



PLANNING COMMISSION AGENDA

Regular Meeting
December 15, 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 – Jean Lin, Associate Planner; Thomas Rogers, Senior Planner; Kyle Perata, 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. ConnectMenlo (General Plan Update)
 - i. City Council/Planning Commission Study Session (December 9, 2014)
 - ii. Workshop #2 (December 18, 2014)
 - iii. Open House (January 8, 2015)
- b. Economic Development Plan Update – City Council (December 16, 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

D. PUBLIC HEARING

- D1. General Plan Amendment, Rezoning, Zoning Ordinance Text Amendment, Use Permit, Architectural Control, Lot Merger, Sign Review, Heritage Tree Removal Permit, and Environmental Review/Menlo Park Fire Protection District/700 Oak Grove Avenue and 1231 Hoover Street:** Request to redevelop Fire Station 6 using properties located at 700 Oak Grove Avenue and 1231 Hoover Street. The proposed redevelopment would include demolition of the existing fire station and adjacent single-family residence, construction of a new fire station consisting of a two-story firehouse and a vintage vehicle display building, and relocation of an existing carriage house from its present location at 300 Middlefield Road onto the subject site. The application includes the following requests: ([Attachment](#))

- 1) **General Plan Amendment:** To amend the site’s General Plan land use designations from El Camino Real/Downtown Specific Plan and Medium Density Residential to Public Facilities;

- 2) **Rezoning:** To change the site's zoning designation from the SP-ECR/D (El Camino Real/Downtown Specific Plan) and R-3 (Apartment) districts to P-F (Public Facilities) district, to allow the proposed use of the subject site to be more consistent with the appropriate zoning designation;
 - 3) **Zoning Ordinance Text Amendment:** To allow the maximum allowable Floor Area Ratio (FAR) to exceed 30 percent, up to a maximum of 60 percent on sites with a lot area of two acres or less, inclusive of contiguous parcels in the P-F zoning district, subject to obtaining a use permit;
 - 4) **Use Permit:** To allow the fire station use, proposed FAR of approximately 59 percent, and the use and storage of hazardous materials;
 - 5) **Architectural Control:** To review the design of the proposed fire station and site improvements;
 - 6) **Lot Merger:** To merge two parcels into one parcel;
 - 7) **Sign Review:** To review a comprehensive sign program for a fire station, including two signs on each individual street frontage;
 - 8) **Heritage Tree Removal Permit:** To allow the removal of three heritage trees; and,
 - 9) **Environmental Review:** To evaluate the potential environmental impacts pursuant to California Environmental Quality Act (CEQA) in the Mitigated Negative Declaration (MND).
- D2. Use Permit Extension/Benjamin T. Himlan, Off the Grid/1090 Merrill Street:** Request for an extension 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. The event would continue to occur on Wednesday evenings between 5:00 p.m. and 9:00 p.m., with setup starting at 3:30 p.m. and cleanup concluding at 10:00 p.m. The event would continue to include amplified live music (typically consisting of one to two musicians playing predominantly acoustic instruments) and generator use, which may exceed Noise Ordinance limits. The use permit term would be extended from its current expiration date of February 19, 2015, to February 19, 2020. ([Attachment](#))
- D3. Use Permit and Architectural Control/Facebook, Inc./300 Constitution Drive:** Request for a use permit and architectural control for exterior modifications and conversion of an existing approximately 185,000 square foot warehouse and distribution building to general offices, and ancillary employee amenities located in the M-2 (General Industrial) zoning district. The project site is nonconforming with regard to parking and the proposed project would be considered a change of use. As part of the project, the applicant is requesting a use permit for the storage and use of hazardous materials (diesel fuel) associated with an emergency generator. The proposed project would include a requirement that trips generated from the proposed project combined with other trips from the site not exceed the historical vehicular trips from the site during the AM and PM peak periods. In addition, the project would include a BMR Housing Agreement in compliance with the City's BMR Housing Ordinance and BMR Guidelines. ([Attachment](#))
- D4. Use Permit/Western Allied Mechanical Inc./1180 O'Brien Drive:** Request for a use permit for the conversion of approximately 2,570 square feet of warehouse space to office space, associated with an HVAC business within an existing building, located in the M-2 (General Industrial) zoning district. The project site is nonconforming with regard to parking and the increase in office square footage would be a considered a change of use. The applicant is proposing to increase the usable parking spaces on-site as part of the project. No major

exterior changes to the existing building are included in the project. In addition, the applicant is requesting approval of a Below Market Rate (BMR) In-Lieu Fee Agreement for the change of use, on a square foot basis. ([Attachment](#))

E. REGULAR BUSINESS

E1. Review of the Draft Five-Year Capital Improvement Plan for Fiscal Years 2015-2020
([Attachment](#))

F. COMMISSION BUSINESS – None

G. STUDY SESSION – None

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	January 12, 2015
Regular Meeting	January 26, 2015
Regular Meeting	February 9, 2015
Regular Meeting	February 23, 2015
Regular Meeting	March 9, 2015
Regular Meeting	March 23, 2015

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at <http://www.menlopark.org/notifyme> and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service on the City's homepage. Agendas and staff reports may also be obtained by contacting Vanh Malathong at 650-330-6736. (Posted: December 10, 2014)

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

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

Any writing that is distributed to a majority of the commission by any person in connection with an agenda item is a disclosable public record (subject to any exemption under the Public Records Act) and is available for inspection at The Community Development Department, Menlo Park City Hall, 701 Laurel Street, Menlo Park, CA 94025 during regular business hours.

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

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



PLANNING COMMISSION

Agenda and Meeting Information

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

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

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

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

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

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

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

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

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

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

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



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF DECEMBER 15, 2014
AGENDA ITEM D1

LOCATION:	700 Oak Grove Avenue and 1231 Hoover Street	APPLICANT:	Menlo Park Fire Protection District
EXISTING USE:	Fire Station and One Single-Family Residence	OWNER:	Menlo Park Fire Protection District
PROPOSED USE:	Fire Station	APPLICATION:	General Plan Amendment, Rezoning, Zoning Ordinance Text Amendment, Use Permit, Architectural Control, Lot Merger, Sign Review, Heritage Tree Removal Permit
EXISTING ZONING:	SP-ECR/D (El Camino Real/ Downtown Specific Plan) and R-3 (Apartment)		
PROPOSED ZONING:	P-F (Public Facilities)		

PROPOSAL

The applicant is requesting to redevelop Fire Station 6 using properties located at 700 Oak Grove Avenue and 1231 Hoover Street. The proposed redevelopment would include demolition of the existing fire station and adjacent single-family residence, construction of a new fire station consisting of a two-story firehouse and a vintage vehicle display building, and relocation of an existing carriage house from its present location at 300 Middlefield Road onto the subject site.

The proposed project includes the following requests:

- 1) **General Plan Amendment:** To amend the site's General Plan land use designations from El Camino Real/Downtown Specific Plan and Medium Density Residential to Public Facilities;

- 2) **Rezoning:** To change the site's zoning designation from the SP-ECR/D (El Camino Real/Downtown Specific Plan) and R-3 (Apartment) districts to P-F (Public Facilities) district, to allow the proposed use of the subject site to be more consistent with the appropriate zoning designation;
- 3) **Zoning Ordinance Text Amendment:** To allow the maximum allowable Floor Area Ratio (FAR) to exceed 30 percent, up to a maximum of 60 percent on sites with a lot area of two acres or less, inclusive of contiguous parcels in the P-F zoning district, subject to obtaining a use permit;
- 4) **Use Permit:** To allow the fire station use, proposed FAR of approximately 59 percent, and the use and storage of hazardous materials;
- 5) **Architectural Control:** To review the design of the proposed fire station and site improvements;
- 6) **Lot Merger:** To merge two parcels into one parcel;
- 7) **Sign Review:** To review a comprehensive sign program for a fire station, including two signs on each individual street frontage;
- 8) **Heritage Tree Removal Permit:** To allow the removal of three heritage trees; and,
- 9) **Environmental Review:** To evaluate the potential environmental impacts pursuant to California Environmental Quality Act (CEQA) in the Mitigated Negative Declaration (MND).

The Planning Commission will review the requested discretionary actions and make a recommendation to the City Council, which will be the decision-making body for the requested set of actions.

BACKGROUND

In 1953, the Planning Commission approved a use permit to allow a fire station to be developed at 700 Oak Grove Avenue. Fire Station 6 currently consists of a single-story building with two apparatus bays taking access from Oak Grove Avenue. A two-story single-family residence to the rear of the fire station at 1231 Hoover Street was acquired by the Fire District in 2008, and currently provides living quarters for the firefighters. The station currently serves the greater downtown area. The Fire District is seeking to replace this station with a more modern facility that would better serve the District's needs, including improving the site's circulation and overall functionality.

Planning Commission Study Session

On February 4, 2013, the Planning Commission conducted a study session to provide input and direction to staff and the applicant on the proposal for the construction of a new fire station and associated site improvements at the project site. The Planning Commission was generally supportive of the proposed project and provided guidance on the development proposal, including the following items:

- Ensure that the parking lot design would not adversely impact the adjacent neighbor at 1243 Hoover Street. Landscaping should be added along the shared property line.
- The design of the Hoover Street façade should be more compatible with the adjacent residential neighborhood. In particular, the first floor windows should have a more residential design.
- The use of additional design elements and architectural details should be explored, such as trim work and breaking up the brick façades. A gentler, less institutional design was encouraged.
- The areas for the apparatus bays and vintage vehicle display building should be counted towards the FAR.
- The increase in FAR for this project is appropriate given the allowable FAR in the Specific Plan area.

Since the study session, the applicant has refined the project to address the Planning Commission's comments, including the following changes:

- The parking area has been reconfigured to allow for a strip of landscaping between the parking stalls and the fence at the shared property line.
- The design of the firehouse and vintage vehicle display buildings have been modified from a more institutional design as previously presented, to a more traditional design with some contemporary elements as currently proposed. The addition of details, such as the greater use of arches along the street-facing elevations, decorative trims, horizontal bands, and use of two types of brick and stucco to add variation to the wall cladding all contribute towards a design that would be more compatible with the adjacent residences.
- The Zoning Ordinance text amendment request has been revised with a higher FAR, from 50 percent to 60 percent, to account for the inclusion of the apparatus bays and vintage vehicle display building into the FAR calculation.

ANALYSIS

Site Location

Using Oak Grove Avenue in an east to west orientation, the subject property is located at the northwest corner of Oak Grove Avenue and Hoover Street in downtown. The subject site consists of two separate parcels with the addresses 700 Oak Grove Avenue and 1231 Hoover Street, both of which are currently under the ownership of the Menlo Park Fire Protection District. The parcel at 700 Oak Grove Avenue is a corner parcel with frontages on both Oak Grove Avenue and Hoover Street, and the parcel at 1231 Hoover Street abuts the rear of the 700 Oak Grove Avenue parcel with frontage only on Hoover Street. The applicant is proposing to merge these two parcels into one parcel, which together would form an "L" shaped lot.

The surrounding area is developed with one- to three-story buildings with a mix of retail,

office, mixed use developments, and detached single-family dwellings. Properties along Oak Grove Avenue are in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district and predominantly commercial, and properties along Hoover Street are in the R-3 (Apartment) zoning district and predominantly residential. Adjacent uses include a single-family residence to the north, a mix of single- and multi-family residences to the east, one- to three-story commercial buildings to the south, and a multi-family residence and a mixed-use residential and office building under construction to the west.

Project Description

The applicant is proposing to demolish the existing fire station and single-family house, and to construct a new fire station to include an approximately 7,857-square foot, two-story firehouse and an approximately 1,003-square foot single-story building for the storage and display of vintage fire engines. Additionally, the applicant is proposing to relocate an existing carriage house that is approximately 342 square feet, which is currently located at Fire Station 1 on 300 Middlefield Road, onto the project site.

The Fire District intends to continue operation of Station 6 throughout the construction process. Construction of the fire station is anticipated to occur over a two-year period. Existing structures would be demolished, and temporary modular living quarters and an apparatus structure would be erected on the northern portion of the site (1231 Hoover Street parcel). The temporary structures would be removed once the permanent buildings are completed. A more detailed construction phasing plan is included in the plan set (Attachment B).

The new fire station would be open to the community for scheduled visits. According to the applicant, tours would be scheduled in advance. The current Station 6 provides approximately 12 tours a year, with larger tours ranging from 10 to 20 persons, and typically lasting approximately 30 minutes. The applicant does not anticipate any significant changes to the number of tours that will be offered at this location.

As part of the proposal, the applicant intends to pursue the discretionary actions described in greater detail below. The applicant's project description letter is included as Attachment C. The proposed General Plan amendments, rezonings, and amendments to the text of the Zoning Ordinance would be acted on by the City Council. The Planning Commission will be acting in a recommending capacity, with final actions on the overall project conducted by the City Council.

General Plan Map Amendment

The subject property currently has a General Plan land use designation of El Camino Real/Downtown Specific Plan for the 700 Oak Grove Avenue parcel, and Medium Density Residential for the 1231 Hoover Street parcel. In conjunction with proposed rezoning to the P-F district, the applicant is requesting an amendment to the site's General Plan land use designations to Public Facilities. The P-F district's

corresponding General Plan designation is Public Facilities, and the proposed General Plan map amendment would ensure consistency between the proposed Zoning and General Plan designations.

Rezoning and Zoning Ordinance Text Amendment

The property at 700 Oak Grove is currently in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district, and 1231 Hoover Street is in the R-3 (Apartment) zoning district. Adjacent parcels along Oak Grove are also in the Specific Plan, and parcels along Hoover Street are in the R-3 district. Within the Specific Plan, the subject parcel and the nearby parcels are part of the DA (Downtown Adjacent) sub-district.

The applicant is proposing to combine the two lots and rezone the combined lot to the P-F (Public Facilities) district to allow for a unified, single-site development. The P-F district is intended to accommodate governmental and other public uses, and would generally allow greater flexibility with respect to development standards than either the Specific Plan or the R-3 district. The proposed fire station is a conditional use in the P-F district, and requires approval of a use permit.

The table below provides a comparison between the development standards of the subject site's existing zoning designations and those of the P-F district, and the proposed development.

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Zoning District Comparison

	Specific Plan	R-3 district	P-F district	Proposed
Floor Area Ratio (FAR)	Base: 85% Public Benefit Bonus: 100%	45%	30%*	58.7%, including apparatus bays and vehicle display building
Building Coverage	N/A	30%	N/A	38.0%
Setbacks				
Front (Oak Grove Avenue)	5 ft. to 20 ft.	20 ft.	N/A	0 ft.
Side, Corner (Hoover Street)	5 ft. to 25 ft.	15 ft.	N/A	10.1 ft.
Side, Interior	5 ft. to 25 ft.	10 ft.	N/A	9.2 ft.
Rear	10 ft.	15 ft.	N/A	5.0 ft.
Separation Between Buildings	N/A	20 ft.	N/A	4.4 ft.
Building Height	38 ft. maximum, 30 ft. maximum for façades facing street	35 ft.	N/A	38.9 ft.
Landscaping and Open Spaces	N/A	50%	N/A	23.2%
Parking	Not Specified for Fire Station use	Not Specified for Fire Station use	Not Specified for Fire Station use**	7 spaces

*The applicant is requesting a Zoning Ordinance text amendment to increase the allowable FAR in the P-F district from 30 percent to 60 percent, on smaller sites.

**Although the Zoning Ordinance does not list a parking requirement for the P-F district, the appropriate number of parking spaces may be established through the use permit process.

The P-F district does not have any development standards, with the exception of a maximum floor area ratio of 30 percent. Accommodating all of the needs for the fire station has proven difficult to achieve within the 30 percent floor area ratio limit on a relatively small site. Due to the station's unique facility needs and the challenges associated with developing on smaller sites, the applicant is requesting a Zoning Ordinance text amendment to increase the allowable floor area ratio in the P-F district from 30 to 60 percent, and would require the approval of a use permit to allow the request for a higher FAR to be reviewed on a case-by-case basis. The higher floor area may only be requested for sites that are two acres or less in size, including contiguous parcels in the P-F district. For example, if a 1.9-acre parcel in the P-F

district abuts a 0.2-acre parcel that is also in the P-F district, the total area of the contiguous P-F zoned site would exceed two acres and would be ineligible for the higher FAR, regardless of whether both parcels are developed individually or as a combined site. The site area limitation would effectively restrict the number of P-F zoned sites where the higher FAR could be considered, as most P-F zoned properties would exceed two acres in size. Currently, only three sites could qualify under the site area limitation, including the rezoned subject site, the Belle Haven Child Development Center located at 410 Ivy Drive, and Fire Station 77 located at 1467 Chilco Avenue. Allowing an increase in the floor area ratio would allow greater flexibility for the development of public facilities on smaller sites, which have needs and site constraints that are uniquely different from other development.

Site Layout and Design

Parking and Site Circulation

The current fire station has a driveway along Oak Grove Avenue to serve emergency vehicles. This layout requires fire vehicles to back into the apparatus bays, temporarily blocking that portion of Oak Grove Avenue. A second driveway along Hoover Street accesses a small parking lot behind the fire station where firefighters and visitors park. The adjacent single-family residence at 1231 Hoover Street has a semi-circular driveway with two curb cuts along Hoover Street, one of which leads to a detached garage at the rear of the property.

The proposed development would be served with two driveways, one along Oak Grove Avenue to provide emergency vehicle access only, and one along Hoover Street to serve both emergency vehicles and passenger vehicles. The fire apparatus vehicle would enter the site through the Hoover Street driveway, enter through the rear of the apparatus bay, and exit through the Oak Grove Avenue driveway. The site layout is driven by the need to allow the fire apparatus vehicle to enter the apparatus bay without the need to back into the bay. The Hoover Street driveway would be gated, and would provide access to the small parking lot at the rear of the site. The proposed site plan would result in an overall reduction in the number of driveways, from four to two driveways.

The applicant is proposing a total of seven uncovered off-street parking spaces for passenger vehicles, which includes one accessible space. The applicant has indicated that the station is staffed by three firefighters, and the six proposed parking spaces would accommodate the overlapping parking demand during a change of shift.

Proposed Structures

The new two-story firehouse would front on Oak Grove Avenue, and would be located in substantially the same location as the existing building. The ground floor of the building would consist of one drive-through apparatus bay for a fire apparatus vehicle, one “back-in” bay for a fire engine, utility and equipment storage areas, offices, and an

enclosed generator room. The second floor would consist of living quarters for the fire fighters, including sleeping quarters, a fitness room, a kitchen, a dining room, a day room, laundry facilities, and an outdoor deck. The building would have a mix of traditional and contemporary elements, with a metal standing seam gable roof and shed dormers, brick wall cladding, aluminum frame windows, and glass roll-up doors at the apparatus bays. The brick cladding would consist of red-toned common bond brick for the walls above a tan brick base. Tan stucco would be applied to sections of the second floor walls along the side elevations, as well as the building base below some of the arched bays along the street side elevation. Precast trims would emphasize the arched bays, and horizontal bands would provide visual interest and break up the building massing.

The vintage vehicle display building would be located at the rear of the site, to the west of the proposed parking lot. This building is intended to provide storage for two decommissioned fire engines which are of historical interest, and is not intended for active emergency vehicles. The design and materials of this structure is consistent with those of the firehouse building, and would feature a gable standing seam metal roof, with red common bond brick walls above a tan brick base. An arched glass roll-up door would be at the front, with arched window bays along the side and a high sill height window at the rear.

The carriage house would be moved from its current location at 300 Middlefield Road (Fire Station 1) onto the subject property. The structure would be located towards the rear at the northwest corner of the site, to the north of the vintage vehicle display building. This is a simple wood structure with a gable roof and a bell tower, with an overall height of 21 feet, six inches. The bell has been removed from the bell tower, and the structure currently serves as a storage building. A historic resource evaluation determined that this structure is a historic resource as it is the oldest building associated with the Fire District and has retained its historic integrity. Relocation of the structure onto the subject site was also determined to be feasible and would not impact the structure's historic status, as discussed in greater detail in the Environmental Review section below.

A covered trash enclosure would be located near the Hoover Street driveway, at the northeast corner of the site. The trash enclosure would be constructed of wood slats supported with steel framing, and would have an overall height of nine feet. The lower portion of the enclosure would feature solid walls, while the upper portion would have open slats. The use of open slats on the upper portion of the enclosure would add texture and visual interest, and helps reduce the perception of massing.

Surrounding structures vary in height from one to three stories. The residential and commercial uses in the immediate neighborhood feature a variety of architectural styles, and range in height from one to three stories. The recently approved mixed-use development adjacent to the west (702 Oak Grove Avenue) would be a three-story structure in a modern architectural style. The proposed height and scale of the project would be in keeping with those of neighboring properties, and staff believes that the

design of the proposed new structures would generally be compatible with the mix of architectural styles in the broader downtown neighborhood.

Plan Line and Dedication

Per Chapter 13.12 of the Municipal Code, which provides regulations for plan lines, a “plan line” means:

the boundaries and limits of a planned right-of-way, including the future right-of-way of an existing street as it is proposed to be widened and including all lands necessary for the building, widening or maintenance of any road, street, highway or any other type of public way, which planned right-of-way is based on the comprehensive plan for the city;

The north side of Oak Grove Avenue between El Camino Real and University Drive contains a 16-foot deep plan line. The plan line continues east of El Camino Real, generally with 8-foot deep plan lines on the north and south sides of Oak Grove Avenue. The Oak Grove Avenue plan line was created by a resolution adopted by the City Council in 1972. The Zoning Ordinance, section 16.66.010, indicates that whenever an official plan line has been established for any street abutting property zoned other than single-family residential, the City may require as a condition of granting a building permit for the property, the improvement or dedication of any portion of the property between the plan line and the existing property line. Staff recommends that eight feet of the 16-foot plan line be dedicated as part of the project approval, similar to other nearby projects (702, 718, 846, and 850 Oak Grove Avenue).

The dedication of a portion of the plan line would affect the floor area ratio (FAR), setbacks and building coverage. The FAR and building coverage would be based upon the lot size after the dedication of a portion of the plan line. However, the front setback would be measured from the official 16-foot plan line per the Zoning Ordinance.

The applicant has requested to place a seat wall within the proposed eight-foot wide dedication area, to serve as a landscape feature near the street intersection. The semi-circular seat wall would be 18-inches in height and constructed of concrete. While the Public Works Department typically discourages the placement of any new structures within the City’s right-of-way, the proposed seat wall encroachment is being considered due to the fact that the applicant is willing to assume the risks of having to remove the seat wall due to potential future street improvements.

Gross Floor Area

According to Section 16.04.325(c)(3) of the Zoning Ordinance, areas of a building “devoted to covered parking and related circulation for automobiles and bicycles, including garages, carports, below grade parking structures, and above grade parking structures” may be excluded from gross floor area.

The applicant is proposing to provide parking and storage of vehicles housed within a structure, including the apparatus bays in the firehouse building and the vintage vehicle display building. The apparatus bays would be utilized by emergency vehicles that are in service, and the vintage vehicle display building is intended to permanently house two decommissioned fire engines. The sum of both vehicle-oriented areas is approximately 3,348 square feet. In accordance with the Planning Commission's direction from the study session, these vehicle-oriented areas have been incorporated into the GFA calculation and are reflected in the Zoning Ordinance text amendment request to allow an FAR of up to 60 percent.

Emergency Generator and Hazardous Materials

The proposal includes an emergency generator and a 500-gallon above-ground fuel storage tank for diesel fuel. The emergency generator would be located at the rear of the firehouse on the ground floor, and would be in an enclosed room with aluminum louver panels to help minimize noise exposure while still allowing necessary airflow for the operation of the generator. The generator would be used as a back-up power source in case of an outage, and would be tested monthly as part of routine maintenance testing. The fuel tank would be located outdoors, to the rear of the firehouse, and would be protected by a five-foot tall masonry wall and concrete bollards along the driveway. The fuel tank would be used for both refueling vehicles as well as powering the proposed emergency generator. Both the emergency generator and associated fuel storage tank would trigger the need for a use permit for the use and storage of hazardous materials. In addition, the emergency generator would require a permit from the Bay Area Air Quality Management Board.

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

Staff believes that the proposed use and quantity of diesel fuel would be compatible with other uses in this area. The Hazardous Materials Business Plan has been approved by the relevant agencies, and includes a training plan and protection measures in the event of an emergency.

Sign Review

The applicant proposes a comprehensive sign program that shows the proposed location, size, and design of four building-mounted signs throughout the site. Proposed signage would include two signs on the front of the firehouse building on Oak Grove Avenue frontage, including a firefighter's medallion logo that would be installed under the gable, and a second sign consisting of individual letters above the apparatus bays that read "Menlo Park Fire District 6." Additionally, two signs are proposed along the Hoover Street frontage, including a firefighter's medallion logo sign on the front (east) elevation of the vintage vehicle display building and a wood sign that reads "Menlo Park Fire Hose Company #1" to replace an existing sign on the front (east) elevation of the carriage house. The subject property is permitted up to 146 square feet of sign area, and proposed signage would result in a total of approximately 85 square feet of sign area that includes all four signs.

Staff reviews a sign application for conformance with both the Zoning Ordinance regulations and the Design Guidelines for Signs. If the request meets the requirements in both documents, staff can approve the sign request administratively. If, however, the sign request would violate the regulations of the Zoning Ordinance and/or be incompatible with the Design Guidelines for Signs, the review of the application is forwarded to the Planning Commission, either through a variance application (in the case of noncompliance with the Zoning Ordinance) and/or as a general review of the sign for consistency with the Design Guidelines.

For this application, staff determined that the proposed signs would comply with all Zoning Ordinance regulations. However, the proposed sign would not be consistent with the Design Guidelines for Signs. Specifically, the sign would not comply with item B.11 of the Design Guidelines for Signs, which limits each business or tenant to one building-mounted sign on each street frontage of a parcel, since two signs are proposed on each of the two street frontages.

The proposed sign program would help identify the facility as a fire station as a public facility. While the signs would serve the same occupant, the sign area requested is well below the allowable sign area, and is compatible with the design of the proposed buildings. Staff believes the proposed signage is appropriate in the context of the site's use as a fire station, would not result in visual clutter, and is compatible with the design of the proposed project.

Trees and Landscaping

There are currently ten trees on or near the subject site, including four heritage trees. The applicant has submitted an arborist report (Attachment L) detailing the species, size, and conditions of the existing trees on the site. The report determines the present condition, discusses the impacts of the proposed improvements, and provides recommendations for tree preservation.

The proposed development includes the removal of nine trees, including three heritage trees and six non-heritage trees, due to the proposed construction. A summary of the heritage trees is contained below.

Heritage Tree Summary

Fire Station 6 Heritage	Size (diameter)	Condition	Proposal	
			Retain	Remove
Tree #5* : Pin oak (<i>Quercus palustris</i>)	16 inches	Good		X
Tree #6 : Coast live oak (<i>Quercus agrifolia</i>)	17 inches	Fair		X
Tree #7 : Coast live oak (<i>Quercus agrifolia</i>)	21 inches	Good		X
Tree #12** : Coast live oak	32 inches	Fair	X	
TOTAL			1	3

*Street tree

**Located on 702 Oak Grove Avenue, the adjacent property to the west.

The 16-inch pin oak (tree #5) proposed for removal is a street tree surrounded by concrete, and its roots are lifting the surrounding sidewalk. The applicant is proposing its removal due to direct conflicts with the proposed driveway along Hoover Street. One of the objectives of the new fire station is to allow for a drive-through apparatus bay that would accommodate both a 28.5-foot fire truck, which is currently being used, as well as a 44.9-foot fire truck, which is planned for future use. The location of tree #5 is in direct conflict with the driveway design necessary to accommodate the turning movements for a 44.9-foot fire truck entering the drive-through apparatus bay. While the City Arborist initially recommended further evaluation to try to retain this tree, upon further evaluation, tentative approval for its removal was recommended due to the fact that its retention would impede the operation of the fire station.

The 17-inch coast live oak (tree #6) proposed for removal is located near the proposed trash enclosure. This tree exhibits structural problems, and is stunted in growth due to its close proximity to the taller 21-inch coast live oak (tree #7). The City Arborist has recommended tentative approval for the removal of this tree due to structural problems.

The applicant proposes to remove a 21-inch coast live oak (tree #7), also located near the proposed trash enclosure, and its removal is proposed in order to accommodate the construction of the trash enclosure. The arborist report includes recommended tree protection measures to mitigate or avoid impacts to this tree, including recommended construction of the slab foundation for the trash enclosure that limits a vertical soil cut to no more than two inches. The applicant states that excavation of approximately 18 inches would be required in order to construct the slab and

associated foundation to support the walls and roof of the trash enclosure, which is deeper than the two-inch excavation limit recommended by the project arborist. Due to its larger size and good condition, the City Arborist has recommended that alternative construction methods for the trash enclosure be explored that would allow this tree to be retained.

The applicant is proposing to provide six heritage tree replacements, which represents a ratio of two replacement trees for every tree removed. The proposed heritage tree replacements include five 24-inch box frontier elms to be planted as new street trees along Hoover Street, and one 48-inch box valley oak to be planted towards the rear of the site.

The preliminary landscape plan shows that approximately 26 new trees would be planted throughout the site, including five street trees along Hoover Street and 21 trees on-site. The street trees would consist of frontier elms in 24-inch boxes. The proposed new trees to be planted on-site would consist of valley oak (48-inch box), crape myrtle (24-inch box), fern pine (15 gallon), lagerstroemia hybrid (24-inch box), and Meyer lemon improved (24-inch box). Shrubs would also be planted along the perimeter of the site.

The proposed removal of all three heritage trees will be presented to the Environmental Quality Commission (EQC) in their upcoming meeting on December 17, 2014. The EQC's recommendation will be forwarded to the City Council for consideration when they take action on the proposed project.

Correspondence

The applicant has reached out to neighboring properties, and their letter to the neighbors is included in Attachment C.

Staff has received three pieces of correspondence regarding the proposed project (Attachment L), and summarized below.

On October 22, 2014, Andy and Melody Mabardy, the owners of the multi-family residential property at 705-711 Elizabeth Lane, express concerns about the height of the carriage house and vintage vehicle display building, and the close proximity of these structures from the shared property line. They further express that these structures would result in potential impacts to access to natural light, privacy, and noise for residents on their property. The applicant has met with the owners to discuss their concerns, and have modified the project as a result. These changes include:

- The setbacks from the shared property line have been increased for both buildings. The setback for the vintage vehicle display building has been increased from approximately four feet to 13 feet, seven inches, and the carriage house's setback increased from six feet, five inches to 20 feet, nine inches.
- The roll-up glass door at the rear of the vintage vehicle display building has been changed to a high window that would not be operable.

On December 9, 2014, staff received a follow-up letter from Andy and Melody Mabardy, in which they express that their discussions with the applicant have resulted in changes to the project that would help address their concerns. They express support for the project, and request that the following conditions be included in the approval:

- The applicant should discuss the proposed landscape details with the owners of 705-711 Elizabeth Lane, including the location of plantings and trees near the shared property line, to ensure that a continuous hedge or thick trees are not planted.
- The vintage vehicle display building and carriage house would not be used for an active fire station, noisy maintenance or repair activities, including the use of bells or alarms. They request that the use of these buildings would be limited to display, storage, and occasional tours.
- That there be no public assembly or noisy events in or at the rear of the vintage vehicle display building and carriage house.
- That interior lights and any exterior lights at the rear of the vintage vehicle display building and the carriage house are left off in the evening and at night to avoid light spillover onto neighboring properties. If this is not possible, it is requested that the rear window be replaced with skylights.

On December 10, 2014, the applicant, through their architect, submitted a letter in response to the conditions of approval requested in Andy and Melody Mabardy's letter dated December 9, 2014, summarized as follows:

- With respect to the landscaping near the shared property line, the applicant indicates that they would continue to work with their neighbors on an acceptable landscaping scheme.
- With respect to the use of the vintage vehicle display building, the applicant indicates that it would function as storage for both antique fire engines and for a "reserve" engine, which is an operational engine, but that active engines would operate out of the firehouse and not out of the vintage vehicle display building.
- With respect to public assembly and noisy events near the shared property line, the applicant indicates that this condition would be overly restrictive, and provides a description of how station tours would be conducted.
- With respect to light spillover, the applicant indicates that interior lighting would only be on when the building is in use, which is typically during the daytime. Exterior lighting at night would be necessary for safety, and would be on a motion/time sensor.

ENVIRONMENTAL REVIEW

An Initial Study and Mitigated Negative Declaration, collectively referred to as the MND, have been prepared and circulated for public review in compliance with the California Environmental Quality Act (CEQA). The public review period began on November 13, 2014 and ends on December 15, 2014. The MND is available for review at the Planning Division office and library reference desk during business hours. The MND is also available for review on the City's website.

As of the preparation of this staff report, staff has received one piece of correspondence on the MND, from the California Department of Transportation (Caltrans), and is included in Attachment L. Caltrans notes that a transportation permit would be required for any movement of oversized or excessive load vehicles on state roadways, such as State Route 82 (El Camino Real). Additionally, a Transportation Management Plan would be required for any traffic restrictions and detours affecting the state highway system.

The MND analyzes the potential environmental impacts of the project across a wide range of impact areas. The MND determined that the project would have no impact on agriculture and forest resources, mineral resources, population and housing, and recreation. The project would have a less than significant impact without the need for mitigation on the following areas: aesthetics, geology and soils, greenhouse gas emissions, hydrology and water quality, land use and planning, public services, transportation/traffic, and utilities and service systems. The project would have a potentially significant impact that can be reduced to a less than significant impact with mitigation in the following areas: air quality, biological resources, cultural resources, hazards and hazardous materials, and noise.

Summary of Project Impacts Mitigated to Less Than Significant Impact

The proposed project would result in the following potentially significant impacts related to air quality, biological resources, cultural resources, hazards and hazardous materials, and noise. These impacts would be mitigated to a less than significant level through implementation of mitigation measures identified in their respective topic sections and the MND.

Air Quality

Construction of the proposed project will generate significant levels of air pollutant emissions that could expose sensitive receptors to substantial pollutant concentrations community health risk. Implementation of dust emission control measures (mitigation measure AQ-1) and use of low-emission equipment during construction (mitigation measure AQ-2) would reduce these impacts to a less-than-significant level.

Biological Resources

Demolition and tree removal activities during construction may result in potential impacts to special-status wildlife species, including the pallid bat, Townsend's big-eared bat, and Cooper's hawk. Implementation of pre-construction surveys and avoidance of nests (mitigation measures BIO-1 and BIO-2) would reduce these impacts to a less-than-significant level.

Cultural Resources

A historic resources evaluation was conducted to evaluate the project's potential impact on historical resources. The evaluation determined that the carriage house is a historic resource that is eligible for listing in the State and National Registers. Constructed around 1899, it is the oldest building associated with the Fire District, this structure has remained relatively intact and has retained its historic integrity, except for its location, because the building had previously been moved twice. Relocation of the carriage house onto the subject site was determined to be feasible with the implementation of recommended treatment methods (mitigation measure CR-1) that would reduce any potential impacts to a less-than-significant level.

The potential for encountering archaeological or paleontological resources, or human remains during construction are unknown. Implementation of procedures to avoid or minimize potential impacts should archaeological or paleontological resources, or human remains are encountered during construction (mitigation measures CR-2, CR-3, and CR-4) would minimize any potential impacts to a less-than-significant level.

Hazards and Hazardous Materials

A 550-gallon underground diesel fuel storage tank and associated piping was removed from the property at 700 Oak Grove Avenue in 1987. Based on the results of the soil sampling performed during removal of the former diesel fuel storage tank, the soil in the vicinity of the former underground storage tank is unlikely to be contaminated. However, in the event that utility trenching and shoring excavations encounters low level residual concentrations of hydrocarbons in the soil in the vicinity of the former fuel tank, the impact is conservatively considered potentially significant. The preparation of a soil management plan for excavation activities near the vicinity of the former underground storage tank (mitigation measure HAZ-1) would reduce potential impacts from hazardous waste to a less-than-significant level.

Noise

The proposed project could expose sensitive receptors to significant noise impacts from temporary or periodic increases in the ambient noise levels due to project construction activities. Implementation of noise controls during construction (mitigation measure NOI-1) would reduce any potential noise impacts to a less-than-significant level.

RECOMMENDATION

The proposed project would replace an aging fire station with a new station that would better serve the downtown area, and provides an opportunity to preserve an existing historic structure. The applicant has revised the proposed project to address the comments from the Planning Commission and concerns raised by adjacent property owners. Staff believes that the proposed changes to the site's General Plan and zoning designations would make the land use designations consistent with the current and anticipated future use of the site. The proposed Zoning Ordinance text amendment would allow greater flexibility for development of public facilities on smaller sites, while allowing consideration of case-by-case issues through the use permit requirement. Staff recommends that the Planning Commission recommend that the City Council approve the General Plan amendment, rezoning, Zoning Ordinance text amendment, use permit, architectural control, lot merger, sign review, and heritage tree removal permit. Conditions of approval are included in Attachment E. Staff further recommends that the Planning Commission recommend that the City Council adopt the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program.

Staff recommends that the Planning Commission recommend approval to the City Council of all the actions outlined in Attachment D.

Report prepared by:

Jean Lin

Associate Planner

Report reviewed by:

Thomas Rogers

Senior Planner

PUBLIC NOTICE & APPEAL PERIOD

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

The Mitigated Negative Declaration is available for review at the Community Development Department and at the Library during business hours.

ATTACHMENTS

- A. Location Map
- B. Project Plans
- C. Project Description Letter
- D. Recommended Actions for Approval
- E. Recommended Conditions of Approval

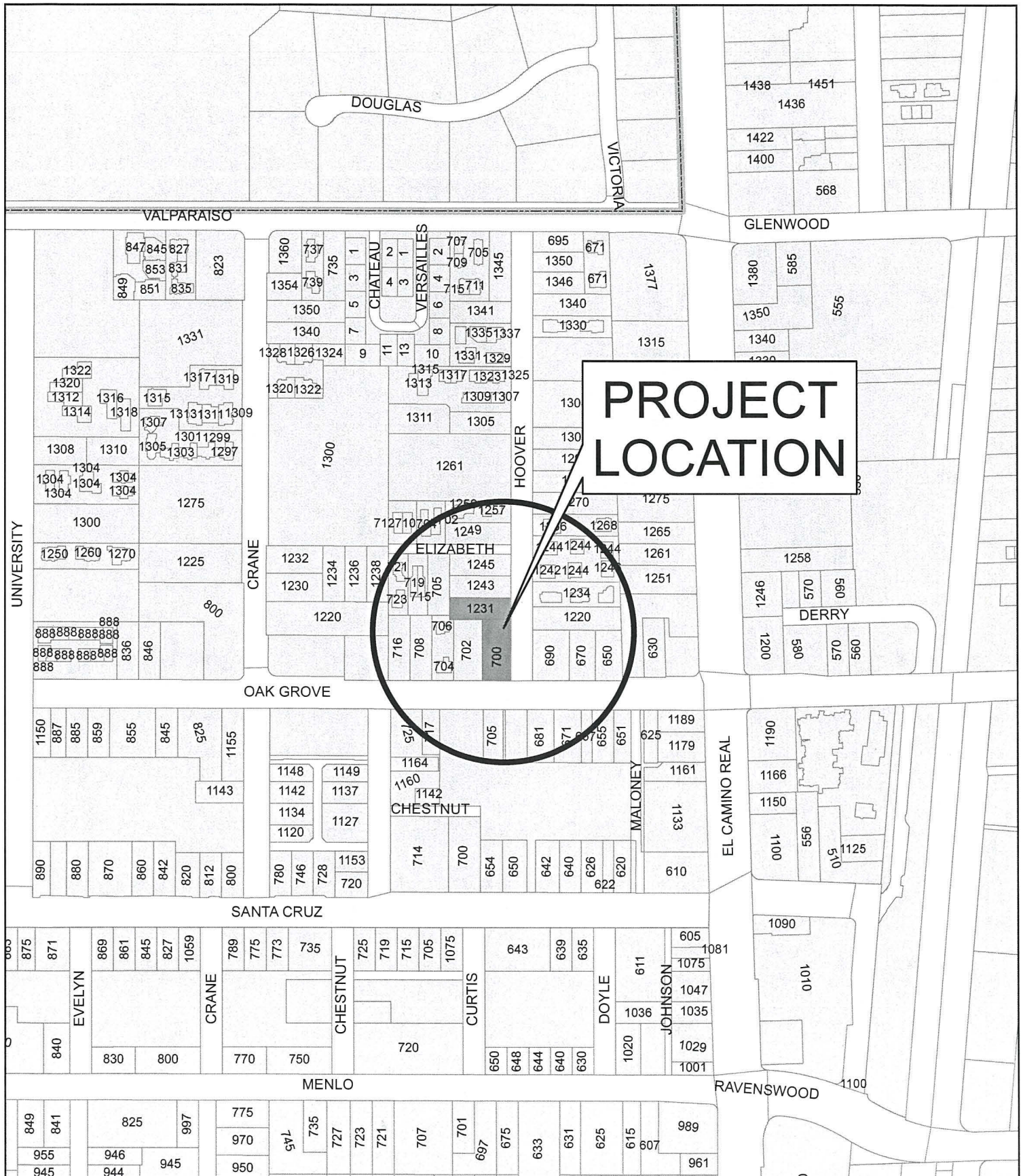
- F. Draft Resolution Amending the General Plan to Change the Land Use Designation for Properties Located at 700 Oak Grove Avenue and 1231 Hoover Street
- G. Draft Ordinance Rezoning Properties Located at 700 Oak Grove Avenue and 1231 Hoover Street
- H. Draft Ordinance Amending Chapter 16.49 [Public Facilities District] of Title 16 [Zoning] of the Menlo Park Municipal Code
- I. Hazardous Materials Business Plan
- J. Hazardous Materials Agency Referral Forms:
 - Menlo Park Fire Protection District
 - West Bay Sanitary District
 - Menlo Park Building Division
 - Email from San Mateo County Environmental Health Services Division
- K. Draft Resolution Approving the Heritage Tree Removal Permits for the Properties Located at 700 Oak Grove Avenue and 1231 Hoover Street
- L. Arborist Report by Arbor Resources, dated received on January 16, 2014
- M. Draft Initial Study and Mitigated Negative Declaration (Provided Under Separate Cover)
- N. Mitigation Monitoring and Reporting Program
- O. Draft Resolution Adopting a Mitigated Negative Declaration and Adopting a Mitigation Monitoring and Reporting Program for the Menlo Park Fire Station 6 Project for Properties Located at 700 Oak Grove Avenue and 1231 Hoover Street
- P. Correspondence
 - Letter from Andy and Melody Mabardy, dated October 22, 2014
 - Letter from Andy and Melody Mabardy, dated December 9, 2014
 - Letter from CJW Architecture, dated December 10, 2014
 - Letter from California Department of Transportation, dated December 11, 2014

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

EXHIBITS TO BE PROVIDED AT MEETING

- A. Color and Materials Board

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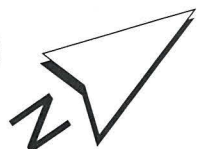


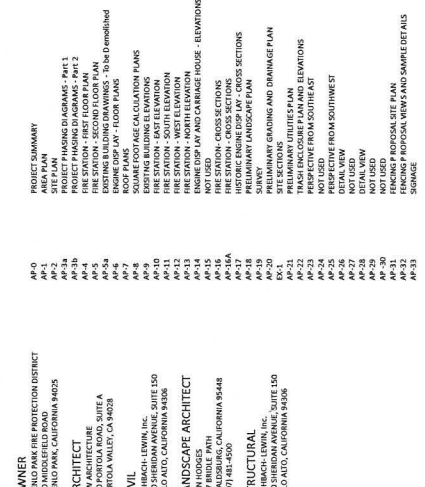
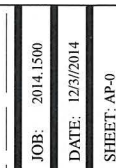
CITY OF MENLO PARK **LOCATION MAP**

700 OAK GROVE AVE & 1231 HOOVER ST

DRAWN: KTP CHECKED: KTP DATE: 12/08/14 SCALE: 1" = 300' SHEET: 1

A1

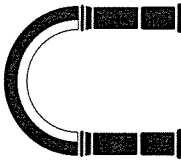
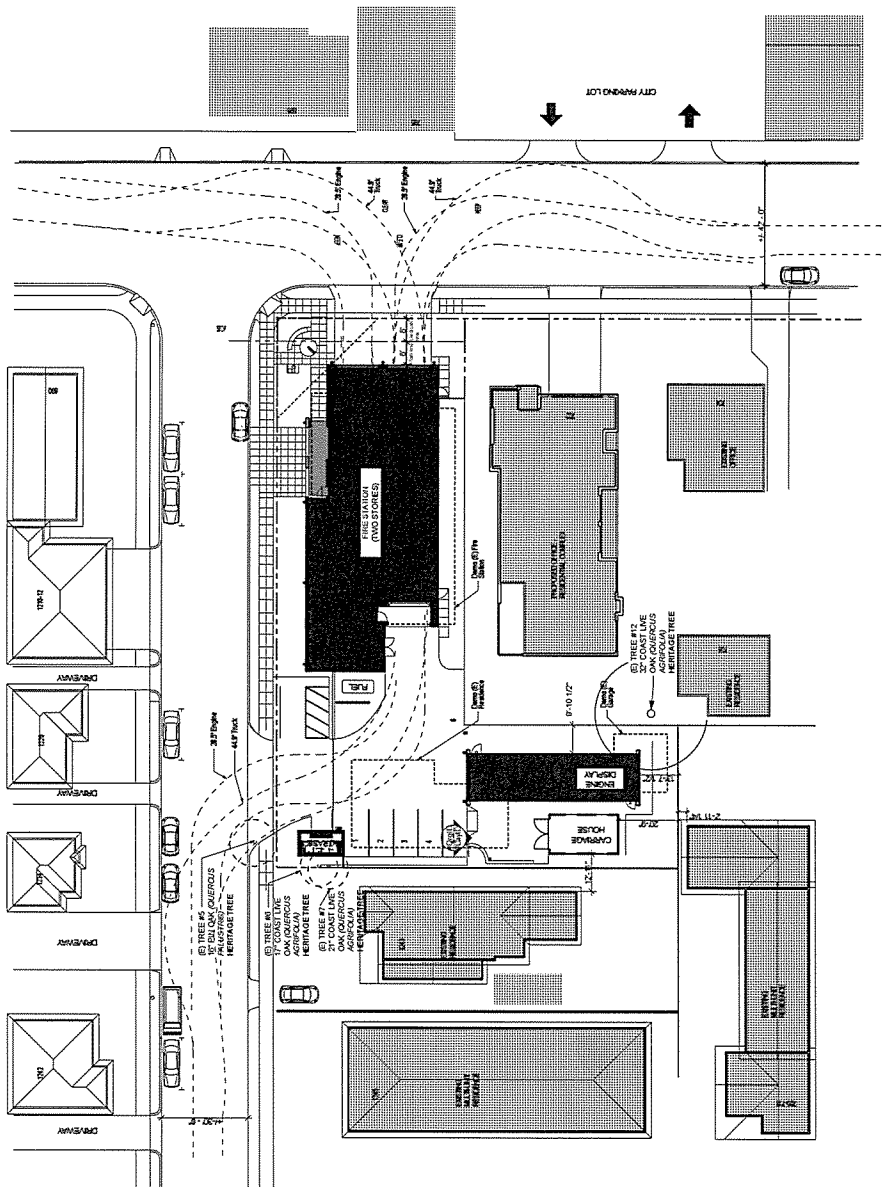




700 Oak Grove Avenue
Menlo Park, CA 94025

2 Area Plan

NOTE: See Sheet AP-18 for
new landscaping



CJW ARCHITECTURE
130 Portola Road, suite A
Portola Valley, CA 94028
(650) 851-9335 / (Fax) 851-9337

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• PROJECT •

Menlo Park Fire Protection
District Station 6
700 Oak Grove Ave.
Menlo Park CA 94025

SHEET TITLE :

Area Plan

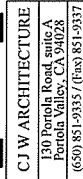
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• PROJECT •

Menlo Park Fire Protection
District Station 6
700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Site Plan

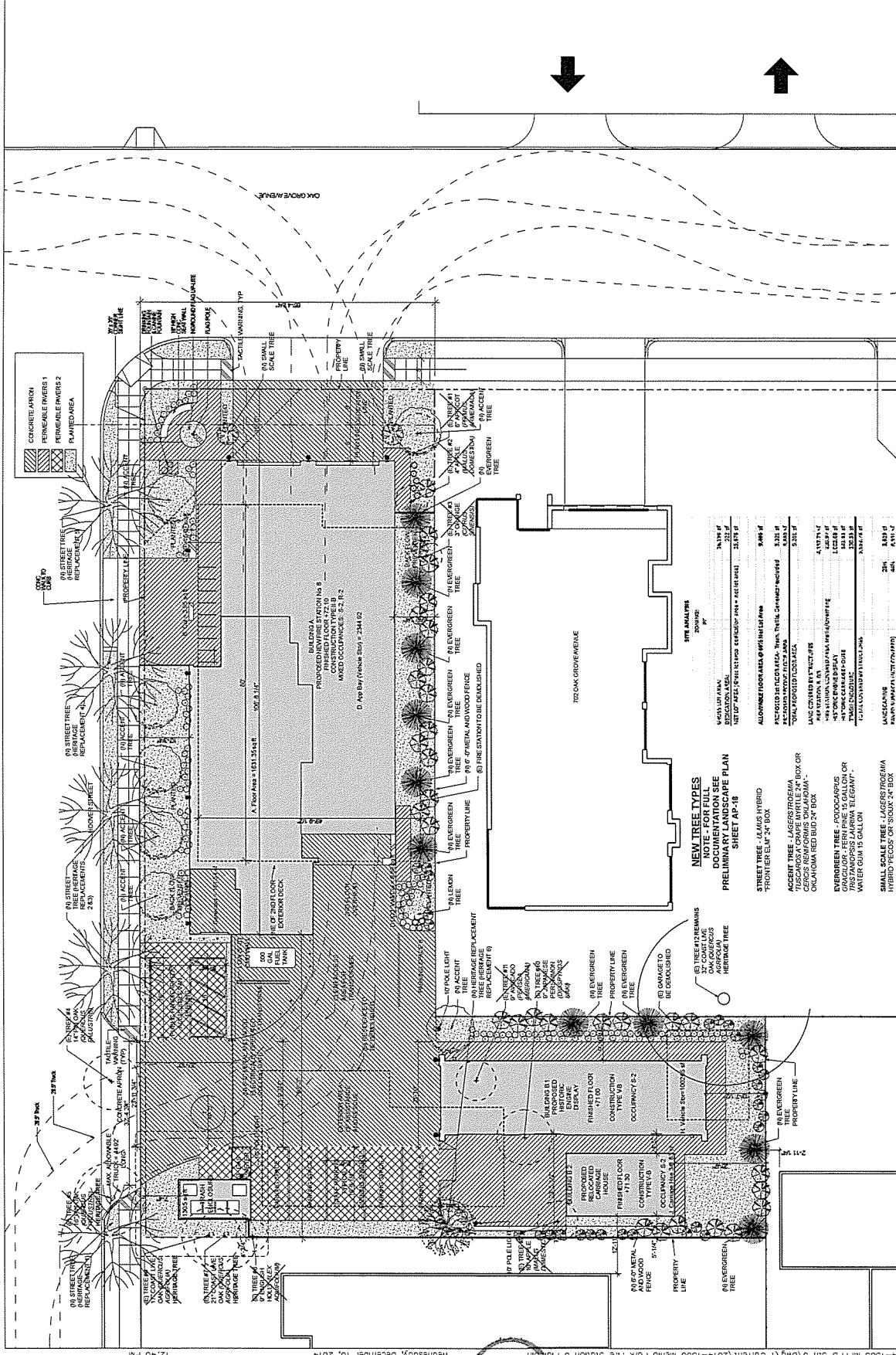
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• DATE: 12/31/2014

• SHEET: AP-2



1 Site Plan

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CJW ARCHITECTURE
130 Portola Road, suite A
Portola Valley, CA 94028
(650) 851-9337 / (fax) 851-9337

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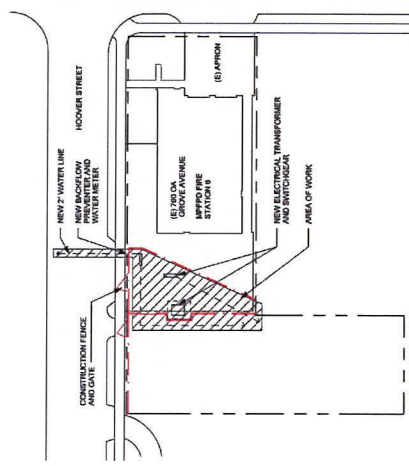


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Menlo Park Fire Protection
District Station 6
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Menlo Park CA 94025

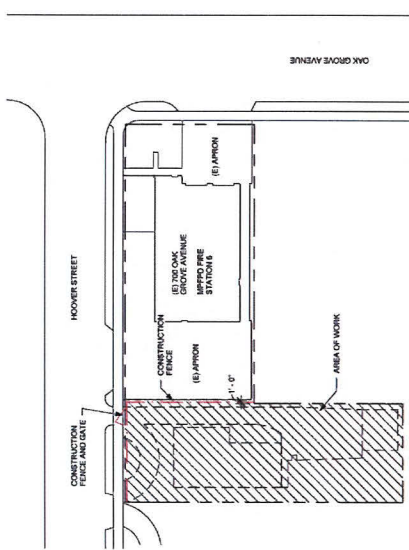
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Project Phasing
Diagrams

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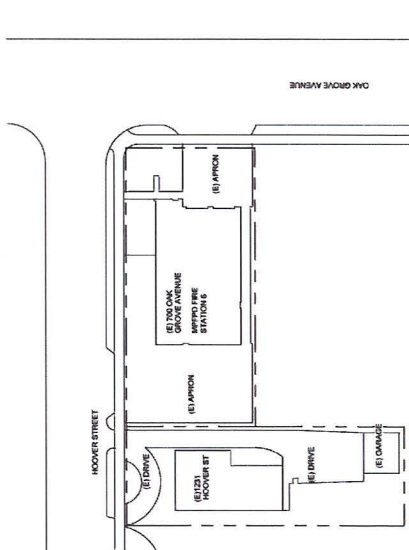
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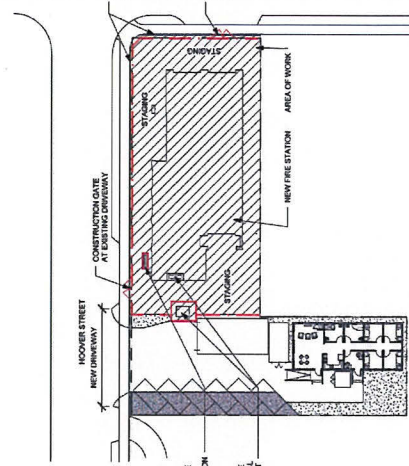
EXISTING
PHASE 1
ERECT CONSTRUCTION FENCE,
DEMOLISH EXISTING STRUCTURES AND DRIVE AT 1231 HOOVER STREET.
ESTIMATED DURATION - 30 DAYS



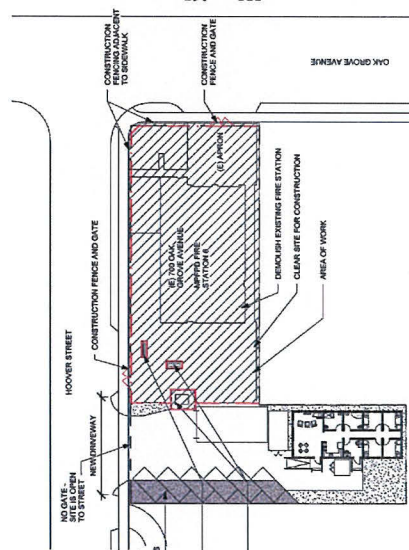
PHASE 2
CONSTRUCT SITE POWER,
CONSTRUCT NEW WATER LINE,
TRENCH FOR SERVICE TO TEMPORARY STATION FACILITIES.
ESTIMATED DURATION: 30 DAYS



PHASE 3
LOCATE TEMPORARY FIRE STATION, ENGINE
ENCLOSURE, AND SITE STORAGE UNITS.
ESTIMATED DURATION: 30 DAYS



PHASE 4
DEMOLISH EXISTING FIRE STATION,
DEMOLISH EXISTING STRUCTURES AND DRIVE AT 1231 HOOVER STREET.
ESTIMATED DURATION: 30 DAYS



PHASE 5
CONSTRUCT NEW FIRE STATION,
TEMPORARY STATION IN OPERATION.
ESTIMATED DURATION: 365 DAYS



B4

PROJECT COMPLETE

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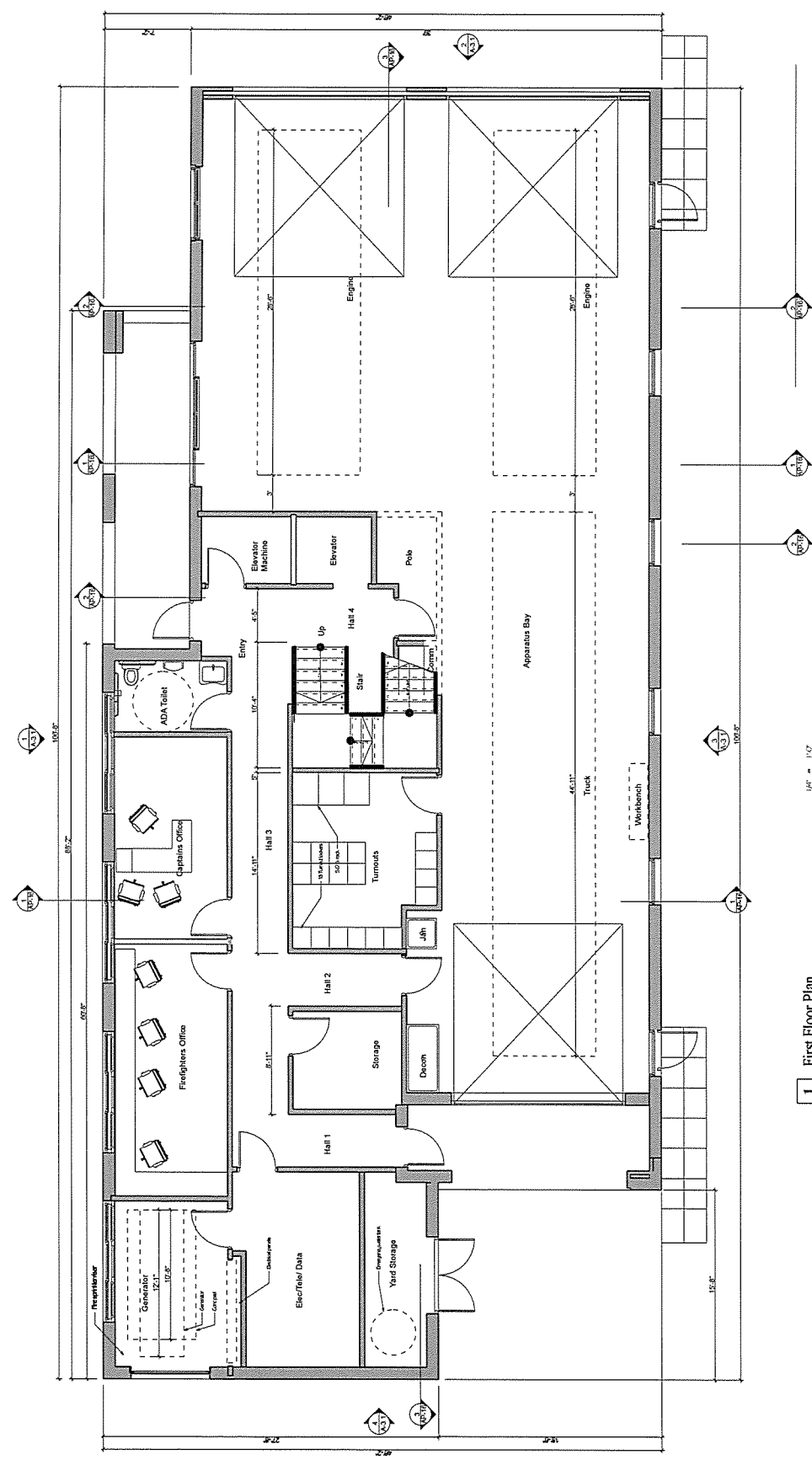
Menlo Park Fire Protection
District Station 6

700 Oak Grove Ave.
Menlo Park CA 94025

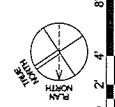
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DATE: 12/31/2014
SHEET: AP-4



1 First Floor Plan



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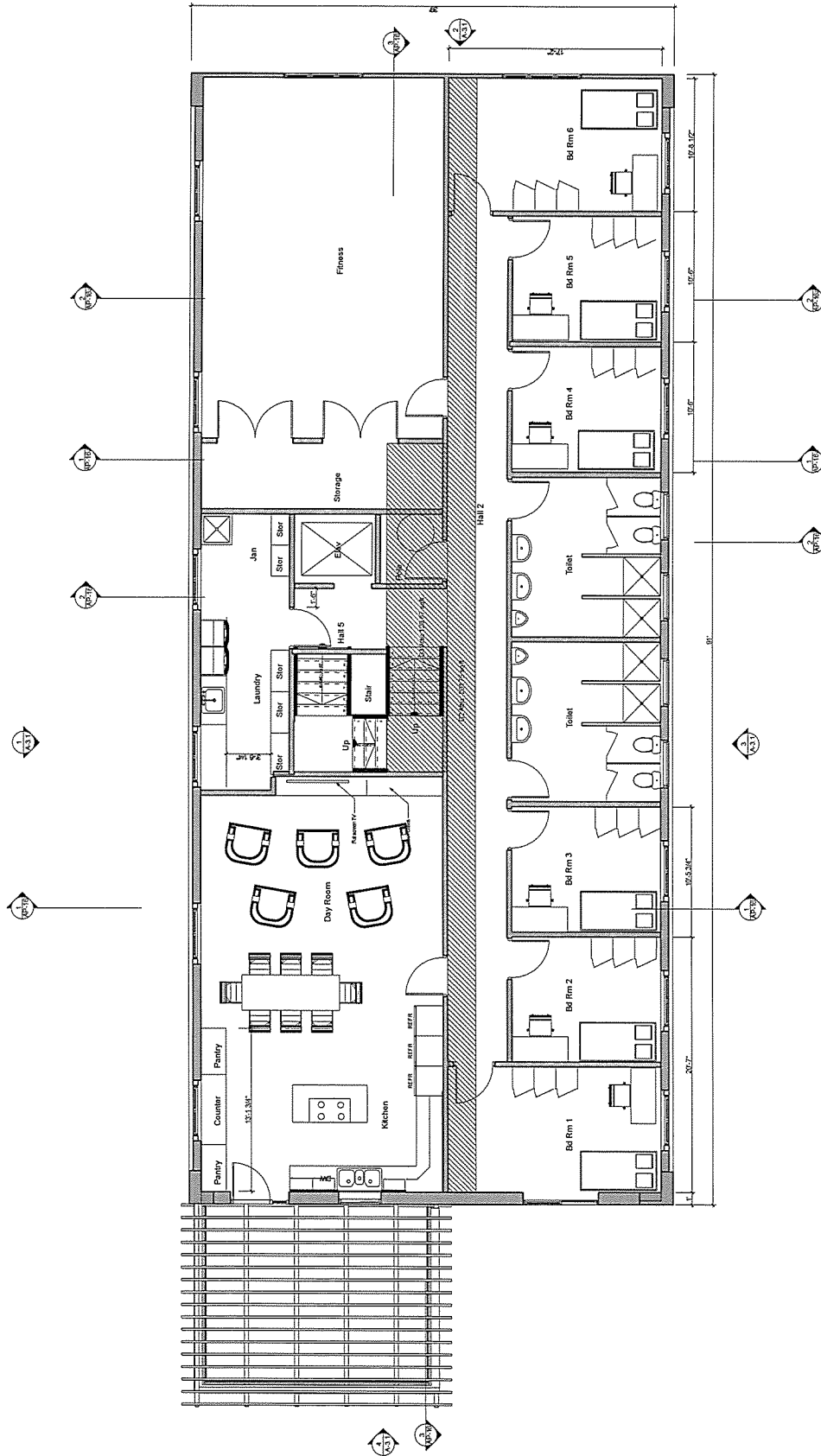
Menlo Park Fire Protection
District Station 6

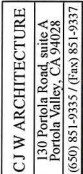
700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Second Floor Plan

2nd Floor Plan

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• PROJECT •

Menlo Park Fire Protection
District Station 6

700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Existing Bldg - DEMO

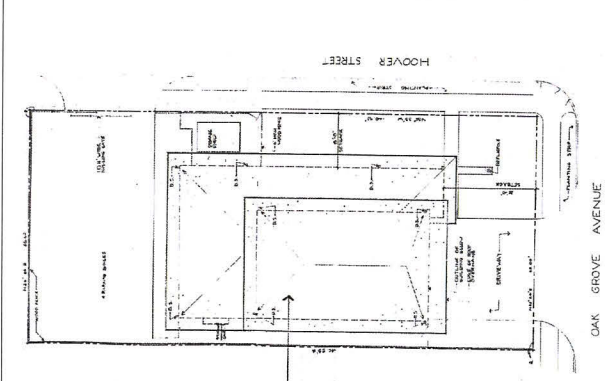
• REVISIONS •

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• JOB: 2014.1500

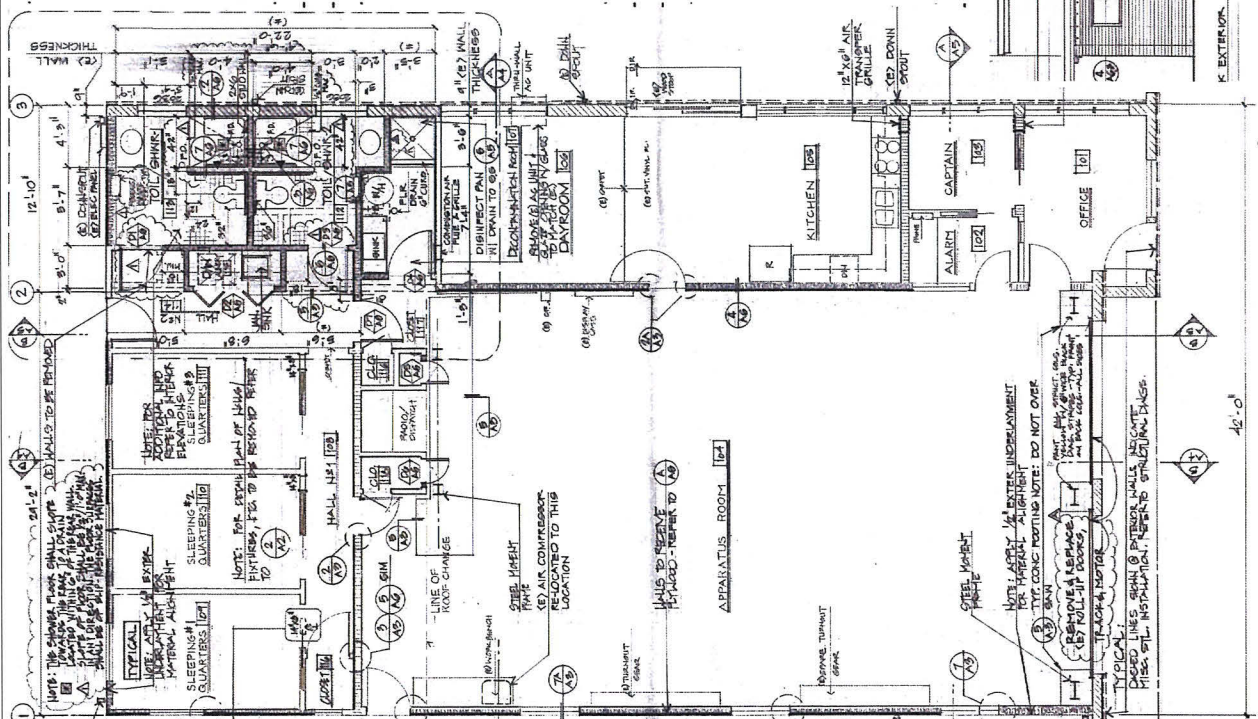
DATE: 12/3//2014

• SHEET: AP-5a

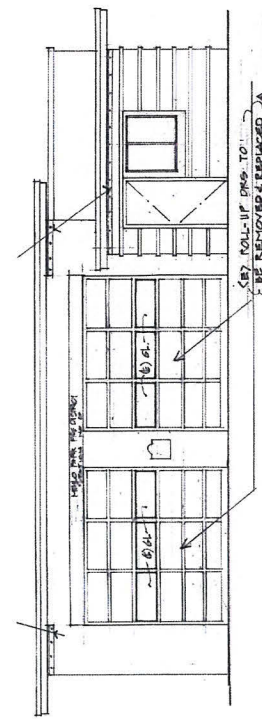


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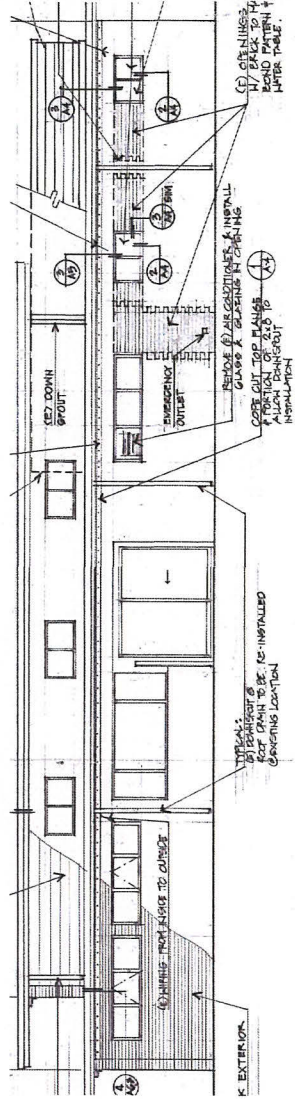
.....		9165 s.f.
ot Coverage		
nding Building Area.....	2894 s.f.	
Proposed Building Additions.....	0 s.f.	
Total Building Area.....	2894 s.f.	
Building Lot Coverage.....	37 %	
Proposed Lot Coverage.....	No change	
.....	R-C Mixed	
uilding Occupancy.....	B-2	
onstruction Type.....	VN	



1 Existing Site Plan



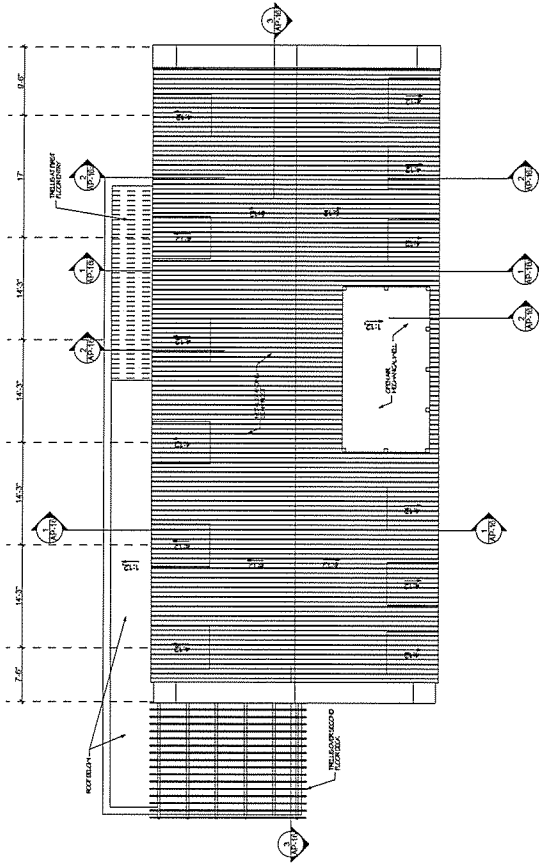
4 Existing South Elevation



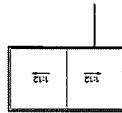
3 Existing East Elevation

2 Existing First Floor Plan

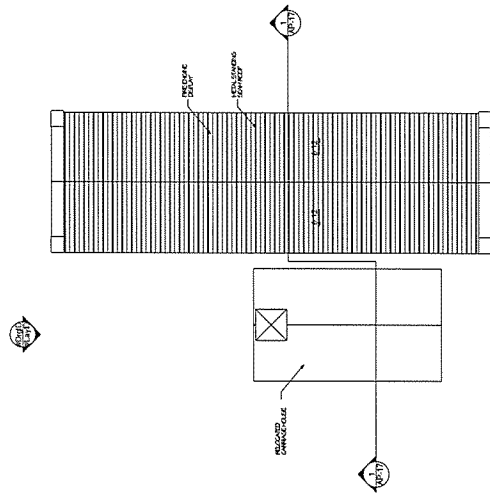
B 10



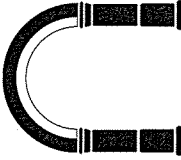
1 Main Roof Plan



5 Trash Enclosure Roof Plan



3 Engine Display Roof Plan



CJW ARCHITECTURE
130 Portola Road, suite A
Portola Valley, CA 94028
(650) 851-9335 / (fax) 851-9337

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• PROJECT •

Menlo Park Fire Protection
District Station 6

700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Roof Plans:

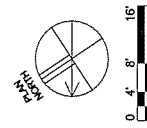
• REVISIONS •

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• JOB: 2014.1500

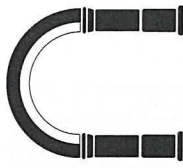
• DATE: 12/3/2014

• SHEET: AP-7



SQUARE FOOTAGE - FIRE STATION - 1ST FLOOR

$$10^2 + 10^2 = 0.38 \text{ sq ft sq ft } 10 - 38 \text{ sq ft}$$
[illegible]



CJW ARCHITECTURE
130 Portola Road, Suite A
Portola Valley, CA 94028
(650) 851-9335 / (Fax) 851-9337

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• PROJECT •

Menlo Park Fire Protection
District Station 6
700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Existing Building
Elevations

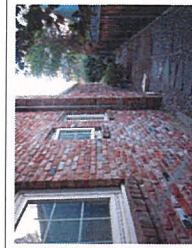
• REVISIONS •

No.	Date	Notes

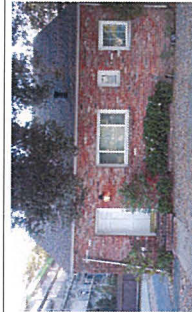
• JOB: 2014.1500

• DATE: 12/3/2014

• SHEET: AP-9



EAST SIDE ELEVATION AT HOOVER STREET



NORTH SIDE YARD ELEVATION



SOUTH SIDE YARD ELEVATION



WEST SIDE BACK YARD ELEVATION

EXISTING RESIDENCE AT 1231 HOOVER STREET - TO BE DEMOLISHED



GARAGE NORTH SIDE ELEVATION



GARAGE ELEVATION FROM HOOVER STREET EAST ELEVATION

EXISTING GARAGE AT 1231 HOOVER STREET - TO BE DEMOLISHED



CARRIAGE HOUSE ELEVATION FROM LEFT SIDE & FRONT



CARRIAGE HOUSE ELEVATION FROM RIGHT SIDE



CARRIAGE HOUSE ELEVATION FROM REAR

EXISTING CARRIAGE HOUSE (TO BE RELOCATED FROM MPFPD STATION #1)



EXISTING MENLO PARK FIRE STATION #5 - TO BE DEMOLISHED - OAK GROVE AVENUE ELEVATION



EXISTING MENLO PARK FIRE STATION #5 - TO BE DEMOLISHED - HOOVER STREET ELEVATION



EXISTING MENLO PARK FIRE STATION #6 - TO BE DEMOLISHED - NORTH ELEVATION



EXISTING FIRE STATION - TO BE DEMOLISHED - SOUTH SIDE YARD ELEVATION

EXISTING MENLO PARK FIRE STATION #6 - TO BE DEMOLISHED



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District Station 6
700 Oak Grove Ave.
Menlo Park CA 94025

100

• SHEET TITLE •

Fire Station - East
Elevation

• REVISIONS •

No.	Date	Notes
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• JOB: 2014.1500

DATE: 12/31/2014

SHEET: AP-10

1 East Elevation

$$|A| = 1.0^{\circ}$$



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PROJECT.

Menlo Park Fire Protection
District Station 6
700 Oak Grove Ave.
Menlo Park CA 94025

SHEET TITLE •

Fire Station - South
Elevation

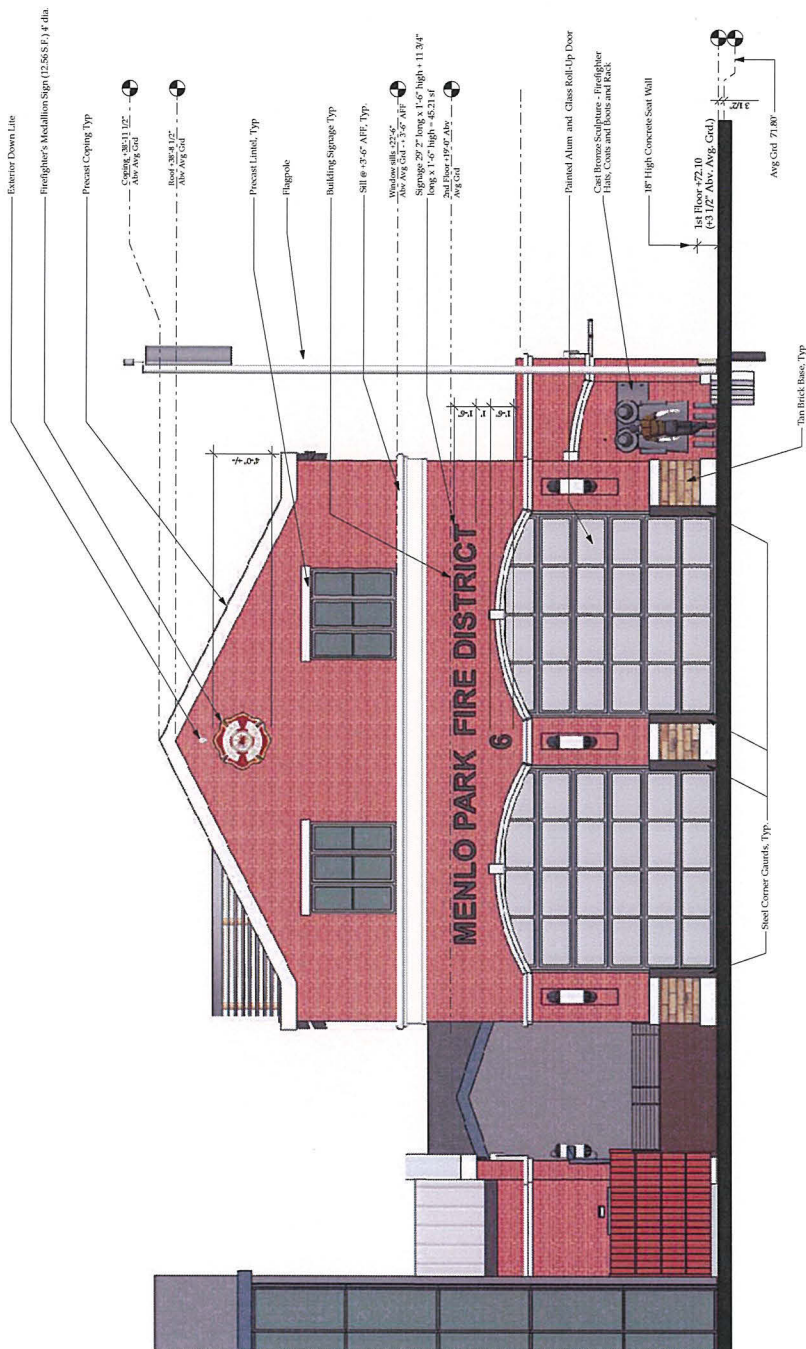
• REVISIONS •

[illegible]

• JOB: 2014.1500

DATE: 12/31/2014

SHEET: AP-11



1 South Elevation

2011 年 11 月

1614





CJW ARCHITECTURE
130 Portola Road, suite A
Portola Valley, CA 94028
(650) 851-9335 / (Fax) 851-9337

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• PROJECT •

**Menlo Park Fire Protection
District Station 6**

700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Fire Station - North
Elevation

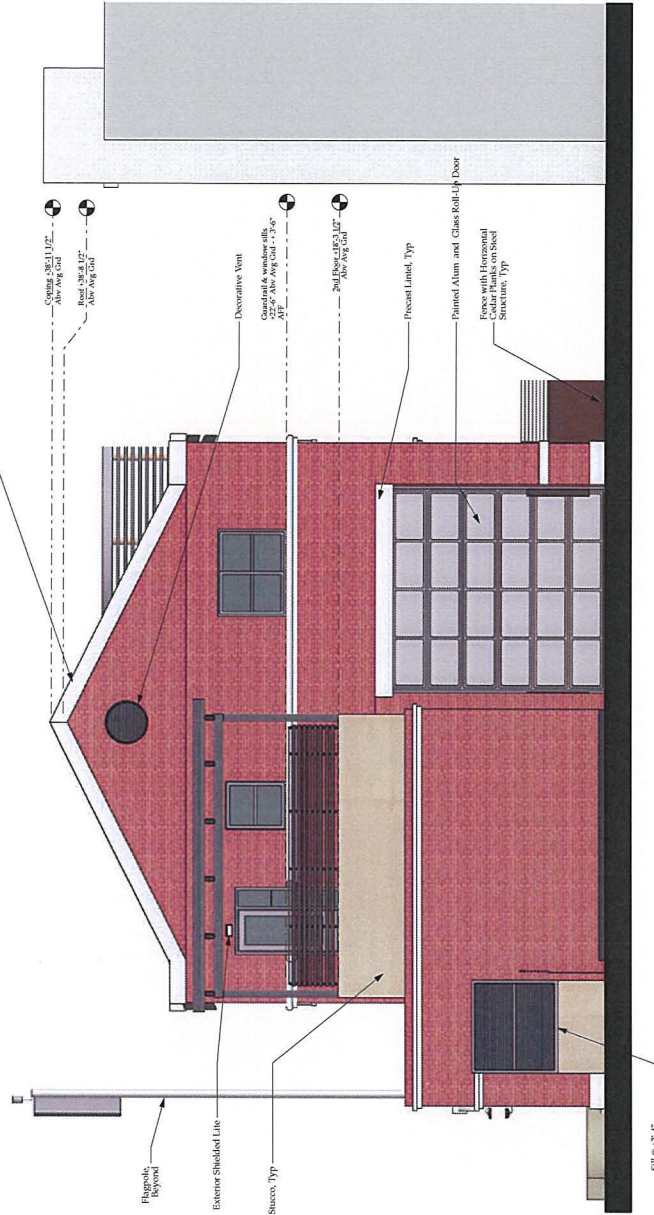
• REVISIONS •

[illegible]

• JOB: 2014.1500

• DATE: 12/3//2014

• SHEET: AP-13



1 North Elevation

2011年 第37卷



B16



CJW ARCHITECTURE
130 Portola Road, suite A
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• PROJECT •

Menlo Park Fire Protection
District Station 6
700 Onk Grove Ave.
Menlo Park CA 94025

SHEET TITLE

Engine Display & Carriage House Elevations

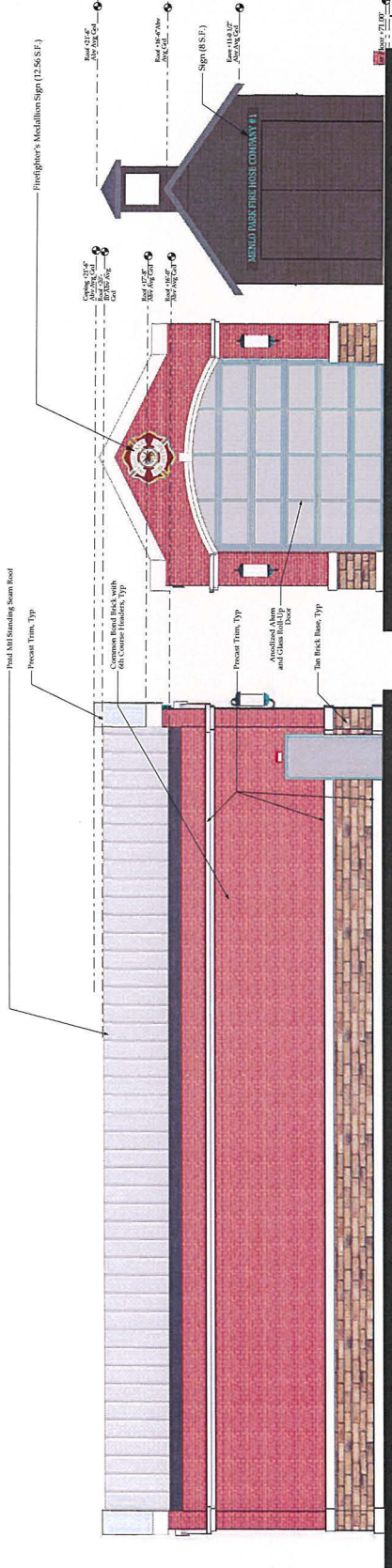
REVISIONS:

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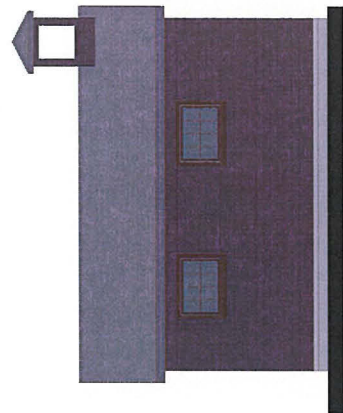
JOB: 2014.1500

DATE: 12/31/2014

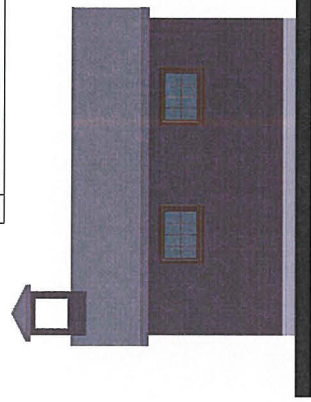
SHEET. AP-14



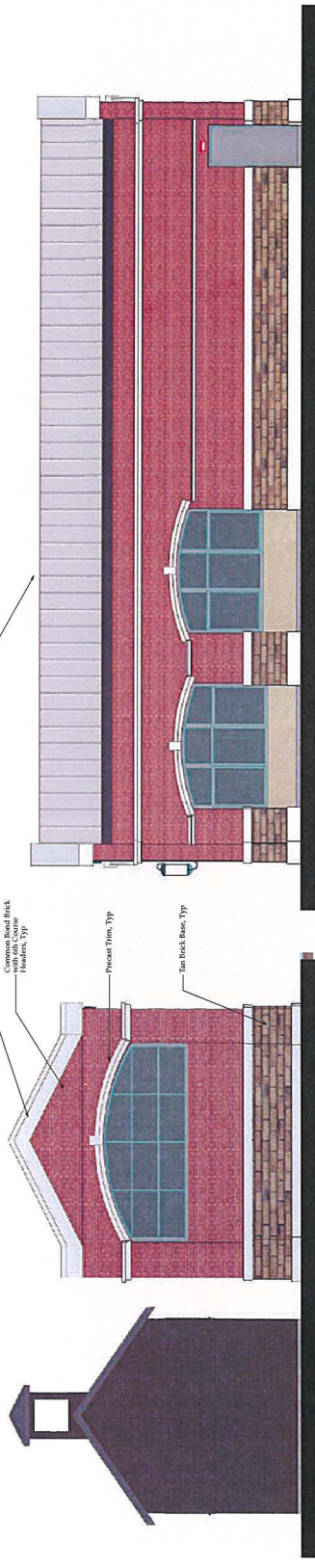
4	Sound Elevation
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5 Carriage House - South Elevation



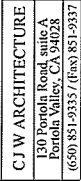
2 Carriage House - North Elevation



6 West Elevation

3 North Elevation

$$M^* = 1.0^*$$



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• PROJECT •

Menlo Park Fire Protection
District Station 6

700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Fire Station -
Cross/Longitudinal
Sections

• REVISIONS •

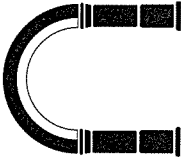
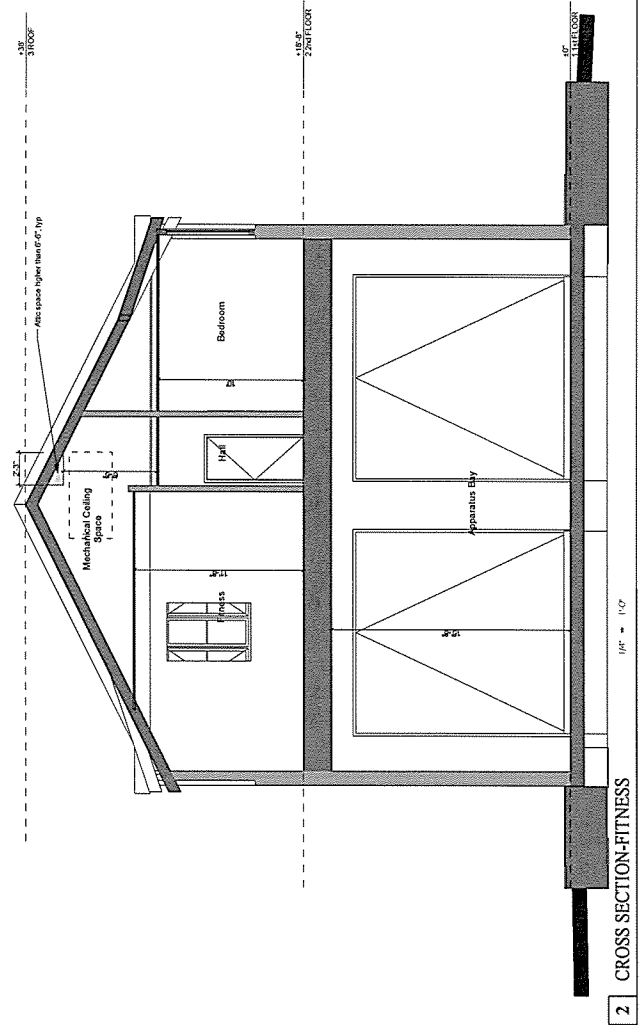
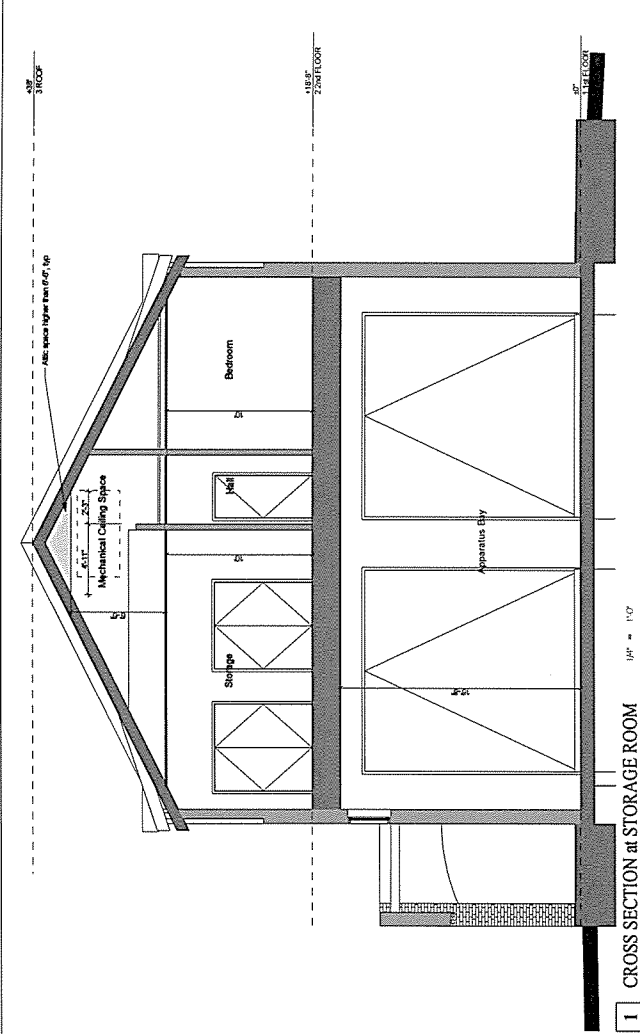
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• JOB: 2014.1500

• DATE: 12/31/2014

• SHEET: AP-16





CJ W ARCHITECTURE
130 Portola Road, suite A
Portola Valley, CA 94028
(650) 851-9335 / (fax) 851-9337

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• PROJECT •

Menlo Park Fire Protection
District Station 6

700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Cross Sections

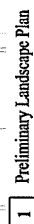
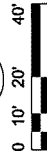
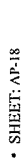
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• JOB: 2014.1500

• DATE: 12/31/2014

• SHEET: AP-16a



B21

PRELIMINARY GRADING & DRAINAGE PLAN // AP-20

C3.0
OF TOTAL SHEETS

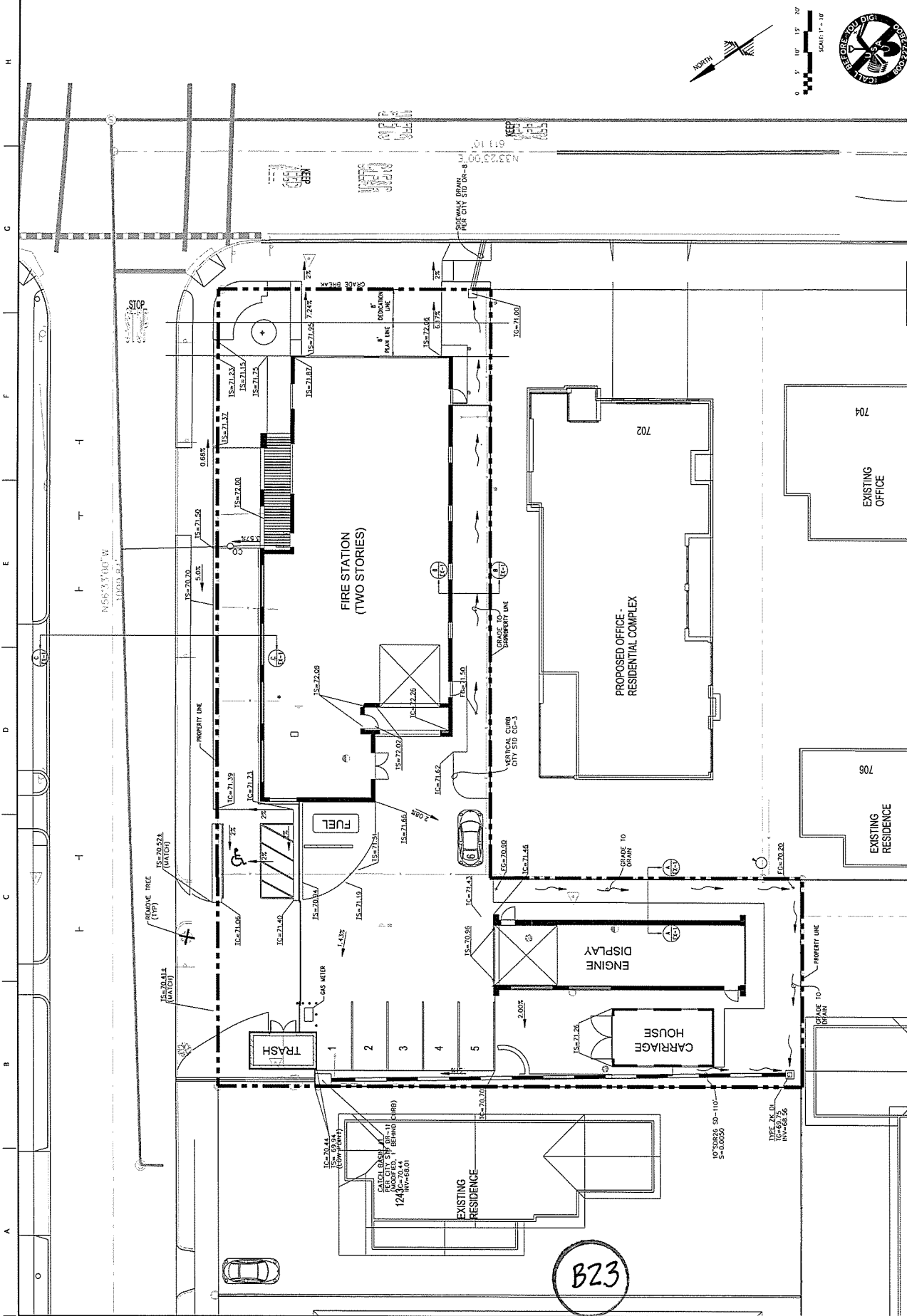
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SCALE	AS SHOWN
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CHECKED	WAB
NO.	1011131
SHEET	

PRELIMINARY GRADING & DRAINAGE PLAN
FIRE STATION NUMBER 6
700 OAK GROVE AVE
MENLO PARK, CA 94025

HOBBACH-LEWIN, INC.
STRUCTURAL & CIVIL ENGINEERS
30 SHAWAN AVENUE
PALO ALTO, CA 94306
(650) 617-5920 FAX (650) 617-5932



NO.	DATE	REVISIONS

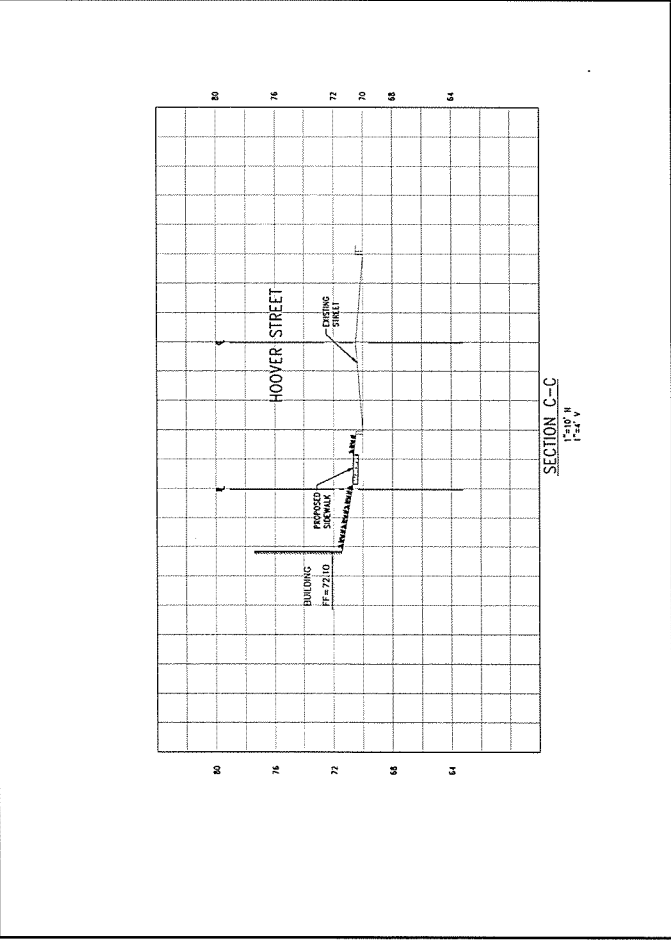
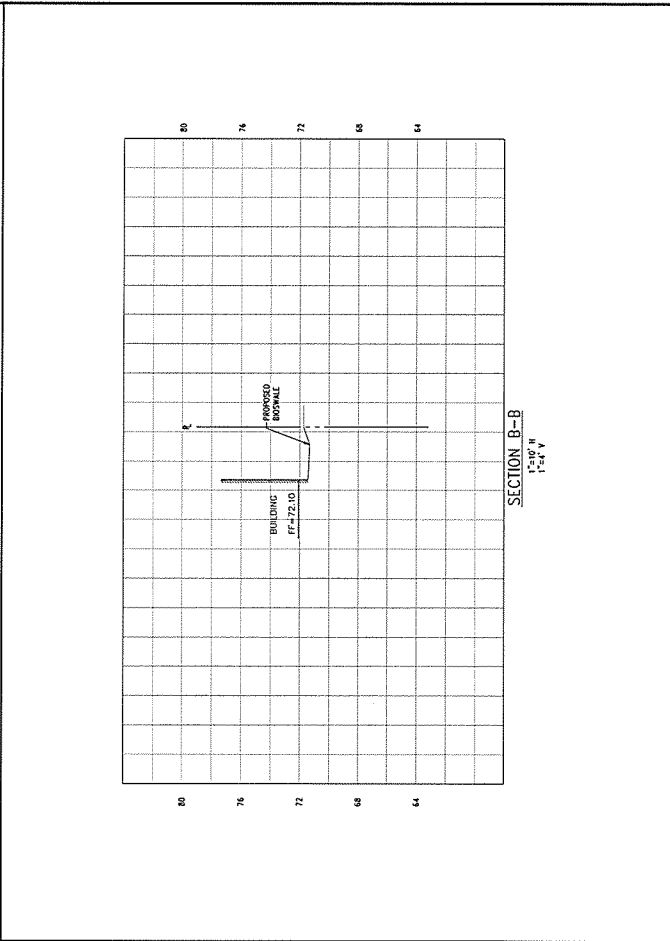
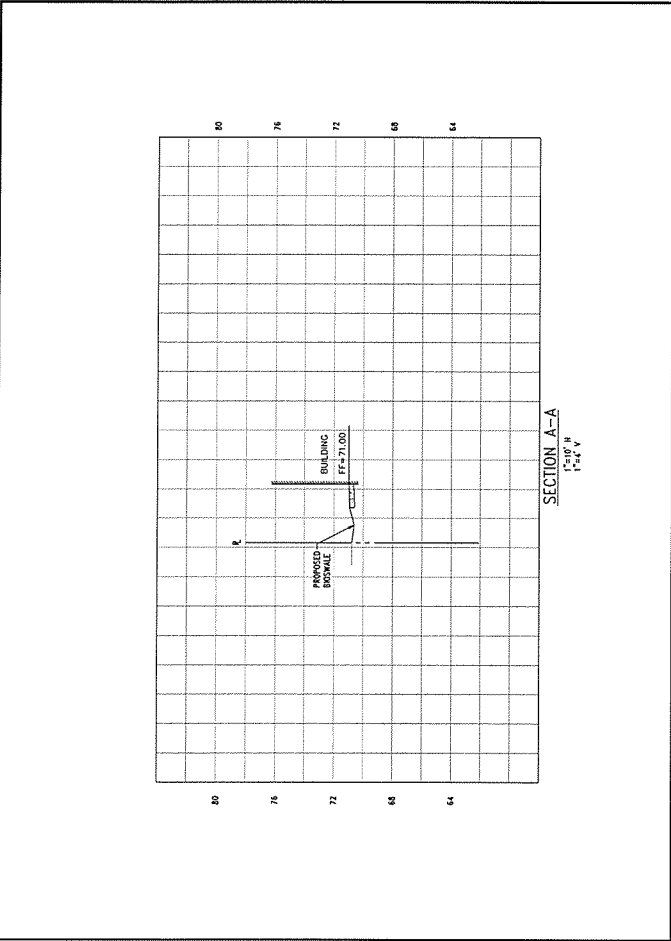


B23

SECTIONS

HOBACH-LEWIN, INC.
 17400 JAVELIN DRIVE, SUITE 100
 SAN JOSE, CA 95131
 (408) 617-6500 FAX (408) 617-6532

REVISED	BY



B24



B25



CJW ARCHITECTURE
130 Portola Road, suite A
Portola Valley, CA 94028
(650) 851-9335 / (Fax) 851-9337

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• PROJECT •

**Menlo Park Fire Protection
District Station 6**

700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Trash Enclosure Plan & Elevations

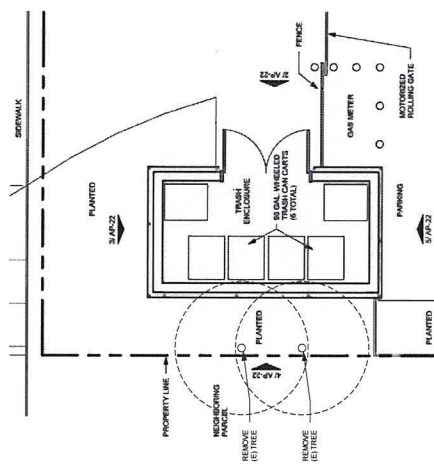
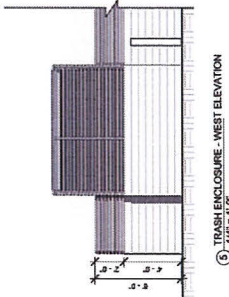
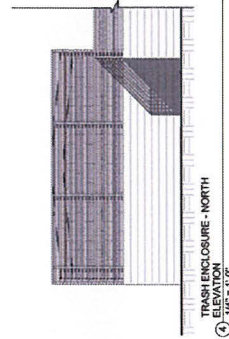
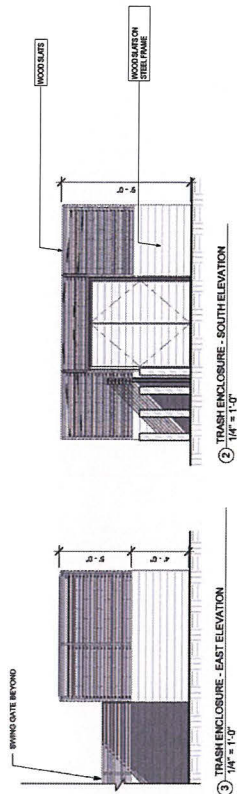
• REVISIONS.

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• JOB: 2014.1500

• DATE: 12/31/2014

• SHEET: AP-22

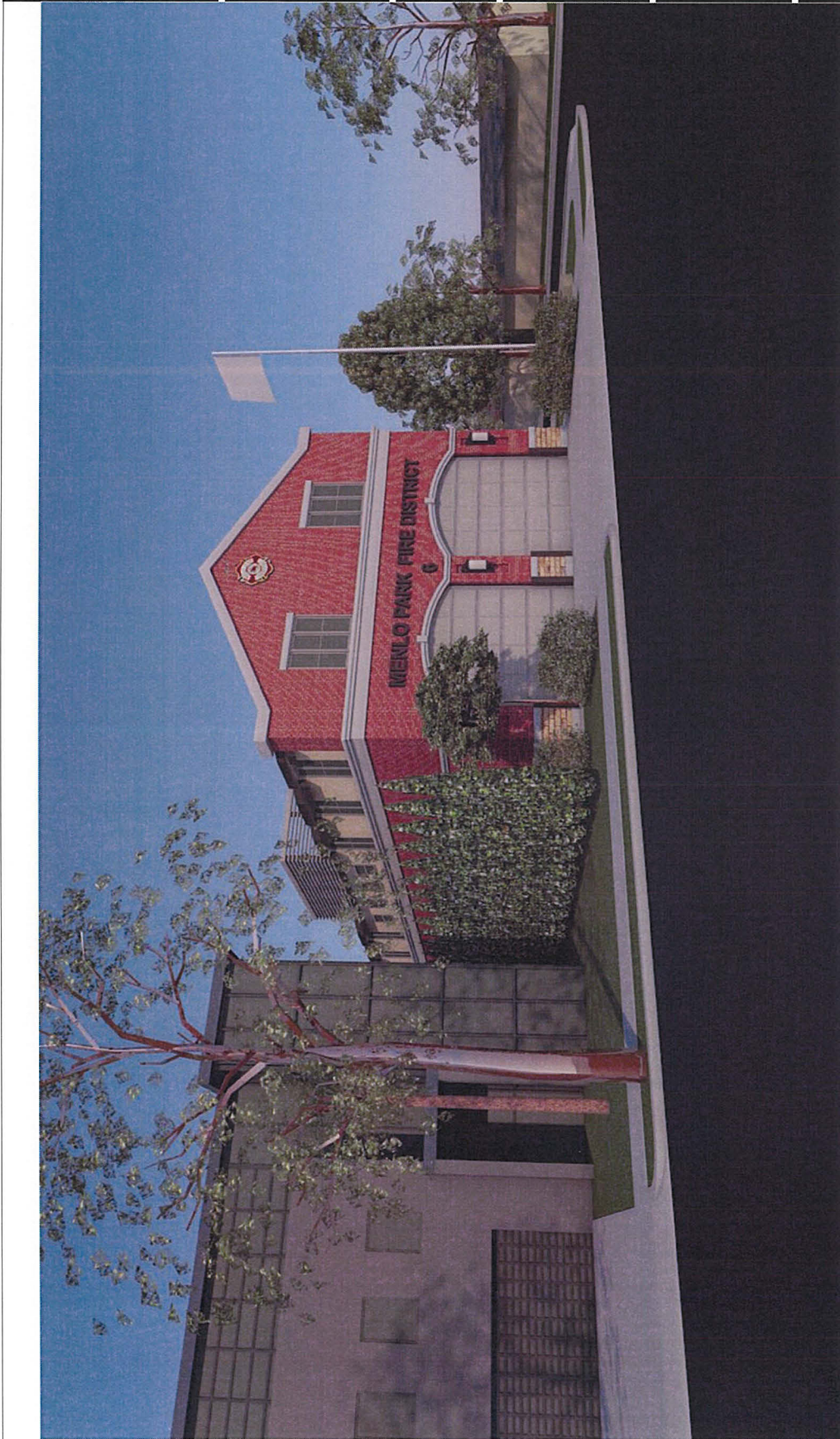


SEE FENCE DRAWINGS
AP-31 AND AP-32 FOR
FURTHER
INFORMATION AND
VIEWS

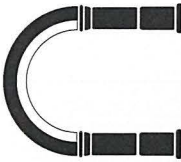
① TRASH ENCLOSURE PLAN
1/4" = 1' 0"



0 1 2 3 4 5 6 7 8 9



PERSPECTIVE VIEW FROM SOUTHWEST // AP-25



CJW ARCHITECTURE
130 Portola Road, suite A
Portola Valley, CA 94028
(650) 851-9335 / (Fax) 851-9337

These plans are copyrighted and are subject to copyright protection as an "architectural work" under Sec. 102 of the Copyright Act, 17 U.S.C. as amended December 1990 and known as Architectural Works Copyright Protection Act of 1990. The protection includes but is not limited to the overall form as well as the arrangement and composition of spaces and elements of the design. Under such protection, unauthorized use of these plans, work or home represented, can legally result in the cessation of construction or building being seized and/or monetary compensation to CJB Architects.



• PROJECT •

Menlo Park Fire Protection
District Station 6

700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Perspective View from Southwest

• REVISIONS •

[illegible]

• JOB: 2014.1500

• DATE: 12/31/2014

• SHEET: AP-25



CJW ARCHITECTURE
130 Portola Road, suite A
Portola Valley, CA 94028
(650) 851-9335 / (Fax) 851-9337

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Menlo Park Fire Protection
District Station 6
700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Detail View

REVISIONS •

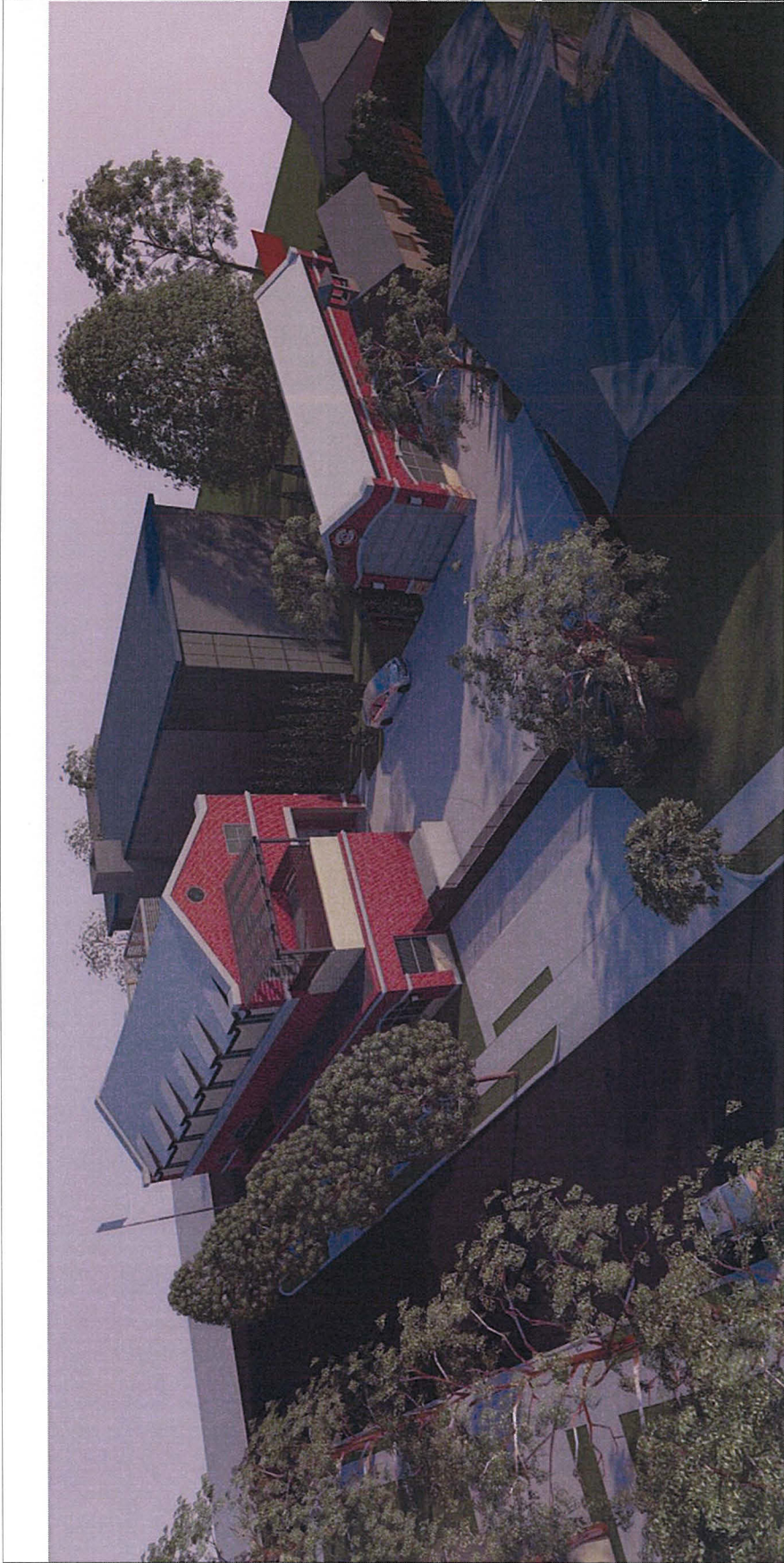
[illegible]

• JOB: 2014.1500

• DATE: 12/3//2014

• SHEET: AP-26





• SHEET: AP-28



CJW ARCHITECTURE
130 Portola Road, suite A
Portola Valley, CA 94028
(650) 851-9335 / (Fax) 851-9337

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• PROJECT •

Menlo Park Fire Protection
District Station 6

700 Oak Grove Ave.
Menlo Park CA 94025

• SHEET TITLE •

Fencing Proposal Views & Sample Details

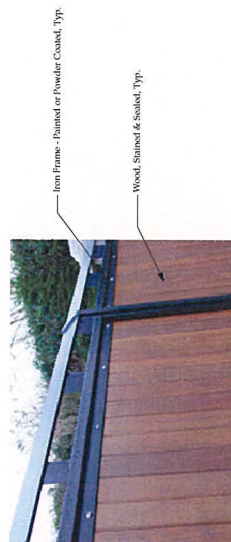
• REVISIONS •

[illegible]

• JOB: 2014.1500

DATE: 12/31/2014

SHEET: AP-32



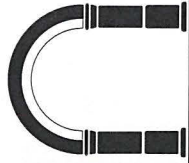
SIMILAR WOOD AND IRON FENCE DETAILS

DEC 11 2014

CITY OF MENLO PARK
BUILDING

MENLO PARK FIRE DISTRICT

CITY OF MENLO PARK



CJ W ARCHITECTURE
130 Portola Road, suite A
Portola Valley, CA 94028
(650) 851-9335 / (fax) 851-9337

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PROJECT.

Menlo Park Fire Protection
District Station 6
700 Oak Grove Ave.
Menlo Park CA 94025

SHEET TITLE :

Signage

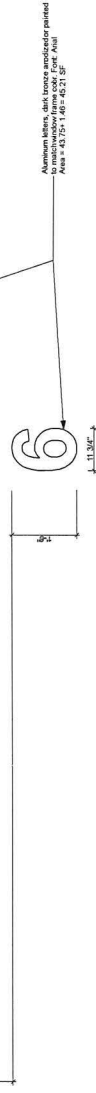
REVISIONS.

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2014 1500

ATE: 12/03/2014

MEET: AP-33



Fire Station Sign on Oak Grove Avenue



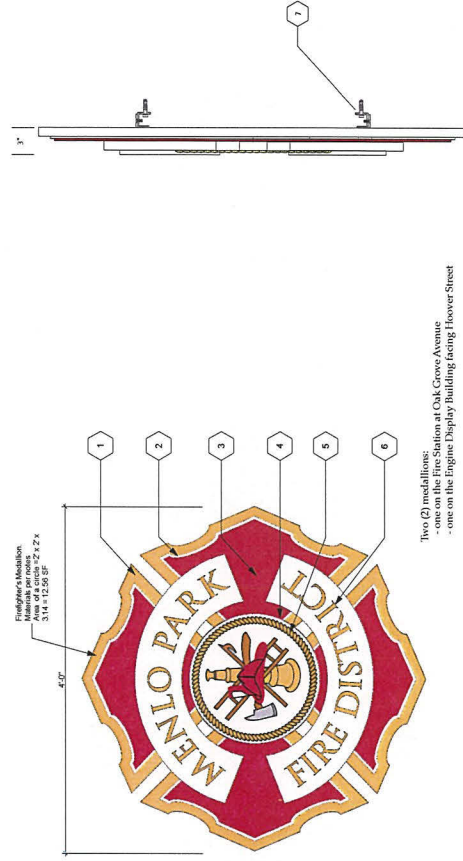
Sign on Carriage House

$$0.1 = \frac{M}{34}$$

1 Building Signage

Sign Area Summary

Fire Station Sign on Oak Grove Avenue.....	45.21 SF
Firefighter's Medallions -on Fire Station at Oak Grove Avenue.....	12.56 SF
-on Engine Display Building facing Hoover Street.....	12.56 SF
Sign on Carriage House.....	8.00 SF
TOTAL.....	78.33 SF



Two (2) medallions:
 - one on the Fire Station at Oak Grove Avenue
 - one on the Engine Display Building facing Hoover Street

2 Firefighter's Medallion

2000



12/3/14

Ms. Jean Lin
Planning Department
City of Menlo Park
701 Laurel Street
Menlo Park CA 94025

RECEIVED

DEC 03 2014

CITY OF MENLO PARK
PLANNING

PROJECT: 2014-1500: Menlo Park Fire Protection District
Fire Station 6
700 Oak Grove Avenue
Menlo Park, CA
PROJECT DESCRIPTION LETTER, RESUBMITTAL #4
PLN-2013-00070

Dear Ms. Lin:

In reponse to your request, the following is a Project Description letter which describes the Menlo Park Fire Protection District's intent in applying for Planning Commission project review and approval.

Project Description, Menlo Park Fire Station No. 6

Project Site:

Menlo Park Fire Protection District, Station No. 6 is a replacement of the current aging station located at 700 Oak Grove Avenue. The development for this property includes a lot merger of the neighboring property to the rear of the site along Hoover Street. The addition of the property will provide the required maneuverability for a drive-thru apparatus bay, space for 6 secure parking spaces to accommodate the overlapping change of shift for 3 fire fighters, 1 public van accessible space, a 1,002 SF. historic vehicle storage building and a relocated 342 SF carriage house. The historic vehicle storage building will house two decommissioned fire engines and the carriage house will be located near them for community display. Also located on the site is a 500 gallon above ground fuel storage tank and an emergency generator. The fuel tank will be used for both refueling of the fire vehicles and powering the generator. The generator is in an enclosed space in the first floor of the station and will be used as a back-up power source in case of an outage. It will be tested monthly as part of routine maintenance testing. The testing will last about 30 minutes. The station will continue to follow the *California Vehicle Code, for Code 3 Responders* and the Fire District's policy #407 in regards to sirens, lights and alarms. Additional information regarding noise generated by sirens, lights and alarms is addressed in our response to City comments letter.

Fire Station:

The proposed fire station, **approximately 7857 SF**, includes a single drive-thru apparatus bay, and an additional "back-in" bay for a fire engine. In addition to the apparatus space, the first floor of the

MPFPD Station 6: 2014-1500

1 of 2

CI

building includes a public lobby, offices and utility space. The second floor is composed entirely of living quarters for the on-duty personnel. The staffing of this station will be 3 fire fighters on-duty for each rotation. There are 6 firefighter bedrooms to accommodate shift changes. In addition to the typical operational use as a fire station, the Fire District will provide station tours and historic vehicle display area to small groups. See description below.

The Vehicle Storage Building (1002 SF) and relocated Carriage House (342 SF) brings the total proposed development to **9201 SF**

General Plan Amendment

To amend the site's General Plan land use designations from El Camino Real/Downtown Specific Plan and Medium Density Residential to Public Facilities;

Rezoning:

To change the site's zoning designation from the SP-ECR/D (El Camino Real/Downtown Specific Plan) and R-3 (Apartment) districts to P-F (Public Facilities) district, to allow the proposed use of the subject site to be more consistent with the appropriate zoning designation;

Zoning Ordinance Text Amendment:

To allow the maximum allowable Floor Area Ratio (FAR) to exceed 30 percent, up to a maximum of 60 percent on sites with a lot area of two acres or less, inclusive of contiguous parcels in the P-F zoning district, subject to obtaining a use permit;

Sign review

To allow two signs, on the Oak Grove Avenue frontage:

1. "MENLO PARK FIRE DISTRICT" with a similar sized "6" below
2. A firefighter's cross medallion between the second story windows and the building's roof ridge.

Additional signage on the Vehicle Storage Building and the Carriage House include:

1. Vehicle Storage Building: A firefighter's cross medallion between the roll up door and the building's roof ridge.
2. Carriage House: "MENLO PARK FIRE HOSE COMPANY #1"

Heritage tree removals

Approval is sought to allow for the removal of three (3) heritage trees. The tree removal is required to facilitate construction of the new facilities. In addition to the overall landscaping plan, the district will plant six (6) replacement trees capable of attaining heritage tree size for a 2:1 replacement ratio as indicated in the Mitigated Negative Declaration.

Operational Continuity:

There will be a temporary modular living quarters and apparatus structure brought to the site and located on the north western end facing Hoover Street. This will allow the station to remain fully operational for the duration of the demolition of the existing and construction of new station.

Construction Phasing:

Construction will be broken into eight major phases. Initially, station operations will continue out of the existing building at 700 Oak Grove Ave.

- Phase 1 -The project will begin with demolition of the property at 1231 Hoover.

- Phase 2 -Construction of new permanent site utility services to the properties. These connections will be used to supply a temporary fire station to be erected in phase three on the 1231 Hoover property.
- Phase 3 – Install temporary firefighter quarters, and apparatus tent.
- Phase 4 -Station operations will move to the temporary facility, so that the existing Fire Station 6 building can be demolished.
- Phase 5- Construct the new fire station
- Phase 6 – Construct site flat work on the 700 Oak Grove site.
- Phase 7- Remove the temporary station, construct the historic engine display building, and prepare the site for the relocated carriage house.
- Phase 8- Complete the flatwork on the site, and relocate the carriage house to the site.

During all phases of construction the public will be protected from construction activities by secure fencing.

Proposed Parking Plan

There is sufficient room on site for contractor staging, but not for contractor parking. Contractor employee's vehicles will have to park off site.

Per discussion with Ms. Nikki Nagaya on December 2, 2014, and in the absence of the Municipal Code delineating parking requirements for construction sites, the following was discussed and agreed upon:

1. Obtain an encroachment permit for limited construction vehicle parking in front of the station on Oak Grove Avenue and Hoover Street to be used temporarily and on an as needed basis.
2. Obtain an encroachment permit for 2 vehicles to park in the Maloney Lane and Oak Grove Lot for the full time superintendent and the full time inspector.
3. It is anticipated the project will need an additional 7-10 spots on average. The District will work with the City's encroachment permit personnel to determine the need and potentially obtain additional encroachment permits for additional construction vehicles to park in the Maloney Lane and Oak Grove Lot.
4. All of the above is to be negotiated during the Construction Document and Building Permit submittal phase.
5. The District is committed to working with the City to minimize the impact of the construction project on the neighbors and City streets.

Public Training Events

CPR training and other community trainings such as CERT typically are held at Stations 1 and 77. Both of these Stations have the necessary classroom space to conduct these types of trainings. The existing Fire Station 6 and the proposed Fire Station 6 are not ideal for such trainings.

Station Tours

All of the District's Fire Stations offer Station tours to the public. Tours must be scheduled in advance and typically last 30 minutes. Each tour typically involves a guided tour through the first floor of the station, a viewing of the interior and exterior of the apparatus, a demonstration on the use of protective

equipment and firefighting tools, and unique to Fire Station 6, it will also include a viewing of the antique fire apparatus which will be located in the Engine Display structure and viewing of the adjacent carriage house.

Currently there are approximately 12 station tours at Station 6 per year. Larger tour sizes typically range from 10-20 persons. Most of the residents that tour this location tend to be located nearby and can walk from their homes to the Station. When scheduling the tour, the tour leader is instructed of nearby street parking within walking distance if onsite parking is not available, and they are encouraged to carpool. The nearby parking lot on Oak Grove offers 2 hour parking which can accommodate the groups parking needs. Once the new Fire Station 6 is constructed, the District does not anticipate a significant increase in the number of tours that will be offered at this location.

Fuel Storage Tank Refilling

Coast Oil, the vendor to MPFPD, will use a small truck of approximately 26' in length to fill the 500 gallon fuel tank. There is sufficient space within the rear enclosed paved area of the fire station for the truck to enter fully into the site for the refueling operation. The refueling truck will not block the sidewalk or the street.

Sincerely,



William R. Gutzsell, Senior Associate Architect

c.c. Jon Hitchcock, MPFPD



Menlo Park Fire Protection District

170 Middlefield Road • Menlo Park, CA 94025 • Tel: 650.688.8400 • Fax: 650.323.9129
Website: www.menlofire.org • Email: mpfd@menlofire.org

Fire Chief
Harold Schapelhouman

Board of Directors
Stephen Nachtsheim
Jack Nelson
Rex Ianson
Virginia Chang Kiraly
Robert J. Silano

May 29, 2013

City of Menlo Park
Attn: Planning Department
701 Laurel Street
Menlo Park, CA 94025

RECEIVED

JUL 11 2013

**CITY OF MENLO PARK
PLANNING**

RE: Station 6 Public Outreach

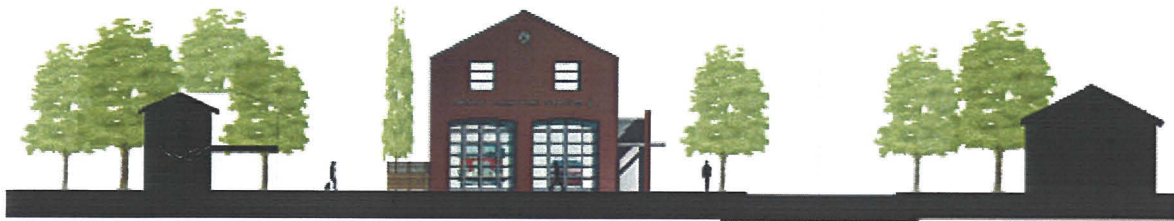
On May 28, 2013, Menlo Park Fire Protection District Staff walked door to door talking with neighbors about the proposed Station 6 project. While not all neighbors were home, Staff did have the opportunity to talk with several of the residents living in the project area. All of the neighbors we talked with were excited and in favor of the project. Staff provided a handout (Attachment A) to the residents that were not home. The handout includes the District Contact in case they might have any questions or concerns. Attachment B includes the area that was included in this public outreach process.

Sincerely,

Douglas Sporleder
Menlo Park Fire Protection District
Interim Fire Chief

"Excellence In Service"

CS



NEWS FOR OUR MENLO PARK NEIGHBORS

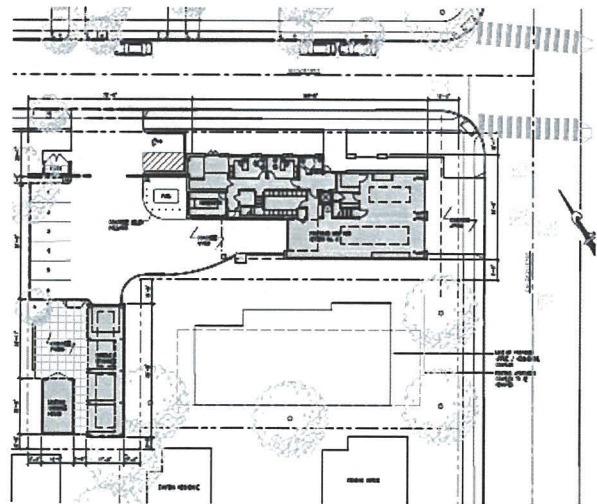
Menlo Park Fire Protection District Proposes to Replace Oak Grove Avenue Fire Station 6 with New, Expanded Fire Station

The Menlo Park Fire Protection District is recommending to the Menlo Park Planning Commission the replacement of the current 60-year old fire station at 700 Oak Grove Avenue with a new facility to accommodate increased staffing and service needs for the greater Menlo Park downtown area.

This project would demolish the existing Fire Station 6 and single family residence, and merge the existing lot with an adjacent property on Hoover Street to make room for a new fire station. Operation of the fire station would continue throughout construction. A temporary modular living quarters and an apparatus structure would be temporarily erected.

The new fire station would have:

- Contemporary industrial architectural style
- Two-story firehouse with a public lobby, Battalion Chief office, living quarters for on-duty firefighters and utility space
- Space large enough to accommodate a ladder truck
- Detached antique vehicle storage garage, drive-through station for the fire engine, six parking spaces, one van accessible space
- Historical Carriage House -- relocated from Middlefield Road, and storage for two antique fire engines
- Emergency back-up generator and 500-gallon above ground fuel storage tank.



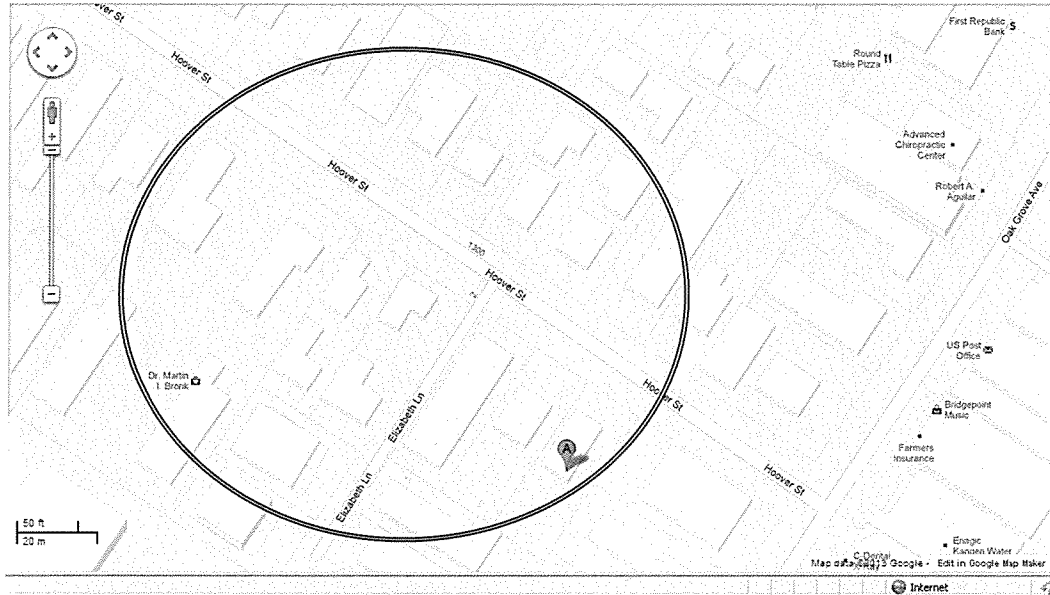
MENLO PARK
FIRE PROTECTION DISTRICT

Do you have questions, comments or concerns?
We'd love to hear from you.

Give us a call at 1-650-688-8577 or email us at
jonh@menlofire.org



Attachment B



"Excellence In Service"

C7

ATTACHMENT D

DRAFT – December 15, 2014

FINDINGS AND RECOMMENDED ACTIONS FOR APPROVAL

700 Oak Grove Avenue and 1231 Hoover Street Menlo Park Fire Station 6 Project

The Planning Commission recommends that the City Council take the following actions:

Environmental Review

1. Make the following findings relative to the environmental review of the proposal and adopt the Mitigated Negative Declaration:
 - a. A Mitigated Negative Declaration has been prepared and circulated for public review in accordance with current State CEQA Guidelines;
 - b. The City Council has considered the Mitigated Negative Declaration prepared for the proposal and any comments received during the public review period; and
 - c. Based on the Initial Study prepared for the Mitigated Negative Declaration and any comments received on the document, there is no substantial evidence that the proposed project will have a significant effect on the environment.
2. Adopt a Resolution Adopting a Mitigated Negative Declaration and Adopting a Mitigation Monitoring and Reporting Program for the Menlo Park Fire Station 6 Project for Properties Located at 700 Oak Grove Avenue and 1231 Hoover Street (Attachment O)

General Plan Map Amendments

3. Adopt a Resolution Amending the General Plan to Change the Land Use Designation for Properties Located at 700 Oak Grove Avenue and 1231 Hoover Street (Attachment F)

Rezoning

4. Introduce an Ordinance of the City of Menlo Park, Rezoning Properties Located at 700 Oak Grove Avenue and 1231 Hoover Street (Attachment G)

Zoning Ordinance Text Amendment

5. Introduce an Ordinance of the City of Menlo Park, Amending Chapter 16.49 [Public Facilities District] of Title 16 [Zoning] of the Menlo Park Municipal Code (Attachment H)

Use Permit

6. 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.
7. Approve the Use Permit for construction of a new fire station with an FAR of up to 59 percent in the P-F zoning district.

Architectural Control

8. 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 structures 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; and,
 - 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 proposed project is not within any Specific Plan area, and as such no finding regarding consistency is required to be made.
9. Approve the proposed design of the new buildings and site improvements.

Lot Merger

10. Make findings that the proposed lot merger is technically correct and in compliance with all applicable State regulations, City General Plan, Zoning and Subdivision Ordinances, and the State Subdivision Map Act.

Sign Review

11. Make a finding that the sign is appropriate and compatible with uses and signage in the vicinity.

Heritage Tree Removal Permit

12. Adopt a Resolution Approving the Heritage Tree Removal Permits for the properties located at 700 Oak Grove Avenue and 1231 Hoover Street (Attachment K).

ATTACHMENT E

DRAFT – December 15, 2014

Conditions of Approval

Use Permit, Architectural Control, and Lot Merger

700 Oak Grove Avenue and 1231 Hoover Street Menlo Park Fire Station 6 Project

Conditions

1. Development of the project shall be substantially in conformance with the plans by CJW Architecture, Green Valley Consulting Engineers, Hohbach-Lewin, Inc., and Ron Hodges dated received by the Planning Division on December 3, 2014, consisting of 33 plan sheets, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
2. The Use Permit and Lot Merger shall expire one year from the date of approval if the applicant does not submit a complete building permit application within that time. The Community Development Director may extend this date per Municipal Code Section 16.82.170.
3. Minor modifications to building exteriors and locations, fence styles and locations, signage, and significant landscape features may be approved by the Community Development Director or designee, based on the determination that the proposed modification is consistent with other building and design elements of the approved use permit and architectural control, and will not have an adverse impact on the character and aesthetics of the site. The Director may refer any request for revisions to the plans to the Planning Commission for architectural control approval. A public hearing could be called regarding such changes if deemed necessary by the Planning Commission.
4. Major modifications to building exteriors and locations, fence styles and locations, signage, and significant landscape features may be allowed subject to obtaining an architectural control permit from the Planning Commission, based on the determination that the proposed modification is compatible with the other building and design elements of the approved use permit and architectural control, and will not have an adverse impact on the character and aesthetics of the site. A public hearing could be called regarding such changes if deemed necessary by the Planning Commission.

5. Major revisions to the development plan which involve material changes, or expansion or intensification of development require public hearings by the Planning Commission and City Council.
6. The project shall comply with all aspects of the California Building Code in effect at the time of Building permit application.
7. Tree removals shall be prioritized to occur during the non-breeding season (August 31 to January 31). If trees are removed during the breeding season (February 1 to August 31), then the applicant shall require that a qualified wildlife biologist experienced in identifying birds and their habitat conduct a pre-construction survey for nesting special status birds and migratory passerines and raptors. The survey shall be completed within seven days prior to tree removal. If no nesting birds are observed, then no further action is required so long as trees are removed.

If active bird nests are observed during the pre-construction survey, and if the wildlife biologist determines that construction activities would likely disrupt nesting activities, then the applicant's construction contractor shall establish a disturbance-free buffer zone around the nest tree(s) until the young have fledged, as determined by a qualified biologist. The extent of the required buffer zone would be determined by the wildlife biologist in consultation with the California Department of Fish and Wildlife and would depend on the species' sensitivity to disturbance, which can vary. To delineate the buffer zone around a nesting tree, orange construction fencing shall be placed at the specified radius from the base of the tree within which machinery and workers shall not intrude. (Mitigation Measure BIO-1)

8. Concurrent with the application submittal for a demolition permit, the applicant shall submit a tree preservation plan to address the protection of existing heritage tree(s) to remain, detailing the location of and methods for all tree protection measures, as described in the arborist report. The project arborist shall submit a letter confirming adequate installation of the tree protection measures. The applicant shall retain an arborist throughout the term of the project, and the project arborist shall submit periodic inspection reports to the Building Division. The heritage tree preservation plan shall be subject to review and approval by the Planning Division prior to issuance of a demolition permit.
9. Concurrent with the application submittal for a demolition permit, the applicant shall submit a plan for: 1) construction safety fences around the periphery of the construction area, 2) dust control, 3) air pollution control, 4) erosion and sedimentation control, 5) tree protection fencing, and 6) construction vehicle parking. The project plans shall be subject to review and approval by the Building, Engineering, and Planning Divisions prior to issuance of a demolition permit. The fences and erosion and sedimentation control measures shall be installed according to the approved plan prior to commencing demolition.

10. Concurrent with the application submittal for a demolition permit, the applicant shall submit a construction parking management plan that addresses where construction-related vehicles will be parked, subject to review and approval by the Transportation and Engineering Divisions.

11. Prior to demolition permit issuance, the applicant shall have a Bat Habitat Assessment conducted for the properties at 700 Oak Grove Avenue and 1231 Hoover Street. The Habitat Assessment shall be completed by a qualified biologist (e.g., a biologist holding a California Department of Fish and Wildlife collection permit and a Memorandum of Understanding with the California Department of Fish and Wildlife allowing the biologist to handle and collect bats). The Habitat Assessment shall evaluate the buildings to be demolished, as well as the trees to be removed that have a breast height diameter greater than 10 inches. The Habitat Assessment shall evaluate the buildings and trees for suitable entry points and roost features, and shall provide focused daytime surveys for day-roosting bats. If a special-status bat species is found, or if suspected day roosts for special-status bats are identified, then the Habitat Assessment shall identify suitable performance measures for avoiding impacts to roosts, which may include, but would not be limited to:

- Consultation with the California Department of Fish and Wildlife to determine appropriate measures for protecting bats with young if present, and for implementing measures to flush and exclude non-breeding bat colonies during construction process.
- Phased removal of trees where selected limbs and branches not containing cavities are removed using chainsaws on the first day, with the remainder of the tree removed using chainsaws or other equipment on the second day

(Mitigation Measure BIO-2)

12. Prior to grading and/or building permit issuance, the following actions shall be included in the dust emission control plan, subject to review and approval by the Planning, Building, and Engineering Divisions:

- All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.
- All haul trucks transporting soil, sand, or other loose material off-site shall be covered.
- All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
- All vehicle speeds on unpaved roads shall be limited to 15 mph.
- All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible and feasible. Building pads shall be laid as soon as possible and feasible, as well, after grading unless seeding or soil binders are used.
- Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction

workers at all access points.

- All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.
- Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.

(Mitigation Measure AQ-1)

13. Prior to demolition, grading, and/or building permit issuance, the following actions shall be included in the project plans and specifications, subject to review and approval by the Planning and Building Division:

- Low-emission equipment shall be selected during construction that would include the following:
- All diesel-powered off-road equipment larger than 50 horsepower and operating at the site for more than two days continuously shall meet U.S. EPA particulate matter emissions standards for Tier 2 engines or equivalent; and
- All diesel-powered portable equipment (e.g., air compressors, cement and mortar mixers, concrete/industrial saws, and welders) operating at the site for more than 2 days continuously shall meet U.S. EPA particulate matter emissions standards for Tier 4 engines or equivalent; or the construction contractor shall use other measures to minimize construction period diesel particulate matter emissions to reduce the predicted cancer risk below the threshold. Such measures may include the use of line power instead of generators, alternative fuels (e.g., LPG, biofuels), added exhaust devices, or a combination of measures, provided that these measures are demonstrated to provide the necessary DPM and PM2.5 emission reductions and are approved by the lead agency.

(Mitigation Measure AQ-2)

14. Prior to demolition, grading, and/or building permit issuance, the applicant shall ensure that project plans include documentation that construction activities shall be conducted in accordance with the requirements of the City of Menlo Park Municipal Code Chapter 8.06, Noise. The following measures shall be implemented during construction of the project:

- Construction activity shall be allowed only between the hours of 8:00 a.m. and 6:00 p.m. Monday through Friday. If construction outside of these hours is necessary, the applicant shall submit a formal request to the City of Menlo Park for consideration.
- Install temporary noise barriers, such as temporary plywood fences and acoustical blankets to screen areas where concrete sawing will occur. Temporary noise barriers shall reduce construction noise levels by at least 5 dBA at a distance of 50 feet from the source. The temporary noise barriers shall interrupt the line-of-sight from adjacent receptors within 50 feet of the

construction areas where concrete sawing would occur, which would provide a minimum of 5 dBA of noise reduction.

- Signs shall be posted at the construction site that includes permitted construction days and hours, including a contact number for the construction supervisor in the event of problems.
- Best available noise control practices, including mufflers, intake silencers, ducts, engine enclosures, and acoustical attenuating shields or shrouds shall be used for equipment and trucks to minimize construction noise impacts.
- If impact equipment (e.g., jack hammers, pavement breakers, etc.) is needed during construction, hydraulically or electric-powered equipment shall be used wherever feasible to avoid the noise associated with compressed-air exhaust from pneumatically powered tools. However, where use of pneumatically powered tools is unavoidable, an exhaust muffler on the compressed-air exhaust shall be used. External jackets on the tools themselves shall also be used if available and feasible.
- Stationary noise sources shall be located as far from sensitive noise receptors as feasible. If they must be located near receptors, adequate muffling (with enclosures where feasible and appropriate) shall be used to reduce noise level to below 85 dBA at the nearest sensitive receptor. Enclosure openings or venting shall face away from sensitive noise receptors.
- Maintain the equipment properly to minimize extraneous noise due to squeaking or rubbing machinery parts, damaged mufflers, or misfiring engines.

(Mitigation Measure NOI-1)

15. Prior to demolition permit issuance, all buildings that are proposed for demolition shall be surveyed for asbestos-containing materials under the National Emissions Standards for Hazardous Air Pollutants (NESHAP) guidelines. All potentially friable asbestos-containing materials shall be removed prior to building demolition in accordance with NESHAP guidelines and BAAQMD Regulation 11, Rule 2: Hazardous Materials; Asbestos Demolition, Renovation and Manufacturing. The BAAQMD's Enforcement Division shall be consulted prior to commencing demolition of a building containing asbestos materials.
16. Prior to demolition permit issuance, a survey of painted surfaces on all buildings at the site shall be conducted. Based on the results of the survey, if lead-based paint is still bonded to the building surfaces, its removal is not required prior to demolition. If lead-based paint is peeling, flaking, or blistered, it shall be removed prior to demolition in accordance with state requirements. It is assumed that such paint will become separated from the building components during demolition activities; thus, it must be managed and disposed as a separate waste stream. Any debris or soil containing lead paint or coating must be disposed at landfills that have acceptance criteria for the waste being disposed. The project shall follow the requirements outlined by California Occupational Safety and Health Administration (Cal-OSHA) Lead in Construction Standard, Title 8, California Code of Regulations (CCR) 1532.1

during demolition activities. These regulations include employee training, employee air monitoring, and dust control.

17. Prior to demolition permit and/or building permit issuance, the applicant shall comply with the requirements of Chapter 12.48 (Salvaging and Recycling of Construction and Demolition Debris) of the City of Menlo Park Municipal Code.
18. Prior to commencing any construction activities in the public right-of-way or public easements, the applicant shall obtain an encroachment permit for review and approval of the Engineering Division.
19. Concurrent with the application submittal for a building permit, 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.
20. Concurrent with the application submittal for an encroachment permit for frontage improvements, the applicant shall submit a Sidewalk Protection Plan detailing an alternate pedestrian path along Oak Grove Avenue and Hoover Street while the frontage improvements are under construction, subject to the review and approval of the Engineering Division.
21. Concurrent with the application submittal for a grading permit, the applicant shall submit a Soil Management Plan for excavation activities in the vicinity of the former underground storage tank at 700 Oak Grove Avenue, subject to review and approval of the Planning and Building Division.

Elements of the Soil Management Plan shall include, but would not necessarily be limited to, the following:

- Measures to address hazardous materials and other worker health and safety issues during construction, including the specific level of protection required for construction workers. This shall include preparation of a site-specific health and safety plan in accordance with federal OSHA regulations (29 CFR 1910.120) and Cal-OSHA regulations (8 CCR Title 8, Section 5192) to address worker health and safety issues during construction.
- Monitoring of excavation activities in the vicinity of the former underground storage tank at 700 Oak Grove Avenue for soil contamination. Monitoring shall include, at minimum, visual and organic vapor monitoring by personnel with appropriate hazardous materials training, including 40 hours of Hazardous Waste Operations and Emergency Response (HAZWOPER) training. If visual and organic vapor monitoring indicates signs of suspected contaminated soil, then soil samples shall be collected and analyzed to characterize soil quality.
- Provisions for excavation, stockpiling, and disposal of any contaminated soil. This shall include the segregation of contaminated soils from non-contaminated soils, and procedures necessary to ensure that contaminated

soils are stored, managed, and disposed of in a manner that is protective of human health and in accordance with applicable laws and regulations.
(Mitigation Measure HAZ-1)

22. A complete building permit application will be required for any remediation work that requires a building permit. No remediation work that requires approval of a building permit shall be initiated until the applicant has received building permit approvals for that work. All building permit applications are subject to the review and approval of the Building Division.
23. Concurrent with the application submittal for a grading permit, the applicant shall submit a draft "Stormwater Treatment Measures Operations and Maintenance (O&M) Agreement" with the City subject to review and approval by the Engineering Division. With the executed agreement, the property owner is responsible for the operation and maintenance of stormwater treatment measures for the project. The agreement shall run with the land and shall be recorded by the applicant with the County Recorder's Office. The applicant shall enter into and record a Stormwater Treatment Measures Operations and Maintenance Agreement prior to final building inspection.
24. Concurrent with the application submittal for a grading permit, the applicant shall submit an updated Hydrology Report for review and approval by the Public Works Department. The Hydrology Report shall confirm that the project does not result in increased storm water runoff as measured by the peak flow rate for a 10-year storm and shall also confirm that the on-site depressed garages will not be subject to flooding during a 10-year storm. If the Hydrology Report shows an increase of runoff (over the existing conditions runoff), then the applicant shall implement modifications to the project to ensure that neither impact occurs subject to review and approval of the Planning and Engineering Divisions.
25. Concurrent with the application submittal for a building permit, the applicant shall prepare the easement documents (grant, plat, legal description) to show the plan line and right-of-way dedication along Oak Grove Avenue, subject to review and approval of the Engineering Division. The right-of-way dedication shall be approved by the City Council, and the easement documents must be recorded with the County Recorder's Office prior to building permit issuance.
26. Concurrent with the application submittal for a building permit, the applicant shall submit a Grading and Drainage Plan, including an Erosion and Sedimentation Control Plan, for review and approval of the City Engineer. The Grading and Drainage Plan shall be prepared based on the City's Grading and Drainage Plan Guidelines and Checklist and the Project Applicant Checklist for the National Pollution Discharge Elimination System (NPDES) Permit Requirements. The Grading and Drainage Plan shall be approved prior to issuance of a grading permit.

27. Concurrent with the application submittal for a building permit, the applicant shall submit a lighting plan, providing the location, architectural details and specifications for all exterior lighting subject to review and approval by the Planning Division. The lighting plan shall minimize glare and spillover onto adjacent properties.
28. Concurrent with the application submittal for a building permit, a design-level geotechnical investigation report shall be submitted to the Building Division for review and confirmation that the proposed development fully complies with the California Building Code. The report shall determine the project site's surface geotechnical conditions and address potential seismic hazards. The report shall identify building techniques appropriate to minimize seismic damage.
29. Concurrent with the application submittal for a building permit, 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.
30. 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.
31. Prior to building permit issuance, the applicant shall comply with all West Bay Sanitary District, Menlo Park Fire Protection District, Recology, and utility companies' regulations that are directly applicable to the project.
32. Prior to issuance of each applicable building permit, the applicant shall pay the applicable Building Construction Street Impact Fee.
33. 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.
34. Prior to building permit issuance, the applicant shall submit a detailed landscape plan, including the size, species, and location, and irrigation plan for review and approval by the Planning Division and the Public Works Department. The plan shall allow for sight distance visibility and comply with the Water Efficient Landscaping Ordinance (Municipal Code Chapter 12.44). The landscaping shall be installed prior to final building inspection.
35. Prior to building permit issuance, the lot merger shall be recorded with the County Recorder's Office.

36. Prior to building permit issuance, the Memorandum of Understanding (MOU) between the Menlo Park Fire Protection District and the City regarding the street improvements at the intersection of Oak Grove Avenue and Hoover Street shall be finalized and executed.

37. The following methods shall be incorporated into the project plans prior to building permit issuance and implemented during construction to ensure the appropriate treatment of the carriage house building.

- Catalogue all materials or building elements that are required to be removed for the relocation of the Carriage House, including but not limited to, the cupola, the interior design bracing, any wood shingles, and any exterior wood siding.
- Care shall be taken with the installation of any temporary structural bracing such that it will not damage any existing materials, and that when the bracing is removed, the integrity of the structure shall remain intact.
- Any material that is broken or deteriorated shall be replaced in kind, including any wood siding or roof shingles that may require replacement from the removal and reinstallation of the cupola.
- The structural connection of the building to the new foundation shall be within the crawl space and shall not be visible at the building's exterior or interior.
- Any subsequent repairs or upgrades to the building shall comply with the Secretary of Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings.

(Mitigation Measure CR-1)

38. If archaeological materials are encountered during construction activities, all construction activities within 50 feet shall immediately halt, the City shall be notified, and the find shall be inspected by a qualified archaeologist. Project personnel shall not collect any cultural materials. If the archaeologist determines that the find potentially qualifies as a unique archaeological resource for purposes of CEQA (CEQA Guidelines Section 15064.5(c)(3)), all work must be stopped in the immediate vicinity to allow the archaeologist to evaluate any materials and recommend appropriate treatment. Such treatment and resolution shall include either modifying the project to allow the materials to be left in place, or undertaking data recovery of the materials in accordance with standard archaeological methods. (Mitigation Measure CR-2)

39. If a paleontological resource is discovered during construction, all ground disturbing activities within 50 feet of the find shall be temporarily halted, and a qualified paleontologist shall be notified to document the discovery as needed, evaluate the potential resource, and assess the nature and significance of the find. Based on the scientific value or uniqueness of the find, the paleontologist may record the find and allow work to continue, or recommend salvage and recovery of the material, if it is determined that the find cannot be avoided. The paleontologist shall make

recommendations for any necessary treatment that is consistent with currently accepted scientific practices. (Mitigation Measure CR-3)

40. California Health and Safety Code Section 7050.5 states that it is a misdemeanor to knowingly disturb a human grave. If human remains are encountered, work shall halt in the vicinity and the County Coroner shall be notified. At the same time, a qualified archaeologist shall be contacted to evaluate the situation. If human remains are of Native American origin, the San Mateo County Coroner shall notify the Native American Heritage Commission within 24 hours of identification, pursuant to Public Resources Code 5097.98, which would appoint a Most Likely Descendant (MLD) (Public Resources Code Section 5097.98). A qualified archaeologist, the applicant, and the MLD shall make all reasonable efforts to develop an agreement for the treatment, with appropriate dignity, of any human remains and associated or unassociated funerary objects (CEQA Guidelines Section 15064.5[d]). The agreement would take into consideration the appropriate excavation, removal, recordation, analysis, custodianship, and final disposition of the human remains and associated or unassociated funerary objects. The Public Resources Code allows 48 hours to reach agreement on these matters. If the MLD and the other parties could not agree on the reburial method, the applicant shall follow Section 5097.98(b) of the Public Resources Code, which states that "the landowner or his or her authorized representative shall reinter the human remains and items associated with Native American burials with appropriate dignity on the property in a location not subject to further subsurface disturbance." (Mitigation Measure CR-4)

ATTACHMENT F

DRAFT – December 15, 2014

RESOLUTION NO. ____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO
PARK AMENDING THE GENERAL PLAN TO CHANGE THE LAND USE
DESIGNATION FOR PROPERTIES LOCATED AT 700 OAK GROVE
AVENUE AND 1231 HOOVER STREET**

WHEREAS, the Planning Commission of the City of Menlo Park has considered the adoption of an amendment to the General Plan to change the land use designation for certain properties located at 700 Oak Grove Avenue and 1231 Hoover Street (Assessor's Parcel Numbers 071-101-230 and 071-101-220) to Public Facilities; and

WHEREAS, the provisions of the Government Code, 65350, et. seq. have been complied with; and

WHEREAS, the City Council of the City of Menlo Park has considered the comments of the Planning Commission in regard to amending the General Plan;

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City Menlo Park that the General Plan Amendment to change the land use designation for the project site particularly described in Exhibit "A", be adopted.

This resolution shall take effect upon the effective date of Ordinance No. ____ Rezoning Properties Located at 700 Oak Grove Avenue and 1231 Hoover Street. In the event such ordinance does not become effective within ninety (90) days of the adoption of this resolution, this resolution shall be void and of no legal effect.

I, Pamela Aguilar, City Clerk of the City of Menlo Park, do hereby certify that the above and foregoing Resolution was duly and regularly passed and adopted at a meeting by said Council on the ____ day of _____, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City, this _____ day of _____, 2015.

Pamela Aguilar
City Clerk

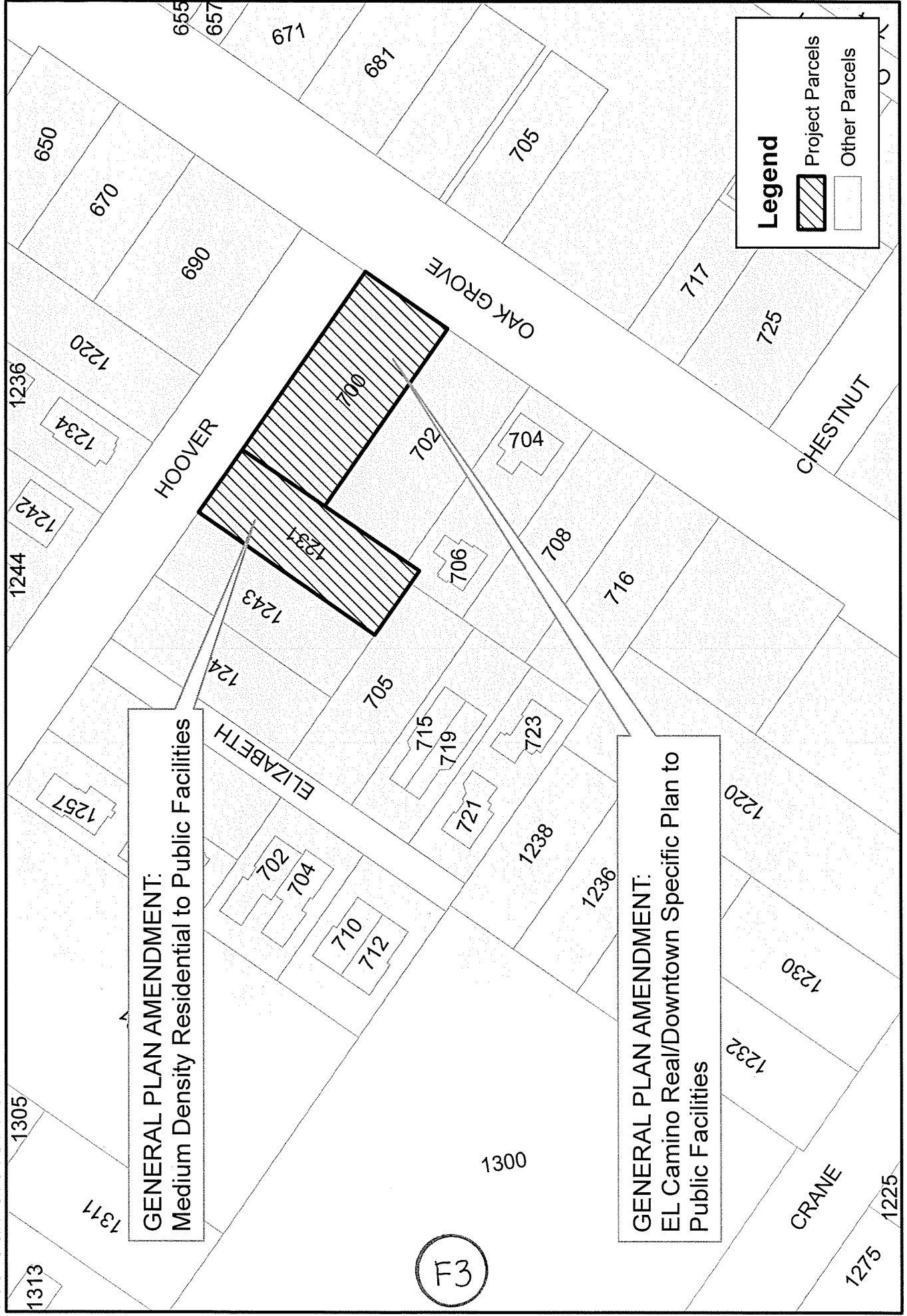
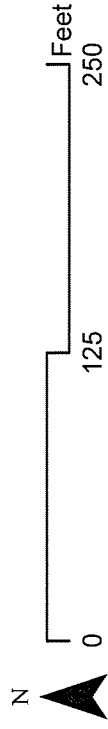
Exhibit A

General Plan Map Amendment – 700 Oak Grove Avenue and 1231 Hoover Street

CITY OF MENLO PARK

MENLO PARK FIRE PROTECTION DISTRICT - STATION 6

700 Oak Grove Avenue & 1231 Hoover Street



ATTACHMENT G

DRAFT – December 15, 2014

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF MENLO PARK REZONING PROPERTIES LOCATED AT 700 OAK GROVE AVENUE AND 1231 HOOVER STREET

The City Council of the City of Menlo Park does ordain as follows:

SECTION 1. The zoning map of the City of Menlo Park is hereby amended such that certain real properties with the addresses of 700 Oak Grove Avenue and 1231 Hoover Street (Assessor's Parcel Numbers 071-101-230 and 071-101-220) are rezoned to the P-F (Public Facilities) district as more particularly described and shown in Exhibit "A."

SECTION 2. This ordinance shall become effective thirty (30) days after the date of its adoption. Within fifteen (15) days of its adoption, the ordinance shall be posted in three (3) public places within the City of Menlo Park, and the ordinance, or a summary of the ordinance prepared by the City Attorney, shall be published in a local newspaper used to publish official notices for the City of Menlo Park prior to the effective date.

INTRODUCED on the ____ day of ____, 2015.

PASSED AND ADOPTED as an ordinance of the City of Menlo Park at a regular meeting of said Council on the ____ day of ____, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Catherine Carlton
Mayor, City of Menlo Park

ATTEST:

Pamela Aguilar
City Clerk

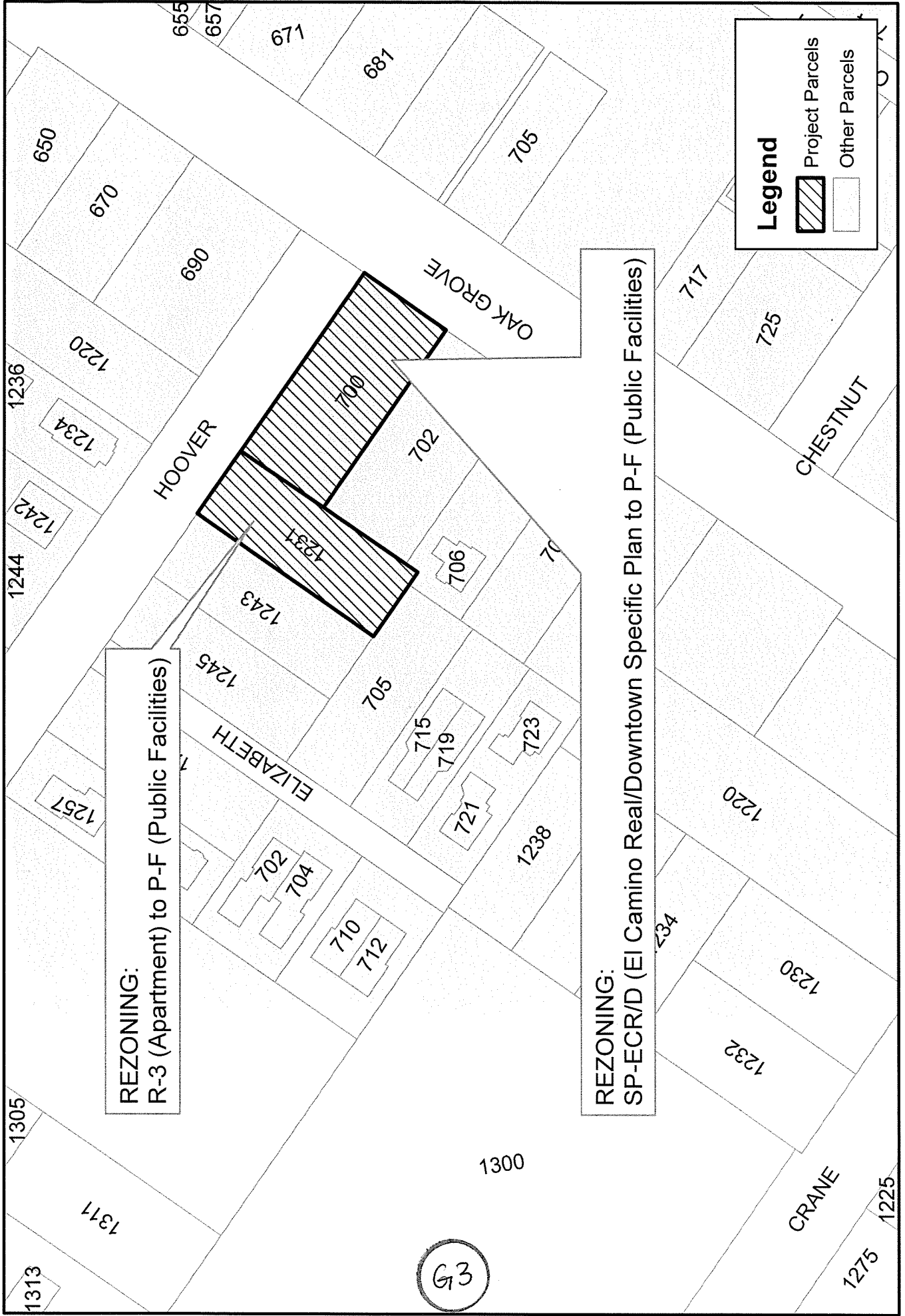
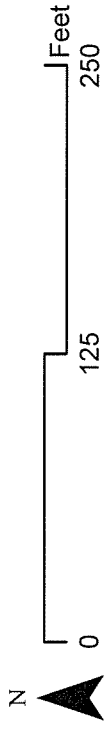
Exhibit A

Rezoning – 700 Oak Grove Avenue and 1231 Hoover Street

CITY OF MENLO PARK

MENLO PARK FIRE PROTECTION DISTRICT - STATION 6

700 Oak Grove Avenue & 1231 Hoover Street



ATTACHMENT H

DRAFT – December 15, 2014

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MENLO PARK, AMENDING CHAPTER 16.49 [PUBLIC FACILITIES DISTRICT] OF TITLE 16 [ZONING] OF THE MENLO PARK MUNICIPAL CODE

The City Council of the City of Menlo Park does ordain as follows:

SECTION 1. The City Council of the City of Menlo Park hereby finds and declares as follows:

- A. The City desires to amend Chapter 16.49 [Public Facilities District] to provide the ability to provide flexibility in meeting the unique needs of public facilities on smaller sites.
- B. The Planning Commission held duly noticed public hearing on _____ to review and consider the proposed amendments to Chapters 16.49 of Title 16 of the Menlo Park Municipal Code, whereat all interested persons had the opportunity to appear and comment.
- C. The City Council held a duly noticed public hearing on _____ to review and consider the proposed amendments to Chapters 16.49 of Title 16 of the Menlo Park Municipal Code, whereat all interested persons had the opportunity to appear and comment.
- D. After due consideration of the proposed amendment to Title 16, public comments, the Planning Commission recommendation, and the staff report, the City Council finds that the proposed amendment to Title 16 is consistent with the General Plan and are appropriate.

SECTION 2. Chapter 16.49 [Public Facilities District] of Title 16 [Zoning] of the Menlo Park Municipal Code is hereby amended to read as follows:

Chapter 16.49

P-F PUBLIC FACILITIES DISTRICT

Sections:

- 16.49.010 Purpose.
- 16.49.020 Permitted uses.

- 16.49.030 Conditional uses.
- 16.49.040 Development regulations.

16.49.010 Purpose. The purpose and intent of this district is to accommodate governmental, public utility, and educational facilities.

16.49.020 Permitted uses. The following uses are permitted in the P-F district:

- (1) All public facilities used and operated for government purposes by the city of Menlo Park, the county of San Mateo, the state of California, and the government of the United States;
- (2) All public facilities, as to which the Menlo Park Zoning Ordinance has been made inapplicable pursuant to Government Code Section 53094, by any public school district.

16.49.030 Conditional uses. The following uses may be allowed subject to obtaining a use permit:

- (1) All uses of existing facilities and/or property by entities other than the above-mentioned governmental agencies and school districts, or said entities for nongovernmental purposes;
- (2) All facilities of any public utility.

16.49.040 Development regulations. There are no development regulations in the P-F zoning district, except as follows:

- (1) The floor area ratio shall not exceed 30%, except that 60% may be allowed with use permit approval on sites with a lot area of two acres or less, inclusive of contiguous parcels in the P-F zoning district; and
- (2) In the case of conditional uses, additional regulations may be required by the planning commission.

SECTION 3. The City, as lead agency, prepared a Mitigated Negative Declaration ("MND") pursuant to the California Environmental Quality Act ("CEQA") that examined the environmental impacts of the adoption of the proposed modifications to the development regulations in the P-F Public Facilities zoning district and the proposed Menlo Park Fire Station 6 Project. The MND determined that any potential environmental impacts would be less than significant. On _____, the City Council adopted the MND.

SECTION 4. If any part of this Ordinance is held to be invalid or inapplicable to any situation by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or the applicability of this Ordinance to other situations.

SECTION 5. This ordinance shall become effective thirty (30) days after the date of its adoption. Within fifteen (15) days of its adoption, the ordinance shall be posted in three (3) public places within the City of Menlo Park, and the ordinance, or a summary of the

ordinance prepared by the City Attorney, shall be published in a local newspaper used to publish official notices for the City of Menlo Park prior to the effective date.

INTRODUCED on the ____ day of _____, 2015.

PASSED AND ADOPTED as an ordinance of the City of Menlo Park at a regular meeting of the City Council of the City of Menlo Park on the ____ day of _____, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Pamela Aguilar
City Clerk

Catherine Carlton
Mayor



RECEIVED
JUL 18 2013
CITY OF MENLO PARK
BUILDING

HAZARDOUS MATERIALS BUSINESS PLAN (HMBP)

Menlo Park Fire Protection District – Fire Station #6
FACILITY NAME

700 Oak Grove Ave, Menlo Park, CA
FACILITY SITE ADDRESS

(650) 684-8425
FACILITY PHONE NUMBER

Ronald Keefer
ENVIRONMENTAL CONTACT PERSON

(650) 688-8428
ENVIRONMENTAL CONTACT PERSON'S PHONE NUMBER

July 15, 2013 (Anticipated active date is January 1, 2016, See introduction)
DATE

**JUVENILE HALL COMPLEX
HAZARDOUS MATERIALS BUSINESS PLAN**

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INTRODUCTION

Fire Station #6 is part of the Menlo Park Fire Protection District (District). The District has prepared this HMBP as part of the permitting process to conduct a tear down and complete rebuild to Fire Station #6. The HMBP discloses anticipated materials for the new facility that is expected to commence operations in 2016. As such, the details provided in this HMBP are subject to change. The District will submit updates to the HMBP within 30 days following any changes that occur. As of July 15, 2013, the existing facility does not have hazardous materials in quantities that would subject it to HMBP reporting.

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

Page 1 of 1

I. FACILITY IDENTIFICATION

FACILITY ID # (Agency Use Only)	F A 0 0 2 4 9 9 5	EPA ID # (Hazardous Waste Only)	2
BUSINESS NAME (Same as Facility Name of DBA-Doing Business As) FIRE STATION #6			
BUSINESS SITE ADDRESS 700 OAK GROVE AVE			
BUSINESS SITE CITY MENLO PARK	104	CA	ZIP CODE 94025 105

II. ACTIVITIES DECLARATION

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

Does your facility... If Yes, please complete these pages of the UPCF....

A. HAZARDOUS MATERIALS

Have on site (for any purpose) at any one time, hazardous materials at or above 55 gallons for liquids, 500 pounds for solids, or 200 cubic feet for compressed gases (include liquids in ASTs and USTs); or the applicable Federal threshold quantity for an extremely hazardous substance specified in 40 CFR Part 355, Appendix A or B; or handle radiological materials in quantities for which an emergency plan is required pursuant to 10 CFR Parts 30, 40 or 70?

☒ YES

HAZARDOUS MATERIALS
INVENTORY – CHEMICAL
DESCRIPTION

B. REGULATED SUBSTANCES

Have Regulated Substances stored onsite in quantities greater than the threshold quantities established by the California Accidental Release prevention Program (CalARP)?

☐ YES

Coordinate with your local agency
responsible for CalARP.

C. UNDERGROUND STORAGE TANKS (USTs)

Own or operate underground storage tanks?

☐ YES

UST FACILITY (Formerly SWRCB Form A)
UST TANK (one page per tank) (Formerly Form B)

D. ABOVE GROUND PETROLEUM STORAGE

Own or operate ASTs above these thresholds:

Store greater than 1,320 gallons of petroleum products (new or used) in aboveground tanks or containers.

☐ YES

NO FORM REQUIRED TO CUPAs

E. HAZARDOUS WASTE

Generate hazardous waste?

☐ YES

EPA ID NUMBER – provide at the top of
this page

Recycle more than 100 kg/month of excluded or exempted recyclable materials (per HSC 25143.2)?

☐ YES

RECYCLABLE MATERIALS REPORT
(one per recycler)

Treat hazardous waste on-site?

☐ YES

ON-SITE HAZARDOUS WASTE
TREATMENT – FACILITY
ON-SITE HAZARDOUS WASTE
TREATMENT – UNIT (one page per unit)

Treatment subject to financial assurance requirements (for Permit by Rule and Conditional Authorization)?

☐ YES

CERTIFICATION OF FINANCIAL
ASSURANCE

Consolidate hazardous waste generated at a remote site?

☐ YES

REMOTE WASTE / CONSOLIDATION
SITE ANNUAL NOTIFICATION

Need to report the closure/removal of a tank that was classified as hazardous waste and cleaned on-site?

☐ YES

HAZARDOUS WASTE TANK
CLOSURE CERTIFICATION

Generate in any single calendar month 1,000 kilograms (kg) (2,200 pounds) or more of federal RCRA hazardous waste, or generate in any single calendar month, or accumulate at any time, 1 kg (2.2 pounds) of RCRA acute hazardous waste; or generate or accumulate at any time more than 100 kg (220 pounds) of spill cleanup materials contaminated with RCRA acute hazardous waste.

☐ YES

Obtain federal EPA ID Number, file
Biennial Report (EPA Form 8700-
13A/B), and satisfy requirements for
RCRA Large Quantity Generator.

Household Hazardous Waste (HHW) Collection site?

☐ YES

See CUPA for required forms.

F. LOCAL REQUIREMENTS

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

FACILITY INFORMATION

BUSINESS OWNER/OPERATOR IDENTIFICATION

Page ___ of ___

I. IDENTIFICATION

FACILITY ID#	FA0024995	BEGINNING DATE	01/01/2016	ENDING DATE	01/01/2017
BUSINESS NAME (Same as FACILITY NAME or DBA - Doing Business As)			BUSINESS PHONE		
FIRE STATION #6			6506848425		
BUSINESS SITE ADDRESS			BUSINESS FAX		
700 OAK GROVE AVE			6504739847		
BUSINESS SITE CITY	CA	ZIP CODE	COUNTY		
MENLO PARK		94025			
DUN & BRADSTREET		PRIMARY SIC	PRIMARY NAICS		
		9224	922160		
BUSINESS MAILING ADDRESS					
170 MIDDLEFIELD AVE					
BUSINESS MAILING CITY	STATE	ZIP CODE			
MENLO PARK	CA	94025			
BUSINESS OPERATOR NAME	BUSINESS OPERATOR PHONE				
Menlo Park Fire Protection District	6506848425				

II. BUSINESS OWNER

OWNER NAME	OWNER PHONE
MENLO PARK FIRE PROTECTION DISTRICT	6506888425
OWNER MAILING ADDRESS	
170 MIDDLEFIELD ROAD	
OWNER MAILING CITY	STATE ZIP CODE
MENLO PARK	CA 94025

III. ENVIRONMENTAL CONTACT

CONTACT NAME	CONTACT PHONE
Ronald Keefer	6506888428
CONTACT MAILING ADDRESS	CONTACT EMAIL
170 Middlefield Road	Ronaldk@MenloFire.org
CONTACT MAILING CITY	STATE ZIP CODE
Menlo Park	CA 94025

-PRIMARY-

IV. EMERGENCY CONTACTS

-SECONDARY-

NAME	NAME
On duty Station Captain	On Duty Battalion Chief
TITLE	TITLE
Station Captain	Battalion Chief
BUSINESS PHONE	BUSINESS PHONE
6506888436	6506888429
24-HOUR PHONE	24-HOUR PHONE
6503886356	6503886350
CELL / PAGER #	CELL / PAGER #
EMAIL	EMAIL

ADDITIONAL LOCALLY COLLECTED INFORMATION:

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

SIGNATURE OF OWNER/OPERATOR OR DESIGNATED REPRESENTATIVE	DATE	NAME OF DOCUMENT PREPARER
<i>[Signature]</i>	7/15/2013	Joe Moulton, CHMM, Du-All Safety
NAME OF SIGNER (print)	TITLE OF SIGNER	
Douglas Sporleder	Interim Fire chief	

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

(one page per material per building or area)

☐ ADD

☐ DELETE

☐ REVISE

200

Page ____ of ____

I. FACILITY INFORMATION

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

3

FIRE STATION #6

CHEMICAL LOCATION

201

CHEMICAL LOCATION CONFIDENTIAL EPCRA

202

Outside

☐ YES

FACILITY ID #

F A 0 0 2 4 9 9 5

MAP# (optional)

203

GRID# (optional)

204

Site Plan Drawing A1

C,D:05,04

II. CHEMICAL INFORMATION

CHEMICAL NAME

205

TRADE SECRET

☐ Yes

206

Diesel Fuel

If Subject to EPCRA, refer to instructions

COMMON NAME

207

EHS*

☐ Yes

208

Diesel Fuel

CAS#

209

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

68476346

FIRE CODE HAZARD CLASSES (Complete if required by CUPA)

210

Combustible Liquid, Class II (1.1 II), Irritant (Irr), Toxic (Tox)

HAZARDOUS MATERIAL
TYPE (Check one item only)

211

☒ a. PURE ☐ b. MIXTURE ☐ c. WASTE

RADIOACTIVE

☐ Yes

CURIES

212

PHYSICAL STATE
(Check one item only)

214

☐ a. SOLID ☒ b. LIQUID ☐ c. GAS

LARGEST CONTAINER

500.0

215

FED HAZARD CATEGORIES
(Check all that apply)

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

216

AVERAGE DAILY AMOUNT

217

MAXIMUM DAILY AMOUNT

218

ANNUAL WASTE AMOUNT

219

STATE WASTE CODE

220

250.0

500.0

0.0

UNITS*

(Check one item only)

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

221

DAYS ON SITE:

365.0

222

STORAGE
CONTAINER

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

223

STORAGE PRESSURE

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

224

STORAGE TEMPERATURE

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

225

%WT

HAZARDOUS COMPONENT (For mixture or waste only)

EHS

CAS #

1

226

227

☐ Yes

228

229

2

230

231

☐ Yes

232

233

3

234

235

☐ Yes

236

237

4

238

239

☐ Yes

240

241

5

242

243

☐ Yes

244

245

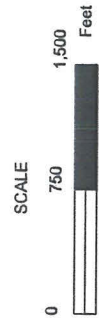
If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION

246

If EPCRA, Please Sign Here

Fire Station #6 Location Map



Facility Location Map

Menlo Park Fire Protection District	Figure
Fire Station #6	1
700 Oak Grove Avenue	
Menlo Park, California	
Drawing Date: July 12, 2013	

Prepared by:
DU-ALL SAFETY
du-all.com

NOTES

Consulting Architect

MENLO PARK FIRE PROTECTION DISTRICT

FIRE STATION No. 6

700 OAK GROVE AVE
MENLO PARK, CA 94025

SITE PLAN



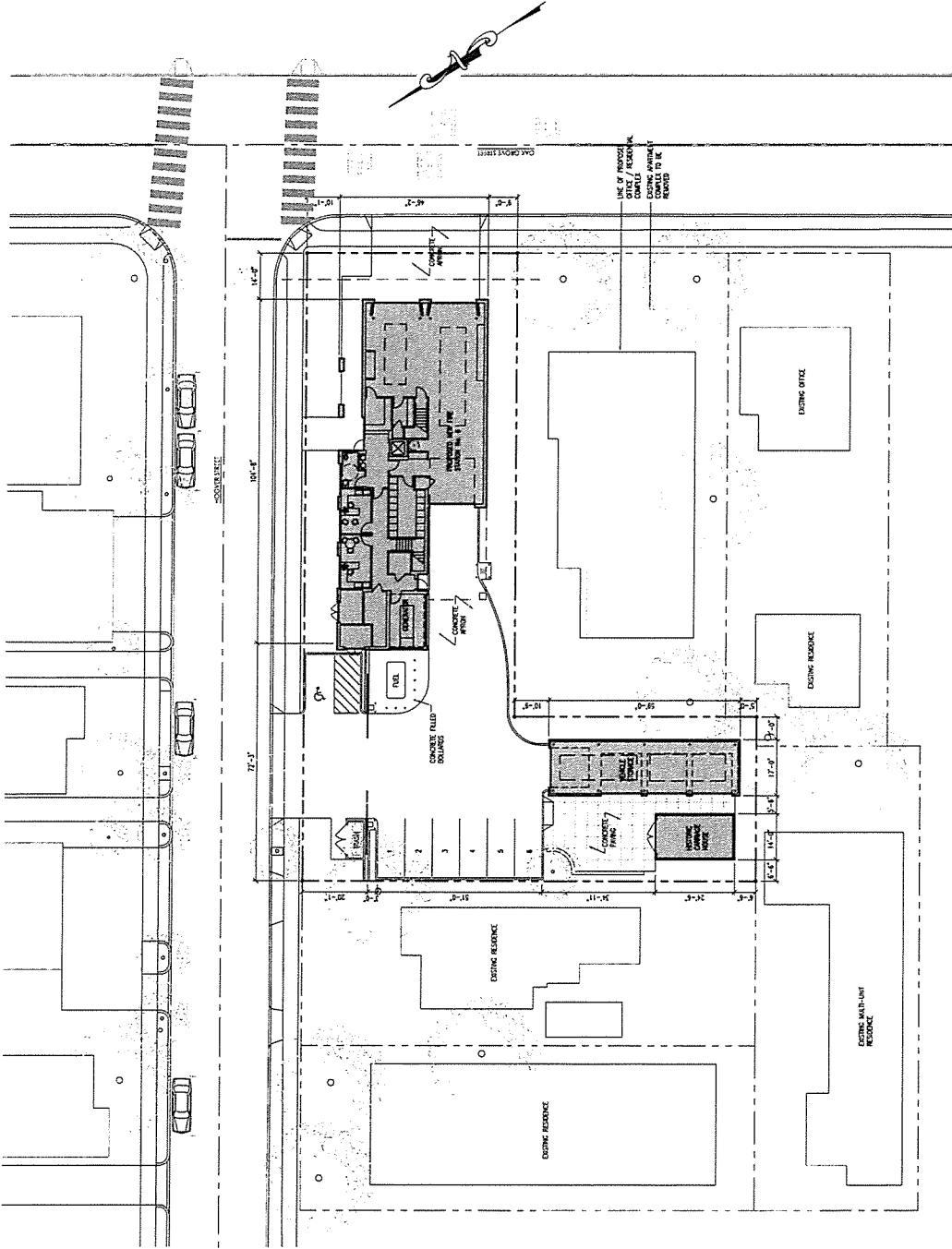
Project No. 224200100
Scale: As Indicated
Drawing No. A1

SITE PLAN A01

SCALE: 3/4"=1'-0" (11x17 1/2"=1'-0")

SCHEMATIC DESIGN PACKAGE

PLEASE RECYCLE



NOTES

Agency Approval

MENLO PARK FIRE PROTECTION DISTRICT
FIRE STATION No. 6

700 OAK GROVE AVE.
MENLO PARK, CA, 94025

Drawing Title:
FLOOR PLANS

- PUBLIC, OFFICE AND LIVING
- VERTICAL CIRCULATION
- APPARATUS BAY
- APPARATUS SUPPORT
- LIBRARY

Project No.	2242001100	As Indicated	A2
Serial		Drawing No.	
Project No.	2242001100	As Indicated	A2
Serial		Drawing No.	

 PLEASE RECYCLE

SCHEMATIC DESIGN PACKAGE

10/16/2012 9:09:56 AM

SECOND FLOOR PLAN
SCALE: 24x36 1/8"=1'-0" (11x17 1/16"=1'-0")

FIRST FLOOR PLAN
SCALE: 24x36 1/8"=1'-0" (11x17 1/16"=1'-0")

19

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

A. FACILITY IDENTIFICATION AND OPERATIONS OVERVIEW

FACILITY ID # FA0024995	1. CERS ID A1.	DATE OF PLAN PREPARATION/REVISION 07/15/2013	A2.
BUSINESS NAME (Same as Facility Name or DBA - Doing Business As) FIRE STATION #6			3.
BUSINESS SITE ADDRESS 700 OAK GROVE AVE			103.
BUSINESS SITE CITY MENLO PARK	104.	ZIP CODE CA 94025	105.
TYPE OF BUSINESS (e.g., Painting Contractor) Firefighting	A3.	INCIDENTAL OPERATIONS (e.g., Fleet Maintenance)	A4.
THIS PLAN COVERS CHEMICAL SPILLS, FIRES, AND EARTHQUAKES INVOLVING: (Check all that apply) <input checked="" type="checkbox"/> 1. HAZARDOUS MATERIALS; <input type="checkbox"/> 2. HAZARDOUS WASTES			A5.

B. INTERNAL RESPONSE

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

C. EMERGENCY COMMUNICATIONS, PHONE NUMBERS AND NOTIFICATIONS

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

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

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

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

INTERNAL FACILITY EMERGENCY COMMUNICATIONS OR ALARM NOTIFICATION WILL OCCUR VIA: (Check all that apply) <input checked="" type="checkbox"/> 1. VERBAL WARNINGS; <input type="checkbox"/> 2. PUBLIC ADDRESS OR INTERCOM SYSTEM; <input checked="" type="checkbox"/> 3. TELEPHONE; <input checked="" type="checkbox"/> 4. PAGERS; <input checked="" type="checkbox"/> 5. ALARM SYSTEM; <input checked="" type="checkbox"/> 6. PORTABLE RADIO	C1.
--	-----

NOTIFICATIONS TO NEIGHBORING FACILITIES THAT MAY BE AFFECTED BY AN OFF-SITE RELEASE WILL OCCUR BY: (Check all that apply) <input checked="" type="checkbox"/> 1. VERBAL WARNINGS; <input type="checkbox"/> 2. PUBLIC ADDRESS OR INTERCOM SYSTEM; <input type="checkbox"/> 3. TELEPHONE; <input type="checkbox"/> 4. PAGERS; <input type="checkbox"/> 5. ALARM SYSTEM; <input type="checkbox"/> 6. PORTABLE RADIO	C2.
--	-----

EMERGENCY RESPONSE PHONE NUMBERS:	AMBULANCE, FIRE, POLICE AND CHP	9-1-1	
	CALIFORNIA EMERGENCY MANAGEMENT AGENCY (CAL/EMA)	(800) 852-7550	
	NATIONAL RESPONSE CENTER (NRC)	(800) 424-8802	
	POISON CONTROL CENTER	(800) 222-1222	
	LOCAL UNIFIED PROGRAM AGENCY (UPA/CUPA)	(650) 372-6200	C3.
OTHER (Specify):			C4. C5.

NEAREST MEDICAL FACILITY / HOSPITAL NAME: Stanford Hospital	C6.	6504983333	C7.
---	-----	------------	-----

AGENCY NOTIFICATION PHONE NUMBERS:	CALIFORNIA DEPT. OF TOXIC SUBSTANCES CONTROL (DTSC)	(916) 255-3545	
	REGIONAL WATER QUALITY CONTROL BOARD	5106222300	C8.
	U.S. ENVIRONMENTAL PROTECTION AGENCY (US EPA)	(800) 300-2193	
	CALIFORNIA DEPT OF FISH AND GAME (DFG)	(916) 358-2900	
	U.S. COAST GUARD	(202) 267-2180	
	CAL/OSHA	(916) 263-2800	
	STATE FIRE MARSHAL	(916) 445-8200	
OTHER (Specify):			C9. C10.
OTHER (Specify):			C11. C12.

110

D. EMERGENCY CONTAINMENT AND CLEANUP PROCEDURES

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

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

D1.

D2.

E. FACILITY EVACUATION

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

E1.

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

E2.

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

E3.

Flagpole near Station entrance on the corner of Hoover Street and Oak Grove Avenue.

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

☒ EVACUATION ROUTE MAP(S) POSTED AS REQUIRED

E4.

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

F. ARRANGEMENTS FOR EMERGENCY SERVICES

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

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

F1.

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

F2.

The Facility provided Fire Protection Services to the public. As such, they would serve as their own emergency responders in the event of an emergency.



G. EMERGENCY EQUIPMENT

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

TYPE	EQUIPMENT AVAILABLE	LOCATION	CAPABILITY (If applicable)
Safety and First Aid	1. <input type="checkbox"/> CHEMICAL PROTECTIVE SUITS, APRONS, OR VESTS		
	2. <input checked="" type="checkbox"/> CHEMICAL PROTECTIVE GLOVES	Turnout gear	Minimum conformance to meet or exceed NF
	3. <input checked="" type="checkbox"/> CHEMICAL PROTECTIVE BOOTS	Turnout gear	Minimum conformance to meet or exceed NF
	4. <input checked="" type="checkbox"/> SAFETY GLASSES / GOGGLES / SHIELDS	Turnout gear	Minimum conformance to meet or exceed NF
	5. <input checked="" type="checkbox"/> HARD HATS	Turnout gear	Minimum conformance to meet or exceed NF
	6. <input type="checkbox"/> CARTRIDGE RESPIRATORS		
	7. <input checked="" type="checkbox"/> SELF-CONTAINED BREATHING APPARATUS (SCBA)	Apparatus Bay	
	8. <input checked="" type="checkbox"/> FIRST AID KITS / STATIONS	Apparatus Bay	
	9. <input checked="" type="checkbox"/> PLUMBED EYEWASH FOUNTAIN / SHOWER	Apparatus Bay	
	10. <input type="checkbox"/> PORTABLE EYEWASH KITS		
	11. <input type="checkbox"/> OTHER		
	12. <input type="checkbox"/> OTHER		
Fire Fighting	13. <input checked="" type="checkbox"/> PORTABLE FIRE EXTINGUISHERS	Throughtout	ABC fire extinguishes
	14. <input checked="" type="checkbox"/> FIXED FIRE SYSTEMS / SPRINKLERS / FIRE HOSES	Throughtout	
	15. <input checked="" type="checkbox"/> FIRE ALARM BOXES OR STATIONS	At Exits	Activates Alarm
	16. <input checked="" type="checkbox"/> OTHER	Fire Engine/Truck	Full fire fighting capability
Spill Control and Clean-Up	17. <input type="checkbox"/> ALL-IN-ONE SPILL KIT		
	18. <input checked="" type="checkbox"/> ABSORBENT MATERIAL	Supply box on Engines/trucks	Absorb all, used to clean up oil/fuel/gasoline
	19. <input type="checkbox"/> CONTAINER FOR USED ABSORBENT		
	20. <input type="checkbox"/> BERMING / DIKING EQUIPMENT		
	21. <input checked="" type="checkbox"/> BROOM	Fire Station	Standard capability
	22. <input checked="" type="checkbox"/> SHOVEL	Fire Station	Standard capability
	23. <input type="checkbox"/> SHOP VAC		
	24. <input type="checkbox"/> EXHAUST HOOD		
	25. <input type="checkbox"/> EMERGENCY SUMP / HOLDING TANK		
	26. <input type="checkbox"/> CHEMICAL NEUTRALIZERS		
	27. <input type="checkbox"/> GAS CYLINDER LEAK REPAIR KIT		
	28. <input type="checkbox"/> SPILL OVERPACK DRUMS		
	29. <input type="checkbox"/> OTHER		
Communications and Alarm Systems	30. <input checked="" type="checkbox"/> TELEPHONES (Includes cellular)	Fire Station	Standard capability
	31. <input type="checkbox"/> INTERCOM / PA SYSTEM		
	32. <input checked="" type="checkbox"/> PORTABLE RADIOS	Individual employees, administration bu	Standard capability
	33. <input type="checkbox"/> AUTOMATIC ALARM CHEMICAL MONITORING EQUIPMENT		
Other	34. <input checked="" type="checkbox"/> OTHER	Potable Water	275 gallons of potable water for use in an em
	35. <input checked="" type="checkbox"/> OTHER	Standby Generator	Supply temporary power to continue emerger

H. EARTHQUAKE VULNERABILITY

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

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

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

VULNERABLE SYSTEMS: (Check all that apply) <input checked="" type="checkbox"/> 1. SHELVES, CABINETS AND RACKS <input checked="" type="checkbox"/> 2. TANKS (EMERGENCY SHUTOFF) <input type="checkbox"/> 3. PORTABLE GAS CYLINDERS <input checked="" type="checkbox"/> 4. EMERGENCY SHUTOFF AND/OR UTILITY VALVES <input type="checkbox"/> 5. SPRINKLER SYSTEMS <input type="checkbox"/> 6. STATIONARY PRESSURIZED CONTAINERS (e.g., Propane dispensing tank)	H6.	LOCATIONS	
		Appratus Bay	H7.
		See Site Plan	H8.
			H9.
		See Site Plan	H10.
			H11.
			H12.

I. EMPLOYEE TRAINING

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

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

Required content includes all of the following:

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

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

<input checked="" type="checkbox"/> 1. FORMAL CLASSROOM; <input checked="" type="checkbox"/> 2. VIDEOS; <input type="checkbox"/> 3. SAFETY / TAILGATE MEETINGS;	II.
<input type="checkbox"/> 4. STUDY GUIDES / MANUALS (Specify): <u>Menlo Fire Protection District Emergency Action Plan (EAP)</u>	I2.
<input checked="" type="checkbox"/> 5. OTHER (Specify): _____	I3.
<input type="checkbox"/> 6. NOT APPLICABLE BECAUSE FACILITY HAS NO EMPLOYEES	

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

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

J. LIST OF ATTACHMENTS

(Check one of the following)

- ☐ 1. NO ATTACHMENTS ARE REQUIRED; or
☐ 2. THE FOLLOWING DOCUMENTS ARE ATTACHED:

K. SIGNATURE / CERTIFICATION

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

SIGNATURE OF OWNER/OPERATOR	DATE SIGNED	K1.
<i>Douglas Spaulder</i>	07/15/2013	
NAME OF SIGNER (print)	TITLE OF SIGNER	K3.
Douglas Spaulder	Interim Fire Chief	

Asterisks (*) indicate required fields

Training All facilities that handle hazardous materials in HMBP quantities must have a written employee training plan. This plan is a required module of the Hazardous Materials Business Plan (HMBP). A training plan summary is provided below for you to complete. If you have an additional written description of your training program be prepared to provide it during your facility inspection.

null

Personnel are trained in the following procedures:

- ☒ Internal alarm/notification
- ☒ Evacuation/re-entry procedures & assembly point locations
- ☒ Emergency incident reporting
- ☒ External emergency response organization notification
- ☒ Location(s) and contents of Emergency Response/Contingency Plan
- ☐ Facility evacuation drills, that are conducted at least (e.g., "Quarterly", etc.)

Specify:

Chemical Handlers are additionally trained in the following:

- ☒ Safe methods for handling and storage of hazardous materials
- ☒ Location(s) and proper use of fire and spill control equipment
- ☒ Spill procedures/emergency procedures
- ☒ Proper use of personal protective equipment
- ☒ Specific hazard(s) of each chemical to which they may be exposed, including routes of exposure (i.e., inhalation, ingestion, absorption)
- ☐ Hazardous Waste Handlers/Managers are trained in all aspects of hazardous waste management specific to their job duties (e.g., container accumulation time requirements, labeling requirements, storage area inspection requirements, manifesting requirements, etc.)

Emergency Response Team Members are capable of and engaged in the following:

Complete this section only if you have an in-house emergency response team

- ☒ Personnel rescue procedures
- ☒ Shutdown of operations
- ☒ Liaison with responding agencies
- ☒ Use, maintenance, and replacement of emergency response equipment
- ☒ Refresher training, which is provided at least annually
- ☐ Emergency response drills, which are conducted at least (e.g., "Quarterly", etc.)

Specify:

Record Keeping

All facilities that handle hazardous materials must maintain records associated with their management. A summary of your record keeping procedures is a required module of the Hazardous Materials Business Plan (HMBP). A blank summary has been provided below for you to complete and submit if you do not already have such a document. If you already have a brief written description of your hazardous materials record keeping systems that addresses all subjects covered below, you are not required to complete this page, but you must include a copy of your existing document as part of your HMBP.

The following records are maintained at the facility (Check all that apply).

Note: This list of records does not necessarily identify every type of record required to be maintained by the facility.

- ☒ Current employees training records (to be retained until closure of the facility)
- ☒ Former employees' training records (to be retained at least three years after termination of

employment)

- ☒ Training Program(s) (i.e., written description of introductory and continuing training)
- ☒ Current copy of this Emergency Response/Contingency Plan
- ☒ Record of recordable/reportable hazardous material/waste releases
- ☒ Record of hazardous material/waste storage area inspections
- ☐ Record of hazardous waste tank daily inspections
- ☒ Description and documentation of facility emergency response drills

-
-

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DEVELOPMENT SERVICES PLANNING DIVISION

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

AGENCY REFERRAL FORM

DATE: August 6th, 2013

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

Applicant	Menlo Park Fire Protection District
Applicant's Address	170 Middlefield Road, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-688-8428
Contact Person	Ron Keefer
Business Name	Menlo Park Fire Protection District
Type of Business	Fire Station. The Applicant is proposing to reconstruct the existing Fire Station (Station #6) and is requesting approval of a 500 gallon diesel fuel storage tank.
Project Address	700 Oak Grove Avenue, Menlo Park, CA 94025

FOR OFFICE USE ONLY

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

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

Signature/Date

Name/Title (printed)

 8-8-13

Phil Scott / District Manager

Comments:



**DEVELOPMENT SERVICES
PLANNING DIVISION**

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

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

**AGENCY REFERRAL FORM
RETURN DUE DATE: Thursday, August 15, 2013**

DATE: Thursday, August 01, 2013

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

Applicant	Menlo Park Fire Protection District
Applicant's Address	170 Middlefield Road, Menlo Park, CA 94025
Telephone/Email	Tel: 650-688-8428
Contact Person	Ron Keefer
Business Name	Menlo Park Fire Protection District
Type of Business	Fire Station. The Applicant is proposing to reconstruct the existing Fire Station (Station #6) and is requesting approval of a 500 gallon diesel fuel storage tank.
Project Address	700 Oak Grove Avenue, Menlo Park, CA 94025
FOR OFFICE USE ONLY	
<input type="checkbox"/> The hazardous materials listed are not of sufficient quantity to require approval by this agency.	
<input checked="" type="checkbox"/> The Fire District has reviewed the applicant's plans and use of listed hazardous materials/chemicals and has found the proposal to be in compliance with all applicable Fire Codes.	
<input type="checkbox"/> The Fire District has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures).	
The applicant's proposal has been reviewed by the Menlo Park Fire Protection District by:	
Signature/Date <i>Ronald Keefer</i> 8/15/13	Name/Title (printed) RONALD KEEFER, Ass't FM
Comments:	



**DEVELOPMENT SERVICES
PLANNING DIVISION**

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

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

**AGENCY REFERRAL FORM
RETURN DUE DATE: Thursday, August 15, 2013**

DATE: Thursday, August 01, 2013

TO: CITY OF MENLO PARK BUILDING DIVISION

701 Laurel Street
Menlo Park, CA 94025
(650) 330-6704

Applicant	Menlo Park Fire Protection District
Applicant's Address	170 Middlefield Road, Menlo Park, CA 94025
Telephone/Email	Tel: 650-688-8428
Contact Person	Ron Keefer
Business Name	Menlo Park Fire Protection District
Type of Business	Fire Station. The Applicant is proposing to reconstruct the existing Fire Station (Station #6) and is requesting approval of a 500 gallon diesel fuel storage tank.
Project Address	700 Oak Grove Avenue, Menlo Park, CA 94025
FOR OFFICE USE ONLY	
<input type="checkbox"/> The hazardous materials listed are not of sufficient quantity to require approval by this Division.	
<input checked="" type="checkbox"/> The Building Division has reviewed the applicant's plans and listed hazardous materials/chemicals and has found that the proposal meets all applicable California Building Code requirements.	
<input type="checkbox"/> The Building Division has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures).	
The applicant's proposal has been reviewed by the City of Menlo Park's Building Division by:	
Signature/Date <i>Ron LaFrance 10/10/13</i>	Name/Title (printed) Ron LaFrance, Building Official
Comments:	

Lin, Jean P

From: Dan Rompf <drompf@smcgov.org>
Sent: Thursday, May 29, 2014 4:20 PM
To: Perata, Kyle T
Cc: Lin, Jean P
Subject: RE: Menlo Park Fire Protection District (Station #6), Hazardous Materials Use Permit, 700 Oak Grove Avenue, Menlo Park

Hi Kyle,

I believe they already have a permit with us for that site and it is approved. If you want to send another routing form over for that site specifically I can sign it and send back!! Thanks

Dan Rompf, M.S.
Hazardous Materials Specialist
(650)372-6201 Office
(650)627-8244 Fax
drompf@smcgov.org
Office Hours: 0700-1800 Tues-Fri
2000 Alameda de Las Pulgas
San Mateo, CA

If you plan to submit any documents to SMCEH please submit them electronically.

J4

ATTACHMENT K

DRAFT – December 15, 2014

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK APPROVING HERITAGE TREE REMOVAL PERMITS FOR THE PROPERTIES LOCATED AT 700 OAK GROVE AVENUE AND 1231 HOOVER STREET AND ALSO KNOWN AS ASSESSORS PARCEL NUMBERS 071-101-230 and 071-101-220

WHEREAS, on July 11, 2013 and January 14, 2014, the City of Menlo Park ("City") received applications from the Menlo Park Fire Protection District ("Project Sponsor") for the removal of three heritage trees at the property located at 700 Oak Grove Avenue and 1231 Hoover Street ("Project Site") as more particularly described and shown in "Exhibit A"; and

WHEREAS, the requested tree removals are necessary in order to redevelop the Project Site; and

WHEREAS, the removal of Heritage Trees within the City is subject to the requirements of Municipal Code Chapter 13.24, Heritage Trees; and

WHEREAS, the City Arborist reviewed the requested tree removals on January 30, 2014 and on January 30, 2014;

WHEREAS, the City Arborist determined that one of the Heritage Trees is impeding the redevelopment of the Project Site; and

WHEREAS, the City Arborist determined that one of the Heritage Trees proposed for removal experienced structural problems and was in poor health; and

WHEREAS, the City Council determined that one of the Heritage Trees proposed for removal is impeding the redevelopment of the Project Site; and [Note: this item may be included pending City Council's decision on the proposed removal of heritage tree #7]

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

WHEREAS, after notice having been lawfully given, a public hearing was scheduled and held before the Environmental Quality Commission of the City of Menlo Park on December 17, 2014 whereat all persons interested therein might appear and be heard; and

WHEREAS, the Environmental Quality Commission of the City of Menlo Park having fully reviewed, considered and evaluated all the testimony and evidence submitted in

this matter voted affirmatively to recommend to the Planning Commission and City Council of the City of Menlo Park to approve the Heritage Tree Removal Permits; and

WHEREAS, after notice having been lawfully given, a public hearing was scheduled and held before the Planning Commission of the City of Menlo Park on December 15, 2014, whereat all persons interested therein might appear and be heard; and

WHEREAS, the Planning Commission of the City of Menlo Park having fully reviewed, considered and evaluated all the testimony and evidence submitted in this matter voted affirmatively to recommend to the City Council of the City of Menlo Park to approve the Heritage Tree Removal Permits; and

WHEREAS, after notice having been lawfully given, a public hearing was scheduled and held before the City Council of the City of Menlo Park on _____, 2015 whereat all persons interested therein might appear and be heard; and

WHEREAS, the City Council of the City of Menlo Park having fully reviewed, considered and evaluated all the testimony and evidence submitted in this matter voted affirmatively to approve the Heritage Tree Removal Permits.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Menlo Park hereby approves the Heritage Tree Removal Permits as depicted on sheet AP-2 of the proposed plans and attached by this reference herein as Exhibit A, which shall be valid until _____, and can be extended for a period of one-year by the Community Development Director if requested by the applicant.

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 _____ day of _____, 2015, 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 _____, 2015.

Pamela Aguilar
City Clerk



ARBOR RESOURCES

professional consulting arborists and tree care

RECEIVED

JAN 16 2014

CITY OF MENLO PARK
BUILDING

ARBORIST REPORT

700 OAK GROVE AVENUE

MENLO PARK, CALIFORNIA

Submitted to:

Menlo Park Fire Protection District
170 Middlefield Road
Menlo Park, CA 94025

Prepared by:

David L. Babby
Registered Consulting Arborist® #399
Board-Certified Master Arborist® #WE-4001B

January 3, 2014

p.o. box 25295, san mateo, california 94402 ▪ email: arborresources@comcast.net
phone: 650.654.3351 ▪ fax: 650.240.0777 ▪ licensed contractor #796763

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EXHIBITS

<u>EXHIBIT</u>	<u>TITLE</u>
A	TREE INVENTORY TABLE (two sheets)
B	SITE MAP (one sheet)
C	PHOTOGRAPHS (five sheets)

1.0 INTRODUCTION

I have been retained by the Menlo Park Fire Protection District to prepare this *Arborist Report* in connection with the future redevelopment of **Station No. 6** located at **700 Oak Grove Avenue**, Menlo Park (the site is at the west corner of Oak Grove Avenue and Hoover Street). Specific tasks assigned are as follows:

- Visit the site (performed on June 4, 6, and 26, 2013) to identify, photograph, and evaluate 12 trees located on or overhanging the site from neighboring properties.
- Determine each tree's trunk diameter in accordance with City Code; all diameters are rounded to the nearest inch.
- Identify "heritage trees."¹
- Ascertain each tree's health and structural integrity, and assign an overall condition rating (e.g. good, fair, poor or dead).
- Comment on pertinent health, structural or site conditions.
- Determine each tree's suitability for preservation (e.g. good, moderate or low).
- Sequentially assign numbers to each tree, and plot them on a copy of the site survey (Sheet AP-19), dated 5/21/13; see Exhibit B.
- Affix round metallic tags with engraved, corresponding numbers to the trees' trunks or major limbs.
- To identify the proposed tree disposition, review the project *Site Plan* (Sheet AP-2), dated 12/10/13, and consult with the project architect.
- Develop protection measures to mitigate or avoid damage to trees planned for retention, namely #7 and 12.
- Prepare a written report that presents the aforementioned information, and submit via email as a PDF document.

¹ Section 13.24.020 of the City Code defines a "heritage tree" as follows: [1] any tree having a trunk diameter $\geq 15"$ at 54" above natural grade; [2] any oak tree native to California, and has a trunk diameter $\geq 10"$ at 54" inches above natural grade; [3] any tree $\geq 12'$ tall with a trunk diameter of $\geq 15"$ measured at the point where the trunks divide; and [4] any tree or group of trees specifically designated by the City Council for protection because of historical significance, special character or community benefit.

2.0 TREE DESCRIPTION AND DISPOSITION

Twelve (12) trees of eight various species were inventoried for this report. They are sequentially numbered as 1 thru 12, and include **six fruit trees** (#1-3 and 9-11), **two pin oaks** (#4 and 5), **one holly** (#8), and **three coast live oaks** (#6, 7 and 12).

Specific information regarding each tree is presented within the table in **Exhibit A**. Their approximate locations and assigned numbers are shown on the site map in **Exhibit B**, and photographs can be viewed in **Exhibit C**.

Of the 12 inventoried trees, **four** are defined by City Code as **heritage trees**; they include **#5, 6, 7 and 12**. Tree #5 is a pin oak within the public right-of-way, and **#6, 7 and 12** are coast live oaks.

Trees #4 and 5 are **street trees** within the **public right-of-way** along Hoover Street, in front of the existing residence, and in small, roughly square planters between the sidewalk and curb. Both have outgrown their highly-confined planters.

Tree #12's trunk is situated entirely on the **neighboring** southeastern property, near the southern corner of the subject property. The base of its trunk is about four inches from the shared fence line.

The trunks of **trees #6 thru 8** are clustered together, and their trunks are very near or span the neighboring northwest boundary near Hoover Street.

Regarding the proposed disposition, all trees **but #7 and 12** are planned for removal.

3.0 SUITABILITY FOR TREE PRESERVATION

Each tree has been assigned either a “good,” “moderate” or “low” suitability for preservation rating as a means to cumulatively measure their health, structural integrity, anticipated life span, location, size and specie type. A description of these ratings and associated tree numbers are presented below.

Good: Applies to trees #4, 5, 6, 7 and 12.

These five trees appear generally healthy and structurally stable, and provide a good potential of contributing long-term to the site and surrounding properties.

Moderate: Applies to trees #1, 2, 3, 8 and 10.

These include fruit trees #1-3 and 10, as well as one small holly suppressed in growth beneath an oak tree. They contribute to the site but at insignificant levels, and frequent care is required during their remaining life span.

Low: Applies to trees #9 and 11.

Tree #9 is an apple that has all of its foliage pruned back every year or so, and consequently, has a weak structure (although functional for fruit production). Tree #11 is a nearly dead persimmon that is beyond recovery and should be removed at this time.

4.0 TREE PROTECTION MEASURES

Recommendations presented in this section serve as measures to mitigate or avoid impacts to coast live oaks #7 and 12. I should be consulted in the event a measure cannot be implemented, and they are subject to change upon review of additional or revised plans.

1. The **Tree Protection Zone** (hereinafter "**TPZ**") is where all soil disturbance and activities should be avoided, to include, but not necessarily limited to, the following: trenching, soil scraping, stripping of topsoil, demolition, grading, soil compaction, overexcavation, subexcavation, equipment cleaning, storage of materials, staging, and equipment and vehicle operation and parking. For **tree #7**, I recommend its **TPZ** be a minimum distance of ten feet from its trunk in all directions, excluding the area within the foundation of the existing residence. For **tree #12**, I recommend its **TPZ** to include the entire unpaved planter area that is between its trunk and the existing garage foundation, to a distance of 25 feet from its trunk. Please note that this **TPZ** for #12 **assumes** the existing garage foundation is relatively deep, and as such, significant roots have been deflected along or away the foundation (versus beneath the foundation and throughout the existing garage pad); should this be found not true, the **TPZ** in the direction of the existing garage should be *at least* 12 feet from its trunk.
2. The **trash enclosure** is proposed only a few feet from tree #7's trunk, and will cover and potentially impact a substantial section of its root zone. One measure to reduce impacts is for the enclosure and pad to be **established** as far from the trunk as possible (as little as one to two feet can help). Additional, critical measures to avoid severing significant roots serving to anchor the trees into the ground and minimize root loss is as follows (and applies to the minimum area within its **TPZ**): [1] the enclosure's **slab foundation** must be established entirely on top of existing soil grade (i.e. a no-dig design) with a vertical soil cut of no more than two inches (including for base material, edging and forms); [2] **compaction** of existing or subgrade avoided (including by equipment), such as by incorporating Tensar® Biaxial **Geogrid** (www.tensarcorp.com) into the details; and [3] **soil fill** placed around the enclosure perimeter is confined to 12 inches beyond its edge.

3. **Tree protective fencing** must be installed for **tree #12** prior to demolition. It should be along (up against) the existing garage foundation and asphalt drive (edge of) to a distance of at least 25 feet from the trunk (this entire area must be enclosed by the fence, and should be installed after the wood chips are spread). The fence shall be comprised of six-foot high chain link mounted on two-inch diameter steel posts that are driven into the ground 24 inches deep.
4. **Tree protective fencing** is needed to protect **tree #7's TPZ** until the enclosure is constructed. It would consist of six-foot high chain link mounted on two-inch diameter steel posts that are driven into the ground 24 inches deep, and be placed up to (or 12 inches from) the foundation of the existing residence, and to or beyond ten feet from their trunks. Removal of the existing walkways within the designated-fenced area must be manually performed.
5. Once the enclosure is to be constructed (e.g. one day before), fencing would need to be opened to allow access (due to the close proximity of the proposed enclosure to the **tree #7's** trunk, protection fencing is not feasible along the rear of the enclosure). Protection for tree #7 at this stage would include **trunk wrap protection** and a **root zone buffer** consisting of an eight-inch layer of coarse **wood chips**; both should be installed prior to demolition. **Trunk wrap** consists of ten layers of orange-plastic fencing being wrapped around the trunk, beginning a grade and extending upward to the first lateral limbs, and two-inch thick boards are then tied around the outside of the fencing. **Wood chips** are described within the next recommendation.
6. Also prior to demolition, an eight-inch layer of coarse **wood chips** (1/4- to 3/4-inch in size and derived from a state-licensed tree-service) should be spread to cover **#12's TPZ**. For **#7**, I recommend the same is spread on the ground within its TPZ, including what becomes exposed once the existing, adjacent walkway is removed (but not against its trunk).
7. **Underground utilities, services, irrigation, swales, and any trenches** shall be routed beyond TPZs.

8. Great care must be taken during **demolition** of the existing garage foundation and asphalt drive to avoid excavating roots and soil within tree #12's TPZ, as well as removing the existing walkway within tree #7's TPZ.
9. I should be **consulted** in the event a root of **≥two inches in diameter** becomes encountered.
10. **Pruning of roots one to two inches** in diameter can occur, and should be manually performed using sharp tools (e.g. saw or loppers) that can cleanly sever the root against the tree side of an excavated area.
11. Any **existing**, unused lines, pipes or vaults requiring removal within a TPZ should be **abandoned** and cut off at existing soil grade.
12. **Spoils** created during digging shall not be piled or spread on unpaved ground within a TPZ, rather they should be temporarily piled on plywood or a tarp.
13. Any **pruning** needed must be performed in accordance with ANSI A300-2001 standards, and by a California state-licensed tree service company (D-49 classification) that has an International Society of Arboriculture (ISA) certified arborist in a supervisory role, carries General Liability and Worker's Compensation insurance, and abides by ANSI Z133.1-2006 (Safety Operations). The same company should be contracted to **remove #6** (due to its close proximity to #7).
14. Great care must be taken by **equipment operators** to position their equipment to avoid trunks and branches. I should be consulted should any conflict arise, such as a limb being exposed to scraping by equipment (and may require wrapping to avoid damage).
15. **Supplemental water** should be applied to the TPZs for each retained oak, beginning two to four weeks prior to construction, and repeated every three to four weeks thereafter through the dry months of the year (e.g. May thru October). In doing so, I recommend the unpaved ground is flooded, via slow release, with roughly five gallons of water (when considering the limited ground area) per inch of trunk diameter.

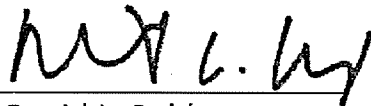
16. The **landscape design** should conform to the following additional guidelines:

- a. **Plant material** installed beneath the canopies of the oaks must be drought-tolerant, limited in amount, and planted at least five or more feet from their trunks. Plant material installed beneath the canopies of all other trees should be at least 24 to 36 inches from their trunks.
- b. **Regular irrigation** can, overtime, adversely impact the oaks and should be avoided. Irrigation for any new plant material beneath an oak's canopy should be low-volume, applied irregularly (such as only once or twice per week), and temporary (such as no more than three years).
- c. **Irrigation** should not be applied within five feet from the oak trunks, or within six inches from the trunks of all other trees (existing and proposed).
- d. **Irrigation and lighting features** (e.g. main line, lateral lines, valve boxes, wiring and controllers) should be established so that no trenching occurs within a TPZ. In the event this is not feasible, they may require being installed in a radial direction to a tree's trunk, and terminate a specific distance from a trunk (versus crossing past it). Should this not be possible, the work may need to be performed using a pneumatic air device (such as an Air-Spade®) to avoid root damage. Any Netafim tubing used should be placed on grade, and header lines installed as mentioned above.
- e. **New fencing** (posts) should be placed at least two feet from a tree's trunk (depends on the trunk size and growth pattern).
- f. **Ground cover** within TPZs should be comprised of a three- to four-inch layer of coarse wood chips or other high-quality mulch (gorilla hair, bark or rock, stone, gravel, black plastic or other synthetic ground cover should be avoided). Mulch should not be placed against the trees' trunks.
- g. **Tilling, ripping and compaction** within TPZs should be avoided.
- h. **Bender board or other edging material** proposed beneath the canopies should be established on top of existing soil grade (such as by using vertical stakes).

5.0 ASSUMPTIONS AND LIMITING CONDITIONS

- All information presented herein covers only those trees that were examined, and reflects the size, condition and areas viewed of those trees at the time of my observations on 6/4/13, 6/6/13 and 6/26/13.
- My observations were performed visually without probing, coring, dissecting or excavating. I cannot, in any way, assume responsibility for any defects that could only have been discovered by performing the mentioned services in the specific area(s) where a defect was located.
- The assignment pertains solely to trees listed in Exhibit A. I hold no opinion towards other trees on or surrounding the project area.
- I cannot provide a guarantee or warranty, expressed or implied, that deficiencies or problems of any trees or property in question may not arise in the future.
- No assurance can be offered that if all my recommendations and precautionary measures (verbal or in writing) are accepted and followed, that the desired results may be achieved.
- All information presented on the plans reviewed is assumed to be correct. I cannot guarantee or be responsible for the accuracy of information provided by others.
- I assume no responsibility for the means and methods used by any person or company implementing the recommendations provided in this report.
- The information provided herein represents my opinion. Accordingly, my fee is in no way contingent upon the reporting of a specified finding, conclusion or value.
- The tree numbers shown on the site map in Exhibit B are intended to only approximate a tree's trunk location, and should not be construed as having been surveyed.
- This report is proprietary to me and may not be copied or reproduced in whole or part without prior written consent. It has been prepared for the sole and exclusive use of the parties to who submitted for the purpose of contracting services provided by David L. Babby.
- If any part of this report or copy thereof be lost or altered, the entire evaluation shall be invalid.

Prepared By:



David L. Babby

Registered Consulting Arborist® #399

Board-Certified Master Arborist® #WE-4001B

Date: January 3, 2014



EXHIBIT A:

TREE INVENTORY TABLE

(two sheets)



TREE INVENTORY TABLE

TREE/ TAG NO.	TREE NAME	Trunk Diameter (in.)	Health Condition (100%=Best, 0%=Worst)	Structural Integrity (100%=Best, 0%=Worst)	Overall Condition (Good/Fair/Poor/Dead)	Suitability for Preservation (Good/Moderate/Low)	"Heritage Tree"	Street Tree
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1	apricot tree (<i>Prunus armeniaca</i>)	6	60%	50%	Fair	Moderate		
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Comments:

2	apple tree (<i>Malus domestica</i>)	4	70%	50%	Fair	Moderate		
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Comments: Grows mostly beneath existing roof eave.

3	orange tree (<i>Citrus sinensis</i>)	3	50%	50%	Fair	Moderate		
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Comments: Grows beneath roof eave.

4	pin oak (<i>Quercus palustris</i>)	14	70%	50%	Fair	Good		X
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Comments: Adjacent walk is raised, and near the curb it is significantly high. Trunk is outgrowing planter area.

5	pin oak (<i>Quercus palustris</i>)	16	70%	50%	Fair	Good	X	X
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Comments: Adjacent sidewalk and driveway apron are significantly raised. Trunk has well-outgrown planter area.

6	coast live oak (<i>Quercus agrifolia</i>)	17	80%	40%	Fair	Good	X	
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Comments: Main trunk divides into codominant leaders at ten feet high. Canopy grows out from beneath beneath larger oak #7. Base of trunk at the edge or may span shared property line.

7	coast live oak (<i>Quercus agrifolia</i>)	21	80%	50%	Fair	Good	X	
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Comments: Roots have raised adjacent slab. Formed by a main trunk that divides into codominant leaders at around 12 feet high. Trunk at the edge or may span shared property line.



TREE INVENTORY TABLE

TREE/ TAG NO.	TREE NAME	Trunk Diameter (in.)	Health Condition (100%=Best; 0%=Worst)	Structural Integrity (100%=Best; 0%=Worst)	Overall Condition (Good/Fair/Poor/Dead)	Suitability for Preservation (Good/Moderate/Low)	"Heritage Tree"	Street Tree
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8	English holly (<i>Ilex aquifolium</i>)	9	70%	40%	Fair	Moderate		
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Comments: Sparse canopy growing, and suppressed by, tree #7. Trunk appears to span property line.

9	apple tree (<i>Malus domestica</i>)	10	60%	30%	Poor	Low		
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Comments: Grows beneath tree #8. Has significant decay along central leader. Canopy consists entirely of watersprouts.

10	Japanese persimmon (<i>Diospyros kaki</i>)	9	80%	60%	Good	Moderate		
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Comments:

11	avocado tree (<i>Persea americana</i>)	9	10%	20%	Poor	Low		
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Comments: Tree is nearly dead (85- to 90% of canopy has died). Tree should be removed at this time.

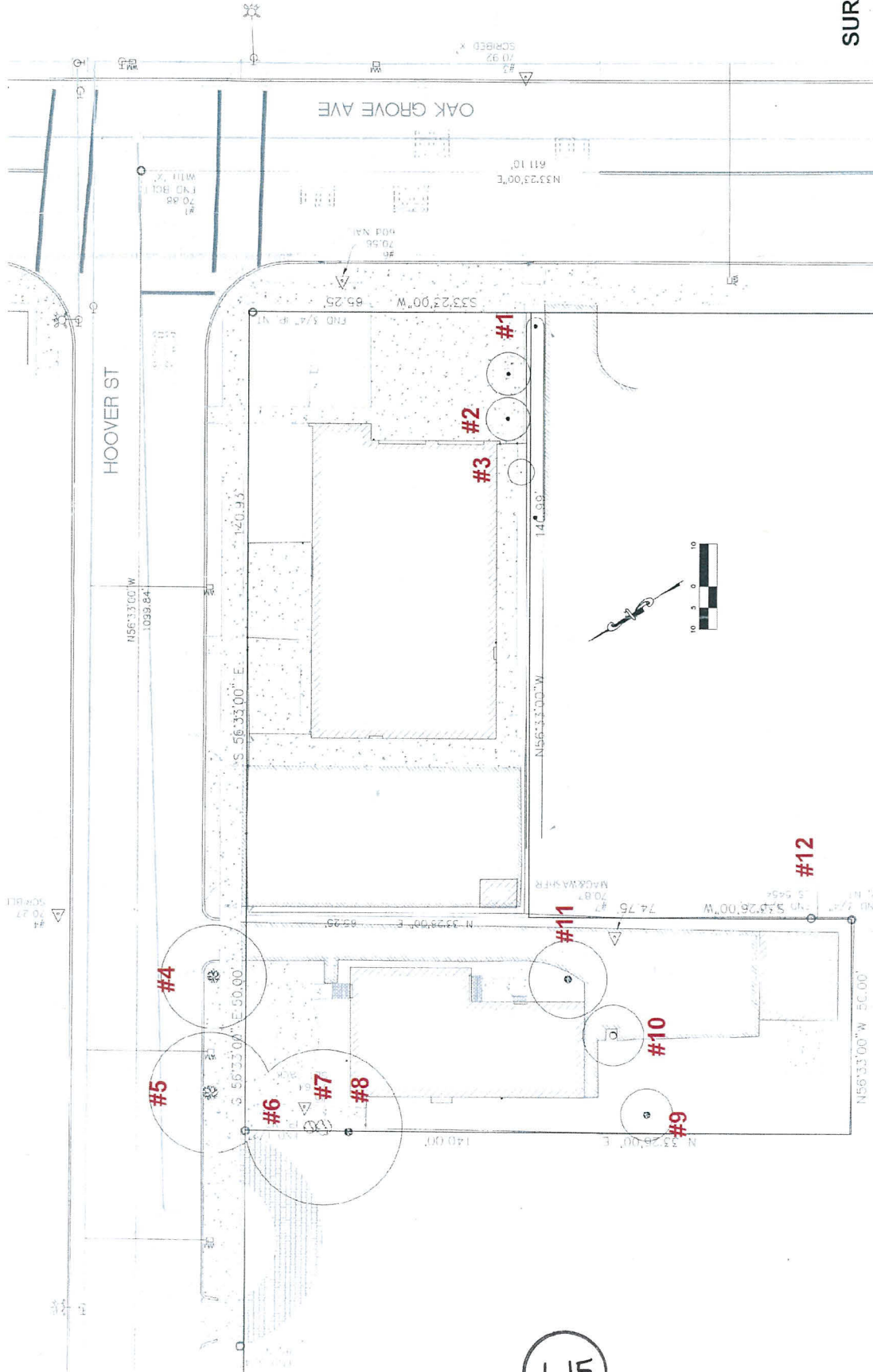
12	coast live oak (<i>Quercus agrifolia</i>)	32	80%	50%	Fair	Good	X	
----	--	----	-----	-----	------	------	---	--

Comments: On adjacent property, and base of trunk is about four inches from existing fence. Canopy is highly elevated and extends over the site by approximately 25 feet. A quadrant of the canopy overhanging the neighboring site was pruned away. On neighboring site, the area beneath the canopy (predating the recent demolition) consisted of asphalt covering a section of the root zone. Beneath the canopy on the subject site, there is the existing detached garage, concrete garage floor, asphalt drive, as well as a three-foot wide planter area between the garage foundation and fence (or trunk).

EXHIBIT B:

SITE MAP

(one sheet)



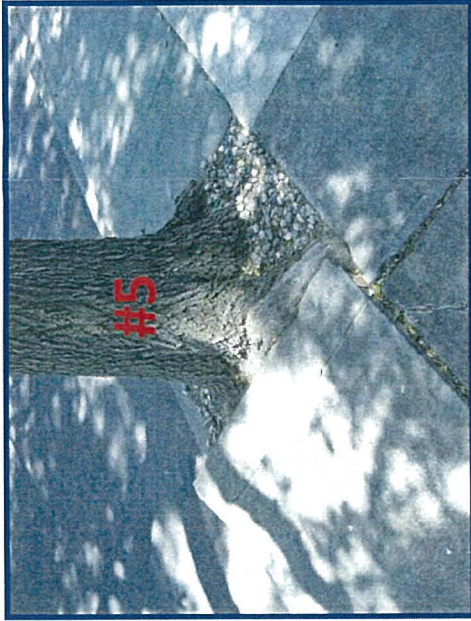
28' 12" (2000) SCALED 1" = 60'
SURVEY // AP-19

MENLO PARK FIRE PROTECTION DISTRICT STATION NO. 6

700 OAK GROVE AVENUE, MENLO PARK, CA 94025
 PLANNING SUBMITTAL - 21 MAY 2013

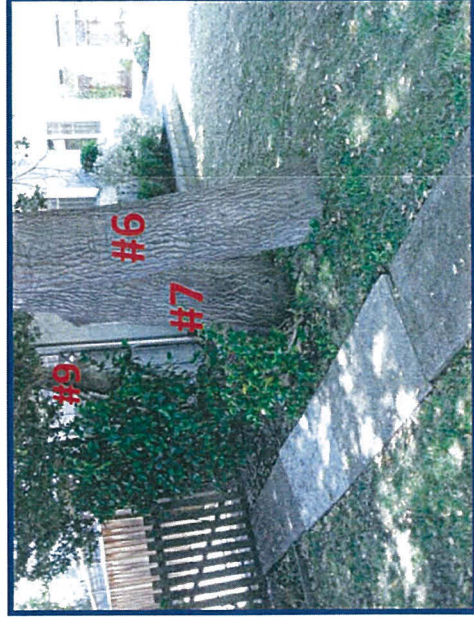
Civil:
GreenValley
 Consulting Engineers
 335 Tesconi Circle
 Santa Rosa, CA 95401
 (707) 579-0388

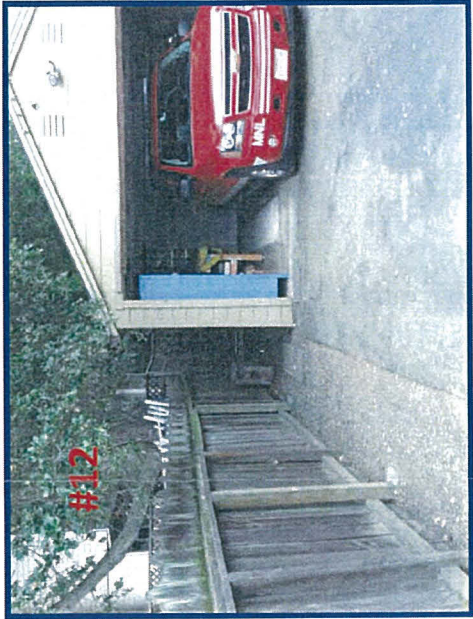
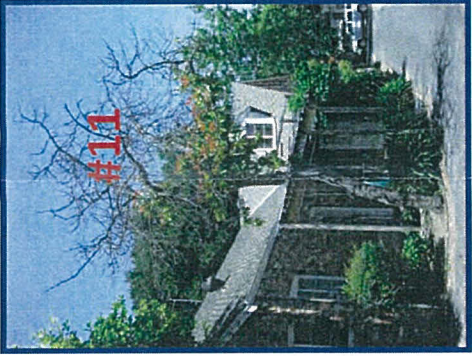
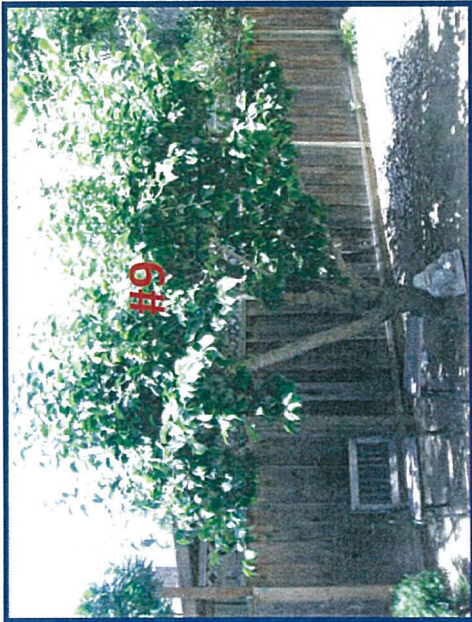
HMC
 Beverly Prior Architects
 417 MONTGOMERY STREET - 8TH FLOOR
 SAN FRANCISCO, CA 94104
 (415) 777-9422

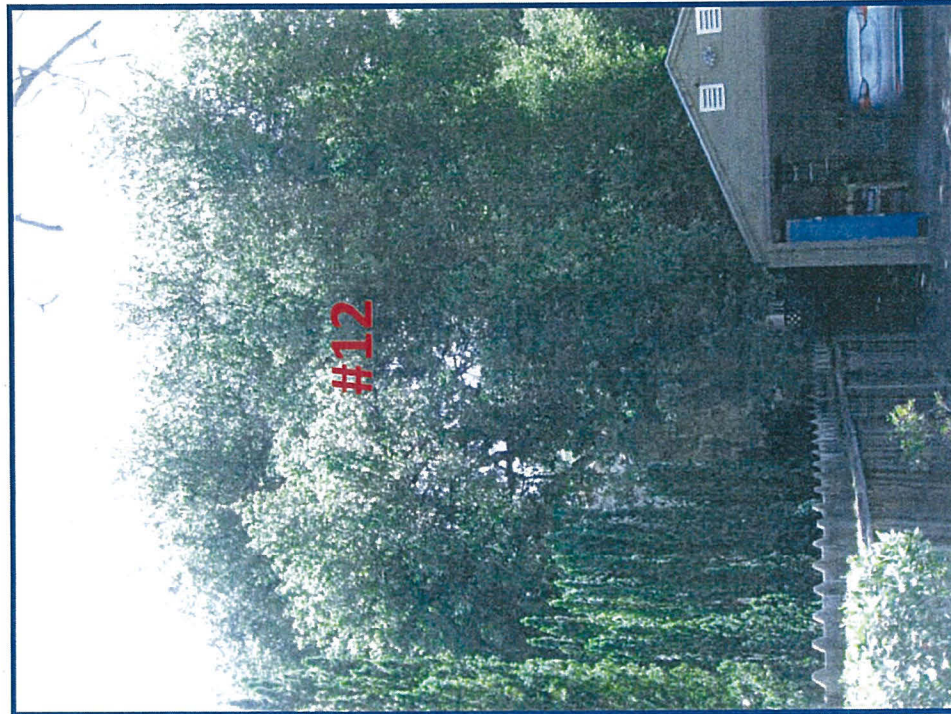


L16









MITIGATION AND MONITORING PROGRAM
Menlo Park Fire Station No. 6

Mitigation Measure	Implementation Procedure	Implementation Timing	Implementing Party	Monitoring Agency	Verification of Compliance (Name/Date)
<p>Project Measure AQ-1: Control Dust Emissions</p> <p>The applicant shall implement the following basic construction measures as recommended by the BAAQMD:</p> <ol style="list-style-type: none"> 1. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day. 2. All haul trucks transporting soil, sand, or other loose material off-site shall be covered. 3. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited. 4. All vehicle speeds on unpaved roads shall be limited to 15 mph. 5. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible and feasible. Building pads shall be laid as soon as possible and feasible, as well, after grading unless seeding or soil binders are used. 6. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points. 7. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation. 8. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations. 	<p>Incorporate dust emission control measures into plans and specifications</p> <p>Implement dust emission control measures during construction</p>	<p>Prior to issuance of grading or building permit</p> <p>During construction</p>	<p>Applicant</p> <p>Applicant</p>	<p>Planning, Building, and Engineering Divisions</p> <p>Building and Engineering Divisions</p>	

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MITIGATION AND MONITORING PROGRAM
Menlo Park Fire Station No. 6

Mitigation Measure	Implementation Procedure	Implementation Timing	Implementing Party	Monitoring Agency	Verification of Compliance (Name/Date)
Project Measure AQ-2: Select Low-emission Equipment during Construction Such equipment selection would include the following: <ol style="list-style-type: none"> 1. All diesel-powered off-road equipment larger than 50 horsepower and operating at the site for more than two days continuously shall meet U.S. EPA particulate matter emissions standards for Tier 2 engines or equivalent; and 2. All diesel-powered portable equipment (e.g., air compressors, cement and mortar mixers, concrete/industrial saws, and welders) operating at the site for more than 2 days continuously shall meet U.S. EPA particulate matter emissions standards for Tier 4 engines or equivalent; or the construction contractor shall use other measures to minimize construction period diesel particulate matter emissions to reduce the predicted cancer risk below the threshold. Such measures may include the use of line power instead of generators, alternative fuels (e.g., LPG, biofuels), added exhaust devices, or a combination of measures, provided that these measures are demonstrated to provide the necessary DPM and PM2.5 emission reductions and are approved by the lead agency. 	Incorporate requirements into plans and specifications Implement emission controls during construction	Prior to issuance of demolition, grading, or building permit During construction	Applicant Applicant	Planning and Building Divisions Building Division	

N2

MITIGATION AND MONITORING PROGRAM
Menlo Park Fire Station No. 6

Mitigation Measure	Implementation Procedure	Implementation Timing	Implementing Party	Monitoring Agency	Verification of Compliance (Name/Date)
Project Measure BIO-1: Special-Status Avian Surveys and Active Nest Avoidance <p>Tree removals shall be prioritized to occur during the non-breeding season (August 31 to January 31). If trees are removed during the breeding season (February 1 to August 31), then the applicant shall require that a qualified wildlife biologist experienced in identifying birds and their habitat conduct a pre-construction survey for nesting special status birds and migratory passerines and raptors. The survey shall be completed within seven days prior to tree removal. If no nesting birds are observed, then no further action is required so long as trees are removed.</p> <p>If active bird nests are observed during the pre-construction survey, and if the wildlife biologist determines that construction activities would likely disrupt nesting activities, then the applicant's construction contractor shall establish a disturbance-free buffer zone around the nest tree(s) until the young have fledged, as determined by a qualified biologist. The extent of the required buffer zone would be determined by the wildlife biologist in consultation with the California Department of Fish and Wildlife and would depend on the species' sensitivity to disturbance, which can vary. To delineate the buffer zone around a nesting tree, orange construction fencing shall be placed at the specified radius from the base of the tree within which machinery and workers shall not intrude.</p>	Incorporate requirements into plans and specifications	Prior to issuance of demolition, grading, or building permit	Applicant	Planning Division	
	Conduct special-status avian survey	Within seven days prior to tree removal in the period between February 1 to August 31, prior to issuance of demolition, grading, or building permit	Qualified Wildlife Biologist retained by the Applicant	Planning Division	
	Install and maintain buffer zones, if necessary	Until nesting birds have fledged	Applicant	Planning and Building Divisions	

N3

MITIGATION AND MONITORING PROGRAM
Menlo Park Fire Station No. 6

Mitigation Measure	Implementation Procedure	Implementation Timing	Implementing Party	Monitoring Agency	Verification of Compliance (Name/Date)
Project Measure BIO-2: Pre-construction Special-status Bat Assessment Prior to construction, the applicant shall have a Bat Habitat Assessment conducted for the properties at 700 Oak Grove Avenue and 1231 Hoover Street. The Habitat Assessment shall be completed by a qualified biologist (e.g., a biologist holding a California Department of Fish and Wildlife collection permit and a Memorandum of Understanding with the California Department of Fish and Wildlife allowing the biologist to handle and collect bats). The Habitat Assessment shall evaluate the buildings to be demolished, as well as the trees to be removed that have a breast height diameter greater than 10 inches. The Habitat Assessment shall evaluate the buildings and trees for suitable entry points and roost features, and shall provide focused daytime surveys for day-roosting bats. If a special-status bat species is found, or if suspected day roosts for special-status bats are identified, then the Habitat Assessment shall identify suitable performance measures for avoiding impacts to roosts, which may include, but would not be limited to: <ul style="list-style-type: none"> • Consultation with the California Department of Fish and Wildlife to determine appropriate measures for protecting bats with young if present, and for implementing measures to flush and exclude non-breeding bat colonies during construction process. • Phased removal of trees where selected limbs and branches not containing cavities are removed using chainsaws on the first day, with the remainder of the tree removed using chainsaws or other equipment on the second day 	Incorporate requirements into plans and specifications Conduct bat habitat assessment	Prior to issuance of demolition permit Prior to issuance of demolition permit	Applicant Qualified Biologist retained by the Applicant	Planning Division Planning and Building Divisions	
	Implement performance measures identified in habitat assessment, if necessary	During construction	Applicant	Building Division	

N4

MITIGATION AND MONITORING PROGRAM
Menlo Park Fire Station No. 6

Mitigation Measure	Implementation Procedure	Implementation Timing	Implementing Party	Monitoring Agency	Verification of Compliance (Name/Date)
Project Measure CR-1: Treatment of Carriage House The following methods are recommended to ensure the appropriate treatment of the building. <ul style="list-style-type: none"> Catalogue all materials or building elements that are required to be removed for the relocation of the Carriage House, including but not limited to, the cupola, the interior design bracing, any wood shingles, and any exterior wood siding. Care shall be taken with the installation of any temporary structural bracing such that it will not damage any existing materials, and that when the bracing is removed, the integrity of the structure shall remain intact. Any material that is broken or deteriorated shall be replaced in kind, including any wood siding or roof shingles that may require replacement from the removal and reinstallation of the cupola. The structural connection of the building to the new foundation shall be within the crawl space and shall not be visible at the building's exterior or interior. Any subsequent repairs or upgrades to the building shall comply with the Secretary of Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings. 	Incorporate recommended treatment methods into plans and specifications	Prior to issuance of building permit	Applicant	Planning and Building Divisions	
	Implement treatment methods during construction for protection of Carriage House	During construction	Applicant	Building Division	

N5

MITIGATION AND MONITORING PROGRAM
Menlo Park Fire Station No. 6

Mitigation Measure	Implementation Procedure	Implementation Timing	Implementing Party	Monitoring Agency	Verification of Compliance (Name/Date)
Project Measure CR-2: Avoid or Minimize Impacts to Unanticipated Archaeological Resources If archaeological materials are encountered during construction activities, all construction activities within 50 feet shall immediately halt, the City shall be notified, and the find shall be inspected by a qualified archaeologist. Project personnel shall not collect any cultural materials. If the archaeologist determines that the find potentially qualifies as a unique archaeological resource for purposes of CEQA (CEQA Guidelines Section 15064.5(c)(3)), all work must be stopped in the immediate vicinity to allow the archaeologist to evaluate any materials and recommend appropriate treatment. Such treatment and resolution shall include either modifying the project to allow the materials to be left in place, or undertaking data recovery of the materials in accordance with standard archaeological methods.	Incorporate requirements into plans and specifications	Prior to issuance of demolition, grading, or building permit	Applicant	Planning Division	
	On-site observation by Contractor	During construction	Applicant	Planning and Building Divisions	
	Stop work and notify qualified archaeologist to conduct evaluation if suspected archaeological resources are encountered	During construction	Applicant and Qualified Archaeologist retained by the Applicant	Planning and Building Divisions	
	Implement treatment procedures as described in evaluation, if applicable	During construction	Applicant and Qualified Archaeologist retained by the Applicant	Planning and Building Divisions	

N6

MITIGATION AND MONITORING PROGRAM
Menlo Park Fire Station No. 6

Mitigation Measure	Implementation Procedure	Implementation Timing	Implementing Party	Monitoring Agency	Verification of Compliance (Name/Date)
Project Measure CR-3: Avoid or Document Unknown Paleontological Resources If a paleontological resource is discovered during construction, all ground disturbing activities within 50 feet of the find shall be temporarily halted, and a qualified paleontologist shall be notified to document the discovery as needed, evaluate the potential resource, and assess the nature and significance of the find. Based on the scientific value or uniqueness of the find, the paleontologist may record the find and allow work to continue, or recommend salvage and recovery of the material, if it is determined that the find cannot be avoided. The paleontologist shall make recommendations for any necessary treatment that is consistent with currently accepted scientific practices.	Incorporate requirements into plans and specifications	Prior to issuance of demolition, grading, or building permit	Applicant	Planning Division	
	On-site observation by Contractor	During construction	Applicant	Planning and Building Divisions	
	Stop work and notify qualified paleontologist to conduct evaluation if suspected paleontological resources are encountered	During construction	Applicant and Qualified Paleontologist retained by the Applicant	Planning and Building Divisions	
	Implement treatment procedures as described in evaluation, if applicable	During construction	Applicant and Qualified Paleontologist retained by the Applicant	Planning and Building Divisions	

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MITIGATION AND MONITORING PROGRAM
Menlo Park Fire Station No. 6

Mitigation Measure	Implementation Procedure	Implementation Timing	Implementing Party	Monitoring Agency	Verification of Compliance (Name/Date)
Project Measure CR-4: Procedures for Encountering Human Remains <p>California Health and Safety Code Section 7050.5 states that it is a misdemeanor to knowingly disturb a human grave. If human remains are encountered, work shall halt in the vicinity and the County Coroner shall be notified. At the same time, a qualified archaeologist shall be contacted to evaluate the situation. If human remains are of Native American origin, the San Mateo County Coroner shall notify the Native American Heritage Commission within 24 hours of identification, pursuant to Public Resources Code 5097.98, which would appoint a Most Likely Descendant (MLD) (Public Resources Code Section 5097.98). A qualified archaeologist, the applicant, and the MLD shall make all reasonable efforts to develop an agreement for the treatment, with appropriate dignity, of any human remains and associated or unassociated funerary objects (CEQA Guidelines Section 15064.5[d]). The agreement would take into consideration the appropriate excavation, removal, recordation, analysis, custodianship, and final disposition of the human remains and associated or unassociated funerary objects. The Public Resources Code allows 48 hours to reach agreement on these matters. If the MLD and the other parties could not agree on the reburial method, the applicant shall follow Section 5097.98(b) of the Public Resources Code, which states that "the landowner or his or her authorized representative shall reinter the human remains and items associated with Native American burials with appropriate dignity on the property in a location not subject to further subsurface disturbance."</p>	Incorporate the procedures for encountering human remains into plans and specifications	Prior to issuance of demolition, grading, or building permit	Applicant	Planning Division	
	On-site observation by contractor	During construction	Applicant	Planning and Building Divisions	
	Notify County Coroner if human remains or graves are encountered	During construction	Applicant	Planning and Building Divisions	
	Notify qualified archaeologist to conduct evaluation if human remains or graves are encountered	During construction	Applicant and Qualified Archaeologist retained by the Applicant	Planning and Building Divisions	
	Notify Native American Heritage Commission within 24-hours of identification pursuant to PRC 5097.98	During construction	Applicant and Qualified Archaeologist retained by the Applicant	Planning and Building Divisions	

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MITIGATION AND MONITORING PROGRAM
Menlo Park Fire Station No. 6

Mitigation Measure	Implementation Procedure	Implementation Timing	Implementing Party	Monitoring Agency	Verification of Compliance (Name/Date)
<p>Mitigation Measure HAZ-1: Prepare Soil Management Plan</p> <p>The applicant shall prepare and implement a Soil Management Plan for excavation activities in the vicinity of the former underground storage tank at 700 Oak Grove Avenue. Elements of the Soil Management Plan shall include, but would not necessarily be limited to, the following:</p> <ul style="list-style-type: none"> Measures to address hazardous materials and other worker health and safety issues during construction, including the specific level of protection required for construction workers. This shall include preparation of a site-specific health and safety plan in accordance with federal OSHA regulations (29 CFR 1910.120) and Cal-OSHA regulations (8 CCR Title 8, Section 5192) to address worker health and safety issues during construction. Monitoring of excavation activities in the vicinity of the former underground storage tank at 700 Oak Grove Avenue for soil contamination. Monitoring shall include, at minimum, visual and organic vapor monitoring by personnel with appropriate hazardous materials training, including 40 hours of Hazardous Waste Operations and Emergency Response (HAZWOPER) training. If visual and organic vapor monitoring indicates signs of suspected contaminated soil, then soil samples shall be collected and analyzed to characterize soil quality. Provisions for excavation, stockpiling, and disposal of any contaminated soil. This shall include the segregation of contaminated soils from non-contaminated soils, and procedures necessary to ensure that contaminated soils are stored, managed, and disposed of in a manner that is protective of human health and in accordance with applicable laws and regulations. 	<p>Prepare a Soil Management Plan</p> <p>Implement Soil Management Plan control measures</p>	<p>Prior to grading permit issuance</p> <p>During construction</p>	<p>Applicant</p> <p>Applicant</p>	<p>Planning and Building Divisions</p> <p>Building Division</p>	

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MITIGATION AND MONITORING PROGRAM
Menlo Park Fire Station No. 6

Mitigation Measure	Implementation Procedure	Implementation Timing	Implementing Party	Monitoring Agency	Verification of Compliance (Name/Date)
<p>Project Measure NOI-1: Reduce Construction-Related Noise</p> <p>Construction activities shall be conducted in accordance with the requirements of the City of Menlo Park Municipal Code Chapter 8.06, Noise.</p> <ul style="list-style-type: none"> Construction activity shall be allowed only between the hours of 8:00 a.m. and 6:00 p.m. Monday through Friday. If construction outside of these hours is necessary, the applicant shall submit a formal request to the City of Menlo Park for consideration. Install temporary noise barriers, such as temporary plywood fences and acoustical blankets to screen areas where concrete sawing will occur. Temporary noise barriers shall reduce construction noise levels by at least 5 dBA at a distance of 50 feet from the source. The temporary noise barriers shall interrupt the line-of-sight from adjacent receptors within 50 feet of the construction areas where concrete sawing would occur, which would provide a minimum of 5 dBA of noise reduction. Signs shall be posted at the construction site that includes permitted construction days and hours, including a contact number for the construction supervisor in the event of problems. Best available noise control practices, including mufflers, intake silencers, ducts, engine enclosures, and acoustical attenuating shields or shrouds shall be used for equipment and trucks to minimize construction noise impacts. If impact equipment (e.g., jack hammers, pavement breakers, etc.) is needed during construction, hydraulically or electric-powered equipment shall be used wherever feasible to avoid the noise associated with compressed-air exhaust from pneumatically powered tools. However, where use of pneumatically powered tools is unavoidable, an exhaust muffler on the compressed-air exhaust shall be used. External jackets on the tools themselves shall also be used if available and feasible. Stationary noise sources shall be located as far from sensitive noise receptors as feasible. If they must be located near receptors, adequate muffling (with enclosures where feasible and appropriate) shall be used to reduce noise level to below 85 dBA at the nearest sensitive receptor. Enclosure openings or venting shall face away from sensitive noise receptors. Maintain the equipment properly to minimize extraneous noise due to squeaking or rubbing machinery parts, damaged mufflers, or misfiring engines. 	<p>Incorporate construction-related noise controls into plans and specifications</p> <p>Implement construction-related noise controls</p>	<p>Prior to issuance of demolition, grading, or building permit</p> <p>During construction</p>	<p>Applicant</p> <p>Applicant</p>	<p>Planning and Building Divisions</p> <p>Building Division</p>	

ATTACHMENT O

Draft – December 15, 2014

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK ADOPTING A MITIGATED NEGATIVE DECLARATION AND ADOPTING A MITIGATION MONITORING AND REPORTING PROGRAM FOR THE MENLO PARK FIRE STATION 6 PROJECT FOR PROPERTIES LOCATED AT 700 OAK GROVE AVENUE AND 1231 HOOVER STREET

WHEREAS, the Menlo Park Fire Protection District ("Project Sponsor") submitted an application to construct a new fire station and associated site improvements at 700 Oak Grove Avenue and 1231 Hoover Street in the City of Menlo Park ("City"); and

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

WHEREAS, a Notice of Completion was filed with the State Clearinghouse on November 13, 2014; and

WHEREAS, the Mitigated Negative Declaration was released for public comment beginning November 13, 2014 and ending December 15, 2014; and

WHEREAS, the Planning Commission held a duly noticed public hearing on December 15, 2014 to review and consider the Mitigated 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 Mitigated Negative Declaration and adoption of the Mitigation Monitoring and Reporting Program; and

WHEREAS, the City Council held a duly noticed public hearing on ____, 2015 to review and consider the Mitigated Negative Declaration and the Project, at which all interested persons had the opportunity to appear and comment; and

WHEREAS, the Mitigated 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, Menlo Park City Hall, 701 Laurel Street; and

WHEREAS, the City Council finds that the Mitigated 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 Mitigated 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 Mitigated Negative Declaration and adopts the Mitigation Monitoring and Reporting Program 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 ____ day of _____, 2015, 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 _____, 2015.

Pamela Aguilar
City Clerk

October 22, 2014

City of Menlo Park
Planning Committee

RE: Construction of a Fire Station
700 Oak Grove Avenue and 1231 Hoover Street

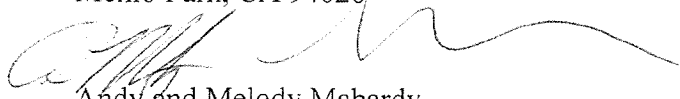
Dear Commissioners:

As the property owner's of 705-711 Elizabeth Lane (consisting of 4 residential unit), we would like to address some concerns regarding the construction plans of the firehouse specifically the Carriage House and Engine display structures which are set back no more than 5' from the property line. This close proximity raises several concerns. The height of the 22' structures would greatly impede/prevent natural light from reaching our property and the residents living there. And being so close it would have a towering effect also creating a lack of privacy and noise concerns for those residents. As for the display structure, the roll up glass doors being so close to the property would create much more ambient light and noise for the residents.

We have been proud property owners in the city of Menlo Park for many years and embrace the development of this great city. We simply ask that you take these concerns into consideration as you proceed with this development.

Thank you,

Bethan Management
P.O. Box 7303
Menlo Park, CA 94026



Andy and Melody Mabardy
libmgmt@yahoo.com
650.773.3748

Lin, Jean P

From: Property Management <libmgmt@yahoo.com>
Sent: Wednesday, December 10, 2014 1:36 PM
To: Lin, Jean P
Subject: Re: Fire Station #6 Re-build plans 700 Oak Grove Avenue and 1231 Hoover Street

Yes. Engine display and carriage.

Thanks,

Andy

Sent from my iPad

On Dec 10, 2014, at 11:42 AM, "Lin, Jean P" <jplin@menlopark.org> wrote:

Hi Andy and Melody,

Thank you for your letter and feedback. Just wanted to verify that where you refer to "buildings" in your letter, you are referring to the historic engine display building and the carriage house, and not the new firehouse. I am assuming these are the two structures you are referring to per our previous discussions, but just wanted to be sure.

Thanks,

Jean Lin
Associate Planner
City of Menlo Park
701 Laurel Street
Menlo Park, CA 94025
phone (650) 330-6735
email jplin@menlopark.org
www.menlopark.org

From: Property Management [<mailto:libmgmt@yahoo.com>]
Sent: Tuesday, December 09, 2014 11:43 AM
To: Lin, Jean P
Cc: Jon Hitchcock; carter@cjwarchitecture.com; Bill Gutsell; Jerry Wings
Subject: Fire Station #6 Re-build plans 700 Oak Grove Avenue and 1231 Hoover Street

Hello Jean,

Attached are our written comments regarding Fire Station #6, please include comments for planning commission meeting December 15, 2014.

Can we get a copy of agenda for the public hearing December 15, 2014, @ 7pm.

Thank You,

December 9 , 2014

City of Menlo Park Planning Commission
701 Laurel Street
Menlo Park, CA 94025

Ref: Fire Station #6 Re-build plans 700 Oak Grove Avenue and 1231 Hoover Street

Dear Planning Commissioners and Staff;

We are owners of the 4 unit apartment complex at 705 Elizabeth Lane. This property has been in the family for many years. Our parents lived in the rear unit, and it is our intention to occupy that unit in the future to be near downtown after we retire.

Over the past month we have exchanged correspondence and had a productive site meeting with John Hitchcock of the Fire District and their Architects, CJW Architecture. We have been concerned about the impact of the project on our property which shares a rear property line. Over a series of conversations, the District has agreed to move the buildings farther away from the property line. Even though we were hoping they could move it farther away, we understand their design and circulation constraints. We also discussed use of the building, privacy, light and noise intrusion, and landscape planting at the rear of these buildings.

We want to support the project, but also want to be sure the following reasonable items discussed with the Fire District are conditions of their approval:

1. That landscaping and plant materials between these new buildings and our property be discussed with us and acceptable to us; we do not want a continuous hedge or thick trees that will grow up and create a high wall effect. We simply would like to work with them to discuss the details and location of plantings and trees.
2. That the buildings will not be used for an active fire station purpose (as was mentioned it might be in the future) but that it is solely used for historic engine displays, storage and occasional tours, without noisy maintenance, repairs, bells or alarms.
3. That there will be no public assembly or noisy events in or at the rear of these buildings.
4. That interior lights and any exterior lights at the rear are left off in the evening and night to avoid light pollution into our windows and yard from the rear facing glass or wall mounted lights. If this is not possible, we would ask that the rear facing glass be eliminated in favor of skylights.

We would like to thank the Fire District and their Architects for listening to our concerns and for making the positive changes to the plans.

Thank You for your consideration.

Very Truly Yours,

A handwritten signature in black ink, appearing to be 'Bethan Management, LLC', written over a horizontal line.

Bethan Management, LLC
Andy and Melody Mabardy
P.O. Box 7303
Menlo Park, Ca 94026
650-529-1975
libmgmt@yahoo.com

CC: Jean Lin, Planning Department
CC: John Hitchcock, Menlo Park Fire Protection District
CC: CJW Architecture
CC: Jerry Wings



12/10/14

Ms. Jean Lin
Planning Department
City of Menlo Park
701 Laurel Street
Menlo Park CA 94025

PROJECT: 2014-1500: Menlo Park Fire Protection District
Fire Station 6
700 Oak Grove Avenue
Menlo Park, CA
Elizabeth Lane neighbor comment response
PLN-2013-00070

Dear Ms. Lin:

In reponse to Elizabeth Lane neighbors Melody and Andy Mabardy's comment letter dated December 9, 2014, and forwarded to us, we respectfully offer the following responses to their comments. We wish to reiterate that the District and we are willing to work together with the Mabardys toward a mutuallly agreed upon solution.

Comments

1. That landscaping and plant materials between these new buildings and our property be discussed with us and acceptable to us; we do not want a continuous hedge or thick trees that will grow up and create a high wall effect. We simply would like to work with them to discuss the details and location of plantings and trees.

RESPONSE: We had a productive meeting with the Mabardy's and their architect, Jerry Wings, several weeks ago to discuss their concerns. As a result of the meeting and as a "good neighbor" gesture, the District moved the proposed Carriage House and the Vehicle Storage Building away from their property line as far as possible given other site constraints. We also proposed a row of Fern Pines along the District's side of the property line. Depeding on how they are maintained, Fern Pines can grow to either a solid hedge or they can be spaced farther apart to be more transparent, more tree like. Fern Pines were suggested as there are others in the proposed landscape plan.

The Fern Pine suggestion is not what the Mabardy's have in mind. Due to the Thanksgiving holiday, several potentail meeting participants were not available. Thus, additional meetings to discuss what they might prefer and incorporate the changes into the many plan sheets was not possible. We were also addressing Planning comments and up against a submittal deadline.

In lieu of a meeting with the Mabardy's, we included in our repsonse to the Planning comments that the buildings had been relocated per their request and that '..... we will continue to work with the neighbor to determine an acceptable planting scheme in the subject area.'

2. That the buildings will not be used for an active fire station purpose (as was mentioned it might be in the future) but that it is solely used for historic engine displays, storage and occasional tours, without noisy maintenance, repairs, bells or alarms.

RESPONSE: During the on site meeting, the District indicated the Engine Storage building will be used for engine storage, primarily the antique fire engines the District owns. The District also has modern day engines that are "reserves". That is, they are operational but stored. If other storage space is not available a "reserve" may be stored in the Engine Storage Building. A "reserve" engine would be used only if one of the other operational engines had a mechanical failure. At that point, the "reserve" will be put into service while the other non-functioning engine is repaired at the District's off site repair facility. The "reserve" would operate out of the fire station, not the Engine Storage building. It would return to the Engine Storage building when the other engine is repaired and put back into operation.

3. That there will be no public assembly or noisy events in or at the rear of these buildings.

RESPONSE: To enact a condition of approval that requires "... no public assembly or noisy events..." seems overly restrictive.

Per the Station Tours section of the previously submitted Project Description letter:

All of the District's Fire Stations offer Station tours to the public. Tours must be scheduled in advance and typically last 30 minutes. Each tour typically involves a guided tour through the first floor of the station, a viewing of the interior and exterior of the apparatus, a demonstration on the use of protective equipment and firefighting tools, and unique to Fire Station 6, it will also include a viewing of the antique fire apparatus which will be located in the Engine Display structure and viewing of the adjacent carriage house.

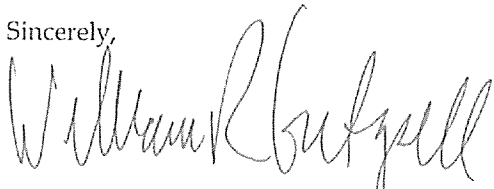
Currently there are approximately 12 station tours at Station 6 per year. Larger tour sizes typically range from 10-20 persons. Most of the residents that tour this location tend to be located nearby and can walk from their homes to the Station.

4. That interior lights and any exterior lights at the rear are left off in the evening and night to avoid light pollution into our windows and yard from the rear facing glass or wall mounted lights' If this is not possible, we would ask that the rear facing glass be eliminated in favor of skylights.

RESPONSE: Interior lights of the engine display and carriage house will only be on when in use, typically during the day time. If someone needed to enter the subject building at night and/or for safety, the exterior light above the rear main door exit will be on a motion/time sensor.

I trust the above responses answer any questions that the Mabardy's, you or others may have. If questions arise, please contact me.

Sincerely,



William R. Gutzsell, Senior Associate Architect

c.c. Jon Hitchcock, MPFPD

Melody and Andy Mabardy, Bethan Management

Jerry Winges, Winges Architects

STATE OF CALIFORNIA—CALIFORNIA STATE TRANSPORTATION AGENCY

EDMUND G. BROWN Jr., Governor

DEPARTMENT OF TRANSPORTATION

DISTRICT 4

P.O. BOX 23660, MS-10D

OAKLAND, CA 94623-0660

PHONE (510) 286-6053

FAX (510) 286-5559

TTY 711

<http://www.dot.ca.gov/dist4/>*Serious Drought.
Help save water!*

December 11, 2014

SM082291
SM-82-0.85
SCH# 2014112030Ms. Jean Lin
City of Menlo Park
Department of Planning
701 Laurel Street
Menlo Park, CA 94025

Dear Ms. Lin:

Menlo Park Fire Station No. 6 – Mitigated Negative Declaration

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the above project. The following comments are based on the Mitigated Negative Declaration. As lead agency, the City of Menlo Park is responsible for all project mitigation, including any needed improvements to state highways.

Transportation Permit

Project work that requires movement of oversized or excessive load vehicles on state roadways, such as State Route 82 requires a transportation permit that is issued by Caltrans. To apply, a completed transportation permit application with the determined specific route(s) for the shipper to follow from origin to destination must be submitted to the following address: Transportation Permits Office, 1823 – 14th Street, Sacramento, CA 95811-7119.

See the following website link for more information: <http://www/hq/traffops/permits/>

Transportation Management Plan

If it is determined that traffic restrictions and detours are needed on or affecting the state highway system, a Transportation Management Plan (TMP) or construction Traffic Impact Study may be required and approved by Caltrans prior to construction. TMPs must be prepared in accordance with *California Manual on Uniform Traffic Control Devices (CA-MUTCD)*.

Further information is available for download at the following web address:

<http://www.dot.ca.gov/hq/traffops/signtech/mutcdsupp/pdf/camutcd2012/Part6.pdf>

Ms. Jean Lin/City of Menlo Park
December 11, 2014
Page 2

Please ensure that such plans are also prepared in accordance with the transportation management plan requirements of the corresponding jurisdictions. For further TMP assistance, please contact the Office Traffic Management Plans at (510) 286-4579

Please feel free to call or email Sandra Finegan at (510) 622-1644 or sandra_finegan@dot.ca.gov with any questions regarding this letter.

Sincerely,



ERIK ALM, AICP
District Branch Chief
Local Development – Intergovernmental Review

c: State Clearinghouse



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF DECEMBER 15, 2014
AGENDA ITEM D2

LOCATION:	1100 Merrill Street (Portion Closest to Ravenswood Avenue)	APPLICANT:	Benjamin T. Himlan, Off the Grid
EXISTING USE:	Caltrain Parking Lot	PROPERTY OWNER:	Peninsula Corridor Joint Powers Board
PROPOSED USE:	Weekly Food Truck Market	APPLICATION:	Use Permit Extension
ZONING:	SP-ECR/D (El Camino Real/Downtown Specific Plan) - SA E (Station Area East)		

PROPOSAL

The applicant is requesting an extension 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. The event would continue to occur on Wednesday evenings between 5:00 p.m. and 9:00 p.m., with setup starting at 3:30 p.m. and cleanup concluding at 10:00 p.m. The event would continue to include amplified live music (typically consisting of one to two musicians playing predominantly acoustic instruments) and generator use, which may exceed Noise Ordinance limits. The use permit term would be extended from its current expiration date of February 19, 2015, to February 19, 2020.

BACKGROUND

On January 13, 2014, the Planning Commission reviewed a request for a use permit for a weekly food truck market at 1100 Merrill Street. At this meeting, the Commission considered a number of comments from members of the public, asked questions of the applicant, and ultimately voted to approve the use permit per the staff recommendation (which included a one-year term), with an additional requirement for an initial review six months after the commencement of operations. The first event was held on February 19, 2014, and the market has operated every Wednesday evening since then.

On September 8, 2014, the Planning Commission conducted the required six-month review. This review provided an opportunity for the applicant, staff, the public, and the Planning Commission to consider and comment on the operations to date. As part of this review, the City received a number of emails and postcards supporting the market, which were distributed to the Planning Commission. In addition, the Planning Commission considered public comment from two individuals at the meeting (one in support, one in opposition). No action was required at the six-month check-in, but individual Commissioners generally expressed support for the market and appreciation for it bringing a new type of food/social option to town.

ANALYSIS

Site Location

The subject site currently serves as the Menlo Park Caltrain station, and has an overall address of 1100 Merrill Street. The historic station building at the center of this parcel is occupied by the Menlo Park Chamber of Commerce. The weekly food truck market would continue to take place in a surface parking area at the southern corner of the site, adjacent to the intersection of Merrill Street and Ravenswood Avenue. This area is located next to the former baggage building, which is addressed 1090 Merrill Street and which is occupied by the West Bay Model Railroad Association and a bicycle parking area.

Within the Specific Plan, the parcel is zoned SA E (Station Area East) and is part of the Downtown/Station Area Retail/Mixed Use land use designation. The parcel is owned by the Peninsula Corridor Joint Powers Board, which operates the Caltrain commuter rail service and which has authorized this application.

Project Description

The applicant, Off the Grid, is requesting a use permit extension for a recurring special event, a weekly food truck market on Wednesday nights. Off the Grid currently operates a number of similar food truck markets throughout the Bay Area. The event would continue to take place between 5:00 P.M. and 9:00 P.M., with setup starting at 3:30 P.M. and cleanup concluding by 10:00 P.M. The market would occur every week, regardless of weather. The market would continue to feature between eight and 12 trucks. As is currently the case, alcohol sales/consumption would not be permitted.

The market would continue to be located in the L-shaped parking lot at the southern end of the Caltrain station, with the food trucks located at the edges of the parking lot, oriented to the interior. Chairs and elevated strings of light would be located in the center of the market, giving this space some definition. Each truck would provide garbage/recycling/compost receptacles, and additional bins would be located toward the edges of the site. A portable restroom would be delivered to the site the day of the event and removed the following day.

The market would continue to feature live music as part of the event, between the hours of 6:00 P.M. and 8:00 P.M, typically featuring one to two musicians playing

predominantly acoustic instruments. In addition, the food trucks and the music/lighting systems would continue to utilize small generators. These sources could exceed the Noise Ordinance limits, similar to what has been considered and approved as part of other special event use permits (for example: Downtown Block Party, Sharon Heights Golf and Country Club Fourth of July Fireworks, and Sunset Celebration Weekend).

As a special event, the proposal is not required to provide a specific amount of off-street parking, similar to other recurring events such as the weekly Farmer's Market. With regard to non-motorized patronage, the event can be expected to draw continued interest from pedestrians and bicyclists, based on its central location. The Caltrain parking lot, on-street spaces, and the City's parking plazas will continue to provide capacity for motorized vehicles, and signage would continue to be displayed to this effect.

The applicant has submitted a letter describing their view of the operations to date and requesting that the use permit be extended by five years (Attachment B). The applicant states that Off the Grid is proud of the event and experience, and that the market has typically drawn between 600-800 people per week, and that Off the Grid has received positive feedback on social media.

As relayed at the six-month review, the applicant has surveyed attendees at multiple events, in order to get a better sense of the characteristics of the event's customers (e.g., gender, age, how they got to the market, etc.). The applicant's submittal includes a summary of these surveys, as well as their associated conclusions, including:

- Off the Grid is encouraging people to stay in Menlo Park;
- Off the Grid is additive to the existing Menlo Park businesses;
- Off the Grid is drawing a specific demographic that is typical for their events; and
- Off the Grid believes they are creating a community experience that their customers value.

Aside from the term limit change, all existing conditions (regarding items such as the hours of operation, trash collection, permitting/insurance, and prohibition on alcohol) would remain in effect. The term limit would be extended five years past its current expiration date, to February 19, 2020. Staff believes the five-year extension would allow Off the Grid to continue to invest in this market, while permitting the City to revisit the use permit after a period in which nearby land uses and/or rail operations could potentially change.

Staff Observations

As noted at the six-month review, the Planning Division has not undertaken any systematic analyses of the event, but individual staff members have been able to observe the operations informally. In general, staff believes the events have run relatively smoothly, and the market does appear to offer a unique dining experience. The customer base is relatively diverse, but staff has observed that it seems particularly popular at times with families, as it represents a less formal eating experience, at which children can be active.

Staff has not received any Code Enforcement complaints regarding the event. With regard to some public comments received before the use permit's original approval: staff has not observed any consistent issues with the live music or other event noise, automobile parking, the portable restroom, or railroad safety. Planning staff has reached out to the City's Police Department and Transportation Division, which have stated that they do not have any concerns regarding the extension request.

Correspondence

Staff has not received any letters regarding the extension request.

Conclusion

In general, staff believes the events have run relatively smoothly, and the market does appear to offer a unique dining experience. Staff believes the five-year extension would allow Off the Grid to continue to invest in this market, while allowing the City to revisit the use permit after a period in which nearby land uses and/or rail operations could change. Staff recommends the Planning Commission approve the use permit extension.

ENVIRONMENTAL REVIEW

The project is categorically exempt under Class 4 (Section 15304, "Minor Alterations to Land") of the current California Environmental Quality Act (CEQA) Guidelines. Specifically, the project is exempt under Section 15304(e), which exempts minor temporary use of land having negligible or no permanent effects on the environment.

RECOMMENDATION

1. Make a finding that the project is categorically exempt under Class 4 (Section 15304, "Minor Alterations of Land") 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 project plans and project description letter, provided by the applicant, dated January 2, 2014, and approved by the Planning Commission on January 13, 2014 except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

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

- a. The market operations shall be limited to Wednesday between 5:00 P.M. and 9:00 P.M. Setup may start at 3:30 P.M., and cleanup shall be concluded by 10:00 P.M.
- b. Alcohol sales and/or consumption is prohibited.
- c. The applicant and all vendors shall comply with all applicable permitting requirements, including but not limited to: City Business License, Board of Equalization Seller's Permit, San Mateo County Mobile Food Facility Permit, liability insurance, and vehicle insurance.
- d. The applicant shall regularly monitor trash while the market is operating, and shall fully clean the market and immediately surrounding areas at the conclusion of each event.
- e. Amplified live music is permitted between 6:00 P.M. and 8:00 P.M., and shall typically consist of one to two musicians playing predominantly acoustic instruments.
- f. The applicant shall implement the parking signage plan.
- g. Every week, the portable restroom shall be delivered to the site on the day of the event, and removed the following day.
- h. The use permit shall expire on February 19, 2020, unless the applicant obtains approval of an extension of the use permit.

Report prepared by:

Thomas Rogers
Senior Planner

Report reviewed by:

Arlinda Heineck
Community Development Director

PUBLIC NOTICE

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

ATTACHMENTS

- A. Location Map
- B. Project Description Letter

EXHIBITS TO BE PROVIDED AT MEETING

None

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CITY OF
MENLO PARK

CITY OF MENLO PARK

LOCATION MAP

1100 MERRILL STREET

DRAWN: THR CHECKED: THR DATE: 12/15/14 SCALE: 1" = 300' SHEET: 1





Off the Grid: Menlo Park Conditional Use Permit Extension Request

Off the Grid (OtG) requests to extend its existing conditional use permit which expires on January 13th, 2015, until January 15th, 2020. OtG is extremely proud of the weekly event and community-driven shared food experience that we have created through partnerships with the City of Menlo Park and Cal Train. The event has proven to be a powerful source for neighborhood interaction and has been viable for the vendors who serve the community. OtG intends to continue working with our existing partners and fostering new relationships as the market grows over the next 5 years in Menlo Park.

Off The Grid Overview

Off the Grid (OtG) began in 2010 with the simple idea that grouping Street Food Vendors together would create a unique experience allowing neighbors to meet and families and friends to reconnect with each other. At its core, OtG believes in the power of shared food experiences to connect communities and we work hard to create lively shared spaces in each community we serve. Since 2010, OtG has developed new markets in both urban and suburban locations that achieve our vision of activating public spaces. Off the Grid is proud of its role in organizing and promoting 40 weekly markets in 21 cities and 6 counties throughout the Bay Area, in addition to managing relationships with the 175+ small mobile food businesses who participate in our markets.

Off the Grid in Menlo Park

Logistics and Operations

Off the Grid works to achieve two goals in each of our markets:

1. Create an inviting ambiance suitable for families that offers more than a grab-and-go food environment
2. Provide entertainment and programming that promotes active community participation.

Off the Grid: Menlo Park's concept achieves these goals by offering diverse food options, a comfortable ambiance and family-friendly entertainment. OtG operates the market every Wednesday between 5:00pm and 9:00pm (with one hour for set-up and cleanup) at the corner of Merrill Street and Ravenswood Avenue in the south lot of the Cal Train station. The market rotates 16 vendors through 8 slots on a bi-weekly schedule (6 savory, 2 dessert slots) with seating for 200 people and music. Music acts typically resemble gypsy-jazz duo or solo acts that provide family-friendly entertainment and a comfortable atmosphere.

Impact and Outcomes to date

Menlo Park is a viable location for our vendors who consistently provide positive feedback about their experience working in the community. None of the vendors who participate in the Menlo Park market have operated in the City prior to our launch. Each OtG vendor was required to obtain a City business license in order to operate in the market, which has resulted in **new revenue to the City from 16+ small businesses.**

Off the Grid is also committed to providing community-driven entertainment and programming. To achieve this goal, we have partnered with Kepler Books, a local high-school band, and advertise local Menlo Park events to OtG customers. Further, we have created signage at the entrance to the market that **promotes businesses located in Menlo Center.**



Off the Grid: Menlo Park Conditional Use Permit Extension Request

We have worked closely with the City of Menlo Park and Menlo Center to manage the event's land use impacts, which includes traffic flow and parking. Our initial traffic flow and signage plan worked to help mitigate these impacts, and have been responsive by provided additional signage upon request Table 3 shows that 11% of customers bike to the market, which is more than average at an OtG market. In order to further reduce vehicular traffic impacts from the event, OtG is **interested in providing a bike corral** and facilitating a reward program to encourage biking to the event. However, we have limited resources to manage the logistics of the corral.

Customer demographics and feedback

Average weekly attendance at Off the Grid: Menlo Park is between **600-800 people**. OtG gathered feedback from customers via social media, online reviews, and individual discussion with market staff. In addition, market staff conducted in person surveys between April and October to help OtG understand the customer profile for this market and how it compares to OtG markets overall. The results are summarized here, with more detailed information in Appendix A.

The feedback we have received via online and in person evaluations has been tremendously positive and allowed us to arrive at four conclusions.

- 1. OtG encourages more people to stay in the area near our market location in Menlo Park.**
 - a. Figure 1 shows that 91% of customers arrived with at least one other person. Further, Figure 2 shows that the majority of customers stay for more than 30 minutes, and 60% stay for between 30 and 60 minutes.
- 2. OtG is an additive to the existing businesses near our location in Menlo Park.**
 - a. Figure 3 shows that 67% of customers would be eating at home if they were not at the market, and 86% (Figure 6) are more likely to return to and/or spend money in the neighborhood. OtG customers are most likely to frequent restaurants and retail in the neighborhood (Figure 5). Since 84% percent of customers eat out at least once per week (Table 5), there may be an increased demand for restaurants and retail as a result of OtG's presence in the neighborhood.
- 3. OtG customers are predominately 25-45 years old; some have young families, and most work in professional occupations including the high tech industry nearby.**
 - a. Table 1 shows that 52% of customers are between the ages of 25 and 44 and 86% have an Associates degree or higher. Further, 36% of customers are coming to the market from work and are traveling home nearby (within 20 minutes of the market location). See Tables 6-7 for more details.
- 4. OtG feels confident that the market is fundamentally a community driven experiences that customer's value.**
 - a. Table 4 shows that 8 in 10 Menlo Park customers heard about the event from a friend or colleague, while the average across all of our markets is 6 in10. Further, Table 8 shows that the majority of customers attend the market for one of the following reasons; sense of community, family friendly environment, live music, or to support small businesses that offer diverse food options.



Off the Grid: Menlo Park Conditional Use Permit Extension Request

Social Media feedback

Off the Grid: Menlo Park customers cite the convenient location, comfortable seating, diverse food options and friendly atmosphere as reasons to attend and return to the market on a weekly basis. Off the Grid's iPhone App has 32,000 users, and the Menlo Park market has been viewed over 12,000 times since its launch. The Off the Grid: Menlo Park Facebook page has **34 likes, 485 check-ins and an average rating of 4 out of 5 stars**. On Yelp, the market has been reviewed 11 times with an average rating of 4.5 out of 5 stars. A sample of customer reviews is presented here:

1. I had never been to Off The Grid until just 2 weeks ago and I am so glad that I went. This particular location is literally like **5 minutes away from my job** so as soon as I got off work I headed over there.
2. This was my first Off the Grid experience and I thoroughly enjoyed myself. There were all sorts of people that come and a ton of families, so I highly recommend it if you have kids of all ages. **You really feel a part of the community at these things.**
3. Now that we have longer evenings and warmer weather, it's a perfect time to check this out. We went tonight and thoroughly enjoyed it. **Nice selection of food trucks**, live music, a decent amount of seating (folding chairs), friendly people, everyone having a good time.

Conditions of Temporary Use Permit

Off the Grid has worked in close partnership with the City of Menlo Park and Cal Train to manage the event's land use impacts, including traffic flow and parking. OtG has successfully complied with all applicable conditions and requirements of the Conditional Use Permit and Agreement. The following describes each condition and how we have met the requirements.

1. **Market operations shall be limited to Wednesday between 5:00pm to 9:00pm. Setup many start at 3:30pm and cleanup shall be concluded by 10:00pm.**
 - a. OtG has consistently operated within this time frame and has conformed to the event description. We are asking to continue operating during this day and time.
2. **Alcohol sales and/or consumption is prohibited**
 - a. OtG does not allow vendors to sell alcohol, and market staff have not encountered any customers consuming alcohol on the premises.
3. **The applicant and all vendors shall comply with all applicable permitting requirements, including but not limited to: City Business License, Board of Equalization Seller's Permit, San Mateo County Mobile Food Facility Permit, liability insurance, and vehicle insurance.**
 - a. OtG only books vendors that are properly permitted in accordance with all requirements listed here. Further, OtG maintains current permits listed here.
4. **The applicant shall regularly monitor trash while the market is operating, and shall fully clean the market and immediately surrounding areas at the conclusion of the event.**
 - a. OtG requires all vendors use only compostable and recyclable service materials. OtG provides two trash stations at the two exit points of the event. In addition, vendors are required to provide a 3-part waste disposal system in front of their



Off the Grid: Menlo Park
Conditional Use Permit Extension Request

vehicles (compost, recycling, landfill). OtG market staff remain on site one hour after the market closes in order to clean up. OtG staff clean the area immediately surrounding the market and ensure that we leave the market space cleaner than we found it. We have consistently met this goal with no complaints received by customers, partners or the general public.

5. **Amplified live music is permitted between 6:00pm and 8:00pm, and shall typically consist of one to two musicians playing predominately acoustic instruments.**
 - a. OtG books music acts in accordance with this condition with no complaints received.
6. **The applicant shall implement the parking signage plan.**
 - a. Our parking signage plan has worked to date, mitigating initial concerns.
7. **Every week, the portable restroom shall be delivered to the site on the day of the event, and removed the following day.**
 - a. OtG market staff have consistently adhered to this schedule with no issues.

Off the Grid greatly looks forward to the opportunity to continue operating in partnership with Cal Train and the City of Menlo Park on Wednesdays through January 2020. OtG believes that we contribute to the economic vitality of the area by drawing foot traffic and bringing people together for a unique, shared food experience. We hope that we can build on existing partnerships and establish new ones while we strive to maintain a community-driven space. Thank you ahead of time for your consideration.

Sincerely,

10/24/14

Ben Himan and the Off the Grid Team

Ben@offthgridsf.com

Director of Business Development

805.637.7135



APPENDIX A – Survey Results

Figure 1 - Q11: How Many People Did You Come With?

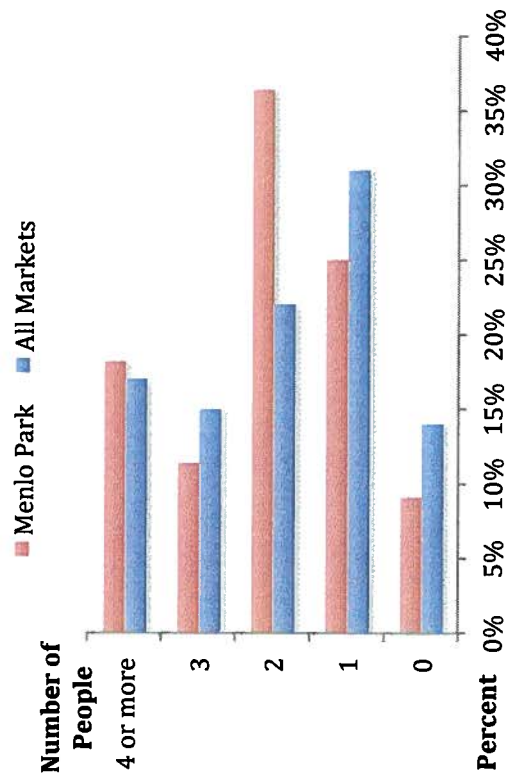
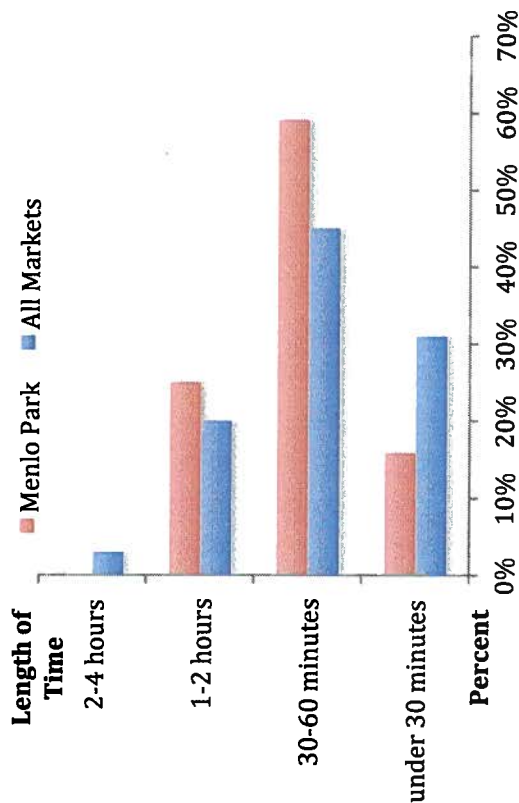


Figure 2 - Q12: How long do you plan on staying at Off the Grid?



APPENDIX A – Survey Results

Figure 3 - Q15: If you were not eating at Off the Grid right now would you be eating out?

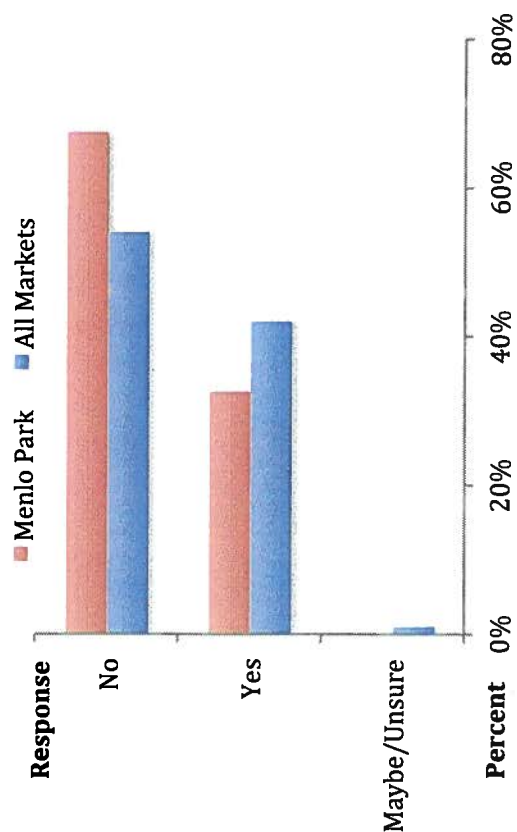
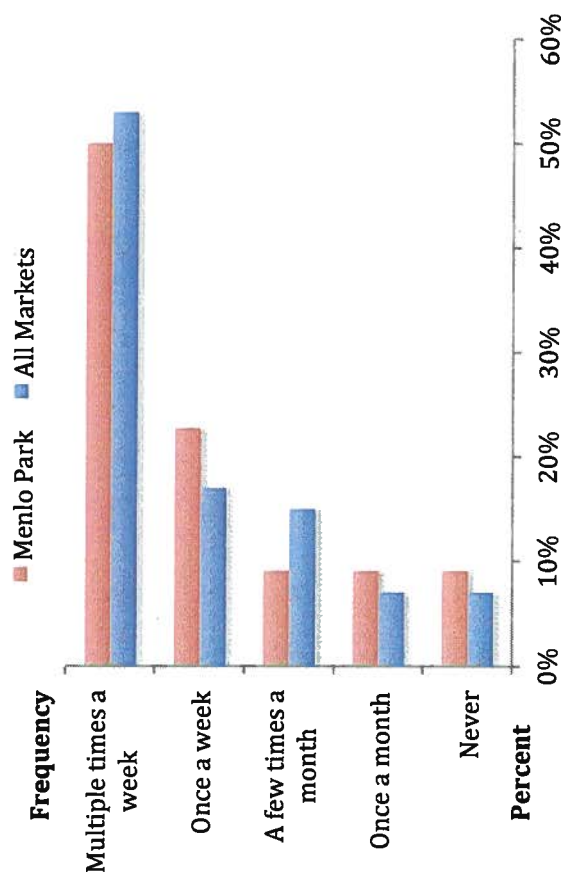


Figure 4 - Q17: How Often Do you Frequent Businesses in the Neighborhood?



B7

Figure 5 - Q18: What types of businesses do you frequent?
(Check all that apply)

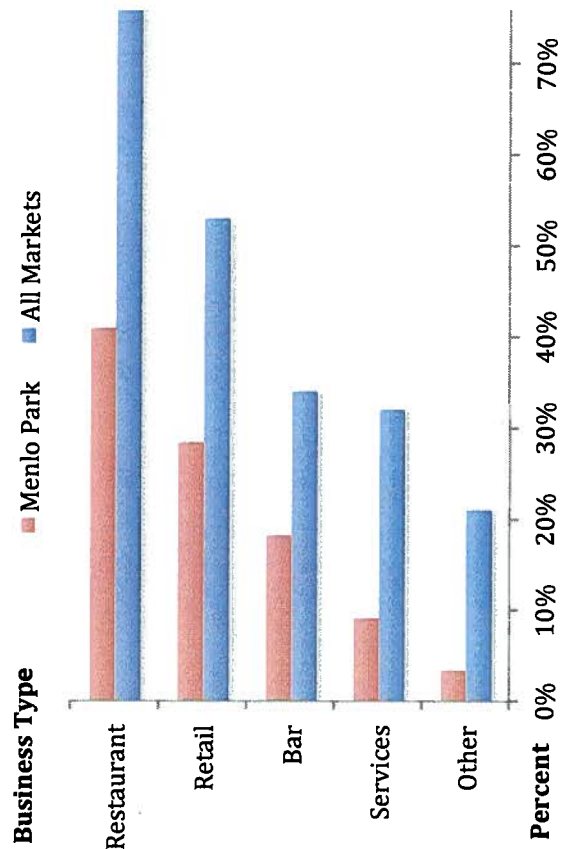
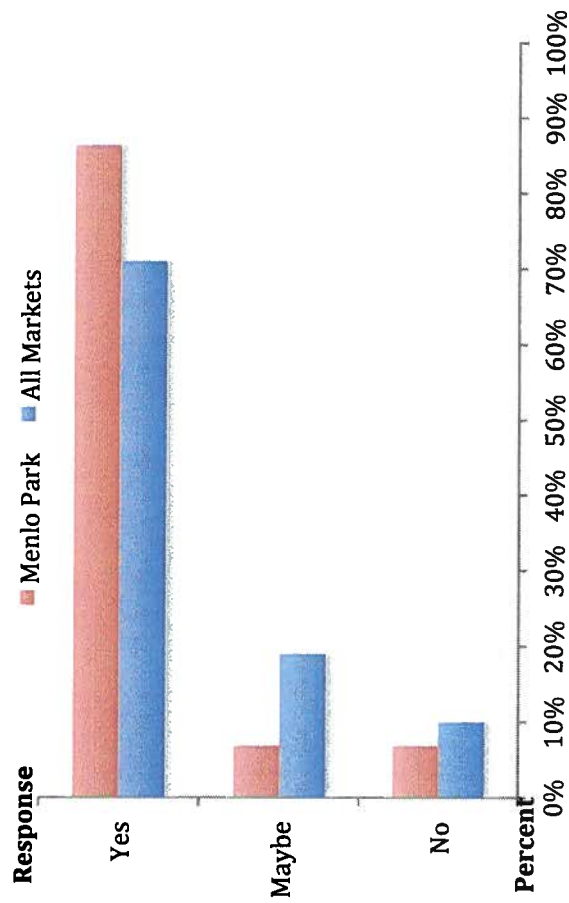


Figure 6 - Q19: Does this event make it more likely that you'll
return and/or spend money in this neighborhood?



APPENDIX A – Survey Results

TABLE 1 - Q1-Q3: Demographic Information

<u>Gender</u>	<u>All Markets</u>	<u>Menlo Park</u>
Male	53%	55%
Female	47%	45%
<u>Age</u>	<u>All Markets</u>	<u>Menlo Park</u>
Under 18	3%	0%
18-24	19%	27%
25-34	37%	43%
35-44	21%	9%
45-54	12%	11%
55-64	5%	9%
65 or above	2%	0%
<u>Education Level</u>	<u>All Markets</u>	<u>Menlo Park</u>
Some High School	3%	2%
High School Graduate or Equivalent	6%	7%
Some College	18%	5%
Associate Degree	8%	9%
Trade or Vocational Degree	3%	0%
Bachelor's Degree	41%	42%
Graduate or Professional Degree	18%	35%
Middle School	0.13%	0%

TABLE 2 - Q5: Where do you live?

	<u>All Markets</u>	<u>Menlo Park</u>
<u>Bay Area</u>	96%	98%
North Bay	6%	5%
South Bay	16%	24%
San Francisco Peninsula	21%	5%
East Bay	25%	67%
Greater CA	28%	0%
North CA	2%	2%
	33%	100%

APPENDIX A – Survey Results

TABLE 3 - Q8: How did you get to this event?

	<u>All Markets</u>	<u>Menlo Park</u>
Car Service/Cab/Train	0.5%	7%
Bike	4%	11%
Walk	25%	39%
Car	71%	43%

TABLE 4 - Q14: How did you hear about this event?

	<u>All Markets</u>	<u>Menlo Park</u>
Other		
Media/Signage	1%	4%
Drove By	3%	0%
Walked By	4%	8%
OTG*	9%	4%
Social Media	16%	4%
Friend or colleague	57%	80%

**Website/Postcard/Truck/Market/After School Special*

TABLE 5 - Q16: How often do you eat out?

	<u>All Markets</u>	<u>Menlo Park</u>
Once a month	2%	5%
A few times a month	18%	11%
Once a week	21%	25%
Multiple times a week	55%	52%
Nightly	3%	7%

APPENDIX A – Survey Results

TABLE 6 - Q6-Q7: What are you coming from and going to after attending Off the Grid?

	Where are you coming from?		Where are you going after attending Off the Grid?	
	All Markets	Menlo Park	All Markets	Menlo Park
Hotel	1%	0%	0.50%	0%
Leisure Activity	2%	2%	11%	9%
Work Conference or Event	2%	0%	5%	0%
Errands or Shopping	4%	2%	1%	0%
Gym	5%	0%	0.10%	2%
School	5%	11%	0.10%	0%
Work	33%	36%	2%	0%
Home	48%	48%	81%	89%

TABLE 7 - Q9-Q10: How long did it take you to get here and how long will it take you to get home?

	(If not coming from home) How long did you travel to get to this event?		How long will it take for you to get home?	
	All Markets	Menlo Park	All Markets	Menlo Park
5 minutes or less	28%	52%	30%	40%
6-10 minutes	20%	19%	24%	21%
10-20 minutes	20%	19%	24%	23%
20-30 minutes	7%	7%	10%	12%
30-60 minutes	4%	4%	6%	2%
1 hour or more	1%	0%	3%	2%

TABLE 8 - Q13: What is most appealing about events like Off the Grid?

	All Markets	Menlo Park
Atmosphere	1%	0%
Support Small Business	3%	2%
Music	4%	2%
Value/Cost	4%	5%
Family Friendly	5%	2%
Sense of community	8%	9%
All of the above	26%	14%
Variety of Food	48%	66%



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF DECEMBER 15, 2014
AGENDA ITEM D3

LOCATION:	300 Constitution Drive	APPLICANT:	Hibiscus Properties, LLC for Facebook
EXISTING USE:	Warehouse and Distribution Center	PROPERTY OWNER:	Hibiscus Properties, LLC
PROPOSED USE:	Office and Ancillary Employee Amenities	APPLICATION:	Use Permit and Architectural Control
ZONING:	M-2 (General Industrial District)		

PROPOSAL

The applicant is requesting a use permit and architectural control for exterior modifications and conversion of an existing approximately 185,000 square foot warehouse and distribution building to general offices, and ancillary employee amenities located in the M-2 (General Industrial) zoning district. The project site is nonconforming with regard to parking and the proposed project would be considered a change of use. As part of the project, the applicant is requesting a use permit for the storage and use of hazardous materials (diesel fuel) associated with an emergency generator. The proposed project would include a requirement that trips generated from the proposed project combined with other trips from the site not exceed the historical vehicular trips from the site during the AM and PM peak periods. In addition, the project would include a BMR Housing Agreement in compliance with the City's BMR Housing Ordinance and BMR Guidelines.

BACKGROUND

The subject building is part of the former TE Connectivity campus, which encompasses an industrial complex recently purchased by Hibiscus Properties, LLC, a wholly owned subsidiary of Facebook, Inc. The site is located on an approximately 58-acre parcel and has seven buildings, addressed 300-309 Constitution Drive. The campus was originally developed for Raychem with a Master Site Plan. Following the Master Site Plan approval, two Conditional Development Permits (X districts) were established for two areas of the campus to permit the heights of the industrial buildings to exceed the M-2 zoning district height limit of 35 feet. The campus was originally 81 acres in area, but in 2006 General Motors purchased two parcels that made up 22 acres of the site, which is

now under construction as the Facebook West Campus. The existing floor area ratio (FAR) for the overall site is approximately 41 percent.

At this time, the buildings addressed 300, 308, and 309 are under control of Facebook. Building 308 and 309 is one building with two distinct addresses and is currently used by Facebook's contractor, Level 10, as its construction management office and the vicinity is used for employee parking. Building 307 is leased to Pentair Thermal Controls, and TE Connectivity occupies the remaining buildings at the site. At this time, the applicant is requesting a use permit and architectural control for a change of use and exterior modifications to Building 300. The Planning Commission recently approved a use permit revision to modify an existing wireless facility, located on the roof of the subject building, as well as a use permit for a new Verizon Wireless cellular facility on a PG&E tower located on the Facebook West Campus adjacent to Bayfront Expressway.

ANALYSIS

Site Location

The subject site is located at 300-309 Constitution Drive at the corner of Chilco Street and Bayfront Expressway. The subject building is addressed 300 Constitution Drive. This would be the first building at the site to be occupied directly by Facebook employees. The sole external access point to the campus is located along Chilco Street at the intersection of Constitution Drive. In addition to the main entrance along Chilco, there is an emergency vehicle access between the eastern end of the site and the Facebook West Campus. Chilco Street wraps around the western side and a portion of the southern side of the property. There is a PG&E substation located along the west side of the building. The campus is across Bayfront Expressway from the San Francisco Bay, across Chilco Street from commercial and industrial uses within the M-2 (General Industrial) zoning district, and next to Facebook's West Campus, located at the corner of Willow Road and Bayfront Expressway. To the south, across the train tracks and Chilco Street, are the Onetta Harris Community Center and Menlo Park Senior Center, Beechwood School, a Menlo Park Fire Protection District station, single-family residences (R-1-U zoning district), and single-family residences in the Hamilton Park housing development (R-3-X zoning district).

Project Description

The subject building is commonly referred to as Building 300 and is the building located closest to the entrance to the site. The building contains 184,438 square feet of gross floor area, inclusive of approximately 4,330 square feet of mezzanines, which are included in the calculation of gross floor area (GFA). The existing building was previously utilized as a warehouse and distribution center for TE Connectivity. At this time, Facebook is requesting a use permit to convert the entire building into an office building, which could include ancillary employee amenities such as a café, fitness center, and health center, as well as other employee amenities as determined by the applicant's needs. As part of the overall modifications to the building, the applicant would remove the mezzanines, which would result in a reduced GFA of 180,108 square feet. In addition to the interior modifications, the applicant is proposing to architecturally

refresh the building with updated colors, materials, and window glazing. The proposed exterior changes are discussed further in the Design and Materials section of the staff report. The applicant also proposes to modify the area around the building, including new landscaping, a possible new outdoor deck with trellis, a new covered shuttle stop, along with a new entry feature near the main entrance. The proposed site modifications would result in an increase in approximately 3,553 square feet of building coverage. The project is located within the FEMA flood zone and the Engineering Division has determined that the proposed project would be considered a substantial improvement. As such, the applicant would be required to bring the building into compliance with applicable FEMA regulations for flood proofing. The project plans (Attachment B) identify three options for meeting the FEMA requirements, which would be finalized with the Building and Engineering Divisions prior to building permit issuance.

The proposed project contains multiple phases (scenarios) that would allow for the phasing out of the current occupants of the site and the increase in Facebook employees within Building 300. The applicant is contemplating options for redevelopment of the overall site, which would be subject to separate review in the future. The list below identifies the anticipated scenarios at the site for this project.

1. Current Scenario (TE Connectivity, Level 10, and Pentair)
2. Interim Scenario (TE Connectivity and Facebook)
3. Final Scenario (Facebook only)

The applicant's project description letter (Attachment C) discusses the project in more detail.

Design and Materials

The subject building is composed of concrete tilt-up facades. The northern portion of the building contains a ceramic tile mansard roof. The building was designed as a distribution center and as such, contains three large loading docks and few windows. Facebook intends to provide a comprehensive façade update of the existing building, while maintaining the existing concrete tilt-up design. The applicant is proposing to clean and patch the existing concrete facades and paint the building in a white color. Along the west side of the building, the metal annex would be re-clad in profiled metal and painted white, consistent with the color of the main building. The northern façade of the building would be redesigned as the main entrance and would receive new and expanded storefront glazing as part of the removal of the existing loading dock. Along the east elevation, the loading dock would also be removed and could be replaced with a new deck and trellis feature. The applicant is currently evaluating the feasibility of the deck and may choose to modify the location and/or size, or remove the deck from the program. There is a storm drain line within the vicinity of the anticipated deck and as part of its evaluation, the applicant would need to locate the line and either construct the deck and other structures outside a 15-foot buffer centered on the line or enter into an agreement with the City to address issues of access to, maintenance of, and potential future relocation of the storm drain line. If constructed, the deck is intended to be made of stained cedar to match the shuttle stop trellis. Additional windows and an updated storefront system would be applied to the east façade as well. The applicant is

proposing to paint the south elevation and replace one roll-up door, but otherwise the changes to the south façade would be limited. A new stainless steel standing seam metal roof would be applied to the building over the existing mansard roof. The profile of the roof would be extended along the entire building to create a consistent roof design. A color and materials board will be provided for the Planning Commission to review at the meeting.

Parking and Circulation

The overall site currently contains 1,690 parking spaces, where approximately 3,472 parking spaces are required based on the approximate GFA. The applicant is proposing to relocate 10 parking spaces from the east side of the building to the west side of the building to allow for landscaping improvements along the east side of the building, which would be located adjacent to the possible outdoor dining deck. The modified parking spaces also include four additional spaces to account for a recent building permit to relocate a gas meter on-site. The new location of the gas meter required the removal of four parking spaces, which will be replaced as part of the use permit proposal. Therefore, the proposed project would not result in a change to the overall parking ratio at the site. The applicant is proposing limited changes to the on-site circulation; however, the applicant is proposing a new shuttle stop adjacent to the main entrance along with an entry feature within the existing paved parking lot. The proposed modifications have been reviewed by the Transportation Division for compliance with the City's Parking Stalls and Driveway Design Guidelines.

The applicant is proposing to change the use of the subject building from a warehouse and distribution center to offices and has submitted a trip generation analysis (Attachment D) that quantifies the existing trips from the project site, based on 2011 conditions, when TE Connectivity was most recently operating at its typical capacity along with Pentair. The analysis provides the proposed scenarios related to daily trip generation, and AM and PM Peak trip generation for the interim scenario where TE Connectivity and Facebook would operate at the site, and for the final scenario, where Facebook would be the sole operator at the subject site. The analysis identifies that in both proposed scenarios, the proposed project would generate fewer trips in the AM and PM peak periods. Based on the 2011 typical scenarios, there were 525 AM peak hour trips and 840 PM peak hour trips. The interim scenario (after Pentair and Level 10 vacate the site) would result in 492 AM peak hour trips and 554 PM peak hour trips. In the final scenario (after TE Connectivity vacates the site), the AM peak hour trips are expected to drop to 370 and the PM peak hour trips would drop to 262. This anticipated reduction is largely due to Facebook's robust TDM plan. However, in the interim scenario, the daily trips would exceed the total daily trips for the 2011 typical scenario. The 2011 typical daily trips from the site are 3,745, based on the Institute of Transportation Engineers (ITE) rates for the existing land uses and the final scenario (Facebook only) would result in 3,742 daily trips; however, the interim scenario would exceed the 2011 typical daily trips for a total of 4,465 trips. The interim scenario is expected to be short in duration and the peak hour trips would be significantly reduced even during the interim scenario. Therefore, staff believes that the proposed project involves negligible or no expansion of the existing use.

Trees and Landscaping

The applicant submitted a conceptual landscaping plan as part of the proposed project. The areas around the building are predominately asphalt, specifically along the north and east facades of the building. A PG&E substation is located along the western façade of the building. The project area currently contains a large hedge along the existing fence internal to the project site. As part of the project, the applicant intends to explore the possibility of removing this fence and hedge and replanting the area to the east of the subject building with a new garden and usable lawn. The applicant has submitted a conceptual planting plan that could include coast live oaks, holly oaks, ginkgos, Chinese pistaches, and lemon scented gum trees. The final planting plan would be reviewed by the Planning Division and City Arborist, along with the Engineering Division for compliance with the City's Water Efficient Landscaping Ordinance (WELO). A new entry garden is also anticipated adjacent to the main entrance, along with a circular landscaped area within the shuttle drop-off area.

The preliminary arborist report is included as Attachment E and recommends the removal of the hedge along the internal fence. The hedge is composed of myoporums, of which a number appear to be heritage in size, along with a heritage size Canary Island date palm. The applicant will be required to submit the necessary heritage tree removal permits to the City for review. The City Arborist would review the removal requests and the subsequent heritage tree replacements separately. The City Arborist's determination on the removal requests would be noticed to all addresses within 100 feet and appealable to the Environmental Quality Commission. The applicant is not proposing to remove any trees along the south and west facades of the building, which are adjacent to Chilco Street. However, as part of the overall project, the City is working with the applicant to determine if modifications to the landscaping along Chilco Street could be implemented to improve visibility along the right-of-way for vehicles. If necessary, the applicant would be required to submit additional tree removal permits for any heritage tree removals along Chilco Drive. However, at this time, it is anticipated that only shrubs and bushes along the right-of-way would be removed. Staff has added condition of approval 6b requiring the applicant to submit the applicable heritage tree removal permits and heritage tree replacement plan concurrent with the submittal of a complete building permit application. In addition, condition 6c requires the applicant to submit a comprehensive landscape plan concurrent with the submittal of a complete building permit application.

Proposed Hazardous Materials

The existing operations for TE Connectivity and Pentair Thermal Controls utilize hazardous materials, including emergency generators. Building 300 does not currently have a generator, and Facebook is proposing a 500 kw emergency diesel generator as part of the proposed project. The generator would be located in an enclosure along the west side of the building. The diesel-powered generator is anticipated to have a 300-gallon fuel tank. The Menlo Park Fire Protection District, City of Menlo Park Building Division, West Bay Sanitary District, and San Mateo County Environmental Health Services Division were contacted regarding the proposed use and storage of hazardous materials, associated with an emergency diesel generator. Each organization has

determined that the generator would be in compliance with all applicable standards and has approved the proposal. The specification sheets for the generator are contained in Attachment F and the outside agencies' correspondence (including any applicable conditions) is included in Attachment G.

Below Market Rate (BMR) Housing Agreement

Per the Zoning Ordinance, commercial projects inclusive of 10,000 square feet or more are subject to the BMR requirements. Since the overall site contains more than 10,000 square feet of gross floor area, the project is subject to BMR requirements. The draft BMR in-lieu fee agreement was reviewed by the Housing Commission at its November 5, 2014 meeting. At that meeting, the Commission discussed the previously approved BMR agreement for the Facebook West Campus, which included the ability for Facebook to meet its BMR obligation through a possible agreement with a developer to contribute toward the cost of constructing the required number of units, or pay the applicable in-lieu fee. The Commission raised concerns regarding the payment of an in-lieu fee for the subject project instead of providing the required number of units. The equivalent number of units for this project would be four. Regarding the in-lieu fee agreement for the proposed project, the Commission split its vote 2-2, with Commissioner Dodick absent and Commissioners Clarke and Tate dissenting. Therefore, there is no recommendation on the BMR in-lieu fee agreement from the Housing Commission. After the Housing Commission meeting, Carolyn Clarke (Housing Commission Chair) sent a letter to the Planning Commission explaining the Housing Commission's reasons for its split vote, citing their frustration with the application of in-lieu fees instead of actual units and the need for the Council to prioritize using the in-lieu fees to construct units as soon as possible. The letter is located in Attachment H.

Since the Housing Commission's review, staff received additional information from the applicant regarding the provision of units in conjunction with the West Campus project. Facebook entered into an agreement with St. Anton, the developer of a 394-unit, multi-family residential development located at 3639 Haven Avenue, to construct 15 below market rate units for low income households. Facebook negotiated with the developer and paid the developer for the cost of providing the units as part of the project. Facebook did not construct the units, but rather contributed to the cost of constructing the units. A representative for Facebook has reached out to the Housing Commissioners to provide more information regarding the agreement with St. Anton. The St. Anton development will also include 22 units targeted to very low households in compliance with State Density bonus law, in addition to the 15 BMR units for low income household financed by Facebook. The expected completion date of the development, including the 37 affordable units, is spring of 2016.

Subsequent to the Housing Commission's review of the proposed BMR in-lieu fee agreement, the applicant has agreed to modify its proposal to satisfy its obligations under the BMR Ordinance and Guidelines by one of the following methods:

- a. Paying the in-lieu BMR fee, which would be approximately \$1,216,071.40 based on the change in use from Group B (non-office commercial) to Group A (office) for the square footage of the entire building and the current fee schedule;

- b. Providing off-site units, which would equate to a total of 4 residential units based upon the square footage associated with the change in use; or
- c. Paying a portion of the in-lieu fee and delivering off-site units. (A mixture of options a) and b), such that the overall requirements are addressed.)

The in-lieu fee paid by the applicant and off-site units delivered by the applicant must, collectively, include fees and units that satisfy the developer's obligation to offset the net, new demand for affordable housing created by the project. Each off-site unit provided by the developer would be credited towards the net, new demand for affordable housing created by the project. If the applicant proceeds with an in lieu fee payment to satisfy all or a portion (if some units are provided off-site) of its obligations under the BMR Ordinance and Guidelines, the in-lieu fee would be determined based upon the fee schedule in place at the time the applicant makes the in-lieu fee payment. The in-lieu fee is required to be paid prior to building permit issuance. The draft BMR agreement is included as Attachment I.

Conclusion

The proposed project would allow an existing business to continue to expand and grow its operations and maintain its headquarters within the City. The use permit would repurpose an existing building, while maintaining the historic AM and PM peak trips from the site as well as the total daily trips for the final build out, which would limit impacts to the existing street network in the vicinity of the project. The proposed diesel generator has been reviewed and approved by the applicable agencies. The applicant has also worked with the City to modify its proposed BMR agreement to include the ability to provide units by partnering with a developer to construct the units. Staff recommends that the Planning Commission approve the use permit, architectural control, and BMR in-lieu fee agreement.

ENVIRONMENTAL REVIEW

The project involves a negligible or no expansion of an existing use and therefore, 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 involves a negligible or no expansion of an existing use and therefore, 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. 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 property is not within any Specific Plan area, and as such no finding regarding consistency is required to be made.

4. Approve the Below Market Rate Housing Agreement.

5. Approve the use permit and architectural control subject to the following **standard** conditions:

- a. Development of the project shall be substantially in conformance with the plans prepared by Gehry Partners, LLP, consisting of 57 plan sheets, dated received December 9, 2014, and approved by the Planning Commission on December 15, 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, Recology, 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. Landscaping shall properly screen all utility equipment that is installed outside of a building and cannot be placed underground. 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.
6. Approve the use permit and architectural control subject to the following ***project-specific*** conditions:
- a. Prior to or concurrent with the submittal of a complete building permit application, the applicant shall execute the Below Market Rate (BMR) Housing Agreement. Within two years of building permit issuance, the applicant shall comply with the terms of the BMR Agreement, which include the payment of the in lieu fee of approximately \$1,216,071.40 (as of July 1, 2014), provision of four units, or a combination thereof. The BMR fee rate is subject to change annually on July 1 and the final fee will be calculated at the time of fee payment.
 - b. Concurrent with the submittal of a complete building permit application, the applicant shall submit the applicable heritage tree removal permits, which shall be subject to review and action by the City Arborist and Planning Division. The heritage tree removal permit submittal shall be accompanied by a proposed heritage tree replacement plan.
 - c. Concurrent with the submittal of a complete building permit application, the applicant shall submit a detailed landscape plan for the project site, detailing the types and sizes of the proposed plantings, subject to review and approval of the Planning and Engineering Divisions, and the City Arborist.
 - d. The applicant shall retain Fehr & Peers to monitor the trips to and from the project site one year from commencement of operations within the subject building and shall submit a memorandum/report from Fehr & Peers to the City reporting on the results of such monitoring for review by the City for compliance with the maximum Daily, AM and PM peak trips as described in the December 8, 2014 Memorandum from Fehr & Peers (Attachment D). If the subject site is not in compliance with the maximum Daily, AM and PM peak trips, the applicant shall submit a detailed mitigation and monitoring plan identifying steps to be taken to bring the project site into compliance with the maximum Daily, AM and PM trips associated with the typical operations in 2011.
 - e. Concurrent with the submittal of a complete building permit application, the applicant shall redesign the proposed outdoor deck and trash enclosure to be located outside of a 15 foot buffer centered on the existing 30 inch on-site storm drain. Alternatively, the applicant may elect to enter into an agreement with the City prior to issuance of a permit for the tenant improvements to address issues of access to, maintenance of, and potential future relocation of the storm drain line.

Report prepared by:
Kyle Perata
Associate Planner

Report reviewed by:
Thomas Rogers
Senior Planner

PUBLIC NOTICE & APPEAL PERIOD

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

ATTACHMENTS

- A. Location Map
- B. Project Plans
- C. Project Description Letter
- D. Trip Generation Memorandum prepared by Fehr & Peers, dated November 24, 2014
- E. Arborist Report, prepared by SBCA Tree Consulting, dated November 14, 2014
- F. Generator Specification Sheet
- G. Correspondence from outside agencies related to diesel generator:
 - Menlo Park Fire District
 - Menlo Park Building Division
 - San Mateo County Environmental Health Division
 - West Bay Sanitary District
- H. Letter from Housing Commission to Planning Commission, prepared by Housing Commission Chair Carolyn Clarke
- I. Draft BMR In-Lieu Fee Agreement

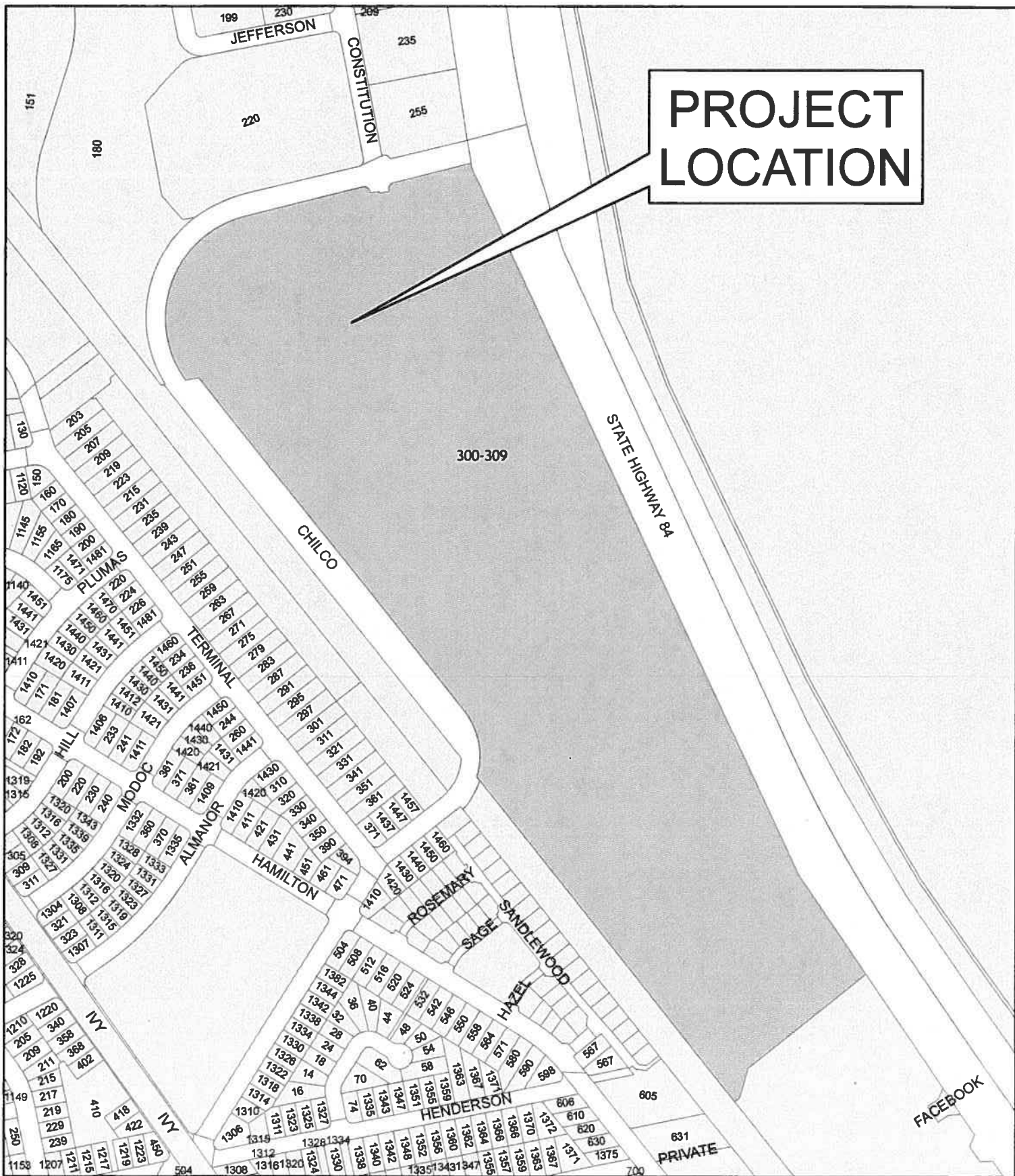
EXHIBIT TO BE PROVIDED AT MEETING

None

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

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PROJECT
LOCATION



CITY OF MENLO PARK

LOCATION MAP

300-309 CONSTITUTION DRIVE

DRAWN: KTP CHECKED: KTP DATE: 12/15/14 SCALE: 1" = 300' SHEET: 1



(B1)

RECEIVED

DEC 09 2014

CITY OF MENLO PARK
PLANNING

facebook 300 Constitution Drive

MENLO PARK, CALIFORNIA

GEHRY PARTNERS, LLP
ARCHITECT
USE PERMIT APPLICATION

NOVEMBER 20, 2014

[illegible][illegible]

FACEBOOK
300 CONSTITUTION DR.

DRAWING INDEX
PROJECT INFO

PROJECT
014-017
SCALE
ITS
MARK ST
DATE
1/20/2014

[illegible][illegible]

PRELIMINARY DATA SHEET									
LOCATION: 330 Constitution Drive, City of Menlo Park, California									
APPLICANT: Hibiscus Properties LLC									
EXISTING USE: Warehouse / Office									
PROPOSED USE: Office									
ZONING: M-2									
PROPOSED DEVELOPMENT STANDARDS					EXISTING PROJECT				
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BASE FLOOD ELEVATION (BFE) 10.3' NAVD '88
ALL ELEVATIONS REFER TO NAVD '88

NOTE ABBREVIATIONS

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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B2



1. NORTHWEST CORNER



2. NORTH FACADE



3. NORTH FACADE



4. WEST FACADE



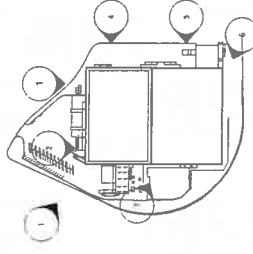
5. WEST FACADE



6. SOUTH FACADE



INTERIOR OF BUILDING 300



7. WEST FACADE /
ELECTRIC SUBSTATION

GEHRY PARTNERS, LLP.
ARCHITECT
1000 PASEO DEL PACIFIC
LOS ANGELES, CA 90006 USA
TEL: 310-482-3000
FAX: 310-482-3006

SOE ENGINEERS
1000 PASEO DEL PACIFIC
LOS ANGELES, CA 90006 USA
TEL: 310-482-3000
FAX: 310-482-3006
POWELL & COY. ENGINEERS
STRUCTURAL CONSULTANT
1000 PASEO DEL PACIFIC
LOS ANGELES, CA 90006 USA
TEL: 310-482-3000

PAE
1000 PASEO DEL PACIFIC
LOS ANGELES, CA 90006 USA
TEL: 310-482-3000

CMG
1000 PASEO DEL PACIFIC
LOS ANGELES, CA 90006 USA
TEL: 310-482-3000

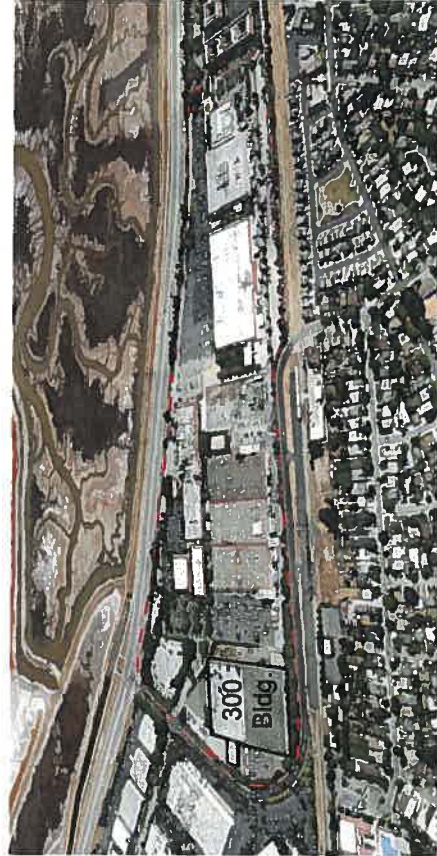
EPICURE
1000 PASEO DEL PACIFIC
LOS ANGELES, CA 90006 USA
TEL: 310-482-3000

NO.	DATE	DESCRIPTION
1	11/20/14	1. PRELIM. USE PERMIT APPLICATION SUB 14
2	11/20/14	2. USE PERMIT APPLICATION

FACEBOOK
300 CONSTITUTION DR.

**EXISTING
SITE
PHOTOGRAPHS**

PROJECT
2014-017
INTS
DRAWN BY
DATE
11/20/2014
SHEET NUMBER
A0-400



AERIAL VIEW TOWARDS NORTH

GEHRY PARTNERS, LLP.

ARCHITECT
1000 JEFFERSON STREET
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TEL: 310-482-3000
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CONSULTANTS
MVP ENGINEERING
3000 BROADWAY, SUITE 300
REDWOOD CITY, CA 94063
TEL: 650-350-1000
FAX: 650-350-1008

POWERLINE DESIGN ENGINEERS
STRUCTURAL CONSULTANT
San Francisco, CA 94111
TEL: 415-387-0700

PAE
HARPER JORDAN VENT
1000 JEFFERSON STREET
LOS ANGELES, CA 90008
TEL: 310-482-3000

CMG
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REDWOOD CITY, CA 94063
TEL: 650-350-1000
FAX: 650-350-1008

ENVIRONMENTAL
LIFE SCIENCE CONSULTANT
San Francisco, CA 94111
TEL: 415-387-0700

NO ISSUE DATE
1 PRELIMINARY PERMIT APPLICATION 02/2014
2 PRELIMINARY SUBMISSION 11/11/14
3 PRELIMINARY APPLICATION 11/20/14

FACEBOOK
300 CONSTITUTION DR.

FILE

AREA PLAN



SHEET NUMBER

A1-100

PROJECT

2014-017

DATE

11/15/14

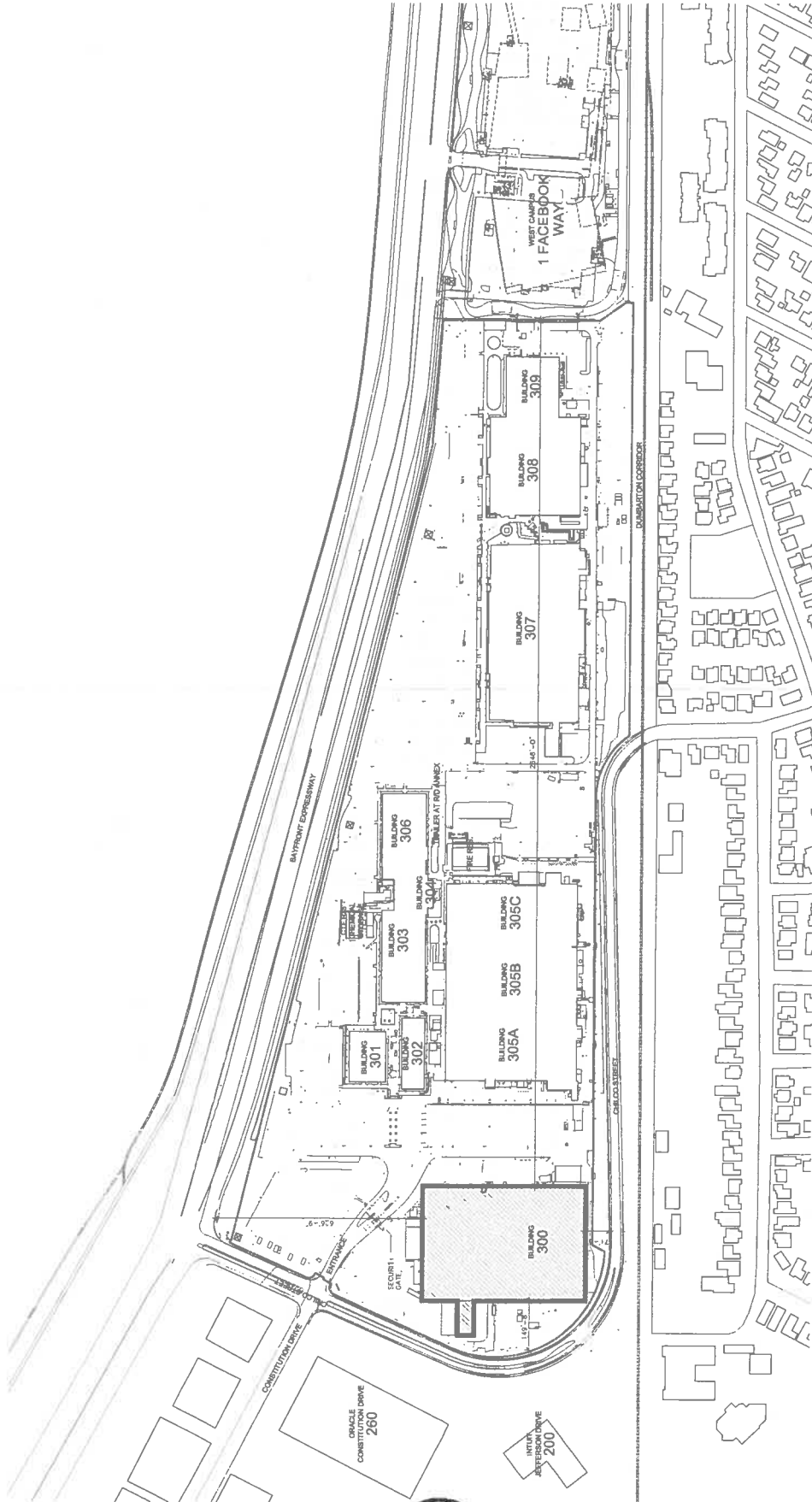
SCALE

1"=150'

DATE

11/20/2014

GEHRY PARTNERS, LLP



135

GEHRY PARTNERS, LLP.
ARCHITECT
1000 CALIFORNIA STREET
SUITE 1000
SAN FRANCISCO, CA 94108
TEL: 415-440-5000
FAX: 415-440-5006

CONSULTANTS
BMP ENGINEERS
2500 AVENUE OF THE STARS
SUITE 100
FARMINGTON, CT 06030
TEL: 860-646-1000
FAX: 860-646-1001
PROJECT ENGINEER
FRANK J. BROWN
San Francisco, CA 94111
TEL: 415-387-9700

PAE
KIMBERLY DOWNEY
San Francisco, CA 94104
TEL: 415-397-2000

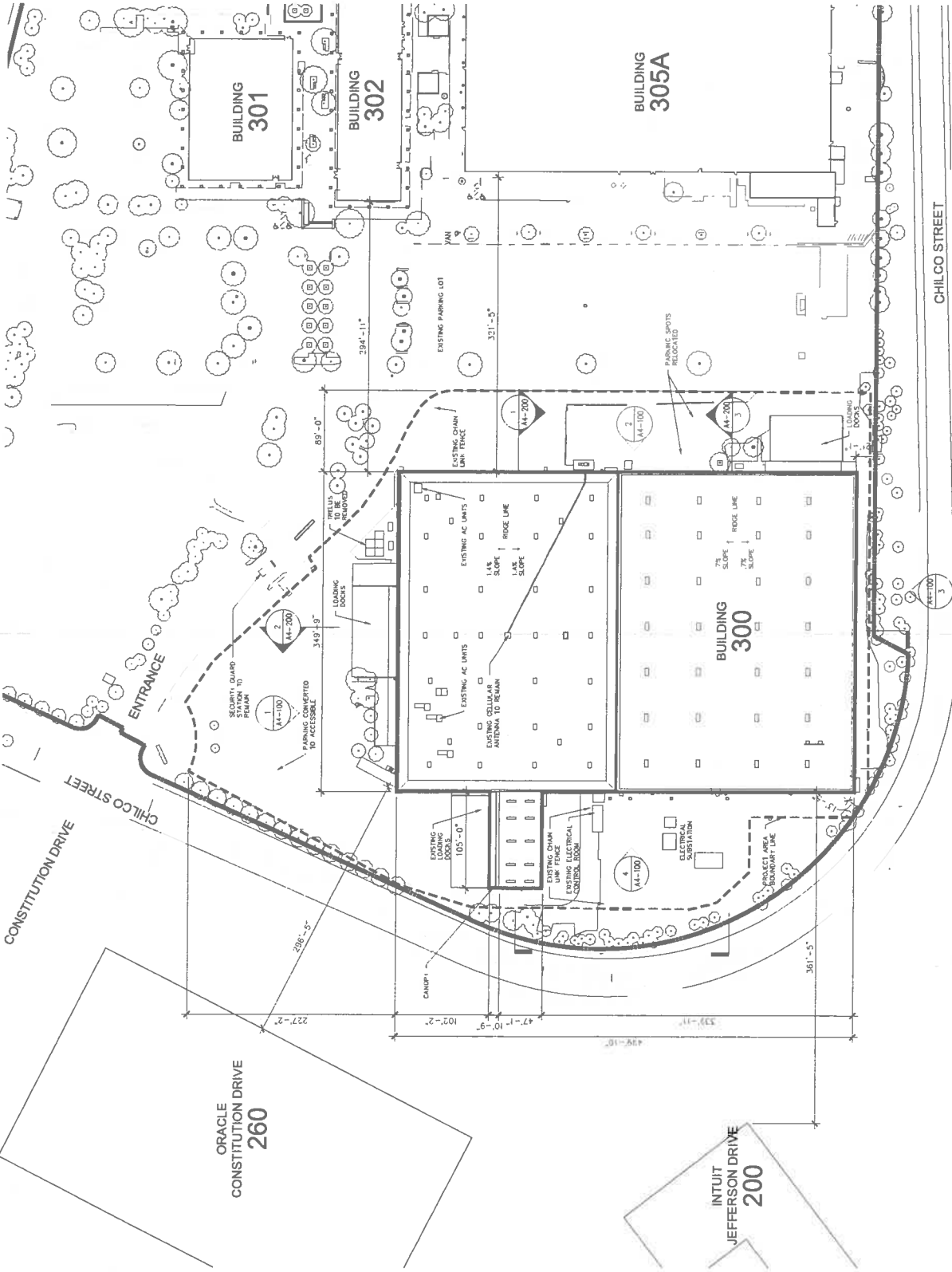
CMG
LAWSON & LUTHER
1100 MARKET STREET
SUITE 100
SAN FRANCISCO, CA 94102
TEL: 415-398-5000
FAX: 415-398-5001
ENGINEER OF RECORD
UNIVERSITY OF CALIFORNIA
SAN FRANCISCO, CA 94104
TEL: 415-775-7700

NO.	REVISION	DATE
1	ISSUED FOR PERMIT APPLICATION	11/11/14
2	FOR PERMIT APPLICATION	11/11/14
3	FOR PERMIT APPLICATION	11/11/14

FACEBOOK
300 CONSTITUTION DR.

EXISTING
SITE PLAN

PROJECT: 2014-017
SHEET: 1
DRAWN BY: J. BROWN
DATE: 11/09/2014
SHEET NUMBER: A1-200



(B36)

GEHRY PARTNERS, LLP.
 ARCHITECT
 1000 W. 10TH AVENUE
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ENVIRONMENTAL ENGINEERS
 2500 W. 10TH AVENUE, SUITE 200
 DENVER, CO 80202 USA
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PROFESSIONAL ENGINEERS
 STRUCTURAL CONSULTANT
 1000 W. 10TH AVENUE, SUITE 1000
 DENVER, CO 80202 USA
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 FAX: 310-480-3008

PAE
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 TEL: 310-480-3000
 FAX: 310-480-3008

CMG
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 TEL: 310-480-3000
 FAX: 310-480-3008

FACEBOOK
 300 CONSTITUTION DR.
 DENVER, CO 80202 USA
 TEL: 310-480-3000
 FAX: 310-480-3008

EXISTING PLAN
 LEVEL 1 & 2

EXISTING PLAN
 LEVEL 1 & 2

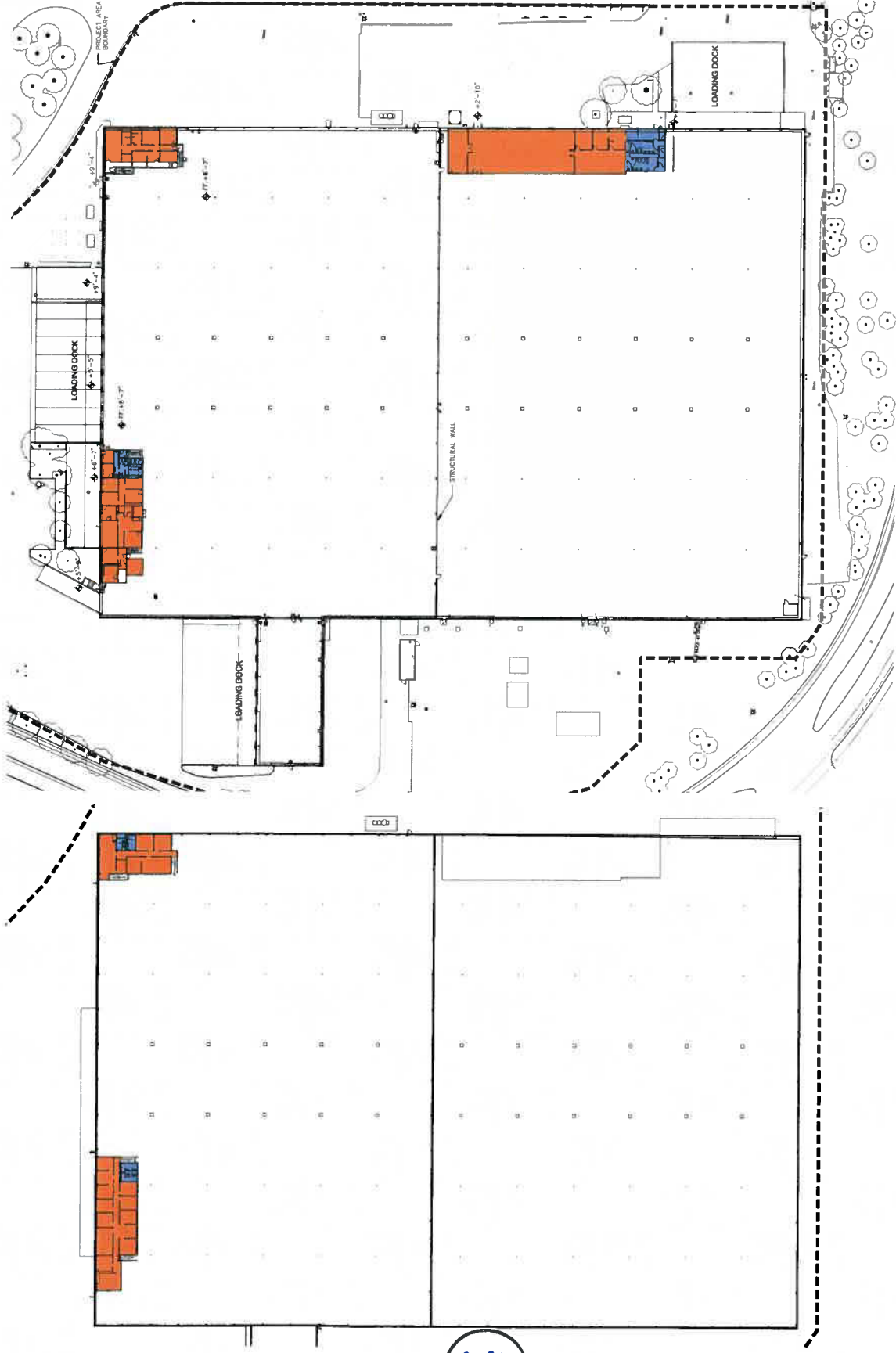
EXISTING PLAN
 LEVEL 1 & 2

EXISTING PLAN
 LEVEL 1 & 2

EXISTING PLAN
 LEVEL 1 & 2

EXISTING PLAN
 LEVEL 1 & 2

EXISTING PLAN
 LEVEL 1 & 2



EXISTING PLAN
 LEVEL 1

EXISTING USE LEGEND
 CONFERENCE ROOM/OFFICE
 RESTROOMS
 WAREHOUSE

EXISTING AREAS:
 EXISTING LEVEL 1: 180,000 SF
 EXISTING LEVEL 2: 161,438 SF
 TOTAL: 341,438 SF

EXISTING PLAN
 LEVEL 2

B9

GEHRY PARTNERS, LLP.
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1000 CALIFORNIA STREET, SUITE 200
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FAX: 310-482-2008

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BAY ENGINEERS
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FAX: 408-255-1008

STRUCTURAL ENGINEERS
FORD & REISER ENGINEERS
1000 CALIFORNIA STREET, SUITE 200
LOS ANGELES, CA 90068
TEL: 213-681-0900

PAE
HAPPY CORRAL LANE
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LOS ANGELES, CA 90068
TEL: 213-681-0900

CMG
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LOS ANGELES, CA 90068
TEL: 213-681-0900

MECHANICAL
HAPPY CORRAL LANE
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LOS ANGELES, CA 90068
TEL: 213-681-0900

ELECTRICAL
HAPPY CORRAL LANE
1000 CALIFORNIA STREET, SUITE 200
LOS ANGELES, CA 90068
TEL: 213-681-0900

NO.	DATE	DESCRIPTION
1	1/20/14	1. PRELIMINARY DESIGN APPLICATION
2	1/20/14	2. PRELIMINARY DESIGN APPLICATION

FACEBOOK
300 CONSTITUTION DR.

PROPOSED
CONCEPT PLAN
LEVEL 1
OPTION 1

PROJECT
2014-017
1000 CALIFORNIA STREET, SUITE 200
LOS ANGELES, CA 90068
DATE
1/20/2014



B10

GEHRY PARTNERS, LLP.
ARCHITECT
1200 MARKET STREET
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FAX: 415-432-3006

BOF ENGINEERS
3750 AVENUE OF THE STARS
SUITE 1000
DUBLIN, CA 94568
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FAX: 925-835-1001

POWELLBESSER ENGINEERS
300 PINE ST.
SUITE 200
SAN FRANCISCO, CA 94111
TEL: 415-433-8888

PAE
3000 CALIFORNIA BLVD.
SUITE 100
SAN FRANCISCO, CA 94109
TEL: 415-397-7500

CAG
LANDSCAPE CONSULTANT
1000 CALIFORNIA BLVD.
SUITE 100
SAN FRANCISCO, CA 94109
TEL: 415-397-7500

EXHIBIT
3000 CALIFORNIA BLVD.
SUITE 100
SAN FRANCISCO, CA 94109
TEL: 415-397-7500

NO.	ISSUE	DATE
1	ISSUE FOR PERMIT APPLICATION	02/2014
2	FOR PERMIT APPLICATION	07/2014

FACEBOOK
300 CONSTITUTION DR.

PROPOSED
CONCEPT PLAN
LEVEL 1
OPTION 2



PROJECT: 2014-017
DATE: 02/2014
DRAWN BY: [Signature]
CHECKED BY: [Signature]
SCALE: 1/8"=1'-0"
PROJECT NUMBER: A2-111



- PROPOSED USE LEGEND
- CONFERENCE ROOM/OFFICE
 - STAFF AMENITIES/SUPPORT & STORAGE
 - RESTROOMS/SHOWERS/JANITOR'S CLOSETS
 - ELECTRICAL & IT SPACES
 - LOBBIES
 - CAFES

OPTION 2: FEMA COMPLIANCE APPROACH
RAISE ONLY ENTRANCE LOBBIES TO +12.4' (1988 DATUM)

1

B11

GEHRY PARTNERS, LLP
ARCHITECT
1000 CALIFORNIA STREET, SUITE 1000
SAN FRANCISCO, CA 94108
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FAX: 415-774-2001

FORSLER ENGINEERS
STRUCTURAL ENGINEERS
1000 CALIFORNIA STREET, SUITE 1000
SAN FRANCISCO, CA 94108
TEL: 415-774-2000
FAX: 415-774-2001

FACEBOOK
300 CONSTITUTION DR.
SAN FRANCISCO, CA 94108
TEL: 415-774-2000
FAX: 415-774-2001

DATE: 11/20/2014
BY: J. L. G. / J. L. G.
CHECKED: J. L. G. / J. L. G.
DATE: 11/20/2014
BY: J. L. G. / J. L. G.
CHECKED: J. L. G. / J. L. G.

PROPOSED
CONCEPT PLAN
LEVEL 1
OPTION 3

PROJECT: 2014-017
SHEET NUMBER: A2-112
DATE: 11/20/2014
DRAWN BY: J. L. G.



- PROPOSED USE LEGEND
- CONFERENCE ROOM/OFFICE
 - STAFF AMENITIES/SUPPORT & STORAGE
 - RESTROOMS/SHOWERS/JANITOR'S CLOSETS
 - ELECTRICAL & IT SPACES
 - LOBBIES
 - CAFES

OPTION 2: FEMA COMPLIANCE APPROACH
RAISE ONLY ENTRANCE LOBBIES TO +12'-4" (1988 DATUM)
1 1/32" = 1'-0"

B12

GEHRY PARTNERS, LLP.
 ARCHITECT
 1000 W. 10TH STREET
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 FAX: 860-646-1001

MECHANICAL ENGINEERS
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 SUITE 1000
 FARMINGTON, CT 06030
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 FAX: 860-646-1001

ELECTRICAL ENGINEERS
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 SUITE 1000
 FARMINGTON, CT 06030
 TEL: 860-646-1000
 FAX: 860-646-1001

PLUMBING ENGINEERS
 1000 W. 10TH STREET
 SUITE 1000
 FARMINGTON, CT 06030
 TEL: 860-646-1000
 FAX: 860-646-1001

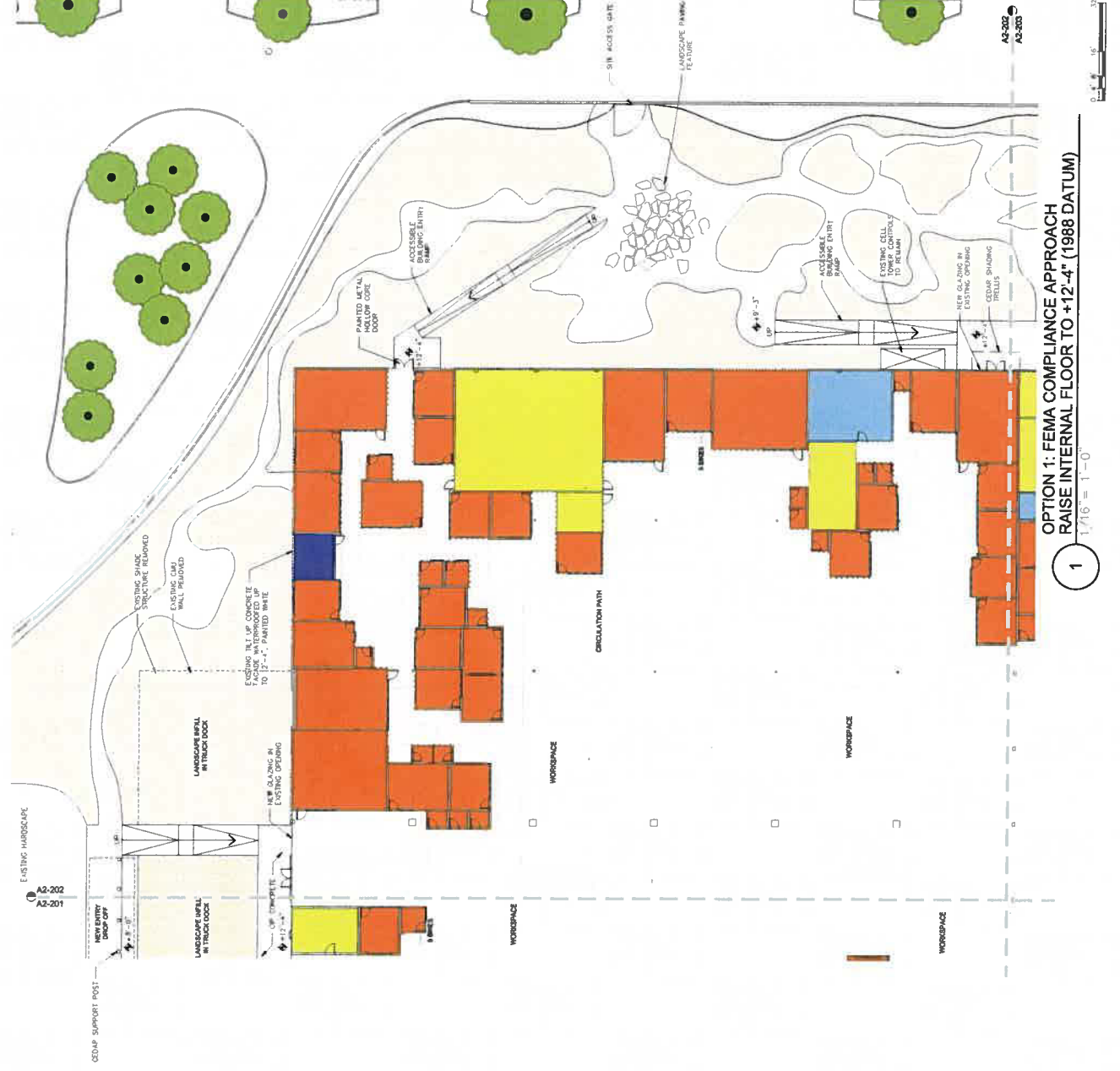
ENVIRONMENTAL ENGINEERS
 1000 W. 10TH STREET
 SUITE 1000
 FARMINGTON, CT 06030
 TEL: 860-646-1000
 FAX: 860-646-1001

LANDSCAPE ARCHITECTS
 1000 W. 10TH STREET
 SUITE 1000
 FARMINGTON, CT 06030
 TEL: 860-646-1000
 FAX: 860-646-1001

FACEBOOK
 300 CONSTITUTION DR.

**PROPOSED
 CONCEPT PLAN
 LEVEL 1
 ENLARGED PLAN
 OPTION 1**

PROJECT
 2014-017
 11/16/11
 11/20/2014
 11/20/2014



- PROPOSED USE LEGEND**
- CONFERENCE ROOM/OFFICE
 - STAFF AMENITIES/SUPPORT & STORAGE
 - RESTROOMS/SHOWERS/JANITOR'S CLOSETS
 - ELECTRICAL & IT SPACES
 - LOBBIES
 - CAFES

B14



- PROPOSED USE LEGEND
- CONFERENCE ROOM/OFFICE
 - STAFF AMENITIES/SUPPORT & STORAGE
 - RESTROOMS/SHOWERS/JANITOR'S CLOSETS
 - ELECTRICAL & IT SPACES
 - LOBBIES
 - CAFES

B15

GEHRY PARTNERS, LLP
ARCHITECT
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SAN FRANCISCO, CA 94109
TEL: 415-543-7500

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LANDSCAPE CONSULTANT
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ENVIRONMENTAL
CONSULTANT
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SAN FRANCISCO, CA 94111
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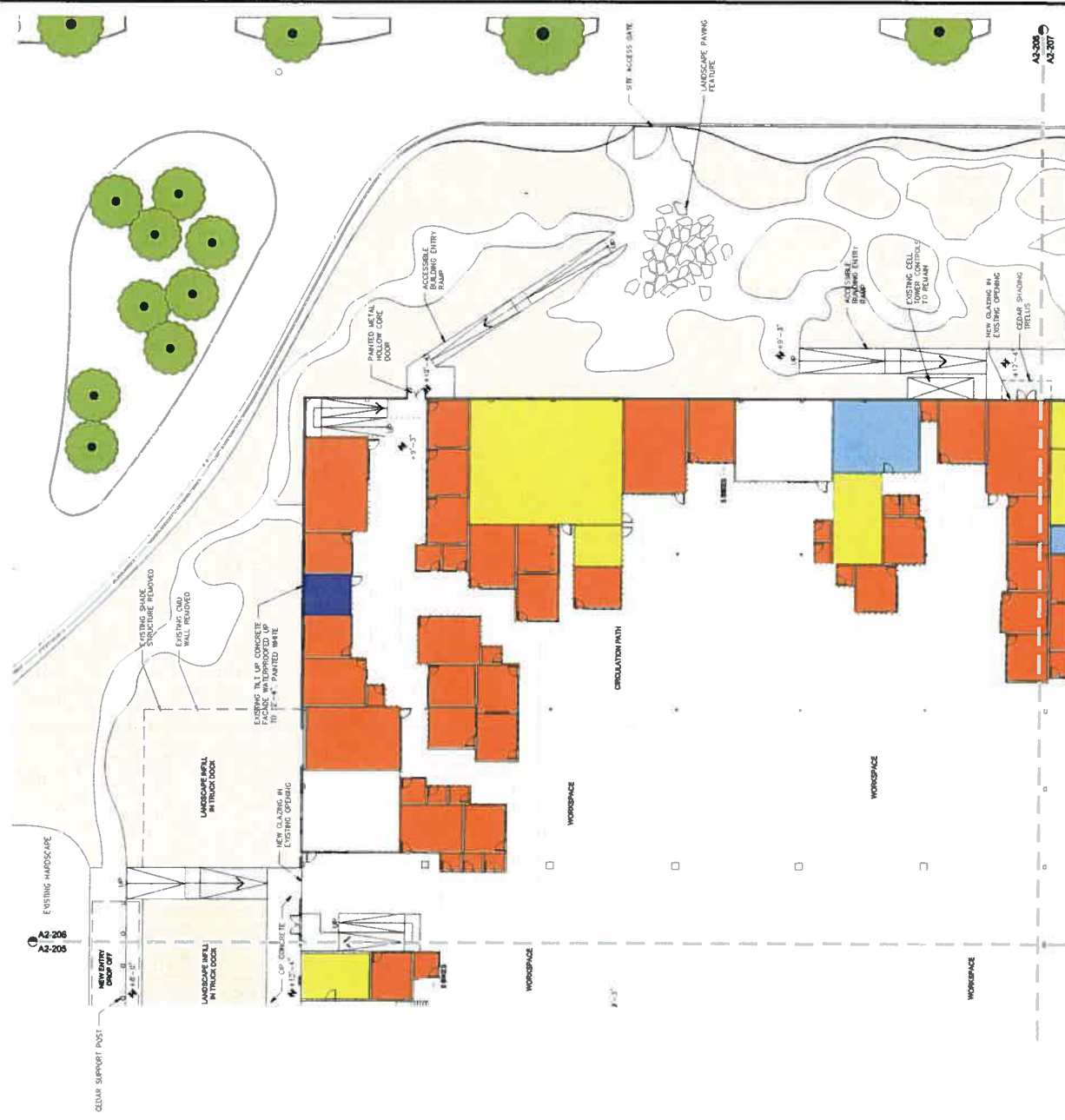
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6	ISSUE	12/14/14
7	ISSUE	12/14/14
8	ISSUE	12/14/14
9	ISSUE	12/14/14
10	ISSUE	12/14/14

FACEBOOK
300 CONSTITUTION DR.

PROPOSED
CONCEPT PLAN
LEVEL 1
ENLARGED PLAN
OPTION 2



PROJECT: 2014-017
DATE: 1/16/15
DRAWN BY: JH
SCALE: 1/16" = 1'-0"
SHEET NUMBER: A2-206
11/02/2014



OPTION 2: FEMA COMPLIANCE APPROACH
RAISE ONLY ENTRANCE LOBBIES TO +12'-4" (1988 DATUM)

1

- PROPOSED USE LEGEND
- CONFERENCE ROOM/OFFICE
 - STAFF AMENITIES/SUPPORT & STORAGE
 - RESTROOMS/SHOWERS/JANITOR'S CLOSETS
 - ELECTRICAL & IT SPACES
 - LOBBIES
 - CAFES

1318

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PAE
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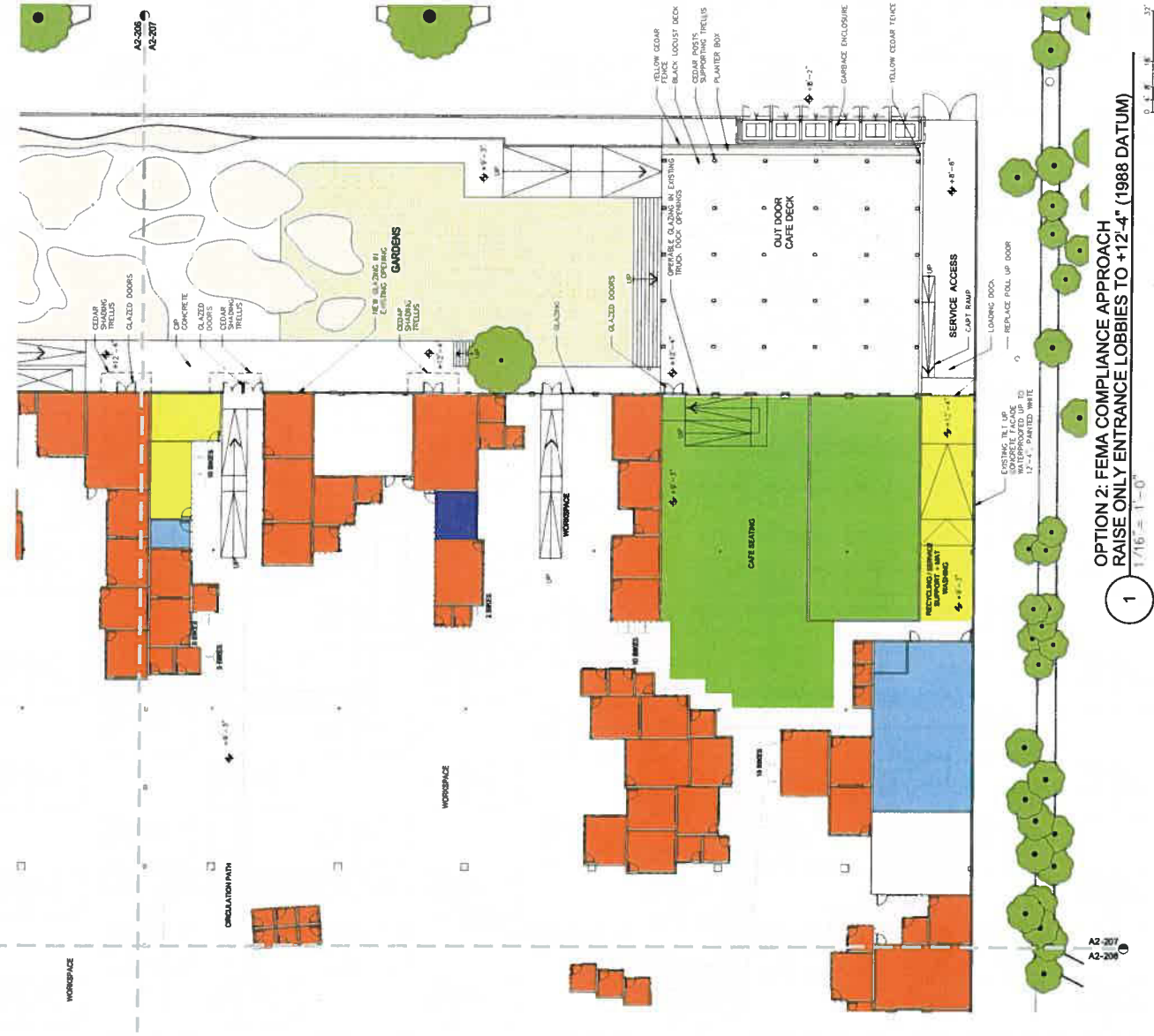
CMG
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 TEL: 310-462-0000
 FAX: 310-462-0005

ENGINEERING
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FACEBOOK
 300 CONSTITUTION DR.
 300 CONSTITUTION DR.

PROPOSED
CONCEPT PLAN
LEVEL 1
ENLARGED PLAN
OPTION 2

PROJECT
 2014-017
 516'-4"
 516'-4"
 11/20/2014



- PROPOSED USE LEGEND**
- CONFERENCE ROOM/OFFICE
 - STAFF AMENITIES/SUPPORT & STORAGE
 - RESTROOMS/SHOWERS/JANITOR'S CLOSETS
 - ELECTRICAL & IT SPACES
 - LOBBIES
 - CAFES

OPTION 2: FEMA COMPLIANCE APPROACH
RAISE ONLY ENTRANCE LOBBIES TO +12'-4" (1988 DATUM)

1

1/16" = 1'-0"

B19

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FACEBOOK
 300 CONSTITUTION DR.

PROPOSED
CONCEPT PLAN
LEVEL 1
ENLARGED PLAN
OPTION 2

PROJECT
 2014-017
DATE
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DATE
 1/16/2014



- PROPOSED USE LEGEND**
- CONFERENCE ROOM/OFFICE
 - STAFF AMENITIES/SUPPORT & STORAGE
 - RESTROOMS/SHOWERS/JANITOR'S CLOSETS
 - ELECTRICAL & IT SPACES
 - LOBBIES
 - CAFES

B20



PROPOSED USE LEGEND

- CONFERENCE ROOM/OFFICE
- STAFF AMENITIES/SUPPORT & STORAGE
- RESTROOMS/SHOWERS/JANITOR'S CLOSETS
- ELECTRICAL & IT SPACES
- LOBBIES
- CAFES

B21

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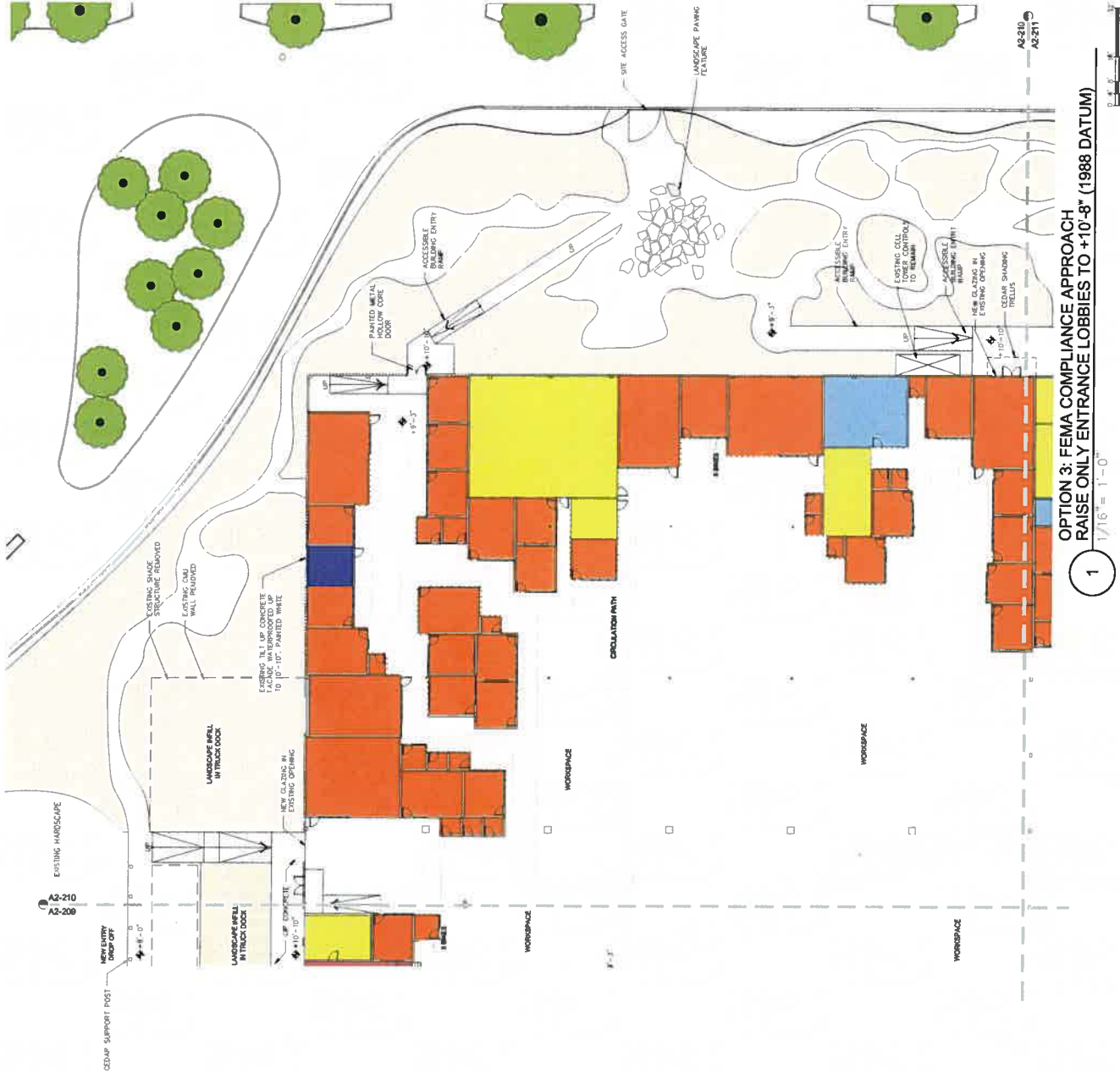
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LEVEL 1
ENLARGED PLAN
OPTION 3

PROJECT NUMBER
 2014-017

A2-210

DATE
 11/20/2014

SCALE
 1/16" = 1'-0"



- PROPOSED USE LEGEND**
- CONFERENCE ROOM/OFFICE
 - STAFF AMENITIES/SUPPORT & STORAGE
 - RESTROOMS/SHOWERS/JANITOR'S CLOSETS
 - ELECTRICAL & IT SPACES
 - LOBBIES
 - CAFES

OPTION 3: FEMA COMPLIANCE APPROACH
RAISE ONLY ENTRANCE LOBBIES TO +10'-8" (1988 DATUM)

B22

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PROPOSED USE LEGEND

- CONFERENCE ROOM/OFFICE
- STAFF AMENITIES/SUPPORT & STORAGE
- RESTROOMS/SHOWERS/JANITOR'S CLOSETS
- ELECTRICAL & IT SPACES
- LOBBIES
- CAFES

OPTION 3: FEMA COMPLIANCE APPROACH
 RAISE ONLY ENTRANCE LOBBIES TO +10'-8" (1988 DATUM)

1

1/16" = 1'-0"

A2-211
 A2-212

PROPOSED
 CONCEPT PLAN
 LEVEL 1
 ENLARGED PLAN
 OPTION 3



PRODUCT
 2014-017
 1/16" = 1'-0"
 DRAWN BY
 DATE
 1/12/2014

A2-211

SHEET NUMBER
 1/12/2014



B23

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1	FOR PRINT PRODUCTION	10/20/18

FACEBOOK
300 CONSTITUTION DR.

PROPOSED
CONCEPT PLAN
LEVEL 1
ENLARGED PLAN
OPTION 3

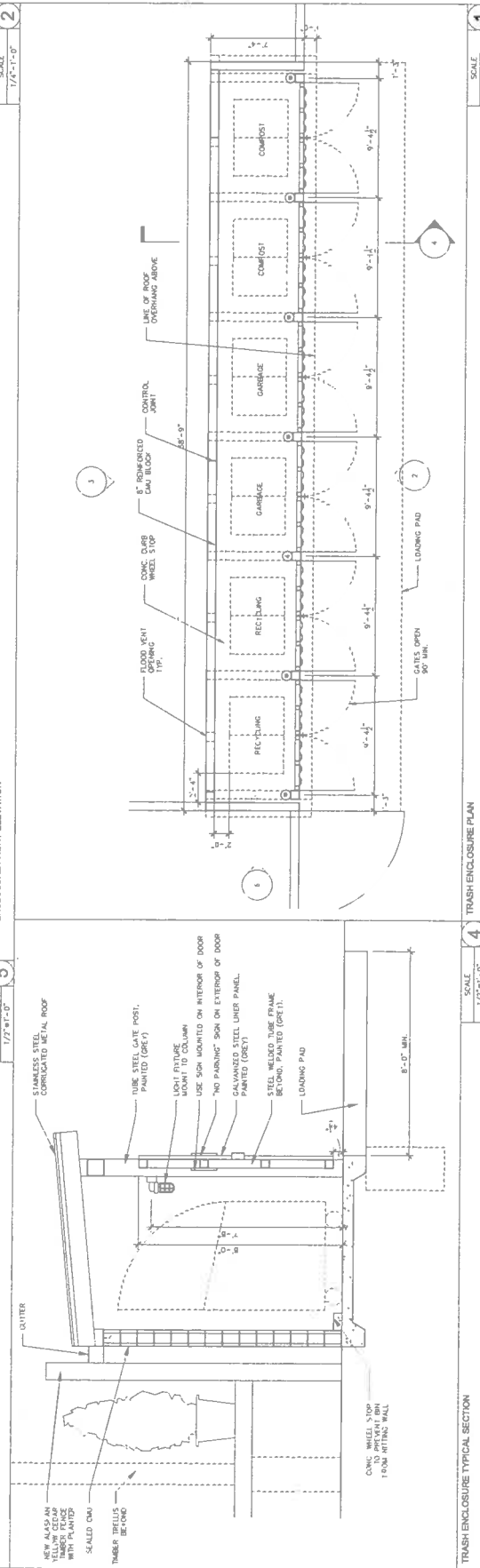
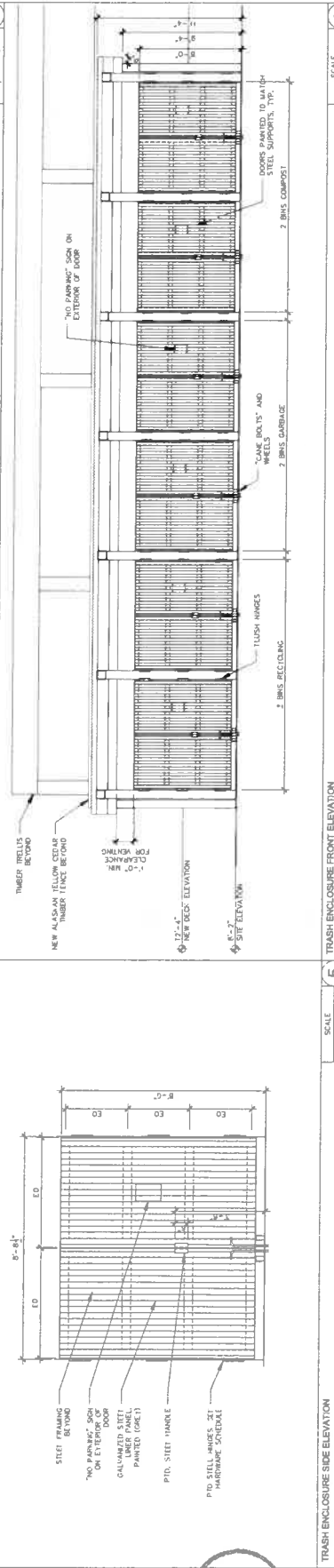
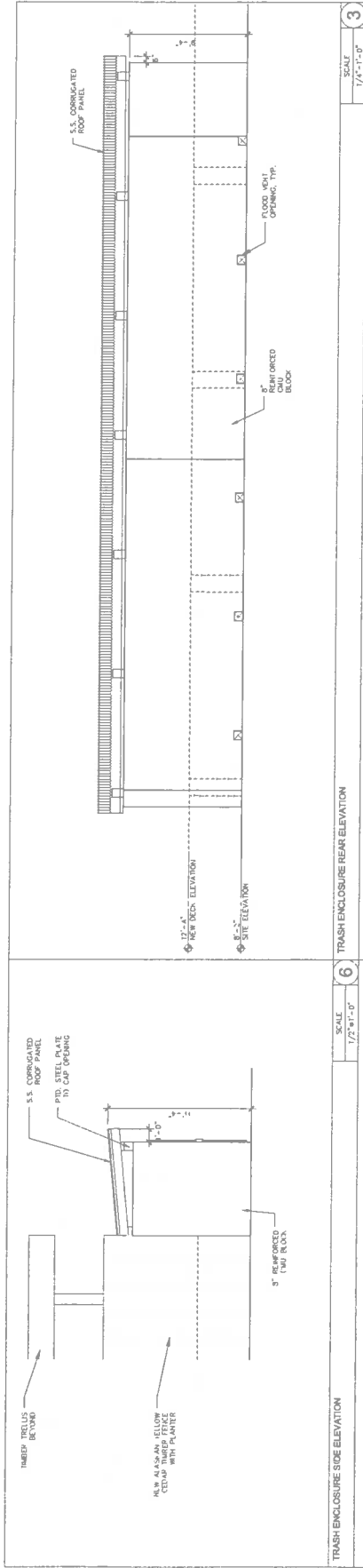


PROJECT NUMBER
2014-017
DATE
10/20/18
DRAWN BY
10/20/18
SCALE
1/16" = 1'-0"

A2-212



B24



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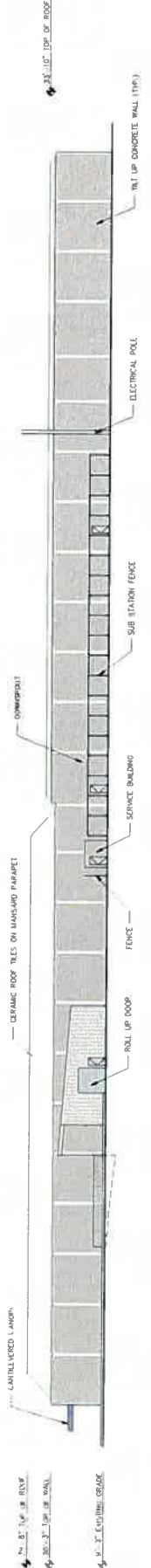
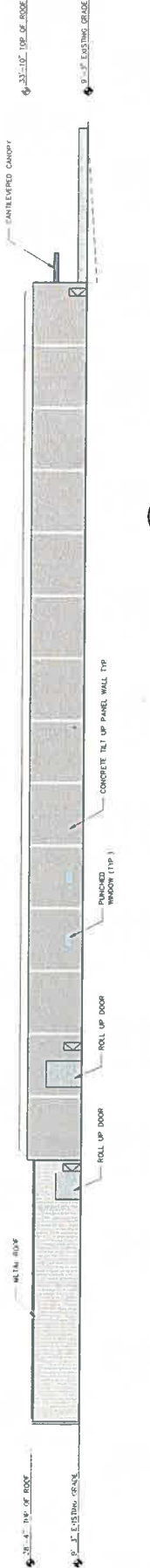
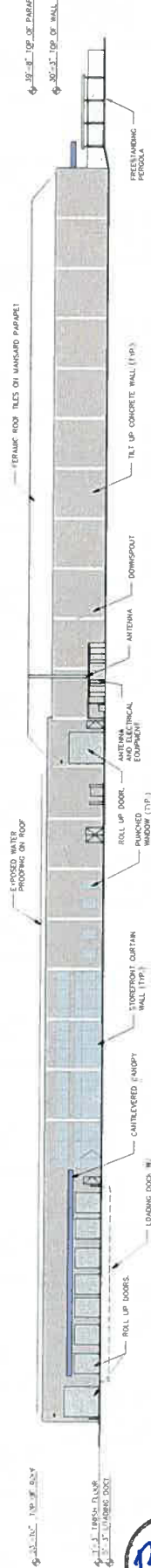
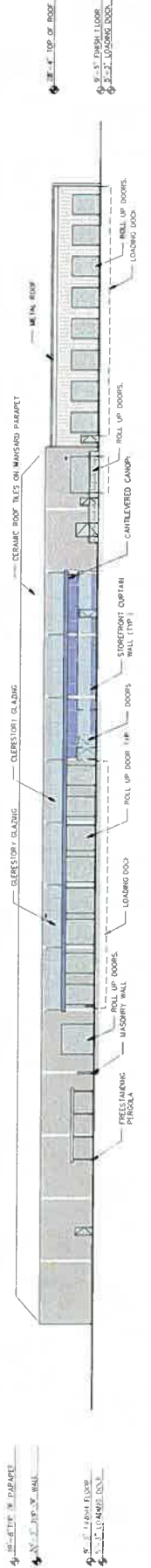
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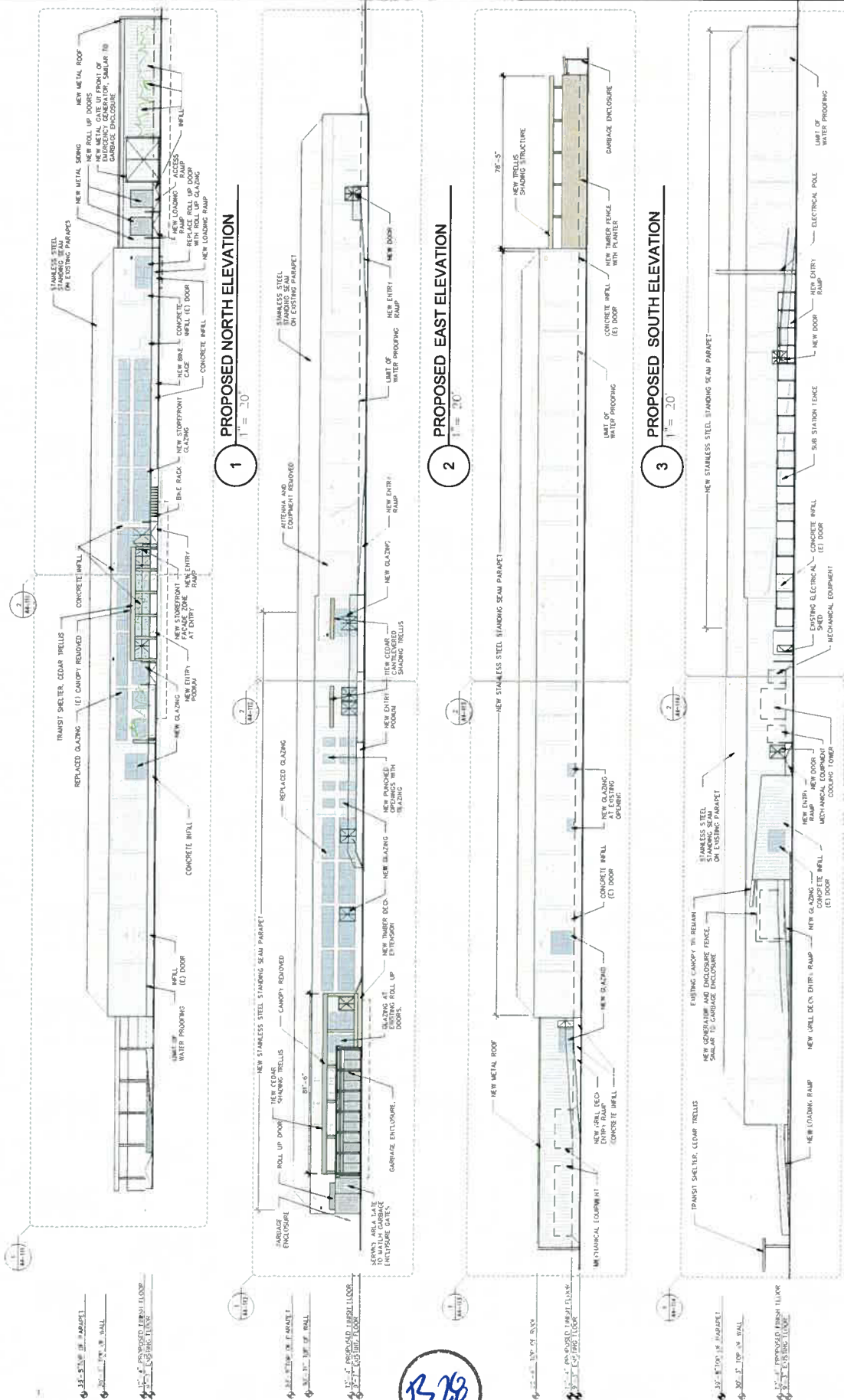
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PROJECT NUMBER
2014-017
SCALE
1"=20'
DATE
11/20/2014

A4-100

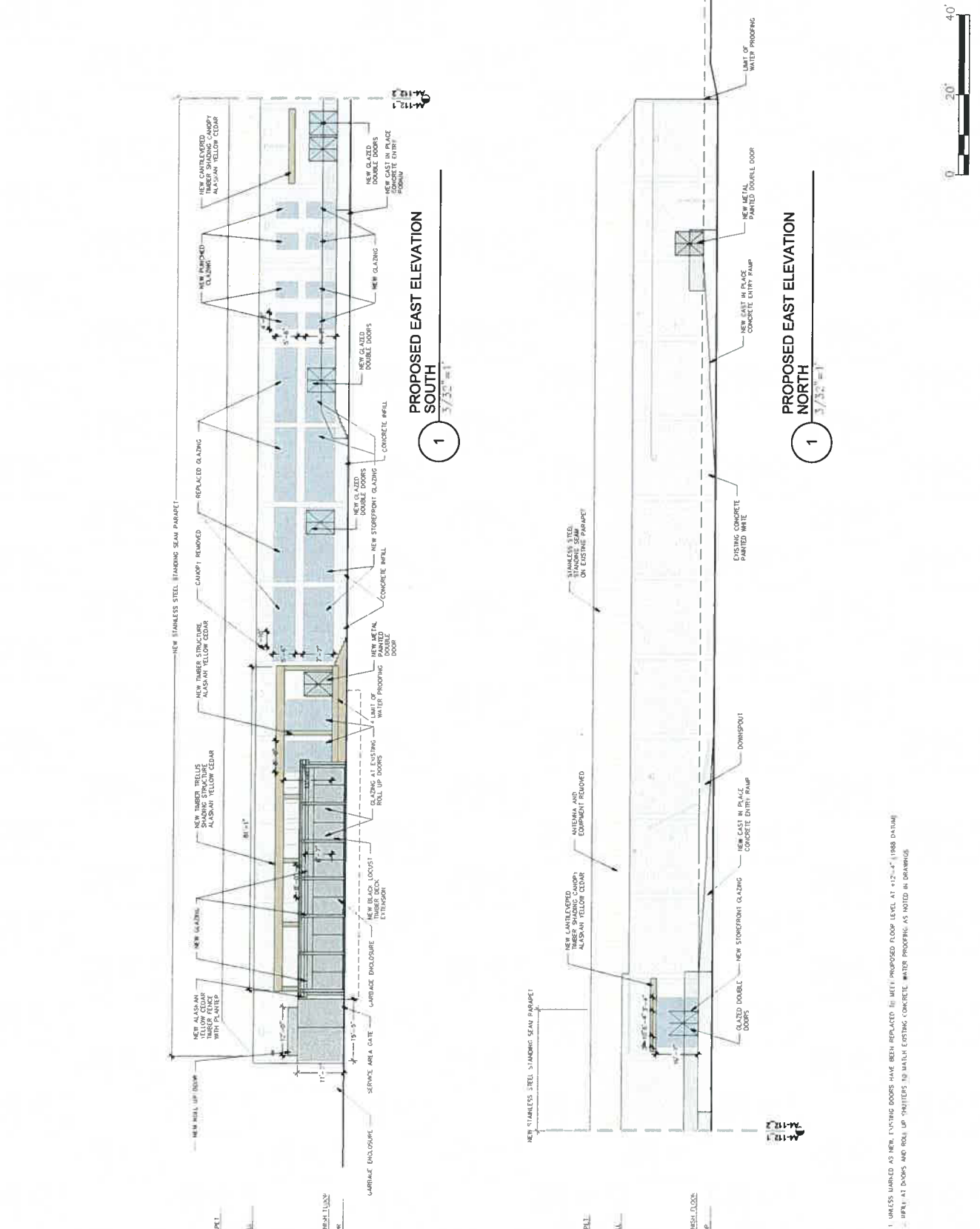


B27



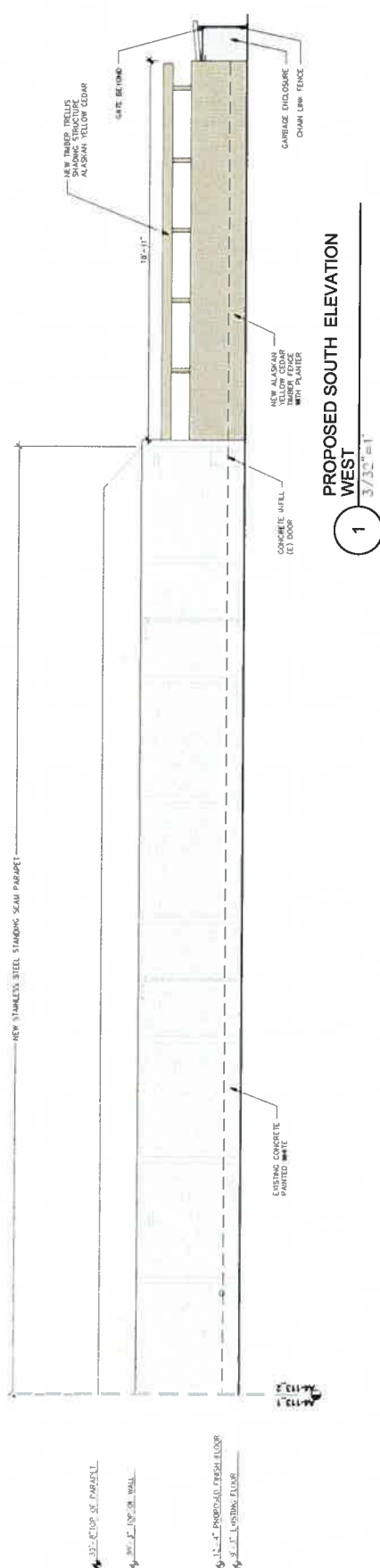
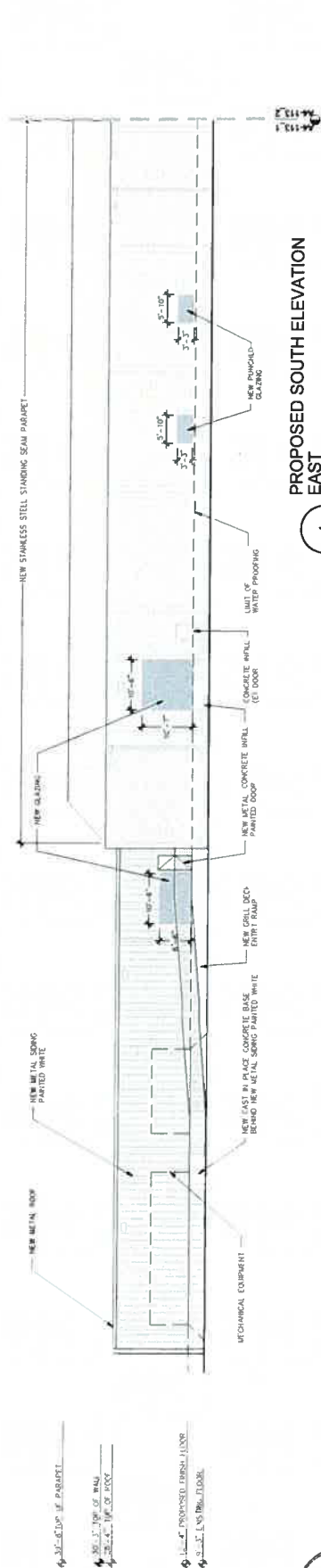
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PIPEL AT UNIONS AND ROLL UP JOINTERS TO MATCH EXISTING. CONCRETE WATER PROOFING AS NOTED IN DRAWINGS.

1328



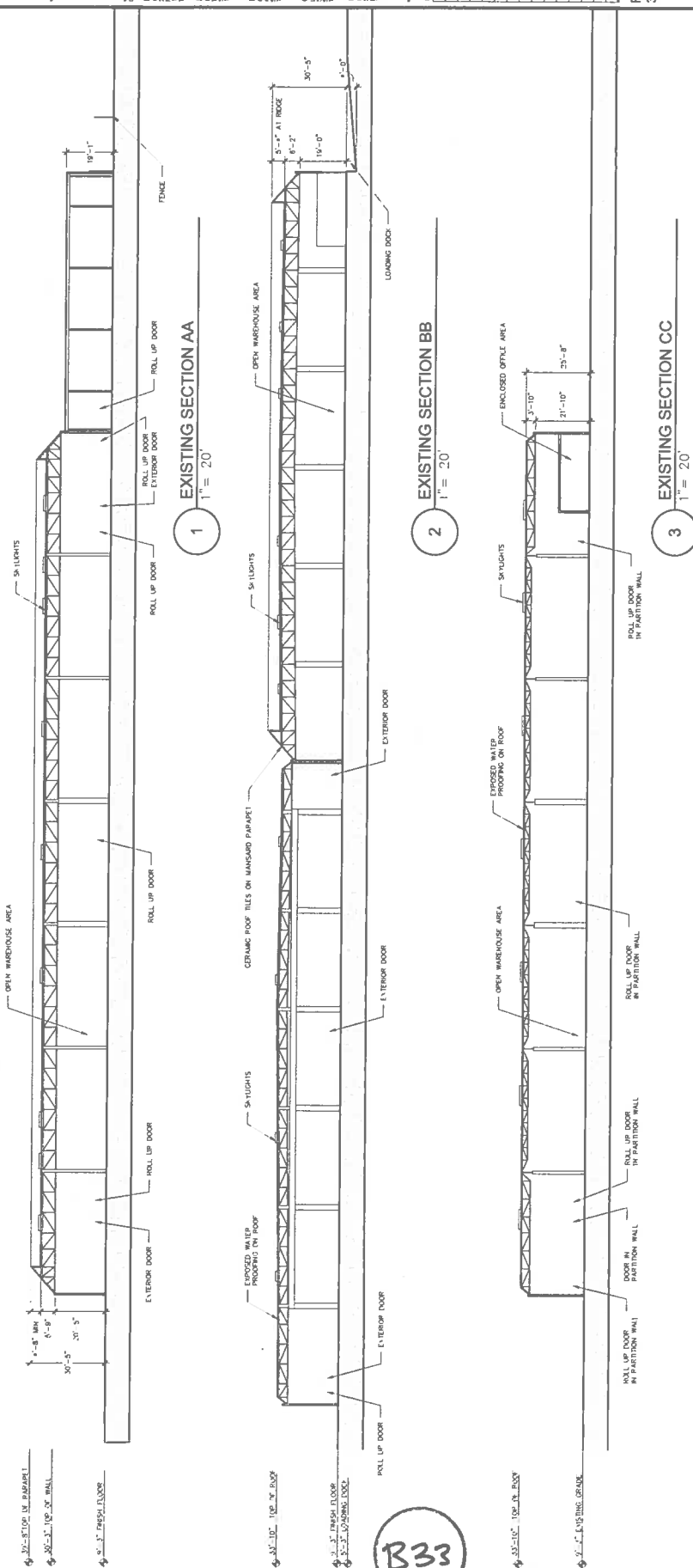
1. UNLESS LABELED AS NEW, EXISTING DOORS HAVE BEEN REPLACED. (H) MEANS PROPOSED FLOOR LEVEL AT +12'-4\"/>

B30



URK1 IS MARKED AS THE EXITING DOOR. HAVE BEEN REPLACED TO MEET PROPOSED FLOOR LEVEL AT $\pm 12'-4"$ (1988 DATUM).
WELL AT FLOOR AND ROLL UP SHUTTERS TO MATCH EXISTING CONCRETE. WATER PROOFING AS NOTED IN DRAWINGS.

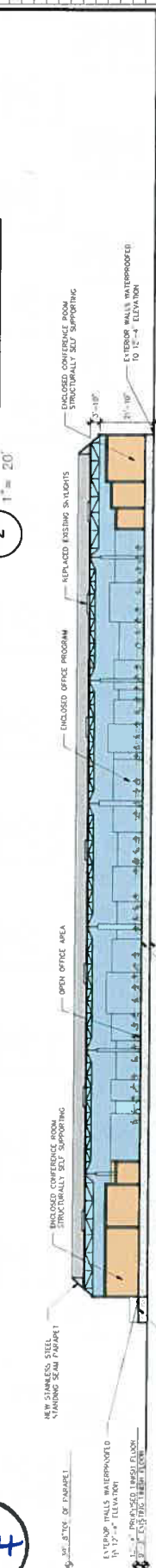
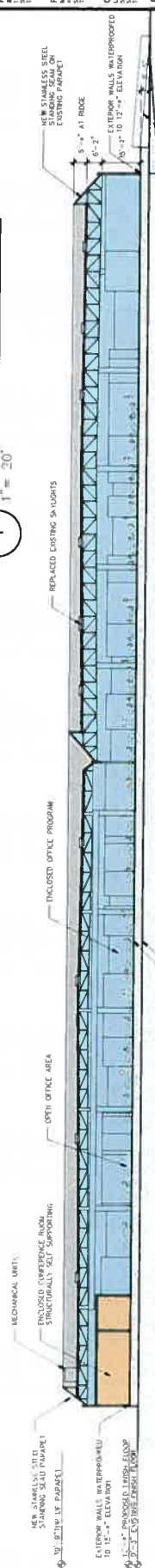
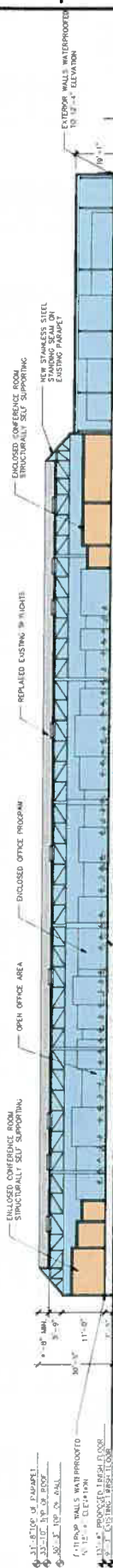
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BAYVIEW, MI 48064-3000
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FACEBOOK
300 CONSTITUTION DR.

FILE
EXISTING
SECTIONS

PROJECT NUMBER
2014-017
SCALE
1" = 20'
DATE
1/12/2014
A4-200

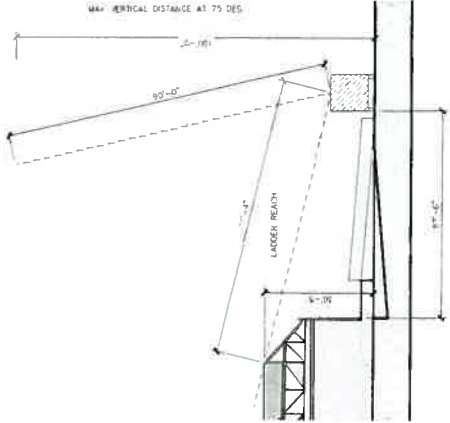


OPTION 1: FEMA COMPLIANCE APPROACH
RAISE INTERNAL FLOOR TO +12'-4" (1988 DATUM)

B34

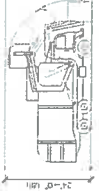


SERVICE VEHICLE ACCESS PLAN

$$1) \frac{ACCE}{1^{\text{st}} = 50}$$


**FIRE TRUCK
LADDER ACCESS**

2



GARBAGE TRUCK

3

B37

CONSULTANTS

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FACEBOOK

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11/20/2014	100	ISSUE FOR PRELIMINARY DESIGN

FACEBOOK
300 CONSTITUTION DR.

MATERIALS BOARD

PRODUCT

2014-017
DATE: 11/20/2014
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CHECKED BY: A9-100
REVISION: 11/20/2014

3 WHITE PAINT

BURNING CONCRETE TILT-UP PANELS
BASED ON DESIGN: PHASE 2 DRAFT C 8 2010071
METAL BEAMS AND HOLLOW CONCRETE METAL DOORS
LOW SHEAR WHITE PAINT FINISH
BASED ON DESIGN: PHASE 2 DRAFT C 8 2010071

4 GREY PAINT

GAUZE ENCLOSURE
BASED ON DESIGN: PHASE 2 DRAFT C 8 2010071
BASED ON DESIGN: PHASE 2 DRAFT C 8 2010071

2 LOW IRON GLASS WITH ANODIZED ALUMINUM FRAMES

STORE FRONT GLAZING AND WINDOWS
WHITE PAINT AS REQUIRED
BASED ON DESIGN: PHASE 2 DRAFT C 8 2010071

1 STAINLESS STEEL

ROOF FINISH: STAINLESS STEEL
BASED ON DESIGN: PHASE 2 DRAFT C 8 2010071
GARAGE ENCLOSURE ROOF
CORRUGATED METAL STAINLESS STEEL

6 ALASKAN YELLOW CEDAR TIMBER

TRILLER AND FENCING

5 BLACK LOCUST TIMBER

OUTDOOR CAVE DECK

7 CHAIN LINK FABRIC

MECHANICAL ENCLOSURE AND REPAIRMENT SITE FENCE
CHAIN LINK FABRIC 2" SIZE 6" GALVANIZED

LEGEND:

FOCUS ROOM (63)
COZY ROOM (61)
SMALL CONFERENCE (76)
MEDIUM CONFERENCE (24)
LARGE CONFERENCE (12)
BOOTCAMP TRAINING (10)
MICRO KITCHENS (4)
SUPPORT
RESTROOMS
HEALTH CENTER
LOBBY
CAFE

OFFICE
ENTRANCE

B39

**FACILITY
OPERATIONS**

350
30

2

100	100
100	100



--	--	--	--

EXAMPLE OF BAYS WITH NEW MECHANICAL DISTRIBUTION SYSTEMS ON ROOF ABOVE. THE NOTED RETROFIT ACTION IS REQUIRED AT ALL SIMILAR CONDITIONS!

64 TYPICAL @ EACH
COLUMN IN THESE RAYS

1 TYPICAL @ EACH
TIP PANEL JOINT

COLUMN IN THIS BAY

NOTE
FOR DEFINITION OF KEYNOTES SEE CONCEPT
STRUCTURAL DESIGN REPORT

STRUCTURAL RETROFIT FIRST FLOOR AND FOUNDATION PLAN

FACEBOOK
300 CONSTITUTION DR.

GEHRY PARTNERS, LLP
ARCHITECT
12541 BELAIR BLVD., SUITE 1
LOS ANGELES, CA 90066 USA
TEL 310-482-3000
FAX 310-482-3006

CONCRETE TANKS

BNT ENGINEERS
CIVIL ENGINEERS
225 MORTIMER DRIVE, SUITE 200
REDWOOD CITY, CA 94065
TEL (650) 493-6300
FAX (650) 492-6399

FORELLEBESSER ENGINEERS
STRUCTURAL CONSULTANT
160 Pine St.
San Francisco, CA 94111
TEL 415-337-0700

PAE
Majority CONSULTANT
425 California Street, Suite 1200

CARG
LIFE SAFETY CONSULTANT
500 3rd St., #215
San Francisco, CA 94107
TEL. 415-493-3070

EXPONENT
LIFE SAFETY CONSULTANT
3401 McCornell Ave.
Los Angeles, CA 90066
TEL. 310-754-2700

[illegible]

PROJECT: 2014-071
 SCALE: 1/32"=1'
 DRAWN BY: [redacted]
 DATE: 11/20/2014
 CHECKED BY: [redacted]
 SHEET NUMBER: S1

GEHRY PARTNERS, LLP.
 ARCHITECT
 1200 MARIN AVENUE
 SUITE 200
 SAN FRANCISCO, CA 94108
 TEL: 415-435-3000
 FAX: 415-435-3008

- EASEMENT INFORMATION**
- 1 PG&E EASEMENT
 - 2 WATER LINE EASEMENT
 - 3 SANITARY SEWER EASEMENT
 - 4 ROADWAY EASEMENT

AREA
59.31 ACRES

EXISTING PARKING COUNT

COMPACT PARKING	8
MOTORCYCLE PARKING	5
SECURITY PARKING	1
SERVICE VEHICLES PARKING	7
HANDICAP PARKING	29
STANDARD PARKING	1640
TOTAL	1690

LEGEND

- PROPERTY LINE
- - - EASEMENT

FLOOD ZONE
 FEMA ZONE AE
 BASE FLOOD ELEVATION IS 10.3 FEET (NAVD 88) OR 7.6 FEET (NGVD 29)*
 *PER FLOOD INSURANCE STUDY BY FEMA, OCTOBER 16, 2012

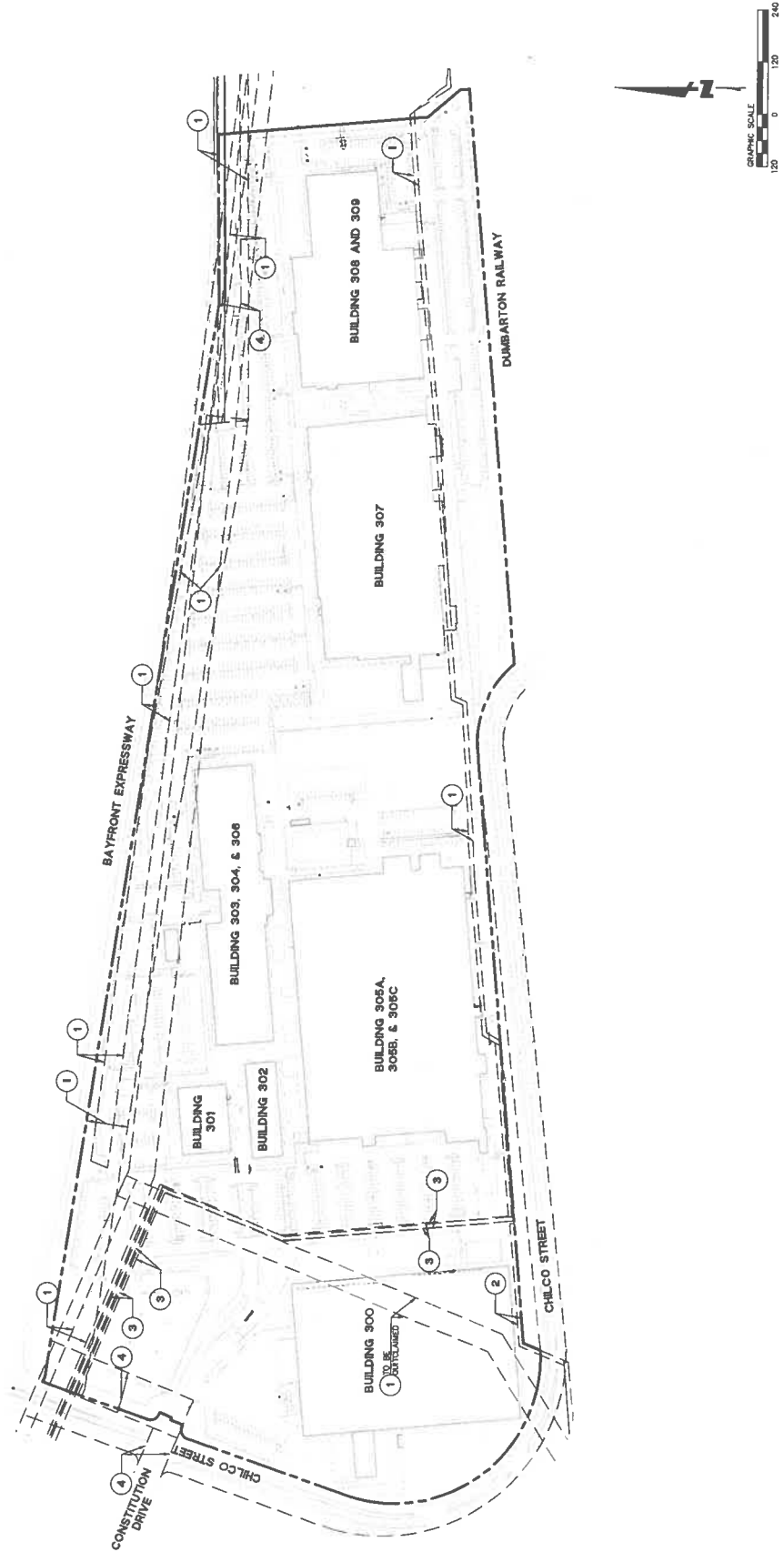
NOTES
 REFER TO ALTA/ACSM LAND TITLE SURVEY OF THE LANDS
 OF TYCO ELECTRONICS CORPORATION DATED MAY 30, 2014
 FOR ADDITIONAL EASEMENT INFORMATION.

CONSULTANTS
ENVIRONMENTAL
 BAY ENGINEERS
 225 BAYVIEW DRIVE, SUITE 200
 SAN FRANCISCO, CA 94134
 TEL: (415) 435-3000
 FAX: (415) 435-3008
FORECAST ENGINEERS
 STRUCTURAL CONSULTANTS
 2000 CALIFORNIA AVENUE
 SAN FRANCISCO, CA 94111
 TEL: 415-837-0700
P&E
 ARUP CONSULTANT
 1000 CALIFORNIA AVENUE, SUITE 1200
 SAN FRANCISCO, CA 94104
 TEL: 415-394-1700
CIVIL
 ARUP CONSULTANT
 1000 CALIFORNIA AVENUE, SUITE 1200
 SAN FRANCISCO, CA 94104
 TEL: 415-394-1700
GEOTECHNICAL
 ARUP CONSULTANT
 1000 CALIFORNIA AVENUE, SUITE 1200
 SAN FRANCISCO, CA 94104
 TEL: 415-394-1700

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THE
 EXISTING
 EASEMENTS
 PLAN

PROJECT
 2014-017
 SCALE
 1"=120'
 DRAWN BY
 BRUNO
 CHECKED BY
 BRUNO
 DATE
 10/22/2014
 SHEET NUMBER
 C1-100



(B41)

GEHRY PARTNERS, LLP.

ARCHITECT
1000 MARKET STREET
LOS ANGELES, CA 90008 USA
TEL: 310-462-3000
FAX: 310-462-3008

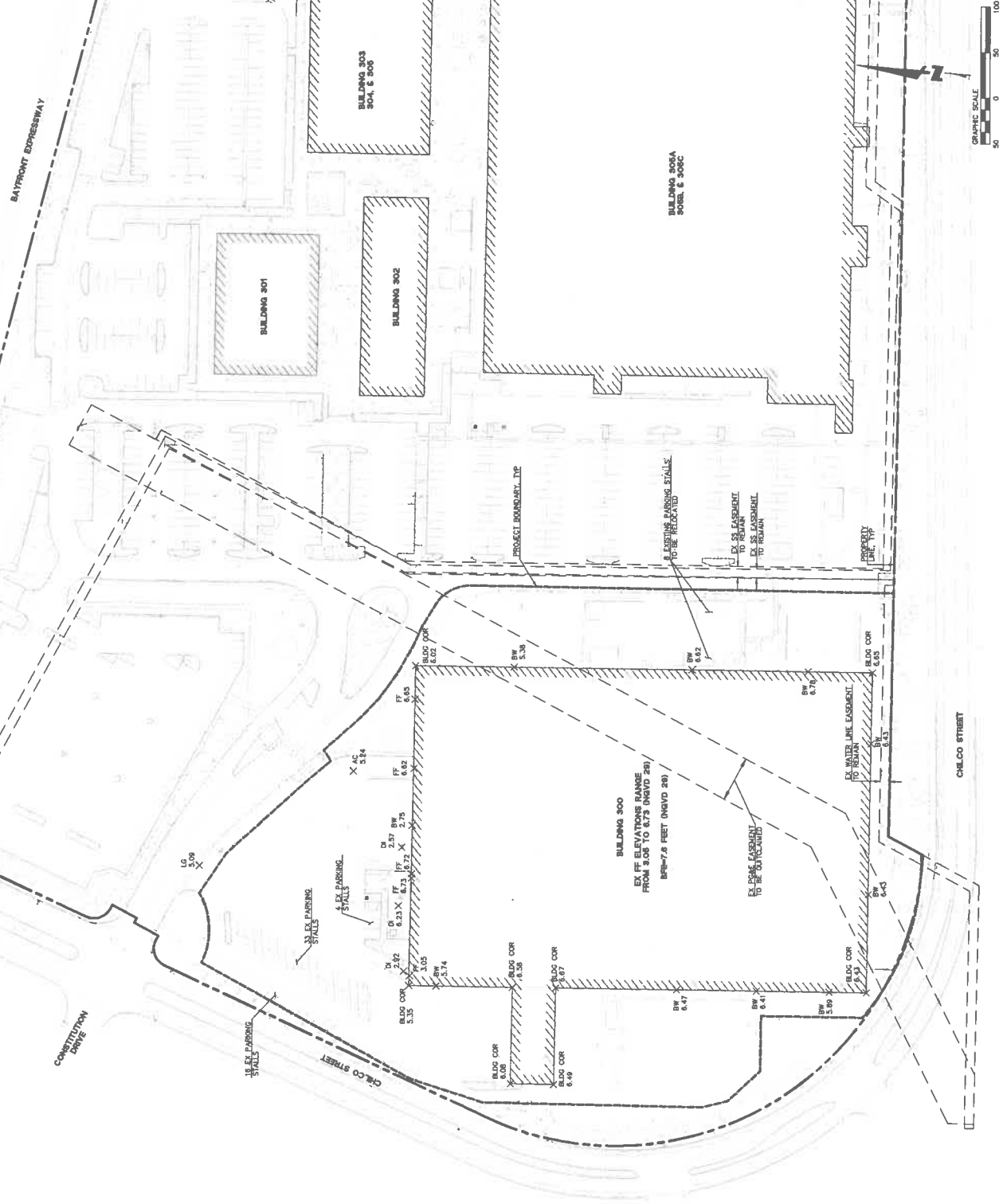
CONSULTANTS
STRUCTURAL ENGINEERS
300 SOUTH MAIN STREET, SUITE 200
LOS ANGELES, CA 90012
TEL: (213) 413-1000
FAX: (213) 413-1000
FORNELL SESSER ENGINEERS
STRUCTURAL CONSULTANT
300 SOUTH MAIN STREET, SUITE 200
LOS ANGELES, CA 90012
TEL: (213) 413-1000

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LOS ANGELES, CA 90012
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EXISTING
CONDITIONS
PLAN

PROJECT
2014-017
1-257
DRAWN BY
BPM/NC
DATE
1/25/2014
SHEET NUMBER
C2-200



- LEGEND
- PROPERTY LINE
 - PROJECT BOUNDARY
 - ABBREVIATIONS
 - AC ASPHALT CONCRETE
 - BLDG BUILDING
 - COR CORNER
 - FF FINISHED FLOOR
 - LG LOT OF GUTTER

B42

GEHRY PARTNERS, LLP.
ARCHITECT
1000 WILSON AVENUE
LOS ANGELES, CA 90008 USA
TEL: 310-462-3000
FAX: 310-462-3006

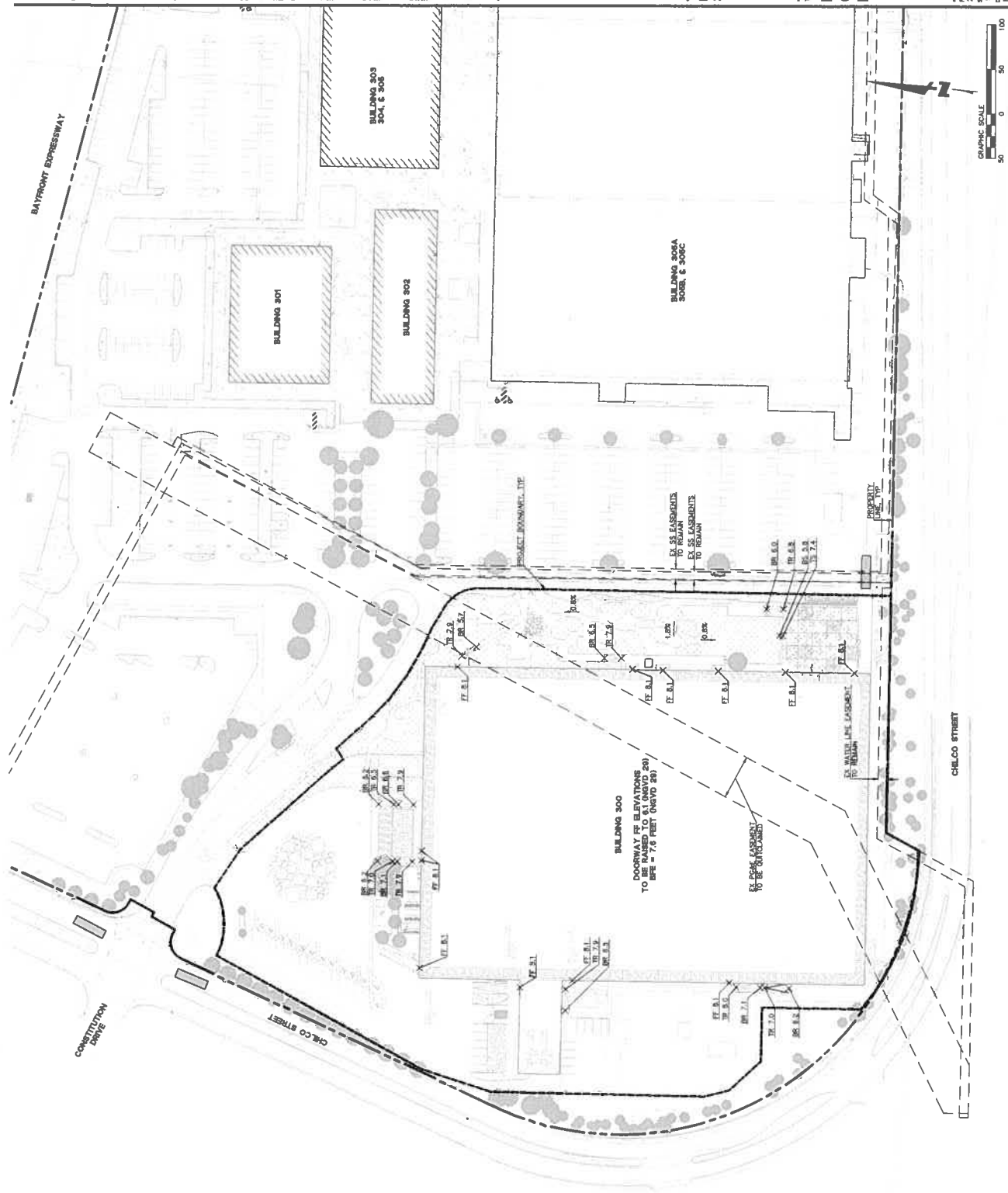
CONSULTANTS
DAY & ENGINEERS
1000 WILSON AVENUE, SUITE 200
LOS ANGELES, CA 90008 USA
TEL: (310) 462-3000
FAX: (310) 462-3006
FORRELL/BECKER ENGINEERS
STRUCTURAL CONSULTANT
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PAE
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FAX: (310) 462-3006
EPSON/DT
ARCHITECTURAL
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LOS ANGELES, CA 90008 USA
TEL: (310) 462-3000
FAX: (310) 462-3006

FACEBOOK
300 CONSTITUTION DR.

TITLE
PRELIMINARY
GRADING
PLAN - OPTION 3

PROJECT
2014-017
1"=50'
DRAWN BY
BPS/INC
10/29/2014
SHEET NUMBER
C3-301



1344

GEHRY PARTNERS, LLP
ARCHITECT
1000 MARKET STREET, SUITE 1000
SAN FRANCISCO, CA 94102
TEL: 415-440-3000
FAX: 415-440-3008

CONSULTANTS
BKF ENGINEERS
220 BROADWAY, SUITE 200
NEW YORK, NY 10007
TEL: (212) 486-1000
FAX: (212) 486-1001
PRACTICE ENGINEERS
PRACTICE ENGINEERS
300 FINE ST., SUITE 100
SAN FRANCISCO, CA 94104
TEL: 415-397-0700

P&E
Landscape Consultant
300 FINE ST., SUITE 100
SAN FRANCISCO, CA 94104
TEL: 415-397-0700

C&G
Landscape Consultant
300 FINE ST., SUITE 100
SAN FRANCISCO, CA 94104
TEL: 415-397-0700

EXPOSURE
Landscape Consultant
300 FINE ST., SUITE 100
SAN FRANCISCO, CA 94104
TEL: 415-397-0700

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PRELIMINARY
STORMWATER
QUALITY PLAN

PROJECT
2014-017
SHEET NUMBER
C4-400
DRAWN BY
BPS/UNC
DATE
10/29/2014
GHEHRY PARTNERS, LLP



LEGEND

PROPERTY LINE
PROJECT BOUNDARY

ABBREVIATIONS

AC ASPHALT CONCRETE
BW BACK OF WALK
C&G CONCRETE
DOW DRAINAGE
FF FINISHED FLOOR
LG LIFT UP OUTLET

OPTIONS 1 & 2

AREA	20,020 SF
EXISTING PERVIOUS AREA TO NEW PERVIOUS AREA	18,663 SF
EXISTING IMPERVIOUS AREA TO NEW PERVIOUS AREA	137 SF
EXISTING PERVIOUS AREA TO NEW IMPERVIOUS AREA	9,773 SF
EXISTING IMPERVIOUS AREA TO NEW IMPERVIOUS AREA	0 SF
TOTAL	6,830 SF

NO TREATMENT REQUIRED

OPTION 3 - PLAN NOT SHOWN

AREA	20,020 SF
EXISTING PERVIOUS AREA TO NEW PERVIOUS AREA	18,663 SF
EXISTING IMPERVIOUS AREA TO NEW PERVIOUS AREA	0 SF
EXISTING PERVIOUS AREA TO NEW IMPERVIOUS AREA	8,316 SF
EXISTING IMPERVIOUS AREA TO NEW IMPERVIOUS AREA	0 SF
TOTAL	6,316 SF

NO TREATMENT REQUIRED

1345

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FAX: 202-462-3006
POWELL & GOSSETT ENGINEERS
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CMG
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SUITE 200
WASHINGTON, D.C. 20004
TEL: 202-462-3000

DESIGNER
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SUITE 200
WASHINGTON, D.C. 20004
TEL: 202-462-3000

FACEBOOK
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TITLE

EXISTING
SANITARY
SEWER
SYSTEM

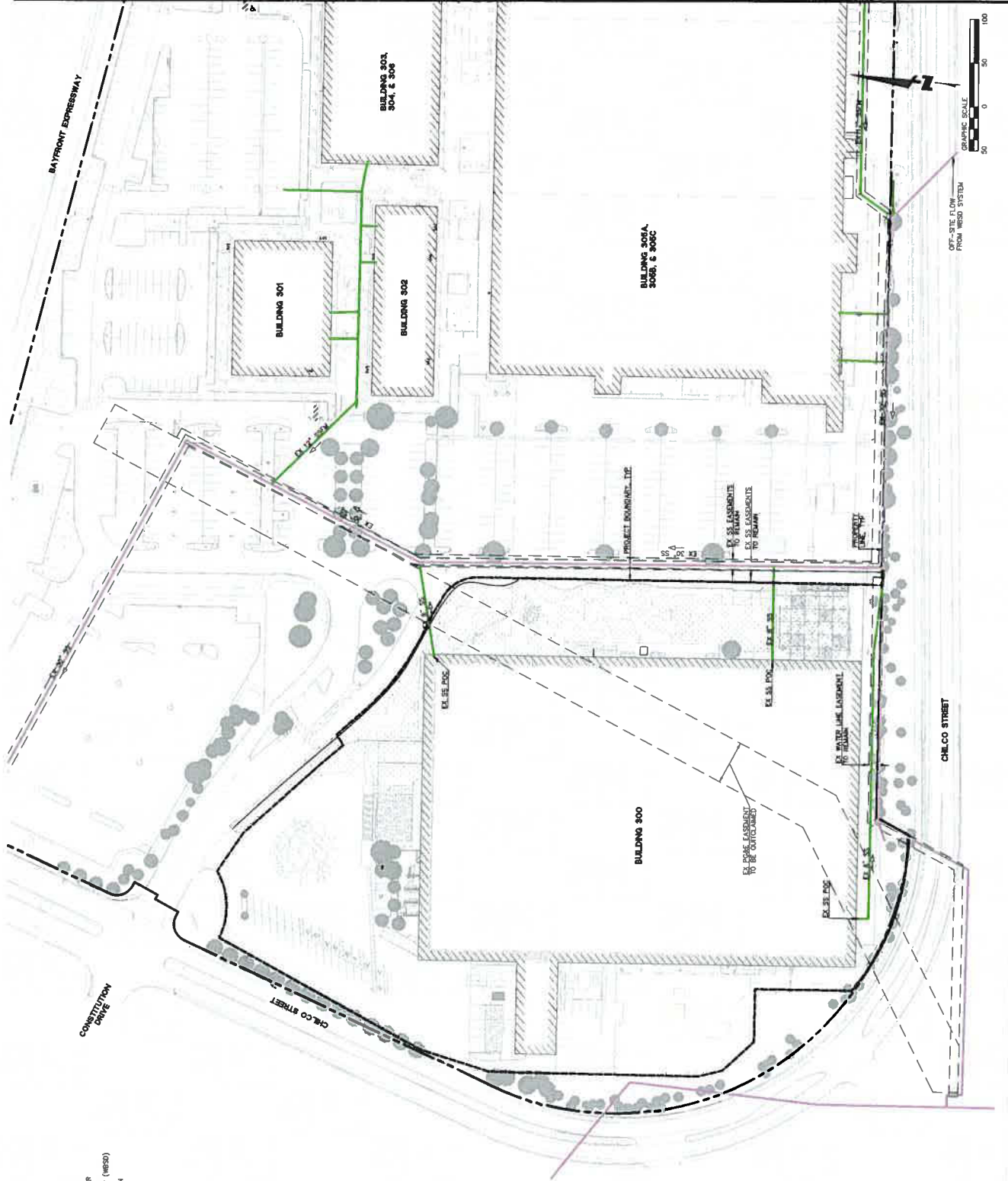
PROJECT
2014-017

DATE
11-1-14

DESIGNED BY
BRELANC

DATE
10/22/2014

PROJECT NUMBER
C5-500



- LEGEND**
- PROPERTY LINE
 - PROJECT BOUNDARY
 - PRIVATE SANITARY SEWER
 - PUBLIC SANITARY SEWER (WSD)
 - EXISTING FLOW DIRECTION
- ABBREVIATIONS**
- EX - EXISTING
 - PCC - POINT OF CONNECTION
 - SS - SANITARY SEWER
 - WSD - WEST BAY SANITARY DISTRICT

B46

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1251 AVENUE OF THE STARS
SUITE 1000
FALLS CHURCH, VIRGINIA 22044
TEL: 703-441-2000
FAX: 703-441-2008

LEGEND

- PROPERTY LINE
- PROJECT BOUNDARY
- PRIVATE WATER SYSTEM
- PUBLIC WATER SYSTEM (AURLO PARK MUNICIPAL WATER DISTRICT)

ABBREVIATIONS

- EX: EXISTING
- CON: CONSTRUCTION
- W: WATER
- DOM: DOMESTIC

CONSULTANTS

BKF ENGINEERS
220 BOWLING GREEN, SUITE 200
FALLS CHURCH, VIRGINIA 22044
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FAX: (703) 441-2008

CONVILLE ENGINEERS
220 BOWLING GREEN, SUITE 200
FALLS CHURCH, VIRGINIA 22044
TEL: (703) 441-2000
FAX: (703) 441-2008

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FALLS CHURCH, VIRGINIA 22044
TEL: (703) 441-2000
FAX: (703) 441-2008

CMO
220 BOWLING GREEN, SUITE 200
FALLS CHURCH, VIRGINIA 22044
TEL: (703) 441-2000
FAX: (703) 441-2008

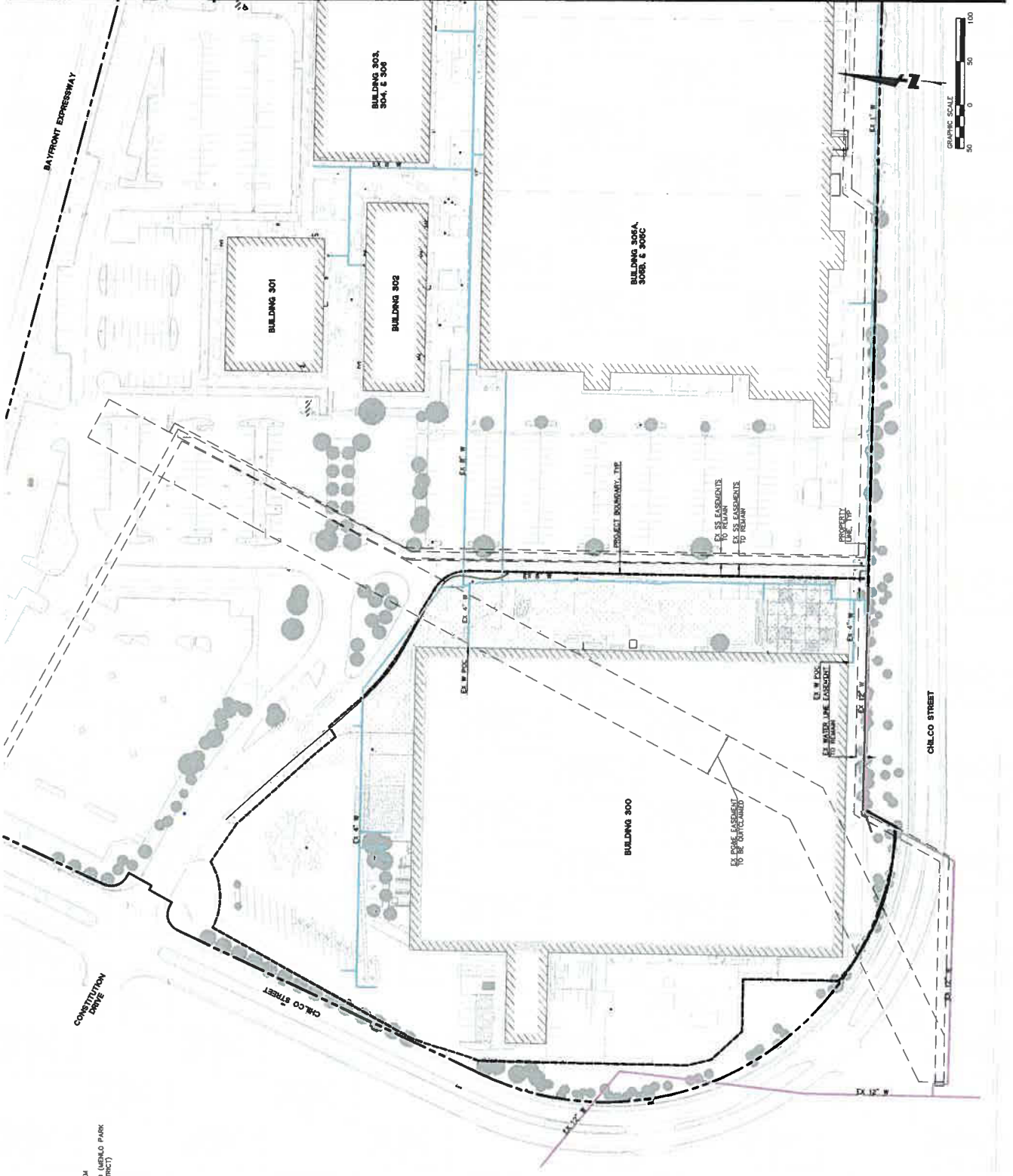
EXPOSURE
220 BOWLING GREEN, SUITE 200
FALLS CHURCH, VIRGINIA 22044
TEL: (703) 441-2000
FAX: (703) 441-2008

FACEBOOK
300 CONSTITUTION DR.

EXISTING DOMESTIC WATER SYSTEM

PROJECT
2014-017
DATE
2/15/14
DRAWN BY
BROUIN
CHECKED BY
GEHRY PARTNERS, LLP.

SHEET NUMBER
C5-501



B47

GEHRY PARTNERS, LLP.
 ARCHITECT
 1250 AVENUE STREET
 SUITE 100
 SAN FRANCISCO, CA 94104
 TEL: 415-442-2000
 FAX: 415-442-2000

CONSULTANTS
 BNY ENGINEERS
 220 BROADWAY
 NEW YORK, NY 10007
 TEL: (212) 492-2000
 FAX: (212) 492-2000
 FOWLER & BASSER ENGINEERS
 345 Pine St., 4th Fl.
 San Francisco, CA 94111
 TEL: 415-397-0700

P.E.
 JEFFREY CORREIA, P.E.
 1000 Market Street, Suite 1100
 San Francisco, CA 94102
 TEL: 415-397-7500

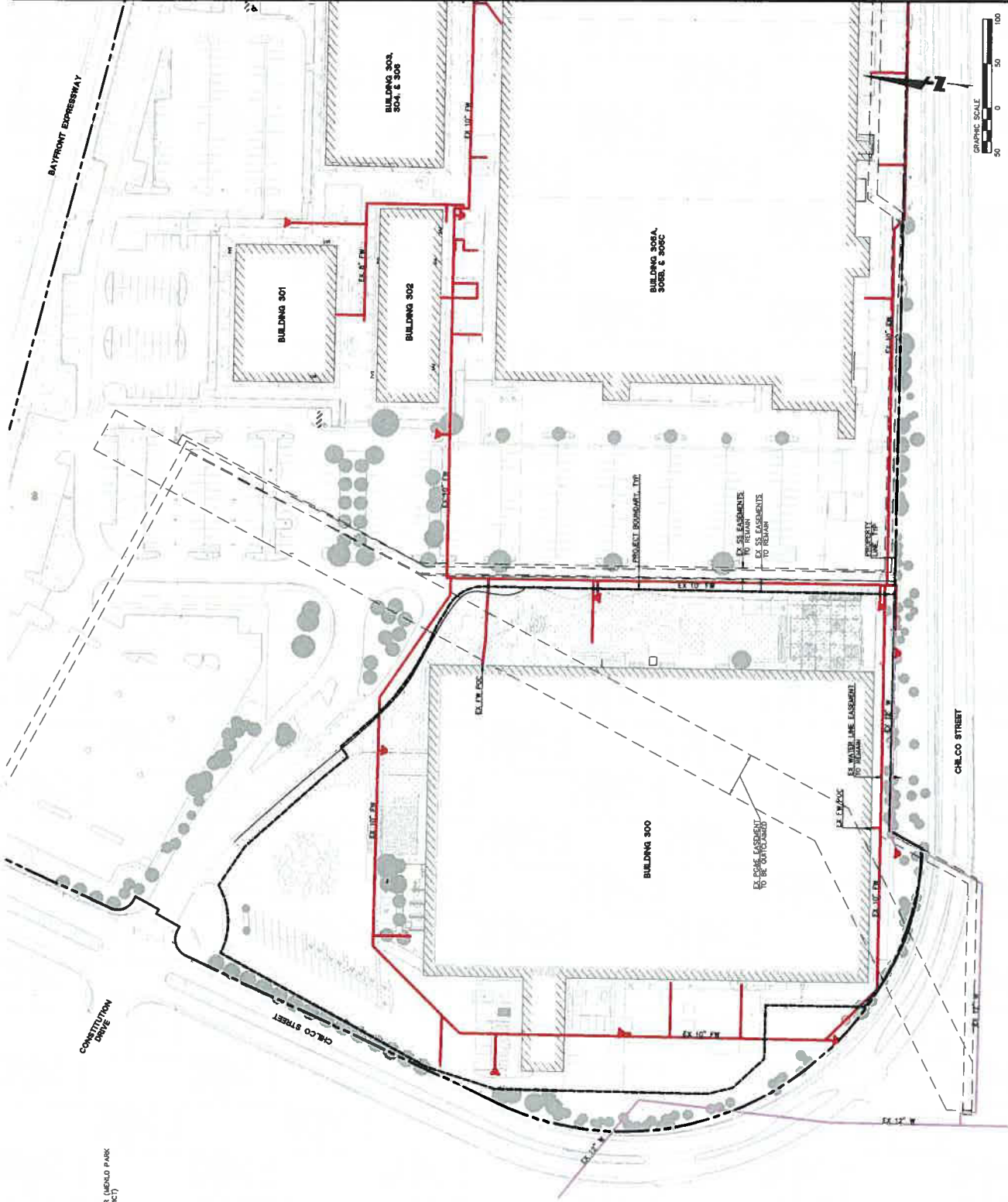
CMG
 LANDSCAPE CONSULTANT
 2400 Mission Street, Suite 200
 San Francisco, CA 94110
 TEL: 415-442-2000

EXHIBIT
 LANDSCAPE CONSULTANT
 2400 Mission Street, Suite 200
 San Francisco, CA 94110
 TEL: 415-442-2000

FACEBOOK
 300 CONSTITUTION DR.

TITLE
 EXISTING
 FIRE
 WATER
 SYSTEM

PROJECT
 2014-017
 SHEET NUMBER
 C-5-502
 DRAWN BY
 BRUNO
 CHECKED BY
 BRUNO
 DATE
 11/09/2014



- LEGEND**
- PROPERTY LINE
 - PROJECT BOUNDARY
 - PRIVATE FIRE WATER
 - PUBLIC DOMESTIC WATER (UCSD PARK)
 - MUNICIPAL WATER DISTRICT
 - FIRE HYDRANT
- ABBREVIATIONS**
- EX EXISTING
 - FW FIRE WATER
 - PC POINT OF CONNECTION
 - W DOMESTIC WATER

B48

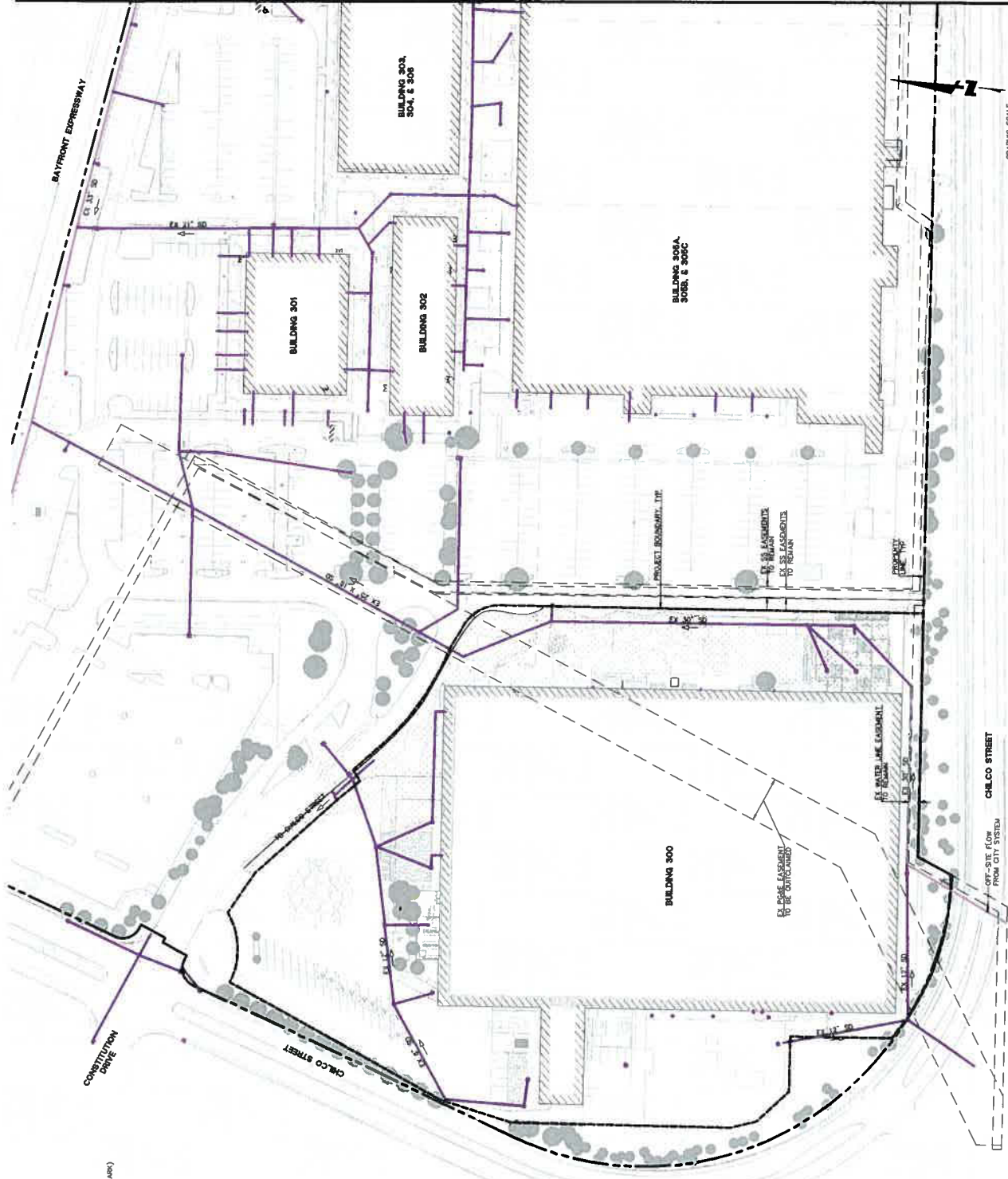
GEHRY PARTNERS, LLP
 ARCHITECT
 1000 BAYVIEW BLVD, SUITE 200
 OAKLAND, CA 94612
 TEL: 415-440-2000
 FAX: 415-440-2008

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 BKF ENGINEERS
 220 BOWLING GREEN, SUITE 200
 OAKLAND, CA 94612
 TEL: 415-763-1300
 FAX: 415-763-1308
 PAVEL BLAZER ENGINEERS
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 OAKLAND, CA 94612
 TEL: 415-837-0700
 P&E
 1000 BAYVIEW BLVD, SUITE 200
 OAKLAND, CA 94612
 TEL: 415-837-0700
 CHAG
 1000 BAYVIEW BLVD, SUITE 200
 OAKLAND, CA 94612
 TEL: 415-837-0700
 CIVIL/MECHANICAL
 1000 BAYVIEW BLVD, SUITE 200
 OAKLAND, CA 94612
 TEL: 415-837-0700

FACEBOOK
 300 CONSTITUTION DR.

EXISTING STORM DRAIN SYSTEM

PROJECT: 2014-017
 DATE: 11-15-14
 DRAWN BY: B. BROWN
 CHECKED BY: B. BROWN
 11/20/2014
 SHEET NUMBER: C5-503



- LEGEND**
- PROPERTY LINE
 - PROJECT BOUNDARY
 - PRIVATE STORM DRAIN
 - PUBLIC STORM DRAIN (CITY OF MENLO PARK)
 - EXISTING FLOW DIRECTION
- ABBREVIATIONS**
- EX EXISTING
 - SD STORM DRAIN

B49

GEHRY PARTNERS, LLP.
 ARCHITECT
 1000 MARKET STREET
 12TH FLOOR
 SAN FRANCISCO, CA 94102
 TEL: 415-774-2000
 FAX: 415-774-2000

CONSULTANTS
ENVIRONMENTAL ENGINEERS
 1000 MARKET STREET
 12TH FLOOR
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 FAX: 415-774-2000
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 STRUCTURAL CONSULTANT
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 FAX: 415-774-2000

PAE
 1000 MARKET STREET
 12TH FLOOR
 SAN FRANCISCO, CA 94102
 TEL: 415-774-2000
 FAX: 415-774-2000

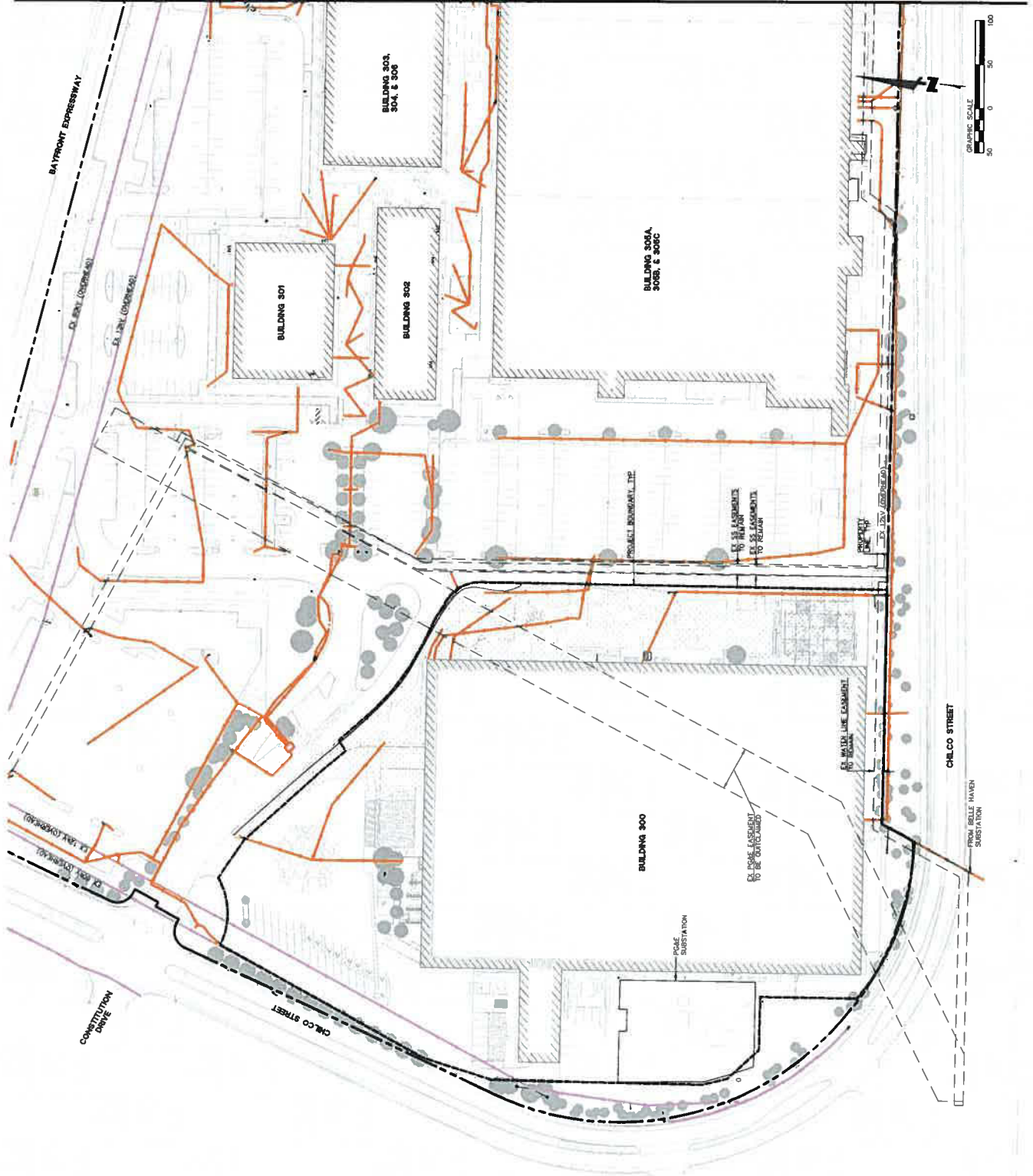
CMG
 1000 MARKET STREET
 12TH FLOOR
 SAN FRANCISCO, CA 94102
 TEL: 415-774-2000
 FAX: 415-774-2000

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 1000 MARKET STREET
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 SAN FRANCISCO, CA 94102
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FACEBOOK
 300 CONSTITUTION DR.

**EXISTING
ELECTRICITY
PLAN**

SHEET NUMBER
C5-504
 PROJECT: 2014-017
 DATE: 11/15/2014
 DRAWN BY: B. BLANK
 CHECKED BY: B. BLANK
 11/15/2014
 GERRY PARTNERS, LLP



- LEGEND**
- PROPERTY LINE
 - - - PROJECT BOUNDARY
 - - - PRIVATE ELECTRICITY
 - - - PUBLIC ELECTRICITY (P&E)
- ABBREVIATIONS**
- EX EXISTING
 - 15 KILOVOLT

B50

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 SUITE 1000
 LOS ANGELES, CA 90008
 TEL: 310-462-3000
 FAX: 310-462-3008

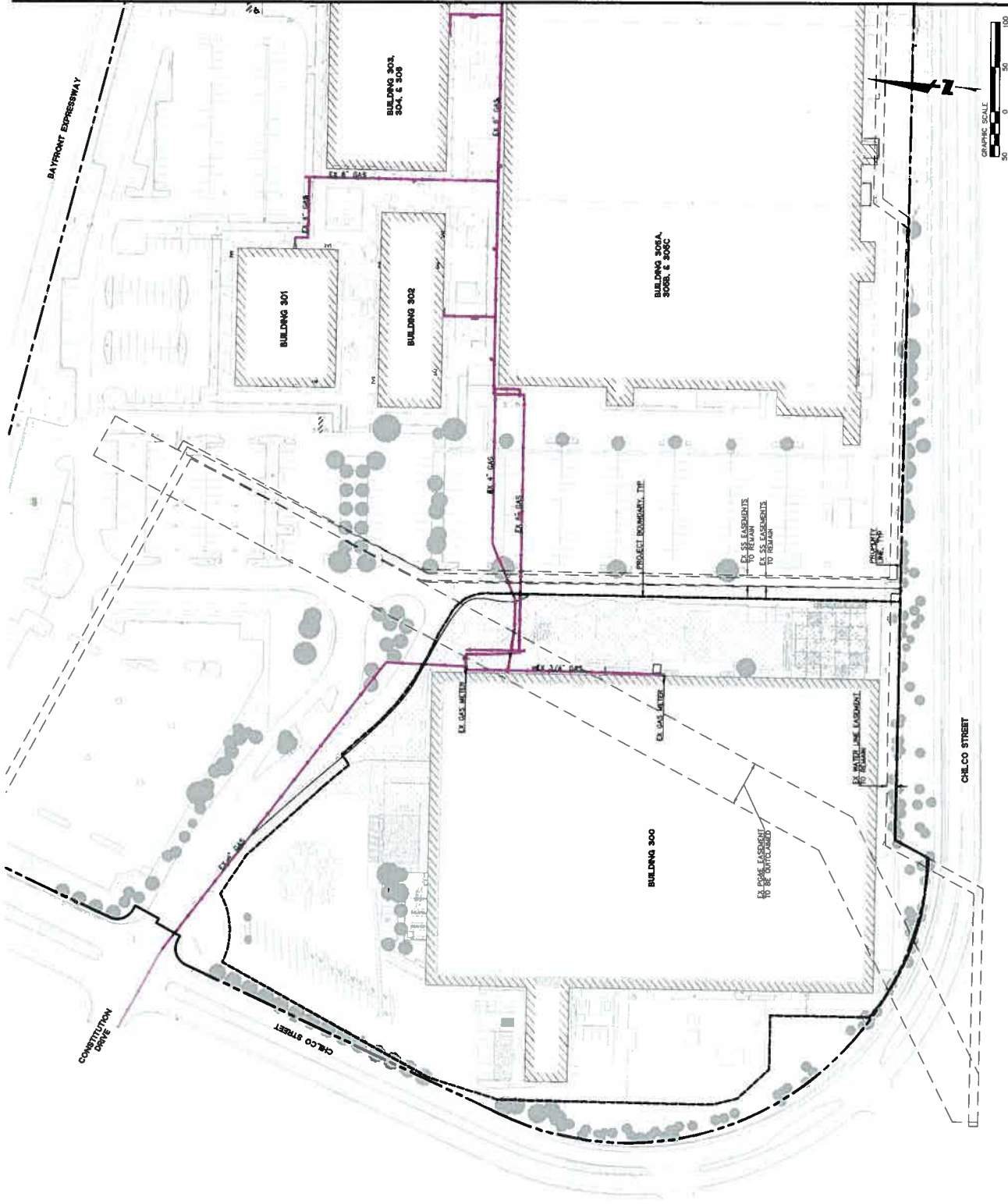
CADD
 JERRY PARTNERS, LLP.
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 FAX: 310-462-3008

EXISTING
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 SUITE 1000
 LOS ANGELES, CA 90008
 TEL: 310-462-3000
 FAX: 310-462-3008

FACEBOOK
 300 CONSTITUTION DR.

EXISTING
 GAS
 PLAN

PROJECT
 2014-017
 SHEET NUMBER
 C5-505
 DRAWN BY
 BRUNO
 CHECKED BY
 JERRY PARTNERS, LLP.



- LEGEND**
- PROPERTY LINE
 - PROJECT BOUNDARY
 - PRIVATE GAS
 - PUBLIC GAS (POLE)
- ABBREVIATIONS**
- EX EXISTING

BSI

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LANDSCAPE CONSULTANT
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San Francisco, CA 94107
TEL. 415-483-3070

EXPONENT
LIFE SAFETY CONSULTANT
5401 McCornell Ave.
Los Angeles, CA 90068
TEL. 310-754-2700

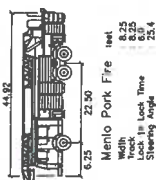
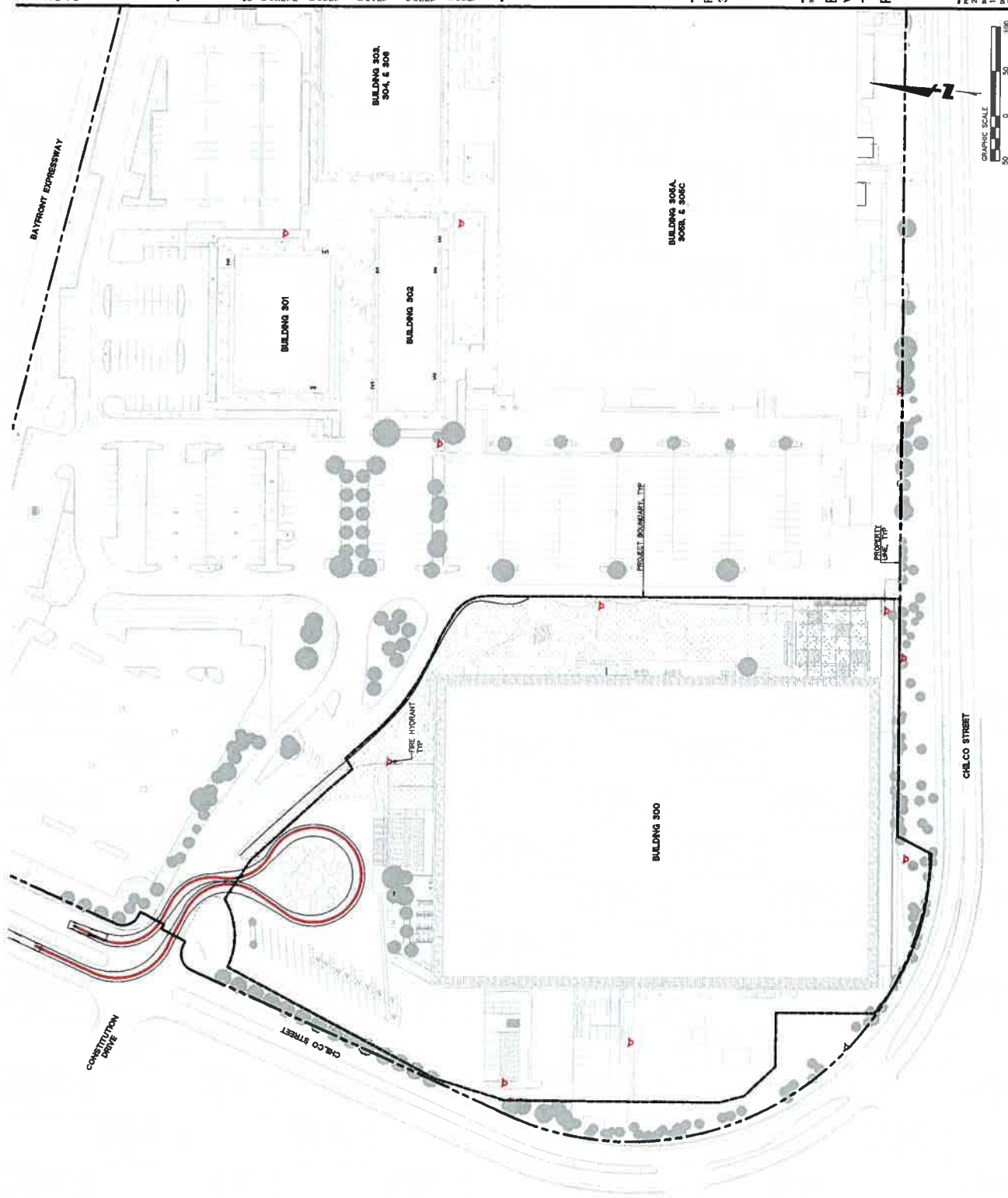
FACEBOOK
300 CONSTITUTION DR.

EMERGENCY
VEHICLE
TURNING
PLAN

PROJECT
1014-017
SCALE
1"=50'
DRAWN BY
JRP/BJNC
DATE
02/29/2014

SHEET NUMBER

C6-600



SCIENCE

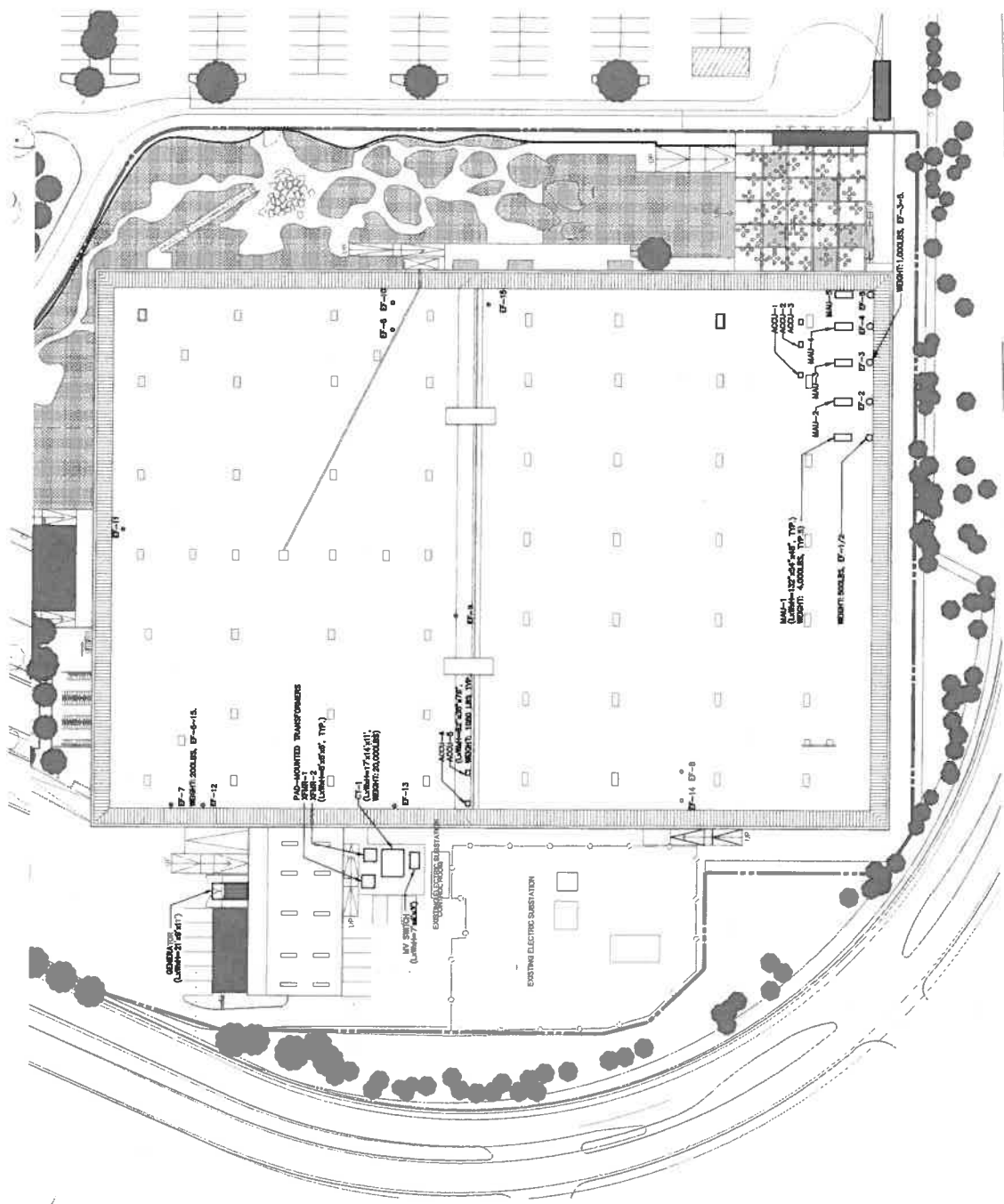
PROPERTY LINE

PROJECT BOUNDARY

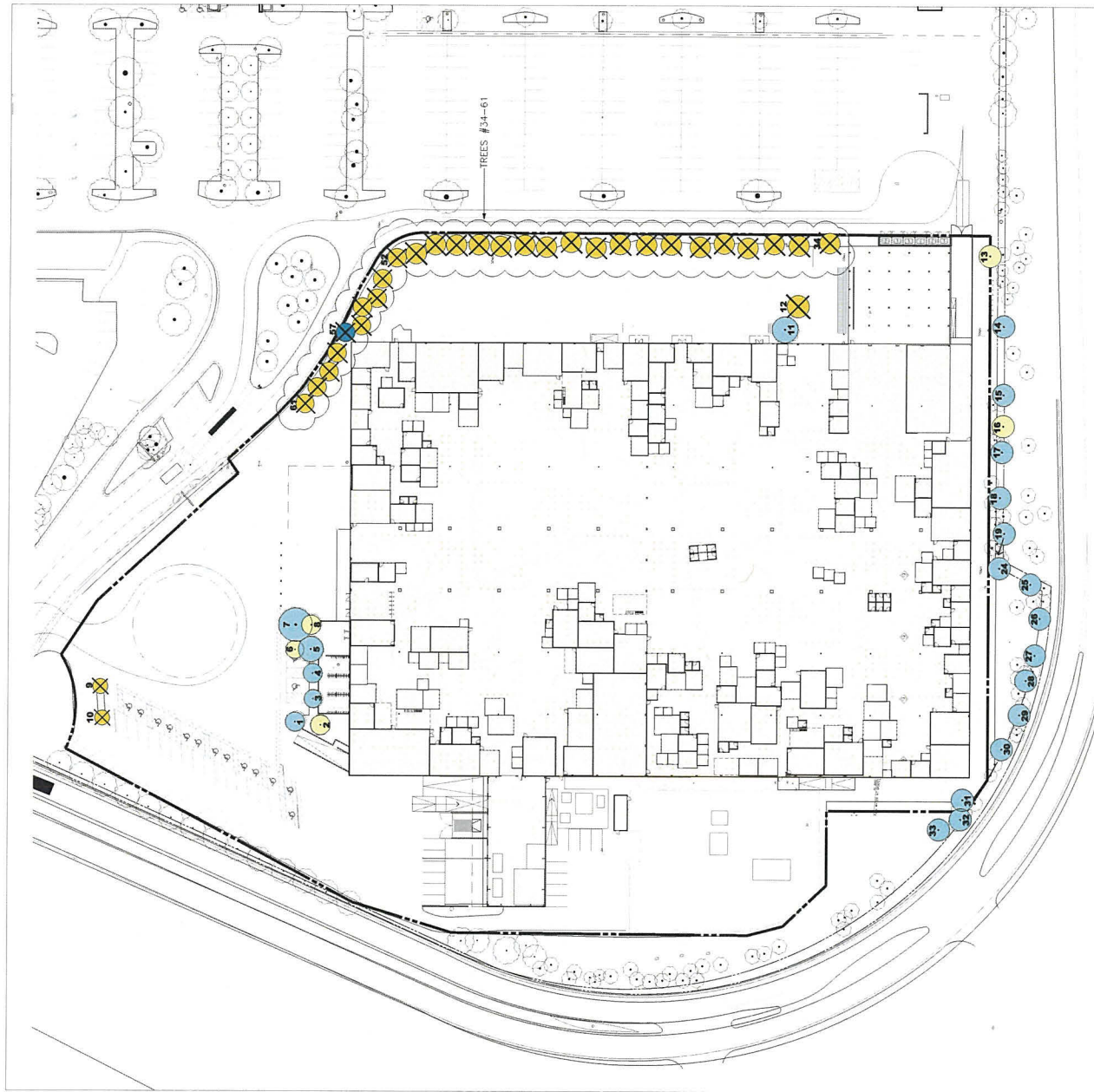
FIRE HYDRANT

ABBREVIATION





B52



1 SITE AND ROOF PLAN - MEP
SCALE 1/32" = 1'-0"



TREE DEMOLITION SCHEDULE

-  HERITAGE TREE TO REMAIN
-  HERITAGE TREE REMOVED
-  NON-HERITAGE TREE TO REMAIN
-  NON-HERITAGE TREE REMOVED

B55

LANDSCAPE IMPROVEMENT AREAS

ENTRY LANDSCAPE

THE ENTRY LANDSCAPE INCLUDES UNDERSTORY PLANTING AND (N) TREES INSET INTO THE ENTRY DECK TO PROVIDE A MORE INTIMATE AND SHARED EXPERIENCE. ENTRY DECK OFF CIRCULATION, CLEAR WIDTHS FOR FIRE AND EVAC ACCESS WILL BE MAINTAINED IN THE DROP OFF AREA.

ENTRY GARDEN AND DROP AREA

THE ENTRY GARDEN AND DROP OFF AREA ARE PART OF THE NEW ENTRY AND ARRIVAL EXPERIENCE AND FOSTER A STRONGER INDOOR/OUTDOOR RELATIONSHIP. TWO ACCESSIBLE RAMPS FROM THE NEW FLOOR ELEVATION TO THE DROP AREA AND A POTENTIAL DROP OFF CANOPY AREA MAY BE INCLUDED AT THE DROP OFF AND SMALL SEATING AREAS WILL BE INCORPORATED WITHIN THE GARDEN.

EAST GROVE AND GARDEN

THE EAST GROVE AND GARDEN WILL PROVIDE A MORE INTIMATE AND SHARED EXPERIENCE. THE GARDEN WILL INCLUDE SMALL SEATING AREAS AND CRUSHED STONE PATHS WITH NEW GROUND COVER. THE GARDEN WILL CONTINUE ALONG THE EAST EDGE OF THE SITE AND WILL BE ENCLOSED BY A NEW FENCE.

A MODERATE SCALED EVENT SPACE IS PROPOSED BETWEEN THE GARDEN AND THE DINING DECK TO PROVIDE FOR FLEXIBLE USES, EVENTS, AND LIGHT RECREATION.

DINING DECK

THE DINING DECK EXTENDS FROM THE INTERIOR CAVE AREA AND WILL UTILIZE EXISTING ROLL UP DOORS TO PROVIDE INDOOR/OUTDOOR SPACE. THE DECK WILL INCLUDE SURROUNDING FENCES/WALLS TO ENCLOSE THE SPACE AND MAY INCLUDE A CANOPY/SHADE STRUCTURE WITH PLANTINGS.

KEY NOTES

1. ACCESSIBLE PARKING AREA (E) AC TO REMAIN. NEW STRIPPING AND SIGNAGE.
2. (N) TREES
3. ENTRY LANDSCAPE: SAW CUT AND ESTABLISH LANDSCAPE AREA WITHIN EXISTING A.C. PAVING.
4. DROP OFF AND PICK-UP AREA (N) PAVING.
5. POTENTIAL DROP OFF CANOPY STRUCTURE
6. ACCESSIBLE RAMP
7. PERIMETER LANDSCAPE IMPROVEMENTS
8. (N) 6' FENCE (VINYL COATED CHAIN LINK OR OPEN MESH FENCE WITH VINE PLANTING)
9. STABILIZED CRUSHED STONE PAVING AND SEATING AREAS
10. PATH AND EGRESS ROUTE FROM BUILDING LEVEL TO GARDEN (5% MAX. SLOPE)
11. VEHICLE AND PEDESTRIAN ACCESS GATE
12. PAVERS INSET WITHIN CRUSHED STONE. POTENTIAL LOCATION FOR COFFEE CART
13. PATH AND EGRESS ROUTE FROM BUILDING LEVEL TO GARDEN (5% MAX. SLOPE)
14. PORCH/PATIO SPACE, (N) PAVING AND FURNISHINGS
15. EVENT SPACE: LAWN, SYNTHETIC TURF, OR OTHER SIMILAR SURFACE FOR LIGHT RECREATION AND EVENTS
16. STAIR FROM DINING DECK TO EVENT SPACE
17. CANOPY/SHADE STRUCTURE: POST AND BEAM WITH ARBOR AND SHADE CANOPY INFILL
18. DINING DECK: SET ABOVE (E) LOADING DOCK
19. DINING DECK: FENCE, WOOD 12' TALL FENCE WITH SLIDING GATE AND OPENINGS.
20. BACK WALL: SOLID 12'
21. TRASH ENCLOSURE AND SERVICE AREA.

GENERAL NOTES

1. SITE UPGRADES: Trees and site lighting will be provided at all Building Cuts and as required to provide illustration of outdoor spaces and plant condition with 20% and 40% Department Requirements.



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FACEBOOK
300 CONSTITUTION DR.

TITLE
SITE PLAN



PROJECT
2014-017

SCALE
1" = 40'-0"

DATE
10/29/2014

LS-2.0

DATE

GEHRY PARTNERS, LLP.

PLANTING NOTES

PLANTING DESIGN AREAS

ENTRANCE GARDEN: The planting design will provide scale to the entry formal and drop off area for the building by creating a series of planting beds. The trees in the building entry will be maintained and the trees will be set within ornamental grass planting area within the existing asphalt.

ENTRANCE GARDEN: A mix of native and adapted shrubs and perennials species and intermixed with smaller seating area.

EAST GROVE AND GARDEN: The East Grove and Garden will provide attractive perimeter landscape to screen the problem area from the adjacent parking area side of the building, creating a naturalistic green and garden area. The planting design will include a mix of native and adapted trees and complementary plant materials will be used.

PLANT SELECTION: Species indicated below are indicative of design intent. Final plant selection and impact will be refined based on the following selection criteria:

- a. Soils and Horticultural Suitability.
- b. Solid and Wetland Wetness.
- c. City of Miami Park Water Efficient Landscape Ordinance requirements.
- d. Aesthetic Quality
- e. Ecological Viability/Health and Environmental considerations.

TREE SCHEDULE

ENTRY GROVE TREE PLANTING

Eucalyptus Citrodora - Lemon Scented Gum
Lagerstroemia indica 'Natchez'

EAST GARDEN TREES.

Quercus agrifolia - Coast Live Oak
Quercus illex - Holly Oak
Ginkgo biloba - Ginkgo
Pistache chinensis - Chinese Pistache

UNDERSTORY SCHEDULE

ENTRY GROVE UNDERSTORY PLANTING PALETTE

Miscanthus sinensis
Leymus 'Canyon Prince'
Lomandra
Calamagrostis nutkatensis

ENTRY GARDEN UNDERSTORY PLANTING PALETTE

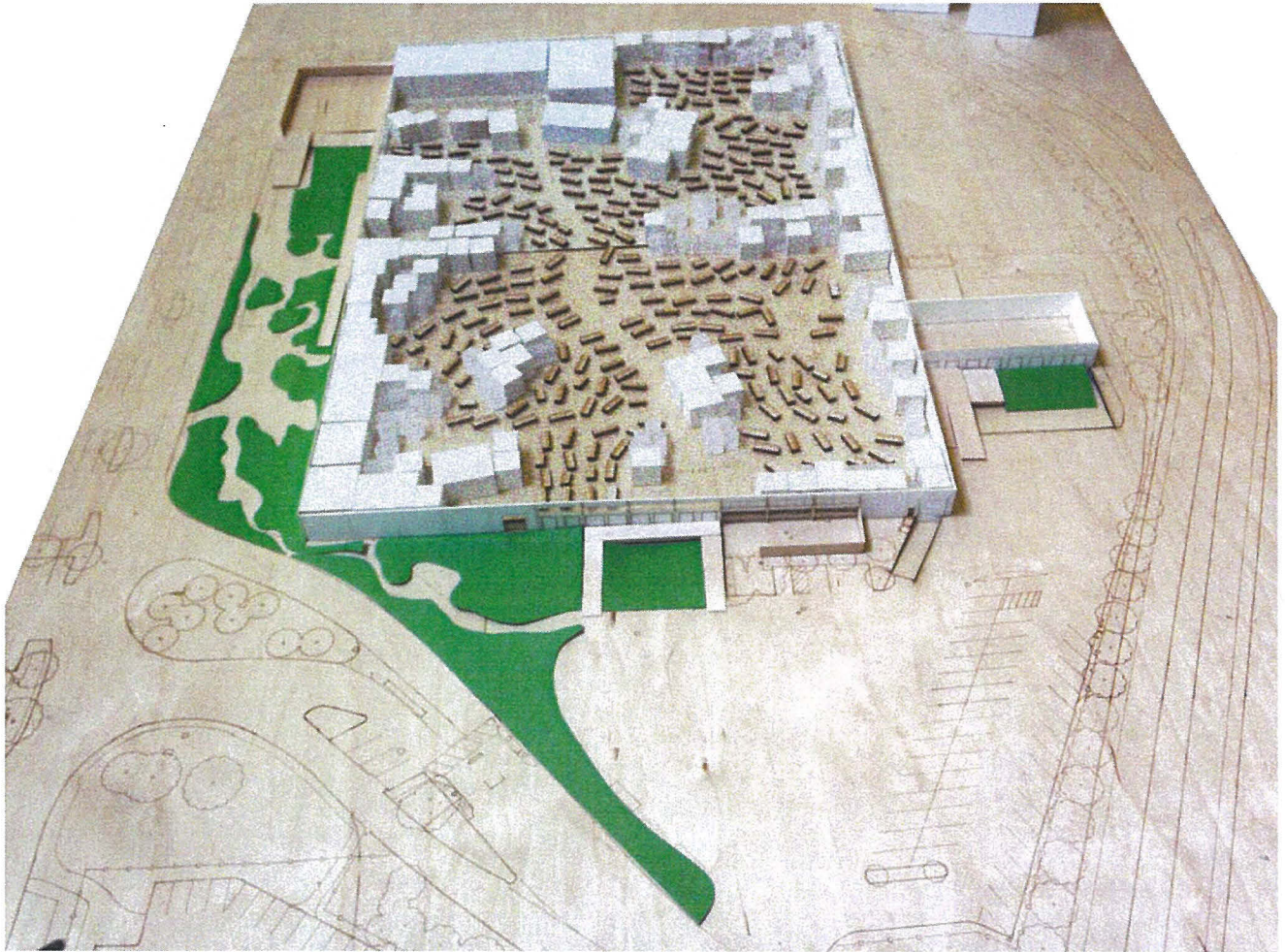
Euphorbia 'Glacier Blue'
Lavendula 'Laveanna Purple'
Pelargonium tomentosum
Salvia chiapensis
Aster chillensis
Verbena bonariensis

EAST GARDEN UNDERSTORY PLANTING PALETTE

Baccharis pilularis 'Twin Peaks'
Ceanothus rigidus 'Snowball'
Polystichum munitum Woodwardia fimbriata
Rhamnus californica 'Eve Case'
Salvia greggii 'Flame'
Woodwardia fimbriata
Zauschneria californica 'Wayne Silver'

DWARF FESCUE TURF GRASS





**Facebook
300 Constitution Drive
Menlo Park California
Use Permit Application
Narrative**

Gehry Partners LLP Architects

November 20 2014

1 PROJECT DESCRIPTION

PROJECT DESCRIPTION



The project is the conversion of a warehouse and distribution building to office uses. The building is located at 300 Constitution Drive "Building 300" on the former TE campus. The building is bounded by Chilco Street to the west and south, and the TE site to the north and east. Building 300 contains approximately 185,000 square feet and is one of ten buildings located on the TE Campus. The TE campus contains approximately 58 acres in total area and includes a total of approximately 1690 parking stalls. The new office and accessory uses may include but are not limited to engineering/administrative offices, engineering labs, a security operations center, IT logistic center and cafe.

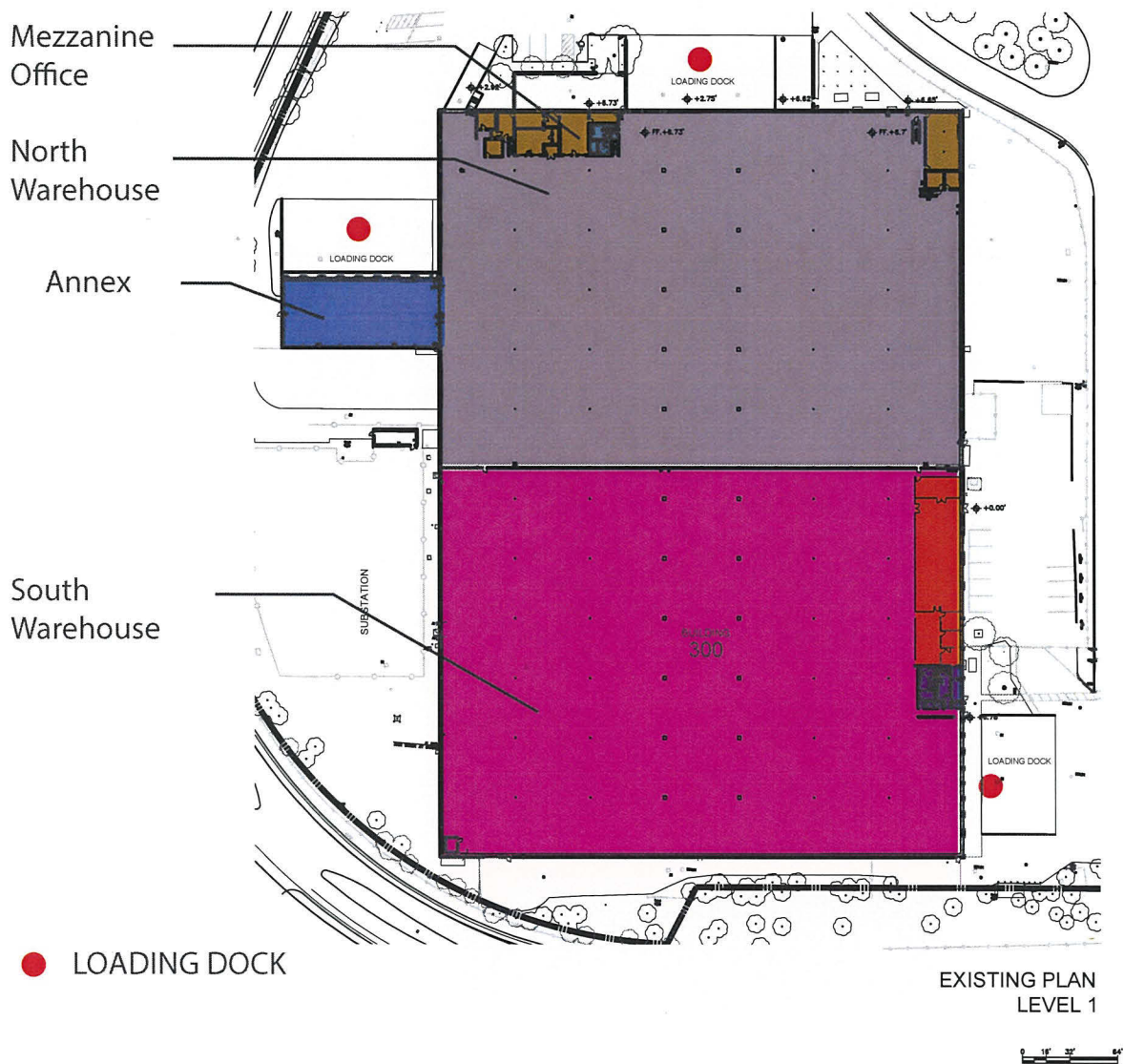
The proposed change of occupancy and alternations will require modifications for code compliance and other upgrades to the existing building including but not limited to the list below. A complete list of regulatory and codes for this project is listed in the Life Safety and code triggers chapter.

- FEMA compliance
- Seismic Structural Improvements
- New Mechanical System and upgraded Electrical Systems
- Adding insulation to the roof and exterior walls
- ADA accessibility compliance

The existing building is comprised of three structures. A tilt up warehouse structure dating from the late 1960's to the north, a second warehouse structure dating from the mid-1970's, and a metal clad loading dock annex to the west of the building. The interior of the existing structure is largely an open warehouse with a few offices and a mezzanine. The mezzanine spaces will be demolished, therefore all new uses will be on a single story.

Parking for the new occupants will be allocated in the existing 1690 parking spaces on the TE site. Additional ADA Accessible parking will be provided in the parking area near the north building entrance.

PROJECT DESCRIPTION



3 ARCHITECTURE NARRATIVE

ARCHITECTURE NARRATIVE

CODES

All modifications to the building will be in compliance with the current standards identified in:

2013 California Building Code
2010 California Green Building Standards
City of Menlo park Municipal Code
2010 Americans with Disabilities Act Standards

See chapter Life Safety and code triggers and each discipline narrative for further information.

Construction Type III B

SITE

The building will be accessed from the north. New accessible ramps up will bring visitors to the front entry, at a finish floor of +12'-4' or 10'-6" (option 3). The existing loading dock depression along the north facade, will be converted to large planter to add additional landscape at the building entry.

There is a large asphalt area north of the building to Constitution Drive. This area will be utilized for vehicular drop off and pick up for Facebook inter-facility transportation, as well as ADA accessible parking. A landscaped area is envisioned at the center of the drop off circle. The permeable area to the northeast of the building will be re-landscaped.

The east side of the site will have a garden that extends along the building with an enclosed fence. At the south end of the garden an elevated wooden deck will be built over the existing loading dock depression. This deck will be used as outdoor seating for the cafe located inside the building at this location. The deck elevation will match the interior finish floor elevation at +12'-4' or 10'-6" (option 3). Glazed doors will open on to the deck from the interior.

To the west of the building the electrical sub-station that serves the TE campus will remain. New mechanical and electrical equipment will be located to the north of the substation. The units will be raised above the BFE, and additional pads will be required to support the equipment.

TRASH AND RECYCLING

At the southern end of the east facade there will be a ramped service entrance and loading dock, accessible to trucks. At the base of the ramp there will be enclosures for garbage, recycling and composting - see additional information later in this section.

BICYCLE ACCESS

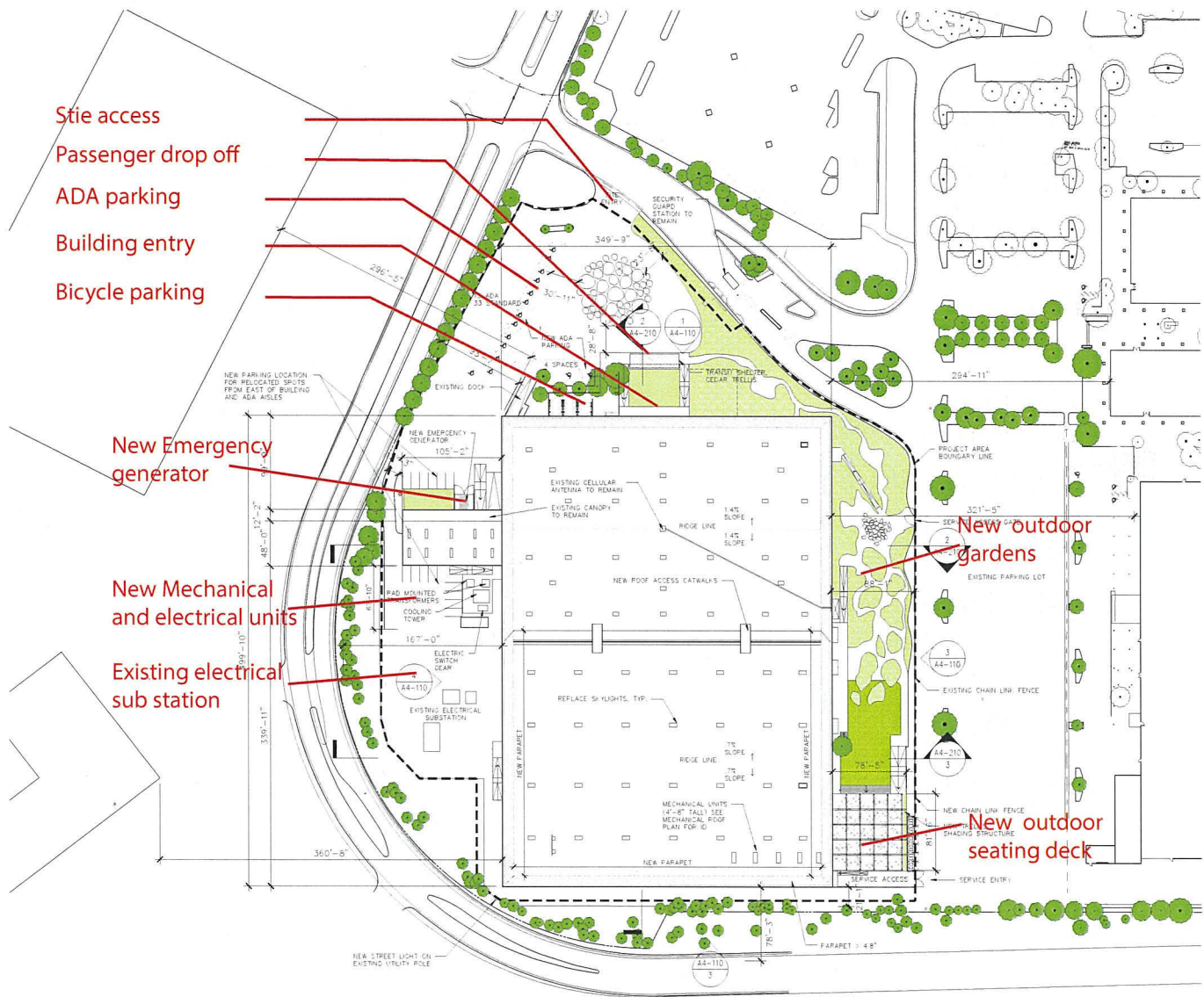
The existing outdoor seating area on the north side of the building, enclosed behind a concrete masonry wall, will be converted in to a safe storage location for commuter bicycles. There will be additional bike racks both inside and outside the building located near each of the entrances. A total of 140 bike parking spaces allocated for the building.

PARKING

There will be a net increase of 4 parking spots created within the boundary of this change of use application. These 4 spots are to replace spots disturbed in a separate application (BLD2014-01216).

The existing parking (8 spots) to the east of the building has been relocated to the west side of the building, north and south of the annex wing. Other parking layout modifications are due to the provision of 10 accessible spots to the north of the building. The designation of electrical car charging spots will occur during the building permit application phase.

ARCHITECTURE NARRATIVE

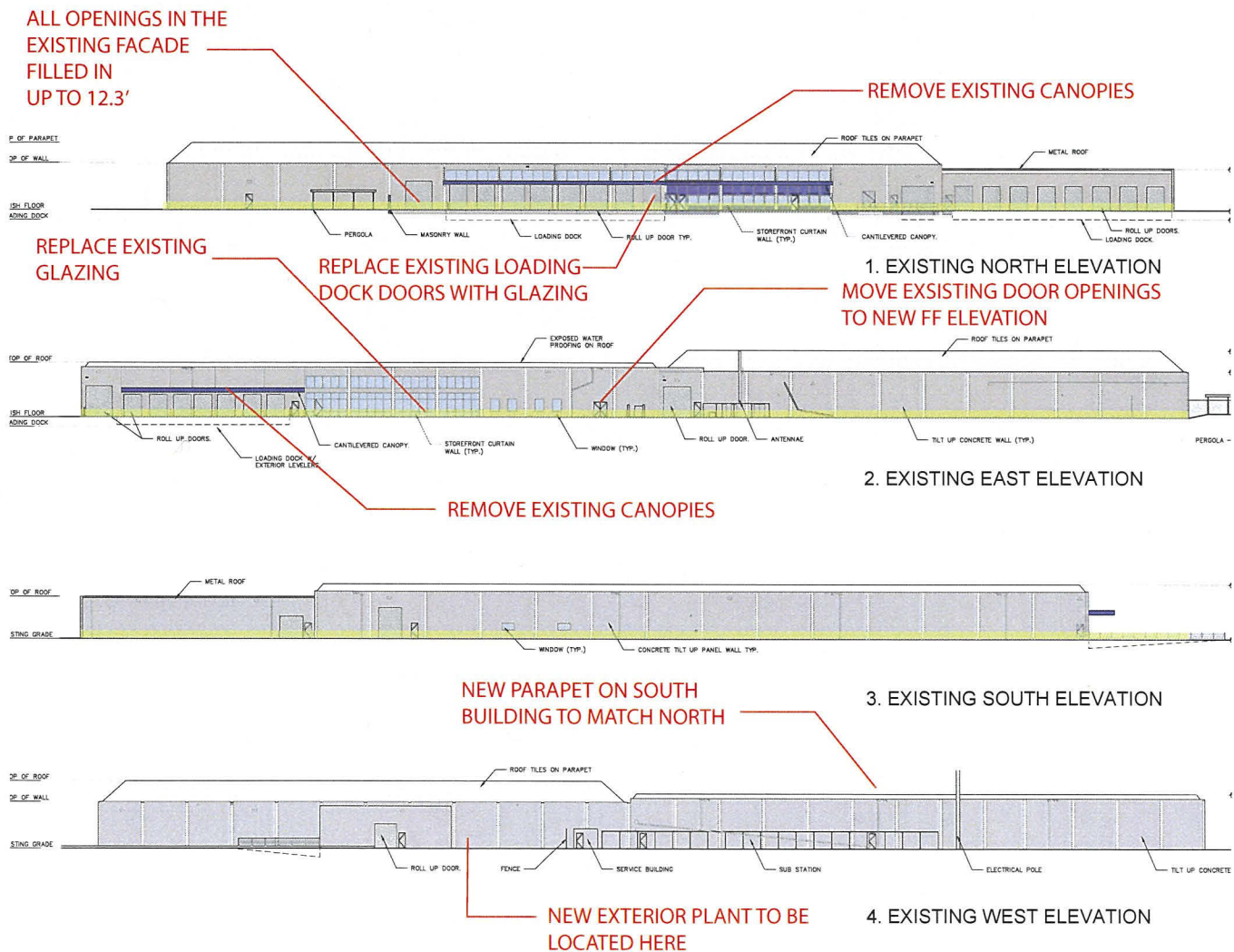


ARCHITECTURE NARRATIVE

EXTERIOR

The summary of design modifications proposed for the exterior of the building are listed below.

- All openings, below the FF of 12'-4" will be in filled with architectural concrete.
- Replace the existing glazing and loading door openings with storefront glazing, including glazed doors as indicated in the drawings.
- Relocate all door openings and replacing non glazed doors with new hollow metal doors.
- The existing tilt-up concrete facades will be cleaned and patched as necessary and painted white.
- The annex portion on the west side of the building will be re-clad in profiled metal and painted white.
- All entry and exit doors will have an accessible ramp to grade.
- The ceramic tile roof on the mansard parapet on the north end will be replaced with standing seam stainless steel parapet.
- The stainless steel standing seam parapet will also wrap around the southern portion of the building.
- The roof membrane will be replaced where required and new skylights will replace the existing skylights utilizing the same rough openings.
- New Mechanical units will be located on the roof.



ARCHITECTURE NARRATIVE

LOADING DOCKS

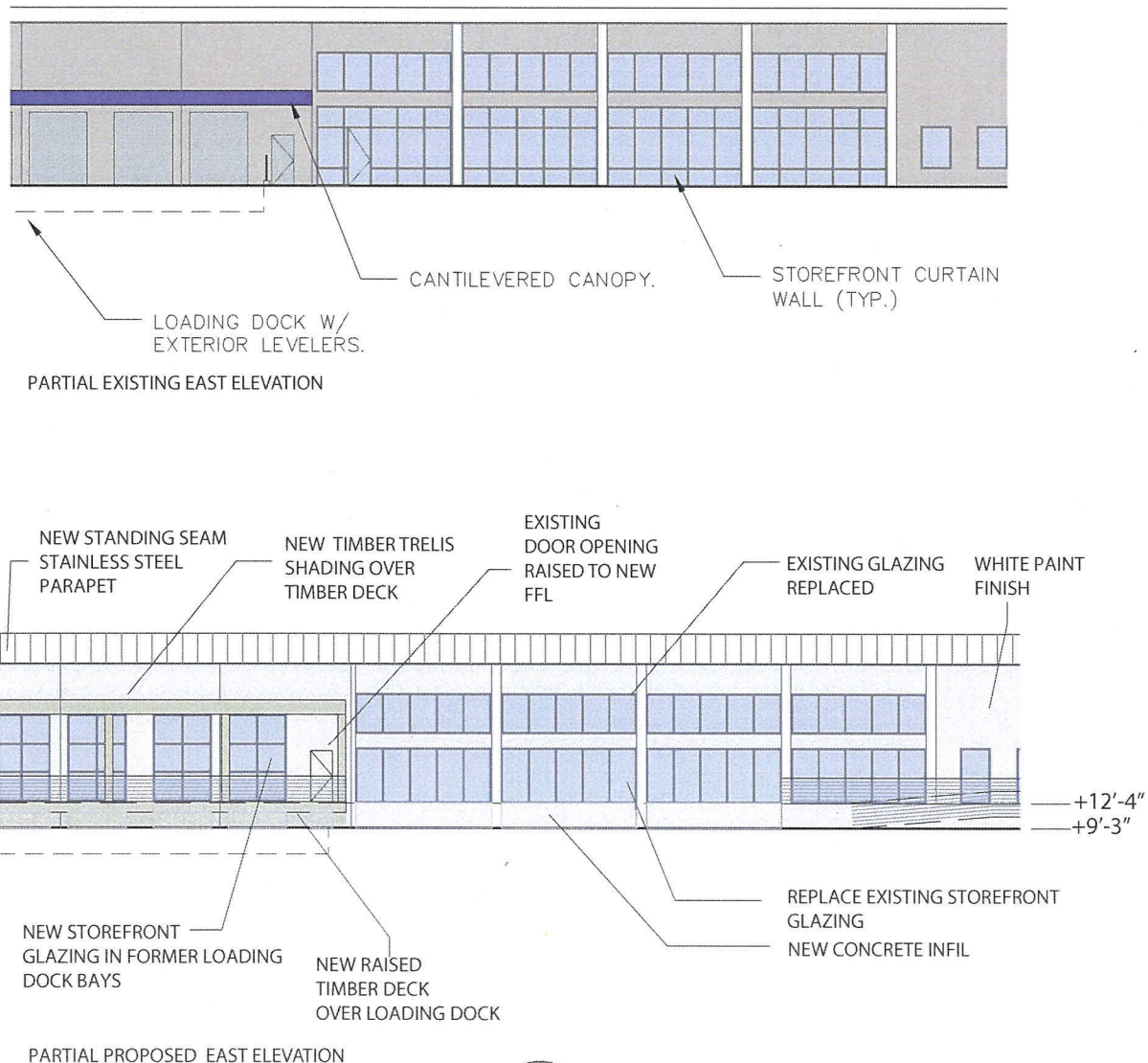
Three of the 30 existing loading docks will remain functional two in the annex on the western side of the building and one at the southern end of the east facade. The loading dock will be revised to accommodate the increased finished floor elevation. The other existing rolling doors at the loading docks will be glazed above the elevation of 12'-4" using a Kawneer 1600 stick-built (anodized aluminum) capped wall glazing system as the basis of design with operable doors as identified in the drawings. The raised finish floor requires the removal of the existing canopies on the north and east facades of the building. A new structurally independent timber shading canopy is proposed over the wood deck on the southeast corner of the site and over the entry on the eastern facade.

FACADE GLAZING

The existing glazed storefront on the north and east facades including the clerestory windows will be replaced above the 12'-4" elevation with a Kawneer 1600 storefront system. Existing punched windows will be replaced as required.

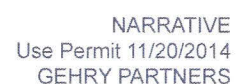
RAMPS

The access ramps into the building will be formed architectural concrete with painted metal guard and hand rails.



ROOF

A new utility catwalk will be added on the roof connecting the north and south halves of the roof.

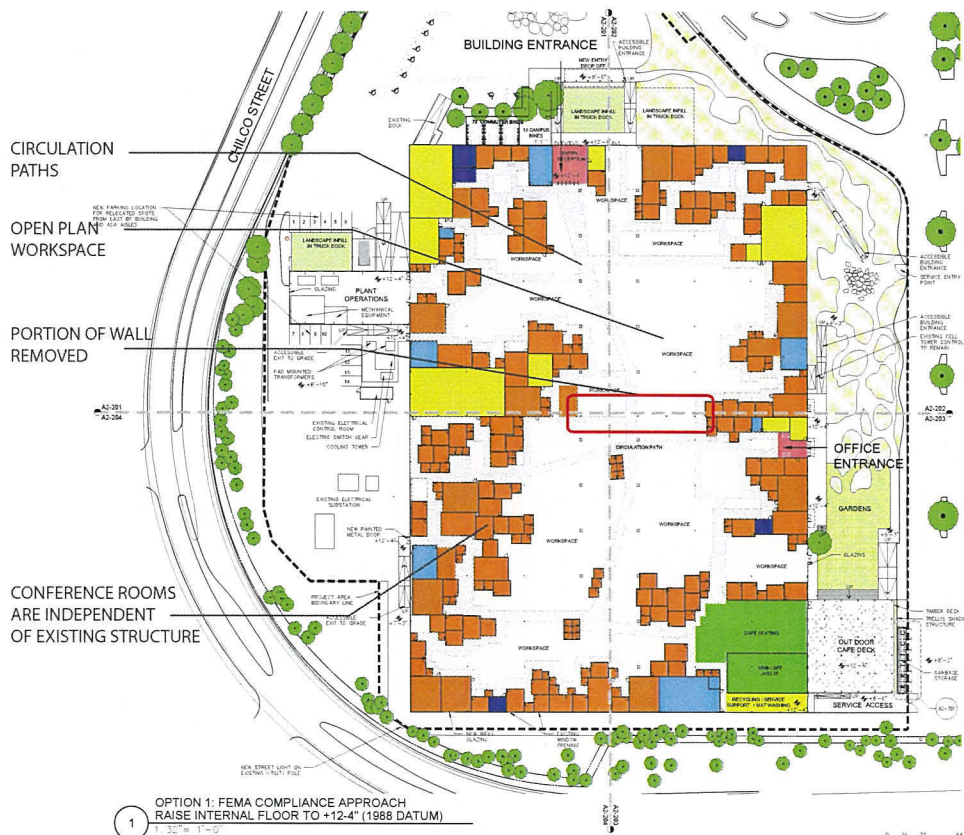


ARCHITECTURE NARRATIVE

INTERIOR

The proposed concept design layout for the interior of the building is a central open plan workspace with conference rooms, amenities and support spaces located around the perimeter. The existing interior mezzanine elements will be demolished so that the new uses are on a single story throughout.

The enclosed interior support spaces and conference rooms will be structurally independent of the existing building structure and will have their own ceilings and acoustic lids. The center bays of the structural demising wall dividing the interior space of the existing building will be modified structurally to open a portion of wall and allow a continuous open area in the center of the interior.



4 ARCHITECTURAL EXTERIOR MATERIALS



Roof Parapet

Standing seam Stainless Steel

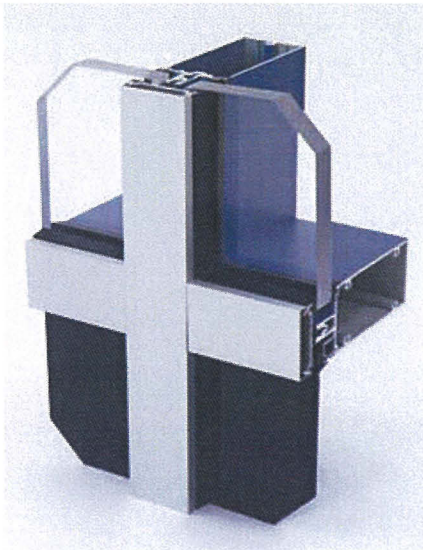
Basis of Design - Zip Rib 22 Ga 2B Stainless steel



Existing Concrete Tilt-up Panels

Painted White

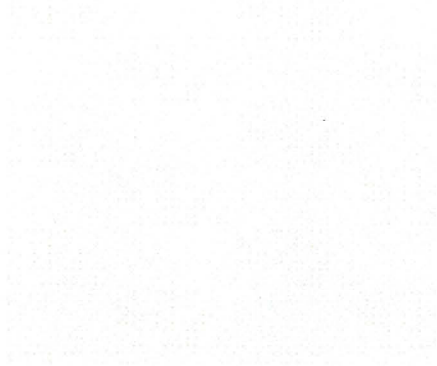
Basis of design: Frazee Duratec II 2030001



Store front Glazing and Windows

Anodized aluminum frames, low iron glass
White frit as needed

Basis of Design: Kawneer 1600



Metal Siding and Hollow Core Metal Doors

Low sheen White paint finish

Basis of design - Frazee Aro-Thane LS 042475046121



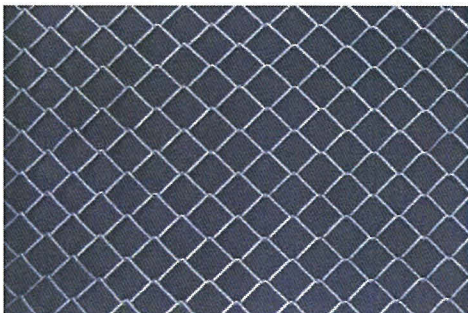
Timber Deck

Timber species: Black Locust



Timber Trellis and Timber fencing

Timber species Alaskan Yellow Cedar



**Mechanical enclosure and
Replacement site fence**

Chain Link Fabric 2" size 9 ga Galvanized

October 30, 2014 Revised:
December 8, 2014

RECEIVED

DEC 08 2014

CITY OF MENLO PARK
BUILDING

Nicole Nagaya
Interim Transportation Manager
City of Menlo Park
701 Laurel Street
Menlo Park, CA 94025

Subject: Proposed Facebook Operations at 300 Constitution Drive

Dear Nikki:

This letter documents estimates of trip generation for the proposed operations of Hibiscus Properties, LLC (Hibiscus) at 300 Constitution Drive, which is currently entitled for use as a warehouse. Hibiscus proposes to replace warehouse operations at this location with office space for up to 1,540 employees. Hibiscus is a wholly-owned subsidiary of Facebook, Inc. (Facebook).

Since 2011, building occupancy at 300-309 Constitution Drive has fluctuated. Based on documented occupancy (number of employees) in 2011, vehicle trip generation for the entire campus is estimated at 3,745 daily trips, with 525 trips during the AM peak hour and 840 trips during the PM peak hour. This includes a mixture of research and development and warehousing land uses.

Facebook will extend its existing Travel Demand Management (TDM) program to include the Constitution Drive site. Based on current trip generation observed at Facebook's campus on Willow Road, up to 1,540 Facebook employees could be located at 300-309 Constitution Drive without exceeding the total daily trips estimated for 2011 conditions. With 1,540 employees present, daily trips would total 3,742, with 370 trips during the AM peak hour and 262 trips during the PM peak hour. These daily and peak hour totals are below the 2011 trip generation for the entire campus. As Facebook continues to develop its TDM program, vehicle trip generation per employee may decline further.

The campus currently has three occupants in addition to Hibiscus; Pentair Thermal Management LLC (Pentair), Level 10 Construction, LLP (Level 10) and Tyco Electronics Corporation (TE). Pentair and Level 10 will vacate the campus between now and the spring of 2016 when Facebook anticipates being able to occupy the 300 Constitution building.





Unlike the other occupants, TE retains the right to lease a portion of the campus beyond 2016, although current expectations are that TE will maintain lower levels of employment over the next 4 to 6 years. It is currently estimated that up to 400 TE employees may remain at the campus after 2016. Hibiscus, therefore, proposes to locate fewer employees at 300 Constitution (up to 1,350 employees) until TE has vacated. Under this interim condition, vehicle trip generation for the entire campus is estimated at 4,465 daily trips, with 492 trips during the AM peak hour and 554 trips during the PM peak hour. While daily trip generation under this interim condition would exceed 2011 levels, peak hour trip generation would be lower, particularly during the PM peak hour. This condition could exist until TE's operations are shut down. As TE shuts down its operations, Hibiscus could increase the number of employees while maintaining trip generation below the 2011 levels.

The City of Menlo Park will monitor the trips generated by the uses on the campus during the interim conditions when both TE and Hibiscus are in operation. **Attachment A** provides detailed trip generation estimates for 2011, interim and final conditions at 300-309 Constitution Avenue. **Attachment B** documents trip generation rates for Facebook employees, which are based on counts conducted at Facebook's Menlo Park Campus in August, 2014.

Please contact me at 408-645-7021 if you have questions or would like further documentation.

Sincerely,

FEHR & PEERS

Robert Eckols, P.E.
Senior Associate

SJ14-1527

Attachment:

Attachment A: Table 1 - 300-309 Constitution Drive Trip Generation

Attachment B: Table 2 - Facebook employee trip rate documentation



ATTACHMENT A

Table 1 - 300-309 Constitution Drive - Trip Generation

Scenario	300 Constitution		301 - 309 Constitution		Trip Generation		
	Warehouse ¹	Facebook ²	Tyco ³	Pentair ³	Daily	AM	PM
2011 Conditions							
Total trips (estimated based on employee occupancy) ²	184 ksf	0	796	131	3,745	525	840
Proposed Conditions							
Interim Condition Facebook Medium Occupancy (Tyco rampdown)	0	1350	400	0	4,465	492	554
Final Condition Facebook Full Occupancy (No Tyco use)	0	1540	0	0	3,742	370	262

Notes

1. Trip generation calculated using line of best fit rates for Land Use 150, Warehouse, trips per square foot of gross floor area, ITE *Trip Generation*, 2012,
2. Trip generation calculated using per-employee trip generation rates observed during monitoring conducted in August 2014 at Facebook Menlo Park campus.
3. Trip generation calculated using line of best fit rates for Land Use 760, Research & Design, trips per employee, ITE *Trip Generation*, 2012.

Sources: ITE *Trip Generation*, 2012; Fehr & Peers, October 2014.



ATTACHMENT B

TABLE 2 - PER-EMPLOYEE TRIP GENERATION RATES, MENLO PARK CAMPUS

Driveway	Date	Daily ¹	AM Peak Hour ² 8:30 - 9:30 AM			PM Peak Hour ² 5:00 - 6:00 PM		
		Total	Total	In	Out	Total	In	Out
Willow Entrance	8/12/2014	8,992	900	791	109	624	111	513
	8/13/2014	8,670	810	717	93	589	108	481
Bayfront Entrance	8/12/2014	1,828	216	207	9	156	21	135
	8/13/2014	1,665	152	138	14	137	15	122
Total	8/12/2014	10,820	1,116	998	118	780	132	648
	8/13/2014	10,335	962	855	107	726	123	603
Average		10,578	1,039	927	113	753	128	626
Trips per employee³		2.43	0.24			0.17		
Percent in/out				89%	11%		17%	83%

Notes

1. Daily trip generation based on 24-hour machine counts of Menlo Park Campus driveways, 8/12-8/13/2014.
2. Peak hour trip generation based on manual driveway counts conducted during AM (7:00-11:00 AM) and PM (4:00-6:00 PM) peak periods, 8/12-8/13/2014.
3. Trip generation calculated with August 2014 headcount of Facebook employees at Menlo Park campus (4,357).

Source: Fehr & Peers, 2014.

11 LANDSCAPE NARRATIVE



LANDSCAPE NARRATIVE

Facebook Building 300 –CUP Submittal Landscape Narrative

The landscape and site improvements associated with the renovation of Building 300 are divided into four primary use areas as follows:

ENTRY LANDSCAPE

The entry landscape includes understory planting and new trees inset within the existing ac paving area to green the entry experience and define entry drop off circulation. The planting design will provide scale to the entry/arrival and drop off area for the building by adding a grove of large vase shaped trees and smaller understory trees at the entry. Views under the canopy to the building entry will be maintained and the trees will be set within ornamental grass planting areas within the existing asphalt. Clear widths for fire and eva access will be maintained in the drop off area.

DROP OFF AND ENTRY GARDEN

The entry garden and drop off area are part of the new entry and arrival experience and foster a stronger indoor/outdoor relationship at the entry. Garden improvements and seating areas are set between two accessible ramps from the new floor elevation to the drop area. A potential drop off canopy may be included at the drop-off to provide shade, rain protection, and seating. Seating areas will be incorporated within the entry garden and ramps will provide an accessible route to the new building entry level.

EAST GROVE AND GARDEN

The east grove and garden will provide a more intimate and shaded garden environment for employees and will include small seating areas/meeting spaces and crushed stone paths with new ground cover and tree planting. Small shade structures or canopies may also be included in this area. In addition, utility services for mobile food carts may also be provided. The garden will continue along the east edge of the site and will be enclosed by a new fence.

EVENT LAWN

A modest scaled event space is proposed between the garden and the dining deck to provide for flexible uses, events, and light recreation.

DINING DECK

The dining deck extends from the interior cafe area and will utilize existing roll up doors to provide indoor/outdoor space. The deck will include surrounding fences/walls to enclose the space and may include a canopy/shade structure with vine plantings. Access to and from the Dining Deck will be provided to the East Grove and Garden via a combination stairs, paths and ramps.

PLANTING DESIGN AND WATER EFFICIENT LANDSCAPE ORDINANCE

1. Planting selection: Final plant selection and layout shall be refined based on the following selection criteria.
 - a. Soils and Horticultural Suitability.
 - b. Salt and Wind Tolerance.
 - c. City of Menlo Park Water Efficient Landscape Ordinance requirements.
 - d. Aesthetic Quality
 - e. Ecological Value/Habitat and Environmental considerations.

LANDSCAPE NARRATIVE

2. Tree survey, removal and replacement: Refer to the Arborist Report included with the submittal for a summary of existing trees within the project area. Tree disposition is summarized as follows:
 - a. Total Trees within Designated Project Area: 61
 - b. Total Heritage Trees: 26
 - c. Total Heritage Tree Removals (associated with project construction): 1
 - d. Total Non-Heritage/Shrub Removals (associated with project construction): 30
 - e. Heritage Replacement Requirement (per Menlo Park requirements): 2
 - f. Designated Location and Species of Heritage Trees: (2) 48" Box, Quercus Agrifolia – Coast Live Oak, to be located at the Northeast corner of the building.
3. Irrigation: The project will provide a separate irrigation meter (or utilize existing TE campus irrigation meter provided is separate from the domestic service). The new irrigation system provided for proposed landscape areas and shall be designed to comply with the City's Water Efficient Landscape Ordinance.
4. Site lighting: Egress and Site Lighting will be provided at all Building Exits and as required to provide illumination of outdoor spaces and paths.
5. SITE GRADING AND DRAINAGE: Site Grading will be consistent with Title 24 accessibility requirements and new storm drainage system will be provided within the landscape areas to provide adequate drainage consistent with Title 24 grading requirements.



MEMORANDUM

To: City of Menlo Park – Planning Department

Date: November 17, 2014

Regarding: Facebook Building 300 C.U.P.
Heritage Tree Removal and Replacement

From: Chris Guillard

Following the C.U.P. submittal review meeting on November 6th, CMG visited the site with the consulting arborist to review and confirm the preliminary arborist survey submitted as part of the draft submittal package. During this visit, it was determined that a total of 29 Myoperum initially classified as Heritage Trees are in fact diseased shrubs and do not meet the size criteria for heritage trees as defined in the City's Heritage Tree Ordinance. The consulting arborist is in the process of revising the report and we anticipate on-site review by the City Arborist to confirm this determination. For purposes of coordinating the forthcoming C.U.P. submittal and Tree Removal Permit we have prepared the following Heritage Tree Removal and Replacement Summary.

- Total Trees within Designated Project Area: 61
- Total Heritage Trees: 26 (refer to updated Arborist Report)
- Total Proposed Heritage Tree Removals: 1
- Heritage Replacement Requirement (per Menlo Park requirements): 2
- Designated Location and Species of Heritage Trees: (2) 48" Box, Quercus agrifolia – Coast Live Oak, to be located at the Northeast corner of the building. Refer to attached diagram for general location.



SBCA TREE CONSULTING

1534 Rose Street, Crockett, CA 94525

Phone: (510) 787-3075

Fax: (510) 787-3065

Website: www.sbcatree.com

Steve Batchelder, Consulting Arborist

WC ISA Certified Arborist #228

CUFC Certified Urban Forester #134

CA Contractor License #(C-27) 53367

E-mail: steve@sbcatree.com

Molly Batchelder, Consulting Arborist

WC ISA Certified Arborist #9613A

ISA Tree Risk Assessment Qualified

E-mail: molly@sbcatree.com

Date: November 14, 2014

To: Rayna DeNoird, CMG

Subject: Tree Survey

Location: Building 300, Facebook

Scope: Survey includes all Heritage Trees located on the property of Building 300

City of Menlo Park Ordinance

According to City of Menlo Park Code, Chapter 13.24:

13.24.020 Heritage tree defined - (3) All trees other than oaks and redwoods which have a trunk with a circumference of 47.1 inches (diameter of 15 inches) or more, measured 48 inches above natural grade. Trees with more than one trunk shall be measured at the point where the trunks divide.

Summary

- The tree survey recorded information on sixty-one (61) trees located on the grounds of Facebook Building 300. Data was taken on tree Size, Health and Structural Condition, Suitability for Retention, and pertinent notes. Suitability for Retention is based on tree condition.
- Metal number tags were attached to thirty-three (33) trees. An additional twenty-eight (28) trees, located in the hedgerow along the back entrance, were surveyed but not tagged. All but one date palm are *Myoporum laetum* in very poor condition.
- Twenty-six (26) trees surveyed qualify as "Heritage Trees".
- Thirty-four (34) of the trees surveyed are *Myoporum*, none of which are suitable for retention due to *Myoporum* Thrips (*Klambothrips myopori*) infestation. There is currently no control for this insect. In the hedgerow, fifty-three (53) dead *Myoporums* were counted. Most of the greenery in the hedge row is provided by Italian Buckthorne (*Rhamnus alaternus*). Even though the diameters of the hedge row *Myoporum* are of Heritage size, they are exempt from the Heritage Tree Ordinance as they are under 12 feet.
- Eight (8) trees surveyed are *Eucalyptus sideroxylon*. All are in poor structural condition due to past topping cuts. Five qualify as Heritage.

- Thirteen (13) Aleppo Pines were surveyed. All are located on the south side of the building and twelve (12) qualify as Heritage Trees. Most have been headed due to power line clearance, and display leans.
- The other trees noted in the survey include two (2) London Planes, one (1) Monterey Pine, one (1) Glossy Privet, (1) Fruiting olive, and one (1) Canary Island Date Palm. The palm and the olive qualify as Heritage¹.

Summary of Tree Species

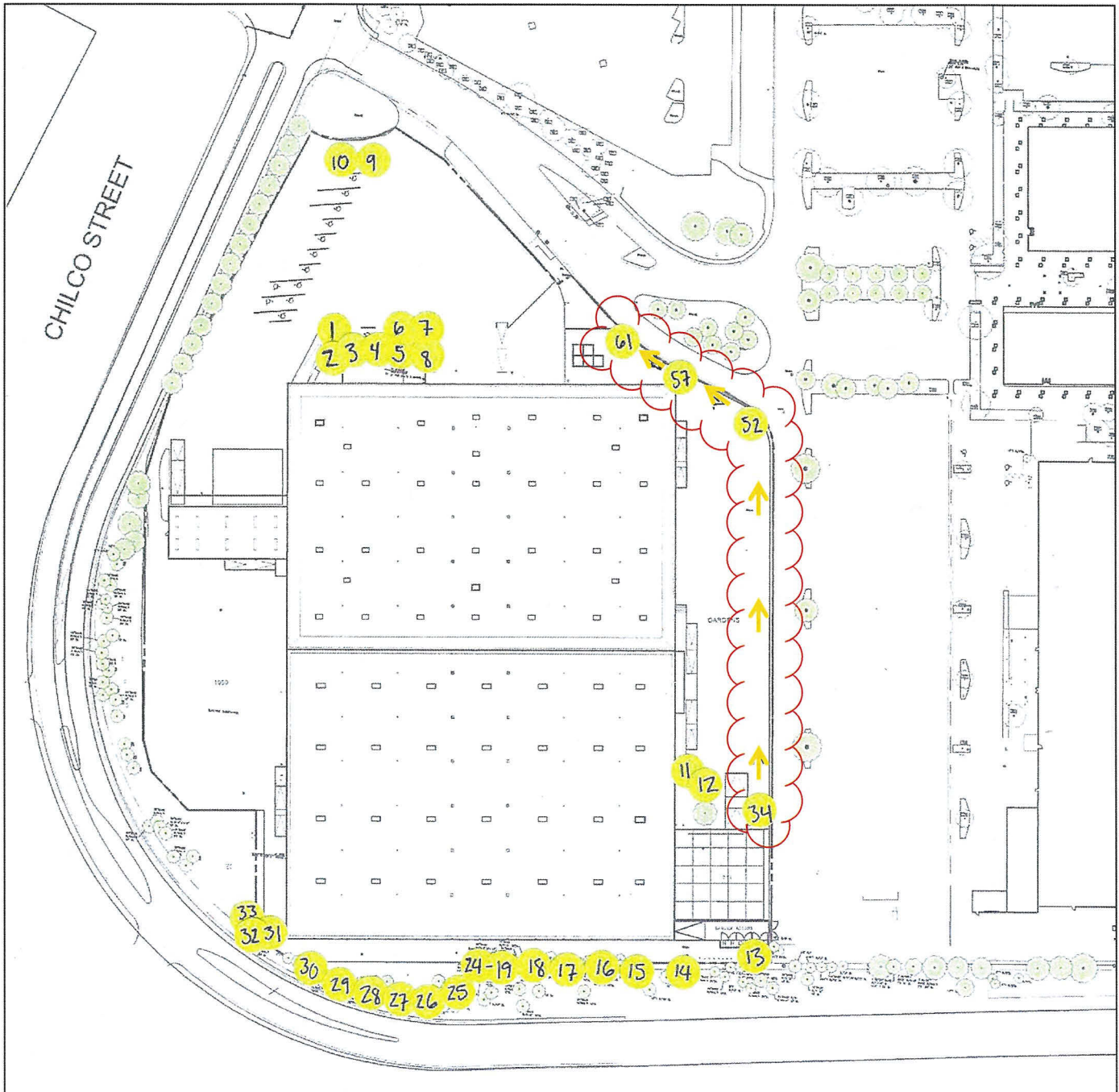
Table below provides information on the tree species surveyed and the number qualifying as Heritage Trees, with suitability for retention and pertinent notes. The survey data is provided in *Appendix 1* and the Tree Location Map is provided in *Appendix 2*.

Species	Amount	Heritage Trees	Suitable for Retention	Notes
<i>Eucalyptus sideroxylon</i>	8	5	Fair-Poor	Will require regular pruning care.
<i>Ligustrum lucidum</i>	1	0	Poor	3 main stems removed
<i>Myoporum laetum</i>	34	7	Not suitable	All have the Myoporum Thrips and are not expected to survive.
<i>Olea europaea</i>	1	1	Good	Nice tree
<i>Phoenix canariensis</i>		1	Not suitable	Growing in the hedgerow
<i>Pinus halepensis</i>	13	12	Fair-Poor	One tree is dead; 11 have a significant lean; 8 have been headed
<i>Pinus radiata</i>	1	0	Fair-Poor	Lean, Internal decay suspected, Codominant
<i>Platanus x hispanica</i>	2	0	Fair	Small size; May require soil mitigation

End Report

¹ The Canary Island Palm was classified as Heritage due to its diameter. However, it is understood that palms are measured by feet of clear trunk. This palm was young and had less than 6" of clear trunk. Therefore, it is our opinion this tree should not be of Heritage status.





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 1534 Rose St. Crockett, CA 94525
steve@sbcatree.com

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 Fax (510) 787-3065
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300 Constitution Drive
 Menlo Park, CA





COLUMN HEADING DESCRIPTIONS

Tag# - Indicates the number tag attached to tree

Species - Scientific name

DBH - Diameter measured in inches at 4.5 feet above soil grade

Spread - In feet

Structure- Tree Structural Safety: E is Excellent, G is Good, F is Fair, P is Poor, H is Hazardous

Health -Tree Health: E is Excellent, G is Good, F is Fair, P is Poor, D is Dead or Dying

Heritage Tree - (According to City Ordinance) Y is Yes, N is No

Suitability for Retention - (Based on tree condition) G is Good, F is Fair, P is Poor

Notes - See below

ABBREVIATIONS AND DEFINITIONS

Notes	Embedded Bark (EB) - AKA Included Bark, this is a structural defect where bark is included between the branch attachment so that the wood cannot join. Such defects have a higher propensity for failure.
	Codominant (CD) - A situation where a tree has two or more stems which are of equal diameter and relative amounts of leaf area. Trees with codominant primary scaffolding stems are inherently weaker than stems, which are of unequal diameter and size.
	Codominant w/ Embedded Bark (CDEB) - When bark is embedded between codominant stems, failure potential is very high and pruning to mitigate the defect is recommended.
	Poor Pruning (PP)- Past pruning practices considered unacceptable according to ANSI A300 Best Management Practices, Tree Pruning
	Internal Decay (ID) - Signs of internal decay observed
	Headed (H) - Generally considered poor pruning practice which removes the central leader and the internode.

Tag #	Species	Common Name	DBH	Spread	Structure	Health	Heritage Tree	Suitability for Retention	Notes
1	<i>Eucalyptus sideroxylon</i>	Red Iron Bark	22	35	P	G	Y	F-P	CD, H, Previous survey tag #583
2	<i>Eucalyptus sideroxylon</i>	Red Iron Bark	12.5	20	P	P	N	F-P	CD, H
3	<i>Eucalyptus sideroxylon</i>	Red Iron Bark	17.5	25	P	F	Y	F-P	CD, H, Previous survey tag #582
4	<i>Eucalyptus sideroxylon</i>	Red Iron Bark	16.5	20	P	F-G	Y	F-P	CD, H, Lean
5	<i>Eucalyptus sideroxylon</i>	Red Iron Bark	19	15	P	G	Y	F-P	CD, H



Tag #	Species	Common Name	DBH	Spread	Structure	Health	Heritage Tree	Suitability for Retention	Notes
6	<i>Eucalyptus sideroxylon</i>	Red Iron Bark	13	20	P	F	N	F-P	CD, H, Previous survey tag # 579
7	<i>Eucalyptus sideroxylon</i>	Red Iron Bark	18.5	15	P	G	Y	F-P	CD, H, Previous survey tag #577
8	<i>Eucalyptus sideroxylon</i>	Red Iron Bark	11.5	30	P	F-P	N	F-P	CDEB, H Previous survey tag #578
9	<i>Platanus x hispanica</i>	London Plane	4	10	F-P	P	N	F	Powdery mildew, anthracnose, sycamore scale, H
10	<i>Platanus x hispanica</i>	London Plane	5	20	F	F-P	N	F	Powdery mildew, anthracnose, sycamore scale
11	<i>Olea europaea</i>	Olive	18.5	35	G	G	Y	G	Hardscape uplift, CD, Lean, Nice tree!
12	<i>Ligustrum lucidum</i>	Glossy Privet	8.5	20	F-P	F	N	P	2 mainstems removed
13	<i>Pinus radiata</i>	Monterey Pine	14.5	20	F-P	F	N	F-P	Lean, CD, ID, PP, Previous survey tag #617
14	<i>Pinus halepensis</i>	Aleppo Pine	16.5	35	P	F-P	Y	P	H, PP, Lean, Previous survey tag #616
15	<i>Pinus halepensis</i>	Aleppo Pine	16	25	P	F-P	Y	P	H, PP, Lean
16	<i>Pinus halepensis</i>	Aleppo Pine	14.5	25	P	F	N	P	Lean, H, PP
17	<i>Pinus halepensis</i>	Aleppo Pine	17, 10	30	P	F-P	Y	P	CD, H, PP, Diameter taken at 1'
18	<i>Pinus halepensis</i>	Aleppo Pine	17	-	P	D	Y	P	Dead
19	<i>Myoporum laetum</i>	Myoporum	22.5	25	P	P	Y	P	H, Thrips, Multi, PP, Diameter taken at ground level
20	<i>Myoporum laetum</i>	Myoporum	18	15	P	P	Y	P	H, Thrips, Multi, PP, Diameter taken at ground level





Tag #	Species	Common Name	DBH	Spread	Structure	Health	Heritage Tree	Suitability for Retention	Notes
21	<i>Myoporum laetum</i>	Myoporum	23	15	P	P	Y	P	H, Thrips, Multi, PP, Diameter taken at ground level
22	<i>Myoporum laetum</i>	Myoporum	15.5	15	P	P	Y	P	H, Thrips, Multi, PP, Diameter taken at ground level
23	<i>Myoporum laetum</i>	Myoporum	28	20	P	P	Y	P	H, Thrips, Multi, PP, Diameter taken at ground level
24	<i>Myoporum laetum</i>	Myoporum	15	30	P	P	Y	P	H, Thrips, Multi, PP, Diameter taken at ground level
25	<i>Pinus halepensis</i>	Aleppo Pine	30.5	25	P	G	Y	P	CDEB, Lean, PP, H
26	<i>Pinus halepensis</i>	Aleppo Pine	20.5	30	F	G	Y	F	Lean
27	<i>Pinus halepensis</i>	Aleppo Pine	16	25	P	F	Y	P	H, Significant lean
28	<i>Pinus halepensis</i>	Aleppo Pine	17	35	F-P	F	Y	P	Lean, H
29	<i>Pinus halepensis</i>	Aleppo Pine	16.5	25	G	F-P	Y	P	Lean, Western gall rust
30	<i>Pinus halepensis</i>	Aleppo Pine	16.5	30	F-G	F-G	Y	G	Lean
31	<i>Myoporum laetum</i>	Myoporum	32	25	P	P	Y	P	Thrips, PP
32	<i>Pinus halepensis</i>	Aleppo Pine	23	35	F	F-G	Y	F	Lean toward street
33	<i>Pinus halepensis</i>	Aleppo Pine	28.5	30	P	F-G	Y	P	CD, H, Lean
34	<i>Myoporum laetum</i>	Myoporum	22	10	P	P-D	N	P	No tag, Measured at ground level, Thrips, Almost dead, Rhamnus alternus growing throughout
35	<i>Myoporum laetum</i>	Myoporum	30	10	P	P-D	N	P	

Tag #	Species	Common Name	DBH	Spread	Structure	Health	Heritage Tree	Suitability for Retention	Notes
36	<i>Myoporum laetum</i>	Myoporum	23	10	P	P-D	N	P	No tag, Measured at ground level, Thrips, Almost dead, Rhamnus alternus growing throughout
37	<i>Myoporum laetum</i>	Myoporum	18	10	P	P-D	N	P	
38	<i>Myoporum laetum</i>	Myoporum	15	10	P	P-D	N	P	
39	<i>Myoporum laetum</i>	Myoporum	25	10	P	P-D	N	P	
40	<i>Myoporum laetum</i>	Myoporum	23	10	P	P-D	N	P	
41	<i>Myoporum laetum</i>	Myoporum	23	10	P	P-D	N	P	
42	<i>Myoporum laetum</i>	Myoporum	28	10	P	P-D	N	P	
43	<i>Myoporum laetum</i>	Myoporum	16	10	P	P-D	N	P	
44	<i>Myoporum laetum</i>	Myoporum	28	10	P	P-D	N	P	
45	<i>Myoporum laetum</i>	Myoporum	32	10	P	P-D	N	P	
46	<i>Myoporum laetum</i>	Myoporum	22	10	P	P-D	N	P	
47	<i>Myoporum laetum</i>	Myoporum	15	10	P	P-D	N	P	

E12

Tag #	Species	Common Name	DBH	Spread	Structure	Health	Heritage Tree	Suitability for Retention	Notes
48	<i>Myoporum laetum</i>	Myoporum	30	10	P	P-D	N	P	No tag, Measured at ground level, Thrips, Almost dead, Rhamnus alternus growing throughout
49	<i>Myoporum laetum</i>	Myoporum	24	10	P	P-D	N	P	
50	<i>Myoporum laetum</i>	Myoporum	24	10	P	P-D	N	P	
51	<i>Myoporum laetum</i>	Myoporum	32	10	P	P-D	N	P	
52	<i>Myoporum laetum</i>	Myoporum	24	10	P	P-D	N	P	
53	<i>Myoporum laetum</i>	Myoporum	32	10	P	P-D	N	P	
54	<i>Myoporum laetum</i>	Myoporum	17	10	P	P-D	N	P	
55	<i>Myoporum laetum</i>	Myoporum	30	10	P	P-D	N	P	
56	<i>Myoporum laetum</i>	Myoporum	16	10	P	P-D	N	P	
57	<i>Phoenix canariensis</i>	Canary Island Date Palm	-	10	G	F-G	Y	P	0' of Clear Trunk
58	<i>Myoporum laetum</i>	Myoporum	30	10	P	P-D	N	P	No tag, Measured at ground level, Thrips, Almost dead, Rhamnus alternus growing throughout
59	<i>Myoporum laetum</i>	Myoporum	26	10	P	P-D	N	P	
60	<i>Myoporum laetum</i>	Myoporum	21	10	P	P-D	N	P	



Tag #	Species	Common Name	DBH	Spread	Structure	Health	Heritage Tree	Suitability for Retention	Notes
61	<i>Myoporum laetum</i>	Myoporum	24	10	P	P-D	N	P	No tag, Thrips, Almost dead, Rhamnus alternus growing throughout



DIESEL GENERATOR SET



Image shown may not reflect actual package.

STANDBY 500 ekW 625 kVA 60 Hz 1800 rpm 480 Volts

Caterpillar is leading the power generation marketplace with Power Solutions engineered to deliver unmatched flexibility, expandability, reliability, and cost-effectiveness.

FEATURES

FUEL/EMISSIONS STRATEGY

- EPA Certified for Stationary Emergency Application (EPA Tier 2 emissions levels)

DESIGN CRITERIA

- The generator set accepts 100% rated load in one step per NFPA 110 and meets ISO 8528-5 transient response.

UL 2200

- UL 2200 listed packages available. Certain restrictions may apply. Consult with your Cat® Dealer.

FULL RANGE OF ATTACHMENTS

- Wide range of bolt-on system expansion attachments, factory designed and tested
- Flexible packaging options for easy and cost effective installation

SINGLE-SOURCE SUPPLIER

- Fully prototype tested with certified torsional vibration analysis available

WORLDWIDE PRODUCT SUPPORT

- Cat dealers provide extensive post sale support including maintenance and repair agreements
- Cat dealers have over 1,800 dealer branch stores operating in 200 countries
- The Cat® S•O•SSM program cost effectively detects internal engine component condition, even the presence of unwanted fluids and combustion by-products

CAT® C15 ATAAC DIESEL ENGINE

- Utilizes ACERT™ Technology
- Reliable, rugged, durable design
- Field-proven in thousands of applications worldwide
- Four-stroke diesel engine combines consistent performance and excellent fuel economy with minimum weight
- Electronic engine control

CAT GENERATOR

- Matched to the performance and output characteristics of Cat engines
- Load adjustment module provides engine relief upon load impact and improves load acceptance and recovery time
- UL 1446 Recognized Class H insulation

CAT EMCP 4 CONTROL PANELS

- Simple user friendly interface and navigation
- Scalable system to meet a wide range of customer needs
- Integrated Control System and Communications Gateway

STANDBY 500 ekW 625 kVA

60 Hz 1800 rpm 480 Volts

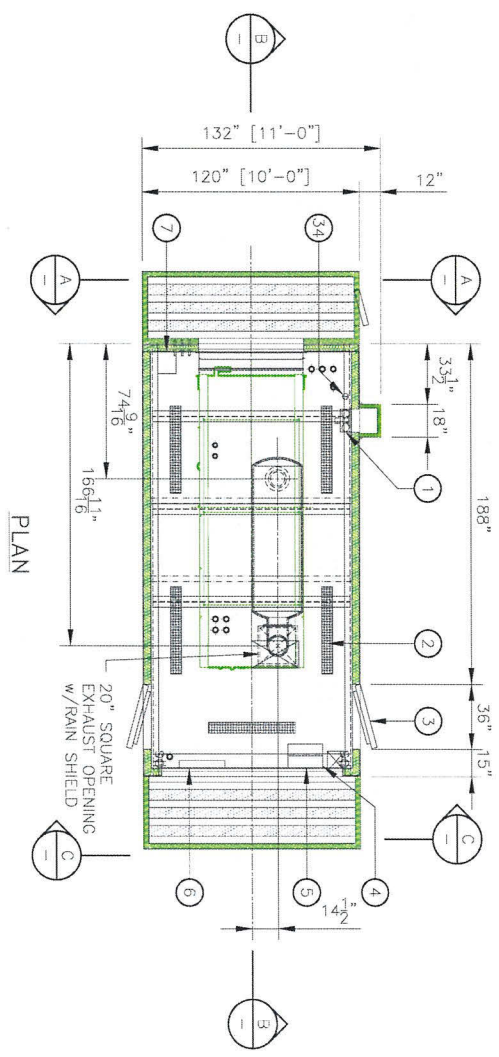
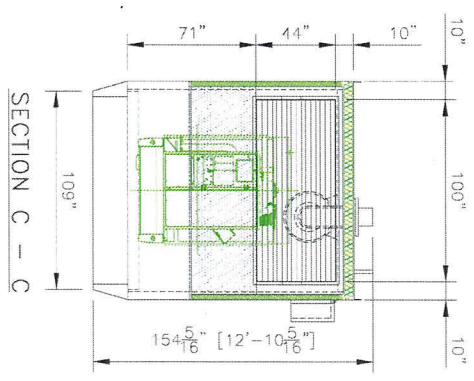
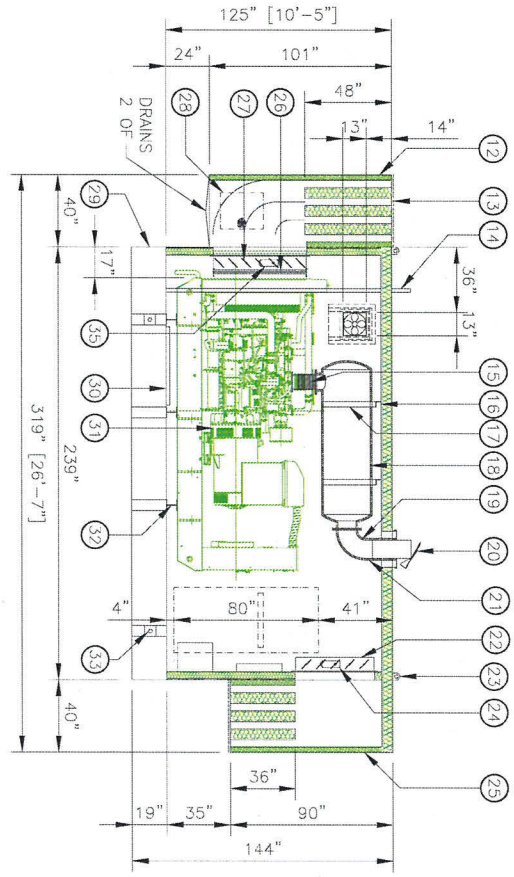
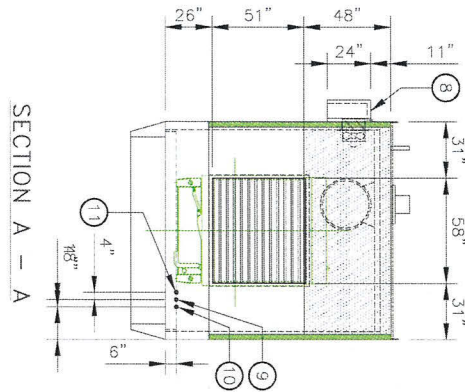
**TECHNICAL DATA**

Open Generator Set - - 1800 rpm/60 Hz/480 Volts	DM8155	
Generator Set Package Performance Genset Power rating @ 0.8 pf Genset Power rating with fan	625 kVA 500 ekW	
Fuel Consumption 100% load with fan 75% load with fan 50% load with fan	138.5 L/hr 106.1 L/hr 88.1 L/hr	36.6 Gal/hr 28.0 Gal/hr 23.3 Gal/hr
Cooling System¹ Air flow restriction (system) Air flow (max @ rated speed for radiator arrangement) Engine Coolant capacity with radiator/exp. tank Engine coolant capacity Radiator coolant capacity	0.12 kPa 822 m ³ /min 57.8 L 20.8 L 37.0 L	0.48 in. water 29029 cfm 15.3 gal 5.5 gal 9.8 gal
Inlet Air Combustion air inlet flow rate	39.8 m ³ /min	1405.5 cfm
Exhaust System Exhaust stack gas temperature Exhaust gas flow rate Exhaust flange size (internal diameter) Exhaust system backpressure (maximum allowable)	505.6 ° C 108.8 m ³ /min 152.4 mm 6.8 kPa	942.1 ° F 3842.2 cfm 6.0 in 27.3 in. water
Heat Rejection Heat rejection to coolant (total) Heat rejection to exhaust (total) Heat rejection to atmosphere from engine Heat rejection to atmosphere from generator	189 kW 505 kW 94 kW 29.1 kW	10748 Btu/min 28719 Btu/min 5346 Btu/min 1654.9 Btu/min
Alternator² Motor starting capability @ 30% voltage dip Frame Temperature Rise	1428 skVA LC6114F 130 ° C	234 ° F
Lube System Sump refill with filter	60.0 L	15.9 gal
Emissions (Nominal)³ NOx g/hp-hr CO g/hp-hr HC g/hp-hr PM g/hp-hr	5.74 g/hp-hr .4 g/hp-hr .01 g/hp-hr .018 g/hp-hr	

¹ For ambient and altitude capabilities consult your Cat dealer. Air flow restriction (system) is added to existing restriction from factory.

² Generator temperature rise is based on a 40° C (104° F) ambient per NEMA MG1-32. Some packages may have oversized generators with a different temperature rise and motor starting characteristics.

³ Emissions data measurement procedures are consistent with those described in EPA CFR 40 Part 89, Subpart D & E and ISO8178-1 for measuring HC, CO, PM, NOx. Data shown is based on steady state operating conditions of 77°F, 28.42 in HG and number 2 diesel fuel with 35° API and LHV of 18,390 btu/lb. The nominal emissions data shown is subject to instrumentation, measurement, facility and engine to engine variations. Emissions data is based on 100% load and thus cannot be used to compare to EPA regulations which use values based on a weighted cycle.



REV DESCRIPTION		DATE		PROJECT NO.		SCALE		DRAWING NO.		SHEET	
A											
B											

DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE

ENCLOSURES



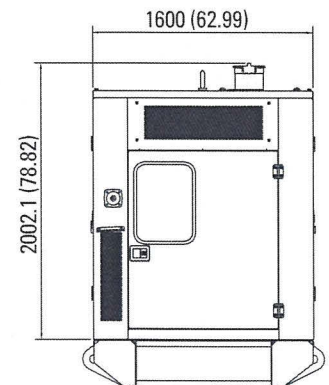
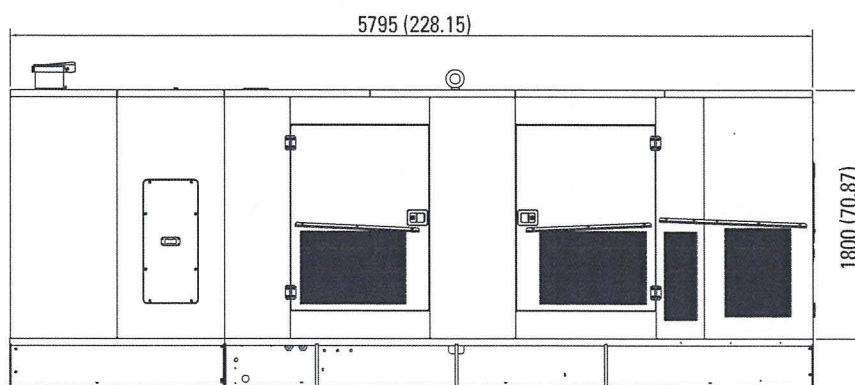
SOUND ATTENUATED ENCLOSURE OPERATING CHARACTERISTICS

60 Hz SA Enclosure 1 Breaker			Ambient Capability*		Airflow Rate		Sound Pressure Levels dBA @ Full Load			Exhaust Back Pressure	
ekW	kVA	PP/SB	°C	°F	m³/s	Cfm	1 m	7 m	15 m	in/H ₂ O	kPa
550	687.5	SB	42	108	11.9	25,215	87.7	76.7	70.7	18.0	4.5
500	625.0	SB	46	115	11.9	25,215	87.0	75.8	69.8	16.0	4.0
455	568.8	PP	44	111	11.9	25,215	86.4	75.2	69.2	14.3	3.6
450	562.5	SB	47	117	9.9	20,978	84.6	74.6	68.6	14.1	3.5
410	512.5	PP	44	111	9.9	20,978	84.2	74.0	68.0	12.5	3.1
400	500.0	SB	50	122	9.9	20,978	84.1	73.9	67.9	12.2	3.0
365	456.3	PP	47	117	9.9	20,978	83.8	73.4	67.4	10.9	2.7
350	437.5	SB	54	129	9.9	20,978	83.7	73.2	67.2	10.4	2.6
320	400.0	PP	50	122	9.9	20,978	83.5	72.9	66.9	9.3	2.3

*Ambient measured with Caterpillar Extended Life Coolant

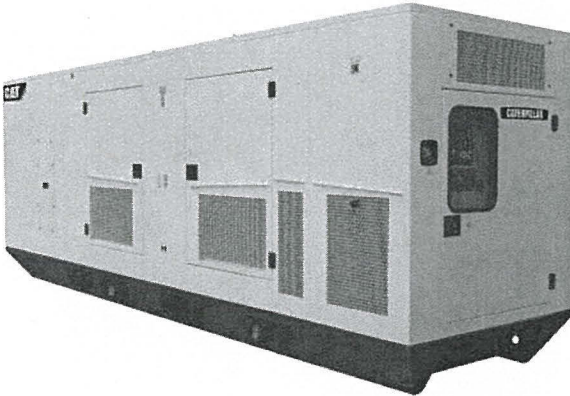
50 Hz SA Enclosure (Low Emissions)			Ambient Capability*		Airflow Rate		Sound Pressure Levels dBA @ Full Load			Exhaust Back Pressure	
kVA	ekW	PP/SB	°C	°F	m³/s	Cfm	1 m	7 m	15 m	in/H ₂ O	kPa
550	440	SB	45	113	7.7	16,315	81.3	70.8	64.8	12.4	3.08
500	400	PP	43	109	7.7	16,315	80.7	70.0	64.0	10.9	2.71
500	400	SB	48	118	7.7	16,315	80.7	70.0	64.0	10.9	2.71
455	364	PP	46	115	7.7	16,315	80.1	69.4	63.4	9.5	2.35
450	360	SB	52	126	7.7	16,315	80.1	69.3	63.3	9.3	2.31
410	328	PP	50	122	7.7	16,315	79.6	68.8	62.8	7.9	1.98
400	320	SB	56	133	7.7	16,315	79.5	68.6	62.6	7.6	1.89
365	292	PP	53	127	7.7	16,315	79.2	68.2	62.2	6.4	1.60

*Ambient measured with Caterpillar Extended Life Coolant



Approximate weight of enclosure package: 4984 kg (10,988 lb). Exact weight is dependent on options. Enclosure weight includes: sound attenuated enclosure, exhaust system, extended base and generator set. Caterpillar is pleased to offer these additional generator set enclosure colors: white, beige, and ASA 61 gray. (Caterpillar yellow is standard color.)

ENCLOSURES



Picture shown may not reflect actual package.

C15 SOUND ATTENUATED ENCLOSURES

Griffin 50 Hz/60 Hz

These sound attenuated, factory installed enclosures incorporate internally mounted super critical level silencers, designed for safety and aesthetic value on integral fuel tank bases or optional fabricated steel bases. These enclosures are of extremely rugged construction to withstand exposure to the elements of weather, and provides weather protection.

FEATURES

ROBUST/HIGHLY CORROSION RESISTANT CONSTRUCTION

- Factory installed
- Environmentally friendly, polyester powder baked paint
- 14 gauge steel
- Zinc plated or stainless steel fasteners
- Internally mounted super critical exhaust silencing system
- Approved for use with both UL 2200 listed generator set packages

EXCELLENT ACCESS

- Large cable entry area for installation ease
- Accommodates rear mounted breaker
- Double doors on both sides
- Vertically hinged doors allow 180° opening rotation
- Lube oil and coolant drains pipes to exterior of enclosure and terminated drain valves
- Radiator fill cover

SECURITY AND SAFETY

- Lockable access doors which give full access to control panel and breaker
- Cooling fan and battery charging alternator fully guarded
- Fuel fill, oil fill, coolant and battery can only be reached via lockable access
- Externally mounted emergency stop button
- Designed for spreader-bar lifting to ensure safety
- Control panel viewing window

OPTIONS

- Yellow, white, beige or ASA61 gray paint
- Interior lighting system
- Skid base with dragging and fork pockets
- UL listed integral fuel tank
- UL listed sub-base fuel tank
- Dual breakers (60 Hz only) (second breaker mounted right hand side)

MEP NARRATIVE

STANDBY 500 ekW 625 kVA

60 Hz 1800 rpm 480 Volts



DIMENSIONS

Package Dimensions		
Length	3775.1 mm	148.63 in
Width	1110.0 mm	43.7 in
Height	2091.0 mm	82.32 in
Weight	3597 kg	7,930 lb

NOTE: For reference only - do not use for installation design. Please contact your local dealer for exact weight and dimensions. (General Dimension Drawing #2781049).



**DEVELOPMENT SERVICES
PLANNING DIVISION**

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

**AGENCY REFERRAL FORM
RETURN DUE DATE: Monday, November 17, 2014**

DATE: November 3, 2014

TO: MENLO PARK FIRE PROTECTION DISTRICT

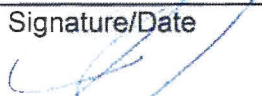
Jon Johnston
170 Middlefield Road
Menlo Park, CA 94025
(650) 323-2407

Applicant	Steve Tsuruoka
Applicant's Address	1 Hacker Way, Menlo Park, CA 94025
Telephone/FAX	Tel: (650) 796-8973
Contact Person	Steve Tsuruoka (650-796-8973)
Business Name	Facebook
Type of Business	The applicant is proposing an emergency generator to serve an existing building that is being converted from warehouse and distribution uses to office uses
Project Address	300 Constitution Drive, Menlo Park, CA 94025

FOR OFFICE USE ONLY

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

The applicant's proposal has been reviewed by the Menlo Park Fire Protection District by:

Signature/Date  12/11/2014	Name/Title (printed) Jon Johnston - Fire Marshal
Comments: Applicant shall submit NMMP & Annual Haz Mat to MPFD.	

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**DEVELOPMENT SERVICES
PLANNING DIVISION**

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

AGENCY REFERRAL FORM
RETURN DUE DATE: Monday, November 17, 2014

DATE: November 3, 2014

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

Applicant	Steve Tsuruoka
Applicant's Address	1 Hacker Way, Menlo Park, CA 94025
Telephone/FAX	Tel: (650) 796-8973
Contact Person	Steve Tsuruoka (650-796-8973)
Business Name	Facebook
Type of Business	The applicant is proposing one emergency generator to serve an existing building that is being converted from warehouse and distribution uses to office uses
Project Address	300 Constitution Drive, Menlo Park, CA 94025
FOR OFFICE USE ONLY	
<input type="checkbox"/> The hazardous materials listed are not of sufficient quantity to require approval by this Division.	
<input checked="" type="checkbox"/> The Building Division has reviewed the applicant's plans and listed hazardous materials/chemicals and has found that the proposal meets all applicable California Building Code requirements.	
<input type="checkbox"/> The Building Division has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures).	
The applicant's proposal has been reviewed by the City of Menlo Park's Building Division by:	
Signature/Date <i>Ron LaFrance 12/4/14</i>	Name/Title (printed) Ron LaFrance, Building Official
Comments:	

62



**DEVELOPMENT SERVICES
PLANNING DIVISION**

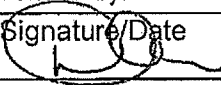
Contact: Kyle Perata 650-330- 6721 or
ktperata@menlopark.org
701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 330-6702
FAX (650) 327-1653

AGENCY REFERRAL FORM
RETURN DUE DATE: Monday, November 17, 2014

DATE: November 3, 2014

TO: SAN MATEO COUNTY ENVIRONMENTAL HEALTH SERVICES DIVISION

Darrell Cullen, REHS
Hazardous Materials Specialist
San Mateo County Environmental Health
2000 Alameda de las Pulgas, Ste 100
San Mateo, CA 94403
(650) 372-6230

Applicant	Steve Tsuruoka
Applicant's Address	1 Hacker Way, Menlo Park, CA 94025
Telephone/FAX	Tel: (650) 796-8973
Contact Person	Steve Tsuruoka (650-796-8973)
Business Name	Facebook
Type of Business	The applicant is proposing one emergency generator to serve an existing building that is being converted from warehouse and distribution uses to office uses
Project Address	300 Constitution Drive, Menlo Park, CA 94025
FOR OFFICE USE ONLY	
<input type="checkbox"/> The hazardous materials listed are not of sufficient quantity to require approval by this agency.	
<input type="checkbox"/> The Health Department has reviewed the applicant's plans and use of listed hazardous materials/chemicals and has found the proposal to be in compliance with all applicable Codes.	
<input checked="" type="checkbox"/> The Health Department has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures). The Health Department will inspect the facility once it is in operation to assure compliance with applicable laws and regulations.	
The applicant's proposal has been reviewed by the San Mateo County Environmental Health Services Division by:	
Signature/Date  11/17/14	Name/Title (printed) Darrell Cullen / HHS III
Comments: Submit HMBP to Env. Health once generator is filled.	



DEVELOPMENT SERVICES PLANNING DIVISION

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

AGENCY REFERRAL FORM

DATE: November 17th, 2014

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

Applicant	Steve Tsuruoka
Applicant's Address	1 Hacker Way, Menlo Park, CA 94025
Telephone/FAX	Tel: (650) 796-8973
Contact Person	Steve Tsuruoka (650-796-8973)
Business Name	Facebook
Type of Business	The applicant is proposing an emergency generator to serve an existing building that is being converted from warehouse and distribution uses to office uses
Project Address	300 Constitution Drive, Menlo Park, CA 94025

FOR OFFICE USE ONLY

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

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

Signature/Date

Phil Scott 11-17-14

Name/Title (printed)

Phil Scott / District Manager

Comments:

G4

Perata, Kyle T

From: Carolyn <cac1324@comcast.net>
Sent: Friday, November 14, 2014 7:22 PM
To: _Planning Commission
Cc: Curtin, Clay J
Subject: Below Market Rate Housing In-Lieu Fee with Facebook, Inc., for Commercial Linkage Fees for 300 Constitution Drive
Attachments: Facebook, partner to build Menlo Park housing complex-SFGate.pdf; Ltr to PlanningComm_11-14-2014-signed.pdf

Dear Planning Commission members,

We, the Housing Commission members are submitting the attached letter for your review. This letter outlines the Housing Commission's position regarding the Below Market Rate Housing In-Lieu fees with Facebook, Inc., for Commercial Linkage Fees for 30 Constitution Drive, presented at the November 5, 2014 Housing Commission meeting. We are hoping that this letter will have great impact on your future planning commission decisions relative to BMR units and in-lieu fees.

Sincerely yours,

Carolyn A. Clarke
Housing Commission, Chair





November 14, 2014

Menlo Park Planning Commission
701 Laurel Street
San Francisco, CA 94103

Dear Planning Commissioners,

Re: Below Market Rate Housing In-Lieu Fee with Facebook, Inc., for Commercial Linkage Fees for 300 Constitution Drive

At our recent Housing Commission meeting, (Nov 5, 2014), the vote for recommendation of a Below Market Rate Housing In-Lieu Fee Agreement with Facebook, Inc. for Commercial Linkage Fees for 300 Constitution Drive was split (2 commissioners for, and 2 commissioners against). A major concern was that there was talk that Facebook and St. Anton Partners were collaborating to provide some affordable housing units, according to the media, but the Facebook staff person could not elaborate on this. Please see attached article from sfgate.com.

Not approving the staff recommendation for in-lieu fees with Facebook, Inc., for property at 300 Constitution Drive reflects in part our disappointment or frustration that we are rarely presented with recommendations for building actual BMR units, but continuously settling instead for in-lieu fees. Almost all recent proposals from developers have worked with the City on in-lieu fee agreements. We have the fees, but very few new affordable housing options.

Most will agree that we have a chronic shortage of affordable housing in the City of Menlo Park, and since we are not getting actual BMR units from developers, we believe that options for using in-lieu fees to develop more actual units should be readily available. With estimated fees from Facebook, the City will soon have an additional \$1,216,071 in funding for purchasing, building or converting property into BMR units. We urge the City Council to make it a priority to use the fees to purchase property to convert these funds into affordable housing units as soon as possible. Modest affordable housing is unattainable for many who are working hard to simply secure stability for themselves and families. Thank you.

Sincerely,

Carolyn Clarke, Commission Chair

Sally Cadigan, Commissioner

Lucy Calder, Commissioner

Michele Tate, Commissioner

BELOW MARKET RATE HOUSING AGREEMENT

This Below Market Rate Housing Agreement ("Agreement") is made as of this ____ day of _____, 2014 by and between the City of Menlo Park, a California municipality ("City") and Hibiscus Properties, LLC, a Delaware limited liability company ("Applicant"), with respect to the following:

RECITALS

- A. Applicant owns that certain real property located in the City of Menlo Park, County of San Mateo, State of California, consisting of approximately 58.3 acres, more particularly described as Assessor's Parcel Number: 055-260-250 ("Property"), and more commonly known as 300-309 Constitution Drive, Menlo Park, California.
- B. The Property currently contains multiple buildings containing a combination of manufacturing, warehouse, and office spaces, comprising approximately 971,357 square feet. The building that is the subject of the application contains 184,438 square feet of warehousing and distribution uses and is more commonly known as 300 Constitution Drive, Menlo Park, California ("Building 300").
- C. Applicant proposes to convert Building 300 from warehouse/distribution uses to office uses with possible ancillary health and fitness uses ("Project"). The Project includes the removal of approximately 4,330 square feet of mezzanine space.
- D. Applicant is required to comply with Chapter 16.96 of City's Municipal Code ("BMR Ordinance") and with the Below Market Rate Housing Program Guidelines ("Guidelines") adopted by the City Council to implement the BMR Ordinance. In order for the City to process the application, the BMR Ordinance requires Applicant to submit a Below Market Rate Housing Agreement. This Agreement is intended to satisfy that requirement. Approval of a Below Market Rate Housing Agreement is a condition precedent to the approval of the applications and the issuance of a building permit for the Project.
- E. Residential use of the Property is not allowed by the applicable zoning regulations. Applicant does not own or have any rights with respect to any sites in the City that are available and feasible for construction of sufficient below market rate residential housing units to satisfy the requirements of the BMR Ordinance. Applicant is exploring opportunities to deliver off-site units. Therefore, based on these facts, the City has found that the BMR Agreement should allow for the flexibility for Applicant to explore the provision of off-site units to meet its obligation, pay the applicable in-lieu fee, or a combination thereof.
- F. Applicant, therefore, is required to pay an in lieu fee and/or deliver off-site units as provided for in this Agreement. Applicant is willing to pay the in lieu fee and/or deliver off-site units on the terms set forth in this Agreement, which the City has found are consistent with the BMR Ordinance and Guidelines.

NOW, THEREFORE, the parties agree as follows:

1. Applicant shall satisfy its obligations under the BMR Ordinance and Guidelines ("Developer's BMR Obligations") by either (a) paying the in lieu fee, (b) delivering off-site units, or (c) paying a portion of the in lieu fee and delivering off-site units. If the applicant pays the in-lieu fee without providing any units, the estimated fee is \$1,216,071.40. For each unit that is provided by Applicant, the applicable fee would be reduced by 25 percent. If Applicant provides one unit, the applicable fee would be reduced to \$912,053.55; for two units the fee would be reduced to \$608,035.70; and for three units the fee would be reduced to \$304,017.85. Four units would completely satisfy Applicant's obligation and therefore, no additional payment to the City would be required.

The applicable in lieu fee is that which is in effect on the date the payment is made. The in lieu fee will be calculated as set forth in the table below; however, the applicable fee for the Project will be based upon the amount of square footage within Group A and Group B at the time of payment and the number of units provided by Applicant. The estimated in lieu fee, that does not contemplate delivery of any off-site units, is provided below.

	Use Group	Fee/SF	Square Feet	Component Fees
Existing Building - Non-Office Areas	B- Non-Office C/I	\$8.24	184,438	(\$1,519,769.10)
Proposed Buildings Office Areas	A-Office/R&D	\$15.19	180,108	\$2,735,840.50
Total Estimated In Lieu Fee				\$1,216,071.40

2. Nothing in this Agreement shall obligate Applicant to proceed with the Project. Applicant will not be obligated to pay the in lieu fee or deliver off-site units before the City issues a building permit for the Project. Instead, the Applicant will satisfy the obligations under the BMR Ordinance and Guidelines as set forth in Paragraph 3 below.
3. Within two years of the date the City issues a building permit for tenant improvements to the existing structure ("Outside Delivery Date"), Applicant shall have the right (but not the obligation) to deliver off-site units that meet the requirements of the BMR Ordinance and Guidelines to satisfy, in whole or in part, Applicant's BMR Obligations. Each off-site unit delivered by Applicant would reduce the Applicant's in-lieu fee obligation to the City by 25 percent. If Applicant delivers off-site units that satisfy Applicant's BMR Obligations prior to the Outside Delivery Date, it will have no further payment or delivery obligations under this Agreement. If Applicant does not deliver off-site units that satisfy Applicant's BMR Obligations prior to the Outside Delivery Date, then, within 30

days of the Outside Delivery Date, Applicant must pay the City an amount equal to \$1,216,071.40, adjusted annually or the appropriate fee based on the number of units provided. For purposes of clarification, (a) rental units that are maintained as BMR units in accordance with the City's BMR Guidelines for at least 55 years satisfy the BMR Ordinance and Guidelines and (b) Applicant may deliver off-site units by directly developing a residential project or having a third party deliver or agree to deliver BMR units to the City on Applicant's behalf, provided any units delivered by a third party on Applicant's behalf shall be additional BMR units for such project and shall not count toward the BMR requirement and/or any density bonus calculation for such project where the BMR units are provided.

4. Any off-site BMR units shall be restricted to Low Income Households, which shall mean those households with incomes that do not exceed eighty percent (80%) of San Mateo County median income, adjusted for family size, as established and amended from time to time by the United States Department of Housing and Urban Development.
5. This Agreement shall be binding on and inure to the benefit of the parties hereto and their successors and assigns. Each party may assign this Agreement, subject to the reasonable consent of the other party, and the assignment must be in writing.
6. If any legal action is commenced to interpret or enforce this Agreement or to collect damages as a result of any breach of this Agreement, the prevailing party shall be entitled to recover all reasonable attorney's fees and costs incurred in such action from the other party.
7. This Agreement shall be governed by and construed in accordance with the laws of the State of California and the venue for any action shall be the County of San Mateo.
8. The terms of this Agreement may not be modified or amended except by an instrument in writing executed by all of the parties hereto.
9. This Agreement supersedes any prior agreements, negotiations, and communications, oral or written, and contains the entire agreement between the parties as to the subject matter hereof.
10. Any and all obligations or responsibilities of the Applicant under this Agreement shall terminate upon the payment of the required fee.
11. To the extent there is any conflict between the terms and provisions of the Guidelines and the terms and provisions of this Agreement, the terms and provisions of this Agreement shall prevail.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

CITY OF MENLO PARK

Hibiscus Properties, LLC

By: _____
City Manager

By: _____



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF DECEMBER 15, 2014
AGENDA ITEM D4

LOCATION: 1180 O'Brien Drive **APPLICANT:** Western Allied Mechanical Inc.

EXISTING USE: Office and Warehouse **PROPERTY OWNER:** Menlo Park Industries Partners

PROPOSED USE: Office and Warehouse **APPLICATION:** Use Permit

ZONING: M-2 (General Industrial District)

DEVELOPMENT STANDARDS

	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	37,000 sf	37,000 sf	25,000 sf min.
Setbacks			
Front	48.0 ft.	48.0 ft.	20 ft. min.
Rear	76.8 ft.	76.8 ft.	20 ft. min.
Side (right)	16.8 ft.	16.8 ft.	10 ft. min.
Side (left)	12.5 ft.	12.5 ft.	10 ft. min.
Building coverage	36.0 % 13,316 sf	36.0 % 13,316 sf	50 % max. 18,500 sf
Floor Area Ratio (FAR)	40.0 % 14,816 sf	40.1 % 15,006 sf	45 % max. 16,650 sf
Square footage by floor	11,780 sf/ 1 st 3,036 sf/Mezzanine 1,536 sf/covered storage	11,780 sf/ 1 st 3,226 sf/Mezzanine 1,536 sf/covered storage	
Square footage of building(s)	14,816 sf	15,006 sf	
Building height	19 ft.	19 ft.	35 ft. max.
Parking	25 spaces*	10 spaces	50 spaces
Note: Areas shown highlighted indicate a nonconforming or substandard situation. *The parking calculation does not include 12 spaces located within the front one-quarter of the required front setback, which are not compliant with the Zoning Ordinance.			

PROPOSAL

The applicant is requesting a use permit for the conversion of approximately 3,345 square feet of warehouse space to office space, associated with an HVAC business within an existing building, located in the M-2 (General Industrial) zoning district. The project site is nonconforming with regard to parking and the increase in office square footage would be considered a change of use. The applicant is proposing to increase the usable parking spaces on-site by 15 spaces as part of the project. No major exterior changes to the existing building are included in the project. In addition, the applicant is requesting approval of a Below Market Rate (BMR) In-Lieu Fee Agreement for this project.

BACKGROUND

Western Allied Mechanical, Inc., is an HVAC contracting firm specializing in design and build projects. The company headquarters has been located at 1180 O'Brien Drive, the subject property, since 1976, and the company has also occupied 1170 O'Brien Drive since 2003. In September 2012, the applicant received use permit approval to relocate the sheet metal and pipe fabrication functions of the business, as well as the storage yard to the property at 1 Casey Court, which is approximately 300 feet away from the subject site. That use permit approval has enabled the applicant to expand its design and office operations at the subject building. No changes to the buildings at 1170 O'Brien Drive or 1 Casey Court are proposed at this time.

ANALYSIS

Site Location

The subject site is located at 1180 O'Brien Drive, near the intersection with Kavanagh Drive. All adjacent parcels along O'Brien Drive and the parcels across the street are part of the M-2 zoning district, and most are occupied by a variety of warehouse, light manufacturing, R&D, and office uses. Parcels to the rear of the subject site are located within the City of East Palo Alto and are occupied by single family residences. Cesar Chavez Elementary School and The Girls Club of The Mid-Peninsula are located south of the subject site. The Elementary School shares a property line with the 1170 O'Brien Drive property and the Girls Club is located directly south of the 1170 O'Brien Drive property, across Ralmar Street. Cesar Chavez Elementary School is located within the City of East Palo Alto and the Girls Club is located in Menlo Park.

Project Description

The site currently contains an existing single-story concrete tilt-up building, with multiple mezzanines, used for both storage and offices. The building was constructed around 1970 and has been occupied by Western Allied Mechanical since 1975. The building has approximately 15,006 square feet of gross floor area (GFA), which represents a floor area ratio (FAR) of 40.1 percent. The applicant is proposing to convert a portion of the ground floor warehouse space to offices, remove a portion of the front office mezzanine, and install a new storage mezzanine within the modified warehouse portion

of the building. The proposed project would result in a decrease in the overall GFA at the site. The proposed project would contain 14,816 square feet of GFA, which is an FAR of 40 percent. Since the proposed use is predominantly office uses, the maximum permitted GFA for the site is 45 percent. The proposed project would result in 10,001 square feet of office square footage, which is a net increase of 1,895 square feet. The proposed increase in office square footage within the building is considered a change of use and requires Planning Commission review of a use permit because the site is nonconforming with regard to parking. The applicant does not store or use hazardous materials at the subject building. The applicant's project description letter (Attachment C) discusses the project in more detail.

Parking and Circulation

The site currently contains 22 parking stalls of which 10 are compliant with the Zoning Ordinance location requirements. The Menlo Park Zoning Ordinance requirement for off-street parking for the M-2 district is one (1) parking space shall be provided for every three hundred (300) square feet of gross floor area not in the front one-quarter (1/4) of any required front yard. The required front setback is 20 feet, and therefore, required parking cannot be located within the first five feet from the front property line. The site currently has 12 spaces partially located within the front one-quarter of the required front setback, which are not included in the calculation of parking toward the Zoning Ordinance requirement. As part of the overall project, the applicant is proposing to remove existing storage containers from the rear of the building and restripe the parking lot to increase the number of usable spaces to 37. Therefore the project would result in 25 Zoning Ordinance compliant parking spaces. The Zoning Ordinance requirement would be 50 spaces; however, the applicant is improving the existing nonconforming situation, and an additional 12 spaces are accessible, but do not meet the Zoning Ordinance requirements.

As part of the overall project, the applicant does not anticipate increasing the number of employees at the site and has indicated the current parking situation has been sufficient in the past. The proposed project would increase the number of usable spaces and if the number of employees increases, staff believes the building should be able to accommodate the parking demand generated by any new employees, given the historic operations and the increase in parking at the site. The Transportation Division has reviewed the proposed parking plan and the circulation plan and determined that the proposed modifications comply with all City standards. As set forth in Condition 5b, the applicant is required to pay the applicable transportation impact fee prior to building permit issuance, which is currently estimated at \$6,323.95. The applicant's project description letter discusses the parking situation in more detail (Attachment C).

Below Market Rate (BMR) Housing Agreement

Per the Zoning Ordinance, commercial projects inclusive of 10,000 square feet or more are subject to the BMR requirements. Since the overall site contains more than 10,000 square feet of gross floor area, the project is subject to BMR requirements. The in-lieu fee is paid based on the square footage of office area (Group A) and non-office commercial area (Group B). For a change of use, the applicant is required to pay the

difference between Group A and Group B square footage for the project. The draft BMR in-lieu fee agreement was reviewed by the Housing Commission at its November 5, 2014 meeting. The Commission recommended approval of the in-lieu fee agreement 4-0, with Commissioner Dodick absent. Since the Housing Commission's review, staff has further reviewed the change in square footages and determined that the increase in office (Group A) square footage is greater than originally represented to the Housing Commission. The attached draft BMR Agreement (Attachment D) has been updated to reflect the clarified square footages.

The applicant proposes to pay a commercial linkage fee per the BMR requirements since residential development is not permitted at the site and the applicant does not own any other sites in the city that are available and feasible for construction of BMR units to satisfy the requirement. The current in-lieu rate for office uses (Group A) is \$15.19 per square foot and the in-lieu fee rate for non-office commercial uses (Group B) is \$8.24 per square foot. The rate is adjusted annually on July 1 and the applicable fee for the project will be based upon the amount of square footage within Group A and B, as well as the rate that is in effect at time of payment. The in-lieu fee is required to be paid prior to building permit issuance. The estimated BMR in-lieu fee for the proposed project is \$11,604.65, based upon the proposed land use breakdown within the building. The draft BMR agreement is included as Attachment D.

Correspondence

Staff has not received any correspondence on this project.

Conclusion

The proposed project would allow an existing business to continue to expand and maintain its operations within the City. The project would improve the existing parking ratio at the site and has been reviewed by the Transportation Division for accessibility and design requirements. Staff believes the proposed office expansion would not negatively affect the parking at the site. Staff recommends that the Planning Commission approve the use permit and BMR in-lieu fee agreement.

ENVIRONMENTAL REVIEW

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

RECOMMENDATION

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current CEQA Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the

neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.

3. Approve the Below Market Rate Housing In Lieu Fee Agreement.
4. 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 Lewis Architecture, consisting of five plan sheets, dated received December 8, 2014, and approved by the Planning Commission on December 15, 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, Recology, 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.
5. Approve the use permit subject to the following **project-specific** conditions:
 - a. Prior to or concurrent with the submittal of a complete building permit application, the applicant shall execute the Below Market Rate (BMR) Housing Agreement. Prior to building permit issuance, the applicant shall pay the in lieu fee of approximately \$11,604.65 in accordance with the BMR Housing Agreement (as of July 1, 2014). The BMR fee rate is subject to change annually on July 1 and the final fee will be calculated at the time of fee payment.
 - b. Prior to building permit issuance, the applicant shall pay a Traffic Impact Fee (TIF) at the current dollar rate per square foot, subject to the Municipal Code Section 13.26. The fee is estimated at \$6,323.95. The fee rate is subject to change annually on July 1 and the final calculation will be based upon the applicable rate and square footage at the time of fee payment. The TIF rate is adjusted each year based on the ENR Construction Cost Index percentage change for San Francisco.

Report prepared by:
Kyle Perata
Associate Planner

Report reviewed by:
Thomas Rogers
Senior Planner

PUBLIC NOTICE & APPEAL PERIOD

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

ATTACHMENTS

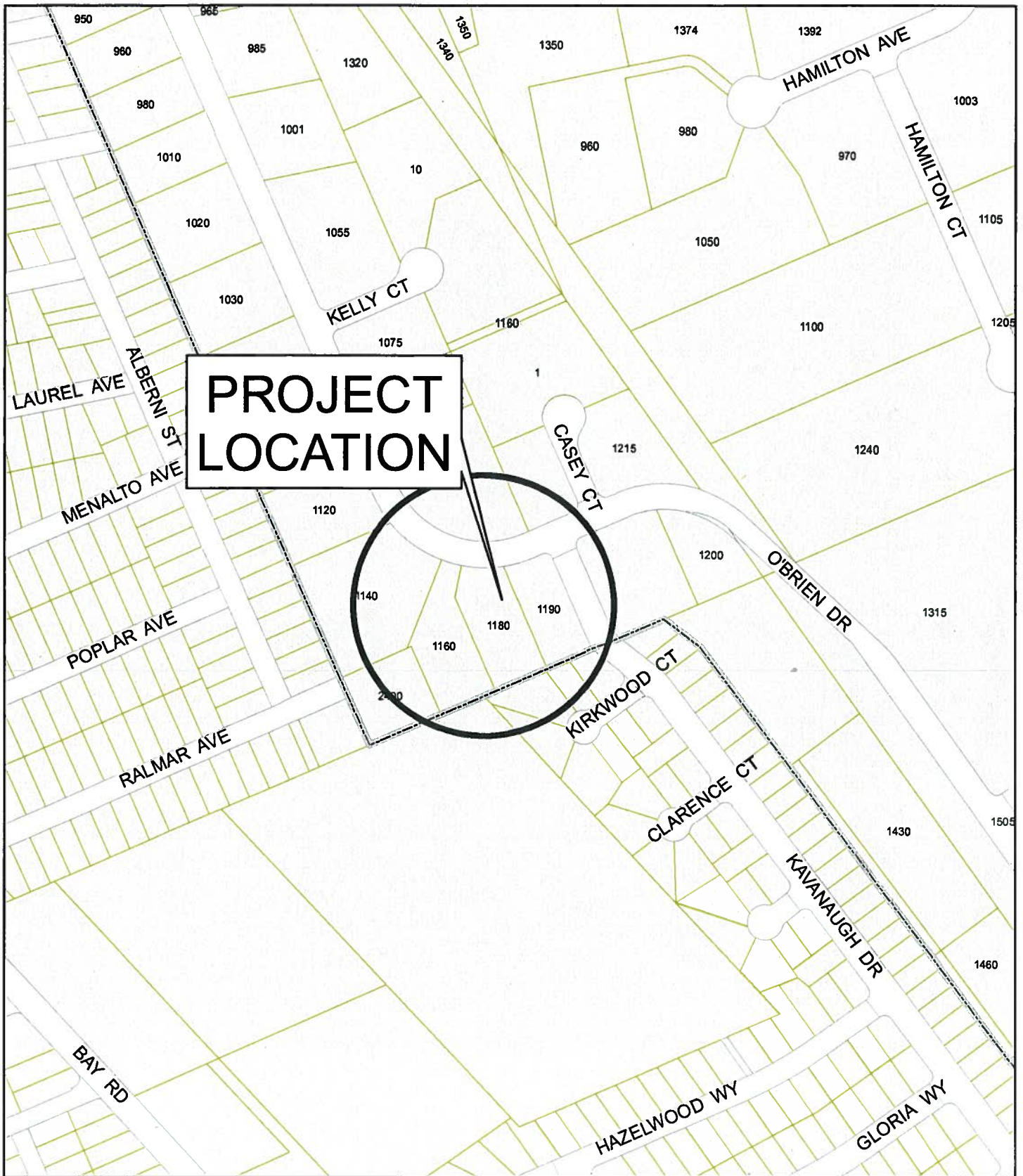
- A. Location Map
- B. Project Plans
- C. Project Description Letter
- D. Draft BMR In-Lieu Fee Agreement

EXHIBIT TO BE PROVIDED AT MEETING

None

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

V:\STAFFRPT\PC\2014\121514 - 1180 O'Brien Drive.doc



CITY OF MENLO PARK

LOCATION MAP

1180 O'BRIEN DRIVE

DRAWN: KTP CHECKED: KTP DATE: 12/15/14 SCALE: 1" = 300' SHEET: 1

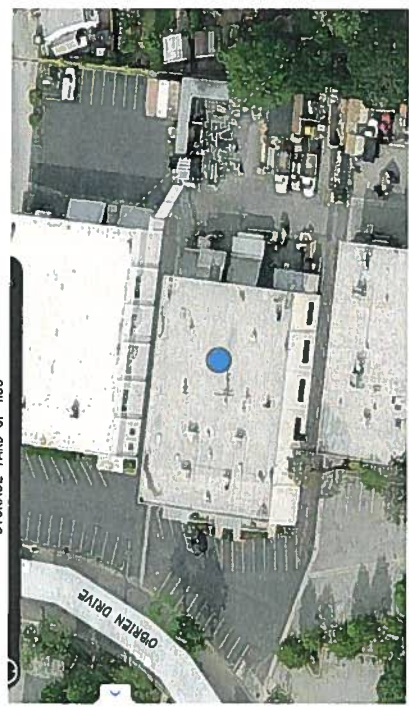




JOB NUMBER: 040101
SCALE: AS NOTED
DATE: 5.01.2014
DRAWN BY: SFL
CHECKED BY: SFL
REVISIONS:
10/20/14 ISSUED FOR CLIP
10/20/14 ISSUED FOR OPERATIONS
12/02/14 ISSUED FOR
CLASSIFICATIONS

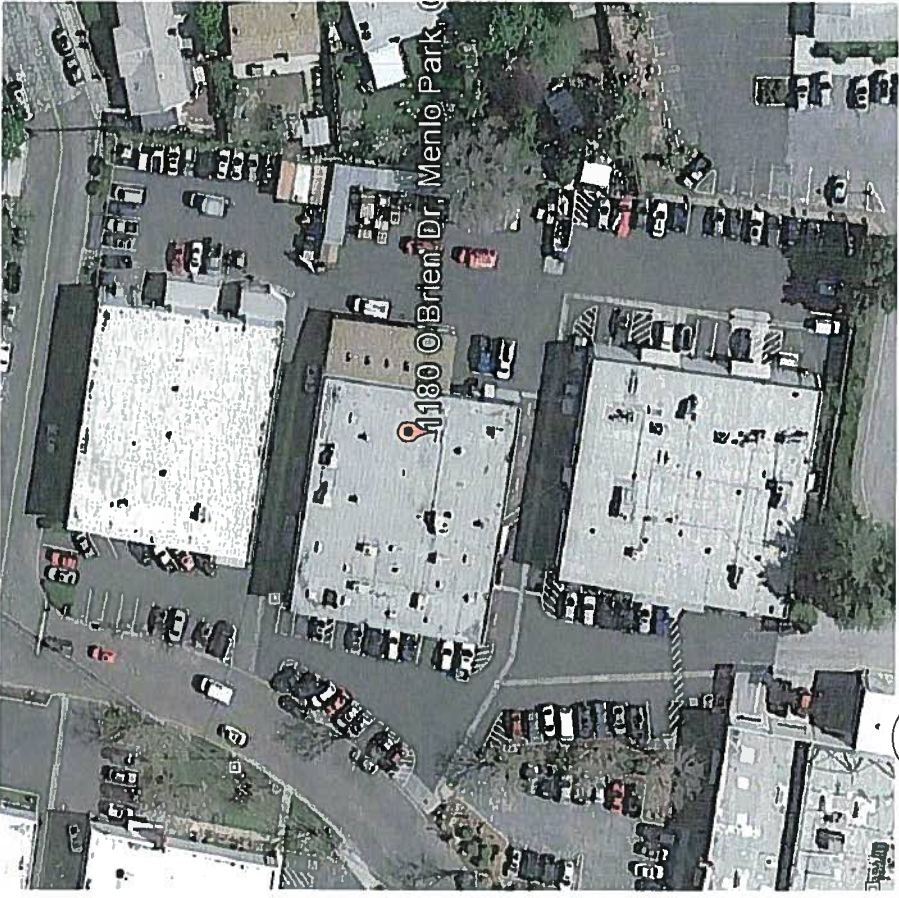


VIEW LOOKING SOUTH DOWN O'BRIEN SHOWING E REAR
STORAGE YARD OF 1180



VIEW LOOKING NORTH ON O'BRIEN SHOWING E REAR
STORAGE YARD OF 1180 PLUS FRONT PARKING

SCOPE OF WORK	PROJECT INTENT
<ol style="list-style-type: none"> REMOVE REDUNDANT INTERIOR PARTITIONS TO EXPAND EXISTING OFFICE FUNCTION TO VACATED SHEET METAL SHOP AREA, ALLOWING ENGINEERING STAFF TO OCCUPY AN IMPROVED WORK ENVIRONMENT. NEW MECHANICAL SYSTEMS AND IMPROVED CEILING AND LIGHTING AS REQUIRED BY MODERNIZED OFFICE FUNCTION. NO CHANGE TO EXISTING BUILDING FOOTPRINT. NO CHANGE TO EXISTING BUILDING IN COMPLIANT ACCESS OR EXISTING PARKING CALCULATIONS. 	<p>THE REAR APPROX 7000SF STORAGE AREA OF THE BUILDING GENERALLY Housed WESTERN ALLIED SHEET METAL SHOP. THIS AREA WAS VACATED LAST YEAR LEAVING THIS AREA VACANT.</p> <p>THE PURPOSE OF THIS PROJECT IS TO CONVERT A PART OF THIS AREA TO OFFICE FUNCTION TO ACCOMMODATE WESTERN ALLIED'S ENGINEERING STAFF'S INCREASED SPECIAL REQUIREMENTS.</p> <p>THERE IS NO INCREASE IN THE BUILDING SHELL FOOTPRINT. THERE ARE NO ADDITIONAL CALCULATIONS FOLLOWING FOR P&L AND PARKING CALCULATIONS.</p>
PROJECT DATA	DRAWING INDEX
<p>JURISDICTION: CITY OF MENLO PARK BUILDING CODE: 2003 CALIFORNIA BUILDING MECHANICAL PLUMBING AND ELECTRICAL CODE WITH LOCAL AMENDMENTS</p> <p>OCCUPANCY GROUP: EXISTING P2 FACTORY DISTRIBUTION / 52 STORAGE / 8 OFFICE</p> <p>CONSTRUCTION TYPE: UN-SPECIFIED MECHANICAL SYSTEMS: WRE STORY WITH E PARTIAL MEZZANINES NO. OF STORIES: ONE EXISTING GROUND FLOOR AREA @ 1180: 17,905SF</p>	<p>PLO AERIAL VICINITY PLAN / SCOPE OF WORK / PROJECT INTENT / PROJECT TEAM / DRAWING INDEX / PROJECT CALCULATIONS</p> <p>P.L1 EXISTING GROUND FLOOR AND MEZZANINE PLANS / P.L2 PROPOSED GROUND FLOOR AND MEZZANINE PLANS / P.L3 EXISTING AND PROPOSED SITE PLANS / PARKING AND P&L CALCULATIONS</p> <p>P.L4 ROOF PLAN / EXTERIOR ELEVATIONS / LINE OF SIGHT STUDY</p>
PROJECT CALCULATIONS	PROJECT DIRECTORY
<p>EXISTING LOT @ 37,000SF EXISTING BLDG SHELL @ 17,905SF MENLO PARK P&L FLOOR/AREA RATIO = MAX 45 SEE SHEET P.L3</p> <p>CALCULATION ALL AREAS: 7,850 17,90 8F REMAINING WAREHOUSE 3,500 3,500 8F FRONT MEZZANINE 2,191 3,036 8F IN LEFT STORAGE MEZZ 400 400 MEZZANINES IN RIGHT STORAGE MEZZ 445 445 MEZZANINES</p> <p>TOTAL 14,885SF / 300 = 49.61 SPACES REQD. CAN ACHIEVE 37 USABLE SPACES OF WHICH 23 ARE COMPLIANT MENLO PARK MAX F&L = 45</p>	<p>CLIENT: WESTERN ALLIED MECHANICAL COMPANY 1800 O'BRIEN DRIVE MENLO PARK, CA 94028 CONTACT: PETE KELLY</p> <p>ARCHITECT: LEWIS ARCHITECTURE 301 EL CAMINO REAL SAN CARLOS, CA 94068 PHONE: 650-755-2548 FAX: 650-531-8390 CONTACT: STEVE LEWIS</p>



P1 E AERIAL VICINITY PLAN
NTS

PROJECT CALCULATIONS

AREA AFFECTED BY NEW WORK	EXISTING LOT @ 37,000SF	EXISTING BLDG SHELL @ 17,905SF
SEE SHEETS P.L1 AND P.L3	MENLO PARK P&L FLOOR/AREA RATIO = MAX 45	SEE SHEET P.L3
GROUND FLOOR 6,800SF	CALCULATION ALL AREAS: 7,850 17,90 8F	OFFICE 7,850
NEW STORAGE MEZZ 7,485SF	REMAINING WAREHOUSE 3,500 3,500 8F	FRONT MEZZANINE 2,191 3,036 8F
TOTAL 14,285SF	IN LEFT STORAGE MEZZ 400 400 MEZZANINES	IN RIGHT STORAGE MEZZ 445 445 MEZZANINES
	TOTAL 14,885SF / 300 = 49.61 SPACES REQD.	
	CAN ACHIEVE 37 USABLE SPACES	
	OF WHICH 23 ARE COMPLIANT	
	MENLO PARK MAX F&L = 45	

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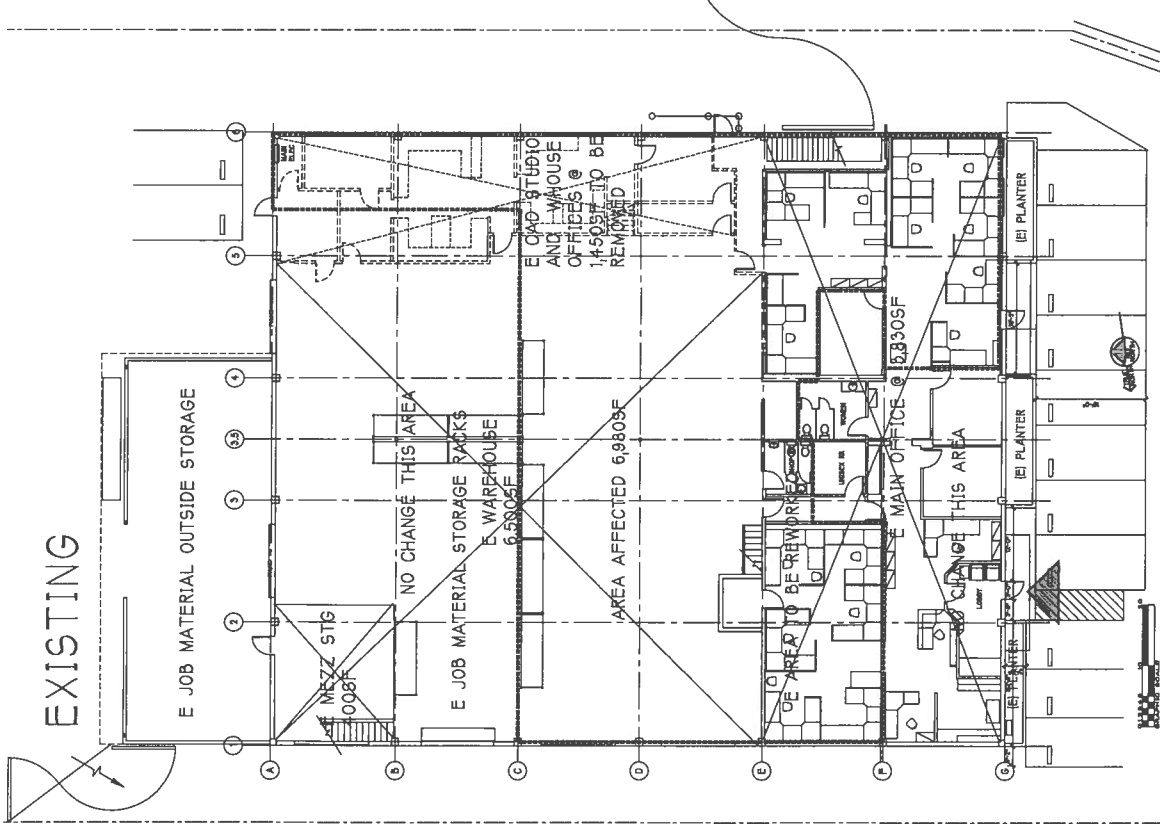
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CITY OF MENLO PARK

B1



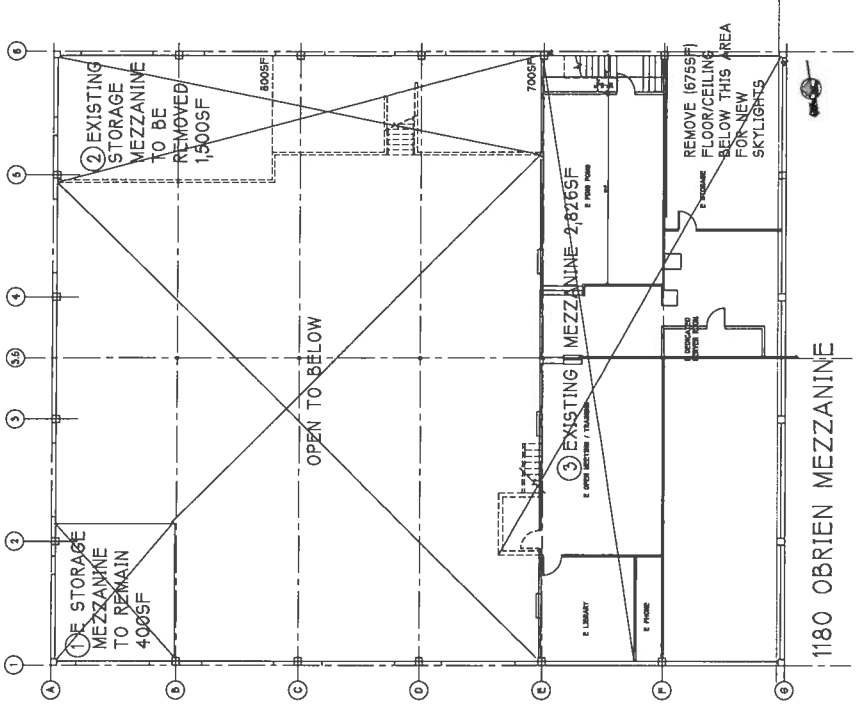
JOB NUMBER: 040101
SCALE: AS NOTED
DATE: 5.01.2014
DRAWN BY: SFL
CHECKED BY: SFL
REVISIONS:
10/20/14 ISSUED FOR CLIP
11/24/14 ISSUED FOR CLIP
12/10/14 ISSUED FOR CLIP



NOTE:
AFFECTED AREAS BORDERED

P1 EXISTING GROUND FLOOR PLAN
1/8" = 1'-0"

- EXISTING MEZZANINES:
- 1 E1400SF TO REMAIN - NO CHANGE
 - 2 E11500SF EXISTING - TO BE REMOVED
 - 3 E12826SF TO BE REDUCED BY 675SF TO ALLOW FOR GROUND FLOOR RAISED CEILING



P2 EXISTING MEZZANINE PLANS
1/8" = 1'-0"

16,980SF GROUND FLOOR + 485SF MEZZANINE = 7,465SF

(B2)

NOTE:
AFFECTED AREAS BORDERED

(6,980SF GROUND FLOOR + 485SF MEZZANINE = 7,465SF)

ADJUSTED MEZZANINES:

- ① (E) 400SF TO REMAIN - NO CHANGE
- ② (N) 485SF - NEW STORAGE MEZZANINE
- ③ (E)2,151SF MEZZANINE (REDUCED BY 675SF)
- NO CHANGE

Architectural floor plan of the 1180 Obrien Mezzanine. The plan shows a large rectangular space with a grid of columns labeled A through G and rows 1 through 6. Key features include:

- 1. Storage Mezzanine (4095SF) in the top left corner, labeled 'TO REMAIN'.**
- 2. Storage Mezzanine (4836SF) in the top right corner, labeled 'NEW'.**
- 3. Open area labeled 'OPEN TO BELOW' in the center.**
- 4. Reduced Existing Mezzanine (2,151SF) on the right side, labeled 'EXISTING'.**
- 5. Library (E LIBRARY) and Phone (E PHONE) areas at the bottom.**
- 6. Staircases and elevators are indicated with arrows and labels like 'ELEVATOR' and 'STAIRS'.**
- 7. A note on the right side reads: 'REMOVED 16755SF FLOOR/SELLING BELOW THIS AREA FOR NEW SKYLIGHTS'.**
- 8. The title '1180 O'BRIEN MEZZANINE' is at the bottom.**

p2 PROPOSED MEZZANINE PLAN
1/8" = 1'-0"

(6,980SF GROUND FLOOR + 485SF MEZZANINE = 7,465SF)

PL2

SHEET 3 OF 5

LEWISARCHITECTURE

122 EL CAMINO REAL, SAN CARLOS, CALIFORNIA 94070-2404
T: 650-703-3248 F: 650-631-8780 LEWISARCHITECTS@AOL.COM

CLIENT
WESTERN ALLIED
MECHANICAL



WESTERN ALLIED MECHANICAL
1180 CAMPBELL DRIVE
MILWAUKEE, WIS. 53217

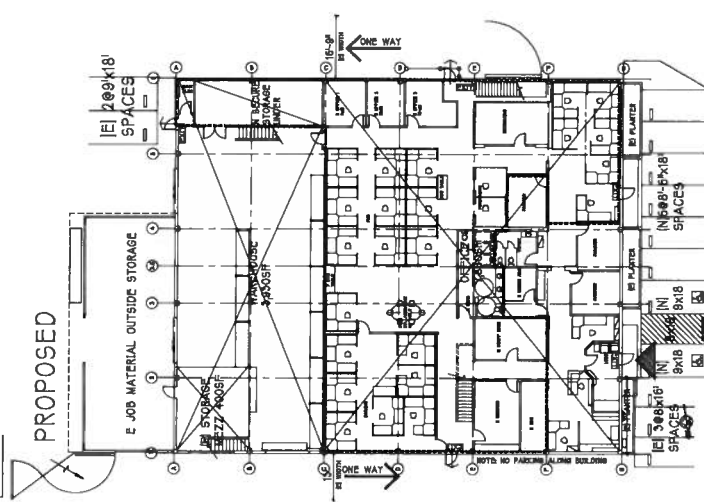
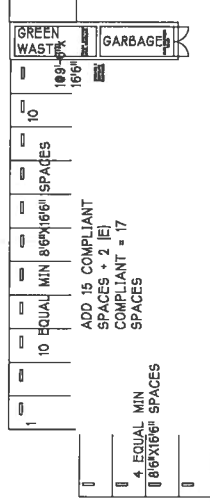
PROJECT
TION 1180 OBRIEN

S H E E T
PROPOSED FLOOR
PLANS

JOB NUMBER:	040101
SCALE:	AS NOTED
DATE:	5.01.2014
DRAWN BY:	
CHECKED BY:	S F L
REVISIONS:	
	10/20/2014 ISSUED FOR C.U.P
	11/24/2014 ISSUED FOR
	CLARIFICATIONS
	12/1/2014 ISSUED FOR
	CLARIFICATIONS

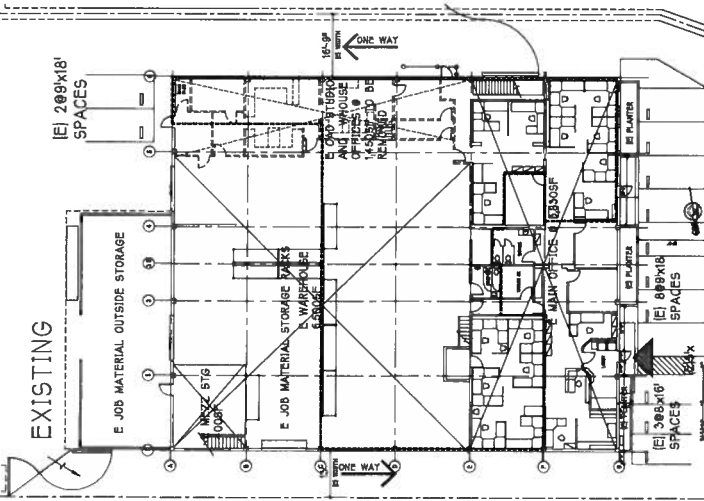
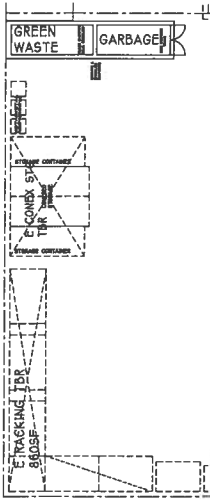


JOB NUMBER: 040101
SCALE: AS NOTED
DATE: 5.01.2014
DRAWN BY: S.F.L.
CHECKED BY: S.F.L.
DESIGNED BY: S.F.L.
1/24/2014 ISSUED FOR CLIP
1/24/2014 ISSUED FOR F.A.R. CALCULATIONS
1/24/2014 ISSUED FOR CLIP



PROPOSED 180 PARKING
FRONT 20 18-COMPLIANT + 12-USABLE
REAR 17-COMPLIANT
TOTAL 37 USABLE SPACES
TOTAL 10 OF WHICH 25 ARE COMPLIANT
151 SPACES
REQUIRED 20' FRONT SETBACK
REQUIRED 10' SIDE SETBACK
O'BRIEN DRIVE
REQUIRED 20' FRONT SETBACK
REQUIRED 10' SIDE SETBACK
O'BRIEN DRIVE

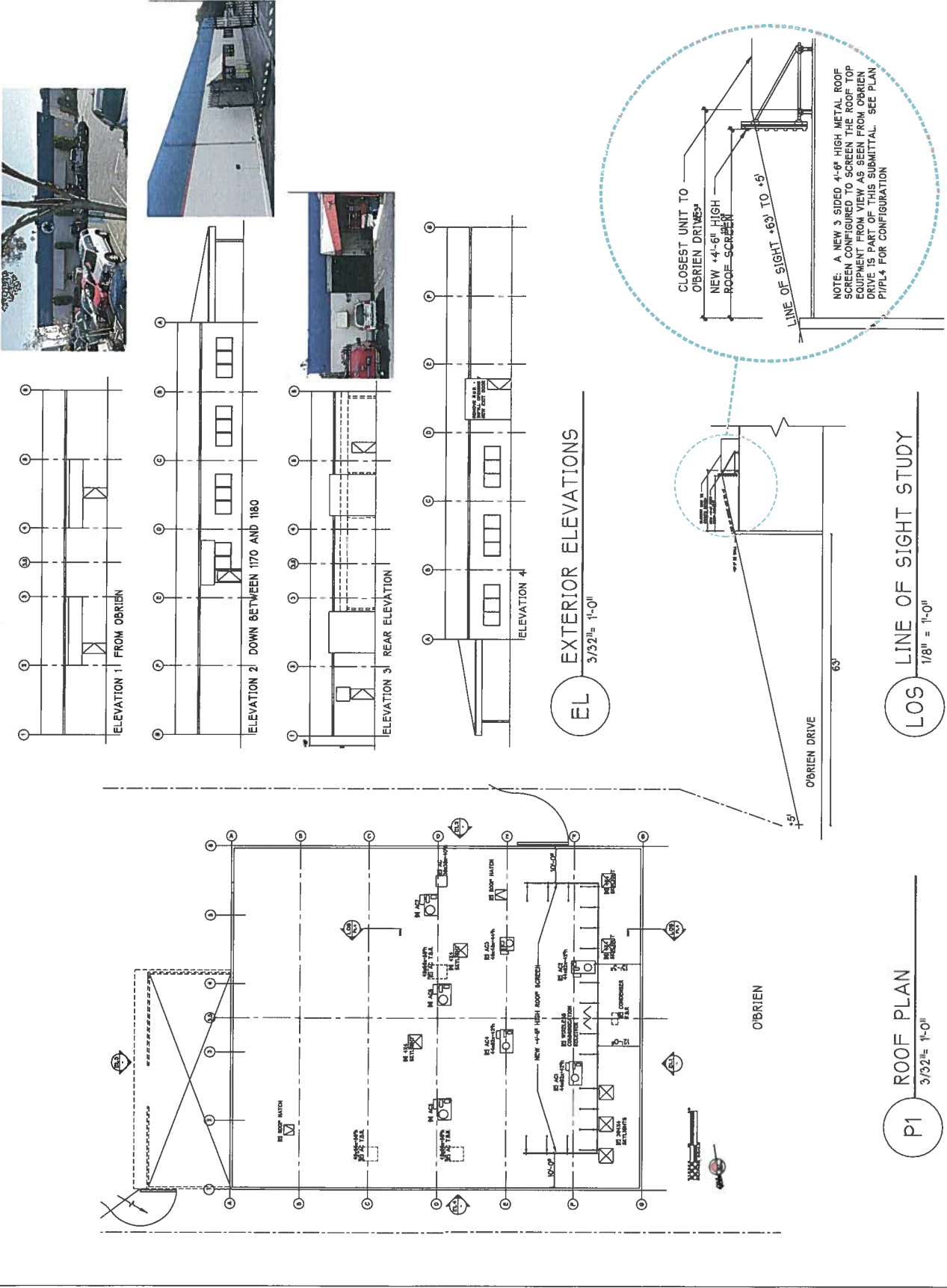
P2 PROPOSED GROUND FLOOR AND SITE PLAN
PER GRAPHIC SCALE



EXISTING 180 PARKING
FRONT 20 18-COMPLIANT + 12-USABLE
REAR 2 (COMPLIANT)
TOTAL 22 EXISTING
151 SPACES
REQUIRED 20' FRONT SETBACK
REQUIRED 10' SIDE SETBACK
O'BRIEN DRIVE
REQUIRED 20' FRONT SETBACK
REQUIRED 10' SIDE SETBACK
O'BRIEN DRIVE

P1 EXISTING GROUND FLOOR AND SITE PLAN
PER GRAPHIC SCALE

B4



BS



**WESTERN
ALLIED**
MECHANICAL, INC

1180 O'Brien Drive • Menlo Park, CA
650-326-0750 • www.westernallied.com

Licence No.826782

December 1, 2014

City of Menlo Park
Community Development Department
Planning Division
701 Laurel Street
Menlo Park, CA 94025

Project: 1180 O'Brien Drive – Tenant Improvements

Subject: Project Summary

DESCRIPTION:

Western Allied Mechanical, a mechanical engineering contractor serving the construction and building service market, is proposing to convert interior warehouse space into additional office space.

Our business has continued to expand and evolve. More functional office space is now required for our current staff of project managers, engineers, computer modeling detailers, service engineers and project administrators. We also need a conference room, a break room, and upgraded restrooms. Our projects are increasingly becoming more complex serving the energy, technology, university and biomedical markets. The commercial construction market uses the latest technology which demands upgraded and modernized workspace for our current staff. This proposed expansion of office space is primarily driven by the need to provide larger work stations that use current technologies and for additional meeting spaces to better accommodate our work process.

1180 O'Brien Drive currently has more warehouse space than we need including a structurally deficient warehouse mezzanine. We are proposing to convert approximately half of this approx. 8,400sf warehouse space into approx. 4,000sf of additional office space and replace the storage mezzanine.

HISTORY OF BUSINESS IN MENLO PARK:

1180 O'Brien Drive is a concrete tilt-up building with a footprint of 11,780sf built in 1970. Western Allied has occupied this building since 1975.

For 23 years, we operated only out of 1180 O'Brien Drive with approx. 7,000sf of office space, including occupied mezzanine, and approx. 6,500sf of sheet metal fabrication shop. In 1998, we began utilizing a small storage space located down the street at 20 Kelly Court. In 2005, we moved into the adjacent 1170 O'Brien Drive and remodeled it for additional office space and our piping fabrication shop. In 2012, we moved both our sheet metal and pipe fabrication shops across the street to 1 Casey Court, which offered larger interior shop space and increased yard and exterior storage space. In 2013, we remodeled the old pipe shop and small warehouse at 1170 O'Brien Drive into office space. 1180 O'Brien Drive remains our headquarter building.



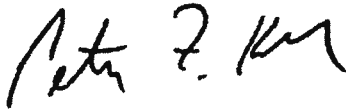
PARKING:

This project will make improvements to the site's parking per Menlo Park's current parking ordinance.

The property currently has **22** existing usable parking spaces of which **12** are non-compliant. We are proposing to remove the existing outside covered storage in the rear of the property and restripe this area to dedicate it for **15** new full size compliant parking spaces. This would increase the total number of parking spaces to **37** usable spaces of which **25** would be compliant, and **12** non-compliant. The usable but non-compliant spaces that we have been successfully using over the years are the 9 spaces closest to O'Brien - non-compliant as they are within the required street side parking 5 foot setback, and the 3 spaces at the left front of the building - non-compliant as at 8' wide they do not meet the minimal Menlo Park requirement of 8'-6"x16'-6".

The **37** proposed parking spaces, while less than the required **50** (49.39) spaces required by the current Menlo Park parking guidelines, are more than adequate for our business needs. It is important to note that even with the rear yard at 1180 O'Brien Drive currently used for storage, we have no employees working at 1170 and 1180 O'Brien Drive and 1 Casey Court parking on the streets.

Sincerely,



Peter F. Kelly, P.E.
Vice President



BELOW MARKET RATE HOUSING IN LIEU FEE AGREEMENT

This Below Market Rate Housing In Lieu Fee Agreement ("Agreement") is made as of this ____ day of _____, 2014 by and between the City of Menlo Park, a California municipality ("City") and Western Allied Mechanical, Inc., a California Corporation ("Applicant"), with respect to the following:

RECITALS

- A. Applicant leases a building, located at that certain real property in the City of Menlo Park, County of San Mateo, State of California, consisting of approximately, 37,000 square feet, more particularly described as Assessor's Parcel Number: 055-434-070 ("Property"), more commonly known as 1180 O'Brien Drive, Menlo Park.
- B. The Property currently contains one building containing a combination of manufacturing, warehouse, and office spaces. The existing gross floor area of the existing building is approximately 14,815 square feet.
- C. Applicant proposes to convert approximately 1,895 square feet of the building from warehouse to office use, remove an approximately 675 square foot portion of the existing mezzanine, add an additional 485 square foot storage mezzanine, and restripe the parking lot to increase the amount of usable parking on site. Applicant has applied to the City for a use permit to increase the office square footage within the building ("Project").
- D. Applicant is required to comply with Chapter 16.96 of City's Municipal Code ("BMR Ordinance") and with the Below Market Rate Housing Program Guidelines ("Guidelines") adopted by the City Council to implement the BMR Ordinance. In order to process its application, the BMR Ordinance requires Applicant to submit a Below Market Rate Housing Agreement. This Agreement is intended to satisfy that requirement. Approval of a Below Market Rate Housing Agreement is a condition precedent to the approval of the applications and the issuance of a building permit for the Project.
- E. Residential use of the Property is not allowed by the applicable zoning regulations. Applicant does not own any sites in the City that are available and feasible for construction of sufficient below market rate residential housing units to satisfy the requirements of the BMR Ordinance. Based on these facts, the City has found that development of such units off-site in accordance with the requirements of the BMR Ordinance and Guidelines is not feasible.
- F. Applicant, therefore, is required to pay an in lieu fee as provided for in this Agreement. Applicant is willing to pay the in lieu fee on the terms set forth in

this Agreement, which the City has found are consistent with the BMR Ordinance and Guidelines.

NOW, THEREFORE, the parties agree as follows:

1. If Applicant elects to proceed with the Project, Applicant shall pay the in lieu fee as provided for in the BMR Ordinance and Guidelines. Notwithstanding the proceeding, nothing in this Agreement shall obligate Applicant to proceed with the Project. The applicable in lieu fee is that which is in effect on the date the payment is made. The in lieu fee will be calculated as set forth in the table below; however, the applicable fee for the Project will be based upon the amount of square footage within Group A and Group B at the time of payment. The estimated in lieu fee is provided below.

	Use Group	Fee/SF	Square Feet	Component Fees
Existing Building - Office Areas	A-Office/R&D	\$15.19	8,106	(\$123,130.14)
Existing Building - Non-Office Areas	B- Non-Office	\$8.24	6,900	(\$56,856.00)
Proposed Building- Office Areas	A-Office/R&D	\$15.19	10,001	\$151,915.19
Proposed Building- Non-Office Areas	B- Non-Office	\$8.24	4,815	\$39,675.60
Total Estimated In Lieu Fee				\$11,604.65

2. If the Applicant elects to proceed with the Project, the Applicant shall pay the in lieu fee before the City issues a building permit for the Project. The in lieu fee may be paid at any time after approval of this Agreement by the Planning Commission. If for any reason, a building permit is not issued within a reasonable time after Applicant's payment of the in lieu fee, upon request by Applicant, City shall promptly refund the in lieu fee, without interest, in which case the building permit shall not be issued until payment of the in lieu fee is again made at the rate applicable at the time of payment.
3. This Agreement shall be binding on and inure to the benefit of the parties hereto and their successors and assigns. Each party may assign this Agreement, subject to the reasonable consent of the other party, and the assignment must be in writing.
4. If any legal action is commenced to interpret or enforce this Agreement or to collect damages as a result of any breach of this Agreement, the prevailing

party shall be entitled to recover all reasonable attorney's fees and costs incurred in such action from the other party.

5. This Agreement shall be governed by and construed in accordance with the laws of the State of California and the venue for any action shall be the County of San Mateo.
6. The terms of this Agreement may not be modified or amended except by an instrument in writing executed by all of the parties hereto.
7. This Agreement supersedes any prior agreements, negotiations, and communications, oral or written, and contains the entire agreement between the parties as to the subject matter hereof.
8. Any and all obligations or responsibilities of Applicant under this Agreement shall terminate upon the payment of the required fee.
9. To the extent there is any conflict between the terms and provisions of the Guidelines and the terms and provisions of this Agreement, the terms and provisions of this Agreement shall prevail.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

CITY OF MENLO PARK

Western Allied Mechanical, Inc.

By: _____
City Manager

By: _____
Peter F. Kelley
Western Allied Mechanical



MEMORANDUM

DATE: December 15, 2014

TO: Planning Commission

FROM: Thomas Rogers, Senior Planner
Community Development Department

RE: **Agenda Item E1: Review of Draft 2015-2020 Five-Year Capital Improvement Plan**

The City Manager's Office is seeking input from each of the Commissions on the draft Capital Improvement Plan (CIP). This process is separate from the Planning Commission's annual review of the CIP for conformance with the General Plan, which occurs in the spring, prior to adoption of the annual budget.

As noted in the City Manager's transmittal memorandum (Attachment A), a number of evaluation criteria have been used to prioritize CIP projects. The City Manager's Office requests that the Planning Commission evaluate the CIP (Attachment B) using the following questions:

- 1) Are there projects missing that meet the CIP project evaluation criteria?
- 2) Is the prioritization of the projects (within the Commission's area of interest) appropriate? If not, what would the Commission suggest as prioritization?
- 3) Are the projects, as shown, consistent with community needs based on Commission outreach to community members? If not, why not?

The City Manager's Office requests that the Commissions formulate one set of comments that will represent the Commission's input as a group rather than ideas of individual Commissioners. This can be accomplished through a formal motion and vote or Commission consensus.

The Planning Commission should note that the draft CIP currently describes a number of comprehensive planning projects that would follow from the in-progress General Plan Update (for example, a Comprehensive Zoning Ordinance Update would be a key tool for implementing the General Plan). These follow-up projects are

currently shown in the Non-Funded Project Requests section, but Planning staff expects revisions to list some in the later years of the five-year project list, based on the progress of the General Plan Update so far.

ATTACHMENTS

A. Request for Input Memo

B. Draft Five-Year Capital Improvement Plan 2015-2020

V:\STAFFRPT\PC\2014\121514 - CIP.doc



Office of the City Manager

Date: December 2, 2014

To: Commission Members

From: Alex D. McIntyre, City Manager

Subject: Request for Input to the Proposed 2015-2020 Capital Improvement Plan (CIP)

As a part of the annual budget development process, the City updates its Five-Year Capital Improvement Plan (CIP). The proposed Plan represents staff's initial recommendations for short- and long-range public investment in infrastructure development, maintenance, improvement and acquisition. The CIP provides a link between the City's Infrastructure Master Plan, various master planning documents, and various budgets and funding sources, and provides a means for planning, scheduling, funding and implementing capital and comprehensive planning projects over the next five years. Typically, a capital project is defined as a project costing more than \$25,000.

Annual updating of the CIP is an integral part of the City's open and transparent budget process. Public input is important and is accomplished by publishing the draft CIP on the City's website and through review and input by the City's seven Commissions. Community members may also comment on the proposed CIP during the Council meeting held in the spring as a part of the budget process. The draft CIP is scheduled to be presented to the City Council for their initial review in March 2015. The final CIP will be approved by Council with the Budget adoption in June 2015.

Projects included in the proposed CIP were suggested by the City's Commissions, Council and staff and are prioritized according to evaluation criteria that include (but are not limited to):

- public health and safety/risk exposure;
- protection of existing infrastructure;
- economic development and redevelopment;
- impacts on operating budgets;
- external requirements (such as state and county regulations and mandates);
- population served;
- community/Commission support;

- cost benefit;
- relationship to adopted plans;
- availability of financing; and
- staff capacity to deliver the project.

Projects not ranked high enough to be prioritized into the plan are recorded in an index attached to the CIP to keep suggested but unfunded projects available for future consideration.

This year, staff capacity has been a serious limiting factor to the Plan's implementation. The Public Work's Engineering Capital Improvement Projects (CIP) Team has been impacted by the vacancy of two positions (Engineering Services Manager and Senior Civil Engineer) which comprises about 50% of the team (and well over 50% of the capacity). This has affected the CIP schedules for many of the City's projects. We are in the process of filling these positions and are struggling to attract the talent needed to execute on such a Plan. It should be noted that these positions function as high-level project managers who work with contract engineering firms for design and construction of projects. We are hopeful of having these positions filled in 2015.

The Proposed CIP

The proposed CIP organizes the projects by year and is sorted by category and by funding source. Projects proposed for the upcoming fiscal year (July 1, 2015 - June 30, 2016) include more detailed descriptions. These are the projects that Council will consider for approval at their March meeting.

Commissioners are asked to evaluate the proposed CIP using the following questions:

- Are there projects missing that meet the CIP project evaluation criteria above?
- Is the prioritization of the projects (within the Commission's area of interest) appropriate? If not, what would the Commission suggest as prioritization?
- Are the projects, as shown, consistent with community needs based on Commission outreach to community members? If not, why not?

We urge you to schedule responses to these questions for your Commission's upcoming meeting. Responses need to be submitted by Monday, February 2, 2015, for inclusion in the staff report which will be presented to Council that includes the Commission's consensus input as approved at a meeting.

Thank you, as always, for your valuable support of the Council's efforts to meet their goals of responsible fiscal management of the City's resources and infrastructure.

CITY OF MENLO PARK

FIVE-YEAR

CAPITAL IMPROVEMENT PLAN

FY 2015-20

DRAFT



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INTRODUCTION

This 5-year Capital Improvement Plan (CIP) for the City of Menlo Park is the community's plan for short and long-range development, maintenance, improvement and acquisition of infrastructure assets to benefit the City's residents, businesses, property owners and visitors. It provides a linkage between the City's General Plan, various master planning documents and budget, and provides a means for planning, scheduling and implementing capital and comprehensive planning projects over the next 5 years (through FY 2019/20).

This is the sixth year of the new CIP, which provides a long-term approach for prioritizing and selecting new projects in the City. Although the plan document is updated annually, it allows the reader to review projects planned over the full 5-year timeframe, and provides an overview of works in progress. The CIP is intended to incorporate the City's investments in infrastructure development and maintenance (i.e. capital improvements) with other significant capital expenditures that add to or strategically invest in the City's inventory of assets. Studies and capital expenditures of less than \$25,000 are not included in the CIP.

Procedures for Developing Five-Year Capital Improvement Plan

The procedures for developing the five-year CIP aim to enhance the City's forecasting, project evaluation and community engagement processes by creating a resource "toolbox" to be used throughout the decision-making process. It is not intended to limit the City's ability to adjust its programs, services and planned projects as unexpected needs, opportunities or impacts arise. With this in mind, the Council, City Manager, CIP Committee and other participants will need to observe these procedures and draw upon a variety of resources in order to effectively update and administer the plan.

Procedures for Submitting and Amending Projects

Department managers initiate requests for new projects or purchases, and modifications to or reprioritization of existing projects. Initiating requests are accomplished by sending completed request form(s) and supporting information to the City Manager within the timeframes established by the Finance Department for annual budget preparation.

Request forms include estimated costs, benefits, risks associated with not completing the project/purchase, funding source(s), availability of funds, estimated timeframe for completing the project/purchase, and any anticipated impacts to previously approved projects.

Evaluation and Preliminary Ranking by Committee

The CIP Committee performs the initial evaluation and ranking of proposed projects. Committee members consist of the City Manager or his/her designee; the Directors of Community Development, Community Services, Finance and Public Works; the Maintenance and Engineering Division Managers and any other staff, as designated by the City Manager. The Committee meets as needed, but not less than once each calendar year.

The Committee furnishes copies of its preliminary project rankings to all Department Managers prior to review by City Commissions and approval by the City Council.

Community Input

Annual updating of the City's 5-year CIP is an integral part of the budget process. Early development of the CIP provides time for adequate review by the City's various commissions prior to Council consideration and incorporation into the annual budget. The draft CIP is posted to the City's website to encourage public input during this review process. The public also has opportunities to comment on the plan through the review processes of the various commissions and during the public hearing held prior to the adoption of the plan by the City Council.

Prioritization Criteria

Projects are prioritized in accordance with evaluation criteria which include, but are not limited to, the following:

- Public Health and Safety/Risk Exposure
- Protection of Infrastructure
- Economic Development
- Impacts on Operating Budgets
- External Requirements
- Population Served
- Community/Commission Support
- Relationship to Adopted Plans
- Cost/Benefit
- Availability of Financing
- Capacity to Deliver/Impacts to Other Projects

Projects that are not ranked high enough to be prioritized for this 5-year plan are recorded in an ongoing index of non-funded projects attached to the CIP. Indexing extends back a minimum of 4 years from the current fiscal year.

Funding Plans for Five-Year CIP

Once each year, the Council adopts an updated 5-year CIP that includes all prioritized short and long-term projects. Each year, the proposed CIP is published for public review prior to a Public Hearing where the City Council will receive public comments and discuss the plan. Following the Public Hearing the City Council will modify and/or adopt the CIP.

Project Development and Selection Process

The projects proposed in this 5-Year CIP were derived from a variety of sources, including but not limited to, recommendations from the City's Infrastructure Management Study (2007), Master Plans, City Council Goals, Regulatory Obligations, the Climate Action Plan (2009), and the 2009-2014

Redevelopment Implementation Plan (2009). Projects were analyzed and ranked by Department Heads and staff during the development of the draft plan.

Although not typically included as capital improvements, studies estimated to cost over \$25,000 are included in the CIP. Capital expenditures amounting to less than \$25,000 are not included in the CIP. Budget information relating to studies and capital expenditures of less than \$25,000 are included in the City Manager's Recommended Operating Budget, utilizing appropriate operating funds.

This 5-Year CIP includes 24 new projects recommended for implementation commencing in FY 2015/16 and 59 additional projects recommended for funding in future fiscal years. Other proposed projects that are not currently recommended are incorporated into the index of non-funded projects in Appendix E. The index also includes projects for which grant funding is being sought but has not yet been awarded.

Proposed Projects

Several of the proposed projects in this CIP address ongoing infrastructure or facility maintenance needs and are programmed on an annual, bi-annual or periodic basis. Examples include street resurfacing and the sidewalk repair program.

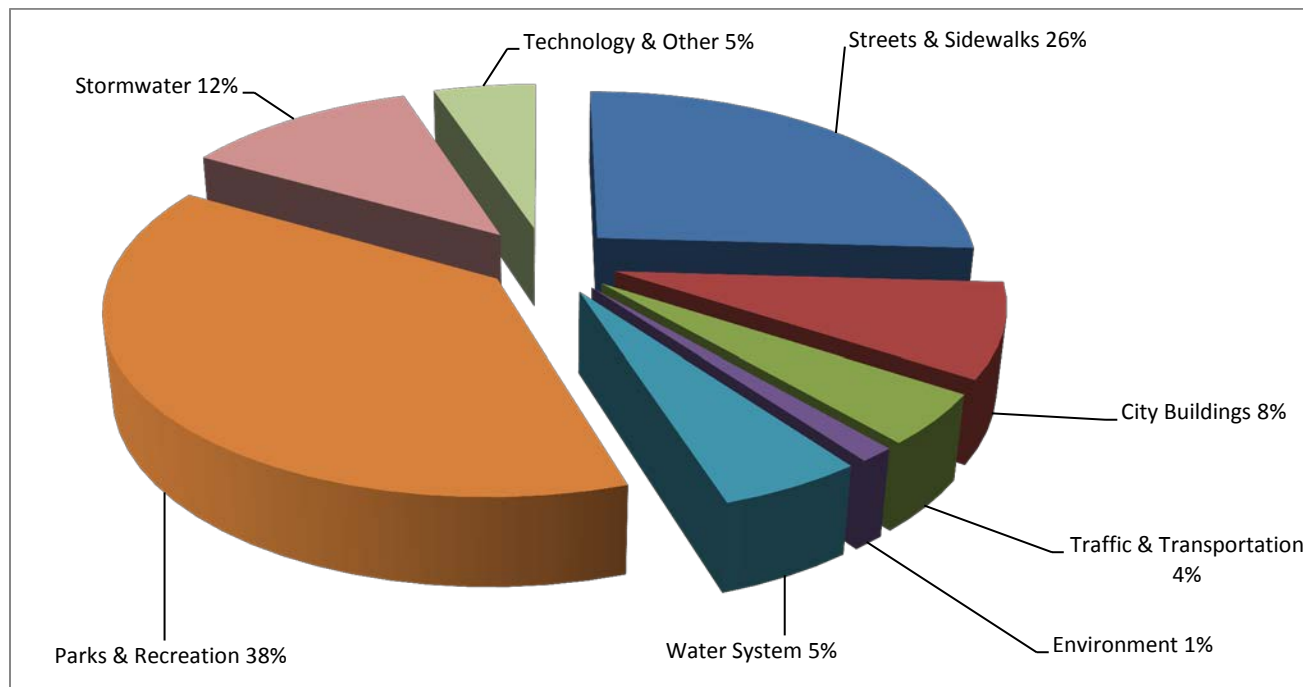
New capital projects and projects involving maintenance of current infrastructure are listed in Appendix B. Proposed projects for FY 2015/16 are listed and described in detail in Appendix C. Projects approved in prior fiscal years that have not yet been completed are listed in Appendix A.

Table 1 lists total funding levels for project categories proposed for FY 2015/16 with corresponding percentages of the total funding. Figure 1 graphically presents the percentages of total funding for each category.

Table 1 - Proposed Project Funding Levels for FY 2015/16 by Category

Project Category	FY 2015/16 Funding	Percent of Total CIP FY 2015/16
Streets & Sidewalks	1,015,000	26%
City Buildings	325,000	8%
Traffic & Transportation	175,000	4%
Environment	50,000	1%
Water System	200,000	5%
Parks & Recreation	1,495,000	38%
Stormwater	455,000	12%
Technology & Other	200,000	5%
TOTALS	\$3,915,000	100.00%

Figure 1 – FY 2015/16 Proposed Projects by Category



Project Funding Sources

The proposed FY 2015-20 CIP coordinates physical improvements with financial planning, allowing maximum benefits from available funding sources. The Plan relies on funding from various sources, largely retained in the Capital and Special Revenue funds, with uses that are usually restricted for specific purposes. Although an annual transfer from the General Fund to the City's General CIP Fund (approximately \$2.6 million) is part of the City's operating budget, this funding is intended solely for maintaining *existing* infrastructure in its current condition. The restricted funding sources shown in Table 2 on the following page comprise the City's major project funding sources.

General Plan Consistency

The FY 2015/16 projects listed in this Five-Year CIP will be presented to the Planning Commission during a Public Hearing prior to forwarding the plan to the City Council. The Planning Commission must review the CIP in order to adopt a finding that it is consistent with the City's General Plan.

Environmental Review

The development of this 5-year plan is not a project, as defined in the California Environmental Quality Act (CEQA), and an environmental review is not required for its adoption. Individual projects listed herein may be subject to CEQA. Environmental reviews will be conducted at the appropriate times during implementation of those projects.

Table 2 – Funding Sources

Funding Sources	Uses	Primary Source Of Funds
Bedwell/Bayfront Park Maintenance/Operations	Park maintenance	Interest earned on sinking fund.
Construction Impact Fee	Street resurfacing	Fee charged for property development based on construction value
Downtown Parking Permit	Parking lot maintenance and improvements	Annual and daily fees from permits issued to merchants for employee and customer parking
General CIP Fund	Capital Projects	Funding for on-going maintenance of current infrastructure is provided annually by the General Fund
Highway Users Tax	Street resurfacing, sidewalks	State Gasoline Taxes
Library Bond Fund (1990)	Library capital improvements	Bond issuance proceeds and interest earned
Bedwell/Bayfront Park Landfill	Landfill post-closure maintenance and repairs	Surcharge on solid waste collection fees paid by customers
Measure A	Street resurfacing, bicycle lanes, Safe Routes to Schools	½ cent Countywide sales tax
Measure T Bond	Recreation facilities, park improvements	2006 and 2009 bond proceeds and accumulated interest
Recreation In-lieu Fee	Recreation facilities, park and streetscape improvements	Fee charged for residential property development based on number of units and market value of land
Public Library Fund	Library projects and programs.	State grants
Sidewalk Assessment	Sidewalk repairs	Annual property tax assessment, per parcel
Solid Waste Service Fund	Solid Waste Management and Recycling Programs and Projects	Solid waste rates charged to residential and commercial accounts
Storm Drainage Connection Fees	Storm drainage capacity improvements	Fee charged for property development per lot, per unit, or per square foot of impervious area
Transportation Impact Fee (replaces Traffic Impact Fee)	Intersection improvements, sidewalks, traffic signals, traffic calming, bicycle circulation, transit systems	Fee charged for property development at per unit or per square foot rates
Water Fund – Capital	Water distribution and storage	Surcharge per unit of water sold

Appendix A

Project Schedules

Page 9

Project Name	2014												2015												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Street Resurfacing 2015-16																									
Sand Hill Road Signal Modification Project																									
Community Zero Waste Policy Draft																									
Requirement for Pharmacy to Take back Pharmaceuticals Draft Ord.																									
Bedwell Bayfront Park Electrical Panel Upgrade																									
Belle Haven Pool Deck Lighting																									
Measure T Funds Evaluation/Project Ranking																									
Nealon Park Sports Field Sod and Irrigation System Replacement																									
Relocation of Dog Park at Nealon Park																									
Tennis Court Electronic Key Upgrade																									
Willow Oaks Dog Park																									
Willow Place Bridge Abutment Repairs																									
Cost of Service/Fee Study																									
Belle Haven Child Development Center Flooring Replacement																									
City Buildings (Minor) 2014-15																									
Fire Plans and Equipment Replacement																									
Retractable Lights Installation Gym																									
Implement Strategic Plan to Improve Public Area Trash and Recycling Citywide																									
Park Improvements (Minor) 2014-15																									
Playground Equipment Assessment & Replacement																									
Willow Oaks Dog Park Renovation																									
Overnight Parking App																									
Belle Haven and Burgess Pool VFD Upgrades																									
Storm Drain Improvements 2014-15																									
Street Resurfacing Project Construction 2013-14 (FED. AID)																									
Sharon Heights Pump Station Design and Construction																									
Water Main Replacement Design and Construction Project 2012-13																									
VA/Willow Road Traffic Signal Project																									
Administration Building Emergency Generator																									
Automated Library Materials Return Area Renovation																									
Administration & Library Chillers																									
Building Solar Panels																									
Electrical Vehicle Chargers																									
Sidewalk Repair Program 2014-15																									
Street Resurfacing 2014-15																									
Willow Road Signal Interconnect																									
Willow Road Improvements at Newbridge and Bayfront Expressway																									
Reservoir Re-roofing																									
Water Conservations Upgrade for City Facilities																									
Sustainable/Green Building Standards	On-Hold (Delayed to work on PACE Program)																								
Storm Drain Improvements 2013-14	On-Hold																								
Santa Cruz Avenue Sidewalks Improvements Design and Construction																									
Sidewalk Master Plan Implementation	On-Hold																								
Parking Plaza 7 Renovation Design and Construction	On-Hold																								
Improved Infrastructure for the Delivery of Electronics Library Services-Study Website			On-Hold (TBD)																						
Technology Master Plan and Implementation (Permits Scanning, Financial System)	On-Hold (TBD)																								
Reservoirs #1 and #2 Mixers																									
City Administration Space Remodel/ Admin Carpet																									
Facility Energy Retrofit																									
Council Chambers Audio/Video, Mics and Voting Equipment																									
Library Space Needs Study																									

Appendix B

Capital Improvement Plan Summary

5 YEAR PLAN SUMMARY

Page 11

Category	Funding Source	Projected					TOTAL
		2015-16	2016-17	2017-18	2018-19	2019-20	

Streets & Sidewalks							
Civic Center Sidewalk Replacement and Irrigation System Upgrades	General Fund	-	-	-	400,000	-	400,000
Downtown Parking Utility Underground	Downtown Parking/Rule 20A	-	4,150,000	-	-	-	4,150,000
Downtown Streetscape Improvement Project (Specific Plan)	General Fund	115,000	165,000	110,000	-	-	390,000
El Camino Real Median and Side Trees Irrigation System Upgrade	General Fund	-	-	85,000	-	-	85,000
Parking Plaza 7 Renovations	Downtown Parking	-	-	-	200,000	-	200,000
Sidewalk Repair Program	General Fund/Sidewalk Assessment	300,000	300,000	300,000	300,000	300,000	1,500,000
Street Resurfacing	Highway Users Tax/Construction Impact Fees	600,000	5,500,000	600,000	6,000,000	-	12,700,000
TOTAL		1,015,000	10,115,000	1,095,000	6,900,000	300,000	19,425,000

City Buildings							
Administration Building Conference Room Furniture Replacement	General Fund	-	-	-	200,000	-	200,000
Belle Haven Youth Center Improvements	General Fund	-	-	150,000	-	-	150,000
City Buildings (Minor)	General Fund	325,000	325,000	350,000	350,000	350,000	1,700,000
City Council Chambers Landscaping	General Fund	-	-	-	-	500,000	500,000
Kitchen Upgrade at Onetta Harris Community Center	General Fund	-	-	-	30,000	-	30,000
Library Furniture Replacement	General Fund	-	-	450,000	-	-	450,000
Main Library Interior Wall Fabric Replacement	General Fund	-	150,000	-	-	-	150,000
Menlo Children's Center Carpet Replacement	General Fund	-	-	60,000	-	-	60,000
Police Department Space Use Study	General Fund	-	40,000	-	-	-	40,000
Police Front Office Counter Remodel/Security Upgrade	General Fund	-	-	70,000	-	-	70,000
TOTAL		325,000	515,000	1,080,000	580,000	850,000	3,350,000

Traffic & Transportation							
Caltrain Bike/Ped Undercrossing Design	TIF	-	500,000	-	-	-	500,000
Florence/Marsh and Bay/Marsh Signal Modification	TIF	-	-	345,000	-	-	345,000
High Speed Rail Coordination	General Fund	50,000	50,000	50,000	-	-	150,000
Pedestrian/Bicycle Master Plan Update	General Fund	-	-	-	250,000	-	250,000
Sand Hill Road Signal Modification Project	TIF	125,000	-	-	-	-	125,000
TOTAL		175,000	550,000	395,000	250,000	-	1,370,000

5 YEAR PLAN SUMMARY

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Category	Funding Source	Projected					TOTAL
		2015-16	2016-17	2017-18	2018-19	2019-20	

Environment							
Bedwell Bayfront Park Gas Collection System Repair	Bedwell Landfill	-	-	100,000	-	-	100,000
Bedwell Bayfront Park Leachate Collection System Replacement	Bedwell Landfill	-	1,000,000	-	-	-	1,000,000
Community Zero Waste Policy Draft	Solid Waste	50,000	-	-	-	-	50,000
TOTAL		50,000	1,000,000	100,000	-	-	1,150,000

Water System							
Automated Water Meter Reading	Water	-	150,000	1,200,000	1,200,000	-	2,550,000
Emergency Water Supply Project (2nd Well)	Water	-	-	-	TBD	-	TBD
Sharon Heights Pump Station	Water	200,000	-	-	-	-	200,000
Water Main Replacements	Water	-	300,000	2,200,000	-	-	2,500,000
TOTAL		200,000	450,000	3,400,000	1,200,000	-	5,250,000

Parks & Recreation							
Bedwell Bayfront Park Electrical Panel Upgrade	Bedwell Landfill	100,000	-	-	-	-	100,000
Bedwell-Bayfront Park Master Plan	Rec in Lieu	-	175,000	-	-	-	175,000
Belle Haven Pool Deck Lighting	Rec in Lieu	30,000	-	-	-	-	30,000
Belle Haven Youth Center Playground Replacement	TBD	TBD	-	-	-	-	TBD
Burgess Pool Deck Repairs	General Fund	-	135,000	-	-	-	135,000
Burgess Sports Field	General Fund	-	-	-	250,000	-	250,000
Gate House Fence Replacement	General Fund	-	-	-	220,000	-	220,000
Gate House Landscaping	General Fund	-	-	-	-	470,000	470,000
Jack Lyle Park Restrooms - Construction	Rec in Lieu	40,000	200,000	-	-	-	240,000
La Entrada Baseball Field Renovation	General Fund	-	-	170,000	-	-	170,000
Library Landscaping	Rec in Lieu	200,000	-	-	-	-	200,000
Measure T Funds Evaluation/Project Ranking	Measure T	125,000	-	-	-	-	125,000
Nealon Park Sports Field Sod and Irrigation System Replacement	General Fund	250,000	-	-	-	-	250,000
Park Improvements (Minor)	General Fund	150,000	150,000	170,000	170,000	170,000	810,000
Park Pathways Repairs	General Fund	-	-	-	200,000	-	200,000
Playground Equipment Assesment & Replacement	TBD	TBD					TBD
Relocation of Dog Park at Nealon Park	Rec in Lieu	250,000	-	-	-	-	250,000
Restoration & Resurfacing of La Entrada & Willow Oak Tennis Courts	General Fund/ USTA Grant	-	-	-	-	200,000	200,000
Tennis Court Electronic Key Upgrade	General Fund	100,000	-	-	-	-	100,000
Willow Oaks Dog Park	Rec in Lieu	250,000	-	-	-	-	250,000
TOTAL		1,495,000	660,000	340,000	840,000	840,000	4,175,000

5 YEAR PLAN SUMMARY

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Category	Funding Source	Projected					
		2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL

Stormwater							
Bay Levee Project	General Fund	90,000	90,000	-	-	-	180,000
Chrysler Pump Station Improvements	General Fund/Gas Tax	-	6,200,000	-	-	-	6,200,000
Storm Drain Improvements	General Fund	115,000	115,000	120,000	120,000	125,000	595,000
Trash Capture Device Installation	General Fund	-	60,000	-	-	-	60,000
Willow Place Bridge Abutment Repairs	General Fund	250,000	-	-	-	-	250,000
TOTAL		455,000	6,465,000	120,000	120,000	125,000	7,285,000

Technology & Other							
Cost of Service/Fee Study	General Fund	100,000	-	-	-	-	100,000
Radio Infrastructure Replacement	General Fund	100,000	-	-	-	-	100,000
Technology Master Plan and Implementation	General Fund	TBD	TBD	TBD	TBD	TBD	TBD
TOTAL		200,000	-	-	-	-	200,000

FISCAL YEAR TOTALS		3,915,000	19,755,000	6,530,000	9,890,000	2,115,000	42,205,000
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Appendix C

Funded Projects for FY 2015/16

Funded Capital Projects Summary FY 2015/16

Capital Projects	FY 2015/16 Budget	5-Year Total Budget
Streets & Sidewalks		
Downtown Streetscape Improvement Project (Specific Plan)	115,000	390,000
Sidewalk Repair Program	300,000	1,500,000
Street Resurfacing	600,000	12,700,000
City Buildings		
City Buildings (Minor)	325,000	1,700,000
Traffic & Transportation		
High Speed Rail Coordination	50,000	150,000
Sand Hill Road Signal Modification Project	125,000	125,000
Environment		
Community Zero Waste Policy Draft	50,000	50,000
Water System		
Sharon Heights Pump Station	200,000	200,000
Parks & Recreation		
Bedwell Bayfront Park Electrical Panel Upgrade	100,000	100,000
Belle Haven Pool Deck Lighting	30,000	30,000
Jack Lyle Park Restrooms - Construction	40,000	240,000
Library Landscaping	200,000	200,000
Measure T Funds Evaluation/Project Ranking	125,000	125,000
Nealon Park Sports Field Sod and Irrigation System Replacement	250,000	250,000
Park Improvements (Minor)	150,000	810,000
Relocation of Dog Park at Nealon Park	250,000	250,000
Tennis Court Electronic Key Upgrade	100,000	100,000
Willow Oaks Dog Park	250,000	250,000
Stormwater		
Bay Levee Project	90,000	180,000
Storm Drain Improvements	115,000	595,000
Willow Place Bridge Abutment Repairs	250,000	250,000
Technology & Other		
Cost of Service/Fee Study	100,000	100,000
Radio Infrastructure Replacement	100,000	100,000

STREETS & SIDEWALKS

Downtown Streetscape Improvement Project (Specific Plan)

The project will consist of planning and implementation of improvements in the downtown area per the Specific Plan considering the Chestnut Paseo and Santa Cruz Avenue Sidewalk and the development of new streetscape plans. The project will be comprised of four components which will consist of meeting with Downtown businesses and customers for an early implementation of a pilot sidewalk widening project. The second component will include development of the pilot plans for implementation of other elements of the specific plan. The third component will be the implementation of the pilot plan and the fourth component will be development of a master plan for the downtown area.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund - CIP	115,000	165,000	110,000	-	-	390,000
Sub-total	115,000	165,000	110,000	-	-	390,000

Sidewalk Repair Program

This ongoing project consists of removing hazardous sidewalk offsets and replacing sidewalk sections that have been damaged by City tree roots in order to eliminate trip hazards.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund - CIP	120,000	120,000	120,000	120,000	120,000	600,000
Sidewalk Assessment	180,000	180,000	180,000	180,000	180,000	900,000
Sub-total	300,000	300,000	300,000	300,000	300,000	1,500,000

Funded Projects for FY 2015/16

STREETS & SIDEWALKS

Street Resurfacing

This ongoing project will include the detailed design and selection of streets to be resurfaced throughout the City during Fiscal Year. This project will utilize the City's Pavement Management System (PMS) to assess the condition of existing streets and assist in the selection process.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
Highway Users Tax	200,000	-	200,000	2,500,000	-	2,900,000
Construction Impact Fees	400,000	5,500,000	400,000	3,500,000	-	9,800,000
Sub-total	600,000	5,500,000	600,000	6,000,000	-	12,700,000

CITY BUILDINGS

City Buildings (Minor)

This ongoing project was established in Fiscal Year 2004-05. Projects programmed on an annual basis include minor improvements that extend the useful life of systems and equipment in City Buildings.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund - CIP	325,000	325,000	350,000	350,000	350,000	1,700,000
Sub-total	325,000	325,000	350,000	350,000	350,000	1,700,000

TRAFFIC & TRANSPORTATION

High Speed Rail Coordination

The California High Speed Rail Bay Area to Central Valley route is being planned along the existing Caltrain tracks through the City of Menlo Park. This project involves City staff coordination with the Peninsula Cities Coalition, neighboring jurisdictions, the High Speed Rail Authority and elected officials to protect the City's interests during the planning and implementation stages of the California High Speed Rail project. Funding will be used for technical expertise and consulting support.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund - CIP	50,000	50,000	50,000	-	-	150,000
Sub-total	50,000	50,000	50,000	-	-	150,000

Sand Hill Road Signal Modification Project

This project will upgrade the non-standard traffic and pedestrian signal equipment at Sand Hill/Saga Lane and Sand Hill/Sharon Park Drive to comply with MUTCD standard.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
TIF	125,000	-	-	-	-	125,000
Sub-total	125,000	-	-	-	-	125,000

ENVIRONMENT

Community Zero Waste Policy Draft

This project was identified in the Climate Action Plan's five year strategy approved by Council in July 2011. Landfilled waste emits methane that is twenty time more potent than carbon dioxide emissions that contribute to climate change. A zero waste policy would provide a road map for the city to follow to reduce landfilled waste through less waste generation and recycling. This project would include community engagement and a draft policy for the City Council to consider.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
Solid Waste	50,000	-	-	-	-	50,000
Sub-total	50,000	-	-	-	-	50,000

WATER SYSTEM

Sharon Heights Pump Station

The project consists of installing a new pump station for the Sharon Heights Neighborhood. Project was partially funded in FY 2013-14, funding for FY 2015-16 will be utilized to complete the project.

No Photo Available

FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
Water	200,000	-	-	-	-	200,000
Sub-total	200,000	-	-	-	-	200,000

PARKS & RECREATION

Bedwell-Bayfront Park Electrical Panel Upgrade

Bedwell Bayfront Park is Menlo Park's largest park, and it is the only open space on the Bay. The Bedwell-Bayfront Park on-site restrooms are in need of repair, a temporary portable facility is currently available when the restrooms are in non-working order. There has been on-going problems with the sewer line and toilets, sinks, and flooring are in need of upgrades. The scope of the project will include electrical panel replacement, toilet replacement and sewer connection replacement to improve capacity and efficiency.

No Photo Available

FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
Bedwell Landfill	100,000	-	-	-	-	100,000
Sub-total	100,000	-	-	-	-	100,000

Belle Haven Pool Deck Lighting

This project involves the installation of pool deck lighting for the Belle Haven Pool. Prior to 2013, the Belle Haven Pool was operated seasonally during the summer months. Since the pool operation expansion in April 2013, the Belle Haven Pool has been operating 7 days a week which includes youth after school programming, a youth swim team, a youth water polo program that caters to youths 14 and under, a swim school that teaches water-babies to youths as well as adults with between 115-250 people depending on season and convenient lap swim that is available during the day and evening.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
Rec in Lieu	30,000	-	-	-	-	30,000
Sub-total	30,000	-	-	-	-	30,000

PARKS & RECREATION

Jack Lyle Park Restroom Construction

This project will involve engaging the neighboring community in developing a conceptual design, then constructing restrooms at Jack Lyle Park.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
Rec in Lieu	40,000	200,000	-	-	-	240,000
Sub-total	40,000	200,000	-	-	-	240,000

Library Landscaping

The project consists of replacing the landscaping and irrigation system around the library. The existing landscaping and irrigation system is in need of major upgrades and a portion of the system is over thirty years old.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
Rec In Lieu	200,000	-	-	-	-	200,000
Sub-total	200,000	-	-	-	-	200,000

PARKS & RECREATION

Measure T Funds Evaluation/Project Ranking

This project will consist of community engagement activities to get input from the public in developing priorities for the Measure T fund.

No Photo Available

FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
Measure T	125,000	-	-	-	-	125,000
Sub-total	125,000	-	-	-	-	125,000

Nealon Park Sports Field Sod and Irrigation System Replacement

The project will consist of removing the existing sod, adjusting the irrigation system and installing new sod. The field has had to annually be patched with new sod due to wear which has created irregular grades in the field. The existing field was built in 2002. The project will also add a new water connection to increase the water pressure at Nealon Softball field so that the irrigation system has full coverage.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund	250,000	-	-	-	-	250,000
Sub-total	250,000	-	-	-	-	250,000

PARKS & RECREATION

Park Improvements (Minor)

The project addresses minor improvements to parks, such as repairing fences, irrigation systems, play equipment, resodding portions of fields and adding sand and fiber to play equipment.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund-CIP	150,000	150,000	150,000	170,000	170,000	810,000
Sub-total	150,000	150,000	150,000	170,000	170,000	810,000

Relocation of Dog Park at Nealon Park

This project will consist of re-locating the Nealon Park Dog Park from the baseball field to another area within Nealon Park.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
Rec in Lieu	250,000	-	-	-	-	250,000
Sub-total	250,000	-	-	-	-	250,000

PARKS & RECREATION

Tennis Court Electronic Key Upgrade

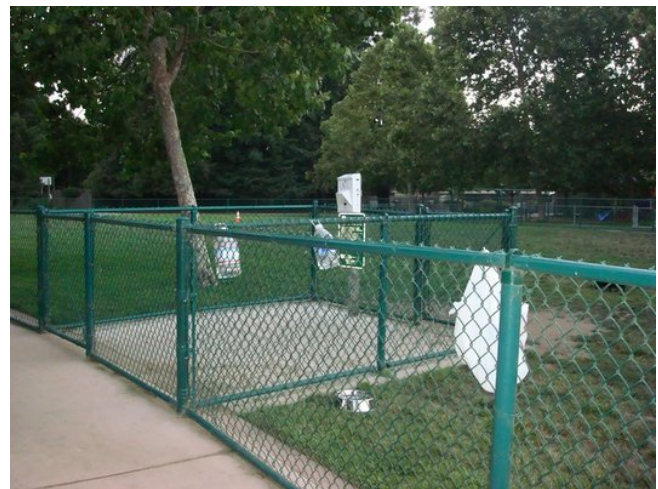
No Photo Available

The Tennis Court Electronic Key Upgrade would include the installation of electronic access to five tennis courts sites: La Entrada, Nealon, Burgess, and Kelly Parks. Currently the tennis court system for entry is done through a traditional key lock/core method. Having electronic key access will allow: (1) completely update how tennis users access tennis courts; (2) reuse keycards instead of changing out keys/cores annually; (3) potentially update pricing structure to make it more user friendly (ie. Day, month, biannual, annual use, or charge per use); (4) discontinue use of the cores which are expensive and which are replaced often use to individuals jamming sticks in the locks; (5) keep track of who has accessed courts (and when) in the event of a disturbance; (6) have users always retain their same keycard that can be updated (as opposed to having users return their keys annually and losing expensive keys in the shuffle).

FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund-CIP	100,000	-	-	-	-	100,000
Sub-total	100,000	-	-	-	-	100,000

Willow Oaks Dog Pak

This project will include a scoping and design phase in FY 2014/15, then construction in FY 2015/16 of upgrades and replacement at the Willow Oaks Dog Park.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
Rec in Lieu Fund	250,000	-	-	-	-	250,000
Sub-total	250,000	-	-	-	-	250,000

STORMWATER

Bay Levee Project

A project team was selected, and project will start this year with Environmental Analysis, and Design. The Project's purposes are to provide evaluation, feasibility, alternatives analysis, design, and environmental documentation for coastal levee improvements that will improve flood protection, restore the ecosystem, and provide recreational opportunities within the project reach. The specific objectives of the Project include: 1) protect properties and infrastructure in the coastal floodplain within East Palo Alto and the City of Menlo Park between San Francisquito Creek and the Redwood City border resulting from a 100-year tide, including projected Sea Level Rise; 2) enhance habitat along the Project reach, particularly habitat for threatened and endangered species; 3) enhance recreational uses; and 4) minimize operational and maintenance requirements.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund – CIP	90,000	90,000	-	-	-	180,000
Sub-total	90,000	90,000	-	-	-	180,000

Storm Drain Improvements

This ongoing project will implement improvements that were identified in the Storm Drain Master Plan.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund – CIP	115,000	115,000	120,000	120,000	125,000	595,000
Sub-total	115,000	115,000	120,000	120,000	125,000	595,000

STORMWATER

Willow Place Bridge Abutments Repairs

This project will repair damages to the bridge abutment from the December 2012 storm event. Initial Study of repairs were completed, and need to move project forward to design and construction.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund – CIP	250,000	-	-	-	-	250,000
Sub-total	250,000	-	-	-	-	250,000

TECHNOLOGY & OTHER

Cost of Service/Fee Study

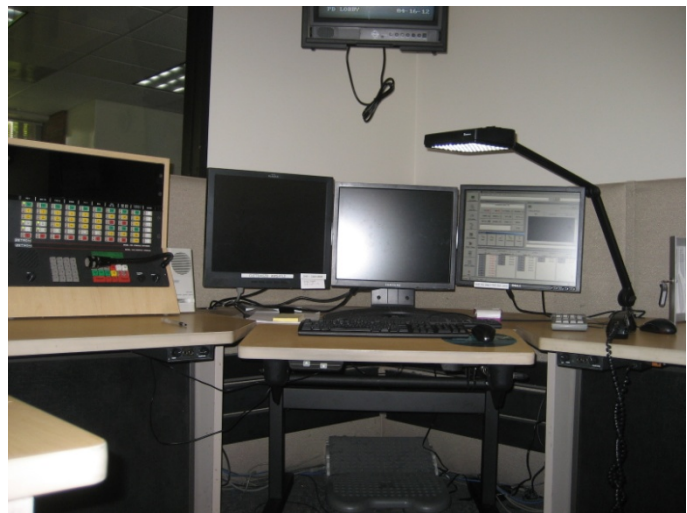
Identifying the cost components of providing services in integral in the establishment of fees and cost recovery rates. A detailed cost study was last completed in 2008 and entailed the development of a cost allocation plan, overhead rate study, labor rate study, and a comprehensive fee and service charge study. The results of these studies led to the development of a cost recovery strategy and guided how fees were set in the Master Fee Schedule. In order for cost recovery levels to be maintained, the underlying studies must be periodically updated. This project will provide for a comprehensive update of the studies that were initially completed in 2008.

No Photo Available

FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund – CIP	100,000	-	-	-	-	100,000
Sub-total	100,000	-	-	-	-	100,000

Radio Infrastructure Replacement

The Dispatch Center utilizes an extensive network of radio equipment which has a useful lifespan of 10 to 15 years. If equipment is not replaced it can malfunction, leading to a loss of communication with police officers in the field. This would lead to an enhanced level of risk to officers and a decrease in service to the community. A multi-year Replacement Schedule was created in 2010 by the County which stipulates equipment to be replaced based on lifespan. All costs to install include labor.



FUNDING SOURCE	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
General Fund – CIP	100,000	-	-	-	-	100,000
Sub-total	100,000	-	-	-	-	100,000

Appendix D

Projects Proposed for FY 2016/17 through FY 2019/20

STREETS & SIDEWALKS

Civic Center Sidewalk Replacement and Irrigation System Upgrades	2018-19	<p>Many areas of the Civic Center sidewalk network have been damaged by tree roots and vehicular traffic, resulting in extensive cracking and uplifts; all of which create tripping hazards to the pedestrians that use the park daily. The proposed project would replace the sidewalk network north of Burgess Field, between the Recreation Center, Administration Building, Council Chambers and Library. Sidewalks would be replaced using thicker paving sections with reinforcing bars where necessary.</p> <p>The existing irrigation around the Civic Center is a patch work due to numerous building replacement/remodel projects have cut into the existing system. This project will upgrade the irrigation system and reduce the number of controllers. The new controllers will be connected to the City's weather station making it more water efficient.</p>
Downtown Parking Utility Underground	2016-17	<p>Utilize PG&E Rule 20A funding to underground overhead utilities in the downtown area. A project study was initiated in FY 2008/09 to investigate the use of Rule 20A funding for undergrounding utilities in the downtown parking plazas, and through recent communication with PG&E, it has been confirmed that this can be done. As a result, the City will begin the process to create an underground utility district in the downtown area, and then design and construction can begin. Alternatively, the project can be funded and managed by PG&E's Rule 20A program which will result in a 3-5 year implementation and a more expensive installation. However, the second option requires no up-front capital expenditure by the City.</p>
El Camino Real Median and Side Trees Irrigation System Upgrades	2017-18	<p>This project will replace the existing irrigation controllers on El Camino Real with a Rain Master Evolution II central irrigation system, which will improve water savings and reduce maintenance costs. The Rain Master irrigation system allows staff to control the system remotely and the system could automatically shut off at times of rain or breaks in the irrigation system.</p>
Parking Plaza 7 Renovation	2018-19	<p>This project consists of construction of needed improvements at Parking Plaza 7 including landscaping, lighting, storm drainage and asphalt pavement rehabilitation. Work will be coordinated with Downtown Parking Utility Underground Project.</p>

CITY BUILDINGS

Administration Building Conference Room Furniture Replacement	2018-19	The existing chairs and tables in the administration building were purchased in 1999 and have started to break down. The project would replace the chairs and tables in the conference rooms and public areas.
Belle Haven Youth Center Improvements	2017-18	The project consists of replacing the floor, ceiling, cabinets and repainting the interior of the Belle Haven Youth Center. The existing interior has worn out.
City Council Chambers Landscaping	2019-20	The existing landscaping around the Council Chambers is the original landscaping installed in the 1970's and needs major updating that will blend into the existing water fall and new landscaping around the civic center.
Kitchen Upgrade at Onetta Harris Community Center	2018-19	The kitchen at the Community Center is used every weekend for rentals. The current kitchen is outdated and does not meet the needs for current renters. The renovation should include new counter tops, cabinets, sink, etc. The Onetta Harris Community Center has seen a significant increase in weekend rentals over the past two years. A renovation of the multi-purpose room kitchen will better meet renter's needs as well as be attractive for potential renters in the future. In addition, with the increase in week day classes, a renovated kitchen may provide the opportunity for increased usage during the week in the form of cooking-related classes.
Library Furniture Replacement	2017-18	The existing furniture in the Library is over 20 years old. The chairs and tables need consistent repairs due the heavy use of the Library. Also, the existing furniture fabric is difficult to clean and remove odors. The project will replace furniture that will make it easier to maintain.
Main Library Interior Wall Fabric Replacement	2016-17	The project will replace the interior wall fabric of the main library. The interior wall finishes of the Library are starting to get worn and the seams are beginning to separate. This was installed in 1991.
Menlo Children's Center Carpet Replacement	2017-18	The project will replace the carpet of the Menlo Children's Center. Due to the extensive use of the facility and the wear and tear of the facility, the carpets will need to be replaced. The existing carpets were installed when the building was remodeled in 2006.
Police Space Study	2016-17	With the impending reorganization of the police department, a space use study is necessary for the police department main floor (basement of City Hall). There is a great deal of wasted office and storage space that may be utilized more efficiently.
Police Front Office Counter Remodel/Security Upgrade	2017-18	Security at the front counter of the police department has been a concern for police records personnel for many years. In 2012, the Belcher report, which was an organizational and operation review of the police department, recommended higher security for the front lobby/counter area along with the perimeter of the entire police department. This project would be a reconstruction of the front counter in the PD lobby and would place ballistic glass between the public and staff. The PD has met with the structural engineer and architect who designed and was the project manager for the renovation of the Redwood City Police Department front lobby. The scope of this work would be similar.

TRAFFIC & TRANSPORTATION

Caltrain Bike/Pedestrian Undercrossing Design	2017-18	This project will design bike and pedestrian undercrossing envisioned under the Caltrain tracks between Ravenswood Avenue and Cambridge Avenue. A study and conceptual designs for an undercrossing were completed as part of the Caltrain Bike/Pedestrian project approved in FY 2007/08. Completion of the planning phase was suspended pending completion of the El Camino Real/Downtown Specific Plan and the High Speed Rail preliminary design.
Florence/Marsh and Bay/Marsh Signal Modification	2018-19	This project will improve the level of service and pedestrian safety at intersections and upgrade non-standard traffic signal equipment to comply with MUTCD standards.
Pedestrian/Bicycle Master Plan Update	2018-19	The current Comprehensive Bicycle Development Plan was completed in January of 2005 and lacks current bicycle treatments to include; green bike lanes and sharrows. Additionally, the existing plan has limited treatments for pedestrians and lacks the City's approved Complete Streets initiatives. This project seeks to update the existing plan to include current treatments and serve as a baseline for Complete Streets treatments.
Sand Hill Road Signal Modification Project	2016-17	This project will upgrade the non-standard traffic and pedestrian signal equipment at Sand Hill/Saga Lane and Sand Hill/Sharon Park Drive to comply with MUTCD standard.

ENVIRONMENT

Bedwell Bayfront Park Gas Collection System Repair	2017-18	This project will address repairs that may be needed as part of routine maintenance to the gas collection system serving the former landfill at Bedwell Bayfront Park. Improvements that could increase methane capture will be implemented, reducing greenhouse gas emissions. This project will be scoped in more detail following completion of the Gas Collection System Improvements Study and Conceptual Design project.
Bedwell Bayfront Leachate Collection System Replacement	2016-17	This project will involve repairs and upgrades to the existing leachate collection system that the City is required to maintain at the former landfill site at Bedwell Bayfront Park.

WATER SYSTEMS

Automated Water Meter Reading	2016-17	This project will involve selecting appropriate technology then installing the initial phase of automated meter reading infrastructure for the Menlo Park Municipal Water District.
Emergency Water Supply	2018-19	This project will involve the first phase of construction of up to three emergency standby wells to provide a secondary water supply to the Menlo Park Municipal Water District's eastern service area. An emergency water supply would be needed in the event of an outage of the SFPUC Hetch Hetchy system. Final project costs will vary depending on land acquisitions costs and the final depth and size of the wells.
Water Main Replacements	2016-17	This recurring project involves replacement and improvements to the Menlo Park Municipal Water District's distribution system. The locations of work are determined through maintenance records and as needed to support other major capital projects such as the emergency water supply project.

PARKS & RECREATION

Bedwell Bayfront Park Master Plan	2016-17	The Master Plan will provide a long-term vision and general development guide for the park and its facilities. The plan will describe how to best protect park resources, provide quality visitor experiences, manage visitor use, and will serve as a blueprint for future park development. The purpose of the Master Plan is to improve the quality of life for the residents of Menlo Park through enhancing the quality of the park and open space system. A task force may be used to gain more extensive citizen input.
Gate House Fence Replacement	2018-19	The existing Gate House Fence along Ravenswood Avenue is failing. The whole fence needs to be replaced to match existing. Due to its intricate details the fence is expensive to replace.
Gate House Landscaping	2019-20	The project will landscape the area around the Gate House and adjacent the MCC. The existing landscaping is the original landscaping installed in the 1970's and needs to be update to reflect the new landscaping in the Civic Center.
La Entrada & Willows Oaks Tennis Courts Restoration & Resurfacing	2019-20	This project includes restoring & resurfacing two tennis courts at La Entrada, four courts at Willow Oaks Park. The project would also include repairing cracks, color coating, and adding Quick-Start lines to all court as well as addition of lighting fixtures at Willow Oaks Park.
Burgess Pool Deck Repairs	2016-17	Pool chemicals are corrosive and erode the cement pool decks making the pool age significantly, impacting aesthetics, and increasing the risk of safety issues from slips and trips. This project would coat the entire 11,600 feet of pool deck surface with protective coating similar to what was used at Belle Haven Pool in 2011. This would ensure a longer life for the decks and avoid the need to replace the cement which would be a significantly higher cost.
Burgess Sport Field	2018-19	The project consists of replacing the existing turf, cleaning the drains and leveling the field. In addition remove a portion of the baseball field infield to increase the turf area to allow a large sports field. The existing field is 15 years old and typical sports field last ten years.
La Entrada Baseball Field Renovation	2017-18	The existing La Entrada baseball field has poor drainage and needs new sod. The project will regrade the outfield and install a drainage system and new irrigation systems and new sod.
Park Pathways Replacement	2016-17	The project consists of replacing damaged pathways at Market Place, Nealon, Sharon, and Stanford Hills Parks.
Relocation of Dog Park at Nealon Park	2017-18	This project will consist of re-locating the Nealon Park Dog Park from the baseball field to another area within Nealon Park.

STORMWATER

Chrysler Pump Station Improvements	2016-17	Improvements will include design and construction of upgrades to the aging equipment (may consist of pumps, motors, electrical system, heaters, fans, flap gates, generator).
Trash Capture Device Installation	2016-17	This project will install trash capture devices during next round of Municipal Regional Permit to reduce the amount of pollutants going into the Bay in anticipation of heightened trash capture device requirements.

Appendix E.1

Non-Funded Project Requests

STREETS & SIDEWALKS

Haven Avenue Security Lighting	Estimated Cost: \$50,000 Source: Staff	The project consists of installing additional street lights along Haven Avenue to improve visibility and security for business along Haven Avenue. Although funded in FY 2011-12, work on this project did not start prior to the dissolution of the RDA.
Kelly Park Sound Wall	Estimated Construction Cost: \$1,300,000 Estimated Design Cost: \$130,000 Source: Staff	The project would install a sound wall approximately 1,000 feet long between Highway 101 and the sports field at Kelly Park. Design of the project would determine the appropriate height, materials, and final location of the sound wall.
Marsh Road Section Median Islands Landscaping	Estimated Cost: \$35,000 Source: Staff	The project will upgrade the landscaping and irrigation system in the median island on Marsh Road between Bohannon Drive and Scott Drive. Marsh Road is a major entrance to the City and the existing landscaping needs to be rejuvenated to fit in with the new landscaping along the commercial properties adjacent to the median islands.
Parking Plaza 3 Renovation Design	Estimated Cost: \$200,000 Source: Staff	This project involves the redesign of Parking Plaza 3 to include safer vehicular access, improved lighting, improved stormwater treatment and rehabilitation of the existing asphalt. This project is part of the standard cycle of parking plaza renovations. This project will be coordinated with the Downtown Specific Plan prior to any improvements to the Parking Plaza.
Parking Management Plan	Estimated Cost: TBD Source: Council	The project will evaluate parking impacts of the Chestnut Paseo and Market Place. This project will establish an advisory task force for downtown parking issues comprised of one council member, one transportation commission member chamber of commerce, business owner and a property owner.
Parking Plaza 8 Renovation	Estimated Cost: \$250,000 Source: Staff	This project consists of design of needed improvements at Parking Plaza 8 including landscaping, lighting, storm drainage and asphalt pavement rehabilitation. Work will be coordinated with Downtown Parking Utility Underground Project.
Sidewalk Master Plan Implementation	Estimated Cost : TBD Source: Staff	This project will involve constructing new sidewalks in areas with priority needs as identified in the Sidewalk Master Plan. Resident surveys will be conducted at high priority locations to assess the level of support prior to selecting specific sites.
Streetscape – Haven Avenue	Estimated Cost: \$550,000 Source: Staff	This project will involve conceptual design, engineering and construction of street resurfacing work, and will potentially involve landscaping, lighting or other improvements along Haven Avenue. This project is partially grant-funded, using matching funds from the development projects on Haven Avenue.

STREETS & SIDEWALKS

Parking Plaza 3 Renovation Design	Estimated Cost: \$200,000 Source: Staff	This project involves the redesign of Parking Plaza 3 to include safer vehicular access, improved lighting, improved stormwater treatment and rehabilitation of the existing asphalt. This project is part of the standard cycle of parking plaza renovations. This project will be coordinated with the Downtown Specific Plan prior to any improvements to the Parking Plaza.
Parking Plaza 8 Renovation	Estimated Cost: \$250,000 Source: Staff	This project consists of design of needed improvements at Parking Plaza 8 including landscaping, lighting, storm drainage and asphalt pavement rehabilitation. Work will be coordinated with Downtown Parking Utility Underground Project.
Streetscape – O’Brien Drive	Estimated Cost: \$525,000 Source: Staff	This project will involve construction of street resurfacing work, and will potentially involve landscaping, lighting or other improvements along O'Brien Drive. A public outreach process will be conducted to identify needed improvements. Although this project was funded with RDA funds (\$25,000) in FY 2010-11, (\$100,000) in FY 2011-12 and additional funding (\$400,000) was planned for FY 2013-14, work in this project did not start prior to the dissolution of the RDA.
Streetscape – Overall RDA Resurfacing and Improvements	Estimated Cost: \$2,000,000 Source: Staff	This project will involve conceptual design, engineering and construction of street resurfacing work, and will potentially involve landscaping, lighting or other improvements along various streets throughout the Redevelopment Area.
Streetscape – Pierce Road	Estimated Cost: \$500,000 Source: Staff	This project will involve conceptual design, engineering and construction of street resurfacing work, and will potentially involve landscaping, lighting or other improvements along Pierce Road.
Underground Overhead Lines	Estimated Cost: TBD Source: Planning Commission	Establish and make an initial deposit for a utility (overhead electric and communication lines) underground fund throughout the City. The project could be considered if a Community Character Element is prepared as part of the General Plan Update.
Streetscape – Willow Road	Estimated Cost: \$330,000 Source: Staff	This project will involve conceptual design, engineering and construction of street resurfacing work, and will potentially involve landscaping, lighting or other improvements along Willow Road.

CITY BUILDINGS

Belle Haven Branch Library Feasibility Study	Estimated Cost: \$95,000 Source: Library Commission	Improving library services to Belle Haven is one of the Library's Commission main Work Plan objectives. The Commission has received consistent community feedback over the last two years about the need for more library services in Belle Haven. The addition of Facebook to the Belle Haven area further indicates that a feasibility study is necessary before the City can move forward with improving library services in the Belle Haven area. This project is consistent with the Library's Commission's Work Plan objectives, as well as with the City's priority on economic development.
Belle Haven Pool House Building Remodel	Estimated Cost: \$400,000 Source: Staff	This project will consist of remodeling the men's and women's shower, bathroom and check-in area. The work will also include replacing plumbing fixtures and remodeling the front façade of the Pool House and relandscaping the front.
City Entry Signage on Willow and Marsh Roads	Estimated Cost: \$200,000 Source: Staff	These arterials are the two primary gateways into Menlo Park from the East Bay. Providing "Welcome to Menlo – Habitat for Innovation" signage identifies the entry point our City, positions the City as a friendly place to be, and furthers the City's brand as a desirable place to live, work and play.
City Gateway Signage	Estimated Cost: \$250,000 Source: City Council	The project will include installing gateway signage at four locations entering Menlo Park. The proposed locations are Sand Hill Road, Bayfront Expressway, and northbound and southbound El Camino Real. The proposed signage would be similar in style to the sign at Laurel Street and Burgess Drive and would include uplights.
Onetta Harris Community Center Installation of Additional Restroom	Estimated Cost: \$200,000 Source: Staff	The current restroom available for renters of the Onetta Harris Community Center multi-purpose room is need of renovation. In addition, the single restroom is inadequate for the current weekend and week night rental business at the community center, which has seen a substantial increase in rentals over the past two years. This proposal includes the renovation of the current restroom and the construction of second restroom which would address current and future rental business needs.

TRAFFIC & TRANSPORTATION

Bay Road Bike Lane Improvements	Estimated Cost: TBD Source: Bicycle Commission	This project would study the feasibility and implementation of moving the existing bike lane away from the trees on the Atherton side of Bay Road between Ringwood Avenue and Marsh Road. Staff has determined that the roadway width is too narrow to make the requested improvements for this project.
Bay Trail Extension	Estimated Cost: \$1-2 million Source: City Council	This project would provide the connection between existing portions of the Bay Trail located near the salt ponds and the Don Edwards San Francisco Bay National Wildlife Refuge and existing trails in East Palo Alto. Grant funding would be needed to match City or other funds. Improvements would include work to provide a crossing over San Francisco Public Utilities Commission (SFPUC) lands and railroad right of way.
Bicycle Parking Ordinance Feasibility Study	Estimated Cost: \$70,000 Source: Bicycle Commission	This project would investigate the potential to create an ordinance requiring bicycle parking facilities for all new development projects. The study would review similar ordinances from agencies in the Bay Area, assess the impacts to developers, and recommend an appropriate bicycle parking rate per 1000 square foot of new development. This project will be considered with the General Plan update and the M-2 Area Plan.
Bike Safety Event	Estimated Cost: \$18,000 Source: Bicycle Commission	This project would use the Street Smartz public education safety campaign program along with Safe Moves safety education classes to coordinate a bicycle and walking-to-school safety event. This project would work in conjunction with the Safe Routes to School programs for Encinal, Laurel, and Oak Knoll Elementary Schools.
Emergency Traffic Signal Equipment Stock	Estimated Cost: TBD Source: Staff	The Traffic Division currently contracts out all traffic signal, streetlights and roadway safety component maintenance and emergency repair services. However, this contract cover repairs on an as needed basis and does not provide for the allocation of immediate replacement equipment. This has proven to create a lag in repairing critical traffic signal and street lighting facilities which may pose as a risk to the health and safety of our citizens in the event of an emergency. The project seeks to provide a limited stock of critical equipment for the immediate repair of City facilities in the event of unexpected damage or failure.
Downtown Parking Structures - A Feasibility Study	Estimated Cost: \$200,000 Source: Transportation Commission	Conduct a cost, site, circulation, feasibility and construction study of installing one or more parking structures on City parking plazas 1, 2, or 3. Also determined an in lieu parking fee structure as defined in the El Camino Real/Downtown Specific Plan.
Dumbarton Transit Station	Estimated Cost: \$1,000,000 Source: Staff	Funding will be used to add amenities to the planned transit station. The City Council has indicated a preference for the transit station location on the Southwest corner of Willow Road and Hamilton Avenue. Funding is contingent on the expansion of transit systems serving the area and may consist of a new rail station or bus terminal.

TRAFFIC & TRANSPORTATION

Innovation Transportation Solutions	Estimated Cost: TBD Source: Planning Commission	Investigate a people mover system or other innovative technology for east/west connectivity, safe routes to schools, and crossing El Camino Real. The project will be considered as part of the Circulation Element update of the General Plan.
Newbridge Street/Willow Road Traffic Circulation Improvements	Estimated Cost: \$100,000 Source: Staff	This project will evaluate the intersection of Newbridge Street and Willow Road for proposed improvements for better traffic circulation at the intersection.
Shuttle Expansion Study	Estimated Cost: \$125,000 Source: Transportation Commission	This study is to identify how the City shuttle services may be expanded to meet the needs and desires of the residents and businesses of Menlo Park. This study would not include specific school bus routes.
Study of Ordinance to Require Bike Parking in City Events	Estimated Cost: \$15,000 Source: Bicycle Commission	This project would investigate the potential to create an ordinance requiring bicycle parking facilities at all outdoor city events (such as block parties, art/wine festivals, 4th of July events, music in the park series, etc.). The city policy would provide bike parking facilities and publicize this option to participants. Outside groups using city or public facilities for public events (e.g. Chamber of Commerce) would also be required to provide these same services. The city ordinance shall have some means of recognizing or rewarding (by city certificate or resolution) those events which provide exceptional bicycle parking service.
Study – Shuttle Bus Expansion for Student-School-Busing Use	Estimated Cost: \$95,000 Source: Transportation Commission	This is a study to evaluate and analyze the use of City shuttle buses to pick up and drop off students at their schools, thereby reducing vehicular traffic throughout the City and at school sites in particular. This could be subject to other regulations because of school bus requirements that may not allow City shuttle buses to be used for that purpose.
Wayfinding Signage Phase II	Estimated Cost: \$15,000 Source: Bicycle Commission	The first phase of the wayfinding bicycle signage in the Willows neighborhood was completed in 2009. The signs, attached to pre-existing sign posts, point to destinations such as the pedestrian bridge to Palo Alto, downtown, and Burgess Park. This is the next phase to this project as indicated in the bicycle development plan. This will include another neighborhood, an east/west cross-city route, and/or routes to schools.
Willow Oaks Park Path Realignment	Estimated Cost: \$18,000 Source: Bicycle Commission	This project would study the entrance to Willow Oaks Park at Elm Street to add a bike path adjacent to the driveway to East Palo Alto High School.
Willow Road Bike Lane Study	Estimated Cost: \$70,000 Source: Bicycle Commission	This project would study the area on Willow Road between O'Keefe and Bay Road to assess what would be needed to install bike lanes in both directions. (The 101/ Willow Road interchange is currently in the environmental review stage.)

ENVIRONMENT

Canopy Tree-Planting and Education Project	Estimated Cost: \$55,000 Source: Environmental Quality Commission & Green Ribbon Citizens Committee	Under contract with the City, Canopy, a local non-profit organization, would recruit and train volunteers to plant up to 100 trees along streets and in parks. Planting locations and trees will be provided by the City. Canopy will also conduct a public education program about urban forestry, including tree steward workshops, presentations to neighborhood groups, a tree walk, and printed and website information. Canopy will also advise the City on reforestation grant opportunities. Canopy has carried out similar programs with the cities of Palo Alto and East Palo Alto (www.canopy.org). The project was recommended by the Environmental Quality Commission again for FY 2011/12, but was not included in the projects listed for that year due to the volume of projects currently listed and the labor intensive nature of this project.
Energy Upgrades of Home Remodels – Pilot Program	Estimated Cost: \$110,000 Source: Staff	This pilot program would provide free comprehensive home energy audits up to \$500 in energy rebates to 100 Menlo Park residents who are significantly remodeling their homes. The program targets homeowners who are already thinking of home improvements and may be more inclined to make significant energy upgrades also. The goal is to reduce greenhouse gas emissions through residential energy conservation. This project is a high ranking measure in the Climate Action Plan.
Requirement for Pharmacies to take back Pharmaceuticals Draft Ordinance	Estimated Cost: \$25,000 Source: Staff	The community has very limited options for disposing pharmaceuticals. One drop box location is located in Menlo Park that the City maintains with a contractor. A required take back program would increase disposal options for residents and avoid potentially disposing of these chemical in a landfill or sewer system. Menlo Park could model an ordinance after Alameda County that has adopted an ordinance that requires pharmacies to take back pharmaceuticals. This project would include drafting an ordinance for city council to consider adopting and the community engagement involved in preparing the ordinance for adoption.
Suburban Park Streetlight Conversion	Estimated Cost: \$100,000 Source: Staff	Take streetlights in the Suburban Park area off the high-voltage PG&E system and convert to low-voltage parallel-wiring system.

ENVIRONMENT

Strategic Plan to Increase Local Food Production through Social Marketing, Education, and Community Garden Programs	Estimated Cost: \$600,000 Source: Staff	Part of the Climate Action Plan's five year strategy approved by Council in 2012 to be considered in 2017-2018. Develop a strategic plan that would increase local food production through education and/or social marketing programs, partnering with nonprofits, promoting locally grown and or organic food production and development of community gardens, school gardens, planting vegetables and/or fruit trees in city parks and/or other public easements, and promotion of farmer's markets. This program can help reduce emissions from transporting, refrigerating and packaging food hauled from long distances (the average fresh food travels 1,500 miles for use in California homes). Consider an 'Eat Local Campaign' similar to Portland, Oregon program that promotes eating foods grown within a specific mile radius.
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WATER SYSTEMS

See Appendix E.2

PARKS & RECREATION

Belle Haven Pool House Remodel	Estimated Cost: \$500,000 Source: Staff	The project consists of redesigning the interior showers, locker and lobby areas and refinishing the floors and walls. The Belle Haven Pool House shower, locker room and lobby are over 40 years old. Most of the equipment is original and staff has had to retrofit the showers due to the shower equipment has been discontinued.
Burgess Baby Pool Analysis/Preliminary Design	Estimated Cost: \$200,000 Source: Staff	The demand for more recreational pool space has been a need for many years since the major pool redesign in 2006. This project would evaluate the utility of the current baby pool to allow for a wide range of ages and more space of open recreation swimming time. Currently, the baby pool is only 1' 6" in depth, open May through September, and for only toddlers and their parents. The proposed project would evaluate the current capacity of the baby pool, investigate if an environmental analysis is required and look into a zero entry pool that increases to 3 ½ depth. This would allow for a broader range of ages up to grade school more space to enjoy and reduce the demand of the instructional pool.
Burgess Park Irrigation Well Evaluation	Estimated Cost: \$40,000 Source: Staff	The project consists of hiring a consultant to evaluate whether building an irrigation well for Burgess Park would be cost effective on the long term based upon the continued increase in water rates.
Burgess Pool Locker Room Expansion Design	Estimated Cost: \$250,000 Source: Council and Parks & Recreation Commission	Since this project was suggested in 2010 the locker rooms at the pool have undergone renovation that allows accommodation of more people at one time. Additionally, locker rooms and changing rooms that have been added to the new Gymnastics Center, easily accessible and adjacent to the Pool, negate the need for a more expensive renovation project of the pool locker rooms at this time. Staff recommends this project be removed from the CIP.
Flood County Park	Estimated Cost: TBD Source: City Council	This project would potentially involve the City obtaining a joint use agreement to improve and maintain sports fields at Flood Park, installing playing field improvements and operating it as a City park in order to increase playing field availability.
Willow Oaks Park Restrooms	Estimated Cost: \$240,000 Source: Parks and Recreation Commission	This project would involve the neighboring community in developing a conceptual design, then constructing restrooms at Willow Oaks Park.

COMPREHENSIVE PLANNING PROJECT & STUDIES

CEQA and FIA Guidelines	Estimated Cost: \$45,000 Source: City Council	This project involves the adoption of guidelines for the City's implementation of the California Environmental Quality Act (CEQA) and the City's preparation of Fiscal Impact Analysis (FIA). The project would involve an update of the City's Transportation Impact Analysis (TIA) Guidelines while maintaining consistency with the current General Plan policies regarding the level of service (LOS) at intersections while encouraging alternative modes of transportation.
Comprehensive Zoning Ordinance Update	Estimated Cost: \$1,500,000 Source: Staff	The last comprehensive update of the Zoning Ordinance occurred in 1967. Over the last 45 years, there have been 103 distinct amendments. The Zoning Ordinance is not user friendly and includes many inconsistencies and ambiguities which make it challenging for staff, let alone the public to use. An update of the Zoning Ordinance would be a key tool for implementing the vision, goals and policies of an updated General Plan. An update of the single-family residential zoning standards and review process would be included in this project.
Single Family Residential Design Guidelines	Estimated Cost: TBD Source: Planning Commission	This project would involve the creation of residential single-family zoning guidelines to provide a method for encouraging high quality design in new and expanded residences.
Single-Family Residential Zoning Ordinance Amendment	Estimated Cost: TBD Source: Planning Commission	This project would involve changes to residential single-family zoning requirements to create a more predictable and expeditious process for the construction of new and substantially expanded two-stories residences on substandard lots. The changes to the Zoning Ordinance would likely involve additional development requirements in lieu of the discretionary use permit process.

STORMWATER

Atherton Channel Flood Abatement Construction	Estimated Cost: \$2,000,000 Source: Staff	This project will improve the drainage channel conditions in order to prevent systematic flooding from Atherton Channel that affects businesses along Haven Avenue. The design portion of this project was partially funded (\$200,000) in FY 2010-11 and (\$300,000) in FY 2011-12.
Middlefield Road Storm Drainage Improvements Phase I & II	Estimated Cost: \$2,000,000 Source: Staff	This project involves design of a storm drainage system to address flooding on Middlefield Road from San Francisquito Creek to Ravenswood Avenue.

TECHNOLOGY & OTHER

Dark Fiber Installation Pilot Project	Estimated Cost: \$50,000 Source: Staff	Optical fiber is the preferred broadband access medium for companies seeking lab and office space in Silicon Valley. Menlo Business Park and Willow Business Park (soon to be called Menlo Science & Technology Center) already have limited deployment of this highly sought after capability. These funds will enable the City to initiate a planning effort to determine how the existing fiber network can be extended further in the City's industrial sub-areas. Although funded in FY 2011-12, work on this project did not start prior to the dissolution of the RDA.
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Appendix E.2

Non-Funded Projects from Previously Approved Plans

City-wide Storm Drainage Study (2003)**Recommended Improvements*****Projects that do not require new outfalls to San Francisquito Creek or Atherton Channel***

<i>Location</i>	<i>Descriptions</i>	<i>Estimated Cost (2003)</i>
Magnolia Drive/Stanford Court	Flooding occurs in the vicinity of Stanford Court as a result of undersized lines downstream on Magnolia Drive. Upsizing 530 feet of line from 12-inch diameter to 24-inch diameter will improve drainage through an upstream system that has been improved	\$123,000
Spruce Avenue	Flooding occurs at Spruce Avenue. Storm system does not have an inlet at Spruce Avenue with the railroad acting as a barrier to surface flows. Improve requires 250 feet of 24-inch storm drain, and an inlet at Spruce Avenue	80,000
Middlefield Road	A parallel storm drain is proposed along Middlefield Road. The storm drain would connect to a recently constructed 48-inch diameter outfall into San Francisquito Creek. The parallel storm drain is needed to relieve flooding that requires road closures of Middlefield Road, Ravenswood Avenue, and Oak Grove Avenue	4,633,000
Euclid Avenue	A significant drainage area flows to Euclid Avenue with no collection system. It is likely that the flooding could disrupt traffic during a major storm event	288,000
Middle Avenue	Middle Avenue is susceptible to flooding due to undersized facilities to the Creek and upstream flooding that overflows into the drainage area. 1,620 feet of 24-inch diameter line is proposed. <i>Allows the removal of bubble-up storm drain catch basins. Provides backbone for draining Hobart Street, Cotton Street and Hermosa Way</i>	373,000
Oak Grove Avenue	The proposed line relieves flows received along Oak Grove Avenue and discharges to the proposed Middlefield Avenue parallel storm drain	1,699,000
Frontage 101, Menalto Ave to Laurel Ave and Santa Monica Avenue	Proposes 830 feet of 24-inch diameter line to provide backbone for storm drain to Menalto Avenue; and 2,510 feet of 15-inch storm drain to reduce flows at intersections along Menalto Avenue	945,000
Harvard & Cornell	Harvard & Cornell - Proposes addition of valley gutter to eliminate localized ponding	10,000
Bay Laurel Drive Outfall	Connecting drainage system	26,000
Olive Street Outfall	Connecting drainage system	536,000
Arbor Road Outfall	Connecting drainage system	1,524,000
El Camino Real Outfall	Connecting drainage system	1,976,000
Alma Street Outfall	Connecting drainage system	208,000
Middlefield Road Outfall	Connecting drainage system	1,270,000
Highway 101 Outfalls	Connecting drainage system	1,400,000
Euclid Avenue Outfall	Connecting drainage system	275,000

Non-Funded Project from Previous Approved Plans and Project Request

Projects that require new outfalls and increase peak flows to San Francisquito Creek or Atherton Channel Recommended Improvement

<i>Project</i>	<i>Descriptions</i>	<i>Estimated Cost (2003)</i>
Middle Avenue	Replace and upsize the storm drain line on Arbor Road from the outfall to about 500 feet upstream at a cost of about \$850,000. Replace and upsize the storm drain line on Arbor Road to Middle Avenue for a cost of about \$980,000 and extending the system to Middle Avenue and San Mateo Drive.	2,310,000
Overland Flow	Overflows from the System G system are to System I. There can be a "domino effect," with these overflows continuing to El Camino Real.	900,000
Overland Flow	Overflows from the System I system are to El Camino Real. Currently, a portion of Middle Avenue does not have a storm drain. A storm drain would be provided to collect flows to improve collection into the Priority 1 storm drain line. Lines on Valparaiso Avenue, Santa Cruz Avenue and Arbor Drive are proposed to collect flows and convey flows to the Priority 1 system, thereby reducing the potential for overtopping to the El Camino Real system.	4,458,000
Ponding throughout the City	Improvements to correct nuisance ponding issues and are required throughout the City. The improvements are numerous and are required.	10,211,000
Alto Lane/El Camino Real	All overflows from upstream systems will be toward El Camino Real. It is likely that ponding first occurs on Alto Lane and excess flows are released to a 30-inch storm drain line to the Alma System prior to road closure for typical storm events. A major storm even could result in the closure of El Camino Real.	5,800,000
San Francisquito Creek Joint Powers Authority Improvements		TBD
Atherton Channel Improvement		TBD

El Camino Real /Downtown Specific Plan (2012)

Recommended Improvements

<i>Improve Pedestrian/Bicycle Amenities and Overall Street Character – Downtown and Station Area</i>		
<i>Location</i>	<i>Improvement</i>	<i>Cost</i>
Santa Cruz Avenue (University Drive to El Camino Real)	Permanent streetscape improvements, on-street parking modifications, widened sidewalks, curb and gutter, furnishings, trees and landscape; central plaza	TBD
Santa Cruz Avenue (El Camino Real to train station)	Streetscape improvements; new sidewalks and connections across railroad tracks and to Menlo Center Plaza, trees, curb and gutter, furnishings; civic plaza with new surface, furnishings	TBD
El Camino Real	Streetscape improvements; sidewalk widening, street crossings; sidewalk trees, furnishings, landscape, pedestrian and bicycle linkage across railroad tracks at Middle Avenue	TBD
Chestnut Street South	Permanent street conversion to paseo and marketplace; streetscape enhancement	TBD
Chestnut Street North (Santa Cruz Avenue to Oak Grove Avenue)	Permanent pocket park; enhance pathways and crosswalk connections to proposed parking garages; widened and enhance sidewalk - west side leading to pocket park	TBD
Crane Street North (Santa Cruz Avenue to alley)	Permanent pocket park; enhance pathways and crosswalk connections to proposed parking garages; widened and enhance sidewalk - east side leading to pocket park	TBD
Rear of Santa Cruz Avenue Buildings (south side from University Drive to Doyle Street)	Pedestrian linkage; new sidewalk, furnishings, landscaping, modified parking	TBD
Oak Grove (Laurel Street to University Drive)	Street restriping to add bike lane and remove parking lane (north side)	TBD
Alma Street (Oak Grove Avenue to Ravenswood Avenue)	Streetscape improvements; wider sidewalks and connection to train station, trees, curb and gutter, furnishings - east side; modified parking and travel lanes small plaza at Civic Center	TBD
Future Class II/Minimum Class III	University Drive north of Santa Cruz Avenue to Valparaiso Avenue and south of Menlo Avenue to Middle Avenue	TBD
Bicycle Route	Crane street between Valparaiso Avenue and Menlo Avenue	TBD
Bicycle Route	Garwood Way from Encinal Avenue to Oak grove Avenue	TBD
Bicycle Route	Alma Street between Oak Grove Avenue and Ravenswood Avenue	TBD
<i>Improve and “Leverage” Existing Downtown Public Parking Plazas</i>		
Parking Plazas 1, 2 and 3	Two Parking Garage	TBD
Parking Plazas 2 and 3	Pocket Park, new surface, amenities, furnishings, landscape	TBD
Parking Plazas 5	Flex space improvements; new surface, amenities, furnishings, landscape	TBD
Parking Plazas 6	Flex space improvements; new surface, amenities, furnishings, landscape	TBD
Parking Plaza 5 & 6	Enhance surface treatments	TBD
<i>Improve Pedestrian/Bicycle Amenities and Overall Street Character – El Camino Real – and East/West Connectivity</i>		
Railroad tracks at train station	Bike/pedestrian crossing at railroad tracks connecting Santa Cruz Avenue with Alma Street, depending on the final configuration for high speed rail; amenities, landscape	TBD
El Camino Real (north of Oak Grove Avenue and south of Menlo Avenue/Ravenswood Avenue)	Widened sidewalks; street trees; median improvements; furnishings	TBD

Railroad tracks at Middle Avenue (Stanford property)	Bike/pedestrian at railroad tracks connecting El Camino Real with Alma Street, depending on the final configuration for high speed rail; amenities, landscape	TBD
El Camino Real/Stanford Property (at Middle Avenue)	Publicly accessible open space; amenities, landscape	TBD
Bicycle Lanes	El Camino Real north of Encinal Avenue	TBD
Future Class II/Minimum Class III	El Camino Real south of Encinal Avenue to Palo Alto border	TBD
Future Class II/Minimum Class III	Menlo Avenue between University Drive and El Camino Real with additional striping modifications near the EL Camino Real and Menlo Avenue intersection	TBD
Future Class II/Minimum Class III	Westbound Ravenswood Avenue between the railroad tracks and El Camino Real	TBD
Future Class II/Minimum Class III	Middle Avenue between University Drive and El Camino Real with additional striping modifications at the El Camino Real and Middle Avenue intersection	TBD
<i>Improve Parking and Signage</i>		
Sharrows - Signage	Sharrows, street configuration and safety to supplement pavement markings on Class III facilities. Sharrows are painted street markings that indicate where bicyclist should ride to avoid the “door zone” next to parked vehicles	TBD
Bicycle Parking	New major bicycle parking facilities in the proposed parking garages	TBD
Bicycle Racks	New bicycle racks in the plan area in new pocket parks, on the Chestnut Paseo, and along Santa Cruz Avenue	TBD
Wayfinding Signage	Bicycle way-finding signage in any future downtown signage plan	TBD

Transportation Impact Fee Study (2009)

Recommended Improvements

Bicycle Improvement Projects			
Roadway	From	To	Estimated Cost
Bay Road	Berkeley Avenue	Willow Road	\$39,900
Middlefield	Willow Road	Palo Alto City Limits	7,000
Sand Hill Road eastbound	Westside of I-280 interchange	Eastside of I-280 interchange	32,900
Independence Connector	Constitution Drive	Marsh Road	120,000
Willow Road Connector	Hamilton	Bayfront Expy.	204,000
Marsh Road	Bay Road	Bayfront Expy.	51,100
Willow Road	Durham Street	Newbridge	37,100
El Camino Real	Encinal	Palo Alto City Limits	12,700
Bicycle/Pedestrian	Eastside Bayfront Expy. at Willow	Westside Bayfront Expy. At Willow	911,629
Caltrain Bicycle/Pedestrian Undercrossing	Eastside Caltrain tracks south of Ravenswood	Westside Caltrain tracks south of Ravenswood	3,646,518
Sidewalk Installation Projects			
Roadway	Limits		Estimated Cost
Willow Road	Bayfront Expressway to Hamilton Avenue		\$128,250
Hamilton Avenue/Court	Willow Road to end		280,500
O’Brien Drive	Willow Road to University Avenue		2,629,500
Bay Road	Willow Road to Van Buren Avenue		157,500
El Camino Real	Valparaiso Avenue to 500 feet north		75,000
Santa Cruz Avenue	Johnson to Avy Avenue		1,290,000
Santa Cruz Avenue	Avy Avenue to City Limits		630,000
Intersection Improvements			
Intersection			Estimated Cost
University Drive & Santa Cruz Avenue			\$600,000
Laurel Street & Ravenswood Avenue			2,500,000
Middlefield Road & Ravenswood Avenue			1,520,000
Middlefield Road & Willow Road			1,700,000
Bohannon/Florence & Marsh Road			820,000
El Camino Real & Valparaiso/Glenwood			610,000
El Camino Real & Ravenswood Avenue			6,000,000
El Camino Real & Middle Avenue			1,820,000
Newbridge Street & Willow Road			2,100,000
Bayfront Expressway & University Avenue			2,500,000
Bayfront Expressway & Chrysler Drive			630,000

Water System Evaluation Report (2006)

Recommended Improvements

<i>Description</i>	<i>Estimated Cost</i>
Reservoir and pump Station in Zone 1,4 or 5	TBD
Reservoir and pump Station in Zone 2	TBD
New pipeline supplying water from Zone 3 to lower elevation zones	TBD
New pipeline & pump station supplying water from lower elevation zones to Zone 3	TBD
New booster pump at Avy Ave in Zone 3 (CWC interconnect)	TBD
New parallel pipe from El Camino Real (B4) connections to Ivy Drive (B2, B3) connection to improve fire flow/pressure	TBD
New meter & pump station along Sharon Park Drive	TBD
Different inlet/outlet structures and pipelines at Sand Hill Reservoirs	TBD
Combination of items 3 or 4 and new reservoir at Sand Hill Road	TBD

Comprehensive Bicycle Development Plan (2005)**Recommended Bikeway System Improvements**

<i>Name</i>	<i>Start</i>	<i>End</i>	<i>Estimated Cost (2005)</i>
<i>SHORT-TERM PROJECTS</i>			
Class II Bike Lanes			
O'Brien Drive	Willow	University	24,900
Class III Bike Routes			
Altschul Avenue	Avy	Sharon Road	800
Avy Avenue	Orange	Monte Rosa	2,100
Coleman Avenue	Willow	Ringwood	3,300
Hamilton Avenue	Market	Willow Road	4,250
Market Place	Highway 101 Bike/Ped Bridge	Hamilton	500
Monte Rosa Drive	Avy	Sand Hill Road	2,750
Oak Grove Avenue	Middlefield	University	9,000
Ringwood Avenue	Bay	Highway 101 Bike/Ped Bridge	1,250
San Mateo Drive	San Francisquito Creek	Wallea	1,400
San Mateo Drive	Wallea	Valparaiso	1,650
Santa Monica Avenue	Seminary	Coleman	750
Seminary Drive	Santa Monica	Middlefield	3,100
Sharon Road	Altschul	Sharon Park Drive	2,000
Sharon Park Drive	Sharon Road	Sand Hill Road	600
Wallea Drive	San Mateo Drive	San Mateo Drive	2,050
Woodland Avenue	Middlefield	Euclid	6,350
<i>Other Bicycle Projects</i>			
Wayfinding Signage Program	N/A	N/A	10,000
Short-Term Project Costs			91,000
<i>MID-TERM PROJECTS</i>			
Class II Bike Lanes			
El Camino	Watkins	Encinal	9,600
Middlefield	Willow	Palo Alto city limit	3,000
Class III Bike Routes			
Arbor	College	Bay Laurel	550
Bay Laurel Drive	Arbor	San Mateo	800
Berkeley Avenue	Coleman	Bay	2,150
College Avenue	University	Arbor	1,000
Constitution Drive	Chilco	Independence	3,350
Encinal Avenue	Garwood	EL Camino Real	1,700
Menlo Avenue	University	El Camino Real	3,500
Merrill Street	Ravenswood	Oak Grove	950
Middle Avenue	Olive	El Camino Real	10,800
Oak Avenue	Olive	Sand Hill	3,250
Oakdell Drive	Santa Cruz	Olive	3,100
Olive Street	Oak	Oakdell	800
Ravenswood Avenue	El Camino Real	Noel	1,800
Santa Cruz Avenue	Orange Avenue	Sand Hill	4,300
University Drive	Valparaiso	College	4,000
Mid-Term Project Costs			85,850

<i>LONG-TERM PROJECTS</i>			
Class I Bike Lanes			
Independence Connector	Constitution Drive	Marsh Road	55,000
Class II Bike Lanes			
Marsh Road	Bay Road	Bayfront Expressway	21,900
Willow Road	Durham	Newbridge	15,900
Class III Bike Routes			
El Camino Real	Encinal	Palo Alto city limit	12,700
Other Bicycle Projects			
Caltrain Bicycle/Pedestrian Undercrossing	East side Caltrain tracks south of Ravenswood	West side of Caltrain tracks south of Ravenswood	3,000,000
Long-Term Project Costs			3,949,000
TOTAL SYSTEM COST			4,125,850

Appendix F

Summary of Projects sorted by Funding Source

5 YEAR PLAN SUMMARY BY FUNDING SOURCE

Funding Source	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
General Fund - CIP						
Available Balance	2,987,321	4,131,265	707,265	1,576,265	2,138,265	
Revenues	2,930,944	2,700,000	2,800,000	2,900,000	3,000,000	
Operating Expenditures and Commitments	22,000	24,000	26,000	28,000	30,000	
Recommended Projects						
Administration Building Conference Room Furniture Replacement	-	-	-	200,000	-	200,000
Bay Levee Project	90,000	90,000	-	-	-	180,000
Belle Haven Youth Center Improvements	-	-	150,000	-	-	150,000
Burgess Pool Deck Repairs	-	135,000	-	-	-	135,000
Burgess Sports Field	-	-	-	250,000	-	250,000
Chrysler Pump Station Improvements	-	4,700,000	-	-	-	4,700,000
City Buildings (Minor)	325,000	325,000	350,000	350,000	350,000	1,700,000
City Council Chambers Landscaping	-	-	-	-	500,000	500,000
Civic Center Sidewalk Replacement and Irrigation System Upgrades	-	-	-	400,000	-	400,000
Cost of Service/Fee Study	100,000	-	-	-	-	60,000
Downtown Streetscape Improvement Project (Specific Plan)	115,000	165,000	110,000	-	-	390,000
El Camino Real Median and Side Trees Irrigation System Upgrade	-	-	85,000	-	-	85,000
Gate House Fence Replacement	-	-	-	220,000	-	220,000
Gate House Landscaping	-	-	-	-	470,000	470,000
High Speed Rail Coordination	50,000	50,000	50,000	-	-	150,000
Nealon Park Sports Field Sod and Irrigation Replacement	250,000	-	-	-	-	250,000
Kitchen Upgrade at Onetta Harris Community Center	-	-	-	30,000	-	30,000

5 YEAR PLAN SUMMARY BY FUNDING SOURCE

Funding Source	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
General Fund - CIP - Continued						
La Entrada Baseball Field Renovation	-	-	170,000	-	-	170,000
La Entrada & Willow Oak Tennis Courts Restoration & Resurfacing	-	-	-	-	200,000	200,000
Library Furniture Replacement	-	-	450,000	-	-	450,000
Main Library Interior Wall Fabric Replacement		150,000	-	-	-	150,000
Menlo Children's Center Carpet Replacement	-	-	60,000	-	-	60,000
Park Improvements (Minor)	150,000	150,000	170,000	170,000	170,000	810,000
Park Pathways Repairs	-	-	-	200,000	-	200,000
Pedestrian/Bicycle Master Plan Update	-	-	-	250,000	-	250,000
Police Department Space Use Study	-	40,000	-	-	-	40,000
Police Front Office Counter Remodel/Security Upgrade	-	-	70,000	-	-	70,000
Radio Infrastructure Replacement	100,000	-	-	-	-	100,000
Sidewalk Repair Program	120,000	120,000	120,000	120,000	120,000	600,000
Storm Drain Improvements	115,000	115,000	120,000	120,000	125,000	595,000
Tennis Court Electronic Key Upgrade	100,000	-	-	-	-	100,000
Trash Capture Device Installation	-	60,000	-	-	-	60,000
Willow Place Bridge Abutment Repairs	250,000	-	-	-	-	250,000
Total	1,765,000	6,100,000	1,905,000	2,310,000	1,935,000	14,015,000
Ending Fund Balance	4,131,265	707,265	1,576,265	2,138,265	3,173,265	

5 YEAR PLAN SUMMARY BY FUNDING SOURCE

Funding Source	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
Bedwell Bayfront Park Landfill						
Available Balance	3,844,444	4,139,444	3,514,444	3,769,444	4,104,444	
Revenues	725,000	725,000	725,000	725,000	725,000	
Operating Expenditures and Commitments	330,000	350,000	370,000	390,000	410,000	
Recommended Projects						
Bedwell Bayfront Park Electrical Panel Upgrade	100,000	-	-	-	-	100,000
Bedwell Bayfront Park Gas Collection System Repair	-	-	100,000	-	-	100,000
Bedwell Bayfront Park Leachate Collection System Replacement	-	1,000,000	-	-	-	1,000,000
Total	100,000	1,000,000	100,000	-	-	1,200,000
Ending Fund Balance	4,139,444	3,514,444	3,769,444	4,104,444	4,419,444	

Construction Impact Fees						
Available Balance	3,400,000	4,940,000	1,380,000	2,420,000	360,000	
Revenues	2,000,000	2,000,000	1,500,000	1,500,000	1,500,000	
Operating Expenditures and Commitments	60,000	60,000	60,000	60,000	60,000	
Recommended Projects						
Street Resurfacing	400,000	5,500,000	400,000	3,500,000	-	9,800,000
Total	400,000	5,500,000	400,000	3,500,000	-	9,800,000
Ending Fund Balance	4,940,000	1,380,000	2,420,000	360,000	1,800,000	

Downtown Parking Permits						
Available Balance	2,497,696	2,771,696	3,051,696	3,337,696	3,429,696	
Revenues	410,000	4,570,000	430,000	440,000	450,000	
Operating Expenditures and Commitments	136,000	140,000	144,000	148,000	152,000	
Recommended Projects						
Downtown Parking Utility Underground ¹	-	4,150,000	-	-	-	4,150,000
Parking Plaza 7 Renovations	-	-	-	200,000	-	200,000
Total	-	4,150,000	-	200,000	-	4,350,000
Ending Fund Balance	2,771,696	3,051,696	3,337,696	3,429,696	3,727,696	

¹ City to be reimbursed from PG&E with Rule 20A funds revenue shown in FY 2016-17.

5 YEAR PLAN SUMMARY BY FUNDING SOURCE

Funding Source	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
Highway Users Tax						
Available Balance	1,645,996	2,345,996	1,745,996	2,445,996	845,996	
Revenues	900,000	900,000	900,000	900,000	900,000	
Operating Expenditures and Commitments	-	-	-	-	-	
Recommended Projects						
Chrysler Pump Station	-	1,500,000	-	-	-	1,500,000
Street Resurfacing	200,000	-	200,000	2,500,000	-	2,900,000
Total	200,000	1,500,000	200,000	2,500,000	-	4,400,000
Ending Fund Balance	2,345,996	1,745,996	2,445,996	845,996	1,745,996	

Measure A						
Available Balance	252,053	622,053	962,053	1,272,053	1,372,053	
Revenues	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	
Operating Expenditures and Commitments	930,000	960,000	990,000	1,200,000	1,230,000	
Recommended Projects						
Total	-	-	-	-	-	-
Ending Fund Balance	622,053	962,053	1,272,053	1,372,053	1,442,053	

Measure T						
Available Balance	325,848	218,848	8,238,848	8,259,848	8,281,848	
Revenues	18,000	8,020,000	21,000	22,000	23,000	
Operating Expenditures and Commitments	-	-	-	-	-	
Recommended Projects						
Measure T Funds Evaluation/Project Ranking	125,000	-	-	-	-	125,000
Total	125,000	-	-	-	-	125,000
Ending Fund Balance	218,848	8,238,848	8,259,848	8,281,848	8,304,848	

5 YEAR PLAN SUMMARY BY FUNDING SOURCE

Funding Source	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
Rec-in-Lieu Fund						
Available Balance	1,441,443	971,443	896,443	1,196,443	1,496,443	
Revenues	300,000	300,000	300,000	300,000	300,000	
Operating Expenditures and Commitments	-	-	-	-	-	
Recommended Projects						
Bedwell-Bayfront Park Master Plan	-	175,000	-	-	-	175,000
Belle Haven Pool Deck Lighting	30,000	-	-	-	-	30,000
Library Landscaping	200,000	-	-	-	-	200,000
Relocation of Dog Park at Nealon Park	250,000	-	-	-	-	250,000
Willow Oaks Dog Park	250,000	-	-	-	-	250,000
Jack Lyle Park Restrooms - Construction	40,000	200,000	-	-	-	240,000
Total	770,000	375,000	-	-	-	1,145,000
Ending Fund Balance	971,443	896,443	1,196,443	1,496,443	1,796,443	6,357,215
Sidewalk Assessment						
Available Balance	90,252	85,252	85,252	90,252	100,252	
Revenues	195,000	200,000	205,000	210,000	215,000	
Operating Expenditures and Commitments	20,000	20,000	20,000	20,000	20,000	
Recommended Projects						
Sidewalk Repair Program	180,000	180,000	180,000	180,000	180,000	900,000
Total	180,000	180,000	180,000	180,000	180,000	900,000
Ending Fund Balance	85,252	85,252	90,252	100,252	115,252	
Solid Waste Service Fund						
Available Balance	970,366	837,366	793,366	787,366	819,366	
Revenues	300,000	350,000	400,000	450,000	500,000	
Operating Expenditures and Commitments	383,000	394,000	406,000	418,000	430,000	
Recommended Projects						
Community Zero Waste Policy Draft	50,000	-	-	-	-	50,000
Total	50,000	-	-	-	-	50,000
Ending Fund Balance	837,366	793,366	787,366	819,366	889,366	

5 YEAR PLAN SUMMARY BY FUNDING SOURCE

Funding Source	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
Storm Drainage Fund						
Available Balance	104,846	111,846	118,846	125,846	132,846	
Revenues	7,000	7,000	7,000	7,000	7,000	
Operating Expenditures and Commitments	-	-	-	-	-	
Recommended Projects						
	-	-	-	-	-	-
Total	-	-	-	-	-	-
Ending Fund Balance	111,846	118,846	125,846	132,846	139,846	

Transportation Impact Fees						
Available Balance	2,087,957	2,462,957	2,462,957	2,617,957	3,117,957	
Revenues	500,000	500,000	500,000	500,000	500,000	
Operating Expenditures and Commitments	-	-	-	-	-	
Recommended Projects						
Caltrain Bike/Ped Undercrossing Design	-	500,000	-	-	-	500,000
Florence/Marsh and Bay/Marsh Signal Modification	-	-	345,000	-	-	345,000
Sand Hill Road Signal Modification Project	125,000	-	-	-	-	125,000
Total	125,000	500,000	345,000	-	-	970,000
Ending Fund Balance	2,462,957	2,462,957	2,617,957	3,117,957	3,617,957	

5 YEAR PLAN SUMMARY BY FUNDING SOURCE

Funding Source	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
Library Bond Fund						
Available Balance	20,370	20,370	20,370	20,370	20,370	
Revenues	-	-	-	-	-	
Operating Expenditures and Commitments	-	-	-	-	-	
Recommended Projects						
						-
Total	-	-	-	-		-
Ending Fund Balance	20,370	20,370	20,370	20,370	20,370	

Water Fund - Capital						
Available Balance	4,370,442	5,122,442	5,622,442	3,170,442	2,916,442	
Revenues	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Operating Expenditures and Commitments	48,000	50,000	52,000	54,000	56,000	
Recommended Projects						
Automated Water Meter Reading	-	150,000	1,200,000	1,200,000	-	2,550,000
Emergency Water Supply Project (2nd Well)	-	-	-	TBD	-	TBD
Sharon Heights Pump Station	200,000	-	-	-	-	200,000
Water Main Replacements	-	300,000	2,200,000	-	-	2,500,000
Total	200,000	450,000	3,400,000	1,200,000	-	5,250,000
Ending Fund Balance	5,122,442	5,622,442	3,170,442	2,916,442	3,860,442	

FISCAL YEAR TOTALS	3,915,000	19,755,000	6,530,000	9,890,000	2,115,000	42,205,000
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