



REGULAR MEETING AGENDA

Date: 12/4/2017
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 October 16, 2017, Planning Commission meeting. ([Attachment](#))

E2. Approval of minutes from the November 6, 2017, Planning Commission meeting. ([Attachment](#))

F. Public Hearing

F1. Use Permit/Roman Klinkovich/107 Hedge Road:
Request for a use permit to perform interior modifications and to construct first and second story additions to an existing single-story, single-family residence on a substandard lot with respect to width and lot area in the R-1-U (Single-Family Urban Residential) zoning district. The proposal would exceed 50 percent of the existing floor area and is considered equivalent to a new structure. ([Staff Report #17-067-PC](#))

F2. Architectural Control/Elke MacGregor/1605 Adams Drive:
Request for architectural control to remodel the interior, expand an existing mezzanine, and make exterior modifications including new window and door openings and glazing to an existing office building greater than 20,000 square feet of gross floor area located in the LS (Life Sciences)

zoning district. ([Staff Report #17-068-PC](#))

G. Regular Business

G1. Review of Draft 2018 Planning Commission Meeting Dates. ([Staff Report #17-069-PC](#))

H. Informational Items

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

- Regular Meeting: December 11, 2017
- Regular Meeting: January 8, 2018 (Tentative)
- Regular Meeting: January 22, 2018 (Tentative)

I. 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: 11/2917)

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

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

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk’s Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

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



REGULAR MEETING MINUTES - DRAFT

Date: 10/16/2017
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Drew Combs called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Barnes, Drew Combs (Chair), Susan Goodhue, Larry Kahle (Vice Chair), John Onken, Henry Riggs, Katherine Strehl

Staff: Deanna Chow, Principal Planner; Kyle Perata, Senior Planner

C. Reports and Announcements

Principal Planner Deanna Chow said the City Council approved the Stanford mixed-use project at 500 El Camino Real. She said the Council at its October 17, 2017 meeting would consider the second hearing of the rezoning for the annexation at 2131 Sand Hill Road. She said the Council was also considering a 45-day emergency moratorium on commercial cannabis storefronts. She said the 1005 Almanor project previously approved by the Commission had been appealed, and was tentatively scheduled for the Council on November 7, 2017. She said the Planning Commission meeting of October 23, 2017 was canceled.

Commissioner Susan Goodhue asked the reason for the appeal of the 1005 Almanor project. Principal Planner Chow said the next door neighbor filed an appeal because they were concerned they would lose egress to their detached garage and indicated that there were discrepancies with the setback measurements. She said staff would meet with both the appellant and applicant to determine if there were discrepancies, and whether the project would need to come back to the Planning Commission.

D. Public Comment

There was none.

E. Consent Calendar

- E1. Approval of minutes from the September 11, 2017, Planning Commission meeting. ([Attachment](#))

Chair Combs said that Commissioner Goodhue had provided suggested clarifications and corrections.

ACTION: Motion and second (Goodhue/Larry Kahle) to approve the consent calendar with the following modifications to the minutes; passes 6-0-1 with Commissioner Katherine Strehl abstaining.

- Page 6, 2nd paragraph, 1st line: replace “Mr. Miller said primarily it was the tree appearance and it mess why they wanted to remove it but...” with “Mr. Miller said primarily the tree appearance and its mess was why they wanted to remove it, but ...”
- Page 10, 2nd paragraph: add a period at the end of the paragraph
- Page 11, 1st paragraph, 2nd line: replace “He” with “She”
- Page 11, 3rd paragraph, 2nd line: replace “stake holders” with “stakeholders”
- Page 14, 3rd paragraph, 1st line: replace “Power” with “Powers”
- Page 14, 3rd paragraph, 3rd line: replace “operate” with “operates”
- Page 15, 1st full paragraph, 9th line: replace “said” with “asked”
- Page 17, 1st paragraph, 4th line: replace “live-experience” with “lived experience”
- Page 17, 2nd bullet, 5th line: replace “aqueduct” with “viaduct”
- Global replace “Shoofy” with “shoofly”

F. Regular Business

- F1. Review of Substantial Conformance Determination/David Ruth/350 Sharon Park Drive: Review of staff determination of substantial conformance for exterior modifications to 18 apartment buildings and a clubhouse located at 350 Sharon Park Drive located in the R-3-A-Z zoning district. ([Attachment](#))

Staff Comment: Principal Planner Chow said there were no corrections or additions to the staff report.

Applicant Presentation: Garrett Walton said he was representing Maximus Real Estate, the property managers for the project site, Sharon Green Apartments. He said the basis for the project revisions was the content of hazardous materials identified through additional testing. He said they would no longer do smooth coat stucco on all of the eighteen buildings and that those buildings would be painted instead. He said they had originally specified a new nail-on window but due to the content of hazardous material that would be replaced with a vinyl retrofit window painted the same color as had been proposed for the nail-on aluminum window. He said the stair towers had originally been proposed to be made flat but would be kept as existing to prevent disturbance of the existing stucco.

Replying to Commissioner John Onken, Mr. Walton said the hazardous material found was 2% asbestos.

Commissioner Henry Riggs asked if had considered removing the asbestos stucco and disposing of it properly. Mr. Walton said they had looked at applying smooth stucco but found it failed the adhesion test. He said to apply they would need to sandblast the exterior walls to achieve adhesion which would have required tenting of each building. He said they looked at doing that from both a cost and safety consideration and found it infeasible. Commissioner Riggs suggested that at some point either when the buildings were demolished or more extensive renovation occurred the 2% stucco would need to be removed and disposed of safely. Mr. Walton said the property owners considered doing that as well as the risk of getting into the existing stucco.

Commissioner Strehl asked about the cost difference between the proposed treatment and that suggested by Commissioner Riggs. Mr. Walton said the delta would be over \$3 million for just the stucco and \$1.2 million for the windows.

Chair Combs asked staff to address why the removal of the 2% asbestos stucco required for a major renovation as asserted by Commissioner Riggs was not required at this specific juncture.

Principal Planner Chow said the applicant was requesting that they not be required to do that at this time. She said they were requesting to paint the existing stucco in the color that had been proposed for the new stucco and to do window retrofits rather than window replacements. Chair Combs asked if in the future substantial change was made to the buildings whether the asbestos would need to be addressed. Principal Planner Chow said if demolition was done the proper disposal of the asbestos abatement would have to occur. She said in this case the applicant was not intending to do a major redevelopment but rather a refresh of the existing exterior. She said they were looking to balance that with what they found and to move forward with an updated look. Chair Combs asked whether in the future they could do a refresh and still not be required to remove the asbestos stucco and dispose of it properly. Principal Planner Chow said she understood that it could be left if untouched or only painted but if more was done involving getting into the asbestos stucco that an applicant would need to look at the proper abatement.

Chair Combs opened a public comment period and closed it as there were no speakers.

Commission Comment: Commissioner Riggs noted he was not at the March 2 Planning Commission meeting when a downgrade of the materials for this project was requested. He said the project came before the Commission over a year ago that included a significant refreshing of exterior design elements and considerable interior remodels. He said his concern with what was done in March and what was proposed today was that they approved a project over a year ago with which he had reservations because they were helping a well-located, fairly good size apartment complex go up market. He said that was balanced for him at that time by the fact the visual exterior improvements and green space were very attractive and a visual improvement for residents, neighbors, and people driving by. He said he asked that this substantial conformance item be agendaized as he thought the project no longer provided that benefit. He said he would like to hear what other Commissioners thought about it.

Chair Combs asked staff to explain how the item came before the Commission this evening. Principal Planner Chow said staff believed the proposed revisions were substantially in conformance with the prior project approvals, and had conveyed that determination to the Commission through the substantial conformance process. She said through that process any Commissioner not in agreement with staff's determination of substantial conformance could request the item be considered on the Commission agenda for decision. She said in this instance Commissioner Riggs had made that request. She said if the Commission found that the proposed revisions were not in substantial conformance, the applicant might proceed with the project as formerly approved or request revisions and return to the Commission for an architectural control hearing.

Commissioner Onken said the window treatment seemed to be a concern and not just because of the change from a nail-in to a push-in section but the change from aluminum clad to vinyl clad. He asked if they had priced aluminum clad replacement windows for retrofit. Mr. Walton said they

spent a substantial amount of time looking but there was not an aluminum clad vinyl window that was made for a retrofit. Commissioner Onken said there were aluminum clad wood windows and aluminum clad aluminum windows. He said a like-for-a-like substitution to keep the project as similar to what was approved before might simply be addressed by the window treatment. He said there was not a window sample for them to compare. Principal Planner Chow said there was a sample that could be retrieved from the office. Mr. Walton said there was a comparative picture on the back of the package. Commissioner Onken said the last page in the Commission's packet was an elevation looking at garage doors.

Commissioner Kahle said he did not feel strongly either way about the proposed changes. He said he appreciated Commissioner Onken's suggestion regarding a like-for-like window treatment noting vinyl had a negative connotation. He said he would like to keep the windows in the same family as approved previously. He said the stucco was unfortunate but with the asbestos he was willing to let that go.

Commissioners looked at the samples for the vinyl painted retrofit window and the originally proposed aluminum nail-on windows.

Commissioner Riggs moved that the proposed revisions were not substantially in conformance with the previously approved project noting significant changes to the exterior walls, windows and stair towers. He said he would like to see a proper presentation and know that west Menlo Park residents had the ability to see and speak on the proposed changes. Chair Combs seconded the motion.

Commissioner Onken said given the scope and size of the project that it would be helpful to have larger drawings and architectural control. He said he thought most of the proposed changes were fine but supported doing the process suitably as suggested by Commissioner Riggs.

Commissioner Strehl asked when the Commission might expect to see the project revision proposal. Principal Planner Chow said staff would need to work with the applicant on a project submittal. She said with that and pending projects for the Commission's consideration that it might be next year.

Chair Combs said he understood Commissioner Riggs and Onken's concerns but did not think ultimately he would vote against the proposed changes. He said he could not support a motion that the proposed changes were not in substantial conformance with the previously approved project and needed to be brought back for an architectural control hearing.

Commissioner Kahle said he would recommend that the applicant look strongly at alternatives to the vinyl painted windows as part of looking at the whole project.

ACTION: Motion and second (Riggs/Combs) to make a finding that the proposed revisions were not in substantial conformance with the prior project approvals and that an architectural control hearing be held to consider the proposed revisions; fails 3-4 with Commissioners Riggs, Onken and Kahle supporting and Commissioners Barnes, Combs, Goodhue and Strehl opposing.

Commissioner Strehl moved to make the finding that the proposed revisions were in substantial conformance with the previously approved project. Commissioner Goodhue seconded the motion.

Recognized by Chair Combs, Commissioner Andrew Barnes asked the makers of the motion and the second to consider a modification to find that the project proposal was in substantial conformance except for the window choice of a vinyl clad painted window and that the applicant seek an aluminum clad window retrofit more similar to the windows previously approved. Commissioners Strehl and Goodhue accepted the modification.

Chair Combs confirmed that the applicant would seek a retrofit aluminum clad window for review and approval of Planning staff.

ACTION: Motion and second (Strehl/Goodhue) to make a finding that the proposed revisions were in substantial conformance with the prior project approvals with the exception of the vinyl clad retrofit windows and that the applicant seek an aluminum clad type retrofit window treatment submitted for planning staff's review and approval; passes 4-3 with Commissioners Barnes, Combs, Goodhue and Strehl supporting and Commissioners Riggs, Onken and Kahle opposing.

Chair Combs said Commissioner Goodhue and he needed to recuse themselves from consideration of item G1 due to conflict of interest, noting that Commissioner Kahle would Chair the remainder of the meeting.

G. Public Hearing

- G1. Conditional Development Permit Amendment, Development Agreement Amendment, and Environmental Review/Hibiscus Properties, LLC/301-309 Constitution Drive:
Request for an amendment to a Conditional Development Permit (CDP) approved in November 2016 to modify the location, design, and footprint of Building 22 (Phase 2) of the Facebook Campus Expansion Project, construct an eight-story parking structure, allow for the retention of Building 305 during construction of Building 22, add an electrical vehicle charging facility for intra-campus trams, shuttles, and buses, and incorporate additional landscaping once Building 305 is removed. Building 22 would continue to meet the minimum setback requirements of the CDP; however, the building mass and footprint, along with the proposed garage, would be shifted toward the north of the site along the Bayfront Expressway frontage and the location and design of the potential connection between Buildings 21 and 22 would be modified. No changes to the hotel are proposed at this time, and the hotel would be reviewed through a separate future architectural design review, as set forth in the CDP. The proposed modifications would continue to comply with the minimum parking ratio, floor area ratio, building coverage requirements, and maximum height limits of the previously approved CDP, with the exception of specific elements (skylights and maintenance platforms) of the modified Building 22 that would exceed the 75-foot height limit for a total potential height of 97 feet. The CDP would also allow for the fire smoke ventilation fans on the roof to temporarily exceed the noise limitation of the Zoning Ordinance during weekly routine testing. The increase in building height and the extent of the proposed changes to the site plan and conditions within the CDP require an amendment to the previously approved CDP. The proposed CDP amendment would further refine the conditions of approval and set the applicable development standards for the proposed revised project. The proposed modifications to the Development Agreement would be limited to changes to ensure consistency with timing of benefits associated with the previously approved project and additional funds for city services. The project site is located in the O (Office) zoning district. The City Council certified the Environmental Impact Report (EIR) as part of its approval of the project in November 2016. The proposed revisions were analyzed for consistency with the certified EIR. That analysis found that the proposed revised project did not result in new impacts or an increase in the severity of previously identified impacts.

As a result an Addendum to the certified EIR has been prepared. Copies of the Facebook Campus Expansion Project EIR Addendum are available for review at the City offices. ([Staff Report #17-064-PC](#))

Staff Comment: Senior Planner Perata provided a brief overview of the project history noting the original project approval in November 2016 by the City Council included demolition of all onsite buildings associated with the TE Campus, Buildings 301 to 309 Constitution Drive, not including Building 23 as that was part of a separate project. He said with the demolition of the buildings the applicant was to construct two office buildings, a hotel, public open space, and a bicycle and pedestrian bridge over Bayfront Expressway. He said the project included a development agreement with negotiation for public benefit. He said the applicants subsequently made revisions to the proposed project in February 2017, which was primarily driven by the extended timeline for the tenant TE to remain within Building 305. He said the Planning Commission in May 2017 considered the proposed amendments in a study session with overall comments to the applicants. He said the plans before the Commission included applicant responses to the Commission's comments.

Senior Planner Perata said there were essentially three categories for the proposed revisions: site plan modifications, Building 22 design modifications, and some refinements to the conditions of approval and the development agreement. He said for the site plan the Commission was looking at modifications to Building 22's footprint to allow for the concurrent construction of Building 22 and the continued operations of Building 305 along with a new parking structure and a future EV charging facility after demolition of Building 305. He said for Building 22 specifically there was a height increase from the previous CDP to allow for the skylight and skylight equipment access platform to exceed the previously approved height. He said the rest of the roof would maintain the approved 75-foot height. He said a change to mechanical screening including using wire mesh. He said a proposed modification to the smoke exhaust ventilation system was to use the City's noise ordinance as opposed to the roof mounted equipment requirement of the zoning ordinance. He said refinements to the conditions of approval included mitigation measure Bio-1 from the ConnectMenlo General Plan update. He noted the mitigation measure was not applicable to this project but was voluntarily included by the applicant. He said that and other refinements would also apply to the development agreement.

Senior Planner Perata said for the overall revisions to the project and as part of the conditional development permit amendment (CDP) that the City underwent an environmental review process to analyze the proposed project against the approved project to see if there were any additional environmental impacts. He said a resulting EIR Addendum was prepared to document that essentially there were no new impacts or increase in intensity of impacts from the certified EIR that was part of the Council's November 2016 approval. He said the three areas of recommendation requested of the Commission to the Council was the environmental review, that the EIR Addendum was prepared and analyzed the Facebook expansion project and was considered by the Commission as well as the changes to the CDP and the development agreement amendment.

Senior Planner Perata said John Kadvany had sent in an additional email that afternoon raising concerns about the overall design of the garage. He said Mr. Kadvany initially raised concerns about Building 22 and clarified those in a subsequent email. He said those comments were made available to the Commission and for the public on the table at the back of the room.

Commissioner Onken asked about the zoning height and why it was not a variance instead of a CDP amendment. Senior Planner Perata said the CDP set all of the development standards for this property with the exception of density and intensity. Commissioner Onken confirmed with staff that the skylight was considered toward height but not the mechanical screening.

Commissioner Barnes asked if there was a visual representation of the skylight maintenance access platform. Senior Planner Perata said it was not on the 3-D model in the chambers. He said the applicant could correct him but he understood it was a mechanical platform, a wheel based platform with railing that ran on a track across the roof at between seven and 10 feet in height with 10 feet being its maximum height. He said the design was still being worked out. Commissioner Barnes said as it would add 10 feet to the building he would like to see what it would look like.

Applicant: Fergus O'Shea, Director of Campus Facilities, said that the architect would provide some clarification on the skylight. He said the skylight design had not changed since the study session. He said most of the presentation would focus on the comments made by the Commission at the May 2017 study session and that most of those comments centered on the parking garage. He said changes they made in response to the comments were to lower the parking garage into the ground by six feet and set the top of the garage back. He said they removed the green screen and made improvements to the landscape including tree heights and planters on the façade of the garage. He said they made revisions to the park to make it more functional for the public's use and events that would be held there. He said in terms of community benefits for the project that some of those under the development agreement had been implemented already and nearly all were in process of being implemented. He said they provided funding for the Dumbarton Corridor Study, which was released a couple of months ago, and was now moving forward into the next phase. He said the Workforce Housing Program provided 22 affordable living units at 777 Hamilton Avenue and 22 local teachers had moved into those apartments. He said the development agreement was amended to increase a contribution to the City's General Fund towards public safety.

Craig Webb, Gehry Partners, project architect, said there had been very little change to the design of Building 22 other than a reconsideration of the mechanical equipment screening since the study session. He said they had made fairly major revisions to the parking garage in response to the concerns raised about the structure at the study session. He said the first image shown was of the entire TE campus. He said they did many massing studies to see how the buildings could fit on the site while maintaining Building 305 intact, noting that circumstance had somewhat driven the redesign of this portion of the site. He said the redesign increased the density along the Bayfront Expressway with a four-story building and a multi-story parking garage. He said it pushed the development north closer to the expressway and further away from the Belle Haven neighborhood. He said the publicly accessible park space now had a great deal more space around it in terms of green space versus being hemmed in by buildings.

Mr. Webb said at the study session they had agreed that the green screening proposed for the parking structure would empathize the massing of the garage. He said the changes they made to the garage design had addressed comments made and was an improved design. He said the garage was now six-feet lower and the photovoltaic (PV) array was pulled back 12-feet from the main façade of the structure. He said by removing the green screen off the façade the building was much more open and transparent. He said they worked with their landscape design firm to include larger trees next to the garage then proceeding to shorter trees along the expressway that would be located under PGE utility lines. He said they looked at keeping some planters on the façade of the garage. He said they would use poplar trees on the north façade due to issues of predation

from raptors into the wildlife refuge as poplar trees had a wider canopy spread and did not provide a perching opportunity for the raptors. He said on the south side where there was not an issue of predation they would use redwood trees that were much more columnar.

Mr. Webb said the intent of the design changes for the publicly accessible park space was to provide more accessible park space for the public than the previous design had. He said the bio-retention spaces had moved to the far left and this provided a whole new element of public access to this lawn space. He said they also worked on the shape and scale of the public plaza space and tested it for different public events that might fit into the space. He said the lawn space was opened up so it could be used in conjunction with the public plaza. He noted a public path that wrapped through the space where the bio-retention was located. He said the pathway leading to the multi-use bridge and the bridge itself were also publicly accessible. He said in summary that the plaza was publicly available for passive uses and on special occasions public events might happen in the space. He said the lawn was now dramatically larger and a great public amenity for passive recreation and events. He said the storm water treatment areas were a visual amenity as well and were in the southern part of the public space and extended under the multi-use bridge across to the Bayfront. He said public events they had tested included arts and crafts fair using temporary pavilions on the plaza, a food festival with a pavilion, food trucks and small music performances, and a movie night.

Mr. Webb said the introduction of large scale redwood trees along the south would mitigate the volume of Building 22. He said the ground plane landscape would come across and flow into what they called canyons of the building that would break the building down to smaller scale pieces. He said there were three pavilions in the Facebook space that would be outdoor shaded areas for dining and outdoor meetings. He said at the study session he had discussed the desire for an industrial aesthetic for Building 22 and how having some transparency of the mechanical equipment enclosures on the roof helped support that. He said in previous designs they had sheet metal screen walls and they felt that made the top feel very heavy. He said they thought some transparency in the pieces would really lighten the visual appearance of the building. He said originally they were proposing 1½-inch metal mesh vinyl coated in white. He said they did mock ups and found that a much denser ½-inch mesh would be more appropriate. He said the mesh was now in two layers and showed an image of what that would look like. He said they revised the rendering and provided an image of what they thought the mechanical equipment would look like. He said there had been questions about the atrium running through the center of the building. He said it was a big floor plate building and they put the atrium in the center for daylight access through all four stories. He said Commissioners had wondered how much daylight would actually reach the floor of the atrium. He showed a computer simulation of the day lighting. He said the pattern in the center was daylight penetrating all the way to the floor of the atrium. He said they had been working on a very large scale model of the atrium and provided some images of that. He said for the three buildings they had been interested in an interior urbanism where the conference rooms and smaller scale spaces inside the building created a cityscape inside the building. He said in Buildings 20 and 21 that was a very horizontal expression as those buildings were one-story. He said for Building 22 this was done in a very vertical expression with conference rooms stacked into towers that would create streetscape up the center of the building.

Commissioner Strehl asked about the maintenance device for the skylight. Mr. Webb said that it would be used to wash the skylight. He said there would be a rail on either side of the skylight with a platform. He said the platform would have a floor and two guide rails on the side. He said the device would be three to four feet tall, the height of guide rails, and would sit on one end or the

other of the building. He said the skylight was lower than the mechanical units and most of it was screened from view by those mechanical units. He said he did not think the gantry pieces would ever be seen from the ground and would typically be parked behind some of the mechanical units.

Vice Chair Kahle opened the public hearing.

- Eileen McLaughlin said she represented the Citizens Committee to Complete the Refuge. She noted that although the General Plan update did not apply to this project that staff asked Facebook to meet with her organization about mitigation measure Bio-1 under the updated General Plan. She said that measure would raise the level of biological resource protection the City would do for projects coming forward. She said Facebook met with them and they found that the development agreement, the language in the CDP, and an environmental assessment and biological opinion done subsequently by Fish and Wildlife Services for the pedestrian bridge covered all the biological resource protection needed for this project. She thanked Planning staff and Facebook for following through on this suggestion.
- Shani Kleinhaus, Santa Clara Valley Audubon Society, said her organization respected birds and provided education information regarding birds. She said with the occupying of Building 20 on the Facebook campus and Facebook's hospitality that her organization was able to do bird surveys on the campus and found an amazing diversity of birds there. She said Facebook shared with them bird safety design solutions and consulted with them about the efficacy of those solutions. She said Facebook's willingness to protect natural resources within the urban development was admirable. She expressed support for the project.

Vice Chair Kahle closed the public hearing.

Commission Comment: Commissioner Onken said he had a fair amount of concern about the parking garage. He said since the Commission saw this project proposal they had seen the parking structure for the Bohannon project constructed along Highway 101. He said as a Commissioner he felt that they had dropped the ball on that garage's design. He said they looked at the garage's impact on the internal streets but it was an eyesore along Highway 101. He said parking garages were needed and the question was whether to camouflage it with as much greenery as possible or just accept that it's a parking garage and squeeze as much height or less height as possible out of it. He said the proposed garage for Facebook had been compressed. He said the material was light-colored, fair face concrete on the outside. He wondered if there was a way to darken the grids slightly to make it a bit less visible. He said other than that the devices to add more greenery were successful. He said regarding Building 22 that he thought the white mesh would be more opaque as seen in the model and opposed to how it was shown in the rendering. He said he thought that was a good thing. He said the skylight, given that it was pretty much concealed by the mechanical penthouses, was a non-issue.

Vice Chair Kahle said he appreciated the lowering of the height and stepping back the solar canopy of the garage. He said in reviewing comments and correspondence he did not think they were so negative about the green screen that it had to be removed. He said he would like to hear other Commissioners' opinion about the green screen that had been removed.

Commissioner Strehl said she was glad Commissioner Onken brought up the garage associated with the Bohannon project as she thought it was ugly and very prominent from Highway 101. She said she thought this design was better and she appreciated that the height was lower. She said

she did not have an opinion one way or the other about the green screen. She said this proposal seemed to have a lighter feeling to it than the previous proposal, which had looked pretty dense and dark. She asked about nighttime lighting and any visual impacts from that. Mr. Webb said that they did not light their buildings at night even the major iconic ones. He said the lighting for the parking garage would be very functional in terms of navigating through the garage and fairly low keyed. He said there was a bird issue related to light and they had worked with Audubon Society on that. He said they would have shade covers for the skylight at night on Building 22. He said they looked at Building 20 and found that the shades on that skylight were always closed at night.

Commissioner Barnes asked about the average height of poplar trees. Chris Guillard, CMG Landscape Architecture, said they expected the initial height of the poplars when planted to be around 20 to 25 feet tall. He said over five to 10 years they would grow to 50 or 60 feet in height. Commissioner Barnes asked about life expectancy for a poplar tree. Mr. Guillard said that would vary but anywhere from 50 to 100 years depending on the conditions. Commissioner Barnes noted the parking structure was 72 feet tall so 22 to 12 feet of structure would be visible above the tree canopy. He said he liked the transparency of the current design. He asked about the math basis for how many planters would be on the side of the parking garage. He said he thought those were a nice accent and asked if there would be an opportunity to have more of them. Mr. Webb said they anticipated that it would take time for the poplar trees to grow and mature. He said the placement of the planters was to fill in while waiting for the trees to grow and to enhance the height of the trees. He said the placement was in concert with the tree canopy. He said many of the planters were placed at a height above and within where they expected the canopy of the trees. Commissioner Barnes asked if they were conservative, aggressive or spot on with the number of planters planned. Mr. Webb said the discussion at the study session was that there was too much planting on the garage façade making it more massive. He said he thought they were at the right amount to enhance the tree canopy but was open to discussion about the proposed number of planters. Commissioner Barnes said he would be open to adding more planters to the design to get the balance of transparency and a view of the infrastructure and more greenery to soften the façade. Mr. Webb said he thought they would be open to that. Commissioner Barnes asked about the concrete color and if it would soften the appearance of the garage. Mr. Webb said they had not specified a particular mix of concrete. He said Commissioner Onken had suggested that perhaps it should be darker. He said the concrete they were seeing on the site was a medium gray and that felt right. He said he would hesitate to make it any darker as the garage might get a somber feeling. He said he thought the natural concrete was the right way for the structure.

Commissioner Barnes said he appreciated that the PV array was pulled back from the edges. He said he liked the open space design and mix of hardscape and accessibility to lawn. He asked if dogs would be allowed in the area. Mr. O'Shea said they did not allow dogs on their campus but he thought they would have to allow people to take their dogs through the public space. He said he would need to look at the building code as to where dogs were allowed. He said if someone wanted to get to Bayfront Park with their dog they should be able to use the connecting pathway and bridge to do that but they would not have the public space considered a pet friendly area. Commissioner Barnes asked how organizations and communities would apply to use the space. Mr. O'Shea said requests would come to Facebook and access to the area would be provided.

Commissioner Riggs said the open space design looked great. He asked if there was an elevation drawing of Building 22 with a perspective from grade level. Mr. Webb said he thought the front elevation had the lowest perspective. He confirmed that Commissioner Riggs wanted to see the north, the Bay, side. Commissioner Riggs noted that the perspective on the front elevation was not

from grade level. He said the City's roof screening requirement for mechanical equipment was that the screen has to be as high as the top of the equipment. He said that under the CDP the building was 75-feet tall and would have another 10 feet of screening. He asked if there was any flexibility to allow the applicant to have a somewhat shorter roof screen to reduce the mass on the section they were hoping to make secondary to the building. Senior Planner Perata said through the CDP the Commission had the flexibility to recommend modifying the roof screen requirement as it related not just to the opacity part but to the overall height of the horizontal level. Commissioner Riggs said he recalled from several University of California projects that they would ask the applicant in addition to renderings to show views from the pedestrian level that roof screening would be defined by angles of view from realistic points of observation. He said if the applicant was interested he thought it would benefit the community if they could check those view angles. He said he was pretty sure that they could probably reduce the screening by a couple or even four or five feet.

Commissioner Riggs asked about the backup generator system expressing concern that it would be used during hot days with power outages that would disturb Belle Haven residents. He asked if the applicant was open to providing some acoustical treatment within the generator enclosure. Mr. Webb said the generator would be only used for emergency systems such as elevators, emergency lighting, and perhaps for freezers but not for cooling the buildings. Commissioner Riggs suggested some acoustic attenuation within the generator enclosures. Mr. Webb said they could look at that but he was not sure how to do that other than fully enclosing the generators. Commissioner Riggs said he could help with that solution.

Mr. Webb said that Facebook was committed to sustainability and toward that the project would generate as much PV energy as possible. He said the top of each of the mechanical units was covered with PV panels and the panels would sit on a structure that spanned all of the mechanical equipment. He said to pull the screening down they would have to eliminate the PV panels as there was no other way to span across the structure to provide the panels. Commissioner Riggs said the zoning code required the screen to be the height of the tallest mechanical equipment on the roof. He said he was asking whether the applicant could be allowed to lower the screening provided the sight angles allowed that. He said if the screen was a certain number of feet clear of the PV array then it would be possible to lower the screen if the City was open to it.

Commissioner Riggs said that Building 22 was the first multi-story building on the campus and noted it would have different seismic load. He asked if the foundation was significantly deeper noting pile drivers. Mr. Webb said the piles would be drilled. He said fortunately on the TE site that the soil improved from east to west so the bearing pressure of the pile would be better the further to the west. He said even though four stories it would not have significantly more piles than Building 20 which had less favorable soil.

Commissioner Riggs said in New York City and other large cities that maintenance equipment for skylights would be collapsible and then erected for several months. He said the request here was to keep the maintenance equipment erected. He said for context there were transmission towers every 500 feet or so and the frames might actually be aesthetically interesting. He asked what it would look like from the Belle Haven neighborhood as he did not think it would be seen from Bayfront Expressway. Mr. Webb referred to window washing platforms that were lifted up and down by davits on the side of a building. He said this building would have a tracking davit around its perimeter and those davits would fold down onto the roof of the building when not in use. He said the gantry that would span across the skylight would be similar to a window washing stage

and was an aluminum platform with guardrails. He said there would be a pipe rail on each side of the skylight that allowed the unit to track along the skylight. He noted Commissioner Rigg's reference to the transmission towers. He said have intentionally celebrated the industrial aesthetic. He said perhaps the gantry could be removed when not in use but they felt it was another piece in that same aesthetic that would not detract from the overall design. He confirmed that the high point of the skylight was 87 feet. Commissioner Riggs said he thought the staff report read that the skylight was 85 feet and another 10 feet was needed for the maintenance access equipment. Senior Planner Perata said the number in the staff report was correct and based on the information provided in terms of the railing, some separation there, and provided an approximate range of seven to 10 feet above the skylight. Commissioner Riggs said there was a lack of detail as to how much of the gantry would be visible. Mr. Webb said they had a detailed drawing of the gantry they could provide. Commissioner Riggs said the staff report indicated the gantry was about 95 feet in the air. Mr. Webb said they had drawings they could provide. He asked if there were any other details noting they were completing design development on the project the end of the following week, and there were a lot of detailed drawings. He offered to provide anything that would help clarify. Commissioner Riggs said he would like anything to help him get a sense of the view of the gantry. He said he would like the section through the mechanical and the roof screening noting that in case the roof screen was only 36-inches away from the mechanical units that his hope of helping them lower the screening would not materialize. Mr. Webb said they had a section of the gantry, which staff then distributed to the Commissioners at the dais.

Commissioner Riggs said he did not recall being against the green screen on the garage façade but questioned how it would be maintained. He said at the study session that information was not fully available. He said in opening the agenda packet and seeing the proposed revised parking structure that he yearned for the green screen. He said they did not have the benefit of perspectives from a realistic view angle. He said from the perspectives provided that the parking structure because of its scale made it the dominant building in the rendering. He said the thought that that making it transparent would make the structure less dominant was not reading that way in the materials given to the Commission. He said the massing needed to be broken and he had wonderful examples of how to break up the massing of really large structures. He said potentially the façade could be jogged. He said he realized there was a parking count and that it might entail putting a floor of parking under something else. He said they would have one level below grade and suggested that level not have the same footprint as at grade and made twice the area of the first floor.

Commissioner Onken said the park even though public was Facebook property and that anyone who came onto that property were Facebook guests. He referred to the movie night and food trucks and asked about liability. Mr. O'Shea said that similar to other events around the City they would apply for whatever permits were needed and that rules and regulations for use of the park would be determined through an access agreement with the City.

Commissioner Onken said the skylight was in nine jagged sections so he did not see how the track would run over all of the sections. He said the skylight and gantry as far as he could tell would be lower than the mechanical screening. He said he appreciated comments about landscaping and whether a few more planters were added or guaranteeing the poplars were well established was very important for the appearance of the parking garage.

Commissioner Barnes said the staff report indicated the parking structure was lowered six feet below grade. He said Facebook's project description letter called out that the basement level

extended three feet seven-inches below the finished grade. Mr. Webb said the grading was somewhat complex as they were trying to stay above the water table. He said entering the garage you would go up onto the second floor of the garage. He said there was no exterior ramp to the first floor to prevent flood water from going to the bottom of the garage. He said to get to the first floor there was an internal ramp. He said the grading of the garage and the site in general had a lot to do with flood levels required. He said for example that the floor of Building 22 was required to be 13 feet above 0 datum. He said the general height of the site in the area varied from +8 down to +6 or so. He said they were doing a lot of re-grading with Building 22 to provide direct access out from the building to the landscaped area which meant the grading on the south side of the building was up to +13 from what currently was about +8. He said they were also doing some re-grading around the garage to deal with the flood issue as well as the building height. He said floor levels of the garage were approximately 10 feet noting some variation as one floor was required to have disabled parking so it was slightly higher.

Commissioner Barnes referred to the items for Commission's recommendations to Council. He said the development agreement amendment was approvable noting that the City did a good job with the associated timeline delay and the Transfer Occupancy Tax to be neutral for the City. He thanked Facebook for what was currently \$9 million toward public safety. He said the environmental review was in alignment and consistent with the previously approved project. He said regarding the CDP he thought it was perfectly approvable as it related to the merits of the project, the development standards and the associating phasing. He said that he thought the parking garage could use more planters that would serve to bring more green into it. He said he had no other comments on the project and supported its approval.

Commissioner Strehl said she had suggested to Commissioner Riggs that the applicant might consider the wire mesh for its mechanical screening in the context of the garage. She said she had some concerns about the lighting in the garage as she thought there were requirements for a certain amount of lighting and thought it would have some impact on the Belle Haven neighborhood. She noted the lighting of the large Millbrae parking center and at the airport. She said she did not know how to mitigate for that but it was an impact. She said her recollection about the garage was that some Commissioners were very concerned about the wall of green; she suggested they might have sent some mixed messages to the applicant. She said there were regulations about sea level rise. She said the project site area was prime for flooding because of sea level rise and asked the applicant to explain mitigation measures for that.

Mr. Webb said the City had set the floor level required for the buildings and that it had gone up for each of the buildings starting with Building 20. He said Building 20 was he thought +11 and Building 22 was now +13. He said they spent a lot of time on how to integrate the building into the landscape.

Commissioner Strehl asked if the park/plaza would be open at any time for people to go through it or whether there would be restricted hours. Mr. O'Shea said it would be open to the public at all times. He said he believed the bridge would be shut down during evening hours. He said the City's regulations for its parks would apply to this park. He confirmed with Commissioner Strehl that there would be security for the evening hours, and if the area needed to be shut down they would have the ability to do that. Commissioner Strehl said the additional public space was a public benefit and expressed her appreciation.

Vice Chair Kahle said he agreed that the Commission comments might have been conflicting but he did not think the removal of the green screen on the garage to the extent shown in the rendering was intended. He said he found between the original image and what was now being proposed that he missed all the greenery of the original proposed façade screening. He said it had a nice sculptural edge to it that set it apart. He said maybe between the complete all green sculpture and what was being proposed now there was some balance that could be found as to what was visible. He said the Commission had also commented on making the garage subservient to the other structures to an extent. He said looking at the rendering from the expressway he wanted to push the garage back a little more away from the Bayfront Expressway to highlight Building 22 and prospective hotel, and downplay the garage. He said he appreciated having the garage lower and stepping back the PV array. He said the mesh was a good feature and he hoped the transparency was similar to what they were seeing. He said in the rendering it looked like the mechanical equipment was lower. He asked if there was room that they drop those down as they seemed to add another story to the building. He said regarding the mechanical access platform he suspected it might be much smaller than what they were visualizing. He noted it would be behind mechanical screening and not seen on a regular basis. He said he appreciated the expansion of the public space. He said with the exception of the mass he thought it was a fantastic project and approvable.

Commissioner Riggs said related to the parking structure that the green screen had been a good idea. He said he hoped that the façade could be partially green and he thought the wire mesh would work. He said they indicated the floor to floor height was 10 feet for the lower two floors to accommodate eight-foot tall accessible vans but the other floors could have less height. He said the planting of the poplars to screen the building while appreciated would not screen the prominent parapet line. He confirmed with the applicant that the poplars would be the deciduous variety, and the garage would be even more visible when the trees lost their leaves. He said there were still lingering concerns about the parking structure. He said the file found on the skylight maintenance access platform allayed his fears about that. He asked staff how they could advance the project when the Commission was not thoroughly convinced about the parking structure. Senior Planner Perata said the Commission was the recommending body and as part of its recommendation to the City Council suggestions and additions could be made. He said that those could then be considered by the applicant before the project went forward to the City Council.

Commissioner Riggs moved to make the recommendation to City Council to make the findings and take the actions of approval for the Facebook Expansion Project with the added note that the parking structure be presented again with a reduction of its apparent massing and a façade treatment that mollified its scale. Commissioner Onken asked if the maker of the motion could include recommendations to the Council that the Environmental Review analyzed the proposed project for consistency with the Facebook Campus Expansion Project Environmental Impact Report (EIR) that was certified in November 2016 and that none of the substantial changes have affected the EIR negatively and the Addendum to the EIR be accepted as is; and the amendment to the Development Agreement was consistent with the timing of benefits associated with the approved project and the provision of additional funds for city services. He said with those additions he would second the motion. Commissioner Riggs accepted the added language to the motion.

Vice Chair Kahle recognized Commissioner Barnes, who said his question preceded Commissioner Riggs motion. He asked about the timing of the hotel. Mr. O'Shea said that they needed to go through the design review process, find an operator, and had been talking with developers. He said they may have found a partner that they might bring forward early next year.

He said there was a timing issue around what the allowable Floor Area Ratio was for the site. He said they needed to be able to build the parking structure to accommodate the parking for Building 23. He said they have to wait for the demolition of Building 305 before they began the hotel construction. He said regarding the parking structure, greenery, and the gantry that they looked at 70 different schemes looking at the massing of this project. He said they found this solution was the best. He said they could not go underground too far because of the water table and environmental issues with groundwater. He said they have the parking structure set back as far as possible from the PG&E lines but on the south side end they were restricted by the existing 305 tenant and their lot line. He said on the east and west side they have a minimum building setback for Building 22 and a setback from the hotel parcel. He said they were restricted as to where they could fit the parking structure. He said regarding its height they looked at every way they could to lower the height on each of the floors. He said he did not think there was any more opportunity to lower the height. He said regarding the height limit that they were under 75-foot and the PV array was setback. He said in terms of massing and given where there were constraints on the four sides of the structure that this proposal was the best solution. He said regarding the greenery that one of the things they could do was rather than do a full green screen was look at adding additional greenery where appropriate with more planter boxes. He said that also might be a way of breaking down the perceived mass.

Commissioner Barnes asked if Commissioner Riggs would further define for his edification the concept of massing. Commissioner Riggs said he was not fully qualified to be educating. He said by massing he was referring to the blocks perceived. He said the minimum block for the parking structure was one big rectangle because it had all one front face. He said for Building 22 the massing was broken up a bit like the Specific Plan guided El Camino Real development with recessing of the continuous length of the façade and articulation or changes in shape. He said he did not think additional planters on the parking garage would break up the mass but make the sense of the scale of the parking structure more extreme.

Vice Chair Kahle said they appreciated the 70 iterations and lowering the garage height. He said he did not think the garage design was there yet and pushed the applicant to try once again to get something to fit the site as well as possible.

Senior Planner Perata said the motion on the table included making the recommendation on the environmental review and the amendment to the development agreement but the Commission's desire regarding the CDP amendment was further development of the parking garage. He asked if the Commission wanted to see the project back before it went forward to the City Council or for it to go forward to the Council with the recommendation of a change but not see it again.

Vice Chair Kahle said he did not think the Commission needed to see the project again. Commissioner Riggs said his motion was they were recommending approval of everything except the parking structure to the City Council. He said they did not want to slow the project down so suggested making the recommendation to the Council for an improved garage design. He said his alternatively he could recommend continuing the project. He said he did not know if that would benefit the project or the applicant. He said he would like to hear some guidance.

Principal Planner Chow said what she was hearing was that the Planning Commission was making a recommendation to approve the conditional development permit revisions, approve the amendment to the development agreement and find the addendum to the EIR was consistent with the previous EIR certified as part of the original Facebook Expansion project. She said the one

item that the Planning Commission had concerns with was the garage. She asked if they wanted that to come back for architectural control or to give staff the flexibility to work with the applicant for an approved garage building structure and then go through the building permit process.

Vice Chair Kahle said they wanted the project to move forward. He said personally he would leave it with staff to work with the applicant on the garage design with substantial conformance email back to the Commission and move forward with the recommendation in the motion to go to the City Council without additional review by the Planning Commission.

Commissioner Barnes said he could support the motion to have staff review and approve a redesign of the garage, and not have the project come back to the Planning Commission.

Commissioner Strehl asked when the project was expected to be heard by the City Council and next steps. Principal Planner Chow said the City Council was expecting to consider the amendment at its November 7 meeting. Commissioner Strehl said that did not give the applicant much time to work on the garage revision. Principal Planner Chow said they could forward the Commission recommendations to the City Council and if they supported the Planning Commission's recommendations then staff would work with the applicant to revise the garage design.

Mr. Tim Tosta said he heard comments about the landscaping, comments about the planting on the façade, but that the way Commissioner Riggs described the proposed condition it seemed he was also opening up the possibility of changing the location or the building's overall design. He said dealing with facades, dealing with landscaping, and dealing with plantings were in one time frame. He said dealing with location and overall design and massing of the building was another. He asked if they were going to the heart of the building's form or were they asking for lipstick. Commissioner Riggs said it was the building form. He said massing particularly on a parking structure could not be adjusted without a change to the building floor plate. Mr. Tosta said he just wanted to clearly understand. Commissioner Riggs said he did not know if it would be helpful to have a commission subcommittee to work with staff to review an alternative design.

Senior Planner Perata said that could be added to the motion. Commissioner Riggs said he would be willing to be on the subcommittee. Commissioner Strehl suggested that the other subcommittee member not be an architect but a lay person. She said she recommended Commissioners Barnes and Riggs to serve on the subcommittee.

Commissioner Onken said he thought the issue was getting clouded. He said he thought this could be as simple as the applicant working with staff and staff using the substantial conformance review process. He said if any Commissioner still had an issue with the redesign it could be brought back to the Commission but he did not think a garage subcommittee was needed. He said he thought they should allow the applicant to look at the issues, send something back, and have it reviewed through the conformance review process. Vice Chair Kahle said they were trying to keep the project moving. Commissioner Onken said if they approved the motion on the table with the conformance review process with the garage that was the channel that usually worked.

Commissioner Riggs said he was trying to create a venue to solve without the revision having to come back before the Planning Commission as that was unlikely to occur before November 7. He said with the two iterations of the garage to this point either the Commission had not done a good job or one too many constraints was being held onto that prevented the applicant from making the

needed changes.

Vice Chair Kahle said he was loathe to create a subcommittee, and asked the applicant to respond to the idea. Mr. O'Shea said the motion as made would allow them to take all of the input into account and work with staff over the next couple of weeks before November 7 to make the changes to bring to Council.

Vice Chair Kahle asked if staff had a preference for a committee or not, or for substantial conformance review. Senior Planner Perata said that the substantial conformance review was a process in place that they could use. He said based on Commission guidance tonight that staff would review the modified garage design and make a recommendation with a memo to the Commission, in which case it might not have to come back to the Planning Commission for a hearing unless a Commissioner had a concern with staff's recommendation.

Vice Chair Kahle suggested setting aside the subcommittee and using the substantial conformance review.

Vice Chair Kahle agreed to Senior Planner Perata's request to clarify the motion and the guidance provided by the Commission before voting. Mr. Perata said the motion was to recommend approval of the project, that the environmental review and the addendum were done and consistent with the previously certified EIR, that the amendment to the CDP was approvable with the amendment to the Development Agreement with the understanding that the garage design needed further review by the Planning Division ultimately for substantial conformance review by the Planning Commission based on the following guidance from the Planning Commission:

- Overall massing of the garage structure and working to make it less apparent;
- The overall screening and treatment on the exterior façade; and
- Massing includes potential footprint modifications or modulation

ACTION: Motion and second (Riggs/Onken) to recommend project approval to the City Council to include recommendations that the Environmental Review analyzed the proposed project for consistency with the Facebook Campus Expansion Project Environmental Impact Report (EIR) that was certified in November 2016 and that none of the substantial changes have affected the EIR negatively and the Addendum to the EIR be accepted as is; the amendment to the Development Agreement was consistent with the timing of benefits associated with the approved project and the provision of additional funds for city services; and the Conditional Development Permit amendment was approvable with the understanding that the garage design needed further review by the Planning Division ultimately for substantial conformance review by the Planning Commission based on the following guidance from the Planning Commission; passes 4-1-2 with Commissioners Kahle, Onken, Riggs and Strehl supporting, Commissioner Barnes opposing, and Commissioners Combs and Goodhue recused.

- Overall massing of the garage structure and working to make it less apparent;
- The overall screening and treatment on the exterior façade; and
- Massing include potential footprint modifications or modulation

H. Informational Items

H1. Future Planning Commission Meeting Schedule

- Regular Meeting: October 23, 2017 (canceled)
- Regular Meeting: November 6, 2017

Principal Planner Chow said that for the meeting of November 6 potentially would have a few single-family development reviews and the new Chrysler pump station. She said there were two substantial conformance memos that would be sent to the Commission next week for their consideration.

- Regular Meeting: November 13, 2017

I. Adjournment

Vice Chair Kahle adjourned the meeting at 9:50 p.m.

Staff Liaison: Deanna Chow, Principal Planner

Recording Secretary: Brenda Bennett



REGULAR MEETING MINUTES - DRAFT

Date: 11/6/2017
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Drew Combs called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Barnes, Drew Combs (Vice Chair), Susan Goodhue, Larry Kahle, John Onken, Henry Riggs, Katherine Strehl (Chair)

Staff: Deanna Chow, Principal Planner, Sunny Chao, Assistant Planner

C. Reports and Announcements

Principal Planner Deanna Chow said the Facebook Conditional Development Permit Amendment and Development Agreement Amendment project and a Reconsideration of the Rezoning and Annexation of 2131 Sand Hill Road by the request of Council Member Carlton were on the City Council's November 7, 2017 meeting agenda. She said the Planning Commission meeting of November 13, 2017 was canceled and the next regular meeting was December 4, 2017.

Chair Combs said that item F1 for 107 Hedge Road was postponed and item F3 for 1221 Chrysler Road was deferred to a future meeting. He said that the Commission would consider item F2 for 689 University Drive under the Public Hearing agenda.

D. Public Comment

There was none.

E. Consent Calendar

E1. Approval of minutes from the September 25, 2017, Planning Commission meeting. ([Attachment](#))

Chair Combs said Commissioner Henry Riggs had submitted one clarification to the minutes.

Commissioner Katherine Strehl said she would abstain from the vote as she was not present at the September 25, 2017 meeting.

ACTION: Motion and second (Susan Goodhue/John Onken) to approve the minutes of September 25, 2017 with the following modification; passes 6-0-1 with Commissioner Strehl abstaining.

- Page 12, last paragraph, 1st line: replace “Commissioner and...” with Commissioner Kahle and...”

F. Public Hearing

- F1. Use Permit/Roman Klinkovich/107 Hedge Road:
Request for a use permit to perform interior modifications and construct first and second story additions to an existing single-story single-family residence on a substandard lot with respect to width in the R-1-U (Single-Family Urban Residential) zoning district. The proposal would exceed 50 percent of the existing floor area and is considered equivalent to a new structure. ([Staff Report #17-065-PC](#))

Item was postponed to a future meeting.

- F2. Use Permit and Variance/Theodore J. Catino/689 University Drive:
Request for a use permit to demolish a 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 regards to lot width and area in the R-3 (Apartment) zoning district. The proposal includes a request for a variance for the new residence to encroach into the required 20-foot separation between the main building on the subject site and the main building located on the adjacent left lot. As part of the project, one heritage plum tree in the left side yard is proposed for removal. ([Staff Report #17-066-PC](#))

Staff Comment: Assistant Planner Sunny Chao said there were no changes to the written staff report.

Applicant Presentation: Adam Rockwood, Rockwood Design, Los Gatos, said he was representing the property owners. He said his clients purchased the property earlier in the year and his firm has worked with them towards creating a home for their growing family. He said the existing home was a two-bedroom, one bath, non-historic house of approximately 1100 square feet with a detached garage on a substandard lot, the lot being 48-feet wide at University Drive, where 70-foot width was required by code. He said they were proposing to demolish the existing residence and build a new contemporary, two-story, single-family residence. He said the design incorporated a dark colored standing seam metal roof and a mixture of wood, stucco, and composite interest panels as well as a high quality aluminum exterior windows and door package. He said they have requested the removal of several trees with three of those listed in poor condition, one small nine-inch plum in fair condition, and a tulip poplar in good condition but unfortunately located in the interior property line, more or less in the middle of the usable portion of the lot. He said of those trees the one heritage tree was a purple-leaved plum in poor condition with multiple structural defects, declining health, and not a good candidate for retention in accordance with the arborist's report. He said they reached out to neighbors twice during the process. He said they heard from one neighbor who requested a set of drawings, which they provided.

Mr. Rockwood said they designed the project to meet the required 10-foot side yard setback. He said a 20-foot separation between main buildings on the project site and the main buildings located on an adjacent lot was also required. He said the neighboring property's main building was within the required 10-foot setback and defined as nonconforming. He said with a substandard lot width of 48 feet, an exterior side yard setback of 15 feet due to the lot being a corner lot, and an interior

side yard setback of 10 feet meant that 25% of the lot width was dedicated to setbacks. He said they were requesting a variance from the required separation of 20 feet between main buildings. He said code section 16.80.060 referred to the amortization of nonconforming uses and structures to bring those into compliance. He said while they understood that a strict interpretation of the zoning ordinance required a 20-foot separation between structures, they felt the strict application of the zoning ordinance should have also resulted in the removal of the nonconforming conditions of the adjacent property in accordance with the amortization section of the zoning ordinance. He said research indicated the adjacent residence was built in 1951 and per city code should have been brought into compliance by 1991 at the latest. He said if the next door neighbor's home conformed with the code as it should, they would not have needed to request a variance, which required a \$3,000 deposit be paid along with the application. He said they would argue that it devalued the property in its existing state. He said they requested that the Planning Commission consider whether or not a variance was required for their application and if the Commission did require a variance request, they would defer to their variance request letter that evaluated the findings required for the variance application.

Chair Combs asked staff whether the Commission had the ability to determine whether a variance request was needed or not when it was agendized as such. Principal Planner Chow said the variance was integral to the proposed project. She said if the Commission was to move forward with the project it would have to consider the variance for the separation between the subject and adjacent buildings. She said that amortization was in the City's code but was something that needed to be enacted by the City Council. She said there were many nonconforming structures in the City and to require the demolition of those structures was not something the City had implemented and was not likely to do. She said that process included going to the City Council and returning back to the Planning Commission so the variance request process was recommended.

Chair Combs confirmed with the applicant that the property owners bought the property with full knowledge of its conditions and limitations. Mr. Rockwood restated his concerns with this project having to meet a strict interpretation of code but the neighboring property was not required to do so and its nonconforming condition was what made a variance necessary for the subject property.

Commissioner Andrew Barnes asked about night illumination into the adjacent apartment building from the left side hallway windows on the subject property. Mr. Rockwood said it was the side elevation of the adjacent property. He said they proposed in the elevations that those windows in the hall and stair on the second floor would be frosted glass, sheet A2.2. He noted that the frosted glass should be called out on that sheet and was not. He said they also raised the sill heights from what they had originally proposed.

Commissioner Larry Kahle asked if all the windows on the left side elevation were frosted or just the second story windows. Mr. Rockwood said just the windows at the stair core and the stair hall were frosted. He said the sill heights in the bedrooms and the bathrooms were at six-feet so the windows were only two feet tall.

Commissioner Kahle said there was a request for an additional one foot of height for mechanical equipment. He asked if that meant the whole roof would be taller or whether they were proposing mechanical equipment just on the three by twelve. Mr. Rockwood said it was something his firm typically requested in the event the structural engineer chose a raised floor system as it allowed them another foot in height to play with. Commissioner Kahle asked if the second floor plate was being raised or just the pitch of the roof. Mr. Rockwood said the overall relation was in the ultimate

height of the pitch but depending on the floor levels that the plate heights might change as well. Responding to another question from Commissioner Kahle, Mr. Rockwood said he did not know if the additional height would be taken up in the roof pitch or the plate height.

Commissioner Kahle asked about the materials. Mr. Rockwood said they had a standing seam metal roof that would probably be a dark gray or dark bronze color. He said they would use natural red western cedar siding that would be stained for protection, typically with a transparent stain. He said the composite panels were a cementitious panel system made by Swiss Pearl. He said they would use acrylic stucco with trowel finish. He said typically they wanted either a nice smooth stucco or a light sand finish to the actual stucco. He said they used aluminum control joints to make sure no cracking occurred with the stucco. He said the aluminum windows and doors most likely would be in a dark bronze color to match the rest of the trim color.

Commissioner Kahle asked about the bands for the fascia. Mr. Rockwood said the bands were sheet metal with flashing typical of roof fascia. He said typically that was a metal applied trim fascia that came in the same color as the roof. He said typically they match the roof color and trim. Commissioner Kahle confirmed with the applicant that was the same for the awnings. Commissioner Kahle asked how thick the fascia and rake boards were. Mr. Rockwood said they were probably eight inches or so.

Commissioner Kahle asked if the applicant was open to some suggestions about materials and where they were located. Mr. Rockwood said as long it was a suggestion. Commissioner Kahle said there was wood siding on the street elevation on the side where the front garage wrapped around into the second garage putting the transition from stucco to wood at that outside corner. He said the transition would tend to work better if it was on the inside corners the stucco wrapped around. Mr. Rockwood said they typically picked up that transition with a custom made piece of aluminum. Commissioner Kahle said three materials were used along the entry wall including wood siding, stucco, and composition panels. He asked if the intention was to use three materials. Mr. Rockwood said it was to break up the elevation as it was fairly long and to create a proportionate massing.

Commissioner Riggs confirmed with the applicant that the frosted glass would be used for the three windows specified at the stair core elevation and the one window that was basically at the stair hall on the second story. Commissioner Riggs said for those windows the Commission might be able to allow the sills to be lower. He said in referring to frosted glass the applicant might want to leave open other obscure glass options and suggested in the approval to refer to obscure glass. Mr. Rockwood said that would be great.

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

Commission Comment: Commissioner Barnes said correspondence on this project noted that the property was in an R-3 zoning district and could accommodate a multi-family structure. He said it was not ideal to lose housing opportunity in the City but this choice was the prerogative of the property owner and not the purview of the Planning Commission. He said the overall aesthetics of the project were good and he supported it. He said he was fine with the variance as it was a hardship unique to this property. He said if the applicant wanted to lower the sill heights that was fine as those windows had frosted glass.

Commissioner Onken confirmed with staff that the 20-foot separation requirement between main

structures on adjacent properties was specific to the R-3 zoning district. He said that requirement probably had to do with the expectation that multi-family buildings could be built on such parcels. He said regarding the variance there was a unique situation and he could support the variance. He said regarding the comment as to why the property was not being used for multi-family housing that the lot was not big enough to accommodate parking onsite for more than one unit. He said he supported the project.

Commissioner Goodhue said she liked the adaption of the house to the lot and agreed with Commissioner Barnes that it would be a good improvement to the corner. She said the granting of the variance was warranted given the unique situation, preservation of trees and the narrowness of the lot. She said that she hoped the nonconforming use on the adjacent parcel was fixed eventually to improve the building separation. She said the project was nicely designed and she supported it.

Commissioner Kahle said he appreciated the redwood tree on the corner and the garage offsets. He said he had no issue with the variance request as it was the condition on a neighbor's property that made it necessary. He said he was concerned with an addition of one foot height. He said if that was limited to the roof pitch that was one thing but it could raise the whole structure one foot, which would make the home a lot taller. He said he was concerned about the materials and the roof forms, especially over the master suite area. He said as a contemporary design it needed to be more refined and have more thought given to the style design. He said the home would be on a prominent corner and very visible.

Commissioner Riggs said he agreed with approving the variance. He noted the comments he had made about allowing lower sill heights for the windows with obscure glass. He said it was new that they would approve a project with the potential to raise the roof up a foot. He said if it was not the pitch that changed then the elevations would be a somewhat different proportion than what was presented. He said he hesitated to support the additional plate height. He asked if the Chair would have the applicant address what he would need to do in terms of the HVAC if the approval held the plate height where it was and just allowed flexibility for the overall roof height.

Recognized by the Chair, Mr. Rockwood said it was a tradeoff between plate heights and the overall roof heights. He said even if the mechanical system went into the attic it would not affect the roof height. He said overall he thought the additional space would go to the plate height and towards the plate height equally. He said if they were concerned with the additional height requested to allow the plate height to eventually grow they would remove the request but they would prefer the leeway of 12 inches to allow the location of the mechanical equipments.

Commissioner Riggs moved to make the findings for the variance request and the use permit with two conditions: the three stair windows and adjacent hall window on the second floor would be obscure glass and their sill heights might be adjusted to two feet; and a variation in the roof peak could be allowed but based on the elevations presented the plate heights should be held and predominately the elevations presented. Commissioner Strehl seconded the motion.

Commissioner Onken said that this was the first time an applicant had ever put a request forward to give themselves protection from making errors and increase the height of a house to accommodate noting that there were 10-foot ceilings on the ground floor. He said the use permit should be for the ridge height of 24-feet 11-inches as submitted on the plans. He asked if the maker of the motion wanted to withdraw the motion as the height was already clear on the

drawings. Chair Combs said that the applicant had made a request and even if outside the norm he thought the Commission should respond. Commissioner Onken said other jurisdictions had restrictions on the height of mechanical equipment, vent heights, and chimney heights for example where the City does not but the City specifies the maximum height of the building.

Commissioner Barnes asked staff about adding the condition for the flexibility to increase the height if need by one foot. Chair Combs noted there was a motion and second on the table and asked staff to answer the question. Assistant Planner Chao said the request had come in with the last plan revision to allow for additional height; she said that was a very uncommon request. Commissioner Barnes asked for clarification as to why it was included in the approval conditions. Principal Planner Chow said the request was something staff typically did not see but they wanted to work with the applicant to potentially avoid coming back to the Commissioner after the building permit stage if there was something that needed to be adjusted for mechanical equipment. She said they also looked at the overall height which was allowed to 35-feet in the R-3 zoning district and that with another foot added it would still be lower than the allowable height. Commissioner Barnes asked if it would set a precedent for future submittals. Principal Planner Chow said it could open that door but noted staff reviews every application on a case by case basis to understand the circumstances with which an applicant was trying to work. Commissioner Barnes confirmed with the Chair that only the obscured windows would be allowed to decrease the sill height.

Commissioner Riggs said he understood Commissioner Onken's concern but he was more concerned with the plate height, which was why he suggested that be held. He said he did not think a rise in the ridge height would hurt the building and in fact might help the design as a 3 by 12 roof was not typically a modern roof. He said also the height was far below the 35 foot maximum height limit. He said for future reference that applicants be requested to submit two options in a similar scenario as this for the Commission's review.

Commissioner Strehl said the maximum allowable height in this zoning district was 35 feet. She said if the use permit request submitted had an additional foot in height than what was submitted that she did not think the Commission would request decreasing the roof line one foot.

Commissioner Barnes said he would not have a problem with a plate height proposed at 25-feet 11-inches. He said he did not agree with the ability to call for a change with a project pursuant to submitting plans and could not support the flexibility of one foot for this project.

Chair Combs confirmed that Commissioner Barnes would not allow the additional foot even though the project was well below the allowable maximum height. Commissioner Barnes said there was a maximum allowable height of 28-feet in the R-1-U zoning district. He said what an applicant chose to submit was their prerogative and the Commission could review and act upon that. He said giving flexibility to a very unusual request was not a precedent he wanted to support setting.

Chair Barnes said the applicant had said this was a common practice for his firm and asked if he had encountered problems with other jurisdictions. Mr. Rockwood said he had not ever had a project needing Planning Commission approval. He said some jurisdictions allowed some variation. He said if the Commission did not want to grant the additional height he would retract the request.

Commissioner Strehl said each use permit request was unique. She said she did not think they would be setting a precedent. She said the height proposed was so far below the allowable height that she thought it was not a significant issue.

Commissioner Riggs said this presentation did not include any color palettes. He said there was a comfort level when a design team presented a color scheme.

Commissioner Kahle said he had a problem with an option for a different height. He said a good design process would think through the design ahead of time and know if another foot of height was needed or not. He said his objection to the project was the roof form needed more thought and to some extent the materials presentation. He said he could not support the project.

Chair Combs asked staff to repeat the motion/second on the table. Principal Planner Chow said the motion by Commissioner Riggs and the second by Commissioner Strehl was to approve the use permit and make the findings for the variance with two conditions: require that the three windows in the stair case and adjacent hallway window, second story, left side elevation have obscured glass with the flexibility to lower the sill height to two feet and to allow for adjustments in the roof peak up to one foot but hold the plate height and general aesthetics to accommodate potential mechanical equipment.

ACTION: Motion and second (Riggs/Strehl) to make the findings for the variance and approve the project as recommended with the following modifications: passes 4-3 with Commissioners Combs, Goodhue, Strehl and Riggs supporting and Commissioners Barnes, Kahle and Onken opposing.

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current 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. Make the following findings as per Section 16.82.340 of the Zoning Ordinance pertaining to the granting of variances:
 - a. The main building on the left side of the subject parcel has a setback of approximately four feet, 11 inches and does not conform to the required interior 10-foot side setback required in the R-3 zone. As a result of this nonconforming setback, the subject property would be required to provide a setback of 15 feet, one inch. When combined with this nonconforming building, the narrow width of the parcel creates a uniquely small area for the permitted building footprint. Additionally, the heritage-size redwood tree in the front right corner of the lot limits the permitted building footprint to ensure the new construction would not impact the existing heritage tree. This hardship is unique to the property, and has not been created by an act of the owner.
 - b. If the proposed residence were built 20 feet from the main building on the neighboring lot to the left, the residence would only be 13 feet wide, resulting in a long narrow structure. If the structure on the left side was in conformance with its required side setback, the variance would not be necessary for the proposed 23-foot wide residence. The variance would thus be necessary for the preservation and enjoyment of substantial property rights

possessed by other conforming property. Due to the placement of the adjacent structure and the narrowness of the lot, the requested variance would not represent a special privilege.

- c. The distance to the building on the left side of the subject property would be 14.9 feet. If the left adjacent parcel is redeveloped in the future, it would be required to adhere to the 10 foot side yard setback and the proposed variance would no longer be needed. The proposed project would be below the maximum allowed building coverage and all other Zoning Ordinance standards would be met. In particular, the structure would be well below the 35-foot maximum height limit, with a maximum ridge height of 25 feet and 11 inches. As such, granting of the variance would not be materially detrimental to the public health, safety, or welfare, and will not impair an adequate supply of light and air to adjacent property.
 - d. Although there are a few other narrow parcels in the area that may be adjacent to properties that are not in conformance with the required 10 foot interior side yard setbacks on either side, these are exceptions. Each project would be reviewed individually. The unique conditions of the short substandard lot width, the adjacent nonconforming structure in regards to side setback, and close proximity of the large heritage tree make the variance specific to this lot's conditions. As such, the conditions on which the variance is based would not be generally applicable to other property in the same zoning classification.
 - e. The property is not within any Specific Plan area, and thus a finding regarding an unusual factor does not apply.
4. Approve the use permit and variance subject to the following **standard** conditions:
- a. Development of the project shall be substantially in conformance with the plans prepared by Rockwood Design consisting of nine plan sheets, dated received October 24, 2017, and approved by the Planning Commission on November 6, 2017, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
 - b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
 - d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.

- f. 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 and the recommendations in the arborist report by Monarch Consulting Arborists, LLC dated April 7, 2017 (dated received May 11, 2017).

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

- a. Simultaneous with the submittal of a complete building permit application, the applicant shall have the flexibility to propose a maximum height of 25 feet, 11 inches for the new two-story, single-family residence to accommodate any potential mechanical or structural coordination so long as the overall architectural design is retained **only with adjustments in the roof peak up to one foot and no change to the plate height**. This is subject to the review and approval of the Planning Division.
- b. **Obscure glass will be used in the three windows in the stair well and the one adjacent hall window on the second story and those window sills might be lowered to two feet in height.**

F3. Use Permit and Architectural Control/City of Menlo Park/1221 Chrysler Drive:
Request for architectural control to construct a new stormwater pump station to replace the existing pump station and a request for a use permit for hazardous materials to install a new diesel emergency generator associated with the stormwater pump station, which is located in the P-F (Public Facilities) zoning district. *Item deferred to a future meeting.*

Item was deferred to a future meeting.

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: November 13, 2017 (Canceled)
- Regular Meeting: December 4, 2017

Principal Planner Chow said that the two items continued from this meeting, the Chrysler Pump Station and the 107 Hedge Road project, would potentially be on the December 4, 2017 meeting agenda. She said also in December an annual review of the Facebook development agreement would occur as well as a potential ordinance amendment for EV charging stations. She said the City Council asked staff to look at expanding the EV charging station requirement citywide and also increase the requirement. She said staff has been working with the Council's subcommittee on this and received community input at a recent meeting. She said they would bring a draft ordinance amendment to the Planning Commission for review before taking it to City Council.

Commissioner Onken said the Council would hear the Facebook Expansion Project amendment the following evening. He said he received proposed changes to the garage from Facebook. He

asked if the Commission would do a substantial conformance review process or whether these changes went directly to the Council and then came back to the Commission. Principal Planner Chow said the staff report to the City Council included the proposed garage modifications presented by the applicants. She said the Council had the opportunity to support the project as the Planning Commission recommended with the conformance memo bringing the garage back for the Planning Commission's review or Council could choose to support the garage as proposed without modifications and not have a substantial conformance review by the Planning Commission.

Commissioner Barnes asked if conformance review assumed a conformance review by the Planning Commission prior to going to City Council. Principal Planner Chow said she understood that the Commission's recommendation for the City Council was to bring it forward to the City Council for their final action if it included the condition of approval for the substantial conformance memo process through the Planning Commission.

- Regular Meeting: December 11, 2017

Commissioner Strehl said last Monday there was a meeting of the Transportation Master Plan work group that she attended as the member representing the Planning Commission. She noted Commissioners Barnes and Riggs were there as members-at-large. Commissioner Barnes and she agreed the meeting was very interesting and the work very important to the City.

H. Adjournment

Chair Combs adjourned the meeting at 8:11 p.m.

Staff Liaison: Deanna Chow

Recording Secretary: Brenda Bennett



STAFF REPORT

Planning Commission

Meeting Date: 12/4/2017

Staff Report Number: 17-067-PC

Public Hearing: Use Permit/Roman Klinkovich/107 Hedge Road

Recommendation

Staff recommends that the Planning Commission approve a request for a use permit to perform interior modifications and construct first and second story additions to an existing single-story single-family residence on a substandard lot with respect to width and area in the R-1-U (Single-Family Urban Residential) zoning district, at 107 Hedge Road. The proposal would exceed 50 percent of the existing floor area and is considered equivalent to a new structure. 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 107 Hedge Road, an interior lot between Bay Road and Dunsmuir Way. A location map is included as Attachment B. The subject parcel is immediately surrounded by single-family homes that are also in the R-1-U zoning district. There are primarily one-story and two-story single family residences surrounding the project site which feature architectural styles including ranch, farmhouse, and contemporary homes. Most of the nearby parcels are also substandard with regard to lot width and area and feature one-car attached garages.

Analysis

Project description

The applicant is proposing to partially demolish, remodel and expand the existing residence, which includes the addition of a second story. At the ground floor, the proposal includes renovations to the interior of the residence to create two new single-car garages which would flank a new front entry leading to a new large foyer. By reconfiguring the existing bedrooms, bathrooms and kitchen, the applicant would create a new great room, office, bathroom and kitchen towards the rear of the home. On the new second floor, the applicant would build three bedrooms and a bathroom, and a master bedroom with a walk-in closet, master bathroom, and a balcony at the rear of the home. The second floor addition would comply with all the setback requirements, including the City's requirement that balconies and decks above the first floor shall be located at least 20 feet from the side lot line and 30 feet from the rear lot line.

The house is proposed to be 27 feet, nine inches in height where the maximum permissible height is 28 feet and the proposed structure would also comply with daylight plane requirements. The residence would be located approximately four feet, five inches from the front setback, the second floor would be inset 15 feet, nine inches from the left side property line, and would be approximately 31 feet, eight inches from the rear property line. The project includes the removal of an existing shed from the left side of the building so that the FAL (Floor Area Limit) for the subject property would not be exceeded. A data table summarizing the 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.

Design and materials

The applicant proposes to comprehensively update the exterior materials of their residence from the existing ranch style to a French country chateau architectural style. The exterior of the residence would have smooth stucco siding, decorative bands at the first and second floors, a metal panel roof, and wood rake and shingle molding would frame the second story windows on the front façade. The applicant is proposing two single-car garages to add symmetry to the new front elevation and would feature wood-like textured doors. The first floor at the rear and sides of the home would feature a new, flat roof with an 18-inch parapet. Leading out from the master bedroom would be the new second floor deck with 42-inch wrought iron guardrails which would provide added screening. Staff believes that the scale, materials, and unique design of the revised residence would be compatible with the neighborhood's mix of architectural styles.

Trees and landscaping

There is one heritage coast live oak tree located in the rear yard of the adjacent property to the left. The subject site does not contain any trees. The applicant has submitted an arborist report (Attachment F) detailing the species, size, and conditions of the neighbor's heritage tree. The proposed project is not anticipated to adversely affect the tree, as standard tree protection measures would be ensured through standard condition 3g.

Correspondence

Staff has not received any items of correspondence on the proposed project. The applicant states in the project description letter (Attachment C) that the owners reached out to the side properties and did not receive any negative feedback.

Conclusion

Staff believes the scale, materials, and style of the proposed remodel and additions are compatible with the surrounding neighborhood. The two-single car garages and decorative elements such as stucco siding and French country style-framed windows would add visual interest to the structure. The heritage coast live oak tree would be protected by standard tree protection measures. 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

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

Exhibit A – Example of the garage door material

Report prepared by:

Michele T. Morris, Assistant Planner

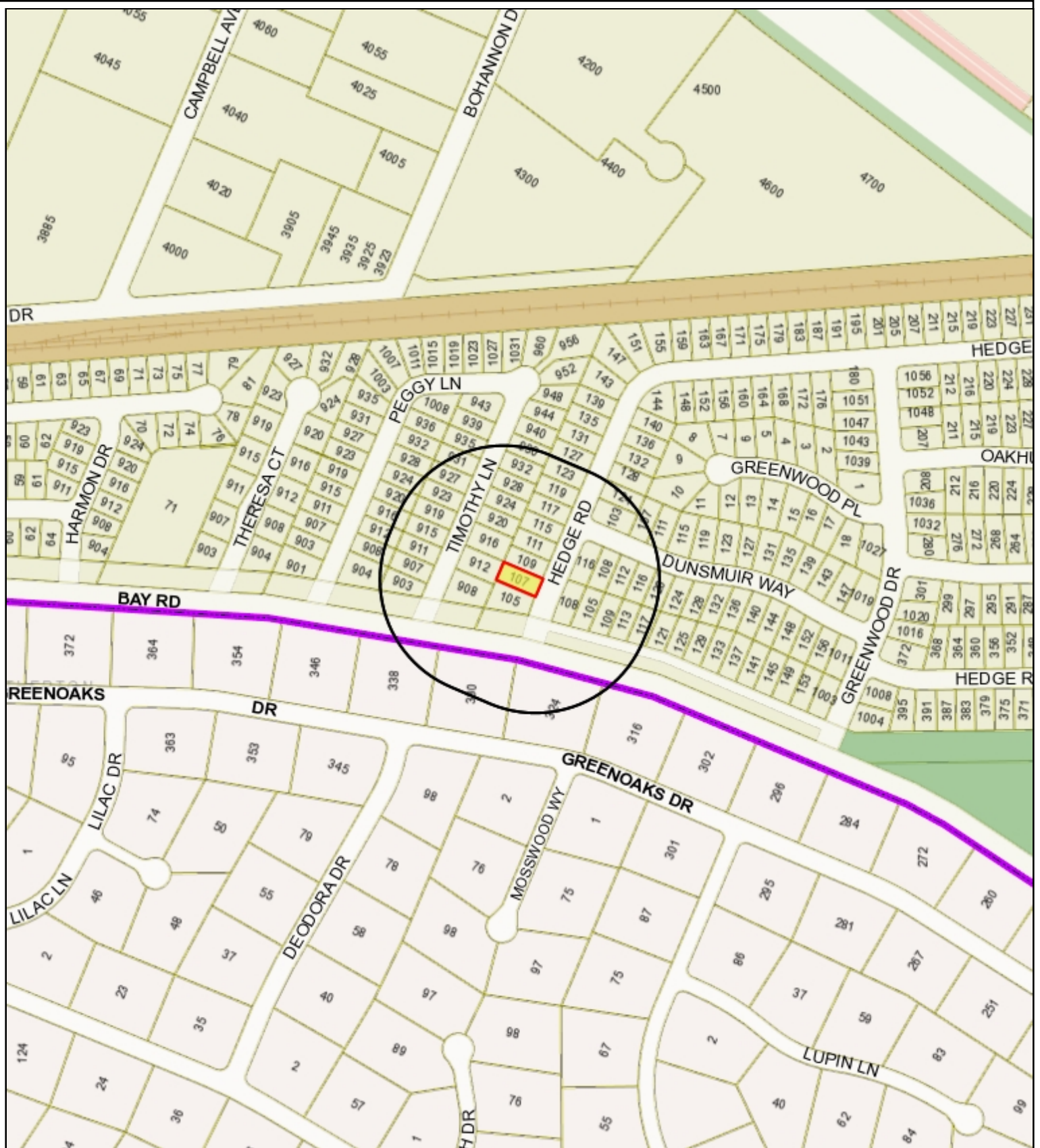
Report reviewed by:
Deanna Chow, Principal Planner

107 Hedge Road – Attachment A: Recommended Actions

LOCATION: 107 Hedge Road	PROJECT NUMBER: PLN2017-00029	APPLICANT: 107 Hedge Road	OWNER: Roman Klinkovich
REQUEST: Request for a use permit to perform interior modifications and construct first and second story additions to an existing single-story single-family residence on a substandard lot with respect to width and lot area in the R-1-U (Single-Family Urban Residential) zoning district. The proposal would exceed 50 percent of the existing floor area and is considered equivalent to a new structure.			
DECISION ENTITY: Planning Commission	DATE: December 4, 2017	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
ACTION:			
<ol style="list-style-type: none"> 1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, “Existing Facilities”) of the current CEQA Guidelines. 2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City. 3. Approve the use permit subject to the following standard conditions: <ol style="list-style-type: none"> a. Development of the project shall be substantially in conformance with the plans prepared by Noble Benjamin Associates, consisting of 12 plan sheets, dated received November 20, 2017 and approved by the Planning Commission on December 4, 2017 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 and the recommendations in the arborist report by Davey Resource Group, dated March 13, 2017. 4. Approve the use permit subject to the following project-specific condition: 			

107 Hedge Road – Attachment A: Recommended Actions

LOCATION: 107 Hedge Road	PROJECT NUMBER: PLN2017-00029	APPLICANT: 107 Hedge Road	OWNER: Roman Klinkovich
REQUEST: Request for a use permit to perform interior modifications and construct first and second story additions to an existing single-story single-family residence on a substandard lot with respect to width and lot area in the R-1-U (Single-Family Urban Residential) zoning district. The proposal would exceed 50 percent of the existing floor area and is considered equivalent to a new structure.			
DECISION ENTITY: Planning Commission	DATE: December 4, 2017	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
ACTION:			
<ul style="list-style-type: none"> a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised plans which includes the demolition of the existing shed, and demonstrates that the proposed project does not exceed the floor area limit of 2,800 square feet, subject to review and approval of the Planning Division. 			



CITY OF
MENLO PARK

City of Menlo Park
Location Map
107 HEDGE ROAD



Scale: 1:4,000

Drawn By: MTM

Checked By: DMC

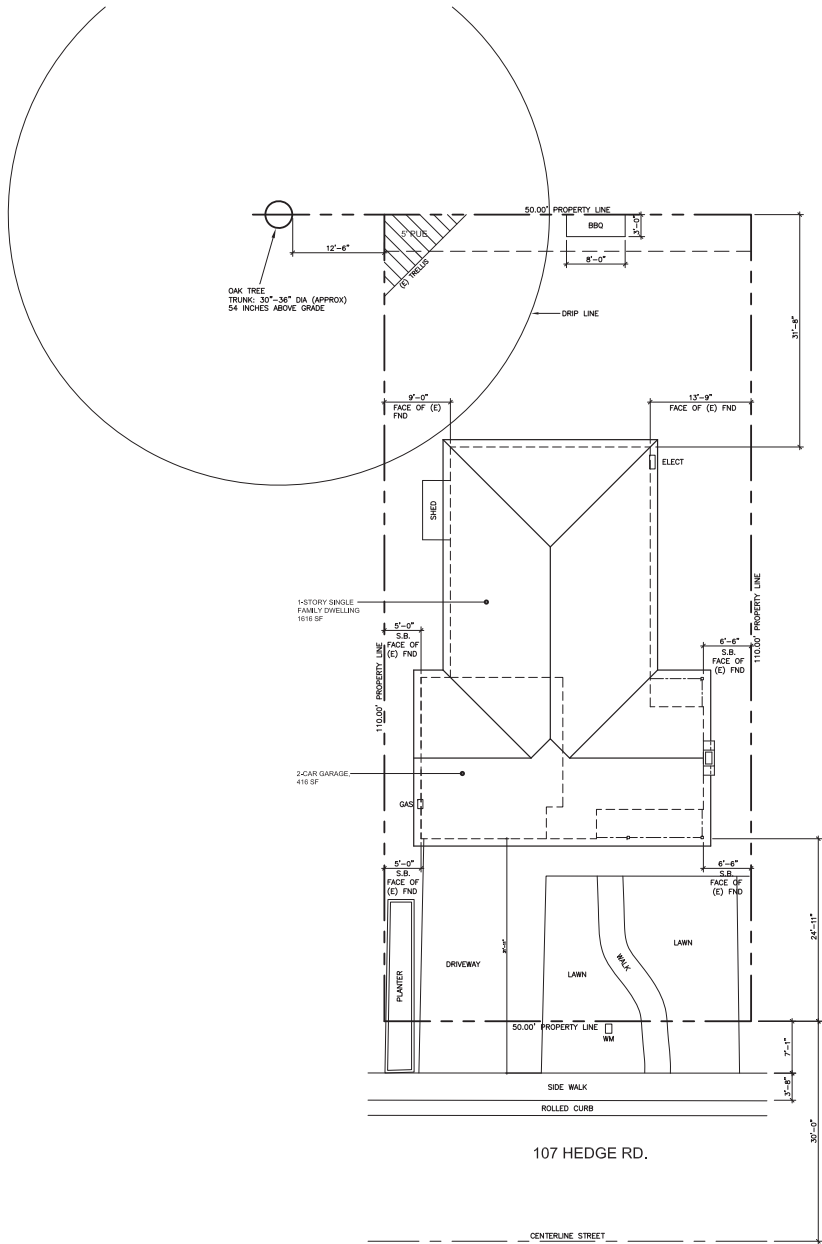
Date: 12/4/2017

Sheet: 1

	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	5,500 sf	5,500 sf	7,000 sf min.
Lot width	50 ft.	50 ft.	65 ft. min.
Lot depth	110 ft.	110 ft.	100 ft. min.
Setbacks			
Front	24.9 ft.	24.9 ft.	20 ft. min.
Rear	31.7 ft.	31.7 ft.	20 ft. min.
Side (left)	5 ft.	5 ft.	5 ft. min.
Side (right)	6.5 ft.	6.5 ft.	5 ft. min.
Building coverage	1,724.6 sf 31.4 %	2,194.2 sf 39.9 %	1,925 sf max. 35 % max.
FAL (Floor Area Limit)	2,799.5 sf	2,063 sf	2,800 sf max.
Square footage by floor	1,243 sf/1 st 1,081.9 sf/2 nd 474.6 sf/garage 7 sf/porch	1,647 sf/1st 416 sf/garage 131.2 sf/porches	
Square footage of building	2,806.5 sf	2,194.2 sf	
Building height	27.8 ft.	13.8 ft.	28 ft. max.
Parking	2 covered	2 covered	1 covered/1 uncovered

Trees	Heritage trees	1*	Non-Heritage trees	0	New Trees	0
	Heritage trees proposed for removal	0	Non-Heritage trees proposed for removal	0	Total Number of Trees	1

* This Heritage-sized tree is on an adjacent property.



EXISTING SITE PLAN

1/8" = 1'-0"

FRONTAGE IMPROVEMENTS:

- A) ANY FRONTAGE IMPROVEMENTS WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION WILL BE REQUIRED TO BE REPLACED. ALL FRONTAGE IMPROVEMENT WORK SHALL BE IN ACCORDANCE WITH THE LATEST VERSION OF THE CITY STANDARD DETAILS.
- B) ALL EXISTING FRONTAGE IMPROVEMENTS WITHIN THE PROPERTY LIMITS THAT ARE DAMAGED, CRACKED, UPLIFTED OR DEPRESSED SHALL BE REPLACED IN KIND PER CITY STANDARDS.
- C) AN ENCROACHMENT PERMIT FROM THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES, INCLUDING UTILITY LATERALS IN THE PUBLIC RIGHT OF WAY. A LIST OF REQUIREMENTS FOR ENCROACHMENT PERMIT SUBMITTAL CAN BE FOUND ON THE CITY'S WEBSITE AT: <http://www.menlopark.org/202/encroachment-permits>

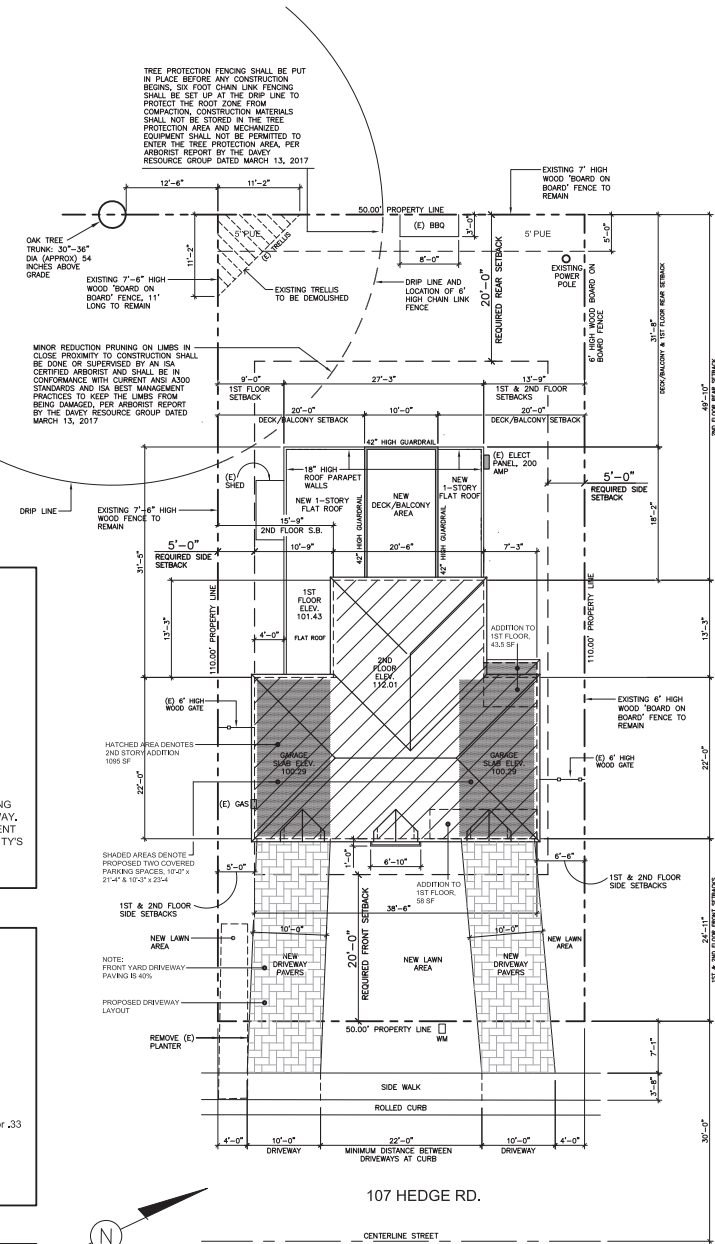
SITE ANALYSIS - ZONING R-1-U

PARCEL (LOT) SIZE: 5500 SF
 ALLOWABLE FLOOR AREA: 2800 SF (LOTS 5000 TO 7000 SF)
 EXISTING FLOOR AREA 1ST FLOOR: 1616 SF
 PROPOSED FLOOR AREA 1ST FLOOR: 1717.6 SF
 PROPOSED FLOOR AREA 2ND FLOOR: 1081.9 SF
 TOTAL PROPOSED FLOOR AREA: 2799.5 SF
 LAND COVERED BY STRUCTURES: 1779.6 SF or .33 PAVING, .25
 LANDSCAPED AREAS: .17
 PARKING SPACES: 2 COVERED

ALL GRADES TO REMAIN NATURAL

NEW LANDSCAPE AREA:

TOTAL NEW LANDSCAPE AREA = 476 SF



PROPOSED SITE PLAN

1/8" = 1'-0"

REVISIONS	
△	PER PLANNING REVIEW 08-15-17
△	PER PLANNING REVIEW 10-31-17
△	PER PLANNING REVIEW 11-20-17

SAN JOSE, CA 95128
 (408) 645-1206

NOBLE BENJAMIN ASSOCIATES

3033 MOORPARK AVE. STE 1
 ASHLIN@nba.com

KLINKOVICH RESIDENCE
 107 HEDGE RD
 MENLO PARK, CA 94025

1 & 2 STORY ADDITIONS
 INTERIOR REMODEL

DATE: 02-21-17

SCALE: AS SHOWN

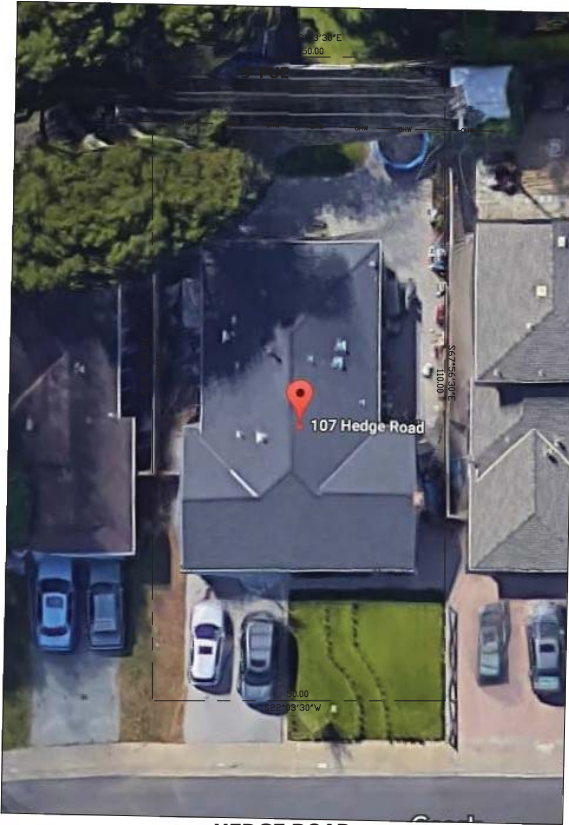
DRAWN: NBH

JOB: KLINKOVICH

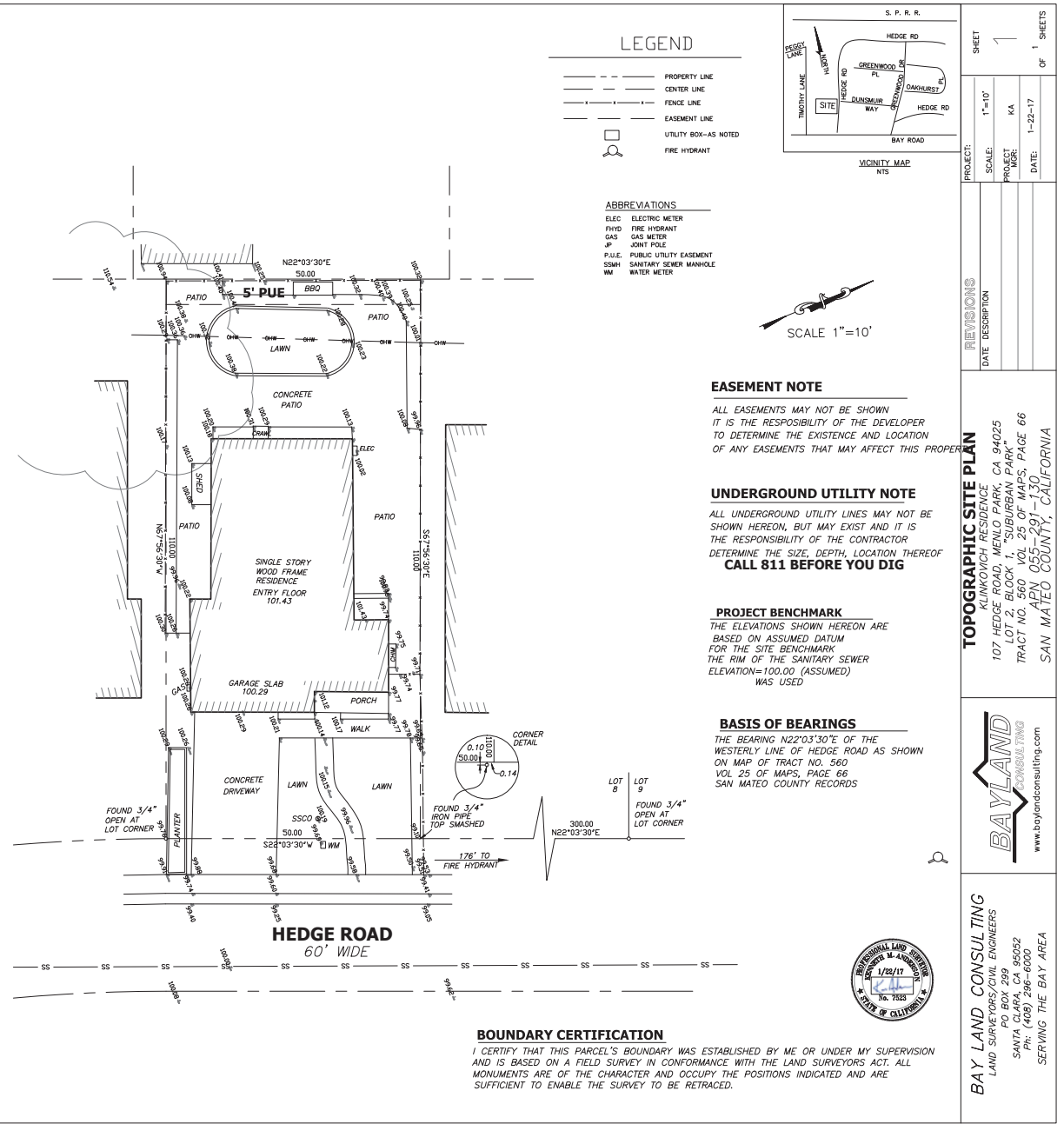
A1

OF SHEETS

107 HEDGE RD

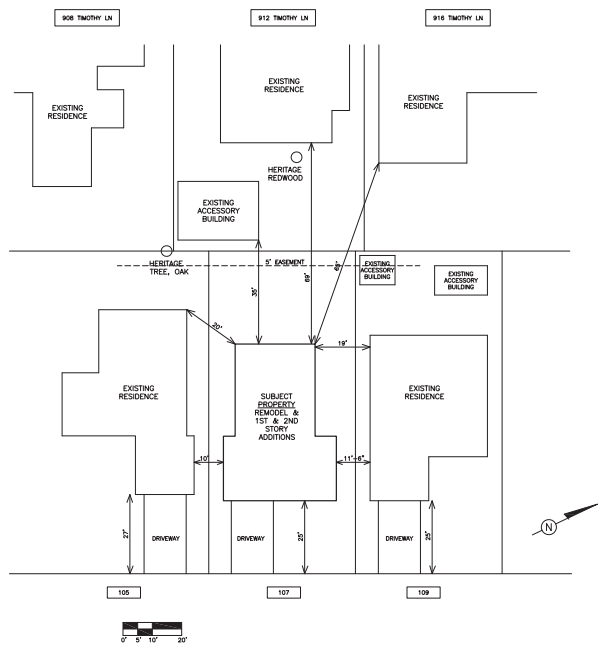


HEDGE ROAD
60' WIDE





STREETSCAPE
1/16" = 1'-0"



AREA PLAN
107 HEDGE RD 1" = 20'-0"

REVISIONS	
△	PER PLANNING REVIEW 08-15-17
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△	PER PLANNING REVIEW 11-20-17

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 ash@nba.com

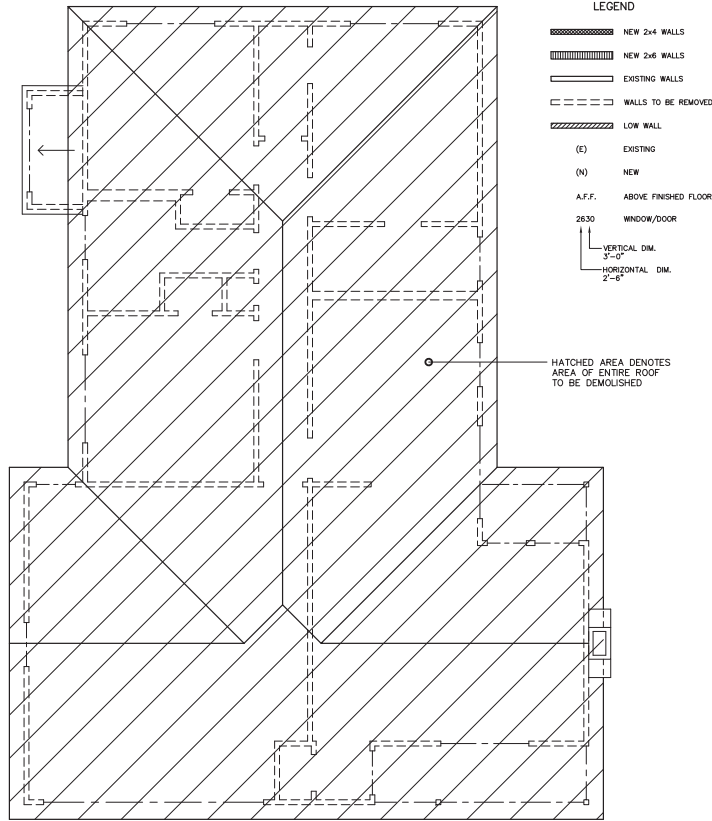
KLINKOVICH RESIDENCE
 107 HEDGE RD
 MENLO PARK, CA 94025

**1 & 2 STORY ADDITIONS
 INTERIOR REMODEL**

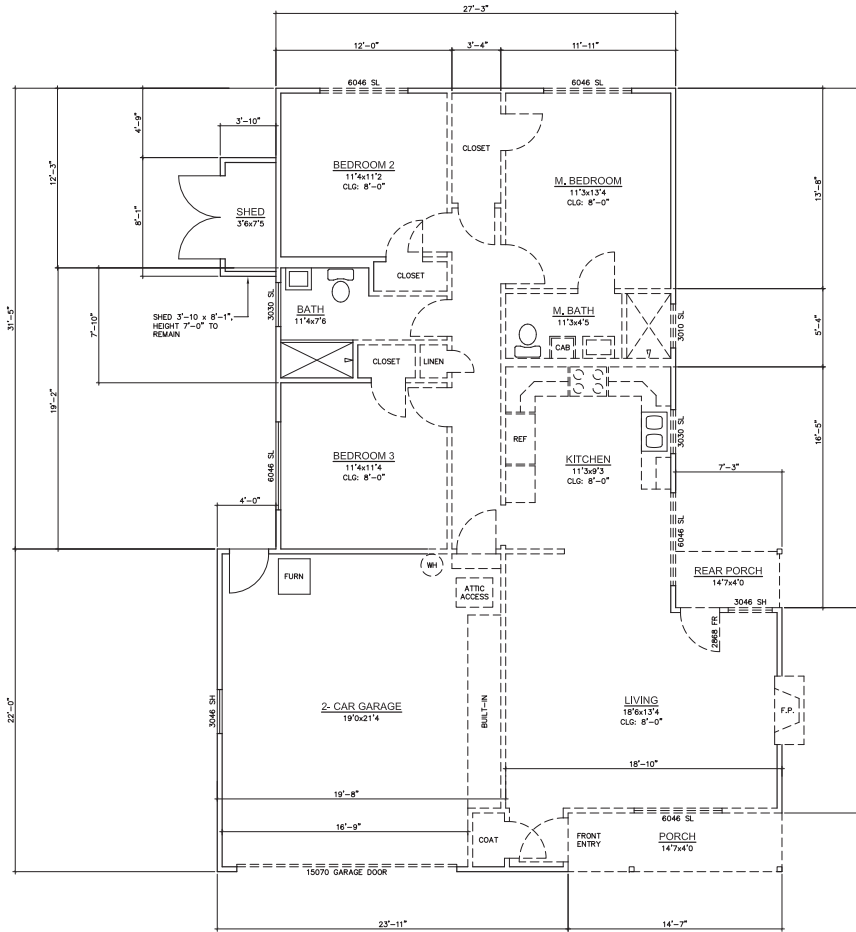
DATE: 02-21-17
 SCALE: AS SHOWN
 DRAWN: NBH
 JOB: KLINKOVICH

A2
 OF SHEETS

107 HEDGE RD



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



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

REVISIONS
△ PER PLANNING REVIEW 08-15-17
△ PER PLANNING REVIEW 10-31-17
△ PER PLANNING REVIEW 11-20-17

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NOBLE BENJAMIN ASSOCIATES

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ash@nb@aol.com

KLINKOVICH RESIDENCE
107 HEDGE RD
MENLO PARK, CA 94025

1 & 2 STORY ADDITIONS
INTERIOR REMODEL

DATE: 02-21-17

SCALE: AS SHOWN

DRAWN: NBH

JOB: KLINKOVICH

A3
OF SHEETS

107 HEDGE RD

REVISIONS	
△	PER PLANNING REVIEW 08-15-17
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△	PER PLANNING REVIEW 11-20-17

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 3033 MOORPARK AVE, STE 1

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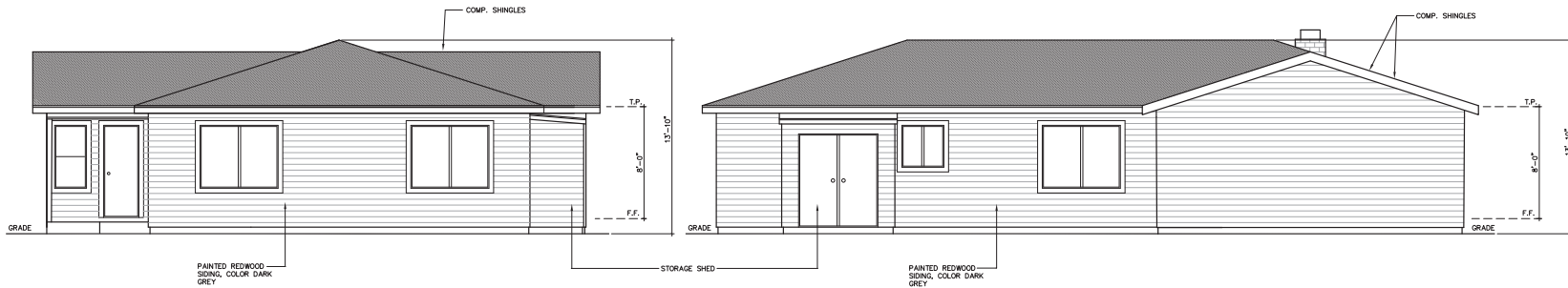
ashl@nbak.com
 (408) 646-1206

KLINKOVICH RESIDENCE
 107 HEDGE RD
 MENLO PARK, CA 94025

**1 & 2 STORY ADDITIONS
 INTERIOR REMODEL**

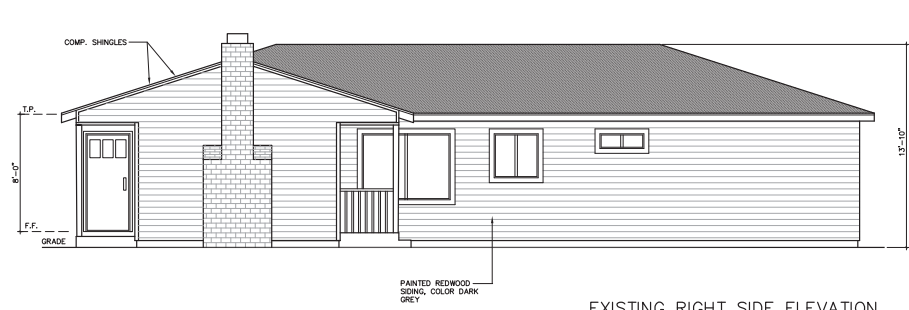
DATE: 02-21-17
 SCALE: AS SHOWN
 DRAWN: NBH
 JOB: KLINKOVICH

A4
 OF SHEETS

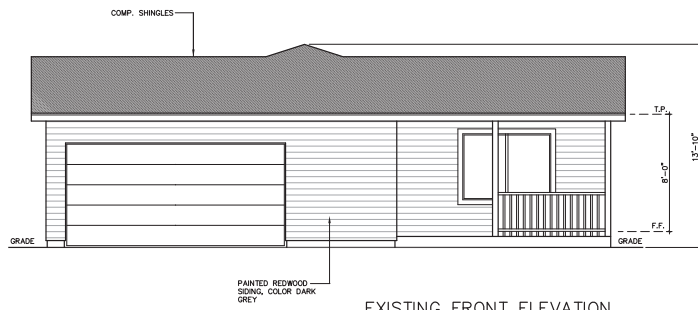


EXISTING REAR ELEVATION WEST
 SCALE: 1/4" = 1'-0"

EXISTING LEFT SIDE ELEVATION SOUTH
 SCALE: 1/4" = 1'-0"



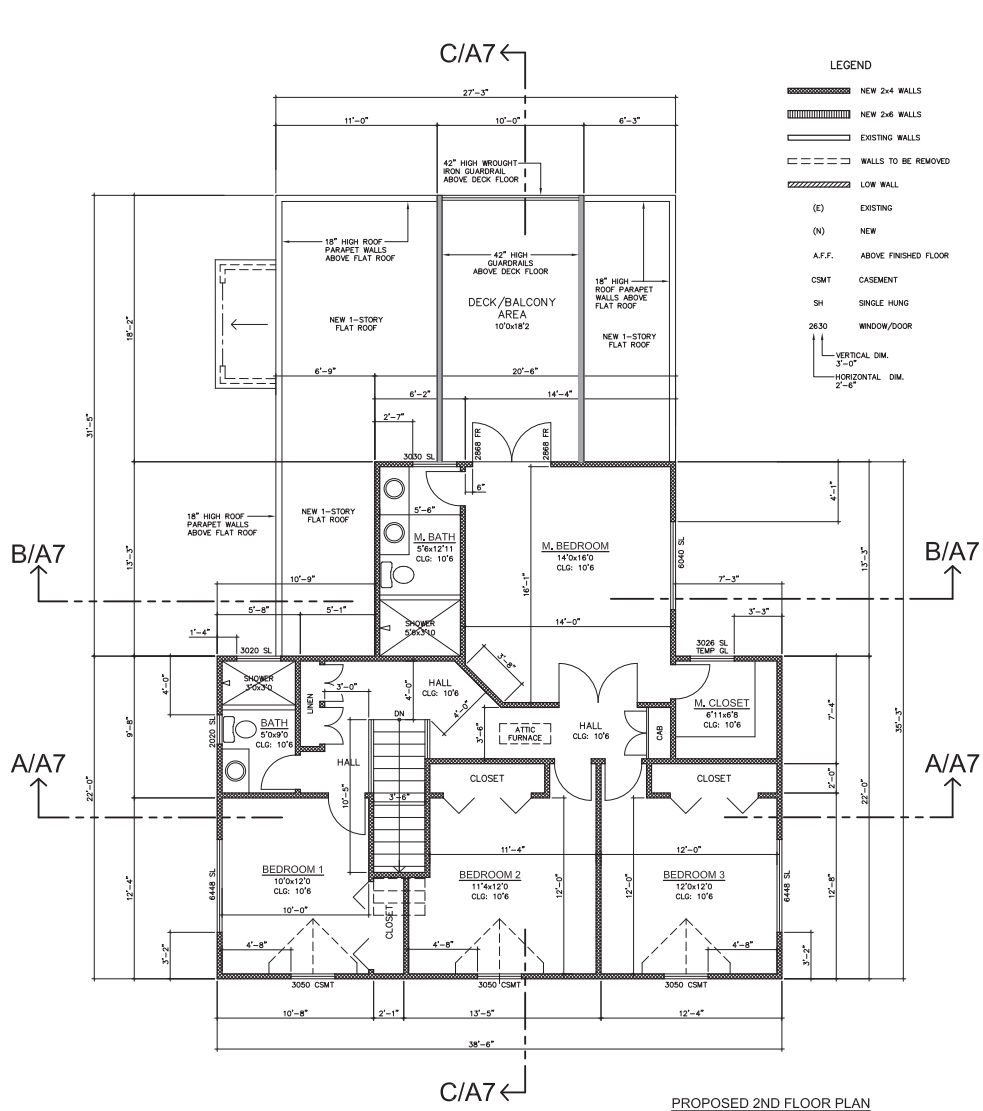
EXISTING RIGHT SIDE ELEVATION NORTH
 SCALE: 1/4" = 1'-0"



EXISTING FRONT ELEVATION EAST
 SCALE: 1/4" = 1'-0"

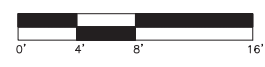
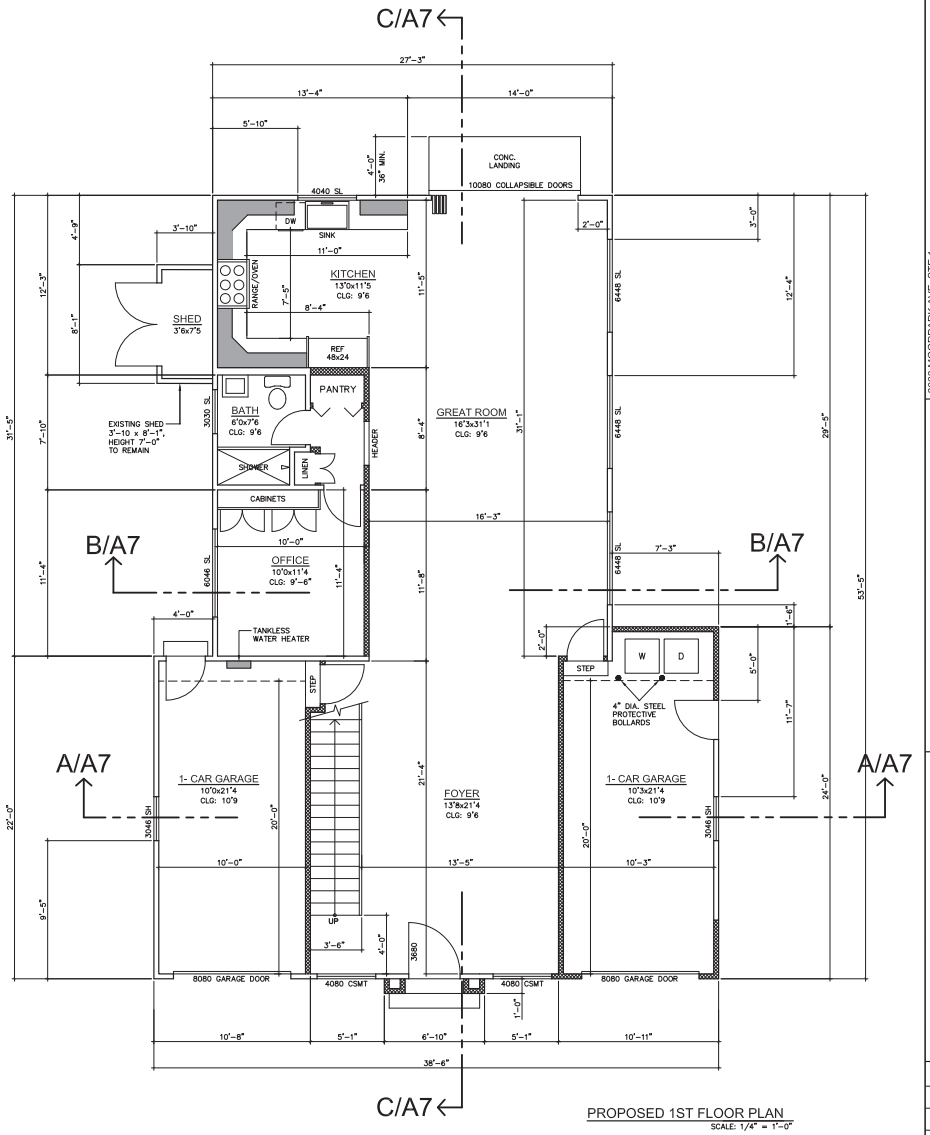


107 HEDGE RD



LEGEND

	NEW 2x4 WALLS
	NEW 2x6 WALLS
	EXISTING WALLS
	WALLS TO BE REMOVED
	LOW WALL
(E)	EXISTING
(N)	NEW
A.F.F.	ABOVE FINISHED FLOOR
CSMT	CASEMENT
SH	SINGLE HUNG
2630	WINDOW/DOOR
	VERTICAL DIM. 3'-0"
	HORIZONTAL DIM. 2'-6"



REVISIONS

△	PER PLANNING REVIEW 08-15-17
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△	PER PLANNING REVIEW 11-20-17

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 ash@nbak@aol.com
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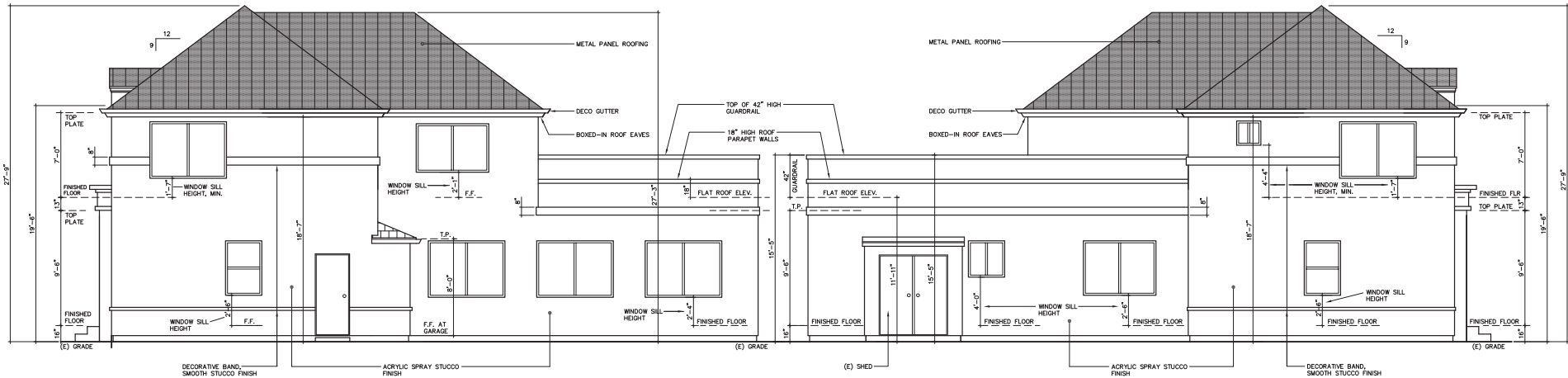
KLINKOVICH RESIDENCE
 107 HEDGE RD
 MENLO PARK, CA 94025

2 STORY ADDITION

DATE: 02-21-17
 SCALE: AS SHOWN
 DRAWN: NBH
 JOB: KLINKOVICH

A5
 OF SHEETS

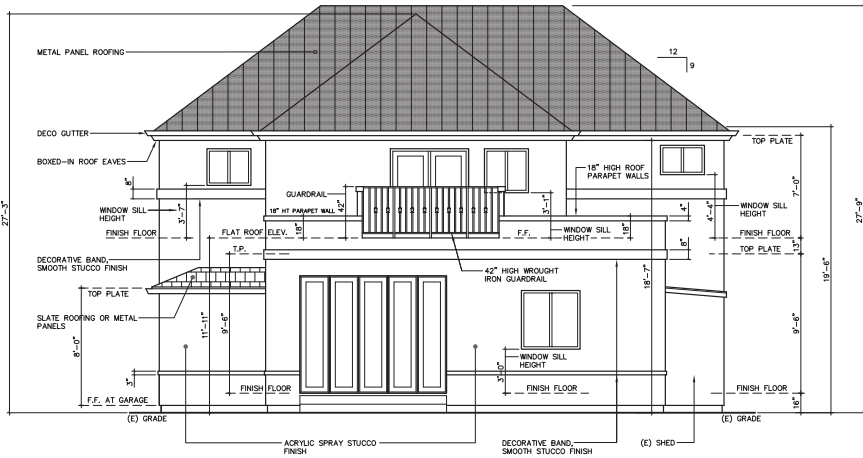
107 HEDGE RD



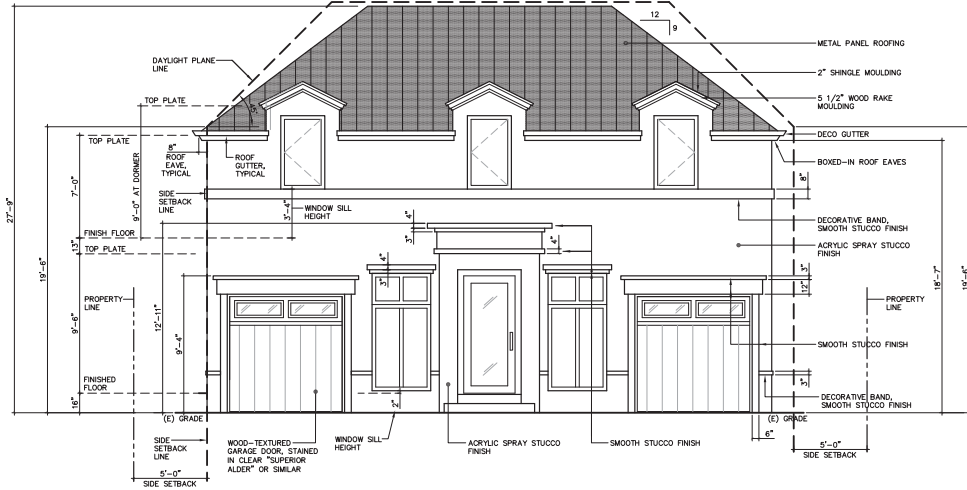
**PROPOSED RIGHT SIDE ELEVATION
NORTH**
SCALE: 1/4" = 1'-0"

WINDOW NOTE:
NO TRIM IS PROPOSED FOR THE WINDOWS

**PROPOSED LEFT SIDE ELEVATION
SOUTH**
SCALE: 1/4" = 1'-0"

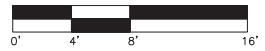


**PROPOSED REAR ELEVATION
WEST**
SCALE: 1/4" = 1'-0"



WINDOW NOTE:
NO TRIM IS PROPOSED FOR THE WINDOWS

**PROPOSED FRONT ELEVATION
EAST**
SCALE: 1/4" = 1'-0"



REVISIONS	
△	PER PLANNING REVIEW 08-15-17
△	PER PLANNING REVIEW 10-31-17
△	PER PLANNING REVIEW 11-20-17

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KLINKOVICH RESIDENCE
107 HEDGE RD
MENLO PARK, CA 94025

2 STORY ADDITION

DATE: 02-21-17
SCALE: AS SHOWN
DRAWN: NBH
JOB: KLINKOVICH

A6
OF SHEETS

107 HEDGE RD

REVISIONS	
△	PER PLANNING REVIEW 08-15-17
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△	PER PLANNING REVIEW 11-20-17

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 ash@nb.com
 (408) 646-1206

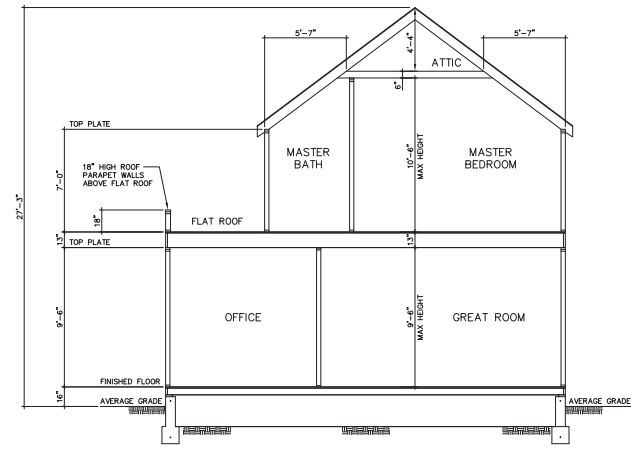
KLINKOVICH RESIDENCE
 107 HEDGE RD
 MENLO PARK, CA 94025

2 STORY ADDITION

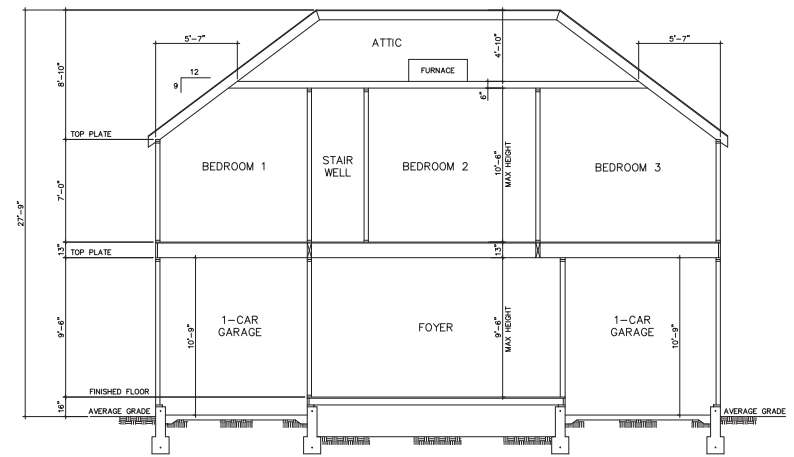
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 SCALE: AS SHOWN
 DRAWN: NBH
 JOB: KLINKOVICH

A7
 OF SHEETS

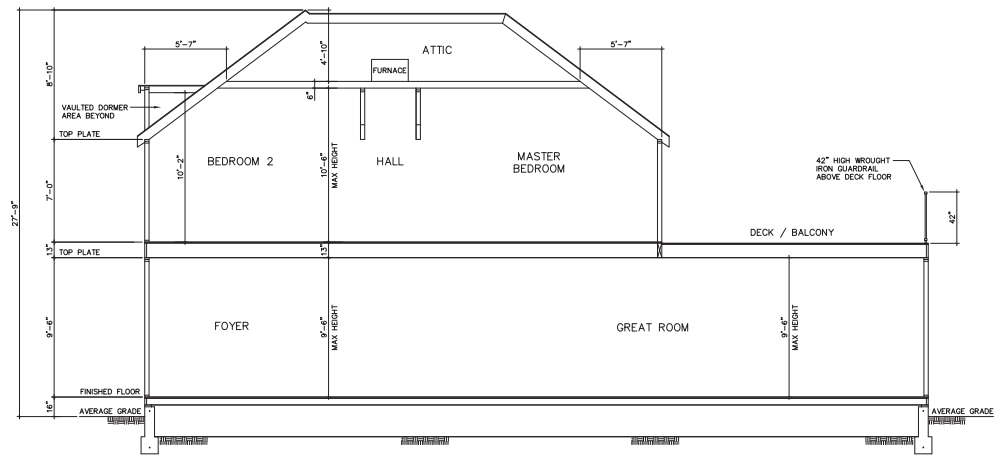
107 HEDGE RD



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



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



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



REVISIONS	
△	PER PLANNING REVIEW 08-15-17
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△	PER PLANNING REVIEW 11-20-17

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3033 MOORPARK AVE, STE 1
Noble Benjamin Associates
ash@nb.com

KLINKOVICH RESIDENCE
107 HEDGE RD
MENLO PARK, CA 94025

2 STORY ADDITION

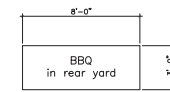
DATE: 02-21-17

SCALE: AS SHOWN

DRAWN: NBH

JOB: KLINKOVICH

A8
OF SHEETS



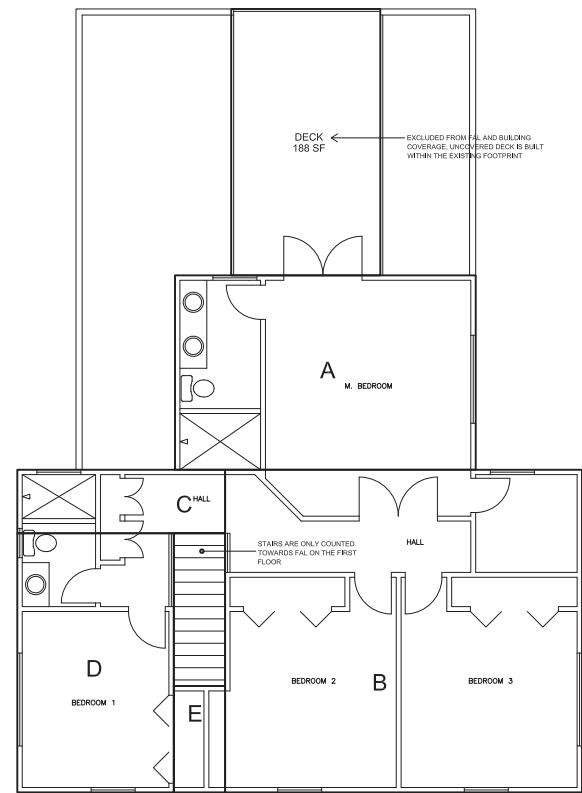
M

2ND FLOOR AREA CALCULATION		
AREA	DIMENSIONS	SF
A	20'-0" x 13'-3"	271.6
B	24'-0" x 22'-0"	528.0
C	14'-2" x 4'-4"	61.3
D	10'-0" x 17'-0"	170.0
E	3'-0" x 7'-3"	22.5
TOTAL		1053.4

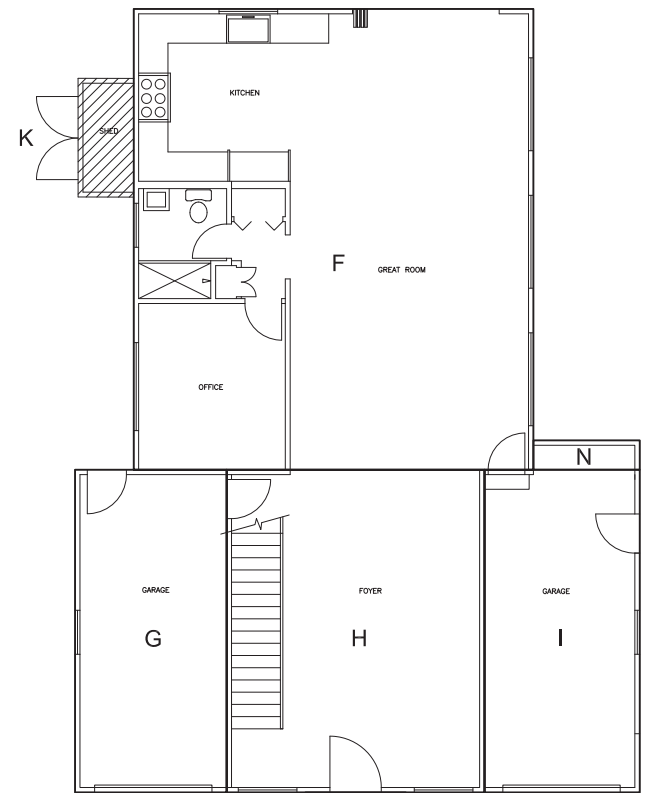
NOTE: PROPOSED 2ND FLOOR AREA IS 39% (1053 SF) OF THE FAL FOR THE ENTIRE PROPERTY

FLOOR AREA LIMIT CALCULATION		
AREA	DIMENSIONS	SF
A	20'-0" x 13'-3"	271.6
B	24'-0" x 22'-0"	528.0
C	14'-2" x 4'-4"	61.3
D	10'-0" x 17'-0"	170.0
E	3'-0" x 7'-3"	22.5
F	27'-0" x 31'-0"	837.0
G Garage	10'-0" x 22'-0"	220.0
H	17'-0" x 22'-0"	374.0
I Garage	10'-0" x 22'-0"	220.0
N Garage	7'-0" x 22'-0"	154.0
TOTAL FAL		2798.4

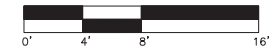
BUILDING COVERAGE CALCULATION		
AREA	DIMENSIONS	SF
J	6'-10" x 1'-0"	7.0
K	3'-10" x 6'-1"	23.0
M	8'-0" x 3'-0"	24.0
FIRST FLOOR & GARAGES		1717.6
TOTAL BUILDING COVERAGE		1771.6



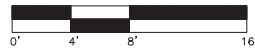
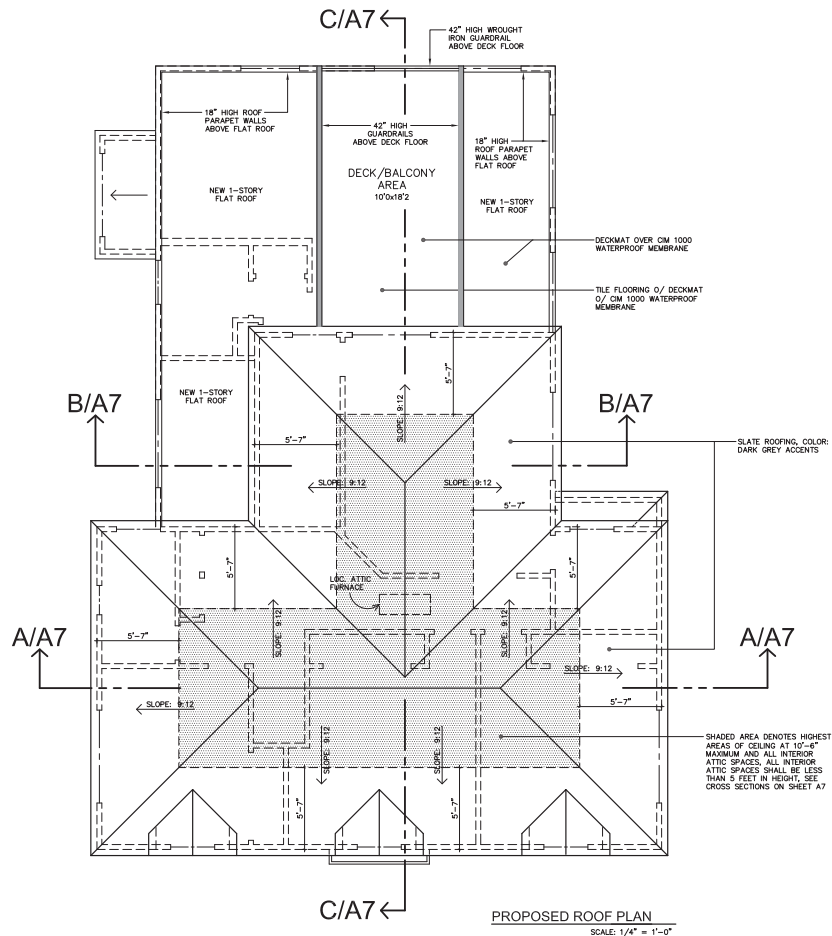
SQUARE FOOTAGE CALCULATION PLAN
2ND FLOOR
SCALE: 1/4" = 1'-0"



SQUARE FOOTAGE CALCULATION PLAN
1ST FLOOR
SCALE: 1/4" = 1'-0"



107 HEDGE RD



REVISIONS	
△	PER PLANNING REVIEW 08-15-17
△	PER PLANNING REVIEW 10-31-17
△	PER PLANNING REVIEW 11-20-17

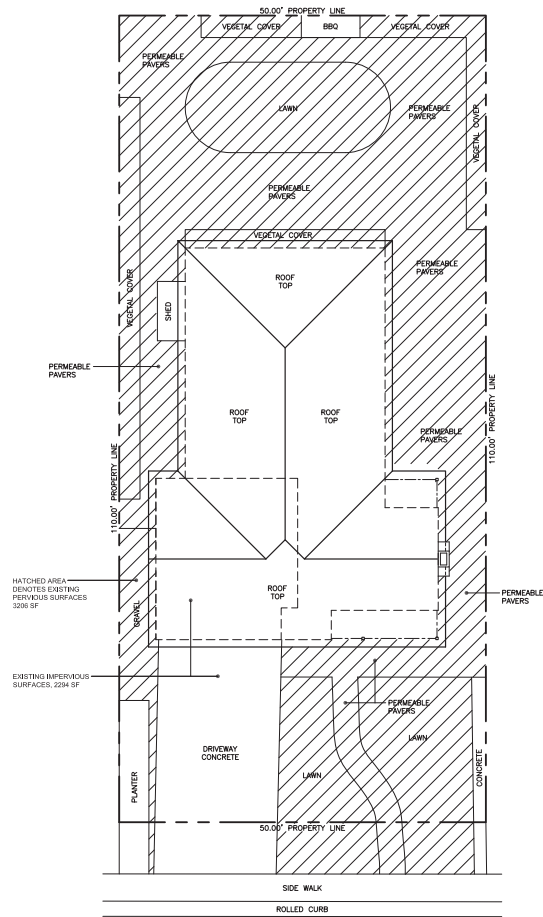
SAN JOSE, CA 95128	NOBLE BENJAMIN ASSOCIATES
3033 MOORPARK AVE, STE 1	
ash@nba.com	

KLINKOVICH RESIDENCE 107 HEDGE RD MENLO PARK, CA 94025	2 STORY ADDITION
--	------------------

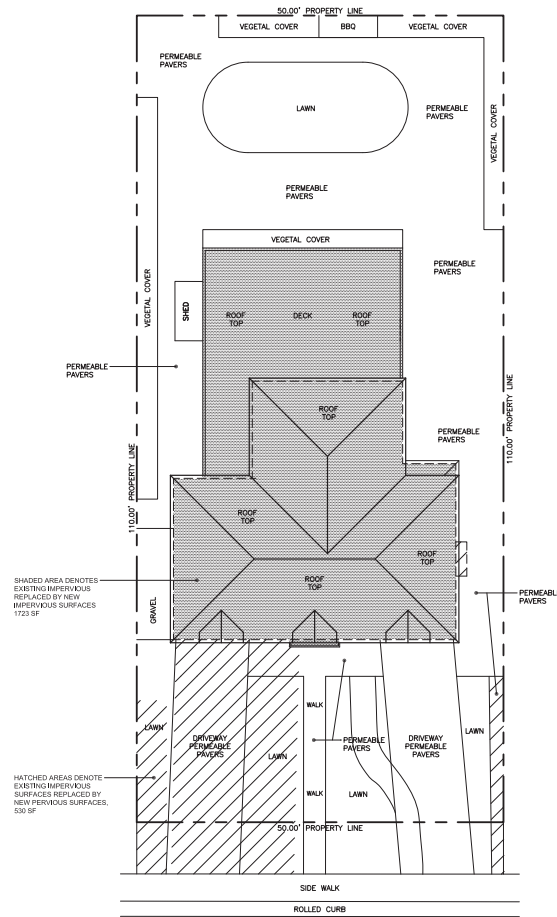
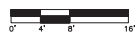
DATE: 02-21-17
SCALE: AS SHOWN
DRAWN: NBH
JOB: KLINKOVICH

A9
OF SHEETS

107 HEDGE RD



5500 SF LOT
EXISTING PLAN
107 HEDGE RD



5500 SF LOT
PROPOSED PLAN
107 HEDGE RD

IMPERVIOUS AREA PLAN

1/8" = 1'-0"

REVISIONS	
△	PER PLANNING REVIEW 08-15-17
△	PER PLANNING REVIEW 10-31-17
△	PER PLANNING REVIEW 11-20-17

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(408) 645-1205

NOBLE BENJAMIN ASSOCIATES

3033 MOORPARK AVE, STE 1

ash@nb.com

KLINKOVICH RESIDENCE
107 HEDGE RD
MENLO PARK, CA 94025

IMPERVIOUS AREA PLAN

DATE: 02-21-17

SCALE: AS SHOWN

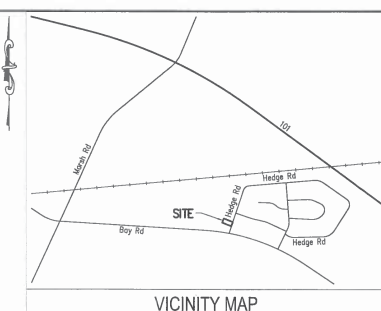
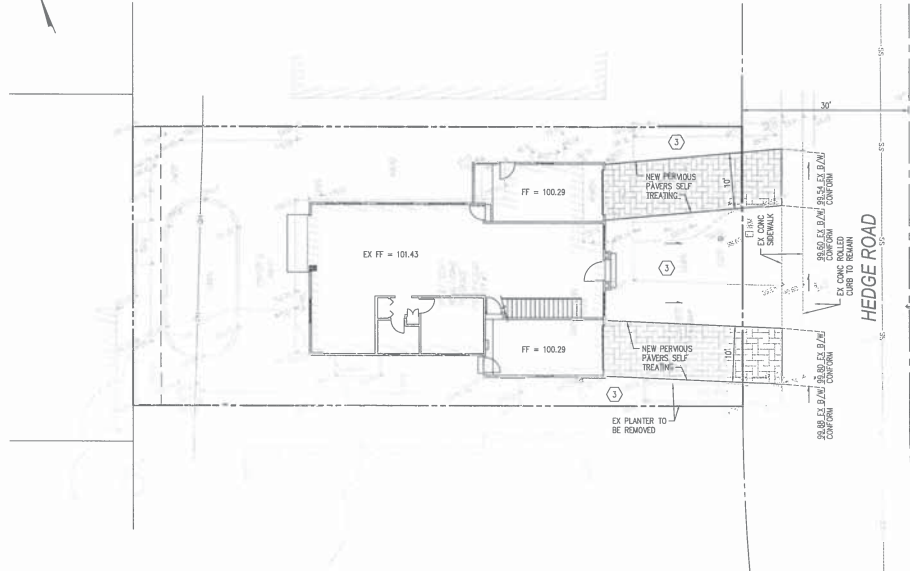
DRAWN: NBH

JOB: KLINKOVICH

A10

OF SHEETS

107 HEDGE RD



CONSTRUCTION NOTES

- ① ANY RUNOFF RESULTING FROM GRADING AND DRAINAGE ACTIVITIES SHALL NOT ENCRDACH OR SHEET FLOW ONTO NEIGHBORING LOTS.
- ② SLOPES FOR THE FIRST 10 FEET PERPENDICULAR TO THE FOUNDATION MUST BE 5% MINIMUM FOR PERVIOUS SURFACES AND 2% MINIMUM FOR IMPERVIOUS SURFACES AS REQUIRED BY CBC 1804.4.
- ③ INSTALLATION OF NEW TURF AREAS THE SLOPES SHALL BE DIRECTED TO THE FRONT PROPERTY LINE.
- ④ ALL EXISTING GRADES SHALL REMAIN THE SAME.
- ⑤ ALL EXISTING UTILITIES SHALL REMAIN, NO NEW CONNECTION PROPOSED.
- ⑥ SEE LANDSCAPE PLANS FOR TREE PRESERVATION REQUIREMENTS.

STORM WATER NOTES PRECONSTRUCTION

EXISTING LOT AREA:	5,500 SF
EXISTING HARDSCAPE:	2,316.5 SF
EXISTING HOUSE FOOTPRINT:	1,616 SF
TOTAL IMPERVIOUS:	3,932.5 SF
PERVIOUS:	1,567.5 SF

STORM WATER NOTES POST CONSTRUCTION

EXISTING LOT AREA:	5,500 SF
HARDSCAPE:	1,685.5 SF
HOUSE FOOTPRINT:	1,717.6 SF
PERVIOUS PAVERS:	SELF TREATING 500 SF
TOTAL IMPERVIOUS:	3,403.1 SF
PERVIOUS:	2,096.9 SF

DECREASE OF IMPERVIOUS AREA = 529.4 SF
NO RETENTION REQUIRED

NO.	DATE	REVISIONS	BY

KLINKOVICH RESIDENCE
107 HEDGE ROAD
GRADING AND DRAINAGE PLAN

CALIFORNIA
MENLO PARK

JAD Engineering, Inc.
CIVIL ENGINEERS
1545 Santa Monica Avenue
San Jose, CA 95118
(408) 316-9281



DATE	8/1/2017
SCALE	1"=10'
DRAWN BY	CH
SHEET NO.	C1
OF SHEETS	1

Klinkovich Project – Project Description

Purpose of Proposal:

The Klinkovich family desires, like many families in the neighborhood, to enhance their home into the “dream home” they've always wanted, especially, in the French Country Chateau architectural style as illustrated in the plans. They now have the financial means to make it possible. The reconstructed home will also provide another Bedroom for the growing family, and for the adults, a comfortable Master Suite and a Home Office. The new Kitchen will now be bigger with modern streamlined appliances that will open up into the new Great Room which will become the center piece for entertaining friends and extended family. The new Foyer, which also accommodates the staircase, will be furnished so as to give all visitors a warm welcome and provide an entry point to transition into the Great Room. The two new single car Garages will also be accessed from both sides of the Foyer, and the Garages being on each side of the front part of the house will contribute to the symmetrical design of the front facade. The new second floor will have three Bedrooms, a Master Suite and a full Bath. The floor plan is designed to maximize the available space, but at the same time, have good flow especially when moving furniture into the upper floor. The Master Suite, with its walk-in closet and full bath, will also have access to a 10'x18' exterior deck to enjoy on those great warm summer evenings that Menlo Park has to offer. The Klinkovich family is proud of their proposal for their new home and they also believe that it will enhance the neighborhood and that their neighbors will feel proud as well. This is the purpose of the proposal.

Scope of Work:

1st floor additions: 94 sf in areas of new foyer and right side new single car garage
 2nd floor addition: 1095 sf to include a master suite with bath and walk-in closet, 3 bedrooms, a full hallway bath and an exterior deck area, 188 sf off the master suite

- demolish front and rear porches
- demolish garage concrete slab
- remove all windows except windows at existing bedroom #3 and hallway bath
- demolish existing kitchen including all electrical & plumbing
- demolish entire roof framing
- demolish interior walls as required per plan
- pour two new garage concrete slabs and foundation/floor framing work for 1st floor additions
- raise remaining interior and exterior walls to the 9'-6" plate height
- construct 2nd floor floor framing and upper floor walls
- construct new roof over entire structure, construct deck
- install new HVAC and tank-less on demand water heater systems

Architectural style, materials, colors and construction methods:

The architectural style is a French Country Chateau. The construction materials will consist of local wood species, stucco exterior finishes, concrete foundations and slate tile roofing. The construction methods will be standard wood framing consistent with local

practices.

Basis for Site Layout:

The 1st and 2nd floor additions are being built within the existing foot print of the residence, site layout at the ground floor remains the same.

Existing and Proposed Uses:

Existing use is residential, single family. Proposed use is the same.

Outreach to Neighboring Properties:

The Klinkovich family has discussed the project with their neighbors on both sides of their property and they've shown positive interest in the project.

Arborist Report

107 Hedge Road.
Menlo Park, CA

Prepared for:

Noble Hernandez

Noble Benjamin Associates.

March 13, 2017

Prepared By:

Lori Murphy

Certified Arborist/Municipal
Specialist

WE-7844AM

ISA Tree Risk Assessment Qualified

Western Region Office

6005 Capistrano, Suite A

Atascadero, CA 93422

Company Headquarters

1500 N Mantua Street

Kent, OH 44240

www.daveyresourcegroup.com



Notice of Disclaimer

Data provided by Davey Resource Group is based on visual recording at the time of inspection. Visual records do not include testing or analysis and do not include aerial or subterranean inspection unless indicated. Davey Resource Group is not responsible for discovery or identification of hidden or otherwise non-observable risks. Records may not remain accurate after inspection due to variable deterioration of surveyed material. Risk ratings, if provided, are based on observable defects and mitigation/pruning recommendations do not reduce potential liability to the tree owner or do they transfer liability to Davey Resource Group. Davey Resource Group provides no warranty with respect to the fitness or future outcomes of the surveyed trees for any use or purpose whatsoever

Table of Contents

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Limits and Assumptions.....	3
Site Observations	3
Tree Observations	4
Summary and Recommendations.....	4
Appendix A – Tree Assessment.....	5
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Appendix C – Tree Protection Zone Example.....	11

Introduction

A tree assessment was performed for a coast live oak tree (*Quercus agrifolia*) at 105 Hedge Road, in Menlo Park CA. The canopy of this heritage tree extends over the shared fence of the property next door at 107 Hedge Road where proposed construction will add a second story to the existing residence. The inspection of the tree was conducted by an International Society of Arboriculture (ISA) certified Arborist on March 9, 2017. The evaluation is summarized in the following report, which provides recommendations for this tree.

Methods

A visual inspection was used to develop the findings, conclusions, and recommendations found in this report. Data collection included measuring the diameter of the tree at approximately 54 inches above grade (DBH), height estimation, canopy radius estimation, a visual assessment of tree condition, structure and health, and a photographic record. Numerical values were assigned to grade the attributes of the trees, including structure and canopy health, and to obtain an overall condition rating. No physical inspection of the upper canopy, sounding, root crown excavation, resistograph, or other technologies were used in the evaluation of the trees.

Limits and Assumptions

Many factors can limit specific and accurate data when performing evaluations of trees and their potential for failure. No soil or tissue testing was performed. All observations were made from the ground and no soil excavation to expose roots was performed. The determinations and recommendations presented here are based on current data and conditions that existed at the time of the evaluation and cannot be a predictor of the ultimate outcome for the evaluated tree in the future. Arborist assessments should be used as guidelines and the tree owner assumes all liability and risks.

Site Observations

The mature coast live oak tree evaluated is in a residential backyard in Menlo Park, CA. The property is level and the tree is in a three-foot-wide strip between a patio and fence. The tree is on the fenceline with half of the trunk in the backyard at 105 Hedge Road, and the remaining section in the backyard at 908 Timothy Lane. Two structures at the Timothy Lane parcel are in very close proximity to the trunk. The canopy extends into the yard at 107 Hedge Road almost to the eaves of the structure where a second story addition is planned.

Tree Observations

The oak tree was inspected and assessed for health and structure on March 9, 2017. The observed tree was a coast live oak in the back yard of the residence at 105 Hedge Rd. in Menlo Park. The subject tree has an approximate 44 inch DBH (diameter at breast height) and is approximately 45 feet tall with a canopy spread of approximately 70 feet. The DBH is estimated as a fence on the property line is in line with the trunk and restricts full measurement. The canopy extends over the backyard of the adjacent yard at 107 Hedge Rd. where a second story addition is planned.

Overhead high voltage utility lines are directly above the tree, and the center of the canopy has been reduced for clearance. One large scaffold limb estimated at 16 inches in diameter had failed approximately seven years ago per the homeowner. Very little callusing was visible at this failure, which suggests that the failure may be more recent. Small epicormic shoots were visible on the remaining stub. Very little small deadwood was noted in the canopy, and foliage was vigorous and healthy throughout. Observations determined the oak tree to be in Fair condition.

Photographs of the tree can be found in Appendix C.

Summary and Recommendations

The inspection revealed the coast live oak tree to be in fair condition. The tree's defects include previous failure of a large scaffold limb, and reduction in the crown for utility clearance. Evidence of minor borer activity was noted.

Minor reduction pruning is recommended on the limbs in close proximity to the construction to keep them from being damaged. No excavation is planned for this project, but tree protection fencing should be put in place before any construction begins. Six foot chain link fencing should be set up at the dripline to protect the root zone from compaction (see Appendix C). Construction materials shall not be stored in the tree protection area, and mechanized equipment shall not be permitted to enter the tree protection area.

All pruning shall be done or supervised by an ISA certified arborist and shall be in conformance with current ANSI A300 standards and ISA Best Management Practices.

Appendix A – Tree Assessment

Tree #	DBH (in.)	Species	Roots		Trunk		Scaffold Branches		Twigs	Foliage	Condition Rating (%)	Condition	Approx. Canopy Radius (feet)	Approx. Height (feet)	Comments	Overhead Utilities	Pests	Broken branches
			H	S	H	S	H	S	H	H								
1	44	Coast live oak	2.5	2.5	2.5	2.5	2.5	2	2.5	3	63	Fair	35	45	Utility pruned; previous failure; minor borers	X	X	X

H= Health, S = Structure; Range 1 = Lowest (poor), 4 = Highest (excellent)

Appendix B – Photographs



Photo 1. View from 107 Hedge Rd of utility pruned oak canopy



Photo 2 Oak tree canopy near eaves of 107 Hedge Rd.



Photo 3. Oak tree on fenceline at 105 Hedge Rd.



Photo 4. Failed scaffold limb



Photo 5. Trunk shows signs of minor borer activity

Appendix C – Tree Protection Zone Example

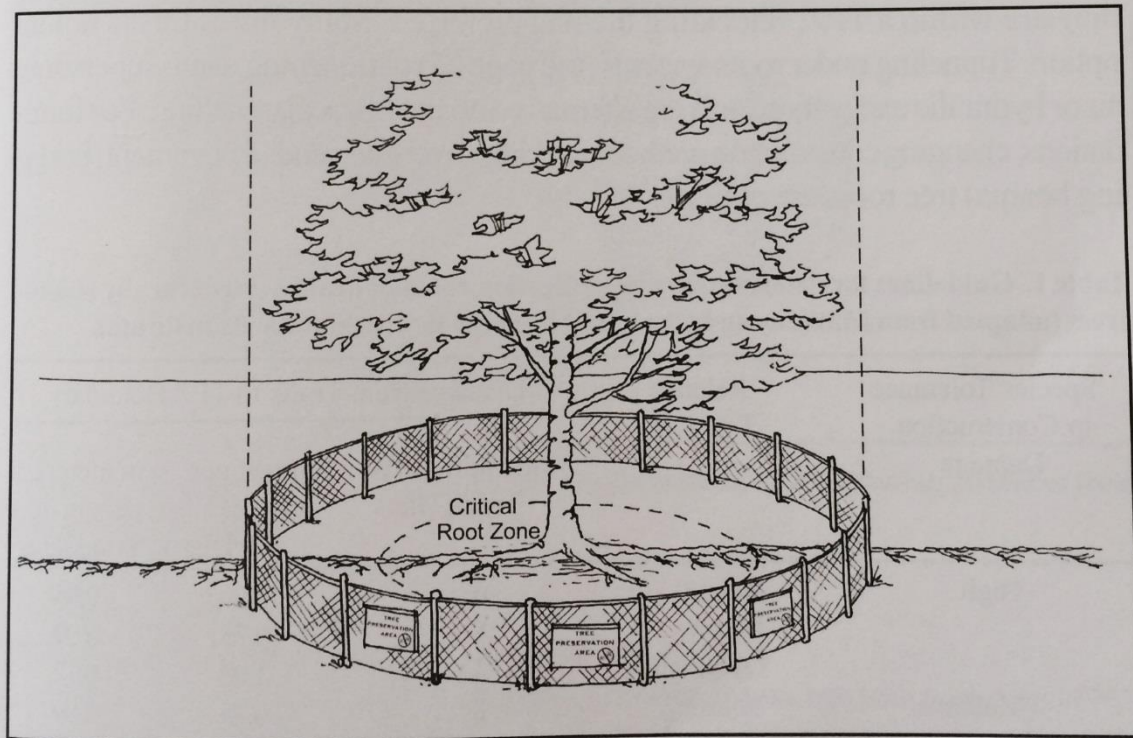


Figure 1. Dripline method of establishing a TPZ.



STAFF REPORT

Planning Commission

Meeting Date: 12/4/2017

Staff Report Number: 17-068-PC

Public Hearing: Architectural Control/Elke MacGregor/1605 Adams Drive

Recommendation

Staff recommends that the Planning Commission approve a request for architectural control to remodel the interior, expand an existing mezzanine, and make exterior modifications, including new window and door openings, glazing, and foldable glass wall systems, to an existing building located at 1605 Adams Drive in the LS (Life Sciences) zoning district. The recommended actions are contained in 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 project site is occupied by two research and development (R&D) and office buildings located at 1555-1605 Adams Drive, which are Buildings 17 and 18 of the Menlo Business Park. A location map is included as Attachment B. GRAIL, a life sciences company developing early cancer detection techniques and tools, will occupy all of the subject building (1605 Adams Drive).

The adjacent parcels to the north, south, and west (using University Avenue in a north to south orientation) are also located in the LS zoning district, and primarily contain light industrial, R&D, and office uses. Single-family residences in the City of East Palo Alto are located east and south of the business park, along Notre Dame Avenue and Kavanaugh Drive, respectively, approximately 500 feet from the subject property. The subject parcel is located approximately 100 feet from Costano Elementary School and the San Francisco 49ers Academy, which are located east of the project site, across University Avenue in the City of East Palo Alto.

Analysis

Project description

The existing concrete tilt-up building includes 47,547 square feet of GFA of offices, R&D spaces, and associated uses on two floors. The existing building also features two covered entrance porches and a covered loading dock with columns greater than 12 inches in width, which count as GFA toward the overall

development. In combination with Building 17 at 1555 Adams Drive, the total development on the lot includes 97,920 square feet of GFA and a floor area ratio (FAR) of 37.1 percent, below the 55% maximum permitted in the LS zoning district. The structures on the property also conform to all setback and height requirements established for the LS zoning district.

At this time, the applicant is proposing to add an additional 9,463 square feet of GFA to Building 18 by expanding the mezzanine level into office spaces that are currently double-height one-story office and R&D areas. Interior remodeling would include a first-floor fitness center, exclusively for the use of building employees, and a large break room, also for employees of the building. The proposed project would result in 107,383 square feet of GFA and an FAR of 40.7 percent for the two buildings on the project site.

The applicant is also proposing modifications to the building façade. The changes include the creation of new window and door openings and the installation of bird-friendly glazing in the new and altered window and door openings. The proposed exterior changes require architectural control approval from the Planning Commission and are described in the section below. The project plans and the applicant's project description letter are included as Attachments C and D, respectively.

Hazardous materials are not anticipated to be used and stored within the building at this time. Future requests to use hazardous materials as part of business operations on the site would require an administrative permit in accordance with the recently adopted LS zoning for the site, or would be bundled with any associated future discretionary permit requests, such as a use permit or architectural control.

Design and materials

The existing concrete tilt-up building is clad in tan and gray painted stucco, with expanses of dark-tinted glass on the first and second stories around all sides of the building. On the existing north elevation, which serves as the front of the building, the locations of doors and windows are symmetrically placed, and each corner of the front façade features a triangular recessed covered entrance with a covered second-story balcony above. No changes are proposed to the existing front elevation.

On the remaining east, west, and south sides of the building, new openings for doors, windows, glass roll-up doors, and foldable glass wall systems are proposed. The intent of the new window and door openings is to provide light and access to the new mezzanine, and the renovated break room and fitness center spaces on the first floor. The new glazing would be bird-friendly, as required by the green and sustainable building regulations for the LS zoning district.

For new buildings or additions of 10,000 square feet of GFA or more in the LS zoning district, additional design standards would be required, such as building projections, modulations, stepbacks, ground floor transparency, roofline modulations, and other design elements. The proposed project does not trigger these design requirements. However, staff believes that the exterior changes would result in a consistent architectural design that would retain compatibility with the neighboring building and other buildings in the Menlo Business Park.

Parking and circulation

The existing site is served by a large surface parking lot with 320 parking spaces, inclusive of 14 stalls

proposed to be equipped with electric vehicle (EV) charging stations or wiring for future EV chargers. The EV stalls are being provided voluntarily, and are not a project requirement because the proposed addition of GFA is less than 10,000 square feet. The total is also inclusive of 10 parking spaces reserved for the exclusive use and benefit of the adjacent property to the south at 1525 O'Brien Drive, based on a permanent parking easement recorded as a condition of a 2008 use permit.

Because of the proposed addition of GFA at 1605 Adams Drive, the building is required to comply with the parking standards of the LS zoning district. Under those standards, R&D land uses must provide a minimum of 1.5 spaces per 1,000 square feet of GFA and a maximum of 2.5 spaces per 1,000 square feet of GFA. With a proposed GFA of 107,383 square feet, the project must provide a minimum of 86 spaces, but not more than a maximum of 142 spaces.

The existing building at 1555 Adams Drive, which was developed according to the M-2 zoning standards and has not been modified since the adoption of the LS zoning regulations, is required to comply with the former M-2 off-street parking requirements until the building is altered or the site is comprehensively redeveloped. One space per 300 square feet of GFA, regardless of the use, was required within the former M-2 zoning district. Consequently, 168 spaces are required for the building at 1555 Adams Drive.

For the existing and proposed uses on the site, the combined parking requirement for the two buildings on the parcel is a minimum of 254 spaces and a maximum of 310 spaces. With 310 spaces (excluding 10 spaces dedicated for 1525 O'Brien Drive) to remain, the property is conforming with regard to parking. The parking requirement could change depending on the uses within the building.

Trees and landscaping

No changes to existing trees, landscaping, or site features are proposed as part of this project. Any future comprehensive redevelopment of the site including new buildings or additions over 10,000 square feet of GFA would be required to comply with the design standards set for the LS zoning district, including the siting and placement of buildings, parking areas, and other features in relation to the street; open space; access; and other standards.

In the LS zoning district, a project must provide street frontage improvements, including curb, gutter, sidewalk, street trees, street lights, and undergrounding of electric distribution and communication lines, when the project involves new construction and/or building additions of 10,000 or more square feet of GFA, or for tenant improvements on a site where the cumulative construction value exceeds \$500,000 over a five year period. Because this project would exceed a cumulative construction value of \$500,000, the street improvements are required and will be designed in coordination with Public Works Department staff.

Below Market Rate (BMR) Housing Agreement

Per the Zoning Ordinance, commercial projects inclusive of 10,000 square feet or more of GFA are subject to the City's BMR requirements. The draft BMR agreement term sheet for the proposed project was reviewed by the Housing Commission at its November 8, 2017 meeting. At that meeting, the Commission discussed other recently approved BMR agreements, which included the ability for applicants to meet BMR obligations through the delivery of an off-site unit rather than payment of the applicable in-lieu fee.

The equivalent number of units for this project would be 0.46 units, which could be rounded to one unit to be constructed by the applicant. Alternatively, the applicant could partner with a residential developer to construct a BMR unit elsewhere in Menlo Park, where the zoning regulations would permit new housing construction. As a final option, the applicant could pay an in-lieu fee based on the GFA of new office area proposed. The current BMR fee per square foot of office is \$16.90 through June 30, 2018. The applicable fee for the project would be adjusted based upon the per square foot fee in effect at the time of payment. The Housing Commission voted six to zero to approve the draft BMR agreement term sheet and recommends that the Planning Commission approve the BMR Agreement, giving flexibility to the applicant to satisfy the BMR requirement through any of the options described prior to final sign-off of the building permit.

Correspondence

Staff has not received any correspondence on this project.

Conclusion

The proposed addition of 9,463 square feet of GFA within the existing building would result in an FAR of 40.7 percent for the entire subject property, which is below the maximum FAR permitted in the LS zoning district. The proposed R&D use is a permitted use within the LS district. Staff believes that the project would result in a consistent architectural design for the development as a whole and would generally complement the existing building. In addition, the proposed design and materials are compatible with those in the surrounding area and meet the applicable requirements of the LS zoning district. The proposed parking would be conforming for the uses and size of the buildings. Staff recommends that the Planning Commission approve the requested architectural control and BMR Housing Agreement.

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.

Attachments

- A. Recommend Actions
- B. Location Map

- C. Project Description Letter
- D. Project Plans
- E. Draft Below Market Rate (BMR) Housing Agreement

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.

Report prepared by:
Tom Smith, Associate Planner

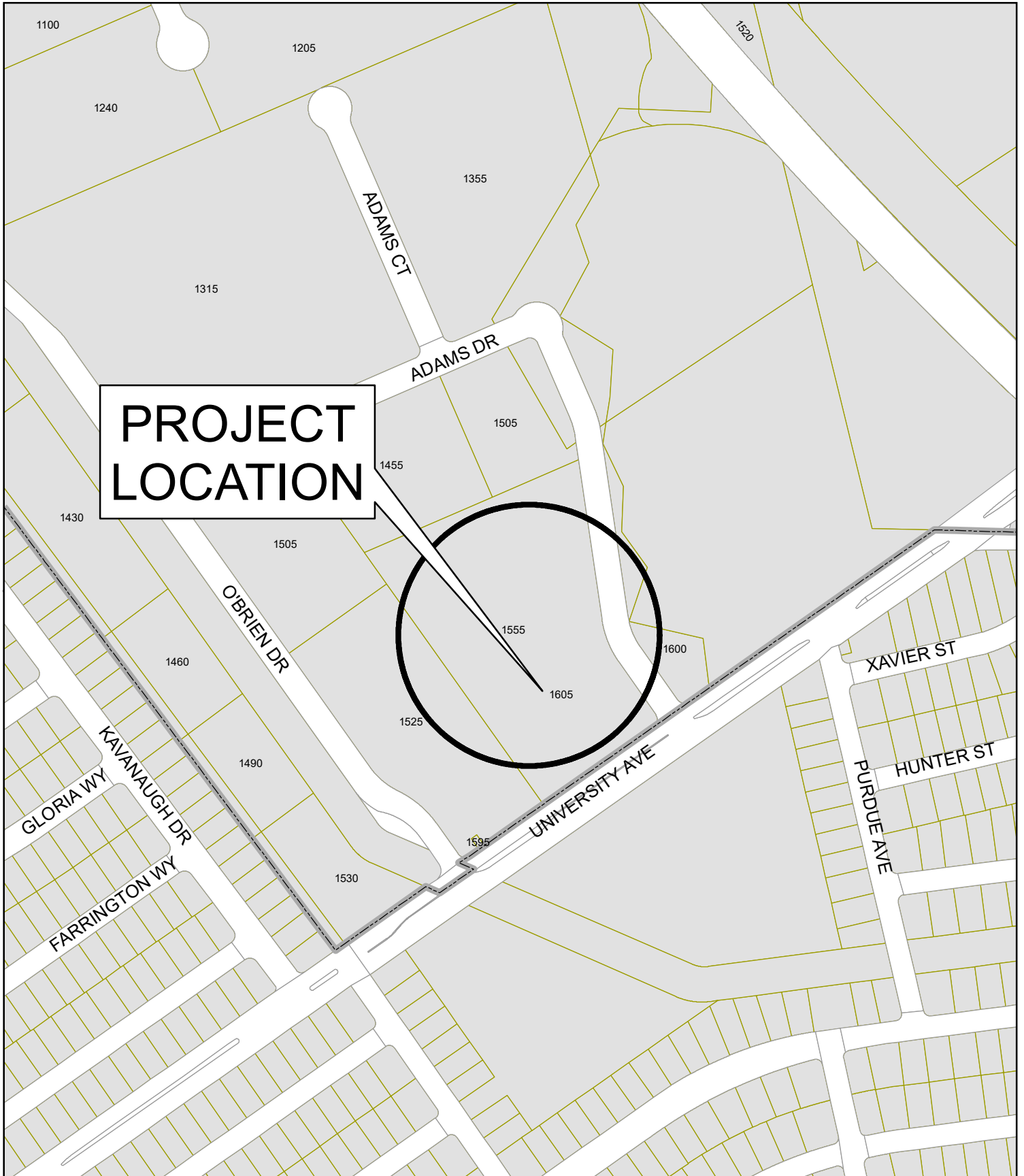
Report reviewed by:
Deanna Chow, Principal Planner

1605 Adams Drive – Attachment A: Recommended Actions

LOCATION: 1605 Adams Drive	PROJECT NUMBER: PLN2017-00087	APPLICANT: Elke MacGregor	OWNER: Tarlton Properties, Inc.
REQUEST: Request for architectural control to remodel the interior, expand an existing mezzanine, and make exterior modifications including new glazing and operable walls to an existing building located in the LS (Life Sciences) zoning district.			
DECISION ENTITY: Planning Commission	DATE: December 4, 2017	ACTION: TBD	
VOTE: TBD (Combs, Goodhue, Kahle, Onken, Strehl, Barnes, Riggs)			
ACTION:			
<ol style="list-style-type: none"> 1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, “Existing Facilities”) of the current California Environmental Quality Act (CEQA) Guidelines. 2. Approve the Below Market Rate Housing Agreement. 3. Adopt the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval: <ol style="list-style-type: none"> a. The general appearance of the structure is in keeping with the character of the neighborhood. b. The development will not be detrimental to the harmonious and orderly growth of the City. c. The development will not impair the desirability of investment or occupation in the neighborhood. d. The development provides adequate parking as required in all applicable City Ordinances and has made adequate provisions for access to such parking. e. The property is not within any Specific Plan area, and as such no finding regarding consistency is required to be made. 4. Approve the architectural control subject to the following standard conditions: <ol style="list-style-type: none"> a. Development of the project shall be substantially in conformance with the plans prepared by DES Architects + Engineers consisting of twelve plan sheets, dated received October 24, 2017, as well as the Project Description Letter, dated received August 28, 2017, approved by the Planning Commission on December 4, 2017, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies’ regulations that are directly applicable to the project. c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes. 			

1605 Adams Drive – Attachment A: Recommended Actions

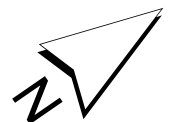
LOCATION: 1605 Adams Drive	PROJECT NUMBER: PLN2017-00087	APPLICANT: Elke MacGregor	OWNER: Tarlton Properties, Inc.
REQUEST: Request for architectural control to remodel the interior, expand an existing mezzanine, and make exterior modifications including new glazing and operable walls to an existing building located in the LS (Life Sciences) zoning district.			
DECISION ENTITY: Planning Commission	DATE: December 4, 2017	ACTION: TBD	
VOTE: TBD (Combs, Goodhue, Kahle, Onken, Strehl, Barnes, Riggs)			
<p>ACTION:</p> <ul style="list-style-type: none"> e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall provide street improvements on public street edges of the property that comply with adopted City of Menlo Park street construction requirements for the adjacent street type, including curb, gutter, sidewalk, street trees, street lights, and undergrounding of overhead electric distribution and communication lines along the property frontage. The plans shall be submitted for review and approval of the Engineering Division. f. Simultaneous with the submittal of a complete building permit application, the applicant shall comply with all applicable requirements of the ConnectMenlo General Plan Update Mitigation Monitoring or Reporting Program (MMRP). 			



CITY OF MENLO PARK

LOCATION MAP
1605 ADAMS DRIVE

DRAWN: TAS CHECKED: DMC DATE: 12/04/17 SCALE: 1" = 300' SHEET: 1



RECEIVED

ATTACHMENT C

AUG 28 2017

MEZZANINE EXPANSION + EXTERIOR IMPROVEMENTS
CITY OF MENLO PARK
PLANNING

1605 ADAMS DRIVE

08/28/17

Project Description

The existing concrete tilt-up building includes two stories of open office and R&D areas (B occupancy). An existing mezzanine will be extended above the two story B occupancy space. This mezzanine will have a dedicated new stair in addition to the two existing stairs. Exterior improvements include new glazing and operable walls.



Existing Site and Building

The project is located at 1605 Adams Drive on a site area of 263,973 sq. ft. adjacent to an identical building, 1555 Adams Drive within the same property line. It has always been identified as Building 18 of the Menlo Business Park. The existing building was originally designed in 1989 by DES and is approximately 47,500 sq. ft., including a partial second floor. It occupies the East portion of the site with parking areas on all sides of the two buildings. Four driveway entrances are located along the North side of the property on Adams Drive. Most recently this building has been used as a multitenant R&D building.

The site is zoned as LS and allows a maximum 55% FAR. The existing FAR is at 36%, including both buildings within the property.

Proposed Project Scope

1. New mezzanine addition (9,463 sq ft.) inside of building (39% FAR)
2. New glazing along East, South and West facades (see elevations for details)
3. Landscaping to compliment new exterior glazing and doors
4. New electric vehicle charging areas



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

GRAIL
 MENLO BUSINESS PARK
 DES PROJECT NUMBER: 7762.21

1605 ADAMS DRIVE, TENANT IMPROVEMENT
 MENLO PARK, CA, 94025
 CONDITIONAL USE PERMIT
 AUGUST 25, 2017

COVER SHEET
 102317 CONDITIONAL USE PERMIT

0

DES
 ARCHITECTS
 ENGINEERS

SHEET INDEX		PROJECT TEAM				
0	COVER SHEET	CLIENT/OWNER TARLTON PROPERTIES 1530 O'BRIEN DRIVE, SUITE C MENLO PARK, CA 94025 PHONE: (650) 330-3800 FAX: (650) 948-6966 WEBSITE: WWW.TARLTON.COM CONTACT: RON KRJETEMEYER ARCHITECTS DES ARCHITECTS - ENGINEERS 388 BRADFORD STREET REDWOOD CITY, CA 94063 PHONE: (650) 364-6463 FAX: (650) 364-2618 WEBSITE: WWW.DES-AE.COM CONTACT: ELKE MACGREGOR				
PROJECT DATA (1555 AND 1605 ADAMS DR)		DEVELOPMENT STANDARDS:	PROPOSED PROJECT (1605 ADAMS DR)	EXISTING DEVELOPMENT (1555 ADAMS DR)	ADJACENT PROJECT (1555 ADAMS DR)	PROJECT SCOPE
BUILDING CODES: 2016 CA BUILDING CODE (CBC) PARTS 1 & 2 TITLE 24, CCR 2012 IBC WITH CALIFORNIA AMENDMENTS 2016 CA GREEN BUILDING STANDARDS (CGBS) PART 11 TITLE 24 2016 CA ELECTRICAL CODE (CEC) PART 3 TITLE 24, CCR 2012 NEC WITH CALIFORNIA AMENDMENTS 2016 CA MECHANICAL CODE (CMC) PART 4 TITLE 24, CCR 2012 UMC WITH CALIFORNIA AMENDMENTS 2016 CA PLUMBING CODE (CPC) PART 5 TITLE 24, CCR 2012 UPC WITH CALIFORNIA AMENDMENTS 2016 CA FIRE CODE (CFC) PART 9 TITLE 24, CCR 2012 IFC WITH CALIFORNIA AMENDMENTS 2016 CA ENERGY CODE (CEC) PART 6 TITLE 24, CCR LEGAL JURISDICTION: CITY OF MENLO PARK, CA ZONING DESIGNATION: LS CONSTRUCTION TYPE: TYPE III - B BUILDING OCCUPANCY: B, A3, A2 FAR: 0.39 (0.55 MAX ALLOWED) TOTAL GROSS SITE AREA: 6.06 AC (263,973 SF) TOTAL BUILDINGS AREA: 63,360 SF FOOTPRINT COVERAGE: 24% PAVING: 127,733 SF LANDSCAPE: 72,880 SF		SF BY FLOOR 1ST: 31,680 SF MEZZANINE: 25,330 SF TOTAL BUILDING: 57,010 SF BUILDING HEIGHT: 32' - 0" (35' MAX PER LS) PARKING: 123 (SEE SHEET 3) BIKE PARKING: EXISTING	SF BY FLOOR 31,680 SF 15,867 SF 47,547 SF 32' - 0" (35' MAX PER LS) 156 (SEE SHEET 3) EXISTING	SF BY FLOOR 31,680 SF 18,693 SF 50,373 SF 32' - 0" (35' MAX PER LS) 173 (SEE SHEET 3) EXISTING	-UPGRADE OF BUILDING FACADES INCLUDING (N) GLAZING AND OPERABLE WALLS. SEE SHEET 9. -NEW MEZZANINE, INCREASING OVERALL MEZZANINE SQUARE FOOTAGE.	

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

GRAIL
MENLO BUSINESS PARK

DES PROJECT NUMBER: 7762.21

PROJECT DATA, SHEET INDEX & CONTACT

102317 CONDITIONAL USE PERMIT

1





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

GRAIL
MENLO BUSINESS PARK
DES PROJECT NUMBER: 7762.21

AERIAL VICINITY MAP

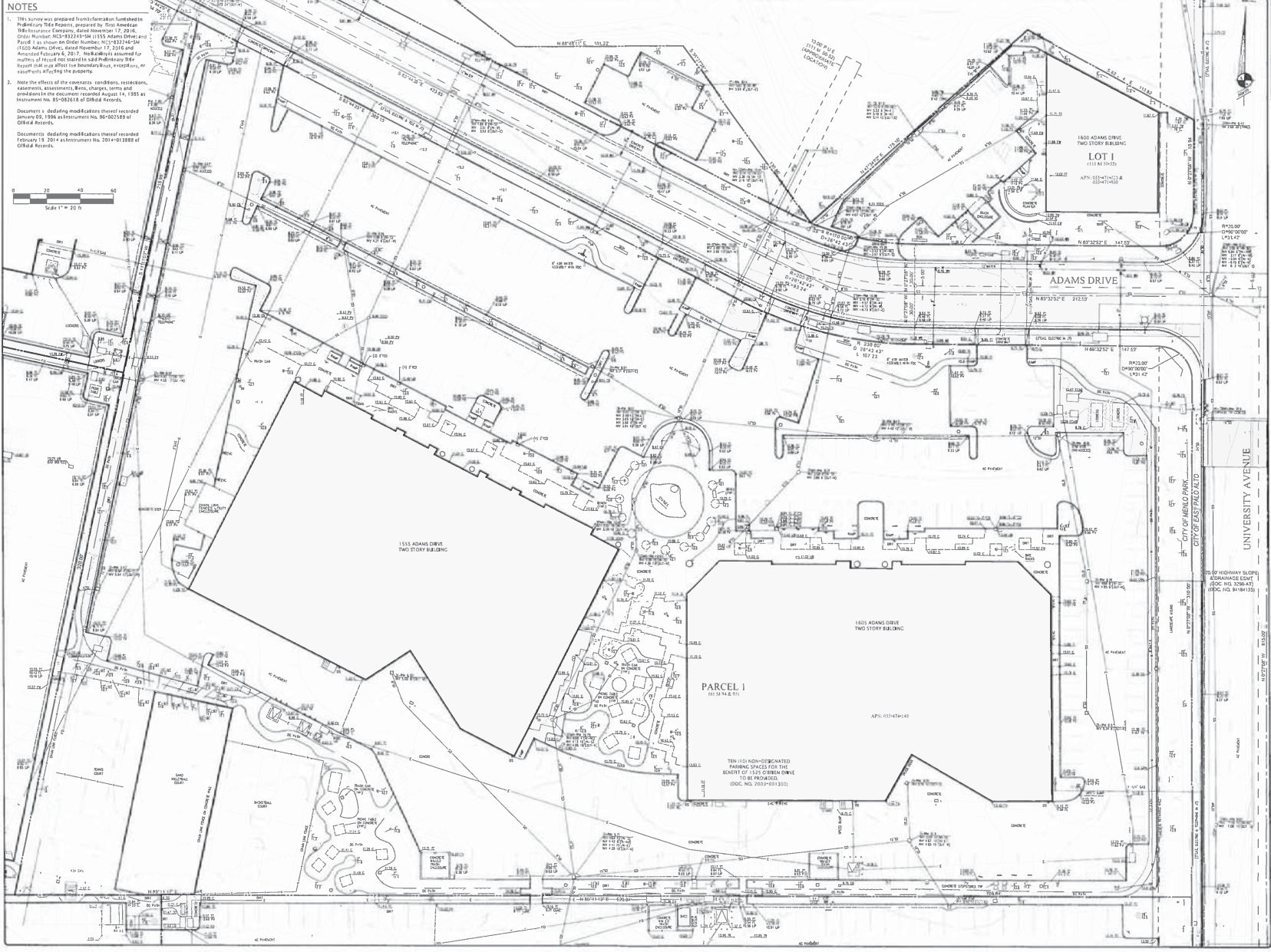
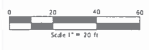
10/23/17 CONDITIONAL USE PERMIT

2a

DES
ARCHITECTS
ENGINEERS

NOTES

- This survey was prepared from information furnished by the City of Merced, California, prepared by First American Title Insurance Company, dated November 17, 2016. Data Number: 001-18234-04 (1155 Adams Drive) and Parcel 1 as shown on Order Number: 001-18234-04-04 (1155 Adams Drive), dated November 17, 2016 and amended February 6, 2017. No claims are assumed for matters of record not stated in said preliminary reference and no warranty is made as to boundary lines, easements, or easements affecting the property.
- Note the effects of the contracts, conditions, restrictions, easements, encroachments, liens, charges, terms and provisions in the documents recorded August 14, 1985 as Instrument No. 001-02158 of Official Records.
Documents defining modifications thereof recorded January 09, 1996 as Instrument No. 001-02159 of Official Records.
Documents defining modifications thereof recorded February 13, 2014 as Instrument No. 001-013888 of Official Records.

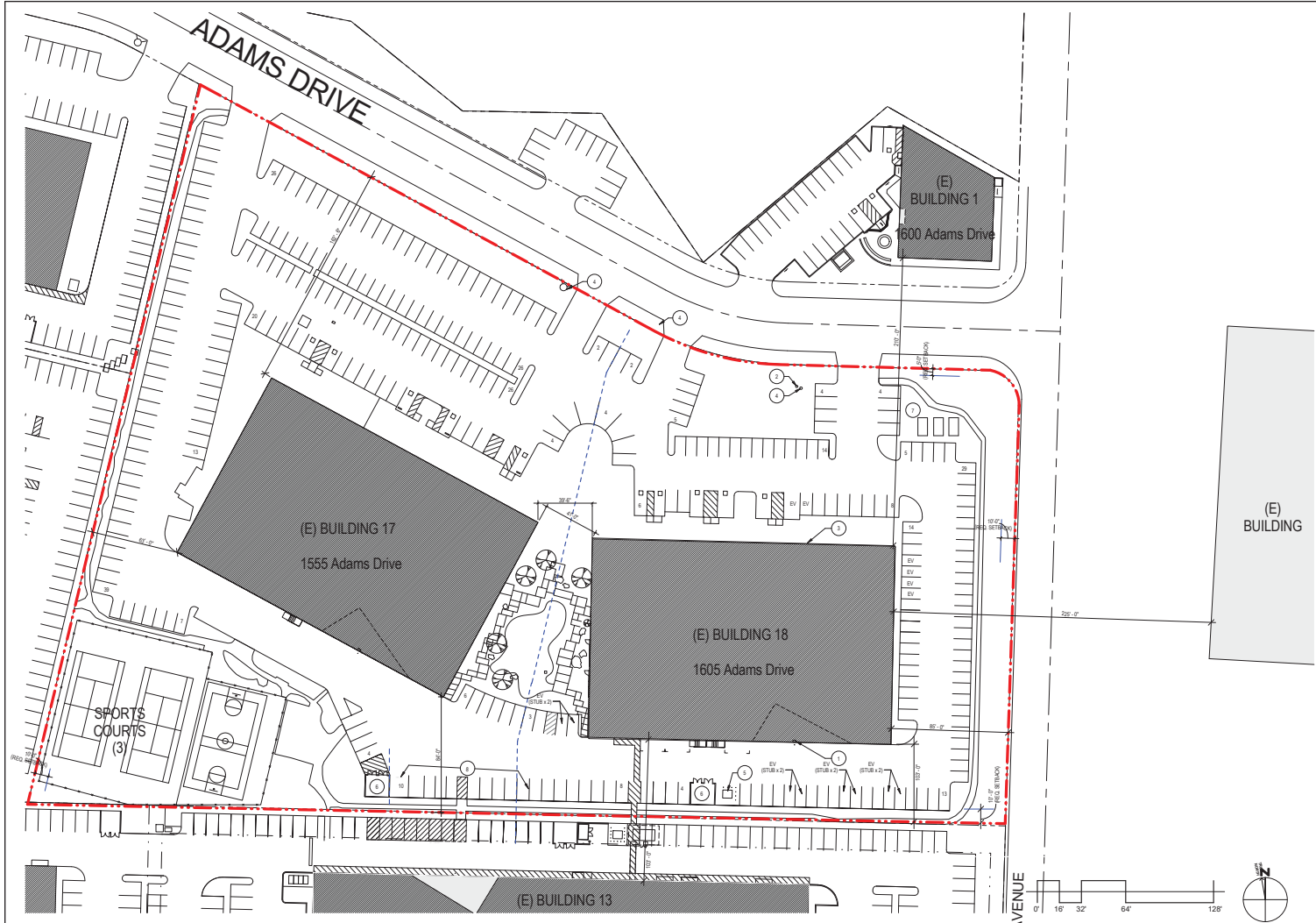


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SCALE	1"=20'
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CHECKED BY	JDL
DATE	JUN 11 2020
JOB	A17010
SHEET	9
OF 14 SHEETS	

KIER & WRIGHT
 CIVIL ENGINEERS & SURVEYORS, INC.
 1000 UNIVERSITY AVENUE
 SUITE 200, MERCED, CALIFORNIA 95364
 PH: 209.251.2541
 FAX: 209.251.2541

BOUNDARY, TOPOGRAPHIC & UTILITY SURVEY
 FOR: TARLTON PROPERTIES, INC.
 1515 ADAMS DRIVE & ADAMS DRIVE
 MERCED PARK

2b



LEGEND

- PROPERTY LINE
- PARKING SEPARATION LINE
- EV LOW EMISSION EV CHARGER

- KEYNOTES**
- ① (E) FIRE DEPARTMENT CONNECTION TO REMAIN
 - ② (E) POST INDICATOR VALVE
 - ③ (E) FIRE SPRINKLER ALARM
 - ④ (E) FIRE HYDRANT
 - ⑤ (E) TRANSFORMER
 - ⑥ (E) TRASH ENCLOSURE AND RECYCLING AREA
 - ⑦ (E) EV CHARGING TO REMAIN
 - ⑧ 10 PARKING SPACES RESERVED FOR 1525 ORBEN DRIVE

PROJECT DATA

1865 ADAMS DR	31,680 SF
FIRST LEVEL	31,680 SF
SECOND LEVEL	16,800 SF
NEW MEZANINE	8,880 SF
TOTAL	57,360 SF

REQUIRED	QUANTITY
1.5 - 2.5 (MINIMUM) 1,000 SF PER 1,000 SF (MINIMUM)	56 - 142 (MINIMUM)
PROVIDED - 1865 ADAMS DR	
STANDARD STALLS	118
ACCESSIBLE STALLS	5
TOTAL PROVIDED	123

NOTES (1865 ADAMS DR):
 1. EV STALLS NOT INCLUDED IN TOTAL NUMBER OF PROVIDED PARKING STALLS
 2. PROVIDED SEE PROVIDES 14 EV STALLS TOTAL 14 EV STALLS REQ. PER CALIFORNIA
 3. TYPICAL PARKING SPACE IS 8'x18'

EXISTING SITE PLAN - FOR REFERENCE

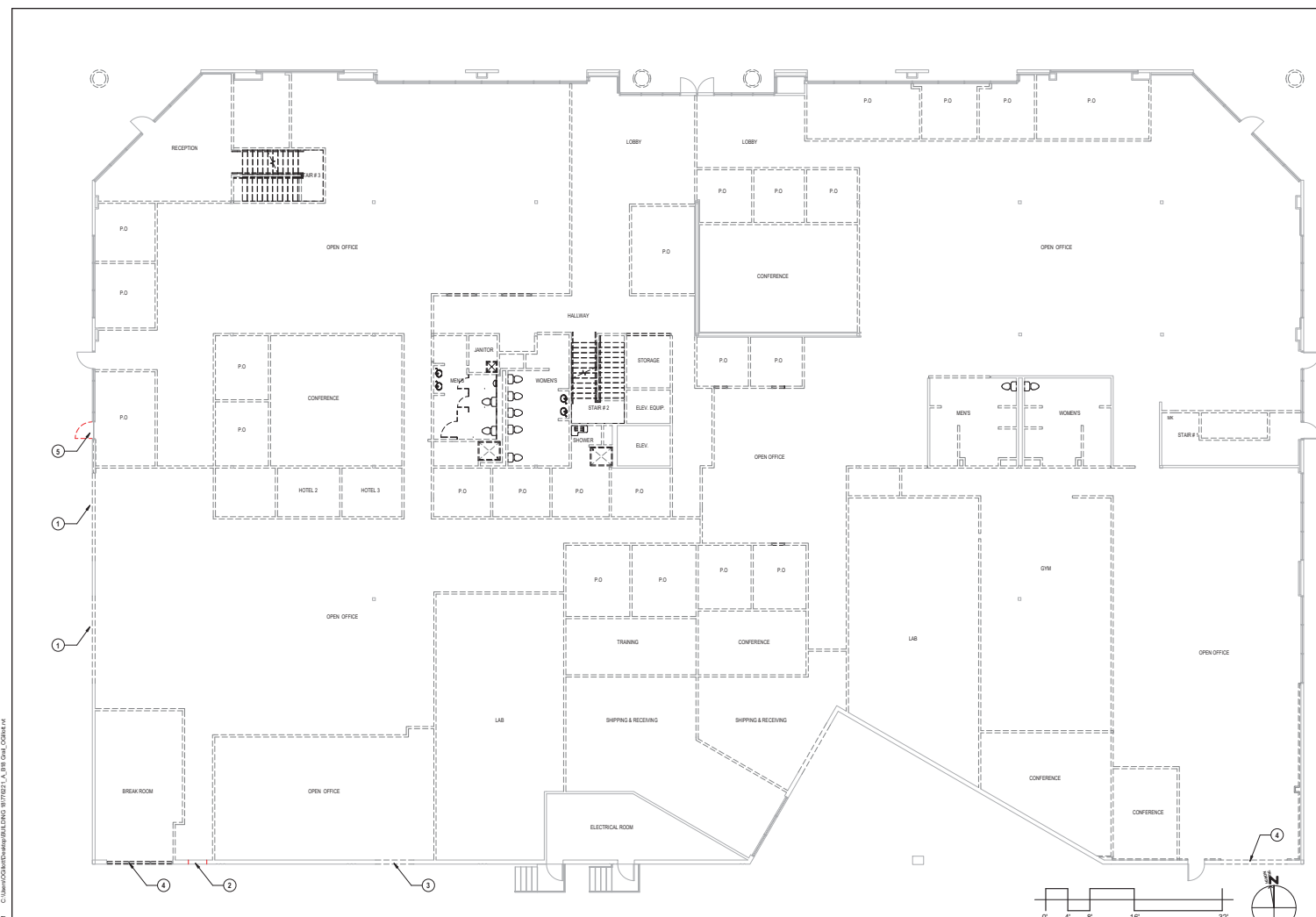
102317 CONDITIONAL USE PERMIT

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

GRAIL
 MENLO BUSINESS PARK
 DES PROJECT NUMBER: 7762.21

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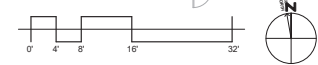
DES
 ARCHITECTS
 ENGINEERS



LEGEND

- (E) WALLS TO BE REMOVED
- (E) WALLS TO REMAIN
- (E) GLAZING TO BE REMOVED
- (E) DOOR TO BE REMOVED

- KEYNOTES**
- ① (E) EXTERIOR STOREFRONT AND DOOR TO BE REMOVED
 - ② (E) EXTERIOR DOOR TO BE REMOVED
 - ③ (E) WALL PORTION TO BE REMOVED FOR IN GLAZING / DOOR
 - ④ (E) EXTERIOR ROLL-UP DOOR TO BE REMOVED
 - ⑤ (E) GLASS DOOR AT STOREFRONT TO BE REMOVED AND REPLACED WITH IN GLAZING



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

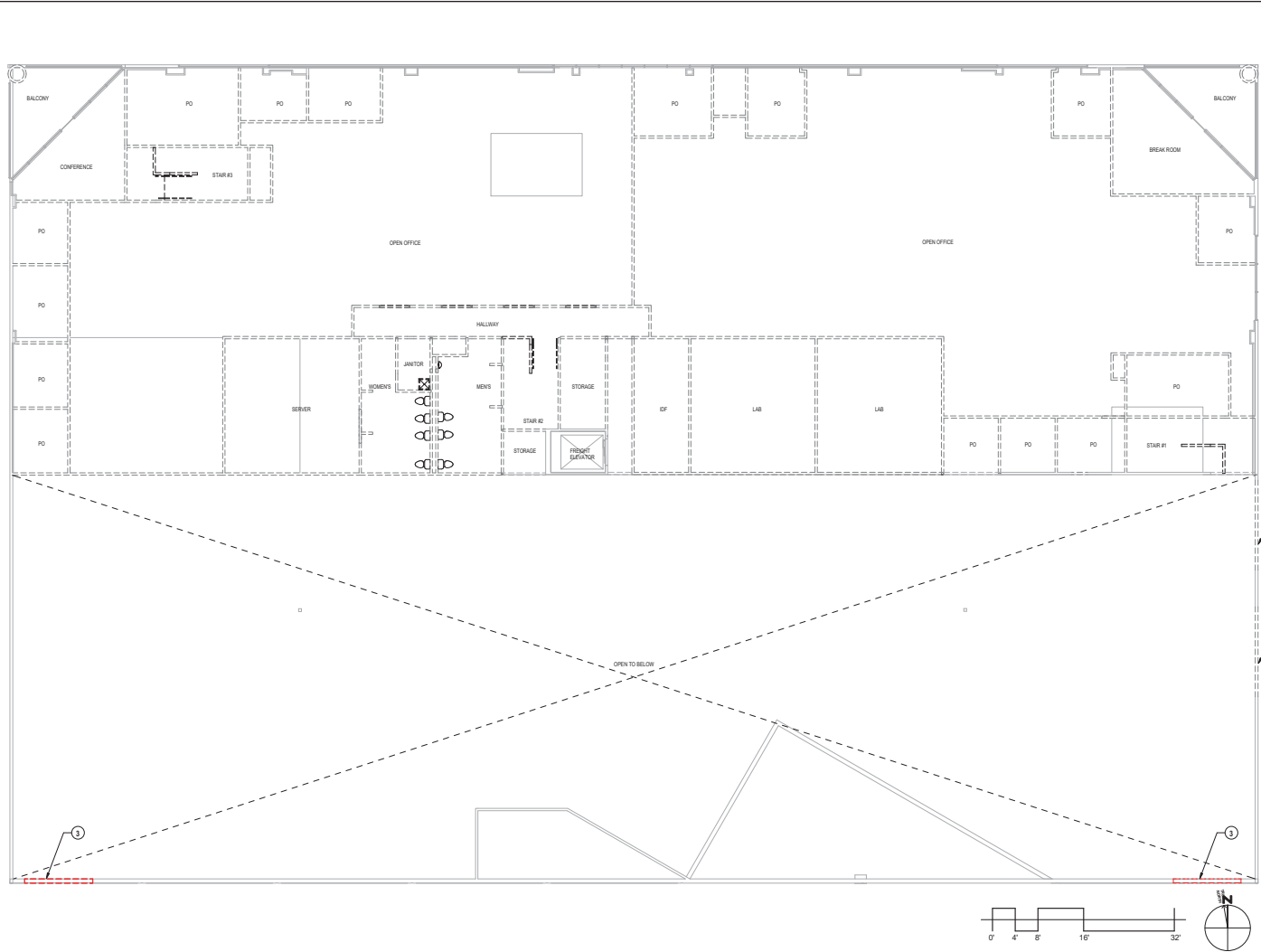
GRAIL
MENLO BUSINESS PARK
DES PROJECT NUMBER: 7762.21

EXISTING FIRST FLOOR PLAN - DEMO

102317 CONDITIONAL USE PERMIT

4

DES
ARCHITECTS
ENGINEERS



LEGEND

- - - (E) WALLS TO BE REMOVED
- (E) WALLS TO REMAIN
- - - (E) GLAZING TO BE REMOVED
- - - (E) DOOR TO BE REMOVED

- KEYNOTES**
- ① (E) EXTERIOR STOREFRONT AND DOOR TO BE REMOVED
 - ② (E) EXTERIOR DOOR TO BE REMOVED
 - ③ (E) WALL PORTION TO BE REMOVED FOR (N) GLAZING / DOOR
 - ④ (E) EXTERIOR ROLL-UP DOOR TO BE REMOVED
 - ⑤ (E) GLASS DOOR AT STOREFRONT TO BE REMOVED AND REPLACED WITH (N) GLAZING

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

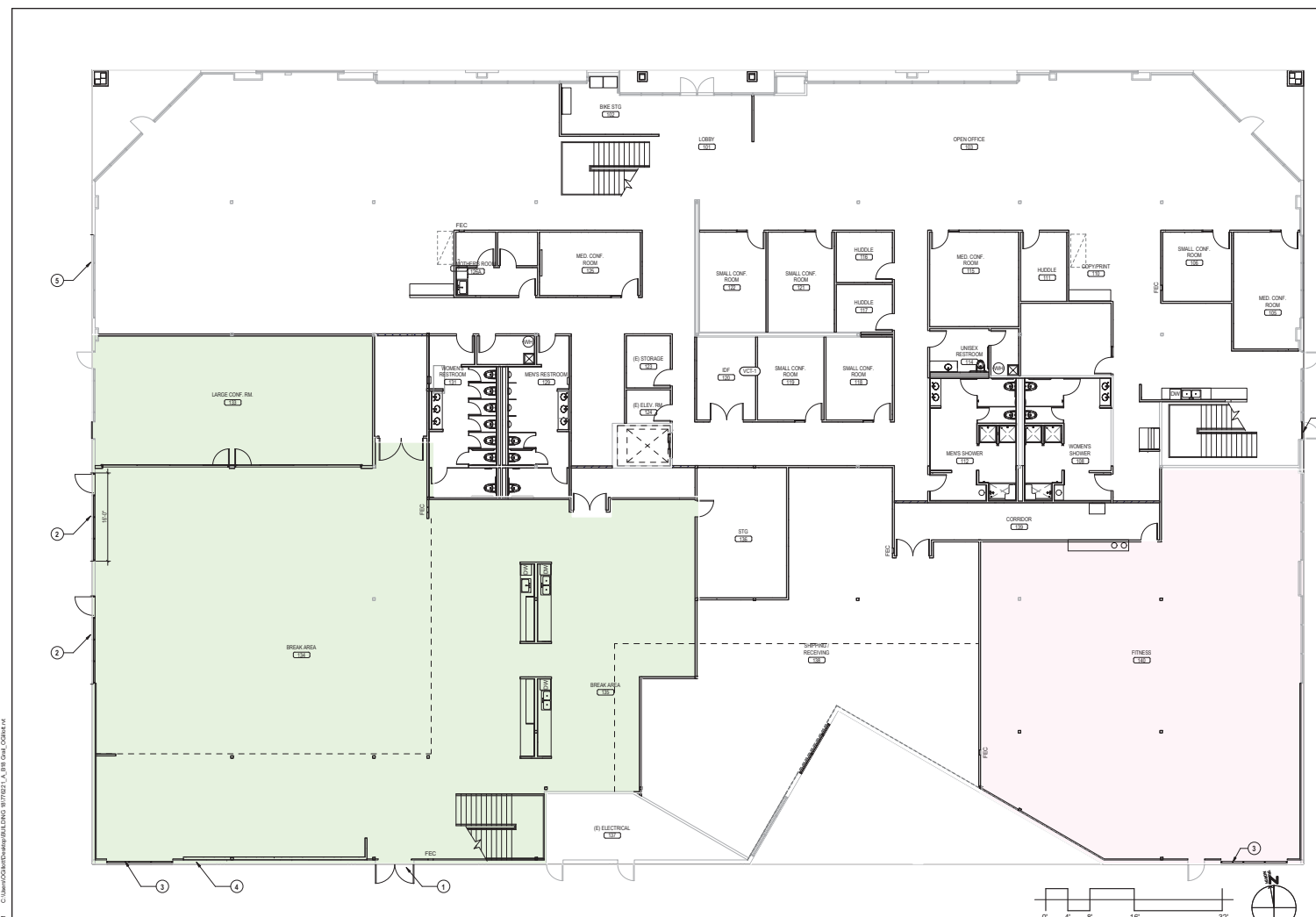
GRAIL
MENLO BUSINESS PARK
DES PROJECT NUMBER: 7762.21

EXISTING MEZZANINE PLAN - DEMO

102317 CONDITIONAL USE PERMIT

5

DES
ARCHITECTS
ENGINEERS



LEGEND

- (S) WALLS TO REMAIN
- (N) WALLS
- (M) MEZZANINE FLOOR LINE ABOVE
- A3 OCCUPANCY (8,300 SF)
- A2 OCCUPANCY (3,800 SF)
- B OCCUPANCY (19,700 SF)

- KEYNOTES**
- 1 (N) EXTERIOR DOOR
 - 2 (N) OPERABLE WALLS AND DOOR AT EXTERIOR
 - 3 (N) EXTERIOR GLAZING
 - 4 (N) WALL FILL
 - 5 (N) GLASS FILL AT (E) STOREFRONT

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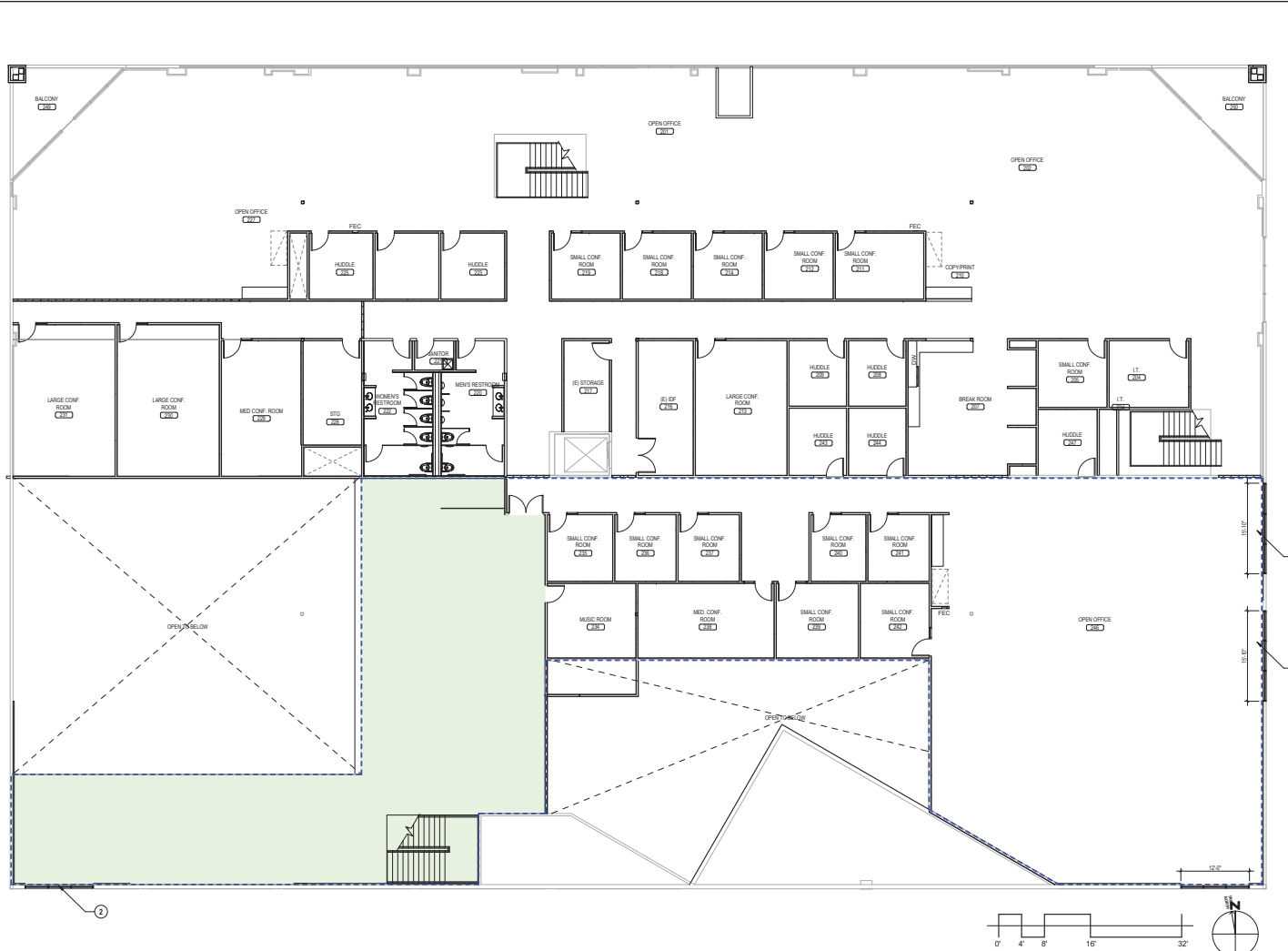
GRAIL
 MENLO BUSINESS PARK
 DES PROJECT NUMBER: 7762.21

PROPOSED FIRST FLOOR PLAN

102317 CONDITIONAL USE PERMIT

6





LEGEND

- (-) WALLS TO REMAIN
- (=) IN WALLS
- (---) IN MEZZANINE (1,443 SF)
- (■) A3 OCCUPANCY (1,310 SF)

- KEYNOTES**
- ① IN WALL INFILL
 - ② IN EXTERIOR GLAZING

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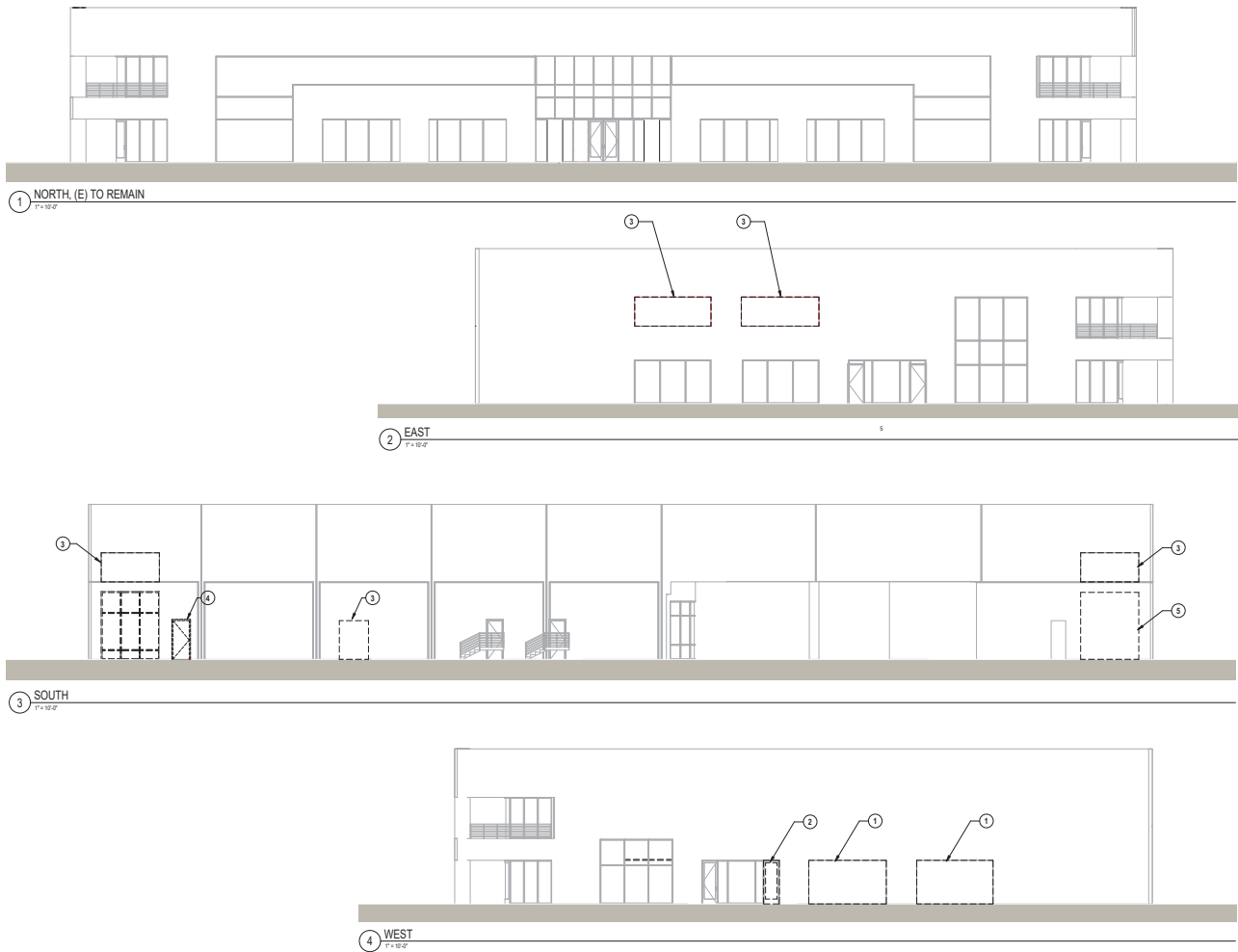
GRAIL
 MENLO BUSINESS PARK
 DES PROJECT NUMBER: 7762.21

PROPOSED MEZZANINE PLAN

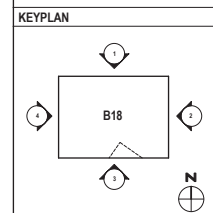
102317 CONDITIONAL USE PERMIT

7





- KEYNOTES - DEMO**
- ① (E) EXTERIOR STOREFRONT TO BE REMOVED
 - ② (E) EXTERIOR DOOR TO BE REMOVED
 - ③ (E) WALL PORTION TO BE REMOVED FOR (N) GLAZING / DOOR
 - ④ (E) EXTERIOR DOOR TO BE REPLACED WITH WALL
 - ⑤ (E) ROLL UP DOOR TO BE REMOVED



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GRAIL
 MENLO BUSINESS PARK
 DES PROJECT NUMBER: 7762.21

EXISTING BUILDING ELEVATIONS - DEMO

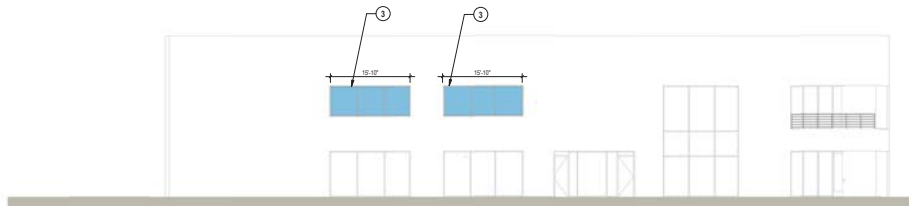
102317 CONDITIONAL USE PERMIT

8

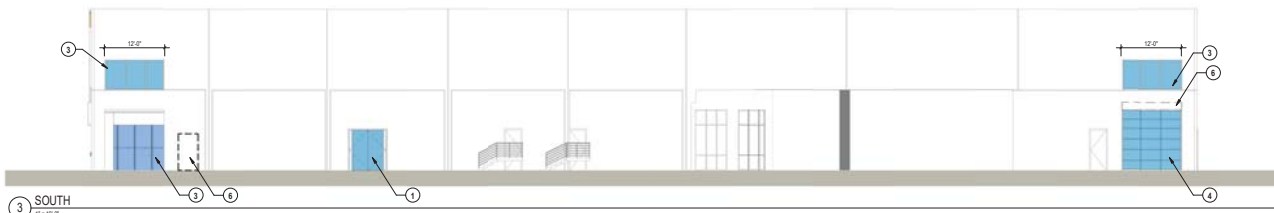




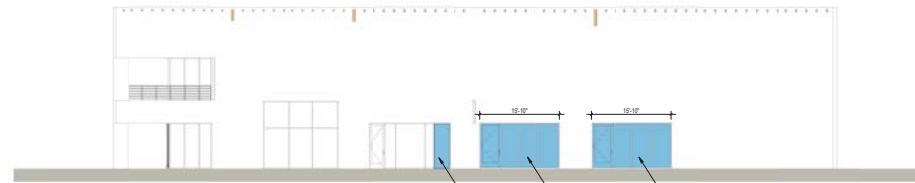
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1" = 10'-0"



2 EAST
1" = 10'-0"



3 SOUTH
1" = 10'-0"



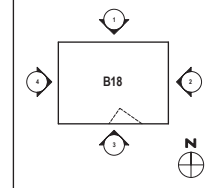
4 WEST
1" = 10'-0"

KEYNOTES - PROPOSED

- 1 (N) EXTERIOR DOOR TO MATCH (E)
- 2 (N) OPERABLE WALL AND DOOR W/ BIRD FRIENDLY GLAZING
- 3 (N) EXTERIOR BIRD FRIENDLY GLAZING
- 4 (N) EXTERIOR ROLL UP DOOR W/ BIRD FRIENDLY GLASS PANELS
- 5 (N) GLASS INFILL AT (E) STOREFRONT TO MATCH EXISTING
- 6 (N) WALL INFILL TO MATCH (E)

(N) GLAZING AND DOORS

KEYPLAN



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GRAIL
MENLO BUSINESS PARK

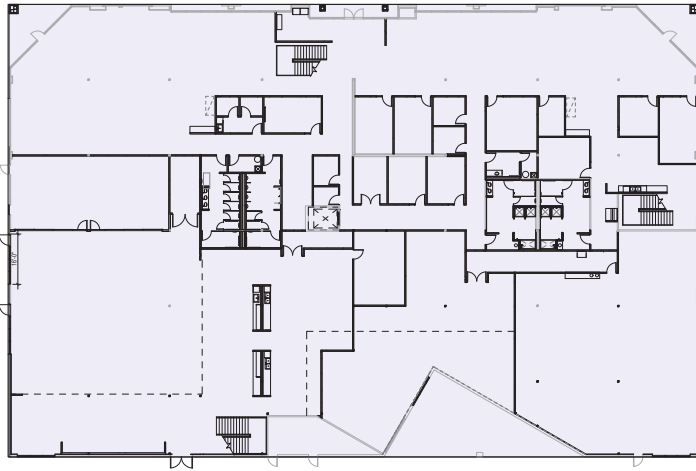
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PROPOSED BUILDING ELEVATIONS

102317 CONDITIONAL USE PERMIT

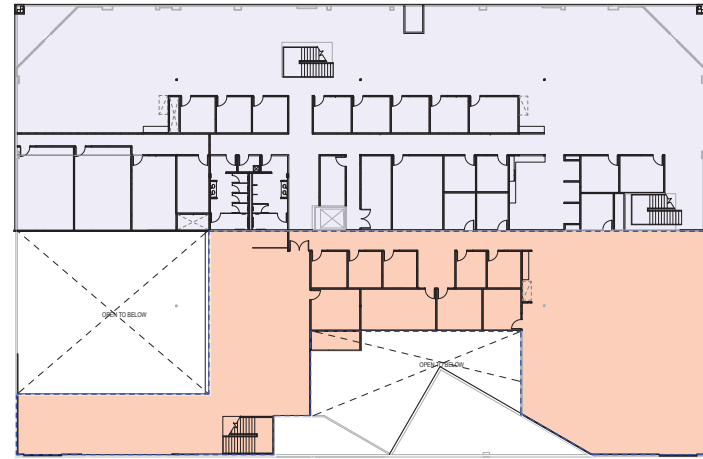
9

DES
ARCHITECTS
ENGINEERS



1 FIRST FLOOR PLAN
1/8" = 1'-0"

 EXISTING GFA (FIRST FLOOR + MEZZANINE)	= 47,547 SF
 PROPOSED GFA (MEZZANINE)	= 9,463 SF



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

SUMMARY:

(E) FIRST FLOOR GFA	= 31,680 SF
(E) MEZZANINE GFA	= 15,867 SF
<u>PROPOSED MEZZANINE</u>	<u>= 9,463 SF</u>
TOTAL	= 57,010 SF

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GRAIL
MENLO BUSINESS PARK

DES PROJECT NUMBER: 7762.21

GFA DIAGRAMS

102317 CONDITIONAL USE PERMIT

10

DES
ARCHITECTS
ENGINEERS

BELOW MARKET RATE HOUSING AGREEMENT

This Below Market Rate Housing Agreement (“Agreement”) is made as of this ___ day of _____, 2017 by and between the City of Menlo Park, a California municipality (“City”) and Tarlton Properties, Inc., a California Corporation (“Applicant”), with respect to the following:

RECITALS

- A. Applicant owns a building, located at that certain real property in the City of Menlo Park, County of San Mateo, State of California, consisting of approximately 6.06 acres, more particularly described as Assessor’s Parcel Number: 055-474-140 (“Property”), and commonly known as 1555-1605 Adams Drive, Menlo Park.
- B. The Property currently contains two buildings with a combination of office and research and development (R&D) spaces. The gross floor area of the existing building at 1605 Adams Drive is approximately 47,547 square feet.
- C. Applicant proposes to add 9,463 square feet of gross floor area to create a fitness center and additional office and R&D spaces at the mezzanine level. Applicant has applied to the City for a use permit and architectural control to increase the square footage within the building (“Project”).
- D. Applicant is required to comply with Chapter 16.96 of City’s Municipal Code (“BMR Ordinance”) and with the Below Market Rate Housing Program Guidelines (“Guidelines”) adopted by the City Council to implement the BMR Ordinance. In order to process its application, the BMR Ordinance requires Applicant to submit a Below Market Rate Housing Agreement. This Agreement is intended to satisfy that requirement. Approval of a Below Market Rate Housing Agreement is a condition precedent to the approval of the application and the issuance of a building permit for the Project.
- E. Residential use of the Property is not allowed based on the applicable zoning regulations. Applicant does not own any sites in the City that are available and feasible for construction of sufficient below market rate residential housing units to satisfy the requirements of the BMR Ordinance. However, Applicant may explore opportunities to deliver off-site units in coordination with other developments. Therefore, the BMR Agreement should allow the flexibility for Applicant to deliver one off-site unit, partner with other applicants to deliver the equivalent of at least 0.46 units toward the creation of an off-site unit, or pay the applicable in lieu fee.
- F. Applicant, therefore, is required to deliver off-site units or pay an in lieu fee as provided for in this Agreement. Applicant is willing to deliver off-site units

or pay the in lieu fee on the terms set forth in this Agreement, which the City has found are consistent with the BMR Ordinance and Guidelines.

NOW, THEREFORE, the parties agree as follows:

1. If Applicant elects to proceed with the Project, Applicant shall satisfy its obligations under the BMR Ordinance and Guidelines (“Developer’s BMR Obligations”) by either (a) delivering one off-site unit, (b) partnering with other applicants to deliver the equivalent of at least 0.46 units toward the creation of an off-site unit, or (c) paying the in lieu fee.
2. If Applicant elects to proceed with the Project and pay an in lieu fee, Applicant shall pay the estimated in lieu fee of \$159,924.70 as provided for in the BMR Ordinance and Guidelines. Notwithstanding the proceeding, nothing in this Agreement shall obligate Applicant to proceed with the Project. The applicable in lieu fee is that which is in effect on the date the payment is made. The in lieu fee will be calculated as set forth in the table below; however, the applicable fee for the Project will be based upon the amount of square footage within Group A and Group B at the time of payment. The estimated in lieu fee is provided below.

Table 1: BMR Requirements and Applicant Proposal			
	Fee per square foot	Square feet	Component fees
Existing Building – Office/R&D	\$16.90	47,547	(\$803,544.30)
Existing Building - Non-Office	\$9.70	0	\$0.00
Proposed Building – Office/R&D	\$16.90	57,010	\$963,469.00
Proposed Building - Non-Office	\$9.70	0	\$0.00
BMR In Lieu Fee Option			\$159,924.70

The in lieu fee may be paid at any time after approval of this Agreement by the Planning Commission. If for any reason, a building permit is not issued within a reasonable time after Applicant’s payment of the in lieu fee, upon request by Applicant, City shall promptly refund the in lieu fee, without interest, in which case the building permit shall not be issued until payment of the in lieu fee is again made at the rate applicable at the time of payment.

3. If Applicant elects to proceed with the Project, Applicant shall deliver one off-site unit, partner with other applicants to deliver the equivalent of at least

0.46 units toward the creation of an off-site unit, or pay the in lieu fee prior to final sign-off of the building permit.

- 4. This Agreement shall be binding on and inure to the benefit of the parties hereto and their successors and assigns. Each party may assign this Agreement, subject to the reasonable consent of the other party, and the assignment must be in writing.
- 5. If any legal action is commenced to interpret or enforce this Agreement or to collect damages as a result of any breach of this Agreement, the prevailing party shall be entitled to recover all reasonable attorney's fees and costs incurred in such action from the other party.
- 6. This Agreement shall be governed by and construed in accordance with the laws of the State of California and the venue for any action shall be the County of San Mateo.
- 7. The terms of this Agreement may not be modified or amended except by an instrument in writing executed by all of the parties hereto.
- 8. This Agreement supersedes any prior agreements, negotiations, and communications, oral or written, and contains the entire agreement between the parties as to the subject matter hereof.
- 9. Any and all obligations or responsibilities of Applicant under this Agreement shall terminate upon the delivery of unit(s) or payment of the required fee.
- 10. To the extent there is any conflict between the terms and provisions of the Guidelines and the terms and provisions of this Agreement, the terms and provisions of this Agreement shall prevail.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

CITY OF MENLO PARK

Tarlton Properties Inc.

By: _____
City Manager

By: _____
Its:



STAFF REPORT

Planning Commission

Meeting Date: 12/4/2017
Staff Report Number: 17-069-PC

Regular Business: Review of Draft 2018 Planning Commission Meeting Dates

Recommendation

Staff recommends that the Planning Commission provide feedback on the proposed 2018 Planning Commission calendar, included as Attachment A.

Policy Issues

Review of the draft Planning Commission calendar does raise any particular policy issues.

Background

Each year, the Planning Commission reviews the Planning Commission calendar for the upcoming year.

Analysis

Attachment A identifies the proposed 2018 Planning Commission meeting dates. The proposed meeting dates were selected with consideration of the following factors:

- Typical schedule of two meetings per month;
- City holidays and other noted celebrations and religious holidays;
- Avoidance of back-to-back meetings; and
- Preferred Planning Commission packet release during a week when City Hall is open on Friday to allow more time for staff to respond to questions before the meeting.

At times, the Planning Commission may also need to schedule a study session or special meetings. These meetings can be scheduled on as needed basis, and therefore, have not been identified on the calendar.

At the December 4 meeting, the Commissioners should be prepared to discuss their schedules to determine if any modifications are needed to the draft schedule. Staff recognizes that schedule conflicts may arise in the future, but if the Commission can determine if any meeting dates would result in a lack of a quorum, these dates should be avoided now. For example, if a Planning Commissioner is aware of a particularly problematic conflict with a local school break, that can be discussed at this meeting.

The Planning Commission may make a formal motion/second and vote to approve the draft calendar (with or without revisions), or Commissioners may provide individual input for staff to review and finalize administratively. Once the Commission has approved the 2018 meeting dates, staff will provide the City Clerk with the information and update the City's webpage.

Impact on City Resources

Review of the draft Planning Commission calendar does not affect City resources.

Environmental Review

Review of the draft Planning Commission calendar is not a “project” under the California Environmental Quality Act (CEQA), and thus no environmental review is required.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

A. Draft 2018 Planning Commission Calendar

Report prepared by:

Deanna Chow, Principal Planner

PLANNING COMMISSION

DRAFT MEETING DATES FOR 2018

January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31*

April

S	M	T	W	T	F	S
1*	2	3	4	5	6*	7*
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19*
20*	21*	22	23	24	25	26
27	28	29	30	31		

June

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9*	10*	11*	12	13	14	15
16	17	18	19	20	21	22
23*	24*	25*	26	27	28	29
30						

October

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					





PC MEETINGS

CITY HALL CLOSED

CITY HOLIDAYS

SPECIAL MEETINGS WILL BE SCHEDULED AS NEEDED

Legend

-  PC Meetings
-  City Hall Closed
-  City Holidays
-  Jewish Holidays

<u>Date</u>	<u>Jewish Holidays</u>
Mar. 31 - Apr. 7	Passover (<i>no work permitted on 3/31; 4/1; 4/6 & 4/7</i>)
May 19-21*	Shavuot
Sept. 9-11*	Rosh Hashanah
Sept. 18-19*	Yom Kippur
Sept. 23-30	Sukkot (<i>no work permitted on 9/24 & 9/25</i>)
Dec. 2-10	Chanukah/Hanukkah

Note:

**No work is permitted*

<u>Date</u>	<u>School Breaks</u>
Dec. 22 - Jan 5	Winter Break
Feb. 19 - 23	Mid-Winter Break
Apr. 9-13	Spring Break

<u>Date</u>	<u>City Hall Holidays</u>
Jan. 1	New Year's Day
Jan. 15	Martin Luther King Day
Feb. 19	President's Day
May 28	Memorial Day
July 4	Independence Day's observed
Sept. 3	Labor Day
Nov 12	Veterans Day
Nov 22-23	Thanksgiving
Dec. 24	Christmas Eve
Dec. 25	Christmas Day