CITY OF MENLO PARK

REGULAR MEETING AGENDA

Date: 2/8/2016
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 January 11, 2016 Planning Commission meeting. (Attachment)

E2. Architectural Control/Chris Hall/1029 El Camino Real: Request for architectural control to allow modifications to the façade of an existing commercial building in conjunction with a restaurant use in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The existing second floor would be reconfigured to include a dining area, but the gross floor area for the building would not increase as part of the project. (Staff Report #16-006-PC)

F. Public Hearing

F1. Use Permit/Andrea Henry/605 Cotton Street:
Request for a use permit to demolish an existing single-story, single-family residence and build a two-story, single-family residence with a basement on a substandard lot with regard to width in the R-1-S (Single Family Suburban) zoning district. In addition, one heritage fruitless mulberry tree (16.2-inch diameter), in poor condition, at the left side of the property would be removed. (Staff Report #16-008-PC)

F2. Use Permit/Amin Ahmadi/427 Bay Road:
Request for a use permit for an addition to, and remodeling of, an existing, nonconforming one-story, single-family residence on a lot in the R-1-U (Single-Family Urban) zoning district. The value of the work would exceed 75 percent of existing replacement value in a 12-month period. ***Item continued to a future meeting.***

F3. Use Permit Revision/InVisage Technologies, Inc./990 Hamilton Avenue:
Request for a revision to a use permit, previously approved in July 2011, for the indoor storage and use of hazardous materials for the research and development of novel semiconductor materials and devices in the M-2 (General Industrial) zoning district. (Staff Report #16-009-PC)

F4. Use Permit/Henry Riggs/210 McKendry Drive:
Request for a use permit to add a second floor, as well as conduct interior modifications, to a single-family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The proposal would also exceed 50 percent of the existing floor area and is considered equivalent to a new structure. The subject parcel is located on a substandard lot in the R-1-U (Single-Family Urban) zoning district. (Staff Report #16-007-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 22, 2016
- Regular Meeting: March 7, 2016
- Regular Meeting: March 21, 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: 2/3/16)

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.

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CITY OF MENLO PARK

REGULAR MEETING MINUTES - DRAFT

Date: 1/11/2016
Time: 7:01 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

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

B. Roll Call

Present: Andrew Combs, Katie Ferrick, John Kadvany, Larry Kahle, John Onken (Chair), Katherine Strehl (Vice Chair)
Absent: Susan Goodhue
Staff: Thomas Rogers, Principal Planner; Michele Morris, Assistant Planner; Corinna Sandmeier, Associate Planner

C. Reports and Announcements

Principal Planner Thomas Rogers said the City Council at its January 12 meeting would consider the 133 Encinal Drive project. He said the project, 24 residential units on the former Roger Reynolds nursery site, was reviewed by the Planning Commission with a positive recommendation to the City Council with an encouragement to the applicant to work with neighbors regarding the rear building. He said the applicants have revised the plan in that area and staff was making a positive recommendation to the City Council to approve. He said the General Plan update or ConnectMenlo would have a zoning focus group meeting on Thursday, January 14. He said the draft zoning information has been released online.

Replying to Commissioner Katherine Strehl's question about the 133 Encinal Drive project, Principal Planner Rogers said the applicant had originally proposed to do one three-unit building in the rear with a residents' community amenities space in the former carriage house, but now would remove the carriage-style building. He said that would allow an increase to the first floor of the residential building, which would pull back the second story and reduce the potential for direct views to neighbors and limit the height from what was allowable.

Commissioner Katie Ferrick said that former Council Member Andy Cohen had passed away, and she wanted to acknowledge his many years of public service to the City and his focus on poverty alleviation and social justice. She said he had encouraged her to become involved in public service during a town hall meeting in 2003 at a neighborhood coffee house.

Commissioner John Kadvany asked about Facebook's plan to study the Dumbarton corridor. Principal Planner Rogers said that he did not have information beyond the news article he had seen, but he would find out if there was any additional information to share with the Commissioner

later.

D. Public Comment

There was none.

E. Consent Calendar

E1. Approval of minutes from the December 7, 2015 Planning Commission meeting. (Attachment)

ACTION: Motion and second (Strehl/Combs) to approve the minutes as submitted; passes 5-0 with Commissioner Ferrick abstaining and Commissioner Goodhue absent.

F. Public Hearing

F1. Use Permit/Karen Douglass/1253 University Drive:
Request for a use permit to demolish an existing single-story, single-family residence and detached garage and construct a new two-story, single-family residence with an attached garage on a substandard lot with regard to lot width and area in the R-1-U (Single-Family Urban) zoning district. (Staff Report #16-001-PC)

` Staff Comment: Associate Planner Corinna Sandmeier said there was a correction to the data table to include the basement in the total square footage.

Applicant Comment: Mr. Alan Douglass said he and his wife Karen were the property owners.

Commissioner Larry Kahle noted the letter from the neighbor at 1265 University Drive and asked if they had addressed that neighbor's concerns about the facing windows and the location of the air conditioner.

Mr. Douglass said they had worked with that neighbor and relocated the air conditioning unit and reduced the size of the windows.

Replying to a question from Commissioner Ferrick, Mr. Douglass said the air conditioner unit would be in the light well in the left back corner if facing the house. Commissioner Ferrick asked if the neighbor on that side had been informed about the location of the air conditioner. Mr. Douglass said they had worked with that neighbor on the location of trees and that home's bedrooms were on the opposite side from their home.

Responding to a question from Commissioner Ferrick regarding the changes to the windows, Mr. Jim Stoecker, Stoecker and Northway Architects Incorporated, project architect, said they had raised the sill heights to 36-inches on all the side yard windows on the east and west. Commissioner Ferrick asked if both neighbors had an opportunity to review the changes. Mr. Stoecker said he sent an email to both neighbors regarding the change to the plans after they made their first revision.

Chair Onken asked about the first floor gable and roof junction on the south elevation, Mr. Stoecker said that they slipped the roof under the gable, noting the gable roof extends from the back to front yard.

Commissioner Strehl confirmed with the architect that the garage was two-car; she noted the data sheet showed a one-car garage, which was acknowledged as an error.

Commissioner Kahle said there were numerous and different roof. He said on the front elevation, the ridge from the back at the master bedroom would be visible from the street. Mr. Stoecker said that it would not appear as prominent on the structure as it appeared in the 2-D graphic. He said the only solution would be to bring that gable forward, and he thought a small gable would look odd on top of the ridge spanning from east to west.

Commissioner Ferrick asked for detail on why the property owners chose this particular design style on this lot. Mr. Stoecker said the lot was only 50-foot wide and substandard in lot size as well. He said the property owners' goals were to have a style appropriate for the community and to maximize the floor area ratio and lot coverage allowed. Commissioner Ferrick asked why they wanted to maximize the square footage. He said the 2,800 square feet allowed was modest compared to other homes in the area and the property owners wanted bedroom space. Commissioner Ferrick asked about energy efficiencies that might minimize the environmental impact of a large home. Mr. Stoecker said CalGreen standards required certain levels of efficiencies in development. He said additionally they would use spray-in insulation at the rafter level and would have a high-recovery water tank system. Commissioner Ferrick asked about the plate heights. Mr. Stoecker said the first floor plate height was eight-feet, nine-inches.

Chair Onken asked if a street parking space was lost due to the driveway widening. Associate Planner Sandmeier said she did not think there was a designated parking space in front of the project site.

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

Commission Comment: Commissioner Kadvany noted that 10-foot of curb was being lost with the driveway widening and he suggested this loss of curb and street parking was something they needed to start paying attention to with development projects.

Recognized by the Chair, Mr. Stoecker said they had looked at how best to provide access to the two-car garage and protect a tree by doing a curb cut around it. He said there had been no comments received about on street parking space preservation. He said he was not sure if there were parking space marks on the street.

Commissioner Ferrick noted the Google photo showed a red curb there.

Commissioner Kahle said this was an R-1-U lot that interfaced with a commercial and more urban area. He said it was a nicely designed project with the exception of the piece of ridge toward the back of the house he would like to see eliminated. He moved to approve as recommended in the staff report. Commissioner Kadvany seconded the motion.

Commissioner Ferrick asked about landscape screening between the project and adjacent neighbors. Mr. Stoecker said they considered landscape screening particularly for the west side yard as that neighbor had a concern. He said an existing pittosporum and liquid amber tree were directly in front of the main two-story elements and almost as tall as the window heights on the second story, which greatly protected that adjacent property. He said on the other side that currently it was a driveway without plant screening. He said he did not think having a side yard path on that side would worsen the existing situation. Commissioner Ferrick said she disagreed as the project would be built to the five-foot setback where now there was open air, space and light. She suggested a robust planting plan of hedges or trees to reduce the impact to the neighbors' views of a large structure.

Commissioner Strehl said the project met all of the specific standards but was a very big house on a small lot. She said she would support the project but thought this amount of lot coverage was something to be discussed in an appropriate context such as residential design guidelines.

Commissioner Combs said he was supportive of the project. He suggested that more discussion regarding building to the maximums should occur.

Commissioner Ferrick said the design was beautiful but she wished the lot was much larger. She said this project was built to the maximum and all the elements that were allowed to encroach, such as the eaves and chimney, were encroaching. She said one reason a project like this had discretionary review rather than administrative review was for an experienced body like the Commission to look at the nuances of a project within the context of the neighborhood. She said with the lack of screening she would need to oppose the project.

Commissioner Kadvany said with this project and the area in which it was situated that there should be more of a setback on the second story element. He said if they needed to have a front facing garage, it should be pushed back so that visually living space was dominant.

Commissioner Combs said he understood the concerns being expressed. He said the neighborhood context in addition to the adjacent one-story and modest two-story residences was commercial and included a multi-story building.

In response to Chair Onken, Commissioner Ferrick said requiring a landscape plan would help alleviate her concerns. She said Commissioner Combs made a good point that there was greater density and more developable area in the larger area beyond the immediate neighbors' properties. She said however she was sensitive to the impact of a much more massive residence just five feet away from smaller scaled homes. She said the project would stand out because of the bulk.

Commissioner Kadvany suggested screening could be planted along the path on the west side. Mr. Stoecker said within the five-foot setbacks there were window pop-outs and they were trying to maintain a three-foot wide path. He said they would have about two feet of planting area and any planting would need to be a vertical shrub along the fence. Commissioner Kadvany said he thought it was essential to have a screening plan.

Chair Onken confirmed with Commissioners Kahle and Kadvany as the makers of the motion to approve and the second to add a condition for a landscaping plan.

Mr. Stoecker said that fortunately on the west side where they would have window bump outs there was quite a lot of screening on the neighbor's property including a liquid amber and pittosporum. He asked adjacent to the bum pouts if they could leave the area clear to the fence and create a little planting strip on either side of the bump outs so the path would weave around those.

Chair Onken said the plan needed to show clearly on either side what would be planted. He said they should work with staff on the details and then staff would email the Commission with it and ask if the Commission found it in conformance with the project approval.

Commissioner Kadvany asked whether the pavers were pervious. Mr. Stoecker said that they were interlocking pavers and as such partially pervious. Chair Onken said driveways were either pervious or not.

Commissioner Ferrick said a letter from a neighbor asked how airborne dust particles from the basement excavation would be mitigated. Mr. Stoecker said the only way was to water it; he said

they had talked with the neighbor about that concern. Commissioner Ferrick asked if the neighbor acknowledged their acceptance of that. Mr. Stoecker said they were fine with all the solutions and measures they had discussed including the curb cut around their tree, the basement excavation, and debris issue.

ACTION: Motion and second (Kahle/Kadvany) to approve the item with the following modification; passes 5-1 with Commissioner Ferrick opposed and Commissioner Goodhue absent.

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 Stoecker and Northway Architects Incorporated consisting of 12 plan sheets, dated received January 4, 2016, and approved by the Planning Commission on January 11, 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 and street trees in the vicinity of the construction project shall be protected pursuant to the arborist report by Kevin Kielty Arborist Services LLC, dated received December 18, 2015.

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

a. The lightwell on the left (east side) of the property shall be constructed using shotcrete techniques as described in the letter from GeoForensics Inc, dated received December 4, 2015. The building permit plans shall include clear specifications to this effect, subject to review and approval of the Planning Division.

b. Simultaneous with the submittal of a complete building permit application, the applicant shall submit an enhanced landscape plan, which shall have the objective of providing additional screening along both side property lines. The revised landscape plan shall be subject to review and approval of the Planning Division. The Planning Commission shall be notified by email of this action, and any Commissioner may request that the Planning Division's approval of the revised landscape plan may be considered at the next Planning Commission meeting. The revised landscape plan shall be fully approved prior to issuance of the overall building permit.

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. (Staff Report #16-002-PC)

Staff Comment: Assistant Planner Michele T. Morris said there were no additions to the staff report.

Applicant Comment: Mr. Jon Jang, project architect, said the home was a mixture of gables with shed roofs coming off those gables. He said the upper floor side walls were set back and there was a fair amount of articulation of the upper floor side wall mass. He said the front second-story massing was also setback. He said the garage although attached in front was mitigated somewhat by the veranda.

Chair Onken asked if they had considered the second-story view from the side facing windows and the neighbors' privacy. He said there was considerable fenestration on the east side.

Mr. Jang said the window placement had addressed not looking over into any of the neighbors' patio living area.

Chair Onken opened the public hearing. He closed the public hearing as there were no speakers.

Commission Comment: Chair Onken said in contrast to the last project they saw this project's mass was moved back on the second story. He said the roof lines were challenging but he appreciated the complexity. He said his only concern was the size of the windows on the second-story sides specifically on the east side, where there was a large pair of casements between two other windows with two-foot, six-inch sills. He said he would like the sill height to be higher on a side second-story wall.

Commissioner Kahle said the last project had six roof pitches and this one has nine roof pitches. He said his main concern was how the second-story massing on the front elevation seemed so much larger than that of the first story. He said he did not think the shed roof of the gable should

be tied into the main roof but should have a secondary ridge drop from there. He said he would like the massing addressed if not the roof pitches.

Chair Onken said this house from the street would be seen as a two–car garage. He asked if there was something they could do to mitigate the appearance of the double garage doors. Mr. Jang said he agreed with that but his client's preference was for a single garage door. Chair Onken said there were ways to visually alter the appearance so it did not look like a single garage door.

Mr. Jang said he could see Commission Kahle's point about not having the shed roof tie into the ridge but he worried that the shed roof pitch would get very shallow when viewed from the side. He said regarding pitch roof variations that they vary on the gables and while they looked prominent in the 2-D drawings he did not think people would notice them in reality from one gable to another.

Chair Onken said he was comfortable with varying roof pitches.

Commissioner Kahle said the siding was noted as vertical v-groove. He asked if this was intended to have a farmhouse type of look. Mr. Jang said it was not intended noting the client liked the v-groove look. Commissioner Kahle asked if they had thought about using some other material or vents for the gable noting there was a lot of the v-groove around the gables at the garage end and elsewhere. Mr. Jang said a vent or trellis would help.

Commissioner Kadvany said this was a 70-foot wide lot and the two-car garage was as prominent as it possibly could be. He said the existing home, which was a one-story was configured similarly, but it would be demolished. He said this was one of the nicest streets with some of the nicest homes in Menlo Park, and he could not support the project as designed. In reply to Chair Onken, Commissioner Kadvany said that possibly a side-facing garage would work.

Commissioner Ferrick said she thought there were options for split-look garage doors. She said if the garage was moved to a side entrance most of the front landscaping would be destroyed. She said there were two trees that would need to be removed for that type of garage placement. She concurred however with minimizing the garage face.

Commissioner Kahle said he still could not support the project. He said he thought the project needed another round of design refinement.

Commissioner Kadvany said that from the aerial view the garage would not line up with neighbors' garages.

Commissioner Ferrick said if they recommended to continue that she would like to see more articulation about the plant screening for the project. She said she was comfortable with the size of the house on this size lot.

Commissioner Kadvany moved to continue the project for redesign. Motion died for lack of a second.

Chair Onken said the garage door needed to be looked at; but also the roof form at the garage. He asked if the gable there had to come all the way out or whether it could stop and another roof pitch come down lower noting there was no habitable space over the garage except rafters. He said they were concerned about the size and prominence of the garage.

Commissioner Kahle asked about neighbor outreach. Assistant Planner Morris said the neighbors had received notices, and she had received no comments on the project.

Commissioner Strehl said she had to leave. She said she agreed the prominence of the garage was problematic. She said she felt some frustration with voting for a continuance because this project was a better house than the last one they approved and this project provided greater side setbacks.

Chair Onken noted Commissioner Strehl had departed. He said he would like to make a motion to continue the project.

Commissioner Combs said he could not vote for a continuance unless he knew the specific guidance they would provide to support the continuance.

Chair Onken said the desired changes he would like to see was to adjust the roof at the garage so there was not a full tall gable all the way to the front. He said if there was enough scope to do so the garage could be moved back. He said additionally the garage door could be articulated so it did not appear to be such a wide double-garage door.

Commissioner Kahle asked if the applicant could also create a more cohesive roof plane noting especially the second story front gable and how that affected the shed behind it. He suggested they also consider a better refinement of the materials noting the predominance of one material, and as suggested by Commissioner Ferrick some type of landscape plan.

Commissioner Combs said he could support a continuance based upon reducing the prominence of the garage door and providing landscaping plan information. He moved to second the motion.

ACTION: Motion and second (Onken/Combs) to continue the item with direction for redesign, in particular with regard to reducing the prominence of the; passes 5-0 with Commissioners Goodhue and Strehl absent.

G. Informational Items

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

- Regular Meeting: January 25, 2016
- Regular Meeting: February 8, 2016
- Regular Meeting: February 22, 2016

H. Adjournment

Chair Onken adjourned the meeting at 8:28 p.m.

Staff Liaison: Thomas Rogers, Principal Planner

Recording Secretary: Brenda Bennett

STAFF REPORT

Planning Commission
Meeting Date: **2/8/2016**
Staff Report Number: **16-006-PC**

Consent Calendar: **Architectural Control/Chris Hall/1029 El Camino Real**

Recommendation

Staff recommends that the Planning Commission approve the architectural control to allow modifications to the façade of an existing commercial building in conjunction with a restaurant use, located at 1029 El Camino Real in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The existing second floor would be reconfigured to include a dining area, but the gross floor area for the building would not increase as part of the project. The recommended actions are contained within Attachment A.

Policy Issues

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

Background

Site location

The subject property is located at 1029 El Camino Real, on the west side of El Camino Real between Santa Cruz Avenue and Menlo Avenue, where El Camino Real is oriented in a north-south direction, in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. Johnson Lane, a service alley, is located along the rear of the property. The property consists of a two-story commercial building with three tenant spaces. Restaurant uses have occupied the subject tenant space since 1995, with Menlo Hub, a full-service restaurant with live entertainment, being the most recent tenant. The two other tenant spaces in the building are both currently occupied by small-scale commercial recreational uses. A location map is included as Attachment B.

Surrounding properties are likewise in the SP-ECR/D zoning district, and consist of a mix of commercial uses (retail, restaurant, offices). The adjacent parcel to the south (1001 El Camino Real) includes both ground-floor commercial space and residential units on the second floor. The adjacent parcel to the rear across Johnson Lane is a private parking lot that serves the subject property, and is owned by the owner of the subject property.

Analysis

Project description

The applicant is proposing to modify the front and rear building façades as part of the tenant improvements for a full-service restaurant, with minor site improvements on an adjacent parking lot property serving the subject property. The floor area would be reconfigured between the two floors within the subject tenant space to allow a dining area on the second floor, but would not result in an increase in gross floor area. The project plans and the applicant's project description letter are included as Attachments C and D, respectively.

Design and materials

The applicant is requesting exterior façade modifications as part of the tenant improvements for the restaurant use.

The proposed changes to the front (El Camino Real) façade would include the following:

- Replace the existing decorative panels and light fixtures above the awning with cedar wood slat panels and new light fixtures;
- Replace the existing wood awning with a steel canopy, and install heaters under the new canopy;
- Replace all existing storefront windows and main entry door;
- Add an exit door and vestibule;
- Install black tile wainscot; and,
- Remove existing building signage. New signs would be reviewed under a separate permit.

The proposed changes to the rear (Johnson Lane) façade would include the following:

- Remove the existing menu display window and fill with stucco wall;
- Replace the existing door; and,
- Remove windows above the existing door and extend existing stucco wall.

The applicant is proposing to modify the color scheme on both elevations to include stucco walls painted in light grey with dark grey accent walls, and dark brown parapet cornice. These colors would be complemented by the cedar wood slat decorative panels, black steel canopy, and black wainscot tiles on the front façade.

The applicant is also proposing to add new rooftop mechanical installations. As currently proposed, some of the equipment could be visible along public streets. Condition 4a has been included to ensure that rooftop equipment would be screened from view from publicly accessible spaces.

Staff believes that the proposed changes are appropriate for the proposed restaurant use and would be compatible with the existing and surrounding buildings. Staff believes these changes would comply with relevant El Camino Real/Downtown Specific Plan design standards and guidelines, as documented in Attachment E, and would represent a comprehensive, cohesive aesthetic update.

Gross floor area

The proposed renovations would result in a substantially reconfigured floor plan where existing square footage would be reallocated between the two floors. Changes that would result in a reduction of floor area include the vestibule for a new exit door along the front and expanding the rear service entry vestibule. Expansions would occur on the second level to accommodate a dining area. The proposed utility equipment closets are eligible for exclusion from the gross floor area (GFA) calculation. A summary of the proposed changes to the gross floor area is provided in the following table:

Table 1: Gross Floor Area (GFA) Summary

Floor	Existing GFA	Proposed GFA	Change
Ground Floor	4513.9 sf	4381.4 sf	-132.5 sf
Second Floor	865.5 sf	996.6 sf	+131.1 sf
TOTAL	5379.4 sf	5378.0 sf	-1.4 sf

With the removal of square footage on the ground floor and other floor plan changes, the proposed project would result in a slight overall reduction of 1.4 square foot of gross floor area as compared with existing conditions. Any proposal to modify floor area may be subject to further review and discretionary approval.

On-site consumption of alcohol

The sale of alcoholic beverages is regulated by both the City and the California Department of Alcoholic Beverage Control (ABC). The subject site had previously been granted a license for the sale of beer, wine, and liquor for on-site consumption from the ABC (ABC Type 47, “On-Sale General for Bona Fide Public Eating Place”) as part of the operation of the previous restaurants. The applicant is in the process of applying for the same type of liquor license (ABC Type 47) to include alcohol service inside the building. Given that the site had previously been approved for on-site consumption of alcohol, no additional discretionary approval is required for the proposed on-site consumption of alcoholic beverages as part of the restaurant use. As included in condition 4b, any citation or violation of the liquor license would be grounds for considering revocation of the architectural control.

Parking and circulation

A private parking lot located at the southeast corner of Menlo Avenue and Johnson Lane, to the rear of the subject property, has historically provided off-street parking for the subject property. Because the project would not increase the current GFA, no additional parking is required to be provided. The parking lot currently contains 24 vehicular parking spaces, a bicycle rack for five bicycles, and an uncovered trash enclosure. In order to bring the parking lot into compliance with accessibility requirements, minor restriping is proposed to create a compliant accessible parking space. The proposed restriping would result in an overall reduction of two vehicular parking spaces, but would preserve the five bicycle parking spaces through relocation of the existing bicycle rack. The Zoning Ordinance specifies that elimination of parking spaces in order to comply with accessibility requirements is not considered nonconforming in regards to

parking. As part of the recommended condition 4c, the applicant would be required to construct a cover over this parking lot's uncovered trash enclosure, which would prevent the contamination of stormwater runoff.

Correspondence

Staff has not received any items of correspondence on the proposed project.

Conclusion

Staff believes that the scale, materials, and proposed design would be compatible with the existing building and other commercial buildings in the area. The proposed contemporary design elements, such as the cedar slat panels, metal canopy, and revised color scheme would update the building's design. The proposed project is a cohesive aesthetic update, and would comply with relevant El Camino Real/Downtown Specific Plan design standards and guidelines. 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 Specific Plan process included detailed review of projected environmental impacts through a program Environmental Impact Report (EIR), as required by the California Environmental Quality Act (CEQA). In compliance with CEQA requirements, the Draft EIR was released in April 2011, with a public comment period that closed in June 2011. The Final EIR, incorporating responses to Draft EIR comments, as well as text changes to parts of the Draft EIR itself, was released in April 2012, and certified along with the final Plan approvals in June 2012.

The proposed project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines, and as such, no additional environmental analysis is required above and beyond the Specific Plan EIR. However, relevant mitigation measures from this EIR have been applied and would be adopted as part of the Mitigation Monitoring and Reporting Program (MMRP), which is included as Attachment F. Mitigation measures include construction-related best practices regarding noise and the handling of any hazardous materials. The MMRP also includes a completed mitigation measure relating to cultural resources: due to the age of the structure being greater than 50 years, a historic resource evaluation was prepared as part of the initial project review. This review, which was conducted by a qualified architectural historian, concluded that the building is not eligible for listing in the State or National historic registers. Therefore, the proposed project would not result in any significant impacts to historic resources.

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. Project Plans
D. Project Description Letter
E. Specific Plan Standards and Guidelines Compliance Worksheet
F. Mitigation Monitoring and Reporting Program

Disclaimer

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

Exhibits to Be Provided at Meeting

Color and Material Samples

Report prepared by:
Jean Lin, Senior Planner

Report reviewed by:
Thomas Rogers, Principal Planner

LOCATION: 1029 El Camino Real	**PROJECT NUMBER:** PLN2015-00075	**APPLICANT:** Chris Hall	**OWNER:** Linmax Trading and Investment Company
REQUEST:			
DECISION ENTITY: Planning Commission	**DATE:** February 8, 2016	**ACTION:** TBD	
VOTE: TBD (Combs, Ferrick, Goodhue, Kadvany, Kahle, Onken, Strehl)			

ACTION:

1. Make findings with regard to the California Environmental Quality Act (CEQA) that the proposal is within the scope of the project covered by the El Camino Real/Downtown Specific Plan Program EIR, which was certified on June 5, 2012. Specifically, make findings that:

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

    b. Relevant mitigation measures have been incorporated into the project through the Mitigation Monitoring and Reporting Program (Attachment F), which is approved as part of this finding.

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

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

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

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

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

    e. The development is consistent with the El Camino Real/Downtown Specific Plan, as verified in detail in the Standards and Guidelines Compliance Worksheet (Attachment E).

3. Approve the architectural control subject to the following ***standard*** conditions:

    a. Development of the project shall be substantially in conformance with the plans provided by Eaton Hall Architecture, consisting of seven plan sheets, dated received February 1, 2016, and approved by the Planning Commission on February 8, 2016 except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

    b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, Recology, 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. 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

LOCATION: 1029 El Camino Real	**PROJECT NUMBER:** PLN2015-00075	**APPLICANT:** Chris Hall	**OWNER:** Linmax Trading and Investment Company
REQUEST:			
DECISION ENTITY: Planning Commission	**DATE:** February 8, 2016	**ACTION:** TBD	
VOTE: TBD (Combs, Ferrick, Goodhue, Kadvany, Kahle, Onken, Strehl)			

ACTION:

and approval of the Engineering Division.

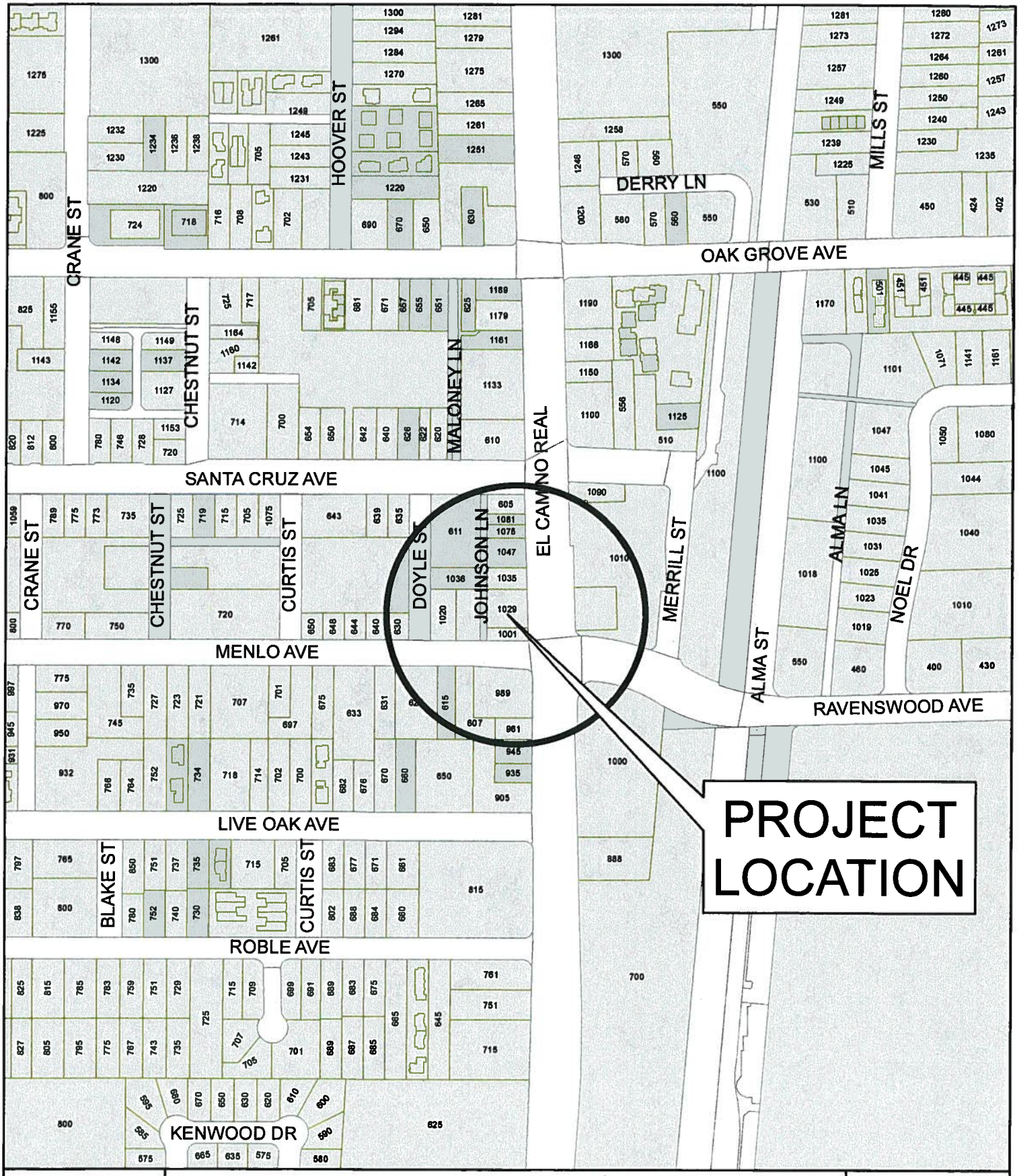
e. Prior to commencing any construction activities in the public right-of-way or public easements, including, but not limited to, installation of the proposed canopy over the public sidewalk, the applicant shall obtain an encroachment permit for review and approval of the Engineering Division.

4. Approve the architectural control subject to the following ***project-specific*** conditions:

a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised plans showing rooftop mechanical installations are screened from view from publicly accessible spaces, subject to review and approval of the Planning Division.

b. Any citation or notification of violation by the California Department of Alcoholic Beverage Control or other agency having responsibility to assure public health and safety for the sale of alcoholic beverages will be grounds for considering revocation of the architectural control.

c. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans showing a cover over the existing trash enclosure in the adjacent private parking lot located at the southeast corner of Menlo Avenue and Johnson Lane, subject to review and approval of the Planning Division and Engineering Division.



CITY OF MENLO PARK

LOCATION MAP

1029 EL CAMINO REAL

B1

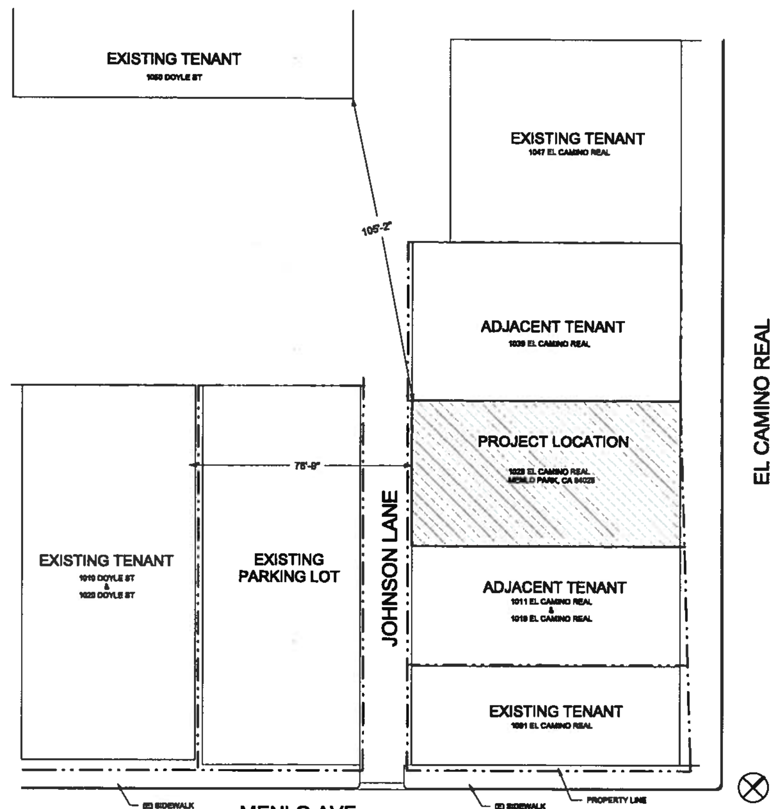
DRAWN: TAS CHECKED: JPL DATE: 2/8/16 SCALE: 1" = 300' SHEET: 1

RECEIVED
FEB 01 2016
CITY OF MENLO PARK
BUILDING

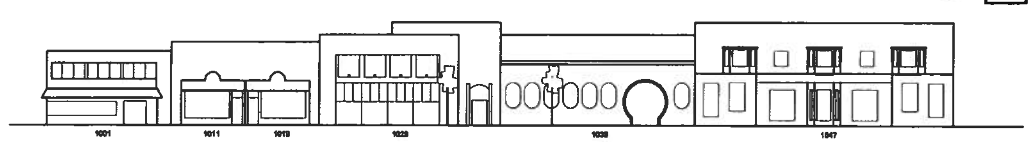
TOPAZ RESTAURANT T.I.

EXTERIOR FACADE IMPROVEMENT 01/27/2016

1029 EL CAMINO REAL
MENLO PARK, CA 94025



AREA PLAN 2
1" = 20'-0"



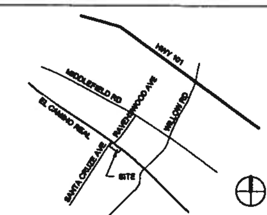
STREETSCAPE 1
1/16" = 1'-0"

C1

GENERAL INFORMATION

SCOPE OF WORK:	EXTERIOR FACADE IMPROVEMENTS, INCLUDING ADDITION OF NEW EXTERIOR DOOR, EXTENSION OF STOREFRONT HEIGHT, ADDITION OF WOOD PANELS AND TILE WAINSCOT. ALSO INCLUDED ARE REPLACEMENT OF EXTERIOR LIGHT FIXTURES AND SIGNAGE.
OCCUPANCY:	A-2
JURISDICTION:	CITY MENLO PARK
TYPE OF CONSTRUCTION:	V-B
SPRINKLERS:	YES
ZONING:	SP-ECRD
APN:	071-287-070

VICINITY MAP



PROJECT DIRECTORY

BUILDING OWNER:	Linmax Trading & Investment Company JEAN CHEN T: (650) 888-1780 E: jeanchenxxx@hotmail.com
TENANT:	TOPAZ RESTAURANT 1029 EL CAMINO REAL MENLO PARK, CA 94025 KAY TAN T: (408) 299-8437 E: kaytan@yahoo.com
ARCHITECT:	EATON HALL ARCHITECTURE INC. 1501 The Alameda, Ste. 105 San Jose, CA 95126 Chris Hall, AIA T: (408) 590-7803 F: (408) 265-6155 E: chris@ehastudio.com

SHEET INDEX

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A CALIFORNIA CORPORATION

TOPAZ RESTAURANT T.I.
1029 EL CAMINO REAL
MENLO PARK, CA 94025
CLIENT:
KAY TAN

Rev. #	Description	Date

Project Number: 3.680
Date: JAN 27, 2016
Drawn by: AE, JP
Checked by: SI, JE

Sheet Title:
GENERAL INFORMATION

PD0.1

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LEGEND

PROPERTY LINE	
ACCESSIBLE PATH OF TRAVEL	

PARKING CALCULATION

EXISTING STANDARD	29
EXISTING ACCESSIBLE(VAN)	01
TOTAL PARKING/BIKE RACK	30
EXISTING BIKE PARKING	05
PROPOSED STANDARD	21
PROPOSED ACCESSIBLE(VAN)	01
TOTAL PARKING	22
PROPOSED BIKE PARKING	05

EXISTING SITE ANALYSIS

ZONING: SP-ECR/D

LOT AREA:	4,883 SF
BUILDING COVERAGE	4,597 SF
NO ATTIC SPACE OVER 5'-0"	
TOTAL EXISTING FLOOR AREA (SEE PD1.2)	9,119 SF
LAND COVERED BY STRUCTURE	99 %
LANDSCAPE	0%
PAVED SURFACES	1%
PARKING SPACES	22

PROPOSED SITE ANALYSIS

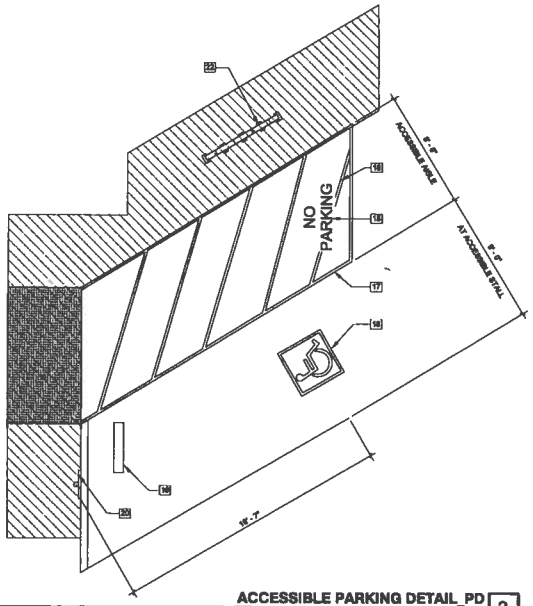
ZONING: SP-ECR/D

LOT AREA:	9,344 SF
BUILDING COVERAGE	4,663 SF
NO ATTIC SPACE OVER 5'-0"	
TOTAL PROPOSED FLOOR AREA (SEE PD1.2)	9,553 SF

NO ADDITIONAL SF ABOVE EXISTING, HENCE NO ADDITIONAL PARKING REQUIRED.

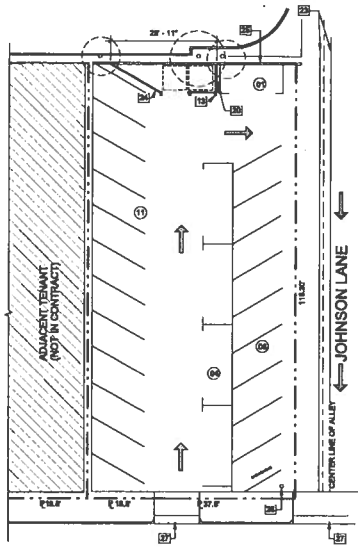
KEY NOTES

1	(E) EDGE OF CURB/SIDEWALK
2	(E) ELECTRICAL SERVICE LOCATION
3	(N) SIGN BELOW (UNDER SEPARATE PERMIT), SEE ELEVATION
4	(N) METAL CANOPY BELOW, SEE ELVATION
5	(E) STREET LAMP
6	(E) ROOF DRAIN
7	(E) PARAPET WALL
8	(N) MECHANICAL EQUIPMENT
9	(E) MECHANICAL EQUIPMENT (NOT USED)
10	(E) SKYLIGHT
11	(E) ROOF SLOPE
12	(E) ROOF ACCESS HATCH
13	(E) BOLLARD, M-1
14	ACCESSIBLE PATH OF TRAVEL TO MAIN ENTRY
15	(N) WITHIN THE LOADING & UNLOADING ACCESS AISLE PAINT THE WORD "NO PARKING" IN 12" HIGH MIN. WHITE LETTER
16	(N) STRIPES @36" MAX. ON CENTER PAINTED A COLOR CONTRASTING WITH THE PARKING SURFACE, PREFERABLY BLUE OR WHITE
17	(N) LOADING & UNLOADING ACCESS AISLE BORDER TO BE PAINTED BLUE
18	(N) ACCESSIBLE PARKING SYMBOL, TYP. SEE DETAIL ON SITE ACCESSIBILITY DETAIL SHEET, PER CBC 11B-502.6.4.1
19	(N) CONCRETE STOP, TYP.
20	(E) ACCESSIBLE PARKING SIGNAGE TO BE REMOVED
21	(N) TRUNCATED DOMES BORDER
22	(E) BIKE RACK, RELOCATED
23	(E) VALLEY GUTTER
24	(E) TRASH ENCLOSURE WITH CHAIN LINK FENCE WITH VINYL SLATS
29	(E) WOOD FENCE
26	(E) FIRE HYDRANT
27	(E) DRIVEWAY AND CURBCUT
28	(E) MECHANICAL EQUIPMENT TO BE REUSED
29	(N) ROOF OVER EXISTING TRASH ENCLOSURE



ACCESSIBLE PARKING DETAIL PD 3

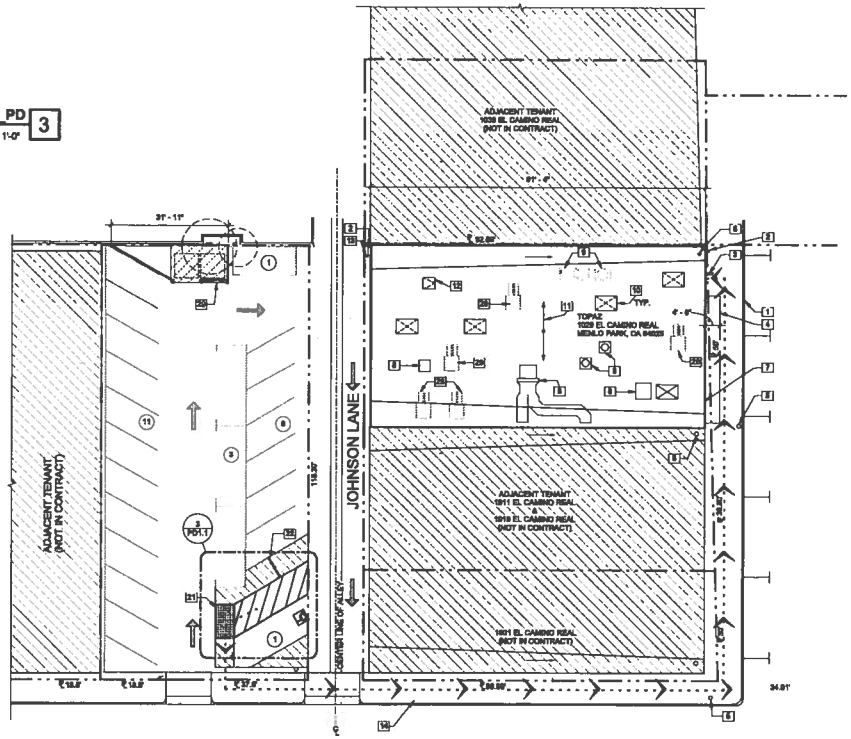
1/4" = 1'-0"



MENLO AVE

EXISTING PARKING LOT PLAN 2

1/16" = 1'-0"



MENLO AVE

PROPOSED SITE PLAN / ROOF PLAN 1

1/16" = 1'-0"

Graphic Scale: 1 Inch = 16 Feet

(C2)

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TOPAZ RESTAURANT T.I.

1029 EL CAMINO REAL
MENLO PARK, CA 94025

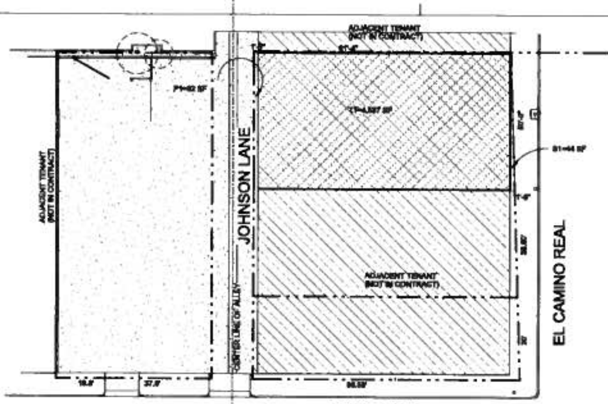
CLIENT:
KAY TAN

Rev. #	Description	Date

Project Number: 3.690
Date: JAN 27, 2015
Drawn by: AE, JP
Checked by: SI, JE

Sheet Title:
EXISTING / PROPOSED SITE PLAN

PD1.1



EXISTING / PROPOSED SITE PLAN CALCULATIONS PLAN 5
NS

EXISTING AREA CALCULATIONS

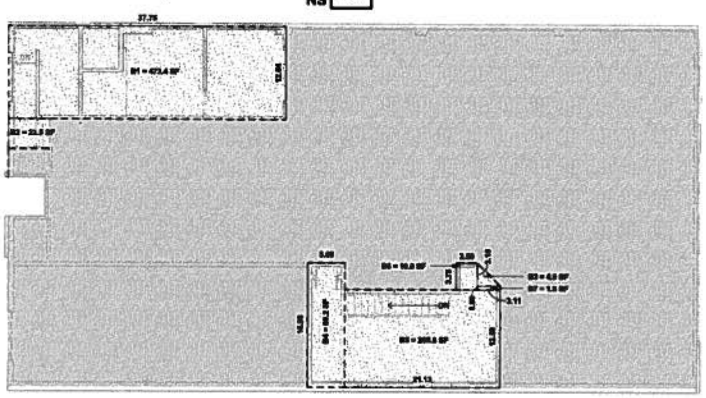
		LENGTH	WIDTH	AREA	TOTAL	GRAND TOTAL
FIRST FLOOR	A1	90.05	16.50	1463.0	4615.9	5279.4
	A2	83.83	3.82	579.2		
	A3	80.95	5.16	458.8		
	A4	90.05	23.17	2086.5		
	A5	39.83	3.71	147.0		
	A6	4	0.42	1.7		
	A7	1.73	0.42	0.7		
	A8	5.63	0.42	2.4		
	A9	0.63	0.42	0.3		
	E1	3.73	3.40	12.8		
	E2	6.13	[illegible]	24.0		
MEZZANINE	B1	37.75	12.54	473.4	[illegible]	
	B2	5.58	4.04	22.5		
	B3	3.16	[illegible]	4.5		
	B4	16.86	5.08	[illegible]		
	B5	21.13	12.58	265.8		
	B6	3.73	[illegible]	10.8		
	B7	2.11	[illegible]	1.8		

PROPOSED AREA CALCULATIONS

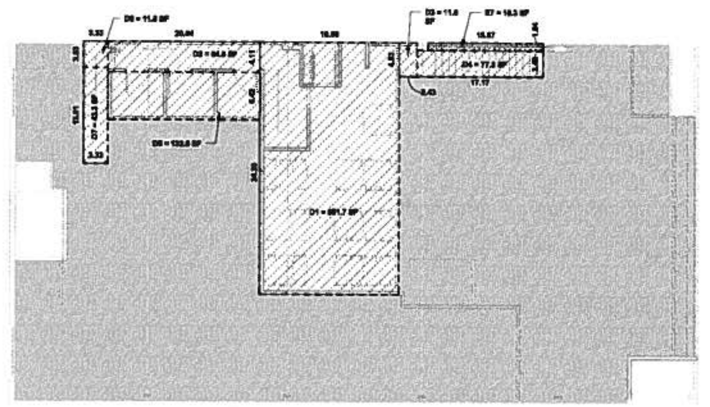
		LENGTH	WIDTH	AREA	TOTAL	GRAND TOTAL
FIRST FLOOR	C1	90.05	16.25	1463.3	4561.4	5279.0
	C3	33.67	3.71	124.9		
	C4	63.67	[illegible]	228.0		
	C5	82.8	8.88	735.3		
	C6	82.8	13.67	1131.9		
	C7	19.63	7.25	142.3		
	C8	77.47	5.96	461.7		
	C9	4	0.42	1.7		
	C10	1.36	1.08	1.7		
	C11	8.46	0.65	6.1		
	C12	7.58	0.42	0.9		
	C13	3.54	1.17	4.1		
	C14	0.63	0.42	[illegible]		
	E1	3.73	3.40	12.8		
	E2	6.13	3.88	24.0		
	E3	3.76	5.5	20.8		
	E4	10.33	1.04	10.7		
	E5	17.17	1.04	17.9		
	E6	1	1.04	1.0		
MEZZANINE	D1	34.7	19	651.7	[illegible]	
	D2	20.45	4.11	84.0		
	D3	4.59	[illegible]	11.6		
	D4	17.17	4.53	77.8		
	D5	20.64	6.42	132.5		
	D6	3.57	3.33	11.9		
	D7	13.00	3.33	43.3		
	E7	15.67	1.04	16.3		

LEGEND

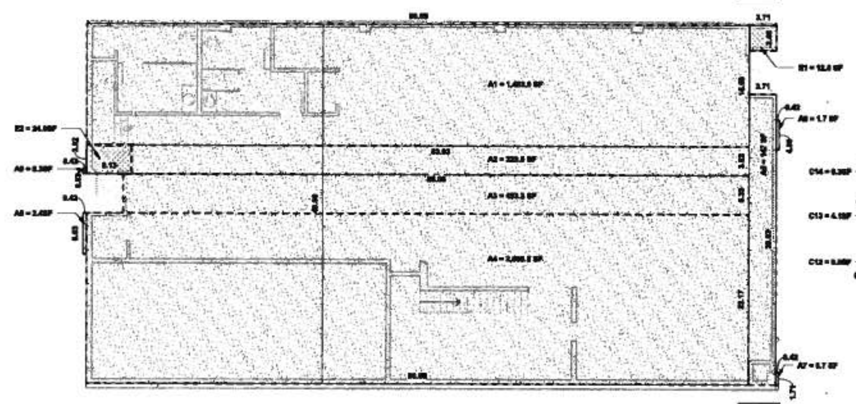
- A & B — FLOOR AREA
- C & D — FLOOR AREA
- E — FLOOR AREA EXEMPT
- AREA BELOW (NOT INCLUDED)
- ADJACENT TENANT (NOT IN CONTRACT)
- T — AREA OF TENANT IMPROVEMENT, BUILDING COVERAGE
- S — SIDEWALK, CONCRETE
- P — PARKING AREA, CONCRETE
- PLANTER BED



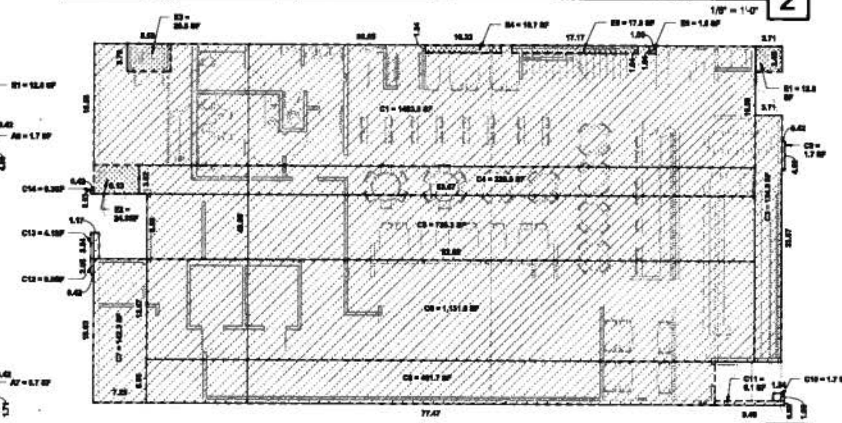
EXISTING MEZZANINE FLOOR AREA CALCULATION PLAN 4
1/8" = 1'-0"



PROPOSED MEZZANINE FLOOR AREA CALCULATION PLAN 2
1/8" = 1'-0"



EXISTING FIRST FLOOR AREA CALCULATION PLAN 3
1/8" = 1'-0"



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

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TOPAZ RESTAURANT T.I.
1029 EL CAMINO REAL
MENLO PARK, CA 94025
CLIENT: KAY TAN

Rev. # | Description | Date

Project Number: 3.660
Date: JAN 27, 2015
Drawn by: SI
Checked by: CH

Sheet Title:
EXISTING & PROPOSED AREA CALCULATIONS

PD1.2

C3

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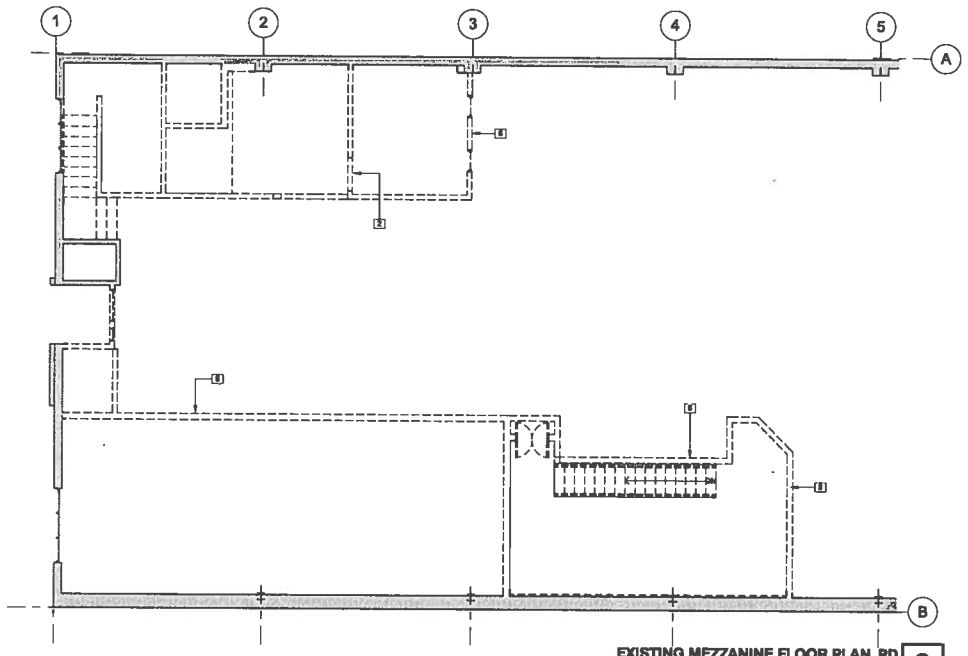
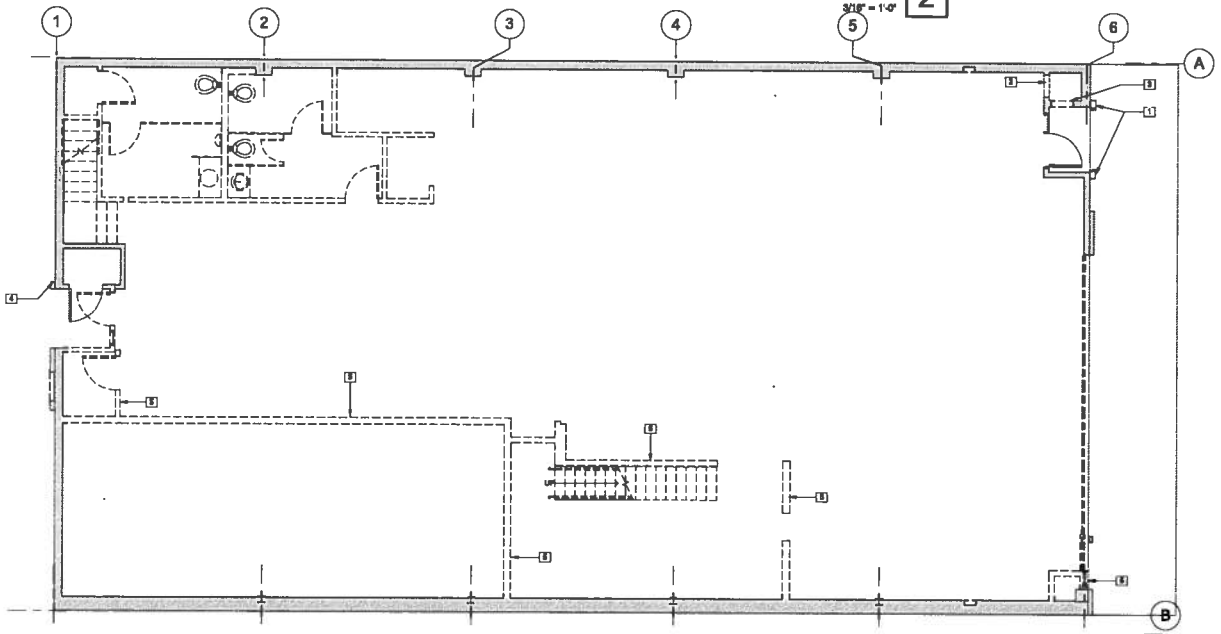


EXISTING MEZZANINE FLOOR PLAN_PD 2

3/16" = 1'-0"



EXISTING FIRST FLOOR PLAN_PD 1

3/16" = 1'-0"

KEY NOTES

1	@EXTERIOR DECORATIVE ELEMENT TO BE REMOVED
2	@OPENING TO BE FILLED
3	@WALL TO BE DEMOLISHED FOR A NEW DOOR
4	@EXTERIOR DECORATIVE ELEMENT TO REMAIN
5	@WALL TO BE DEMOLISHED

LEGEND

EXISTING WALL TO BE DEMOLISHED

EXISTING WALL TO REMAIN

EXISTING DOOR TO BE REMOVED

EXISTING DOOR TO REMAIN

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TOPAZ RESTAURANT T.I.

1029 EL CAMINO REAL
MENLO PARK, CA 94025

CLIENT:
KAYTAN

Rev. #	Description	Date

Project Number: 3.680
Date: JAN 27, 2016
Drawn by: AE, JP
Checked by: BI, JE

Sheet Title:
EXISTING
FLOOR PLAN

PD2.0

C4

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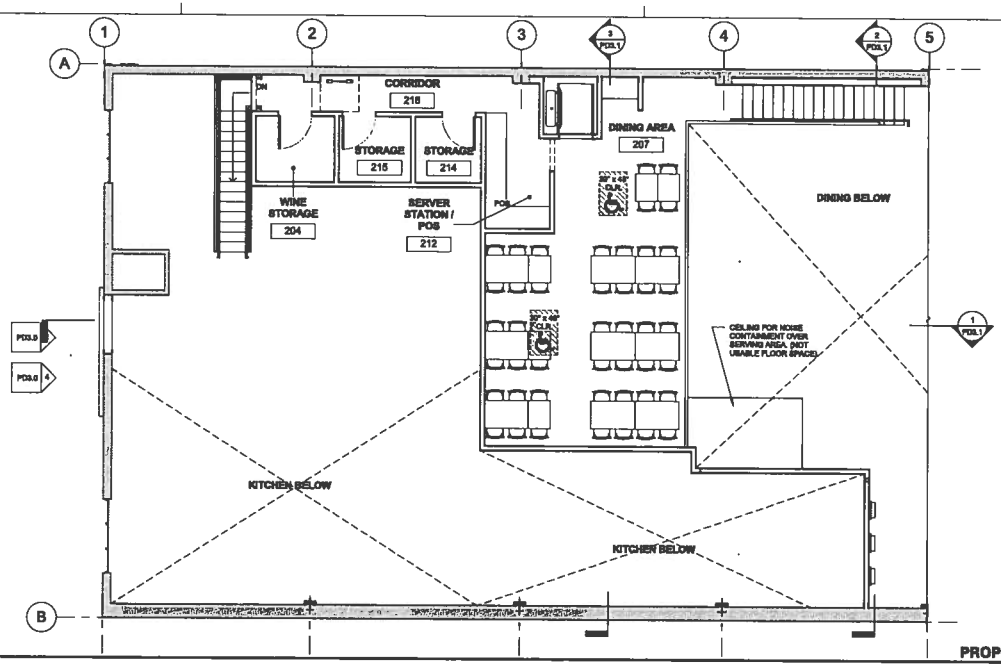
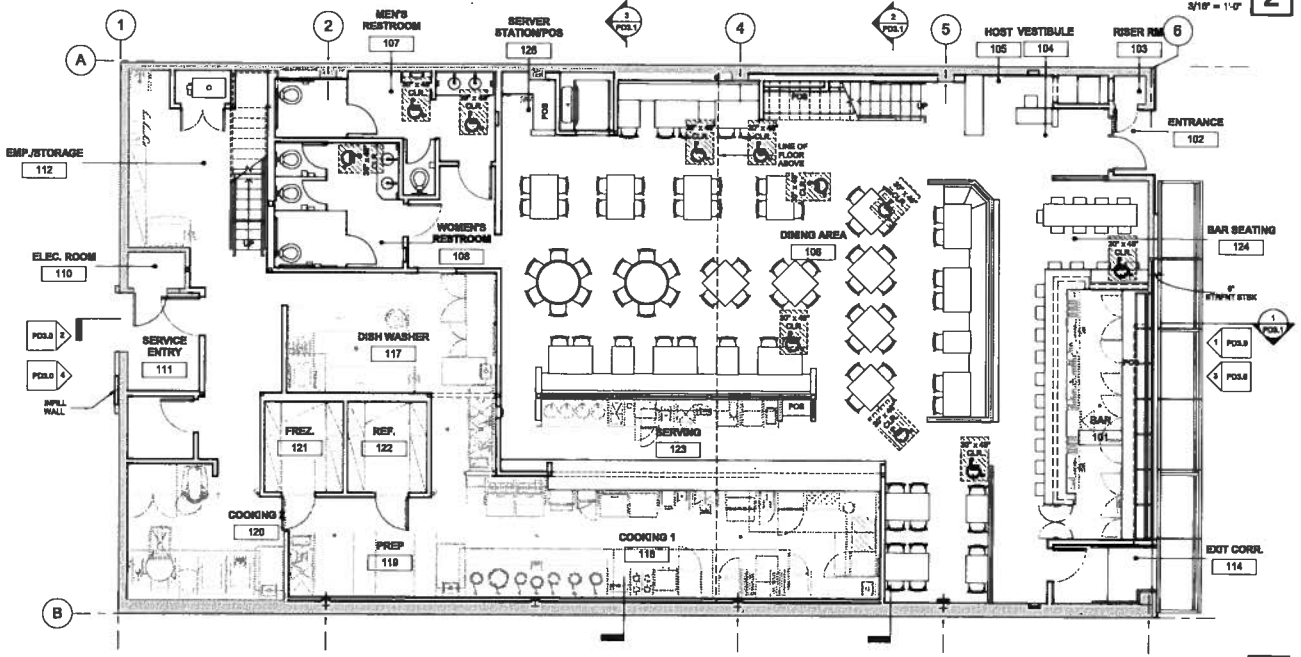


PROPOSED MEZZANINE FLOOR PLAN 2

3/16" = 1'-0"



PROPOSED FIRST FLOOR PLAN 1

3/16" = 1'-0"

PLUMBING FIXTURE CALCULATIONS (CPC TABLE 422.1)

A - 2 OCCUPANCY — 5,378 SF / 30 OLF = 180 OCCUPANTS; 90 FEMALE / 90 MALE

WATER CLOSETS		URINAL	LAVATORIES	
MALE	FEMALE	MALE	MALE	FEMALE
2/100	2/51-100	1/200	1/100	1/100

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CLIENT:
KAY TAN

Rev. #	Description	Date

Project Number: 3.680
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Drawn by: AE, JP
Checked by: SI, JE

Sheet Title:
PROPOSED FLOOR PLANS

PD2.1

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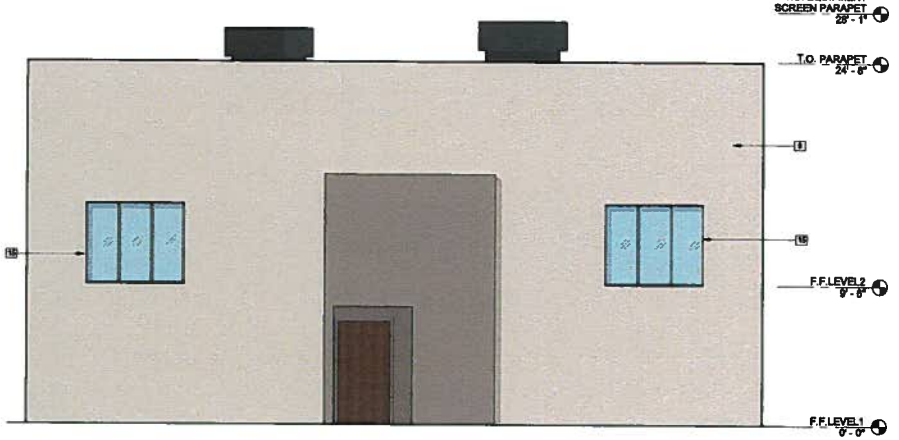
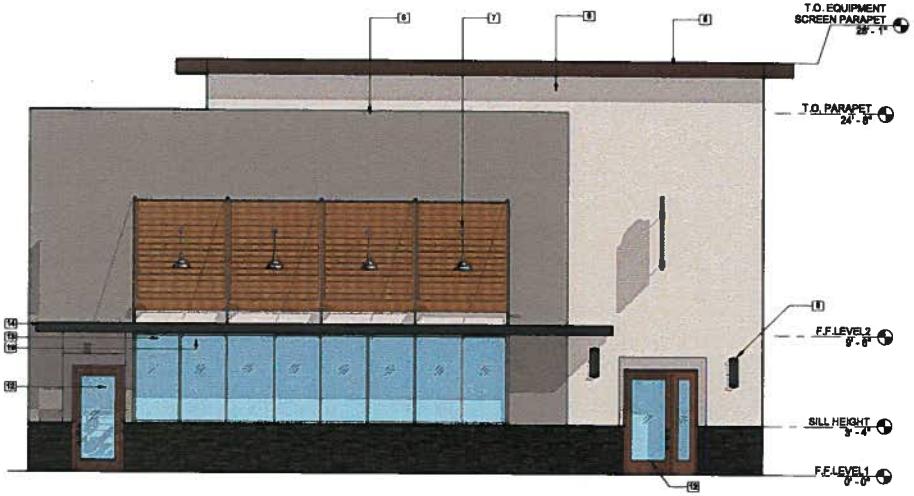
KEY NOTES	
1	(E)SIGNAGE TO BE REMOVED
2	(E)LIGHTING FIXTURE TO BE REMOVED
3	(E)PANELS TO BE REMOVED
4	(E)VERTICAL ELEMENTS TO BE REMOVED
5	(N)CORNICE ELEMENT PAINTED IN DARK BROWN
6	(N)DECORATIVE CEDAR WOOD SLAT, CLEAR FINISH
7	(N)LIGHTING FIXTURE
8	(N)WALL LIGHTING FIXTURE
9	(E)STUCCO TO BE PAINTED IN LIGHT GREY
10	(E)WINDOW TO BE REMOVED, NEW WINDOW WILL BE INSTALLED
11	(E)DOOR TO BE REMOVED

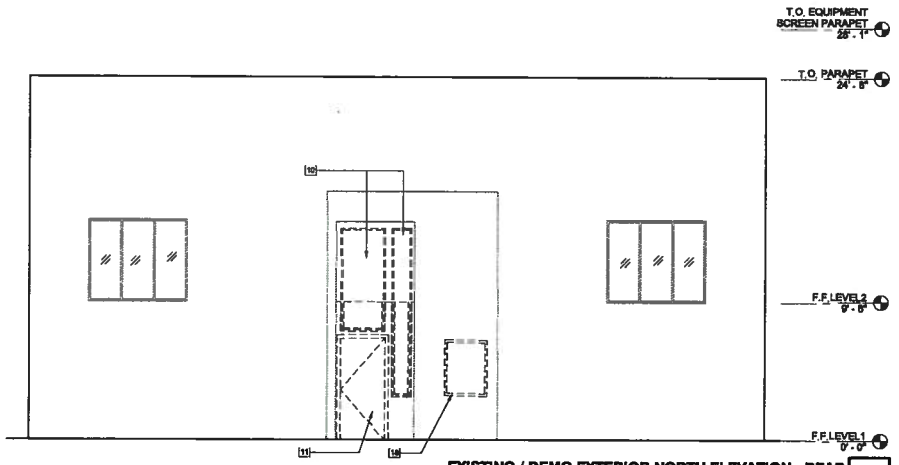
KEY NOTES	
12	(N)CEDAR WOOD DOORS
13	(N)WINDOWS
14	(N)STEEL CANOPY W/POLYCARBONATE PANEL, PAINTED BLACK
15	(E)WINDOW TO REMAIN
16	(E)STUCCO
17	(E)AWNING TO BE REMOVED, NEW AWNING WILL BE INSTALLED
18	(E) MENU DISPLAY
19	(N) OUTDOOR HEATERS



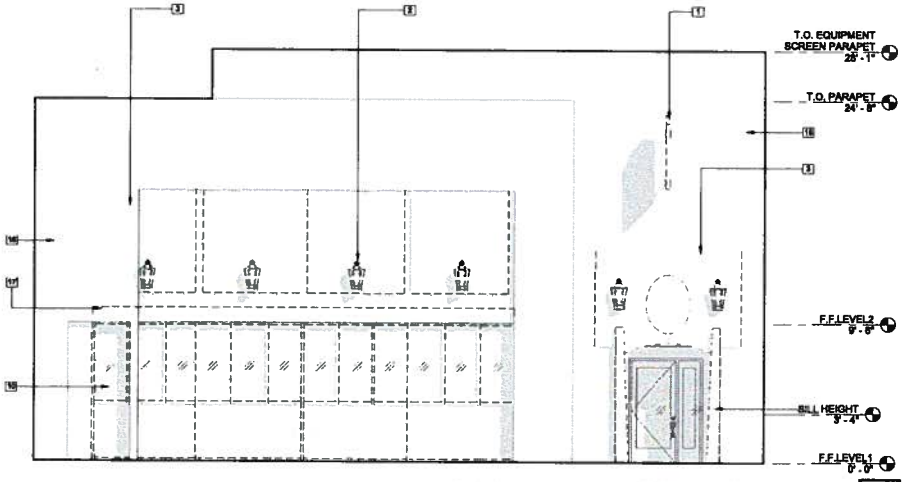
PROPOSED EXTERIOR NORTH ELEVATION - REAR 4
1/4" = 1'-0"



PROPSED EXTERIOR SOUTH ELEVATION - FRONT 3
1/4" = 1'-0"



EXISTING / DEMO EXTERIOR NORTH ELEVATION - REAR 2
1/4" = 1'-0"



EXISTING / DEMO EXTERIOR SOUTH ELEVATION - FRONT 1
1/4" = 1'-0"

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TOPAZ RESTAURANT T.I.
1029 EL CAMINO REAL
MENLO PARK, CA 94025
CLIENT: KAY TAN

Rev #	Description	Date

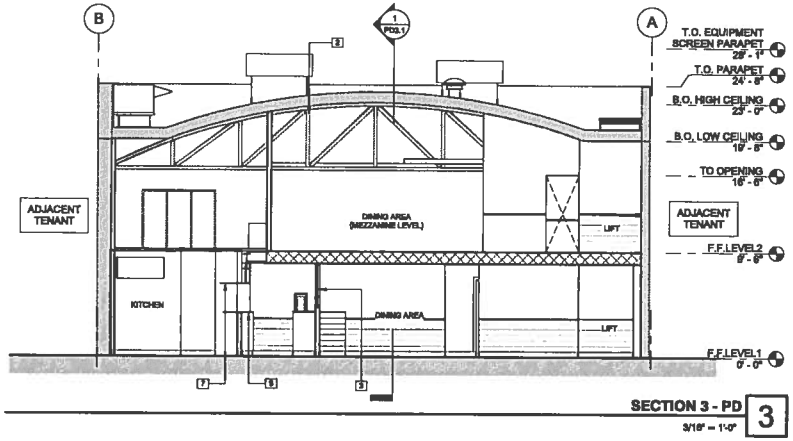
Project Number: 3.680
Date: JAN 27, 2016
Drawn by: AE, JP
Checked by: SI, JE

Sheet Title:
EXTERIOR ELEVATIONS

PD3.0

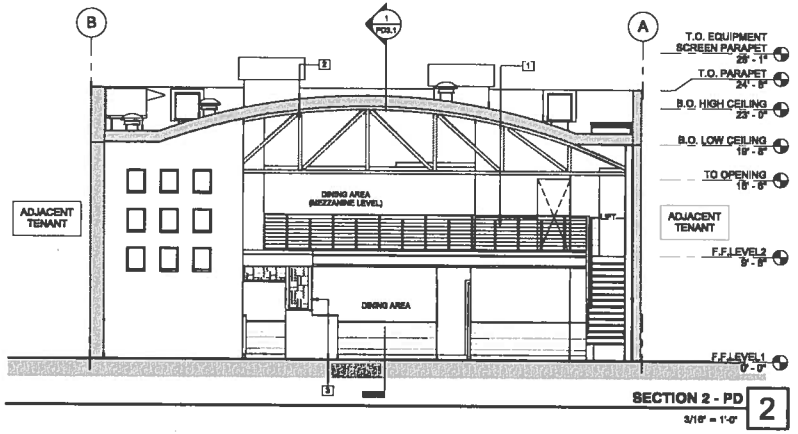
KEY NOTES

1	RAILING
2	TRUSS
3	DECORATIVE SCREEN
4	BANQUETTE SEATING
5	BAR COUNTER
6	SERVING COUNTER
7	SOFFIT
8	SIDEWALK



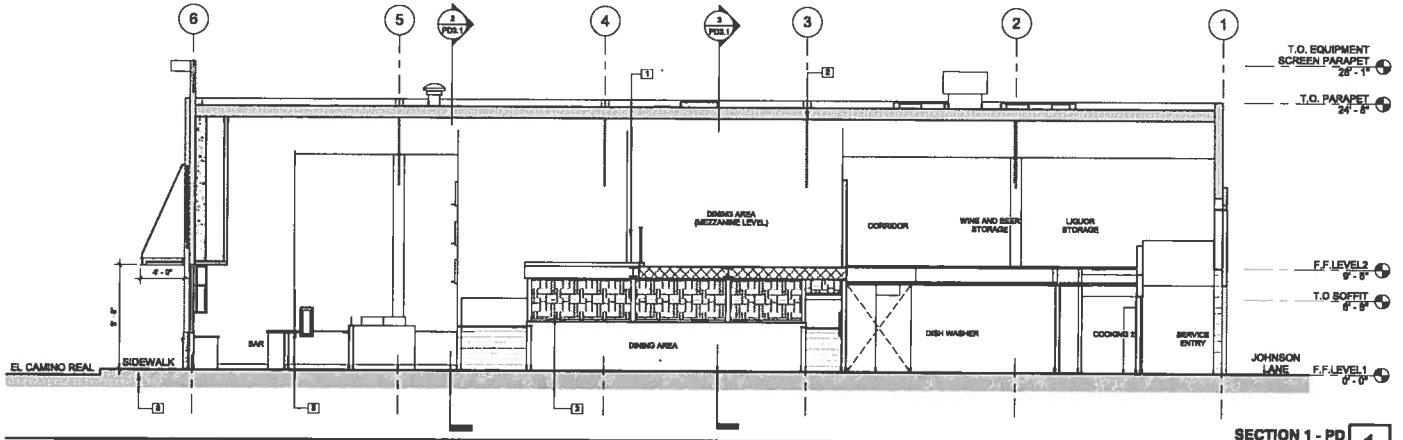
SECTION 3 - PD 3

3/16" = 1'-0"



SECTION 2 - PD 2

3/16" = 1'-0"



SECTION 1 - PD 1

3/16" = 1'-0"

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TOPAZ RESTAURANT T.I.

1029 EL CAMINO REAL
MENLO PARK, CA 94025

CLIENT:
KAY TAN

Rev. #	Description	Date

Project Number: 3.880
Date: JAN 27, 2015
Drawn by: AE, JP
Checked by: SI, JE

Sheet Title:
SECTIONS

PD3.1

EATON HALL ARCHITECTURE

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BUILDING

Project Description - 1029 El Camino Real

The proposed project will be an interior tenant improvement for a 5,378 sf restaurant in an existing building with modifications to the façade along El Camino Real. The proposed floor area is lower than the previous restaurant tenant (5,379.4 sf).

The scope of work of exterior improvements includes replacement of existing windows along El Camino Real to add aluminum storefront that will allow more light into the space. Also proposed are replacement of exterior panels with wood panels and replacement of exterior light fixtures. Site improvements include restriping of the existing parking lot to provide an accessible parking space in conformance with current code requirements.

The proposed façade modifications aim to improve the presence of the building along El Camino Real while maintaining the character and architectural style guidelines in the Downtown Specific Plan. The materials proposed as a part of the Exterior Improvements are stucco (see elevations for paint colors), aluminum storefront, decorative wood paneling, tile wainscot, and metal awning.

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: 1029 El Camino Real Compliance Worksheet

Section	Standard or Guideline	Requirement	Evaluation
E.3.1 Development Intensity			
E.3.1.01	Standard	Business and Professional office (inclusive of medical and dental office) shall not exceed one half of the base FAR or public benefit bonus FAR, whichever is applicable.	Not Applicable: No office uses occur on the site.
E.3.1.02	Standard	Medical and Dental office shall not exceed one third of the base FAR or public benefit bonus FAR, whichever is applicable.	Not Applicable: No office uses occur on the site.
E.3.2 Height			
E.3.2.01	Standard	Roof-mounted mechanical equipment, solar panels, and similar equipment may exceed the maximum building height, but shall be screened from view from publicly-accessible spaces.	Conditionally Complies: New rooftop equipment would be installed, and some existing rooftop equipment are proposed to remain. Existing and proposed rooftop installations would not be visible along El Camino Real due to the higher parapet along the front elevation. Some equipment may be visible from Menlo Avenue and/or Doyle Street due to the lower parapet along the rear elevation. Recommended condition of approval 4a would ensure that rooftop equipment would be screened from view from publicly-accessible spaces.
E.3.2.02	Standard	Vertical building projections such as parapets and balcony railings may extend up to 4 feet beyond the maximum façade height or the maximum building height, and shall be integrated into the design of the building.	Not Applicable: No changes are proposed to the existing building parapet. Existing parapet design is integrated with the building.
E.3.2.03	Standard	Rooftop elements that may need to exceed the maximum building height due to their function, such as stair and elevator towers, shall not exceed 14 feet beyond the maximum building height. Such rooftop elements shall be integrated into the design of the building.	Not Applicable: No stair or elevator towers are proposed.
E.3.3 Setbacks and Projections within Setbacks			
E.3.3.01	Standard	Front setback areas shall be developed with sidewalks, plazas, and/or landscaping as appropriate.	Not Applicable: The existing building is constructed up to the front property line, and no changes are proposed to the front setback.
E.3.3.02	Standard	Parking shall not be permitted in front setback areas.	Complies: No parking is proposed within the front setback area.
E.3.3.03	Standard	In areas where no or a minimal setback is required, limited setback for store or lobby entry recesses shall not exceed a maximum of 4-foot depth and a maximum of 6-foot width.	Complies: The main entry is recessed approximately 3.7 feet from the primary building façade. A new exit door is proposed along the El Camino Real frontage that would need to be recessed approximately 9.5 feet in order to meet egress accessibility requirements, as the sidewalk is not flush with the interior slab at that location. However, the exit door is a secondary door and would not serve as the building entry.

E1

Section	Standard or Guideline	Requirement	Evaluation
E.3.3.04	Standard	In areas where no or a minimal setback is required, building projections, such as balconies, bay windows and dormer windows, shall not project beyond a maximum of 3 feet from the building face into the sidewalk clear walking zone, public right-of-way or public spaces, provided they have a minimum 8-foot vertical clearance above the sidewalk clear walking zone, public right-of-way or public space.	Not Applicable: No building projections are proposed.
E.3.3.05	Standard	In areas where setbacks are required, building projections, such as balconies, bay windows and dormer windows, at or above the second habitable floor shall not project beyond a maximum of 5 feet from the building face into the setback area.	Not Applicable: No building projections are proposed.
E.3.3.06	Standard	The total area of all building projections shall not exceed 35% of the primary building façade area. Primary building façade is the façade built at the property or setback line.	Not Applicable: No building projections are proposed.
E.3.3.07	Standard	Architectural projections like canopies, awnings and signage shall not project beyond a maximum of 6 feet horizontally from the building face at the property line or at the minimum setback line. There shall be a minimum of 8-foot vertical clearance above the sidewalk, public right-of-way or public space.	Complies: Proposed new metal canopy extending over the sidewalk along El Camino Real would have a vertical clearance of 9.5 feet over the sidewalk. See sheet PD3.1.
E.3.3.08	Standard	No development activities may take place within the San Francisquito Creek bed, below the creek bank, or in the riparian corridor.	Not Applicable: The site is not near San Francisquito Creek.
E.3.4 Massing and Modulation			
E.3.4.1 Building Breaks			
E.3.4.1.01	Standard	The total of all building breaks shall not exceed 25 percent of the primary façade plane in a development.	Not Applicable: No building breaks are proposed.
E.3.4.1.02	Standard	Building breaks shall be located at ground level and extend the entire building height.	Not Applicable: No building breaks are proposed.
E.3.4.1.03	Standard	In all districts except the ECR-SE zoning district, recesses that function as building breaks shall have minimum dimensions of 20 feet in width and depth and a maximum dimension of 50 feet in width. For the ECR-SE zoning district, recesses that function as building breaks shall have a minimum dimension of 60 feet in width and 40 feet in depth.	Not Applicable: No building recesses functioning as breaks are proposed.
E.3.4.1.04	Standard	Building breaks shall be accompanied with a major change in fenestration pattern, material and color to have a distinct treatment for each volume.	Not Applicable: No building breaks are proposed.
E.3.4.1.05	Standard	In all districts except the ECR-SE zoning district, building breaks shall be required as shown in Table E3.	Not Applicable: No building breaks are proposed.

Section	Standard or Guideline	Requirement	Evaluation
E.3.4.1.06	Standard	In the ECR-SE zoning district, and consistent with Table E4 the building breaks shall: • Comply with Figure E9; • Be a minimum of 60 feet in width, except where noted on Figure E9; • Be a minimum of 120 feet in width at Middle Avenue; • Align with intersecting streets, except for the area between Roble Avenue and Middle Avenue; • Be provided at least every 350 feet in the area between Roble Avenue and Middle Avenue; where properties under different ownership coincide with this measurement, the standard side setbacks (10 to 25 feet) shall be applied, resulting in an effective break of between 20 to 50 feet. • Extend through the entire building height and depth at Live Oak Avenue, Roble Avenue, Middle Avenue, Partridge Avenue and Harvard Avenue; and • Include two publicly-accessible building breaks at Middle Avenue and Roble Avenue.	Not Applicable: Site is not in the ECR-SE zoning district.
E.3.4.1.07	Standard	In the ECR-SE zoning district, the Middle Avenue break shall include vehicular access; publicly-accessible open space with seating, landscaping and shade; retail and restaurant uses activating the open space; and a pedestrian/bicycle connection to Alma Street and Burgess Park. The Roble Avenue break shall include publicly-accessible open space with seating, landscaping and shade.	Not Applicable: Site is not in the ECR-SE zoning district.
E.3.4.1.08	Guideline	In the ECR-SE zoning district, the breaks at Live Oak, Roble, Middle, Partridge and Harvard Avenues may provide vehicular access.	Not Applicable: Site is not in the ECR-SE zoning district.
E.3.4.2 Façade Modulation and Treatment			
E.3.4.2.01	Standard	Building façades facing public rights-of-way or public open spaces shall not exceed 50 feet in length without a minor building façade modulation. At a minimum of every 50' façade length, the **minor vertical façade modulation** shall be a minimum 2 feet deep by 5 feet wide recess or a minimum 2 foot setback of the building plane from the primary building façade.	Not Applicable: Existing building façade would remain substantially intact, and would not trigger the minor vertical façade modulation requirement.

E3

Section	Standard or Guideline	Requirement	Evaluation
E.3.4.2.02	Standard	Building façades facing public rights-of-way or public open spaces shall not exceed 100 feet in length without a major building modulation. At a minimum of every 100 feet of façade length, a **major vertical façade modulation** shall be a minimum of 6 feet deep by 20 feet wide recess or a minimum of 6 feet setback of building plane from primary building façade for the full height of the building. This standard applies to all districts except ECR NE-L and ECR SW since those two districts are required to provide a building break at every 100 feet.	Not Applicable: Existing building façade wall would remain substantially intact, and would not trigger the major vertical façade modulation requirement.
E.3.4.2.03	Standard	In addition, the major building façade modulation shall be accompanied with a 4-foot minimum height modulation and a major change in fenestration pattern, material and/or color.	Not Applicable: Existing building façade wall would remain substantially intact, and would not trigger the major vertical façade modulation requirement.
E.3.4.2.04	Guideline	Minor façade modulation may be accompanied with a change in fenestration pattern, and/or material, and/or color, and/or height.	Not Applicable: Existing building façade wall would remain substantially intact, and would not trigger the minor vertical façade modulation requirement.
E.3.4.2.05	Guideline	Buildings should consider sun shading mechanisms, like overhangs, *bris soleils* and clerestory lighting, as façade articulation strategies.	Complies: Proposed metal canopy along the front elevation would provide sun shading and would help articulate the façade.
E.3.4.3 Building Profile			
E.3.4.3.01	Standard	The 45-degree building profile shall be set at the minimum setback line to allow for flexibility and variation in building façade height within a district.	Not Applicable: No changes are proposed to the existing building profile and height. Existing building façade is 28'-1", and already complies with 38-foot building façade height.
E.3.4.3.02	Standard	Horizontal building and architectural projections, like balconies, bay windows, dormer windows, canopies, awnings, and signage, beyond the 45-degree building profile shall comply with the standards for Building Setbacks & Projection within Setbacks (E.3.3.04 to E.3.3.07) and shall be integrated into the design of the building.	Not Applicable: The proposed façade modifications would not result in any projections extending beyond the 45-degree building profile.
E.3.4.3.03	Standard	Vertical building projections like parapets and balcony railings shall not extend 4 feet beyond the 45-degree building profile and shall be integrated into the design of the building.	Not Applicable: No changes are proposed to the existing building parapet. Existing parapet design is integrated with the building.
E.3.4.3.04	Standard	Rooftop elements that may need to extend beyond the 45-degree building profile due to their function, such as stair and elevator towers, shall be integrated into the design of the building.	Not Applicable: No stair or elevator towers are proposed.
E.3.4.4 Upper Story Façade Length			
E.3.4.4.01	Standard	Building stories above the 38-foot façade height shall have a maximum allowable façade length of 175 feet along a public right-of-way or public open space.	Not Applicable: Existing building façade is 28'-1", which is well below the 38-foot building façade height.

E.3.5 Ground Floor Treatment, Entry and Commercial Frontage			
Ground Floor Treatment			
E.3.5.01	Standard	The retail or commercial ground floor shall be a minimum 15-foot floor-to-floor height to allow natural light into the space.	Not Applicable: Existing building is not designed to accommodate a 15-foot ground floor height. The proposed second finished floor would be at 9'-6", which is substantially the same height as the existing second floor.
E.3.5.02	Standard	Ground floor commercial buildings shall have a minimum of 50% transparency (i.e., clear-glass windows) for retail uses, office uses and lobbies to enhance the visual experience from the sidewalk and street. Heavily tinted or mirrored glass shall not be permitted.	Not Applicable: The proposed project would retain a substantial portion of the front façade wall, therefore ground floor transparency requirements would not be triggered. New windows and glass doors would be installed, and the amount of transparent area would be substantially the same as existing.
E.3.5.03	Guideline	Buildings should orient ground-floor retail uses, entries and direct-access residential units to the street.	Complies: Main entry is oriented towards El Camino Real.
E.3.5.04	Guideline	Buildings should activate the street by providing visually interesting and active uses, such as retail and personal service uses, in ground floors that face the street. If office and residential uses are provided, they should be enhanced with landscaping and interesting building design and materials.	Complies: Main entry and windows along El Camino Real façade would provide visual interest.
E.3.5.05	Guideline	For buildings where ground floor retail, commercial or residential uses are not desired or viable, other project-related uses, such as a community room, fitness center, daycare facility or sales center, should be located at the ground floor to activate the street.	Not Applicable: Proposed project includes a restaurant use on the ground floor.
E.3.5.06	Guideline	Blank walls at ground floor are discouraged and should be minimized. When unavoidable, continuous lengths of blank wall at the street should use other appropriate measures such as landscaping or artistic intervention, such as murals.	Complies: Proposed El Camino Real façade would incorporate material and color changes in conjunction with a large windows and prominent doorway, and would not have any blank walls.
E.3.5.07	Guideline	Residential units located at ground level should have their floors elevated a minimum of 2 feet to a maximum of 4 feet above the finished grade sidewalk for better transition and privacy, provided that accessibility codes are met.	Not Applicable: No residential uses are proposed.
E.3.5.08	Guideline	Architectural projections like canopies and awnings should be integrated with the ground floor and overall building design to break up building mass, to add visual interest to the building and provide shelter and shade.	Complies: Proposed metal canopy would be integrated with the ground floor and overall building design.

Building Entries			
E.3.5.09	Standard	Building entries shall be oriented to a public street or other public space. For larger residential buildings with shared entries, the main entry shall be through prominent entry lobbies or central courtyards facing the street. From the street, these entries and courtyards provide additional visual interest, orientation and a sense of invitation.	Complies: Main entry is oriented towards El Camino Real.
E.3.5.10	Guideline	Entries should be prominent and visually distinctive from the rest of the façade with creative use of scale, materials, glazing, projecting or recessed forms, architectural details, color, and/or awnings.	Complies: Main entry is accented with a different wall color and decorative light fixtures.
E.3.5.11	Guideline	Multiple entries at street level are encouraged where appropriate.	Complies: All tenant spaces in the building have individual entries at the street level.
E.3.5.12	Guideline	Ground floor residential units are encouraged to have their entrance from the street.	Not Applicable: No residential uses are proposed.
E.3.5.13	Guideline	Stoops and entry steps from the street are encouraged for individual unit entries when compliant with applicable accessibility codes. Stoops associated with landscaping create inviting, usable and visually attractive transitions from private spaces to the street.	Not Applicable: No residential uses are proposed.
E.3.5.14	Guideline	Building entries are allowed to be recessed from the primary building façade.	Complies: The main entry is recessed approximately 3.7 feet from the primary building façade.
Commercial Frontage			
E.3.5.15	Standard	Commercial windows/storefronts shall be recessed from the primary building façade a minimum of 6 inches	Complies: Proposed new windows on front façade would be recessed 6 inches from the primary building façade, see sheet PD2.1.
E.3.5.16	Standard	Retail frontage, whether ground floor or upper floor, shall have a minimum 50% of the façade area transparent with clear vision glass, not heavily tinted or highly mirrored glass.	Not Applicable: The proposed project would retain a substantial portion of the front façade wall, therefore ground floor transparency requirements would not be triggered. New windows and glass doors would be installed, and the amount of transparent area would be substantially the same as existing.
E.3.5.17	Guideline	Storefront design should be consistent with the building's overall design and contribute to establishing a well-defined ground floor for the façade along streets.	Complies: Proposed storefront design is consistent with the building's overall design, and includes large windows, steel canopy, and decorative lighting that would emphasize the ground floor and main entry.
E.3.5.18	Guideline	The distinction between individual storefronts, entire building façades and adjacent properties should be maintained.	Complies: Proposed storefront design is differentiated from the storefronts of adjacent tenant spaces.
E.3.5.19	Guideline	Storefront elements such as windows, entrances and signage should provide clarity and lend interest to the façade.	Complies: Proposed storefront design is cohesive and incorporates visually interesting architectural elements.
E.3.5.20	Guideline	Individual storefronts should have clearly defined bays. These bays should be no greater than 20 feet in length. Architectural elements, such as piers, recesses and projections help articulate bays.	Complies: Existing bays of less than 20 feet in length would be largely maintained and reinforced with decorative cedar slat paneling at the bays.

E.3.5.21	Guideline	All individual retail uses should have direct access from the public sidewalk. For larger retail tenants, entries should occur at lengths at a maximum at every 50 feet, consistent with the typical lot size in downtown.	Complies: All tenant spaces in the building have individual entries at the street level. Proposed entry for the subject tenant space would be at the same location as existing, and a new exit door is proposed, and both doors would have direct access to/from the public sidewalk. Door-to-door distances for the building would be less than 50 feet apart.
E.3.5.22	Guideline	Recessed doorways for retail uses should be a minimum of two feet in depth. Recessed doorways provide cover or shade, help identify the location of store entrances, provide a clear area for out-swinging doors and offer the opportunity for interesting paving patterns, signage and displays.	Complies: The main entry is recessed approximately 3.7 feet from the primary building façade.
E.3.5.23	Guideline	Storefronts should remain un-shuttered at night and provide clear views of interior spaces lit from within. If storefronts must be shuttered for security reasons, the shutters should be located on the inside of the store windows and allow for maximum visibility of the interior.	Complies: Shutters are not proposed at storefront windows.
E.3.5.24	Guideline	Storefronts should not be completely obscured with display cases that prevent customers and pedestrians from seeing inside.	Complies: Storefront windows would look into the proposed bar and dining areas.
E.3.5.25	Guideline	Signage should not be attached to storefront windows.	Tentatively Complies: No signage is proposed attached to the storefront windows. Any new signs would need to be reviewed under a separate permit.
E.3.6 Open Space			
E.3.6.01	Standard	Residential developments or Mixed Use developments with residential use shall have a minimum of 100 square feet of open space per unit created as common open space or a minimum of 80 square feet of open space per unit created as private open space, where private open space shall have a minimum dimension of 6 feet by 6 feet. In case of a mix of private and common open space, such common open space shall be provided at a ratio equal to 1.25 square feet for each one square foot of private open space that is not provided.	Not Applicable: No residential uses are proposed.
E.3.6.02	Standard	Residential open space (whether in common or private areas) and accessible open space above parking podiums up to 16 feet high shall count towards the minimum open space requirement for the development.	Not Applicable: No residential uses are proposed.
E.3.6.03	Guideline	Private and/or common open spaces are encouraged in all developments as part of building modulation and articulation to enhance building façade.	Not Applicable: The existing site is already built out, with the existing building extending up to the property lines. No open space is currently provided on the site.

E.3.6.04	Guideline	Private development should provide accessible and usable common open space for building occupants and/or the general public.	Not Applicable: The existing site is already built out, with the existing building extending up to the property lines. No open space is currently provided on the site.
E.3.6.05	Guideline	For residential developments, private open space should be designed as an extension of the indoor living area, providing an area that is usable and has some degree of privacy.	Not Applicable: No residential uses are proposed.
E.3.6.06	Guideline	Landscaping in setback areas should define and enhance pedestrian and open space areas. It should provide visual interest to streets and sidewalks, particularly where building façades are long.	Not Applicable: The existing site is already built out, with the existing building extending up to the property lines.
E.3.6.07	Guideline	Landscaping of private open spaces should be attractive, durable and drought-resistant.	Not Applicable: The existing site is already built out, with the existing building extending up to the property lines. No open space is currently provided on the site.
E.3.7 Parking, Service and Utilities			
General Parking and Service Access			
E.3.7.01	Guideline	The location, number and width of parking and service entrances should be limited to minimize breaks in building design, sidewalk curb cuts and potential conflicts with streetscape elements.	Complies: Service entrance is at the rear of the building and is accessible only through a service alley, and would not interfere with the building design or other streetscape elements.
E.3.7.02	Guideline	In order to minimize curb cuts, shared entrances for both retail and residential use are encouraged. In shared entrance conditions, secure access for residential parking should be provided.	Not Applicable: No residential uses are proposed.
E.3.7.03	Guideline	When feasible, service access and loading docks should be located on secondary streets or alleys and to the rear of the building.	Complies: Johnson Lane to the rear of the site currently provides service access to the site.
E.3.7.04	Guideline	The size and pattern of loading dock entrances and doors should be integrated with the overall building design.	Not Applicable: No loading docks are proposed.
E.3.7.05	Guideline	Loading docks should be screened from public ways and adjacent properties to the greatest extent possible. In particular, buildings that directly adjoin residential properties should limit the potential for loading-related impacts, such as noise. Where possible, loading docks should be internal to the building envelope and equipped with closable doors. For all locations, loading areas should be kept clean.	Not Applicable: No loading docks are proposed.
E.3.7.06	Guideline	Surface parking should be visually attractive, address security and safety concerns, retain existing mature trees and incorporate canopy trees for shade. See Section D.5 for more compete guidelines regarding landscaping in parking areas.	Not Applicable: Existing surface parking will not be substantially modified.
Utilities			
E.3.7.07	Guideline	All utilities in conjunction with new residential and commercial development should be placed underground.	Not Applicable: Proposed project is a remodel for a new tenant, and would not result in redevelopment of the site.

E.3.7.08	Guideline	Above ground meters, boxes and other utility equipment should be screened from public view through use of landscaping or by integrating into the overall building design.	Complies: All utility meters are currently located at the rear of the building or undergrounded in the public sidewalk.
Parking Garages			
E.3.7.09	Standard	To promote the use of bicycles, secure bicycle parking shall be provided at the street level of public parking garages. Bicycle parking is also discussed in more detail in Section F.5 "Bicycle Storage Standards and Guidelines."	Not Applicable: No parking garages are proposed.
E.3.7.10	Guideline	Parking garages on downtown parking plazas should avoid monolithic massing by employing change in façade rhythm, materials and/or color.	Not Applicable: No parking garages are proposed.
E.3.7.11	Guideline	To minimize or eliminate their visibility and impact from the street and other significant public spaces, parking garages should be underground, wrapped by other uses (i.e. parking podium within a development) and/or screened from view through architectural and/or landscape treatment.	Not Applicable: No parking garages are proposed.
E.3.7.12	Guideline	Whether free-standing or incorporated into overall building design, garage façades should be designed with a modulated system of vertical openings and pilasters, with design attention to an overall building façade that fits comfortably and compatibly into the pattern, articulation, scale and massing of surrounding building character.	Not Applicable: No parking garages are proposed.
E.3.7.13	Guideline	Shared parking is encouraged where feasible to minimize space needs, and it is effectively codified through the plan's off-street parking standards and allowance for shared parking studies.	Complies: The site is in the Downtown Shared/Unbundled Parking Area where a portion of the parking demand generated by the site is being accommodated by shared public parking lots in downtown. A private parking lot at the corner of Menlo Avenue and Johnson Lane to the rear of the site accommodates the remaining portion of the site's parking demand.
E.3.7.14	Guideline	A parking garage roof should be approached as a usable surface and an opportunity for sustainable strategies, such as installment of a green roof, solar panels or other measures that minimize the heat island effect.	Not Applicable: No parking garages are proposed.

E.3.8 Sustainable Practices			
Overall Standards			
E.3.8.01	Standard	Unless the Specific Plan area is explicitly exempted, all citywide sustainability codes or requirements shall apply.	Acknowledged.
Overall Guidelines			
E.3.8.02	Guideline	Because green building standards are constantly evolving, the requirements in this section should be reviewed and updated on a regular basis of at least every two years.	Acknowledged.
Leadership in Energy and Environmental Design (LEED) Standards			

E.3.8.03	Standard	Development shall achieve LEED certification, at Silver level or higher, or a LEED Silver equivalent standard for the project types listed below. For LEED certification, the applicable standards include LEED New Construction; LEED Core and Shell; LEED New Homes; LEED Schools; and LEED Commercial Interiors. Attainment shall be achieved through LEED certification or through a City-approved outside auditor for those projects pursing a LEED equivalent standard. The requirements, process and applicable fees for an outside auditor program shall be established by the City and shall be reviewed and updated on a regular basis. LEED certification or equivalent standard, at a Silver lever or higher, shall be required for: • Newly constructed residential buildings of Group R (single-family, duplex and multi-family); • Newly constructed commercial buildings of Group B (occupancies including among others office, professional and service type transactions) and Group M (occupancies including among others display or sale of merchandise such as department stores, retail stores, wholesale stores, markets and sales rooms) that are 5,000 gross square feet or more; • New first-time build-outs of commercial interiors that are 20,000 gross square feet or more in buildings of Group B and M occupancies; and • Major alterations that are 20,000 gross square feet or more in existing buildings of Group B, M and R occupancies, where interior finishes are removed and significant upgrades to structural and mechanical, electrical and/or plumbing systems are proposed. All residential and/or mixed use developments of sufficient size to require LEED certification or equivalent standard under the Specific Plan shall install one dedicated electric vehicle/plug-in hybrid electric vehicle recharging station for every 20 residential parking spaces provided. Per the Climate Action Plan the complying applicant could receive incentives, such as streamlined permit processing, fee discounts, or design templates.	Not Applicable: The proposed project includes renovation of an existing 5,380 square foot tenant space, and would not trigger the need for LEED certification.

Leadership in Energy and Environmental Design (LEED) Guidelines			
E.3.8.04	Guideline	The development of larger projects allows for more comprehensive sustainability planning and design, such as efficiency in water use, stormwater management, renewable energy sources and carbon reduction features. A larger development project is defined as one with two or more buildings on a lot one acre or larger in size. Such development projects should have sustainability requirements and GHG reduction targets that address neighborhood planning, in addition to the sustainability requirements for individual buildings (See Standard E.3.8.03 above). These should include being certified or equivalently verified at a LEED-ND (neighborhood development), Silver level or higher, and mandating a phased reduction of GHG emissions over a period of time as prescribed in the 2030 Challenge. The sustainable guidelines listed below are also relevant to the project area. They relate to but do not replace LEED certification or equivalent standard rating requirements.	Not Applicable: The proposed project includes renovation of an existing 5,380 square foot tenant space, and would not trigger the need for LEED-ND certification.
Building Design Guidelines			
E.3.8.05	Guideline	Buildings should incorporate narrow floor plates to allow natural light deeper into the interior.	Complies: Existing floor plates for tenant spaces in this building are fairly narrow.
E.3.8.06	Guideline	Buildings should reduce use of daytime artificial lighting through design elements, such as bigger wall openings, light shelves, clerestory lighting, skylights, and translucent wall materials.	Complies: Existing skylights proposed to remain provide natural light and help reduce use of daytime artificial lighting.
E.3.8.07	Guideline	Buildings should allow for flexibility to regulate the amount of direct sunlight into the interiors. Louvered wall openings or shading devices like *bris soleils* help control solar gain and check overheating. *Bris soleils*, which are permanent sun-shading elements, extend from the sun-facing façade of a building, in the form of horizontal or vertical projections depending on sun orientation, to cut out the sun's direct rays, help protect windows from excessive solar light and heat and reduce glare within.	Complies: The proposed 4-foot deep canopy on the front elevation would regulate the exposure of direct sunlight into the interiors.
E.3.8.08	Guideline	Where appropriate, buildings should incorporate arcades, trellis and appropriate tree planting to screen and mitigate south and west sun exposure during summer. This guideline would not apply to downtown, the station area and the west side of El Camino Real where buildings have a narrower setback and street trees provide shade.	Not Applicable: Subject site is located on the west side of El Camino Real, where there is limited opportunity to incorporate arcades, trellis, and plantings.

E.3.8.09	Guideline	Operable windows are encouraged in new buildings for natural ventilation.	Not Applicable: Operable windows facing El Camino Real would not be compatible with the proposed restaurant use, and would effectively be infeasible to implement.
E.3.8.10	Guideline	To maximize use of solar energy, buildings should consider integrating photovoltaic panels on roofs.	Not Applicable: No photovoltaic panels are proposed. The relatively small sizes of individual tenant spaces at this building render it unlikely for photovoltaic panels to be installed. The skylights and rooftop mechanical equipment serving the subject tenant space limit the ability to install photovoltaic panels.
E.3.8.11	Guideline	Inclusion of recycling centers in kitchen facilities of commercial and residential buildings shall be encouraged. The minimum size of recycling centers in commercial buildings should be 20 cubic feet (48 inches wide x 30 inches deep x 24 inches high) to provide for garbage and recyclable materials.	Complies: Existing trash enclosure can accommodate garbage and recycling bins.
Stormwater and Wastewater Management Guidelines			
E.3.8.12	Guideline	Buildings should incorporate intensive or extensive green roofs in their design. Green roofs harvest rain water that can be recycled for plant irrigation or for some domestic uses. Green roofs are also effective in cutting-back on the cooling load of the air-conditioning system of the building and reducing the heat island effect from the roof surface.	Not Applicable: The existing building was constructed in 1946, and would require significant modifications in order to accommodate green roofs.
E.3.8.13	Guideline	Projects should use porous material on driveways and parking lots to minimize stormwater run-off from paved surfaces.	Not Applicable: No changes to paved and impervious surfaces are proposed.
Landscaping Guidelines			
E.3.8.14	Guideline	Planting plans should support passive heating and cooling of buildings and outdoor spaces.	Not Applicable: The existing site is already built out, with the existing building extending up to the property lines. No landscaping is provided on the site.
E.3.8.15	Guideline	Regional native and drought resistant plant species are encouraged as planting material.	Not Applicable: The existing site is already built out, with the existing building extending up to the property lines. No landscaping is provided on the site.
E.3.8.16	Guideline	Provision of efficient irrigation system is recommended, consistent with the City's Municipal Code Chapter 12.44 "Water-Efficient Landscaping".	Not Applicable: The existing site is already built out, with the existing building extending up to the property lines. No landscaping is provided on the site.
Lighting Standards			
E.3.8.17	Standard	Exterior lighting fixtures shall use fixtures with low cut-off angles, appropriately positioned, to minimize glare into dwelling units and light pollution into the night sky.	Tentatively Complies: Proposed light fixtures as shown on sheet PD3.0 appear to have low cut-off angles. Due to the distance between proposed outdoor lighting and the nearest residential use, outdoor lighting is not likely to result in glare to nearby dwelling units. Exact light fixture design would be reviewed as part of the building permit application.

E.3.8.18	Standard	Lighting in parking garages shall be screened and controlled so as not to disturb surrounding properties, but shall ensure adequate public security.	Not Applicable: No parking garages are proposed.
Lighting Guidelines			
E.3.8.19	Guideline	Energy-efficient and color-balanced outdoor lighting, at the lowest lighting levels possible, are encouraged to provide for safe pedestrian and auto circulation.	Tentatively Complies: According to the applicant, the project would use energy-efficient and color-balanced outdoor lighting.
E.3.8.20	Guideline	Improvements should use ENERGY STAR-qualified fixtures to reduce a building's energy consumption.	Tentatively Complies: According to the applicant, the project would use ENERGY STAR fixtures to the greatest extent possible.
E.3.8.21	Guideline	Installation of high-efficiency lighting systems with advanced lighting control, including motion sensors tied to dimmable lighting controls or lighting controlled by timers set to turn off at the earliest practicable hour, are recommended.	Tentatively Complies: According to the applicant, the project would use high-efficiency lighting with dimmable controls and motion sensors to the greatest extent possible.
Green Building Material Guidelines			
E.3.8.22	Guideline	The reuse and recycle of construction and demolition materials is recommended. The use of demolition materials as a base course for a parking lot keeps materials out of landfills and reduces costs.	Tentatively Complies: According to the applicant, the project will strive to use construction demolition materials, where feasible.
E.3.8.23	Guideline	The use of products with identifiable recycled content, including post-industrial content with a preference for post-consumer content, are encouraged.	Tentatively Complies: According to the applicant, the project will strive to use materials with recycled content.
E.3.8.24	Guideline	Building materials, components, and systems found locally or regionally should be used, thereby saving energy and resources in transportation.	Tentatively Complies: According to the applicant, the project will strive to use locally-sourced materials.
E.3.8.25	Guideline	A design with adequate space to facilitate recycling collection and to incorporate a solid waste management program, preventing waste generation, is recommended.	Complies: Existing trash enclosure can accommodate garbage and recycling bins.
E.3.8.26	Guideline	The use of material from renewable sources is encouraged.	Tentatively Complies: According to the applicant, the project will strive to use materials from renewable resources.

1029 El Camino Real Project Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
AIR QUALITY				
IMPACT BEING ADDRESSED: Impact AIR-1: Implementation of the Specific Plan would result in increased long-term emissions of criteria pollutants associated with construction activities that could contribute substantially to an air quality violation. (Significant)				
Mitigation Measure AIR-1a: During construction of individual projects under the Specific Plan, project applicants shall require the construction contractor(s) to implement the following measures required as part of Bay Area Air Quality Management District's (BAAQMD) basic dust control procedures required for construction sites. For projects for which construction emissions exceed one or more of the applicable BAAQMD thresholds, additional measures shall be required as indicated in the list following the Basic Controls.		Measures shown on plans, construction documents and on-going during demolition, excavation and construction.	Project sponsor(s) and contractor(s)	PW/CDD
Basic Controls that Apply to All Construction Sites				
1. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.	Exposed surfaces shall be watered twice daily.			
2. All haul trucks transporting soil, sand, or other loose material off-site shall be covered.	Trucks carrying demolition debris shall be covered.			
3. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.	Dirt carried from construction areas shall be cleaned daily.			
4. All vehicle speeds on unpaved roads shall be limited to 15 mph.	Speed limit on unpaved roads shall be 15 mph.			
5. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.	Roadways, driveways, sidewalks and building pads shall be laid as soon as possible after grading.			
6. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.	Idling times shall be minimized to 5 minutes or less; Signage posted at all access points.			
7. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.	Construction equipment shall be properly tuned and maintained.			

FZ

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
8. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations.	Signage will be posted with the appropriate contact information regarding dust complaints.			
BIOLOGICAL RESOURCES				
Impact BIO-3: Impacts to migratory or breeding special-status birds and other special-status species due to lighting conditions. (Potentially Significant)				
Mitigation Measure BIO-3a: Reduce building lighting from exterior sources. a. Minimize amount and visual impact of perimeter lighting and façade up-lighting and avoid uplighting of rooftop antennae and other tall equipment, as well as of any decorative features; b. Installing motion-sensor lighting, or lighting controlled by timers set to turn off at the earliest practicable hour; c. Utilize minimum wattage fixtures to achieve required lighting levels; d. Comply with federal aviation safety regulations for large buildings by installing minimum intensity white strobe lighting with a three-second flash interval instead of continuous flood lighting, rotating lights, or red lighting e. Use cutoff shields on streetlight and external lights to prevent upwards lighting.	Reduce building lighting from exterior sources.	Prior to building permit issuance and ongoing.	Project sponsor(s) and contractor(s)	CDD
Mitigation Measure BIO-3b: Reduce building lighting from interior sources. a. Dim lights in lobbies, perimeter circulation areas, and atria; b. Turn off all unnecessary lighting by 11pm thorough sunrise, especially during peak migration periods (mid-March to early June and late August through late October); c. Use gradual or staggered switching to progressively turn on building lights at sunrise. d. Utilize automatic controls (motion sensors, photo sensors, etc.) to shut off lights in the evening when no one is present; e. Encourage the use of localized task lighting to reduce the need for more extensive overhead lighting; f. Schedule nightly maintenance to conclude by 11 p.m.; g. Educate building users about the dangers of night lighting to birds.	Reduce building lighting from interior sources.	Prior to building permit issuance and ongoing.	Project sponsor(s) and contractor(s)	CDD

(F2)

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
CULTURAL RESOURCES				
Impact CUL-1: The proposed Specific Plan could have a significant impact on historic architectural resources. (Potentially Significant)				
Mitigation Measure CUL-1: Site Specific Evaluations and Treatment in Accordance with the Secretary of the Interior's Standards: ***Site-Specific Evaluations:*** In order to adequately address the level of potential impacts for an individual project and thereby design appropriate mitigation measures, the City shall require project sponsors to complete site-specific evaluations at the time that individual projects are proposed at or adjacent to buildings that are at least 50 years old. The project sponsor shall be required to complete a site-specific historic resources study performed by a qualified architectural historian meeting the Secretary of the Interior's Standards for Architecture or Architectural History. At a minimum, the evaluation shall consist of a records search, an intensive-level pedestrian field survey, an evaluation of significance using standard National Register Historic Preservation and California Register Historic Preservation evaluation criteria, and recordation of all identified historic buildings and structures on California Department of Parks and Recreation 523 Site Record forms. The evaluation shall describe the historic context and setting, methods used in the investigation, results of the evaluation, and recommendations for management of identified resources. If federal or state funds are involved, certain agencies, such as the Federal Highway Administration and California Department of Transportation (Caltrans), have specific requirements for inventory areas and documentation format. ***Treatment in Accordance with the Secretary of the Interior's Standards.*** Any future proposed project in the Plan Area that would affect previously recorded historic resources, or those identified as a result of site-specific surveys and evaluations, shall conform to the Secretary of the Interior's Standards for the Treatment of Historic Properties and Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings (1995). The Standards require the preservation of character defining features which convey a building's historical significance, and offers guidance about appropriate and compatible alterations to such structures.	A qualified architectural historian shall complete a site-specific historic resources study. For structures found to be historic, specify treating conforming to Secretary of the Interior's standards, as applicable.	Simultaneously with a project application submittal.	Qualified architectural historian retained by the Project sponsor(s).	CDD **STATUS:** **COMPLETE:** The historic resource evaluation from Historic Preservation Services, dated October 2015, concludes that the existing commercial building at the subject property is not a historic resource, and the project will not have an adverse effect on a historic resource, as the property is not eligible for the California Register of Historical Resources. Therefore, the project is not required under CEQA to comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties and Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings.

F3

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
HAZARDOUS MATERIALS				
Impact HAZ-3: Hazardous materials used on any individual site during construction activities (i.e., fuels, lubricants, solvents) could be released to the environment through improper handling or storage. (Potentially Significant)				
Mitigation Measure HAZ-3: All development and redevelopment shall require the use of construction Best Management Practices (BMPs) to control handling of hazardous materials during construction to minimize the potential negative effects from accidental release to groundwater and soils. For projects that disturb less than one acre, a list of BMPs to be implemented shall be part of building specifications and approved of by the City Building Department prior to issuance of a building permit.	Implement best management practices to reduce the release of hazardous materials during construction.	Prior to building permit issuance for sites disturbing less than one acre and on-going during construction for all project sites	Project sponsor(s) and contractor(s)	CDD
NOISE				
Impact NOI-1: Construction activities associated with implementation of the Specific Plan would result in substantial temporary or periodic increases in ambient noise levels in the Specific Plan area above levels existing without the Specific Plan and in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies. (Potentially Significant)				
Mitigation Measure NOI-1a: Construction contractors for subsequent development projects within the Specific Plan area shall utilize the best available noise control techniques (e.g., improved mufflers, equipment redesign, use of intake silencers, ducts, engine enclosures, and acoustically attenuating shields or shrouds, etc.) when within 400 feet of sensitive receptor locations. Prior to demolition, grading or building permit issuance, a construction noise control plan that identifies the best available noise control techniques to be implemented, shall be prepared by the construction contractor and submitted to the City for review and approval. The plan shall include, but not be limited to, the following noise control elements: * Impact tools (e.g., jack hammers, pavement breakers, and rock drills) used for construction shall be hydraulically or electrically powered wherever possible to avoid noise associated with compressed air exhaust from pneumatically powered tools. However, where use of pneumatic tools is unavoidable, an exhaust muffler on the compressed air exhaust shall be used; this muffler shall achieve lower noise levels from the exhaust by approximately 10 dBA. External jackets on the tools themselves shall be used where feasible in order to achieve a reduction of 5 dBA. Quieter procedures shall be used, such as drills rather than impact equipment, whenever feasible; * Stationary noise sources shall be located as far from adjacent receptors as possible and they shall be muffled and enclosed within temporary sheds, incorporate	A construction noise control plan shall be prepared and submitted to the City for review. Implement noise control techniques to reduce ambient noise levels.	Prior to demolition, grading or building permit issuance Measures shown on plans, construction documents and specification and ongoing through construction	Project sponsor(s) and contractor(s) Project sponsor(s) and contractor(s)	CDD CDD

F4

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
insulation barriers, or other measures to the extent feasible; and * When construction occurs near residents, affected parties within 400 feet of the construction area shall be notified of the construction schedule prior to demolition, grading or building permit issuance. Notices sent to residents shall include a project hotline where residents would be able to call and issue complaints. A Project Construction Complaint and Enforcement Manager shall be designated to receive complaints and notify the appropriate City staff of such complaints. Signs shall be posted at the construction site that include permitted construction days and hours, a day and evening contact number for the job site, and day and evening contact numbers, both for the construction contractor and City representative(s), in the event of problems.				

F5

STAFF REPORT

Planning Commission
Meeting Date: **2/8/2016**
Staff Report Number: **16-008-PC**

Public Hearing: **Use Permit/Andrea Henry/605 Cotton Street**

Recommendation

Staff recommends that the Planning Commission approve a use permit to demolish an existing single-story, single-family residence and build a two-story, single-family residence with a basement on a substandard lot with regard to width in the R-1-S (Single Family Suburban) zoning district at 605 Cotton Street. In addition, one heritage fruitless mulberry tree (16.2-inches in diameter), in poor condition, at the 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

Site location

The subject property is located along the south side of Cotton Street, between Santa Cruz Avenue and Middle Avenue in the West Menlo neighborhood. A location map is included as Attachment B. The subject property is surrounded by two-story, single-family residences, but single-story, single-family residences can also be found along Cotton Street and throughout the neighborhood. Older residences in the neighborhood are generally one story in height, while newer residences are typically two stories in height. Single-story residences in the area tend to have a ranch architectural style, while two-story homes have a variety of styles including contemporary, Mediterranean, and traditional. All contiguous parcels on the south side of Cotton Street are also zoned R-1-S, while the larger parcels on the north side of Cotton Street are located in the R-E (Residential Estate) zoning district. Residences within the R-1-S zoning district on Cotton Street mainly have attached garages, while the R-E-zoned properties tend to have detached garages.

Analysis

Project description

The subject site is currently occupied by a single-story residence with an attached two-car garage that is nonconforming with regard to the side setbacks. The applicant is proposing to remove the existing residence to construct a new two-story, single-family residence with a basement and an attached two-car garage. A data table summarizing parcel and project attributes is included as Attachment C. The project

plans and the applicant's project description letter are included as Attachments D and E, respectively.

The proposed residence would be a five-bedroom home with four full bathrooms and two half-bathrooms. The first story living space would feature an office, kitchen, combined dining and family room space, two half-bathrooms and a two-car garage. At the rear left of the residence, a sliding glass wall system would open from the family and dining room onto a large outdoor covered patio with an outdoor kitchen. The second story would contain four bedrooms and three bathrooms. The master suite at the rear of the second story would feature a balcony that would be located more than 20 feet from the side property lines and more than 30 feet from the rear property line, as required by the Zoning Ordinance. The basement would have one bedroom and bathroom, a recreation room, a gym area, and storage and mechanical spaces. On the right side of the recreation room, the basement would extend beyond the footprint of the main structure above to create a skylight and bring natural light into the space. The portion of the basement that is not located under the structure above would count as additional floor area toward the overall proposal.

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 applicant states that the proposed residence would be constructed in a Northern California modern style. The primary cladding material of the residence would be painted stucco with a fine sand finish. Wood panel accents would be located above or between certain windows and doors. Rectilinear stone would be used for cladding on the front steps and landing, as well as the fireplace at the rear of the structure. The front door would be wood, stained to match the other wood accents on the building exterior, while the garage door would be aluminum and glass. The proposed roof would be a shed roof, sloping upward from the front of the structure to the rear of the structure, and would be clad in standing-seam metal.

The proposed windows would be framed by bronze-colored anodized aluminum. Second-story windows along both side elevations are proposed to have sill heights of at least three feet, six inches to promote privacy for the neighboring homes. At the middle-right of the residence, a wall of windows, approximately 13 feet across, would face the rear yard and extend from the second story stairwell to one of the basement lightwells below. The windows would be located more than 90 feet away from the rear property line, and views would be partially obscured by the large covered patio on the first floor, as well as by trees and screening plants along the rear property line. The windows would not directly face either side property line. However, the left side property could be affected by light from the stairwell window, which could warrant a condition to add new landscaping, as noted in a following section. In addition, the use of the space as a stairwell would mean privacy impacts would potentially be limited, given the short amounts of time that the space would typically be in use.

During preliminary reviews of the project, staff indicated two primary concerns with the proposed design, based on responses by the Planning Commission to past projects. First, the location of the garage in front of the main living space and front porch of the proposed structure, as well as the use of a single garage

door, would increase its prominence as viewed from the street. The applicant indicated a preference to retain the proposed configuration with a single garage door. Additionally, staff expressed concern regarding the right-side elevation of the proposal, which offers no second-story setback and limited articulation to break up the massing of the wall. The applicant indicated a preference to retain the proposed design for the right-side elevation, stating that the mix of stucco, glass, bronze window frames, wood planking, and the metal railing around the lightwell offer some differentiation of materials, while keeping with the overall goal of architectural simplicity for the residence. Staff does also acknowledge that the right-side wall would be set back 15 feet from the side property line, where 10 feet is required, which could also limit the perception of mass. The applicant prepared two renderings of the proposed residence to provide the Commission with a better understanding of the overall design. Staff believes that the scale, materials, and style of the proposed residence are consistent with the broader neighborhood, given the diversity in architectural styles and designs of residences on similar-sized lots in the neighborhood.

Trees and landscaping

At present, there are twenty-three trees on or in close proximity to the project site, two of which are heritage trees on the subject property. Eight of the trees are located on the adjacent lot to the right. As part of the proposal, a 16.2-inch-diameter fruitless mulberry heritage tree would be removed from the left side of the lot due to poor form and decay in the trunk. The City Arborist has tentatively approved the heritage tree removal, pending Planning Commission approval of the project. A Grecian laurel heritage replacement tree is proposed in the right-side rear yard, which would help to further screen the master bedroom balcony from adjacent properties. With the removal of non-heritage trees along the sides of the proposed residence, additional screening trees could be proposed to help promote privacy and limit light in the vicinity of the stairwell windows on the left side of the residence, and to screen the mass of the proposed right-side wall of the residence. The Planning Commission may wish to consider adding a condition to this effect, requiring an enhanced landscape plan with the building permit submittal, subject to staff review and approval. 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 remaining heritage tree on the subject site. Standard heritage tree protection measures will be ensured through recommended condition 3g.

Correspondence

The applicant indicates that outreach was performed by contacting six households in the vicinity regarding the proposed project, and the proposal was met with general support. Three letters were submitted with the application, all of which express support for the proposed project (Attachment G).

Conclusion

Staff believes that the scale and materials of the proposed residence are compatible with the greater neighborhood. Although the main architectural styles represented in the neighborhood are ranch and traditional variations, there are other examples of modern and contemporary architecture found in the vicinity. 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. Neighbors were contacted regarding the proposal, and three submitted

letters of support for the proposal. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

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

Public Notice

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

Appeal Period

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

Attachments

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

LOCATION: 605 Cotton Street	**PROJECT NUMBER:** PLN2015-00084	**APPLICANT:** Andrea Henry	**OWNER:** Andrea and Brian Henry

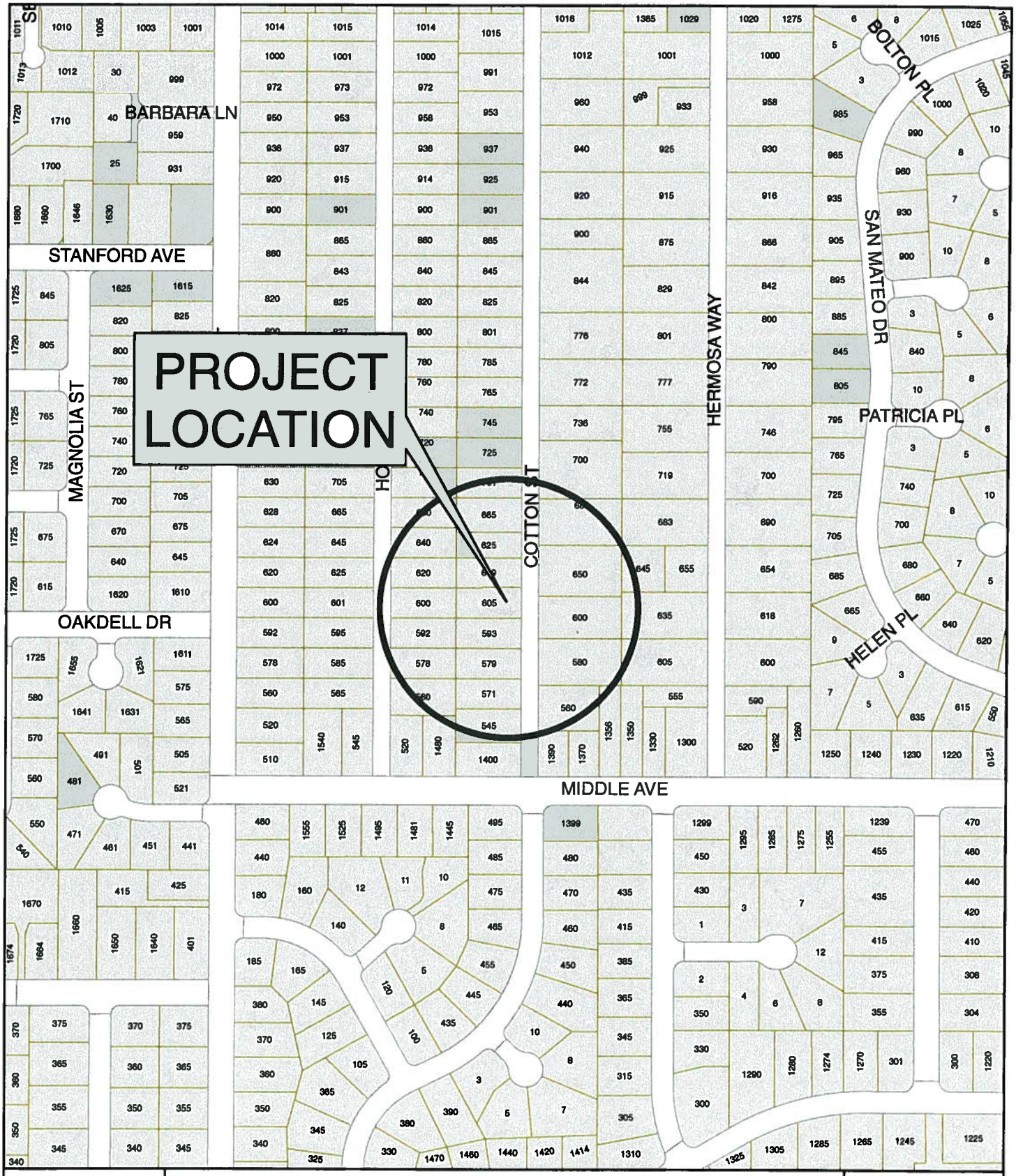
REQUEST: Use Permit/Andrea Henry/605 Cotton Street: Request for a use permit to demolish an existing single-story, single-family residence and build a two-story, single-family residence with a basement on a substandard lot with regard to width in the R-1-S (Single Family Suburban) zoning district. In addition, one heritage fruitless mulberry tree (16.2-inch diameter), in poor condition, at the left side of the property would be removed.

DECISION ENTITY: Planning Commission	**DATE:** February 8, 2016	**ACTION:** TBD

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

ACTION:

1. Make a finding that the project is categorically exempt 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 opq design, consisting of 17 plan sheets, dated received on January 25, 2016, and approved by the Planning Commission on February 8, 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

605 COTTON STREET

DRAWN: TAS CHECKED: THR DATE: 2/8/16 SCALE: 1" = 300' SHEET: 1

B1

605 Cotton Street – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	10,681 sf	10,681 sf	10,000 sf min.
Lot width	70 ft.	70 ft.	80 ft. min.
Lot depth	152.8 ft.	152.8 ft.	100 ft. min.
Setbacks			
Front	20 ft.	38.1 ft.	20 ft. min.
Rear	63.8 ft.	63.8 ft.	20 ft. min.
Side (left)	11 ft.	8.3 ft.	10 ft. min.
Side (right)	14.9 ft.	5.6* ft.	10 ft. min.
Building coverage	2,649.9 sf 24.8 %	2,811.5 sf 26.3 %	3,738.4 sf max. 35 % max.
FAL (Floor Area Limit)	3,717.9 sf	2,525 sf	3,720.3 sf max.
Square footage by floor	1,739.5 sf/1st 1,456.4 sf/2nd 441.8 sf/garage 1,400.4 sf/basement 462.0 sf/porch 6.6 sf/fireplace	1,708 sf/1st 492 sf/garage 286.5 sf/porches 325 sf/accessory	
Square footage of buildings	5,506.7 sf	2,811.5 sf	
Building height	25.3 ft.	19.2 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	2	Non-Heritage trees	21*	New Trees	1
Heritage trees proposed for removal	1	Non-Heritage trees proposed for removal	6	Total Number of Trees	17

*Includes eight trees on adjacent property

GENERAL NOTES

1 CONSTRUCTION: Drawings shall not be scaled for dimensional information. All persons dimensions are to existing finish face of walls unless otherwise noted. Patch, repair and align new work to match existing in material, shape, size, color, etc. unless otherwise noted.

The contractor and all subcontractors shall verify all conditions and dimensions in the field and notify the designer or owner of any discrepancies before proceeding withany work. No changes shall be made to any plan without prior consent of the designer.

All work shall be done in a first-class workmanlike manner by qualified mechanics skilled in their respective trades.

The contractor shall comply with all rules and regulations of city, state and federal regulatory agencies having jurisdiction over the work. The contractor shall obtain building permit, process and complete all controlled inspection reports and secure final sign off.

The contractor shall submit to the designer all fabrication shop drawings. The contractor shall submit to the owner all finish samples, fixture cuts, tec. for review prior to purchase and installation.

The contractor shall remove from the project site all rubbish and waste materials for its or subcontractor's work.

The contractor and all subcontractors shall proceed with environmentally-conscious methods and materials where specified and/or elsewhere where possible.

2 Only work detailed on these plans is approved for construction. Any additional work required not detailed on these plans must be submitted separately as a revision to the project. Revisions may require new plans, permits and additional fees.

3 Permit Expiration & Renewal - Once a permit is issued, an inspection is required within 180 days thereafter or the permit will expire. Additional fees are required to reinstate an expired permit. All expired plans must be revised to comply with current code requirements.

GENERAL CONDITIONS

1 INSURANCE: The contractor shall maintain such insurance as will protect himself and/or the owner from direct, assumed and contingent liability for claims for damage, for personal injuries, including death, and/or damage to property, which may arise from operations under this contract whether such operations be by himself or any subcontractor or anyone directly or indirectly employed by either of them.

The contractor shall also require that each of his subcontractors shall carry proper and adequate policies covering Workmen's and Public Liability as well as all liability assumed under the contract covering the contractor and the owner. Original policies taken out in the name of the subcontractor shall be delivered by the contractor at the time the contract is signed.

2 INDEMNIFICATION: Should any person, persons or property be injured or damaged, including injured resulting or causing death, by the contractor, or by any subcontractor, or by any person or persons employed under them in the course of the performance by them of this agreement or otherwise resulting from any actions or operation under this agreement, whether by negligence or otherwise, said contractor shall alone be liable, responsible and answerable therefore and does hereby agree, to and with the said owner to hold harmless and idemnify the owner and designer from all claims, suits, actions, costs, counsel fees, expenses, damages, adjustments or decrees by reason thereof

3 GUARANTEES: The Contractor shall deliver to the Owner upon completion of all work under this Contract his written guarantee, made out to the Owner, guaranteeing all work under the Contract to be free from faulty materials, improper workmanship and against unusual wear and agreeing to replace or re-execute, without cost to the Owner, any work that is improper or imparfect, and to make good replacements or re-execution, for a period of one(1) year following final payment.

Neither final certificate for payment, nor any provision in the Contract Documents shall relieve the Contractor of responsibility for neglect or faulty materials or workmanship during the period covered by the guarantee.

4 FEES AND PERMITS: It shall be the Contractor's responsibility to pick up and pay for the Building Permit for the Contract Work and for all certificates of inspection and approvals required by the authorities having jurisdiction. The Contractor shall be responsible for the payment of all fees and the performance and coordination of all work in regard to all required controlled and semi-controlled inspections

5 FIELD CONDITIONS: The Contractor shall visit the project site to familiarize themselves with all actual conditions which may affect the Work. The Contractor shall verify all existing conditions and dimensions in the field prior to layout out the Work. Any discrepancies between the Contract Documents and the field conditions shall be immediately reported to the Owner and Designer. Start of work in any area shall mean that the Contractor has verified field conditions and accepts them as conforming to the Contract Documents.

Work shall be performed and all materials used shall comply with applicable city, state and federal rules and regulations.

6 EQUIPMENT AND PARTS: All material used in the execution of the Work shall be factory new, unused and in first class condition. The Contractor shall warranty that he has good and clear title to all materials and supplies used for this project, free from all claims, liens and encumbrances.

All material stores on or off site shall be the property of the Owner at the time of payment of the Owner to the Contractor. The Owner has the right of use to all materials at any moment in time thereafter.

The Contractor shall fabricate, construct and install work in accordance with applicable manufacturer's, trade and industry standards. Finish surfaces shall be neat, square, level, smooth, flush and fitted securely. Joints between fixed items shall be straight, hairline joints. Joints between operating items shall be industry or manufacturer's standards, whichever is more restrictive.

In all cases where a product, device or part is herein referred to in the singular number, it is intended that such reference shall apply to as many such products, devices and parts as are required to complete the Work. Where more than one piece of the same item is required on the project, all shall be by the same manufacturer.

All work shall be performed by mechanics and tradesmen trained and experienced in the installation/application of the particular item being installed/applied. Work shall be performed in a first class manner, in accordance with industry trade practices or manufacturer's installation instructions, whichever is more restrictive. Work determined as not conforming to the Contract Documents shall be altered, repaired or replaced with conforming items, with all associated costs of the above to be borne by the Contractor.

No material or equipment substitutions shall be permitted without written approval. The request shall include catalogcuts, installation instructions, and material samples or any other information required for review.

7 THE WORK: The Work covers all demolition, materials and new construction implied and shown in the Contract documents.

The Designer shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility. The Designer shall not be responsible for the Contractor's schedules or failures to carry out the Work in accordance with the Contract Documents. The Architect shall not have control over or charge of acts or omissions of the Contractor, Subcontractors, or their agents or employees, or of any other persons performing portions of the Work.

8 STANDARDS: General Referenced Standards shall mean the latest editions of such Standards published as of the date of the Project Manual, unless otherwise noted. All work, material, products and equipment shall comply to standards where applicable.

Nationally recognized standards and associates shall be referred to here throughout by their accepted abbreviations.

9 CODES: The Work shall be performed in conformance to the applicable codes. The selection of applicable codes will be determined by Local Code Enforcing Agency.

10 PROTECTION: The Contractor shall provide temporary protection for the duration of the project on a required basis for all materials, equipment, and furnishings belonging to the Owner. The Contractor shall fully protect all existing and new construction, finishes, furnishings and equipment. All temporary protection shall be removed from the site as they become no longer necessary and at the completion of the Work. Temporary protection shall include, but not be limited to, taping of furniture and hardware, protection boards for walls and floors, ceiling hung curtains and dust partitions, building paper, etc., as required to fully protect the site.

11 STORM DRAIN POLLUTION PREVENTION: Protect downslope drainage courses, streams and storm drains with hay bales, temporary drainage, swales, silt fences, berms or storm drain inlet filters. Cover stockpiles and excavated soil with secured tarps or plastic sheeting. For further information contact:

San Mateo Countywide Stormwater Pollution prevention Program
10 Twin Dolphin Drive, Ste. C-200
Redwood City, CA 94065
415-599-1420

12 HERITAGE TREE PROTECTION: It is unlawful to damage or remove a heritage tree with a permit from the Town. All trees must be properly protected in accordance with the Atherton Municipal Code section 8.10.

13 PROCEDURES AT SUBSTANTIAL COMPLETION: The Contractor shall submit executed warranties, workmanship bonds, maintenance agreements, inspection certificates, and similar required documentation. All applicable record documentation, maintenance manuals, tools, spare parts, attic stocks, keys and similar operational items shall be delivered to the Owner. All necessary instructions to Owner shall be turned over, supervised by the Contractor. The Contractor will then verify that the Work is Substantially Complete, as defined in the Contract, and ready for inspection.

14 GENERAL CLOSEOUT REQUIREMENTS: Operator Instruction: The installer of each system requiring operation and maintenance shall provide on-site instruction to the Owner in sufficient detail to ensure the proper operation and maintenance of the operating system.

Final Cleaning: At the project closeout, the Contractor shall clean all Work. This will include removing all non-permanent protection and labels, polishing all glass and mirrors, cleaning all exposed finishes, touching up all minor damage which is not required to be replaced, replacing all mechanical equipment filters, removing all debris, vacuuming all floors, sanitizing all plumbing and food service facilities, cleaning all light fixtures and replacing all burned out lamps.

Final cleaning shall be complete prior to and is a requirement for final payment.

DEMOLITION NOTES

1 Do not scale drawings Consult Designer if there are questions as to extent of demolition.

2 Any uncovered or unanticipated field conditions during initial demolition which adversely affect the design intent of the Contract Documents shall be reported to the Designer immediately and allowing sufficient time for Designer to respond.

3 All items of reasonable value to be discarded or stockpiled shall be verified with Designer or Owner prior to their removal from the premises.

4 Materials adjacent to those to be removed shall be protected from impact, dust or any other damage.

5 All rooms which require selective demolition shall be separated from the remainder of the premises by a dust partition.

6 All removed electrical devices shall be disconnected at the panelboard and stockpiled. All electrical devices to be relocated shall be temporarily disconnected atthe circuit board and stockpiled.

STRUCTURAL NOTES

1 Special inspection or structural observation is not a substitute for inspection by the Building Official or Building Inspector. Specially inspected work that is installed or covered without the approval of the Building Official AND the special inspector AND designer engineer is subject to removal or exposure.

2 Structural observation shall be required for structural compliance to the approved plans per CBC 1708.2.6.

3 Place and secure all anchor bolts and other items to be cast in concrete for foundation inspection. Wet setting anchor bolts or reinforcing after placement of concrete is not allowed.

4 Special inspection is required for epoxy set anchor bolts.

FIRE BLOCKING NOTES

Fire blocking shall be placed as per CRC in the following locations:

1 In concealed spaces of stud walls and partitions, including furred spaces, at the ceiling and floor levels and at 10 foot intervals both vertical and horizontal.

2 At all interconnections between concealed vertical and horizontal spaces such as occur at soffits, drop ceilings, and cove ceilings.

3 In concealed spaces between stair stringers at top and bottom of the run and between studs along and in line with the run of the stairs if the walls under the stairs are unfinished.

4 In openings around vents, pipes, ducts, chimneys, fireplaces, and similar openings which afford a passage for fire at ceiling and floor levels – with non-combustible material.

5 At openings between attic spaces and chimney chases for factory built fireplaces.

Fire block construction, except as provided in Item #4 above, shall consist of 2 inches nominal lumber or 2 thicknesses of 1 inch nominal lumber with broken lap joints, or other code approved method.

HENRY RESIDENCE
605 Cotton Street
Menlo Park, CA 94025

project information

Owner:	Andrea & Brian Henry (415) 734-8804
Project Address:	605 Cotton Street Menlo Park, CA 94025
APN:	071-232-110
Zoning:	R-1S
Occupancy Group:	R-3/U
Construction Type:	V-B
Parking:	2 covered spaces
Flood Zone:	No
Fire Sprinklers:	Yes
Applicable Codes:	All construction, regardless of details on plans, shall comply with 2013 California Building Code, 2013 California Residential Code, 2013 California Green Building Standards Code, 2013 California Plumbing Code, 2013 California Mechanical Code, 2013 California Electrical Code, 2013 California Energy Code, and the 2013 California Fire Code.
Scope of Work:	New 2-story single family residence with full basement and attached garage.
Lot Area:	10,681sf
Required Setbacks:	Required Front: 20'-0" Required Sides: 10'-0" Required Rear: 20'-0"
Maximum Height:	28'-0"
Maximum Lot Coverage:	35% x 10,681 = 3,738sf
Maximum F.A.L.:	2,800sf + 25% (10,681 - 7,000) = 3,720 sf
Maximum 2nd flr. F.A.L.:	50% x 3,720 = 1,860 sf
Daylight Plane:	side setback up19'-6" 45 degrees

DESIGN DATA

FLOOR AREA CALCULATIONS:

first floor area:	1,739.5 sf
second floor area:	1,456.4 sf
basement area:	80.2 sf
total proposed living area:	3,276.1 sf
garage:	441.8 sf
total floor area:	3,717.9 sf

3,717.9 sf < 3,720 sf
35% of lot area

basement floor area minus area calculated above: 1,320.2 sf

BUILDING COVERAGE CALCULATIONS:

residence:	1,746.1 sf
garage:	441.8 sf
front landing:	57.4 sf
covered patio:	404.8 sf
total building coverage:	2,849.9 sf

2,849.9 sf < 3,738 sf
26% of lot area

LOT COVERAGE CALCULATIONS:

residence:	1,741.2 sf
garage:	441.8 sf
front landing & steps:	156.0 sf
side landing & step:	23.0 sf
rear landing & step:	78.0 sf
pool equipment pad:	99.0 sf
lightwells	189.1 sf
covered patio:	404.8 sf
trash enclosure pad	68.0 sf
skylight to basement	108.0 sf
equipment pad	90.0 sf
total lot coverage:	3,354.7 sf

3,354.7 sf < 3,504 sf
31% of lot area

IMPERVIOUS SURFACE CALCULATIONS:

(n) driveway:	357 sf
(n) front walkway:	134 sf
(n) rear patio:	902 sf
(n) side walkway:	171 sf
(e) swimming pool	838 sf
total impervious surface:	2,000 sf
total lot coverage:	5,327.1 sf

3,327.1sf + 2,000 sf = 5,327.1 sf
5,327.1 / 10,641 = 49%
51% of lot area is permeable surface

index

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JAN 25 2016
CITY OF MENLO PARK
BUILDING

AUTOMATIC FIRE SPRINKLERS ARE REQUIRED

This project contains a proposed automatic fire sprinkler system. Plans to be submitted to the Menlo Park Fire Dept. for review of fire sprinkler installation.

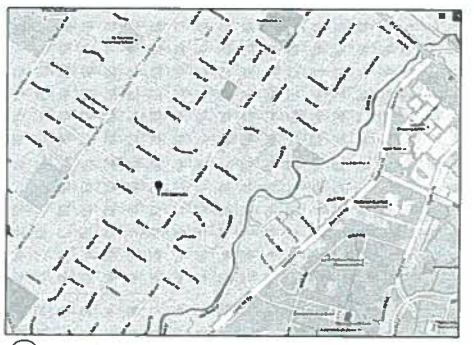
SOILS REPORT COMPLIANCE

Earthwork, slab subgrade preparation, basement drainage, foundation construction, utility trench and basement wall backfilling, and site drainage should be performed in accordance with the geotechnical report prepared by Murray Engineers, Inc., dated September 24, 2013. Murray Engineers should be notified at least 48 hours in advance of any earthwork or foundation construction and should observe and test during earthwork and foundation construction as recommended in the geotechnical report.

CAL GREEN BUILDING STANDARDS CODE

This project contains notes outlining green features proposed for incorporation into the new residence as required by the California Green Building Standards Code (Cal Green).

Note: Contractor to develop homeowner operation & maintenance manual of green features/benefits, see note for specifications, a0.2.



1 a0.1 project vicinity map
scale: n.t.s.

Revisions	Description	Revision date
1	revised as per plancheck comments dated 10.9.15	11.4.15
2	revised as per plancheck comments dated 12.8.15	12.15.15
3		
4		

consultants

Contractor

Structural Engineer

Civil Engineer

Title 24 Compliance
Energy Calc Co.
45 Mitchell Blvd, ste. 16
San Rafael, CA 94903
415-457-0990

Surveyor
Chappell Surveying Svs.
680 Esther Way
Oakdale, CA 95361
209-845-9694

Soils Engineer

Arborist
Kielty Arborist Services LLC
P.O. Box 6187
San Mateo, CA 94403
650-515-9783

opq design
2210 Sbth Street
Berkeley, CA 94710
tel.510.551.6224
fax.510.923.9633
peony@opq-design.com

HENRY RESIDENCE
605 Cotton Street
Menlo Park, CA 94025

titlesheet

Date: sept. 17, 2014
Scale: n.t.s.
Drawn by: PQ

a0.1

ABBREVIATIONS

a.b.	anchor bolt
a.c.	asphaltic concrete
a.d.	area drain
adj.	adjustable
a.f.f.	above finished floor
alum.	aluminum
alt.	alternate
approx.	approximate
arch.	architectural
asb.	asbestos
asph.	asphalt
bd.	board
btwn.	between
bitum.	bituminous
bldg.	building
blk.	block
blkg.	blocking
bm.	beam
bot.	bottom
cab.	cabinet
cem.	cement
cer.	ceramic
clg.	ceiling
clr.	clear
c.m.u.	concrete masonry unit
c.o.	clean out or cased opening
col.	column
conc.	concrete
conn.	connection
const.	construction
cont.	continuous or continued
cpt.	carpet
d	dryer
dbl.	double
dept.	department
det.	detail
d.f.	douglas fir
dia.	diameter
dim.	dimension
disp.	disposal
dn	down
ds	downspout
dwg	drawing
dwr	drawer
e	east
ea.	each
e.j.	expansion joint
elev.	elevation
elec.	electrical
elvr.	elevator
emer.	emergency
encl.	enclosure
e.o.s.	edge of slab
e.p.	electrical panelboard
eq.	equal
equip.	equipment
est.	estimate
ex.	excavate
exh.	exhaust
(e)	existing
exp.	exposed or expansion
ext.	exterior
fa.	fire alarm
fab.	fabricate
f.a.u.	forced air unit
f.b.	flat bar
f.c.	face of curb
f.d.	floor drain
fdn.	foundation
f.e.	fire extinguisher
f.e.c.	fire extinguisher cabinet
f.f.	finished floor
fin.	finish
fixt.	fixture
flash.	flashing
flr	floor
fluor.	fluourescent
f.o.f.	face of finish
f.o.s.	face of stud
fp	fireplace
f.s.	full size
ft.	feet or foot
ftg.	footing
furn.	furnace or furniture
furr.	furring
fut.	future
ga.	gauge
galv.	galvanized
gb	grab bar
g.d.	garbage disposal
gfci	ground fault circuit interrupter
g.l.b.	glue laminated beam
gr	grade
gyp. bd.	gypsum board
hb	hose bib
h.c.	hollow core
hd.	head
hdr. bd.	headerboard
hdwr.	hardware
h.m.	hollow metal
horiz.	horizontal
hr.	hour
ht.	height
htr.	heater
hwd.	hardwood
i.d.	inside diameter (dim.)
in.	inch
incl.	include
insul.	insulation
int.	interior
inv.	invert
j.h.	joist hanger
jst.	joist
jt.	joint
kit.	kitchen
k.o.	knock out
k.p.	kick plate
lam.	laminated
lav.	lavatory
lb.	pound
lin.	linear
lt.	light
max.	maximum
m.b.	machine bolt
m.c.	medicine cabinet
mech.	mechanical
med.	medium
memb.	membrane
mezz.	mezzanine
mfr.	manufacturer
min.	minimum
mir.	mirror
misc.	miscellaneous
m.o.	masonry opening
mtd.	mounted
mtl.	metal
mul.	mullion
n	north
(n)	new
n.i.c.	not in contract
no.	number
nom.	nominal
n.t.s.	not to scale
o.c.	on center
o.d.	outside diameter (dim.)
off.	office
oh	overhead
opng.	opening
opp.	opposite
ov.	oven
perf.	perforated
pl.	plate or property line
plam.	plastic laminate
plas.	plaster
plywd.	plywood
p.m.e.	patch to match existing
pnl.	panel
pr.	pair
prefab.	prefabricated
proj.	project
prop.	property
psi	per square inch
pt.	point
ptd	painted
ptdf	pressure treated douglas fir
ptn.	partition
qtr.	quarter
qty.	quantity
qual.	quality
r.	radius
(r)	remove
r.a.	return air
r.b.	roof beam
r.c.p.	reflected ceiling plan
r.d.	roof drain
ref.	reference
refr.	refrigerator
reinf.	reinforced
req'd.	required
resil.	resilient
rgtr.	register
r.h.	hose hook
rm.	room
r.o.	rough opening
r.o.w.	right of way
s.	south
s.4.s.	surfaced 4 sides
s.c.	solid core
s.c.d.	see civil drawings
sched.	schedule
s.d.	smoke detector
sdg.	siding
sect.	section
sht.	sheet
shth.	sheathing
sim.	similar
sl.	skylight
s.l.d.	see landscape drawings
s.m.s.	sheet metal screw
s.o.s.	sanded one side
spec.	specification
sq.	square
s.s.d.	see structural drawings
ss	stainless steel
std.	standard
stl.	steel
stor.	storage
struct.	structural
sym.	symbol or symmetrical
sys.	system
t&b	top and bottom
t&g	tongue and groove
t.	tread
t.b.	towel bar
t.b.d.	to be determined
tel.	telephone
thk.	thick
thru	through
t.o.c.	top of curb/concrete
t.o.w.	top of wall
tv	television
typ.	typical
ubc	uniform building code
u.l.	underwriter's laboratories
unfin.	unfinished
u.o.n.	unless otherwise noted
v.c.t.	vinyl composition tile
vert.	vertical
v.g.	vertical grain
v.i.f.	verify in field
vol.	volume
v.w.a.	verify with architect
v.w.d.	verify with designer
w	washing machine, west, or width
w/	with
w/o	without
w.c.	water closet
wd	wood
w.h.	water heater
wp	waterproof
wpm	waterproof membrane
wt.	weight
yd.	yard

D2

CALGREEN COMPLIANCE NOTES

A. SITE

1 Divert 50%(by weight) of all jobsite construction waste and demolition waste (recycling or reuse). CalGreen 4.408.1

2 Where a local jurisdiction does not have a construction and demolition waste management ordinance, a construction waste management plan shall be submitted for approval to the enforcing agency. CalGreen 4.408.2

3 Recycle and/or salvage for reuse a minimum of 50% of the non-hazardous construction and demolition debris, or meet a local construction and demolition waste management ordinance, whichever is more stringent. (excavated soil and land-clearing debris excluded.)

4 Storm water management plan to be developed & implemented during construction. CalGreen 4.106.2

5 Design for surface water drainage away from buildings. Conjstruction plans shall indicate how the site grading or drainage system will manage surface water flows. CalGreen 4.106.3

B. FOUNDATION

1 Vapor retarder and capillary break is installed at slab on grade foundations. CalGreen 4.505.2

C. LANDSCAPE

1 Install high-efficiency irrigation systems: system shs smart (weather based)controller. CalGreen 4.506.2

2 Storm water management during construction. Projects which disturb less than one acre of soil and are not part of a larger common plan of development which in total disturbs one acre or more, shall manage storm water drainage during construction, including one or more of retention basins, filtration, or compliance with a storm water management ordinance. CalGreen 4.106.2

D. PLUMBING

1 High efficiency showerheads <= 2.0 gallons per minute at 80 psi. (multiple showerheads shall not exceed maximum flow rates.)

2 High efficiency bathroom faucets <= 1.5 gpm at 60 psi.

3 High efficiency kitchen and utility faucets <= 1.8 gpm.

4 Install only high efficiency toilets (dual-flush or <= 1.28 gallons per flush.

5 As an alternative to perscriptive compliance, a 20% reduction in baseline water use shall be demonstrated through calculation. CalGreen 4.303.1

E. HEATING, VENTILATION & AIR CONDITIONING

1 Design and install HVAC system to acca manual j, d, and s recommendations. CalGreen4.507.2

2 Install energy star bathroom fans on timer or humidistat. CalGreen 4.506.1.

3 HVAC system installers are trained and certified in the proper installation of HVAC systems. CalGreen 702.1

4 Install whole house fan. Whole house exhaust fans shall have insulated louvers or covers which close when the fan is off. Covers or louvers shall have a minimum insulation value of R-4.2. CalGreen 4.507.1.

F. ENVIRONMENTAL QUALITY

1 Gas fireplace shall be a direct-vent sealed-combustion type. woodstove or pellet stove shall comply with US EPA phase II emission limits. CalGreen 4.503.1.

2 At the time of rough installation, or during storage on the construction site and until final start up of the heating and cooling equipment, all duct and other related air distribution component methods shall be covered with tape, plastic, sheet metal or other methods acceptable to the enforcing agency to reduce the amount of dust or debris which may collect in the system. CalGreen 4.504.1.

3 Heating and air conditioning systems shall be sized, designed and equipment is selected using the following methods: (CalGreen 4.507.2)
 a. The heat loss and heat gain is established according to ACCA manual J, Ashrae handbooks or equivalent.
 b. Duct systems are sized according to ACCA-29D manual D, Ashrae handbooks or equivalent.
 c. Select heating and cooling equipment according to ACCA 36-S manual S or equivalent.

4 Adhesives, sealants, and caulks shall comply with local or regional air pollution control or air quality management district rules where applicable, or SCAQMD rule 1168 voc limits and rule 1168 prohibition on the use of certain toxic compounds. Aerosol adhesives shall meet CCR Title 17 94507 ET SEQ. CalGreen 4.504.2.1.

G. FINISHES

1 Use low-voc interior all/ceiling paints (<50 grams per liter vocs regardless of sheen). CalGreen 4.504.2.2.

2 Use low-voc coatings that meet SCAQMD rule 1113. CalGreen 4.504.2.3.

3 Hardwood plywood, particleboard and medium density fiberboard composite wood products used on the interior or exterior of the building shall meet the requirements for formaldehyde as specified in ARB's Air Toxics Control Measure for Composite Wood (17 CCR 93120 et seq.), by or before the dates specified in those sections, as shown in Table 4.504.5.

4 All carpet and 50% of resilient flooring is low emitting. CalGreen 4.504.3 & 4.504.4.

All carpet adhesive shall meet the requirements of table 4.504.1. CalGreen 4.504.3.2.

5 Building material with visibgle signs of water damage shall not be installed. Moisture content of building materials used in wall and floor framing is checked before enclosure. 19% max. moisture content of building framing materials. CalGreen 4.505.3.

H. OTHER

1 Energy efficiency (min. standard) to meet California Energy Code (Title 24, code 6). CalGreen 4.201.1.

2 An operation and maintenance manual shall be provided to the building occupant or owner, describing (CalGreen 4.410.1):
 a. keeping manual with property
 b. o & m instructions for equipment and appliances, drainage, irrigation, etc.
 c. local utility conservation resources
 d. public transportation / carpool options
 e. health benefits of 30-60% relative humidity.
 f. landscape water conservation
 g. gutter and downspout maintenance
 h. routine maintenance
 i. state solar energy and incentive programs.
 j. special inspection records.

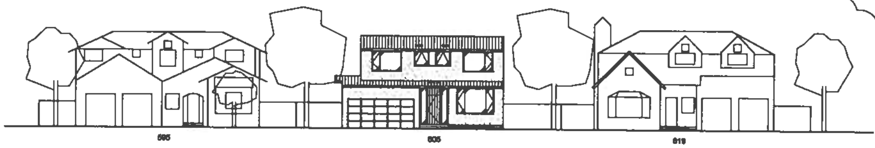
3 Joints and openings: annular spaces around pipes, electric cables, conduits, or other openings in plates at exterior walls shall be protected against rodents. (CalGreen 4.406.1)

CONSTRUCTION AND NOISE NOTES

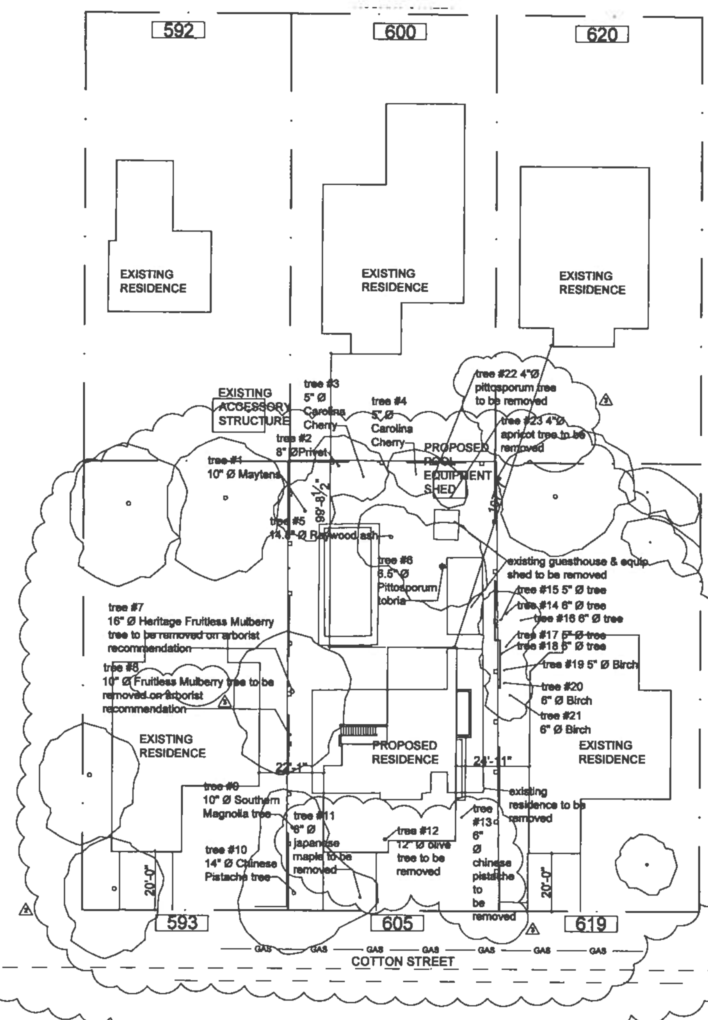
The work hours are regulated by noise levels created during construction. The maximum noise levels allowed are established in the City of Menlo Park Municipal Code Chapter 8.06 Noise.

1 Any and all excessive, annoying, loud or unusual noises or vibrations such as offend the peace and quiet of persons of ordinary sensibilities and which interfere with the comfortable enjoyment of life or property and affect at the same time an entire neighborhood or any considerable number of persons shall be considered a noise disturbance.

2 Construction Activities:
 a. Construction activities are limited to the hours of 8am and 6pm Monday through Friday.
 b. Construction activities by residents and property owners personally undertaking construction activities to maintain or improve their property are allowed on Saturdays, Sundays or holidays between the hours of 9a and 5p.
 c. A sign containing the permitted hours of construction activities exceeding the noise limits set for in section 8.06.030 shall be posted at all entrances to a construction site upon the commencement of construction for the purpose of informing contractors and subcontractors and all other persons at the construction site of the basic requirements of this chapter. The sign shall be at least 5'-0" above ground level and shall consist of a white background with black letters.
 d. notwithstanding any other provision set forth above, all powered equipment shall comply with the limits set forth in section 8.06.040(b).



1 streetscape
a0.2 scale: 1/16" = 1'-0"



2 area plan
a0.2 scale: 1" = 20'-0"

Revisions	Description	Revision date
1	revised as per plancheck comments dated 10.9.15	11.4.15
2	revised as per plancheck comments dated 12.8.15	12.15.15
3	revised as per plancheck comments dated 1.14.16	1.18.16
4		

consultants

Contractor

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Civil Engineer

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Soils Engineer

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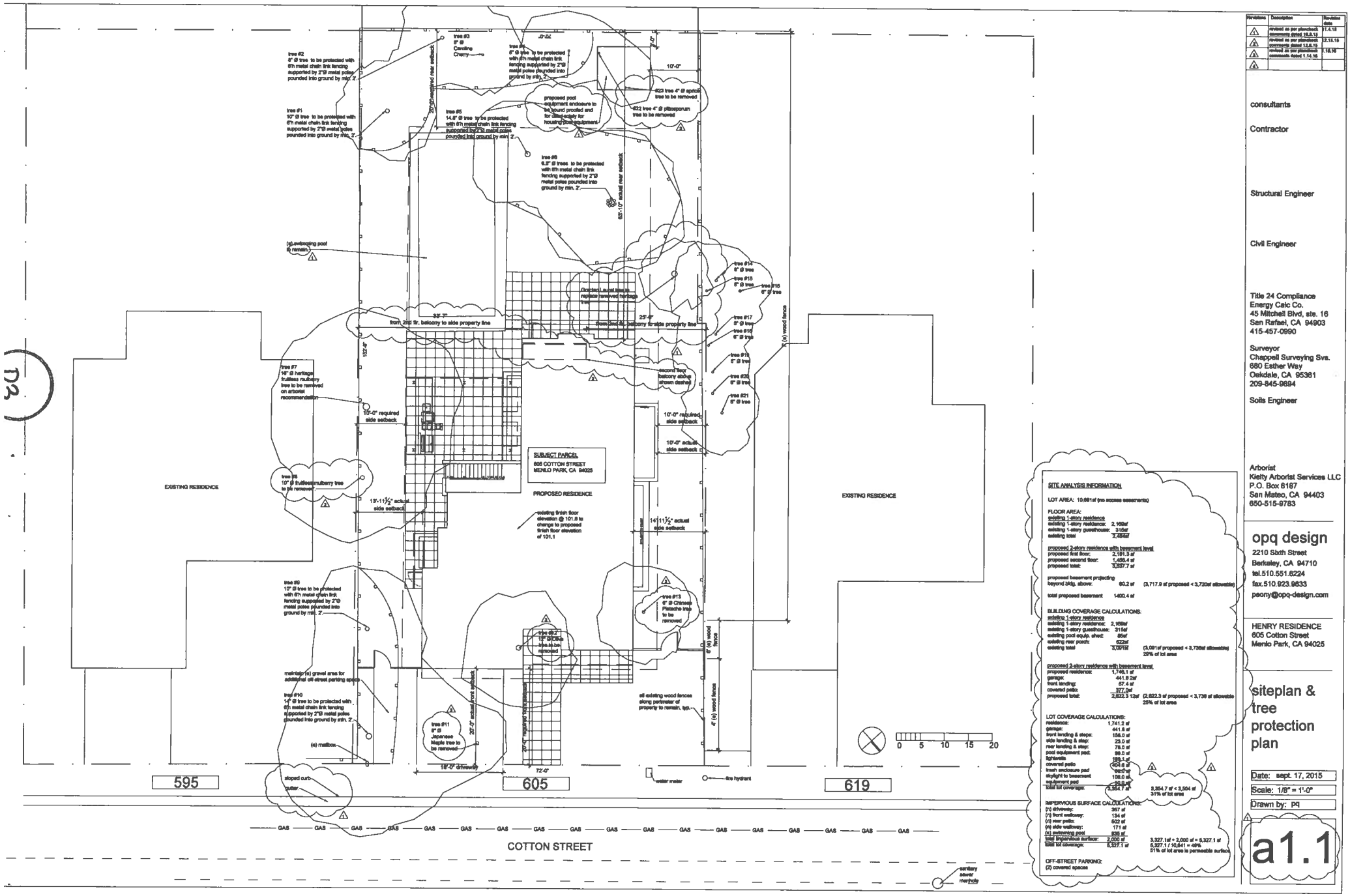
HENRY RESIDENCE
605 Cotton Street
Menlo Park, CA 94025

titlesheet, cont.

Date: sept. 17, 2014
Scale: n.t.s.
Drawn by: pq

a0.2



D3

SITE ANALYSIS INFORMATION

LOT AREA: 10,681sf (no access easements)

FLOOR AREA:
existing 1-story residence
existing 1-story residence: 2,169sf
existing 1-story guesthouse: 315sf
existing total 2,484sf

proposed 2-story residence with basement level
proposed first floor: 2,191.3 sf
proposed second floor: 1,466.4 sf
proposed total: 3,657.7 sf

proposed basement projecting beyond bldg. above: 60.2 sf (3,717.9 sf proposed < 3,720sf allowable)

total proposed basement 1400.4 sf

BUILDING COVERAGE CALCULATIONS:
existing 1-story residence
existing 1-story residence: 2,169sf
existing 1-story guesthouse: 315sf
existing pool equip. shed: 85sf
existing rear porch: 522sf
existing total 3,091sf (3,091sf proposed < 3,736sf allowable) 29% of lot area

proposed 2-story residence with basement level
proposed residence: 1,745.1 sf
garage: 441.8 sf
front landing: 67.4 sf
covered patio: 377.0sf
proposed total: 2,822.3 12sf (2,822.3 sf proposed < 3,736 sf allowable 25% of lot area

LOT COVERAGE CALCULATIONS:
residence: 1,741.2 sf
garage: 441.8 sf
front landing & steps: 156.0 sf
side landing & step: 23.0 sf
rear landing & step: 78.0 sf
pool equipment pad: 99.0 sf
lightwells 189.1 sf
covered patio 504.0 sf
trash enclosure pad 99.0 sf
skylight to basement 108.0 sf
equipment pad 60.0 sf
total lot coverage: 3,354.7 sf 3,354.7 sf < 3,504 sf 31% of lot area

IMPERVIOUS SURFACE CALCULATIONS:
(1) driveway: 367 sf
(1) front walkway: 134 sf
(2) rear patio: 502 sf
(e) side walkway: 171 sf
(e) swimming pool 836 sf
total impervious surface: 2,000 sf 3,327.1sf + 2,000 sf = 5,327.1 sf
total lot coverage: 5,327.1 sf 5,327.1 / 10,541 = 49% 51% of lot area is permeable surface

OFF-STREET PARKING:
(2) covered spaces

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1	revised as per planchack comments dated 10.8.15	11.4.15
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3	revised as per planchack comments dated 1.14.16	1.18.16
4		
5		

consultants

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HENRY RESIDENCE
605 Cotton Street
Menlo Park, CA 94025

siteplan & tree protection plan

Date: sept. 17, 2015
Scale: 1/8" = 1'-0"
Drawn by: PQ

a1.1

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

August 19, 2015 Revised October 21, 2015

Ms. Andrea Henry
605 Cotton
Menlo Park CA 94025

Site: 605 Cotton, Menlo Park, CA

Dear Ms. Henry,

As requested on Wednesday, August 19, 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 tree was 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). Each tree was given a condition rating for form and vitality. The trees' condition rating is based on 50 percent vitality and 50 percent form, using the following scale.

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

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

605 Cotton/8/19/15 (2)

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
1	Maytens *(Maytenus boaria)*	10.1	55	25/20	Fair vigor, poor-fair form, codominant at 3 feet.
2	Privet *(Ligustrum japonicum)*	8.6	50	30/20	Poor to fair vigor, fair form, codominant at 5 feet.
3	Carolina cherry *(Prunus cerolitziana)*	5.2	55	25/15	Good vigor, fair form, good screen.
4	Carolina cherry *(Prunus carolitziana)*	5.6	45	20/15	Poor-fair vigor, poor form, supported by
5	Raywood ash *(Fraxinus oxycarpa)*	14.8	60	30/35	Fair vigor, fair form, multi leader at 4 feet.
6	Pittosporum tobira 20@base *(Pittosporum tobira)*		65	30/25	Good vigor, poor-fair form, multi at base.
7X	Fruitless mulberry *(Morris alba)*	16.2	40	35/30	Good vigor, poor form, decay in trunk.
8X	Fruitless mulberry *(Morris alba)*	10.0	50	30/30	Fair vigor, poor form, bleeding canker on trunk.
9	Southern magnolia *(Magnolia grandiflora)*	10.7	70	25/25	Good vigor, good form.
10	Chinese pistache *(Pistachia chinensis)*	12.8	65	25/20	Good vigor, poor-fair form, poor crotch at 8 feet.
11X	Japanese maple *(Acer palmatum)*	8.7	50	10/10	Good vigor. Poor-fair form, verticillium wilt.
12X	Olive *(Olea europa)*	14.1	55	25/20	Poor-fair vigor, fair form, in raised planter.
13X	Chinese pistache *(Pistachia chinensis)*	6.8	40	40	20/20 Poor vigor, fair form, in severe decline.
14*	Birch *(Betula pendula)*	6est	55	30/15	Good vigor, fair form, 3 feet from fence line.

605 Cotton/8/19/15 (3)

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
15*	Birch *(Betula pendula)*	5est	50	30/15	Good vigor, fair form, 1 foot from fence line.
16*	Birch *(Betula pendula)*	6est	55	30/15	Good vigor, fair form, 8 feet from fence line.
17*	Birch *(Betula pendula)*	5est	50	25/15	Good vigor, fair form, 3 feet from fence line.
18*	Birch *(Betula pendula)*	65est	55	30/15	Good vigor, fair form, 1 foot from fence line.
19*	Birch *(Betula pendula)*	5est	55	30/15	Good vigor, fair form, 2 feet from fence line.
20*	Birch *(Betula pendula)*	6est	55	30/15	Good vigor, fair form, 2 feet from fence line.
21*	Birch *(Betula pendula)*	6est	55	30/15	Good vigor, fair form, 4 feet from fence line.
22X	Pittosporum *(Pittosporum augustatum)*	4.1	45	20/10	Good vigor, poor form, leans east, suppressed, supported by stake.
23X	Apricot *(Prunus armeniaca)*	4.6	45	15/10	Good vigor, poor form, multi leader at 4 feet, decay in trunk, topped in past.

*Indicates neighbor tree X Indicated removal is planned.

Summary:
The trees on site are a mix of imported trees (exotics), there are no native trees on site. The trees are in fair to good condition with no excellent trees. One heritage sized tree will be removed, fruitless mulberry tree #7. The mulberry is a poor specimen with a large decayed cavity on the trunk. The tree is poorly located between the two houses and the neighbor has concerns about future damages that the tree may cause.

Japanese maple tree #11 will be removed and replaced as it heavily decayed. This tree has also been radically topped.
Picture showing large stepping cuts.

605 Cotton/8/19/15 (4)
The remaining trees to be removed are all less than heritage size and do not contribute to the site. The trees to remain will only have minor impacts to their root zones. The following tree protection plan will help to minimize root damage lessening the impacts to the retained trees.

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 my 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 wooden fencing will suffice for the neighbor's trees.

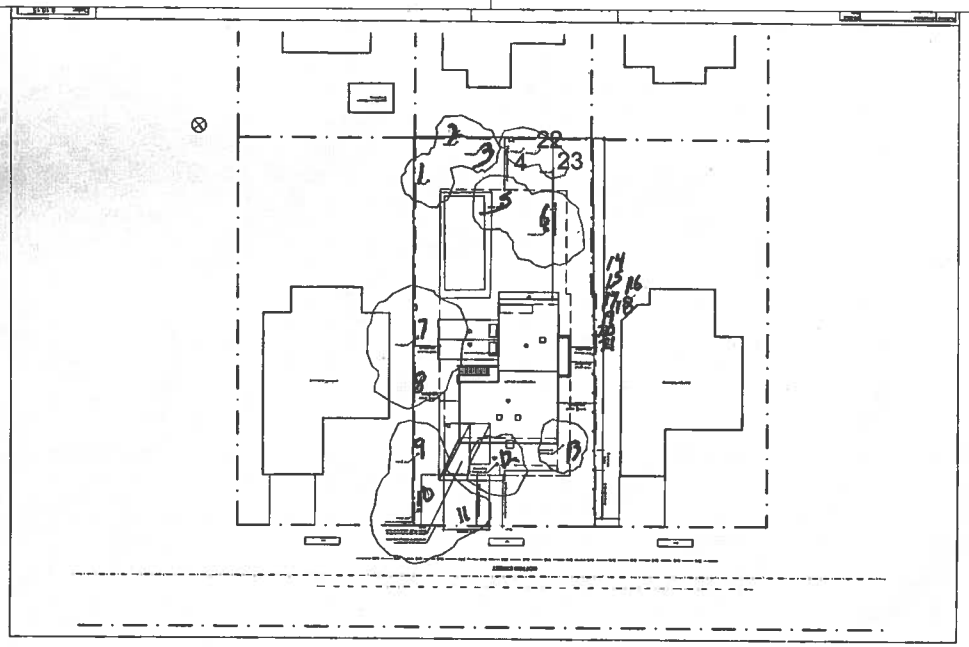
Trenching for irrigation, electrical, drainage or any other reason should be hand dug when beneath the driplines of protected trees. Hand digging and carefully laying pipes below or beside protected roots will dramatically reduce root loss of desired trees thus reducing trauma to the entire tree. Trenches 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. Plywood over the top of the trench will also help protect exposed roots below.

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.

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



Revisions	Description	Revision date
1	revised as per planning comments dated 10.8.15	11.4.15
2		
3		
4		

consultants

Contractor

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Civil Engineer

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HENRY RESIDENCE
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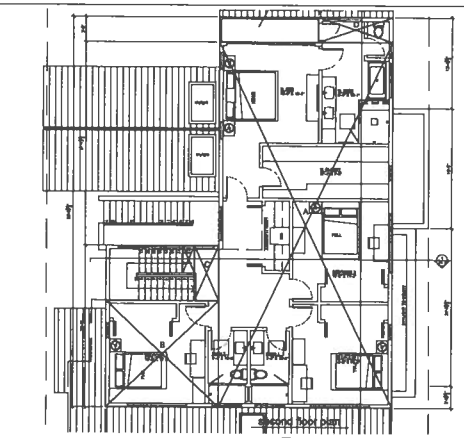
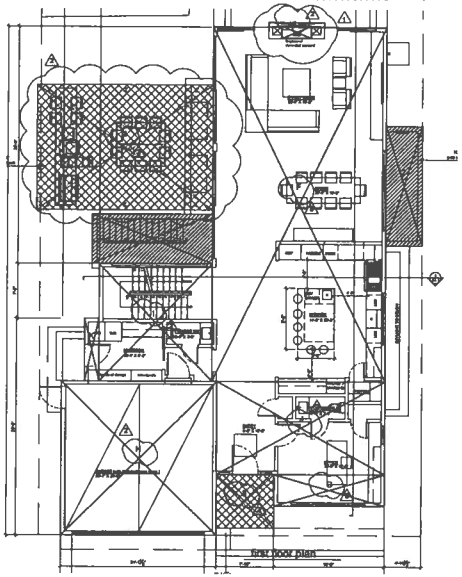
Menlo Park, CA 94025

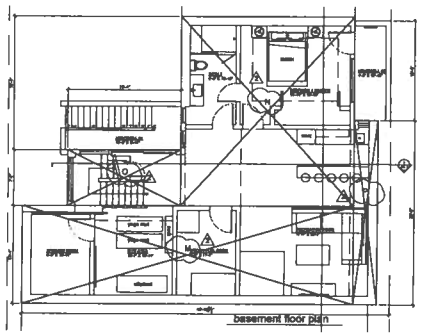
arborist report

Date: sept. 17, 2015
Scale: n.t.s.
Drawn by: pq

a1.2







FLOOR AREA VERIFICATION:

second floor area:

area	dimensions	totals
A	23'-8" x 49'-8"	1186.8 sf
B	15'-4" x 14'-6"	222.3 sf
C	3'-4" x 7'-6"	25.0 sf
D	10'-1" x 3'-5"	34.6 sf
E	1'-7" x 3'-6"	5.6 sf
TOTAL		1456.4 sf

first floor area:

area	dimensions	totals
F	23'-8" x 47'-11"	1128.1 sf
G	15'-0" x 4'-6"	65.0 sf
H (garage)	21'-1" x 20'-11"	441.8 sf
	18'-4" X 15'-11"	244.1 sf
as (subtract)	4'-0" x 1'-8"	- 6.6 sf
J	22'-10" x 12'-7"	287.4 sf
K	1'-11" x 8'-8"	16.6 sf
L	7'-7" x 0'-8"	4.9 sf
TOTAL		2181.3 sf

basement/floor area:

area	dimensions	totals
M	45'-0" x 13'-4"	598.3 sf
N	23'-8" x 25'-8"	604.8 sf
O	15'-4" x 7'-7"	116.3 sf
P	3'-2" X 25'-0"	80.2 sf
TOTAL		1400.4 sf

fireplace / firebox area:

area	dimensions	totals
as	4'-0" x 1'-8"	6.6 sf
TOTAL		6.6 sf

lightwell area:

area	dimensions	totals
1	18'-4" x 6'-8"	108.9 sf
2	4'-11" x 16'-2"	80.2 sf
TOTAL		189.1 sf

covered outdoor areas:

area	dimensions	totals
3	7'-10" x 7'-3"	57.4 sf
4	23'-11" x 16'-11"	404.8 sf
TOTAL		462.0 sf

FLOOR AREA CALCULATIONS:

first floor area:	1,730.5 sf	
second floor area:	1,456.4 sf	
total proposed living area:	3,186.9 sf	
basement floor area beyond footprint of 1st flr:	80.2 sf	
garage:	441.8 sf	
total floor area:	3,717.9 sf	
basement floor area minus area identified above:	1,320.2 sf	3,717.9 sf < 3,720 sf 35% of lot area

BUILDING COVERAGE CALCULATIONS:

residence:	1,730.5 sf	
firebox:	6.6 sf	
garage:	441.8 sf	
front porch:	67.4 sf	
covered patio:	404.8 sf	2,849.9 sf < 3,738sf
total building coverage:	2,849.9 sf	25% of lot area

0 5 10 15 20

Revisions	Description	Revision date
1	revised as per planncheck comments dated 10.8.15	11.4.15
2	revised as per planncheck comments dated 12.8.15	12.16.15
3		
4		

consultants

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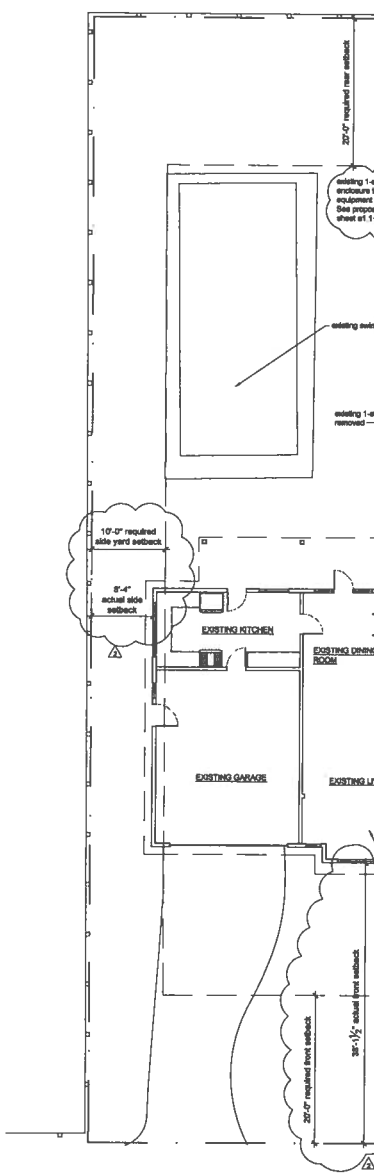
HENRY RESIDENCE
605 Cotton Street
Menlo Park, CA 94025

floor area calculations

Date: sept. 17, 2015
Scale: 1/8" = 1'-0"
Drawn by: pq

a1.3



Revisions	Description	Revision date
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3		
4		

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HENRY RESIDENCE
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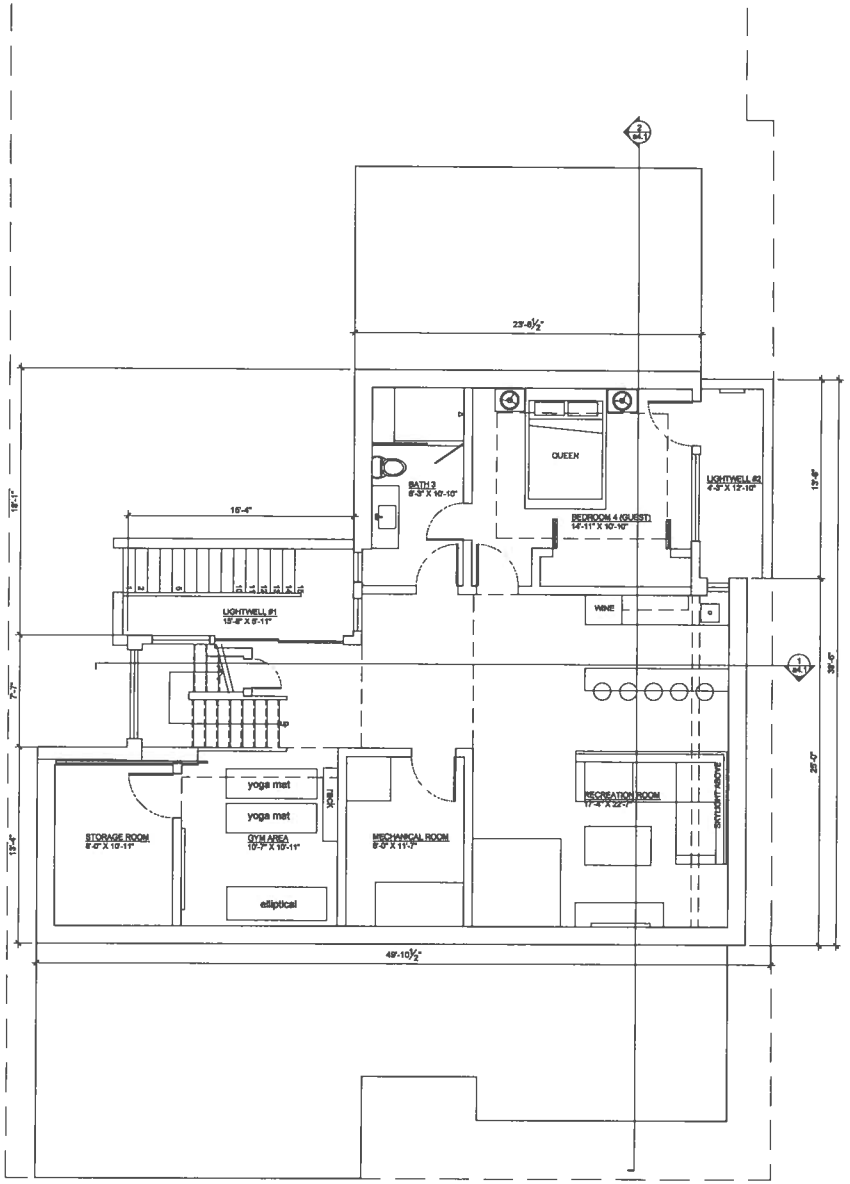
Menlo Park, CA 94025

existing siteplan

Date: sept. 17, 2015
Scale: 1/8" = 1'-0"
Drawn by: pq

a2.1



Revisions	Description	Revision date
1	revised as per plancheck comments dated 10.8.15	11.4.15
2		
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4		

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HENRY RESIDENCE
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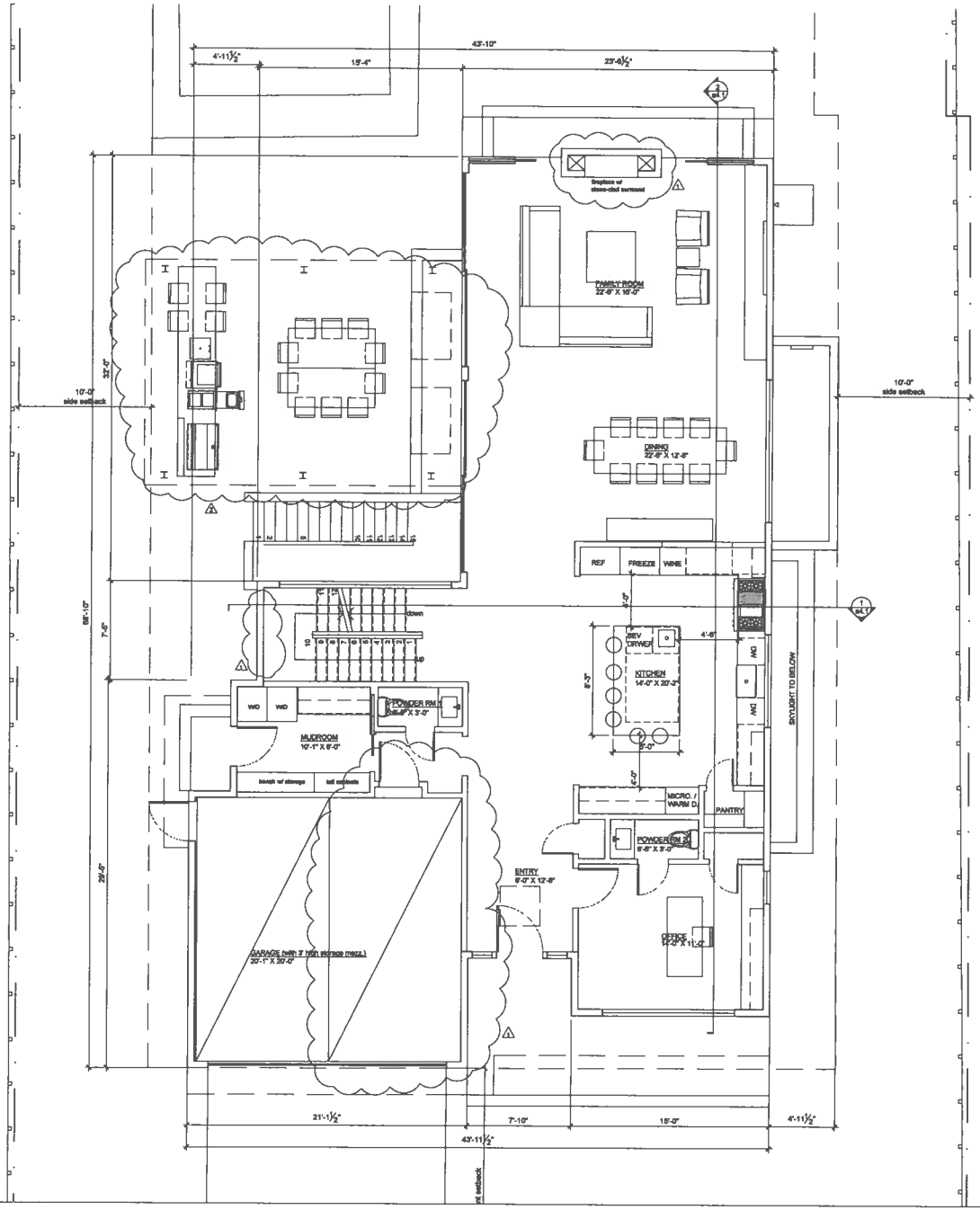
proposed floor plan - basement level

Date: sept. 17, 2015
Scale: 1/4" = 1'-0"
Drawn by: pq

a2.2



Revisions	Description	Revision date
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2	revised as per planncheck comments dated 12.8.15	02.16.16
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HENRY RESIDENCE
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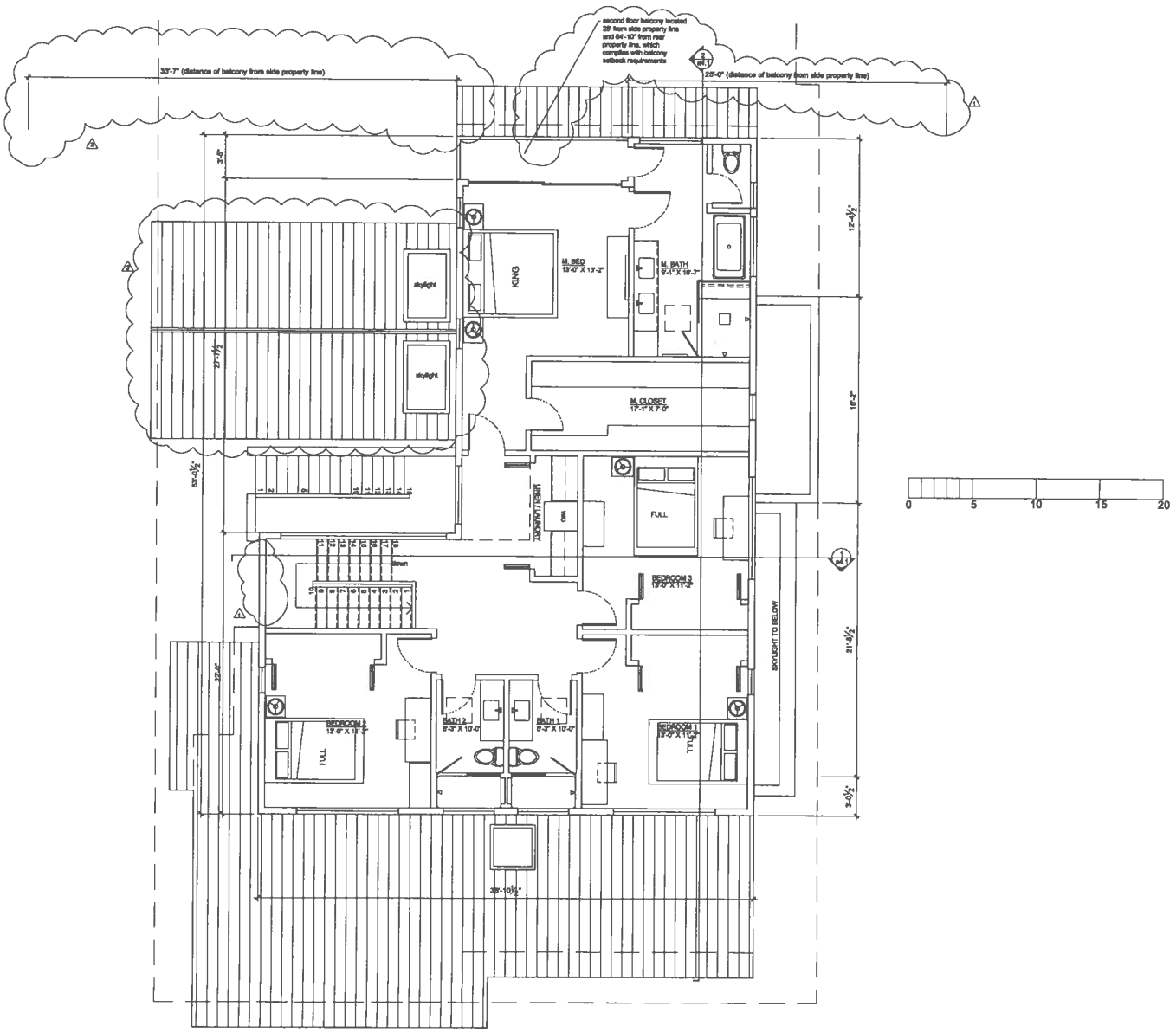
proposed floor plan - first floor level

Date: sept. 17, 2015
Scale: 1/4" = 1'-0"
Drawn by: pq

a2.3



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Revisions	Description	Revision date
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3		
4		

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HENRY RESIDENCE
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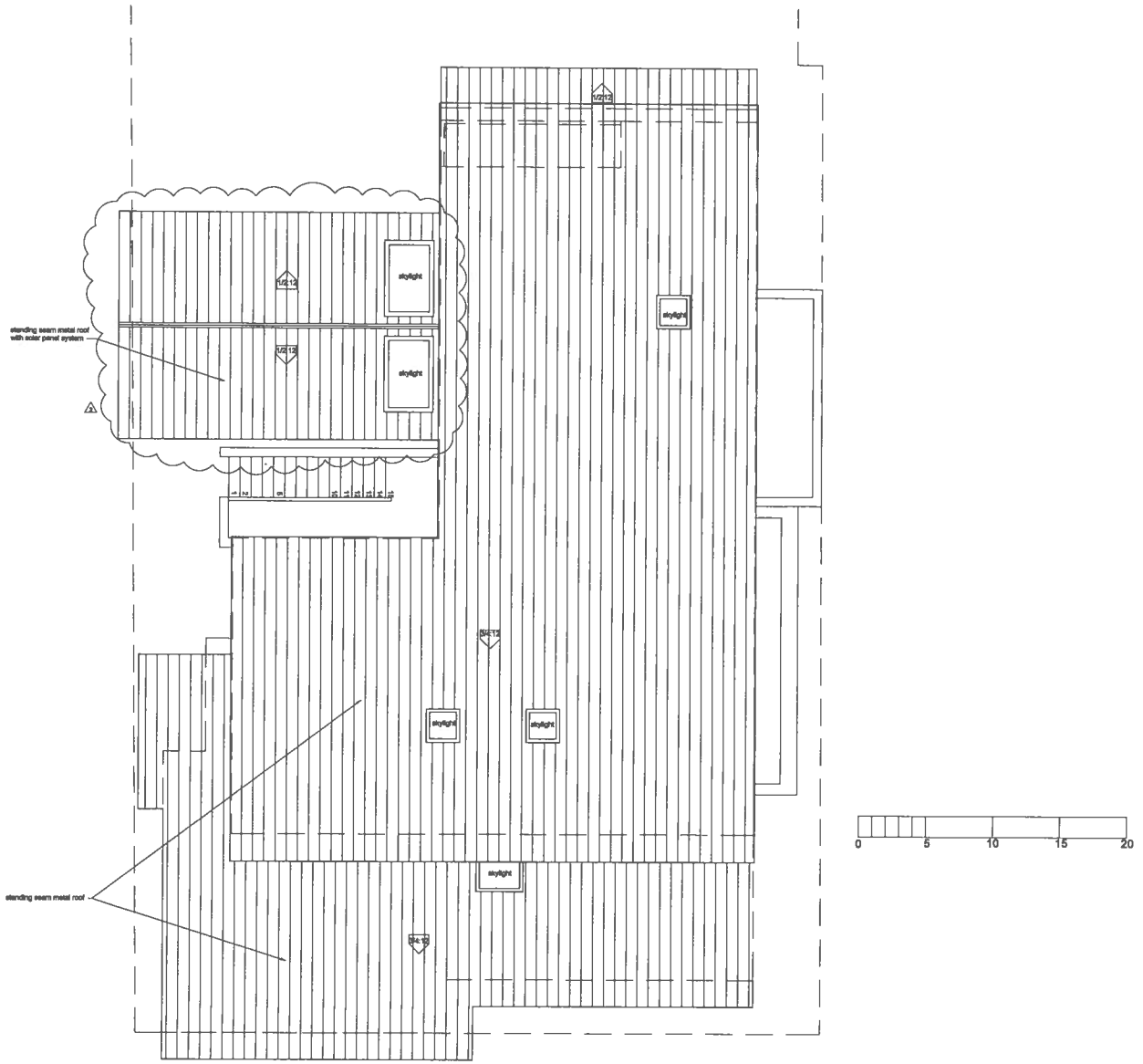
proposed floor plan - second floor level

Date: sept. 17, 2015
Scale: 1/4" = 1'-0"
Drawn by: PQ

a2.4



Revisions	Description	Revision date
1	revised as per planchack comments dated 10.8.15	11.4.15
2	revised as per planchack comments dated 12.8.15	12.15.15
3		
4		

consultants

Contractor

Structural Engineer

Civil Engineer

Title 24 Compliance
Energy Calc Co.
45 Mitchell Blvd, ste. 16
San Rafael, CA 94903
415-457-0990

Surveyor
Chappell Surveying Svs.
680 Esther Way
Oakdale, CA 95361
209-845-9694

Soils Engineer

Arborist
Kielty Arborist Services LLC
P.O. Box 6187
San Mateo, CA 94403
650-515-9783

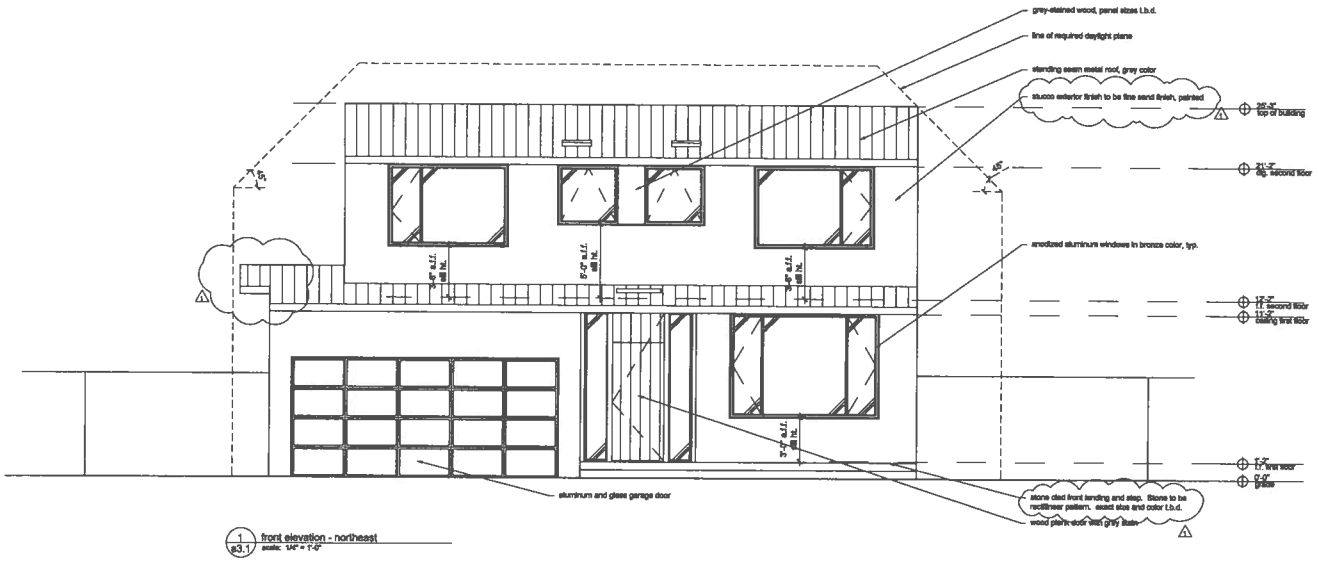
opq design
2210 Sixth Street
Berkeley, CA 94710
tel.510.551.6224
fax.510.923.9633
peony@opq-design.com

HENRY RESIDENCE
605 Cotton Street
Menlo Park, CA 94025

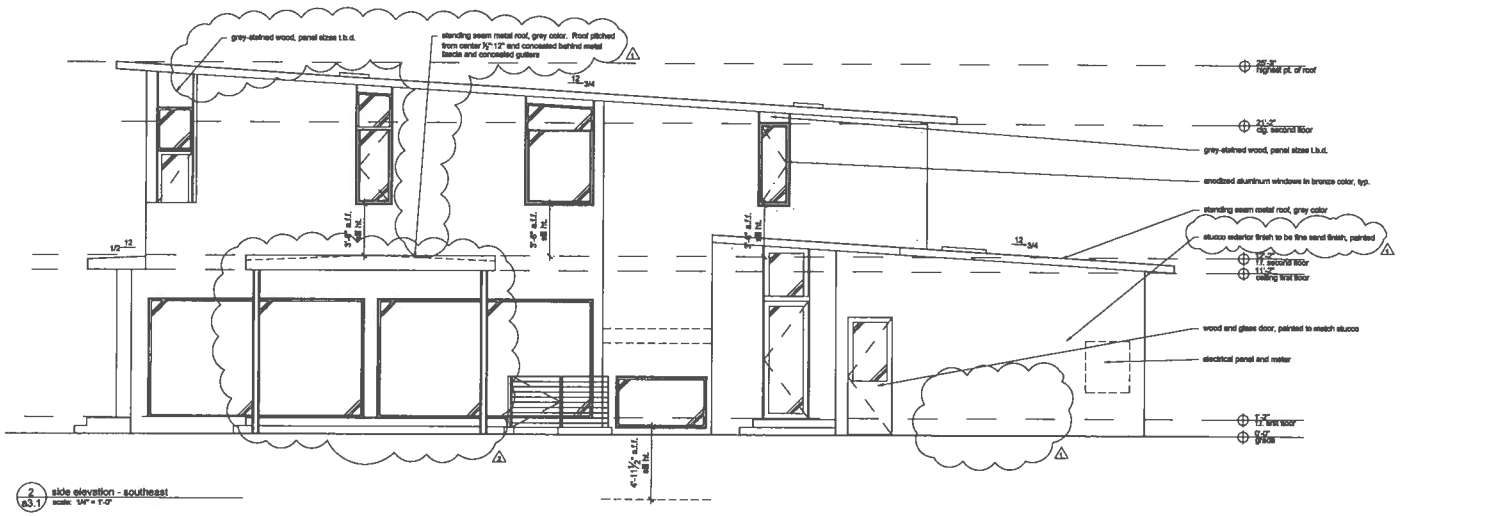
proposed roof plan

Date: sept. 17, 2015
Scale: 1/4" = 1'-0"
Drawn by: pq

a2.5



1 a3.1 front elevation - northeast
scale: 1/4" = 1'-0"



2 a3.1 side elevation - southeast
scale: 1/4" = 1'-0"

0 5 10 15 20

Revisions	Description	Revision date
1	revised as per planchk. comments dated 10.8.15	11.4.15
2	revised as per planchk comments dated 12.8.15	12.15.15
3		
4		

consultants

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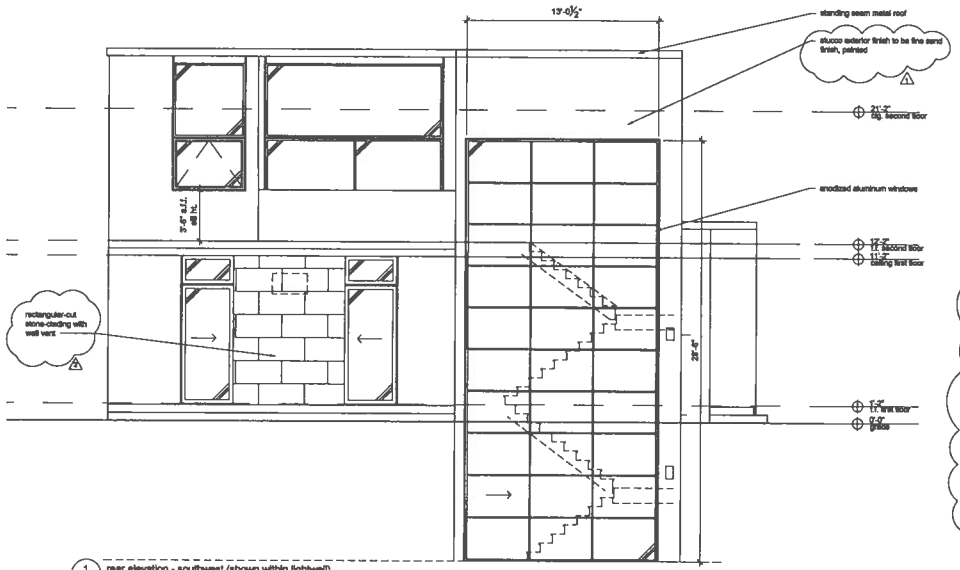
HENRY RESIDENCE
605 Cotton Street
Menlo Park, CA 94025

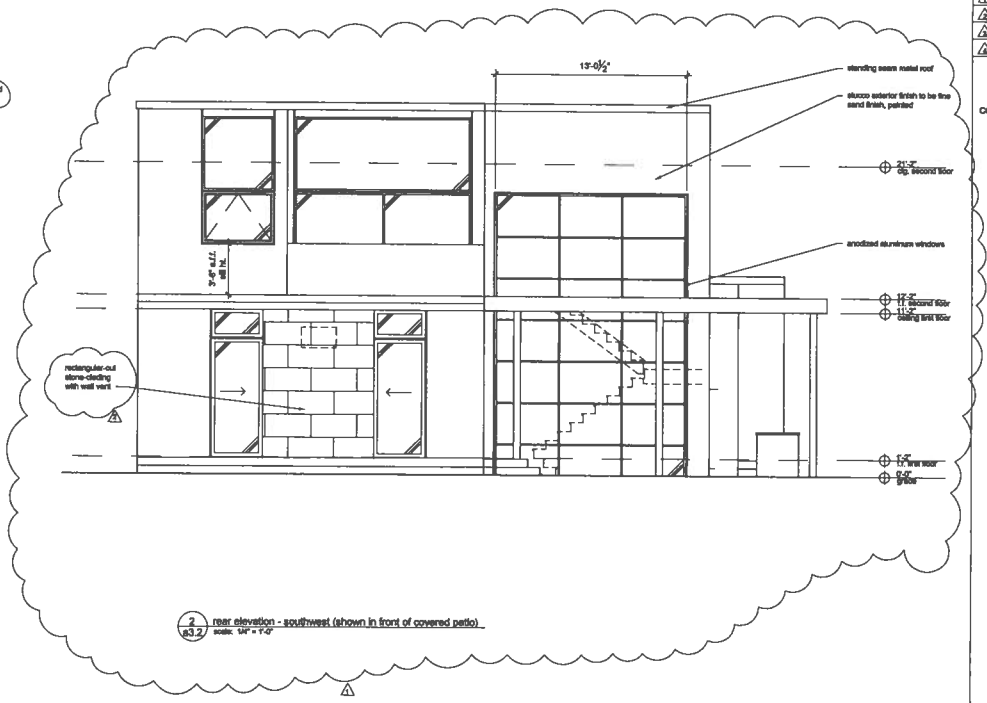
exterior elevations

Date: sept. 17, 2015
Scale: 1/4" = 1'-0"
Drawn by: pq

a3.1

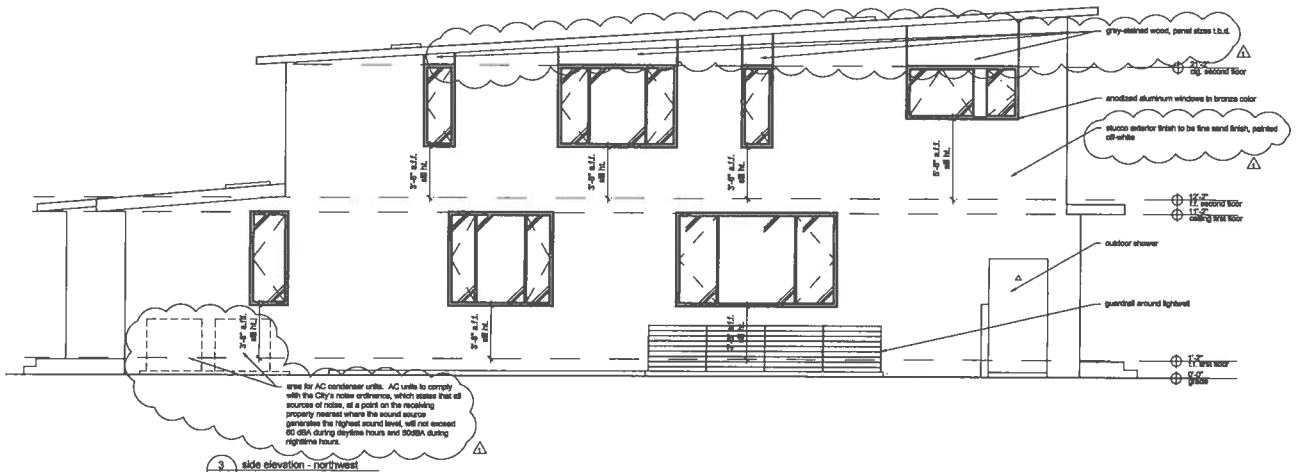


1 a3.2 rear elevation - southwest (shown within lightwell)
scale: 1/4" = 1'-0"



2 a3.2 rear elevation - southwest (shown in front of covered patio)
scale: 1/4" = 1'-0"

D12



3 a3.2 side elevation - northwest
scale: 1/4" = 1'-0"

0 5 10 15 20

Revisions	Description	Revision date
1	revised as per planchack comments dated 10.9.15	11.4.15
2	revised as per planchack comments dated 12.8.15	12.18.15
3		
4		

consultants

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HENRY RESIDENCE
605 Cotton Street
Menlo Park, CA 94025

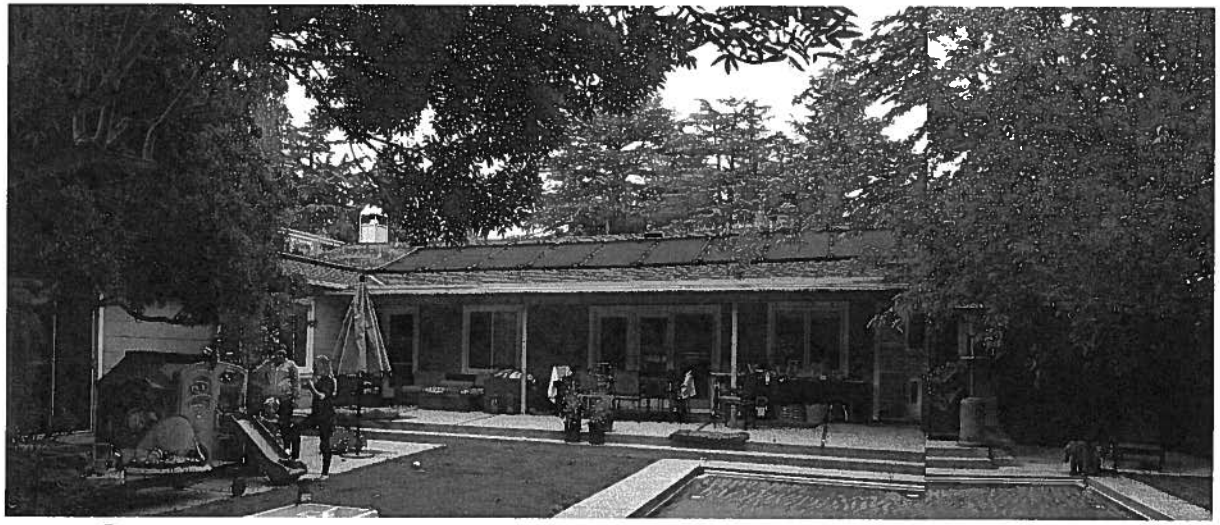
proposed exterior elevations

Date: sept. 17, 2015
Scale: 1/4" = 1'-0"
Drawn by: pq

a3.2

1/a3.3 photo of existing front elevation
scale: n.t.s.

2/a3.3 aerial photo of existing house
scale: n.t.s.



3/a3.3 photo of existing rear elevation
scale: n.t.s.

note:
existing residence has a building height of 19'-2" above grade at it's highest point.

Revisions	Description	Revision date
1	revised as per planchack comments dated 10.8.15	11.4.15
2	revised as per planchack comments dated 12.8.15	12.15.15
3		
4		
5		

consultants

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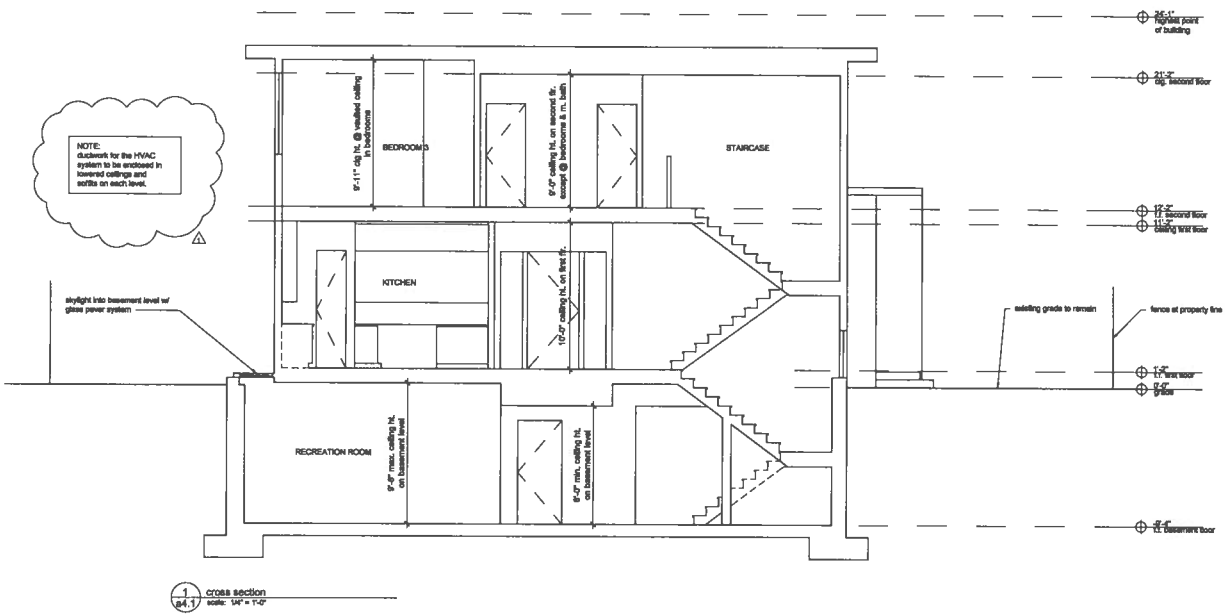
HENRY RESIDENCE
605 Cotton Street
Menlo Park, CA 94025

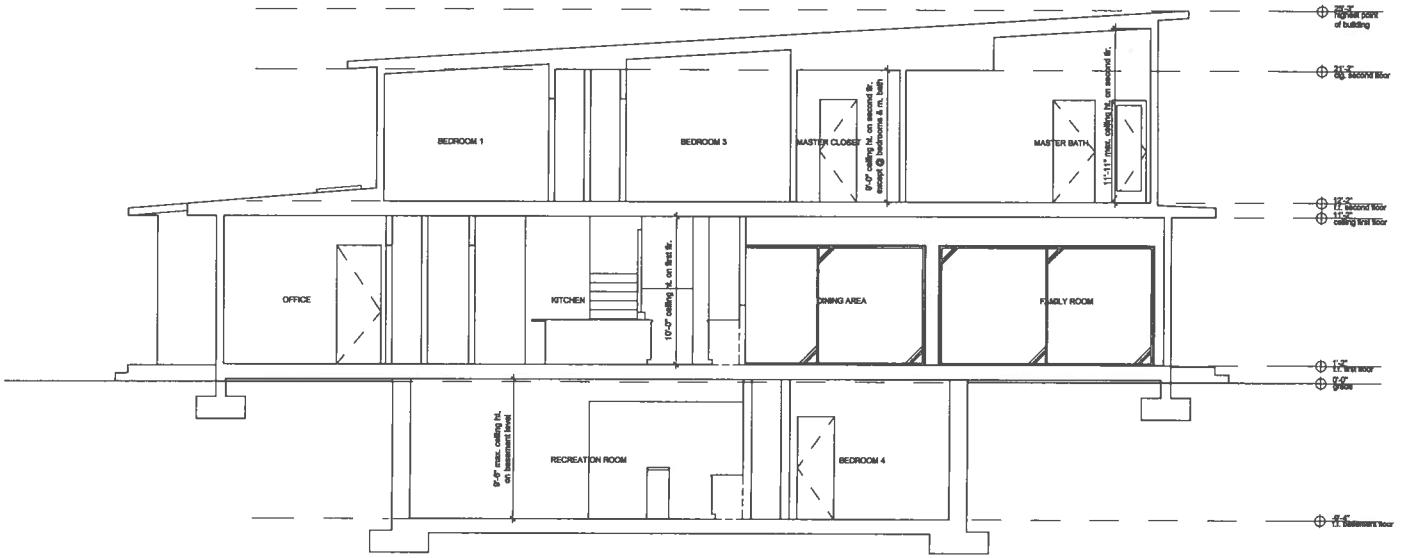
existing exterior photos

Date: sept. 17, 2015
Scale: n.t.s.
Drawn by: PQ

a3.3



1/a4.1 cross section
scale: 1/4" = 1'-0"



2/a4.1 longitudinal section
scale: 1/4" = 1'-0"

Revisions	Description	Revision date
1	revised as per planchack comments dated 10.8.15	11.4.15
2		
3		
4		
5		

consultants

opq design
2210 Sixth Street
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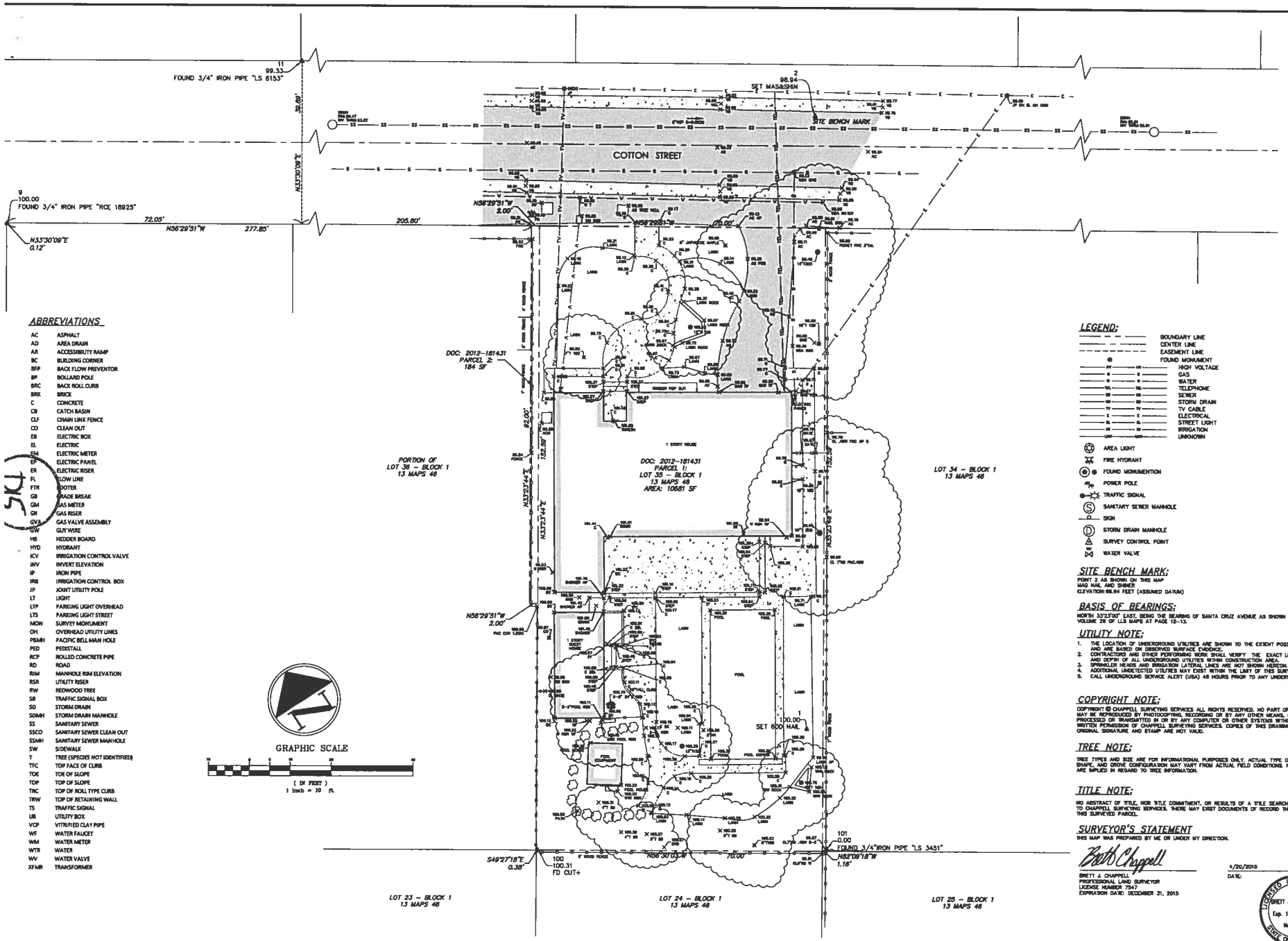
peony@opq-design.com

HENRY RESIDENCE
605 Cotton Street
Menlo Park, CA 94025

sections

Date: sept. 17, 2015
Scale: 1/4" = 1'-0"
Drawn by: PQ

a4.1



ABBREVIATIONS

AC	ASPHALT
AD	AREA DRAIN
AR	ACCESSIBILITY RAMP
BC	BUILDING CORNER
BFP	BACK FLOW PREVENTOR
BP	BOLLARD POLE
BRC	BACK ROLL CURB
BRK	BRICK
C	CONCRETE
CB	CATCH BASIN
CLF	CHAIN LINK FENCE
CO	CLEAN OUT
EB	ELECTRIC BOX
EL	ELECTRIC
EM	ELECTRIC METER
EP	ELECTRIC PANEL
ER	ELECTRIC RISER
FL	FLOW LINE
FTR	FOOTER
GB	GRADE BREAK
GM	GAS METER
GR	GAS RISER
GVA	GAS VALVE ASSEMBLY
GW	GUY WIRE
HB	HEDDER BOARD
HYD	HYDRANT
ICV	IRRIGATION CONTROL VALVE
INV	INVERT ELEVATION
IP	IRON PIPE
IRB	IRRIGATION CONTROL BOX
JP	JOINT UTILITY POLE
LT	LIGHT
LTP	PARKING LIGHT OVERHEAD
LTS	PARKING LIGHT STREET
MON	SURVEY MONUMENT
OH	OVERHEAD UTILITY LINES
PBMH	PACIFIC BELL MAN HOLE
PED	PEDESTALL
RCP	ROLLED CONCRETE PIPE
RD	ROAD
RIM	MANHOLE RIM ELEVATION
RSR	UTILITY RISER
RW	REDWOOD TREE
SB	TRAFFIC SIGNAL BOX
SD	STORM DRAIN
SDMH	STORM DRAIN MANHOLE
SS	SANITARY SEWER
SSCO	SANITARY SEWER CLEAN OUT
SSMH	SANITARY SEWER MANHOLE
SW	SIDEWALK
T	TREE (SPECIES NOT IDENTIFIED)
TFC	TOP FACE OF CURB
TOE	TOE OF SLOPE
TOP	TOP OF SLOPE
TRC	TOP OF ROLL TYPE CURB
TRW	TOP OF RETAINING WALL
TS	TRAFFIC SIGNAL
UB	UTILITY BOX
VCP	VITRIFIED CLAY PIPE
WF	WATER FAUCET
WM	WATER METER
WTR	WATER
WV	WATER VALVE
XFMR	TRANSFORMER

GRAPHIC SCALE

(IN FEET)
1 inch = 10 ft.

LEGEND:

- BOUNDARY LINE
- CENTER LINE
- EASEMENT LINE
- FOUND MONUMENT
- HIGH VOLTAGE
- GAS
- WATER
- TELEPHONE
- SEWER
- STORM DRAIN
- TV CABLE
- ELECTRICAL
- STREET LIGHT
- IRRIGATION
- UNKNOWN
- AREA LIGHT
- FIRE HYDRANT
- FOUND MONUMENTION
- POWER POLE
- TRAFFIC SIGNAL
- SANITARY SEWER MANHOLE
- SIGN
- STORM DRAIN MANHOLE
- SURVEY CONTROL POINT
- WATER VALVE

SITE BENCH MARK:

POINT 2 AS SHOWN ON THIS MAP
MAG NAIL AND SHINER
ELEVATION: 98.94 FEET (ASSUMED DATUM)

BASIS OF BEARINGS:

NORTH 33°23'00" EAST, BEING THE BEARING OF SANTA CRUZ AVENUE AS SHOWN ON VOLUME 28 OF LLS MAPS AT PAGE 12-13.

UTILITY NOTE:

1. THE LOCATION OF UNDERGROUND UTILITIES ARE SHOWN TO THE EXTENT POSSIBLE AND ARE BASED ON OBSERVED SURFACE EVIDENCE.
2. CONTRACTORS AND OTHER PERFORMING WORK SHALL VERIFY THE EXACT LOCATION AND DEPTH OF ALL UNDERGROUND UTILITIES WITHIN CONSTRUCTION AREA.
3. SPRINKLER HEADS AND IRRIGATION LATERAL LINES ARE NOT SHOWN HEREON.
4. ADDITIONAL UNDETECTED UTILITIES MAY EXIST WITHIN THE LIMIT OF THIS SURVEY.
5. CALL UNDERGROUND SERVICE ALERT (USA) 48 HOURS PRIOR TO ANY UNDERGROUND WORK.

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TREE NOTE:

TREE TYPES AND SIZE ARE FOR INFORMATIONAL PURPOSES ONLY. ACTUAL TYPE OF TREE, TREE SHAPE, AND GROVE CONFIGURATION MAY VARY FROM ACTUAL FIELD CONDITIONS. NO WARRANTIES ARE IMPLIED IN REGARD TO TREE INFORMATION.

TITLE NOTE:

NO ABSTRACT OF TITLE, NOR TITLE COMMITMENT, OR RESULTS OF A TITLE SEARCH WERE FURNISHED TO CHAPPELL SURVEYING SERVICES. THERE MAY EXIST DOCUMENTS OF RECORD THAT MAY AFFECT THIS SURVEYED PARCEL.

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION.

Brett Chappell

BRETT J. CHAPPELL
PROFESSIONAL LAND SURVEYOR
LICENSE NUMBER 7547
EXPIRATION DATE: DECEMBER 31, 2015

4/20/2015
DATE:

LICENSED LAND SURVEYOR
BRETT J. CHAPPELL
Exp. 12-31-2015
No. 7547
STATE OF CALIFORNIA

CHAPPELL SURVEYING SERVICES
680 Ernest Way Oakdale, Ca. 95361
PHONE: (209) 845 9694 FAX: (209) 845 9654
survey@garlic.com
LAND SURVEYING • GEOGRAPHIC INFORMATION SYSTEMS

BOUNDARY AND TOPOGRAPHIC SURVEY
LANDS OF HENRY
605 COTTON STREET

CITY OF MENLO PARK — COUNTY OF SAN MATEO — STATE OF CALIFORNIA

Revisions	No.	Date 4/20/2015
		Scale 1"=10'
		Design BJC
		Drawn BJC
		Approved BJC
		Job No. 20140421

Drawing: 20140421P

1 OF 1

RECEIVED
SEP 21 2015
CITY OF MENLO PARK
PLANNING

18 September 2015

Menlo Park Planning Commission
701 Laurel Street
Menlo Park, CA 90425

To Whom It May Concern:

We are submitting an application for a use permit because the subject property at 605 Cotton Street is 72 feet wide rather than the minimum width of 80 feet, and the homeowners, Andrea and Brian Henry, would like to build a house on the property that can accommodate their growing family. They deeply and appreciate and enjoy the neighborhood, but the family has outgrown the one-story ranch house that is on the property.

We are proposing that the existing house be demolished and replaced with a two-story house with a basement. The square footage of the proposed house is 5,035sf with 3,715sf counting towards the FAL. The proposed design includes five bedrooms, three full bathrooms, and two powder rooms. It also offers enough storage space for a growing family with two to three children. The construction process will follow all recommendations from Menlo Park as well as the Cal Green Building Standards, which are measures good for the environment and which we fully support.

The architectural style of the proposed house is Northern California modern with rustic characteristics. There will be a shed roof in standing seam metal, painted stucco exterior finish on the walls most likely in an off-white color, anodized aluminum windows in a bronze color, and stained grey wood trim details. Any stone on the house or as paved groundcover will be in a natural neutral color, possibly in warm greys or sand colored. We would like to create a house with a quiet and warm presence on the street. The shape or volume of the proposed house steps and slopes towards the back of the house, which allows for a greater sense of openness at the front of the property. Like many Menlo Park homes, our intention with this proposed design is a house that is harmonious with its surrounding gardens and neighborhood. We envision the simple lines of the house in combination with trees and vibrant landscaping. The wood fence along the perimeter of the property is to remain, and any new gate and fence will be in wood and match the character of the existing fencing. The existing swimming pool on the property will remain, and we plan to maintain as much of the existing landscape as possible. We would like to keep the lush and green garden while adding drought-tolerant and environmentally-conscious plantings to fill in the areas that will be exposed with the demolition of the existing house, guesthouse and pool equipment enclosure. We are also interested in incorporating plants that are natural to the area.

The proposed house is situated on site to allow for a generous rear garden and follow the basic pattern of the existing streetscape. Most of the houses on the street are two-story houses, so the proposed design will match the scale of the neighborhood houses.

opq design tel.510.551.6224 email.peony@opq-design.com

E1

Andrea and Brian have spoken with six households of their surrounding neighbors and have met with general support for their proposed project. They've already received three letters of support which were included in the application package and hope to get one more. Though they did not request a letter from the neighbors immediately behind their property, they did speak with them and received verbal support for their project.

We appreciate your review of our proposed project and hope to receive your approval to move forward.

Regards,

Peony Quan
opq design

opq design tel.510.551.6224 email.peony@opq-design.com

E2

Kielty Arborist Services LLC

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

August 19, 2015 Revised October 21, 2015

Ms. Andrea Henry
605 Cotton
Menlo Park CA 94025

Site: 605 Cotton, Menlo Park, CA

Dear Ms. Henry,

As requested on Wednesday, August 19, 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 tree was 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). Each tree was given a condition rating for form and vitality. The trees' condition rating is based on 50 percent vitality and 50 percent form, using the following scale.

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

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

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
1	Maytens *(Maytenus boaria)*	10.1	55	25/20	Fair vigor, poor-fair form, codominant at 3 feet.
2	Privet *(Ligustrum japonicum)*	8.6	50	30/20	Poor to fair vigor, fair form, codominant at 5 feet.
3	Carolina cherry *(Prunus caroliniana)*	5.2	55	25/15	Good vigor, fair form, good screen.
4	Carolina cherry *(Prunus caroliniana)*	5.6	45	20/15	Poor-fair vigor, poor form, supported by
5	Raywood ash *(Fraxinus oxycarpa)*	14.8	60	30/35	Fair vigor, fair form, multi leader at 4 feet.
6	Pittosporum tobira *(Pittosporum tobira)*	20@base	65	30/25	Good vigor, poor-fair form, multi at base.
7X	Fruitless mulberry *(Morris alba)*	16.2	40	35/30	Good vigor, poor form, decay in trunk.
8X	Fruitless mulberry *(Morris alba)*	10.0	50	30/30	Fair vigor, poor form, bleeding canker on trunk.
9	Southern magnolia *(Magnolia grandiflora)*	10.7	70	25/25	Good vigor, good form.
10	Chinese pistache *(Pistachia chinensis)*	12.8	65	25/20	Good vigor, poor-fair form, poor crotch at 8 feet.
11X	Japanese maple *(Acer palmatum)*	8.7	50	10/10	Good vigor. Poor-fair form, verticilium wilt.
12X	Olive *(Olea europa)*	14.1	55	25/20	Poor-fair vigor, fair form, in raised planter.
13X	Chinese pistache *(Pistachia chinensis)*	6.8	40	40 20/20	Poor vigor, fair form, in severe decline.
14*	Birch *(Betula pendula)*	6est	55	30/15	Good vigor, fair form, 3 feet from fence line.

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
15*	Birch *(Betula pendula)*	5est	50	30/15	Good vigor, fair form, 1 foot from fence line.
16*	Birch *(Betula pendula)*	6est	55	30/15	Good vigor, fair form, 8 feet from fence line.
17*	Birch *(Betula pendula)*	5est	50	25/15	Good vigor, fair form, 3 feet from fence line.
18*	Birch *(Betula pendula)*	65est	55	30/15	Good vigor, fair form, 1 foot from fence line.
19*	Birch *(Betula pendula)*	5est	55	30/15	Good vigor, fair form, 2 feet from fence line.
20*	Birch *(Betula pendula)*	6est	55	30/15	Good vigor, fair form, 2 feet from fence line.
21*	Birch *(Betula pendula)*	6est	55	30/15	Good vigor, fair form, 4 feet from fence line.
22X	Pittosporum *(Pittosporum eugenioides)*	4.1	45	20/10	Good vigor, poor form, leans east, suppressed, supported by stake.
23X	Apricot *(Prunus armeniaca)*	4.6	45	15/10	Good vigor, poor form, multi leader at 4 feet, decay in trunk, topped in past.

*indicates neighbors tree X indicated removal is planned.

Summary:

The trees on site are a mix of imported trees (exotics), there are no native trees on site. The trees are in fair to good condition with no excellent trees. One heritage sized tree will be removed, fruitless mulberry tree #7. The mulberry is a poor specimen with a large decayed cavity on the trunk. The tree is poorly located between the two houses and the neighbor has concerns about future damages that the tree may cause.

Japanese maple tree #11 will be removed and replaced as it heavily decayed. This tree has also been radically topped.
Picture showing large topping cuts.

The remaining trees to be removed are all less than heritage size and do not contribute to the site. The trees to remain will only have minor impacts to their root zones. The following tree protection plan will help to minimize root damage lessening the impacts to the retained trees.

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 my 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 wooden fencing will suffice for the neighbor's trees.

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. Plywood over the top of the trench will also help protect exposed roots below.

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.

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

RECEIVED

SEP 17 2015

CITY OF MENLO PARK
PLANNING

Menlo Park Planning Commission
City Council Chambers
701 Laurel St
Menlo Park, CA 94025

Re: Application for Use Permit for 605 Cotton Street, Menlo Park, CA

Dear Planning Commission,

We live at 600 Cotton Street, Menlo Park, directly across the street the Henry family at 605 Cotton Street, Menlo Park. The Henrys have shared with us their plans for the new house they want to build on their property, and we are writing today to inform you that we are in support of their project.

Please let us know if you have any follow up questions.

Best,

Jung Choi and Bill Park

ALLEN A. RUDOLPH
593 COTTON STREET
MENLO PARK, CALIFORNIA 94025

RECEIVED
SEP 17 2015
CITY OF MENLO PARK
PLANNING

Dear Menlo Park Planning Commission,

My name is Allen Rudolph. My wife Pam and I live at 593 Cotton st. Our neighbors the Henry's live next door at 605 Cotton. Last week we met with them and reviewed the design of their new home. We want you to know that we support their project.

If you have any questions dont hesitate to contact me.

Sincerely

Allen Rudolph

G2

Menlo Park Planning Commission
City Council Chambers
701 Laurel St
Menlo Park, CA 94025

Re: Application for Use Permit for 605 Cotton Street, Menlo Park, CA

Dear Planning Commission,

We live at 650 Cotton Street, Menlo Park, across the street from the Henry Family at 605 Cotton Street, Menlo Park. The Henrys have shared with us their plans for the new house they want to build on their property, and we are writing today to inform you that we are in support of their project.

Please let us know if you have any follow up questions.

Best, Janet Moody
John McMurtry 650 Cotton St

STAFF REPORT

Planning Commission
Meeting Date: **2/8/2016**
Staff Report Number: **16-009-PC**

Public Hearing: **Use Permit/InVisage Technologies, Inc./990 Hamilton Avenue**

Recommendation

Staff recommends that the Planning Commission approve a request for a revision to a use permit, previously approved in July 2011, for the indoor storage and use of hazardous materials for the research and development (R&D) of novel semiconductor materials and devices at 990 Hamilton Avenue in the M-2 (General Industrial) zoning district. The recommended actions are contained within Attachment A.

Policy Issues

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

Background

Site location

The project site is an office and R&D building located at 990 Hamilton Avenue (formerly 978 Hamilton Avenue), within the Menlo Technology and Science Park (formerly known as AMB Willow Park). A location map is included as Attachment B. The business park was recently purchased by Peninsula Innovation Partners, LLC, a wholly owned subsidiary of Facebook, Inc. As part of a comprehensive address update for the business park conducted in September of 2010, the subject building was readdressed to 998 Hamilton Avenue and subsequently has been re-addressed 990 Hamilton Avenue. The adjacent suite within the building is currently vacant.

The adjacent parcels are also located in the M-2 zoning district, and primarily contain R&D, manufacturing, and office uses. Willow Road is located west of the subject site. The subject parcel is located approximately 500 feet from Mid-Peninsula High School at 1340 Willow Road, which is southwest of the project site, and is located approximately 800 feet from JobTrain, located at 1200 O'Brien Drive, which is southeast of the project site. In addition, a private Montessori preschool operates at 1215 O'Brien Drive, approximately 650 feet from the subject suite. The subject site is located approximately 700 feet from the nearest residences. The closest residential areas are located to the west on the west side of Willow Road and to the east and south in the City of East Palo Alto, along its border with Menlo Park (see Attachment B).

Analysis

Project description

The applicant is requesting a use permit revision for the storage and use of hazardous materials associated with its R&D operations. InVisage Technologies develops semiconductor devises as well as semiconductor materials for use in commercial and consumer device applications. The company has been located at the subject building since 2008, when it received its first use permit approval for the use and storage of hazardous materials. The Planning Commission approved that permit in October 2008. Subsequently, in July 2011, the company received Planning Commission approval of a use permit revision to modify the types and quantities of hazardous materials used and stored at the subject site. With its progress in operations, the company has determined that additional types and quantities of hazardous materials are necessary to continue to grow in Menlo Park, and to accommodate future growth. The applicant has submitted a project description letter that discusses the proposal in more detail (Attachment C).

Hazardous materials

Proposed hazardous materials include corrosives, combustible liquids, flammable liquids, flammable waste solids, oxidizers, toxics, pyrophorics, and cryogens. The project plans (Attachment D) provide the locations of chemical use and storage, as well as hazardous waste storage. In addition, the plans identify the location of safety equipment, such as fire extinguishers and emergency eyewash/shower stations. All hazardous materials would be used and stored inside of the building.

The Hazardous Materials Information Form (HMIF) for the project is provided as Attachment E. The HMIF contains a description of how hazardous materials are stored and handled on-site, including the storage of hazardous materials within fire-rated storage cabinets, segregated by hazard class. The applicant indicates that the storage areas would be monitored by lab staff and weekly documented inspections would be performed. The largest waste container would be a 55-gallon container, and all liquid wastes would be secondarily contained. A spill kit would be stored on-site. Licensed contractors are intended to be used to haul off and dispose of the hazardous waste. The HMIF includes a discussion of the applicant's intended training plan, which encompasses the handling of hazardous materials and waste, as well as how to respond in case of an emergency. The applicant indicates that the procedures for notifying emergency response personnel and outside agencies are kept in the site's emergency response plan. Given the proximity of the site to the Hetch Hetchy Right-Of-Way and pipeline, the San Francisco Public Utilities Commission would be included in the emergency contact list. A complete list of the types of chemicals is included in Attachment F.

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

Agency review

The Menlo Park Fire Protection District (MPFPD), City of Menlo Park Building Division, West Bay Sanitary District, and San Mateo County Environmental Health Services Division were contacted regarding the

proposed use and storage of hazardous materials on the project site. Each entity found the proposal to be in compliance with all applicable standards and approved or conditionally approved the proposal. Their correspondence has been included as Attachment G.

Correspondence

Staff has not received any items of correspondence on the proposed project.

Conclusion

Staff believes that the proposed use and quantities of hazardous materials would be compatible and consistent with other uses in this area. The HMIF and chemical inventory include a discussion of the applicant's training plan and protection measures in the event of an emergency. Relevant agencies have indicated their approval of the proposed hazardous materials uses on the property. The proposed use permit would allow an existing business to continue to grow in Menlo Park and would accommodate its future growth. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

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

Public Notice

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

Attachments

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

Report prepared by:
Kyle Perata, Senior Planner

Report reviewed by:
Thomas Rogers, Principal Planner

LOCATION: 990 Hamilton Avenue	**PROJECT NUMBER:** PLN2015-00116	**APPLICANT:** InVisage Technologies	**OWNER:** Peninsula Innovation Partners LLC

REQUEST: Use Permit Revision/InVisage Technologies/990 Hamilton Avenue: Request for a revision to a use permit, previously approved in July 2011, for the indoor storage and use of hazardous materials for the research and development of novel semiconductor materials and devices in the M-2 (General Industrial) zoning district.

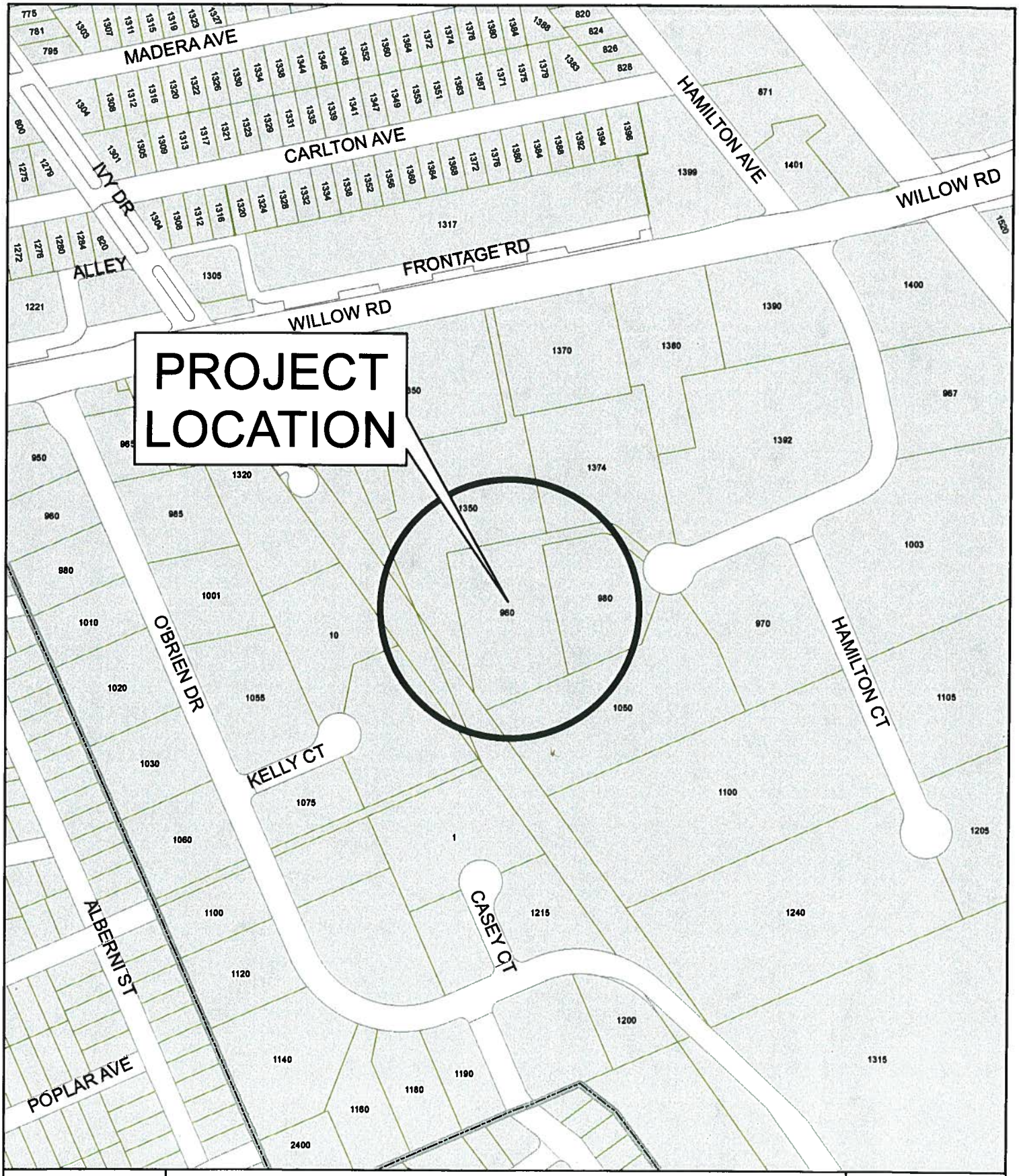
DECISION ENTITY: Planning Commission	**DATE:** February 8, 2016	**ACTION:** TBD

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

ACTION:

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current CEQA Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following ***standard*** conditions:
    a. Development of the project shall be substantially in conformance with the plans provided by Green Environment, Inc., consisting of five plan sheets, dated received January 28, 2016, and approved by the Planning Commission on February 8 2016 except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
    b. Prior to building permit issuance, the applicant shall comply with all sanitary district, Menlo Park Fire Protection District, and utility companies regulations that are directly applicable to the project.
    c. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
    d. If there is an increase in the quantity of hazardous materials on the project site, a change in the location of the storage of the hazardous materials, or the use of additional hazardous materials after this use permit is granted, the applicant shall apply for a revision to the use permit.
    e. Any citation or notification of violation by the Menlo Park Fire Protection District, San Mateo County Environmental Health Department, West Bay Sanitary District, Menlo Park Building Division or other agency having responsibility to assure public health and safety for the use of hazardous materials will be grounds for considering revocation of the use permit.
    f. If the business discontinues operations at the premises, the use permit for hazardous materials shall expire unless a new business submits a new hazardous materials business plan to the Planning Division for review by the applicable agencies to determine whether the new hazardous materials business plan is in substantial compliance with the use permit.

A1



CITY OF MENLO PARK

CITY OF MENLO PARK

LOCATION MAP

990 HAMILTON AVENUE

131

DRAWN: KTP CHECKED: KTP DATE: 2/08/16 SCALE: 1" = 300' SHEET: 1

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InVisage Technologies, Inc. Business Summary
February 2016

InVisage Technologies (InVisage) designs and develops novel semiconductor devices as well as novel semiconductor materials for use in commercial and consumer device applications. InVisage currently employs approximately 50 full time employees.

InVisage employs standard and custom semiconductor design tools as well as process design tools to generate product candidates for ultimate release into the market. Final mass production manufacturing will be located offshore with contract manufacturers. The key activities in InVisage's own labs center on Research and Development. Chemicals are used and stored in, and adjacent to, the labs. Small quantities of liquid and solid hazardous waste are generated in the labs and stored in the designated area(s) adjacent to the lab. Hazardous waste is disposed of at permitted sites as per California requirements. Liquid waste from glass washing is collected in drums and disposed of off-site by a licensed contractor.

The development of any of these products is expected to take at least 2 to 3 years. InVisage expects to rely on corporate partners (major semiconductor manufacturing and semiconductor chemical companies) for the manufacturing scale-up, commercial production and commercialization of its products.

No commercial production will take place at the 990 Hamilton Avenue facility.

InVisage applied for, and received, a Conditional Use Permit for the use and storage of hazardous materials at the site in October 2008. The permit was subsequently revised in 2011.

As operations have progressed, InVisage has determined that additional chemicals are necessary for the research to advance.

A comparison of previously approved chemical types with the current proposed inventory is included in this application.

C1

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BUILDING

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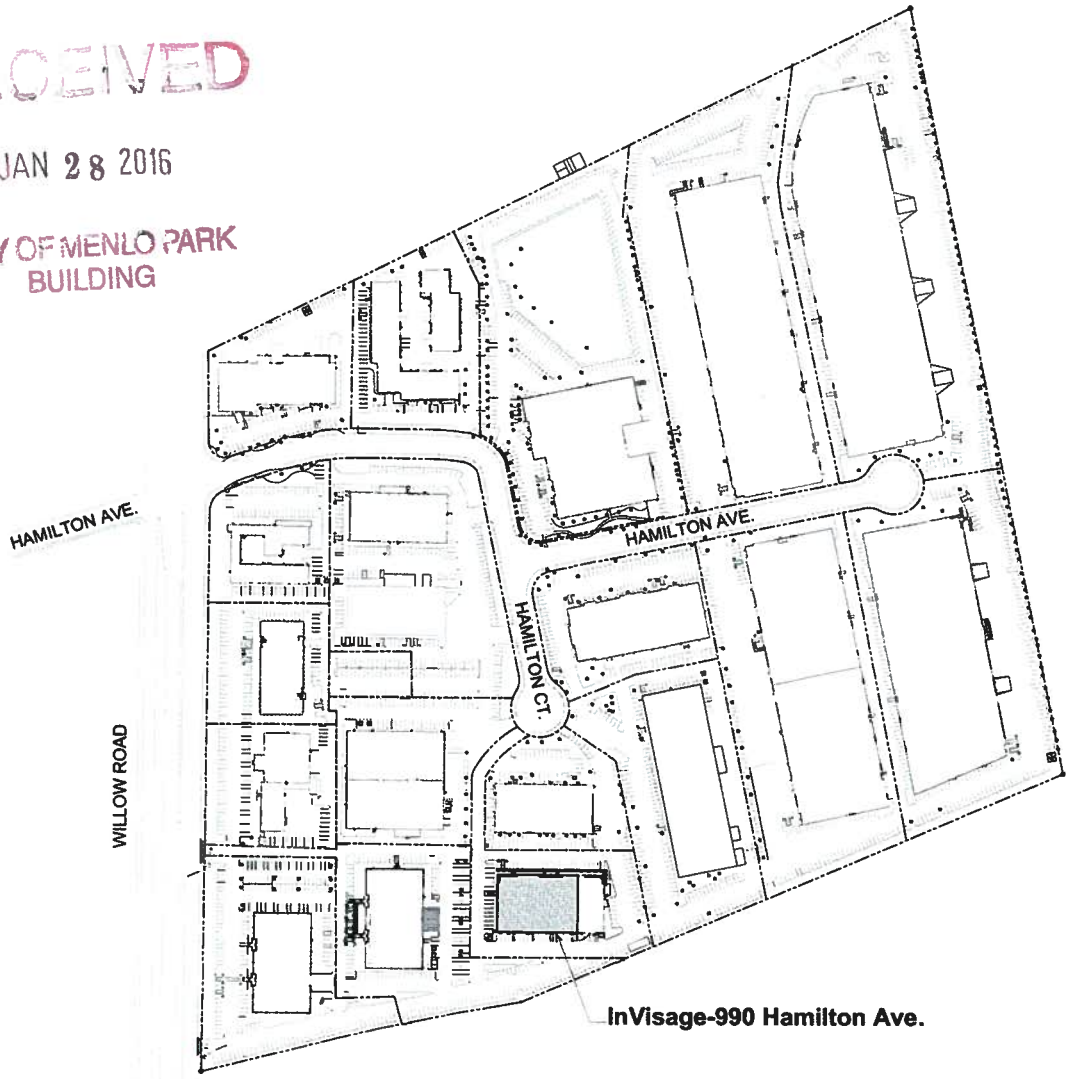


1 SITE PLAN
SCALE: 1"=100'-0"

Noted by GEI
11/19/15

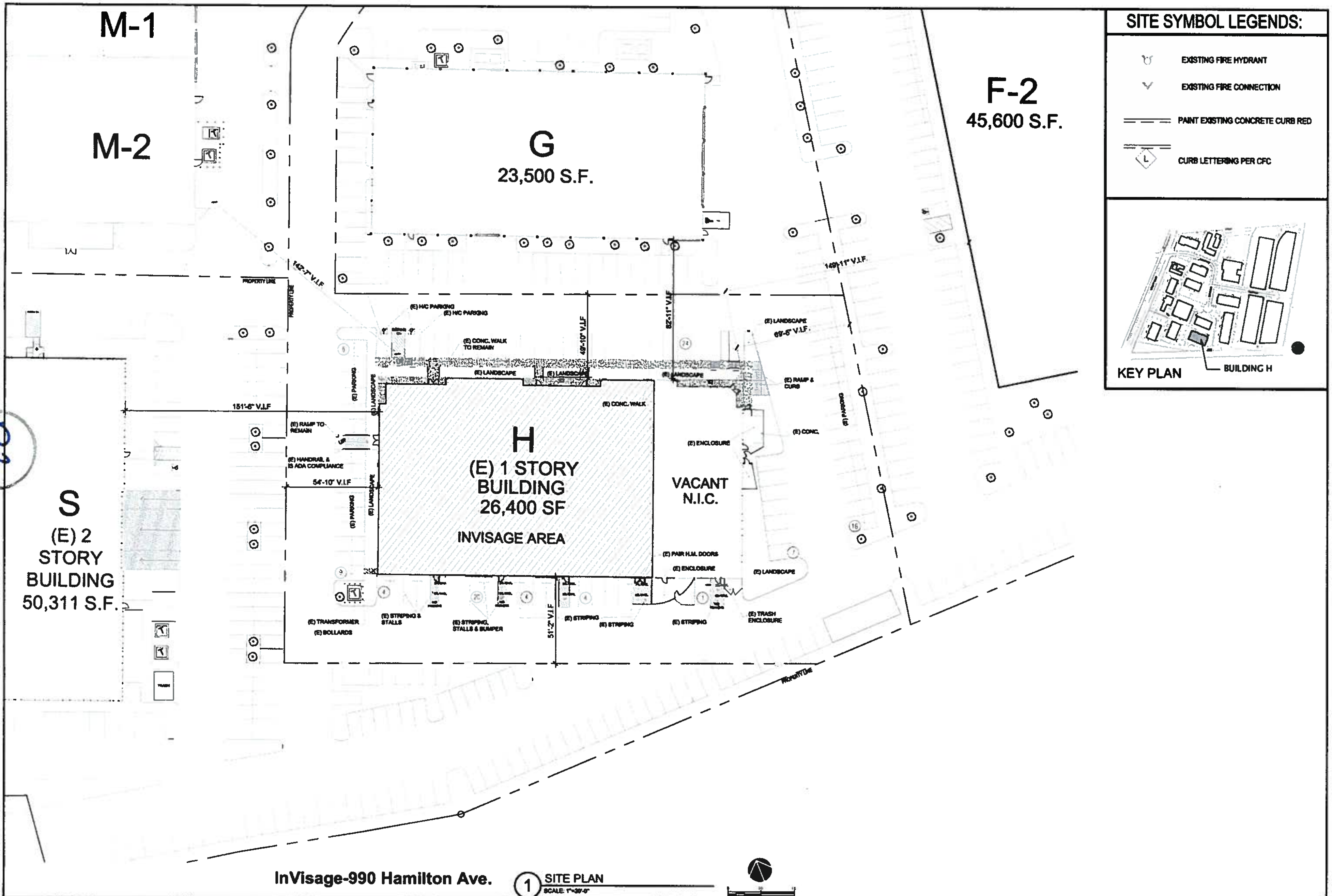
DENNIS KOBZA & ASSOCIATES, INC.
A.I.A.
ARCHITECT
3063 OLD MIDDLEFIELD WAY
MOUNTAIN VIEW, CA 94043
PHONE: 650-961-6103
FAX: 650-961-4639
E-MAIL: DKARCH@KOBZA.COM
WEB: WWW.KOBZA.COM
C-14075

REVISION 1 | REVISION 4
REVISION 2 | REVISION 5
REVISION 3 | REVISION 6

C.U.P. FOR
INVISAGE INC.
AMB Property Corporation
990 HAMILTON COURT
MENLO PARK, CA
SHEET TITLE
MASTER SITE PLAN

JOB NO. 09752
DATE 05.12.11
DRAWN BY JMM

SHEET NO. A-1.1



Noted by GEI
11/19/15

DENNIS KOBZA & ASSOCIATES, INC.
A.I.A.
ARCHITECT

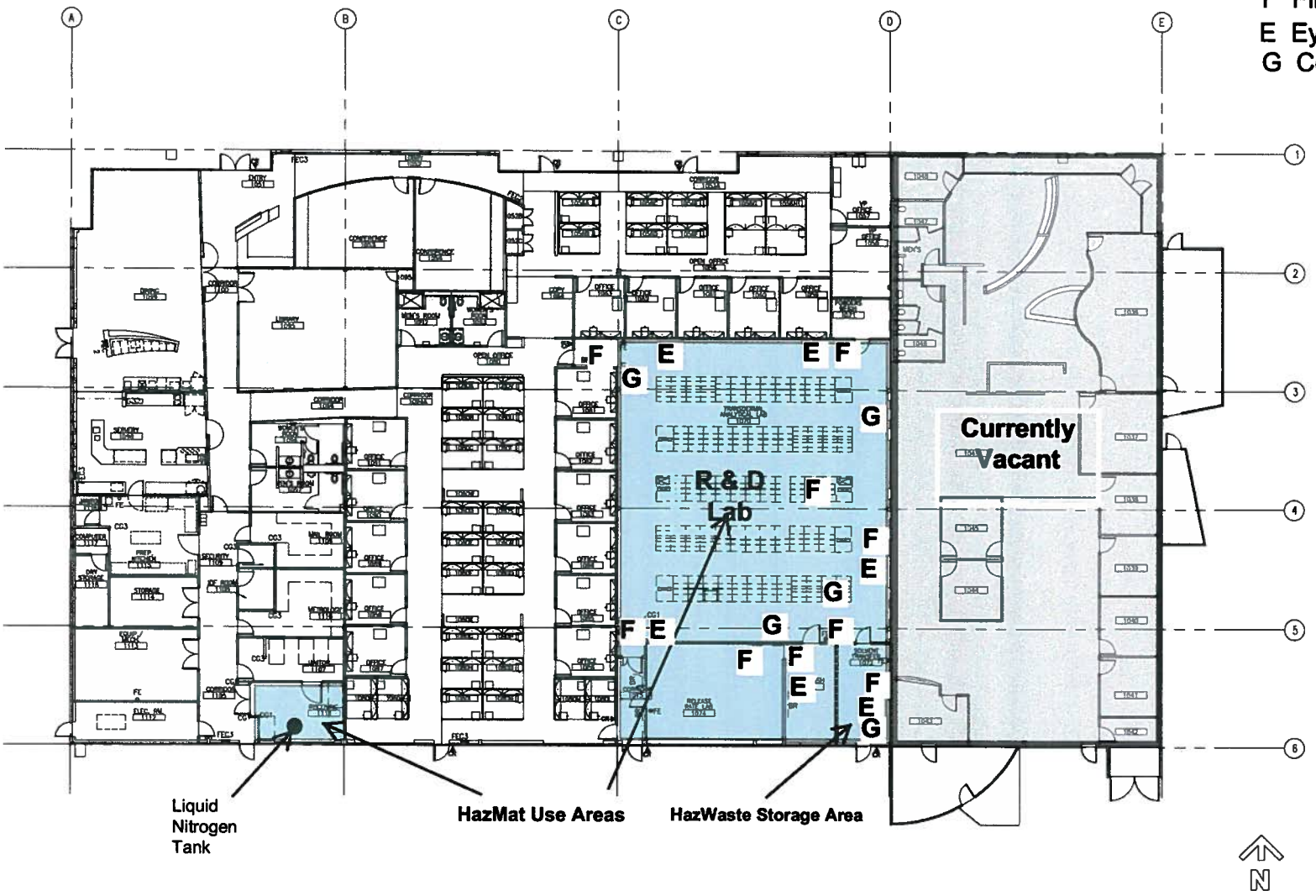
INVISAGE INC.

SITE PLAN

A-1

InVisage Technologies
990 Hamilton Court

F Fire Extinguisher
E Eyewash/shower
G Compressed gas

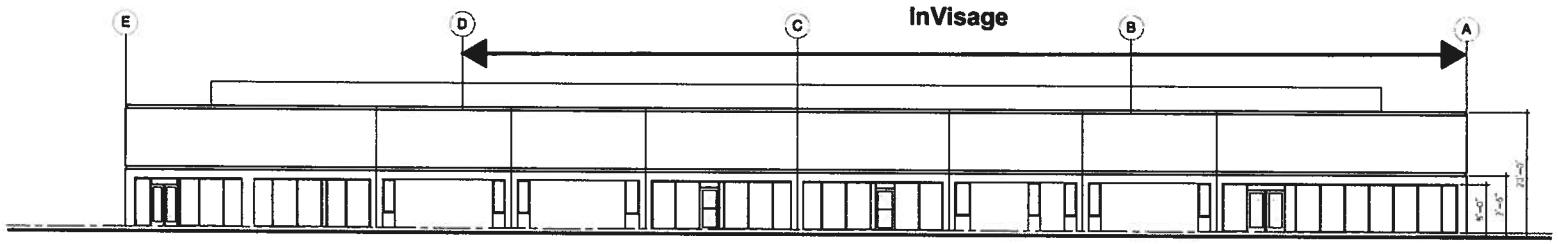


30

Dennis Kobza & Associates, Inc.
A.I.A. Architect

BLDG. MP1
FLOOR PLAN

F-1



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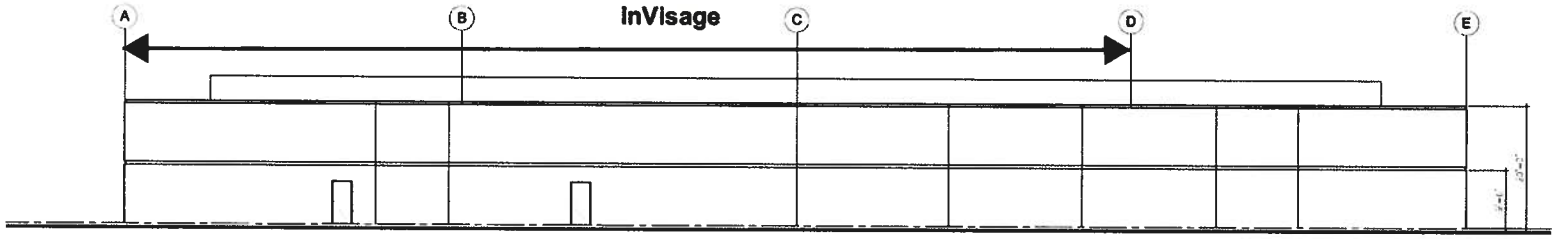

2 SOUTH ELEVATION
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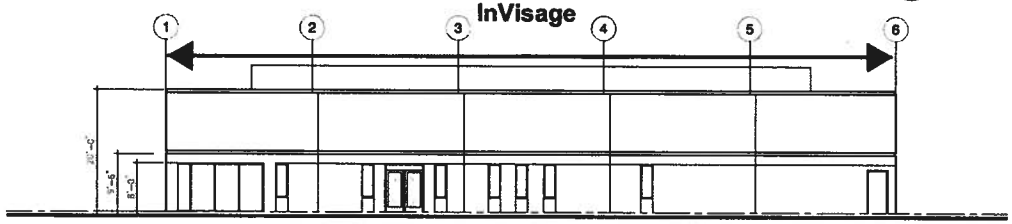

3 WEST ELEVATION
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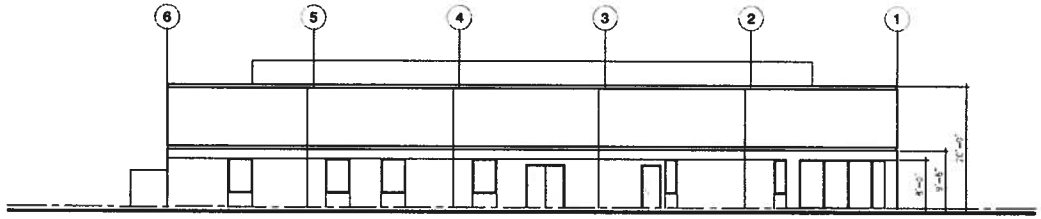

4 EAST ELEVATION
1/8"=1'-0"

EXISTING ELEVATIONS
NO WORK

For Reference Only
Noted by GEI
11/19/15

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C-4606

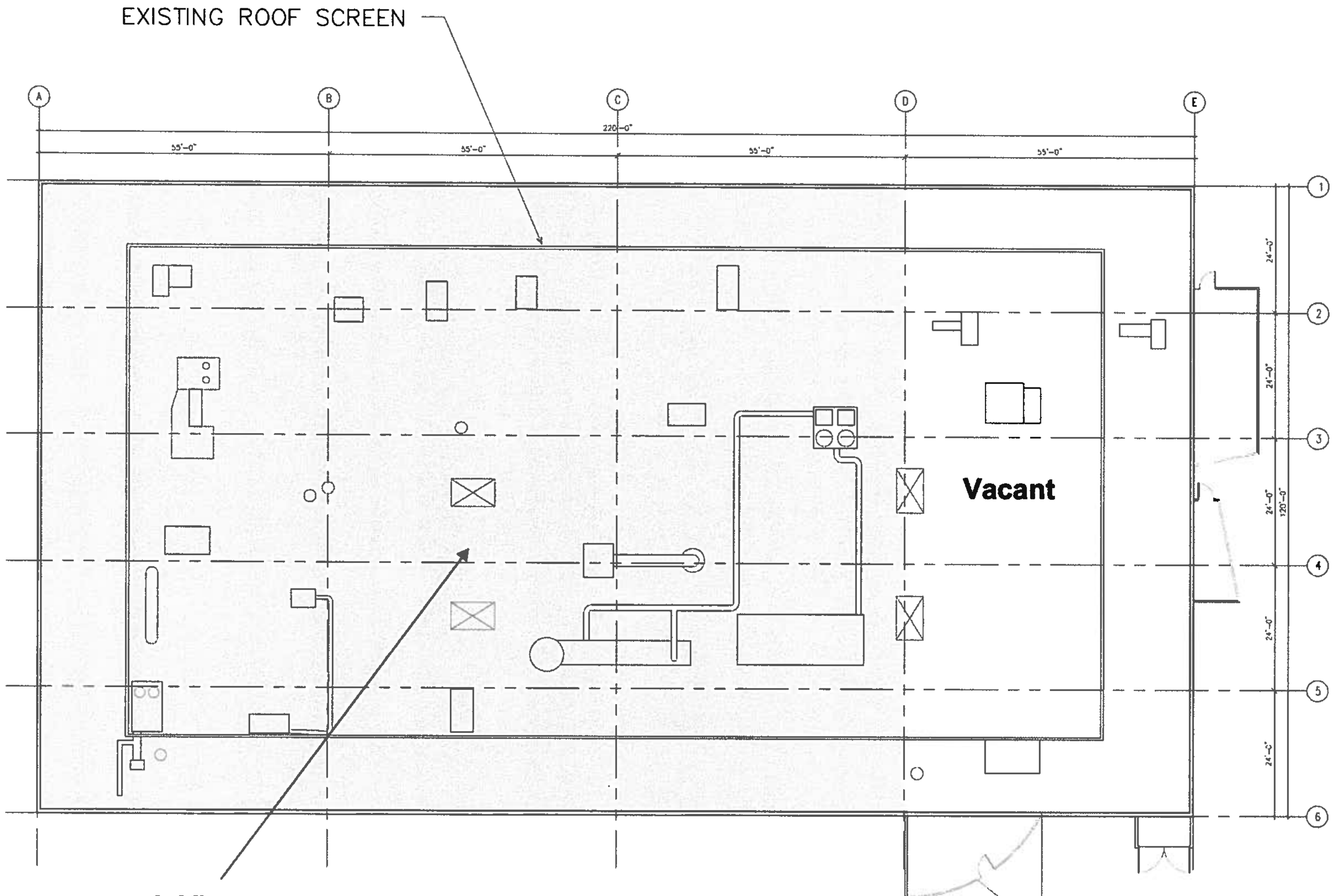
REVISION 1 | REVISION 4
REVISION 2 | REVISION 5
REVISION 3 | REVISION 6

CUP FOR
INVISAGE INC.
AMB Property Corporation
370 HAMILTON COURT
MENLO PARK, CA
SHEET TITLE
EXISTING ELEVATIONS

JOB NO 097.072
DATE 05.12.11
DRAWN BY JMM

SHEET NO. A-3

GD



1 ROOF PLAN
SCALE: 3/32"=1'-0"

ALL EQUIPMENT EXISTING TO REMAIN, NO WORK

FOR REFERENCE ONLY

For Reference Only
Noted by GEI
11/19/15

DENNIS KOBZA & ASSOCIATES, INC.
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FAX - 650-961-4630
C-4605

REVISION 1	REVISION 4	C.U.P. FOR: INVISAGE INC.	JOB NO. 097572	SHEET NO.
REVISION 2	REVISION 5	MENLO PARK, CA	DATE 05.12.11	A-6
REVISION 3	REVISION 6	SHEET TITLE EXISTING ROOF PLAN	DRAWN BY	

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

HAZARDOUS MATERIALS INFORMATION FORM

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

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

   Please see attached spreadsheet.

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

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

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

   The largest waste container will be 55-gallon capacity. All liquid wastes are secondarily contained, and a Spill Kit is stored on site.

E1

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

   Licensed waste haulers are used.

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

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

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

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

   All training is documented, and training records are kept by the Manager responsible for safety issues, currently David Jones.

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

   The procedures for notifying emergency response personnel and outside agencies are contained in the site's written emergency response plan. This plan describes various emergency scenarios and specifically who to call and how to respond, internally and in conjunction with responding agencies. Agencies listed will include SFPUC,due to site's proximity to water transmission pipelines.

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

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

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

   Stanford Hospital, Palo Alto

InVisage Technologies, Inc. Chemical Inventory

Chemical	Primary Hazard	Secondary Hazard	2011 CUP (gal or lbs)	Projected Quantity 2016	Largest Container in gallons or lbs
4-Aminothiophenol	Corr		0.0026	0.0026	0.0600
4-chlorobenzenethiol	Corr		0.0013	0.0013	0.0600
Ammonium hydroxide	Corr		1.1300	1.1300	1.0000
aqua regia	Corr		0.0132	0.0132	0.0600
copper (I) phenylacetylide	Corr		0.0003	0.0003	0.0600
cyclopentadienyl titanium trichloride	Corr		0.0003	0.0003	0.0600
EKC6500 photoresist stripper	Corr		0.9987	0.9987	1.0000
Ethanolamine - org base move to corr (sep from inorg)	Corr		0.2642	0.2642	0.3000
hydrochloric acid	Corr		10.0000	10.0000	1.0000
Hydrofluoric acid	Corr	WR1, toxic	0.3000	0.3000	0.3000
Masterbond EP30-2 Part A	Corr		0.1321	0.1321	0.2000
Masterbond EP30-2 Part B	Corr		0.0264	0.0264	0.0600
methanesulfonic acid	Corr		0.2642	0.2642	0.3000
Nitric Acid	Corr	OX 2	10.0000	10.0000	1.0000
Nitrosonium tetrafluoroborate	Corr		0.0013	0.0013	0.0600
Organo silane (3-aminopropyltriethoxy silane)	Corr		0.2000	0.2000	0.1000
pentamethylcyclopentadienyltitaniumtrichloride	Corr		0.0003	0.0003	0.0600
Phenylphosphinic acid	Corr		0.0264	0.0264	0.0600
Phenylphosphonic acid 99%	Corr		0.0661	0.0661	0.1000
phenyltrichlorosilane	Corr		0.0264	0.0264	0.0600
Phosphoric Acid	Corr		0.6605	0.6605	1.0000
Potassium Hydroxide	Corr solid	WR1, toxic	10 lb	10 lb	1 lb
Silver hexofluorophosphate	Corr		0.0021	0.0021	0.0600
Silver tetrafluoroborate	Corr		0.0066	0.0066	0.0600
Sodium Hypochlorite Solution (bleach)	Corr		1.0568	1.0568	1.0000
sodium sulfide	Corr		0.0132	0.0132	0.0600
sulfuric acid	Corr	WR2, tox, OX 1	0.6605	0.6605	1.0000
tetrapropylammonium hydroxide	Corr		0.0264	0.0264	0.0600
Waste - Hydrochloric acid/Nitric Acid	Corr	OX 2	45.0000	60.0000	20.0000
zinc chloride, anhydrous, powder	Corr		0.0013	0.0013	0.0600
			Total Corrosive Solids	*10*	*lb*
			Total Corrosive Liquids	*167*	*gal*
			Total Corrosive Liquids including secondary hazards	*168*	*gal*
Chloroform	Irritant	Carcinogen	15 gal	40	10.0000
4-fluorothiophenol	Comb II		1	1	0.0600
2-ethoxyethanol	Comb II		1	1	0.3000
cyclohexanone	Comb II	toxic	2	2	0.3000
Decane, anhydrous, ≥99%	Comb II		1	1	0.3000
Mesitylene	Comb II		0.0792	0	0.0600
N,N-Dimethylformamide	Comb II		0.0264	0	0.0600
1-octanethiol	Comb IIIA		0.0066	0	0.0600
2-thiophenethiol	Comb IIIA		1	1	0.0600
Phenylethyl mercaptan	Comb IIIA		1	1	0.0600
1-decanethiol	Comb IIIB		0.0132	0	0.0600
1-Dodecanethiol	Comb IIIB		1	1	0.3000
1-methyl-2-pyrrolidone	Comb IIIB		1	1	1.0000
2-cyanoethyltriethoxysilane	Comb IIIB		0.0066	0	0.0600

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InVisage Technologies, Inc. Chemical Inventory

Chemical	Primary Hazard	Secondary Hazard	2011 CUP (gal or lbs)	Projected Quantity 2016	Largest Container in gallons or lbs
2-(4-pyridyl ethyl)triethoxysilane	Comb IIIB	corrosive	0.0079	0	0.0600
3-mercaptopropyltrimethoxysilane	Comb IIIB		0.0792	0	0.0600
4-tert-butylthiophenol 97%	Comb IIIB		1	1	0.0600
dimethylsulfoxide	Comb IIIB		2	2	0.1000
Dodecane, anhydrous, ≥99%	Comb IIIB		2	2	0.0600
dodecanethiol	Comb IIIB		1	1	0.5000
Dodecanethiol-purified	Comb IIIB		1	1	0.0600
	Total Combustible II Liquids			*5.11*	
	Total Combustible IIIA Liquids			*2.01*	
	Total Combustible IIIB Liquids			*9.11*	
Ethanethiol	FL IA		0.1849	0.1849	0.2000
pentane	FL IA		0.2642	0.2642	0.3000
1 butanethiol	FL IB		0.0396	0.0396	0.0600
1-Pentanethiol	FL IB		1.0000	1.0000	0.0600
1-propanethiol	FL IB	corrosive	0.1057	0.1057	0.0600
2-butanone	FL IB	toxic	1.3210	1.3210	0.3000
2-propene-1-thiol	FL IB		0.0066	0.0066	0.0600
acetone	FL IB		10.0000	55.0000	13.0000
acetonitrile	FL IB		10.00	40.00	10.00
ActiveINK-n1200	FL IB		0.0026	0.0000	0.0000
ActiveINK-p1100	FL IB		0.0264	0.0000	0.0000
ActiveINK-p1200	FL IB		0.0264	0.0000	0.0000
bis(3-triethoxysilyl)propyl)-disulfide	FL IB		0.0264	0.0264	0.0600
Borane pyridine complex	FL IB	toxic	0.0264	0.0264	0.0600
Carbon disulfide	FL IB		0.0264	0.0264	0.0600
CdS/PbS core shell dots in solvent	FL IB		0.0106	0.0106	0.0600
CdS400 lumidots in toluene	FL IB		0.0026	0.0026	0.0600
CdS420 lumidots in toluene	FL IB		0.0026	0.0026	0.0600
CdSe/ZnS core shell Evidots in toluene	FL IB		0.0011	0.0011	0.0600
Colloidal graphite in isopropyl alcohol	FL IB		0.0159	0.0159	0.0600
Decanethiol functionalized silver nanoparticles	FL IB		0.0066	0.0066	0.0600
diethylaminotrimethylsilane	FL IB	corrosive	0.0132	0.0132	0.0600
Ethanol	FL IB		15.00	15.0000	5.30
Flowable oxide FOx 14	FL IB		0.0528	0.0528	0.0600
heptane	FL IB		0.2642	0.2642	0.3000
Hexamethyldisilazane	FL IB	toxic	0.1849	0.1849	0.2000
hexane	FL IB		1.5000	1.5000	0.3000
isopropyl alcohol	FL IB		70.00	26.0000	13.00
Liquid Waste	FL IB		60.00	60.0000	55.00
methanol	FL IB		10.00	10.0000	1.06
Octane	FL IB		10.00	40.0000	13.00
Organo titanium (tetrakis(diethylamino) titanium)	FL IB	corrosive	0.20	0.2000	0.10
OrmoComp	FL IB		0.0264	0.0000	0.0000
OrmoThin	FL IB		0.3963	0.0000	0.0000
PbS Evidots in toluene	FL IB		0.01	0.0053	0.06
PbS in solvent	FL IB		3.00	3.0000	0.30
Pyridine	FL IB	corrosive	0.55	0.5548	0.30
Tetrahydrofuran	FL IB		4.23	4.2272	1.06

InVisage Technologies, Inc. Chemical Inventory

Chemical	Primary Hazard	Secondary Hazard	2011 CUP (gal or lbs)	Projected Quantity 2016	Largest Container in gallons or lbs
TM-Trial	FL IB		0.0528	0.0000	0.0000
TM-Trial2	FL IB		0.0264	0.0000	0.0000
Toluene	FL IB		10.00	40.0000	13.00
1 hexanethiol	FL IC	toxic	1.0013	1.0013	0.0600
1-hexanethiol purified	FL IC	toxic	0.0528	0.0528	0.0600
2-butanol	FL IC		0.0264	0.0264	0.0600
Ammonium Sulphide	FL IC	corrosive	0.0264	0.0264	0.0600
Chlorobenzene	FL IC		0.1321	0.1321	0.2000
		Total Flammable 1A Liquids		*0.45*	
		Total Flammable 1B Liquids		*298.59*	
		Total Flammable 1C Liquids		*1.24*	
Waste solids	Flamm		400 lb	400 lb	55.00
		Total Flammable Waste Solids		*400 lb*	
Hydrogen Peroxide 30% in water	OX 2	Corr, UR 1	2.0264	2.0264	1.0000
Bismuth (III) nitrate pentahydrate 99.999%	OX 2		0.0198	0.0198	0.0066
Copper (II) nitrate Trihydrate	OX 2	corrosive	0.0661	0.0661	0.0661
		Total Oxidizers		*2.11*	
Fluoromethane	Flam gas		30	30	15
Hydrogen	Flam gas		0	400	200
Hydrogen sulphide	Flam gas	toxic	1	200	1
Boron trichloride	highly toxic	corrosive	30	0	0
Argon	NFG		750	750	250
Forming Gas (4% H2 in N2)	NFG		750	750	250
Helium	NFG		750	750	250
Nitrogen	NFG		2760	2760	337
Zero Air	NFG		630	630	210
Oxygen	OX		750	750	250
5% silane in argon	Pyrophoric		30	30	15
		Total Corrosive gases		*0*	
		Total Flammable gases		*630*	
		Total Oxidizing gases		*750*	
		Total Pyrophoric gases		*30*	
		Total Toxic gases		*200*	
		Total Highly Toxic gases		*0*	
		Total Inert Compressed Gases		*5640*	
Liquid nitrogen	Cryogenic		720	833	833
carbon dioxide	Cryogenic		120	120	60
		Total Cryogens		*953*	

InVisage Technologies, Inc. Chemical Inventory

Chemical	Primary Hazard	Secondary Hazard	2011 CUP (gal or lbs)	Projected Quantity 2016	Largest Container in gallons or lbs
Benzyl mercaptan	Toxic		0.1000	0.1000	0.10
butylamine	Toxic		0.2500	0.2500	0.30
Cadmium Sulphate	Toxic		0.0250	0.0250	0.06
Cadmium Sulphate Hydrate	Toxic		0.0250	0.0250	0.06
Calcium acetylacetonate Hydrate 99.95%	Toxic		0.0500	0.0500	0.06
Carbon disulfide	Toxic		0.1000	0.1000	0.10
CdS/CdTe Vive dots in water	Toxic		0.0004	0.0004	0.06
Hexamethyldisilathaine	Toxic		0.13	0.1300	0.06
lead oxide	Toxic		20.00	40.0000	5.00
Molybdenum (VI) Oxide	Toxic		0.0050	0.0050	0.06
Thiophenol	Toxic		0.0100	0.0100	0.06
Toluene-2,4 dithiol	Toxic		0.0010	0.0010	0.06
		Total Toxics in lbs		*40.70*	
		Total Toxics including secondary hazards in lbs		*100*	
Organo aluminum (trimethyl aluminum)	Pyrophoric	corrosive	0.20	0.20	0.10
Organo zinc (diethyl zinc)	Pyrophoric	Irritant	0.20	0.20	0.10
Trichlorosilane	Pyrophoric		0.0013	0.00	0.06
trioctylphosphine	Pyrophoric		0.0066	0.01	0.06
		Total Pyrophorics	0.21 gal	0.41	

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

AGENCY REFERRAL FORM
RETURN DUE DATE: Monday, January 18, 2016

DATE: January 4, 2016

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

Applicant	InVisage Technologies, Inc.
Applicant's Address	990 Hamilton Avenue, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-508-8018 (Ellen Ackerman, EHS Consultant)
Contact Person	Ellen Ackerman
Business Name	InVisage Technologies, Inc.
Type of Business	Design and development of novel semiconductor devices as well as semiconductor materials for use in commercial and consumer device applications. Please note: the company received a use permit revision from the City of Menlo Park in 2011 and an original use permit from the City in 2008 to use and store hazardous materials. At this time, the applicant is requesting a revision to modify the amounts and types of chemicals stored and used on-site.
Project Address	990 Hamilton Avenue, Menlo Park, CA 94025

FOR OFFICE USE ONLY

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

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

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

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

Signature/Date	Name/Title (printed)
1-20-16	Gordon Simpkinson / Contract Fire Inspector

Comments: NO EXTRAORDINARY HAZARDS. OCCUPANT WILL CONTINUE TO BE SUBJECT TO ANNUAL FIRE DEPT. PERMIT AND INSPECTION REQUIREMENTS.

G1

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

AGENCY REFERRAL FORM
RETURN DUE DATE: Monday, January 18, 2016

DATE: January 4, 2016

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

Applicant	InVisage Technologies, Inc.
Applicant's Address	990 Hamilton Avenue, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-508-8018 (Ellen Ackerman, EHS Consultant)
Contact Person	Ellen Ackerman
Business Name	InVisage Technologies, Inc.
Type of Business	Design and development of novel semiconductor devices as well as semiconductor materials for use in commercial and consumer device applications. Please note: the company received a use permit revision from the City of Menlo Park in 2011 and an original use permit from the City in 2008 to use and store hazardous materials. At this time, the applicant is requesting a revision to modify the amounts and types of chemicals stored and used on-site.
Project Address	990 Hamilton Avenue, Menlo Park, CA 94025

FOR OFFICE USE ONLY

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

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

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

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

Signature/Date ~~Darrell A.~~ Cullen Digitally signed by Darrell A. Cullen DN: cn=Darrell A. Cullen, o=Environmental Health Services, ou=San Mateo County, email=dacullen@smcgov.org, c=US Date: 2016.01.13 08:00:05 -08'00'	Name/Title (printed)
Comments: Submit an electronic HMBP to the County and register.	

G2

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

AGENCY REFERRAL FORM

DATE: **January 18th, 2016**

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

Applicant	InVisage Technologies, Inc.
Applicant's Address	990 Hamilton Avenue, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-508-8018 (Consultant, see below)
Contact Person	Ellen Ackerman of Green Environment (650- 508-8018)
Business Name	InVisage Technologies, Inc.
Type of Business	Design and development of novel semiconductor devices as well as semiconductor materials for use in commercial and consumer device applications. Please note: the company received a use permit revision from the City of Menlo Park in 2011 and an original use permit from the City in 2008 to use and store hazardous materials. At this time, the applicant is requesting a revision to modify the amounts and types of chemicals stored and used on-site.
Project Address	1140 O'Brien Drive, Suite A, Menlo Park

FOR OFFICE USE ONLY

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

✓ The Sanitary District has reviewed the applicant's proposed plans and use of listed hazardous materials/chemicals and has found that the proposal meets all applicable Code requirements.

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

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

Signature/Date	Name/Title (printed)
[signature]	District Manager

Comments:

G3

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

AGENCY REFERRAL FORM
RETURN DUE DATE: Monday, January 18, 2016

DATE: January 4, 2016

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

Applicant	InVisage Technologies, Inc.
Applicant's Address	990 Hamilton Avenue, Menlo Park, CA 94025
Telephone/FAX	Tel: 650-508-8018 (Ellen Ackerman, EHS Consultant)
Contact Person	Ellen Ackerman
Business Name	InVisage Technologies, Inc.
Type of Business	Design and development of novel semiconductor devices as well as semiconductor materials for use in commercial and consumer device applications. Please note: the company received a use permit revision from the City of Menlo Park in 2011 and an original use permit from the City in 2008 to use and store hazardous materials. At this time, the applicant is requesting a revision to modify the amounts and types of chemicals stored and used on-site.
Project Address	990 Hamilton Avenue, Menlo Park, CA 94025

FOR OFFICE USE ONLY

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

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

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

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

Signature/Date	Name/Title (printed)
Ron LaFrance 1/28/16	Ron LaFrance, Building Official

Comments:

G4

STAFF REPORT

Planning Commission
Meeting Date: **2/8/2016**
Staff Report Number: **16-007-PC**

Public Hearing: **Use Permit/Henry Riggs/210 McKendry Drive**

Recommendation

Staff recommends that the Planning Commission approve a request for a use permit to add a second floor and conduct interior modifications to a single-family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The proposal would also exceed 50 percent of the existing floor area and is considered equivalent to a new structure. The subject parcel is located on a substandard lot in the R-1-U (Single-Family Urban) zoning district, at 210 McKendry Drive. The recommended actions are contained within Attachment A.

Policy Issues

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

Background

Site location

The subject site is located at 210 McKendry Drive, near the intersection of McKendry Drive and Robin Way. A location map is included as Attachment B. The subject parcel is surrounded on all sides by single-family homes that are also in the R-1-U zoning district. Although the majority of homes along McKendry Drive are one-story, there are several two-story homes on the street.

Analysis

Project description

The existing residence is considered to be a legal non-conforming structure, with a right side setback of 4.7 feet where a minimum of 5.5 feet is required. This non-conformity extends along the depth of the house. The proposal includes the addition of a second floor, as well as interior modifications, that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period, as discussed in the Valuation section. The subject parcel's width, depth and area fall below the respective minimums for the R-1-U zoning district, making the parcel substandard for the purposes of a two-story development. The proposal would exceed 50 percent of the existing floor area and is considered equivalent to a new structure.

The proposed residence would have a floor area of 2,250.5 square feet where 2,800 square feet is the floor area limit (FAL) and a building coverage of 31.1 percent where 35 percent is the maximum permitted. The FAL total includes a number of double-height and attic areas, as noted on the sections. The residence

would have three bedrooms and two bathrooms, with two bedrooms and one bathroom on the first floor, and one bedroom and one bathroom on the second floor.

The house is proposed to be 24.1 feet in height, below the maximum permissible height of 28 feet. A data table summarizing parcel and project attributes is included as Attachment C. The project plans, and the applicant's project description letter and summary of public outreach, are included as Attachments D and E, respectively.

Design and materials

The exterior finish would be a sand finish cement plaster, and the roofing would be asphalt shingle, with both the exterior finish and the roofing matching the existing residence. The architect describes the addition as maintaining the country style of the residence with an integrated high roof, a front porch and a flat dormer.

The second floor would be set in along the front and right elevations. The proposal would comply with the daylight plane, with one intrusion which may be permitted on lots less than 10,000 square feet in size. The right side gable would intrude into the daylight plane 3.5 feet where 8.3 feet is the maximum permitted intrusion when the required side yard setback is 5.5 feet. The length of the gable intrusion into the daylight plane would be 12 feet where 30 feet is the maximum permitted. The casement windows would be simulated true divided light windows. Only one second floor window is located on each side elevation. The second floor window on the left side would have a sill height of 2.8 feet and the second floor window on the right side would have a sill height of 3.2 feet. Two skylights are proposed.

Although the project would be a two-story residence, the applicant has set the second floor in along the front and right elevations. In addition, the second floor would be limited in size, at 582.1 square feet of usable area.

Valuation

To calculate the replacement and new construction costs on which the 50 percent limit 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 $251,713, meaning that the applicant would be allowed to propose new construction and remodeling at the site totaling less than $125,856 in any 12-month period. (In this case, the applicant would still be required to obtain a use permit for additions that include a second floor on a structure that is considered equivalent to a new structure on a substandard lot.) The City has determined that the value of the proposed work would be $196,600. Based on this estimate, the project requires use permit approval by the Planning Commission, both for the addition of a second floor to a structure that is considered equivalent to a new structure on a substandard lot and for exceeding 50 percent of the replacement cost.

Flood zone

The subject property is located within the "AE" zone established by the Federal Emergency Management Agency (FEMA). Within this zone, flood proofing techniques are required for new construction and substantial improvements of existing structures. The proposed project is considered a substantial improvement under FEMA regulations, and the applicant is proposing to raise the house to comply with the required flood proofing. Stated in general terms, for the proposed foundation type, the bottom of the floor joist must be built at or above the base flood elevation for this site. Sheet 8 of the plan set shows the base flood elevation (50.0 feet) in relation to the existing average natural grade (approximately 49.4 feet) and the finished floor (50.7 feet). The Public Works Department has reviewed and tentatively approved the proposal for compliance with FEMA regulations.

Trees and landscaping

The applicant has submitted an arborist report (Attachment F) detailing the species, size and conditions of the trees on or near the site. As part of the initial project review, the arborist report was enhanced with additional analysis and specificity. A heritage London plane street tree (tree #1) is located near the front, right corner of the property, and a heritage liquidambar street tree (tree #2) is located near the front, left corner of the property. A heritage Douglas fir tree (tree #3) is located on the left side of the property, near the existing porch. A small number of limbs may need to be removed from this tree to facilitate construction of the second floor. Excavation required for the underpinning of the existing foundation to support the second floor would be dug by hand under the drip line of the Douglas fir tree. The arborist report indicates that roots under the foundation are likely to be minimal as the existing foundation acts as a root barrier, and the overall impacts of the project to this tree are expected to be minor.

As noted earlier, the applicant is proposing to raise the house to comply with FEMA regulations; however, the arborist report indicates that this process is not expected to impact any tree roots. No trees are proposed for removal. The proposed site improvements should not adversely affect any of the trees as tree protection measures will be ensured through recommended condition 3g.

Parking and circulation

The existing house was originally built with only one required off-street parking space in the existing one-car garage. As a result, the building is considered legal non-conforming in terms of parking and the right side setback. This type of nonconformity may be permitted to remain as part of an expansion/remodeling project. For the subject property, the existing building footprint, which would be retained, effectively limits the potential to bring the parking into full compliance. The existing driveway would continue to provide unofficial parking spaces within the front setback, which would not meet the off-street parking requirement but which would provide some flexibility.

Correspondence

Staff received a letter (Attachment G) from the property owners to the right of the subject property stating that they support the project including the right side setbacks. As noted earlier, Attachment E describes the applicant's own outreach.

Conclusion

Staff believes the scale, materials, and style of the proposed residence are compatible with the neighborhood. Although the project would be a two-story residence, the applicant has set the second floor in along the front and right elevations, and the second level would be limited in size. Although the majority of homes along McKendry Drive are one-story, there are several two-story homes on the street. 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:
Corinna Sandmeier, Associate Planner

Report reviewed by:
Thomas Rogers, Principal Planner

LOCATION: 210 McKendry Drive	**PROJECT NUMBER:** PLN2015-00097	**APPLICANT:** Henry Riggs	**OWNER:** Deborah Wachs and Andrew Barnes

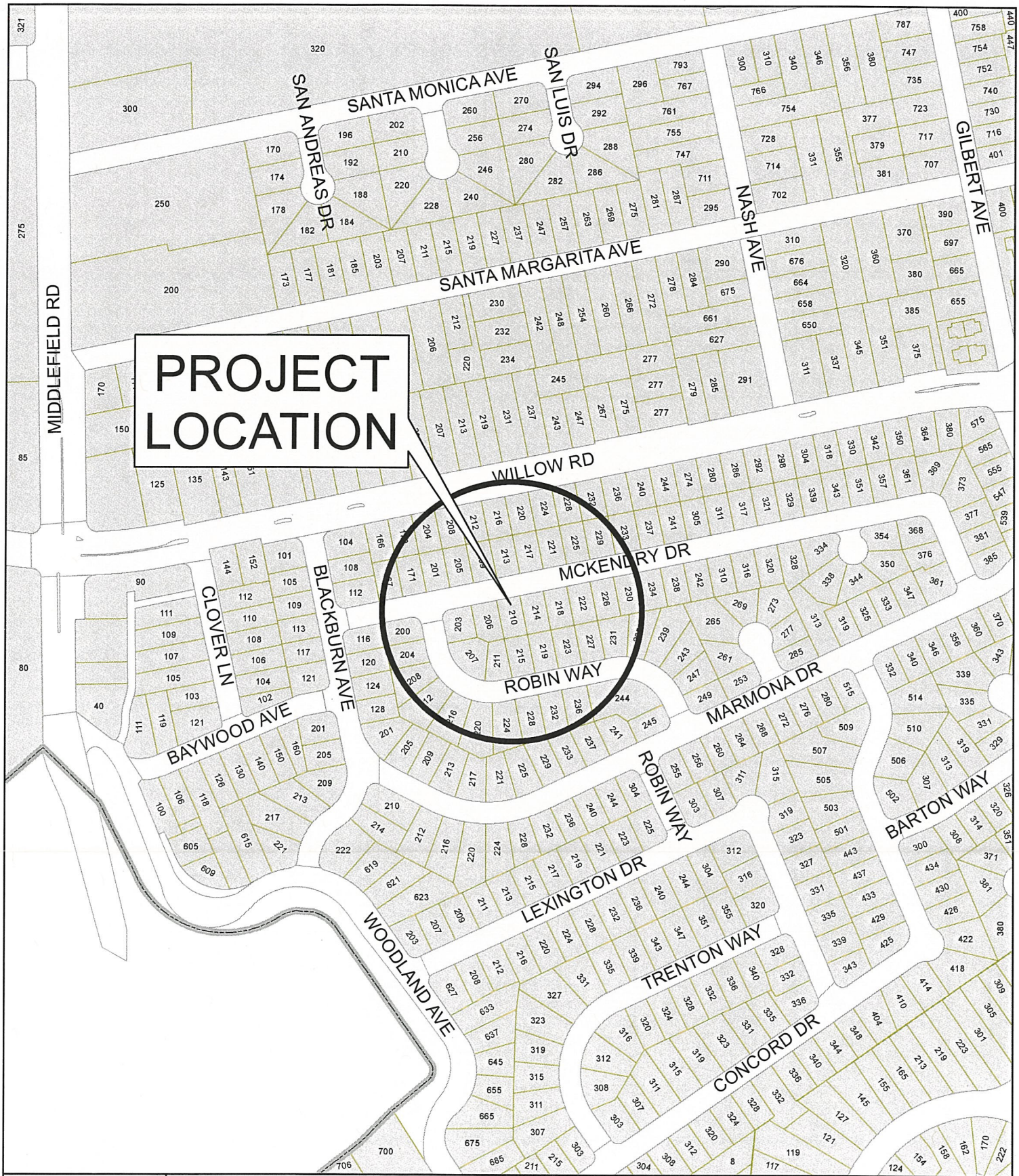
REQUEST: Request for a use permit to add a second floor and conduct interior modifications to a single-family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The proposal would also exceed 50 percent of the existing floor area and is considered equivalent to a new structure. The subject parcel is located on a substandard lot in the R-1-U (Single-Family Urban) zoning district.

DECISION ENTITY: Planning Commission	**DATE:** February 8, 2016	**ACTION:** TBD

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

ACTION:

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following ***standard*** conditions:
    a. Development of the project shall be substantially in conformance with the plans prepared by Henry L. Riggs, consisting of 9 plan sheets, dated received January 28, 2016, and approved by the Planning Commission on February 8, 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

210 MCKENDRY DRIVE

DRAWN: TAS CHECKED: CDS DATE: 2/8/16 SCALE: 1" = 300' SHEET: 1

B-1

210 McKendry Drive – Attachment C: Data Table

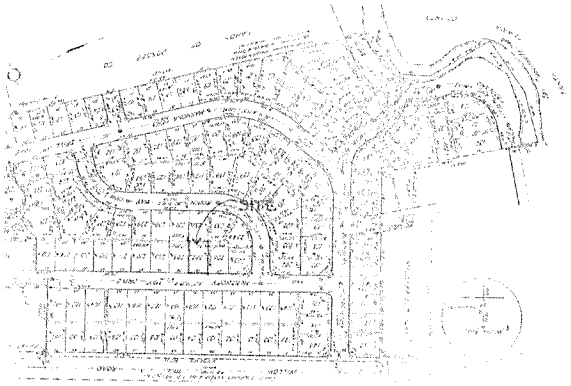
	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	5,005.0 sf	5,005.0 sf	7,000.0 sf min.
Lot width	55.0 ft.	55.0 ft.	65.0 ft. min.
Lot depth	91.0 ft.	91.0 ft.	100.0 ft. min.
Setbacks			
Front	24.8 ft.	24.8 ft.	20.0 ft. min.
Rear	21.0 ft.	21.0 ft.	20.0 ft. min.
Side (left)	14.0 ft.	14.0 ft.	5.5 ft. min.
Side (right)	4.7 ft.	4.7 ft.	5.5 ft. min.
Building coverage	1,557.8 sf 31.1 %	1,557.8 sf 31.1 %	1,751.8 sf max. 35.0 % max.
FAL (Floor Area Limit)	2,250.5 sf	1,441.8 sf	2,800.0 sf max.
Square footage by floor	1,159.9 sf/1st floor 582.1 sf/2nd floor 143.3 area > 12' 83.3 attic > 5' 281.9 sf/garage 116.0 sf/porch	1,159.9 sf/1st floor 281.9 sf/garage 116.0 sf/porch	
Square footage of buildings	2,366.5 sf	1,557.8 sf	
Building height	24.1 ft.	15.8 ft.	28.0 ft. max.
Parking	1 covered	1 covered	1 covered/1 uncovered

Note: Areas shown highlighted indicate a nonconforming or substandard situation.

Trees			
Heritage trees: 3*	Non-Heritage trees: 3**	New Trees: 0	
Heritage trees proposed for removal: 0	Non-Heritage trees proposed for removal: 0	Total Number of Trees: 6	

* Two of the heritage trees are street trees located in front of the subject property

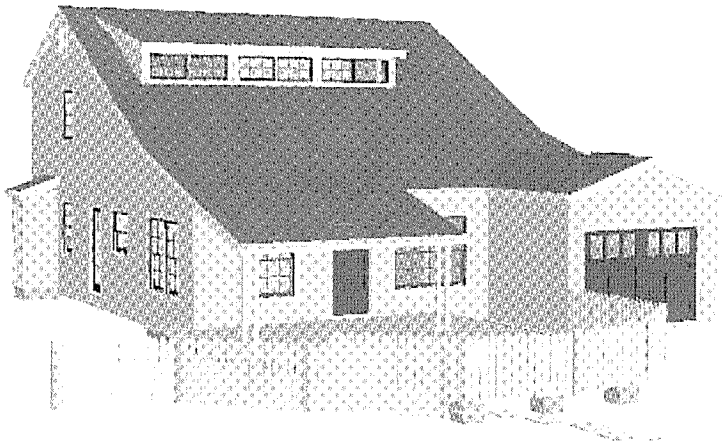
** Two of the non-heritage trees are located on the property to the rear of the subject property



VICINITY MAP

N

1-0



DRAWINGS INDEX

PROJECT SUMMARY

Project scope:	remodel and addition
Zoning:	R1U
Flood Zone:	AE
Construction:	Type 5B wood frame
Occupancy:	R3/U
Building Code:	2013 CRC, CPC, CMC, CEC, Energy, CGBSC
Lot area:	5,006 s.f.
Existing floor area:	1442 s.f. + 133 high ceiling area
Added floor area:	582 s.f.
Covered porch:	116 s.f. (not in FAL)
Area remodeled:	529 s.f.
New floor area:	2251 s.f.
Allowable FAL:	2800 s.f.
Driveway and walks:	460 s.f.
Landscape area:	2988 s.f
Existing lot coverage:	1558 s.f.
New lot coverage:	1558 s.f.
Coverage Ratio	31.1%
Fire Sprinklers:	No
Parking:	(1) 9x18 in exist. garage + tandem uncovered

NOTE: (3) TREES ADJACENT TO THE PROJECT (ONE AT THE LEFT PROPERTY LINE, TWO AT THE FRONT PROPERTY LINE) ARE HERITAGE TREES. THESE MUST BE PROTECTED FROM CONSTRUCTION IMPACTS, AND NO MORE THAN 25% OF THE CANOPIES MAY BE PRUNED.

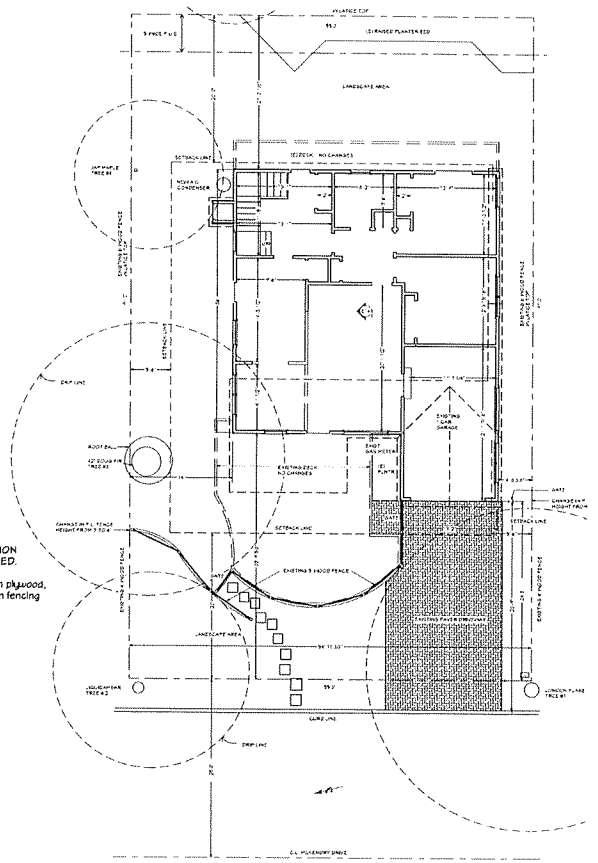
The City Arborist requests the use of four to six inch wood chips covered with plywood, as specified in Arborist Report, be expanded to the area within tree protection fencing and to the edge of dripline to the extent possible.

ENGINEERING DEPT. NOTES

All existing frontage improvements that are damaged, cracked, uplifted or depressed during the course of construction, or that were damaged prior to construction, shall be removed, replaced and/or repaired. Replaced and repaired sections shall meet City standards along the entire property frontage. City will not bear the costs of reconstruction.

All frontage improvement work shall be in accordance with the latest version of the City Standard Details.

A separate encroachment permit is required for any work within the public right of way. The applicant/contractor shall obtain the permit from the City's Engineering Division prior to start of any work within the City's right-of-way or public easement areas. The applicant shall obtain permits from utility companies prior to applying for City encroachment permit. To view encroachment permit requirements please visit the City's website at: http://www.menlopark.org/202/Encroachment-Permits



PLOT PLAN

1/8" = 1'-0"

REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Henry L Riggs, AIA
650 327 6198
hlriggs@comcast.net

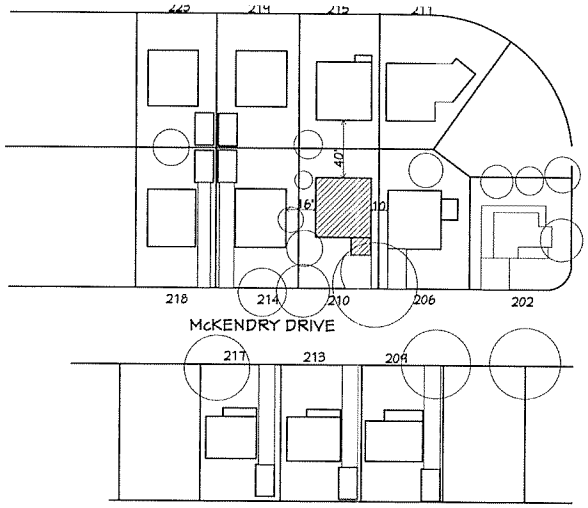
WACHS / BARNES
ADDITION
210 McKendry Drive

PROJECT INFO

DATE:
1/27/16

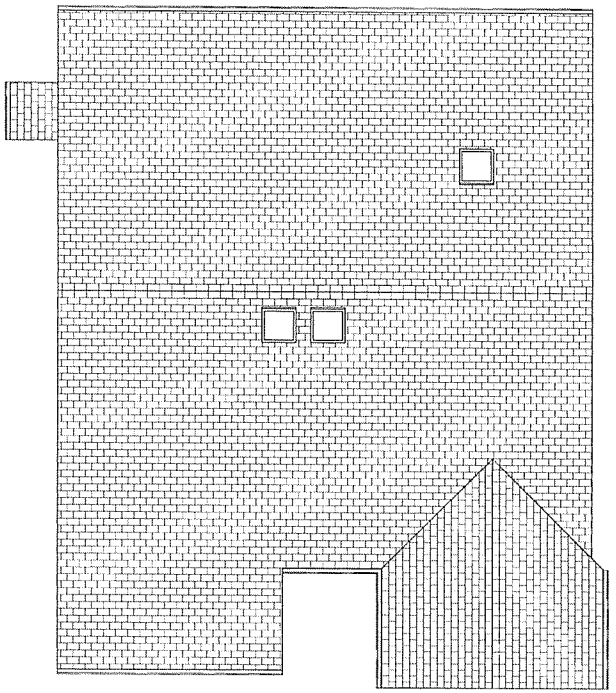
SCALE:

SHEET:
1



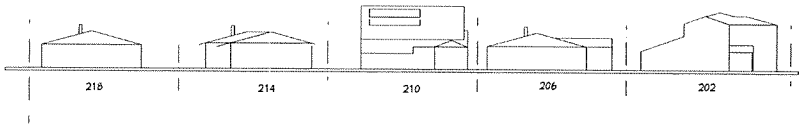
N

AREA PLAN
1" = 40'



EXISTING ROOF PLAN
SEE SHEET 3 1/4" = 1'-0"

N



STREETSCAPE
1"= 20'

0-2

REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Henry L Riggs, AIA
650 327 6198
hlriggs@comcast.net

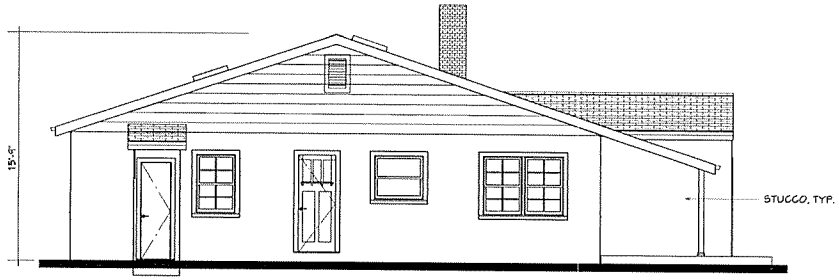
WACHS / BARNES
ADDITION
210 McKendry Drive

AREA PLAN
STREETSCAPE

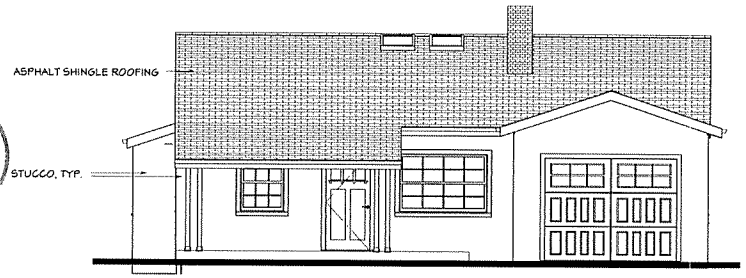
DATE:
1/27/16

SCALE:

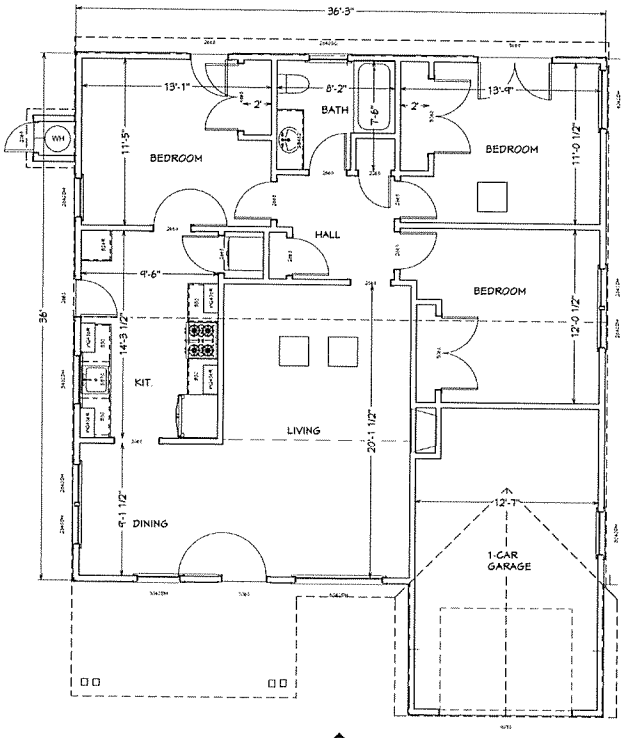
SHEET:
2



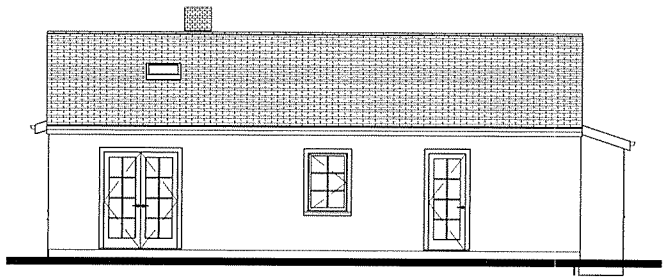
LEFT SIDE (NORTH)



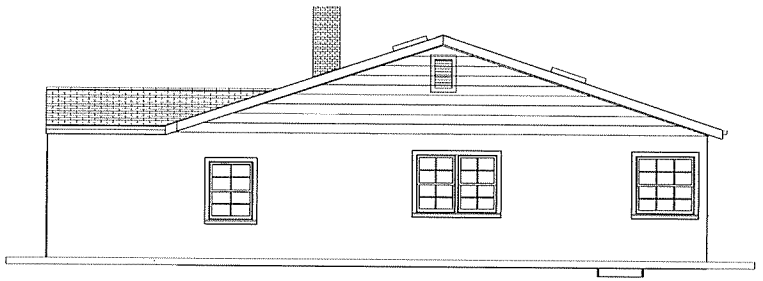
FRONT (WEST)



EXISTING PLAN



REAR (EAST)



RIGHT SIDE (SOUTH)

D-3

REVISION TABLE		
NUMBER	DATE	DESCRIPTION

Henry L Riggs, AIA
650 327 6198
hlriggs@comcast.net

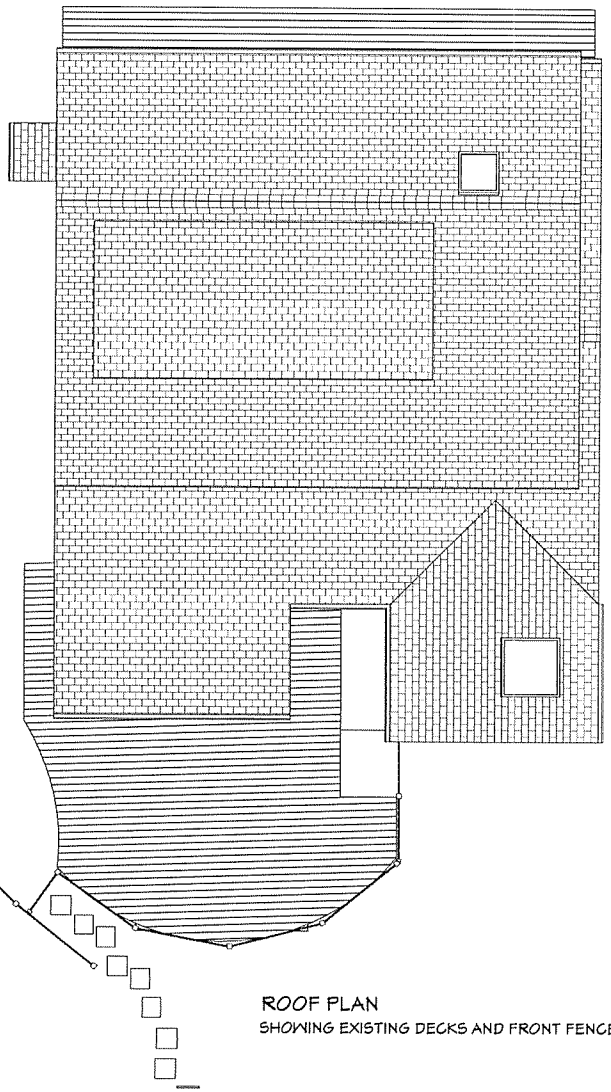
WACHS / BARNES
ADDITION
210 McKendry Drive

EXISTING PLAN
AND ELEAVTIONS

DATE:
1/27/16

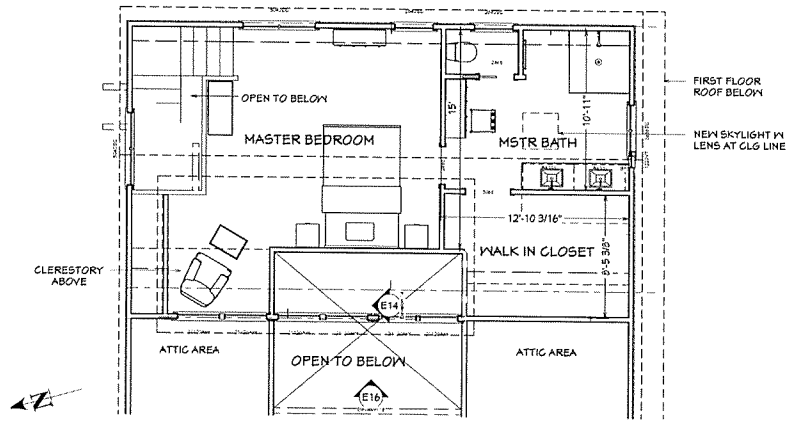
SCALE:
1/4" = 1'-0"

SHEET:
3

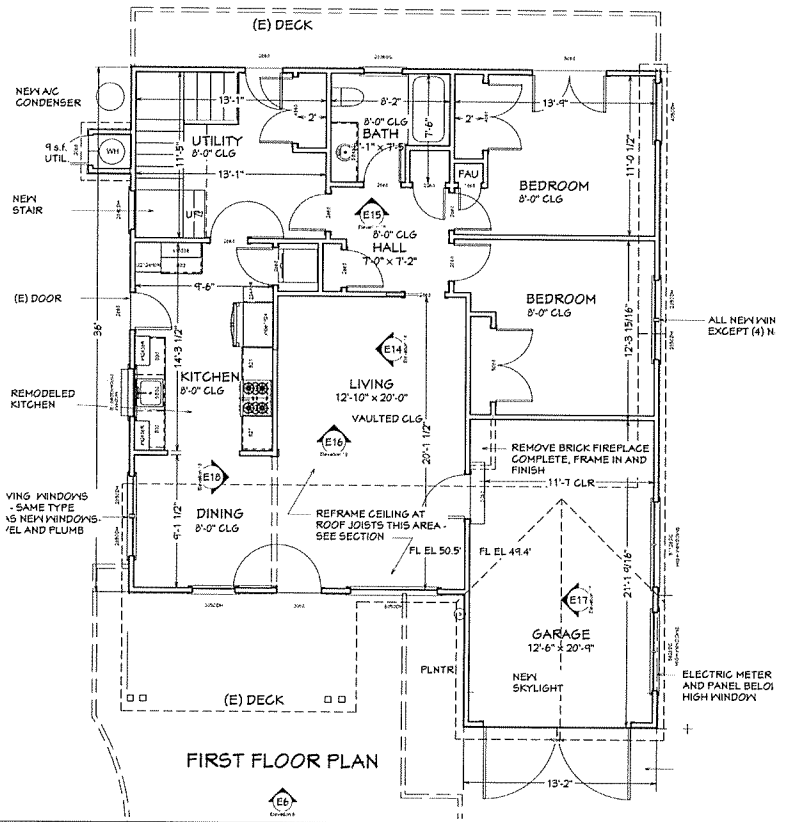


ROOF PLAN

SHOWING EXISTING DECKS AND FRONT FENCE



SECOND FLOOR PLAN



FIRST FLOOR PLAN

REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Henry L Riggs, AIA
650 327 6198
hlriggs@comcast.net

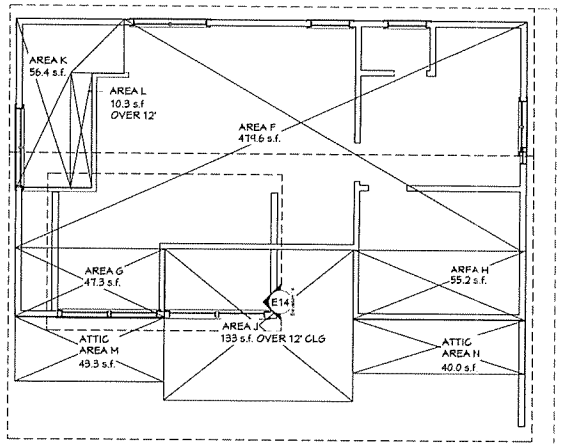
WACHS / BARNES
ADDITION
210 McKendry Drive

PROPOSED PLAN

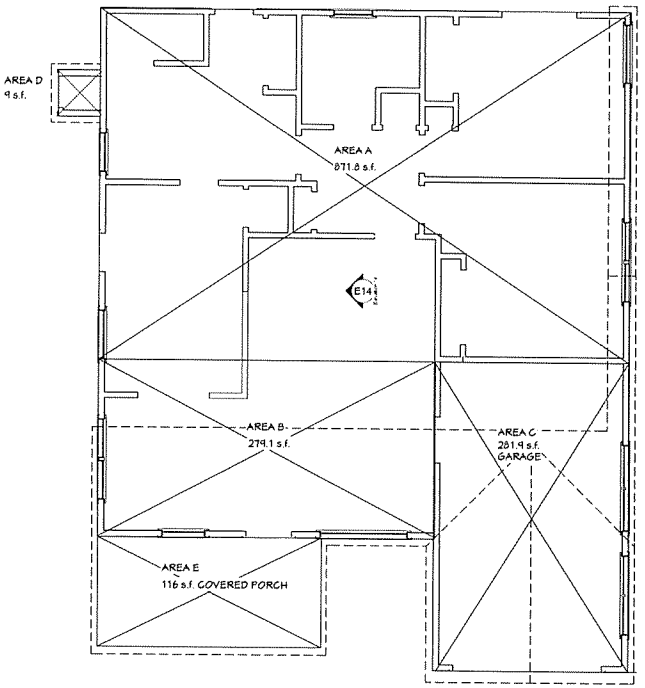
DATE:
1/27/16

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

SHEET:
4



SECOND FLOOR



FIRST FLOOR

AREA CALCULATION

FLOOR	SPACE	S.F.	NOTE	TOTAL
1ST	A	871.8		1442.0
	B	279.1		
	C	281.9	GARAGE	
	D	9.0	WATERHEATER	
	E	116.0	PORCH (not in FAL)	
2ND	F	479.6		808.7
	G	47.3		
	H	55.2		
	J	133.0	(E)HIGH CLG AREA	
	K	56.4	STAIR (not counted)	
	L	10.3	(N)HIGH CLG AREA	
	M	43.3	ATTIC OVER 5'	
	N	40.0	ATTIC OVER 5'	
TOTAL S.F.				2250.7

USE PERMIT TRIGGER:
AREA REMODELED AND ADDED

	ROOM	S.F.
	BEDROOM	135
	KITCHEN	133
	LR	261
REMODEL		529
(E)HOUSE	incl. porch	1558
S.F.ADDED		809

COVERAGE CALCULATION

FLOOR	SPACE	S.F.	NOTE	TOTAL
1ST	A	871.8		1557.8 s.f.
	B	279.1		
	C	281.9	GARAGE	
	D	9.0	WATERHEATER	
	E	116.0	PORCH	
COVERAGE				31.1 %

S-0

REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Henry L Riggs, AIA
650 327 6196
hlriggs@comcast.net

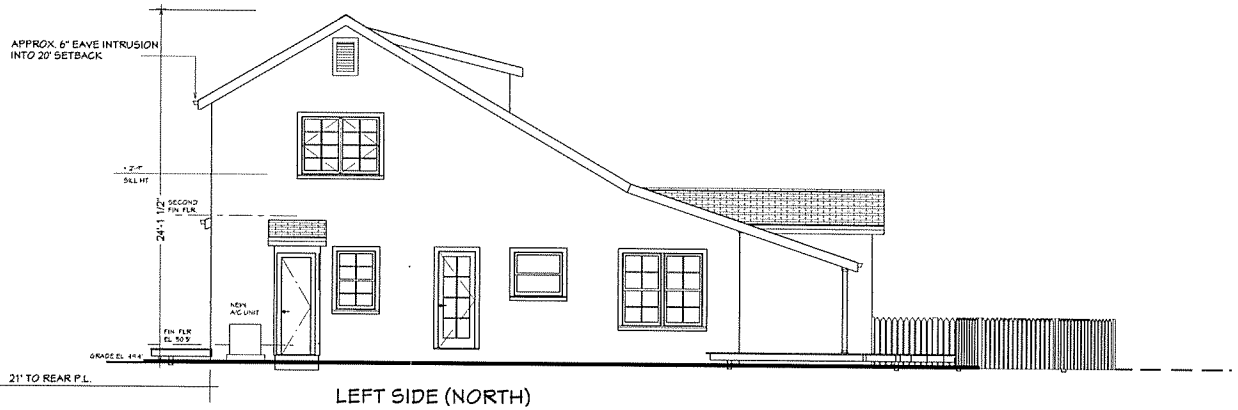
WACHS / BARNES
ADDITION
210 McKendry Drive

FLOOR AREA CALCULATIONS

DATE:
1/27/16

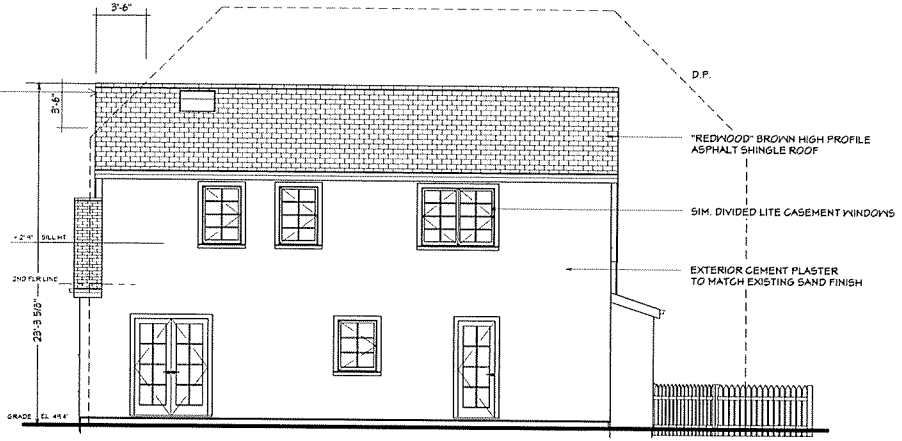
SCALE:
1/4" = 1'-0"

SHEET:
5

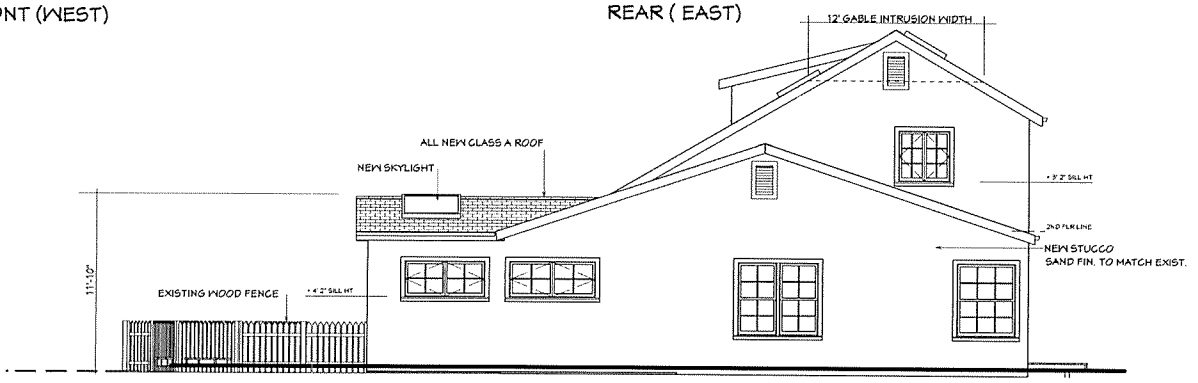


LEFT SIDE (NORTH)

FRONT (WEST)



REAR (EAST)



RIGHT SIDE (SOUTH)

REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Henry L Riggs, AIA
650 327 6196
hlriggs@comcast.net

WACHS / BARNES
ADDITION
210 McKendry Drive

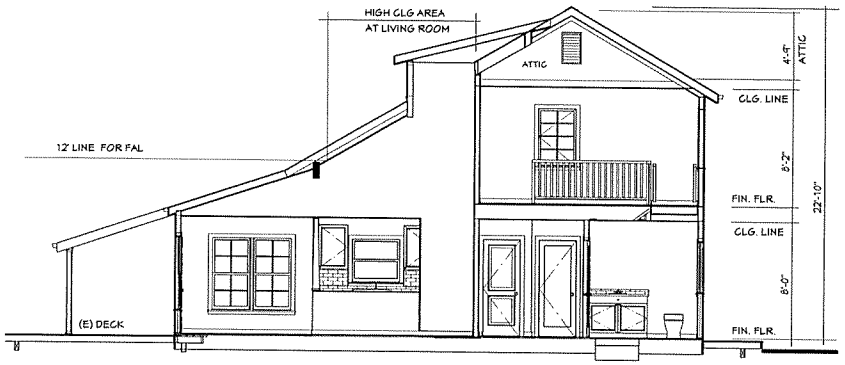
PROPOSED
BUILDING
ELEVATIONS

DATE:
1/27/16

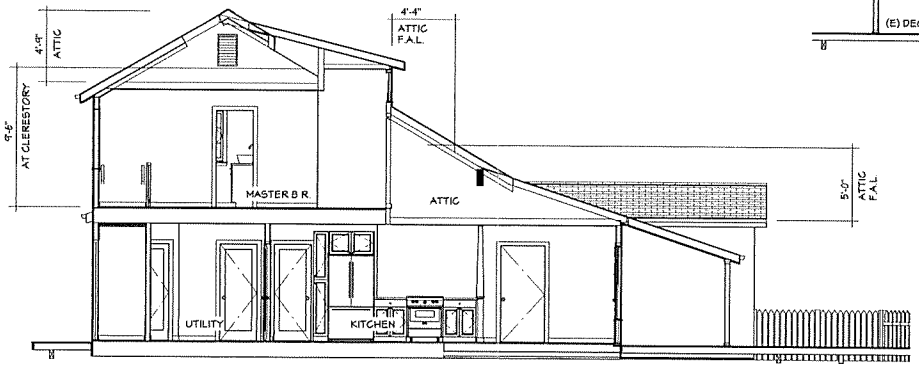
SCALE:
1/4" = 1'-0"

SHEET:
6

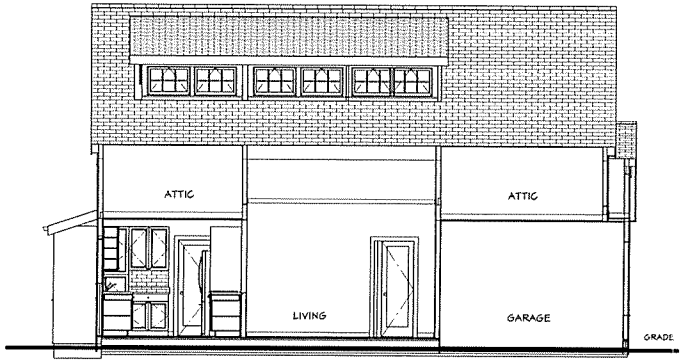
BUILDING SECTION E-15



BUILDING SECTION E-14

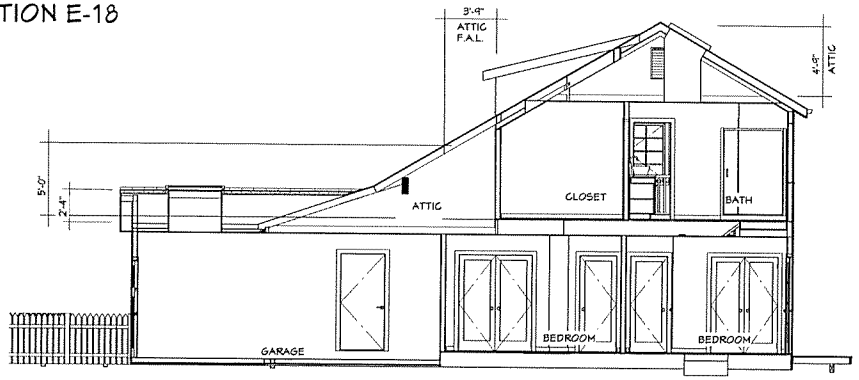


BUILDING SECTION E-18



BUILDING SECTION E-16

FOUNDATION DETAIL



BUILDING SECTION E-17

7-0

REVISION TABLE

NUMBER	DATE	REVISED BY	DESCRIPTION

Henry L Riggs, AIA
650 327 6198
hlriggs@comcast.net

WACHS / BARNES
ADDITION
210 McKendry Drive

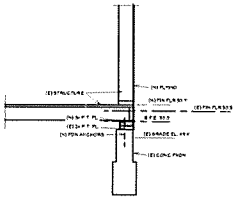
BUILDING SECTIONS

DATE:
1/27/16

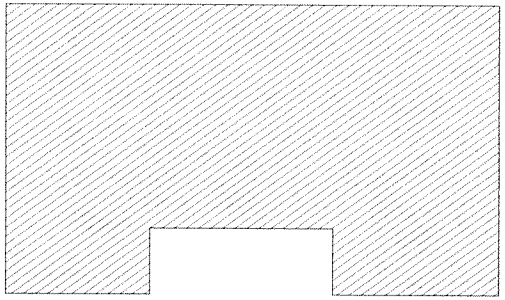
SCALE:
1/4" = 1'-0"

SHEET:
7

8-0



FOUNDATION DETAIL FOR FEMA COMPLIANCE



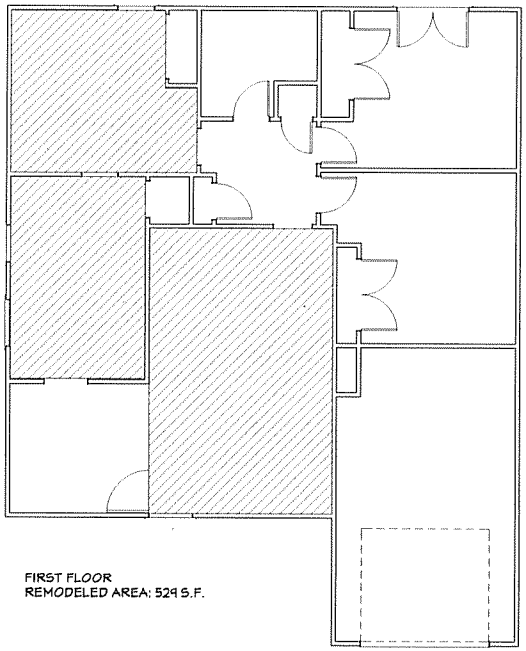
SECOND FLOOR
ADDED AREA: 809 S.F.

AREA CALCULATION

FLOOR	SPACE	S.F.	NOTE	TOTAL
1ST	A	871.8		1442.0
	B	279.1		
	C	281.9	GARAGE	
	D	9.0	WATERHEATER	
	E	116.0	PORCH (not in FAL)	
2ND	F	479.6		808.7
	G	47.3		
	H	55.2		
	J	133.0	(E)HIGH CLG AREA	
	K	56.4	STAIR (not counted)	
	L	10.3	(N)HIGH CLG AREA	
	M	43.3	ATTIC OVER 5'	
	N	40.0	ATTIC OVER 5'	
TOTAL S.F.				2250.7

USE PERMIT TRIGGER:
AREA REMODELED AND ADDED

	ROOM	S.F.
	BEDROOM	135
	KITCHEN	133
	LR	261
REMODEL		529
(E)HOUSE	incl. porch	1558
S.F.ADDED		809



FIRST FLOOR
REMODELED AREA: 529 S.F.

REVISION TABLE

NUMBER	DATE	REVISED BY	DESCRIPTION

Henry L Riggs, AIA
650 327 6198
hlriggs@comcast.net

WACHS / BARNES
ADDITION
210 McKendry Drive

REMODEL AND ADD'N DIAGRAM

DATE: 1/28/16

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

SHEET: 8

GRAPHIC SCALE

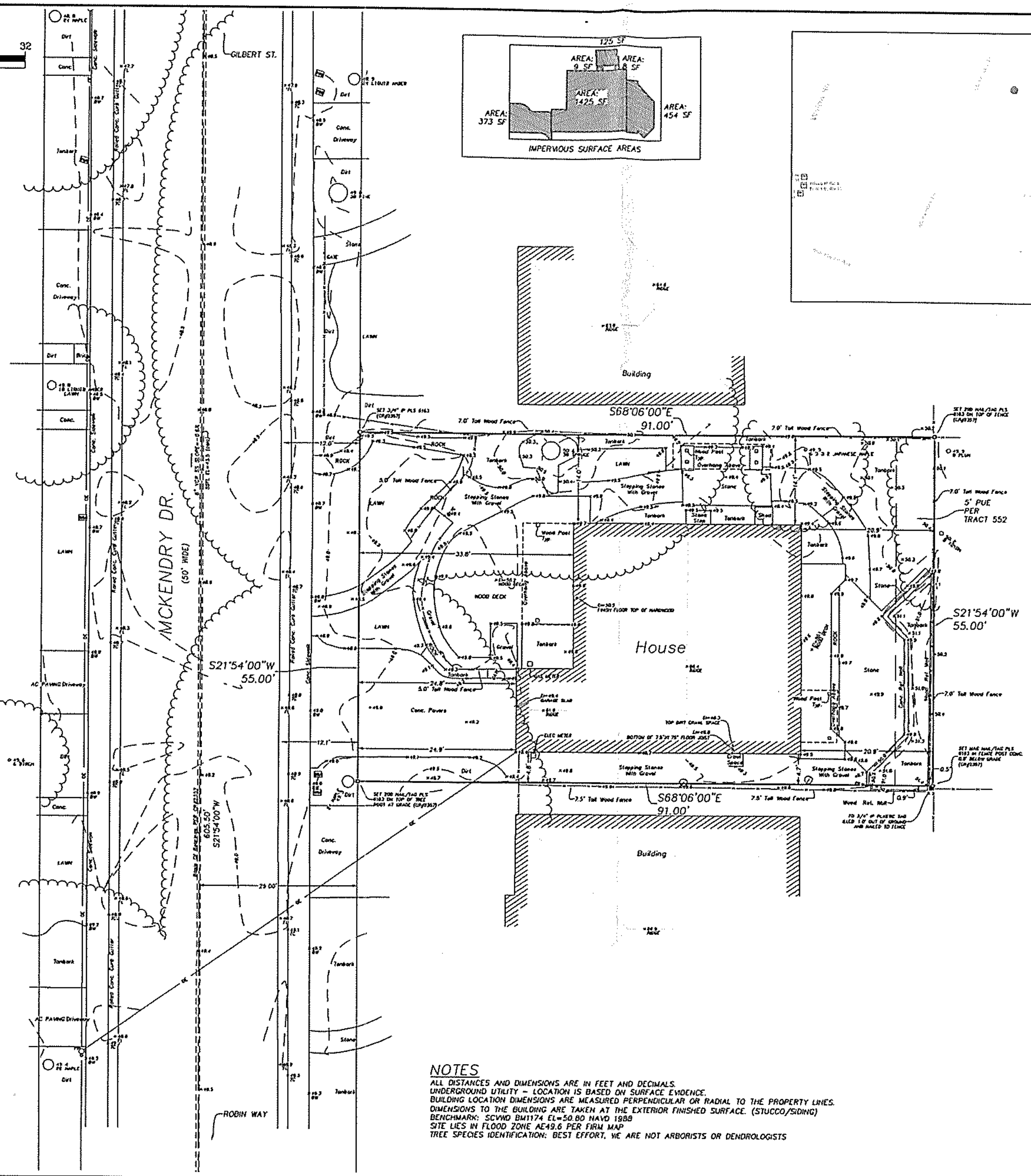
8 0 4 8 16 32

(IN FEET)
1 inch = 8 ft.

9-15-2015

ABBREVIATIONS

AC	ASPHALT
BW	BACK OF WALK
CONC.	CONCRETE
TC	TOP OF CURB
FL	FLOW LINE
SDMH	STORM DRAIN MANHOLE
SSMH	SANITARY SEWER MANHOLE
P.U.E	PUBLIC UTILITY EASEMENT



LEGEND

- FOUND POINT IN MONUMENT CASTING (AS NOTED)
- ( ) RECORD DATA / REFERENCE
- WATER METER OR WATER VALVE BOX
- FIRE HYDRANT
- TREE – TRUNK DIAMETER IN INCHES. TREE SPECIES IDENTIFICATION: BEST EFFORT, WE ARE NOT ARBORISTS OR DENDROLOGISTS
- TREE WITH MULTIPLE TRUNKS
- TOP OF CURB
- FENCE
- OVERHEAD WIRES
- POWER POLE
- SPOT ELEVATION
- SANITARY SEWER CLEAN OUT
- UTILITY BOX-TYPE AS NOTED SIZE AS DRAWN
- ELECTROLIER
- TREE DRIP LINE POINTS TOWARDS TREE TRUNKS. TREE DRIP LINES ABOVE PROPERTY LOCATED AS SHOWN.
- POLE ANCHOR
- EDGE OF AC PAVING
- AC PAVING
- FLOW LINE
- STORM DRAIN CURB INLET

I CERTIFY THAT THIS PARCEL'S BOUNDARY WAS ESTABLISHED BY ME OR UNDER MY SUPERVISION AND IS BASED ON A FIELD SURVEY IN CONFORMANCE WITH THE LAND SURVEYOR'S ACT. ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED AND ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

LICENSED LAND SURVEYOR
LOUIS WADE HAMMOND
PLS 6163
LIC EXP 3-31-2016
STATE OF CALIFORNIA

NOTES

ALL DISTANCES AND DIMENSIONS ARE IN FEET AND DECIMALS.
UNDERGROUND UTILITY – LOCATION IS BASED ON SURFACE EVIDENCE.
BUILDING LOCATION DIMENSIONS ARE MEASURED PERPENDICULAR OR RADIAL TO THE PROPERTY LINES.
DIMENSIONS TO THE BUILDING ARE TAKEN AT THE EXTERIOR FINISHED SURFACE. (STUCCO/SIDING)
BENCHMARK: SCVWD BM1174 EL=50.80 NAVD 1988
SITE LIES IN FLOOD ZONE AE49.6 PER FIRM MAP
TREE SPECIES IDENTIFICATION: BEST EFFORT, WE ARE NOT ARBORISTS OR DENDROLOGISTS

SURVEY

210 McKENDRY DR.
MENLO PARK
APN: 062-312-030
LOT 207, 25 MAPS 37
LOT AREA: 5,005 SQ. FT GROSS & NET

L. Wade Hammond
Licensed Land Surveyor
No. 6163
36660 Newark Blvd. Suite C
Newark, California 94560
Tel: (510) 579-6112 Fax: (510) 991-3054
wade@wadehammondplc.com

HENRY L. RIGGS, A.I.A.
47 Callie Lane, Menlo Park CA 94025
hlriggs@comcast.net
650.327.6198

24 November 2015

Planning Department
701 Laurel St
Menlo Park

Re: 210 McKendry Drive

PROJECT DESCRIPTION

Deborah Wachs and Andrew Barnes wish to add to their 1442 s.f. home (including garage) to provide space for growing children and social gatherings. Deb and Andrew bought the recently remodeled house something over two years ago and plan only minimal changes to the existing spaces

The current building footprint – including a non-conforming setback at the right side - will remain; a second story will be added for the master bedroom, which includes an office area.

The project is defined by the typical Willows lot width as well as an impressive pine tree at the left property line. The second floor is set back from the front; a roof gable at the right side will penetrate the daylight plane but well within the guideline for gable intrusion. The plate heights are kept to 8' to respect the daylight plane. With the integrated high roof, porch and flat dormer, the remodel maintains the softer "country" image that the owners admire about their small house.

The bedroom count remains the same at three. The remaining one car garage (with wide driveway) would remain.

The lower floor is nearly unchanged in appearance, as is the landscaping, walks and fences. The building exterior remains cement plaster, similar to English country houses; the roof is asphalt shingle. Windows will be clad wood casement with divided lites (grids on both sides) appropriate to the style.

Submitted by:

Henry L. Riggs, AIA

LEED Accredited Professional
fax 650 327 2105

E-1

210 McKendry Outreach

Tuesday, November 17, 2015 11:47 AM

Robin	223	219	215	211	207
McKendry	218	214	Barnes 210	206	202
McKendry	221	217	213	209	205

Address	Outreach	Feedback
215 Robin Way	Yes. Discussed plans	These are the neighbors that are immediately behind our property on Robin. They are supportive of the construction, and of our addition of a second floor. They are happy that we are staying in the neighborhood.
214 McKendry	Yes. Discussed plans	Supportive of the construction, and of our addition of a second floor. They are happy that we are staying in the neighborhood
218 McKendry	Yes. Discussed plans	These neighbors are currently doing their own construction work. They are supportive of our work, and if the addition of the second floor. They are happy that we are staying in the neighborhood.
206 McKendry	Yes. Discussed plans	These are the neighbors on our southern side who are the most affected. They are happy to write a letter of support. They are supportive of the construction, and of our addition of a second floor. Happy that the Barnes' are staying in the neighborhood.
202 McKendry	Yes. Discussed plans	Supportive of the construction, and of our addition of a second floor. They are happy that we are staying in the neighborhood
209 McKendry	Yes. Discussed plans	Supportive of the construction, and of our addition of a second floor. They are happy that we are staying in the neighborhood
213 McKendry	Yes. Discussed plans	These are the neighbors who are immediately across the street on McKendry. They are supportive of the construction, and of our addition of a second floor. They are happy that we are staying in the neighborhood

Kielty Arborist Services LLC

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

November 20, 2015, Revised January 27, 2016

Mr. Andrew Barnes
210 McKendry
Menlo Park, CA

Site: 210 McKendry, Menlo Park, CA

Dear Mr. Barnes,

As requested on Wednesday, November 18, 2015, I visited the above site to inspect and comment on the trees. A home addition consisting of a second story is planned for this site, and your concern as to the health and safety of the trees has prompted this visit. As required a tree protection plan is included for the trees to be retained.

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.

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
1	London plane *(Platanus x acerifolia)*	27.6	65	50/45	Good vigor, fair form, multi leader at 8 feet with good crotch formations, street tree, 4.5 feet from sidewalk, 2 feet from driveway, damaging sidewalk.
2	Liquidambar *(Liquidambar styraciflua)*	25.3	50	75/45	Good vigor, fair-poor form, history of limb loss, heavy to the north, multi leader at 35 feet, suppressed by surrounding trees.
3	Douglas fir *(Pseudotsuga menziesii)*	42.1	70	110/50	Good vigor, good form, slight lean east, heavy amount of buttress roots, 1 foot from property line, 4 feet from deck, 10 feet from foundation.
4	Japanese maple *(Acer palmatum)*	11.3@base	55	20/20	Good vigor, poor form, multi leader at base with poor crotch formations, 1 feet from property line, aesthetically pleasing.
5*	Plum *(Prunus spp.)*	8@base est.	40	30/25	Poor vigor, poor form, in decline, multi leader, 3 feet from property line.
6*	Pittosporum *(Pittosporum tobira)*	10est	50	40/30	Good vigor, poor-fair form, multi leader at 3 feet with poor crotch formations, 2 feet from property line.
7*	Redwood *(Sequoia sempervirens)*	40est	40	85/60	Good vigor, poor form, codominant at base, 30 feet from property line, leader leaning towards home, upright leader severely topped.
8*	Monterey pine *(Pinus radiata)*	40est	40	100/45	Poor vigor, poor form, leans towards home, bark beetles at base, codominant at last 15 feet.

Summary:

There are many large protected trees located on this site. No trees are planned to be removed, all are to be retained. At this time a second story is proposed. The home will need to be lifted off of the foundation to be in compliance with FEMA, as the home renovation is 50% of the replacement value. On January 3rd the structural engineer informed me that lifting the house by inserting 3x plates should not impact any roots. The underpinning of the existing foundation to support the new loads may have minor impacts to the large Douglas fir near the home. The extra excavation for the underpinning process will be hand dug when beneath the drip line of the large Douglas fir. The site arborist will need to inspect this work in order to offer mitigation measures

as a result of the extra excavation for underpinning. Large roots in this area will be need to be saved and worked around. A landscape buffer zone should be installed near the Douglas fir on site to fight against compaction. Roots in this area are expected to be minimal as the existing foundation likely acted as a root barrier.

Trees #1-3 and #7-8 are of protected size and will need to be protected in the city of Menlo Park. Street tree #1 is a large London plane sycamore tree. This tree is a city maintained tree. No pruning can take place to this tree without city consent and permit. This tree is located between 2 neighboring driveways in a landscaped strip. The landscaped strip shall be fenced off during the duration of the project. The driveway is to be retained and be used for the staging of materials. This will help fight against compaction for the other surrounding trees, that do not have the protection of a concrete surface. The existing driveway allows for annual rainfall to reach the trees roots as it is of a pervious material. This greatly increased the trees ability to retain water.

Tree #2 is a large liquidambar street tree. This is also a city maintained street tree. This tree has good vigor with fair-poor form. The trees foliage is heavy to the north as a result of being suppressed by the surrounding trees. This tree is multi leader at 35 feet and has a history of limb loss. No construction activities will take place in close proximity to this tree, as it is in a good location in the front corner of the lot. Tree protection for this tree will be located outside the drip line of the tree.

Tree #3 is a large Douglas fir tree. This tree is in close proximity to the existing home. The homes foundation is 10 feet from the tree. There is a wooden deck that extends out form the foundation and comes within 4 feet of the tree. Access to the property should take place on the opposite side of the property as there are no trees other than the London plane sycamore tree that has its roots protected by driveways and the protected landscape strip. This will help with the threat of compaction to the roots of the large Douglas fir tree. The tree protection fencing for this tree should be located as close as possible to the home and extend out to the drip line or as far as possible. A small number of limbs may need to be removed from this tree to facilitate the building of a second story. These limbs shall be removed by a licensed tree care provider to ensure proper techniques are used. Impacts to this tree are expected to be minor to nonexistent.

Trees #7 and #8 are both 30 plus feet away from the property line. The existing fence between the properties shall serve as sufficient tree protection. Both of these trees have serious form and health flaws. Redwood tree #7 is codominant at base with a poor crotch formation. The large upright leader has been topped and the leaning leader leans towards the property. This tree would need to be examined close up to quantify its risk of failing. Tree #8 is a large Monterey pine street tree. Bark beetle pitch tubes were located at the base of this tree. Once bark beetles have damaged the trees cambium, the trees life expectancy is extremely shortened. This tree should be looked at by the cities arborist or urban forester as it is a candidate for removal in my opinion. These trees will not be affected by construction as they are far enough away from construction activities.

The rest of the trees on site are not of protected size although they are recommended to be protected in the same way as the protected trees on site. Impacts to the trees on site are expected to be minor- nonexistent as no digging, excavation or grading will be occurring. The following tree protection plan will help reduce the impacts to the retained trees on site.

Tree Protection Plan:
Tree protection zones should be installed and maintained throughout the entire length of the project. Fencing for tree protection should be 6' tall, metal chain link material supported by metal 2" diameter poles, pounded into the ground to a depth of no less than 2'. The location for the protective fencing should be as close to the dripline of desired trees as possible, still allowing room for construction to safely continue. In areas where construction activities will not be occurring the tree protection zone should be expanded as far as possible. The tree protection fence for the trees must be maintained throughout the entire project.

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

Staging
Prior to the start of the project, all tree protection measures must be in place. An inspection prior to the start of the construction is required. All vehicles must remain on paved surfaces if possible. Existing pavement should remain and should be used for staging. If vehicles are to stray from paved surfaces, 4 to 6 inches of chips shall be spread and plywood laid over the mulch layer. This type of landscape buffer will help reduce compaction of desired trees. Parking will not be allowed off the paved surfaces. The lifting of the foundation, when inside the driplines of protected trees, should be carried out with care. No digging will be taking place at this site. Tree protection fencing may need to be moved to facilitate lifting of the foundation near tree #3. The site arborist should be notified and the relocated fence should be inspected.

Root Cutting
If any roots are to be cut (not expected as there will be no digging at this site) they shall be monitored and documented. Large roots (over 2" diameter) or large masses of roots to be cut must be inspected by the site arborist. The site arborist, at this time, may recommend irrigation or fertilization of the root zone. All roots needing to be cut should be cut clean with a saw or lopper. Roots to be left exposed for a period of time should be covered with layers of burlap and kept moist.

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

Irrigation
Normal irrigation shall be maintained on this site at all times. During the warm season, April – November, I typically recommend some additional heavy irrigation, 2 times per month. During the winter months, it will not be necessary to irrigate unless there will be trauma to the root zone of the protected trees. Seasonal rainfall may reduce the need for additional irrigation. The on-site arborist may make adjustments to the irrigation recommendations as needed. The foliage of the trees many need cleaning if dust levels are extreme. Removing dust from the foliage will help to reduce mite and insect infestation.

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

Sincerely,

Kevin R. Kielty
Certified Arborist WE#0476A

David P. Beckham
Certified Arborist WE#10724A

GRAPHIC SCALE

8 0 4 8 16 32

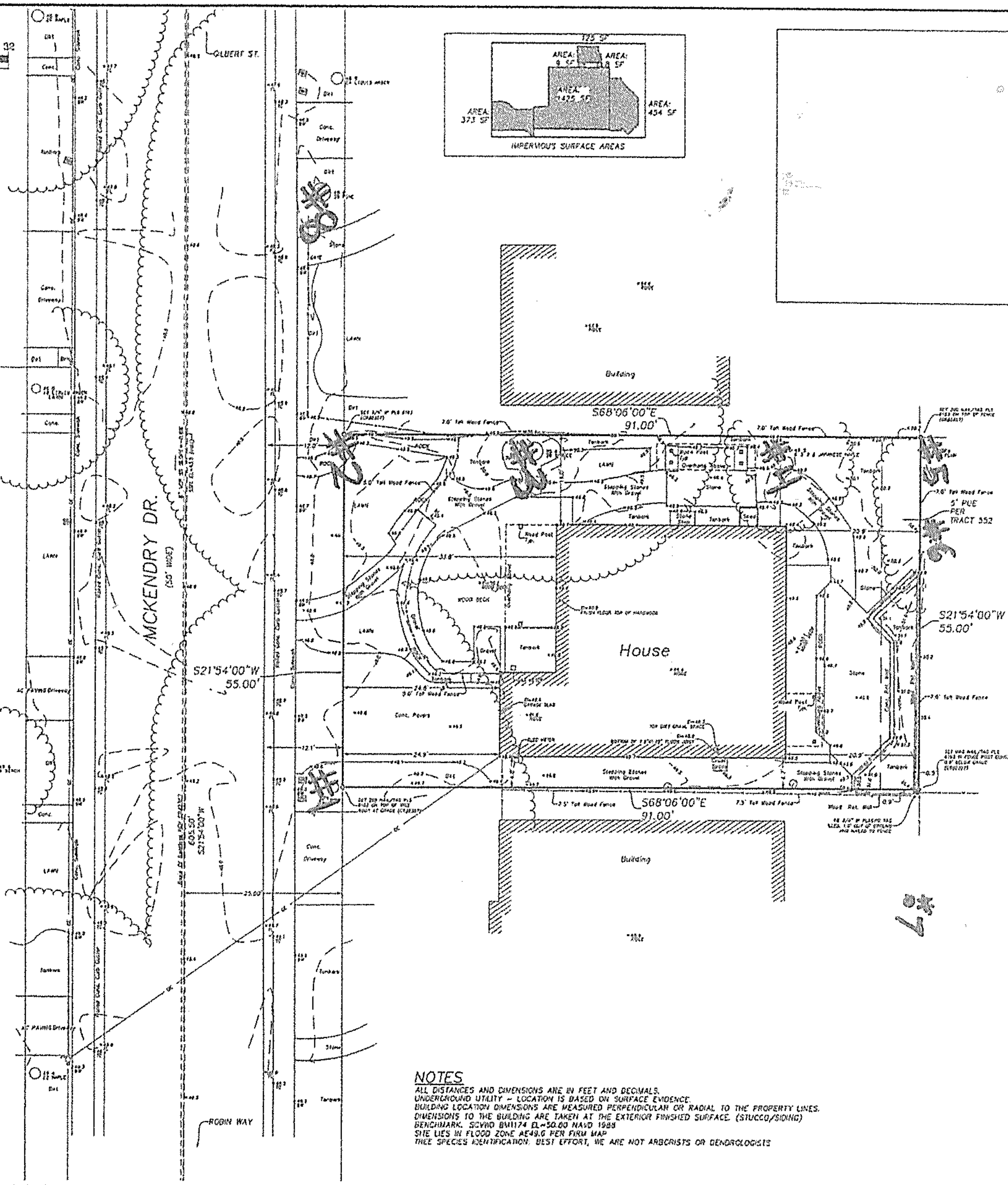
(IN FEET)
1 inch = 8 ft.

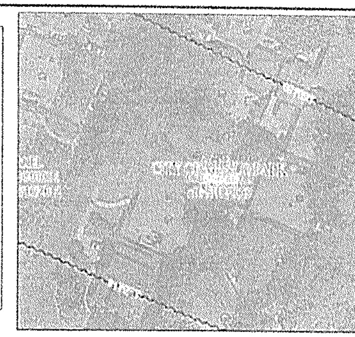
9-15-2015

ABBREVIATIONS

AC	ASPHALT
BW	BACK OF WALK
CONC.	CONCRETE
TC	TOP OF CURB
FL	FLOW LINE
SDMH	STORM DRAIN MANHOLE
SSMH	SANITARY SEWER MANHOLE
P.U.E.	PUBLIC UTILITY EASEMENT

F-6





LEGEND

	FOUND POINT IN MONUMENT CASTING (AS NOTED)
( )	RECORD DATA / REFERENCE
	WATER METER OR WATER VALVE BOX
	FIRE HYDRANT
	TREE – TRUNK DIAMETER IN INCHES. TREE SPECIES IDENTIFICATION: BEST EFFORT, WE ARE NOT ARBORISTS OR DENDROLOGISTS
	TREE WITH MULTIPLE TRUNKS
	TOP OF CURB
	FENCE
	OVERHEAD WIRES
	POWER POLE
	SPOT ELEVATION
	SANITARY SEWER CLEAN OUT
	UTILITY BOX-TYPE AS NOTED SIZE AS DRAWN
	ELECTROLIER
TRUNK	TREE DRIP LINE POINTS TOWARDS TREE TRUNKS. TREE DRIP LINES ABOVE PROPERTY LOCATED AS SHOWN
	POLE ANCHOR
	EDGE OF AC PAVING
	AC PAVING
	FLOW LINE
	STORM DRAIN CURB INLET

I CERTIFY THAT THIS PARCEL'S BOUNDARY WAS ESTABLISHED BY ME OR UNDER MY SUPERVISION AND IS BASED ON A FIELD SURVEY IN CONFORMANCE WITH THE LAND SURVEYOR'S ACT. ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED AND ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

LICENSED LAND SURVEYOR
LOUIS WADE HAMMOND
PLS 6163
LIC. EXP 3-31-2016
STATE OF CALIFORNIA

NOTES

ALL DISTANCES AND DIMENSIONS ARE IN FEET AND DECIMALS.
UNDERGROUND UTILITY – LOCATION IS BASED ON SURFACE EVIDENCE.
BUILDING LOCATION DIMENSIONS ARE MEASURED PERPENDICULAR OR RADIAL TO THE PROPERTY LINES.
DIMENSIONS TO THE BUILDING ARE TAKEN AT THE EXTERIOR FINISHED SURFACE. (STUCCO/SIDING)
BENCHMARK. SCVWD BM1174 EL=50.00 NAVD 1988
SITE LIES IN FLOOD ZONE AE49.6 PER FIRM MAP
TREE SPECIES IDENTIFICATION: BEST EFFORT, WE ARE NOT ARBORISTS OR DENDROLOGISTS

SURVEY

210 McKENDRY DR.
MENLO PARK
APN: 062-312-030
LOT 207, 25 MAPS 37
LOT AREA: 5,005 SQ. FT GROSS & NET

L. Wade Hammond
Licensed Land Surveyor
No. 6163
36660 Newark Blvd. Suite C
Newark, California 94560
Tel:(510)579-6112 Fax:(510) 931-8054
Wade@wadehammondpls.com

Chuck and Isobel Fox
206 McKendry Drive
Menlo Park, CA 94025
tel: (650) 327-1480
email: fox@chfox.com

RECEIVED
JAN 28 2016
CITY OF MENLO PARK
BUILDING

TO:
Menlo Park Planning Commission

Date: 1.28.16

RE: 210 McKendry Drive (PLN2015-00089)

This letter is to state that we are the neighboring property on the right side of 210 McKendry Drive.

We have reviewed the plans for the subject project with our neighbors, Wachs / Barnes, the applicants, and are fully supportive of their project.

Specific to the side setback requirements between our property and theirs, we have no issue with their proposed set-back, and we are hopeful that the Planning Commission will approve their plans as submitted.

Thank you,

Chuck Fox — Isobel Fox

Chuck & Isobel Fox
206 McKendry Drive