot setback would need to be established from the plan line.

Commissioner Strehl asked if Willow Road were to be widened what would happen with the proposed structure if it were to be approved as proposed. Planner Perata said the location of the plan line currently and the existing structure would not change how non-conforming the property was. He said the nonconforming setback was measured from the plan line. Commissioner Strehl asked if the restaurant would have to be relocated if Willow Road was widened to the plan line. Planner Perata said the restaurant was over the plan line but the question was too speculative for him to answer. Commissioner Strehl asked how appropriate it was to repurpose three walls of the existing building for a new living structure. Planner Perata said it was his understanding that they would use the front wall along Willow Road and the wall along the parking area as well as the majority of the rear wall. He said no part of the structure in front with the nonconforming setback could be demolished and rebuilt. Commissioner Strehl said this proposal was not something she could support. She said it looked like a warehouse. She said perhaps LEED certification was good but she thought starting over and thinking about the whole property was a better way to go, and perhaps as to how to provide housing later should the restaurant at some point go.

Commissioner Combs asked if the original plan mentioned by Mr. Claydon would also have kept the restaurant structure. Mr. Claydon said it would have. Commissioner Combs suggested that perhaps without the restaurant they could have accomplished the original plan. Mr. Claydon said if there was no restaurant they would create something entirely different but since it was a given they looked at how to design with it. He said they wanted to create something denser but that was not possible.

Commissioner Bressler said he agreed this proposal seemed to indicate SRO. He said they should get each of the bedrooms counted as a residential unit. He said SRO did not really bother him in this particular location. He said the design would need to be improved to look nicer but the site currently was very ugly. He said if it was made to look nicer and there were no illusions about the type of housing it was, he could support it. Mr. Claydon said potentially with the bathrooms it could be suitable for bedsits and asked if that was an appropriate and supportable use in this location near the VA Hospital.

Commissioner Onken said that use might be desirable but it was a different use class and permitting process. He said that needed to be stated clearly and the Fire District needed to know that it was single-room occupancy and not family occupied. He said there was need for this type of housing in the area but it was not clear that was what was being proposed.

Chair Eiref said anything done on the site would be an improvement. He questioned the standard of three sided access for the Fire District for a three-story building noting the three-story just approved by them on College Avenue would only have two-side access. Mr. Claydon said the Fire District made that requirement for this site and the proposed three-story building. Chair Eiref said he had never heard that requirement before and he would like clarification on that. He said LEED was a good thing but he did not understand the desire for LEED on a parcel like this one. He said the building was a concrete block and was built in 1960s, and there were much better building materials now. He said he had real concerns with how utilities and such would be installed. He said there was a need for housing in this area and a need for transitional housing had been defined. He said he liked the restaurant and that they were keeping it but it was a large lot and more housing would have been great.

Commissioner Strehl asked if the units would be rental or purchase. Mr. Claydon said it would be rental.

Commissioner Ferrick said she would prefer five, one to two bedroom units rather than two, five-bedroom units as that would help the Housing Element more. She said regarding fire access that the property appeared to have three sides for access so she would like more detail related to the Fire District requirement. She said if the building was raised and parking was put underneath there could be more circulation space. She said she would like to see quality materials and design. She said the nearby Willows area was a wonderful, thriving neighborhood.

Commissioner Combs said the proposal had an SRO feel to it. He said there was nothing wrong with that type of housing and providing it but the applicant had to be completely transparent that this was what was being proposed. He said the community had talked about blight and eyesores along its thoroughfares and this site was definitely one of those. He said he wanted to see something happen on the site but encouraged the applicant to be completely

clear about what was being proposed and that it followed the regulations of the intended proposal.

Commissioner Bressler asked if this was SRO whether the City would get credit for each of the rooms as housing. Commissioner Ferrick said she had served on the Housing Element Update Committee and that housing was determined by the number of kitchens so this proposal would only get two credits. She said that was one reason she would prefer five, one to two bedroom units each with a kitchen.

Mr. Claydon asked if they provided two stoves and two sinks in one kitchen if that would give credit for four housing units. Commissioner Ferrick said she did not think so but was not certain. Mr. Claydon said he would like to explore that more and do research.

Commissioner Kadvany said they needed clarification on the Fire District's requirements. He said he thought when there were more than three units that the Fire District starting imposing wider driveway requirements and other circulation requirements. He said underground parking would be prohibitively expensive considering the applicant was looking at saving money by using decades old cinder blocks. Mr. Claydon said he looked into underground parking but there was restricted space to do an entry ramp.

Commissioner Kadvany said he liked the goal of keeping the restaurant and suggested it would be beneficial for it to keep the outdoor dining space. He suggested clarifying what they would do with the restaurant as part of a whole program. He said regarding the Housing Element that the City had already done their update and zoning so if someone wanted to provide housing and habitat for people then that was perfectly acceptable. He suggested the applicant look at some of the questions planning staff were asking as the space was large and they could develop something that used the site well. He said the site has access from Coleman Avenue and it has lots of parking. He said there were higher goals that could be achieved. He suggested that LEED not be the foremost consideration noting just meeting California building code would get the project a long way toward LEED. He said they needed a clear program and project. He suggested they also look at the potential need for the restaurant to remodel in the future and what that could mean to the development.

Commissioner Strehl asked what the process would be if the applicants decided they wanted to do SRO housing. Planner Perata said the equivalent in the code may be the "boardinghouse" use which could approved through a use permit process or at the least architectural control.

Commissioner Onken said that carports as covered spaces rather than garages had been approved on other projects. He said what was keeping the design from being several real apartments were a lack of covered parking spaces. He said a canopy could be placed over the whole strip of parking going out to Coleman Avenue and the project could then comply with that parking requirement. He suggested that the cost in keeping a dilapidated concrete structure and trying to build on top of it, particularly when possible problems such as the foundation being too shallow for current earthquake code began to emerge, would become much greater than if they demolished the whole structure and started fresh. He said if they lost the nonconforming wall there was much better architecture that could be created on the site.

Chair Eiref closed the public comment period.

The following represents staff's summary of key topic areas, although the applicant is encouraged to consider all feedback relayed at the study session.

- The redevelopment of the site with new dwelling units, while retaining the existing restaurant building, is generally supportable;
- The applicant should explore site development options that allow for the retention of the outdoor seating and deck adjacent to the restaurant building;
- The desire to obtain LEED status should not be prioritized over the overall site layout and architectural design;
- The project should be redesigned to remove the existing office building to allow for greater flexibility in site planning and architectural design;
- The applicant should work with the Fire District on the site access requirements;
- The project should attempt to bring the development into compliance with the R-3 standards for landscaping and parking and driveway areas (paving);
- The boarding house concept could be acceptable at this location, but smaller units and an increase in density could also be acceptable at the project site;
- The redevelopment of the site should consider the timeframe for the use of the existing restaurant building and be designed to allow possible future redevelopment of that building/portion of the site.

The applicant and staff will consider the Planning Commission comments, with revisions and/or responses included as the project review proceeds.

G. COMMISSION BUSINESS

There was none.

ADJOURNMENT

The meeting adjourned at 10:15 p.m.

Staff Liaison: Thomas Rogers, Senior Planner

Recording Secretary: Brenda Bennett



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF OCTOBER 6, 2014
AGENDA ITEM D1

LOCATION: 675 Woodland Avenue **APPLICANTS** Michael Fitton and
AND OWNERS: Nazima Chowdhary

EXISTING USE: Single-Family
Residence

PROPOSED USE: Single-Family **APPLICATION:** Use Permit
Residence

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

	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	9,439.0 sf	9,439.0 sf	7,000.0 sf min.
Lot width	36.4 ft.	36.4 ft.	65.0 ft. min.
Lot depth	148.4 ft.	148.4 ft.	100.0 ft. min.
Setbacks			
Front	25.1 ft.	25.1 ft.	20.0 ft. min.
Rear	65.1 ft.	65.1 ft.	20.0 ft. min.
Side (left)	4.4 ft.	4.4 ft.	5.0 ft. min.
Side (right)	10.8 ft.	10.8 ft.	5.0 ft. min.
Building coverage	2,136.5 sf 22.6 %	2,136.8 sf 22.6 %	3,303.7 sf max. 35.0 % max.
FAL (Floor Area Limit)	3,098.4 sf	2,004.7 sf	3,409.9 sf max.
Square footage by floor	1,757.2 sf/1st 981.0 sf/2nd 262.2 sf/att. garage 98.0 sf/attic 106.5 sf/porch 10.6 sf/fireplace	1,742.5 sf/1st 0 sf/2nd 262.2 sf/att. garage 0 sf/attic 121.5 sf/porch 10.6 sf/fireplace	
Square footage of building	3,215.5 sf	2,136.8 sf	
Building height	24.1 ft.	15.4 ft.	28.0 ft. max.
Parking	1 covered	1 covered	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			
Trees	Heritage trees 6	Non-Heritage trees 3	New Trees 0
	Heritage trees 0	Non-Heritage trees 0	Total Number 9
	proposed for removal	proposed for removal	of Trees

PROPOSAL

The applicants are requesting use permit approval to remodel and expand an existing single-story nonconforming residence, including the addition of a second story, on a substandard lot in the R-1-U (Single Family Urban) zoning district. The proposed project would exceed 50 percent of the existing floor area, and is considered equivalent to a new structure, and the project would exceed 50 percent of the existing replacement value of the nonconforming residence in a 12-month period. The proposal includes a request to retain an existing front hedge with a height of approximately seven feet to remain in the front yard, where four feet is otherwise the maximum fence/hedge height.

ANALYSIS

Site Location

The subject site is located at 675 Woodland Avenue between Concord Drive and Lexington Drive. The subject parcel is surrounded by other residences that are also in the R-1-U zoning district. There is a mix of single-story and two-story structures in the vicinity of the subject site. The parcel is located across the street from San Francisquito Creek. The parcel is not part of any Federal Emergency Management Agency (FEMA) flood zone.

Project Description

The applicants are proposing the addition of a new second floor to the existing single-story, single-family house with attached one-car garage. Currently parking is legal, non-conforming with one covered parking space, which would remain the case. The lot is substandard with regard to the lot width and the proposed project requires approval of a use permit. The existing slight nonconformity on the rear-left corner of the residence is proposed to remain; however, all areas of new construction would comply with current setbacks and other development standards of the R-1-U zoning district.

The proposed residence would have a floor area of 3,098.4 square feet where 3,409.8 square feet is the floor area limit (FAL) and building coverage of 22.6 percent where 35 percent is the maximum permitted. The proposal would result in the addition of 15 square feet to the first floor. The front porch would be reduced in size by that amount. The addition would be to accommodate the new stairway to the second floor. The proposed residence would have five bedrooms and two-and-a-half bathrooms, with two of the bedrooms and one full bathroom on the second floor. The first floor would have a full bathroom and a separate half bath. The house is proposed to be 24.1 feet in height, below the maximum permissible height of 28 feet. The proposed structure would comply with daylight plane requirements. The applicants have submitted a project description letter, which discusses the proposal in more detail (Attachment C).

Design and Materials

The existing one-story residence is ranch style. The existing ground floor would remain substantially the same as the existing. The addition of the second floor would maintain much of the ranch style character. There is an existing front porch supported with wood columns with brick siding at the building wall that would be retained. The remaining existing and proposed building walls would have a cement plaster finish. The new composition roof would match the existing.

The existing first floor windows with between-the-glass grilles would remain. The addition would have wood clad simulated divided light windows (featuring interior and exterior grids, and a between-the-glass spacer bar). They would be predominantly casement windows. The roof would include mostly gable roof forms.

Although the proposal is for a two-story residence, the applicants have taken measures to address massing by setting the second story in at the front and sides. The rear mass would cantilever two feet, six inches beyond the first floor footprint, creating additional massing variation and avoiding a two-story unbroken wall. In relating to the adjacent one-story houses, the gutter lines remain the same, approximately the same distance from grade, reinforcing the ranch style horizontality of the three houses.

The design attempts to limit the privacy impacts of the second floor windows. On the left side elevation, there are two bands of horizontal windows with sill heights of five feet. On the right side elevation, there is one window with a five-foot sill height. A second window, for bedroom egress, has a sill height of less than two feet. However, the view from the window is over the roof of the one-story house to the right.

Most of the residences in the area are varied between single and two-story and represent various styles. Staff believes that the scale, materials, and style of the proposed residence are compatible with the neighborhood.

Trees and Landscaping

The subject site is well landscaped as viewed from the street with significant mature vegetation, including three large Heritage magnolias along the curving street frontage. They would provide thick, evergreen screening of the proposed second floor as viewed from the street. In total there are six Heritage trees on the subject site. A standard condition of approval (3g) would require that any Heritage trees in the vicinity of the construction project should be protected pursuant to the Heritage Tree Ordinance.

Along a portion of the street frontage is a laurel hedge of approximately seven feet in maximum height, exceeding the allowed fence/hedge limit of four feet in height within the front setback. It does not appear to affect exiting from the driveway. As permitted by the Zoning Ordinance, the applicant is requesting use permit approval for the hedge to remain at its current height, due to Woodland Avenue being a relatively active roadway. On the right side of the driveway there is a wide expanse of drivable unpaved surface approximately eight to fifteen feet in width in front of the laurel hedge, which allows for a

car backing out of the driveway to have visibility while in the driveway. On the left side of the driveway, the laurel hedge is approximately four and a half feet in height, also allowing for exiting visibility. Staff believes the hedge is complementary to other landscaping in the area, and the height is justified for this location.

Valuation

To calculate the replacement and new construction costs on which the 50 percent limit is based, the City uses standards established by the Building Division. The City has determined that the replacement cost of the existing structure would be \$366,354 meaning that the applicants would be allowed to propose new construction and remodeling at this site totaling less than \$183,177 in any 12-month period without applying for a use permit. The City has determined that the value of the proposed work would be approximately \$206,630. Based on this estimate, the proposed project exceeds 50 percent of the replacement cost of the existing structure, and requires use permit approval by the Planning Commission.

Correspondence

The applicants have stated that they have reached out to the adjacent neighbors regarding the proposed project (Attachment D). Staff has not received any correspondence from neighbors at the time of writing this report.

Conclusion

Staff believes that the scale, materials, and style of the proposed residence are in keeping with those of the greater neighborhood. The second story addition is carefully designed with regard to massing, articulation and privacy. Second floor sill heights and landscape screening provide privacy for adjacent properties. The retention of the hedge is unlikely to result in safety concerns while maintaining an attractive landscape element. 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 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 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 Heather Harrington on behalf of Michael Fitton and Nazima Chowdhary, consisting of nine plan sheets, dated received September 30, 2014, and approved by the Planning Commission on October 6, 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 by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
 - 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 the issuance of grading, demolition or building permits.
 - g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.

Report prepared by:
Stephen O'Connell
Contract 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 300-foot radius of the subject property. Planning Commission action will be effective after 15 days calendar 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. Neighbor Outreach Letter

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\100614 - 675 Woodland Avenue.doc



CITY OF MENLO PARK

LOCATION MAP

675 WOODLAND AVENUE

AI



DRAWN: THR CHECKED: THR DATE: 09/22/14 SCALE: 1" = 300' SHEET: 1

STREET SCAPE 1/16" SCALE

3 D RENDERING

PROJECT DESCRIPTION

The project consists of a 10,000 sq. ft. multi-unit residential building. The building will be located on the corner of Trenton Avenue and Woodland Avenue. The building will be a three-story structure with a flat roof. The building will be constructed of concrete and brick. The building will have a total of 10 units. The building will be owned by the City of Menlo Park. The building will be used for residential purposes. The building will be located on a lot that is 10,000 sq. ft. in size. The building will be located on a lot that is 10,000 sq. ft. in size. The building will be located on a lot that is 10,000 sq. ft. in size.

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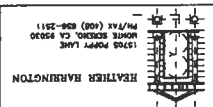
STREET SCAPE 1/16" SCALE

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BI



FITTON/ CHOWDHARY RESIDENCE
675 WOODLAND AVENUE
MENLO PARK CA
A.P.N. 623-32-350

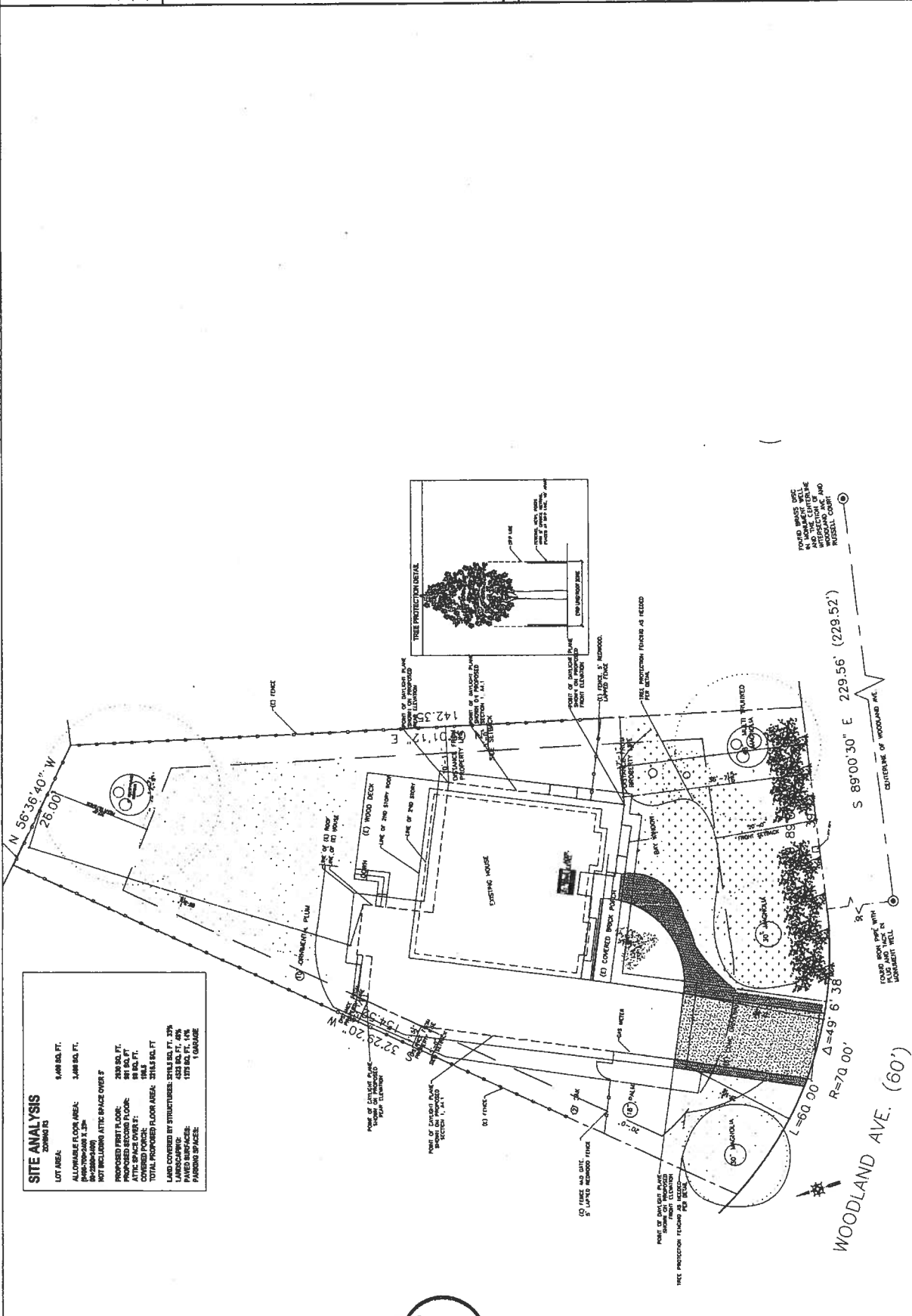
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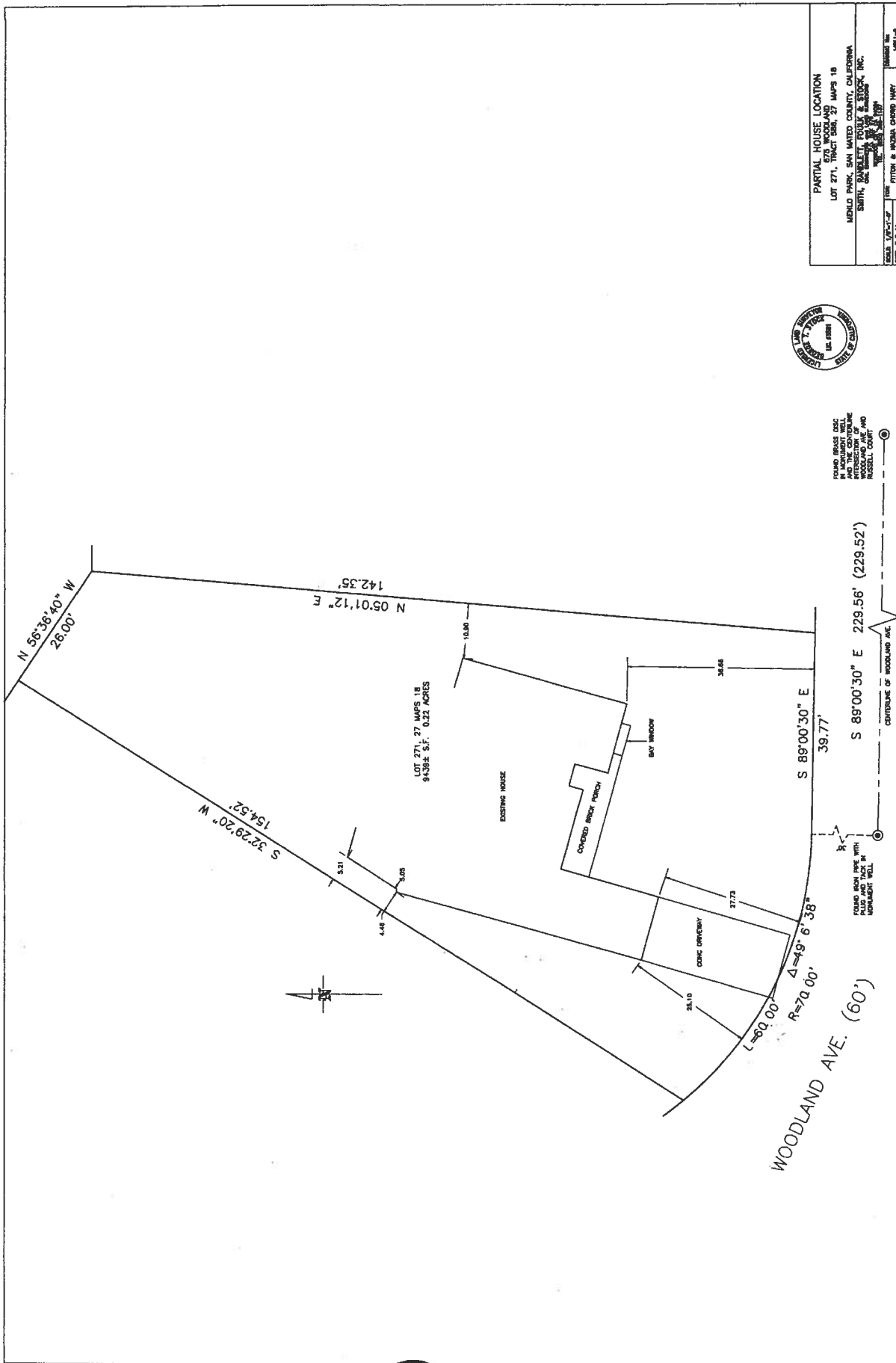
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DATE: 03/06/2014





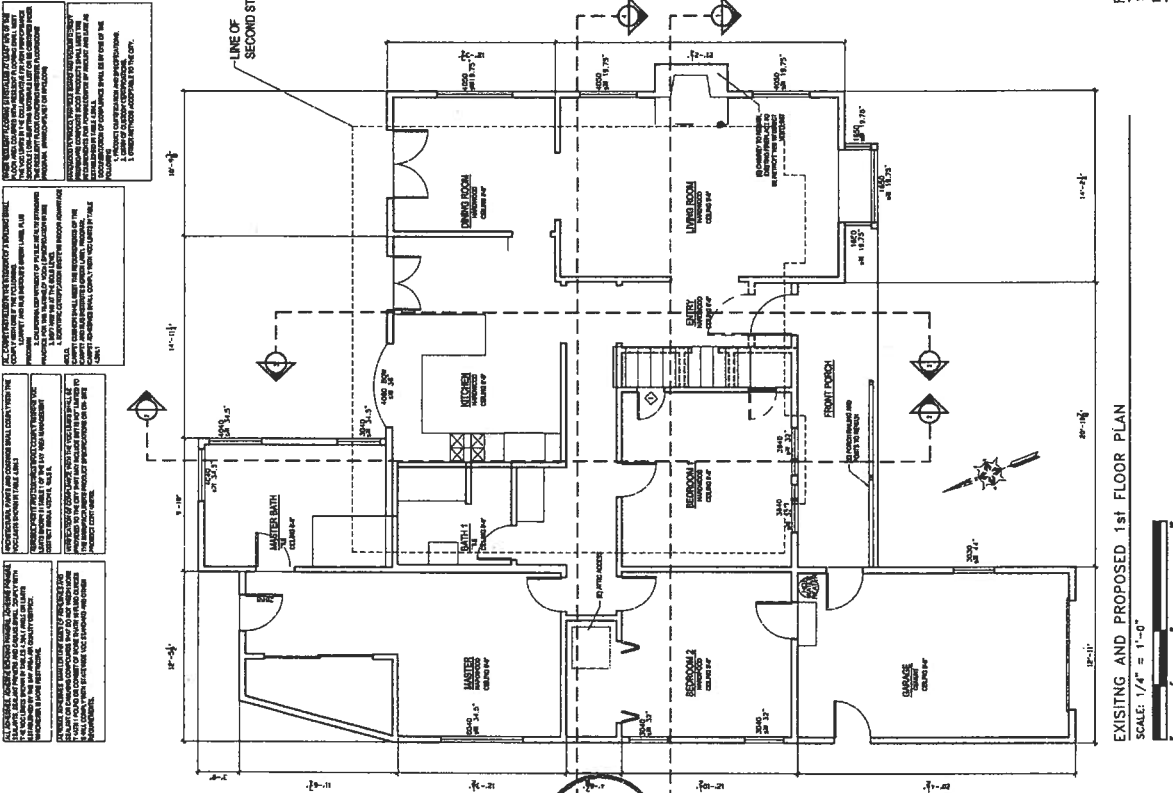
PARTIAL HOUSE LOCATION

LOT 271, TRACT 208, 27 MAPS 18
 WOODLAND PARK, SAN MATEO COUNTY, CALIFORNIA
 SHERIDAN, BARRETT, FRY & STECK, INC.
 1000 S. WOODLAND AVE., SUITE 100
 WOODLAND, CALIF. 94066

SCALE 1/4"=1'-0"
 DATE 7-2-82
 DRAWN BY
 CHECKED BY
 FITCH & WOODLAND PARK

[illegible]

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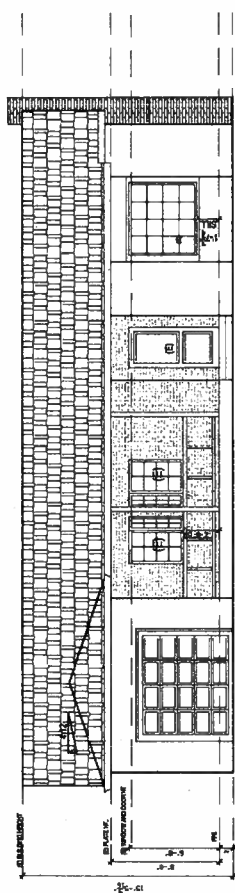


NO	REVISION	BY
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2	9/2/2014	HH
3	9/11/2014	HH

**EXISTING &
PROPOSED
ELEVATIONS**

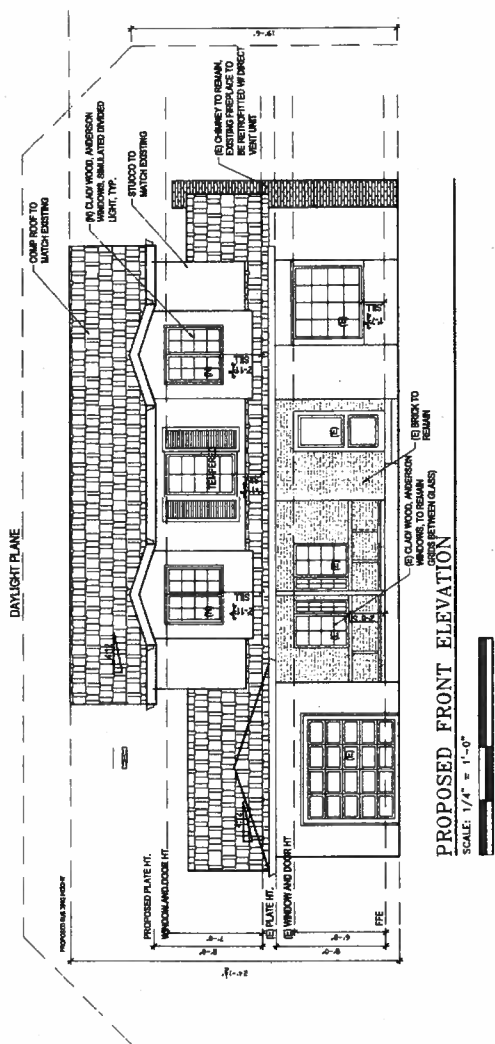
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OF

DATE: 03/06/2014



EXISTING FRONT ELEVATION

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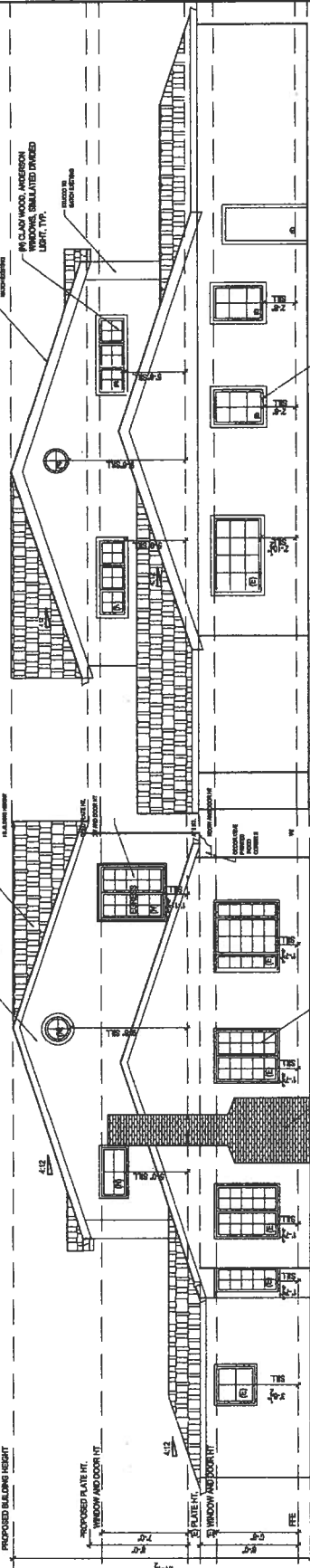
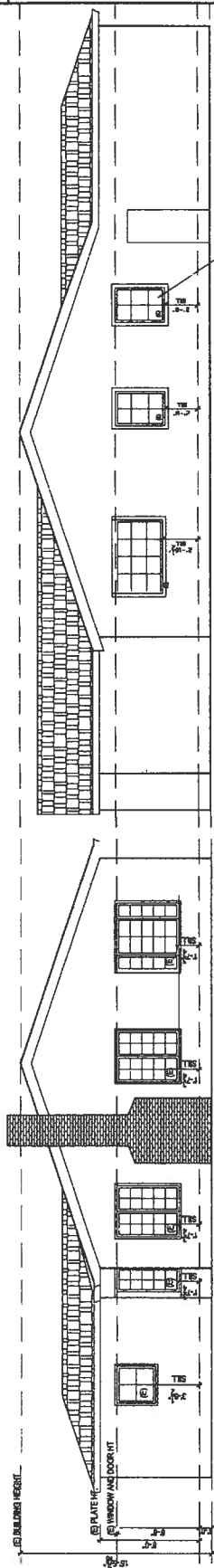


PROPOSED FRONT ELEVATION

SCALE: 1/4" = 1'-0"



NO.	REVISION	BY
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2	8/26/2014	HH
3	8/11/2014	HH



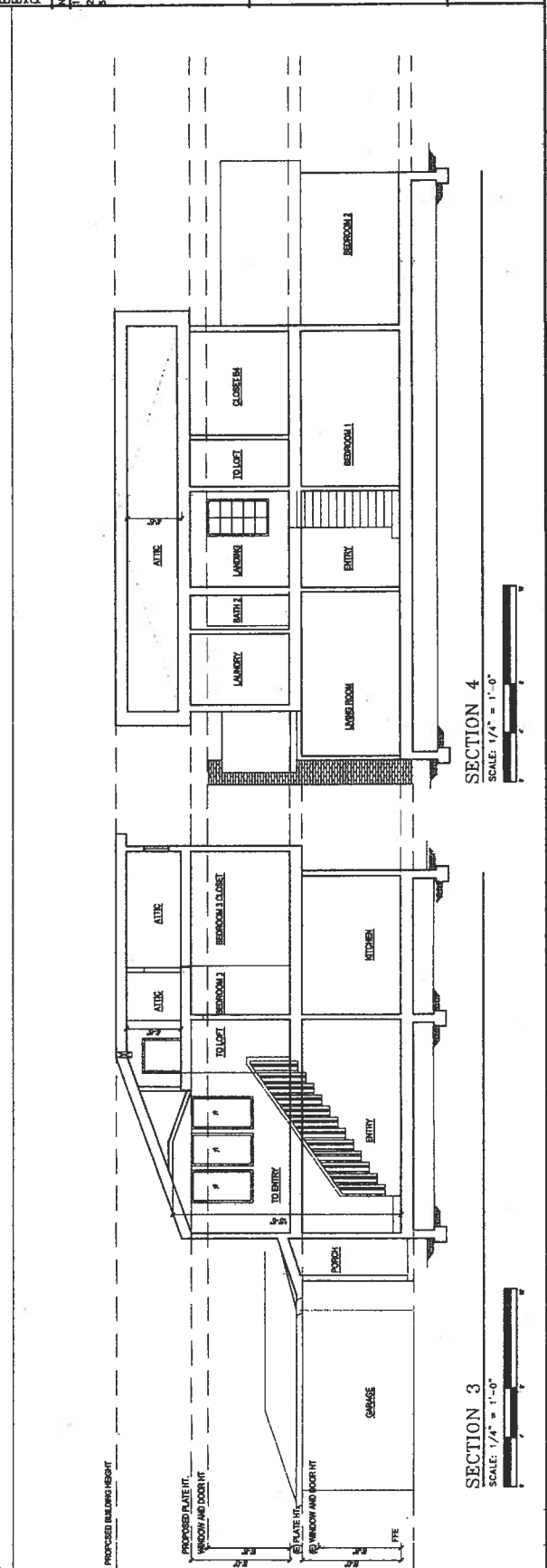
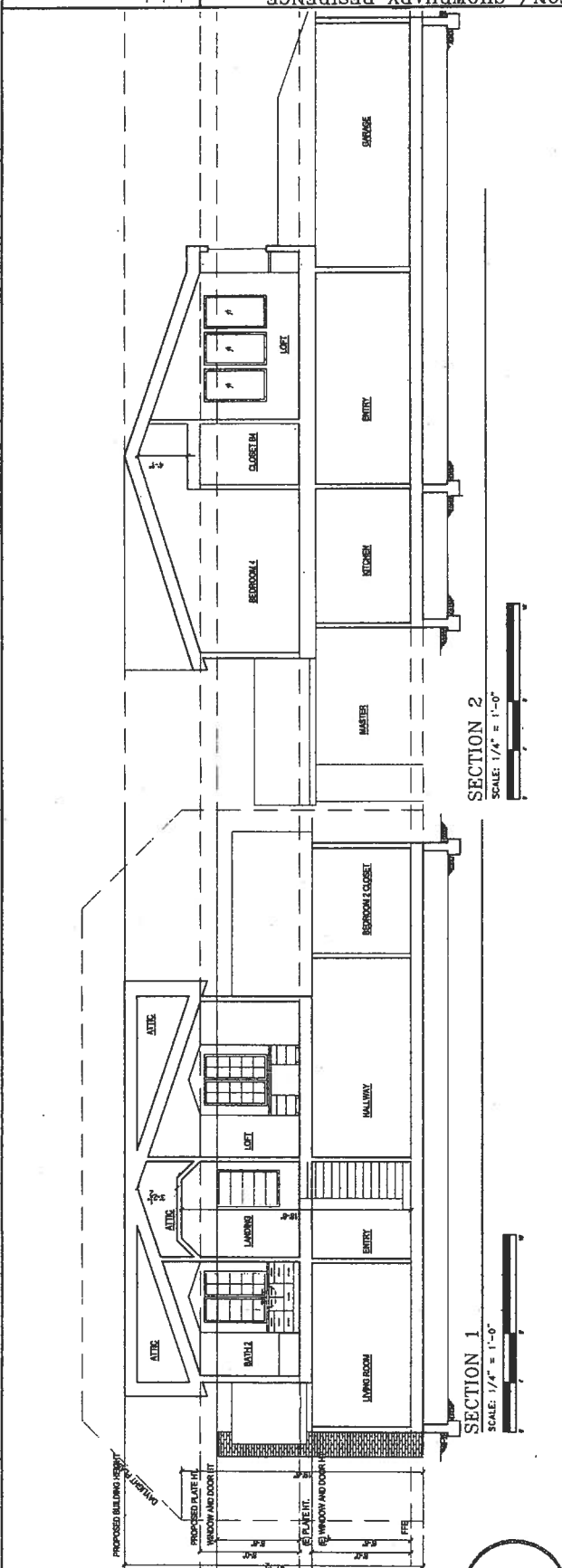
B7

LEATHER HARRINGTON
 15705 SHAW BLVD. #100
 MONTE SERENO, CA 94581
 (925) 832-3311

FITTON / CHOWHARY RESIDENCE
 675 WOODLAND AVENUE
 MENLO PARK CA
 A.P.N. 623-32-350

NO.	REVISION	BY
1	8/23/2014	HT
2	9/2/2014	HH
3	9/11/2014	HH

Sections
 SHEET
A4.1
 OF
 DATE: 03/06/2014



B8

RECEIVED
SEP 30 2014
CITY OF MENLO PARK
BUILDING

September 29, 2014

Heather Harrington
15705 Poppy Lane
Monte Sereno CA 95030
408 656-2511
heather@heatherharringtondesign.com

Stephen Connell
City of Menlo Park Planning Division
Menlo Park, CA 94025

Re: 675 Woodland Ave PLN2014-00035. Project Description

Dear City of Menlo Park Planning Department,
The property owners at 675 Woodland Ave, Mike Fitton and Nazima Chowdhary would like to add 981 square foot second story addition, with an additional 15 square foot addition to the existing entry. The property is a nonconforming lot in that it is irregular shape. The front property line consists of a 60' arc with an additional 39.79 square feet for a total of 99.79 feet. The rear property line is 26' long. The right side is 142.35' and the left side is 154.52'. The proposed second story addition is well with in the set backs all of which do not change with the second story. The proposed height is 24'-1 1/2" with a consistent 8' plate for the addition. The existing windows are Anderson Clad with grid on the interior of the glass. The homeowners do not desire to change any of the existing windows. The homeowners would like to use a similar window with true divided lights. The new addition consists of a study loft, 2 additional bedrooms and a bathroom. There are 3 very large Southern Magnolia trees and a Coastal Oak that are heritage trees. All of these trees will be protected by protective fencing. All construction staging will be on paved surfaces. The proposed project will add a desirable esthetic that will complement the neighborhood. Please feel free to contact me with any questions or concerns regarding the project.

Regards,



Heather Harrington

C1

July 9, 2014

Heather Harrington
15705 Poppy Lane
Monte Sereno CA 95030
408 656-2511
heather@heatherharringtondesign.com

RECEIVED
SEP 04 2014
CITY OF MENLO PARK
BUILDING

Stephen Connell
City of Menlo Park Planning Division
Menlo Park, CA 94025

Re: 675 Woodland Ave PLN2014-00035. Project Description

Dear City of Menlo Park Planning Department,
The property owners at 675 Woodland Ave, Mike Fitton and Nazima Chowdhary have made significant efforts to inform the neighbors of the proposed addition. The homeowners have reached out to their adjacent neighbors to make sure that their project is well received and all concerns are addressed. They spoke to the neighbor at 665 Woodland, (a rental property) and showed him the plans and took him through the proposed building project. Concerns about the project being at the boundary were addressed. The neighbor was pleased and remarked how aesthetically pleasing the proposed project was. The plan was presented to Ann and Richard Reader, who live to the left of the property, their concern was the impact on the daylight plane. The property owners were able to show that the proposed extension did not extend to the daylight plane or have any impact on their property boundary. The Readers have no objections to the project.

Please feel free to contact me with any questions or concerns.

Regards,

Heather Harrington

DI



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF OCTOBER 6, 2014
AGENDA ITEM D2

LOCATION: 321 Laurel Avenue **APPLICANT:** Chris Kummerer

EXISTING USE: Single-Family Residence **OWNER:** Jiannong Chen

PROPOSED USE: Single-Family Residence **APPLICATION:** Use Permit

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

	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	8,567.0 sf	8,567.0 sf	7,000.0 sf min.
Lot width	50.0 ft.	50.0 ft.	65.0 ft. min.
Lot depth	171.0 ft.	171.0 ft.	100.0 ft. min.
Setbacks			
Front	20.0 ft.	28.0 ft.	20.0 ft. min.
Rear	89.0 ft.	100.0 ft.	20.0 ft. min.
Side (left)	5.0 ft.	13.0 ft.	5.0 ft. min.
Side (right)	8.7 ft.	7.0 ft.	5.0 ft. min.
Building coverage	2,427.0 sf 28.3 %	2,080.0 sf 24.3 %	2,988.5 sf max. 35.0 % max.
FAL (Floor Area Limit)	3,191.0 sf	2,034.0 sf	3,191.8 sf max.
Square footage by floor	1,575.0 sf/1st 1,119.0 sf/2nd 228.0 sf/garage 269.0 sf/2 nd dwelling unit 342.0 sf/porches 13.0 sf/fireplaces	1,442.0 sf/1 st 319.0 sf/garage 46.0 sf/porch 273.0 sf/shed	
Square footage of buildings	3,546.0 sf	2,080.0 sf	
Building height	24.8 ft.	15.0 ft.	28.0 ft. max.
Parking	1 covered/1 uncovered (an additional uncovered space serves the secondary dwelling unit)	1 covered	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			
Trees	Heritage trees 6	Non-Heritage trees 11	New Trees 1
	Heritage trees proposed for removal 0	Non-Heritage trees proposed for removal 6	Total Number of Trees 12

PROPOSAL

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

ANALYSIS

Site Location

The subject site is located at 321 Laurel Avenue near the intersection of Laurel Avenue and Gilbert Avenue. The subject parcel is surrounded by single-family homes with the exception of the property to the south, which according to information from the County Assessor, is developed with two detached units. All surrounding parcels are also in the R-1-U zone. Laurel Avenue, which forms a horseshoe with Pope Street, consists of a mixture of one and two-story homes.

Project Description

The applicant is proposing to remove the existing single-story, single-family house and attached garage and construct a new two-story, single-family residence and a secondary dwelling unit with an attached one-car garage. The lot is substandard with regard to the lot width and the two-story residence requires approval of a use permit.

The proposed development would have a floor area of 3,191.0 square feet where 3,191.8 square feet is the floor area limit (FAL) and a building coverage of 28.3 percent where 35 percent is the maximum permitted. The proposed residence would have one bedroom and one office that could be used for a bedroom, as well as two bathrooms, on the first floor. Three bedrooms and two bathrooms would be located on the second floor. The house is proposed to be 24.8 feet in height (including the parapet), below the maximum permissible height of 28 feet, and the proposed structure would comply with daylight plane requirements. A small balcony is proposed adjacent to the master bedroom, which would project no more than 18 inches from the wall. The Zoning Ordinance defines balconies as projecting more than 18 inches from the wall of a building. Because the proposed balcony does not meet this definition, it is not required to meet the minimum setbacks for balconies. The applicant has submitted a project description letter, which discusses the proposal in more detail (Attachment C).

The applicant is also proposing a 269-square foot secondary dwelling unit, with a 228 square foot attached garage to be accessed from the alley in the rear of the property. Although the two-story residence requires use permit review by the Planning Commission, the secondary dwelling unit is a permitted use, as it would meet all applicable standards in the Zoning Ordinance.

The applicant has provided a project description letter which discusses the proposal in more detail (Attachment C) as well as a summary of the property owner's neighborhood outreach (Attachment D).

Design and Materials

The applicant states that the proposed residence was designed in a modern style, with an emphasis on simplicity and function. The proposed design includes flat roofs, a mixture of smooth stucco and cedar siding, aluminum windows and bronze aluminum eaves. The proposed upper level windows would all have sill heights of three feet or more, with the exception of the window at the stairwell, which is designed with translucent glazing up to a height of over nine feet above the landing. One skylight is proposed.

The applicant states that the garage was designed with access from the alley in the rear of the property to present an attractive face to Laurel Avenue and maintain a large private outdoor space in the middle of the lot. A secondary dwelling unit is proposed to be attached to the one-car garage. The proposed garage would have a cedar garage door and cedar siding. The proposed secondary dwelling unit is proposed with stucco and aluminum siding, as well as dark bronze aluminum windows and doors. The proposed garage and secondary dwelling unit would also have flat roofs.

Although the project would be a two-story residence, the applicant proposes varying projections, articulations and material variation, to reduce the massing. The placement of the garage in the rear of the lot, as well as the use of flat roofs, further reduces the massing. The rear garage placement would also help ensure that parking features do not dominate the frontage of this relatively narrow parcel.

Parking and Circulation

The proposed garage would provide one of the required parking spaces for the main dwelling. The proposed location of the garage would help protect a heritage black locust tree and heritage live oak tree, both located along the right side of the lot in the rear half of the property. The second required parking space would be an uncovered parking space to the right of the garage. Both of the spaces would be accessed from the existing alley. The required uncovered parking space for the secondary dwelling unit is proposed in front of the main dwelling, as permitted by the secondary dwelling unit regulations. A proposed path along the right side of the main dwelling, in addition to a series of stepping stones between the main dwelling and the secondary dwelling unit and garage, would provide access from each of the structures to its respective off-street parking.

The building code requires that off-street parking spaces be accessed by an approved all-weather surface. When required off-street parking is accessed via an alley, the City requires that the surface of the alley be improved to allow all-weather access and that a maintenance agreement be recorded to provide for the ongoing maintenance of the alley. If the use permit is approved, the applicant would be required to submit an alley

improvement plan simultaneous with the submittal of a complete building permit application, specifying the installation of an approved form of all-weather surfacing between 321 Laurel Avenue and the bulb of the alley. (The portion of the alley between the bulb and Laurel Avenue is already improved.) The applicant would also be required to record an alley maintenance agreement for the portion of the alley between 321 Laurel Avenue and the Laurel Avenue entrance of the alley (Conditions 4a and 4b). The section of the alley past 321 Laurel Avenue to Gilbert Street would not be improved as a result of the proposed project.

Flood Zone

The subject property is located within the "AE" zone established by the Federal Emergency Management Agency (FEMA). Within this zone, flood proofing techniques are required for new construction and substantial improvements of existing structures. Stated in general terms, for the proposed foundation type, the bottom of the floor joist must be at or above the base flood elevation. The section (Attachment B11) shows the base flood elevation (37.9 feet) in relation to the existing average natural grade (approximately 36.6 feet) and the bottom of the floor joist at the base flood elevation. The elevations for the garage (Attachment B10) show the slab to be below the base flood elevation. Placement below the base flood elevation is permitted for the garage as long as certain requirements, including the placement of appliances at or above the base flood elevation, are met. The Public Works Department has reviewed and tentatively approved the proposal for compliance with FEMA regulations.

Trees and Landscaping

The applicant has submitted an arborist report (Attachment E) detailing the species, size, and conditions of the 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. Two heritage trees are located on the right side of the property; a black locust adjacent to the proposed uncovered parking space and a coast live oak between the proposed uncovered parking space and the proposed main house. Additionally, a heritage redwood is located near the left property line, approximately half way between the proposed house and secondary dwelling unit. Three other heritage trees are located near the subject property; a canary island palm street tree, located in front of the left side of the property, a douglas fir located on the property to the south and a black locust located on the property to the north. No heritage trees are proposed for removal. Eleven non-heritage size trees are located on the property and six of these, three holly trees and three fig trees, are proposed for removal. A new Japanese maple is proposed in the planter in front of the house.

The arborist report indicates that the heritage black locust tree, located on the property to the north of the subject property, would have impacts to its root zone when the foundation is excavated. However, the report states that an arborist would be present to inspect root damage and make mitigation recommendations. The arborist report states that impacts to other heritage trees should be minor to non-existent. Standard tree protection measures will be ensured through recommended condition 3.g.

Correspondence

Staff received emails and letters from several neighbors regarding this project. The property owners of 309 and 311 Gilbert Avenue submitted emails stating their opposition to the use of the alley for access as well as the addition of a secondary dwelling unit on the property. As noted previously, the proposed secondary dwelling unit is a permitted use in the R-1-U zone and it would meet all applicable development standards. The proposed access improvement route is from Laurel Avenue, through the existing alley. As a result, the portion of the alley adjacent to 309 and 311 Gilbert Avenue would not be improved for this project. A letter was also received from the property owner of 328 Pope Street objecting to the use of the alley to access the proposed off-street parking for the main dwelling.

Staff received emails in support of the proposed project, including the use of the alley for access, from the property owners at 318 and 327 Laurel Avenue and 301 Gilbert Avenue. Staff also received an email from the property owners at 313 Laurel Avenue explaining that they worked with the owner of the subject parcel to address privacy concerns. The correspondence from neighboring property owners is included as Attachment F.

Conclusion

Staff believes that the scale, materials, and style of the proposed residence are in keeping with those of the neighborhood. Although the project would be a two-story residence, the applicant proposes varying projections, articulations, and material variation, to reduce the massing. The placement of the garage in the rear of the lot, as well as the use of flat roofs, further reduces the massing. The rear garage placement would also help ensure that parking features do not dominate the frontage of this relatively narrow parcel. The surrounding area is a mixture of one and two-story homes. Staff believes that the scale, materials, and style of the proposal are compatible with the neighborhood. 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 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 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 CKA Architects, consisting of 14 plan sheets, dated received September 23, 2014, and approved by the Planning Commission on October 6, 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 by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
 - 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 the issuance of grading, demolition or building permits.
 - g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.
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 submit an Alley Improvement Plan. The plan shall specify that an approved form of all-weather surfacing be installed between 321 Laurel

Avenue and the bulb of the alley. The plan shall be subject to review and approval of the Planning and Engineering Divisions. Prior to final inspection, the applicant shall implement the required alley improvements, subject to review and approval of the Planning and Engineering Divisions.

- b. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a draft Access Alley Maintenance Agreement for the portion of the alley between 321 Laurel Avenue and the Laurel Avenue entrance of the alley, subject to review and approval of the Planning Division. Prior to issuance of a building permit, the applicant shall submit documentation of the approved Access Alley Maintenance Agreement's recordation, subject to review and approval of the Planning Division.

Report prepared by:
Corinna Sandmeier
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 300-foot radius of the subject property. Planning Commission action will be effective after 15 days calendar 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

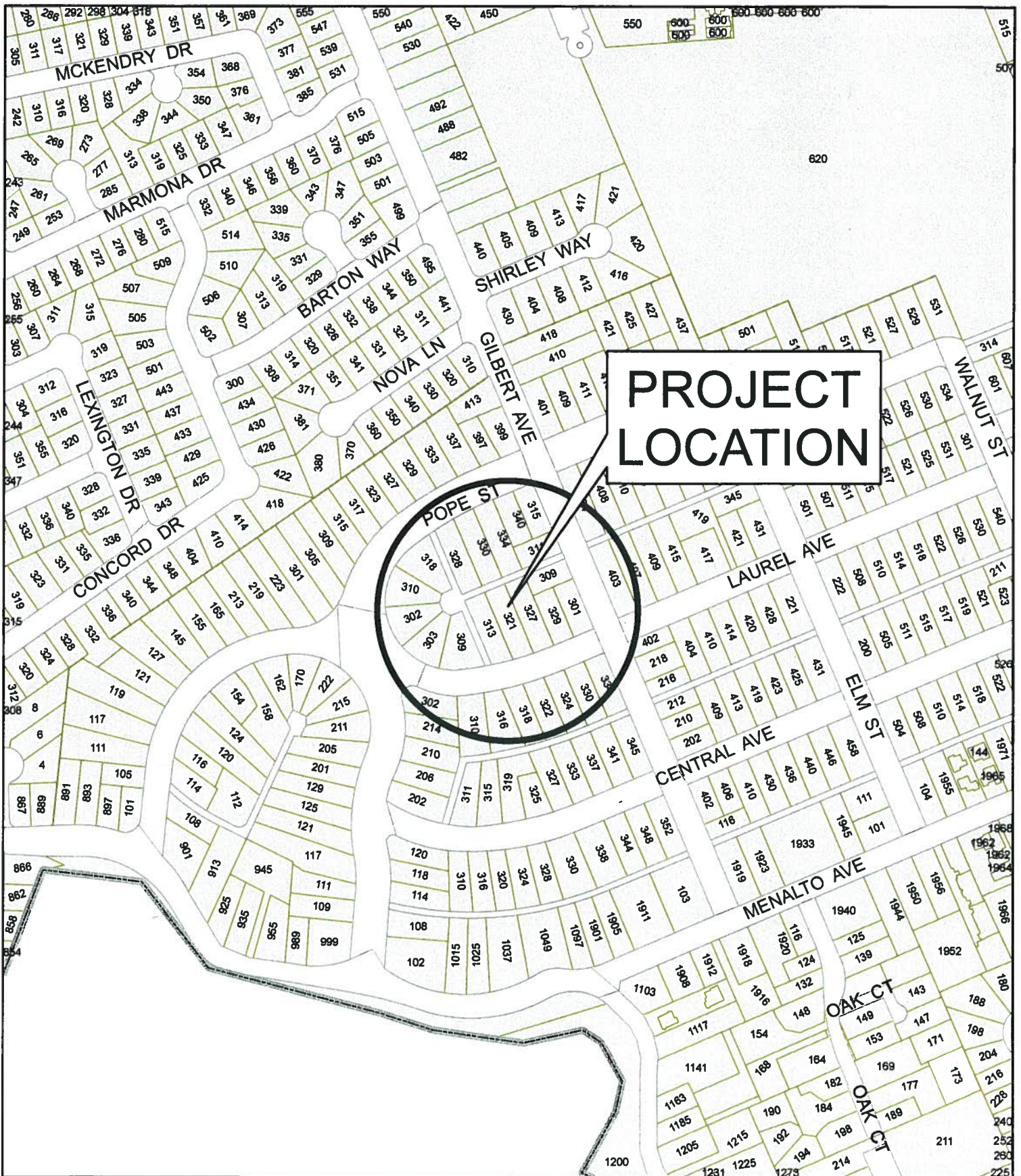
- A. Location Map
- B. Project Plans
- C. Project Description Letter
- D. Description of Neighborhood Outreach
- E. Arborist Report prepared by Kevin Kielty, dated August 9, 2014
- F. Correspondence:
 - Mark Squires and Melinda Taylor, 309 and 311 Gilbert Avenue (multiple messages, including some staff responses)
 - Mark Squires, 309 Gilbert Avenue
 - Melinda Taylor, 311 Gilbert Avenue
 - Gordon Cruikshank, 328 Pope Street
 - Kate Zablocki, 318 Laurel Avenue
 - David Soohoo, 327 Laurel Avenue
 - Sandy Keating, 301 Gilbert
 - Shobha Pai, 313 Laurel Avenue

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\100614 - 321 Laurel Ave.doc



CITY OF
MENLO PARK

CITY OF MENLO PARK

LOCATION MAP
321 LAUREL AVENUE



DRAWN: KTP CHECKED: KTP DATE: 10/06/14 SCALE: 1" = 300' SHEET: 1



CORIE L. CUMMINGS, AIA
ARCHITECT
P: 916.278.1054
F: 916.278.0746
WWW.EKAARCHITECTS.COM
1000 CALIFORNIA STREET, SUITE 200
SAN FRANCISCO, CA 94109

REVISIONS:
1. 12/2014 - PERMIT REVIEW
2. 12/2014 - PERMIT REVIEW

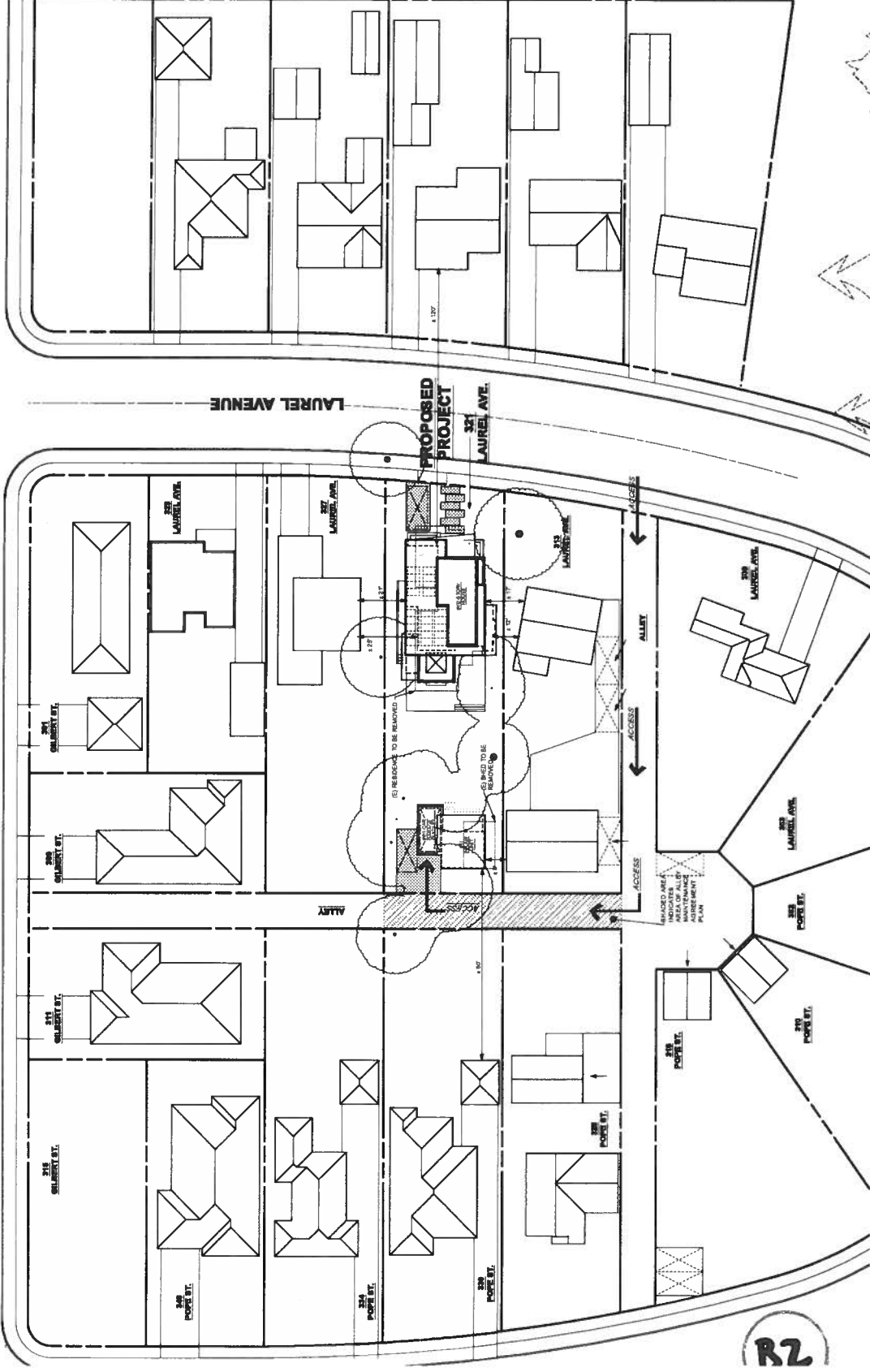
A NEW RESIDENCE AT
321 LAUREL AVENUE
MENLO PARK, CA 94025

NOT FOR CONSTRUCTION
STAMP
CONSULTANT

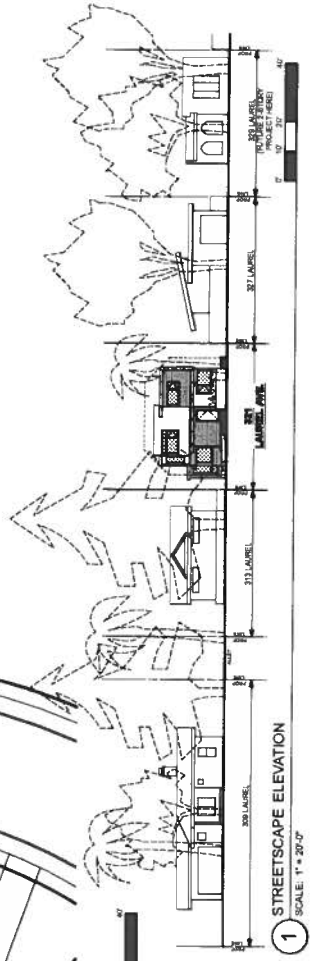
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AREA PLAN, STREETSCAPE
ELEVATION, SITE PLAN

GILBERT AVENUE



2 AREA MAP
SCALE: 1" = 20'-0"



1 STREETSCAPE ELEVATION
SCALE: 1" = 20'-0"



Menlo Park Fire Protection District
Fire Prevention Bureau
170 Middlefield Road
Menlo Park, CA 94023
Website: www.menlofire.org

Date: September 15, 2014

Applicant:	CIA. Aristides
Name:	Chris Kummerover
Phone:	(650) 213-0142
Project:	2 - Near 5th's
Address:	321 Laurel Ave
City:	Menlo Park

Permit #: CP141102 Scope: Phishing Dept. Review-Building Site conditions - 2 New SPT's
Reviewed by: Soaz Blakelock (650) 684-1465

% Approved w/ conditions

The project is to comply with the 2013 CA Building / Fire Codes and local amendments. The following plan review comments are applicable to this submittal:

- [illegible]

The fire inspectors assigned as project or Fire Inspector, Book Block at the Merit Park Fire Precinct District are:

Nothing in this review is intended to authorize or approve any aspects of the design or installation which do not strictly comply with all applicable codes and standards. Merit Park Fire Protection District is not responsible for landowner errors or omissions pertaining to its review and/or subsequent field inspections(s) i.e., additional comments may be added during subsequent drawing review or field inspection. Please call us with any questions.



1-800-4-A-BOOKS
 1-800-426-2542 / 626-223-0345
 1-800-426-4500 / 1-800-426-4600
 C160000 360-405-7671/6722/6706
 254-4795/255 2555 2206

REVISIONS

0-20-2014 USE PERMIT SUBMITTAL
0-22-2014 USE PERMIT REVISIONS

321 LAUREL AVENUE
A NEW RESIDENCE AT:

MENDLO PARK, CA 94025

NOT FOR CONSTRUCTION

... LOVE NUMBER ...

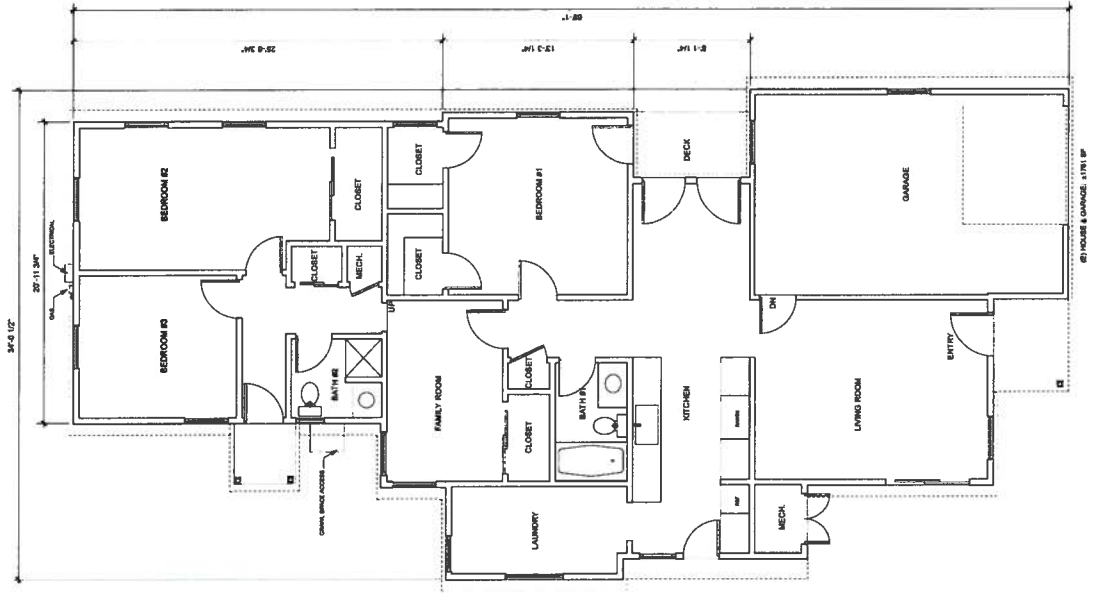
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HERE APPROVAL LETTER

© 2000 by Blackwell Science Ltd, *Journal of Internal Medicine* 247: 395–402

B3





1 EXISTING FLOOR PLAN
Scale: 1/8" = 1'-0"



2 EXISTING HOUSE ELEVATIONS
Scale: 1/8" = 1'-0"



CORR. LUNARWARR. ASSOCIATES
P. 800.203.0147 • 650.323.0144
4000 10TH AVENUE, SUITE 200, SAN ANTONIO, TX 78204
C. 214.442.2222
WWW.EKAARCHITECTS.COM

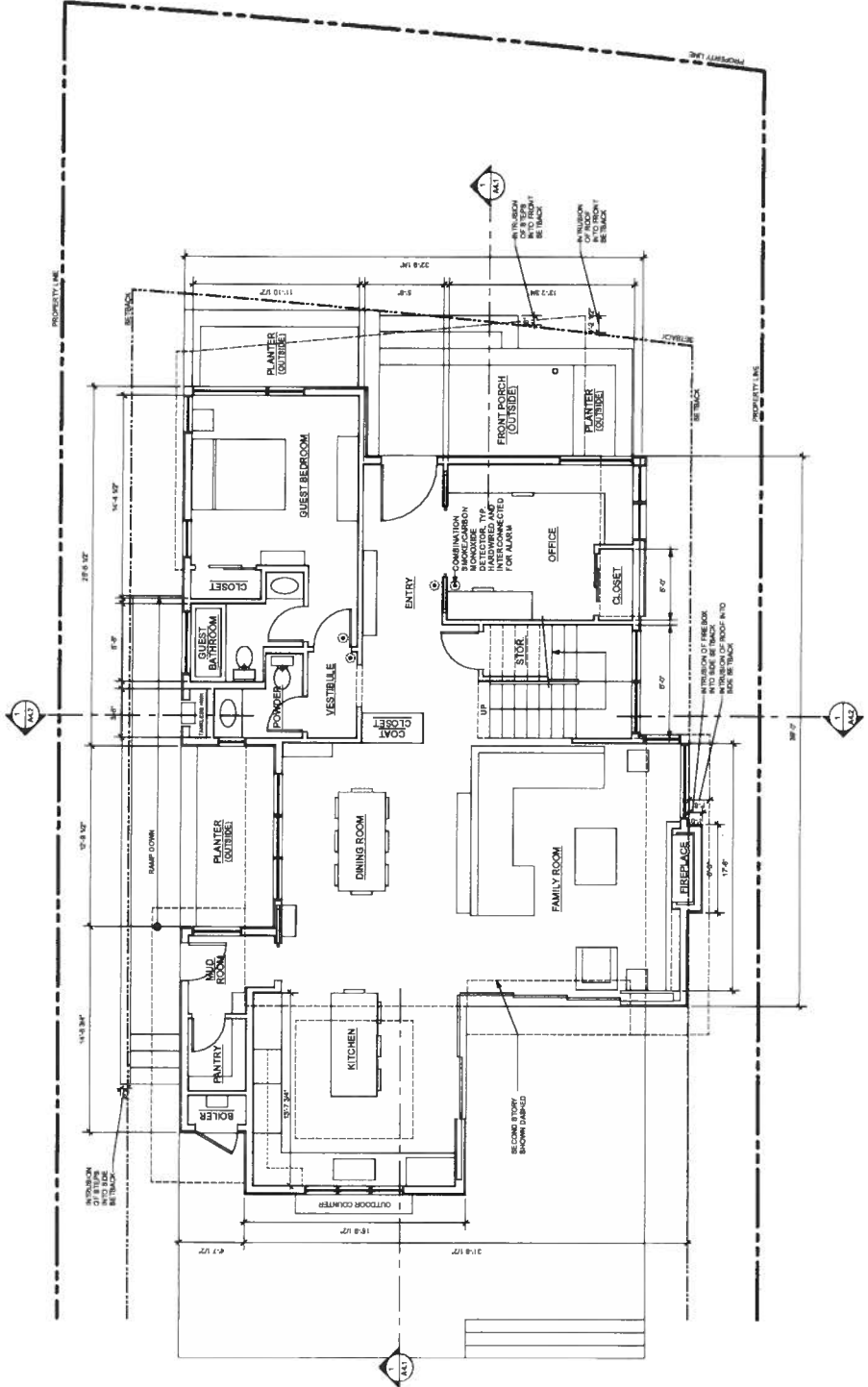
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R202014. LINE POINT SUBMITTAL
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A NEW RESIDENCE AT
321 LAUREL AVENUE
MENLO PARK, CA 94025

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CONSULTATION

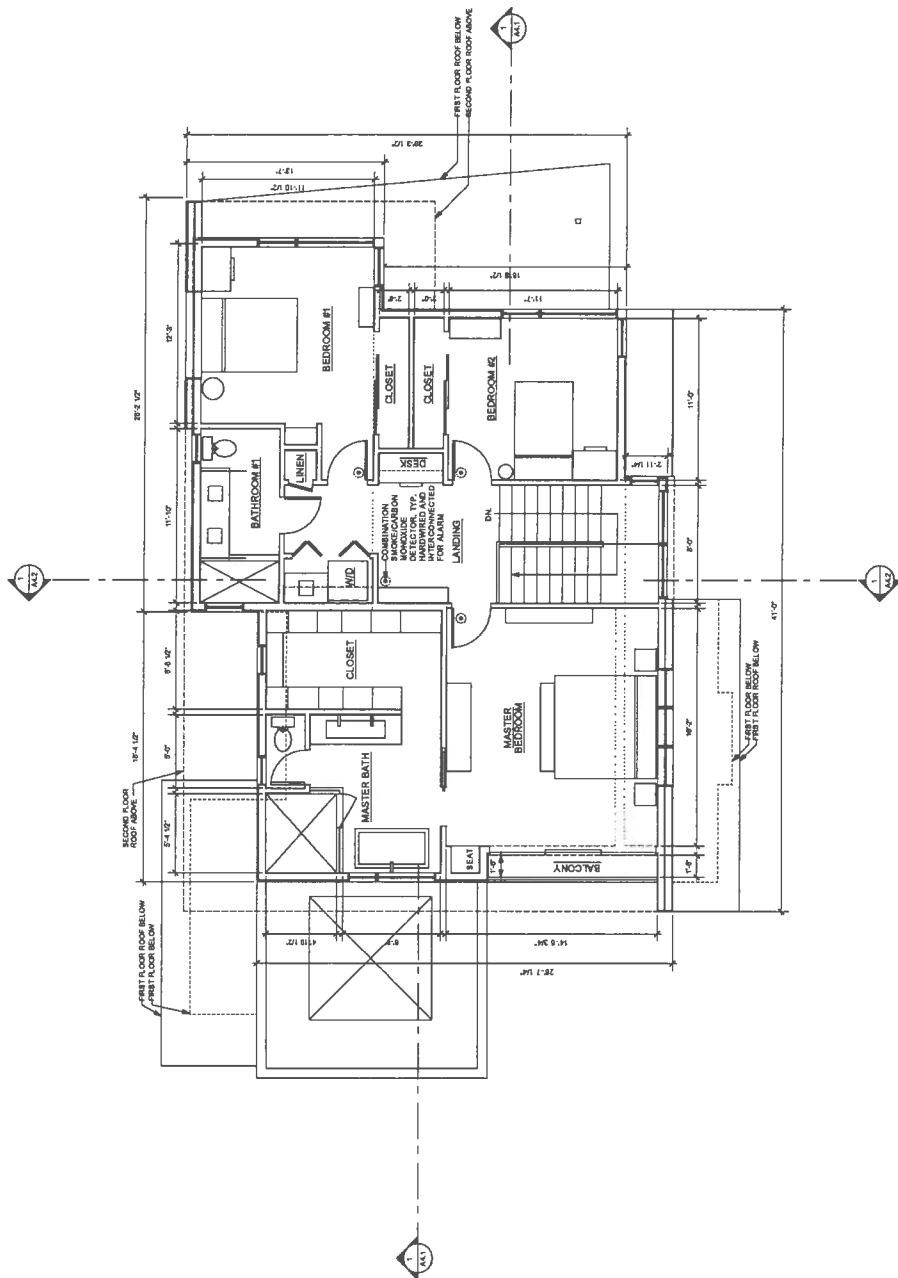
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FIRST FLOOR PLAN



1 PROPOSED FIRST FLOOR PLAN
Scale: 1/8" = 1'-0"

B6



1 PROPOSED SECOND FLOOR PLAN
Scale: 1/4" = 1'-0"



321 LAUREL AVENUE
A NEW RESIDENCE AT

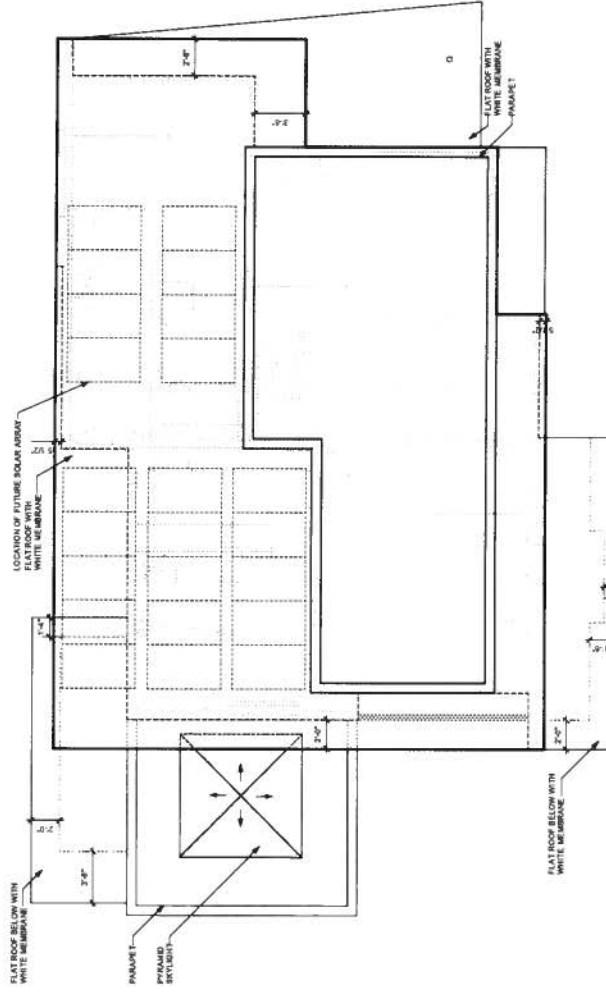
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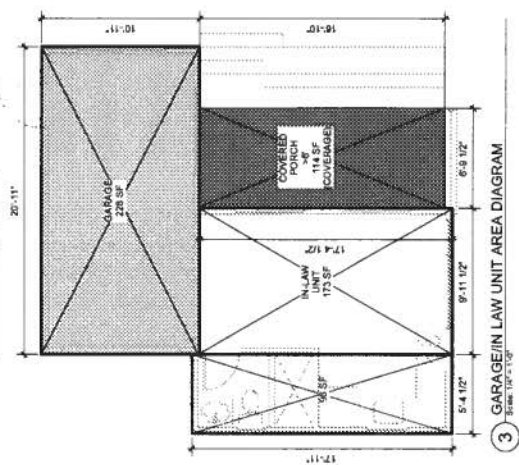
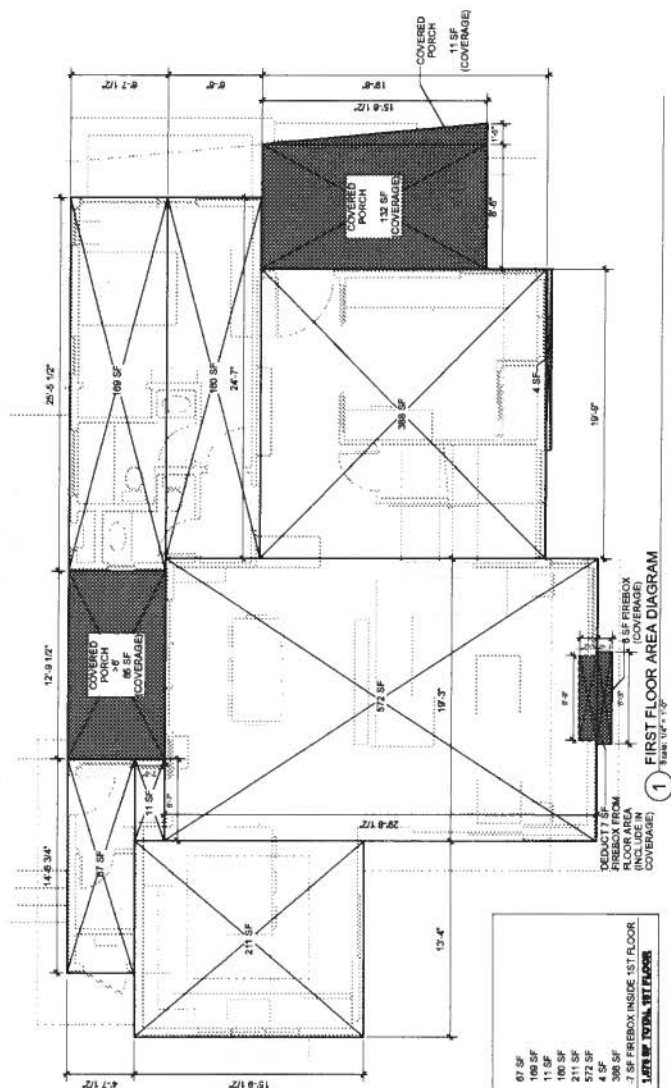
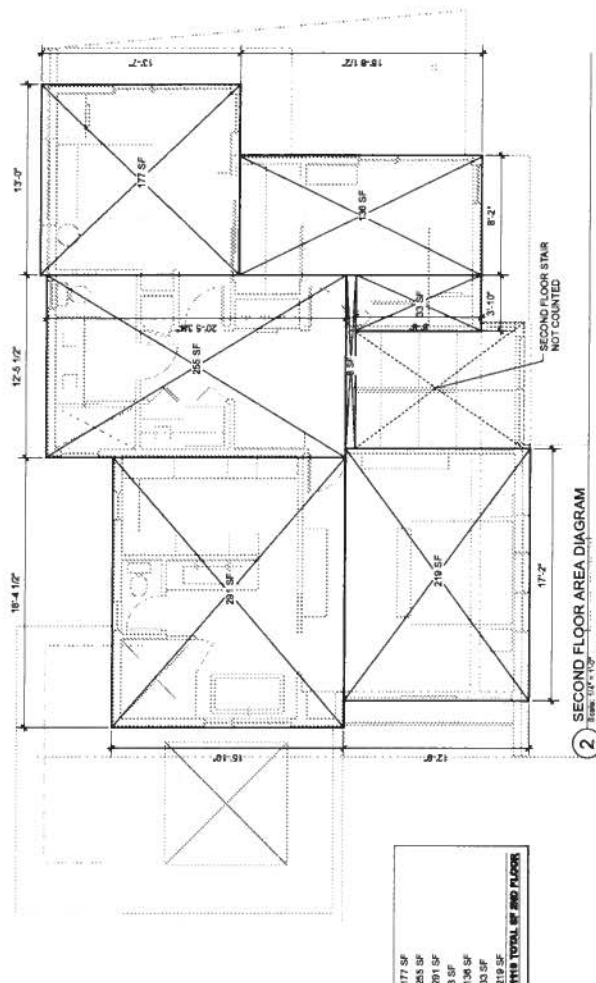
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A2.3

MAIN HOUSE ROOF PLAN



1 MAIN HOUSE ROOF PLAN
Scale: 1/4" = 1'-0"



FLOOR AREA TOTAL:

ST FLOOR:	1,575
2ND FLOOR:	1,119
GARAGE:	228
IN-LAW:	269
TOTAL:	3,191 SF

TOTAL COVERAGE TOTAL:

ST FLOOR:	1,575 SF
COVERED PORCHES >6"	342 SF
REBOX TOTAL:	13 SF
GARAGE:	228 SF
CLAW:	269 SF
TOTAL:	2,427 SF

114 SF
85 SF
132 SF
11 SF

228 SF TOTAL GARAGE
90 SF
173 SF
228 SF TOTAL IN-LAW UNIT

GARAGE/IN LAW UNIT AREA DIAGRAM

$$10^{-10} \text{ m}^2 \text{ s}^{-1}$$

(BIO)





CORIN LUNN/2004-15/2013-16
3000 10TH AVE, SUITE 200
SAN FRANCISCO, CA 94104
415.774.1111
WWW.EKAARCHITECTS.COM

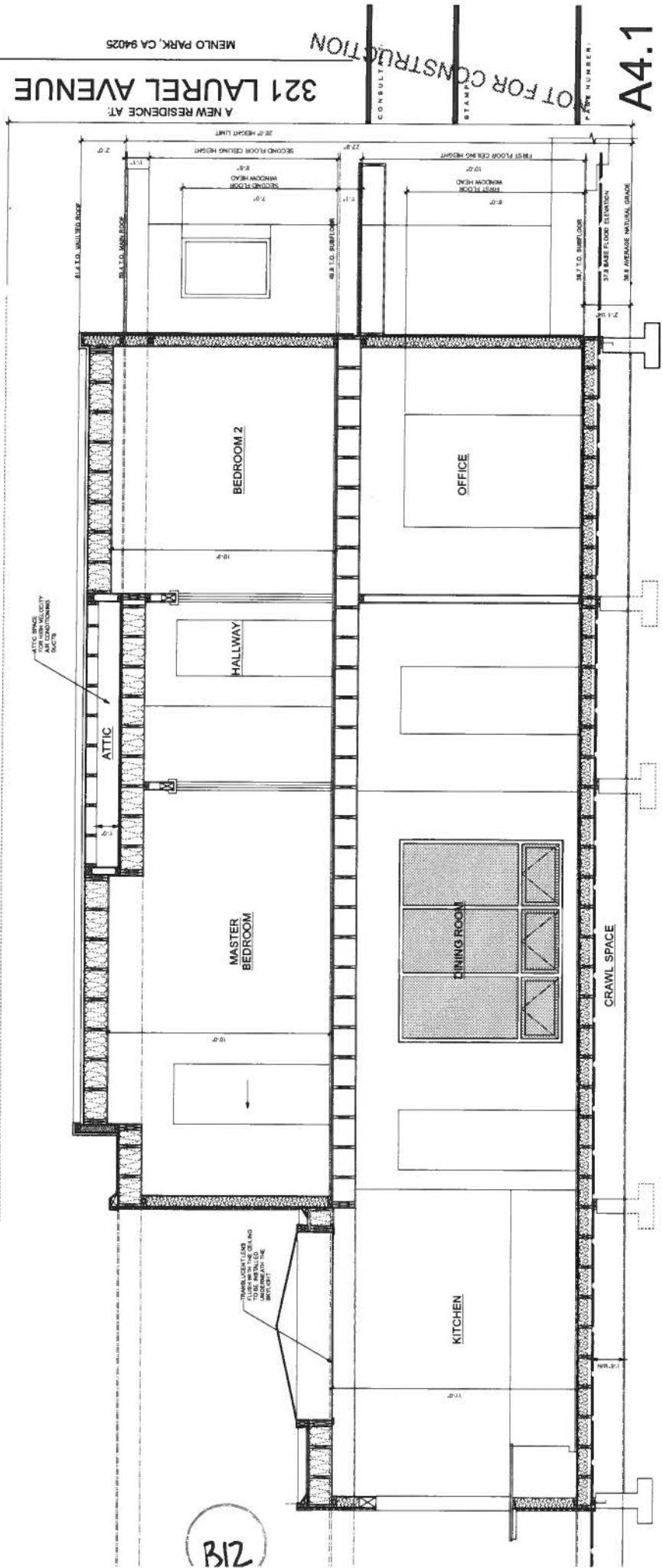
REVISION:
1. 10/15/14: PERMIT REVISION
2. 10/15/14: PERMIT REVISION

A NEW RESIDENCE AT
321 LAUREL AVENUE
MENLO PARK, CA 94025

NOT FOR CONSTRUCTION
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CONSULTANT

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SECTION



1 LONGITUDINAL SECTION
Scale: 1/8" = 1'-0"

B12



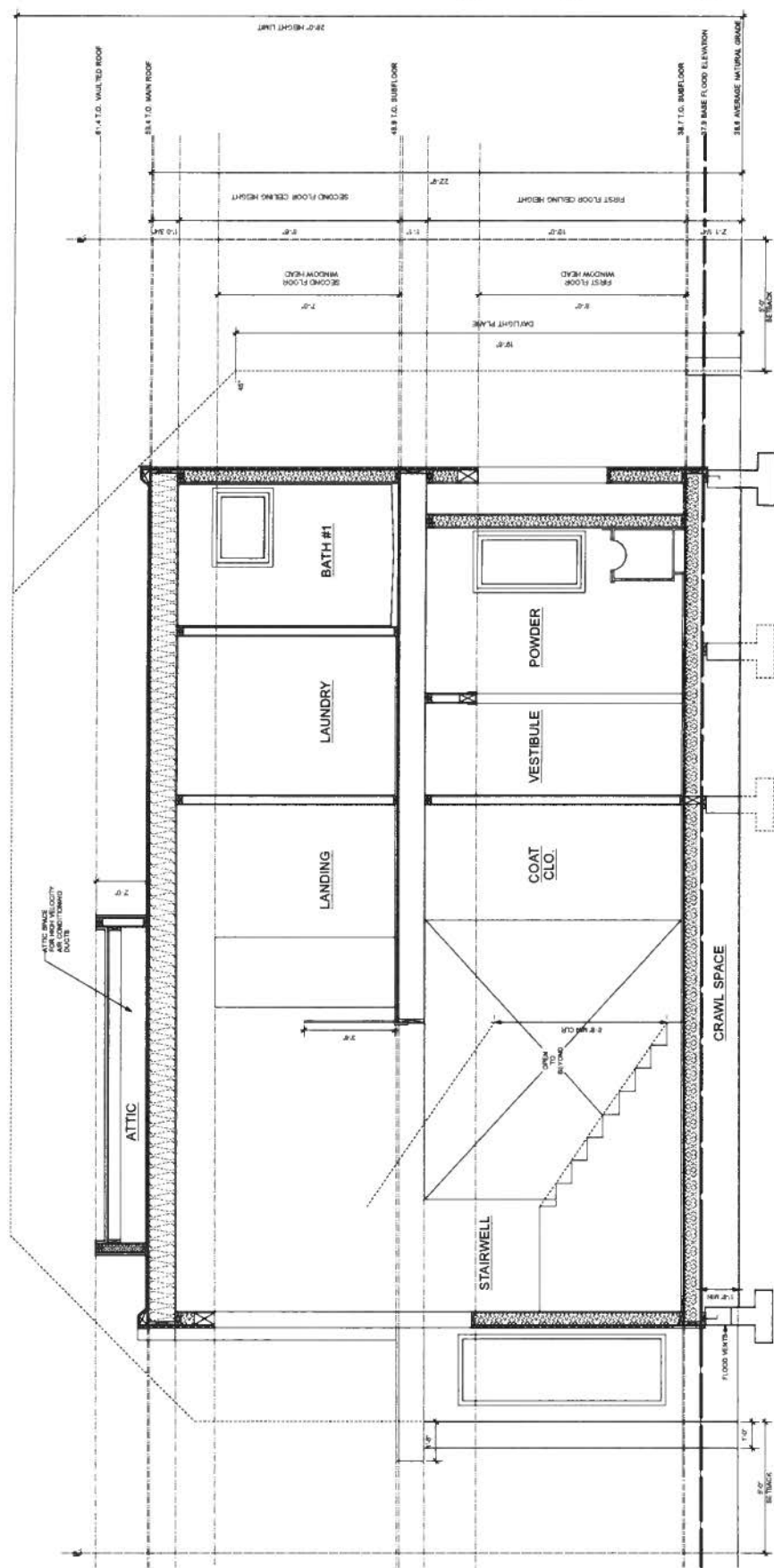
7481 GUARDERIA AVENUE, SUITE 100
SAN JOSE, CA 95120
408.253.1040 • 408.253.0745
WWW.CKAARCHITECTS.COM
SAN JOSE OFFICE
SAN FRANCISCO OFFICE
REVISIONS
9-20-2014 JMB PERMIT SUBMITTAL
9-22-2014 JMB PERMIT REVISIONS

A NEW RESIDENCE AT
321 LAUREL AVENUE
MENLO PARK, CA 94025

NOT FOR CONSTRUCTION
STAMPS
CONSULT

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PAGE NUMBER

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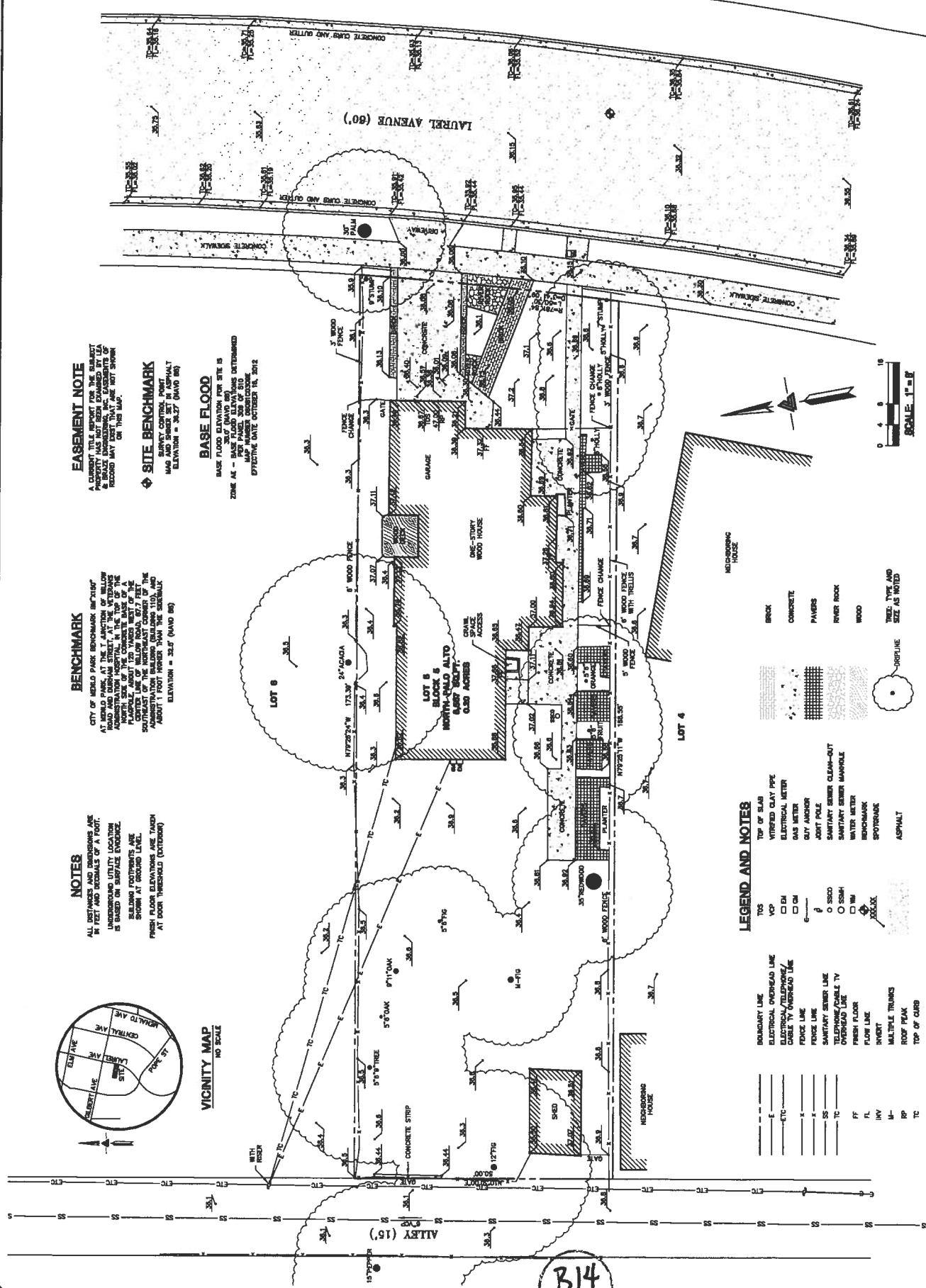
1 CROSS SECTION
SCALE: 1/8" = 1'-0"

R13

321 LAUREL AVENUE
MENDOTO PARK, CALIFORNIA

2

LEA & BRAZE ENGINEERING, INC.
CIVIL ENGINEERS • LAND SURVEYORS
SACRAMENTO REGION
2017 DOUGLAS BLVD. # 300
ROCKVILLE, CALIFORNIA 95661
(916) 887-4080
(916) 887-3018
WWW.LEA-BRAZE.COM



A CURRENT TITLE REPORT FOR THE SUBJECT PROPERTY HAS NOT BEEN EXAMINED BY LEA & BRAZE ENGINEERING, INC. EASEMENTS OF RECORD MAY EXIST THAT ARE NOT SHOWN ON THIS MAP.

SURVEY CONTROL POINT
MAG AND SHNER SET IN ASPHALT
ELEVATION = 36.27' (NAVD 88)

BASE FLOOD ELEVATION FOR SITE IS
33.0' (NAVD 88)
ZONE A1 - BASE FLOOD ELEVATIONS DETERMINED
PER PANEL 308 OF S10
MAP NUMBER 0001030000
EFFECTIVE DATE OCTOBER 18, 2012

CITY OF MEMPHIS PARK BENCHMARK 5M "X150"

ALL DISTANCES AND DIMENSIONS ARE
IN FEET AND DECIMALS OF A FOOT.
UNDERGROUND UTILITY LOCATION
IS BASED ON SURFACE EVIDENCE.
BUILDING FOOTPRINTS ARE
SHOWN AT GROUND LEVEL.
FINISH FLOOR ELEVATIONS ARE TAKEN
AT DOOR THRESHOLD (OUTDOOR).

TOP OF SLAB
VERTIFIED CLAY PIPE
ELECTRICAL METER
GAS METER
GUY ANCHOR
JOINT POLE
SANITARY SEWER CLEAN-OUT
SANITARY SINKER MANHOLE
WATER METER
BENCHMARK
SPOTMARK
ASPHALT

37436 **01**

cka | ARCHITECTS

September 22, 2014

This project involves the construction of a new residence on the site of an existing residence that was built in the 1950's. The purpose of this proposal is to renovate a blighted property by building a new home for a young couple.

The design consists of a two-story main residence and a single-story detached garage with an In-Law unit. The design proposes alley access to the new garage at the rear of the property. As a part of this proposal, a repair and maintenance agreement will be recorded for this section of the alley. Area plan A0.1 shows the proposed alley access for this property: access will be from Laurel Street and then the section from the alley "bulb" to the rear of 321 Laurel. The Laurel street façade will be enhanced by the fact that the garage is located at the rear. A mature redwood tree is located centrally on the southern side of the property. The proposed design respects the existing native tree by maintaining 23' from the nearest proposed structure.

The design of the house has been informed by modern architecture with an emphasis on simplicity and function. The elements of modern design include; flat roofs with generous overhangs, a mixture of smooth stucco and clear cedar siding, aluminum windows and bronze aluminum eaves. The forms were conceived to create interest with various heights, window sizes and juxtaposition of siding materials. The color scheme is a mixture of earth tones that is meant to soften the linear feel of the contemporary design. Two planters are built into the design to further incorporate natural elements.

The layout of the house was informed by three important environmental factors: solar access, rear garage placement with alley access and the existing redwood tree. The living spaces are located on the south to maximize southern and eastern sunlight and passive solar heating. Large overhangs are designed on the south side to create shadows for privacy and passive cooling. The house has also been designed to incorporate energy saving strategies including spray foam insulation, radiant heating, high efficiency cooling, passive solar shading of western and southern exposures and minimization of openings on the cold northern side.

The alley garage access makes it possible for the design to present an attractive face to Laurel Avenue by omitting the otherwise unsightly garage doors and by maintaining a large private outdoor space at the middle of the lot without the intrusion of a long driveway to access a rear garage. The alley access also

CHRIS KUMMERER & ASSOCIATES

650.233.0342 | CONTACT@CKA-ARCHITECTS | 2089 AVY AVENUE, MENLO PARK CA 94025 | CKA-ARCHITECTS.COM



preserves one heritage 17" coast live oak and one 7.5" coast live oak that would otherwise be removed for a driveway access. The alley access improves an otherwise blighted alley.

Structures were sited to be outside the drip line of the existing redwood tree in recognition of their historical and biological importance. Other important factors include minimizing overall height while raising the house to conform with the FEMA mandated flood heights and maintaining privacy for neighbors. The design of flat roofs minimizes bulk by emphasizing the horizontal and eliminating the mass of a large gable or hip roof that would cap a more traditional style home. Windows with high sills have been incorporated in the side facing bedrooms and bathrooms to minimize privacy conflicts with neighbors. The front of the house is located $\pm 25'$ from the front property (5' beyond the required setback) to help minimize apparent bulk and mass from the street. The design of the home includes features to help ensure privacy with adjacent neighbors. These features include; predominantly high windowsills on the second story, translucent glass in the large stairway windows (as discussed with southern neighbor) and architectural fins that block side views from the master juliette-balcony and bedroom #1 windows to the neighboring properties. Additionally, the property Owners have engaged the neighbors in discussions about the design to explain the overall layout, window locations and property access. Documentation of those interactions is included herein.

It is our hope that the project demonstrates a thoughtful design with regards to site planning, bulk and mass, architectural style, access and privacy.

Sincerely,
Chris Kummerer

Principal Architect
CKA Architects
Menlo Park, CA



Neighbor Discussion Regarding New Construction at 321 Laurel Avenue

Summary:

1. **327 Laurel Ave** (adjacent neighbor at north): supportive of new house plan including use of alley as back entrance
2. **313 Laurel Avenue** (adjacent neighbor at south): had a video chat with them. Supportive of new house plan.
3. **322 Laurel Avenue** (adjacent neighbor at west): supportive of new house plan including use of alley as back entrance
4. **330 Pope St** (adjacent neighbor at east): no concern with house plan and fine with our plan with the alley
5. **318 Laurel Ave:** supportive of the house plan including use of alley as back entrance
6. **324 Laurel Ave:** supportive of the house plan including use of alley as back entrance
7. **329 Laurel Ave:** their house is in re-modeling and they don't live there. We left them note and contact information.
8. **334 Pope St:** supportive of new house plan including use of alley as back entrance
9. **328 Pope St:** review the plan with Mr. Gordon. His only concern is the use of alley, and he prefers the alley to be left as wild.
10. **318 Pope St:** Greg just sold the house. We heard the new owner is supportive of alley use, and we plan to reach out.
11. **301 Gilbert Ave:** supportive of the house plan including use of alley as back entrance
12. **309 Gilbert Ave:** Talked with Mark three times about our design and plan. His only concern is about the use of alley. Discussed different design option with him and explained to him why we choose to the current design. Mark said he will talk to Melinda too.
13. **311 Gilbert Ave:** Stopped by Melinda's place twice, but she wasn't home and we left her contact information. Heard that she has concern about the use of alley. Mark mentioned he will talk to her.

Details:

- **327 Laurel Ave (adjacent neighbor at north):** supportive of new house plan including use of alley as back entrance
 - August 10th: talked to David and her wife. They are supportive of the plan, use of alley, and 2nd dwelling unit. They think by properly maintaining the alley, it allow him to use the alley easily and help the safety of alley. He also thinks the ability to use the alley is important since the electric and sewage pipe are in the alley.
 - July 16th: talked to the neighbor at 327 Laurel. Showed the external 3D images of the house (4 sides), and left images and contact information with them. They are supportive of the new house plan.

- **313 Laurel Avenue** (adjacent neighbor at south): generally supportive of new house plan
 - dropped by 3 times (July 16, July 30, August 10) but they were on long vocation at Ohio (according to neighbors). Left them with note and contact information on August 10th.
 - **August 15th:** Video chatted with them, since they are in Ohio. Discussed the windows facing south. We pointed out 1/it will be frosted glass for the window from staircase, 2/there will be a solid wall block the sight from 2nd floor patio to south. 3/ the window from master bedroom will be above eye level.

- **322 Laurel Avenue (adjacent neighbor at west):** supportive of new house plan including use of alley as back entrance
 - **July 16th:** reviewed the plan with neighbor at 322 Laurel. Showed the external 3D images of the house (4 sides), and left images and contact information with them. He is supportive of the new house plan.

- **330 Pope St** (adjacent neighbor at east): no concern with house plan and fine with us putting gravel
 - **July 16th:** Showed the external 3D images of the house (4 sides), and left images and contact information with them. They didn't raise any concern on the house.
 - **August 10th:** reached out regarding the use of the alley. They are okay with us maintaining the alley with gravel, which is how we plan to maintain the alley.

- **328 Pope Avenue:** review the plan with Mr. Gordon. His only concern is the use of alley, and he prefers the alley to be left as wild.
 - **August 10th:** dropped by the house. Mr. Gordon wasn't home, and we plan to drop by again.
 - **August 14th:** dropped by and reviewed the plan with Mr. Gordon. His only concern is regarding the use of alley, and he prefers the alley to be left as wild without maintenance.

- **318 Pope St:** Greg just sold the house. We heard the new owner is supportive of alley use, and we plan to reach out.

- **318 Laurel Avenue:** supportive of new house plan including use of alley as back entrance
 - **August 10th:** supportive of new house plan including use of alley as back entrance.
- **324 Laurel Avenue:** supportive of new house plan including using of alley as back entrance
 - **August 10th:** reached out to owner regarding the house plan. He is supportive of the new house and the use of alley.
- **334 Pope St:** supportive of new house plan including using of alley as back entrance
 - **August 14th:** reached out and review the new house plan including the alley use. The owner is supportive of the new house and the use of alley.
- **301 Gilbert Ave:** supportive of new house plan including using of alley as back entrance
 - **August 10th:** reached out to owner regarding the house plan. She is supportive of the new house and the use of alley. She feels the alley is better to be put to use.
- **309 Gilbert Ave:** concerned about the use of alley. Would prefer to the alley to be left unused and wild
 - **August 6th :** chatted about the alley use for over 30 mins. Mark is concerned about the use of alley, and believe it may increase noise for his house.
 - **August 14th:** dropped by again to discuss the house plan. We pointed out that we will only the alley with gravel from laurel side to our house and the alley in front of his house will be left as it is. He is still concerned about increase noise for his house.
 - **September 24:** Talked to Mark after work (Wednesday 9/24). Shared with him our plan - the same as the original one that we shared earlier. We had a good conversation and I told him that we have discussed other alternatives of the access from the alley and decided to keep the design as it's. I also pointed out that in our design there is dedicated parking space in front and the garage in the back will be mostly used as storage. Coupled with the fact that we will only put gravel from our garage to the laurel side of the alley so that the usage from the Gilbert side will be minimized. I think it has addressed some of his concerns. Mark said he will talk to Melinda (311 Gilbert)
- **329 Laurel Ave:** their house is in re-modeling and they don't live there. We left them note and contact information.
- **328 Pope St:** review the plan with Mr. Gordon. His only concern is the use of alley, and he prefers the alley to be left as wild.

- **August 10th:** dropped by but only talked to Gordon's wife, as Gordon isn't home. We are planning on dropping by again on August 14th to discuss more.
- **August 14th:** dropped by and reviewed the house plan with Mr. Gordon. His only concern is the use of alley. We pointed out we will only put gravel over the alley, similar to how the alley is maintained east of his house. He still prefers the alley to be left as wide without any maintenance.
- **311 Gilbert Ave:** wasn't home and we left her contact info. Heard she is concerned about alley use
 - **August 10th:** Melinda wasn't home and we left her contact information. Heard that she has concern about the use of alley
 - **August 14th:** dropped by again around 7:30pm, however Melinda wasn't home.

Kielty Arborist Services

Certified Arborist WE#0476A

P.O. Box 6187

San Mateo, CA 94403

650- 515- 9783

August 9, 2014

Junyan Xie
266 Walker Drive
Mountain View, CA 94043

Site: 321 Laurel Avenue, Menlo Park, CA

Dear Junyan,

As requested on Saturday, August 9, 2014, I visited the above site for the purpose of inspecting and commenting on the trees. A new home addition is planned for this site and as required by the City of Menlo Park a survey of the trees and a tree protection plan will be included.

Method:

The significant trees on this site were located on a map provided by you. Site plan A1.0 was reviewed for this report. Each tree was given an identification number. This number was inscribed on a metal foil tag and nailed to the trees at eye level. The trees were then measured for diameter at 54 inches above ground level (DBH or diameter at breast height). Each tree was assigned a condition rating from 1 to 100 for form and vitality using the following scale;

1	-	29	Very Poor
30	-	49	Poor
50	-	69	Fair
70	-	89	Good
90	-	100	Excellent

The height of each tree was estimated and the spread was paced off. Lastly, a comments section is provided.

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
1	Canary Island palm (<i>Phoenix canariensis</i>)	36est	60	40/30	Fair vigor, fair form.
2*	Douglas fir (<i>Pseudotsuga menziesii</i>)	36est	65	70/40	Good vigor, fair form, heavy lateral

321 Laurel/8/9/14

(2)

Tree#	Species	DBH	CON	HT/SP	Comments
3	Holly (<i>Ilex aquifolium</i>)	4.5	40	15/10	Poor vigor, poor form, suppressed,
4	Holly (<i>Ilex aquifolium</i>)	5.5	50	20/10	Fair vigor, poor form, suppressed.
5	Holly (<i>Ilex aquifolium</i>)	5.1	50	15/10	Fair vigor, poor form, suppressed.
6	Lemon (<i>Citrus limon</i>)	9.0	50	20/20	Poor-fair vigor, fair form.
7	Lemon (<i>Citrus limon</i>)	9.1	55	20/20	Fair vigor, fair form.
8	Redwood (<i>Sequoia sempervirens</i>)	36.1	75	75/40	Good vigor, good form.
9	Fig (<i>Ficus carica</i>)	8est	55	20/20	Good vigor, poor-fair form, multi leader at 1 foot.
10	Fig (<i>Ficus carica</i>)	11.6	55	20/20	Good vigor, poor-fair form, multi at 1 foot.
11	Black locust (<i>Robinia pseudoacacia</i>)	15.5	50	35/20	Good vigor, fair form, multi leader at base.
12	Coast live oak (<i>Quercus agrifolia</i>)	7.5	55	25/10	Good vigor, poor form, codominant at 1 foot with a poor crotch, include bark.
13	Coast live oak (<i>Quercus agrifolia</i>)	17.0	55	35/30	Good vigor, poor-fair form, codominant at 1 foot.
14	Fig (<i>Ficus carica</i>)	9.1	40	15/10	Fair vigor, poor form, suppressed.
15*	Black locust (<i>Robinia pseudoacacia</i>)	24est	55	45/35	Good vigor, fair form, 2 feet from property line.

*indicated neighbors tree

Summary:

The trees on site are a mix of native oaks and several species of imported trees. The trees are in poor to good condition with no excellent trees. The trees have received no recent maintenance.

No protected trees are planned for removal. The only removed trees will be well under the threshold for protected trees. Tree protection is well displayed on the site plan and impacts to the protected trees should be minor to non-existent. The neighbors locust #15 will have some impacts to its root zone when the foundation is excavated. The site arborist will be on site to inspect root damage and make mitigating recommendations. The following tree protection plan will help to keep impacts to a minimum.

Tree Protection Plan:

Tree protection zones should be established and maintained throughout the entire length of the project. Fencing for the protection zones should be 6 foot tall metal chain link type supported by 2 inch metal poles pounded into the ground by no less than 2 feet. The support poles should be spaced no more than 10 feet apart on center. The location for the protection fencing should be as close to the dripline as possible still allowing room for construction to safely continue. Signs should be placed on fencing signifying "Tree Protection Zone - Keep Out". No materials or equipment should be stored or cleaned inside the tree protection zones.

Areas outside the fencing but still beneath the dripline of protected trees, where foot traffic is expected to be heavy, should be mulched with 4 to 6 inches of chipper chips.

Cut all roots clean with a saw or loppers. Roots to be left exposed for a period of time should be covered with layers of burlap and kept moist. The site arborist will be on site for the excavation the foundation.

Trenching for irrigation, electrical, drainage or any other reason should be hand dug when beneath the driplines of protected trees. Hand digging and carefully laying pipes below or beside protected roots will dramatically reduce root loss of desired trees thus reducing trauma to the entire tree. Trenches should be backfilled as soon as possible with native material and compacted to near its original level. Trenches that must be left exposed for a period of time should also be covered with layers of burlap and kept moist. Plywood over the top of the trench will also help protect exposed roots below.

Normal irrigation should be maintained throughout the entire length of the project. The imported trees on this site will require irrigation during the warm season months. Some irrigation may be required during the winter months depending on the seasonal rainfall. During the summer months the trees on this site should receive heavy flood type irrigation 2 times a month. During the fall and winter 1 time a month should suffice. Mulching the root zone of protected trees will help the soil retain moisture, thus reducing water consumption.

During the demolition process all tree protection must be in place. An inspection prior to the start of the demolition is required. A pre-demolition meeting with the site arborist may be required. All vehicles must remain on paved surfaces if possible. If vehicles are to stray from paved surfaces, 4 to 6 inches of chips shall be spread and plywood laid over the mulch layer. This type of landscape buffer will help reduce compaction of desired trees. Parking will not be allowed off the paved surfaces. The removal of foundation materials, when inside the driplines of protected trees, should be carried out with care. Hand excavation may be required in areas of heavy rooting. Exposed or damaged roots should be repaired and covered with native soil. Tree

Six inches of chipper chip mulch will be spread beneath the driplines of all protected trees . The mulch layer will be kept 12 inches from the trunk of protected trees.

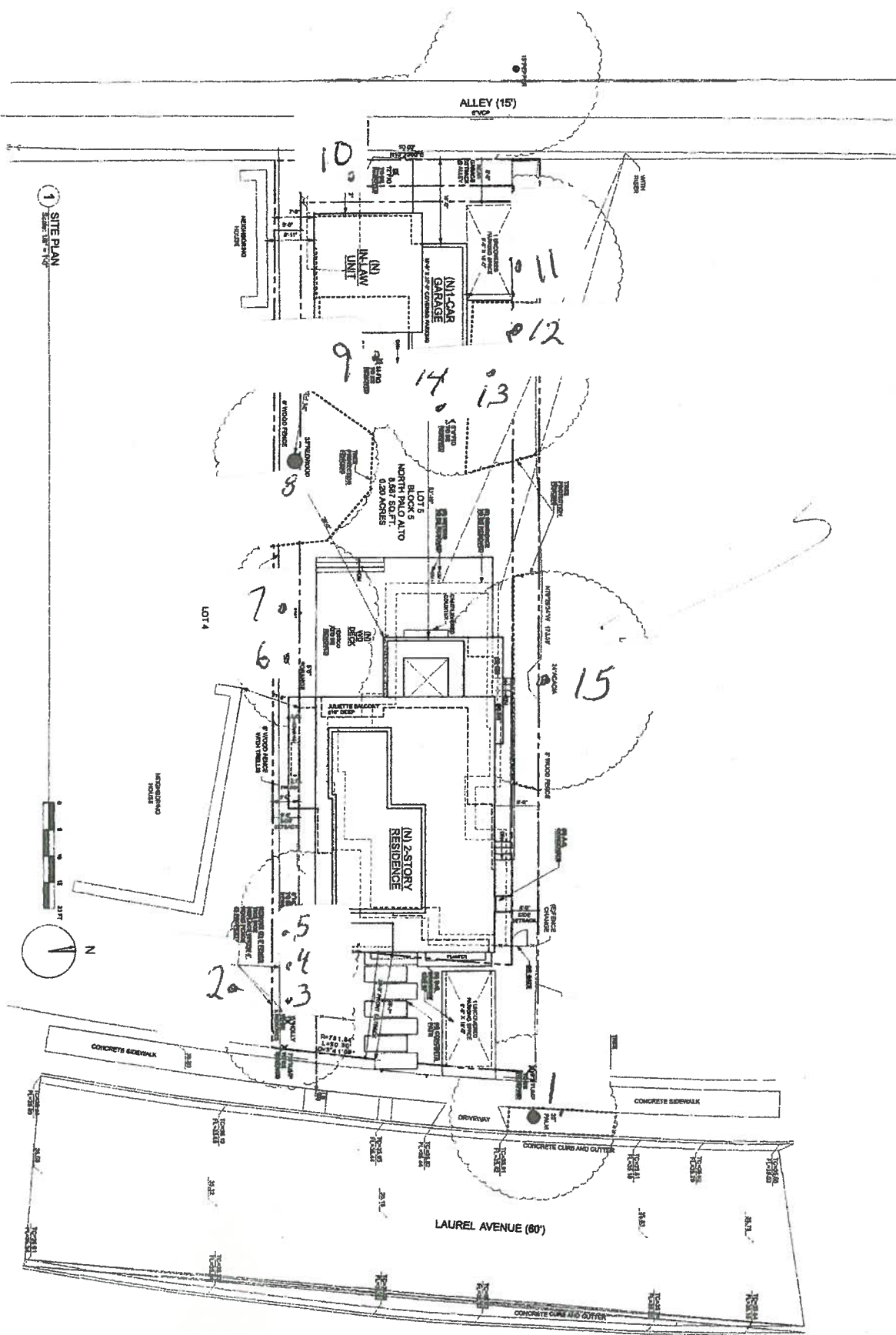
The City of Menlo Park does not require documented monthly site inspections. Inspections should be carried out by the site arborist. An inspection of the tree protection fencing will be required. Other inspections will be on an as needed basis.

This information should be kept on site at all times. The information included in this report is believed to be true and based on sound arboricultural principles and practices.

Sincerely,

Kevin R. Kielty
Certified Arborist WE#0476A

E4



Sandmeier, Corinna D

From: Heineck, Arlinda A
Sent: Monday, September 29, 2014 6:04 PM
To: Sandmeier, Corinna D
Subject: 321 Laurel

From: Heineck, Arlinda A
Sent: Thursday, August 21, 2014 4:42 PM
To: 'Msqu1234@aol.com'
Subject: RE: A Letter to Mr. McIntyre from a Concerned Menlo Park Resident

Mr. Squires,

It is true that the City has no discretion over the construction of a secondary dwelling unit on the property so long as the proposed unit meets all development standards contained within the Zoning Ordinance. Based on staff's preliminary review, the secondary unit does appear to meet all required standards. In this case, there is no appeal process since the City has no discretion.

The issue of alley access is more complex. All properties that front the alley have a right to use the alley. In the specific case of the proposal at 321 Laurel, the project design shows the one required parking space for the secondary unit located at the front of the property and accessed from Laurel. The two car garage located at the rear of the property and accessed from the alley is intended to serve the main house. As noted previously, the applicant would be required to improve and maintain the alley that provides access to the garage. The applicant has now submitted documentation that he intends to improve and maintain the alley access from Laurel. However, since the main house requires approval of a use permit by the Planning Commission, the Commission can consider the overall design and location of the garage during its review and could request a redesign of the property to relocate the garage serving the main house. Even if the garage were to be relocated and/or accessed from Laurel, the property owner would retain the right to access the property from the alley, similar to other property owners on the block.

You should feel welcome to present your concerns to the Planning Commission. This can be done both through written correspondence and by appearing and speaking during the public hearing on this item (please note that the item has yet to be scheduled for a specific meeting). If the action ultimately taken by the Commission is unsatisfactory to you, you have the right to appeal that action to the City Council.

Because the Commission's actions in any particular case are not necessarily predictable, and the Commission has an expectation that neighbors will make an effort to work together to find common ground, I would continue to encourage you to discuss your concerns with the project applicant.

Arlinda Heineck

From: Msqu1234@aol.com [mailto:Msqu1234@aol.com]
Sent: Friday, August 15, 2014 12:22 PM
To: Heineck, Arlinda A
Cc: McIntyre, Alex D
Subject: Re: A Letter to Mr. McIntyre from a Concerned Menlo Park Resident

Thank you for your reply back.

So in essence when you cut through all this verbiage you are saying the City allows for a secondary dwellings without any further approvals, the owners can and will use the alley and if I have any issues to take it up with the owners?

If this is the case, Are you saying as a MP resident and taxpayer I have no recourse and there is no community appeal process with the Planning Commission and/or no public meeting on this proposal?

I find this reply troubling. Do we need to consult an attorney?

Regards,
Mark Squires

Sent from my iPhone

On Aug 15, 2014, at 10:02 AM, "Heineck, Arlinda A" <AAHeineck@menlopark.org> wrote:

Dear Mr. Squires,

My name is Arlinda Heineck and I am the Community Development Director for the City. Mr. McIntyre has asked that I share information with you on the regulations as they relate to secondary dwelling units, use of the alley, and specifics related to the proposal at 321 Laurel Avenue.

Regarding secondary dwelling units, California State law requires that local jurisdictions allow for secondary dwelling units through ministerial action. Ministerial actions are those in which the City has no discretion other than ensuring that projects meet required codes. As an example, the issuance of building permits is a ministerial action of the City. The law also allows local jurisdictions to establish criteria under which the units can be approved. Examples of the criteria include size, setbacks and height.

State law also requires cities to complete Housing Elements to address the housing needs of the region. Housing Elements must include goals, standards and programs meant to address the City's fair share of regional housing need. The programs must allow for a variety of housing types, provide for a variety of affordability levels, and minimize or remove constraints to the development of housing, including governmental constraints. The City recently completed its Housing Element for the State-mandated planning period of 2015-2023. Through public workshops and public meetings of the Housing Element Steering Committee, Housing Commission, Planning Commission and City Council, the development of secondary dwelling units was identified as an appropriate strategy for providing affordable units in the City. Specifically, Policy H4.11 of the Housing Element encourages the development of well-designed secondary dwelling units and the legalization of existing secondary dwelling units or conversion of accessory buildings or structures to safe and habitable secondary dwelling units as an important way to provide affordable housing in combination with primary residential uses on low-density lots. This policy is also reflected in Implementation Programs H4.E and H4.F. The City originally adopted ordinances allowing for secondary dwelling units in 1983, consistent with State law at that time. In accordance with the Housing Element Implementation Programs, the City recently amended the Zoning Ordinance to (1) comply with the current State law, (2) to encourage the development of secondary dwelling units, and (3) to establish new criteria for secondary dwelling units. Below, please find a link to the Housing Element and related Zoning Ordinance changes on the City's website.

<http://www.menlopark.org/572/Housing-Element-Update-Implementation>

Regarding alleys, when the Willows subdivision was developed offers of dedication were made for the alleys, but not accepted by San Mateo County at the time, or the City upon annexation into the City. As such, the alleys are neither public nor privately owned and ownership remains unresolved. Although the alleys are not public streets, there is an implied public right-of-access for the alleys. Although not a party to, the City is aware of a past lawsuit over the alley in question in which the judge's final determination upheld the public right-of-access.

For the specific project located at 321 Laurel Street, the application requires use permit review by the Planning Commission for the development of the main house on the property. The proposed secondary dwelling unit does not require discretionary approval, consistent with State law. As part of orienting the secondary unit to access the alley, the applicants will be required to select one of the three possible alley access points, improve the alley from the intersection of the public street to the project site with an all-weather surface and enter into a long-term maintenance agreement. The initial recommendation from the City Engineering Division is that either the alley from Pope Street or Laurel Avenue be chosen since both of these legs are already improved. However, ultimately the choice lies with the applicant and to the City's knowledge a decision has not yet been made.

It is the City's understanding that the project applicants are reaching out to the neighbors to discuss the project. The applicants have advised us that they intend to reach out to you as well. Please understand that the project is in the early stages of review and this is the best time to be able to affect change in the project. We would strongly encourage you to work directly with your neighbors to achieve the best possible outcome for you both. If helpful, the City can provide you with a recommendation for mediation services.

If I can provide more information or answer additional questions, please feel free to contact me.

Arlinda Heineck

From: "MSqu1234@aol.com" <MSqu1234@aol.com>
Date: August 2, 2014 at 12:03:19 PM PDT
To: "McIntyre, Alex D" <admccintyre@menlopark.org>
Cc: "Jerome-Robinson, Starla L" <slrobinson@menlopark.org>, "Murphy, Justin I C" <JICMurphy@menlopark.org>, "Mueller, Raymond" <RDMueller@menlopark.org>
Subject: A Letter to Mr. McIntyre from a Concerned Menlo Park Resident

Mr. McIntyre:

As City Manager, I wanted to forward the email to below you which I originally had sent to Ms. Corinna Sandmeier, Contract Planner in the Planning Division. I want to make you are aware of the situation my neighbors and I are facing in our Willows neighborhood and how it will negatively impact our families.

I am asking for you support and leadership to amicably resolve this issue.

Regards, Mark Squires
309 Gilbert Ave Resident and Owner

From: MSqu1234@aol.com
To: cdsandmeier@menlopark.org

Sent: 7/31/2014 2:39:17 P.M. Central Daylight Time
Subj: Response to Notice of Application Submittal for 321 Laurel St. Secondary Dwelling

Corinna:

I have just received a Notice of Application Submittal from the City on the above property. I live at 309 Gilbert and I am quite upset and concerned over this proposal. As well my neighbor, Melinda Taylor at 311 Gilbert is equally concerned.

We did not move into this Residential 1 area of the Willows neighborhood 15 years ago with the intention that the City would be allowing single family residences to build secondary dwellings units on their lots. Granted there are some homes that have had secondary units built years ago, however they were not legal and they have been "grand fathered in over the years. However, from what I can see the City is now permitting this via new construction? There has been a variety of problems with such units over the years as regarding, renting to multiple residents, creating over crowding, excessive noise and safety issues.

We live on the alley that would accommodate this proposed in-law dwelling.

The egress to this proposed dwelling would be in and out of the alley. Both the side perimeter of my house and my neighbor's house face that ally and we would no doubt have to incur traffic and noise on a daily bases that we have never had to encounter before. Our bedrooms and kitchens are both within a couple of inches from the alley. My neighbor's patio butts up against that alley. This would certainly be an egregious infringement on our rights as Menlo Park citizens and homeowners. The quality of our families lives would suffer as well.

I believe this would create other problems in terms of safety, neighborhood congestion, and over populated residential dwellings intended for one family as it has in the past. As a home owner and tax payer I (we) are prepared to fight this if it moves forward and if necessary we will seek legal counsel as well.

We love living in the Willows. We love Menlo Park. We love our homes. Please don't allow this to infringe on the happiness we have shared for the past 15+ years. We are asking for your help in this matter. We are looking for a resolution.

Regards,
Mark Squires, Resident and Owner of 309 Gilbert St.
Melinda Taylor, Resident and Owner of 311 Gilbert St,

Sandmeier, Corinna D

From: Heineck, Arlinda A
Sent: Monday, September 29, 2014 5:51 PM
To: Sandmeier, Corinna D
Subject: 321 Laurel Project

From: Msqu1234@aol.com [mailto:Msqu1234@aol.com]
Sent: Wednesday, September 03, 2014 8:39 PM
To: Heineck, Arlinda A
Subject: Re: City of Menlo Park case number 19363

Requesting driveway access from Laurel Street. Design could be modified to accommodate this or house Square footage could be reduced to allow this and still build the secondary unit. Why is the City encouraging this? Who wants renters in backyards? Accessing via alleys which for years have never been used? My family doesn't need this. They can build the house without maximizing every square foot and leave some room for access from Laurel. Put a bedroom over the driveway and build the garage in the back of the house.

Sent from my iPhone

On Sep 3, 2014, at 8:09 PM, Arlinda Heineck <MenloParkDirectConnect@menlopark.org> wrote:

Dear Mr. Squires: Please consider this an acknowledgement of receipt of your comment. As explained in two previous emails to you, the project at 321 Laurel Avenue will be reviewed by the Planning Commission for the proposed main residence, main residence garage and driveway access to the alley. For the secondary unit itself, the City does not have discretionary approval authority. Your email to Corinna Sandmeier dated July 30, 2014 will be forwarded to the Commission for its consideration during the review of the project. You are more than welcome to attend the Commission meeting as well.

Thank you,
Arlinda Heineck
Community Development Director

Original Request

Complaint in regard to a Notice of Application Submittal for a permit to demolish and build a single story and secondary dwelling on 321 Laurel Street. Currently in touch with Corinna Sandmeier, Associate Planner in the Planning Division. Main complaint is secondary dwelling being built on back alley which requires in and out access past my property and my neighbors. This would severely impact the quality of life for my family and others. An email was sent to Ms. Sandmeier in July 30, 2014 with my specific concerns. This claim will serve as formal documented complaint in your system. Thanks You.
Mark Squires

Sandmeier, Corinna D

From: Melinda Taylor <taylor9951@sbcglobal.net>
Sent: Thursday, August 07, 2014 11:54 AM
To: Sandmeier, Corinna D
Subject: 321 Laurel Ave. Planning Application

Dear Ms. Sandmeier,

I would like to add my extreme displeasure, along with my neighbor Mark Squires of 309 Gilbert Ave., at the proposed plans for 321 Laurel Ave.

I chose to purchase a home in the Willows 22 years ago precisely because it is a single family neighborhood with smaller houses that don't overwhelm their lots. Granted, there are several tacky cottages along the alleys (a few with junk strewn about), but I thought this was strictly because they had existed before zoning laws went into effect. Now it is permissible to build two houses on relatively small lots, with separate driveways no less?

I am most disturbed that my tranquility will be disturbed by this proposal that will turn our alley into a driveway. To date, there have been zero garages that face the alley and we have been spared the noise and nuisance of cars going up and down it. Not to mention the possibility of increased crime activity. My bedroom is a mere few feet away from the alley and I certainly do not want to hear cars rumbling by at all hours of the day and night.

I respectfully request that this secondary unit proposal on a substandard lot be denied. Approving it would possibly lead to other homeowners with similar lots along the alley selling their homes in the future by marketing them for two dwellings. This would then turn our quiet alley into a veritable street with numerous cars traveling back and forth.

Please keep me informed as to the date of the planning meeting.

Thank you.

Melinda Taylor
311 Gilbert Ave.

RECEIVED

AUG 25 2014

CITY OF MENLO PARK
BUILDING

328 Pope St
Menlo Park CA 94025
August 18, 2014

Corinna Sandmeier
Planning Division
City of Menlo Park
Menlo Park CA 94025

Staff:

re: Use Permit/ Chris Kummerer/ 321 Laurel Avenue

I have several concerns about the intended plans for the lot.

The plans show an in-law unit in the rear of the property. I have no problem with such a unit. It also shows a one-car garage attached to the in-law unit. Access to the garage is through the unnamed alley on the rear of the lot. At present there is no parking structure that faces this section of the alley. I fear, if access is granted by the way of the alley, there will be an increase of traffic on a currently untraveled section.

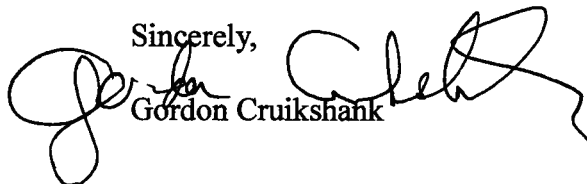
I like the primitive, natural environment of the existing alley. It adds a tranquil space to the neighborhood.

A number of houses on this block of Laurel Avenue have long driveways to garages placed in the rear of the lots. This could be done here as well. As I understand, Chris Kummerer plans to build the house and in-law unit to the maximum allowable square footage for their lot. There is no requirement to do this; they could make a smaller house and a driveway to the garage at the rear of the lot. Or have a big house and put part of the second floor over the driveway.

Just an observation. It seems strange that in a area where we have almost perfect weather (redwood City excepted) people who are making new houses are maximizing housing square footage at the expense of outdoor living space. Outdoor space is a good that real estate agents are not willing to calculate in their valuations. No surprise there, but at a loss to the buyers.

I request the planning department reconsider the plans here and require access from Laurel Avenue for the garage in the back.

Sincerely,


Gordon Cruikshank



Sandmeier, Corinna D

From: zkate318@aol.com
Sent: Monday, August 11, 2014 2:56 PM
To: Sandmeier, Corinna D
Subject: 321 Laurel Avenue plans

Hello Ms Sandmeier

Just want to voice that I am in total support of the plans for the house, in-law cottage, and alley access that the new buyers are proposing. It will be a great addition to the neighborhood !

Sincerely,
kate zablocki
318 Laurel Avenue

Sandmeier, Corinna D

From: David Soohoo <dsoohoos@gmail.com>
Sent: Tuesday, August 12, 2014 6:08 AM
To: Sandmeier, Corinna D
Subject: Fwd: 321 Laurel Avenue, Menlo Park

Dear Corinna:

I have been a Menlo Park resident, living at 327 Laurel Avenue for 33 years. Changes come and go but I have always been welcoming of new neighbors that have selected this city to raise their families and settle in during their working lives.

I have recently met Mr. and Mrs. Zhang who have purchased the house and lot on 321 Laurel. Their visions include developing and raising a new home and cottage in the coming months and I am amazed that they are willing to put that much time and energies into building a new foundation and lifestyle in our neighborhood. They certainly will be an rich enhancement and valuable addition to the community that continues to grow.

To my dismay, I hear two other neighbors are none too happy about their perception and use of the alley due to the cottage and garage. All I can say is that we have dealt with the easement issue years ago and access of the alley continues to be key to keeping parking and traffic off city streets. The cottage and garage as proposed by the Zhangs will house their family member who will occasionally plan a visit.

The proposed cottage and garage should have little impact to traffic in the alley, therefore I fully support the Zhangs and their proposed improvements to 321 Laurel Avenue.

Should you have any questions, feel free to send me a reply email or give me a call.

--

Best Regards,
David Soohoo
650.323.7808

Sandmeier, Corinna D

From: skeat@aol.com
Sent: Tuesday, August 26, 2014 9:48 AM
To: Sandmeier, Corinna D; skeat@aol.com
Subject: Planner 1 Corinna for Wenbo Zhang

Hello,

I wanted to write on behalf of my new neighbors (Wenbo Zhang) to let you know that I have no issues with their new construction project on Laurel or the use of the alley off of Gilbert Ave to access their project. Our wonderful neighborhood is full of change and growth and it benefits everyone that lives there. I think these new neighbors will be a great addition.

Please let me know if you need any other information.

Thank you,
Sandy Keating

301 Gilbert Ave.
Menlo Park, Ca 94025

Sandmeier, Corinna D

From: Shobha Pai <spai15@hotmail.com>
Sent: Wednesday, August 20, 2014 12:48 PM
To: Sandmeier, Corinna D
Subject: Use Permit 321 Laurel Avenue

Dear Carinna :

I talked to you several days ago, about the house plans for 321 Laurel Avenue.

I live in 313 Laurel avenue.

As we discussed our concern is due to the lots being narrow in our area, two story home with additional 3 feet elevation for flood zone will affect privacy especially for our backyard.

We talked to the owners of the 321 Laurel Avenue lot and they are aware of our concern and relayed to us that the second floor (on south elevation) the windows in the master bedroom are higher than eye level . The bigger window will have frosted glass etc.

Thanks you for your consideration

Sincerely

Shobha Pai



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF OCTOBER 6, 2014
AGENDA ITEM D3

LOCATION:	460 Bayfront Expressway	APPLICANT:	Verizon Wireless (Contract Representative Chris Fowler)
EXISTING USE:	Office Campus with Wireless Telecommunications Facility	OWNER:	Giant Properties, LLC
PROPOSED USE:	Office Campus with Wireless Telecommunications Facility	APPLICATION:	Use Permit
ZONING:	M-2(X) (General Industrial, Conditional)		

PROPOSAL

The applicant is requesting use permit approval for a wireless telecommunications facility and an associated equipment enclosure at the base of an existing Pacific Gas and Electric (PG&E) transmission tower. The six panel antennas are proposed to be mounted in three sectors on the tower and the associated equipment enclosure is proposed on a concrete pad at the base of the tower in the M-2(X) (General Industrial, Conditional) zone. Utility transmission and distribution facilities are allowed in any zoning district subject to Planning Commission approval of a use permit.

BACKGROUND

T-Mobile, AT&T and Metro PCS operate wireless telecommunication facilities on the PG&E transmission tower on the northeast corner of the subject parcel. PG&E has indicated that because this tower already has three carriers located on it, as well as a

camera for Facebook, it is unlikely that a fourth carrier could safely be added. PG&E also indicated that there is no ground space at the base of the tower. The most recent approval date and address of these facilities are identified in the summary table below. It should be noted that all three carriers were given discrete site addresses in August of 2012, which are associated with each carrier's electricity meter.

Carrier	Most Recent Approval Date	Address	Status
T-Mobile	2/4/2013	1597 Willow Road	Use Permit will expire 2/4/2023
AT&T	3/5/2012	1595 Willow Road	Use Permit will expire 3/5/2022
Metro PCS	10/2/2001	1599 Willow Road	No expiration date

ANALYSIS

Antennas are subject to review by the Planning Commission through the use permit process. The use permit allows the Planning Commission to determine whether the use is appropriate at the proposed location and consider the aesthetics of the site with and without the antennas and associated equipment. The Federal Communications Commission (FCC) establishes requirements for radio frequency (RF) emissions, with which wireless telecommunication providers must comply. Federal law preempts certain local regulations, and the City's decision on the requested use permit cannot be based on concerns over radio frequency emissions. As discussed below, the applicant has submitted a RF Emissions Compliance Report, which illustrates compliance with FCC requirements. In making a decision on this project, the Commission should consider whether the antennas are aesthetically appropriate for the site.

Site Location

The project site is located at 460 Bayfront Expressway, is part of the Facebook West Campus development site (currently under construction) and is zoned M-2(X) (General Industrial, Conditional). Willow Road and Bayfront Expressway in part, bound the parcel. PG&E transmission towers and associated electrical lines on the parcel are located within an easement on the northern boundary of the parcel along Bayfront Expressway (State Route 84).

The adjacent parcels to the north of the subject site, using Bayfront Expressway in an east to west orientation, are located in the FP (Flood Plain) and M-2(X) zoning districts and contain undeveloped marshlands and the Facebook East Campus, respectively. The TE Connectivity campus, developed with multiple industrial buildings, is located to the west of the subject parcel and is zoned M-2 (General Industrial). The parcel to the east, across Willow Road, is zoned M-2 and is vacant. Parcels to the south of the subject parcel across the Dumbarton Rail Corridor are zoned R-4-S (Residential, High Density, Special) and C-2-S (Neighborhood Commercial, Special), and include a

shopping center and vacant parcels proposed for redevelopment with multi-family residences.

Project Description

The subject transmission tower, located approximately midway between the side property lines, is 120 feet in height and does not currently contain any wireless carriers. The applicant is proposing to mount six panel antennas in three sectors on the tower, with the top of the antennas at 69 feet above ground level. The proposed antennas are 6 feet in length and would have a centerline height of 66 height. The associated equipment enclosure would be on a concrete pad at the base of the tower within a 20-foot by 20-foot lease area. The enclosure would be surrounded by a wooden fence. The project plans, which illustrate the placement of these elements, are included as Attachment B of this staff report. The applicant has provided a project description letter, which discusses the proposal in more detail (Attachment C).

The PG&E easement does not allow a generator but Verizon would have an Appleton plug for emergency backup power. The Appleton plug would allow a generator to be parked in a parking space in the Facebook parking lot adjacent to the site if backup power is needed. The applicant has indicated that in the event of an emergency Verizon will work with Facebook to set up the generator.

Aesthetics

In reviewing the request, the Planning Commission should consider the potential visual impacts of the proposed project, which includes both the proposed antennas, as well as the proposed enclosure at the base of the tower. Although the antennas are located in close proximity to Bayfront Expressway, staff believes the speed of traffic on Bayfront Expressway, as well as the height of the antennas, would limit the visual impact. The Bay Trail is located along the northerly edge of Bayfront Expressway. The proposed antennas, while visible from the Bay Trail, would have a limited visual impact on Bay Trail users, when compared to the existing transmission lines, located above the proposed antennas. The applicant has provided photo simulations (Attachment D) that show the existing PG&E transmission tower and the proposed addition of the antennas and equipment enclosure from the surrounding areas. PG&E has submitted a letter (Attachment E) stating that the wood fence around the equipment enclosure cannot consist of conductive material (such as metal) but that they have no objection to painting the fence. Although the project plans indicate the fence would be painted to match the new Facebook building, staff believes the fence should be painted to match the existing transmission tower. A project specific condition of approval (4a) is included to paint the fence to match the metallic color of the transmission tower.

Service Coverage and Radio Frequency

The proposed antennas would allow Verizon to provide improved service in the area around the intersection of Highway 84 and Willow Road. Coverage maps showing the

existing and proposed coverage with the proposed antennas are included in Attachment F.

The applicant has submitted a radio frequency report (Attachment G) that concludes the proposed facility would comply with the prevailing standards for limiting human exposure to radio frequency energy and would not cause a significant impact on the environment. The equipment and antennas would not be accessible to the public, and warning and emergency shutdown procedure signs would be posted around the antennas and equipment.

Time Limits

The use permit approvals for the T-Mobile and AT&T wireless telecommunications facilities located on the PG&E transmission tower on the northeast corner of the subject parcel contain time limits of ten years from the date of approval. A time limit provides an opportunity for the service provider to explore alternatives to minimize the visual impacts of the antennas. Staff believes that the placement of antennas on an electrical transmission tower in this active corridor warrants a limited term approval, and recommends a ten year limit from the date of use permit approval, which is included as condition of approval 4b.

Correspondence

Staff has not received any items of correspondence on this project.

Conclusion

The proposed antennas would improve service in the area around the intersection of Bayfront Expressway and Willow Road. Although the antennas are located in close proximity to Bayfront Expressway, staff believes the height of the antennas limits the visual impact. Staff also believes that travel speeds on Bayfront Expressway would minimize the visibility of the antennas. Staff recommends that the Planning Commission approve the proposal to mount six panel antennas in three sectors on the existing PG&E transmission tower and locate an equipment enclosure on a concrete pad at the base of the tower.

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 necessary findings, pursuant to 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 safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of the proposed use, and will not be detrimental to property and improvements in the neighborhood or general welfare of the City. *(Due to the Federal Communications Commission (FCC) preemption over local law regarding concerns over health where the proposed facility meets FCC requirements, staff has eliminated the standard finding for "health" with respect to the subject use permit.)*
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 L.D. Strobel Co. Inc. dated received September 16, 2014, consisting of eight plan sheets and approved by the Planning Commission on October 6, 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 County, State, and Federal 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 that are directly applicable to the new construction.
 - d. If the antennas or any portion of the antennas and associated mechanical equipment discontinue operation at the site, the antennas and associated equipment shall be removed from the site within 30 days.
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 submit revised plans indicating that the fence will be painted the metallic color of the transmission tower.
 - b. This use permit shall expire at the end of 10 years from the date of use permit approval unless extended by the Planning Commission. If the applicant desires to extend the use permit, the applicant shall explore and implement, to the extent feasible, the available technology and/or alternative locations to reduce the size and/or visibility of the antennas and equipment.

Report prepared by:
Corinna Sandmeier
Associate Planner

Report reviewed by:
Thomas Rogers
Senior Planner

PUBLIC NOTICE & APPEAL PERIOD

Public notice consisted of publishing a legal notice in the local newspaper and notification by mail of owners and occupants within a 300-foot radius of the subject property. The 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 will be determined by the City Council.

ATTACHMENTS

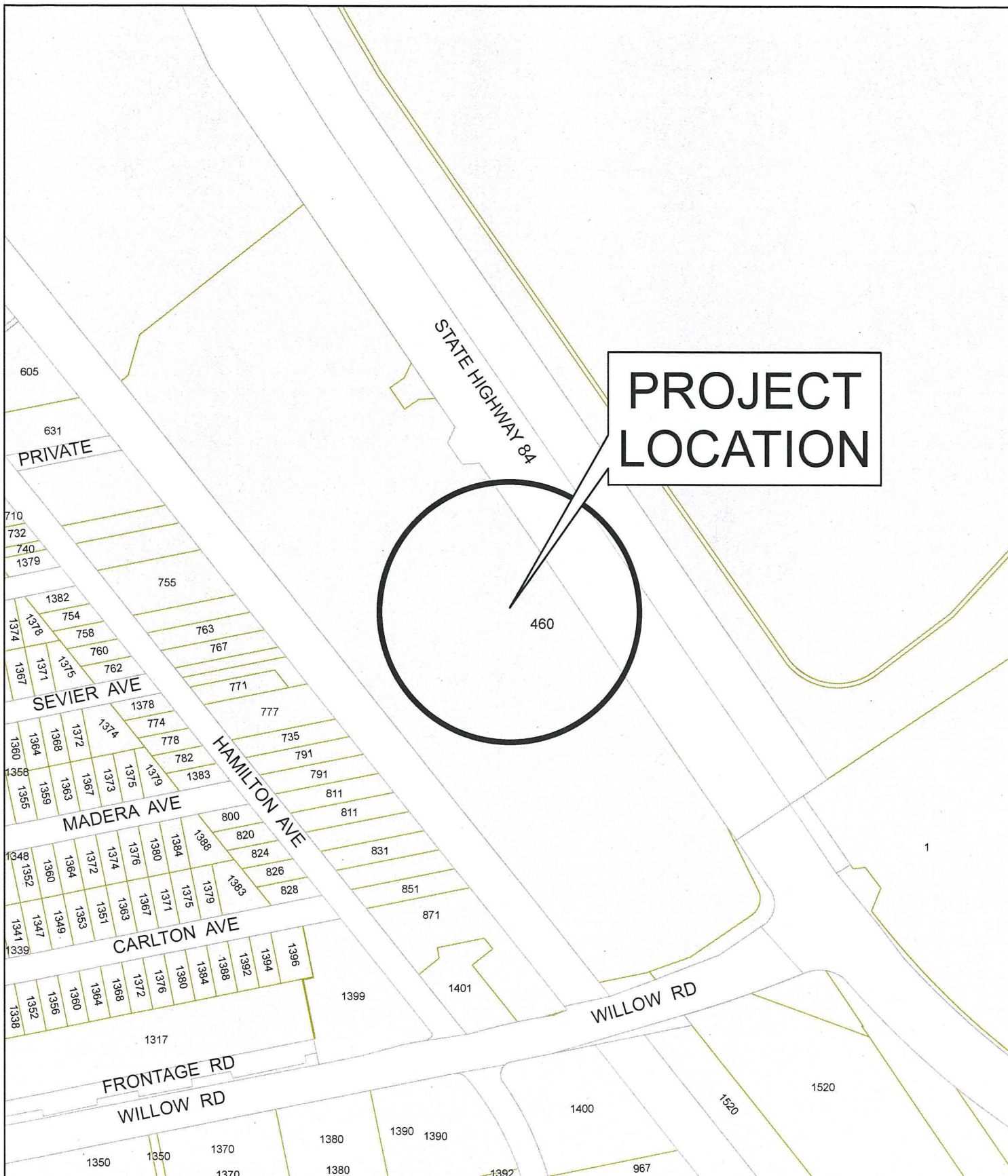
- A. Location Map
- B. Project Plans
- C. Project Description Letter
- D. Photo Simulations
- E. Letter from PG&E
- F. Existing and Proposed Coverage Maps
- G. Radio Frequency Report prepared by Hammett & Edison, Inc., dated received June 6, 2014

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.

EXHIBITS TO BE PROVIDED AT MEETING

- Color version of existing and proposed coverage maps
- Color version of photo simulations

V:\STAFFRPT\PC\2014\100614 - 460 Bayfront Expressway (Verizon).doc



**PROJECT
LOCATION**



CITY OF MENLO PARK

LOCATION MAP

460 BAYFRONT EXPRESSWAY

DRAWN: KTP CHECKED: KTP DATE: 10/06/14 SCALE: 1" = 300' SHEET: 1



RECEIVED

SEP 16 2014

CITY OF MENLO PARK
BUILDING



verizonwireless

EAST MENLO PARK

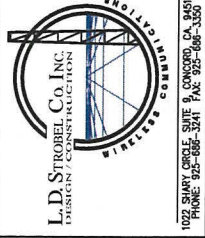
PG&E Tower #3/30 SAP# 40612190

Blair-Cooley Landing #1 60 KV

460 Bayfront Expressway

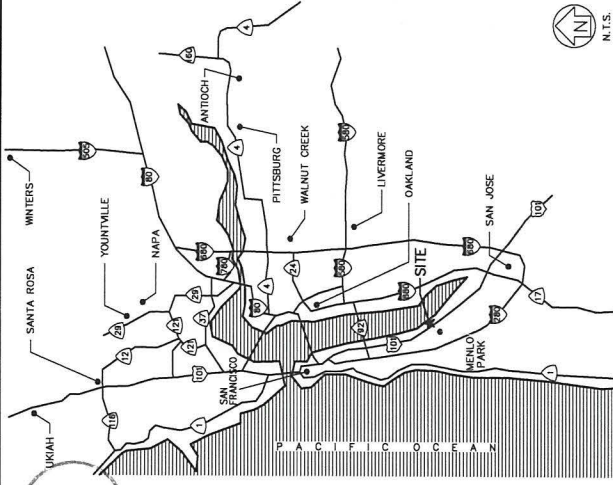
Menlo Park, California 94025

Site No. 248133

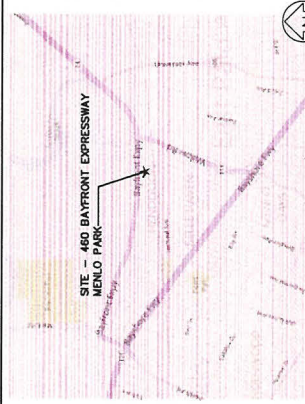


1022 SHAW CREEK LANE, SUITE 9, CONCORD, CA 94518
PHONE: 925-886-3441 FAX: 925-886-3300

LOCATION MAP



VICINITY MAP



DRIVING DIRECTIONS

- FROM: 2765 MITCHELL DRIVE, WALNUT CREEK, CA 94598
1. START OUT GOING SOUTHWEST ON MITCHELL DR TOWARD N WHEEL LN.
2. TAKE THE 2ND RIGHT ONTO VANDER VALLEY RD.
3. TAKE THE 2ND RIGHT ONTO VANDER VALLEY RD.
4. MERGE ONTO I-880 S VIA THE RAMP ON THE LEFT TOWARD SAN JOSE 16.3 MI.
5. MERGE ONTO I-880 S TOWARD DUBLIN/OAKLAND.
6. KEEP LEFT TO TAKE I-238 N TOWARD I-880.
7. MERGE ONTO I-880 S VIA EXIT 16A TOWARD SAN JOSE/SAN MATEO BR. 10.6 MI.
8. MERGE ONTO CA-84 W VIA EXIT 21 TOWARD DUMGARTON BR. 8.5 MI.
9. TAKE THE 2ND RIGHT ONTO BAYFRONT EXPRESSWAY. 50 FT
10. TURN LEFT ONTO THE FREE ACCESS ROAD/WALKING PATH 400 FT
11. ARRIVE AT 460 BAYFRONT EXPRESSWAY ON LEFT

BUILDING/SITE DATA LEGEND

- A.P.N.: 085-260-210
SITE No. 248133
ZONING: M2 - GENERAL INDUSTRIAL
ANTENNA TYPE: 6 - 6' HIGH PANEL ANTENNAS
LATITUDE: N37° 26' 54.37" (NAD 83)
LONGITUDE: W122° 09' 11.60" (NAD 27) W122° 09' 15.03" (NAD 83)

PROJECT DESCRIPTION

INSTALLATION OF A WIRELESS COMMUNICATIONS FACILITY INCLUDING THE INSTALLATION OF OUTDOOR CABINETS ON CONCRETE PAD UNDER AN EXISTING 119.3' HIGH WOODEN FENCE AROUND LEASE AREA. INSTALLATION OF 6 INSTALL (N) 8' HIGH WOODEN FENCE AROUND LEASE AREA INCLUDING ON EXISTING P.G.&E. TOWER WITH CENTERLINES AT 89.7' ASL. INSTALL 2 GPS ANTENNAS.

CODE COMPLIANCE

ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN COMPLIANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS APPLICABLE TO THE PROJECT. THE FOLLOWING CODES SHALL BE USED IN THESE PLANS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES.

1. CALIFORNIA ADMINISTRATIVE CODE (INCLUDING TITLES 24 & 25)
2. 2010 CALIFORNIA BUILDING CODE
3. 2010 CALIFORNIA ELECTRICAL CODE
4. 2010 CALIFORNIA PLUMBING CODE
5. 2010 CALIFORNIA ELECTRIC CODE
6. 2010 COUNTY ORDINANCES

ACCESSIBILITY REQUIREMENTS:
FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION.
HANDICAPPED ACCESS REQUIREMENTS ARE NOT REQUIRED IN ACCORDANCE WITH THE 2010 CALIFORNIA BUILDING CODE, EXCEPTION 1.



GROUNDING FOR DIG
TWO WORKING DAYS BEFORE YOU DIG
1-800-227-2800

PROJECT DATA

PROPERTY OWNER: GIANT PROPERTIES, LLC
312 CONSTITUTION DRIVE
MENLO PARK, CA 94025
LANDLORD: P.G.A.E.
245 MARKET STREET #100
MENLO PARK, CA 94025
CONTACT: DAVID DUNCAN OF P.G.A.E.
(415) 971-0994
APPLICANT: VERIZON WIRELESS
2765 MITCHELL DRIVE BLDG 9
WALNUT CREEK, CA 94598
AGENT: L.D. STROBEL CO. INC.
14869 KATE AVENUE
MONTE SERENO, CA 95030
CONTACT: CHRISTOPHER FOWLER
(925) 888-0809
SITE DESIGN: L.D. STROBEL CO. INC.
1022 SHAW CREEK LANE, SUITE 9
CONCORD, CA 94518
(925) 886-3241

SHEET INDEX

- T-1 COVER SHEET, PROJECT TITLE, MAPS, AND INFORMATION SITE
C-1 SURVEY (BY OTHERS-FOR REFERENCE)
C-2 SITE SURVEY (BY OTHERS-FOR REFERENCE)
A-1 OVERALL SITE PLAN & AREA SITE PLAN
A-2 SOUTH ELEVATIONS AND ANTENNA CONFIGURATION
A-3 SOUTH ELEVATIONS AND ANTENNA CONFIGURATION
A-4 EAST AND WEST ELEVATIONS
A-5 FACEBOOK CAMPUS WEST ELEVATIONS

PROPOSED EQUIPMENT INSTALLATION
EAST MENLO PARK
SITE No. 248133
SUN MATEO COUNTY
VERIZON WIRELESS
12765 MITCHELL DR.
WALNUT CREEK, CA 94598

VERIZON WIRELESS EQUIPMENT ENGINEER:		VERIZON WIRELESS REAL ESTATE:	
SIGNATURE	DATE	SIGNATURE	DATE
VERIZON WIRELESS CONSTRUCTION:		VERIZON WIRELESS RF ENGINEER:	
SIGNATURE	DATE	SIGNATURE	DATE
PROPERTY OWNER:		ON AIR, LLC - LEASING	
SIGNATURE	DATE	SIGNATURE	DATE
ON AIR, LLC - CONSTRUCTION		ON AIR, LLC - ZONING	
SIGNATURE	DATE	SIGNATURE	DATE

REVISIONS	
NO.	DESCRIPTION
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2	9/12/11 90% ZD REV A
3	9/12/11 90% ZD REV B
4	9/12/11 90% ZD REV C
5	11/04/11 100% ZD
6	12/29/11 100% ZD REV A
7	3/14/12 100% ZD REV B
8	8/29/12 100% ZD REV C
9	9/13/12 100% ZD REV D
10	9/13/12 100% ZD REV E
11	3/29/14 100% ZD REV F
12	4/23/14 100% ZD REV G
13	5/14/14 100% ZD REV H
14	6/03/14 100% ZD REV I
15	8/21/14 100% ZD REV J

DRAWN: M.F. DATE: 9/22/14
FILE: 4590-11
SHEET NO.

T-1

MADE IN U.S.A.

Rev	Rev. Description	Rev. Date
05-03-11	50% Submittal	05-03-11
06-08-11	FEHA info added	06-08-11
05-15-11	redlines	05-15-11
05-14-11	redlines	05-14-11
03-06-12	rev. wsm's.	03-06-12
03-12-12	rev. added	03-12-12
11-09-12	(p)wsm's removed	11-09-12
10-04-13	rev. opn's	10-04-13

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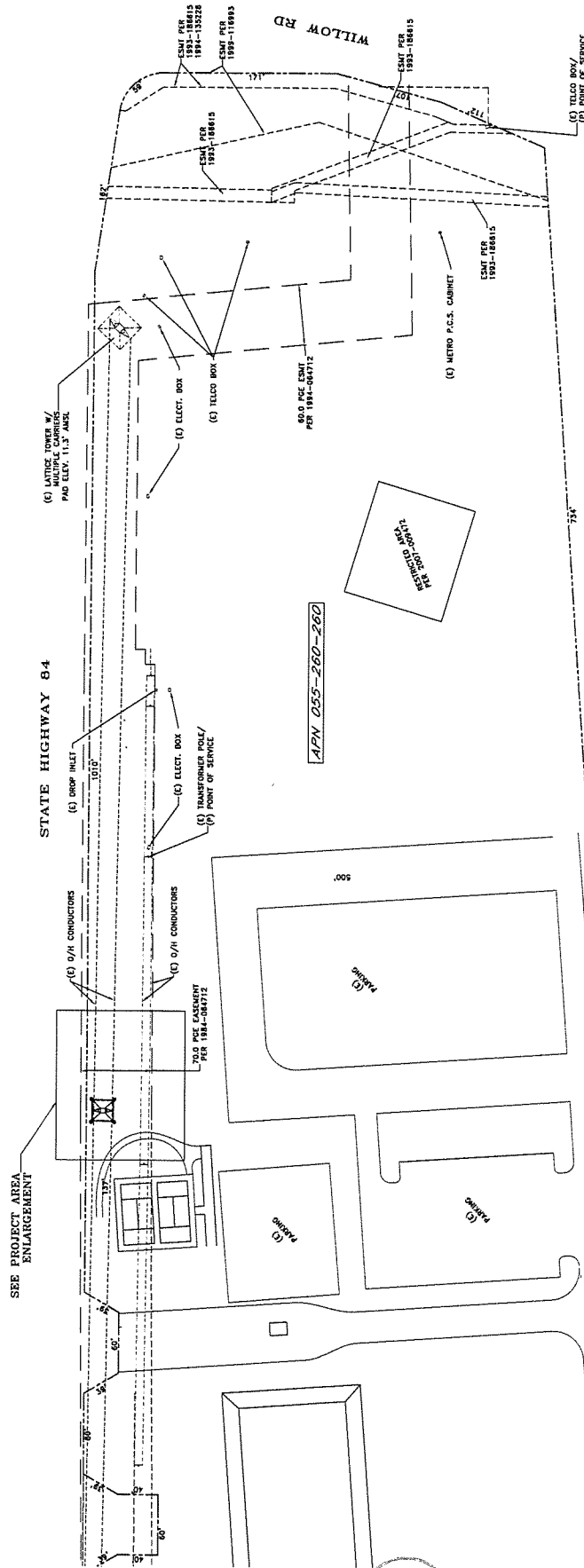
OVERALL PROJECT AREA
<p>1. <u>Project Name</u></p> <p>2. <u>Project Description</u></p> <p>3. <u>Project Objectives</u></p> <p>4. <u>Project Scope</u></p> <p>5. <u>Project Budget</u></p> <p>6. <u>Project Timeline</u></p> <p>7. <u>Project Risks</u></p> <p>8. <u>Project Stakeholders</u></p> <p>9. <u>Project Deliverables</u></p> <p>10. <u>Project Evaluation</u></p>

EAST MENTLO PARK
312 Constitution Drive
Menlo Park, CA 94025

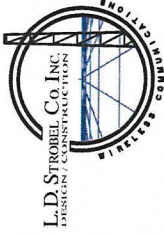


CELL ENGINEERING
CONSTRUCTION • DESIGN • PLANNING
1225 NICH NIKET
ALHAMBRA, CALIFORNIA 91803
Phone: (818) 981-0426
Fax: (818) 923-1328

DEPT	APPROVED	DATE
A/C		
RE		
RF		
INT		
EE\m		
OPS		
EE\OUT		



B-3



1023 SHAW CIRCLE SUITE 9 CONCORD, CA 94516
PHONE: 925-555-3241 FAX: 925-555-3550

REVISIONS	
NO.	DESCRIPTION
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2	7/12/11 90% 2D REV A
3	8/9/11 90% 2D REV B
4	9/15/11 90% 2D REV C
5	11/05/11 100% 2D
6	11/05/11 100% 2D REV A
7	12/27/12 100% 2D REV B
8	8/29/12 100% 2D REV C
9	9/13/12 100% 2D REV D
10	11/12/12 100% 2D REV E
11	2/9/14 100% 2D REV F
12	4/21/14 100% 2D REV G
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14	6/03/14 100% 2D REV I
15	8/21/14 100% 2D REV J

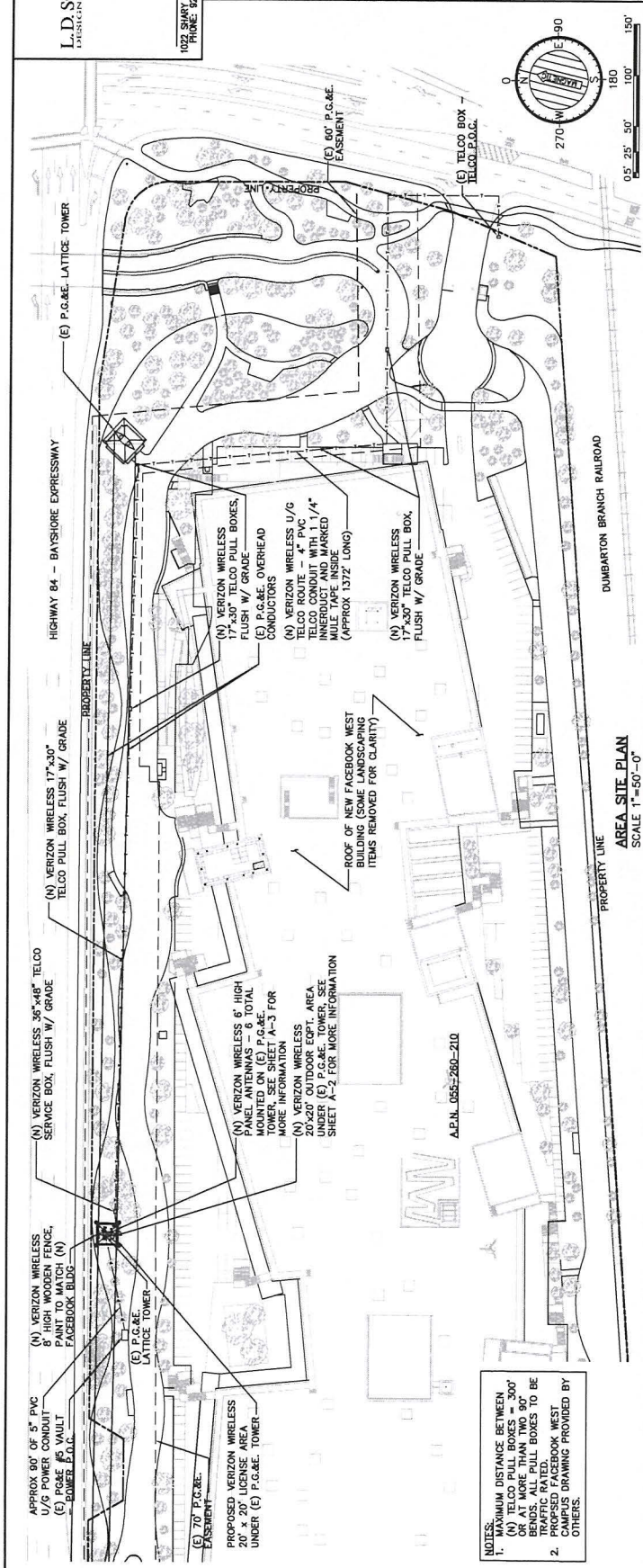
SITE ADDRESS:
460 BARTON EXPRESSWAY
MENLO PARK, CALIFORNIA
94025
SAN MATEO COUNTY
WALNUT CREEK, CA
94598
VERIZON WIRELESS
2785 MITCHELL DR.
SUITE 9

PROPOSED EQUIPMENT INSTALLATION
EAST MENLO PARK
SITE NO. 248133
Verizon Wireless

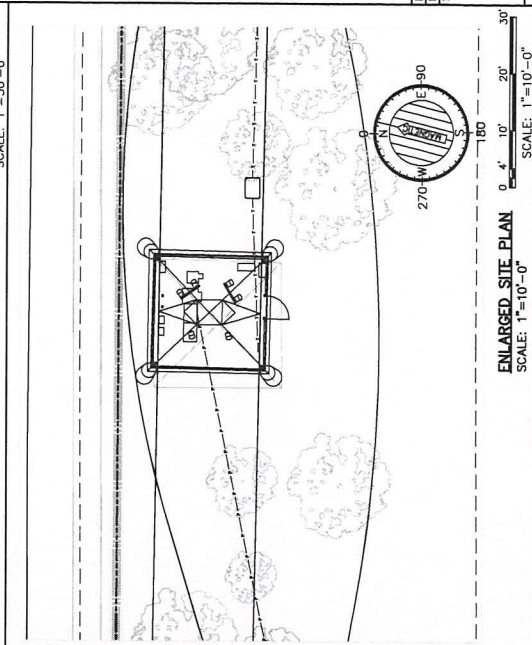
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FILE: 4590-A1
SHEET NO.

A-1

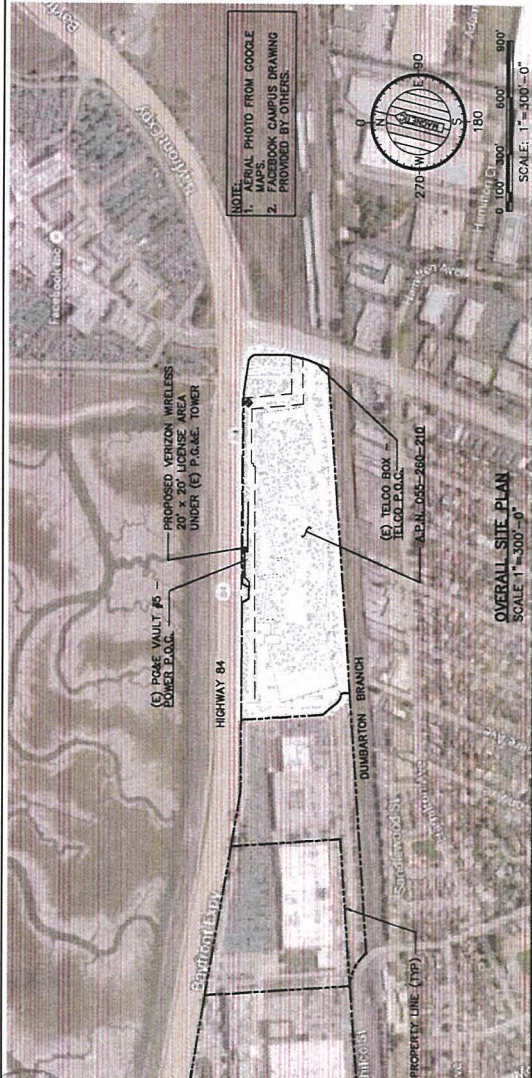
MADE IN U.S.A.



AREA SITE PLAN
SCALE: 1"=50'-0"



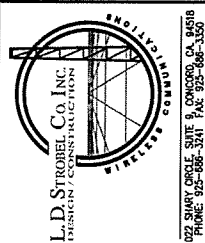
ENLARGED SITE PLAN
SCALE: 1"=10'-0"



OVERALL SITE PLAN
SCALE: 1"=300'-0"

NOTES:
1. MAXIMUM DISTANCE BETWEEN (N) TELCO PULL BOXES = 300' OR AT MORE THAN TWO 90° TURNED PULL BOXES TO BE TRAFFIC FENCED. WEST CAMPUS FACEBOOK PROVIDED BY OTHERS.
2. CAMPUS FACEBOOK PROVIDED BY OTHERS.

B-4



L.D. STROBEL CO. INC.
ENGINEERING/CONSTRUCTION

1022 SHAW CIRCLE, SUITE 9, CONCORD, CA 94518
PHONE 925-886-3241 FAX 925-886-3350

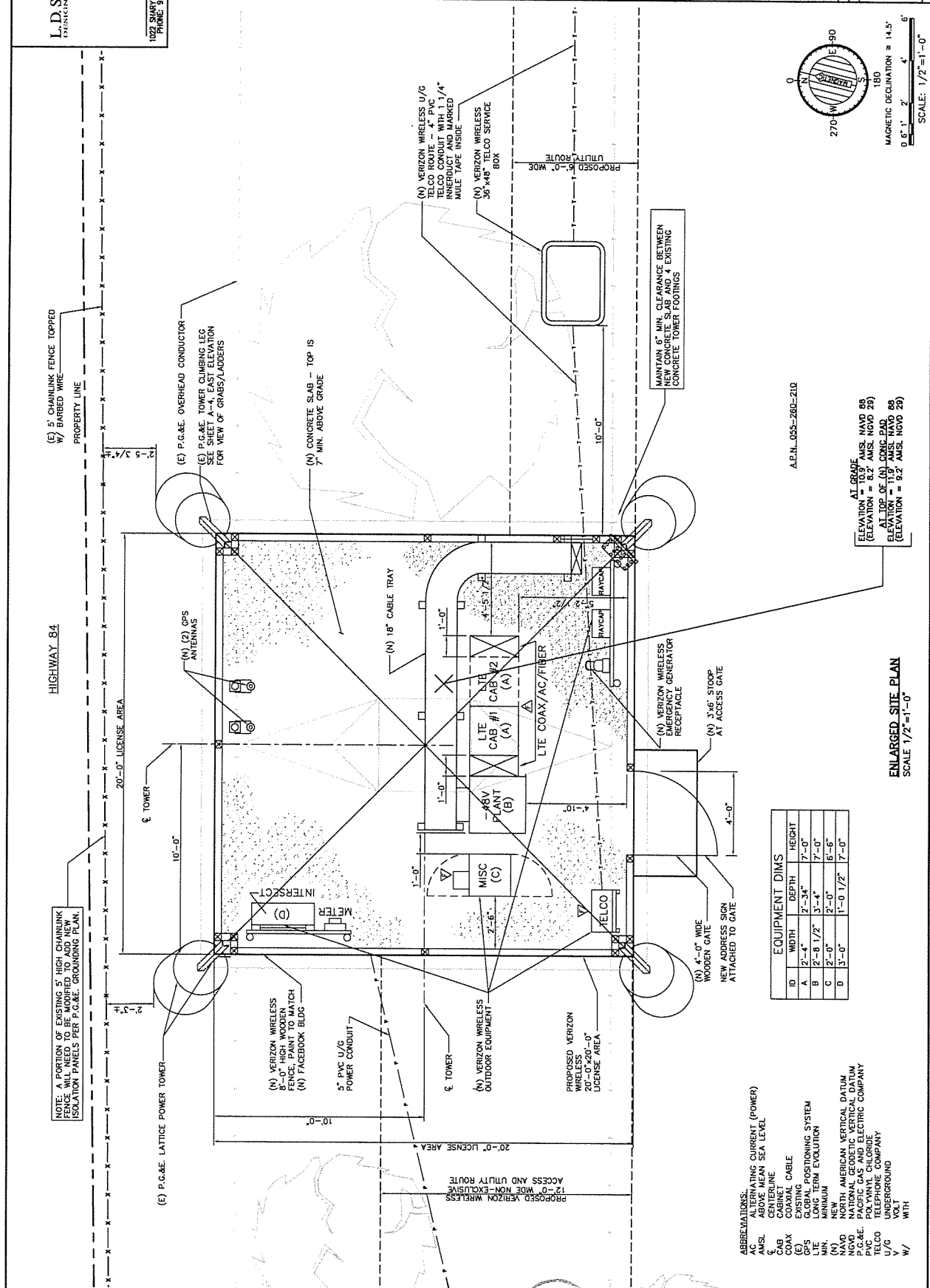
PROPOSED EQUIPMENT INSTALLATION
EAST MENLO PARK
SITE No. 248133

SAN MATEO COUNTY
4600 BAYFRONT EXPRESSWAY
MENLO PARK, CALIFORNIA 94025

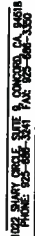
VERIZON WIRELESS
2785 MITCHELL DR.
WALNUT CREEK, CA 94598

A-2

DRAWN: M.F. DATE: 09/22/14
FILE: 4390-A2
SHEET NO.



B-5



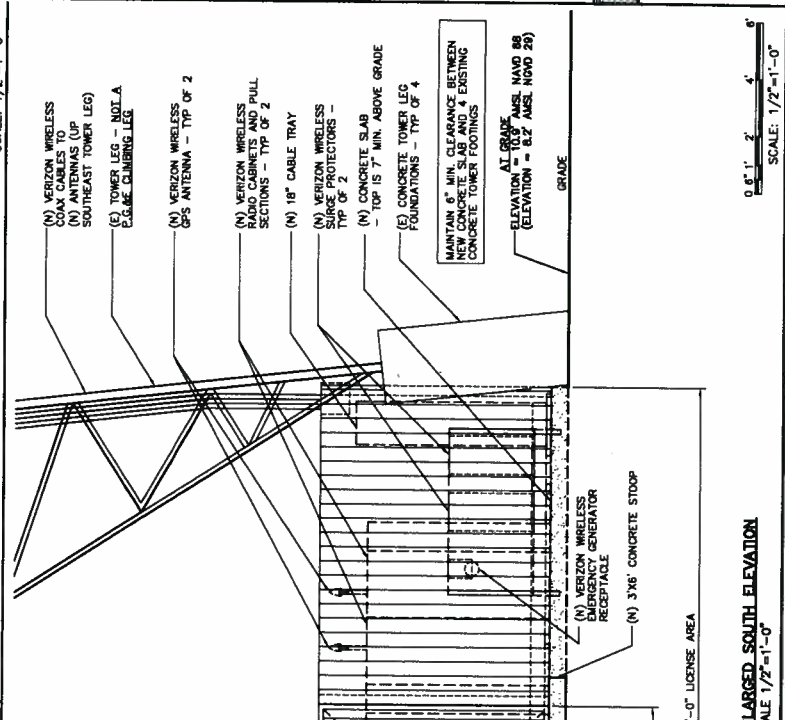
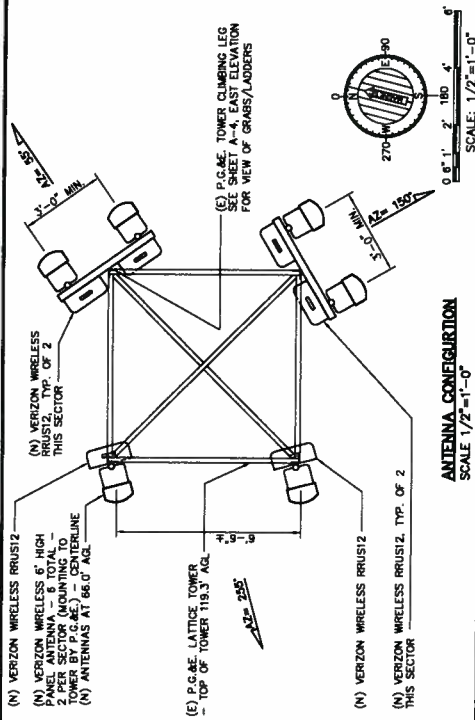
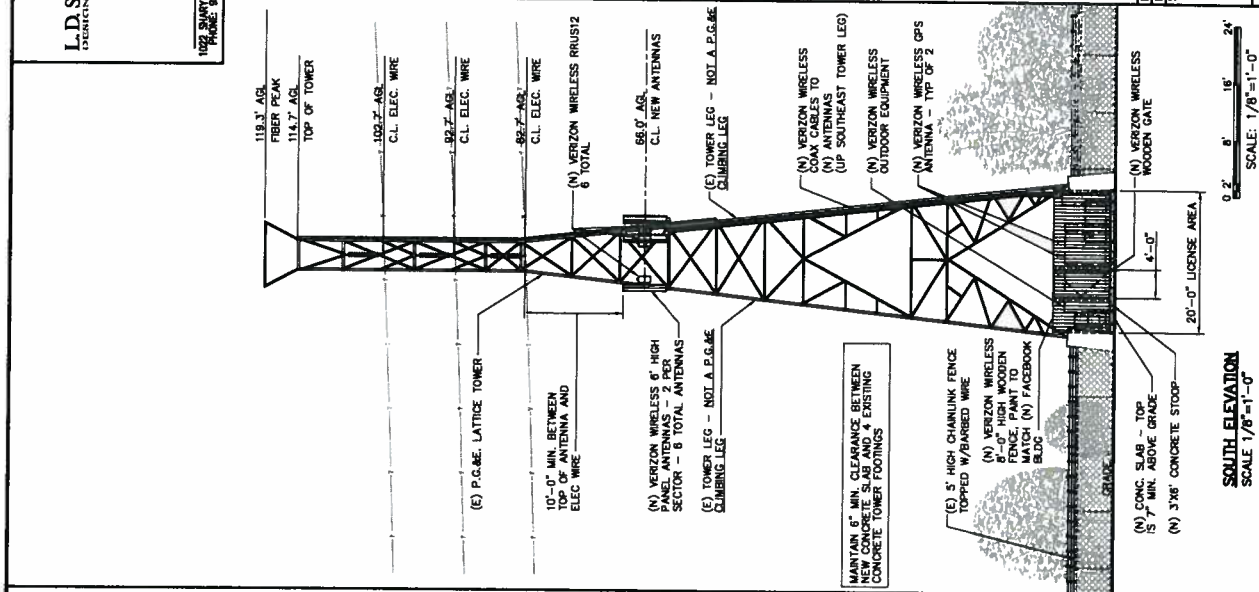
022 SHARY CIRCLE SUITE 9, CONCORD, CA 94518
PHONE: 925-686-3241 FAX: 925-686-3350

REVISIONS		
NO.	DATE	DESCRIPTION
1	6/30/11	90% ZD
2	7/12/11	90% ZD REV A
3	8/13/11	90% ZD REV B
4	8/15/11	90% ZD REV C
5	11/04/11	100% ZD
6	11/29/11	100% ZD REV A
7	3/14/12	100% ZD REV B
8	8/29/12	100% ZD REV C
9	9/13/12	100% ZD REV D
10	11/12/12	100% ZD REV E
11	2/9/14	100% ZD REV F
12	4/21/14	100% ZD REV G
13	5/14/14	100% ZD REV H
14	6/03/14	100% ZD REV I
15	9/21/14	100% ZD REV J

SITE ADDRESS:
 80 BAYFRONT EXPRESSWAY
 GLENDALE PARK, CALIFORNIA
 90225
 SAN MATEO COUNTY

PROPOSED EQUIPMENT INSTALLATION
EAST MENLO PARK
SITE No. 248133

A-3



ABBREVIATIONS
ANAL ANALOG
ANSL ABOVE MEAN SEA LEVEL
AZ AZIMUTH
AZ CENTERLINE
C/L CENTERLINE
COAX COAXIAL CABLE
(E) EXISTING
ELEC ELECTRICAL
ELECT ELECTRICAL
MIN MINIMUM
(N) NEW
NAVD NORTH AMERICAN VERTICAL DATUM
NAD NORTH AMERICAN DATUM
NCEC NORTHERN COASTIC VERTICAL DATUM
PACIFIC PACIFIC COASTIC VERTICAL DATUM
PRUSIZ REMOTE RADIO UNIT, MODEL 512
TYP TYPICAL/ WITH

(E) P.G. &E. 119.3' HIGH LATTICE TOWER

(E) TOWER LEG - NOT A P.G. &E. CLIMBING LEG

(N) VERIZON WIRELESS WOODEN GATE

(N) VERIZON WIRELESS 8'-0" HIGH WOODEN FENCE, PAINT TO MATCH

(N) FACEBOOK BLDG

(N) VERIZON WIRELESS BATTERY CABINET

(N) VERIZON WIRELESS ELECTRICAL METER AND CABINET

(N) VERIZON WIRELESS TELCO CABINET

4'-0" WOODEN GATE



102 SHAW CIRCLE SUITE 9, CONCORD, CA 94520
PHONE 925-886-3300 FAX 925-886-3300

REV.	DATE	DESCRIPTION
1	8/15/11	90% ZD
2	8/15/11	90% ZD
3	8/15/11	90% ZD
4	8/15/11	90% ZD
5	11/04/11	100% ZD
6	12/28/11	100% ZD
7	3/14/12	100% ZD
8	8/29/12	100% ZD
9	8/29/12	100% ZD
10	8/29/12	100% ZD
11	8/29/12	100% ZD
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14	8/29/12	100% ZD
15	8/29/12	100% ZD

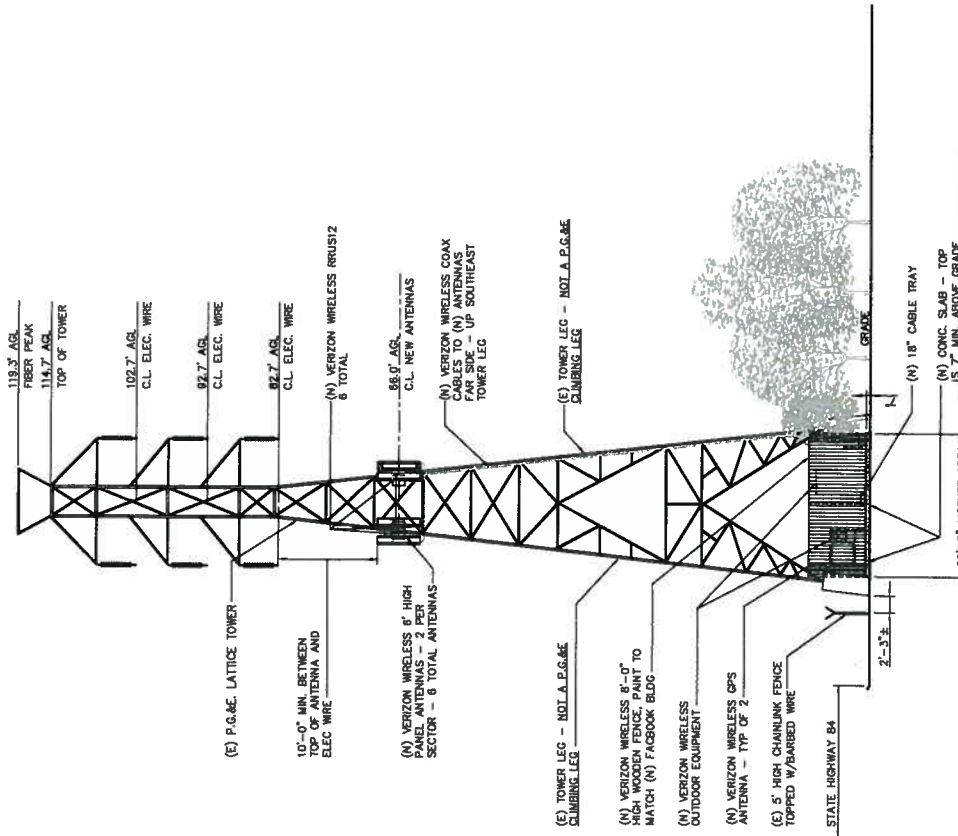
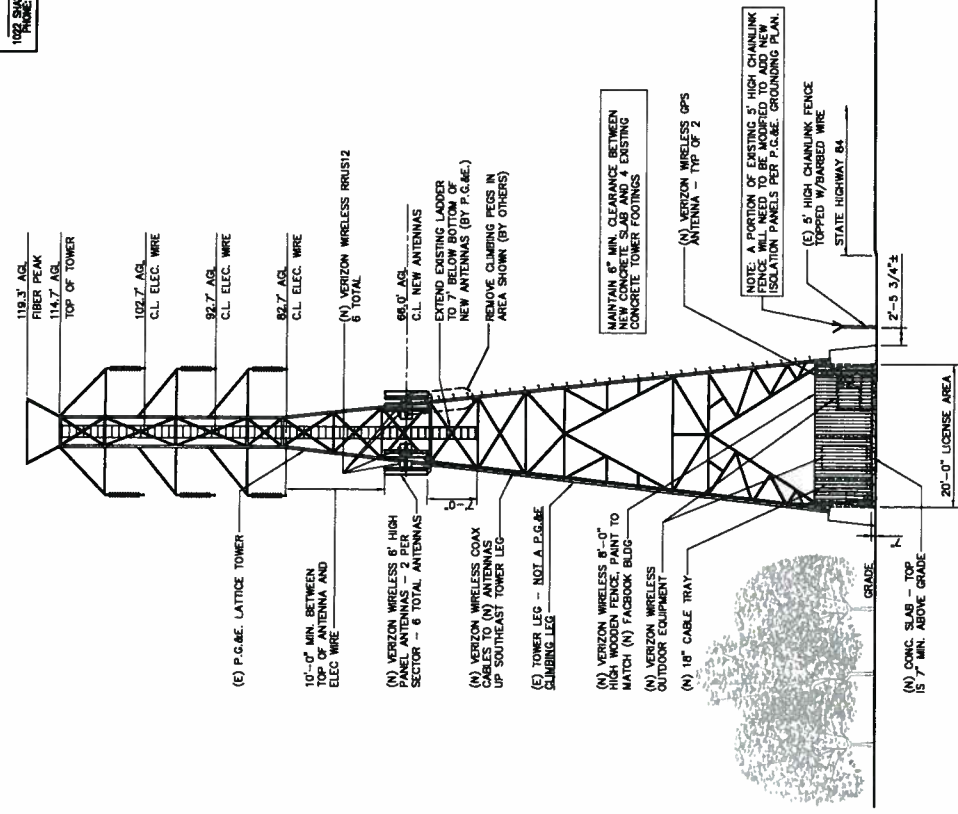
SITE ADDRESS:
4400 BAYVIEW EXPRESSWAY
MILPITAS, CALIFORNIA 95035
SAN MATEO COUNTY
27786 MITCHELL DR.
WILMUT CREEK, CA 94598

PROPOSED EQUIPMENT INSTALLATION
EAST MENLO PARK
SITE No. 248133
Verizon Wireless
VERIZON WIRELESS
27786 MITCHELL DR.
WILMUT CREEK, CA 94598

DATE: 08/03/12
FILE: 4589-14
SHEET NO.
A-4
MADE IN U.S.A.


SCALE: 1/8"=1'-0"
0' 2' 4' 6' 8' 10' 12' 14' 16' 18' 20' 22' 24'

EAST ELEVATION
SCALE 1/8"=1'-0"



WEST ELEVATION
SCALE 1/8"=1'-0"

(2-7)

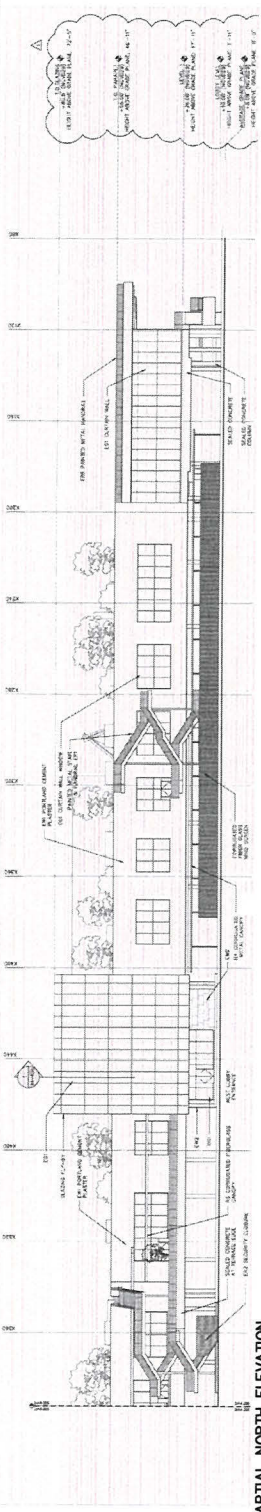


L.D. STROBBE CO. INC.
 DESIGN / CONSTRUCTION
 1022 SHAW CIRCLE SUITE 9, CONCORD, CA 94018
 PHONE: 925-888-3241 FAX: 925-888-3300

4

PARTIAL NORTH ELEVATION

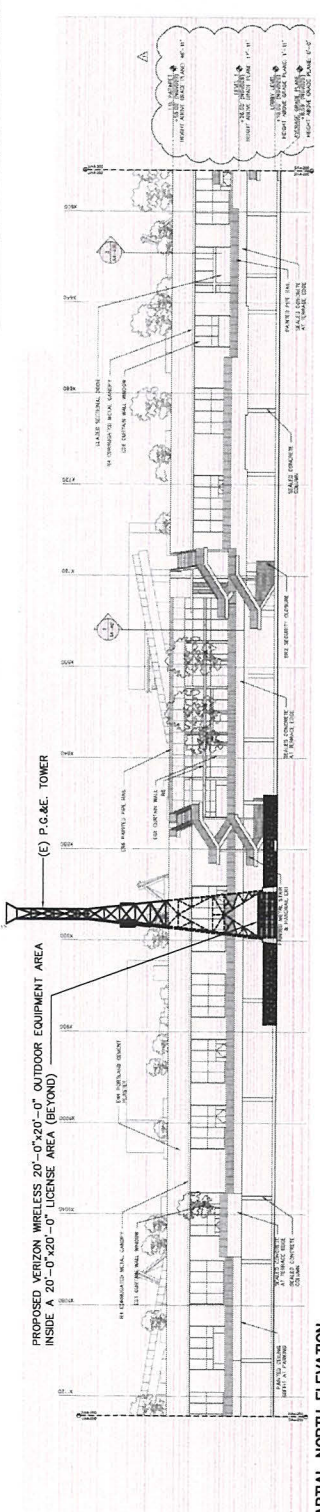
SCALE: N.T.S.



3

PARTIAL NORTH ELEVATION

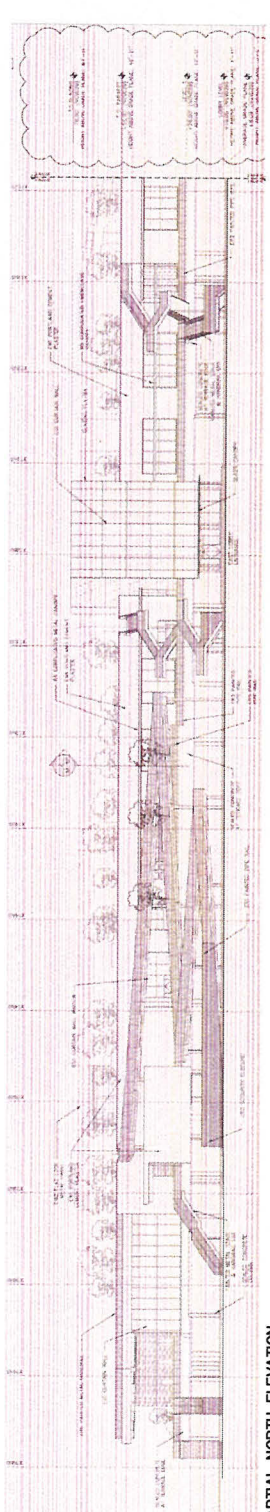
SCALE: N.T.S.



2

PARTIAL NORTH ELEVATION

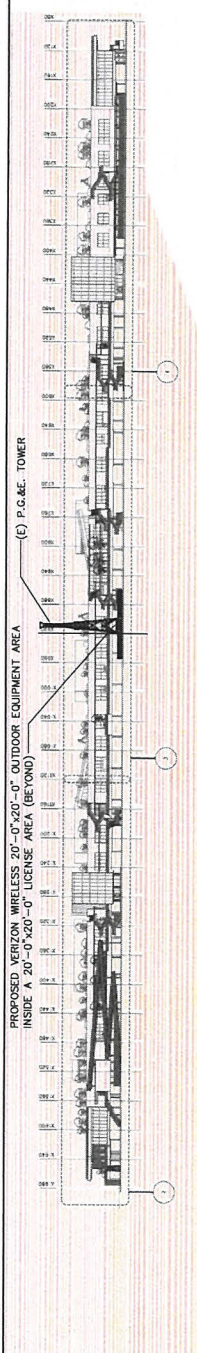
SCALE: N.T.S.



1

NORTH ELEVATION

SCALE: N.T.S.



REVISIONS	
NO.	DESCRIPTION
1	6/29/11 90% ZD
2	6/29/11 90% ZD REV A
3	6/29/11 90% ZD REV B
4	6/29/11 90% ZD REV C
5	11/04/11 100% ZD
6	12/29/11 100% ZD REV A
7	3/14/12 100% ZD REV B
8	8/29/12 100% ZD REV C
9	9/13/12 100% ZD REV D
10	11/12/12 100% ZD REV E
11	4/2/14 100% ZD REV F
12	4/2/14 100% ZD REV G
13	5/14/14 100% ZD REV H
14	6/03/14 100% ZD REV I
15	8/21/14 100% ZD REV J

SITE ADDRESS:
 460 BAYFRONT EXPRESSWAY
 MENLO PARK, CALIFORNIA
 94025
 SAN MATEO COUNTY

VERIZON WIRELESS
 2785 MITCHELL DR.
 WALNUT CREEK, CA
 94598

PROPOSED EQUIPMENT INSTALLATION
 EAST MENLO PARK
 SITE NO. 248133

DRAWN: LV DATE: 05/14/14
 FILE: 459D-A3
 SHEET NO.

RECEIVED
SEP 08 2014
CITY OF MENLO PARK
BUILDING



Menlo Park East

460 Bayfront Expressway, Menlo Park California 94025

APN: 055-260-260

Conditional Use Application Form

Project Information

APPLICANT'S OBJECTIVE

Verizon Wireless formally requests approval of this Conditional Use Permit Application to develop a new cell site on a parcel zoned M2(X) (General Industrial, Conditional) in the City of Menlo Park.

SITE INFORMATION

The parcel is 22.005 acres (A.P.N. 055-260-260) and is accessed from 460 Bayfront Expressway, in Menlo Park. Giant Properties (Facebook), LLC currently owns the parcel. The parcel (A.P.N. 055-260-260) is zoned M2(X) General Industrial. The parcel is flat and Facebook is currently constructing an office building on the parcel. The property is surrounded by high density residential (R4S), neighborhood commercial (C2S) and the bay wetlands. The parcel has a Pacific Gas and Electric easement running through it with several large towers supporting high power transmission lines. Verizon Wireless is proposing to install their equipment pad and outdoor cabinets within the footprint of one of the existing transmission towers. The antennas for the site will be installed on the existing 120 foot high Pacific Gas and Electric tower. The proposed rad center for the new Verizon antennas is 66 feet above ground level. The Pacific Gas and Electric easement does not allow for a generator, but Verizon will have an Appleton plug for emergency backup power. The Appleton plug allows a generator to be parked in a parking space in the Facebook parking lot adjacent to the site if backup power is needed in the event of an emergency.

PROJECT DESCRIPTION

In order to provide clear, consistent mobile communications service in the area in and around the intersection of Highway 84 and Willow Road, Verizon Wireless is proposing to build a 20 foot by 20 foot concrete pad within the legs of the Pacific Gas and Electric tower east of Facebook Way. On the concrete pad Verizon is proposing to install 8 small cabinets. The entire lease area (20 feet by 20 feet) will be 400 square feet. Inside the lease area the coaxial cable will be run from the equipment cabinets in an ice bridge on the non-climbing leg of the existing Pacific Gas and Electric tower. From the base of the tower the coaxial cable will be run up the leg of the tower to the antennas which will be 10 feet below the lowest conductors. Verizon is proposing to mount six (6) antennas with the top of the antennas at 69 feet above ground level. The

proposed antennas will be mounted in three (3) groups of two (2) antennas each for total of six (6) antennas. The antennas will be six (6) foot in length and will have a centerline of 66 feet above ground level. Federal law also requires Verizon to have a small GPS antenna mounted to the shelter. Verizon operations department requires all cell sites to have 2 GPS antennas, one for redundancy purposes. Verizon will also install an Appleton plug for a roll up generator. In the event of an emergency Verizon will work with Facebook to request permission to use a parking space in their existing parking lot adjacent to the cell site to park a generator. The generator would only be used in the event of an emergency.

MAINTENANCE PROGRAM

Power service will come from an existing PG&E vault approximately 90 feet to the west southwest from the equipment pad. The telephone service will come from an existing AT&T pull box approximately 1372 feet away from the proposed equipment pad. The proposed location will not require the use of services such as water, sewer, or police. After construction is complete, the site will be visited once or twice a month for routine maintenance.

In addition, the cabinets are electronically monitored 24 hours a day, for intrusion and environmental disruption. The facility will also contain a small sign identifying a 1-800 number to call in case of an emergency (manned 24 hours a day by Verizon employees) and identifying it as a Verizon facility. Verizon will be in compliance with all FCC regulations regarding signage at the facility.

TECHNOLOGY & CONSUMER SERVICES

Verizon is licensed by the FCC to transmit and receive on the B and C bands in three radio frequency ranges. Verizon uses the B band in the 700 MHz frequency range to transmit and receive high speed data. This high speed data is best for streaming video. Verizon uses the 800 MHz frequency range to transmit and receive its "Cellular" service. This "Cellular" service is best for voice calls. Verizon also transmits and receive on its C band in the 1900 MHz frequency range. Verizon uses this frequencies range to transmit and receive data. Consumer services provided on these frequencies include Mobile Web access on your hand held device, Internet service to your laptop through a PC card, text, picture and movie messaging.

Required Finding:

That the establishment maintenance and/or conducting of the use will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in the neighborhood.

Verizon has designed this site so as to mitigate the visual impact of the development on the residents in and around the intersection of Willow Road and Highway 84. The proposed site will be unmanned and once construction is complete the site will only be visited once or twice a month. The proposed project should not be detrimental to the public welfare or injurious to property or improvements in the area.





Existing



Proposed



Existing



Proposed



July 9, 2014

Chris Fowler
On Air, LLC
14960 Karl Avenue
Monte Sereno, CA 95030

Reference: PLN2014-00041 – 1 Facebook Way, Menlo Park CA
VZN-248133 - East Menlo Park

Dear Mr. Fowler:

The City of Menlo Park recently asked why Verizon Wireless cannot collocate on the same tower as the other carriers on the property referenced above. That tower already has three carriers: AT&T, T-Mobile, and MetroPCS. There is also a camera installed on that tower for Facebook's benefit. It is not likely that we could safely collocate a fourth carrier on that tower. Also, there is no ground space available at the base of that tower. That tower is full.

Regarding the wood fence, PG&E requires that the fence be non-conductive. We have no objection to painting the wood fence, but conductive material (chain link, CMU with rebar, etc.) could create a touch potential in the event that the tower becomes energized.

Please let me know if you have any questions or need additional information. You can reach me at (415) 971-0994 or d2d1@pge.com.

Thank you,

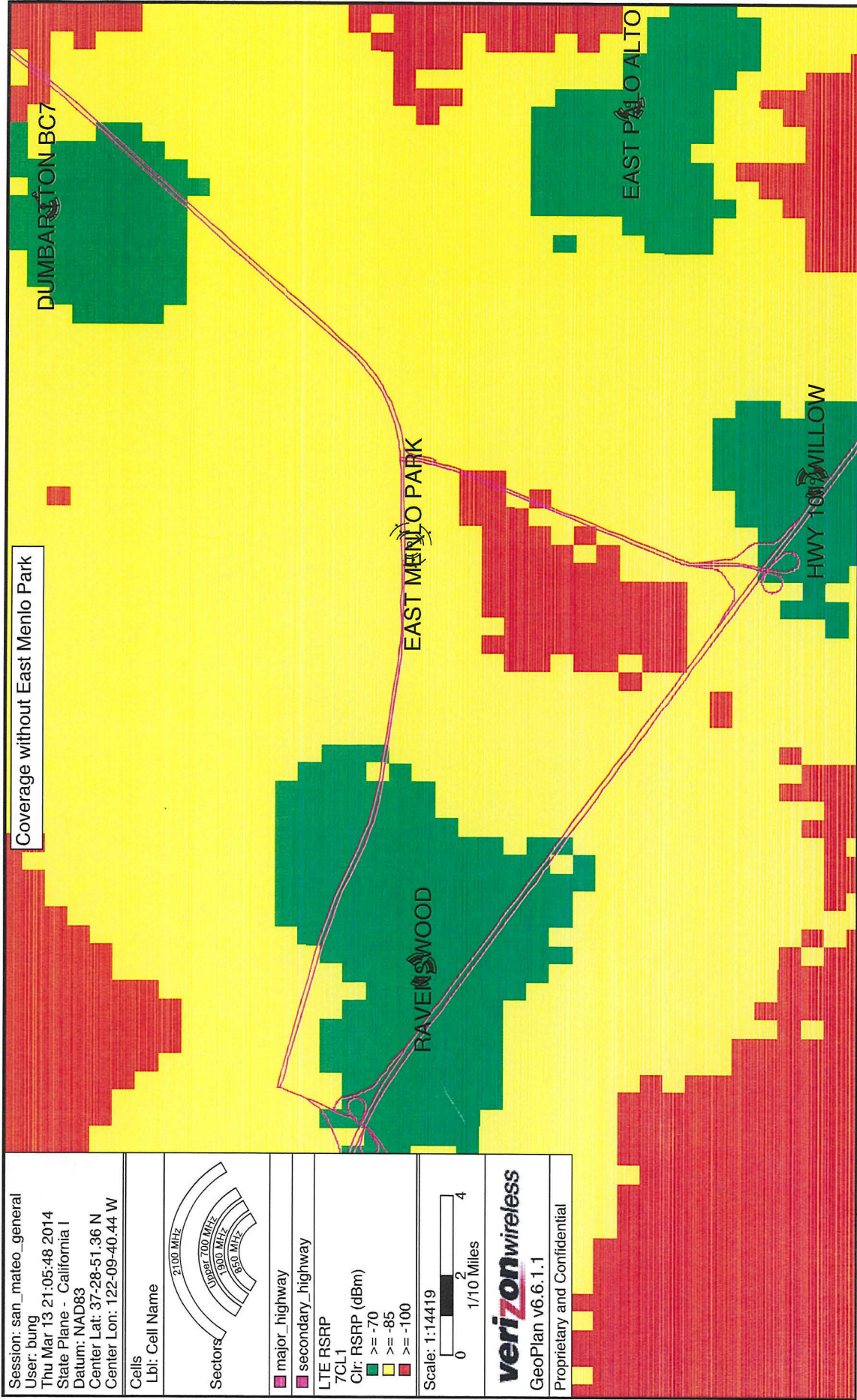


David Duncan
Senior Project Manager

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AUG 28 2014

CITY OF MENLO PARK
PLANNING

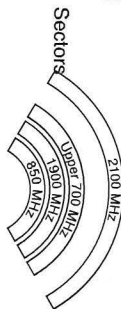


F-1

Session: san_mateo_general
User: bung
Thu Mar 13 21:05:05 2014
State Plane - California I

Datum: NAD83
Center Lat: 37-28-51.36 N
Center Lon: 122-09-40.44 W

Calls
Lbi: Cell Name



major_highway
secondary_highway

LTE RSRP

7CL1

Cir: RSRP (dbm)

>= -70
>= -85
>= -100

Scale: 1:14419

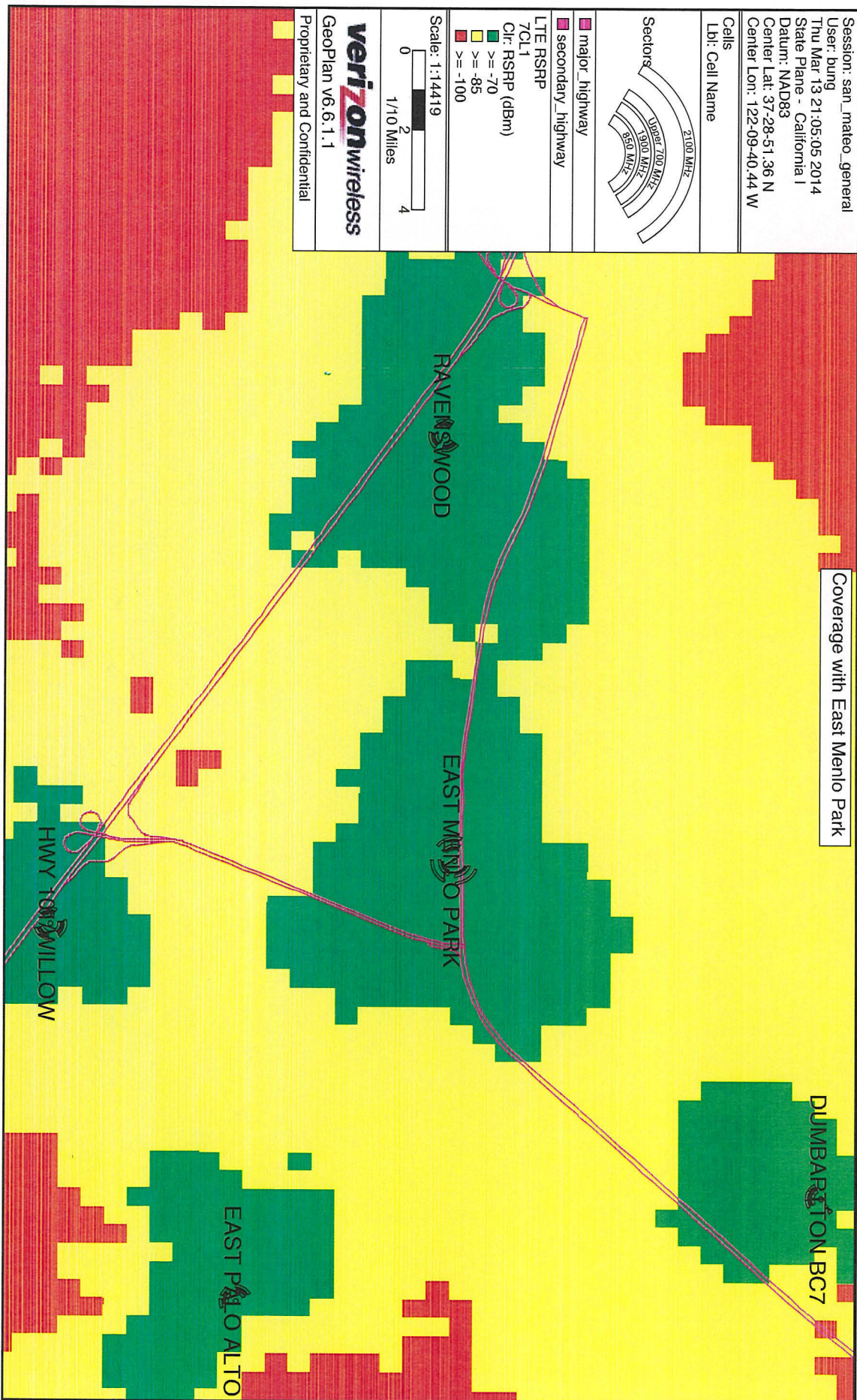


verizonwireless

GeoPlan v6.6.1.1

Proprietary and Confidential

Coverage with East Menlo Park



**Verizon Wireless • Proposed Base Station (Site No. 248133 “East Menlo Park”)
312 Constitution Drive • Menlo Park, California**

Statement of Hammett & Edison, Inc., Consulting Engineers

The firm of Hammett & Edison, Inc., Consulting Engineers, has been retained on behalf of Verizon Wireless, a personal wireless telecommunications carrier, to evaluate the base station (Site No. 248133 “East Menlo Park”) proposed to be located at 312 Constitution Drive in Menlo Park, California, for compliance with appropriate guidelines limiting human exposure to radio frequency (“RF”) electromagnetic fields.

Executive Summary

Verizon proposes to install directional panel antennas on the tall PG&E lattice tower located at 312 Constitution Drive in Menlo Park. The proposed operation will comply with the FCC guidelines limiting public exposure to RF energy.

Prevailing Exposure Standards

The U.S. Congress requires that the Federal Communications Commission (“FCC”) evaluate its actions for possible significant impact on the environment. A summary of the FCC’s exposure limits is shown in Figure 1. These limits apply for continuous exposures and are intended to provide a prudent margin of safety for all persons, regardless of age, gender, size, or health. The most restrictive FCC limit for exposures of unlimited duration to radio frequency energy for several personal wireless services are as follows:

Wireless Service	Frequency Band	Occupational Limit	Public Limit
Microwave (Point-to-Point)	5,000–80,000 MHz	5.00 mW/cm ²	1.00 mW/cm ²
BRS (Broadband Radio)	2,600	5.00	1.00
WCS (Wireless Communication)	2,300	5.00	1.00
AWS (Advanced Wireless)	2,100	5.00	1.00
PCS (Personal Communication)	1,950	5.00	1.00
Cellular	870	2.90	0.58
SMR (Specialized Mobile Radio)	855	2.85	0.57
700 MHz	700	2.40	0.48
[most restrictive frequency range]	30–300	1.00	0.20

Power line frequencies (60 Hz) are well below the applicable range of these standards, and there is considered to be no compounding effect from simultaneous exposure to power line and radio frequency fields.

General Facility Requirements

Base stations typically consist of two distinct parts: the electronic transceivers (also called “radios” or “channels”) that are connected to the traditional wired telephone lines, and the passive antennas that

G-1

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JUN 06 2014

BY PLANNING

**Verizon Wireless • Proposed Base Station (Site No. 248133 “East Menlo Park”)
312 Constitution Drive • Menlo Park, California**

send the wireless signals created by the radios out to be received by individual subscriber units. The transceivers are often located at ground level and are connected to the antennas by coaxial cables. A small antenna for reception of GPS signals is also required, mounted with a clear view of the sky. Because of the short wavelength of the frequencies assigned by the FCC for wireless services, the antennas require line-of-sight paths for their signals to propagate well and so are installed at some height above ground. The antennas are designed to concentrate their energy toward the horizon, with very little energy wasted toward the sky or the ground. This means that it is generally not possible for exposure conditions to approach the maximum permissible exposure limits without being physically very near the antennas.

Computer Modeling Method

The FCC provides direction for determining compliance in its Office of Engineering and Technology Bulletin No. 65, “Evaluating Compliance with FCC-Specified Guidelines for Human Exposure to Radio Frequency Radiation,” dated August 1997. Figure 2 attached describes the calculation methodologies, reflecting the facts that a directional antenna’s radiation pattern is not fully formed at locations very close by (the “near-field” effect) and that at greater distances the power level from an energy source decreases with the square of the distance from it (the “inverse square law”). The conservative nature of this method for evaluating exposure conditions has been verified by numerous field tests.

Site and Facility Description

Based upon information provided by Verizon, including zoning drawings by L.D. Strobel Co. Inc., dated August 8, 2011, it is proposed to install six Andrew Model SBNH-1D6565B directional panel antennas on the 119-foot PG&E lattice tower sited about 1,000 feet west of the intersection between Willow Road and Bayfront Expressway in Menlo Park. The antennas would be mounted with up to 3° downtilt at an effective height of about 66 feet above ground and would be oriented in pairs toward 55°T, 150°T, and 255°T. The maximum effective radiated power in any direction would be 6,300 watts, representing simultaneous operation at 3,940 watts for AWS, 1,220 watts for PCS, and 1,140 watts for 700 MHz service; no operation at cellular frequencies is proposed from this site.

Located on another PG&E lattice tower about 750 feet to the east are similar antennas for use by MetroPCS, T-Mobile, and AT&T Mobility. For the limited purpose of this study, the transmitting facilities of those carriers are assumed to be as follows:

**Verizon Wireless • Proposed Base Station (Site No. 248133 “East Menlo Park”)
312 Constitution Drive • Menlo Park, California**

Operator	Service	Maximum ERP	Antenna Model	Height
MetroPCS	PCS	2,000 watts	Kathrein 742-213	60 ft
	AWS	1,000		
T-Mobile	AWS	4,400	Ericsson AIR21	41
	PCS	2,200		
AT&T	PCS	5,300	Andrew SBNH-1D6565A	29
	Cellular	1,600		
	AWS	2,100		
	700 MHz	1,000		

Study Results

For a person anywhere at ground, the maximum RF exposure level due to the proposed Verizon operation is calculated to be 0.0037 mW/cm², which is 0.40% of the applicable public exposure limit. The maximum calculated cumulative level at ground, for the simultaneous operation of all four carriers, is 11% of the public exposure limit, very near the PG&E tower with the other carriers. The maximum calculated cumulative level at any nearby building* is 5.9% of the public limit. The maximum calculated cumulative level at the second-floor elevation of any nearby residence† is 1.1% of the public exposure limit. It should be noted that these results include several “worst-case” assumptions and therefore are expected to overstate actual power density levels.

No Recommended Mitigation Measures

Due to their mounting locations, the Verizon antennas would not be accessible to the general public, and so no mitigation measures are necessary to comply with the FCC public exposure guidelines. It is presumed that PG&E already takes adequate precautions to ensure that there is no unauthorized access to its tower. To prevent exposures in excess of the occupational limit by authorized PG&E workers, it is expected that they will adhere to appropriate safety protocols adopted by that company.

Conclusion

Based on the information and analysis above, it is the undersigned’s professional opinion that operation of the base station proposed by Verizon Wireless at 312 Constitution Drive in Menlo Park, California, will comply with the prevailing standards for limiting public exposure to radio frequency energy and, therefore, will not for this reason cause a significant impact on the environment. The highest calculated level in publicly accessible areas is much less than the prevailing standards allow for exposures of unlimited duration. This finding is consistent with measurements of actual exposure conditions taken at other operating base stations.

* Located at least 300 feet away, based on photographs from Google Maps.

† Located at least 875 feet away, based on photographs from Google Maps.

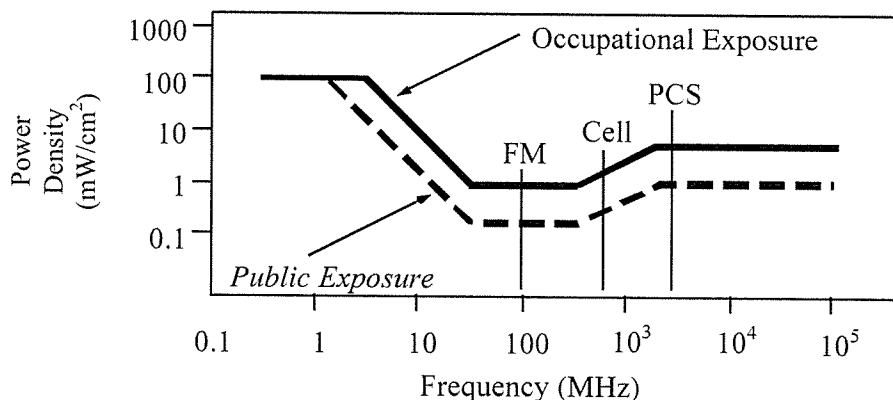
63

FCC Radio Frequency Protection Guide

The U.S. Congress required (1996 Telecom Act) the Federal Communications Commission ("FCC") to adopt a nationwide human exposure standard to ensure that its licensees do not, cumulatively, have a significant impact on the environment. The FCC adopted the limits from Report No. 86, "Biological Effects and Exposure Criteria for Radiofrequency Electromagnetic Fields," published in 1986 by the Congressionally chartered National Council on Radiation Protection and Measurements ("NCRP"). Separate limits apply for occupational and public exposure conditions, with the latter limits generally five times more restrictive. The more recent standard, developed by the Institute of Electrical and Electronics Engineers and approved as American National Standard ANSI/IEEE C95.1-2006, "Safety Levels with Respect to Human Exposure to Radio Frequency Electromagnetic Fields, 3 kHz to 300 GHz," includes similar limits. These limits apply for continuous exposures from all sources and are intended to provide a prudent margin of safety for all persons, regardless of age, gender, size, or health.

As shown in the table and chart below, separate limits apply for occupational and public exposure conditions, with the latter limits (in *italics* and/or dashed) up to five times more restrictive:

Frequency Applicable Range (MHz)	Electromagnetic Fields (<i>f</i> is frequency of emission in MHz)					
	Electric Field Strength (V/m)		Magnetic Field Strength (A/m)		Equivalent Far-Field Power Density (mW/cm ²)	
0.3 – 1.34	614	<i>614</i>	1.63	<i>1.63</i>	100	<i>100</i>
1.34 – 3.0	614	<i>823.8/f</i>	1.63	<i>2.19/f</i>	100	<i>180/f²</i>
3.0 – 30	1842/ <i>f</i>	<i>823.8/f</i>	4.89/ <i>f</i>	<i>2.19/f</i>	900/ <i>f²</i>	<i>180/f²</i>
30 – 300	61.4	<i>27.5</i>	0.163	<i>0.0729</i>	1.0	<i>0.2</i>
300 – 1,500	<i>3.54√f</i>	<i>1.59√f</i>	<i>√f/106</i>	<i>√f/238</i>	<i>f/300</i>	<i>f/1500</i>
1,500 – 100,000	137	<i>61.4</i>	0.364	<i>0.163</i>	5.0	<i>1.0</i>



Higher levels are allowed for short periods of time, such that total exposure levels averaged over six or thirty minutes, for occupational or public settings, respectively, do not exceed the limits, and higher levels also are allowed for exposures to small areas, such that the spatially averaged levels do not exceed the limits. However, neither of these allowances is incorporated in the conservative calculation formulas in the FCC Office of Engineering and Technology Bulletin No. 65 (August 1997) for projecting field levels. Hammett & Edison has built those formulas into a proprietary program that calculates, at each location on an arbitrary rectangular grid, the total expected power density from any number of individual radio sources. The program allows for the description of buildings and uneven terrain, if required to obtain more accurate projections.

RFR.CALC™ Calculation Methodology

Assessment by Calculation of Compliance with FCC Exposure Guidelines

The U.S. Congress required (1996 Telecom Act) the Federal Communications Commission ("FCC") to adopt a nationwide human exposure standard to ensure that its licensees do not, cumulatively, have a significant impact on the environment. The maximum permissible exposure limits adopted by the FCC (see Figure 1) apply for continuous exposures from all sources and are intended to provide a prudent margin of safety for all persons, regardless of age, gender, size, or health. Higher levels are allowed for short periods of time, such that total exposure levels averaged over six or thirty minutes, for occupational or public settings, respectively, do not exceed the limits.

Near Field.

Prediction methods have been developed for the near field zone of panel (directional) and whip (omnidirectional) antennas, typical at wireless telecommunications base stations, as well as dish (aperture) antennas, typically used for microwave links. The antenna patterns are not fully formed in the near field at these antennas, and the FCC Office of Engineering and Technology Bulletin No. 65 (August 1997) gives suitable formulas for calculating power density within such zones.

For a panel or whip antenna, power density $S = \frac{180}{\theta_{BW}} \times \frac{0.1 \times P_{net}}{\pi \times D \times h}$, in mW/cm²,

and for an aperture antenna, maximum power density $S_{max} = \frac{0.1 \times 16 \times \eta \times P_{net}}{\pi \times h^2}$, in mW/cm²,

where θ_{BW} = half-power beamwidth of the antenna, in degrees, and

P_{net} = net power input to the antenna, in watts,

D = distance from antenna, in meters,

h = aperture height of the antenna, in meters, and

η = aperture efficiency (unitless, typically 0.5-0.8).

The factor of 0.1 in the numerators converts to the desired units of power density.

Far Field.

OET-65 gives this formula for calculating power density in the far field of an individual RF source:

$$\text{power density } S = \frac{2.56 \times 1.64 \times 100 \times \text{RFF}^2 \times \text{ERP}}{4 \times \pi \times D^2}, \text{ in mW/cm}^2,$$

where ERP = total ERP (all polarizations), in kilowatts,

RFF = relative field factor at the direction to the actual point of calculation, and

D = distance from the center of radiation to the point of calculation, in meters.

The factor of 2.56 accounts for the increase in power density due to ground reflection, assuming a reflection coefficient of 1.6 ($1.6 \times 1.6 = 2.56$). The factor of 1.64 is the gain of a half-wave dipole relative to an isotropic radiator. The factor of 100 in the numerator converts to the desired units of power density. This formula has been built into a proprietary program that calculates, at each location on an arbitrary rectangular grid, the total expected power density from any number of individual radiation sources. The program also allows for the description of uneven terrain in the vicinity, to obtain more accurate projections.



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF OCTOBER 6, 2014
AGENDA ITEM D4

PROJECT: El Camino Real/Downtown Specific Plan

ACTION: Review and Recommendation on 2014 Amendments

PROPOSAL

The intent of the October 6, 2014 Planning Commission meeting is to provide the Planning Commission the opportunity to review and provide a recommendation on proposed amendments to the El Camino Real/Downtown Specific Plan.

BACKGROUND

In June 2012, the City Council approved the El Camino Real/Downtown Specific Plan ("Specific Plan" or "Plan"), and these actions became effective one month later. New development proposals in the Plan area are required to adhere to the Specific Plan regulations, and the City is considering implementation of public space improvements on an ongoing basis through the 5-Year Capital Improvement Program (CIP) process.

In fall 2013, the Planning Commission and City Council conducted the required one-year review of the Specific Plan, taking place over five meetings in September through November. On November 19, 2014, after considering public comment and the Planning Commission's recommendations, the City Council directed that a number of changes be pursued. These changes included several text edits to clarify policy intentions, as well as the creation of a new, per-project limit on medical/dental office square footage for El Camino Real parcels, discussed more in the Analysis section.

At the time of the City Council's direction, staff projected that minor modifications to the Specific Plan would likely take between three and six months to fully process, with a significant portion of the time required to conduct CEQA (California Environmental Quality Act) review (in this case, taking the form of a Negative Declaration). Since that time, the Planning Division had a number of staffing changes that delayed work on the Specific Plan amendments. However, with the recent hiring of new planners, staff has been able to focus on processing these changes. Staff provided an information item to the Council regarding the processing of the Plan amendments on August 19, 2014.

Following the Council's November 2013 direction, a ballot initiative was submitted to modify elements of the Specific Plan. At the July 15, 2014 City Council meeting, the Council scheduled this ballot measure (now designated as Measure M) for the November 4, 2014 election. The current amendments are tentatively projected to be acted on by the City Council on October 28, 2014, prior to the November election. If the proposed amendments are approved at this meeting, they would be effective regardless of whether Measure M passes. The contract City Attorney providing services regarding Measure M has relayed that if the proposed amendments are not acted on in advance of the election, and Measure M subsequently passes, the proposed amendments would require approval by the voters in a subsequent election, due to the provisions of Measure M regarding voter control. As part of the Planning Commission and City Council's review of the proposed Plan amendments, the Commission and/or Council may consider whether the November 2013 City Council direction should be reconsidered, given that it was given prior to the submittal of Measure M.

ANALYSIS

The approved Specific Plan includes a requirement for ongoing review, intended to ensure that the Plan is functioning as intended, as well as to consider the policy-related implications of various Plan aspects. To address this requirement, the Planning Commission and City Council conducted a detailed review over five meetings, starting on September 9, 2013 and finishing on November 19, 2013. At the conclusion of this review, the City Council directed that staff prepare formal amendments for the following topics:

- 1) Revise text to clarify that implementation of the "Burgess Park Linkage/Open Space Plaza" public space improvement is not dependent on the High Speed Rail project;
- 2) Eliminate "Platinum LEED Certified Buildings" as a suggested Public Benefit Bonus element; and
- 3) For new medical/dental office uses on El Camino Real, establish an absolute maximum of 33,333 square feet per development project.

The first two items would consist of relatively minor wording changes to clarify the City's policy intentions. The decision of when to implement the "Burgess Park Linkage/Open Space Plaza" public space improvement would remain subject to actions of the City Council and other regulatory bodies, and would continue to require applicable project-specific CEQA (California Environmental Quality Act) review. Similarly, any decision on an individual project's Public Benefit Bonus proposal would continue to be made on a case-by-case basis; the list of suggested elements for consideration is not binding, and it would remain so.

The third item would represent new, binding limits to development standards for medical/dental offices in the El Camino Real zoning districts (ECR NE-L, ECR NE, ECR NE-R, ECR SE, ECR SW, and ECR NW). Currently, the Specific Plan limits medical/dental offices to no more than one-third of the maximum FAR of any property, although this could still represent a relatively large amount of square footage, if a development parcel itself is particularly large. Because traffic generation rates for

medical/dental office are typically higher than the rates for non-medical office, the City Council directed that the one-third FAR limit be retained, but coupled with an additional absolute maximum limit of 33,333 square feet for properties along El Camino Real (parcels elsewhere in the Specific Plan are not large enough to achieve this square footage without substantial parcel assembly). The Council relayed that this would help reduce the potential for a single development project to create what might be an immediate, clustered traffic impact.

To relay how the one-third percentage and 33,333-square-foot absolute limits would interact, the following table shows maximum limits for sites of varying sizes in districts with a 1.1 Base FAR limit (shared by several El Camino Real districts).

<u>Site Area</u>		<u>Overall FAR Limit</u>	<u>Medical/Dental Office FAR Limit</u>	
<u>Acres</u>	<u>Square Feet</u>	<u>(1.1 Base Districts)</u>	<u>Existing</u>	<u>Proposed</u>
0.5	21,780	23,958	7,986	7,986
1.0	43,560	47,916	15,972	15,972
2.0	87,120	95,832	31,944	31,944
3.0	130,680	143,748	47,916	33,333
4.0	174,240	191,664	63,888	33,333
5.0	217,800	239,580	79,860	33,333

A summary of the Plan changes in response to Council's direction is included as Attachment A. The draft text amendments to the Specific Plan are relayed in Attachment B, with areas of change highlighted by red boxes. Only the pages with changes are included with this report, although complete versions of the existing and proposed Specific Plan are available on the project page (<http://www.menlopark.org/specificplan>).

Aside from the medical office cap (which represents an additional limit on a land use that was already restricted on a percentage basis), no modifications are proposed to any of the Specific Plan's detailed standards and guidelines that apply to all new construction. No changes to Plan graphics are required. The overall Specific Plan net new development caps (474,000 square feet of non-residential development and 680 new residential units) would not be modified, nor would the boundaries of the Plan area be affected. All new development proposals would still remain subject to architectural control review by the Planning Commission, which includes project-level consideration under CEQA.

The proposed Specific Plan amendments require review/recommendation by the Planning Commission and review/action by the City Council.

Correspondence

Staff has not received any correspondence regarding the proposed Specific Plan amendments.

ENVIRONMENTAL REVIEW

The proposed Specific Plan amendments are subject to the California Environmental Quality Act (CEQA). A Negative Declaration, which was prepared on the basis of an initial study for the proposal, has been circulated for a 20-day review period. The comment review period ends on October 2, 2014.

The initial study analyzed a number of topics, including aesthetics, agriculture and forestry resources, air quality, biological resources, cultural resources, geology and soils, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, land use, mineral resources, noise, population and housing, public service, recreation, transportation/traffic, and utilities and service systems. The initial study consists of a depiction of the existing environmental setting, the proposed project description, followed by a description of potential various environmental effects that may result from the proposed project. The initial study determined that the proposed Specific Plan amendments would not have a significant effect on the environment and therefore, a Negative Declaration was prepared.

RECOMMENDATION

The proposed Specific Plan amendments represent the conclusion of a detailed, five-meeting review conducted by the Planning Commission and City Council in fall 2013, which included public input. The amendments would include relatively minor wording changes to clarify the City's policy intentions, as well as new, binding limits to development standards for medical/dental offices in the El Camino Real zoning districts. The latter changes are intended to reduce the potential for a single development project to create what might be an immediate, clustered traffic impact. Staff recommends that the Planning Commission recommend that the City Council conduct the following actions:

1. Adopt a Resolution Adopting the Negative Declaration for Amendments to the El Camino Real/Downtown Specific Plan (Attachment C)
2. Adopt a Resolution Amending the El Camino Real/Downtown Specific Plan (Attachment D)

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 Specific Plan's ECR districts.

ATTACHMENTS

- A. El Camino Real/Downtown Specific Plan - City Council-Directed Changes, November 19, 2014
- B. El Camino Real/Downtown Specific Plan – 2014 Amendments – Track Changes Excerpts
- C. Draft Resolution Adopting the Negative Declaration for Amendments to the El Camino Real/Downtown Specific Plan
- D. Draft Resolution Amending the El Camino Real/Downtown Specific Plan

EXHIBITS TO BE PROVIDED AT MEETING

None

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**El Camino Real/Downtown Specific Plan
City Council-Directed Changes
November 19, 2013**

1) Burgess Park Linkage/Open Space Plaza – High Speed Rail Timing

p. D45, third paragraph – Revise text:

Because this open space and linkage amenity is located partly on Stanford University property, it should be part of development review with the City when Stanford University chooses to redevelop the land. ~~The rail crossing itself should be undertaken in conjunction with High Speed Rail improvements. The rail crossing itself should consider High Speed Rail improvements, but may be undertaken at any time.~~

2) Public Benefit Bonus and Structured Negotiation – LEED Platinum Removal

p. E17, right-hand bullet list – Delete entire bullet:

- ~~• Platinum LEED Certified Buildings, which would exceed the standards for sustainable practices found in Section E.3.8 “Sustainable Practices”~~

3) Medical Office on El Camino Real – Absolute Maximum

p. E6, columns “El Camino Real Mixed Use” and “El Camino Real Mixed Use/Residential”, row “Offices, Medical and Dental” (two cells total) – Revise text:

L (no greater than one-third the base or public benefit bonus FAR, up to a maximum of 33,333 square feet)

p. E15, footnote – Revise text:

- Specific Plan limits the amount of general office allowed and the amount of medical office, based on community concerns, to the following:
Office, General (inclusive of Medical and Dental Offices) – shall not exceed one half of the base FAR or public benefit bonus FAR
Office, Medical and Dental – shall not exceed one third of the base FAR or public benefit bonus FAR (in the ECR districts, this is additionally limited to an absolute maximum of 33,333 square feet per development project)

p. E16, lower left – Revise text:

E.3.1.02 Medical and Dental office shall not exceed one third of the base FAR or public benefit bonus FAR, whichever is applicable; in the ECR districts, this is additionally limited to an absolute maximum of 33,333 square feet per development project.

p. E49 (ECR NE-L)

p. E54 (ECR NE)

p. E59 (ECR NE-R)

p. E64 (ECR SE)

p. E69 (ECR NW)

p. E74 (ECR SW)

Zoning District Tables – Revise “Maximum FAR for Medical and Dental Offices” row:

One third of the Base or Public Benefit Bonus FAR, whichever is applicable, up to an absolute maximum of 33,333 square feet per development project



Publicly-accessible pedestrian connection and open space element (Portland, Oregon)

Burgess Park Linkage/Open Space Plaza

Explained in more detail in Section E.3 “Development Standards + Guidelines,” the Specific Plan identifies two locations for publicly-accessible open space and grade-separated pedestrian and bicycle linkage across the railroad tracks. One is in the station area at the terminus of Santa Cruz Avenue (discussed above in Section D.3 “Station Area”) and the other is at the terminus of Middle Avenue. The latter connects the western neighborhoods with Burgess Park and neighborhoods to the east.

Described in Section E.3.4 “Massing and Modulation,” the plaza at Middle Avenue provides additional open space amenity to both the community and the private development. The open space plaza should integrate with both the pedestrian promenade along El Camino Real and linkages to the east side of the Caltrain tracks. Adjacent buildings should activate the plazas with ground floor uses, such as cafes and small stores, as discussed in Section E.2.3 “Special Land Use Topics.” The guidelines for this open space amenity are below.

Because this open space and linkage amenity is located partly on Stanford University property, it should be part of development review with the City when Stanford University chooses to redevelop the land. The rail crossing itself should be undertaken in conjunction with High Speed Rail improvements.

Intent

- Provide publicly-accessible open space amenities on the east side of El Camino Real at the intersection of Middle Avenue.
- Provide a grade-separated pedestrian and bicycle linkage across the railroad connecting the Middle Avenue plaza with Alma Street/Burgess Park. The final configuration of such a linkage will depend on the final configuration of the high speed rail.

Character

- Publicly-accessible open space/plaza providing seating and places for small informal gatherings.
- Pedestrian and bicycle connection associated with publicly-accessible open space.



Publicly-accessible pedestrian connection and open space element (Portland, Oregon)

Burgess Park Linkage/Open Space Plaza

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Because this open space and linkage amenity is located partly on Stanford University property, it should be part of development review with the City when Stanford University chooses to redevelop the land. The rail crossing itself should consider High Speed Rail improvements, but may be undertaken at any time.

Intent

- Provide publicly-accessible open space amenities on the east side of El Camino Real at the intersection of Middle Avenue.
- Provide a grade-separated pedestrian and bicycle linkage across the railroad connecting the Middle Avenue plaza with Alma Street/Burgess Park. The final configuration of such a linkage will depend on the final configuration of the high speed rail.

Character

- Publicly-accessible open space/plaza providing seating and places for small informal gatherings.
- Pedestrian and bicycle connection associated with publicly-accessible open space.

MENLO PARK EL CAMINO REAL AND DOWNTOWN SPECIFIC PLAN

Land Use Designations and Allowable Uses					
Allowable Uses	El Camino Real Mixed Use	El Camino Real Mixed Use/Residential	Downtown/Station Area Retail/Mixed Use	Downtown/Station Area Main Street	Downtown Adjacent Office/Residential
Commercial					
Adult Business Establishments	C	C	-	-	-
Animal Sales & Services					
Animal Boarding	C	C	C	-	-
Animal Clinics and Hospitals	C	C	C	-	-
Animal Retail Sales and Service	P	P	P	LC (less than 5,000 SF)	-
Automobile/Vehicle Sales and Service					
Automobile/Vehicle Sales & Leasing	P	P	-	-	-
Gas Stations and Light Vehicle Service	C	C	-	-	-
Banks and Financial Institutions	P	P	LC (less than 5,000 SF)	-	LC (less than 5,000 SF)
Business Services	P	P	LC (less than 5,000 SF)	-	LC (less than 5,000 SF)
Commercial Recreation					
Small-Scale	P	C	C	-	-
Cinemas	C	P	P	-	-
Eating & Drinking Establishments					
Restaurants, Full/Limited Service	P	P	P	P	-
Restaurants, Full/Limited Service with Alcohol and/or Outdoor Seating	A	A	A	A	-
Restaurants, Full/Limited Service with Live Entertainment	A	A	A	A	-
Restaurants, Take-Out Only	P	P	-	-	-
Bars and Lounges	-	C	C	C	-
Funeral & Interment Service	C	C	-	-	-
Hotels and Motels	P	P	P	C	C
Offices, Business and Professional	L (no greater than one-half the base or public benefit bonus FAR)	L (no greater than one-half the base or public benefit bonus FAR)	L (no greater than one-half the base or public benefit bonus FAR)	L (no greater than one-half the base or public benefit bonus FAR and upper floors only)	L (no greater than one-half the base or public benefit bonus FAR)
Offices, Medical and Dental	L (no greater than one-third the base or public benefit bonus FAR)	L (no greater than one-third the base or public benefit bonus FAR)	L (no greater than one-third the base or public benefit bonus FAR)	L (no greater than one-third the base or public benefit bonus FAR and upper floors only)	L (no greater than one-third the base or public benefit bonus FAR)

Table E1. Land Use Designations and Allowable Uses

MENLO PARK EL CAMINO REAL AND DOWNTOWN SPECIFIC PLAN

Land Use Designations and Allowable Uses					
Allowable Uses	El Camino Real Mixed Use	El Camino Real Mixed Use/Residential	Downtown/Station Area Retail/Mixed Use	Downtown/Station Area Main Street	Downtown Adjacent Office/Residential
Commercial					
Adult Business Establishments	C	C	-	-	-
Animal Sales & Services					
Animal Boarding	C	C	C	-	-
Animal Clinics and Hospitals	C	C	C	-	-
Animal Retail Sales and Service	P	P	P	LC (less than 5,000 SF)	-
Automobile/Vehicle Sales and Service					
Automobile/Vehicle Sales & Leasing	P	P	-	-	-
Gas Stations and Light Vehicle Service	C	C	-	-	-
Banks and Financial Institutions	P	P	LC (less than 5,000 SF)	-	LC (less than 5,000 SF)
Business Services	P	P	LC (less than 5,000 SF)	-	LC (less than 5,000 SF)
Commercial Recreation					
Small-Scale	P	C	C	-	-
Cinemas	C	P	P	-	-
Eating & Drinking Establishments					
Restaurants, Full/Limited Service	P	P	P	P	-
Restaurants, Full/Limited Service with Alcohol and/or Outdoor Seating	A	A	A	A	-
Restaurants, Full/Limited Service with Live Entertainment	A	A	A	A	-
Restaurants, Take-Out Only	P	P	-	-	-
Bars and Lounges	-	C	C	C	-
Funeral & Interment Service	C	C	-	-	-
Hotels and Motels	P	P	P	C	C
Offices, Business and Professional	L (no greater than one-half the base or public benefit bonus FAR)	L (no greater than one-half the base or public benefit bonus FAR)	L (no greater than one-half the base or public benefit bonus FAR)	L (no greater than one-half the base or public benefit bonus FAR and upper floors only)	L (no greater than one-half the base or public benefit bonus FAR)
Offices, Medical and Dental	L (no greater than one-third the base or public benefit bonus FAR, up to a maximum of 33,333 square feet)	L (no greater than one-third the base or public benefit bonus FAR, up to a maximum of 33,333 square feet)	L (no greater than one-third the base or public benefit bonus FAR)	L (no greater than one-third the base or public benefit bonus FAR and upper floors only)	L (no greater than one-third the base or public benefit bonus FAR)

Table E1. Land Use Designations and Allowable Uses

Development Standards								
				DEVELOPMENT INTENSITY			BUILDING HEIGHTS	
AREA				LAND USE	FAR*	DU/ACRE	HEIGHT MAX.	FAÇADE HEIGHT MAX.
					X(Y) = Base Allowable (Max. Allowable with Public Benefit Bonus)			
El Camino Real	El Camino Real North	ECR NW	El Camino Real North-West	Mixed Use/ Residential	1.10 (1.50)	25.0 (40.0)	38'	38'
		ECR NE-L	El Camino Real North-East - Low Density	Mixed Use	0.75 (1.10)	20.0 (30.0)	38'	30'
		ECR NE	El Camino Real North-East	Mixed Use	1.10 (1.50)	25.0 (40.0)	38' (Public Benefit Bonus - 48')	38'
		ECR NE-R	El Camino Real North-East - Residential Emphasis	Mixed Use/ Residential	1.10 (1.50)	32.0 (50.0)	38' (Public Benefit Bonus - 48')	38'
	El Camino Real South	ECR SW	El Camino Real South-West	Mixed Use & Mixed Use/ Residential	1.10 (1.50)	25.0 (40.0)	38'	30'
		ECR SE	El Camino Real South-East	Mixed Use & Mixed Use/ Residential	1.25 (1.75)	40.0 (60.0)	60'	38'
Station		SA W	Station Area West	Retail/ Mixed Use & Main Street Overlay	2.00 (2.25)	50.0 (60.0)	48'	38'
		SA E	Station Area East	Retail/ Mixed Use & Main Street Overlay	1.35 (1.75)	50.0 (60.0)	60' (Alma Street - 48')	38'
Downtown		DA	Downtown Adjacent	Office/ Residential	0.85 (1.00)	18.5 (25.0)	38'	30'
		D	Downtown Santa Cruz Avenue	Retail/ Mixed Use & Main Street Overlay	2.00 (2.25)	25.0 (40.0)	38'	30'

*Specific Plan limits the amount of general office allowed and the amount of medical office, based on community concerns, to the following:
Office, General (inclusive of Medical and Dental Offices) - shall not exceed one half of the base FAR or public benefit bonus FAR

Office, Medical and Dental - shall not exceed one third of the base FAR or public benefit bonus FAR

FAR and DU/acre include both Base and Public Benefit Bonus standards, discussed in Section E.3.1 "Development Intensity".

Table E2. Development Standards by Zoning Districts

Development Standards								
				DEVELOPMENT INTENSITY			BUILDING HEIGHTS	
AREA				LAND USE	FAR*	DU/ACRE	HEIGHT MAX.	FAÇADE HEIGHT MAX.
					X(Y) = Base Allowable (Max. Allowable with Public Benefit Bonus)			
El Camino Real	El Camino Real North	ECR NW	El Camino Real North-West	Mixed Use/ Residential	1.10 (1.50)	25.0 (40.0)	38'	38'
		ECR NE-L	El Camino Real North-East - Low Density	Mixed Use	0.75 (1.10)	20.0 (30.0)	38'	30'
		ECR NE	El Camino Real North-East	Mixed Use	1.10 (1.50)	25.0 (40.0)	38' (Public Benefit Bonus - 48')	38'
		ECR NE-R	El Camino Real North-East - Residential Emphasis	Mixed Use/ Residential	1.10 (1.50)	32.0 (50.0)	38' (Public Benefit Bonus - 48')	38'
	El Camino Real South	ECR SW	El Camino Real South-West	Mixed Use & Mixed Use/ Residential	1.10 (1.50)	25.0 (40.0)	38'	30'
		ECR SE	El Camino Real South-East	Mixed Use & Mixed Use/ Residential	1.25 (1.75)	40.0 (60.0)	60'	38'
Station		SA W	Station Area West	Retail/ Mixed Use & Main Street Overlay	2.00 (2.25)	50.0 (60.0)	48'	38'
		SA E	Station Area East	Retail/ Mixed Use & Main Street Overlay	1.35 (1.75)	50.0 (60.0)	60' (Alma Street - 48')	38'
Downtown		DA	Downtown Adjacent	Office/ Residential	0.85 (1.00)	18.5 (25.0)	38'	30'
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*Specific Plan limits the amount of general office allowed and the amount of medical office, based on community concerns, to the following:

Office, General (inclusive of Medical and Dental Offices) - shall not exceed one half of the base FAR or public benefit bonus FAR

Office, Medical and Dental - shall not exceed one third of the base FAR or public benefit bonus FAR (in the ECR districts, this is additionally limited to an absolute maximum of 33,333 square feet per development project)

FAR and DU/acre include both Base and Public Benefit Bonus standards, discussed in Section E.3.1 "Development Intensity".

Table E2. Development Standards by Zoning Districts

project viability and financial return of various development programs. This iterative process of presenting at community workshops, analyzing, refining and presenting again resulted in development prototypes, inclusive of building setbacks, upper floor setbacks and heights, as reflected in this Specific Plan. The final step was to “translate” the prototypes into allowable development FARs and densities (dwelling units per acre or DU/Acre), as depicted in Table E2 and Figure E2.

In addition to reflecting community input, the Specific Plan’s increased allowable FARs and density also help achieve several Plan goals, including: stimulating redevelopment of underutilized parcels; activating the train station area and increasing transit use; enhancing downtown vibrancy and retail sales; and increasing residential opportunities. The plan FARs and density help finance public improvements (e.g., streetscape improvements) and produce more Below Market Rate (BMR) housing.

The Specific Plan places the highest intensity of development around the train station, consistent with goals mentioned in the paragraph above. It also focuses higher development intensities on the parcels on the east side of El Camino Real south of Ravenswood Avenue. These larger parcels can accommodate more development, and they are isolated from adjacent residential neighborhoods by El Camino Real to the west and the railroad tracks and Alma Street to the east. The plan also emphasizes residential uses closest to downtown and the train station.

In addition to the base FAR and public benefit bonus FAR summarized in Figure E2 and Table E2, following pages, the Specific Plan limits the amount of business and professional office allowed, similar to existing City policy, and the amount of medical and dental office, based on community concerns.

Standards

E.3.1.01 Business and Professional office (inclusive of medical and dental office) shall not exceed one half of the base FAR or public benefit bonus FAR, whichever is applicable.

E.3.1.02 Medical and Dental office shall not exceed one third of the base FAR or public benefit bonus FAR, whichever is applicable.

Public Benefit Bonus and Structured Negotiation

A public benefit bonus is the additional development permitted beyond the base intensity (and/or height, if applicable) for a project in exchange for extra public benefit, above and beyond the inherent positive attributes of a project (such as increasing vibrancy and redeveloping vacant and underutilized parcels). As noted previously, the Specific Plan’s recommendation for the base level maximum has been crafted to achieve overall project goals and represent community preferences for building types/sizes. The public benefit bonus would be expected to increase profits from development in exchange for providing additional benefits to the public. However, developers may choose to forgo the public benefit bonus because of perceived costs and risks.

Two common approaches for sharing the benefits of increased development include bonuses for on-site improvements and bonuses achieved through individual developer “structured” negotiations. These two approaches are distinct from, and not to be confused with, impact fees and other development exactions where the fee or other exaction is based on the development’s impact on the need for public facilities (for instance, more residents create a greater need for parks).

The first bonus approach, for on-site improvements, can be a prescriptive one and clearly stated, with a specific amount of additional FAR (e.g. 0.5) or density granted to a developer in exchange for a specific on-site benefit (such as publicly accessible open space). This approach provides more certainty for both the community and developer. However, due to the variety of site and market conditions, developing such a prescriptive approach can be challenging.

“
*Keep the village feel but with
more vibrancy*

”
- Workshop #3 Participant

project viability and financial return of various development programs. This iterative process of presenting at community workshops, analyzing, refining and presenting again resulted in development prototypes, inclusive of building setbacks, upper floor setbacks and heights, as reflected in this Specific Plan. The final step was to “translate” the prototypes into allowable development FARs and densities (dwelling units per acre or DU/Acre), as depicted in Table E2 and Figure E2.

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In addition to the base FAR and public benefit bonus FAR summarized in Figure E2 and Table E2, following pages, the Specific Plan limits the amount of business and professional office allowed, similar to existing City policy, and the amount of medical and dental office, based on community concerns.

Standards

E.3.1.01 Business and Professional office (inclusive of medical and dental office) shall not exceed one half of the base FAR or public benefit bonus FAR, whichever is applicable.

E.3.1.02 Medical and Dental office shall not exceed one third of the base FAR or public benefit bonus FAR, whichever is applicable; in the ECR districts, this is additionally limited to an absolute maximum of 33,333 square feet per development project.

Public Benefit Bonus and Structured Negotiation

A public benefit bonus is the additional development permitted beyond the base intensity (and/or height, if applicable) for a project in exchange for extra public benefit, above and beyond the inherent positive attributes of a project (such as increasing vibrancy and redeveloping vacant and underutilized parcels). As noted previously, the Specific Plan’s recommendation for the base level maximum has been crafted to achieve overall project goals and represent community preferences for building types/sizes. The public benefit bonus would be expected to increase profits from development in exchange for providing additional benefits to the public. However, developers may choose to forgo the public benefit bonus because of perceived costs and risks.

Two common approaches for sharing the benefits of increased development include bonuses for on-site improvements and bonuses achieved through individual developer “structured” negotiations. These two approaches are distinct from, and not to be confused with, impact fees and other development exactions where the fee or other exaction is based on the development’s impact on the need for public facilities (for instance, more residents create a greater need for parks).

The first bonus approach, for on-site improvements, can be a prescriptive one and clearly stated, with a specific amount of additional FAR (e.g. 0.5) or density granted to a developer in exchange for a specific on-site benefit (such as publicly accessible open space). This approach provides more certainty for both the community and developer. However, due to the variety of site and market conditions, developing such a prescriptive approach can be challenging.

“
*Keep the village feel but with
more vibrancy*

”
- Workshop #3 Participant

Individual Developer Structured Negotiation

The Specific Plan recommends an individual developer structured negotiation approach for the sharing of the benefits from increased development above the base FAR, density, and/or height. This approach is the most flexible and effective way to determine appropriate public benefits. The downside is that it creates some uncertainty and often delays the approval process, which can increase cost and risk for developers. However, the Specific Plan requires a structured process to minimize delays and uncertainty.

Projects requesting a public benefit bonus FAR, density and/or height are required to conduct an initial public study session with the Planning Commission, in which both the project and the proposed public benefit are presented for initial evaluation and comment (both from the Planning Commission and the public). Applicants may also request a subsequent study session with the City Council, although this should be expected only for larger or more complicated projects. The study session(s) should incorporate appropriate fiscal/economic review (with work overseen by City staff), which should broadly quantify the benefits/costs of the bonus FAR/density/height and the proposed public benefit. Following the study session(s), the applicant would revise the project and public benefit (if needed) and present them again for full review and action.

The Planning Commission shall, concurrent with overall project review, be the decision-making body on projects proposing public benefits that are incorporated within the project (such as senior housing) and/or which can be memorialized in typical conditions of approval pursuant to the City's normal zoning and planning authority. The

“
Encourage new development
”

- Workshop #3 Participant

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Certain amenities might be considered community investments and funded through taxes to preserve character
”

- Workshop #3 Participant

Planning Commission action (along with the other project actions) can be appealed to the City Council, per standard procedures. For projects proposing public benefits that cannot be imposed through the City's planning and zoning authority (such as payments that are not related to the impact of a project), the public benefit proposal must be included in a proposed Development Agreement submitted by the developer. In that case, Planning Commission shall be the recommending body and the City Council the decision-making body, and the Development Agreement must be adopted by ordinance as provided in the City's Development Agreement ordinance.

The structured negotiation approach works best when desired improvements are clearly understood by potential applicants. Based on community input (including during the review process for the Specific Plan) and the Specific Plan's goals, a public benefit bonus could be considered for elements including but not limited to:

- Senior Housing
- Affordable Residential Units, in particular for lower affordability levels, particularly in areas nearest the station area/downtown
- Hotel Facility, which generates higher tax revenue for the City while also enhancing downtown vibrancy
- Platinum LEED Certified Buildings, which would exceed the standards for sustainable practices found in Section E.3.8 “Sustainable Practices”
- Preservation and reuse of historic resources
- Public parks/plazas and community rooms
- Shuttle services
- Public amenity fund
- Middle Avenue grade-separated rail crossing

The City shall keep this list updated over time by including it with the required yearly reporting to the City Council regarding the Maximum Allowable Development. If desired, the City Council may place the list on the agenda for new public review and direction.

The Specific Plan's process for public benefit bonuses should not necessarily be considered a precedent for other areas of the city, in particular areas that have not conducted an intensive community visioning process to establish goals and guiding principles, and associated development standards and guidelines.

Individual Developer Structured Negotiation

The Specific Plan recommends an individual developer structured negotiation approach for the sharing of the benefits from increased development above the base FAR, density, and/or height. This approach is the most flexible and effective way to determine appropriate public benefits. The downside is that it creates some uncertainty and often delays the approval process, which can increase cost and risk for developers. However, the Specific Plan requires a structured process to minimize delays and uncertainty.

Projects requesting a public benefit bonus FAR, density and/or height are required to conduct an initial public study session with the Planning Commission, in which both the project and the proposed public benefit are presented for initial evaluation and comment (both from the Planning Commission and the public). Applicants may also request a subsequent study session with the City Council, although this should be expected only for larger or more complicated projects. The study session(s) should incorporate appropriate fiscal/economic review (with work overseen by City staff), which should broadly quantify the benefits/costs of the bonus FAR/density/height and the proposed public benefit. Following the study session(s), the applicant would revise the project and public benefit (if needed) and present them again for full review and action.

The Planning Commission shall, concurrent with overall project review, be the decision-making body on projects proposing public benefits that are incorporated within the project (such as senior housing) and/or which can be memorialized in typical conditions of approval pursuant to the City's normal zoning and planning authority. The

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Encourage new development
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- Workshop #3 Participant

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Certain amenities might be considered community investments and funded through taxes to preserve character
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Planning Commission action (along with the other project actions) can be appealed to the City Council, per standard procedures. For projects proposing public benefits that cannot be imposed through the City's planning and zoning authority (such as payments that are not related to the impact of a project), the public benefit proposal must be included in a proposed Development Agreement submitted by the developer. In that case, Planning Commission shall be the recommending body and the City Council the decision-making body, and the Development Agreement must be adopted by ordinance as provided in the City's Development Agreement ordinance.

The structured negotiation approach works best when desired improvements are clearly understood by potential applicants. Based on community input (including during the review process for the Specific Plan) and the Specific Plan's goals, a public benefit bonus could be considered for elements including but not limited to:

- Senior Housing
- Affordable Residential Units, in particular for lower affordability levels, particularly in areas nearest the station area/downtown
- Hotel Facility, which generates higher tax revenue for the City while also enhancing downtown vibrancy
- Preservation and reuse of historic resources
- Public parks/plazas and community rooms
- Shuttle services
- Public amenity fund
- Middle Avenue grade-separated rail crossing

The City shall keep this list updated over time by including it with the required yearly reporting to the City Council regarding the Maximum Allowable Development. If desired, the City Council may place the list on the agenda for new public review and direction.

The Specific Plan's process for public benefit bonuses should not necessarily be considered a precedent for other areas of the city, in particular areas that have not conducted an intensive community visioning process to establish goals and guiding principles, and associated development standards and guidelines.

EI Camino Real North-East - Low Density (ECR NE-L)		
Land Use (Refer to Section E.2)	See Figure E1 and Table E1; EI Camino Real Mixed Use Designation	
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 0.75
		Public Benefit Bonus: 1.10
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable
	Base Density: 20 dwelling units per acre	
	Public Benefit Bonus Density: 30 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 38 feet
		Façade height: 30 feet for all façades except interior side façades
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a Public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 10 feet
		Maximum: 20 feet
		Setback shall be sufficient to provide a minimum 15-foot wide sidewalk with a minimum 10-foot wide clear walking zone and a minimum 5-foot wide furnishings zone.
	Interior Side	Minimum: 10 feet
		Maximum: 25 feet
	Rear	Minimum: 20 feet
	Allowed Projections	Building and architectural projections are allowed. Refer to Section E.3.3.

*continued***Table E6.** Development Standards for EI Camino Real North-East - Low Density (ECR NE-L) District

EI Camino Real North-East - Low Density (ECR NE-L)		
Land Use (Refer to Section E.2)	See Figure E1 and Table E1; EI Camino Real Mixed Use Designation	
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 0.75
		Public Benefit Bonus: 1.10
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable, up to an absolute maximum of 33,333 square feet per development project
	Base Density: 20 dwelling units per acre	
	Public Benefit Bonus Density: 30 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 38 feet
		Façade height: 30 feet for all façades except interior side façades
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a Public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 10 feet
		Maximum: 20 feet
		Setback shall be sufficient to provide a minimum 15-foot wide sidewalk with a minimum 10-foot wide clear walking zone and a minimum 5-foot wide furnishings zone.
	Interior Side	Minimum: 10 feet
		Maximum: 25 feet
	Rear	Minimum: 20 feet
	Allowed Projections	Building and architectural projections are allowed. Refer to Section E.3.3.

continued

Table E6. Development Standards for EI Camino Real North-East - Low Density (ECR NE-L) District

El Camino Real North-East (ECR NE)		
Land Use (Refer to Section E.2)	See Figure E1 and Table E1; El Camino Real Mixed Use Designation	
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 1.10
		Public Benefit Bonus: 1.50
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable
	Base Density: 25 dwelling units per acre	
	Public Benefit Bonus Density: 40 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 38 feet
		Public Benefit Bonus Building Height: 48 feet
		Façade height: 38 feet for façades facing a public ROW or a public open spaces. Applicable only when availing the Public Benefit Bonus Building Height.
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a Public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 10 feet, except along San Antonio Street where 7 feet is the minimum
		Maximum: 20 feet, except along San Antonio Street where 12 feet is the maximum
		For buildings along El Camino Real, setback shall be sufficient to provide a minimum 15-foot wide sidewalk with a minimum 10-foot wide clear walking zone and a minimum 5-foot wide furnishings zone.
	Interior Side	Minimum: 10 feet is required only for upper floors. There is no minimum side setback for ground floor.
		Maximum: 25 feet
	Rear	Minimum: 10 feet
	Allowed Projections	Building and Architectural projections are allowed. Refer to Section E.3.3.

Table E7. Development Standards for El Camino Real North-East (ECR NE) District

El Camino Real North-East (ECR NE)		
Land Use (Refer to Section E.2)	See Figure E1 and Table E1; El Camino Real Mixed Use Designation	
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 1.10
		Public Benefit Bonus: 1.50
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable, up to an absolute maximum of 33,333 square feet per development project
	Base Density: 25 dwelling units per acre	
	Public Benefit Bonus Density: 40 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 38 feet
		Public Benefit Bonus Building Height: 48 feet
		Façade height: 38 feet for façades facing a public ROW or a public open spaces. Applicable only when availing the Public Benefit Bonus Building Height.
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a Public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 10 feet, except along San Antonio Street where 7 feet is the minimum
		Maximum: 20 feet, except along San Antonio Street where 12 feet is the maximum
		For buildings along El Camino Real, setback shall be sufficient to provide a minimum 15-foot wide sidewalk with a minimum 10-foot wide clear walking zone and a minimum 5-foot wide furnishings zone.
	Interior Side	Minimum: 10 feet is required only for upper floors. There is no minimum side setback for ground floor.
		Maximum: 25 feet
	Rear	Minimum: 10 feet
	Allowed Projections	Building and Architectural projections are allowed. Refer to Section E.3.3.

Table E7. Development Standards for El Camino Real North-East (ECR NE) District

El Camino Real North-East - Residential (ECR NE-R)		
Land Use (Refer to Section E.2)	See Table E2; El Camino Real Mixed Use - Residential Designation	
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 1.10
		Public Benefit Bonus: 1.50
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable
	Base Density: 32 dwelling units per acre	
	Public Benefit Bonus density: 50 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 38 feet
		Public Benefit Bonus Building Height: 48 feet
		Façade height: 38 feet for façades facing a public ROW or a public open spaces. Applicable only when availing the Public Benefit Bonus Building Height.
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a Public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 10 feet, except on Oak Grove Avenue and Garwood Way where 7 feet is the minimum
		Maximum: 20 feet, except on Oak Grove Avenue and Garwood Way where 12 feet is the maximum
		For buildings along El Camino Real, setback shall be sufficient to provide a minimum 15-foot wide sidewalk with a minimum 10-foot wide clear walking zone and a minimum 5-foot wide furnishings zone.
		For buildings along Oak Grove Avenue and Garwood Way, setback shall be sufficient to provide a minimum 12-foot wide sidewalk with a minimum 8-foot wide clear walking zone and a minimum 4-foot wide furnishings zone.
	Interior Side	Minimum: 10 feet is required only for upper floors. There is no minimum side setback for ground floor.
		Maximum: 25 feet
	Rear	Minimum: 10 feet
	Allowed Projections	Building and Architectural projections are allowed. Refer to Section E.3.3.

continued

Table E8. Development Standards for El Camino Real North-East - Residential Emphasis (ECR NE-R) District

El Camino Real North-East - Residential (ECR NE-R)		
Land Use (Refer to Section E.2)	See Table E2; El Camino Real Mixed Use - Residential Designation	
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 1.10
		Public Benefit Bonus: 1.50
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable, up to an absolute maximum of 33,333 square feet per development project
	Base Density: 32 dwelling units per acre	
	Public Benefit Bonus density: 50 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 38 feet
		Public Benefit Bonus Building Height: 48 feet
		Façade height: 38 feet for façades facing a public ROW or a public open spaces. Applicable only when availing the Public Benefit Bonus Building Height.
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a Public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 10 feet, except on Oak Grove Avenue and Garwood Way where 7 feet is the minimum
		Maximum: 20 feet, except on Oak Grove Avenue and Garwood Way where 12 feet is the maximum
		For buildings along El Camino Real, setback shall be sufficient to provide a minimum 15-foot wide sidewalk with a minimum 10-foot wide clear walking zone and a minimum 5-foot wide furnishings zone.
		For buildings along Oak Grove Avenue and Garwood Way, setback shall be sufficient to provide a minimum 12-foot wide sidewalk with a minimum 8-foot wide clear walking zone and a minimum 4-foot wide furnishings zone.
	Interior Side	Minimum: 10 feet is required only for upper floors. There is no minimum side setback for ground floor.
		Maximum: 25 feet
	Rear	Minimum: 10 feet
	Allowed Projections	Building and Architectural projections are allowed. Refer to Section E.3.3.

continued

Table E8. Development Standards for El Camino Real North-East - Residential Emphasis (ECR NE-R) District

El Camino Real South-East (ECR SE)		
Land Use (Refer to Section E.2)	See Figure E 1 and Table E1; El Camino Real Mixed Use and El Camino Real Mixed Use - Residential Designations	
	Retail Node at Middle Avenue (east of El Camino Real)	Minimum 10,000 sf of retail/restaurant space. Refer to Page E11.
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 1.25
		Public Benefit Bonus: 1.75
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable
	Base Density: 40 dwelling units per acre	
	Public Benefit Bonus Density: 60 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 60 feet
		Façade height: 38 feet for all façades except interior sides
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 10 feet
		Maximum: 20 feet
		Setback shall be sufficient to provide a minimum 15-foot wide sidewalk with a minimum 10-foot wide clear walking zone and a minimum 5-foot wide furnishings/planting zone.
	Interior Side	Minimum: 10 feet
		Maximum: 25 feet
	Rear	Minimum: 0 feet
	Creek	No development activities may take place within the San Francisquito Creek bed, below the creek bed or in the riparian corridor.
	Allowed Projections	Building and Architectural projections are allowed. Refer to Section E.3.3.

Table E9. Development Standards for El Camino Real South-East (ECR SE) District

El Camino Real South-East (ECR SE)		
Land Use (Refer to Section E.2)	See Figure E 1 and Table E1; El Camino Real Mixed Use and El Camino Real Mixed Use - Residential Designations	
	Retail Node at Middle Avenue (east of El Camino Real)	Minimum 10,000 sf of retail/restaurant space. Refer to Page E11.
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 1.25
		Public Benefit Bonus: 1.75
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable, up to an absolute maximum of 33,333 square feet per development project
	Base Density: 40 dwelling units per acre	
	Public Benefit Bonus Density: 60 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 60 feet
		Façade height: 38 feet for all façades except interior sides
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 10 feet
		Maximum: 20 feet
		Setback shall be sufficient to provide a minimum 15-foot wide sidewalk with a minimum 10-foot wide clear walking zone and a minimum 5-foot wide furnishings/planting zone.
	Interior Side	Minimum: 10 feet
		Maximum: 25 feet
	Rear	Minimum: 0 feet
	Creek	No development activities may take place within the San Francisquito Creek bed, below the creek bed or in the riparian corridor.
	Allowed Projections	Building and Architectural projections are allowed. Refer to Section E.3.3.

Table E9. Development Standards for El Camino Real South-East (ECR SE) District

EI Camino Real North-West (ECR NW)		
Land Use (Refer to Section E.2)	See Figure E1 and Table E1; EI Camino Real Mixed Use - Residential Designation	
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 1.10 Public Benefit Bonus: 1.50
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable
	Base Density: 25 dwelling units per acre	
	Public Benefit Bonus Density: 40 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 38 feet Façade height: Not applicable
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a Public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 5 feet with limited setbacks allowed for store or lobby entrances, retail frontage and outdoor seating . Maximum: 8 feet with limited setbacks allowed for store or lobby entrances, retail frontage and outdoor seating For buildings along EI Camino Real, setback shall be sufficient to provide a 12-foot wide sidewalk with a minimum 8-foot wide clear walking zone and a minimum 4-foot wide furnishings zone.
	Interior Side	Not applicable
	Rear	Minimum: 20 feet
	Allowed Projections	Building and Architectural projections are allowed. Refer to Section E.3.3.

continued

Table E10. Development Standards for EI Camino Real North-West (ECR NW) District

El Camino Real North-West (ECR NW)		
Land Use (Refer to Section E.2)	See Figure E1 and Table E1; El Camino Real Mixed Use - Residential Designation	
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 1.10 Public Benefit Bonus: 1.50
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable, up to an absolute maximum of 33,333 square feet per development project
	Base Density: 25 dwelling units per acre	
	Public Benefit Bonus Density: 40 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 38 feet Façade height: Not applicable
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a Public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 5 feet with limited setbacks allowed for store or lobby entrances, retail frontage and outdoor seating . Maximum: 8 feet with limited setbacks allowed for store or lobby entrances, retail frontage and outdoor seating For buildings along El Camino Real, setback shall be sufficient to provide a 12-foot wide sidewalk with a minimum 8-foot wide clear walking zone and a minimum 4-foot wide furnishings zone.
	Interior Side	Not applicable
	Rear	Minimum: 20 feet
	Allowed Projections	Building and Architectural projections are allowed. Refer to Section E.3.3.

continued

Table E10. Development Standards for El Camino Real North-West (ECR NW) District

MENLO PARK EL CAMINO REAL AND DOWNTOWN SPECIFIC PLAN

El Camino Real South-West (ECR SW)		
Land Uses (Refer to Section E.2)	See Figure E1 and Table E1; El Camino Real Mixed-Use and El Camino Real Mixed-Use/Residential Designations	
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 1.10
		Public Benefit Bonus: 1.50
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable
	Base Density: 25 dwelling units per acre	
	Public Benefit Bonus Density: 40 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 38 feet
		Façade height: 30 feet for all façades except interior side façades
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 7 feet, except north of Live Oak Avenue where 5 feet is the minimum
		Maximum: 12 feet, except north of Live Oak Avenue where 8 feet is the maximum
		South of Live Oak Avenue, setback shall be sufficient to provide a minimum 12-foot wide sidewalk with a minimum 8-foot wide clear walking zone. A minimum 4-foot wide furnishings zone should be provided.
	Interior Side	Minimum: 5 feet, except north of Live Oak Avenue where there is no minimum side setback for ground floor and 5 feet minimum is required only for upper floors.
		Maximum: 25 feet
	Rear	Minimum: 20 feet, except north of Live Oak Avenue, where 10 feet is required.
	Creek	No development activities may take place within the San Francisquito Creek bed, below the creek bed or in the riparian corridor.
	Allowed Projections	Building and Architectural projections are allowed. Refer to Section E.3.3.

Table E11. Development Standards for El Camino Real South-West (ECR SW) District

MENLO PARK EL CAMINO REAL AND DOWNTOWN SPECIFIC PLAN

El Camino Real South-West (ECR SW)		
Land Uses (Refer to Section E.2)	See Figure E1 and Table E1; El Camino Real Mixed-Use and El Camino Real Mixed-Use/Residential Designations	
Development Intensity (Refer to Section E.3.1)	Maximum FAR for all uses, inclusive of Offices	Base: 1.10
		Public Benefit Bonus: 1.50
	Maximum FAR for Offices, inclusive of Medical and Dental Offices	One half of the Base or Public Benefit Bonus FAR, whichever is applicable
	Maximum FAR for Medical and Dental Offices	One third of the Base or Public Benefit Bonus FAR, whichever is applicable, up to an absolute maximum of 33,333 square feet per development project
	Base Density: 25 dwelling units per acre	
	Public Benefit Bonus Density: 40 dwelling units per acre	
Height (Refer to Section E.3.2)	Maximum Height	Building height: 38 feet
		Façade height: 30 feet for all façades except interior side façades
	Minimum Height	Commercial ground floor: 15 feet floor-to-floor
	Allowed Projections	Vertical building projections such as roof-mounted equipment, parapets and stair/elevator towers may be permitted subject to screening, height, and design standards. Refer to Section E.3.2.
Setback (Refer to Section E.3.3)	Front and Side facing a public ROW (Note: please reference Figure E7 for standards applying to specific street faces)	Minimum: 7 feet, except north of Live Oak Avenue where 5 feet is the minimum
		Maximum: 12 feet, except north of Live Oak Avenue where 8 feet is the maximum
		South of Live Oak Avenue, setback shall be sufficient to provide a minimum 12-foot wide sidewalk with a minimum 8-foot wide clear walking zone. A minimum 4-foot wide furnishings zone should be provided.
	Interior Side	Minimum: 5 feet, except north of Live Oak Avenue where there is no minimum side setback for ground floor and 5 feet minimum is required only for upper floors.
		Maximum: 25 feet
	Rear	Minimum: 20 feet, except north of Live Oak Avenue, where 10 feet is required.
	Creek	No development activities may take place within the San Francisquito Creek bed, below the creek bed or in the riparian corridor.
	Allowed Projections	Building and Architectural projections are allowed. Refer to Section E.3.3.

Table E11. Development Standards for El Camino Real South-West (ECR SW) District

ATTACHMENT C

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK ADOPTING A NEGATIVE DECLARATION FOR AMENDMENTS TO THE EL CAMINO REAL/DOWNTOWN SPECIFIC PLAN

WHEREAS, the City of Menlo Park ("City") in 2012 adopted the El Camino Real/Downtown Specific Plan ("Specific Plan"), which contains a requirement for initial review one year after adoption; and

WHEREAS, the City Council in November 2013 directed the preparation of amendments to the Specific Plan ("the Project"); and

WHEREAS, an Initial Study and Negative Declaration (collectively "Negative Declaration") were prepared based on substantial evidence analyzing the potential environmental impacts of the Project; and

WHEREAS, the Negative Declaration was released for public comment beginning September 11, 2014 and ending October 2, 2014; and

WHEREAS, the Planning Commission held a duly noticed public hearing on October 7, 2014 to review and consider the Negative Declaration and the Project, at which all interested persons had the opportunity to appear and comment, and the Planning Commission voted affirmatively to recommend adoption of the Negative Declaration; and

WHEREAS, the City Council held a duly noticed public hearing on October 28, 2014 to review and consider the Negative Declaration and the Project, at which all interested persons had the opportunity to appear and comment; and

WHEREAS, the Negative Declaration, public comments, and all other materials which constitute the record of proceedings upon which the City Council's decision is based are on file with the City Clerk; and

WHEREAS, the City Council finds that the Negative Declaration is complete and adequate pursuant to the California Environmental Quality Act, and that the City Council has considered and reviewed all information contained in it; and

WHEREAS, the City Council finds on the basis of the whole record before it that there is no substantial evidence that the Project will have a significant effect on the environment and that the Negative Declaration reflects the City's independent judgment and analysis.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Menlo Park hereby adopts the Negative Declaration for the Project.

I, Pamela Aguilar, City Clerk of Menlo Park, do hereby certify that the above and foregoing Council Resolution was duly and regularly passed and adopted at a meeting by said Council on the 28th day of October, 2014, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHERE OF, I have hereunto set my hand and affixed the Official Seal of said City on this ____ day of _____, 2014.

Pamela Aguilar, MMC
City Clerk

ATTACHMENT D

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK AMENDING THE EL CAMINO REAL/DOWNTOWN SPECIFIC PLAN

WHEREAS, the City of Menlo Park ("City") adopted the El Camino Real/Downtown Specific Plan ("Specific Plan") in 2012; and

WHEREAS, the Specific Plan contains a requirement for initial review one year after adoption; and

WHEREAS, the Planning Commission and City Council conducted the initial review over the course of five meetings in September through November 2013; and

WHEREAS, the Planning Commission and City Council meetings were duly noticed and informed by public comment; and

WHEREAS, at the conclusion of the initial review, the City Council directed that staff prepare amendments to clarify policy intentions and establish a new, per-project limit on medical/dental offices along El Camino Real; and

WHEREAS, an Initial Study and Negative Declaration regarding the Specific Plan amendments was prepared in compliance with the California Environmental Quality Act; and

WHEREAS, on October 6, 2014, the Planning Commission held a duly noticed public hearing on the proposed Specific Plan amendments, at which all interested persons had the opportunity to appear and comment and the Planning Commission voted to recommend approval of the Specific Plan amendments to the City Council; and

WHEREAS, the City Council held a duly noticed public hearing on October 28, 2014 to review the proposed Specific Plan amendments, at which all interested persons had the opportunity appear and comment.

WHEREAS, adoption of the Specific Plan has complied with the provisions of Government Code Section 65453; and

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City Menlo Park as follows:

1. The amended El Camino Real/Downtown Specific Plan is in the public interest and will advance the health, safety, and general welfare of the City of Menlo Park.

2. The amended El Camino Real/Downtown Specific Plan is consistent with the Menlo Park General Plan.

I, Pamela Aguilar, City Clerk of Menlo Park, do hereby certify that the above and foregoing Council Resolution was duly and regularly passed and adopted at a meeting by said Council on the 28th day of October, 2014, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this ____ day of _____, 2014.

Pamela Aguilar, MMC
City Clerk