REGULAR MEETING AGENDA

Date: 12/14/2015
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

B. Roll Call

C. 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.

D. Public Comment

Under "Public Comment," the public may address the Commission on any subject not listed on the agenda, and items listed under Consent Calendar. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

E. Consent Calendar

E1. Approval of minutes from the November 16, 2015 Planning Commission meeting. (Attachment)

F. Public Hearing

F1. Use Permit/Lisa Chaplinsky/2355 Tioga Drive:
Request for a use permit to demolish an existing one-story residence and construct a two-story residence on a lot that is substandard with regard to lot width in the R-E-S (Residential Estate Suburban) zoning district. Three heritage trees, a 22-inch Canary Island pine, a 24-inch redwood, and a 17-inch coast live oak, are proposed for removal. The project also includes a request for excavation (removal of more than 12 inches of dirt) within the required rear setback associated with the construction of a retaining wall and driveway. (Staff Report #15-034-PC)

F2. Use Permit/Cheryl Cheng/760 Hobart Street:
Request for a use permit to demolish an existing single-story residence and construct a new two-story residence with a basement on a substandard lot as to lot width in the R-1-S (Single Family Suburban Residential) zoning district. ***Item continued to a future meeting***

F3. Use Permit and Architectural Control/Heather Young for 765 University Drive, LLC/765 University Drive:
Request for a use permit and architectural control to demolish an existing single-story, single-family residence and construct four new dwelling units within two structures on an R-3 (Apartment) district parcel. The front building would have a ground-level parking garage with three units located on two floors above the parking garage. The rear building would be a detached two-story dwelling unit. As part of this proposal, a heritage size Douglas fir tree in fair-to-good condition (29 inches in diameter), located along the left-side property line is proposed to be removed. The proposed project would be designed to retain the heritage size coast live oak tree in good health (49 inches in diameter) located in the middle, rear portion of the site. (Staff Report #15-035-PC)

F4. Use Permit/OMT Therapeutics, Inc./1490 O'Brien Drive:
Request for a use permit for the use and storage of hazardous materials associated with the research and development of therapeutics for the treatment of cancer and infectious diseases, located in an existing building in the M-2 (General Industrial) zoning district. All hazardous materials would be used and stored within the building. (Staff Report #15-036-PC)

G. Informational Items

G1. Future Planning Commission Meeting Schedule – The upcoming Planning Commission meetings are listed here, for reference. No action will be taken on the meeting schedule, although individual Commissioners may notify staff of planned absences.

- Regular Meeting: January 11, 2016
- Regular Meeting: January 25, 2016
- Regular Meeting: February 8, 2016

H. Adjournment

Agendas are 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 www.menlopark.org and can receive e-mail notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting the Planning Division at 650-330-6702. (Posted: 12/9/2015)

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 public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.

REGULAR MEETING MINUTES - DRAFT

Date: 11/16/2015
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair John Onken called the meeting to order at 7:01 p.m.

B. Roll Call

Present: Drew Combs, Katie Ferrick, John Kadvany, Larry Kahle, John Onken and Katherine Strehl
Absent: Susan Goodhue
Staff: Thomas Rogers, Interim Principal Planner, Michele T. Morris, Assistant Planner, Tom Smith, Associate Planner, Kyle Perata, Associate Planner

C. Reports and Announcements

Interim Principal Planner Rogers reported the City Council had given direction that for a trial basis most of the downtown plaza parking would have three hours free parking and most parking on the downtown streets would have 90-minute limit. He said exceptions to the three-hour parking were for lots near grocery stores such as Draeger's and Trader Joe's. He said the Council at their November 17 meeting would continue its El Camino Real/Downtown Specific Plan Review. He said that the recommendation made by the Commission at its October 2 meeting to establish a fund to receive public benefit payments from Specific Plan development projects to be used for Specific Plan public projects had been added to the other Specific Plan recommendations previously made by the Commission for the Council's review.

D. Public Comment

There was none.

E. Consent Calendar

E1. Approval of minutes from the October 19, 2015 Planning Commission meeting. (Attachment)

ACTION: Motion and second (Strehl/Ferrick) to approve the minutes; passes 6-0 with Commissioner Goodhue absent.

F. Public Hearing

F1. Use Permit/Daniel Warren/120 Chester Street:
Request for a use permit to determine the Floor Area Limit (FAL) of a lot with less than 5,000 square feet of area, associated with the construction of a rear addition to an existing single-story, single-family residence in the R-1-U (Single-Family Urban) zoning district. (Staff Report #15-025-PC)

Assistant Planner Morris said staff had no additions to the written report.

Applicant Presentation: Mr. Daniel Warren, Warren Design, said the project was an addition to the rear of the home for a great room and master bedroom, interior renovation, and a front façade update within the Craftsman style prominent in that neighborhood.

Chair Onken opened the public hearing. He closed the public hearing.

Commission Comment: Commissioner Ferrick said the proposal was very thoughtful, reasonable and acceptable.

Commissioner Kahle said the front façade at the gable seemed crowded and suggested it would look nice as an open gable. Mr. Warren said he would speak with the property owner about that, but noted it seemed a reasonable request.

ACTION: Motion and second (Kahle/Onken) to approve the use permit as recommended by staff with the following modification; passes 6-0 with Commissioner Goodhue absent.

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (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 Warren Design, consisting of seven plan sheets, dated received November 5, 2015, and approved by the Planning Commission on November 16, 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 applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
    c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.

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

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

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

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 have the flexibility to submit revised plans for an open gable at the front entry subject to review and approval of the Planning Division.

F2. Use Permit/Ying-Min Li/1980 Santa Cruz Avenue:
Request for a use permit to demolish an existing single-story, single-family residence and construct a new two-story, single-family residence on a substandard lot with regard to lot area and lot width in the R-1-U (Single Family Urban) zoning district. In addition, one heritage plum tree (15.9-inch diameter), in poor condition, at the front right side of the property, and one heritage privet tree (17.9-inch diameter), in poor condition, at the rear left side of the property, would be removed. (Staff Report #15-026-PC)

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

Applicant Presentation: Mr. Dick Hartman, Hometec Architecture, said they had met with neighbors and a number of them were pleased that the existing dilapidated home would be replaced. He said it was unfortunate about the trees they would need to remove but their health had deteriorated due to the drought and lack of maintenance.

Chair Onken opened the public hearing. He closed the public hearing.

Commission Comment: Chair Onken said that the proposed project fit within the standards but he thought it was slightly off the mark, noting the awkwardness of the convergence of the hip roofs above the large picture windows and the eave returns.

Commissioner Kahle said it was a large house, and having 10-foot ceilings on the first floor increased the massing. He said nine-foot ceilings were very workable. He agreed with Chair Onken's comment about the eave ends. He suggested they could add a different material to break up all the board and batten siding. He said the windows on the drawings were labeled as Anderson, which he assumed meant wood windows but the details seemed to indicate metal or vinyl windows.

Mr. Hartman said the window would be Anderson vinyl-clad wood windows with wood trim. He said they could change the closed eaves.

Chair Onken noted the arched picture windows that have the hip roof converging just above their center and asked if that was intentional. Mr. Hartman said the first floor was hipping all around the building for a consistent line, which resulted in the roof meeting the second story wall. He said the priority was having the gutter wrap around the first floor roof. Chair Onken said that different windows could resolve that. Mr. Hartman said those were egress windows so he could not raise the sill much more. Chair Onken suggested they could be narrower and two windows rather than just one. Mr. Hartman said they could raise the casement. Chair Onken asked about the material questions raised by Commissioner Kahle. Mr. Hartman said they were using a consistent Hardy panel board and bat.

Commissioner Kadvany asked if pervious pavers were being used. Mr. Hartman said they could use pervious pavers.

Commissioner Ferrick asked about replacement trees. Mr. Hartman said they could add trees noting they did not have a landscape plan at this time. Commissioner Ferrick said she appreciated there were minimal windows on the sides of the home as that provided privacy. She said it was standard to encourage landscape screening between properties, and suggested that they plant a few more trees on the lot and provide landscape screening between the project and neighbor homes.

Chair Onken said Commissioner Kahle had mentioned the 10-foot ceilings that created massing and asked if they had considered a nine-foot eave line. Mr. Hartman said the 10-foot ceiling was very desirable in the marketplace. He said they set back the second story all around to reduce the massing.

Commissioner Kahle noted the prominence of the project site on Santa Cruz Avenue and suggested the project be continued for design improvements.

Responding to a question from Commissioner Strehl, Associate Planner Smith said with the upcoming holidays and pacing of the upcoming meetings that he thought January might be the earliest the project could return to the Commission.

Commissioner Ferrick said with the change of tree canopy on the site the project needed a more detailed plan as to how replacement trees and screening would be addressed.

Chair Onken moved to continue the project with direction for a more descriptive landscape plan showing landscape screening on the sides and location of replacement trees, a revision to the mass and bulk of the proposed design which might simply mean dropping the eave line at the first floor by reducing the ceiling height to nine foot, and to create more finesse with architectural details noting the awkwardness with the windows landing on flashing.

Commissioner Ferrick said one logical place to replace trees was where the privet currently was so that the second story of this home would not overlook the neighbor's backyard as much while avoiding the canopy of the valley oak. She suggested plantings on the other side to protect the view of the other neighbor's yard as well.

Commissioner Kahle seconded the motion by Chair Onken.

ACTION: Motion and second (Onken/Kahle) to continue the project with direction including the following; passes 6-0 with Commissioner Goodhue absent:

- Reduce the massing and bulk of the proposed home
- Revise architectural details to solve awkwardness of the location of the hip roofs and large picture windows and closed eaves
- Provide landscape detail to show location and number of replacement trees, and screening on both sides of the property.

F3. Use Permit Revision/John A. Matthews, Jr./900 Cambridge Avenue:
Request for a use permit revision to add approximately 45 square feet to the right-side of the existing residence for a new bay window extension on both the first and second levels, and reconfigure the interior floor area. The existing two-story nonconforming residence received a use permit in February 2010 and the proposed modifications require a use permit revision. The project is located in the R-1-U (Single-Family Urban Residential) zoning district. (Staff Report #15-027-PC)

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

Applicant Comment: Mr. Tom Wandless, property owner, said for their 2010 project they had replaced nearly all of the foundation of the home. He said essentially they were replacing the rest of the foundation that they had used for storage during their remodel. He said the architect suggested doing this bay window extension.

In reply to Commissioner Kahle, Mr. Wandless said they spoke with the neighbors and showed them the floor plan. He said they had expressed support.

Chair Onken opened the public hearing. He closed the public hearing.

Commission Comment: Commissioner Ferrick said the project was reasonable, and moved to approve. Commissioner Kahle seconded the motion.

ACTION: Motion and second (Ferrick/Kahle) to approve the use permit request as recommended by staff; passes 6-0 with Commissioner Goodhue absent.

1. The project is categorically exempt under Class 1 (Section 15301, “Existing Facilities”) of the current California Environmental Quality Act (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 John Matthews Architects, consisting of nine plan sheets, dated received on November 4, 2015, and approved by the Planning Commission on November 16, 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. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.

F4. Use Permit/City of Menlo Park/Kelly Park (100 Terminal Avenue):
Request for a use permit to allow up to nine recurring special events (three concerts, five movie nights, and the annual Egg Hunt) per year at Kelly Park. The Egg Hunt would generally occur around the Easter holiday and takes place typically between 10:00 a.m. and 12:00 p.m. on a Saturday and the concerts would generally occur in August and September, from approximately 6:00 p.m. to 8:00 p.m. Concerts are anticipated to take place on a weeknight, typically Tuesday evenings. The potential movie nights would generally occur on Thursday evenings in June and July. The events would use amplified sound, which may exceed Noise Ordinance limits and would include associated activities, such as food trucks. (Staff Report #15-028-PC)

Staff Comment: Associate Planner Perata said staff had no additions.

Questions of Staff: Commissioner Kahle asked about the location of the stage as relating to a Suburban Park neighbor's letter expressing concern with the level of noise and suggesting relocating the stage. Associate Planner Perata said it had to do with the size of the stage and that it was trucked into the site. He said where it was located, in the parking lot facing the field, was due to the access needed to bring it into the site.

Applicant Presentation: Ms. Bridget Matheson said she works with Community Services and has been doing the Egg Hunt since 2009. She said the music in the park was a fairly new event that started in 2013 and was basically the wish of the Belle Haven community and has been fun. She said they wanted to provide more activities as desired by the community.

Responding to a question from Chair Onken, Ms. Matheson said that she had not received any complaints or concerns about the concerts since 2013 and in fact was asked by residents if the City could provide more concerts.

In response to a question from Commissioner Kahle, Ms. Matheson said the concerts took place from 6 to 8 p.m. She said an R&B group, Salsa group, and Reggae group were scheduled for 2016.

In reply to questions from Commissioner Combs, Ms. Matheson said the movie night was a new idea that had not yet been fully realized. She said they wanted to do it there and would need to determine where the screen would be located. She said they could look into addressing the concern about noise. She said for the second 2015 concert, which was an R&B group, they had

about 200 people. She said they found attendance was better on Tuesdays rather than on the Thursdays they had been scheduled formerly.

Chair Onken opened the public hearing. He closed the public hearing.

Commission Comment: Chair Onken moved to approve as recommended in the staff report. Commissioner Ferrick seconded the motion. She said a neighbor in Suburban Park had written that if there was a way to reduce the volume of the concerts slightly that would be good. She said she supported the activities.

ACTION: Motion and second (Onken/Ferrick) to approve the use permit request as recommended by staff; passes 6-0 with Commissioner Goodhue absent.

1. The project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (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 September 22, 2015, and approved by the Planning Commission on November 16, 2015 except as modified by the conditions contained herein, subject to review and approval of the Planning Division

G. Study Session

G1. Study Session/Pollock Realty Corporation/1400 El Camino Real:
Request for a study session for the public benefit bonus proposal associated with the architectural control request to construct a new 63-room hotel consisting of four stories and an underground parking level on an approximately half-acre site in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The proposed development would be at the Public Benefit Bonus level, which would exceed the Base level floor area ratio (FAR) on the subject site. The public benefit bonus proposal includes the contribution of Transient Occupancy Tax (TOT) revenues to the City on an on-going basis. No actions will take place at this meeting, but the study session will provide an opportunity for the Planning Commission and the public to become more familiar with the proposal and to provide initial feedback on the applicability of the Public Benefit Bonus. (Staff Report #15-029-PC)

Staff Comment: Interim Principal Planner Rogers said he was standing in for Jean Lin, Associate Planner, the staff lead for this project proposal. He said correspondence was received from Ms. Lorraine Moriarity, Director of the Society of St. Vincent DePaul of San Mateo County, noting interactions with the project design team and the potential of this project sharing structural walls. He said generally the project was on track for the public benefit bonus. He said a fiscal impact study was done by an independent consultant who indicated $600,000 per year TOT would be generated to the City from this project. He said even in a low economic phase the study indicated

TOT contribution to the City from the project would be in the $400,000 range. He said the study session was required for public benefit bonus projects and the Commission was asked to consider and comment on that and the architectural control for the project.

Questions of Staff: Commissioner Kahle commented on the use of TOT as a public benefit and asked if that applied to other hotels as well. Interim Principal Planner Rogers said that TOT was an inherent public benefit that the project would provide and not that the project would add extra TOT. He said the another hotel use that tripped the public benefit bonus was the Marriott Residence Inn that converted an existing building and in doing so was just a fraction over the public benefit threshold. He said the Planning Commission and City Council in the 2013 timeframe approved that conversion of an existing use at the public benefit bonus level. He said that was a 127-room hotel and thus had greater TOT; however this hotel was for a different market with a higher room rate, and in the end the TOT provided by the different hotels might be comparable.

Applicant Presentation:
Mr. Jeff Pollock, representing Pollock Realty Corp, and Pollock 1400 ECR LLC or the Boutique Hotel LLC, introduced Mr. Ross Edwards, their construction and design advisor. He said they were requesting a 1.5 FAR bonus, which would be 33,750 square feet of conditional use plus 17,600 square feet of below grade parking. He noted the proposed pavilion in front of the project along El Camino Real and a courtyard with a 72-inch diameter oak and space for outdoor events and outside seating/standing for patrons of the hotel's restaurant and bar. He said the underground stackable parking would accommodate 72 cars and there would be valet parking. He said regarding justification for the additional FAR that the base zoning FAR was 1.1 and that would be 24,750 square feet. He said to be a viable hotel they needed the 1.5 FAR mainly because this was a small .5 acre site and they needed a flexible way to activate the ground floor and make it economically viable with a restaurant and event space. He said the fiscal impact study indicated about $604,000 in TOT annually and it would be an ongoing revenue source. He said the hotel would increase vibrancy in the downtown noting that it had a premier location close to Caltrain and was within walking distance to the downtown, and would create additional foot traffic and interaction with the community. He said they have committed to dedicating a right-hand turn lane from Glenwood Avenue onto El Camino Real to improve traffic efficiency at this key intersection. He said landscape plans for the setback area would dramatically improve the façade and this corner property. He said the sidewalk on Glenwood Avenue would be improved, widened and provide outdoor seating. He said they would improve the curb and gutters on both frontages. He said the project would provide economic stimulus for the community. He said they would be LEED silver equivalent. He said regarding community advocacy that he and his father have been active members of the community for 50 years; they would check in with the big local employers and find out what they needed in a boutique hotel; they would provide a nice ambience with music and entertainment at the site; and they would refer back and promote local businesses. He said they considered that if they did the project right they could bring eight to ten, and even 12 million in TOT over the next 10 years for the City.

Chair Onken opened public comment. He closed public comment.

Commission Comments: Commissioner Kahle noted the 16-inch oak tree over the basement. Mr. Ross Edwards said they were working with their arborist and would dig a pit to accommodate the tree and there would not be a lift at that location.

Discussion ensued about the parking garage and stacking system. The applicants indicated that parking would be valet only, that there would be signage to keep cars from advancing past a

certain point, parking there would be for the restaurant as well, and describe the flow to make the parking work.

Commissioner Kahle said it seemed the building would appear monolithic and as it was on a prominent corner building would something to alleviate that. He said rather than the steel pavilion at the entry lobby he would like to see something more dramatic there as the focal point. Mr. Edwards said they didn't like the sloped braces and that would change. He said the port cochere would get fatter as an element. He said Planning staff had indicated architectural detail was needed and they were in the process of changing their design plans.

Mr. Pollock said he would like to meet his design team to meet with the Commission sooner rather than later as they would like to get even more specific input. He said they met with neighbors recently mainly about shoring and tie back arrangements. He said they would do whatever they could to address any privacy concerns.

Commissioner Ferrick said the project was on the right track and would help activate El Camino Real and the downtown. She suggested they strive for LEED gold or better noting that LEED silver essentially met state building code. Mr. Pollock said it made sense to strive for that and they would like to do so within their budget. She said she supported the 1.5 FAR as the project was located at the best place for that – a busy intersection with proximate transit. She said a hotel in the Plan area was essentially a public benefit in the sense that it would generate revenue for the City annually. She said she liked the local network and relationships. She said she would just like greater environmental sustainability including water and energy efficiencies.

Commissioner Kadvany said the TOT was a major part of what could be counted as public benefit. He said the question was whether the TOT funds would go into the Plan area, which was preferable, or into the City's general fund, which was less preferable. He said the street level of the building looked pretty interesting and noted the curtain wall element. He said the building above the first floors looked very linear and that the hotel needed a more interesting design. He said a functional concern was for the corner windows noting if those were for rooms, the view would be of Camino Real, and only private if the curtains were closed. He said they needed a better look noting they were getting the bonus level FAR. He said the rear façade also needed improvement.

Mr. Edwards said the project was a hotel and articulation impacted room size. He said they were working with the minor and major building setbacks required under the Specific Plan. He said the building would be rectangular. He said facing Glenwood Avenue, the rooms would have brise soleil louvers. He said the rooms facing the courtyard would have the best view and they would maximize the glass there.

Commissioner Kadvany said if they couldn't change the structure they would have to find a solution to improve the look of the hotel.

Mr. Pollock said they would be changing the colors and were using wood product with a rich color. He said they would like to meet with their architect and see what could be done on this .5 acre lot. He said the rooms were already at 338 square feet. He said they would like to get comments from the Commissioner early on as they further developed the design.

Chair Onken said the rendering showed something mundane that looked like many other hotels along El Camino Real. He said the drawing on the screen looked different. He said he agreed that

they all wanted a hotel that impressed people. He suggested they might be able to modulate the parapet to create interest. He discussed with the applicants his concerns about the area traffic conditions and the impact of this building's access and egress on that. The applicants indicated they had a traffic consultant working with them and were providing the dedicated right-turn lane.

Commissioner Combs said generally he thought the project was nice. He said that the applicants were getting a bonus whose value was not being shared with the City. He said he was not sure whether TOT should be the public benefit. Mr. Pollock said it was in the Specific Plan and the City would get 12% the first year whether the project worked or failed. Mr. Edwards said the other benefit was the vitalization the hotel would bring. He said there would an incredible restaurant at the site.

Commissioner Kahle said he also was concerned that TOT was the only public benefit. He asked if there was space they could offer to the public at least once a year. Mr. Pollock said they were very charitable and could perhaps offer to host a State of the City event in the future, or some non-profit use. He said they were very community oriented and were open to ideas.

Commissioner Strehl said the public benefit of this project was the TOT, and over 10 years could possibly be $7,000,000 to the City, which was more than any Specific Plan project's contribution of public benefit that they had seen thus far. She said also they were installing a dedicated right lane onto El Camino Real that was an investment for the public, and they would pay into the BMR housing fund. She said she was not uncomfortable with the public benefit. She asked about the laundry. Mr. Pollock said it would be taken offsite.

Commissioner Kadvany said he liked Chair Onken's suggestion to do something interesting with the roofline. He said the area above the port cochere and lobby seemed to create negative space that needed something to enhance it. He mentioned the sculptural solution of the Café Borrone building. Mr. Pollock said they were striking a balance between modern and traditional, and would use rich materials and lighting that would hold its value over time.

Commissioner Ferrick said she wanted to see a greater investment in sustainability features. She said that added cost to the project which she saw as public benefit in assisting the City to get closer to its net zero greenhouse emissions goal. She asked about Ms. Moriarity's concern regarding foundation work. Mr. Pollock said they had met with Ms. Moriarity and would continue to do so but at this point they had not discussed the shoring. He said she has a facility person with whom they would speak about the shoring and any privacy concerns she might have.

Commissioner Kahle asked about the stairway on the corner as he felt it was very prominent and tall. Mr. Edwards said they had worked on several iterations of the location of the stairway with staff. He said it has been rotated, moved back, would have a 42 to 48 inch wall, and be gated. Commissioner Kahle asked what the feature at the top was. Mr. Edwards said it was probably a railing but they had not detailed it yet, and would get back to the Commissioner about.

Commissioner Combs wanted to clarify that he well knew TOT was a public benefit that hotels provide. He said his concern was that public benefit was something that should be discussed and it should not be always assumed that TOT was sufficient.

Chair Onken said also public benefit was getting a quality structure. He said people would be okay with the four stories as long as they thought the project was worthwhile.

Commissioner Kadvany said he did not think the building had any personality and he thought that was what needed.

Interim Principal Planner Rogers said their Economic Development Manager Jim Cogan was present as well. He summarized the Commission's comments as follows:

- Generally more support than not (noting one Commissioner was absent) for TOT being the primary public benefit
- Design suggestions independent of public benefit
- Also the ideas that design could be tied to public benefit and quality design was an example of that
- Individual Commissioner suggestions of sustainability being a public benefit element as well as opening up the public spaces to the public more formally
- More Commissioners than not indicated design fundamentals could be solid but additional interest and thought were needed for the corner treatment, other prominent spots and rear facade.

Chair Onken said he would like the applicants to stay open to the possibilities and through staff to share with Commissioners what they are developing.

Interim Principal Planner Rogers said applicants could meet individually with Commissioners, if the Commissioners had time and interest, while developing their design as long as the applicants and Commissioners did not report to each other what the other Commissioners were saying to be compliant with public meeting laws.

H. Informational Items

H1. Future Planning Commission Meeting Schedule – The upcoming Planning Commission meetings are listed here, for reference. No action will be taken on the meeting schedule, although individual Commissioners may notify staff of planned absences.

- Regular Meeting: December 7, 2015
- Regular Meeting: December 14, 2015

I. Adjournment

Chair Onken adjourned the meeting at 9:19 p.m.

Staff Liaison: Thomas Rogers, Interim Principal Planner

Recording Secretary: Brenda Bennett

STAFF REPORT

Planning Commission
Meeting Date: **12/14/2015**
Staff Report Number: **15-034-PC**

Public Hearing: **Use Permit/Lisa Chaplinsky/2355 Tioga Drive**

Recommendation

Staff recommends that the Planning Commission approve a use permit to demolish an existing single-story, single-family residence and construct a two-story, single-family residence on a lot at 2355 Tioga Drive that is substandard with regard to lot width in the R-E-S (Residential Estate Suburban) zoning district. Three heritage trees, a 22-inch Canary Island pine, a 24-inch redwood, and a 17-inch coast live oak, are proposed for removal. The project also includes a request for excavation (removal of more than 12 inches of dirt) within the required rear setback associated with the construction of a retaining wall and driveway. The recommended actions are included as Attachment A.

Policy Issues

Each use permit request is considered individually. The Planning Commission should consider whether the required use permit findings can be made for the proposal.

Background

Site location

The project site is located at 2355 Tioga Drive, directly south of the intersection of Tioga Drive and Trinity Drive in the Sharon Heights neighborhood. A location map is included as Attachment B. The subject parcel is a corner lot with frontages on both Tioga Drive and Trinity Drive. Since the Trinity Drive frontage is the shorter of the two, it is considered the front lot line as defined by the Zoning Ordinance. Required setbacks for the property are established based on this determination. However, the applicant has decided to maintain a Tioga Drive address and front entrance for the residence, which is permitted as long as the required setbacks are met. The lot is generally flatter along the Tioga Drive frontage on the western half of the lot and begins to slope down steeply as it approaches Trinity Drive to the east.

Immediately adjacent parcels to the east, south, and west are also zoned R-E-S and occupied by single-family residential units. Properties to the north are zoned R-E-S(X) and regulated by a conditional development permit allowing clustered single-family residential development. The surrounding residential units are a mix of single-story and two-story homes on sloping hillside lots, and feature a variety of architectural styles from Mediterranean to modern.

Analysis

Project description

The applicant is proposing to remove an existing single-story, single-family residence and attached three-car garage to construct a new two-story, single-family residence with an attached two-car garage. An additional uncovered parking space would be located to the left of the garage, in the rear setback. A data table summarizing parcel and project attributes is included as Attachment C. The project plans and the applicant's project description letter are included as Attachments D and E, respectively.

The proposed residence would be a six-bedroom, five-and-a-half-bathroom home. The first-story living space would feature a living room; open kitchen, dining, and family room area; master bedroom suite; guest bedroom suite; laundry room; two-car garage; and large deck at the rear of the residence. The second story would contain four bedrooms and three bathrooms. A mechanical and storage area would be located beneath the master bedroom, with access from an exterior side door at the lowest grade of the structure. Because the mechanical/storage area would have a ceiling height of six feet or less, it would be exempt from floor area as defined by the Zoning Ordinance.

The floor area, building coverage, and height of the proposed residence would all be below the maximum amounts permitted by the Zoning Ordinance, and the new structure would meet all setback requirements. Additionally, the structure would comply with the daylight plane for a two-story home in the R-E-S zoning district. Due to the sloping nature of the lot, the applicant has provided three-dimensional views to verify that the proposal complies with the varying daylight planes on both sides (Sheet A0.5).

Design and materials

The applicant states that the proposed residence would be built in a modern farmhouse style, integrating traditional farmhouse forms with clean modern lines, and mixing traditional materials with modern materials. Board and batten siding and stone veneer would be the primary cladding materials for the exterior of the residence. Certain accent areas would be clad in four-coat stucco, particularly around the garage. Two-story elements of the proposed residence would generally have metal standing seam pitched roofs and board and batten siding. One-story elements would generally have flat roofs and stone veneer exteriors with parapet eyebrow features over certain windows and doors.

The proposed design maintains a south-facing orientation to make best use of the flattest portion of the lot and preserve a streetscape along Tioga Drive consistent with the existing residence. The walls of the front (south) façade of the residence would have staggered setbacks from the side property line to give visual interest to the main living areas, while the garage would be located an additional five feet behind the front-most walls of the façade, reducing its prominence.

The proposed windows would consist of simulated divided light dark bronze aluminum windows with interior and exterior grids and spacer bars between the glass. Second-story windows along both side elevations are proposed to have sill heights of at least three feet to promote privacy for the neighboring homes.

The second story would be set back from the ground floor footprint on all sides, except the front, to help to reduce the massing of the structure and limit the potential for privacy issues. Given the steep topography

of the site, relatively large lot area, and surrounding vegetation and trees, privacy impacts are anticipated to be limited. Staff believes that the scale, materials, and style of the proposed residence are consistent with the broader neighborhood, given the architectural styles and sizes of structures in the area.

Excavation

Per Zoning Ordinance requirements, excavation in a required setback requires use permit approval. As part of the proposed project, an existing four-foot tall wood retaining wall within the required rear setback would be replaced with a four-foot tall concrete retaining wall and extended farther along the rear of the property toward the right-side property line. Visibility of the new portion of the retaining wall would be limited due to the sloping topography along the rear property line, and screening by existing vegetation and trees. The retaining wall is not anticipated to create additional heritage tree impacts, as described in the section below.

Trees and landscaping

At present, there are 18 trees on or in close proximity to the project site, eight of which are heritage trees. An arborist report has been submitted detailing the condition of each tree (Attachment F). As part of the initial staff review, the arborist report has been revised and expanded. Three heritage trees, a 22-inch Canary Island pine, a 24-inch redwood, and a 17-inch coast live oak, are proposed for removal. The City Arborist has tentatively approved the removal of these three heritage trees due to structural defects and/or poor health, regardless of construction impacts. The location and species of the heritage tree replacements will be confirmed by the City Arborist and Planning Division prior to planting, which has been specified in Condition 4a.

In addition, replacement and extension of a retaining wall within the required rear setback of the property is anticipated to have minimal impacts on heritage trees numbered six and seven on the site plan, a 15.6-inch olive and 10.8-inch coast live oak. Within the area of the drip line of the trees, the new retaining wall would follow the location of the existing retaining wall. Additionally, the arborist report specifies removal of the existing retaining wall by hand, with the arborist on-site to inspect, document and offer mitigation measures as needed. Otherwise, the demolition of the existing residence and construction of the proposed residence are not anticipated to adversely affect the remaining heritage trees located on the subject site or neighboring properties. Standard heritage tree protection measures will be ensured through recommended condition 3g.

Correspondence

The applicants indicate that they distributed a letter to neighbors in August, notifying them about the proposed project and requesting comments or concerns. The applicant indicates that no responses were received. At this time, staff has not received any correspondence regarding the proposed project.

Conclusion

Staff believes that the scale, materials, and style of the proposed residence are compatible with those of the greater neighborhood. The design includes numerous façade breaks, differentiation of materials, and a stepped-back second story in order to reduce the perceived massing of the structure. The steep topography of the site, relatively large lot area, and surrounding vegetation and trees minimize privacy

impacts to the surrounding neighborhood. The proposed excavation within the rear setback would not be highly visible from the public right of way or adjacent properties, and steps would be taken to ensure minimal heritage tree impacts. The floor area, building coverage, and height of the proposed residence would all be at or below the maximum amounts permitted by the Zoning Ordinance, and the new structure would be within the daylight plane requirements. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

The project sponsor is required to pay Planning, Building and Public Works permit fees, based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the 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.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Public notification also consisted of publishing a notice in the local newspaper and notification by mail of owners and occupants within a 300-foot radius of the subject property.

Appeal Period

The Planning Commission action will be effective after 15 days unless the action is appealed to the City Council, in which case the outcome of the application shall be determined by the City Council.

Attachments

A. Recommended Actions
B. Location Map
C. Data Table
D. Project Plans
E. Project Description Letter
F. Arborist Report

Disclaimer

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

Report prepared by:
Tom Smith, Associate Planner

Report reviewed by:
Thomas Rogers, Interim Principal Planner

LOCATION: 2355 Tioga Drive	**PROJECT NUMBER:** PLN2015-00076	**APPLICANT:** Lisa Chaplinsky	**OWNER:** Lisa Chaplinsky

REQUEST: Use Permit/Lisa Chaplinsky/2355 Tioga Drive: Request for a use permit to demolish an existing one-story residence and construct a two-story residence on a lot that is substandard with regard to lot width in the R-E-S (Residential Estate Suburban) zoning district. Three heritage trees, a 22-inch Canary Island pine, a 24-inch redwood, and a 17-inch coast live oak, are proposed for removal. The project also includes a request for excavation (removal of more than 12 inches of dirt) within the required rear setback associated with the construction of a retaining wall and driveway.

DECISION ENTITY: Planning Commission	**DATE:** December 14, 2015	**ACTION:** TBD

VOTE: TBD (Combs, Ferrick, Goodhue, Kadvany, Kahle, Onken, Strehl)

ACTION:

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 Moderna Homes, consisting of 20 plan sheets, dated received on December 2, 2015, and approved by the Planning Commission on December 14, 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.

A1

LOCATION: 2355 Tioga Drive	**PROJECT NUMBER:** PLN2015-00076	**APPLICANT:** Lisa Chaplinsky	**OWNER:** Lisa Chaplinsky
REQUEST: Use Permit/Lisa Chaplinsky/2355 Tioga Drive: Request for a use permit to demolish an existing one-story residence and construct a two-story residence on a lot that is substandard with regard to lot width in the R-E-S (Residential Estate Suburban) zoning district. Three heritage trees, a 22-inch Canary Island pine, a 24-inch redwood, and a 17-inch coast live oak, are proposed for removal. The project also includes a request for excavation (removal of more than 12 inches of dirt) within the required rear setback associated with the construction of a retaining wall and driveway.			
DECISION ENTITY: Planning Commission	**DATE:** December 14, 2015	**ACTION:** TBD	
VOTE: TBD (Combs, Ferrick, Goodhue, Kadvany, Kahle, Onken, Strehl)			

ACTION:

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

    a. Simultaneous with the submittal of a complete building permit application, the applicant shall revise the site plan to specify heritage tree replacements for the 22-inch Canary Island pine, a 24-inch redwood, and 17-inch coast live oak to be removed, subject to review and approval of the City Arborist and Planning Division. The trees shall be planted prior to final inspection of the building permit, subject to review and approval of the Planning Division.

CITY OF MENLO PARK

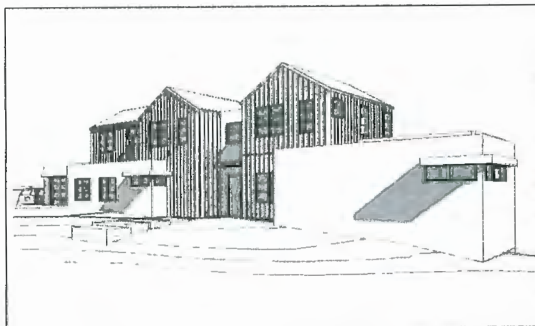
LOCATION MAP

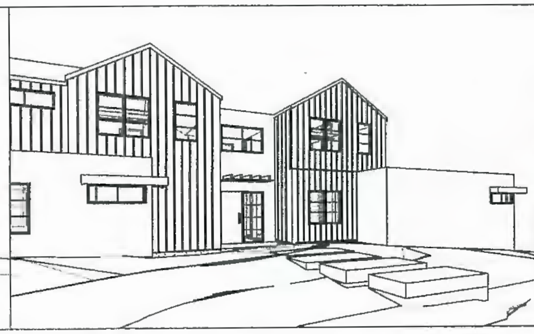
2355 TIOGA DRIVE

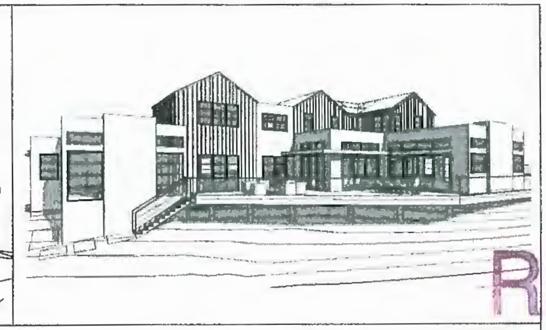
DRAWN: TAS CHECKED: THR DATE: 12/14/15 SCALE: 1" = 300' SHEET: 1

2355 Tioga Drive – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	16,701.0 sf	16,701.0 sf	15,000.0 sf min.
Lot width	80.5 ft.	80.5 ft.	100.0 ft. min.
Lot depth	147.6 ft.	147.6 ft.	100.0 ft. min.
Setbacks			
Front	25.0 ft.	17.0 ft.	20.0 ft. min.
Rear	20.0 ft.	11.0 ft.	20.0 ft. min.
Side (left)	15.0 ft.	20.0 ft.	15.0 ft. min.
Side (right)	19.5 ft.	36.0 ft.	10.0 ft. min.
Building coverage	3,855.7 sf 23.1 %	4,045.0 sf 24.2 %	5,010.0 sf max. 30.0 % max.
FAL (Floor Area Limit)	5,223.9 sf	3,926.0 sf	5,225.0 sf max.
Square footage by floor	3,261.5 sf/1st floor 1,423.8 sf/2nd floor 538.6 sf/garage 55.6 sf/fireplaces	3,330.0 sf/1st floor 596.0 sf/garage 119.0 sf/ porches	
Square footage of buildings	5,279.5 sf	4,045.0 sf	
Building height	27.3 ft.	18.6 ft.	28.0 ft. max.
Parking	2 covered	3 covered	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			
Trees	Heritage trees: 8*	Non-Heritage trees: 10	New Trees: 3
	Heritage trees proposed for removal: 3	Non-Heritage trees proposed for removal: 2	Total Number of Trees: 16
* Two heritage trees are located on the neighboring property to the rear			







TIOGA RESIDENCE

PROJECT DESCRIPTION

- DEMOLITION OF EXISTING SINGLE STORY RESIDENCE AND CONSTRUCTION OF A NEW 2-STORY SINGLE STORY RESIDENCE
- REPLACEMENT OF A WOOD RETAINING WALL IN REAR SETBACK WITH CONCRETE RETAINING WALL

PROJECT DATA

DESCRIPTION	NEW SINGLE FAMILY 2-STORY RESIDENCE
ADDRESS	2355 TIOGA DRIVE
APN	074-161-240
ZONING	R-E-S
CONSTRUCTION TYPE	TYPE V-B
OCCUPANCY GROUP	R-3/U
BUILDING USE	SINGLE FAMILY RESIDENTIAL
SEPTIC/SEWER	SEWER
FIRE SPRINKLER	INSTALL NFPA 13-D FIRE SPRINKLER SYSTEM UNDER SEPARATE PERMIT

SPECIAL INSPECTIONS

SHEET INDEX

A0 0	COVER
A0 1	CONTEXT PLAN
A0 2	SITE PLAN
A0 3	STREETSCAPE
A0 4	FLOOR AREA DIAGRAMS
A0 5	DAYLIGHT PLANE
A0 6	IMPERVIOUS CALCS
A0 7	AVG GRADE CALC SITE PLAN
A1 0	(E) FLOOR PLANS
A1 1	FIRST FLOOR
A1 2	SECOND FLOOR
A1 3	ROOF
A2 1	BUILDING ELEVATIONS
A2 2	BUILDING ELEVATIONS
A2 3	(E) ELEVATIONS
A2 4	(E) ELEVATIONS
A3 0	SECTIONS
A3 1	SECTIONS
A3 2	SECTIONS

VICINITY MAP

PROJECT INFORMATION

LOT SIZE	16,701 sf
MAX BUILDING COVERAGE (30% OF LOT SIZE)	5,010 sf
PROPOSED COVERAGE	3,856 sf
MAX FLOOR AREA LIMIT (FAL) = (2 800 + (25*(LOT SIZE-7,000)) = (2,800 + (25*(16 701-7 000))	5,225 sf
PROPOSED FLOOR AREA	5,224 sf
MAX HEIGHT	28' - 0"**
AVG CALC GRADE (SEE A1 0) LOWEST GRADE = 322' 9 1/2" HIGHEST GRADE = 332'-5 1/2"	327'- 9"
MAX HEIGHT ELEVATION BASED ON AVG GRADE (28' + 327'- 9") = 355' -9"	355'-9"
MAX HEIGHT OF HOUSE	355' -1"

SEE SHEET A1 2 FOR AREA CALCULATIONS

**MAXIMUM BUILDING HEIGHT AT ANY ONE POINT ON THE PROPERTY SHALL BE MEASURED FROM AVERAGE NATURAL GRADE CHIMNEYS ARE EXCLUDED FROM THIS HEIGHT LIMIT PER ZONING CODE SECTION 16 14 030(7)

APPLICABLE CODES

2013 CALIFORNIA BUILDING CODE (2009 IBC)
2013 CALIFORNIA RESIDENTIAL CODE (2009 IRC)
2013 CALIFORNIA MECHANICAL CODE (2009 UMC)
2013 CALIFORNIA ELECTRICAL CODE (2008 NEC)
2013 CALIFORNIA PLUMBING CODE (2009 UPC)
2013 CALIFORNIA FIRE CODE

MODERNA HOMES

TIOGA RESIDENCE

2355 TIOGA DRIVE, MENLO PARK, CA 94025

REVISIONS

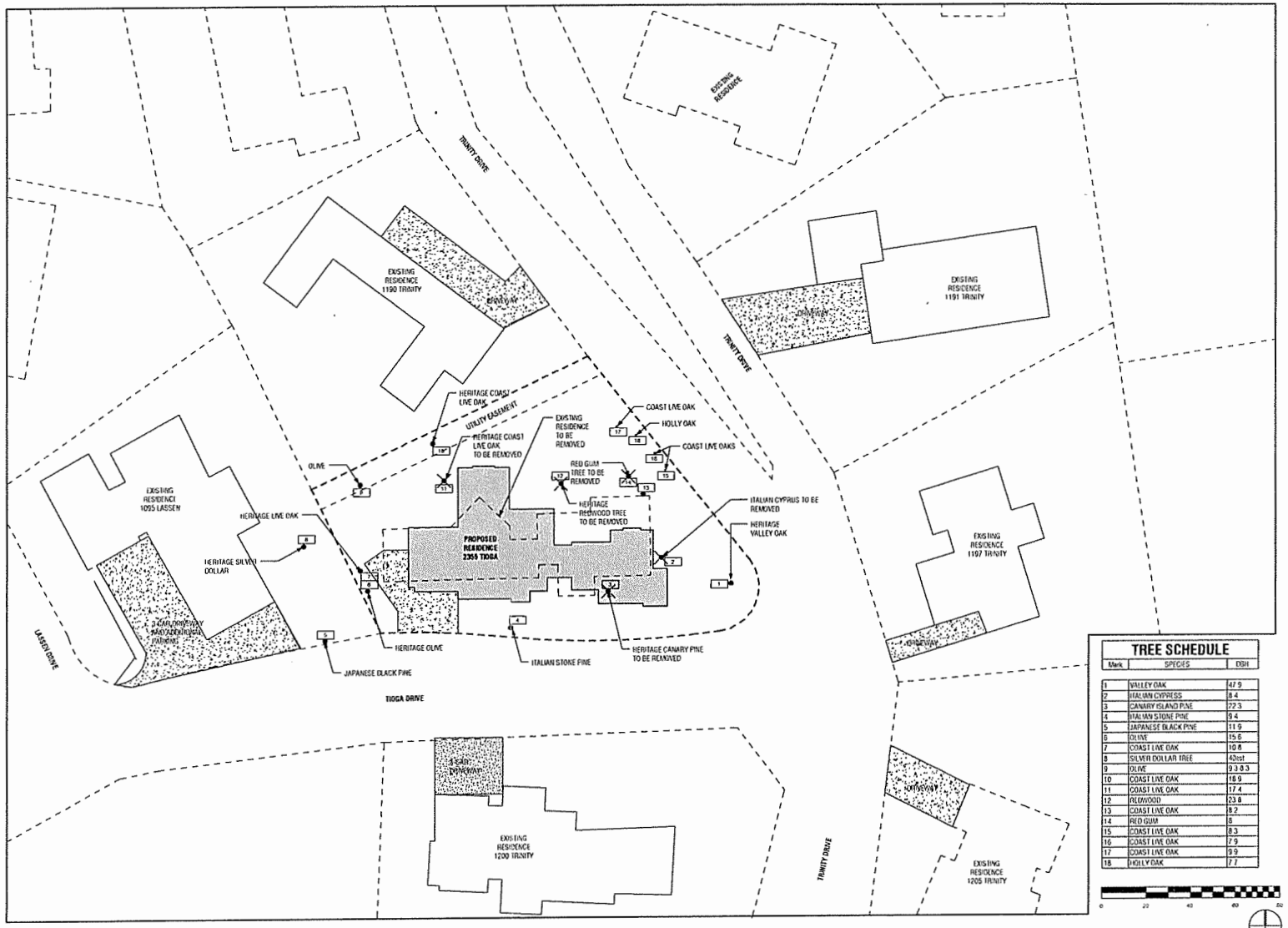
NO.	DESCRIPTION	DATE

PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	As indicated
ISSUE STATUS	DESIGN REVIEW

COVER

A0.0

D1



TREE SCHEDULE

Mark	SPECIES	DBH
1	VALLEY OAK	47.9
2	ITALIAN CYPRESS	8.4
3	CANARY ISLAND PINE	22.3
4	ITALIAN STONE PINE	9.4
5	JAPANESE BLACK PINE	11.9
6	OLIVE	15.6
7	COAST LIVE OAK	10.8
8	SILVER DOLLAR TREE	40est
9	OLIVE	9.3 8.3
10	COAST LIVE OAK	18.9
11	COAST LIVE OAK	17.4
12	REDWOOD	23.8
13	COAST LIVE OAK	8.2
14	RED GUM	8
15	COAST LIVE OAK	9.3
16	COAST LIVE OAK	7.9
17	COAST LIVE OAK	9.9
18	HOLLY OAK	7.7

0 20 40 60

1 SITE PLAN - AREA PLAN
SCALE 1" = 20'-0"

MODERNA HOMES

MODERNA HOMES
855 Santa Cruz Avenue Suite 205
Menlo Park CA 94025
650 391 7800
www.modernahomes.net

DRAWINGS | STRUCTURAL | MECHANICAL | CIVIL | LANDSCAPE | T24 ENERGY SUMMARY | GREEN POINT RATED

TIOGA RESIDENCE

2355 TIOGA DRIVE, MENLO PARK, CA 94025

REVISIONS

NO	DESCRIPTION	DATE

PROJECT NUMBER Project Number
ISSUE DATE 10.23.2015
SCALE 1" = 20'-0"
ISSUE STATUS
DESIGN REVIEW

CONTEXT PLAN

A0.1

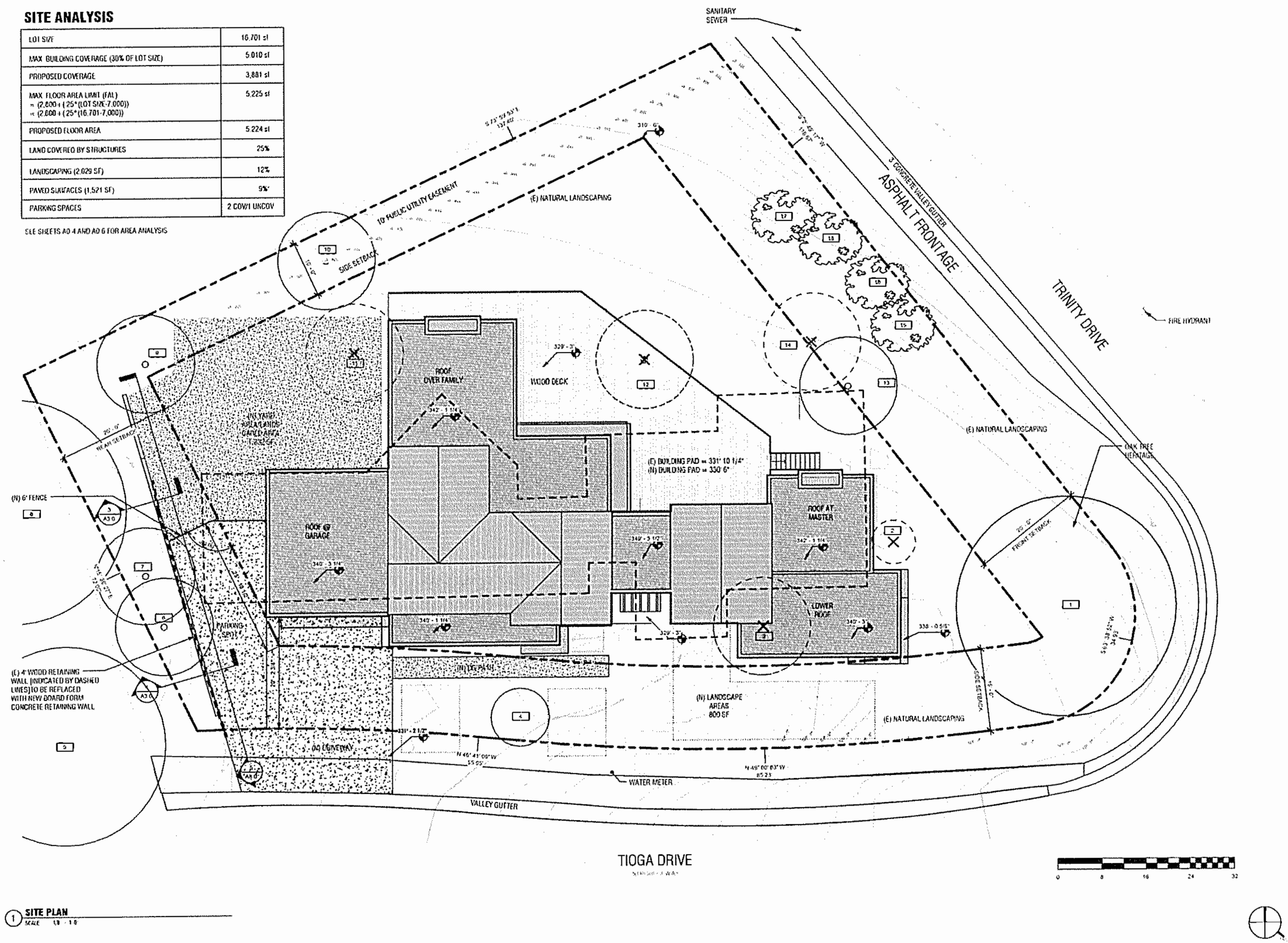
D2

D3

SITE ANALYSIS

LOT SIZE	16,701 sf
MAX BUILDING COVERAGE (30% OF LOT SIZE)	5,010 sf
PROPOSED COVERAGE	3,881 sf
MAX FLOOR AREA LIMIT (FAL) = (2,800 + (.25*(LOT SIZE-7,000)) = (2,800 + (.25*(16,701-7,000))	5,225 sf
PROPOSED FLOOR AREA	5,224 sf
LAND COVERED BY STRUCTURES	25%
LANDSCAPING (2,029 SF)	12%
PAVED SURFACES (1,521 SF)	9%
PARKING SPACES	2 COV/1 UNCOV

SEE SHEETS A0.4 AND A0.6 FOR AREA ANALYSIS



1 SITE PLAN

MODERNA HOMES

MODERNA HOMES
883 Santa Cruz Avenue, Suite 205
Menlo Park, CA 94025
650 391 9865

TIOGA RESIDENCE

2355 TIOGA DRIVE, MENLO PARK, CA 94025

REVISIONS

NO.	DESCRIPTION	DATE

PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	As Indicated

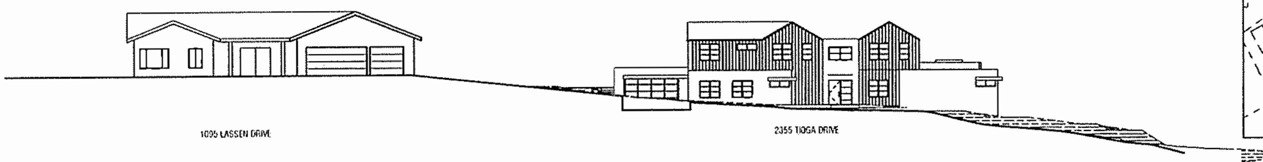
ISSUE STATUS

DESIGN REVIEW

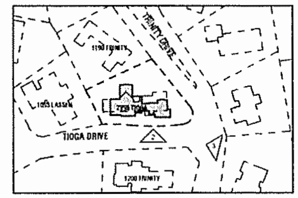
SITE PLAN

A0.2

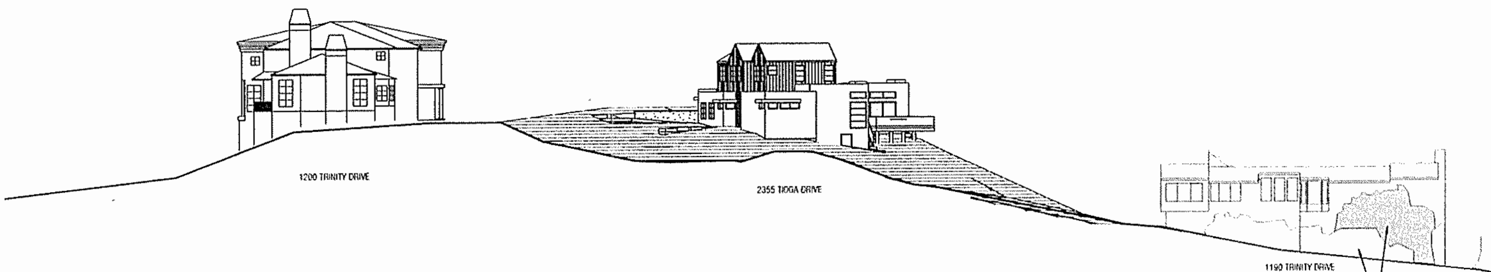
P4



2 **STREETSCAPE ELEVATION - TIOGA**
SCALE 1/16" = 1'-0"



1 **SITE PLAN - STREETSCAPE KEY PLAN**
SCALE 1" = 100'-0"



3 **Elevation 1 - a**
SCALE 1/16" = 1'-0"

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TIOGA RESIDENCE

2355 TIOGA DRIVE, MENLO PARK, CA 94025

REVISIONS

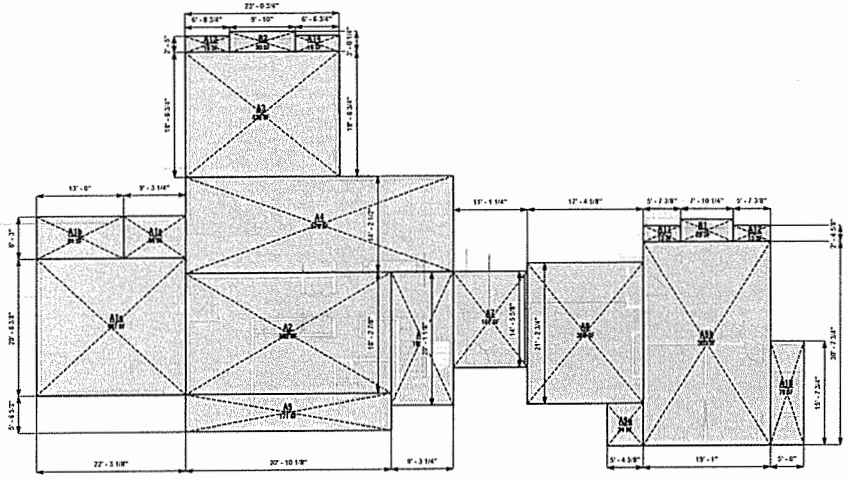
NO.	DESCRIPTION	DATE

PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	As indicated
ISSUE STATUS	

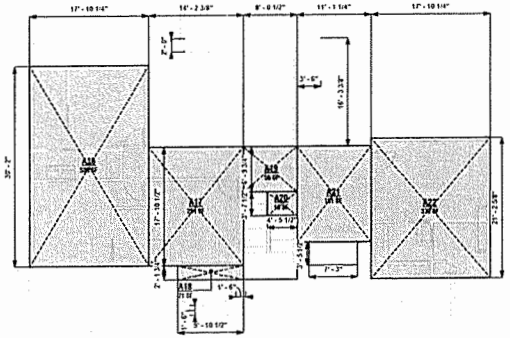
DESIGN REVIEW

STREETSCAPE

A0.3



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



2 Level 2
SCALE 1/8" = 1'-0"

FAL

TYPE MARK	AREA	TYPE	LEVEL
FAL			
A1a	457 28 SF	FAL	Level 1
A1b	81 29 SF	FAL	Level 1
A1c	57 98 SF	FAL	Level 1
A2	562 46 SF	FAL	Level 1
A3	428 07 SF	FAL	Level 1
A4	569 79 SF	FAL	Level 1
A5	171 10 SF	FAL	Level 1
A6	186 29 SF	FAL	Level 1
A7	160 65 SF	FAL	Level 1
A8	369 08 SF	FAL	Level 1
A9a	34 33 SF	FAL	Level 1
A9b	584 83 SF	FAL	Level 1
A10	78 23 SF	FAL	Level 1
A11	13 39 SF	FAL	Level 1
A12	13 39 SF	FAL	Level 1
A13	16 11 SF	FAL	Level 1
A14	15 86 SF	FAL	Level 1
FAL	3800 13 SF		
FAL ONLY			
A15	538 50 SF	FAL ONLY	Level 2
A17	253 76 SF	FAL ONLY	Level 2
A18	21 19 SF	FAL ONLY	Level 2
A19	54 87 SF	FAL ONLY	Level 2
A20	16 11 SF	FAL ONLY	Level 2
A21	160 65 SF	FAL ONLY	Level 2
A22	378 60 SF	FAL ONLY	Level 2
FAL ONLY	1423 84 SF		
FAL TOTAL	5223 97 SF		

BUILDING COVERAGE		
Area	AREA TYPE	Name
BC		
29 853 SF	BC	B1
29 705 SF	BC	B2
FAL		
457 280 SF	FAL	A1a
81 292 SF	FAL	A1b
57 982 SF	FAL	A1c
562 458 SF	FAL	A2
428 065 SF	FAL	A3
569 791 SF	FAL	A4
171 104 SF	FAL	A5
186 286 SF	FAL	A6
160 654 SF	FAL	A7
369 078 SF	FAL	A8
34 332 SF	FAL	A9a
584 825 SF	FAL	A9b
78 229 SF	FAL	A10
13 393 SF	FAL	A11
13 393 SF	FAL	A12
16 107 SF	FAL	A13
15 859 SF	FAL	A14
3855 689 SF		

MODERNA HOMES

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DESIGNED | STRUCTURAL | MECHANICAL | CIVIL | LANDSCAPE | T24 ENERGY SURVEY | WATER POINT REVIEW

TIOGA RESIDENCE

2355 TIOGA DRIVE, MENLO PARK, CA 94025

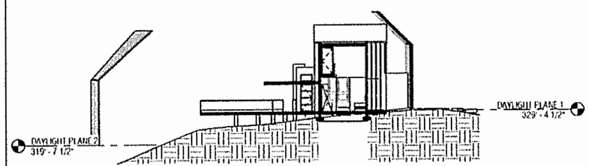
REVISIONS

NO	DESCRIPTION	DATE
1	USE PERMIT RESUBMITTAL	10.23.2015

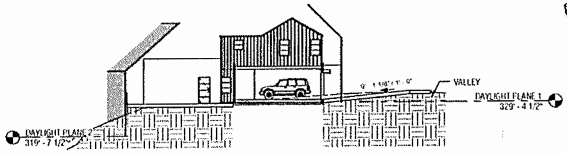
PROJECT NUMBER: Project Number
ISSUE DATE: 10.23.2015
SCALE: 1/8" = 1'-0"
ISSUE STATUS: DESIGN REVIEW

FLOOR AREA DIAGRAMS

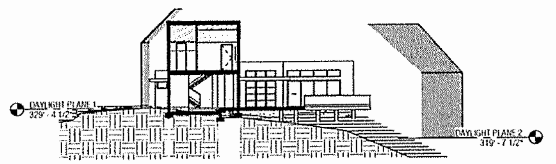
A0.4



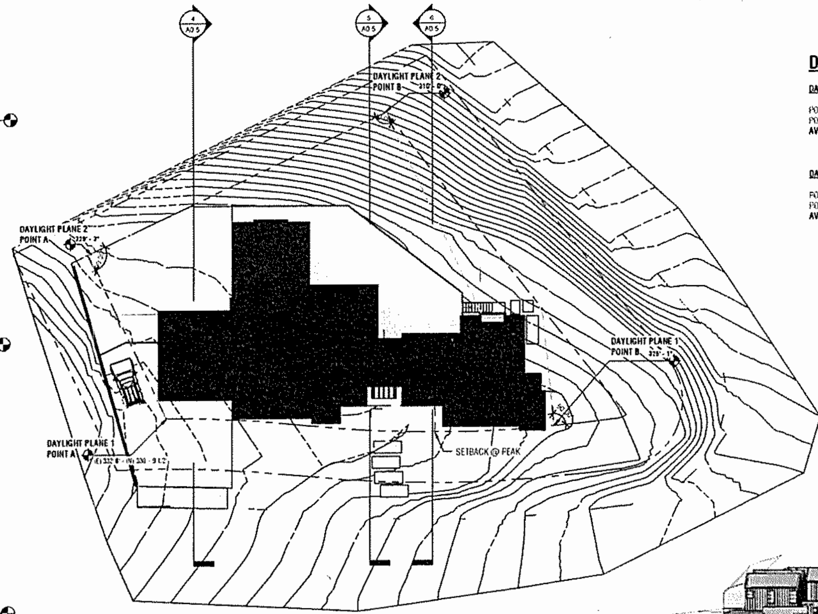
5 **DAYLIGHT PLANE1**
SCALE 1:16 - 1:0



4 **DAYLIGHT PLANE**
SCALE 1:16 - 1:0



6 **DAYLIGHT PLANE2**
SCALE 1:16 - 1:0



1 **SITE PLAN - DAYLIGHT PLANE CALCULATION**
SCALE 1:16 - 1:0

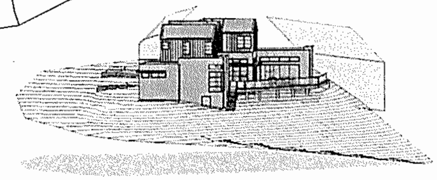
DAYLIGHT PLANE CALC

DAYLIGHT PLANE 1

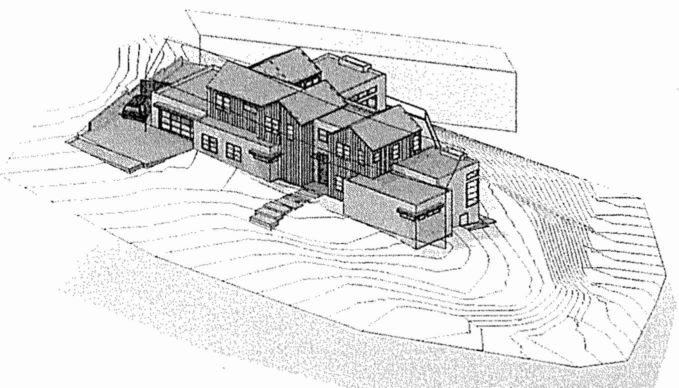
POINT A	332' - 8"
POINT B	326' - 1"
AVERAGE GRADE AT SETBACK:	**329' - 4 1/2"**

DAYLIGHT PLANE 2

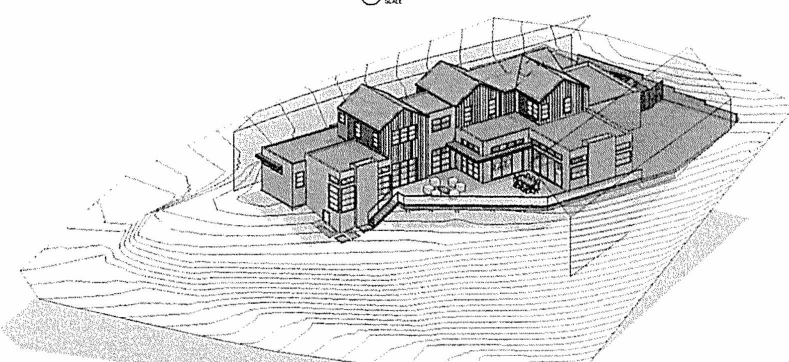
POINT A	329' - 3"
POINT B	310' - 0"
AVERAGE GRADE AT SETBACK:	**319' - 7 1/2"**



7 **DAYLIGHT PLANE - 3D**
SCALE



3 **DAYLIGHT PLANE - 3D**
SCALE



2 **DAYLIGHT PLANE - 3D**
SCALE

MODERNA HOMES

MODERNA HOMES

TIOGA RESIDENCE

2355 TIOGA DRIVE, MENLO PARK, CA 94025

REVISIONS

NO	DESCRIPTION	DATE

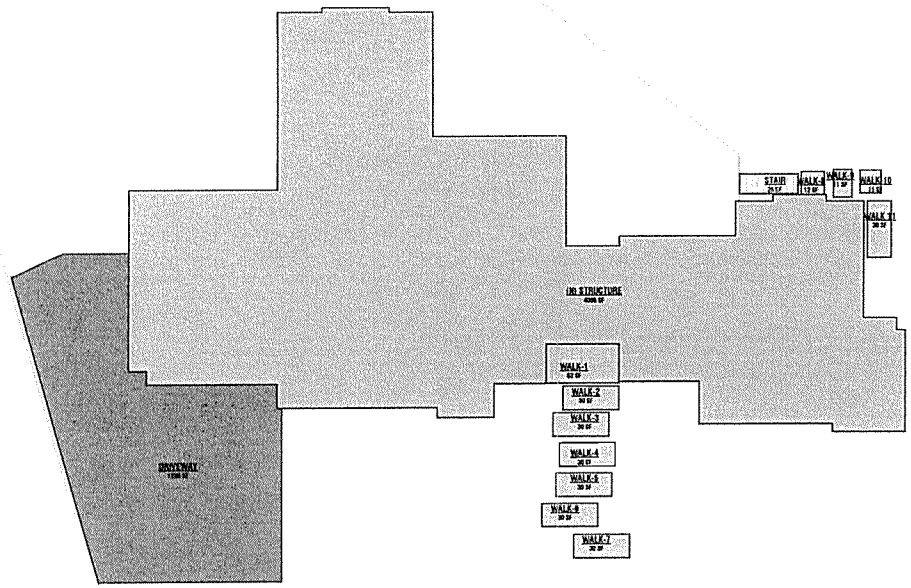
PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	1/16" = 1'-0"

ISSUE STATUS

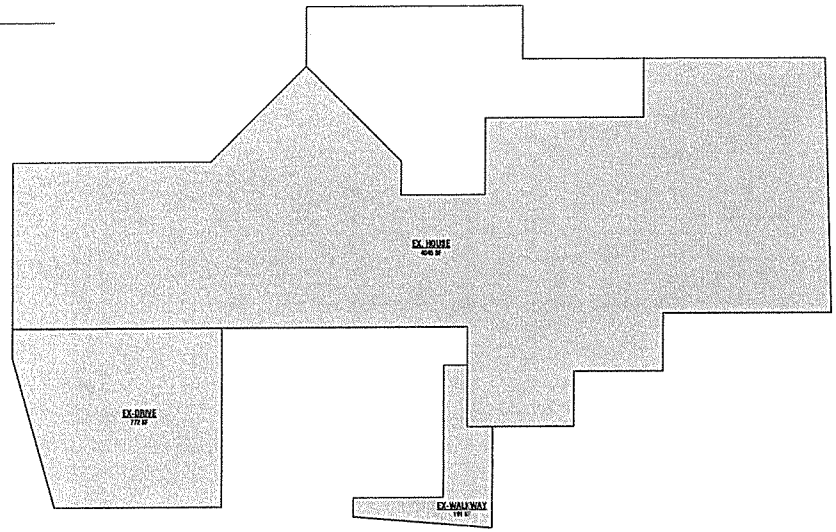
DESIGN REVIEW

DAYLIGHT PLANE

A0.5



2 (N) IMPERVIOUS AREA
SCALE 1/8" = 1'-0"



1 (E) IMPERVIOUS AREA
SCALE 1/8" = 1'-0"

IMPERVIOUS CALCS

Area	AREA TYPE	Name
(E) IMPERVIOUS		
772 SF	(E) IMPERVIOUS	EX DRIVE
191 SF	(E) IMPERVIOUS	EX WALKWAY
4045 SF	(E) IMPERVIOUS	EX HOUSE
5008 SF		
5008 SF		
(N) IMPERVIOUS		
4065 SF	(N) IMPERVIOUS	(N) STRUCTURE
1226 SF	(N) IMPERVIOUS	DRIVEWAY
26 SF	(N) IMPERVIOUS	STAIR
39 SF	(N) IMPERVIOUS	WALK 11
63 SF	(N) IMPERVIOUS	WALK 1
30 SF	(N) IMPERVIOUS	WALK-2
30 SF	(N) IMPERVIOUS	WALK-3
30 SF	(N) IMPERVIOUS	WALK-4
30 SF	(N) IMPERVIOUS	WALK-5
30 SF	(N) IMPERVIOUS	WALK 6
30 SF	(N) IMPERVIOUS	WALK-7
12 SF	(N) IMPERVIOUS	WALK-8
11 SF	(N) IMPERVIOUS	WALK-9
11 SF	(N) IMPERVIOUS	WALK 10
5624 SF		
5624 SF		

EXISTING IMPERVIOUS AREA = 5,008 SF
(N) IMPERVIOUS AREA = 5,624 SF
DELTA = 616 SF

MODERNA HOMES

TIOGA RESIDENCE

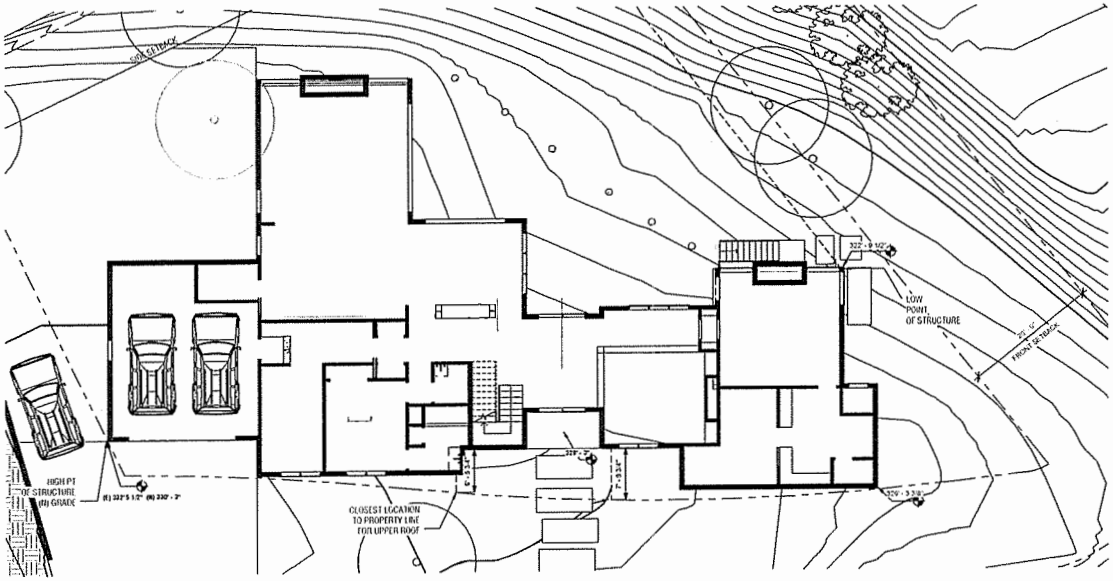
2355 TIOGA DRIVE, MENLO PARK, CA 94025

PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	1/8" = 1'-0"
ISSUE STATUS	DESIGN REVIEW

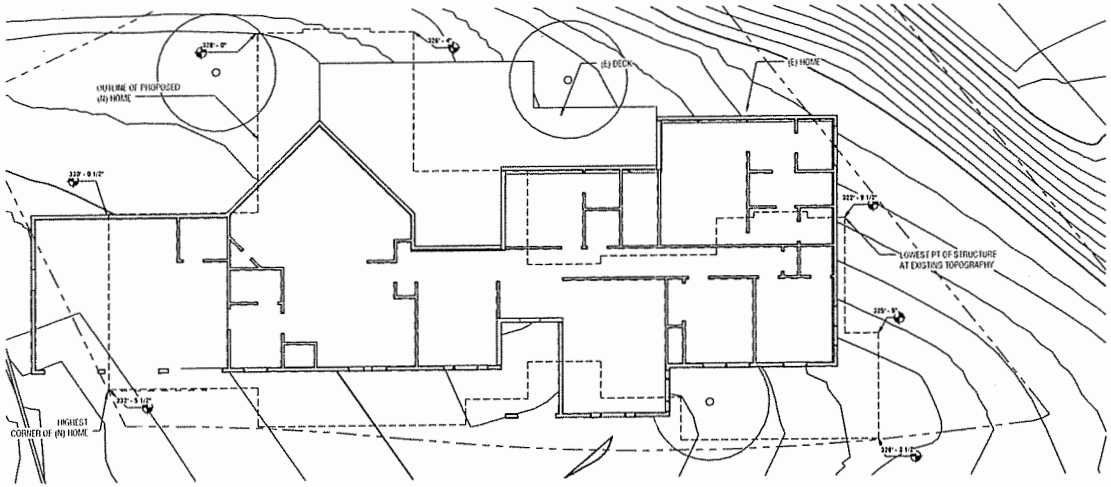
IMPERVIOUS CALCS

A0.6

D7



1 SITE PLAN-AVG GRADE CALC
SCALE 1/8" = 1'-0"



2 SITE-AVG-GRADE -EXISTING
SCALE 1/8" = 1'-0"

LOWEST PT OF STRUCTURE = 322' 9 1/2"
HIGHEST PT OF STRUCTURE = 332' 5 1/2"
AVG. GRADE FOR MAX. HT. = 327' 9"

MODERNA HOMES

TIOGA RESIDENCE
2355 TIOGA DRIVE, MENLO PARK, CA 94025

PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	1/8" = 1'-0"
ISSUE STATUS	DESIGN REVIEW

AVG GRADE CALC SITE PLAN

A0.7

84

MODERNA HOMES

TIOGA RESIDENCE

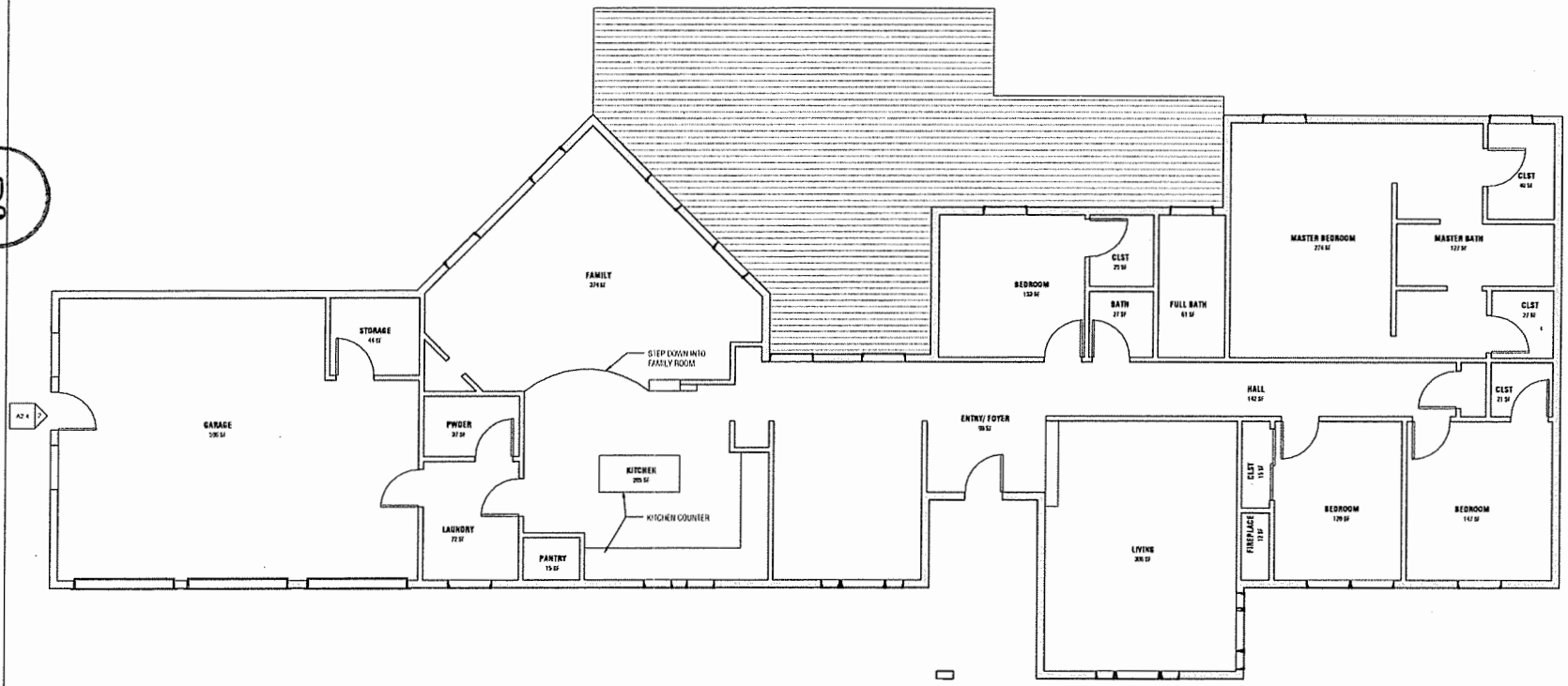
2355 TIOGA DRIVE, MENLO PARK, CA 94025

PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	1/4" = 1'-0"
ISSUE STATUS	

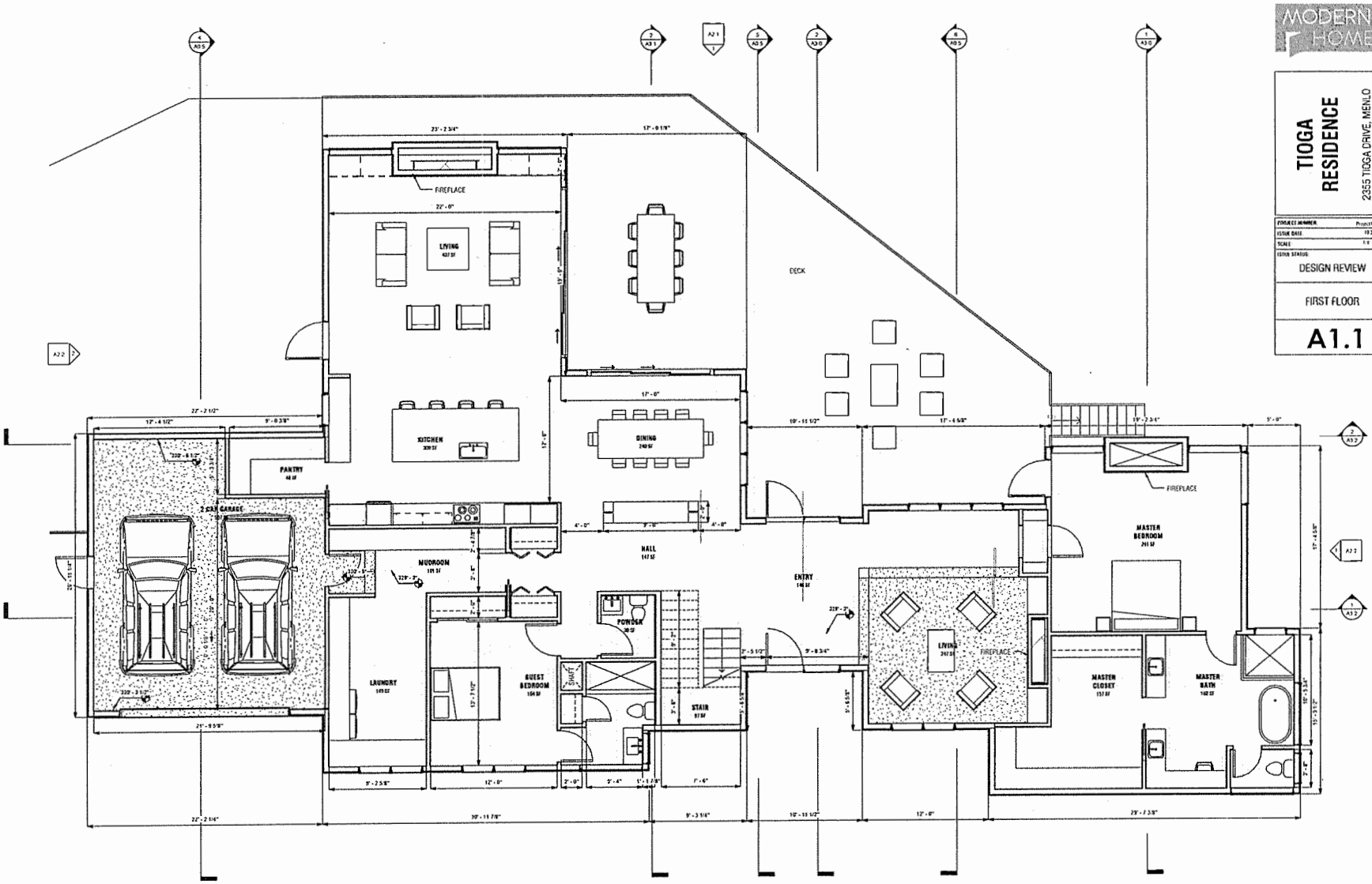
DESIGN REVIEW

(E) FLOOR PLANS

A1.0



(E) Level 1
SCALE 1/4" = 1'-0"



1 Level 1

MODERNA HOMES

TIOGA RESIDENCE

2355 TIOGA DRIVE, MENLO PARK, CA 94025

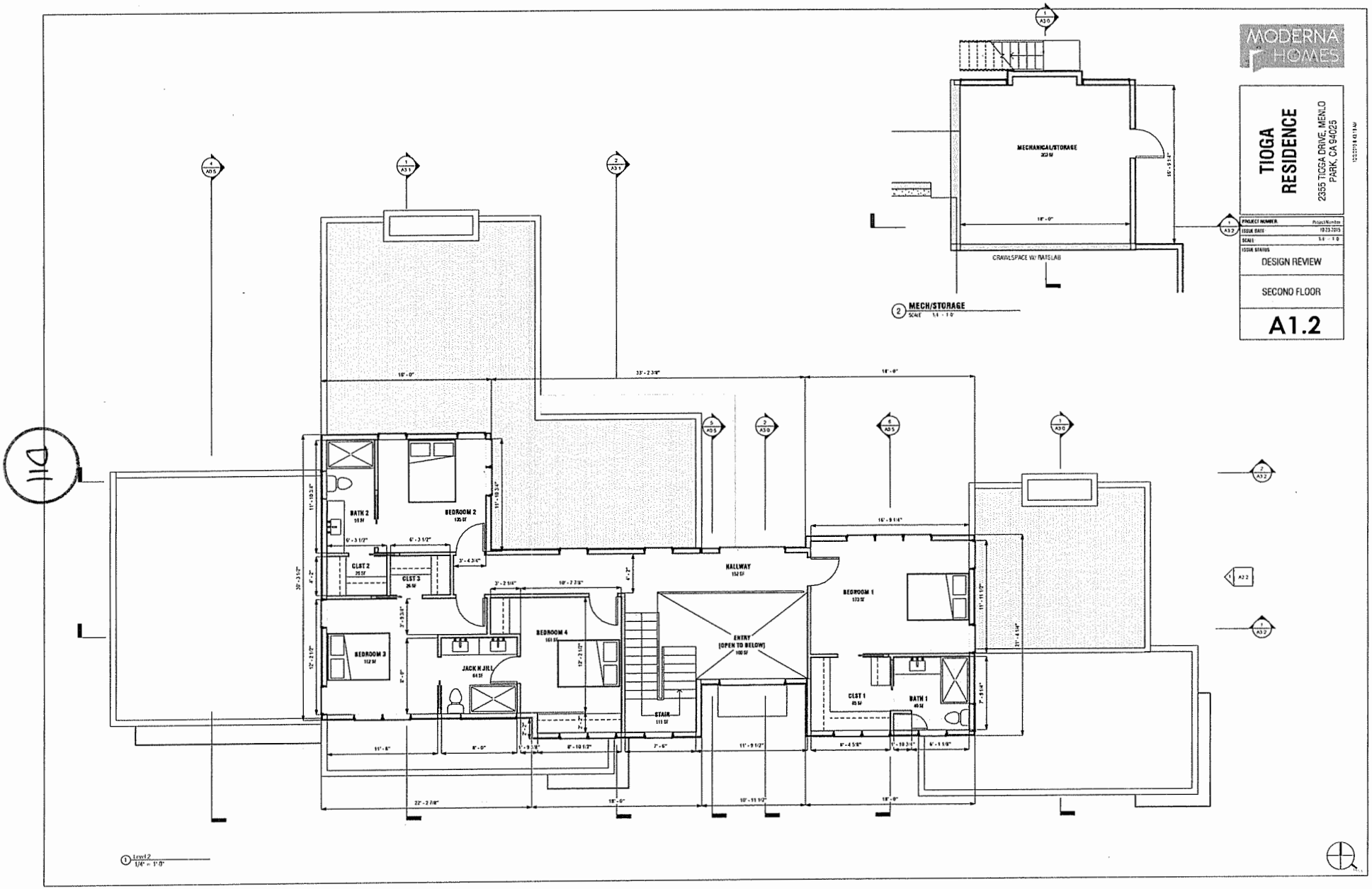
PROJECT NUMBER	Project Number
ISSUE DATE	10/23/2015
SCALE	1/4" = 1'-0"
ISSUE STATUS	

DESIGN REVIEW

FIRST FLOOR

A1.1

010



MODERNA HOMES

TIOGA RESIDENCE

2355 TIOGA DRIVE, MENLO PARK, CA 94025

PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	1/4" = 1'-0"
ISSUE STATUS	DESIGN REVIEW

SECOND FLOOR

A1.2

110

MODERNA HOMES

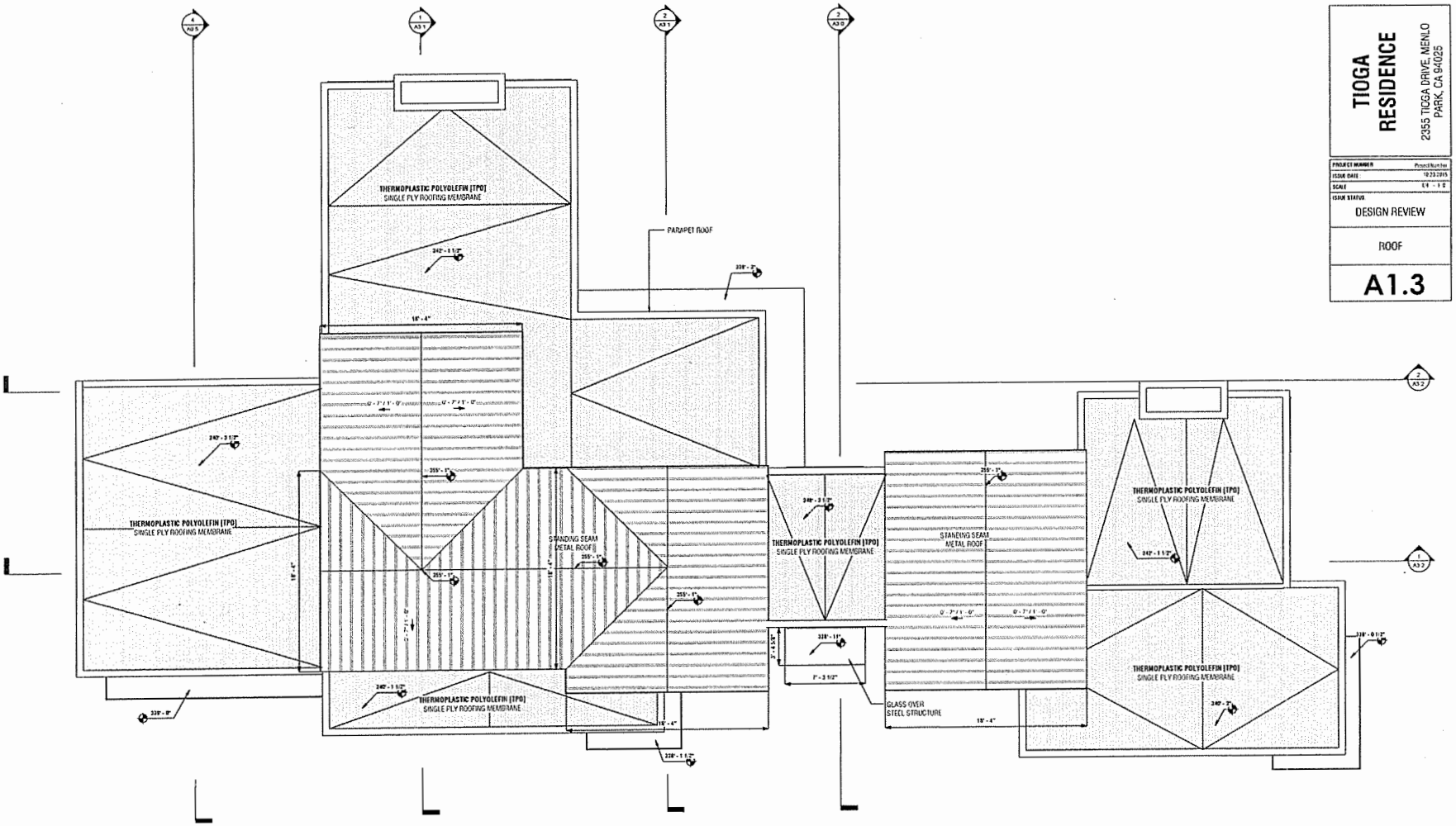
TIOGA RESIDENCE

2355 TIOGA DRIVE, MENLO PARK, CA 94025

PROJECT MANAGER	Project Number
ISSUE DATE	10.23.2015
SCALE	1/4" = 1'-0"
ISSUE STATUS	DESIGN REVIEW

ROOF

A1.3



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

(212)

MATERIALS

ROOF	ALP SPAN DESIGN SPAN 16" WIDE SEAMS, 2" HIGH SEAMS COOL GRAY
BOARD AND BATTEN	1 1/2" X 1/2" BATTENS @ 12" OC PTD WHITE
STONE VENEER	WHITE/LIGHT CREAM WITH CHIPPED FACE, ASHLAR, MIXED SIZE, AUSTIN WHITE LIMESTONE

STUCCO	4 COAT (ACRYLIC) STUCCO WITH INTEGRAL COLOR
PARAPET FASCIA	PTD TO MATCH WINDOW FRAME
WINDOWS/DOORS	ALUMINUM CLAD WINDOWS WITH DIVIDED LIGHTS (KOLBE OR SIM) DARK BRONZE INCLUDE INTERIOR AND EXTERIOR GRIDS AND SPACER BAR

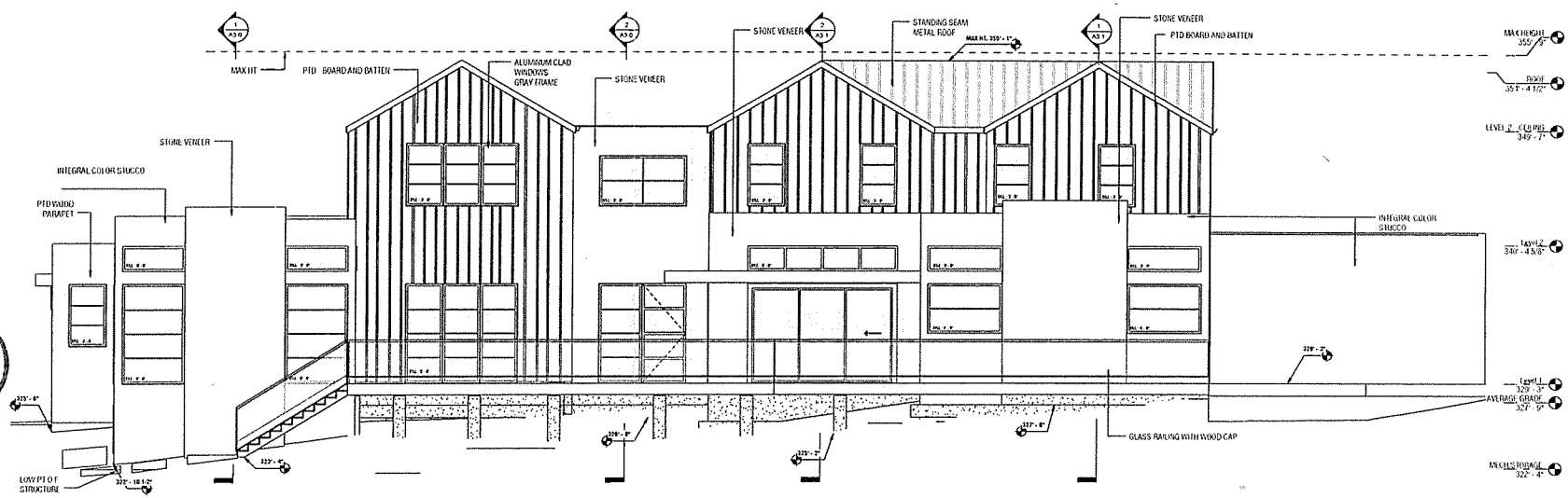
ELEVATION NOTES

1 SEE SECTIONS FOR HEIGHTS FROM NATURAL GRADE
2 SEE DAYLIGHT PLANE SHEET IS FOR DAYLIGHT PLANE CALCULATIONS AND ANALYSIS

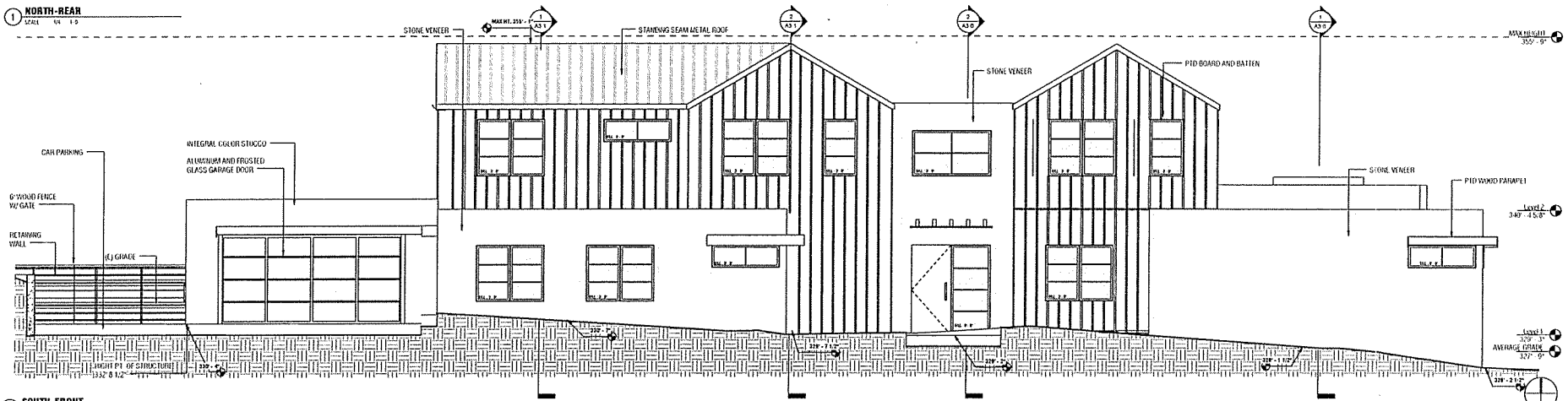
MODERNA HOMES

TIOGA RESIDENCE
2355 TIOGA DRIVE, MENLO PARK, CA 94025

PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	As indicated
ISSUE STATUS	DESIGN REVIEW
	BUILDING ELEVATIONS
	A2.1

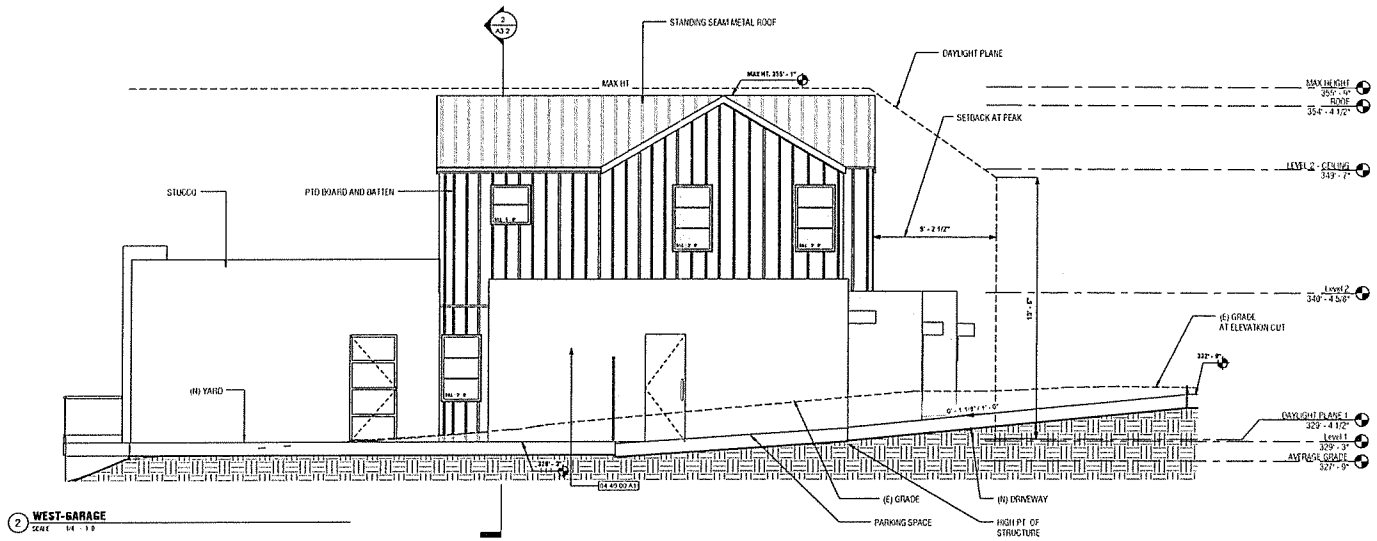


1 NORTH-REAR
SCALE 1/4" = 1'-0"

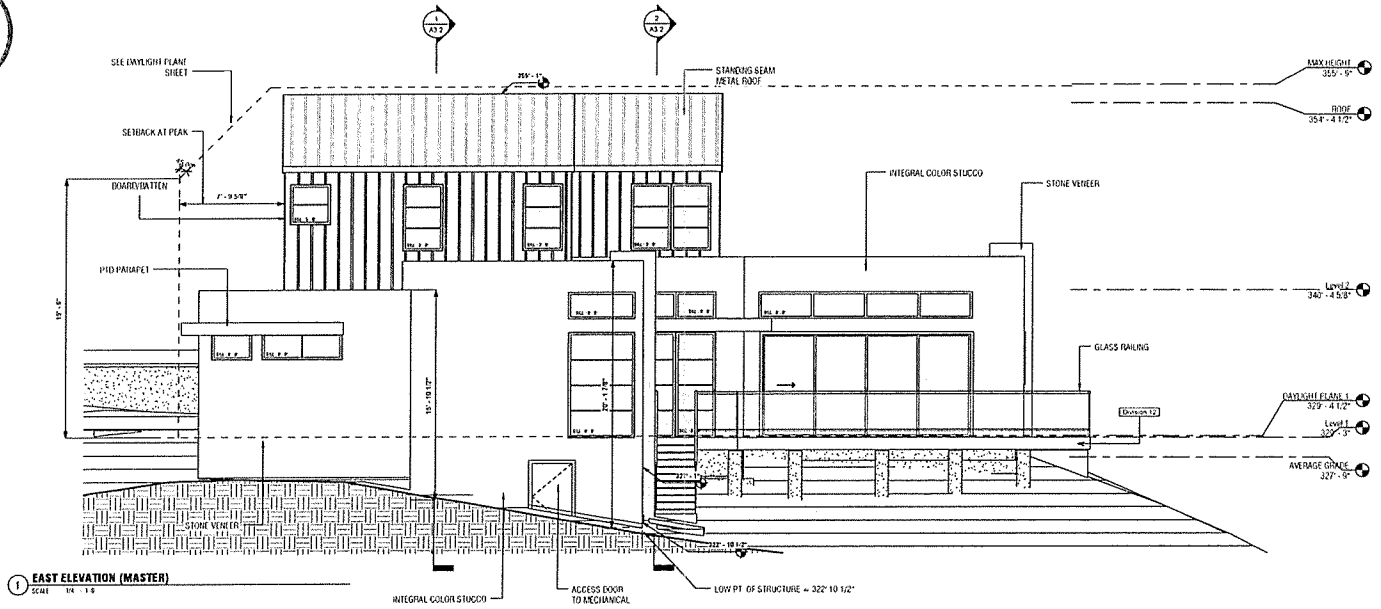


2 SOUTH-FRONT
SCALE 1/4" = 1'-0"

D13



2 **WEST-GARAGE**
SCALE 1/4" = 1'-0"



1 **EAST ELEVATION (MASTER)**
SCALE 1/4" = 1'-0"

ELEVATION NOTES

1 SEE SECTIONS FOR HEIGHTS FROM NATURAL GRADE
2 SEE DAYLIGHT PLANE SHEETS FOR DAYLIGHT PLANE CALCULATIONS AND ANALYSIS

MATERIALS

ROOF	AEP SPAN DESIGN SPAN 16"-WIDE SEAMS, 2" HIGH SEAMS COOL GRAY
BOARD AND BATTEN	1 1/2" X 1/2" BATTENS @ 12" OC PTD WHITE
STONE VENEER	WHITE/LIGHT CREAM WITH CHIPPED FACE, ASHLAR, MIXED SIZE, AUSTIN WHITE LIMESTONE
STUCCO	4 COAT (ACRYLIC) STUCCO WITH INTEGRAL COLOR
PARAPET FASCIA	PTD TO MATCH WINDOW FRAME
WINDOWS/DOORS	ALUMINUM CLAD WINDOWS WITH DIVIDED LIGHTS (KOLBE OR SIM) DARK BRONZE, INCLUDE INTERIOR AND EXTERIOR GRIDS AND SPACER BAR

MODERNA HOMES

TIOGA RESIDENCE
2355 TIOGA DRIVE, MENLO PARK, CA 94025

PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	As indicated
ISSUE STATUS	DESIGN REVIEW

BUILDING ELEVATIONS

A2.2

MODERNA HOMES

TIOGA RESIDENCE

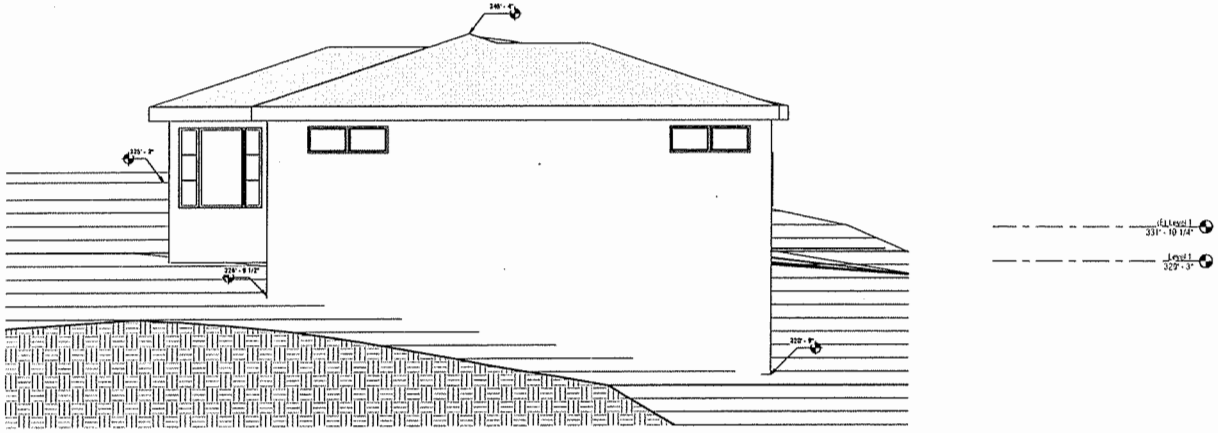
2355 TIOGA DRIVE, MENLO PARK, CA 94025

PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	1/4" = 1'-0"
ISSUE STATUS	

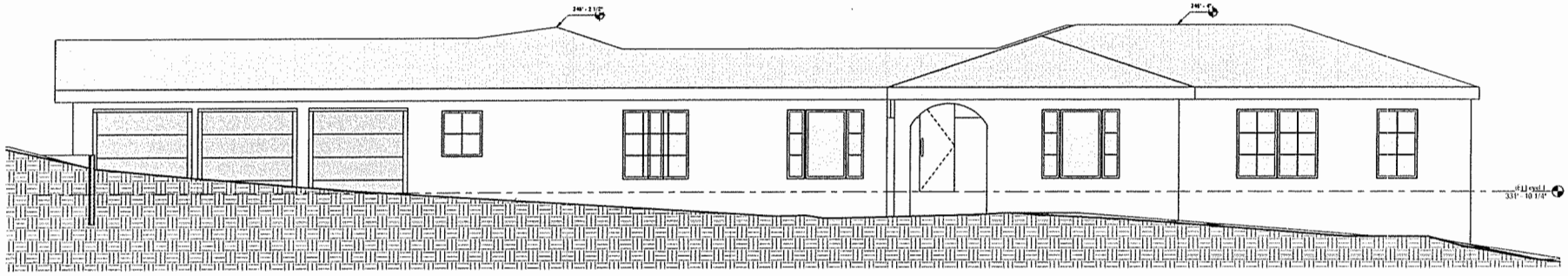
DESIGN REVIEW

(E) ELEVATIONS

A2.3

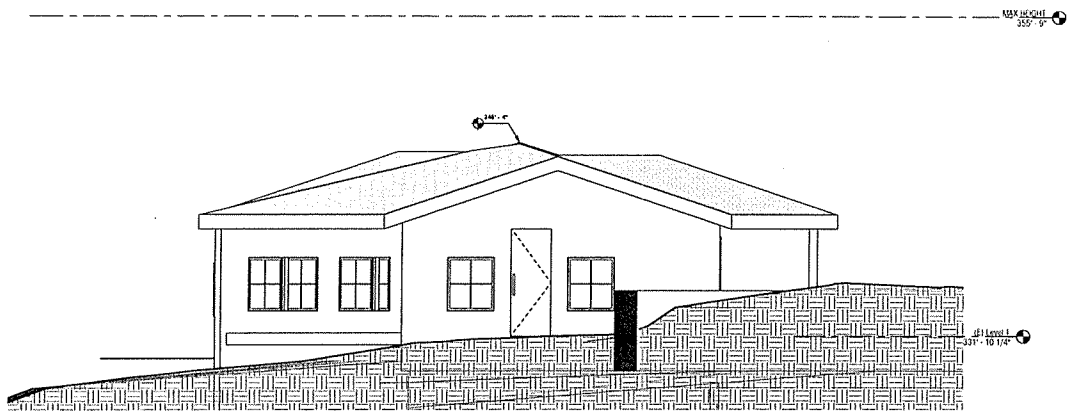


2 (E) EAST ELEVATION
SCALE 1/4" = 1'-0"

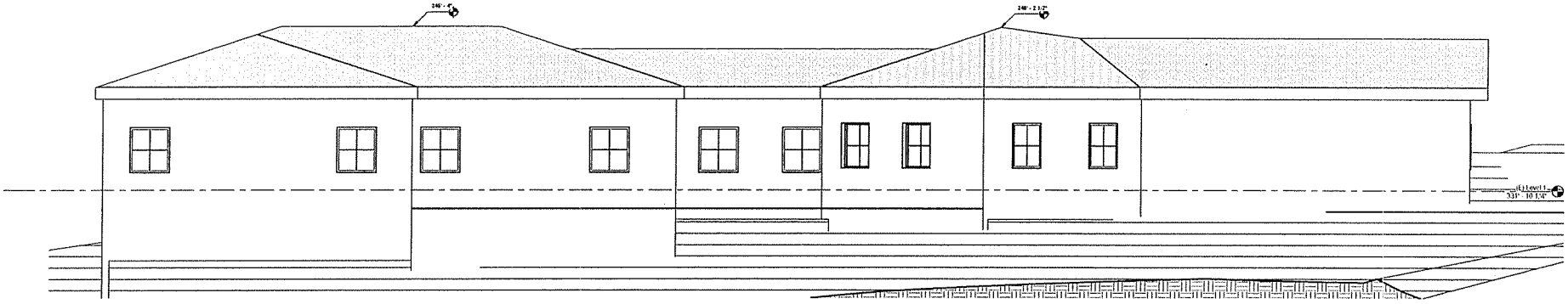


1 (E) FRONT/SOUTH ELEV
SCALE 1/4" = 1'-0"

DIS



2 (E) WEST-GARAGE
SCALE 1/4" = 1'-0"



3 (E) REAR ELEVATION
SCALE 1/4" = 1'-0"

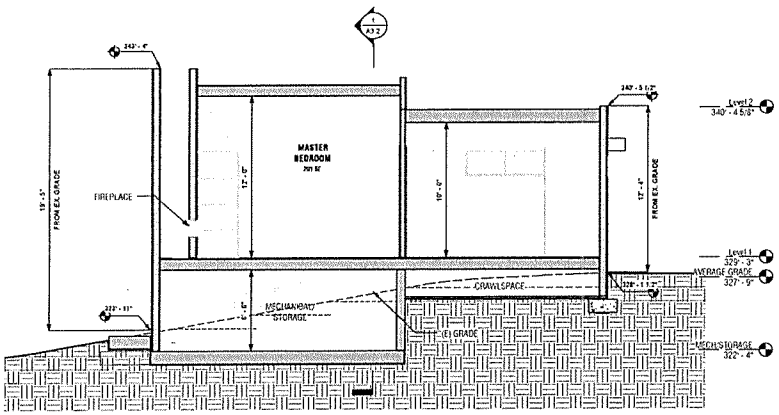
MODERNA HOMES

TIOGA RESIDENCE
2355 TIOGA DRIVE, MENLO PARK, CA 94025

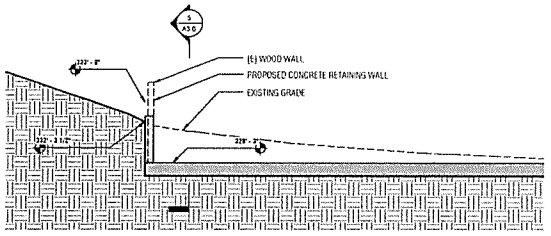
PROJECT NUMBER	ProjectNumber
ISSUE DATE	10.23.2015
SCALE	1/4" = 1'-0"
ISSUE STATUS	DESIGN REVIEW

(E) ELEVATIONS

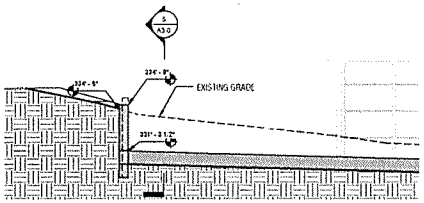
A2.4



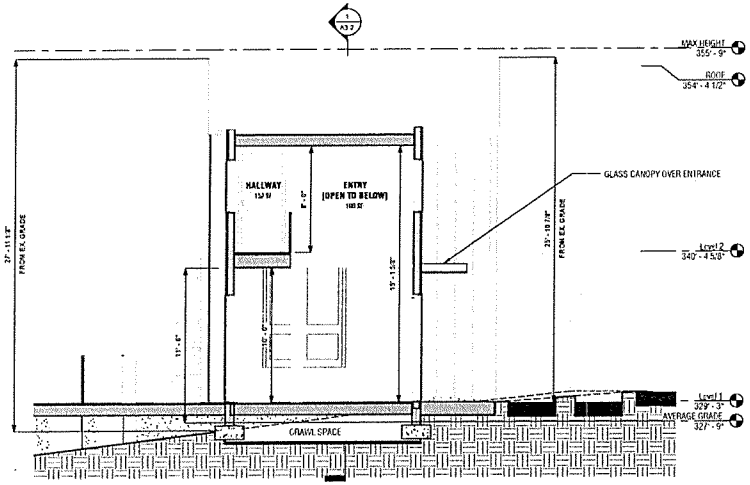
1 MASTER SECTION
SCALE 1/4" = 1'-0"



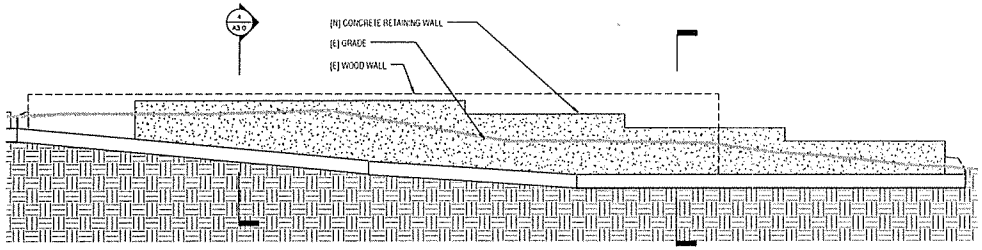
3 CONCRETE RETAINING WALL - A
SCALE 1/4" = 1'-0"



4 CONCRETE RETAINING WALL - A1
SCALE 1/4" = 1'-0"



2 ENTRY SECTION
SCALE 1/4" = 1'-0"



5 CONCRETE RETAINING WALL - B
SCALE 1/4" = 1'-0"

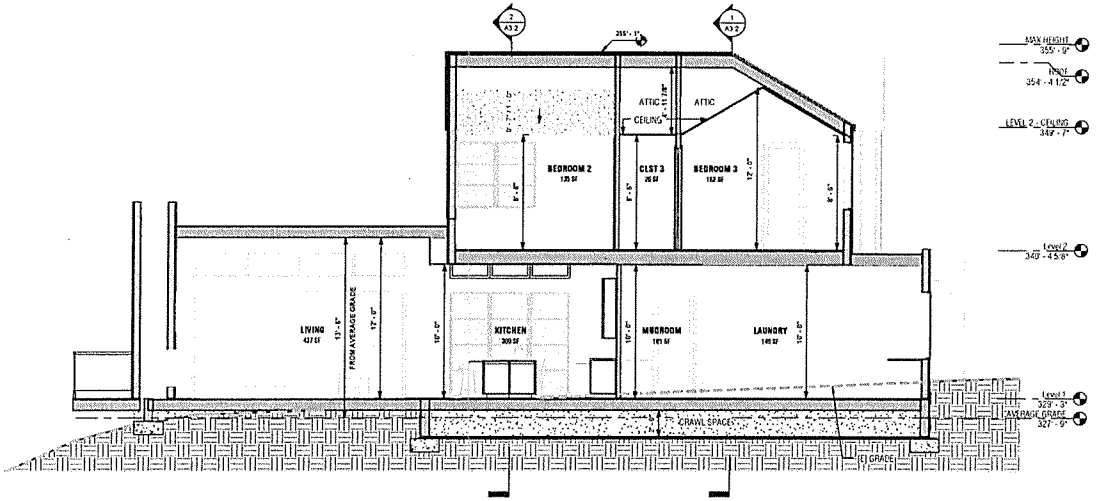
MODERNA HOMES

TIOGA RESIDENCE
2355 TIOGA DRIVE, MENLO PARK, CA 94025

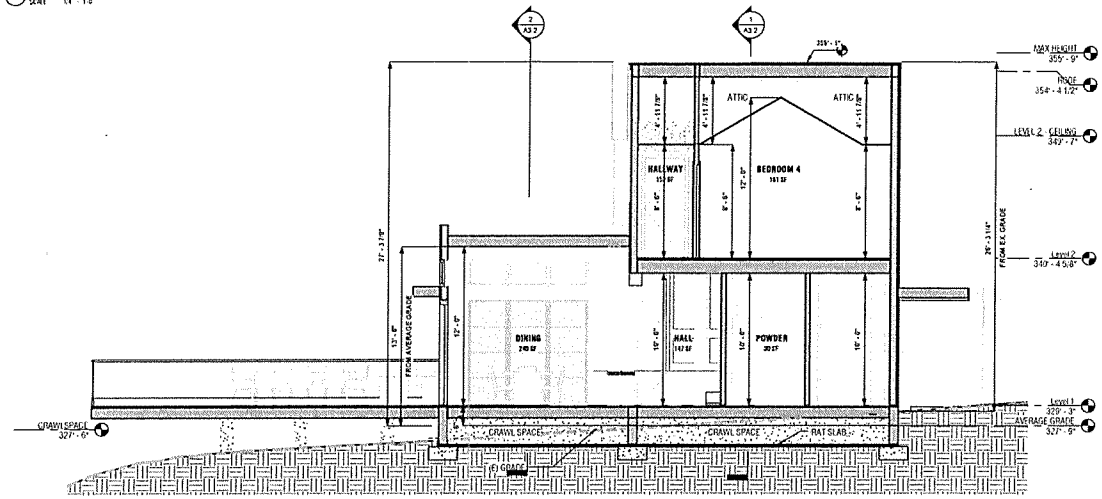
PROJECT NUMBER	Project Number
ISSUE DATE	10/23/2015
SCALE	1/4" = 1'-0"
ISSUE STATUS	DESIGN REVIEW

SECTIONS

A3.0



1 FAMILY-KITCHEN
SCALE 1/4" = 1'-0"



2 DINING-BEDROOM4
SCALE 1/4" = 1'-0"

MODERNA HOMES

TIOGA RESIDENCE

2355 TIOGA DRIVE, MENLO PARK, CA 94025

PROJECT NUMBER	Project Number
ISSUE DATE	10.23.2015
SCALE	1/4" = 1'-0"
ISSUE STATUS	DESIGN REVIEW

SECTIONS

A3.1

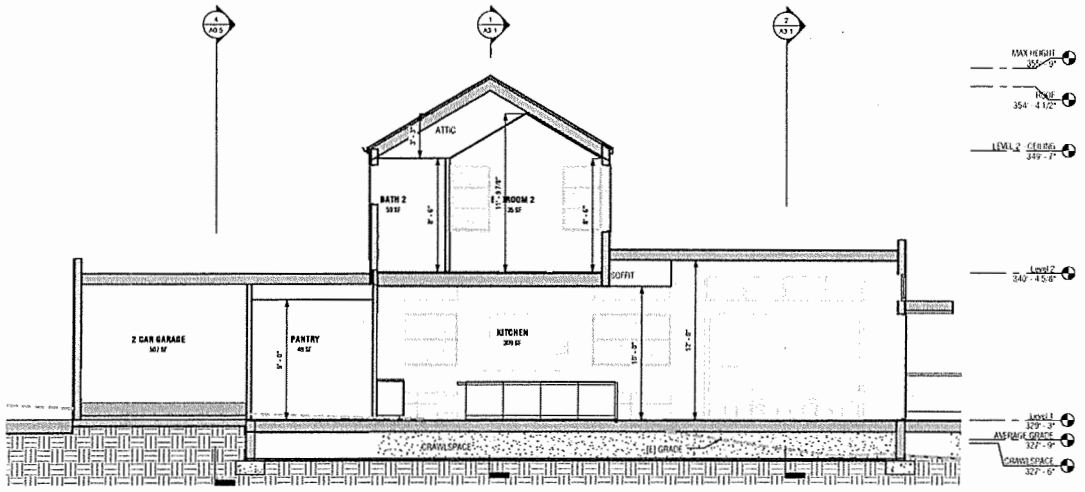
MODERNA HOMES

TIOGA RESIDENCE
2355 TIOGA DRIVE, MENLO PARK, CA 94025

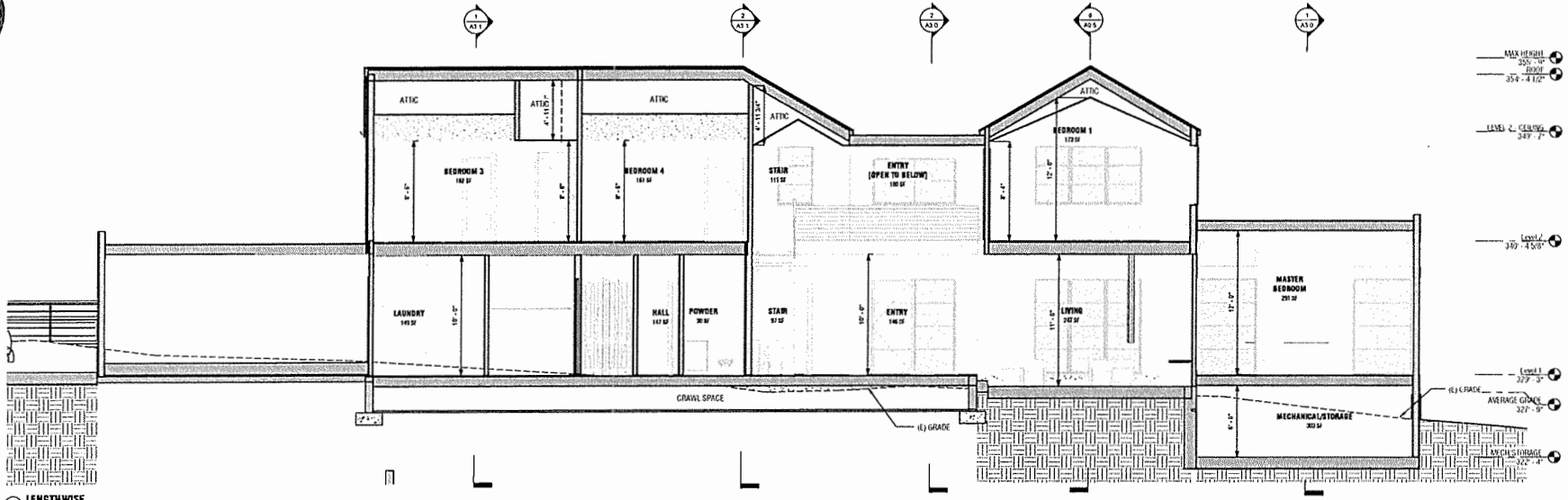
PROJECT NUMBER	Project Number
ISSUE DATE	10.29.2015
SCALE	1/4" = 1'-0"
ISSUE STATUS	DESIGN REVIEW

SECTIONS

A3.2



2 BEDROOM 2 SECTION
SCALE 1/4" = 1'-0"



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

NOTES

1) Topography shown shows existing site features at the time of the survey. Any Site Plan or Grading Plan is done by others

2) Dimensions shown to the building are to the face of the foundation

Survey Prepared for: Rob Chodinski
SITE ADDRESS: 2355 Tioga Drive, Menlo Park
LEGAL DESCRIPTION: Lot 41 Record Subdivision Book 63 at Page 17
A.P.N. 074-161-240
AREA: 10,701 SQ. FT. +/-

LEGEND

- Property Line
- Fence
- Edge of Easement
- Centerline of Right of Way
- Found Monument per Subdivision Map 63 BM 17

LICENSED LAND SURVEYOR
REGINALD J. McNULTY
No. 5401
STATE OF CALIFORNIA

8/17/15

BOUNDARY & TOPOGRAPHY MAP

Prepared By
Pat McNulty
Professional Land Surveyor
1504 Francis Avenue
Belmont, California 94002
650-654-5460

JANUARY 2015 JOB NO. 15-14

MODERNA HOMES
883 SANTA CRUZ AVE. SUITE 205■ MENLO PARK, CA ■ 94025
www.modernahomes.net
(650)-391-9805

Menlo Park Planning Department
1600 Floribunda Ave
Hillsborough, CA 94010
August 17, 2015

To Whom It May Concern:

We are pleased to present to you the proposed design for a new, 2-story single residence located at 2355 Tioga Drive. This letter summarizes the purpose for the Use Permit request, the scope of the project, the design rationale and description of the style, and our outreach efforts to neighbors.

PUPROSE OF PROPOSAL

The site at 2355 Tioga Drive does not meet the 100' minimum width requirement for the R-E-S zoning district and per the Menlo Park Zoning Ordinance we are required to submit the Use Permit application for the construction of a new 2-story home. Additionally, there is an existing retaining wall within the setback that is in disrepair and the Use Permit requests replacement of this retaining wall.

SCOPE OF WORK

The proposed project includes the demolition of the existing 4,045 SF single-story home with 3-car garage, large deck, and existing retaining wall and the construction of a new 2-story, 5,167 SF two-story home with deck, and construction of a retaining wall parallel to rear property line.

EXISTING AND PROPOSED USE

The existing and proposed use of the project is single family residential.

BASIS FOR DESIGN AND SITE LAYOUT

The site is located on a corner lot on the top of a hill with dramatic views to the Southwest and West. The property is generally flat along Tioga but slopes steeply from the Northeast side along Tioga to the Southwest side and property corner along Trinity. The Southwest portion of the lot is steep and not conducive for constructing a structure. The existing orientation of the single-story home lies predominantly along the North side of the lot close to the side property line along Tioga, with its 3-car driveway and entry path and door along Tioga. The existing home entry and family room open to a large rear deck overlooking the steep rear yard and the mountains to the Southwest and West.

The proposed two-story design uses the same orientation of the existing home to maximize views of the mountains, layout of the structure on the flat portion of the lot, and for driveway and entry accessibility from the flatter portion of the lot along Tioga. This orientation also promotes maximum southern exposure for the public spaces. The home sits along the property line and extends lengthwise along Tioga to limit construction on the steeper portion of the lot.

E1

ARCHITECTURAL STYLE

The architectural style is a modern farmhouse, integrating farmhouse forms and materials, with modern forms and simple, traditional materials. The neighborhood comprises a variety of styles of home from the original single-family ranch homes neighboring the property to the East and South to traditional, Mediterranean, and modern homes.

The 2-story elements make-up the modern farmhouse forms with 4:12 pitch, white board and batten, and dark metal standing-seam roofs. The single-story elements are flat-roofed, with parapet eyebrow elements, stone veneer along Tioga and the fireplace structures and stucco along the rear. All the windows and doors are dark-bronze anodized with simulated mullions. The parapet, metal, and metal roof are dark, and the board/batten, and stone veneer are light/pale elements. The rear deck will be wood with a simple glass railing.

Inspiration for materials in project showing grey standing seam metal roof, white board and batten, stone veneer elements, and dark anodized bronze windows. This house uses farmhouse forms and modern, flat-roofed forms.

Additional examples of homes mixing farmhouse, pitched roofs, flat roofs, and mix of materials and color forms.

OUTREACH EFFORTS

The owners will be sending a letter the week of August 17th to each neighbor notifying them about the proposed project and welcoming any comments or concerns. The letter will include 8.5 x 11 copies of the elevations, plans, and site plan.

Thank you,

Kathleen Liston

Kathleen Liston

Kielty Arborist Services LLC

Certified Arborist WE#0476A
P.O. Box 6187
San Mateo, CA 94403
650-515-9783

July 13, 2015, Revised September 14, 2015, Revised November 18, 2015

Mr. Rob Chaplinsky
P.O. Box 7617
Menlo Park, CA

Site: 2355 Tioga, Menlo Park, CA

Dear Mr. Chaplinsky,

As requested on Wednesday, January 14, 2015, I visited the above site to inspect and comment on the trees. A new home is planned for this site and your concern as to the health and safety of the trees has prompted this visit. As required a tree protection plan is included for trees to be retained.

Method:
All inspections were made from the ground; the tree was not climbed for this inspection. The tree in question was located on a map provided by you. The tree was then measured for diameter at 54 inches above ground level (DBH or diameter at breast height). The tree was 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.

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
1	Valley oak *(Quercus lobata)*	47.9	60	50/65	Fair vigor, poor-fair form, history of limb loss.
2	Italian cypress *(Cupressus sempervirens)*	8.4	65	30/5	Good vigor, fair form, largest of three.
3	Canary island pine *(Pinus canariensis)*	22.3	45	40/35	Good vigor, poor form, topped in past.
4	Italian stone pine *(Pinus pinea)*	9.4	60	20/20	Good vigor poor form, poor location.
5	Japanese black pine *(Pinus thunbergii)*	11.9	55	35/30	Good vigor, fair form.
6	Olive *(Olea europaea)*	15.6	60	30/25	Fair vigor, fair form, poor location.
7	Coast live oak *(Quercus agrifolia)*	10.8	55	35/20	Good vigor, fair form, on bank above house.
8	Silver dollar tree *(Eucalyptus cinera)*	40est	60	45/50	Good vigor, fair form, well maintained.
9	Olive *(Olea europaea)*	9.3-8.3	55	30/25	Fair vigor, poor form, multi leader at base.
10	Coast live oak *(Quercus agrifolia)*	18.9	65	35/30	Good vigor, fair form, codominant at 8 feet.
11	Coast live oak *(Quercus agrifolia)*	17.4	50	30/35	Fair vigor, poor form, codominant at 3 feet split crotch.
12	Redwood *(Sequoia sempervirens)*	23.8	45	60/25	Poor vigor, poor form, in decline, poor location.
13	Coast live oak *(Quercus agrifolia)*	8.2	40	15/10	Fair vigor, poor form, topped for a view.
14	Red gum *(Eucalyptus camaldulensis)*	8.0	40	15/10	Fair vigor, poor form, topped for a view.

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
15	Coast live oak *(Quercus agrifolia)*	8.3	65	25/20	Good vigor, fair form, near road.
16	Coast live oak *(Quercus agrifolia)*	7.9	60	25/15	Fair vigor, fair form, topped for a view.
17	Coast live oak *(Quercus agrifolia)*	9.9	60	25/20	Fair vigor, poor-fair form, multi leader at 1 foot.
18	Holly oak *(Quercus ilex)*	7.7	55	25/20	Fair vigor, poor form, multi leader with poor crotches.

Summary:

The trees on site are a mix of native and imported trees. The site has not been maintained for some time now. It appears that supplemental irrigation has not been implemented for an unknown amount of time. Valley oak tree #1 is the largest of the trees on the property, with a diameter at breast height of 47.9 inches. This tree has had a history of limb loss as it is a mature tree. Valley oaks are known to lose limbs in this fashion.

Trees #2,3, and 14 will need to be removed to facilitate construction, as they are located poorly less than 5 feet from the existing home. Tree # 2 is a Italian cypress. This tree will not be saved as it is poorly located and would not survive demolition of the existing home. Tree #3 is a Canary island pine with a diameter of 22.3. This tree has been poorly trimmed in the past as it has been topped. Topping trees is never recommended, as it creates weak crotch formations, which in turn makes the tree more prone to failure. Pruning of this tree within ANSI standard would not improve the safety of this tree, therefore removal is the only viable option at this time. Tree #14 is a red gum tree with a diameter of 8.0. This tree has appears to have been in decline for some time as its vigor is extremely poor because there has been no irrigation.

Trees #11 and #12 are also planned for removal. Tree #11 is a coast live oak with a diameter of 17.4 inches. This tree has poor form as it is codominant at 3 feet with a split crotch. This split crotch has made this tree more susceptible to disease and insects. Also this tree is now prone to failure at this spot as the tree has already began to fail. Tree #12 is a redwood tree with a diameter of 23.8. This tree received a condition rating of 45 making it a poor tree. This tree has been suffering from the prolonged period of drought and is now in a state of decline as no supplemental irrigation has been supplied.

Italian stone pine tree number 4 will also need to be removed as it is a poor species for its location. The remaining trees on site are all on the perimeter of the property, making this an ideal construction site. The remaining trees are expected to have minor to non-existent impacts during the construction project. A wooden retaining wall will be removed and replaced with a concrete retaining wall in the same location as the wooden wall. This work is to be done inside the dripline of trees #6 and #7. Removal of the retaining wall should be done by hand, the site arborist will be onsite when this work is to be done to inspect, document and offer mitigation measures. Impacts to trees #6 and #7 are expected to be minor to non-existent. Tree protection for these 2 trees will be as close to the edge of the wooden retaining wall as possible, while still allowing for the removal of the old retaining wall and the installation of a new concrete retaining wall. The following tree protection plan will help reduce the impacts to the retained trees on site.

Tree Protection Plan:
Tree protection zones should be installed and maintained throughout the entire length of the project. Fencing for tree protection should be 6' tall, metal chain link material supported by metal 2" diameter poles, pounded into the ground to a depth of no less than 2'. The location for the protective fencing should be as close to the dripline of desired trees as possible, still allowing room for construction to safely continue. The tree protection fence for the trees must be maintained throughout the entire project.

No equipment or materials shall be stored or cleaned inside the protection zones. Areas outside protection fence, but still beneath the tree's driplines, where foot traffic is expected to be heavy, should be mulched with 4-6" of chipper chips covered with plywood. The spreading of chips will help to reduce compaction and improve soil structure.

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

Root Cutting
Any roots to be cut shall be monitored and documented. Large roots (over 2" diameter) or large masses of roots to be cut must be inspected by the site arborist. The site arborist, at this time, may recommend irrigation or fertilization of the root zone. All roots needing to be cut should be cut clean with a saw or lopper. Roots to be left exposed for a period of time should be covered with layers of burlap and kept moist.

Trenching
Trenching for irrigation, drainage, electrical or any other reason shall be done by hand when inside the dripline of a protected tree. Hand digging and the careful placement of pipes below or besides protected roots will significantly reduce root loss, thus reducing trauma to the tree. All trenches shall be backfilled with native materials and compacted to near its original level, as soon as possible. Trenches to be left open for a period of time (24 hours), will require the covering of all exposed roots with burlap and be kept moist. The trenches will also need to be covered with plywood to help protect the exposed roots.

Irrigation
Normal irrigation shall be maintained on this site at all times. During the warm season, April – November, I typically recommend some additional heavy irrigation, 2 times per month. During the winter months, it may be necessary to irrigate 1 additional time per month. Seasonal rainfall may reduce the need for additional irrigation. These trees need to be irrigated 2 times a month for the duration of the project. This type of irrigation should be started prior to any excavation. The irrigation will improve the vigor of the tree and the water content of the tree. The on-site arborist may make adjustments to the irrigation recommendations as needed. The foliage of the trees many need cleaning if dust levels are extreme. Removing dust from the foliage will help to reduce mite and insect infestation.

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

David P. Beckham
Certified Arborist WE#10724A

STAFF REPORT

Planning Commission
Meeting Date: **12/14/2015**
Staff Report Number: **15-035-PC**

Public Hearing: **Use Permit and Architectural Control/Heather Young for 765 University Drive, LLC/765 University Drive**

Recommendation

Staff recommends that the Planning Commission approve use permit and architectural control requests to construct four new dwelling units within two multi-story buildings on an R-3 (Apartment) district parcel at 765 University Drive. As part of this proposal, a heritage size Douglas fir tree in good condition (26 inches in diameter), located along the left-side property line is proposed to be removed. The proposed project is designed to retain the heritage size coast live oak tree in good health (49 inches in diameter) located in the middle, rear portion of the site. The recommended actions are included as Attachment A.

Policy Issues

Each use permit request is considered individually. The project site is zoned R-3 and is greater than 10,000 square feet in lot area and located around the El Camino Real/Downtown Specific Plan area. Therefore it is subject to specific requirements (such as a minimum density) for lots of its size and location within the R-3 district, which were modified as part of the City's 2007-2014 Housing Element Update, adopted in May 2013, to encourage more dense infill development around the El Camino Real/Downtown Specific Plan area. The Planning Commission should consider whether the required use permit and architectural control findings can be made for the proposed project, with the understanding that the site contains a minimum density.

Background

Site location

The subject property is located at 765 University Drive, near the intersection of University Drive and Roble Avenue. The subject property is located approximately three-and-a-half blocks to the southeast of Santa Cruz Avenue. The site is surrounded by a mix of multi-family and single-family residences that are also in the R-3 zoning district, some of which meet the size and location requirements for lots greater than 10,000 square feet in size. There is a mix of single-story and two-story structures in the vicinity of the subject parcel. The Planning Commission recently approved a new single family residence at 810 University Drive (across the street), which is also designed in a contemporary style. A location map is included as Attachment B.

2007-2014 Housing Element Update

As stated in the Policy Issues section of the report, the subject parcel is zoned R-3 (Apartment) and is required to comply with the "Lot Area of 10,000 sq. ft. or More for Property Around the El Camino

Real/Downtown Specific Plan Area" requirements. The City updated its 2007-2014 Housing Element in 2013, which contained a comprehensive set of policies and implementing programs intended to address effective implementation of the Housing Element, protection and enhancement of existing housing and neighborhoods, strategies to address special housing needs in the community and ways to provide an adequate supply of new housing. A key component of the Housing Element was the subsequent adoption of Modifications to the R-3 (Apartment) Zoning District. The City Council amended the Zoning Ordinance to create opportunities for higher density housing in infill locations around the El Camino Real/Downtown Specific Plan area in proximity to where services and transit are available. Some of the key changes to the R-3 zoning district for lots greater than 10,000 square feet were as follows:

- Increase in building coverage maximum from 35 percent to 40 percent;
- Minimum density requirement of 13.1 dwelling units per acre up to a maximum of 30 dwelling units per acre;
- Relaxation of the parking requirements for one-bedroom and studio units to one-and-a-half spaces instead of two spaces; and
- Removal of the required separation between buildings on the subject site, as well as between buildings on adjacent lots;

This project is the first application for a parcel in the "Lot Area of 10,000 sq. ft. or More for Property Around the El Camino Real/Downtown Specific Plan Area" to go before the Planning Commission.

Analysis

Project description

The applicant is requesting use permit and architectural control approval to demolish a single-story, single family residence and detached accessory buildings, and construct four new dwelling units in two buildings and associated site improvements on a substandard lot with regard to lot width in the R-3 (Apartment) zoning district. A data table summarizing parcel and project attributes is included as Attachment C. The project plans and the applicant's project description letter are included as Attachments D and E respectively. The project description letter discusses the proposed design and site layout in more detail, along with a discussion of the neighbor outreach conducted by the applicant team.

The site is currently developed with one single-story (with a basement), single-family residence, detached garage, and multiple sheds and accessory structures, all of which would be demolished as part of the project. The applicant is proposing to redevelop the site with four units, which is the minimum required for lots of this size. The minimum density for the project site is 13.1 dwelling units per acre, which would be 3.1 dwelling units for this parcel size. Therefore, the minimum number of units that could be developed at the site is four since three units would not comply with the minimum density requirement. The proposed four units equate to a density of 16.8 dwelling units per acre. The proposed project would be designed within two buildings, oriented around the heritage size coast live oak located near the center of the lot. The front building would contain three units, within two levels above an at-grade parking level for a total of three stories. The rear unit would be a two-story detached unit.

The rear unit would be two stories and would have two bedrooms and two-and-a-half bathrooms. The back unit would be located across the heritage coast live oak tree from the front multi-unit building,

allowing for an approximately 30 foot separation between each building, although there is not a specific separation requirement for this size lot in the R-3 district. The rear unit would be set back 15 feet from the rear property line and ten feet from each side, which are the minimum required setbacks. The front unit would be located ten feet from the left-side property line and 11 feet from the right-side property line. The front setback would be 20 feet. The front and back buildings would therefore comply with all required setbacks.

The proposed total gross floor area (GFA) for all units would be 4,535.7 square feet, where 4,537.9 square feet is the maximum. The maximum floor area ratio (FAR) for the property is calculated as 43.8 percent of the 10,362 square foot lot. For lots of this size and location, the R-3 district identifies a sliding scale for the maximum FAR based on the proposed density, setting up minimum and maximum FARs based on the actual density. There is a minimum FAR of 35 percent for 13.1 dwelling units per acre, increasing up to 75 percent for 30 dwelling units per acre. In this case, the applicant is proposing four units, which is a density of 16.8 dwelling units per acre. The corresponding FAR from the sliding scale is 43.8 percent or 4,537.9 square feet of GFA. GFA is measured according to the definition in the Zoning Ordinance, with parking (including bicycle parking), non-habitable areas, and open stairs and entries excluded.

The building coverage for the proposed project would be 4,144.7 square feet, where 4,144.8 square feet (or 40 percent) is the maximum. While building coverage and FAR would be developed to the maximum permitted, the site would be designed with 1,873.1 square feet of open parking and driveway areas (or 18.1 percent), which is well below the maximum allowed of 35 percent or 3,626.7 square feet. Additionally, the site would be developed with approximately 4,344.2 square feet (41.9 percent) landscaping where 25 percent (2,590.5 square feet) is the minimum required. The maximum height of front building would be 35 feet, not including the mechanical roof screen and elevator over-run, which would extend to an overall height of 37 feet, 10 inches. The rear unit would be approximately 22.4 feet in height.

The applicant is also requesting tentative map approval for the creation of four 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. The applicant would be required to pay the applicable recreation in-lieu fee for the provision of parkland due to the increase in three condominium units, as set forth by the Subdivision Ordinance.

Parking and site access

The site design would utilize the location of the existing driveway, along the right side of the property. The driveway would be expanded to 22 feet, six inches in width near the site entrance to allow for two-way vehicle access to the garage door located at grade within the front building. The front building would have vehicle access into the garage from the driveway along the right-side of the building. Vehicles would exit through a garage door located along the front façade, allowing residents to access the garage without conflicting with other vehicles exiting. The design also allows for a single drive aisle to access the rear unit along the right-side of the property.

Within the garage level of the front building, there would be five parking spaces, inclusive of an accessible parking space, as required by the California Building Code. The parking requirement for units of up to one

bedroom in size within this district is one-and-a-half spaces (one of which must be covered). For dwelling units with two or more bedrooms, the parking requirement is two spaces (one of which must be covered). On the second level (first habitable level), the building would have two one-bedroom units. Therefore, the parking requirement for those two units would be three spaces total (1.5 per each unit), which would be located within the garage. On the third level, the building would contain one unit, which would contain two bedrooms and two bathrooms. The two additional spaces within the garage would be allocated to this unit. The rear unit would have two bedrooms and therefore, two parking spaces would be required. The unit would have an attached single-car garage and an uncovered parking space located to the right of the building; and therefore, would comply with the two parking space requirement. The proposed design also includes a secured bicycle parking space within the garage and additional bicycle parking adjacent to the left side of the building within the side yard. Guest bicycle parking would be provided near the front of the lot through a bicycle rack behind the address monument sign. The applicant is required to pay the applicable Transportation Impact Fee (TIF) for the net increase of three multi-family dwelling units, as set forth in condition of approval 5a.

Design and materials

The buildings are designed in a contemporary style, utilizing rectangular geometries, accentuated horizontal roof eave lines, material variations, and vertical elements to define the massing. The front building would feature board-formed concrete walls at the base and horizontal wood planks along the upper floors. The upper floors would also feature white smooth stucco walls at the elevator and select facades that would increase articulation, along with dark brown/black trims on the doors and windows. The rear unit would contain a combination of horizontal wood siding and smooth stucco finish. The wood siding throughout would be stained with a medium finish.

According to the architect, the project has been envisioned as a small site urban infill project and thus, the design breaks down of the mass of each building into smaller forms. The simple volumes of the design and building structure are articulated by the materials. Exterior railings and privacy screen walls (located on the sides of the building) would be a combination of painted metal and wood slat. The buildings would be designed with multiple terraces and balconies on each level to allow for private open space for each unit. According to the architect, the exterior terrace walls open up to connect interior living and kitchen spaces to the outdoors. Windows would be true divided lites with a dark finish and a number of sliding doors would be designed using nanawalls to allow for increased indoor and outdoor connectivity to the terraces. The garage doors would feature frosted glass windows and painted metal mullions. The buildings would generally contain flat roofs, typical of the contemporary style; however, the rear unit would also have a shallow sloped roof above the single-story portion of the building. In addition, the design of the front building would comply with the building profile line along the front façade.

Trees and Landscaping

The subject site currently has six trees, including a non-heritage pear tree within the public right-of-way. Of the five trees on-site, two are heritage in size. There is a 49-inch coast live oak tree in good condition, located near the center/rear of the lot and a 26-inch Douglas fir in good condition located toward the front, left-side of the lot. As part of the proposed development, the applicant is proposing to remove the existing non-heritage size street tree (nine inch pear tree) and plant a new street tree as part of the frontage improvements for the project. The street tree species and placement would be coordinated with the Public

Works Department and is enumerated through condition of approval 5b.

The proposed project is designed for the preservation of the 49-inch diameter coast live oak tree. In the project description letter (Attachment E), the applicant states that the proposed site layout was developed in collaboration with the architect, project arborist, geotechnical engineer, civil engineer, and landscape architect to develop a proposal that meets the City's Zoning Ordinance requirements, while preserving the coast live oak tree. Concurrent with the submittal of the use permit and architectural control application, the applicant submitted an arborist report. The City's arborist peer reviewed the report and conducted a site visit, and subsequently staff requested updates and enhancements to the report to ensure the health of the coast live oak tree. The City Arborist reviewed the most recent update and requested that, in addition to requiring the use of structural soil during construction, a Silva Cell modular pavement suspension system should also be considered. As such staff has added condition of approval 5c requiring the project arborist to evaluate alternative methods for soil fill to help enable the regrowth of roots.

Based on the above analysis, the applicant has submitted an updated arborist report (Attachment F) that assesses the proposed construction and potential impacts along with detailed mitigations to ensure the preservation and long term health of the coast live oak tree. In addition, the applicant has performed preliminary trenching where the foundations would be located to determine if any significant roots would be impacted and to evaluate the use of a pier and grade beam foundation to limit root impacts. Accordingly, the project has been designed to utilize this type of foundation within proximity of the coast live oak tree. In addition, the arborist report provides a discussion of the following regarding the coast live oak tree:

- Pre-Construction: irrigation, mulching, and the application of a growth regulator;
- During Construction: foundation installation and grading, inspections and regulator monitoring by the project arborist, and specific construction materials within the drip-line;
- Post-Construction: application of a foliar canopy spray program; landscape irrigation design, and the review and acceptance of the proposed landscape plan by the project arborist; and
- Pruning: to reduce end weight and allow for structures (less than 25 percent of the canopy) along with the requirement to use a company with a certified arborist;

In addition to tree-specific recommendations (outlined above), the arborist report contains a general tree protection plan intended to accompany the more detailed plan for the coast live oak. All mitigation measures identified in the arborist report are required to be implemented throughout the construction of the project as specified in condition of approval 4g.

While the proposed project would be designed to preserve the coast live oak tree, the applicant is requesting to remove the heritage size Douglas fir tree, located toward the middle-front portion of the left-side of the property. While the tree is not located directly within the proposed footprint of the front building, the building would be located approximately three-and-a-half feet from the base of the tree. The applicant conducted exploratory trenching where the foundation would need to be located and found a significant amount of roots that would make the retention of the tree infeasible. As part of the design process, the applicant evaluated other options, including project designs that would necessitate variances, to determine if preserving both the coast live oak and Douglas fir trees was feasible for the project. The applicant submitted a memorandum to the Planning Division describing alternative designs and constraints in more detail (Attachment G). According to the applicant, the minimum density requirement, parking and driveway

design guidelines, and turning templates and back-up distance requirements severely constrained the ability to design around both the coast live oak and the Douglas fir trees. Attachment G outlines the general design constraints and focuses on a few specific designs. The applicant evaluated locating the driveway along the left side; however, the grading for the driveway would negatively impact the roots of the Douglas fir tree and locate the driveway closer to the base of the coast live oak tree and therefore result in greater impacts to the coast live oak tree without being able to retain the Douglas fir tree.

The proposed project includes a landscaping plan, which includes the planting of 16 new trees on the site. Along the left-side property line, the applicant is proposing to plant five Brisbane box trees, which would exceed the heritage tree replacement requirement amount and provide screening between the left-side neighbor and the proposed project. Within the front yard, the site would be landscaped with a mixture of groundcover, brushes, and small trees. The landscaping would feature small olive trees, grasses, and lavender. The yards around the rear unit would utilize artificial turf and the landscape architect states that the turf near the coast live oak tree would be installed with the arborist's supervision. The rear yard of the back unit would have a patio and built-in outdoor BBQ. According to the applicant, the drought tolerant landscape is designed to feature the coast live oak and provide privacy to and from the adjacent buildings.

Correspondence

Attachment H contains correspondence on the project. While the property was on the market, the Planning Division received a letter from Jeannine and Eric Gauthier of 903 Roble Avenue stating their concerns regarding the possible removal of the coast live oak tree for future development and encouraging that any future development includes the preservation of the coast live oak. This letter was received in May 2014 and signed by a number of residents in the vicinity of the project. As noted earlier, the applicant has designed the proposal with the intent of preserving and highlighting this tree.

Since the application submittal, the Planning Division has received three letters of support for the project and one letter in opposition to the project, specifically the request to remove the Douglas fir tree. Carl Vogelsang of 721 University Drive wrote that he supports the proposed project, specifically since the coast live oak tree is being preserved. In addition, he stated that he is in agreement with the need to remove the Douglas fir tree due to the lack of care to it over the years. Jeannine and Eric Gauthier, the authors of the initial letter regarding the oak tree, provided a letter of support for the project stating that the owner and architect have done an excellent job meeting the City's requirements while preserving the oak tree. They state that the owner met with neighbors multiple times to discuss concerns regarding the coast live oak tree and share tentative designs. Additionally, they believe it would be infeasible to construct four units and preserve both the coast live oak tree and Douglas fir tree and that preservation of the heritage oak tree is more favorable than preserving the Douglas fir at the expense of the coast live oak tree. Eli Collins and Alison Wong of 742 Live Oak Avenue also provided a letter in support of the proposed project, specifically identifying that the design would benefit the neighborhood.

In addition to the three letters of support for the project, the Planning Division received a letter from Marilyn Trounson of 886 Roble Avenue, #3 requesting that the applicant design the project to preserve the Douglas fir tree. As stated previously in the report, the applicant has evaluated alternatives with the intent of preserving both the Douglas fir tree and the coast live oak but determined the alternatives were infeasible.

Conclusion

Staff believes that the proposed project meets the intent of the City's Housing Element and subsequently the Zoning Ordinance for this particular size lot/location in the R-3 District. The proposed project provides housing that is complementary to the neighborhood with respect to the architecture and site design. The proposed project is designed to protect the heritage size coast live oak and the arborist report includes recommendations to limit potential impacts to the tree from construction. The construction based removal request for the Douglas fir tree is necessary to meet the minimum density requirements of the R-3 District, while ensuring the project does not negatively impact the coast live oak tree. The applicant has conducted outreach to the neighborhood on the overall design and the preservation of the coast live oak tree. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

The project sponsor is required to pay Planning, Building and Public Works permit fees, based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the 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.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Public notification also consisted of publishing a notice in the local newspaper and notification by mail of owners and occupants within a 300-foot radius of the subject property.

Appeal Period

The Planning Commission action will be effective after 15 days unless the action is appealed to the City Council, in which case the outcome of the application shall be determined by the City Council.

Attachments

A. Recommended Actions
B. Location Map
C. Data Table
D. Project Plans
E. Project Description Letter
F. Arborist Report
G. Memo from Applicant on Alternative Designs
H. Correspondence

Disclaimer

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

Color and Materials Board

Report prepared by:
Kyle Perata, Senior Planner

Report reviewed by:
Thomas Rogers, Interim Principal Planner

LOCATION: 765 University Drive	**PROJECT NUMBER:** PLN2015-00078	**APPLICANT:** Heather Young for 765 University Drive, LLC	**OWNER:** 765 University Drive, LLC

REQUEST: Use Permit and Architectural Control/Heather Young for 765 University Drive, LLC/765 University Drive: Request for a use permit and architectural control to demolish an existing single-story, single-family residence and construct four new dwelling units within two structures. The front building would have a ground-level parking garage with three units located on two floors above the parking garage. The rear building would be a detached two-story dwelling unit. As part of this proposal, a heritage size Douglas fir tree in fair-to-good condition (26 inches in diameter), located along the left-side property line is proposed to be removed. The proposed project would be designed to retain the heritage size coast live oak tree in good health (49 inches in diameter) located in the middle, rear portion of the site. The project site is zoned R-3 and is greater than 10,000 square feet in lot area and located around the El Camino Real/Downtown Specific Plan area.

DECISION ENTITY: Planning Commission	**DATE:** December 14, 2015	**ACTION:** TBD

VOTE: TBD (Combs, Ferrick, Goodhue, Kadvany, Kahle, Onken, Strehl)

ACTION:

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 findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:

    a. The general appearance of the structure is in keeping with the character of the neighborhood.

    b. The development will not be detrimental to the harmonious and orderly growth of the City.

    c. The development will not impair the desirability of investment or occupation in the neighborhood.

    d. The development provides adequate parking as required in all applicable City Ordinances and has made adequate provisions for access to such parking.

    e. The property is not within any Specific Plan area, and as such no finding regarding consistency is required to be made.

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

    a. Development of the project shall be substantially in conformance with the plans prepared by Fergus Garber Young, Architects, consisting of 28 plan sheets, dated received December 3, 2015, and approved by the Planning Commission on December 14, 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

LOCATION: 765 University Drive	**PROJECT NUMBER:** PLN2015-00078	**APPLICANT:** Heather Young for 765 University Drive, LLC	**OWNER:** 765 University Drive, LLC

REQUEST: Use Permit and Architectural Control/Heather Young for 765 University Drive, LLC/765 University Drive: Request for a use permit and architectural control to demolish an existing single-story, single-family residence and construct four new dwelling units within two structures. The front building would have a ground-level parking garage with three units located on two floors above the parking garage. The rear building would be a detached two-story dwelling unit. As part of this proposal, a heritage size Douglas fir tree in fair-to-good condition (26 inches in diameter), located along the left-side property line is proposed to be removed. The proposed project would be designed to retain the heritage size coast live oak tree in good health (49 inches in diameter) located in the middle, rear portion of the site. The project site is zoned R-3 and is greater than 10,000 square feet in lot area and located around the El Camino Real/Downtown Specific Plan area.

DECISION ENTITY: Planning Commission	**DATE:** December 14, 2015	**ACTION:** TBD

VOTE: TBD (Combs, Ferrick, Goodhue, Kadvany, Kahle, Onken, Strehl)

ACTION:

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. The existing curb inlet shall be converted to a junction box and the applicant shall install a new curb inlet per the City's standards.

e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating the removal of the existing curb, gutter, and sidewalk and installation of new curb, gutter, sidewalk, and planting strip per City standards along the entire property frontage. The plans shall be submitted for review and approval of the Engineering Division.

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

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

h. Simultaneous with the submittal of a complete building permit, the applicant shall update the plans to indicate the removal of the existing driveway and the installation of a new driveway per City standards.

i. Simultaneous with the submittal of a complete building permit application, if applicable, the applicant shall document compliance with the City's Water Efficient Landscape Ordinance (WELO) in effect at the time of building permit submittal.

LOCATION: 765 University Drive	**PROJECT NUMBER:** PLN2015-00078	**APPLICANT:** Heather Young for 765 University Drive, LLC	**OWNER:** 765 University Drive, LLC

REQUEST: Use Permit and Architectural Control/Heather Young for 765 University Drive, LLC/765 University Drive: Request for a use permit and architectural control to demolish an existing single-story, single-family residence and construct four new dwelling units within two structures. The front building would have a ground-level parking garage with three units located on two floors above the parking garage. The rear building would be a detached two-story dwelling unit. As part of this proposal, a heritage size Douglas fir tree in fair-to-good condition (26 inches in diameter), located along the left-side property line is proposed to be removed. The proposed project would be designed to retain the heritage size coast live oak tree in good health (49 inches in diameter) located in the middle, rear portion of the site. The project site is zoned R-3 and is greater than 10,000 square feet in lot area and located around the El Camino Real/Downtown Specific Plan area.

DECISION ENTITY: Planning Commission	**DATE:** December 14, 2015	**ACTION:** TBD

VOTE: TBD (Combs, Ferrick, Goodhue, Kadvany, Kahle, Onken, Strehl)

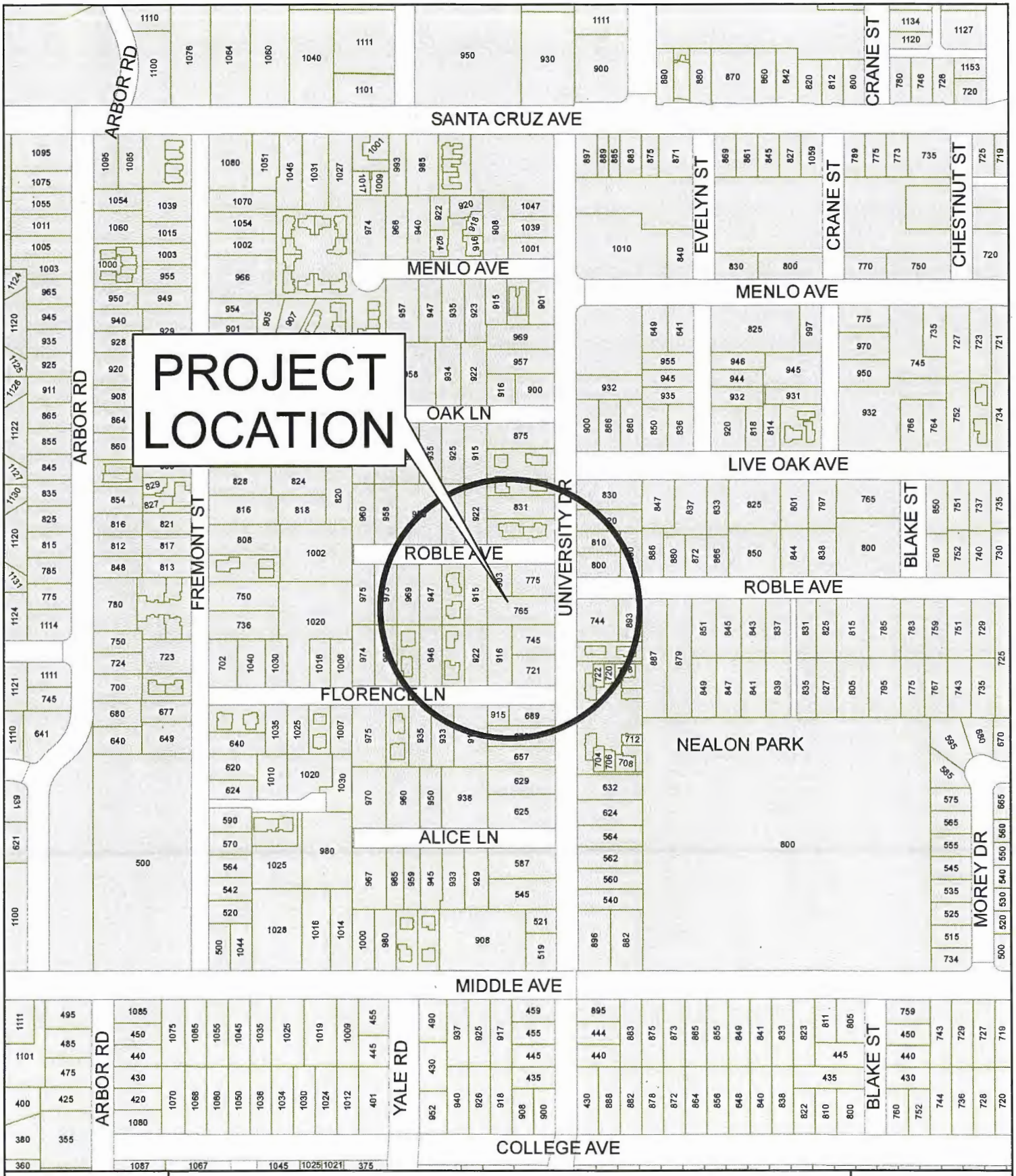
ACTION:

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

    a. Prior to building permit issuance, the applicant shall pay a Transportation Impact Fee (TIF) at the rate for multi-family dwellings, subject to the Municipal Code Section 13.26. The fee rate is subject to change annually on July 1 and the final calculation will be based upon the rate at the time of fee payment. The TIF rate is adjusted each year based on the ENR Construction Cost Index percentage change for San Francisco. The current estimated fee is $4,568.59.

    b. Simultaneous with the submittal of a complete building permit application, the applicant shall revise the plans to identify the species of the proposed street tree. The species and location will be subject to review and approval of the Planning and Engineering Divisions and City Arborist.

    c. Simultaneous with the submittal of a complete building permit application, the applicant shall submit an updated arborist report that evaluates the possibility of utilizing Silva Cell modular pavement suspension system during construction to aid in the regrowth of cut roots, subject to review and approval of the City Arborist, Building, and Planning Divisions.



CITY OF MENLO PARK

LOCATION MAP

765 UNIVERSITY DRIVE

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

B1

765 University Drive – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	10,362.0 sf	10,362.0 sf	10,000 sf min.
Lot width	66.0 ft.	66.0 ft.	80 ft. min.
Lot depth	157.0 ft.	157.0 ft.	100 ft. min.
Setbacks			
Front	20.0 ft.	22.5 ft.	20 ft. min.
Rear	15.0 ft.	35.9 ft.	10 ft. min.
Side (left)	10.0 ft.	15.6 ft.	10 ft. min.
Side (right)	10.0 ft.	22.1 ft.	15 ft. min.
Building coverage	4,144.7 sf 40 %	2,346.5 sf 22.7 %	4,144.8 sf max. 40 % max.
FAR (Floor Area Ratio)*	4,535.7 sf 43.77 %	2,079.0 sf 20.1 %	4,537.9 sf max. 43.79 % max.
Landscaping	4,344.2 sf 41.9 %	5,007.5 sf 48.3 %	2,590.5 sf min. 25 % max.
Parking	1,873.1 sf 18.1 %	3,008.0 sf 29.0 %	3,626.7 sf max. 35 % max.
Density (du/acre)	16.82 du/acre	4.20 du/acre	13.1 du/acre min 30 du/acre max
Square footage by floor	788.9 sf/1st 3,010.3 sf/garages 2,374.2 sf/2nd 1,372.4 sf/3rd 166.5 sf/covered porch	1504.7 sf/1st 0 sf/2nd 314.2 sf/garage 265.7 sf/accessory 1,236.0 sf/basement	
Square footage of buildings	7,712.3 sf	3,320.6 sf	
Building height	35 ft.	35 ft.	35 ft. max.**
Parking	7 covered/1 uncovered	2 uncovered	2 spaces for 2 or more bedrooms 1.5 spaces for up to 1 bedroom 1 space for each unit must be covered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			

Trees					
Heritage trees	2	Non-Heritage trees	4***	New Trees	17
Heritage trees proposed for removal	1	Non-Heritage trees proposed for removal	4***	Total Number of Trees	18

*In the R-3 (Apartment) district where the lot greater than 10,000 square feet and adjacent to the Downtown Specific Plan, FAR is calculated on a sliding scale based on the density.

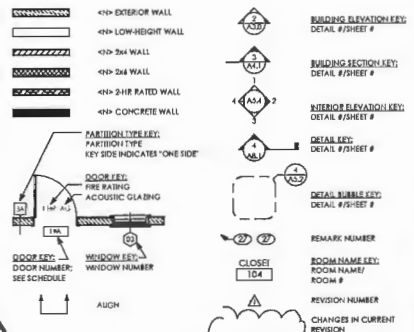
**For projects that provide a density of 20 du/acre or greater the maximum height is increased to 40 feet.

***One non-heritage tree is a street tree that is proposed to be removed and replaced.

761-767 UNIVERSITY

761-767 UNIVERSITY DRIVE MENLO PARK CA 94025

SYMBOL LEGEND



ABBREVIATIONS

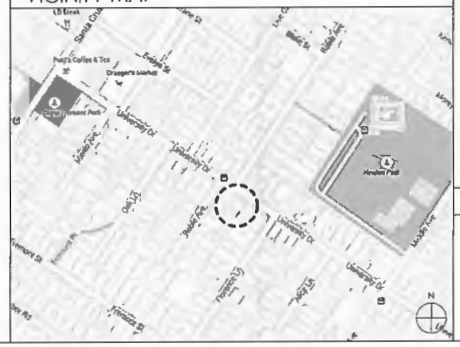
&	AND
@	AT
℄	CENTERLINE
ø	DIAMETER OR ROUND
℘	PROPERTY LINE
□	SQUARE FOOT
ADJ	ADJUSTABLE
AFF	ABOVE FINISH FLOOR
AFS	AUTOMATIC FIRE SPRINKLER
ALUM	ALUMINUM
APPR	APPROXIMATELY
ATTN	ATTENTION
BD	BOARD
BLDG	BUILDING
BO	BOTTOM OF
CLG	CEILING
CLR	CLEAR
CONC	CONCRETE
CONT	CONTINUOUS
DET	DETAIL
DIM	DIMENSION
DS	DOWNSPOUT
EA	EACH
ELEV	ELEVATION
EM	ELECTRIC METER
EQ	EQUAL
EXIST	EXISTING
EXT	EXTERIOR
EVSE	ELECTRIC VEHICLE SUPPLY EQUIPMENT
FD	FLOOR DRAIN
FE	FIRE EXTINGUISHER
FEC	FIRE EXTINGUISHER CABINET
FIN	FINISH
FLR	FLOOR
FNTN	FOUNTAIN
FOC	FACE OF CONCRETE
FOF	FACE OF FINISH
FOS	FACE OF STUD
FRP	FIBERGLASS REINFORCED PANEL
FS	FIRE SPRINKLER
GA	GAGE OR GAUGE
GALV	GALVANIZED
GL	GLASS
GM	GAS METER
GSM	GALVANIZED SHEET METAL
GWB	GYPSUM WALL BOARD
☺	HAPPY FACE
HB	HOSE BIB
HC	HANDICAPPED
INCL	INCLUDES OR INCLUDING
INSUL	INSULATION
INT	INTERIOR
JAN	JANITOR
LAM	LAMINATE
LAV	LAVATORY
M	MIRROR
MAT	MATERIAL
MFR	MANUFACTURER
MAX	MAXIMUM
MIN	MINIMUM
NIC	NOT IN CONTRACT
NOM	NOMINAL
NTS	NOT TO SCALE
OC	ON CENTER
OCC	OCCUPANT(S)
OH	OPPOSITE HAND
OSB	ORIENTED STRAND BOARD
P	PAINT
PLWD	PLYWOOD
PT	PAINT TYPE
PSL	PARALLEL STRAND LUMBER
RWL	RAIN WATER LEADER
RCP	REFLECTED CEILING PLAN
REQD	REQUIRED
RD	ROOF DRAIN
SC	SEALED CONCRETE
SF	SQUARE FOOT
SF	SQUARE FOOTAGE
SH	SHINGLE TYPE
SIM	SIMILAR
SS	STAINLESS STEEL
SSD	SEE STRUCTURAL DRAWINGS
STL	STEEL
STOR	STORAGE
T	TREAD OR TILE
T&G	TONGUE AND GROOVE
TBD	TO BE DETERMINED
TJI	TRUSS JOIST I-SECTION
TO	TOP OF
TOS	TOP OF SLAB
TYP	TYPICAL
UON	UNLESS OTHERWISE NOTED
UR	URINAL
VIF	VERIFY IN FIELD
W/	WITH
WC	WATER CLOSET
WH	WATER HEATER
WM	WATER METER
WO	WHERE OCCURS

PERSPECTIVE VIEW

PROJECT DESCRIPTION

DEMOLITION OF AN (E) ONE-STORY SINGLE FAMILY RESIDENCE. CONSTRUCTION OF A (N) THREE-STORY 3 UNIT MULTIFAMILY DWELLING AND A TWO STORY 1 UNIT DWELLING. PROJECT IS DESIGNED TO PROTECT THE (E) HERITAGE COAST LIVE OAK ON THE PROPERTY. DESIGNED PROJECT WILL INCLUDE NEW HARDSCAPING, LANDSCAPING AND DRIVEWAY CURB CUTS. A CONCURRENT PARCEL MAP APPLICATION TO CREATE A 4 UNIT CONDOMINIUM IS BEING SUBMITTED.

VICINITY MAP



PROJECT DIRECTORY

OWNER:
765 UNIVERSITY DRIVE LLC
1165 CRANE STREET
MENLO PARK, CA 94025
PHONE: 650.843.3266
CONTACT: BILLY MCNAIR
EMAIL: BILLY@MCNAIRGROUP.COM

ARCHITECT:
FERGUS GARBER YOUNG ARCHITECTS
81 ENCINA AVENUE
PALO ALTO, CA 94301
PHONE: 650.473.0400
CONTACT: HEATHER YOUNG
EMAIL: HEATHER@FGY-ARCH.COM

LANDSCAPE ARCHITECT:
MARA YOUNG
836 18TH AVENUE
MENLO PARK, CA 94025
PHONE: 650.327.2644
EMAIL: MARAYOUNG@GMAIL.COM

ARBORIST:
URBAN TREE MANAGEMENT
PO BOX 971
LOS GATOS, CA 95031
PHONE: 650.321.0202
EMAIL: MICHAEL@URBANTREEMANAGEMENT.COM

CIVIL ENGINEER:
MACLEOD AND ASSOCIATES
965 CENTER STREET
SAN CARLOS, CA 94070
PHONE: 650.593.8580
CONTACT: DAN MACLEOD
EMAIL: DMACLEOD@MACLEODASSOCIATES.NET

SOILS ENGINEER:
ROMIG ENGINEERS, INC
1390 EL CAMINO REAL, 2ND FLOOR
SAN CARLOS, CA 94070
PHONE: 650.591.5224
EMAIL: INFO@ROMIGENGINEERS.COM

FIRE DEPARTMENT REQUIREMENTS

FIRE SPRINKLER DESIGN.

1) FRONT STRUCTURE - RESIDENTIAL FIRE SPRINKLER SYSTEM REQUIRED IN ACCORDANCE WITH NFPA 13 AND STATE AND LOCAL REQUIREMENTS
2) REAR STRUCTURE - FIRE SPRINKLER SYSTEM REQUIRED IN ACCORDANCE WITH NFPA 13D AND STATE AND LOCAL REQUIREMENTS
3) FRONT STRUCTURE ELEVATOR TO BE GURNEY SIZED

PROJECT DATA

SITE DATA		
APN	071-301-280	
ZONING	R-3	
OCCUPANCY	R-2	
CONSTRUCTION TYPE	V-B	
STORIES	THREE	
FLOOD ZONE	X	
FRONT SETBACK	20'-0"	
BUILDING HEIGHT	35'-0"	
LOT AREA/SF	10,362 SF	
LOT AREA/ACRES	0.238	
BUILDING COVERAGE:		
EXISTING BUILDING COVERAGE	2,346.5	SF
MAX ALLOWABLE BUILDING COVERAGE	4,144.8	SF
PROPOSED BUILDING COVERAGE	4,144.7	SF
FAR (FLOOR AREA RATIO):		
EXISTING FAR	2,079.0	SF
MAX ALLOWABLE FAR	4,537.9	SF
PROPOSED FAR	4,535.7	SF
PROPOSED FLOOR AREA:		
GROUND FLOOR =	788.9	SF
SECOND FLOOR =	2,374.2	SF
THIRD FLOOR =	1,372.6	SF
TOTAL =	4,535.7	SF
LANDSCAPING:		
EXISTING LANDSCAPING	5,007.5	SF
MIN REQUIRED LANDSCAPING	2,590.5	SF
PROPOSED LANDSCAPING	4,169.4	SF
PAVING:		
EXISTING PAVING	3,008.0	SF
MAX ALLOWABLE PAVING	3,624.7	SF
PROPOSED PAVING	2,047.9	SF

MAXIMUM FLOOR AREA RATIO (FAR) BASE.
FOR R-3 LOTS GREATER THE 10,000 SF IN SIZE, AS PER TABLE 1, FLOOR AREA RATIO SHALL DECREASE ON AN EVEN GRADIENT FROM 79% FOR 30 DU/AC TO 53% FOR 13.1 DU/AC

10,362 SF SITE = .2378 AC
PROJECT PROVIDES 4 DU = 16.82 DU/AC
16.82 DU/AC = 43.794% ALLOWABLE MAX FAR
MAX FAR = 43.794% x 10,362 SF = 4,887.9 SF

APPLICABLE CODES AND REGULATIONS:

BUILDING CODE	2013 CBC (2013 CALIFORNIA BUILDING CODE, TITLE 24, PART 2)
ELECTRICAL CODE	2013 CEC (2013 CALIFORNIA ELECTRICAL CODE, TITLE 24, PART 3)
MECHANICAL CODE	2013 CMC (2013 CALIFORNIA MECHANICAL CODE, TITLE 24, PART 4)
PLUMBING CODE	2013 CPC (2013 CALIFORNIA PLUMBING CODE, TITLE 24, PART 5)
ENERGY CODE	2013 CEC (2013 CALIFORNIA ENERGY CODE, TITLE 24, PART 6)
FIRE CODE	2013 CFC (2013 CALIFORNIA FIRE CODE, TITLE 24, PART 9, APPENDICES B & C)
GREEN BUILDING	2013 CALGREEN (2013 CALIFORNIA GREEN BUILDING STANDARDS CODE, TITLE 24, PART 11)

SHEET INDEX

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PALO ALTO, CA 94301
t: 650.473.0400
www.fgy-arch.com

761-767
UNIVERSITY
DRIVE

761-767
UNIVERSITY
DRIVE MENLO
PARK CA 94025

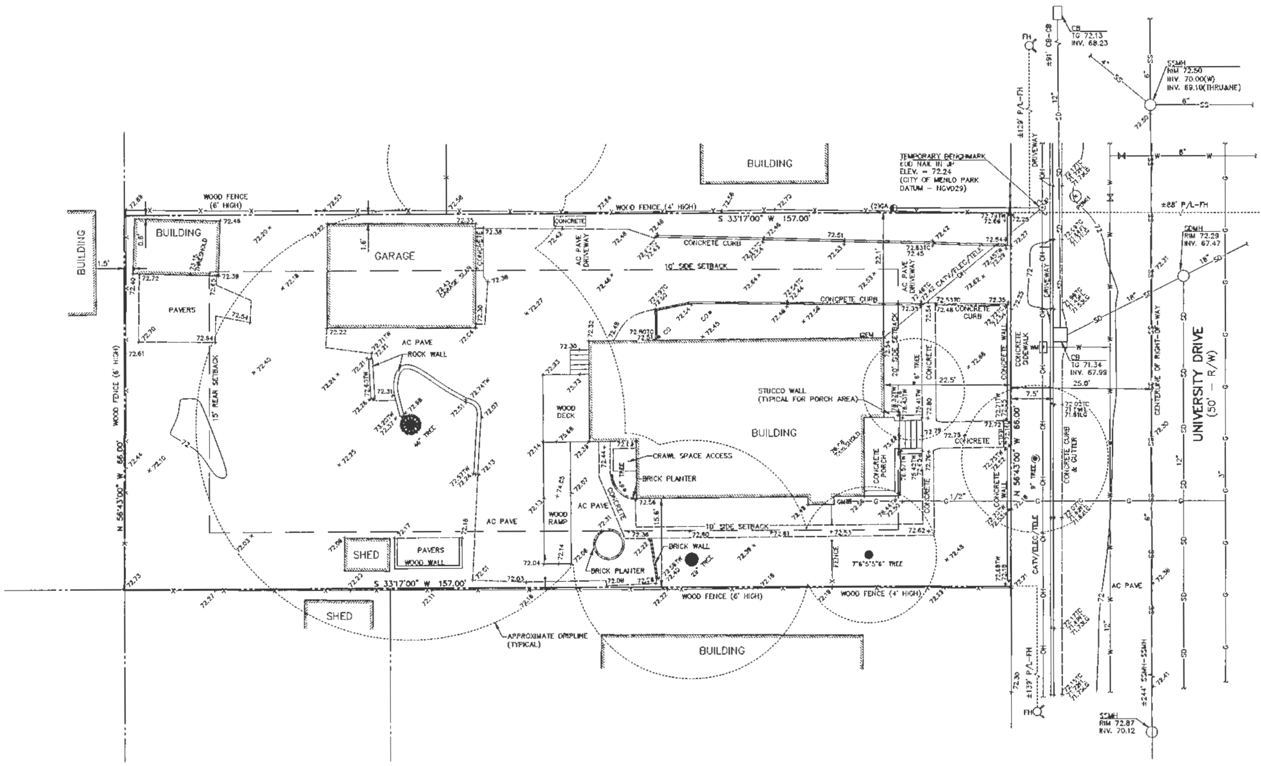
ISSUANCES

REV	DATE	DESCRIPTION
	2 SEPT 2015	USE PERMIT SET
	3 NOV 2015	RESUBMITTAL
	23 NOV 2015	RESUBMITTAL

TITLE SHEET

A0.0

20



VICINITY MAP

(NOT TO SCALE)

LEGEND

	PROPERTY LINE
AC PAVE	ASPHALT CONCRETE PAVEMENT
CATV	CABLE TELEVISION
CB	CATCH BASIN
CO	CLEANOUT
ELEC	ELECTRIC
EM	ELECTRIC METER
FH	FIRE HYDRANT
FL	FLOWLINE
GA	GUY ANCHOR
GM	GAS METER
INV.	INVERT
JP	JOINT UTILITY POLE
LG	LIP OF GUTTER
P/L	PROPERTY LINE
PBMH	PACIFIC BELL MANHOLE
SDMH	STORM DRAIN MANHOLE
SSMH	SANITARY SEWER MANHOLE
TC	TOP OF CURB
TELE	TELEPHONE
TG	TOP OF GRATE
TW	TOP OF WALL
WM	WATER METER
	WATER VALVE
12" TREE	TREE W/ SIZE
—X—	FENCE
—G—	GAS LINE
—OH—	OVERHEAD LINE
—SS—	SANITARY SEWER LINE
—SD—	STORM DRAIN LINE
—W—	WATER LINE

LOT AREA:

= 10,362 SQ. FT. ±
= 0.238 ACRES ±

UTILITY NOTE:

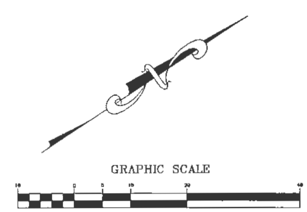
THE UTILITIES EXISTING ON THE SURFACE AND SHOWN ON THIS DRAWING HAVE BEEN LOCATED BY FIELD SURVEY. ALL UNDERGROUND UTILITIES SHOWN ON THIS DRAWING ARE FROM RECORDS OF THE VARIOUS UTILITY COMPANIES AND THE SURVEYOR/ENGINEER DOES NOT ASSUME RESPONSIBILITY FOR THEIR COMPLETENESS, INDICATED LOCATION, OR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

BOUNDARY NOTE:

THE LOT BOUNDARY WAS ESTABLISHED USING FIELD-BASED BOUNDARY SURVEY.

FLOOD ZONE NOTE:

SUBJECT PROPERTY IS LOCATED ENTIRELY IN FLOOD ZONE "X"



GRAPHIC SCALE

(IN FEET)
1 inch = 10 ft.

C0.1

REV.	DESCRIPTION	BY:	DATE:
1	ADD BOUNDARY NOTE		
2	REMOVE TREES	VPG	9/2/15

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

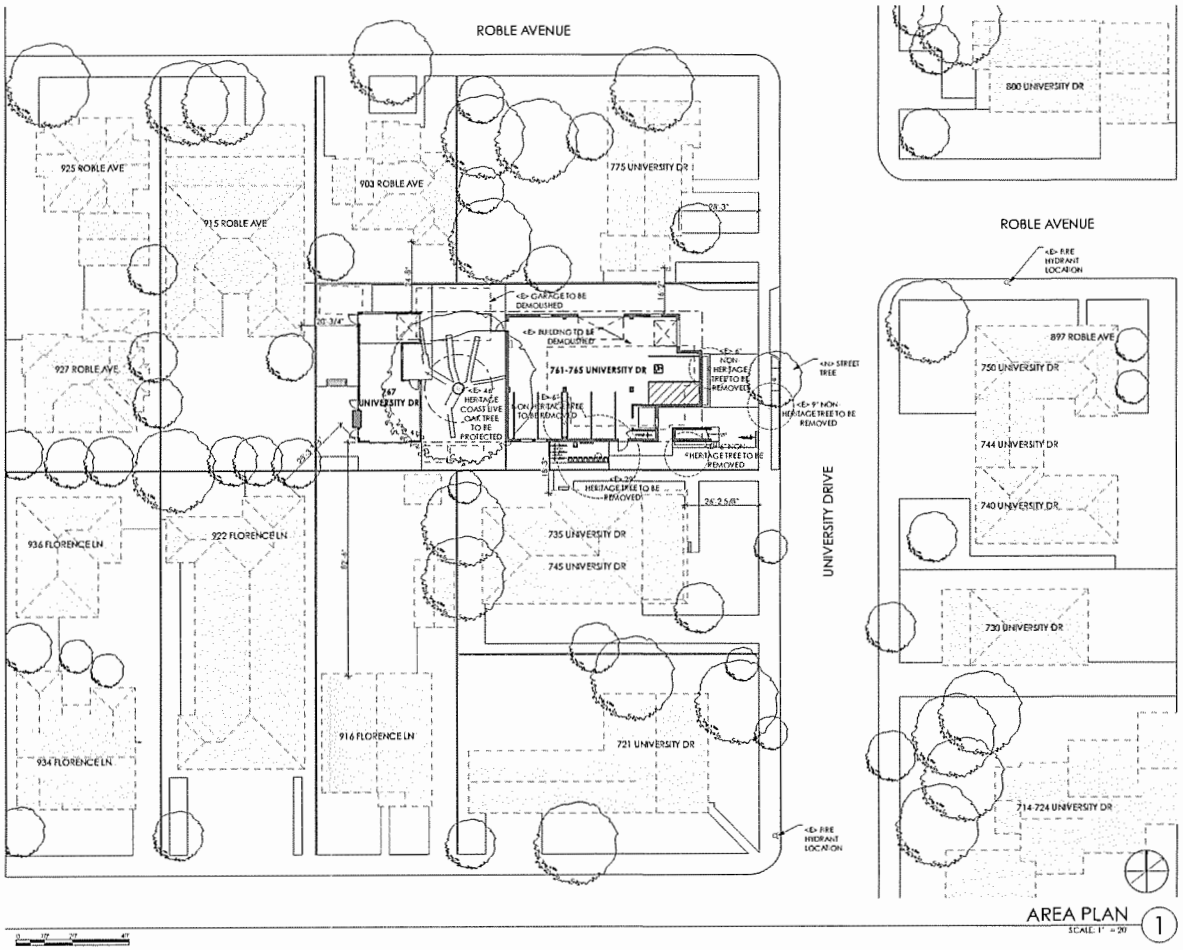
PREPARED FOR:
765 UNIVERSITY DRIVE LLC

BOUNDARY & TOPOGRAPHIC SURVEY PLAN
765 UNIVERSITY DRIVE
A.P.N. 071-301-280
DOC. NO. 2014-047580
MENLO PARK SAN MATEO COUNTY CALIFORNIA

DRAWN BY: DJK
DESIGNED BY: ---
CHECKED BY: DGM
SCALE: 1"=10'
DATE: 12-03-14
DRAWING NO. 4112-TOPO
SHEET 1 OF 1

PROPOSED STREETSCAPE 2

SCALE: 1/16" = 1'-0"



AREA PLAN 1

SCALE: 1" = 20'

NOTES

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761-767 UNIVERSITY DRIVE

761-767 UNIVERSITY DRIVE MENLO PARK CA 94025

ISSUANCES

REV	DATE	DESCRIPTION
	2 SEPT 2015	USE PERMIT SET
	3 NOV 2015	RESUBMITTAL
	23 NOV 2015	RESUBMITTAL

AREA PLAN

A0.1

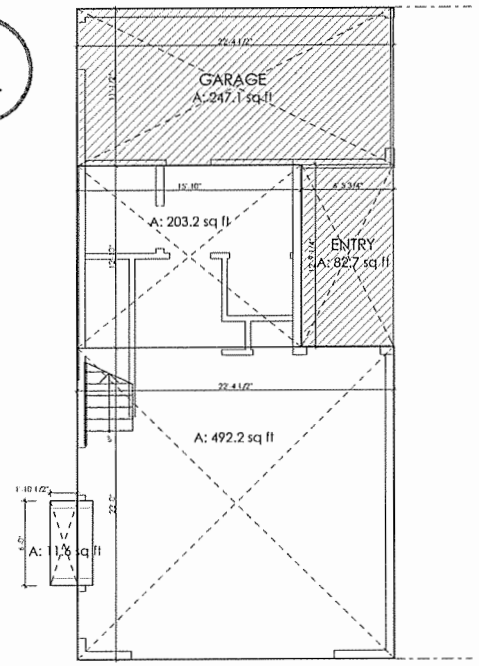
AREA CALCS - FAR			
FIRST FLOOR			
	761 765	ELEVATOR	81.9
	767	FIRST FLOOR	707.0
			788.9 sq ft
SECOND FLOOR			
	761 765	ELEVATOR	85.4
	761 765	SECOND FLOOR	1,743.4
	767	SECOND FLOOR	545.4
			2,374.2 sq ft
THIRD FLOOR			
	761 765	ELEVATOR	78.9
	761 765	THIRD FLOOR	1,293.7
			1,372.6 sq ft
			4,535.7 sq ft

AREA CALCS - NON FAR			
FIRST FLOOR			
	761 765	BIKE PARKING	37.1
	761 765	GARAGE	2,726.1
	767	ENTRY	82.7
	767	GARAGE	247.1
			3,093.0 sq ft
SECOND FLOOR			
	761 765	ENTRY	209.3
	761 765	TERRACE	912.6
	767	TERRACE	56.0
			1,177.9 sq ft
THIRD FLOOR			
	761 765	ENTRY	83.3
	761 765	TERRACE	626.2
			709.5 sq ft

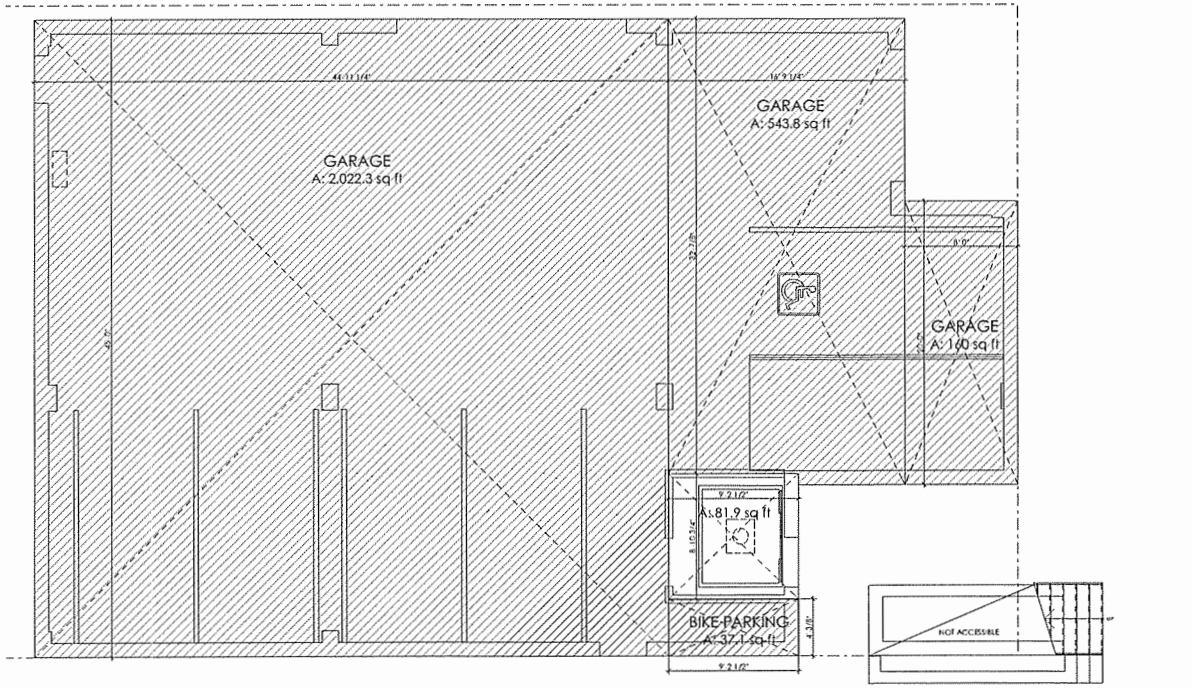
LEGEND

NON FAR AREA

FAR AREA



767 FIRST FLOOR (2)
SCALE: 1/4" = 1'-0"



761-765 FIRST FLOOR (1)
SCALE: 1/4" = 1'-0"

FGY

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PALO ALTO, CA 94301
t. 650.473.0400
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761-767 UNIVERSITY DRIVE

761-767 UNIVERSITY DRIVE MENLO PARK CA 94025

ISSUANCES

REV	DATE	DESCRIPTION
	2 SEPT 2015	USE PERMIT SET
	3 NOV 2015	RESUBMITTAL
	23 NOV 2015	RESUBMITTAL

AREA CALCS

A0.2

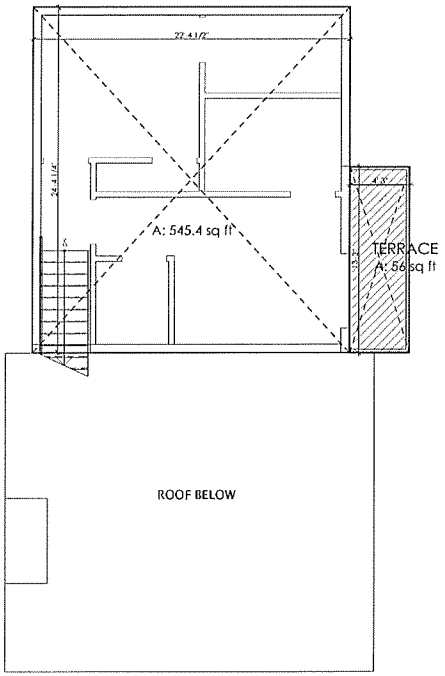
AREA CALCS - FAR			
FIRST FLOOR			
	761-765	ELEVATOR	81.9
	767	FIRST FLOOR	707.0
			788.9 sq ft
SECOND FLOOR			
	761-765	ELEVATOR	85.4
	761-765	SECOND FLOOR	1,743.4
	767	SECOND FLOOR	545.4
			2,374.2 sq ft
THIRD FLOOR			
	761-765	ELEVATOR	78.9
	761-765	THIRD FLOOR	1,293.7
			1,372.6 sq ft
			4,535.7 sq ft

AREA CALCS - NON FAR			
FIRST FLOOR			
	761-765	BIKE PARKING	37.1
	761-765	GARAGE	2,726.1
	767	ENTRY	82.7
	767	GARAGE	247.1
			3,093.0 sq ft
SECOND FLOOR			
	761-765	ENTRY	209.3
	761-765	TERRACE	912.6
	767	TERRACE	56.0
			1,177.9 sq ft
THIRD FLOOR			
	761-765	ENTRY	83.3
	761-765	TERRACE	626.2
			709.5 sq ft

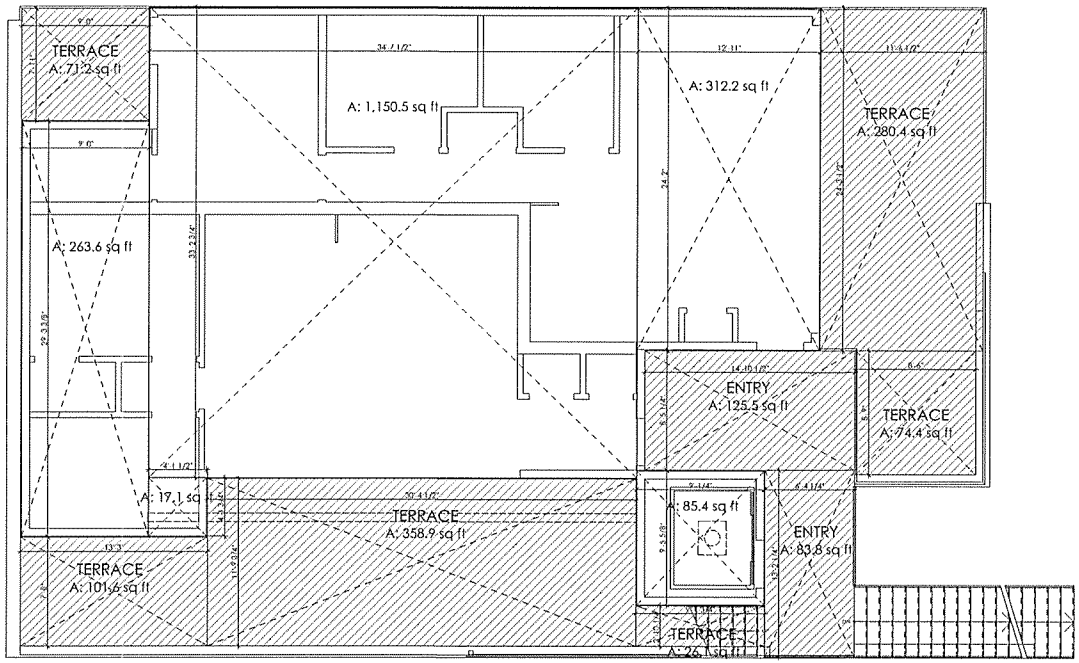
LEGEND

NON FAR AREA

FAR AREA



767 SECOND FLOOR (2)
SCALE: 1/4" = 1'-0"



761-765 SECOND FLOOR (1)
SCALE: 1/4" = 1'-0"

FGY

FERGUS GARBER YOUNG ARCHITECTS
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DRIVE MENLO
PARK CA 94025

ISSUANCES

REV	DATE	DESCRIPTION
	2 SEPT 2015	USE PERMIT SET
	3 NOV 2015	RESUBMITTAL
	23 NOV 2015	RESUBMITTAL

AREA CALCS

A0.3

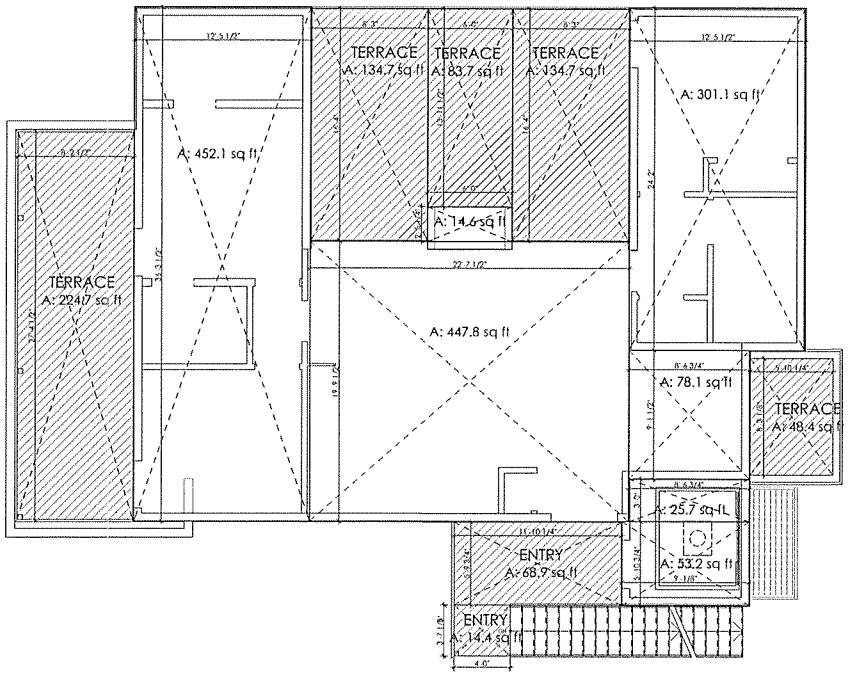
AREA CALCS - FAR			
FIRST FLOOR			
	761-765	ELEVATOR	81.9
	767	FIRST FLOOR	707.0
			788.9 sq ft
SECOND FLOOR			
	761-765	ELEVATOR	85.4
	761-765	SECOND FLOOR	1,743.4
	767	SECOND FLOOR	545.4
			2,374.2 sq ft
THIRD FLOOR			
	761-765	ELEVATOR	78.9
	761-765	THIRD FLOOR	1,293.7
			1,372.6 sq ft
			4,535.7 sq ft

AREA CALCS - NON FAR			
FIRST FLOOR			
	761-765	BIKE PARKING	37.1
	761-765	GARAGE	2,726.1
	767	ENTRY	82.7
	767	GARAGE	247.1
			3,093.0 sq ft
SECOND FLOOR			
	761-765	ENTRY	209.3
	761-765	TERRACE	912.6
	767	TERRACE	56.0
			1,177.9 sq ft
THIRD FLOOR			
	761-765	ENTRY	83.3
	761-765	TERRACE	626.2
			709.5 sq ft

LEGEND

NON FAR AREA

FAR AREA



761-765 THIRD FLOOR (1)
SCALE: 1/4" = 1'-0"

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AREA CALCS

A0.4

SITE ANALYSIS

ZONING : R-3

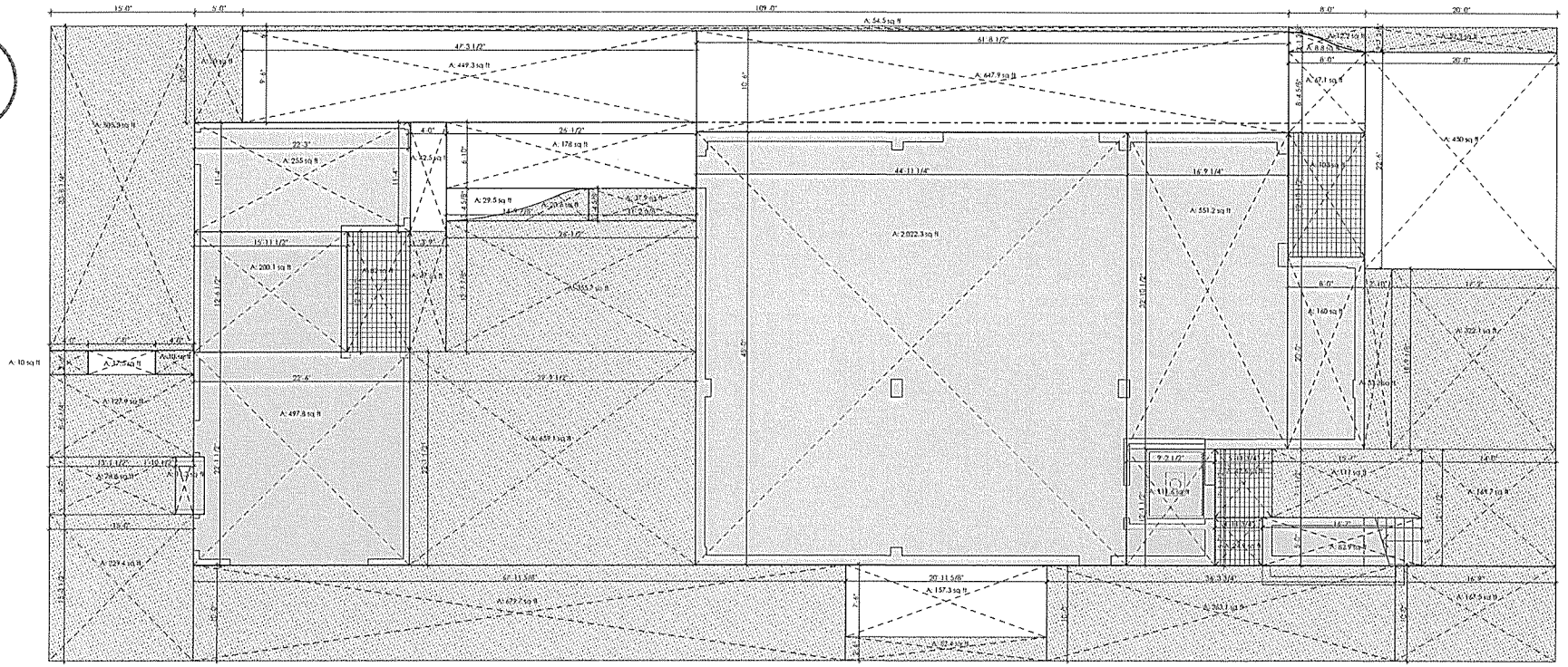
LOT AREA:	**10,362 SF**
ALLOWABLE BUILDING COVERAGE:	
10,362 X 40% =	4,144.8 SF
BUILDING COVERAGE:	**PROPOSED**
GROUND FLOOR	3,892.2
COVERED FLOOR OVERHANGS	252.5
TOTAL	**4,144.7 SF**
ALLOWABLE FLOOR AREA LIMIT:	
10,362 X 43.79% =	4,537.5 SF
FLOOR AREA:	**PROPOSED**
FIRST FLOOR	765.9
SECOND FLOOR	2,374.2
THIRD FLOOR	1,372.4
TOTAL	**4,535.7**
BUILDING COVERAGE:	40.0%
LANDSCAPE:	40.2%
NON-LANDSCAPE:	19.8%
PARKING SPACES:	7 (6 COVERED)

ALL GRADES TO REMAIN NATURAL AT SIDE AND REAR PROPERTY LINES

LEGEND

- BUILDING COVERAGE
- NON-LANDSCAPE
- BUILDING OVERHANG
- LANDSCAPE

AREA CALCS - SITE	
BUILDING COVERAGE	3,892.2
LANDSCAPE	4,169.4
NON-LANDSCAPE	2,047.9
OVERHANG	252.5
	10,362.0 sq ft



SITE AREA CALCS (1)
SCALE: 3/16" = 1'-0"

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SITE AREA CALCS

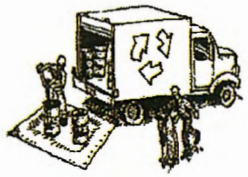
A0.5

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

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

- ☐ Berm 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, store 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, gyp board, pipe, etc.)
- ☐ Dispose of liquid residues from paints, 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 refueling or vehicle maintenance must be done onsite, work in a bermed area away from storm drains and over a drip pan or drop cloths 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 matrix) until vegetation is established.
- ☐ Remove existing vegetation only when absolutely necessary, and seed or plant vegetation for erosion control on slopes or where construction 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.

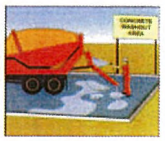
Paving/Asphalt Work

- ☐ 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.

Sawcutting & Asphalt/Concrete Removal

- ☐ Protect nearby storm drain inlets when saw cutting. Use filter fabric, catch basin inlet filters, or gravel bags to keep slurry out of the storm drain system.
- ☐ Shovel, absorb, or vacuum saw-cut 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

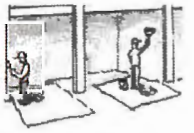


- ☐ Store concrete, grout, and mortar away from storm drains or waterways, and on pallets under cover to protect them from rain, runoff, and wind.
- ☐ Wash out concrete equipment/trucks offsite or in a designated washout area, where the water will flow into a temporary waste pit, and in a manner that 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.

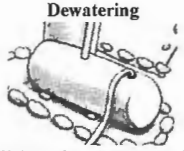
Painting & Paint Removal



Painting Cleanup and Removal

- ☐ Never clean brushes or rinse paint containers into a street, gutter, storm drain, or stream.
- ☐ For water-based paints, paint out brushes to the extent possible, and rinse into a drain 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 residue and chips and dust from marine 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!

D8

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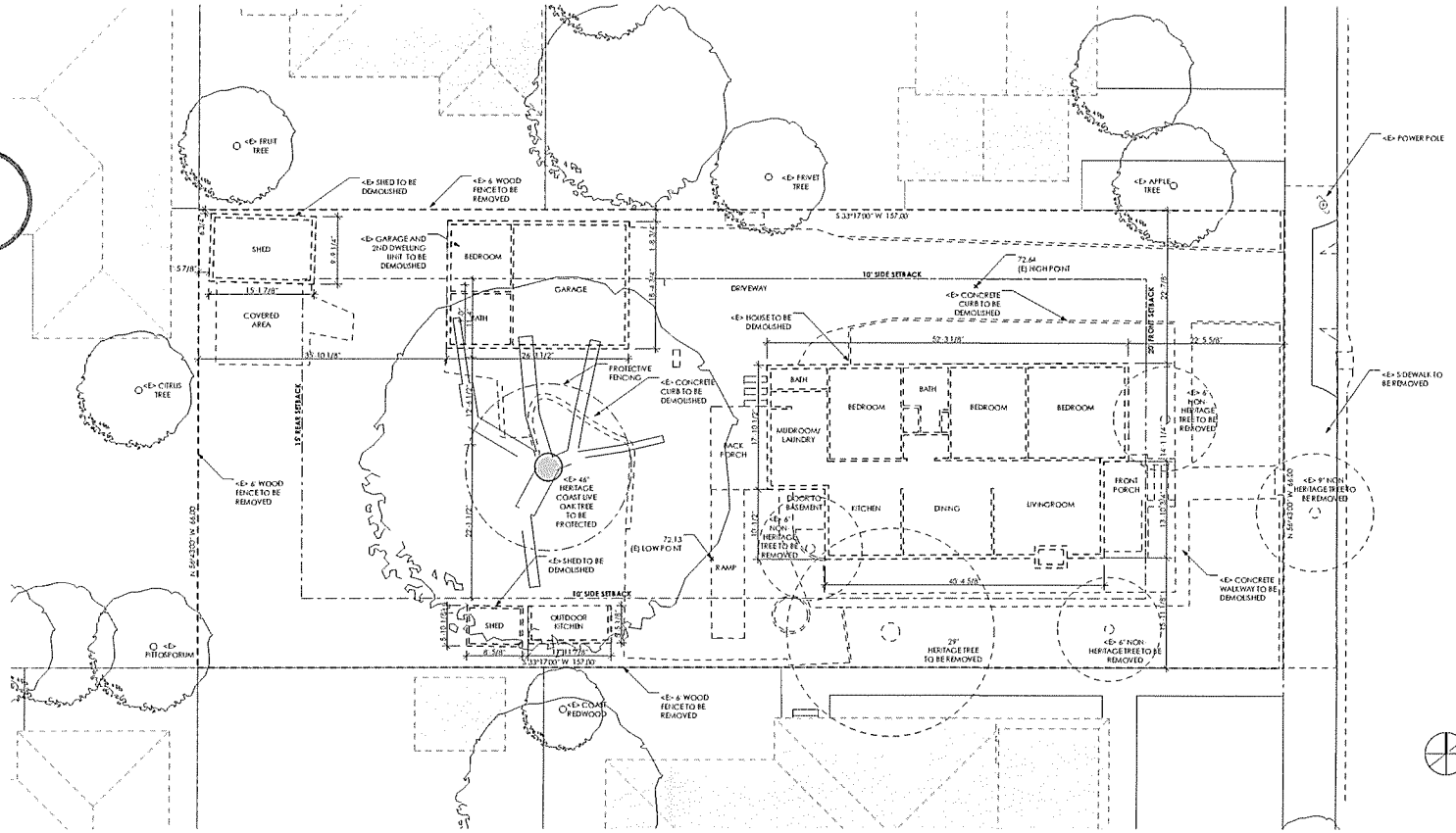
POLLUTION PREVENTION PLAN

A0.6



DEMO SITE PLAN
SCALE: 1/8" = 1'-0" (1)

NOTES

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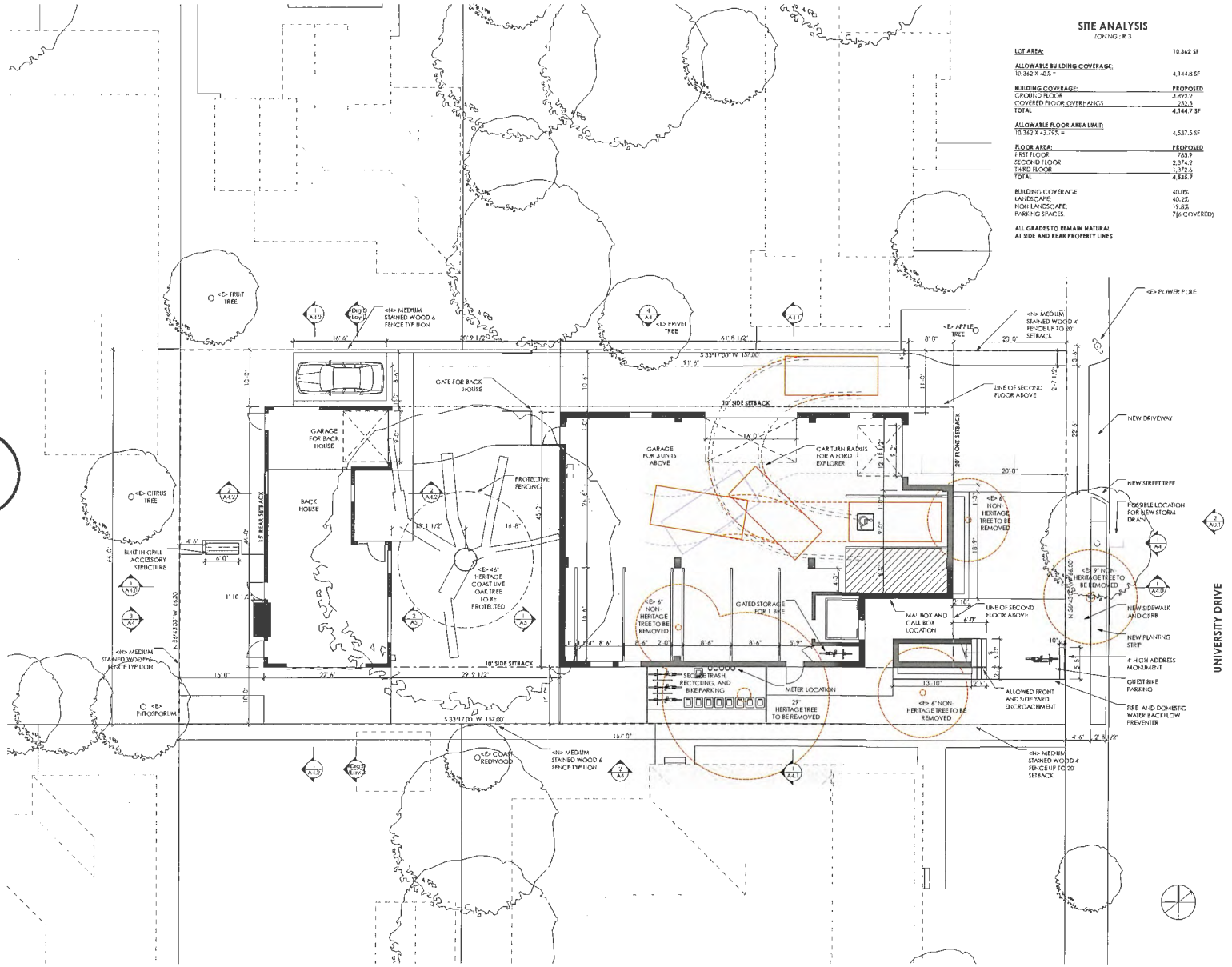
DEMO SITE PLAN

A1.0



PROPOSED SITE PLAN

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

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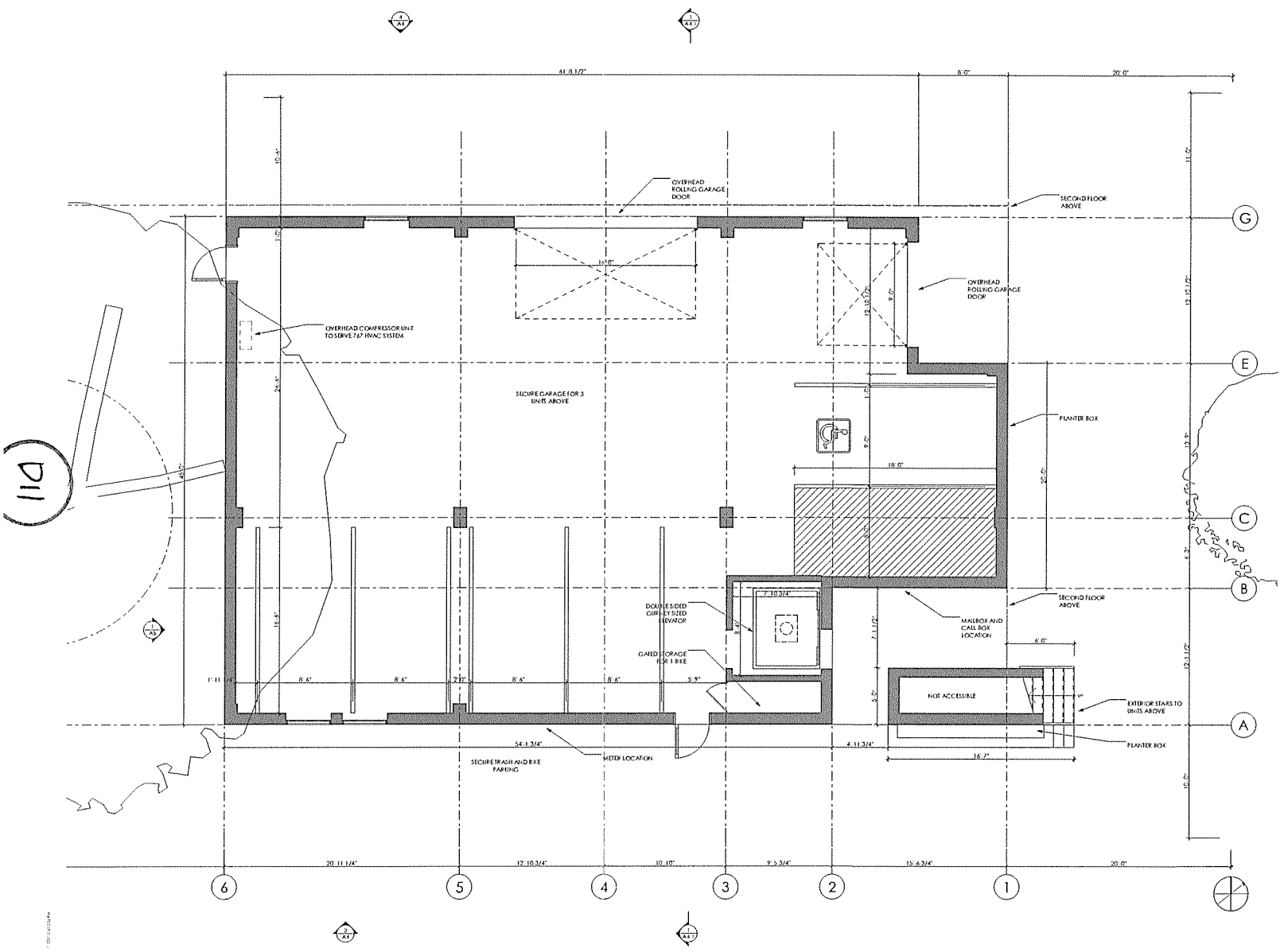
PROPOSED SITE PLAN

A1.1



761-765 GROUND FLOOR (1)
SCALE: 1/4" = 1'-0"

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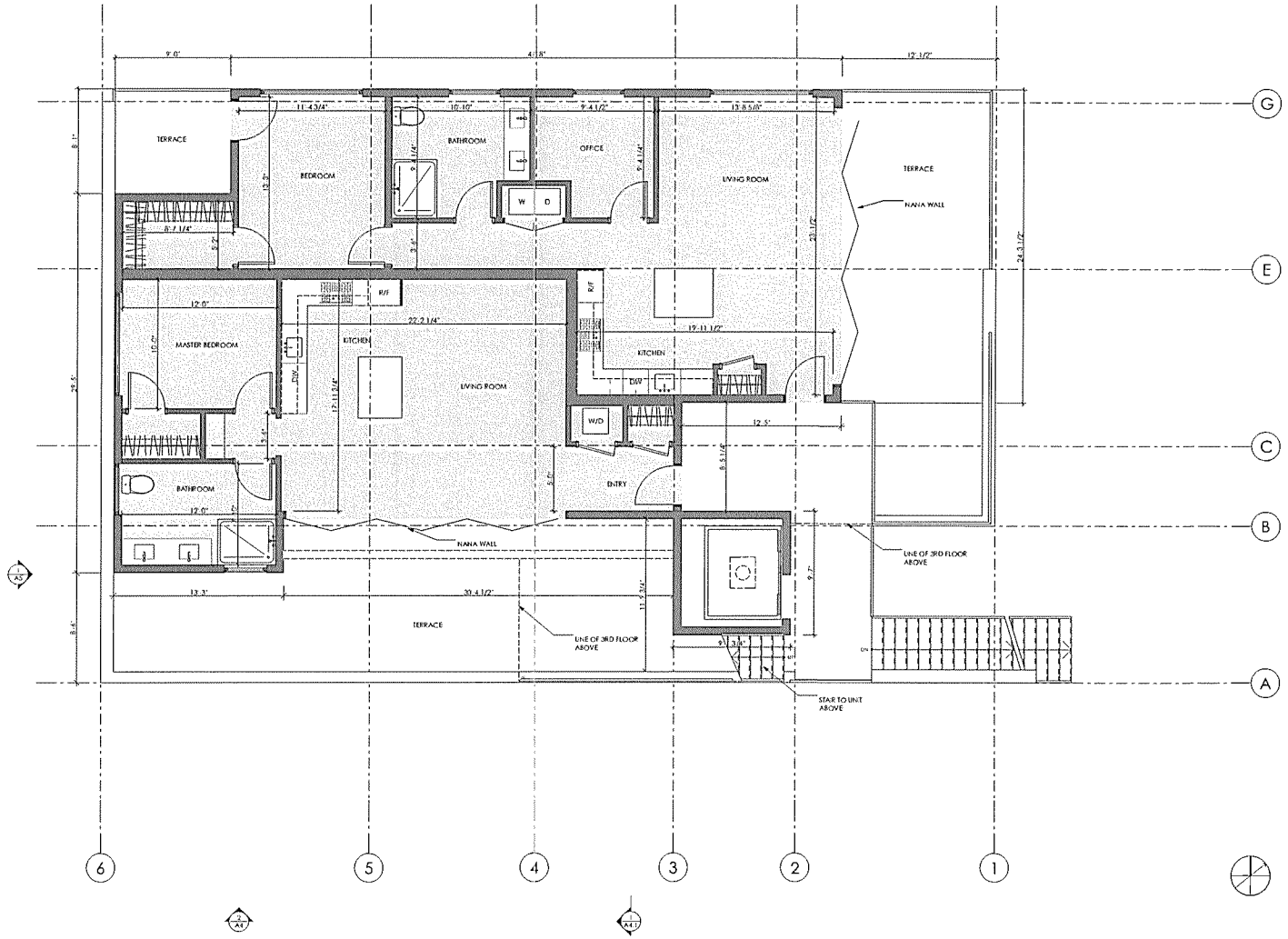
761-765 FLOOR PLANS

A2.1



761-765 SECOND FLOOR (1)
SCALE: 1/4" = 1'-0"

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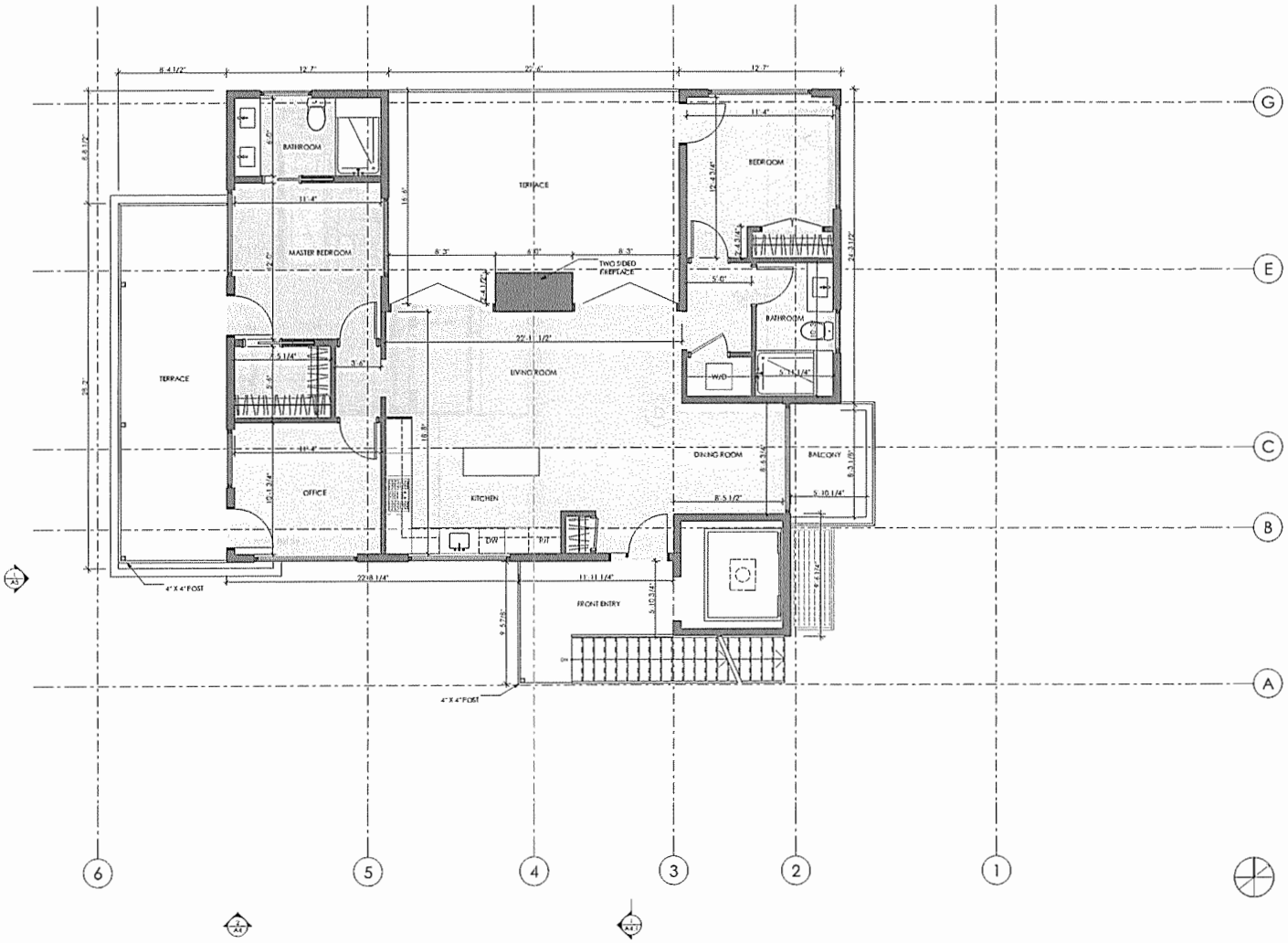
761-765 FLOOR PLANS

A2.2



761-765 THIRD FLOOR (1)
SCALE: 1/4" = 1'-0"

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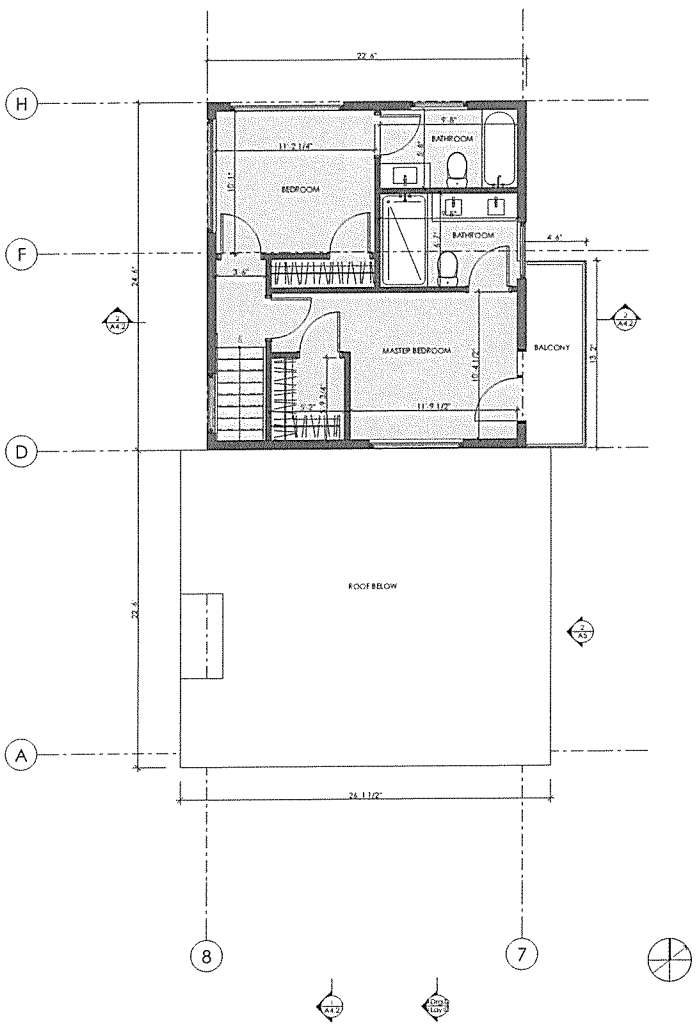
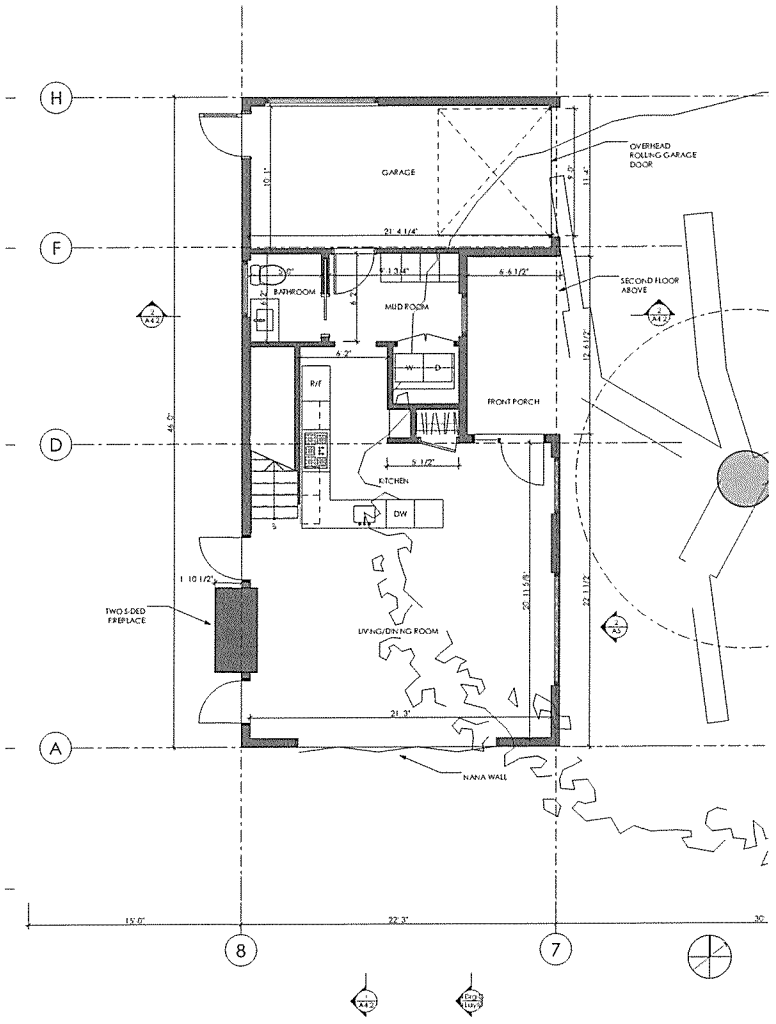
761-765 FLOOR PLANS

A2.3



767 SECOND FLOOR (2)
SCALE 1/4" = 1'-0"



767 GROUND FLOOR (1)
SCALE 1/4" = 1'-0"

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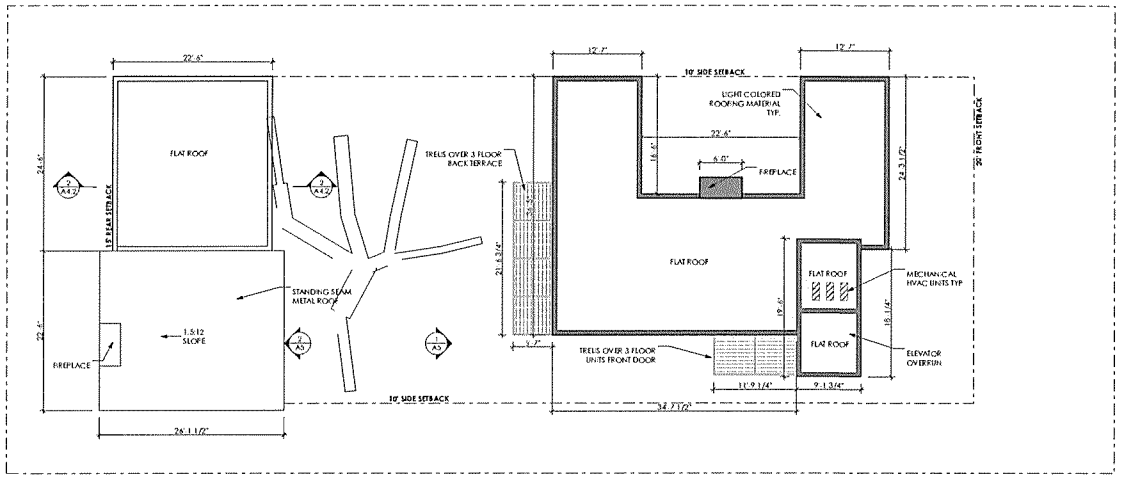
767 FLOOR PLANS

A2.4

D15



ROOF PLAN
SCALE: 1/8" = 1'-0" (1)

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ROOF PLANS

A2.5

EAST/LEFT SIDE ELEVATION (4)

WEST/RIGHT SIDE ELEVATION (2)

SOUTH/BACK ELEVATION (3)

NORTH/ FRONT ELEVATION (1)

D16

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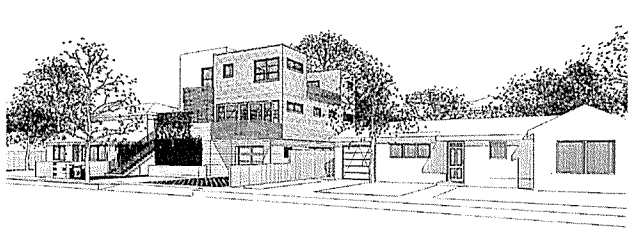
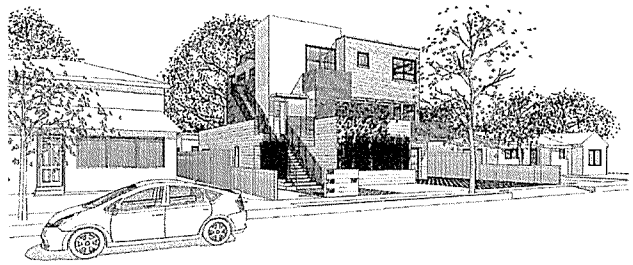
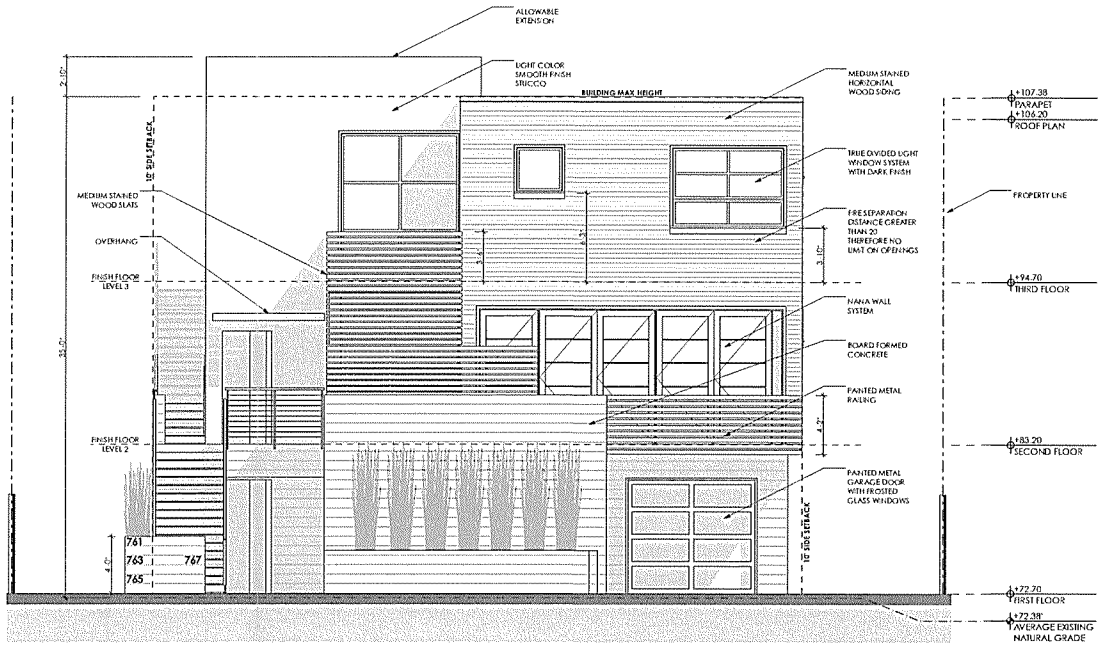
EXISTING
ELEVATIONS

A3.0







NORTH/FRONT ELEVATION (1)

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

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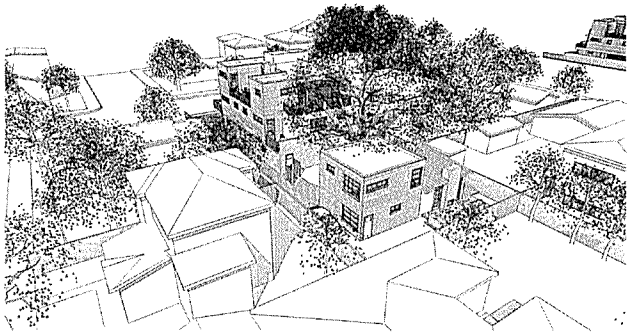
761-765 ELEVATIONS

A3.1



WEST/RIGHT SIDE ELEVATION (1)

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

818

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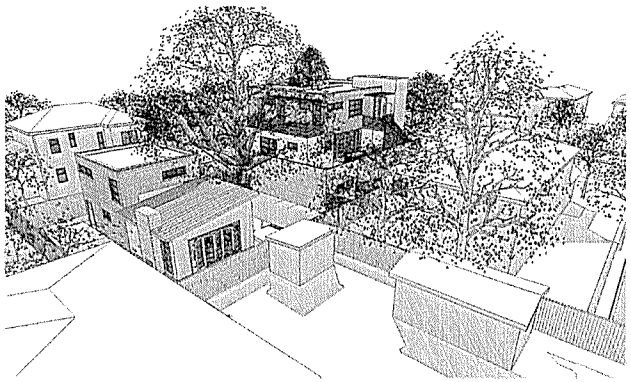
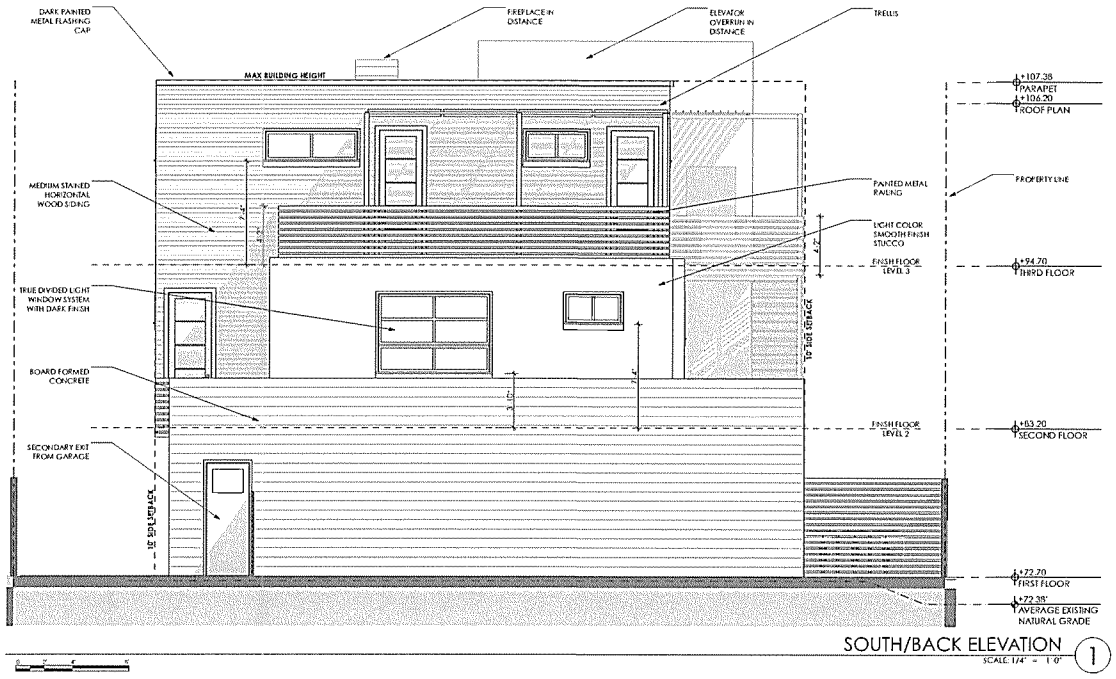
761-765 ELEVATIONS

A3.2





SOUTH/BACK ELEVATION (1)

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

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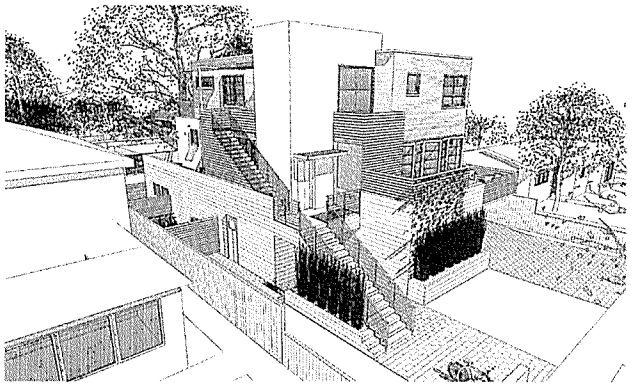
761-767 UNIVERSITY DRIVE MENLO PARK CA 94025

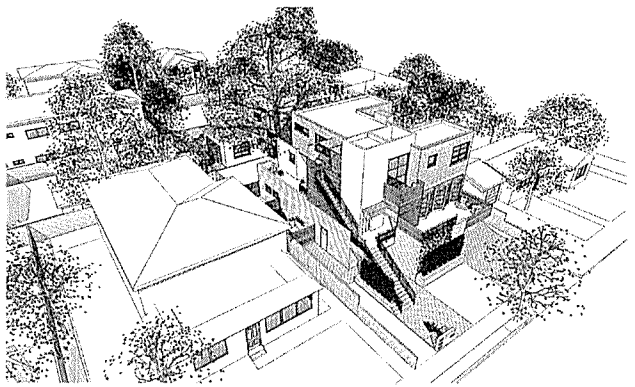
ISSUANCES

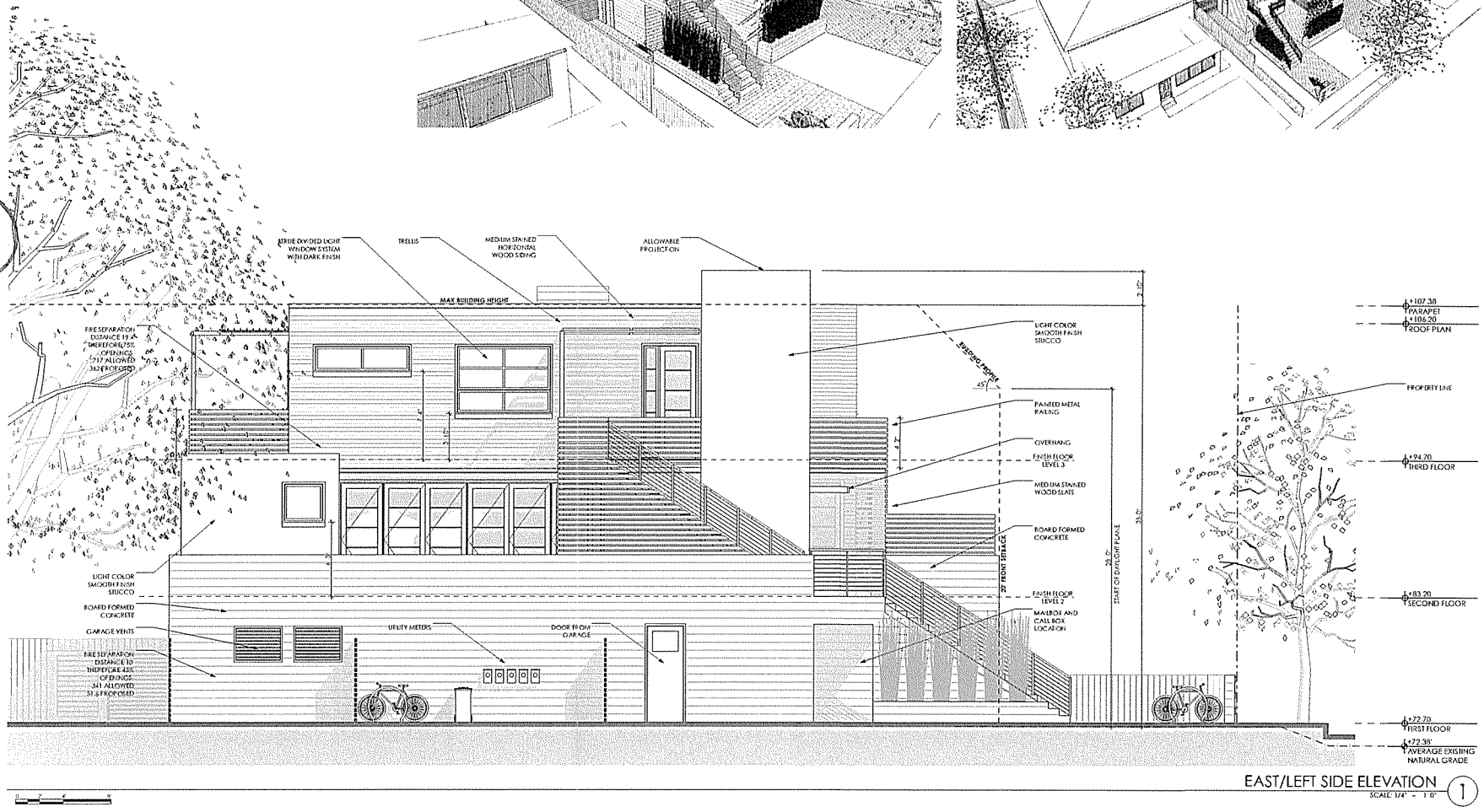
REV	DATE	DESCRIPTION
	2 SEPT 2015	USE PERMIT SET
	3 NOV 2015	RESUBMITTAL
	23 NOV 2015	RESUBMITTAL

761-765 ELEVATIONS

A3.3







EAST/LEFT SIDE ELEVATION (1)

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

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761-767 UNIVERSITY DRIVE

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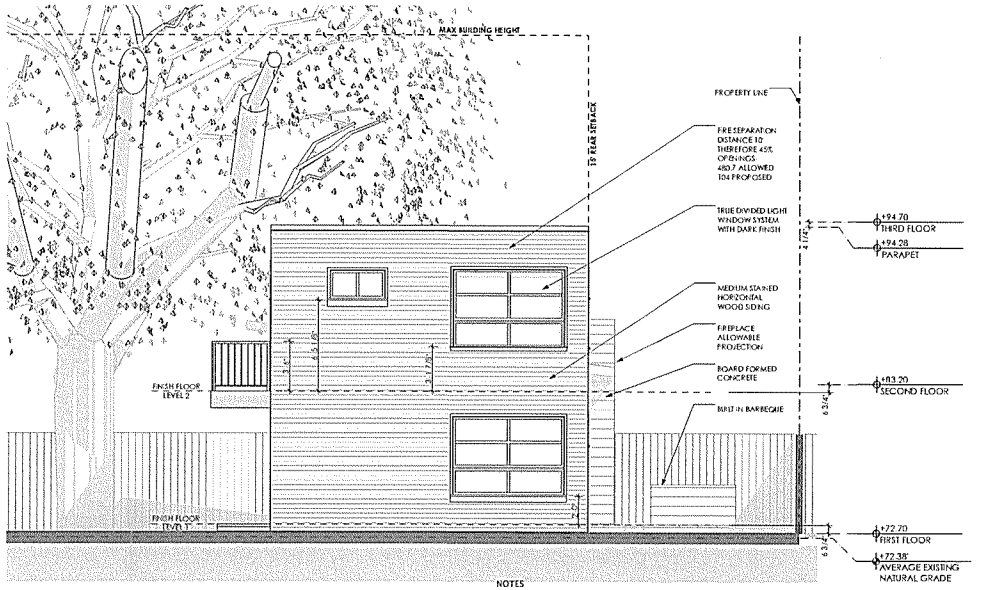
ISSUANCES

REV	DATE	DESCRIPTION
	2 SEPT 2015	USE PERMIT SET
	3 NOV 2015	RESUBMITTAL
	23 NOV 2015	RESUBMITTAL

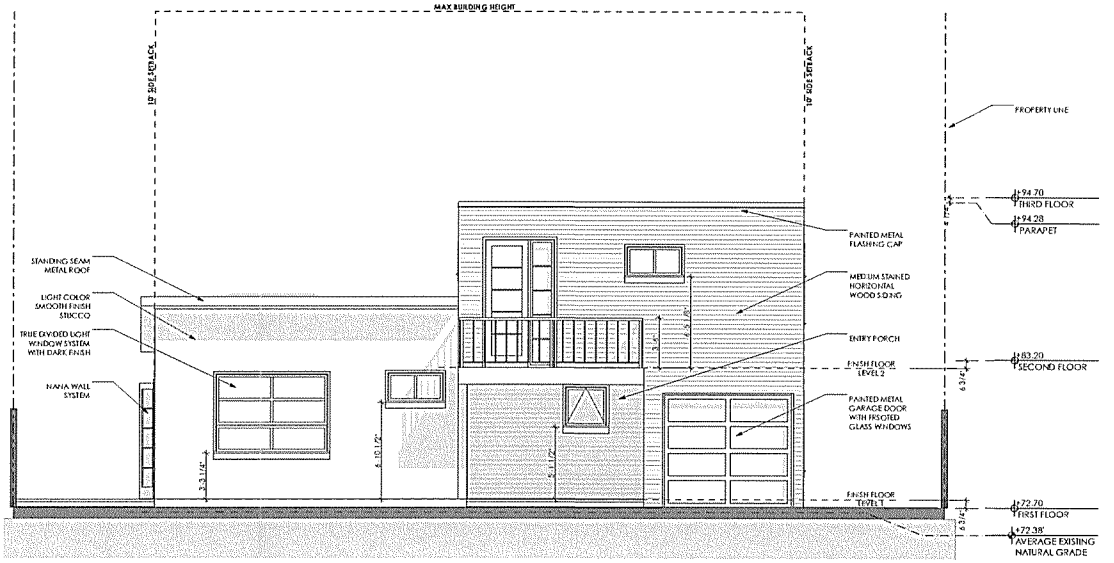
761-765 ELEVATIONS

A3.4



767 WEST/RIGHT SIDE ELEVATION (2)

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



767 NORTH/FRONT ELEVATION (1)

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

NOTES

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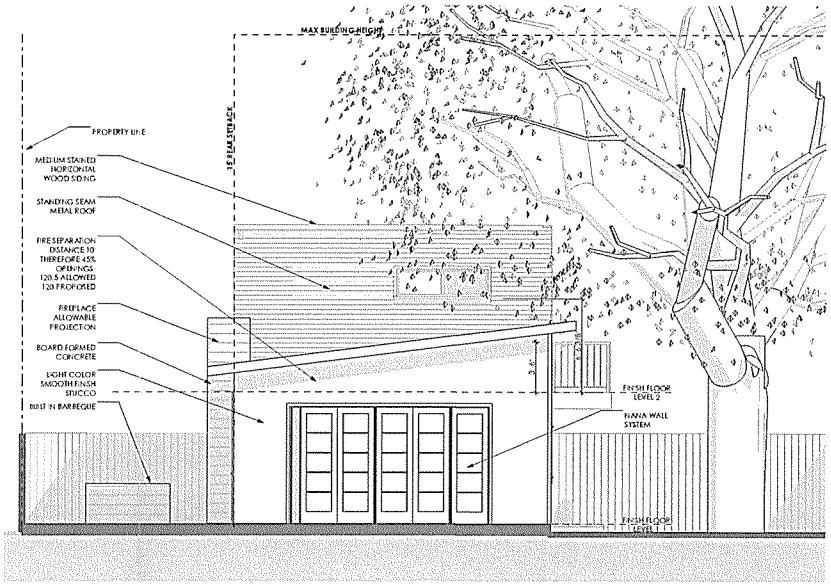
ISSUANCES

REV	DATE	DESCRIPTION
	2 SEPT 2015	USE PERMIT SET
	3 NOV 2015	RESUBMITTAL
	23 NOV 2015	RESUBMITTAL

767 ELEVATIONS

A3.5



767 EAST/LEFT SIDE ELEVATION (2)

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

767 SOUTH/BACK ELEVATION (1)

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

NOTES

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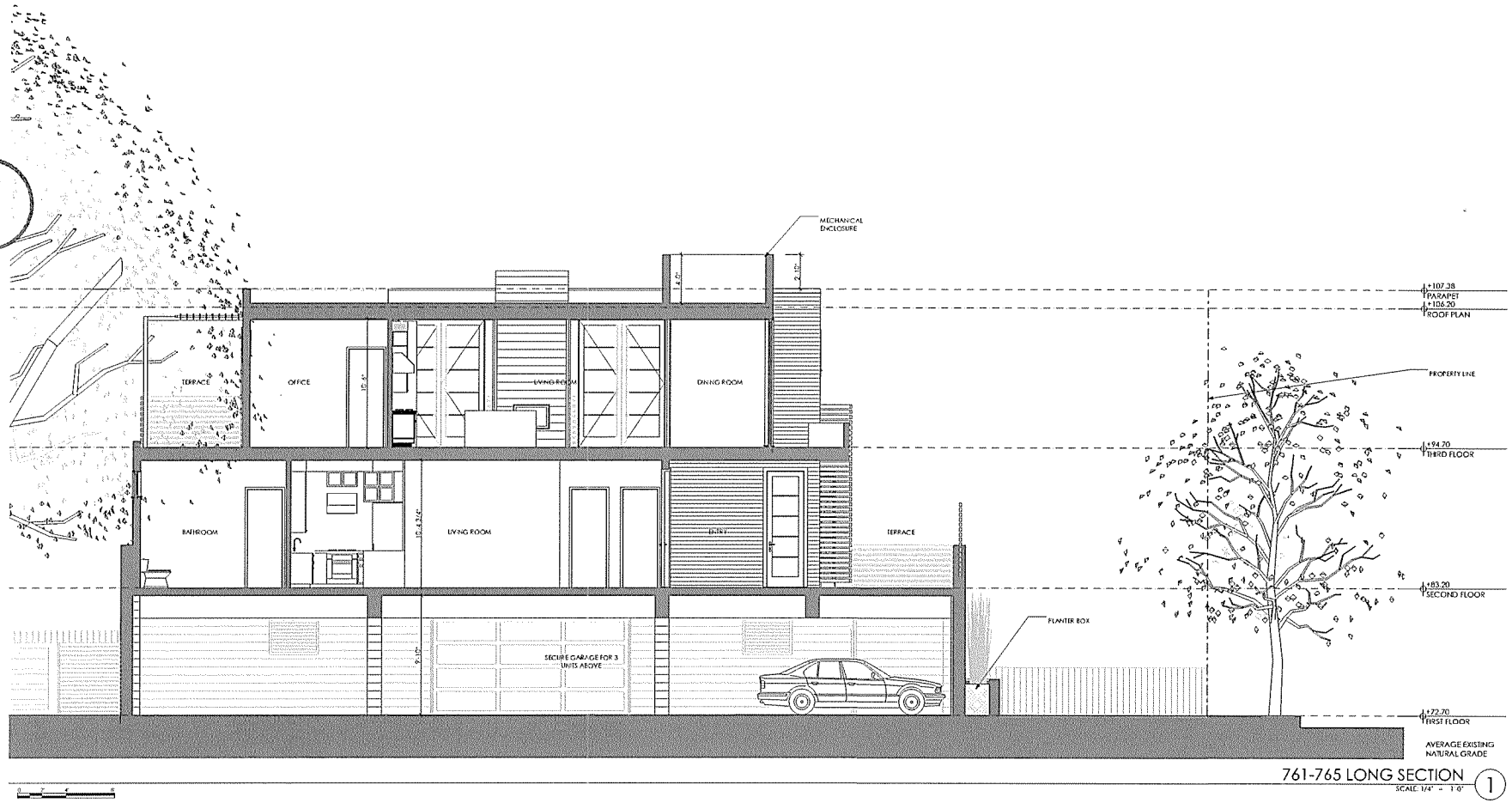
ISSUANCES

REV	DATE	DESCRIPTION
	2 SEPT 2015	USE PERMIT SET
	3 NOV 2015	RESUBMITTAL
	23 NOV 2015	RESUBMITTAL

767 ELEVATIONS

A3.6



761-765 LONG SECTION (1)

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

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ISSUANCES

REV	DATE	DESCRIPTION
	2 SEPT 2015	USE PERMIT SET
	3 NOV 2015	RESUBMITTAL
	23 NOV 2015	RESUBMITTAL

761-765 SECTIONS

A4.0

D24

NOTES

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DRIVE

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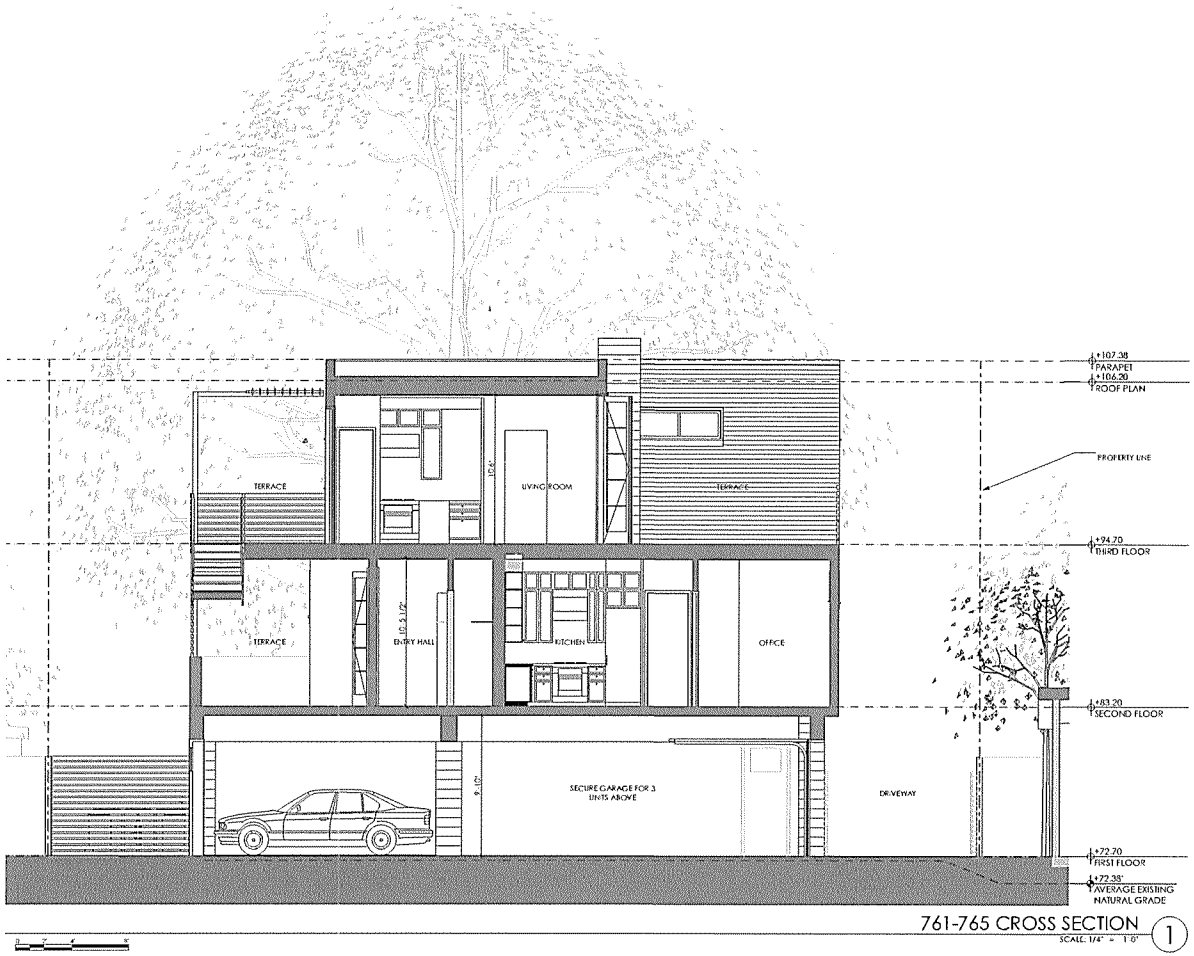
PARK CA 94025

ISSUANCES

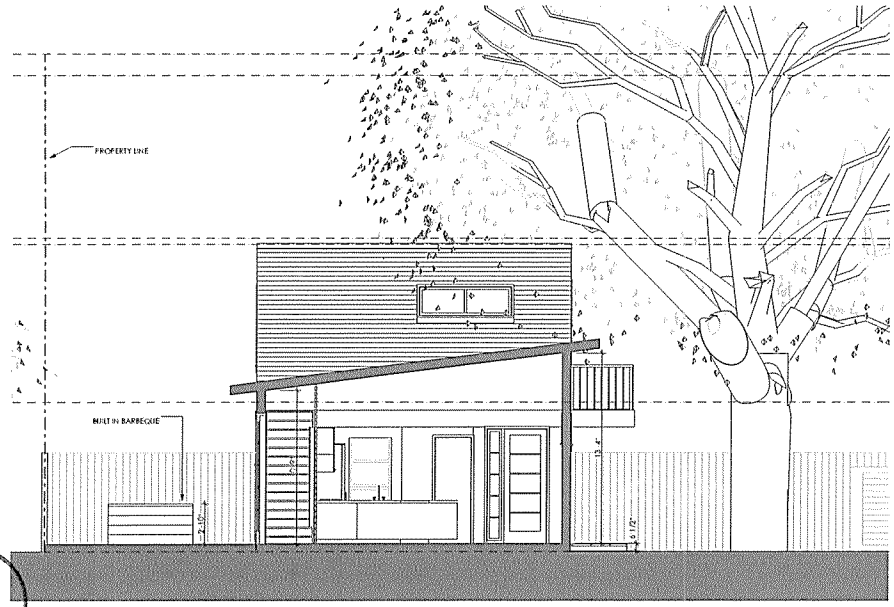
REV	DATE	DESCRIPTION
	2 SEPT 2015	USE PERMIT SET
	3 NOV 2015	RESUBMITTAL
	23 NOV 2015	RESUBMITTAL



761-765 CROSS SECTION (1)
SCALE: 1/4" = 1'-0"

761-765 SECTIONS

A4.1



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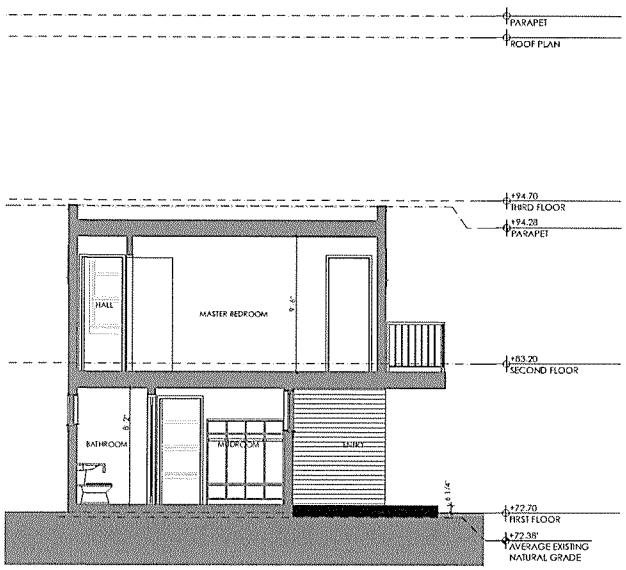
SCALE: 1/4" = 1'-0"



767 CROSS SECTION 2
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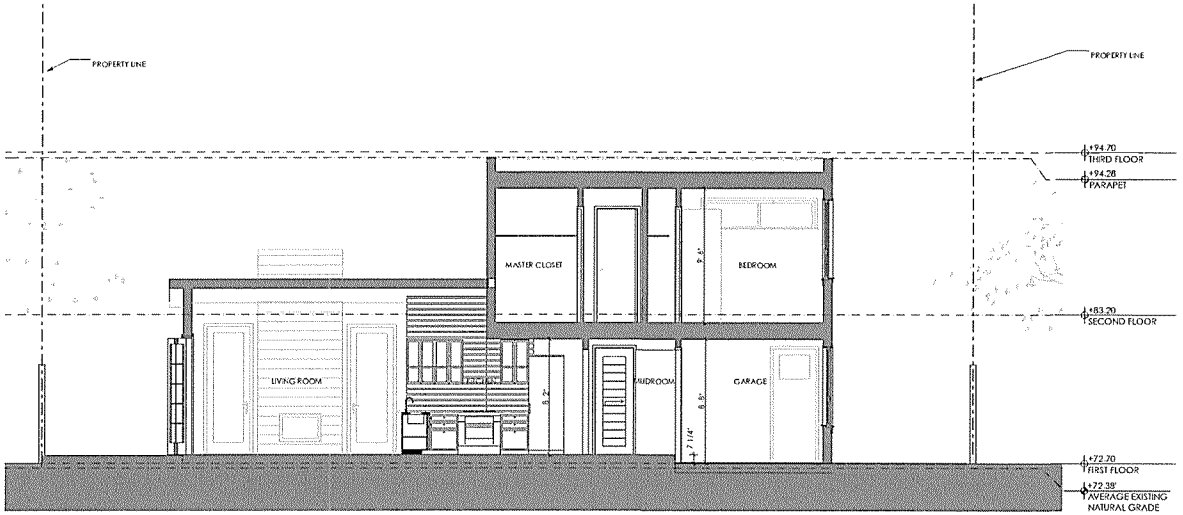

767 LONG SECTION 1
SCALE: 1/4" = 1'-0"

NOTES

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761-767
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PARK CA 94025

ISSUANCES

REV	DATE	DESCRIPTION
	2 SEPT 2015	USE PERMIT SET
	3 NOV 2015	RESUBMITTAL
	23 NOV 2015	RESUBMITTAL

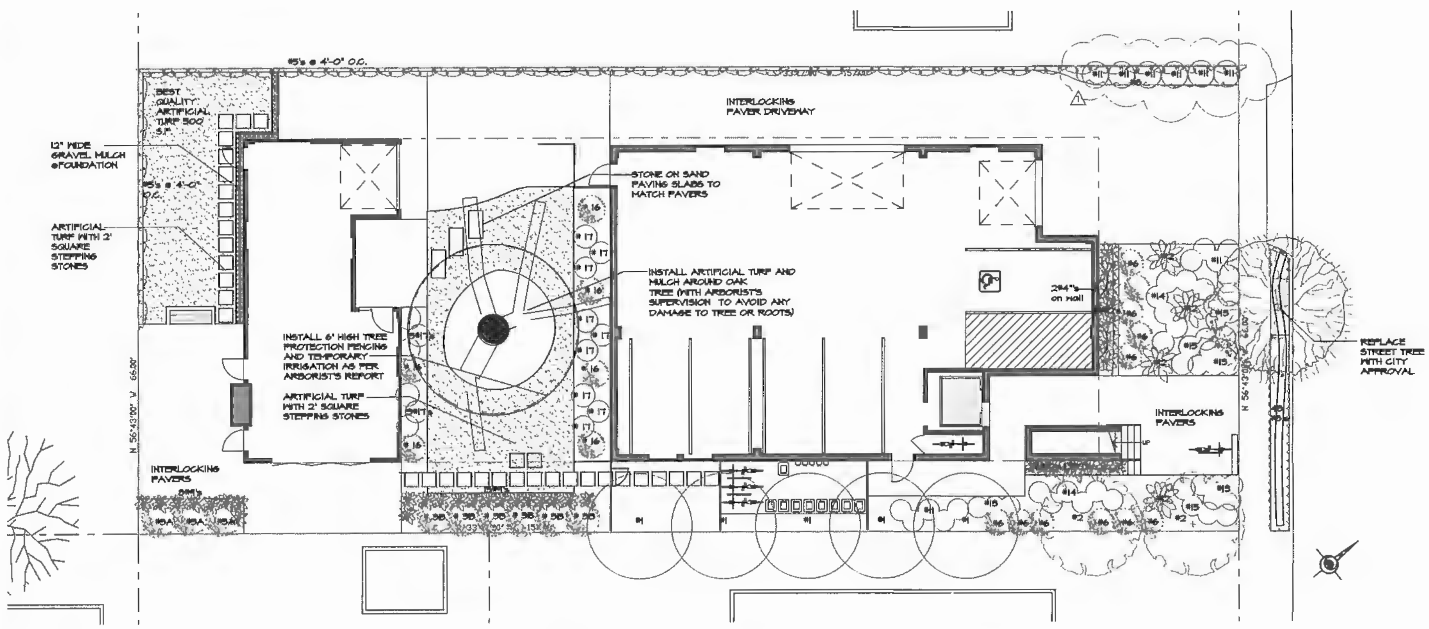
767 SECTIONS

A4.2

D26

PLANT LIST

#	QU.	SIZE	BOTANICAL NAME	COMMON NAME	MATURE HEIGHT	MATURE WIDTH	GROWTH RATE	WUCOLS WATER USE FACTOR
1	5	24"BX	LOPHOSTEMON CONFERTA	BRISBANE BOX	30'-40'	25'	FAST	MOD
2	2	24"BX	PYRUS 'RED SPIRE'	FLOWERING PEAR	30'-35	20'	FAST	MOD
3A	3	24"BX	PRUNUS CAROLINIANA BRIGHT AND TIGHT'	CAROLINA LAUREL CHERRY	10'-20'	10'-20'	MODERATE	LOW
3B	6	15G	PRUNUS CAROLINIANA BRIGHT AND TIGHT'	CAROLINA LAUREL CHERRY	10'-20'	10'-20'	MODERATE	LOW
4	2	5G	PARTHENOCISSUS 'VETCHII'	BOSTON IVY	10'-20'	10'-20'	FAST	LOW
5	50	5G	FICUS PUMILA	CREEPING FIG	10'-20'	10'-20'	MODERATE	MOD
6	11	5G	OLEA 'LITTLE OLLIE'	DWARF OLIVE	3'-5'	3'-5'	MODERATE	VERY LOW
7	1	24"BX	QUERCUS RUBRA OR AS PER APPROVED LIST	RED OAK STREET TREE	60'+	40'+	MODERATE	MOD
8	40	1G	APTENIA 'GREEN APPLE'	LIPSTICK PLANT	6-10"	3'	MODERATE	LOW
9	27	1G	LOMONDRA 'BREEZE'	DWARF MATT RUSH	1'-2'	1'-2'	MODERATE	MOD
10	8	5G	CHONDROPETALUM ELEPHANTUM	CAPE RUSH	3'-5'	3'-5'	MODERATE	LOW
11	18	5G	PHORMIUM BRONZE BABY	BRONZE NEW ZEALAND FLAX	2'-4'	2'-4'	MODERATE	LOW
12	4	5G	MISCANTHUS 'MORNING LIGHT'	MAIDEN GRASS	3'-5'	3'-5'	FAST	MOD
13	TO BE DET.	1G	ARCTOSTAPHYLOS 'EMERALD CARPET'	MANZANITA GROUND COVER	6-10"	3'	MODERATE	MOD
14	19	5G	CALAMAGROTIS 'KARL FORESTER'	FEATHER REED GRASS	2'-4'	2'-4'	FAST	MOD
15	8	5G	LAVANDULA 'PROVENCE'	LAVENDER	2'-4'	2'-4'	FAST	LOW
16	6	15G	ARBUTUS UNEDO	STRAWBERRY TREE	10'-15'	4'-6'	MODERATE	LOW
17	15	5G	MAHONIA 'SOFT CARESS'	MAHONIA	3'	3'	MODERATE	LOW



REVISIONS	BY
1 11/23/15	MY

MARA YOUNG
LANDSCAPE ARCHITECT

LANDSCAPE PLAN

NEW RESIDENCES
765 UNIVERSITY DRIVE
MENLO PARK, CA 94025

DRAWN MY
CHECKED MY
DATE 10/13/15
SCALE AS NOTED
JOB NO.

SHEET
L-1
OF SHEETS

REGISTERED LANDSCAPE ARCHITECT
MARA YOUNG
STATE OF CALIFORNIA

LANDSCAPE PLAN

1/8" = 1'-0" | 1

D27

PLANT LIST

#	QU.	SIZE	BOTANICAL NAME	COMMON NAME	MATURE HEIGHT	MATURE WIDTH	GROWTH RATE	WUCOLS WATER USE FACTOR
1	5	24"BX	LOPHOSTEMON CONFERTA	BRISBANE BOX	30'-40'	25'	FAST	MOD
2	2	24"BX	PYRUS 'RED SPIRE'	FLOWERING PEAR	30'-35	20'	FAST	MOD
3A	3	24"BX	PRUNUS CAROLINIANA BRIGHT AND TIGHT'	CAROLINA LAUREL CHERRY	10'-20'	10'-20'	MODERATE	LOW
3B	6	15G	PRUNUS CAROLINIANA BRIGHT AND TIGHT'	CAROLINA LAUREL CHERRY	10'-20'	10'-20'	MODERATE	LOW
4	2	5G	PARTHENOCISSUS 'VETCHII'	BOSTON IVY	10'-20'	10'-20'	FAST	LOW
5	50	5G	FICUS PUMILA	CREEPING FIG	10'-20'	10'-20'	MODERATE	MOD
6	11	5G	OLEA 'LITTLE OLLIE'	DWARF OLIVE	3'-5'	3'-5'	MODERATE	VERY LOW
7	1	24"BX	QUERCUS RUBRA OR AS PER APPROVED LIST	RED OAK STREET TREE	60'+	40'+	MODERATE	MOD
8	28	1G	APTENIA 'GREEN APPLE'	LIPSTICK PLANT	6-10"	3'	MODERATE	LOW
9	27	1G	LOMONDRA 'BREEZE'	DWARF MATT RUSH	1'-2'	1'-2'	MODERATE	MOD
10	8	5G	CHONDROPETALUM ELEPHANTUM	CAPE RUSH	3'-5'	3'-5'	MODERATE	LOW
11	12	5G	PHORMIUM BRONZE BABY	BRONZE NEW ZEALAND FLAX	2'-4'	2'-4'	MODERATE	LOW
12	4	5G	MISCANTHUS 'MORNING LIGHT'	MAIDEN GRASS	3'-5'	3'-5'	FAST	MOD
13	TO BE DET.	1G	ARCTOSTAPHYLOS 'EMERALD CARPET'	MANZANITA GROUND COVER	6-10"	3'	MODERATE	MOD
14	13	5G	CALAMAGROTIS 'KARL FORESTER'	FEATHER REED GRASS	2'-4'	2'-4'	FAST	MOD
15	8	5G	LAVANDULA 'PROVENCE'	LAVENDER	2'-4'	2'-4'	FAST	LOW
16	6	15G	ARBUTUS UNEDO	STRAWBERRY TREE	10'-15'	4'-6'	MODERATE	LOW
17	15	5G	MAHONIA 'SOFT CARESS'	MAHONIA	3'	3'	MODERATE	LOW


#1 Lophostemon conferta


#2 Pyrus 'Redspire' Spring)

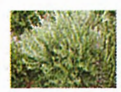

#2 (Summer)


#2 (Fall)

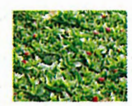

#3A /3B Prunus Caroliniana 'Bright and Tight'


#4 Parthenocissus 'Veitchii' in Fall


#5 Ficus pumila


#6 Olea 'Little Ollie'


#7 Quercus rubra


#8 Apenia 'Green Apple'


#9 Lomondra 'Breeze'


#10 Chondropetalum elephantum


#11 Phormium 'Bronze Baby'


#12 Miscanthus 'Morning Light'


#13 Arctostaphylos 'Emerald Carpet'


#14 Calamagrostis 'Karl Foerster'


#15 Lavandula 'Provence'


#16 [illegible]


#17 Mahonia Soft Caress

REVISIONS	BY
10/13/15	MY
11/3/15	MY

MARA YOUNG LANDSCAPE ARCHITECT

PLANT LIST AND IMAGES

NEW RESIDENCES
765 UNIVERSITY DRIVE
MENLO PARK, CA 94025

DRAWN MY
CHECKED MY
DATE 10/13/15
SCALE AS NOTED
JOB NO.
SHEET
L-2
OF SHEETS

REGISTERED LANDSCAPE ARCHITECT · MARA YOUNG · STATE OF CALIFORNIA

PLANT LIST AND IMAGES

1/8" = 1'-0" | 1

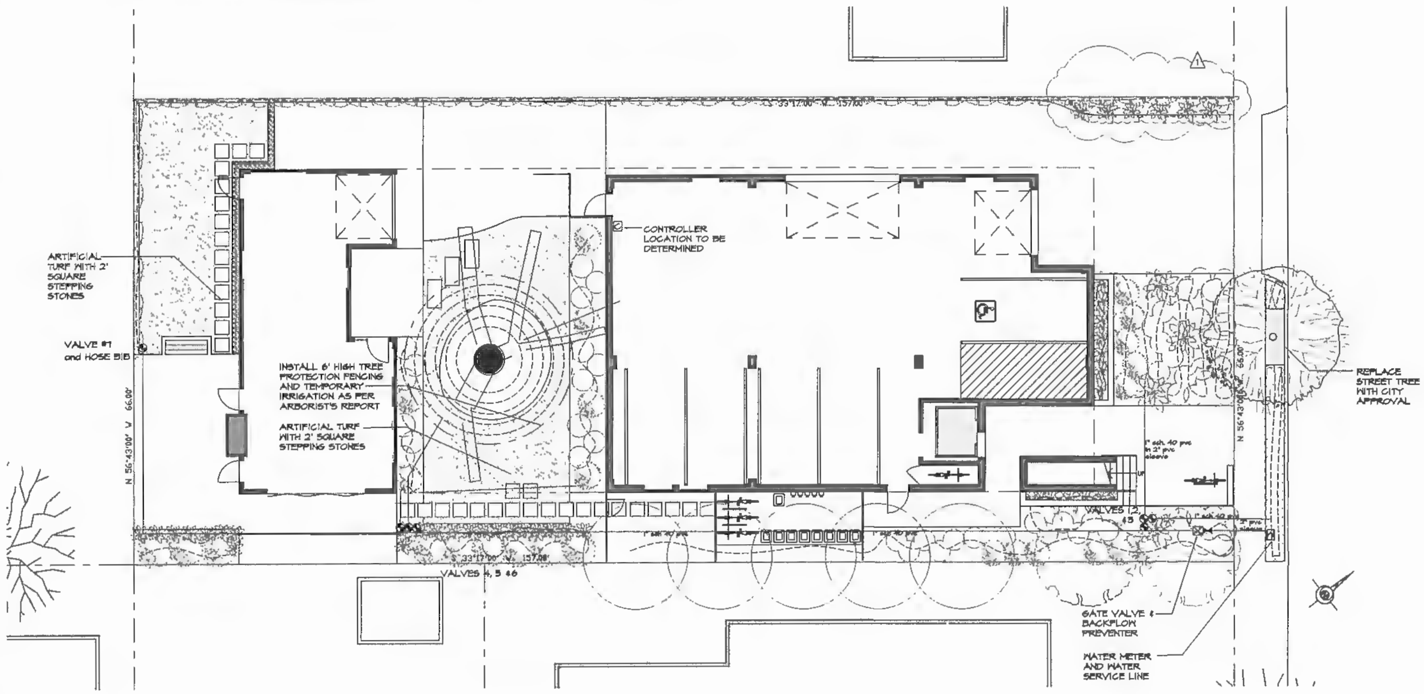
D28

IRRIGATION EQUIPMENT LEGEND

SYMBOL	DESCRIPTION	NOTES
C	CONTROLLER IRRITROL SMART DIAL SERIES CONTROLLER 12 STATION WITH WEATHER TRAK SYSTEM FOR ULTIMATE WATER EFFICIENCY	INSTALL IN LOCTION VERIFIED BY OWNER
⊠	FEBCO ATMOSPERIC BACKFLOW DEVICE	
⧗	NIBCO BRONZE 1" GATE VALVE	
◉	CONTROL VALVE WEATHERMATIC 1" USE PRESSURE REDUCER FOR DRIP IRRIGATION	INSTALL IN 10" CARSON VALVE BOX
═	MAIN LINE 1" SCHEDULE 40 PVC	18" MINIMUM DEPTH USE PRIMER AND GLUE
—	LATERAL LINE SCH. 40 PVC	1" OR AS SHOWN 12" MINIMUM DEPTH
~ ~ ~	NETAFIM TECHLINE 12" SPACING DRIP IRRIGATION SYSTEM	INSTALL AS PER MANUFACTURERS RECOMMENDATIONS
∼	SOLID DRIP LINE IN PVC SLEEVE UNDER PAVING	INSTALL AS PER MANUFACTURERS RECOMMENDATIONS

VALVE LEGEND

VALVE #	SYSTEM TYPE	FLOW RATE GPM OR GPH	APPLICATION RATE INCHES PER HOUR	OPERATING PRESSURE	NOTES
1	DRIP (170 LF)	1.02 per 100 LF 1.73 GPH	.64	30-40	front
2	DRIP (80 LF)	1.02 per 100 LF .82 GPH	.64	30-40	parking strip
3	DRIP (120 LF)	1.02 per 100 LF 1.23 GPH	.64	30-40	side yard
4	DRIP (80 LF)	1.02 per 100 LF .82 GPH	.64	30-40	around turf at oak
5	TEMPORARY DRIP 100	1.02 per 100 LF 1.02 GPH	.64	30-40	temp to oak
6	DRIP (80 LF)	1.02 per 100 LF .82 GPH	.64	30-40	side rear
7	DRIP (190LF)	1.02 per 100 LF 1.93 GPH	.64	30-40	vines on fence/drive



REVISIONS	BY
△ 11/23/15	MY

MARA YOUNG LANDSCAPE ARCHITECT

IRRIGATION PLAN

NEW RESIDENCES
765 UNIVERSITY DRIVE
MENLO PARK, CA 94025

DRAWN MY
CHECKED MY
DATE 10/13/15
SCALE AS NOTED
JOB NO.
SHEET
L-3
OF SHEETS

REGISTERED LANDSCAPE ARCHITECT · STATE OF CALIFORNIA

IRRIGATION PLAN 1/8" = 1'-0" 1

September 2, 2015

Project Description

City of Menlo Park
Community Development Department
Planning Division
701 Laurel Street
Menlo Park, CA 94025

Re: 761-767 University Drive
Menlo Park, CA 94025
4-Unit Development

This letter of application requests Planning Commission Approval for the demolition and proposed construction of a new 4-Unit residential development at 765 University Drive.

Purpose of the Proposal

The existing residence at 765 University Drive has been used as single family home since its construction in 1927. The residence includes a single story home with a full basement, detached 2-car garage, an outdoor kitchen and shed. There is a 49" diameter Coast Live Oak in the back third of the site. The project intent is to replace the existing house structures to develop a multi-family project as part of the new R-3 Apartment Zoning District. The project design proposes four new fully parked Condominium units that require no variances, while preserving and highlighting the Coast Live Oak as a major feature of the site.

Scope of Work

The project consists of demolition of an existing 2,079 sf single family home on a 10,362 sf parcel located in the R-3 Apartment Zoning District south-southeast of Downtown Menlo Park and the construction of a new multi-family project. The site is proposed to be redeveloped to provide 4 condo dwelling units, three units in a 3-story structure facing University Drive and a 4th 2-story unit at the rear of the lot. The two structures are separated by a mature 49" diameter Coast Live Oak tree. No variance for building design is required or requested; a Condo Map is being submitted under a separate application.

Architectural Style, Materials, Colors and Construction Methods

The project has been envisioned as a small site urban infill project. The breakdown of the mass into smaller forms, the setback of the second and third floors facing University, and placement of the garage entry facing University help to support the transition of

Fergus Garber Young Architects
81 Encina Avenue Palo Alto CA 94301
phone 650/473-0400 fax 650/473-0410

E1

the neighborhood as it moves further from single family houses into the higher multi-family density envisioned by the new R-3 Apartment Zoning adopted by the city.

The project design style is transitional contemporary. The simple volumes of the design and building structure are articulated by the material selections. Board form concrete walls are both the structure and design expression of the ground floor parking area while the walls of the upper two floors feature horizontal wood planks and operable windows. The warm tones of the wood plank walls are complimented with white stucco plaster walls at the elevator, and dark brown/black trims on the doors and windows. Exterior railings and privacy screen walls are a designed to be painted metal and wood slat. The exterior terrace walls open up to connect interior living and kitchen spaces to the outdoors. The drought tolerant landscape is designed to feature the Coast Live Oak and provide privacy to and from the adjacent buildings.

The primary building structure of the front building is a poured in place concrete podium with Type 5-B construction above. The rear building is Type 5-B construction. Both structures will use a pier and beam footing system to provide minimum disturbance to the existing root structure of the Coast Live Oak. Project sustainability will meet or exceed Title 24. The 4,533 FAR sf project conforms to the front, side and rear yard setbacks, and front daylight plane. Special attention has been paid to supporting of the existing Coast Live Oak which is being retained as a site and neighborhood feature.

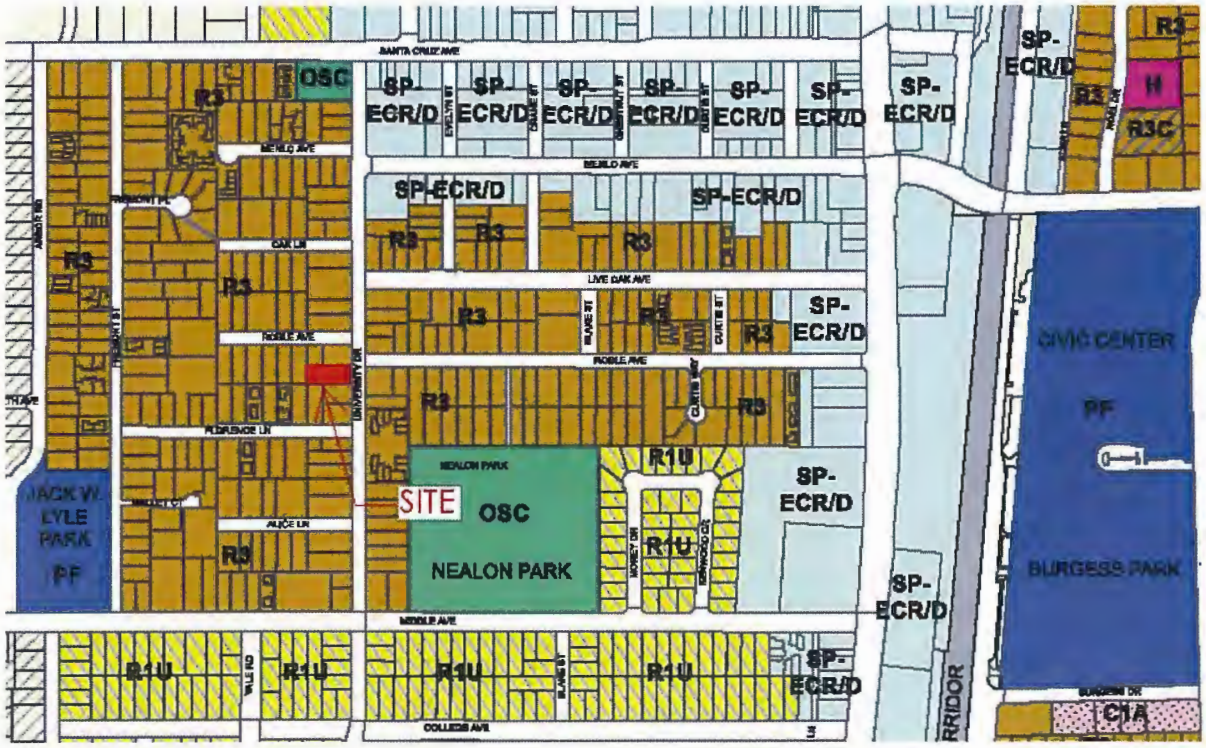
Basis for Site Layout

The 10,362 sf site is 66' narrow at the front and 157' deep. It's a challenging site considering that the building setbacks limit the constructible footprint to a narrow 46' by 122' area, a third of which is under the Oak canopy, and requires a minimum of 4 living units. These factors combined with required resident parking and vehicular access make this a very difficult site to plan. To address these issues, the team worked closely with the project Arborist, Geotechnical Engineer, Civil Engineer and Landscape Architect to develop a proposal that meets these requirements, preserves the Coast Live Oak and does not require any variances.

To preserve the Oak, the living units were broken into two separate buildings. The 3-story building facing University includes (two) 1-Bedroom / 1-Bath, and (one) 2-Bedroom / 2-Bath condo units on the second and third floors respectively; the ground floor is an enclosed five car garage. Visitors access the units via open stair or elevator located at the front-left of the site. Each of the three units includes a private outdoor terrace. The fourth unit is a two-story 2-Bedroom / 2 ½ Bath single family home with a 1-car garage and a 2nd uncovered parking space. The house features a small second floor balcony over the entrance, rear yard and two private outdoor patios.

Existing and Proposed Uses

The existing single family home is proposed to be replaced by 4 condominium units. The site is located roughly in the middle of the new R-3 Zoning and the transition from single family to multi-family supports Menlo Park policy goals and requirements.



Outreach to Neighboring Properties

The property is owned by 765 University Drive, LLC. Billy McNair is a principal in the LLC and has been living and working in Menlo Park for 17 years. Billy is a well-known figure in the community and has good relations with many of the neighbors around 765 University Drive; this project has given him the opportunity to extend those relationships.

Billy has been in communication with the neighbors since purchasing the property in June 2014. During the first year of ownership, Billy had multiple conversations with Jeannine Gauthier who owns the adjacent property at 903 Roble Avenue and with Mark McBirney who owns the property next door at 775 University Drive.

On August 13, 2015 Billy mailed the attached letter to the 15 surrounding neighbors introducing himself and the project. Billy held three neighbor meetings on 8/18/15, 8/22/15 and 8/24/15 with the plans and project summary enabling neighbors to get details on the proposed project. Billy also provided his email and cell phone number and said they were welcome to contact him to meet one-on-one outside of those three windows as well.

On Saturday, August 22, 2015 Billy met with Jeannine Gauthier (903 Roble) at the property and reviewed the project with her. Billy gave her several sets of plans and summaries to share with any neighbors she may know. On August 25, 2015 Jeannine sent him an email saying that she really likes what has been done with the proposed

project and appreciates the lengths that we've gone to in preserving the Oak while meeting the city unit count requirements. Jeannine supports the project.
On Tuesday, August 24, 2015 Billy met with Lydia Cooper who lives at 875 University. Billy reviewed the project with Lydia and she appeared to be supportive. Billy also met with Eli Collins and Alison Wong who live at 742 Live Oak. They reviewed the project plans and are supportive and sent the attached email to Thomas Roger and Kyle Perata supporting the project on August 26, 2015.

On Wednesday, September 2, 2015 Billy met with Ric Vogelsang who owns 721 University Drive. Billy reviewed the plans with Ric and he was also supportive. He supports removal of the Cedar tree and said his primary concern was that we were not removing the Oak. He also said he plans to send a communication to the City of Menlo Park in support of the project.

Sincerely -

Heather Young
Fergus Garber Young Architects

Cc: Billy McNair 765 University Drive, LLC

Attachments: Neighbor Meeting flyer
Summary of Neighbor Outreach

Project Summary

- 4 unit condominium complex in the heart of Downtown Menlo Park
- Project preserves the Heritage Coast Live Oak
- Project will be requesting the removal of the Cedar tree on the property in order to better position the building to preserve the Oak
- Luxury units with open plan living room and kitchen, top of the line appliances and finishes, private terraces, and private secured parking
- Four different floor plans:
  - Unit 761 - A one bedroom, one bath unit (796+/- sqft.)
  - Unit 763 - A one bedroom, one bath unit with an office (938+/- sqft.)
  - Unit 765 - A two bedroom, two bath unit with an office (1,290+/- sqft.)
  - Unit 767 - Detached dwelling with two bedrooms, two and a half bathrooms, and a private garage (1,264+/- sqft.)
- The project includes new landscaping, a new street tree, and new sidewalk along University Drive
- City of Menlo Park zoning allows for as many as 7 units on the parcel but the proposed development is for the minimum number of units (4)
- No variances are anticipated to be necessary for this project; it conforms to Menlo Park zoning requirements
- Estimated construction to begin in Q1 2016 with estimated completion Q1-Q2 2017
- Lot is 10,362 sqft with a width of 66' and depth of 157' and is surrounded by a mix of multi-family and single family properties

PROPERTY OWNER:
765 University Drive LLC
1155 CRANE STREET
MENLO PARK, CA 94025
billy@mcnairgroup.com

761-767 UNIVERSITY DRIVE

761-767 UNIVERSITY DRIVE, MENLO PARK, CA 94025

E5

ARCHITECT:
FGY ARCHITECTS
81 ENCINA AVE
PALO ALTO, CA 94301
PHONE: 650.473.0400

Summary of Neighbor Outreach and Communication for

Proposed Project at 765 University Drive, Menlo Park.

Billy McNair (the "I" in the following summary) is a principal in 765 University Drive, LLC which is the owner of 765 University Drive, Menlo Park. Following is a summary of our neighbor outreach and communication between June 2014 and September 2015.

I have been in communication with the neighbors since purchasing the property in June 2014. During the first year of ownership, I had multiple conversations with Jeannine Gauthier who owns the adjacent property at 903 Roble Avenue. I also have met with Mark McBirney who owns the property next door at 775 University Drive.

On August 13, 2015 I mailed the attached letter to the 15 surrounding neighbors introducing myself and the project. I told the neighbors I would be at the property on three different occasions (8/18, 8/22 and 8/24) with the plans and project summary if they'd like to come by to get details on the proposed project. I also provided my email and cell phone number and said they were welcome to contact me and I'd be happy to meet one-on-one outside of those three windows as well.

On Saturday, August 22, 2015 I met with Jeannine Gautheir (903 Roble) at the property and reviewed the project with her. I also gave her several sets of plans and summaries to share with any neighbors she may know. On August 25, 2015 Jeannine sent me an email saying that she really likes what I've done and appreciates the lengths that we've gone to in preserving the Oak while meeting the city unit count requirements. She told me she supports the project.

On Tuesday, August 24, 2015 I met with Lydia Cooper who lives at 875 University. I reviewed the project with Lydia and she appeared to be supportive. I also met with Eli Collins and Alison Wong who live at 742 Live Oak. They reviewed the project plans and are supportive and sent the attached email to Thomas Roger and Kyle Perata supporting the project on August 26, 2015.

On Wednesday, September 2, 2015 I met with Ric Vogelsang who owns 721 University Drive. I reviewed the plans with Ric and he was also supportive. He supports removal of the Cedar tree and said his primary concern was that we were not removing the Oak. He also said he plans to send a communication to the City of Menlo Park in support of the project.

August 13, 2015

Scott Michelson
910 Roble Avenue
Menlo Park, CA 94025

Re: 765 University Drive, Menlo Park

Dear Scott,

I am reaching out to you regarding my property at 765 University Drive in Menlo Park. My name is Billy McNair and I am a co-owner of the property. We have been working on a plan for 765 University for over a year with a top local architecture firm and we finally have a design that we are very excited about! We have been working with the City of Menlo Park for months and are getting ready to submit our project for approval by the Planning Commission in the next couple of weeks. I'd love to have the opportunity to share our proposed project with you.

Our project complies with the Menlo Park zoning requirements and mandates from the city. The city zoning requires that any development of this property be a minimum of 4 units and a maximum of 7 units. Yes, this lot could be developed with as many as 7 units! However, our proposed project is the minimum 4-unit development required by the city. We have made great effort over this past year to design an extremely compelling project that will both mesh with the existing neighborhood and also be a breath of fresh air for downtown Menlo Park's revitalization!

My objective in sending this letter is to introduce myself and also to offer an opportunity for you to speak with me directly if you have any questions about the project. I can be reached by phone at (650) 862-3266 and by email at billy@mcnairgroup.com. In addition, I will personally be at the property at the following times with the proposed plans and I invite you to stop by to discuss the project in person. If these times are not convenient, please email me and we can try to arrange another time to meet in person.

- Tuesday, August 18, 2015 from 5:30-6:30pm
- Saturday, August 22, 2015 from 8:30-9:30am
- Monday, August 24, 2015 from 5:30-6:30pm

We think this project will be a great addition to the community and the immediate neighborhood. I look forward to meeting with you.

Best regards,

Billy McNair for 765 University Drive LLC
650.862.3266 | billy@mcnairgroup.com

Billy McNair <billy@mcnairgroup.com> Aug 26 (6 days ago)
to me, Elyssa, Madison, Barnaby, Sydney

Email of support that just went to Planning Commission.

Become a McNair Group fan at facebook.com/mcnairgroup
Community Info | Real Estate Market Updates | Pre-MLS Listings | Remodeling Tips

BILLY MCNAIR
BROKER ASSOCIATE | ATTORNEY | MBA
TOP 200 IN THE NATION – 2013, 2014 & 2015 WALL STREET JOURNAL

McNair Group — Real Estate Advisors
Coldwell Banker Previews International
Direct: 650.862.3266
billy@mcnairgroup.com | www.mcnairgroup.com
CalBRE number 01343603

From: Eli Collins <eli.collins@gmail.com>
Date: Wednesday, August 26, 2015 at 1:44 PM
To: "THRogers@menlopark.org" <THRogers@menlopark.org>, Kyle Perata <ktperata@menlopark.org>
Cc: Billy McNair <billy@mcnairgroup.com>, Alison Wong <alison.h.wong@gmail.com>
Subject: 765 University

Hi Kyle, Thomas,

My wife Alison and I are residents of downtown Menlo Park. We moved to MP from SF 5 years ago, spent 4 years in a rental unit on Oak Ln and bought our current home at 742 Live Oak Ave a year ago.

I'm writing because we recently reviewed the plans for 765 University (just down the block from our home) with Billy and wanted to express our enthusiastic support for the project. We think this sort of development benefits our neighborhood -- which is sorely in need of more modern, vibrant housing. We hope the planning department continues to support these types of efforts.

Best regards,
Eli Collins & Alison Wong

urbantreemanagement inc.

11/2/2015

McNair Group
1155 Crane Street
Menlo Park, Ca 94025

Re: **Tree Survey 765 University Dr. Menlo Park, CA**

To Whom It May Concern:

Assignment

It was our assignment to physically inspect the trees in the survey area based on a topographic map provided by the client. I have been working with FGY Architects and McNair Group closely to drive the design process to preserve the large Coast Live Oak (*Quercus agrifolia*) in the rear yard. The Team has been cooperative in collaborating on the discovery process and tree-friendly development of this property

Summary

There are only three trees on site. There is a street tree, a Douglas Fir (*Pseudotsuga menzeisii*) on the side yard and the Oak in the back yard. The street tree can remain, but would be better off removed and replaced with a quality tree. The Douglas Fir has a large trunk girdling root at the base, leans towards the neighbors apartment building and needs to be removed to get rid of this hazardous tree. Design and construction alternates to preserve the tree have been studied and determined to be infeasible thus the team recommends removing the Douglas fir. The Large Coast Live Oak is very speacial to the property and the whole development Team. Great care has been given to sensible development that will preserve this tree, its viatality and its chances of surviving for decades to come. The Design Team has done a fantastic job thus far and the current design is a good design that will preserve the Oak. Pruning, of less than 24% of the canopy of the Oak, is necessary to construct this project. The next steps inlcude: taking premium care of this tree in preparation for construction, getting a contractor to take the same care in executing the design, and following through to make sure the contractor is preserving the Oak during construction. If this can be accomplished I have a high level of confidence that this design can be developed and the tree will survive.

Contents

The three trees were surveyed, examined and then rated based on their individual health and structure according to the table below.

For each tree, a structural rating of fair or above indicates that the structure can be mantained with routine pruning such as removing dead branches and reducing end weight as the tree

t650+321+0202 | f408+399+8063 | po box 97 | los gatos ca 95031 | urbantreemanagement.com
contractors licence # 755989 | certified arborist WC ISA # 623 | certified tree risk assessor #1399

F1

grows. A fair/poor rating indicates that the tree has significant structural weaknesses and corrective action is warranted. The notes section for that tree will then recommend a strategy/techique to improve the structure or mitigate structural stresses, though this mitigation may not always be successful.

Health is rated based on leaf color and size, canopy density, new shoot growth and the absence or presence of pests or disease.

Trees in the survey area appear to be in mostly Good health. Most exhibit thick canopies, large leaves and significant new growth.

A tree may be rated "good" under the health column for excellent/vigorous appearance and growth, while the same tree may be rated "fair/poor" in the structure column if major structural mitigation is needed.

Rating	Health	Structure
Good	excellent/vigorous	flawless
Fair/good	healthy	very stable
Fair	Fair	routine maintenance needed
Fair/poor	declining	mitigation needed, mitigation may or may not preserve the tree
Poor	dead or near dead	hazard

Methods

The trunks of the trees are measured using a standard measuring tape at 48" above soil grade. The canopy height and spread are estimated using visual references only. Drip line measurements are completed using an arborist's diameter measuring tape. In cases of a very large tree, a standard measuring tape may be used.

Specific Trees

#1 There is a Pear tree (*Pyrus sp.*) located in front of the property on the street. This tree has a trunk diameter of 9", is in Fair Health and has a Fair/Poor Structure. This tree stands approximately 20' tall and 16' wide. This tree is ok, but the neighborhood may be better served by the removal and replacement of the tree. It is up to the developer how to proceed on this tree.

#2 There is a 26" diameter Douglas fir in the side yard (see images below). This tree is in Fair - Good Health but has a Fair – Poor/Poor Structure due to the large kinked root at the base. This tree stands approximately 60' tall and 38' wide. Douglas Firs are a weak wooded tree, prone to frequent limb failures. Due to the lean of the tree, the lack of radial buttress roots at the base of the tree and the fact that when this tree fails the likelihood of personal and/or property damage is HIGH, I recommend the removal and replacement of this tree as per the Town Ordinance.

Additionally, I and the design team looked at trying to retain this tree *and* build near it. I instructed Pete Moffat Construction to dig a trench in the location of what would be a proposed pier and grade beam foundation system. This trench was excavated on 10/28/15 and revealed that the anchorage roots on this side of the tree were surprisingly large and shallow (see images to right). While we found locations to install the piers, the *grade beams absolutely would not fit over these roots.* Therefore the root structure of this tree cannot coexist with construction. Moving the structure or redesigning the structure has already been studied by the design team and does not work because it would compromise the protection of the Coast Live Oak (#3). The design team has purposely placed this structure in the proposed location in order to maximize

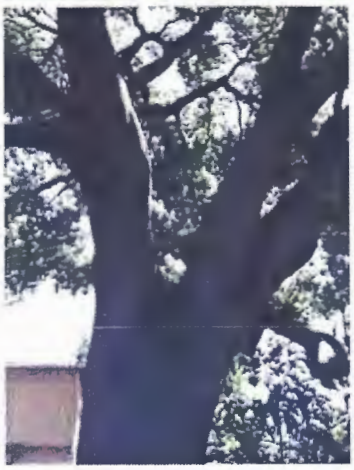
F3

protection of the Coast Live Oak (#3). The utilities also need to be trenched and installed directly past this tree which would not be possible with the root locations. There is not enough room for them near this tree.

Accomplishing the building, design and structure footprint cannot be achieved while retaining both this tree and the large Coast Live Oak (3). I recommend removal of tree (#2) in favor of protecting the Coast Live Oak (#3).

#3 The Coast Live Oak (see image to right) in the back yard is the real gem of this site and something that has been embraced by the whole Design and Development Team. I have a high personal interest in making this project succeed based upon the success of the development and long-term viability of this Oak. There are always inherent risks in developing around an older Oak, but the Design Team has worked closely with me to devise the most tree-friendly design to give this Oak a high chance of success.

This tree has a 49" trunk diameter, stands approximately 60' tall and wide, is in Good Health and has a Fair Structure due to some codominant limbs (see image to right). This tree is starting off as a Good candidate to develop around because it is in Good Health and its Structure can be improved with the installation of four cables to help prevent limb failures. Some pruning is also currently needed to reduce end weight and help improve the overall tree structure.



Additionally, for **pre-construction**, I recommend that all of the blacktop and rock be removed around the base of this tree, a temporary irrigation system be set up inside the Tree Protection Zone (soaker hoses stapled to the ground starting 30" away from the trunk and circling the tree on 18" centers out to the edge of the future Tree Protection Fencing – tree to be irrigated to a depth of 28" once every 3-4 weeks for the life of the project, unless rains can accomplish the same goal), all bare soils under the tree canopy be covered in 8" of chipped tree trimmings, the tree receive one application of the growth regulator *Cambistat* to help encourage rooting and discourage foliar growth, and that the tree receive trunk applications of *Astro, Agriphos and Pentra-bark* twice a year. The Oak should be irrigated to a soil depth of 24" once every 3-4 weeks beginning as soon as possible, once the project is approved and the renters have left.

The design development has been a careful process that has involved all parties. I instructed the Team to carefully hand-dig trenches (preserving all roots 1" diameter +) where they would like to locate the foundations of the structures (see images below). This was successfully accomplished by Pete Moffat Construction.






As you can see from the images there are some 2" diameter roots in the areas where the proposed foundations would go. We have spoken with the Project Engineers and are assured that the vast majority of these roots can be retained with the use of a pier and grade beam foundation system.

During construction, when the piers are installed, all work must be done from outside the Tree Protection Fencing. The grade beams must be installed to a depth that will not require severing the 2" diameter roots (approximately 10" deep from current grade). The piers must be located so as not to remove 2" diameter roots. If any roots 2" diameter and large must be removed I must be on site to pre-approve and ok their removal by hand with a sharp saw.

Where base rock is needed under the canopy of the tree the soil must be carefully removed by hand and small equipment. All 2" diameter + roots must be retained or their removal must be approved by me ahead of time. I want all roots exposed before any action is taken. Instead of base rock I highly recommend the use of **CU-Structural Soil specification:** http://www.gailmaterials.com/sites/default/files/pagefiles/cu-structural_soil_specifications.pdf). This will allow for the stability of base rock and the future

F5

regrowth of roots into the **CU-Structural Soil**. This tree will need regular monitoring by me and good communication with the Contractor.

Post-construction should consist of the immediate commencement of a foliar canopy spray program twice a year to help prevent insect and fungal pathogens and the continuance of the trunk applications as stated above. Landscape irrigations shall not hit the tree trunk and water should penetrate the soil to a depth of 28" on a periodic basis (monthly). I have reviewed the landscape plans and they are appropriate for the tree. Additionally a temporary drip irrigation system shall be installed in the non-planted portion of the tree. This system will water all of the soil in the non-planted portion of the landscape. The goal is to wet the soil once/month to a soil depth of 28". This should occur for two years post-construction.

Pruning

The Oak tree will need to have some limbs removed to construct the proposed project. There are three larger sized 12"-18" and three smaller sized 8" limbs that will need to be removed to make room for the structures. The limbs can be seen visually in the images below. The limbs with my finger tip on them are the limbs that will need to be removed. These limbs account for less than 25% of the entire tree canopy and will be removed this winter.

Risks to Trees by Construction

Besides the above-mentioned health and structure-related issues, the trees at this site could be at risk of damage by construction or construction procedures that are common to most construction sites. These procedures may include the dumping or the stockpiling of materials over root systems; the trenching across the root zones for utilities or for landscape irrigation; or the routing of construction traffic across the root system resulting in soil compaction and root dieback. These activities are prohibited on this site. It is essential that Tree Protection Fencing be used as per the Architect's drawings. In constructing underground utilities, it is essential that the location of trenches be done outside the drip lines of trees except where approved by the Arborist. All trenches within tree protection fencing must be pre-approved by the project Arborist, done carefully by hand, and no root 2" diameter + may be cut without prior consent of the project Arborist.

General Tree Protection Plan

It is required that protective fencing is provided during the construction period to protect trees to be preserved. This fencing must protect a sufficient portion of the root zone to be effective. In most cases, it would be essential to locate the fencing a minimum radius distance of 6 times the trunk diameter in all directions from the trunk. There are areas where we will amend this distance based upon proposed construction. In my experience, the protective fencing must:

a. Consist of chain link fencing and having a minimum height of 6 feet.
b. Be mounted on steel posts driven approximately 2 feet into the soil.
c. Fencing posts must be located a maximum of 10 feet on center.
d. Protective fencing must be installed prior to the arrival of materials, vehicles, or equipment.
e. Protective fencing must not be moved, even temporarily, and must remain in place until all construction is completed, unless approved be a certified arborist.
f. Tree Protection Signage shall be mounted to all individual tree protection fences.

Based on the existing development and the condition and location of trees present on site, the following is recommended:

1. A Certified Arborist should supervise any excavation activities within the tree protection zone of these trees.

2. Any roots exposed during construction activities that are larger than 2 inches in diameter should not be cut or damaged until the project Arborist has an opportunity to assess the impact that removing these roots could have on the trees.

3. The area under the drip line of trees should be thoroughly irrigated to a soil depth of 24" every 3-4 weeks during the dry months.

F7

4. Mulch should cover all bare soils within the tree protection fencing. This material must be 8 inches in depth after spreading, which must be done by hand. I prefer course wood chips because it is organic, and degrades naturally over time.

5. Loose soil and mulch must not be allowed to slide down slope to cover the root zones or the root collars of protected trees.

6. There must be no grading, trenching, or surface scraping inside the driplines of protected trees, unless specifically approved by a Certified Arborist. For trenching, this means:

    a. Trenches for any underground utilities (gas, electricity, water, phone, TV cable, etc.) must be located outside the driplines of protected trees, unless approved by a Certified Arborist. Alternative methods of installation may be suggested.
    b. Landscape irrigation trenches must be located a minimum distance of 10 times the trunk diameter from the trunks of protected trees unless otherwise noted and approved by the Arborist.

7. Materials must not be stored, stockpiled, dumped, or buried inside the driplines of protected trees.

8. Excavated soil must not be piled or dumped, even temporarily, inside the driplines of protected trees.

9. Landscape materials (cobbles, decorative bark, stones, fencing, etc.) must not be installed directly in contact with the bark of trees because of the risk of serious disease infection.

10. Landscape irrigation systems must be designed to avoid water striking the trunks of trees, especially oak trees.

11. Any pruning must be done by a Company with an Arborist Certified by the ISA (International Society of Arboriculture) and according to ISA, Western Chapter Standards, 1998.

12. Any plants that are planted inside the driplines of oak trees must be of species that are compatible with the environmental and cultural requirements of oaks trees. A publication detailing plants compatible with California native oaks can be obtained from The California Oak Foundation's 1991 publication "Compatible Plants Under & Around Oaks" details plants compatible with California native oaks and is currently available online at: http://www.californiaoaks.org/ExtAssets/CompatiblePlantsUnder&AroundOaks.pdf.

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I certify that the information contained in this report is correct to the best of my knowledge and that this report was prepared in good faith. Please call me if you have questions or if I can be of further assistance.

Respectfully,

Michael P. Young

F9

urbantreemanagement inc.

ASSUMPTIONS AND LIMITING CONDITIONS

1. Any legal description provided to this arborist is assumed to be correct. No responsibility is assumed for matters legal in character nor is any opinion rendered as to the quality of any title.
2. This arborist can neither guarantee nor be responsible for accuracy of information provided by others.
3. This arborist shall not be required to give testimony or to attend court by reason of the information provided by this arborist unless subsequent written arrangements are made, including payment of an additional fee for services.
4. Loss or removal of any part of this report invalidates the entire report.
5. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by any other than the person(s) to whom it is addressed without written consent of this arborist.
6. This report and the values expressed herein represent the opinion of this arborist, and this arborist's fee is in no way contingent upon the reporting of a specified value nor upon any finding to be reported.
7. Sketches, diagrams, graphs, photos, etc., in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering reports or surveys.
8. This report has been made in conformity with acceptable appraisal/evaluation/diagnostic reporting techniques and procedures, as recommended by the International Society of Arboriculture.
9. When applying any pesticide, fungicide, or herbicide, always follow label instructions.
10. No tree described in this report was climbed, unless otherwise stated. This arborist cannot take responsibility for any defects which could only have been discovered by climbing. A full root collar inspection, consisting of excavating the soil around the tree to uncover the root collar and major buttress roots, was not performed, unless otherwise stated. This arborist cannot take responsibility for any root defects which could only have been discovered by such an inspection.

ARBORIST DISCLOSURE STATEMENT

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

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

Treatment, pruning and removal of trees may involve considerations beyond the scope of the arborist's services such as property boundaries, property ownership, site lines, disputes between neighbors, and other issues. Arborists cannot take such considerations into account unless complete and accurate information is disclosed to the arborist. An arborist should then be expected to reasonably rely upon the completeness and accuracy of the information provided.

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

Date: December 3, 2015

To: Kyle Perata, Menlo Park Planning Department

From: Billy McNair, 765 University Drive LLC

Regarding: Planning Application for 765 University Drive, Menlo Park

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Since we purchased 765 University Drive in June 2014 we have worked closely with our architects at Fergus, Garber & Young on a myriad of potential designs for the project. Over the past 18 months, we iterated on countless different designs. The City of Menlo Park has a density requirement for this property that mandates a minimum of four units so reducing the unit count was not an option. Accommodating the parking requirements for the four units while preserving the Coast Live Oak was a major challenge in the site design. In addition, the City's driveway design guidelines, back-up distance requirements and turn templates had to all be met as well.

We explored a number of designs that would have necessitated a variance or multiple variances but we did not pursue the designs because, even with the variances, they did not offer any additional protection of the heritage trees on site and in fact actually were detrimental to the Coast Live Oak. Even a variance reducing the minimum front setback wouldn't have saved the Douglas Fir because the building footprint has to be the current size in order to meet the parking requirements and shifting the footprint forward would still place the foundation within the root structure of the Douglas Fir. The two biggest constraints that were always at the forefront of any design for the site were: (1) protection and preservation of the Coast Live Oak and (2) meeting the City's parking requirements for on-site parking.

While we evaluated a number of different designs over the period, I will highlight two of the potential designs below as examples of concepts that were considered in an attempt to preserve the Douglas Fir but ultimately were dismissed because they both had insurmountable flaws.

Example 1: The same footprint as the proposed front structure but shifting the building to the far right (looking from the street) of the site to within 5' of the property.

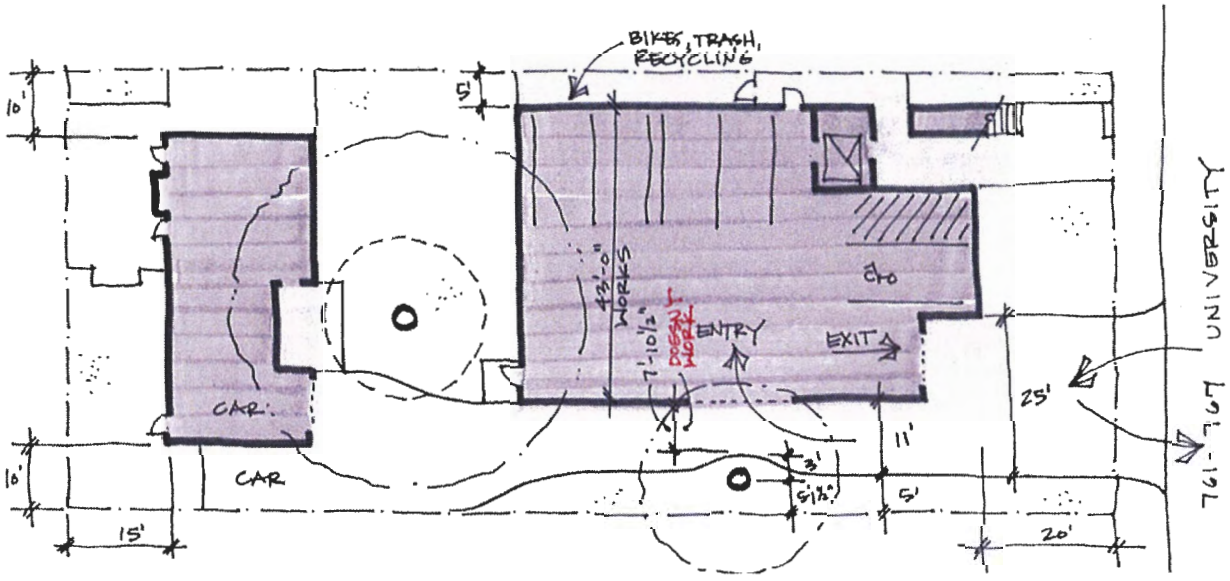
- This would require a variance to reduce the side setback from 10' to 5'.
- The driveway would be on the left side of the property instead of the right as it is in the proposed application.
- The problems with this design and why it was deemed unfeasible are:
    1. **This design would be detrimental to the Coast Live Oak as compared to the proposed design that has been submitted for approval.**
        - *Under this design the driveway and parking turn around for the rear unit would be twice as close to the Coastal Live Oak (just 8 feet away) as compared to the proposed plan (16 feet away) which would jeopardize the Oak.*
        - The existing driveway and garage on the site have always been in the same location as the proposed new driveway so the Oak's root system has already adapted to the paving and impervious areas that are there now – moving the driveway to the left side of the site would be both (a) closer and (b) damaging to the Oak.
        - This design would also necessitate greater pruning of the Oak due to the placement of the 2nd story on the rear unit being under the lowest part of the Oak canopy.
    2. **The Douglas Fir would be heavily stressed and thus still necessitate removal.**
        - Based on the exploratory trenching that was done of the Douglas Fir (see photos that follow), the root structure is significant and the grading and paving that would be done to accommodate the driveway in the immediate proximity of the Douglas Fir would cause too much stress to that tree. [See accompanying arborist notes on this proposed design]

- The Douglas Fir would be squarely in front of the entry in to the parking structure which would interfere with navigation in and out of the garage and the high vehicular traffic would also cause too much stress to the tree. There would be a narrow pinch point between the base of the tree and the building.

3. This design would require a variance and place the new 3-story structure closest to the single level home to the right of the property as opposed to the current design which moves it closer to the large, two-story apartment on the left of the site.

CONCLUSION re Example 1: This design would be more detrimental to the Oak than the proposed design and it would not save the Douglas Fir. Therefore, this design was eliminated in favor of the proposed design that has been submitted for approval that affords greater protection of the Oak and replaces the Douglas Fir with a number of well placed heritage trees on site.

Example 1 Diagram:

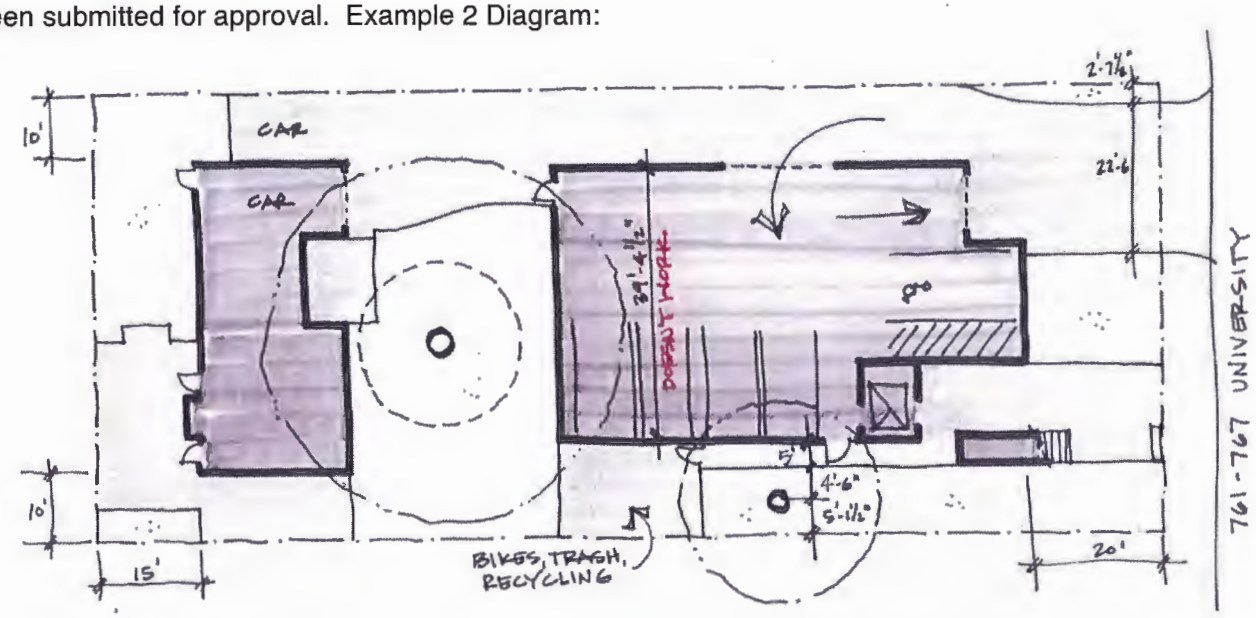


Example 2: Make the footprint of the proposed front structure narrower to increase the distance from the Douglas Fir in an attempt to retain the Douglas Fir.

- The parking requirements cannot be met with a narrower building footprint.
- The required ADA space doesn't comply because the loading zone is too narrow.
- The parking back up and turning radii don't meet the minimum guidelines because the width is only 39'4 1/2"

CONCLUSION re Example 2: This design was dismissed because it was not possible to meet the parking requirements for the site. Therefore, this design was eliminated in favor of the proposed design that has

been submitted for approval. Example 2 Diagram:



Photos of the Douglas Fir and its Root System Necessitating Construction-Related Removal

urbantreemanagement inc.

12/3/15

McNair Group
1155 Crane Street
Menlo Park, Ca 94025

Re: **Options Commentary 765 University Dr. Menlo Park, CA**

To Whom It May Concern:

Assignment

It was my assignment to review two Options to the existing Plan to assess retaining the Douglas fir on site.

Summary

I have reviewed Options 1 & 2 from FGY Architecture in efforts to contemplate saving the Douglas fir on site. I have repeatedly stated that I do not believe the Douglas fir is worth retention. Option 1 would compromise the Douglas fir and leave an unstable tree and further impacts the Coast Live Oak on site. Option 2 would put a grade beam 9'6" away from the root ball, which would compromise its stability. It would also put daily traffic under the fir and eventually cause its decline. I strongly believe the originally proposed option, and the removal of the fir, is the best option for the ultimate preservation of the magnificent rear Native Oak.

Discussion

Option 1 puts a driveway in an area that was previous undisturbed ground under the Oak and the fir. The installation of the driveway is impossible with the shallow fir roots and it stresses the Oak roots where previously there were no impacts. This option also flips the rear structure and mandates that a large branch, that was previously going to be retained, would now need to be removed from the rear Oak.

Option 2 still requires the installation of a paved walkway to get to the trash enclosure near the fir. The installation of this paved walkway will be detrimental to the fir roots. This option puts daily traffic under this tree where previously there was none.

In the end I see the removal of the fir as the best option to retain the rear Oak and to allow an opportunity to plant several new trees that will be more appropriate to this site.

Respectfully,

Michael P. Young

t650+321+0202 | f408+399+8063 | po box 97 los gatos ca 95031 | urbantreemanagement.com
contractors licence # 755989 | certified arborist WC 6A # 623 | certified tree risk assessor #1399

903 Roble Ave
Menlo Park, CA 94025
May 18, 2014

City of Menlo Park – Planning Dept
701 Laurel St
Menlo Park, CA 94025

Dear Menlo Park Planning Staff,

The property at 765 University Drive in Menlo Park is currently for sale. Because this property is a 66'x157' ft. lot (10,362 sf) that is zoned R3 and located "around the El Camino Real / Downtown Specific Plan Area", current zoning regulations permit up to six housing units, each unit up to 40' tall.

However, this property is also home to a 90-yr-old oak tree, with an approximate trunk circumference of 144 inches, over 4 times the size required to be classified as a "heritage tree" under City of Menlo Code Section 13.24. The oak is located in the back third of the lot, approx. 110' from the sidewalk and equidistant from the left and right property lines. The tree canopy almost completely covers the back half of the lot, and it's probable that the root system is similar in size. Viewed from Roble Ave or Florence Lane, the profile of the tree strongly resembles the City of Menlo Park logo.

The former owner of this property, Ursula, who lived at 765 University for over 80 years, fondly remembered the day her mother planted the tree, when Ursula was a just little girl. Ursula loved the tree, and lovingly hired professional tree trimmers every few years. She often encouraged neighbor children to play in the shade of the oak. The tree is beautiful and healthy and an asset to the entire neighborhood.

Many of the neighbors in this area, led by Jeannine Gauthier, feel strongly that any future development of the property should preserve this wonderful heritage oak tree. We understand that the City of Menlo Park wants to encourage denser development in the downtown area, and are reconciled to the possibility of more than one housing unit being built on this lot.

However, we will fight tenaciously, using all means available to us, against any development proposal that includes removal of the heritage oak, or that puts the tree at risk.

Sincerely,

Jeannine & Eric Gauthier
903 Roble Ave

PS - I gathered these signatures in one evening. Given more time, I could organize more neighbors willing to fight to preserve this heritage tree.

Mara Goldman
915 Roble Ave

P.T. Schroeder
735 University Dr.
Menlo Park CA. 94025

Scott Michelson
910 Roble Ave

Steve & Lisa Goldman
927 Roble Ave

Adam Goldman
915 Roble Ave

Cc: Michael Dreyfus, Designated Officer

H1

Heritage oak at 765 University Drive, Menlo Park

H2

Jeannine Gauthier
903 Roble Ave
Menlo Park, CA 94025

City of Menlo Park - Planning Dept
701 Laurel St.
Menlo Park, CA 94025

H4

Rogers, Thomas H

From: Ric Vogelsang <hibdysurf@gmail.com>
Sent: Sunday, September 06, 2015 7:56 PM
To: Rogers, Thomas H; Perata, Kyle T
Cc: Billy McNair
Subject: Plans for 765 University Dr, Menlo Park CA

Thomas and Kyle,

After meeting with Billy McNair last week to review the plans for new construction at 765 University Dr, Menlo Park, I am writing to provide my support of the plans that he indicated would be submitted to the City for review and action.

My home is located two houses south of 765 University Dr. and while the new units will not be seen from our home the design should enhance the visuals of the surrounding neighborhood. My major concern going into the meeting was the preservation of the heritage oak tree in the back of the lot - which was addressed to my satisfaction. From our discussion the oak will remain - albeit with some needed pruning.

And although I dislike the idea of any large tree being removed, I agreed with McNair that the cedar tree in the front of the lot has not been cared for over the years and as such it's removal meets with my approval... provided of course that a tree be planted on the lot to replace it.

If you have any questions please let me know.

Regards,

Carl Vogelsang
721 University Dr., Menlo Park, CA
Ph: 650-321-4757

Rogers, Thomas H

From: jeannine.thomas@yahoo.com
Sent: Monday, September 07, 2015 12:18 PM
To: Rogers, Thomas H; Perata, Kyle T
Cc: Billy McNair
Subject: Letter in support of McNair project at 765 University
Attachments: LetterMenloParkPlanning-Sep15.pdf

Hello Mr. Rogers and Mr. Perata,

I've written the attached letter in support of Billy McNair's development proposal at 765 University.

I believe Mr. McNair and his architects have done an excellent job to meet the city's requirement for at least four units on this 10,000 sq.ft. lot, while also preserving the wonderful 90-yr-old heritage oak tree that spans nearly the entire back portion of the lot.

I look forward to reading the planning commission staff report.

Thanks,
Jeannine Gauthier

903 Roble Ave
Menlo Park, CA 94025
Sep 7, 2015

Thomas Rogers & Kyle Perata
City of Menlo Park – Planning Dept.
701 Laurel St
Menlo Park, CA 94025

Dear Mr. Rogers & Mr. Perata,

We are writing to express our support for Billy McNair's development proposal at 765 University Ave in downtown Menlo Park.

The lot at 765 University Ave, which is slightly over 10,000 sq.ft, currently has a small single-family home in poor condition. Behind the home is a huge 90-yr-old heritage oak tree, with a canopy that extends nearly the entire width of the lot and a trunk circumference of 144", approx. four times the minimum size defined by the heritage tree ordinance.

In May 2014, when the property was for sale, we wrote a letter to the planning commission expressing our strong belief that any future development on this lot should preserve this heritage oak tree. The letter was also signed by seven residents of the immediate neighborhood.

Since Mr. McNair completed the purchase of the property, he met with me several times, to listen to our concerns about preservation of the heritage oak tree and share tentative design ideas. Two weeks ago, he showed me his most recent plans. We believe Mr. McNair and his architects have done an excellent job to meet the city's requirement for denser development in the downtown area, while still preserving the heritage oak tree.

We understand that Mr. McNair's plans require removal of a much smaller heritage cedar tree on the southeast edge of the lot. However, we cannot not imagine any way to place the minimum required four units on this lot while keeping both heritage trees, and we believe that any reasonable person who looked at the lot would prefer to preserve the much larger & very healthy heritage oak tree rather than the smaller cedar tree.

We believe this four-unit development at 765 University will meet the city's goals both for denser development in the downtown area and preservation of the largest and healthiest heritage trees that give our city character.

Sincerely,

Jeannine & Eric Gauthier
903 Roble Ave

H6

Rogers, Thomas H

From: Eli Collins <eli.collins@gmail.com>
Sent: Wednesday, August 26, 2015 1:45 PM
To: Rogers, Thomas H; Perata, Kyle T
Cc: billy@mcnairgroup.com; Alison Wong
Subject: 765 University

Hi Kyle, Thomas,

My wife Alison and I are residents of downtown Menlo Park. We moved to MP from SF 5 years ago, spent 4 years in a rental unit on Oak Ln and bought our current home at 742 Live Oak Ave a year ago.

I'm writing because we recently reviewed the plans for 765 University (just down the block from our home) with Billy and wanted to express our enthusiastic support for the project. We think this sort of development benefits our neighborhood -- which is sorely in need of more modern, vibrant housing. We hope the planning department continues to support these types of efforts.

Best regards,
Eli Collins & Alison Wong

886 Roble Ave. #3
Menlo Park, 94025

12/5/15

Dear Ms Biederata,

This is a follow-up to our conversation the other day about the beautiful Douglas fir tree on the property at 765 University Dr. I am looking at it from my window as I write. Surely a way can be found to build without destroying this gentle giant. Please tell the planners to go back to their drawing boards.

My words may be mild, but I feel strongly about this, and I know I'm not alone. Sincerely, Marilyn Thomson

H8

STAFF REPORT

Planning Commission
Meeting Date: **12/14/2015**
Staff Report Number: **15-036-PC**

Public Hearing: **Use Permit/OMT Therapeutics, Inc./1490 O'Brien Drive**

Recommendation

Staff recommends that the Planning Commission approve a use permit to allow the use and storage of hazardous materials associated with the research and development (R&D) for the treatment of cancer and infectious diseases, located in an existing building in the M-2 (General Industrial) zoning district, at 1490 O'Brien Drive. The recommended actions are contained within Attachment A.

Policy Issues

Each use permit request is considered individually. The Planning Commission should consider whether the required use permit findings can be made for the proposal.

Background

Site location

The subject parcel is located at 1490 O'Brien Drive, which is Building 10 of the Menlo Business Park. This building is a multi-tenant facility, and OMT Therapeutics, Inc. would be located in Suite D and G. Auxogen/Progyny is located in Suite A (combined suites A, B, and E), and received Planning Commission approval of a use permit to store and use hazardous materials within the facility in November 2010. Lagunita is located within the combined suites C, G, and H, and uses hazardous materials below the use permit thresholds.

Adjacent parcels to the north, east, and west, (using O'Brien Drive in an east to west orientation) are also located in the M-2 zoning district, and primarily contain warehouse, light manufacturing, R&D, and office uses. Single-family residences in the City of East Palo Alto are located directly south of the business park. These parcels front onto Kavanaugh Drive and many of the residential dwelling units are approximately 85 feet from the subject building. The subject building is located approximately 475 feet from Costano Elementary School, which is east of the project site, and approximately 650 feet from Green Oaks Academy (grades K-5) and Cesar Chavez Elementary School (grades 6-8), which are located on a shared campus to the southwest of the project site. Both school sites are located within the City of East Palo Alto. In addition, a preschool (Casa dei Bambini) is located at 1215 O'Brien Drive, which is located approximately 1,600 feet from the subject building. A location map is included in Attachment B.

Analysis

Project description

The applicant is requesting a use permit for the storage and use of hazardous materials associated with its R&D operations. OMT Therapeutics is developing antibodies for the treatment of cancer and infectious diseases. Previously, the company was located in Menlo Labs 1 (1455 Adams Drive) and is expanding its operations within Menlo Park by moving to 1490 O'Brien Drive. Menlo Labs is an incubator building that where the property owner holds and ensures compliance with a use permit for the use and storage of hazardous materials, allowing small businesses to begin operations fairly quickly. The goal of Menlo Labs is to help companies begin operations quickly and grow within Menlo Park. OMT is one of a number of businesses that have relocated from Menlo Labs to other suites within the Menlo Business Park and the larger M-2 area of Menlo Park. The applicant has submitted a project description letter that discusses the proposal in more detail (Attachment C)

Hazardous materials

Proposed hazardous materials include combustible liquids, corrosives, cryogenics, toxics, highly toxic chemicals, oxidizers, non-flammable gases, and flammable liquids. The project plans (Attachment D) provide the locations of chemical use and storage, as well as hazardous waste storage. In addition, the plans identify the location of safety equipment, such as fire extinguishers, first aid kits, emergency eyewash/shower, and spill kits. All hazardous materials would be used and stored inside of the building.

The Hazardous Materials Information Form (HMIF) for the project is provided as Attachment E. The HMIF contains a description of how hazardous materials are stored and handled on-site, including the storage of hazardous materials within fire-rated storage cabinets, segregated by hazard class. The applicant indicates that the storage areas would be monitored by lab staff and weekly documented inspections would be performed. The largest waste container would be a five-gallon container, and all liquid wastes would be secondarily contained. Licensed contractors are intended to be used to haul off and dispose of the hazardous waste. The HMIF includes a discussion of the applicant's intended training plan, which encompasses the handling of hazardous materials and waste, as well as how to respond in case of an emergency. The applicant indicates that the procedures for notifying emergency response personnel and outside agencies are kept in the site's emergency response plan. A complete list of the types of chemicals is included in Attachment F.

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

Agency review

The Menlo Park Fire Protection District (MPFPD), 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. Each entity found the proposal to be in compliance with all applicable standards and approved the proposal. Their correspondence has been included as Attachment G.

Correspondence

Staff has not received any items of correspondence on the proposed 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 HMIF and chemical inventory include a discussion of the applicant's training plan and protection measures in the event of an emergency. Relevant agencies have indicated their approval of the proposed hazardous materials uses on the property. The proposed use permit would allow an existing business to continue to grow in Menlo Park and would accommodate its future growth. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

The project sponsor is required to pay Planning, Building and Public Works permit fees, based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the project.

Environmental Review

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

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Public notification also consisted of publishing a notice in the local newspaper and notification by mail of owners and occupants within a 1,320-ft radius of the subject property.

Attachments

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

Report prepared by:
Kyle Perata, Senior Planner

Report reviewed by:
Thomas Rogers, Interim Principal Planner

LOCATION: 1490 O'Brien Drive	**PROJECT NUMBER:** PLN2015-00104	**APPLICANT:** OMT Therapeutics, Inc.	**OWNER:** Menlo Prehc 1 LLC Et Al

REQUEST: Use Permit/OMT Therapeutics, Inc./1490 O'Brien Drive: Request for a use permit for the use and storage of hazardous materials associated with the research and development of therapeutics for the treatment of cancer and infectious diseases, located in an existing building in the M-2 (General Industrial) zoning district. All hazardous materials would be used and stored within the building.

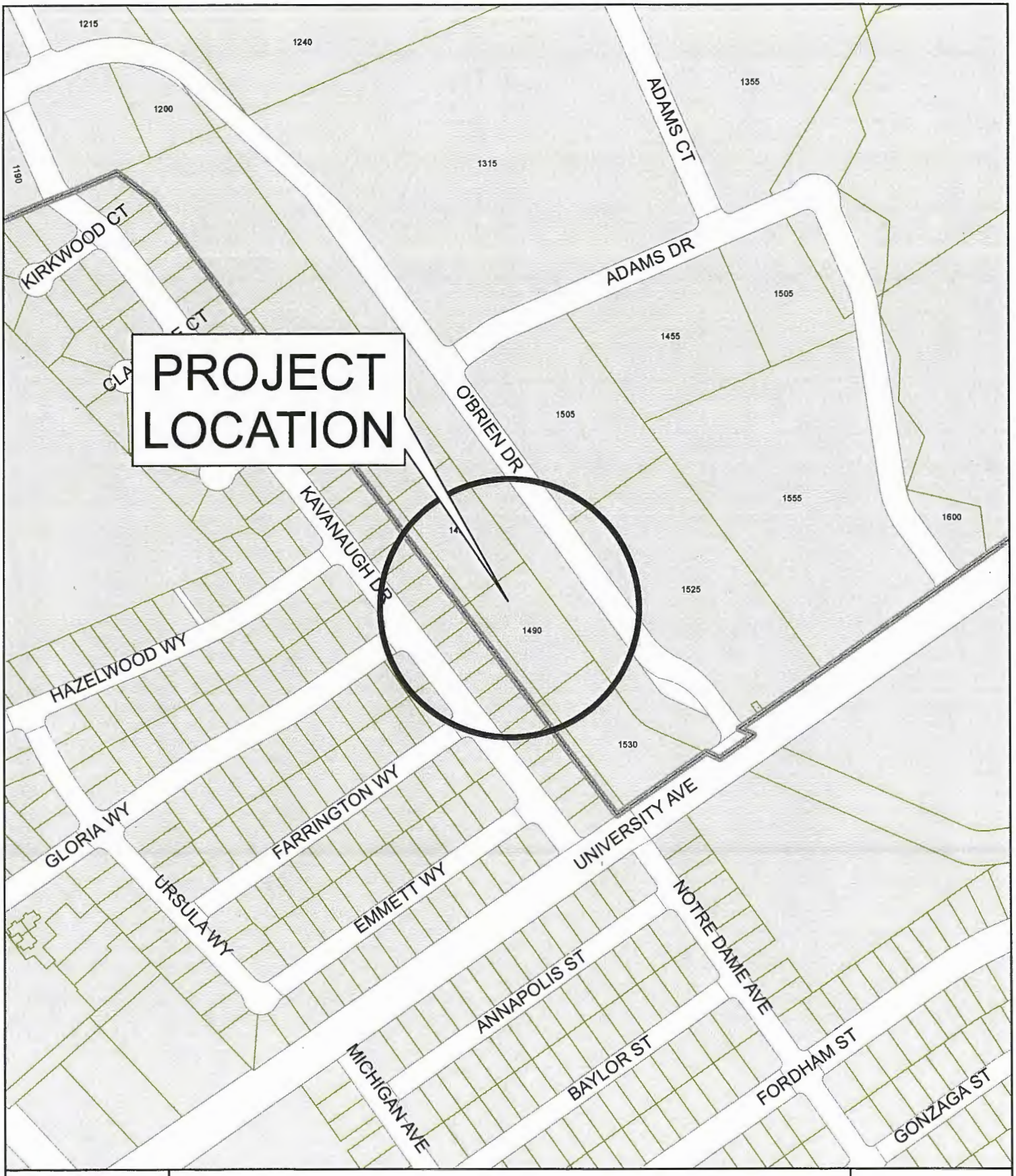
DECISION ENTITY: Planning Commission	**DATE:** December 14, 2015	**ACTION:** TBD

VOTE: TBD (Combs, Ferrick, Goodhue, Kadvany, Kahle, Onken, Strehl)

ACTION:

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 Green Environment, Inc., consisting of seven plan sheets, dated received December 9, 2015, and approved by the Planning Commission on December 14, 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.

A1



CITY OF MENLO PARK

CITY OF MENLO PARK

LOCATION MAP

1490 O'BRIEN DRIVE

B1

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

Business Description
October 2015

OMT Therapeutics, Inc. (OMTT) is developing antibodies for the treatment of cancer and infectious diseases.

OMTT is relocating its operations from 1455 Adams Drive, Menlo Park, CA to 1490 O'Brien Drive, Menlo Park, CA to accommodate expanded R&D efforts and hiring plans. The new facility is significantly larger but only a few hundred yards by foot from the company's current, highly desirable location in east Menlo Park.

The new facility at 1490 O'Brien will house all current and future employees and be the company's headquarters. OMTT currently has nine (9) employees in Menlo Park and expects to grow to seventeen (17) employees in Menlo Park over the next three (3) years.

Half of OMTT's employees today, and 10/17 in the future, will work in the lab and use chemicals for R&D.

As part of its R&D, OMTT uses small quantities of some hazardous materials in a properly equipped chemistry lab on the 1st floor. We use these materials in an appropriately exhausted space or under fume hoods. We use small quantities of chemicals such as acids and methanol and various solvents, including isopropyl alcohol. Container sizes for most hazardous substances are one gallon or less.

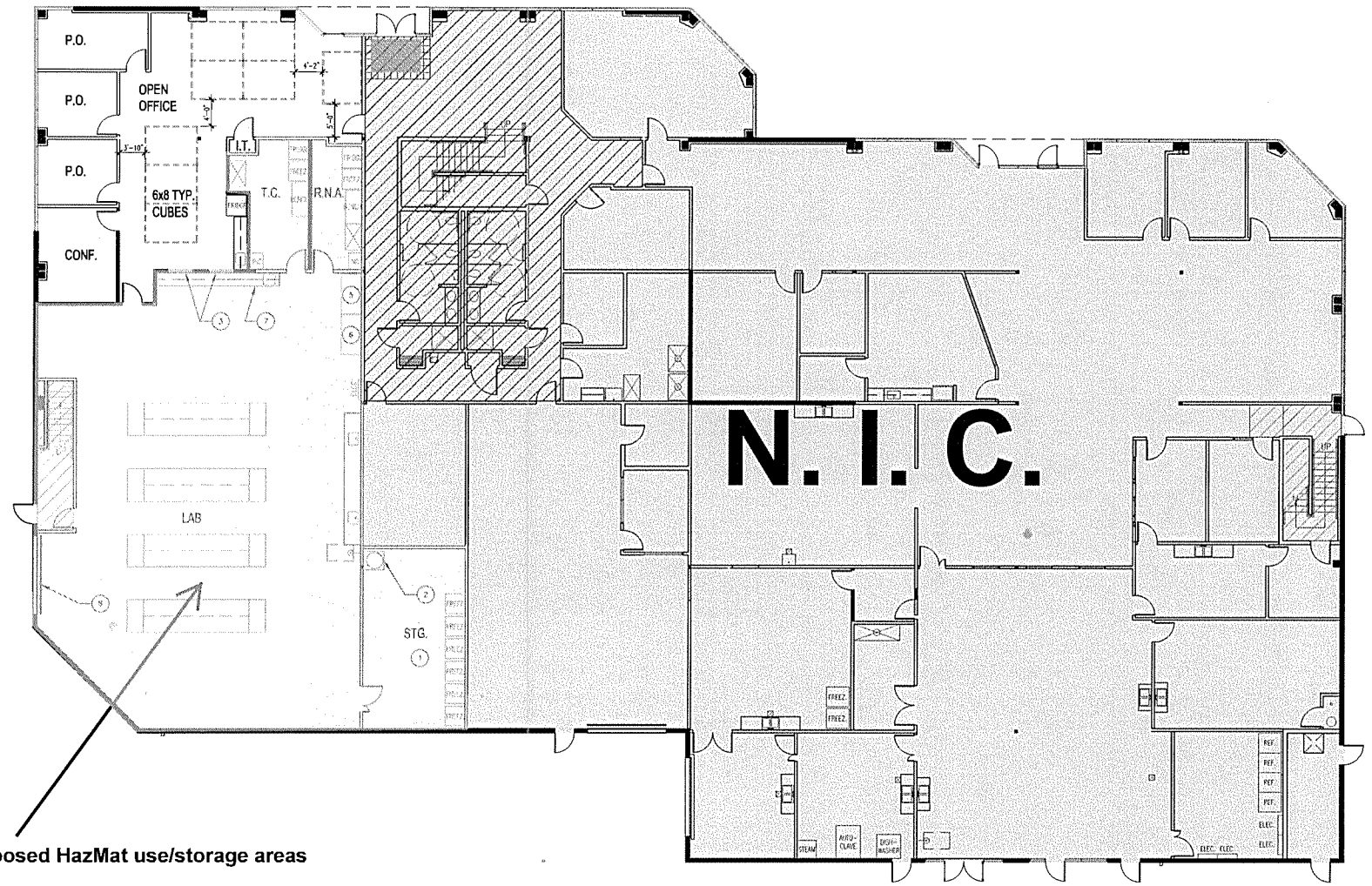
We do not anticipate that we will need an air emission permit nor a wastewater discharge permit for this facility.

Common carriers will deliver chemicals approximately two-times per week. Licensed haulers remove hazardous waste, generally on a bi-monthly basis.

C1

Distances are approximate per Google Earth 2015.

Legend.	GEI Green Environment inc. www.greenenvironment.com	Drawing Name: SITE MAP - OMT	Drawn by: KA
			Date: 10-19-2015
			Scale:
		Address: 1490 O'Brien Drive, Menlo Park, California	Job #: R151136
			Figure #: Figure 1



Proposed HazMat use/storage areas

LEGEND

- (N) WALL
- (E) WALL
- (E) SKYLIGHT
- NOT IN SCOPE

TOTAL:

8 CUBICLES
3 PRIVATE OFFICES

SHEET NOTES

1. (N) ACOUSTIC CLNG. OR HARD LIDS TO ALIGN. W/ (E)
2. LN2 TANK STG. ø30"
3. VIEWING WINDOW 4' TALL x 4' WIDE @ 42" A.F.F.
4. CENTRAL VACUUM SYSTEM ALT APPLY TO WHOLE SUITE
5. AUTOCLAVE W/ FLOOR DRAIN
6. ICE MACHINE W/ FLOOR DRAIN
7. (N) CASEWORK W/ SINK
8. (N) GLASS ROLL-UP DOOR

N

D2

TARLTON

FIRST FLOOR PLAN

OMT 1490 O'BRIEN DR, MENLO PARK

A2.01

Notes added by GEI
10/23/15

DATE: 10/01/15
SCALE: 1/16"=1'-0"

DES ARCHITECTS + ENGINEERS

TARLTON

FIRST FLOOR PLAN

OMT 1490 O'BRIEN DR, MENLO PARK

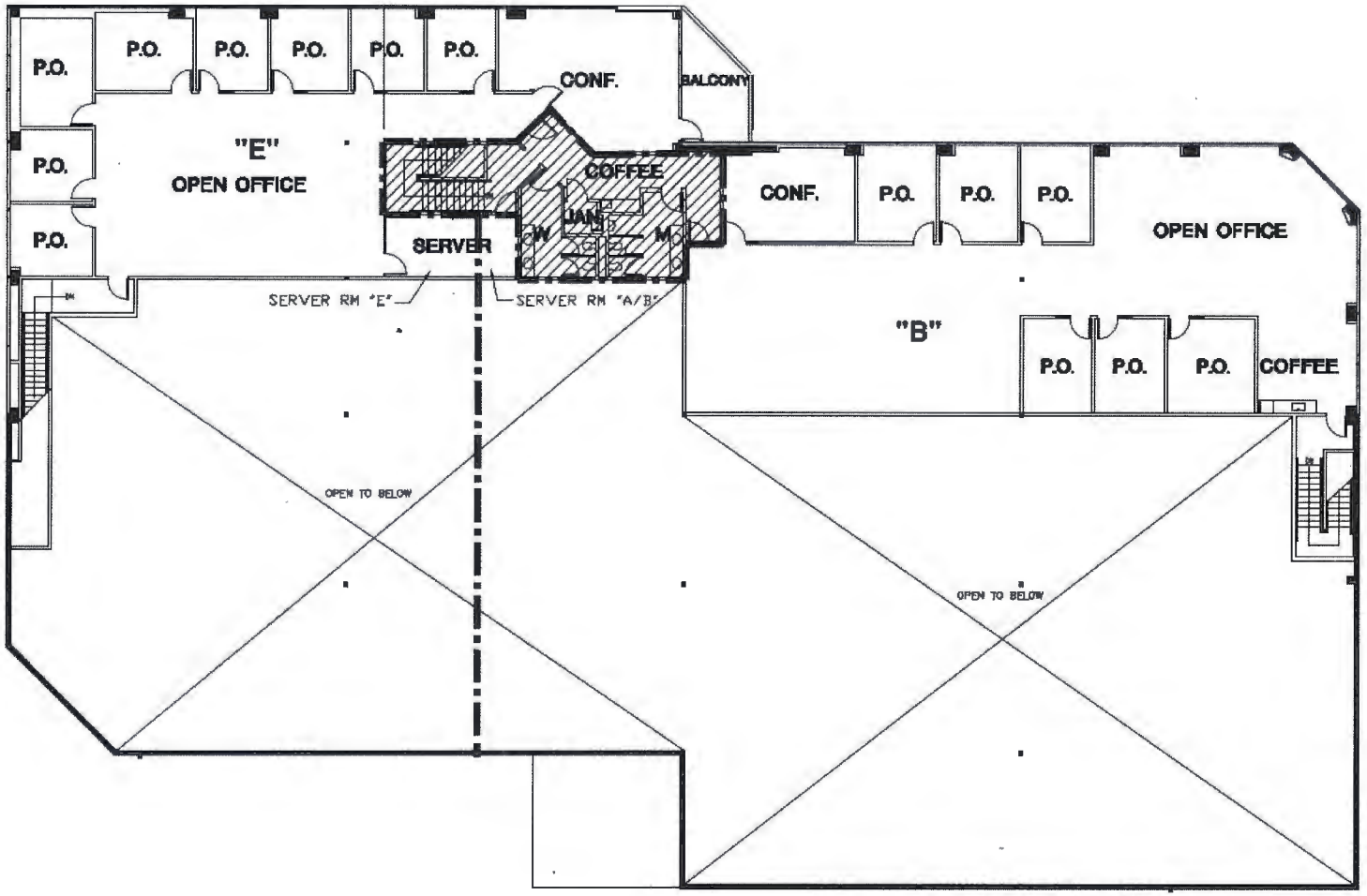
A2.01 HMBP

Notes added by GEI 10/23/15

DATE: 10/01/15

SCALE: 1/16"=1'-0"

DES ARCHITECTS ENGINEERS



For Reference Only

TARLTON PROPERTIES

EXCLUSIVE AGENTS
TEL. 650.330.3600
FAX. 650.330.3636

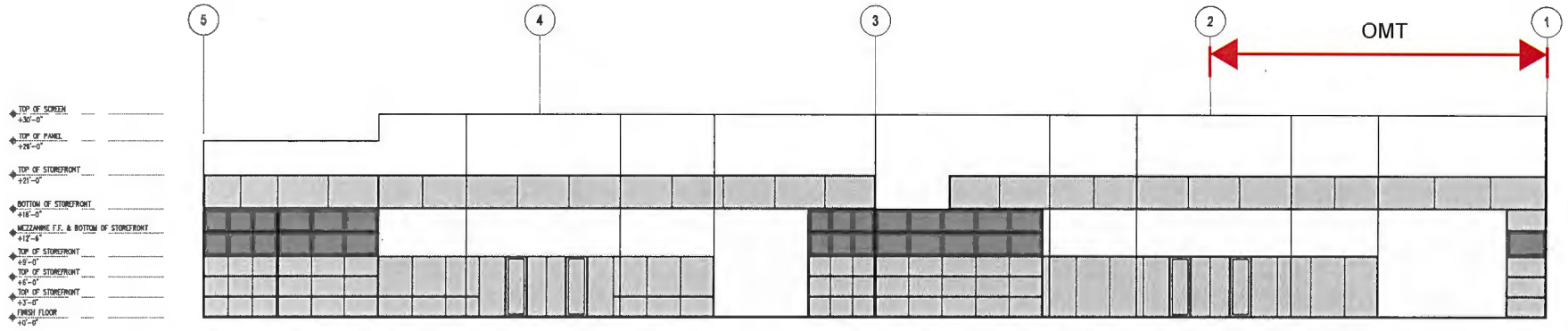
1490 O'Brien Drive, Menlo Park

Second Level Floor Plan

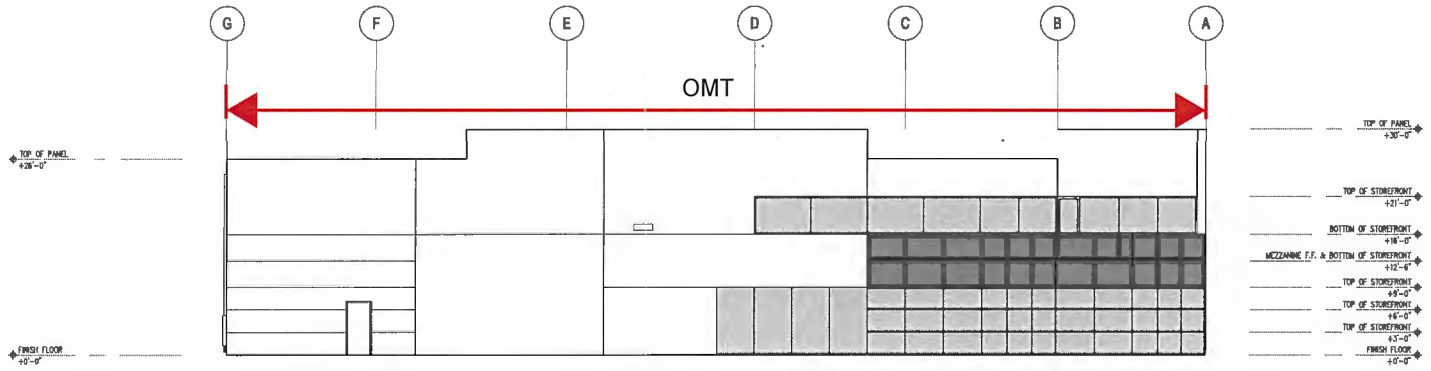
DATE: August 28, 2013

MENLO · BUSINESS · PARK

BUILDING 10



NORTH ELEVATION



EAST ELEVATION

TARLTON For Reference Only

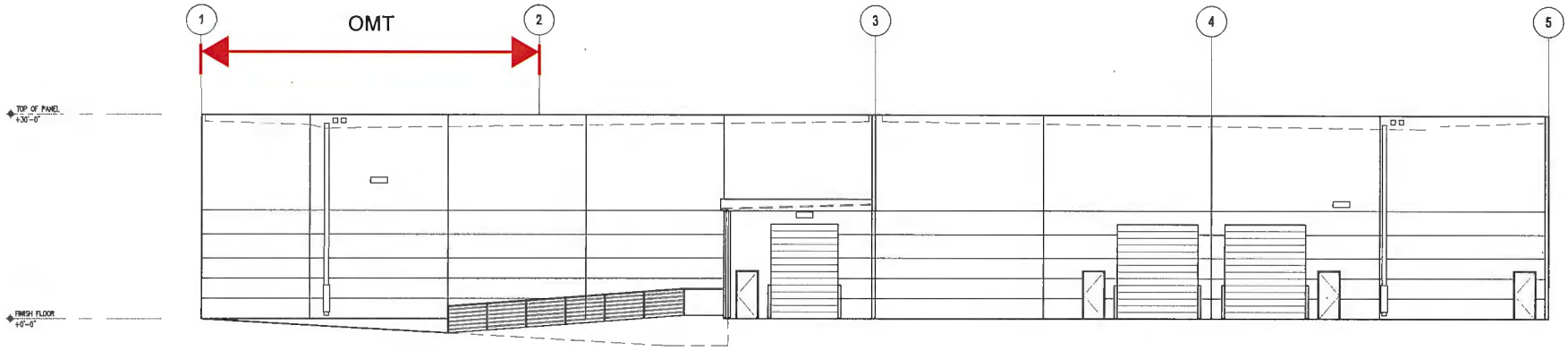
EXTERIOR ELEVATIONS

OMT 1490 O'BRIEN DR, MENLO PARK

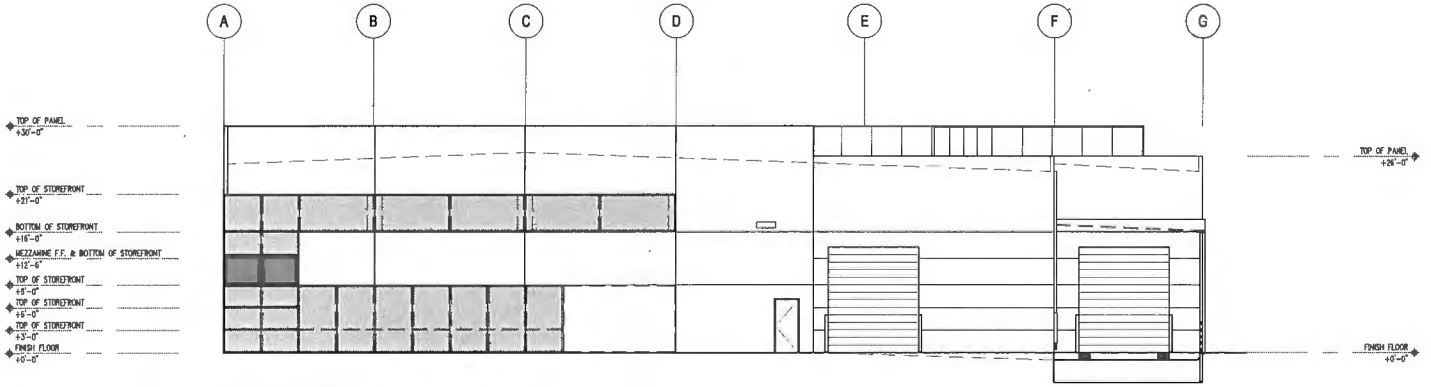
Notes by GEI
10/16/15

SHEET NUMBER: A4.01
DATE: 09/30/15
SCALE: 1/16"=1'-0"

DES ARCHITECTS ENGINEERS



SOUTH ELEVATION



WEST ELEVATION

D6

TARLTON

For Reference Only

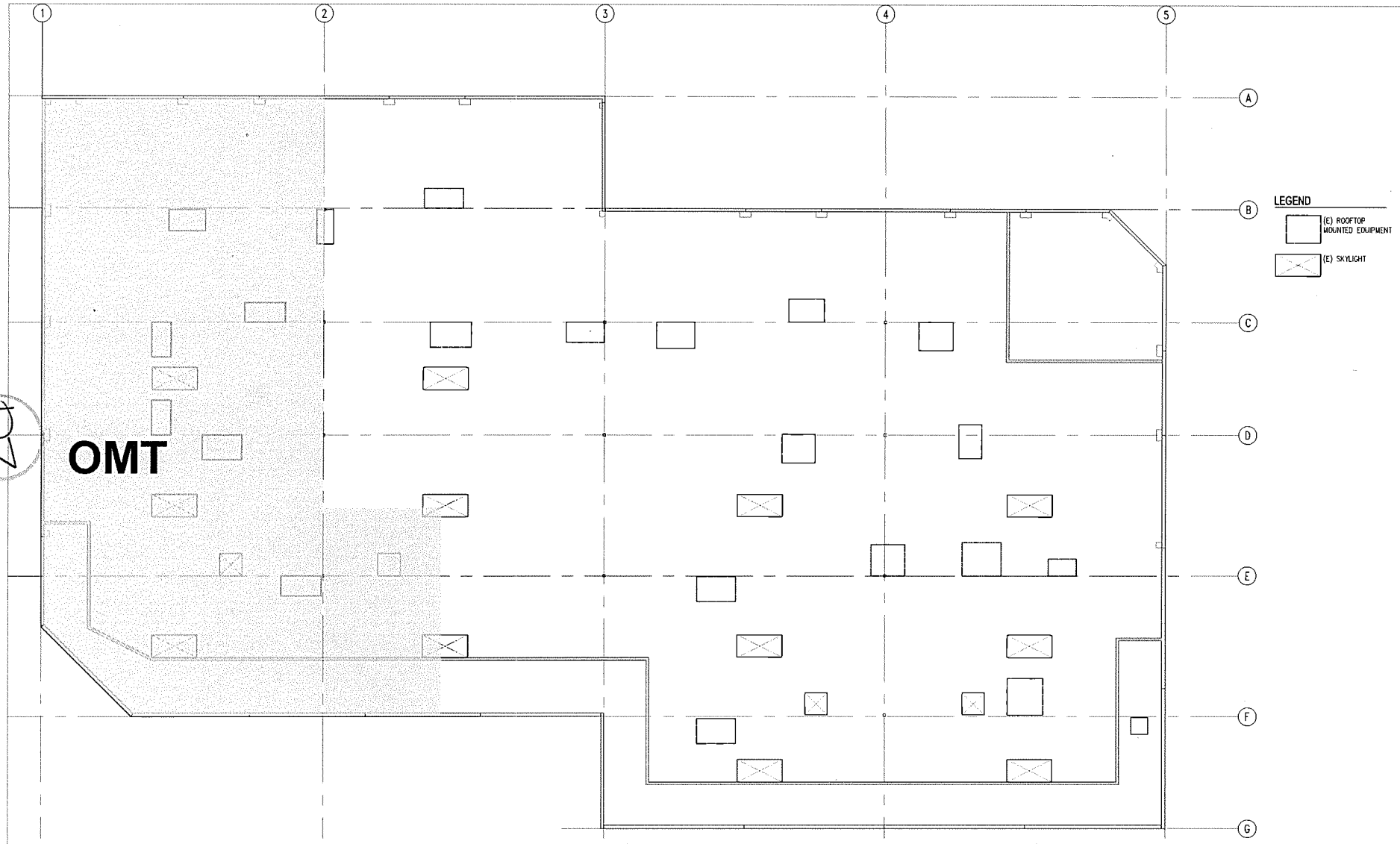
EXTERIOR ELEVATIONS

OMT 1490 O'BRIEN DR, MENLO PARK

Notes by GEI
10/16/15

SHEET NUMBER: A4.02
DATE: 09/30/15
SCALE: 1/16"=1'-0"

DES ARCHITECTS ENGINEERS



A7

TARLTON

For Reference Only

ROOF PLAN

OMT1490 O'BRIEN DR, MENLO PARK

Notes by GEI
10/16/15

SHEET NUMBER: A3.01
DATE: 09/30/15
SCALE: 1/16"=1'-0"

DES ARCHITECTS ENGINEERS

CITY OF MENLO PARK

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

HAZARDOUS MATERIALS INFORMATION FORM

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

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

   Please see attached spreadsheet.

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

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

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

   The largest waste container will be 5-gallon capacity. All liquid wastes are secondarily contained, and a Spill Kit is stored on site.

E1

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. If OMT qualifies as a Very Small Quantity Generator, they may use the San Mateo County VSQG disposal program.

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

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

   Lab employees receive training on management of chemicals and waste. All employees receive training on what do do in case of emergencies, including chemical spills. The site's emergency response plan includes procedures to notify first responders and make reports to outside agencies. 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 (currently Katherine Harris) 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.
   The SFPUC, due to proximity to Hetch Hetchy pipeline, will be included in emergency call list.

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

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

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

   Stanford Hospital, Palo Alto

OMT Therapeutics, Inc.

Chemical	Primary Hazard	Secondary Hazard	S, L or G?	Current Storage Quantity	Projected Storage Quantity	Largest Container Size
Acetic acid, glacial	Comb II	corrosive	L		1 gal	
Carbenincillin	Comb II		L	25ml	1 L	25ml
DIMETHYLFORMAMIDE, ANHYDROUS, 99.8%	Comb II	harmful by skin	L	50 ml	1 L	50ML
Formic acid	Comb II	corrosive	L		1 L	
N,N-DIMETHYLFORMAMIDE ANHYDROUS	Comb II	harmful by skin	L	100ML	1 L	100ML
VWR BATH ALGICIDE CLEAR 8OZ	Comb II	toxic	L	8oz	1 L	8oz
				Total Combustible II Liquids	***2.5 gal***	
2-MERCAPTOETHANOL (25ML)	Comb IIIA	Highly toxic	L	25 ml	1 L	25 ml
4,4'-DDT	Comb IIIA	toxic	S	25 g	1 L	25 g
BISPHENOL A (500G)	Comb IIIA	corrosive	S	500 g	1 L	500 g
				Total Combustible IIIA Liquids	***< 1 gal***	
(±)-A-TOCOPHEROL	Comb IIIB		L	20ML	1 L	20ML
1,2-PROPANEDIOL (PROPYLENE GLYCOL) 25ML	Comb IIIB		L	12.5 ml	1 L	25 ml
3-(N-morpholino)propanesulfonic acid (MOPS)	Comb IIIB		S		1 kg	
BDH GLYCEROL 1L	Comb IIIB	irritant	L	2 liter	4 L	1 liter
DIMETHYL SULFOXIDE	Comb IIIB	target organ eff	L	25ML	1 L	50 ml
DL-Dithiothreitol for electrophoresis	Comb IIIB	toxic		10g	1 L	5g
ethylene glycol	Comb IIIB		L		1 gal	
GLYCEROL	Comb IIIB	irritant	L	3.5LITER	1 gal	1 liter
GLYCEROL, 100%	Comb IIIB	irritant	L	2L	1 gal	1L
Glycine	Comb IIIB			150g	1 L	100g
Imidazole	Comb IIIB	corrosive	S		1 L	
n,n diethyl 3 methylbenzamide	Comb IIIB		S	100ml	1 L	100ml
SYPRO Orange Protein Gel Stain (5,000x concentrate i	Comb IIIB		L	0.5mL	1 L	0.5mL
TRIS(2-CHLOROETHYL) PHOSPHATE	Comb IIIB		L	2ML	1 L	2ML
TRIS(2-CHLOROETHYL) PHOSPHATE	Comb IIIB		L	17.6ML	1 L	17.6ML
TRITONX-100 250ML	Comb IIIB	irritant	L	350ML	1 L	250 ml
				Total Combustible IIIB Liquids	***7 gal***	
4- benzenesulfonyl fluoride hydrochloride (AEBSF)	corrosive		S		1 g	
Coomassie Plus Protein Assay	corrosive		L		1 L	
HYDROCHLORIC ACID 3N (1L)	corrosive		L	1 liter	1 L	1 liter
Hydrochloric acid 6 N	corrosive		L		1 L	
Instant Blue Protein Stain	corrosive		L		1 L	
PERFLUOROOCTANOIC ACID	corrosive	harmful by inge	S	5 g	5 g	5 g
phenylmethanesulfonylfluoride (PMSF)	corrosive	toxic	S		1 g	
Phosphoric acid solution (85%)	corrosive		L		500 ml	
Potassium Hydroxide	corrosive			600g	600 g	500g
Protease inhibitor cocktail set I	corrosive	toxic		500g	500 g	
Protease Inhibitor cocktail set II	corrosive	toxic		500g	500 g	
Protease Inhibitor cocktail set III, EDTA free	corrosive	toxic		500g	500 g	
Protease Inhibitor cocktail set V, 50x	corrosive	toxic		500g	500 g	
Proteinase, bacterial, type XXIV	corrosive			500g	500 g	
SODIUM HYDROXIDE (1.0N SOLUTION)	corrosive		L	100 ml	250 mL	100 ml
SODIUM HYDROXIDE PELLETS (500G)	corrosive		S	500 gm	500 g	500 gm
SULFURIC ACID	corrosive	WR2, tox, OX1	L	500ml	500 ml	500ml
Trichloroacetic acid (TCA)	corrosive		S		100 g	
Trichloroacetic acid (TFA)	corrosive	toxic	L		500 ml	
Tris (2-carboxyethyl) phosphine hydrochloride	corrosive			20g	20 g	10g
TRIS(CARBOXYETHYL)PHOSPHINE HYDROCHLORIDE	corrosive		S	1 gm	2 g	2 gm
Zinc chloride	corrosive	toxic	S		100 g	
Zinc sulfate	corrosive		S		100 g	
				Total Corrosives	***1.5 gal + 8.5 lb***	
				Total Corrosives including sec hazards	***1.5 gal + 9.7 lb***	

Chemical	Primary Hazard	Secondary Hazard	S, L or G?	Current Storage Quantity	Projected Storage Quantity	Largest Container Size
180 LITER LIQUID NITROGEN (22psi, 4086CF)	cryo		L	180 L	180 L	180 L
				Total Inert Cryogenic	*48 gal*	
CADMIUM SULFATE	toxic	carcinogen	S	100g	100 g	100g
Guanidine HCL, 8.0 Molar	toxic				500 mL	
GUANIDINE HYDROCHLORIDE (25G)	toxic		S	1 kg	25 g	25 gm
GUANIDINE HYDROCHLORIDE, 10M	toxic		L	1 ml	5 mL	1 ml
Iodoacetamide	toxic			25g	25 g	
Iodoacetic acid	toxic	corrosive		50g	50 g	
				Total Toxic	*1.6 lb*	
				Total toxic including secondary hazards	*2.9 lb*	
SODIUM AZIDE	Highly toxic		S	600 g	1000 g	500 g
SODIUM AZIDE	Highly toxic		L	500ml	500 ml	500ml
				Total Highly Toxic	*3.3 lb*	
LITHIUM PERCHLORATE (5G)	OX2		S	2.5 gm	5 g	5 gm
				Total Oxidizers	*< 1 lb*	
CARBON DIOXIDE USP 50LB : 5% CARBON DIOXIDE, 19	NFG	asphyxiant	G	213 CF	426 cf	213 CF
				Total non-flammable gas	*426 cf*	
Sodium dodecyl sulfate	Flam solid	corrosive	S	0	1.1 lb	
2,3,7,8-TETRACHLORODIBENZO-P-DIOXIN SOLUTION	Flam IB		L	1 ml	16 L	4 liter
Acetone	Flam IB		L	0	1 gal	
ACETONITRILE (100ML)	Flam IB	target organ eff	L	100 ml	1 gal	2 ml
ATRAZINE (2ML)	Flam IB	target organ eff	L	2 ml	1 L	500 ml
BDH ISOPROPYL ALCOHOL 99% 4L; CASE OF 4	Flam IB	irritant	L	5.2 liter	5 gal	
Biotinylation kit, Cleavable	Flam IB	toxic		25g	50 g	100 ml
ETHANOL 96% 4L	Flam IB		L	17.5L	1 gal	1 liter
ETHYL ALCOHOL 200ACS 1L	Flam IB		L	0.4LITER	1 gal	4 liter
ETHYL ALCOHOL, 200 PROOF, 99.5% A.C.S.	Flam IB		L	1 liter	10 gal	4 liter
HAZARDOUS WASTE-FLAMMABLE LIQUIDS	Flam IB		L	20 liter	5 gal	4 liter
METHANOL GR ACS RGT 500ML	Flam IB	target organ eff	L	1300ML	1 gal	1 ml
n-Butanol	Flam IC		L	0	1 gal	
				Total Flammable Liquids IB	*31 gal*	

F2

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

AGENCY REFERRAL FORM
RETURN DUE DATE: Monday, November 23, 2015

DATE: November 9, 2015

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

Applicant	OMT Therapeutics, Inc.
Applicant's Address	1455 Adams Drive, Suite 317, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-508-8018 (Ellen Ackerman, EHS Consultant)
Contact Person	Ellen Ackerman
Business Name	OMT Therapeutics, Inc.
Type of Business	R&D for development of antibodies for the treatment of cancer and infectious diseases.
Project Address	1490 O'Brien Drive, Menlo Park, CA 94025

FOR OFFICE USE ONLY

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

☑ The Fire District has reviewed the applicant's plans and use of listed hazardous materials/chemicals and has found the proposal to be in compliance with all applicable Fire Codes.

☐ The Fire District has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures).

The applicant's proposal has been reviewed by the Menlo Park Fire Protection District by:

Signature/Date	Name/Title (printed)
[signature]	Gordon Simpkinson Contract Fire Inspector

Comments: FIRE PERMITS WILL BE APPLIED FOR MOVE IN AND 4TH ANNUAL RENEWAL THEREAFTER.

G1

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

AGENCY REFERRAL FORM
RETURN DUE DATE: Monday, November 23, 2015

DATE: November 9, 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	OMT Therapeutics, Inc.
Applicant's Address	1455 Adams Drive, Suite 317, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-508-8018 (Ellen Ackerman, EHS Consultant)
Contact Person	Ellen Ackerman
Business Name	OMT Therapeutics, Inc.
Type of Business	R&D for development of antibodies for the treatment of cancer and infectious diseases.
Project Address	1490 O'Brien 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 Health Department has reviewed the applicant's plans and use of listed hazardous materials/chemicals and has found the proposal to be in compliance with all applicable Codes.

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

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

Signature/Date	Name/Title (printed)
Darrell A. Cullen Digitally signed by Darrell A. Cullen DN: cn=Darrell A. Cullen, o=Environmental Health Services, ou=San Mateo County, email=dacullen@smcgov.org, c=US Date: 2015.11.18 15:17:57 -08'00'	

Comments: Please contact County Environmental Health to arrange an inspection. Please submit an electronic HMBP

G2

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

AGENCY REFERRAL FORM

DATE: **November 20th, 2015**

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

Applicant	OMT Therapeutics, Inc.
Applicant's Address	1455 Adams Drive, Suite 317, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-508-8018
Contact Person	Ellen Ackerman – EHS Consultant
Business Name	OMT Therapeutics, Inc.
Type of Business	R&D for development of antibodies for the treatment of cancer and infectious diseases.
Project Address	1490 O'Brien 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	Name/Title (printed)
Todd Reese 11/20/15	TODD Reese - office MANAGER

Comments: Please add WBSD and SVCW as contacts in the businesses emergency response plan.

G3

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

AGENCY REFERRAL FORM
RETURN DUE DATE: Monday, November 23, 2015

DATE: November 9, 2015

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

Applicant	OMT Therapeutics, Inc.
Applicant's Address	1455 Adams Drive, Suite 317, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-508-8018 (Ellen Ackerman, EHS Consultant)
Contact Person	Ellen Ackerman
Business Name	OMT Therapeutics, Inc.
Type of Business	R&D for development of antibodies for the treatment of cancer and infectious diseases.
Project Address	1490 O'Brien Drive, Menlo Park, CA 94025

FOR OFFICE USE ONLY

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

☑ The Building Division has reviewed the applicant's plans and listed hazardous materials/chemicals and has found that the proposal meets all applicable California Building Code requirements.

☐ The Building Division has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Use Permit approval (please list the suggested conditions and mitigation measures).

The applicant's proposal has been reviewed by the City of Menlo Park's Building Division by:

Signature/Date	Name/Title (printed)
Ron LaFrance 11/20/15	Ron LaFrance, Building Official

Comments:

G4