



PLANNING COMMISSION AGENDA

Regular Meeting
July 13, 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 – Michele Morris, Assistant Planner; Justin Murphy, Assistant Community Development Director; Kyle Perata, Associate Planner; Thomas Rogers, Senior Planner; Corinna Sandmeier, Associate Planner; Tom Smith, 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.

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 June 8, 2015, Planning Commission meeting. ([Attachment](#))

D. PUBLIC HEARING

D1. Use Permit/Eric Keng/455 San Mateo Drive: Request for a use permit to demolish an existing single story residence, carport and accessory structure on a substandard lot as to width and construct a new two story residence with a basement and excavate in the left side setback for a new lightwell. This project is located in the R-1-S (Single Family Suburban Residential) zoning district. ([Attachment](#))

D2. Use Permit/Matt Nejasnich/629 Harvard Avenue: Request to demolish two existing single-story, single-family residences and construct one new two-story, single-family residence and one new single-story, single-family residence on a substandard lot with regard to lot width in the R-2 (Low Density Apartment) zoning district. The following nine heritage trees are proposed for removal: a 16-inch tulip, a 17-inch Modesto ash, a 21-inch Modesto ash, a 16-inch Modesto ash, an 18-inch Modesto ash, two 20-inch Zelkovas, a 28-inch silver maple, and a 58-inch Monterey pine. ([Attachment](#))

- D3. Use Permit/Atieva USA, Inc./125 Constitution Drive:** Request for a use permit for the storage and use of hazardous materials for assembly, testing, and development of electric vehicles and related electric vehicle components, located in an existing building in the M-3(X) (Commercial Business Park) zoning district. All hazardous materials would be used and stored within the existing building. ([Attachment](#))
- D4. Use Permit/City of Menlo Park/Chestnut Street, south of Santa Cruz Ave:** Request for a use permit to allow a maximum of eight recurring special events (Menlo Movie Series) per year on Chestnut Avenue, south of Santa Cruz Avenue, generally between late-August and early-October, from 6:00 p.m. to 10:00 p.m. Chestnut Street would be closed to vehicles on event days at 5:00 p.m., between the southern side of Santa Cruz Avenue and the adjacent parking plazas, but the pedestrian sidewalk would remain open. The event would use amplified sound, which may exceed Noise Ordinance limits. ([Attachment](#))

E. SCOPING SESSION

- E1. Zoning Ordinance Amendment, Rezoning, Conditional Development Permit, Development Agreement, Lot Reconfiguration, Heritage Tree Removal Permits, Below Market Rate Housing Agreement, and Environmental Review/Hibiscus Properties, LLC/300-309 Constitution Drive:** Request for a Conditional Development Permit (CDP) to redevelop an approximately 58-acre site with up to approximately 963,000 square feet of office uses in multiple new buildings along with a potential 200 room hotel of approximately 175,000 square feet, which would result in a net increase of approximately 302,000 square feet at the site. The total gross floor area of office uses at the site would be approximately 1.143 million square feet, which is within the 45 percent floor area ratio (FAR) maximum for offices and the total proposed gross floor area would be 1.318 million square feet, which is within the 55 percent FAR maximum for all uses within the M-2 Zoning District. The project includes a rezoning of the entire site to M-2(X) to allow an increase in height for the proposed buildings up to approximately 75 feet, along with a lot reconfiguration and heritage tree removal permits to enable the proposed redevelopment. In addition, the proposed project includes a Zoning Ordinance text amendment to conditionally permit hotel uses within the M-2 zoning district. The applicant has requested a development agreement for vested rights in exchange for public benefits. The project includes a below market rate housing agreement, and the preparation of an environmental impact report and fiscal impact analysis. ([Attachment](#))

F. STUDY SESSION

- F1. Zoning Ordinance Amendment, Rezoning, Conditional Development Permit, Development Agreement, Lot Reconfiguration, Heritage Tree Removal Permits, Below Market Rate Housing Agreement, and Environmental Review/Hibiscus Properties, LLC/300-309 Constitution Drive:** Request for a Conditional Development Permit (CDP) to redevelop an approximately 58-acre site with up to approximately 963,000 square feet of office uses in multiple new buildings along with a potential 200 room hotel of approximately 175,000 square feet, which would result in a net increase of approximately 302,000 square feet at the site. The total gross floor area of office uses at the site would be approximately 1.143 million square feet, which is within the 45 percent floor area ratio (FAR) maximum for offices and the total proposed gross floor area would be 1.318 million square feet, which is within the 55 percent FAR maximum for all uses within the M-2 Zoning District. The project includes a rezoning of the entire site to M-2(X) to allow an increase in height for the proposed buildings up to approximately 75 feet, along with a lot reconfiguration and heritage tree removal permits to enable the proposed redevelopment. In addition, the proposed project

includes a Zoning Ordinance text amendment to conditionally permit hotel uses within the M-2 zoning district. The applicant has requested a development agreement for vested rights in exchange for public benefits. The project includes a below market rate housing agreement, and the preparation of an environmental impact report and fiscal impact analysis.
([Attachment](#))

G. REGULAR BUSINESS – None

H. COMMISSION BUSINESS – None

I. INFORMATION ITEMS – None

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	July 20, 2015
Regular Meeting	August 3, 2015
Regular Meeting	August 17, 2015
Special Meeting	August 24, 2015
Regular Meeting	September 21, 2015

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at <http://www.menlopark.org/notifyme> and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service on the City's homepage. Agendas and staff reports may also be obtained by contacting Vanh Malathong at 650-330-6702. (Posted: July 8, 2015)

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

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

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

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PLANNING COMMISSION

Agenda and Meeting Information

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

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

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

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

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

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

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

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

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

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

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

PLANNING COMMISSION DRAFT MINUTES



Regular Meeting
June 8, 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 – Combs (departed at 8:08 p.m.), Ferrick (arrived 7:04 p.m.), Goodhue, Kadvany, Kahle, Onken (Chair), Strehl (Vice Chair - left at 9 p.m.)

INTRODUCTION OF STAFF – Justin Murphy, Assistant Community Development Director, Deanna Chow, Senior Planner; Kyle Perata, Associate Planner; Thomas Rogers, Senior Planner; Corinna Sandmeier, Associate Planner

A. REPORTS AND ANNOUNCEMENTS

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

Senior Planner Rogers reported on activities related to ConnectMenlo, the City's General Plan Update. He said the Housing Commission held a special meeting with a panel on May 28, 2015 and the Transportation and Bicycle Commissions held a special joint meeting on June 1 and heard a presentation from a well known transportation consultant Jeff Tumlin. He said both of the meetings were filmed and videos would be available online. He reported that the General Plan Advisory Committee (GPAC) meeting on June 3 provided additional information for the ConnectMenlo item on the Commission's agenda this evening.

- b. Budget – City Council – June 2 and 16, 2015

Senior Planner Rogers said the Council discussed the City Manager's proposed budget at their June 2 meeting. He said there were investments proposed in Building, Planning and Engineering in response to development applications. He said the Council would continue the budget review at their June 16 meeting.

- c. Santa Cruz Street Café Pilot Program – City Council – June 2, 2015

Senior Planner Rogers said the Council considered the Santa Cruz Street Café Pilot Program for conceptual approval and update at their June 2 meeting. He said they looked at angled and parallel parking scenarios, approved the program in concept and outlined a cost sharing protocol. He said downtown merchants would be asked to apply to the City and then move forward with construction and implementation of an appropriate number of applications.

Commissioner Ferrick arrived at the meeting.

Commissioner Kadvany provided a handout he had prepared on the topic of public benefit in the El Camino Real/Downtown Specific Plan area. Copies were provided to Commissioners and staff, and were also made available to the public. He noted this was spurred by a comment by a developer after the Commission's consideration of public benefit under a study session recently for a project in the Specific Plan area. Chair Onken suggested to staff to have the topic placed on a future Commission agenda for discussion.

B. PUBLIC COMMENTS

There was none.

C. CONSENT

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

Commissioner Kadvany asked that the first line, first paragraph, on page 11, attributed to him, be deleted as it was missing context and it was not needed.

Commissioner Combs noted he had been absent from the May 4 meeting but understood that did not preclude him voting on the minutes of that meeting. He moved to approve as submitted with the one modification requested by Commissioner Kadvany. Commissioner Strehl seconded the motion.

Commission Action: M/S Combs/Strehl to approve the minutes with the following modification:

Page 11, 1st paragraph, 1st line: Delete "Commissioner Kadvany said he thought the surface interest was about 75%"

Motion carried 7-0

D. PUBLIC HEARING

Commissioner Kahle recused himself from the consideration of item D1 due to a potential conflict of interest as the applicant had worked for him and they had numerous mutual friends.

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](#))

Staff Comment: Senior Planner Rogers said that there were no additions to the staff report.

Questions of Staff: Commissioner Kadvany asked about the long legs of the second story trellis. Senior Planner Rogers said it was supported by a cable on both sides and was likely not load bearing.

Public Comment: Ms. Joy Torab, applicant and property owner with her husband Justin Dustzadeh, said the overall style was modern ranch. She said they and were trying to improve all of the setbacks above the minimal requirements. She said the height would be 24-foot

where 28-foot maximum height was allowed. She said the landscaping would be increased by 11%. She said they shared their plans with their two neighbors in the rear, the neighbors on each side, and three neighbors across the street, all of whom had written letters of support for the project.

Chair Onken said the front setback was shown in the staff report as 22-feet, seven-inches. He asked how that was measured from along the tilted front façade. Senior Planner Rogers said under the zoning ordinance that setbacks were measured to fascia and foundation on the ground floor and architectural features or intrusions such as eaves were allowed either 18-inches into a setback of less than 10-feet or three feet into a setback greater than 10 feet. Chair Onken said the intrusion was the entire second floor. Senior Planner Rogers said he found the most helpful diagram of the section on page A7 of the architectural sheet that showed what was really the side building wall versus the entire floor element. He said the bedroom wall was vertical and staff found the cantilevered roof and eaves to be an architectural feature.

Chair Onken closed the public hearing.

Commission Comment: Commissioner Strehl asked about the division of the garage. Ms. Torab said they were separate parking units and each had access to the main house. She said one also had access from the outside. She said the decision to have them separate was to keep the space more organized.

Commissioner Kadvany asked about the practicality of the second floor trellis and whether they had considered clerestory windows instead on the second floor. Ms. Torab said a plan checker with the City had suggested the trellis as a decorative element. She said the master bath was on the other side of the trellis and the window for the bathroom was on the side and not in front. She said they were using 12-inch by 36-inch tile in the bathroom and that could not be cut. She said if there were windows the tile would need cutting.

Chair Onken said he could support the project noting there were some idiosyncrasies with the decorative architectural elements. He moved to approve the item as recommend in the staff report. Commissioner Ferrick seconded the motion and noted she liked that the applicants were increasing conformance with setbacks. She said she thought that the architecture, although somewhat different, would work with the streetscape.

Commission Action: M/S Onken/Ferrick 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 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.

Motion carried 6-0 with Commissioner Kahle recused.

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](#))

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

Public Comment: Mr. Farhad Ashrafi, project architect, said the issue of the variance was a hardship because neighboring properties did not conform to setback requirements.

Commissioner Kahle asked if they had considered a front porch. Mr. Ashrafi said they had but the width of the project site and the depth of the development were issues. He said there were

two parking spaces in the rear – one a garage and the other an uncovered space – and the mobility of vehicles to access those would be impacted if the building were pushed back further to allow for a porch.

Commissioner Strehl asked if there was a three-foot setback from the garage to the property line. Mr. Ashrafi said if the garage was adjacent to an accessory structure like a garage that setback could be maintained.

Commissioner Kadvany asked if they had considered continuing the siding on the second story to the first story of the house. Mr. Ashrafi said the idea was to introduce some texture and they did not want the entire the building to be the same finish.

Chair Onken closed the public hearing.

Commission Comment: Commissioner Ferrick said the report indicated the project adhered to the 10-foot setback so she was unclear why a variance was needed. Planner Sandmeier said in the R-3 zoning district there was a 20-foot distance requirement between main buildings on adjacent lots. She said the main buildings on either side of the subject property do not conform to the 10-foot setback requirement.

Chair Onken said the two-story building to the south of the subject property was 18-foot, 6-inches away. He said most of that home's living space on the upper story seemed to be facing this property. He asked if there had been any privacy concerns expressed by neighbors. Planner Sandmeier said they had not received any correspondence from neighbors.

Commissioner Ferrick asked about neighbor outreach.

Mr. Ashrafi said the property owners, Dr. and Mrs. Sadeh, had sent letters to all of the neighbors requesting input and stating they were available to answer any questions about the plans. He said none of the neighbors asked to see plans. Commissioner Ferrick asked if they had mentioned the new home would be two-story. Mr. Ashrafi said the letter was attached as F1. He said they had not sent plans but invited people to contact them if they wanted to review the plans or had any questions.

Planner Sandmeier said an initial notice was sent to property owners within 300-feet with a drawing showing that the development was a two-story structure.

Chair Onken said that an 18-foot, six-inch distance between a bedroom in one building and the bathroom in the other building was close proximity for neighbors' living space.

Commissioner Ferrick said they could do multi-family in the R-3 zone and asked why they were doing a single-family residence. Mr. Ashrafi said this development was a family home and if it were a duplex it would require four parking spaces. He said that would cramp the building given the lot width. Chair Onken said this R-3 lot was really too small for the zone it was located in.

Commissioner Kahle said he did not have a concern with the variance request as the neighboring property did not conform to the 10-foot side setback and that created the hardship for this lot. He said he would like the project to have a front porch. He said the 10-foot ceiling on the first floor and the first floor being a couple of feet above grade created a 12-foot wall to

the right of the entry that would be broken up with a porch. He said it was a nicely designed house. He said there were corner boards on the second floor where there was Hardy siding that he would like to see have mitered corners, or to have the siding come to the corners so there was no view of the trim boards painted out, or at least painted out to match the siding. He said there appeared to be a louvered window above the entry and asked if it was decorative. Mr. Ashrafi said it was decorative. Commissioner Kahle suggested removing it as he did not think it necessary as the wall there was not particularly large. Mr. Ashrafi said mitering corners with Hardy boards usually caused a problem because of the contraction and expansion of the building materials and caulking had to be used miter a corner. He said being exposed to the weather there was always opportunity for physical and weather related damage and that was why they had closed those for a better sealed joint. Mr. Kahle said there were websites describing how this material could have either woven corners or shiplap corners that looked really nice. Mr. Ashrafi said they would look into that construction detail information.

Commissioner Strehl moved to make the findings for the variance request and approve as recommended in the staff report.

Commissioner Ferrick asked if the applicant would be able to add a porch if the Commission approved the project this evening. Planner Sandmeier said the applicants would have to reduce the building size to add a porch as they were at 29.7% of 30% allowable coverage area.

Chair Onken asked Commissioner Strehl as the maker of the motion if she wanted to add any of the elements commented upon by Commissioner Kahle. Commissioner Strehl said the porch did not seem to be an option. She said she was not an architect so she could not speak to the other elements. She said if those were something the applicant was willing to consider she was willing to amend her motion to include Commissioner Kahle's recommendations except for the porch. Commissioner Goodhue seconded the motion.

Commissioner Combs asked if the recommendation was that the applicant would look at a website to check out corner finishes but would not necessarily have to do that construction detail. Commissioner Kahle said his recommendation would be to consider eliminating the corner, or if they remained to paint them to match the siding, and to remove the louvered window. Chair Onken asked if Commissioner Kahle was asking the applicant to consider the modifications or approve with those modifications as conditions. Commissioner Kahle said it was to approve with modifications the applicant consider different corner treatment or paint to match the siding, and eliminate the louvered window.

Mr. Ashrafi said he would discuss removal of the louvered window with the property owners and if they supported, they would eliminate it from the design. He said they would paint the corner boards to match the siding.

Commissioner Kadvany suggested the applicant be given some flexibility about whether to keep or remove the louvered window as it was a decorative detail.

Chair Onken asked Commissioner Strehl to recap her motion. Commissioner Strehl moved to make the findings approving the variance request and the use permit as recommended in the staff report, and that the applicant look for alternative treatments of the corners of the Hardy boards, and at a minimum have it painted the same as the siding, and to have the owners' input

on whether or not they wanted to remove the louvered window. Commissioner Goodhue confirmed her acceptance of the rephrased motion and seconded it.

Commission Action: M/S Strehl/Goodhue to approve the item with the following modifications:

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. Make the following findings as per Section 16.82.340 of the Zoning Ordinance pertaining to the granting of variance:
 - a. The main buildings on both sides of the subject parcel do not conform to the required interior 10-foot side setback required in the R-3 zone. When combined with these non-conforming buildings, the narrow width of the parcel creates a uniquely small area for the permitted building footprint. This hardship is unique to the property, and has not been created by an act of the owner.
 - b. If the proposed residence were built to be 20 feet away from the main buildings on the neighboring lots, the residence would only be 24 feet wide, resulting in a long narrow structure with little usable rear yard. If the structures on either side were in conformance with their required side setbacks, the variance would not be necessary for the proposed 30-foot wide residence. The variance would thus be necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property. Given that other properties in the vicinity do not have similar constraints with regard non-conforming structures on both sides, the requested variance would not represent a special privilege.
 - c. The setback to the building on the right side of the subject property would be 18.5 feet and the setback to the property on the left side would be 15.5 feet. If the two adjacent parcels are redeveloped in the future, they would be required to adhere to 10-foot side setbacks and the proposed variance would no longer be needed. The proposed project would be below the maximum allowed building coverage and all other Zoning Ordinance standards would be met. In particular, the structure would be well within the 35-foot height limit. As such, granting of the variance would not be materially detrimental to the public health, safety, or welfare, and will not impair an adequate supply of light and air to adjacent property.
 - d. Although there are a few other narrow parcels in the area that may be adjacent to properties that are not in conformance with the required 10-foot interior side setbacks on both sides, these are exceptions. As such, the conditions on which the variance is based would not be generally applicable to other property in the same zoning classification.
 - e. The property is not within any Specific Plan area, and as such no finding regarding an unusual factor is required to be made.

4. Approve the use permit and variance subject to the following **standard** conditions:
 - a. Development of the project shall be substantially in conformance with the plans prepared by F. Ashrafi Architect, consisting of 14 plan sheets, dated received May 14, 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.
5. **Approve the use permit and variance subject to the following project-specific conditions:**
 - a. ***Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised plans that show an alternative to the corner boards or show that the corner boards will be painted the same color as the rest of the upper floor, subject to review and approval of the Planning Division.***
 - b. ***Simultaneous with the submittal of a complete building permit application, the applicant may submit revised plans without the proposed louvered window on the front elevation, subject to review and approval of the Planning Division.***

Motion carried 7-0.

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](#))

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

Public Comment: Mr. Mike Lizarzaburu, Senior Chemistry Scientist and Partner at ChemPartner, said he was also in charge of environmental health and safety for their west coast operation. He said his company was a contract resource organization specializing in small molecule drug discovery. He said the company was based in Shanghai, China and was currently opening west coast operations at 1430 O'Brien Drive in Menlo Park. He said they use small quantities of hazardous materials that were handled by chemistry scientists trained in proper handling procedures and that they do not conduct any large scale chemical reactions. He said hazardous waste was removed biweekly by a licensed hazardous material removal company.

Chair Onken closed the public hearing.

Commission Comment: Commissioner Kahle asked the applicant to describe the dangers of the hazardous materials used. He asked where the fumes went with the fume hoods and if they were treated before they were released into the atmosphere. He asked the most dangerous materials on site.

Mr. Lizarzaburu said the fume hoods were designed so that if there was an exposure the scientist working there would be safe. He said only trace releases to the atmosphere were allowed and those limits were governed by state and federal regulations. He said the fume hoods were used every day when there were chemists working in the laboratory. He said the most dangerous materials were solvents because of their flammability and those were kept in anti-flammable cabinets. He said the second highest danger was from pyrophoric materials that ignite spontaneously when contacted with air, but those reagents were handled on a very small scale.

Commissioner Ferrick said the list of chemicals was longer than those generally seen by the Commission and there seemed to be more toxic materials. She asked if they were using all of them. Mr. Lizarzaburu said that it depended on the chemistry being done. He said right now they have about 50 chemicals on site. He said for the most part they were minimal quantities.

Ms. Ellen Ackerman, Green Environment, said one reason the list was so comprehensive was that the company was a contract R&D company and it was unknown what their next project might be. She said they had to list every chemical they would want to have onsite including those for a client in the future. She said they at what they needed for projects done in the past and now, and listed all the materials they expected to use at some point.

Commissioner Ferrick noted for the record that all of the agencies regulating this permit had signed off on the permit request.

Chair Onken reopened the public hearing.

Public Comment: Ms. Karen Kitterman, Menlo Park, said this company was close to a school and a religious childcare and school. She said many of these children were immigrants and asked if the schools had been notified of this company's permit request. She said she was concerned that children were in the area of hazardous materials.

Chair Onken closed the public hearing.

Commission Comment: Commissioner Ferrick said that these reviews were required to protect the safety and welfare of the community.

Ms. Ackerman said the quantity of each individual material onsite was quite small. She said none of the materials, the hazard they presented or the quantity used required an extraordinary emergency response plan. She said the company will file a hazardous material business plan with the County. She said the fire district would have the plan in their records and within that there was a contingency plan for what to do in the event of a spill or release.

Commissioner Strehl asked if the schools would be notified.

Planner Perata said the notification area for this application was a quarter-mile, and the City sent a notice when the application was received and again when the public hearing was scheduled. He said the referenced school and Casa dei Bambini were located within a quarter mile of this company and would have received the notices.

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

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current CEQA Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following **standard** conditions:
 - a. Development of the project shall be substantially in conformance with the plans provided by 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.

Motion carried 7-0.

E. STUDY SESSION

There was no study session.

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](#))

Staff Comment: Mr. Jesse Quirion, City Public Works Director, said the CIP came before the Commission late last year for prioritization. He said since then it has been reviewed by all Commissions and reviewed by the City Council. He said the Commission was asked to consider if the 2015-2016 projects of the Five-Year Capital Improvement Plan were consistent with the General Plan. He said the 2015-2016 CIP was scheduled to be adopted by the City Council as part of the budget at their next meeting.

Commissioner Kahle asked if there were funding amounts associated with the projects Mr. Quirion said there were but not with this staff report as it was only looking at the consistency of it with the General Plan. He said on the City's website and as part of the proposed budget there were full project descriptions and the associated costs.

Chair Onken asked if there was public comment. There being none he closed public comment.

Commission Action: M/S Onken/Goodhue to adopt Resolution No. 2015-03 determining that the 5-Year CIP's projects for FY 2015-16 are consistent with the General Plan.

Motion carried 7-0.

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](#))

Commissioner Combs recused himself due to a potential conflict of interest after consultation with the City Attorney as his employer is a large landowner in the M2 area. He said he would recuse himself from all Commission considerations of General Plan zoning in the M2.

Assistant Community Development Director Murphy introduced Charlie Knox and Rosie Dudley with PlaceWorks, the consultant firm working with the City on the General Plan Update.

Mr. Knox noted that the schedule had been expanded to allow for more community outreach and engagement in the process and additional input on development primarily in the M2 area. He said the main point of the Council's objectives in the M2 area was the focus of change and the growing demand for growth and different uses in the M2 that do not exist now. He said the guiding principles were established at the end of the last calendar year which were used to launch work in January for a land use alternative or land use map, which they were calling a maximum potential development alternative. He said that created an overall umbrella of potential additional nonresidential square footage, hotel rooms, housing and retail to study in the EIR. He said it was not indicating that was feasible or desired by anyone in particular. He said they anticipated the certification of an EIR within a year.

Mr. Knox reported on the community surveys. He said that transit and transportation were identified as priorities by community respondents. He said commonly made comments related to the maintenance of properties and infrastructure in Belle Haven. He said another key comment was to enable current residents to remain and stem the rising tide of gentrification and displacement by using housing strategies to allow residents to stay in Belle Haven and their homes despite the rising prices and rents.

Mr. Knox said the City hosted two open houses, one of which was held on Saturday, May 2, the second on Thursday, May 7. He said both were very well attended. He said those attending were encouraged to visit the five information stations and speak with staff, the consultants, and each other. He said additionally that 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. He said the City hosted a budget workshop "Budget 101" to address questions as to what revenue might be expected and where it would be allocated.

Mr. Knox said at a Housing Commission meeting on May 28, 2015 a panel of four housing experts shared 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.

Mr. Knox said at a joint meeting of the Transportation and Bicycle Commissions that Commissioners and the public heard from Mr. Jeff Tumlin, Nelson Nygaard, the transportation consultant, on ways to respond to growth and change while creating safe streets, options for getting around town, and new metrics for measuring performance.

Mr. Knox said the GPAC met two weeks prior and had provided the last two changes. He said in the area between Willow Road and University Avenue, north of O'Brien Drive, and the Hetch-Hetchy right-of-way, that the GPAC and the community members who have participated in those meetings felt much more comfortable with a six-story maximum for residential buildings. He said that set an average which informed their environmental analysis and what the impacts might be including those on traffic and parking. He said the orange and blue area shown on the very left of the map represented an M2 landowner's suggestion that if the area currently occupied by FedEx changed to something else that consideration be made for uses there that would support the hotel and mixed use shown in purple. He said this created two distinct places – one at Willow and one at Jefferson - separated by the Belle Haven community and Dumbarton Rail Corridor that supported the Plan update's guiding principles but would require programs in Plan and implementation to manage traffic and parking. He said in exchange for community facilities and increments of new growth those would be tied to amenities to be provided by the development community. He said the maximum potential would allow an additional 2.1 million square feet of nonresidential building, 4,500 housing units, 600 hotel rooms in three different locations and 5,500 new jobs. He said the reason for the 4,500 housing units to study in the EIR was to strengthen the amenities that the community, employers, employees and tenants wanted - a live-work-play-recreate environment.

Commissioner Kahle said an email from a former planning commissioner had been received stating that Menlo Park had lost a significant number of M2 businesses since 2004. Mr. Knox said what he understood from Ms. Fry's email was a concern with the volume of potential growth. He said in the economic analysis there might be statistics available of the type of businesses that generated sales tax in favor of things that don't like high tech media businesses. He said they did not generate data for the existing conditions report that came to that conclusion. He said anecdotally that story was out but he wasn't sure if that was the existing trend or would remain the trend if more development was allowed. He said life science businesses typically generate business to business revenue. He said about 66% of the potential 2.1 million square feet of development on top of what was already allowed in the M2 under the existing Plan would be life sciences firms. He said hotels would generate significant revenue.

Mr. Fergus O'Shea, Director of Campus Facilities for Facebook, said Facebook through this process was not requesting to increase the existing FAR for office space. He said while they supported the GPAC's recommendations on height limits that traffic on Willow Road was a major issue. He said they were working on solutions to address the existing and potential impacts to traffic. He said providing neighborhood serving retail options for example would allow their employees and neighbors to access essential services without having to drive. He said they continue to manage their transportation program and today almost half of their employees do not drive to work. He said the right kind of housing and retail amenities could take traffic off the road. He said they supported the Commission recommending that the City Council authorize the Notice of Preparation for an EIR. He said they would continue to work

with the City on this process as long as there was a predictable path to meet their business needs.

Ms. Vicky Robledo, Belle Haven, said she had been actively involved in meetings on the General Plan update the past two years. She said that many of the Belle Haven residents have met consistently about the General Plan Update and that for the record they did not support 4,500 new housing units. She said one of their greatest concerns was the issue of traffic and that 4,500 additional housing units could add 10,000 to 25,000 more cars. She said regarding additional employment that might be available that they have not addressed affordable housing for people who would work in the additional retail and service jobs. She said regarding traffic that residents have spoken on record that it can take them an hour to travel from Chilco to Willow even in non-rush hour traffic. She said Belle Haven was a beautiful community rich with diversity and they wanted to keep the integrity of that diversity there. She said they wanted affordable housing established west of El Camino Real and not for everything to be situated all in the Belle Haven area. She said Belle Haven was not accessible – they did not have public transportation or trains. She said they wanted the City to consider the impacts of tremendous growth in a short period of time on the Belle Haven residents.

Chair Onken closed the public comment period.

Commission Comment: Chair Onken said it was important to divorce the draft potential development for the EIR from the zoning of the M2 and what the community wanted there. He said the development potential for the EIR was to ensure that they have mitigations identified for the worst traffic and density issues but they should work on what the desirable zoning should be. He said he supported the map. He noted work he was doing in Burlingame. He said that City wanted certain development but their General Plan EIR was old and new development beyond that identified in the EIR required a new EIR which slowed down the process.

Responding to questions from Commissioner Kadvany, Mr. Knox said the reason for a prioritized list of amenities was to attach values so whatever increment of development was proposed it was known which of the amenities needed to be done first. He said for instance a huge item could be reactivating the Dumbarton Rail Corridor and whether that was rapid transit or train, ped or cycle tracks, it would have a large cost. He said if the Council, Commission and community didn't want 2.1 million square feet of development and only 400,000 square feet the increment of value would still be known. He said they would come back to the Commission to look at zoning aspects that would describe what various levels of development would create in amenities and what the mitigations were.

Commissioner Strehl said she was serving on the GPAC and what was being proposed was in response to community concerns in terms of number of stories for residential buildings. She said they were not approving the development potential but describing the outer limit of potential for development.

Commissioner Kahle said he was having trouble conceiving of 2.1 million more square feet. Mr. Knox said it was a little bit less than what the M2 area could allow currently in development. He said there was about 8.75 million square foot of existing development in the M2 and there was a 10 million square foot outer limit of nonresidential under the existing Plan. He said the 2.1 million square foot number was reached through a long complex conversation in the community about what the property owners wanted. He said it was refreshing that the Council at the outset

said since most of the change would occur in the M2 area instructed them to go talk with the property owners in that area and report back to the Council, Planning Commission and the community.

Responding to a question from Commissioner Ferrick, Mr. Knox said at the Housing Commission there was discussion about the importance of rent stabilization and combinations of that which was described as Prop 13 for renters. He said that combined with just-cause eviction meant that a property owner could not just evict renters because they wanted to increase the rent more than an allowable percent increase. He said the housing experts at that meeting showed there were housing shortages in all areas for all socio-economic levels. He said the Housing Commission talked about jobs and housing fit and the housing experts said all of the housing units needed to be built and a variety of types of residential units were needed in the area.

Commissioner Strehl left the meeting about 9 p.m.

Chair Onken re-opened the public comment.

Ms. Adina Levin, City Transportation Commission and its representative on the GPAC, said at the GPAC's last meeting there was much discussion and eventually consensus about building height. She said there were considerations in having a balance between jobs and housing – one of which was about transportation and reducing traffic noting there was no guarantee that someone who lived there would work nearby but there was the opportunity for people to live near where they work. She said the other relevant issue was the community character of Belle Haven and potential displacement of residents with thousands of Facebook engineers moving into the area. She said if there were different levels of housing available including below market housing that the level of displacement could be reduced in the existing community. She suggested keeping the jobs and housing fit.

Chair Onken closed the public comment.

Commission Comment: Mr. Knox said that jobs and housing fit was a regional issue. He said the panel at the Housing Commission had emphasized how important it was to create different levels of housing including low income as that would tend not to exacerbate traffic and provide people a chance to stay in Belle Haven.

Commission Action: M/S Onken/Goodhue to recommend to the City Council as follows:

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. The Planning Commission concurs with the GPAC's recommendation, and recommends 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.

Motion carried 5-0 with Commissioner Combs recused and Commissioner Strehl no longer in attendance.

G. COMMISSION BUSINESS

There was no Commission business.

H. INFORMATION ITEMS

There were no information items.

ADJOURNMENT

The meeting adjourned at 9:29 pm.

Staff Liaison: Thomas Rogers, Senior Planner

Recording Secretary: Brenda Bennett



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF JULY 13, 2015
AGENDA ITEM D1

LOCATION: 455 San Mateo Drive **APPLICANT:** Eric Keng

EXISTING USE: Single-Family Residence **OWNER:** Saeid Akhtari

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

ZONING: R-1-S (Single-Family Suburban Residential District)

	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	10,240 sf	10,240 sf	10,000 sf min.
Lot width	64 ft.	64 ft.	80 ft. min.
Lot depth	160 ft.	160 ft.	100 ft. min.
Setbacks			
Front	21 ft.	26 ft.	20 ft. min.
Rear	70.5 ft.	67 ft.	20 ft. min.
Side (left)	10 ft.	10 ft.	10 ft. min.
Side (right)	10 ft.	10 ft.	10 ft. min.
Building coverage	2,564 sf 25 %	2,170 sf 21.2 %	3,584 sf max. 35 % max.
FAL (Floor Area Limit)	3,592 sf	2,170 sf	3,610 sf max.
Square footage by floor	1,789.0 basement 1,786.4 sf/1st 1,370.1 sf/2nd 421.5 sf/garage 14 sf/>5 ft. attic 346.2 sf/porches 10 sf/ fireplaces	1,251 sf/1st 719 accessory building 200 carport	
Square footage of building	5,737.2 sf	2,170 sf	
Building height	26.5 ft.	14 ft.	28 ft. max.
Parking	2 covered	1 covered	1 covered/1 uncovered
Trees	Heritage trees 6 Heritage trees proposed for removal 0	Non-Heritage trees 9 Non-Heritage trees proposed for removal 1	New Trees 0 Total Number of Trees 15*
* Three trees are located on the adjacent property and one tree is located in the public right-of-way.			

PROPOSAL

The applicant is requesting a use permit to demolish an existing single story residence, carport and accessory structure on a substandard lot with regard to width, and construct a new two-story residence with a basement and excavate in the left side setback for a new lightwell. This project is located in the R-1-S (Single-Family Suburban Residential) zoning district.

ANALYSIS

Site Location

The project site is located at 455 San Mateo Drive, which is located near the intersection of Middle Avenue and San Mateo Drive in the West Menlo neighborhood. It is mainly surrounded by R-1-S zoned properties. It is surrounded by a mix of one and two-story single-family residences which feature a variety of architectural styles including ranch, colonial revival and craftsman style homes.

Project Description

The applicant is proposing to demolish the existing single-story home, carport and accessory building (cottage), and construct a new two story residence. On the basement level, there would be a bedroom with its own bathroom, a media room, wine cellar, an entertainment room and a patio. The entertainment room would have a lightwell which would encroach into the side setback by three feet. This excavation is discussed in a following section. The exterior basement stairs would ascend to the first floor level of the rear yard adjacent to the covered porch. At the first floor, the front covered porch would open to a foyer which would lead to the living room, dining room and the interior stairway. A bathroom, guest room, guest bathroom, and family room would lead out to a covered porch in the rear yard. The second floor would have two bedrooms, two bathrooms, a laundry room, a master bathroom, and a master bedroom which would lead out to a deck.

The second floor deck is currently designed at 19.7 feet from the right side property line (three and one-half inches fewer than needed to comply with the City's requirements). The City requires that balconies and decks above the first floor be located at least 20 feet from the side lot line and 30 feet from the rear lot line. As a part of the proposed project, the applicant would be required to adjust the deck location slightly to comply with the City's requirements with respect to balconies and decks by submitting revised plans simultaneously with the submittal of a complete building permit application. This is included as condition 4a.

Design and Materials

The new home would be constructed in a craftsman style with decorative wood columns with a stone veneer base, shingle siding at the gables, and horizontal wood shiplap siding around the entire home. There would also be molding below the eaves, wood trim on the sill base of the windows, and on the exterior doors. All the windows would

be dark bronze aluminum clad, with wood frames. The canopy of the existing coastal redwoods on the left and right sides of the home would provide some privacy screening for the master bathroom windows and the deck at the rear yard.

The garage door would be in a wood panel/carriage style and would match the front entry door. The deck on the second floor would match the exterior design of the home by using wood columns and a wood railing. The roof would be composition shingle roofing. The lightwell would have a wood railing and a stone veneer around the exposed retaining wall.

The prominent porch, decorative columns and other treatment of framing details would help minimize the visual effect of the garage which would project beyond the front of the residence. The second floor addition would be inset from the first floor, which would reduce its verticality and visual bulk. Staff believes that the scale, materials, and design of the proposed residence would be consistent with the neighborhood's mix of architectural styles.

Excavation

Per Zoning Ordinance requirements, excavation in the required setbacks requires use permit approval. The proposed residence would include a basement, and a lightwell and patio/stair which are needed to meet minimum building code requirements for egress and light/ventilation. The lightwell on the left side of the residence would encroach into the required 10-foot left side yard setback a maximum of three feet. It would span approximately nine feet, eight inches in length. Also, the lightwell would not create any heritage tree impacts. Visibility of the lightwell from other properties or the public right of way would be minimized by the fencing and the existing landscaping, and the size of the excavation would be limited, relative to the size of the side setback.

Trees and Landscaping

The applicant has submitted a copy of the arborist report (Attachment D) dated May 14, 2015 detailing the species, size, and condition of the trees on or adjacent to the project site. Earlier this year, the applicant was denied a permit to remove the deodar (number 1), a heritage tree at the center of the front yard. The applicant has since incorporated retention of this tree into the proposal. The arborist report determines the present condition of the trees, discusses the impacts of the proposed project, and provides recommendations regarding tree protection. The existing and proposed building footprints are generally similar, and construction and demolition activity would generally be away from the trees. The recommendations for tree protection identified in the arborist report shall be ensured through condition 3g.

Currently, one tree is located in the public right-of-way, eleven trees are on the subject property, and the remaining trees are located on the immediate adjacent properties for a total of fifteen trees. The applicant proposes to remove one non-Heritage tree (number 2, a walnut tree near the front right corner of the residence in the public right-of-way). The City Arborist has tentatively approved the removal of this street tree,

subject to approval of a replacement street tree by the City Arborist and the Planning Division, as included in condition 4b. In addition, staff has identified the need for additional evaluation of potential impacts to trees #13 and 14, which is included as condition 4c.

Correspondence

The applicant has indicated that the owners have made attempts to contact their neighbors. Staff has not received any items of correspondence on the proposed project.

Conclusion

Staff believes that the scale, materials, and craftsman style of the proposed residence would be compatible with those of the existing structures on San Mateo Avenue and in the general vicinity. Design elements such as the craftsman style decorative trim and horizontal siding would add visual interest to the project and minimize the size and prominence of the garage. The existing trees on either side of the subject property would help limit privacy impacts at the side and rear yards. The side yard excavation would be limited in size and not visible from adjacent property or the right-of-way. 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 DL Architectural & Planning, consisting of 11 plan sheets, dated received June 25, 2015, and approved by the Planning Commission on July 13, 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.
4. Approve the use permit subject to the following ***project-specific*** conditions:
- a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised plans to show that the deck is compliant with the required 20-foot setback from the right side property line. The plans shall be subject to review and approval of the Planning Division.
 - b. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a revised site plan that includes one street tree replacement at the left side of the property frontage. The revised site plan shall be subject to review and approval of the City Arborist and the Planning Division.
 - c. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a revised arborist report with an additional evaluation of trees numbered 13 and 14. The revised arborist report shall be subject to review and approval of the Planning Division. If revisions to the project plans (for example, adjustments to the location or size of the basement patio/stair) are recommended, such changes shall be subject to review and approval of the Planning Division.

Report prepared by:
Michele T. Morris
Assistant 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

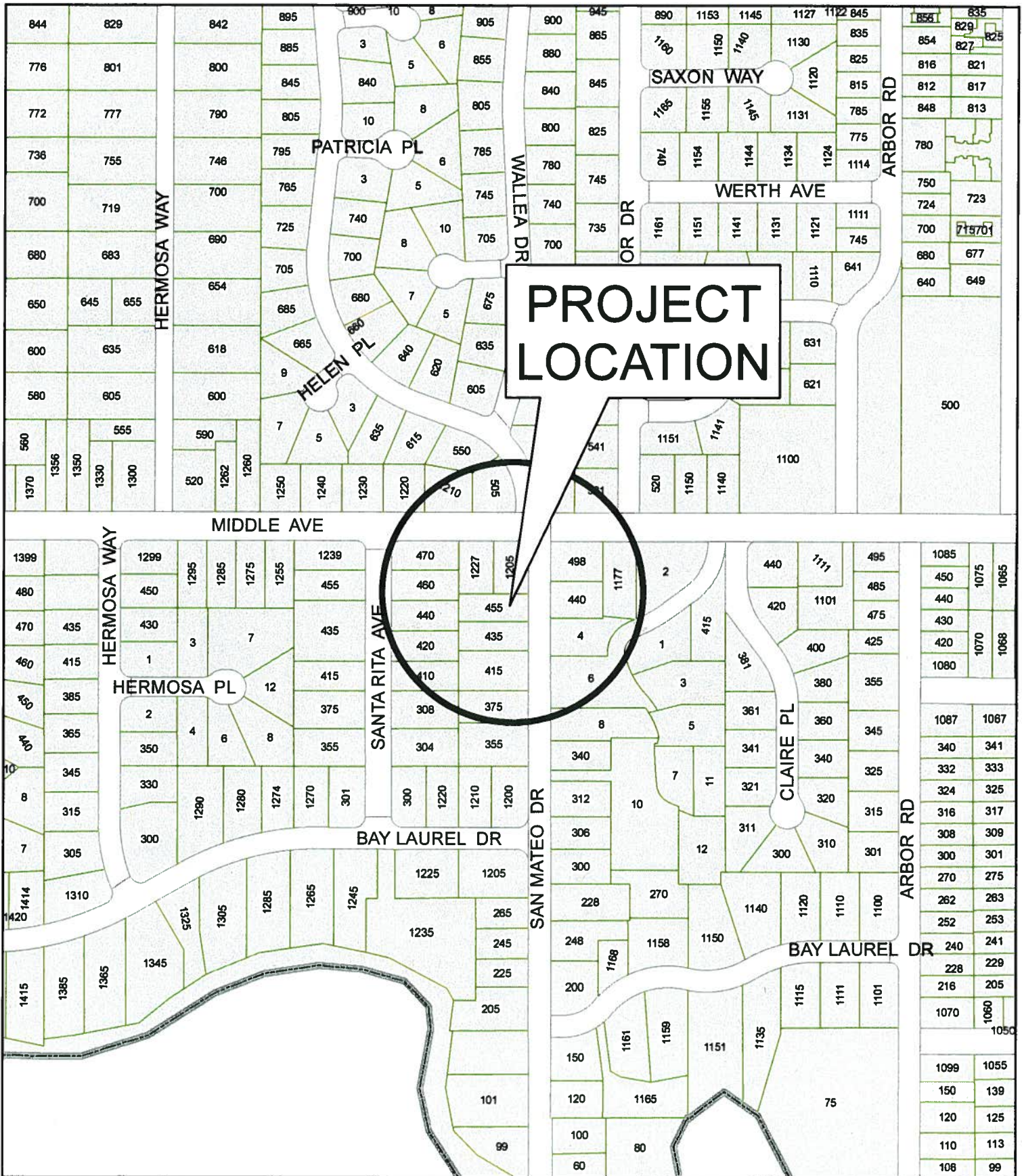
- A. Location Map
- B. Project Plans
- C. Project Description Letter
- D. Arborist Report, prepared by The Tree Specialist, received May 14, 2015

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

CITY OF MENLO PARK

LOCATION MAP

455 SAN MATEO DRIVE

A1



DRAWN: KTP CHECKED: KTP DATE: 07/13/15 SCALE: 1" = 300' SHEET: 1

OWNER:
SAED AHMARI
455 SAN MATEO DRIVE
MENLO PARK, CA 94025

ARCHITECT:
DL ARCHITECTURE & PLANNING
818 RAMONA ST. STE. 21
PALO ALTO, CA 94301
(650) 321-2808
CONTACT: Eric Kang

STRUCTURAL ENGINEER:
TO BE DETERMINED

TITLE 24:
TO BE DETERMINED

GENERAL CONTRACTOR:
TO BE DETERMINED

LAND SURVEYOR:
SMP ENGINEERS
1534 CAROL LANE
LOS ALTOS, CA 94024
(650) 941-8055

SHEET INDEX

- ARCHITECTURAL:
- SK-0.1 AREA PLAN
 - SK-0.2 SITE PLAN, SITE ANALYSIS
 - SK-0.3 STREETScape
 - C-1 SITE SURVEY
 - SK-1 EXISTING FLOOR PLANS AND PHOTOS
 - SK-2.1 PROPOSED BASEMENT/1ST FLOOR PLANS
 - SK-2.2 PROPOSED 2ND FLOOR/ROOF PLANS
 - SK-2.3 FLOOR AREA CALCULATIONS
 - SK-3.1 PROPOSED BUILDING ELEVATIONS
 - SK-3.2 PROPOSED BUILDING ELEVATIONS
 - SK-4 BUILDING SECTIONS

PROJECT SITE

ALL CONSTRUCTION SHALL COMPLY WITH THE FOLLOWING:
2013 CALIFORNIA RESIDENTIAL CODE
2013 CALIFORNIA MECHANICAL CODE
2013 CALIFORNIA PLUMBING CODE
2010 CALIFORNIA ENERGY CODE
2013 CALIFORNIA GREEN BUILDING CODE
CITY OF PALO ALTO ORDINANCE #4978

CALGREEN RESIDENTIAL MANDATORY MEASURES

PLANNING AND DESIGN

SITE DEVELOPMENT
The site shall be planned and developed to keep surface water from entering buildings.

ENERGY EFFICIENCY
The California Energy Commission believes that a green building should consume at least a 15 percent reduction in energy usage when compared to the State's mandatory energy efficiency standards.

WATER EFFICIENCY AND CONSERVATION

INDOOR WATER USE
A schedule of plumbing fixtures and fixture fittings that will reduce the amount of potable water while the building is at least 20 percent shall be provided. The reduction shall be based on the maximum allowable water use per plumbing fixture and fitting as required by the California Building Standards Code.

INDOOR WATER USE
A schedule of plumbing fixtures and fixture fittings that will reduce the amount of potable water while the building is at least 20 percent shall be provided. The reduction shall be based on the maximum allowable water use per plumbing fixture and fitting as required by the California Building Standards Code.

OUTDOOR WATER USE
Automatic irrigation system controllers for landscaping provided by the builder and installed at the time of final inspection shall comply with the following:
1. Controllers shall be weather- or soil moisture-based controllers that automatically adjust irrigation in response to changes in plant needs or weather conditions.
2. Weather-based controllers without integral rain sensors or soil moisture-based controllers that require a separate rain sensor or soil moisture sensor shall have a separate rain sensor or soil moisture sensor that is connected to the controller(s). Soil moisture-based controllers are not required to have rain sensors.
3. A rain sensor is not required to have rain sensors.

MATERIAL CONSERVATION AND RESOURCE EFFICIENCY

CONSTRUCTION WASTE REDUCTION, DISPOSAL AND RECYCLING
Recycle and/or reuse for reuse a minimum of 80 percent of the construction waste generated on the construction site, or more if feasible. Construction and demolition waste management plans, or more if feasible.
Documentation shall be provided to the enforcing agency that demonstrates compliance with Section 4.503.3, Items 1 through 5. The waste management plan shall be updated as necessary and shall be accessible during construction for examination by the enforcing agency.

BUILDING MAINTENANCE AND OPERATION
At the time of final inspection, a manual, compact disc, web-based reference or other media accessible to the enforcing agency.

ENVIRONMENTAL QUALITY

FIREPLACES
Any installed gas fireplace shall be a direct-vent sealed-combustion type. Any installed wood-burning or pellet stove shall comply with U.S. EPA Phase 2 emissions limits where applicable. Wood-burning, pellet stoves and fireplaces shall also comply with applicable local ordinances.

POLLUTANT CONTROL
At the time of rough installation or during storage on the construction site and until final startup of the heating and cooling equipment, all duct and other related air distribution component openings shall be covered with tape, plastic, sheet metal or other materials acceptable to the enforcing agency to reduce the amount of dust or debris which may collect in the system.

FRESH MATERIAL POLLUTANT CONTROL
Adhesives, sealants and caulks:
1. Adhesives, sealants, caulks, primers, solvents, primers, sealants, sealant primers, and caulks shall comply with local or regional air pollution control or air quality management district rules.
2. Adhesives, sealants, caulks, primers, solvents, primers, sealants, sealant primers, and caulks shall comply with state or local VOC standards and other requirements.

PROJECT DATA

COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

DATE SHEET

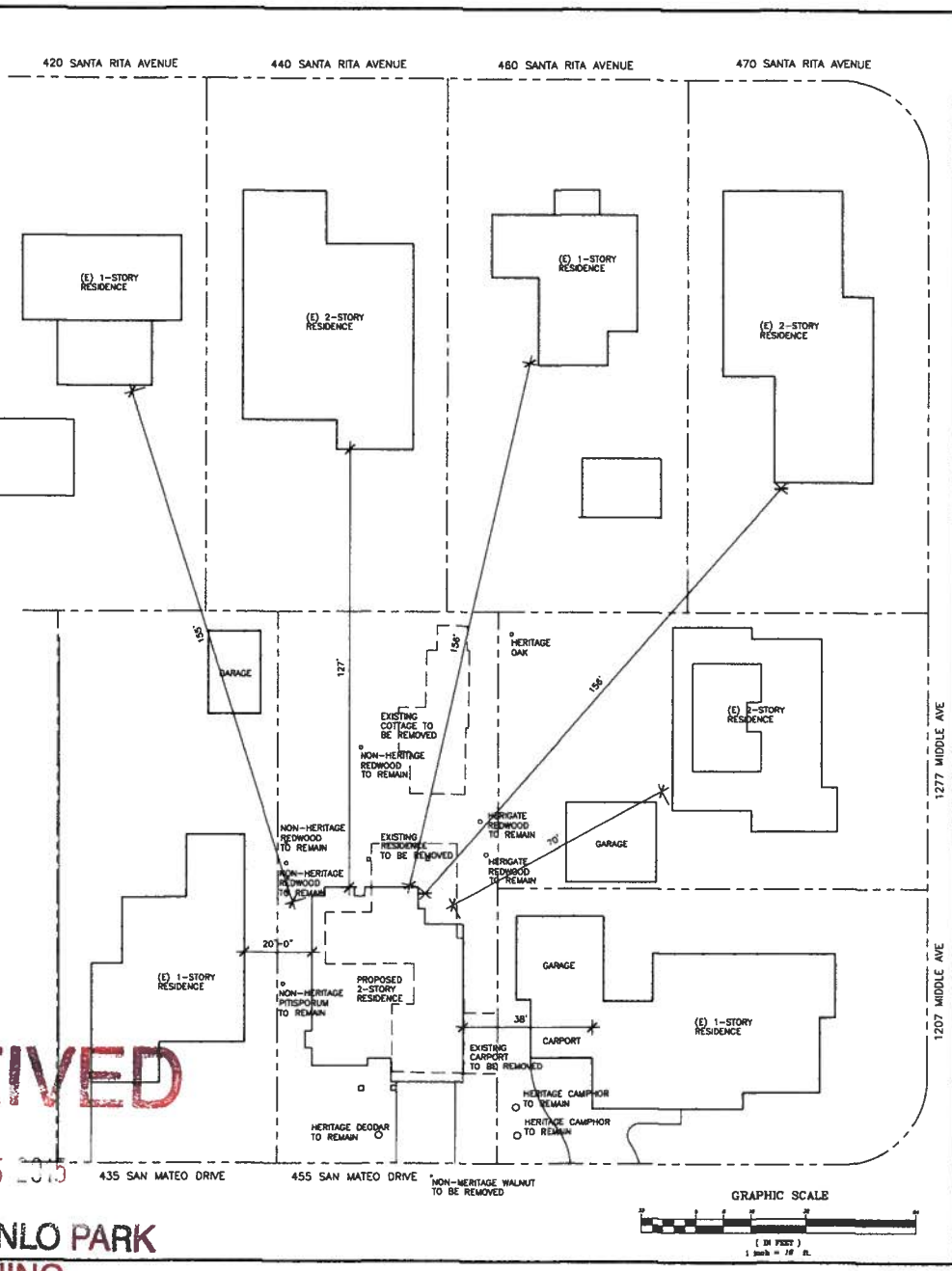
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SCOPE OF WORKS

DEMOLISH EXISTING 1 STORY RESIDENCE WITH CARPORT AND COTTAGE, REBUILD NEW 2 STORY RESIDENCE WITH BASEMENT AND 2-CAR GARAGE

- INDOOR AIR QUALITY AND EXHAUST**
Mechanical exhaust fans which exhaust directly from bedrooms and bathrooms to the exterior.
1. Fans shall be ENERGY STAR compliant and be ducted to terminate outside the building.
2. Unless functioning as a component of a whole house ventilation system, fans shall be controlled by a humidistat which shall be readily accessible. Humidistat controls shall be capable of adjustment between a relative humidity range of 50 to 80 percent.
3. Select heating and cooling equipment according to ACCA 20-5 Manual S or other equivalent design software or methods.
- ENVIRONMENTAL COMFORT**
Whole house exhaust fans shall have insulated hoods or covers which close when the fan is off. Covers or hoods shall have a minimum insulation value of R-1.2.
Heating and air-conditioning systems shall be sized, designed and have their equipment selected using the following methods:
1. The load loss and heat gain is calculated by the ACCA Manual J, ASHRAE Handbook or other equivalent design software or methods.
2. Duct systems are sized according to ACCA 20-5 Manual D, ASHRAE Handbook or other equivalent design software or methods.
3. Select heating and cooling equipment according to ACCA 20-5 Manual S or other equivalent design software or methods.

RECEIVED
JUN 25 2015
CITY OF MENLO PARK
PLANNING



REVISIONS

NO.	DATE	DESCRIPTION
1	3-1-2015	USE PERMIT 15-01-0015
2	3-1-2015	USE PERMIT 15-01-0015
3	3-1-2015	USE PERMIT 15-01-0015

DL Architectural & Planning
FOR: Saed Ahmari
455 SAN MATEO DRIVE
MENLO PARK, CA

AREA PLAN, VICINITY MAP
PROJECT DATA

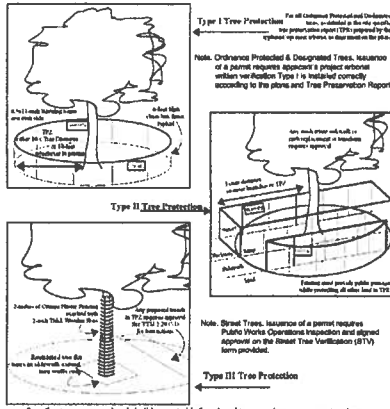
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SCALE: 1/8"=1'-0"
SHEET: SK-0.1

TREE PROTECTION SPECIFICATIONS

- A 6" layer of coarse mulch or woodchips is to be placed beneath the drip line of the protected tree. Mulch is to be kept 12" from the trunk.
- A protective barrier of 6" white link fencing shall be installed around the drip line of protected trees. The fencing can be moved within the drip line if authorized by the Project Arborist or City Arborist but not closer than 2' from the trunk of any tree. Fence posts shall be 1.5" in diameter and are to be driven 2' into the ground. The distance between posts shall not be more than 10'. This enclosed area is the Tree Protection Zone (TPZ).
- 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 various phases of construction. The barrier may not move the fence without authorization from the Project Arborist or City Arborist.
- Where the City Arborist or Project Arborist has determined that tree protection fencing will interfere with the safety of work crews, this may be used as an alternative form of tree protection. Wooden stakes or steel rods shall be placed around the trunk of the tree, around the trunk. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the outside of the wooden stake. Major residential trees may require protection as determined by the City Arborist or Project Arborist. Stakes should be placed in a circle around the trunk by cutting the mulch around the trunk up to a minimum height of six feet from grade. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the entire stake.
- Avoid the following conditions:
DO NOT:
 - Allow run off of spillage of damaging materials into the area below any tree canopy.
 - Store materials, stockpiles, soil, or park or drive vehicles within the TPZ.
 - Cut, break, slash, or remove roots, branches, or trunks without first obtaining authorization from the City Arborist.
 - Allow fires under and adjacent to trees.
 - Discharge exhaust into foliage.
 - Secure rubble, debris, or refuse to trees or shrubs.
 - Remove, dig, or otherwise enclose within the drip line or TPZ of the tree(s) without first obtaining authorization from the City Arborist.
 - Apply soil chemicals under pavement near existing trees.
- Only excavation by hand or compressed air shall be allowed within the drip line of trees. Machine trenching shall not be allowed.
- Avoid injury to tree roots. When a ditching machine, which is being used outside of the drip line of trees, encounters roots smaller than 2", the soil of the trench adjacent to the tree shall be hand tamped, making clear, dense 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 tree shall be kept shaded with four layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet. Roots 2" or larger, when encountered, shall be reported immediately to the Project Arborist, who will decide whether the Contractor may cut the root or maintain above or shut it away by hand or with compressed air under the root. Root is to be protected with dampened burlap.
- Monitor pipes outside of the area that is 10 times the diameter of a protected tree to avoid conflict with roots.
- Where it is not possible to remove pipes or trenches, the contractor shall have beneath the drip line of the tree. The burlap shall take place not less than 3' below the surface of the soil in order to avoid encroaching "blind" roots.
- 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 a certified arborist at the discretion of the required permit by the Planning Division. Pruning of existing limbs and roots shall only occur under the direction of a Certified Arborist.
- 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.
- 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 contractor 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.
- Violation of any of the above provisions may result in sanctions or other disciplinary action.

MONTHLY INSPECTIONS

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

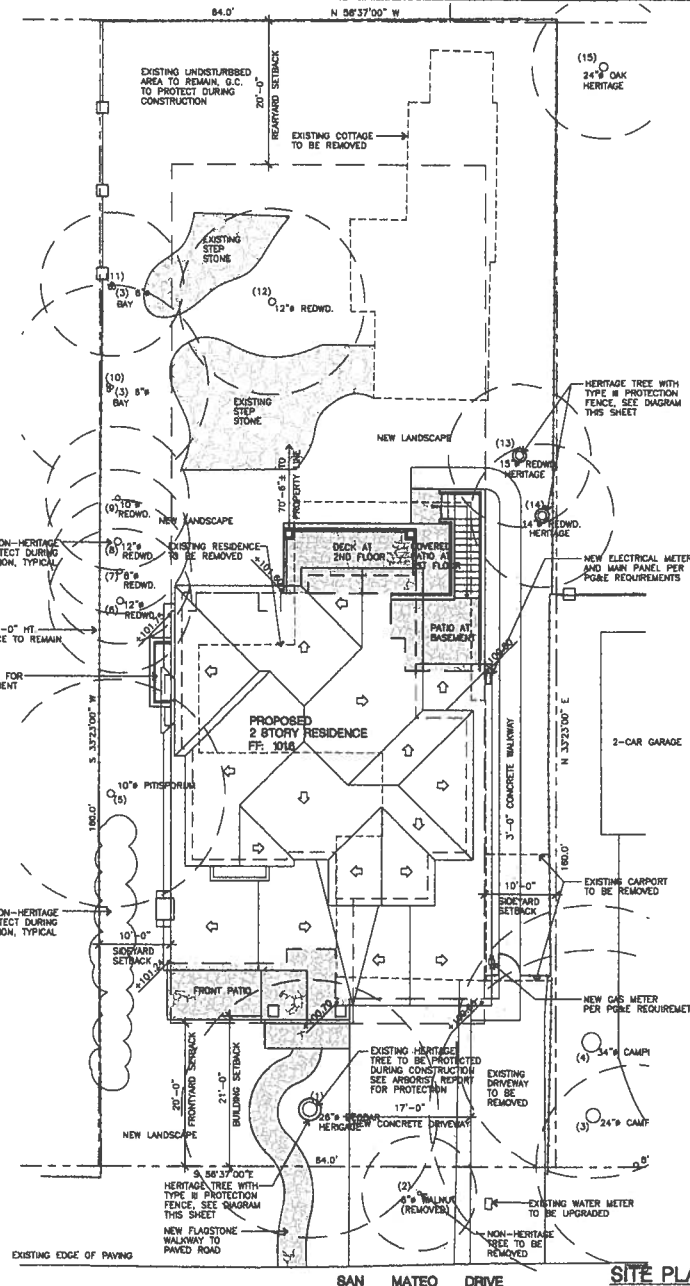


SITE ANALYSIS

LOT AREA	10,240 SQ. FT.
ALLOWABLE FLOOR AREA (10,240 x 0.50) ± 25% + 2,800	3,810 SQ. FT.
ATTC OVER 3'-0" HT.	14 SQ. FT.
PROPOSED BASEMENT AREA	1,879 SQ. FT.
PROPOSED 1ST FLOOR AREA (INCLUDING GARAGE)	2,207 SQ. FT.
PROPOSED 2ND FLOOR AREA	1,370 SQ. FT.
TOTAL PROPOSED FLOOR AREA TOWARD FAL	3,582 SQ. FT.
LAND COVERED BY STRUCTURES	24.48
LANDSCAPING	25.38
PAVED SURFACES	19.78
PARKING SPACES	2 COVERED
ALL GRADES TO REMAIN NATURAL	
AVERAGE GRADE: (101.6+100.6)/2	101.1

TREE DESCRIPTION TABLE

Tree #	Species	D.B.H.	Canopy Height	Canopy Width	Preservation Suitability	Health Development
1	Decid.	28"	50'	50'	Fair	Good
2	Willow	6"	15'	6'	Very Low	Poor
3	Ceanoth	24"	30'	12'	Fair	Moderate
4	Ceanoth	24"	30'	12'	Fair	Moderate
5	Pistachia	10"	20'	14'	Poor	Poor
6	Coastal Redwood	12"	25'	5'	Good	Good
7	Coastal Redwood	8"	25'	5'	Good	Good
8	Coastal Redwood	12"	25'	5'	Good	Good
9	Coastal Redwood	10"	25'	5'	Good	Good
10	Bay	3-4"	25'	15'	Good	Good
11	Bay	3-4"	25'	15'	Good	Good
12	Coastal Redwood	14"	25'	10'	Good	Good
13	Coastal Redwood	15"	30'	6'	Good	Good
14	Coastal Redwood	16"	30'	10'	Good	Good
15	Coastal	24"	25'	18'	Good	Good topped



REVISIONS

NO.	DATE	DESCRIPTION
1	3-1-2015	USE FORM 3-1-2015
2	3-1-2015	USE FORM 3-1-2015
3	3-1-2015	USE FORM 3-1-2015

DL Architectural & Planning

485 SAN MATEO DRIVE
MENLO PARK, CA 94025

800 351-2000

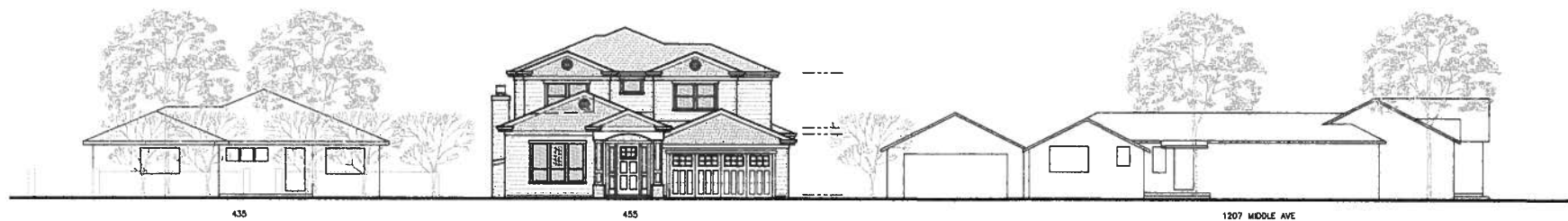
NEW RESIDENCE FOR: Seab Airair

485 SAN MATEO DRIVE
MENLO PARK, CA 94025

SITE PLAN

SK-0.2

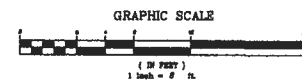
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455

1207 MIDDLE AVE



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USE PERMIT	
3-1-2015	
USE PERMIT	
3-1-2015	



**DL Architectural
& Planning**
638 RAMONA ST. STE 21
PALO ALTO, CA 94301-3905
(650) 351-3905

**NEW RESIDENCE
FOR Seed Akhtar**
455 SAN MATEO DRIVE
MENLO PARK, CA

STREET SCOPE

DATE 3-1-2015

SCALE 1/8"=1'-0"

BY

CHECKED

SK-03

B5.



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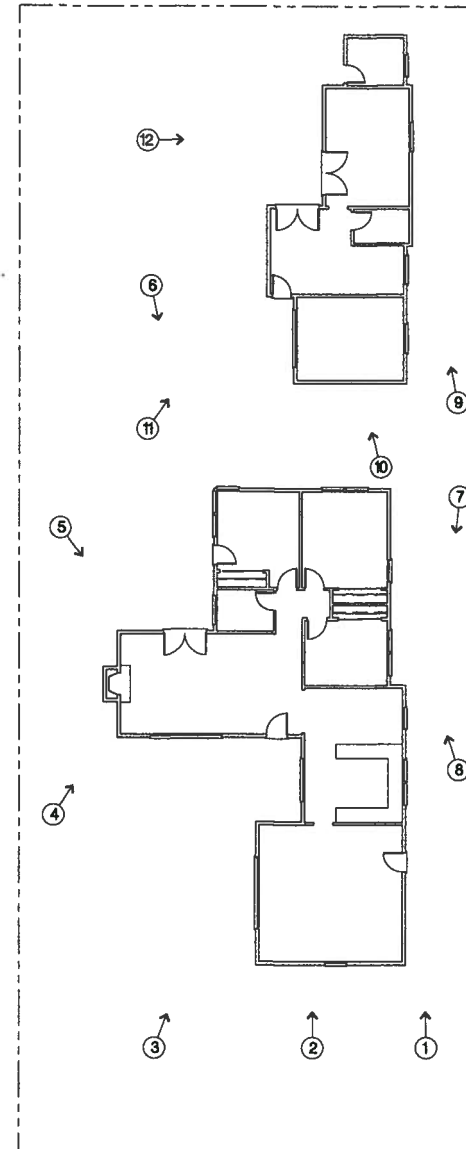


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9

EXISTING BUILDING PHOTOS



EXISTING MAIN HOUSE & COTTAGE
SCALE: 1/8" = 1'-0"

REVISIONS	DATE	BY	APP
1	3-1-2015	DL	
2	3-1-2015	DL	
3	3-1-2015	DL	



**DL Architectural
& Planning**
618 RAMONA ST. STE 21
PALO ALTO, CA 94301-5008

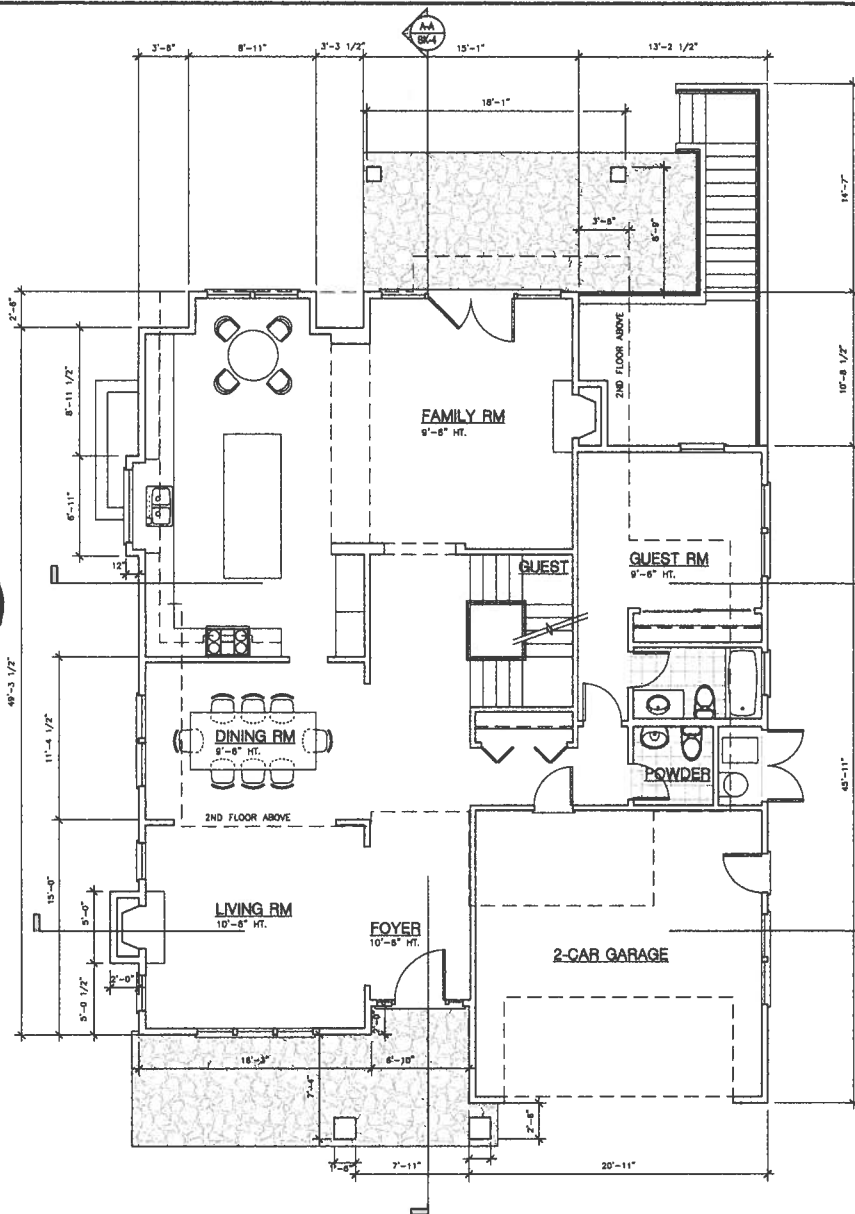
**NEW RESIDENCE
FOR: Saad Alkhatib**
408 SAN MATEO DRIVE
MENLO PARK, CA

**EXISTING FLOOR PLAN
& BUILDING PHOTOS**

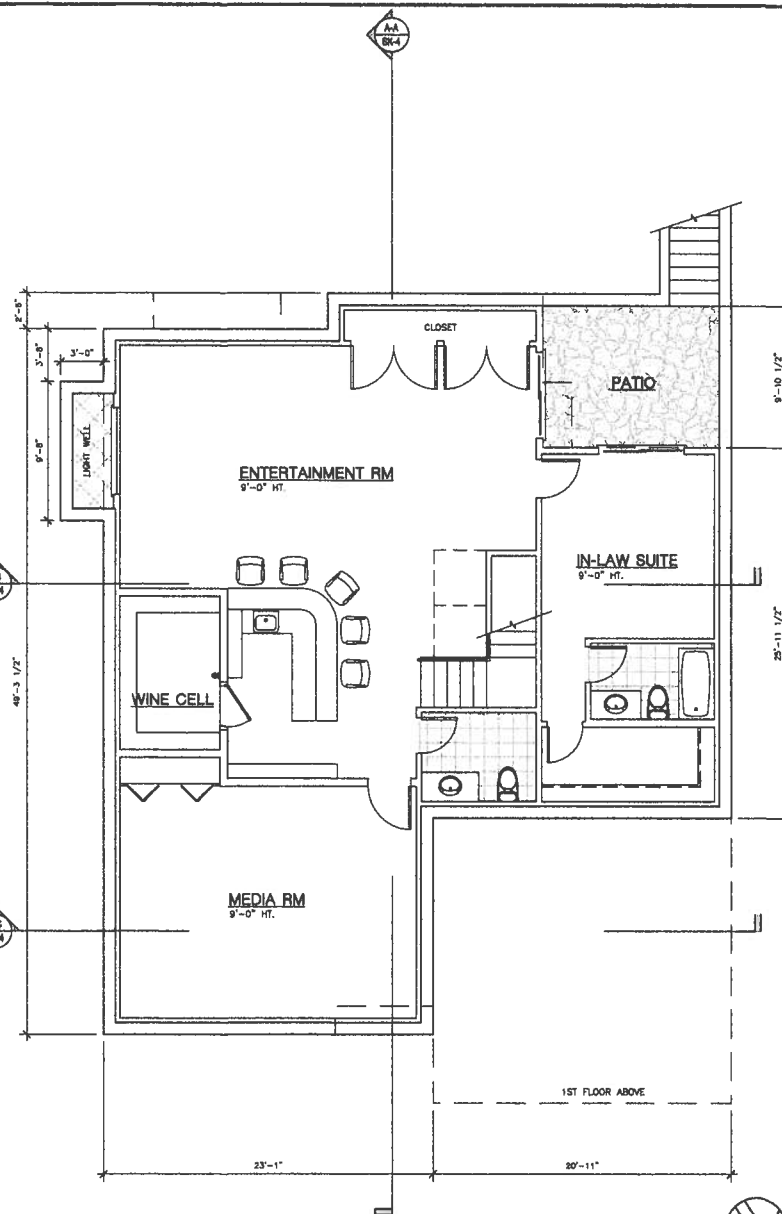
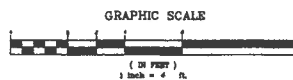
3-1-2015
1/4" = 1'-0"

SK-1

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1st FLOOR PLAN
SCALE: 1/4" = 1'-0"

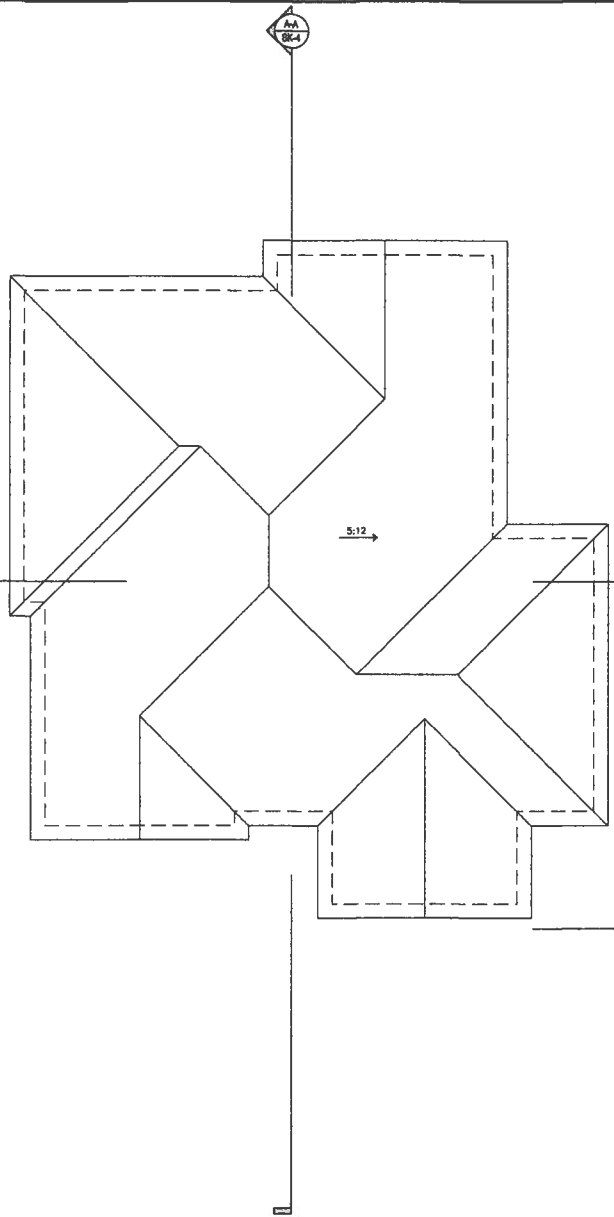


BASEMENT PLAN
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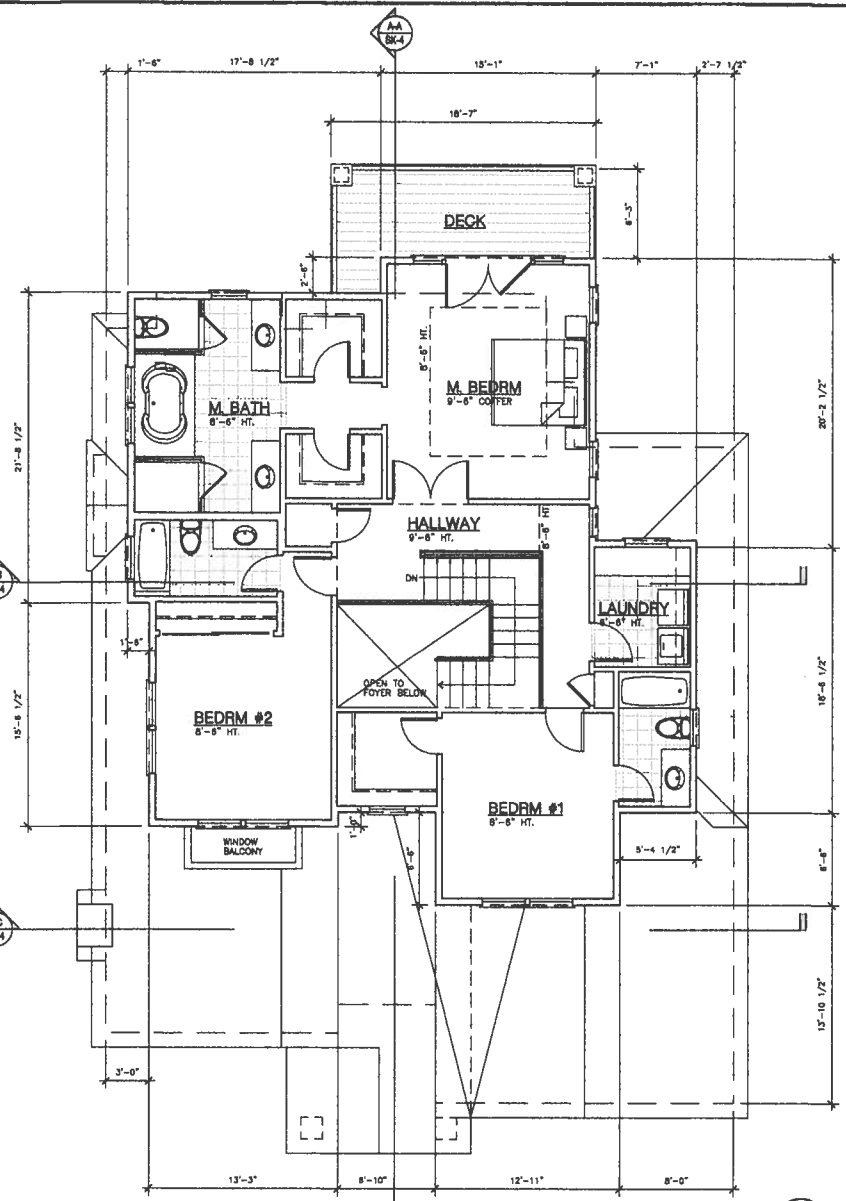
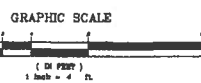


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B7.



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

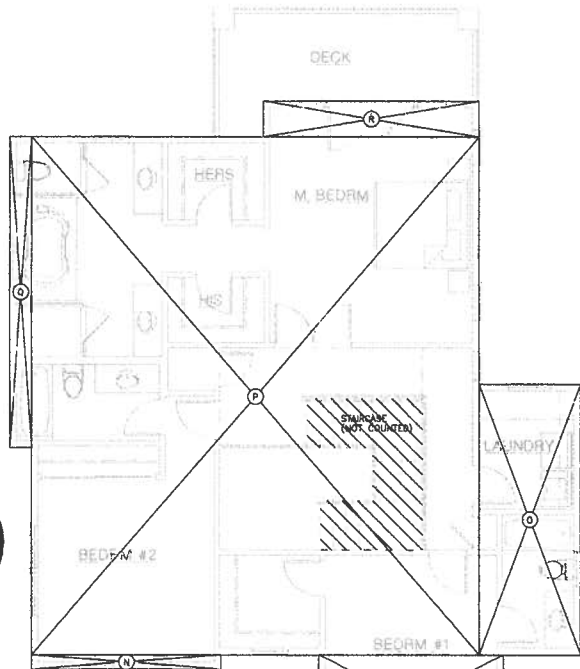


2nd FLOOR PLAN
SCALE: 1/4" = 1'-0"

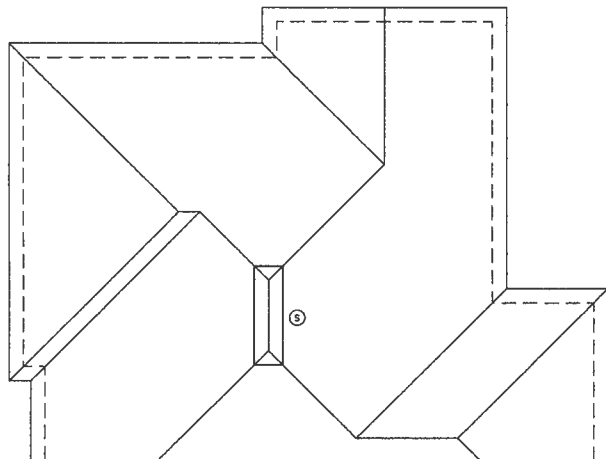


REVISIONS 1. LSC PERMIT 3-11-2015 2. LSC PERMIT 5-12-2015 3. LSC PERMIT 5-12-2015	
DL Architectural & Planning 818 RAMONA ST. STE 21 PALO ALTO, CA 94301-2025 (650) 321-0205	
NEW RESIDENCE FOR Seed Akhtar 455 SAN MATEO DRIVE MENLO PARK, CA	
PROPOSED 2ND FLOOR/ ROOF PLANS 3-1-2015 1/4"=1'-0"	
SK-22	

88

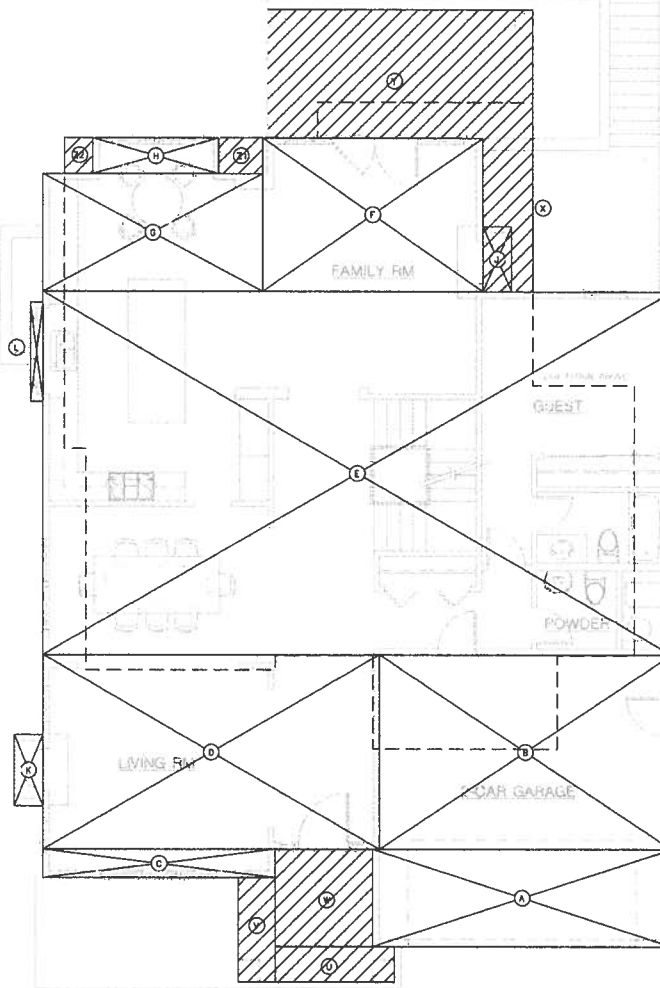


2ND FLOOR PLAN
1/4" = 1'-0"

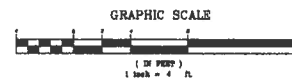


ROOF PLAN
1/4" = 1'-0"

NO ATTIC OVER 5'-0" BEYOND CUT LINE



1ST FLOOR PLAN
1/4" = 1'-0"



GARAGE	A = 20'-11" x 6'-10"	142.9	sq.ft.
	B = 20'-5 1/2" x 13'-7 1/2"	278.7	sq.ft.
		4215	sq.ft.
1ST FLOOR	C = 16'-3" x 2'-0"	32.5	sq.ft.
	D = 23'-6 1/2" x 13'-7 1/2"	320.6	sq.ft.
	E = 44'-0" x 25'-5 1/2"	1120.2	sq.ft.
	F = 15'-5" x 10'-8 1/2"	165.0	sq.ft.
	G = 15'-4 1/2" x 8'-2 1/2"	126.0	sq.ft.
	H = 8'-9 1/2" x 2'-6"	22.0	sq.ft.
	(J) = 2'-0" x 4'-6" NOT COUNTED	---	sq.ft.
	(K) = 2'-0" x 5'-0" NOT COUNTED	---	sq.ft.
	(L) = 1'-0" x 6'-11" NOT COUNTED	---	sq.ft.
		1,786.4	sq.ft.
2ND FLOOR	M = 12'-11" x 6'-6"	84.0	sq.ft.
	N = 13'-3" x 1'-0"	13.3	sq.ft.
	O = 7'-7" x 19'-0"	134.5	sq.ft.
	P = 31'-3 1/2" x 38'-3"	1,134.3	sq.ft.
	(INCLUDES STAIR CASE)		
	Q = 1'-6" x 21'-8 1/2"	32.6	sq.ft.
ATTIC OVER 5'	R = 15'-1" x 2'-6"	37.7	sq.ft.
	STAIR CASE (NOT COUNTED)	(66.2)	sq.ft.
		1,370.1	sq.ft.
	S = 2'-0" x 7'-0"	14.0	sq.ft.
	(TYPE P AREA HAS ALSO BEEN COUNTED IN 2ND FLOOR TOTAL 2009)		
	TOTAL FAL =	3,592.0	sq.ft.
GARAGE	A = 20'-11" x 6'-10"	142.9	sq.ft.
	B = 20'-5 1/2" x 13'-7 1/2"	278.7	sq.ft.
		4215	sq.ft.
1ST FLOOR	C = 16'-3" x 2'-0"	32.5	sq.ft.
	D = 23'-6 1/2" x 13'-7 1/2"	320.6	sq.ft.
	E = 44'-0" x 25'-5 1/2"	1,120.2	sq.ft.
	F = 15'-5" x 10'-8 1/2"	165.0	sq.ft.
	G = 15'-4 1/2" x 8'-2 1/2"	126.0	sq.ft.
	H = 8'-9 1/2" x 2'-6"	22.0	sq.ft.
		1,786.4	sq.ft.
COVERED AREA	K = 2'-0" x 5'-0"	10.0	sq.ft.
	L = 1'-0" x 6'-11"	6.9	sq.ft.
	U = 8'-4" x 2'-6"	20.8	sq.ft.
	V = 2'-7" x 7'-4"	18.9	sq.ft.
	W = 6'-10" x 6'-10"	48.6	sq.ft.
	X = 3'-6" x 10'-8 1/2"	69.0	sq.ft.
	Y = 18'-7" x 9'-0"	167.2	sq.ft.
	Z1 = 3'-7" x 2'-6"	7.7	sq.ft.
	Z2 = 2'-0" x 2'-6"	9.0	sq.ft.
		356.2	sq.ft.
	TOTAL LOT COVERAGE =	2,573.1	sq.ft.

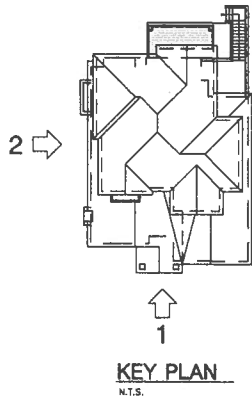
DL Architectural & Planning
608 RAMONA ST., STE. 21
PALO ALTO, CA 94301-2009

NEW RESIDENCE
FOR: Sead Akbari
455 SAN MATEO DRIVE
MENLO PARK, CA

FLOOR AREA CALCULATIONS

DATE: 3-1-2019
SCALE: 1/4" = 1'-0"

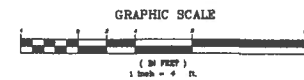
SK-23



② EAST ELEVATION
SCALE: 1/4" = 1'-0"



① NORTH ELEVATION
SCALE: 1/4" = 1'-0"



REVISIONS	
1	USE PERMIT 3-1-2015
2	USE PERMIT 3-15-2015
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5	



DL Architectural
& Planning

888 RAMONA ST. STE 21
PALO ALTO, CA 94301-2008

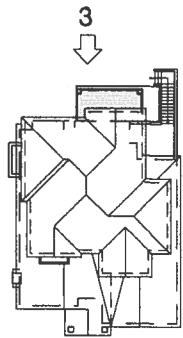
NEW RESIDENCE
FOR: Seald Akhtar

485 SAN MATEO DRIVE
MENLO PARK, CA

EXTERIOR ELEVATIONS

DATE	3-1-2015
SCALE	1/4"=1'-0"
BY	
CHECKED	

SK-3.1



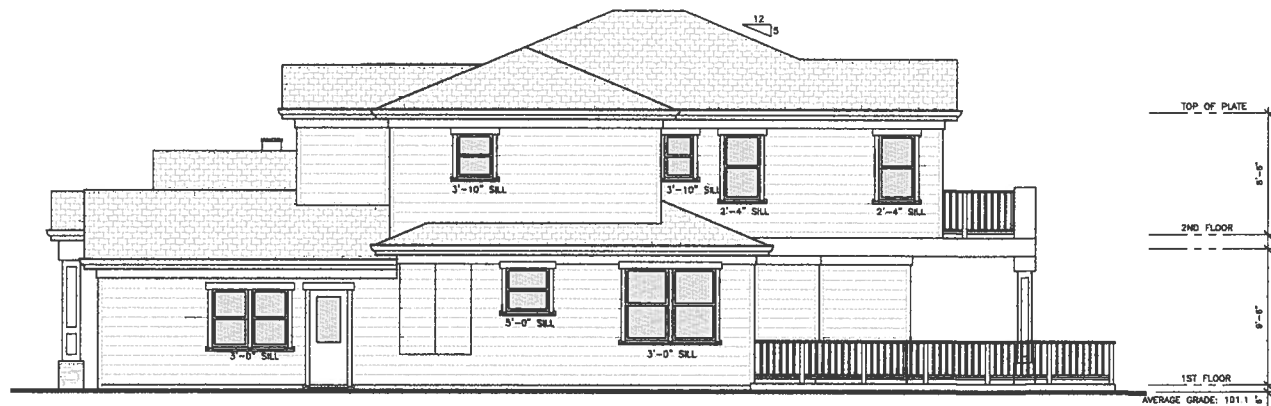
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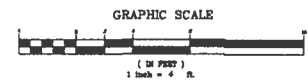
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③ SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



④ WEST ELEVATION
SCALE: 1/4" = 1'-0"



REVISIONS	DATE	BY	APP
1	3-11-2015	DL	
2	3-11-2015	DL	
3	3-11-2015	DL	



**DL Architectural
& Planning**
608 RAMONA ST. STE 21
PALO ALTO, CA 94301-2200

**NEW RESIDENCE
FOR: Saad Alhtari**
465 SAN WATCO DRIVE
MENLO PARK, CA

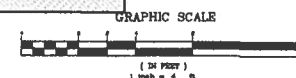
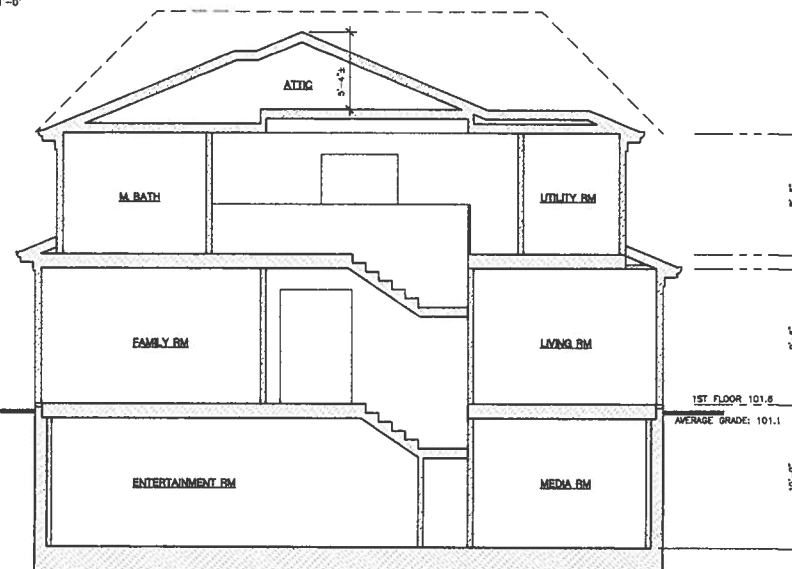
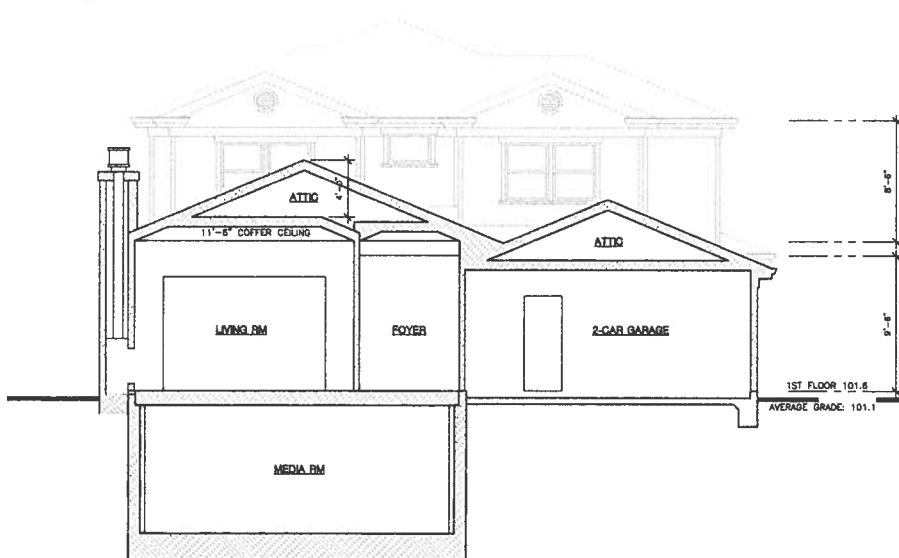
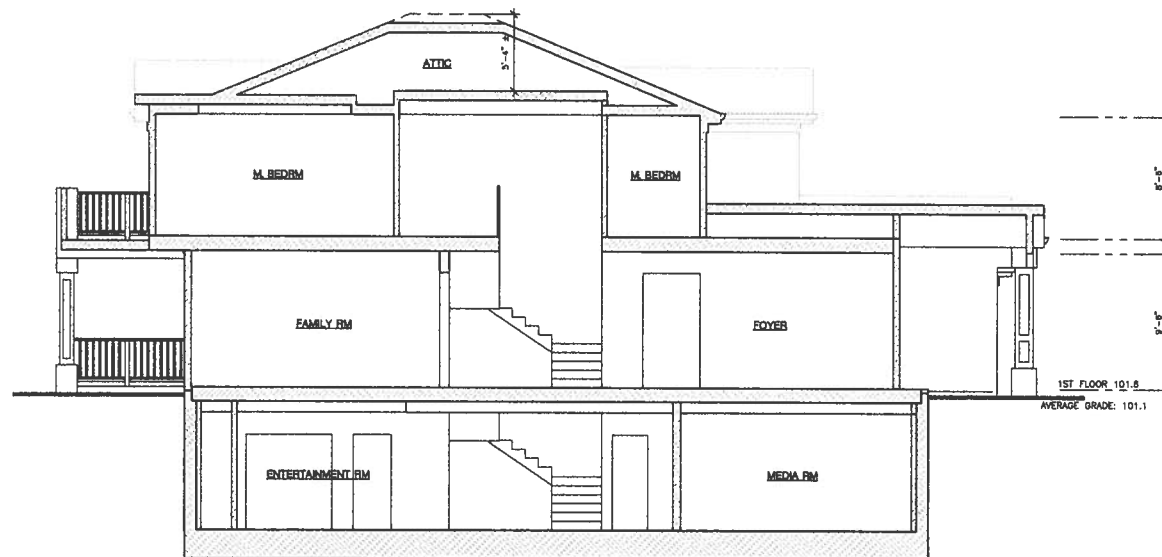
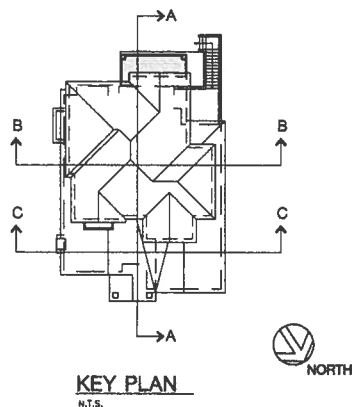
EXTERIOR ELEVATIONS

3-1-2015

1/4"=1'-0"

DL

SK-3.2



REVISIONS	DATE	BY	CHKD
1. USE POINT	3-11-2015		
2. USE POINT	3-11-2015		
3. USE POINT	3-11-2015		



**DL Architectural
& Planning**
608 RAMONA ST. STE 21
PALO ALTO, CA 94301-3005

**NEW RESIDENCE
FOR: Sead Akhtari**
455 SAN MATEO DRIVE
MENLO PARK, CA

BUILDING SECTIONS

DATE: 3-11-2015

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

SHEET: 1

PROJECT: SK-4

RECEIVED

JUN 25 2015

Project Description:

Re: 455 San Mateo Drive

CITY OF MENLO PARK
PLANNING

The proposed project is located on an 64'x160' lot in R-1-S which is considered substandard width that needs use permit for the new 2 story residence.

The scope of work is to demolished existing single story residence, carport and cottage in the backyard, maintain most existing onsite trees and step stone paving, build a new 2 story residence with basement, open patio for basement, covered porch in the backyard and one light well in the sideyard setback for basement.

The new 2 story house with 2 bedrooms and master suite on 2nd floor, living room, family room, dining room and guest bedroom on 1st floor, entertainment/media room and in-law suite in the basement, new owner has no intend to rent as 2nd unit for basement. New house location is to be in line with adjacent houses follow the front setback line with 2 car garage facing street eliminate the driveway to back yard maintain minimum required sideyard setback to preserve as much backyard as possible for the new residence.

The architectural style for the new residence will be modern craftsman style, front entry porch with decorative wood columns and shingle siding at gable, horizontal wood siding around the entire house, molding below eave, and wood trim around multi-pane sash over sash windows and exterior doors. The garage door is carriage style wood door with matching front entry door. Roofing is charcoal gray composition single roofing. Building color will be light gray with white trim and fascia board; windows are "Hurd" wood windows with dark bronze aluminum clad. In the back of house for 2nd floor balcony with matching wood columns and wood railing. Basement light well should have the similar wood railing and stone veneer around the exposed retaining wall.

For the outreach attempt, owner has made the effort to contact neighbors; I have already contacted our neighbors regarding our construction plans (underline is an email reply from property owner Saeid Akhtari).

C1

The Tree Specialist

Don Araki

ISA Certified Arborist WE-6547A

(408) 209-1007

Pre-Construction Tree Inventory and Certified Arborist's Report

RECEIVED

MAY 14 2015

CITY OF MENLO PARK
BUILDING

Prepared for:

Saeid Akhtari

(408) 307-5237

Regarding Property Location:

**455 San Mateo Dr.
94025 Menlo Park, CA**

March 28, 2015

CONTENTS

1.0	AFFADAVIT
2.0	EXECUTIVE SUMMARY
3.0	TREE PRESERVATION PRECEPTS
4.0	SITE-SPECIFIC INFORMATION
4.1	Existing Conditions (Tree Inventory)
4.2	Site Plan (Existing Trees Re; property plan prepared by: NAME OF ARCHITECT BUSINESS OFFICE AND LOCATION)
4.3	Basic Tree Preservation Measures (TPMs)
5.0	CERTIFICATION

The Tree Specialist / Don Araki (408) 209-1007 FAX (408) 971-4614

Office: 1198 Nevada Avenue, San Jose, CA 95125

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1.0
AFFADAVIT

Don Araki of **The Tree Specialist** is an ISA Certified Arborist: WE- 6547A having authority to offer advice and suggestions accumulated from industry standards and working knowledge based on 20 years of experience in residential and commercial tree service. This report is respectfully submitted to Mr.Saeid Akhtari for work to be done at the location: 455 San Mateo Drive Menlo Park CA

Don Araki

Date

2.0
EXECUTIVE SUMMARY

Please be advised that the City of Saratoga has established a strict code of compliance regarding tree work in your area titled "Heritage Tree Ordinance". For more information you may access this three page text at.

<http://www.menlopark.org/205/Heritage-Trees>

The Community Development Department's "Permit Submittal Requirements" advise the submittal of two (2) copies of the Arborist Report pertaining to heritage trees in the vicinity. You may also have access to these requirements at

<http://www.menlopark.org/DocumentCenter/View/832>

Since the design team has planned around this project's significant trees, the Heritage Trees can generally be preserved with the usual tree protection measures.

3.0 TREE PRESERVATION PRECEPTS

{Books have been written on this topic – but if I had to choose three basic concepts to highlight:

Start early to preserve trees that are assets, but preserve whole trees (including roots, not merely trunks.

The owner(s) must have the entire team committed to preserving each tree everyday (from the designer to the project manager to the guys with the nail bags).

Minimize impacts, or the tree will require you to mitigate, lest you destroy its rootlets or its structure or its environment.}

4.0 SITE-SPECIFIC INFORMATION

Location: 455 San Mateo Drive Menlo Park CA

4.1 Existing Conditions (Tree Inventory)

{tree list spreadsheet)

Observation Definition Guidelines

Tree Numbering System: We have tree identifiers attached to the tree with assigned numbers from 1 -10.

Names: We utilize the common Sunset names whenever possible or scientific/botanical to minimize confusion. We may describe a tree using Sunset or McMinn's key when necessary.

DSH: Diameter at Standard Height: This measurement is the trunk diameter measured at the standard height defined by the jurisdiction in which the tree trunk grows. The industry standard is 54 inches above ground level, taken with a standard surveyor's diameter tape, recorded in inches (DBH: diameter at breast height). Exceptions to the 54" level are called out in several jurisdictions (to wit: San Mateo at 48"; Redwood City between 6" – 36"; San Jose at 24"). For multi-trunked trees, measurements were taken below the lowest branch swelling and/or individual stems at 54" inches, or an average depending on which height measurement is deemed to produce the best representative figure.

Crown Radius: The average radius measurement is shown in feet.

Ht (Height): Estimated distance foliage crown extends above grade, recorded in feet.

Vigor: Rigor for tree's growth and vitality as a blend of elements like leaf or bud size and color, twig growth (elongation), accumulation of deadwood, cavities, wound wood development, trunk expansion (growth "cracks"), etc.

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Structure: Structure rating for tree's architecture as a composite of factors like branch attachment, lean and balance, effects of prior breakage, crossing-tangled-twisted limbs, co-dominant trunks and/or branches, decay and cavities, anchorage (roots), etc.

Overall Condition: Percentage rating assessing the tree's overall vigor, recent growth, insects/diseases, and structural defects. Relative text rating included in the same cell as: Excellent, Good, Fair, Poor, Very Poor. This corresponds to the "Condition Percentage" factor in tree valuations per the Council or Tree and Landscape Appraisers (CTLA) system used by the International Society of Arboriculture. (CTLA, 1992) It combines foliage, branches, limbs, and trunk and root ratings into a composite condition score. This rating is used in the calculation of these trees' appraised value required by the City of Palo Alto.

Suitability for Preservation: Considers tree's condition (vigor and structure), longevity/age, adaptability, and aesthetics. This rating takes into account any announced intentions of changes in area/lot use. Degrees: High, Moderate, Low, And Very Low.

High: Tree in great condition and any existing defects or stresses are minor or can be easily mitigated.

Moderate: Notable vigor and/or stability problems but which can be moderated with treatment and /or increased tree protection zone.

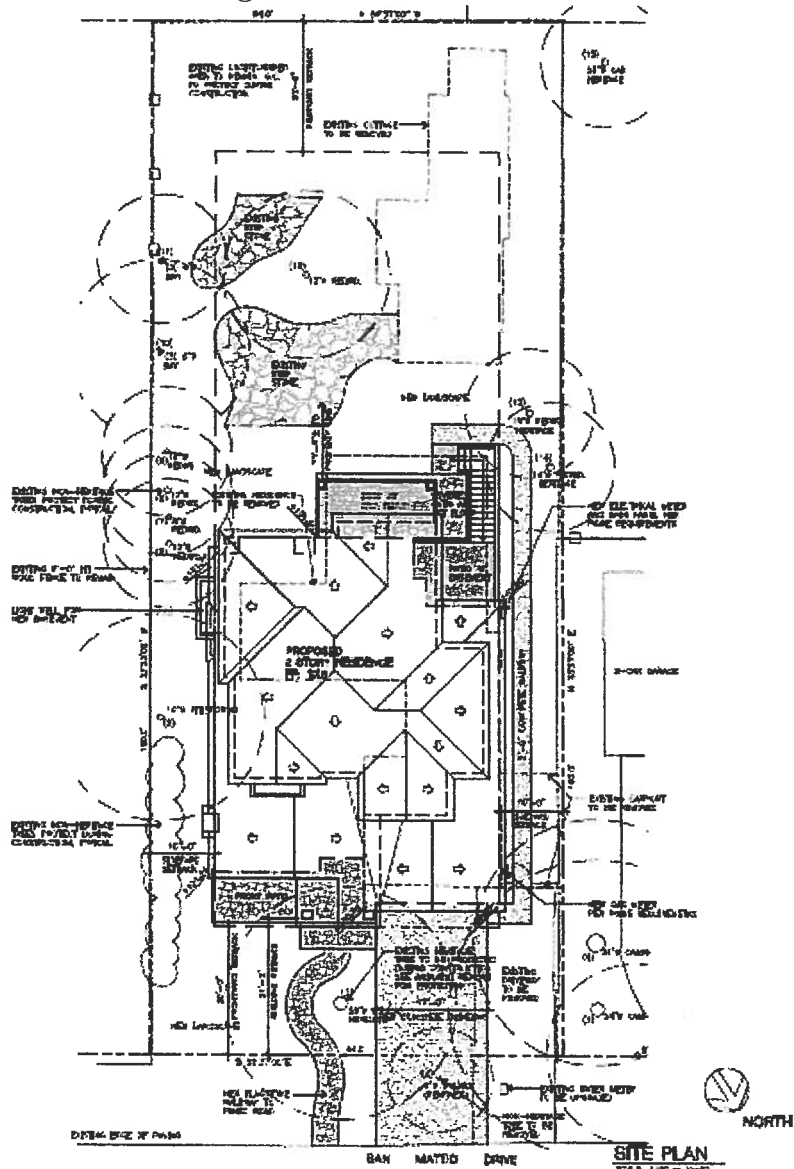
Low: Significant problems, including shorter life expectancy. Difficult to retain but has potential with a much larger tree protection zone.

Very Low: Substantial, existing problems, defects, stresses; unlikely to survive the impact of any project.

Age / Longevity: Rates tree's relative age: Young (long) / Semi- Mature / Mature / Over-Mature.

Comment: Notes; most obvious defects, insects, diseases or unique characteristics.

**4.2 Site Plan of Existing Trees based on submitted property plan created by:
DL Architectural and Planning.**



Reference Picture #1 (In Attachments)

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(D5)

Tree Description Table

Created by Scott Araki, Tree Specialist

Table includes Tree Number (corresponding to Previous Page site plan), Species name, Diameter at Standard Height, Canopy height, Canopy Width, Suitability of Preservation Rating, and General Description of tree condition

Tree #	Species	D.B.H.	Canopy Height	Canopy Width	Preservation Suitability	Health/Description
1	Deodar	26"	50'	50'	Fair	Good
2	Walnut	6"	15'	6'	Very Low	Poor
3	Camphor	24"	30'	15'	Fair	Moderate
4	Camphor	34"	30'	15'	Fair	Moderate
5	Pitisorum	10"	20'	18'	Poor	Poor
6	Coastal Redwood	12"	25'	5'	Good	Good
7	Coastal Redwood	8"	25'	5'	Good	Good
8	Coastal Redwood	12"	25'	5'	Good	Good
9	Coastal Redwood	10"	25'	5'	Good	Good
10	Bay	3-6"	25'	15'	Good	Good
11	Bay	3-6"	25'	15'	Good	Good
12	Coastal Redwood	14"	25'	10'	Good	Good
13	Coastal Redwood	15"	30'	6'	Good	Good
14	Coastal Redwood	16"	30'	10'	Good	Good
15	Coastal	24"	25'	18'	Good	Good topped

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	Live Oak					

D.B.H. - Diameter at Breast Height

4.3 Basic Tree Preservation Measures (TPMs)

The basic tree protection fencing is just the first step in tree preservation. Many additional tools and procedures come into play. Usually restriction of space and time curtail the use of the more esoteric ones, but those below are significant. Ideally, the owner or designer makes decisions well ahead of the project's start so that only trees which can realistically be preserved are retained.

Tree Protection Fence (TPF)

- Install fence ***BEFORE*** any other phase of the project begins.
- Keep ***fence in tact*** until ready for final landscaping.
- Use ***a continuous 6' foot high chain link fence with an allowed 2' foot opening to provide access for inspections.*** The Posts = 8 ft. tall X 2" inch diameter galvanized posts driven 2 feet into the soil. Post Signs on the fence (8.5" X 11") warning of "penalty for working inside of fence or removal without written permission of Project or City Arborist (specific sign wording can be provided in memo form).
- Fence ***as much of the root zones as possible***, ideally 5' feet beyond the drip lines (branch tips) or including the entire TPZ. For this project's design constraints, the fence locations are pulled back to hardscape perimeters (with supplemental root zone protection described below).
- Prohibit ***all construction impact*** from disturbing the root zone area which can effect tree preservation.
- The "clinical" area of the trees are the trunk and the branch structures that we see above the ground, however to ensure the health of the tree and facilitate preservation we must also acknowledge and take into consideration the complex structures of the root system under the ground responsible for structural and nutritional health; therefore, ***should work be required within the TPZ the advice and guidance of a Project Arborist should be employed.***

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SUPPLEMENTAL PROTECTION – MULCH – ROOT ZONE BUFFER

Wood chip mulch shall be applied over open root zones (beneath trees' drip lines) to a depth of 4-6 inches, tapering to soil level within the 9 inches nearest the tree trunk.

Wood chips from tree pruning operations are ideal – they make a mulch that provides exceptional benefits to all trees – modifying the soil environment to conserve moisture, promote beneficial soil microbes, buffer against weather (desiccating sun, drying winds, pounding raindrops, temperature extremes), cushion the soil structure from foot (or vehicle) traffic.

Provide this for all trees – even inside of TPFs.

Where this buffer is used when TPFs cannot be placed at a drip line, additional supplemental material(s) may be required. When pre-existing driveway asphalt, or similar durable surface can be maintained intact, that may suffice. Otherwise for those cases, arborist sign-off is required, but generally depends on the traffic load:

- foot traffic and wheelbarrows: sheets of 5/8-inch plywood tacked together.
- Small bobcat-type vehicles and “Fergie” – size tractors: increase chip depth to 9 inches with 1-inch plywood sheets.
- Occasional full-size vehicles (cars, pickups, service vans): 9-inches of chips.
- Cement trucks, haulers, loaded dump trucks, heavy duty delivery trucks [“construction site temporary access road”]: a layer of biaxial geogrid (e.g. Tensar BX1200, or equal) on top of existing grade, topped with 12 inches of chips with 1-inch trench plate, tack welded together to avoid slipping apart.

Removal of any existing driveway or parking lot asphalt from over root zone areas must be performed with care. The excavator/tractor/trucks must keep all tires/tracks on the existing asphalt, picking it up as it goes. Re-laying the paving surfacing is done in reverse path, again keeping all tires/tracks on the hard surface above any root zone.

ROOT-SENSITIVE DESIGN

Additional preservation suggestions and techniques to consider can include:

- Pier and grade beam (on top of existing grade) to suspend construction above the roots.
- Trenchless technology to place utilities beneath roots without severing by trenching.
- Porous concrete, porous asphalt, open pavers can be used for some surfaces to let both air and water into root zones.
- Re-route the layout in a different location to avoid tree roots.
- Ramp over tree roots to avoid compacting their soil or severing them.

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SUPPLEMENTAL WATERING AND FERTILIZING

Objective: To provide moisture to promote vigorous, healthy root growth.

Procedures:

Water application hints can be found in the ISA BMPs (Fertilization).

Generally, a basic rule is to provide a deep soaking once a month during the hottest months of the year. Start before construction commences. Continue for a year after project completion. Modify by on-site arborist observations, especially during the "dry season" or in "drought conditions".

One application of water can be made to be included with a fertilizer application by surface application or soil injected to a depth of 6-8 inches.

Rules of thumb:

-10-20 gallons of water per trunk diameter inch per month, applied evenly over the root zone.

-Applying one inch of water will wet a moderate clay soil to about a depth of 1 ft.

-Soil samples should be lab tested to determine nutrients lacking-lab fertilizer recommendations should be followed.

PRUNING

General: The care of trees is the obvious domain of tree care contractors. Any clearance pruning, removals, aesthetic trimming, removal of limbs, root pruning, stump grinding, and/or remedial repair must be performed by a tree care contractor with a current California Contractor's License – the appropriate classification is C61/D49, with workers being WC-ISA Certified Tree Workers supervised by an ISA Certified Arborist. This includes removal of trees and/or stumps with intertwining/overlapping branches or roots.

Routine: Typically trees would benefit from pruning near the end of a project, sometimes to improve the health and structure of some, but also to remove any deadwood, establishing a benchmark against which one can measure changes in the trees' status (e/g, accumulation of new deadwood, hence decline).

Project-Critical: Of particular importance here may be a project clearance issues. Depending on the owner's decision about which trees to retain, crown cleaning, thinning and raising may be needed, especially structural pruning for the near at hand perimeter trees.

Standards: All tree work must comply with applicable tree-specific ANSI Standards and be performed within the guidelines of the ISA Best Management Practices – qualified tree care contractors will be thoroughly familiar with those published industry standards.

Typical pruning types to be used are described in the cited standards. Most of the trees would benefit from "cleaning" to remove deadwood and diseased or

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superfluous branches; plus, they can be improved structurally by “thinning” to reduce foliage branch end weights; many will require “raising” for project clearance.

Over-Pruning: Care must be taken to avoid over-pruning trees that one seriously wants to preserve. Not only does that ruin trees’ structure, but it also removes so many food producing leaves that it stresses the trees (puts them on a diet), sometime irrecoverably.

Generally, one can prune 25% from a young, vigorously growing oak or redwood without resulting in a stress reaction. Mature trees usually show stress when 15% is pruned out. Over-mature specimens can readily show decline when even 5% of the live foliage is removed from an area of the foliage canopy.

Pruning Specifications: Objectives and procedures must be project-specific. As project details take shape, the Project Arborist can draft tree-specific pruning specs in line with those general guidelines, depending on the extent to which the project is designed to accommodate tree preservation.

Root Pruning: Any roots that must be severed must be cut cleanly (no shatter, rip, tear). A tree care contractor must root prune along any line, cut, or trench will disrupt roots larger that 1-inch in diameter. This root pruning is best scheduled prior to the installation contractor’s work – this actually both speeds up the work for the contractor and cause less damage to the trees.

CUTS / FILLS

Cuts into the root zones must be minimized, per roots and root zones discussions above. Preview by Project or City Arborist required before commencing.

ROOT CROWN CHANGES / DISTURBANCES

Root crown: the base of a tree – where the trunk ends and scaffold roots flare off into the surrounding soil. No change or disturbance may occur in any root crown area and all materials inadvertently or intentionally accumulating there must be removed.

ATTACHMENTS

No construction apparatus shall be attached to any tree (braces, signs, slings, etc.).

TRENCHES

Proactively avoid routing any trench under any tree’s drip line (including utility, sewer, phone, cable, electric, drainage, irrigation, decorative lighting, pool supply, etc.).

In the unlikely event that a trench must cross a root system, the plan must be reviewed by the Project Arborist before that work can be done.

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(D10)

Consider alternatives – Tunnel with trenchless technology equipment? Hand dig? Trench straight toward a tree's trunk from both sides and then follow tunneling procedures for the short distance between (tree-specific distances recommendations can be made, based on an individual subject tree's size)?

When trenching across a root zone is necessary on-site monitoring by Project Arborist is required.

EQUIPMENT CLEANING

Establish a "Clean Out" site for such equipment as concrete trucks, cement forums, plastering apparatus, paint tools, etc. This must be located well away from any tree's root zone – or even any future planting areas.

All (sub) contractors must be on-notice that equipment must never be cleaned out over any tree's root zone – only within the designated "Clean Out" site.

STORAGE

No storage of gasoline, oil, or other chemicals over any tree's root zone.
No storage of any construction materials inside of any tree protection fence.

CHEMICAL SPILLS

Promptly confine and clean up any chemical spill over any root zone.

PARKING

No parking under tree canopies unless the root zones are protected. This will be precluded if they can be fenced at the drip lines. Even ore important is the root zone wood chip mulch.

Traffic causes irreparable harm to the soil structure and to the tree's roots due to the compaction.

Root zone compaction under a traffic load can be reduced by thickening the root zone buffer – say, beefing up to 6-8 inches of wood chips. Alternative buffer surfaces might include (alone or in combination): crushed rock, plywood sheets, steel plate, etc.

And one still must be careful of clearances to avoid bark bruising, trunk scrapes and limb breakage.

PUBLICATION & NOTICE

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A copy of these tree protection measures must be on site, available to all workers, so they will be on notice regarding the tree's requirements.

One effective method is to paste up these pages on a sheet (usually titled "Tree Preservation Plan, Sheet T-1", or equivalent) and be certain that it is included in every set of construction drawings issued.

LANDSCAPE PLAN

A well-thought-out landscaping plan can be essential. It must take into account the status and longevity of this site's existing trees. Plan for the irrigation lines to be laid on top of existing grade, placed beneath the wood-chip-mulch layer. Expect no irrigation or water-loving plants within 10 feet of any mature tree's trunk.

MONITORING

Project Arborist inspections begin with a sign-off to confirm that initial tree protection measures are in place before commencement of any other part of the project.

The City of Menlo Park requires periodic monitoring inspections by the Project Arborist verifying that the tree preservation measures continue to be effective, with monthly reports faxed to the owner and the City Arborist.

PENALTIES

All (sub) contractors and their personnel must understand that they are responsible for their actions around these trees.

Circumventing tree protection measures will most certainly cause the tree(s) additional stress. This can be calculated as a change in the tree's status and there are formulae for assessing damage dollar amounts (see CTLA, Council of Tree and Landscape Appraisers).

Besides penalties derived from action on the City Ordinance, court have required contractors to pay penalties directly to the property owner suffering the damage/loss (diminution in tree value), sometimes assessed as double or triple if intentional action.

5.0 CERTIFICATION

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I certify that all the statements of fact in this report are true, complete, and correct to the best of my knowledge, ability, and belief and are made in good faith.

Thank you for the opportunity to be of service to you. Should you have any questions or concerns please feel free to contact me at any time of the day.

Respectfully submitted,

Don Araki

ISA Certified Arborist #WE-6547A

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D13



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF JULY 13, 2015
AGENDA ITEM D2

LOCATION: 629 Harvard Avenue **APPLICANTS:** Chu Design Associates, Inc.

EXISTING USE: Two Single-Family Residences **OWNER:** Sunnyslope Avenue Belmont LLC

PROPOSED USE: Two Single-Family Residences **APPLICATION:** Use Permit

ZONING: R-2 (Low Density Apartment District)

	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	9,436.0 sf	9,436.0 sf	7,000 sf min.
Lot width	50.0 ft.	50.0 ft.	65 ft. min.
Lot depth	188.7 ft.	188.7 ft.	100 ft. min.
Setbacks			
Front	20.0 ft.	55.0 ft.	20 ft. min.
Rear	20.0 ft.	22.4 ft.	20 ft. min.
Side (left)	5.0 ft.	5.0 ft.	5 ft. min.
Side (right)	5.0 ft.	5.0 ft.	5 ft. min.
Building coverage	3,091.7 sf 32.8 %	2,069.0 sf 21.9 %	3,302.6 sf max. 35 % max.
FAL (Floor Area Limit)	3,771.4 sf	1,599.3 sf	3,774.4 sf max.
Sq. ft. by floor Unit #1	1,079.3 sf/1st 910.5 sf/2nd 220.4 sf/detached garage 179.8 sf/porch 10.0 fireplaces	556.0 sf/front unit 1,438.0 sf/rear unit 500.0 sf/carport 75.0 sf/shed	
Unit #2	1,340.8 sf/1st 1,315.8 sf/basement 220.5 sf/garage 36.0 sf/porch 5.0 sf/fireplace		
Square footage of building	5,318.1 sf	2,569.0 sf	
Building height	24.4 ft.	12.0 ft.	28 ft. max.
Parking	2 covered / 2 uncovered	2 covered	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			
Trees	Heritage trees 14*	Non-Heritage trees 2	New Trees 13**
	Heritage trees 9 proposed for removal	Non-Heritage trees 0 proposed for removal	Total Number of Trees 20

*One heritage oak tree is located on the adjacent right side property

**Two new street trees are proposed, where none currently exist

PROPOSAL

The applicant is requesting a use permit to demolish two single-story, single-family dwelling units and an accessory building, and construct a new two-story, single-family residence; a detached one-car garage; a new single-story, single family residence with attached garage and basement; and associated site improvements on a substandard lot with regard to lot width in the R-2 (Low Density Apartment) zoning district. In addition, the following nine heritage trees are proposed for removal: a 16-inch tulip, a 17-inch Modesto ash, a 21-inch Modesto ash, a 16-inch Modesto ash, an 18-inch Modesto ash, two 20-inch Zelkovas, a 28-inch silver maple, and a 58-inch Monterey pine.

The applicant is also requesting tentative map approval for the creation of two condominium units, which would allow each of the units to be sold individually. The map is being reviewed concurrently by staff through the administrative review process. For new construction, minor subdivisions can be approved administratively, if a project obtains use permit approval by the Planning Commission.

ANALYSIS

Site Location

The project site is located at 629 Harvard Avenue, southwest of the intersection of Harvard Avenue and Alto Lane. Properties to the south, east, and west are also in the R-2 zone, while properties to the north are located in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The property to the left of the subject site is developed with four apartments, while the property to the right is currently a vacant parcel of land. The surrounding area is a mixture of various one- and two-story residential developments, predominantly in the form of single-family homes, with commercial developments concentrated along El Camino Real.

Project Description

The site is currently developed with two single-story, single-family residences and an associated accessory structure, all of which would be demolished as part of the project. The applicant seeks to construct one two-story, single-family residence at the front of the 9,436-square-foot project site and one single-story, single-family residence with a basement at the rear of the site. A detached one-car garage and associated site improvements are also proposed as part of the project. An existing front wall located in the City right of way would be removed, with all new fencing to be located on or behind the property line. The proposal would result in no net change in the number of housing units on the site.

The front unit (Unit #1) would have four bedrooms and three-and-a-half bathrooms, with three of the bedrooms and two bathrooms located on the second floor. The front unit would have a total floor area of 1,989.8 square feet. The rear unit (Unit #2) would have four bedrooms and three-and-a-half bathrooms, with one of the bedrooms and one-

and-a-half bathrooms located on the first floor, and the other bedrooms and bathrooms located in the proposed basement. The rear unit would have a total floor area of 1,561.3 square feet (the basement is not counted toward FAL). The maximum height of the tallest structure on the lot (the front two-story residence) would be 24 feet, five inches, which is below the maximum allowable 28 feet.

The site is designed with one unit in the front, one unit in the rear, and a detached one-car garage between the two units. The 220.5-square foot detached garage for Unit #1 is proposed to be located approximately 23.5 feet behind the front unit and five feet from the right side property line. Two uncovered parking spaces are proposed on either side of the detached garage. The space to the front would provide required parking for Unit #1 and the space to the rear would provide required parking for Unit #2. The detached garage is proposed to be approximately 11.3 feet in height, which is lower than the maximum allowable height of 14 feet for accessory structures.

The proposed development would meet all other R-2 development regulations, including the required minimum yards, daylight planes, maximum second-floor FAL, and landscaping area of approximately 44.6 percent, where 40 percent is required. The applicant has submitted a project description letter, which discusses the proposal in more detail (Attachment C).

Design and Materials

The project applicant indicates that the proposed residences are designed in the craftsman style and feature decorative wood fish tail and scallop siding, wood brackets, tapered columns, and other architectural details consistent with the chosen style. In general, the two units would have compatible but distinct elevations. The windows for both units would be wood casement windows with wood trim and true divided lights. The primary cladding of both structures would be wood shingles, with horizontal wood siding around the base of Unit #1 and veneer stone around the base of Unit #2. The front entry for Unit #1 would be accented by a large front porch, while the front entry for Unit #2 would have a smaller covered porch with a prominent front-facing gable.

The applicant has provided visual interest by breaking up the exterior walls of both units with varying rooflines, projections and recesses, and additional articulation through varied cladding materials, wood trims, and craftsman architectural accents as described above. The attached garage of Unit #2 would feature a decorative carriage-style garage door. The detached one-car garage for Unit #1 would also feature cladding and ornamentation consistent with the two residences and a decorative wood garage door. Overall, the development pattern of the site is positive, with the larger two-story structure located at the front of the lot and the smaller-scale single-story structure proposed at the rear of the property. Most of the residences in the area are varied between single- and two-story and represent various densities and styles. Staff believes that the scale, materials, and style of the proposed residences are compatible with the neighborhood.

Trees and Landscaping

In order to accommodate the proposed new development, and also due to the declining health or poor form of certain trees on the subject parcel, the applicant is proposing to remove nine heritage trees from the property. The trees proposed for removal are described in more detail in the table below. Most of the tree removals are proposed on the right side of the property, adjacent to a vacant lot, so immediate impacts to the neighboring parcel would be limited, with some time for replacement trees to grow before any new construction takes place on the empty lot.

Tree Number	Tree Type	Diameter	Location on Site	Condition	Basis for Removal Request
#3	Tulip	16.5 inches	Front middle	Poor	Construction
#4	Modesto ash	17.1 inches	Middle-right side	Poor	Health/Structure
#5	Modesto ash	20.6 inches	Middle-right side	Fair	Health/Structure
#6	Modesto ash	15.5 inches	Middle-right side	Fair	Health/Structure
#7	Modesto ash	17.5 inches	Middle-right side	Poor	Health/Structure
#8	Zelkova	19.7 inches	Middle-right side	Poor	Health/Structure
#9	Zelkova	20 inches	Rear right side	Fair	Health/Structure
#10	Silver maple	28.4 inches	Rear right side	Poor	Construction
#11	Monterey pine	58.3 inches	Rear center	Poor	Health/Structure

The applicant has submitted an arborist report (Attachment D) detailing the species, size, and condition of the 13 heritage trees located on the subject site and one heritage tree on the adjacent property to the right side. The report provides specific recommendations for preservation of each of the five heritage trees proposed to remain, including hand digging of holes for posts and areas of excavation, laying pipe below or beside existing roots, tree protection fencing, and other measures. The applicant has submitted the necessary heritage tree removal permits, which have been reviewed and tentatively approved by the City Arborist for the reasons noted above.

The applicant has provided a tentative heritage tree replacement plan, which is included on Sheet L.1 of the plan set. The Planning Division and City Arborist are continuing to evaluate the project to determine suitable planting locations and appropriate species. Therefore, staff has added project specific condition of approval 4a, requiring the applicant to submit a final heritage tree replacement plan with the building permit application, identifying the number, location, size, and species of replacement trees, subject to review and approval of the City Arborist and Planning Division. The City Arborist has the authority to reduce or waive replacement guidelines, if plantings are not feasible at the standard one-to-one replacement ratio.

Additionally, staff has noted that the landscape area diagram included on Sheet L.1 appears to exclude the light wells of Unit #2 as part of the development hardscape. When the area of the light wells is included as hardscape, the overall landscaping area for the project would fall from 46.4 percent to 44.6 percent, still above the minimum 40 percent landscaping area required in the R-2 zoning district. Finally, the landscape plan on Sheet L.1 indicates a ribbon driveway, while the site plan and associated civil documents show a standard driveway. Staff has added condition 4a to ensure that the correct landscaping area and driveway type are shown on Sheet L.1, and throughout the plan set submitted with the building permit application.

Correspondence

The applicant indicates he has spoken with neighbors immediately adjacent to the subject property, and they have been accepting of the proposed project. Staff has not received any correspondence from neighbors regarding the project.

Conclusion

In terms of scale, materials, style, and number of units, staff believes the proposed project is complementary with properties in the greater neighborhood. The proposed residences comply with all aspects of the R-2 zoning district, including floor area limit, building coverage, the daylight plane, required landscaping, and required parking. The applicant has provided a craftsman architectural influence that is referenced by both structures, and varying projections and articulations would help to reduce massing of the two-story structure. The nine heritage trees proposed for removal have been reviewed and tentatively approved by the City Arborist, and the applicant is proposing to replace all removed trees, subject to additional review by staff. 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 Chu Design Associates, Inc., consisting of 28 plan sheets, dated received July 2, 2015, and approved by the Planning Commission on July 13, 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.

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

- a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a revised landscape plan identifying the following items, subject to review and approval of the Planning Division, and the City Arborist where applicable:
 - i. Nine heritage tree replacements and their proposed locations. The City Arborist shall have the authority to reduce or waive replacement guidelines, if the plantings are not feasible at the standard one-to-one replacement ratio;

- ii. A revised landscape area diagram including the light wells of Unit #2 in the area of hardscape, and updated data tables showing the correct square footages and percentages of landscape and hardscape area on Sheets L.1 and A.1; and
- iii. A driveway type consistent with the site plan and civil documents, which shall also be reflected in the landscape area diagram and associated landscape and hardscape calculations throughout the plan set.

Report prepared by:
Tom Smith
Associate Planner

Report reviewed by:
Thomas Rogers
Senior Planner

PUBLIC NOTICE & APPEAL PERIOD

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

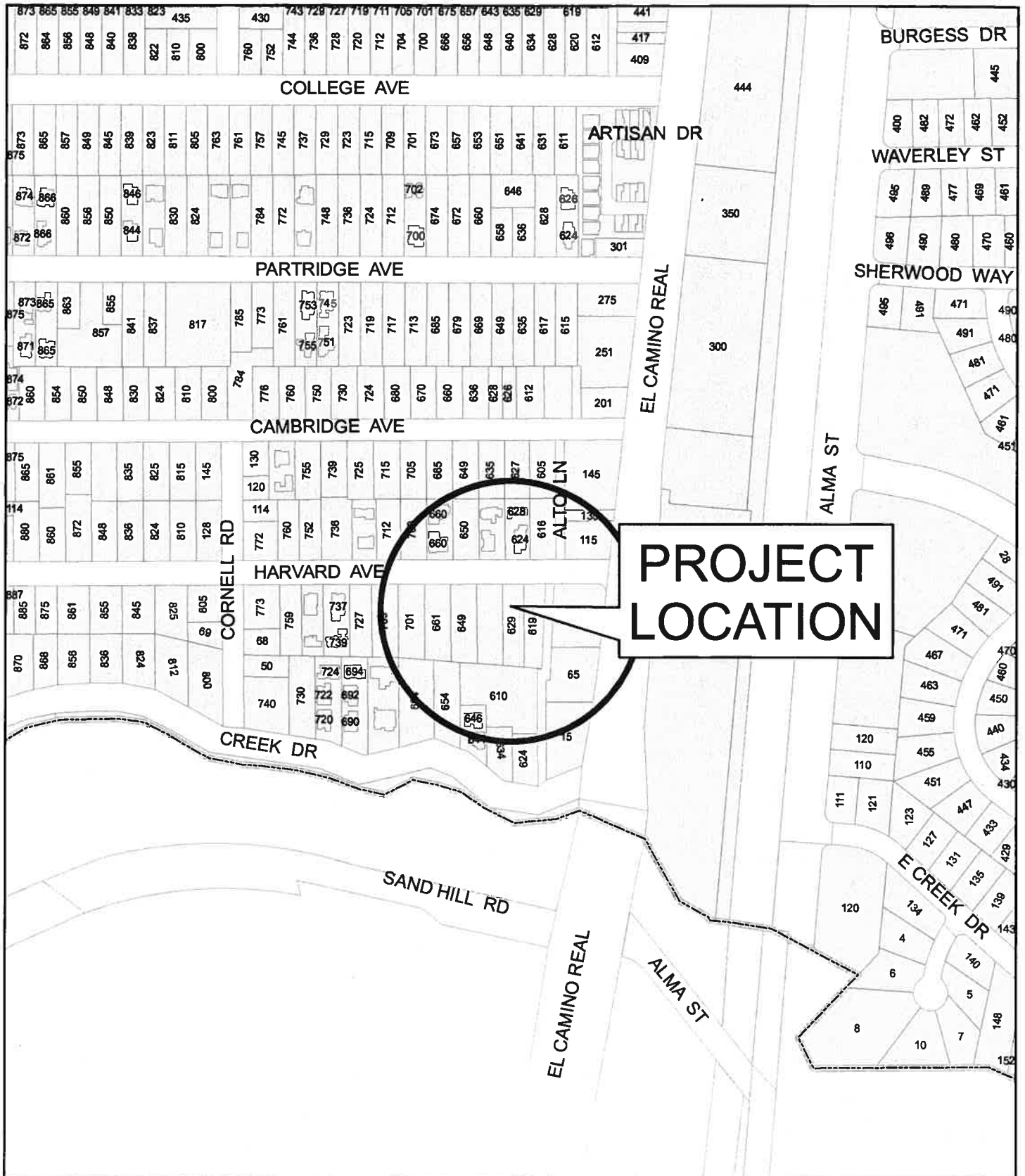
ATTACHMENTS

- A. Location Map
- B. Project Plans
- C. Project Description Letter
- D. Arborist Report, prepared by Kevin Kielty, dated June 24, 2015

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



CITY OF
MENLO PARK

CITY OF MENLO PARK

LOCATION MAP

629 HARVARD AVENUE

DRAWN: TAS CHECKED: TAS DATE: 7/13/15 SCALE: 1" = 300' SHEET: 1

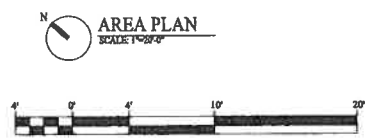
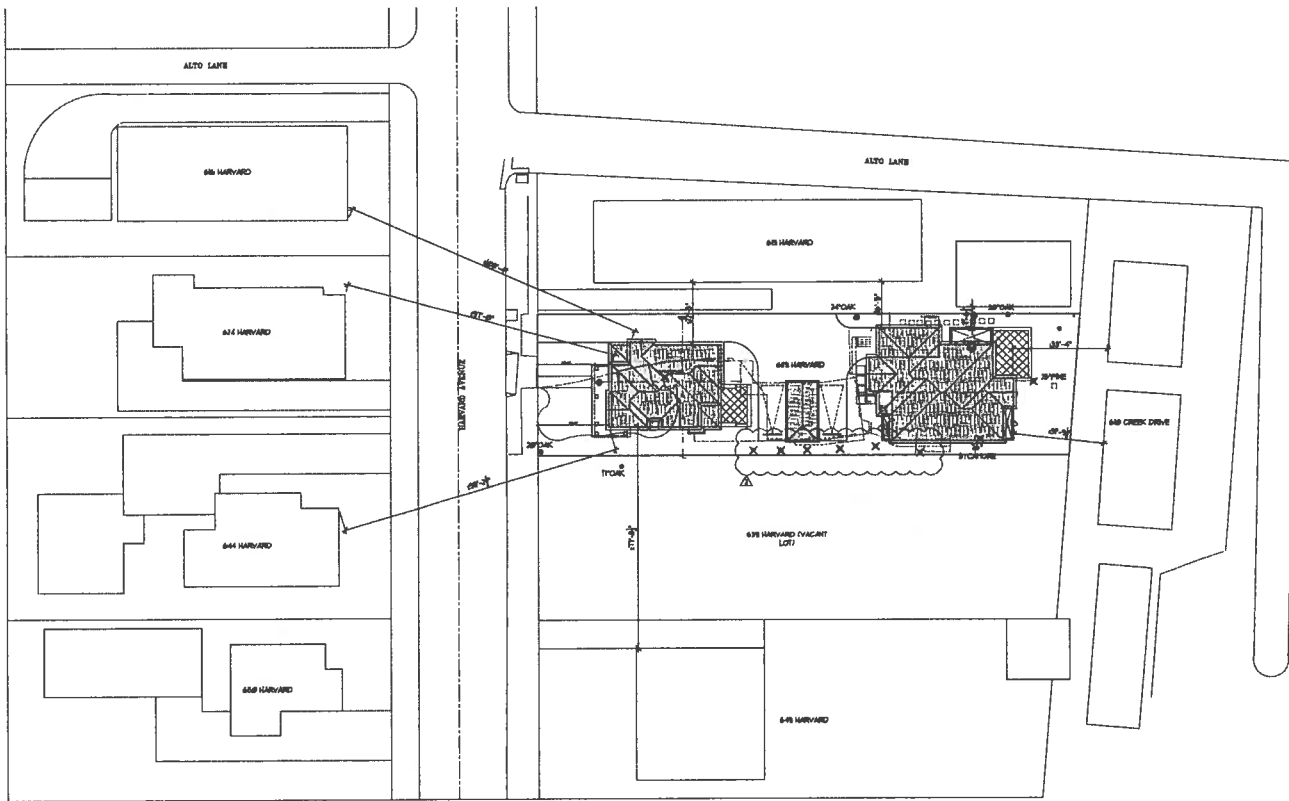




629 HARVARD AVE. MENLO PARK, CA

DATE	1/24/14	BY	PI
DESCRIPTION	CHU DESIGN ASSOCIATES INC.		
PROJECT	55 N. 4TH AVENUE		
LOCATION	MENLO PARK, CA 94028		
TEL	(650) 345-9286		
FAX	(650) 345-9287		
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<p>NEW RESIDENCES 629 HARVARD AVENUE MENLO PARK, CA A.P.N.: 071-434-110</p>			
DATE	MAY 2014	BY	PI
DESCRIPTION	A.0		

(B4)



NO.	DATE	BY	CHKD.	REV.
1	NOV 2014	AS NOTED	PMU	

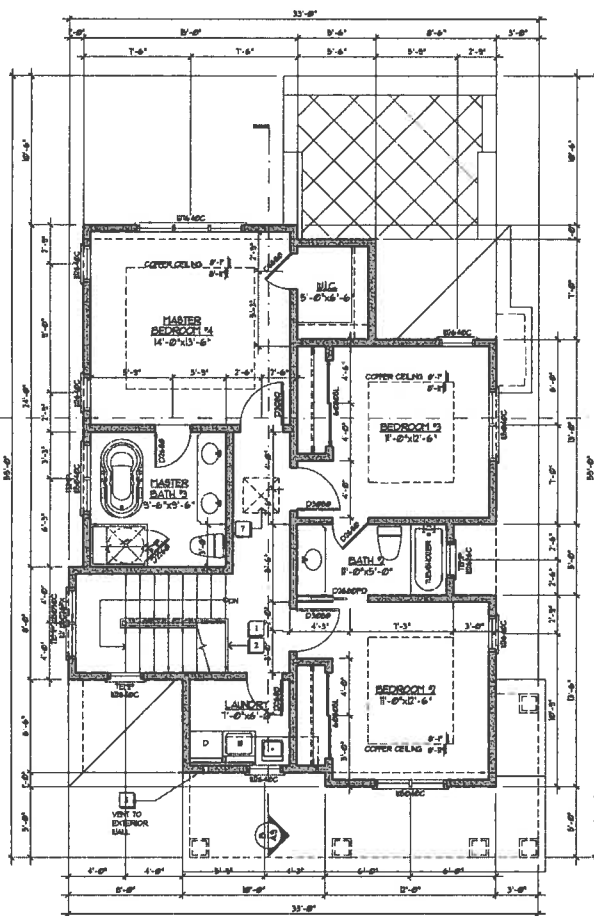
CHU DESIGN ASSOCIATES INC.
55 W. 4TH AVENUE
SAN MATEO, CALIFORNIA 94403
TEL: (650) 345-2226
FAX: (650) 345-2227

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NEW RESIDENCES
629 HARVARD AVENUE
MENLO PARK, CA
A.P.N.: 071-434-110

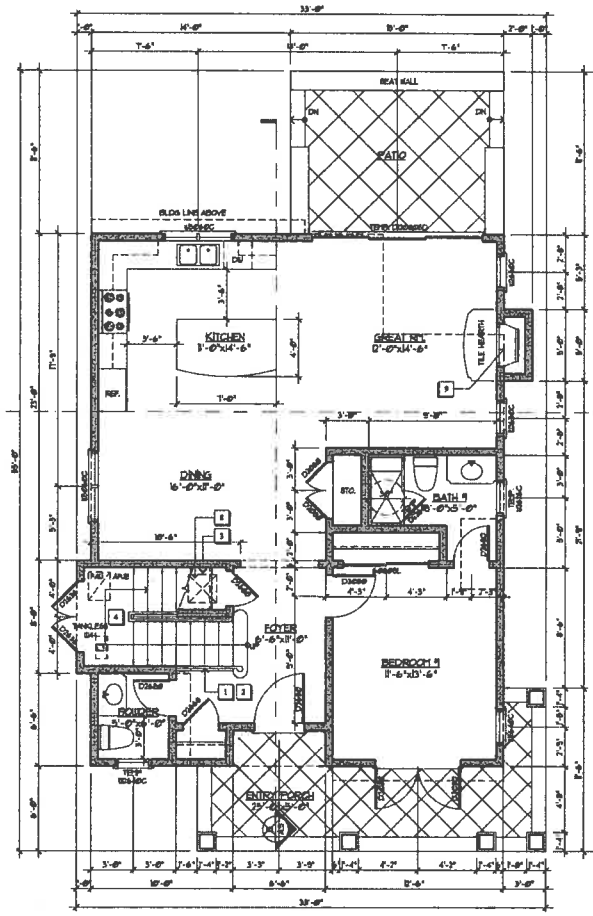
NOV 2014
AS NOTED
PMU

A.2.1



FRONT UNIT SECOND FLOOR PLAN

SCALE 1/4"=1'-0"



FRONT UNIT FIRST FLOOR PLAN

SCALE 1/4"=1'-0"



LEGEND:
STAIRS NO BALL

KEYNOTES:

1. 4" HI. FIN. EXTERIOR METAL GUARDRAIL, 8" INTERMEDIATE RAIL, SPACE BEHIND THAT A SPHERE 4" IN DIAMETER CAN PASS THROUGH SINGLE CONCENTRATED 3/8" LBS. 4" A RIGHT ANGLE TO THE TOP RAIL, PER CBC 1407.11.
2. TYP. FIN. HAND, 3/4" HP BROWARD IRON UNIFORM, MUST RESIST IMP. OF LATERAL FORCE, 8" INTERMEDIATE RAILS SPACED BEHIND THAT A SPHERE 4" IN DIAMETER CAN PASS THROUGH PER CBC 1407.11. SINGLE CONCENTRATED 3/8" LBS. 4" A RIGHT ANGLE TO THE TOP RAIL, PER CBC 1407.11.
3. PROVIDE IF TYPE 1/2" GYP. BD. COVER THE CEILING AND WALLS OF THE CLOSET UNDER THE STAIRWAY.
4. FIN. 4" WATER HEATER LOCATED UNDERNEATH THE LANDING. SEE ACCESS RUMBLE 4" ATTIC NOTE ON SHEET A18.
5. CEILING: PROVIDE A SMOOTH METAL DUCT FOR EXHAUST EXHAUST EXTENDING TO OUTSIDE BY BACK CHIMNEY CHIMNEY FIN. 1/2" AT RIGHT ANGLE TO THE DUCT.
6. 3/4" FIN. CLR. 4" SHOWER SHOWER DOOR FIN. 1/2" SIDE, TYPED, PROVIDE FIN. 1/2" CLEAR SPACE AROUND WATER CLOSET.
7. 3/4" x 3/4" ATTIC ACCESS.
8. 3/4" x 3/4" CHAIR SPACE ACCESS.
9. DIRECT VENT PREPARE LINO 1/2" 1/2" OR APPROVED EQUIVALENT.

BATHROOM NOTE:

EXHAUST FAN MUST BE CONTROLLED BY A HUMIDISTAT CONTROL, CAPABLE OF ADJUSTMENT BETWEEN A RELATIVE HUMIDITY RANGE OF 50 TO 80% AND 60% SECTION 4305.

REVISIONS	DATE	BY	CHK
1	NOV 2014	AS	NOTED
2	NOV 2014	AS	NOTED
3	NOV 2014	AS	NOTED

CHU DESIGN ASSOCIATES, INC.
55 W. 4TH AVENUE
SAN MATEO, CALIFORNIA 94403
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FAX: (650) 345-2287



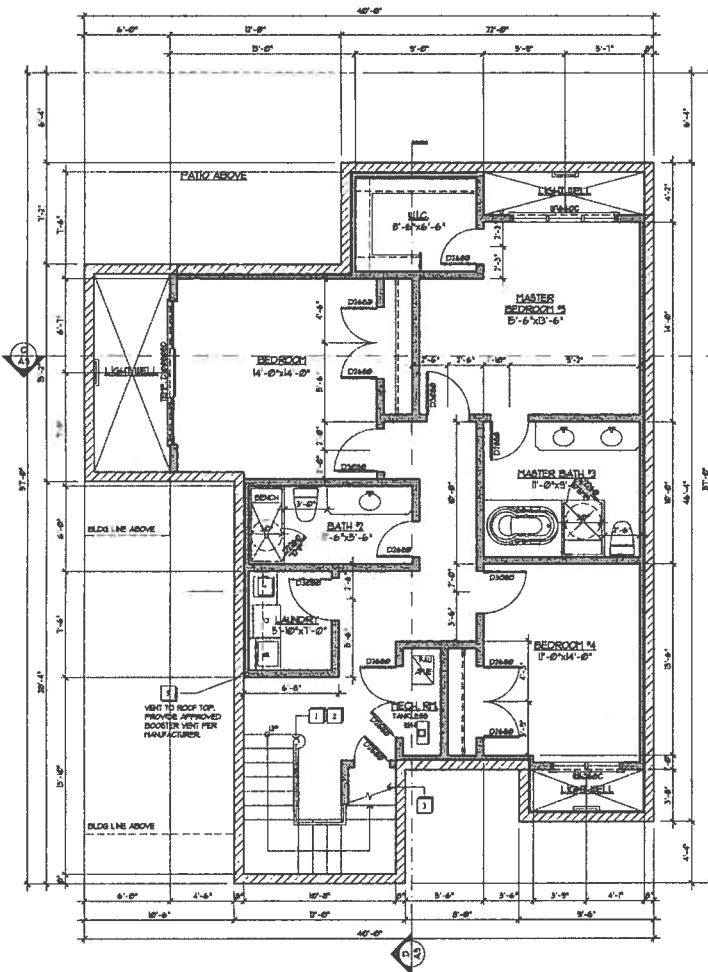
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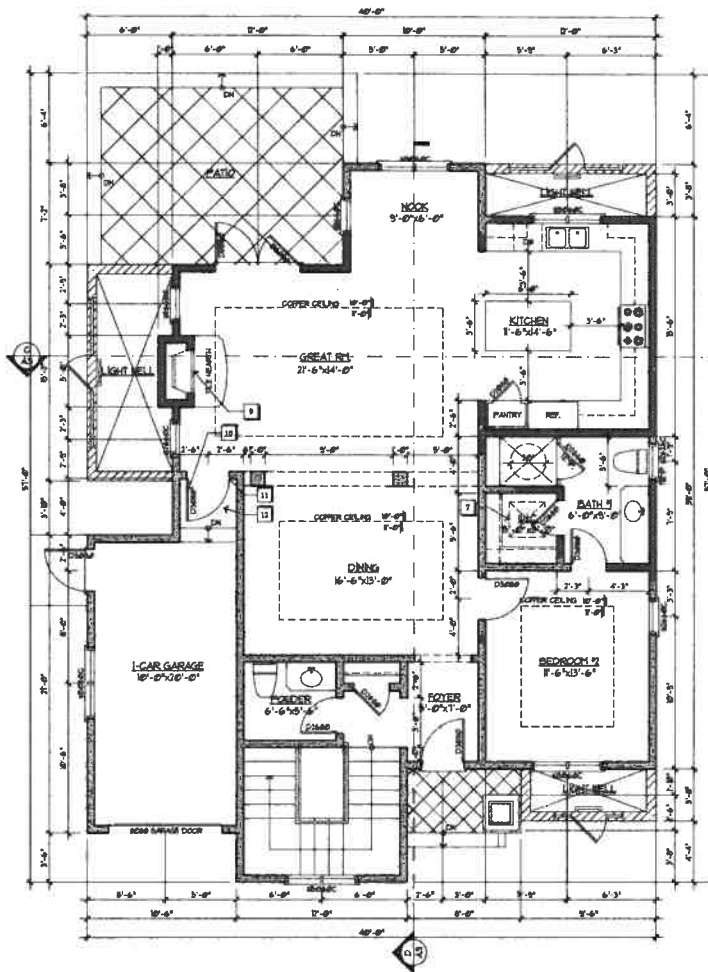
NEW RESIDENCES
629 HARVARD AVENUE
MENLO PARK, CA
A.P.N.: 071-434-110

NOV 2014
AS NOTED
PMU

A.3



BASEMENT FLOOR PLAN
SCALE 1/4"=1'-0"



MAIN FLOOR PLAN
SCALE 1/4"=1'-0"



LEGEND:
○ NO BALL

KEYNOTES:

1. 4" H. PER. EXTERIOR RETAIL GUARDRAIL @ INTERSECTION RAIL SPACE SUCH THAT A SPHERE 12" IN Ø CANNOT PASS THROUGH SINGLE CONCENTRATED 200 LBS. = A RIGHT ANGLE TO THE TOP RAIL PER CBC 1607.1.
2. TOP PRE-PURGE 3/4" Ø BREATHER FROM UNIFORM, FIRST RESIST SUPPLY OF LATERAL FORCE, IF INTERFERED RAILS SPACED SUCH THAT A SPHERE 12" IN Ø CANNOT PASS THROUGH PER CBC 1607.1. WHILE CONCENTRATED 200 LBS. = A RIGHT ANGLE TO THE TOP RAIL PER CBC 1607.1.
3. PROVIDE 1/2" TYPE 304 SS. CO. COVER THE CEILING AND BALLS OF THE CLOSET UNDER THE STAIRWAY.
4. RAIL & WATER HEATER LOCATED UNDERNEATH THE LIVING ROOM. SEE ACCESS FURNACE = ATTIC NOTE ON SHEET AS.
5. NOTES:
 1. PROVIDE A SMOOTH METAL DUCT FOR DRYER EXHAUST EXTENDING TO OUTSIDE OF BACK DRYER DUCT 1/2" MIN. AWAY FROM OPENING.
 2. THIN VENT DUCT LENGTH OF 12' SEE HVAC & PLUMBING NOTES.
 3. 3/4" MIN. CLIP & BUCKER BUCKER DOOR 1/2" MIN. SIDE, TYPED, PROVIDE MIN. 36" CLEAR SPACE AROUND WATER CLOSET.
 4. 14" x 14" ATTIC ACCESS.
 5. 30" Ø CRUISE SPACE ACCESS.
 6. DIRECT VENT FIREPLACE LIFT 1200° F LINE OR APPROVED EQUIVALENT.

BATHROOM NOTE:
SHOWER FANS MUST BE CONTROLLED BY A HUMIDISTAT CONTROL. CAPABLE OF ADJUSTMENT BETWEEN A RELATIVE HUMIDITY RANGE OF 50 TO 90% AND CODE SECTION 408.0.

REVISION	BY
1. REVISED	PMU
2. REVISED	PMU

CHU DESIGN ASSOCIATES INC.
55 W. 434th AVENUE
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DATE	NOV. 2014
SCALE	AS NOTED
PROJECT	PMU

A.5

LEGEND

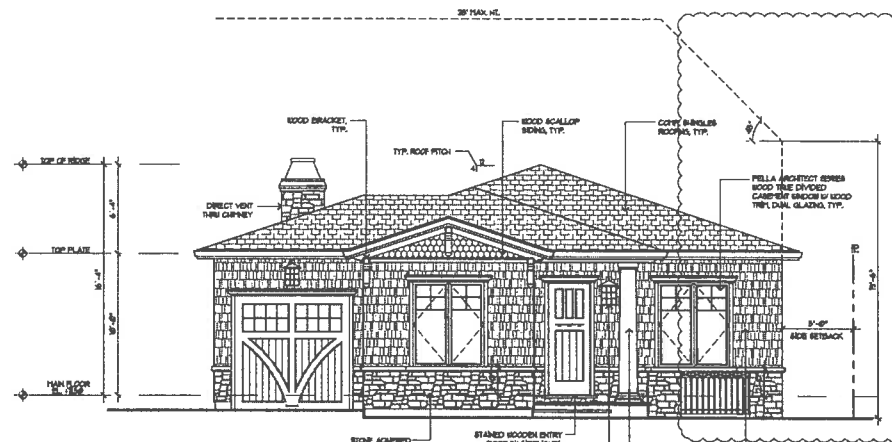
EE = EMERGENCY EGRESS

NOTES

1. A MINIMUM 1/4" PER FT. OF SLOPE AROUND THE BUILDING FOR DRAINAGE OF AT LEAST 36 INCHES AWAY EXTERIOR WALLS.
2. EXTERIOR WOOD SHINGLE SIDING OVER WATERPROOF MEMBRANE OVER PLANKED SHEATHING.
3. ALL MATERIALS APPLIED AS ROOF COVERING ON ANY STRUCTURE REGULATED BY THIS CODE SHALL HAVE A FIRE RETARDANT RATING OF CLASS A OR B. ALL WOOD STRUCTURES ARE REQUIRED TO HAVE A MINIMUM OF CLASS B ROOF COVERING.
4. FLASHING AND COUNTERSINKING PER 303 CIRC. 306.2 ALL EXTERIOR OPENINGS EXPOSED TO THE WEATHER SHALL BE FLASHED IN SUCH A MANNER AS TO MAKE THEM WEATHERPROOF.

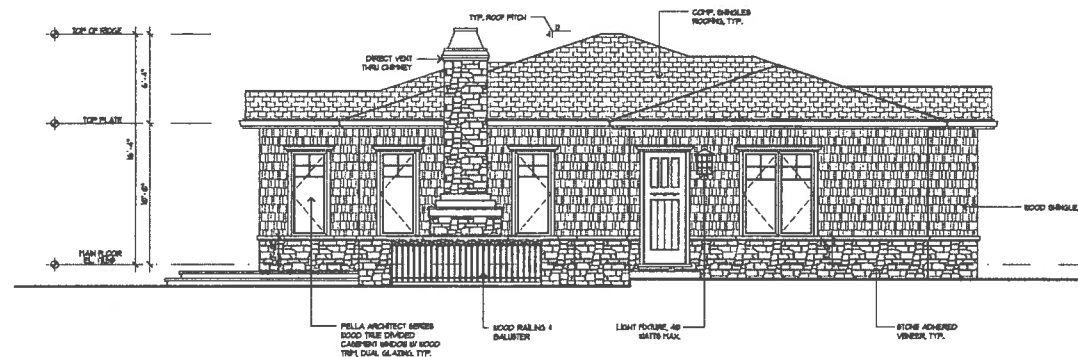
GLAZING NOTE

1. EACH UNIT OF TEMP. GLASS SHALL BE PERMANENTLY IDENTIFIED BY THE MANUFACTURER. THE IDENTIFY SHALL BE EMBOSSED OR CHEMICALLY FROSTED ON THE GLASS & BE VISIBLE FROM THE INTERIOR.
2. THE LABEL OR FROSTING SHALL BEAR THE LIMITED U-VALUE FOR ALL INFORMATION PRODUCTS SHALL NOT BE REMOVED PRIOR TO INSPECTION OR REMOVED ONLY BY THE BUILDING INSPECTOR.
3. ALL TEMP. GLASSING SHALL BE DUAL GLAZE PER THE ENERGY CALCULATOR.



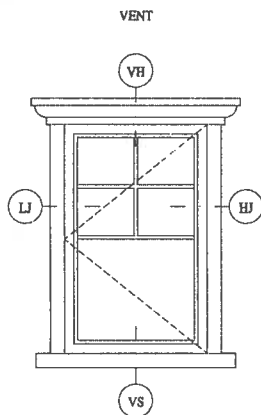
FRONT ELEVATION

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



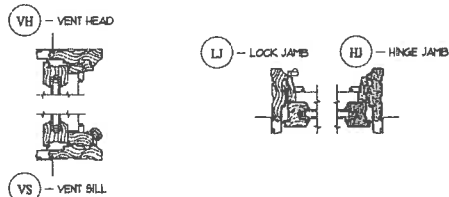
LEFT ELEVATION

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



1 TYPICAL WINDOW DETAIL

SCALE: 1/2"=1'-0"



REVISIONS	BY
1. AS NOTED	PMU

CHU DESIGN ASSOCIATES INC.
55 W. 41ST AVENUE
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MENLO PARK, CA
A.P.N.: 071-434-110

DATE: NOV. 2014
SCALE: AS NOTED
ARCH: PMU
BY: CHU

A.6



1. A MINIMUM 12" PER FT. OF SLOPE AROUND THE BUILDING FOR DRAINAGE OF AT LEAST 36" ABOVE ANY EXTERIOR WALLS.
2. EXTERIOR WOOD SHINGLE SIDINGS OVER WATERPROOF MEMBRANE OVER PLYWOOD SHEATHING.
3. ALL MATERIALS APPLIED AS ROOF COVERING ON ANY STRUCTURE REGULATOR BY THIS CODE SHALL HAVE A FIRE RESISTANT RATING OF CLASS A OR B. ALL ROOF STRUCTURES ARE REQUIRED TO HAVE A MINIMUM OF CLASS B ROOF COVERING.
4. FLASHING AND COUNTERSLASHING.

FOR NEW C&G: 3002 ALL EXTERIOR OPENINGS EXPOSED TO THE WEATHER SHALL BE FLASHED IN SUCH A MANNER AS TO MAKE THEM WEATHERPROOF.

1. EACH UNIT OF TEMP. GLASS SHALL BE PERMANENTLY IDENTIFIED BY THE MANUF. THE IDENTITY SHALL BE ETCHED OR CERAMIC FIRED ON THE GLASS & BE VISIBLE WHEN THE UNIT IS GLAZED.
2. THE LABEL OFFICI (WHICH STATES THE LISTED U-VALUE FOR ALL PENETRATION PRODUCTS) SHALL NOT BE REMOVED PRIOR TO INSPECTION OR REMOVED ONLY BY THE BUILDING INSPECTOR.
3. ALL NEW GLAZING SHALL BE DUAL GLAZE PER THE ENERGY CALCULATION.

REVISIONS		DATE
PLAN CHECK	7/26/15	▲

CHU DESIGN ASSOCIATES INC.
255 W. 43rd AVENUE
SAN MATEO, CALIFORNIA 94403
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NEW RESIDENCES
629 HARVARD AVENUE
MENLO PARK, CA
A.P.N.: 071-434-110

DATE	NOV. 2014
APPROVAL	AS NOTED
REVISION	PMU

A.7



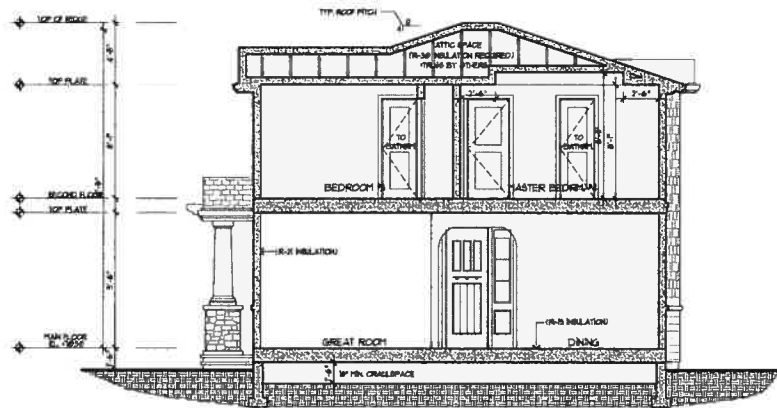
- EXHAUST FANS MUST BE CONTROLLED BY A HUMIDISTAT CONTROL CAPABLE OF ADJUSTMENT BETWEEN A RELATIVE HUMIDITY RANGE OF 50 TO 80%. 28FC CODEC SECTION 4.5.6

1. EACH UNIT OF TINTED GLASS SHALL BE PERMANENTLY IDENTIFIED BY THE MANUFACTURER. THE IDENTIFY SHALL BE ETCHED OR CERAMIC FIRED ON THE GLASS & BE VISIBLE WHEN THE UNIT IS GLAZED.
2. THE LABEL, WHICH STATES THE LISTED U-VALUE FOR ALL PENETRATION PRODUCTS SHALL NOT BE REMOVED PRIOR TO INSPECTION OR REMOVED ONLY BY THE BUILDING INSPECTOR.
3. ALL NEW GLAZING SHALL BE DUAL GLAZE PER THE ENERGY CALCULATION.

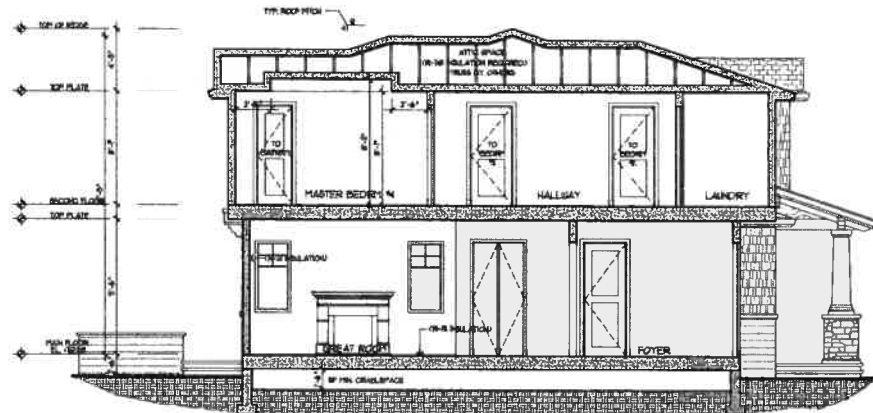


A.8

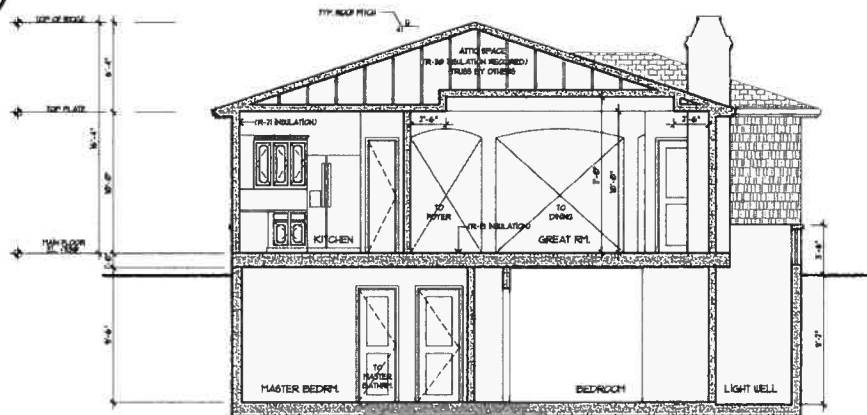
LEGEND
 EE = EMERGENCY EGRESS



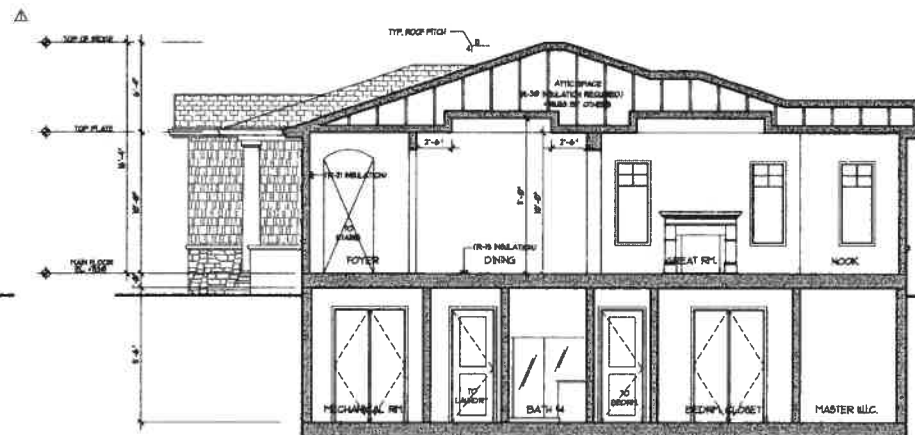
BUILDING SECTION A
 SCALE: 1/4"=1'-0"



BUILDING SECTION B
 SCALE: 1/4"=1'-0"



BUILDING SECTION C
 SCALE: 1/4"=1'-0"



BUILDING SECTION D
 SCALE: 1/4"=1'-0"



REVISION	BY	DATE
1	AS	12/1/14
2	AS	12/1/14

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NEW RESIDENCES
 629 HARVARD AVENUE
 MENLO PARK, CA
 A.P.N.: 071-434-110

REV. 2014
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 PMO

A.9

ATTEC VENT CALCULATION, SECT. 2003

UPPER AREA REQUIRED:

AREA VENTILATED	RATE	REQ. VENTS	TOTAL REQUIRED
104.5 SQ. FT.	50	2.1 SQ. FT.	2.1 SQ. FT.

UPPER AREA PROVIDED:

TYPE	QTY	AREA PER UNIT	TOTAL AREA PROVIDED
UPPER VENT	5	36.5 SQ. FT.	182.5 SQ. FT.
LOWER VENT	5	36.5 SQ. FT.	182.5 SQ. FT.

NOTE: CHANGING ATTEC VENTS FOR COMPOSITION SINGLE OR EQUIVALENT

LOWER AREA REQUIRED:

AREA VENTILATED	RATE	REQ. VENTS	TOTAL REQUIRED
104.5 SQ. FT.	50	2.1 SQ. FT.	2.1 SQ. FT.

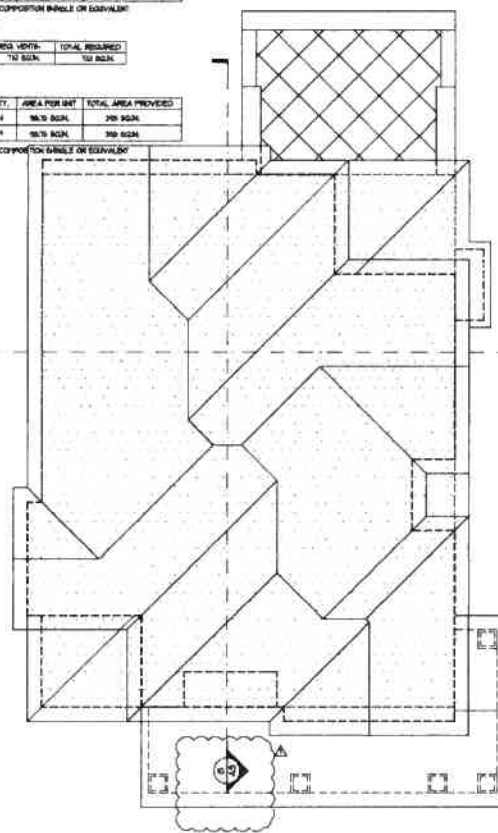
LOWER PROVIDED:

TYPE	QTY	AREA PER UNIT	TOTAL AREA PROVIDED
UPPER VENT	4	36.5 SQ. FT.	146 SQ. FT.
LOWER VENT	4	36.5 SQ. FT.	146 SQ. FT.

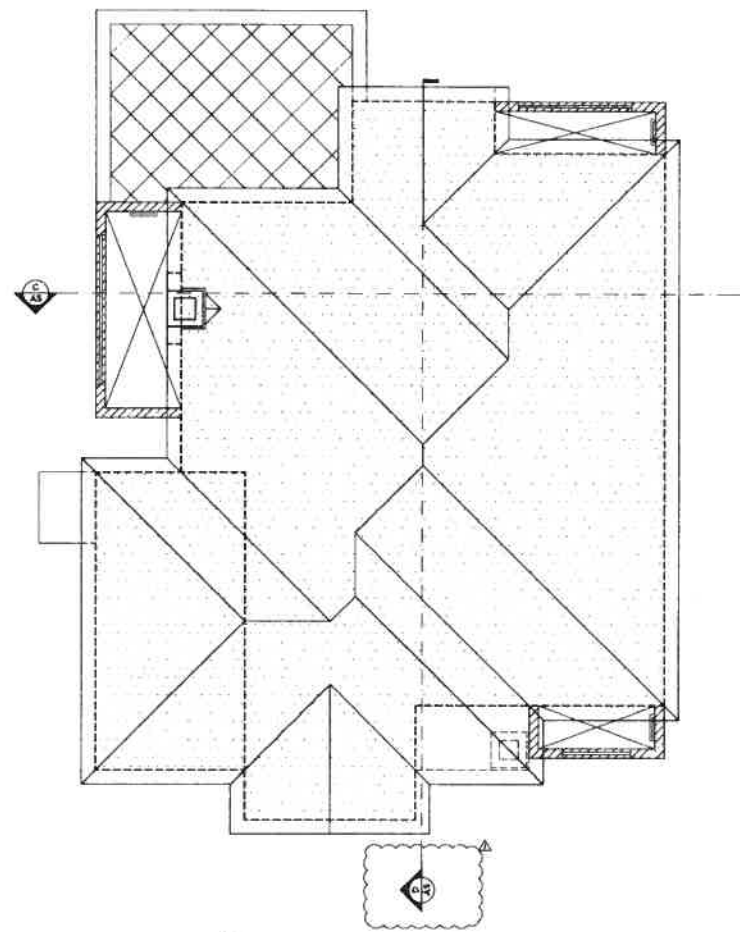
NOTE: CHANGING ATTEC VENTS FOR COMPOSITION SINGLE OR EQUIVALENT

LEGEND:

IN REARDOOR



FRONT UNIT ROOF PLAN
SCALE 1/4"=1'-0"



REAR UNIT ROOF PLAN
SCALE 1/4"=1'-0"



REVISIONS	BY
1	PL
2	PL

CHU DESIGN ASSOCIATES INC.
51 W. 4TH ST.
SAN MATEO, CALIFORNIA 94403
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FAX: (650) 345-9257



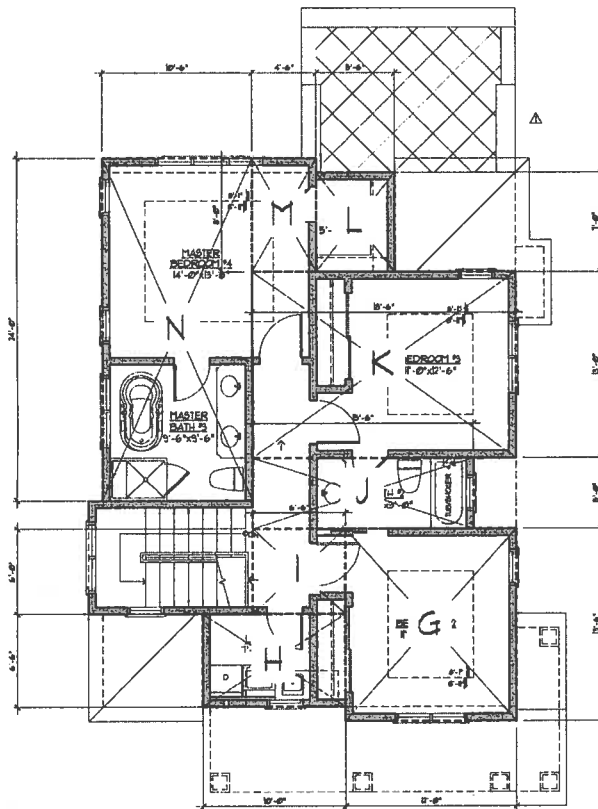
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NEW RESIDENCES
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MENLO PARK, CA
A.P.N.: 071-434-110

REV. 2014
AS NOTED
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A.10

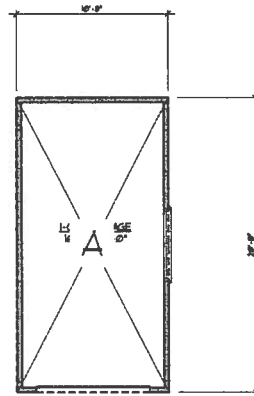
(B12)



FRONT UNIT SECOND FLOOR AREA CALCULATION
SCALE: 1/4"=1'-0"

I. FRONT UNIT FLOOR AREA	
FRONT UNIT DETACHED GARAGE:	
A 10'-0"x20'-0"	220.44 SF
TOTAL FRONT UNIT GARAGE AREA:	220.44 SF
FRONT UNIT FIRST FLOOR AREA:	
B 12'-6"x6'-6"	81.25 SF
C 8'-6"x4'-0"	36.00 SF
D 10'-0"x5'-0"	50.00 SF
E 30'-0"x25'-0"	750.00 SF
F 70'-0"x25'-0"	1750.00 SF
TOTAL FRONT UNIT FIRST FLR AREA:	1079.25 SF
FRONT UNIT SECOND FLOOR AREA:	
G 12'-0"x13'-6"	162.00 SF
H 10'-0"x6'-6"	65.00 SF
I 8'-6"x6'-0"	51.00 SF
J 15'-6"x5'-0"	78.00 SF
K 10'-0"x5'-0"	50.00 SF
L 15'-6"x7'-0"	109.50 SF
M 4'-6"x5'-0"	22.50 SF
N 10'-0"x4'-0"	40.00 SF
TOTAL FRONT UNIT SEC. FLR AREA:	910.50 SF
II. REAR UNIT FLOOR AREA	
REAR UNIT FLR AREA:	
O 12'-0"x8'-0"	96.00 SF
P 7'-0"x21'-0"	147.00 SF
Q 7'-0"x15'-0"	105.00 SF
R 12'-0"x21'-0"	252.00 SF
S 10'-0"x7'-0"	70.00 SF
T 22'-0"x15'-0"	330.00 SF
TOTAL REAR UNIT FLR AREA:	1561.25 SF
FRONT UNIT GARAGE FLR AREA:	
FRONT UNIT FIRST FLR AREA:	1079.25 SF
FRONT UNIT SECOND FLOOR AREA:	910.50 SF
REAR UNIT FLOOR AREA:	1561.25 SF

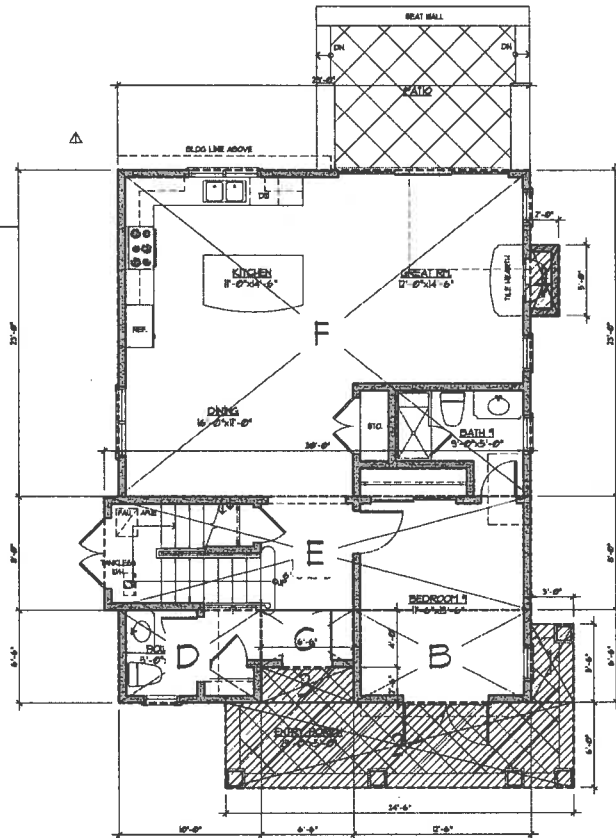
GRAND TOTAL FLOOR AREA:
3,711.44 SF



DETACHED GARAGE AREA CALCULATION
SCALE: 1/4"=1'-0"

BUILDING COVERAGE:	
I. FRONT UNIT BUILDING COVERAGE AREA:	
FRONT UNIT DETACHED GARAGE	220.44 SF
FRONT UNIT FIRST FLOOR AREA	1079.25 SF
1 3'-0"x5'-6"	16.50 SF
2 24'-6"x6'-0"	147.00 SF
3 6'-6"x2'-6"	16.25 SF
4 2'-0"x5'-0"	10.00 SF
TOTAL FRONT UNIT BLDG. COV. AREA	1493.44 SF
II. REAR UNIT BUILDING COVERAGE AREA:	
REAR UNIT FLOOR AREA	1561.25 SF
5 8'-0"x4'-6"	36.00 SF
6 1'-0"x5'-0"	5.00 SF
TOTAL REAR UNIT BLDG. COV. AREA	1607.25 SF
FRONT UNIT BLDG. COV. AREA	1493.44 SF
REAR UNIT BLDG. COV. AREA	1607.25 SF

GRAND BLDG. COV. AREA:
3,099.69 SF



FRONT UNIT FIRST FLOOR AREA CALCULATION
SCALE: 1/4"=1'-0"

NO.	REVISIONS	DATE	BY	CHKD.
1	1	11/15/2014	AC	AC
2	2	11/15/2014	AC	AC
3	3	11/15/2014	AC	AC

CHU DESIGN ASSOCIATES INC.
55 W. 43RD AVENUE
SAN MATEO, CALIFORNIA 94403
TEL: (650) 344-5566
FAX: (650) 344-5271

The Building is the design of the architect, and the architect is not responsible for the construction of the building. The architect is not responsible for the construction of the building. The architect is not responsible for the construction of the building.

NEW RESIDENCES
629 HARVARD AVENUE
MENLO PARK, CA
A.P.N.: 071-434-110

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AC.1

This is a detailed architectural floor plan of a house. The layout includes a 1-CAR GARAGE (10'-0" x 10'-0") on the left, a PORCH (6'-0" x 5'-0") and a PATIO (5'-0" x 7'-0") at the front. The main living area consists of a GREAT RM. (17'-6" x 14'-0"), a DINING (14'-6" x 12'-0"), and a KITCHEN (7'-6" x 11'-0"). There are two BATHS (6'-0" x 7'-0"), a POWDER room (6'-0" x 5'-0"), and two BEDROOMS (11'-6" x 13'-0" and 11'-6" x 13'-0"). The plan also shows a LIGHT WELL, a STAIRS area, and various closets and storage spaces. Dimensions are provided for most rooms and overall exterior measurements.

3,771.44 SF

3,091.69 SF

1. LANDSCAPE CONTRACTOR SHALL VERIFY PLANT AND SOIL QUANTITIES PRIOR TO RECEIPTING END FOR WORK.

2. ALL PLANT MATERIAL SHALL COMPLY WITH THE LATEST STANDARDS OF NURSERY STOCK, PUBLISHED BY THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION.

3. PLANT MATERIAL CANNOT BE QUANTIFIED AS ORDER REVISIONS TO QUANTITIES MAKES OF ORDER.

4. ALL PLANTING AREAS SHALL BE COVERED WITH A LAYER OF BARK MULCH, 1/2 TO 1 INCH DEPTH OF 3/4" MULCH, WITH A CHIP RACK OF NO LESS THAN ONE INCH. A 1/2" LAYER OF GROUNDWATER MULCH UNDER THE BARK MULCH IS RECOMMENDED.

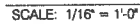
5. BARK, APPROXIMATELY SHALL BE USED AS NECESSARY. BARK, APPROXIMATE SHALL BE FREE OF DEBRIS. ROCKS LARGER THAN ONE INCH DIAMETER WILL NOT BE PERMITTED. ROCK, APPROXIMATE AND NOT PERMITTED IN PLANTING MATERIAL PLANTING AREAS.

6. PLANTING HOLES SHALL, GENERALLY BE, 1/2" TO 3/4" DEEPER THAN THE BALLS AND BASES OF PLANT HOLES SHALL BE SCAVED. HOLES SHALL BE BACKFILLED WITH COMPOST OR 50% DRAINAGE SAND. PLANTING HOLES SHALL BE BACKFILLED WITH HYDROLYSIS PULP FOR MANUFACTURERS SPEC.

7. TREES SHALL BE STACED WITH TWO PRESERVE TREATED 2" X 4" POLES. THREE TRUNK SHALL BE SECURED WITH TWO RIBBON TIES OR STRAPS FORMING A HELIX-SCREW BETWEEN TRUNK AND STAKE.

8. RESIDUAL, USED PRE-EXISTING BARK, BE APPLIED BY THE CONTRACTOR AS NECESSARY. APPLICATION SHALL BE ACCORDING TO MANUFACTURERS INSTRUCTIONS.

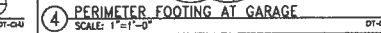
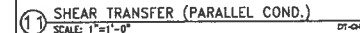
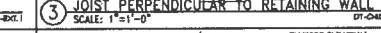
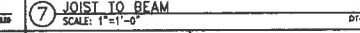
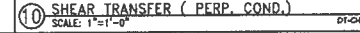
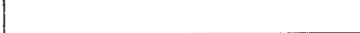
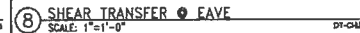
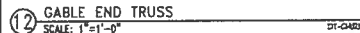
9. LAWN SHALL NOT BE INSTALLED ON SLOPES GREATER THAN 5%. ALL LAWN SHALL BE PERMITTED AT TIME OF INSTALLATION.



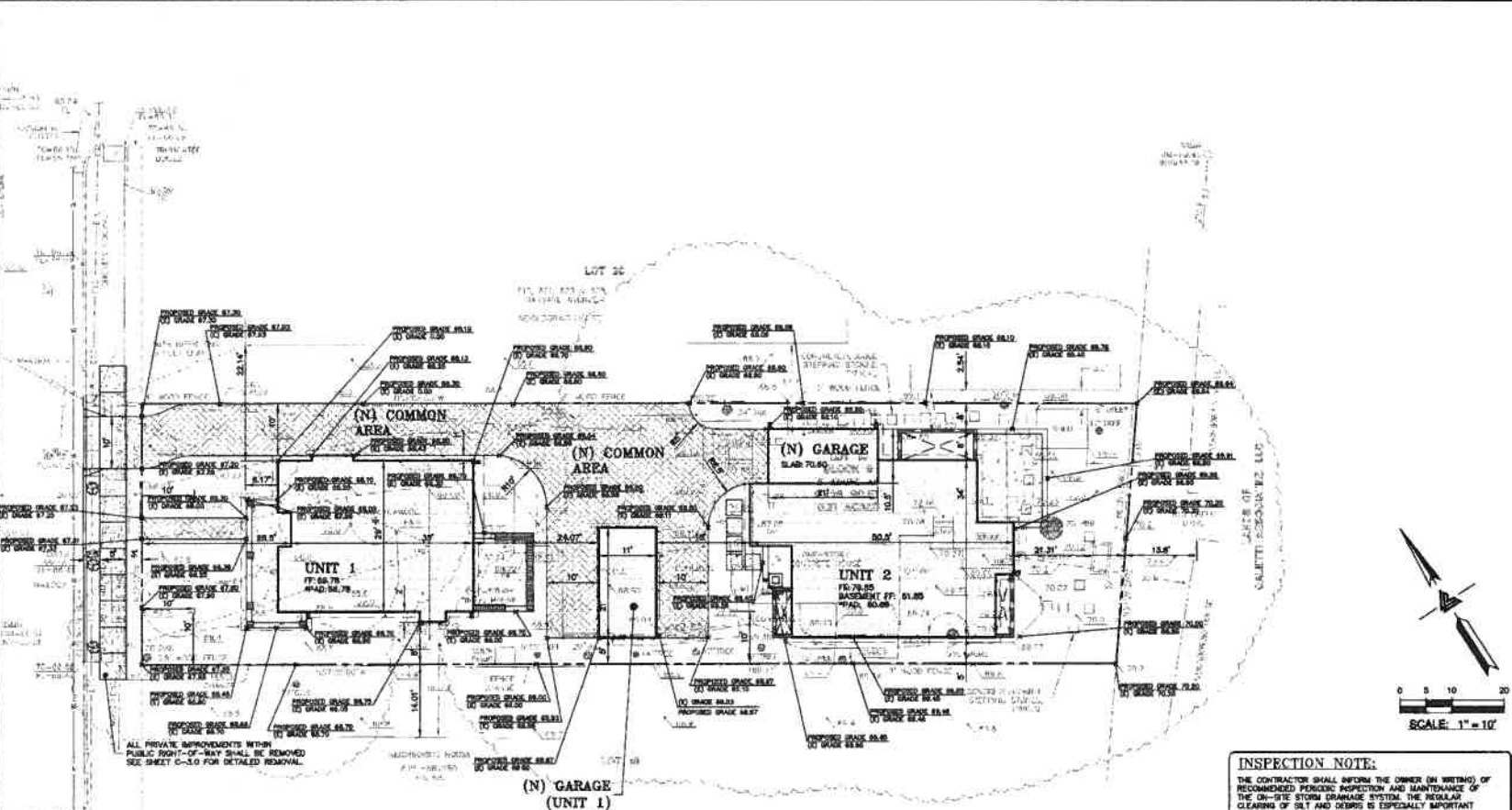
LANDSCAPE		
1	TOTAL SQ. FT. OF LANDSCAPE	43738 SQ. FT.
2	TOTAL SQUARE FOOTAGE OF HARDSCAPE	8894 SQ. SQFT.
3	TOTAL SQUARE FOOTAGE OF WEEDSATED LANDSCAPES	16432 SQ. FT.



NOV. 2014
AS NOTED
PMU
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OF 2014

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(B18)



MURRAY ENGINEERS PROJECT-SPECIFIC NOTE

ALL EARTHWORK AND SITE DRAINAGE, INCLUDING BASEMENT EXCAVATION, GRILLED PIER AND SPREAD FOOTING EXCAVATIONS, BASEMENT RETAINING WALL DRAINAGE AND BACKFILL, SURFACE PREPARATION, HARDSCAPE, PLACEMENT AND COMPACTING OF ENGINEERED FILL, BENEATH HARDSCAPE, BACKFILL, IN UTILITY TRENCHES, AND FINAL SURFACE DRAINAGE INSTALLATION SHOULD BE PERFORMED IN ACCORDANCE WITH THE GEOTECHNICAL REPORT PREPARED BY MURRAY ENGINEERS, INC., DATED JANUARY 26, 2014. MURRAY ENGINEERS, INC. (650-539-7900) SHOULD BE PROVIDED AT LEAST 48 HOURS ADVANCE NOTIFICATION OF ANY EARTHWORK.

NOTE:
FOR CONSTRUCTION STAKING
SCHEDULING OR QUOTATIONS
PLEASE CONTACT GREG BRAZE
AT LEA & BRAZE ENGINEERING
(916)687-4088 EXT 103.
gbr@leaandbraze.com

*** BUILDING PAD NOTE:**
ADJUST PAD LEVEL AS
REQUIRED. REFER TO
STRUCTURAL PLANS
FOR SLAB SECTION OR
CRANK SPACE DEPTH
TO ESTABLISH PAD
LEVEL.

NOTES

CONTRACTOR SHALL OBTAIN THE PROPER PERMITS PRIOR TO ANY GRADING.

A SEPARATE PERMIT IS REQUIRED FOR ANY & ALL WORK WITHIN THE CITY RIGHT-OF-WAY. THE CONTRACTOR(S) SHALL OBTAIN AN APPROVED STREET WORK (ENCROACHMENT) PERMIT FROM THE PUBLIC WORKS DEPARTMENT PRIOR TO THE COMMENCEMENT OF THE WORK WITHIN THE CITY RIGHT-OF-WAY.

ALL GRADED SLOPES SHALL BE PLANTED WITH FAST GROWING, DEEP ROOTED GRASS COVER TO REDUCE THE EROSION DURING HEAVY RAINS.

REFER TO ARCHITECTURAL PLANS FOR ADDITIONAL INFORMATION, INCLUDING BUT NOT LIMITED TO: ADDITIONAL UTILITY SERVICES, DIMENSION CONTROL, DEMOLITION, DETAILS, TREE PROTECTION MEASURES, AND LANDSCAPING.

FINISHED GRADE ELEVATIONS NOTED AS [FSD (MAX.)] ARE THE MAXIMUM ALLOWABLE GRADE AT THE BUILDING PERIMETER TO PROVIDE 1" MIN. CLEAR TO GRADE PER C.B.C. SECTION 2317.8. THESE GRADES MAY BE LOWER PROVIDED PROPER FLOW AWAY FROM THE FOUNDATION IS ACHIEVED. REFER TO ARCHITECTURAL & STRUCTURAL DRAWINGS FOR SPECIAL DETAILS AS REQUIRED.

CONTRACTOR SHALL NOTIFY THE OWNER AND/OR MAINTENANCE STAFF IN WRITING OF THE NEED OF PERIODIC MAINTENANCE OF THE DRAINAGE SYSTEM AND STRUCTURES.

NOTES

1. THE APPLICANT SHALL REMOVE AND REPLACE ALL CRACKED, DAMAGED, UNLIFTED OR DEPRESSED FRONTAGE IMPROVEMENTS LOCATED IN CITY'S RIGHT-OF-WAY, EXISTING OR DAMAGED BY THE CONSTRUCTION ACTIVITIES, PER CITY STANDARDS ALONG THE ENTIRE PROPERTY FRONTAGE.
2. CIVIL ENGINEER SHALL COORDINATE WITH PROJECT ARCHITECT TO DETERMINE THE LOCATIONS OF EDGE OF PAVEMENT, STORM DRAIN LINES AND OTHER UTILITY LINES NEAR TREES. THE LOCATIONS OF IMPROVEMENTS NEAR CITY TREES SHALL BE APPROVED BY CITY ARBORIST.
3. CONTACT PUBLIC WORKS AT (925) 330-8740 TO SCHEDULE AN INSPECTION A MINIMUM OF 24 HOURS IN ADVANCE OF COMMENCEMENT OF PUBLIC IMPROVEMENT WORK. THE CONSTRUCTION SUPERVISOR WILL DISCUSS ANY REPAIR WORK TO FRONTAGE IMPROVEMENTS WHICH ARE NOT SHOWN ON THE PLANS.
4. PRIOR TO FINAL INSPECTION, THE APPLICANT SHALL OBTAIN AN ENCROACHMENT PERMIT FROM THE CITY'S ENGINEERING DIVISION FOR ALL EXISTING PRIVATE STRUCTURES, IMPROVEMENTS AND LANDSCAPING (IF ANY) LOCATED IN THE CITY'S RIGHT-OF-WAY ALONG THE PROPERTY FRONTAGE.
5. THE APPLICANT SHALL REMOVE AND REPLACE ALL CRACKED, DAMAGED UNLIFTED OR DEPRESSED FRONTAGE IMPROVEMENTS (CURB, GUTTER, SIDEWALK, DRIVEWAY, ETC.) EXISTING OR DAMAGED BY THE CONSTRUCTION ACTIVITIES, PER CITY STANDARDS ALONG THE ENTIRE PROPERTY FRONTAGE. IF FRONTAGE IMPROVEMENTS DO NOT CURRENTLY EXIST, THE APPLICANT IS REQUIRED TO INSTALL FRONTAGE IMPROVEMENTS PER CITY STANDARDS ALONG THE ENTIRE PROPERTY FRONTAGE. ALL IMPROVEMENTS ARE TO BE REPAIRED AND APPROVED BY THE CITY OF MODO PLAINS PUBLIC WORKS INSPECTOR PRIOR TO THE FINAL INSPECTION BY THE BUILDING INSPECTOR.

INSPECTION NOTE:

THE CONTRACTOR SHALL INFORM THE OWNER (IN WRITING) OF RECOMMENDED PERIODIC INSPECTION AND MAINTENANCE OF THE ON-SITE STORM DRAINAGE SYSTEM. THE REGULAR CLEANING OF SILT AND DEBRIS IS ESPECIALLY IMPORTANT PRIOR TO EACH RAINY SEASON.

NOTE:
CONTRACTOR SHALL FIELD VERIFY LOCATIONS AND DEPTHS OF EXISTING UTILITIES PRIOR TO COMMENCING CONSTRUCTION. CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY CONFLICTS IN ANY EXIST.

NOTE:
ALL UTILITIES SHALL BE PLACED UNDERGROUND IF REQUIRED BY THE UTILITY COMPANY.

NOTE:
SITE GRADING SHALL NOT IMPIDE EXISTING DRAINAGE FROM ADJACENT PROPERTIES AND SHALL NOT GENERATE SURFACE RUN-OFF FLOW ONTO ADJACENT PROPERTIES.

*** BUILDING PAD NOTE:**
ADJUST PAD LEVEL AS REQUIRED. REFER TO STRUCTURAL PLANS FOR SLAB SECTION OR CRANK SPACE DEPTH TO ESTABLISH PAD LEVEL.

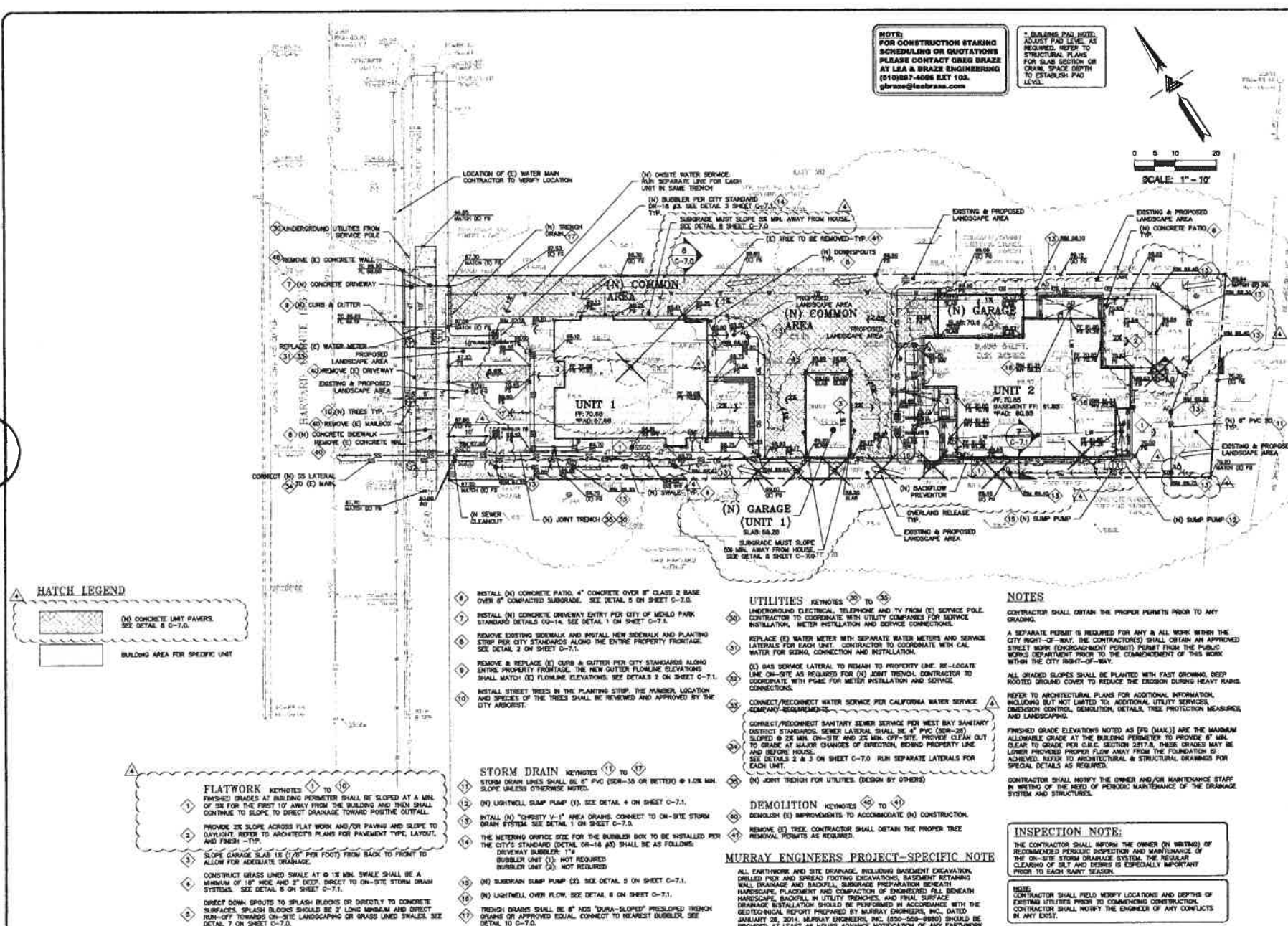
NEW AND EXISTING USE DESIGNATION:
C-5 FOR THE AREAS DESIGNATION OF COMMON AREA AND PRIVATE OPEN SPACE AREA.

SITE EXCAVATION NOTE:
WHERE LOOSE TO MEDIUM DENSE SANDS (AS DEFINED BY THE PROJECT SOIL EXCAVATION) BELOW UNIT 2 AND 3 ARE ENCOUNTERED, THE CONTRACTOR IS TO OVEREXCAVATE AND RECOMPACT TO THE SATISFACTION OF THE PROJECT SOIL ENGINEER TO ENSURE PROPER SITE STABILITY.



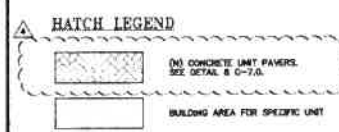
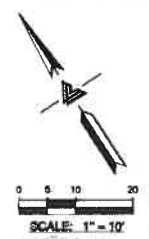
LEA & BRAZE ENGINEERING, INC.
CIVIL ENGINEERS
14400 SHERIDAN AVE. SUITE 200
DALLAS, TEXAS 75244
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(972) 419-3

(19)



NOTE:
FOR CONSTRUCTION SCHEDULING OR QUOTATIONS
PLEASE CONTACT GREG BRAZE
AT LEA & BRAZE ENGINEERING
(916) 887-4008 EXT 105
gbraze@leabraz.com

* BUILDING PAD NOTE:
ADJUST PAD LEVEL AS
REQUIRED. REFER TO
STRUCTURAL PLANS
FOR SLAB SECTION OR
DRAIN SPACE DEPTH
TO ESTABLISH PAD
LEVEL.



- FLATWORK** KEYNOTES 1 TO 19
- 1 FINISHED GRADES AT BUILDING PERIMETER SHALL BE SLOPED AT A MIN. OF 3% FOR THE FIRST 10' AWAY FROM THE BUILDING AND THEN SHALL CONTINUE TO SLOPE TO DRAINAGE TOWARD POSITIVE OUTFALL.
 - 2 PROVIDE 2% SLOPE ACROSS FLAT WORK AND/OR PAVING AND SLOPE TO DRAINAGE TOWARD POSITIVE OUTFALL.
 - 3 SLOPE GARAGE SLAB 1% (1/8" PER FOOT) FROM BACK TO FRONT TO ALLOW FOR ADEQUATE DRAINAGE.
 - 4 CONSTRUCT GRASS LINED SWALE AT 0.1% MIN. SLOPE SHALL BE A MINIMUM OF 18" WIDE AND 2' DEEP. DRAIN TO ON-SITE STORM DRAIN SYSTEMS. SEE DETAIL 8 ON SHEET C-7.1.
 - 5 DIRECT DOWN SPOUTS TO SPLASH BLOCKS OR DIRECTLY TO CONCRETE SURFACES. SPLASH BLOCKS SHOULD BE 2' LONG MINIMUM AND DIRECT RUN-OFF TOWARDS ON-SITE LANDSCAPING OR GRASS LINED SWALES. SEE DETAIL 7 ON SHEET C-7.0.

- 6 INSTALL (N) CONCRETE PATIO, 4" CONCRETE OVER 8" CLASS 2 BASE OVER 6" COMPACTED SUBGRADE. SEE DETAIL 5 ON SHEET C-7.0.
- 7 INSTALL (N) CONCRETE DRIVEWAY ENTRY PER CITY OF MENLO PARK STANDARD DETAILS 09-14. SEE DETAIL 1 ON SHEET C-7.1.
- 8 REMOVE EXISTING SIDEWALK AND INSTALL NEW SIDEWALK AND PLANTING STRIP PER CITY STANDARDS ALONG THE ENTIRE PROPERTY FRONTAGE. SEE DETAIL 2 ON SHEET C-7.1.
- 9 REMOVE & REPLACE (N) CURB & GUTTER PER CITY STANDARDS ALONG ENTIRE PROPERTY FRONTAGE. THE NEW GUTTER FLOWLINE ELEVATIONS SHALL MATCH (N) FLOWLINE ELEVATIONS. SEE DETAILS 2 ON SHEET C-7.1.
- 10 INSTALL STREET TREES IN THE PLANTING STRIP. THE NUMBER, LOCATION AND SPECIES OF THE TREES SHALL BE REVIEWED AND APPROVED BY THE CITY ARBORIST.

- STORM DRAIN** KEYNOTES 11 TO 17
- 11 STORM DRAIN LINES SHALL BE 8" PVC (SDR-35 OR BETTER) @ 1.0% MIN. SLOPE UNLESS OTHERWISE NOTED.
 - 12 (N) LIGHTWELL SUMP PUMP (1) SEE DETAIL 4 ON SHEET C-7.1.
 - 13 INSTALL (N) "CHERRY V-1" AREA DRAINS. CONNECT TO ON-SITE STORM DRAIN SYSTEM. SEE DETAIL 1 ON SHEET C-7.0.
 - 14 THE METERING OFFICE SIZE FOR THE BUBBLER BOX TO BE INSTALLED PER THE CITY'S STANDARD (DETAIL 08-16 AS) SHALL BE AS FOLLOWS:
DRIVEWAY BUBBLER: 1" BUBBLER UNIT (1) NOT REQUIRED BUBBLER UNIT (2) NOT REQUIRED
 - 15 (N) SUDAN SUMP PUMP (2) SEE DETAIL 5 ON SHEET C-7.1.
 - 16 (N) LIGHTWELL OVER FLOW. SEE DETAIL 6 ON SHEET C-7.1.
 - 17 TRENCH DRAINS SHALL BE 6" HOE "DRAIN-SLOPE" PREPARED TRENCH DRAINS OR APPROVED EQUAL. CONNECT TO NEAREST BUBBLER. SEE DETAIL 1 ON SHEET C-7.0.

- UTILITIES** KEYNOTES 20 TO 25
- 20 UNDERGROUND ELECTRICAL, TELEPHONE AND TV FROM (E) SERVICE POLE. CONTRACTOR TO COORDINATE WITH UTILITY COMPANIES FOR SERVICE INSTALLATION, METER INSTALLATION AND SERVICE CONNECTIONS.
 - 21 REPLACE (E) WATER METER WITH SEPARATE WATER METERS AND SERVICE LATERALS FOR EACH UNIT. CONTRACTOR TO COORDINATE WITH CAL WATER FOR SIZING, CONNECTION AND INSTALLATION.
 - 22 (E) GAS SERVICE LATERAL TO REMAIN TO PROPERTY LINE. RE-LOCATE LINE ON-SITE AS REQUIRED FOR (N) JOINT TRENCH. CONTRACTOR TO COORDINATE WITH PG&E FOR METER INSTALLATION AND SERVICE CONNECTIONS.
 - 23 CONNECT/RECONNECT WATER SERVICE PER CALIFORNIA WATER SERVICE ADEQUACY REQUIREMENTS.
 - 24 CONNECT/RECONNECT SANITARY SEWER SERVICE PER WEST BAY SANITARY DISTRICT STANDARDS. SEWER LATERAL SHALL BE 4" PVC (SDR-35) SLOPED @ 2% MIN. ON-SITE AND 2% MIN. OFF-SITE. PROVIDE CLEAN OUT TO GRADE AT MAJOR CHANGES OF DIRECTION, BEHIND PROPERTY LINE AND BEFORE HOUSE. SEE DETAILS 2 & 3 ON SHEET C-7.0. RUN SEPARATE LATERALS FOR EACH LINE.
 - 25 (N) JOINT TRENCH FOR UTILITIES (DESIGN BY OTHERS)

- DEMOLITION** KEYNOTES 40 TO 41
- 40 DEMOLISH (E) IMPROVEMENTS TO ACCOMMODATE (N) CONSTRUCTION.
 - 41 REMOVE (E) TREE. CONTRACTOR SHALL OBTAIN THE PROPER TREE REMOVAL PERMITS AS REQUIRED.

MURRAY ENGINEERS PROJECT-SPECIFIC NOTE

ALL EXISTING AND SITE DRAINAGE, INCLUDING BASEMENT EXCAVATION, DRAINED FOR AND SPREAD FOOTING EXCAVATIONS, BASEMENT RETAINING WALL DRAINAGE AND BACKFILL, SUBGRADE PREPARATION BENEATH HARDSCAPE, PLACEMENT AND CONNECTION OF ENGINEERED FILL BENEATH HARDSCAPE, BACKFILL IN UTILITY TRENCHES, AND FINAL SURFACE DRAINAGE INSTALLATION SHOULD BE PERFORMED IN ACCORDANCE WITH THE GEOTECHNICAL REPORT PREPARED BY MURRAY ENGINEERS, INC. DATED JANUARY 28, 2014. MURRAY ENGINEERS, INC. (925-555-8880) SHOULD BE PROVIDED AT LEAST 48 HOURS ADVANCE NOTIFICATION OF ANY EXCAVATION.

NOTES

CONTRACTOR SHALL OBTAIN THE PROPER PERMITS PRIOR TO ANY DRAINAGE.

A SEPARATE PERMIT IS REQUIRED FOR ANY & ALL WORK WITHIN THE CITY RIGHT-OF-WAY. THE CONTRACTOR(S) SHALL OBTAIN AN APPROVED STREET WORK (CONCURRENCE PERMIT) PERMIT FROM THE PUBLIC WORKS DEPARTMENT PRIOR TO THE COMMENCEMENT OF THIS WORK WITHIN THE CITY RIGHT-OF-WAY.

ALL GRADED SLOPES SHALL BE PLANTED WITH FAST GROWING, DEEP ROOTED GROUND COVER TO REDUCE THE EROSION DURING HEAVY RAIN.

REFER TO ARCHITECTURAL PLANS FOR ADDITIONAL INFORMATION, INCLUDING BUT NOT LIMITED TO: ADDITIONAL UTILITY SERVICES, DRAINAGE CONTROL, DEMOLITION, DETAILS, TREE PROTECTION MEASURES, AND LANDSCAPING.

FINISHED GRADE ELEVATIONS NOTED AS (F) (MAX.) ARE THE MAXIMUM ALLOWABLE GRADE AT THE BUILDING PERIMETER TO PROVIDE 6" MIN. CLEAR TO GRADE PER C.E.C. SECTION 237.1. THESE GRADES MAY BE LOWER PROVIDED PROPER FLOW AWAY FROM THE FOUNDATION IS ACHIEVED. REFER TO ARCHITECTURAL & STRUCTURAL DRAWINGS FOR SPECIAL DETAILS AS REQUIRED.

CONTRACTOR SHALL NOTIFY THE OWNER AND/OR MAINTENANCE STAFF IN WRITING OF THE NEED OF PERIODIC MAINTENANCE OF THE DRAINAGE SYSTEM AND STRUCTURES.

INSPECTION NOTE:

THE CONTRACTOR SHALL INFORM THE OWNER (IN WRITING) OF RECOMMENDED PERIODIC INSPECTION AND MAINTENANCE OF THE ON-SITE STORM DRAINAGE SYSTEM. THE REGULAR CLEARING OF SILT AND DEBRIS IS ESPECIALLY IMPORTANT PRIOR TO EACH RAINY SEASON.

NOTE:

CONTRACTOR SHALL FIELD WORKY LOCATIONS AND DEPTHS OF EXISTING UTILITIES PRIOR TO COMMENCING CONSTRUCTION. CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY CONFLICTS IN ANY EXIST.

LEA & BRAZE ENGINEERING, INC.
2000 KENNEDY BLVD., SUITE 100
SAN FRANCISCO, CA 94112
(415) 778-1100
WWW.LEABRAZE.COM

629 HARVARD AVENUE
MENLO PARK, CALIFORNIA

**PRELIMINARY GRADING,
DRAINAGE AND UTILITY
PLAN**

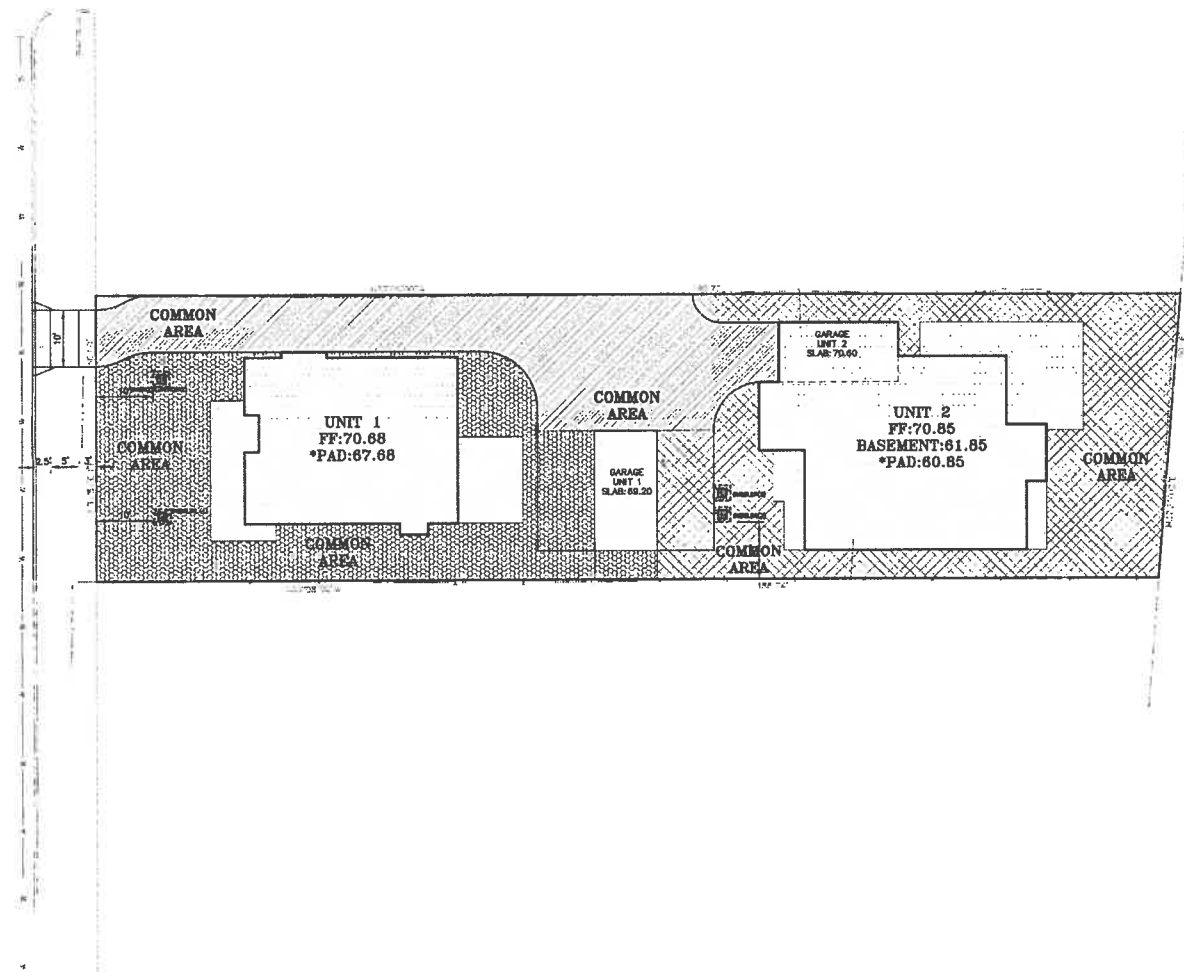
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REVISIONS	BY	
DATE	10-22-14	
SCALE	1" = 10'	
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SHEET NO.		

C-3.0

03 OF 11 SHEETS

(B20)

HARVARD AVENUE (S&B)



SITE PLAN SQ-FOOTAGE CALCULATION

- *EXCLUSIVE USE COMMON AREA OF UNIT 1
1,942.3 SF
- *EXCLUSIVE USE COMMON AREA OF UNIT 2
2,119.79 SF
- COMMON AREA
ALL PAVING TO BE IMPERVIOUS PAVING
1,866.18 SF
- BUILDING AREA FOR SPECIFIC UNIT

NOTE:
EXCLUSIVE USE COMMON AREAS DESIGNATED
FOR THE INDIVIDUAL UNITS USE SHALL BE
OVERLAPPED WITH A PRIVATE UTILITY EASEMENT.

LEA & BRAZE ENGINEERING, INC.
CIVIL ENGINEERS
LAND SURVEYORS
3072 DODD AVE. # 300
SAN MATEO, CA 94403
(P) (415) 897-4008 (F) (415) 898-1338
(T) (415) 897-3011 (C) (415) 897-7363
WWW.L&BENGINEERING.COM

629 HARVARD AVENUE
MENLO PARK, CALIFORNIA

APN: 071-454-110
SAN MATEO COUNTY

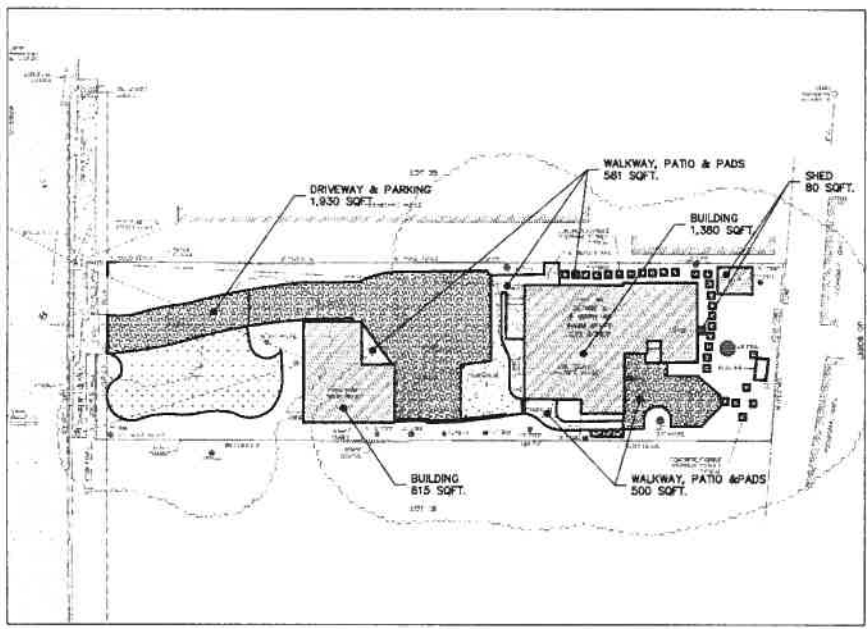
LAND USAGE AREA
EXHIBIT

PLAN CHECK	DATE	BY
12-15-14	12-15-14	RB
12-15-14	12-15-14	RB
12-15-14	12-15-14	RB
12-15-14	12-15-14	RB

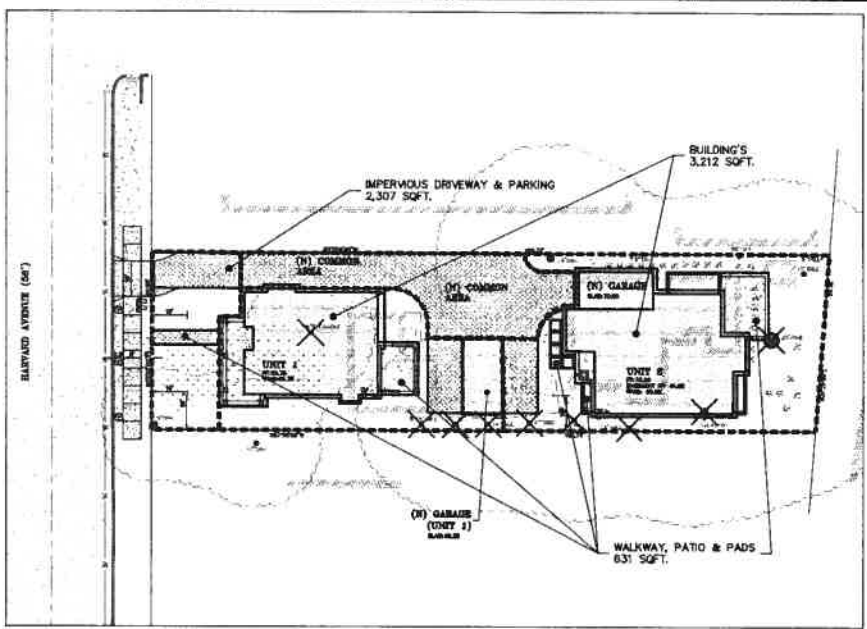
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DATE: 12-23-14
SCALE: 1" = 10'
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DRAWN BY: BSA
SHEET NO:
C-4.0
04 OF 11 SHEETS

B21



EXISTING SITE



PROPOSED SITE

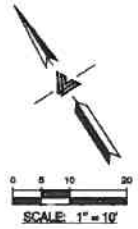
DEVELOPMENT INFORMATION



PROJECT:	DATE:
629 Harvard Avenue	June 3, 2015
JLB:HC	JB
2141005	JP:Survey

IMPERVIOUS AREA
for
629 Harvard Avenue
Menlo Park, CA.

Total Area of Parcel	A	9.426 SF
Existing Pavement Area	B	2,150 SF
Existing Impervious Area	C	2,150 SF
Leakage to Impervious	C/A * 100 =	22.81%
Proposed Impervious Area to be replaced when impervious area	D	2,307 SF
Leakage to Impervious Area to be replaced when impervious area	E	1,617 SF
New Impervious Area (Shedding and/or Retention)	F = D - E	690 SF
F is greater than 10,000 SF, a hydraulic report shall be submitted to the planning		
Existing Impervious Area to be replaced when impervious area	G	907 SF
Net change in Impervious Area	F - G =	1,064 SF
Net Impervious to Impervious or the F and changes in negative	H =	3,368 SF
Proposed Impervious Area	C + F =	4,457 SF
Proposed Impervious Area	C + F =	4,457 SF
Verify that F is less than A		6.25%
Proposed % Impervious	H/A * 100 =	62.25%



	(N) CONCRETE UNIT PAVERS SEE DETAIL B C-7.0.
	BUILDING AREA FOR SPECIFIC UNIT

DEVELOPMENT AREA SUMMARY

PRE-DEVELOPMENT	(SQFT)
BUILDING	1,995
DRIVEWAY & PARKING	1,930
PATIOS, WALKWAYS & PADS	1,081
SHED	80
TOTAL	5,086
POST-DEVELOPMENT	(SQFT)
BUILDINGS	3,212
DRIVEWAY & PARKING	2,307
PATIOS, WALKWAYS & PADS	631
SHED	0
TOTAL	6,150
DIFFERENCE (INCREASE)	+1,064

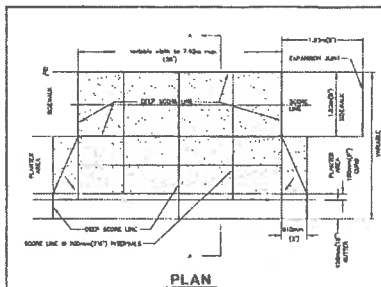


LEA & BRAZE ENGINEERING, INC.
CIVIL ENGINEERING • LAND SURVEYING
3000 AVENUE 100, SUITE 100
ROSELAND, CA 94068
(415) 881-1383
WWW.LEA-BRAZE.COM

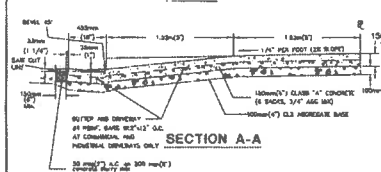
629 HARVARD AVENUE
MENLO PARK, CALIFORNIA
SAN MATEO COUNTY
APR 07-12-10

IMPERVIOUS AREA
EXHIBIT
(ENTIRE SITE)

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PLAN CHECK	BY
REVISIONS	BY
JOB NO.	2141005
DATE:	12-23-14
SCALE:	AS NOTED
DESIGN BY:	JB
DRAWN BY:	JB
SHEET NO.	C-5.0
02 OF 11 SHEETS	



PLAN

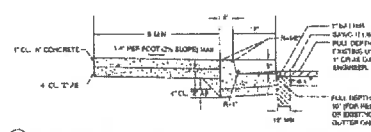


SECTION A-A

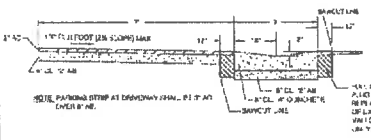
NOTE: ALL NOTES ON DETAIL DR-18 SHALL APPLY TO THIS DETAIL.

CITY OF MENLO PARK STANDARD DETAILS									
NO.	DATE	BY	CHKD	APP'D	NO.	DATE	BY	CHKD	APP'D
1	12/1/00	NTS			2	12/1/00	NTS		

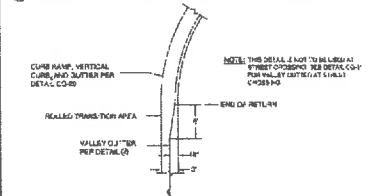
1 CITY DETAIL CG-14
NTS



1 STANDARD VERTICAL CURB, GUTTER AND SIDEWALK



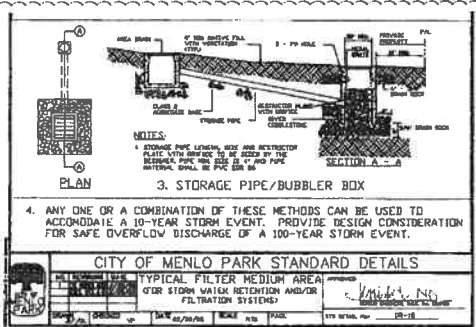
2 THREE FOOT VALLEY GUTTER AND PARKING STRIP



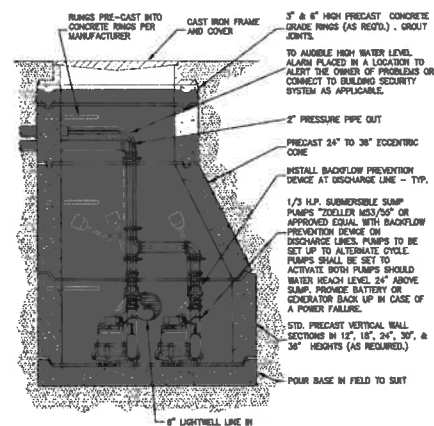
3 CORNER TRANSITION - VERTICAL CURB TO VALLEY GUTTER

CITY OF MENLO PARK STANDARD DETAILS									
NO.	DATE	BY	CHKD	APP'D	NO.	DATE	BY	CHKD	APP'D
1	12/1/00	NTS			2	12/1/00	NTS		

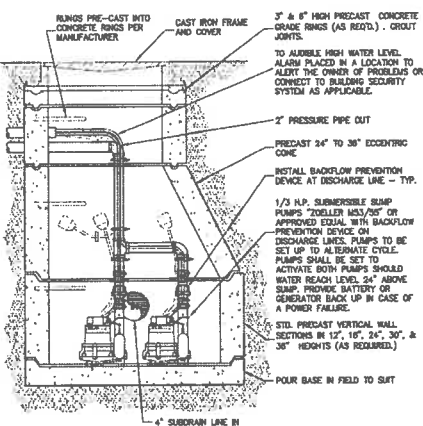
2 CITY DETAIL CG-3
NTS



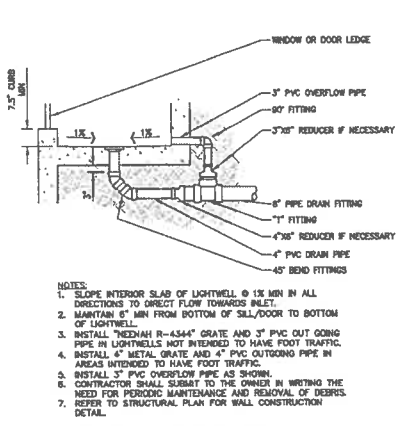
3 CITY DETAIL DR-18 #3
NTS



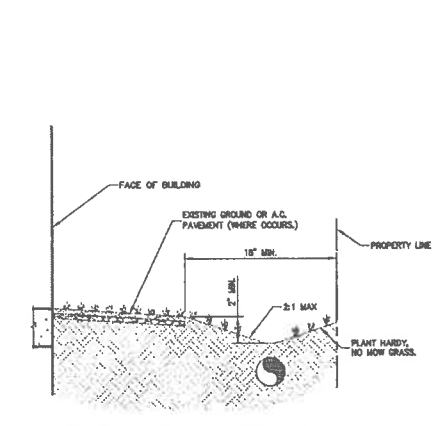
4 LIGHTWELL SUMP PUMP
NTS



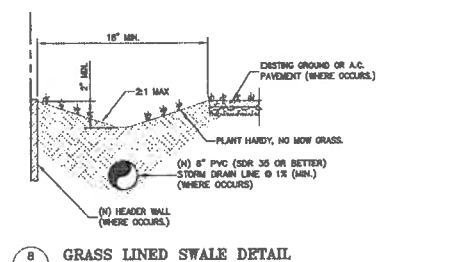
5 SUBDRAIN SUMP PUMP
NTS



6 LIGHTWELL OVERFLOW DETAIL
NTS



7 EDGE CONDITIONS SECTION DETAIL
NTS



8 GRASS LINED SWALE DETAIL
NTS



LEA & BRAZE ENGINEERING, INC.
1000 ENGINEERING AVENUE
SACRAMENTO, CALIFORNIA 95833
TEL: (916) 486-1328
FAX: (916) 486-1328
WWW.LEA-BRAZE.COM

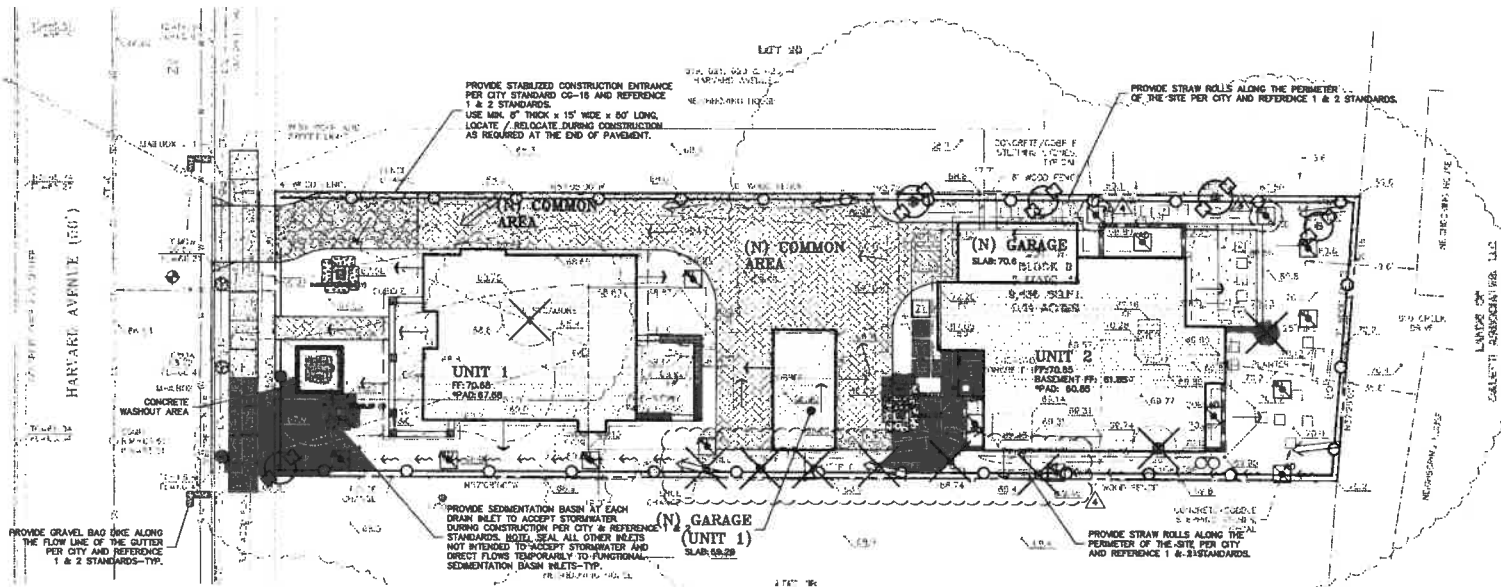
629 HARVARD AVENUE
MENLO PARK, CALIFORNIA
SUN. WATCO COUNTY
APR. 07-13-10

DETAILS

PLAN CHECK	BY
12-15-14	RB
12-15-14	RB
12-15-14	RB
12-15-14	RB
12-15-14	RB
REVISIONS	BY
21-10-05	
12-23-14	
NTS	
DESIGN BY:	NTS
DRAWN BY:	NTS
SHEET NO.	

C-7.1
08 OF 11 SHEETS

(B25)



PURPOSE:

THE PURPOSE OF THIS PLAN IS TO STABILIZE THE SITE TO PREVENT EROSION OF GRADED AREAS AND TO PREVENT SEDIMENTATION FROM LEAVING THE CONSTRUCTION AREA AND AFFECTING NEIGHBORING SITES. NATURAL AREAS, PUBLIC FACILITIES OR ANY OTHER AREA THAT MIGHT BE AFFECTED BY SEDIMENTATION. ALL MEASURES SHOWN ON THIS PLAN SHOULD BE CONSIDERED THE MINIMUM REQUIREMENTS NECESSARY. SHOULD FIELD CONDITIONS DICTATE ADDITIONAL MEASURES, SUCH MEASURES SHALL BE PER CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD'S FIELD MANUAL FOR EROSION AND SEDIMENTATION CONTROL AND THE CALIFORNIA STORM WATER QUALITY ASSOCIATION BEST MANAGEMENT PRACTICES HANDBOOK FOR CONSTRUCTION. LEA & BRAZE ENGINEERING SHOULD BE NOTIFIED IMMEDIATELY SHOULD CONDITIONS CHANGE.

EROSION CONTROL NOTES:

- IT SHALL BE THE OWNER'S/CONTRACTOR'S RESPONSIBILITY TO MAINTAIN CONTROL OF THE ENTIRE CONSTRUCTION OPERATION AND TO KEEP THE ENTIRE SITE IN COMPLIANCE WITH THIS EROSION CONTROL PLAN.
- THE INTENTION OF THIS PLAN IS FOR INTERIM EROSION AND SEDIMENT CONTROL ONLY. ALL EROSION CONTROL MEASURES SHALL CONFORM TO CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD'S FIELD MANUAL FOR EROSION AND SEDIMENTATION CONTROL, THE CALIFORNIA STORM WATER QUALITY ASSOCIATION BEST MANAGEMENT PRACTICES HANDBOOK FOR CONSTRUCTION, AND THE LOCAL GOVERNING AGENCY FOR THIS PROJECT.
- OWNER/CONTRACTOR SHALL BE RESPONSIBLE FOR MONITORING EROSION AND SEDIMENT CONTROL MEASURES PRIOR TO, DURING, AND AFTER STORM EVENTS. PERSON IN CHARGE OF MAINTAINING EROSION CONTROL MEASURES SHOULD WATCH LOCAL WEATHER REPORTS AND ACT APPROPRIATELY TO MAKE SURE ALL NECESSARY MEASURES ARE IN PLACE.
- SANITARY FACILITIES SHALL BE MAINTAINED ON THE SITE AT ALL TIMES.
- DURING THE RAINY SEASON, ALL PAVED AREAS SHALL BE KEPT CLEAR OF EARTH MATERIAL AND DEBRIS. THE SITE SHALL BE MAINTAINED SO AS TO MINIMIZE SEDIMENT-LOADED RUNOFF TO ANY STORM DRAINAGE SYSTEM, INCLUDING EXISTING DRAINAGE SWALES AND WATERCOURSES.
- CONSTRUCTION OPERATIONS SHALL BE CARRIED OUT IN SUCH A MANNER THAT EROSION AND WATER POLLUTION WILL BE MINIMIZED. COMPLIANCE WITH FEDERAL, STATE AND LOCAL LAWS CONCERNING POLLUTION SHALL BE MAINTAINED AT ALL TIMES.
- CONTRACTOR SHALL PROVIDE DUST CONTROL AS REQUIRED BY THE APPROPRIATE FEDERAL, STATE AND LOCAL AGENCY REQUIREMENTS.
- ALL MATERIALS NECESSARY FOR THE APPROVED EROSION CONTROL MEASURES SHALL BE IN PLACE BY OCTOBER 15TH.
- EROSION CONTROL SYSTEMS SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE RAINY SEASON, OR FROM OCTOBER 15TH THROUGH APRIL 15TH, WHICHEVER IS LONGER.
- IN THE EVENT OF RAIN, ALL GRADING WORK IS TO CEASE IMMEDIATELY AND THE SITE IS TO BE SEALED IN ACCORDANCE WITH THE APPROVED EROSION CONTROL MEASURES AND APPROVED EROSION CONTROL PLAN.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR CHECKING AND REPAIRING EROSION CONTROL SYSTEMS AFTER EACH STORM.
- ADDITIONAL EROSION CONTROL MEASURES MAY BE REQUIRED BY CITY'S ENGINEERING DEPARTMENT OR BUILDING OFFICIALS.
- MEASURES SHALL BE TAKEN TO COLLECT OR CLEAN ANY ACCUMULATION OR DEPOSIT OF DIRT, MUD, SAND, ROCKS, GRAVEL OR DEBRIS ON THE SURFACE OF ANY STREET, ALLEY OR PUBLIC PLACE OR IN ANY PUBLIC STORM DRAIN SYSTEMS. THE REMOVAL OF AFORESAID SHALL BE DONE BY STREET SWEEPING OR HAND SWEEPING. WATER SHALL NOT BE USED TO WASH SEDIMENTS INTO PUBLIC OR PRIVATE DRAINAGE FACILITIES.
- EROSION CONTROL MEASURES SHALL BE ON-SITE FROM SEPTEMBER 15TH THRU APRIL 15TH.
- ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE RAINY SEASON OR FROM OCTOBER 15 THRU APRIL 15, WHICHEVER IS GREATER.

EROSION CONTROL MEASURES:

- THE FACILITIES SHOWN ON THIS PLAN ARE DESIGNED TO CONTROL EROSION AND SEDIMENT DURING THE RAINY SEASON, OCTOBER 15TH TO APRIL 15. EROSION CONTROL FACILITIES SHALL BE IN PLACE PRIOR TO OCTOBER 15TH OF ANY YEAR. GRADING OPERATIONS DURING THE RAINY SEASON WHICH LEAVE DORMANT SLOPES SHALL BE PROTECTED WITH EROSION CONTROL MEASURES IMMEDIATELY FOLLOWING GRADING ON THE SLOPES.
- SITE CONDITIONS AT TIME OF PLACEMENT OF EROSION CONTROL MEASURES WILL VARY. APPROPRIATE ACTION INCLUDING TEMPORARY SWALES, INLETS, HYDROSEEDING, STRAW BALES, ROCK SACKS, ETC. SHALL BE TAKEN TO PREVENT EROSION AND SEDIMENTATION FROM LEAVING SITE. EROSION CONTROL MEASURES SHALL BE ADJUSTED AS THE CONDITIONS CHANGE AND THE NEED OF CONSTRUCTION SHIFT.
- CONSTRUCTION ENTRANCES SHALL BE INSTALLED PRIOR TO COMMENCEMENT OF GRADING. ALL CONSTRUCTION TRAFFIC ENTERING ONTO THE PAVED ROADS MUST CROSS THE STABILIZED CONSTRUCTION ENTRANCES. CONTRACTOR SHALL MAINTAIN STABILIZED ENTRANCE AT EACH VEHICLE ACCESS POINT TO EXISTING PAVED STREETS. ANY MUD OR DEBRIS TRACKED ONTO PAVED STREETS SHALL BE REMOVED DAILY AND AS REQUIRED BY THE GOVERNING AGENCY.
- ALL EXPOSED SLOPES THAT ARE NOT VEGETATED SHALL BE HYDROSEEDING. IF HYDROSEEDING IS NOT USED OR IS NOT EFFECTIVE BY OCTOBER 15, THEN OTHER IMMEDIATE METHODS SHALL BE IMPLEMENTED, SUCH AS EROSION CONTROL BLANKETS, OR A THREE-STEP APPLICATION OF 1) SEED, MULCH, FERTILIZER 2) BLOWN STRAW 3) TOPSOIL AND MULCH. HYDROSEEDING SHALL BE IN ACCORDANCE WITH THE PROVISIONS OF SECTION 207 EROSION CONTROL AND HIGHWAY PLANTING OF THE STANDARD SPECIFICATION OF THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION, AS LAST REVISED. REFER TO THE EROSION CONTROL SECTION OF THE GRADING SPECIFICATIONS THAT ARE A PART OF THIS PLAN SET FOR FURTHER INFORMATION.
- INLET PROTECTION SHALL BE INSTALLED AT OPEN INLETS TO PREVENT SEDIMENT FROM ENTERING THE STORM DRAIN SYSTEM. INLETS NOT USED IN CONJUNCTION WITH EROSION CONTROL ARE TO BE SLOOED TO PREVENT ENTRY OF SEDIMENT. MINIMUM INLET PROTECTION SHALL CONSIST OF A ROCK SACKS OR AS SHOWN ON THIS PLAN.
- THIS EROSION AND SEDIMENT CONTROL PLAN MAY NOT COVER ALL THE SITUATIONS THAT MAY ARISE DURING CONSTRUCTION DUE TO UNANTICIPATED FIELD CONDITIONS. VARIATIONS AND ADDITIONS MAY BE MADE TO THIS PLAN IN THE FIELD. A REPRESENTATIVE OF LEA & BRAZE ENGINEERING SHALL PERFORM A FIELD REVIEW AND MAKE RECOMMENDATIONS AS NEEDED. CONTRACTOR IS RESPONSIBLE TO NOTIFY LEA & BRAZE ENGINEERING AND THE GOVERNING AGENCY OF ANY CHANGES.
- THE EROSION CONTROL MEASURES SHALL CONFORM TO THE CITY STANDARDS AND THE APPROVAL OF CITY'S ENGINEERING DEPARTMENT.
- STRAW ROLLS SHALL BE PLACED AT THE TOE OF SLOPES AND ALONG THE DOWNSLOPE PERIMETER OF THE PROJECT. THEY SHALL BE PLACED AT 35 FOOT INTERVALS ON GRADED SLOPES. PLACEMENT SHALL RUN WITH THE CONTOURS AND ROLLS SHALL BE THOROUGHLY ENLIGHTENED. CONTRACTOR SHALL REFER TO MANUFACTURER'S SPECIFICATIONS FOR PLACEMENT AND INSTALLATION INSTRUCTIONS.

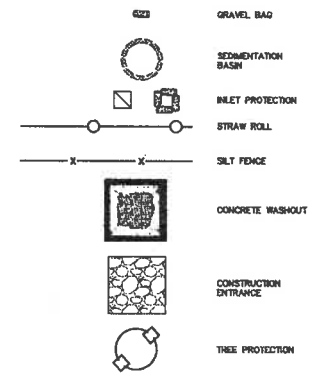
PERIODIC MAINTENANCE:

- MAINTENANCE IS TO BE PERFORMED AS FOLLOWS:
 - DAMAGES CAUSED BY SOIL EROSION OR CONSTRUCTION SHALL BE REPAIRED AT THE END OF EACH WORKING DAY.
 - SWALES SHALL BE INSPECTED PERIODICALLY AND MAINTAINED AS NEEDED.
 - SEDIMENT TRAPS, BENS, AND SWALES ARE TO BE INSPECTED AFTER EACH STORM AND REPAIRS MADE AS NEEDED.
 - SEDIMENT SHALL BE REMOVED AND SEDIMENT TRAP RESTORED TO ITS ORIGINAL DIMENSIONS WHEN SEDIMENT HAS ACCUMULATED TO A DEPTH OF 1' FOOT.
 - SEDIMENT REMOVED FROM TRAP SHALL BE DEPOSITED IN A SUITABLE AREA AND IN SUCH A MANNER THAT IT WILL NOT ERODE.
 - FILLS AND GULLIES MUST BE REPAIRED.
- GRAVEL BAG INLET PROTECTION SHALL BE CLEANED OUT WHENEVER SEDIMENT DEPTH IS ONE HALF THE HEIGHT OF ONE GRAVEL BAG.
- STRAW ROLLS SHALL BE PERIODICALLY CHECKED TO ASSURE PROPER FUNCTION AND CLEANED OUT WHENEVER THE SEDIMENT DEPTH REACHED HALF THE HEIGHT OF THE ROLL.
- SILT FENCE SHALL BE PERIODICALLY CHECKED TO ASSURE PROPER FUNCTION AND CLEANED OUT WHENEVER THE SEDIMENT DEPTH REACHES ONE FOOT IN HEIGHT.
- CONSTRUCTION ENTRANCE SHALL BE REGRAVELLED AS NECESSARY FOLLOWING SLOTT/SOIL BUILDUP.
- ANY OTHER EROSION CONTROL MEASURES SHOULD BE CHECKED AT REGULAR INTERVALS TO ASSURE PROPER FUNCTION.

REFERENCES:

- CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD'S FIELD MANUAL FOR EROSION AND SEDIMENTATION CONTROL.
- CALIFORNIA STORM WATER QUALITY ASSOCIATION BEST MANAGEMENT PRACTICES HANDBOOK FOR CONSTRUCTION.

EROSION CONTROL LEGEND

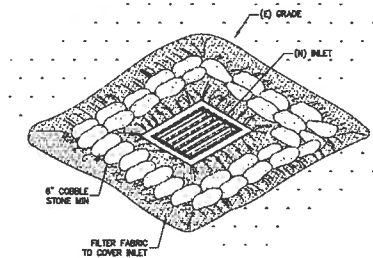


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MENLO PARK, CALIFORNIA 94025
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FAX (415) 321-1001
WWW.LEA-BRAZE.COM

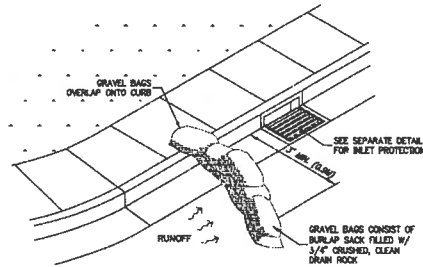
629 HARVARD AVENUE
MENLO PARK, CALIFORNIA

EROSION CONTROL
PLAN

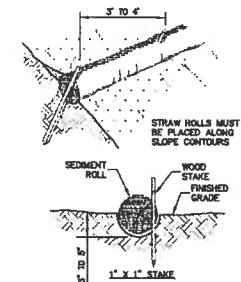
PLAN CHECK	1-15-15	RB
PLAN CHECK	2-10-15	RB
PLAN CHECK	3-10-15	RB
PLAN CHECK	4-10-15	RB
REVISIONS	BY	
JOB NO.	2141005	
DATE	12-23-14	
SCALE	1" = 10'	
DESIGN BY:	RB	
DRAWN BY:	WA	
SHEET NO.		



INLET PROTECTION
NTS

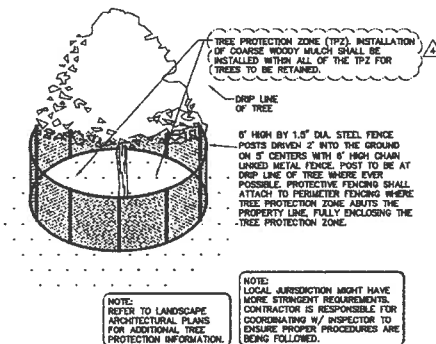


GRAVEL BAG DIKE
NTS

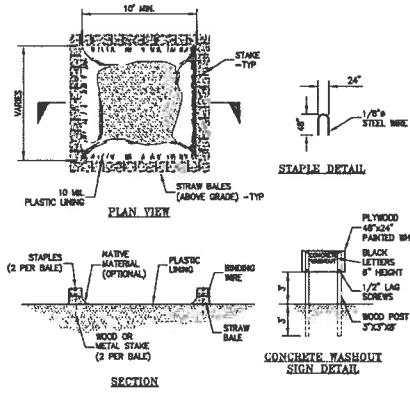


- NOTE:**
1. STRAW ROLL INSTALLATION REQUIRES THE PLACEMENT AND SECURE STAKING OF THE ROLL IN A TRENCH 3\"/>

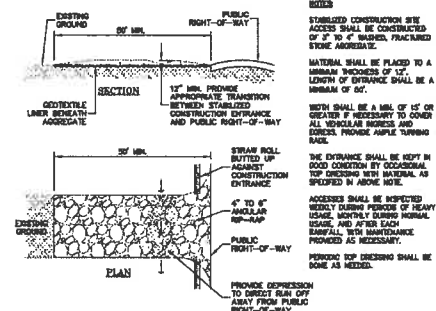
STRAW ROLLS
NTS



EXISTING TREE PROTECTION DETAIL
NTS



CONCRETE WASHOUT
NTS



STABILIZED CONSTRUCTION ENTRANCE
NTS (PER CITY STD. 06-16)



LEA & BRAZE ENGINEERING, INC.
CIVIL ENGINEERING & LANDSCAPE ARCHITECTURE
BAY AREA REGION
2405 INDUSTRIAL BLVD. #100
SAN FRANCISCO, CA 94134
(415) 778-1338
(415) 778-1339
(415) 778-1340
WWW.LEA-BRAZE.COM

629 HARVARD AVENUE
MENLO PARK, CALIFORNIA
SAN MATEO COUNTY
APR: 07-13-10

EROSION CONTROL
DETAILS

PLAN CHECK	1-1-10	RB
PLAN CHECK	2-1-10	RB
PLAN CHECK	3-1-10	RB
PLAN CHECK	4-1-10	RB
REVISIONS	BY	

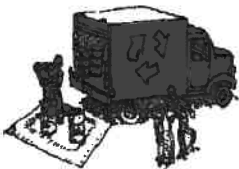
JOB NO. 2141005
DATE 12-23-14
SCALE NTS
DESIGN BY: NM
DRAWN BY: WA
SHEET NO.

ER-2
10 OF 11 SHEETS

Construction Best Management Practices (BMPs)

Construction projects are required to implement the stormwater best management practices (BMP) on this page, as they apply to your project, all year long.

Materials & Waste Management



Non-Hazardous Materials

- Store and cover stockpiles of sand, dirt or other construction material with tarps when rain is forecast or if not actively being used within 14 days.
- Use (but don't overuse) reclaimed water for dust control.

Hazardous Materials

- Label all hazardous materials and hazardous wastes (such as pesticides, paints, thinners, solvents, fuel oil, and antifreeze) in accordance with city, county, state and federal regulations.
- Store hazardous materials and wastes in water tight containers, secure in appropriate secondary containment, and cover them at the end of every work day, or during wet weather or when rain is forecast.
- Follow manufacturer's application instructions for hazardous materials and be careful not to use more than necessary. Do not apply chemicals outdoors when rain is forecast within 24 hours.
- Arrange for appropriate disposal of all hazardous wastes.

Waste Management

- Cover waste disposal containers securely with tarps at the end of every work day and during wet weather.
- Check waste disposal containers frequently for leaks and to make sure they are not overfilled. Never hose down a dumpster on the construction site.
- Clean or replace portable toilets, and inspect them frequently for leaks and spills.
- Dispose of all wastes and debris properly. Recycle materials and wastes that can be recycled (such as asphalt, concrete, aggregate base materials, wood, gypsum board, pipe, etc.).
- Dispose of liquid residues from paint, thinners, solvents, glues, and cleaning fluids as hazardous waste.

Construction Entrances and Perimeter

- Establish and maintain effective perimeter controls and stabilize all construction entrances and exits to sufficiently control erosion and sediment discharges from site and tracking off site.
- Sweep or vacuum any street tracking immediately and secure sediment source to prevent further tracking. Never hose down streets to clean up tracking.

Equipment Management & Spill Control



Maintenance and Parking

- Designate an area, fitted with appropriate BMPs, for vehicle and equipment parking and storage.
- Perform major maintenance, repair jobs, and vehicle and equipment washing off site.
- If fueling or vehicle maintenance must be done onsite, work in a bermed area away from storm drains and over a drip pan or drop cloth big enough to collect fluids. Recycle or dispose of fluids as hazardous waste.
- If vehicle or equipment cleaning must be done onsite, clean with water only in a bermed area that will not allow rinse water to run into gutters, streets, storm drains, or surface waters.
- Do not clean vehicle or equipment onsite using soaps, solvents, degreasers, or steam cleaning equipment.

Spill Prevention and Control

- Keep spill cleanup materials (e.g., rags, absorbents and cat litter) available at the construction site at all times.
- Inspect vehicles and equipment frequently for and repair leaks promptly. Use drip pans to catch leaks until repairs are made.
- Clean up spills or leaks immediately and dispose of cleanup materials properly.
- Do not hose down surfaces where fluids have spilled. Use dry cleanup methods (absorbent materials, cat litter, and/or rags).
- Sweep up spilled dry materials immediately. Do not try to wash them away with water, or bury them.
- Clean up spills on dirt areas by digging up and properly disposing of contaminated soil.
- Report significant spills immediately. You are required by law to report all significant releases of hazardous materials, including oil. To report a spill: 1) Dial 911 or your local emergency response number; 2) Call the Governor's Office of Emergency Services Warning Center, (800) 852-7550 (24 hours).

Earthmoving



- Schedule grading and excavation work during dry weather.
- Stabilize all denuded areas, install and maintain temporary erosion controls (such as erosion control fabric or bonded fiber mats) until vegetation is established.
- Remove existing vegetation only when absolutely necessary, and seed or plant vegetation for erosion control on slopes or where over-irrigation is not immediately planned.
- Prevent sediment from migrating offsite and protect storm drain inlets, gutters, ditches, and drainage courses by installing and maintaining appropriate BMPs, such as fiber rolls, silt fences, sediment basins, gravel bags, berms, etc.
- Keep excavated soil on site and transfer it to dump trucks on site, not in the streets.

Contaminated Soils

- If any of the following conditions are observed, test for contamination and contact the Regional Water Quality Control Board:
 - Unusual soil conditions, discoloration, or odor.
 - Abandoned underground tanks.
 - Abandoned wells.
 - Buried barrels, debris, or trash.

Paving/Asphalt Work

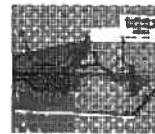


- Avoid paving and seal coating in wet weather or when rain is forecast, to prevent materials that have not cured from contacting stormwater runoff.
- Cover storm drain inlets and manholes when applying seal coat, tack coat, slurry seal, fog seal, etc.
- Collect and recycle or appropriately dispose of excess abrasive gravel or sand. Do NOT sweep or wash it into gutters.
- Do not use water to wash down fresh asphalt concrete pavement.

Seal Coating & Asphalt/Concrete Removal

- Protect nearby storm drain inlets when seal coating. Use filter fabric, catch basin inlet filters, or gravel bags to keep slurry out of the storm drain system.
- Shut off, absorb, or vacuum seal-out slurry and dispose of all waste as soon as you are finished in one location or at the end of each work day (whichever is sooner).
- If sawcut slurry enters a catch basin, clean it up immediately.

Concrete, Grout & Mortar Application



- Store concrete, grout, and mortar away from storm drains or waterways, and on pallets under cover to protect them from rain, runoff, and wind.
- Wash out concrete equipment/trucks offsite or in a designated washout area, where the water will flow into a temporary waste pit, and in a manner that will prevent leaching into the underlying soil or onto surrounding areas. Let concrete harden and dispose of as garbage.
- When washing exposed aggregate, prevent washwater from entering storm drains. Block any inlets and vacuum gutters, hose washwater onto dirt areas, or drain onto a bermed surface to be pumped and disposed of properly.

Landscaping



- Protect stockpiled landscaping materials from wind and rain by storing them under tarps all year-round.
- Stack bagged material on pallets and under cover.
- Discontinue application of any erodible landscape material within 2 days before a forecast rain event or during wet weather.

Painting & Paint Removal



Painting Cleanup and Removal

- Never clean brushes or rinse paint containers into a street, gutter, storm drain, or stream.
- Fix water-based paints: paint out brushes to the extent possible, and rinse into a drum that goes to the sanitary sewer. Never pour paint down a storm drain.
- For oil-based paints, paint out brushes to the extent possible and clean with thinner or solvent in a proper container. Filter and reuse thinners and solvents. Dispose of excess liquids as hazardous waste.
- Paint chips and dust from non-hazardous dry stripping and sand blasting may be swept up or collected in plastic drop cloths and disposed of as trash.
- Chemical paint stripping residues and chips and dust from manna paints or paints containing lead, mercury, or tributyltin must be disposed of as hazardous waste. Lead based paint removal requires a state-certified contractor.

Dewatering



- Discharges of groundwater or captured runoff from dewatering operations must be properly managed and disposed. When possible send dewatering discharge to landscaped area or sanitary sewer. If discharging to the sanitary sewer call your local wastewater treatment plant.
- Divert run-on water from offsite away from all disturbed areas.
- When dewatering, notify and obtain approval from the local municipality before discharging water to a street gutter or storm drain. Filtration or diversion through a basin, tank, or sediment trap may be required.
- In areas of known or suspected contamination, call your local agency to determine whether the ground water must be tested. Pumped groundwater may need to be collected and hauled off-site for treatment and proper disposal.

Storm drain polluters may be liable for fines of up to \$10,000 per day!



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 MENLO PARK, CA 94025
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 (415) 327-7000 FAX (415) 327-7001
 WWW.LEABRAZE.COM

629 HARVARD AVENUE
 MENLO PARK, CALIFORNIA

STORM WATER
 POLLUTION
 PREVENTION PLAN

PLAN CHECK	1-12-10	RB
PLAN CHECK	2-10-10	RB
PLAN CHECK	3-12-10	RB
PLAN CHECK	4-12-10	RB
REVISIONS	BY	
JOB NO.	2141005	
DATE	12-23-14	
SCALE	NO SCALE	
DESIGN BY	RB	
DRAWN BY	RA	
SHEET NO.		

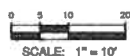
SW-1

11 OF 11 SHEETS



VICINITY MAP
NO SCALE

B28



SCALE: 1" = 10'

NOTES

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

BENCHMARK

CITY OF MIDLO PARK BIGHORN "JUNIO"
0.1 MILE SOUTHWEST OF THE SOUTHERN PACIFIC
COMPANY RAILROAD STATION, AT THE
INTERSECTION OF SANTA CRUZ AVENUE AND EL
CAMINO REAL (U.S. HIGHWAY 101), AT THE ELLIOTT
BUILDING, IN THE TOP PROJECTION OF THE
GRANITE BLOCK FOUNDATION, BETWEEN TWO
GRANITE BLOCK CURBS, 13.5 FEET SOUTHWEST
OF THE SOUTHEAST CURB OF THE AVENUE, 12.5
FEET NORTHEAST OF THE NORTHEAST CURB OF
THE HIGHWAY, 0.3 FOOT SOUTHWEST OF THE
BRICK WALL, AND 2.0 FEET ABOVE THE
SIDEWALK.
ELEVATION= 73.8' (NAD 88)

EASEMENT NOTE

THERE ARE NO EASEMENTS LISTED IN TITLE
REPORT PREPARED BY OLD REPUBLIC TITLE
COMPANY, ORDER NO. 0373004348-CI,
DATED SEPTEMBER 24, 2014.

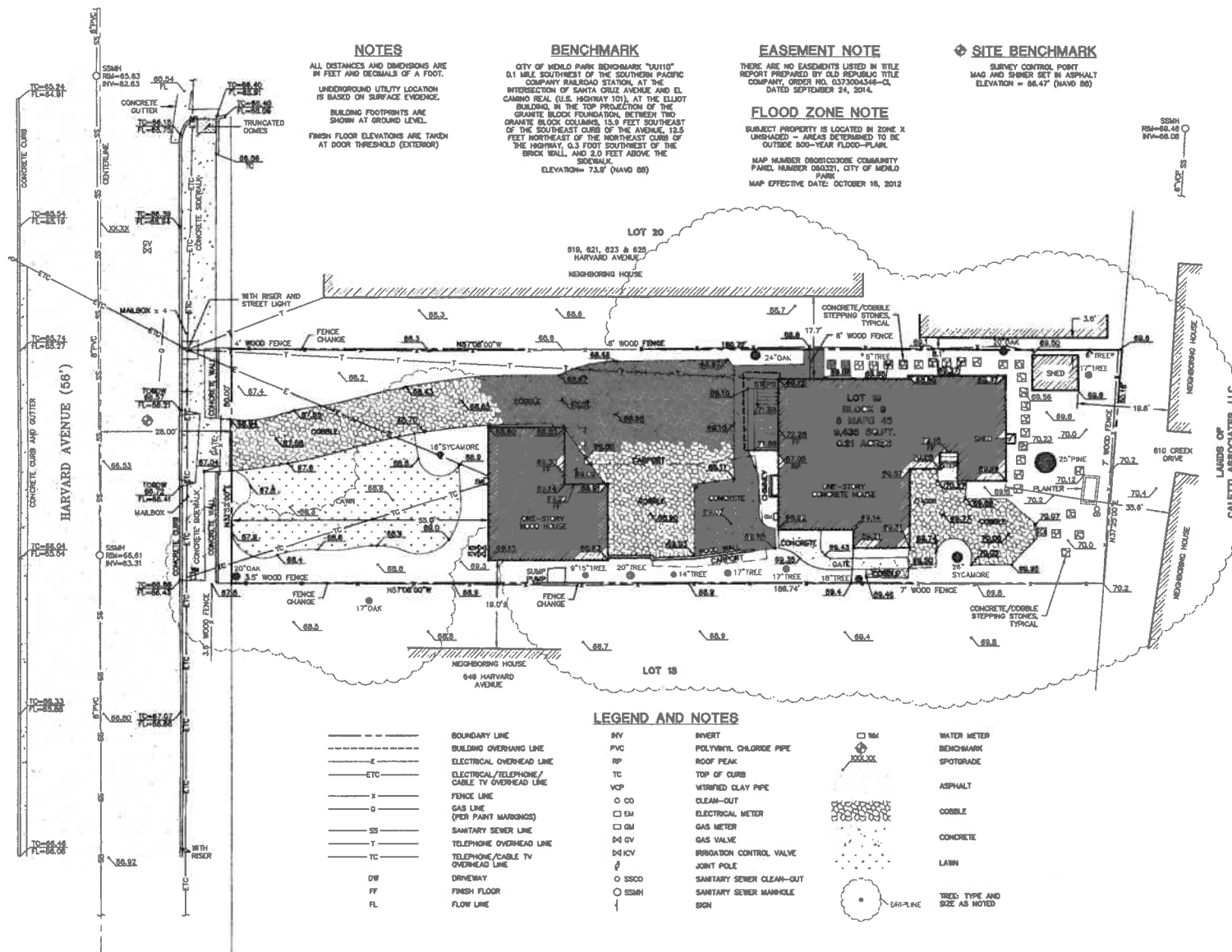
FLOOD ZONE NOTE

SUBJECT PROPERTY IS LOCATED IN ZONE X
UNSHADED - AREAS DETERMINED TO BE
OUTSIDE 500-YEAR FLOOD-PLAIN.















MAP NUMBER 06081C0306E COMMUNITY
PANEL NUMBER 060321, CITY OF MEHLO
PARK
MAP EFFECTIVE DATE: OCTOBER 18, 2012

◆ SITE BENCHMARK

SURVEY CONTROL POINT
MAG AND SHINER SET IN ASPHALT
ELEVATION = 86.47' (NAVD 86)



LEGEND AND NOTES

_____	BOUNDARY LINE	BY	INVERT		WATER METER
_____	BUILDING OVERHANG LINE	PVC	POLYVINYL CHLORIDE PIPE		BENCHMARK
_____E_____	ELECTRICAL OVERHEAD LINE	RP	ROOF PEAK		SPOTGRADE
_____ETC_____	ELECTRICAL/TELEPHONE/ CABLE TV OVERHEAD LINE	TC	TOP OF CURB		ASPHALT
_____F_____	FENCE LINE	WCP	WETTED CLAY PIPE		
_____G_____	GAS LINE (PER PAINT MARKINGS)	○ CO	CLEAN-OUT		COBBLE
_____SS_____	SANITARY SEWER LINE	□ GM	ELECTRICAL METER		
_____T_____	TELEPHONE OVERHEAD LINE	□ GM	GAS METER		
_____TC_____	TELEPHONE/CABLE TV OVERHEAD LINE	D4 DV	GAS VALVE		CONCRETE
		D4 KVC	IRRIGATION CONTROL VALVE		LAWN
		Ø	JOINT POLE		
DW	DRIVEWAY	○ SSCO	SANITARY SEWER CLEAN-OUT		
FF	FINISH FLOOR	○ SSBH	SANITARY SEWER MANHOLE		TREE TYPE AND SIZE AS NOTED
FL	FLOW LINE	Ø			EAR-PIPE

The seal of the State of California Department of Corrections is circular. It features the text "STATE OF CALIFORNIA" at the top and "DEPARTMENT OF CORRECTIONS" at the bottom. In the center, it says "EST. 1874".

LEA & BRAZE ENGINEERING, INC.
CIVIL ENGINEERS • LAND SURVEYORS

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ROSELIFE, CA 95661
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(F) (916) 797-7243
WWW.LEABRAZE.COM

BAY AREA REGION
19455 BALISTAR, PCTY WEST
CANTERBURY, CALIFORNIA 94545
(P) (510) 887-4008
(F) (510) 887-2001

629 HARVARD AVENUE
MENLO PARK, CALIFORNIA

NPN: 071-434-110

SAN MATEO COUNTY

TOPOGRAPHIC SURVEY

ADD'L INFO	DB
12-1B-14	
REVISIONS	BY
JOB NO:	2140994
DATE:	11-3-14
SCALE:	1" = 10'
DRAWN BY:	JN
SHEET NO:	

SU1

01 OF 01 SHEETS

629 Harvard Ave., Menlo Park

Project Description:

Applicant proposes to remove the existing one-story duplex and to build two new detached single family dwellings in its place. The proposed Craftsman-style homes will consist of a two story home at the front of the property and a single story home with basement at the rear of the property, with total floor area of 3,771.44 SF (39.96% FAR) where 3,774.4 SF is the maximum allowed. Both residences will consist of 4 bedrooms, 3 ½ bathrooms, dining rooms, kitchens and private yards off the great rooms.

A total of nine trees are proposed for removal. New landscaping is proposed for the entire lot, including eleven new trees.

Applicant has performed informal outreach with neighbors, including the single owner of all the adjacent properties (each side and rear), who did not express any concerns with the proposed project.

RECEIVED

JUL 07 2015

CITY OF MENLO PARK
BUILDING

Kielty Arborist Services

Certified Arborist WE#0476A

P.O. Box 6187

San Mateo, CA 94403

650-515-9783

November 6, 2014, revised June 24, 2015

Nejasmich Incorporated
Attn: Mr. Matt Nejasmich
1720 Crockett Lane
Hillsborough, CA 94010

Site: 629 Harvard, Menlo Park, CA

Dear Mr. Nejasmich,

As requested on Wednesday, November 5, 2014, I visited the above site to inspect and comment on the trees. A new development is planned for this site and your concern for the future health and safety of the trees has prompted this visit.

All inspections were made from the ground; the trees were not climbed for this inspection. The trees in question was located on a map provided by you. The trees were then measured for diameter at 54 inches above ground level (DBH or diameter at breast height). The trees were given a condition rating for form and vitality. The trees' condition rating is based on 50 percent vitality and 50 percent form, using the following scale.

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

The height of the tree was measured using a Nikon Forestry 550 Hypsometer. The spread was paced off. Comments and recommendations for future maintenance are provided.

629 Harvard/11/6/14

(2)

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
1	Coast live oak (<i>Quercus agrifolia</i>)	21.2	45	30/25	Good vigor, poor form, topped at 15 feet.
2*	Coast live oak (<i>Quercus agrifolia</i>)	14est	70	45/35	Good vigor, fair form, codominant at 12 feet.
3x	Tulip tree (<i>Liriodendron tulipifera</i>)	16.5	45	45/35	Good vigor, poor form, codominant at 25 feet from past toppings. Several low limbs Removed.
4x	Modesto ash (<i>Fraxinus velutina</i>)	17.1	50	50/35	Good vigor, poor form, suppressed.
5x	Modesto ash (<i>Fraxinus velutina</i>)	20.6	55	55/40	Good vigor, fair form.
6x	Modesto ash (<i>Fraxinus velutina</i>)	15.5	45	35/40	Fair vigor, fair form, codominant at 3 feet.
7x	Modesto ash (<i>Fraxinus velutina</i>)	17.5	45	40/35	Good vigor, poor form, suppressed, codominant at 5 feet.
8x	Zelkova (<i>Zelkova serrata</i>)	19.7	50	50/40	Good vigor, poor form, leans north.
9x	Zelkova (<i>Zelkova serrata</i>)	20est	50	45/40	Poor-fair vigor, fair form, heavily trimmed.
10x	Silver maple (<i>Acer saccharinum</i>)	28.4	40	45/40	Poor-fair vigor, poor form, history of limb loss. Decayed areas.
11x	Monterey pine (<i>Pinus radiata</i>)	58.3	45	70/60	Poor-fair vigor, poor form, multi leader at 5 feet with heavy leaders. In decline.
12	Zelkova (<i>Zelkova serrata</i>)	18.9	50	40/35	Good vigor, fair form, leans east.
13	Coast live oak (<i>Quercus agrifolia</i>)	21.6	60	40/40	Good vigor, fair form, heavy to the north.
14	Red oak (<i>Quercus rubrum</i>)	25.7	60	40/40	Good vigor, fair form, multi leader at 12

*indicates neighbor's tree. x indicates removal recommended

Summary:

The trees on site are a mix of native oaks and several species of imported trees. The oaks are in poor to fair condition with all having good vigor. The proposed construction should have only minor impacts to the oaks and no long term impacts.

The tulip tree #3 will be removed and replaced. The tree has poor form with decay in the trunk. Silver maple #10 will be removed and replaced. The tree has poor form with a history of limb failure. The tree is in decline. The large Monterey pine will also be removed. The tree is over-mature and has begun its decline. The pine tree should only live another 1-3 years and removal at the time of demolition is advised. The ashes and zelkovas (Trees #4-9) along the southwest property line will be removed. The trees are not good candidates for retention and will be replaced. The removed trees will be replaced as required by the city of Menlo Park at the time of landscaping.

The remaining trees will be retained, impacts will be minor to significant.

The following impacts are expected for the retained trees:

- Tree #1, Live oak impacts are expected to be minor to non-existent with no long term impacts.
- Tree #2, live oak impacts are expected to be minor with less than 10 percent root damage expected. No long term impacts are expected.
- Tree #12, Zelkova will have minor impacts with less than 15 percent of root loss. Long term impacts are expected to be minor to non-existent.
- Tree #13, coast live oak is on the property line, root loss is expected to be minor (less than 10 percent. No long term impacts are expected.
- Tree #14 a red oak will have minor impacts including the driveway impacts will be minor with no long term impacts expected.

General Site Protection Measures

The site arborist will be on site when excavation or drilling is being carried out inside the drip line of any tree to be retained. The site arborist will also be on site during the basement excavation including the excavation for the light wells. Inspection reports with mitigating measures will be provided at the time of excavation inspections.

The retained trees should be fertilized 2 weeks prior to the start of excavation at a rate of 10 gallons per inch of trunk diameter. The tank mix for the fertilization should be 10 pounds of 22-14-14 per 100 gallons of water. The following tree protection plan will help to reduce hazards to desired trees.

Tree Protection Fencing

Tree protection zones should be established and maintained throughout the entire length of the project. Fencing for the protection zones should be 6 foot tall metal chain link type supported by 2 inch metal poles pounded into the ground by no less than 2 feet. The support poles should be spaced no more than 10 feet apart on center. The location for the protection fencing should be as close to the dripline as possible still allowing room for construction to safely continue. Signs should be placed on fencing signifying "Tree Protection Zone - Keep Out". No materials or equipment should be stored or cleaned inside the tree protection zones. Areas outside the fencing but still beneath the dripline of protected trees, where foot traffic is expected to be heavy, should be mulched with 4 to 6 inches of chipper chips. Tree protection fencing will be inspected by the site arborist prior to the start of demolition and construction.

Irrigation

Normal irrigation should be maintained throughout the entire length of the project. The native oak trees (Trees #1, 2 & 13) should not require any irrigation during the warm season unless its root zone has been traumatized. The zelkova (Tree #12) and the red oak (Tree #14) will require regular irrigation 2 times a month. If any trees on this site are traumatized they should receive heavy flood type irrigation 2 times a month. During the fall and winter 1 time a month should suffice. Mulching the root zone of protected trees will help the soil retain moisture, thus reducing water consumption. The fertilization of the trees prior to the start of construction will help to improve vigor which will help the trees survive the construction.

Inspections

The city of Menlo Park requires an inspection of the tree protection prior to the start of demolition or construction. The inspection will be carried out by the site arborist with a letter documenting the inspection. Other inspections will be on an as needed basis.

Specific Tree Protection Measures for each heritage tree to be retained

Tree #1 Coast Live Oak, 21.2" diameter, located near front right corner of property near sidewalk

Tree 1 is located near a sidewalk. Demolition of the sidewalk should be performed with hand tools only. A root excavation should be performed following the path of trenching for utility services to determine the number and size of roots that might require pruning. Trenches should be backfilled as soon as possible with native material and compacted to near original level. Trenches that must be left exposed for a period of time should also be covered with layers of burlap or straw wattle and kept moist. Plywood over the top of the trench will also help protect exposed roots below.

Tree #1 will have the protection fencing at a minimum of 6 feet from the trunk, extending to 15 feet where possible.

Tree #2 Coast Live Oak, 14" diameter, located on neighbor's property adjacent to porch of front residence

Tree # 2 is located in near new property line fencing installation, underground sanitary sewer and storm drain work, and the wrap-around side concrete porch of the front residence.

Holes for support posts of property line fencing shall be hand dug and located to avoid protected roots.

Trenching for sanitary sewer and storm drain lines should be hand dug when beneath the drip line of Tree #2. Hand digging and carefully laying pipes below or beside protected roots will dramatically reduce root loss, thus reducing trauma to the entire tree. Trench should be backfilled as soon as possible with native material and compacted to near its original level. If trench must be left exposed for a period of time, it should also be covered with layers of burlap or straw wattle and kept moist. Plywood over the top of the trench will also help protect exposed roots below.

The installation of the concrete patio will encroach on the root zone of Tree #2. The excavation for the patio will be dug by hand. Insignificant roots less than 1.5 inches in diameter can be severed. Larger roots will be inspected by the site arborist. Geo-grid fabric and compatible base rock will be used when within the driplines of protected trees. The Geo-grid fabric and base rock reduces compaction impacts to the trees.

Tree #2, will have the protection fencing at a minimum of six feet from the trunk and extending to 15 feet where possible.

Tree #12 Zelkova 18.9" diameter, located near back left corner of lot

Tree #12 is located near new property line fence installation, underground storm drain work, and the rear concrete patio of the rear residence.

Holes for support posts of property line fencing shall be hand dug and located to avoid protected roots.

Storm drain lines should be located as far as possible from Tree #12 to protect root structure. Trenching for storm drain lines should be hand dug when beneath the drip line of Tree #12. Hand digging and carefully laying pipes below or beside protected roots will dramatically reduce root loss of desired trees thus reducing trauma to the entire tree. Trench should be backfilled as soon as possible with native material and compacted to near its original level. Trench that must

be left exposed for a period of time should also be covered with layers of burlap or straw wattle and kept moist. Plywood over the top of the trench will also help protect exposed roots below.

The installation of the concrete patio will encroach on the root zone of Tree #12. The excavation for the patio will be dug by hand. Insignificant roots less than 1.5 inches in diameter can be severed. Larger roots will be inspected by the site arborist. Geo-grid fabric and compatible base rock will be used when within the drip line. The Geo-grid fabric and base rock reduces compaction impacts to the trees.

Tree #12 Zelkova will have the tree protection at eight feet extending to 15 feet where possible.

Tree # 13 Coast Live Oak, 21.6" diameter, located along left property line adjacent to rear patio of rear house

Tree #13 is located near new property line fence installation, underground storm drain work, light well excavation and the rear concrete patio of the rear residence.

Holes for support posts of property line fencing shall be hand dug and located to avoid protected roots.

Storm drain lines should be located as far as possible from Tree #13 to protect root structure. Trenching for storm drain lines should be hand dug when beneath the drip line of Tree #13. Hand digging and carefully laying pipes below or beside protected roots will dramatically reduce root loss of desired trees thus reducing trauma to the entire tree. Trench should be backfilled as soon as possible with native material and compacted to near its original level. Trench that must be left exposed for a period of time should also be covered with layers of burlap or straw wattle and kept moist. Plywood over the top of the trench will also help protect exposed roots below.

The installation of the concrete patio will encroach on the root zone of Tree #13. The excavation for the patio will be dug by hand. Insignificant roots less than 1.5 inches in diameter can be severed. Larger roots will be inspected by the site arborist. Geo-grid fabric and compatible base rock will be used when within the drip lines of protected trees. The Geo-grid fabric and base rock reduces compaction impacts to the trees.

Vertical shoring will be installed at light well excavations to help support the walls of the site and reduce the over-dig for excavation. Vertical shoring is to be piers drilled deep into the ground outside of a basement excavation and filled with rebar and concrete. The shoring will reduce the over-dig for the foundation by 3-5 feet. The site arborist will inspect the drill holes and will provide mitigating measures at that point.

For Tree #13 coast live oak, the protection will be at six feet and extending to 15 feet where possible.

Tree # 14 Red Oak, 25.7" diameter, located along left property line near driveway and garage of rear home

Tree #14 is located near new property line fence installation, underground storm drain work, garage slab construction and driveway construction.

Holes for support posts of property line fencing shall be hand dug and located to avoid protected roots.

Storm drain lines should be located as far as possible from Tree #14 to protect root structure. Trenching for storm drain lines should be hand dug when beneath the drip line of Tree #14. Hand digging and carefully laying pipes below or beside protected roots will dramatically reduce root loss of desired trees thus reducing trauma to the entire tree. Trench should be backfilled as soon as possible with native material and compacted to near its original level. Trench that must be left exposed for a period of time should also be covered with layers of burlap or straw wattle and kept moist. Plywood over the top of the trench will also help protect exposed roots below.

Garage slab construction should be slab-on-grade to minimize excavation depth. The excavation for the garage will be dug by hand. Insignificant roots less than 1.5 inches in diameter can be severed. Larger roots will be inspected by the site arborist. Geo-grid fabric and compatible base rock will be used when within the drip lines of protected trees. The Geo-grid fabric and base rock reduces compaction impacts to the trees.

For Red Oak Tree #14 will have the tree protection at 6 feet, extending to 15 feet where possible.

The information included in this report is believed to be true and based on sound arboricultural principles and practices.

Sincerely,

Kevin R. Kielty
Certified Arborist WE#0476A



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF JULY 13, 2015
AGENDA ITEM D3

LOCATION:	125 Constitution Drive	APPLICANT:	Atieva USA, Inc.
EXISTING USE:	Research & Development	PROPERTY OWNER:	125 Constitution Associates, L.P.
PROPOSED USE:	Research & Development	APPLICATION:	Use Permit
ZONING:	M-3(X) (Commercial Business Park District)		

PROPOSAL

The applicant is requesting a use permit for the storage and use of hazardous materials related to the assembly, testing, and development of electric vehicles and related electric vehicle components within an existing building in the M-3(X) (Commercial Business Park) zoning district. All hazardous materials would be used and stored within the building.

ANALYSIS

Site Location

The project site is an existing office and R&D building located at 125 Constitution Drive, just south of the Bayfront Expressway between Marsh Road and Chrysler Drive. The applicant, Atieva USA, Inc., recently consolidated its operations in Menlo Park and is currently leasing the building at the subject site. The property is part of the Menlo Gateway development, but the current focus of activity for that project is centered around the proposed hotel and office building on the Independence Drive site, located to the south. The Constitution Drive portion of the Menlo Gateway project is anticipated to be redeveloped in a later phase.

The neighboring parcels along the north side of Constitution Drive are part of the M-3(X) zoning district, and consist primarily of vacant land and vacant office buildings where the Menlo Gateway project will eventually be constructed. Parcels along the south side of Constitution Drive are zoned M-2 (General Industrial) and feature a variety of warehouse, light manufacturing, R&D, and office uses. The closest residential uses are located along Rolison Road in the City of Redwood City, approximately 1,700 feet

southwest of the subject property. The subject building is located approximately 450 feet south of the entrance to Bedwell Bayfront Park, bordering the San Francisco Bay.

Project Description

Atieva USA, Inc. was founded in 2007 and is involved in the development of electric vehicles and electric vehicle components. The company recently consolidated its headquarters and American operations at the subject site in Menlo Park from various offices around the region, and is currently active at the site, conducting tasks that do not require hazardous materials use permit approval. From its current base of 85 employees, the company anticipates that it may grow to many as 300 employees over the next two years. Many of these employees will be involved in research and development activities that could involve the use of various chemicals related to the company's development plan. The applicant has submitted a project description letter (Attachment C) that describes the proposal in more detail. No changes to the exterior of the building or the site layout are proposed as part of the current request.

Proposed Hazardous Materials

Proposed chemicals to be used at the project location include automotive oils, greases, cleaners, adhesive, body fillers, paint and resins, primarily within the garage and workshop locations; industrial equipment lubricants and cleaners to be used throughout the lab spaces; and lithium-ion battery cells to be used primarily within the company's battery lab. Some of these chemicals are considered flammable liquids, combustible liquids, nonflammable gases, and flammable gases. 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.

All personnel handling the hazardous materials would be properly trained on the management of chemicals and waste. Except for amounts in daily use, all flammable materials would be stored in fire resistant safety cabinets and segregated by hazard class. Liquid wastes would be secondarily contained. The largest hazardous waste container would be five gallons. Licensed contractors are intended to be used to haul off and dispose of the hazardous waste.

The Hazardous Materials Information Form, included as Attachment D, outlines the types and quantities of chemicals that would be used and stored, and includes information on how hazardous materials are handled, stored and monitored; how employees are trained to handle hazardous materials; and procedures in place in case of a hazardous materials emergency. The applicant has submitted a comprehensive chemical inventory (Attachment E) that identifies the projected storage quantities for the proposed chemicals.

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. 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. The request has been approved by the relevant agencies with no unique conditions identified. The proposed use permit would allow a new Menlo Park business continue to develop and grow. 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 Professional Design, consisting of seven plan sheets, dated received May 12, 2015, and approved by the Planning Commission on July 13, 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 business plan to the Planning Division for review by the applicable agencies to determine whether the new hazardous materials business plan is in substantial compliance with the use permit.

Report prepared by:
Tom Smith
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

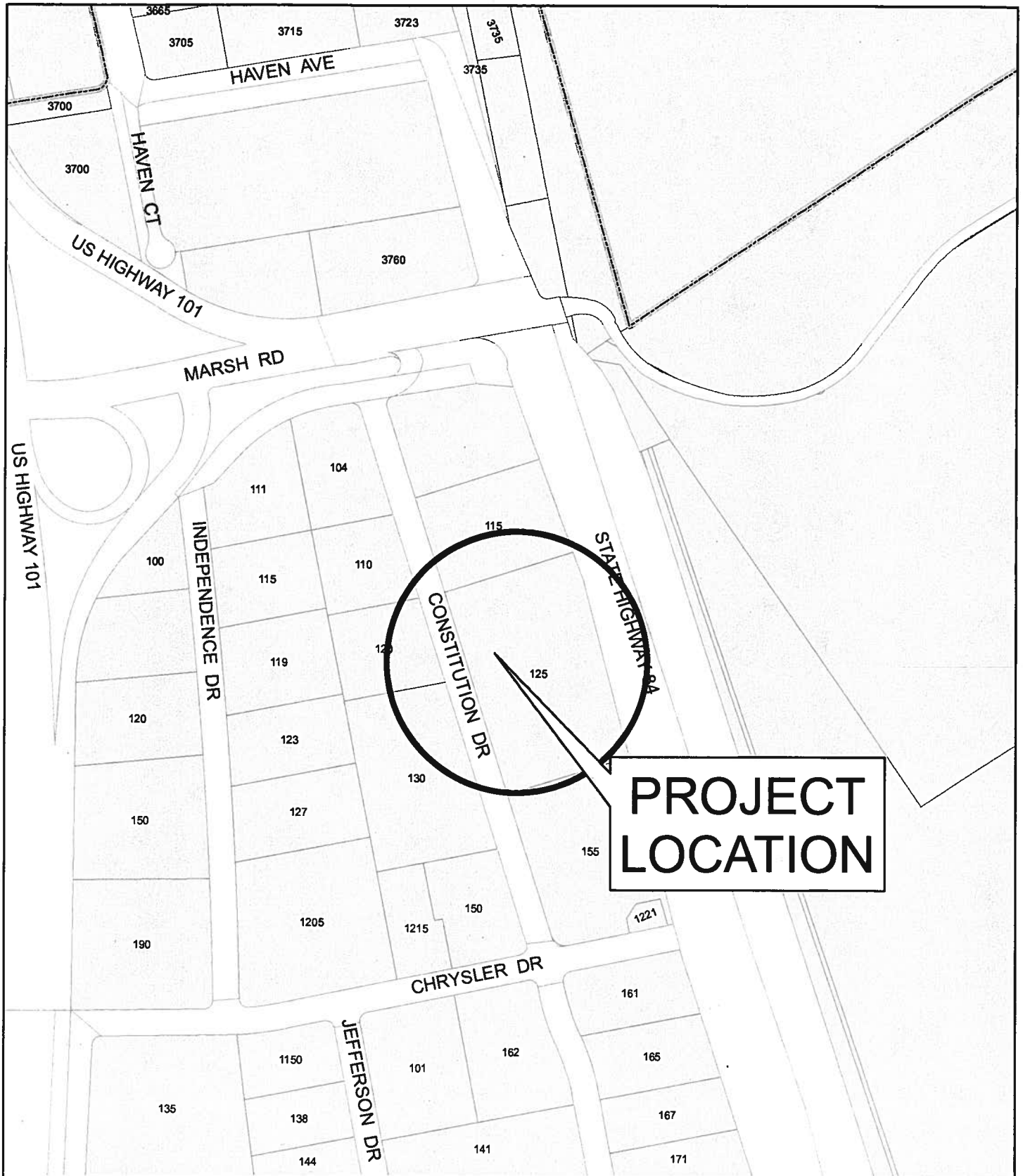
- D. Hazardous Materials Information Form
- E. Chemical Inventory
- F. Hazardous Materials Agency Referral Forms:
 - Menlo Park Fire Protection District
 - San Mateo County Environmental Health Department
 - West Bay Sanitary District
 - Menlo Park Building Division

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.

V:\STAFFRPT\PC\2015\071315 - 125 Constitution Drive.doc



CITY OF MENLO PARK

LOCATION MAP

125 CONSTITUTION DRIVE

DRAWN: TAS CHECKED: TAS DATE: 07/13/15 SCALE: 1" = 300' SHEET: 1



(A1)

ATIEVA

TENANT IMPROVEMENTS, 125 & 135 CONSTITUTION DR. MENLO PARK, CA. 94025

RECEIVED

MAY 12 2015

SCOPE OF WORK

CITY OF MENLO PARK
BUILDING

USE PERMIT FOR :
THE USE AND STORAGE OF CHEMICAL MATERIAL.

REVISIONS	BY

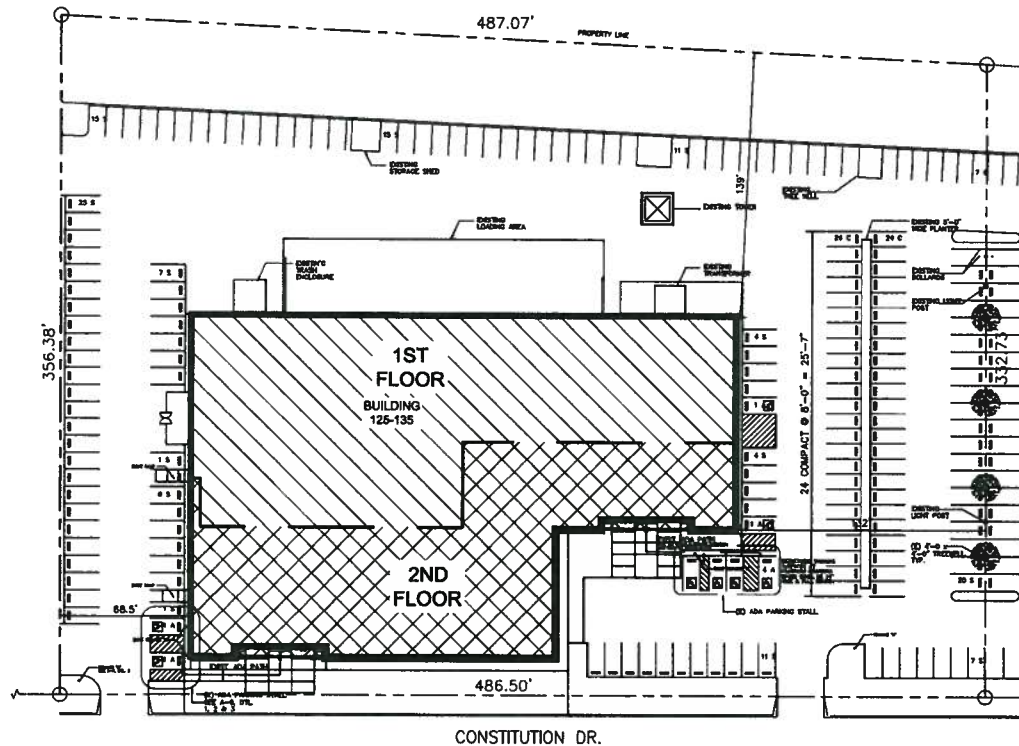


PROFESSIONAL DESIGN
12288 SANDLEY DR #102 CUPERTINO, CA. 95044
TEL: (408) 996-7988, FAX: (408) 996-7809

TITLE SHEET
AND SITE PLAN

ATIEVA
TENANT IMPROVEMENTS
125&135 CONSTITUTION DR.
MENLO PARK, CA. 94025

Date 04/22/15
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Job PD433-125
Sheet
A-1
Of N Sheets



SITE PLAN

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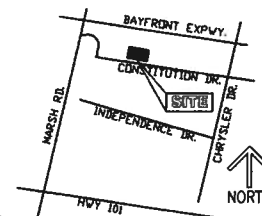
GENERAL NOTES

1. ALL WORKS SHALL CONFORM TO FOLLOWING CODES 2013 CBC, CMC, CPC, CEC, 2013 CALIFORNIA ENERGY REQUIREMENTS AND LOCAL ORDINANCES.
2. GENERAL CONTRACTOR (G.C.) SHALL VERIFY ALL FIELD CONDITION & DIM. OF WORK ON PLAN AS TO PROPOSE IMPROVEMENT AT JOB SITE & NOTIFY THE ARCHITECT OF ANY DISCREPANCIES PRIOR TO COMMENCING WORK.
3. G.C. SHALL FAMILIARIZE HIMSELF WITH ALL CONDITIONS OF THE PROJECT & BE RESPONSIBLE FOR ALL WORKS NEED TO COMPLETE THE PROJECT.
4. G.C. SHALL REMOVE ALL CONSTRUCTION DEBRIS FROM THE PREMISES.

SHEET INDEX

- A-1 TITLE SHEET AND SITE PLAN
- A-2 1ST FLOOR PLAN
- A-3 2ND FLOOR PLAN
- A-4 ELEVATIONS
- A-5 ROOF PLAN

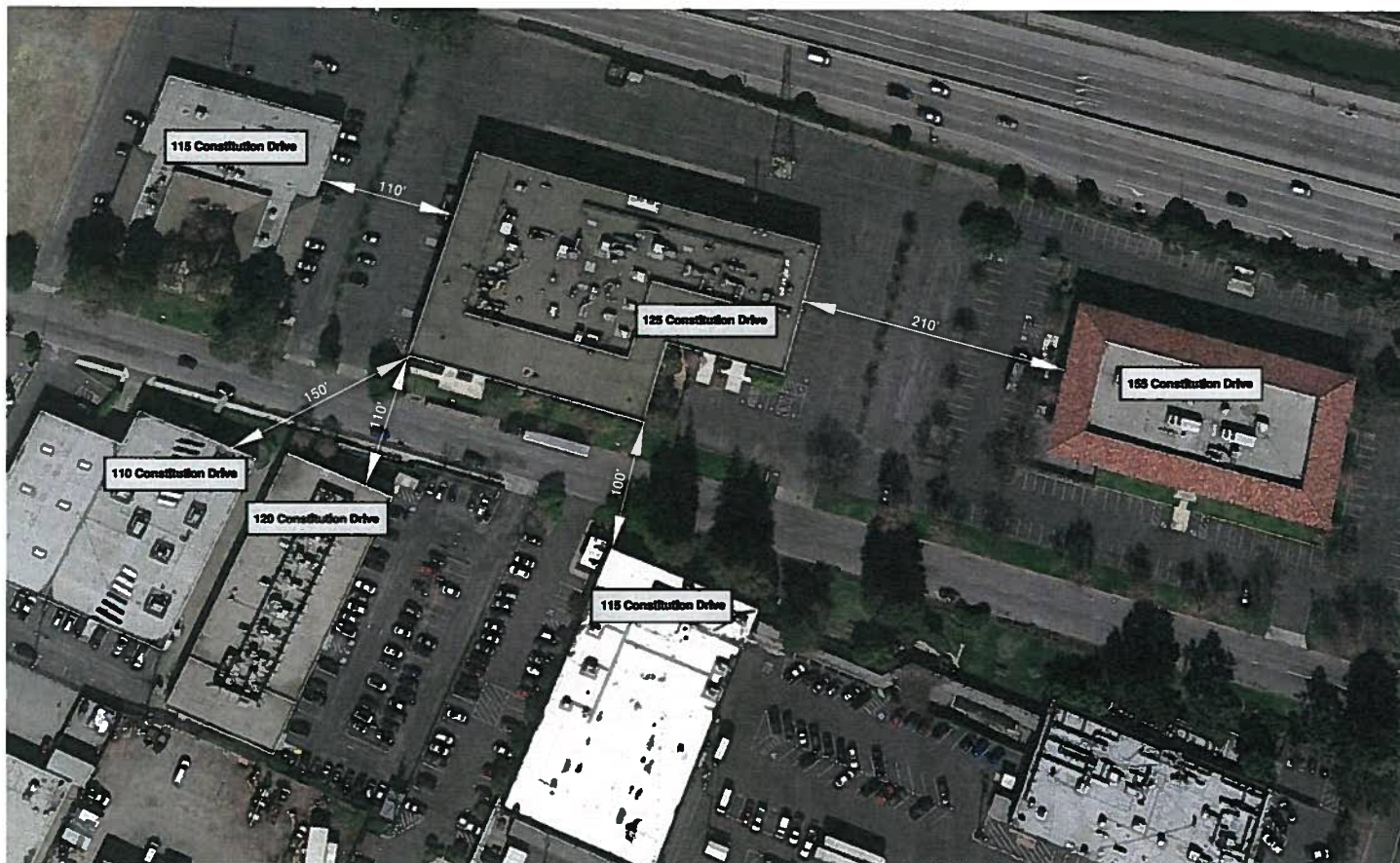
VICINITY MAP



PROJECT DATA

APN: 055-023-026
ADDRESS: 125 CONSTITUTION DR.
ZONE: M3X
OCCUPANCY: B & F-1
TYPE OF CONST.: B-A
AUTO. FIRE SPRINKLER: YES
LOT SIZE: 147,887 S.F.
BLDG. AREA:
1ST: 44,523
2ND: 19,077
TOTAL: 63,600 (4,497 S.F.)
SITE COVERAGE: EXISTING
NUMBER OF STORY: 2 STORY, 29'-0"
PARKING STALL: STANDARD: 127
COMPACT: 55
TOTAL: 182
ALLOWABLE FLOOR AREA: UNLIMITED AREA, PER 2013 CBC 507.4

B2



Distances are approximate per Google Earth 2015.

<p>Legend:</p>	 <p>Green Environment inc www.greenenvironment.com</p>	<p>Drawing Name: SITE MAP</p> <p>Address: Aticva 125 Constitution Drive Menlo Park, California</p>	<p>Drawn by: KA</p> <p>Date: 04-27-2015</p> <p>Scale:</p> <p>Job #: R151122</p> <p>Figure #: Figure 1</p>
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1ST FLOOR PLAN

ATIEVA
TENANT IMPROVEMENTS
125&135 CONSTITUTION DR.
MENLO PARK CA 94025

Date 04/22/1
Scale AS SHOW
Drawn DP
Job PD433-12
Sheet
A-2



EXIST. WALL TO REMAIN

NEW EX STUB WALL W/ GYP. BD

**Shaded areas
represent potential
hazardous materials
use/storage**

VERIFY EXISTING OR PROVIDE BRAILLED & TACTILE
"EXIT" SIGN AT GRADE EXIT DOORS PER CBC 1011.3.

1ST FLOOR PLAN

Rev 4/28/15 GEI

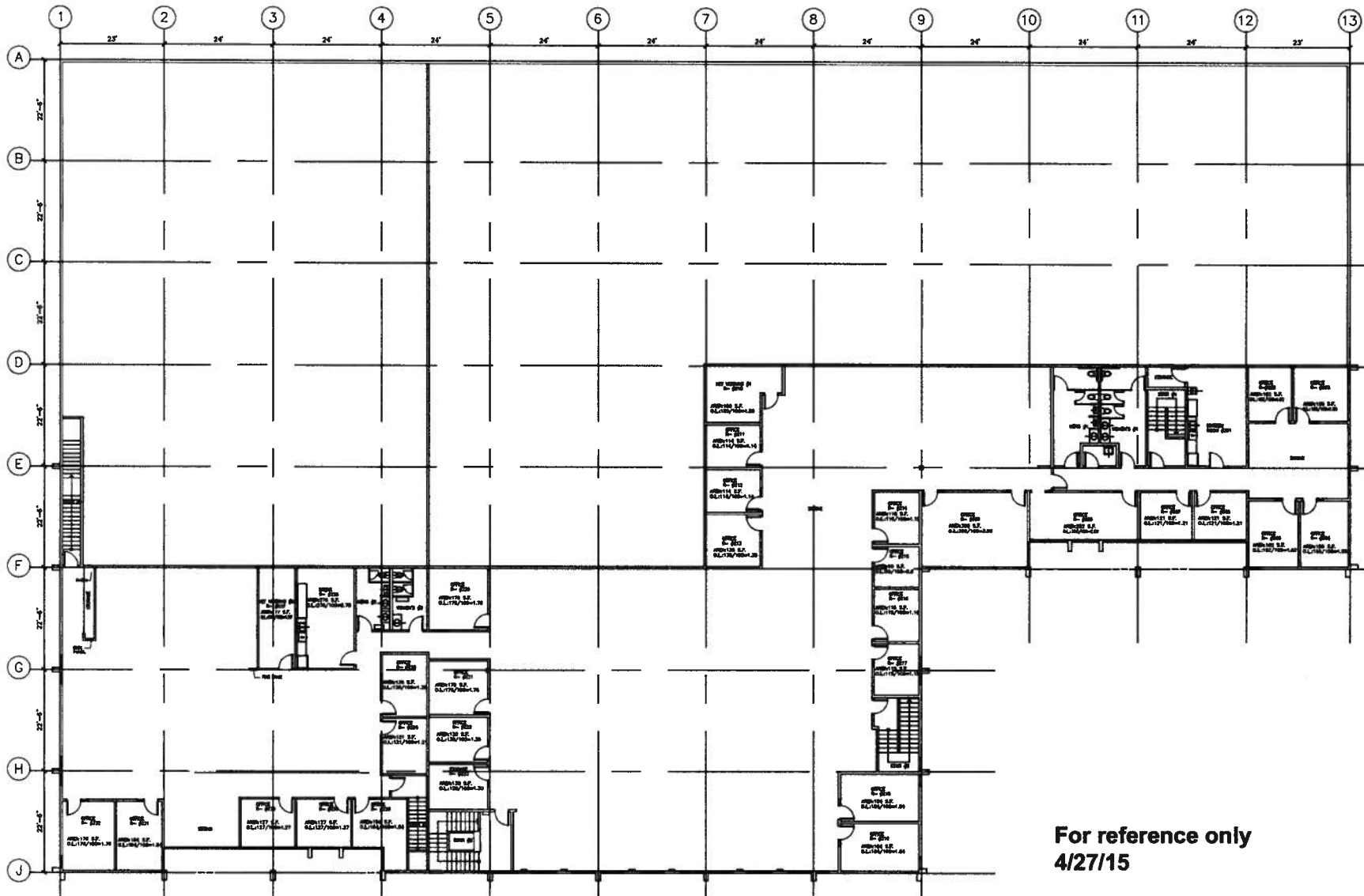
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ATEVA TENANT IMPROVEMENTS 125&135 CONSTITUTION DR. MENLO PARK, CA. 94025	PROPOSED 1ST FLOOR PLAN	 PROFESSIONAL DESIGN 10000 SANDULET DR. #02 CUPERTINO, CA. 95014 TEL: (408) 898-7000 FAX: (408) 898-7009	REVISIONS PLAN NO. 99-09-02 BY CP
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BS




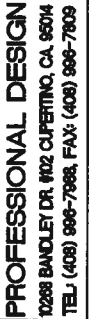
2ND FLOOR PLAN

For reference only
4/27/15

S. 1"=10'-0"



REVISIONS		BY
		
PROFESSIONAL DESIGN		
10268 SANDLEY DR. #102 CUPERTINO, CA 95014		
TEL: (408) 996-7988, FAX: (408) 996-7809		
2ND FLOOR PLAN		
ATIEVA TENANT IMPROVEMENTS 125&135 CONSTITUTION DR. MENLO PARK, CA. 94025		
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BY	H. Smith	



**ATHEVA
TENANT IMPROVEMENTS
125&135 CONSTITUTION DR.
MENLO PARK, CA. 94025**

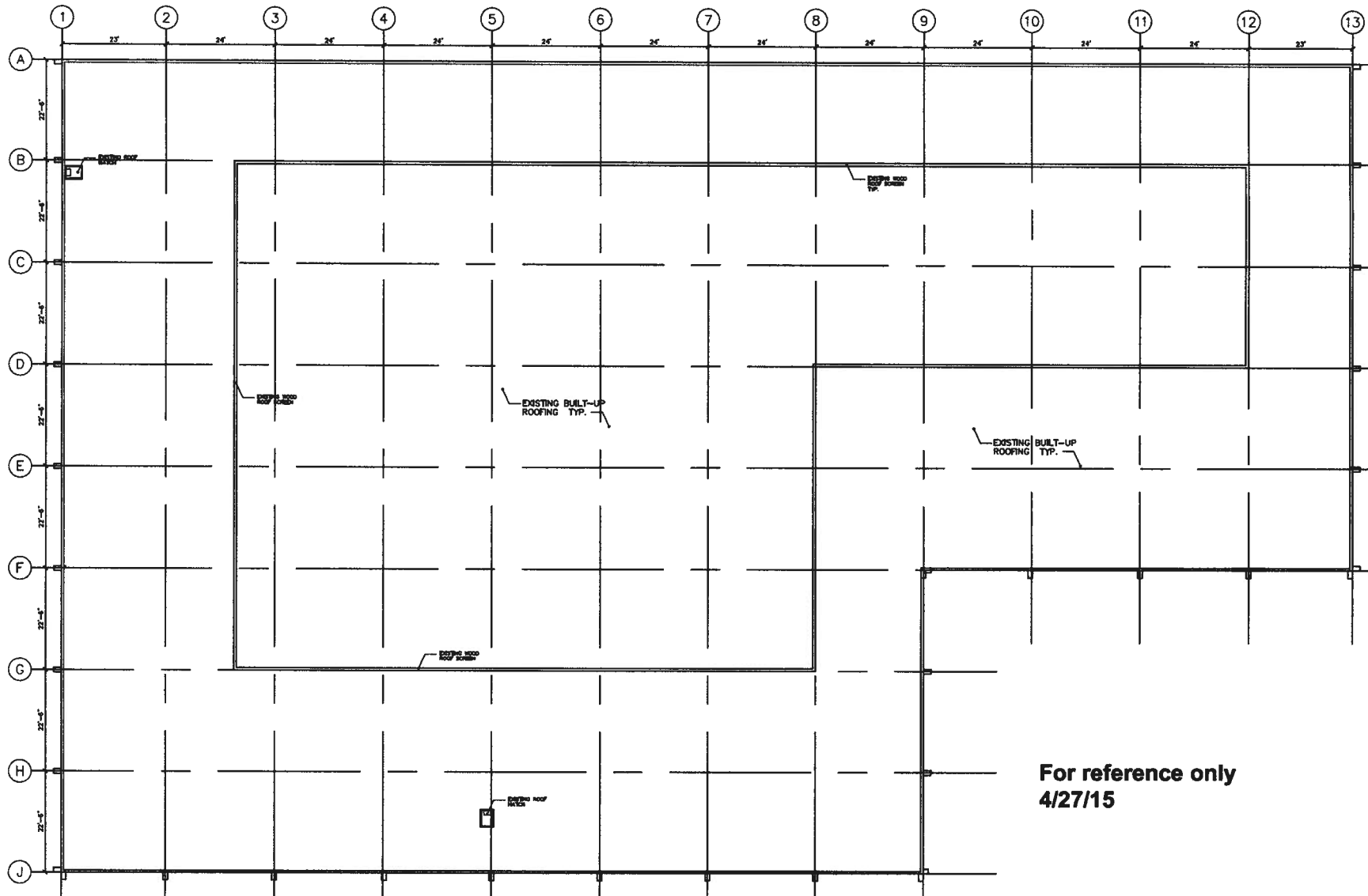
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4/27/15

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ROOF PLAN

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REVISIONS		BY



PROFESSIONAL DESIGN
12288 BUNDLEY DR #102 CUPERTINO, CA 95014
TEL: (408) 998-7988, FAX: (408) 998-7809

ROOF PLAN

ATIEVA
TENANT IMPROVEMENTS
125&135 CONSTITUTION DR.
MENLO PARK, CA. 94025

Date	04/22/15
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DR H SHW

RECEIVED

Atieva Company Description

MAY 12 2015

May 2015

CITY OF MENLO PARK
BUILDING

Atieva was founded in 2007 in the heart of Silicon Valley. Our current primary business activities are to create, design, and develop premium electric vehicles and related electric vehicle components. Atieva is headquartered in Menlo Park, California and has operations in Taiwan, Beijing, and Shanghai.

Atieva operates at 125 Constitution Drive. The facility is the company's headquarters and its first integrated research and development (R&D) facility. Atieva currently has eighty-five (85) employees and expects to grow to as many as 300 employees over the next two (2) years. Except for administrative and business personnel, most of these employees will be doing R&D which may involve the use of various chemicals necessary to complete the Company's development plan.

In conducting these R&D efforts, small quantities of some hazardous materials will be used by lab personnel to make a variety of materials necessary for the assembly, testing, and development of their product and its component parts, as well as for maintenance of the Company's capital equipment. These materials range from:

- 1) Standard automotive oils, greases, cleaners, adhesives, body fillers, paint, and resins, which are used primarily within the garage and workshop locations;
- 2) Standard industrial equipment lubricants and cleaners, used throughout the lab areas; and
- 3) Industry standard proprietary lithium-ion battery cells used primarily within the battery lab prior to vehicle assembly.

Hazardous materials (other than janitorial supplies) are not used or stored on the 2nd floor or in the 1st floor office area. They are only stored or used in the Garage and Lab areas. Any flammable janitorial materials that would be required are removed from the site daily by contract janitorial staff.

Small numbers of prototype vehicles and vehicle subsystems may be assembled, but no volume or commercial manufacturing will be performed 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 to the receiving area and moved to internal chemical cabinets or other authorized materials storage locations by Atieva personnel. Delivery frequency for each type of material will vary with the pace of research, but is not expected to exceed bi-weekly. Hazardous waste is removed from the site by a licensed hauler; the planned frequency of waste removal is expected to continue on a monthly basis and is currently under negotiation.



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).

The majority of flammable materials will be stored within rated storage cabinets and segregated by hazard class. Storage areas for chemicals will be monitored by 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 5-gallon capacity, used to store waste solvents. All liquid wastes are secondarily contained, and a Spill Kit is stored on site.

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.

Employees receive training on management of chemicals and waste. All employees receive training on what to 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.

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.

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.

Safety/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

v:\handouts\approved\hazardous materials information form.doc

RECEIVED

ATIEVA INC. HAZARDOUS MATERIALS Chemical Inventory List

CITY OF MENLO PARK
BUILDING

Material	Primary Hazard	Secondary Hazard	S, L, A, G?	Initial Storage Quantity	Projected Storage Quantity	Largest Container Size
				Liters/gallons	gallons	gallons
Acetone	FL IB	Irritant	L	3.8 / 1.0	5	5
Adhesive remover	FL IB	Carcinogen	A	0.0 / 0.0	1	12oz can
Automotive Adhesive	FL IB	Irritant	L	0.0 / 0.0	2	0.1
Brake cleaner	FL IB	Irritant	A	1.1 / 0.3	2	20oz can
Epoxy Paint	CI IC	Irritant	L	7.6 / 2.0	5	3.6 / 1.0
Etching primer	CI IB	Toxic	A	3.8 / 1.0	2	16oz can
Glue gun cleaner	FL IB	Irritant	L	0.0 / 0.0	5	1
Isopropyl Alcohol	FL IB	Irritant	L	1.1 / 0.3	5	1
3M Spray Mount	FL IB	Irritant	A	1.1 / 0.3	2	16.5oz can
waste flammable liquids	FL IB	Irritant	L	0.00	10	5
Total Flammable Liquids Class IB				4.9	39	
Lubricating oil	CI II	Irritant	A	3.6 / 1.0	1	3.6 / 1.0
Total Combustible Liquids Class II				1	1	
Cyanoacrylate (low viscosity)	CI IIIA	Irritant	L	0.2 / 0.05	0.25	5 fl oz
Cyanoacrylate (gel)	CI IIIA	Irritant	L	0.1 / 0.02	0.25	2 fl oz
Total Combustible Liquids Class IIIA				0.1	0.5	
2-Part Epoxy	CI IIIB	Irritant	L	0.2 / 0.05	0.25	5 oz tubes
Anti-Freeze	CI IIIB	Toxic	L	40.0 / 10.0	10	3.6 / 1.0
Auto Body Filler	CI IIIB			0	5	1
Automotive Sealant	CI IIIB	Irritant	L	0.2 / 0.05	0.25	3 oz tubes
Cutting oil	CI IIIB		L	4.0 / 1.0	5	1.0 / 0.25
Epoxy Resin	CI IIIB	Mod. Irritant		0	1	1
Gear Oil	CI IIIB		L	8.0 / 2.0	10	3.6 / 1.0
Grease	CI IIIB		L	1.8 / 0.5	1	1.8 / 0.5
Pneumatic tool oil	CI IIIB	Irritant	L	0.5 / 0.15	2	0.5 / 0.15
Retaining Compound (close fitting parts)	CI IIIA	Irritant	L	0.1 / 0.02	0.25	2 fl oz
Retaining Compound (loose fitting parts)	CI IIIA	Irritant	L	0.1 / 0.02	0.25	2 fl oz
Water soluble oil	CI IIIB	Irritant	L	0	5	5 gal
Water/Glycol	CI IIIB	Irritant	L	8.0 / 2.0	0	3.6 / 1.0
Welding coolant (TIG)	CI IIIB	Irritant	L	15.2 / 4.0	2	3.6 / 1.0
Total Combustible Liquids Class IIIB				19.8	42	
Argon	NFG		G	600 cu ft	1200 cu ft	300 cu ft
Argon/CO2	NFG		G	600 cu ft	300 cu ft	300 cu ft
Total Non-flammable gases				1200 cf	1500 cf	
Propane/Mapp gas	FG		G	3 x 14oz cylinder	5x14oz cylinder	14 oz cylinder
Total Flammable gases				21 cf	35 cf	
Li-ion Battery Cells	Other		S	10,000	100,000	NA

(E1)

5/7/2015



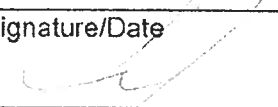
**DEVELOPMENT SERVICES
PLANNING DIVISION**

Contact: Tom Smith 650-330- 6730 or
tasmith@menlopark.org
701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 330-6702
FAX (650) 327-1653

AGENCY REFERRAL FORM
RETURN DUE DATE: Tuesday, June 2, 2015

DATE: May 19, 2015

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

Applicant	Sam Weng for Atieva USA, Inc.
Applicant's Address	125 Constitution Drive
Telephone/FAX	Tel: 650-802-8181
Contact Person	Sam Weng
Business Name	Atieva USA, Inc.
Type of Business	Automotive electric vehicle development
Project Address	125 Constitution Drive, Menlo Park, CA 94025
FOR OFFICE USE ONLY	
<input type="checkbox"/> The hazardous materials listed are not of sufficient quantity to require approval by this agency.	
<input type="checkbox"/> The Fire District has reviewed the applicant's plans and use of listed hazardous materials/chemicals and has found the proposal to be in compliance with all applicable Fire Codes.	
<input checked="" type="checkbox"/> The Fire District has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures).	
The applicant's proposal has been reviewed by the Menlo Park Fire Protection District by:	
Signature/Date  5/19/2015	Name/Title (printed) Jon Johnston - Fire Marshal
Comments: APPLICANT NOW IS IN FIRE DEPARTMENT AND SHALL PERMIT AND VERIFY FOR COMPLIANCE, STORAGE AND USE.	



**DEVELOPMENT SERVICES
PLANNING DIVISION**

Contact: Tom Smith 650-330- 6730 or
tasmith@menlopark.org
701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 330-6702
FAX (650) 327-1653

AGENCY REFERRAL FORM
RETURN DUE DATE: Tuesday, June 2, 2015

DATE: May 19, 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	Sam Weng for Atieva USA, Inc.
Applicant's Address	125 Constitution Drive
Telephone/FAX	Tel: 650-802-8181
Contact Person	Sam Weng
Business Name	Atieva USA, Inc.
Type of Business	Automotive electric vehicle development
Project Address	125 Constitution Drive, Menlo Park, CA 94025
FOR OFFICE USE ONLY	
<input type="checkbox"/> The hazardous materials listed are not of sufficient quantity to require approval by this agency.	
<input type="checkbox"/> The Health Department has reviewed the applicant's plans and use of listed hazardous materials/chemicals and has found the proposal to be in compliance with all applicable Codes.	
<input checked="" type="checkbox"/> The Health Department has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures). The Health Department will inspect the facility once it is in operation to assure compliance with applicable laws and regulations.	
The applicant's proposal has been reviewed by the San Mateo County Environmental Health Services Division by:	
Signature/Date	Name/Title (printed)
Darrell A. Cullen	
<small>Digitally signed by Darrell A. Cullen DN: cn=Darrell A. Cullen, o=Environmental Health Services, ou=San Mateo County, email=dacullen@smcgo.org, c=US Date: 2015.06.02 08:08:58 -0700</small>	
Comments:	Insure to submit an electronic HMBP to the County at ehesubmit.smchealth.org



DEVELOPMENT SERVICES PLANNING DIVISION

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

AGENCY REFERRAL FORM

DATE: June 1st, 2015

TO: WEST BAY SANITARY DISTRICT

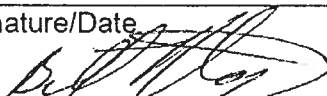
500 Laurel Street
Menlo Park, CA 94025
(650) 321-0384

Applicant	Atieva USA, Inc
Applicant's Address	125 Constitution Drive
Telephone/FAX	Tel: 650-802-8181
Contact Person	Sam Weng
Business Name	Atieva USA, Inc.
Type of Business	Automotive electric vehicle development
Project Address	125 Constitution Drive, Menlo Park, CA 94025

FOR OFFICE USE ONLY

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

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

Signature/Date  6/2/15	Name/Title (printed) BILL KITAJIMA / PROJECTS MANAGER
--	--

Comments: Please include both West Bay Sanitary District and Silicon Valley Clean Water in the Emergency Response Plan as contacts in case of an accidental discharge to sanitary sewer.



**DEVELOPMENT SERVICES
PLANNING DIVISION**

Contact: Tom Smith 650-330- 6730 or
tasmith@menlopark.org
701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 330-6702
FAX (650) 327-1653

**AGENCY REFERRAL FORM
RETURN DUE DATE: Tuesday, June 2, 2015**

DATE: May 19, 2015

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

Applicant	Sam Weng for Atieva USA, Inc.
Applicant's Address	125 Constitution Drive
Telephone/FAX	Tel: 650-802-8181
Contact Person	Sam Weng
Business Name	Atieva USA, Inc.
Type of Business	Automotive electric vehicle development
Project Address	125 Constitution Drive, Menlo Park, CA 94025
FOR OFFICE USE ONLY	
<input type="checkbox"/> The hazardous materials listed are not of sufficient quantity to require approval by this Division.	
<input checked="" type="checkbox"/> The Building Division has reviewed the applicant's plans and listed hazardous materials/chemicals and has found that the proposal meets all applicable California Building Code requirements.	
<input type="checkbox"/> The Building Division has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures).	
The applicant's proposal has been reviewed by the City of Menlo Park's Building Division by:	
Signature/Date <i>Ron LaFrance 5/20/15</i>	Name/Title (printed) Ron LaFrance, Building Official
Comments:	



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF JULY 13, 2015
AGENDA ITEM D4

LOCATION:	Chestnut Street, South of Santa Cruz Avenue	APPLICANT:	City of Menlo Park
EXISTING USE:	Street	PROPERTY OWNER:	City of Menlo Park
PROPOSED USE:	Outdoor Movie Events	APPLICATION:	Use Permit
ZONING:	SP-ECR/D (El Camino Real/Downtown Specific Plan) - D (Downtown)		

PROPOSAL

The applicant is requesting a use permit for a maximum of eight recurring special events (Menlo Movie Series) per year on Chestnut Avenue, south of Santa Cruz Avenue, generally between late-August and early-October, from 6:00 p.m. to 10:00 p.m. Chestnut Street would be closed to vehicles on event days at 5:00 p.m., between the southern side of Santa Cruz Avenue and the adjacent parking plazas, but the pedestrian sidewalk would remain open. The event would use amplified sound, which may exceed Noise Ordinance limits.

ANALYSIS

Site Location

The subject site, a portion of Chestnut Street south of Santa Cruz Avenue, is part of the El Camino Real/Downtown Specific Plan area. Within the Specific Plan, the adjacent parcels are zoned D (Downtown) and are part of the Downtown/Station Area "Main Street" Overlay land use designation. The surrounding parcels are developed with financial, retail, office and parking uses and are all also in the Specific Plan area. The closest residential uses are located approximately 300 feet away, along the south side of Menlo Avenue.

Project Description

The applicant, the City of Menlo Park, is requesting a use permit for a maximum of eight recurring special events (Menlo Movie Series) per year on Chestnut Avenue,

south of Santa Cruz Avenue, generally between late-August and early-October, from 6:00 p.m. to 10:00 p.m. Chestnut Street would be closed to vehicles on event days at 5:00 p.m., between the southern side of Santa Cruz Avenue and the adjacent parking plazas, but the pedestrian sidewalk would remain open. At its maximum the event could potentially accommodate 500-600 people.

In 2014, Community Services staff organized the Menlo Movie Series, which took place during the first three Fridays of September 2014 from 7:30 p.m. to 9:00 p.m. on Chestnut Street, south of Santa Cruz Avenue. This “soft launch” of the series was approved through Menlo Park’s Special Event permit process. The events featured three family-friendly movies utilizing a projector with a screen and two speakers set up in front of Santa Cruz Avenue. Attendees were encouraged to bring portable chairs and food from downtown merchants. Trash and recycling containers were provided by city staff. Light music was played before and after the event. At its height, the event saw roughly 100-125 attendees, with room for growth. The applicant has submitted photographs of the soft launch (Attachment D).

The applicant has submitted a project description letter (Attachment B), which describes the proposal in more detail. The proposal for a recurring special event requires a use permit, as has been the process for similar events throughout the city, such as the Off the Grid, the Downtown Block Party and the Connoisseurs Marketplace.

Layout and Aesthetics

As shown in the project plans (Attachment C), the movies would be shown on a projector with a screen and two speakers set up in front of Santa Cruz Avenue facing south. Trash containers would be placed on either side of Chestnut Avenue and three-foot barricades would be set up on either side of the event space. Event sponsors would be provided with one 10-foot by 10-foot booth, two tables and two chairs. Sponsors selected would change from time to time depending on availability, desire and promotional efforts.

Music, Noise

Amplified sound, limited to the hours from 6:00 p.m. to 10:00 p.m., would consist of movie sound and event music and announcements before and after the movie. One small generator with a muffler would be used for the inflatable movie screen. As noted earlier, the next closest residential uses are approximately 300 feet away, across Menlo Avenue.

The Noise Ordinance limits “daytime” (defined as the period from 7:00 a.m. and 10:00 p.m.) noise as measured at any residential property to sixty (60) dBA. The proposed before and after event music and announcements, movie sound and generator would be new noise sources. As a result, the applicant is requesting approval to exceed the Noise Ordinance limits, similar to what has been considered and approved as part of other special event use permits (for example: Off the Grid, Downtown Block Party, and Sharon Heights Golf and Country Club Fourth of July Fireworks). The amplified sound would be limited in duration and intensity.

Parking and Access

As a special event, the proposal is not required to provide a specific amount of off-street parking, similar to other recurring events such as the weekly Farmer's Market. However, the Planning Commission may consider overall parking and access as part of the use permit.

"No Parking" signage would be posted 72 hours in advance of each event. Chestnut Avenue would be closed to traffic on event days starting at 5:00 p.m., between Santa Cruz Avenue and the nearest parking plazas but the pedestrian sidewalk would remain open and clear of any equipment. Although this portion of Chestnut Street would be blocked to vehicles, the parking plazas would still be fully accessible via Chestnut, Crane, and Curtis Streets. The event can be expected to draw pedestrian and bicycle patrons, and parking capacity exists in the surrounding area. The proposal has been reviewed and is supported by the Menlo Park Transportation Division, Police Department, and Fire District. No traffic or parking issues were identified as a result of the soft launch events.

El Camino Real/Downtown Specific Plan

The Specific Plan proposes the conversion of Chestnut Street south of Santa Cruz Avenue into a pedestrian paseo. The Plan proposes implementing and evaluating the Chestnut Paseo improvements, such as closing Chestnut Street to regular vehicular traffic between Santa Cruz Avenue and the south driveway of the parking plazas, on a trial basis. The Menlo Movie Series serves as such a trial. In addition, the Office of Economic Development is planning to test additional paseo concepts on a temporary basis in September 2015. The Planning Commission may consider additional use permits in the future if elements of that trial become recurring special events.

Staff believes the proposal would help achieve the Specific Plan Guiding Principle to *Generate Vibrancy*, which acknowledges "the community's desire for a more active, vibrant downtown and station area, with a mix of retail, residential and offices uses that complement and support one another and bring vitality, including increased retail sales, to the area." The proposal could provide an example of a new connected place of "activity and social life that enhance community life and contribute to a vibrant downtown." The open nature of the proposal addresses the Specific Plan Guiding Principle to *Enhance Public Space*, by inviting "strolling and public gathering" and encouraging "community life, identity and sense of place."

Correspondence

Staff has not received any correspondence. The applicant's project description letter describes the outreach that was conducted.

Conclusion

Staff believes the proposal would be a unique example of an outdoor special event and could help test the Chestnut Paseo concept, as well as achieve Specific Plan goals regarding vibrancy and activity in the downtown area. The amplified sound would be limited in duration and intensity. The event can be expected to draw pedestrian and bicycle patrons, and parking capacity exists in the surrounding area. Staff recommends the Planning Commission approve the use permit.

ENVIRONMENTAL REVIEW

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

RECOMMENDATION

1. Make a finding that the project is categorically exempt under Class 4 (Section 15304, "Minor Alterations of Land") of the current CEQA Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following **standard** condition:
 - a. Development of the project shall be substantially in conformance with the project plans and project description letter, provided by the applicant, dated May 21, 2015, and approved by the Planning Commission on July 13, 2015 except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

Report prepared by:
Corinna Sandmeier
Associate Planner

Report reviewed by:
Thomas Rogers
Senior Planner

PUBLIC NOTICE & APPEAL PERIOD

Public notification consisted of publishing a legal notice in the local newspaper and notification by mail of owners and occupants within a 300-foot radius of the subject property. Planning Commission action will be effective after 15 days 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

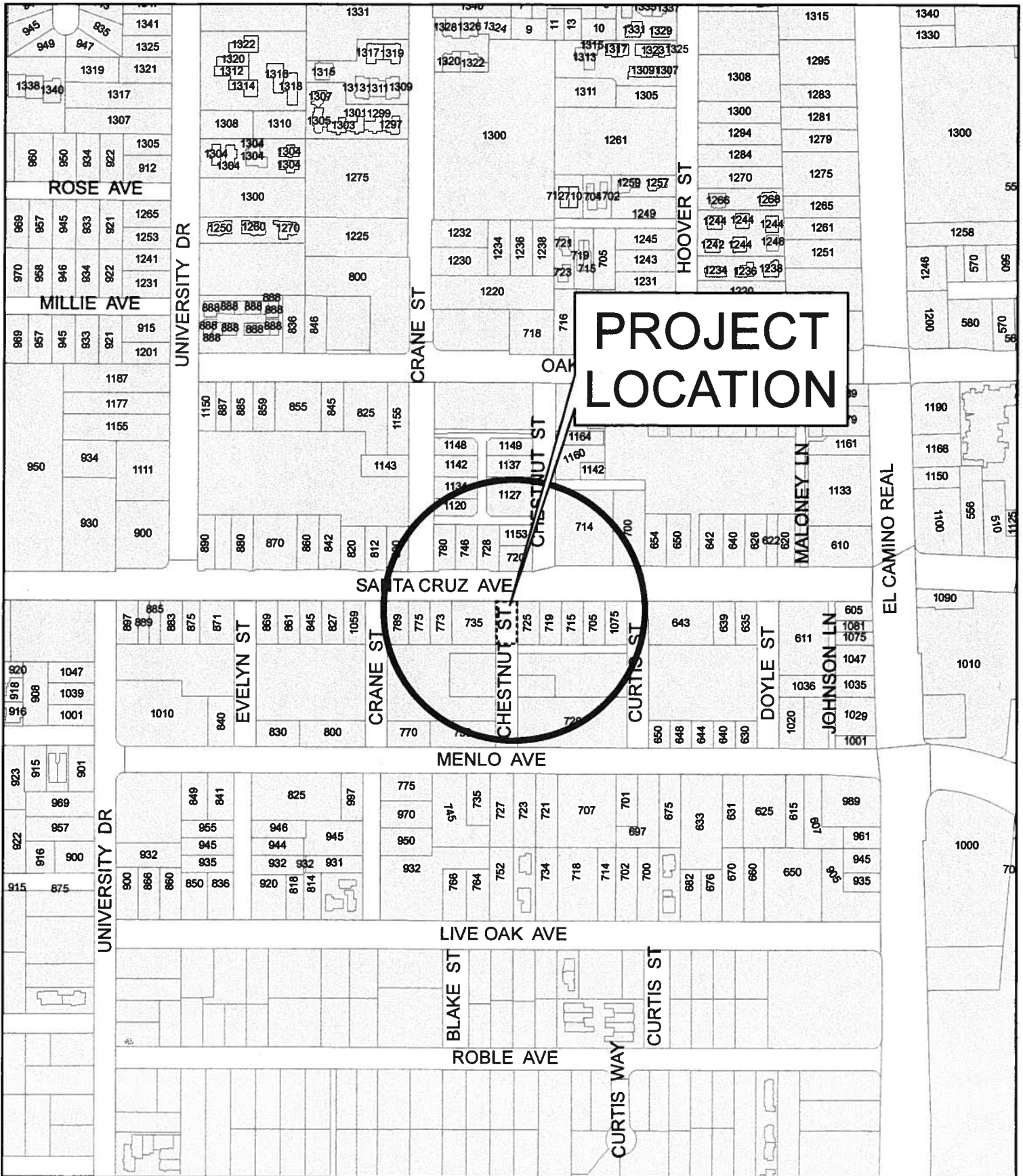
- A. Location Map
- B. Project Description Letter
- C. Project Plans
- D. Photographs from 2014 Soft Launch

EXHIBITS TO BE PROVIDED AT MEETING

None

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

V:\STAFFRPT\PC\2015\071315 - Chestnut Street, South of Santa Cruz Avenue (Menlo Movie Series).doc



CITY OF MENLO PARK

LOCATION MAP

CHESNUT STREET & SANTA CRUZ AVENUE

DRAWN: TAS CHECKED: CDS DATE: 07/13/15 SCALE: 1" = 300' SHEET: 1





COMMUNITY SERVICES DEPARTMENT

Thursday, May 21, 2015

Planning Commission Members:

During their 2014 goal setting, the City Council directed staff to increase Downtown foot traffic in an effort to enhance vibrancy on Santa Cruz Avenue and support local merchants.

In order to create another Downtown attraction, Community Services staff organized the "Menlo Movie Series," which took place during the first three Fridays of September 2014 from 7:30pm – 9:00pm on Chestnut Street south of Santa Cruz Avenue in the proposed Chestnut Paseo location. This "soft launch" of the series was approved through Menlo Park's Special Event Permit process.

The events featured three family-friendly movies utilizing a projector with screen and two speakers set up in front of Santa Cruz Avenue facing south. Attendees were encouraged to bring portable chairs and food from downtown merchants. Additionally, trash and recycling containers were provided by city staff. Light music was played before and after the event. At its height, the event saw roughly 100-125 attendees with plenty of room for growth. At its maximum, the event could potentially accommodate 500-600 people.

Neighborhood outreach efforts that have been conducted include:

1. Outreach to Wells Fargo, the property owner of a portion of the adjacent parking lot, and they expressed support for the event.
2. Outreach to all property owners directly affected by the closure of Chestnut. No concerns or complaints have been realized.
3. Public notice to 286 units surrounding Chestnuts Street, with an additional courtesy notice to be sent out 1-month prior to the launch of the series. No concerns or complaints have been realized.
4. Notice to Menlo Park Chamber of Commerce to assist with outreach and inclusion of an offer to answer questions/concerns at a future Board Meeting, no concerns or requests have come fourth.
5. Information regarding the event on the Menlo Park website and June 2015 e-blast to 3k e-mail subscribers detailing information on the series.

Originally, the Menlo Movie Series was approved under the Special Event permitting process for Fremont Park, but after receiving input from Park neighbors, staff decided Chestnut Street would be the next appropriate location, if closed to automobile traffic.

The El Camino Real/Downtown Specific Plan identifies Chestnut Street south of Santa Cruz Avenue as a "pedestrian paseo" that works synergistically with adjacent ground floor retail and offers a unique environment away from motor vehicles. The Plan allows for public improvement pilot programs as "the basis for review and consideration of a permanent installment," and will provide the City with the opportunity to assess the level of public interest in similar permanent improvements on Santa Cruz Avenue, while also supporting the City Council's goals of generating foot-traffic Downtown. Last year's State of the City event was an additional, successful, pilot use of the paseo space.

The Community Services Department requests approval from the Planning Commission for an annual Use Permit for the Menlo Movie Series. The following stipulations would apply:

Location: On Chestnut Street south of Santa Cruz Avenue.

Annual Season: Last Fridays in August and September.

Occurrence: Maximum of 8 public events (increased over time) – Only 4 currently anticipated for Fall 2015, but as the event gains popularity additional staff time and resources will be allocated.

September 4, 2015 - 7:45pm Start time

September 11, 2015 – 7:30pm Start time

September 18, 2015 – 7:30pm Start time

September 25, 2015 – 7:15pm Start time

(End times dependent on movie run times)

Event Hours: Generally between 7:00pm-9:30pm (*Hours vary based on movie length and dusk hours*).

Amplified Noise: Amplified noise will be restricted from 6pm-10pm. Amplified noise consists of pre/post event music and announcements, movie sound, and one smaller generator with muffler for the inflatable movie screen. It is likely the limits in the noise ordinance would be exceeded.

Access: Open to the general public and handicap assessable, no cost to attend.

Lighting: Adequate existing lighting, no temporary lighting needed.

Vendors: Will not contain commercial vendors; peddling will not be allowed in the confines of the event.

Sponsors: Sponsorships would be allowed in accordance with the Community Services Department – Special Event Partnership Policy (*attached*). Event sponsors would be provided with one 10x10 booth, two tables, and two chairs. Sponsors selected will change from time to time depending on availability, desire, and promotional efforts. No sponsors currently have an agreement in place with the City, though a few have inquired.

Alcohol: None allowed.

Food: No consumable items will be provided. Attendees will be encouraged to buy food downtown and bring it with them to the event.

Trash: Trash and recycling containers will be provided and discarded by city staff.

701 Laurel Street - Menlo Park, CA 94025
Phone: (650) 330-2223 - Fax: (650) 330-2242

(b-2)

Parking: Downtown plazas and Santa Cruz Avenue where permitted. "No Parking" signage on Chestnut Street will be posted 72-hours in advance prior to each event.

Traffic: Closure of Chestnut Street on event days at 5pm between Santa Cruz Ave and the nearest parking plazas. Pedestrian sidewalk to remain open and clear of equipment. Note: Not a single traffic or parking issue was identified as a result of any of the soft launch events.

Equipment: Inflatable screen, projector, sound system, information table, and sponsor booth.

Site Map & Photos: See attached.

Marketing: See attached.

All of the information herein, as well as all attached supplementary materials, have been reviewed and supported by the Menlo Park Transportation Division, Police Department, and Fire District.

Due to the success of the 2014 Menlo Movie Series, its alignment within the Downtown Specific Plan, and support from the Parks and Recreation Commission, we kindly ask for approval in making this a new community tradition in Menlo Park.

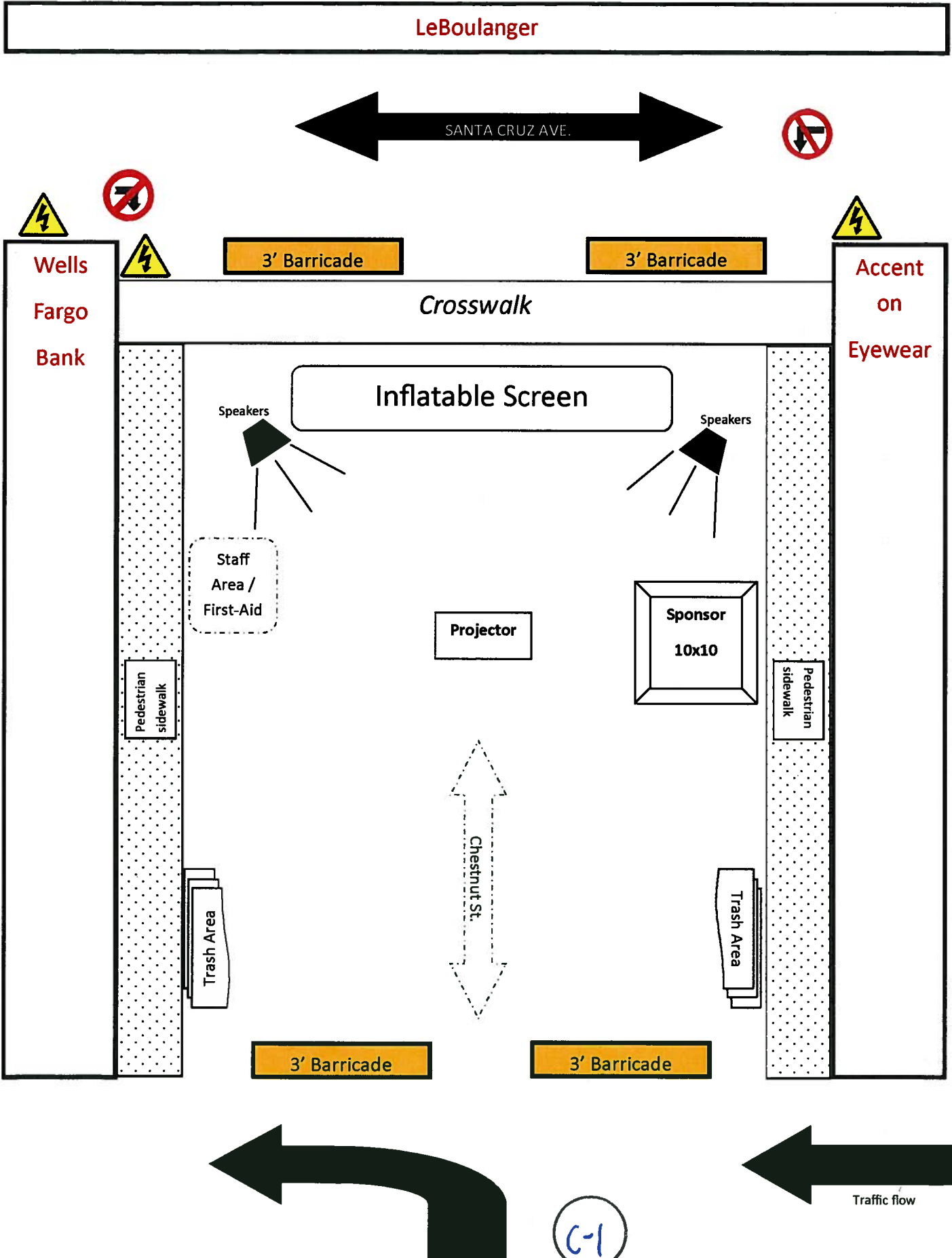
Please feel free to contact me with any questions or concerns.

Respectfully,



Matt Milde
Recreation Coordinator
City of Menlo Park

Menlo Movie Series—Site Map





**MENLO
MOVIE SERIES
2015**

A night of watching the stars, under the stars.

1.2

Menlo Movie Series—Photos



Photo 01—Taken on Chestnut Street toward Santa Cruz Avenue during event.



Photo 02—View of Chestnut Street during event.

Menlo Movie Series—Photos



Photo 03—View of Chestnut Street with Information Table and general set-up.



Photo 04—View Chestnut Street road closure from Santa Cruz Avenue.



PLANNING COMMISSION STAFF REPORT

FOR THE PLANNING COMMISSION
MEETING OF JULY 13, 2015
AGENDA ITEMS E1 AND F1
EIR SCOPING SESSION AND STUDY SESSION

LOCATION:	300-309 Constitution Drive	APPLICANT AND PROPERTY OWNER:	Hibiscus Properties, LLC
EXISTING USES:	Manufacturing, Warehouse, Office, and Research and Development	APPLICATIONS:	Zoning Ordinance Amendment, Rezoning, Conditional Development Permit, Development Agreement, Lot Reconfiguration, Heritage Tree Removal Permits, Below Market Rate Housing Agreement, Environmental Review
PROPOSED USES:	General Office and Hotel		
EXISTING ZONING:	M-2 (General Industrial) and M-2-X (General Industrial, Conditional Development)	EXISTING AND PROPOSED GENERAL PLAN DESIGNATION:	Limited Industry
PROPOSED ZONING:	M-2-X (General Industrial, Conditional Development)		

PROPOSAL

The applicant, Hibiscus Properties, LLC on behalf of Facebook, is requesting a Conditional Development Permit (CDP) to redevelop an approximately 58-acre site with up to approximately 963,000 square feet of new office uses in multiple new buildings along with a potential 200 room hotel of approximately 175,000 square feet, which would result in a net increase of approximately 302,000 square feet at the site. The total gross floor area of office uses at the site would be approximately 1.143 million square feet, which is within the 45 percent floor area ratio (FAR) maximum for offices and the total proposed gross floor area would be approximately 1.318 million square feet, which

is within the 55 percent overall FAR maximum within the M-2 zoning district. The project includes a rezoning of the entire site to M-2(X) to allow an increase in height for the proposed buildings up to approximately 75 feet, along with a lot reconfiguration and heritage tree removal permits to enable the proposed redevelopment. In addition, the proposed project includes a Zoning Ordinance text amendment to conditionally permit hotel uses within the M-2 zoning district. The applicant has requested a development agreement for vested rights in exchange for public benefits. The project includes a below market rate housing agreement, and the preparation of an environmental impact report and fiscal impact analysis.

The July 13, 2015 Planning Commission meeting will serve as an Environmental Impact Report (EIR) scoping session as well as a study session, and represents a preliminary phase of the project review. The proposal will require more analysis and additional public meetings prior to any potential action.

BACKGROUND

On March 31, Hibiscus Properties, LLC, a wholly owned subsidiary of Facebook, Inc., submitted an application for the proposed redevelopment of the former TE Connectivity Campus. The campus is located at 300-309 Constitution Drive, along Bayfront Expressway, between Chilco Street and the recently completed Building 20 (formerly identified as the Facebook West Campus). The TE Connectivity campus was originally developed for Raychem with a Master Site Plan. Following the Master Site Plan approval, two Conditional Development Permits (X districts) were established for two areas of the campus to permit the heights of specific buildings to exceed the M-2 zoning district height limit of 35 feet. The campus was originally approximately 80 acres in area, but in 2006 General Motors purchased 22 acres of the site, which now contains the recently completed Facebook Building 20.

At this time, the buildings addressed 300, 308, and 309 Constitution Drive are under control of Facebook. Building 308 and 309 is actually one building with two distinct addresses and is currently used by Facebook's contractor, Level 10, as its construction management office. Building 307 is leased to Pentair Thermal Controls, and TE Connectivity occupies the remaining buildings at the site. Pentair is expected to vacate the site within the coming year and TE Connectivity is expected to vacate the site over the next few years. Demolition and construction of the proposed new buildings for Facebook would be phased to allow for existing tenants to continue operating. Previously, in December 2014, Facebook received Planning Commission approval of a use permit to convert an existing approximately 180,000 square foot warehouse and distribution building to offices and ancillary employee amenities, located at 300 Constitution Drive (Building 23), near the Constitution Drive entrance to the site, along Chilco Street. Construction is underway and the building is scheduled for completion in summer of 2016.

The proposed project would comply with the existing floor area ratio (FAR) of the existing M-2 zoning district, but the project would require some modifications to the

existing zoning requirements in order to exceed the maximum building height and to accommodate a potential hotel use. The City's current General Plan promotes hotel uses within the commercial and industrial zoning districts through Policy I-E-2, which states that hotel uses may be considered in suitable locations within the commercial and industrial zoning districts of the city. Therefore, the project does not require a General Plan amendment. The proposed project will be evaluated against the existing and proposed general plan goals, policies, and programs and the overall analysis is being closely coordinated with the ConnectMenlo General Plan update to ensure consistency between the analyses. The project plans and project description for the current proposal are included as Attachment B.

Overall Project Review Process

The requested land use entitlements for the Facebook Campus Expansion Project, discussed further in the Required Actions section, will ultimately require final action by the City Council. At its meeting on June 16, the City Council authorized the release of the notice of preparation (NOP) for the environmental impact report (EIR) and authorized the City to enter into contracts for the environmental and fiscal reviews. The general schedule for the project would likely include multiple public hearings with the Planning Commission, a public outreach meeting, reviews by other City Commissions (e.g. Housing, Environmental Quality, Bicycle, and Transportation), and multiple City Council meetings. A more detailed project timeline, including meeting dates and project milestones will be developed for Council review in the fall of 2015, but the target completion date for the environmental review and land use entitlements is summer of 2016.

EIR SCOPING

The July 13, 2015 Planning Commission meeting will serve as a scoping session for the EIR. The scoping session is part of the EIR process, during which the City solicits input from the Planning Commission, agencies, organizations, and the public on specific topics that they believe should be addressed in the environmental analysis. The City released the NOP (Attachment C) on June 18, 2015, beginning the 30 day review and comment period ending on July 20, 2015. Verbal comments received during the scoping session and written comments received during the NOP comment period on the scope of the environmental review will be considered while preparing the Draft EIR. NOP comments will not be responded to individually; however, all written comments on the NOP will be included in an appendix of the Draft EIR, and a summary of all comments received (both written and verbal) on the NOP will be included in the body of the Draft EIR.

The EIR will analyze whether the proposed project would have significant environmental effects in the following areas:

- Aesthetics
- Air Quality
- Biological Resources
- Cultural Resources
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning Policy
- Noise
- Population and Housing
- Public Services and Recreation
- Utilities
- Transportation and Traffic

To help prepare several of these sections and analyze the impacts, a transportation impact analysis will be prepared. The transportation study will focus on intersections, residential and non-residential roadway segments, Routes of Regional Significance, and vehicle miles traveled (VMT). The transportation study for the Project and the ConnectMenlo General Plan update will be coordinated to ensure consistency and address both the near-term and long-term transportation impacts of both projects.

The EIR is also required to evaluate a reasonable range of alternatives to the project that would achieve most of the basic objectives of the project, but would avoid or reduce the project's potentially significant environmental impacts. The City is currently considering analysis of the following alternatives, and is seeking input on these alternatives and any other alternative that should be evaluated as part of the EIR:

- CEQA-Required No Project Alternative (remodeling of buildings under existing approvals); and
- Reduced Project Alternative that would minimize the effects of potentially significant environmental impacts.

STUDY SESSION

The July 13, 2015 Planning Commission meeting will also serve as a preliminary study session to review the project proposal. This is an initial opportunity for the Planning Commission and the public to become more familiar with the project, and to potentially ask questions about topics such as the conceptual building design and site layout and identify items for the staff and applicant to consider going forward.

Site Location

The subject site is located at 300-309 Constitution Drive, which extends from the corner of Chilco Street and Bayfront Expressway east toward Building 20. Currently the sole external access point to the subject property (or the TE Connectivity Campus) is located along Chilco Street at the intersection of Constitution Drive; however the applicant is proposing to install a signalized access along Bayfront Expressway. In addition to the main entrance along Chilco Street, there is currently an emergency vehicle access point

between the eastern end of the site and the Building 20 property. Chilco Street wraps around the western side and a portion of the southern side of the property. There is an electric substation solely servicing this site located near the curve in Chilco Street. The campus is across Bayfront Expressway from the former salt ponds that are subject of a forthcoming restoration project, across Chilco Street from commercial and industrial uses within the M-2 (General Industrial) zoning district, and next to Facebook Building 20, located at the corner of Willow Road and Bayfront Expressway. To the south, across the train tracks and Chilco Street, are the Onetta Harris Community Center and Menlo Park Senior Center, Beechwood School, Menlo Park Fire Protection District Station 77, single-family residences (R-1-U zoning district), and single-family residences in the Hamilton Park housing development (R-3-X zoning district).

Project Description

The proposed project would redevelop the approximately 58-acre TE Connectivity campus, which currently consists of multiple buildings housing manufacturing, warehouse, office, and research and development uses. The existing site contains approximately 1.016 million square feet of gross floor area for an FAR of 40 percent. The table below summarizes the proposed GFA and FAR at the site.

Proposed Project Components	Gross Floor Area (GFA)	Floor Area Ratio (FAR)
Building 21 (Demolish Buildings 307-309)	513,000 sf	n/a
Building 22 (Demolish Buildings 301-306)	450,000 sf	n/a
Building 23 (Converted Building 300)	180,000 sf	n/a
<i>Total Proposed Office Area</i>	<i>1,143,000 sf</i>	<i>45%</i>
Hotel	175,000 sf	n/a
<i>Total Proposed GFA</i>	<i>1,318,000 sf</i>	<i>52%</i>

Building 21, the more eastern building, would include space for Facebook-related events that could accommodate around 2,000 people. The project would provide approximately 4,055 parking spaces for both the office buildings and hotel. The office uses would have 3,810 spaces, which is consistent with Zoning Ordinance Off-Street Parking standard of one space per 300 square feet of gross floor area. The hotel would have approximately 245 spaces, which according to the applicant represents one space per each room and employee. The parking ratio for the hotel would exceed the Planning Division's recommended use based guidelines, which is 1.1 spaces per hotel room. The parking would be located in surface parking lots and the proposed new office and hotel buildings would be located over the surface parking, consistent with the Building 20 design. The project is likely to include a limit on the number of daily or peak period vehicle trips to and from the site.

Building Layout

The conceptual site plan is shown as part of Attachment B. The proposed project would include bridges between the new office and hotel buildings, including a pedestrian

bridge to Building 20. To enable the proposed bridges, the applicant is determining the appropriate lot reconfiguration, which could include a merger with the Building 20 lot, to comply with applicable building codes and zoning ordinance requirements.

The office buildings components would be oriented in an east-west direction, in parallel with Bayfront Expressway. Both buildings would be located on a podium over surface parking. Compared to Building 20, Building 21 and 22 would have smaller footprints and would be shorter in overall length. However, the proposed buildings would each have more gross floor area than Building 20. The office buildings would consist of one main level, a smaller mezzanine level, and a roof deck. The roof deck would be landscaped and would include enclosed conference rooms and work spaces. The proposed office buildings would be approximately 75 feet in height. A potential hotel is proposed for the northwest corner of the site. Consistent with the office buildings, the hotel would be constructed on a podium over surface parking. The hotel would be approximately 64 feet in height. As stated previously, the existing tenants are still operating at the site and therefore, the design of Building 21 is more advanced as it would be constructed in the first phase. The designs for Building 22 and the hotel are more equivalent to massing studies at this stage.

A publicly accessible open space would be situated between the two office buildings. The applicant is continuing to refine the design of the open space, but it is anticipated to contain a plaza and green space and link to a proposed bicycle and pedestrian bridge over Bayfront Expressway. The proposed bridge would be publicly accessible and would provide a more direct link from the Belle Haven neighborhood to the Bay Trail and subsequently Bedwell Bayfront Park.

Site Access

The site is currently accessed via Constitution Drive at the intersection with Chilco Street. As part of the project, the applicant intends to construct a second access point along Bayfront Expressway, which would be located to the east of the publicly accessible open space and pedestrian bridge. Since Bayfront Expressway (Highway 84) is under Caltrans jurisdiction, Facebook has been working with Caltrans on the placement of the new signalized intersection. Within the project site, the applicant has identified vehicle, pedestrian, and bicycle circulation, along with emergency vehicle access routes that would link with Building 20 and ultimately Buildings 10-19, allowing employees and vehicles to easily circulate within the overall campus. The applicant is considering two emergency vehicle access points along Chilco Street between Building 23 and the bend in the road near the railroad tracks. The project includes a new sidewalk and other frontage improvements along Chilco Street to create a pedestrian connection to the San Francisco Bay Trail.

Trees and Landscaping

At this preliminary stage, Facebook has not submitted a detailed landscape and tree planting plan. The site (excluding Building 23) contains approximately 250 heritage

trees. It is anticipated that in order to allow for the proposed development a number of trees, including some heritage trees would need to be removed. As the project progresses, the applicant will be submitting existing and proposed landscape plans, along with associated heritage tree removal permits and planting plans. The proposed plantings on-site would be similar to the landscaping for Building 20. The office buildings would have landscape roofs similar in design to Building 20.

Required Actions

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

- **Rezone entire site to M-2-X (General Industrial District, Conditional Development) and Conditional Development Permit:** to allow the proposed buildings to exceed the maximum building height requirements in the M-2 zoning district. In addition, in this case the CDP takes the place of the required use permit for new construction in the M-2 zone;
- **Zoning Ordinance Text Amendment:** to include hotels as conditional uses within the M-2 zoning district;
- **Development Agreement:** which results in the provision of overall benefits to the City and adequate development controls in exchange for vested rights for the Facebook Campus Expansion Project approvals;
- **Heritage Tree Removal Permits:** to permit the removal of heritage trees associated with the proposed project;
- **Below Market Rate Housing Agreement:** which would help increase the affordable housing supply by requiring the applicant to provide monies for the Below Market Rate (BMR) fund or by delivering off-site BMR units;
- **Lot Line Adjustment:** potentially to modify the location of two legal lots that comprise the project site and the adjacent lot for Building 20;
- **Environmental Review:** an Environmental Impact Report (EIR) will be prepared given the increase of approximately 302,000 square feet of gross floor area; and
- **Fiscal Impact Analysis (FIA):** is required to analyze the project's revenue and cost effects on the City and applicable outside agencies.

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

CORRESPONDENCE

At the time of publication of this staff report, staff had not received any comments in response to the NOP or any comments on the overall project.

PROJECT REVIEW PROCESS

Following the July 13, 2015 scoping session and study session, the project will focus on the CEQA analysis, which requires dedicated staff and consultant time. A more detailed

discussion of the overall project review process is outlined in the Background section of the report.

ENVIRONMENTAL REVIEW

An EIR will be prepared for the project. Following the release of the Draft EIR, a public hearing will be held by the Planning Commission to provide an opportunity for the Commission, agencies, organizations and members of the public to provide verbal comments on the Draft EIR. Written comments on the Draft EIR will also be solicited at this time. Comments will then be addressed as part of the Final EIR, which would be reviewed at a subsequent meeting. Please review the EIR Scoping section of the report for a more detailed discussion of the environmental review process.

RECOMMENDED MEETING REVIEW PROCEDURE

Agenda Item F1

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

Agenda Item G1

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

Report prepared by:

Kyle Perata

Associate Planner

Report reviewed by:

Justin Murphy

Assistant Community Development Director

PUBLIC NOTICE

Public notification consisted of publishing a legal notice in the local newspaper and notification by mail of all property owners and occupants within a quarter-mile radius of the project site. In addition, the Facebook Campus Expansion Project page is available at the following web address: <http://menlopark.org/995/Facebook-Campus-Expansion-Project>. This page provides up-to-date information about the project, allowing interested parties to stay informed of its progress.

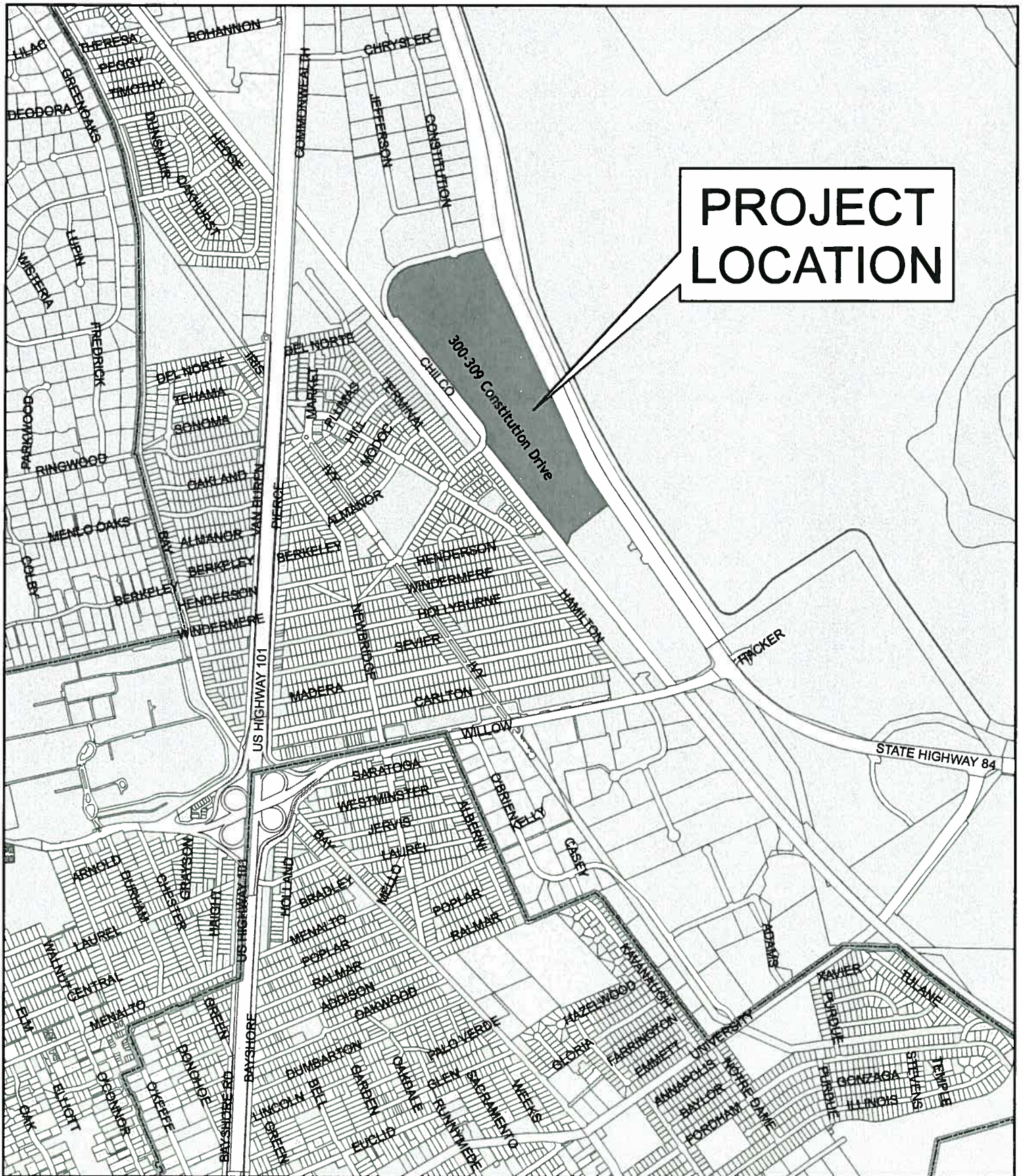
ATTACHMENTS

- A. Location Map
- B. Conceptual Project Plans And Project Description
- C. Notice of Preparation, dated June 18, 2015

EXHIBITS TO BE PROVIDED AT MEETING

None

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**PROJECT
LOCATION**



CITY OF
MENLO PARK



CITY OF MENLO PARK

LOCATION MAP

300-309 CONSTITUTION DRIVE

DRAWN: KTP CHECKED: KTP DATE: 7/13/15 SCALE: 1" = 1,320' SHEET: 1



FACEBOOK CAMPUS EXPANSION
BUILDINGS 21,22 & HOTEL SITE

Prepared By:
Gehry Partners, LLP

DEVELOPMENT APPLICATION UPDATE

July 7, 2015

RECEIVED

JUL 08 2015

**CITY OF MENLO PARK
PLANNING**

232

DRAWING SHEET INDEX			07/07/2015
SHEET #	SHEET TITLE	SCALE	
A0	PROJECT INFORMATION		
A0-01	TITLE / COVER	NTS	•
A0-02	ARCHITECTURAL DRAWING INDEX	NTS	•
A0-03	PROJECT DESCRIPTION	NTS	•
A0-04	PROJECT DESCRIPTION (CONTINUED)	NTS	•
A0-05	PROJECT DESCRIPTION (CONTINUED)	NTS	•
A0-06	PROJECT DESCRIPTION (CONTINUED)	NTS	•
A0-07	PRELIMINARY DATA SHEET	NTS	•
A0-08	AERIAL REGIONAL SITE VIEW	1"=300'	•
	ARCHITECTURAL		
A1	SITE		•
A1-01	EXISTING REGIONAL PLAN	1"=300'	•
A1-02	PROPOSED REGIONAL PLAN	1"=300'	•
A2	FLOOR PLAN		
A2-01	EXISTING SITE PLAN	1"=150'	•
A2-02	PROPOSED SITE PLAN	1"=150'	•
A2-03	GROUND LEVEL PLAN	1"=150'	•
A2-04	LEVEL 01 OFFICE PLAN	1"=150'	•
A2-05	LEVEL 01 MEZZANINE PLAN	1"=150'	•
A2-06	ROOF PLAN	1"=150'	•
A3	ACCESS AND CIRCULATION DIAGRAMS		•
A3-01	EMPLOYEE SHUTTLE OPERATIONS	1"=300'	•
A3-02	NOT USED		
A3-03	INTERNAL VEHICLE ACCE	1"=300'	•
A3-04	TRUCK ACCESS	1"=300'	•
A3-05	INTRA-CAMPUS TRAM OPERATION	1"=300'	•
A3-06	NOT USED		
A3-07	NOT USED		
A3-08	NOT USED		
A3-09	NOT USED		
A3-10	EMERGENCY VEHICLE ACCESS	1"=300'	•
A4	SECTIONS		
A4-01	SITE SECTIONS	AS NOTED	•
A4-02	SITE SECTIONS	AS NOTED	•
A4-03	SITE SECTIONS	AS NOTED	•
A5	PARKING PHASING		•
A5-01	EXISTING CONDITION: BUILDING 23 RENOVATION PARKING	1"=150'	•
A5-02	BUILDING 21 CONSTRUCTION PARKING	1"=150'	•
A5-03	BUILDING 22 & HOTEL CONSTRUCTION PARKING	1"=150'	•

Facebook Campus Expansion

Buildings 21, 22 & Hotel Site
301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

A0-02 ARCHITECTURAL DRAWING INDEX

JULY 7, 2015

PROJECT DESCRIPTION

Facebook Campus Expansion

301-309 CONSTITUTION DRIVE, MENLO PARK, CALIFORNIA
FACEBOOK BUILDINGS 21,22 & HOTEL SITE

I. INTRODUCTION

The proposed project involves the redevelopment of the existing 58 acre industrial site known as the TE Connectivity campus (formerly owned by Tyco Electronics Corporation (TE) with two new office buildings and an event center. In addition, the proposed project would enhance open space and connectivity through the former TE campus site by providing publicly accessible green space and a new pedestrian and bicycle bridge over Bayfront Expressway connecting the Belle Haven neighborhood to Bayfront Bedwell Park and the Bay Trail. The project sponsor is also evaluating the feasibility of developing a new, limited-service hotel on the site, which is included in the application and reflected in the site plan. Hibiscus Properties, LLC (a wholly-owned subsidiary of Facebook, Inc.) (Facebook) is the project sponsor.

The site is located at 300 to 309 Constitution Drive within the City of Menlo Park. The site is bounded by Chilco Street to the west and the south (in part), Bayfront Expressway to the north, and Giant Properties, LLC's (also a wholly-owned subsidiary of Facebook, Inc.) new Building 20 (formerly known as the West Campus) to the east. A portion of the site abuts the Dumbarton rail corridor to the south.

Facebook Campus Expansion

Buildings 21, 22 & Hotel Site

301-309 Constitution Drive, Menlo Park, California

Gehry Partners, LLP

A0-03 PROJECT DESCRIPTION

JULY 7, 2015

II. PROJECT OBJECTIVES

The Project has been designed to meet the following objectives:

- Expand Facebook and its affiliated companies to responsibly grow and deepen their roots in Menlo Park.
- Develop a highly connected campus that provides flexible work space.
- Minimize Traffic and greenhouse gas emissions by providing multiple transportation options to employees.
- Use highly-sustainable design techniques to promote energy and water efficiency and resource conservation.
- Connect the campus to the community by including space open to the public.
- Create a pedestrian/bicycle-friendly environment that enhances connectivity between the Belle Haven neighborhood and Bedwell Bayfront Park and the Bay Trail.
- Rehabilitate an existing industrial site and remediate hazardous materials where appropriate.
- Provide new green spaces, and increase habitat and landscaped areas with native, drought-tolerant plant species.

III. EXISTING CONDITIONS AND SITE HISTORY

The site was formerly owned by Tyco Electronics (TE), and comprises ten existing industrial and warehouse buildings comprising approximately 1,015,946 square feet, as well as 728,740 square feet of surface parking (1,690 spaces). TE (and its predecessor Raychem before it) used and continues to use the site primarily for industrial activities. Pentair Thermal Controls also leases one of the buildings on the site. The TE Site is zoned M-2 (General Industrial) and M-2-X under the City's General Plan and can be built out to approximately 1,142,968 square feet of office space under the allowable .45 FAR.

In December 2014, the Planning Commission approved a conditional use permit to convert an existing approximately 184,460 square foot warehouse building (inclusive of mezzanine space which is slated for removal) located on the southwestern portion of the site for office uses without adding any additional net new square footage. That building is located at 300 Constitution Drive and is known as Facebook Building 23. It will contain approximately 180,108 square feet of floor area upon occupancy. The renovation of Building 23 is expected to be completed in the first quarter of 2016.

IV. PROPOSED PROJECT

A. OFFICE AND HOTEL USES

The proposed project provides for the demolition of existing buildings (comprising approximately 835,838 square feet of floor area) and construction of two new office buildings containing approximately 962,400 square feet, resulting in a net new addition of approximately 126,562 square feet of space. Building 21 would contain approximately 512,900 square feet of office and event uses and be located on the eastern portion of the site. The event space would be utilized for internal Facebook events and have the capacity to hold up to 2,000 people. Building 21 would be constructed as the first phase of the project. Building 22 would involve approximately 449,500 square feet of office uses and be located on the western portion of the site. Building 22 would be constructed as the second phase. Maximum building heights would be capped at 75'. When combined with the office space located within Building 23, the total office use at the site will be 1,142,508 gross square feet at an FAR of .45. Building coverage would be approximately 50%.

As part of a future phase, the proposed project also contemplates a 200 room limited service hotel that would be located in the northwest corner of the site. That hotel would include approximately 174,000 square feet, and bring the proposed development FAR to just under .55.

The proposed office buildings would be consistent with the existing General Plan and M-2 General Industrial Zoning District, which allows office uses at a FAR of up to .45. A rezoning would be required in order to exceed the maximum 35' height limit and accommodate the proposed hotel.

B. DESIGN APPROACH

The proposed design for the new office buildings embodies a similar approach to the newly completed Building 20. Parking is proposed to be provided at grade, with the main office spaces elevated above on a second level and limited mezzanine spaces planned on level three. This approach is intended to address the flood constraints on this site, which is located within an A1 Flood zone.

Facebook Campus Expansion

Buildings 21, 22 & Hotel Site

301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

A0-04 PROJECT DESCRIPTION (CONTINUED)

JULY 7, 2015

Buildings 21 and 22 are designed as rectangular buildings oriented in an east/west direction. The façades will have large curtain wall areas with bird friendly glazing periodically interrupted by enclosed walls, with exterior elevated terraces extending off the main building envelope shape. The perimeter of the buildings will have exposed open stairways for exiting on the north and south façades. The interior of the buildings will have a large floor to floor space with ample daylight from skylights and exterior glazing. The interior spaces will be divided by groupings of conference rooms.

The proposed project is organized around a green space open to the public and pedestrian and bicycle corridor that runs through the middle of the site. This will allow visual permeability from the Belle Haven community north to the Bay from multiple locations. The proposed project would also include construction of a new pedestrian and bicycle bridge over Bayfront Expressway to allow for safe and convenient access to the Bay Trail and Bedwell Bayfront Park from the Belle Haven neighborhood. The perimeter of the site will have a generous landscaped buffer that includes bicycle and pedestrian pathways separated from the vehicle access roads.

C. SUSTAINABILITY

The project would employ sustainability strategies similar to those used in the construction of Building 20 such as the use of native and drought tolerant plant species, the installations of energy and water efficient conservation systems, and the use of recycled materials. Bird-safe design principles would be utilized where appropriate. The project contemplates pursuit of LEED gold equivalency with respect to the construction and performance of Buildings 21 and 22. Green roof parks are also being considered for both of the new office buildings.

D. ACCESS, CIRCULATION, CONNECTIVITY AND PARKING

Access to the site is proposed from Constitution Drive and a new signalized intersection along Bayfront Expressway at the mid-point of the site. The circulation plan for the proposed project is in the early stages of development, and more traffic analysis is required to refine these concepts. A vehicular connection on the east end of the site to Building 20 is also being contemplated.

The buildings will be connected to one another and to the existing Building 20 to maintain effective employee access. These connections are likely to take the form of open bridges and other architectural features.

On-site circulation is intended to support a highly-connected, pedestrian-oriented environment. Pedestrian and bicycle paths will connect the new office buildings on the site to Building 20, as well as Facebook's Buildings 10 through 19 located on the other side of the Bayfront Expressway (formerly known as the Facebook East Campus). Facebook is also exploring additional intra-campus connectivity methods to enhance circulation and intends to expand an existing on-campus bicycle share program. Through-campus circulation will be provided for buses and private vehicles. Emergency vehicle access will be provided along the outside perimeter of the office buildings with access to the center open space from the south, as well as a connection to Chilco Street near the existing fire station. These routes for the proposed project will also connect with the existing emergency vehicle access routes that serve Building 20, and may provide access to the surface parking proposed for the project. The frontage along Chilco Street would also be improved as part of the proposed project.

Facebook Campus Expansion

Buildings 21, 22 & Hotel Site

301-309 Constitution Drive, Menlo Park, California

Gehry Partners, LLP

A0-05 PROJECT DESCRIPTION (CONTINUED)

JULY 7, 2015

Facebook proposes to add 2,365 surface parking spaces including spaces for handicapped, electric vehicles, van pools, and other modes of transportation, which would bring the total number of parking spaces on the site to 4,055 including the hotel parking and those that serve the existing Building 23.

Facebook is also studying the feasibility of activating the existing Dumbarton rail corridor which abuts the site, while preserving the viability of commuter rail operations in the future. Potential uses could include a new pedestrian/bicycle pathway. Although the City of Menlo Park does not have jurisdiction over the Dumbarton rail corridor and any proposed reuse of the rail line would be analyzed as a separate project, Facebook desires to work with the appropriate public agencies and coordinate these studies concurrently with the processing of the proposed project.

E. TRANSPORTATION DEMAND MANAGEMENT

Facebook will continue to implement its aggressive and highly-effective transportation demand management program to minimize adverse effects to the community from traffic, and is exploring a number of alternatives to reduce peak hour employee trips (and particularly trips from single occupancy vehicles). An Environmental Impact Report will be prepared pursuant to the California Environmental Quality Act for the proposed project, and Facebook anticipates that additional traffic reducing measures will be incorporated into the required analysis of feasible alternatives and mitigation measures.

F. PHASING

The proposed project would be constructed in phases. Facebook anticipates applying for a conditional development permit to construct Building 21 first in order to meet its near-term needs. The proposed open space and pedestrian/bicycle bridge is presently anticipated to be constructed as part of this first phase. The second phase of development would involve Building 22, which due to existing leaseholds will follow thereafter.

Facebook does not presently intend to apply for any permits in the near term for the western portion of the TE site (Building 22 and the hotel) but desires to propose a preliminary master plan for the entire TE site in conformance with the General Plan that permits the plan to be included in the environmental review.

IV. PROJECT APPROVALS

Upon certification of the EIR, it is anticipated that the following approvals by the City would be required:

- **Zoning Ordinance Amendment.** A zoning ordinance amendment would be required in order to allow the development of a hotel and extend the M-2 zoning district's 35 foot height limit.
- **Conditional Development Permit.** A CDP would be required to establish development regulations, such as a new height limit.
- **Development Agreement.** Facebook is requesting a Development Agreement with the City to create vested rights in project approvals. The Development Agreement would require approval by the City Council.
- **Architectural Control.** Architectural Control approval would be required for design review of the specific development proposed for Buildings 21 and 22.
- **Lot Line Adjustment/Lot Merger/Parcel Map.** A lot line adjustment, lot merger or parcel map may be required.
- **Tree Removal Permit.** A tree removal permit would be required for each heritage tree proposed for removal.
- **Mitigation Monitoring Plan.** Approval of the mitigation measures identified in the EIR and the Mitigation Monitoring Plan would be required by the City Council.

Facebook Campus Expansion

Buildings 21, 22 & Hotel Site

301-309 Constitution Drive, Menlo Park, California

Gehry Partners, LLP

A0-06 PROJECT DESCRIPTION (CONTINUED)

JULY 7, 2015

PRELIMINARY DATA SHEET

LOCATION: 300-309 CONSTITUTION DRIVE, MENLO PARK, CALIFORNIA						
EXISTING USE: WAREHOUSE/OFFICE USE				APPLICANT: HIBISCUS PROPERTIES, LLC		
PROPOSED USE: OFFICE WITH AN OPTION FOR HOTEL				PROPERTY OWNER(S): HIBISCUS PROPERTIES LLC		
ZONING: M2				APPLICATION(S): DEVELOPMENT APPLICATION		
DEVELOPMENT STANDARDS		PROPOSED DEVELOPMENT		EXISTING PROJECT		M-2 ZONING ORDINANCE
LOT AREA	2,539,928	SF		2,539,928	SF	NA SF MIN
AVERAGE LOT WIDTH	3,100	FT		3,100	FT	NA FT MIN
AVERAGE LOT DEPTH	820	FT		820	FT	NA FT MIN
SETBACKS						
FRONT (NORTH)	60	FT		60	FT	20 FT
REAR (SOUTH)	21	FT		21	FT	0 FT
SIDE (WEST)	46	FT		46	FT	10 FT
SIDE (East)	72	FT		81	FT	10 FT
BUILDING COVERAGE						
COVERAGE: (INCLUDES BUILDING ENCLOSURE & EXTERIOR)	1,142,968	SF		823,365	SF	1,142,968 SF MAX
	45%			32%		45% MAX
FAR (FLOOR AREA RATIO) OFFICE USE	45%			40%		45%
FAR (FLOOR AREA RATIO) OFFICE USE + HOTEL	52%					
BUILDING SQUARE FOOTAGE						
EXISTING BUILDINGS 301-309 CONSTITUTION AVE	NA			835,838	GFA	
BUILDING 23 - 300 CONSTITUTION RENOVATION	180,108	GFA		180,108	GFA	
BUILDING 21 - OFFICE BUILDING	512,900	GFA		NA		
BUILDING 22 - OFFICE BUILDING	449,500	GFA		NA		
POTENTIAL HOTEL	174,800	GFA		NA		
TOTAL SQUARE FOOTAGE FOR BUILDINGS	1,317,308	GFA		1,015,946	GFA	
BUILDING HEIGHT						
	75	FT		73	FT	
PARKING						
OFFICE PARKING PROVIDED ON SITE	3,810	SPACES		1,690	SPACES	
HOTEL PARKING PROVIDED ON SITE	245	SPACES		NA	NA	
TOTAL PARKING	4,055	SPACES		1,690	SPACES	
CALCULATED BASIS FOR PARKING:	OFFICE PARKING: 1 SPACE /300 SF, HOTELPARKING: 1 SPACE /ROOM + EMPLOYEES					

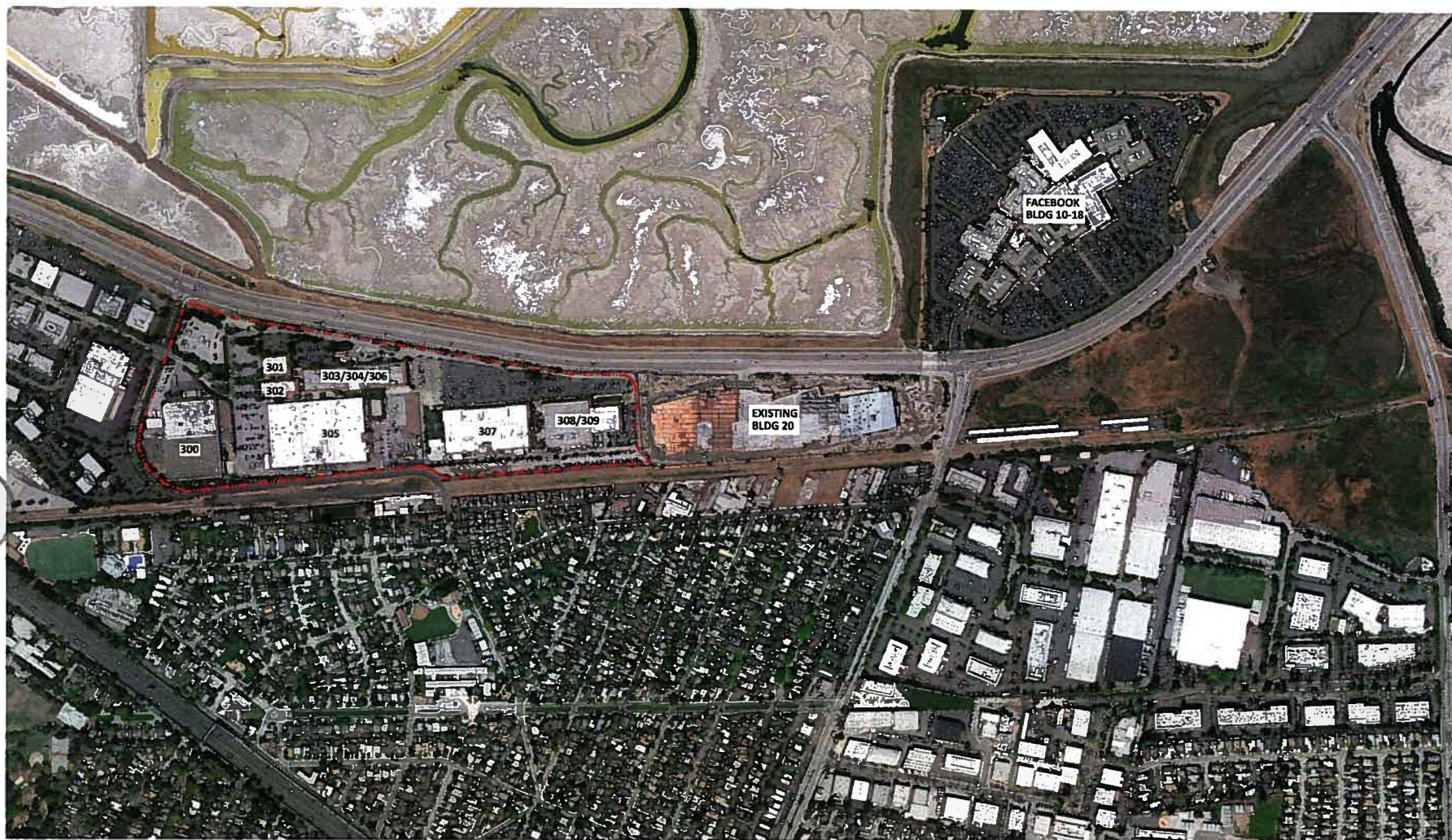
FLOOD ZONE - AE
BASE FLOOD ELEVATION (BFE) 10.3' NAVD '88
ALL ELEVATIONS REFER TO NAVD '88

Facebook Campus Expansion

Buildings 21, 22 & Hotel Site
301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

A0-07 PRELIMINARY DATA SHEET

JULY 7,2015



0 150 300 600



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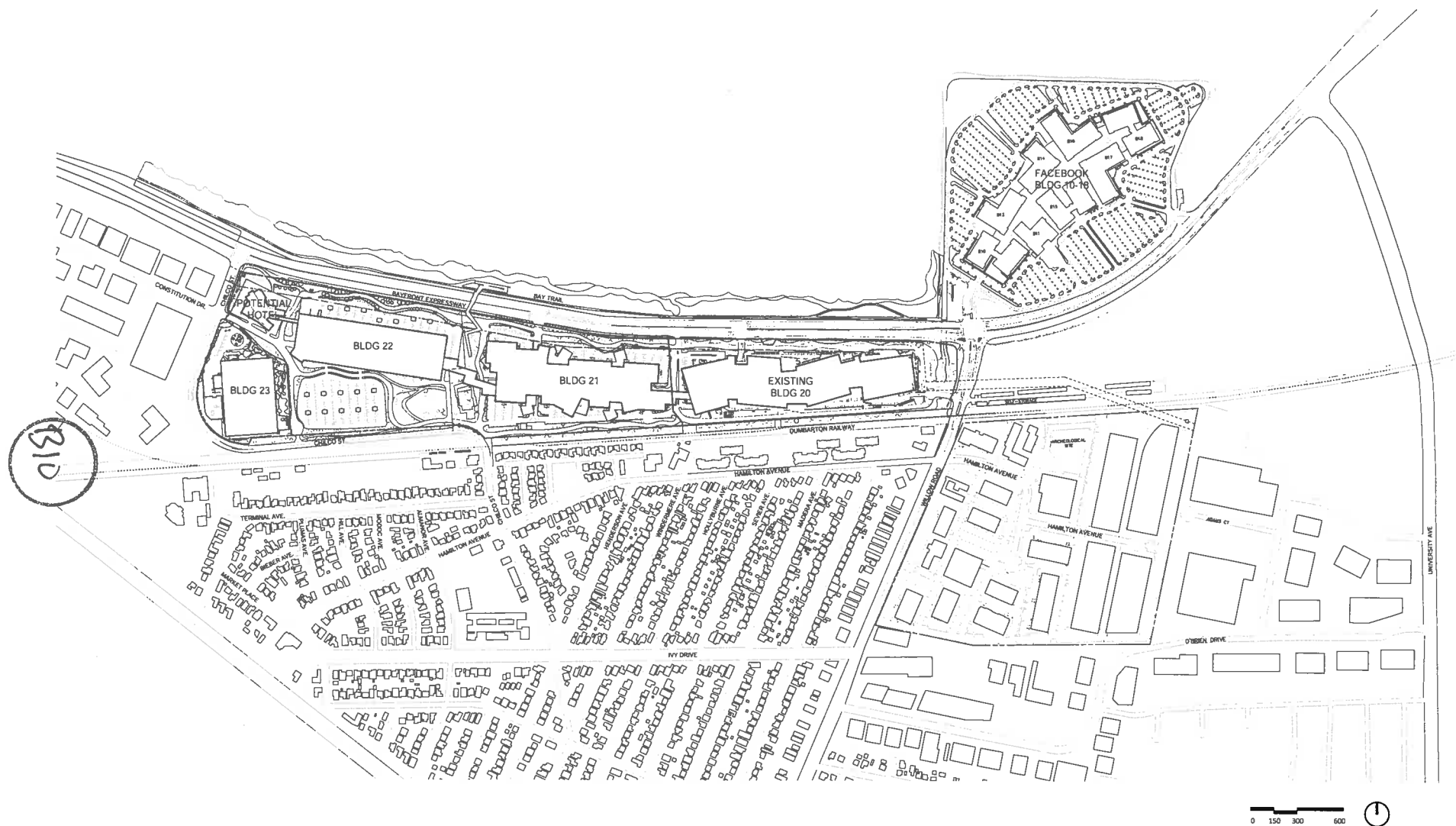
Buildings 21, 22 & Hotel Site
301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

A0-08 AERIAL REGIONAL SITE VIEW

SCALE : 1"= 300'

11X17 SCALE IS 1"= 600'

JULY 7, 2015



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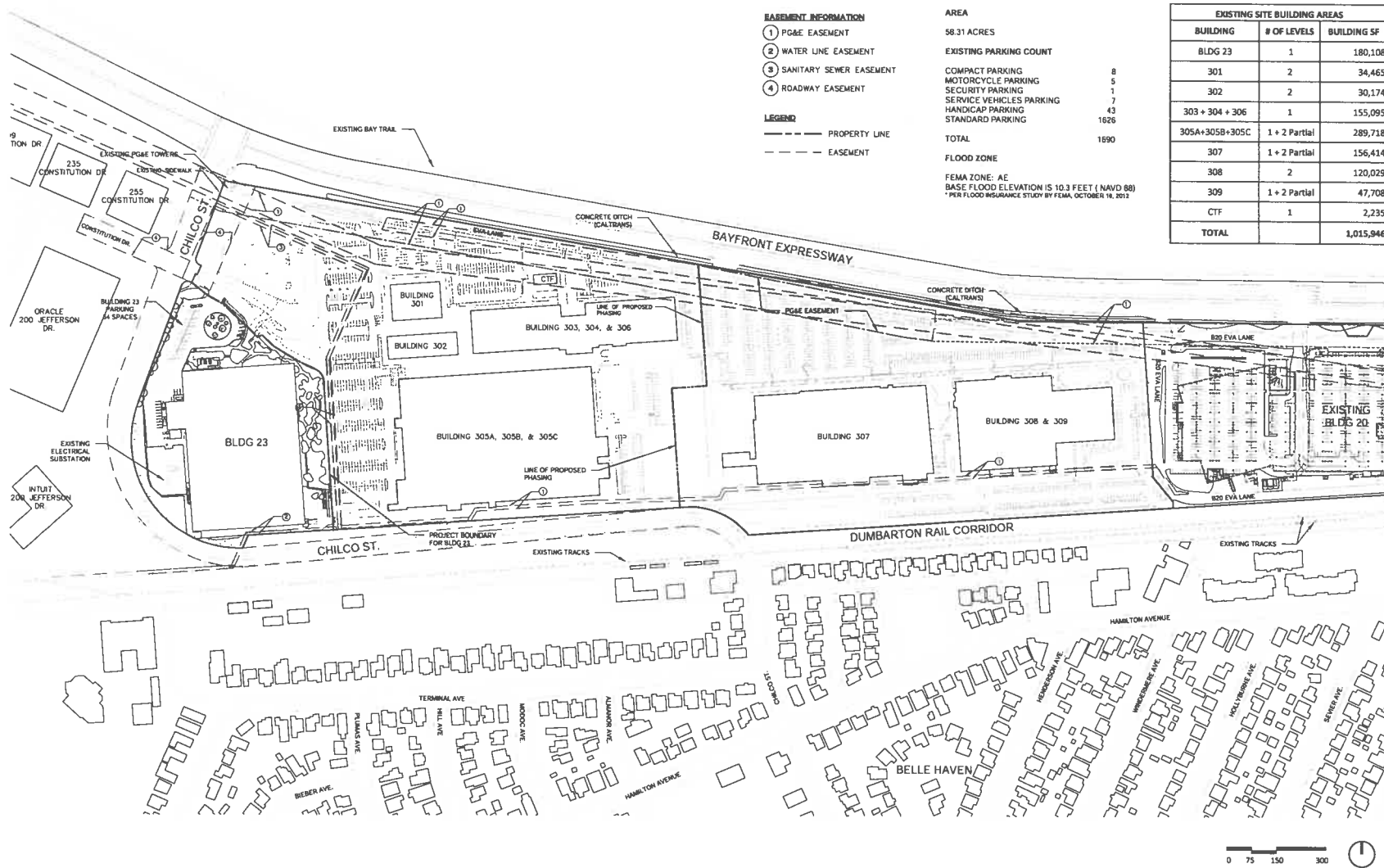
A1-02 PROPOSED REGIONAL PLAN

SCALE : 1" = 300'

11X17 SCALE IS 1" = 600'

JULY 7, 2015

1311



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Buildings 21, 22 & Hotel Site
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A2-01 EXISTING SITE PLAN

SCALE : 1"= 150'

11X17 SCALE IS 1"=300'

JULY 7, 2015

1312



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A2-02 PROPOSED SITE PLAN

SCALE : 1"= 150'

11X17 SCALE IS 1"=300'

JULY 7, 2015

1314



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301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

A2-04 LEVEL 01 OFFICE PLAN

SCALE : 1"= 150'

11X17 SCALE IS 1"=300'

JULY 7, 2015



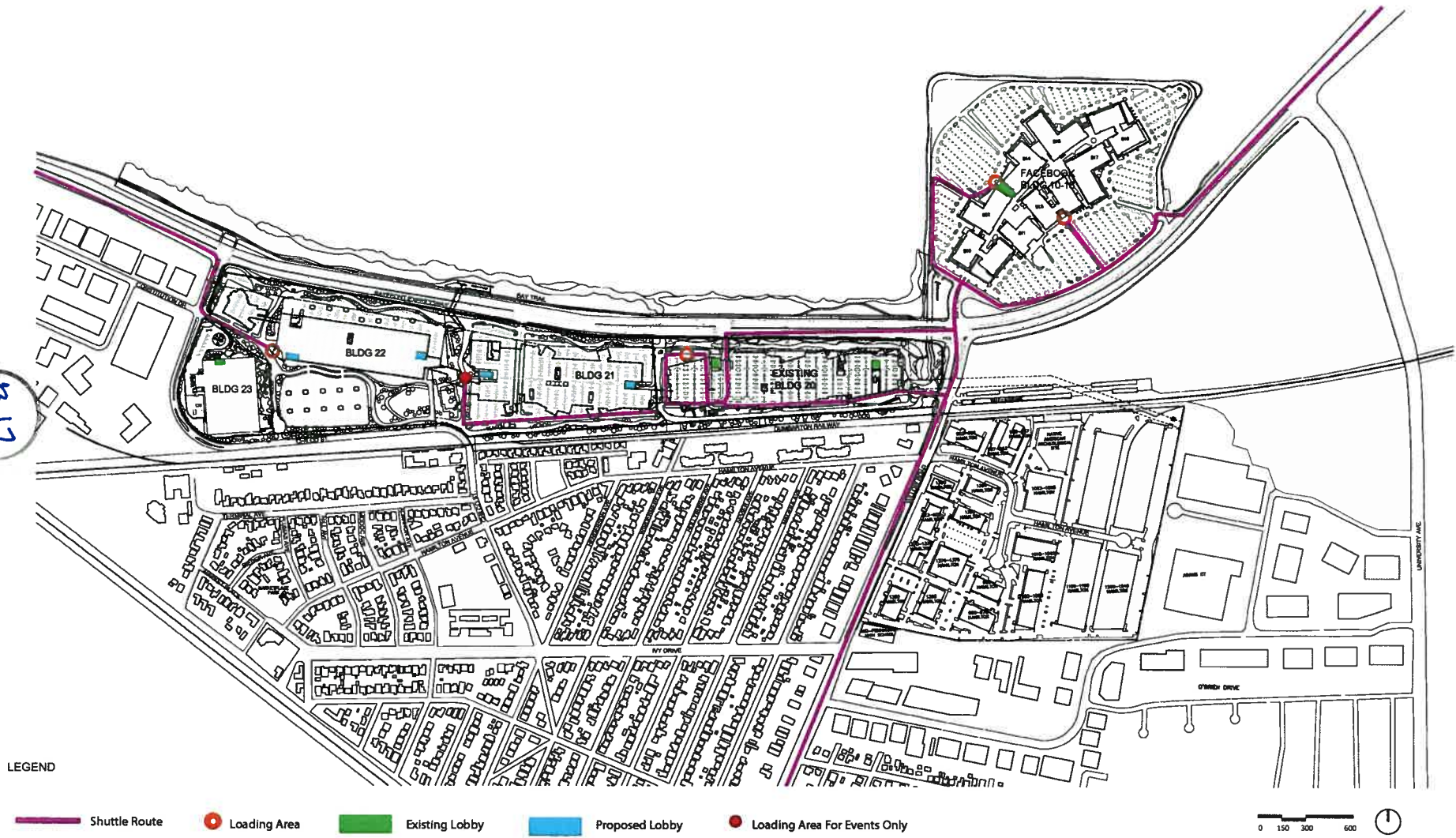
Buildings 21, 22 & Hotel Site
301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

SCALE : 1"= 150'

11X17 SCALE IS 1"=300'

JULY 7, 2015

1317

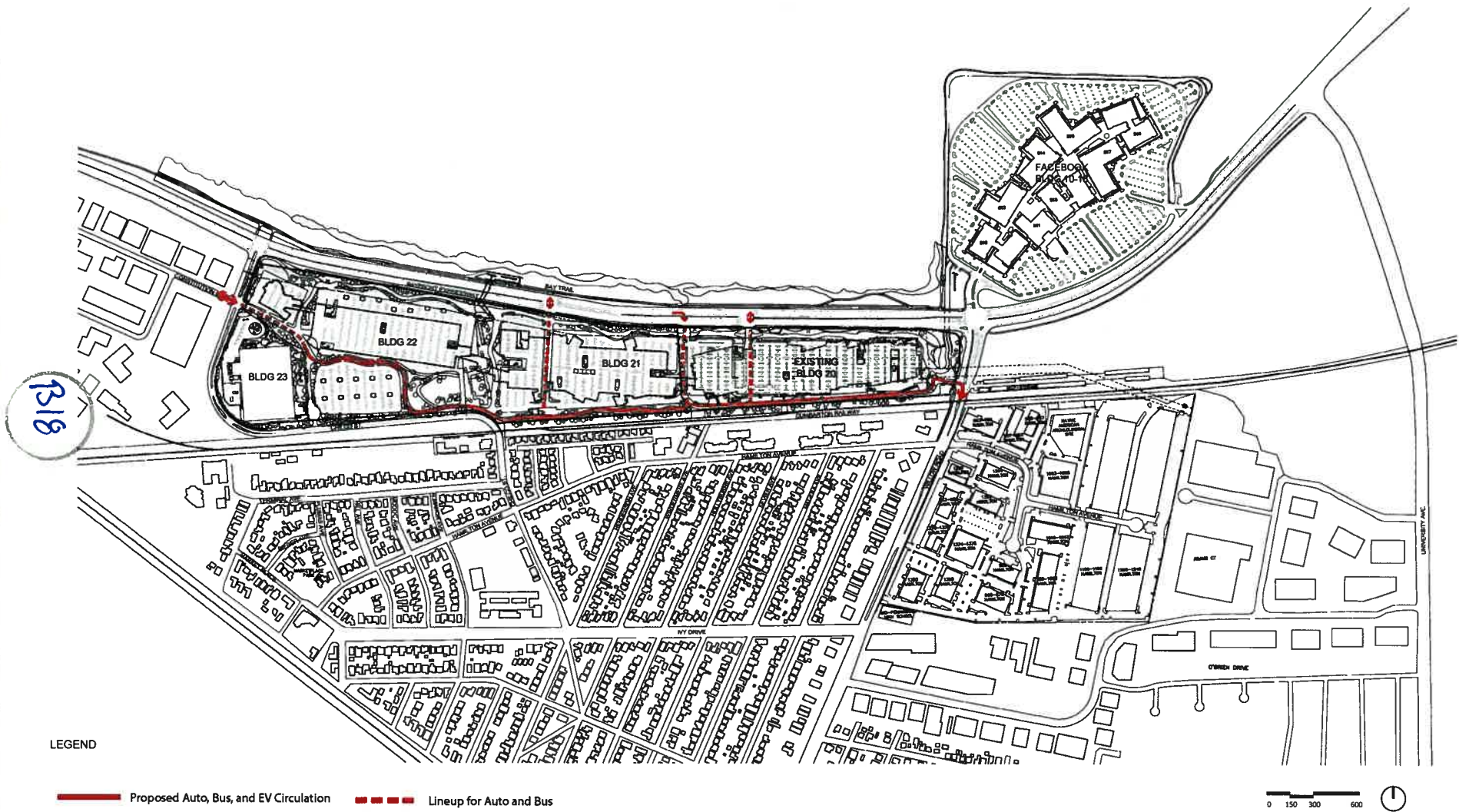


Facebook Campus Expansion

Buildings 21, 22 & Hotel Site
301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

A3-01 EMPLOYEE SHUTTLE OPERATIONS

SCALE : 1"= 300'
11X17 SCALE IS 1"= 600'
JULY 7, 2015



Facebook Campus Expansion

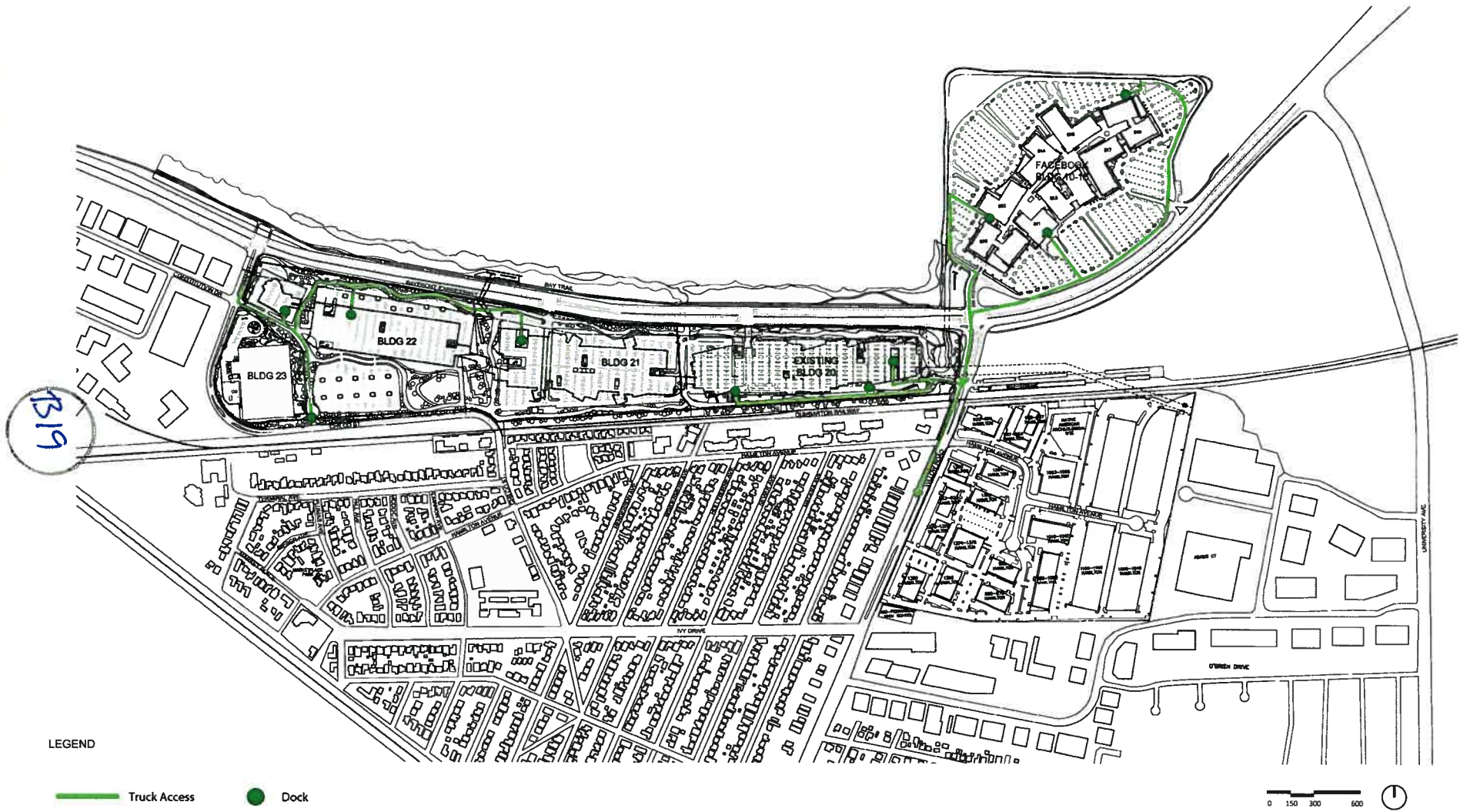
Buildings 21, 22 & Hotel Site
301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

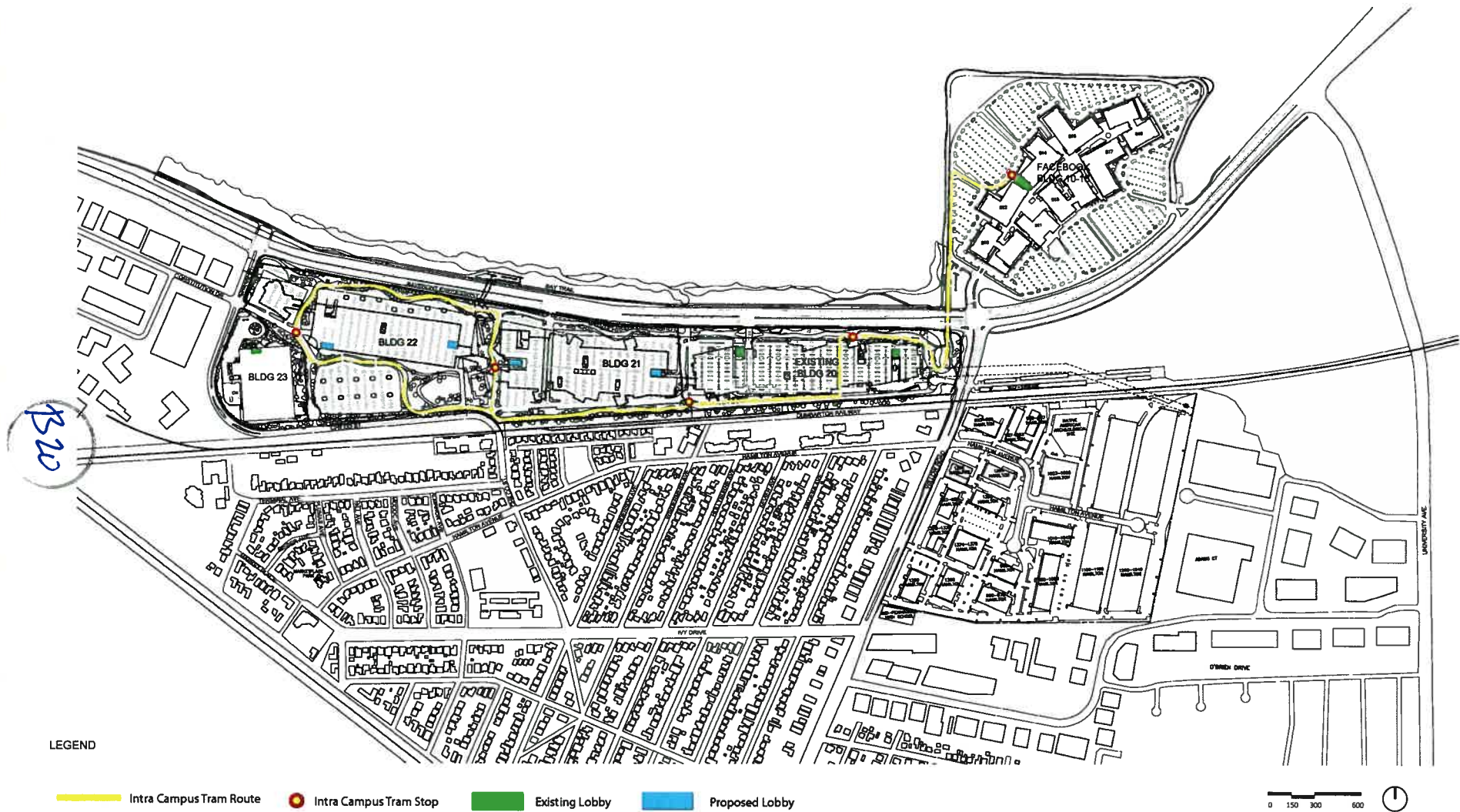
A3-03 INTERNAL VEHICLE ACCESS

SCALE : 1" = 300'

11X17 SCALE IS 1" = 600'

JULY 7, 2015





Facebook Campus Expansion

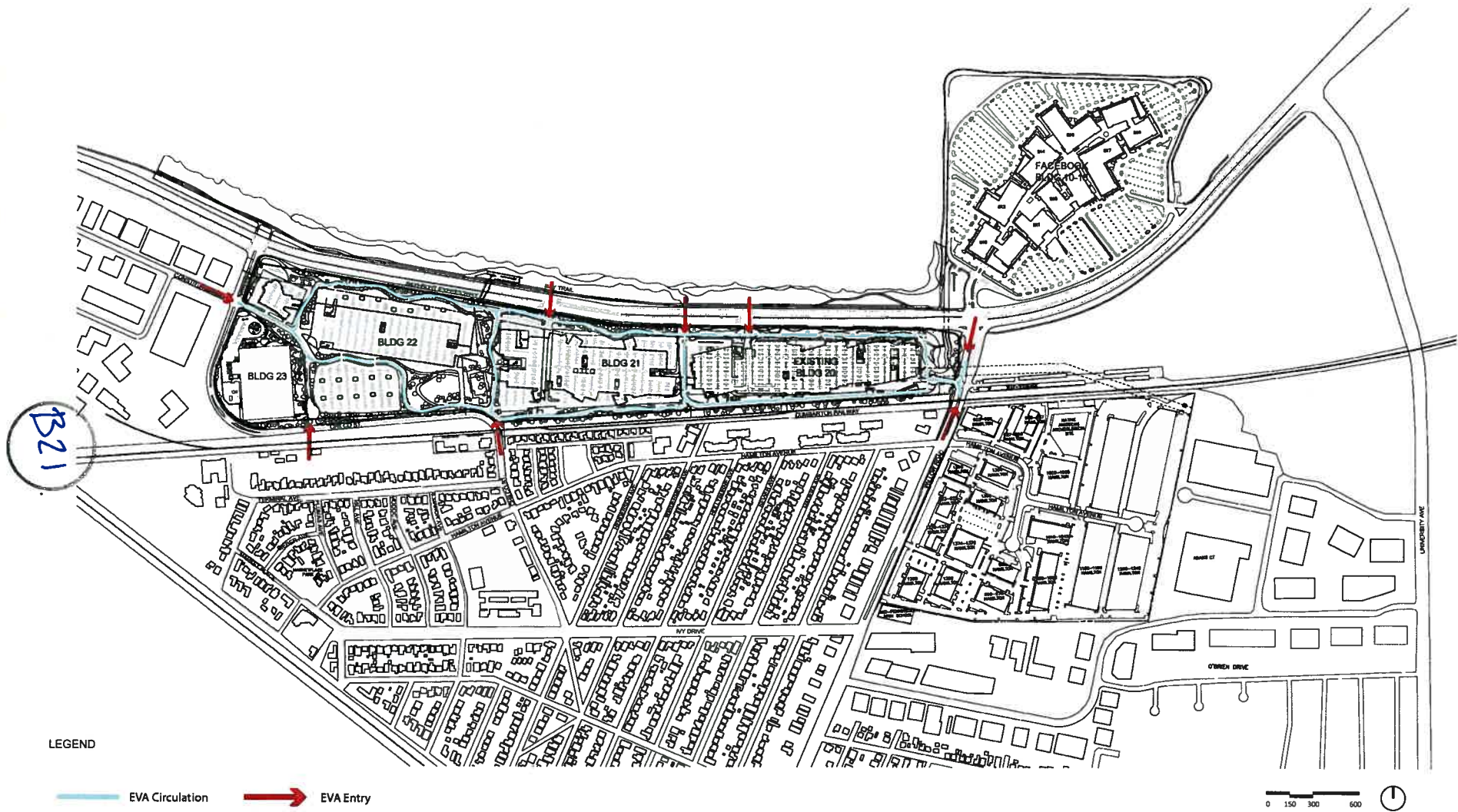
Buildings 21, 22 & Hotel Site
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Gehry Partners, LLP

A3-05 INTRA-CAMPUS TRAM OPERATIONS

SCALE : 1"= 300'

11X17 SCALE IS 1"= 600'

JULY 7, 2015



Facebook Campus Expansion

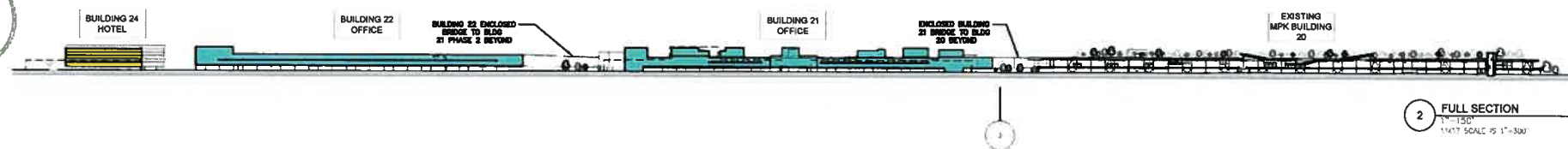
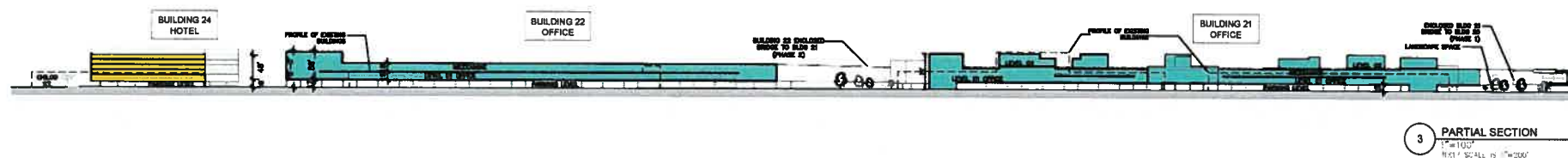
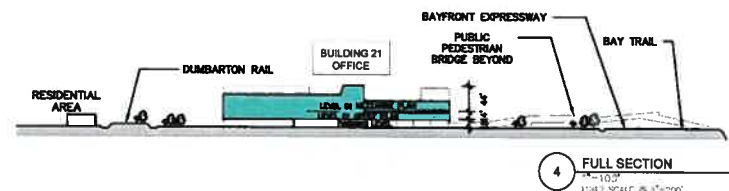
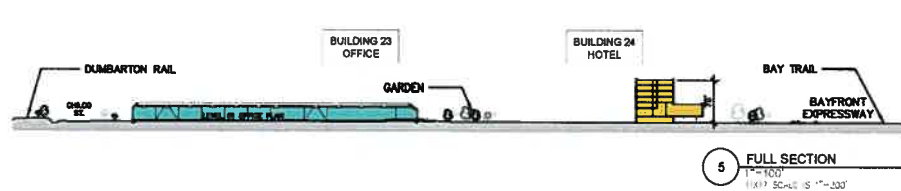
Buildings 21, 22 & Hotel Site
301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

A3-10 EMERGENCY VEHICLE ACCESS

SCALE : 1" = 300'

11X17 SCALE IS 1" = 600'

JULY 7, 2015

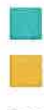


KEY:

OFFICE

HOSPITALITY

EXISTING
BUILDINGS



1 KEY PLAN

Facebook Campus Expansion

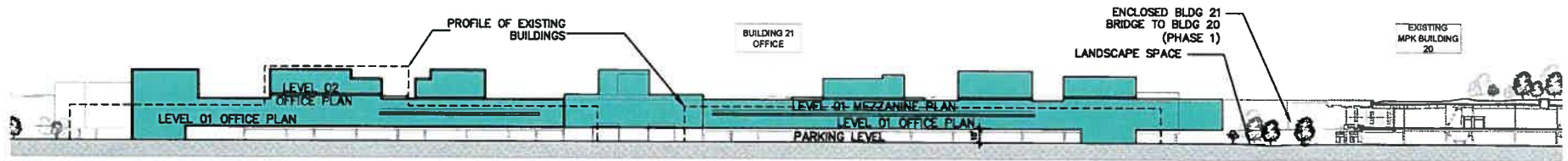
Buildings 21, 22 & Hotel Site
301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

A4-01 SITE SECTIONS

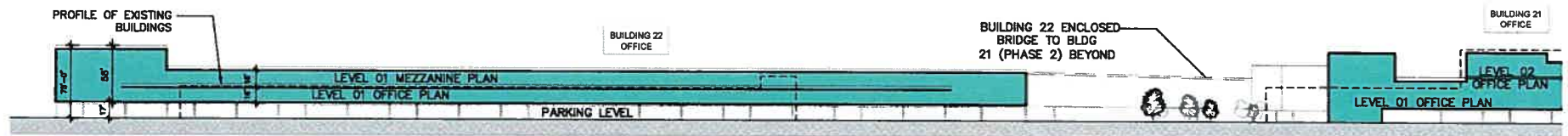
SCALE : AS NOTED

11x17 SCALE IS AS NOTED

JULY 7, 2015



3B FULL SECTION
1/8" = 1'-0"
1/8" = 1'-0"



3A PARTIAL SECTION
1/8" = 1'-0"
1/8" = 1'-0"



2 FULL SECTION
1/8" = 1'-0"
1/8" = 1'-0"

KEY:

OFFICE



HOSPITALITY



EXISTING BUILDINGS



1 KEY PLAN

Facebook Campus Expansion

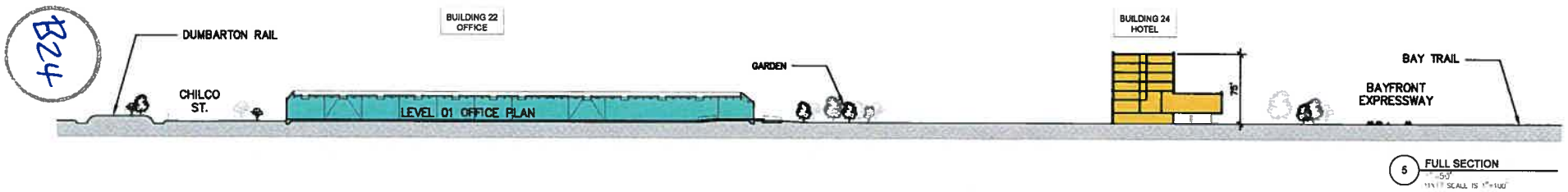
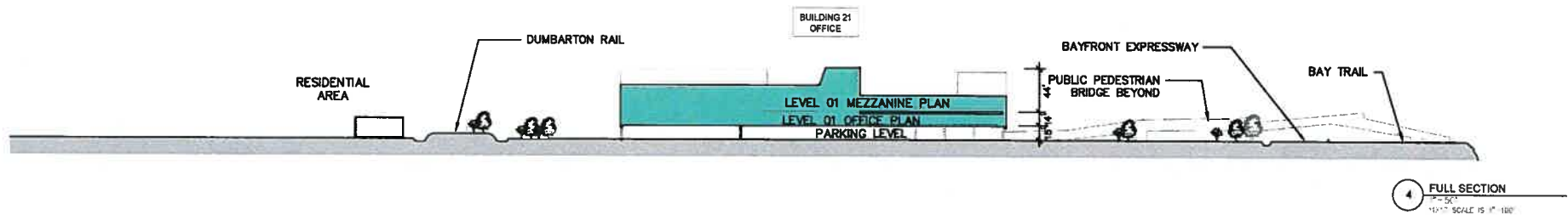
Buildings 21, 22 & Hotel Site
301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

A4-02 SITE SECTIONS

SCALE : AS NOTED

11X17 SCALE IS AS NOTED

JULY 7, 2015

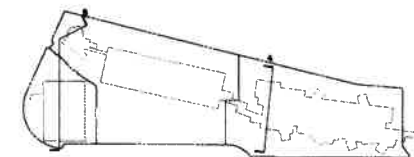


KEY:

OFFICE

HOSPITALITY

EXISTING BUILDINGS



1 KEY PLAN

Facebook Campus Expansion

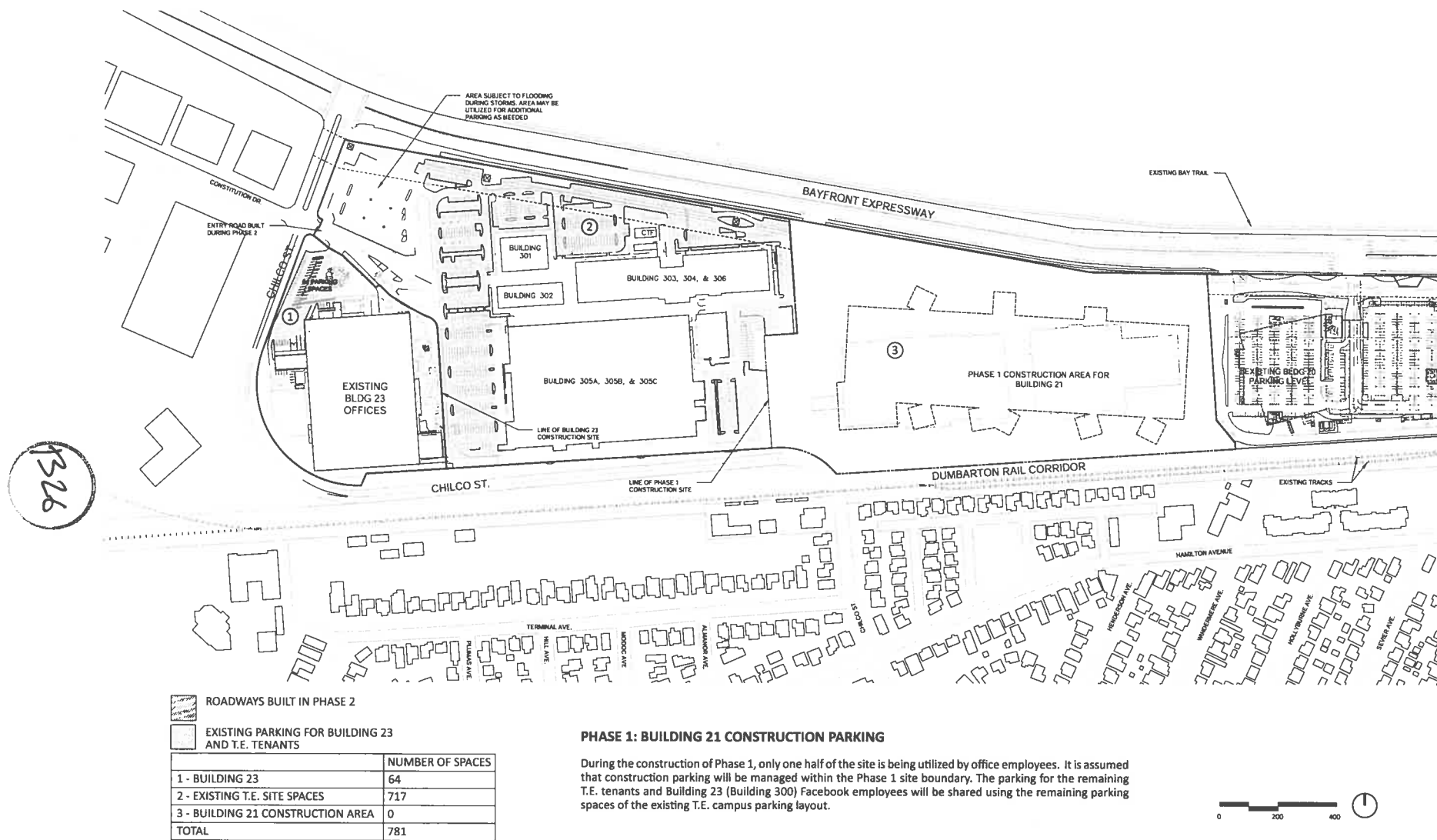
Buildings 21, 22 & Hotel Site
301-309 Constitution Drive, Menlo Park, California
Gehry Partners, LLP

A4-03 SITE SECTIONS

SCALE : AS NOTED

11X17 SCALE IS AS NOTED

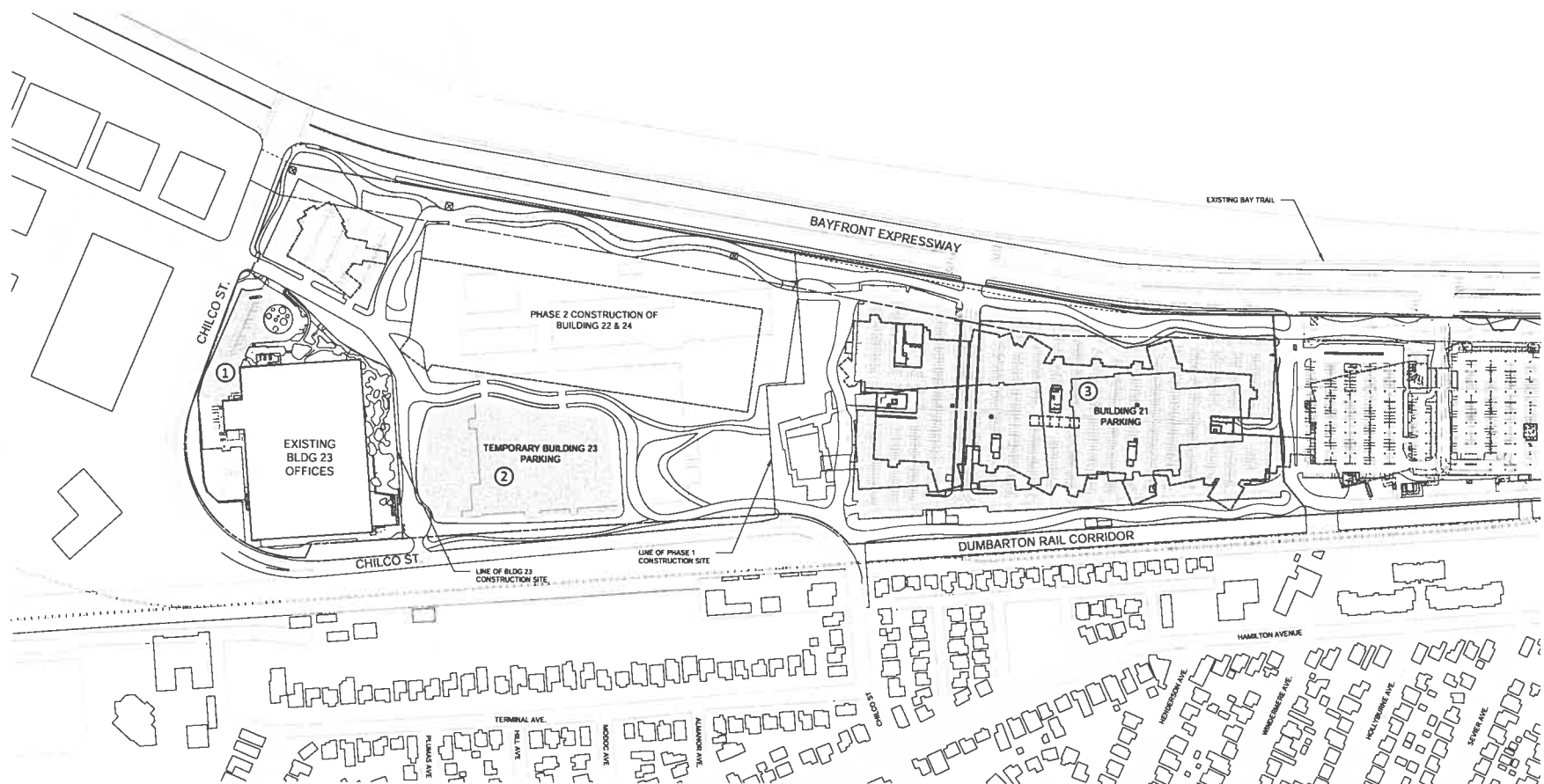
JULY 7, 2015



Facebook Campus Expansion

A5-02 PHASE 1: BUILDING 21 CONSTRUCTION PARKING

1327



PARKING FOR BUILDING 23 DURING PHASE 2 CONSTRUCTION

	NUMBER OF SPACES
1 - BUILDING 23	64
2 - TEMPORARY BUILDING 23 PARKING	536
3 - BUILDING 21 SITE	1,710
TOTAL	2,310

PHASE 2 - BUILDING 22 & HOTEL CONSTRUCTION PARKING

During the construction of Phase 2, this site needs to accommodate the new building employees for Building 21 and Building 23 (Building 300). Phase 2 accommodates the code required parking spaces for the new office Building 21 square footage, a total of 1,710 spaces. This plan allocates a parking area for temporary parking of 536 spaces for Building 23 in a zone on the Phase 2 construction area. Phase 2, once completed, will accommodate the remaining code-required 536 parking spaces for Building 23 to the east of the building.



Facebook Campus Expansion
 Buildings 21, 22 & Hotel Site
 301-309 Constitution Drive, Menlo Park, California
 Gehry Partners, LLP

A5-03 PHASE 2: BUILDING 22 & HOTEL CONSTRUCTION PARKING
 SCALE : 1"= 150'
 11X17 SCALE IS 1"=300'
 JULY 7, 2015



NOTICE OF PREPARATION ENVIRONMENTAL IMPACT REPORT FACEBOOK CAMPUS EXPANSION PROJECT CITY OF MENLO PARK

Date: June 18, 2015

To:	State Clearinghouse	From:	Kyle Perata
	State Responsible Agencies		Associate Planner
	State Trustee Agencies		City of Menlo Park
	Other Public Agencies		701 Laurel Street
	Interested Organizations		Menlo Park, CA 94025

Subject: Notice of Preparation (NOP) of the Environmental Impact Report for the Facebook Campus Expansion Project

Lead Agency: City of Menlo Park Planning Division

Project Title: Facebook Campus Expansion Project

Project Area: City of Menlo Park

Notice is hereby given that the City of Menlo Park (City) will be the lead agency and will prepare an environmental impact report (EIR) for the Facebook Campus Expansion Project (Project). The EIR will address the Project's potential physical environmental effects on each of the environmental topics outlined in the California Environmental Quality Act (CEQA). The City of Menlo Park is requesting comments on the scope and content of this EIR.

A scoping session will be held as part of the Planning Commission meeting on **July 13, 2015, at 7 p.m.** at the Menlo Park City Council Chambers, located at 701 Laurel Street, Menlo Park, CA 94025. The scoping session is part of the EIR scoping process and when the City solicits input from the public and other agencies on specific topics they believe should be addressed in the environmental analysis. The focus of the scoping meeting will be the content to be studied in the EIR. Written comments on the scope of the EIR may also be sent to:

**Kyle Perata, Associate Planner
City of Menlo Park
Community Development Department, Planning Division
701 Laurel Street
Menlo Park, CA 94025
ktperata@menlopark.org
Phone: 650.330.6721
Fax: 650.327.1653**

Comments on the NOP are due no later than the close of the NOP review period at 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 Kyle Perata at the address shown above or email to



ktperata@menlopark.org with "Facebook Campus Expansion Project EIR" as the subject. Public agencies providing comments are asked to include a contact person for the agency.

PROJECT LOCATION AND EXISTING CONDITIONS: The 58-acre Project site encompasses the existing TE Connectivity (TE) campus at 300–309 Constitution Drive in the city of Menlo Park. The Project site, which includes assessor's parcel number (APN) 055-260-250, is zoned M-2 (General Industrial) and M-2-X (General Industrial, Conditional Development). The site is designated as Limited Industry under the City's General Plan and can be built out to approximately 1.142 million square feet (sf) of office uses under the allowable 0.45 floor area ratio (FAR), and up to approximately 1.396 million square feet or 0.55 FAR for other general industrial uses. The Project site is bounded by Bayfront Expressway/State Route (SR) 84 to the north, Facebook Building 20 to the east, and Chilco Street to the west and south. A portion of the Project site abuts the Dumbarton Rail Corridor to the south. Figure 1 depicts the location of the Project site.

Currently, there are 10 buildings containing industrial, warehouse, office, and research and development (R&D) uses at the Project site, totaling approximately 1.02 million sf, as well as 1,690 parking spaces. TE used and continues to use the site primarily for industrial activities and Pentair Thermal Controls leases one of the on-site buildings. In December 2014, the Planning Commission approved a conditional use permit to convert an existing 184,460-square-foot warehouse building located on the southwestern portion of the Project site for Facebook office uses. The conversion will result in an approximately 4,330 square feet reduction for a new building square footage of approximately 180,108 square feet. The renovation of this building (Building 23) is expected to be completed in the first quarter of 2016 and, while it is located on the Project site, it is not part of the Project.

PROJECT DESCRIPTION: The proposed Facebook Campus Expansion Project includes the demolition of buildings at the site (Building 23 would not be demolished) and the construction of two new office buildings (Building 21 and Building 22), encompassing approximately 967,000 sf (a net increase of approximately 127,000 sf at the Project site). Figure 2 shows the conceptual site plan. The proposed Building 21 would contain approximately 513,000 sf of office and event uses and be located on the eastern portion of the Project site. The event space would be utilized for internal Facebook events and have the capacity to accommodate approximately 2,000 people. Building 21 would be constructed during the first phase of development, and Building 22 would be constructed as the second phase of development. The proposed Building 22 would include approximately 450,000 sf of office uses and would be located on the western portion of the Project site. Both buildings would be constructed over surface parking that would contain approximately 3,800 parking spaces. The buildings would be connected to each other and the existing Building 20 east of the Project site via enclosed bridges. The buildings would have an architectural style, height, and massing similar to that of Facebook Building 20. Maximum building heights would be approximately 75 feet.

The Project would also include the potential for a 200-room limited-service hotel with approximately 175,000 sf of space (Building 24) in the northwestern portion of the Project site. The hotel, which would be located near the corner of Chilco Street and Bayfront Expressway, could be constructed in a future phase and would bring the total area of new development at the Project site to approximately 1.14 million sf, with a total FAR not to exceed 0.55 (including existing Building 23). The proposed office GFA would be consistent with the existing City General Plan and M-2 General Industrial Zoning District, which allows office uses at a FAR of up to 0.45 and the comprehensive project including the hotel would not exceed 0.55 FAR, which is consistent with the City General Plan. However, rezoning the entire site from M-2 and M-2-X to M-2-X would be required to exceed the maximum 35-foot height limit and a Zoning Ordinance Text Amendment would be required to accommodate the proposed hotel.

Access to the Project site is proposed from Constitution Drive and a new signalized intersection on Bayfront Expressway at the mid-point of the site. A vehicular connection on the east end of the site to the existing Building 20 could also be constructed. The Project may include a limit on the number of daily or

peak period vehicle trips to and from the site. The Project would be organized around a publicly accessible open space and a bicycle/pedestrian corridor that would run north-south through the middle of the site. The Project would also include construction of a new bicycle/pedestrian bridge over Bayfront Expressway to allow for access to the Bay Trail and Bedwell Bayfront Park from the Project site and the Belle Haven neighborhood. The perimeter of the Project site would have a landscaped buffer that would include bicycle/pedestrian pathways that would be separated from the vehicle access roads. The on-site paths would connect the proposed office buildings to Building 20 on the east and Facebook Buildings 10–19 on the north side of Bayfront Expressway.

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

- Rezone from M-2 to M-2-X
- Conditional Development Permit
- Zoning Ordinance Text Amendment
- Development Agreement
- Heritage Tree Removal Permits
- Below-Market-Rate Housing Agreement
- Lot Line Adjustment
- Environmental Review
- Fiscal Impact Analysis

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

- Bay Area Air Quality Management District (BAAQMD)
- California Department of Transportation (Caltrans)
- California Regional Water Quality Control Board (RWQCB)/San Mateo Countywide Water Pollution Prevention Program
- City/County Association of Governments (C/CAG)
- San Mateo County Transportation Authority (SMCTA)
- Department of Toxic Substance Control (DTSC)
- Menlo Park Fire Protection District
- San Mateo County Environmental Health Division
- West Bay Sanitary District

INTRODUCTION TO EIR: The purpose of an EIR is to inform decision-makers and the general public of the environmental effects of a proposed project. The EIR process is intended to provide environmental information for evaluating a proposed project and its potential to cause significant effects on the environment, examine methods of reducing adverse environmental impacts, and identify alternatives to a proposed project. The Facebook Campus Expansion Project EIR will be prepared and processed in accordance with CEQA and the State CEQA Guidelines. The EIR will include the following:

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

- Cumulative impacts
- CEQA conclusions

PROBABLE ENVIRONMENTAL EFFECTS: The EIR will analyze whether the Project would have significant environmental impacts in the following areas:

- | | |
|-----------------------------------|----------------------------------|
| • Aesthetics | • Hydrology and Water Quality |
| • Air Quality | • Land Use and Planning Policy |
| • Biological Resources | • Noise |
| • Cultural Resources | • Population and Housing |
| • Geology and Soils | • Public Services and Recreation |
| • Greenhouse Gas Emissions | • Utilities |
| • Hazards and Hazardous Materials | • Transportation and Traffic |

To help prepare several of these sections and analyze the impacts, a transportation study will be prepared. The transportation study will focus on intersections, residential and non-residential roadway segments, and Routes of Regional Significance. The transportation study for the Project and the ConnectMenlo General Plan update will be coordinated to ensure consistency and address both the near-term and long-term transportation needs and impacts of both projects. It is currently envisioned that a single, concurrent transportation analysis will be conducted to evaluate the Project and the ConnectMenlo General Plan update.

ENVIRONMENTAL EFFECTS NOT LIKELY TO REQUIRE FURTHER ANALYSIS: The Project is not anticipated to result in significant environmental effects in the following areas:

- Agricultural or Forestry Resources
- Mineral Resources

The Project site is fully developed in an urbanized area and located near SR 84 and US 101. As such, agricultural and mineral resources do not exist on the site, and a detailed analysis of these topics will not be included in the EIR.

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

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



 Kyle Perata, Associate Planner
 City of Menlo Park

June 18, 2015

Date

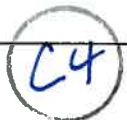




Figure 1
Project Location
Facebook Campus Expansion Project

66

00296:15 City of Menlo Park - Facebook Constitution Expansion (05-15) SS



Figure 2
Conceptual Site Plan
Facebook Campus Expansion Project