



REGULAR MEETING AGENDA

Date: 1/25/2016
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 December 14, 2015 Planning Commission meeting. ([Attachment](#))

F. Public Hearing

- F1. 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 #16-003-PC](#))
- F2. Use Permit/Ana Williamson/420 Claire Place:
Request for a use permit to partially demolish, remodel, and construct first- and second-story additions to an existing single-story, single-family nonconforming residence on a substandard lot with regard to depth in the R-1-S (Single-Family Suburban Residential) zoning district. The proposed expansion and remodeling would exceed 50 percent of the replacement value of the existing structure in a 12-month period and requires approval of a use permit by the Planning Commission. ([Staff Report #16-004-PC](#))

- F3. Development Agreement Annual Review/Bohannon Development Company/101-155 Constitution Drive and 100-190 Independence Drive (Menlo Gateway Project):
Annual review of the property owner's good faith compliance with the terms of the Development Agreement for the Menlo Gateway (Bohannon Hotel & Office) project. ([Staff Report #16-005-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: February 8, 2016
 - Regular Meeting: February 22, 2016
 - Regular Meeting: March 7, 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: 1/20/16)

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

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

B. Roll Call

Present: Drew Combs, Katie Ferrick, Susan Goodhue, John Kadvany, Larry Kahle, John Onken and Katherine Strehl

Staff: Thomas Rogers, Interim Principal Planner, Kyle Perata, Senior Planner, Tom Smith, Associate Planner

C. Reports and Announcements

Interim Principal Planner Thomas Rogers reported that the City Council at their upcoming December 15 meeting would once again consider the bi-annual review of the El Camino Real / Downtown Specific Plan and provide direction to staff. He noted in response to a question from Chair Onken that changes to the Plan would be reviewed by the Planning Commission.

As discussed at the previous meeting, the Commission will informally recognize projects in Menlo Park of interest. Commissioner John Kadvany reported on three such projects accompanied with a visual presentation. He said one project located on the corner of University and College Avenues was a beautiful restoration of the existing structure, originally built in 1923. He said this project showed what could be done without demolishing and rebuilding. He said another project on the corner of Middle and Yale Avenues that had been reviewed and approved by the Commission was a successful modular home that has generous landscaping and nice windows and materials. He said the third project, a house rebuild on Arbor Drive, which was also seen by the Commission, was quite different from anything in Menlo Park and was more like a 1930s home one would see in Pasadena or Long Beach, but that it worked in this location as well.

Commissioner Katherine Strehl reported she recently attended the City's subcommittee on rail meeting. She said the City was releasing a request for proposals for potential alternatives to the Ravenswood Avenue grade separation. She said there were also updates on the grant application for the Middle Avenue pedestrian and crossing, high speed rail, the Dumbarton corridor, the rail trail, and the alternatives study particularly from Redwood City to the Facebook campus.

D. Public Comment

There was none.

E. Consent Calendar

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

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

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](#))

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

Applicant Comment: Ms. Kathleen Liston, Moderna Homes, said the property, located in Sharon Heights, was an existing one-story ranch home with panoramic views of the area. She said they would use the existing footprint to take advantage of the views. She said there were a number of two-story homes in the area in a number of different styles. She said this proposed home was a modern farmhouse with modern forms and traditional elements. She said they were replacing a wood retaining wall in the setback. She provided information on the stone they were proposing to use.

Questions of Staff: In response to a question from Commissioner Larry Kahle, Ms. Liston said this was not a modular home although her firm has done modular homes in Menlo Park.

Commissioner John Kadvany said he had asked about the stone veneer. Noting that there were no windows on that side, he asked if they had thought about reorienting things. Ms. Liston said there would be landscaping screening in that area and there was a very large oak tree on the corner that would screen as well.

Chair Onken asked how the elevations were developed. Ms. Liston said they had worked from photographs.

Chair Onken opened the public hearing. There being no speakers, he closed the public hearing.

Commission Comment: Chair Onken said the project was ambitious with interesting features and was an interesting use of a corner site. He said at first he thought the home was too close to the street in the rear but then realized it was so sharply against a hill that it really was not visible. He said his only concern was the front master bedroom and bathroom that were on the corner. He said although he liked contrasting the solid bits of stone with the farmhouse elements because this was right on the front of the house it looked like a bunker with little windows.

Commissioner Larry Kahle said this large home over 5,000 square feet was broken up into different massings. He said like Chair Onken he had a concern with the corner looking like a block with a few openings. He said other than that he thought it was a well-thought out design.

Commissioner Susan Goodhue said at first she was not used to seeing a farmhouse style on a hill. She said she had warmed to the project design and agreed that the rear elevation was not visible. She said regarding the front that she was growing accustomed to seeing lower one-story wall blocks in the front with the long volume and eyebrow and higher type windows. She said the oak tree would provide a nice foreground.

Commissioner Kadvany said the word “bunker” had gone through his mind looking at the front elevation, but he thought it had to do with materials. He said farmhouses were built with real stone and not stone veneer. He said most stone veneer similar to simulated divided light windows looked artificial. He said other than that the building was very attractive.

Chair Onken asked if the applicant was willing to work with a condition to change the corner. Ms. Liston said it was their professional opinion that they had worked very hard with their client to meet all their design criteria on how it looked from the street and meeting their privacy needs in the style they wanted. She said their inspiration for this project came from homes using stone and similar styles of massing. She said she was confident that with beautiful trees the elevations would work.

Commissioner Strehl asked about neighborhood outreach. Mr. Robert Chaplinsky, property owner, said all the neighbors know his wife and him. He said they sent all of their neighbors the elevations and a letter providing a construction time line. He said people were familiar with the quality of homes he builds. He said he just built a home with the same stone veneer that they would use on this project, and everyone who wanted to buy that home loved the stone. He said it was a warm, dove-white veneer. He said veneers looked fake if not properly applied. He said the mixture of stone, wood, and glass elements in this new transitional style was friendly and warm and not aggressively modern. Replying to Commissioner Strehl, Mr. Chaplinsky said he and his wife would live in the home.

ACTION: Motion and second (Combs/Kahle) to approve the use permit as recommended in the staff report; passes 6-0-1 with Commissioner Kadvany abstaining.

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.
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.

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](#))

Staff Comment: Senior Planner Kyle Perata said a colors and materials board was being distributed to the Commission at the dais. He said since publication of the staff report, four

additional pieces of correspondence about the project had been received by the City. He said three of those were emails that have been sent to the Commission. He said two of the emails expressed concern about the removal of the Douglas fir tree, one email expressed support of the project and removal of the Douglas fir tree, and the last email that just came in expressed support for the project and the accessible design of the main building.

Questions of Staff: Chair Onken asked about the parking requirements and compliance.

Senior Planner Perata said the applicant was proposing parking that was in compliance with the R-3 zoning district. He said this parcel was unique in that it was in the R-3 greater than 10,000 square feet zoning district that has some different parking requirements. He said two parking spaces, one covered, was required for two or more bedroom units, and one-and-a-half parking spaces, one covered, were required for one-bedroom and studio apartments. He said with this project the two one-bedroom units have three parking spaces rather than four spaces.

Commissioner Kadvany said he had inquired about lessening the driveway width to the street from 22-feet and asked if there had been a response from the Transportation Division. Senior Planner Perata said the requirement for a multi-family unit driveway was 26-feet but had been reduced to the minimum required 22-foot, six-inch width due to the location of a utility pole.

Applicant Comment: Mr. Billy McNair, one of the property owners, said the property was within the apartment zoning district or R-3, which has a requirement for a minimum of four units on such property, noting the Housing Element adopted in 2013. He said they have been working with Fergus Garber Young Architects on the project for about 18 months. He said the largest constraint was a coast live oak centered widthwise and located about two-thirds into the depth of the parcel. He said the project was designed to look like a single-family home and was accessible on the first story with elevator service to all the other levels. He said they would plant 16 new trees, 11 of which would be 24-inch box trees. He said he had done extensive neighborhood outreach since 2014 and has held three different neighbor meetings. He said he worked closely with the single-family residential owner next to the project site.

Chair Onken opened the public hearing. There being no speakers, he closed the public hearing.

Commission Comment: Responding to Chair Onken, Senior Planner Perata said this was the first project to come forward under the increased density requirements from 2013 Housing Element.

Commissioner Ferrick asked about the rear building and its interface with the oak tree. Mr. McNair said the rear building was designed to minimize any need to prune any of the growth. He said the building was on the right of the tree where it had had fewer limbs. He said the rear structure was designed to fall under the canopy of the oak. Commissioner Ferrick asked if there were any concerns with a relatively tall building in the rear. Mr. McNair said on the right hand side the two story element faces the single-family residential property he had mentioned. He said they worked with that property owner on the window placement and she was very supportive of the project.

Commissioner Onken noted the 35-foot maximum height of the project and asked about the need for the interior ceiling heights of 10-feet, six-inches. Mr. McNair said part of this was for the elevator shaft but also to allow for more natural light into what were small units.

Commissioner Kahle said he has worked with Mr. McNair on other projects and had met with him on this project. He said he was concerned about the colors and thought something more eye-

catching was needed. He noted the elevator would face the street on the second story and asked if they would tone down the commercial look of the elevator door. He asked if they could modulate the tall concrete wall somehow.

Mr. McNair said they were trying to keep the color palette neutral and mix the materials to be a warm, cream tone. He said regarding the elevator door that it was located in the best place to provide privacy and he did not think it would be a steel commercial type door. He said they had discussed the concrete wall but with the garage door behind it, they were concerned with any opening that would provide a view into the garage. He said they would landscape with grasses and use creeping fig on the wall.

Commissioner Strehl said she also met with the applicant, and after having gone through the project with him, she was very comfortable with it. She said she liked the look and the density of the project.

Commissioner Kadvany questioned the required width of the driveway noting it was a waste of land. He said he has communicated with the Transportation Division and shared information on driving width standards from other agencies. He said the single-door garage door on this project was a good solution and the project was good looking. He said he liked the arborist report and the enthusiasm expressed about protecting the oak tree.

Commissioner Goodhue said the applicant had done a tremendous job working within the restraints such as parking requirements and garage turnaround.

Commissioner Kahle asked about construction parking. Senior Planner Perata said the Planning and Building Divisions would not typically require a plan for construction parking for a project this size.

In response to Commissioner Kahle, Mr. McNair said they would use the garage and the existing driveway for construction parking.

Commissioner Ferrick said she liked that there were four smaller units rather than two larger units as it was a type of housing needed and appreciated Mr. McNair's dedication to quality construction. She said the accessibility and elevator also broadened the appeal of the residences. She said she was somewhat concerned with the building height next to single-family homes but it was within regulations for the R-3 zoning district.

Chair Onken said the building would be 35-feet in height and would loom over the one-story bungalow next door. He said they needed community buy-in for this height. He said this type of architecture could be sublime or bunker-like. He suggested the ceiling heights could be nine-foot, which reduce the height by three feet making it much more palatable. He said he would either like to continue the application to improve fenestration and reduce the height or condition it for those things.

Commissioner Strehl said Mr. McNair had commented that these were small units and higher ceiling heights would make the units feel larger and more open. She said she would usually agree with Chair Onken about height but thought the ceiling height was well warranted for this project.

Chair Onken said his concern was the harm and impact to the neighborhood.

Commissioner Ferrick said she agreed with both Chair Onken and Commissioner Strehl regarding the height. She said the difference for her was the project was in an R-3 zoning district rather than an R-1 neighborhood, but she thought it would look very tall.

Commissioner Kahle said he thought the project was well designed and he saw the point about the height. He said in his experience an interior 11-foot ceiling height was really tall. He suggested bringing the interior ceiling height down to 10 foot.

Commissioner Kadvany said he agreed with Commissioner Kahle. He said while a higher ceiling helped a small space that reducing that one foot would make a perceptible difference.

Commissioner Combs said he shared concerns about the height and that if approved they would hear from neighbors at some point. He said however this was an area where higher density was wanted and this project was transitional and so might draw criticism.

Mr. McNair said that the height steps back and the height was in the interior of the unit. Chair Onken said except for the elevator or cut in for the balconies that the parapet was 35 feet in height all around the building.

Ms. Heather Young, Fergus Garber Young Architects referred to page A3.4 showing the building steps back from the front façade so the entire envelope was not 35-feet high. She said page A3.2 showed the large terrace on the third floor where the mass of the building height also steps back, and noted that the two-story rear unit did not even get close to 35 feet in height.

Chair Onken said the front façade and the most public face of the building was 35-foot height that was built up with garage height, podium construction, 10-foot, six-inch ceiling height, and a parapet. He said if there was a public concern that this building as too tall there were opportunities to reduce the height. Ms. Young said the garage was the minimum allowable height to provide clearance for emergency vehicles. She said the interior ceiling heights were intended to bring as much light into the units and a view of the sky as possible.

Mr. McNair said a large two-story multi-family unit was located on the left side of the project property. He said the zoning ordinance allowed for height of 35 feet. He said if he reduced the height and in the future 35-foot high buildings were built on either side that would impact his building. He said they were not asking for an exception or variance.

Commissioner Kadvany said that all of the sides of the buildings were interesting and attractive. He asked if the height was reduced somewhat, if that would impact the windows. Ms. Young said they would change.

Chair Onken said the fenestration worked well in the front but the rest of the windows were mildly arbitrary. He said he thought they could be reworked and the height lowered without any diminution of the project.

Commissioner Goodhue said the project was within the maximum height for this zoning district and agreed with Commissioner Combs that this was a transitional project, and there would be growing pains. She said the applicant has demonstrated that they have worked very well with the existing neighbors, some of whom lived in single-story residences. She said this project might stick out for a while, but the developer was doing exactly what they wanted developers in this area to do as

intended in the Specific Plan. She said it was a very well designed project, and the articulation on each side and on the back was well done.

Commissioner Kahle said it was a well-designed project. He said however they were used to seeing a maximum height at a ridge that then slopes away but here they would see the bulk of the building at the height limit. He moved to approve as designed with a modification to require a reduction of one foot in height or six-inches less in height on each floor.

Commissioner Strehl asked if the applicant could provide that flexibility in the design. Mr. McNair said at every turn from the oak tree to the parking requirements over the past 18 months they have somehow managed to fit the project within the zoning ordinance regulations. He said that ordinance provides for 35-foot height and they were within the maximum and not requesting variances. He said he did not think a reduction of one foot in height would change the public's opinion about this building.

Commissioner Kadvany said this project was designed to the maximum height but everything was mitigated in relation to it.

Commissioner Strehl said as the motion made by Commissioner Kahle had no second, she would move to approve as recommended in the staff report. Commissioner Strehl seconded the motion.

ACTION: Motion and second (Strehl/Goodhue) to approve the use permit as recommended in the staff report; passes 6-1 with Commissioner Onken opposing.

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 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.
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.

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](#))

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

Applicant Comment: Mr. John Tarleton, Menlo Business Park, introduced Mr. Wim van Schooten with OMT Therapeutics.

Mr. van Schooten, Chief Scientific Officer, said their team was developing next generation therapies involving protein bodies to treat cancer and infectious diseases. He said they planned to bring their research to clinical trials in 2018.

Chair Onken opened the public hearing. There being no speakers, he closed the public hearing.

Commission Comment: Commissioner Goodhue said the staff report indicated that the applicant has been doing the same research in another location within Menlo Park.

Commissioner Ferrick thanked Ms. Ellen Ackerman, Green Environment, Inc., for her great report and noted the approvals from the regulatory agencies.

ACTION: Motion and second (Ferrick/Strehl) to approve the use permit as recommended in the staff report; passes 7-0.

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.

G. Informational Items

G1. Future Planning Commission Meeting Schedule.

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

H. Adjournment

Chair Onken adjourned the meeting at 8:39 p.m.

Staff Liaison: Thomas Rogers, Interim Principal Planner

Recording Secretary: Brenda Bennett



STAFF REPORT

Planning Commission

Meeting Date: 1/25/2016

Staff Report Number: 16-003-PC

Public Hearing: Use Permit/Ying-Min Li/1980 Santa Cruz Avenue

Recommendation

Staff recommends that the Planning Commission approve 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 area and width in the R-1-U (Single-Family Urban Residential) zoning district, at 1980 Santa Cruz Avenue. 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. 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

On November 16, 2015, the Planning Commission reviewed an initial version of the proposal for the subject property. The Planning Commission continued the use permit application with direction to modify the plans. In particular, the Commission requested a more descriptive landscape plan showing the locations of new trees and screening plants along the sides of the lot; a reduction in first-floor floor-to-ceiling heights from 10 feet to nine feet; refinements to the architectural details, including better alignment of second-story windows on the front of the proposed residence with the first-story rooflines of the garage and porch below; and more variation in building materials. The original plans are provided for reference as Attachment F.

Analysis

Site location

The project site is located at 1980 Santa Cruz Avenue, north of the intersection of Sherman Avenue and Santa Cruz Avenue. It is surrounded by one-story single family residential units that are located on parcels zoned R-1-U, with the exception of the property opposite Santa Cruz Avenue, which is zoned R-1-S (Single Family Suburban Residential). The R-1-S-zoned parcel is the site of the Holy Cross Cemetery. The surrounding residential units are predominantly single-story post-war ranch homes, but newer residences in the vicinity have a variety of architectural styles. A location map is included as Attachment B.

Project description

The applicant is proposing to remove an existing single-story, single-family residence and attached one-car carport to construct a new two-story, single-family residence with an attached two-car garage. A data table summarizing parcel and project attributes is included as Attachment C. The revised project plans and project description letter are included as Attachments D and E, respectively.

The proposed residence would be a four-bedroom, three-and-a-half-bathroom home. The first-story living space would feature a living room, open kitchen and family room space, mud room, one bedroom, and one-and-a-half bathrooms. The second story would contain three bedrooms, two bathrooms, and a laundry room.

The floor area and building coverage of the proposed residence would 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-1-U zoning district. For the revised proposal, first-floor floor-to-ceiling heights were decreased from 10 feet, one inch to nine feet, one inch, reducing the overall height of the proposed structure from 26 feet, six inches to 25 feet, six inches, below the maximum height permitted by the Zoning Ordinance.

Design and materials

The revised proposal for the new residence would maintain many of the same materials and finishes as the previous design, with some slight adjustments. The proposed residence maintains its basic original design, with a mix of hipped and gabled rooflines, a front porch with square columns, gridded windows, and two separated garage doors. Board and batten siding would be the primary cladding material for the exterior of the residence. The prominent garage, while consistent with other nearby residences with projecting carports, would be offset in appearance by the separated garage doors and the front porch. The second-story gables would provide some balance in the appearance of the overall front elevation.

Slight modifications have been made to address the Commission's comments regarding the original proposal. On the front of the proposed residence, the second-story gables would include projections with corners that meet the hipped rooflines of the first story below. Second-story gables on the front and rear of the proposed residence would be accented with shingle siding, adding more variation to the building materials than the board-and-batten siding previously proposed. Under the original proposal, roof eaves were to be covered by a fascia board and soffit, with a classical eave return. Under the revised proposal, the eave returns would be removed and the exposed rafter tails would give the residence a stronger craftsman-style appearance.

The proposed windows would consist of simulated divided light 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 four feet, eight inches to promote privacy for the neighboring single-story homes on either side.

The second story would be set back from the ground floor footprint on all sides to help to reduce the massing of the structure, as well as further limit the potential for privacy issues. Staff believes that the scale, materials, and style of the redesigned residence are compatible with the broader neighborhood, and address the Planning Commission's direction.

Trees and landscaping

At present, there are 10 trees on or in close proximity to the project site, two of which are heritage trees: a 15.9-inch diameter plum and a 17.9-inch privet. The arborist report, included as Attachment G, indicates that nearly every tree on site exhibits poor vigor and/or form, and in most cases is dead, nearly dead, or decaying. As a result, the eight trees on the subject property are proposed to be removed, including the

two heritage trees. The City Arborist has tentatively approved the removal of the two heritage trees due to structural defects.

As part of the revised proposal, a detailed landscape plan was submitted including a variety of tall screening shrubs, climbing vines, and trees along the front and sides of the subject property. In particular, the right side of the property would feature two crape myrtle trees and creeping fig vines near the front of the lot, bower vines at the center, and Carolina laurel cherry, strawberry and crape myrtle trees toward the rear of the property. The left side of the property would be planted with Carolina laurel cherry trees, loropetalum shrubs, and camellia espalier vines toward the front of the lot, camellia espalier and star jasmine vines at the center, and two ginkgo bilboa heritage tree replacements at the rear of the property. The front and rear of the lot would also be screened with a variety of trees and shrubs.

The demolition of the existing residence and construction of the proposed residence are not anticipated to adversely affect the 18-inch tulip tree or 40-inch valley oak located on neighboring properties. Standard heritage tree protection measures will be ensured through recommended condition 3g.

Correspondence

There has been no correspondence regarding the revised proposal.

Conclusion

Staff believes that the scale, materials, and style of the proposed residence are compatible with those of the greater neighborhood. The proposed first story height has been reduced by one foot, and the second story would be stepped back on all sides to help reduce the perception of building massing in an area of predominantly single-story homes. In addition, the relatively high sill heights for second-story windows on the side elevations would promote privacy for the adjacent properties. Additional landscaping with trees, shrubs, and vines along the side yards would further screen the two-story home from neighboring single-story residences. Finally, the redesigned front gables and incorporation of other exterior cladding materials address the Commission's previous direction. 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 revised 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. Original Project Plans
- G. 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:

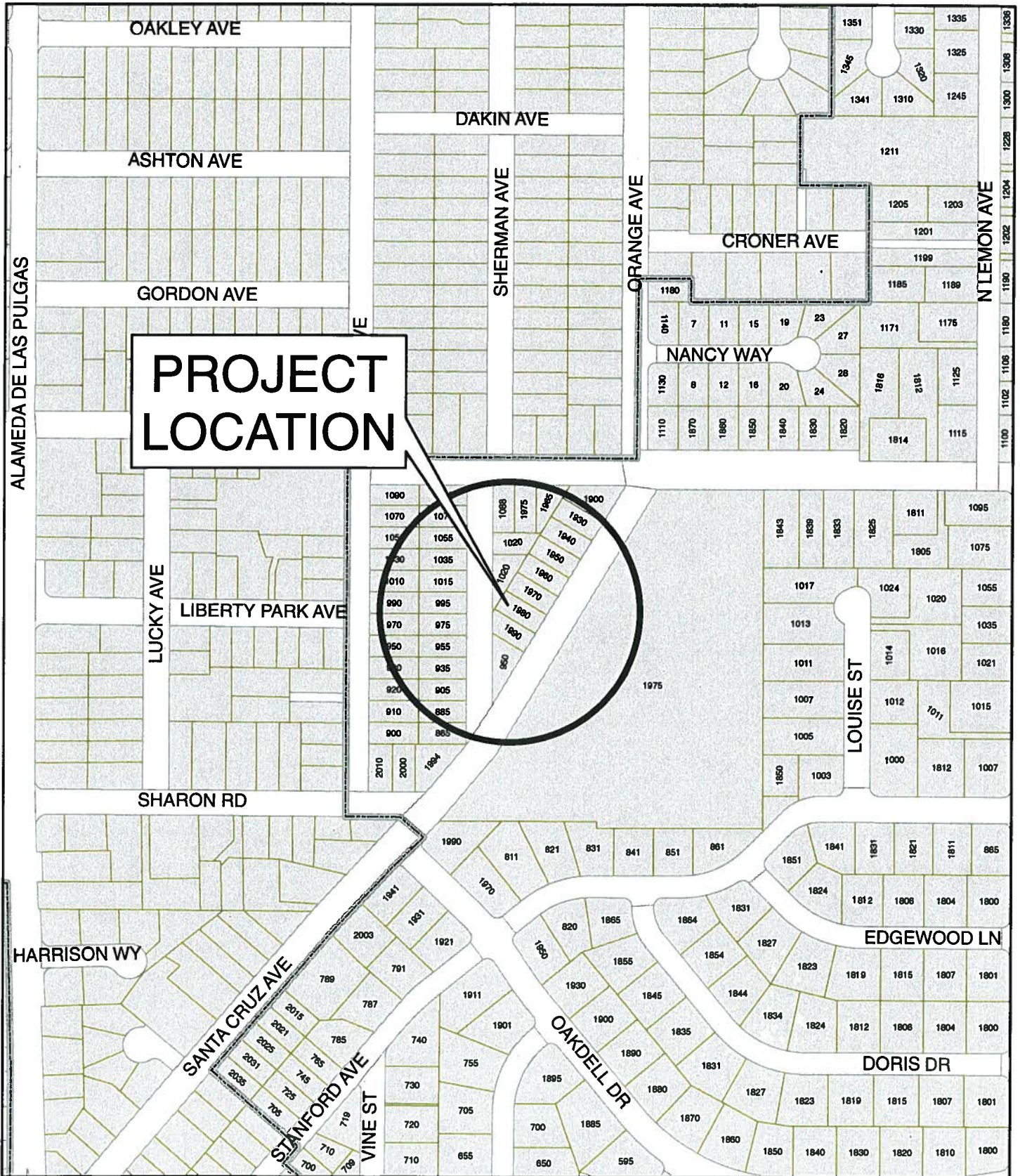
Tom Smith, Associate Planner

Report reviewed by:

Thomas Rogers, Principal Planner

1980 Santa Cruz Avenue – Attachment A: Recommended Actions

LOCATION: 1980 Santa Cruz Avenue	PROJECT NUMBER: PLN2015-00065	APPLICANT: Ying-Min Li	OWNER: Ying-Min Li
REQUEST: 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.			
DECISION ENTITY: Planning Commission	DATE: January 25, 2016	ACTION: TBD	
VOTE: TBD (Combs, Ferrick, Goodhue, Kadvany, Kahle, Onken, Strehl)			
ACTION: <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> a. Development of the project shall be substantially in conformance with the plans prepared by Hometec Architecture, Inc., consisting of 11 plan sheets, dated received on January 11, 2016, and approved by the Planning Commission on January 25, 2016, 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. 			



CITY OF MENLO PARK

LOCATION MAP

1980 SANTA CRUZ AVENUE

DRAWN: TAS CHECKED: THR DATE: 01/25/15 SCALE: 1" = 300' SHEET: 1



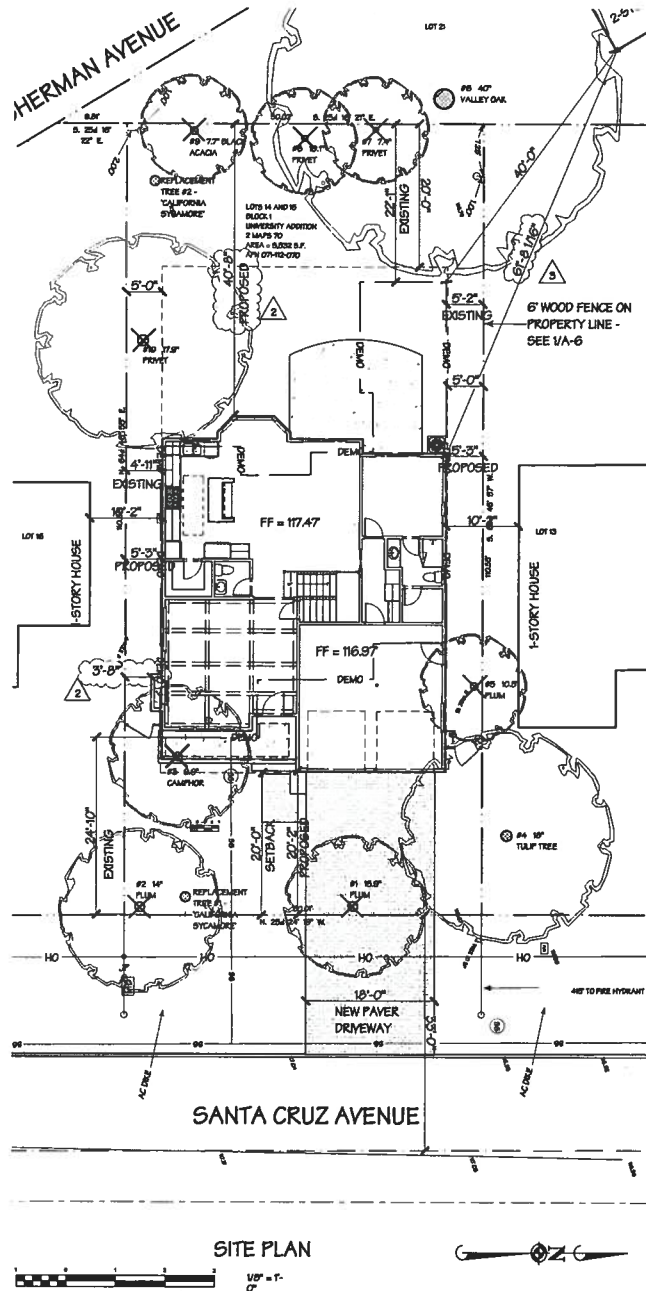
1980 Santa Cruz Avenue – Attachment C: Data Table

	PROPOSED PROJECT		EXISTING PROJECT		ZONING ORDINANCE	
Lot area	5,532	sf	5,532	sf	7,000	sf min.
Lot width	50	ft.	50	ft.	65	ft. min.
Lot depth	110.6	ft.	110.6	ft.	100	ft. min.
Setbacks						
Front	20.2	ft.	24.8	ft.	20	ft. min.
Rear	40.7	ft.	22.1	ft.	20	ft. min.
Side (left)	5.3	ft.	4.9	ft.	5	ft. min.
Side (right)	5.3	ft.	5.2	ft.	5	ft. min.
Building coverage	1,806.1	sf	1,461	sf	1,936.2	sf max.
	32.6	%	26.4	%	35	% max.
FAL (Floor Area Limit)	2,737.1	sf	1,389.7	sf	2,800	sf max.
Square footage by floor	1,285.4	sf/1st	1,198.7	sf/1st		
	1,026.5	sf/2nd	191	sf/carport		
	425.2	sf/garage	71.3	sf/porch		
	88	sf/porch				
	7.5	sf/fireplace				
Square footage of buildings	2,832.6	sf	1,461	sf		
Building height	25.5	ft.	15.7	ft.	28	ft. max.
Parking	2 covered		1 covered		1 covered/1 uncovered	
Note: Areas shown highlighted indicate a nonconforming or substandard situation.						

Trees

Heritage trees	4*	Non-Heritage trees	6	New Trees	9
Heritage trees proposed for removal	2	Non-Heritage trees proposed for removal	6	Total Number of Trees	11

*Includes two trees on adjacent properties



A.P.N.: 071-112-070
 ZONING: R-1-U
 LOT SIZE: 6,532 S.F.
 EXISTING HOUSE: 1,461 S.F.
 NEW HOUSE:
 FIRST FLOOR: 1,285.41 S.F.
 SECOND FLOOR: 1,028.46 S.F.
 TOTAL HOUSE: 2,313.86 S.F.
 GARAGE: 425.35 S.F.
 LOT COV. ALLOWED: 5,532 X .25 = 1,383.0 S.F.
 PROPOSED: 1,806.07 = 32.7% (INCLUDES PORCH & FIREPLACE)
 F.A.L. ALLOWED: 2,800 S.F.
 PROPOSED: 2,787.04 S.F.
 TYPE OF CONSTRUCTION: YB
 OCCUPANCY GROUP: R-3, U
 THIS PROJECT SHALL COMPLY WITH 2013 CBC, CBC, CMC, CFC, CEC, CPG, CAL GREEN, CAL ENERGY CODE, AND LOCAL ORD.

SITE DATA

VICINITY MAP



Survey Tree Species	DBH	CON	HT/SP	Comments
1. Plum (Prunus cerasifera)	15.9@base	20	25/28	Poor vigor, poor form, codominant at base, in decline, nearly dead.
2. Plum (Prunus cerasifera)	14est	20	15/23	Poor vigor, poor form, multi leader at base, poor location under utility, decay, in decline, nearly dead.
3. Camphor (Cinnamomum camphora)	9.9	45	30/20	Fair vigor, fair form, poor location, 5 feet from existing house, 3 feet from neighbor property, tip die back.
4*. Tulip tree (Liriodendron tulipifera)	18cm	55	50/30	Poor-fair vigor, fair form, tip die back, 5 feet from property line, 6 feet from driveway.
5. Plum (Prunus cerasifera)	10.5	20	25/15	Poor vigor, poor form, history of limb loss, in decline, nearly dead.
6*. Valley oak (Quercus lobata)	40est	50	50/30	Fair vigor, poor form, heavy lean to the east, supported by 2 metal props, located in neighbor's yard in west corner of property, codominant at 8 feet, heavy lateral.
7. Privet (Ligustrum japonicum)	7.4	30	25/15	Poor vigor, poor form, in decline, nearly dead, suppressed by #6, less than, used as screen.
8. Privet (Ligustrum japonicum)	10.1@base	0	20/15	DEAD, REMOVE.
9. Black acacia (Acacia melanocoryna)	7.7	40	30/15	Fair vigor, poor form, codominant at 10 feet, leans north.
10. Privet (Ligustrum japonicum)	17.9@base	45	35/20	Poor vigor, poor form, multi leader at base, decay.

*indicates neighbor's tree

SHEET INDEX

- A-1 SITE PLAN
- A-2 EXISTING FLOOR PLAN, ELEVATIONS
- A-3 NEW FLOOR PLANS
- A-4 ELEVATIONS
- A-5 SECTIONS, DETAILS
- A-6 AREA CALC'S, ROOF PLAN, STREET SCAPE
- A-7 AREA PLAN

REVISIONS BY

PLANNING	DATE	BY
1-19-15		

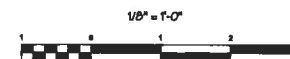
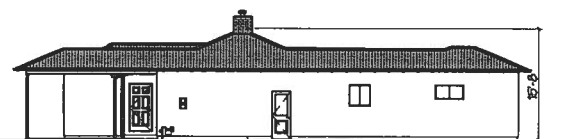
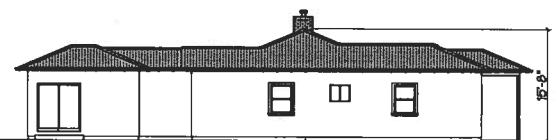
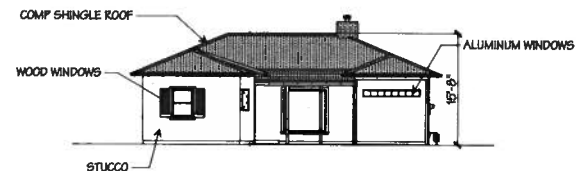
HOMETEC
 ARCHITECTURE, INC.
 RICHARD A. HARTMAN
 A.L.A.
 615 NORTH FIRST STREET, SAN JOSE, CA 95112

NEW HOME FOR:
GOLDSILVERISLAND PROPERTIES, LLC
 1890 SANTA CRUZ AVENUE, MENLO PARK, CA 94025

Date	7-15-15
Scale	1/8" = 1'-0"
Drawn	RAH
Job	15-028
Sheet	A-1
of	Sheets

This is a detailed architectural floor plan for a two-story house. The overall dimensions are 40'-0" wide by 47'-0" deep. The plan includes the following rooms and features:

- Rooms and Dimensions:**
 - Bedroom (Top Left): 10'-4" x 10'-10"
 - Closet (Top Left): 10'-4" x 7'-8"
 - Bedroom (Top Right): 11'-2" x 11'-2"
 - Bath (Top Right): 6'-11" x 6'-8"
 - Laundry (Top Right): 7'-4" x 6'-0"
 - Kitchen (Center): 8'-0" x 10'-7"
 - Dining (Center): 8'-0" x 8'-7"
 - Living (Center): 18'-0" x 12'-4"
 - Bedroom (Bottom Left): 10'-4" x 10'-10"
 - Bath (Bottom Left): 7'-0" x 6'-0"
 - Hall (Bottom Left): 6'-0" x 7'-7"
 - Entry (Bottom Center): 7'-6" x 6'-0"
 - Porch (Bottom Center): 14'-0" x 4'-4"
 - Bedroom (Bottom Right): 8'-4" x 10'-0"
 - Carport (Bottom Right): 10'-0" x 10'-4"
- Dimensions and Measurements:**
 - Overall Width: 40'-0"
 - Overall Depth: 47'-0"
 - Room dimensions are provided for all major spaces.
 - Wall thicknesses and door swings are indicated.
 - Staircases are shown in the central hallway area.

[illegible]

This is a detailed architectural floor plan for a three-bedroom house. The layout includes a front porch, a living room with a fireplace, a dining room, a kitchen with an adjacent breakfast room, a laundry room, a master bedroom with a private bathroom, and two other bedrooms, each with a closet. The plan also shows a central hall, a linen closet, and a storage area. Dimensions for rooms and overall exterior measurements are provided. A north arrow is located at the top center.

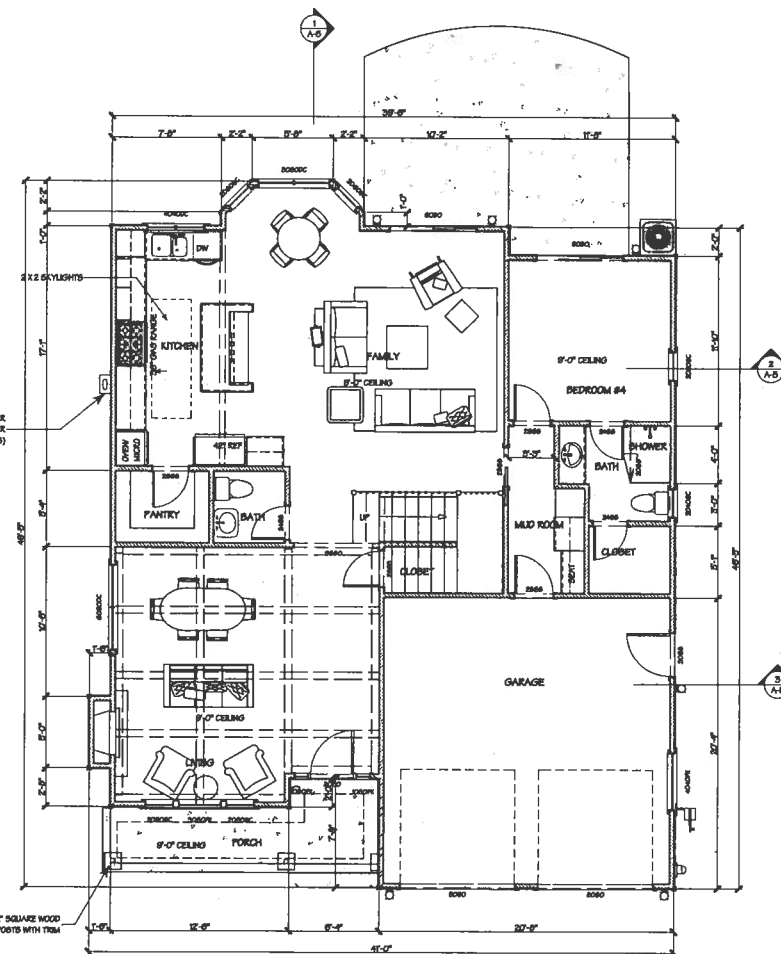
Room Details and Dimensions:

- Front Porch:** 12'-0" x 12'-0"
- Living Room:** 12'-0" x 12'-0" (includes fireplace)
- Dining Room:** 12'-0" x 12'-0"
- Kitchen:** 12'-0" x 12'-0"
- Breakfast Room:** 12'-0" x 12'-0"
- Laundry Room:** 12'-0" x 12'-0" (includes washer/dryer area)
- Master Bedroom:** 12'-0" x 12'-0" (includes private bathroom)
- Bedroom #2:** 12'-0" x 12'-0"
- Bedroom #3:** 12'-0" x 12'-0"
- Bath:** 12'-0" x 12'-0" (central bathroom)
- Hall:** 12'-0" x 12'-0" (includes linen closet)
- Closets:** Multiple closets throughout the plan, including a large closet in the master bedroom and a linen closet.

Overall Dimensions:

- Overall Width:** 36'-0"
- Overall Depth:** 36'-0"

WALL MOUNT TANKLESS GAS WATER HEATER
(PROVIDE GAS LINES AND INSTALL PER
MANUFACTURER'S INSTRUCTIONS)



REVISIONS	
PLANNING	
8-19-15	

HOMETEC
ARCHITECTURE, INC.

RICHARD A. HARTMAN
A.L.A.

205/995-4996

NEW HOME FOR:
GOLDSILVERISLAND PROPERTIES, LLC
1830 SANTA CRUZ AVENUE, NEW CARY, CA 94024

Date	7-15-15
Scale	1/4" = 1'-0"
Drawn	RAH
Job	15-026
Sheet	

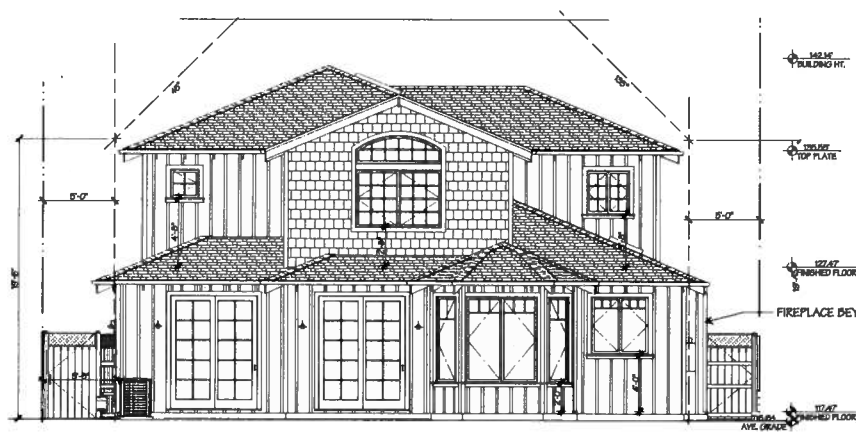
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A-3

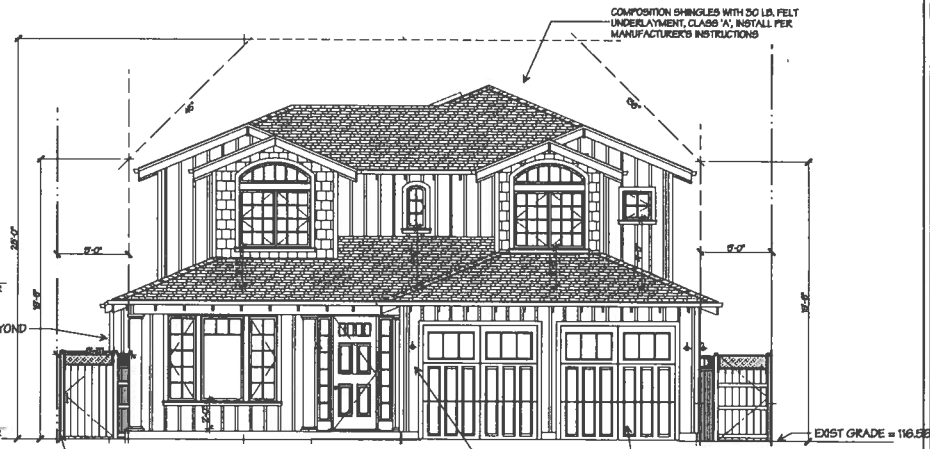
of the State

A-3

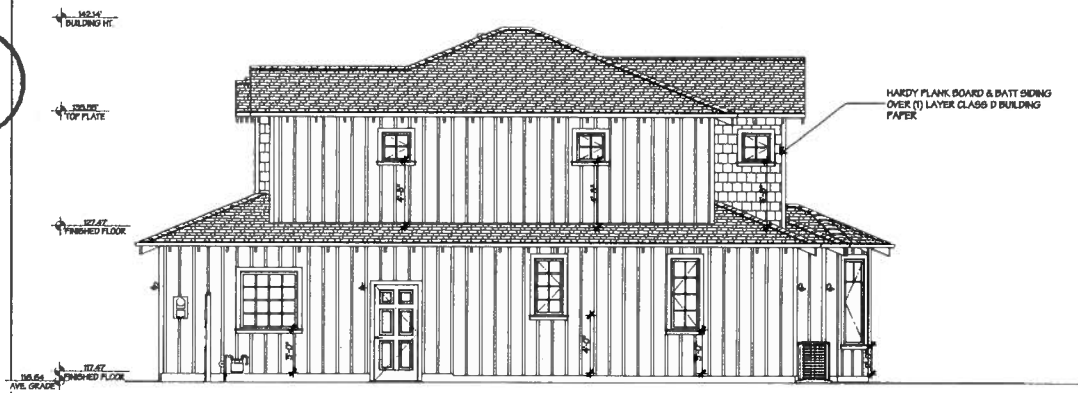
of the State



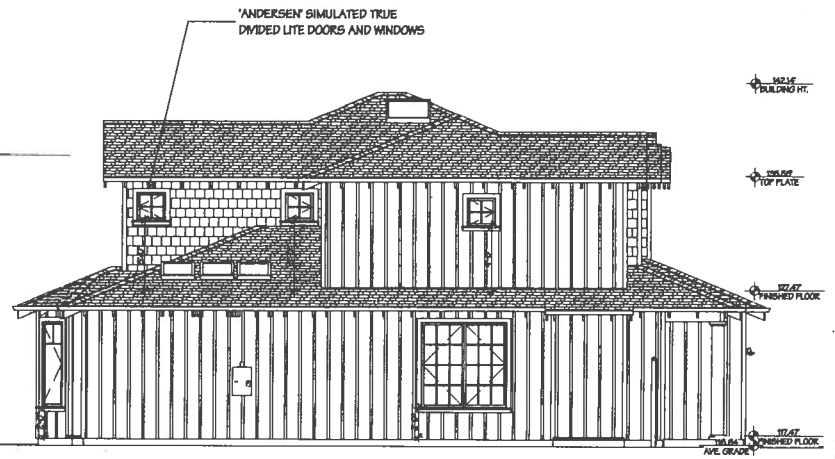
WEST ELEVATION



EAST ELEVATION



NORTH ELEVATION



SOUTH ELEVATION

3"6" CONCRETE LANDING AS REQUIRED, 4" MIN. 7" MAX. STEP DOWN WITH 3/4" MAX. THRESHOLD @ SLIDERS & 1/2" MAX. THRESHOLD @ DOORS

SLOPE FINISH GRADE AT 5% MIN. FOR 10' AWAY FROM HOUSE & 1% MIN. TO AN APPROVED FACILITY



REVISIONS		BY
PLANNING	5-19-15	

HOMETEC ARCHITECTURE, INC. 619 NORTH FIRST STREET, SAN JOSE, CA 95112 408.936.4444 hometec@hometec.com		RICHARD A. HARTMAN A.L.A. 408.936.4444 rhartman@hometec.com
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NEW HOME FOR: GOLDSILVERISLAND PROPERTIES, LLC 1890 SANTA CRUZ AVENUE, MENLO PARK, CA 94025	
--	--

Date	7-15-15
Scale	1/4" = 1'-0"
Drawn	RAH
Job	15-026
Sheet	A-4
of Sheets	

(D4)

AREA PLAN

$$V\mathcal{O}^n = \Gamma - \mathcal{O}$$
[illegible]

DB

Graphic of the CSEI scale. The scale is represented by a horizontal line with a central box labeled 'CSEI'. On either side of this central box are two smaller boxes, each labeled 'CSEI'. Below the line, there are labels for 'CSEI' and 'CSEI'.

CITY OF MENLO PARK
BUILDING

SHERMAN AVENUE

SANTA CRUZ AVENUE

SITE BENCHMARK

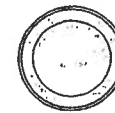
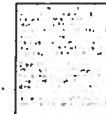
1. What is the purpose of the study?
 2. What are the research objectives?
 3. What is the research design?
 4. What are the variables?
 5. What is the sample size?
 6. What is the data collection method?
 7. What is the data analysis method?
 8. What are the results?
 9. What are the conclusions?
 10. What are the limitations?
 11. What are the implications?
 12. What are the future research directions?
 13. What are the references?
 14. What are the appendices?
 15. What are the footnotes?
 16. What are the acknowledgments?
 17. What are the declarations?
 18. What are the disclosures?
 19. What are the disclosures?
 20. What are the disclosures?

GOLDSILVERISLAND PROPERTIES, L.L.C.

UNDERGROUND UTILITY NOTE

SURVEYOR'S NOTE

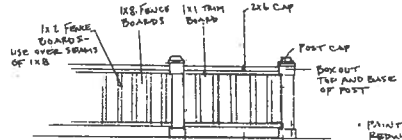
142



1	2	3	4	5
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EXAMPLE - DECORATIVE FENCE (FACING STREET ONLY - STANDARD TYPE SOLID BOARD FOR SIDES)



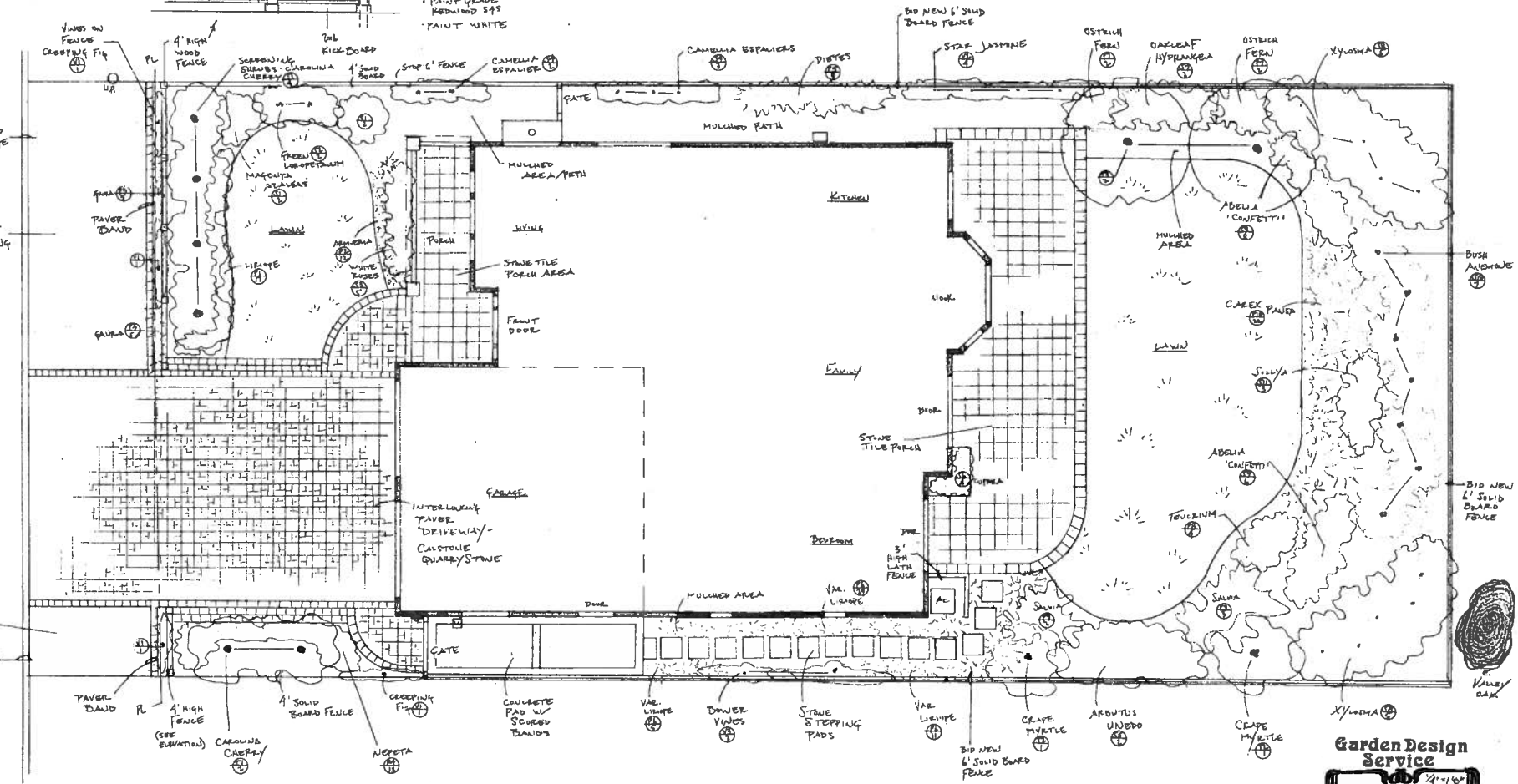
• PAINT GRADE REDWOOD SFS
• PAINT WHITE

(D9)

SANCTUARY AVE.

SIDE LAWN

ASPHALT FOR PARKING AREA



Garden Design Service

LANDSCAPE DESIGN
PROFESSIONAL LANDSCAPE ARCHITECT
1988 SANTA CRUZ COUNTY PLACER

408 356-2022

Plant List			
Key	Botanical and Common Name	Size	Quan.
T1	PRUNUS CAROLINIANA- CAROLINA LAUREL CHERRY	3" BOX	6
T2	LACINASTROGMA INDICA- PEACOCK-GRASS MYRTLE	#15	1
	MULTI TRUNK REPLACEMENT TREES		
T3	GINKGO BILOBA- MAIDENHAIR TREE	3" BOX	2
S1	AZALEA FORMOSA	#1	4
S2	LOROPETALUM CHINENSIS (GREEN LEAF)- FRINGE FLOWER	#5	2
S3	ROSA YODERBERG- SHRUB ROSES	#5	5
S4	CAMELLIA- ESPALESIS WHITE OR PINK COLORS	#5	5
	BUY PRE-TRAINED		
S5	ABRUTUS UNBDO- COMPACTA- STRAWBERRY TREE	#15	2
S6	CUPRESSA HYSCOPICOLA- PALM HEATH	#1	4
S7	HYDRANGEA QUERCIFOLIA- OAKLEAF HYDRANGEA	#5	2
S8	XYLOSMA CONGESTUM- SHINY XYLOSMA	#5	10
S9	ABELIA CONFETTI	#1	14
S10	CAMPENTHERA CALIFORNICA- BUSH ANEMONE	#5	7
S11	SOLLYA HETEROPHYLLA- AUSTRALIAN BLUEBELL- CUNIPER	#1	5
V1	PICUS PUMILA- CREEPING FIG	#5	4
V2	TRACHELOSPERUM JASMINOIDES- STAR JASMINE	#5	4
	BUY TRAINED UP ON POLES OR TRELLIS		
V3	PANDOREA JASMINOIDES- BOWER VINE	#5	2
	PINK COLOR		
P1	LIRIOPE BIG BLUE- LILYTURF	#1	17
P2	JASMINEA MARTIMA- SEA THRUPT	#1	12
P3	GAURA WHIRLING BUTTERFLIES	#1	10
P4	NOPTA SELECT BLUE- CATMINT	#1	15
P5	DIETES VIGATA- POKING NIGHT LILY	#1	8
P6	LIRIOPE VARIATA- LILYTURF	#1	40
P7	MATTEUCCIA STRUTHIOFLORES- OSTICH PEEN	#1	4
P8	TRICHRUM LUCIDUS- GERMANICER	#1	4
P9	SALVIA BLACK AND BLUE OR WHYLSS FANCY- SAGE	#1	5
P10	CAREX PANSA	#1	22

Notes

SOIL PREP. AND PLANTING NOTES

*PADE OR TILL PLANTING AREAS INCORPORATING IN A 3-4" LAYER OF MIXED ORGANIC COMPOST AND RWD SOIL CONDITIONER (50/50 MIX)

WORK CAREFULLY BELOW NEIGHBORS VALLEY OAK- SHADE ONLY AND NO TILLING. DO NOT MOVE SOIL FROM BELOW OAK TO OTHER PARTS OF PROPERTY.

*MULCH OPEN AREAS WITH A 3-3" LAYER OF SHREDDED FIR OR MINT BARK MULCH. PULL MULCH AWAY FROM PLANT CROWNS.

USE SAME FOR MULCHED PATH AREAS.

*ADD "OSMOCOTE" SLOW RELEASE FERTILIZER TO PLANTING BACKFILL.

BROKEN UP FERTILIZER TABS O.K. ALSO.

*BATT FOR SNAILS AFTER INSTALLATION AND REAPPLY MONTHLY.

*LAWN AREA TO BE HYBRID DWARF FESCUE SOED EDGED WITH 2X4 COMPOSITE HEADER BOARD.

*DETACH VINES FROM NURSERY STAKES. TRAIN VINES UP ON TRELLIS OR FENCES (ATTACH WITH U-SHAPED NAILS AND NURSERY TAPES-CONTRACTOR TO BID AND INSTALL.

*USE A PRE-EMERGENT AFTER PLANTING AND REPEAT AS NEEDED.

PAVED AREAS

*USE 16"X16" OR 18"X18" QUARTZITE TILE FOR PORCH AREAS IN MIXED COLORS.

MORTARED OVER A CONCRETE FOUNDATION PAD.

EDGE WITH 1X12 TILE OF THE SAME.

*PAVER AREAS TO BE CALISTONE QUARRYSTONE PAVERS IN A QSH PATTERN IN SEQUOIA SANDSTONE COLOR. INSTALL AS PER MANUFACT. SPECS.

*GIVE ALTERNATE BID FOR ASPHALT AND PAVERS FOR PARKING AREAS.

*USE PLAIN FINISH CONCRETE WALK ON SIDE YARD FOR CAR AREA. LAY CONCRETE OVER A COMPACTED BASE ROCK IN A 4-6" LAYER AND REINFORCE WITH 18"X18" REBAR GRID. USE SCORED BANDS AS SHOWN.

STEPPING PADS

*USE QUARTZITE TILE MORTARED OVER PRECAST CONC. PADS FOR STEPPING PADS.

SET BASES OVER COMPACTED SAND. TOPS OF PADS TO BE EVEN WITH FINISH GRADE.

FENCES

*USE A 4" HIGH DECORATIVE FENCE ALONG THE FRONT PROPERTY LINE AS SHOWN IN ELEVATION. PAINT WHITE OR COLOR OF HOUSE TRIM.

*GIVE BID FOR NEW PERIMETER FENCING IN STANDARD REDWOOD SOLID BOARD TYPE 4" HIGH FOR SIDE FRONTS AND 6" HIGH FOR REAR YARD.

*BUILD A 3" HIGH SQUARE HOLE LATTICE FENCE AROUND THE A/C UNIT ON TWO SIDES. PAINT FENCE TO MATCH HOME TRIM.

IRRIGATION

3 1/2" HUNTER MFS ROTORS
3 1/2" HUNTER MFS ROTORS
4 1/2" HUNTER MFS ROTORS

--- METAFORM T1C9-1210 1/2" WITH 12" SPACING OF EMITTERS

(PLEASE NO DRIP FEEDER TUBES)

* FILTER AT VALVES AND COVER WITH MULCH ONLY.

RUN AT A LOW PRESSURE.

*STAKE DOWN LINES WITH 4" SOIL STAPLES

*USE A T1SOV VALVE TO FLUSH LINES AT END OF CLOSED LOOP. (MFP)

USE 3/4" EL. ANTISIPHON VALVES IN VALVE BOXES SET 12" OUT OF GROUND.

RUN EL. LINES TO A CONTROLLER IN THE GARAGE.

TRENCH IN SCH40 PVC LINES 10-12".

USE SCH40 PVC THROUGHOUT WITH 3/4" FOR SPRAY LINES AND 1" FOR MAIN LINES. RUN A DESIGNATED MAIN LINE TO THE VALVE AREAS FROM SERVICE LINE TO THE HOME.

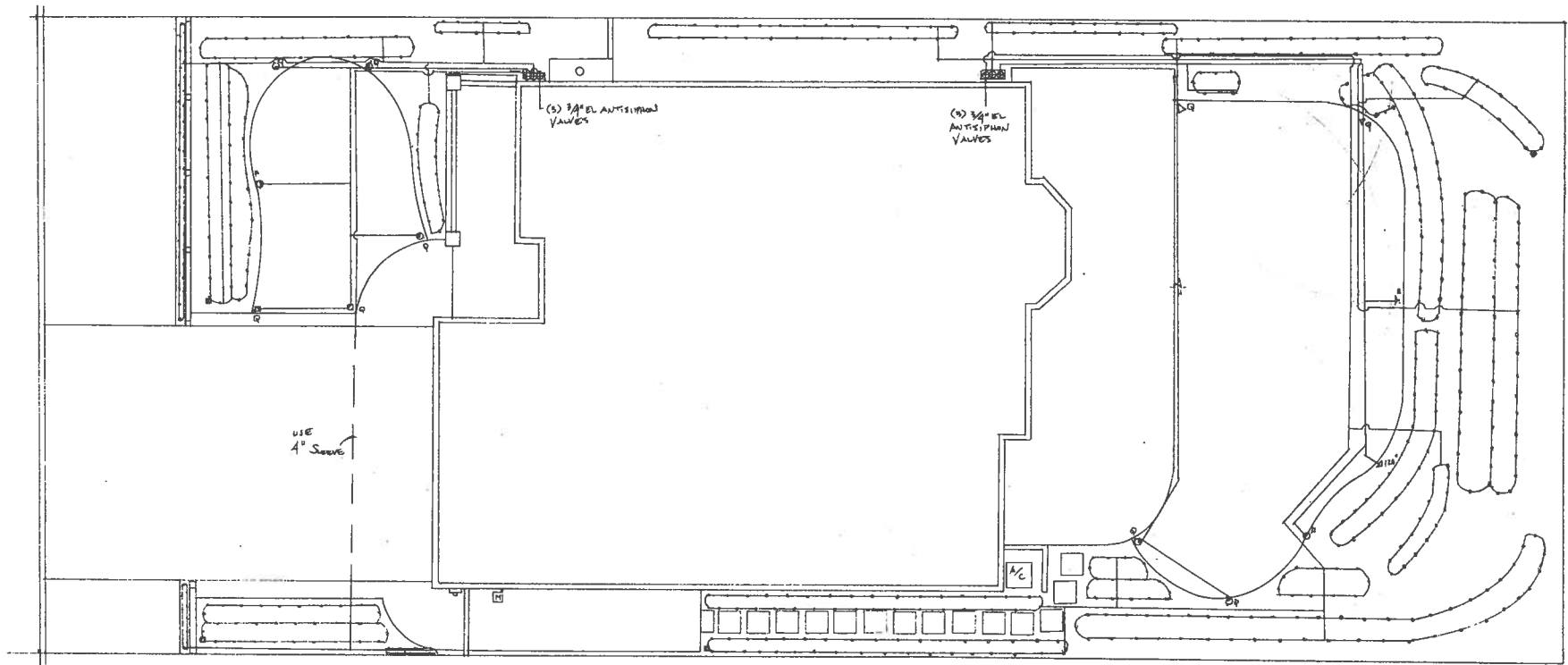
DRAINAGE

*GRADE ALL AREAS AWAY FROM THE HOME.

*SLOPE PAVED AREAS OUT TO PLANTED AREAS.



(111)



**Garden Design
Service**

19" x 10"
IRIGATIONAL LAYOUT
GARDEN DESIGN PLAN
1380 S. SANTA ANITA AVE.
MOUNTAIN VIEW, CA 94039
408 356-2022

1980 Santa Cruz Avenue

Project Description

The property owner seeks to demolish the woebegone existing SFR of approximately 1320sf with carport and build a new custom home in a Country Ranch style which will enhance this neighborhood of eclectically styled older homes.

The neighborhood is transitioning as homes are being remodeled. In fact, a new home is being built just a couple doors down from this property.

The custom home being proposed will be approx 2355.43sf with a two car garage of approx 437sf on a property of approx 5,532sf, resulting in an FAR of about 39.41%.

The home will have board & batt siding and comp shingle roofing, in keeping with a more traditional County Ranch style of home.

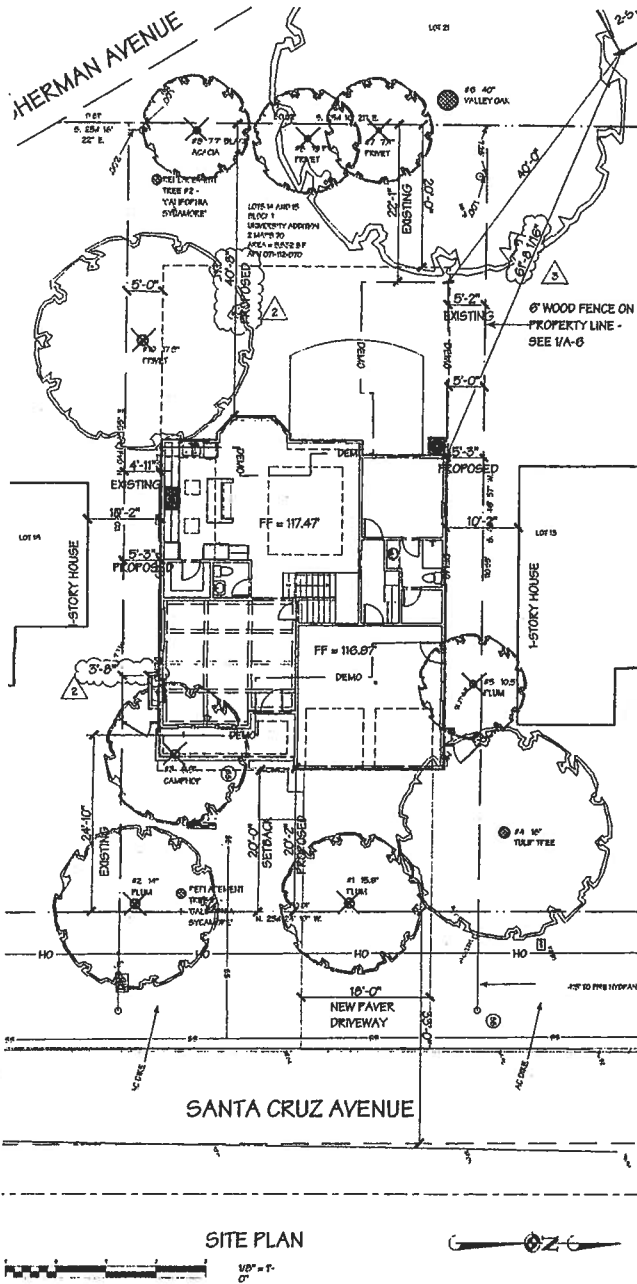
According to the Arborist report, all of the trees on the property are in poor condition, even the 2 heritage-sized trees. The Arborist does not recommend keeping any of the trees. The property owner is committed to planting the number and species of trees as required by the City as he understands that these trees will enhance the value of the property.

A neighborhood meeting was held on August 4 at 7pm. 2 neighbors, Ron & Terry Linch from 1990 Santa Cruz Avenue (next door), were in attendance and an overview of the project site, house footprints, trees, window placement, etc, was provided. The comments by Mr. & Mrs. Linch were favorable.

The following changes to the plans have been made per the request of the Planning Commission at the Hearing of 11/16/15:

1. The 2nd story has added additional finish materials such as wall shingles, front and rear.
2. All the roof eaves are no longer closed boxed but are open with exposed rafters.
3. The 2nd story front wall has been further articulated with the 1st story roof hip radiating off the 2nd story wall corner.
4. The 1st story has been reduced from 10' to 9', which translates to lowering the overall roof by 12".
5. Screening trees have been added.

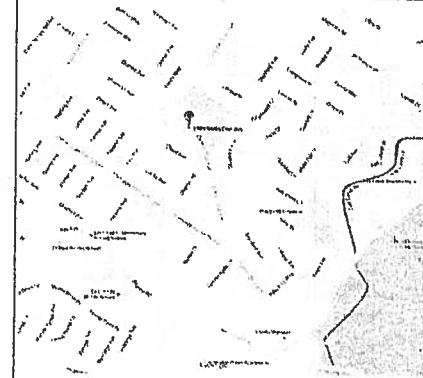
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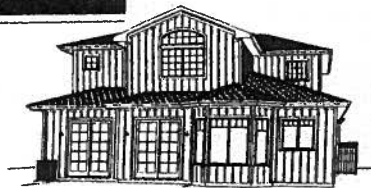
SITE PLAN

APN: 071-112-070
 ZONING: R1-U
 LOT SIZE: 5,532 S.F.
 EXISTING HOUSE: 1,491 S.F.
 NEW HOUSE:
 FIRST FLOOR: 1,255.41 S.F.
 SECOND FLOOR: 1,002.90 S.F.
 TOTAL HOUSE: 2,258.40 S.F.
 GARAGE: 426.18 S.F.
 LOT COV. ALLOWED: 5,532 X .55 = 3,042.6 S.F.
 PROPOSED: 1,804.07 = 32.7% (INCLUDES PORCH & FIREPLACE)
 P.A.L. ALLOWED: 2,900 S.F.
 PROPOSED: 2,713.50 S.F.
 TYPE OF CONSTRUCTION: YB
 OCCUPANCY GROUP: K-3, U
 THIS PROJECT SHALL COMPLY WITH 2013 CFC, CAC, CMC, CFC, CEG, CFC, CAL GREEN, CAL ENERGY CODE, AND LOCAL ORD.

SITE DATA



VICINITY MAP



Survey Tree Species	DBH	COR	HEIGHT	Comments
1. Plum (Prunus pennsylvanica)	15.8	20	25/20	Poor vigor, poor form, codominant at base, in decline, nearly dead.
2. Plum (Prunus pennsylvanica)	14	20	15/25	Poor vigor, poor form, multi leader at base, poor location under utilities, decay, in decline, nearly dead.
3. Camphor (Cinnamomum camphora)	9.9	45	30/20	Fair vigor, fair form, poor location, 5 feet from existing house, 3 feet from neighbors property, tip the back.
4. Tulip tree (Liriodendron tulipifera)	18	55	50/30	Poor vigor, fair form, tip the back, 5 feet from property line, 6 feet from driveway.
5. Plum (Prunus pennsylvanica)	10.5	20	22/15	Poor vigor, poor form, history of limb loss, in decline, nearly dead.
6. Valley oak (Quercus lobata)	40	50	50/50	Fair vigor, poor form, heavy lean to the east, supported by 2 metal props, located in neighbors yard in west corner of property, codominant at 8 feet, heavy insect.
7. Pines (Lagotis japonica)	7.4	30	25/15	Poor vigor, poor form, in decline, nearly dead, supported by 46, lean north, used as screen.
8. Pines (Lagotis japonica)	10.14	0	20/15	DRY, RYMOVE.
9. Black acacia (Eucalyptus melanocorymbos)	7.7	40	30/15	Fair vigor, poor form, codominant at 10 feet, lean north.
10. Pines (Lagotis japonica)	17.94	45	35/20	Poor vigor, poor form, multi leader at base, decay.

*Indicates neighbor's tree

SHEET INDEX

- A-1 SITE PLAN
- A-2 EXISTING FLOOR PLAN, ELEVATIONS
- A-3 NEW FLOOR PLANS
- A-4 ELEVATIONS
- A-5 SECTIONS, DETAILS
- A-6 AREA CALC'S, ROOF PLAN, STREET SCAPES
- A-7 AREA PLAN

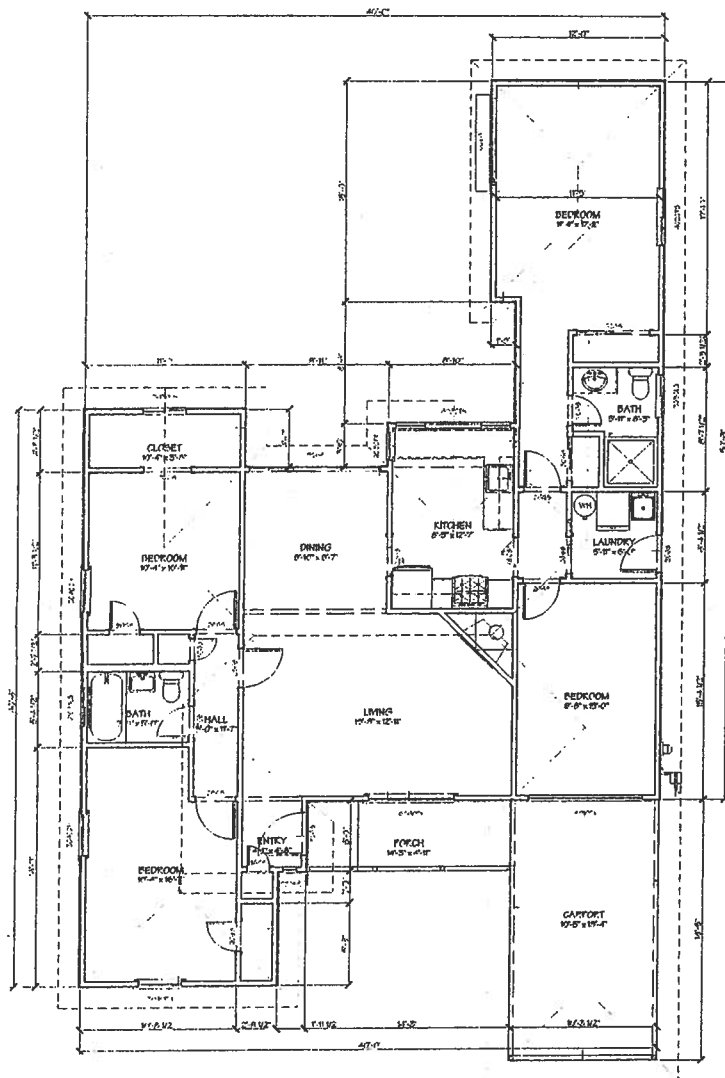
REVISIONS BY

PLANING	2015	
DESIGN	2015	
PERMITS	2015	
CONSTRUCTION	2015	

RICHARD A. HARTMAN
 A.L.A.
 601 NORTH FIRST STREET, SAN ANGELO, TX 76901
 361-2222

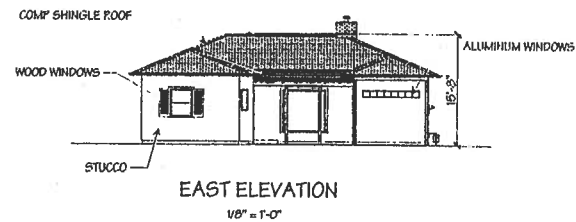
NEW HOME FOR
 GOLDSILVERLAND PROPERTIES, LLC
 1900 SANTA CRUZ AVENUE, MENDO PARK, CA 94025

Date: 7-11-15
 Scale: 1/8" = 1'-0"
 Drawn: RAH
 Job: 15-020
 Sheet: A-1



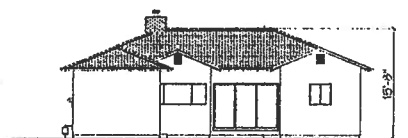
EXISTING FLOOR PLAN

1/4" = 1'-0"



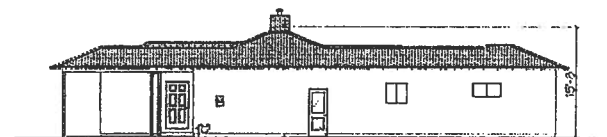
SOUTH ELEVATION

1/8" = 1'-0"



WEST ELEVATION

1/8" = 1'-0"



NORTH ELEVATION

1/8" = 1'-0"

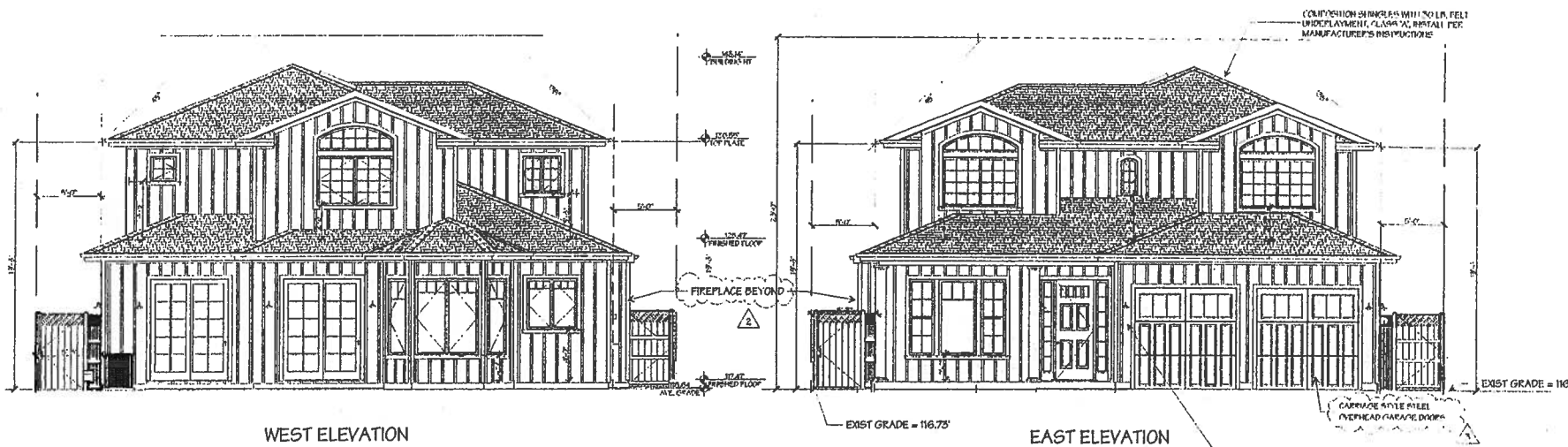


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NEW HOME FOR
GOLDSILVERISLAND PROPERTIES, LLC
 1980 SANTA CRUZ AVENUE, MENLO PARK, CA 94025

Date	7-15-11
Drawn	11/11/11
Checked	11/11/11
Project	11/11/11
Arch	11/11/11
Client	11/11/11

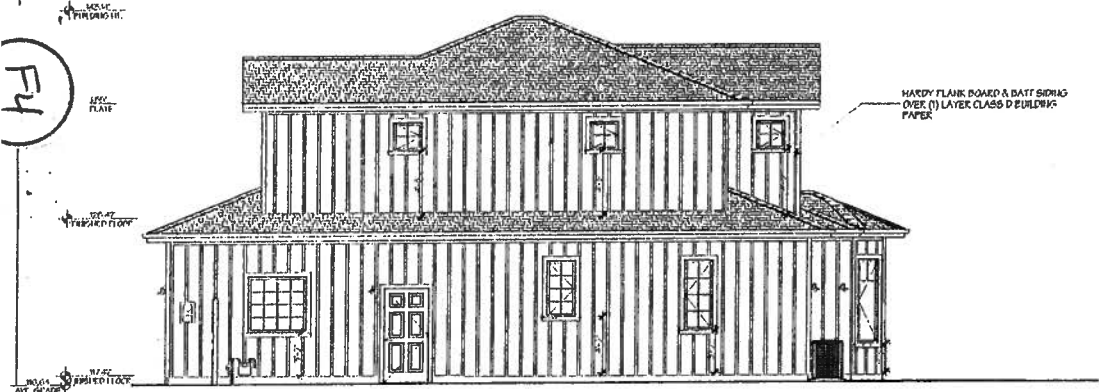
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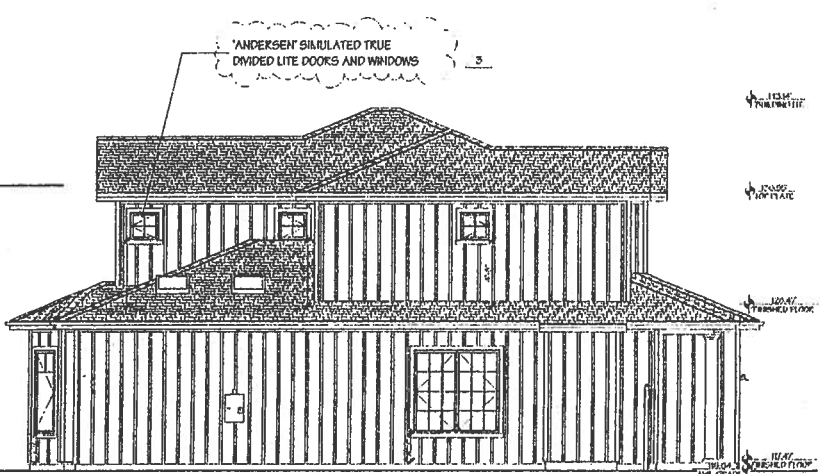
WEST ELEVATION

EAST ELEVATION

F4



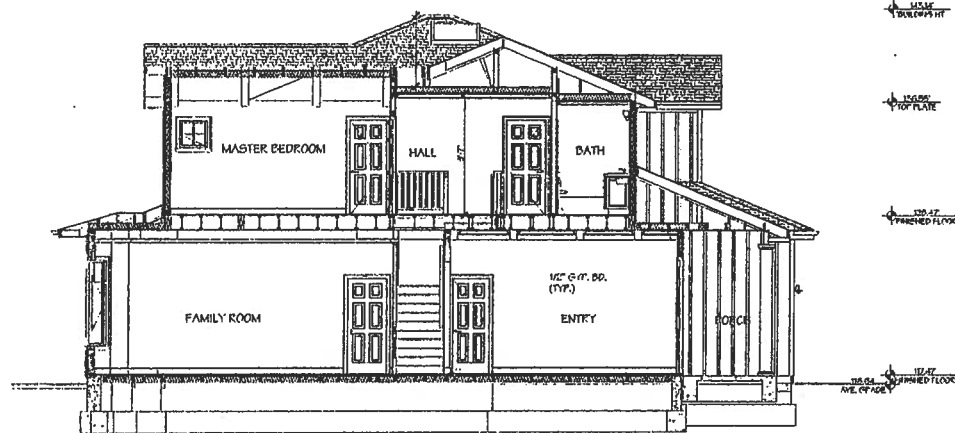
NORTH ELEVATION



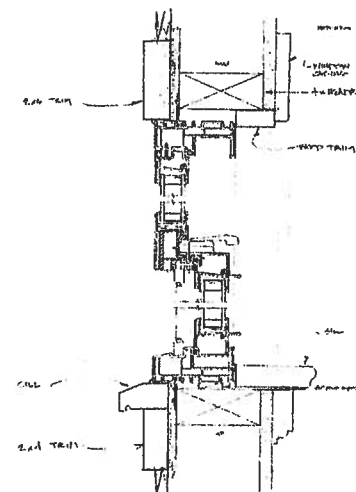
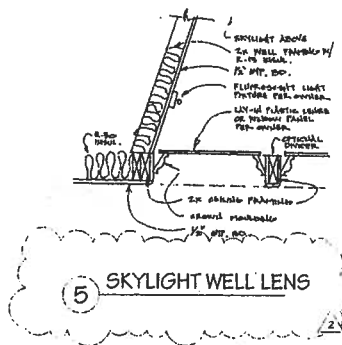
SOUTH ELEVATION

REVISIONS		BY
1	REVISION	11/11/11
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3	REVISION	11/11/11
4	REVISION	11/11/11
5	REVISION	11/11/11

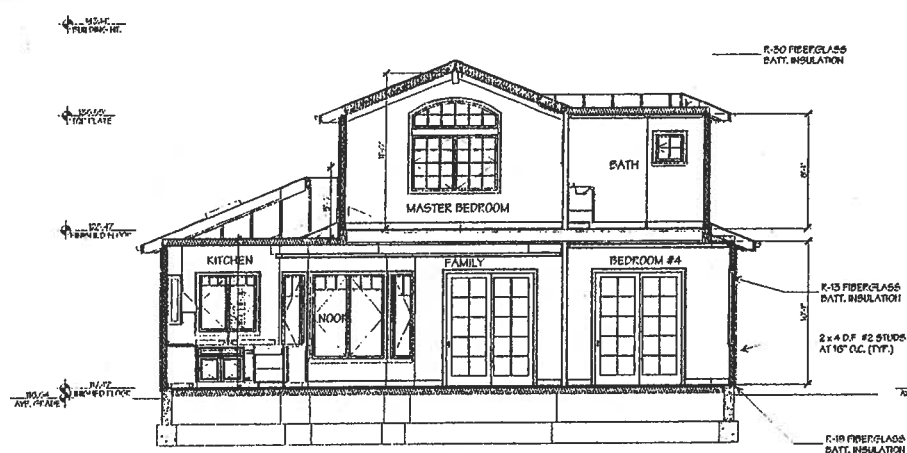
<p>NEW HOME FOR:</p> <p>GOLDSILVERISLAND PROPERTIES, LLC</p> <p>1980 SANTA CRUZ AVENUE, MENLO PARK, CA 94025</p>	
<p>Architect:</p> <p>HOMETEC ARCHITECTURE, INC.</p> <p>10111 - 11TH STREET, SAN RAFAEL, CA 94901</p>	<p>Engineer:</p> <p>11/11/11</p>
<p>Scale:</p> <p>1/4" = 1'-0"</p>	<p>Sheet:</p> <p>A-4</p>



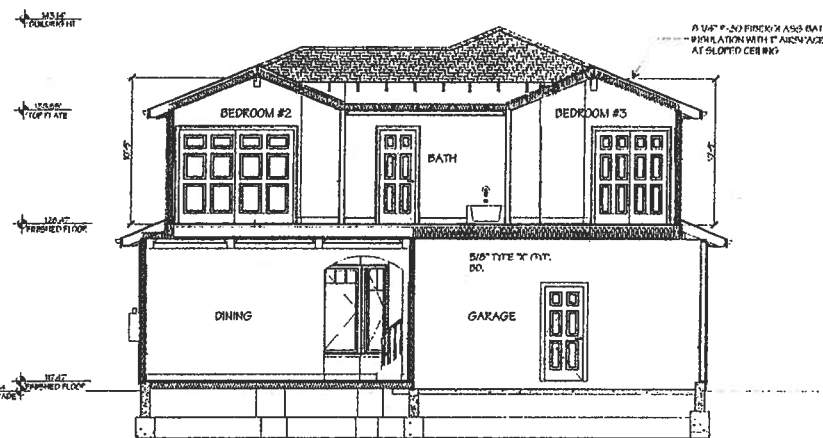
1 SECTION



4 TYPICAL WINDOW TRIM



2 SECTION

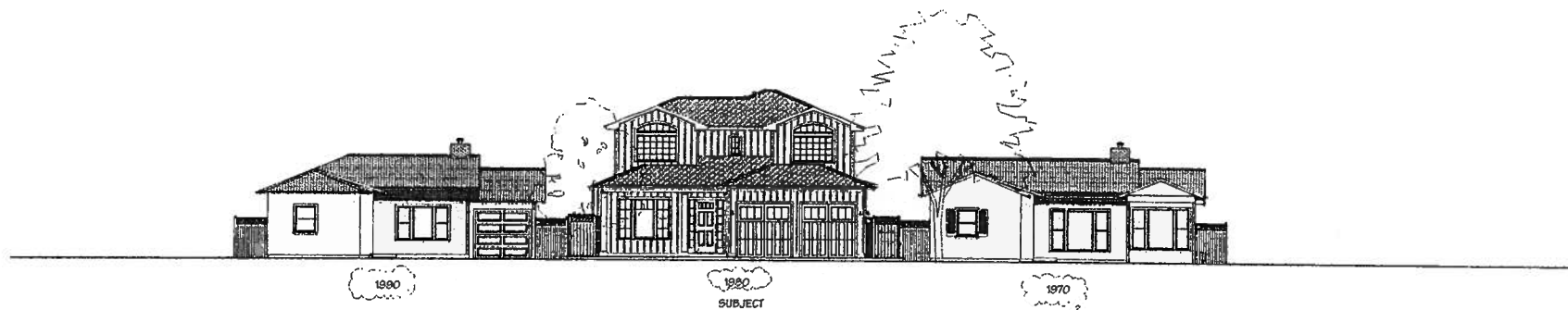


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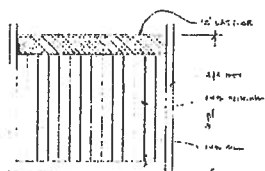
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NEW HOME FOR:
GOLDSILVER ISLAND PROPERTIES, LLC
 1900 SANTA CRUZ AVENUE, MENLO PARK, CA 94025

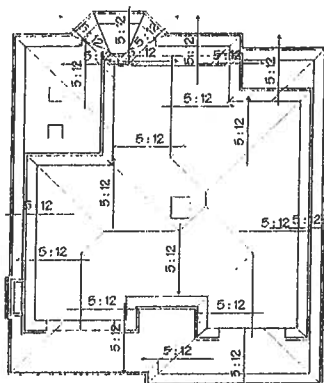
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Job	P-1720
Sheet	A-5



STREET ELEVATION
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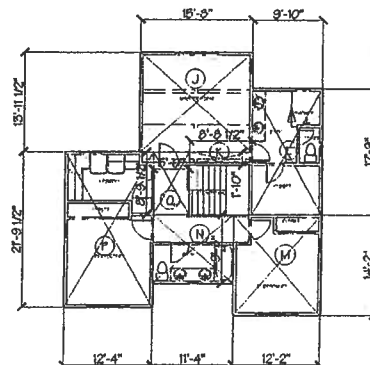


PROPERTY LINE FENCE



ROOF PLAN

1/8" = 1'-0"



J: 15.66 X 14 = 219.24
K: 8.70 X 1.85 = 16.09
L: 9.85 X 17.65 = 173.85
M: 12.18 X 14.16 = 172.18
N: 11.35 X 9.66 = 109.44
O: 5 X 8.79 = 43.95
P: 12.33 X 21.78 = 268.67

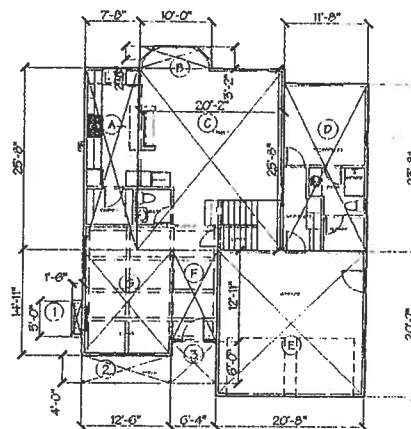
TOTAL SECOND FLOOR: 1,002.99 S.F.

FIRST FLOOR: 1,710.59
SECOND FLOOR: 1,002.99
TOTAL HOUSE: 2,713.58 S.F.

FORCHES & FIREPLACE

1: 1.5 X 5 = 7.5 (FIREPLACE)
2: 12.5 X 4 = 50
3: 6.33 X 6 = 37.98

TOTAL: 95.45 S.F.



A: 7.66 X 25.66 = 196.55

B: 10 X 3.16 - (2 X 2) = 27.6
C: 20.18 X 25.66 = 517.30
D: 11.06 X 23.66 = 261.87
E: 20.66 X 20.58 = 425.18
F: 6.33 X 12.81 = 81.12
G: 12.5 X 14.81 = 185.37

TOTAL FIRST FLOOR: 1,710.59 S.F.

AREA CALCULATIONS

REVISIONS	BY
1. APPROVED	ALL
2. APPROVED	ALL
3. APPROVED	ALL

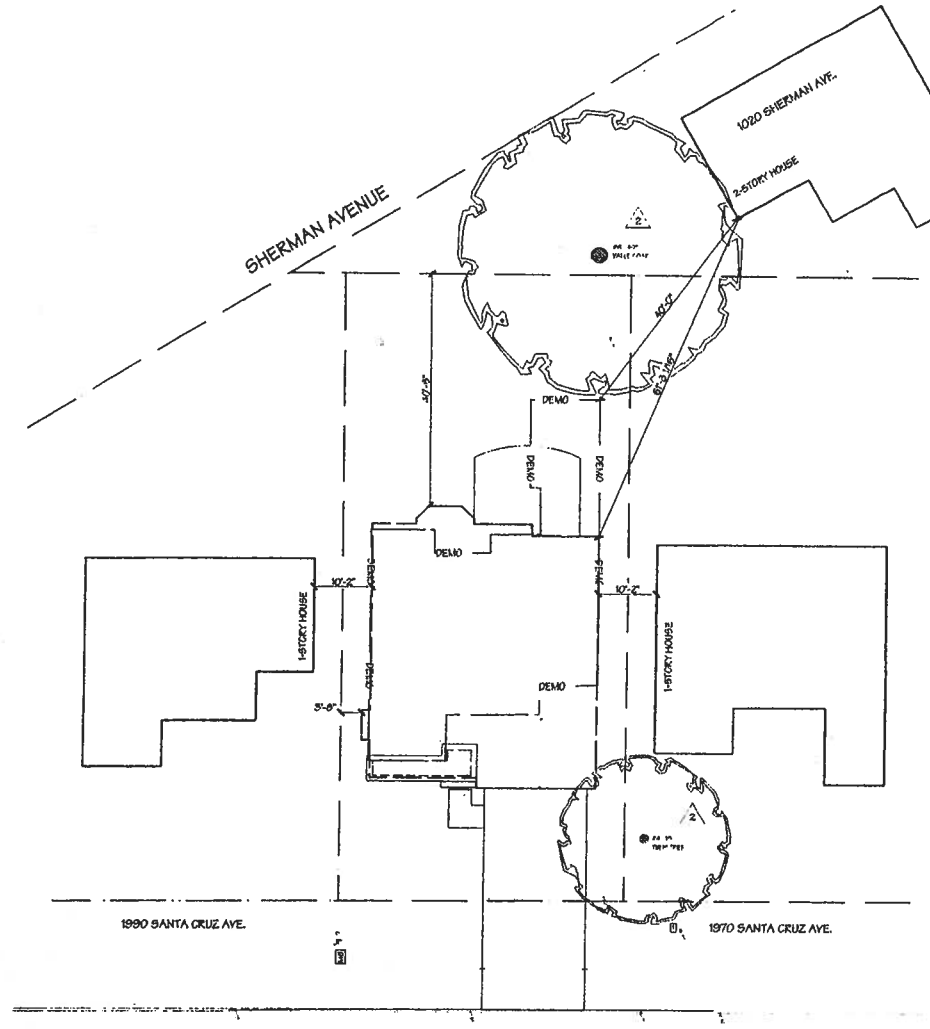
HOMETEC
ARCHITECTURE, INC.
RICHARD A. HARTMAN
ALL
1000 W. 10TH STREET, SUITE 100, LOS ANGELES, CA 90015

NEW HOME FOR
GOLDSILVERISLAND PROPERTIES, LLC
1980 SANTA CRUZ AVENUE, MENLO PARK, CA 94025

Drawn	7.21.11
Check	7.21.11
Printed	7.21.11
Date	7.21.11
Sheet	1 of 2

A-6

F7



AREA PLAN



REVISIONS		BY
1	PLANNING	2-21-15
2	PLANNING	2-21-15
3	PLANNING	2-21-15
4	PLANNING	2-21-15
5	PLANNING	2-21-15

HOMETEC ARCHITECTURE, INC. 400 N. GATE STREET, SUITE 100, LOS ANGELES, CA 90012		RICHARD A. HARTMAN ALL 400 N. GATE STREET, SUITE 100, LOS ANGELES, CA 90012
--	--	---

NEW HOME FOR GOLDSILVERISLAND PROPERTIES, LLC 1890 SANTA CRUZ AVENUE, MENLO PARK, CA 94025	
---	--

Date	7-15-15
Scale	1/8" = 1'-0"
Drawn	R.A.H.
Job	15-0261
Sheet	A-7

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CITY OF MENLO PARK
BUILDING

SHERMAN AVENUE

SANTA CRUZ AVENUE

SITE BENCHMARK

LEGEND

liand@cs.cmu.edu
www.cs.cmu.edu/~liand/



BOUNDARY AND TOPOGRAPHIC SURVEY

GOLDSILVERISLAND PROPERTIES, LLC

GENERAL NOTES

SURVEYOR'S NOTE

UNDERGROUND UTILITY NOTE

Kielty Arborist Services LLC

Certified Arborist WE#0476A

P.O. Box 6187

San Mateo, CA 94403

650-515-9783

RECEIVED

JUL 15 2015

CITY OF MENLO PARK
PLANNING

July 7, 2015

Goldsilverisland Properties, LLC

Attn: Mr. Ying-Min Li

1525 McCarthy Boulevard

Milpitas, CA 95035

Site: 1980 Santa Cruz, Menlo Park, CA

Dear Mr. Li,

As requested on Thursday, July 2, 2015, I visited the above site to inspect and comment on the trees. A new home is planned for this site and your concern for the future health and safety of the trees has prompted this visit.

Method:

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

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

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

1980 Santa Cruz/7/7/15

(2)

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
1	Plum (<i>Prunus cerasifera</i>)	15.9@base	20	25/20	Poor vigor, poor form, codominant at base, in decline, nearly dead.
2	Plum (<i>Prunus cerasifera</i>)	14est	20	15/25	Poor vigor, poor form, multi leader at base, poor location under utilities, decay, in decline, nearly dead.
3	Camphor (<i>Cinnamomum camphora</i>)	9.9	45	30/20	Fair vigor, fair form, poor location, 5 feet from, existing home, 3 feet from neighbors property, tip die back.
4*	Tulip tree (<i>Liriodendron tulipifera</i>)	18est	55	50/30	Poor-fair vigor, fair form, tip die back, 5 feet from property line, 6 feet from driveway.
5	Plum (<i>Prunus cerasifera</i>)	10.5	20	25/15	Poor vigor, poor form, history of limb loss, in decline, nearly dead.
6*	Valley oak (<i>Quercus lobata</i>)	40est	50	50/50	Fair vigor, poor form, heavy lean to the east, supported by 2 metal props, located in neighbors yard in west corner of property, codominant at 8 feet, heavy laterals.
7	Privet (<i>Ligustrum japonicum</i>)	7.4	30	25/15	Poor vigor, poor form, in decline, nearly dead, suppressed by #6, leans north, used as screen.
8	Privet (<i>Ligustrum japonicum</i>)	10.1@base	0	20/15	DEAD, REMOVE.
9	Black acacia (<i>Acacia melanoxylon</i>)	7.7	40	30/15	Fair vigor, poor form, codominant at 10 feet, leans north.
10	Privet (<i>Ligustrum japonicum</i>)	17.9@base	45	35/30	Poor vigor, poor form, multi leader at base, decay.

*indicates neighbor's tree

Summary:

The trees on site are all imported trees except for the neighbors trees. The site has not been well maintained, as it is well overgrown. All trees on site are in poor condition, as there has been no supplemental irrigation to any of the trees in this time of drought. There are only 2 trees that are of heritage size on site. Tree #1 is a heritage size flowering plum with a diameter of 15.9 at its base. This tree is nearly dead and will need to be removed. Tree #10 is a heritage sized privet with a diameter of 17.9 inches. This tree has decay in its leader and had poor vigor. The owner has plans to landscape the property with more suitable species of trees, thus improving the overall appearance of the home, as the home looks in disrepair.

Valley oak tree #6 is located in the west corner of the property in the neighbors yard. The tree is supported by 2 large metal props as it has a heavy lean to the east. The tree is 10 feet away from the property line making this an easy tree to protect during construction.

Tulip tree #4 is located on the neighbors property to the west. It is 6 feet from the existing driveway. At the time of excavation of the driveway, hand tools must be used to ensure that the trees root system is not disturbed. At this time the site arborist will be on site to inspect and offer mitigation measures. The driveway will stay in place for as long as possible and be used for staging.

The site arborist will be on site to inspect during excavation. The following tree protection plan will help reduce impacts to the retained trees on site.

Tree Protection Plan:

Tree protection zones should be established and maintained throughout the entire length of the project. Fencing for the protection zones should be 6 foot tall metal chain link type supported by 2 inch metal poles pounded into the ground by no less than 2 feet. The support poles should be spaced no more than 10 feet apart on center. The location for the protection fencing should be as close to the dripline as possible still allowing room for construction to safely continue. Signs should be placed on fencing signifying "Tree Protection Zone - Keep Out". No materials or equipment should be stored or cleaned inside the tree protection zones. Areas outside the fencing but still beneath the dripline of protected trees, where foot traffic is expected to be heavy, should be mulched with 4 to 6 inches of chipper chips. The Raywood ash and valley oak street trees will need to be protected by fencing in the whole planting strip. The driveway will remain in place for as long as possible to protect the root zone of the magnolia and the valley oak.

1980 Santa Cruz/7/7/15

(4)

Trenching for irrigation, electrical, drainage or any other reason should be hand dug when beneath the driplines of protected trees. Hand digging and carefully laying pipes below or beside protected roots will dramatically reduce root loss of desired trees thus reducing trauma to the entire tree. Trenches should be backfilled as soon as possible with native material and

compacted to near its original level. Trenches that must be left exposed for a period of time should also be covered with layers of burlap or straw wattle and kept moist.

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

Tree protection for valley oak tree #6

The existing wooden fence will offer some protection for this tree. Metal chain link fence shall expand out from the fence an extra 10 feet to offer extra protection to the root zone.

Tree protection for tulip tree #4

The existing wooden fence will suffice as tree protection as there is a 10 foot wide driveway protecting the root zone. The existing driveway will remain as long as possible. During time of excavation the site arborist will be on site to inspect.

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

(G4)



STAFF REPORT

Planning Commission

Meeting Date: 1/25/2016

Staff Report Number: 16-004-PC

Public Hearing: Use Permit/Ana Williamson/420 Claire Place

Recommendation

Staff recommends that the Planning Commission approve a use permit to partially demolish, remodel, and construct first- and second-story additions to an existing single-story, single-family nonconforming residence on a substandard lot with regard to depth in the R-1-S (Single-Family Suburban Residential) zoning district. The proposed expansion would exceed 50 percent of the replacement value of the existing structure in a 12-month period and requires approval of a use permit by the Planning Commission. 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 420 Claire Place, east of the intersection of Middle Avenue and Claire Place near the Allied Arts neighborhood. Claire Place is a cul-de-sac street. A location map is included as Attachment B. Adjacent parcels are also zoned R-1-S, with predominantly two-story, single-family residences on the north side of the cul-de-sac, and primarily single-story, single-family residences on the south side of the cul-de-sac. Residences on Claire Place feature a variety of architectural styles including ranch, Mediterranean and contemporary residential.

Analysis

Project description

The subject site is currently occupied by a single-story residence that is nonconforming with regard to the front, side, and rear setbacks. The applicant is proposing to maintain the 1,138.4-square-foot wing of four bedrooms and two bathrooms located at the left side of the existing residence, while demolishing the remaining 2,050.1 square feet of existing single-story living space and attached two-car garage. The proposal includes construction of a new single-story addition of approximately 1,883 square feet, and a second story addition of approximately 729 square feet. As a result, the proposed first floor area of the residence would decrease by roughly 167 square feet but the total floor area of the residence would increase by nearly 563 square feet when compared with the existing residence. The residence would

become a six-bedroom, four-and-a-half-bathroom home. 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 existing nonconforming walls at the left side of the residence are proposed to remain with the wall framing retained, but all areas of new construction would comply with current setback requirements and other development standards of the R-1-S zoning district. The roof structure would be rebuilt in the nonconforming area to be retained, but the new eaves would comply with the relevant requirements for architectural feature encroachments. The proposed project would eliminate the existing nonconformities with regard to the right side and rear setbacks.

The floor area, building coverage, and height of the proposed residence would all be below the maximum amounts permitted by the Zoning Ordinance. Additionally, the structure would comply with the daylight plane for a two-story home in the R-1-S zoning district.

Design and materials

The long, low profile; simple gabled roof; and mix of brick and wood siding on the existing residence are characteristic of the ranch style. As part of the proposed project, the façade would be updated to achieve a modern farmhouse aesthetic, integrating classic architectural forms and proportions with modern lines, and mixing traditional materials with modern materials. Board and batten siding would be the primary cladding material for the exterior of the residence. The front door and garage door of the residence would be stained wood. The entire roof structure of the residence would be replaced with more complex gabled forms covered in standing-seam metal.

The proposed windows would be metal clad, with interior and exterior grids and spacer bars between the glass. All existing windows would be replaced to ensure consistency in window design. 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.

In addition, the new second story is concentrated toward the right side of the property, where the closest adjacent residence, a two-story single-family home at 400 Claire Place, is approximately 35 feet away. The location of the second story of the proposed structure is oriented in such a way that potential privacy impacts should be relatively low, with views limited mainly to the front yard of 400 Claire Place. The garage would be deemphasized as a design feature by being set back slightly, as well as by the prominence of the central entry. 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.

Trees and landscaping

At present, there are seven trees on or in close proximity to the project site, all of which are heritage trees, and three of which are street trees. All seven trees are proposed to remain. An arborist report has been submitted detailing the condition of each tree (Attachment F). The demolition of the existing residence and construction of the proposed addition are not anticipated to adversely affect the heritage trees located on the subject site or neighboring properties, given that the footprint of the proposed structure largely follows

that of the existing structure. Standard heritage tree protection measures will be ensured through recommended condition 3g.

Valuation

To calculate the replacement and new construction costs on which the use permit threshold is based, the City uses standards established by the Building Division. The City has determined that the replacement cost of the existing structure would be \$583,971, meaning that the applicants would be allowed to propose new construction and remodeling at this site totaling less than \$291,985 in any 12-month period without applying for a use permit. The City has determined that the value of the proposed work would be approximately \$430,824. Based on this estimate, the proposed project exceeds 50 percent of the replacement cost of the existing structure, therefore requiring use permit approval by the Planning Commission.

Correspondence

The applicant indicates that she performed outreach by contacting adjacent property owners regarding the proposed project. Three signed letters were submitted with the application, all of which express support for the proposed project (Attachment G).

Conclusion

Staff believes that the scale, materials, and style of the proposed residence are compatible with those of the greater neighborhood. The second-story addition is oriented toward the right side of the residence, where privacy impacts to the adjacent property would be less significant, and second-story window sill heights are proposed at three feet or higher. No heritage tree impacts are anticipated. 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 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 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. 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

None

Report prepared by:

Tom Smith, Associate Planner

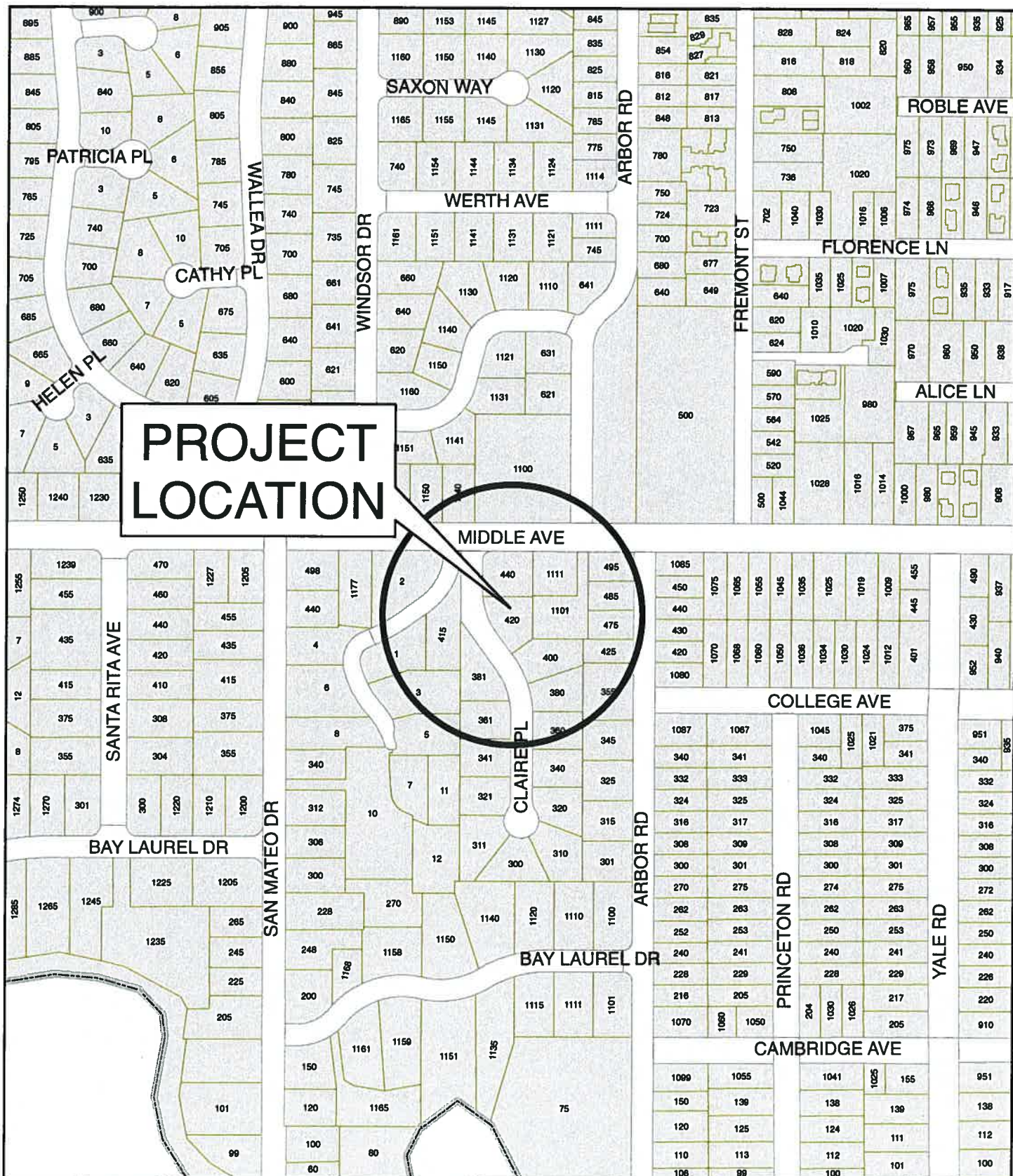
Report reviewed by:

Thomas Rogers, Principal Planner

420 Claire Place – Attachment A: Recommended Actions

LOCATION: 420 Claire Place	PROJECT NUMBER: PLN2015-00096	APPLICANT: Ana Williamson	OWNER: Erika and Ken Drazan
REQUEST: Use Permit/Ana Williamson/420 Claire Place: Request for a use permit to partially demolish, remodel, and construct first- and second-story additions to an existing single-story, single-family nonconforming residence on a substandard lot with regard to depth in the R-1-S (Single-Family Suburban Residential) zoning district. The proposed expansion would exceed 50 percent of the replacement value of the existing structure in a 12-month period and requires approval of a use permit by the Planning Commission.			
DECISION ENTITY: Planning Commission	DATE: January 25, 2016	ACTION: TBD	
VOTE: TBD (Combs, Ferrick, Goodhue, Kadvany, Kahle, Onken, Strehl)			
ACTION: <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> a. Development of the project shall be substantially in conformance with the plans prepared by Ana Williamson Architect, consisting of 16 plan sheets, dated received on January 11, 2016, and approved by the Planning Commission on January 25, 2016, 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. 			





CITY OF MENLO PARK **LOCATION MAP** **420 CLAIRE PLACE**

DRAWN: TAS CHECKED: THR DATE: 01/25/15 SCALE: 1" = 300' SHEET: 1



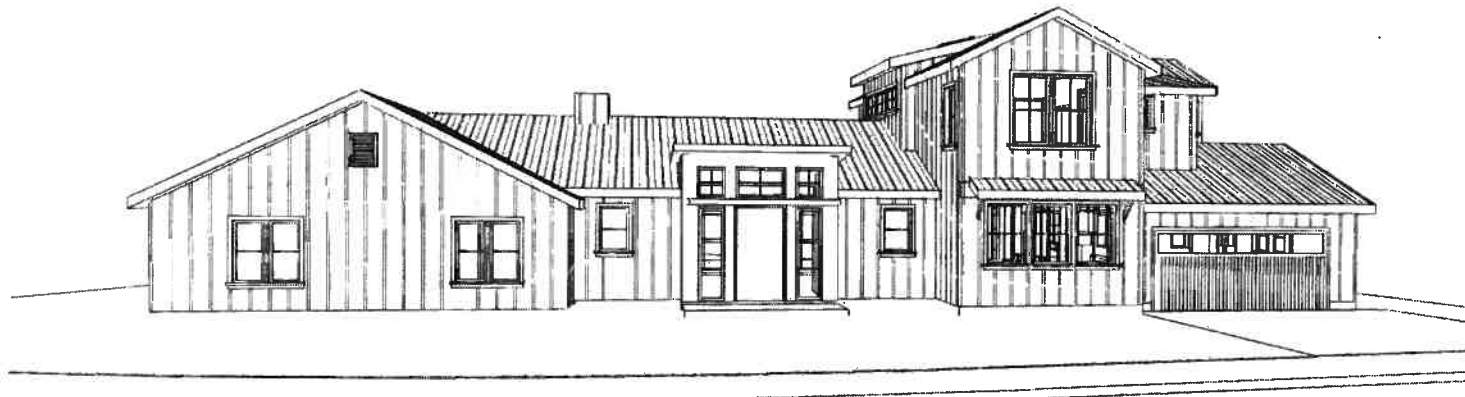
420 Claire Place – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	10,892 sf	10,892 sf	10,000 sf min.
Lot width	111.9 ft.	111.9 ft.	80 ft. min.
Lot depth	86.4 ft.	86.4 ft.	100 ft. min.
Setbacks			
Front	19 ft.	19 ft.	20 ft. min.
Rear	20 ft.	17 ft.	20 ft. min.
Side (left)	9.7 ft.	9.7 ft.	10 ft. min.
Side (right)	10.2 ft.	9.5 ft.	10 ft. min.
Building coverage	3,123 sf	3,321.5 sf	3,812.2 sf max.
	28.7 %	30.5 %	35 % max.
FAL (Floor Area Limit)	3,751 sf	3,188.5 sf	3,773 sf max.
Square footage by floor	2,584.4 sf/1st 729.2 sf/2nd 437.4 sf/garage 81.2 sf/porch 20 fireplace	2,775.2 sf/1st 413.3 sf/garage 122 sf/porch 11 sf/fireplace	
Square footage of buildings	3,852.2 sf	3,321.5 sf	
Building height	25.7 ft.	15.9 ft.	28 ft. max.
Parking	2 covered	2 covered	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			

Trees

Heritage trees	7*	Non-Heritage trees	0	New Trees	7
Heritage trees proposed for removal	0	Non-Heritage trees proposed for removal	0	Total Number of Trees	14

*Includes three street trees and one tree on adjacent property



DRAZAN RESIDENCE

CONTENTS

- A0.0 COVER SHEET
- S0.1 SURVEY
- A0.1 FLOOR AREA/ BUILDING COVERAGE DIAGRAM
- A0.2 NON-CONFORMING VALUATION DIAGRAMS A
- A0.3 NON-CONFORMING VALUATION DIAGRAMS B
- A0.4 AREA PLAN + STREET ELEVATION
- A1.1 PROPOSED SITE PLAN
- A2.1 EXISTING AND DEMO FIRST FLOOR PLAN
- A2.2 EXISTING AND DEMO ROOF PLAN
- A2.3 PROPOSED FIRST FLOOR PLAN
- A2.4 PROPOSED SECOND FLOOR PLAN
- A2.5 PROPOSED ROOF PLAN
- A3.0 EXISTING CONDITIONS EXTERIOR ELEVATIONS
- A3.1 PROPOSED ELEVATIONS
- A3.2 PROPOSED ELEVATIONS
- A3.3 PROPOSED SECTIONS

PROJECT SUMMARY

SITE INFORMATION:		
JOB ADDRESS:	420 CLAIRE PLACE	MAXIMUM HEIGHT:
ASSessor's PARCEL NUMBER:	MENLO PARK, CA 94025	19'-4"
JOINING DISTRICT:	071-200-110	DAYLIGHT PLANE:
PARCELS SIZE:	81-18	SETBACKS:
COMPANYS GROUP:	18,495 SF	FRONT 30'
TYPE OF CONSTRUCTION:	6370	BALCONIES 30' AT REAR, 30' AT SIDE
NUMBER OF STORIES:	1/4	REAR 30'
	2	SIDE 10'
		PARKING: 2 COVERED (107 + 207)

FLOOR AREA CALCULATIONS	EXISTING	PROPOSED	MAX. ALLOWED
MAX. FLOOR AREA (FAL)			
FIRST FLOOR	3,186.5 SF	3,021.8 SF	1,887 SF
SECOND FLOOR	N/A	770.2 SF	8,775 SF
TOTAL FLOOR AREA (FAL)	3,186.5 SF	3,792 SF	
LOT COVERAGE CALCULATIONS			
MAIN RESIDENCE	3,186.5 SF	3,021.8 SF	3,812 SF
BUILDING	11 SF	20 SF	
REAR PORCH	122 SF	81.2 SF	
REAR PORCH (HARDSCAPE)	1,333 SF	2,203 SF	
PREVIOUS PLANNING	6,033.5 SF	6,516 SF	
TOTAL LOT COVERAGE	10,685 SF	10,843 SF	

PROJECT DESCRIPTION

- REMODEL AND ADDITION TO AN (B) 3,186.5 SF SINGLE STORY STRUCTURE
- REMOVE 1,447 SF BMT AT THE FIRST FLOOR
- 846 779.2 SF SECOND STORY ADDITION
- REMODEL OF THE ENTRY FOYER, LIVING/ DINING ROOM, KITCHEN AND GARAGE
- 100 PAINTED BOARD AND BATTEN SIDING, METAL CLAD WINDOWS, AND SANDING
- SEAM METAL ROOF
- PROPOSED HARDSCAPE PLAN WITH RE-USING EXISTING LANDSCAPE PLANTING

VICINITY MAP



CONTACTS

CLIENT:	ERIKA AND KEN DRAZAN 420 CLAIRE PLACE MENLO PARK, CA 94025
ARCHITECT:	ANA WILLIAMSON ARCHITECT 885 SANJA CREEK AVE. A MENLO PARK, CA 94025 T: (415) 325-4781 E: ana@williamsonarchitect.com
ARCHITECT:	BOCK CUSUMER MUNICIPAL ARCHITECT P.O. BOX 1810 FOLTON, CA 95018 T: (925) 331-8919 E: BOCKC@MUNICIPALARCHITECT.COM
LANDSCAPE ARCHITECT:	KEN WILLIG LANDSCAPE ARCHITECT 885 SANJA CREEK AVE. A MENLO PARK, CA 94025 T: (415) 325-4781 E: ken@williglandscape.com



ANA WILLIAMSON ARCHITECT
885 SANJA CREEK AVE. A, MENLO PARK, CA 94025
T: (415) 325-4781
E: ana@williamsonarchitect.com

DRAZAN RESIDENCE

420 CLAIRE PLACE
MENLO PARK, CA 94025

ANA 07/13/2015

DATE	10/09/15
DATE	10/09/2015
DATE	1507
DATE	COVER SHEET
DATE	A0.0

A	12-5"	4-0"	49.7 SF
B	16-5"	5-2"	117.7 SF
C	30-7"	31-5"	971 SF
D	5-0"	28-10"	232.5 SF
E	17-3"	27-4"	382.2 SF
F	5-0"	25-10"	232.5 SF
G	16-0"	35-1"	561.3 SF
H	5-0"	4-0"	24 SF
I	12-10"	4-2"	53.6 SF
J	20-7"	21-3"	437.4 SF

FIRST FLOOR		3,041.8 SF
R	12'-3" x 3'-2"	36.8 SF
S	14'-2" x 1'-11"	27.2 SF
T	12'-8" x 3'-1"	35.2 SF
TRELLIS COVERED ANNEXES		81.2 SF

TOTAL LOT COVERAGE: 3,123 SF

* - SQUARE FOOTAGE FOR FIREPLACE INCLUDED IN LOT COVERAGE CALCULATIONS

PROPOSED FAL CALCULATIONS

A	12-0"	\pm 4-0"	48.7 SF
B	14-0"	\pm 8-2"	117.7 SF
C	20-0"	\pm 11-0"	97.1 SF
D	8-0"	\pm 20-10"	232.5 -20 = 212.5 SF
E	13-0"	\pm 27-4"	362.2 SF
F	8-0"	\pm 20-10"	232.5 SF
G	10-0"	\pm 30-1"	601.3 SF
H	8-0"	\pm 4-0"	24 SF
I	12-10"	\pm 4-2"	53.8 SF
J	20-7"	\pm 21-3"	437.4 SF

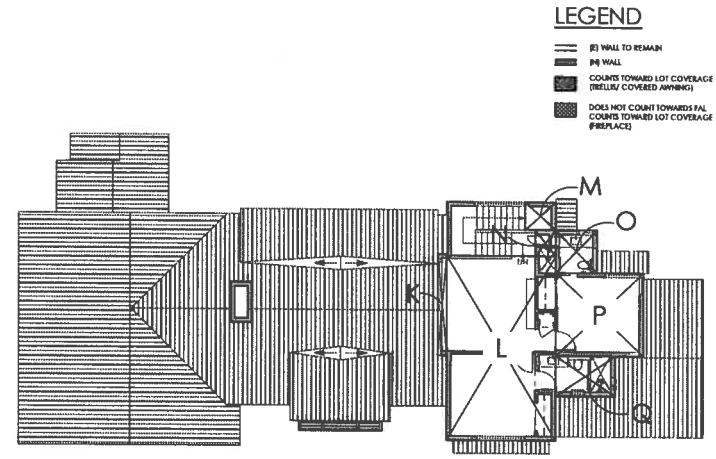
FIRST FLOOR	3,621.9 SF
-------------	------------

K	1'-4" x 14'-11"	19.9 SF
L	14'-0" x 27'-1"	433.3 SF
M	4'-4" x 4'-2"	18.76 SF
N	3'-0" x 3'-10"	11.6 SF
O	6'-0" x 6'-3"	37.5 SF
P	12'-10" x 12'-3"	167.2 SF
Q	8'-2" x 8'-10"	61 SF

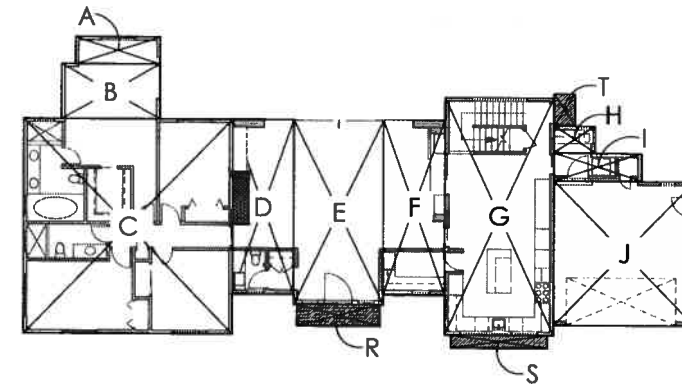
SECOND FLOOR **729.2 SF**

TOTAL FLOOR AREA: 3,751 SF

* - SQUARE FOOTAGE FOR FIREPLACE (2'-0"X3'-0"=20 SF)
EXCLUDED FROM FAL CALCULATIONS



2 PROPOSED SECOND FLOOR AREA DIAGRAM
1/8" = 1'-0"



1 PROPOSED FIRST FLOOR AREA DIAGRAM
1/8" = 1'-0"

EXISTING DEVELOPMENT

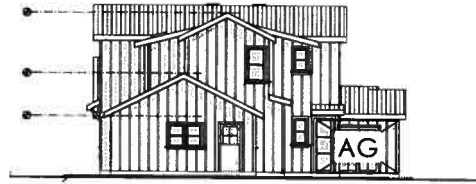
NON-CONFORMING STRUCTURE TYPE	SQ. FT.	CONSTRUCTION COST	EXISTING VALUE
A FIRST FLOOR	6'-0" X 12'-0" = 66.7 SF	\$200.00	\$9,440.00
B FIRST FLOOR	8'-0" X 16'-0" = 177.7 SF	\$200.00	\$23,440.00
C FIRST FLOOR	37'-0" X 30'-0" = 661 SF	\$200.00	\$194,200.00
D FIRST FLOOR	28'-10" X 20'-0" = 653.3 SF	\$200.00	\$160,200.00
E FIRST FLOOR	28'-0" X 28'-10" = 788.1 SF	\$200.00	\$188,200.00
F FIRST FLOOR	12'-0" X 2'-11" = 35.7 SF	\$200.00	\$7,140.00
G FIRST FLOOR	17'-0" X 2'-10" = 34 SF	\$200.00	\$4,800.00
H FIRST FLOOR	6'-0" X 2'-0" = 12 SF	\$200.00	\$2,400.00
I FIRST FLOOR	17'-0" X 2'-10" = 34 SF	\$200.00	\$4,800.00
J FIRST FLOOR	3'-11" X 15'-0" = 58.5 SF	\$200.00	\$12,440.00
K FIRST FLOOR	2'-0" X 18'-0" = 36 SF	\$200.00	\$13,000.00
L FIRST FLOOR	3'-0" X 4'-0" = 12 SF	\$200.00	\$3,240.00
M FIRST FLOOR	1'-10" X 2'-10" = 7 SF	\$200.00	\$1,400.00
N FIRST FLOOR	1'-10" X 5'-11" = 11 SF	\$200.00	\$400.00
O FIRST FLOOR	5'-0" X 22'-1" = 111 SF	\$200.00	\$2,200.00
P FIRST FLOOR	18'-0" X 5'-7" = 108.1 SF	\$200.00	\$21,200.00
Q GARAGE	18'-0" X 21'-0" = 413.3 SF	\$75.00	\$20,850.00

TOTAL \$583,971.00

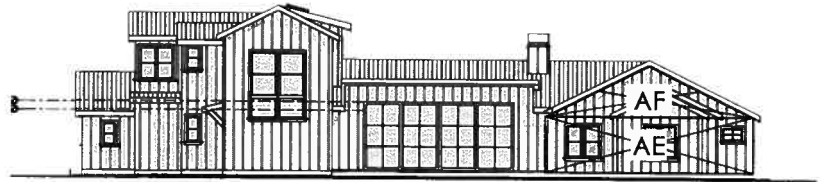
PROPOSED DEVELOPMENT

NON-CONFORMING STRUCTURE TYPE	SQ. FT.	CONSTRUCTION COST	EXISTING VALUE
A FIRST FLOOR	1'-0" X 12'-0" = 18.8 SF	\$200.00	\$3,880.00
B FIRST FLOOR	8'-0" X 2'-0" = 25 SF	\$100.00	\$7,000.00
C FIRST FLOOR	8'-0" X 8'-0" = 95 SF	\$100.00	\$4,500.00
D FIRST FLOOR	18'-11" X 8'-0" = 171.7 SF	\$100.00	\$17,700.00
E FIRST FLOOR	28'-10" X 12'-0" = 222 SF	\$100.00	\$22,000.00
F FIRST FLOOR	18'-0" X 8'-0" = 144 SF	\$100.00	\$18,000.00
G FIRST FLOOR	8'-0" X 8'-0" = 64 SF	\$100.00	\$8,272.00
H FIRST FLOOR	7'-0" X 16'-0" = 124 SF	\$100.00	\$16,000.00
I FIRST FLOOR	2'-11" X 7'-0" = 23.8 SF	\$100.00	\$4,480.00
J FIRST FLOOR	2'-0" X 7'-0" = 25 SF	\$100.00	\$500.00
K FIRST FLOOR	6'-11" X 12'-0" = 85.1 SF	\$200.00	\$13,000.00
L FIRST FLOOR	6'-11" X 1'-0" = 7 SF	\$100.00	\$1,300.00
M FIRST FLOOR	22'-0" X 18'-0" = 380 SF	\$100.00	\$38,000.00
N FIRST FLOOR	27'-0" X 20'-0" = 424 SF	\$100.00	\$17,000.00
O FIRST FLOOR	4'-0" X 12'-0" = 53.8 SF	\$100.00	\$3,300.00
P FIRST FLOOR	4'-0" X 3'-0" = 12 SF	\$100.00	\$3,600.00
Q FIRST FLOOR	4'-0" X 2'-0" = 11 SF	\$100.00	\$1,100.00
R SECOND FLOOR	14'-11" X 18'-0" = 224 SF	\$200.00	\$4,480.00
S SECOND FLOOR	27'-0" X 18'-0" = 422 SF	\$200.00	\$4,480.00
T SECOND FLOOR	8'-10" X 8'-0" = 61 SF	\$200.00	\$10,300.00
U SECOND FLOOR	12'-0" X 8'-0" = 63.3 SF	\$200.00	\$18,000.00
V SECOND FLOOR	18'-0" X 8'-0" = 111 SF	\$200.00	\$22,000.00
W SECOND FLOOR	3'-10" X 7'-0" = 11.5 SF	\$200.00	\$2,300.00
X SECOND FLOOR	4'-0" X 8'-0" = 16.78 SF	\$200.00	\$3,700.00
Y (W) ROOF OVER (E) SF	34'-11" X 22'-0" = 1,169.8 SF	\$50.00	\$50,000.00
Z (W) ROOF OVER (E) SF	7'-0" X 18'-0" = 127.2 SF	\$50.00	\$9,360.00
AA	4'-0" X 14'-0" = 67.7 SF	\$50.00	\$2,885.00
AB REPLACEMENT OF (E) WINDOWS & SIDING	8'-0" X 30'-0" = 240 SF	\$35.00	\$8,400.00
AC REPLACEMENT OF (E) WINDOWS & SIDING	120'-0" X 7'-0" = 840 SF	\$35.00	\$29,400.00
AD REPLACEMENT OF (E) WINDOWS & SIDING	7'-10" X 42'-0" = 343.4 SF	\$35.00	\$12,018.00
AE REPLACEMENT OF (E) WINDOWS & SIDING	8'-0" X 30'-0" = 240 SF	\$35.00	\$8,400.00
AF REPLACEMENT OF (E) WINDOWS & SIDING	80'-0" X 7'-0" = 560 SF	\$35.00	\$19,600.00
AG REPLACEMENT OF (E) WINDOWS & SIDING	80'-0" X 7'-0" = 560 SF	\$35.00	\$19,600.00
AD REPLACEMENT OF (E) WINDOWS & SIDING	7'-10" X 42'-0" = 343.4 SF	\$35.00	\$12,018.00

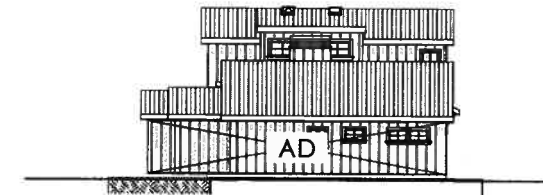
TOTAL \$430,824.00
73.8%



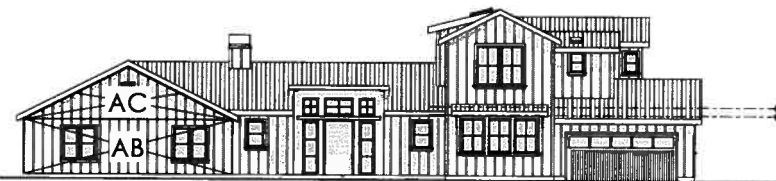
④ PROPOSED EAST (RIGHT) ELEVATION - NON-CONFORMING EVALUATION DIAGRAM
1/8" = 1'-0"



③ PROPOSED NORTH (REAR) ELEVATION - NON-CONFORMING VALUATION DIAGRAM
1/8" = 1'-0"

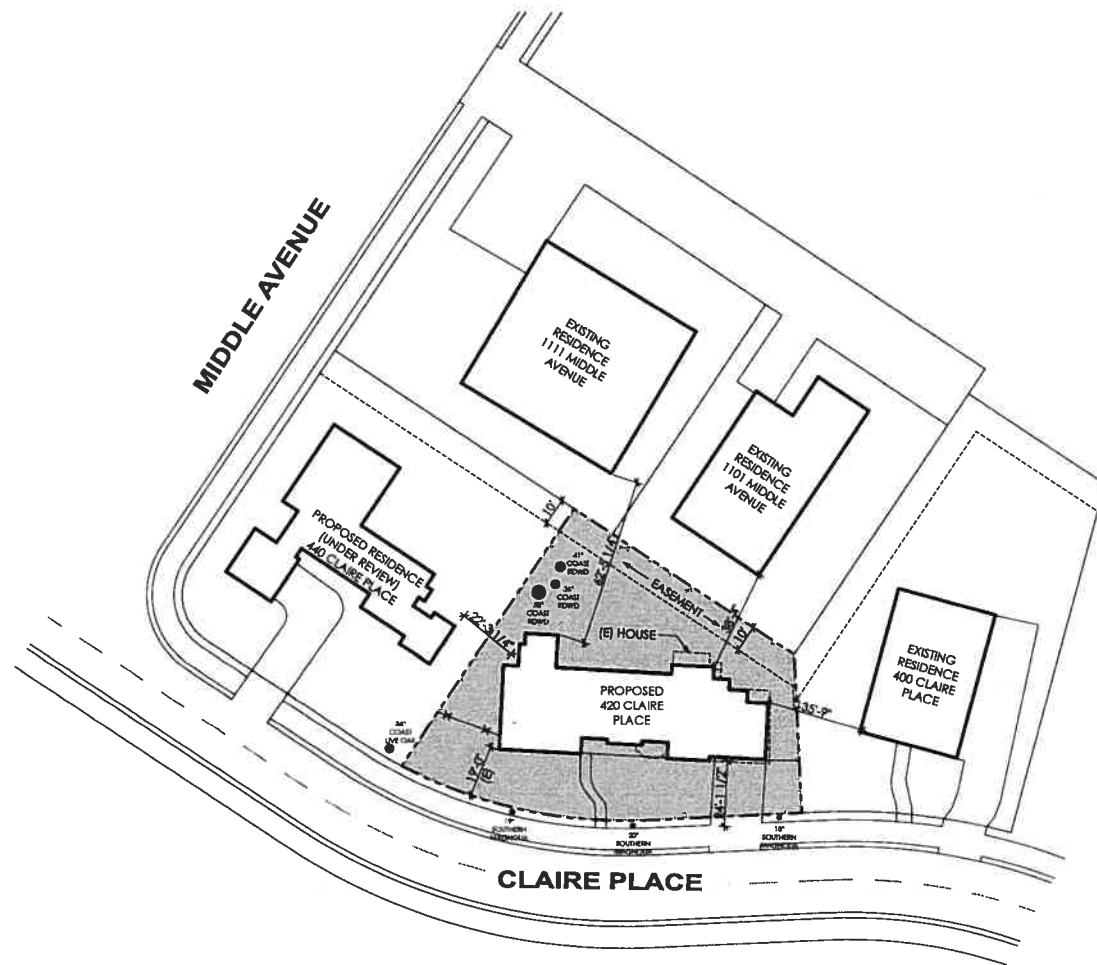


② PROPOSED WEST (LEFT) ELEVATION - NON-CONFORMING VALUATION DIAGRAM
1/8" = 1'-0"



① PROPOSED SOUTH (FRONT) ELEVATION - NON-CONFORMING VALUATION DIAGRAM
1/8" = 1'-0"

D6



2 AREA PLAN
1" = 20'



1 STREETSCAPE
1/16" = 1'-0"



ANA WILLIAMSON ARCHITECT
885 SAKIN COSE AVE., MENLO PARK, CA 94025
APR 07/2010

DRAZAN RESIDENCE

420 CLAIRE PLACE
MENLO PARK, CA 94025

APR 07/2010

DATE	BY
10/09/13	10/09/13
11/22/13	11/22/13
01/04/14	01/04/14

PLAN	10/09/2013
DATE	10/09/2013
AREA	1507
DESCRIPTION	AREA PLAN + STREET ELEVATION

A0.4

[illegible]

DRAZAN RESIDENCE
420 CLAIRE PLACE
MENLO PARK, CA 94025

[illegible]

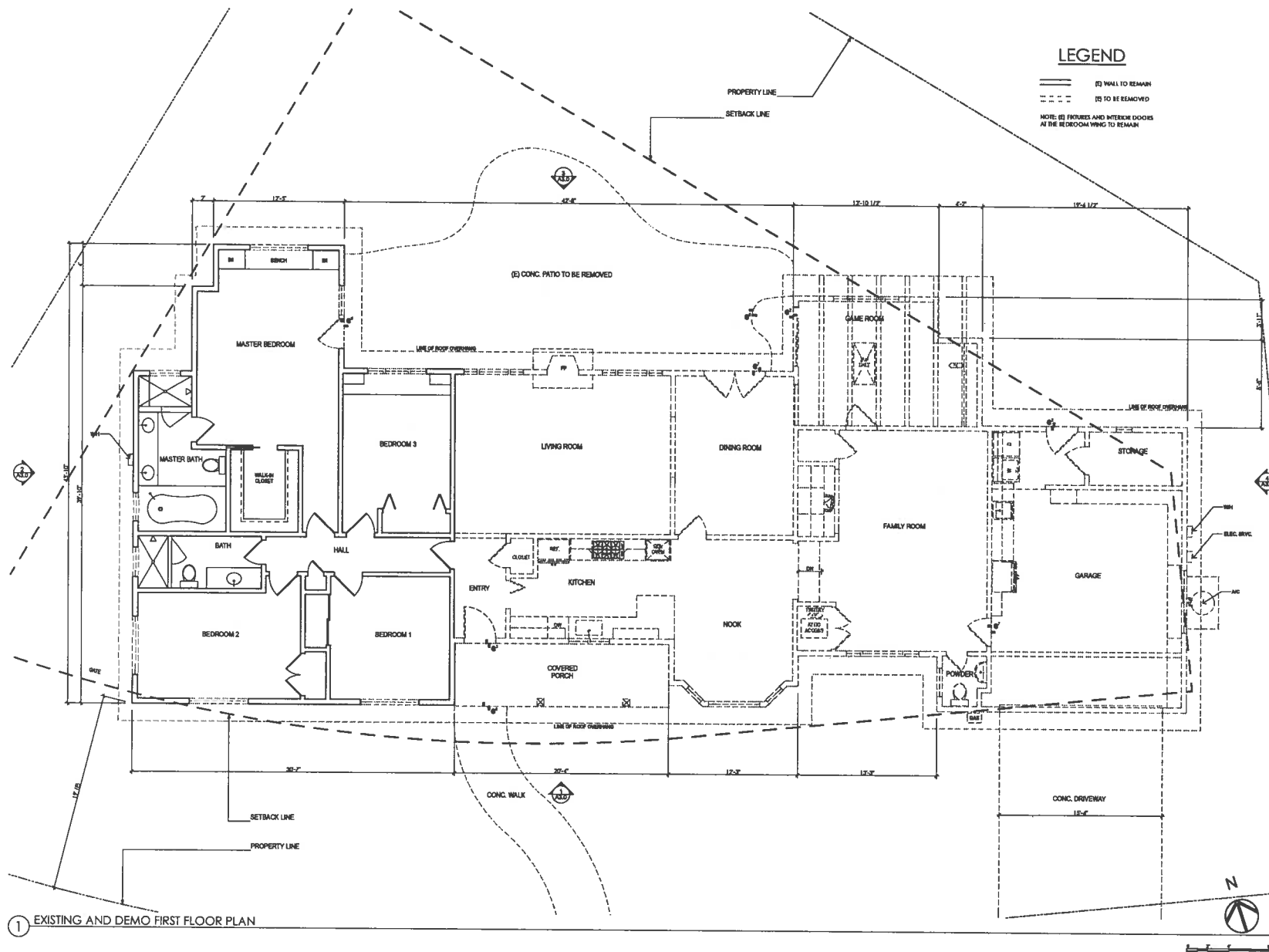
A1.2

420 CLAIRE PLACE
MENLO PARK, CA 94025

011375375110

LINE	DESCRIPTION	DATE
1	USE PERMIT	10/09/15
2	USE PERMIT COMMENTS	11/17/15
3	USE PERMIT COMMENTS 2	01/04/16

A2.0



1 EXISTING AND DEMO FIRST FLOOR PLAN

⑨



DATE _____ **DRAWN BY** _____
USER PERMIT 10/09/18
USER PERMIT COMMENTS 11/17/18
USER PERMIT COMMENTS 2 01/04/19

SUBNO _____ **KY**
DATE 10/09/2015
PLOT NO. 1507
CUSTOMER NAME _____
EXISTING/DEMO ROOF PLAN
DETAIL

A2.1

A2.1



ANA WILLIAMSON ARCHITECT
285 SANTA CRUZ AVE. A. MENLO PARK, CA 94025
TEL: 650 329 0377 FAX: 650 329 4781



ANA WILLIAMSON ARCHITECT
888 SANTA CLARE AVE., MENLO PARK, CA 94025
TEL: 650.325.4741

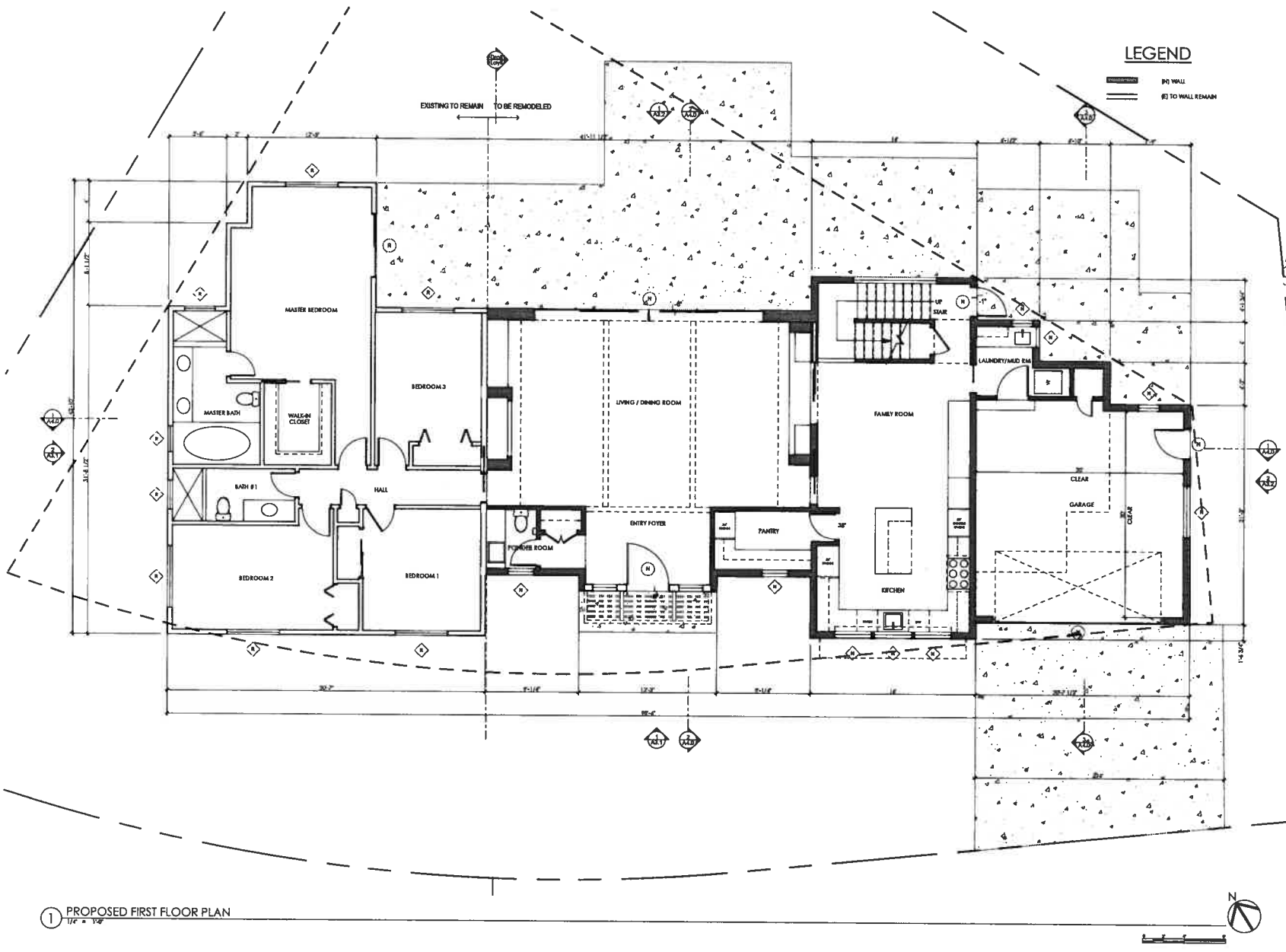
DRAZAN RESIDENCE
420 CLAIRE PLACE
MENLO PARK, CA 94025

APR 07/2010

DATE	10/09/13
USE PERMIT	10/09/13
USE PERMIT COMMENTS	11/22/13
USE PERMIT COMMENTS 2	01/04/14
DATE	10/09/2015
USE PERMIT	1507
USE PERMIT COMMENTS	
DATE	10/09/2015
USE PERMIT	1507
USE PERMIT COMMENTS	
DATE	10/09/2015
USE PERMIT	1507
USE PERMIT COMMENTS	

PROPOSED FIRST FLOOR
PLAN

A2.2



1 PROPOSED FIRST FLOOR PLAN
1/4" = 1'-0"

[illegible]

☐ (E) WALL TO REMAIN
☐ (N) WALL

DATE _____ TIME _____
USER ID# _____ 10/09/13
USER PRINT COMMENTS _____ 11/17/13
USER PRINT COMMENTS 2 _____ 01/04/14

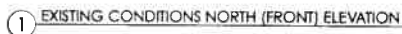
PERSONA _____ KY
DOB _____ 10/09/2015
JULY 01 _____ 1507

PERSONA'S NAME _____
PROPOSED SECOND FLOOR PLAN

UNSAT _____

ANA WILLIAMSON ARCHITECT
 885 SAVOY CIRCLE WEST, MARLBOROUGH, MA 01528
 (408) 229-0377 • (408) 223-4791







420 CLAIRE PLACE
MENLO PARK, CA 94025

APR 07 13 37 110



USE PERMIT _____ 01/09/2015
USE PERMIT COMMENTS 1 _____
USE PERMIT COMMENTS 2 _____

JULY 2015
PROPOSED ELEVATIONS

40

A3.1

(N) SKYLIGHTS

(N) ROOF RIDGE

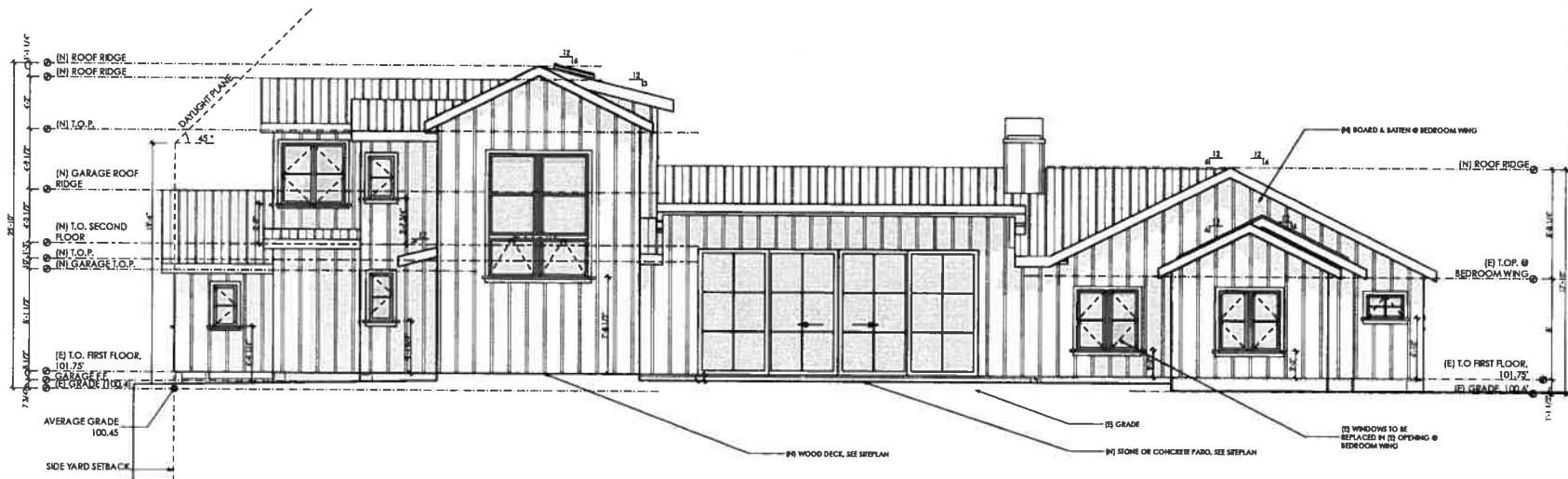
(N) I.O.P.

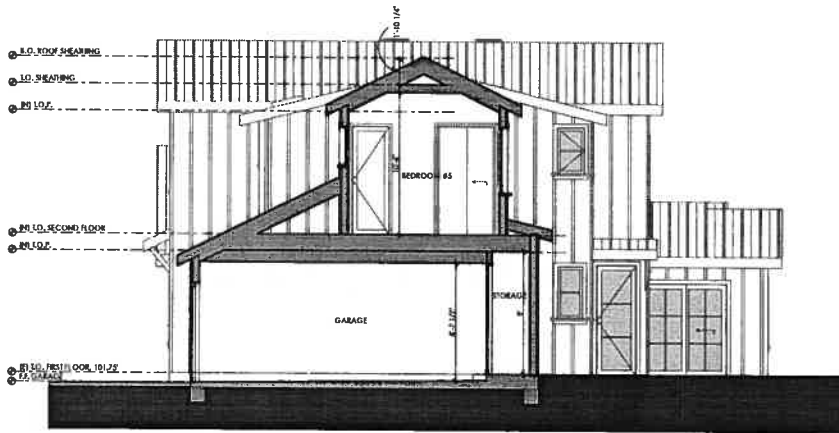
(N) ROOF RIDGE

(E) I.O.P. @ BEDROOM WING

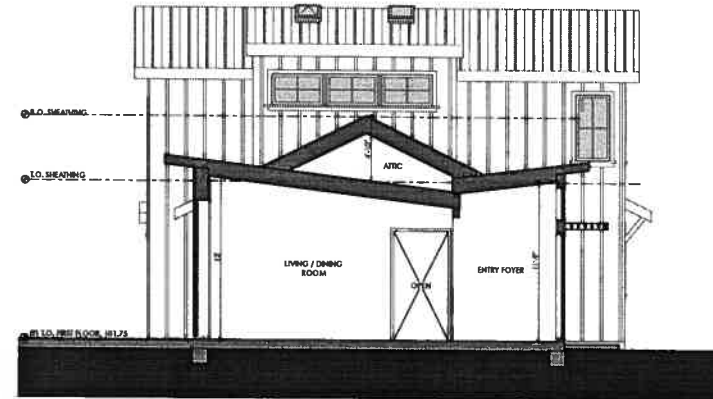
(E) I.O. REST ROOM 101.25 TO GRADE 100.75

(E) GRADE

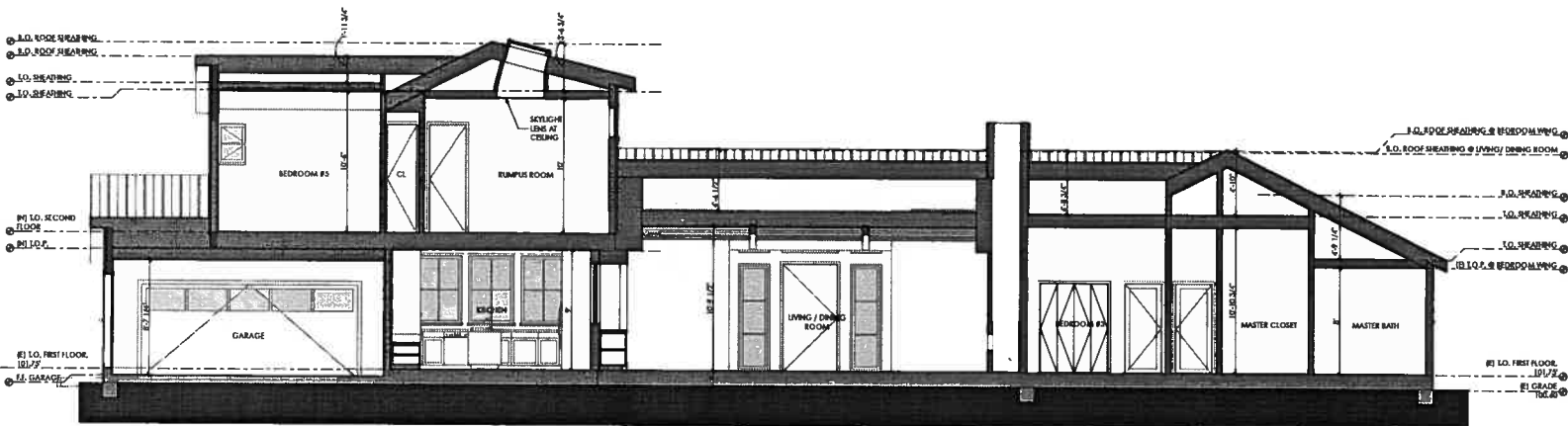




③ SECTION THROUGH GARAGE/ BEDROOM #5
1/4" = 1'-0"



② LIVING / DINING ROOM SECTION
1/4" = 1'-0"



① SECTION THROUGH GARAGE/ KITCHEN/ LIVING/ DINING ROOM/ BEDROOM #3/ MASTER CLOSET/ MASTER BATH/ BEDROOM #5/ RUMPU ROOM
1/4" = 1'-0"



ANA WILLIAMSON ARCHITECT
100 DAVIS CIRCLE, STE. 100, MENLO PARK, CA 94025
TEL: 650.325.4500 FAX: 650.325.4501

DRAZAN RESIDENCE

420 CLAIRE PLACE
MENLO PARK, CA 94025

APR 07/2010

DATE	10/09/2015
DESIGNER	10/09/2015
USE PRINT COMMENTS 1	10/09/2015
USE PRINT COMMENTS 2	01/09/2016
DATE	10/09/2015
DESIGNER	10/09/2015
USE PRINT COMMENTS 1	10/09/2015
USE PRINT COMMENTS 2	01/09/2016
DATE	10/09/2015
DESIGNER	10/09/2015
USE PRINT COMMENTS 1	10/09/2015
USE PRINT COMMENTS 2	01/09/2016

A4.0



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Project Description

Drazan Residence
420 Claire Place
Menlo Park, CA 94025

NOV 18 2015

CITY OF MENLO PARK
BUILDING

The purpose of this proposal is to apply for a Use Permit for the project at 420 Claire Place, Menlo Park. The property is zoned R-1-S and the lot is substandard in relation to its depth. The existing house is also non-conforming, with various corners of the house sitting within the setbacks.

The project consists of the remodel and addition to an existing 3,186 SF single story ranch style home. The proposed design includes reducing the existing first floor square footage by a net of 145 SF, (removing 243 SF and adding 98 SF) and adding a 732 SF second story. The proposed design also includes approximately 1,800 SF of interior renovations of the existing Entry Foyer, Kitchen, Living Room, Dining Room, Family Room, Laundry Room and Garage, while the existing bedroom wing is to remain intact, with the exception of replacing the existing doors and windows and the exterior materials. The entire structure is to be re-roofed. New hardscape is proposed at the front and rear yards while keeping and re-using existing landscape.

From the beginning of the project, the goal was keep the existing bedroom wing in tact, leaving the existing non-conformities to remain while bringing the remodeled area of construction into compliance with the setbacks and to also re-use as much of the existing building footprint and foundation, as was feasible.

The proposed design explores a modern farmhouse aesthetic which reflects both the interest of the clients as well as the overall guiding principles of our practice. The materials for the proposed structure will be a painted board and batten siding with metal clad windows and doors, with a standing seam metal roof. We believe in an architectural language that is not defined by emulating a specific architectural style, but rather is informed by elements such as straightforward forms, scale, proportion, and the use of materials and details which come together to create a harmonious whole.

Many efforts were made by our clients and design team to keep the house within the R-1-S zoning code and maximize privacy to the neighbors. The height of the structure is well below the required daylight plane and the second floor addition is less than half of the first floor area. It is our belief that the proposed project will add architectural interest to a neighborhood that is rapidly changing without imposing its bulk or mass on its neighbors.

We have proactively met with all contiguous and nearby homeowners on Claire Place and Middle Avenue and shared with them the architectural and landscaping plans of this project. Feedback has been supportive, encouraging, and gratifying that the designs reflect an updated aesthetic found throughout the neighborhood, a sizing that is respectful of the nearby homes, and second floor vantage points that honor the privacy of contiguous properties. Several of the adjacent homeowners have submitted signed notices in support of the project and the remaining compliments are willing to submit similar documentation.



**Tree Inventory, Assessment,
And
Protection**

**420 Claire Place
Menlo Park, CA 94025**

Prepared for:

Erika Drazan

October 8, 2015

Prepared By:



Monarch Consulting Arborists LLC
P.O. Box 1010
Felton, CA 95018
831. 331. 8982

**ASCA - Registered Consulting Arborist ® #496
ISA - Board Certified Master Arborist® WE-4341B**

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OCT 09 2015

**CITY OF MENLO PARK
PLANNING**

FI —

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Summary

The property located at 420 Claire Place in Menlo Park contains seven trees comprised of three different species which are as follows: three southern magnolia, three coast redwood, and one coast live oak on the adjacent site. All the trees are in fair or good condition with good suitability for preservation. The construction of the addition will have little to no impact on the existing trees and is largely within the footprint of the existing structure. The greatest impact on the trees will come from the landscape plan. The City of Menlo Park requires a tree protection zone of ten times the trunk diameter while industry standards can allow for a maximum encroachment of six times the diameter in some instances. Tree protection zone distances are listed in Appendix B2 of this document.

Introduction

Background

Erika Drazan asked me to assess the site, trees, proposed footprint plan, and to provide a report with my findings and recommendations to help satisfy the City of Menlo Park planning requirements.

Assignment

1. Provide an arborist's report that includes an assessment of the trees within the project area. The assessment is to include the species, size (trunk diameter), condition (health and structure), and suitability for preservation ratings.
2. Provide tree protection specifications and influence ratings for the trees that will be affected by the project.

Limits of the assignment

1. The information in this report is limited to the condition of the trees during my inspection on September 28, 2015. No tree risk assessments were performed.
2. The plans reviewed for this assignment were as follows: Landscape Plan L1.01 dated 10/05/2015 provided by Keith Willig Landscape Architecture and Proposed First and Second Floor Plan dated 09/29/2015 provided by Ana Williamson Architect.

Purpose and use of the report

The report is intended to identify all the trees within the plan area that could be affected by a project. The report is to be used by the property owners, their agents, and the City of Menlo Park as a reference for existing tree conditions to help satisfy the planning requirements.



Observations

The property is located on the north side of Claire Place in Menlo Park and contains six trees. There are three southern magnolia (*Magnolia grandiflora*) growing along the road frontage and a stand of three coast redwoods (*Sequoia sempervirens*) located in the northwest corner of the backyard. There is one more additional tree, a coast live oak (*Quercus agrifolia*), growing on the adjacent property to the north with a crown that extends over the property boundary. The table below lists the trees and their characteristics (Table 1).

Table 1: Tree Inventory and Characteristics

Tree Species	Number	Trunk diameter	~ Height	~ Crown Diameter	Observations
Southern magnolia (<i>Magnolia grandiflora</i>)	1	18	40	30	50% of root area under pavement. Normal foliar color and size, somewhat sparse crown
Southern magnolia (<i>Magnolia grandiflora</i>)	2	20	40	30	50% of root area under pavement. Normal foliar color and size, somewhat sparse crown
Southern magnolia (<i>Magnolia grandiflora</i>)	3	19	40	30	50% of root area under pavement. Normal foliar color and size, somewhat sparse crown
Coast redwood (<i>Sequoia sempervirens</i>)	4	58	100	60	Multiple tops (3). Adventitious tops
Coast redwood (<i>Sequoia sempervirens</i>)	5	36	100	60	Suppressed between trees
Coast redwood (<i>Sequoia sempervirens</i>)	6	41	100	60	Corrected lean at edge of stand
Coast live oak (<i>Quercus agrifolia</i>)	7	36	100	50	Normal foliar color, size, and density



Discussion

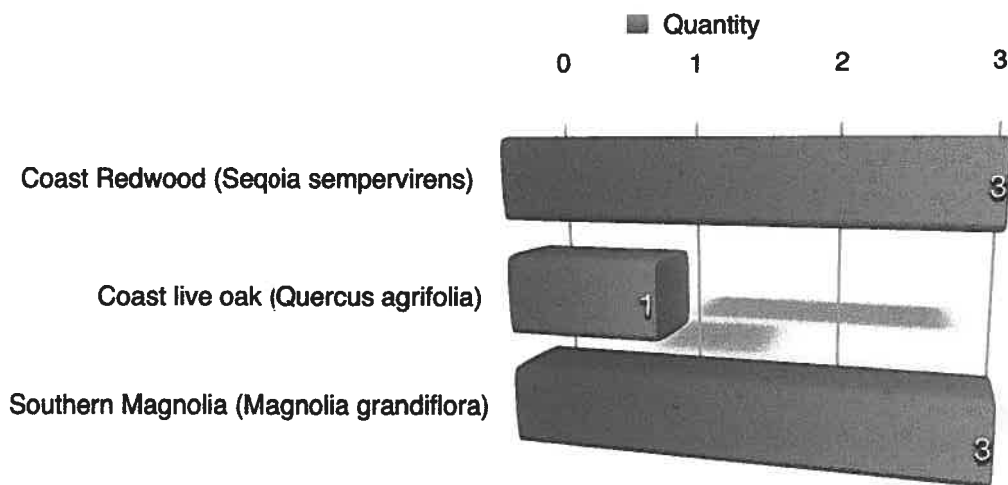
Tree Inventory

Section 13.24.020 of the City of Menlo Park ordinance defines “heritage tree as the following:

1. A tree or group of trees of historical significance, special character or community benefit, specifically designated by resolution of the city council;
2. An oak tree (*Quercus*) which is native to California and has a trunk with a circumference of 31.4 inches (diameter of ten (10) inches) or more, measured at fifty-four (54) inches above natural grade. Trees with more than one trunk shall be measured at the point where the trunks divide, with the exception of trees that are under twelve (12) feet in height, which will be exempt from this section.
3. All trees other than oaks which have a trunk with a circumference of 47.1 inches (diameter of fifteen (15) inches) or more, measured fifty-four (54) inches above natural grade. Trees with more than one trunk shall be measured at the point where the trunks divide, with the exception of trees that are under twelve (12) feet in height, which will be exempt from this section. (Ord. 928 § 1 (part), 2004).

The site contains seven trees comprised of three different species which are as follows: three southern magnolia, three coast redwood, and one coast live oak on the adjacent site.

Chart 1: Species Distribution



Condition Rating

A tree's condition is a determination of its overall health and structure based on five aspects: Roots, trunk, scaffold branches, twigs, and foliage. The assessment considered both the health and structure of the trees for a combined condition rating.

- Exceptional = Good health and structure with significant size, location or quality.
- Good = No apparent problems, good structure and health, good longevity for the site.
- Fair = Minor problems, at least one structural defect or health concern, problems can be mitigated through cultural practices such as pruning or a plant health care program.
- Poor = Major problems with multiple structural defects or declining health, not a good candidate for retention.
- Dead/Unstable = Extreme problems, irreversible decline, failing structure, or dead.

All the trees are in fair condition and the coast live oak is in good shape. The southern magnolias are somewhat drought stressed and supplemental watering in the summer may help the trees. The coast redwoods are growing in a stand of three trees and each exhibits some characteristics of stand hierarchy. The southwestern most tree is the largest of the three however it does have multiple tops now and the tree may have been topped or the top blew out in a storm some time ago. The middle tree is suppressed by its associates and is sandwiched between the two edge trees. The northern most tree has a corrected lean and asymmetric crown as it reaches away from the stand. The neighbor's coast live oak is in good condition with no significant problems identified.

Suitability for Preservation

A tree's suitability for preservation is determined based on its health, structure, age, species characteristics, and longevity using a scale of good, fair, or poor. The following list defines the rating scale (Tree Care Industry Association, 2012):

- Good = Trees with good health, structural stability and longevity.
- Fair = Trees with fair health and/or structural defects that may be mitigated through treatment. These trees require more intense management and monitoring, and may have shorter life spans than those in the good category.
- Poor = Trees in poor health with significant structural defects that cannot be mitigated and will continue to decline regardless of treatment. The species or individual may possess characteristics that are incompatible or undesirable in landscape settings or unsuited for the intended use of the site.

All of the trees have good suitability for preservation and are assets to the site and neighborhood. Some maintenance will be required to maintain the trees.



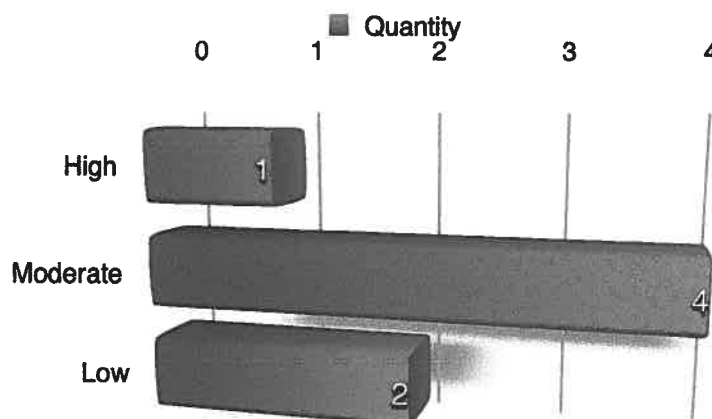
Influence Level

Influence level defines how a tree may be influenced by construction activity and proximity to the tree, and is described as low, moderate, or high. The following scale defines the impact rating:

- Low = The construction activity will have little influence on the tree.
- Moderate = The construction may cause future health or structural problems, and steps must be taken to protect the tree to reduce future problems.
- High = Tree structure and health will be compromised and removal is recommended, or other actions must be taken for the tree to remain. The tree is located in the building envelope.

The construction of the addition will have little to no impact on the existing trees and is largely within the footprint of the existing structure. The greatest impact on the trees will come from the landscape plan. The enlarging and replacing of the driveway will require sub-base excavation within the root zone of magnolia number one. There is existing concrete in a portion of this area, however care will need to be taken to avoid greater and excessive root damage. The new path and stone seat wall around magnolia number two are far enough from the tree but constructing these items without causing excessive root loss will be difficult. Care will need to be taken and protection around the root zone will be required to preserve the tree. The new lawn around the coast redwoods in the backyard may cause significant root damage and loss. The turf needs to be placed on grade or above grade to minimize root loss. Any rototilling and removal of the existing lawn could highly impact the trees by removing all the existing fine roots on the soil surface. Magnolia number three and the neighbor's coast live oak will not be affected. The chart below lists the construction impact ratings and quantities of trees affected (Chart 2).

Chart 2: Construction influence Rating



Tree Protection

Tree protection focuses on protecting trees from damage to the roots, trunk, or scaffold branches from heavy equipment (Appendix D).

The tree protection zone (TPZ) is the defined area in which certain activities are prohibited to minimize potential injury to the tree. The TPZ can be determined by a formula based on species tolerance, tree age, and diameter at breast height (DBH) (Matheny, N. and Clark, J. 1998) or as the drip line in some instances. The tree protection zones for this project should simply be located at the tree drip line distances where possible (Figure 1). The City of Menlo Park requires a tree protection zone of ten times the trunk diameter while industry stands can allow for a maximum encroachment of six times the diameter in some instances.

Preventing mechanical damage to the main stems from equipment or hand tools can be accomplished by wrapping the main stem with straw wattle (Figure 2). The wattle will create a porous barrier around the trunk and prevent damage to the bark and vascular tissues underneath. Trees that are to be moderately affected by the project without adequate fence protection should be wrapped in wattle.

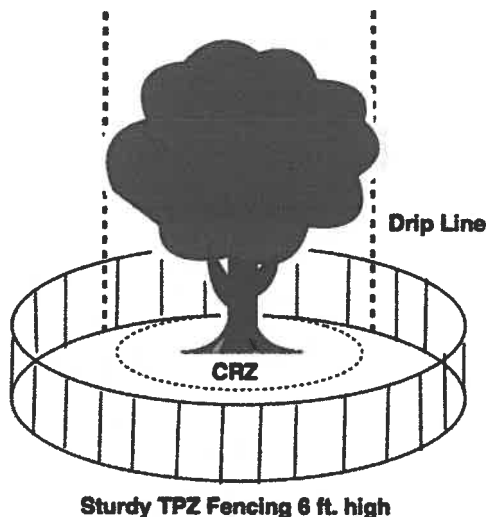


Figure 1: Tree protection distances

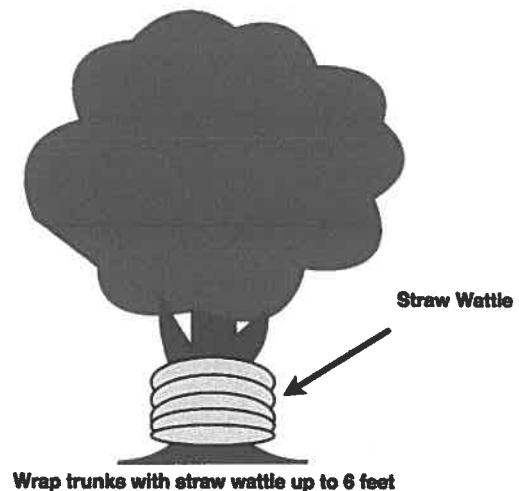


Figure 2: Trunk protection with straw wattle



Conclusion

The property located at 420 Claire Place in Menlo Park contains seven trees comprised of three different species which are as follows: three southern magnolia, three coast redwood, and one coast live oak on the adjacent site. All the trees are in fair condition and the coast live oak is in good shape. All the trees have good suitability for preservation and are assets to the site and neighborhood. Some maintenance will be required to maintain the trees. The construction of the addition will have little to no impact on the existing trees and is largely within the footprint of the existing structure. The greatest impact on the trees will come from the landscape plan. The enlarging and replacing of the driveway will require sub-base excavation within the root zone of magnolia number one. The new path and stone seat wall around magnolia number two are far enough from the tree but constructing these items without causing excessive root loss will be difficult. The new turf around the coast redwoods in the backyard may cause significant root damage and loss. The turf needs to be placed on grade or above grade to minimize root loss. Any rototilling and removal of the existing lawn could highly impact the trees by removing all the existing fine roots on the soil surface. Magnolia number three and the neighbor's coast live oak will not be affected. The City of Menlo Park requires a tree protection zone of ten times the trunk diameter while industry standards can allow for a maximum encroachment of six times the diameter in some instances. Tree protection zone distances are listed in Appendix B2 of this document.



Recommendations

1. Obtain all necessary permits from the City of Menlo Park prior to removing or significantly altering any tree.
2. Refer to Appendix D of this document for general protection guidelines and specifications.

Protection during demolition

Place fence around the trees at the city required distances of ten times the diameter in feet. See distances located in the table in Appendix B2.

Protection During Construction

1. Maintain fence at city required distances until the landscape improvements are to be made.
2. Once landscape improvements begin move fence to the maximum encroachment distances of six times the diameter around the coast redwoods.
3. Do not rototill for new turf installation in the back yard. Raise grade and import soil if possible.
4. Place 2-4 inches of mulch, bark or wood chips under the magnolia when constructing the new walkway and seat wall. Wrap the trunk with straw wattle.
5. Provide adequate supplemental water to all trees during the process.

Driveway Construction

1. The first priority for the driveway construction is to adopt a no dig policy and incorporate a design plan that will minimize soil compaction and root disturbances around tree to be retained.
2. Wrap the trunk with straw wattle.
3. Use the thinnest material possible to achieve structural compliance such as concrete versus asphalt.
4. Adjust the finished grade to be above the natural grade without digging for a sub-grade treatment. In this instance the pavement will be higher up and edge treatments or curbing also need to be constructed above grade.



5. Use paving material that does not rely on the strength of a compacted sub-base for strength. This may be accomplished by reinforcing the surface layer material.
6. Place geotextile fabric at the bottom of the sub-base to reduce displacement into the parent soil along with a reduction in compaction requirements. Use biaxial Tensar BX-1100 or equivalent to manufacturer specifications on grade.
7. Create pop-outs with a least two feet of space between the trunk flare at grade level and the new hard-scape.

Bibliography

American National Standard for Tree Care Operations: Tree, Shrub and Other Woody Plant Management : Standard Practices (Management of Trees and Shrubs During Site Planning, Site Development, and Construction)(Part 5). Londonderry, NH: Secretariat, Tree Care Industry Association, 2012. Print.

ISA. *Glossary of Arboricultural Terms*. Champaign: International Society of Arboriculture, 2011. Print.

Matheny, Nelda P. *Trees and development: A technical guide to preservation of trees during land development*. Bedminster, PA: International Society of Arboriculture, 1998.

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Glossary of Terms

Defect: An imperfection, weakness, or lack of something necessary. In trees defects are injuries, growth patterns, decay, or other conditions that reduce the tree's structural strength.

Diameter at breast height (DBH): Measures at 1.4 meters (4.5 feet) above ground in the United States, Australia (arboriculture), New Zealand, and when using the Guide for Plant Appraisal, 9th edition; at 1.3 meters (4.3 feet) above ground in Australia (forestry), Canada, the European Union, and in UK forestry; and at 1.5 meters (5 feet) above ground in UK arboriculture.

Drip Line: Imaginary line defined by the branch spread or a single plant or group of plants.

Mechanical damage: Physical damage caused by outside forces such as cutting, chopping or any mechanized device that may strike the tree trunk, roots or branches.

Scaffold branches: Permanent or structural branches that for the scaffold architecture or structure of a tree.

Straw wattle: also known as straw worms, bio-logs, straw noodles, or straw tubes are man made cylinders of compressed, weed free straw (wheat or rice), 8 to 12 inches in diameter and 20 to 25 feet long. They are encased in jute, nylon, or other photo degradable materials, and have an average weight of 35 pounds.

Tree Protection Zone (TPZ): Defined area within which certain activities are prohibited or restricted to prevent or minimize potential injury to designated trees, especially during construction or development.

Tree Risk Assessment: Process of evaluating what unexpected things could happen, how likely it is, and what the likely outcomes are. In tree management, the systematic process to determine the level of risk posed by a tree, tree part, or group of trees.

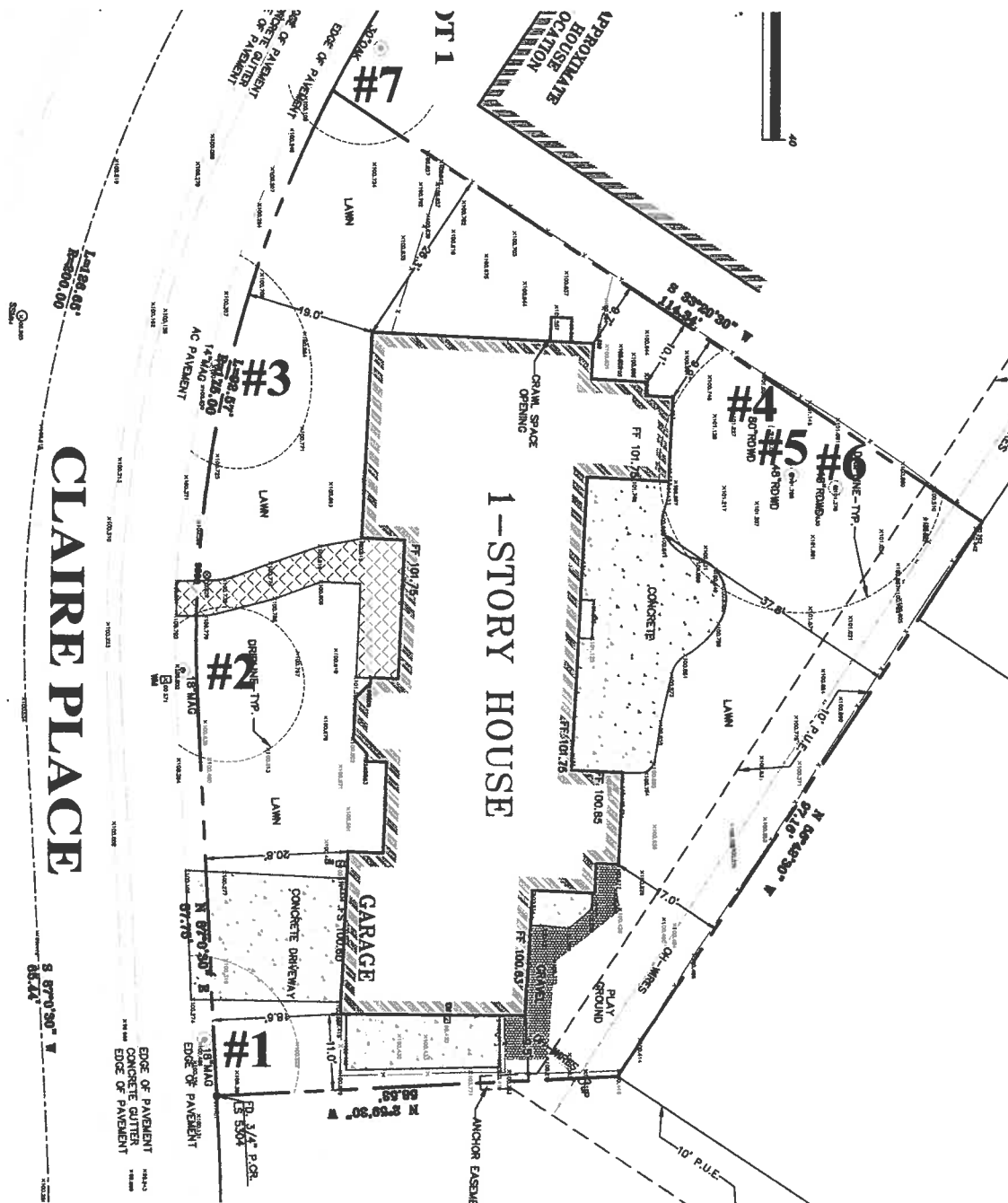
Trunk: Stem of a tree.

Volunteer: A tree, not planted by human hands, that begins to grow on residential or commercial property. Unlike trees that are brought in and installed on property, volunteer trees usually spring up on their own from seeds placed onto the ground by natural causes or accidental transport by people. Normally, volunteer trees are considered weeds and removed, but many desirable and attractive specimens have gone on to become permanent residents on many public and private grounds.

This Glossary of terms was adapted from the Glossary of Arboricultural Terms (ISA, 2011).



Appendix A: Tree Inventory Map



F14

Appendix B: Tree Inventory and Disposition Tables

Table 1: Tree Inventory and Assessment

Tree Species	Number	Trunk diameter	~ Height	~ Crown Diameter	Condition	Suitability	Influence Level
Southern magnolia (<i>Magnolia grandiflora</i>)	1	18	40	30	Fair	Good	High
Southern magnolia (<i>Magnolia grandiflora</i>)	2	20	40	30	Fair	Good	Moderate
Southern magnolia (<i>Magnolia grandiflora</i>)	3	19	40	30	Fair	Good	Low
Coast redwood (<i>Sequoia sempervirens</i>)	4	58	100	60	Fair	Good	Moderate
Coast redwood (<i>Sequoia sempervirens</i>)	5	36	100	60	Fair	Good	Moderate
Coast redwood (<i>Sequoia sempervirens</i>)	6	41	100	60	Fair	Good	Moderate
Coast live oak (<i>Quercus agrifolia</i>)	7	36	100	50	Good	Good	Low



B2: Tree Protection Distances and Potential Impacts

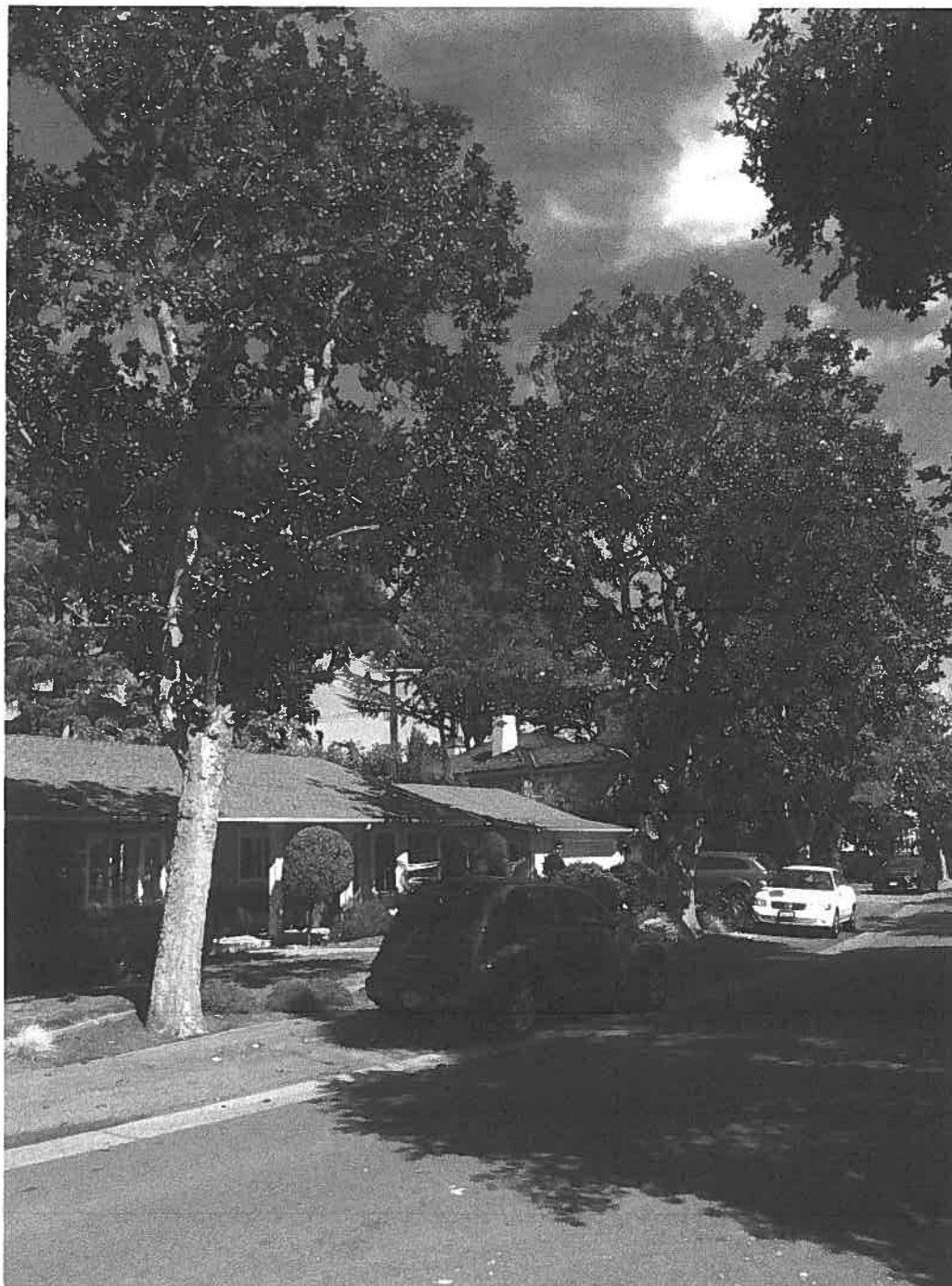
Table 2: Tree Protection Distances

Tree Species	Number	Trunk diameter	City Requirement 10x DBH (ft.)	Drip Line (ft.)	TCIA Minimum 6x DBH (ft.)	Influence Level
Southern magnolia (<i>Magnolia grandiflora</i>)	1	18	15	15	9	High - New driveway Construction
Southern magnolia (<i>Magnolia grandiflora</i>)	2	20	17	15	10	Moderate - new walkway and wall construction
Southern magnolia (<i>Magnolia grandiflora</i>)	3	19	16	15	9.5	Low
Coast redwood (<i>Sequoia sempervirens</i>)	4	58	48	30	29	Moderate - New turf installation
Coast redwood (<i>Sequoia sempervirens</i>)	5	36	30	30	18	Moderate - New turf installation
Coast redwood (<i>Sequoia sempervirens</i>)	6	41	34	30	20.5	Moderate - New turf installation
Coast live oak (<i>Quercus agrifolia</i>)	7	36	30	25	18	Low



Appendix C: Photographs

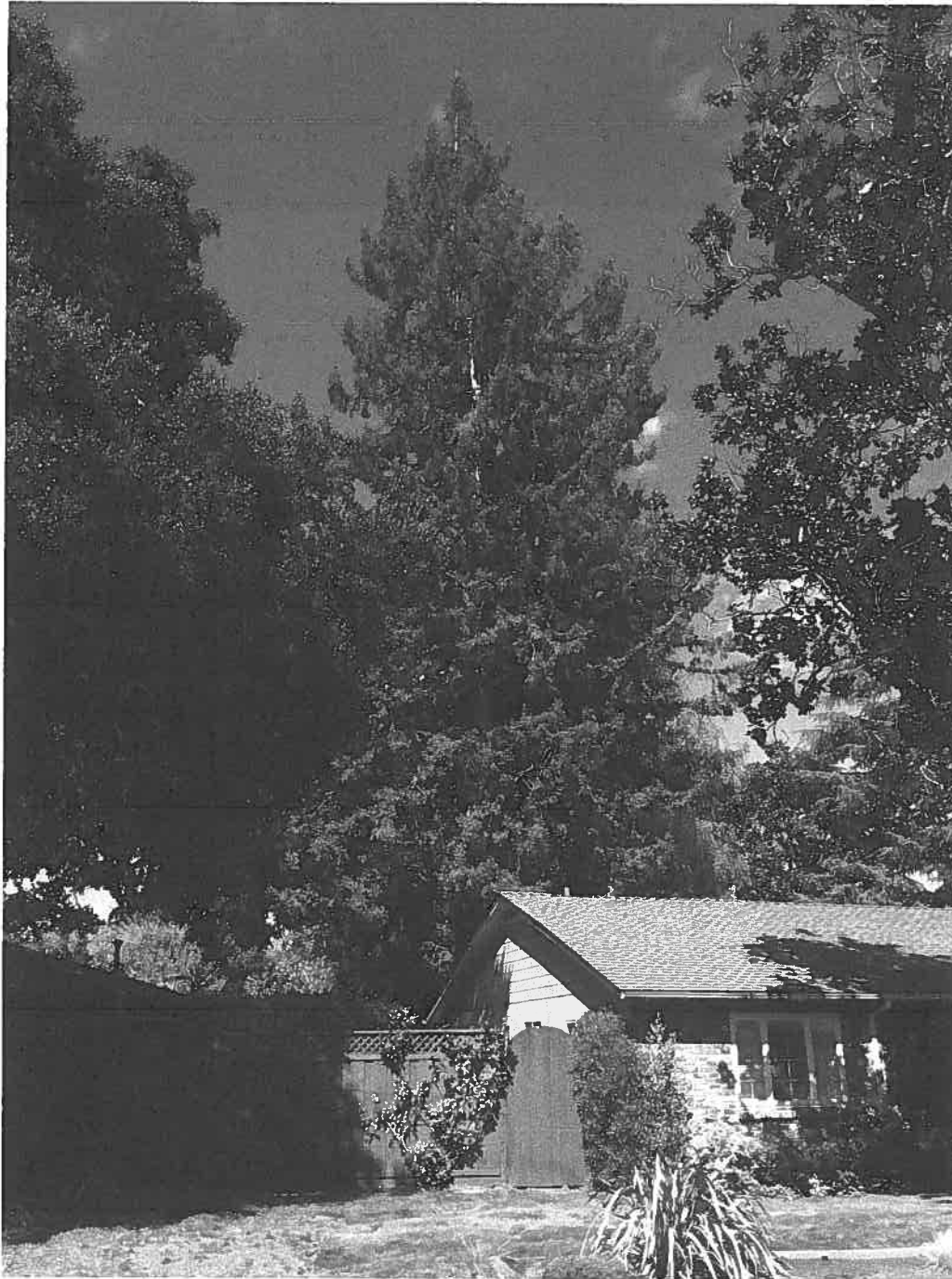
C1: Southern magnolias in front



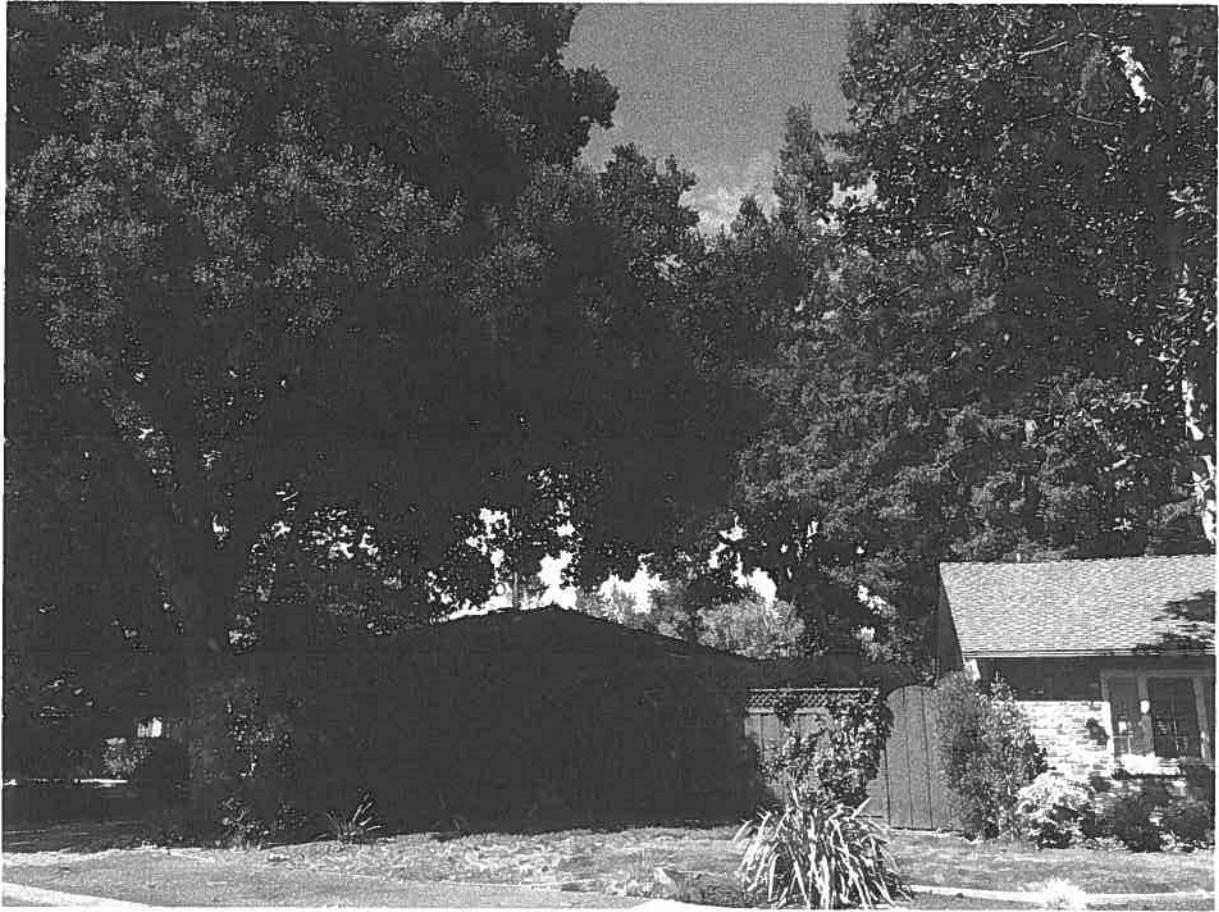
C2: Coast redwoods in backyard



C3: Coast redwoods from street



C4: Neighbor's coast live oak



Appendix D: Tree protection specifications

Tree protection locations should be marked before any fencing contractor arrives.

Pre-Construction Meeting with the Project Arborist

Prior to beginning work, all contractors involved with the project should attend a pre construction meeting with the project arborist to review the tree protection guidelines. Access routes, storage areas, and work procedures will be discussed.

Tree Protection Zones and Fence Specifications

Tree protection fence should be established prior to the arrival of construction equipment or materials on site. Fence should be comprised of six-foot high chain link fence mounted on eight-foot tall, 1 7/8-inch diameter galvanized posts, driven 24 inches into the ground and spaced no more than 10 feet apart. Once established, the fence must remain undisturbed and be maintained throughout the construction process until final inspection.

The fence should be maintained throughout the site during the construction period and should be inspected periodically for damage and proper functions.

Fence should be repaired, as necessary, to provide a physical barrier from construction activities.

A final inspection by the city arborist at the end of the project will be required prior to removing any tree protection fence and replacement tree shall be planted at this time.

Monitoring

Any trenching, construction or demolition that is expected to damage or encounter tree roots should be monitored by the project arborist or a qualified ISA Certified Arborist and should be documented.

The site should be evaluated by the project arborist or a qualified ISA Certified Arborist after construction is complete, and any necessary remedial work that needs to be performed should be noted.

Restrictions Within the Tree Protection Zone

No storage of construction materials, debris, or excess soil will be allowed within the Tree Protection Zone. Spoils from the trenching shall not be placed within the tree protection zone either temporarily or permanently. Construction personnel and equipment shall be routed outside the tree protection zones.



Root Pruning

Root pruning shall be supervised by the project arborist. When roots over two inches in diameter are encountered they should be pruned by hand with loppers, handsaw, reciprocating saw, or chain saw rather than left crushed or torn. Roots should be cut beyond sinker roots or outside root branch junctions and be supervised by the project arborist. When completed, exposed roots should be kept moist with burlap or backfilled within one hour.

Boring or Tunneling

Boring machines should be set up outside the drip line or established Tree Protection Zone. Boring may also be performed by digging a trench on both sides of the tree until roots one inch in diameter are encountered and then hand dug or excavated with an Air Spade® or similar air or water excavation tool. Bore holes should be adjacent to the trunk and never go directly under the main stem to avoid oblique (heart) roots. Bore holes should be a minimum of three feet deep.

Timing

If the construction is to occur during the summer months supplemental watering and bark beetle treatments should be applied to help ensure survival during and after construction.

Tree Pruning and Removal Operations

All tree pruning or removals should be performed by a qualified arborist with a C-61/D-49 California Contractors License. Tree pruning should be specified according to ANSI A-300A pruning standards and adhere to ANSI Z133.1 safety standards. Trees that need to be removed or pruned should be identified in the pre-construction walk through.

Tree Protection Signs

All sections of fencing should be clearly marked with signs stating that all areas within the fencing are Tree Protection Zones and that disturbance is prohibited. Text on the signs should be in both English and Spanish (Appendix E).



Appendix E: Tree Protection Signs

E1: English

WARNING Tree Protection Zone

This Fence Shall not be moved without
approval. Only authorized personnel
may enter this area!

Project Arborist



E2: Spanish

CUIDADO
Zona De Arbol Pretejido
Esta cerca no sera removida sin
aprobacion. Solo personal autorizado
entrara en esta area!

Project Arborist



Qualifications, Assumptions, and Limiting Conditions

Any legal description provided to the consultant is assumed to be correct. Any titles or ownership of properties are assumed to be good and marketable. All property is appraised or evaluated as though free and clear, under responsible ownership and competent management.

All property is presumed to be in conformance with applicable codes, ordinances, statutes, or other regulations.

Care has been taken to obtain information from reliable sources. However, the consultant cannot be responsible for the accuracy of information provided by others.

The consultant shall not be required to give testimony or attend meetings, hearings, conferences, mediations, arbitration, or trials by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services.

This report and any appraisal value expressed herein represent the opinion of the consultant, and the consultant's fee is not contingent upon the reporting of a specified appraisal value, a stipulated result, or the occurrence of a subsequent event.

Sketches, drawings, and photographs in this report are intended for use as visual aids, are not necessarily to scale, and should not be construed as engineering or architectural reports or surveys. The reproduction of information generated by architects, engineers, or other consultants on any sketches, drawings, or photographs is only for coordination and ease of reference. Inclusion of said information with any drawings or other documents does not constitute a representation as to the sufficiency or accuracy of said information.

Unless otherwise expressed: a) this report covers only examined items and their condition at the time of inspection; and b) the inspection is limited to visual examination of accessible items without dissection, excavation, probing, or coring. There is no warranty or guarantee, expressed or implied, that structural problems or deficiencies of plants or property may not arise in the future.



Certification of Performance

I Richard Gessner, Certify:

That I have personally inspected the tree(s) and/or the property referred to in this report, and have stated my findings accurately. The extent of the evaluation and/or appraisal is stated in the attached report and Terms of Assignment;

That I have no current or prospective interest in the vegetation or the property that is the subject of this report, and I have no personal interest or bias with respect to the parties involved;

That the analysis, opinions and conclusions stated herein are my own;

That my analysis, opinions, and conclusions were developed and this report has been prepared according to commonly accepted Arboricultural practices;

That no one provided significant professional assistance to the consultant, except as indicated within the report.

That my compensation is not contingent upon the reporting of a predetermined conclusion that favors the cause of the client or any other party, nor upon the results of the assessment, the attainment of stipulated results, or the occurrence of any other subsequent events;

I further certify that I am a Registered Consulting Arborist® with the American Society of Consulting Arborists, and that I acknowledge, accept and adhere to the ASCA Standards of Professional Practice. I am an International Society of Arboriculture Board Certified Master Arborist®. I have been involved with the practice of Arboriculture and the care and study of trees since 1998.

Richard J. Gessner



ASCA Registered Consulting Arborist® #496
ISA Board Certified Master Arborist® WE-4341B



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RECEIVED

OCT 09 2015

CITY OF MENLO PARK
PLANNING

To: Planning Department, City of Menlo Park

Re: Proposal of remodel at 420 Claire Place, Menlo Park

Menlo Park Planners,

Erika and Ken Drazen at 420 Claire Place have shared their remodeling plans with us.

We like what we see and we would like to express support for the project.

Regards,

Signed Mary Lynn Robinson

Name Mary Lynn Robinson

Street Address 381 Claire Place

Date 9-29-15

RECEIVED

OCT 09 2015

CITY OF MENLO PARK
PLANNING

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Menlo Park Planners,

Erika and Ken Drazan at 420 Claire Place have shared their remodeling plans with us.

We like what we see and we would like to express support for the project.

Regards,

Signed Karen L. Myers

Name KAREN MYERS

Street Address 1111 Middle Ave., Menlo Park, CA

Date 10/06/2015

RECEIVED

OCT 09 2015

CITY OF MENLO PARK
PLANNING

To: Planning Department, City of Menlo Park

Re: Proposal of remodel at 420 Claire Place, Menlo Park

Menlo Park Planners,

Erika and Ken Drazen at 420 Claire Place have shared their remodeling plans with us.

We like what we see and we would like to express support for the project.

Regards,

Signed Camie Staley

Name Camie Staley

Street Address 400 Claire Place

Date 10/2/15



STAFF REPORT

Planning Commission

Meeting Date: 1/25/2016
Staff Report Number: 16-005-PC

Public Hearing: Menlo Gateway Development Agreement – Fifth Annual Review

Recommendation

Staff recommends that the Planning Commission review the information provided and make a determination that the property owner, over the course of the past year, has demonstrated good faith compliance with the provisions of the Menlo Gateway Development Agreement for the period of January 2015 through January 2016.

Policy Issues

The Planning Commission should consider whether or not the property owner has demonstrated good faith compliance with the provisions of the Development Agreement for the Menlo Gateway (Bohannon Hotel & Office) project on nine properties addressed 100 to 190 Independence Drive (Independence Site) and 101 to 155 Constitution Drive (Constitution Site).

Background

In June 2010, the City Council voted to approve the Menlo Gateway project, subject to voter approval of a ballot measure for the November 2, 2010 general election. The voters approved Measure T, and the project approvals became effective with the certification of the election results on December 7, 2010.

The project involved General Plan and Zoning Ordinance Amendments and a number of other approvals, including a Conditional Development Permit (CDP) and Development Agreement, to allow the construction of an office, research and development (R&D), hotel, and health club development on two sites (referred to as the Independence Site and Constitution Site) located between US 101 and Bayfront Expressway adjacent to the Marsh Road interchange. A location map is included as Attachment A. The following table summarizes some of the key features of the project on approximately 15.9 acres:

Table 1: Menlo Gateway Project Summary			
Land Use	Constitution Site (Closest to SR 84)	Independence Site (Closest to US 101)	Total
Office/R&D	494,664 s.f.	200,000 s.f.	694,664 s.f.
Hotel	n/a	197,000 s.f./ 250 rooms	197,000 s.f./ 250 rooms
Health Club	n/a	41,000 s.f.	41,000 s.f.
Total	494,664 s.f.	438,000 s.f.	932,664 s.f.

The Planning Commission considered the first annual review on December 5, 2011, the second annual review on December 17, 2012, the third annual review on December 16, 2013, and the fourth annual review on January 12, 2015. In each instance, the Commission found that the property owner had complied in good faith with the terms and conditions of the Development Agreement.

Analysis

A Development Agreement is a legally binding contract between the City of Menlo Park and an applicant that delineates the terms and conditions of a proposed development project. A Development Agreement allows an applicant to secure vested rights and allows the City to secure benefits that are generally not obtainable otherwise. Development Agreements are commonly used for land use developments which are implemented in phases over a period of time. Development Agreements provide assurances to both the applicant and the City that the terms of the agreement will be in force until the completion of the project, and in some cases, elements of the Development Agreement could be in effect for the life of the project. Development Agreements are enabled by California Government Code Sections 65864-65869.5.

The City Council adopted Resolution No. 4159 in January 1990, establishing the procedures and requirements for the consideration of Development Agreements. Resolution No. 4159 calls for the Planning Commission to conduct a public hearing at which the property owner (or representative for the property owner) must demonstrate good faith compliance with the terms of the agreement. The Planning Commission is to determine, upon the basis of substantial evidence, whether or not the property owner has, for the period under review, complied in good faith with the terms and conditions of the Agreement. The decision of the Planning Commission is final, unless it is appealed to the City Council. These provisions implement Government Code Section 65865.1 which requires the periodic review, at least once every 12 months, to determine compliance with the terms of the agreement.

In addition, the approved Development Agreement for the Menlo Gateway project, Section 7.1, sets forth the following requirement for the Annual Review: "The City shall, at least every twelve (12) months during the term of this Agreement, review the extent of Owner's good faith compliance with the terms of this Agreement pursuant to Government Code § 65865.1 and Resolution No. 4159. Notice of such annual review shall be provided by the Director to Owner not less than thirty (30) days prior to the date of the hearing by the Planning Commission on Owner's good faith compliance with this Agreement and shall to the extent required by law include the statement that any review may result in amendment or termination of this Agreement. A finding by City of good faith compliance by Owner with the terms of Agreement shall conclusively determine the issue up to and including the date of such review."

Section 2 of the Menlo Gateway Development Agreement identifies the term for retaining development rights. The initial term of the Development Agreement was five years from the effective date of December 7, 2010. By the fifth year of the agreement, which ended December 7, 2015, the applicant was required to make a complete building permit submittal. Otherwise, the applicant could opt to pay a fee to the City in the amount of \$300,000 for a two-year extension, with the ability for a third year if a complete building permit submittal is made by the end of the second year, i.e. year seven.

However, Section 8.2 of the Development Agreement gives the City Manager authority to extend for a reasonable period, not to exceed 180 days, the time to satisfy the actions identified in Section 2, provided the owner is using diligent efforts. On November 30, 2015, the City Manager authorized a 180-day time extension for the applicant to submit a substantially complete building permit application. Based on this extension, if a submittal for building permits is made by June 7, 2016, there would be an automatic three year extension of the Development Agreement. Otherwise, the City will require the payment of \$300,000

to extend the development agreement in accordance with the terms of Section 2, as described in the paragraph above.

To keep the Development Agreement active, the applicant needs to start construction by the end of the eighth year. Once construction starts on the Independence Site, the applicant would have until the 15th year from the effective date to start construction on the first office building on the Constitution Site. Upon beginning construction on the first Constitution Site office building, the applicant would have an additional five years (i.e., 20 years from the effective date) to start construction of the second Constitution Site office building.

Section 3.2 of the Menlo Gateway Development Agreement outlines the project phasing. This section requires the construction of the hotel to occur prior to or concurrently with the construction of any of the office buildings. In addition, the hotel construction needs to make substantial progress prior to completion of any of the office buildings.

As the applicant has been developing substantially complete building permit applications for the Independence Site, two additional actions were taken in 2015, both of which are considered modifications to the project CDP. First, substantially consistent major modifications were requested to accommodate a different hotel concept than the one anticipated as part of the original approval. In May 2015, the Planning Commission and City Council recommended the City Manager to approve the following major modifications to the original project:

- An increase in the number of hotel rooms from 230 to 250;
- An increase in the hotel square footage by approximately 24,000 from 173,000 to 197,000;
- Incorporation of the health and fitness facility into a parking structure on the Independence Site;
- A decrease in the health and fitness facility square footage by approximately 28,000 from 69,000 to 41,000; and
- A net decrease in square footage by approximately 4,400 for the total project.

On July 28, 2015, the City Manager issued a letter approving these major modifications to the CDP.

In December 2015, a minor modification to the CDP was requested to accommodate temporary hotel parking in the event of a parking structure catastrophe. The minor modification relates to Section 7.1.10 of the CDP, which provides that neither the hotel nor the office building shall be occupied on even a temporary basis until the parking structure is constructed and passes final inspection. In the event of a catastrophe beyond the applicant's control that would delay opening of only the parking structure, the applicant proposed to use the parcels at 101 and 155 Constitution Drive for temporary valet parking for a term of one year after the hotel is approved for occupancy. The Community Development Director issued a letter approving this minor modification to the CDP on December 2, 2015.

An additional minor modification to the project CDP is being processed at this time. Section 8.54 requires the applicant to obtain a Conditional Letter of Map Revision Based on Fill (CLOMR-F) from the Federal Emergency Management Agency (FEMA) prior to issuance of any grading or building permit on each site. The applicant submitted the CLOMR-F application to FEMA on December 21, 2015, but it is anticipated that a response from FEMA may take up to 90 days to receive. In order to allow grading work to continue during this interim period and keep project construction delays to a minimum, the City is prepared to modify the condition to allow issuance of a grading permit prior to approval of the CLOMR-F. However, the City will require receipt of the CLOMR-F approval from FEMA prior to issuance of the foundation permit or

any other building permits on the Independence Site. The Planning Commission will be notified of the formal action related to this minor modification in the near future.

Demolition permits for the existing buildings on the Independence Site were issued on January 13, 2016. The applicant continues to meet with City staff on a weekly basis to discuss progress and development of the substantially complete building permit package for the Independence Site. At the time of the writing of this staff report, a grading permit for the Independence Site is anticipated for spring 2016 and a complete building permit package is anticipated for early summer 2016, prior to the expiration of the 180-day extension granted by the City Manager.

The applicant has provided a letter (Attachment B), and two matrices indicating the status of Development Agreement obligations (Attachment C) and CDP-related infrastructure improvements tied to the Independence Site phase of the project (Attachment D). Many of the obligations are in progress or have not yet been triggered since the associated building permit submittals are still in development.

Correspondence

Staff has not received any correspondence regarding the applicant's progress in meeting the provisions of the Development Agreement.

Conclusion

Since May 2015, the applicant's project development team has met with City staff on a weekly basis to provide updates on the development of a substantially complete building permit package for the Independence Site. In mid-December 2015, the architect for the hotel gave a presentation to staff, detailing significant progress in developing a building permit package for the structure. In mid-January 2016, the applicant received demolition permits to clear the existing structures in the area of the new hotel, parking structure, and office building on the Independence Site. The applicant is actively pursuing approval of the grading permit to allow site work to commence, with the substantially complete building permit application anticipated to be submitted in late spring or early summer 2016. Based on the progress made over the past 12 months, staff recommends that the Planning Commission make a determination that the property owner has demonstrated good faith compliance with the provisions of the Development Agreement for the period of January 2015 through January 2016.

Impact on City Resources

The applicant is required to pay all costs associated with this review to fully cover the cost of staff time spent on the review of these projects.

Environmental Review

The California Environmental Quality Act (CEQA) requires that activities which meet the definition of a Project be evaluated for their potential impacts on the environment. The Annual Review of the Development Agreement has no potential to result in an impact to the environment and does not meet the definition of a Project under CEQA; as a result, no environmental review or determination is needed. The environmental impacts of the original project and the associated development agreement were evaluated and considered at the time the project was initially approved by the City in 2010.

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.

Attachments

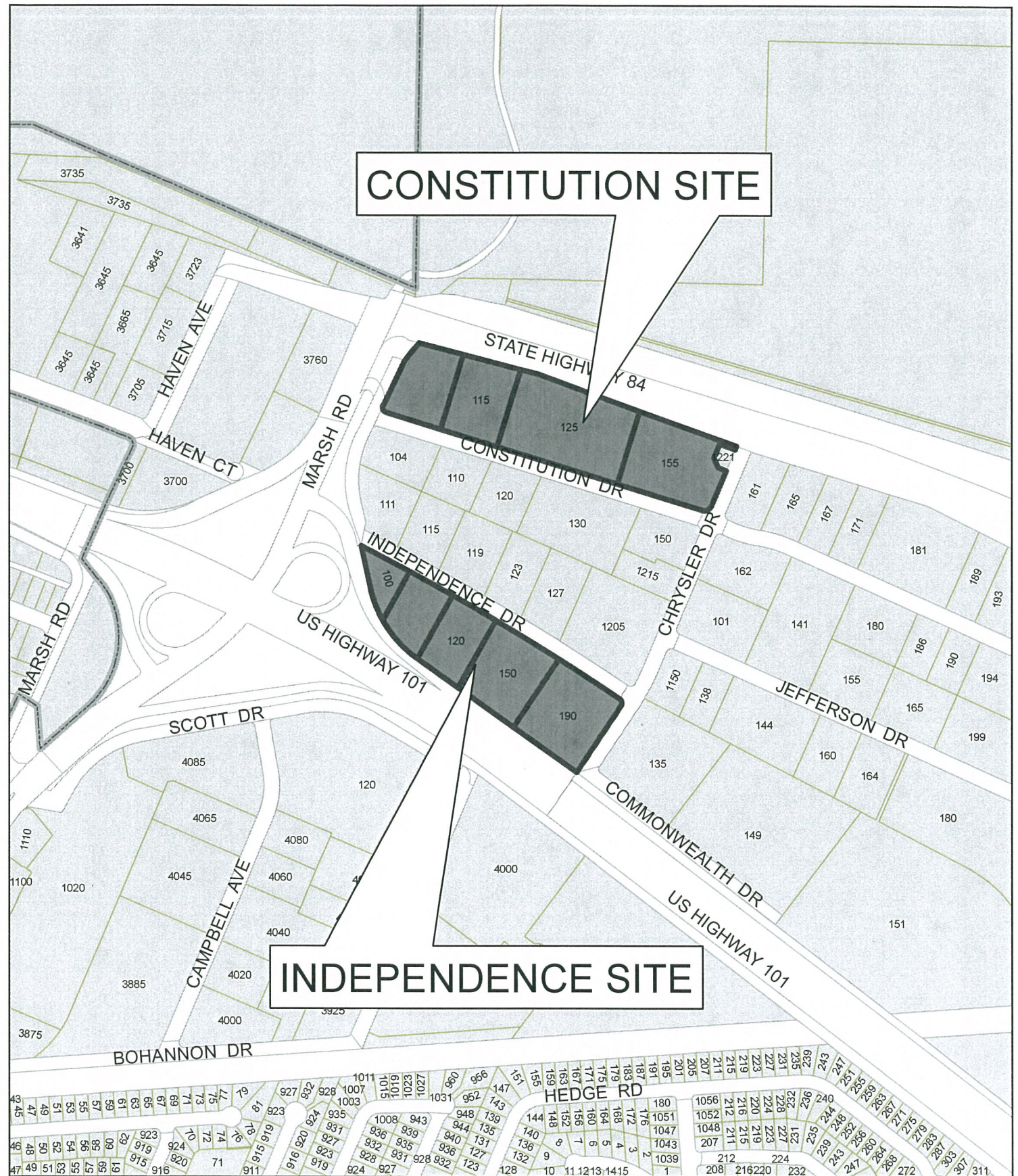
- A. Location Map
- B. Letter from Bohannon Development Company
- C. Development Agreement Obligations Status
- D. Status of CDP Infrastructure Improvements for Independence Phase

Report prepared by:

Tom Smith, Associate Planner

Report reviewed by:

Thomas Rogers, Principal Planner



CITY OF MENLO PARK

LOCATION MAP

MENLO GATEWAY PROJECT

DRAWN: TAS CHECKED: THR DATE: 1/12/15 SCALE: 1" = 500' SHEET: 1





David D. Bohannon Organization T 650.345.8222
Sixty 31st Avenue F 650.573.5457
San Mateo, CA 94403-3404 W ddbo.com

January 19, 2016

Tom Smith
City of Menlo Park
701 Laurel Street
Menlo Park, CA 94025

Dear Tom:

We understand that on January 25, 2015, the City will conduct its annual review of Bohannon's good faith compliance with the terms of the Development Agreement for the Menlo Gateway Project, located at 100 to 190 Independence Drive and 101 to 155 Constitution Drive, both in the City of Menlo Park, California. We appreciate the City's accommodating our request to defer this meeting until January, as December was a particularly busy month for our team.

The purpose of this letter is to help facilitate this annual review by providing some background and then reporting on the status of the various initiatives described in the Development Agreement. As demonstrated below, we believe that Bohannon has demonstrated its good faith compliance with the Development Agreement. We therefore respectfully request that the staff recommend that the Planning Commission find and determine, on the basis of substantial evidence, that Bohannon has, for the period between December 2014 and December 2015, complied in good faith with the terms and conditions of the Development Agreement.

Background

In June 2010, the City Council voted to approve the Menlo Gateway project, subject to voter approval of a ballot measure for the November 2, 2010 general election. The voters approved Measure T, and the project approvals became effective with the certification of the election results on December 7, 2010.

As part of the project approvals, the City and Bohannon¹ entered into a Development Agreement for the Menlo Gateway Project on December 7, 2010, and it was duly recorded in the Official Records of San Mateo County, California on January 12, 2011, as Instrument No. 2011-004374 (the "Development Agreement"). The initial term of the Development Agreement was set to expire on December 7, 2015, but was

¹ "Bohannon" refers to the Bohannon Development Company, a California corporation, David D. Bohannon Organization, a California corporation, 125 Constitution Associates, LP, a California limited partnership, and Bohannon Trusts Partnership II, a California limited partnership, the non-City parties to the Development Agreement.

Status of Compliance with the Terms of the Development Agreement

To facilitate the Planning Commission's annual review, we have prepared a summary of our progress on implementing the Development Agreement, attached as Exhibit A. We have also included a summary of the major infrastructure improvements identified in the Conditional Development Permit, which are incorporated by reference into the Development Agreement. The table attached hereto as Exhibit B summarizes the status of the infrastructure requirements contained in the Conditional Development Permit. Because most of the requirements are triggered either by issuance of building permits or occupancy of the buildings, neither of which have yet to occur, most of the items remain "in progress." We expect that by next year's annual review, many of them will be complete and construction will be well underway.

As always, we appreciate the City's ongoing cooperation and good-faith efforts to help this project move forward. Please do not hesitate to contact me if you have any questions, or if there is any further information we can provide to facilitate the Planning Commission's review.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Bohannon", with a stylized flourish at the end.

David D. Bohannon

Exhibit A – Summary of Status of Development Agreement Obligations

DA TERM	TASK/REQUIREMENT/ACTION ¹	TIMING	STATUS	NOTES
§5.1	<u>Guarantee Payments.</u> Owner shall be obligated to make to the City the Guarantee Payments to the extent required.	Owner's obligation to make Guarantee payments, if any, commence as of the first day of the first full calendar quarter following the earlier of: (a) the third anniversary date of the Hotel Opening Date, or (b) the fourth anniversary of the date the City allows occupancy of the office building on the Independence Site, unless the Guarantee Payment Period shall be earlier terminated in accordance with this Agreement.	Conditional/ Not Yet Triggered	
§5.2	<u>Capital Improvements.</u> Owner shall make capital improvements to the Belle Haven neighborhood (not less than \$750,000) and Bedwell Bayfront Park or other city-wide recreational improvements (approximately \$500,000) in the amount of up to \$1,250,000.	Owner shall pay for and cause the construction of such capital improvements to be completed prior to the date of the City's final building inspection of the first office building in the Independence Phase.	In progress	Owner has conducted community outreach, including meetings with City officials and staff and stakeholders within Belle Haven, and is in the process of refining the conceptual design for these projects; Owner intends to present the two projects, in concept to City staff and the community in February 2016 for feedback.
§5.3	<u>Off-Site Landscaping</u>	Owner shall pay for and cause the	In progress	Owner has conducted

¹ The DA requirements listed here may be summarized. The complete terms can be found in the recorded Development Agreement.

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DA TERM	TASK/REQUIREMENT/ACTION ¹	TIMING	STATUS	NOTES
	<u>Improvements.</u> Owner shall pay for and cause to be constructed off-site landscaping improvements, which may include pedestrian/bicycle pathways, hardscape, and other architectural and landscape features in addition to plantings, in certain areas surrounding the Property in an amount not to exceed \$500,000.	construction of such landscaping improvements to be completed in two phases: 1) prior to the date of the City's final building inspection of the first office building in the Independence Phase ; and 2) prior to the date of the City's final building inspection of the first office building in the Constitution Phase.		community outreach, including meetings with City officials and staff and stakeholders within Belle Haven, and is in the process of refining the conceptual design for these projects; Owner intends to present the two projects, in concept to City staff and the community in February 2016 for feedback.
§5.4	<u>TOT Amount.</u> Owner agrees that, during the term of this Agreement and for so long as the Hotel is operating, the TOT applicable to the Hotel shall be assessed at 1.0% above the Citywide TOT rate in effect.	The TOT can only be imposed on applicable hotel room rents and other receipts.	Conditional/ Not Yet Triggered	
§5.5	<u>Priority Hiring Program.</u>	This obligation begins with construction.	In progress.	Owner has developed a draft

CA

DA TERM	TASK/REQUIREMENT/ACTION ¹	TIMING	STATUS	NOTES
	Owner shall create a priority-hiring program that will use JobTrain, or a comparable program selected by Owner if JobTrain is not able to operate such program, as the first source for referral of qualified applicants for entry-level job openings related to both the Hotel and office uses, as well as construction positions.			<p>priority hiring program and is in the process of refining it with City staff and JobTrain.</p> <p>With respect to construction jobs, Webcor has met with JobTrain on several occasions and has collaborated to determine how to utilize JobTrain graduates for the project's entry-level labor needs. Webcor has also explored potential opportunities to work with JobTrain for classroom training and site visits, donations, among other opportunities. Lastly, Michael Chavez, the Construction Manager for the Project, has also agreed to serve on JobTrain's advisory committee and attended his first meeting on December 9,m 2015.</p>
§5.6	<u>LEED Certifications.</u> Owner shall cause (a) the	Owner shall submit each application for such LEED certification following	In progress	LEED Certification for the Hotel and Office Building are on

DA TERM	TASK/REQUIREMENT/ACTION ¹	TIMING	STATUS	NOTES
	Hotel to qualify for the "LEED Silver Certification", and (b) the office buildings included in the Project to qualify for the "LEED Gold Certification."	Owner's Completion of Construction of the Hotel or the applicable office building and shall use diligent, good faith efforts to obtain such LEED certifications, providing City with evidence of such applications and efforts to achieve such certifications.		target for: Hotel: LEED New Construction Silver Office/Garage: LEED Core and Shell Gold
\$5.7	<u>Vehicle Trip Reduction.</u> Owner shall reduce Net New Vehicle Trips for the Project to be reduced from 11,113 Net New Vehicle Trips to 9,242 Net New Vehicle Trips.	Net New Vehicle Trips can only be monitored once the buildings have been occupied.	Conditional/ Not Yet Triggered	
\$5.8	<u>GHG Emissions Reductions.</u> Owner shall enroll all buildings in		Conditional/ Not Yet Triggered	PG&E no longer operates the Climate Smart Program, and Owner has investigated several

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DA TERM	TASK/REQUIREMENT/ACTION ¹	TIMING	STATUS	NOTES
	PG&E's ClimateSmart program. In the event such ClimateSmart program is discontinued or becomes financially burdensome on the Project, Owner may propose substitution of a comparable GHG offset program selected by Owner, subject to the City Manager's reasonable approval for the Project.			alternatives to compliance with this condition including purchasing Renewable Energy Credit Offsets.
\$5.9	<u>Parking Structures.</u> Owner shall engage in a design development process with City staff to improve the aesthetics of the parking structures on Constitution and the parking structure on Independence.		Completed as to Independence Phase	Owner has submitted the parking structure plans to the City and participated in design review as to the Independence Phase.
\$5.10	<u>Utility Undergrounding.</u> Owner agrees to work collaboratively with and support City efforts to		Not yet triggered.	Owner anticipates that this work will occur in connection with the redevelopment of the Constitution Site, which will

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DA TERM	TASK/REQUIREMENT/ACTION ¹	TIMING	STATUS	NOTES
	underground existing electric transmission lines located on the Constitution Site.			occur as a future phase.
§5.11	<u>School District Boundaries.</u> In the event the City, one or more property owners, or the Ravenswood School District initiates an effort to reorganize school district boundaries, Owner agrees to cooperate with any such future effort.		Conditional/ Not Yet Triggered	
§5.12	<u>Construction Sales Taxes.</u> Owner agrees to make diligent good faith efforts to include a provision in all construction contracts with all qualifying parties holding reseller's permits to obtain a sub-permit from the California State Board of Equalization to book and record construction materials purchases/sales as sales	Obligation begins when Owner enters into construction contracts.	In progress	Owner is complying with this provision and has directed its contractors to obtain sub-permits to book and record construction material purchases/sales as originating in Menlo Park for qualifying contracts.

DA TERM	TASK/REQUIREMENT/ACTION ¹	TIMING	STATUS	NOTES
	originating within the City of Menlo Park.			
§5.13	<u>Housing Sites.</u> Owner shall actively participate in a citizen advisory committee to assist the City in identifying future housing sites within the City when the City updates the Housing Element of the General Plan if the City decides to create such a committee.	Housing Element was adopted on April 1, 2014.	Completed	Owner participated in the update of the Housing Element of the General Plan.
§5.14	<u>Fire Impact Fee Study/Fire Impact Fee/Traffic Signal Priority System.</u> The City Manager shall have the discretion to require Owner to pay up to \$25,000 to the City to cover any City contribution toward the cost of a fire impact fee study. Prior to issuance of a building permit for the Independence site, Owner shall coordinate with the City and the Fire District		Conditional/ Not Yet Triggered	Owner will make this required payment upon issuance of a building permit for the Independence Site.

DA TERM	TASK/REQUIREMENT/ACTION ¹	TIMING	STATUS	NOTES
	to provide up to \$100,000 either for installation of traffic signal priority systems on Middlefield and Marsh Roads or an advance against any fire impact fee imposed on the Project.			

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Exhibit B – Status of Bohannon CDP Infrastructure Improvements for Independence Phase

CDP Requirement	Timing	Status
CDP § 8.63: Payment of \$125,000 as a contribution toward signal timing improvements based on impacts to the intersections of Willow Road/Newbridge Street	Prior to building permit issuance for the first building permit for foundation of the Independence Phase	To be paid upon building permit issuance.
CDP § 8.64: Eastbound right turn lane from Willow Road to Bayfront Expressway	Submit plans concurrent with the building permit submittal for the first building of the Independence Phase; submit plans and seek approval from Caltrans for a period of 5 years from the date of occupancy of the first building.	This improvement has already been completed by another developer and is no longer Owner's obligation.
CDP § 8.66: Eastbound left turn lane from Chrysler Drive to Bayfront Expressway	Submit plans concurrent with the building permit submittal for the first building of the Independence Phase; construction to be completed prior to occupancy of the first building in the Independence Phase.	100% complete Design Plans have been submitted to the City and Caltrans for Bayfront/Chrysler signal. 95% Design plans have been submitted to the City for remaining portion of improvement; 100% complete Design plans are anticipated to be submitted in February.
CDP § 8.67: Pedestrian improvements at Bayfront Expressway and Haven Avenue	Submit plans concurrent with the building permit submittal for the first building of the Independence Phase; construction to be completed prior to occupancy of the first building in the Independence Phase.	This improvement is under construction by a different developer and is no longer Owner's obligation; Owner will provide a fair share contribution upon issuance of building permits.

CDP Requirement	Timing	Status
CDP § 8.68: Install a traffic signal and proposed lane geometry modifications at Constitution Drive and Chrysler Drive	Submit plans concurrent with the building permit submittal for the first building of the Independence Phase; construction to be completed prior to occupancy of the first building in the Independence Phase.	95% Design plans have been submitted to the City; 100% complete Design plans are anticipated to be submitted in February.
CDP § 8.71: Construct a westbound right turn lane from Marsh Road to Florence Street; pursue preservation of certain trees and submit a planning plan.	Submit plans concurrent with the building permit submittal for the first building of the Independence Phase; construction to be completed prior to occupancy of the first building in the Independence Phase.	City staff has requested that Owner refrain from developing plans for this Improvement and instead explore an alternative concept. Owner completed concepts for installation of bike lanes on Marsh Road as an alternative to this improvement. This improvement is no longer Owner's obligation.
CDP § 8.74: Provide a fair-share contribution for a westbound right turn lane from Marsh Road to Florence Street in the Town of Atherton	Prior to building permit issuance for the first building of the Independence Phase.	To be paid upon building permit issuance.