PLANNING COMMISSION
AGENDA

Regular Meeting
June 8, 2015 at 7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:00 p.m.

ROLL CALL – Combs, Ferrick, Goodhue, Kadvany, Kahle, Onken (Chair), Strehl (Vice Chair)

INTRODUCTION OF STAFF – Deanna Chow, Senior Planner; Stephen O'Connell, Contract Planner; Kyle Perata, Associate Planner; Thomas Rogers, Senior Planner; Corinna Sandmeier, Associate Planner

A. REPORTS AND ANNOUNCEMENTS

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

A1. Update on Pending Planning Items
- a. ConnectMenlo
  - i. Housing Commission – May 28, 2015
  - ii. Transportation/Bicycle Commissions – June 1, 2015
  - iii. General Plan Advisory Committee – June 3, 2015
- b. Budget – City Council – June 2 and 16, 2015
- c. Santa Cruz Street Café Pilot Program – City Council – June 2, 2015

B. PUBLIC COMMENTS (Limited to 30 minutes)

Under "Public Comments," 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

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

C1. Approval of minutes from the May 4, 2015, Planning Commission meeting. *(Attachment)*

D. PUBLIC HEARING

D1. Use Permit/Joy Torab/2191 Avy Avenue: Request for a use permit to demolish an existing single-story, single family residence and detached garage, and construct a new two-story, single-family residence on a substandard lot with regard to lot width and lot area in the R-1-U (Single-Family Urban) zoning district. *(Attachment)*

D2. Use Permit and Variance/Farhad Ashrafi/677 Live Oak Avenue: Request for a use permit to demolish an existing single-story duplex and detached garage and construct a new two-story, single-family residence and detached garage on a substandard lot with regard to width and area in the R-3 (Apartment) zoning district. The proposal includes a request for a variance for the new residence to encroach into the required 20-foot separation between main buildings located on adjacent lots. *(Attachment)*

D3. Use Permit/ChemPartner/1430 O'Brien Drive, Suite F: Request for a use permit for the indoor storage and use of hazardous materials for the research and development of medicinal chemistry associated with a contract research organization, located in an existing building in the M-2 (General Industrial) zoning district. All hazardous materials would be used and stored within the existing building. *(Attachment)*

E. STUDY SESSION - None

F. REGULAR BUSINESS

F1. 2015-16 Capital Improvement Program/General Plan Consistency: Consideration of consistency of the 2015-2016 projects of the Five-Year Capital Improvement Plan with the General Plan. *(Attachment)*

F2. ConnectMenlo/City of Menlo Park: Review and provide a recommendation regarding the Notice of Preparation (NOP) with a maximum potential development to be studied in the General Plan Update Environmental Impact Report (EIR). *(Attachment)*

G. COMMISSION BUSINESS – None

H. INFORMATION ITEMS – None

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	June 22, 2015
Regular Meeting	July 13, 2015
Regular Meeting	July 20, 2015
Regular Meeting	August 3, 2015

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

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

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PLANNING COMMISSION
Agenda and Meeting Information

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

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

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

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

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

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

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

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

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

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

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Revised: 4/11/07

PLANNING COMMISSION DRAFT MINUTES

Regular Meeting
May 4, 2015 at 7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:02 p.m.

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

INTRODUCTION OF STAFF – Michele Morris, Assistant Planner; Justin Murphy, Assistant Community Development Director; Tom Smith, Associate Planner; Thomas Rogers, Senior Planner; Corinna Sandmeier, Associate Planner

A. REPORTS AND ANNOUNCEMENTS

A1. Update on Pending Planning Items
a. Planning Commission Appointments – City Council – May 5, 2015

Senior Planner Rogers said the City Council at their May 5 meeting would make appointments for three Planning Commission seats.

b. ConnectMenlo Workshop – May 2 and 7, 2015

Senior Planner Rogers said a ConnectMenlo community workshop was held on May 2 as part of the Council's decision to conduct more public outreach for the General Plan Update, particularly to the Belle Haven community. He said a second community workshop with the same content would be held on May 7, 2015, Thursday evening at the Belle Haven Senior Center.

B. PUBLIC COMMENTS #1

There were none.

C. CONSENT

Commissioner Kadvany asked to pull item C3.

C1. Approval of minutes from the March 23, 2015 Planning Commission meeting *(Attachment)*

Commission Action: Minutes approved as submitted,

Motion carried 6-0 with Commissioner Combs absent.

C2. Approval of minutes from the April 6, 2015 Planning Commission meeting *(Attachment)*

Commission Action: Minutes approved as submitted.

Motion carried 6-0 with Commissioner Combs absent.

C3. Sign Review/Michelle Olmstead/4085 Campbell Avenue: Request for sign review for a new building-mounted sign that would feature greater than 25 percent of the sign area in a bright red color. The signage would be located on an existing building in the M-2 (General Industrial) zoning district. *(Attachment)*

Commissioner Kadvany noted some firms in Menlo Park had indicated their need to have red colors in their because of company identity, but he had noticed the same companies located in San Carlos did not use bright colors but rather colors similar to that city's downtown look.

Commissioner Onken said he appreciated Commissioner Kadvany's comments regarding downtown signage. He said this business was located along Hwy. 101 and would be no different than many other businesses' signage along that thoroughfare.

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

Motion carried 6-0 with Commissioner Combs absent.

D. PUBLIC HEARING

D1. Use Permit/Leopold Vandeneynde/523 Central Avenue: Request for a use permit to demolish an existing single-story, single-family residence and detached garage and construct a new two-story, single-family residence with an attached garage on a substandard lot with regard to lot width, depth and area in the R-1-U (Single-Family Urban Residential) zoning district. As part of the proposal, a heritage trident maple measuring 16 inches in diameter, at the front right side of the property, is proposed for removal. *(Attachment)*

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

Questions of Staff: In response to Commissioner Strehl's inquiry, Planner Sandmeier said that staff had not received any comments on the proposed project.

Public Comment: Mr. Leopold Vandeneynde, project architect, said that Cindy and Jerry Hamilton, the property owners, were present. He said the original home was one-bedroom, one-bath. He said the owners now have two children and would like to stay in the neighborhood, and hoped to have their project approved for a new two-story home in the Tudor style, similar to other homes in the surrounding area. He said the project tried to create more yard space, which was why they were replacing the existing detached garage. He said they needed to remove the maple tree in the front to allow for the required covered and uncovered parking spaces.

Chair Eiref asked about the height of the project. Mr. Vandeneynde said the base flood elevation was 32-inches off the natural grade. He said to have all wood framing above that elevation they had to engineer a foundation that would minimize the footprint and then they tried to maximize plate heights inside the house as much as they could.

Commissioner Ferrick asked about public outreach. Mr. Vandeneynde said when the project development was initiated, about a year ago, Mr. Hamilton took plans door-to-door. He said they paid attention to privacy concerns of neighbors on both sides and minimized windows on

the sides. Commissioner Ferrick asked about the neighbor on the left side. Mr. Vandeneynde said his understanding was that everything from the neighbors had been very positive.

Chair Eiref closed the public hearing.

Commission Comment: Commissioner Onken said at first sight the project seemed built to the maximum but it was the almost three feet of elevation needed for the base flood plane requirements that made that necessary.

Commissioner Ferrick said the second floor east elevation had some intrusion into the daylight plane and she thought it would impact the neighbor's privacy. Chair Eiref said he had a similar reservation about the east elevation.

Commission Action**:** M/S Strehl/Onken to approve the item as recommended in the staff report.

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current CEQA Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following ***standard*** conditions:
    a. Development of the project shall be substantially in conformance with the plans prepared by Leopold Design, consisting of 6 plan sheets, dated received April 23, 2015, and approved by the Planning Commission on May 4, 2015, except as modified by the conditions contained herein, subject to review and approval by the Planning Division.
    b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
    c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
    d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
    e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.

f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.

g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.

Motion carried 5-1with Commissioner Ferrick in opposition and Commissioner Combs absent.

Recognized by the Chair, Mr. Vandeneynde said they were working with the neighbor regarding the intrusion into the daylight plane.

E. REGULAR BUSINESS

E1. Modification to Approved Plans Associated with a Conditional Development Permit (CDP)/Jason Chang for CS Bio Co./ 20 Kelly Court: Request for a modification to the project plans associated with an existing conditional development permit (CDP), previously approved by the City Council in December 2012. At this time, the applicant is requesting to defer façade modifications to the single-story concrete tilt-up portion of the subject building, defer installation of a new roof screen on that portion of the building, and to allow the existing trash enclosure to remain. The previously approved project included metal panels on the concrete tilt-up building, a new roof screen, and a new trash enclosure. The applicant would paint the existing concrete tilt-up building to match the new construction; however, any approval of the deferral request would contain a time limit to allow the applicant to consider potential modifications to the overall development at the site as part of the City's General Plan update. As part of the proposal, the applicant is requesting approval to install temporary seasonal decorations on the roof of the building. Per Section 6.3.1 (Major Modifications) of the approved CDP, the applicant may request modifications to the exterior of the building, subject to review and approval by the Planning Commission. The subject site is located in the M-2 (General Industrial, Conditional Development) zoning district. *(Attachment)*

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

Public Comment: Mr. Jason Chang, Vice President of Operations for CS Bio Co., said in 2012 the Commission had approved a new building for the company which had had its grand opening recently. He said the reason for their request to defer the additions to the tilt-up was that when they announced their expansion their business increased and their building expansion was not enough for the demand. He said they began working with Planning staff in 2013 on the increased expansion. He said during this time the City began work on its General Plan update for the M2 zone and that had the potential to provide the ability for greater expansion than what was currently allowed under code. He said they have acquired additional leases in the nearby vicinity to tide them over while they were building the new facility.

Chair Eiref closed the public hearing.

Commission Comment: Commissioner Kadvany said if the Commission approved this deferral that should not be considered tacit approval of a future project. He expressed concern that this

maneuvering within land ownership in the M2 as the General Plan was updated might create an unwanted effect.

Commissioner Onken said he thought the project changes were low impact and as an architectural project went above and beyond what people tended to expect in the M2.

Commissioner Bressler said he thought this was a singular proposal, referring to Commission Kadvany's comments. He noted also it would have to be completed by 2017.

Commission Action**:** M/S Onken/Bressler to approve the item as recommended in the staff report.

1. Make a finding that the project is categorically exempt under Class 32 (Section 15332, "In-Fill Development Projects") of the current California Environmental Quality Act (CEQA) Guidelines.

2. Make a determination that the proposed modifications are compatible with other building and design elements or onsite/offsite improvements of the approved Conditional Development Permit (CDP) and will not have an adverse impact on safety and/or the character and aesthetics of the site, as outlined in the project plans provided by DES Architects/Engineers, consisting of 12 plan sheets, dated received April 29, 2015, and approved by the Planning Commission on May 4, 2015 except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

3. Approve the modifications to the project plans associated with the CDP subject to the following ***project-specific*** conditions:

    a. The applicant shall submit a complete application to the Planning Division for the necessary land use entitlements (such as but not limited to a CDP Amendment and associated environmental review) by January 1, 2017. If the applicant fails to submit a complete application, then the applicant shall submit a complete building permit to install the deferred items by February 1, 2017, subject to review and approval of the Building and Planning Divisions.

    b. Any temporary seasonal decorations located at the site shall be limited to 30 days from date of installation and the applicant shall obtain all necessary building permits, subject to review and approval of the Building and Planning Divisions.

Motion carried 6-0 with Commissioner Combs absent.

E2. Modification to Approved Plans Associated with a Conditional Development Permit (CDP)/David D. Bohannon/101-155 Constitution Drive and 100-190 Independence Drive: Request for a modification to the project plans associated with an existing conditional development permit (CDP), previously approved by the City Council in June 2010. At this time, the applicant is requesting an increase in the number of hotel rooms from 230 to 250, an increase in the square footage of the hotel of approximately 24,000 from 173,000 to 197,000, incorporation of the health and fitness facility into a parking

structure on the Independence site, a decrease in the square footage of the health and fitness facility of approximately 28,000 from 69,000 to 41,000, and a net decrease in square footage of approximately 4,400 for the total project. The office component of the project would receive updates to the architecture and slight adjustments to building placement. Per Section 6.1.2 of the approved CDP, the applicant may request modifications to the project, subject to review and recommendation by the Planning Commission and a determination from the City Manager. The subject site is located in the M-3-X (Commercial Business Park, Conditional Development) zoning district. *(Attachment)*

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

Questions of Staff: In response to an inquiry from Chair Eiref, Planner Smith said that under a conditional development permit or CDP, a major modification to the project plans could be approved by a letter from the City Manager through consultation with the City Council and recommendation from the Planning Commission.

Public Comment: Mr. David Bohannon, project applicant, said the hotel health club element in the original approval by the City Council required a modification which was why they had to revisit the project with the City Council. He said the health club was a separate element in the project now and not part of the hotel.

Mr. Michael Moscowitz, Ensemble Investments / Ensemble Hotel Partners, provided a presentation on the project and addressed how they approached defining hotel use that would be viable. He said the decision was for a full service hotel with great food and drink options and indoor/outdoor meeting spaces. He said the autograph hotel collection under the Marriott flag would be very unique and iconic to the area but still capture business travelers who want to earn points.

Mr. Jack Highwart, Cuningham Group, said the site was very beautiful and in the heart of technology. He said being along Highway 101 was a great location for a hotel with noise and visual challenges. He said they canted the tower for an optimal solar orientation allowing for an oasis courtyard that could be buffered with landscape and other active uses. He said the juxtaposition of the building also provided interesting views from all sides and pushed the orientation or prow of the hotel toward Independence and allowed for a gracious entrance to the hotel. He showed visuals of the proposed design and colors and materials board. He closed with a video presentation on the prospective hotel.

Mr. Jeffrey Heller, Heller Manus Architects, office project architect, said the overall site organization emphasized the pedestrian interconnectivity that the site presents as a potential to Menlo Park, the Bayfront and the hotel buildings. He said the portion of the site near Highway 101 has the hotel on the right and the parking garages in the middle. He said a major part of the garages on the east side was the health club which would help create the link to hotel and the Independence building. He said the Independence building geometry was modified to take advantage of the geometry of the interchange to make a bold and clear statement about that building. He said the streetscape tied from the hotel to the Independence building and beyond. He said on the Constitution side they had refined the building location and placement to create a sense of space and people place. He said the east side facing the Bayfront was very landscaped and amenity driven. He provided visuals demonstrating the increased pedestrian

interconnectivity. He showed a visual of the proposed Independence building from Marsh Road noting the intent of creating iconic and highly environmentally oriented buildings.

Commissioner Onken asked about signage to get people from Marsh Road to the hotel or out to Bayfront. Mr. Bohannon said they had not put together the signage program. He expected they would prepare a sign district program for approval. He said the primary point of entrance to the hotel would be Bayfront using Chrysler Drive. He said it was not clear if there were would by major changes to ingress/egress from Marsh Road and noted they were talking with the City, Caltrans, and another property developer needing to do mitigations in that area. He said he expected they would have signage along Marsh Road and Chrysler Drive.

Commissioner Onken said he would like to hear from the bird expert consultant Mr. Bohannon had mentioned earlier.

Recognized by the Chair, Mr. Steve Rottenborn, principal with the ecological firm HT Harvey and Associates, said birds did not see glass as a solid feature, which was why they might try to reach habitat on the other side of the glass or why the reflection of the sky, water or trees in the glass might be inviting for them. He said birds must be near the glass for this to occur. He said he looked at the existing site conditions to determine how migrating birds would see the area as a whole. He said in his opinion the abundance and diversity of birds at the project site was relatively low as it was not good quality bird habitat. He said the intended landscape and other plantings proposed for the project would not increase the quality of bird habitat on the site. He said there was important bird habitat on the bayfront side of Bayfront Expressway. He said there was a defining hard edge between those bird habitats and the urban area. He said migrating birds would perceive what the high quality habit was and choose it. He said locally there were urban adapted and regionally abundant species that would upon occasion fly into glass. He said within CEQA analysis this was looked at and no significant impact on any bird species was found. He said the project architecture had numerous mullions, fins and sunshades that were solid structures that birds see as solid, which lowered the potential for birds striking the glass. Chair Eiref asked if sounds could warn birds off. Mr. Rottenborn said sounds could be used for migratory birds but local birds would acclimate to the sound. He said he did not see the potential for migratory birds being impacted by these structures.

Commissioner Onken said the question being asked by people in the City was whether a bird safe design had been used for the project. He said there were very specific bird safety design standards for buildings. Mr. Rottenborn said the question was whether there was need for bird safe design in a certain area in a certain context with a certain project before a decision to broadly implement bird safe design. Commissioner Onken noted the proximity of birds across the road to this project and he was surprised that bird safe glass would not be used. Chair Eiref asked about flying height for birds. Mr. Rottenborn said that migrating birds fly about 400 feet in the sky. He said most bird collisions occurred within the first 60-foot height of buildings. He said migratory bird densities in the east were much higher than in the west and was the source of the horror stories about bird collisions.

Ms. Eileen McLaughlin said she was representing the citizen's committee to complete the refuge, a nonprofit that worked closely with the Don Edwards Wildlife Refuge. She said she had brought up the bird safety concern at the study session on this project with the City Council. She said she was pleased that Mr. Bohannon hired HT Harvey and Associates, ecological consultants, and the study that was done. She said it was done however in the context of

CEQA. She said there was only so much they could ask of the Bohannon project. She suggested that monitoring and surveys might be done to provide more information to guide the City's development of bird safe design in the M2 district. She said in parts of the building where inside habitat might increase the chance of bird collision that a solution might be to not allow such habitat and to use design features in those areas to make the areas less attractive to birds. She said rather than thinking about the specific species studied under CEQA that all bird life in general should be considered.

In response to the Chair, Mr. Bohannon said the project team would meet with the Friends of Bayfront/Bedwell Park to discuss the use of certain funds which was not directly related to birds. He said they currently owned and operated a fair amount of office buildings in the area and had not received any reports of bird collisions. He said they have had ducks take residence in ponds and had to hire someone to relocate the ducks carefully. He said also swallows had nested in eaves and they had hired someone to carefully relocate them. They also changed the eaves to make them less attractive to the birds. He said that making wholesale changes to the project without any real data was difficult. He said their project design was taking into consideration birds. He said their landscape architect was designing the groundscape to discourage birds from approaching the lower levels of the building. He said there was a General Plan update and they would hear about policies that would need more study before coming city policy. He said they have cooperated as best they could at this stage and had been as sensitive as possible.

Commissioner Ferrick noted Page AI3.2 and asked if that was an area where there was opportunity to use some bird safe design elements. Mr. Rottenborn said it was not so much the north side of Constitution but other areas of large expanse of glass not broken up by mullions or sunshades that had more potential of bird strikes. Commissioner Ferrick asked about the area facing the Bay. Mr. Rottenborn said that area had more detail and features. Mr. Heller said that their firm does considerable work in San Francisco. He said typically in these spaces the mullions and louvering work was done within a frequency so glass size was below the threshold for potential bird collisions. He said for this project the larger glass was the curve at the Bayshore freeway and that had the lowest and unlikely potential of bird strikes. He said their building worked within the criteria discussed by Mr. Rottenborn and was comparable to criteria used in San Francisco to minimize any bird collisions. Commissioner Ferrick asked if there were incidences of bird collisions what remedy there would be. Mr. Heller said the application of dots on the glass could be used. Mr. Bohannon said they would hear about any incidences of bird collisions and as property managers who care deeply about their tenants' happiness they would remedy those issues.

Commissioner Ferrick asked about the habitat ponds near Constitution Park and whether they would attract birds. Ms. Elizabeth Shreve, SWA Architects, said they would work with Mr. Rottenborn on the landscape so they would not use materials attractive to birds as food or nesting. She said the habitat ponds were to meet C3 storm water quality treatment requirements.

Chair Eiref asked about construction sequence. Mr. Bohannon said Phase I would include the hotel, public garage, and the Independence Office Building. He said the Constitution Office Building would be lease driven. He said if in the time that Phase I was underway there was sufficient leasing interest for the Constitution Office Building they would initiate its construction.

Chair Eiref asked about circulation noting the intricacies of entering the site from Marsh Road and not being able to exit onto Marsh Road. Mr. Bohannon said that they hoped to make ingress improvements noting it was a very complicated discussion. He said there would not likely be any change to the egress.

Chair Eiref asked whether the health club, noting its location, was included because it had to be. Mr. Bohannon said that there was no requirement for the health club but he thought it was a nice amenity to offer and they had a great potential club for the site.

Commissioner Bressler asked what kind of businesses would lease Office Building 1. Mr. Bohannon said he did not know. He said five years prior he would have said attorney firms. He said technology firms were now embracing taller buildings and willing to pay higher leases. He said he was not sure though. Commissioner Bressler said there were 1,500 parking spaces in the garages. He asked whether they could leverage the parking to get Transportation Management Demand programs. Mr. Bohannon said the parking was sufficient for typical office use. Noting different parking challenges for tech companies, he said that they would have a very robust TDM (transportation demand management) program and would work with other property owners on circulation solutions.

Commissioner Strehl said it appeared the egress from this development was primarily from Chrysler out to Bayfront. Mr. Bohannon said to a large degree with additional segress to the south on Chilco Avenue. Commissioner Strehl confirmed the pergola was open and that they would have a significant TDM program. She asked about potential Marsh Road changes. Mr. Mike Mowery, Kimley-Horn and Associates, transportation and civil engineers for the project, said there were three separate projects that have mitigations at Marsh and Bayfront: one to have a triple right turn from Marsh Road onto Bayfront Expressway, a number of pedestrian and ADA ramp improvements from Haven Avenue and the Park, and some additional lanes and widening. He said there were efforts to increase capacity at the intersection and also small capacity changes to reduce the amount of time vehicles needed for green lights and better pedestrian circulation through the intersection.

Commissioner Onken noted the traffic challenges of Marsh Road currently and asked whether the project as proposed was still found to have no significant traffic impact.

Assistant Community Development Director Murphy said in general the project was in accordance with CEQA. He said more specifically the project was approved in 2010 and every transportation study document prepared since then including the Facebook EIR, the Housing Element Update, and the Commonwealth Project included the trips associated with this project approval. He said mitigation measures that some of the other projects were responsible for were accounting for the trips associated with this project.

Commissioner Onken asked if the parking share for the hotel and office building 1 was formalized noting different uses had different parking ratios. Mr. Bohannon said there was a shared parking analysis that took into account the relationship between those uses and influence of that relationship on parking demand. He said the parking count decreased in sharing uses as opposed to serving the uses discretely. Commissioner Onken asked for a rough percentage of the hotel parking in the garage. Mr. Bohannon said about 25%.

Mr. Steve Buchholz, Heller Manus Architects, said there were 921 parking spaces in parking garage 1 and the hotel share was about 250 spaces. Commissioner Onken said that was a space for every room. Mr. Mowery, Kimley-Horn and Associates, said the parking analysis started with the zoning codes parking rates for each of the individual land uses and then added into the shared parking analysis the different times those different uses peak.

Commissioner Ferrick said she liked how the project looked and was changed. She said the hotel being set back was more sensitive to nearby residential. She said she liked the addition of a bike lane on Independence but that appeared only on one side. Mr. Mowery said there was an unknown of the other parcels development in the area. He said they planned the lane on their frontage with the idea that the development of the other parcels would create the bike lane along the opposing frontage. He said it was not shown currently because there was on street parking on Independence and Constitution. He said they were proposing to remove that parking on their frontage. He said the other property owners had not been approached about removing their frontage parking, which would allow for a bike lane.

Commissioner Ferrick said she liked the positioning of the health club against the parking garage, and the canopy scrim between office buildings 1 and 2. She asked why the project was not at least LEED platinum. She asked if the garage would be built to accommodate future bus-through traffic so that future tenants would be able to have different modes of mobility.

Mr. Bohannon said they would be doing things within the project to make alternative forms of transportation as easy as possible. He said they were looking very closely at sustainability and had agreed to LEED gold. He said he thought they could do better.

Ms. Andrea Traber, principal with Integral Group, a high performance engineering sustainability firm, said they looked very closely at water and energy use and they were striving for LEED platinum. She said they were working on a net zero analysis requested by Mr. Bohannon. She said on the Independence site it was probably not possible for both hotel and office so they were looking exclusively at the office and had made many such recommendations for the project.

Commissioner Kadvany asked if they were looking at reuse of water on the site. Ms. Traber said they were looking at some of those strategies. She said with the current design they were meeting the water budget goals with a much reduced irrigation requirement and building conservation requirements. She said there were some opportunities for water reuse. She noted reuse and recycling of water associated with cooling towers. She said there was also rainwater catchment but noted the limited supply due to the drought. She said they were looking at how to access reclaimed water and meeting their water budget. Commissioner Kadvany suggested in the future, and perhaps within the period of construction, that new technology for water reuse onsite might develop and that they be prepared to incorporate. Mr. Bohannon said their direction to designers and engineers on this project was to do the most forward designs to bring into fruition feasibly and for those not yet feasible to be ready to do them looking to the future.

Commissioner Kadvany said garage 1 on the Hwy. 101 side looked plain noting redwoods in the area in front. Mr. Bohannon said that they were constrained by water availability and were balancing water use with design. Mr. Heller said the greenery strategy would occur pretty much on all sides in varying degree and they were looking at low water planting elements. He said their greenery design would move the visual of the redwoods into the background.

Commissioner Kadvany said he thought the surface interest was about 75%. Mr. Heller said they detailed the horizontal elements of the garage to create shadowing as opposed to flat surface, and noted on the Constitution Drive and Bayfront side there were screening trees.

Commissioner Onken asked if the hotel laundry would be done onsite or offsite. Mr. Moscowitz said they were studying both ways. He said offsite laundry was not necessarily more efficient.

Commission Comment: Commissioner Onken said the architecture was really good and how the hotel created its own village was well done. He complimented the meeting facilities and their flow into great outdoor great space. He said the project was isolated and not really connected to anything else beyond existing connections, but here was not much the development team could do to solve that other than buy connecting properties. He said regarding bird safe glass, the catch-22 was either there was visibility without the overlay dots or obstructed views because of the use of the overlay dots. He said the biggest bird risk would be the beautiful barrel lattice structure which he thought would be the home of seagulls and pigeons especially after they were chased out of Bayfront Park. He said the façade facing the bay was designed with bird safe consideration following the commitments that the City has made regarding façade. He moved to approve the item as recommended in that staff report.

Chair Eiref said this project was exciting and he felt the design was organically creative with references to earth and water. He said this project was setting the bar for other developments. He said he hoped that the properties between this project's buildings would be developed as well as this project. He seconded the motion.

Commissioner Bressler said he was pleased with the project.

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

1. Make a finding that the modified project will not result in any increased impacts in the areas of Air Quality, Traffic and Circulation, Utilities and Service Systems (Water Only), or Climate Change beyond those identified in the certified EIR, as described by Kimley-Horn in its memo "Updated Trip Generation and Trip Distribution for Menlo Gateway Project" and Integral Group in its memo "Menlo Gateway Project: GHG, Energy, Water Use Estimates and LEED Compliance," subject to review by the Building, Planning, Engineering and Transportation Divisions and approval by the City Manager.

2. Make a determination that the proposed modifications are compatible with other building and design elements or onsite/offsite improvements of the approved Conditional Development Permit (CDP) and will not have an adverse impact on safety and/or the character and aesthetics of the site, as outlined in the three project plan sets provided by Heller Manus Architects and Cuningham Group, consisting of 73 plan sheets, dated received April 29, 2015, and recommended by the Planning Commission on May 4, 2015, subject to review and approval of the City Manager in accordance with section 6 of the Conditional Development Permit.

3. Make a determination that the three project plan sets provided by Heller Manus Architects and Cuningham Group, consisting of 73 plan sheets, dated received April 29, 2015, in conjunction with the presentation and discussion of the modified project plans at the May 4, 2015 Planning Commission meeting, fulfill the requirement of a Planning Commission review prior to building permit submittal as specified by Section 8.12 of the Conditional Development Permit.

Motion carried 6-0 with Commissioner Combs absent.

F. COMMISSION BUSINESS

There was none.

G. STUDY SESSION

There was none.

H. INFORMATION ITEMS

There were none.

Chair Eiref and Commissioner Bressler shared their appreciation for having been able to serve on the Planning Commission. The other Commissioners thanked the outgoing Commissioners for their service. Chair Eiref also thanked staff for their quality professional work. Commissioner Bressler complimented staff on how well they moved from the Specific Plan to the Housing Element update.

ADJOURNMENT

The meeting adjourned at 9:36 p.m.

Staff Liaison: Thomas Rogers, Senior Planner

Recording Secretary: Brenda Bennett

PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF JUNE 8, 2015
AGENDA ITEM D1

LOCATION: 2191 Avy Avenue

APPLICANTS AND OWNERS: Joy Torab and Justin Dustzadeh

EXISTING USE: Single-Family Residence

PROPOSED USE: Single-Family Residence

APPLICATION: Use Permit

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

	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	5,105.0 sf	5,105.0 sf	7,000.0 sf min.
Lot width	50.0 ft.	50.0 ft.	65.0 ft. min.
Lot depth	102.2 ft.	102.1 ft.	100.0 ft. min.
Setbacks			
Front	22.7 ft.	22.1 ft.	20.0 ft. min.
Rear	31.8 ft.	47.5 ft.	20.0 ft. min.
Side (left)	5.0 ft.	11.8 ft.	5.0 ft. min.
Side (right)	5.5 ft.	3.9 ft.	5.0 ft. min.
Building coverage	1,786.2 sf 35.0 %	1,428.6 sf 30.0 %	1,786.8 sf max. 35.0 % max.
FAL (Floor Area Limit)	2,797.2 sf	1,415.3 sf	2,800.0 sf max.
Square footage by floor	1,289.7 sf/1st 1,049.3 sf/2nd 458.2 sf/attch. garage 0 sf/storage 25.0 sf/porch 13.3 sf/fireplaces	998.4 sf/1st 0 sf/2nd 331.0 sf/det. garage 85.9 sf/storage 0 sf/porch 13.3 sf/fireplace	
Square footage of building	2,835.5 sf	1,428.6 sf	
Building height	24.1 ft.	14.0 ft.	28.0 ft. max.
Parking	2 covered	1 covered	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			

Trees					
Heritage trees	0	Non-Heritage trees	9	New Trees	4
Heritage trees proposed for removal	0	Non-Heritage trees proposed for removal	7	Total Number of Trees	6

PROPOSAL

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

ANALYSIS

Site Location

The subject site is located at 2191 Avy Avenue, between Alameda de las Pulgas and Altschul Avenue. Other residences that are also in the R-1-U zoning district surround the subject parcel, in addition to unincorporated residential properties that are within the jurisdiction of San Mateo County. There is a mix of single-story and two-story structures in the vicinity of the subject site.

Project Description

The applicants are proposing to remove the existing single-story, single-family house with a detached garage, and construct a new two-story residence with an attached two-car garage. The lot is substandard with regard to lot area and lot width and the proposed project requires approval of a use permit.

The proposed residence would have a floor area of 2,797.2 square feet where 2,800 square feet is the floor area limit (FAL) and building coverage of 35 percent where 35 percent is the maximum permitted. The proposed residence would have three bedrooms and three bathrooms. There would be three bedrooms and two full bathrooms on the second floor. The first floor would have an office, combined dining and living area, open kitchen, and a full bathroom. The first floor would also contain a two-car garage with a wall separating the two stalls. The house is proposed to be 24.1 feet in height, below the maximum permissible height of 28 feet.

The proposed structure would comply with daylight plane requirements. There would be an allowed chimney projection into the daylight plane at the right side of the residence. The applicants have submitted a project description statement, Attachment C, which discusses the proposal in more detail and includes a summary of neighborhood outreach.

Design and Materials

The proposed residence is a two-story contemporary ranch style with a stucco plaster finish and an asphalt shingle roof. The siding would be a combination of stucco with cultured stone accents on the front elevation at the first and second floors. The front door is proposed to be wood. The garage door would be frosted glass with a metal frame. The windows would be wood clad with no divided lights. There would be a

combination of casement windows, sliding doors and numerous skylights. The driveway would be composed of interlocking pavers.

Although the proposal is for a two-story residence, the applicants have taken measures to use massing and detailing to relieve the perception of bulk, including the use of various sized shed and gabled roof forms. Portions of the second floor would be set well back from the ground floor, most notably at the right-front and back-left corners. Metal trellises on the front façade would break up the perceived mass of the front building wall. The residence would also be set back from the front property line slightly more than required (the main building wall would be at 22.5 feet, where 20 feet is the minimum), which could also help limit the perception of mass.

Houses on both sides are also two-stories and have two-car garage doors facing the street. The proposed house would be 24.1-feet in height. The adjacent houses have similar heights. The proposed roofline of the design is distinctive. The roof would be canted at the front and rear at the second floor. The intent of the irregularly shaped overhang is to provide shade from the south facing sun to the windows below.

The design attempts to limit the privacy impacts of the side-facing second floor windows. On the left side elevation there would be three windows for a stairwell set back 11 feet, eight inches from the first floor. A bedroom would have two windows with sill heights of three feet, six inches. A bathroom would have one window with a sill height of four feet, six inches. On the right side elevation there would be a window at the second floor hallway, set back 14 feet, five inches from the first floor, with a sill height of four feet, eight inches. There would also be a window in the master bath and two windows in the master bedroom with sill heights of three feet, six inches.

Most of the residences in the area are varied between single and two-story and represent various styles. As noted previously, the residence is located near a number of parcels that are not under City jurisdiction. Staff believes that the scale, materials, and style of the proposed residence are compatible with the neighborhood.

Trees and Landscaping

There are no Heritage trees on the project site. There are three plum trees, serving as street trees, and three plum trees in the front yard that would be removed. Three “Autumn Blaze” maple trees would be planted as replacement street trees, as recommended by the City Arborist. Another non-heritage tree in the rear yard would be removed and replaced with a new maple tree. One heritage redwood tree in the rear yard of the left side neighbor would not be located particularly close to the proposed construction. An arborist report has been prepared and is included as Attachment D, and focuses on this tree. The report determines that the redwood would be protected by standard tree protection measures, and that the removal of the existing structures may increase the overall vigor and available root space for the tree.

Correspondence

The applicants have stated that they have reached out to the adjacent neighbors regarding the proposed project, and letters of non-objection (including from both side neighbors) are included with Attachment C. Staff has not received any other correspondence from neighbors at the time of writing this report.

Conclusion

Staff believes that the scale, materials, and style of the proposed residence are in keeping with those of the greater neighborhood. The second story residence has been designed with regard to massing, articulation and detailing. Staff recommends that the Planning Commission approve the proposed project.

ENVIRONMENTAL REVIEW

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

RECOMMENDATION

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current CEQA Guidelines.

2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.

3. Approve the use permit subject to the following ***standard*** conditions:

    a. Development of the project shall be substantially in conformance with the plans prepared by Inspiroy Design, consisting of twelve plan sheets, dated received May 26, 2015, and approved by the Planning Commission on June 8, 2015, except as modified by the conditions contained herein, subject to review and approval by the Planning Division.

    b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.

    c. Prior to building permit issuance; the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.

d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.

e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage. improvements. The plans shall be submitted for review and approval of the Engineering Division.

f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.

g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.

Report prepared by:
Stephen O'Connell
Contract Planner

Report reviewed by:
Thomas Rogers
Senior Planner

PUBLIC NOTICE & APPEAL PERIOD

Public notification consisted of publishing a legal notice in the local newspaper and notification by mail of owners and occupants within a 300-foot radius of the subject property. Planning Commission action will be effective after 15 days 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 Statement
D. Arborist Report, prepared by Mayne Tree Expert Company, Inc, dated July 10, 2014

Note: Attached are reduced versions of maps and diagrams submitted by the applicants. The accuracy of the information in these drawings is the responsibility of the applicants, and verification of the accuracy by City Staff is not always possible. The

original full-scale maps, drawings and exhibits are available for public viewing at the Community Development Department.

EXHIBITS TO BE PROVIDED AT MEETING

None

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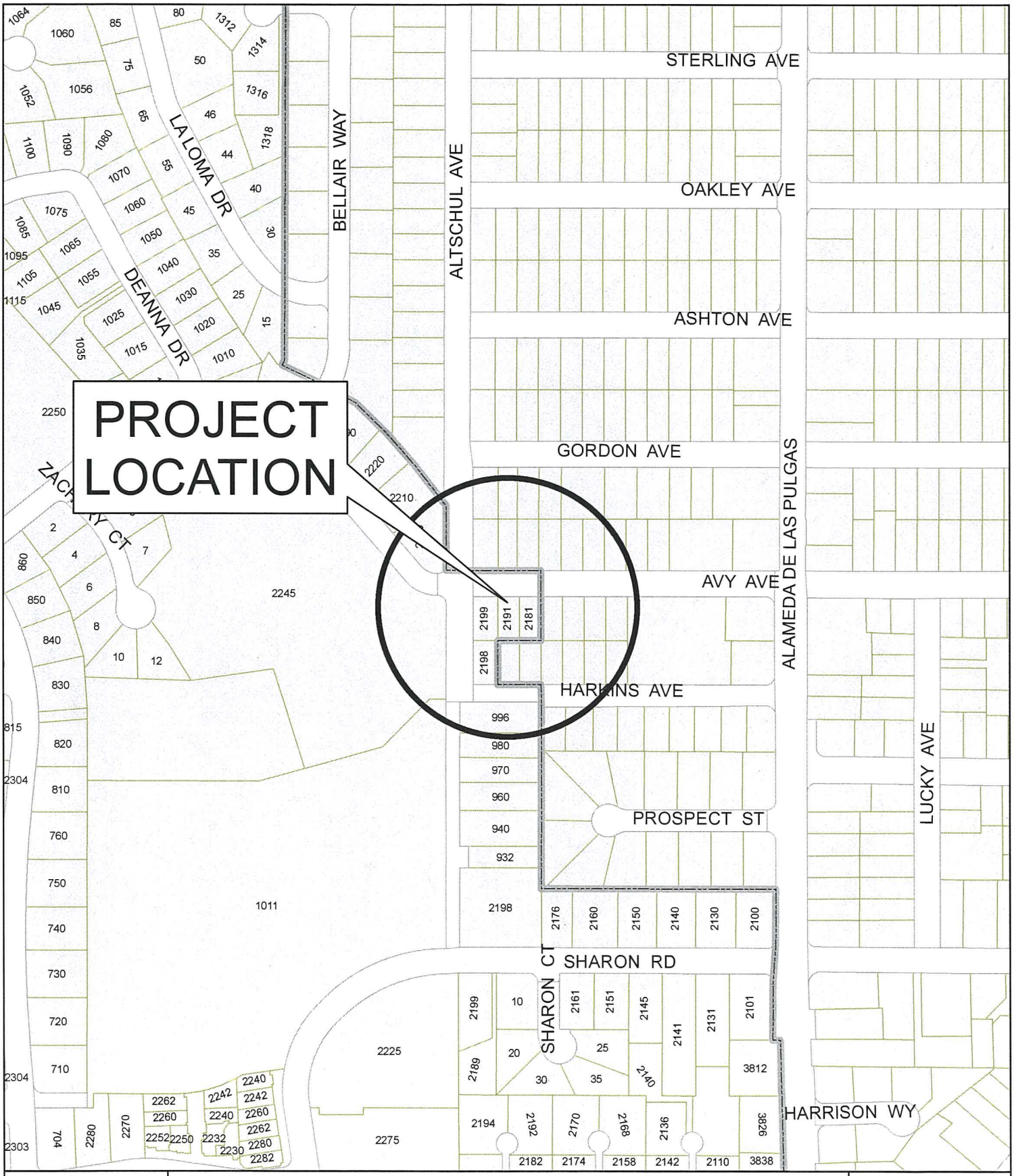


CITY OF MENLO PARK

LOCATION MAP

2191 AVY AVENUE

A1

DRAWN: THR CHECKED: THR DATE: 06/08/15 SCALE: 1" = 300' SHEET: 1

PROPOSED NEW RESIDENCE AT:

2191 AVY AVENUE, MENLO PARK CA 94025

PROJECT SCOPE:

DEMOLITION OF THE EXISTING ONE-STORY RESIDENCE AND THE EXISTING DETACHED GARAGE; CONSTRUCTION OF A NEW TWO-STORY RESIDENCE WITH ATTACHED GARAGE.

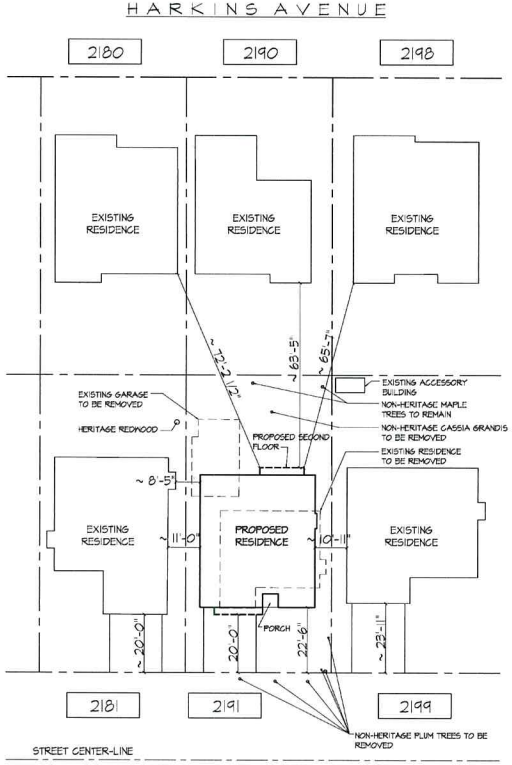
PROJECT INFORMATION:

OWNERS: JUSTIN DUSTZADEH & JOY TORAB
DESIGNER: INSPIROY DESIGN
SURVEYOR: MACLEOD & ASSOCIATES

SHEET INDEX:

STREETSCAPE

0' 8' 16' 32'



AREA PLAN: 2191 AVY AVENUE

0' 5' 10' 20'

N

INSPIROY DESIGN
2191 AVY AVENUE
MENLO PARK, CA 94025
PHONE: 650.520.5483

REVISIONS

NO.	DATE	BY	DESCRIPTION
1	2/9/15	JT	PLANNING REVIEW COMMENTS DATED 6/13/14

PROJECT NUMBER 0114

PROJECT NAME
DUSTZADEH RESIDENCE
2191 AVY AVENUE
MENLO PARK, CA 94025

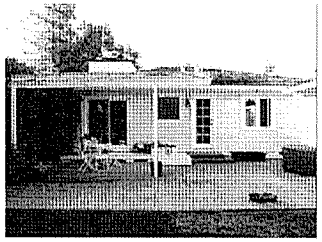
DRAWING TITLE
COVER SHEET, STREETSCAPE, AREA PLAN

SCALE: 1/16"=1'-0" & 1/20"=1'-0"
DRAWN BY: JT
DATE: 5/12/14
REVIEWED BY: JT

DRAWING NO.
A0.0

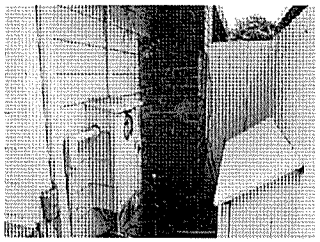
INSPIROY DESIGN
2191 AVY AVENUE
MENLO PARK, CA 94025
PHONE: 6503205489

FRONT/STREET ELEVATION

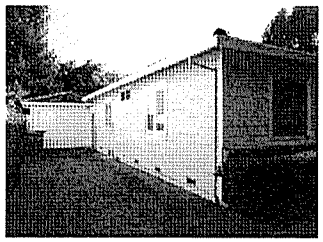


REAR ELEVATION

SIDE ELEVATION 1 (FROM BACK YARD)



SIDE ELEVATION 1 (FROM FRONT YARD)



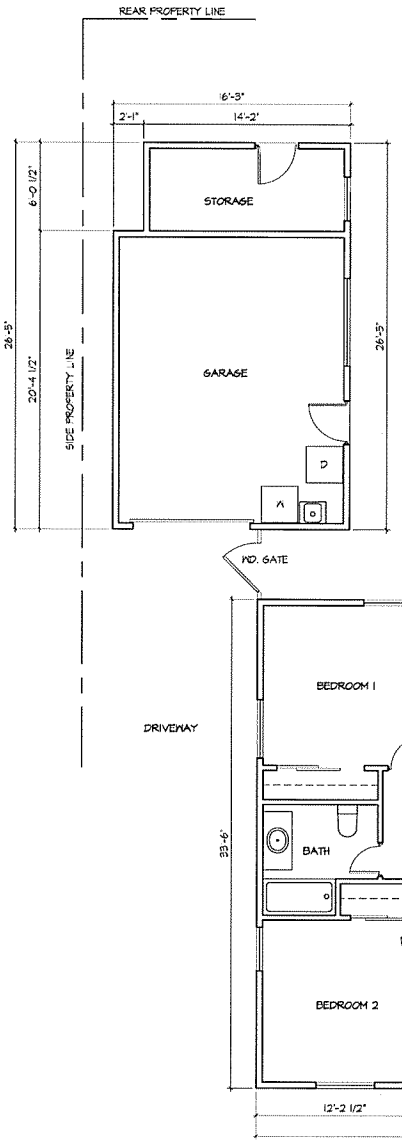
SIDE ELEVATION 2 & DETACHED GARAGE FRONT ELEVATION

DETACHED GARAGE SIDE ELEVATION 1 (FROM BACK YARD)

DETACHED GARAGE SIDE ELEVATION 2

DETACHED GARAGE REAR ELEVATION

EXISTING HOUSE & DETACHED GARAGE ELEVATIONS



SQUARE-FOOTAGE CALCULATIONS:

EXISTING MAIN HOUSE	998.40 SF
EXISTING GARAGE	331.01 SF
EXISTING STORAGE	85.90 SF
TOTAL EXISTING FLOOR AREA:	1,415.31 SF

EXISTING HOUSE & DETACHED GARAGE (TO BE DEMOLISHED)

0' 4' 8' 16'

N

REVISIONS			
NO.	DATE	BY	DESCRIPTION
1	2/4/15	JT	PLANNING REVIEW COMMENTS DATED 6/13/14

PROJECT NUMBER 0114

PROJECT NAME
DUSTZADEH RESIDENCE
2191 AVY AVENUE
MENLO PARK, CA 94025

DRAWING TITLE
EXISTING HOUSE & GARAGE - PLANS & ELEVATIONS

SCALE: 1/4"=1'-0"
DRAWN BY: JT
DATE: 5/12/14
REVISED BY: JT

DRAWING NO.
A0.1

B2

SITE ANALYSIS

ZONING R-1-U

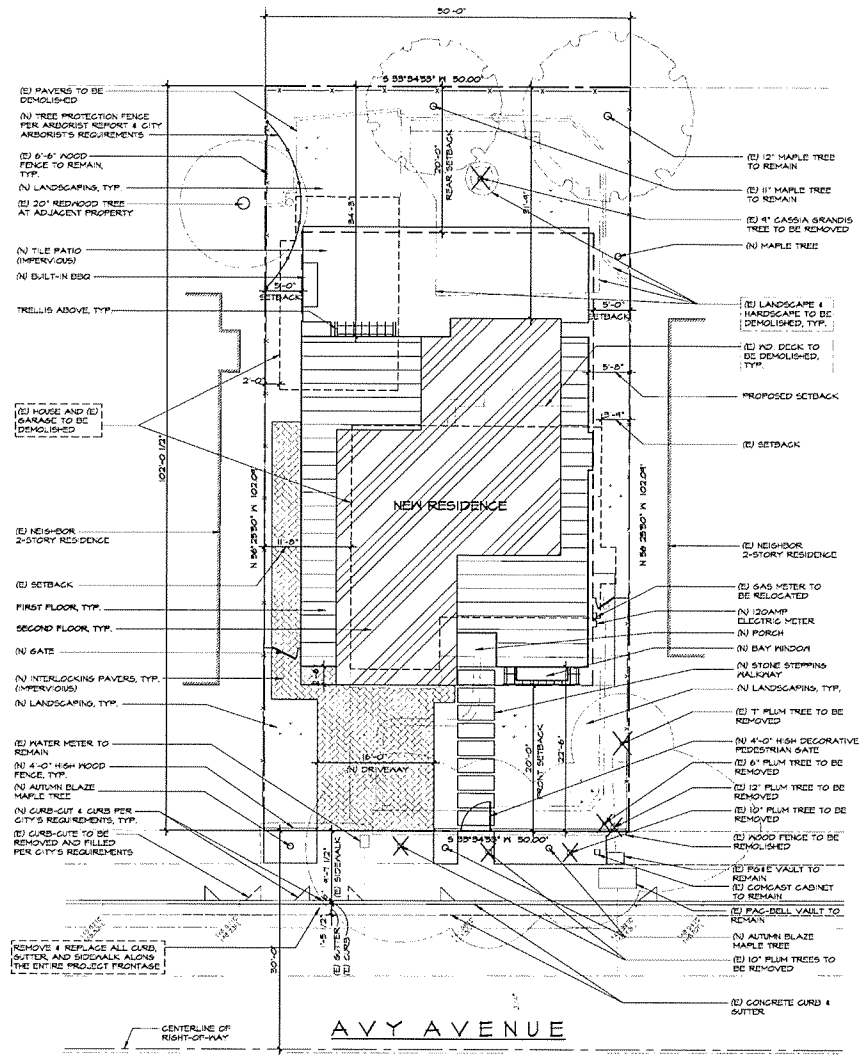
LOT AREA:	5,105.0 SF (PER TOPOGRAPHIC SURVEY)
MAX. LOT COVERAGE:	
5,105 SF x 0.35:	1,786.75 SF
TOTAL PROPOSED:	1,786.16 SF
MAX. FLOOR AREA LIMIT (FAL):	2,800.0 SF
PROPOSED FIRST FLOOR:	1,747.93 SF
PROPOSED SECOND FLOOR:	1,049.31 SF
TOTAL PROPOSED:	2,797.24 SF
LAND COVERED BY STRUCTURES:	35.0% (1,786.16 SF)
LANDSCAPING:	42.2% (2,155.84 SF)
PAVED SURFACES:	22.8% (1,163 SF)
PARKING SPACES:	2 COVERED

ALL GRADES TO REMAIN NATURAL.

ENGINEERING DIVISION NOTES:

- COORDINATE REMOVAL OF EXISTING PLUM TREES IN RIGHT-OF-WAY WITH THE CITY ARBORIST.
- AN ENCROACHMENT PERMIT SHALL BE OBTAINED FROM ENGINEERING DIVISION PRIOR TO ANY CONSTRUCTION ACTIVITIES IN THE PUBLIC RIGHT OF WAY.
- REMOVE & REPLACE ALL CURB, GUTTER, AND SIDEWALK ALONG THE ENTIRE PROJECT FRONTAGE PER CITY'S REQUIREMENTS.

B3



SITE PLAN

0' 8' 16' 32'

LEGEND

NEW LANDSCAPE
NEW BRICK PAVER
NEW RESIDENCE FIRST FLOOR
NEW RESIDENCE SECOND FLOOR
ITEMS TO BE REMOVED

N

INSPIROY DESIGN
2191 AVY AVENUE
MENLO PARK, CA 94025
PHONE: 650.520.5485

REVISIONS			
NO.	DATE	BY	DESCRIPTION
1	2/4/15	JT	PLANNING REVIEW COMMENTS DATED 6/15/14
2	5/4/15	JT	PLANNING REVIEW COMMENTS DATED 4/23/15

PROJECT NUMBER 0114

PROJECT NAME
DUSTZADEH RESIDENCE
2191 AVY AVENUE
MENLO PARK, CA 94025

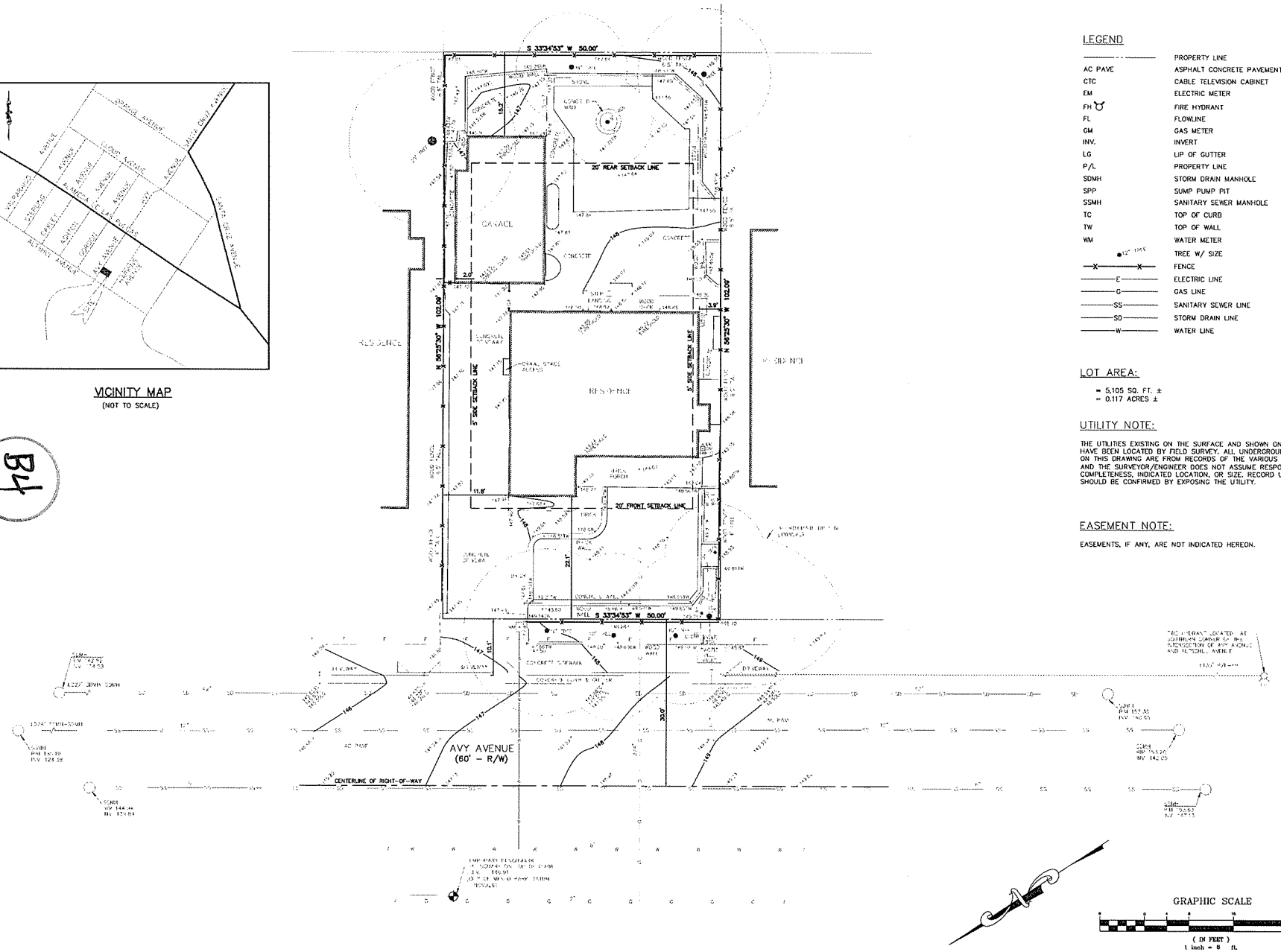
DRAWING TITLE
PROPOSED SITE PLAN

SCALE: 1/8"=1'-0"
DRAWN BY: JT
DATE: 5/12/14
REVIEWED BY: JT

DRAWING NO.
A0.2

VICINITY MAP
(NOT TO SCALE)

B1



LEGEND

	PROPERTY LINE
AC PAVE	ASPHALT CONCRETE PAVEMENT
CTC	CABLE TELEVISION CABINET
EM	ELECTRIC METER
FH	FIRE HYDRANT
FL	FLOWLINE
GM	GAS METER
INV.	INVERT
LG	LIP OF GUTTER
P/L	PROPERTY LINE
SDMH	STORM DRAIN MANHOLE
SPP	SUMP PUMP PIT
SSMH	SANITARY SEWER MANHOLE
TC	TOP OF CURB
TW	TOP OF WALL
WM	WATER METER
	TREE W/ SIZE
-X-X-	FENCE
-E-	ELECTRIC LINE
-G-	GAS LINE
-SS-	SANITARY SEWER LINE
-SD-	STORM DRAIN LINE
-W-	WATER LINE

LOT AREA:

= 5,105 SQ. FT. ±
= 0.117 ACRES ±

UTILITY NOTE:

THE UTILITIES EXISTING ON THE SURFACE AND SHOWN ON THIS DRAWING HAVE BEEN LOCATED BY FIELD SURVEY. ALL UNDERGROUND UTILITIES SHOWN ON THIS DRAWING ARE FROM RECORDS OF THE VARIOUS UTILITY COMPANIES AND THE SURVEYOR/ENGINEER DOES NOT ASSUME RESPONSIBILITY FOR THEIR COMPLETENESS, INDICATED LOCATION, OR SIZE. RECORD UTILITY LOCATION SHOULD BE CONFIRMED BY EXPOSING THE UTILITY.

EASEMENT NOTE:

EASEMENTS, IF ANY, ARE NOT INDICATED HEREON.

GRAPHIC SCALE
(IN FEET)
1 inch = 8 ft.

NO.	DESCRIPTION	BY:	DATE:

LICENSED LAND SURVEYOR No. 5304 STATE OF CALIFORNIA

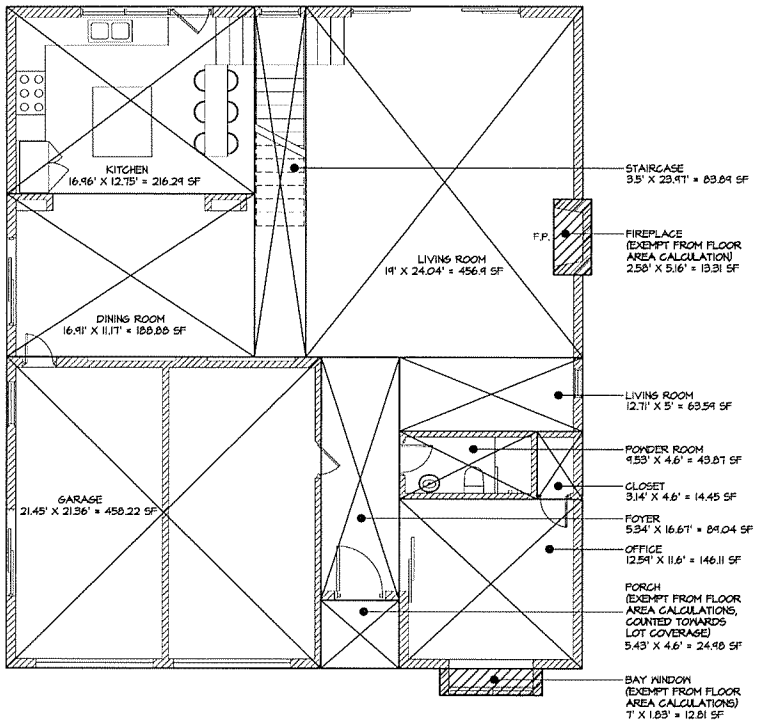
MacLEOD AND ASSOCIATES
CIVIL ENGINEERING - LAND SURVEYING
965 CENTER STREET-SAN CARLOS-CA 94070-(650) 593-8580

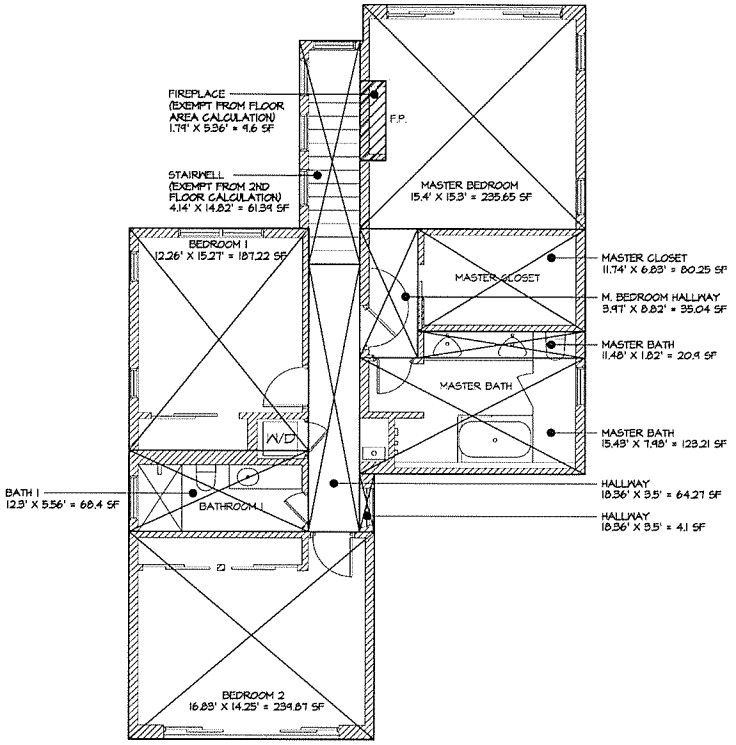
PREPARED FOR:
JOY TORAB

TOPOGRAPHIC SURVEY PLAN
2191 AVY AVENUE
A.P.N. 074-083-110
LOT 27, BLOCK 1, D MAPS 52
MENLO PARK SAN MATEO COUNTY CALIFORNIA

DRAWN BY:	DJK
DESIGNED BY:	---
CHECKED BY:	DGM
SCALE:	1"=8'
DATE:	01-30-14
DRAWING NO.	3945-TOPO
SHEET	1 OF 1

INSPIROT DESIGN
2191 AVY AVENUE
MENLO PARK, CA 94025
PHONE: 650.520.5488





FIRST FLOOR: SQUARE-FOOTAGE CALCULATION

0' 4' 8' 16'

FIRST FLOOR:

GARAGE	458.22 SF
OFFICE	146.11 SF
LIVING ROOM	507.18 SF (456.9 + 63.59 - 13.31 (FIREPLACE)=503.88 SF)
DINING ROOM	188.88 SF
KITCHEN	216.29 SF
CLOSET	14.45 SF
FOYER	89.04 SF
STAIRCASE	83.89 SF
POWDER ROOM	43.87 SF

TOTAL FLOOR AREA PROPOSED: 1,747.93 SF

TOTAL SITE COVERAGE PROPOSED: 1,786.16 SF (FLOOR AREA + FIREPLACE + PORCH)

TOTAL ALLOWED SITE COVERAGE: 1,786.75 SF
TOTAL PROPOSED: 99.9%

SECOND FLOOR: SQUARE-FOOTAGE CALCULATION

0' 4' 8' 16'

SECOND FLOOR:

MASTER BEDROOM	226.05 SF (235.65 - 9.6 (FIREPLACE))
MASTER BEDROOM HALLWAY	35.04 SF
MASTER CLOSET	80.25 SF
MASTER BATH	144.11 SF (20.9 + 123.21)
HALLWAY	68.37 SF (64.27 + 4.1)
BEDROOM 1	187.22 SF
BEDROOM 2	239.87 SF
BATH 1	68.4 SF

TOTAL FLOOR AREA PROPOSED: 1,049.31 SF

TOTAL ALLOWED FLOOR AREA: 2,800 SF

TOTAL PROPOSED (1ST + 2ND): 2,797.24 SF
TOTAL PROPOSED: 99.9%

N

REVISIONS			
NO.	DATE	BY	DESCRIPTION
1	2/4/15	JT	PLANNING REVIEW COMMENTS DATED 6/13/14

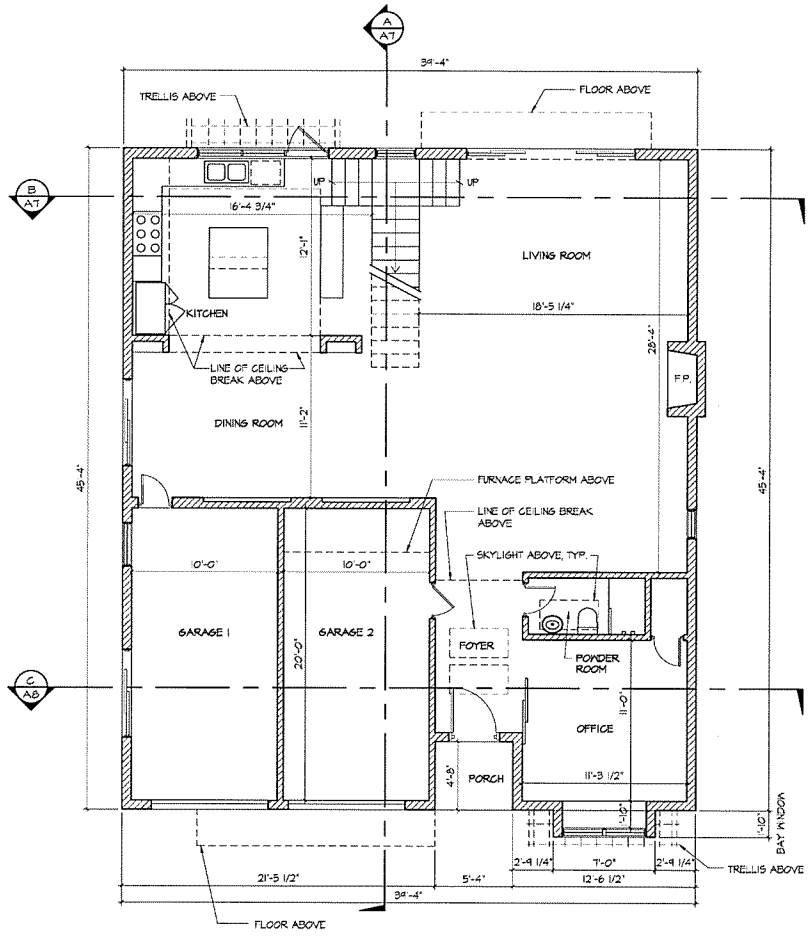
PROJECT NUMBER 0114

PROJECT NAME
DUSTZADEH RESIDENCE
2191 AVY AVENUE
MENLO PARK, CA 94025

DRAWING TITLE
SQUARE-FOOTAGE CALCULATIONS

SCALE: 1/4"=1'-0"
DRAWN BY: JT
DATE: 5/12/14
REVIEWED BY: JT

DRAWING NO.
A1



NEW FLOOR PLAN - FIRST FLOOR

0' 4' 8' 16'

WALL LEGEND

NEW WOOD STUD WALL

N

INSPIROY DESIGN
2191 AVY AVENUE
MENLO PARK, CA 94025
PHONE: 6505205483

REVISIONS

NO.	DATE	BY	DESCRIPTION
1	3/4/15	JT	PLANNING REVIEW COMMENTS DATED 6/18/14

PROJECT NUMBER 0114

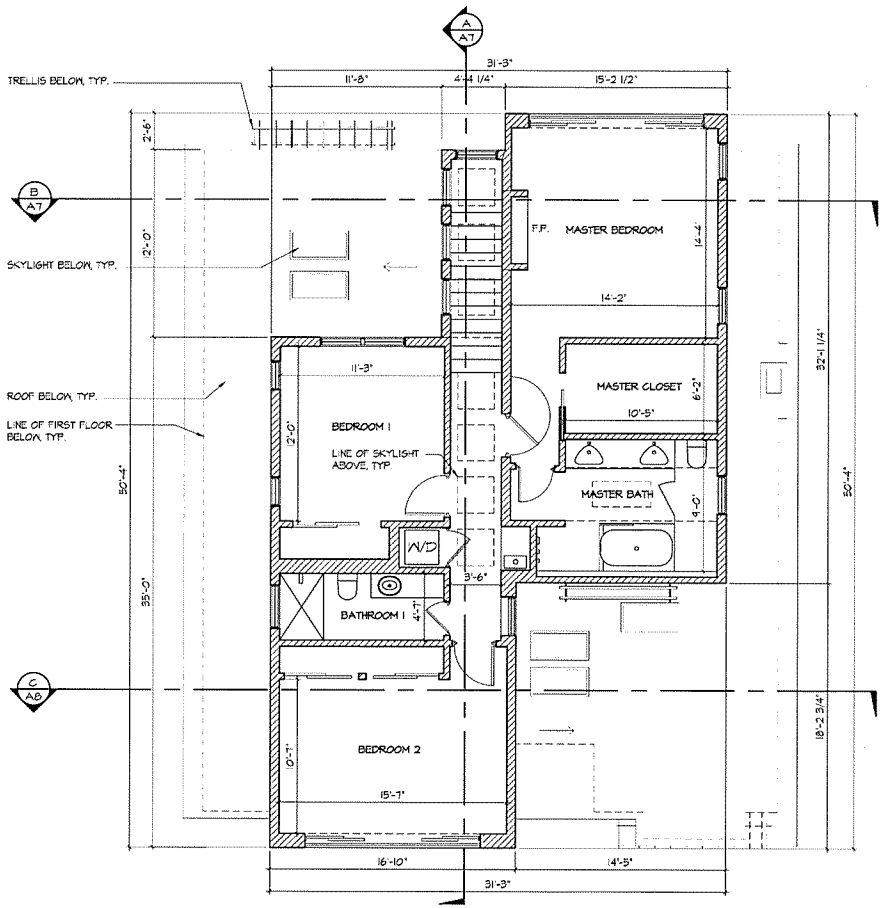
PROJECT NAME
DUSTZADEH RESIDENCE
2191 AVY AVENUE
MENLO PARK, CA 94025

DRAWING TITLE
PROPOSED FLOOR PLAN - FIRST FLOOR

SCALE: 1/4"=1'-0"
DRAWN BY: JT
DATE: 5/12/14
REVISED BY: JT

DRAWING NO.
A2

B7



NEW FLOOR PLAN - SECOND FLOOR

0' 4' 8' 16'

WALL LEGEND

NEW WOOD STUD WALL

N

INSPIROY DESIGN
2191 AVY AVENUE
MENLO PARK, CA 94025
PHONE: 6505205483

REVISIONS			
NO.	DATE	BY	DESCRIPTION
1	2/4/15	JT	PLANNING REVIEW COMMENTS DATED 6/13/14

PROJECT NUMBER 0114

PROJECT NAME
DUSTZADEH RESIDENCE
2191 AVY AVENUE
MENLO PARK, CA 94025

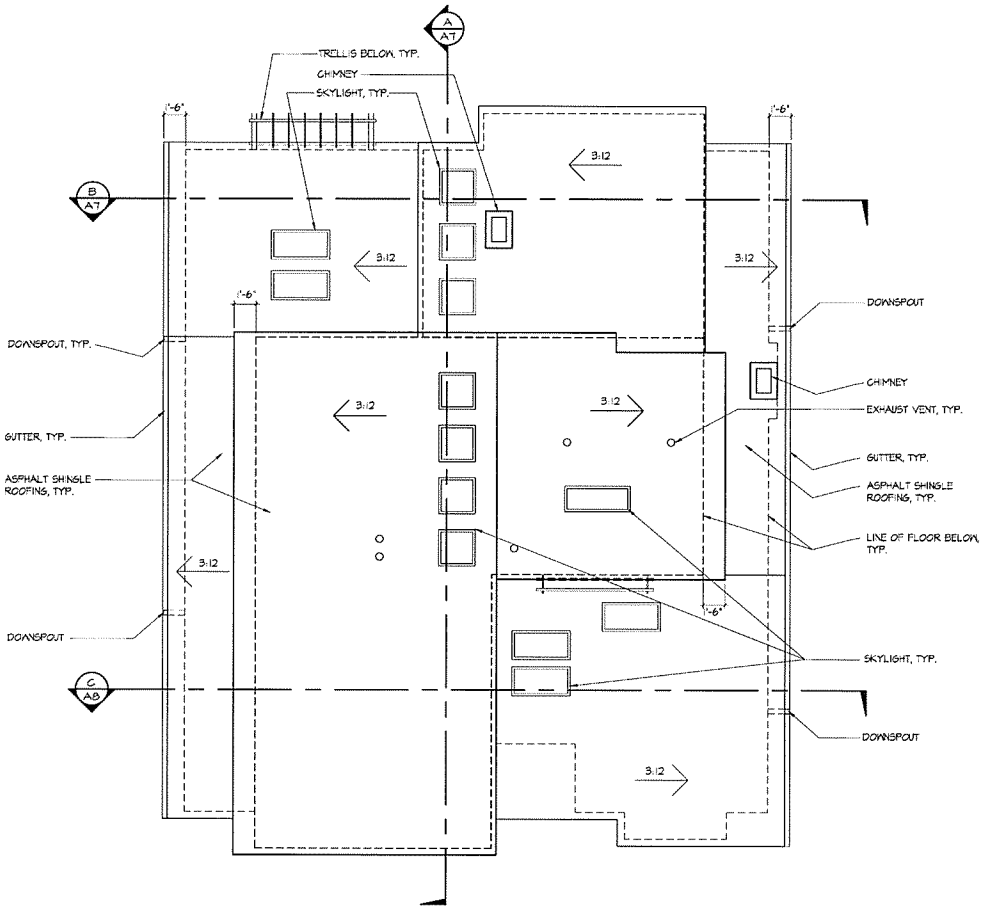
DRAWING TITLE
PROPOSED FLOOR PLAN - SECOND FLOOR

SCALE: 1/4"=1'-0"
DRAWN BY: JT
DATE: 5/12/14
REVIEWED BY: JT

DRAWING NO.
A3

INSPIROY DESIGN
2191 AVY AVENUE
MENLO PARK, CA 94025
PHONE: 650.520.5483

B2



NEW ROOF PLAN

0' 4' 8' 16'

N

REVISIONS			
NO.	DATE	BY	DESCRIPTION
1	2/9/15	JT	PLANNING REVIEW COMMENTS DATED 8/15/14
2	3/4/15	JT	PLANNING REVIEW COMMENTS DATED 4/23/15

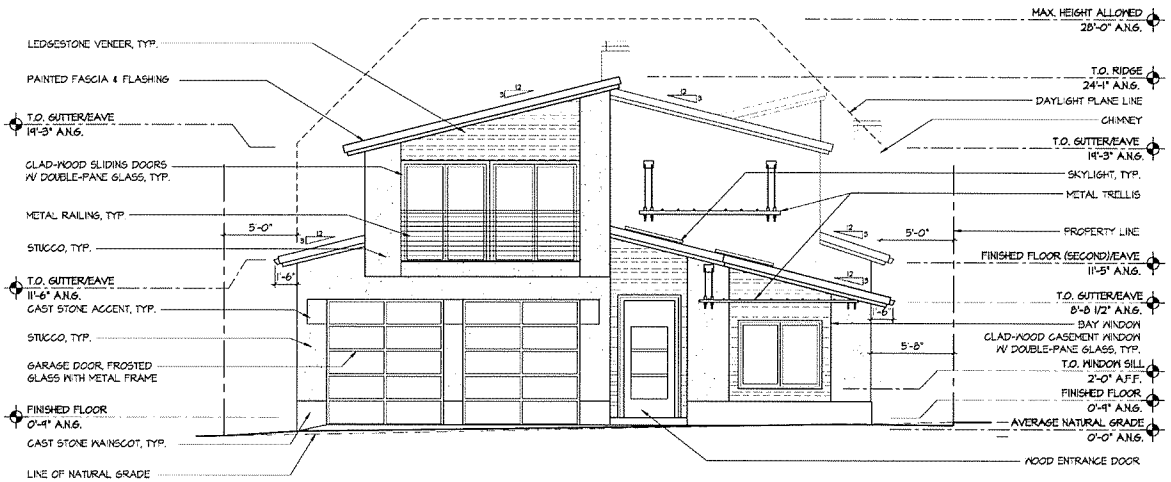
PROJECT NUMBER 0114

PROJECT NAME
DUSTZADEH RESIDENCE
2191 AVY AVENUE
MENLO PARK, CA 94025

DRAWING TITLE
PROPOSED ROOF PLAN

SCALE: 1/4"=1'-0"
DRAWN BY: JT
DATE: 5/12/14
REVISED BY: JT

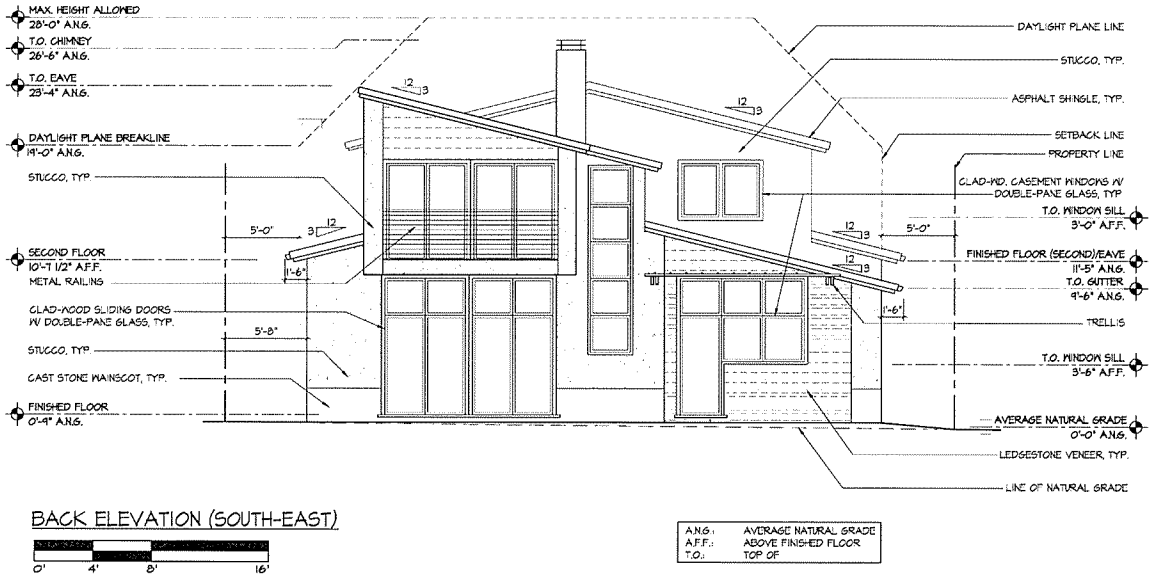
DRAWING NO.
A4



FRONT ELEVATION (NORTH-WEST)

0' 4' 8' 16'

A.N.G.:	AVERAGE NATURAL GRADE
A.F.F.:	ABOVE FINISHED FLOOR
T.O.:	TOP OF



BACK ELEVATION (SOUTH-EAST)

0' 4' 8' 16'

A.N.G.:	AVERAGE NATURAL GRADE
A.F.F.:	ABOVE FINISHED FLOOR
T.O.:	TOP OF

B9

INSPIROY DESIGN
2191 AVY AVENUE
MENLO PARK, CA 94025
PHONE: 650.520.5483

REVISIONS			
NO.	DATE	BY	DESCRIPTION
1	2/4/15	JT	PLANNING REVIEW COMMENTS DATED 6/18/14
2	5/4/15	JT	PLANNING REVIEW COMMENTS DATED 4/23/15

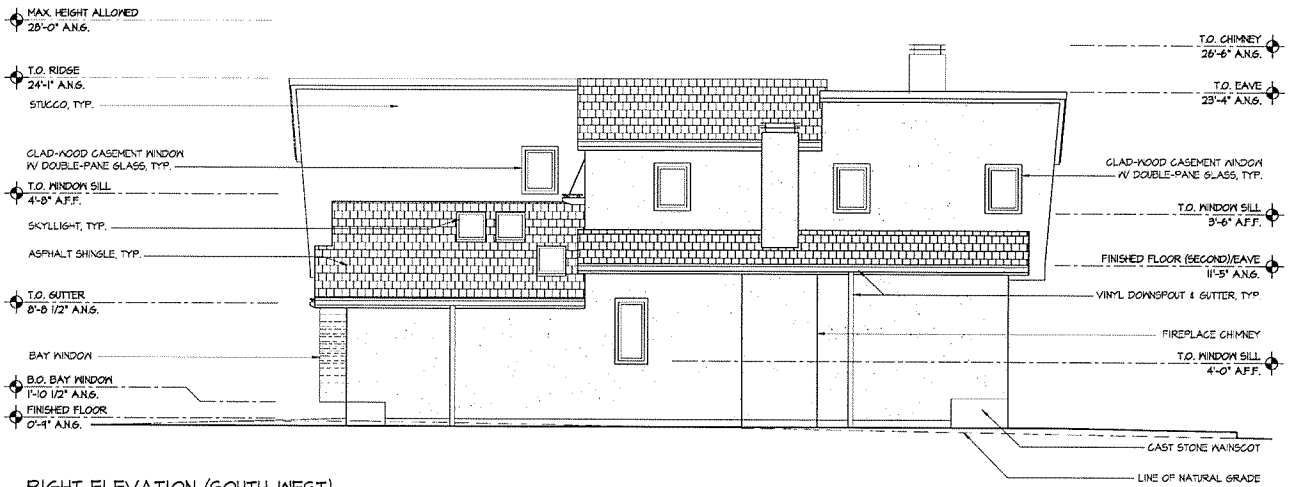
PROJECT NUMBER 0114

PROJECT NAME
DUSTZADEH RESIDENCE
2191 AVY AVENUE
MENLO PARK, CA 94025

DRAWING TITLE
PROPOSED EXTERIOR ELEVATIONS

SCALE: 1/4"=1'-0"
DRAWN BY: JT
DATE: 5/12/14
REVIEWED BY: JT

DRAWING NO.
A5

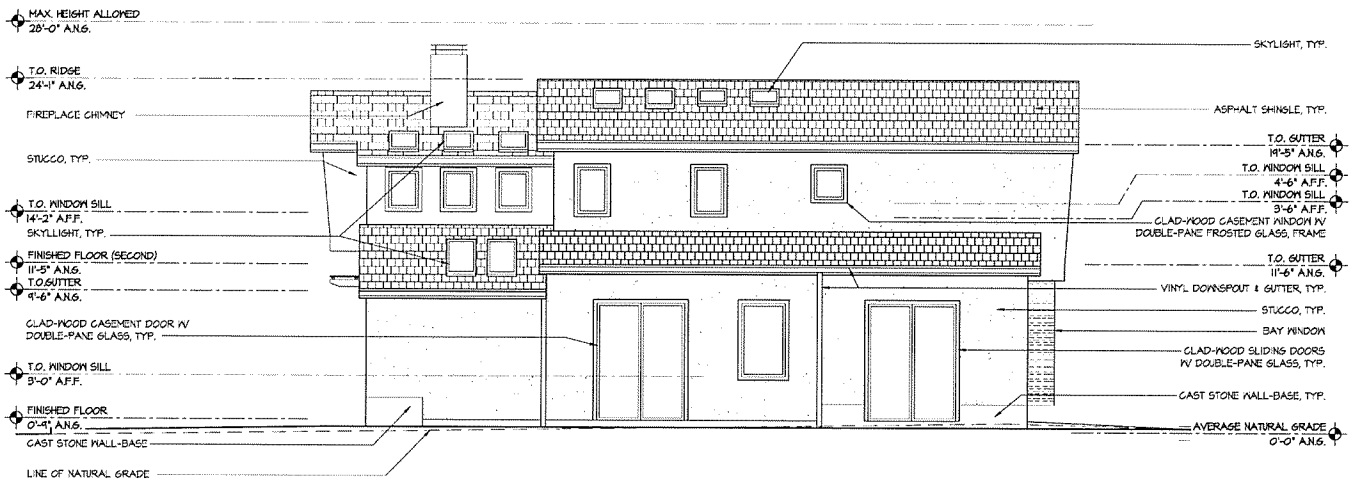


A10

RIGHT ELEVATION (SOUTH-WEST)

0' 4' 8' 16'

A.N.G.	AVERAGE NATURAL GRADE
A.F.F.	ABOVE FINISHED FLOOR
T.O.	TOP OF



LEFT ELEVATION (NORTH-EAST)

0' 4' 8' 16'

A.N.G.	AVERAGE NATURAL GRADE
A.F.F.	ABOVE FINISHED FLOOR
T.O.	TOP OF

INSPIROY DESIGN
2191 AVY AVENUE
MENLO PARK, CA 94025
PHONE: 650.320.5403

REVISIONS

NO.	DATE	BY	DESCRIPTION
1	2/4/15	JT	PLANNING REVIEW COMMENTS DATED 6/13/14
2	5/4/15	JT	PLANNING REVIEW COMMENTS DATED 4/29/15

PROJECT NUMBER 0114

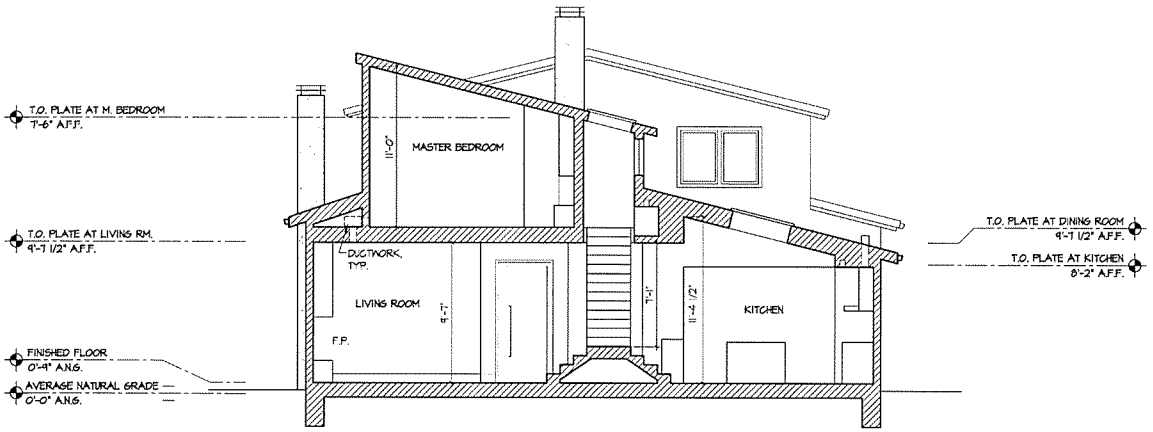
PROJECT NAME
DUSTZADEH RESIDENCE
2191 AVY AVENUE
MENLO PARK, CA 94025

DRAWING TITLE
PROPOSED EXTERIOR ELEVATIONS

SCALE: 1/4"=1'-0"
DRAWN BY: JT
DATE: 5/12/14
REVISED BY: JT

DRAWING NO.
A6

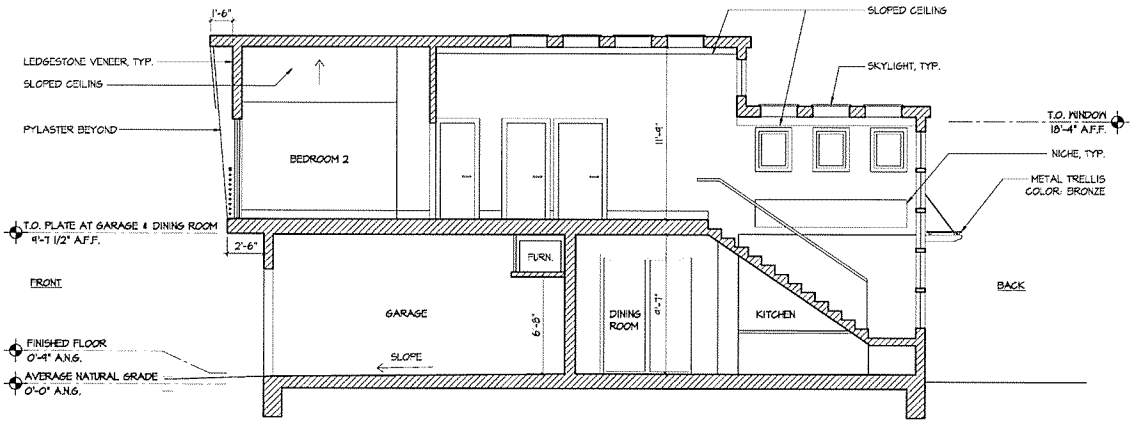
INSPIROT DESIGN
2191 AVY AVENUE
MENLO PARK, CA 94025
PHONE: 650.520.5483



B11

SECTION "B"

0' 4' 8' 16'



SECTION "A"

0' 4' 8' 16'

LENSE FLUSHED WITH CEILING TO BE INSTALLED FOR SKYLIGHTS.

REVISIONS			
NO.	DATE	BY	DESCRIPTION
1	2/4/15	JT	PLANNING REVIEW COMMENTS DATED 6/13/14
2	5/4/15	JT	PLANNING REVIEW COMMENTS DATED 4/23/15

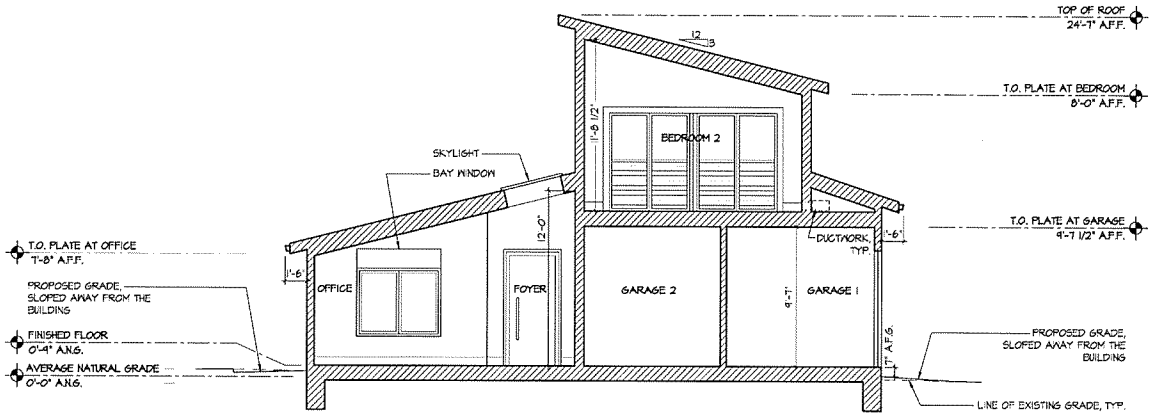
PROJECT NUMBER 0114

PROJECT NAME
DUSTZADEH RESIDENCE
2191 AVY AVENUE
MENLO PARK, CA 94025

DRAWING TITLE
BUILDING SECTIONS

SCALE: 1/4"=1'-0"
DRAWN BY: JT
DATE: 5/12/14
REVIEWED BY: JT

DRAWING NO.
A7



B/2

SECTION "C"

0' 4' 8' 16'

LENSE FLUSHED WITH CEILING TO BE INSTALLED FOR SKYLIGHTS.

INSPIROY DESIGN
2191 AVY AVENUE
MENLO PARK, CA 94025
PHONE: 6505205469

REVISIONS

NO.	DATE	BY	DESCRIPTION
1	2/4/15	JT	PLANNING REVIEW COMMENTS DATED 8/13/14
2	5/4/15	JT	PLANNING REVIEW COMMENTS DATED 4/23/15

PROJECT NUMBER 0114

PROJECT NAME
DUSTZADEH RESIDENCE
2191 AVY AVENUE
MENLO PARK, CA 94025

DRAWING TITLE
BUILDING SECTIONS

SCALE: 1/4"=1'-0"
DRAWN BY: JT
DATE: 5/12/14
REVISED BY: JT

DRAWING NO.
A8

From: Joy Torab & Justin Dustzadeh
2191 Avy Avenue
Menlo Park, CA 94025

To: Planning Division
City of Menlo Park
701 Laurel Street
Menlo Park, CA 94025

Date: March 8, 2015

Re.: Project Description Letter

Dear Planning Division Official,

This is a request for a Use Permit application for our property located at 2191 Avy Avenue in Menlo Park, where we currently live.

The property is 5,105 sq. ft. per a topographic survey that was recently conducted as part of this application and is a substandard lot in regard to width and lot size.

The property is located in R-1-U zone. There are one single-story, single-family residence and one detached one-car garage on the property, both built in 1953.

It is proposed to demolish the existing structures on the property and build a new two-story, single-family residence with a two-car attached garage.

The project plans have been provided to all surrounding neighbors, including the two rear neighbors, both side neighbors, and the three neighbors across street from our property. All have signed letters of support (see attached).

As residents of Menlo Park for over 12 years, we look forward to working with the City of Menlo Park and the Planning Division to obtain all necessary approvals for the construction of our new home.

Please feel free to contact us at 650-520-5483 with any questions regarding this application.

Sincerely,

Joy Torab

Justin Dustzadeh

C1

LETTER OF SUPPORT FROM ADJACENT NEIGHBORS FOR USE PERMIT APPLICATION 'PLN2014-00034'

Owners	Justin Dustzadeh and Joy Torab
Project Address	2191 Avy Avenue, Menlo Park, CA 94025
Scope of Work	Request for a use permit to demolish the existing single-story, single-family residence and detached garage, and construct a new two-story, single-family residence.
Project Status	Use permit application submitted to the Planning Division of the City of Menlo Park on May 12, 2014.

TO BE COMPLETED BY NEIGHBOR

I (~~We~~), Lieve Mertens, am (are) the owner(s) of property located at 2181 Avy Ave, Menlo Park, CA 94025, which is an adjoining property (including across the street) to the project address. I (We) have reviewed the project's design and plans dated 5/12/14, revision '1' dated 2/9/15.

☒ I/We support and have **no objection** to the above-mentioned project.

☐ I/We **object** to the use permit application.

Neighbor Signature — Date: 3/1/2015

Lieve MERTENS

Print Name

C2

LETTER OF SUPPORT FROM ADJACENT NEIGHBORS FOR USE PERMIT APPLICATION 'PLN2014-00034'

Owners	Justin Dustzadeh and Joy Torab
Project Address	2191 Avy Avenue, Menlo Park, CA 94025
Scope of Work	Request for a use permit to demolish the existing single-story, single-family residence and detached garage, and construct a new two-story, single-family residence.
Project Status	Use permit application submitted to the Planning Division of the City of Menlo Park on May 12, 2014.

TO BE COMPLETED BY NEIGHBOR

I (We), Dana Dodlin, am (are) the owner(s) of property located at 2199 Avy Avenue, Menlo Park, CA 94025, which is an adjoining property (including across the street) to the project address. I (We) have reviewed the project's design and plans dated 5/12/14, revision '1' dated 2/9/15.

☑ I/We support and have **no objection** to the above-mentioned project.

☐ I/We **object** to the use permit application.

Dana Dodlin — 2/16/15

Neighbor Signature — Date

Dana Dodlin

Print Name

C3

LETTER OF SUPPORT FROM ADJACENT NEIGHBORS FOR USE PERMIT APPLICATION 'PLN2014-00034'

Owners	Justin Dustzadeh and Joy Torab
Project Address	2191 Avy Avenue, Menlo Park, CA 94025
Scope of Work	Request for a use permit to demolish the existing single-story, single-family residence and detached garage, and construct a new two-story, single-family residence.
Project Status	Use permit application submitted to the Planning Division of the City of Menlo Park on May 12, 2014.

TO BE COMPLETED BY NEIGHBOR

I (We), THOMAS T. MEIN + FARIDA I MEIN am (are) the owner(s) of property located at 2180 AVY AVE, Menlo Park, CA 94025, which is an adjoining property (including across the street) to the project address. I (We) have reviewed the project's design and plans dated 5/12/14, revision '1' dated 2/9/15.

☒ I/We support and have **no objection** to the above-mentioned project.

☐ I/We **object** to the use permit application.

Thomas T. Mein Farida I Mein 2/14/2015

Neighbor Signature Date

THOMAS T. MEIN FARIDA I MEIN

Print Name

C4

LETTER OF SUPPORT FROM ADJACENT NEIGHBORS FOR USE PERMIT APPLICATION 'PLN2014-00034'

Owners	Justin Dustzadeh and Joy Torab
Project Address	2191 Avy Avenue, Menlo Park, CA 94025
Scope of Work	Request for a use permit to demolish the existing single-story, single-family residence and detached garage, and construct a new two-story, single-family residence.
Project Status	Use permit application submitted to the Planning Division of the City of Menlo Park on May 12, 2014.

TO BE COMPLETED BY NEIGHBOR

I ~~(We)~~, HELEN STAY, am ~~(are)~~ the owner(s) of property located at 2190 AVY AVE, Menlo Park, CA 94025, which is an adjoining property (including across the street) to the project address. I (We) have reviewed the project's design and plans dated 5/12/14, revision '1' dated 2/9/15.

☒ I/We support and have **no objection** to the above-mentioned project.

☐ I/We **object** to the use permit application.

Helen Stay — Neighbor Signature

2/15/15 — Date

HELEN STAY — Print Name

C5

LETTER OF SUPPORT FROM ADJACENT NEIGHBORS FOR USE PERMIT APPLICATION 'PLN2014-00034'

Owners	Justin Dustzadeh and Joy Torab
Project Address	2191 Avy Avenue, Menlo Park, CA 94025
Scope of Work	Request for a use permit to demolish the existing single-story, single-family residence and detached garage, and construct a new two-story, single-family residence.
Project Status	Use permit application submitted to the Planning Division of the City of Menlo Park on May 12, 2014.

TO BE COMPLETED BY NEIGHBOR

I (We), RISE KRAG, am (are) the owner(s) of property located at 2198 AVY AVE., Menlo Park, CA 94025, which is an adjoining property (including across the street) to the project address. I (We) have reviewed the project's design and plans dated 5/12/14, revision '1' dated 2/9/15.

☑ I/We support and have **no objection** to the above-mentioned project.

☐ I/We **object** to the use permit application.

Rise Krag — 2/14/15

Neighbor Signature — Date

RISE KRAG

Print Name

C6

LETTER OF SUPPORT FROM ADJACENT NEIGHBORS FOR USE PERMIT APPLICATION 'PLN2014-00034'

Owners	Justin Dustzadeh and Joy Torab
Project Address	2191 Avy Avenue, Menlo Park, CA 94025
Scope of Work	Request for a use permit to demolish the existing single-story, single-family residence and detached garage, and construct a new two-story, single-family residence.
Project Status	Use permit application submitted to the Planning Division of the City of Menlo Park on May 12, 2014.

TO BE COMPLETED BY NEIGHBOR

I (We), Gary & Beth Thurston, am (are) the owner(s) of property located at 2198 Harkins drive, Menlo Park, CA 94025, which is an adjoining property (including across the street) to the project address. I (We) have reviewed the project's design and plans dated 5/12/14, revision '1' dated 2/9/15.

☒ I/We support and have **no objection** to the above-mentioned project.

☐ I/We **object** to the use permit application.

Neighbor Signature — Date: 2-22-15

Gary Thurston
Print Name

C7

LETTER OF SUPPORT FROM ADJACENT NEIGHBORS FOR USE PERMIT APPLICATION 'PLN2014-00034'

Owners	Justin Dustzadeh and Joy Torab
Project Address	2191 Avy Avenue, Menlo Park, CA 94025
Scope of Work	Request for a use permit to demolish the existing single-story, single-family residence and detached garage, and construct a new two-story, single-family residence.
Project Status	Use permit application submitted to the Planning Division of the City of Menlo Park on May 12, 2014.

TO BE COMPLETED BY NEIGHBOR

I (We), Steve & Tory Koblick, am (are) the owner(s) of property located at 2190 Harkins Ave, Menlo Park, CA 94025, which is an adjoining property (including across the street) to the project address. I (We) have reviewed the project's design and plans dated 5/12/14, revision '1' dated 2/9/15.

☒ I/We support and have **no objection** to the above-mentioned project.

☐ I/We **object** to the use permit application.

Neighbor Signature — Date

Steve Koblick, Tory Koblick
Print Name

Mayne Tree Expert Company, Inc.

ESTABLISHED 1931 — STATE CONTRACTOR'S LICENSE NO. 276793

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

RICHARD L. HUNTINGTON
PRESIDENT

JEROMEY INGALLS
CONSULTANT/ESTIMATOR

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

TELEPHONE: (650) 593-4400
FACSIMILE: (650) 593-4443
EMAIL: info@maynetree.com

July 10, 2014

Ms. Joy Torab
2191 Avy Ave.
Menlo Park, CA 94025

Dear Ms. Torab,

At your request, I visited the above site on July 7, 2014. The purpose of my visit was to inspect and comment on a Redwood tree located on the neighbor's property that will be partially impacted by the demolition of the existing home and the construction a new home on an adjacent lot.

Limitations of the inspection

The inspection of the neighbor's tree was completed by looking over a fence into their rear yard. I accept no responsibility for any unknown or any unseen defects associated with the Redwood tree on this report.

Method

I estimated the trunk diameter of this tree to be approximately 20 inches at 4 feet high. The height of the tree is approximately 45 feet and the canopy spread is about 30 feet. I gave the tree a condition rating of 85 percent. This rating is based on form and vitality and can be further defined by the following table:

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

Observations

This Redwood tree is located at the back right corner on the neighbor's property, approximately 18 inches from the property line fence. The canopy appears to be healthy and vigorous with no signs of stress or tip dieback.

P1

Plan review

The demolition of the existing home and construction of the new home will affect approximately 25 percent of the Redwood tree's root zone. The removal of the existing structures should increase the available root zone and the footprint of the new home will be farther away than the existing structures. This situation should potentially increase the overall vigor and available root space for the tree.

Care should be taken when demolishing the existing garage not to damage unseen roots. Removing all concrete and asphalt at 90 degrees away from the trunk will minimize any potential root damage.

CITY OF MENLO PARK TREE PROTECTION SPECIFICATIONS

1. A protective barrier of 6-foot chain link fencing shall be installed around the dripline of protected tree(s). The fencing can be moved within the dripline if authorized by the Project Arborist or the City Arborist, but not closer than 2 feet from the trunk of any tree. Fence posts shall be 1.5 inches in diameter and are to be driven 2 feet into the ground. The distance between posts shall not be more than 10 feet. This enclosed area is the Tree Protection Zone (TPZ). I have drawn in on the provided site map the approximate location of the Tree Protection Fencing.

2. Movable barriers of chain link fencing secured to cement blocks can be substituted for "fixed" fencing if the Project Arborist and City Arborist agree that the fencing will have to be moved to accommodate certain phases of construction. The builder may not move the fence without authorization from the Project Arborist or City Arborist.

3. **Avoid the following conditions.**
   DO NOT:
   a. Allow runoff or spillage of damaging materials into the area below any tree canopy.
   b. Store materials, stockpile soil, or park or drive vehicles within the TPZ.
   c. Cut, break, skin, or bruise roots, branches, or trunks without first obtaining authorization from the City Arborist.
   d. Allow fires under and adjacent to trees.
   e. Discharge exhaust into foliage.
   f. Secure cable, chain, or rope to trees or shrubs.
   g. Trench, dig, or otherwise excavate within the dripline or TPZ of the tree(s) without first obtaining authorization from the City Arborist.
   h. Apply soil sterilants under pavement near existing trees.

4. Only excavation by hand or compressed air shall be allowed within the driplines of trees. Machine trenching shall not be allowed.

5. Avoid injury to tree roots. When a ditching machine, which is being used outside of the dripline of trees, encounters roots smaller than 2 inches, the wall of the trench adjacent to the trees shall be hand trimmed, making clear, clean cuts through the roots. All damaged, torn, and cut roots shall be given a clean cut to remove ragged edges, which promote decay. Trenches shall be filled within 24 hours, but, where this is not possible, the side of the trench adjacent to the trees shall be kept shaded with four layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet. Roots 2 inches or larger, when encountered, shall be reported immediately to the Project Arborist, who will decide whether the Contractor may cut the root as mentioned above or shall excavate by hand or with compressed air under the root. The root is to be protected with dampened burlap.

6. Route pipes outside of the area that is 10 times the diameter of a protected tree to avoid conflict with roots.

7. Where it is not possible to reroute pipes or trenches, the contractor shall bore beneath the dripline of the tree. The boring shall take place not less than 3 feet below the surface of the soil in order to avoid encountering "feeder" roots.

8. Trees that have been identified in the arborist's report as being in poor health and/or posing a health or safety risk may be removed or pruned by more than one-third, subject to approval of the required permit by the Planning Division. Pruning of existing limbs and roots shall only occur under the direction of a Certified Arborist.

9. Any damage due to construction activities shall be reported to the Project Arborist or City Arborist within six hours so that remedial action can be taken.

10. An ISA Certified Arborist or ASCA Registered Consulting Arborist shall be retained as the Project Arborist to monitor the tree protection specifications. The Project Arborist shall be responsible for the preservation of the designated trees. Should the builder fail to follow the tree protection specifications, it shall be the responsibility of the Project Arborist to report the matter to the City Arborist as an issue of non-compliance.

11. Violation of any of the above provisions may result in sanctions or other disciplinary action.

MONTHLY INSPECTIONS

It is recommended that the site arborist provide periodic inspections during construction. Four-week intervals would be sufficient to access and monitor the effectiveness of the Tree Protection Plan and to provide recommendations for any additional care or treatment.

City of Menlo Park – Community Development Department, Planning Division Tree Protection Specifications *Updated February 2008.*

D3

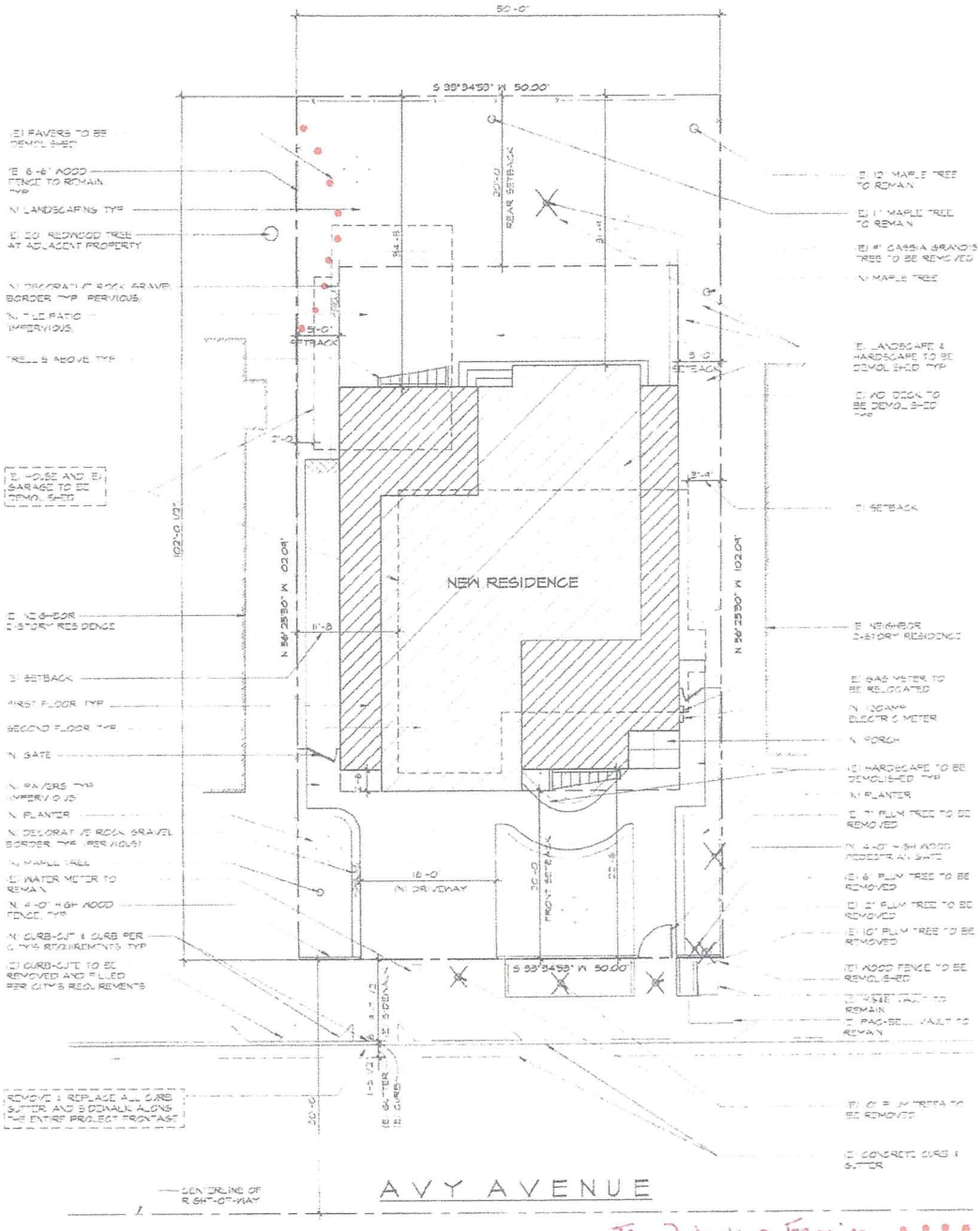
I believe this report is accurate and based on sound arboricultural principles and practices. If I can be of further assistance, please contact me at my office.

Sincerely,

Jeromey A. Ingalls
Certified Arborist WE #7076A

JAI:pmd

D4



Tree Protection Fencing. • • • •

DS

PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF JUNE 8, 2015
AGENDA ITEM D3

LOCATION:	**1430 O'Brien Drive, Suite F**	**APPLICANT:**	**ChemPartner**
EXISTING USE:	**Research & Development**	**PROPERTY OWNER:**	**O'Brien Drive Portfolio, LLC**
PROPOSED USE:	**Research & Development**	**APPLICATION:**	**Use Permit**
ZONING:	**M-2 (General Industrial District)**		

PROPOSAL

The applicant is requesting a use permit for the indoor storage and use of hazardous materials for the research and development of medicinal chemistry associated with a contract research organization, located in an existing building in the M-2 (General Industrial) zoning district. All hazardous materials would be used and stored within the existing building.

ANALYSIS

Site Location

The project site is an office and research and development (R&D) building located at 1430 O'Brien Drive, which is Building 7 of the Menlo Business Park. The subject building is occupied by multiple tenants that use hazardous materials as part of their R&D and manufacturing processes. The table on the following page outlines the active tenants and previous hazardous materials use permits at the subject building.

Suite	Tenant	Hazardous Materials	Most Recent Hazardous Materials Approval Date
Suite A	Vacant (Previously Kateeva*)	Yes	4/18/11
Suite D	Cellogy	Yes	12/17/12
Suite D & Suite E	Vacant (Previously Kateeva)	Yes	5/20/13
Suite F	ChemPartner (Previously Tricida)	Yes	Pending (Tricida approval on 4/7/14)
Suite G	Vacant (Previosuly Kateeva)	Yes	11/1/10
Suite H	Zeptor	Yes	1/27/14

*Kateeva recently vacated the site and its site closure plans have been submitted to the Menlo Park Fire District for review.

Adjacent parcels to the north, east, and west are also located in the M-2 zoning district, and primarily contain warehouse, light manufacturing, R&D, and office uses. Single-family residences in the City of East Palo Alto are located directly south of the business park. These parcels front onto Kavanaugh Road, and many of the residential dwelling units are within 100 feet of the subject R&D building. The subject building is located approximately 1,000 feet from Costano Elementary School and approximately 500 feet from Cesar Chavez Elementary School, both of which are located within the City of East Palo Alto. In addition, a preschool (Casa dei Bambini) is located at 1215 O'Brien Drive, which is approximately 700 feet from the subject site.

Project Description

ChemPartner is a contract research organization, specializing in small molecule medicinal chemistry. The proposed location would be the site of the company's west coast operations. The company currently employs approximately 10 employees, which is not expected to grow significantly at the proposed site. The applicant has submitted a project description letter (Attachment C) that describes the proposal in more detail.

Proposed Hazardous Materials

Proposed hazardous materials include combustible liquids, flammable liquids, highly toxic chemicals, toxics, flammable solids, unstable reactives, non-flammable gases, oxidizers, pyrophorics, water reactives, and corrosives. A complete list of the types of chemicals is included in Attachment E. The project plans, included as Attachment B, provide the locations of chemical use and storage, and hazardous waste storage. In addition, the plans identify the location of safety equipment, such as fire extinguishers, emergency eyewash stations and showers, spill kits, and exit pathways. All hazardous materials would be used and stored inside of the building.

The Hazardous Materials Information Form (HMIF) is included in Attachment D. The HMIF includes a description of how hazardous materials are stored and handled on-site, which includes the storage of hazardous materials within fire-rated storage cabinets, segregated by hazard class. The applicant indicates that storage areas would

be monitored by lab staff and documented inspections would be performed. The largest waste container would be a 55-gallon container, used to store wastes such as solvent-contaminated wipes. Liquid wastes would be stored in five-gallon carboys (rigid plastic or glass container) and would be secondarily contained. Licensed contractors are intended to be used to haul off and dispose of the hazardous waste. The HMIF includes a discussion of the applicant's intended training plan, which encompasses the handling of hazardous materials and waste, as well as how to respond in case of an emergency. The applicant indicates that the procedures for notifying emergency response personnel and outside agencies are kept in the site's emergency response plan. Given the proximity of the subject site to the San Francisco Public Utilities Commission's (SFPUC) Hetch Hetchy pipeline, the applicant intends to include the SFPUC Millbrae Dispatch Center in the emergency response plan contact list. The applicant's written response to the HMIF would be used to inform the Hazardous Materials Business Plan (HMBP), which must be submitted to san Mateo County Environmental Health Services Division as part of the applicant's operations at the site.

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

Agency Review

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

Correspondence

Staff has not received any correspondence on this project.

Conclusion

Staff believes that the proposed use and quantities of hazardous materials would be compatible and consistent with other uses in this area, including the subject building. The HMIF and chemical inventory have been approved by the relevant agencies, and includes a discussion of the applicant's training plan and protection measures in the event of an emergency. The proposed use permit would allow a new business to locate in Menlo Park. Staff recommends that the Planning Commission approve the proposed project.

ENVIRONMENTAL REVIEW

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

RECOMMENDATION

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, “Existing Facilities”) of the current CEQA Guidelines.

2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.

3. Approve the use permit subject to the following ***standard*** conditions:

    a. Development of the project shall be substantially in conformance with the plans provided by DES Architects/Engineers, consisting of eight plan sheets, dated received June 3, 2015, and approved by the Planning Commission on June 8, 2015 except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

    b. Prior to building permit issuance, the applicant shall comply with all sanitary district, Menlo Park Fire Protection District, and utility companies regulations that are directly applicable to the project.

    c. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.

    d. If there is an increase in the quantity of hazardous materials on the project site, a change in the location of the storage of the hazardous materials, or the use of additional hazardous materials after this use permit is granted, the applicant shall apply for a revision to the use permit.

    e. Any citation or notification of violation by the Menlo Park Fire Protection District, San Mateo County Environmental Health Department, West Bay Sanitary District, Menlo Park Building Division or other agency having responsibility to assure public health and safety for the use of hazardous materials will be grounds for considering revocation of the use permit.

    f. If the business discontinues operations at the premises, the use permit for hazardous materials shall expire unless a new business submits a new hazardous materials information form and chemical inventory to the Planning Division for review by the applicable agencies to determine whether the new

hazardous materials information form and chemical inventory are in substantial compliance with the use permit.

Report prepared by:
Kyle Perata
Associate Planner

Report reviewed by:
Thomas Rogers
Senior Planner

PUBLIC NOTICE & APPEAL PERIOD

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

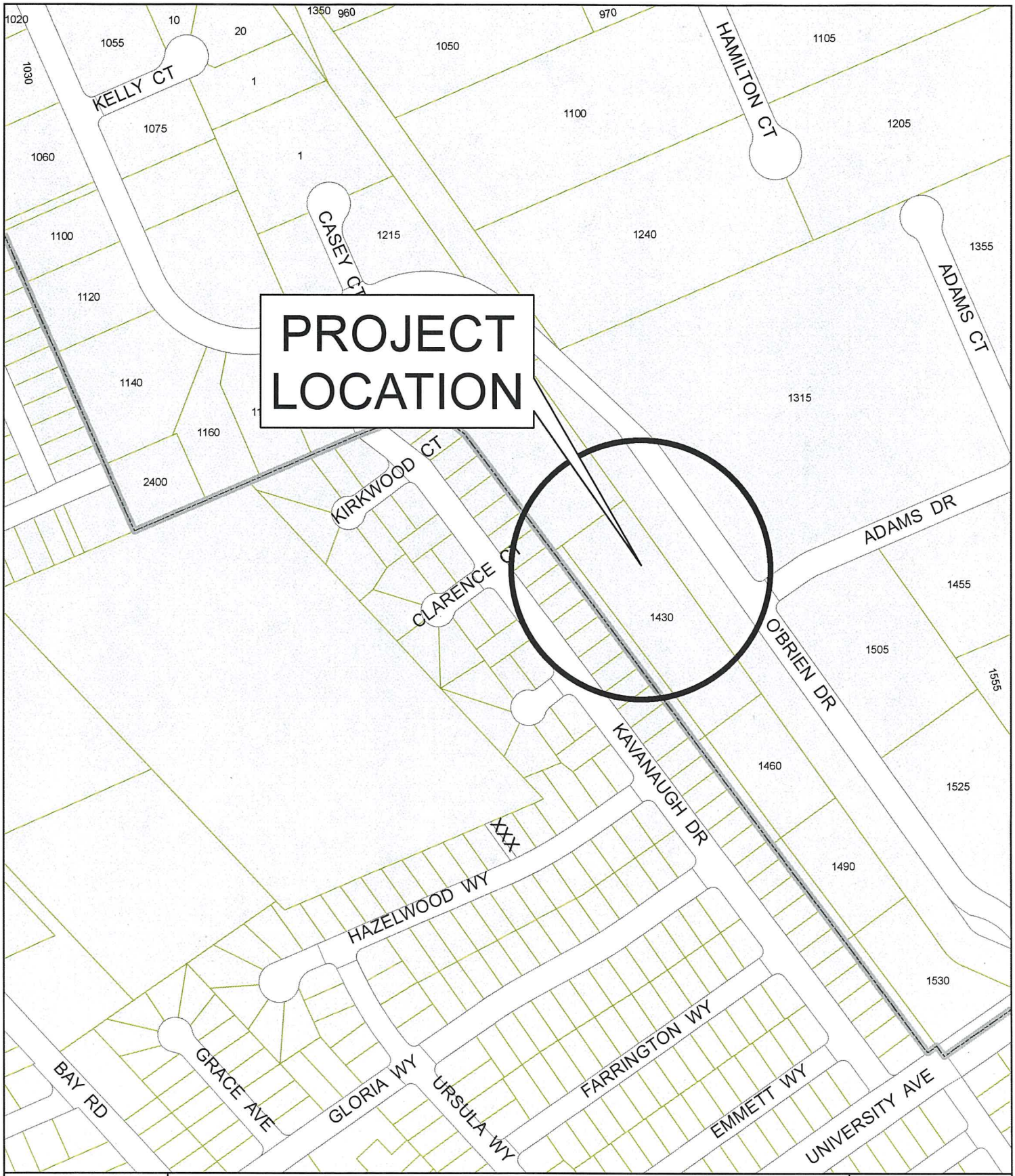
ATTACHMENTS

A. Location Map
B. Project Plans
C. Project Description Letter
D. Hazardous Materials Information Form
E. Chemical Inventory
F. Hazardous Materials Agency Referral Forms:
   - Menlo Park Fire Protection District
   - San Mateo County Environmental Health Department
   - West Bay Sanitary District
   - Menlo Park Building Division

EXHIBITS TO BE PROVIDED AT MEETING

None

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



CITY OF MENLO PARK

LOCATION MAP

1430 O'BRIEN DRIVE

A1

DRAWN: KTP CHECKED: KTP DATE: 6/7815 SCALE: 1" = 300' SHEET: 1

Menlo Business Park LLC
c/o Tarlton Properties, Inc.

Request for administrative change to

CONDITIONAL USE PERMIT FOR USE OF HAZARDOUS MATERIALS

BUILDING 7, SUITE F ChemPartner

1430 O'BRIEN DRIVE, MENLO PARK, CA 94025

SYMBOL LEGEND

- ROOM SYMBOL — ROOM NAME & NO.
- DOOR SYMBOL — DOOR NUMBER
- WINDOW SYMBOL — WINDOW NUMBER
- FINISH SYMBOL — FINISH NUMBER
- NOTE SYMBOL — KEYNOTE NUMBER
- SECTION CUT SYMBOL — SECTION ID, SHEET NUMBER
- DETAIL SYMBOL — DETAIL ID, SHEET NUMBER
- WALL SYMBOL — WALLTYPE
- REVISION SYMBOL — ADDENDUM LETTER, S.I. NUMBER, REVISION CLOUD
- INT. ELEV. SYMBOL — ELEVATION ID, SHEET NUMBER
- NORTH ARROW — PROJECT NORTH
- ELEVATION MARK — SUFFIX

PROJECT TEAM

CLIENT: TARLTON PROPERTIES
955 ALMA STREET, PALO ALTO, CA 94301
PHONE: 650.330.3600 FAX: 650.948.6966
E-MAIL: j_tarlton@tarlton.com CONTACT: JOHN TARLTON

ARCHITECT: DES ARCHITECTS + ENGINEERS
399 BRADFORD STREET, REDWOOD CITY, CA 94063
PHONE: 650.364.6453 FAX: 650.364.2618
E-MAIL: emacgregor@des-ae.com CONTACT: ELKE MACGREGOR

MEP CONSULTANT: GREENE ENVIRONMENT, INC
INDUSTRIAL ROAD, SUITE C
SAN CARLOS, CA 94070
O: 650.508.8018
E-MAIL: ellen@greeneenvironment.com
CONTACT: ELLEN ACKERMAN

PROJECT DATA

BUILDING CODES:

2007 CAC – (CALIFORNIA ADMINISTRATIVE CODE CCR, TITLE 24, PART 1)

2007 CBC – 2006 IBC W/ CA. AMENDMENTS (CALIFORNIA BUILDING CODE CCR, TITLE 24, PART 2)

2007 CEC – 2005 NEC W/CA. AMENDMENTS (CALIFORNIA ELECTRICAL CODE CCR, TITLE 24, PART 3)

2007 CMC – 2006 UMC W/CA. AMENDMENTS (CALIFORNIA MECHANICAL CODE CCR, TITLE 24, PART 4)

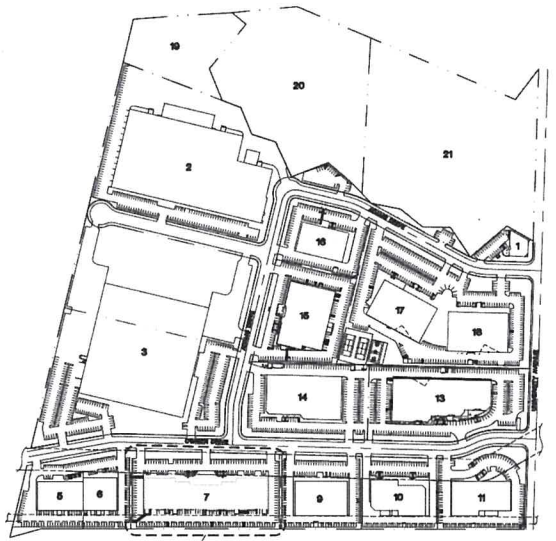
2007 CPC – 2006 UPC W/CA. AMENDMENTS (CALIFORNIA PLUMBING CODE CCR, TITLE 24, PART 5)

2007 CEC – (CALIFORNIA ENERGY CODE CCR, TITLE 24, PART 6)

2007 CFC – 2006 IFC W/CA. AMENDMENTS (CALIFORNIA FIRE CODE CCR, TITLE 24, PART 9)

LEGAL JURISDICTION:	MENLO PARK, CA.
ZONING DESIGNATION:	M-2
CONSTRUCTION TYPE:	II-B
OCCUPANCY:	B
FIRE PROTECTION:	BUILDING IS PROVIDED WITH AUTOMATIC FIRE SPRINKLER SYSTEM THROUGHOUT. ADJUSTMENTS TO SYSTEM TO BE PROVIDED IN SEPARATE PACKAGE BY DESIGN-BUILD SUBCONTRACTOR. FIRE SPRINKLER SYSTEM SHALL HAVE A CURRENT 5 TITLE 19 5 YEAR CERTIFICATION.
TOTAL SITE AREA:	153,594 SF (3.52 ACRES)
BUILDING COVERAGE:	46,767 SF
BUILDING AREA:	FIRST LEVEL = 45,516 SF SECOND LEVEL = 19,070 SF TOTAL = 64,586 SF
AREA OF IMPROVEMENT:	FIRST LEVEL = 11,649 SF
PARKING PROVIDED:	STANDARD = 189 SPACES H.C. ACCESSIBLE = 5 SPACES VAN ACCESSIBLE = 2 SPACES TOTAL = 196 SPACES
ORIGINAL PARKING BASIS:	177 SPACES PER APPROVED MASTER PLAN. (172 LESS 5 PARKING FOR ADA STRIPING)
PARKING BASIS:	CURRENT CITY 2008 ZONING ORDINANCE (1 SPACE PER 300 SF)
PARKING REQUIRED:	156 SPACES

MENLO BUSINESS PARK SITE PLAN



1 MENLO BUSINESS PARK SITE PLAN
NOT TO SCALE

SHEET INDEX

SCOPE OF WORK

1. USE OF HAZARDOUS MATERIALS BY TENANT.

DES ARCHITECTS ENGINEERS
399 Bradford Street, Redwood City, CA 94063
Tel: (650) 364-6453
Fax: (650) 364-2618
www.des-ae.com

TARLTON PROPERTIES
1530 O'Brien Drive, Suite C
Menlo Park, CA 94025

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

1430 O'Brien Drive
Menlo Park, CA 94025

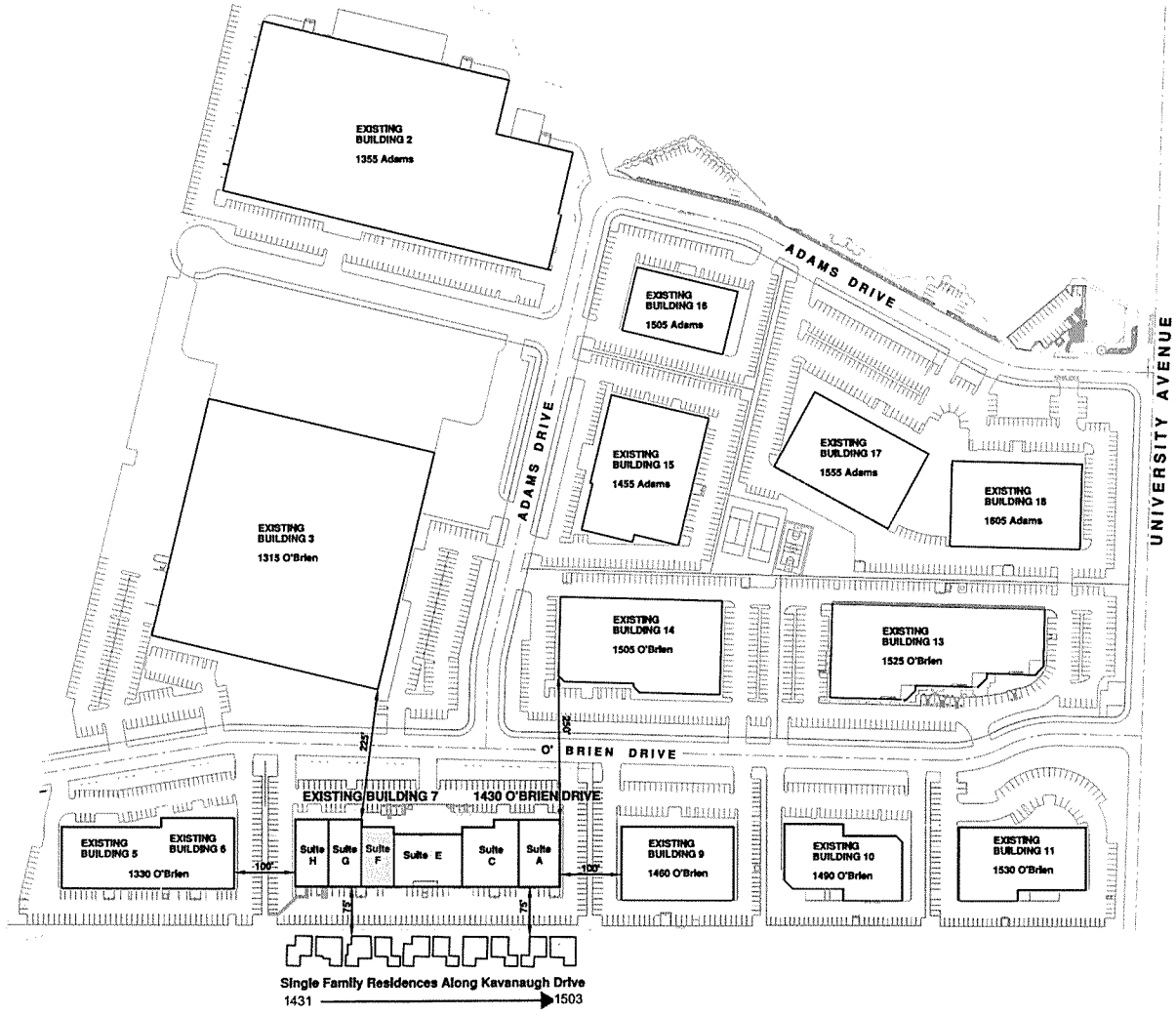
TITLE SHEET

ISSUE:	DATE:	DESCRIPTION:
	06/16/15	C.U.P. SUBMITTAL

DRAWN BY: E.MacGREGOR
REVIEWED BY: T. WONG
APPROVED BY: E.M. EICHMILLER
DES PROJECT NO.: 8942.44

04/03/15

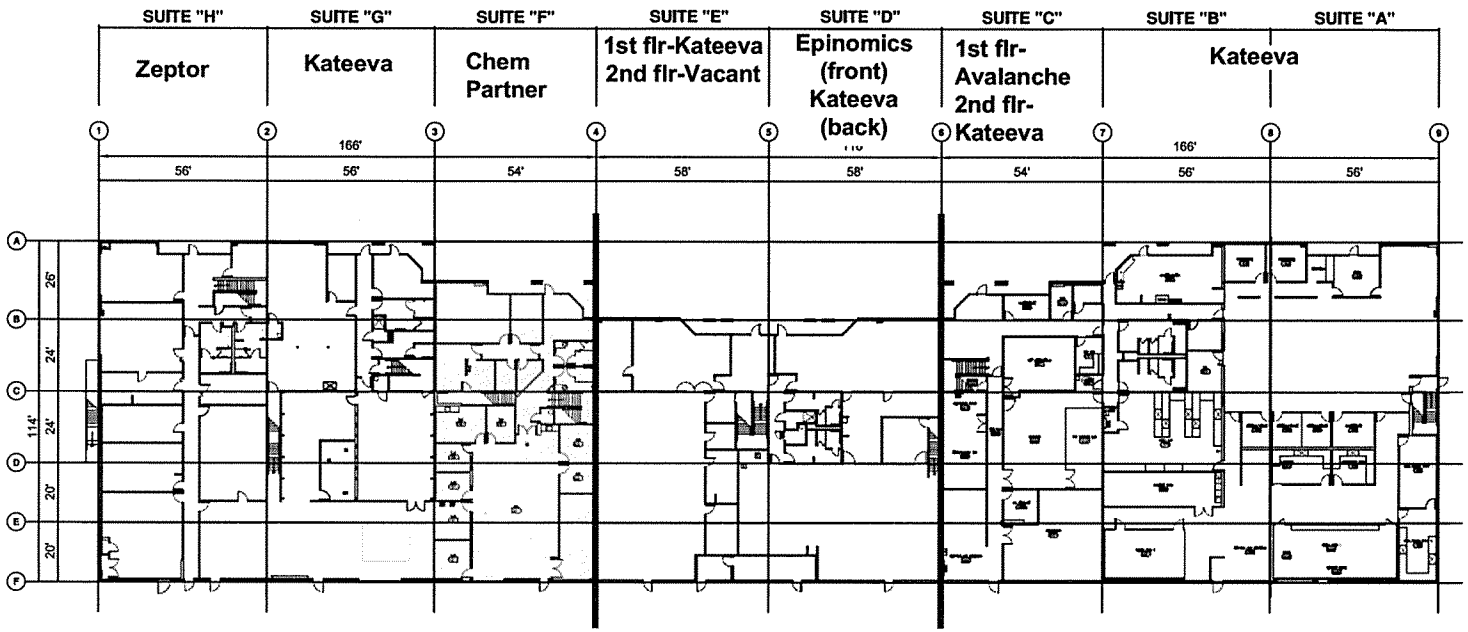
G0.01
SHEET NO.

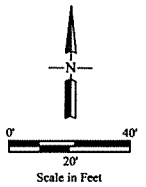


Legend:

GEI Green Environment inc
www.greenenvironment.com

Drawing Name:	SITE PLAN
Address:	ChemPartner 1430 O'Brien Drive Menlo Park, California
Drawn by:	KA
Date:	04/03/15
Scale:	1" = 200'-0"
Job #	R151120
Figure #	Figure 1





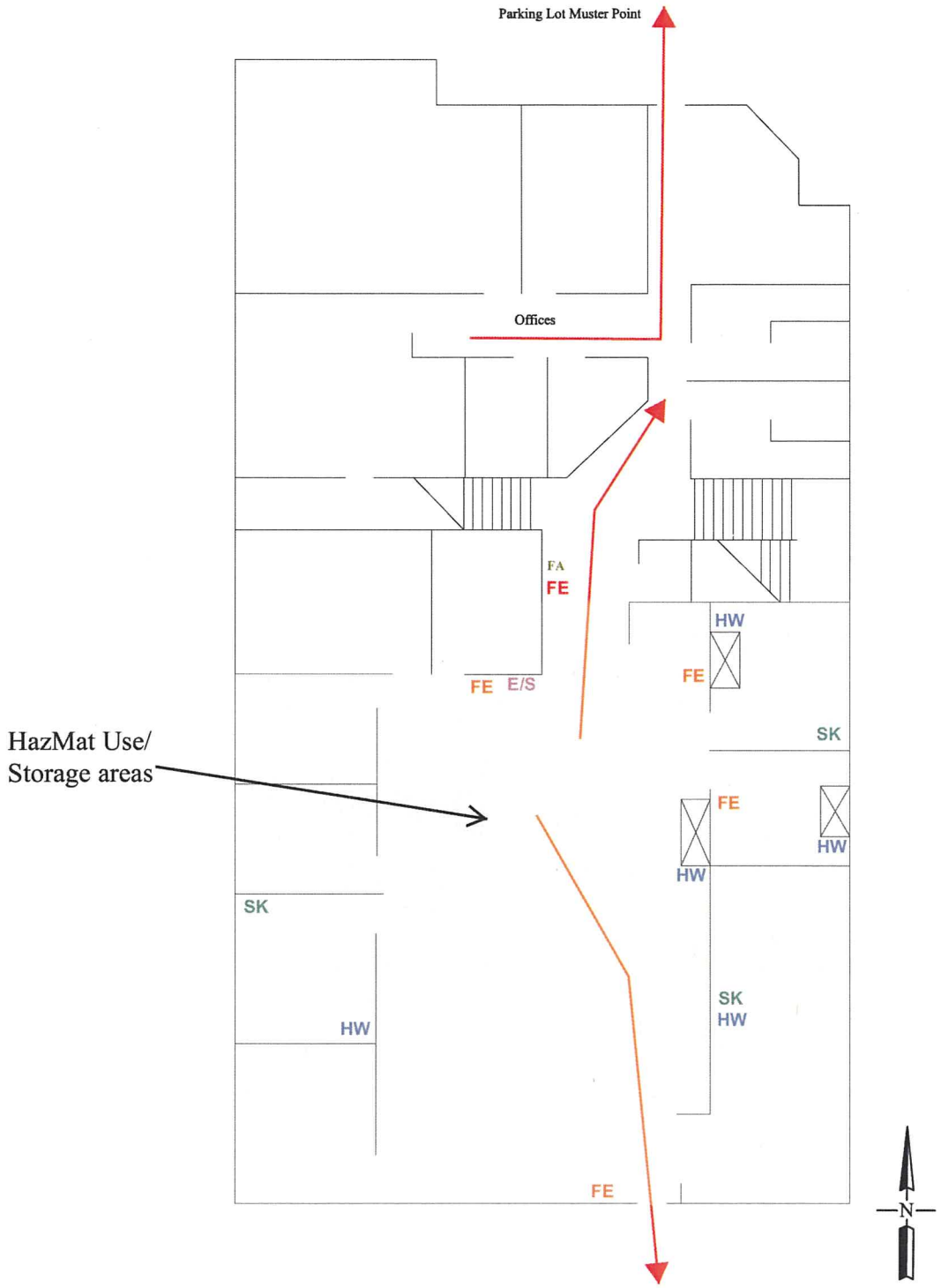
Legend:

Grey shaded areas in 1430 indicate ChemPartner-occupied areas
No changes to Site are planned (e.g., parking, garbage storage, etc.)

GEI Green Environment inc
www.greenenvironment.com

Drawing Name:	BUILDING LAYOUT
Address:	1430 O'Brien Avenue Menlo Park, California

Drawn by:	KA
Date:	05/05/15
Scale:	1" = 30'-0"
Job #	R151120
Figure #	Fig 2



Note:
-Utility shutoffs controlled by landlord

Legend:

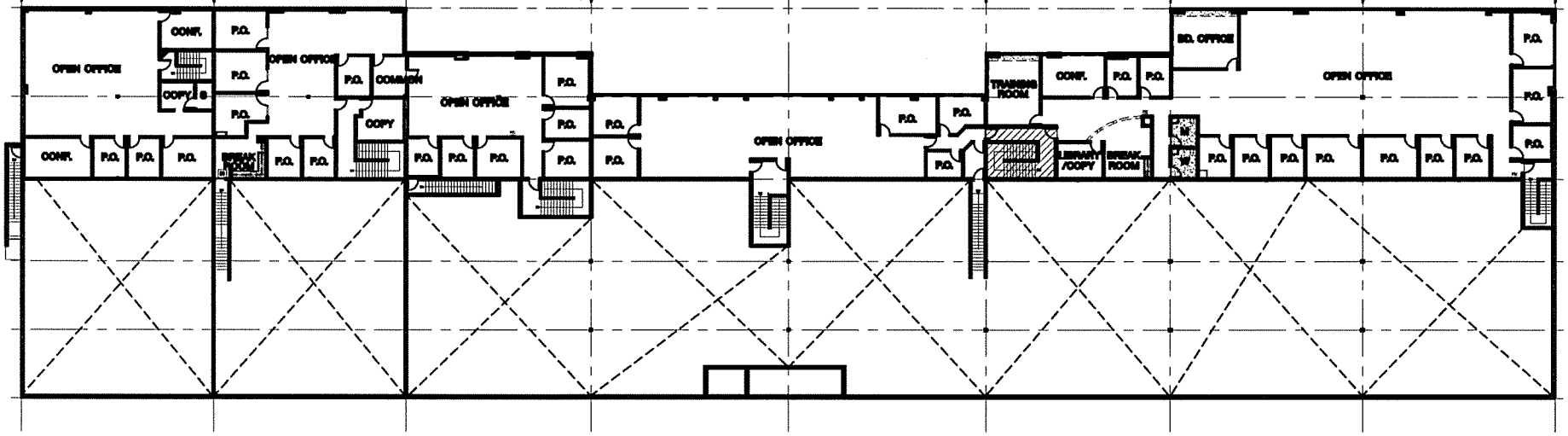
- Fume hood
- HazMat Use/Storage areas
- FE Fire extinguisher
- FA First Aid Kit
- E/S Eyewash/shower
- HW Hazardous waste storage
- SK Spill Kit
- Exit route

GEI Green Environment inc
www.greenenvironment.com

Drawing Name:	HMBP FLOOR PLAN
Address:	ChemPartner 1430 O'Brien Avenue, Suite F Menlo Park, California
Drawn by:	KA
Date:	04/03/2015
Scale:	Not To Scale
Job #	R151120
Figure #	FIGURE 2a

B4

Zeptor-H	ChemPartner-F	Vacant-E	Kateeva-A, B, C2		
SUITE "H"	SUITE "F"	SUITE "E-3"	SUITE "C-2"	SUITE "B"	SUITE "A"
1st FLR.: 6,384 S.F. 2nd FLR.: 2,815 S.F. Elec. Alloc.: 58 S.F. TOTAL: 9,257 S.F.	1st FLR.: 5454 S.F. 2nd FLR.: 4,830 S.F. Shared Facilities Allocation: 848 S.F. Elec. Alloc.: 66 S.F. TOTAL: 11,198 S.F.	2nd FLR.: 2,910 S.F. Shared Facilities Allocation: 729 S.F. Elec. Alloc.: 19 S.F. TOTAL: 3,658 S.F.	2nd FLR.: 1,679 S.F. Shared Facilities Allocation: 151 S.F. Elec. Alloc.: 11 S.F. TOTAL: 1,841 S.F.	1st FLR.: 5,382 S.F. 2nd FLR.: 2,814 S.F. Shared Facilities Allocation: 762 S.F. Elec. Alloc.: 54 S.F. TOTAL: 9,012 S.F.	1st FLR.: 6,384 S.F. 2nd FLR.: 2,814 S.F. Shared Facilities Allocation: 854 S.F. Elec. Alloc.: 58 S.F. TOTAL: 10,110 S.F.



135

For reference only
05/5/15

LEGEND
Shared Facilities

FEET 40 20 10 0

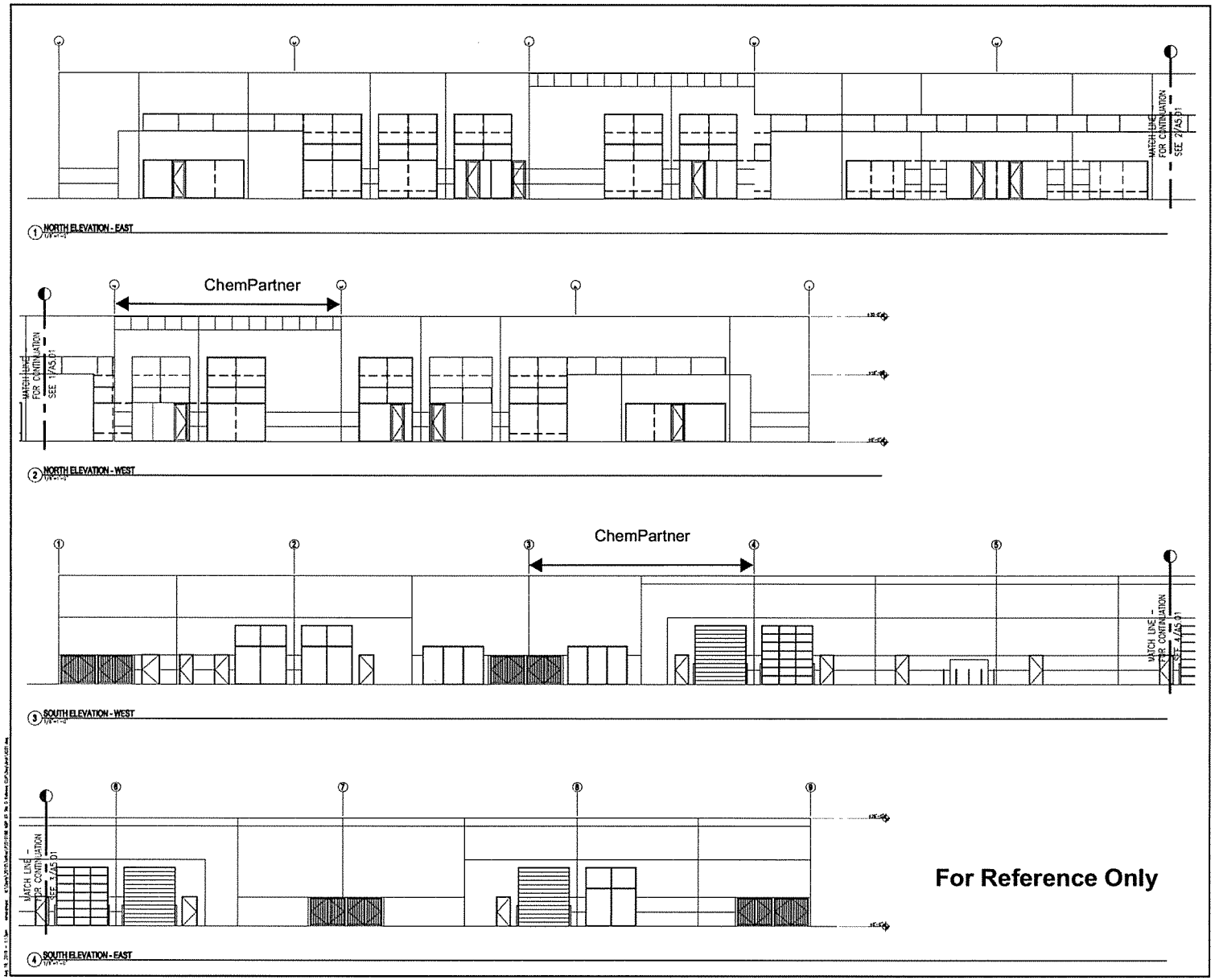
TARLTON PROPERTIES
EXCLUSIVE AGENTS
TEL. 650 . 330 . 3600
FAX. 650 . 330 . 3636

ELECTRIC RM.	385 S.F.
RENTABLE (DRIP-LINE) SQ. FT.	
1ST FLOOR	46,748 S.F.
2ND FLOOR	18,203 S.F.
TOTAL	64,951 S.F.

SECOND FLOOR PLAN

DATE: MARCH 1, 2013

MENLO · BUSINESS · PARK
BUILDING 7
1430 O'BRIEN DRIVE, MENLO PARK



DES ARCHITECTS ENGINEERS
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Tel: (650) 364-6453
Fax: (650) 364-2618
www.des-ae.com

TARLTON PROPERTIES
1530 O'Brien Drive, Suite C
Menlo Park, CA 94025

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

1430 O'Brien Drive
Menlo Park, CA 94025

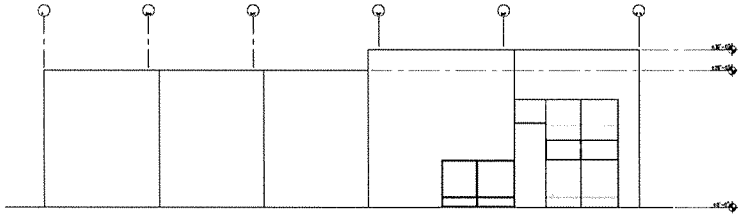
EXTERIOR ELEVATIONS - NORTH AND SOUTH

ISSUE	DATE	DESCRIPTION
	08/16/10	C.U.P. SUBMITTAL

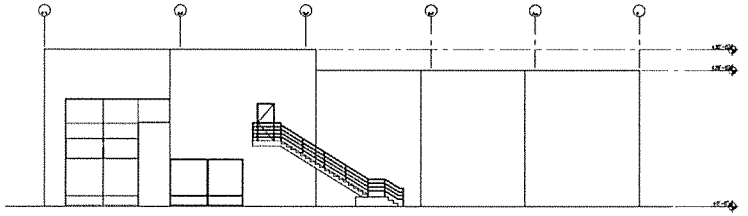
DRAWN BY: E. MacGREGOR
REVIEWED BY: T. WONG
APPROVED BY: B.M. BECKWILLER
DES PROJECT NO.: 8/16/10

04/03/15

A5.01
SHEET NO.



1 EAST ELEVATION



2 WEST ELEVATION

For Reference Only

DES ARCHITECTS ENGINEERS
399 Bradford Street, Redwood City, CA 94063
Tel: (650) 364-6453
Fax: (650) 364-2618
www.des-ae.com

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Menlo Park, CA 94025

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

1430 O'Brien Drive
Menlo Park, CA 94025

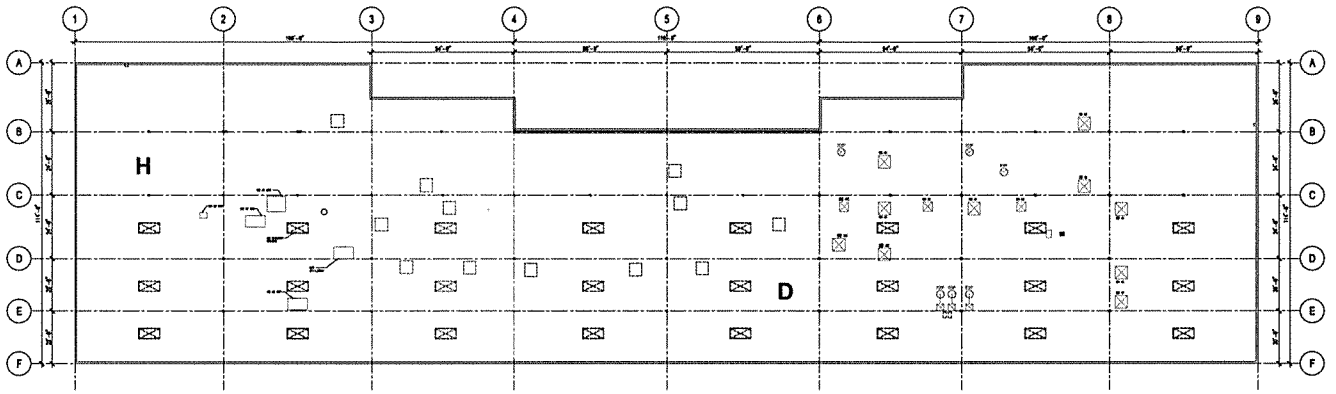
EXTERIOR ELEVATIONS - EAST AND WEST

ISSUE:	DATE:	DESCRIPTION:
	08/15/13	C.U.P. SUBMITTAL

DRAWN BY:
REVIEWED BY:
APPROVED BY:
DES PROJECT NO: 8942.44

01/21/14

A5.02
SHEET NO.



1 ROOF PLAN

For Reference Only

N

ROOF PLAN NOTES
Grey shaded areas in 1430 indicate ChemPartner-occupied areas

DES
399 Bradford Street, Redwood City, CA 94063
Tel: (650) 364-6453
Fax: (650) 364-2618
www.des-ar.com

TARLTON PROPERTIES
1530 O'Brien Drive, Suite C
Menlo Park, CA 94025

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

1430 O'Brien Drive
Menlo Park, CA 94025

ROOF PLAN

ISS.#	DATE	DESCRIPTION
	09/16/10	C.U.P. SUBMITTAL

DRAWN BY: LB
REVIEWED BY: E. MACGREGOR
APPROVED BY: S.M. EICHMILLER
DES PROJECT NO.: 8942.44

04/03/15

A2.03
SHEET NO.

ChemPartner Inc. Business Summary
April 2015

ChemPartner, Inc. is a contract research organization (CRO), specializing in small molecule medicinal chemistry.

ChemPartner, Inc, is opening a west coast operation at 1430 O'Brien Drive, Suite F, Menlo Park. The facility will be the company's west coast medicinal chemistry design center. ChemPartner, Inc, currently has ten (10) employees and is not expected to grow significantly at the current location. Except for administrative and business personnel, most of these employees will be doing organic synthesis and will work with chemicals in some way.

As part of the chemistry efforts, small quantities of some hazardous materials will be used by trained chemistry personnel to make a variety of biologically active compounds for research purposes. These hazardous materials will be processed in properly equipped chemistry labs containing fume hoods or other appropriately exhausted equipment. Chemicals such as liquid nitrogen are used to run equipment and various solvents, including hexanes, ethyl acetate, dichloromethane, methanol and acetonitrile are used to purify samples.

No large scale or commercial manufacturing will be done at this site.

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

Chemicals will be delivered by common carrier. Delivery frequency will vary with the pace of research, but is not expected to exceed bi-daily. Hazardous waste is removed from site by a licensed hauler; removal is generally on a weekly basis.

C1

CITY OF MENLO PARK

COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION
701 Laurel Street
Menlo Park, CA 94025
phone: (650) 330-6702
fax: (650) 327-1653
planning@menlopark.org
http://www.menlopark.org

HAZARDOUS MATERIALS INFORMATION FORM

In order to help inform City Staff and the external reviewing agencies, the Planning Division requires the submittal of this form, If the use permit application is approved, applicants are required to submit the necessary forms and obtain the necessary permits from the Menlo Park Fire Protection District, San Mateo County Environmental Health Services Division, West Bay Sanitary District, and other applicable agencies. Please complete this form and attach additional sheets as necessary.

1. List the types of hazardous materials by California Fire Code (CFC) classifications. This list must be consistent with the proposed Hazardous Materials Inventory Statement (HMIS), sometimes referred to as a Chemical Inventory. (The HMIS is a separate submittal.)

   Please see attached spreadsheet.

2. Describe how hazardous materials are handled, stored and monitored to prevent or minimize a spill or release from occurring (e.g., secondary containment, segregation of incompatibles, daily visual monitoring, and flammable storage cabinets).

   Hazardous materials will be stored within flammable storage cabinets and segregated by hazard class. Storage areas for chemicals will be monitored by lab staff during normal business hours (visual). Weekly documented inspections of hazardous waste storage areas are performed.

3. Identify the largest container of chemical waste proposed to be stored at the site. Please identify whether the waste is liquid or solid form, and general safeguards that are used to reduce leaks and spills.

   The largest waste container will be 55-gallon capacity, used to store solid wastes such as solvent-contaminated wipes. Liquid wastes will be stored in 5-gallon carboys. All liquid wastes are secondarily contained, and a Spill Kit is stored on site.

D1

4. Please explain how hazardous waste will be removed from the site (i.e. licensed haulers, or specially trained personnel).

   Licensed waste haulers will be used.

5. Describe employee training as it pertains to the following:

   a. Safe handling and management of hazardous materials or wastes;
   b. Notification and evacuation of facility personnel and visitors;
   c. Notification of local emergency responders and other agencies;
   d. Use and maintenance of emergency response equipment;
   e. Implementation of emergency response procedures; and
   f. Underground Storage Tank (UST) monitoring and release response procedures.

   Lab employees receive training on management of chemicals and waste. All employees receive training on what do do in case of emergencies, including chemical spills. The site's emergency response plan includes procedures to notify first responders and make reports to outside agencies. All employees receive emergency response training upon hire and annually thereafter. There are no USTs at the site.

6. Describe documentation and record keeping procedures for training activities.

   All training is documented, and training records are kept by the Manager responsible for safety issues, Mike Lizrazaburu.

7. Describe procedures for notifying onsite emergency response personnel and outside agencies (e.g. Fire, Health, Sanitary Agency-Treatment Plant, Police, State Office of Emergency Services "OES") needed during hazardous materials emergencies.

   The procedures for notifying emergency response personnel and outside agencies are contained in the site's written emergency response plan. This plan describes various emergency scenarios and specifically who to call and how to respond, internally and in conjunction with responding agencies. The SFPUC Millbrae Dispatch is included in the HMBP Emergency Response Plan agency contact list due to proximity to PUC pipelines.

8. Describe procedures for immediate inspection, isolation, and shutdown of equipment or systems that may be involved in a hazardous materials release or threatened release.

   EHS/Facilities personnel are authorized to shut down utilities if a spill requires such action. Spills are contained using materials from Spill Kit, and if larger than internal capabilities, the outside emergency response contractor is called. If danger exists, MP FPD is also called.

9. Identify the nearest hospital or urgent care center expected to be used during an emergency.

   Stanford Hospital, Palo Alto

Chemical	CAS	Primary Fire Code Class	Secondary Fire Code Class	S, L or G?	Current Storage Quantity	Projected Storage Quantity	Largest Container Size
(S)-(+)-5-HEXEN-2-OL	17397-24-9	Comb II				8 ml	
1-BROMO-2-PROPANOL	19686-73-8	Comb II				10 ml	
3,5-DIFLUOROBENZALDEHYDE	32085-88-4	Comb II				5 ml	
3-AMINOTETRAHYDROFURAN	88675-24-5	Comb II				0.25 ml	
3-METHYLENECYCLOBUTANECARBONITRILE	15760-35-7	Comb II				10 ml	
4,6-DIMETHYLPYRIMIDINE	1558-17-4	Comb II				20 ml	
Acetic Acid	64-19-7	Comb II	Corrosive		None	100 g	100 g
benzyl bromide		Comb II	irritant	L	None	100 g	100 g
CYCLOBUTANEMETHANOL	4415-82-1	Comb II				5 ml	
ETHYL 4-METHYL-4-PENTENOATE	4911-54-0	Comb II				5 ml	
ETHYL BROMOACETATE	105-36-2	Comb II				50 ml	
Formic Acid		Comb II	Corrosive	L	N/A	2 L	1 L
TRIMETHYL(PHENYL)SILANE	768-32-1	Comb II				25 ml	
					Total Combustible II	*< 1 gal*	
(2-BROMOETHOXY)-TERT-BUTYLDIMETHYLSILAI	86864-60-0	Comb IIIA		L	N/A	10	ml
(2S,3S)-(+)-2,3-BUTANEDIOL	19132-06-0	Comb IIIA		L	N/A	1000	ml
(3-BROMOPROPOXY)-TERT-BUTYLDIMETHYLSIL	89031-84-5	Comb IIIA		L	N/A	5	ml
(R)-(-)-3-BROMO-2-METHYL-1-PROPANOL	93381-28-3	Comb IIIA		L	N/A	1	ml
(R)-(+)-CITRONELLAL	2385-77-5	Comb IIIA		L	N/A	5	ml
(S)-(-)-1-PHENYLETHANOL	1445-91-6	Comb IIIA		L	N/A	10	ml
(S)-(+)-3-BROMO-2-METHYL-1-PROPANOL	98244-48-5	Comb IIIA		L	N/A	3	ml
(S)-(+)-3-OCTANOL	22658-92-0	Comb IIIA		L	N/A	0.01	ml
1,2-DIBROMOBENZENE	583-53-9	Comb IIIA		L	N/A	5	ml
1,3-PROPANEDITHIOL	109-80-8	Comb IIIA		L	N/A	50	ml
1-BROMO-4-CHLORO-2-FLUOROBENZENE	1996-29-8	Comb IIIA		L	N/A	100	ml
1-PHENYLETHANOL	98-85-1	Comb IIIA		L	N/A	25	ml
1-PYRIDIN-2-YLETHANAMINE	42088-91-5	Comb IIIA		L	N/A	500	ml
2,2,6,6-TETRAMETHYL-3,5-HEPTANEDIONE	1118-71-4	Comb IIIA		L	N/A	100	ml
2-ACETYLPYRIDINE	1122-62-9	Comb IIIA		L	N/A	100	ml
2-BROMO-4-METHYLTHIAZOLE	7238-61-1	Comb IIIA		L	N/A	5	ml
2-BROMOPROIONALDEHYDE DIETHYL ACETAL	3400-55-3	Comb IIIA		L	N/A	1	ml
2-ETHYL-1-HEXANOL	104-76-7	Comb IIIA		L	N/A	10	ml
2-ETHYLANILINE	578-54-1	Comb IIIA		L	N/A	100	ml
2-FLUORO-3-(TRIFLUOROMETHYL)BENZONITRIL	146070-35-1	Comb IIIA		L	N/A	20	ml
3-(METHYLAMINO)-1-PROPANOL	42055-15-2	Comb IIIA		L	N/A	5	ml
3-(TRIFLUOROMETHOXY)-ANILINE	1535-73-5	Comb IIIA		L	N/A	2	ml
3,4,5-TRIFLUORONITROBENZENE	66684-58-0	Comb IIIA		L	N/A	25	ml
3,5-DIMETHYLANISOLE	874-63-5	Comb IIIA		L	N/A	50	ml
3-BROMO-5-METHYLPYRIDINE	3430-16-8	Comb IIIA		L	N/A	10	ml
3-CHLORO-1-PROPANOL	627-30-5	Comb IIIA		L	N/A	25	ml
3-CHLORO-2-FLUOROBENZALDEHYDE	85070-48-0	Comb IIIA		L	N/A	100	ml
3-FLUORO-2-METHYLANILINE_1	443-86-7	Comb IIIA		L	N/A	25	ml
3-FLUOROANILINE	372-19-0	Comb IIIA		L	N/A	25	ml
3-METHYLPYRIDAZINE	1632-76-4	Comb IIIA		L	N/A	5	ml
4-(TRIFLUOROMETHOXY)ANILINE	461-82-5	Comb IIIA		L	N/A	2.5	ml
4-FLUORO-2-METHYLANILINE	452-71-1	Comb IIIA		L	N/A	25	ml
4-FLUORO-N-METHYLANILINE	459-59-6	Comb IIIA		L	N/A	10	ml
4-FLUORO-N-METHYLBENZYLAMINE	405-66-3	Comb IIIA		L	N/A	10	ml
4-PHENYL-1-BUTYNE	16520-62-0	Comb IIIA		L	N/A	25	ml
5-BROMO-2-FLUOROPYRIDINE	766-11-0	Comb IIIA		L	N/A	5	ml
Acetic Acid		Comb IIIA	irritant	L	N/A	2 L	1 L
ANILINE	62-53-3	Comb IIIA		L	N/A	5	ml
BENZOYL CHLORIDE	98-88-4	Comb IIIA		L	N/A	5	ml
BENZYL BROMIDE	100-39-0	Comb IIIA		L	N/A	100	ml
BIS(2-BROMOETHYL) ETHER	5414-19-7	Comb IIIA		L	N/A	100	ml
CHLOROSULFONYL ACETIC ACID ETHYL ESTER	55896-93-0	Comb IIIA		L	N/A	5	ml
DI(ETHYLENE GLYCOL) VINYL ETHER	929-37-3	Comb IIIA		L	N/A	100	ml
DIETHYL 1,3-ACETONEDICARBOXYLATE	105-50-0	Comb IIIA		L	N/A	50	ml
DIETHYL CHLOROPHOSPHATE	814-49-3	Comb IIIA		L	N/A	25	ml
DIETHYL CYCLOBUTANE 1,1-DICARBOXYLATE	3779-29-1	Comb IIIA		L	N/A	25	ml
DIETHYL MALONATE	105-53-3	Comb IIIA		L	N/A	1000	ml
DIETHYL OXALATE	95-92-1	Comb IIIA		L	N/A	1000	ml
DIISOPROPYL MALONATE	13195-64-7	Comb IIIA		L	N/A	500	ml
DIMETHYL ACETYLENEDICARBOXYLATE	762-42-5	Comb IIIA		L	N/A	25	ml
DIMETHYL ALLYLMALONATE	40637-56-7	Comb IIIA		L	N/A	50	ml
DIMETHYL METHYLMALONATE	609-02-9	Comb IIIA		L	N/A	5	ml
DIMETHYL SULFATE-D6	15199-43-6	Comb IIIA		L	N/A	2	ml

E1

Chemical	CAS	Primary Fire Code Class	Secondary Fire Code Class	S, L or G?	Current Storage Quantity	Projected Storage Quantity	Largest Container Size
DL-1-1AMINO-2-PROPANOL, 94%, CONTAINS APF	78-96-6	Comb IIIA		L	N/A	1000	ml
DMSO		Comb IIIA	irritant	L	None	1 L	100 ml
ETHANOLAMINE	141-43-5	Comb IIIA		L	N/A	50	ml
ETHYL ACETOACETATE, 99+%	141-97-9	Comb IIIA		L	N/A	100	ml
ETHYL GLYCOLATE	623-50-7	Comb IIIA		L	N/A	25	ml
ETHYL PHENYL SULFIDE	622-38-8	Comb IIIA		L	N/A	25	ml
IODOBENZENE	591-50-4	Comb IIIA		L	N/A	25	ml
M-CRESOL	108-39-4	Comb IIIA		L	N/A	10	ml
METHACRYLIC ACID	79-41-4	Comb IIIA		L	N/A	5	ml
METHYL 5-METHYL-2-FUROATE	2527-96-0	Comb IIIA		L	N/A	75	ml
METHYL LEVULINATE	624-45-3	Comb IIIA		L	N/A	100	ml
N,N-DIETHYLACETAMIDE	685-91-6	Comb IIIA		L	N/A	100	ml
N,N-DIMETHYLPROPIONAMIDE	758-96-3	Comb IIIA		L	N/A	25	ml
THIOANISOLE	100-68-5	Comb IIIA		L	N/A	50	ml
TRANS-N,N'-DIMETHYLCYCLOHEXANE-1,2-DIAMI	67579-81-1	Comb IIIA		L	N/A	25	ml
TRIETHYL 2-PHOSPHONOPROPIONATE	3699-66-9	Comb IIIA		L	N/A	10	ml
TRIETHYLSILYL TRIFLUOROMETHANESULFONA	79271-56-0	Comb IIIA		L	N/A	10	ml
VINYLACETIC ACID	625-38-7	Comb IIIA		L	N/A	25	ml
					Total Combustible IIIA	***3 gal***	
Aniline	62-53-3	Comb IIIB	toxic, WR1		None	100 g	100 g
Ethylene Glycol		Comb IIIB	irritant	G	None	2 G	1 G
iodobenzene		Comb IIIB	irritant	S	None	5 g	5 g
					Total Combustible IIIB	***2 gal***	
				All units in this category are grams unless otherwise specified			
(1R,2R)-(-)-2-BENZYLOXYCYCLOHEXYLISOTHIOC	745783-98-6	Corrosive		S	None	1	
(1S,2S)-(+)-2-BENZYLOXYCYCLOHEXYLISOTHIOC	737000-89-4	Corrosive		S	None	1	
[HYDROXY(METHANESULFONYLOXY)IODO]BENZ	105551-42-6	Corrosive		S	None	50	
1,1-CYCLOBUTANEDICARBOXYLIC ACID	5445-51-2	Corrosive		S	None	100	
1,3-THIAZOL-4-YLACETIC ACID	7504-44-1	Corrosive		S	None	1	
1,8-DIAZABICYCLO[5.4.0]UNDEC-7-ENE	6674-22-2	Corrosive		S	None	40	
1-ACETYL-5-IDOLINESULFONYL CHLORIDE	52206-05-0	Corrosive		S	None	10	
2-(CHLOROMETHYL)PYRIMIDINE (HYDROCHLOR	936643-80-0	Corrosive		S	None	5	
2,2-DIFLUOROCYCLOPROPANECARBOXYLIC AC	107873-03-0	Corrosive		S	None	2	
2,4'-DIBROMOACETOPHENONE	99-73-0	Corrosive		S	None	50	
2,4-DIBROMOBUTYRYL CHLORIDE	82820-87-9	Corrosive		S	None	50	
2,4-DIMETHOXYBENZYLAMINE	20781-20-8	Corrosive		S	None	175	
2,6-DICHLOROBENZALDEHYDE	83-38-5	Corrosive		S	None	25	
2-BROMO-4,6-DIMETHYLANILINE	41825-73-4	Corrosive		S	None	30	
2-BROMO-4'-FLUOROACETOPHENONE	403-29-2	Corrosive		S	None	25	
2-BROMO-6-METHYL-NICOTINIC ACID METHYL E	885277-48-5	Corrosive		S	None	2.75	
2-CHLORO-5-CHLOROSULFONYL-4-FLUOROBEN	264927-50-6	Corrosive		S	None	5	
2-FLUORO-5-NITROBENZOYL CHLORIDE	709-46-6	Corrosive		S	None	5	
2-PHTHALIMIDOETHANESULFONYL CHLORIDE	4403-36-5	Corrosive		S	None	75	
3,4-DIFLUOROBENZENESULFONYL CHLORIDE	145758-05-0	Corrosive		S	None	10	
3,5-DIBROMOBENZALDEHYDE	56990-02-4	Corrosive		S	None	5	
3-BROMOBENZENESULFONYL CHLORIDE	2905-24-0	Corrosive		S	None	10	
3-Chloroperoxybenzoic acid, 937-14-4		Corrosive		S	None	100 g	100 g
3-METHYL-4-PENTENOIC ACID	1879-03-4	Corrosive		S	None	1	
3-QUINUCLIDINOL	1619-34-7	Corrosive		S	None	10	
4-(CHLOROSULFONYL)BENZOIC ACID	10130-89-9	Corrosive		S	None	50	
4-AMINO-2-METHYL-1-BUTANOL	44565-27-7	Corrosive		S	None	5	
4-CHLORO-3-NITROBENZENESULFONYL CHLOR	97-08-5	Corrosive		S	None	125	
4-CYANOBENZENESULFONYL CHLORIDE	49584-26-1	Corrosive		S	None	10	
4-Fluorobenzyl bromide		corrosive		S	None	5 g	5 g
4-NITROBENZENESULFONYL CHLORIDE	98-74-8	Corrosive		S	None	50	
5-CHLORO-2-FLUOROBENZOYL CHLORIDE	394-29-6	Corrosive		S	None	1300	
5-FLUOROPYRIDINE-3-BORONIC ACID	872041-86-6	Corrosive		S	None	5	
6-BROMO-4-METHYLISOQUINOLINE	958880-28-9	Corrosive		S	None	0.5	
6-HYDROXYISOQUINOLINE	7651-82-3	Corrosive		S	None	1	
Acetic anhydride	108-24-7	Corrosive	toxic	S	None	100 g	100 g
Acetyl chloride	75-36-5	Corrosive	toxic	S	None	100 g	100 g
ALPHA,ALPHA-DIMETHYLBENZYLAMINE	585-32-0	Corrosive		S	None	1	
AMMONIUM HEXAFLUOROPHOSPHATE	16941-11-0	Corrosive		S	None	50	
Ammonium hydroxide	1336-21-6	Corrosive	toxic	S	None	100 g	100 g
CERIUM(IV) SULFATE TETRAHYDRATE	10294-42-5	Corrosive		S	None	50	
Cesium carbonate	534-17-8	Corrosive		S	None	100 g	100 g
CHLORODIPHENYLSILANE	1631-83-0	Corrosive		S	None	50	

E2

Chemical	CAS	Primary Fire Code Class	Secondary Fire Code Class	S, L or G?	Current Storage Quantity	Projected Storage Quantity	Largest Container Size
CHLOROSULFONIC ACID	7790-94-5	Corrosive		S	None	100	
COPPER(II) TRIFLUOROMETHANESULFONATE	34946-82-2	Corrosive		S	None	15	
CYCLOPROPANESULFONYL CHLORIDE	139631-62-2	Corrosive		S	None	10	
DIBUTYLTIN DIACETATE	1067-33-0	Corrosive		S	None	50	
GOLD (III) BROMIDE	10294-28-7	Corrosive		S	None	2	
Hydrochloric acid	7647-01-0	Corrosive	toxic	S	None	100 g	100 g
ISOXAZOLE-5-CARBONYL CHLORIDE	62348-13-4	Corrosive		S	None	5	
Lithium hydroxide	1310-65-2	Corrosive		S	None	100 g	100 g
METHANESULFONIC ACID	75-75-2	Corrosive		S	None	100	
Methanesulfonic acid	75-75-2	Corrosive	toxic	S	None	100 g	100 g
MUCOBROMIC ACID	488-11-9	Corrosive		S	None	25	
N-bromosuccinimde		corrosive	irritant	S	None	100g	100g
N-chlorosuccinimide		corrosive	irritant	S	None	100g	100g
Oxalyl chloride	79-37-8	Corrosive	toxic	S	None	100 g	100 g
PALLADIUM (II) ACETATE	3375-31-3	Corrosive		S	None	7	
palladium (II) acetate		eye damage	none	S	none	5 g	5 g
PHOSPHOROUS ACID	13598-36-2	Corrosive		S	None	100	
Polyphosphoric acids	8017-16-1	Corrosive		S	None	100 g	100 g
POTASSIUM VINYLTRIFLUOROBORATE	13682-77-4	Corrosive		S	None	1000	
P-TOLUENESULFONIC ANHYDRIDE	4124-41-8	Corrosive		S	None	75	
P-TOLUENESULFONICACID MONOHYDRATE	6192-52-5	Corrosive		S	None	5	
PYRIDINE-3-SULFONYL CHLORIDE	16133-25-8	Corrosive		S	None	50	
RUTHENIUM TRICHLORIDE ANHYDROUS	10049-08-8	Corrosive		S	None	4	
RUTHENIUM(III) CHLORIDE HYDRATE	14898-67-0	Corrosive		S	None	15	
Selenium dioxide, 7446-08-4		Corrosive	toxic	S	None	100 g	100 g
SILVER(I) FLUORIDE	7775-41-9	Corrosive		S	None	5	
SODIUM HYDROXIDE	1310-73-2	Corrosive		S	None	2500	
Sodium hydroxide	1310-73-2	Corrosive		S	None	100 g	100 g
Sulfuric acid	7664-93-9	Corrosive	toxic	S	None	1000 g	1000 g
TERT-BUTYL METHYL[2-(METHYLAMINO)ETHYL(	112257-19-9	Corrosive		S	None	10	
TERT-BUTYL(CHLORO)DIPHENYLSILANE	58479-61-1	Corrosive		S	None	50	
TETRABUTYLPHOSPHONIUM HYDROXIDE	14518-69-5	Corrosive		S	None	100	
TETRAHYDROFURAN-3-SULFONYL CHLORIDE	1207346-29-9	Corrosive		S	None	2	
Thionyl chloride		Corrosive	toxic	S	None	100 g	100 g
Tin (II) chloride dihydride, 10025-69-1		Corrosive		S	none	100 g	100 g
TIN(II) TRIFLUOROMETHANESULFONATE	62086-04-8	Corrosive		S	None	1	
TRANS-2-METHYL-2-BUTENOIC ACID, KOSHER	80-59-1	Corrosive		S	None	100	
Trifluoroacetic acid	76-05-1	Corrosive	toxic	S	None	100 g	100 g
Trifluoroacetic Acid		Corrosive	toxic	L	N/A	2 L	1 L
Trifluoroacetic anhydride	407-25-0	Corrosive	toxic	S	None	100 g	100 g
Trifluoromethanesulfonic acid	1493-13-6	Corrosive	toxic	S	None	100 g	100 g
Trifluoromethanesulfonic anhydride	358-23-6	Corrosive	toxic	S	None	100 g	100 g
TRIFLUOROMETHANESULFONYL CHLORIDE	421-83-0	Corrosive		S	None	5	
TRITYL CHLORIDE	76-83-5	Corrosive		S	None	25	
ZIRCONIUM(IV) CHLORIDE	10026-11-6	Corrosive		S	None	60	
					Total Corrosives	***22 lb + < 1 gal***	
					Total Corrosives incl secondary hazards	***24 lb + < 2 gal***	
Hydrogen		Flam gas		G	None	4 CuFt	2 CuFt
Allylmagnesium bromide solution, 1.0 M in diethyl ether		Flam IA	toxic	L	None	100 mL	100 mL
Diethyl Ether		Flam IA	toxic	L	None	1 L	100 ml
					Total Flammable IA	***< 1 gal***	
2-Methylallylmagnesium bromide solution0.5 M in THF		Flammable	Skin corrosion (	L	None	100 mL	100 mL
Benzylmagnesium chloride solution, 1.0 M in 2-methyltetrahydrofuran		Flammable	Skin corrosion (	L	None	100 mL	100 mL
Cyclohexylmagnesium chloride solution, 1.0 M in 2-methyltetrahydrofuran		Flammable	Skin corrosion (	L	None	100 mL	100 mL
Cyclopropylmagnesium bromide solution, 1.0 M in 2-methyltetrahydrofuran		Flammable	Skin corrosion (	L	None	100 mL	100 mL
Ethylmagnesium bromide solution, 3.4 M in 2-methyltetrahydrofuran		Flammable	Skin corrosion (	L	None	100 mL	100 mL
Phenylmagnesium bromide solution 2.9 M in 2-methyltetrahydrofuran		Flammable	Skin corrosion (	L	None	100 mL	100 mL
(1-ETHOXYCYCLOPROPOXY)TRIMETHYLSILANE	27374-25-0	Flam IB		L	None	50	ml
(S)-+(-)-1,2-EPOXYBUTANE	30608-62-9	Flam IB		L	None	10	ml
1,8-Diazabicyclo[5.4.0]undec-7-ene(DBU)	6674-22-2	Flammable	toxic		None	100 g	100 g
1-Bromo-4-fluorobenzene		highly flamma	irritant	L	None	25 g	25 g
1-bromopropane		highly flamma	irritant	L	None	10 g	10 g
2,4,5-TRIMETHYLOXAZOLE	20662-84-4	Flam IB		L	None	25	ml
2-bromopropane		flammable	carcinogen	L	None	100 g	100 g
3,3-DIMETHYLPENT-4-ENOIC ACID	7796-73-8	Flam IB		L	None	1	ml
4-PENTEN-2-OL	625-31-0	Flam IB		L	None	5	ml

E3

Chemical	CAS	Primary Fire Code Class	Secondary Fire Code Class	S, L or G?	Current Storage Quantity	Projected Storage Quantity	Largest Container Size
5% wt. platinum on carbon, wet		Flammable		S	none	5 g	5 g
5-FLUORO-2-METHOXY-6-PICOLINE	375368-86-8	Flam IB		L	None	5	ml
Acetone		Flam IB		L	None	16 L	4L
Acetonitrile		Flam IB		L	None	16 L	4 L
Benzylamine	100-46-9	Flammable	toxic		None	100 g	100 g
BROMOCYCLOBUTANE	4399-47-7	Flam IB		L	None	5	ml
Chloroform		Flam IB		L	None	1 L	100 ml
CYCLOBUTANONE	1191-95-3	Flam IB		L	None	50	ml
DCM		Flam IB		L	None	16 L	4 L
Diethylamine		Flam IB		L	N/A	2 L	1 L
Diethylamine	109-89-7	Flam IB	Corrosive, UR3		None	100 g	100 g
Diisobutylaluminium hydride, 1191-15-7		Flammable	Pyrophoric	L	none	100 g	100 g
Dimethyl formamide		Flam IB		L	None	1 L	100 ml
Ethanol		Flam IB		L	None	1 L	0.5 L
Ethyl Acetate		Flam IB		L	None	40 L	4 L
Ethyldiisopropylamine	7087-68-5	Flammable	toxic		None	100 g	100 g
Hexane		Flam IB		L	None	40 L	4 L
Isopropanol		Flam IB		L	None	1 L	0.5 L
Methanol		Flam IB		L	None	16 L	0.5 L
METHYL 3-BUTENOATE	3724-55-8	Flam IB		L	None	1	ml
MTBE		Flam IB		L	None	2 L	1 L
n-propanol		Flam IB		L	None	1 L	0.5 L
Piperidine	110-89-4	Flam IB	corrosive, toxic		None	100 g	100 g
Potassium tert-butanolate	865-47-4	Flammable	Corrosive		None	100 g	100 g
Pyridine		Flam IB	toxic	L	None	1 L	100 ml
pyridine	110-86-1	Flam IB	toxic		None	100 g	100 g
Sodium methanolate	124-41-4	Flammable	toxic		None	100 g	100 g
Sodium tert-butoxide	865-48-5	Flammable	Corrosive		None	100 g	100 g
t-Butyl Alcohol		Flam IB		L	None	2 L	1 L
TERT-BUTYL ACRYLATE	1663-39-4	Flam IB		L	None	100	ml
THF		Flam IB		L	None	1 L	100 ml
Toluene		Flam IB		L	None	1 L	100 ml
TRANS-2,3-EPOXYBUTANE	21490-63-1	Flam IB		L	None	5	ml
TRANS-N,N'-DIMETHYLCYCLOHEXANE-1,2-DIAMINE		Flammable	toxic (Cat 4)	L	none	25 mL	25 mL
Triethylamine	121-44-8	Flam IB	corrosive, toxic		None	100 g	100 g
					Total Flammable IB	*41 gal*	
morpholine	110-91-8	Flam IC	corrosive		None	100 g	100 g
Sodium ethoxide	141-52-6	Flam IC	Corrosive, WR2		None	100 g	100 g
					Total Flammable IC	*< 1 gal*	
1-BROMO-3-CHLORO-2-FLUOROBENZENE	144584-65-6	Highly Toxic		S	none	200	g
3-METHYL-2-NAPHTHYLAMINE	10546-24-4	Highly Toxic		S	none	4	g
Lithium borohydride, 16949-15-8		Highly Toxic	Water reactive	S	none	100 g	100 g
1-IODO-3-NITROBENZENE	645-00-1	Flam solid		S	none	25	g
HOVEYDA-GRUBBS CATALYST 1ST GENERATIOI	203714-71-0	Flam solid		S	none	0.5	g
POTASSIUM ETHYLXANTHATE	140-89-6	Flam solid		S	none	100	g
RHODIUM ON CARBON	7440-16-6	Flam solid		S	none	5	g
Sodium cyanoborohydride, 25895-60-7		Flam solid	Highly toxic	S	none	100 g	100 g
ZINC-COPPER COUPLE	53801-63-1	Flam solid		S	none	100	g
					Total Highly Toxic	*< 1 lb*	
					Total Flammable Solid	*1.4 lb*	
					Total Unstable reactive (sec hazard)	*< 1 lb*	
					All units in this category are grams		
1-METHYL-1H-INDOL-5-AMINE	102308-97-4	toxic		S	none	2	
OS ENCATR 40	20816-12-0	toxic		S	none	1	
2,6-DIMETHOXYANILINE	2734-70-5	toxic		S	none	20	
2-[(AMINOOXY)SULFONYL]-1,3,5-TRIMETHYLBEN	36016-40-7	toxic		S	none	1	
2-CHLORO-4-(TRIFLUOROMETHYL)ANILINE	39885-50-2	toxic		S	none	5	
TRIBUTYLTIN METHOXIDE	1067-52-3	toxic		S	none	25	
1-BROMO-2-CHLOROETHANE	107-04-0	toxic		S	none	5	
3-BROMO-N1,N1-DIMETHYLBENZENE-1,4-DIAMIN	107100-00-5	toxic		S	none	10	
5-BROMO-4-CHLORO-1H-INDAZOLE	1082041-90-4	toxic		S	none	1	
PHENOL	108-95-2	toxic		S	none	100	
4-(DIMETHYLAMINO)PYRIDINE	1122-58-3	toxic		S	none	50	
4-BROMO-2,5-DIFLUOROANILINE	112279-60-4	toxic		S	none	100	
4-BROMO-2,5-DIFLUOROANILINE	112279-60-4	toxic		S	none	220	
6-BROMO-1H-PYRAZOLO[4,3-B]PYRIDINE	1150617-54-1	toxic		S	none	2	
PYROCATECHOL	120-80-9	toxic		S	none	10	

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Chemical	CAS	Primary Fire Code Class	Secondary Fire Code Class	S, L or G?	Current Storage Quantity	Projected Storage Quantity	Largest Container Size
TRIBUYTL(4,5-DIHYDROFURAN-2-YL)STANNANE	125769-77-9	toxic		S	none	10	
4-(TRIFLUOROMETHYL)PYRIDINE-2-THIOL	136547-17-6	toxic		S	none	10	
3-BROMO-5-HYDROXYBENZOIC ACID	140472-69-1	toxic		S	none	10	
3,6-DICHLOROPYRIDAZINE	141-30-0	toxic		S	none	50	
TRI-N-BUTYLTIN CHLORIDE	1461-22-9	toxic		S	none	50	
(+)-2,2'-ISOPROPLIDENEBIS[(4R)-4-PHENYL-2-OX	150529-93-4	toxic		S	none	4.5	
3-AMINOPROPIONITRILE	151-18-8	toxic		S	none	2	
(+/-)-VERAPAMIL HYDROCHLORIDE	152-11-4	toxic		S	none	2	
4-METHYL-2-PYRIDINECARBONITRILE	1620-76-4	toxic		S	none	2	
2-CHLOROETHANESULFONYL CHLORIDE	1622-32-8	toxic		S	none	250	
4-BROMO-2-HYDROXYBENZOIC ACID	1666-28-0	toxic		S	none	10	
1-IODO-2,6-DIMETHOXYBENZENE	16932-44-8	toxic		S	none	40	
ETHYL 2-CYANO-3,3-BIS(METHYLTHIO)ACRYLAT	17823-58-4	toxic		S	none	10	
3- BUTENYLAMINE HYDROCHLORIDE	17875-18-2	toxic		S	none	15	
4-N-(5-BROMOPYRIDIN-2-YL)MORPHOLINE	200064-11-5	toxic		S	none	5	
4-PYRROLIDINOPYRIDINE	2456-81-7	toxic		S	none	105	
5-BROMO-2-METHOXYBENZOIC ACID	2476-35-9	toxic		S	none	15	
2-METHYL-5-(TRIFLUOROMETHYL)ANILINE	25449-96-1	toxic		S	none	1	
5-BROMO-2-CHLORO-PYRIDIN-3-OL	286946-77-8	toxic		S	none	5	
6-CHLOROPYRIDINE-2-CARBONITRILE	33252-29-8	toxic		S	none	5	
4-(2-CHLOROETHYL)MORPHOLINE HYDROCHLO	3647-69-6	toxic		S	none	1	
5-AMINO-2-(TRIFLUOROMETHYL)BENZIMIDAZOL	3671-66-7	toxic		S	none	1	
2-AMINOINDOLE HYDROCHLORIDE	36946-70-0	toxic		S	none	0.5	
5-METHYLPYRIDINE-3-CARBONITRILE	42885-14-3	toxic		S	none	0.25	
2-FLUOROPYRIDINE-4-BORONIC ACID, PINACOL	458532-86-0	toxic		S	none	5	
3-AMINOPYRIDINE	462-08-8	toxic		S	none	50	
2-AMINOPYRIDINE	504-29-0	toxic		S	none	5	
4-METHOXYBENZOIC ACID	100-09-4	toxic		S	none	100	
5-FLUORO-2-METHOXY-6-PICOLINE	375368-86-8	toxic		S	none	5	
INDIUM (III) CHLORIDE, ANHYDROUS	10025-82-8	toxic		S	none	100	
2-Ethoxypyrimidine-5-boronic acid	1003043-55-7	toxic		S	none	10	
CHROMIUM(II) CHLORIDE	10049-05-5	toxic		S	none	80	
1H-PYRROLO[2,3-B]PYRIDIN-5-YLAMINE	100960-07-4	toxic		S	none	0.5	
4-METHOXY-PYRIDIN-2-YLAMINE	10201-73-7	toxic		S	none	2	
SODIUM TUNGSTATE DIHYDRATE	10213-10-2	toxic		S	none	200	
3,5-DIMETHOXYANILINE	10272-07-8	toxic		S	none	50	
2-CHLORO-5-NITROPYRIMIDINE	10320-42-0	toxic		S	none	40	
2-(3-(AMINOMETHYL)OXETAN-3-YL)ETHANOL	1045709-42-9	toxic		S	none	1	
ETHYL CYANOACETATE	105-56-6	toxic		S	none	20	
6-BROMO-3,4-DIHYDRO-2H-1,4BENZOXAZINE	105655-01-4	toxic		S	none	2	
5-TRIFLUOROMETHYL)ISOXAZOL-3-AMINE	110234-43-0	toxic	none	S	none	10	1 g
1,4-BUTANEDIOL	110-63-4	toxic		S	none	50	
N,N-DIMETHYLGLYCINE	1118-68-9	toxic		S	none	10	
PD-PEPPS-IPENT CATALYST	1158652-41-5	toxic		S	none	1	
(R)-2,3,4,9-TETRAHYDRO-1H-CARBAZOL-3-AMINE	116650-33-0	toxic		S	none	1	
(S)-2,3,4,9-TETRAHYDRO-1H-CARBAZOL-3-AMINE	116650-34-1	Toxic	carcinogen	L	None	2	5 g
INDOLE	120-72-9	toxic	irritant (cat 2)	S	none	50	1 g
AMMONIUM CHLORIDE	12125-02-9	toxic		S	none	500	
2-CHLORO-4-NITROANILINE	121-87-9	toxic		S	none	50	
6-BROMOPYRIDINE-3-METHANOL	122306-01-8	toxic		S	none	8	
2-BROMO-5-METHYLFURAN	123837-09-2	toxic		S	none	2	
N-CHLOROSUCCINIMIDE	128-09-6	toxic		S	none	100	
2-CHLORO-4-METHYLPYRIMIDINE	13036-57-2	toxic		S	none	20	
THIORIDAZINE HYDROCHLORIDE	130-61-0	toxic		S	none	5	
LITHIUM HYDROXIDE MONOHYDRATE	1310-66-3	toxic		S	none	100	
MANGANESE(IV) OXIDE	1313-13-9	toxic		S	none	350	
(S)-3-FLUORO-PYRROLIDINE HYDROCHLORIDE	136725-53-6	toxic		S	none	2	
ALPRENOLOL HYDROCHLORIDE	13707-88-5	toxic		S	none	2	
2,6-DIFLUORO-4-METHYLANILINE	1379028-84-8	toxic		S	none	4	
IRON(III) ACETYLACETONATE	14024-18-1	toxic		S	none	50	
METHYL 6-FLUOROPYRIDINE-3-CARBOXYLATE	1427-06-1	toxic		S	none	0.5	
LITHIUM TETRAFLUOROBORATE	14283-07-9	toxic		S	none	20	
HYDROQUINIDINE	1435-55-8	toxic		S	none	10	
METHYL 5-AMINOTHIOPHENE-2-CARBOXYLATE	14597-58-1	toxic		S	none	2	
PHENYLPHOSPHONIC ACID	1571-33-1	toxic		S	none	10	
3-AMINO-4-HYDROXYBENZOIC ACID	1571-72-8	toxic		S	none	50	
2-METHYL-4-PENTENOIC ACID	1575-74-2	toxic		S	none	100	

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Chemical	CAS	Primary Fire Code Class	Secondary Fire Code Class	S, L or G?	Current Storage Quantity	Projected Storage Quantity	Largest Container Size
3-BROMO-5-METHOXYBENZOIC ACID	157893-14-6	toxic		S	none	5	
TERT-BUTYL 4-(BROMOMETHYL)PIPERIDINE-1-C	158407-04-6	toxic	none	S	none	10	5 g
5-PHENYL-1,3,4-OXADIAZOL-2-AMINE	1612-76-6	toxic		S	none	4	
3-FLUORO-2-METHYLPHENYLBORONIC ACID	163517-61-1	toxic		S	none	2	
(R,R)-N,N'-BIS(3,5-DI-TERT-BUTYLSALICYLIDENE	164931-83-3	toxic		S	none	2	
TETRAHYDRO-2-FUROIC ACID	16874-33-2	toxic		S	none	10	
1-FLUORO-4-HYDROXY-1,4-DIAZONIABICYCLO[2	172090-26-5	toxic		S	none	50	
6-BROMO-BENZO[B]THIOPHENE	17347-32-9	toxic		S	none	1	
1,2-DIMETHYLIMIDAZOLE	1739-84-0	toxic		S	none	10	
2-BROMO-5-CHLOROBENZALDEHYDE	174265-12-4	toxic		S	none	50	
18-CROWN-6	17455-13-9	toxic		S	none	4	
4-AMINOCYCLOHEXANECARBOXYLIC ACID	1776-53-0	toxic		S	none	5	
PHENYLPHOSPHINIC ACID	1779-48-2	toxic		S	none	100	
METHYLTRIPHENYLPHOSPHONIUM BROMIDE	1779-49-3	toxic		S	none	50	
5-BROMO-7-AZAINDOLE	183208-35-7	toxic		S	none	1	
3,5-DICHLOROPYRIDAZINE	1837-55-4	toxic		S	none	1	
3-HYDROXYAZETIDINE HYDROCHLORIDE	18621-18-6	toxic		S	none	1	
2,6-DICHLOROTHIOBENZAMIDE	1918-13-4	toxic		S	none	35	
2-BROMO-1,3,5-TRICHLOROBENZENE	19393-96-5	toxic		S	none	25	
COPPER(II) TETRAFLUOROBORATE HYDRATE	207121-39-9	toxic		S	none	100	
1-CHLOROBENZOTRIAZOLE	21050-95-3	toxic		S	none	10	
2,3-DIMETHYL-5-NITROINDOLE	21296-94-6	toxic		S	none	1	
7-BROMO-1-CHLOROISOQUINOLINE	215453-51-3	toxic		S	none	1	
(S,S)-N,N'-BIS(3,5-DI-TERT-BUTYLSALICYLIDENE	219143-92-7	toxic		S	none	2	
2-CHLORO-5-METHOXYPYRIMIDINE	22536-65-8	toxic		S	none	0.5	
2,5-DICHLOROPYRIMIDINE	22536-67-0	toxic		S	none	51000	
4-AMINOISOQUINOLINE	23687-25-4	toxic		S	none	1	
4-METHOXYBENZYLAMINE	2393-23-9	toxic		S	none	25	
SULFER TRIOXIDE PYRIDINE COMPLEX	26412-87-3	toxic		S	none	100	
3-(TRITYLTHIO)PROPIONIC ACID	27144-18-9	toxic		S	none	5	
METHYL 4-AMINO-2-METHOXYBENZOATE	27492-84-8	toxic		S	none	175	
6-BROMO-4-AZABENZIMIDAZOLE	28279-49-4	toxic		S	none	1	
3-METHYLOXETANE-3-CARBOXYLIC ACID	28562-68-7	toxic		S	none	1	
IMIDAZOLE	288-32-4	toxic		S	none	300	
BIS[1,2-BIS(DIPHENYLPHOSPHINO)ETHANE]PALL	31277-98-2	toxic		S	none	1	
VANADYL ACETYLACETONATE	3153-26-2	toxic		S	none	10	
4-BROMOTHIAZOLE	34259-99-9	toxic		S	none	5	
1-METHYL-3-OXOPIPERAZINE	34770-60-0	toxic		S	none	1	
2-CHLORO-1-FLUORO-4-NITROBENZENE	350-30-1	toxic		S	none	25	
1-METHYL-2-AMINOINDOLE.HCL	36092-88-3	toxic		S	none	1	
2,2,2-TRIFLUOROETHYLAMINE HYDROCHLORIDE	373-88-6	toxic		S	none	60	
2-MERCAPTOPYRIDINE N-OXIDE SODIUM SALT	3811-73-2	toxic		S	none	25	
2,6-DI-TERT-BUTYL-4-METHYLPYRIDINE	38222-83-2	toxic		S	none	25	
TRIPHENYLPHOSPHINE POLYMER BOUND	39319-11-4	toxic		S	none	5	
(METHOXYMETHYL)TRIPHENYLPHOSPHONIUM C	4009-98-7	toxic		S	none	25	
3-BROMOINDAZOLE	40598-94-5	toxic		S	none	3	
TRIFLUOROACETIC ANHYDRIDE	407-25-0	toxic		S	none	25	
2-BROMO-5-FLUOROPYRIDINE	41404-58-4	toxic		S	none	5	
2-CHLORO-5-NITRONICOTINIC ACID	42959-38-6	toxic		S	none	5	
(2-BROMO-PYRIDIN-4-YL)CARBAMIC ACID TERT-	433711-95-6	toxic		S	none	2	
2-BROMO-4,6-DIFLUOROANILINE	444-14-4	toxic		S	none	10	
4-FLUORO-3-NITROBENZOIC ACID	453-71-4	toxic		S	none	400	
ALPHA-TOLUENESULFONAMIDE	4563-33-1	toxic		S	none	25000	
2-AMINOBENZOXAZOLE	4570-41-6	toxic		S	none	5	
3-BROMOPYRIDINE-4-BORONIC ACID	458532-99-5	toxic		S	none	1	
CINCHONIDINE	485-71-2	toxic		S	none	10	
4-CHLORO-1-METHYL-1H-IMIDAZOLE	4897-21-6	toxic		S	none	1	
HIPPURIC ACID	495-69-2	toxic		S	none	5	
3,4-DIHYDROXY-1-BUTENE	497-06-3	toxic	carcinogen	L	None	25	100g
3-DIMETHYLAMINOPIPERIDINE	50534-49-1	toxic		S	none	1	
2,4-PIPERIDINEDIONE	50607-30-2	toxic		S	none	5	
DICHLORO[(P-CYMENE)RUTHENIUM (III) DIMER	52462-29-0	toxic		S	none	1	
CDI	530-62-1	toxic		S	none	50	
TETRAHYDRO-2H-THIOPYRAN-3-CARBOXYLIC A	167011-35-0	toxic		S	none	2	
METHYLAMINE HYDROCHLORIDE	593-51-1	toxic		S	none	100	
N,N-DIMETHYL METHANESULFONAMIDE	918-05-8	toxic		S	none	30	
N,N-DIMETHYLETHANESULFONAMIDE	6338-68-7	toxic		S	none	10	

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Chemical	CAS	Primary Fire Code Class	Secondary Fire Code Class	S, L or G?	Current Storage Quantity	Projected Storage Quantity	Largest Container Size
N,N-DIMETHYLTHIOACETAMIDE	631-67-4	toxic		S	none	5	
N-FMOC-3-PIPERIDINONE	672310-11-1	toxic		S	none	1	
N-FMOC-3-PIPERIDINONE	672310-11-1	toxic		S	none	1	
NICKEL(II) ACETATE TETRAHYDRATE	6018-89-9	toxic		S	none	100	
NITROSOBENZENE	586-96-9	toxic		S	none	25	
PEPPSI-IPR CATALYST	905459-27-0	toxic		S	none	1	
Phosphorus pentachloride		toxic	carcinogen	S	None	5 g	5 g
Phosphoryl trichloride		toxic	carcinogen	S	None	10 g	10 g
PHTHALIC ANHYDRIDE	85-44-9	toxic		S	none	50	
POTASSIUM 2-ISOCYANOACETATE	58948-98-4	toxic		S	none	5	
POTASSIUM CARBONATE	584-08-7	toxic		S	none	100	
Potassium dichromate, 7778-50-9		toxic	carcinogen	S	None	100 g	100 g
POTASSIUM FLUORIDE, ANHYDROUS	7789-23-3	toxic		S	none	25	
POTASSIUM HYDROGENFLUORIDE	7789-29-9	toxic		S	none	500	
PYRIDINE HYDROCHLORIDE	628-13-7	toxic		S	none	100	
TERT-BUTYL 5-(4,4,5,5-TETRAMETHYL-1,3,2-DIOX	864771-44-8	toxic		S	none	1	
TETRAHYDROFURAN-3-CARBONYL CHLORIDE	69595-02-4	toxic		S	none	5	
TRICHLOROACETONITRILE	545-06-2	toxic		S	none	500	
TRIETHYLAMINE TRIHYDROFLUORIDE	73602-61-6	toxic		S	none	5	
TRIFLUOROACETIC ACID	76-05-1	toxic		S	none	100	
triphenylphosphine		toxic	sensitizer	S	none	25 g	25 g
ZINC BROMIDE, ANHYDROUS	7699-45-8	toxic		S	none	100	
ZINC CHLORIDE	7646-85-7	toxic		S	none	10	
ZINC CYANIDE	557-21-1	toxic		S	none	5	
waste toxic-contaminated materials		toxic		mixed	none	400 lb	55-gal drum
					Total Toxics (incl sec hazard)	*603 lb*	
Argon	7440-37-1	NFG		G	None	330 CuFt	330 CuFt
Nitrogen		NFG		G	None	7000 CuFt	5500 CuFt
					Total Non-Flammable Gas	*7330 cf*	
Nitric acid	7697-37-2	OX 2	Corrosive		None	100 g	100 g
Hydrogen peroxide, 7722-84-1		OX2	corrosive, UR1	L	None	100 ml	100 ml
Ceric ammonium nitrate, 16774-21-3		Oxidizer	Irritant	L	None	100 ml	100 ml
platinum(IV) oxide		oxidizer (Cat 2	irritant, eye	S	none	5 g	5 g
Pyridinium dichromate(PDC), 20039-37-6		Strong oxidize	Carcinogen	S	None	100 g	100 g
3-FLUOROAZETIDINE HYDROCHLORIDE	617718-46-4					1	g
SI-SILVER NITRATE (10%)	7761-88-8					500	g
Silver oxide, 1301-96-8		Strong oxidize	Irritant	S	None	100 g	100 g
					Total Oxidizers Class 2	*2.2 lb*	
Methyllithium solution, 1.6 M in diethyl ether		Pyrophoric	toxic (Cat 4) H3	L	None	100 mL	100 mL
sec-Butyllithium solution, 1.4 M in cyclohexane		Pyrophoric	Skin corrosion (	L	None	100 mL	100 mL
					Total Pyrophorics (incl sec hazards)	*< 1 lb*	
Lithium Aluminium Hydride, 16853-85-3		Water reactive	Corrosive	S	none	100 g	100 g
Sodium borohydride,16940-66-2		Water reactive	Toxic if ingested	S	none	100 g	100 g
Sodium hydride, 7646-69-7		Water reactive		S	none	100 g	100 g
Sodium triacetoxyborohydride, 56553-60-7		Water reactive	Irritant	S	none	100 g	100 g
					Total Water reactives (incl sec hazard)	*< 2 lb*	
Solid carbon dioxide		cryogen		S	None	50 lbs	50 lbs

E7

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, May 11, 2015

DATE: April 27, 2015

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

Applicant	ChemPartner
Applicant's Address	1430 O'Brien Drive, Suite F, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-508-8018 (Consultant)
Contact Person	Ellen Ackerman (EHS Consultant)
Business Name	ChemPartner
Type of Business	Request for a use permit for the indoor storage and use of hazardous materials for the research and development of medicinal chemistry associated with a contract research organization.
Project Address	1430 O'Brien Drive, Suite F, 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	Name/Title (printed)
5/5/2015	JON JOHNSTON - FIRE MARSHAL

Comments:

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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, May 11, 2015

DATE: April 27, 2015

TO: SAN MATEO COUNTY ENVIRONMENTAL HEALTH SERVICES DIVISION
Darrell Cullen, Hazardous Materials Specialist
San Mateo County Environmental Health
2000 Alameda de las Pulgas, Ste 100
San Mateo, CA 94403
(650) 372-6235

Applicant	ChemPartner
Applicant's Address	1430 O'Brien Drive, Suite F, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-508-8018 (Consultant)
Contact Person	Ellen Ackerman (EHS Consultant)
Business Name	ChemPartner
Type of Business	Request for a use permit for the indoor storage and use of hazardous materials for the research and development of medicinal chemistry associated with a contract research organization.
Project Address	1430 O'Brien Drive, Suite F, Menlo Park, CA 94025

FOR OFFICE USE ONLY

☐ The hazardous materials listed are not of sufficient quantity to require approval by this agency.

☐ 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.

☒ The Health Department has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures). The Health Department will inspect the facility once it is in operation to assure compliance with applicable laws and regulations.

The applicant's proposal has been reviewed by the San Mateo County Environmental Health Services Division by:

Signature/Date	Name/Title (printed)
Darrell A. Cullen — Digitally signed by Darrell A. Cullen DN: cn=Darrell A. Cullen, o=Environmental Health Services, ou=San Mateo County, email=dacullen@smcgov.org, c=US Date: 2015.04.30 09:42:28 -07'00'	

Comments: Contact Darrell Cullen (650) 372-6230 or dacullen@smcgov.org to set up your account and arrange an inspection. Submit to the County a HMBP electronically website:http://ehesubmit.smchealth.org

F2

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

AGENCY REFERRAL FORM

DATE: **May 11th, 2015**

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

Applicant	ChemPartner
Applicant's Address	1430 O'Brien Drive, Suite F, Menlo Park
Telephone/FAX	Tel: 650-508-8018 (Consultant, see below)
Contact Person	Ellen Ackerman of Green Environment (650- 508-8018)
Business Name	ChemPartner
Type of Business	Request for a use permit for the indoor storage and use of hazardous materials for the research and development of medicinal chemistry associated with a contract research organization.
Project Address	1140 O'Brien Drive, Suite A, Menlo Park

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)
5/13/15	BILL KITAJIMA PROJECTS MANAGER

Comments: Please confirm that West Bay Sanitary District is listed as an emergency contact, in the event of an accidental discharge to sanitary sewer. The emergency response plan was not included in the review material sent (see #7 of the HMIF).

F3

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, May 11, 2015

DATE: April 27, 2015

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

Applicant	ChemPartner
Applicant's Address	1430 O'Brien Drive, Suite F, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-508-8018 (Consultant)
Contact Person	Ellen Ackerman (EHS Consultant)
Business Name	ChemPartner
Type of Business	Request for a use permit for the indoor storage and use of hazardous materials for the research and development of medicinal chemistry associated with a contract research organization.
Project Address	1430 O'Brien Drive, Suite F, Menlo Park, CA 94025

FOR OFFICE USE ONLY

☐ The hazardous materials listed are not of sufficient quantity to require approval by this Division.

☑ 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.

☐ 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	Name/Title (printed)
Ron LaFrance 5/21/15	Ron LaFrance, Building Official

Comments:

F4

MEMORANDUM

DATE: June 8, 2015

TO: Planning Commission

FROM: Deanna Chow, Senior Planner
Community Development Department

RE: **Agenda Item F2: Review and Provide a Recommendation Regarding the Notice of Preparation with a Maximum Potential Development to be Studied in the General Plan Update Environmental Impact Report**

BACKGROUND

The General Plan serves as the City's comprehensive and long range guide to land use and development in the City's jurisdiction, and is required by State law. In late Summer 2014, the City of Menlo Park kicked off its General Plan Land Use and Circulation Element Update known as ConnectMenlo. A list of the events and activities to date are listed in Attachment A for reference. The events and activities have varied in content, format and purpose, some being more educational in nature like the symposiums while other events, such as the workshops and focus groups, were aimed at soliciting opinions and ideas. In addition, a number of meetings with the General Plan Advisory Committee (GPAC), Planning Commission and City Council have occurred and will occur to receive feedback and direction on the process and policies to be considered.

On March 31, 2015, the City Council and Planning Commission conducted a joint study session to review and provide feedback on the "Refined Draft M-2 Area Preferred Alternative" map. The study session staff report, map, correspondence, and presentation are available for review at the following link:

http://www.menlopark.org/809/Presentations-and-Staff-Reports.

The "Refined M-2 Preferred Alternative" map is the result of input from the public at community workshops and via surveys as well as guidance from the GPAC, and

shows the potential types and locations of land uses in the future, as well as potential infrastructure improvements such as new roadway and bicycle/pedestrian connections for the greater M-2 area. The total building square footage, number of housing units, hotel rooms, and jobs associated with potential new development are estimated based on the Refined Draft M-2 Area Preferred Alternative map, which is now being referred to as the Draft M-2 Area Alternative (Maximum Potential Development). The Planning Commission and City Council recognized the complexity of the topic, and requested more time in the schedule for additional dialogue and outreach with the broader community.

On April 14, 2015, the Council approved a modified schedule which included seven additional meetings between April 30 and June 18, 2015. The revised schedule results in a delay in the release of the Notice of Preparation (NOP) for the Environmental Impact Report (EIR) by approximately one month and a corresponding delay to the overall project schedule by one month, ending in July 2016.

ANALYSIS

Since mid-April, the ConnectMenlo team conducted a number of meetings and events to engage with the community to focus on key issues such as housing and transportation, and to solicit feedback on the M-2 area maximum potential development map. These meetings and events are summarized below. Additional information related to these items, including presentations, meeting summaries, and handouts, is available for review on the ConnectMenlo webpage at www.menlopark.org/connectmenlo.

- *Community Amenities Survey* – Following the March workshops, the City launched its third online survey to receive input on a number of benefits and improvements the community would like to see in Belle Haven and the M-2 Area. Participants were asked to prioritize broad topics such as transportation and community-serving retail, as well as specific implementation items within each topic. The results, which are available on the project webpage, will help inform the City about which community amenities should be prioritized as development in the M-2 Area occurs. The next steps are to:
    - Assign cost estimates for each program to get an idea of how much the program will cost to fund.
    - Engage M-2 property and business owners regarding the structure to implement the community benefits program.
    - Share the results with the Menlo Park Planning Commission and City Council to help the City determine which programs/projects should be funded first. The meetings are targeted for August 24 and September 8, 2015, respectively.

- *Open House* – The City hosted two open houses, one of which was held on Saturday, May 2, the second on Thursday, May 7. The purpose of the open houses was for participants to learn more about the ConnectMenlo process

and to provide feedback on the M-2 Area maximum potential development and other topic areas such as transportation. Attendees were encouraged to visit the five information "stations" and engage in dialogue with staff, the consultants, and each other. In addition, several of the major M-2 property owners, including representatives from Facebook, CS Bio and Tarlton Properties, hosted a station to share their ideas about the future of their properties and to receive input from the community. The second component of the open house was a facilitated question and answer session.

- *City Manager's Budget Workshop* – Throughout the ConnectMenlo process, there have been questions regarding what are the City revenue sources and how and where City funds are allocated. On May 26, 2015, the City Manager hosted a budget workshop, which included a "Budget 101" session to provide a broad overview of how City budgets work and a preview the City's fiscal year 2015-16 budget.

- *Housing Commission Meeting* – Housing has been one of the key components in the land use discussion. How much housing? What is the right mix of housing to build? Will there be affordable housing? How can the City address displacement of our current community members? These have been some of the questions that have been raised throughout the process. On May 28, 2015, ConnectMenlo, in conjunction with the Housing Commission, hosted a panel of four housing experts to share their perspectives on a variety of housing-related issues, such as housing economics, affordable housing policies and strategies, anti-displacement policies, and local housing implementation. The panel agreed that housing is a regional issue that needs to be addressed locally through both the production of more housing units that "fit" the community needs and a complimentary strategy for community stabilization, but not to the exclusion of new growth.

- *Joint Transportation/Bicycle Commission Meeting* – In addition to housing, transportation has been a key topic throughout the ConnectMenlo process. Jeff Tumlin of Nelson Nygaard was invited to speak to the Commissions and community to share ideas about ways to respond to growth and change while creating safe streets, options for getting around town, and new metrics for measuring performance.

GPAC Meeting

The GPAC conducted a meeting on June 3 to review the May open houses, results from the community amenities survey, and to provide a recommendation to the Planning Commission and City Council regarding the maximum potential development to be studied in the Notice of Preparation (NOP) for the Environmental Impact Report (EIR). Correspondence received since the March 25 GPAC meeting is provided at the following link: http://menlopark.org/DocumentCenter/View/6965.

In addition, the GPAC considered one additional piece of correspondence from Facebook, included as Attachment B, as well as the comments that were recorded at the community open houses in May, which are included as Attachment C. Comments related to the land use map include the desire to study a broad range of housing options, ideas about where and where not to include a grocery store, support for transit on the Dumbarton rail corridor, and a question about whether mixed-use is feasible at the MidPen site on the 1300 block of Willow Road.

The GPAC's discussion primarily focused on two issues: 1) maximum stories on the former Prologis site on Willow Road and 2) a property owner's request to expand the mixed use designation to a few properties on Haven Avenue. A few members of the public also provided comments at the meeting, including clarification on the square footages and stories of residential buildings, ideas for outreach, housing in-lieu fees, and questions about the survey results.

With regard to building height at the former Prologis site, several members expressed discomfort with the maximum residential height of eight stories, particularly along Willow Road. To reflect an earlier version of the land use map, members suggested that the maximum height be reduced to six stories, with an average of 4.5 stories. The range of heights would still provide modulation in the design and maintain the overall development figures while being sensitive to the neighborhood context. At the meeting, Facebook representatives indicated that they have no plans for eight story buildings, so a change to six stories would be a more accurate reflection of what is desired by the property owner. Although the map shows increased heights from existing conditions on the Prologis and Tarlton properties, the GPAC confirmed that there would be no changes to the current two story height limit along O'Brien Drive adjacent to the single-family residences.

The proposed change to the Haven Avenue area stems from a request from a property owner who owns land between existing R-4-S-residentially zoned property and proposed mixed use and hotel land uses. The property owner felt that to not change this land area would be a lost opportunity. The GPAC agreed that a change in land use for mixed use and office would be appropriate in the area and provide greater flexibility for the future.

The GPAC recommended (8-1; with Zumstein opposed and Bims, Butz, Mueller and Royse absent) to accept the Draft M-2 Area Alternative map with changes to reduce the maximum height to six stories at the Prologis site and an expansion of office and mixed-use land uses in a portion of the Haven Avenue area. These proposed modifications would not materially change the overall maximum potential development to be studied in the EIR.

<u>Draft M-2 Area Alternative (Maximum Potential Development)</u>

The M-2 Area Alternative map, inclusive of the GPAC's recommendations, is included as Attachment D. The map reflects the input from the community

workshops, online and paper surveys, property owners, and refinements from the GPAC at their meeting in March. The combination and location of land uses are intended to create two distinct live/work/play areas, one in the Jefferson Drive area and the second along Willow Road.

The maximum potential development will be used to establish the project description in the EIR and fiscal impact analysis (FIA), and for developing General Plan and zoning policies and standards. The Draft M-2 Area Alternative map could potentially result in new development for the area, including:

- Up to 2.1 million square feet of non-residential buildings beyond what is currently allowed in the General Plan;
- Approximately 4,500 new housing units;
- Approximately 5,500 new jobs; and
- Approximately 600 new hotel rooms.

The Planning Commission should review and make a recommendation on the maximum potential development for the M-2 Area at its meeting on June 8. The recommendation will be forwarded to the City Council for consideration at its June 16, 2015 meeting.

Notice of Preparation

The Notice of Preparation (NOP) is typically the first public step in the environmental review process. The NOP is distributed to all responsible agencies who may have discretionary approval over the project, as well as trustee agencies who are responsible for natural resources potentially affected by the project. The NOP solicits input from these agencies as well as the public on the scope and content of the environmental information to be included in the EIR.

At the Planning Commission meeting of June 8, the Commission will have an opportunity to provide feedback on the draft NOP before it is officially released to the public. The draft NOP is included as Attachment E, with the maximum potential development figures shown on page six.

Once the NOP is released, a 30-day public review period begins. Staff anticipates releasing the NOP on June 18, 2015, following the City Council's review of the maximum potential development and draft NOP. In September 2015, staff is scheduled to conduct an EIR scoping session at a Planning Commission meeting. A scoping session allows the public and staff to learn about potential concerns and further refine issues to be studied in the EIR. This step in the process allows members of the public another opportunity to comment on the content of the EIR. Comments received during the public scoping are considered in preparing the Draft EIR analysis.

Upcoming Milestones

Following the Planning Commission meeting, the City Council will review and provide guidance on the maximum potential development. The figures will be included in the NOP, with the intent of releasing the NOP on June 18, 2015. The end of the NOP review period would be July 20, 2015.

During the summer of 2015, ConnectMenlo will enter its next phase and begin discussing goals, policies, programs and development regulations. The GPAC is scheduled to meet on June 25, 2015 to begin review of the draft General Plan policies, followed by a meeting in late July to review the drafts of the Land Use and Circulation Elements and the Zoning Ordinance Update. A community workshop and meetings with the Planning Commission and City Council are scheduled in August and September, respectively. A summary of the upcoming schedule through September 2015 is included as Attachment F.

RECOMMENDATION

The Draft M-2 Area Alternative map represents collective input from the community, property owners and GPAC through an extensive outreach process. The map translates into the maximum potential development for the M-2 area, and will be used for study purposes in the EIR and FIA. Staff recommends that the Planning Commission concur with the GPAC's recommendation, and in turn, recommend that the City Council accept the Draft M-2 Area Alternative map and associated maximum potential development figures and release NOP to begin preparation of the EIR.

ENVIRONMENTAL REVIEW

The General Plan and M-2 Zoning update is subject to the California Environmental Quality Act (CEQA) and an Environmental Impact Report (EIR) will be prepared as part of the process.

PUBLIC NOTICE

Public notification consisted of publishing a legal notice in the local newspaper and by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting. In addition, the City sent an email update to subscribers of the ConnectMenlo project page, which is available at the following location: www.menlopark.org/connectmenlo. This page provides up-to-date information about the project, allowing interested parties to stay informed of its progress and allow users to sign up for automatic email bulletins, notifying them when content is updated or meetings are scheduled.

ATTACHMENTS

A. ConnectMenlo Schedule as of June 2015
B. Correspondence from Fergus O'Shea of Facebook, dated May 21, 2015
C. Summary of May 2 and May 7, 2015 Open Houses
D. Draft M-2 Area Alternative (Maximum Potential Development) map
E. Draft NOP for General Plan Update
F. ConnectMenlo Schedule through September 2015

CONNECTMENLO

menlo park land use & mobility update

ConnectMenlo Activities and Events (August 2014 – June 2015)

Meeting Topic	Meeting Date
GPAC Meeting #1	August 25, 2014
Launch ConnectMenlo Survey – Guiding Principles	September 10, 2014
Workshop #1 – Guiding Principles	September 11, 2014
Workshop #1 – Guiding Principles (repeat)	September 17, 2014
Symposium #1: Growth Management & Economic Development	September 23, 2014
Focus Group #1: Receive community feedback on ideas discussed at Symposium #1	September 29, 2014
Mobile Tour #1: Menlo Park	October 1, 2014
Stakeholders Meeting	October 2, 2014
Symposium #2 – Transportation – LOS Case Studies	October 8, 2014
Mobile Tour #2 – Other Communities	October 14, 2014
Focus Group #2 – Receive community feedback on ideas discussed at Symposium #2	October 16, 2014
Launch ConnectMenlo mobile app	October 20, 2014
End Survey on Guiding Principles	October 26, 2014
GPAC Meeting #2	November 10, 2014
City Council Presentation – Guiding Principles	November 18, 2014
GPAC Meeting #3	December 4, 2014
Joint City Council/Planning Commission Study Session – Guiding Principles	December 9, 2014
City Council – Accept the Guiding Principles	December 16, 2014
Workshop #2- Present Future Land Use and Circulation in M-2 Area	December 18, 2014

A1

Meeting Topic	Meeting Date
Launch ConnectMenlo Survey – M-2 Area Land Use Alternatives Map	December 30, 2014
Open House	January 8, 2015
Release Pubic Review Draft Existing Conditions Reports	Week of January 12, 2015
City Council Status Report	January 13, 2015
End Survey on Land Use Alternatives	Tuesday, January 20, 2015
GPAC Meeting #4 – Review Findings from Workshop #2 and Land Use Alternatives	Wednesday, January 28, 2015
Comment Deadline for Public Review Draft Existing Conditions Reports	Week of February 9, 2015
Planning Commission Status Report	Monday, February 9, 2015
GPAC Meeting #5 – Discuss Preferred Alternative	Thursday, February 12, 2015
City Council Status Report	Tuesday, February 24, 2015
Workshop #3 Review Preferred Land Use Alternative and Community Programs	Thursday, March 12, 2015
Launch ConnectMenlo Survey – Community Programs/Amenities	March 17, 2015
Open House #3 Review Preferred Land Use Alternative and Community Programs Survey	Thursday, March 19, 2015
GPAC Meeting #6 – Review Findings from Workshop #3	Wednesday, March 25, 2015
Joint City Council/Planning Commission Meeting on Preferred Land Use Alternative	Tuesday, March 31, 2015
City Council Schedule Update	Tuesday, April 14, 2015

Meeting Topic	Meeting Date
End Survey on Community Amenities	Monday, April 20, 2015
Community Open House	Saturday, May 2, 2015
Community Open House	Thursday, May 7, 2015
City Manager's Budget Workshop	Tuesday, May 26, 2015
Housing Commission Meeting – Housing Panel Discussion	Thursday, May 28, 2015
Joint Transportation and Bicycle Commission Meeting on Circulation/Transportation Issues	Monday, June 1, 2015

Subject: FW: Facebook Update to Connect Menlo GPAC

From: Fergus O'Shea [mailto:fergus@fb.com]
Sent: Thursday, May 21, 2015 8:10 AM
To: harrybims@me.com; david.bohannon@ddbo.com; Vincent Bressler; heidibutz@aol.com; James Cebrian; Kristin.kuntz.duriseti@gmail.com; Adina Levin; Mueller, Raymond; Ohtaki, Peter I; rroyse@rroyselaw.com; Katherine Strehl; Lmichele.tate@gmail.com; mzumstein@rmkb.com
Cc: Justin Gurvitz; Tosta, Timothy; John Tenanes; Murphy, Justin I C; Charlie Knox; Ryan Patterson
Subject: Facebook Update to Connect Menlo GPAC

Dear GPAC Members,

You will soon be making a recommendation to the City Council regarding the maximum development envelope to study in the EIR for the City's General Plan Update. Before you do, we would like to share some thoughts about why we feel studying a range of housing solutions is important.

At the meeting in February, we suggested studying significant housing as part of the ConnectMenlo process. Since then, we've been exploring ways in which housing might help alleviate traffic, support a better jobs/housing balance, create sufficient demand for grocery and other retail services, and help support public education.

Through the ConnectMenlo process and our own outreach, we've heard about many of the challenges facing our community and we believe housing will play an important role in addressing some of these issues. By studying the options now, we will have real data on the costs and benefits of different amounts and types of housing. This process will ensure that the public is informed about how different levels of housing could support the broader vision for the M-2 and deliver solutions to many of the challenges facing the community. The city will be under no obligation to approve it. For these reasons, we recommend studying a wide range of housing solutions as part of the General Plan Update EIR.
Thank you for your time and consideration.

Regards

Fergus O'Shea

B1

CONNECTMENLO

menlo park land use & mobility update

MENLO PARK GENERAL PLAN UPDATE

COMMUNITY OPEN HOUSE #4

MAY 2, 2015 (9-11 AM)

& MAY 7, 2015 (7-9 PM)

The purpose of these two open houses was to provide the community with more time to learn more about the ConnectMenlo process and the General Plan components and give feedback on the land use map for the M-2 Area.

The open house included a gallery of display boards which participants were encouraged to review after signing in. Rosie Dudley of Placeworks briefly welcomed the community members in attendance, introduced the ConnectMenlo team and described the purpose and the format of the open house.

The display boards were arranged into five stations around the room. Each station included post-it notes, which participants were encouraged to use to write down their comments and ideas and post them to the display boards. The stations were grouped as follows:

1. An overview of the ConnectMenlo process including the project's schedule, meetings to date, planning boundary map, and established Guiding Principles. City staff and members of the General Plan Advisory Committee were in attendance to answer questions and respond to comments.
2. A land use station including the existing and approved land uses in the M-2 Area, images of projects that have already been permitted or are under construction, the draft maximum development potential map for the M-2 Area, and a board showing how the community input has shaped the maximum development potential map for the M-2 Area. Charlie Knox of PlaceWorks was present to answer questions and respond to comments.
3. A summary board of the most recent community survey findings which showed how the community has ranked community amenities in online and paper surveys. Rosie Dudley was present to answer questions and respond to comments.
4. A transportation station including the projects that are already underway and/or funded throughout the city, examples of what pedestrian, bicycle and transit improvements could look like, and examples of what activating the Dumbarton Rail could look like. Jessica Alba of Nelson\Nygaard and Nikki Nagaya, the City's Transportation Manager were present to answer questions and respond to comments.

C1

5. A property owners' station including proposals from three of the M-2 Area property owners: Facebook, CS Bio and Tarlton. A number of representatives from each company were present to answer questions and respond to comments.

After an hour of reviewing the boards and talking to the team representatives, the participants were gathered to engage in a facilitated Question and Answer (Q&A) Session to ask the ConnectMenlo team questions. Rosie Dudley facilitated the May 2 open house Q&A session and AddieRose Mayer of Peninsula Conflict Resolution Center facilitated the May 7 open house Q&A session. Justin Murphy, Assistant Community Development Director, Deanna Chow, Senior Planner, Charlie Knox, Nikki Nagaya and Jessica Alba responded to the questions.

The question and responses from the ConnectMenlo staff and consultant team from each open house are summarized here:

Question 1: What's the big picture for all of Menlo Park? How can we provide access to quality education? New development needs to connect to schools in other parts of Menlo Park

Answer: *Safe routes to school are underway. Bike and pedestrian improvements, including grade-separated bridge and tunnel across major roadways and railways are being planned. City-wide traffic signal timing improvements are underway.*

Question 2: What consideration/attention is there for those who have to drive to work?

Answer: *Increasing options to take transit and making the above-mentioned improvements will lessen the number of drivers on the street and make it easier for those who do have to drive.*

Question 3: What resources are being allocated to existing gridlock and traffic problems?

Answer: *Many projects have been funded and are underway (see map), including:*
- *Willow/101 interchange*
- *Neighborhood traffic-calming techniques can be considered such as speed bump*

Question 4: What is the percentage of Affordable Housing in Belle Haven? Compared to Menlo Park? Will this change with new development?

Answer: *There are 240 units in Belle Haven; 400 units in Menlo Park. New development should include housing for workers so they can walk to work. Not all will be affordable housing. There are various programs to allocate some new housing for Belle Haven residents and workers.*

Question 5: Will senior housing be built? What's the process to apply for senior housing?

Answer: *MidPen Housing is proposing a new 90 affordable senior development on Willow Road. The City has a list/application coordinated with MidPen. Contact us to get*

connected. In addition, 60 affordable units are under construction on the VA campus and are targeted to serve veterans.

Question 6: How many City Council members live in Belle Haven?

Answer: *None. It's not a legal requirement nor typical for a city of this size to have council members represent each district/neighborhood.*

Question 7: Can we get data to see how City tax revenue is being spent per neighborhood?

Answer: The City receives funds through a variety of sources and through the budget process, allocates resources. The City will schedule a meeting to discuss how the budget is allocated.

UPDATE: The City has scheduled a City Budget Workshop on May 26 at the Senior Center.

Question 8: What is the plan for the train tracks?

Answer: *Caltrain will move the ballast by October 1st. We have heard various ideas for better use of the right-of-way, including ped/bike trails and bus, light rail or train between Redwood City and Willow Road to use existing tracks and the adjacent area. The City is meeting with Caltrain to plan how to use the tracks and right-of-way.*

Question 9: There has been talk about new one-bedroom or studio units, but they may actually have many people living in them. How will the new housing actually serve residents? Even if residents are primarily Facebook employees they have families, too and will need schools.

Answer: *When we study small units we make assumptions about parking/trips. There are ways to require/limit number of people in units (e.g. tenant agreements). Not all units will be small; we have heard the need for family units.*

Question 10: What are the plans to address education? We have to be responsible for our school districts and meet demand with quality schools. How can we work together to improve education in Belle Haven?

Answer: *The Guiding principles address this need. Because the City doesn't control the school districts, we are working to make improvement in partnership with the School District.*
Next steps: The City will look into coordinating a meeting between the Districts and the community to see how we can work together to improve education in Belle Haven.

Question 11: What about private schools? Is Facebook planning to fund an elementary school?

C3

Answer: *Not at this time; working on STEM (Science, Technology, Engineering, Math) education with Ravenswood School District. Facebook has provided computers and funding to support programs.*

Question 12: Can the Belle Haven Library hours be extended to get more use out of it? Same with the pool hours?

Answer: *We have heard the desire for the need to improve/enhance these services and will let the providers know there is demand.*

Question 13: How will this process address near-term transportation issues especially as tech companies are no longer allowing employees to work from home? Can we start congestion pricing on neighborhood streets and charge non-residents?

Answer: *The key is using incentives more than disincentives so we are not placing additional burden on those who commute long distances. . We must give transit incentives and fund Bus Rapid Transit (BRT), bicycle improvements, and rail so people have options.*

Question 14: What is Menlo Park doing to partner with other cities to reduce traffic?

Answer: *We're working with Palo Alto and Redwood City to address and prioritize strategies. There is room for more collaboration to address Willow. The City's Capital Improvement Project and its budget is updated annually and this year's update may result in more shuttles and circulators.*

Question 15: How will the City ensure current residents/renters don't get pushed out of homes? How will City ensure Belle Haven doesn't take on all of Menlo Park's affordable housing?

Answer: *We are looking at best practices to address this complex regional problem. We will discuss with a panel of experts at the Housing Commission on May 28 held in the Senior Center. The City's Housing Element has upzoned downtown and provided an affordable housing overlay to encourage development. Units have yet to be built; it will depend on property owners. When we change the M-2 Area zoning, we will look at including affordable development into the code.*

Question 16: How do in-lieu fees work in Menlo Park?

Answer: *The City's Below Market Rate (BMR) program includes low-income ownership housing and separate assessment for low-income rental housing. We're in the process of updating the Nexus study to require inlieu fees on rental units, as well. There are benefits to allowing in-lieu fees so units can be built elsewhere by affordable housing developers and there are benefits to having affordable units built on-site. MidPen Housing is the only housing developer to have responded to use the BMR funding available.*

Question 17: Can we have a healthy market? Whole Foods is discussing a lower cost market which would be good in Belle Haven. Are the locations for a grocery store and pharmacy shown on the M-2 Area Maximum Development Potential Map for sure?

Answer: *We have heard that request throughout the process and are noting it as a priority community amenity. None of the locations are for sure until a development is permitted and gets built, but the property owners in the area have been listening to the desire and will be funding community amenities.*

Question 18: Is BART connecting down the peninsula?

Answer:*BART is in the process of being extended along the East Bay from San Jose to San Jose. There are no plan to extend BART beyond Millbrae.*

Question 19: Is the City considering relinquishing Caltrans-owned roadways like 101, Willow, Bayfront? Have other cities done this?

Answer: *The City has considered taking ownership of locally serving streets. San Jose has taken ownership of El Camino Real within its city limits and other cities along the peninsula are considering the same. East Palo Alto took over University Drive within the past decade.*

Question 20: Will the new housing on Facebook property be open to anyone?

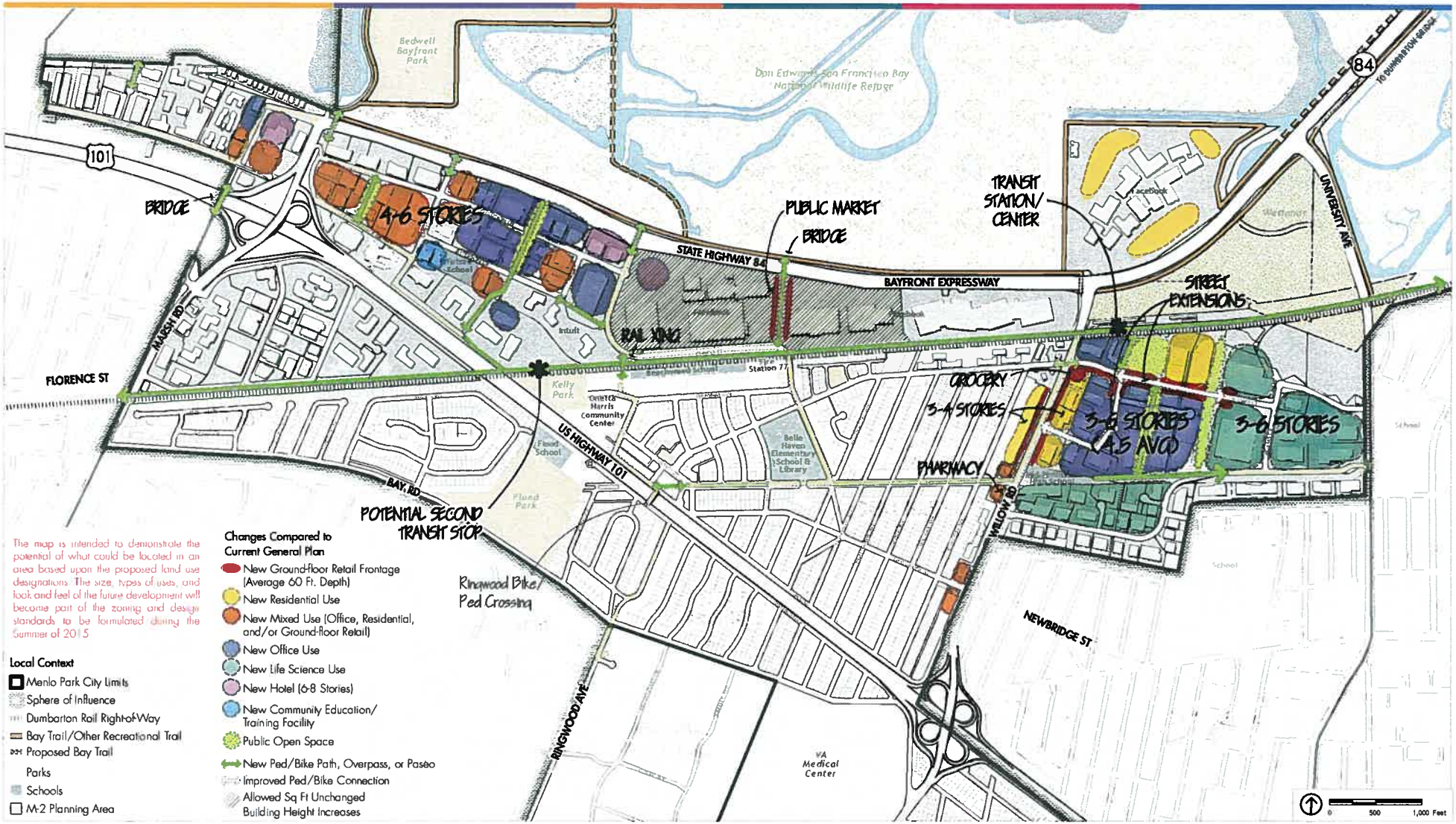
Answer: *The units on the Facebook campus wouldbe for employees only, but the units proposed on the Prologis site would be open to anyone.*

WRITTEN COMMENTS

Participants were asked to post their comments and ideas on the display boards. The following comments were made:

- Dog Park on Belle Haven side of Willow-- add to park on Market Place.
- Speeding and cut-through on Chilco Street and Newbridge Street
- With the Willow/101 improvements will there be capacity increase?
- Bus shelters in Belle Haven
- Queuing from Willow on to 101 and LTs (left turns) on to Newbridge
- Dumbarton Rail Funding
- University/84 traffic is backing up into Menlo Park/Willow/Marsh/101. With the signals connected will it result in actual improvements?
- Higher speed numbs in 1300 block of Hamilton near Greenheart project
- Improvement/remodel Belle Haven Park (Chilco and Ivy) – bathrooms,! lighting, update structure (play), make it safer
- Please don't put a grocery store on the corner of Willow and Hamilton. It is already too congested and putting a grocery store will only increase congestion.
- Is the retail on MidPen's housing site on Willow possible now that there are changes to the right-of-way?
- The parcel at the southeast corner of Independence and Chrysler (next to Intuit) should have four stories of housing above a first level of retail (grocery).
- Provide permits for Belle Haven residents; charge others to use Willow Road.
- Relinquish Willow [from Caltrans control.]

- Congestion pricing.
- We need an additional Caltrain line on Dumbarton railway.
- I don't believe that education and a grocery store should be considered "services." I feel these are basic needs and other services should be considered.
- Thank you!
- Expand hours and enhancement of Belle Haven Library.
- Expand hours and upgrade pool facility.
- Whole Foods market.
- Speaker/Arts program to enhance literacy, arts, culture in Belle Haven.
  For planned Facebook public park—to make it truly inviting to public, please include some sort of children's play structure so it will be welcoming to parks' key audience: kids! Thanks!



DRAFT M-2 AREA MAXIMUM POTENTIAL DEVELOPMENT

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DRAFT NOTICE OF PREPARATION ENVIRONMENTAL IMPACT REPORT CITY OF MENLO PARK

Date: June 18, 2015

To: State Clearinghouse
State Responsible Agencies
State Trustee Agencies
Other Public Agencies
Interested Organizations

From: Deanna Chow
Senior Planner
City of Menlo Park
701 Laurel Street
Menlo Park, CA 94025

Subject: **Notice of Preparation (NOP) of the Draft Environmental Impact Report (EIR) for the Menlo Park General Plan (Land Use & Circulation Elements) and M-2 Area Zoning Update**

Lead Agency: City of Menlo Park Planning Division

Project Title: Menlo Park General Plan (Land Use & Circulation Elements) and M-2 Area Zoning Update, also known as ConnectMenlo

Project Area: City of Menlo Park

Notice is hereby given that the City of Menlo Park (the City) will be the Lead Agency and will prepare a program level environmental impact report (EIR) for the Menlo Park General Plan (Land Use & Circulation Elements) and M-2 Area Zoning Update, also known as ConnectMenlo ("proposed Project" or "Project"). The proposed Project, its location, and potential environmental effects are described below. Pursuant to the California Environmental Quality Act (CEQA) Guidelines (14 California Code of Regulations Section15060(d)), the City has determined that an EIR is required for the proposed Project, and therefore an Initial Study will not be prepared and the City will begin work directly on the EIR.

Even though ConnectMenlo is technically a "project" that requires environmental review under CEQA, as a collection of City policies and regulations it qualifies for program level analysis, which evaluates total potential effects on the environment due to anticipated growth and change, but does not require the kind of building-by-building mitigation activities that may be assigned to individual construction and development projects that follow adoption of the General Plan and Zoning Ordinance updates. The level of review and associated processing time needed for those

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individual activities may be streamlined if they comply with overarching rules prescribed in the ConnectMenlo Update and EIR.

The City is requesting comments and guidance on the scope and content of the EIR from interested public agencies, organizations and individuals. With respect to the views of Responsible and Trustee Agencies as to significant environmental issues, the City needs to know the reasonable alternatives and mitigation measures that are germane to each agency's statutory responsibilities in connection with the Project. Responsible agencies may need to use the EIR prepared by the City when considering permitting or other approvals for the Project.

Comments on the NOP are due no later than the close of the NOP review period 5:00 p.m. on **Monday, July 20, 2015**. However, we would appreciate your response at the earliest possible date. Please send your written comments to Deanna Chow at the address shown above or email to connectmenlo@menlopark.org with "Menlo Park General Plan Update EIR" as the subject. Public agencies providing comments are asked to include a contact person for the agency.
A Scoping Session is currently tentatively scheduled to be held by the Planning Commission at its regular meeting on:

September 21, 2015, 7:00 p.m.
Menlo Park City Council Chambers
701 Laurel Street
Menlo Park, CA 94025

The scoping meeting will provide an opportunity for the City to summarize the General Plan and Zoning Code Update process. **The focus of the scoping meeting will be on the content to be studied in the EIR.** The Scoping Meeting is purposely being held several months after release of this Notice of Preparation to allow the community to participate in the development and review of proposed General Plan Land Use and Circulation Element goals, policies, and programs, and M-2 Area Zoning Ordinance provisions and Design Standards, as those are expected to provide mitigation of environmental effects, in addition to any mitigation measures prescribed in the EIR.

INTRODUCTION

The purpose of an EIR is to inform decision-makers and the public of the potential environmental effects of a proposed project. The EIR process is intended to provide environmental information sufficient to evaluate a proposed project and its potential to cause significant effects on the environment; examine methods of reducing adverse environmental impacts; and consider alternatives to a proposed project. A Fiscal Impact Analysis (FIA) is also being prepared to evaluate fiscal impacts on the City of Menlo Park and special districts from the proposed project.

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The Menlo Park General Plan (Land Use & Circulation Elements) and M-2 Area Zoning Update EIR, also known as ConnectMenlo, will be prepared as a program EIR in accordance with CEQA and the CEQA Guidelines. The project location, project description, and the potential environmental effects that will be evaluated in the EIR are described generally below. As mentioned above, subsequent projects to General Plan and Zoning changes will be subject to a separate environmental review process.

PROJECT LOCATION

The Project Study Area consists of all land within the city of Menlo Park, its Sphere of Influence (where the City maintains a role in land use and transportation decisions through future annexations of unincorporated areas), and a proposed Planning Area (where the City believes the Menlo Park community should be able to participate in influencing land use and transportation decisions). As shown in Figure 1, Menlo Park is located at the southern edge of San Mateo County. The City is generally bounded by San Francisco Bay to the north and east; the cities of East Palo Alto and Palo Alto and Stanford University to the southeast; and Atherton, unincorporated North Fair Oaks, and Redwood City to the northwest. The City is accessed by Interstate 280 (I-280), U.S. Highway 101 (US 101), Caltrain, State Route 84 via the Dumbarton Bridge, and a variety of arterial, collector and residential streets, as well as regional and local pedestrian and bicycles routes. The majority of land in Menlo Park is designated for residential use; other General Plan land use categories include Industrial/Business Park, Open Space/Recreation, Commercial, and Public Facilities/Institutional.

The M-2 Area, which is the focus of future land use change under the Project, comprises the northern-most portion of Menlo Park. The M-2 Area (see Figure 2) is generally bounded by San Francisco Bay to the north; Redwood City to the west; East Palo Alto to the southeast; and the Menlo Park neighborhoods of Belle Haven, Flood Triangle, Suburban Park, and Lorelei Manor to the south. Currently, most land in the M-2 Area is designated for industrial/business park use. The M-2 Area contains major regional transportation links, including Bayfront Expressway (State Route 84), Willow Road (State Route 114), and University Avenue (State Route 109) all of which are utilized heavily to provide access to the Dumbarton Bridge.

PROJECT DESCRIPTION

Often described as each city's "constitution," general plans are required by State law to guide land use and development, usually for a period of 20 years. With the Menlo Park Housing, Open Space/Conservation, Noise, and Safety Elements having been recently updated, the focus of the Project is on the Land Use and Circulation Elements (as well as zoning provisions to implement any land use changes in the M-2 Area). These two elements are central components of the General Plan because they describe which land uses should be allowed in the City, where those

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land uses should be located, how those land uses may be accessed and connected, and how development of those uses should be managed so as to minimize impacts and maximize benefits to the City and its residents.

The Land Use Element frames the type and scale of potential development that may occur over the next 20 years, particularly in the M-2 Area. The Circulation Element will address transportation issues throughout the City, and both updated Elements will be consistent with the other General Plan Elements and the El Camino Real/Downtown Specific Plan.
The Project also includes an update to the City's Zoning Ordinance provisions for the M-2 Area to implement the updated General Plan programs, as well as Design Standards for development in the M-2 Area.

Community engagement is the foundation of the Project. Updated planning policy language will only be meaningful if it helps achieve the community's vision for the future. The in-person public outreach and participation process has included workshops and open houses; mobile tours of Menlo Park and nearby communities; informational symposia; stakeholder interviews; focus groups; recommendations by a General Plan Advisory Committee (GPAC) composed of City commissioners, elected officials, and community members; and consideration by the City Council and Planning Commission at public meetings. Many more opportunities will occur throughout the process to ensure that community members play a central role in guiding the General Plan and Zoning Ordinance updates. In addition, the Project features a comprehensive website, online surveys, and a mobile app that provides access to information and documents.
The Menlo Park General Plan and M-2 Area Zoning Update will be evaluated using a program EIR that determines whether potential future land use and circulation system changes may result in impacts that need to be mitigated. By incorporating implementation provisions that purposely reduce environmental impacts, the proposed updates can be made largely "self-mitigating," which reduces the need for separate EIR mitigation measures, improves the efficiency of implementation, and increases the likelihood that development will be environmentally sustainable.

Given the potential for change in Menlo Park and especially the M-2 Area, the City Council established the following objectives for the Project:

- Establish and achieve the community's vision
- Realize economic and revenue potential
- Assume that changes to General Plan Land Use Designations and Zoning will occur only in M-2 Area
- Streamline the development review process
- Improve mobility for all travel modes

- Preserve neighborhood character throughout the city
- Reduce emissions and adapt sustainably

In pursuit of these goals, the Menlo Park General Plan and M-2 Area Zoning Update is making use of the following Guiding Principles, which reflect the stated goals of members of the public, elected officials, and various stakeholders who have participated in the Project, to date. These aspirational statements, accepted by the City Council in December 2014, describe the kind of place that community members want Menlo Park to be. City representatives and community members developed them in a collaborative public process for consideration in guiding growth and preserving the City's unique features over the next 20 years.

- **Citywide Equity:** Menlo Park neighborhoods are protected from unreasonable development and unreasonable cut-through traffic, share the benefits and impacts of local growth, and enjoy equal access to quality services, education, public open space, housing that complements local job opportunities with affordability that limits displacement of current residents, and convenient daily shopping such as grocery stores and pharmacies.
- **Healthy Community:** Everyone in Menlo Park enjoys healthy living spaces, high quality of life, and can safely walk or bike to fresh food, medical services, employment, recreational facilities, and other daily destinations; land owners and occupants take pride in the appearance of property; Menlo Park achieves code compliance and prioritizes improvements that promote safety and healthy living; and the entire city is well-served by emergency services and community policing.
- **Competitive and Innovative Business Destination:** Menlo Park embraces emerging technologies, local intelligence, and entrepreneurship, and welcomes reasonable development without excessive traffic congestion that will grow and attract successful companies and innovators that generate local economic activity and tax revenue for the entire community.
- **Corporate Contribution:** In exchange for added development potential, construction projects provide physical benefits in the adjacent neighborhood (such as Belle Haven for growth north of US 101), including jobs, housing, schools, libraries, neighborhood retail, childcare, public open space, high speed internet access, and transportation choices.
- **Youth Support and Education Excellence:** Menlo Park children and young adults have equal access to excellent childcare, education, meaningful employment opportunities, and useful training, including internship opportunities at local companies.
- **Great Transportation Options:** Menlo Park provides thoroughly-connected, safe and convenient transportation, adequate emergency vehicle access, and multiple options for people traveling by foot, bicycle, shuttle, bus, car, and train, including daily service along the Dumbarton Rail Corridor.
- **Complete Neighborhoods and Commercial Corridors:** Menlo Park neighborhoods are complete communities, featuring well integrated and designed development along vibrant

commercial corridors with a live-work-play mix of community-focused businesses that conveniently serve adjacent neighborhoods while respecting their residential character.

- **Accessible Open Space and Recreation:** Menlo Park provides safe and convenient access to an ample amount of local and regional parks and a range of public open space types, recreational facilities, trails, and enhancements to wetlands and the Bay.
- **Sustainable Environmental Planning:** Menlo Park is a leader in efforts to address climate change, adapt to sea-level rise, protect natural and built resources, conserve energy, manage water, utilize renewable energy, and promote green building.

The Guiding Principles will help chart future change throughout Menlo Park through a careful balance of benefits and impacts, as charted in the General Plan goals, policies, and programs, whether applied to expanding transportation options citywide, to protecting the character of the city's residential neighborhoods, or to managing the growth expected to occur in the M-2 Area. How much the M-2 Area might grow has also been established through an intensive process of community workshops, public meetings, and surveys. Based on this significant body of community input, GPAC recommendations, and Planning Commission and City Council review, a theoretical level of maximum potential development that could be accommodated by the Project has been established (as depicted in Figure 3).

This maximum potential development would consist of approximately 2.1 million additional square feet of nonresidential building space and 4,500 additional multifamily dwelling units beyond what is already realistically achievable under the current Menlo Park General Plan Land Use Element. About 1.4 million square feet of the added nonresidential development would be concentrated in the area between Willow Road and University Avenue (primarily for new and expanded life sciences uses). About 2,000 of the additional dwelling units would be located in that same area, with another 1,000 units in the Jefferson Drive area, and 1,500 units on the Facebook East campus.

The nonresidential development would also include ground floor retail in a number of locations and roughly 500,000 square feet for three hotels with 200 rooms each, one in the Haven area, one in the Jefferson Drive area, and one on the Facebook West campus. The anticipated development would be estimated to increase the number of jobs in the M-2 Area by about 5,500 beyond the amount accommodated by the current General Plan.

LAND USE ELEMENT UPDATE

The updated Land Use Element will reflect the Guiding Principles to ensure that goals, policies and programs integrate the extensive community input on the Project. Where appropriate, policies and programs will also respond to State legislation established since adoption of the

1994 General Plan. These actions range from items such as updating maps of flood prone areas to exercising the ability to adopt "Uniformly Applicable Development Standards" for reducing potential environmental impacts that then may allow individual "infill" development projects to undergo streamlined environmental review per recent changes in State Law.

In addition to reinforcing the community's vision for the city, the updated Land Use Element primarily will describe the changes shown in Figure 3 for future development in the M-2 Area, including any needed new Land Use Designations and changes in designations for individual parcels. The Land Use Element will also summarize the new pedestrian and bicycle improvements shown in Figure 3 to be installed as development occurs in the M-2 Area.

As with the updated Circulation Element, the updated Land Use Element will include programs that require new or expanded development to provide community amenities such as transportation and quality-of-life improvements, and others that describe how the City will utilize its Capital Improvement Program to prioritize needed infrastructure and physical projects throughout Menlo Park.

CIRCULATION ELEMENT UPDATE

Goals, policies, and programs in the updated Circulation Element will describe a variety of strategies and requirements to improve mobility and address congestion citywide, including Transportation Impact Analysis, Complete Streets, Transportation Demand Management (TDM), Traffic Management Associations, and the Neighborhood Traffic Management Program. It is important to note that a Complete Streets approach – where bicycle, pedestrian and transit usage are considered in evaluating the effectiveness and performance of a street or intersection – does not assume that all modes of travel can be well accommodated on every street, nor that sidewalks are appropriate in residential neighborhoods where they do not currently exist.

The updated Circulation Element will identify needed transportation system changes to address both existing issues and anticipated development, ranging from physical improvements such as right-of-way modifications, to transit service enhancements, to adjustments to regulations such as parking standards. A summary description of needed improvements and implementation mechanisms for updating the 2009 Transportation Impact Fee Study as an implementation program will specifically be included.

The Circulation Element Update will also specifically evaluate current off-street and on-street parking policies and requirements in the M-2 Area as they relate to providing an appropriate supply of parking and regulating the intensity of land uses. Parking impacts associated with the

M-2 Area Zoning Update will be discussed qualitatively based on the proposed parking requirements.

M-2 AREA ZONING ORDINANCE UPDATE

The Project also includes an update to the City Zoning Ordinance for the M-2 Area to ensure consistency with the General Plan Update and previously adopted ordinances and policies. Zoning changes may be needed for any of the districts in the M-2 Area (M2, M3, C4, C2S, C2B, FP, PF, and U), and new districts within the M-2 Area may be created to reflect the community's preferences as established in the Guiding Principles and through additional input during the ConnectMenlo process. Modifications to zoning standards will also be recommended as needed to respond to updated State requirements.
Updates to zoning will also address the following topics, among others:

- Site standards, such as height, bulk, and building design; sidewalk and bike route dimensions; streetscape design; outdoor lighting; and operational issues (e.g., air quality, glare, vibration, and use and storage of hazardous materials);
- Types and mix of land uses;
- Potential affordable housing requirements, housing density bonus provisions, and related incentives, consistent with the City's Municipal Code and State law;
- Landscaping standards, including specific requirements for preliminary and final landscape plan submittal and review;
- TDM, off-street car parking, bicycle parking, and loading standards;
- Development contributions to community amenities and city programs and services;
- Best practices to ensure protection of wildlife and habitat; and
- Energy and water conservation construction and operation practices.

A Water Supply Assessment will be developed as part of the EIR to determine which, if any, strategies may be needed to ensure adequate water supply for anticipated development.

PUBLIC AGENCY APPROVALS

The EIR will evaluate the Project for potential impacts on the environment and analyze proposed goals, policies, and programs, as well as Zoning provisions and Design Standards, to determine the potential environmental consequences of future change under the updated General Plan Land Use and Circulation Elements and M-2 Area Zoning. The cumulative impacts discussion required per CEQA will consider relevant projects in and around the Planning Area that are not included as part of the Project.

CEQA requires that an EIR evaluate alternatives to a project that could reasonably attain the project objectives while reducing any significant impact of the project, as well as considering the "No Project" Alternative (i.e., what could happen if the Project were not to occur). With the establishment of a Maximum Potential Development alternative for the M-2 Area to ensure that adequate mitigation for any potential environmental is identified, it is expected that other EIR alternatives might describe some lesser subset of development to be considered by the City Council.

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

The EIR will analyze whether development anticipated pursuant to the proposed Project would have significant environmental effects in the following areas:

- **Aesthetic Resources:** the analysis will discuss potential impacts in terms of height and intensity, and the potential for increased light and glare impacts on the existing setting.
- **Air Quality:** the analysis will discuss the potential for local and regional air quality impacts from construction and demolition, and impacts from new development and traffic.
- **Biological Resources:** the analysis will discuss potential impacts on nesting birds, heritage and/or mature trees, and waterways, marshlands and other wildlife habitat.
- **Cultural Resources:** the analysis will discuss potential impacts on known historic buildings and cultural resources.
- **Geology, Soils, and Seismicity:** the analysis will discuss the potential for soil erosion and exposure to seismic risk, including liquefaction.
- **Greenhouse Gas Emissions:** the analysis will discuss the potential to generate greenhouse gases and for conflict with any applicable plan, policy, or regulation adopted for the purpose of reducing emissions of greenhouse gases.
- **Hazardous Materials and Hazards:** the analysis will discuss areas of potential soil or groundwater contamination, and the potential for exposure to hazardous materials.
- **Hydrology and Water Quality:** the analysis will discuss the potential for impacts on waterways, or exceedance of the capacity of stormwater drainage systems or violation of water quality standards or waste discharge requirements.
- **Land Use and Planning Policy:** the analysis will discuss the potential for anticipated development to divide an existing community or conflict with applicable land use policy and plans.
- **Noise:** the analysis will discuss potential impacts from demolition, construction, and operational activities.

- **Population and Housing:** the analysis will discuss the potential for inducing substantial population growth or displacing existing housing, businesses, or people.
- **Public Services and Utilities:** the analysis will discuss the potential for an increase in public services such as fire and police protection, solid waste, water supply, and wastewater disposal services. A Water Supply Assessment will determine whether any strategies may be needed to ensure adequate water supply for anticipated development.
- **Recreation:** the analysis will discuss the potential for an increase in the use of existing recreational facilities to the detriment of those facilities, or the need to create new recreational facilities.
- **Transportation and Circulation:** the analysis will discuss potential increases in traffic load on the circulation system that could result in inadequate emergency access, parking capacity, or travel efficiency for vehicles, transit and pedestrians and bicyclists.

The following topics are likely to be associated with less-than-significant impacts and are not expected to be evaluated in detail in the EIR:

- Agriculture and Forestry Resources
- Mineral Resources

ATTACHMENTS:
Figure 1: Menlo Park Regional Location
Figure 2: M-2 Area
Figure 3: M-2 Area Maximum Potential Development

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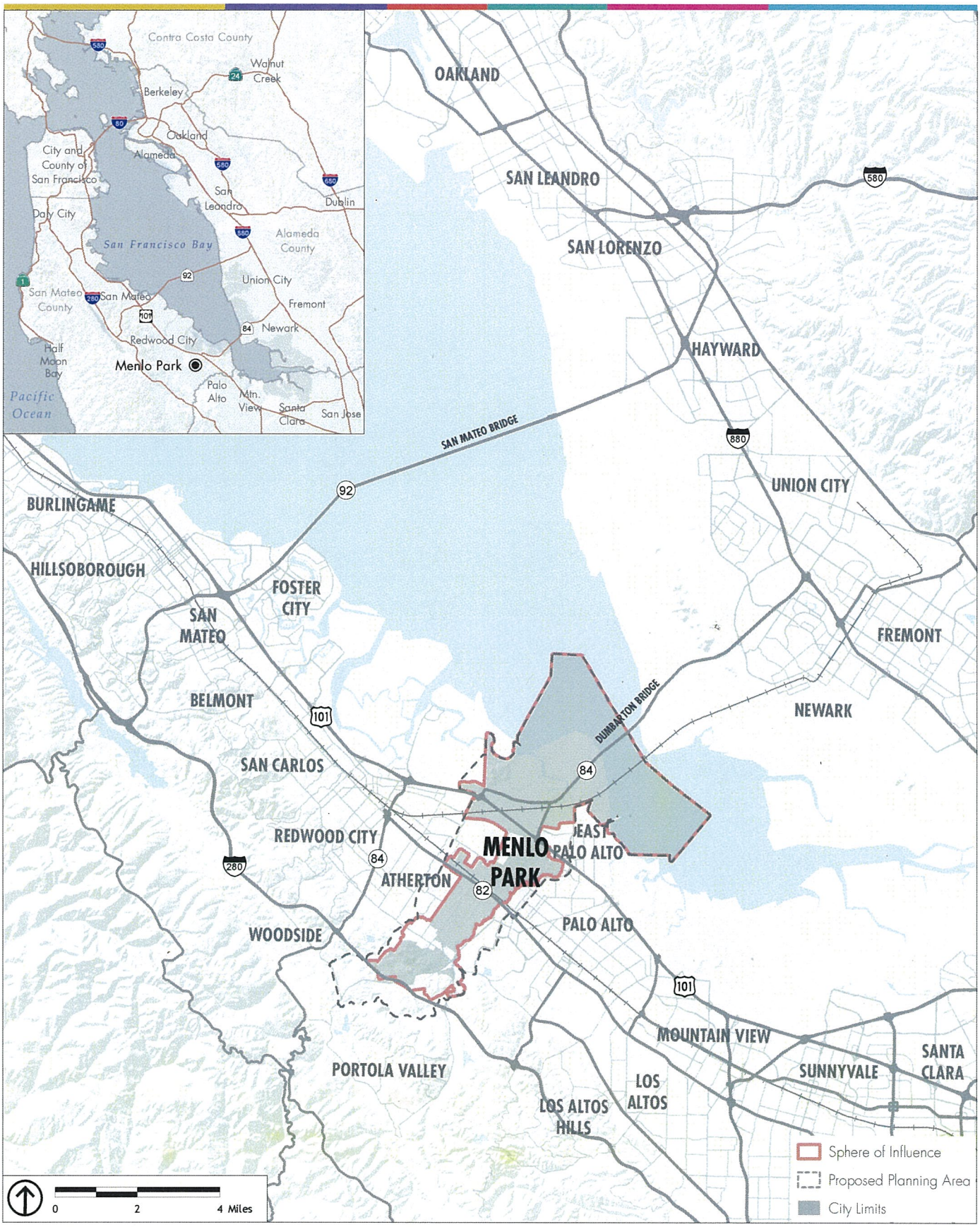

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FIGURE 1: MENLO PARK REGIONAL LOCATION

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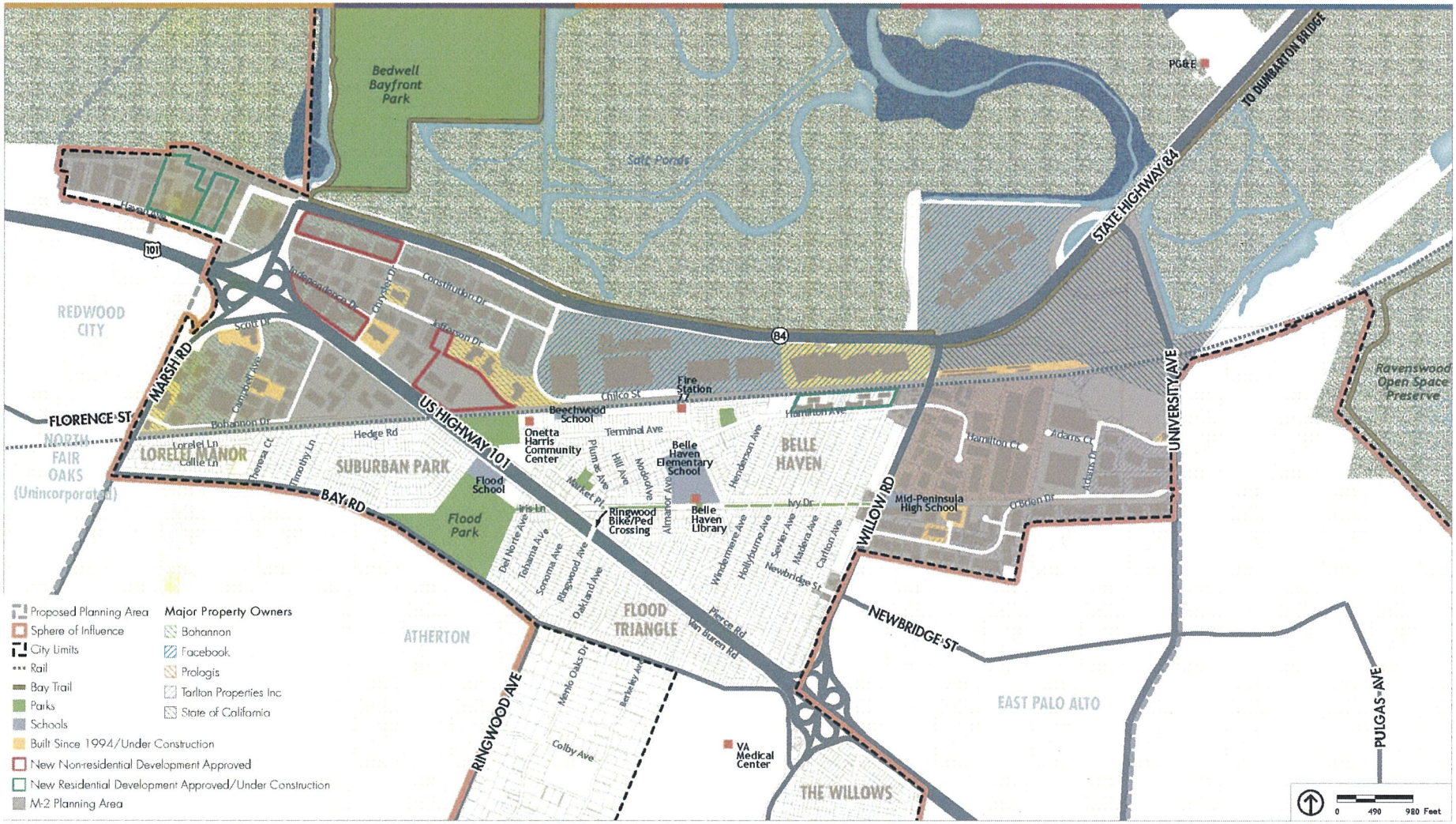

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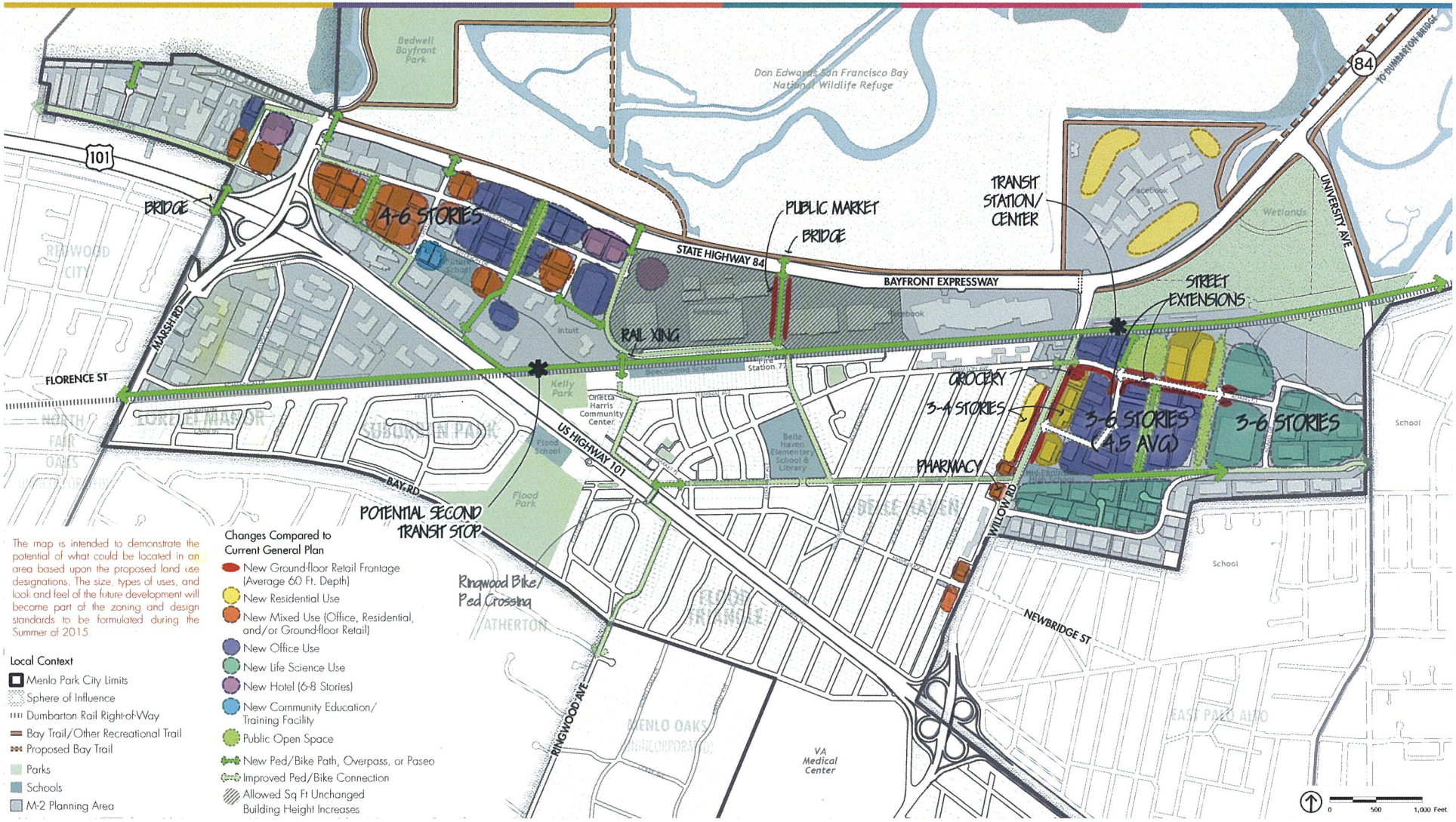
FIGURE 2: M-2 AREA



The map is intended to demonstrate the potential of what could be located in an area based upon the proposed land use designations. The size, types of uses, and look and feel of the future development will become part of the zoning and design standards to be formulated during the Summer of 2015.

Local Context

- Menlo Park City Limits
- Sphere of Influence
- Dumbarton Rail Right-of-Way
- Bay Trail/Other Recreational Trail
- Proposed Bay Trail
- Parks
- Schools
- M-2 Planning Area

Changes Compared to Current General Plan

- New Ground-floor Retail Frontage (Average 60 Ft. Depth)
- New Residential Use
- New Mixed Use (Office, Residential, and/or Ground-floor Retail)
- New Office Use
- New Life Science Use
- New Hotel (6-8 Stories)
- New Community Education/ Training Facility
- Public Open Space
- New Ped/Bike Path, Overpass, or Paseo
- Improved Ped/Bike Connection
- Allowed Sq Ft Unchanged Building Height Increases

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ConnectMenlo Upcoming Activities and Events

Item #	Event	Date	Time	Location
5	GPAC Meeting #6.5 on Preliminary Draft Notice of Preparation (NOP) with Description of Maximum Development Potential and Review Results of Community Program Survey	Wednesday, June 3, 2015	6:00 p.m.	Rec Center
9	Belle Haven Community Resource Fair	Saturday, June 6, 2015	10:00 a.m. to 1:00 p.m.	Belle Haven Center (871 Hamilton Ave.)
10	Planning Commission Meeting on Draft NOP with Description of Maximum Development Potential	Monday, June 8, 2015	7:00 p.m.	City Council Chambers
11	City Council Meeting to Authorize Release of NOP with a Maximum Development Potential	Tuesday, June 16, 2015	7:00 p.m.	City Council Chambers
12	Downtown Block Party	Wednesday, June 17, 2015	5:00 p.m.	Downtown
13	*Release Notice of Preparation (NOP) for Environmental Impact Report (EIR) for 30-day comment period*	*Thursday, June 18, 2015*		
14	GPAC Meeting #7 – Review Draft General Plan Policies and Consistency Analysis	Thursday, June 25, 2015	6-8:00 p.m.	TBD
15	*End of NOP Comment Period*	*Monday, July 20, 2015*		
16	GPAC Meeting #8 – Review Draft Land Use and Circulation Elements and Zoning Ordinance Update	Thursday, July 23, 2015	6-8:00 p.m.	TBD
17	Community Workshop on Draft Land Use and Circulation Elements and Zoning Ordinance Update	Thursday, August 13, 2015	7:00 p.m.	Senior Center
18	Planning Commission Meeting to Review Preliminary Draft Land Use and Circulation Elements and Zoning Ordinance Update	Monday, August 24, 2015	7:00 p.m.	City Council Chambers

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Item #	Event	Date	Time	Location
19	City Council Meeting on Acceptance of Draft Land Use and Circulation Elements and Zoning Ordinance Update	Tuesday, September 8, 2015	7:00 p.m.	City Council Chambers
20	EIR Scoping Session at a Planning Commission Meeting	Monday, September 21, 2015	7:00 p.m.	City Council Chambers
Prepare Draft EIR/FIA, Final EIR/FIA and Final Versions of All Documents with Input from Public Comments				
21	***Estimated Completion of Overall Project***	***July 2016***		

Note: For more information about the ConnectMenlo process, please visit the project webpage at www.menlopark.org/connectmenlo. Actual meeting dates, times, and locations are subject to change.