



REGULAR MEETING AGENDA

Date: 3/12/2018
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 February 26, 2018, Planning Commission meeting. ([Attachment](#))

E2. Architectural Control/Maria Carty/23 Hallmark Circle:
Request for architectural control for exterior modifications to an existing single-family residential townhouse in the RES(X) (Residential Estate Suburban, Conditional Development) zoning district. ([Staff Report #18-021-PC](#))

F. Public Hearing

F1. Use Permit/David Crouch/1049 Almanor Avenue:
Request for use permit to demolish an existing two-story, single-family residence and detached garage and construct a new two-story single-family residence and an attached garage on a substandard lot with regard to lot width in the R-1-U (Single-Family Urban) zoning district. The project includes a proposal to remove three heritage trees, one of which is dead. In addition, the Planning Commission will review the City Council recommendation to abandon the public utility easement (PUE) as referenced in the January 16, 2018, City Council Staff Report (#18-003-CC). The Planning Commission will determine whether the proposed abandonment is consistent with

the City's General Plan and will forward its recommendation to the City Council. (Staff Report #18-022-PC) **Continued from the meeting of February 26, 2018**

- F2. Use Permit/Keith Rocha/312 Durham Street:
Request for a use permit to remodel and construct first- and second-story additions to an existing single-story single family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The proposal would also exceed 50 percent of the existing floor area and is considered equivalent to a new structure. The subject parcel is located on a substandard lot in the R-1-U (Single-Family Urban) zoning district (Staff Report #18-023-PC)

G. Regular Business

- G1. Architectural Control/Charlie Troglia/840 Menlo Avenue:
Request for architectural control to construct a new, three-story mixed-use building on a vacant lot in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The building would consist of parking and lobby entrances on the ground floor, non-medical office on the second floor, and three dwelling units (with terraces) on the third floor. (Staff Report #18-024-PC)

H. Study Session

- H1. Study Session/Sagar Patel/1704 El Camino Real: Request for a study session for the public benefit bonus proposal associated with the architectural control and variance request to construct a new 70-room hotel consisting of three stories and an underground parking level in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The proposed development would be at the Public Benefit Bonus level, which would exceed the Base level floor area ratio (FAR) on the subject site. The public benefit bonus proposal includes the contribution of Transient Occupancy Tax (TOT) revenues to the City on an on-going basis. No actions will take place at this meeting, but the study session will provide an opportunity for the Planning Commission and the public to become more familiar with the proposal and to provide initial feedback on the applicability of the Public Benefit Bonus and on the proposed design (Staff Report #18-025-PC)

I. Informational Items

- I1. 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: March 26, 2018
 - Regular Meeting: April 9, 2018
 - Regular Meeting: April 23, 2018

J. 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: 03/7/18)

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: 2/26/2018
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), Larry Kahle (Vice Chair), John Onken, Henry Riggs, Katherine Strehl

Absent: Susan Goodhue

Staff: Deanna Chow, Principal Planner; Kaitie Meador, Associate Planner; Michele Morris, Assistant Planner; Kyle Perata, Senior Planner

Chair Combs said item F1, Use Permit/David Crouch/1049 Almanor Avenue, was continued to a future meeting.

Chair Combs said he would be recused for item H1 study session for Facebook, and that part of the meeting would be chaired by Vice Chair Larry Kahle.

C. Reports and Announcements

Principal Planner Deanna Chow said the City Council at its March 13, 2018 meeting would consider the Facebook East Campus development agreement revision and conditional development permit revision that the Planning Commission reviewed at its February 5, 2018 meeting. She said at the same meeting, the Council would consider the Below Market Rate Housing (BMR) ordinance and guidelines revisions that were reviewed by the Planning Commission at its February 5 meeting. She said the City Council on March 13 would also have a policy discussion on the community amenities affordable housing requirement that was adopted as part of ConnectMenlo.

Replying to Commissioner Katherine Strehl, Principal Planner Chow said that if the policy discussion on the community amenities affordable housing requirement led to any proposed revisions in the future that the revised matter would have Planning Commission review. She said item F1 was continued to notice more fully regarding the abandonment of a public utility easement.

D. Public Comment

There was none.

E. Consent Calendar

- E1. Approval of minutes from the February 5, 2018, Planning Commission meeting. ([Attachment](#))

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

F. Public Hearing

- F1. Use Permit/David Crouch/1049 Almanor Avenue:

Request for use permit to demolish an existing two-story, single-family residence and detached garage and construct a new two-story single-family residence and an attached garage on a substandard lot with regard to lot width in the R-1-U (Single-Family Urban) zoning district. As part of the proposed project, three heritage trees would be removed. ([Staff Report #18-017-PC](#))

Item continued to a future meeting.

G. Regular Business

- G1. Architectural Control and Below Market Rate Housing Agreement/Derek Hunter, Jr./
1540 El Camino Real:

Architectural control for the demolition of an existing commercial building and the construction of a new two-story non-medical office building and a three-story residential building with 27 residential units with a two level underground parking garage serving both buildings in the SP-ECR/D (El Camino Real Downtown/Specific Plan) zoning district. The proposal includes a Below Market Rate (BMR) housing agreement for compliance with the City's BMR program. As part of the proposed project, eight heritage trees would be removed. ([Staff Report #18-018-PC](#))

Staff Comment: Associate Planner Kaitie Meador said the applicant was proposing a materials change to the office building, and that the material on the top of the material sample board at the dais was the proposed material.

Questions of Staff: Commissioner Strehl said she thought this project would have benefited from a study session discussion noting that all projects thus far within the Specific Plan area had come as study sessions first.

Applicant Presentation: Deke Hunter said he was a Menlo Park native and had presented a number of projects to the Planning Commission over the years, including most recently the former Roger Reynolds site development on Encinal Avenue. He said this project had been under application process for 20 months. He said the proposed office was about 40,000 square feet and there would be 27 apartment units. He said they took advantage of an easement on the west side and arranged the driveway to access the garage similarly. He said they did not ask for bonus density. He said they had two community meetings with neighbors to the subject property and those had been positive. He said they were providing 15% BMR housing on the residential combined with the BMR requirement of the commercial project, which equated to about 18.5%

BMR. He said they had unanimous consent from the Housing Commission for their project except for one abstention. He said the terracotta they originally intended to use came to seem too orange and they were now proposing a more muted tonality as shown on the sample materials board for the office use.

Commissioner Henry Riggs said he was hoping for a gray terracotta and the sample provided was a sand-colored, precast concrete. Mr. Hunter said it was a true terracotta tile and had a gray sandstone appearance. He said he could get a larger sample to staff if desired.

Commissioner Strehl asked the approximate number of employees for the office space use. Mr. Hunter said if there were four employees per 1,000 square feet that roughly 160 to 180 employees might be expected. Commissioner Strehl asked about a transportation demand management (TDM) program. Mr. Hunter said the commercial would be parked about 4 spaces per 1,000 square feet. He said they were proposing a TDM for the residential project as it would share some overflow parking after hours. Associate Planner Meador said there was a preliminary TDM memo as a condition of approval. Commissioner Strehl confirmed with Ms. Meador that the TDM would not return to the Planning Commission for consideration.

Commissioner Andrew Barnes referred to Attachment C, the data table, showing the proposed project side left setback of 40-feet where zoning designated the side setback at a minimum 10-feet and maximum 20-feet. He asked if the setback was measured from the modified access agreement. Associate Planner Meador said the setback on that side was measured from the easement.

Commissioner Barnes asked the applicant did not seek the bonus level density. Mr. Hunter said they began their proposal at bonus level but after a year they felt some uncertainty about doing so they decided to not pursue bonus density. He said at that time cities up and down the peninsula were struggling to set BMR guidelines. He said with the absence of BMR guidelines they thought they could pursue BMR percentages as a way to qualify for bonus density. He said the property owners were at a decision point of keeping the building as it was and leasing it, or to redevelop it. He said they ultimately decided to pursue development at the base level. Commissioner Barnes asked if the concern was the question of the BMR units or what would constitute public benefit for the bonus density level. Mr. Hunter said it was the latter and their concern was they might miss the window to develop the property and opted for the more conservative project application.

Commissioner Barnes read from the staff report stated: *However, there is not a pedestrian path allowing office employees/visitors to access San Antonio Street without walking in the vehicular driveway. The Planning Commission may wish to consider a condition requiring the connection of the walkways on the west sides of the buildings to create a full pedestrian path through the site.* He asked the applicant to address. Mr. Hunter said the 40-foot easement was between the properties owned by Beltramo family individuals. He said they thought that sidewalk would provide more than enough access to San Antonio Street and the train station.

Commissioner John Onken asked about the sun shading noting it was shown on the upper floor of the El Camino Real south west side but he did not see any for the southeast side nor for any of the lower levels of the project. Mr. Hunter said the sun shading was 75% articulation and 25% to reach Title 24 standards. He asked another team member to address.

Ted Korth, KSH Architects, said the elements were for sun shading and to add detail to the

buildings. He said even clear glass now performed really well without sun shades attached to it. He said they added sun shades along El Camino Real, to the sides and center, to add detail and character to the building.

Commissioner Kahle said the mechanical screen was set fairly far back yet seemed rather tall. Mr. Korth said the screening was set 10-feet six-inches higher than the building for the HVAC equipment, elevator overrun and the staircase.

Commissioner Kahle said the residential windows were vinyl clad and he assumed the office windows were aluminum storefront. Mr. Hunter said that was correct. Commissioner Kahle said the coping and some of the aluminum on the residential were painted and asked whether those would match the storefront system. He said he was concerned with the painted application rather than something more permanent. Mr. Hunter said the painted application was easy to upgrade over time and was used on the townhouses next door they had built. Commissioner Kahle asked why the terra cotta finish was only in the front and back and did not wrap around the sides. Mr. Hunter said they thought it would make the building feel too heavy. He said it was a special material and they wanted it to stand out. Commissioner Kahle asked if they had decided on the lighter gray color or were looking for feedback. Mr. Hunter said he would like feedback and preferred the more conservative color than the orange he originally proposed.

Commissioner Kahle said an area in the basement was shown as additional parking space if needed to meet minimum parking requirements. Associate Planner Meador said planning and building staff reviewed, and the purpose of it was to accommodate potential structural changes with the development of structural drawings as that might shift parking spaces slightly. She said it would not in any case reduce the overall parking supply. Commissioner Kahle confirmed with the applicant that the solar panels shown were representation only and not a specified amount.

Chair Combs opened the public hearing.

Public Comment:

- Michael Behr, Menlo Park, said the redwood tree located at the western corner of the property was a very distinctive landmark, and his concern was it might be removed. He said he had general concerns about too many heritage trees being removed and replaced with small trees.

Chair Combs closed the public hearing.

Commission Comment: Commissioner Riggs said the proposed material change was the color but the rendering indicated the finish would be variegated. He said the material sample provided did not seem the type to have variegation. Mr. Korth said the company that produced the material had a palette within that color range of three to four varieties of color tones very close to one another. He said the slight variegation shown in the rendering was the intention. He said it was a clay product, terracotta, with a glazed finish. He said that finish had a slight variety from piece to piece giving it an interesting character. Commissioner Riggs said the sample they were given had an aggregate. Mr. Korth said the sample was from the Boston Valley Terracotta company and he agreed that from the side it did not look like terracotta. He said they could provide larger samples of the material. Commissioner Riggs confirmed with the architect that there were three to four tones included in the product choice. Mr. Korth said that the material was not pre-cast. Commissioner Riggs said a series of plan drawings starting with C-A8.1 showed stucco with a

variation as though it might be integral color or even Venetian but the sample provided was standard painted, sand finished stucco. Mr. Korth said they had not really selected whether it would be color integral stucco or painted stucco but the color would be compatible with the terracotta. He said the stucco was not intended to have the same variegation as the terracotta tile but would have a more consistent finish on the two side walls.

Commissioner Riggs noted a similarity with the project office design and others in the Specific Plan area seen by the Commission recently. He said that the Specific Plan would be reviewed and was curious whether the Plan design guidelines were driving this design similarity. Mr. Korth said the Specific Plan offered a range of design objectives that could be pursued and they did not feel they were trying to match descriptions in the Plan.

Commissioner Riggs asked about the mechanical screening on the ground level shown on sheet L7. Mr. Hunter said the screening was for the transformer. He said regarding the Plan that once an architectural style was selected there was some rigidity in the Plan creating a right or a wrong. He said that might be why the Commission was seeing some of those forms. He said the Specific Plan was good for property owners and developers but guidelines could become too strict.

Chair Combs asked about the redwood tree. Associate Planner Meador said the redwood tree at the corner of El Camino Real and the subject property would be removed with the arborist's report indicating that it was near or within the footprint of the proposed underground garage.

Commissioner Strehl confirmed with the applicant that the residential units would be rental, the subdivision would create three parcels with one parcel associated each with the office building, the residential building, and the underground garage, and that the office and residential uses would share the underground parking.

Commissioner Riggs asked the applicant to speak to the context of San Antonio Road partnering with the proposed project. Mr. Hunter said the north side of San Antonio Road was predominately stacked flats similar to the project proposal as well as to the nearby project they had completed along Encinal Avenue. He said to the east was townhouse product. He said as their project moved toward those townhomes their units were less affordable. Commissioner Riggs asked if their proposal matched the architectural character of the townhomes across the street. Mr. Hunter said the townhome product across the street was over 50 years old and built at different times with different owners. He said there was a range of architecture and the property owners they met with living across the street were very enthusiastic with what their project would do.

Commissioner Kahle said the project was approvable and attractive. He said he also wondered about the H-shape design of recent projects in the Plan area recently seen by the Planning Commission as noted by Commissioner Riggs. He thanked staff for details such as the location of the transformer station and backflow prevention devices. He said staff had a question about whether the Planning Commission wanted to underground the transformer. He said he did not see the need for that as the transformer was screened. He said however the metal accent fence could have its pickets located closer to one another. He said he was a big fan of the original terra cotta and while he understood the concern about its orange-ness, he thought it would fit better with the street as he thought the grayer color would mute out and make a very handsome building boring looking. He said he was not a big fan of the future parking notation. He said for another project the applicant wanted the flexibility to add another foot to the building which the Commission denied. He said he did not think they wanted to make it a policy of approving projects with flexibility. He said

what they were requesting here made sense. He said the mechanical screening height worked on this project as it was set far back from the building edges but on another project the extra 10 feet in height might be overwhelming. He said the residential component was attractive if a little boxy looking. He said the materials were great but suggested that just one too many were being used. He said if anything could be changed he would recommend getting rid of the wood material noting there were several tones of it. He suggested losing the one that was supposed to look like wood. He said there was vertical siding material was really dark, which he felt was overwhelming.

Commissioner Onken noted the neighboring office building's terracotta and thought that the original color for this project would work and would be calmed by the neighboring project's color. He said gray commercial buildings or muted colored office buildings seemed to lack vitality.

Chair Combs said he appreciated why the bonus level density had not been sought. He suggested being mindful that even the base level of the Specific Plan was up-zoned from what it had been and to keep that in mind as they saw projects within the Specific Plan area. He said the project was finely designed and conceived. He said he would have preferred the project to have come first as a study session. He said his concern with this agenda was that it tasked the public and Commission with a lot of information to review for this project and other agenda items in a short period of time.

Commissioner Barnes said he liked the architectural style, the materials selection, and how the office building was stepped down toward the residential building. He recalled that the Commission had seen four successive projects in the Specific Plan area that had chosen not to pursue bonus level density. He said he would like to have that looked at during the Specific Plan review and whether that was a function of uncertainty or whether so much was given at the base level there was no incentive to go for bonus level.

Commissioner Riggs said overall it was an attractive project and supportable. He said he had some suggestions as they moved forward with their design: 1) make the stairs going to the garage as attractive as possible, which was predominately done through color choices and floor finish; 2) consider using variegated integral stucco; and 3) confirm terracotta tile has the variation shown in the rendering. He agreed with Commissioners Kahle and Onken that the classic terracotta color was more attractive and the City did not need another sand colored building. He moved to approve the project with confirmation that the terracotta would be as close to the classic color with the variation as rendered.

Commissioner Strehl said she would second the motion. She said a TDM program should be part of the final approval of the project. Associate Planner Meador said that was a condition of approval and noted the Mitigation and Monitoring Reporting Program (MMRP) document indicating the TDM was required. She said the condition of approval referenced the MMRP.

Commissioner Barnes asked if the TDM would be prescriptive as stipulated in the conditions of approval. Associate Planner Meador said that the TDM to be implemented had different credits that would reduce their total trip demand and Transportation Division staff would review that to determine if enough credits were being provided to reduce daily trips. She said that was addressed on page M14 of the staff report. Commissioner Barnes said under the Specific Plan review he suggested looking at the TSP / TDM measure to be uniform across the City.

ACTION: Motion and second (Riggs/Strehl) to approve the architectural control and BMR agreement as recommended in the staff report with confirmation that the proposed terracotta would

be as close to the classic color with the variation as rendered; passes 6-0 with Commissioner Goodhue absent.

1. Make findings with regard to the California Environmental Quality Act (CEQA) that the proposal is within the scope of the project covered by the El Camino Real/Downtown Specific Plan Program EIR, which was certified on June 5, 2012. Specifically, make findings that:
 - a. A checklist has been prepared detailing that no new effects could occur and no new mitigation measures would be required (Attachment L).
 - b. Relevant mitigation measures have been incorporated into the project through the Mitigation Monitoring and Reporting Program (Attachment M), which is approved as part of this finding.
 - c. Upon completion of project improvements, the Specific Plan Maximum Allowable Development will be adjusted by 27 residential units and 17,223 square feet of non-residential uses, accounting for the project's net share of the Plan's overall projected development and associated impacts.
2. Adopt the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:
 - a. The general appearance of the structure is in keeping with the character of the neighborhood.
 - b. The development will not be detrimental to the harmonious and orderly growth of the City.
 - c. The development will not impair the desirability of investment or occupation in the neighborhood.
 - d. The development provides adequate parking as required in all applicable City Ordinances and has made adequate provisions for access to such parking.
 - e. The development is consistent with the El Camino Real/Downtown Specific Plan, as verified in detail in the Standards and Guidelines Compliance Worksheet (Attachment F).
3. Approve the Below Market Rate Housing Agreement (Attachment J) in accordance with the City's Below Market Rate Housing Program, subject to final review and approval by the City Attorney.
4. Approve the architectural control and BMR agreement subject to the following **standard** conditions:
 - a. Development of the project shall be substantially in conformance with the plans prepared by KSH Architects and KTG Architecture, consisting of 91 plan sheets, dated received on January 22, 2018, approved by the Planning Commission on February 26, 2018, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

- b. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
- c. Prior to building permit issuance, the applicant shall comply with all West Bay Sanitary District, Menlo Park Fire Protection District, California Water Company and utility companies' regulations that are directly applicable to the project.
- d. Prior to building permit issuance, the Applicant shall submit a finalized version of the Stormwater Control Plan, which shall provide stormwater treatment for the entire project site pursuant to the latest regulations specified in the San Mateo County C.3 Technical Guidance Manual. The Stormwater Control Plan shall include a written report identify existing and proposed project conditions, and all applicable source controls, and mitigation measures (i.e. bioretention areas, flow through planters, etc.) implemented to meet NPDES compliance.
- e. Prior to building permit issuance, the applicant shall submit a plan for: 1) construction safety fences around the periphery of the construction area, 2) dust control, 3) air pollution control, 4) erosion and sedimentation control, and 5) tree protection fencing. The plans shall be subject to review and approval by the Building, Engineering, and Planning Divisions prior to issuance of a building permit. The fences and erosion and sedimentation control measures shall be installed according to the approved plan prior to commencing construction.
- f. Prior to building permit issuance, the Applicant shall submit plans for construction parking management, construction staging, material storage, and Traffic Control Plans to be reviewed and approved by the City. The Applicant shall secure adequate parking for any and all construction trades, until the parking podium is available to facilitate such parking demands. The plans must delineate construction phasing and anticipated method of traffic handling for each phase. The existing parking spaces at all adjoining properties and businesses must be maintained to pre-project conditions during the course of construction. The Applicant shall provide an equivalent number of temporary parking spaces to ensure that overflow parking does not hinder surrounding businesses and establishments.
- g. Prior to building permit issuance, the Applicant shall submit a draft "Stormwater Treatment Measures Operations and Maintenance (O&M) Agreement" with the City subject to review and approval by the Engineering Division. The property owner will be responsible for the operation and maintenance of stormwater treatment measures for the project. The agreement shall be recorded and documentation shall be provided to the City prior to final occupancy.
- h. Prior to building permit issuance, the applicant shall submit a Grading and Drainage Plan for review and approval by the Engineering Division. Post-construction runoff into the storm drain shall not exceed pre-construction runoff levels. A Hydrology Report will be required to the satisfaction of the Engineering Division. Slopes for the first 10 feet perpendicular to the structure must be 5% minimum for pervious surfaces and 2% minimum for impervious surfaces, including roadways and parking areas, as required by CBC §1804.3. Discharges from the garage ramp and underground parking areas are not allowed into the storm drain system. Discharge must be treated with an oil/water separator and must connect to the sanitary sewer system. This will require a permit from

West Bay Sanitary District.

- i. Prior to building permit issuance, the Applicant shall submit all necessary improvement plans and documents required by Caltrans for work associated with projects under Caltrans' jurisdiction. The plans shall be subject to review and approval of the Public Works Department prior to submittal to Caltrans.
- j. Prior to building permit issuance, the Applicant shall submit complete off-site civil engineering plans detailing the full scope of frontage improvements, along the property frontage at El Camino Real and San Antonio Road, to the satisfaction of the City's Public Works Department. The defined scope shall include, but is not limited to, new sidewalk, curb, gutter, street lighting, street trees, landscaping, pavement restoration, and utility upgrades (water, storm, sewer connections) to facilitate the project. Furthermore, the plans shall include upgrading the existing 15" off-site storm connection along San Antonio Road to 24" pursuant to the City's Storm Drainage Study (dated May 6, 2003).

All frontage improvements must be designed and installed in accordance with the latest Menlo Park El Camino Real/Downtown Specific Plan, City Standard Details, and to the satisfaction of the Public Works Department. The Applicant shall obtain an Encroachment Permit, from the appropriate reviewing jurisdiction, prior to commencing any work within the public right of way or easement.

- k. Prior to building permit issuance, the Applicant shall submit joint trench drawings showing all applicable on-site lateral connections to overhead electric, fiber optic, and communication lines as undergrounded. The joint trench drawings shall be subject to review and approval of the Engineering Division.
- l. During the design phase of the construction drawings, all potential utility conflicts shall be potholed with actual depths and recorded on the improvement plans, submitted for Engineering Division review and approval.
- m. Prior to building permit issuance, the Applicant shall submit all applicable engineering plans for Engineering Division review and approval. The plans shall include, but is not limited to:
 - i. Existing Topography (NAVD 88')
 - ii. Demolition Plan
 - iii. Site Plan (including easement dedications)
 - iv. Construction Parking Plan
 - v. Grading and Drainage Plan
 - vi. Stormwater Control Plan
 - vii. Utility Plan
 - viii. Erosion Control Plan
 - ix. Planting and Irrigation Plan
 - x. Off-site Improvement Plan (including Tie-Backs design)
 - xi. Construction Details
 - xii. Joint Trench Plan (if applicable)

The Applicant shall agree to furnish any additional engineering services or plans as required by the Engineering Division not mentioned herein. Additional information is provided in the comments below.

- n. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval of 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.
- o. If construction is not complete by the start of the wet season (October 1 through April 30), the applicant shall implement a winterization program to minimize the potential for erosion and sedimentation. As appropriate to the site and status of construction, winterization requirements shall include inspecting/maintaining/cleaning all soil erosion and sedimentation controls prior to, during, and immediately after each storm event; stabilizing disturbed soils through temporary or permanent seeding, mulching, matting, tarping or other physical means; rocking unpaved vehicle access to limit dispersion of much onto public right-of-way; and covering/tarping stored construction materials, fuels, and other chemicals. Plans to include proposed measures to prevent erosion and polluted runoff from all site conditions shall be submitted for review and approval of the Engineering Division prior to beginning construction.
- p. The Applicant shall retain a civil engineer to prepare "as-built" or "record" drawings of public improvements, and the drawings shall be submitted in AutoCAD and Adobe PDF formats to the Engineering Division, prior to Final Occupancy of the last building.
- q. Street trees and heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the recommendations of the arborist report prepared by Arborwell, dated October 13, 2017. Applicant shall submit a tree preservation plan, detailing the location of and methods for all tree protection measures as part of a complete building permit application and is subject to review and approval by the City prior to building permit issuance.
- r. Prior to building permit issuance, the applicant shall pay all Public Works fees. Refer to City of Menlo Park Master Fee Schedule.
- s. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a lighting plan, providing the location, architectural details and specifications for all exterior lighting subject to review and approval by the Planning Division.
- t. Simultaneous with the submittal of a complete building permit application, a design-level geotechnical investigation report shall be submitted to the Building Division for review and confirmation that the proposed development fully complies with the California Building Code. The report shall determine the project site's surface geotechnical conditions and address potential seismic hazards. The report shall identify building techniques appropriate to minimize seismic damage.

- u. Prior to building permit issuance, the Applicant shall submit a Geotechnical Report detailing on- and off-site soils conditions in preparation for the proposed tie-backs, subject to review and approval of the Building and Engineering Divisions.
- v. Prior to building permit issuance, the Applicant shall design and submit all required engineering plans demonstrating that the proposed shoring tie-back / soil nails system does not adversely affect any existing or future utilities and/or any other City infrastructure, to the satisfaction of the Engineering Division. I-beams and appurtenances associated with the shoring plan, other than tie-back cables/soil nails, cannot be placed in the right-of-way (ROW).
- w. Prior to issuance of the building permit, the Applicant shall install reference elevation/benchmarks to monitor ground movement in the vicinity of the shoring system at the current centerline of San Antonio Street adjacent to the property before, during and after excavations. The benchmarks shall be surveyed by a licensed surveyor and tied to an existing city monument or benchmark. The benchmarks shall be monitored for horizontal and vertical displacement of San Antonio Road improvements. All Tie-Back systems shall comply with the City's Tie-Back Guidelines.
- x. Prior to final occupancy, the Applicant shall complete, notarize, and submit a Tie-Back Agreement with the City and pay the associated fees for the tie-backs encroaching and remaining into the right of way at San Antonio Road. This Agreement shall be subject to Engineering Division and City Attorney review and approval and must be recorded with the County of San Mateo.
- y. A complete building permit application will be required for any remediation work that requires a building permit. No remediation work that requires approval of a building permit shall be initiated until the applicant has received building permit approvals for that work. All building permit applications are subject to the review and approval of the Building Division.
- z. Prior to building permit issuance, all public right-of-way improvements, including frontage improvements and the dedication of easements and public right-of-way, shall be completed to the satisfaction of the Engineering Division and recorded with the County of San Mateo prior to building permit final inspection.
- aa. Simultaneous with the submittal of a complete building permit, the Applicant shall file a Notice of Intent (NOI) with the State Water Resources Control Board under the Construction Activities Storm Water General Permit (General Permit). The NOI indicates the Applicant's intent to comply with the San Mateo Countywide Stormwater Pollution Prevention Program, including a Storm Pollution Prevention Plan (SWPPP). The Applicant shall hire a state licensed Qualified Stormwater Developer (QSD) to prepare the NOI and SWPPP for the proposed grading and submit a finalized version of the documents to the Engineering Division.
- bb. Prior to final inspection, the Applicant shall submit a landscape audit report to the Public Works Department.
- cc. All Agreements shall run with the land and shall be recorded with the San Mateo County Recorder's Office prior to final occupancy.

5. Approve the architectural control and BMR agreement subject to the following ***project-specific*** conditions:
 - a. The applicant shall address all Mitigation Monitoring and Reporting Program (MMRP) requirements as specified in the MMRP (Attachment M). Failure to meet these requirements may result in delays to the building permit issuance, stop work orders during construction, and/or fines.
 - b. Simultaneous with the submittal of a complete building permit application, the applicant shall submit an updated LEED Checklist, subject to review and approval of the Planning Division. The Checklist shall be prepared by a LEED Accredited Professional (LEED AP). The LEED AP should submit a cover letter stating their qualifications, and confirm that they have prepared the Checklist and that the information presented is accurate. Confirmation that the project conceptually achieves LEED Silver certification shall be required before issuance of the building permit. Prior to final inspection of the building permit or as early as the project can be certified by the United States Green Building Council, the project shall submit verification that the development has achieved final LEED Silver certification.
 - c. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a full shoring plan subject to review and approval of the Planning and Building Divisions.
 - d. Prior to issuance of each building permit, the applicant shall pay the applicable Building Construction Street Impact Fee in effect at the time of payment to the satisfaction of the Public Works Director. The current fee is calculated by multiplying the valuation of the construction by 0.0058.
 - e. Any nonstandard improvements within public right-of-way shall be maintained in perpetuity by the owner. Owner shall execute an Agreement to maintain non-standard sidewalks and planting strips if any. Agreement shall be subject to review and approval of the Engineering Division and City Attorney and shall be recorded prior to final occupancy of the last building.
 - f. Prior to issuance of building permit, the applicant shall submit the El Camino Real/Downtown Specific Plan Preparation Fee, which is established at \$1.13/square foot for all net new development. For the subject proposal, the fee is estimated at \$58,980.35 (\$1.13 x 52,195 net new square feet).
 - g. Simultaneous with the submittal of a complete building permit application, the applicant shall submit information on the spandrel windows type and color subject to review and approval of the Planning Division.
 - h. Simultaneous with the submittal of a complete building permit application, the applicant shall provide additional information on the terra cotta and metal sunshades to clarify their visual, dimensional, and performance characteristics subject to review and approval of the Planning Division.

- i. Prior to issuance of building permit, the applicant shall submit all relevant transportation impact fees (TIF), subject to review and approval of the Transportation Division. Such fees include:
 - i. The TIF is estimated to be \$136,573.2. The fee was calculated as follows: (\$4.80/s.f. x 17,223 s.f. office) + (\$1,996.40/unit x 27 multi-family units). Please note this fee is updated annually on July 1st based on the Engineering News Record Bay Area Construction Cost Index. Fees are due before a building permit is issued.
 - j. *Simultaneous with the submittal of a complete building permit application, the applicant shall demonstrate that the terra-cotta material on the office building is a color similar to the color indicated on the approved plan sets and that there will be variation in the color, subject to the review and approval by the Planning Division.***

- G2. Housing Element Annual Report/City of Menlo Park:
Opportunity to consider and provide comments and/or a recommendation to the City Council on the 2017 Annual Report on the status and implementation of the City's Housing Element (2015-2023). ([Staff Report #18-019-PC](#))

Staff Comment: Principal Planner Chow said the Housing Element Annual Report was due to the state Housing and Community Development Department by April 1 each year for the preceding calendar year. She said the report documents the City's progress in meeting its Regional Housing Needs Allocation (RHNA) numbers and looked at housing production, which was determined by building permit issuance, and also at how the City was meeting its housing program needs as identified in the Housing Element. She said although the number of secondary dwelling units was not a large number it was nearly double what had occurred in past years, which staff attributed to changes in the requirements either initiated by the City or by state law. She said the Council committed up to \$6.7 million dollars of BMR funds to Mid-Pen for redevelopment of their affordable housing project at 1300 Willow Road. She said approved housing projects from 2016 to 2017 without building permit issuance as of yet were anticipated to add 425 new residential units.

Questions of Staff: Commissioner Onken said Table B was basically a score of where the City was in meeting its RHNA numbers, and whether the intention in the reporting was for the City to fulfill the total count. Principal Planner Chow said this was a progress monitoring report. She said there had been legislative changes that would change the reporting format for 2018.

Replying to Commissioner Barnes, Principal Planner Chow said purchase BMR units tended to be in the moderate income level. She said rental BMR units tended to be in the lower income level. She said if a project within the ConnectMenlo area proposed to do a bonus level project currently, it would need to meet the City's BMR requirement and above that the affordable housing amenity that was added specifically for the RMU district. She said the income categories as shown on page 8 would be broken down by very low, low and moderate income. Commissioner Barnes said potentially those requirements could be discussed for inclusion in the Specific Plan area. He asked about the Home for All Action Plan. Principal Planner Chow said that was an outcome of the Housing / Jobs Task Force with representatives from 20 jurisdictions plus the county. She said the website provided a toolbox for different housing strategies. Commissioner Barnes asked what the City's housing preservation measures were. Principal Planner Chow said as an example if a property owner had an existing residential development but it was zoned commercial that the

zoning might be changed to reflect existing use to preserve residential use. She said currently the City did not have any such at-risk residential units. She said the previous year the City had an at-risk unit and the City purchased it because if there was no qualified buyer within a certain amount of time the property would have come off the BMR list. She said the City then found a qualified buyer.

Commissioner Kahle noted the 425 units in the pipeline that were mentioned. He asked if that implied a large jump in units for the next year reporting. Principal Planner Chow said that was correct, noting the projects at 500 and 1300 El Camino Real. She said those were the two largest projects approved last year, but until entitled by Building, those projects did not count toward the City's housing production.

Commissioner Riggs said that one of the obstacles observed eight to ten years prior for secondary dwelling units (SDU) was the cost. He said that at some point the state limited what costs a city could impose. He asked if staff had an estimate of what the City's fees were on the average for a SDU application. Principal Planner Chow said she did not have that number with her tonight. Commissioner Riggs said the fees tended to discourage the development of SDUs for people who bought their homes at a certain economic level.

Chair Combs opened the public comment period.

Public Comment:

- Pamela Jones, Belle Haven, said the report indicated that the Mid-Pen affordable housing project at 1300 Willow Road had been updated to 141 affordable residential units. She said later in the report it was indicated that was approved, which she questioned as the community was adamantly opposed to that much density in their community. She said she recalled Mid-Pen went back and made adjustments, which were presented to the City Council. She said she did not recall when that occurred. She said if she was correct she hoped the report would be corrected before it went to the City Council. She said she hoped the City addressed fees as those made it almost impossible to do even small projects.

Chair Combs closed the public comment period.

Commission Comment: Commissioner Strehl asked what the number of residential units were expected with the Mid-Pen project. Principal Planner Chow said she believed it was 141 units noting a formal application had not yet been made. She said the 1300 Willow Road site was identified as an opportunity site in the Housing Element, zoned R-4-S with an affordable housing overlay, and was a by-right site. She said the Planning Commission would see the project as a study session for conformance with the R-4-S zoning standards, for which notification would be made for a 300-foot radius of the project site, and then the project would go to the Community Development Director for review and approval.

Commissioner Barnes asked about the anti-residential displacement policy elements coming from the Housing Commission and how that would be refined and show up as product. Principal Planner Chow said study sessions with the City Council and Housing Commission had prioritized those as part of the Housing Commission's two-year work plan.

ACTION: Motion and second (Barnes/Kahle) to recommend the City Council accept the 2017

Housing Element Annual Report; passes 6-0 with Commissioner Goodhue absent.

Chair Combs said he needed to recuse himself and noted that Commissioner Kahle would chair the rest of the meeting.

H. Study Session

- H1. Conditional Development Permit, Development Agreement, Zoning Map Amendment, General Plan Amendment, Lot Reconfiguration, Heritage Tree Removal Permits, Below Market Rate Housing Agreement, and Environmental Review/Peninsula Innovation Partners, LLC/1350-1390 Willow Road, 925-1098 Hamilton Avenue, and 1005-1275 Hamilton Court:
Request for a study session for a proposal to comprehensively redevelop an approximately 59-acre former industrial, research and development (R&D), and warehousing campus with 1,500 housing units, approximately 126,000 square feet of retail uses, approximately 1,750,000 square feet of offices, a limited service hotel of approximately 200 rooms, a cultural/visitor center, and approximately 18 acres of open space. The proposal includes a request for an increase in height, floor area ratio (FAR), and density under the bonus level development allowance in exchange for community amenities, as outlined in the ConnectMenlo General Plan and Zoning Ordinance update. The existing site contains multiple buildings of approximately 1,000,000 square feet that would be demolished to allow for the redevelopment of the site. The project site encompasses multiple parcels zoned O-B (Office) and R-MU-B (Residential Mixed Use). ([Staff Report #18-020-PC](#))

Staff Comment: Senior Planner Kyle Perata said the Planning Commission received three pieces of correspondence after publication of the staff report. He said those were previously provided to Commissioners and copies for the public were available on the table in the back of the room. He said those three letters generally relayed concerns with increased traffic in the area of the project, housing demand and the number of residential units proposed versus the maximum potential for the site, and timing of transportation improvements in the area. He said one letter noted an error he had made in writing the staff report. He referred the Commission to page 4, Table 1 under Bonus Level Development in the R-M-U zoning district. He said the intensity for FAR should be 25% maximum for nonresidential and not 15% as stated in the report.

Staff Presentation: Senior Planner Perata provided an overview of the project. He said the existing site was about 59 acres, with 20 buildings and over 1,000,000 square feet of existing gross floor area that was generally industrial, research and development and office uses. He said the site was along Willow Road at the intersection of Hamilton Avenue. He said the zoning was residential mixed use bonus available R-MU-B and office bonus available O-B. He said those two zoning districts were applied to the site as part of the ConnectMenlo General Plan Update and Zoning Ordinance Update. He said the project proposal was submitted to the City in July 2017 and the applicant and City had met a number of times to further understand the project and zoning ordinance applicability and new General Plan as it applied to the overall project. He said environmental review was initiated this year and they were in the first phase of that review. He said the main project components were 1,500 housing units, 126,500 square feet of retail uses that included a grocery store, a pharmacy and other food and beverage services, a 200 room limited service hotel, a cultural and visitor center, and 1.75 million square feet of office uses. He said the office was a net increase of 750,000 square feet excluding the retail and hotel uses. He said the project would have 18 acres of open space with eight acres publicly accessible through parks, plazas, pathways, and paseos.

Senior Planner Perata said the proposal sought to use the Master Plan Development that was permitted under the zoning ordinance update. He said this allowed for multiple parcels with common ownership and/or same or multiple zoning with common ownership and contiguous project area with certain size limitations to be able to enter into a Master Plan Development project utilizing the conditional development permit (CDP) to basically allocate the development potential across all parcels in the area. He said that was provided the project did not exceed the maximum development potential that would be allowed if either project R-MU or O were developed separately. He said the proposal also sought bonus level development that would allow for an increase in height, FAR, and density in exchange for community amenities. He said the first amenity that needed to be provided for R-MU projects was an affordable housing requirement of 15%. He said the key entitlements being requested were a CDP and development agreement (DA). He said a zoning map plan amendment specifically focused on the alternate locations of the public rights of way through the site and paseo changes from the ConnectMenlo zoning map. He said a lot reconfiguration was needed for project phasing. He said a BMR housing agreement, Heritage Tree Removal permit, and environmental and fiscal reviews were needed.

Senior Planner Perata said the project would have four phases basically with occupancies between Buildings 20 and 21 and Buildings 20 and 25. He said the first three phases were the office and residential. He said the idea was in the first phase all office buildings would be constructed but not for occupation. He said a third of the office uses and a third of the residential uses were intended to come online at the same time.

Applicant Presentation: John Tenanes, Vice President of Facilities at Facebook, outlined the efforts Facebook had made to partner with the City and community. He described the projects done to date including community amenities and improvements. He said with their acquisition of the Prologis site in 2015 their mission was to complete what they started and what they had committed to. He said the proposed project showed Facebook's commitment to building community while responsibly balancing Facebook's future growth. He said they had worked hard to reflect the ConnectMenlo vision of live, work and play environments with Facebook's needs. He said the proposed project was a thoughtful mixed use village including retail, housing, office and community spaces. He said they would continue to make significant investments in transportation systems locally and regionally. He introduced Shohei Shigematsu, OMA, and said they hired this firm based on their experience with urban planning and developing innovative mixed-use master plans around the world. He said over the past six months they had met with neighbors and stakeholders to introduce the proposed plan and get feedback. He said in March they would host three open houses around the community for input on design of the public and recreation spaces, a commercially viable retail center, and an inviting place to live, work, and play.

Shohei Shigematsu, OMA, said OMA was a global architectural firm with about 300 architects worldwide. He said his New York office with 90 employees was in charge of this project. He said they might be better known for cultural projects or institutional projects such as the Seattle Public Library and a National Museum in Quebec. He said their core activities were based on public space and urban planning. He said they do a lot of mixed-use projects and other relevant projects that makes them qualified for the Willows Village Project.

Mr. Shigematsu said the proposed project was compliant with the General Plan Update (GPU). He said the existing site had old industrial warehouse buildings surrounded by a sea of parking. He said the site was not resilient, not community serving, not connected and not sustainable. He said

the GPU allowed for flexibility to locate different uses throughout the site while respecting the GPU framework. He said the proposed concept organization of the site would better connect to the neighborhood with housing and mixed use along the western and southern edge facing outwards with connections to the surrounding community. He said the offices were consolidated toward the northeast with efficient configuration and relatively small footprint. He said the plan was anchored by primary open public space on its community facing corners and anchors were then linked through a series of smaller pockets of public open space and paseo along the north and east.

Mr. Shigematsu said the new Master Plan for the project had to be designed to meet FEMA's special flood criteria. He said their strategy was to ensure resiliency by design, raising the finished floor elevation by five feet above the base flood elevation. He said they would have a highly efficient and sustainable water system infrastructure in place. He said massing was consistent with the height and average height limitation of the GPU. He said the intent was to keep taller buildings further away from Willow Road based on input from neighbors during the ConnectMenlo process. He said the critical question for the road network was how to lay out streets and ensure a successful grocery and retail services, allow safe and convenient access for neighbors, prevent cut through streets through the surrounding area, and accommodate future changes for mobility such as the potential reactivation of the Dumbarton Rail, provide permeability and provide a shuttle for Facebook's TDM program. He said they worked with CMG of San Francisco to develop a coherent open space program. He said as mentioned their intent was to work closely with neighbors through a community advisory process to develop a project that felt like a new neighborhood center.

Commissioner Onken asked about the EIR process noting the EIR done for ConnectMenlo. Senior Planner Perata said a program EIR was done for ConnectMenlo. He said the scale of this project required it have its own EIR prepared.

Commissioner Strehl asked about the timeline for the EIR and expectation when the project would come forward. Senior Planner Perata said that it was too early in the process and a timeline would be forthcoming later.

Vice Chair Kahle opened public comment.

Public Comment:

- Sheryl Bims, Belle Haven, said she continued to be impressed with the architecture of the Facebook buildings and amenities, and how they treated their employees. She said millions of square footage of office had been or would be built out. She said her community however still seemed to lack basic things. She said collectively they needed to hold the process more accountable and questioned why the City did not have a basic plan to underground utilities in some of their major streets in 2018. She said her community needed basic streetscape improvements such as undergrounding utilities, sidewalks, landscaping in the form of trees and other foliage, clearly demarcated bicycle paths, crosswalks, street lights and other normal measures that created safe and beautiful streets. She said the City also needed to look at where the school districts lie noting that Belle Haven was ready to separate from the Ravenswood School District and either become its own school district or join with one of the districts in Menlo Park. She said these type of things needed to be considered when looking at community amenities. She said lastly they needed a dedicated community amenities fund with money in it that could not be co-opted, diverted, redirected or lost over time.

- Adina Levin, Menlo Park resident, Complete Streets Commission member, said she was speaking as an individual. She said she was pleased to see this project that would fulfill many of the goals of the ConnectMenlo process in creating a live, work and play environment. She said she liked that the grocery, pharmacy, and the retail were part of the first phase providing services the community has needed for many years. She said she liked that the housing phasing would be accompanied with jobs. She said it looked like there would be 7,000 jobs and 1,500 residential units provided, would still create pressure on the jobs / housing imbalance. She said the affordable housing was listed for at least 15% and asked about strategies for funding from Facebook and other sources to have a greater share. She asked as the amenities were across the street from the current Belle Haven residents about the walking environment so people could get to and from the amenities walking or biking. She asked what provisions there would be for shared parking between different uses at different times of day and unbundled parking to help people have only as much parking as they needed.
- Karen Grove, Housing Commission, said she was speaking as an individual. She thanked the applicant for the phasing strategy. She said Facebook was doing much for the community but the job and housing imbalance continued and that needed to be addressed. She said Belle Haven had the highest density in the City and suggested locating density in other areas.
- Pamela Jones, Belle Haven, said the comments of the three previous speakers were also her sentiments. She said she appreciated all of Facebook's work to be a good neighbor but that more community outreach was needed to find out what the people needed. She said she would like to see the grocery store on her side of the street. She said she looked at the new development as their future cities. She said she wanted all the people who owned their homes in Belle Haven to have fully sustainable homes. She said Facebook had the opportunity to help that type of thing happen including undergrounding utilities and other things. She said they could not handle any more traffic in their area. She said it might be helpful if the project had a southern access route that connected to Bayfront that would help take some of the traffic off Willow Road.
- Jen Wolosin, Menlo Park, indicated her agreement with much of what had been said by speakers. She said she hoped the Commission and City in reviewing the project looked out for the City's best interests and especially the interests of the Belle Haven neighborhood. She noted particularly the housing and jobs imbalance. She asked if the residential units were intended for Facebook employees. She asked if the retail center was specifically being designed for the Belle Haven residents as a community amenity or were the intended users Facebook employees, or west side residents or those traveling through the City. She said depending on the answers to those questions that there might be implications related to traffic, transportation and mobility issues. She said the project should also have a study session with the Complete Streets Commission so they could weigh in on all kinds of transportation issues.
- John Kadvany, Menlo Park, said the project when built would be a village-like place but he would like a better name for the community. He said the phasing was ingenious and well thought out. He said he noticed the transportation and cultural center at the northwest corner was scheduled for Phase 4 which made sense. He asked if it might be possible to use that space throughout the project as a kind of ongoing popup or meeting space that connected to Facebook to the north and west.

- George Yang, Belle Haven, said he wanted to echo what Ms. Bims said earlier about available educational facilities. He said there would be young families in the project area and in Belle Haven, who would need affordable daycare and to have educational choices in this area. He said as an engineer he hoped they would look toward more innovative solutions such as autonomous vehicles as a way to reduce traffic. He said he would really like to see the VTA extended from Mountain View on the east side of Highway 101 to connect to the Dumbarton Rail project. He said much of the traffic going through Menlo Park was headed to Fremont or Palo Alto, and suggested having this project look at creating a south bay loop outside of Menlo Park.
- Rose Bickerstaff, Belle Haven, said Facebook had been a great neighbor since the day they made their first proposal presentation. She said there were many things Belle Haven needed but Facebook could not fix it all. She said she loved the proposed project noting Belle Haven was a little postage stamp neighborhood that had been neglected for a long time. She said regarding the connection between the development and the community that there would be a grade separation or something as Facebook always made sure that the neighborhood was considered. She said other tech companies needed to contribute to solutions as they were adding to impacts in the area.
- Harry Bims said he expected the retail planned for this site would become a center not only for Belle Haven but for pass through traffic along Willow Road, and that was likely to become a significant source of revenue for the City. He said for years this area had produced significant revenue for the City but had not seen that revenue make its way back toward the neighborhood. He said over recent years the disparity between income and spending had only grown, and he expected it would explode with this project. He said as part of the development agreement he would like it to have a plan to direct a portion of revenue produced to fund significant capital projects in the area such as undergrounding utilities. He said there was an Indian burial site on the northern side of this project along the railroad tracks. He said that progress toward an agreement with the tribe in this area was being made and he would like the EIR to demonstrate that agreement had been reached satisfactory to all parties.

Vice Chair Kahle closed the public comment period.

Commission Questions / Comments: Commissioner Strehl said Facebook currently occupied 1,000,000 square feet of office space on the Prologis site, and asked how many employees that equated to and how many employees would be expected in the future 1.75 million square feet of office space. Mr. Tenanes said for the future office square footage that 9,500 seats were expected. Commissioner Strehl asked how many employees were there for all of the campuses including this future site. Mr. Tenanes said they were about 25,000 employees worldwide and 60% of that work force was in Menlo Park, or 15,000 employees plus the expected 9,500 employees for this project. Commissioner Strehl said that meant Facebook would have about 25,000 employees in the area east of Highway 101. Mr. Tenanes consulted with one of his team members and said Facebook would have about 35,000 employees in Menlo Park east of Highway 101 in the future.

Commissioner Strehl said her biggest concern was the jobs/housing imbalance. She said her other concern was solving transportation. She said when the GPU came before the Commission two members did not vote on it because there was no transportation master plan to address how they would move all of the people within the area. Senior Planner Perata said the traffic impact analysis in the EIR would look at the impact specific to this project as well as the cumulative impact of the

development plan, pending ConnectMenlo development potential and the proposed circulation changes, and how that might change what was studied for ConnectMenlo. Commissioner Strehl asked whether the project EIR would only look at impacts on Willow Road and the immediate area or at citywide impacts. Senior Planner Perata said the EIR traffic study would look at a larger area, the extent of which had not been fully determined yet.

Louis Knight, Oakland, Advanced Development Manager with Facebook, said Facebook owned the traffic problem with their neighbors in Belle Haven, the Willows, and East Palo Alto. He said in working together they would solve the regional congestion. He said the City was working on its transit management plan and Facebook had committed to subsidizing the initial transit management association or strategy, which was being kicked off this week. He said they remained in conversations with SamTrans about how best to move the Dumbarton Corridor Transportation Study forward in a time and cost efficient manner. He said Facebook had one of the best traffic demand management programs in the region. He said about 50% of their employees were arriving in alternative modes of transportation such as regional shuttles. He said they were deliberately choosing to under-park this project site with a target of 1.7 spaces per 1,000 square feet. He said tests of autonomous vehicles were starting but not there yet. He said they were trying to create the space within this project to capture such transportation regional evolution and change advances.

Commissioner Onken asked if the future EIR said this project would create so many traffic problems beyond mitigation that would make the problem much worse whether there was a mechanism in the City's jurisdiction to deny the number of cars, parking spaces or traffic. Senior Planner Perata said that was a bigger policy question for the City Council. He said as part of any EIR process the EIR would identify impacts, potential mitigations, and if no mitigations were available or feasible the impact was potentially significant and unavoidable. He said if the Council was choosing to approve such a project they would adopt a Statement of Overriding Considerations that the Planning Commission would be involved in recommending to the Council. He said the Council would ultimately need to decide if the number of significant and unavoidable impacts outweighed or not the project benefits.

Commissioner Onken said the whole site would be lifted up to address flood level. He asked if all the buildings would be at 13-feet, six-inch floor grade. Mr. Tenanes said to a point noting surrounding existing conditions. He said they anticipated lifting all the campus buildings' finished floor elevations to 14 ASL. He said the mixed use was 15 ASL but one way of reducing importer fill was by doing a single podium of parking beneath the mixed use to satisfy unbundled parking for the residents. Commissioner Onken confirmed that roughly 2,000 parking spaces was the unbundled podium parking and the other 3,000 spaces were in the garage to the rear.

Commissioner Barnes said none of the parking would be below grade. Mr. Tenanes said to clarify that the ruling grade on the site was currently between nine or 13 ASL. He said beneath the mixed uses they hoped to take three feet off the site and reuse on site. He said that depression would become the podium for the parking. He said they were evaluating to what level that needed to go to. He said they wanted to be very sensitive about the Willow Road frontage to retain as many heritage trees there as possible and reflect some of the concerns expressed by Belle Haven neighbors regarding Willow Road and having a walkable environment.

Commissioner Barnes confirmed that the initial process would be the demolition of the entire Prologis campus buildings. He asked what Phases 2 and 3 would look like. Mr. Tenanes said it

would be a phased construction process and said it would look similar to the Phase 2 construction of the Gateway project, noting fencing.

Vice Chair Kahle said the architect indicated it would not look like a construction site. Mr. Shigematsu said he meant that when Phase 1 happened that the remaining sites would be separate from the finished area and that area would be activated enough so that the whole site would not feel like a new city within a construction site. He said the Commission was raising a good point for them to be articulate about the phased areas. Mr. Tenanes said one slide showed how the infrastructure would be laid in and demonstrated where the roads would be. He said the roads would exist at Phase 1. He said roads would be completed and empty parcels would be construction phased.

Commissioner Barnes asked about the leasing for the non-BMR units. Mr. Tenanes said they had not gotten far enough to establish a leasing procedure. He said that about 225 units would be affordable, inclusionary housing, and the balance would be a market rate mix of one, two, and three bedroom units.

Commissioner Barnes asked staff if Facebook could give preferential status for renting the non-BMR units to Facebook employees. Senior Planner Perata said certainly Facebook employees could rent the units and the question of preferential status for them was a question that could be discussed through the DA process. He said whoever was operating the rental units would determine through the rental application process the leasing of the units.

Mr. Knight said Facebook was not in the housing development business and there were fair housing laws that needed to be met. He said they were not at the point of determining if it would be Facebook corporate housing or public available housing. He said they had indicated over 18 months prior that they anticipated the housing to be widely open to the community. He said the point was creating a range of units that satisfied the local and broader demand.

Commissioner Barnes asked what type of foot traffic would be needed for the retail street to keep it vibrant commensurate with some of the images shown. Mr. Tenanes said they intended to partner with experts to have a commercially viable development that supported needs and was sustainable. Mr. Shigematsu said they thought the community should be a mixture of Facebook employees and others to create a more vibrant atmosphere. He said architecturally he saw the retail as an intimate space and that in the evening the lighting would be compatible with the climate and culture here.

Commissioner Barnes asked the architect if he had done similar corporate campus environment with surrounding residential projects that activated it. Mr. Shigematsu said they looked at other examples of how a large entity mixed with the urban fabric such as urban university types. He said that Washington Square was shared successfully by NYU and the community. He said they were confident the office campus would be integrated as the perimeters of public space were in sync with the program and residential mix. Commissioner Barnes asked about the pedestrian access coming across Willow Road and if it would be safe and comfortable for people coming from Belle Haven. Mr. Tenanes said they looked at a potential pedestrian bridge over Willow Road near Ivy Park. He confirmed that a new signal was being proposed at Hamilton near the retail.

Commissioner Barnes asked about community amenities. Mr. Knight said that was a journey they would take together with the City. Commissioner Barnes noted the stacked office structures and

asked about that design choice. Mr. Knight said the densities were needed to support the regional infrastructure investment to address the transportation woes they were all facing. He said they supported vertical work spaces and believed those supported their own TDM programs and future transit improvements. Mr. Tenanes said the proposed eight buildings' configuration was somewhat similar to the Classic Campus that was designed almost 30 years prior as a multi-tenant environment.

Commissioner Barnes said the project phasing was good and they had done well with density and intensity in terms of using the master plan process to create an overall configuration on the site that would work well for Facebook's needs and the site needs. He said he would like to hear more about the main cross site access, pedestrian and bike access from the eastern paseo. Mr. Knight said obviously there was a lot of regional traffic on Willow Road and they have a slightly indeterminate future with the Dumbarton. He said they wanted to make sure the site could adapt to future Dumbarton improvements. He said in the era of redevelopment part of this site had been identified as the future train station location. He said that was why the hotel and visitor / cultural center were in the later phase so they had some future flexibility. He said to establish the grocery in Phase 1 required a signalized intersection on Willow Road that informed where the grocery would be located and how it would be serviced. He said looking at the site once they delivered improvements to the Dumbarton corridor in a yet to be determined fashion they needed to be able to be a really good neighbor as this would be a regional resource. He said those in the Life Sciences district would need access to regional transit or the retail street and East Palo Alto residents would want to have bicycle access. He said they respected the north and east boundaries to make sure there were rapid bicycle paseos. He said regarding parking for the office they were seeking to build a very innovative, efficient parking structure connected to their water and energy center on the eastern perimeter with 3,100 spaces. He said 3,100 was about 3 spaces per 1,000 square feet which was about the maximum of the GPU for replacing all of the buildings onsite. He said they thought this was an effective way to manage parking construction traffic as it would produce a lot of jobs and traffic to support the construction over time. He said the circulation was different from the circulation shown in the General Plan but had been very carefully considered as there were a lot of multi-factor variables for it. He said they took the current cut-through traffic study they financed with the City very seriously and they wanted a plan that would work against that cut through traffic.

Vice Chair Kahle asked about the Dumbarton Plaza, the visitor center and a speaker's suggestion to consider using that as a popup center in the interim to its expected opening date in 2025. Mr. Knight said that area was where their health center was currently located, which was a valuable resource for their employees. He said they were looking for an alternative location for that and it might not be demolished during Phase I. He said this corner of the site for some significant time had carried the burden of future, indeterminate transit improvements. He said for the retail having a definitive community anchor like the proposed visitor center was important. He said the Facebook name and swag was part of the potential retail pro forma they needed to investigate further. He said they had heard from public officials and others that art was needed in the mix. He said their staff and the community very much needed the participation process anticipated to happen over the next six to eight months to help determine the program and how it would best enhance the overall aspirations of the project. Vice Chair Kahle said for a project of this size that public art would be an important aspect to add. He asked about the energy station. Mr. Knight said they looked at the required water demand and energy efficiency, and how to get to highly performative buildings. He said if they started to have interfaces between the office and mixed uses they could get much more energy and water efficient. He said working with some of their consultants it

became apparent that a central shared water and energy center would really promote much higher levels of sustainability.

Vice Chair Kahle said a grocery needed a certain amount of square footage to be successful and asked what was planned. Mr. Knight said originally they proposed the grocery at 25,000 square feet and later through discussions with the community and staff as to what was important for the grocery to offer they decided to reserve 35,000 square feet for it.

Commissioner Riggs said this was a large, dense project and the first in the ConnectMenlo area. He said ConnectMenlo was enabled by an EIR that made assumptions of total build out, FAR, and daily trip counts. He said he would like a perspective of how this project fit within the overall EIR. Senior Planner Perata said the 750,000 square foot net increase for office space and the proposed retail use was about 24% of the ConnectMenlo studied development potential. Commissioner Riggs asked what the EIR identified as daily car trips from the ConnectMenlo area. Senior Planner Perata said they would look that up but did not have the number presently. Commissioner Riggs asked if Facebook's ad sales were a source of tax revenue for the City. Senior Planner Perata said he did not know. Commissioner Riggs said he thought that would be a pretty big consideration for the DA. He said the three correspondences received after the staff report was printed expressed concerns with transportation impacts. He said one suggestion made by the writers was to do the transportation infrastructure improvements before the project could proceed. He said another writer said the benefits of the project did not support the impacts to job / housing imbalance and transportation. He asked about programmed transportation improvements. Senior Planner Perata said the City was currently working on a transportation master plan and had recently held a transportation management association kickoff meeting on how to manage traffic and pull in transit options from other areas. He said there were a number of other studies being undertaken by other agencies such as the Dumbarton Corridor Study. He said MTC was working on another which he believed was called Dumbarton Forward. Commissioner Riggs suggested that the next time the Commission discussed the project that the Commissioners are given information on what was programmed for regional transportation.

Commissioner Riggs said the site for the cultural / visitor center was almost as big as the hotel and retail combined that would wrap it. He said the program for it did not seem to be at the same scale as its square footage. He said it was also indicated for possible future use as a transit center, which he hoped would be the Dumbarton Rail Center. He said however it was not quite adjacent to the Rail. He said he would like more definition on that part of the site as transportation was such a key part of this project. He said the retail street was fantastic and he could see that being successful. He said it was not within walking distance from Belle Haven, the nearest residential neighborhood, except for residents in the Mid-Pen Housing. He said the buildings were tall but located in the right place. He said they were adding over 5,000 parking spaces. He said currently Facebook used all parking spaces and aisles leading to those. He said he thought it would be tempting with the parking structures for them to be used for supplementary parking for the Classic and West Campuses and that would increase daily trips quickly. He suggested as part of the discussion to talk about phasing the parking.

Commissioner Riggs said he admired the plan and he hoped it could move forward. He said bicycle and pedestrian access seemed workable as long as Willow Road could be crossed. He said he was not sure of what use the eastern paseo was as it ran between future Life-Science development and a lot of parking structure, and at its north terminus could not get to Bayfront Expressway. He said regarding the staff question on the appropriateness of the site density that it

was the goal and appropriate. He said he agreed with other Commissioners that the project phasing made sense.

Commissioner Onken said the proposed parking garage was the size of something at San Francisco Airport and would have 3,000 cars entering it and leaving it every day. He said with the EIR it would be important to not only look at the individual impacts at each intersection onto Willow Road but to try to determine the overall impact of the parking garage on traffic. He said the garage however was probably in the best place possible as another plan would have had it on Willow Road or to have had a number of smaller garages throughout the site. He said a horrible line of cars at the Classic Campus funneled to exit at a single access point. He said other campuses were a little more spread out. He said this particular garage had different accesses so he thought that the funneling of cars might be ameliorated. He said originally the expectation was the retail would be along Willow Road but it was a benefit that it was moved to its proposed location. He said it was important to keep the connection to the other side of Willow Road and in planning terms as welcoming as possible. He said he thought Ivy Park would be a great place for the new Belle Haven Library. He said the relationship between Facebook and the Belle Haven community had not quite hit the mark of the original vision for integration between the campus and community. He suggested that Facebook not provide employees with onsite food service so that they might leave the building and visit this marketplace. He said the proposal was moving in the right direction but needed to be tested as they went along.

Commissioner Barnes said the bicycle and pedestrian access as proposed seemed fine. He said regarding the point of having to amend the zoning ordinance and map that when the ConnectMenlo plan for paseos was being developed this Master Plan had not yet been developed. He said he did see any reason to retain the specificity associated with the original ConnectMenlo plan given that this proposal was an overlay on it. He said this proposal was coming forward after a conceptual plan was set for the area and he did not have a problem with that difference. He asked about dewatering.

Mr. Fergus O'Shea, Facebook, said they would probably not dewater as much on this site as it was being raised. He said that there was some element of dewatering for construction and that would happen through the regulatory approval process and application of discharge permits. Replying to Commissioner Barnes, Mr. O'Shea said he did not know the quantity or magnitude of water that would be and they would work with the State Water Quality Control Board. Senior Planner Perata said the City would issue discharge permits based upon clearance from the state.

Vice Chair Kahle said a 59-acre development was great for the City. He said the highlights included the retail street, the transit hub and its potential, and the parks and open spaces. He noted the potential pedestrian bridge and possibility of public art. He said he appreciated that the office use was not located near the northwest corner closer to the Classic Campus and Building 20. He said regarding street alignment and a mention in the staff report of connecting to Adams Court that he did not see a need for that and he appreciated where the street labeled cross street was located. He said he would like that street to be shifted a little more north to have a little less space dedicated to the office and a little more space dedicated to the retail and housing on the south end. He said Ivy Street at the bottom left seemed to have been envisioned as a grand boulevard at one time but it died meeting Willow Road; he suggested if possible continuing it across Willow Road. He said the suggestion made by speakers to dedicate funding to capital improvements in the Belle Haven community was a good idea as well as employment recruitment opportunities for Belle Haven residents for the new retail businesses.

Mr. Tenanes thanked the Commission and noted they were open to other names for the development.

I. Informational Items

I1. Future Planning Commission Meeting Schedule

Principal Planner Chow said the March 12 agenda would have a study session on a new proposed hotel at 1704 El Camino Real, a mixed use project for 840 Menlo Avenue, and several single-family residential development items.

- Regular Meeting: March 12, 2018

Principal Planner Chow said the meeting of March 26 would potentially have a study session for 164 Jefferson Drive and some single-family residential development items.

- Regular Meeting: March 26, 2018
- Regular Meeting: April 9, 2018

Replying to Vice Chair Kahle, Principal Planner Chow said that probably the next review of tonight's Facebook project proposal would be a scoping session for the EIR potentially in April.

Replying to Commissioner Strehl, Principal Planner Chow said staff had been in conversation with the applicant for the 706 Santa Cruz Avenue project, who might make more comprehensive design changes.

J. Adjournment

Vice Chair Kahle adjourned the meeting at 10:51 p.m.

Staff Liaison: Deanna Chow, Principal Planner

Recording Secretary: Brenda Bennett



STAFF REPORT

Planning Commission

Meeting Date: 3/12/2018
Staff Report Number: 18-021-PC

Consent Calendar: Architectural Control/Maria Carty/23 Hallmark Circle

Recommendation

Staff recommends that the Planning Commission approve architectural control to modify a lower level deck of an existing single-family residential townhouse in the R-E-S(X) (Residential Estate Suburban, Conditional Development) zoning district, at 23 Hallmark Circle. The recommended actions are contained within Attachment A.

Policy Issues

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

Background

Site location

The subject site is located at 23 Hallmark Circle, near the intersection of Oliver Court, in the Sharon Heights neighborhood. The other nearby parcels are also located within the R-E-S(X) (Residential Estate Suburban, Conditional Development) zoning district, and contain townhouses. These properties were developed through a Conditional Development Permit (CDP), approved in 1974. In this area, the townhouse development adjoins Sharon Hills Park as well as residential properties located within unincorporated West Menlo Park. A location map is included as Attachment B.

Analysis

Project description

The subject townhouse is the middle unit between two adjacent and attached townhouses, and the subject property has two main levels, designed in a split-level floor plan. At the upper level at the rear of the townhouse, there is a small balcony area above the open, lower level balcony which is notched inward in a U-shaped pattern. The applicant is proposing to fill in this inset area of 34.8 square feet of the lower level deck, expanding the usable floor space of the deck. The scope of work would be limited to the deck area to be filled in, and this area is within the subject parcel's boundaries. No other modifications are proposed to the exterior or interior of the townhouse itself. The project would remain in compliance with the building coverage limits for the overall townhouse development. As a result, the proposed project would be in conformance with the approved CDP. The project plans are included as Attachment C and the project description letter is included as Attachment D.

Design and materials

The modified rear balcony would match the existing design and wood materials of the remaining existing balconies, decks, and railings. Staff believes the project would be compatible with the existing architectural style of the development, which features a number of townhouses with similar infill additions at 21, 35, 45 and 55 Hallmark Circle. The project would have a relatively small privacy impact to the neighbors given the limited scope of work and the fact that the rear balcony faces out towards Sharon Hills Park.

Correspondence

A letter from the Sharon Hills Community Association (SHCA) relaying initial approval of the project is included as Attachment E. The letter relays that an associated proposal to change the railing to a stainless steel material was not approved, and as a result the proposal now shows the railing to match the adjacent redwood-style railings. Staff has not received any other correspondence thus far.

For the Planning Commission's reference, the SHCA has separately requested that the Planning Division's CDP implementation procedures and/or the CDP itself be modified to enable projects of this type to be reviewed and approved without Planning Commission review, as long as the SHCA Architectural Control Committee and Board of Directors has approved the application. Staff may bring this topic to a future Planning Commission meeting for input.

Conclusion

Staff believes that the project would have minimal impacts to the neighbors given the limited scope of work. Additionally, the project would be compatible with the existing architectural style of the development, and has been approved by the applicable homeowners association. 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. Project Plans
- D. Project Description Letter
- E. Sharon Hills Community Association Approval

Disclaimer

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

Exhibits to Be Provided at Meeting

None

Report prepared by:

Michele T. Morris, Assistant Planner

Report reviewed by:

Thomas Rogers, Principal Planner

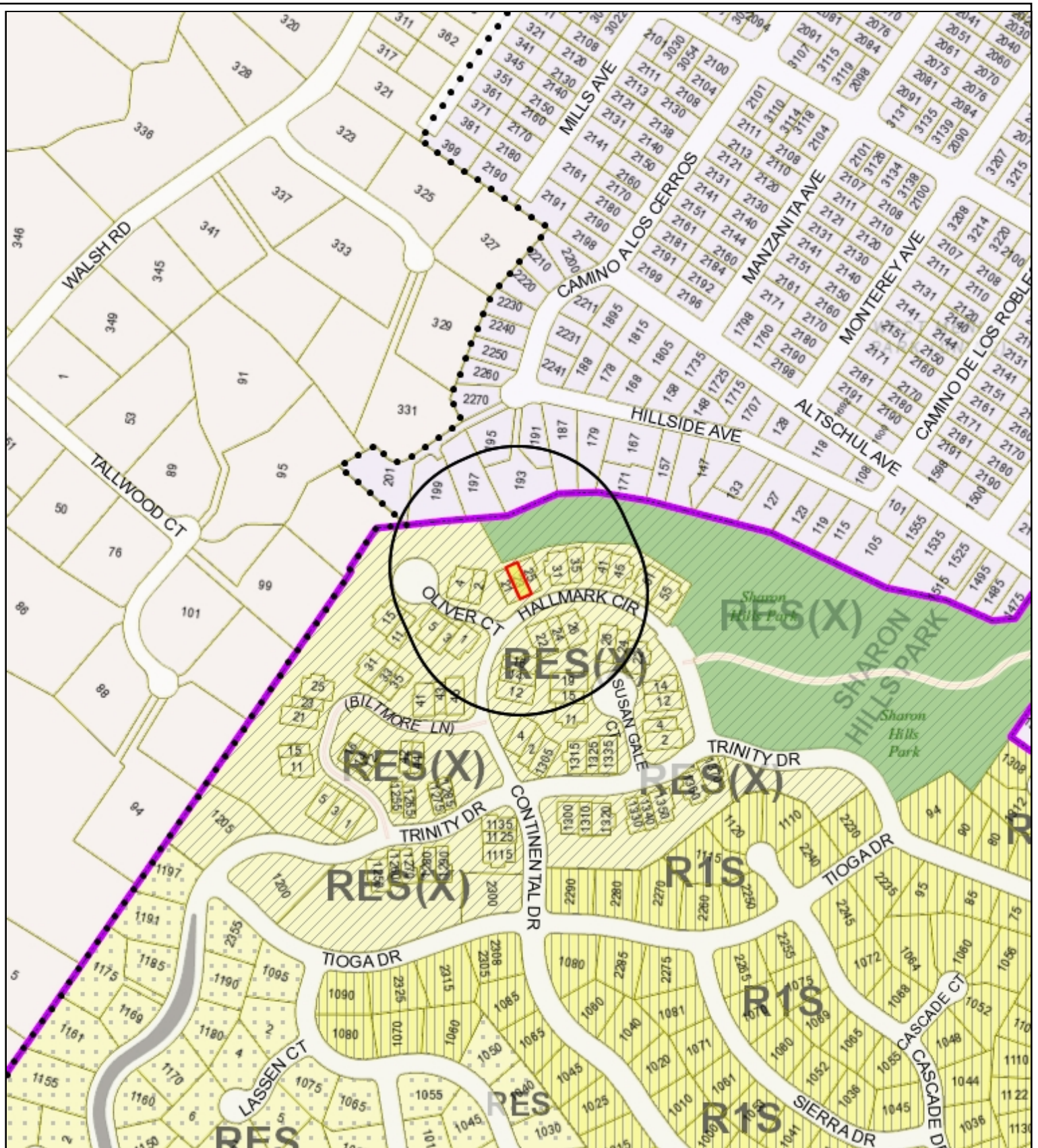
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23 Hallmark Circle – Attachment A: Recommended Actions

LOCATION: 23 Hallmark Circle	PROJECT NUMBER: PLN2017-00095	APPLICANT: Maria Carty	OWNER: Maria and Larry Carty
PROPOSAL: Request for architectural control to modify a lower level deck of an existing single-family residential townhouse in the R-E-S(X) (Residential Estate Suburban, Conditional Development) zoning district.			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	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 California Environmental Quality Act (CEQA) Guidelines. 2. 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. 3. 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 provided by Woodland Construction Builders, Inc., consisting of six plan sheets, dated received March 5, 2018, and approved by the Planning Commission on March 12, 2018 except as modified by the conditions contained herein, subject to review and approval of the Planning Division. b. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, Recology, and utility companies’ regulations that are directly applicable to the project. c. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. d. 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 			

23 Hallmark Circle – Attachment A: Recommended Actions

LOCATION: 23 Hallmark Circle	PROJECT NUMBER: PLN2017-00095	APPLICANT: Maria Carty	OWNER: Maria and Larry Carty
PROPOSAL: Request for architectural control to modify a lower level deck of an existing single-family residential townhouse in the R-E-S(X) (Residential Estate Suburban, Conditional Development) zoning district.			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
<p>ACTION:</p> <p>significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.</p> <p>f. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.</p>			



CITY OF
MENLO PARK

City of Menlo Park
Location Map
23 HALLMARK CIRCLE



Scale: 1:4,000

Drawn By: MTM

Checked By: DMC

Date: 3/12/2018

Sheet: 1

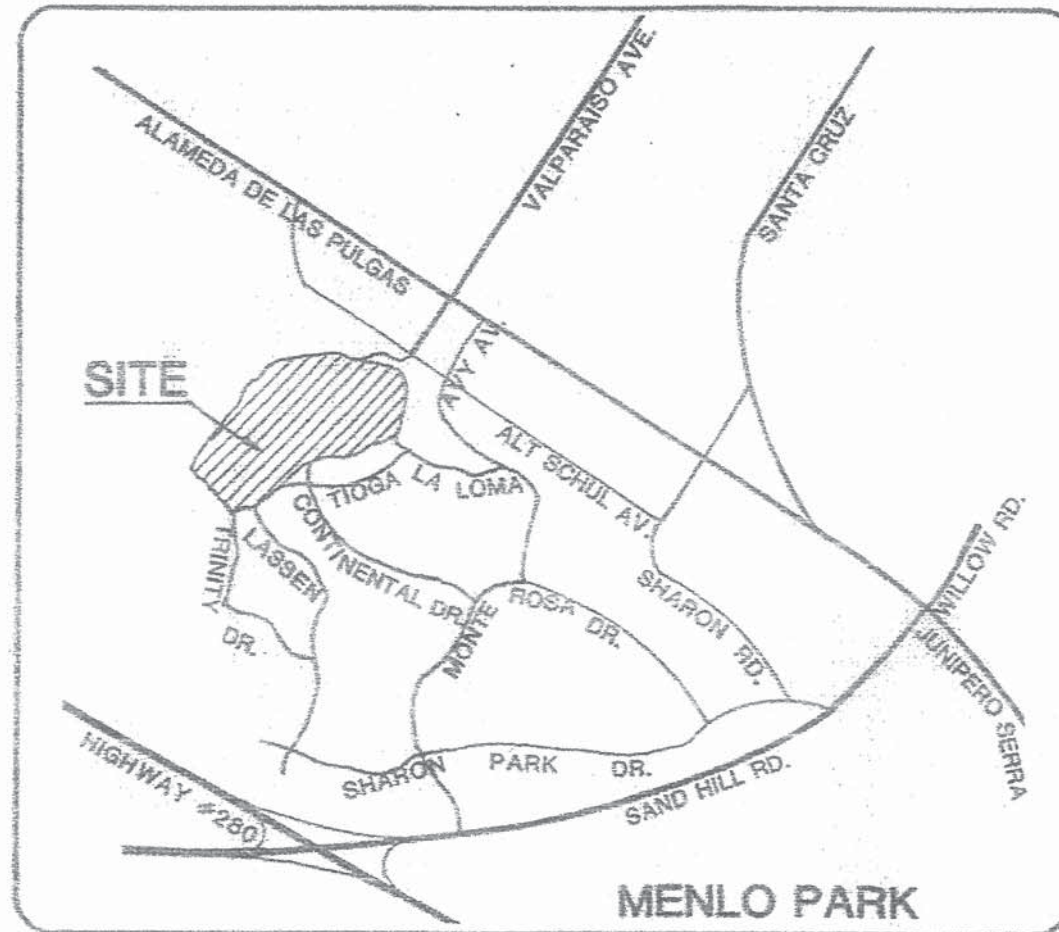
ADDRESS:
23 HALLMARK CIRCLE
MENLO PARK, CA

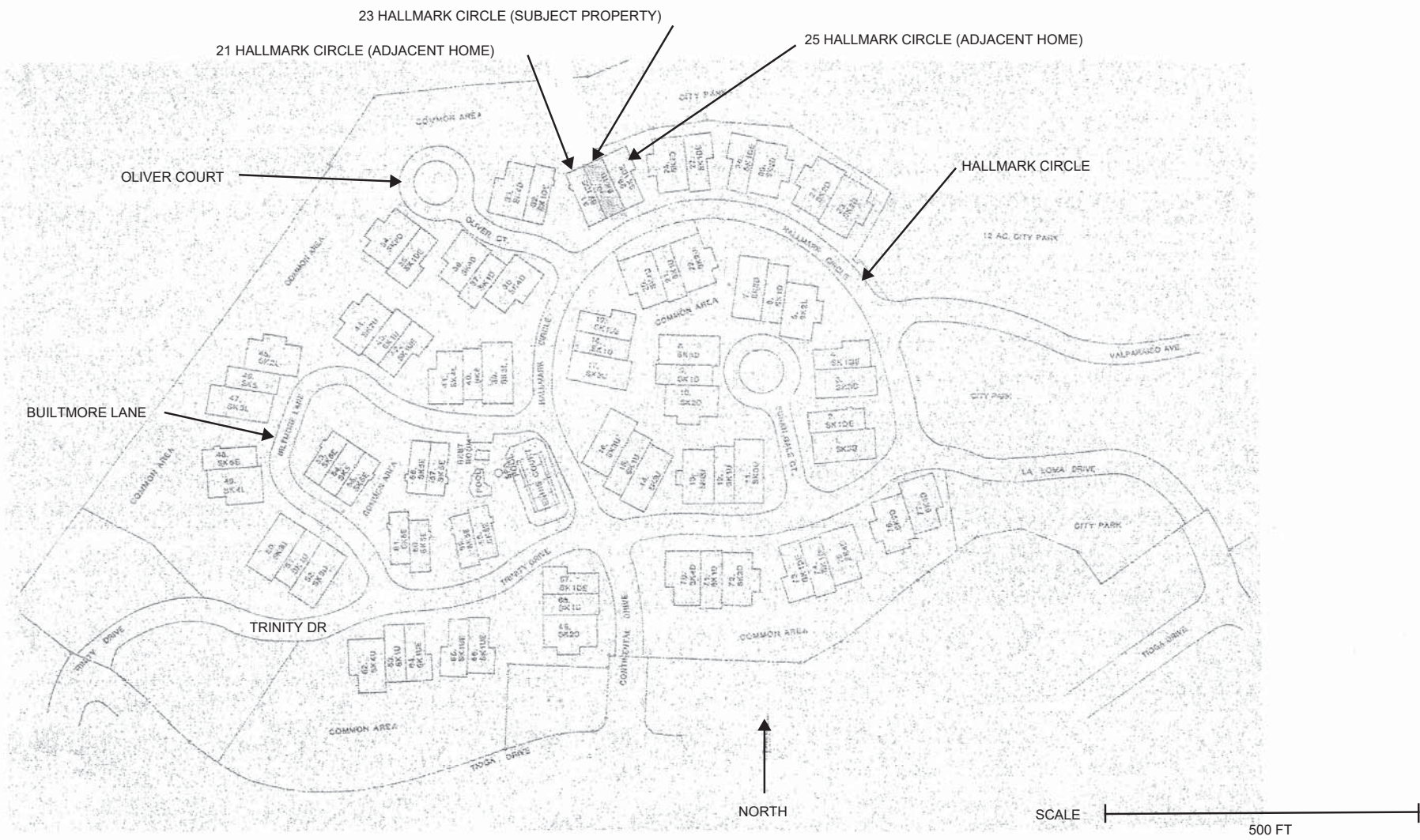
OWNERS:
LARRY CARTY AND MARIA CARTY
(775) 781-3636
larry.maria.carty@reagan.com

RESPONSES TO PLANNING DIV. COMMENTS:

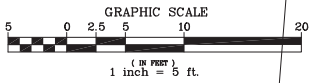
1. DISTANCE FROM SUBJECT UNIT #23 TO ADJACENT UNITS #21 & #25 IS 0'-0". THIS IS A ZERO LOT LINE BUILDING WITH UNITS DIRECTLY ATTACHED TO EACH ADJACENT UNIT.
2. ADDRESSES OF THE ADJACENT UNITS ARE:
21 HALLMARK CIRCLE
MENLO PARK, CA

AND
25 HALLMARK CIRCLE
MENLO PARK, CA
3. LOCATION OF DRIVEWAYS FOR ALL THREE ADJACENT UNITS ARE DIRECTLY IN FRONT OF EACH INDIVIDUAL UNIT, ENTERING INTO FRONT-LOADING STREET-FACING GARAGES. ALL DRIVEWAYS ARE ON THE OPPOSITE SIDE OF THE BUILDING FROM THE PROPOSED 6' X 6' DECK INFILL.





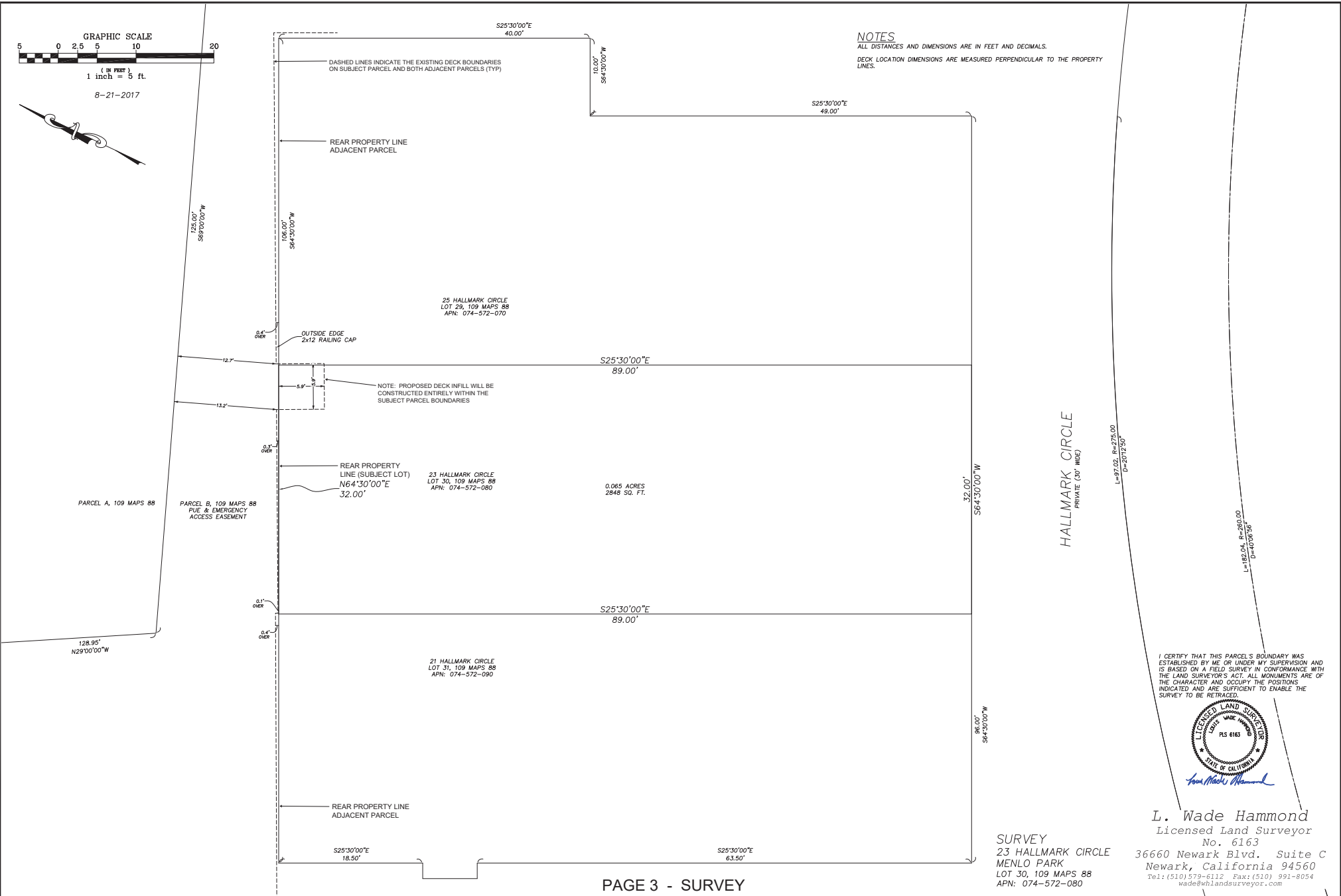
PAGE 2 - SITE PLAN



8-21-2017



NOTES
 ALL DISTANCES AND DIMENSIONS ARE IN FEET AND DECIMALS.
 DECK LOCATION DIMENSIONS ARE MEASURED PERPENDICULAR TO THE PROPERTY LINES.



HALLMARK CIRCLE
 PRIVATE (30' WIDE)

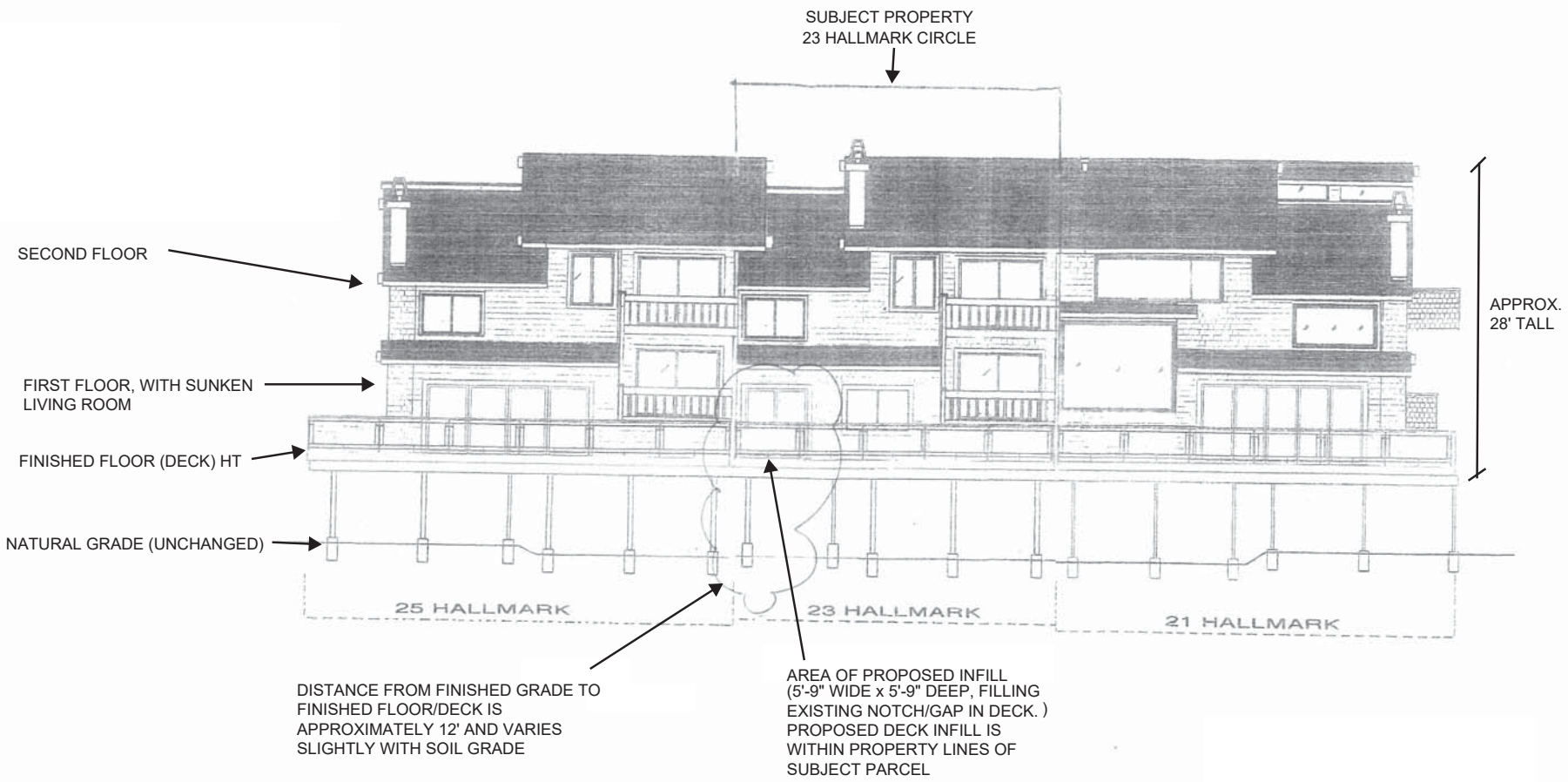
I CERTIFY THAT THIS PARCEL'S BOUNDARY WAS ESTABLISHED BY ME OR UNDER MY SUPERVISION AND IS BASED ON A FIELD SURVEY IN CONFORMANCE WITH THE LAND SURVEYORS ACT. ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED AND ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.



L. Wade Hammond
 Licensed Land Surveyor
 No. 6163

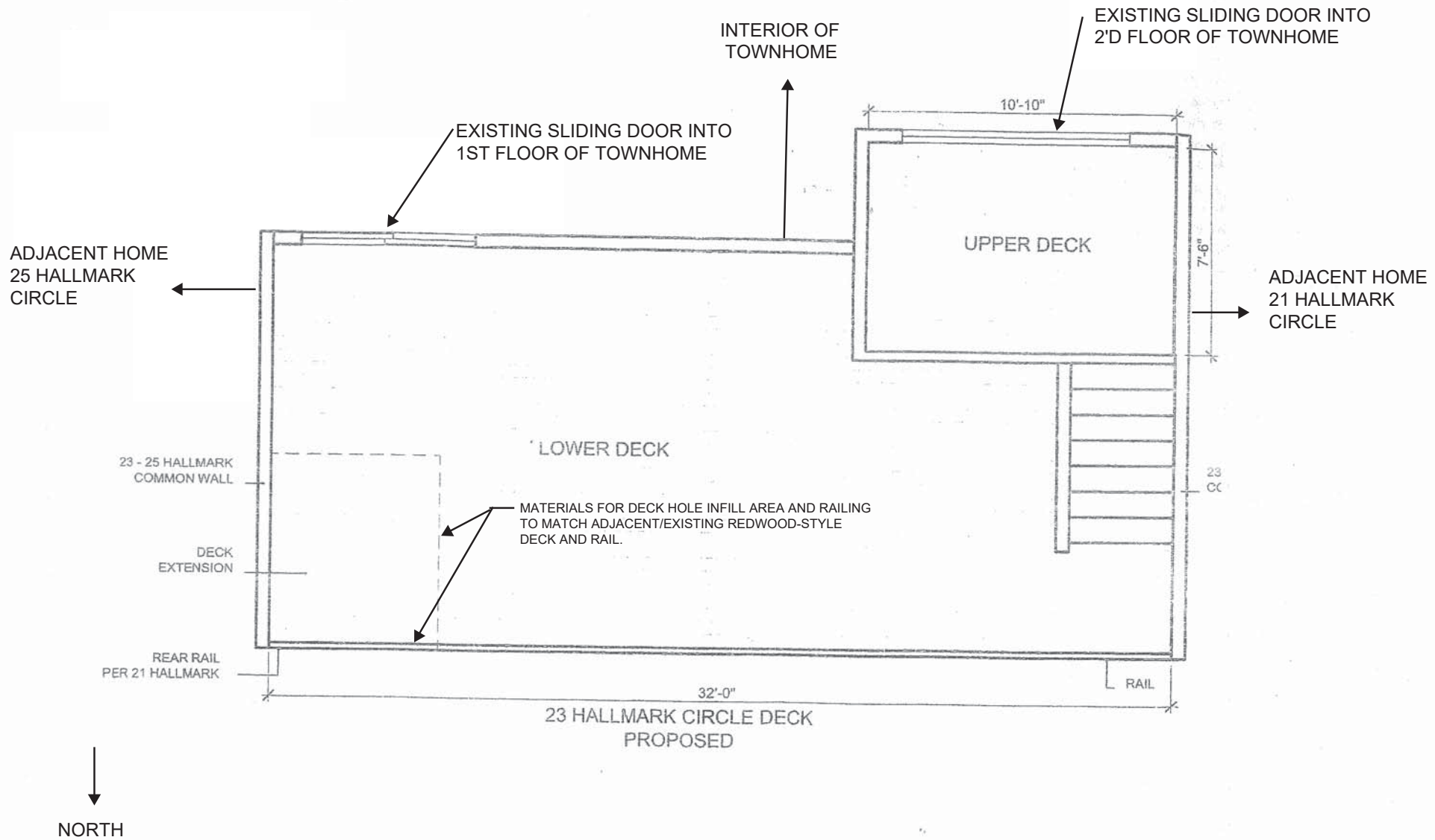
SURVEY
 23 HALLMARK CIRCLE
 MENLO PARK
 LOT 30, 109 MAPS 88
 APN: 074-572-080

36660 Newark Blvd. Suite C
 Newark, California 94560
 Tel: (510) 579-6112 Fax: (510) 991-8054
 wade@whlandsurveyor.com



2/02/17	DATE
10'-1/2"	SCALE
	SHEET
	NO.
	OF
	PAGE
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RAILING REMODEL	
PROPOSED	
21-23-25 HALLMARK CIRCLE	
REAR RAILING	
CALIFORNIA	

PAGE 4 - PROPOSED ELEVATION



PAGE 5 - PROPOSED DECK PLAN



View of work area (6' wide notch in deck)

View of work area

View beneath Deck



View of adjacent open "Green Belt" area, from beneath deck



View of adjacent "Green Belt" area. Deck is to left of picture.

PROJECT DESCRIPTION

23 Hallmark Circle, Menlo Park, 6ft Deck Notch Infill

PURPOSE OF THE PROPOSAL

The purpose of this proposal and application is to request Planning Department approval for the Owners of the residence located at 23 Hallmark Circle to infill an existing 6ft x 6ft “notch” in the wood deck at the rear of their home.

ARCHITECTURAL STYLE, MATERIALS, COLORS

All decking materials, railing materials, and structural materials will match all existing conditions for materials, style, and color.

SCOPE OF WORK

Infill a 6ft x 6ft “notch” in the existing deck.

BASIS FOR SITE LAYOUT

A boundary survey is provided from a licensed and approved surveyor, demonstrating that the proposed 6ft x 6ft deck infill is within the Owner’s property boundaries

EXISTING AND PROPOSED USES

Unchanged. Both the existing and proposed usage is residential deck.

OUTREACH TO NEIGHBORING PROPERTIES

Approval was requested and approved in writing from the existing CC&R board. Please see attached supporting documentation.



Sharon Hills Community Association

1661 Tice Valley Blvd. Suite 200, Walnut Creek, CA 94595
Phone: 925-746-0542 or 800-610-0757 Fax: 925-746-0554
www.bayservice.net

RECEIVED

SEP 14 2017

CITY OF MENLO PARK
PLANNING

April 3, 2017

Maria and Larry Carty
P.O. Box 1993
Oakdale, CA 95361

Re Address: 23 Hallmark Circle
Account Number: 114400300

Dear Maria and Larry Carty:

At the 3/13/2017 meeting, the Board has received and approved your proposal for replacing the deck and raising the common wall per the plans submitted in the application. However, they have denied your proposal to replace the railing with the stainless steel material. You may re-submit a new proposal with a different railing material for the ACC review.

Please follow the below stipulations:

- Provide the license, insurance, and contact information for your contractor.
- Homeowners are responsible for obtaining a City of Menlo Park permit, if necessary to complete their project.
- Homeowners must adhere to the current Sharon Hills Community Association - Rules Regarding Remodeling and Renovating Townhouses.
- The approval is good for one year and the construction must start within the one year period.
- Work hours can only be Monday to Friday from 8am to 5 pm.

NO WEEKEND WORK ALLOWED

The Board is hereby informing you that you are responsible for ensuring that no refuse is dumped into recycle containers and that no inordinate amount of refuse is dumped at the waste site. Please ensure that waste material is removed from the premises in a timely manner.

Thank you for your cooperation, and we wish you the best of luck on your project.

Sincerely,

Sharon Hills Community Association

Cc: Unit File
Board of Directors



STAFF REPORT

Planning Commission

Meeting Date: 3/12/2018

Staff Report Number: 18-022-PC

Public Hearing: Use Permit/David Crouch/1049 Almanor Avenue

Recommendation

Staff recommends that the Planning Commission approve a use permit to demolish an existing two-story, single-family residence and detached garage, and construct a new two-story, single-family residence on a substandard lot with regard to lot width in the R-1-U (Single-Family Urban Residential) zoning district, at 1049 Almanor Avenue. The project includes a proposal to remove three heritage trees, one of which is dead. In addition, staff recommends that the Planning Commission adopt a resolution determining that the proposed abandonment of a public utility easement (PUE) on the subject site is consistent with the City's General Plan (Attachment H). The recommended actions are included as Attachment A.

Policy Issues

Each use permit request is considered individually. The Planning Commission should consider whether the required use permit findings can be made for the proposal. The Commission will also need to consider whether the proposed PUE abandonment is consistent with the General Plan.

Background

Site location

The subject property is located on the northwest side of Almanor Avenue, at the corner of Van Buren Road, which parallels Highway 101. A location map is included as Attachment B. Almanor Avenue is a one-block street in the Flood Park Triangle neighborhood of Menlo Park. The houses on the street include primarily one-story residences, with some two-story residences. The architectural style of most of these houses is traditional. A sound wall is located on the opposite side of Van Buren Avenue, limiting noise and views from Highway 101.

The site currently consists of three lots, which are proposed for a lot merger and would create a total area of 7,419 square feet. The lot merger has been conditionally approved by the Public Works Department. The proposed residence and corresponding FAL (Floor Area Limit), building coverage, and setbacks are based on conditions of the parcel after the lot merger.

As shown on the survey (Attachment G), the site includes an ingress/egress easement on the left side of the property, which is used as a shared driveway between 1047 Almanor Avenue and the project site. The site also includes three PUEs toward the right side (Van Buren Drive side) of the property, as well as at the rear of lot. The applicant is proposing to vacate the three PUEs on the right side and create one new easement on the lot, in order to widen the developable area of the lot. More information on this process is

described in the report below, as well as in Attachment G and Attachment H. Recordation of the lot merger would be required prior to issuance of a building permit (condition 6a), and recordation of the lot merger is dependent on recordation of the PUE abandonment (condition 6b).

The proposal at 1047 Almanor Avenue was originally submitted as a building permit in October 2017. Shortly thereafter, staff determined that it should be a use permit based on the zoning requirements in the R-1-U zoning district, and informed the applicant as such. The applicant then resubmitted the proposal as a use permit in November 2017. Staff has been concurrently reviewing the lot merger, easement vacation, and use permit applications at this site.

Analysis

Project description

The applicant is proposing to remove the existing two-story, single-family residence and detached one-car garage to construct a new two-story, single-family residence with an attached one-car garage. The lot is substandard with respect to minimum lot width, at approximately 56 feet where 65 feet is required in the R-1-U zoning district. A data table summarizing parcel and project attributes is included as Attachment C. The project plans and the applicant's project description letter are included as Attachments D and E, respectively.

The proposed residence would be a four-bedroom, two-and-a-half-bathroom home. The first-story living space would feature an open floor kitchen and family room area, a dining room and living room, and one powder room (half-bathroom). The proposal also includes an attached one-car garage which would be accessed from the main residence via a mudroom. An uncovered parking space at the left-rear corner of the property would be accessed from the existing shared access easement and would complete the residence's off-street parking requirement. The second-story living space would be comprised of a master suite, with attached closet and bathroom, as well as access to a balcony off the back of the residence. On the second-story, there would be three additional bedrooms, one bathroom accessed from the shared hallway, and a laundry room.

The proposed project would adhere to all Zoning Ordinance regulations for building and balcony setbacks, lot coverage, floor area limit, height, daylight plane, and parking. On the left side, the setback would be measured from the edge of the access easement, as is required by the Zoning Ordinance for those types of easements.

Design and materials

The applicant states that the proposed residence would be constructed in a traditional stucco style, designed to fit the property and neighborhood in style and scale. The proposed residence would include stucco exterior with wood trim, aluminum clad windows, and a long-life composition shingle roof. The front entrance would include wooden columns, and a wooden front door. The garage door would also be wooden with shaker panels. The chimney would be a smooth stucco and include a galvanized chimney cap. The proposal includes a cedar trellis at the rear of the house, as well as a second-story balcony which includes a pony wall with wooden railing above it, and a glass door with an aluminum clad slider. The second floor would be set back from the first floor.

In the project description letter, the applicant describes the constraints of the lot, notably its easements and narrowness. The average lot width is 56 feet wide, and the proposed building footprint is only approximately 34 feet wide at the front setback. The applicant notes how the narrow lot and shared access easement led him to separate the covered and uncovered parking, and design the proposed floor plans.

Despite the challenges of the lot, the applicant states how he designed the first and second floor plans to optimize privacy for both the neighbors and himself. The footprint of the proposed residence would sit in nearly the same footprint as the existing house, except that it would be set approximately four feet farther back from the street, and six feet to the right, away from the shared access easement.

Though some of the second-story windows on the left side elevation would have sill heights of three feet, the sill height of the master bedroom windows would be five feet high. In addition, the second floor would be inset from the first floor. These design features would help preserve privacy, and the second-story inset would reduce bulk and contribute to an attractive design. The Planning Commission should note that the left-side windows for Bed 3/Office could likely not be raised significantly, due to the need to provide emergency egress. However, the left-side windows for Bed 1 could likely be modified if desired, since this bedroom also has front-facing windows with a 2.5-foot sill height. The second story on the right elevation would include windows set at three-foot sill heights and higher. Though this side of the property does not face any neighbors, the higher sill heights and many proposed and existing trees would help protect the privacy of future residents of the residence.

Staff believes that the architectural style of the proposed residence would be generally attractive and well-proportioned. The second level would be inset from the ground floor, helping minimize the perception of mass. The traditional stucco design would be consistent with the styles in the surrounding neighborhood.

Trees and landscaping

The applicant has submitted an arborist report (Attachment F) detailing the species, size, and conditions of the heritage and non-heritage trees on site. The report discusses the impacts of the proposed improvements and provides recommendations for tree maintenance and the removal of some trees, based on their health. As part of the project review process, the arborist report was reviewed by the City Arborist, and revisions by the project arborist were required. All recommendations identified in the arborist report shall be implemented and will be ensured as part of condition 5g.

There are 15 trees located on or adjacent to the site, six of which are heritage size trees, and one of which is a non-heritage street tree. Of those, three heritage trees and four non-heritage trees are proposed for removal. One coast live oak (tree #3) located near the right rear of the existing residence is proposed for removal due to its structural condition and proximity to the proposed development of the project. A Japanese privet (tree #6) is in the right-of-way and is dead. Another coast live oak (tree #7) is located on the border of the property line and right-of-way, and is proposed for removal by the City Arborist due to overcrowding and for the health of future street trees on Van Buren Road. Specifically, the City Arborist noted that coast live oaks of heritage size typically have a recommended spacing of 30 feet. However, tree #7 is located approximately five feet from tree #8, another heritage coast live oak on site. The City Arborist has tentatively approved the proposed heritage tree removals of the three trees noted above and these

requirements are noted in condition 6d.

In the project arborist report, the project arborist states that one coast live oak (tree #1) has poor form and details his concerns over retaining the tree. However, after review of the tree, the City Arborist determined that the tree was in good condition with a manageable structure and did not warrant removal. Therefore, despite his original wishes to remove the tree, the applicant proposes to keep the coast live oak (tree #1), and the revised project arborist's letter has outlined several mitigation strategies, as well as details of the proposed foundation, which would minimize construction impacts to this heritage tree. The City Arborist has reviewed the revised arborist report and approves of the protection measures proposed by the project arborist. Furthermore, condition 6c has been added requiring that a certified arborist be on site to oversee and document any below-ground work within 10 feet of any heritage tree during demolition and construction of the project.

As part of the project, four new trees would be planted. One heritage tree replacement, a coast live oak, is proposed to be planted in the rear yard, which addresses the proposed removal of tree #3 (a coast live oak). The other three replacements would be Catalina ironwood street trees, planted in the right of way on the Van Buren side of the property, spaced a minimum of 20 feet on the center and the location approved by the City Arborist before being placed. The plantings would create a consistent streetscape. The City Arborist has noted that the planting of two of these three ironwoods would count as replacements for tree #6 (the dead Japanese privet) and tree #7 (the coast live oak). Per the request of the City Arborist, a third ironwood street tree would be planted as part of the off-site improvements. In addition, the City Arborist has tentatively approved the relocation of a silver linden street tree approximately 15 feet to the south of its existing location on the Almanor Avenue side of the property. The City Arborist gave the applicant specific conditions for the relocation of the street tree, including specifying tree protection fencing and an irrigation schedule. More information is included in Attachment F. The final configuration would meet City requirements for street tree types and spacing, helping to ensure an attractive and healthy street tree canopy, and the relocations/planting would be ensured through condition 6d.

Public utility easements abandonment

The applicant has applied for the abandonment of three PUEs, and the creation of one sanitary sewer easement, at 1049 Almanor Avenue. The proposed abandonment of the easements is necessary to facilitate the development of a new two-story single-family residence in the proposed location on the site.

An existing four-foot PUE is situated on-site and aligns parallel to Van Buren Road as shown on G4 of Attachment G and is labeled as Vacation #3. This easement is adjacent to two six-foot PUEs, shown as Vacation #2 and Vacation #3, creating a total effective easement of 10 feet. The applicant has obtained approval (no-objection letters) from various utility companies within the project vicinity including PG&E, Menlo Park Municipal Water, and AT&T. The existing easement had previously conveyed a City-owned water main that has since been abandoned and relocated from the premises to Van Buren Road. The six-foot portion of the easement contains a six-inch sanitary sewer main owned by West Bay Sanitary District (WBSD). WBSD has issued a letter indicating no objection to the easement abandonment if and when a new 10-foot sanitary sewer easement is dedicated in a slightly adjusted location four feet closer to Van Buren Road.

Essentially, the four-foot PUE (Vacation #3) is being relocated to the right side of Vacation #1 and #2 to create a new 10-foot sanitary sewer easement for the benefit of WBSD, as shown on G6 of Attachment G and described on G5. The City Surveyor has provided the final review of the proposed PUE abandonment and the creation of one new sanitary sewer easement on the lot. Once the vacations and easement are recorded in accordance with the City standard procedures, the applicant can record a lot merger to unify the main parcel (Lot 23) with remnants of the two parcels left (Lots 21 and 22).

Abandonment procedure

The three step process for abandonment of the PUEs is as follows:

- 1) The City Council considers adopting a Resolution of Intention to Abandon the Easement, sets dates for the public hearings and refers it to the Planning Commission.
- 2) The Planning Commission considers the proposed abandonment for consistency with the General Plan. The Planning Commission's recommendation and input, if any, received from utilities and/or affected parties is submitted to City Council (included in the staff report to Council) for the public hearing.
- 3) A public hearing is set where the City Council will consider the Planning Commission's recommendation and adopts a Resolution Ordering the Abandonment of the PUE.

The City Council reviewed and approved a Resolution of Intention to abandon the easements at its January 16, 2018 meeting. The resolution established the Planning Commission public hearing date for February 26, 2018, but has been continued to March 12, 2018, and the final City Council hearing date for March 27, 2018.

The purpose of the Planning Commission review is to determine whether the proposed abandonment is consistent with the General Plan, as discussed in more detail in the following section. The Planning Commission's determination is forwarded to the City Council for consideration. Prior to the City Council's public hearing, staff will post at least three notices regarding the proposed abandonment in conspicuous places on the subject property. At the March 27, 2018 meeting, the Council will consider the Commission's recommendation, as well as other comments from the public, prior to taking final action on the request.

General Plan consistency

The Land Use and Circulation Elements of the General Plan do not contain specific goals or policies that directly address the proposed PUE abandonment. The proposed abandonments also do not appear to conflict with existing General Plan guiding principles, which generally promotes orderly development, the maintenance of the City's economic vitality and fiscal health, the protection of people and property from exposure to health and safety hazards, and the minimization of adverse impacts of development to the City's public facilities and services. As noted earlier, the City has contacted the affected utility agencies about the proposed abandonments, and there have been no objections to the proposal since alternate easements have been established for WBSD. The proposed abandonment of the easements would not negatively impact other properties, and would allow for redevelopment of the site. Staff believes the proposal is consistent with the General Plan.

Action on this item is in the form of a recommendation to the City Council. The Planning Commission's recommendation is submitted to the Council in the form of a resolution, included as Attachment H.

Correspondence

In the project description letter, the applicant states that he spoke about the project to the neighbors immediately to the left, behind, and directly across the road. More recently, the neighbor at 1050 Menlo Oaks Drive wrote an email to staff, noting that he supports the proposal. Another neighbor at 1043 Berkeley Avenue (approximately a block away) wrote an email to express that he has no objection to the proposal.

The neighbor at 1046 Almanor Avenue has expressed significant concerns, beginning in November 2017, about the impact of the proposed project on the existing trees on site, especially on the heritage trees. She would like to see the heritage trees saved, and would like to see the Ailanthus trees (trees #4 and 5) removed, due to their species and what she states they can do to other trees, as well as to pavement, sewers, and foundations. All correspondence is included in Attachment I.

Conclusion

Staff believes that the design, scale and materials of the proposed residence are compatible with the surrounding neighborhood. The traditional stucco architectural style of the proposed residence would be generally attractive and well-proportioned. The second level inset would help minimize the perception of mass.

The proposed PUE abandonments would not conflict with the General Plan land use and circulation goals and policies, nor would they negatively impact other properties. Easements for specific utilities have been created and coordinated with the respective agencies, and there have been no objections to abandon the PUEs. Staff recommends that the Planning Commission find that the proposed PUE abandonments are consistent with the General Plan and approve the use permit for the proposed project.

Impact on City Resources

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

Environmental Review

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

The PUE abandonment is categorically exempt under Class 5 (Section 15305, "Minor Alterations in Land Use Limitations") 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 on the use permit 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. The PUE abandonment will be considered by the City Council on March 27, 2018. The City Council is the final decision-making body on the PUE abandonment.

Attachments

- A. Recommended Actions
- B. Location Map
- C. Data Table
- D. Project Plans
- E. Project Description Letter
- F. Arborist Report
- G. Easement Vacation & Lot Merger Information
- H. Resolution of the Planning Commission of the City of Menlo Park Determining that Abandonment of Public Utility Easements is Consistent with the General Plan
- I. Correspondence

Disclaimer

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

Exhibits to Be Provided at Meeting

None

Report prepared by:
Cecilia Conley, Contract Assistant Planner

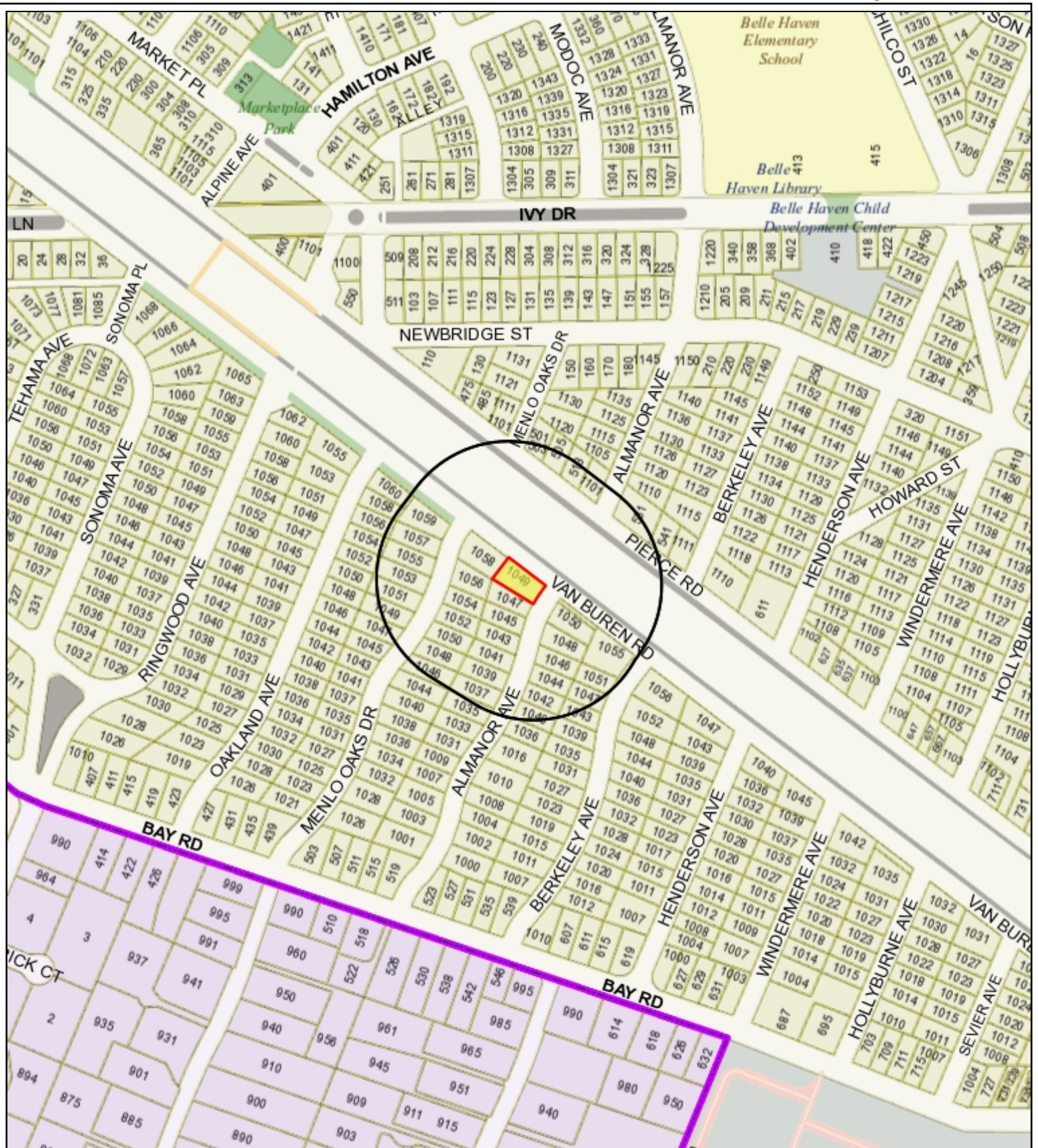
Report reviewed by:
Thomas Rogers, Principal Planner

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LOCATION: 1049 Almanor Avenue	PROJECT NUMBER: PLN2017-00121	APPLICANT: David Crouch	OWNER: David Crouch
PROPOSAL: Request for a use permit to demolish an existing two-story, single-family residence and detached garage, and construct a new two-story, single-family residence and an attached garage on a substandard lot with regard to lot width in the R-1-U (Single-Family Urban) zoning district. The project includes a proposal to remove three heritage trees, one of which is dead. In addition, staff recommends that the Planning Commission adopt a resolution determining that the proposed abandonment of a public utility easement (PUE) on the subject site is consistent with the City's General Plan (Attachment H).			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	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 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines. 2. Make a finding that the PUE abandonment is categorically exempt under Class 5 (Section 15305, "Minor Alterations in Land Use Limitations") of the current California Environmental Quality Act (CEQA) Guidelines. 3. Approve Resolution No. _____, determining the abandonment of the Public Utility Easements (PUEs) is consistent with the General Plan. 4. 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. 5. 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 David Crouch Homes, consisting of 16 plan sheets, dated received February 15, 2018, and approved by the Planning Commission on March 12, 2018, 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 			

1049 Almanor Avenue – Attachment A: Recommended Actions

LOCATION: 1049 Almanor Avenue	PROJECT NUMBER: PLN2017-00121	APPLICANT: David Crouch	OWNER: David Crouch
PROPOSAL: Request for a use permit to demolish an existing two-story, single-family residence and detached garage, and construct a new two-story, single-family residence and an attached garage on a substandard lot with regard to lot width in the R-1-U (Single-Family Urban) zoning district. The project includes a proposal to remove three heritage trees, one of which is dead. In addition, staff recommends that the Planning Commission adopt a resolution determining that the proposed abandonment of a public utility easement (PUE) on the subject site is consistent with the City's General Plan (Attachment H).			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
<p>ACTION:</p> <p>significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.</p> <ul style="list-style-type: none"> f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits. g. Heritage and street trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report by Mayne Tree Expert Company, Inc. dated June 28, 2018 (Revised February 13, 2018). <p>6. Approve the use permit subject to the following <i>project-specific</i> condition:</p> <ul style="list-style-type: none"> a. Prior to issuance of a building permit, the applicant shall submit documentation of the recordation of the lot merger (as detailed in the staff report and Attachment G), subject to the review and approval of the Planning Division and Engineering Division. b. Prior to the lot merger recordation, the applicant shall submit documentation of the recordation of the PUE abandonment, subject to the review and approval of the Planning Division and Engineering Division. c. Prior to issuance of building permit, the applicant shall note on the plans that a certified arborist will be on site to oversee and document any below-ground work within 10 feet of any heritage tree during demolition and construction of the project, subject to review and approval of the Planning Division. d. Prior to building permit final inspection, the applicant shall relocate the street tree on Almanor Avenue (tree #15), plant three street trees on Van Buren Road, and remove the four recommended trees on the Van Buren Road side of the lot (trees #4, 5, 6, and 7), as outlined in the staff report, arborist report, and on the Site Plan (Plan Sheet A1.3), subject to review and approval of the City Arborist. e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a landscaping plan which documents the details of the tree relocation, planting, and removal noted in condition 6d, subject to review and approval of the Planning Division and City Arborist. 			



City of Menlo Park
 Location Map
 1049 Almanor Avenue



	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area*	7,419.0 sf	7,419.0 sf	7,000.0 sf min.
Lot width*	56.0 ft.	56.0 ft.	65.0 ft. min.
Lot depth*	122.0 ft.	122.0 ft.	100.0 ft. min.
Setbacks			
Front	20.0 ft.	26.5 ft.	20.0 ft. min.
Rear	39.0 ft.	52.0 ft.	20.0 ft. min.
Side (left)**	5.6 ft.	1.5 ft.	5.6 ft. min.
Side (right)	12.3 ft.	17.0 ft.	5.6 ft. min.
Building coverage	1,965.5 sf 26.7 %	1,537.0 sf 20.7 %	2,596.7 sf max. 35.0 % max.
FAL (Floor Area Limit)	2,904.2 sf	2,017.0 sf	2,904.8 sf max.
Square footage by floor	1,420.9 sf/1 st floor 1,233.3 sf/2 nd floor 250.0 sf/garage 269.6 sf/porches and trellis 25.0 sf/fireplaces	1,269.0 sf/1 st floor 480.0 sf/2 nd floor 268.0 sf/garage	
Square footage of buildings	3,198.8 sf	1,537.0 sf	
Building height	26.3 ft.	21.0 ft.	28.0 ft. max.
Parking	1 covered/1 uncovered	1 covered/0 uncovered	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			
Trees	Heritage trees: 6***	Non-Heritage trees: 9***	New Trees: 4***
	Heritage trees proposed for removal: 3	Non-Heritage trees proposed for removal: 4	Total Number of Trees: 12***
*Represents conditions after the lot merger **Left side setback is measured from shared access easement ***Includes trees on adjacent properties and street trees			

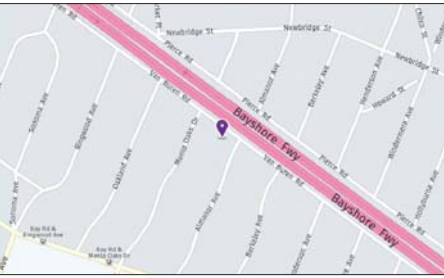
CROUCH RESIDENCE

1049 ALMANOR AVE, MENLO PARK, CA 94025

DAVID CROUCH
10725 Martinwood Way
Cupertino, CA 95014
Ph. (650) 387 8974
dave@davidcrouchcustomhomes.com

CROUCH RESIDENCE
1049 ALMANOR AVE, MENLO PARK, CA 94025

Job Directory	Project Summary	General Notes	Index
<p>OWNER</p> <p>David Crouch 10725 Martinwood Way Cupertino, CA 95014 Ph. (650) 387 8974 dave@davidcrouchcustomhomes.com</p> <p>DESIGNER</p> <p>David Crouch 10725 Martinwood Way Cupertino, CA 95014 Ph. (650) 387 8974 dave@davidcrouchcustomhomes.com</p> <p>GENERAL CONTRACTOR</p> <p>David Crouch 10725 Martinwood Way Cupertino, CA 95014 Ph. (650) 387 8974 dave@davidcrouchcustomhomes.com</p>	<p>A.P.N.: 062-051-370 Jurisdiction: City of Menlo Park Zoning District: R-1-U Construction Type: VB Occupancy Group: R-3 Scope of Work: New two story single family residence</p> <p>Lot Area: 7418.5 sq. ft. Maximum F.A.L.: 2904.63 sq. ft. 1st Floor Area: 1670.87 sq. ft. (inc. garage) 2nd Floor Area: 1233.22 sq. ft. Total Floor Area: 2904.17 sq. ft. Existing Floor Area: 2017.0 sq. ft.</p> <p>Porches, Trellis, Balcony: 299.57 sq. ft. (41.36 + 142.88 + 115.33) Attic > 5' high: 0 sq. ft. Proposed Floor Area (Planning specs): 2904.17 sq. ft. (1670.87 + 1233.30) Maximum Lot Coverage: 2596.50 sq. ft. Existing Lot Coverage: 1537.0 sq. ft. Proposed Lot Coverage: 1977.33 sq. ft. (26.7%)</p>	<p>1. All work to conform to the following unless noted otherwise:- - 2016 CA Building Code, - 2016 CA Electrical Code, - 2016 CA Mechanical Code, - 2016 CA Plumbing Code, - 2016 CA Energy Code, - 2016 CA Residential Code, - 2016 CA Green Building Code</p> <p>2. The Structural Engineer shall field inspect foundation footings and walls prior to concrete pour and all shear walls, hold-downs and framing.</p> <p>3. All dimensions take precedence over scale. All dimensions are to rough framing, unless noted otherwise.</p> <p>4. The site is not within a flood zone.</p> <p>5. House to be equipped with automatic fire sprinklers to be reviewed under a separate submittal.</p>	<p>ARCHITECTURAL PLANS</p> <p>A1.1 Title Sheet Survey Survey - post Lot Merger</p> <p>A1.2 Area Plan A1.3 Site Plan A1.4 Demo Plan A1.5 Streetscape A1.6 Lot Merger & Easement Relocation</p> <p>A2.3 1st Floor Plan A2.4 2nd Floor Plan A2.5 Roof Plan A2.6 Sq. Ft. Calcs A2.7 Existing Floor Plans</p> <p>A3.1 Front & Rear Elevations A3.2 Left & Right Elevations A3.3 Existing Elevations</p> <p>A4.1 Cross Sections</p>

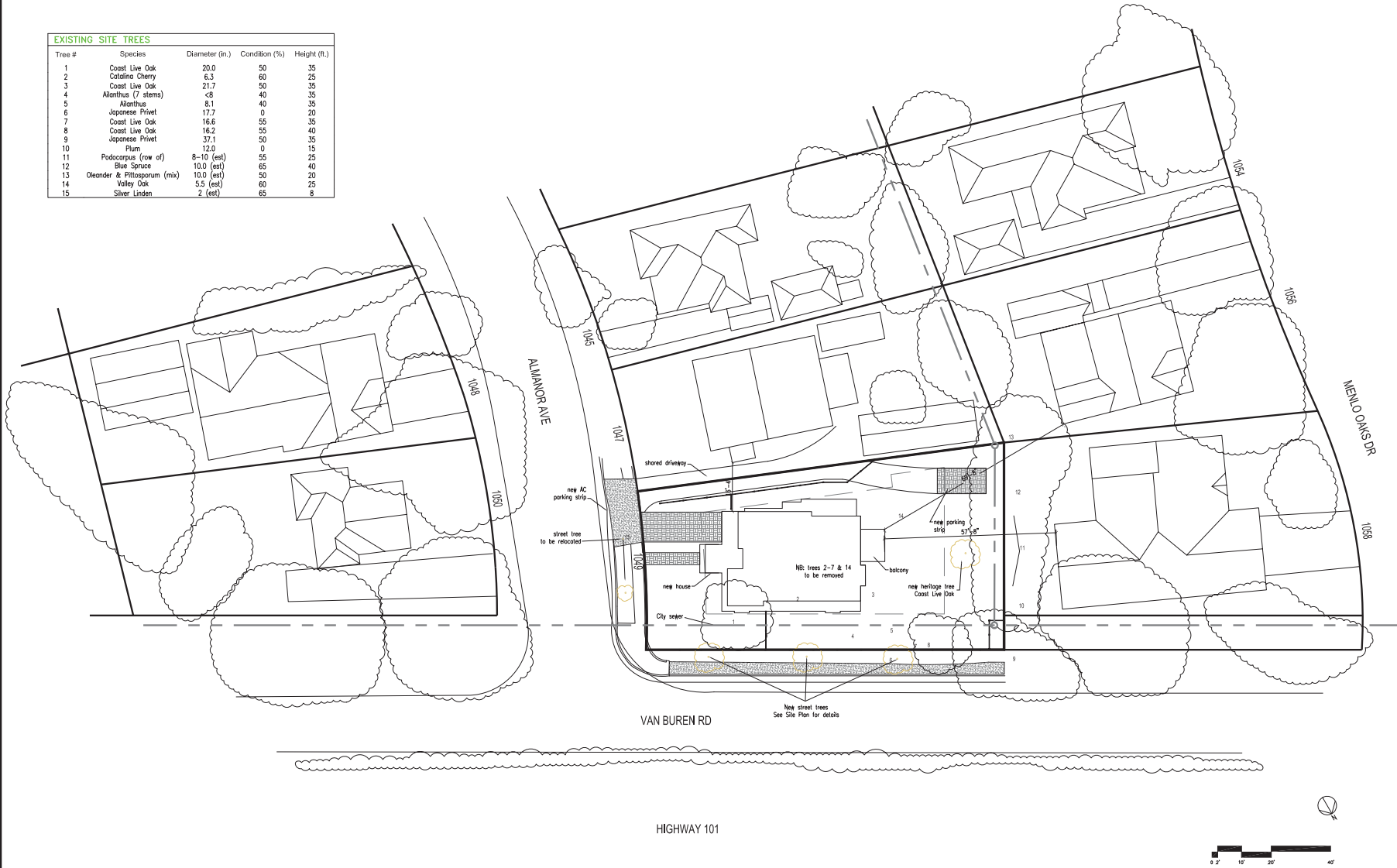
Project Location	Symbols	Abbreviations																																																																																																																								
<p>↑ NORTH</p> 	<p> Elevation Reference</p> <p> Elevation Mark</p> <p> Building Section</p> <p> Drawing Title</p> <p> Detail Callout</p>	<p>Abbreviations</p> <table border="0"> <tr> <td>ACOUS.</td> <td>ACOUSTICAL</td> <td>FURR.</td> <td>FURRING</td> </tr> <tr> <td>ADJ.</td> <td>ADJUSTABLE</td> <td>GA.</td> <td>GAUGE</td> </tr> <tr> <td>A.F.F.</td> <td>ABOVE FINISHED FLOOR</td> <td>GYP.</td> <td>GYPSUM</td> </tr> <tr> <td>APPROX.</td> <td>APPROXIMATELY</td> <td>HWWR.</td> <td>HARDWARE</td> </tr> <tr> <td>BD.</td> <td>BOARD</td> <td>HT.</td> <td>HEIGHT</td> </tr> <tr> <td>BLKG.</td> <td>BLOCKING</td> <td>H.M.</td> <td>HOLLOW METAL</td> </tr> <tr> <td>BLDG.</td> <td>BUILDING</td> <td>INT.</td> <td>INTERIOR</td> </tr> <tr> <td>CAB.</td> <td>CABINET</td> <td>JAN.</td> <td>JANITOR</td> </tr> <tr> <td>CLG.</td> <td>CEILING</td> <td>MAX.</td> <td>MAXIMUM</td> </tr> <tr> <td>CLR.</td> <td>CLEAR</td> <td>MFR.</td> <td>MANUFACTURER</td> </tr> <tr> <td>COL.</td> <td>COLUMN</td> <td>MIN.</td> <td>MINIMUM</td> </tr> <tr> <td>CONC.</td> <td>CONCRETE</td> <td>MISC.</td> <td>MISCELLANEOUS</td> </tr> <tr> <td>CONT.</td> <td>CONTINUOUS</td> <td>MTD.</td> <td>MOUNTED</td> </tr> <tr> <td>CORR.</td> <td>CORRIDOR</td> <td>N.I.C.</td> <td>NOT IN CONTRACT</td> </tr> <tr> <td>CTR.</td> <td>CENTER</td> <td>NO. OR #</td> <td>NUMBER</td> </tr> <tr> <td>D.</td> <td>DEPTH</td> <td>N.T.S.</td> <td>NOT TO SCALE</td> </tr> <tr> <td>D.F.</td> <td>DRINKING FOUNTAIN</td> <td>O.C.</td> <td>ON CENTER</td> </tr> <tr> <td>DET.</td> <td>DETAIL</td> <td>R.</td> <td>RADIUS</td> </tr> <tr> <td>DIA.</td> <td>DIAMETER</td> <td>REQ'D.</td> <td>REQUIRED</td> </tr> <tr> <td>DIM.</td> <td>DIMENSION</td> <td>RM.</td> <td>ROOM</td> </tr> <tr> <td>DN.</td> <td>DOWN</td> <td>SPEC.</td> <td>SPECIFICATION</td> </tr> <tr> <td>DWG.</td> <td>DRAWING</td> <td>STD.</td> <td>STANDARD</td> </tr> <tr> <td><E> OR EX.</td> <td>EXISTING</td> <td>STOR.</td> <td>STORAGE</td> </tr> <tr> <td>EA.</td> <td>EACH</td> <td>SUSP.</td> <td>SUSPENDED</td> </tr> <tr> <td>EQ.</td> <td>EQUAL</td> <td>TEL.</td> <td>TELEPHONE</td> </tr> <tr> <td>EXT.</td> <td>EXTERIOR</td> <td>TYP.</td> <td>TYPICAL</td> </tr> <tr> <td>F.D.</td> <td>FLOOR DRAIN</td> <td>U.G.N.</td> <td>UNLESS OTHERWISE NOTED</td> </tr> <tr> <td>F.E.C.</td> <td>FIRE EXTINGUISHER CABINET</td> <td>VF.</td> <td>VERIFY IN FIELD</td> </tr> <tr> <td></td> <td></td> <td>W.</td> <td>WIDTH</td> </tr> <tr> <td></td> <td></td> <td>W.G.</td> <td>WIRE GLASS</td> </tr> </table>	ACOUS.	ACOUSTICAL	FURR.	FURRING	ADJ.	ADJUSTABLE	GA.	GAUGE	A.F.F.	ABOVE FINISHED FLOOR	GYP.	GYPSUM	APPROX.	APPROXIMATELY	HWWR.	HARDWARE	BD.	BOARD	HT.	HEIGHT	BLKG.	BLOCKING	H.M.	HOLLOW METAL	BLDG.	BUILDING	INT.	INTERIOR	CAB.	CABINET	JAN.	JANITOR	CLG.	CEILING	MAX.	MAXIMUM	CLR.	CLEAR	MFR.	MANUFACTURER	COL.	COLUMN	MIN.	MINIMUM	CONC.	CONCRETE	MISC.	MISCELLANEOUS	CONT.	CONTINUOUS	MTD.	MOUNTED	CORR.	CORRIDOR	N.I.C.	NOT IN CONTRACT	CTR.	CENTER	NO. OR #	NUMBER	D.	DEPTH	N.T.S.	NOT TO SCALE	D.F.	DRINKING FOUNTAIN	O.C.	ON CENTER	DET.	DETAIL	R.	RADIUS	DIA.	DIAMETER	REQ'D.	REQUIRED	DIM.	DIMENSION	RM.	ROOM	DN.	DOWN	SPEC.	SPECIFICATION	DWG.	DRAWING	STD.	STANDARD	<E> OR EX.	EXISTING	STOR.	STORAGE	EA.	EACH	SUSP.	SUSPENDED	EQ.	EQUAL	TEL.	TELEPHONE	EXT.	EXTERIOR	TYP.	TYPICAL	F.D.	FLOOR DRAIN	U.G.N.	UNLESS OTHERWISE NOTED	F.E.C.	FIRE EXTINGUISHER CABINET	VF.	VERIFY IN FIELD			W.	WIDTH			W.G.	WIRE GLASS
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DATE: 05/17
FILE: A1.1P TITLE SHEET.DWG
DRAWN BY: David Crouch
REV. # DATE DESCRIPTION
1.0 05/17 Plan Issued

TITLE SHEET

A1.1

EXISTING SITE TREES				
Tree #	Species	Diameter (in.)	Condition (%)	Height (ft.)
1	Coast Live Oak	20.0	50	35
2	Catalina Cherry	6.3	60	25
3	Coast Live Oak	21.7	50	35
4	Alnus (7 stems)	<8	40	35
5	Alnus	8.1	40	35
6	Japanese Privet	17.7	0	20
7	Coast Live Oak	16.6	55	35
8	Coast Live Oak	16.2	55	40
9	Japanese Privet	37.1	50	35
10	Plum	12.0	0	15
11	Podocarpus (row of)	8-10 (est)	55	25
12	Blue Spruce	10.0 (est)	65	40
13	Oleander & Pittosporum (mix)	10.0 (est)	50	20
14	Valley Oak	5.5 (est)	60	25
15	Silver Linden	2 (est)	65	8



AREA PLAN
1/16" = 1'-0"

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CROUCH RESIDENCE
1049 ALMANOR AVE, MENLO PARK, CA 94025

DATE: 05/17		
FILE: A1.2 AREA PLAN.DWG		
DRAWN BY: David Crouch		
REV.	DATE	DESCRIPTION
1.0	05/17	Final submitted
2.0	1/20/18	Use Permit Re-issues
3.0	2/13/18	Use Permit Re-issues 2

AREA PLAN

A1.2

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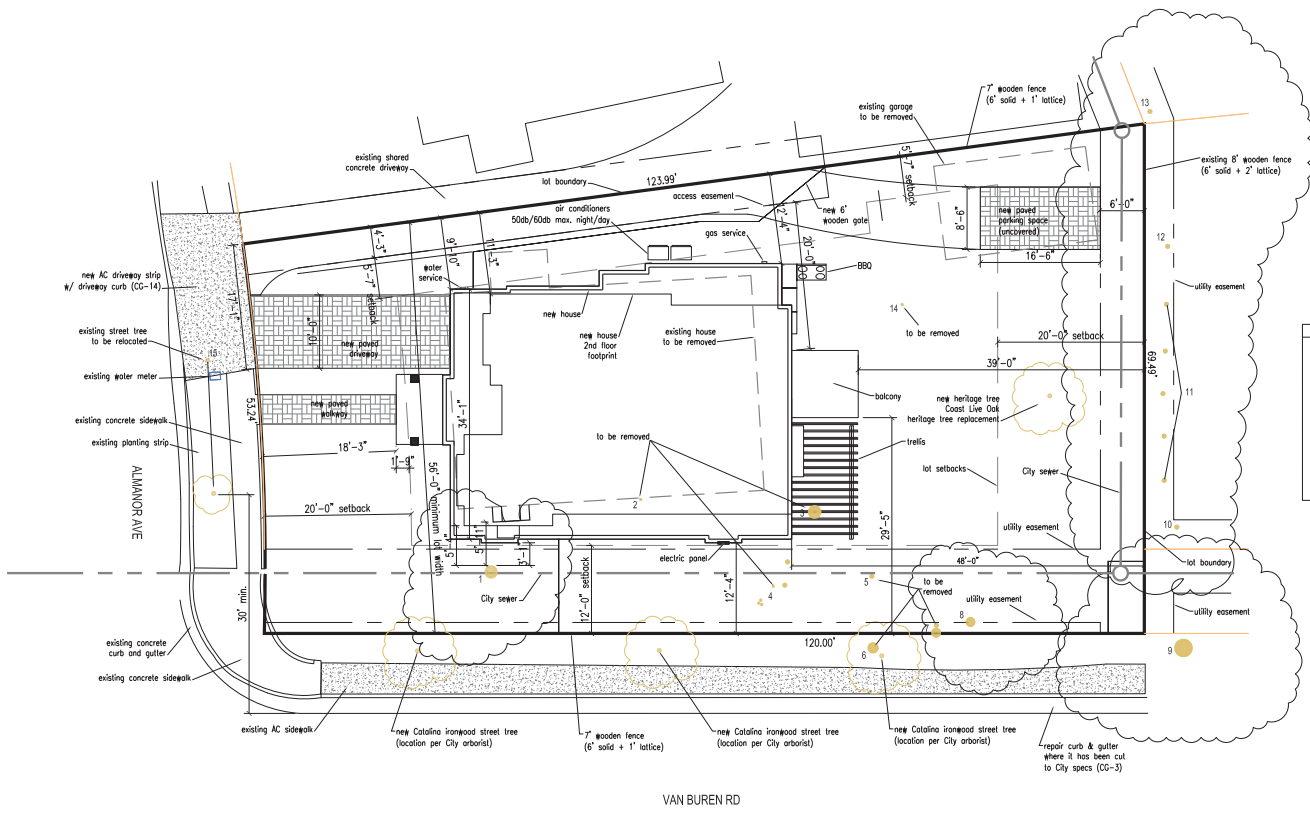
CROUCH RESIDENCE
 1049 ALMANOR AVE, MENLO PARK, CA 94025

DATE: 05/17
 FILE: A1.3 SITE PLAN.DWG
 DRAWN BY: David Crouch

REV.	DATE	DESCRIPTION
1.0	05/17	Final submittal
2.0	1/20/18	Use Permit Renovation
3.0	2/7/18	Use Permit Renovation 2

SITE PLAN

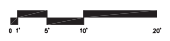
A1.3



EXISTING SITE TREES				
Tree #	Species	Diameter (In.)	Condition (%)	Height (ft.)
1	Coast Live Oak	20.0	50	35
2	Catalina Cherry	6.3	60	25
3	Coast Live Oak	21.7	50	35
4	Alnus (7 stems)	<8	40	18
5	Alnus (7 stems)	8.1	0	35
6	Japanese Privet	17.7	0	20
7	Coast Live Oak	16.6	55	35
8	Coast Live Oak	16.2	55	40
9	Japanese Privet	37.1	50	36
10	Plum	12.0	0	15
11	Podocarpus (tree of)	8-10 (est)	55	25
12	Blue Spruce	10.0 (est)	65	40
13	Oleander & Pittosporum (mix)	10.0 (est)	50	20
14	Valley Oak	5.5 (est)	60	25
15	Silver Linden	7 (est)	65	8

NOTES:
 1. A lot merger and Public Utility Easement relocation shall be approved and recorded by the City prior to the issuance of the Use Permit.
 2. A retention structure will be required if the project documents an increase in net impervious area from existing conditions. A grading and drainage plan shall be furnished as part of the Building Permit Application to substantiate compliance with this condition.

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



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CROUCH RESIDENCE
 1049 ALMANOR AVE, MENLO PARK, CA 94025

DATE: 05/17
 FILE: A1.8 DEMO PLAN.DWG
 DRAWN BY: David Crouch

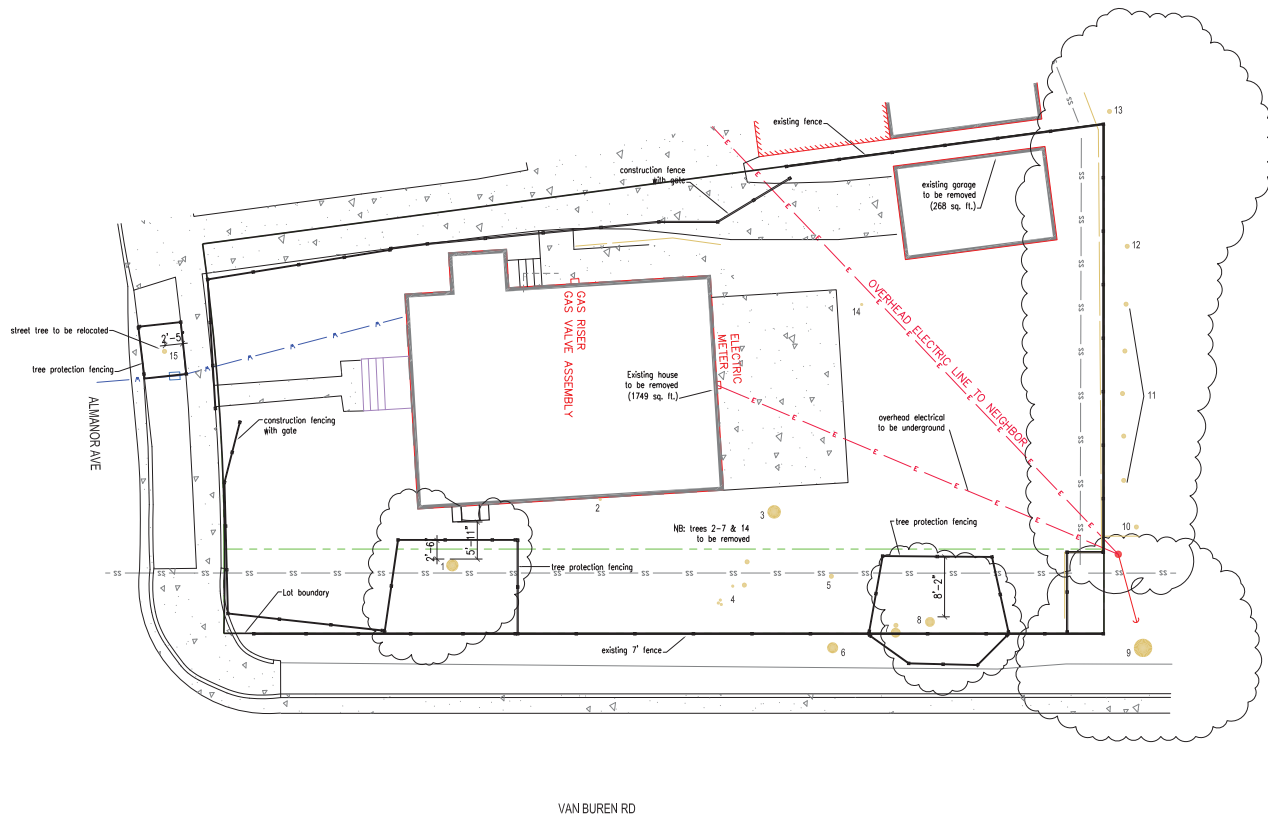
REV.	DATE	DESCRIPTION
1.0	05/17	Plan submitted
2.0	11/21/17	1st comments
3.0	12/15/17	2nd comments
4.0	2/15/18	Use Permit Requirements 2

DEMO PLAN

A1.4

Tree #	Species	Diameter (in.)	Condition (%)	Height (ft.)
1	Coast Live Oak	20.0	50	35
2	California Cherry	6.3	60	25
3	Coast Live Oak	21.7	50	35
4	Alnus (7 stems)	<8	40	15
5	Alnus	8.1	40	35
6	Japanese Privet	17.7	0	20
7	Coast Live Oak	16.6	55	35
8	Coast Live Oak	16.2	55	40
9	Japanese Privet	37.1	50	35
10	Plum	12.0	0	15
11	Podocarpus (row of)	8-10 (est)	35	25
12	Blue Spruce	10.0 (est)	65	40
13	Oleander & Pittosporum (mix)	10.0 (est)	50	20
14	Valley Oak	5.5 (est)	60	25
15	Silver Linden	2 (est)	65	8

Note: construction fencing is comprised of 8' panels.



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



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



2 SIDE ELEVATION
1/8" = 1'-0"

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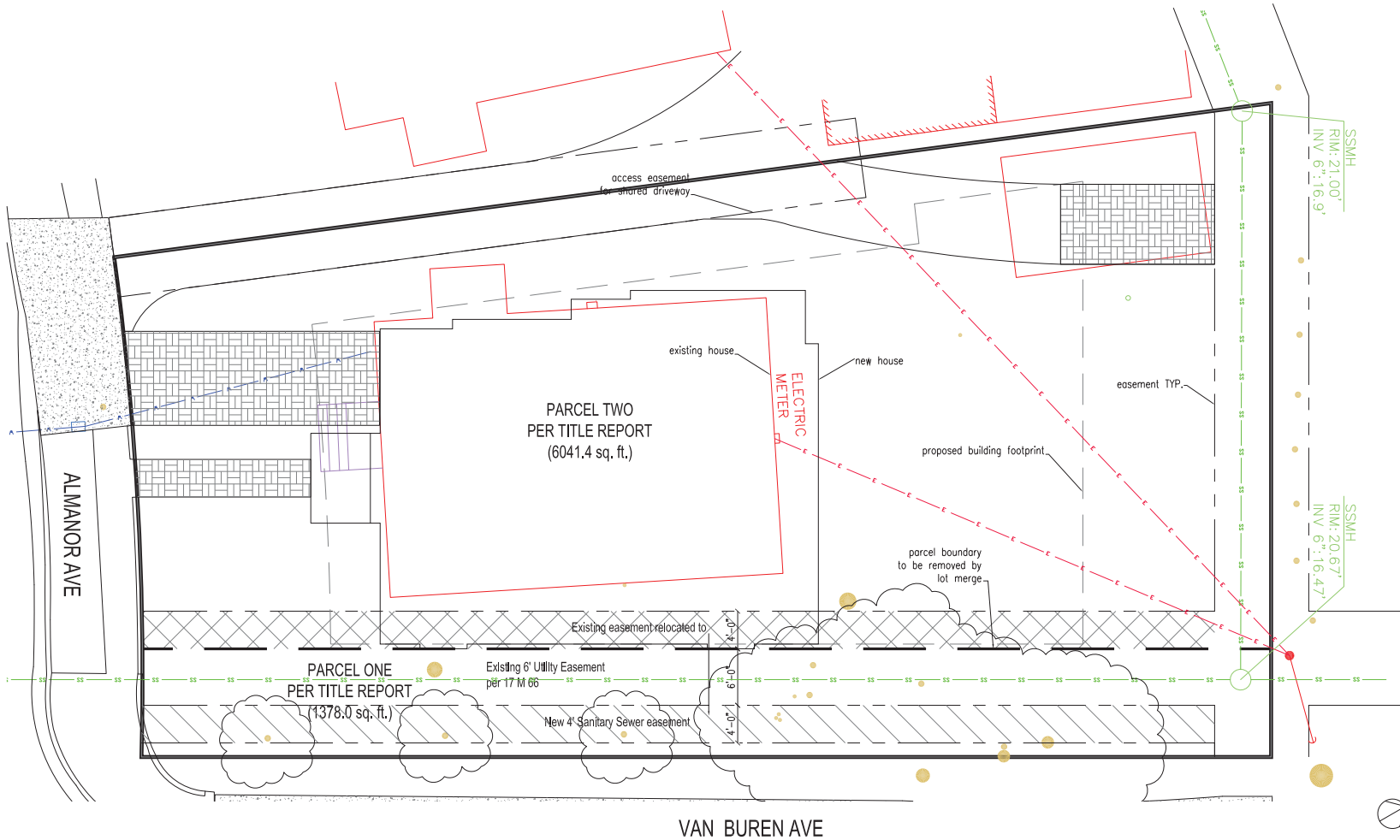
CROUCH RESIDENCE
1049 ALMANOR AVE, MENLO PARK, CA 94025

DATE: 05/17
FILE: A1.5 STREETScape.DWG
DRAWN BY: David Crouch

REV.	DATE	DESCRIPTION
1.0	05/17	Plan submitted
2.0	1/20/18	Use Permit Re-42430
3.0	2/12/18	Use Permit Re-42430.2

STREETScape

A1.5



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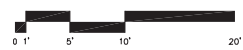
DATE: 2/15/17
 FILE: A1.6 EASEMENT RELOCATION.DWG
 DRAWN BY: David Crouch

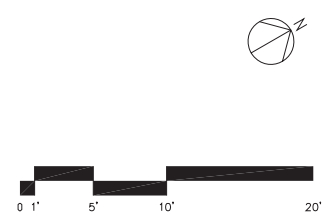
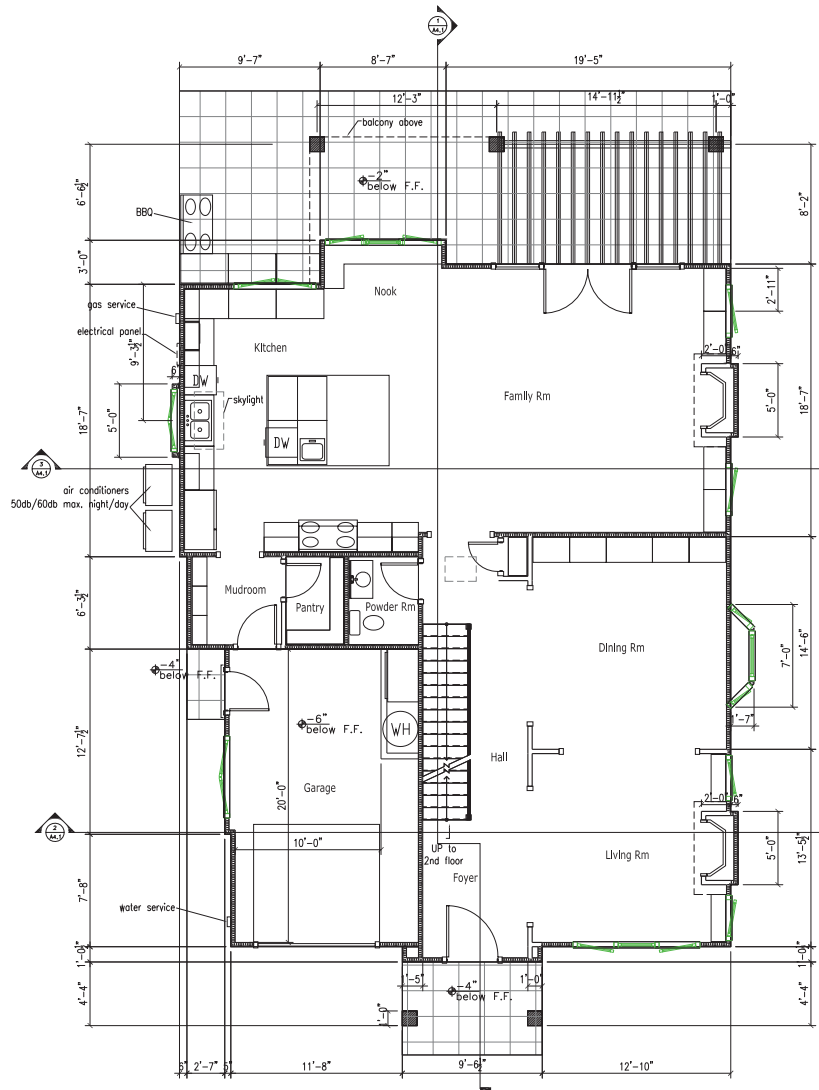
REV.	DATE	DESCRIPTION
1.0	2/15/17	Plan Issued

EASEMENT RELOCATION

A1.6

LOT MERGER & EASEMENT RELOCATION
 3/16" = 1'-0"





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

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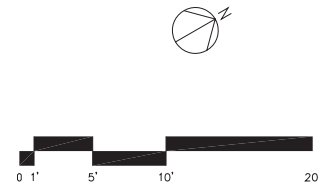
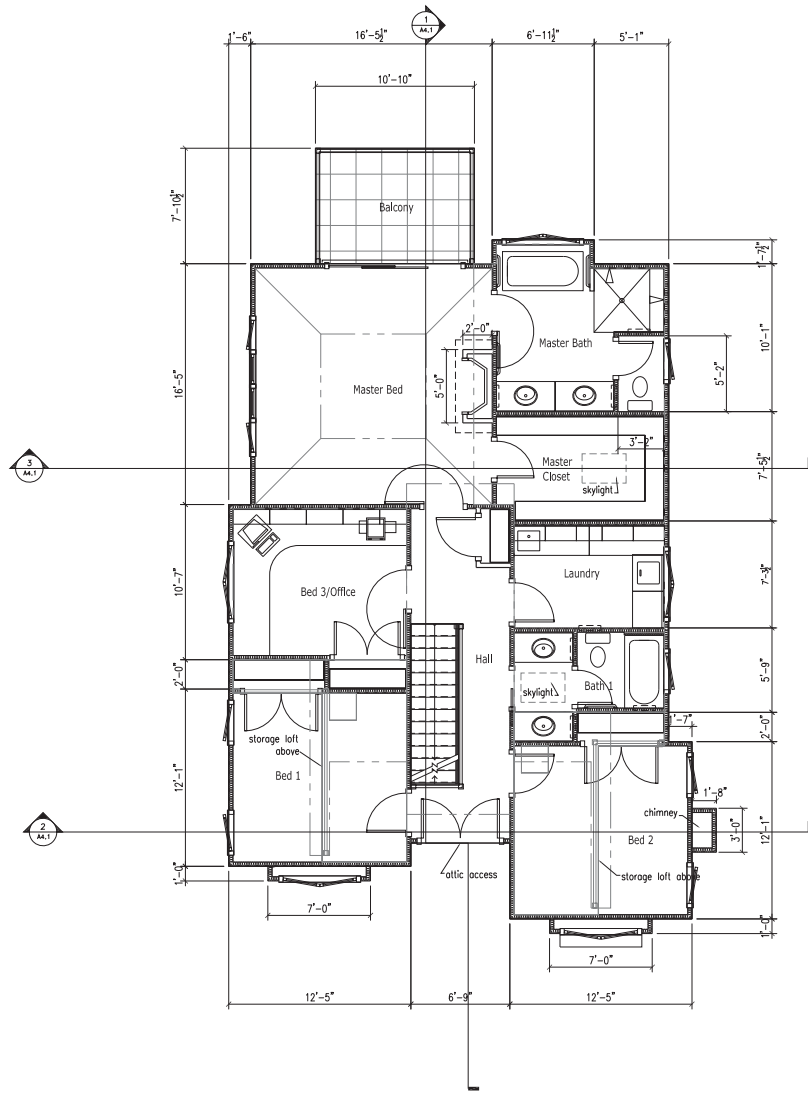
CROUCH RESIDENCE
1049 ALMANOR AVE, MENLO PARK, CA 94025

DATE: 8/5/17
FILE: A2.3 1ST FLOOR PLAN.DWG
DRAWN BY: David Crouch

REV.	DATE	DESCRIPTION
1.0	8/5/17	Final Issued

1ST FLOOR PLAN

A2.3



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

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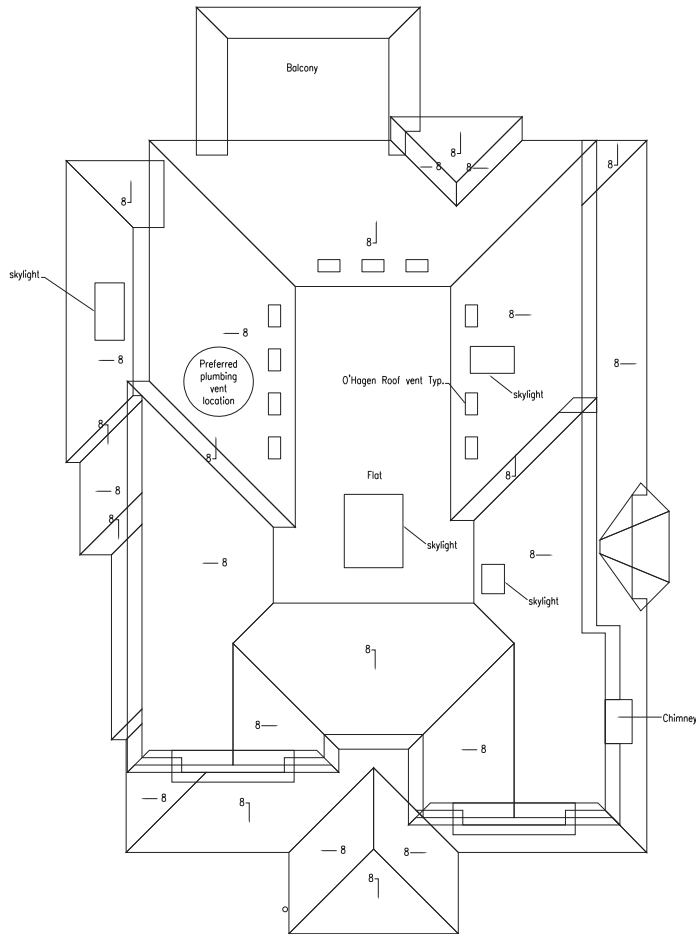
CROUCH RESIDENCE
 1049 ALMANOR AVE., MENLO PARK, CA 94025

DATE: 8/5/17
 FILE: A2.4 2ND FLOOR PLAN.DWG
 DRAWN BY: David Crouch

REV.	DATE	DESCRIPTION
1.0	8/5/17	Final submittal

2ND FLOOR PLAN

A2.4



NOTES

1. Gable soffit overhang shall be 12" finished. Hip soffits shall be 12" finished. Overhangs at porch ends shall be 6" TYP.
2. Adjust overhangs in the field to align fascia.
3. The soffits shall be closed and finished with 6" V-groove rustic trim boards.
4. Plumbing and HVAC vents shall penetrate the roof at an approved vent location as indicated on the plans.
5. Roof slopes specified are in the ratio "X in 12" where "X" is the roof slope.

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

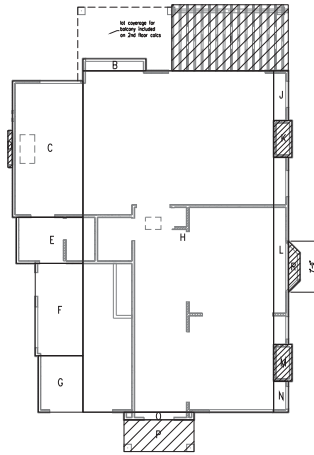
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CROUCH RESIDENCE
1049 ALMANOR AVE., MENLO PARK, CA 94025

DATE: 05/17		
FILE: A2.5 ROOF PLAN.DWG		
DRAWN BY: David Crouch		
REV.	DATE	DESCRIPTION
1.0	05/17	Plan submitted
2.0	1/20/18	Use Permit Revisions
3.0	2/13/18	Use Permit Revisions 2

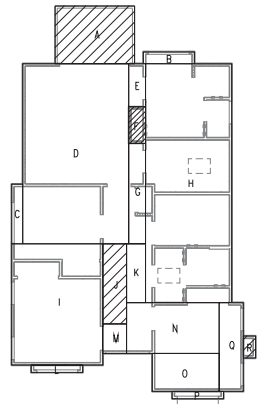
ROOF PLAN

A2.5



1ST FLOOR SQ. FT. CALCS
10-1-13

SQUARE FEET CALCULATIONS			
AREA	F.A.L.	LOT COV.	NOTES
A			
B	13.95	13.95	
C	178.10	178.10	
D	3.33		Boy Window
E	57.00	57.00	
F	81.92	81.92	
G	48.77	48.77	
H	1210.11	1210.11	
I	142.88		Trellis
J	13.58	13.58	
K	12.50		Fireplace
L	51.04	51.04	
M	12.50		Fireplace
N	8.46	8.46	
O	9.94	9.94	
P	41.36		Porch
Q			
R	6.58		Boy Window
	1670.87	1892.02	SQ. FT.



2ND FLOOR SQ. FT. CALCS
10-1-13

SQUARE FEET CALCULATIONS			
AREA	F.A.L.	LOT COV.	NOTES
A		85.31	Balcony
B	11.19		
C	12.21		
D	355.07		
E	13.42		Fireplace
F			
G	31.40		
H	382.85		
I	205.19		
J			Stairs
K	20.73		
L	7.00		
M	13.08		
N	97.52		
O	47.15		
P	6.92		
Q	39.77		
R			Chimney
	1233.30	85.31	SQ. FT.

SQUARE FEET SUMMARY		
	F.A.L.	LOT COV.
1st Floor	1670.87	1892.02
2nd Floor	1233.30	85.31
	2904.17	1977.33

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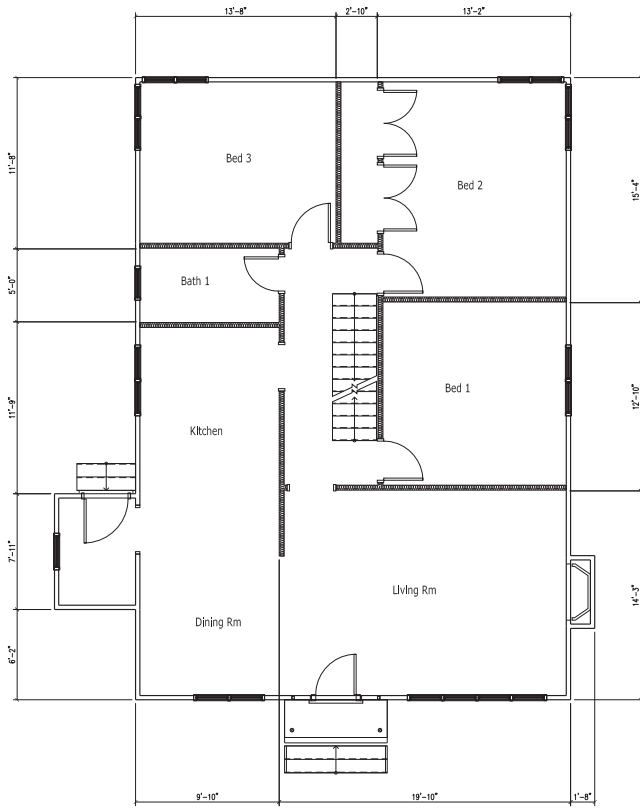
CROUCH RESIDENCE
1049 ALMANOR AVE, MENLO PARK, CA 94025

DATE: 05/17
FILE: A2.6 SQ. FT. CALCS.DWG
DRAWN BY: David Crouch

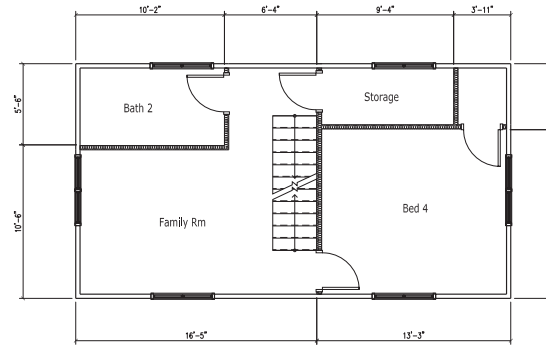
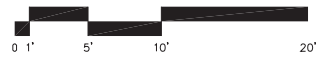
REV.	DATE	DESCRIPTION
1.0	05/17	Final submittal

SQUARE FEET CALCULATIONS

A2.6



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



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

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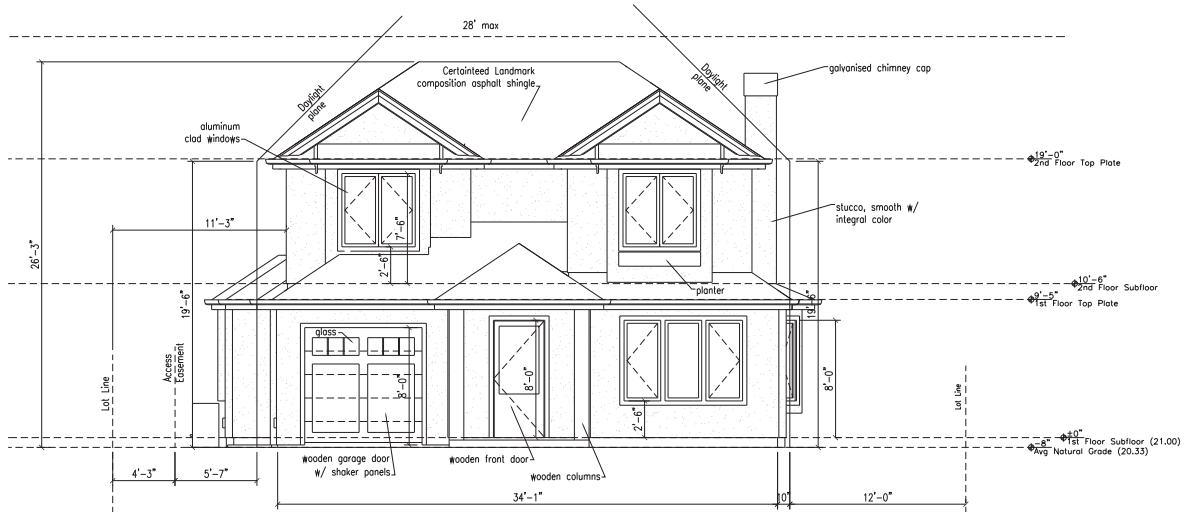
CROUCH RESIDENCE
1049 ALMANOR AVE, MENLO PARK, CA 94025

DATE: 8/5/17
FILE: A2.7 EXISTING FLOOR PLANS.DWG
DRAWN BY: David Crouch

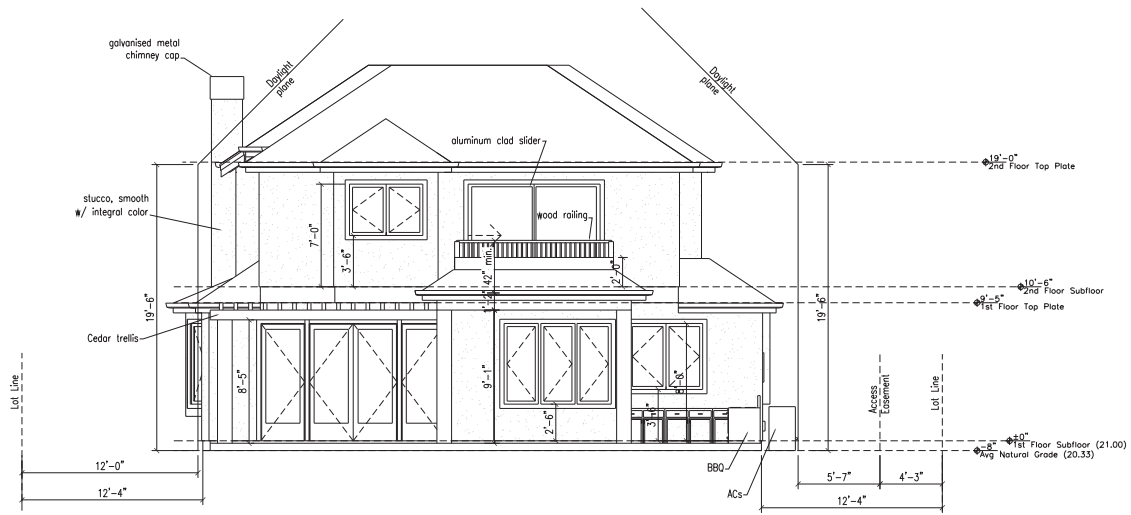
REV.	DATE	DESCRIPTION
1.0	8/5/17	Final Issued

EXISTING
FLOOR
PLANS

A2.7



1 FRONT ELEVATION
1/4" = 1'-0"



2 REAR ELEVATION
1/4" = 1'-0"

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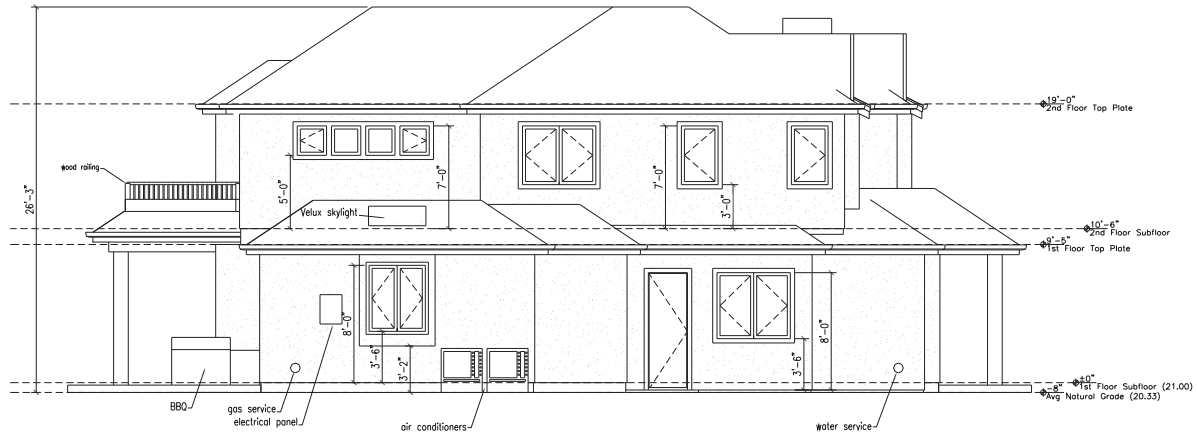
CROUCH RESIDENCE
1049 ALMANOR AVE, MENLO PARK, CA 94025

DATE: 05/17
FILE: A3.1 FRONT & REAR ELEVATIONS.DWG
DRAWN BY: David Crouch

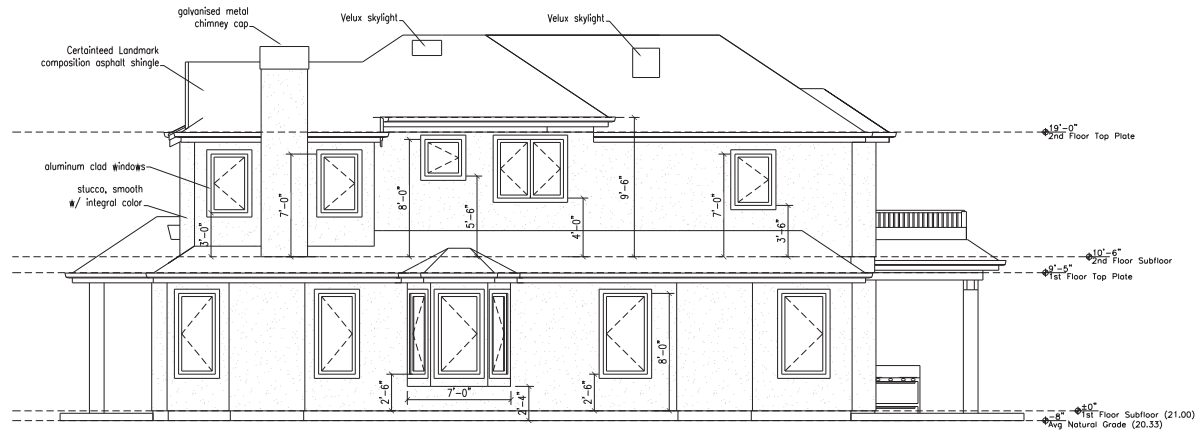
REV.	DATE	DESCRIPTION
1.0	05/17	Final submittal
2.0	11/30/18	Use Permit Revisions

FRONT & REAR ELEVATIONS

A3.1



1 LEFT ELEVATION
1/4" = 1'-0"



2 RIGHT ELEVATION
1/4" = 1'-0"

DAVID CROUCH
10725 Marinwood Way
Cupertino, CA 95014
Ph: (650) 387 8974
dave@davidcrouchcustomhomes.com

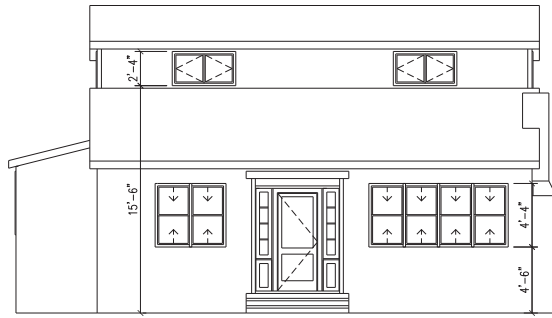
CROUCH RESIDENCE
1049 ALMANOR AVE, MENLO PARK, CA 94025

DATE: 05/17
FILE: A3.2 LEFT & RIGHT ELEVATIONS.DWG
DRAWN BY: David Crouch

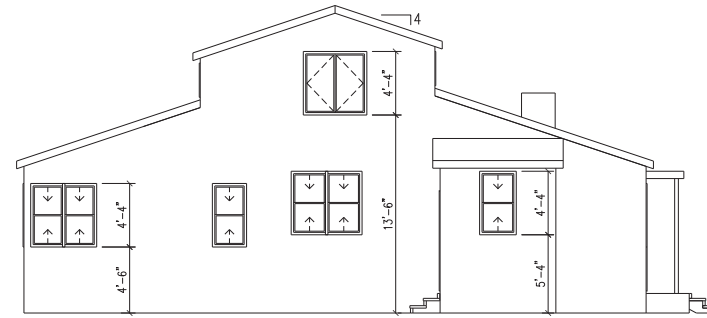
REV.	DATE	DESCRIPTION
1.0	05/17	Final isometric

LEFT &
RIGHT
ELEVATIONS

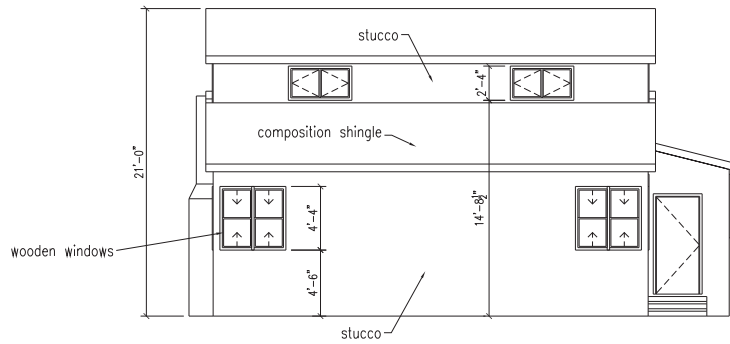
A3.2



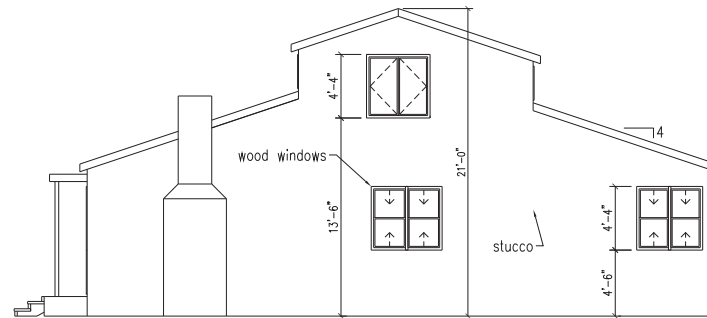
1 FRONT ELEVATION
1/4" = 1'-0"



2 LEFT ELEVATION
1/4" = 1'-0"



3 REAR ELEVATION
1/4" = 1'-0"



4 RIGHT ELEVATION
1/4" = 1'-0"

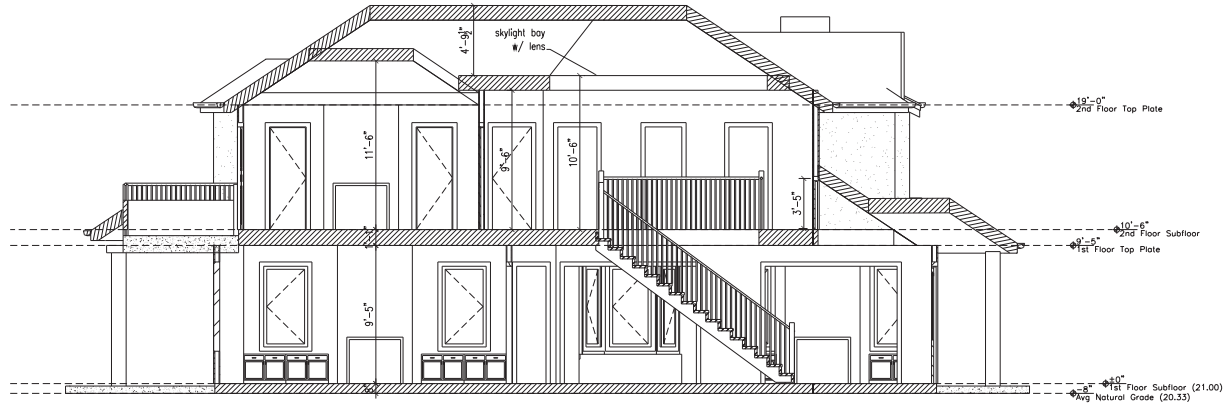
DAVID CROUCH
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CROUCH RESIDENCE
1049 ALMANOR AVE, MENLO PARK, CA 94025

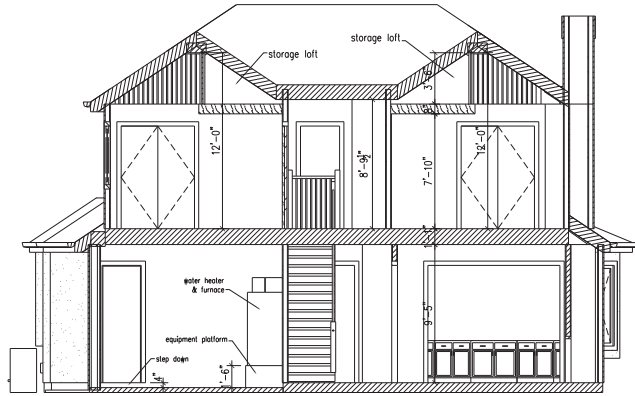
DATE:	05/17	
FILE:	A3.3 EXISTING FRONT & REAR	
PREPARED BY:	DAVID CROUCH	
DRAWN BY:	DAVID CROUCH	
REV.	DATE	DESCRIPTION
1.0	ISSUE	FILE ARCHIVE

EXISTING ELEVATIONS

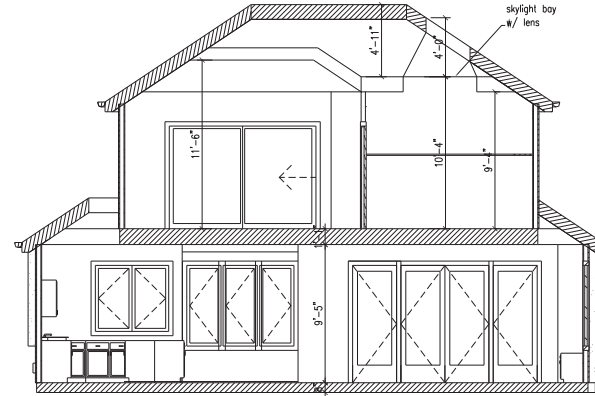
A3.3



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



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



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

DAVID CROUCH
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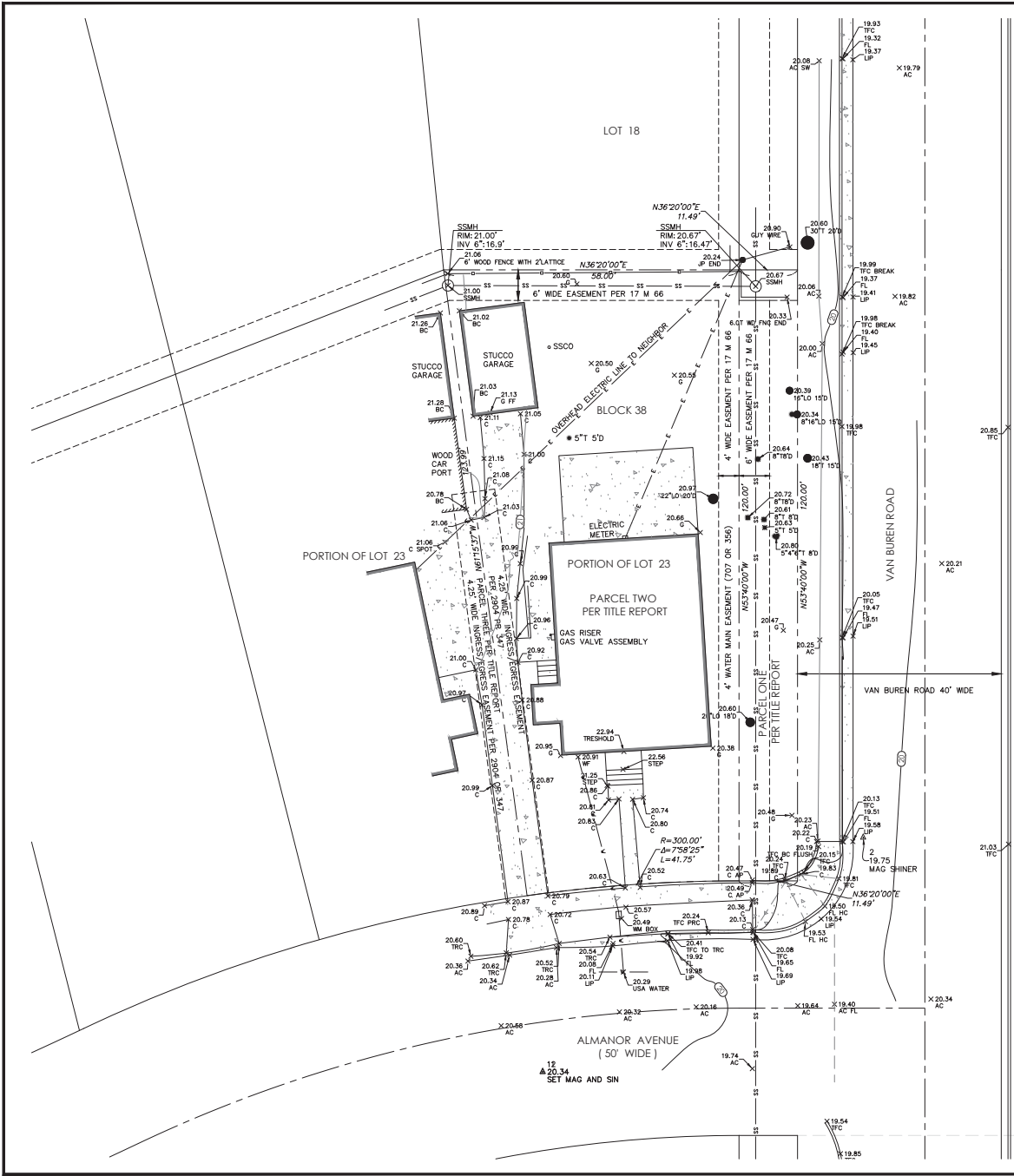
CROUCH RESIDENCE
1049 ALMANOR AVE, MENLO PARK, CA 94025

DATE: 05/17
FILE: A4.1 CROSS SECTIONS.DWG
DRAWN BY: David Crouch

REV.	DATE	DESCRIPTION
1.0	05/17	FROM ARCHITECT

CROSS SECTIONS

A4.1



LEGEND:

---	BOUNDARY LINE	AC	ASPHALT
---	CENTER LINE	AD	AREA DRAIN
---	EASEMENT LINE	AR	ACCESSIBILITY RAMP
---	ORIGIN LOT LINES	BC	BUILDING CORNER
●	FOUND MONUMENT	BP	BACK FLOW PREVENTOR
○	HIGH VOLTAGE	BR	BOLLARD POLE
○	GAS	BRC	BACK ROLL CURB
○	WATER	BRK	BRICK
○	TELEPHONE	C	CONCRETE
○	SEWER	CB	CATCH BASIN
○	STORM DRAIN	CLF	CHAIN LINK FENCE
○	TV CABLE	CO	CLEAN OUT
○	ELECTRICAL	EB	ELECTRIC BOX
○	STREET LIGHT	EL	ELECTRIC
○	IRRIGATION	EM	ELECTRIC METER
○	UNKNOWN	EP	ELECTRIC PANEL
○	AREA LIGHT	ER	ELECTRIC RISER
○	FIRE HYDRANT	FL	FLOW LINE
○	FOUND MONUMENT	FTR	FOOTER
○	POWER POLE	GND	GROUND
○	TRAFFIC SIGNAL	GB	GRADE BREAK
○	SANITARY SEWER MANHOLE	GM	GAS METER
○	SIGN	GR	GAS RISER
○	STORM DRAIN MANHOLE	GVA	GAS VALVE ASSEMBLY
○	SURVEY CONTROL POINT	GW	GLY WIRE
○	WATER VALVE	HB	HEDDER BOARD
○	SITE BENCH MARK	HVD	HYDRANT
		ICV	IRRIGATION CONTROL VALVE
		INV	INVERT ELEVATION
		IP	IRON PIPE
		IRB	IRRIGATION CONTROL BOX
		JP	JOINT UTILITY POLE
		LT	LIGHT
		LTP	PARKING LIGHT OVERHEAD
		LTS	PARKING LIGHT STREET
		MVN	SURVEY MONUMENT
		CH	OVERHEAD UTILITY LINES
		PBMH	PACIFIC BELL MAN HOLE
		PED	PEDISTALL
		RPC	ROLLED CONCRETE PIPE
		RD	ROAD
		RIM	MANHOLE RIM ELEVATION
		RSR	UTILITY RISER
		RW	REDWOOD TREE
		SB	TRAFFIC SIGNAL BOX
		SD	STORM DRAIN
		SDMH	STORM DRAIN MANHOLE
		SS	SANITARY SEWER
		SSCO	SANITARY SEWER CLEAN OUT
		SSMH	SANITARY SEWER MANHOLE
		SW	SIDEWALK
		T	TREE (SPECIES NOT IDENTIFIED)
		TOE	TOP-FACE OF CURB
		TOP	TOP OF SLOPE
		TRC	TOP OF ROLL TYPE CURB
		TRW	TOP OF RETAINING WALL
		TS	TRAFFIC SIGNAL
		UB	UTILITY BOX
		VCP	VITRIFIED CLAY PIPE
		WF	WATER FACET
		WM	WATER METER
		WTR	WATER
		VV	WATER VALVE

BENCH MARK:
 N.E.S. BENCH MARK 9975
 ELEVATION: 22.03 (NAVD 88)
 DESCRIPTION: BRASS DISC SET IN CONCRETE BASE, STAMPED "9975"
 AT THE INTERSECTION OF VAN BUREN ROAD AND
 HENDERSON AVENUE BEHIND THE BACK OF RAMP AT THE
 NORTHWESTERLY CURB RETURN

BASIS OF BEARINGS:
 THE BEARING NORTH 53°40'00" WEST BEING THE BEARING OF VAN BUREN ROAD, AS ESTABLISHED
 BY SPLIT OF INSTRUMENTS AND SHOWN ON THAT CERTAIN RECORD OF SURVEY NUMBERED 3311
 FILED FOR RECORD IN VOLUME 37 OF L.L.S. MAPS, PAGE 14, SAN MATEO COUNTY RECORD.

UTILITY NOTE:

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

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

TITLE NOTE:
 THIS SURVEY WAS PREPARED FROM INFORMATION FURNISHED IN A PRELIMINARY TITLE REPORT, PREPARED BY CHICAGO TITLE COMPANY DATED NOVEMBER 30, 2016 ESCROW NUMBER FWO-3771600489 SB. NO LIABILITY IS ASSUMED FOR MATTERS OF RECORD NOT STATED IN SAID PRELIMINARY REPORT THAT MAY AFFECT THE TITLE, OR EXCEPTIONS, OR EASEMENTS OF THE PROPERTY.

TOPOGRAPHIC SURVEY NOTE:

1. PHYSICAL ITEMS SHOWN ON THIS SURVEY ARE LIMITED TO THOSE SURFACE ITEMS VISIBLE AS OF THE DATE OF THIS SURVEY.
2. CONTOUR INTERVAL = 1 FEET

SURVEYOR'S STATEMENT
 THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION.

Brett Chappell 3/15/2017
 BRETT J. CHAPPELL DATE:
 PROFESSIONAL LAND SURVEYOR NO. 7547
 LICENSE NUMBER 7547
 EXPIRATION DATE: DECEMBER 31, 2017



CHAPPELL SURVEYING SERVICES
 680 ESTHER WAY OAKDALE, CA 95361
 PHONE: (209) 845 7694 FAX: (209) 845 7654
 survey@chappell.com
 LAND SURVEYING • GEOGRAPHIC INFORMATION SYSTEMS

BOUNDARY AND TOPOGRAPHIC SURVEY FOR DCCH
 1049 ALMANOR AVENUE
 COUNTY OF SAN MATEO

STATE OF CALIFORNIA
 CITY OF MENLO PARK

Date	1/22/2017	Revisions	
Scale	1"=100'	No.	
Drawn	BAC		
Check	BAC		
Approved	BAC		
Job No.	2017006		

Drawing: 2017006TP

Project Description – 1049 Almanor Ave

2/21/18

INTRODUCTION

My name is David Crouch and I am a designer and builder and owner of 1049 Almanor Ave, Menlo Park. I have been designing and building houses in Menlo Park since 2002 and have built approximately 30 homes in the area including numerous homes that have been approved over the years by the Planning Commission. I was also a resident of Menlo Park up to 2015 when, after becoming a single dad, was forced to move out of the area due to cost. I have two daughters – my eldest who attends Menlo-Atherton High School and my youngest who currently attends La Entrada Middle School but will start Menlo-Atherton High School in the next school year.

I purchased 1049 Almanor Ave because it provided a path for me to move back into the area and be closer to my daughters. Since the current home is in a state beyond reasonable repair, my intent is to build a new home for myself and my daughters, which will provide great support for them due to it being so close to Menlo-Atherton High School. Hence, this project is very personal to me and I urge the Planning Commission to approve its design as is.

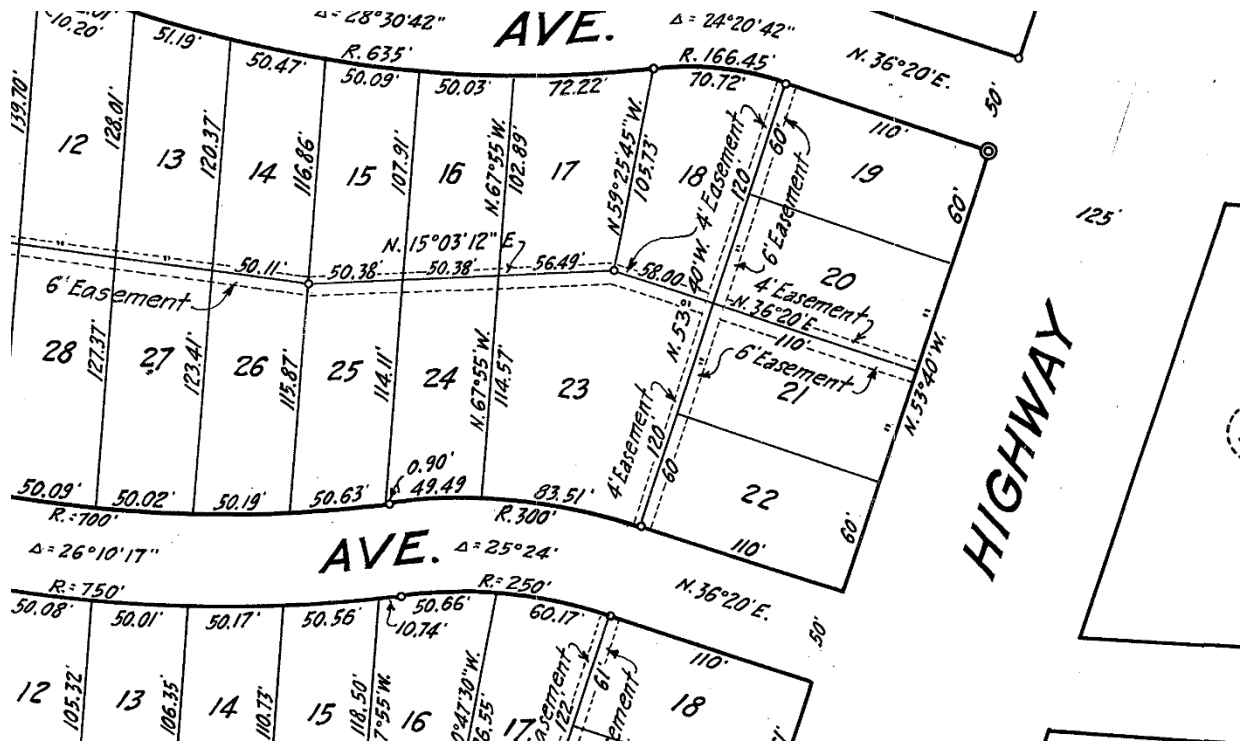
SITE

1049 Almanor Ave, Menlo Park, is located between Middlefield Rd and interstate 101 in the area known as The Flood Triangle. It is zoned R1-U and is a 7419 sq. ft. non-conforming lot due to the minimum width of the lot being 56' at the front setback, which is less than the minimum of 65'. The existing residence is 2 stories of approximately 2017 sq. ft. There is also a detached garage of 268 sq. ft. In 2015 the main house was red-tagged by the City of Menlo Park due to it being unsafe for occupancy.

The lot is a corner lot intersecting with Van Buren Ave, which runs parallel to highway 101 and is separated by ~12' tall noise wall. The lot contains 15 trees (4 heritage), which are in bad condition due to the lack of maintenance. It is also worth noting that there are two heritage-sized street trees on the right side of the lot and there are numerous trees including heritage trees over the back fence on the neighbor's property.

SITE HISTORY

It's important to note that up until recently this lot did not possess the attributes stated above. When the area was zoned in 1929, as shown by the zoning map below (1049 Almanor is parcel no. 23), lots existed where Van Buren Ave currently exists that faced 101. Utility easements were established based on this zoning, often with a 6' easement and a 4' easement straddling the property boundaries at the rear, providing a 10' easement in total. For 1049 Almanor Ave (parcel no. 23) this meant a 6' at the rear and a 4' easement on the right side. On the opposite side of the right-side fence a 6' easement was established in the rear of the now-defunct properties facing 101. Trees were also strategically placed on these lots relative to the property boundaries. Many of the trees on the right side of 1049 Almanor were planted when this property boundary was relevant and marked by a fence.



Due to the widening of 101 the lots facing 101 were all but removed (parcels 18-22 in the zoning map above). The widening resulted in the creation of Van Buren Ave, leaving a ~11.5' wide strip of land at the rear of these lots that was attached to the adjacent lots on the perpendicular streets. That is, 1049 Almanor Ave is made up of the original parcel (#23) plus the remnants of lots on it's right side that once faced 101 (#21 & #22).

In the 1950s parcel #23 was subdivided – essentially split in half, creating 1047 Almanor and the current 1049 Almanor. Due to the narrow lot widths at the front, a shared access easement approximately 8.5' wide was established that straddles the left-side property line to accommodate a shared driveway.

Before undertaking this project, 1049 Almanor Ave was a lot that had been modified multiple times over the years leaving a building site that included numerous challenges. My initial work on the project was to merge the 3 parcels on the lot into one. In parallel I worked with the City and utility companies to relocate the unused 4' easement down the right side of the property to the other side of the 6' easement to an unused space in the side setback.

The parcel map below shows the 4' easement that was relocated. It also shows the parcel line to be removed via a lot merger as denoted by the bold dashed line. The lot merger is almost complete and the easement relocation is also substantially complete pending final approvals from the Planning Commission and City Council.

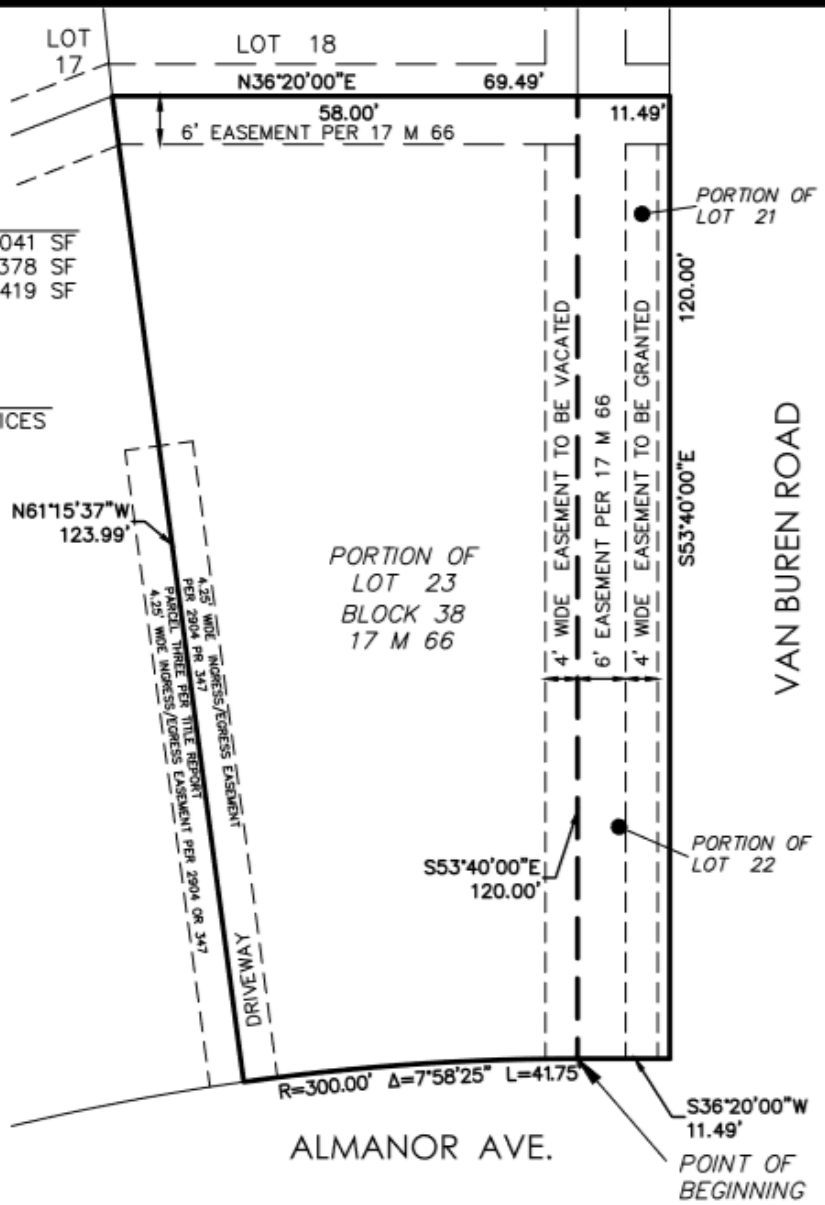


AREAS

EXISTING PARCEL 1:	6,041 SF
EXISTING PARCEL 2:	1,378 SF
MERGER PARCEL :	7,419 SF

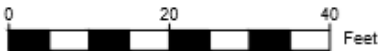
MAP PREPARATION

CHAPPELL SURVEYING SERVICES
 BRETT J. CHAPPELL, PLS
 680 ESTHER WAY
 OAKDALE, CA 95361
 (209)845-9694



LEGEND:

- BOUNDARY LINE
- BOUNDARY LINE TO ELIMINATE EXISTING LINE



"EXHIBIT B: LOT MERGER"



CHAPPELL SURVEYING SERVICES
 LAND SURVEYING
 GEOGRAPHIC INFORMATION SYSTEMS

680 Esther Way
 Oakdale, CA 95361
 (209) 845 9694

Job No. 2017006
 By BJC
 Ck By BJC
 Date 10/31/2017
 Scale: 1"=20'
 Sheet 1 of 1

From this point on the project description assumes the completed lot merger and easement relocation characteristics.

PROJECT

The existing house at 1049 Almanor Ave is in disrepair and has been for years. It was tagged by the City in 2015 as uninhabitable and “Unsafe – do not enter or occupy”. The cost to remodel the existing house to make it habitable and bring it to current codes is similar to the cost of constructing a new house. The house also violates the left-side property setback. The decision to demolish the existing house was obvious.

The proposed project involves demolishing the existing 2 story stucco residence and detached garage and replacing it with a new 2 story residence with attached garage and one uncovered parking space. The new residence has a stucco exterior, aluminum clad windows, and long-life composition shingle roof.

LOT SETBACKS

The front and rear setbacks for the lot are 20 feet. The right-side setback is 12 feet due to being on a corner. The left side setback is 9'-10" and is comprised of a 4'-3" access easement and 5'-7" side property setback.

The existing house impedes the left side setback by approximately 5'.

EXISTING EASEMENTS

There are now 3 easements on the lot – 2 utility easements and 1 access easement. The access easement is for a driveway that is shared with 1047 Almanor Ave. The City sewer servicing the area runs along the utility easements at the back of the property and down the right side of the property. The Coast Live Oak heritage tree tagged #1 on the right side of the property sits on top of the City sewer in the easement. West Bay Sanitary expressed their desire for this tree to be removed in communication for the easement relocation.

HOUSE

The shape of the lot proved to be challenging. While it is ~7418 sq. ft. the building footprint is only ~34' wide at the front setback – even after the easement relocation and lot merger. This translates to a foyer and two rooms across the front elevation.

A 2-car attached garage was not feasible due to the narrow lot at the front setback. Furthermore, a 2-car detached garage was also not feasible since the 2nd space would have been centered in the backyard due to the easements and hence difficult to access from the shared driveway while access from Van Buren would have meant the backyard was filled with a garage and driveway.

I was essentially forced to separate the parking spaces – one being an attached single car garage and the 2nd being a parking space at the rear of the property accessible from the shared driveway. Due to the location of the existing shared driveway and the danger of locating the driveway close to a corner, it made sense to locate the attached garage on the left side of the house.

The 1st floor is of similar size to that of the existing house. Due to having an attached garage the 1st floor footprint extends approximately 4' further back from the existing house and 4' to the right. The only windows in the livable area that view the neighbor's property to the left is the kitchen window.

The 2nd floor is set in from the 1st floor footprint. This resulted in the volume falling well within the daylight planes on both sides of the house. To help preserve privacy for the neighbor to the left, the sill height of the master bedroom windows on the left side was set high at 5'. The master bedroom also has a small balcony, but I have designed a pony well around the balcony to again help preserve privacy with the neighbors' property.

I placed bathrooms, laundry, closet etc. on the right side of the 2nd floor to provide a sound barrier for the bedrooms from the noise from 101.

The maximum height for houses zoned R1-U is 28'. However, the 1049 Almanor house has a height of 26'-3", which is ~2' less than the maximum.

Lastly, I pursued a somewhat symmetrical/balanced, humble front elevation to fit in with the understated charm of the street.

TREES

The property contains 14 trees on the right side, which provides some screening for the noise coming from 101. The project arborist, Mayne Tree Experts, recommended that: -

1. Tree #1 be removed due to it sitting on top of the City sewer and is also close to the building footprint. It is a Coast Live Oak of heritage size.
2. Tree #2 be removed since it is within the building footprint. It is not a heritage tree.
3. Tree #3 be removed since it is against the building footprint and is of bad form due to being crowded by the adjacent trees. It is a Coast Live Oak of heritage size.
4. Tree #4, which comprises 7 stems, be removed due to them being a weed.
5. Tree #5 be removed due to it being a weed.
6. Tree #6, a street tree, be removed because it is dead.

The arborist recommended to remove a total of 12 trees. However, the trees play an important role in softening the right side of the house as well as absorbing sound from 101 so upon commencing the design I decided to only remove the trees which could affect the integrity of the house and/or the City sewer, which are trees #1-#3.

However, since trees #1 & #3 are heritage trees and their removal is not guaranteed, I designed the house without needing modification to retain the trees should that be the direction of the Planning Commission.

The City arborist approved the removal of tree #3, which is a heritage tree. The City arborist also recommended the removal of trees #4-#7. While I think this is necessary to improve the tree line overlooking Van Buren Ave and 101, I object to the immediate removal of all trees in one on go – I think it should be implemented as part of a long-term plan. The current tree line plays an important role of screening 101 and its immediate removal in it's entirety will have major negative impacts to my family's living experience.

While tree #6 is dead, trees #4, #5, and #7 provide important screening for privacy and noise from 101. Without this screening I will have master bathroom windows exposed to motorists on 101. I propose that replacement of these trees occur over a number of years – allowing a replacement tree to grow before removing the next tree.

Regarding tree #1, a heritage Coast Live Oak, I applied to remove the tree due to its location on top of the City sewer, it's average health, and it's lean over the City sidewalk. From experience building in Menlo Park and working with existing large trees, and from working with West Bay Sanitary, I've learned that if a large tree growing near a sewer has not impacted a sewer, it will with time. I have also had to absorb the cost of damage to my landscaping due to West Bay Sanitary needing to do sewer work on my property. Oak tree #1 sits directly over the top of the City's 8" sewer main, which captures feeds from smaller sewer mains on the adjacent streets. Sewer damage from this tree will greatly impact the neighborhood.

For prior projects I have observed two large Oak trees that were initially declined for removal by the City almost cause injury on two separate occasions. A large branch on one of them fell onto Grace Dr, blocking the road and almost hitting a car. Regarding the 2nd tree that was located in my clients' backyard – a tree held together by wires due to its failing health - a large branch fell while their children were playing in the backyard. On both of these occasions potential tragedy was avoided through luck. I don't want the liability of relying on luck to avoid injury from main branches falling onto the City's sidewalk. I am stating this for the record and ask that the Planning Commission seriously consider my concerns.

If the reasons for my concerns for keeping tree #1 didn't exist, I would be positive on keeping the tree. I do like how it provides screening from 101 and how it frames the house with Van Buren Ave. In the alternative I have worked to come up with a structural plan that will successfully retain the tree with little impact should the Planning Commission decide that it should be retained.

Tree #1 is located ~6' from the existing house. A 1'x1' exploratory trench was hand dug just outside the line of where the new foundation will be located to determine what roots could be damaged. Only 3-4 small roots (~1") were found and one of them had been cut due to a fence that used to run along the old property boundary. Furthermore, concrete fence post footings were found every 6' feet with one of them located in approximately the same location as the pad footing for the front-right corner of the new house. That is, the new pad footing will have minimal impact on the Oak tree's roots.

I like trees and have built multiple houses close to Oak trees to successfully retain them. The pictures below show a house I recently designed and built in Atherton. I'm very proud to say that I designed this estate around all the existing trees, including keeping the large Oak tree at the right of the garage.





The Oak tree on the right side of the garage in the picture above is approximately 24” in diameter – larger than Oak tree #1 on the Almanor site. The base of the Oak is approximately 12” from the foundation of the garage – much closer to the structure than what tree #1 will be. When building the garage we modified the roof line accordingly to accommodate the trunk of the tree.

WHAT I AM PROPOSING FOR THE FOUNDATION FOR 1049 ALMANOR AVE IS MUCH MORE TREE-FRIENDLY THAN THE FOUNDATION FOR THE GARAGE ABOVE. FURTHERMORE, OAK TREE #1 WILL BE 3X FURTHER AWAY FROM THE HOUSE THAN WHAT THE OAK TREE IS TO THE GARAGE IN THE PICTURE ABOVE. THAT IS, OAK TREE #1 CAN BE RETAINED SUCCESSFULLY WITHOUT ANY DESIGN CHANGES TO THE PROPOSED HOUSE.

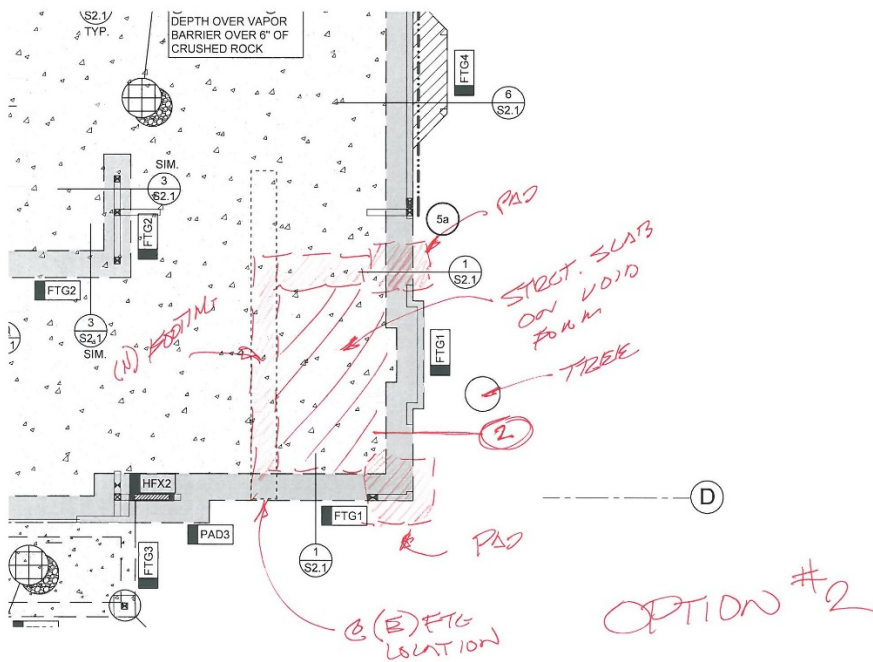
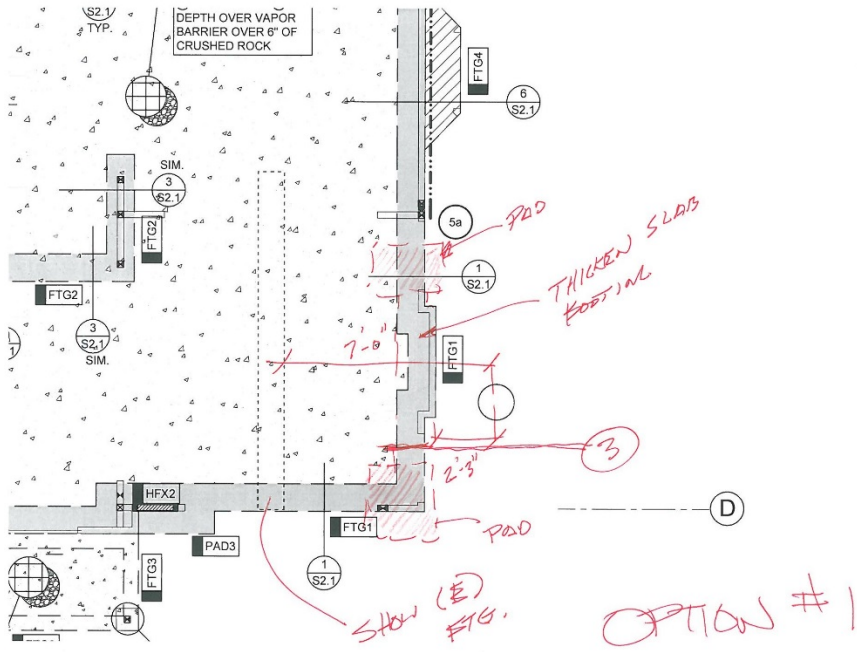
During an application I presented to the Planning Commission in 2012, Commissioner Riggs said “David, you are the first applicant I have seen come before the Commission and propose moving a house closer to a heritage Oak tree”.

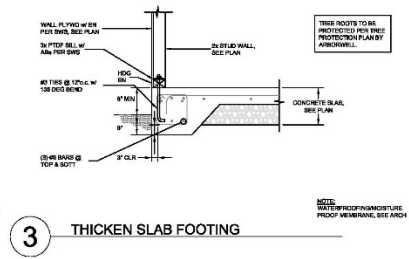
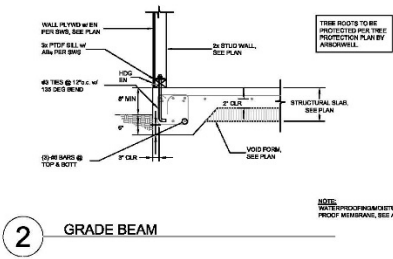
The application was approved, the house was built within 5’ of the heritage Oak, and everybody was happy. The tree remained and is still there today in a healthy condition.

As for other trees, there is an existing street tree at the front of the property that needs to be relocated on the front of the property as to not block the new driveway. The street tree is about a year old and 3/4” in diameter.

Lastly, I have added 3 street trees to the right side of the property and one heritage tree replacement in the backyard to compensate for the trees being removed.

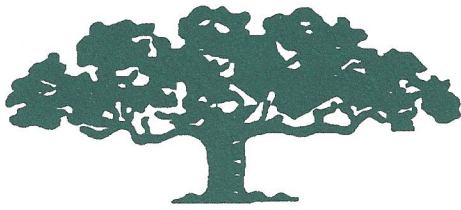
STRUCTURAL DETAILS AT TREE #1





NEIGHBORS

I have spoken to neighbors about the project immediately to the left, behind, and directly across the road. I also met with a neighbor, Carolyn Ordonaz, at the site to discuss the tree situation related to my project.



Mayne Tree Expert Company, Inc.

ESTABLISHED 1931

STATE CONTRACTOR'S LICENSE NO. 276793

CERTIFIED FORESTER • CERTIFIED ARBORISTS • PEST CONTROL • ADVISORS AND OPERATORS

RICHARD L. HUNTINGTON
PRESIDENT

JEROMEY INGALLS
CONSULTANT/ESTIMATOR

535 BRAGATO ROAD, STE. A
SAN CARLOS, CA 94070-6311

TELEPHONE: (650) 593-4400
FACSIMILE: (650) 593-4443
EMAIL: info@maynetree.com

June 28, 2017
(Revised February 13, 2018)

Mr. David Crouch
16 Anderson Wy.
Menlo Park, CA 94025

Dear Mr. Crouch,

RE: 1049 ALMANOR AVENUE, MENLO PARK

At your request, I visited the above-referenced site on June, 19, 2017. The purpose of my visit was to inspect and comment on the trees located on the property and within 10 feet of the property line larger than 8 inches in diameter.

Limitations of this Report

This report is based on a visual-only inspection that took place from ground level. I accept no responsibility for any unseen or undocumented defects associated with the trees in this report.

Method

Each tree was identified and given a number. This number was scribed onto a metal foil tag and placed at eye level on the trunk of the tree. This number has also been placed on to a corresponding site map to show the approximate locations of the trees on the property. The diameter of each tree was found by measuring 54 inches above the natural grade as described in the City of Menlo Park Heritage Tree Ordinance. The height and canopy spread of each tree was estimated to give the tree's approximate dimensions. A condition rating has also been given to the trees. This rating is based on form and vitality and can be further defined by the following table:

0	–	29	Very Poor
30	–	49	Poor
50	–	69	Fair
70	–	89	Good
90	–	100	Excellent

Lastly, a comments section has been included to give more individual detail about the trees and their surroundings.

Tree Survey

Tree #	Species (Common)	Diameter (inches)	Condition (percent)	Height (feet)	Spread (feet)	Comments
1	Coast Live Oak	20.0	50	35	27	Root crown covered; located directly over the City's main sewer line; codominant at 5 feet with included bark; codominant at 10 feet with included bark; abundance of interior deadwood; healthy canopy; 7 feet from foundation of home; leans to the east.
2	Catalina Cherry	6.3	60	25	18	Growing along the foundation of the home; multi-stem top at 15 feet; good vigor and poor location.
3	Coast Live Oak	21.7	50	35	24	Root crown covered; codominant at 5 feet with included bark; abundance of interior deadwood; excess end weight on the lateral limbs; suppressed growth has caused a one-sided canopy growth to the south; poor location and less than 7 feet from the home.
4	Ailanthus	Less than 8"	40	35	20	Group of seven stems all less than 8 inches in diameter; root crowns covered; abundance of interior deadwood.
5	Ailanthus	8.1	40	35	18	Root crown covered; ivy on the lower trunk; codominant at 6 feet with included bark; good vigor, fair form; a moderate amount of interior deadwood.
6	Japanese Privet	17.7	0	20	15	Tree is dead.
7	Coast Live Oak	16.6	55	35	24	Root crown covered; slight lean to the west; codominant at 10 feet with included bark; good vigor, fair form; a moderate amount of interior deadwood.
8	Coast Live Oak	16.2	55	40	27	Root crown covered; slight lean to the west; codominant at 10 feet; moderate amount of interior deadwood; good vigor and fair form.

Tree #	Species (Common)	Diameter (inches)	Condition (percent)	Height (feet)	Spread (feet)	Comments
9	Japanese Privet	37.1	50	35	24	Measured below the multi-stem attachment at 4 feet; root crown covered; ivy on the lower trunk; debris in main attachment at 4 feet; good vigor; moderate amount of interior deadwood; root cracking the sidewalk.
10	Plum	12.0 (est.)	0	15	15	Tree is dead; located on the neighboring property; no tag.
11	Row of Podocarpus	8"-10" (est.)	55	25	18	Located along the rear neighbor's property behind a 7 foot fence; good vigor and screen; no tag.
12	Blue Spruce	10.0 (est.)	65	40	18	Good vigor, fair form; located on the neighboring property; no tag.
13	Oleander & Pittosporum Mixture	10.0 (est.)	50	20	21	Multi-stem; located on the neighboring property. Most of the canopy grows over the property line fence and is resting on the roof of the client's garage.
14	Valley Oak	5.5 (est.)	60	25	15	Sprout from the stump of a previously removed tree; codominant with included bark at 7 feet; has the potential to be a nice tree with corrective pruning.
15	Silver Linden	2.0 (est.)	65	8	2	Street tree located within planter strip.

Observations

This site is in disrepair. The majority of the trees on this site are volunteers. I found no evidence of any recent tree maintenance associated with any of the trees on this site.

Tree #1 is a Coast Live Oak located at the front right corner of the home directly above the main City sewer line. The base of this tree is less than 7 feet from the foundation of the existing home. Soil and other organic material cover the tree's root crown. This tree leans to the east. There is an abundance of interior deadwood and codominant attachments with included bark at 5 feet high and at 10 feet high. Overall, this tree has a healthy canopy, poor form, and is in a poor location.

I believe this tree should be removed due to it being located directly above the main City sewer line and its poor form, which greatly increases the potential for future failures.

Tree #2 is a Catalina Cherry Tree located very near the foundation of the home on the right side. This tree is most likely a volunteer; it has a multi-stem top at 15 feet, good vigor, and is poorly located.

I recommend removal of this tree due to its location on the side of the home. The roots of this tree have a high potential to damage the home in the near future.

Tree #3 is a Coast Live Oak located at the right rear corner of the home. Soil and other organic material cover the root crown of this tree. There is a codominant attachment with included bark at 5 feet, an abundance of interior deadwood, and excess end weight on the lateral limbs. This tree leans to the south and most of the canopy growth is in the same direction. This tree has poor form and good vigor. The base of this tree is less than 7 feet from the foundation of the existing home.

I recommend removal of this tree due to its poor location and form.

Tree #4 is a group of Ailanthus trees located on the right side of the property. There are a total of seven stems each less than 8 inches in diameter. These trees are all volunteers with covered root crowns and all have a moderate amount of interior deadwood.

Ailanthus trees are notorious for being brittle and producing an abundance of volunteers. I believe these are nuisance trees with little value and should be eradicated from the property.

Tree #5 is an Ailanthus tree located at the right rear corner of the home. Soil and other organic material cover the root crown of this tree. It leans to the south, has a two stem attachment at 5 feet, and a one-sided canopy growth to the south.

This tree is an invasive species, has little value, and I strongly recommend removal in the near future.

Tree #6 is a Japanese Privet located along the street on the right side of the home.

This tree is dead and should be removed.

Trees #7 and #8 are both Coast Live Oaks located along the right side of the property. Both of these trees have covered root-crowns, codominant attachments, and good vigor.

These trees need routine tree maintenance that should include exposing the root crowns, deadwood removal, and thinning of the upper canopies.

Tree #9 is a large Japanese Privet located at the right rear corner of the property. It is unclear if this tree is on the property or not. This tree has a multi-stem attachment at 4 feet, ivy on the lower trunk, debris between the stems in the main attachment, good vigor, and poor form. The roots of this tree are cracking and lifting the sidewalk.

I recommend finding out who owns this tree prior to any work being performed on it. If work is to be completed, I recommend exposing the root crown and removing the interior deadwood and debris filling the space between the stems in the main attachment.

Trees #10-#12 are all located along the rear fence line on the neighboring property. Some side trimming of the canopies along the property line fence may be needed in the future.

No work is recommended at this time.

Tree #13 is a combination of an Oleander and a Pittosporum growing from the left rear neighboring property. The upper canopies of these trees are extending significantly over the property line and resting on the roof of the existing garage. These trees have good vigor and poor form.

I recommend cutting the upper canopies back to the fence line to clear the roof of the garage and to establish a clean edge at the property line.

Tree #14 is a Valley Oak located near the left rear corner of the home. This tree is a sprout off of the stump of a previously-removed tree. This sprout is small in diameter, but is approximately 20 feet tall. It has a codominant attachment with included bark at 7 feet and a vigorous canopy.

With proper corrective pruning, I believe this tree has potential to be a good specimen.

Tree #15 is a Silver Linden street tree that has been newly planted. This tree appears to have good vigor and fair form.

Summary

This property is in need of tree maintenance and landscaping. I strongly recommend removal of trees #1-#6 to eliminate potential problems with the foundation of the home, the main city sewer line, and to avoid future failures due to poor form.

Trees #7 and #8 need routine tree maintenance to minimize the potential for future fungal attacks and failures. This maintenance should also reduce or remove potential hazards in the tree, while increasing the aesthetic value of the trees for the future.

No work is needed at this time for trees #9-#12.

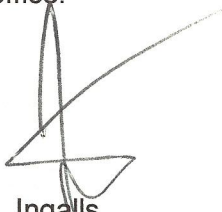
Tree #13 should have the canopy cut back to the property line in order to clear the garage roof and establish a new edge to the canopy.

Tree #14 needs corrective pruning to promote a better form. This tree is less than 6 inches in diameter and could be removed if desired.

Tree #15 needs no work at this time.

All tree work performed as a result of this report should be accomplished by a qualified licensed tree care professional. I believe this report is accurate and based on sound arboricultural principles and practices. If I can be of further assistance, please contact me at my office.

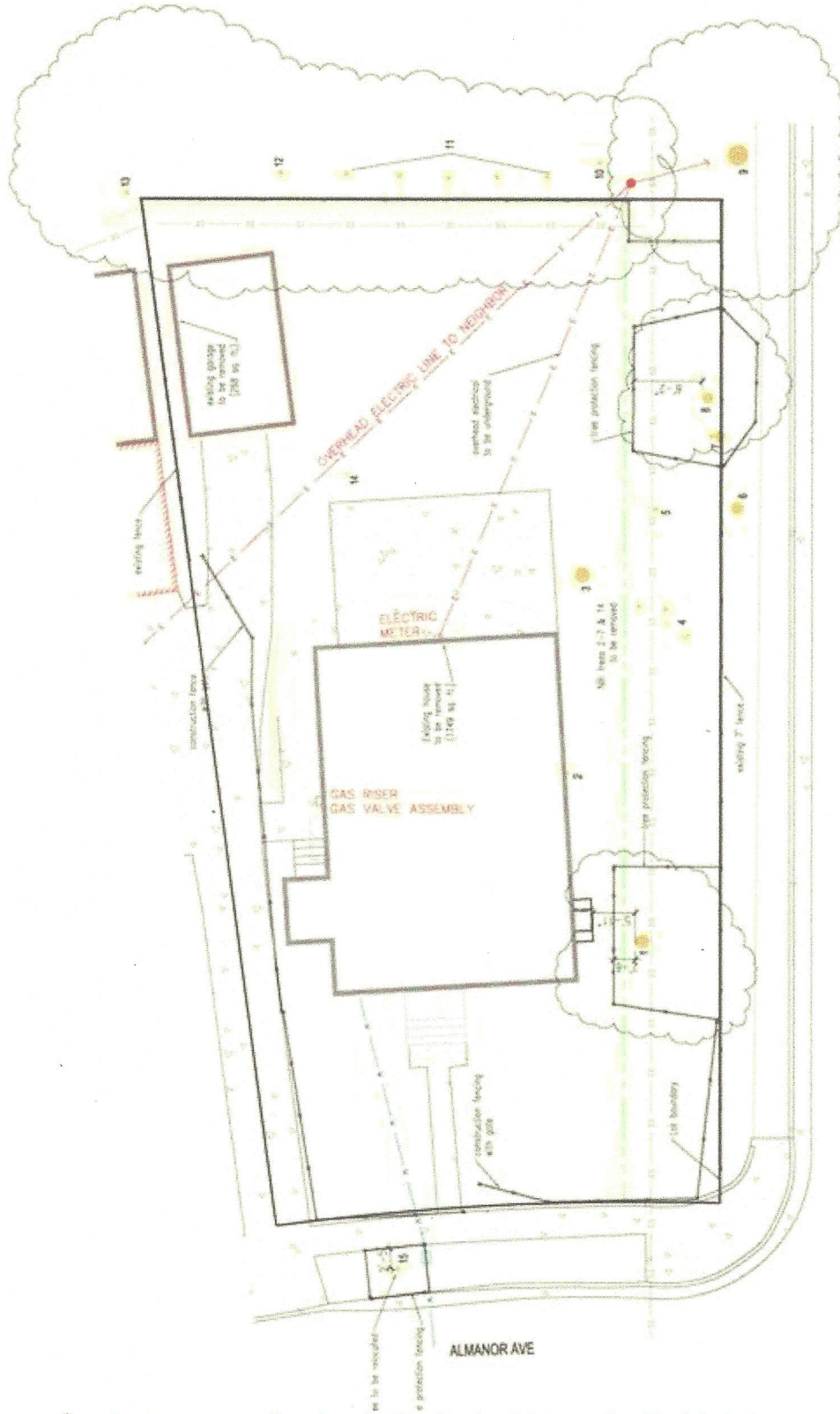
Sincerely,



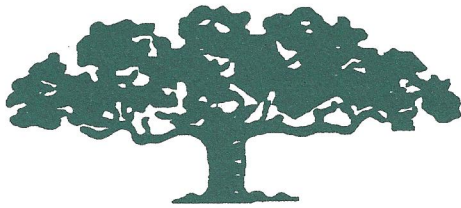
Jeromey A. Ingalls
Certified Arborist WE #7076A

JAI:pmd





See tree survey site plan (pdf) attached to email with this letter.



Mayne Tree Expert Company, Inc.

ESTABLISHED 1931

STATE CONTRACTOR'S LICENSE NO. 276793

CERTIFIED FORESTER • CERTIFIED ARBORISTS • PEST CONTROL • ADVISORS AND OPERATORS

RICHARD L. HUNTINGTON
PRESIDENT

JEROMEY INGALLS
CONSULTANT/ESTIMATOR

535 BRAGATO ROAD, STE. A
SAN CARLOS, CA 94070-6311

TELEPHONE: (650) 593-4400

FACSIMILE: (650) 593-4443

EMAIL: info@maynetree.com

June 28, 2017

(Revised February 13, 2018)

Mr. David Crouch
16 Anderson Wy.
Menlo Park, CA 94025

Dear Mr. Crouch,

RE: 1049 ALMANOR AVENUE, MENLO PARK

At your request, I reviewed the proposed construction plans for the above-referenced address. During my review, I determined the existing home and garage will be demolished and a new home with a basement will be built on the property.

Limitations of this Letter

The following tree protection plan is based on my interpretation of the plans that were provided to me. I accept no responsibility for any misinterpreted portions of the construction project or if the provided plans for the project were changed without my knowledge after I received a copy.

The following letter is not a contract to become the site arborist or for any future inspections that might be needed. A separate contract would need to be established to perform the role of site arborist for this project.

Plan Review

Tree #1 is a Coast Live Oak located at the front right corner of the home. At the request of the City Arborist, this tree is being retained. It should be noted this tree has significant defects that could affect the public.

1. It is growing directly above the City sewer line. In the event the city needs to access this line or damage occurs due to future root growth, this tree may need to be removed or have significant excavations within its dripline. (Picture #1)
2. This tree has poor form with an abundance of poorly attached codominant stems. One large codominant stem that has included bark within its main attachment extends over the property line fence, the sidewalk and a portion of the street. This area routinely has pedestrians, bicyclists and vehicles traveling under its canopy. In the event of a failure of this tree it should be recognized the homeowner attempted to have this tree removed but was denied permission by the city. (Pictures #2-#4)

This tree will be impacted by the proposed construction of the new home's foundation. To mitigate this impact, I recommend using a pier-and-grade beam type foundation or an on-grade slab that reduces the need to significantly excavate into the tree's root zone when near the base of the tree. By minimizing the excavation within this root zone, it substantially decreases the amount of exposed/damaged roots and allows the home to be built within the dripline of the tree. A one-foot wide by one-foot deep exploratory trench has been dug along the location of the proposed foundation. During this hand dug excavation, no significant size roots (greater than two inches in diameter) were found. This leads me to the conclusion that the proposed foundation, which will affect roughly the top 6 inches of the soil, will not adversely affect the health and structural stability of this tree.

Pruning of the side canopy nearest to the existing home will be needed to accommodate the new construction. The overall impact of this pruning should affect roughly 10 percent of the tree's canopy. Most of this canopy is growing upright and, upon measuring the height of the proposed home in its proposed location (10'1") and the height of the first branches (11'8"), the first floor of the home will not be impacted by the present canopy and the removal of only two 5-inch limbs should provide adequate clearance for the second story of the new home. The upper canopy will be left intact and will not be removed. In normal circumstances, without any new construction, this pruning would be considered normal routine tree maintenance to clear the home and, in most cases, would be considered mandatory fire clearance by the Fire Marshall. This pruning should be performed by a qualified licensed tree care professional and under the direction of a Certified Arborist to insure the proper location of cuts and to avoid unnecessary cuts or damage to the tree during the pruning process.

Any roots larger than 2 inches in diameter that are found during the excavation for the new home's foundation shall be inspected and documented by the site arborist. Upon which the site arborist shall make a determination as to what to do with the root(s). All cut roots shall be cut cleanly back to the wall of excavation nearest to the tree with a pair of loppers or a hand saw as described in the required insert "City of Menlo Park Tree Protection Specifications" (line item# 6) located at the end of this report.

Tree Protection Fencing shall be installed around this tree at, or as near as possible to, the tree's dripline while still allowing the project to continue safely. The approximate location of this tree protection fencing is shown on the provided site map. Additional fencing shall be wrapped around the trunk of this tree to reduce potential trunk damage. (The trunk wrapping should consist of a layer of orange plastic fencing, a layer of 2x4s and an additional layer of orange plastic fencing.)

Tree #2 is a Catalina Cherry tree located along the right side of the home. This tree will be within the footprint of the proposed building and cannot be retained; because of this, no additional tree protection will be needed for this tree.

Tree #3 is a Coast Live Oak located at the right rear corner of the existing home. This tree is located within the footprint of the proposed home and cannot be retained; because of this, no additional tree protection will be needed for this tree.

Tree #4 represents a group of undesirable Ailanthus trees. There are a total of seven stems, all less than 8 inches in diameter. These trees are designated for removal per the request of the City Arborist for the health of the future street trees.

Tree #5 is an Ailanthus tree with a diameter just above 8 inches. This tree is designated for removal per the request of the City Arborist for the health of the future street trees.

Tree #6 is a Japanese Privet that is dead and is designated for removal per the request of the City Arborist for the health of the future street trees.

Tree #7 is a Coast Live Oak located near the right rear corner of the property. This tree is designated for removal per the request of the City Arborist for the health of the future street trees.

Tree #8 is a Coast Live Oak located along the right rear corner of the property. This tree is located away from the proposed footprint of the new home. Tree Protection Fencing should be established along the perimeter of this tree's dripline. I have drawn in on the provided site map the approximate location of this tree protection fencing.

Trees #9-#13 are all located on neighboring properties and will be more than 30 feet away from the proposed construction; and, therefore, will not be impacted by the proposed construction. Tree #10 is dead and will not be impacted by the installation of the new underground electrical line for the new home. Additional fencing can be placed along the rear of the property, near the property setback line, to protect any roots from these trees that grow abnormally long, beyond 30 feet away from their trunks.

Tree #14 is a 5.5 inch diameter valley oak that is growing out of a previously removed stump. This tree is scheduled for removal at the beginning of the construction project.

Tree #15 is a Silver Linden sapling street tree located in front of the home that was installed after the original arborist report was completed. Tree Protection Fencing shall be installed along the planter strip and curb, around this tree, to minimize the disturbance of its root zone during the project. An irrigation schedule should be established that will water this tree at least once a week for ten minutes during the duration of the project. I recommend using a timer and a hose to insure the watering of this tree is consistent and not overlooked.

All Tree Protection Fencing around trees #1, #7, #8, and #15 shall be installed prior to any demolition occurring on the site. Fencing around tree #1 may need to change after the demolition of the existing home is completed.

CITY OF MENLO PARK TREE PROTECTION SPECIFICATIONS

1. A 6-inch layer of coarse mulch or woodchips is to be placed beneath the dripline of the protected trees. Mulch is to be kept 12 inches from the trunk.
2. A protective barrier of 6-foot chain link fencing shall be installed around the driplines of protected trees. The fencing can be moved within the dripline if authorized by the Project Arborist or the City Arborist, but not closer than 2 feet from the trunk of any tree. Fence posts shall be 1.5 inches in diameter and are to be driven 2 feet into the ground. The distance between posts shall not be more than 10 feet. This enclosed area is the Tree Protection Zone (TPZ). I have drawn in on the provided site the approximate locations of the tree protection fencing.

3. Movable barriers of chain link fencing secured to cement blocks can be substituted for "fixed" fencing if the Project Arborist and City Arborist agree that the fencing will have to be moved to accommodate certain phases of construction. The builder may not move the fence without authorization from the Project Arborist or City Arborist.
4. **Avoid the following conditions.**
DO NOT:
 - a. Allow runoff or spillage of damaging materials into the area below any tree canopy.
 - b. Store materials, stockpile soil, or park or drive vehicles within the TPZ.
 - c. Cut, break, skin, or bruise roots, branches, or trunks without first obtaining authorization from the City Arborist.
 - d. Allow fires under and adjacent to trees.
 - e. Discharge exhaust into foliage.
 - f. Secure cable, chain, or rope to trees or shrubs.
 - g. Trench, dig, or otherwise excavate within the driplines, or TPZ, of the trees without first obtaining authorization from the City Arborist.
 - h. Apply soil sterilants under pavement near existing trees.
5. Only excavation by hand or compressed air shall be allowed within the driplines of trees. Machine trenching shall not be allowed.
6. Avoid injury to tree roots. When a ditching machine, which is being used outside of the dripline of trees, encounters roots smaller than 2 inches, the wall of the trench adjacent to the trees shall be hand trimmed, making clear, clean cuts through the roots. All damaged, torn, and cut roots shall be given a clean cut to remove ragged edges, which promote decay. Trenches shall be filled within 24 hours, but, where this is not possible, the side of the trench adjacent to the trees shall be kept shaded with four layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet. Roots 2 inches or larger, when encountered, shall be reported immediately to the Project Arborist, who will decide whether the Contractor may cut the root as mentioned above or shall excavate by hand or with compressed air under the root. The root is to be protected with dampened burlap.
7. Route pipes outside of the area that is 10 times the diameter of a protected tree to avoid conflict with roots.
8. Where it is not possible to reroute pipes or trenches, the contractor shall bore beneath the dripline of the tree. The boring shall take place not less than 3 feet below the surface of the soil in order to avoid encountering "feeder" roots.
9. Trees that have been identified in the arborist's report as being in poor health and/or posing a health or safety risk may be removed or pruned by more than one-third, subject to approval of the required permit by the Planning Division. Pruning of existing limbs and roots shall only occur under the direction of a Certified Arborist.

10. Any damage due to construction activities shall be reported to the Project Arborist or City Arborist within six hours so that remedial action can be taken.
11. An ISA Certified Arborist or ASCA Registered Consulting Arborist shall be retained as the Project Arborist to monitor the tree protection specifications. The Project Arborist shall be responsible for the preservation of the designated trees. Should the builder fail to follow the tree protection specifications, it shall be the responsibility of the Project Arborist to report the matter to the City Arborist as an issue of non-compliance.
12. Violation of any of the above provisions may result in sanctions or other disciplinary action.

MONTHLY INSPECTIONS

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

City of Menlo Park – Community Development Department, Planning Division Tree Protection Specifications Updated February 2008.

Sincerely,


Jeromey A. Ingalls
Certified Arborist WE #7076A

JAI:pmd



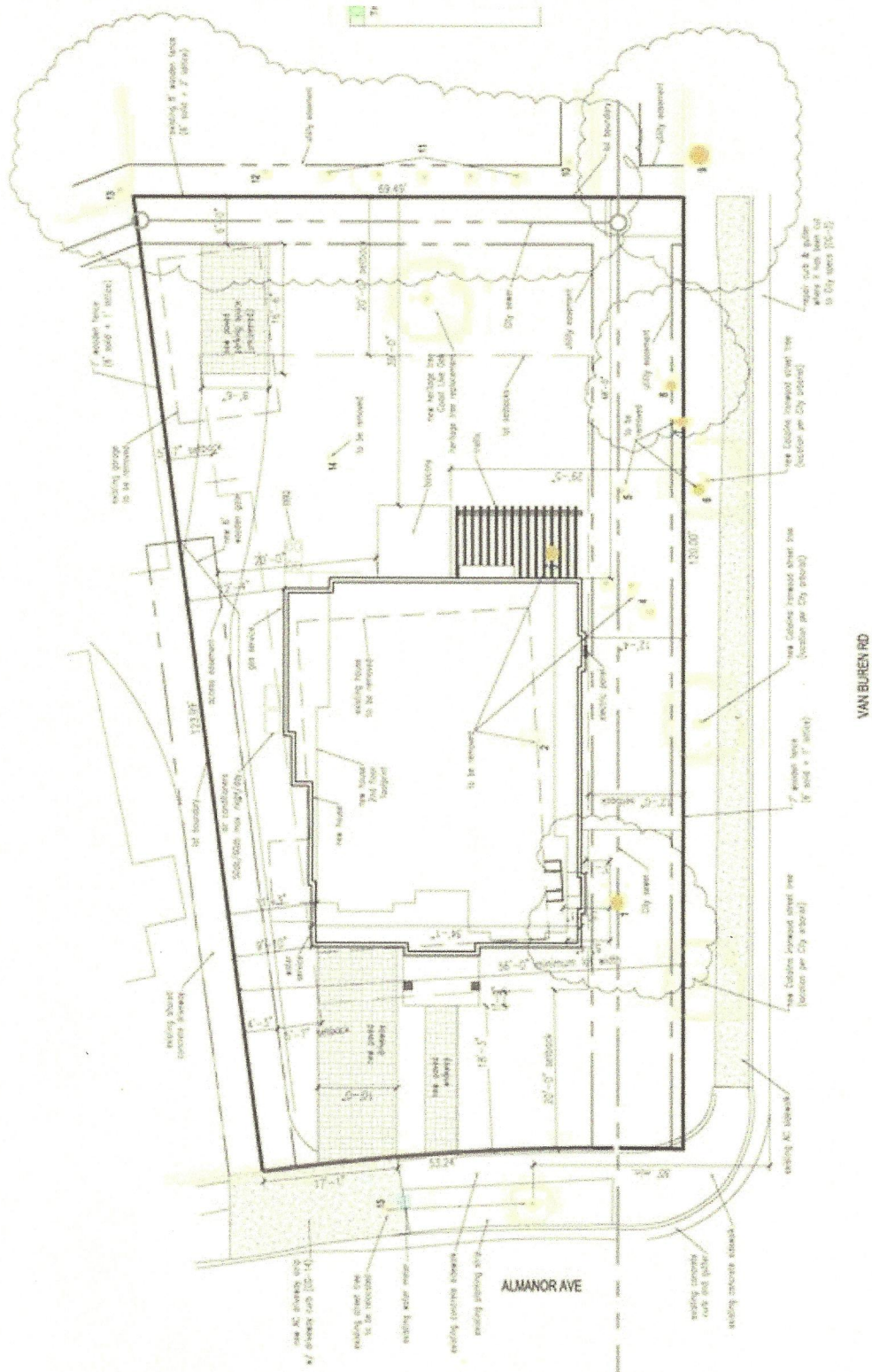




Picture #2







See tree protection site plan (pdf) attached to email with this letter.

January 4, 2018

David Crouch
1049 Almanor Ave
Menlo Park, CA 94025

RE: 1049 Almanor Ave (PLN2017-00085)

Dear Mr. Crouch,

This letter serves to inform you that the lot merger for the properties at 1049 Almanor Ave, shown as Lots 21, 22, and 23 in the attached PLAT, is conditionally approved as of the date of this letter. The project is categorically exempt under Class 5 of the current State CEQA Guidelines.

The proposed lot merger falls within the guidelines of City Code Section 15.30.020 established by the City Council on September 19, 1995. This Section states that: "Pursuant to the authority provided by Section 66499.20 ¾ of the Subdivision Map Act, upon request of the legal owner(s) of contiguous parcels, the City Engineer, with the concurrence of the Director of Community Development, may approve the merger of the parcels without reverting to acreage."

The proposal has been reviewed and found to meet the requirements of City Code Section 15.30.020. Therefore, it is approved subject to a twenty (20) day appeal period beginning the date of this letter. After the appeal period has lapsed, the City will prepare the required documents and recordation instructions for finalization and recordation of the lot merger. An appeal may be filed with the Planning Commission, and a member of the Planning Commission shall have the same appeal rights as a Council Member.

Should you have any questions, please contact Michael Fu at (650) 330-6706 or at mgfu@menlopark.org.

Sincerely,



Nicole H. Nagaya, PE
Assistant Public Works Director

cc: Kyle Perata, Senior Planner
Jelena Harada, Deputy City Clerk
Justin Murphy, Public Works Director

Date: February 9, 2018
To: Michael Fu – City of Menlo Park
From: Michael J. Middleton, PE
Subject: Legal Descriptions for Easements – Final Review
1049 Almanor Ave.
(Ref. No. 33017-018017.10)

I have completed a first and final review of the legal descriptions for the vacation of three easements, and the creation of one easement, dated Jan. 9, 2018, (related to the 1049 Almanor Ave. Lot Merger), by Chappell Surveying Services, for conformance to the requirements of the Subdivision Map Act (SMA), Land Surveyor's Act (LSA), and the City of Menlo Park Municipal Code (MPMC). I have the following comments:

The legal descriptions for all three vacations, and the new easement to be created, are ready in form for recording subject to the following modification:

- All three vacations and the easement to be created: All references to the Newbridge Park Map No. 4, should also include the recording information 17 M 66.

Please also note that the easement vacations, and the new easement to be created, as the descriptions are drafted, must be recorded prior to recording the proposed lot merger.

End of Comments

Feel free to contact me at 925-498-6524, or michael.middleton@us.bureauveritas.com, if you have any questions.



CHAPPELL SURVEYING SERVICES

Land Surveying • Subdivision Mapping
Topographic Mapping • ALTA Mapping
Laser Scanning • Aerial Mapping • GPS
Agricultural Mapping • GIS Mapping

CSS Job No: 2017006

EXHIBIT "A"
LEGAL DESCRIPTION
EASEMENT VACATIONS

RECEIVED
JAN 26 2018
CITY OF MENLO PARK
BUILDING DIVISION

Vacation #1

The "6' Easement" being the Southwesterly 6.00 feet of Lot 22 as said Lot and said Easement are shown on that certain Subdivision Map entitled Newbridge Park Map No. 4, recorded October 14, 1929 in the office of the recorder for said San Mateo County.

Vacation #2

The "6' Easement" being the Southwesterly 6.00 feet of Lot 21 bounded Northwesterly by a line parallel with and 6.00 feet Southeasterly from Northwesterly line of said Lot 21 as said Lot and said Easement are shown on that certain Subdivision Map entitled Newbridge Park Map No. 4, recorded October 14, 1929 in the office of the recorder for said San Mateo County.


Vacation # 3

The "4' Easement" being the Northeasterly 4.00 feet of Lot 23 bounded Northwesterly by a line parallel with and 6.00 feet Southeasterly from Northwesterly line of said Lot 23 as said Lot and said Easement are shown on that certain Subdivision Map entitled Newbridge Park Map No. 4, recorded October 14, 1929 in the office of the recorder for said San Mateo County.

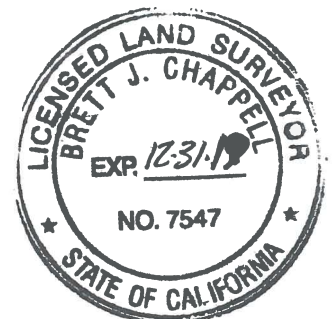
END OF DESCRIPTION

See Exhibit "B" attached hereto and made a part hereof.

This description was prepared by me or under my direction in conformance with the requirements of the Professional Land Surveyor's Act.


Brett J, Chappell
Professional Land Surveyor
License Number: 7547

1/9/2018
Date:





6' EASEMENT PER 17 M 66

BLOCK 38
17 M 66

PORTION
OF LOT 23

VACATION #3
4' WIDE
EASEMENT

PORTION
OF LOT 21

VACATION #2
6' WIDE
EASEMENT

VACATION #1
6' WIDE
EASEMENT

PORTION
OF LOT 22

VAN BUREN ROAD

HIGHWAY 101

40'

ALMANOR AVENUE
(50' WIDE)



Brett Chappell
1/9/2018

LEGEND:

-  BOUNDARY LINE
-  EASEMENTS TO VACATED



EXHIBIT "B"
EASEMENT DESCRIPTION

Job No. 2017006
 By BJC
 Ck By BJC
 Date 1/9/2018
 Scale: 1"=20'
 Sheet 1 of 1



CHAPPELL SURVEYING SERVICES
 LAND SURVEYING
 GEOGRAPHIC INFORMATION SYSTEMS

680 Esther Way
 Oakdale, CA 95361
 (209) 845 9694



CHAPPELL SURVEYING SERVICES

Land Surveying • Subdivision Mapping
Topographic Mapping • ALTA Mapping
Laser Scanning • Aerial Mapping • GPS
Agricultural Mapping • GIS Mapping

CSS Job No: 2017006

EXHIBIT "A"
LEGAL DESCRIPTION
10' WIDE EASEMENT

RECEIVED
JAN 26 2018
CITY OF MENLO PARK
BUILDING DIVISION


All that certain real property situate in the City of Menlo Park, County of San Mateo, State of California being a portion of Lot 21 and a portion of Lot 22 as said Lots are located in Block 38 as said Lots and said Block are shown on that certain Subdivision Map entitled Newbridge Park Map No. 4, recorded October 14, 1929 in the office of the recorder for said San Mateo County and being more particularly described as follows:

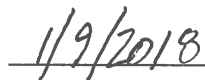
BEGINNING at the Southerly corner of said Lot 22; thence North 53°40'00" West, coincident with the Southwesterly line of said Lot 22 and the Southwesterly line of said Lot 21, a distance of 114.00 feet to a point that bears South 53°40'00" East, 6.00 feet from the Westerly corner of said Lot 21; thence North 36°20'00" East along a line that is parallel with and 6.00 feet Southeasterly from the Northwesterly line of said Lot 21, a distance of 10.00 feet; thence South 53°40'00" East, 114.00 feet to a point on the Southeasterly line of said Lot 22; thence South 36°20'00" West, coincident with the said Southeasterly line, 10.00 feet to the POINT OF BEGINNING.

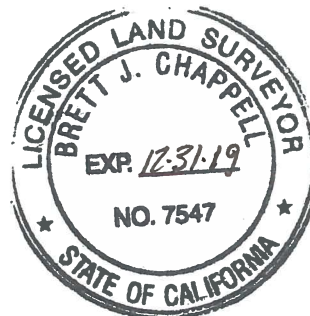
END OF DESCRIPTION

See Exhibit "B" attached hereto and made a part hereof.

This description was prepared by me or under my direction in conformance with the requirements of the Professional Land Surveyor's Act.


Brett J, Chappell
Professional Land Surveyor
License Number: 7547


Date:





6' EASEMENT PER 17 M 66

N36°20'00"E
10.00'

PORTION
OF LOT 21

BLOCK 38
17 M 66

VAN BUREN ROAD

PORTION OF
LOT 23

114.00'

114.00'

DESCRIBED
10' WIDE
EASEMENT

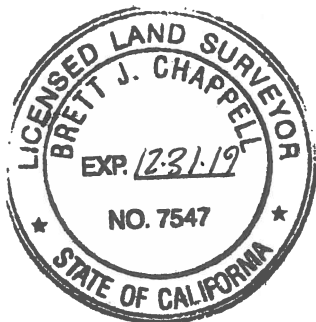
HIGHWAY 101

N53°40'00"W

S53°40'00"E

PORTION
OF LOT 22

40'



Brett Chappell
1/9/2018

POINT OF BEGINNING

S36°20'00"W
10.00'

ALMANOR AVENUE
(50' WIDE)

LEGEND:




-  BOUNDARY LINE
-  DESCRIBED EASEMENT
-  EXISTING EASEMENT LINE



EXHIBIT "B"
10' WIDE EASEMENT DESCRIPTION

Job No. 2017006
 By BJC
 Ck By BJC
 Date 1/9/2018
 Scale: 1"=20'
 Sheet 1 of 1



CHAPPELL SURVEYING SERVICES
 LAND SURVEYING
 GEOGRAPHIC INFORMATION SYSTEMS

680 Esther Way
 Oakdale, CA 95361
 (209) 845 9694



CHAPPELL SURVEYING SERVICES

Land Surveying • Subdivision Mapping
Topographic Mapping • ALTA Mapping
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Agricultural Mapping • GIS Mapping

CSS Job No: 2017006

EXHIBIT "A"
LEGAL DESCRIPTION
LOT MEGER

RECEIVED
JAN 26 2018
CITY OF MENLO PARK
BUILDING DIVISION

All that certain real property situate in the City of Menlo Park, County of San Mateo, State of California being a portion of Lot 21, a portion of Lot 22 and a portion of Lot 23, said lots being located in Block 38 and said Lots and said Block are shown on that certain Subdivision Map entitled Newbridge Park Map No. 4, recorded October 14, 1929 in Volume 17 of Maps at Page 66 in the office of the recorder for said San Mateo County and being more particularly described as follows:

Beginning at the intersection of the Northeast Line of Said Lot 23 and the Northwest Line of Almanor Avenue, as shown on said map, thence Southwest along the said Northwest line of Almanor Avenue, along a Curve to the Left, with a Radius of 300.00 feet tangent to last said point to a Line which bears South 36°20'00" West, an Arc Length of 41.75 feet; thence North 61°15'37" West, 123.99 feet to the corner common to Lots 17, 18 and 23 in said block 38; thence North 36°20'00" East, along the Northwest lines of said Lot 23 and said Lot 21, a distance of 69.49 feet; thence South 53°40'00" East, leaving said line, 120.00 feet to a point on said Northwest Line of Almanor Avenue; thence South 36°20'00" West, along said Northwest line, 11.49 feet to the POINT OF BEGINNING.

END OF DESCRIPTION

The total area of the merged lot is 7,419 square feet, more or less.

See Exhibit "B" attached hereto and made a part hereof.

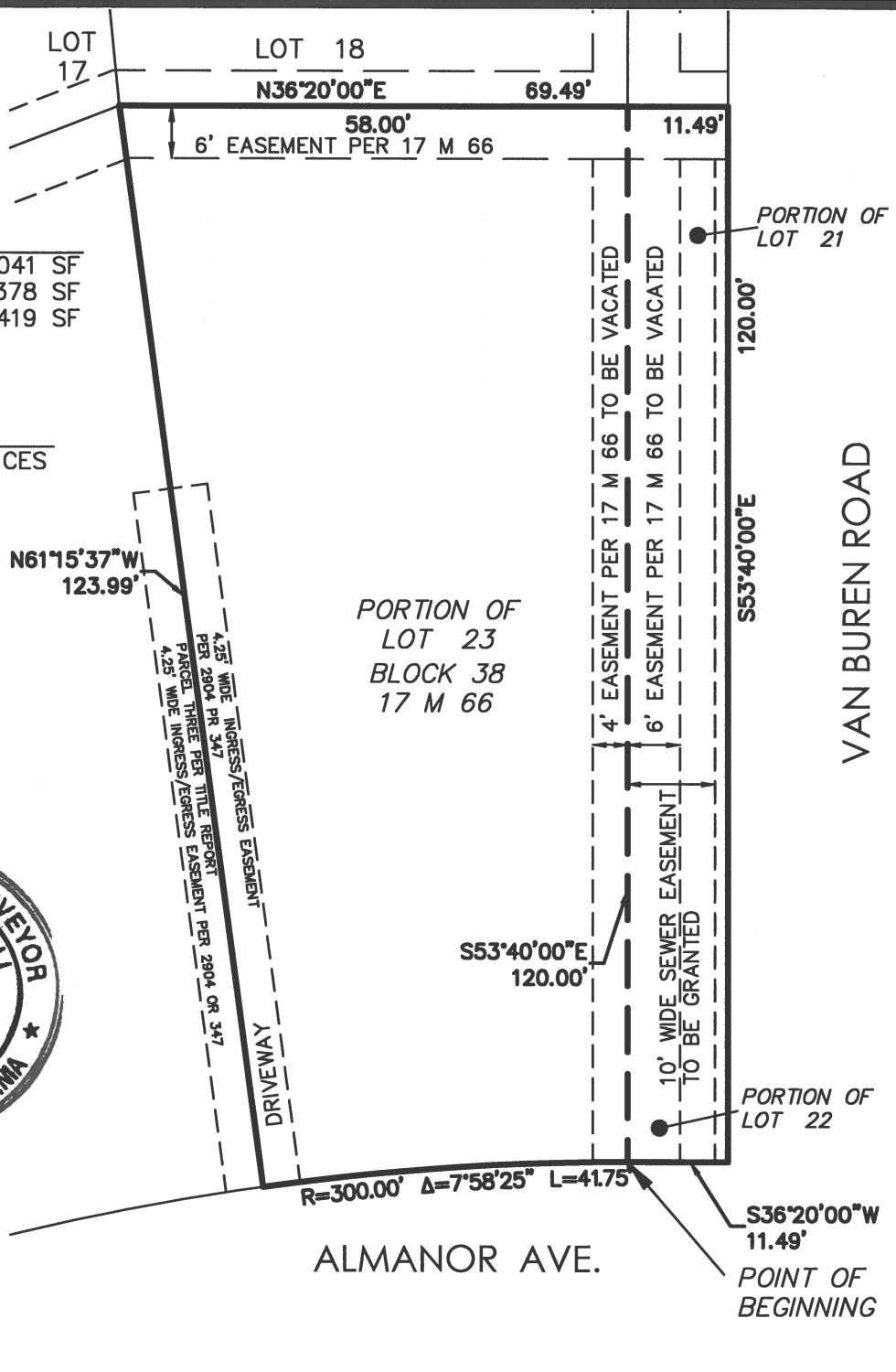
This description was prepared by me or under my direction in conformance with the requirements of the Professional Land Surveyor's Act.



Brett J, Chappell
Professional Land Surveyor
License Number: 7547

1/9/2018
Date:





AREAS

EXISTING PARCEL 1:	6,041 SF
EXISTING PARCEL 2:	1,378 SF
MERGER PARCEL :	7,419 SF

MAP PREPARATION

CHAPPELL SURVEYING SERVICES
 BRETT J. CHAPPELL, PLS
 680 ESTHER WAY
 OAKDALE, CA 95361
 (209)845-9694



Brett Chappell
 1/9/2018

LEGEND:

- BOUNDARY LINE
- BOUNDARY LINE TO ELIMINATE EXISTING LINE
- EXISTING LINE



"EXHIBIT B: LOT MERGER"

Job No. 2017006

By **BJC**

Ck By **BJC**

Date **10/31/2017**

Scale: **1"=20'**

Sheet **1 of 1**



CHAPPELL SURVEYING SERVICES
 LAND SURVEYING
 GEOGRAPHIC INFORMATION SYSTEMS

680 Esther Way
 Oakdale, CA 95361
 (209) 845 9694

From: [Fu, Michael G](#)
To: [David Crouch](#)
Cc: [Nagaya, Nicole H](#); [Perata, Kyle T](#); [Conley, Cecilia L](#); [Murphy, Justin I C](#)
Subject: 1049 Almanor - PUE
Date: Wednesday, January 03, 2018 2:37:34 PM
Attachments: [image001.png](#)

Hi David,

Thank you for the productive phone call. To recap on our conversation:

1. The lot merger has been conditionally approved and will be recorded pending the 20 day appeal period.
2. The 6' Easement bisecting lots 21 and 22 per 17M66 is a Public Utility Easement (PUE).
3. The City discussed internally and prefers that all PUEs are abandoned collectively given that there is no foreseeable future use in these land rights.
4. A dedicated 10' sewer easement will be established over the existing 6' PUE and new 4' easement along Van Buren. This sewer easement shall be recorded concurrent, or prior to, the abandonment of the PUE.
5. Given (1-4) above we will require the following actions by the end of next week. Please note that your scheduled Council Date is on 1/16/18.
 - a. Contact all appropriate utility companies for updated no-objection letters within the 6' Easement. As noted this needs to be conducted as a courtesy. Please cc' City staff on your correspondence.
 - b. Have your surveyor furnish an updated PLAT and Legal to encompass the changes above. Notably, the 6' Easement needs to be included in the area of vacation with a 10' West Bay Easement in its stead.
 - c. Please send me the updated PLAT and Legal at your earliest convenience, otherwise, I do not foresee any significant delays in processing your request.

Please feel free to contact me if there are any additional questions. Thanks again and Happy New Year.

Kind Regards,

Michael Fu, P.E.

Associate Civil Engineer

City of Menlo Park | 701 Laurel St. | Menlo Park, CA 94025

Direct 650-330-6706 | General 650-330-6740 | Fax 650-327-5497

mgfu@menlopark.org



DRAFT RESOLUTION NO. 2018-

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO
PARK DETERMINING THAT ABANDONMENT OF THE PUBLIC UTILITY
EASEMENTS ON 1049 ALMANOR AVENUE IS CONSISTENT WITH THE
GENERAL PLAN**

WHEREAS, the Planning Commission of the City of Menlo Park has considered the abandonment of public utility easements at 1049 Almanor Avenue as required for the development of a new two-story single-family residence located in the R-1-U zoning district; and

WHEREAS, the Planning Commission has held a public meeting on this subject on March 12, 2018, as required by law, having provided public notification by publishing a legal notice in the local newspaper and notification of property owners and occupants within a 300-foot radius of the subject property;

WHEREAS, the Planning Commission of the City of Menlo Park has determined that said abandonments are consistent with the General Plan in that alternate easements for specific utility companies have been provided and there has been no objections to the abandonment proposal; and

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Menlo Park hereby recommends that the public utility easements of 1049 Almanor Avenue, as shown in attached Exhibit A, to be abandoned as proposed.

I, Arlinda Heineck, do hereby certify that the above and foregoing Resolution was duly and regularly passed and adopted by a majority of the total voting members of the Planning Commission of the City of Menlo Park at a meeting held by said Commission on the 12th day of March, 2018, by the following vote:

AYES:	Commissioners:
NOES:	Commissioners:
ABSTAIN:	Commissioners:
ABSENT:	Commissioners:

I further certify that the foregoing copy is a true and correct copy of the original of said resolution on file in the office of the Community Development Department, City Hall, Menlo Park, California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City this __ day of March, 2018.

Arlinda Heineck
Community Development Director
City of Menlo Park



CHAPPELL SURVEYING SERVICES

Land Surveying • Subdivision Mapping
Topographic Mapping • ALTA Mapping
Laser Scanning • Aerial Mapping • GPS
Agricultural Mapping • GIS Mapping

CSS Job No: 2017006

EXHIBIT "A"
LEGAL DESCRIPTION
EASEMENT VACATIONS

RECEIVED
JAN 26 2018
CITY OF MENLO PARK
BUILDING DIVISION

Vacation #1

The "6' Easement" being the Southwesterly 6.00 feet of Lot 22 as said Lot and said Easement are shown on that certain Subdivision Map entitled Newbridge Park Map No. 4, recorded October 14, 1929 in the office of the recorder for said San Mateo County.

Vacation #2

The "6' Easement" being the Southwesterly 6.00 feet of Lot 21 bounded Northwesterly by a line parallel with and 6.00 feet Southeasterly from Northwesterly line of said Lot 21 as said Lot and said Easement are shown on that certain Subdivision Map entitled Newbridge Park Map No. 4, recorded October 14, 1929 in the office of the recorder for said San Mateo County.


Vacation # 3

The "4' Easement" being the Northeasterly 4.00 feet of Lot 23 bounded Northwesterly by a line parallel with and 6.00 feet Southeasterly from Northwesterly line of said Lot 23 as said Lot and said Easement are shown on that certain Subdivision Map entitled Newbridge Park Map No. 4, recorded October 14, 1929 in the office of the recorder for said San Mateo County.

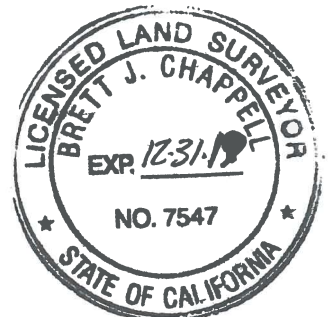
END OF DESCRIPTION

See Exhibit "B" attached hereto and made a part hereof.

This description was prepared by me or under my direction in conformance with the requirements of the Professional Land Surveyor's Act.


Brett J, Chappell
Professional Land Surveyor
License Number: 7547

1/9/2018
Date:





6' EASEMENT PER 17 M 66

BLOCK 38
17 M 66

PORTION
OF LOT 23

VACATION #3
4' WIDE
EASEMENT

PORTION
OF LOT 21

VACATION #2
6' WIDE
EASEMENT

VACATION #1
6' WIDE
EASEMENT

PORTION
OF LOT 22

VAN BUREN ROAD

HIGHWAY 101

40'

ALMANOR AVENUE
(50' WIDE)



Brett Chappell
1/9/2018

LEGEND:

-  BOUNDARY LINE
-  EASEMENTS TO VACATED



EXHIBIT "B"
EASEMENT DESCRIPTION

Job No. 2017006
 By BJC
 Ck By BJC
 Date 1/9/2018
 Scale: 1"=20'
 Sheet 1 of 1



CHAPPELL SURVEYING SERVICES
 LAND SURVEYING
 GEOGRAPHIC INFORMATION SYSTEMS

680 Esther Way
 Oakdale, CA 95361
 (209) 845 9694



CHAPPELL SURVEYING SERVICES

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Topographic Mapping • ALTA Mapping
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CSS Job No: 2017006

EXHIBIT "A"
LEGAL DESCRIPTION
10' WIDE EASEMENT

RECEIVED
JAN 26 2018
CITY OF MENLO PARK
BUILDING DIVISION


All that certain real property situate in the City of Menlo Park, County of San Mateo, State of California being a portion of Lot 21 and a portion of Lot 22 as said Lots are located in Block 38 as said Lots and said Block are shown on that certain Subdivision Map entitled Newbridge Park Map No. 4, recorded October 14, 1929 in the office of the recorder for said San Mateo County and being more particularly described as follows:

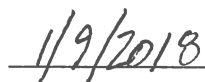
BEGINNING at the Southerly corner of said Lot 22; thence North 53°40'00" West, coincident with the Southwesterly line of said Lot 22 and the Southwesterly line of said Lot 21, a distance of 114.00 feet to a point that bears South 53°40'00" East, 6.00 feet from the Westerly corner of said Lot 21; thence North 36°20'00" East along a line that is parallel with and 6.00 feet Southeasterly from the Northwesterly line of said Lot 21, a distance of 10.00 feet; thence South 53°40'00" East, 114.00 feet to a point on the Southeasterly line of said Lot 22; thence South 36°20'00" West, coincident with the said Southeasterly line, 10.00 feet to the POINT OF BEGINNING.

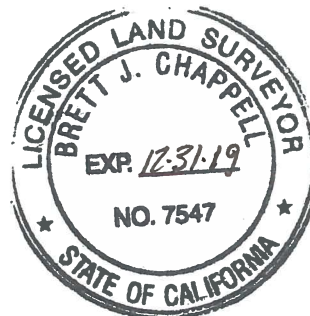
END OF DESCRIPTION

See Exhibit "B" attached hereto and made a part hereof.

This description was prepared by me or under my direction in conformance with the requirements of the Professional Land Surveyor's Act.


Brett J, Chappell
Professional Land Surveyor
License Number: 7547


Date:





6' EASEMENT PER 17 M 66

N36°20'00"E
10.00'

BLOCK 38
17 M 66

PORTION
OF LOT 21

VAN BUREN ROAD

PORTION OF
LOT 23

114.00'

114.00'

DESCRIBED
10' WIDE
EASEMENT

HIGHWAY 101

N53°40'00"W

S53°40'00"E

PORTION
OF LOT 22

40'



Brett Chappell
1/9/2018

POINT OF BEGINNING

S36°20'00"W
10.00'

ALMANOR AVENUE
(50' WIDE)

LEGEND:




-  BOUNDARY LINE
-  DESCRIBED EASEMENT
-  EXISTING EASEMENT LINE



EXHIBIT "B"
10' WIDE EASEMENT DESCRIPTION

Job No. 2017006
 By BJC
 Ck By BJC
 Date 1/9/2018
 Scale: 1"=20'
 Sheet 1 of 1



CHAPPELL SURVEYING SERVICES
 LAND SURVEYING
 GEOGRAPHIC INFORMATION SYSTEMS

680 Esther Way
 Oakdale, CA 95361
 (209) 845 9694

From: William R. Brown
To: [Conley, Cecilia L](#)
Subject: Use Permit for 1049 Almanor Avenue
Date: Tuesday, February 13, 2018 1:11:56 PM

I have no objection to the application for a Use Permit for 1049 Almanor Avenue to demolish and replace the house that is there.

I do object to the requirement that people in our area obtain a Use Permit to begin with.

Nearly every lot in our area is considered “substandard” in regards to width. Burdening us with the extra cost and time necessary to obtain a Use Permit for a building that already has to conform to the building code is simply unfair.

I suggest a rezoning of our area be considered to eliminate the requirement for a Use Permit for lots that are substandard as to width (or total area), a new zoning district for narrow lots or small lots might be required.

- Bill

William R. Brown
1043 Berkeley Avenue
Menlo Park, CA 94025
(650) 248-3015 (cell)
Bill@termanbrown.net

From: Jason Primuth
To: [Conley, Cecilia L](#)
Subject: 1049 Almanor
Date: Monday, February 12, 2018 4:50:56 PM

I received the flyer about the proposed changed at 1049 Almanor ... and I heartily support it.

That house is an eyesore, and needs to be torn down.

I suspect the rest of the neighborhood agrees.

Thanks,

Jason Primuth, 1050 Menlo Oaks Drive

From: Carolyn Ordonez
To: [Conley, Cecilia L](#)
Cc: [Planning Commission](#)
Subject: Please keep the heritage oak trees at 1049 Almanor Avenue
Date: Wednesday, February 07, 2018 9:29:57 AM

Dear Ms Conley,

I previously sent a plea to keep the heritage oaks at 1049 Almanor Avenue. This follow up is to reiterate how important trees are to the environment and the health of everyone.

Because 1049 Almanor Avenue is adjacent to the 101 freeway the trees are extremely important to fight the pollution the freeway causes. And with Nexgen, the new flight path to SFO, we now jets frequently flying over at less than 4,000 feet with more pollution.

Trees are vital. They take in carbon dioxide and produce the oxygen we breathe. An urban forest acts as a giant filter that cleans the air we breathe. One mature leafy tree produces as much oxygen in one season as 10 people inhale in one year.

Trees also clean pollutants in the soil by either storing pollutants in the soil or actually changing pollutants into less harmful forms.

These two heritage oaks help muffle the noise of the freeway. They also are screening a sign on the freeway. CalTrans is going to be adding another sign by cutting into the sound wall and placing the support pole in this space. The exact location, I understand, has not been determined but will be somewhere between Menlo Oaks Drive and Berkeley Avenue.

I have read the tree report by Mayne tree experts. The only negative about the trees is they need pruning and one tree leans due to the adjacent trees not because it is unhealthy.

These two trees live in harmony with a two story house now. According to Mayne the trees are too close to the existing house and should be removed. I am a landscape architect and recently worked on a property on Bay Road in Menlo Park with a hundred plus year old oak tree and a 45 year old house built within six feet of the house. Both are healthy. The tree was evaluated by Arbor Logic and a report was prepared on June 12, 2017 stating the tree was healthy and safe.

Another reason, according to the tree report, to remove the trees is the trees lean. Tree one barely leans and tree three leans due to competition from the Ailanthus trees next to it. These trees should be removed and the heritage oak number three will add growth and balance. Oak trees, as well many other trees, naturally lean. This natural leaning makes oak trees particularly picturesque.

The proposed plan is to save the Ailanthus altissima trees which are an invasive species from China. This tree produces a chemical preventing other plants from growing near it and an abundance of seeds threatening our native species. The aggressive root system can cause damage to pavement, sewers and building foundations. The existing Ailanthus trees are young and have not affected the heritage oaks but these trees need to be removed as noted by Mayne.

I have met at 1049 Almanor Avenue with Mr. Crouch to discuss the trees. He agreed with all the reasons I stated in my first plea to save the trees. But he informed me Westbay Sanitary District wanted the trees removed because tree one sits over the sewer main. I visited Westbay to confirm this information. Mr. Crouch is misinformed. Westbay cleans the sewers once a year and does not ask that trees be removed.

Please do not allow the removal of the heritage oak trees at 1049 Almanor Avenue. Cal Trans removed large beautiful trees at Willow Road for the new freeway interchange and if Flood Park removes trees as proposed we are losing valuable urban pollution fighters.

I urge you to ask Mr Crouch to be innovative in his house design and save the oaks. Saving the trees will provide visual and noise screening and help clean the pollution from the freeway and jets as well increase the value of Mr. Crouches property.

Thank you,
Carolyn Ordonez
1046 Almanor Avenue
Sent from my iPad

From: [Conley, Cecilia L](#)
To: [Conley, Cecilia L](#)
Subject: FW: 1049 Almanor Ave Heritage Trees
Date: Thursday, February 15, 2018 2:39:25 PM

Hi Kyle,

I reviewed the plans for 1046 Almanor Avenue. I would like to keep the two heritage oak trees the owner/ builder would like to remove. I assume the basement is the problem with keeping the trees. I have attached the email and photos I sent to the planning commissioners. Please include the letter with your staff report. I noticed the proposed driveway goes right through the street tree. I don't remember the tree being noted on the plans.

Sincerely,
Carolyn Ordonez

Sent from my iPad

Begin forwarded message:

From: Carolyn Ordonez <cardord@gmail.com>
Date: November 8, 2017 at 8:10:15 AM PST
To: andrew@barnes210.com, susan_goodhue@yahoo.com,
john@johnnonkenarchitects.com, larry@metropolisarchitecture.com,
hrriggs@comcast.net, katherine_strehl@yahoo.com, combs.drew@gmail.com
Subject: 1049 Almanor Ave Heritage Trees

Dear Planning Commissioners,

Your commission will be receiving for review a new house to be built at 1049 Almanor Avenue in the Flood Triangle neighborhood of Menlo Park. I live at 1046 Almanor Avenue and have reviewed the plans. My interest in reviewing the plans is saving the heritage oak trees. The plans are specifying the removal of two heritage oak trees.

I do not want the trees removed for many reasons. 1049 Almanor Avenue is located at the corner of Van Buren Road and Almanor Avenue. Only two-lane Van Buren Road and a narrow planting strip separate the house lot from the 101 freeway sound wall and eight or ten lanes of polluting cars.

Trees clean the air. They absorb orders and pollutant gases, nitrogen oxides, ammonia, sulfur dioxide, and ozone. Trees filter these particles out of the air by trapping them on their leaves and bark.

We recently lost so many mature trees at Willow Road and 101 due to the reconfiguration of the freeway on and off ramps. One day the trees were there and the next day the trees were gone. Was any thought given to the consequences of the loss of mature trees? Furthermore, San Mateo County is proposing to remove hundreds of trees from Flood Park.

Wildlife, birds, squirrels, crows, stellar jays, hawks live in the trees in the area. These beautiful Oaks block the view of the freeway sign to the Marsh Road exit as well as the sound wall. They help block noise from the freeway. They soften

the appearance of the two story house that sits there now and would do the same for a brand new house.

Saving the trees would benefit the future residents of the new house. The tree would be attractive when looking out the windows, block noise and undesirable views, help clean the air, and provide an environment for wildlife.

Knowing the existing house will be torn down, a newly designed house can and should be planned around the heritage trees. Large mature trees increase property values for the individual lot and the neighborhood.

Please do not allow the removal of the heritage oaks. We need established, mature trees for future generations.

Sincerely,
Carolyn Ordonez





1
2 1/2
4 1/4









STAFF REPORT

Planning Commission

Meeting Date: 3/12/2018
Staff Report Number: 18-023-PC

Public Hearing: Use Permit/Keith Rocha/312 Durham Street

Recommendation

Staff recommends that the Planning Commission approve a use permit to remodel and construct first- and second-story additions to an existing single-story, single-family residence at 312 Durham Street that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The proposal would also exceed 50 percent of the existing floor area on a substandard lot with regard to lot width in the R-1-U (Single-Family Urban) zoning district. The proposal is considered equivalent to a new structure. The recommended actions are included as Attachment A.

Policy Issues

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

Background

Site location

The project site is located at 312 Durham Street, on the north side of Durham Street between Regal Court and Laurel Avenue in the Willows neighborhood. The parcel is surrounded by a mix of one- and two-story single-family residences, all of which are also zoned R-1-U. The area contains residences featuring a variety of architectural styles, although ranch and bungalow designs are the most common. The subject parcel is substandard, with a lot width of 50 feet where 65 feet is required. All adjacent parcels are also substandard and would require use permit approvals for construction of certain large additions or new two-story residences. A location map is included as Attachment B.

Analysis

Project description

The subject site is currently occupied by a single-story residence that is nonconforming with respect to the right side yard setback. The applicant is proposing to maintain the majority of the exterior walls and remodel the existing 1,190-square-foot residence of three bedrooms and one bathroom, while constructing new first floor additions of approximately 125 square feet at the rear and a new second floor addition of approximately 1,200 square feet. A portion of the existing wall along the right side is nonconforming, having a setback of 4.7 feet, where five feet is required, and is proposed to remain unmodified with the wall framing retained. All areas of new construction would comply with current setback requirements and other development standards of the R-1-U zoning district. With the new additions, the residence would become a five-bedroom, four-bathroom home.

The existing garage provides one covered parking space for the residence. The parking situation at the site would remain legal, nonconforming due to the lack of a second parking space, covered or uncovered, not located within a required front or side yard. However, this may be permitted on remodel/expansion projects, and the driveway would continue to provide additional spaces to park vehicles.

The floor area, building coverage, and height of the proposed residence would all be below the maximum amounts permitted by the Zoning Ordinance. A data table summarizing parcel and project attributes is included as Attachment C. The project plans are included as Attachment D.

Design and materials

The existing residence features a single-story house designed in a simple ranch style with steep gabled roofs, a prominent one-car garage, and a covered front porch flanked by large windows with wood shutters. The applicant states that the proposed changes are intended to make the house more consistent with the craftsman style architecture. The proposed design and materials include standing seam metal hipped and gabled roofs, horizontal wood siding with stone accents at the base of the front and rear porch columns and the chimney on the left side, and new vinyl window frames with simulated divided lite muntins at the top, which would be consistent with the craftsman style. The stone trim would not extend the full length of the side elevations, although visibility would be limited by fencing and vegetation. The front entry would feature a wood front door, set beside a window seat. The gables of the roofs for the second floor and garage would feature ornamental wood cornices as accents.

For the first floor additions, there is a portion that would be added on the left rear side of the existing residence and at the front for a more prominent dining room wrapped by the expanded porch. Another portion would be added behind the garage on the right. The second-story windows on the front, side and rear elevations have a minimum sill height of two feet, six inches. Relative to the neighboring properties on the right, due to the orientation of those lots, the distance from the second floor to the nearest building is substantial and would limit potential privacy concerns. If the Planning Commission considers modifications to the second-floor side-facing windows, it is worth noting that the windows for bedrooms 1 and 3 would serve as the only emergency egress for those rooms, and likely could not be changed substantially. However, the side-facing windows for the master suite could potentially be raised or reduced in size, since this room also has rear-facing windows that could likely serve as the emergency egress. In addition, new landscaping could be considered.

Overall, staff believes that the scale, materials, and style of the proposed residence are consistent with the broader neighborhood, given the mix of architectural styles and sizes of structures in the area.

Flood Zone

The subject property is located within the "AE" zone established by the Federal Emergency Management Agency (FEMA). Within this zone, flood proofing techniques are required for new construction and substantial improvements of existing structures. The bottom of the floor joist of the existing residence is located above the base flood elevation of 28.2 feet, and the addition is also proposed to be above the base flood elevation in order to comply with FEMA standards. The site plan shows the garage slab to be below the base flood elevation, at 27.2 feet. Placement below the base flood elevation is permitted for the garage as long as certain requirements, including the installation of flood vents, as shown on the elevations, and placement of appliances at or above the base flood elevation, are met. The Public Works Department has reviewed and tentatively approved the proposal for compliance with FEMA regulations.

Trees and landscaping

Currently, there are 12 trees on or near the project site, which consists of two heritage trees and ten non-heritage trees. All of these trees are proposed to remain. The construction of the proposed addition and remodel is not anticipated to adversely affect the heritage trees located on the property, right-of-way, and adjacent left property, given that the construction is not located within their driplines. Standard heritage tree protection measures will be ensured through recommended condition 3g.

Valuation

To calculate the replacement and new construction costs on which the use permit threshold is based, the City uses standards established by the Building Division. The City has determined that the replacement cost of the existing structure would be \$257,480, meaning that the applicants would be allowed to propose new construction and remodeling at this site totaling less than \$128,740 in any 12-month period without applying for a use permit. The City has determined that the value of the proposed work would be approximately \$404,615. Based on this estimate, the proposed project exceeds 50 percent of the replacement cost of the existing structure, therefore requiring use permit approval by the Planning Commission.

Correspondence

The applicant states that they contacted the neighbors as part of their initial proposal. Staff has received five signed letters of support from neighbors as correspondence on the proposed project. These letters are included as Attachment F. The support letters include the left side and rear neighbors, in addition to other nearby residents.

Conclusion

Staff believes that the scale, materials, and style of the proposed residence are compatible with those of the greater neighborhood. The overall height would be below the maximum permitted in this zoning district, and the new structure would be within the daylight plane and all other requirements for the R-1-U zoning district, with the exception of the nonconforming required parking situation that would be maintained. 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. Correspondence

Disclaimer

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

Exhibits to Be Provided at Meeting

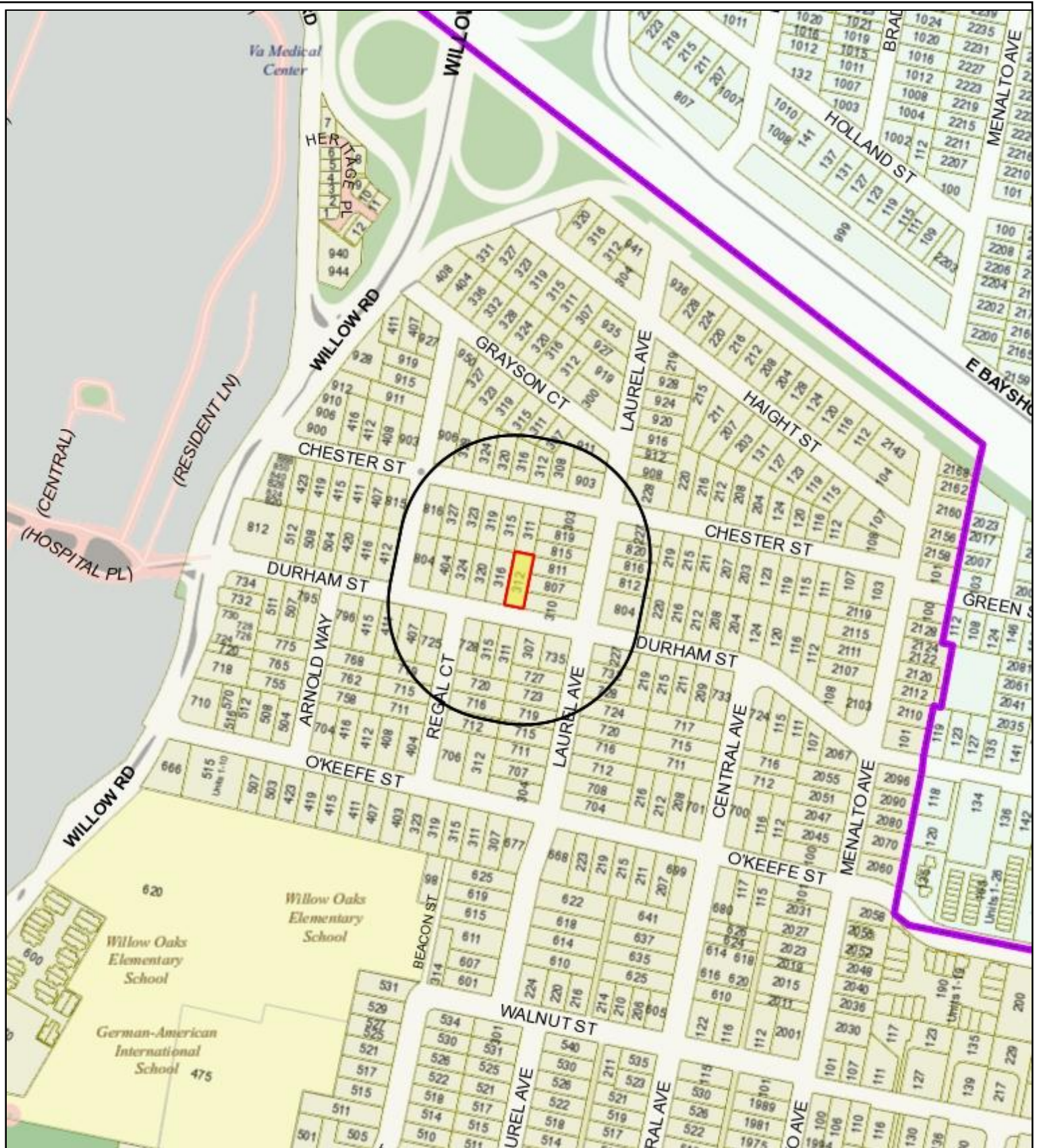
None

Report prepared by:
Ori Paz, Assistant Planner

Report reviewed by:
Thomas Rogers, Principal Planner

312 Durham Street– Attachment A: Recommended Actions

LOCATION: 312 Durham Street	PROJECT NUMBER: PLN2016-00042	APPLICANT: Keith Rocha	OWNER: Keith Rocha
PROPOSAL: Request for a use permit to remodel and construct first- and second-story additions to an existing single-story single family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The proposal would also exceed 50 percent of the existing floor area and is considered equivalent to a new structure. The subject parcel is located on a substandard lot in the R-1-U (Single-Family Urban) zoning district.			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
<p>ACTION:</p> <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. 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 consisting of nine plan sheets, dated received March 7, 2018, and approved by the Planning Commission on March 12, 2018, 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. 			



City of Menlo Park
 Location Map
 312 Durham Street



	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	7,000.0 sf	7,000.0 sf	7,000.0 sf min.
Lot width	50.0 ft.	50.0 ft.	65.0 ft. min.
Lot depth	140.0 ft.	140.0 ft.	100.0 ft. min.
Setbacks			
Front	24.9 ft.	24.9 ft.	20.0 ft. min.
Rear	65.4 ft.	66.7 ft.	20.0 ft. min.
Side (left)	5.0 ft.	5.1 ft.	5.0 ft. min.
Side (right)	4.7 ft.	4.7 ft.	5.0 ft. min.
Building coverage	2,126.1 sf 30.4 %	1,465.9 sf 20.9 %	2,450.0 sf max. 35.0 % max.
FAL (Floor Area Limit)	2,790.6 sf	1,454.9 sf	2,800.0 sf max.
Square footage by floor	1,317.0 sf/1 st floor 1,228.3 sf/2 nd floor 245.3 sf/garage 544.5 sf/porches 19.3 sf/fireplaces	1,190.5 sf/1 st floor 264.4 sf/garage 11.0 sf/fireplace	
Square footage of buildings	3,354.4 sf	1,465.9 sf	
Building height	26.3 ft.	21.0 ft.	28.0 ft. max.
Parking	1 covered/0 uncovered	1 covered/0 uncovered	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			
Trees	Heritage trees: 2*	Non-Heritage trees: 10*	New Trees: 0
	Heritage trees proposed for removal: 0	Non-Heritage trees proposed for removal: 0	Total Number of Trees: 12*
*Includes trees on adjacent properties and street trees			

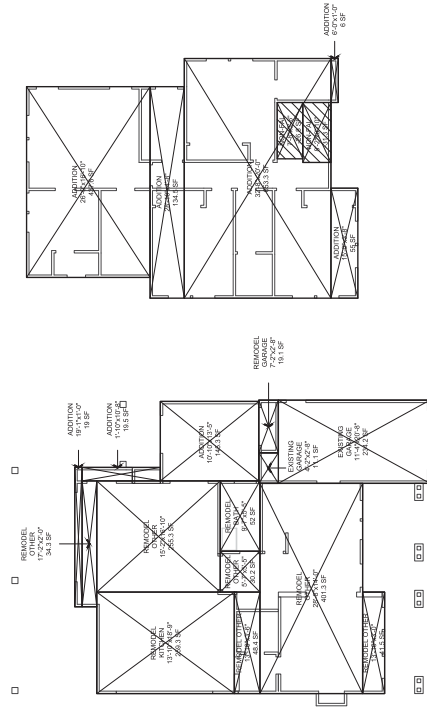
These drawings and the designs represented therein are the property of Warren Design and shall remain the property of Warren Design. No part of these drawings may be reproduced or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of Warren Design.

ROCHA 2nd STORY ADDITION
312 DURHAM STREET
MENLO PARK CALIFORNIA

Date: 12/7/15
Drawn By: DCW
Revisions:

Nonconforming
Worksheet
Diagram

Project No: 1517
Sheet No: T-1.1
of



2nd Level

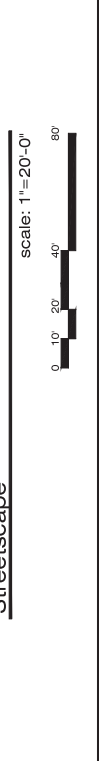
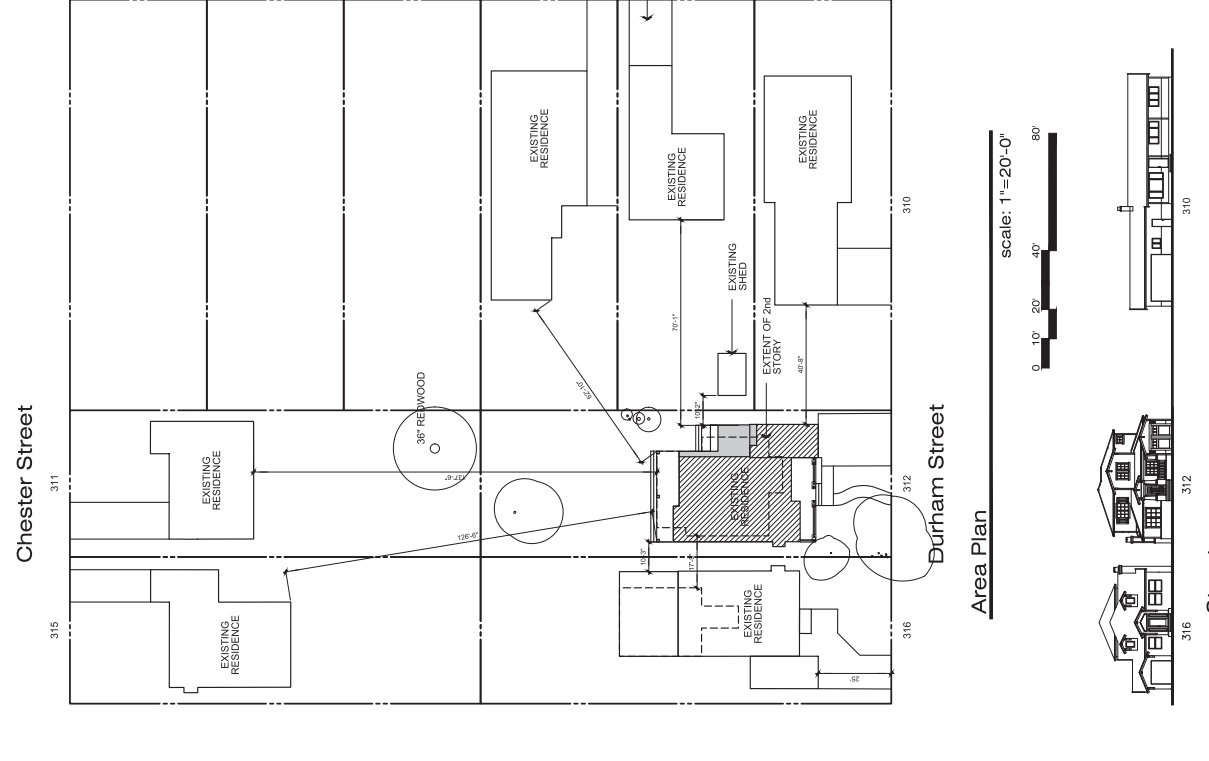
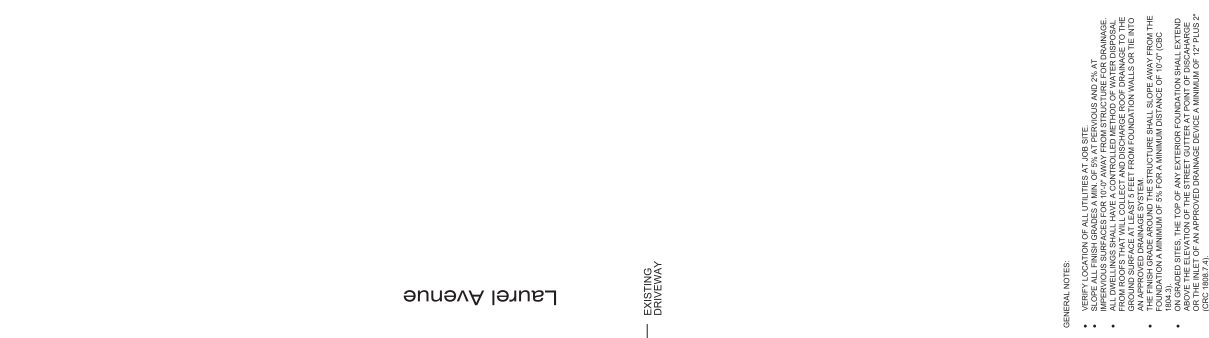
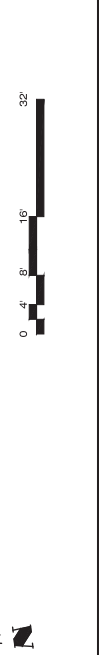
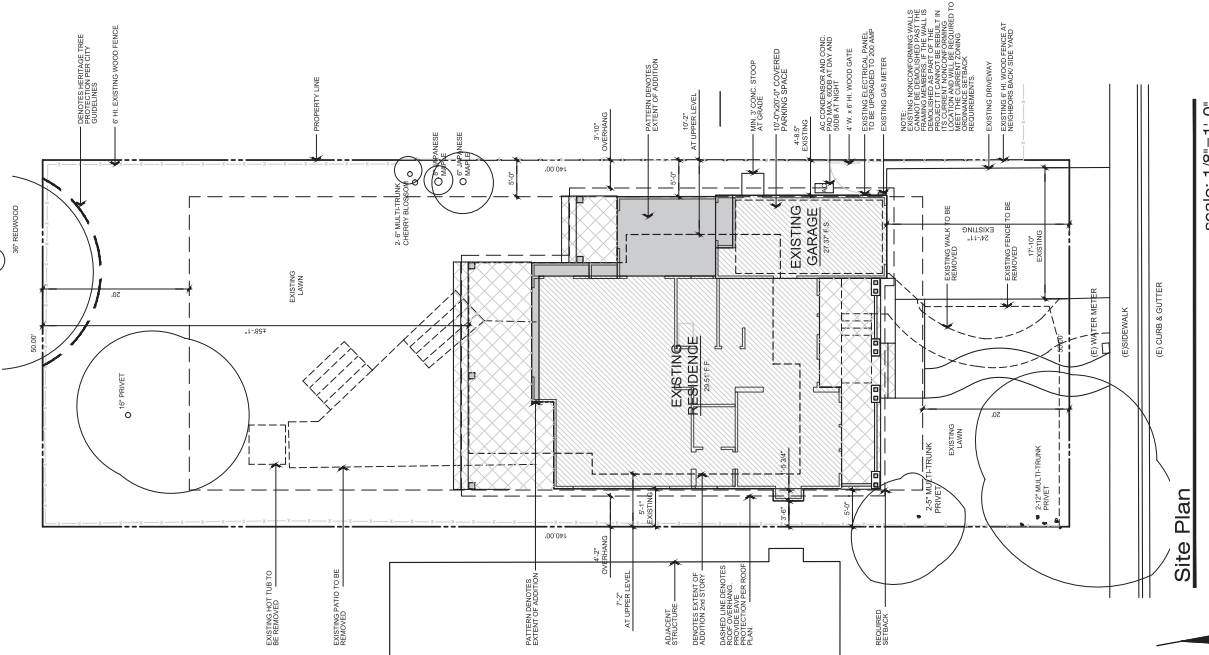
1st Level

- REMODEL
- ADDITION
- ▨ REMOVAL
- ▧ CROSS HATCH DENOTES NON-FULL

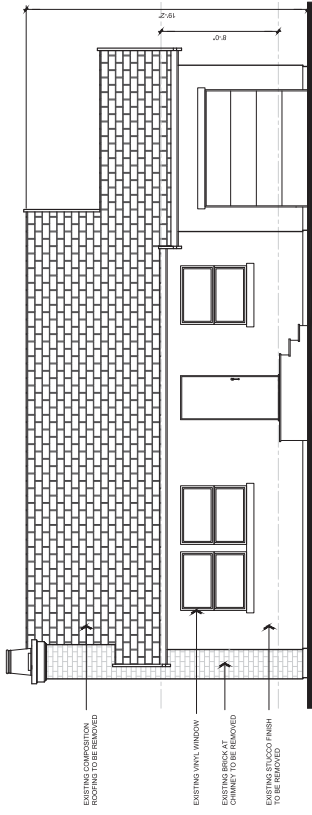
Nonconforming Worksheet/ Diagram



Proposed Development Type	System Footage	Construction Cost	Development Value
Category 1. New System Footage (area of new foundation and/or wall framing)	181.3	X \$200/Sq Ft	\$36,260.00
2nd Floor Addition	122.3	X \$500/Sq Ft	\$61,150.00
Basement Floor Addition	0	X \$200/Sq Ft	\$0.00
Garage Addition	0	X \$700/Sq Ft	\$0.00
Category 2. Remodel of existing frame (foundation and wall framing are both retained)	259	X \$130/Sq Ft	\$33,670.00
Remodel of Kitchen	52	X \$130/Sq Ft	\$6,760.00
Remodel of Bathrooms	811	X \$100/Sq Ft	\$81,100.00
Remodel of Other Living Areas	19	X \$500/Sq Ft	\$9,500.00
Remodel of Garage	0	X \$500/Sq Ft	\$0.00
Category 3. Exterior modifications to existing structure	0	X \$50/Sq Ft	\$0.00
Replacement of Existing Windows	0	X \$50/Sq Ft	\$0.00
Replacement of Existing Siding	0	X \$50/Sq Ft	\$0.00
Total	259.3		\$444,615.00

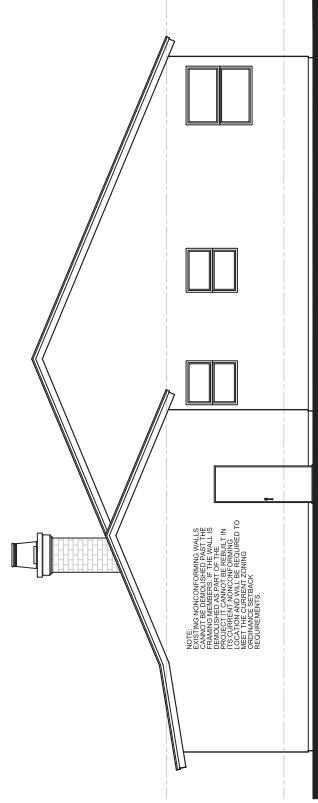


- GENERAL NOTES:
- VERIFY LOCATION OF ALL UTILITIES AT JOB SITE.
 - SLOPE ALL FINISH GRADES A MIN. OF 5% AT PERVIOUS AND 2% AT ALL OTHER LOCATIONS.
 - ALL DWELLINGS SHALL HAVE A CONTROLLED METHOD OF WATER DISPOSAL TO THE STREET OR TO THE SEWER SYSTEM.
 - ALL EXISTING DRIVEWAYS SHALL BE RECONSTRUCTED TO MEET THE REQUIREMENTS OF THE CALIFORNIA PUBLIC WORKS ACT (CPWA) AND THE CALIFORNIA PUBLIC WORKS ACT (CPWA).
 - AN APPROVED DRAINAGE SYSTEM SHALL BE INSTALLED TO DRAIN ALL SURFACE WATER TO THE STREET OR TO THE SEWER SYSTEM.
 - FOUNDATION SHALL BE CONSTRUCTED TO MEET THE REQUIREMENTS OF THE CALIFORNIA FOUNDATION MANUAL OF 5% FOR A MINIMUM DISTANCE OF 10' OF CONC.
 - ON GRADED SITES, THE TOP OF ANY EXTERIOR FOUNDATION SHALL EXTEND ABOVE THE ELEVATION OF THE STREET GUTTER AT POINT OF EGRESS AT LEAST 1' (OR 1800 7/4).
 - ALL EXTERIOR WALLS SHALL HAVE A HOUR FIRE RESISTANCE RATING CHASE EAVE PROJECTIONS THAT ARE LESS THAN 3' OF FROM THE PROPERTY LINE SHALL BE CONSIDERED AS A WALL 3' OF AS PRESUMED UNDER CONC. SECTION 9002.2, TABLE 9002.1(1).



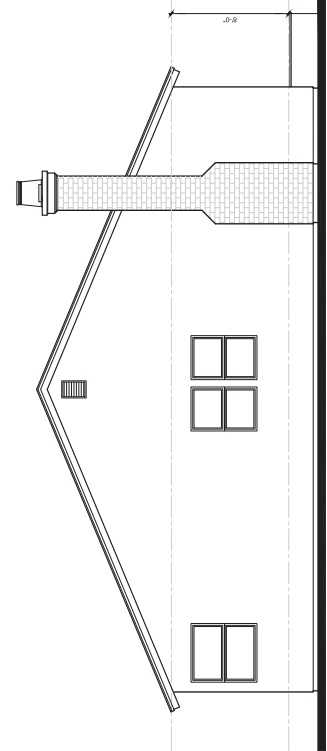
Existing Front Elevation

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



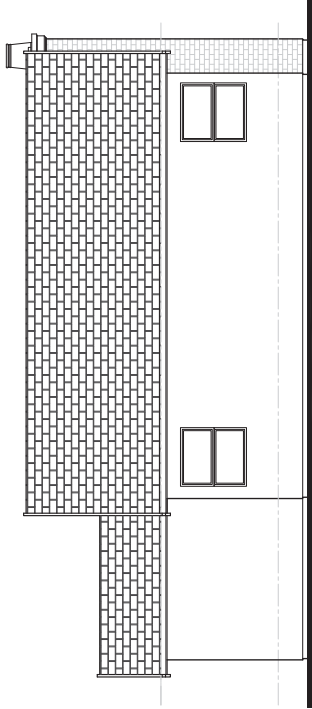
Existing Right Elevation

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



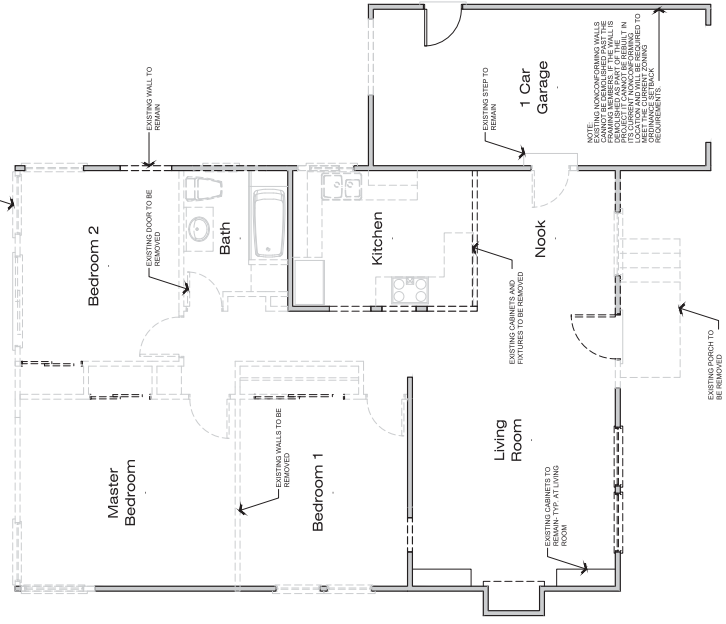
Existing Left Elevation

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



Existing Rear Elevation

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



Demo Floor Plan

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



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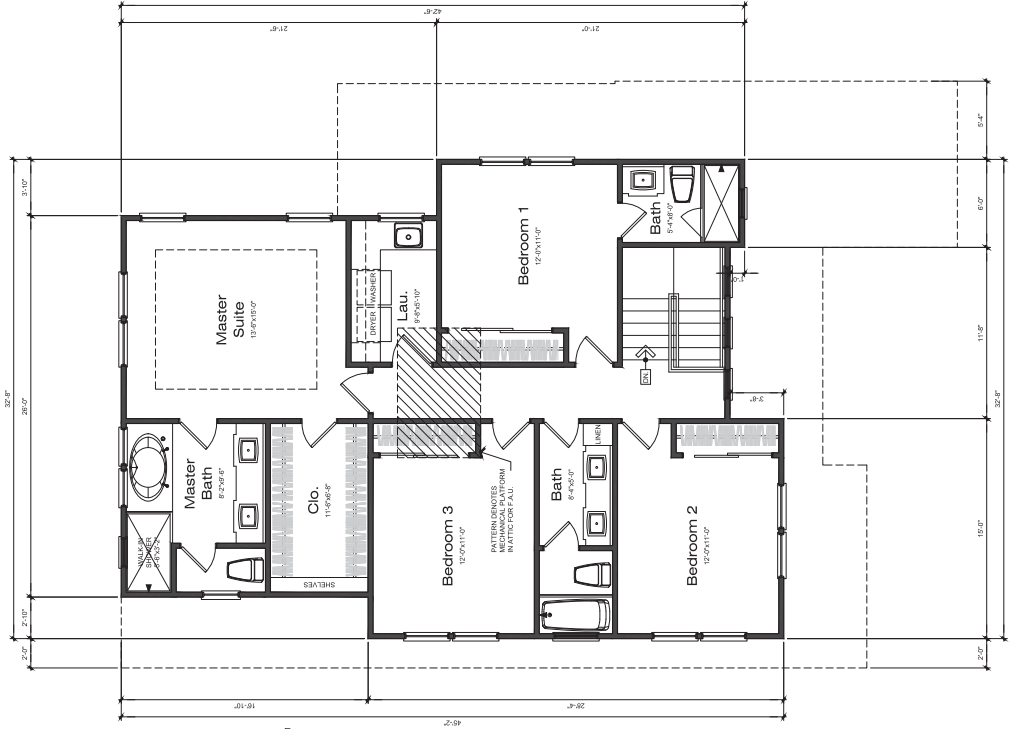
ROCHA 2nd STORY ADDITION
312 DURHAM STREET
MENLO PARK CALIFORNIA

DATE: 12/7/15
DRAWN BY: DDM/
REVISIONS:

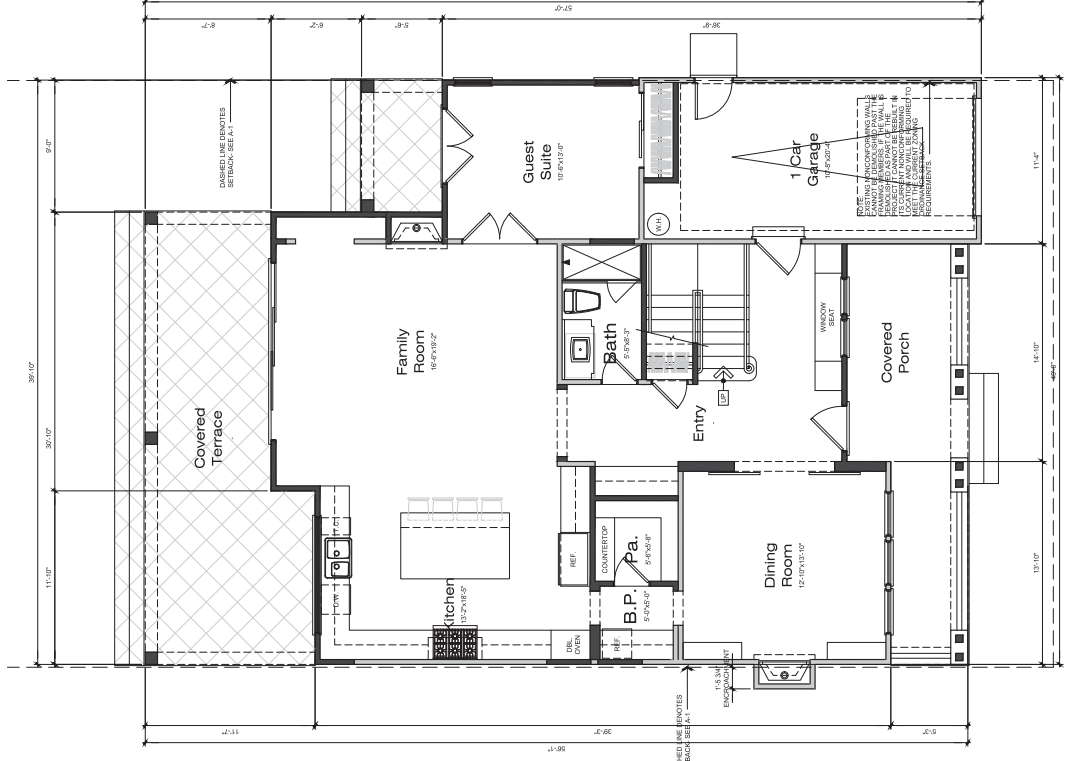
Demo Floor Plans
Existing Elevations

Project No: 1517
Sheet No: A-2

- WINDOW & DOOR SIZES SHOWN ARE FOR DESIGN PURPOSES ONLY. SPECIFICATIONS, MAKE & MODEL NUMBERS SHALL BE CALLED OUT IN THE NOTES.
- ALL EXTERIOR DOORS SHALL BE AT LEAST 1 1/2" THICK.
- ALL GLASS DOORS, GLASS WITHIN 24" OF DOORS & WITHIN 18" OF SATELITE WINDOW, SHALL BE AT LEAST 1/2" THICK.
- CLEAR OPENINGS OF 20" IN WIDTH & 21" IN HEIGHT WITHIN CLEAR SHOWINGS TO BE FINISHED WITH MOISTURE RESISTANT MATERIALS OVER A MOISTURE RESISTANT UNDERLAMENT TO MIN. HEIGHT OF 6". PROVIDE THERMOSTATIC MIXING VALVE OR INDIVIDUAL CONTROL WATER CLOSURES (TOILETS) SHALL USE NO MORE THAN 1.28 GALLONS PER FLUSH & FIXTURES TO BE C.E.C. CERTIFIED. WATER HEATERS TO HAVE PRESSURE & TEMPERATURE RELIEF DEVICES & PROVIDE COMBUSTION AIR FOR FUEL BURNING APPLIANCES. LOWER 10% OF THE HEATER STRAPS SHALL BE LOCATED A MIN. OF 4" FROM ANY CONTROLS. WATER HEATER TO BE ON PLATFORM 10' OPENINGS AROUND GAS VENTS, DUCTS & PIPING @ EACH FLOOR. AIR DUCTS IN GARAGE THAT PASS THROUGH GARAGE COMMON WALLS SHALL BE AT LEAST 1/2" THICK. PROVIDE GROUNDING & GFCI. I.C.C. APPROVED NUMBERS TO BUILDING DEPT. PRIOR TO PROVIDE FIRE STOP IN OPENINGS & FLOOR & CEILINGS OF ALL CENTRALLY LOCATED IN CORRIDORS OR AREAS GIVING ROOMS & INTERCONNECTED TYPICAL. PROVIDE 5 MIN. FIRE RATED DOORS FOR ENTRY DOORS. EXTERIOR LANDINGS TO BE 5'0" DEEP MIN.



Upper Level Floor Plan



Entry Level Floor Plan



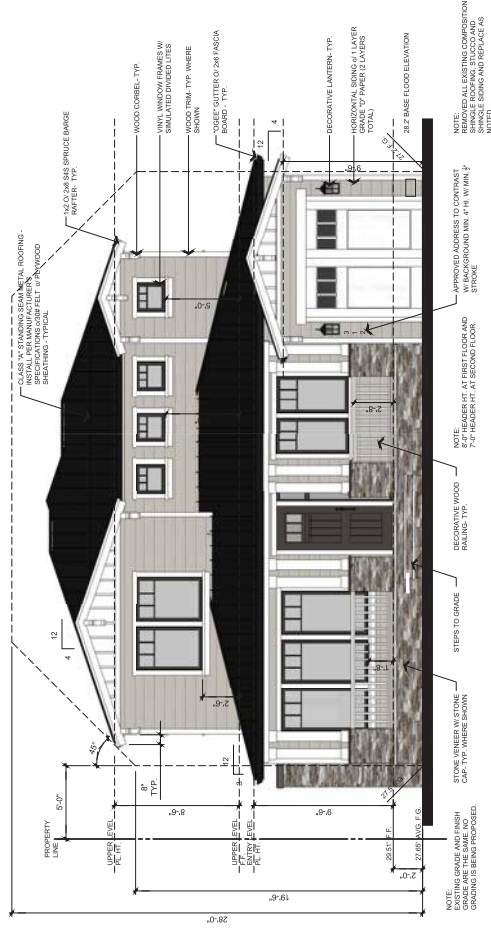
WARREN DESIGN | 579 E. CAMPBELL AVE. CAMPBELL, CA 95008 P. 650.499.2702 C. 209.534.1771

ROCHA 2ND STORY ADDITION
312 DURHAM STREET
MENLO PARK CALIFORNIA

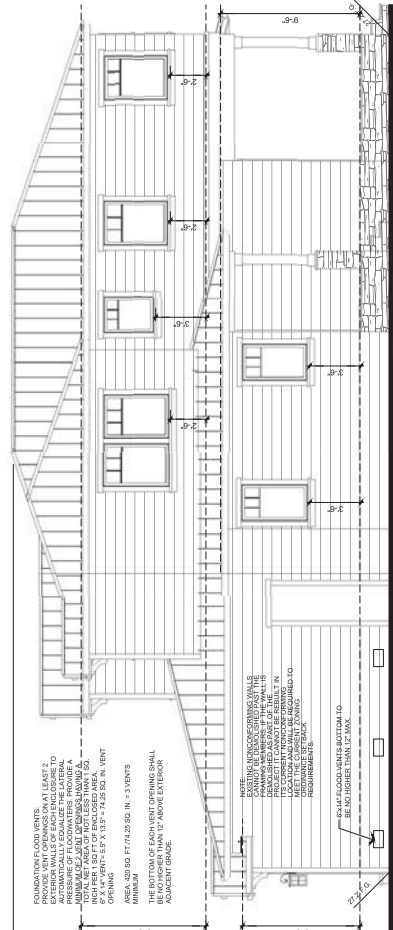
DATE: 12/7/15
DRAWN BY: DDM
REVISIONS:

Proposed Floor Plans

Project No: 1517
Sheet No: A-3

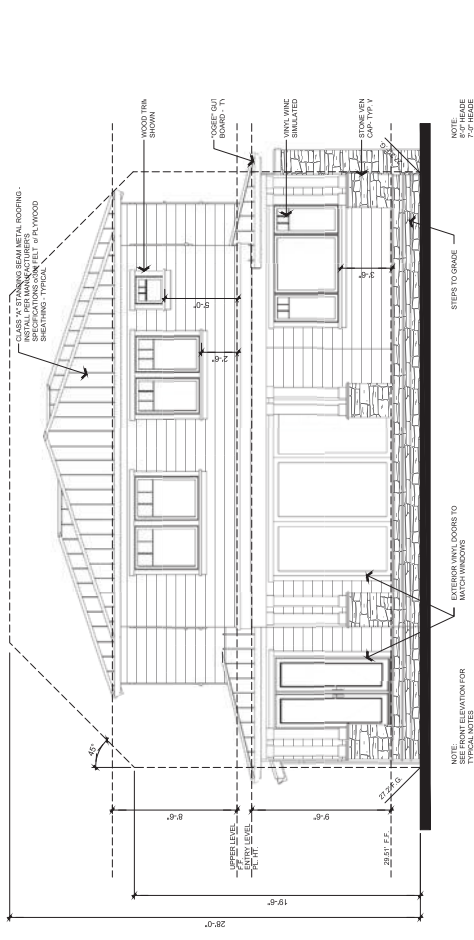


Front Elevation
scale: 1/4"=1'-0"

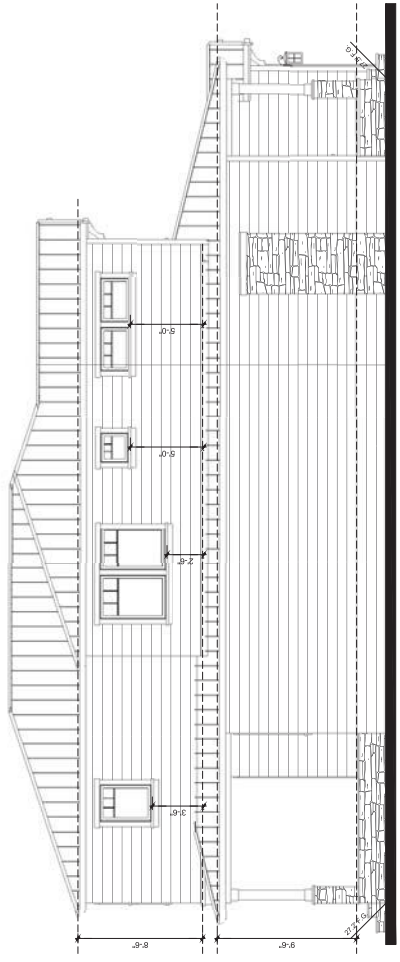


Right Elevation
scale: 1/4"=1'-0"

NOTE: SEE ELEVATION FOR TYPICAL NOTES

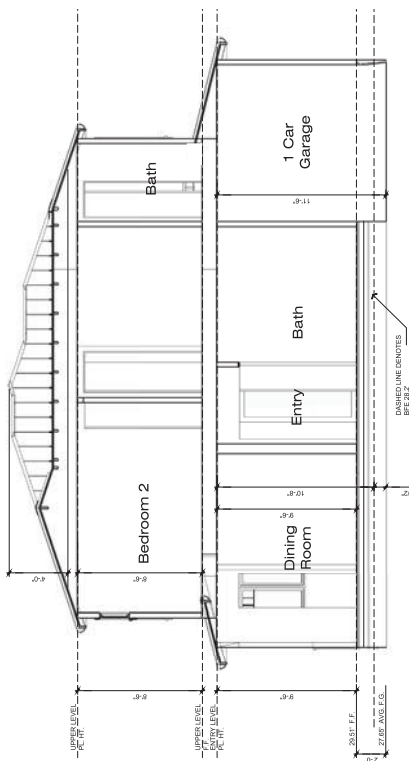


Rear Elevation



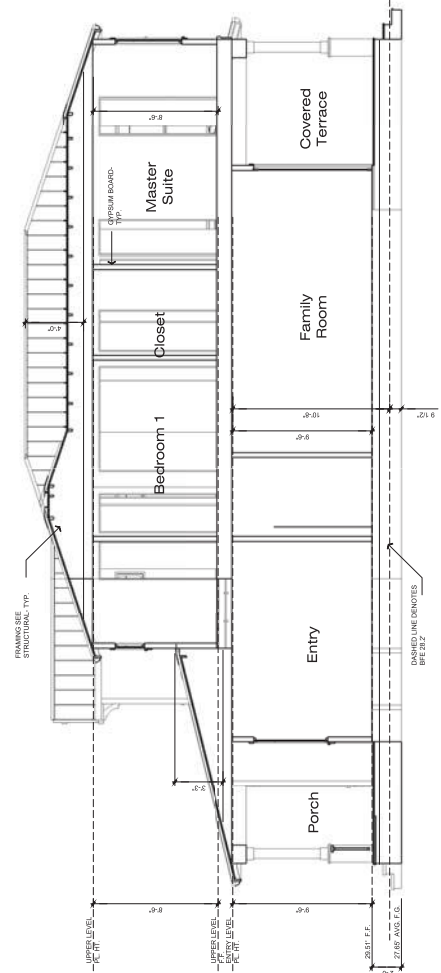
Left Elevation

- ROOF PLAN NOTES:**
- ROOF SLOPE IS TO BE 3:12 AT LOWER ROOF AND 4:12 UPPER ROOF (N.O.)
 - PLATE HEIGHT IS TO BE 6'-4" AT ENTRY LEVEL AND 6'-6" AT UPPER LEVEL ELEVATIONS (N.O.)
 - PLATE HEIGHT IS TO BE 6'-0" AT EAVES & 1/2" AT FINISH - SEE EXTERIOR ELEVATIONS (N.O.)
 - INSTALL 1/2" GYP BOARD OVER ALL ROOF SURFACES TO BE FINISHED TO MATCH EXISTING ROOF FINISH.
 - INSTALL 1/2" GYP BOARD OVER ALL ROOF SURFACES TO BE FINISHED TO MATCH EXISTING ROOF FINISH.
 - INSTALL 1/2" GYP BOARD OVER ALL ROOF SURFACES TO BE FINISHED TO MATCH EXISTING ROOF FINISH.
 - INSTALL 1/2" GYP BOARD OVER ALL ROOF SURFACES TO BE FINISHED TO MATCH EXISTING ROOF FINISH.
 - INSTALL 1/2" GYP BOARD OVER ALL ROOF SURFACES TO BE FINISHED TO MATCH EXISTING ROOF FINISH.
 - ALL MATERIALS BELOW BITE SHALL BE RESISTANT TO FLOOD DAMAGE.



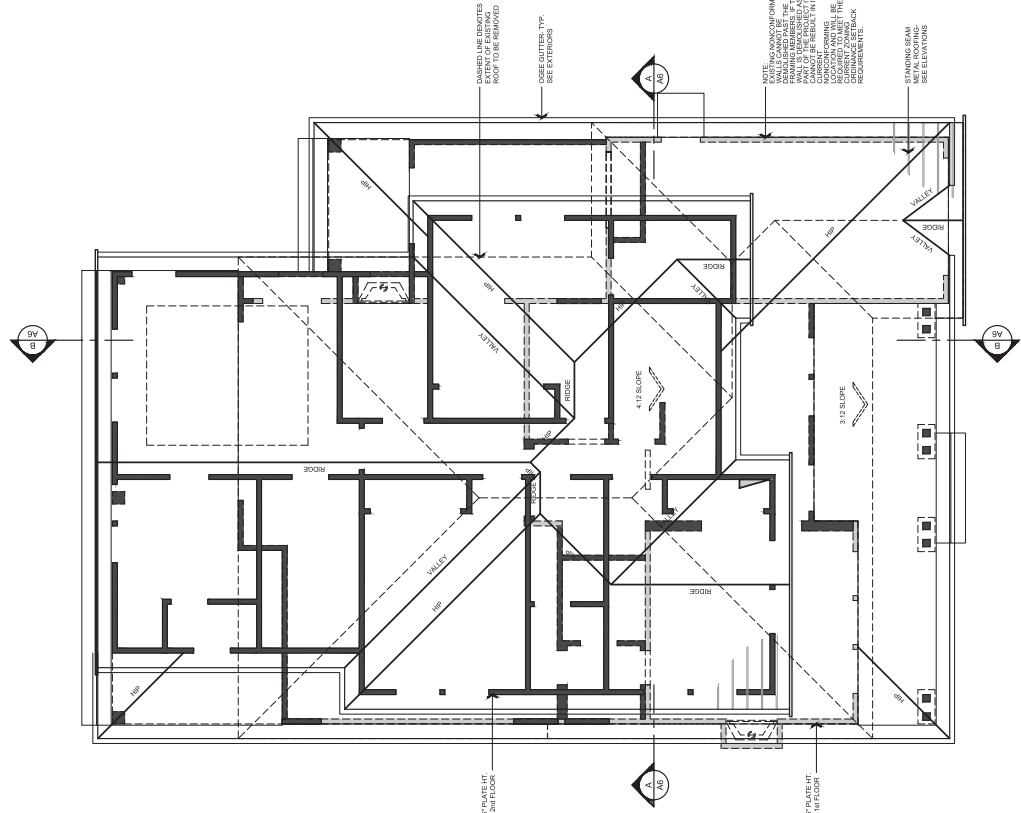
Section A-A

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



Section B-B

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



Roof Plan

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



WARREN DESIGN |

579 E CAMPBELL AVE. CAMPBELL, CA 95008 P. 650.489.3760 F. 650.254.7371

ROCHA 2nd STORY ADDITION
312 DURHAM STREET
MENLO PARK CALIFORNIA

Date: 12/7/15
Drawn By: DCW
Revisions:

Roof Plan
Sections

Project No: 1517
Sheet No: A-6
of

DATE	NO.	REVISIONS

DATE: 07-28-18
 DRAWN BY: JAL

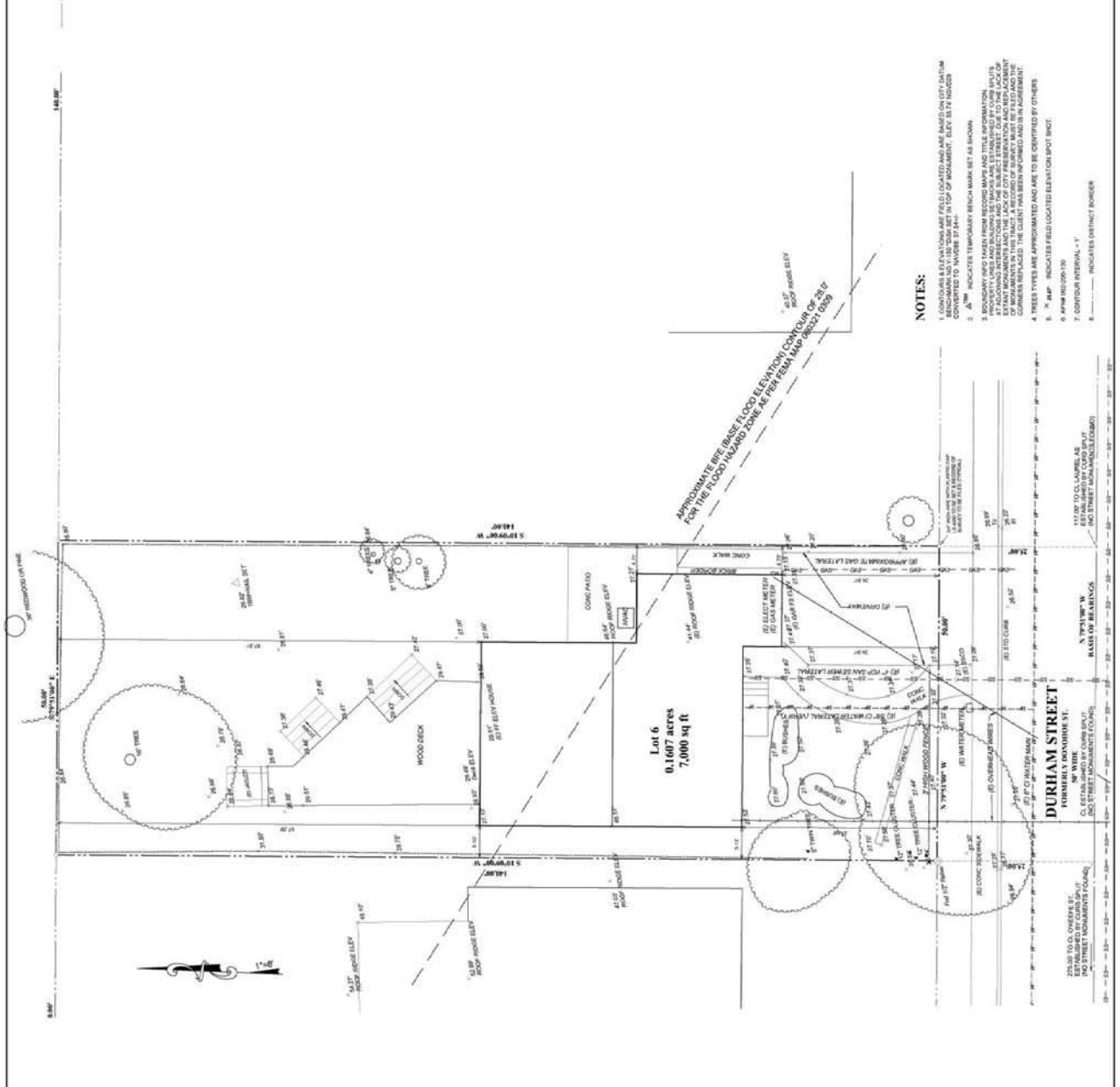
JLK ASSOCIATES
 SURVEYORS / ENGINEERS
 73 CEDAR LANE
 SAN JOSE, CA 95127
 408-729-3734

SITE SURVEY PLAN

City of Menlo Park, CA 312 DURHAM STREET



SCALE: 1" = 4'-0"
 SHEET: C-1
 1 OF 1



- NOTES:**
1. CONTOURS & ELEVATIONS ARE FIELD LOCATED AND ARE BASED ON CITY DATUM CONFORMING TO 1885 AND SET IN TOP OF MONUMENT. ELEV IS IN FEET.
 2. 1"™ INDICATES TEMPORARILY BENCH MARK SET AS SHOWN.
 3. BENCHMARKS TAKEN FROM RECORD MAPS AND TITLE INFORMATION. PROPERTY LINES AND MONUMENTS AS SHOWN ARE ESTIMATED BY OUR SURVEY. EXISTING MONUMENTS AND THE LACK OF CITY PRESENTATION AND REPLACEMENT CURNERS RELEASED. THE CLIENT HAS BEEN INFORMED AND IN AGREEMENT.
 4. TREES TYPES ARE APPROXIMATED AND ARE TO BE IDENTIFIED BY OTHERS.
 5. 5"™ INDICATES FIELD LOCATED ELEVATION SPOT BENCH.
 6. 6"™ INDICATES SPOT BENCH.
 7. CONTOUR INTERVAL = 1'.
 8. _____ INDICATES DISTRICT BOUNDARY.



BASIS OF BEARING:
 THE BEARING N 79°51'00" W OF THE CENTERLINE OF LAUREL AVENUE (FORMERLY DONOHUE STREET) AS SHOWN ON THAT CERTAIN MAP ENTITLED "MENALTO PARK" FILED FOR RECORD IN RSM BOOK 13, PAGE 19, SAN MATEO COUNTY RSM RECORDS WAS TAKEN AS THE BASIS OF BEARING FOR THIS MAP. THIS WAS ESTABLISHED BY CURB SPLIT DUE TO THE ABSENCE OF ANY EXTANT SURVIVING MONUMENTS OR REPLACEMENTS THEREOF BY THE CITY.

ALL DISTANCES AND DIMENSIONS ARE IN FEET AND DECIMALS THEREOF.

FLOOD ZONE NOTE:
 THIS SITE IS WITHIN THE FLOOD HAZARD ZONE AE PER FEMA MAP (68031 0309 E (SEE ELEVATION) WAS INTERPOLATED AS 28.3'-4"; (VERTICAL DATUM SHOWN HEREON IS NAVD89).

UNDERGROUND DISCLAIMER
 NOTE: THIS MAP REPRESENTS TOPOGRAPHY OF THE SURFACE FEATURES ONLY, UNLESS SPECIFIED OTHERWISE. THE LOCATION OF UNDERGROUND UTILITIES (ALL UTILITIES) ARE INDICATED FOR INFORMATION ONLY AND ARE NOT TO BE CONSIDERED AS A GUARANTEE. THE LOCATION OF UNDERGROUND UTILITIES (ALL UTILITIES) ARE INDICATED FOR INFORMATION ONLY AND ARE NOT TO BE CONSIDERED AS A GUARANTEE. THE LOCATION OF UNDERGROUND UTILITIES (ALL UTILITIES) ARE INDICATED FOR INFORMATION ONLY AND ARE NOT TO BE CONSIDERED AS A GUARANTEE.

SURVEYOR'S STATEMENT
 I, DAVID ALVAREZ, SR., LICENSE NO. 6090, CERTIFY THAT THIS PARCEL'S BOUNDARY WAS ESTABLISHED BY ME OR UNDER MY SUPERVISION AND IS BASED ON A FIELD SURVEY IN CONFORMANCE WITH THE POSITION INDICATED AND ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.



WARREN DESIGN

579 E. Campbell Avenue Campbell, CA 95008 p. 209.534.7371

PROJECT DESCRIPTION

312 DURHAM ST.

JANUARY 4, 2016

We are proposing to add a 2nd story onto this small 3 bedroom 1 bath house that is on a 7,000 s.f. lot. The proposed addition will leave the existing 1 car garage and front living room that will be converted into a formal dining room and the rest of the 1st level will be remodeled to accommodate a new guest suite, kitchen and great room. We have also added a covered front porch allowing us to make the house more consistent with the craftsman style architecture which is consistent in this neighborhood. We are proposing using square columns vs. tapered to give it a more modern craftsman feel. The 2nd story will have a laundry room, 3 bedrooms, 2 full baths and a master suite. The back of the great room is currently the back of the existing residence we only pushed out a few more feet to create a covered patio and helps support the 2nd story. No trees are being removed.

Sincerely,

WARREN DESIGN




Daniel Warren, Principal

Dear Planning Commission of Menlo Park,

In signing this letter, I'd like to state that I've had the chance to discuss the proposed remodel project at 312 Durham St with the owners (Keith and Janine Rocha), and I support the project as proposed.

Sincerely,


MURPA VISWANATHAN
315 Chester St
Menlo Park CA 94025

Dear Planning Commission of Menlo Park,

In signing this letter, I'd like to state that I've had the chance to discuss the proposed remodel project at 312 Durham St with the owners (Keith and Janine Rocha), and I support the project as proposed.

Sincerely,

François & Claire BAILLY

311 Chester St

Dear Planning Commission of Menlo Park,

In signing this letter, I'd like to state that I've had the chance to discuss the proposed remodel project at 312 Durham St with the owners (Keith and Janine Rocha), and I support the project as proposed.

Sincerely,

A handwritten signature in cursive script, appearing to read "C. A.", written in black ink.

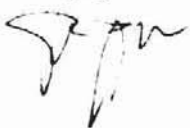
Chris Andrews
316 Durham St
Menlo Park CA 94025

Dear Planning Commission of Menlo Park,

In signing this letter, I'd like to state that I've had the chance to discuss the proposed remodel project at 312 Durham St with the owners (Keith and Janine Rocha), and I support the project as proposed.

Sincerely,

Clara Rossmore



819 Laurel Ave.

Menlo Park, CA

94025

Dear Planning Commission of Menlo Park,

In signing this letter, I'd like to state that I've had the chance to discuss the proposed remodel project at 312 Durham St with the owners (Keith and Janine Rocha), and I support the project as proposed.

Sincerely,

Tony Trevino
815 Laurel Ave

A handwritten signature in black ink, appearing to read 'Tony Trevino', with a long horizontal flourish extending to the right.

315 Chester	311 Chester	Blue Hms	
Murali ✓	Francis ✓	Brown house	8th Laurel
		Resurrection ✓	
		Yellow house	Therino (Chestnut) \$/9
Andrews ✓	Our House	Dog house	
		Dave? Paul	
316 Durham		White House	Rental email
		Dan/Carmel	



STAFF REPORT

Planning Commission

Meeting Date:

3/12/2018

Staff Report Number:

18-024-PC

Regular Business:

Architectural Control/Hayes Group Architects/840 Menlo Avenue

Recommendation

Staff recommends that the Planning Commission approve a request for architectural control to construct a new, three-story mixed-use building on a vacant lot located at 840 Menlo Avenue in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The building would consist of parking and lobby entrances on the ground level, non-medical office on the second level, and three dwelling units (with terraces) on the third level. The recommended actions are included as Attachment A.

Policy Issues

The proposed project requires the Planning Commission to consider the merits of the project, including project consistency with the El Camino Real/Downtown Specific Plan. Each architectural control permit is considered individually. The Planning Commission should consider whether the required findings can be made for the proposal.

Background

Site location

The subject site is located at 840 Menlo Avenue, and is part the El Camino Real/Downtown Specific Plan (SP-ECR/D) zoning district. Within the Specific Plan, the parcel is part of the Downtown/Station Area Retail/Mixed Use land use designation and the Downtown (D) sub-district. While 840 Menlo Avenue is the current project address, a new address can be requested and approved administratively since this project has frontages on both Menlo Avenue and Evelyn Street. A location map is included as Attachment B.

The subject site is a corner lot with frontages on Evelyn Street and Menlo Avenue. The surrounding properties are likewise part of the SP-ECR/D district. Using Menlo Avenue in a north-south orientation, the parcels to the north and across Evelyn Street include office buildings and City parking plaza #5. The parcels across Menlo Avenue to the east contain multiple small commercial businesses. The parcel to the west of the site is City parking plaza #4 and the parcel to the south is a supermarket (Draeger's Market).

The site is currently a vacant lot, surrounded by an ivy-covered brick wall and two gates along Evelyn Street. The parcel was used for many years as a loading and employee parking area for Draeger's Market, through a lease arrangement. In 2001, the lease agreement expired and the parties were not able to negotiate a new lease agreement, and the property has been vacant since then.

Analysis

Project description

The applicant is proposing to construct a new mixed-use development consisting of parking and lobby entrances on the ground level, 6,610 square feet of non-medical office space on the second level, and three residential units totaling 4,861 square feet on the third level. The residential units would all be two-bedroom in size. A data table summarizing the parcel and project attributes is included as Attachment C. The project plans, applicant's project description letter, and construction phasing plan are included as Attachments D, E, and N respectively.

The proposal would meet the Specific Plan's Base level standards, which were established to achieve inherent public benefits, such as the redevelopment of underutilized properties, the creation of more vitality and activity, and the promotion of healthy living and sustainability. The maximum permitted base floor area ratio (FAR) for the D sub-district is 2.0 for all uses, inclusive of office, and the maximum FAR for non-medical office uses is half of the overall FAR. As a result, the subject parcel is limited to 13,874 square feet of total gross floor area and 6,937 square feet of non-medical office. The proposed project falls within these limits, with a total of 11,471 square feet (1.65 FAR) of gross floor area and a total of 6,610 square feet (0.95 FAR) of non-medical office space, including proportional allocations of the common areas, such as the lobby and stairs. The FAR has been calculated per the definition of Gross Floor Area, which includes all levels of a structure, with exemptions for covered parking and certain non-usable/non-occupiable areas.

The parcel size and the D sub-district's residential limit of 25 dwelling units per acre results in a maximum of three units, which is what is proposed. The development would be 38 feet tall, which is the maximum allowed height and would adhere to the façade height limit of 30 feet. A one-foot tall parapet wall is proposed for the rooftop mechanical equipment screening and is not included in the maximum height of the building. The development complies with the building profile, which requires a step back for the upper level. The elevator, stairwells, and parapet walls slightly encroach into the building profile, which is permitted. The development would have a zero setback at the front, sides, and rear property lines, as required in this area to reinforce the traditional downtown building forms. As specified by the Specific Plan, the development would be required to achieve LEED Silver certification (condition 4b).

The applicant is also requesting approval of a tentative map for a minor subdivision to create three residential condominium units and one commercial condominium. The minor subdivision will be reviewed and acted on at an administrative level after action is taken on the architectural control permit by the Planning Commission. The vesting tentative map sheets are included for reference as part of the plan set, but the Planning Commission is not acting on that request, and the map sheets may need to be updated to reflect any building, utility, or similar changes made in association with the architectural control action.

The project does not require a Below Market Rate (BMR) Housing proposal, as the number of dwelling units and commercial square footage falls below the thresholds established by the BMR Ordinance.

Based on Planning Commission comments on other recent Specific Plan projects, staff considered bringing this project as a study session item. However, based on the project's long administrative review process and compliance with all relevant Specific Plan requirements, this item is being presented for review and action. Staff would also note more generally that the Specific Plan outlines more detailed design and development standards and goals in an effort to provide clarity and certainty with the development review process. The Specific Plan requires that all bonus level projects receive a study session, but does not require this for base level projects.

Design and materials

The Specific Plan includes a detailed set of design standards and guidelines. Compliance with the standards and guidelines are evaluated in the Standards and Guidelines Project Compliance Worksheet (Attachment F). The following discussion highlights and expands on topics addressed in the Standards and Guidelines Project Compliance Worksheet.

Design concept and architectural character

The proposal consists of ground level parking with office space at the second level and three residential units at the third level. The exterior walls would be built to the zero setback limits for the first two levels. The third level residential units would be stepped in from the second level in compliance with the building profile requirement. Residential terraces would occur on all sides of the third level and would vary in depth from six feet to 10 feet. Recesses in the building façade would occur as required for building modulation. This would include a minor modulation adjacent to the stair tower on the Menlo Avenue frontage, a minor modulation mid-façade and a major modulation at the building entry on the Evelyn Street frontage, and a minor modulation on the parking plaza side adjacent to the interior lot line.

Parking for all uses would be located at ground level along with bike parking, trash services, and utility rooms. The garage entrance would be located on the Evelyn Street side, adjacent to the lobby. Underground parking would not be viable at this site due to the limited lot size, along with driveway width and ramping requirements. To mitigate the visual impact of the ground level parking, both material variation on the façade and height differences would be used to highlight the upper levels. The plate height of the ground level would be 10.5 feet, whereas the plate height of the second level would be 15 feet. The brick base would be 8.5 feet tall, and a metal channel would visually delineate the garage level from the second floor level. The second level would appear to be 20.5 feet tall, as the guardrail for the residential terraces would align with the second level window glazing system. Additionally, the second level's sunshade (window frames and fins) would project one foot out from the second floor and would give the second level the appearance of floating over the ground level.

To further diminish the garage's presence, the ground level would be embellished with use of Roman brick, including decorative brick latticework at key points of the façade. The choice of Roman brick would also blend with the adjacent supermarket's materials. The brick material would be carried into the interior of the garage entrance, so that the visibility of parking would be somewhat screened and material consistency would be maintained. The brick lattice would occur at shallow recesses along the brick wall at the first level. These recesses would also include planters and benches. Additionally, the extensive glazing used at the building corner for the lobby, including the glass façade at street level, would help diminish the impact of the first level garage. While the brick is articulated at key points with latticework, benches and plantings, the building corner at Menlo Avenue and Evelyn Street remains predominately solid brick. The Planning Commission can consider whether there are additional options to articulate the street façade including alternate material treatments or a water feature.

At the third level, the residential units would have similar material treatment as the second level but would be stepped back from the lower levels. The extensive glazing and the deep sunshades for the residential units would wrap around the building corners and extend across the Menlo Avenue and Evelyn Street façades. The third level would differ from the treatment of the lower levels by both this level looking more proportionally compressed in height from the middle façade zone and by emphasizing the horizontal use of lines at the upper floor's façade and roof edge. The building elevation facing the parking lot would have a more solid volume appearance, but complements the more repetitive metal and glass elements on rest of the second level.

Overall, the three zones of the facades would be well distinguished with the emphasis placed on the second level as an almost double-high façade zone. This location's sunshade comprised of vertical fins and recessed glazing would provide rhythm to the façade and frame the extensive glazing at the office level. Furthermore, vertically proportioned and vine covered brick wall planes would abut the supermarket's façade on both sides. This would create effective material transitions to the abutting building.

Materials and detailing

The proposed project would feature a contemporary architectural style with varied materials and clean massing and form. The design would feature copper tone Roman brick with a smooth finish on the first level walls and the stair tower. White and gray cement plaster would be used at recessed wall planes on the second and third levels. Additional architectural interest would be created by the board form concrete planters and benches, dark bronze metal at window frames, metal channel roofing on the third floor stairs, and sunshades. Glazing would be clear insulated glass per the materials board.

The material and color palette would provide texture change and color contrast between adjacent finishes. The copper-reddish bricks would warm an otherwise cool color palette, while the dark bronze metal window frames and sunshades would provide a sharp contrast with glazing and adjacent white stucco walls. Detailing would produce clean/sharp edges and clear transitions between materials. Windows recessed from stucco wall faces or metal window frames, frameless glass guard railings, and decorative brick patterns would be consistent with the contemporary design treatment. The building volume would be articulated by substantial glazing on the upper levels, frameless glazed deck railings, and metal sunshades that project outward at the second and third levels in an interesting pattern. The façade treatments would wrap the building corners to highlight the unified building form as viewed from an angle.

Parking and circulation

Vehicular

Vehicular access for the site would be provided by the garage entrance on the Evelyn Street frontage. The location of the garage entrance complies with transportation best practices, as it would be located on the less busy of the two streets, and it would be a sufficient distance from the intersection to minimize turning conflicts. To accommodate the new garage entrance, the on-street parking spaces would be shifted slightly away from the new entrance. The existing loading zone would also be modified, as discussed in a following section.

This property was previously part of the P (parking) district. When a P parcel is redeveloped, parking for the first 1.0 FAR is satisfied by replacing the parking previously provided on the parcel, which in this case is seven spaces. The parking for the remaining FAR is provided based on the Specific Plan parking requirements. For this development, the general office use is covered under the first 1.0 FAR, and the residential units require one space for every residential unit or a total of three parking spaces, for a total requirement of 10 spaces. Thirteen parking spaces would be provided on the ground level, which exceeds the requirement.

The garage is designed with a backup area to enable cars to turn around and exit in a forward-facing direction. Two electric vehicle charging stations are proposed, which would exceed the current Specific Plan requirement for such facilities. A gate would be located at the garage entrance and would be required to be open between the hours of 7:00 a.m. and 7:00 p.m. per condition 4d, in order to limit the potential for vehicles blocking the sidewalk while waiting for the gate to open. A lobby with a staircase and elevator at the northwest corner of the building would provide direct access from the garage to the office and residential uses. In addition, pedestrian doors on the west and east sides of the garage would provide access from the garage to parking plaza #4 and Menlo Avenue.

Bicycle

The project would provide required bicycle parking in both short-term and long-term configurations. Short-term bicycle parking would be provided via racks near the lobby entrance along Evelyn Street. Long-term bicycle parking would be located in the garage level, with access provided both by the garage entrance on Evelyn Street as well as pedestrian doors from Menlo Avenue and parking plaza #4. Similar to vehicular parking, covered bicycle parking is exempt from FAR calculations.

Pedestrian

Access to/from the office space and residential units on the second and third levels would be provided via the lobby on Evelyn Street and a staircase on Menlo Avenue. The existing sidewalks on Evelyn Street and Menlo Avenue would remain and would be repaired/replaced as needed to match the existing sidewalk. The sidewalk along Evelyn Street would be eight feet wide and the sidewalk along Menlo Avenue would be 10 feet wide. As part of the project, three new street trees would be provided along Evelyn Street. Benches would be incorporated into the building façade along Evelyn Street and Menlo Avenue and would further enhance the pedestrian experience.

Undergrounding of overhead utilities

Specific Plan Guideline E.3.7.07 states that all utilities in conjunction with new residential and commercial development should be placed underground. Currently, overhead lines run along the Evelyn Street frontage. As part of the project, the applicant is relocating the utilities (power, communication lines, and fiber optic) along Evelyn Street underground in order to comply with the undergrounding guideline. The undergrounding includes undergrounding the utility lines beginning at the power pole located near the northwest property corner, running across Evelyn Street, and ending at the power pole located at the northeast corner of the Menlo Avenue and Evelyn Street intersection. This would allow fire access from Evelyn Street, and would also permit the retention of the Menlo Avenue street trees. The undergrounding plans will be finalized prior to building permit issuance and are subject to PG&E, City of Menlo Park, and the Menlo Park Fire Protection District review and approval per condition 4e.

Draeger's Market loading zone

As noted earlier, the subject parcel was used for many years as a loading and employee parking area for the adjacent Draeger's Market, but this arrangement was terminated in 2001. As a result, in March 2002, the City Council reviewed and conditionally approved the use of loading zones and related operational requirements for Draeger's Market on Evelyn Street, subject to a condition of approval stating, "At such time as City approvals are actively pursued for the development of the property located at 840 Menlo Avenue, the City Council shall reconsider the placement, design, and/or use of the loading zones on Evelyn Street". The subject project thus requires the reevaluation of the existing loading zone on Evelyn Street, and staff has met with representatives of Draeger's Market in order to evaluate alternatives. Staff recommends relocating the loading zone from Evelyn Street to Menlo Avenue and extending the allowed hours for the loading zones within the parking plaza. The specific proposed modifications are:

- The adjacent parking plaza currently allows loading until 10:00 a.m., Monday through Friday on the side closest to the Draeger's Market. The hours allowed for loading on the other side of that drive aisle would be extended from 7:00 a.m. to 9:00 a.m., Monday through Friday.
- Convert two existing on-street spaces on Menlo Avenue to a loading zone with hours starting at 7:00 a.m. to 8:00 p.m. on weekdays and 9:00 a.m. to 8:00 p.m. on weekends. And eliminate the existing loading zone on Evelyn Street.

On November 14, 2017, the loading zone changes were presented to the City Council as an information item. On January 10, 2018, the Complete Streets Commission reviewed the modifications to the loading zone and voted 8-0-1 to encourage staff to work with Draeger's Market and 840 Menlo Avenue representatives to develop an alternative loading zone location without using Menlo Avenue. Draeger's Market and 840 Menlo Avenue representatives have expressed concerns and preferences about the proposed changes to the loading zone. After additional review and discussion, staff has determined that Menlo Avenue continues to be a viable option for the loading zone.

While the Planning Commission can provide feedback on the loading zone modifications, it is not directly part of the architectural control permit actions and would ultimately be reviewed by the City Council after the Planning Commission takes action on the architectural control permit. A condition of approval (4f) has been added to the project indicating that any approval would be conditional on the City Council relocating the Evelyn Street loading zone.

Open space, trees, and landscaping

Open space

The project would exceed the minimum private open space requirement for the residential units. The minimum private open space requirement is 80 square feet for every residential unit. Each residential unit would have a private terrace, the smallest of which would be 194 square feet. The terraces would be designed as extensions of the living spaces, in compliance with relevant guidelines. The D zoning sub-district does not require common open space for the entire development.

Trees

The applicant has submitted an arborist report (Attachment I) detailing the species, size, and conditions of the significant trees on or near the site. The report determines the present condition, discusses the impacts of the proposed improvements, and provides recommendations for tree removals.

The plans and arborist report currently indicate the removal of nine trees. None of these trees are heritage trees, and three are street trees on Menlo Avenue. According to the arborist report, the non-heritage on-site trees (Trees #1-6) are all London planes and are in good condition, but are located within the proposed building footprint. Since the D sub-district requires a zero-foot setback in order to reinforce the traditional downtown building form, the removal of these on-site trees is effectively required. While no replacement trees are required for the non-heritage tree removals, the applicant is proposing three new street trees along Evelyn Street. The arborist report recommends measures to ensure the continued health of the proposed trees after planting.

The three street trees (Trees #7-9) on Menlo Avenue were proposed for removal at an earlier stage of the project review process, but the City Arborist did not support the removal of these trees as they are overall in good condition and form a uniquely consistent landscaping aesthetic on this block. The applicant has since agreed to retain and protect these trees, and the project plans project plans correctly show their preservation, although the arborist report was not able to be updated in time for the Planning Commission meeting. Prior to building permit issuance, the arborist report would be comprehensively revised to show the retention of these trees and incorporate any associated preservation measures (condition 3q).

Landscaping

Landscaping would be limited due to the zero-foot setback requirement, but carefully selected plant choices would add to the design's appeal. Raised planters are proposed at the northwest corner of the property at the lobby entrance. The building recesses on Evelyn Street and Menlo Avenue would also feature plantings

to soften the garage elevation. The decorative plants in the planters would have strong architectural lines such as the snake plant or striking color such as the pink muhly. On the third level, a common terrace area would feature podocarpus shrubs in planters along the interior lot line. Additional plantings would include three new Sycamore street trees along Evelyn Street and Boston ivy at the tall brick walls near the supermarket. The specific plantings are subject to change and refinement at the building permit stage. Building lighting would be used to highlight the landscaping at planters and the brick latticework.

Trash and recycling

The development would have a shared trash and recycling area on the ground level, in the garage. The bins would be wheeled out to the street on the service day for collection. The plans have been reviewed and tentatively approved by the City's refuse collector, Recology.

Correspondence

Staff received one email regarding this project after the initial public notice. The comments in the email included concerns about the proposed building's design and lack of retail use. The applicant provided a memo describing their outreach efforts including a letter that was sent to the neighboring properties within 300 feet for the project site and four responses received directly by the applicant that were generally supportive of the project. The applicant also held an informational meeting on February 8, 2017; however, there was no attendance at this meeting. These documents are included as Attachment J. Staff has also received correspondence on the loading zone topic, although that is not attached to this report as it does not strictly relate to the architectural control request.

Conclusion

Staff believes that the proposal would produce a visually refined piece of contemporary architecture that relates in scale and materials to the surrounding buildings. The proposed design's form and massing as seen from the street would create a clean, contemporary expression of rectangular elements with strongly defined edges in varied materials. Materials, finishes and colors would add additional architectural interest to the building. The proposal would adhere to the extensive standards and guidelines established by the Specific Plan, as verified in detail in the Standards and Guidelines Compliance Worksheet.

The proposal would meet the Specific Plan's Base level standards, which were established to achieve inherent public benefits, such as the redevelopment of underutilized properties, the creation of more vitality and activity, and the promotion of healthy living and sustainability. Vehicular and bicycle parking requirements would be met, and the development would also provide a positive pedestrian experience. Three new street trees would be located along Evelyn Street. New landscaping would be planted throughout the site and the private open space would exceed the minimum standards. Therefore, staff recommends that the Planning Commission approve the proposed architectural control.

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. In addition, the proposed development would be subject to payment of Transportation Impact Fee (TIF), Specific Plan Transportation Infrastructure Proportionate Cost-Sharing Fee, and the El Camino Real/Downtown Specific Plan Preparation Fee. These required fees were established to account for projects' proportionate obligations.

Environmental Review

The Specific Plan process included detailed review of projected environmental impacts through a program Environmental Impact Report (EIR), as required by the California Environmental Quality Act (CEQA). In compliance with CEQA requirements, the Draft EIR was released in April 2011, with a public comment period that closed in June 2011. The Final EIR, incorporating responses to Draft EIR comments, as well as text changes to parts of the Draft EIR itself, was released in April 2012, and certified along with the final Plan approvals in June 2012.

The Specific Plan EIR identifies no impacts or less-than-significant impacts in the following categories: Aesthetic Resources; Geology and Soils; Hydrology and Water Quality; Land Use Planning and Policies; Population and Housing; and Public Services and Utilities. The EIR identifies potentially significant environmental effects that, with mitigation, would be less than significant in the following categories: Biological Resources; Cultural Resources; Hazards and Hazardous Materials. The EIR identifies potentially significant environmental effects that will remain significant and unavoidable in the following categories: Air Quality; Greenhouse Gases and Climate Change; Noise; and Transportation, Circulation and Parking. The Final EIR actions included adoption of a Statement of Overriding Considerations, which is a specific finding that the project includes substantial benefits that outweighs its significant, adverse environmental impact.

As specified in the Specific Plan EIR and the CEQA Guidelines, program EIRs provide the initial framework for review of discrete projects. In particular, projects of the scale of 840 Menlo Avenue are required to be analyzed with regard to whether they would have impacts not examined in the Program EIR. This conformance checklist, which analyzes the project in relation to each environmental category in appropriate detail, is included as Attachment K. As detailed in the conformance checklist, the proposed project would not result in greater impacts than were identified for the Program EIR. Relevant mitigation measures have been applied and would be adopted as part of the Mitigation Monitoring and Reporting Program (MMRP), which is included as Attachment L. Full compliance with the MMRP would be ensured through condition 4a. No new impacts have been identified and no new mitigation measures are required for the proposed project. Mitigations include construction-related best practices regarding air quality and noise, payment of transportation-impact-related fees (condition 4k), and implementation of a Transportation Demand Management (TDM) program (Attachment M). The MMRP also includes three completed mitigation measures related to cultural resources, noise, and hazardous materials. A phase I environmental site assessment, acoustic report, and cultural resources evaluation were performed by qualified professionals and determined that the proposed project would have no additional impacts. These studies are available for review upon request.

Specific Plan Maximum Allowable Development

Per Section G.3, the Specific Plan establishes the maximum allowable net new development as follows:

Residential uses: 680 units; and

Non-residential uses, including retail, office and hotel: 474,000 square feet.

These totals are intended to reflect likely development throughout the Specific Plan area. As noted in the Plan, development in excess of these thresholds will require amending the Specific Plan and conducting additional environmental review.

If the project is approved and implemented, the Specific Plan Maximum Allowable Development would be revised to account for the net changes as follows:

	Dwelling Units	Commercial Square Footage
Existing	0	0
Proposed	3	6,610
Net Change	3	6,610
<u>% of Maximum Allowable Development</u>	0.4%	1.4%

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 on architectural control 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 Action
- B. Location Map
- C. Data Table
- D. Project Plans
- E. Project Description Letter
- F. Specific Plan Standards and Guidelines Compliance Worksheet
- G. Arborist Report
- H. Correspondence
- I. EIR Conformance Checklist
- J. Mitigation Monitoring and Reporting Program (MMRP)
- K. Transportation Demand Management (TDM) program
- L. Construction Phasing Plan

Disclaimer

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

Exhibits to Be Provided at Meeting

Color and materials board

Report prepared by:
Kaitie Meador, Associate Planner

Report reviewed by:
Thomas Rogers, Principal Planner
Mark Muenzer, Assistant Community Development Director

840 Menlo Avenue – Attachment A: Recommended Actions

LOCATION: 840 Menlo Avenue	PROJECT NUMBER: PLN2014-00002	APPLICANT: Hayes Group Architects	OWNER: Charles Troglio
PROPOSAL: Request for architectural control to construct a new, three-story mixed-use building on a vacant lot located at 840 Menlo Avenue in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The building would consist of parking and lobby entrances on the ground level, non-medical office on the second level, and three dwelling units (with terraces) on the third level.			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
ACTION:			
<ol style="list-style-type: none"> 1. Make findings with regard to the California Environmental Quality Act (CEQA) that the proposal is within the scope of the project covered by the El Camino Real/Downtown Specific Plan Program EIR, which was certified on June 5, 2012. Specifically, make findings that: <ol style="list-style-type: none"> a. A checklist has been prepared detailing that no new effects could occur and no new mitigation measures would be required (Attachment I). b. Relevant mitigation measures have been incorporated into the project through the Mitigation Monitoring and Reporting Program (Attachment J), which is approved as part of this finding. c. Upon completion of project improvements, the Specific Plan Maximum Allowable Development will be adjusted by 3 residential units and 6,610 square feet of non-residential uses, accounting for the project's net share of the Plan's overall projected development and associated impacts. 2. 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 development is consistent with the El Camino Real/Downtown Specific Plan, as verified in detail in the Standards and Guidelines Compliance Worksheet (Attachment F). 3. 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 Hayes Group Architects, consisting of 34 plan sheets, dated received on February 28, 2018, approved by the Planning Commission on March 12, 2018, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. b. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. 			

840 Menlo Avenue – Attachment A: Recommended Actions

LOCATION: 840 Menlo Avenue	PROJECT NUMBER: PLN2014-00002	APPLICANT: Hayes Group Architects	OWNER: Charles Troglia
PROPOSAL: Request for architectural control to construct a new, three-story mixed-use building on a vacant lot located at 840 Menlo Avenue in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The building would consist of parking and lobby entrances on the ground level, non-medical office on the second level, and three dwelling units (with terraces) on the third level.			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
<p>ACTION:</p> <ul style="list-style-type: none"> c. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, California Water Company and utility companies' regulations that are directly applicable to the project. d. Prior to commencing any work within the right-of-way or public easements, the applicant shall obtain an encroachment permit from the appropriate reviewing jurisdiction. e. Prior to building permit issuance, Stormwater Pollution Prevention Program Best Management Practices (BMPs) for construction shall be implemented to protect water quality, in accordance with the approved Stormwater Pollution Prevention Plan (SWPPP). BMP plan sheets are available electronically for inserting into Project plans. The plan is subject to the review and approval of the Engineering Division. f. Prior to building permit issuance, the applicant shall submit a plan for: 1) construction safety fences around the periphery of the construction area, 2) dust control, 3) air pollution control, 4) erosion and sedimentation control, and 5) tree protection fencing. The plans shall be subject to review and approval by the Building, Engineering, and Planning Divisions prior to issuance of a building permit. The fences and erosion and sedimentation control measures shall be installed according to the approved plan prior to commencing construction. g. Prior to building permit issuance, the Applicant shall submit a draft "Stormwater Treatment Measures Operations and Maintenance (O&M) Agreement" with the City subject to review and approval by the Engineering Division. The property owner will be responsible for the operation and maintenance of stormwater treatment measures for the project. The agreement shall be recorded and documentation shall be provided to the City prior to final occupancy. h. Prior to building permit issuance, the applicant shall submit a Grading and Drainage Plan for review and approval by the Engineering Division. Post-construction runoff into the storm drain shall not exceed pre-construction runoff levels. A Hydrology Report will be required to the satisfaction of the Engineering Division. Slopes for the first 10 feet perpendicular to the structure must be 5% minimum for pervious surfaces and 2% minimum for impervious surfaces, including roadways and parking areas, as required by CBC §1804.3. Discharges from the garage ramp and underground parking areas are not allowed into the storm drain system. Discharge must be treated with an oil/water separator and must connect to the sanitary sewer system. This will require a permit from West Bay Sanitary District. i. Prior to building permit issuance, Applicant shall submit Covenants, Conditions and Restrictions (CC&Rs) to the City for City Attorney and Engineering Division review and approval. The CC&Rs shall provide for the maintenance of all infrastructure and utilities within the Project site or constructed to serve the Project. This shall include, but not be 			

840 Menlo Avenue – Attachment A: Recommended Actions

LOCATION: 840 Menlo Avenue	PROJECT NUMBER: PLN2014-00002	APPLICANT: Hayes Group Architects	OWNER: Charles Troglia
PROPOSAL: Request for architectural control to construct a new, three-story mixed-use building on a vacant lot located at 840 Menlo Avenue in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The building would consist of parking and lobby entrances on the ground level, non-medical office on the second level, and three dwelling units (with terraces) on the third level.			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
<p>ACTION:</p> <p>limited to, the private open spaces, shared parking spaces, common walkways, common landscaping, and the stormwater drainage and sewer collection systems.</p> <ul style="list-style-type: none"> j. Prior to building permit issuance, the Applicant shall submit engineered Off-Site Improvement Plans (including specifications & engineers cost estimates), for approval by the Engineering Division, showing the infrastructure necessary to serve the Project. The Improvement Plans shall include, but are not limited to, all engineering calculations necessary to substantiate the design, proposed roadways, drainage improvements, utilities, traffic control devices, retaining walls, sanitary sewers, and storm drains, pump/lift stations, street lightings, common area landscaping and other project improvements. The Plan shall include removal and replacement of any damaged and significantly worn sections of frontage improvements. During the design phase of the construction drawings, all potential utility conflicts shall be potholed with actual depths recorded on the improvement plans submitted for City review and approval. All public improvements shall be designed and constructed to the satisfaction of the Engineering Division. The Off-Site Improvements Plan shall be approved prior to issuance of a building permit. k. Prior to building permit issuance, and as part of the off-site improvements plan, the applicant shall submit plans for street light design per City standards, at locations approved by the City. All street lights along the project frontages shall be painted Mesa Brown and upgraded with LED fixtures compliant with PG&E standards, and are subject to the review and approval of the Engineering Division. l. Prior to building permit issuance, the applicant shall provide documentation indicating the amount of irrigated landscaping. If the project proposes more than 500 square feet of irrigated landscaping, it is subject to the City's Water Efficient Landscaping Ordinance (Municipal Code Chapter 12.44). If this project is creating more than 5,000 square feet of irrigated landscaping, per the City's Water Efficient Landscape Ordinance (Municipal Code 12.44) the irrigation system is required to have a separate water service. Submittal of a detailed landscape plan would be required concurrently with the submittal of a complete building permit application. m. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval of 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. n. If construction is not complete by the start of the wet season (October 1 through April 30), the applicant shall implement a winterization program to minimize the potential for erosion and sedimentation. As appropriate to the site and status of construction, winterization 			

840 Menlo Avenue – Attachment A: Recommended Actions

LOCATION: 840 Menlo Avenue	PROJECT NUMBER: PLN2014-00002	APPLICANT: Hayes Group Architects	OWNER: Charles Troglia
PROPOSAL: Request for architectural control to construct a new, three-story mixed-use building on a vacant lot located at 840 Menlo Avenue in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The building would consist of parking and lobby entrances on the ground level, non-medical office on the second level, and three dwelling units (with terraces) on the third level.			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
<p>ACTION:</p> <p>requirements shall include inspecting/maintaining/cleaning all soil erosion and sedimentation controls prior to, during, and immediately after each storm event; stabilizing disturbed soils through temporary or permanent seeding, mulching, matting, tarping or other physical means; rocking unpaved vehicle access to limit dispersion of much onto public right-of-way; and covering/tarping stored construction materials, fuels, and other chemicals. Plans to include proposed measures to prevent erosion and polluted runoff from all site conditions shall be submitted for review and approval of the Engineering Division prior to beginning construction.</p> <ul style="list-style-type: none"> o. The Applicant shall retain a civil engineer to prepare "as-built" or "record" drawings of public improvements, and the drawings shall be submitted in AutoCAD and Adobe PDF formats to the Engineering Division prior to Final Occupancy. p. Street trees and heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the recommendations of the arborist report prepared by Michael L. Bench, dated December 14, 2017. Applicant shall submit a tree preservation plan, detailing the location of and methods for all tree protection measures as part of a complete building permit application and is subject to review and approval by the City prior to building permit issuance. q. Street trees shall be from the City-approved street tree species or to the satisfaction of City Arborist. Irrigation within public right of way shall comply with City Standard Details LS-1 through LS-19. r. Prior to building permit issuance, the applicant shall pay all Public Works fees. Refer to City of Menlo Park Master Fee Schedule. s. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a lighting plan, providing the location, architectural details and specifications for all exterior lighting subject to review and approval by the Planning Division. t. Simultaneous with the submittal of a complete building permit application, a design-level geotechnical investigation report shall be submitted to the Building Division for review and confirmation that the proposed development fully complies with the California Building Code. The report shall determine the project site's surface geotechnical conditions and address potential seismic hazards. The report shall identify building techniques appropriate to minimize seismic damage. u. A complete building permit application will be required for any remediation work that requires a building permit. No remediation work that requires approval of a building permit shall be initiated until the applicant has received building permit approvals for that work. All building permit applications are subject to the review and approval of the Building Division. 			

840 Menlo Avenue – Attachment A: Recommended Actions

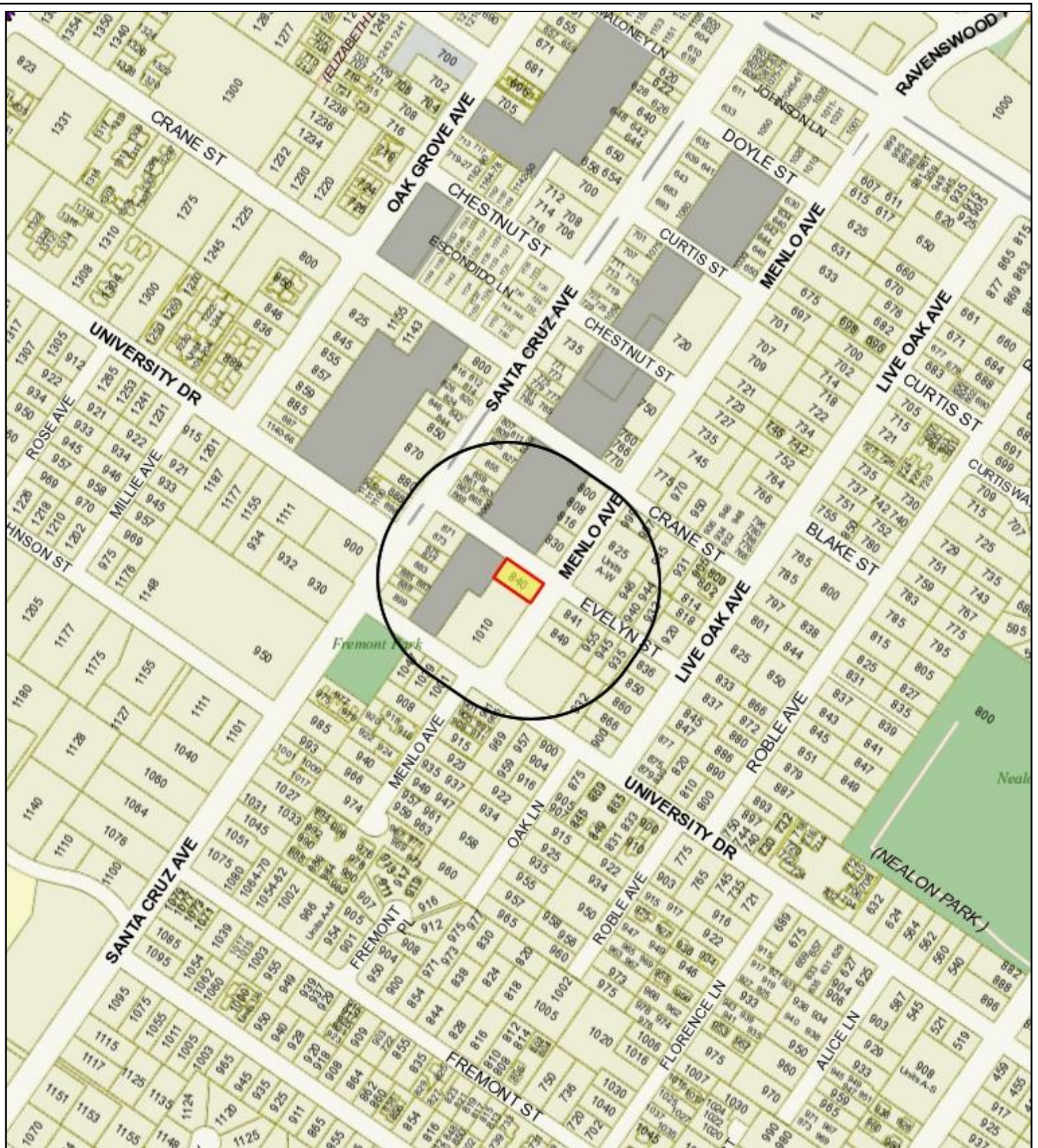
LOCATION: 840 Menlo Avenue	PROJECT NUMBER: PLN2014-00002	APPLICANT: Hayes Group Architects	OWNER: Charles Troglio
PROPOSAL: Request for architectural control to construct a new, three-story mixed-use building on a vacant lot located at 840 Menlo Avenue in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The building would consist of parking and lobby entrances on the ground level, non-medical office on the second level, and three dwelling units (with terraces) on the third level.			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
<p>ACTION:</p> <ul style="list-style-type: none"> v. Prior to building permit issuance, the applicant shall submit plans for construction related parking management, construction staging, material storage and Traffic Control Handling Plan (TCHP) to be reviewed and approved by the City. The applicant shall secure adequate parking for any and all construction trades. Construction parking in the public parking plazas will be subject to City review and approval. The plan shall include construction phasing and anticipated method of traffic handling for each phase. w. All public right-of-way improvements, including frontage improvements and the dedication of easements and public right-of-way, shall be completed to the satisfaction of the Engineering Division prior to building permit final inspection. <p>4. Approve the architectural control subject to the following project-specific conditions:</p> <ul style="list-style-type: none"> a. The applicant shall address all Mitigation Monitoring and Reporting Program (MMRP) requirements as specified in the MMRP (Attachment J). Failure to meet these requirements may result in delays to the building permit issuance, stop work orders during construction, and/or fines. b. Simultaneous with the submittal of a complete building permit application, the applicant shall submit an updated LEED Checklist, subject to review and approval of the Planning Division. The Checklist shall be prepared by a LEED Accredited Professional (LEED AP). The LEED AP should submit a cover letter stating their qualifications, and confirm that they have prepared the Checklist and that the information presented is accurate. Confirmation that the project conceptually achieves LEED Silver certification shall be required before issuance of the building permit. Prior to final inspection of the building permit or as early as the project can be certified by the United States Green Building Council, the project shall submit verification that the development has achieved final LEED Silver certification. c. Simultaneous with the submittal of a complete building permit application, the plans shall be updated to provide clarification that the commercial windows/storefronts shall be recessed from the primary building façade a minimum of 6 inches, subject to review and approval of the Planning Division. d. The parking garage gate shall remain open between the hours of 7:00 a.m. and 7:00 p.m., in order to limit the potential for vehicles blocking the sidewalk while waiting for the gate to open. The Transportation Manager may adjust these times if requested in the future, provided that the applicant demonstrates that pedestrian safety will not be compromised. 			

840 Menlo Avenue – Attachment A: Recommended Actions

LOCATION: 840 Menlo Avenue	PROJECT NUMBER: PLN2014-00002	APPLICANT: Hayes Group Architects	OWNER: Charles Troglia
PROPOSAL: Request for architectural control to construct a new, three-story mixed-use building on a vacant lot located at 840 Menlo Avenue in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The building would consist of parking and lobby entrances on the ground level, non-medical office on the second level, and three dwelling units (with terraces) on the third level.			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
ACTION:			
<ul style="list-style-type: none"> e. Simultaneous with the submittal of a complete building permit application, the Applicant shall submit plans that include undergrounding of the overhead utilities along the project frontage on Evelyn Street in accordance with the approved plan set. All lateral connections to overhead electric, fiber optic, and communication lines shall be placed in a joint trench. The undergrounding plans will be finalized prior to building permit issuance and are subject to PG&E, City of Menlo Park, and the Menlo Park Fire Protection District review and approval. f. Project approval is conditional on the City Council reconsidering the placement, design, and/or use of the Draeger’s Market loading zones currently located on Evelyn Street. The building permit shall not be issued prior to City Council action to modify this loading zone. g. Prior to issuance of each building permit, the applicant shall pay the applicable Building Construction Street Impact Fee in effect at the time of payment to the satisfaction of the Public Works Director. The current fee is calculated by multiplying the valuation of the construction by 0.0058. h. Any nonstandard improvements within public right-of-way shall be maintained in perpetuity by the owner. Owner shall execute an Agreement to maintain non-standard sidewalks and planting strips if any. Agreement shall be subject to review and approval of the Engineering Division and City Attorney and shall be recorded prior to final occupancy. i. Prior to final inspection, the Applicant shall submit a landscape audit report to the Public Works Department. j. Prior to issuance of building permit, the applicant shall submit the El Camino Real/Downtown Specific Plan Preparation Fee, which is established at \$1.13/square foot for all net new development. For the subject proposal, the fee is estimated at \$12,962.23 (\$1.13 x 11,471 net new square feet). k. Prior to issuance of building permit, the applicant shall submit all relevant transportation impact fees (TIF), subject to review and approval of the Transportation Division. Such fees include: <ul style="list-style-type: none"> i. The TIF is estimated to be \$37,717.20. The fee was calculated as follows: (\$4.80/s.f. x 6,610 s.f. office) + (\$1,996.40/unit x 3 multi-family units). Please note this fee is updated annually on July 1st based on the Engineering News Record Bay Area Construction Cost Index. Fees are due before a building permit is issued. ii. The City has adopted a Supplemental Transportation Impact Fee for the infrastructure required as part of the Downtown Specific Plan. The fee is calculated 			

840 Menlo Avenue – Attachment A: Recommended Actions

LOCATION: 840 Menlo Avenue	PROJECT NUMBER: PLN2014-00002	APPLICANT: Hayes Group Architects	OWNER: Charles Troglio
PROPOSAL: Request for architectural control to construct a new, three-story mixed-use building on a vacant lot located at 840 Menlo Avenue in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The building would consist of parking and lobby entrances on the ground level, non-medical office on the second level, and three dwelling units (with terraces) on the third level.			
DECISION ENTITY: Planning Commission	DATE: March 12, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kahle, Onken, Riggs, Strehl)			
ACTION: <p style="text-align: center;">at \$393.06 per PM peak hour vehicle trip, with a credit for the existing trips. The proposed project is estimated to generate 12 PM peak hour trips, so the supplemental TIF is estimated to be \$4,716.72. Payment is due before a building permit is issued and the supplemental TIF will be updated annually on July 1st along with the TIF.</p>			



City of Menlo Park
 Location Map
 840 Menlo Avenue



840 Menlo Avenue – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	6,936 sf	6,936 sf	n/a sf min.
Setbacks			
Evelyn Street	0 ft.	n/a ft.	0 ft. min./max.
Menlo Avenue	0 ft.	n/a ft.	0 ft. min./max.
Side (interior)	0 ft.	n/a ft.	0 ft. min./max.
Rear	0 ft.	n/a ft.	0 ft. min.
Density	3 du 18.84 du/acre	n/a du n/a du/acre	3.98 du max. 25 du/acre max.
FAR (Floor Area Ratio)	11,471 sf 165.4 %	n/a sf n/a %	13,874 sf max. 200 % max.
Square footage by use			
Residential	4,861 sf	n/a sf	13,874 sf max.
Non-Med. Office	6,610 sf	n/a sf	6,937 sf max.
Building height	38.0 ft.	n/a ft.	38.0 ft. max.
Parking	13 spaces	7 spaces	10 spaces; first 1.0 FAR covered by replacement of existing parking spaces; 1 space per du min. (residential)
Trees			
	Heritage trees 0	Non-Heritage trees 9*	New Trees 3*
	Heritage trees proposed for removal 0	Non-Heritage trees proposed for removal 6	Total Number of Trees 6*
	*Includes street trees		



HAYES GROUP ARCHITECTS, INC.
 2750 UNIVERSITY STREET
 REDWOOD CITY, CA 94063
 P: 650.365.0600
 F: 650.365.0670
 www.hayesgroup.com

PROJECT DESCRIPTION:
 840 MENLO AVE.
 840 MENLO AVE
 MENLO PARK, CA
 CA, 94025

DESCRIPTION:
 PLANNING SET
 1.08.16

- SHEET REVISIONS
- △ PLANNING RESUBMITTAL
 - △ PLANNING RESUBMITTAL
 - △ 08.10.17
 - △ PLANNING RESUBMITTAL
 - △ 10.16.17
 - △ PLANNING RESUBMITTAL
 - △ PLANNING COMMISSION HEARING
 - △ 01.15.18
 - △ PLANNING COMMISSION UPDATES
 - △ 03.22.18

DRAWING CONTENT
 DRAWING INDEX, VICINITY MAP,
 PROJECT INFORMATION, PROJECT
 CONSULTANTS

STAMP

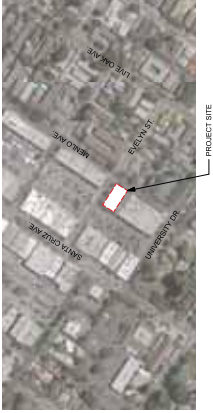
DATE NUMBER
 SCALE
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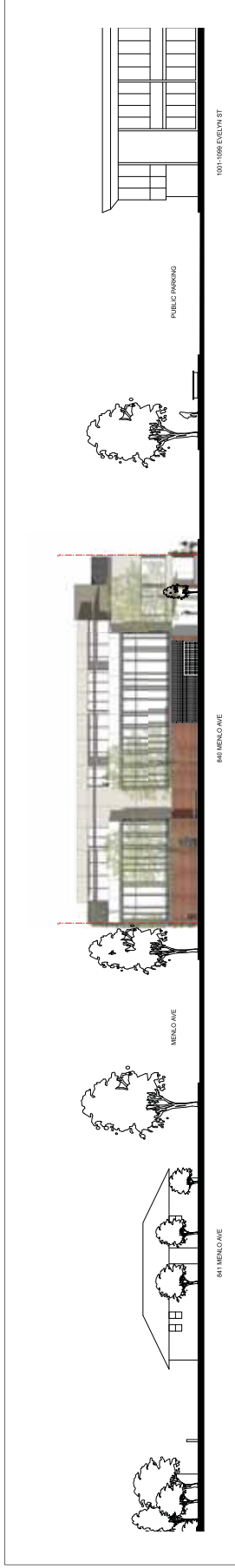
DRAWING NUMBER
A0.1

PLANNING COMMISSION SET FOR:
840 MENLO AVE
MENLO PARK, CA 94025
 03.12.2018



PROJECT CONSULTANTS		PROJECT INFORMATION		GENERAL ZONING COMPLIANCE ANALYSIS		DRAWING INDEX	
ARCHITECT	HAYES GROUP ARCHITECTS 2750 UNIVERSITY STREET REDWOOD CITY, CA 94063 P: 650.365.0600 F: 650.365.0670 WWW.HAYESGROUP.COM	PROJECT DESCRIPTION:	(N) THREE STORY MIXED USE BUILDING WITH GROUND FLOOR PARKING AND SECOND FLOOR OFFICE AND THREE RESIDENTIAL CONDOMINIUMS ON THE THIRD FLOOR.	REQUIRED	840 MENLO AVE 071272070	PROPOSED	COMPLETED
STRUCTURAL	SIBERA ENGINEERING GROUP 1000 UNIVERSITY STREET, 100 FREMONT, CA 94539 P: 510.445.4444 FAX: 510.445.4455 WWW.SIBERAENGINEERING.COM	APN:	071272070	ADRESS:	840 MENLO AVE	ARCHITECTURAL	LANDSCAPE
CIVIL/SURVEYOR	BKE ENGINEERS 1655 TECHNOLOGY PARK 408 467 789 PH WWW.BKEENGINEERS.COM CONTACT: ISAAC MONTEIRO MONTEIRO@BKE.COM	ZONING:	SP-ECHD	ASSESSOR'S PARCEL NUMBER:	071272070	A0.1	L1-0
MECHANICAL	135 MARK ST SUITE 400 SAN FRANCISCO, CA 94105 415.469.2301 PH WWW.MWNTWENTYFIVE.COM CONTACT: KEVIN WELLS KWELLS@M25F.COM	FLOOR:	B / RZ	TOTAL SITE AREA:	6,396 SF	A0.2	L1-1
LANDSCAPE	KEITH WELLS LANDSCAPE ARCHITECTS 888 SAN GABRIEL AVE, SUITE 10 SAN GABRIEL, CA 94065 510.330.2284 PH WWW.KWLANDSCAPE.COM CONTACT: KEITH WELLS KWELLS@KEITHWELLSLANDSCAPE.COM	OCCUPANCY:	V-8	HISTORIC DISTRICT:	NONE	A0.3	
ACOUSTIC	3174N GOLDEN DR SAN JOSE, CA 95128 650.562.1933 PH WWW.CARRILL.COM CONTACT: CAROL MESSINGER CMESSING@CARRILL.COM	BUILDING CODES:	2016 CALIFORNIA BUILDING CODE 2016 CALIFORNIA PLUMBING CODE 2016 CALIFORNIA ELECTRICAL CODE 2016 CALIFORNIA GREEN BUILDING CODE (CAL GREEN) 2016 STATE OF CALIFORNIA TITLE 24 ENERGY REGULATIONS ALL APPLICABLE LOCAL, COUNTY, STATE AND FEDERAL CODES, LAWS & REGULATIONS	FLOOD ZONE:	NONE	A1.1	
TDM	1700 S FOLBROOK AVENUE, SUITE 101-304 GARDEN GROVE, CA 92640 CONTACT: ELIZABETH HOBBS EHOBBS@TDMCONSULTANTS.COM	CONSTRUCTION TYPE:	8 / RZ	FRONT SETBACK:	NONE	A1.2	
UTILITY	SUNSHINE DESIGN LLC 304 CAROLINE LANE SUITE B 107.427.2000 FAX 11 SANTO DOMINGO, CA 94067 CONTACT: MICHAEL BENCH MBENCH@SUNSHINEDESIGNLLC.NET	REAR SETBACK:	NONE	SIDE SETBACK:	NONE	A1.3	
ARBORIST	MICHAEL L. BENCH 1000 UNIVERSITY STREET, SUITE 100 FREMONT, CA 94539 CONTACT: MICHAEL BENCH MBENCH@SUNSHINEDESIGNLLC.NET	MAXIMUM FACADE HEIGHT:	30'	MAXIMUM HEIGHT:	38'	A1.4	
		MINIMUM SITE COVERAGE:	100%	MINIMUM LANDSCAPE/OPEN SPACE AREA:	MIN. 26 SF PER RES UNIT	A1.5	
		LANDSCAPE AREA PROVIDED:	0 SF	MINIMUM LANDSCAPE/OPEN SPACE AREA:	MIN. 197 SF PER RES UNIT	A1.6	
		GROUND FLOOR OPEN SPACE AREA:	0 SF	GROUND FLOOR OPEN SPACE AREA:	0 SF	A1.7	
		TOTAL (REFER TO A5.4 AND A1.1):	2.0	TOTAL (REFER TO A5.4 AND A1.1):	644 SF	A1.8	
		MAXIMUM F.A.R.:	1.66	MAXIMUM F.A.R.:	1.66	A1.9	
						A1.10	
						A1.11	
						A1.12	
						A1.13	
						A1.14	
						A1.15	
						A2.1	
						A2.2	
						A3.0	
						A3.1	
						A3.2	
						A3.3	
						A3.4	
						A3.5	
						A4.1	
						E1.1	
						E1.2	
						C01.0	
						C1.0	
						C1.1	
						C1.2	
						C1.3	
						C1.4	
						C1.5	
						C1.6	
						C1.7	
						C1.8	
						C1.9	
						C1.10	
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						C1.15	
						C1.16	

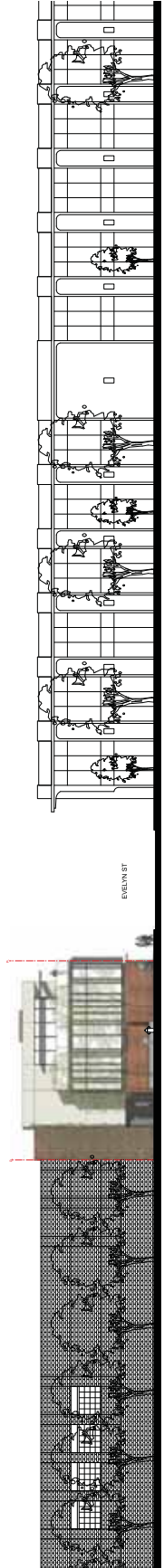




4
EVELYN ST ELEVATION
SCALE: 1/8" = 1'-0"



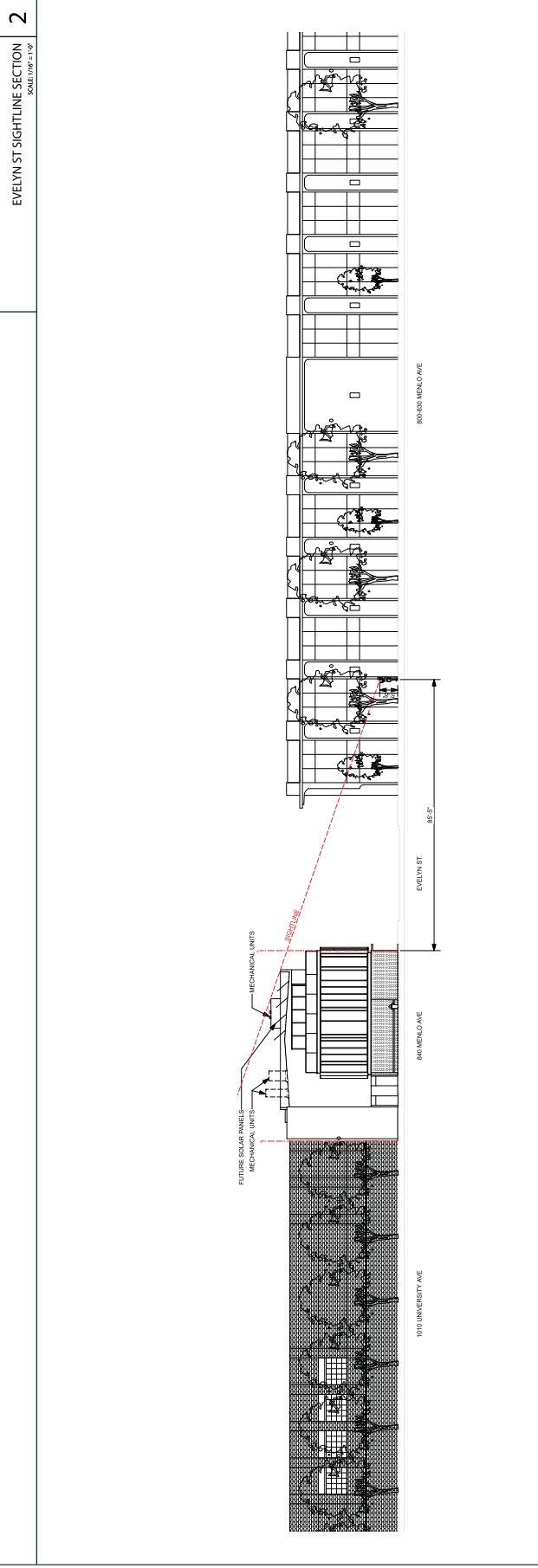
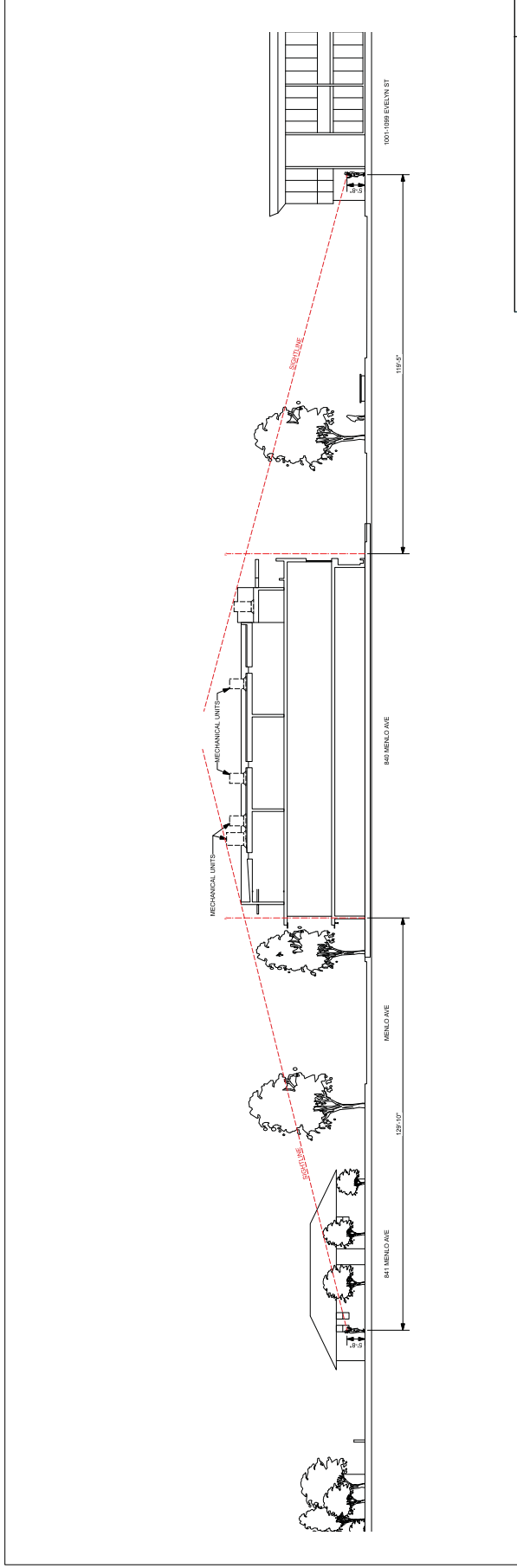
3
EVELYN ST STREETSCAPE
SCALE: 1/8" = 1'-0"

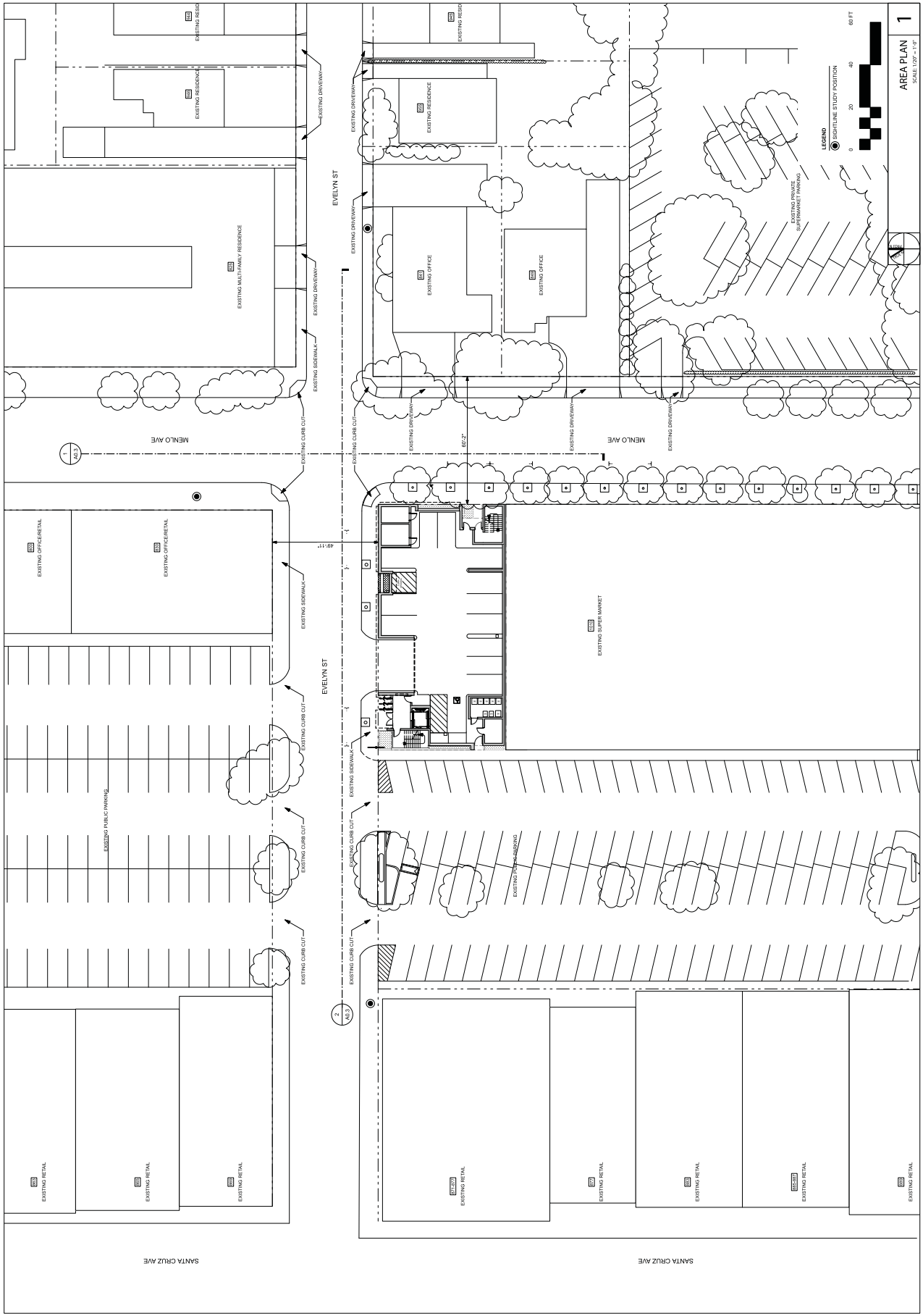


2
MENLO AVE ELEVATION
SCALE: 1/8" = 1'-0"



1
MENLO AVE STREETSCAPE
SCALE: 1/8" = 1'-0"





PROJECT DESCRIPTION:
840 MENLO AVE.
 840 MENLO AVE
 MENLO PARK, CA
 CA, 94025

DESCRIPTION:
 PLANNING SET
 12.08.18

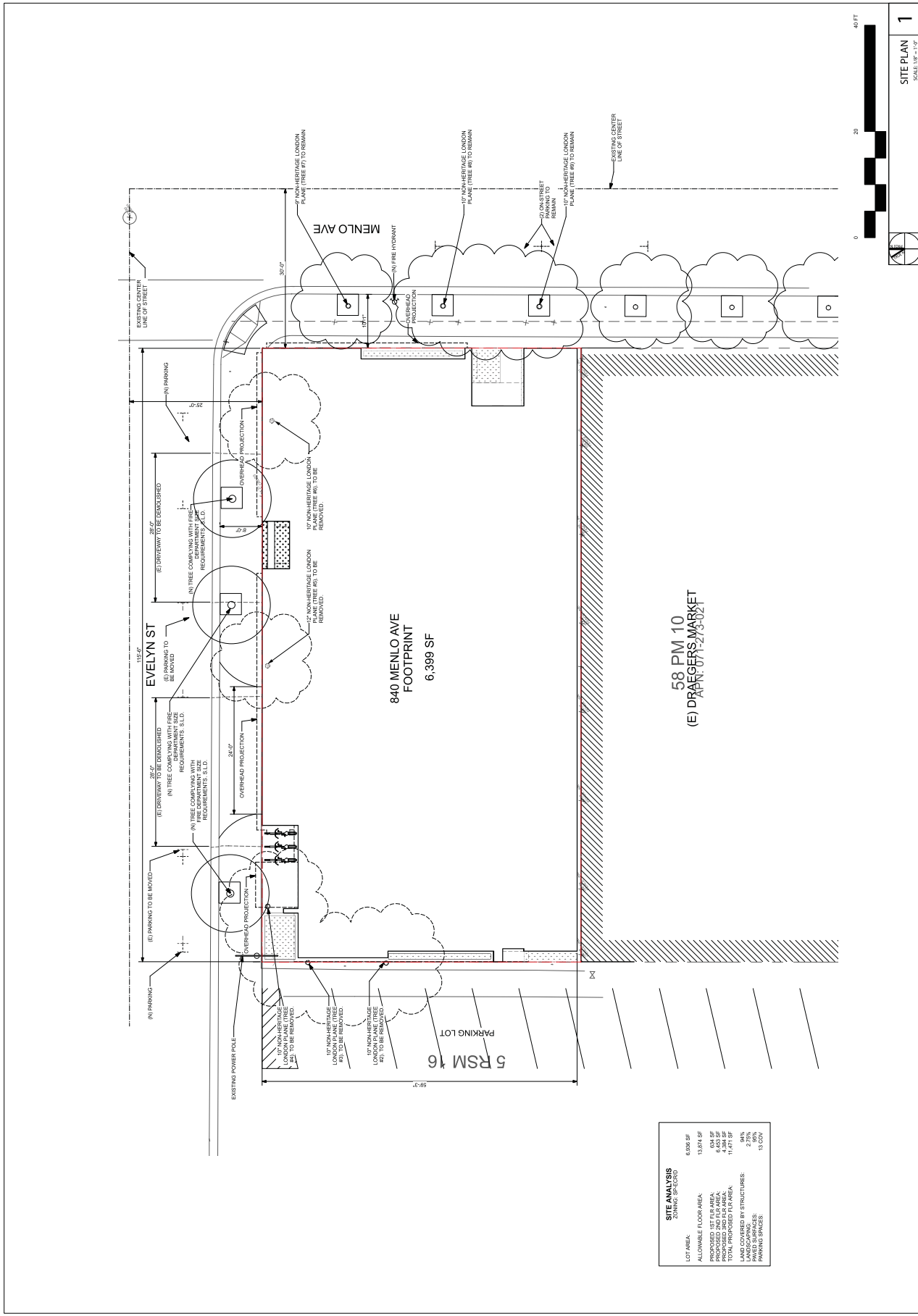
SHEET REVISIONS:
 Δ PLANNING SUBMITTAL
 Δ PLANNING SUBMITTAL
 Δ 10.16.17
 Δ PLANNING SUBMITTAL
 Δ 12.15.17
 Δ PLANNING COMMISSION HEARING
 Δ PLANNING COMMISSION UPDATES
 Δ 03.13.18

DRAWING CONTENT:
 SITE PLAN

STAMP:

DATE:
 12.08.18
SCALE:
 N.T.S.
DRAWN BY:
 [Name]
CHECKED BY:
 [Name]
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DRAWING NUMBER:
A1.2



SITE ANALYSIS	
LOT AREA:	6,000 SF
ALLOWABLE FLOOR AREA:	13,874 SF
PROPOSED NET FLOOR AREA:	624 SF
PROPOSED GROSS FLOOR AREA:	4,304 SF
TOTAL PROPOSED FLOOR AREA:	11,977 SF
LANDSCAPING:	2.75%
LANDSCAPING SPACES:	13.00%
PARKING SPACES:	

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

HAYES GROUP ARCHITECTS, INC.
 840 MENLO AVE
 MENLO PARK, CA 94025
 P: 650.365.0600
 www.hayesgroup.com

AREA SUMMARY

FLOOR	RESIDENTIAL OFFICE
FIRST FLOOR	
RESIDENTIAL (634 SF)	269 SF
OFFICE (1,085 SF)	365 SF
SHARED (634 SF)	
EXCLUDED (5,292 SF) ^{**}	
(1,181 SF) ^{***}	
(294 SF) ^{****}	
SECOND FLOOR	
RESIDENTIAL (643 SF)	5,963 SF
OFFICE (5,963 SF)	208 SF
SHARED (1,900 SF)	
EXCLUDED (643 SF) ^{****}	
THIRD FLOOR	
RESIDENTIAL (4,384 SF)	4,384 SF
OFFICE (4,384 SF)	
SHARED (0 SF)	
EXCLUDED (22 SF) ^{****}	
SUBTOTAL	4,881 SF

PERMITTED EXCLUSIONS - 3,163 SF EXCLUSION OK

EXCLUSION - CALCULATION

TOTAL 316 SF

** PER M.P.A.C. SECTION 16.04.325 (C)(1) UNCONDITIONED TO BE EXEMPT UP TO 3% OF MAXIMUM GROSS FLOOR AREA.

*** PER M.P.A.C. SECTION 16.04.325 (C)(1) UNCONDITIONED TO BE EXEMPT UP TO 10% OF MAXIMUM GROSS FLOOR AREA.

**** PER M.P.A.C. SECTION 16.04.325 (C)(1) UNCONDITIONED TO BE EXEMPT UP TO 10% OF MAXIMUM GROSS FLOOR AREA.

F.A.R. SUMMARY (PER M.P.A.C. SECTION 16.04.325)

TOTAL 11,471 SF

SITE AREA: 6,936 SF

PROPOSED AREA: 11,471 SF (1:3.74 OK)

MAX OFFICE F.A.R.: 1.0 (6,936 OK)

PROPOSED AREA: 6,010 SF (1:0.869 OK)

MAX RESIDENTIAL F.A.R.: 2.0 (12,872 OK)

MAX RESIDENTIAL UNITS ALLOWED: 4 UNITS

PROPOSED UNITS: 3 (1-4 UNITS OK)

PRE CHAPTER 16.04.325 (C) CITY OF MENLO PARK ZONING ORDINANCE. THE FOLLOWING FAR IS EXEMPT.

UTILITY ROOM: 160 SF

ELEVATOR ROOM: 22 SF

TOTAL 316 SF - 3% MAX F.A.R. (416 SF) OK

* TRASH AND BICYCLE PARKING NOT INCLUDED IN FAR AREA (NOT INCLUDING SWELLING MATERIAL + 3.863)

10.347 = (6,384) / (617)

100% = 42.4% + 57.6%

PARKING SUMMARY (PER M.P.A.C. SECTION 16.04.325)

(FAR EXEMPT)

(FAR EXEMPT) (PARKING - 7 SPACES)

6,936 SF FIRST FLOOR - 6,610 SF TOTAL OFFICE AREA - 326 SF

PARKING SPACES REQUIRED: 0 PROPOSED

OFFICE @ 3.8/1000 (G.F.A.): 0 PROPOSED

RESIDENTIAL @ 1.0/UNIT: 3 6

OFFICE (PARKING): 10 13

TOTAL 10 13

BICYCLE SPACES REQUIRED: 2 4 PROPOSED

OFFICE - LONG TERM: 2 4

OFFICE - SHORT TERM: 2 4

RESIDENTIAL - LONG TERM: 1 1

RESIDENTIAL - SHORT TERM: 1 1

TOTAL 8 11

ALLOWABLE NUMBER OF STORIES FOR TYPE I OR II PER TABLE 504.4

USE	UNCONDITIONED	CONDITIONED
B. OFFICE	3	1 OK
B. RESIDENTIAL	2	1 OK
B. MIXED USE	2	1 OK

ALLOWABLE BUILDING HEIGHT PER TABLE 504.3

USE	HEIGHT	PERMITTED
S.2	60'	10'-6" OK
S.1	60'	10'-6" OK
S.2	60'	10'-6" OK
S.1	60'	10'-6" OK

ALLOWABLE BUILDING AREA PER TABLE 506.2

USE	UNCONDITIONED	CONDITIONED	COMPLETES
B. OFFICE	27,000	4,862	OK
B. RESIDENTIAL	27,000	4,862	OK
B. MIXED USE	27,000	4,862	OK

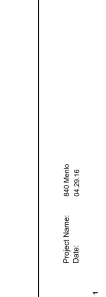
FOR PURPOSE OF AREA HARMONY PER POINT (F) IS ASSUMED THAT OTHER OCCURRENCES FROM FROM PLANNING AND REGULATORY DEPARTMENT WILL BE FULLY COMPLIED WITH.

OPEN SPACE SUMMARY

TYPE	AREA
3RD FLR COMMON OPEN SPACE	0 SF
3RD FLR PRIVATE COMMON OPEN SPACE	0 SF
RESIDENCE A	285 SF
RESIDENCE B	194 SF
RESIDENCE C	194 SF
TOTAL	673 SF

LANDSCAPE COVERAGE SUMMARY

TYPE	AREA
1ST FLR LANDSCAPE COVERAGE	191 SF
3RD FLR LANDSCAPE COVERAGE	191 (6,936 = 2.75%)
3RD FLR LANDSCAPE COVERAGE	6,984 SF
TOTAL	314 (6,936 = 4.5%)



SECOND FLOOR AREA
 SCALE: 1/8" = 1'-0"



FIRST FLOOR AREA
 SCALE: 1/8" = 1'-0"



THIRD FLOOR AREA
 SCALE: 1/8" = 1'-0"

LEED 4 for BD+C Core and Shell

Project Name: 840 Menlo
 Date: 04/28/18

Prerequisite	Requirement	Points	Weight	Total Points	Weighted Total
1.0 1.1	Location/Transportation	20	1	20	20
2.0	Water Efficiency	5	1	5	5
3.0	Energy and Atmosphere	10	4	40	40
4.0	Materials and Resources	10	2	20	20
5.0	Indoor Environmental Quality	15	3	45	45
6.0	LEED Accredited Professional	1	1	1	1
TOTAL		61	11	111	111

WEIGHTED TOTAL: 111

LEED CHECKLIST 4

Prerequisite	Requirement	Points	Weight	Total Points	Weighted Total
1.0 1.1	Location/Transportation	20	1	20	20
2.0	Water Efficiency	5	1	5	5
3.0	Energy and Atmosphere	10	4	40	40
4.0	Materials and Resources	10	2	20	20
5.0	Indoor Environmental Quality	15	3	45	45
6.0	LEED Accredited Professional	1	1	1	1
TOTAL		61	11	111	111

LEED CHECKLIST 4

Prerequisite	Requirement	Points	Weight	Total Points	Weighted Total
1.0 1.1	Location/Transportation	20	1	20	20
2.0	Water Efficiency	5	1	5	5
3.0	Energy and Atmosphere	10	4	40	40
4.0	Materials and Resources	10	2	20	20
5.0	Indoor Environmental Quality	15	3	45	45
6.0	LEED Accredited Professional	1	1	1	1
TOTAL		61	11	111	111

LEED CHECKLIST 4

Prerequisite	Requirement	Points	Weight	Total Points	Weighted Total
1.0 1.1	Location/Transportation	20	1	20	20
2.0	Water Efficiency	5	1	5	5
3.0	Energy and Atmosphere	10	4	40	40
4.0	Materials and Resources	10	2	20	20
5.0	Indoor Environmental Quality	15	3	45	45
6.0	LEED Accredited Professional	1	1	1	1
TOTAL		61	11	111	111

LEED CHECKLIST 4

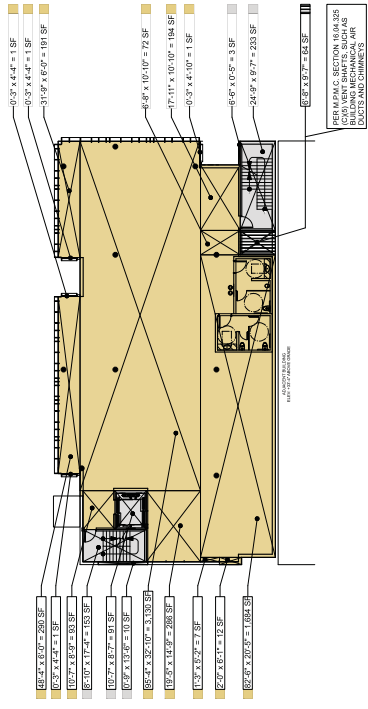
Prerequisite	Requirement	Points	Weight	Total Points	Weighted Total
1.0 1.1	Location/Transportation	20	1	20	20
2.0	Water Efficiency	5	1	5	5
3.0	Energy and Atmosphere	10	4	40	40
4.0	Materials and Resources	10	2	20	20
5.0	Indoor Environmental Quality	15	3	45	45
6.0	LEED Accredited Professional	1	1	1	1
TOTAL		61	11	111	111

LEED CHECKLIST 4

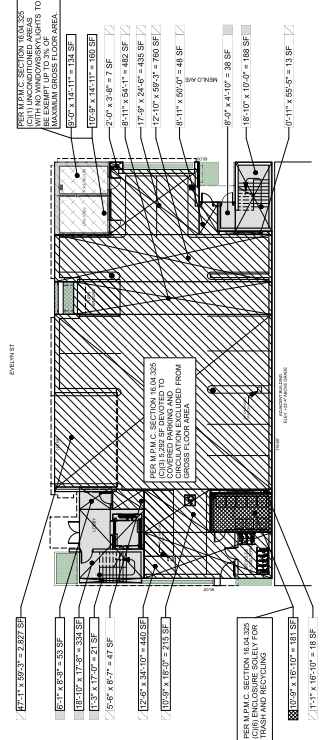
Prerequisite	Requirement	Points	Weight	Total Points	Weighted Total
1.0 1.1	Location/Transportation	20	1	20	20
2.0	Water Efficiency	5	1	5	5
3.0	Energy and Atmosphere	10	4	40	40
4.0	Materials and Resources	10	2	20	20
5.0	Indoor Environmental Quality	15	3	45	45
6.0	LEED Accredited Professional	1	1	1	1
TOTAL		61	11	111	111

LEED CHECKLIST 4

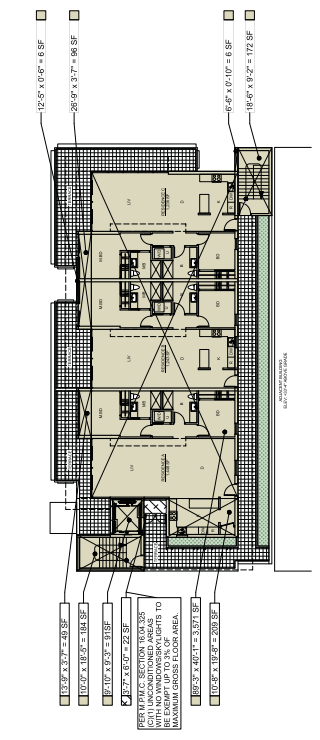
Prerequisite	Requirement	Points	Weight	Total Points	Weighted Total
1.0 1.1	Location/Transportation	20	1	20	20
2.0	Water Efficiency	5	1	5	5
3.0	Energy and Atmosphere	10	4	40	40
4.0	Materials and Resources	10	2	20	20
5.0	Indoor Environmental Quality	15	3	45	45
6.0	LEED Accredited Professional	1	1	1	1
TOTAL		61	11	111	111

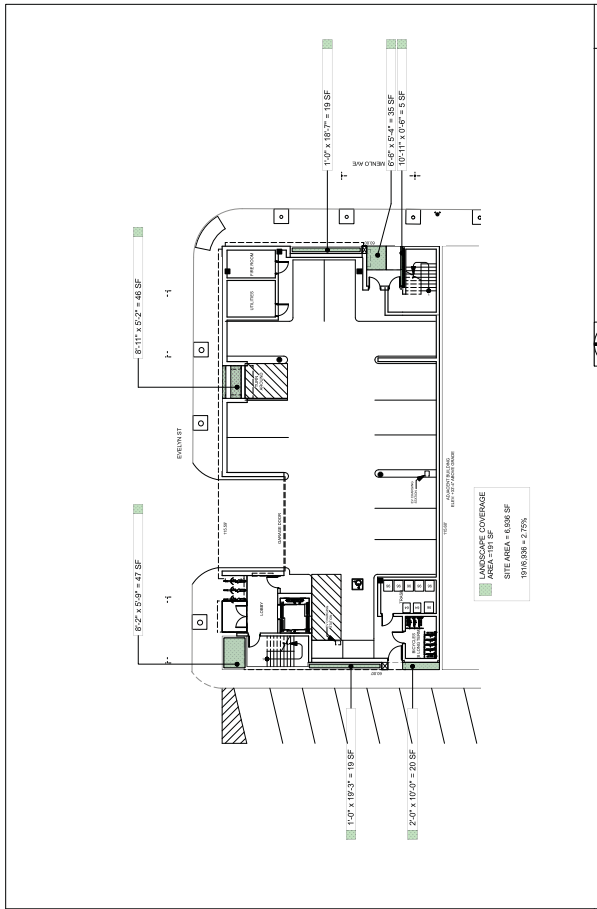


REFER TO SHEET A1.3 FOR AREA SUMMARY
SECOND FLOOR AREA
SCALE: 1/8" = 1'-0"

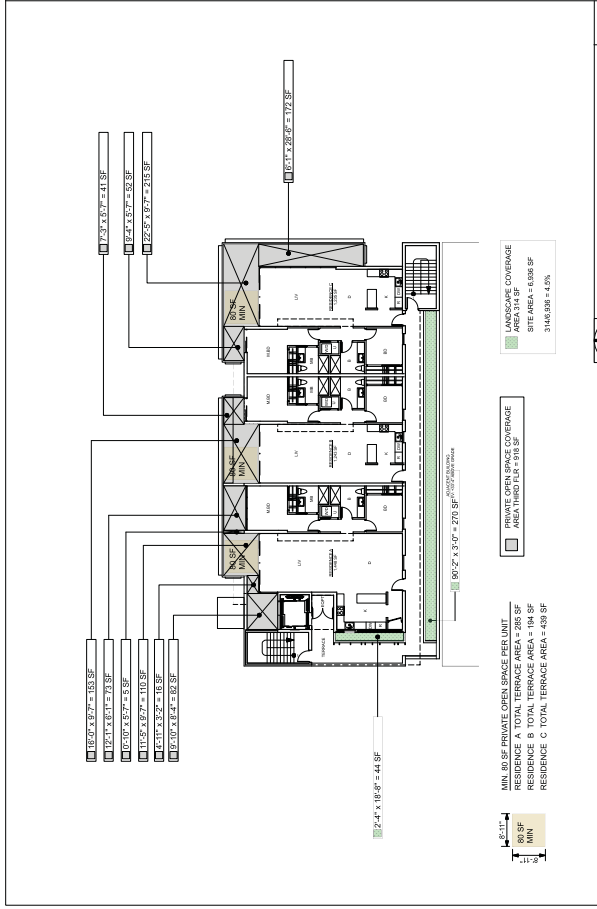


REFER TO SHEET A1.3 FOR AREA SUMMARY
THIRD FLOOR AREA
SCALE: 1/8" = 1'-0"

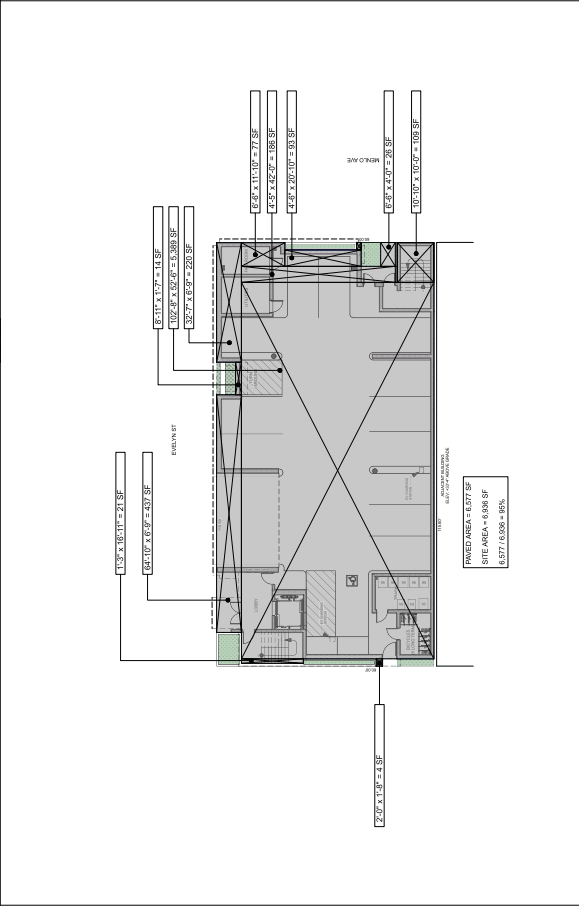
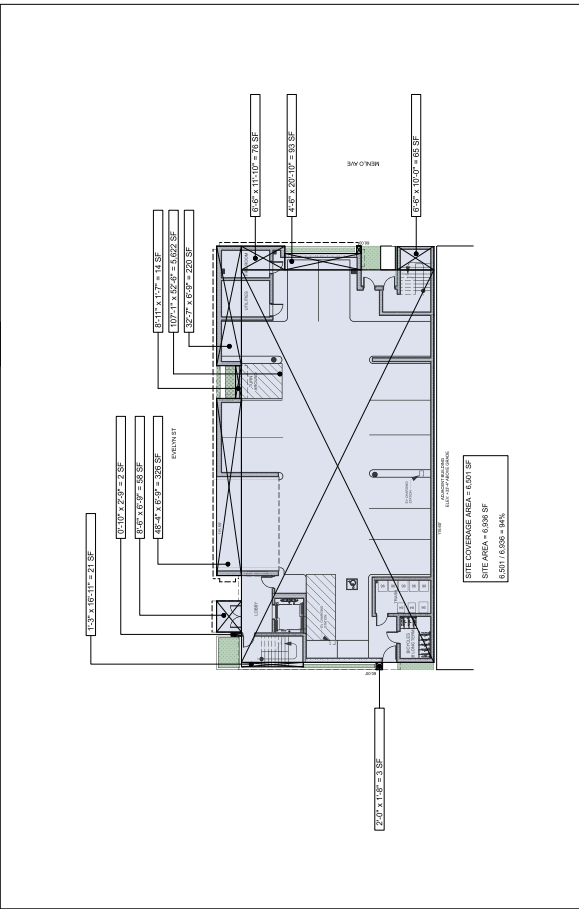




FIRST FLR OPEN SPACE/LANDSCAPE COVERAGE DIAGRAM
 SCALE: 1/8" = 1'-0"



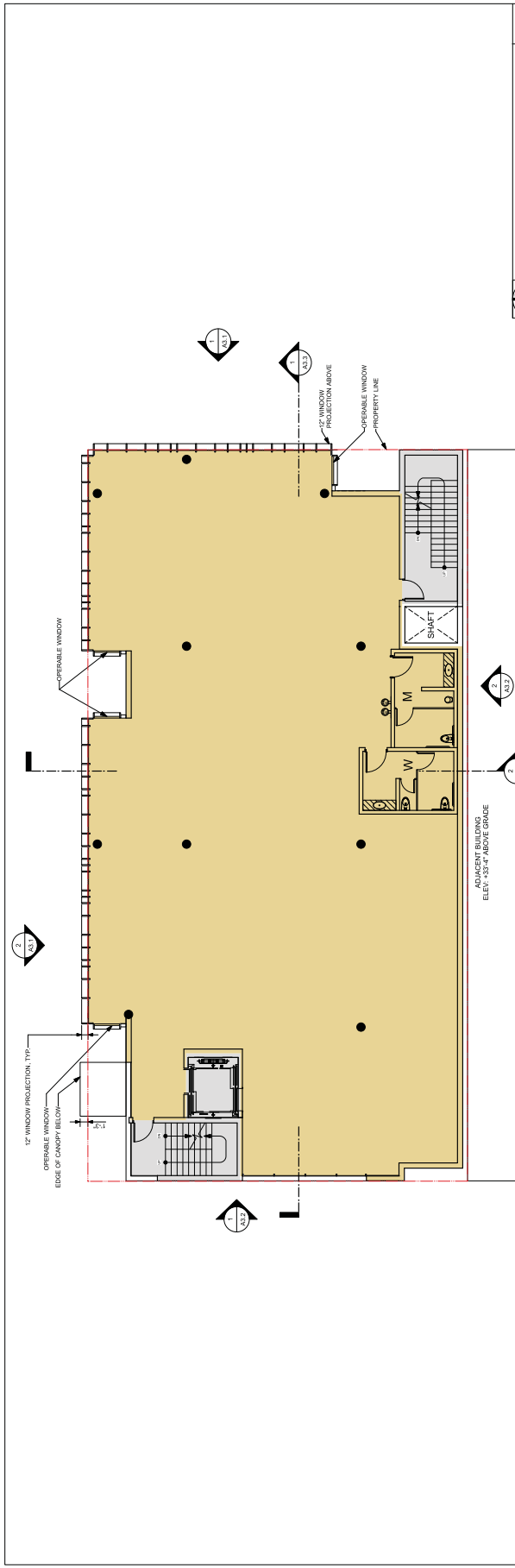
THIRD FLR OPEN SPACE/LANDSCAPE COVERAGE DIAGRAM
 SCALE: 1/8" = 1'-0"



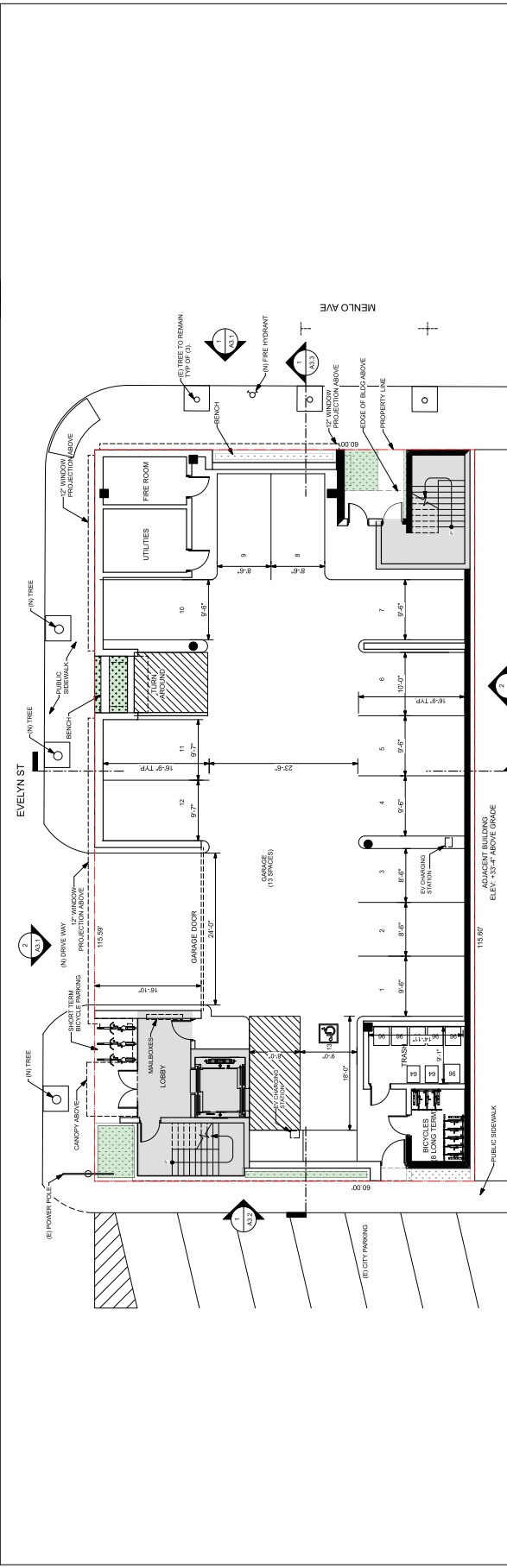
PAVED AREA DIAGRAM
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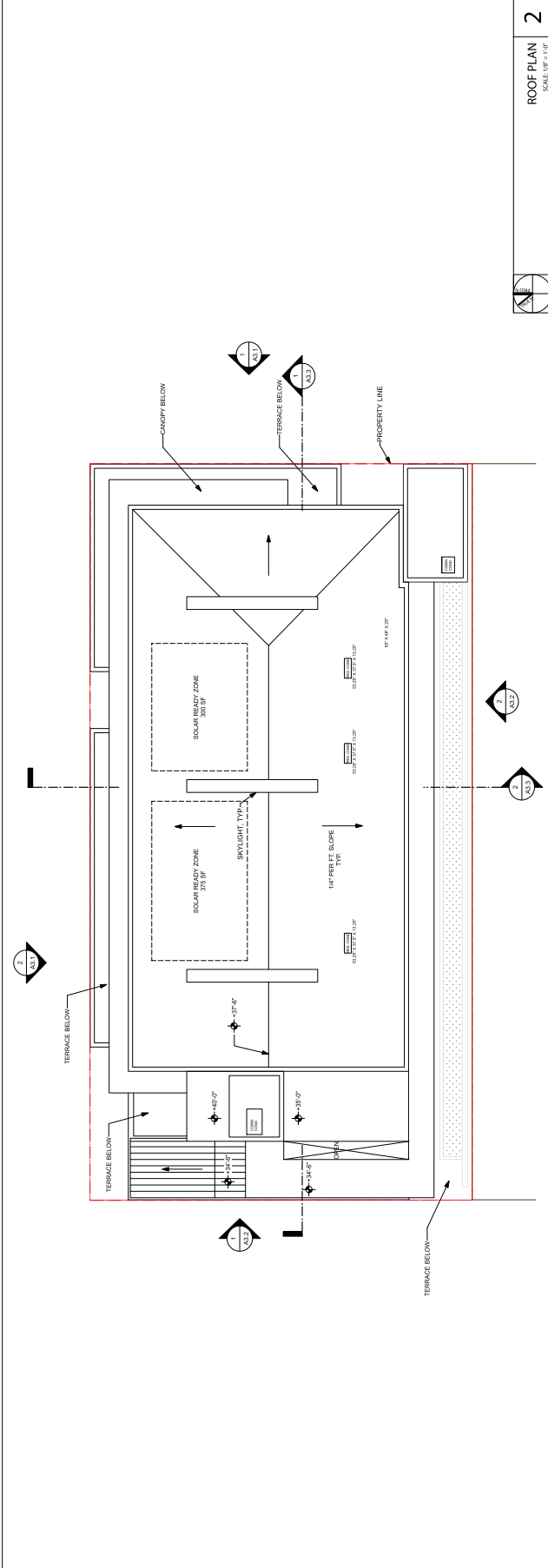
SITE COVERAGE DIAGRAM
 SCALE: 1/8" = 1'-0"

SECOND FLOOR PLAN
 SCALE: 1/8" = 1'-0"

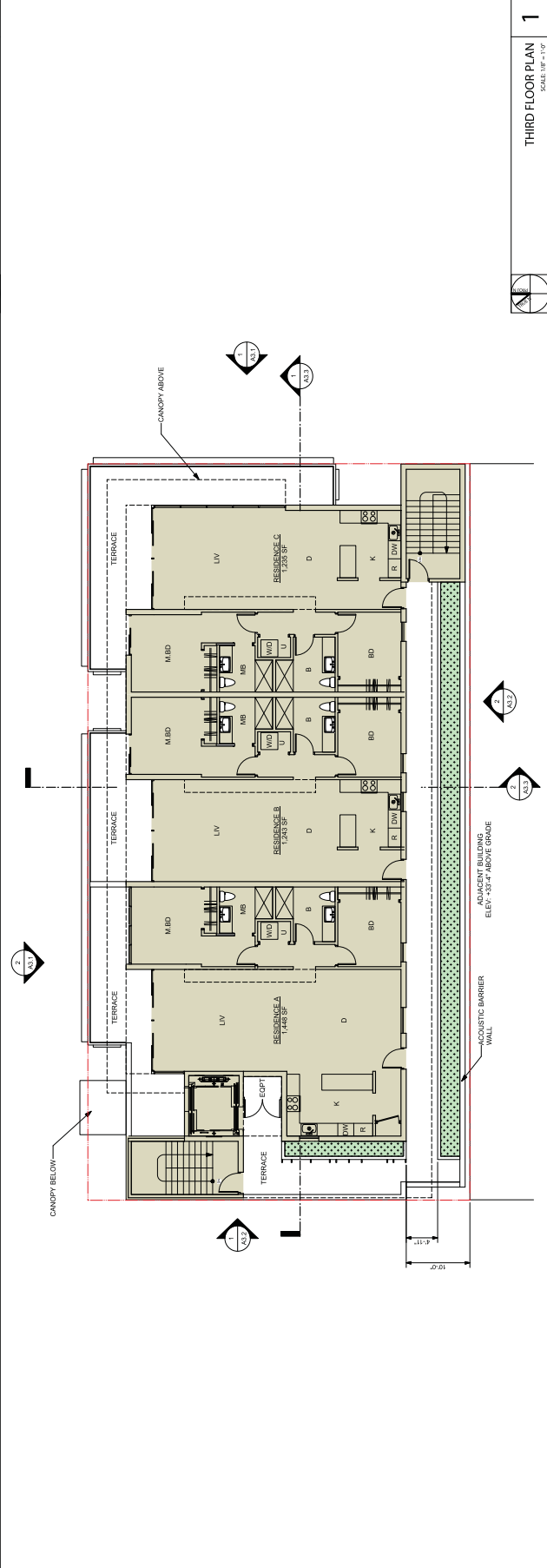


FIRST FLOOR PLAN
 SCALE: 1/8" = 1'-0"





2
 ROOF PLAN
 SCALE: 1/8" = 1'-0"



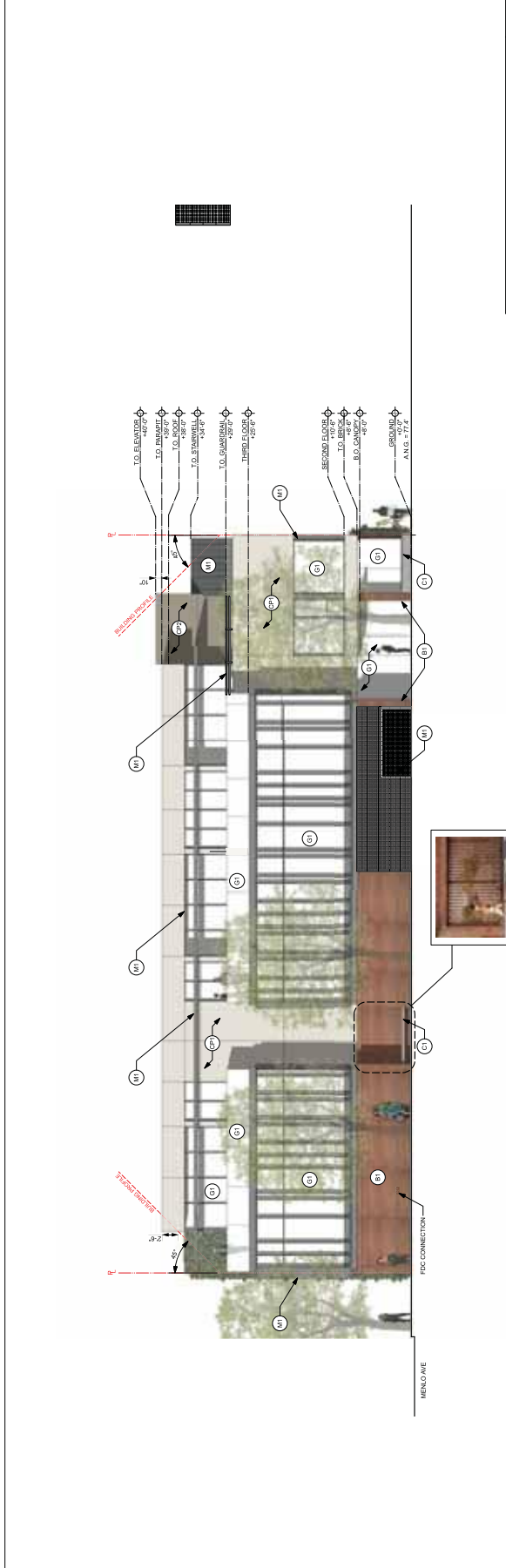
1
 THIRD FLOOR PLAN
 SCALE: 1/8" = 1'-0"



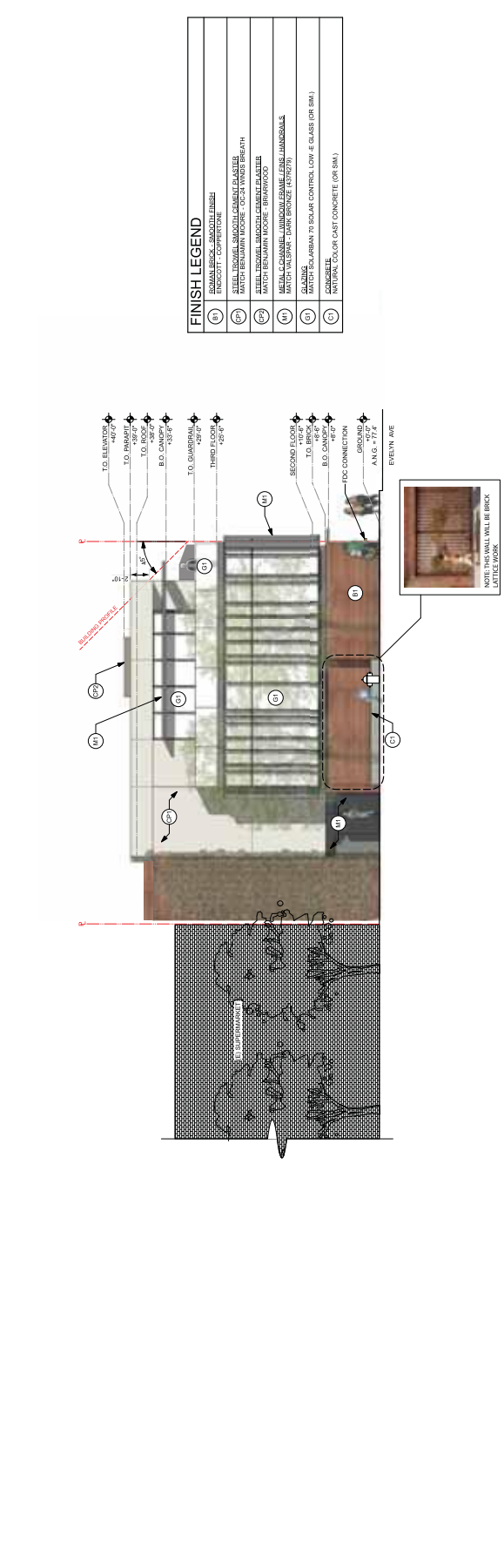
EXISTING VIEW FROM EVELYN ST. 2
SCALE: N/A



EXISTING VIEW FROM MENLO AVE. 1
SCALE: N/A



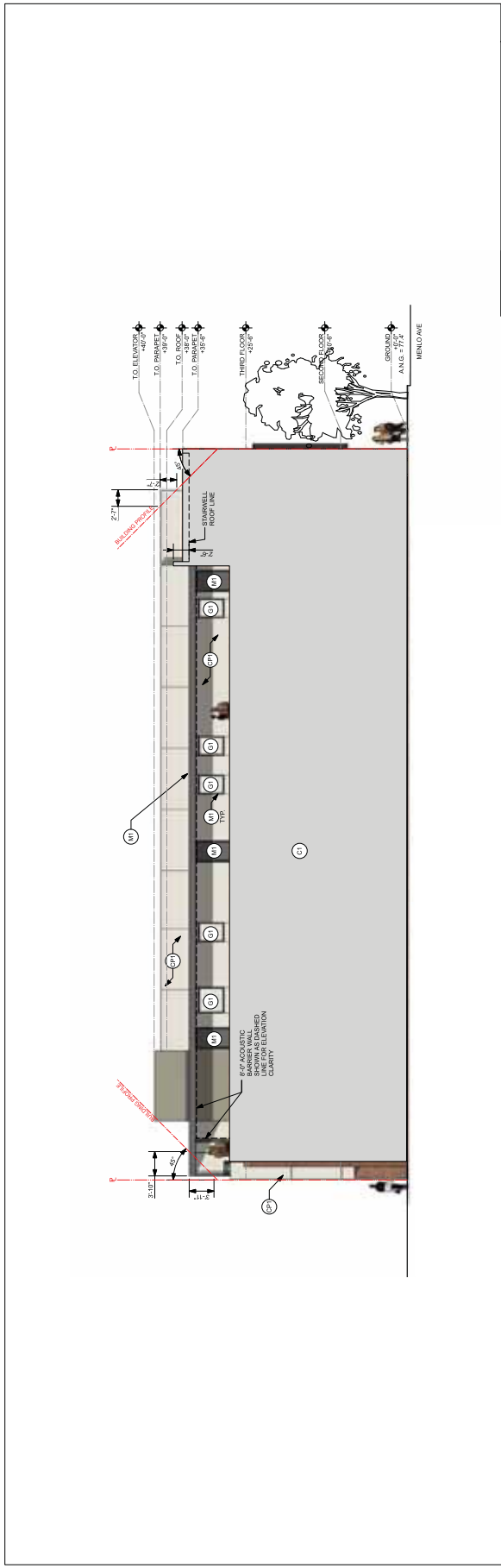
2
EVELYN ST. ELEVATION
SCALE: 1/8" = 1'-0"



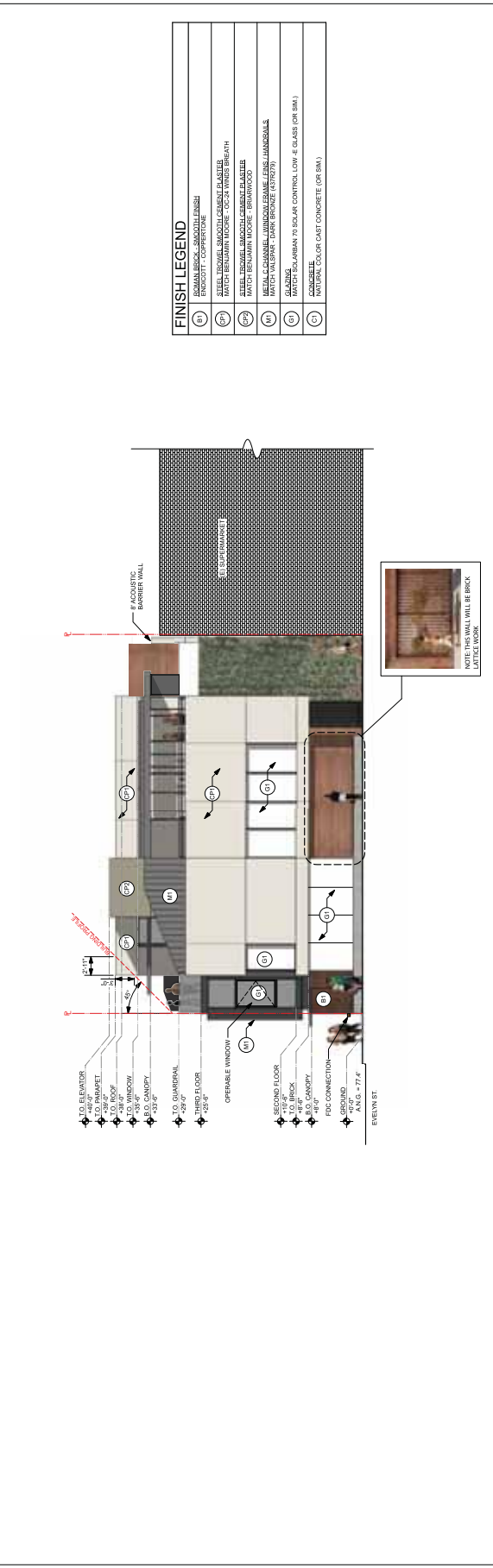
1
MENLO AVE. ELEVATION
SCALE: 1/8" = 1'-0"

FINISH LEGEND

(B)	BRICK
(C)	CONCRETE
(G)	GLASS
(M)	METAL
(S)	SMOOTH CONCRETE
(W)	WOOD



2
 REAR ELEVATION
 SCALE: 1/8" = 1'-0"



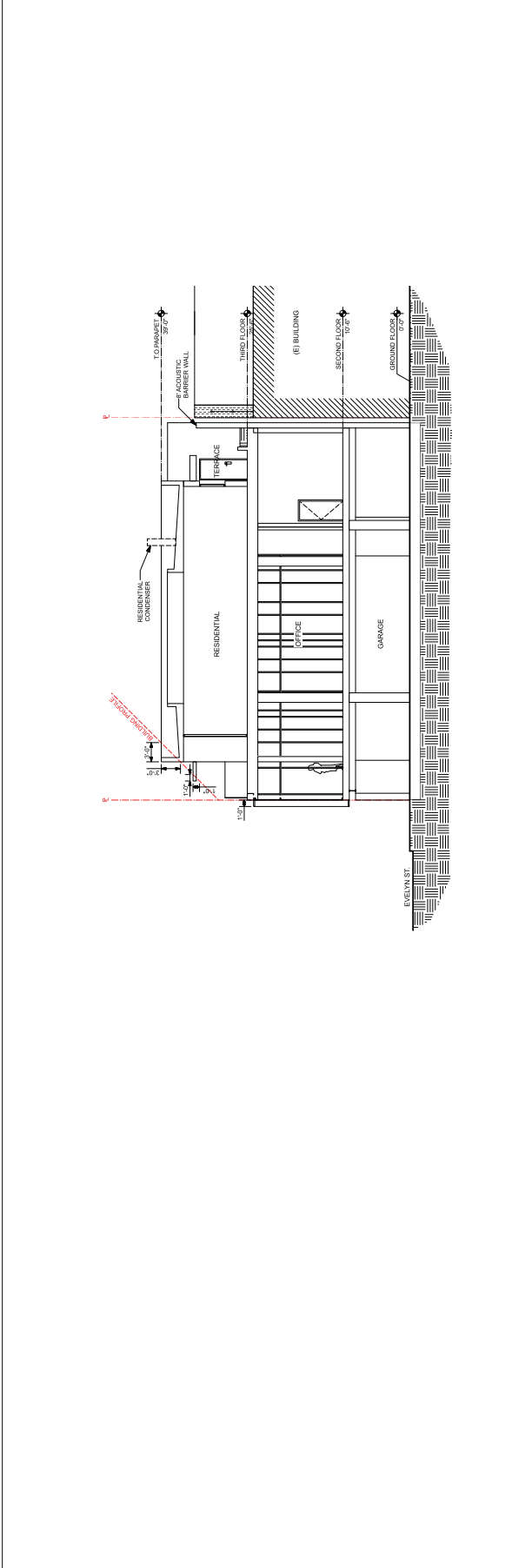
1
 WEST ELEVATION
 SCALE: 1/8" = 1'-0"

FINISH LEGEND

(G)	CONCRETE FINISH
(H)	BRICK FINISH
(I)	STEEL TUBES/SLAB/SHOULDER/CEILING/CLASTER FINISH
(J)	STEEL TUBES/SLAB/SHOULDER/CEILING/CLASTER MATCH RELEVANT WINDOW - OSCA YVONIS BIRBAITH
(K)	STEEL TUBES/SLAB/SHOULDER/CEILING/CLASTER MATCH RELEVANT WINDOW - BRICKWOOD
(L)	STEEL TUBES/SLAB/SHOULDER/CEILING/CLASTER MATCH RELEVANT WINDOW - BRICKWOOD
(M)	GLAZING MATCH RELEVANT WINDOW - OSCA YVONIS BIRBAITH
(N)	GLAZING MATCH RELEVANT WINDOW - OSCA YVONIS BIRBAITH
(O)	CONCRETE MATCH RELEVANT WINDOW - OSCA YVONIS BIRBAITH
(P)	CONCRETE MATCH RELEVANT WINDOW - OSCA YVONIS BIRBAITH

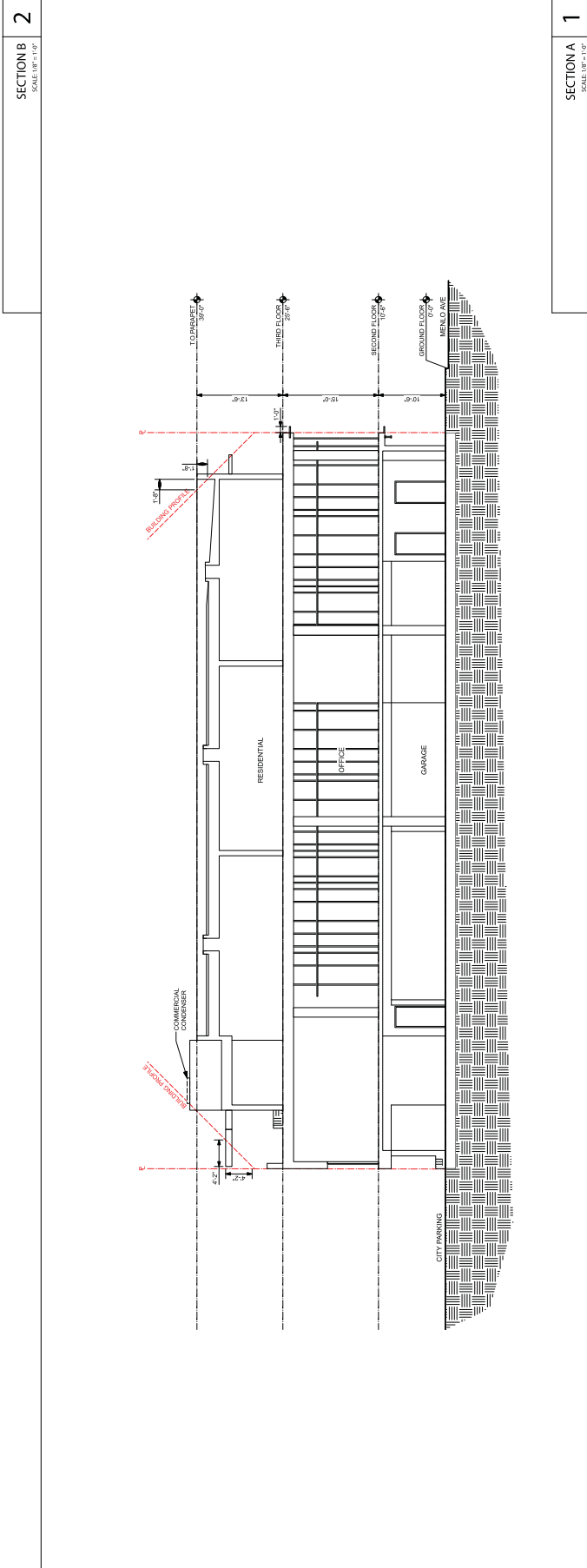
FINISH LEGEND

(G) CONCRETE
 (H) BRICK
 (I) STEEL TUBES/SLAB/SHOULDER/CEILING/CLASTER
 (J) STEEL TUBES/SLAB/SHOULDER/CEILING/CLASTER
 MATCH RELEVANT WINDOW - OSCA YVONIS BIRBAITH
 (K) STEEL TUBES/SLAB/SHOULDER/CEILING/CLASTER
 MATCH RELEVANT WINDOW - BRICKWOOD
 (L) STEEL TUBES/SLAB/SHOULDER/CEILING/CLASTER
 MATCH RELEVANT WINDOW - BRICKWOOD
 (M) GLAZING
 MATCH RELEVANT WINDOW - OSCA YVONIS BIRBAITH
 (N) GLAZING
 MATCH RELEVANT WINDOW - OSCA YVONIS BIRBAITH
 (O) CONCRETE
 MATCH RELEVANT WINDOW - OSCA YVONIS BIRBAITH
 (P) CONCRETE
 MATCH RELEVANT WINDOW - OSCA YVONIS BIRBAITH



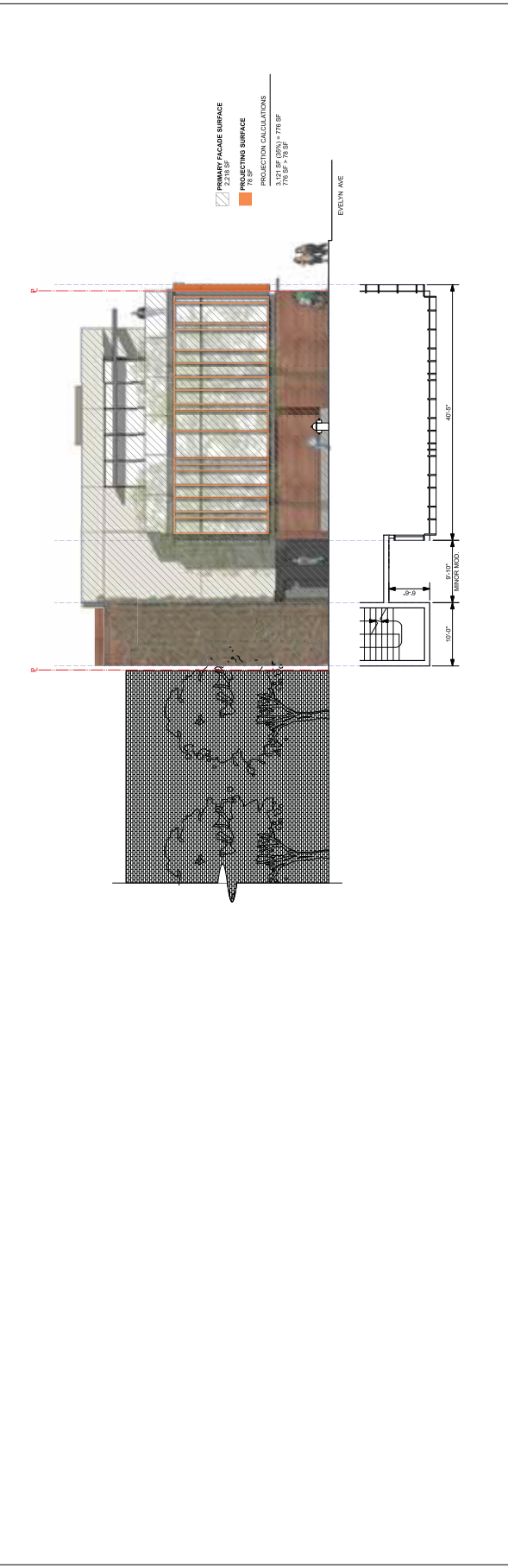
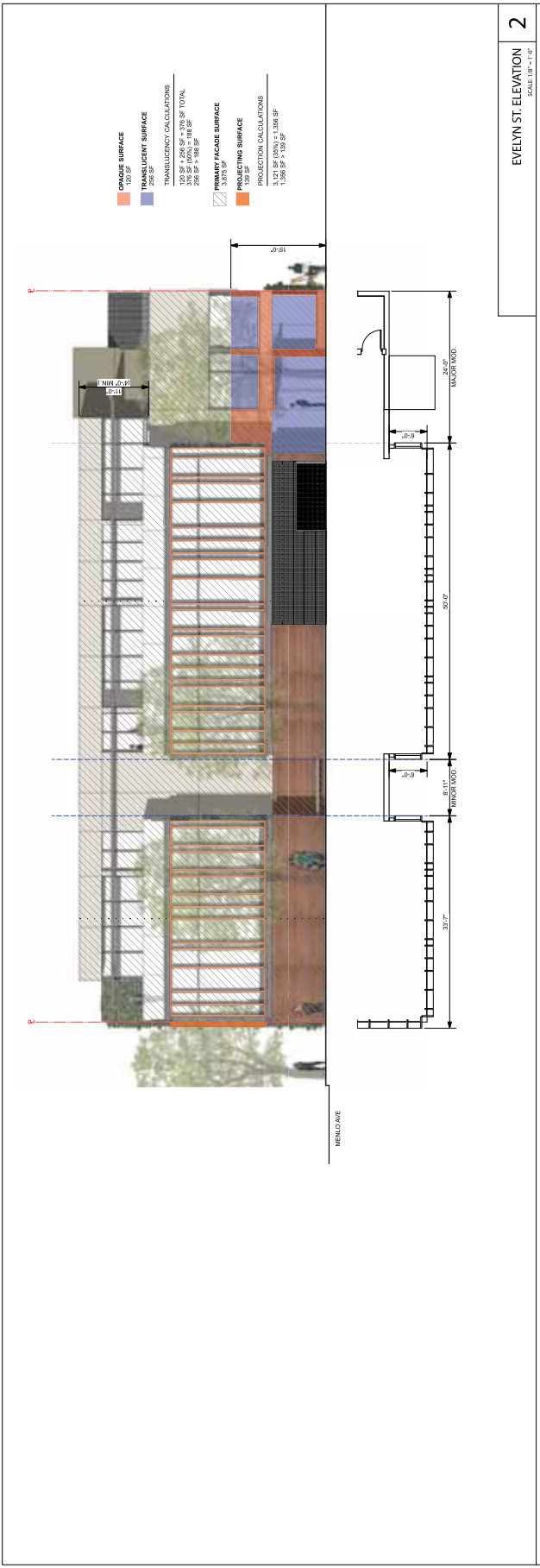
SECTION B
SCALE: 1/8" = 1'-0"

2



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

1



DESCRIPTION
PLANNING SET
1.08.16

SHEET REVISIONS
DATE REVISION
11/17/17

DRAWING CONTENT
BUILDING MODULATION
DIAGRAMS

STAMP

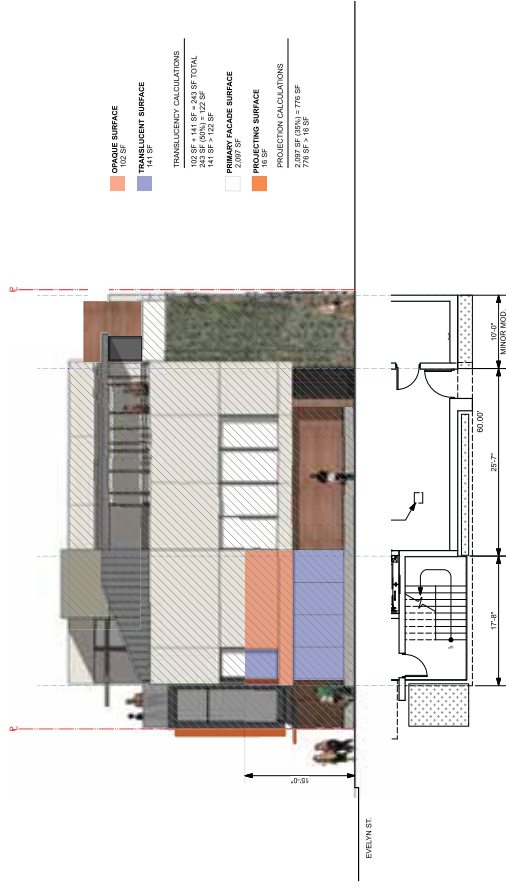
DRAWING NUMBER
1000000000
SCALE
AS NOTED
DRAWN BY
DATE

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A3.5

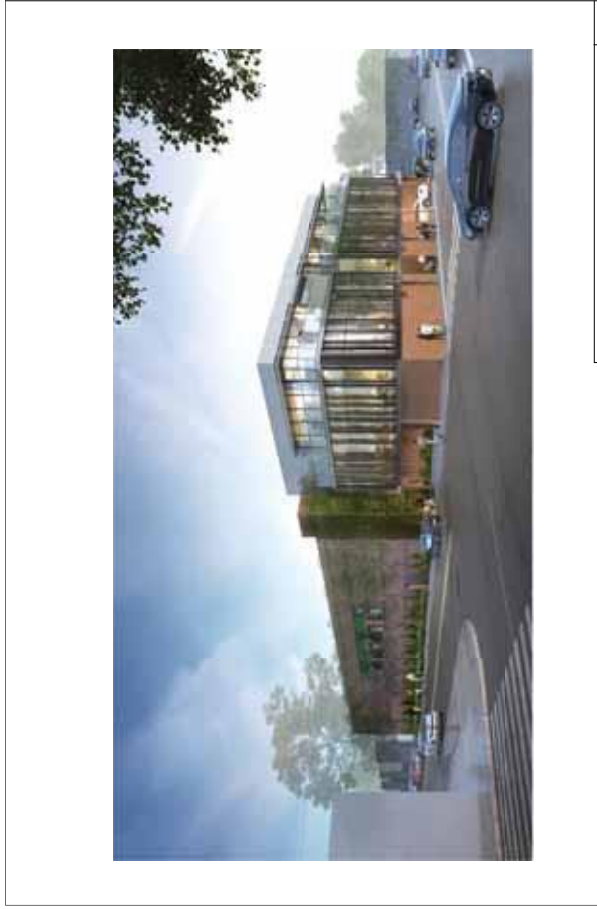
MENLO AVE. ELEVATION
SCALE: 1/8" = 1'-0"

1





PERSPECTIVE 2



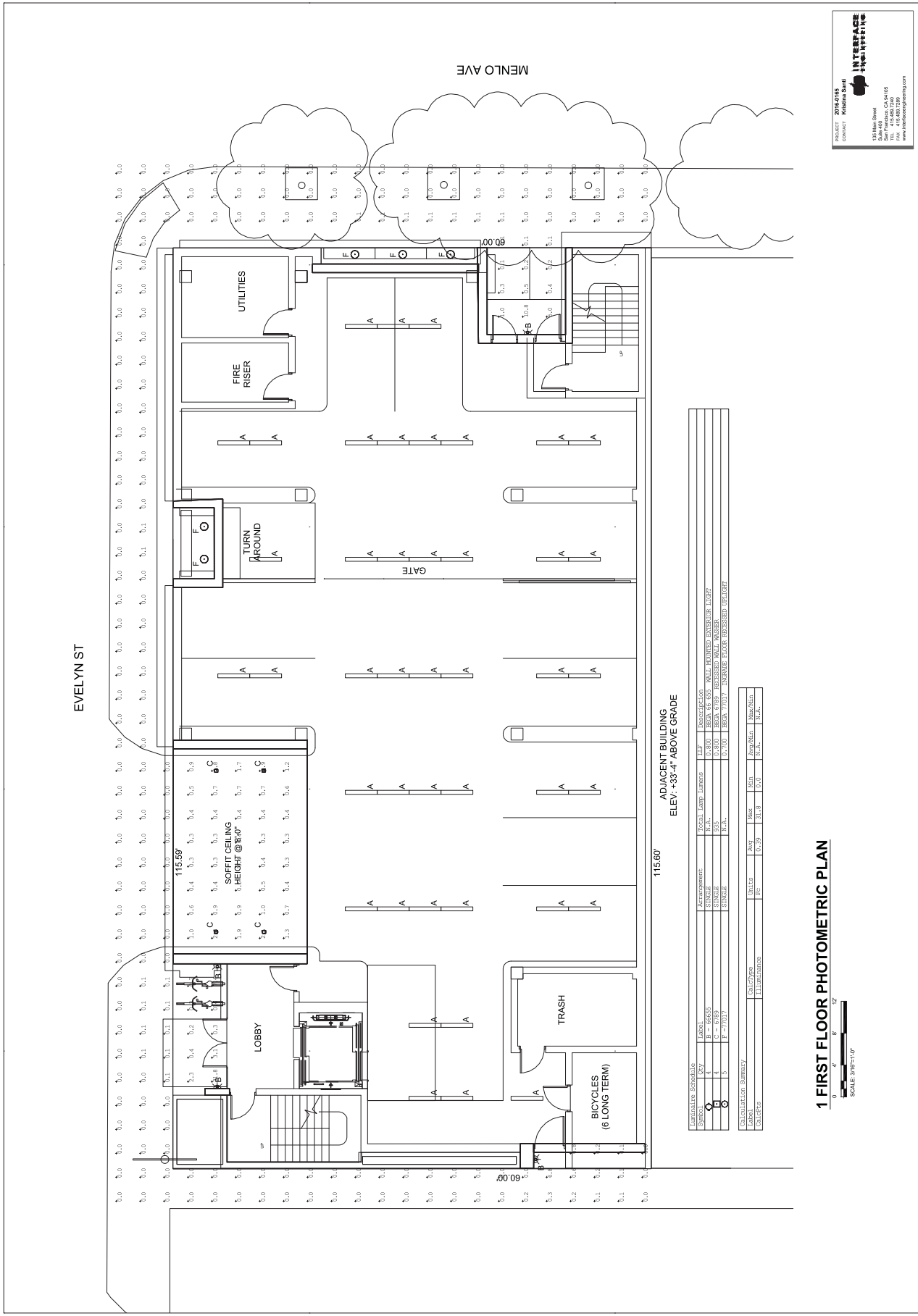
PERSPECTIVE 4



PERSPECTIVE 1



PERSPECTIVE 3



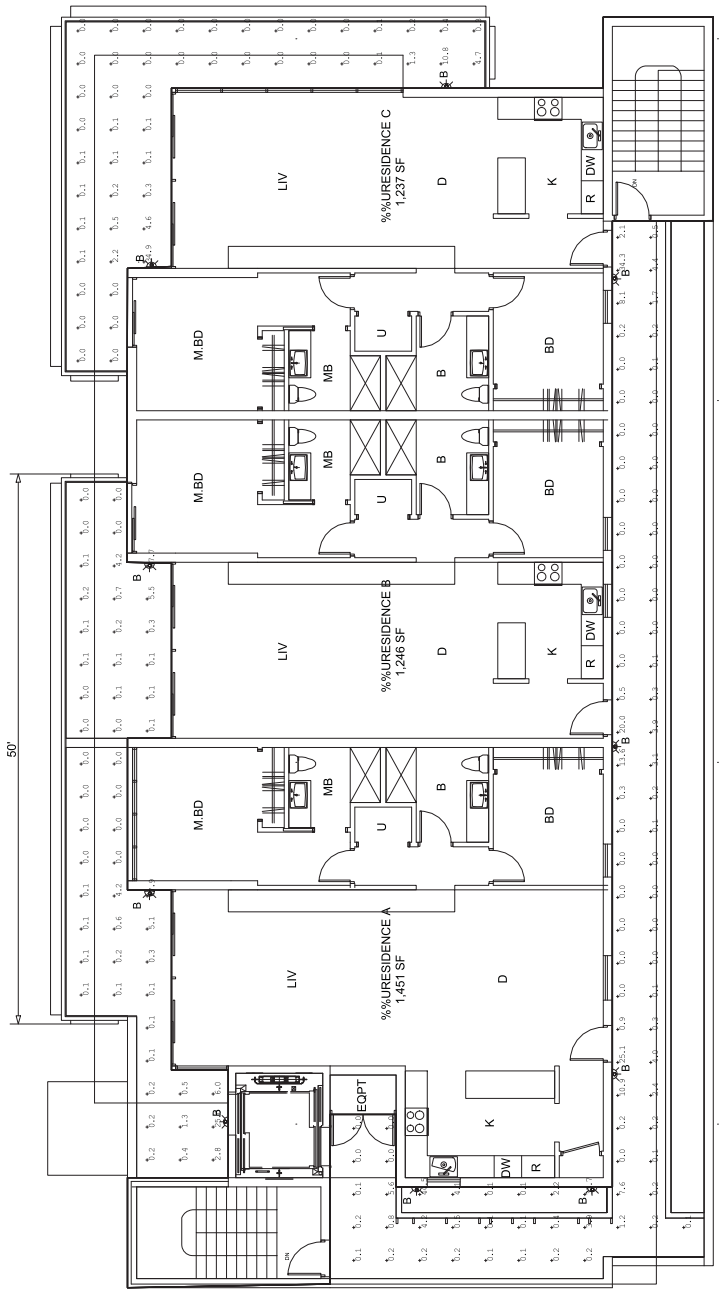
INTERSPACE
 PRODUCT DEVELOPMENT
 1333 Main Street
 San Francisco, CA 94105
 P: 415.488.7289
 F: 415.488.7299
 www.interspacegroup.com

LUMINAIRE SCHEDULE

Symbol	Qty	Label	Arrangement	Total Lumens	LF/F	Definition
4	4	B - 6605	4x4	N.A.	0.300	RECYCLED ALUMINUM RECESSED DOWNLIGHT
5	5	F - 7701	3x3	N.A.	0.700	RECYCLED ALUMINUM RECESSED DOWNLIGHT

Calculation Summary	Quantity	Area	Foot	Ratio	Max. Dist.
Calculation Summary	9	0.35	31.8	0.0	N.A.
Calculation Summary	9	0.35	31.8	0.0	N.A.

1 FIRST FLOOR PHOTOMETRIC PLAN
 SCALE: 3/8"=1'-0"



ADJACENT BUILDING
 ELEV. +33'-4" ABOVE GRADE

Item	Label	Quantity	Description
1.0	B - 6655	1	WOOD KICKOUT EXTERIOR LIFT

Category	Value	Max	Min	Max	Min	Max	Min
COLLECTOR SUMMARY							
REFLECTANCE	1.25	1.25	0.0	0.0	N/A	N/A	N/A
DIFFUSION	1.0	1.0	0.0	0.0	N/A	N/A	N/A
REFLECTANCE	1.0	1.0	0.0	0.0	N/A	N/A	N/A



INTERSPACE CONSULTING
 1333 Main Street
 San Francisco, CA 94105
 P: 415.482.7299
 F: 415.482.7299
 www.inspaceconsulting.com

1 SECOND FLOOR PHOTOMETRIC PLAN
 SCALE: 3/16"=1'-0"

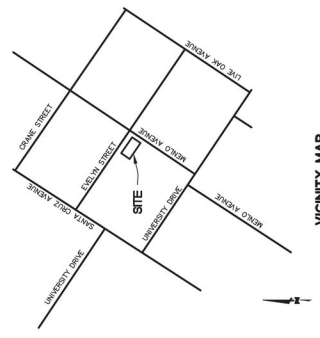
VESTING TENTATIVE PARCEL MAP FOR CONDOMINIUM PURPOSES

HAYES GROUP ARCHITECTS
 HAYES GROUP ARCHITECTS, INC.
 2857 SPRING STREET
 LOS ANGELES, CA 90063
 P: 650.365.0500
 F: 650.365.0870
 www.hayesgroup.com

PROJECT DESCRIPTION:
840 MENLO AVE.
 MENLO PARK, CA
 CA, 94025

PLANNING SUBMISSION
 DATED: 01/18/17
 FIRE DEPARTMENT
 05/16/17

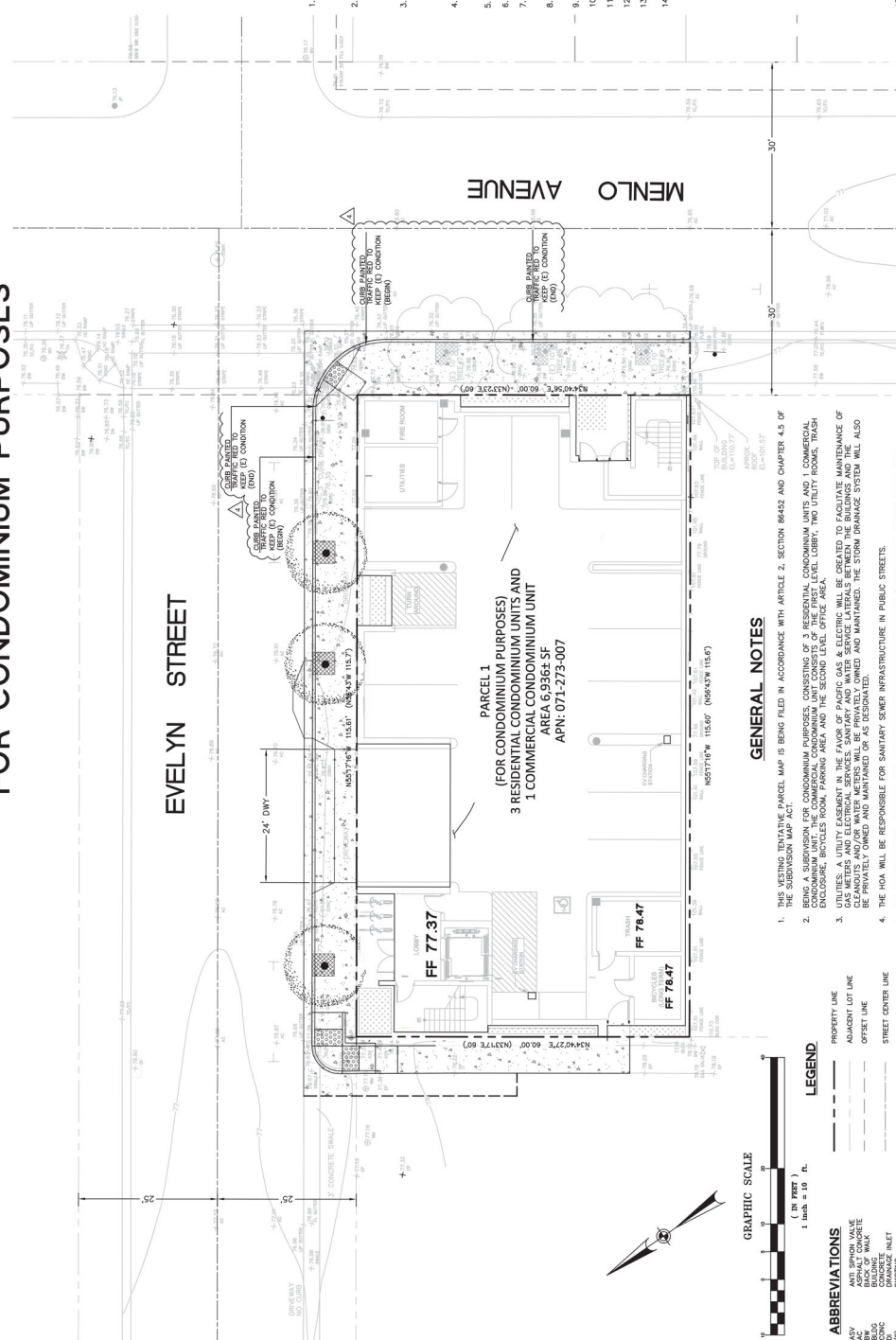
PLANNING COMMENTS RESPONSE
 09/05/17
 PLANNING COMMENTS RESPONSE
 11/15/17



VICINITY MAP

PROJECT DATA

- OWNER: CHARLIE TROGLIO, 1940 151ST DRIVE, LOS ALTOS, CA 94024
- DEVELOPER: CHARLIE TROGLIO, 1940 151ST DRIVE, LOS ALTOS, CA 94024
- CIVIL ENGINEER: BKF ENGINEERS, 1720 N. FIRST STREET, SUITE 600, MENLO PARK, CA 94025
- SITE ADDRESS: 840 MENLO AVENUE, MENLO PARK, CA 94025
- ASSESSORS PARCEL NO.: 071-273-007
- GENERAL PLAN: EL CAMINO REAL/DOWNTOWN SPECIFIC PLAN
- EXISTING ZONING: SP-ECP/0
- PROPOSED ZONING: SP-ECP/0 (E. CAMINO REAL/DOWNTOWN SPECIFIC PLAN)
- EXISTING USE: DEQUALIFIED RESIDENCE, VACATED LOT.
- PROPOSED USE: MIXED-USE
- PARCEL SIZE: 6,836 SF (0.16 AC)
- NUMBER OF CONDO UNITS: 4
- NUMBER OF PARCELS: 1 PARCEL FOR CONDOMINIUM PURPOSES
- UTILITIES: CALIFORNIA WATER SERVICE COMPANY (BEAR GULCH DISTRICT), HOMEOWNER'S ASSOCIATION, WEST BAY SANITARY DISTRICT (BEAR GULCH DISTRICT), HOMEOWNER'S ASSOCIATION, CITY OF MENLO PARK HOMEOWNER'S ASSOCIATION, PACIFIC GAS & ELECTRIC, AT&T, COMCAST, MENLO PARK FIRE DISTRICT
- FLOOD ZONE: THIS PROPERTY IS LOCATED WITHIN ZONE X AS SHOWN IN FLOOD INSURANCE RATE MAP NUMBER 060603005E.



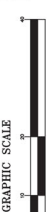
PARCEL 1
 (FOR CONDOMINIUM PURPOSES)
 3 RESIDENTIAL CONDOMINIUM UNITS AND
 1 COMMERCIAL CONDOMINIUM UNIT
 AREA 6,936± SF
 APN: 071-273-007

GENERAL NOTES

- THIS VESTING TENTATIVE PARCEL MAP IS BEING FILED IN ACCORDANCE WITH ARTICLE 2, SECTION 86452 AND CHAPTER 4.3 OF THE SUBDIVISION MAP ACT.
- BENEFIT OF SUBDIVISION FOR CONDOMINIUM PURPOSES, CONSISTING OF 3 RESIDENTIAL CONDOMINIUM UNITS AND 1 COMMERCIAL CONDOMINIUM UNIT, TO BE USED AS A RESIDENTIAL CONDOMINIUM DEVELOPMENT, TO BE LOCATED ON THE EAST SIDE OF MENLO AVENUE, INTERSECTION OF SANTA CRUZ AVENUE AND EL CAMINO REAL, ELEVATION 73.8 FT. (NAVD 29 DATUM).
- UTILITIES: A UTILITY EASEMENT IN THE FAVOR OF PACIFIC GAS & ELECTRIC WILL BE CREATED TO FACILITATE MAINTENANCE OF GAS MAINS AND ELECTRICAL UTILITIES. SANITARY AND WATER SERVICE LATERALS BETWEEN THE BUILDINGS AND THE BUILDINGS WILL BE PRIVATELY OWNED AND MAINTAINED OR AS DESIGNATED. THE STORM DRAINAGE SYSTEM WILL ALSO BE PRIVATELY OWNED AND MAINTAINED OR AS DESIGNATED.
- THE HOA WILL BE RESPONSIBLE FOR SANITARY SEWER INFRASTRUCTURE IN PUBLIC STREETS.
- ALL EXISTING WATER, SANITARY, AND STORM SERVICES ARE TO BE ABANDONED/REMOVED PER CITY OF MENLO PARK STANDARDS AND SPECIFICATIONS.

BENCHMARK

THIS TOPOGRAPHIC SURVEY WAS BASED ON THE ELEVATION OF BENCHMARK UTILITY 4 (USGS) BRASS DISK LOCATED IN THE TOP INTERSECTION OF SANTA CRUZ AVENUE AND EL CAMINO REAL, ELEVATION 73.8 FT. (NAVD 29 DATUM).



LEGEND

- ABBREVIATIONS**
 ASV: ANTI-SIPHON VALVE
 B/W: BACK OF WALK
 CONC: CONCRETE
 C/D: CURB DRAIN
 (E): EXISTING
 (P): PROPOSED
 (T): TRENCH
 (U): UTILITY
 (V): VALVE
 (W): WATER
 (S): SAND
 (G): GRASS
 (M): MANTLE
 (D): DRIVEWAY
 (L): LIGHT
 (C): CURB
 (R): REPAIR
 (S): SAND
 (G): GRASS
 (M): MANTLE
 (D): DRIVEWAY
 (L): LIGHT
 (C): CURB
 (R): REPAIR
- PROPOSED STREET TREE**

Sheet List Table

Sheet Number	Sheet Title
C0.0	VESTING TENTATIVE PARCEL MAP
C1.0	VESTING TENTATIVE MAP EX. CONDITIONS PLAN & TREE DISPLACEMENT
C2.0	VESTING TENTATIVE MAP PRELIMINARY SITE GRADING & DRAINAGE PLAN
C3.0	VESTING TENTATIVE MAP PRELIMINARY UTILITY PLAN
C4.1	VESTING TENTATIVE MAP EROSION CONTROL PLAN
C4.2	VESTING TENTATIVE MAP EROSION CONTROL DETAILS
C5.0	PRELIMINARY FIRE ACCESS PLAN
JF-1	JOINT TRENCH DETAIL SHEET
JF-2	JOINT TRENCH COMPOSITE
JF-3	JOINT TRENCH ELECTRICAL CIRCUIT PLAN
JF-4	JOINT TRENCH ELECTRICAL PLAN
JF-5	JOINT TRENCH GAS PLAN
JF-6	JOINT TRENCH GAS PLAN

BUILDING LEVEL	DESCRIPTION	# OF CONDO UNITS
SECOND	OFFICE AREA	3
FIRST OR GROUND	LOBBY, 2 UTILITY ENCLOSURE, BICYCLES ROOM, AND PARKING	1
TOTAL NO. OF CONDOMINIUM UNITS		4

HAYES GROUP ARCHITECTS, INC.
2857 SPRING STREET
DOWNEY, CA 91803
P: 650.365.0000
F: 650.365.0870
www.hayesgroup.com

PROJECT DESCRIPTION:
**840 MENLO AVE.
MENLO PARK, CA
CA, 94025**

DESCRIPTION
PLANNING SUBMISSION
DATE: 05/15/17
FIRE DEPARTMENT
05/16/17

SHEET REVISIONS
△ PLANNING COMMENTS RESPONSE
△ PLANNING COMMENTS RESPONSE
△ PLANNING COMMENTS RESPONSE
△ PLANNING COMMENTS RESPONSE
△ PLANNING COMMENTS RESPONSE
△ PLANNING COMMENTS RESPONSE

BKF100
ENGINEERS, SURVEYORS, PLANNERS
1700 N. FIRST STREET, SUITE 500
PALO ALTO, CA 94303
PH: 408.847.3000 FAX: 408.457.9199

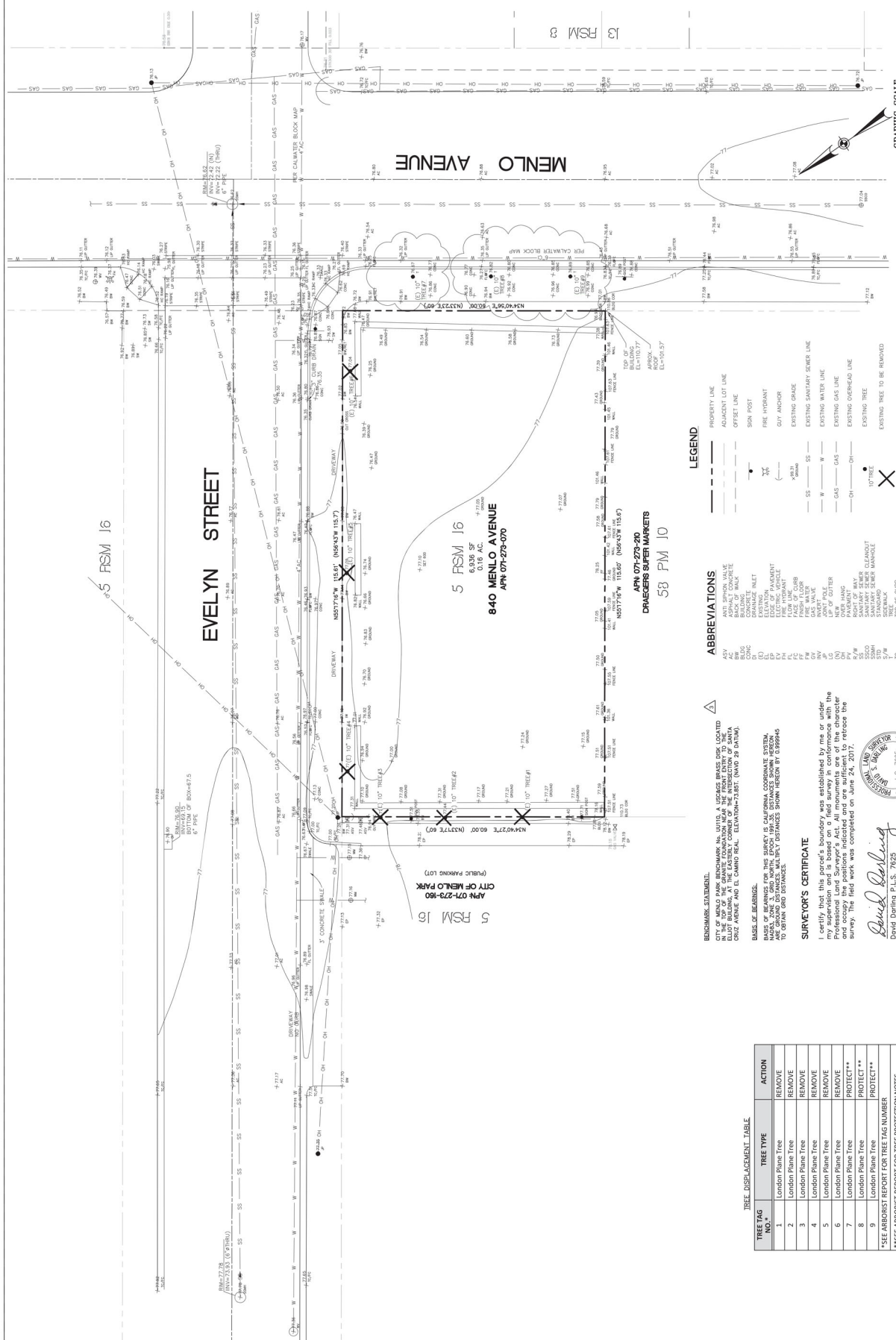
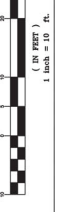
DRAWING CONTENT
**VESTING TENTATIVE
MAP EX.
CONDITIONS PLAN &
TREE DISPLACEMENT**

STAMP



PROJECT NUMBER: 07-273-20
SCALE: AS SHOWN
DATE: 02/27/2018
DRAWN BY: MAC
APPROVED BY: [Signature]
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C1.0



MENLO AVENUE

EVELYN STREET

840 MENLO AVENUE
6,936 SF
0.18 AC.
APN 07-273-070

LEGEND

- PROPERTY LINE
- - - ADJACENT LOT LINE
- - - OFFSET LINE
- - - SEWER
- - - FIRE HYDRANT
- - - GUY ANCHOR
- - - EXISTING GRADE
- - - EXISTING SANITARY SEWER LINE
- - - EXISTING WATER LINE
- - - EXISTING GAS LINE
- - - EXISTING OVERHEAD LINE
- - - EXISTING TREE
- - - TREE TO BE REMOVED

ABBREVIATIONS

- ASV ANTI SPOON VALVE
- ASPC ASPHALT CONCRETE
- BE BENCH MARK
- CONC CONCRETE
- D DRAINAGE
- E ELECTRICAL
- EL ELEVATION
- EV ELEVATION
- FL FLOOR FINISH
- FV FIRE VALVE
- FW FIRE WATER
- GAS GAS
- GR GRADE
- LD LOW DRAINAGE
- LP LINE
- MA MANSARD
- OH OVERHEAD
- OS OFF SET
- PT POINT
- RF RIGHT OF WAY
- RT RIGHT OF WAY
- SA SANITARY SEWER
- SD STANDARD
- SF SQUARE FEET
- SF/SF SQUARE FEET PER SQUARE FOOT
- TIP TOP OF CURB
- TR TREE
- WV WATER VALVE
- WW WALKWAY
- RECORD DATA PER § 186



BENCHMARK STATEMENT:
THE BENCHMARKS WERE FOUND IN THE PUBLIC RECORDS TO BE AT THE TOP OF THE GRANITE FOUNDATION NEAR THE FLOOR FINISH TO THE INTERIOR OF THE BUILDING AT 2857 SPRING STREET, DOWNEY, CA 91803. THE BENCHMARKS ARE IDENTIFIED AS 2857-101 AND 2857-102. THE BENCHMARKS ARE 100.00 FEET APART AND 11.00 FEET FROM THE CORNER OF THE BUILDING.

SURVEYOR'S CERTIFICATE
I certify that this parcel's boundary was established by me or under my supervision and is based on a field survey in conformance with the Professional Land Surveyor's Act, if applicable, and the other provisions of the Surveying Act, if applicable, and the other provisions of the Surveying Act, if applicable. The field work was completed on June 24, 2017.



David Dornig, P.L.S. 7625
Date: June 30, 2017

TREE TAG NO. *	TREE TYPE	ACTION
1	London Plane Tree	REMOVE
2	London Plane Tree	REMOVE
3	London Plane Tree	REMOVE
4	London Plane Tree	REMOVE
5	London Plane Tree	REMOVE
6	London Plane Tree	PROTECT**
7	London Plane Tree	PROTECT**
8	London Plane Tree	PROTECT**
9	London Plane Tree	PROTECT**

*SEE ARBORIST REPORT FOR TREE TAG NUMBER
**SEE ARBORIST REPORT FOR TREE PROTECTION NOTES

PROJECT DESCRIPTION:
840 MENLO AVE.
MENLO PARK, CA
CA, 94025

DESCRIPTION
PLANNING SUBMISSION
DATE: 11/16/17
FIRE DEPARTMENT
ID: 181617

REVISIONS
PLANNING COMMENTS RESPONSE
DATE: 09/05/17
PLANNING COMMENTS RESPONSE
DATE: 09/05/17
NO COMMENTS RESPONSE
DATE: 11/16/17

BKF 100
ENGINEERS, SURVEYORS, PLANNERS
1700 N. FIRST STREET, SUITE 500
MENLO PARK, CA 94028
PH: 650.967.0000 FAX: 650.457.5199

DRAWING CONTENT
VESTING TENTATIVE
MAP PRELIMINARY
UTILITY PLAN

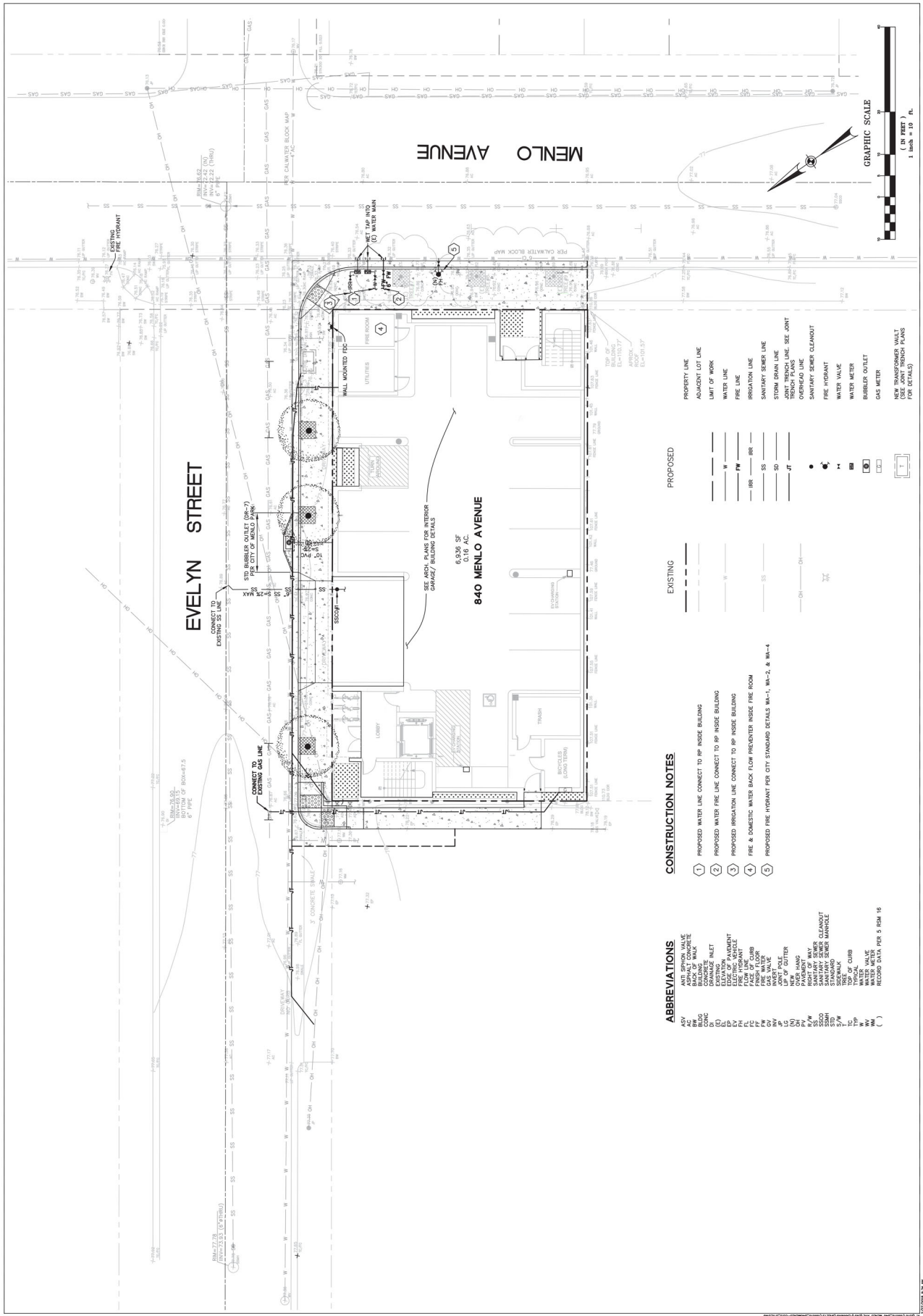
SCALE
DATE: 02/27/2019
DRAWN BY: MAC



ALL DRAWINGS AND WRITTEN MATERIALS
ARE THE PROPERTY OF HAYES GROUP ARCHITECTS, INC.
NO REPRODUCTION OR TRANSMISSION IN ANY FORM OR BY ANY MEANS
IS PERMITTED WITHOUT THE WRITTEN PERMISSION OF HAYES GROUP ARCHITECTS, INC.

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DRAWING NUMBER

C3.0



PROPOSED

EXISTING

CONSTRUCTION NOTES

ABBREVIATIONS

- 1 PROPOSED WATER LINE CONNECT TO RP INSIDE BUILDING
- 2 PROPOSED WATER FIRE LINE CONNECT TO RP INSIDE BUILDING
- 3 PROPOSED IRRIGATION LINE CONNECT TO RP INSIDE BUILDING
- 4 FIRE & DOMESTIC WATER BACK-FLOW PREVENTER INSIDE FIRE ROOM
- 5 PROPOSED FIRE HYDRANT PER CITY STANDARD DETAILS WA-1, WA-2, & WA-4

- ASB ASPHALT CONCRETE
- BLG BILDING
- DRG DRAINAGE
- DN DOWN
- ELEV ELEVATION
- ELEC ELECTRICAL
- FLOOR FLOOR
- FINISH FINISH
- FL FLOOR
- GV GAS VALVE
- IR IRRIGATION
- JU JOINT
- NEW NEW
- PAR PARKING
- PV PAVEMENT
- SAN SANITARY
- SEWER SEWER
- SS SHED
- SSHH SANITARY DRAIN
- SVV SUDOWALK
- TOP TOP
- UB UNDER
- W WATER
- WA WATER METER
- WA WATER METER PER 5 FPM 16

- PROPERTY LINE
ADJACENT LOT LINE
LIMIT OF WORK
WATER LINE
FIRE LINE
IRRIGATION LINE
SANITARY SEWER LINE
STORM DRAIN LINE
OVERHEAD LINE
TRENCH PLANS
FIRE HYDRANT
WATER VALVE
WATER METER
BUBBLE OUTLET
GAS METER
NEW TRANSFORMER W/ULT
(SEE TRENCH PLANS
FOR DETAILS)

PROPOSED

EXISTING

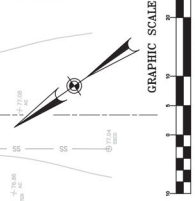
CONSTRUCTION NOTES

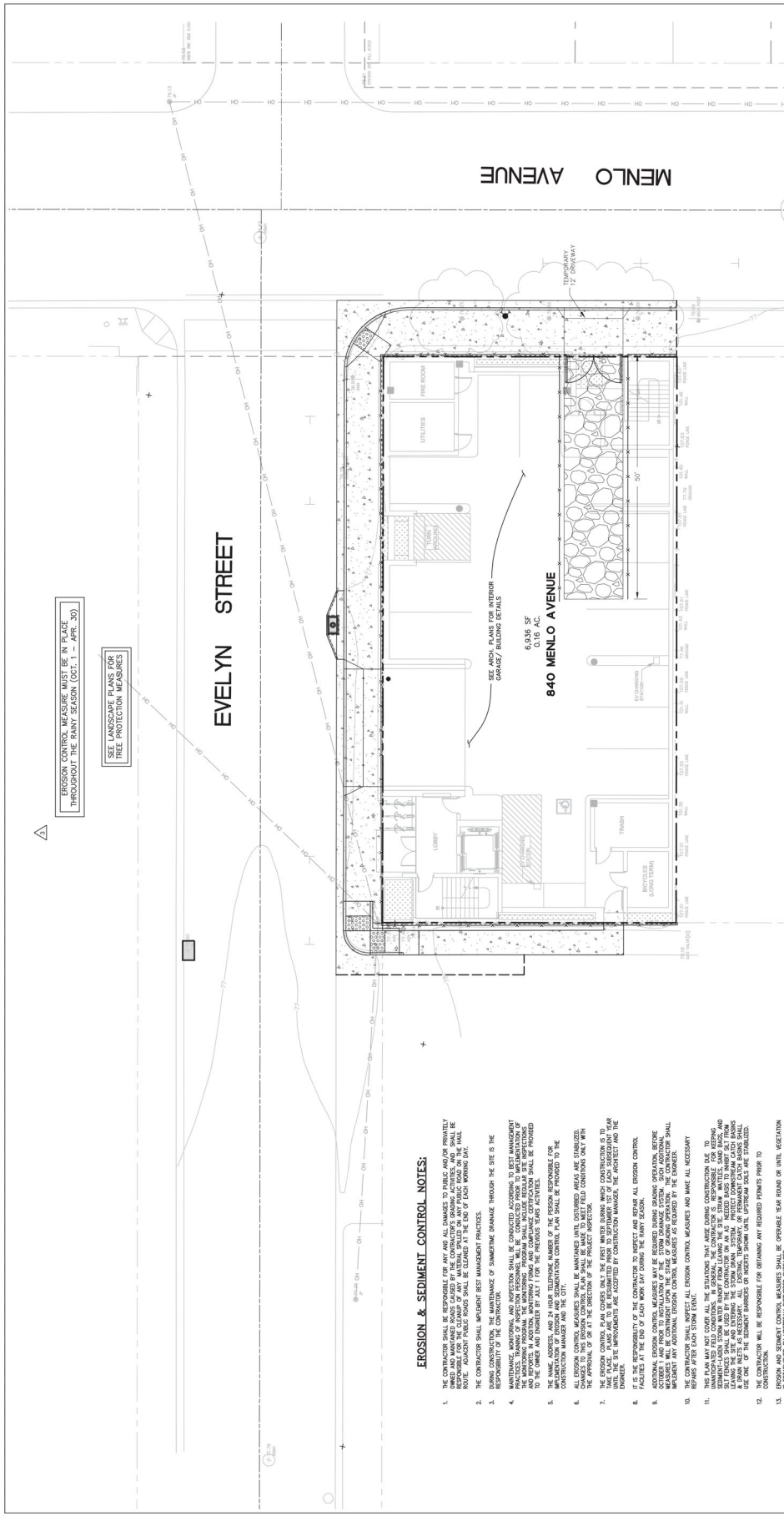
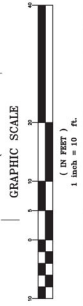
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WATER VALVE
WATER METER
BUBBLE OUTLET
GAS METER
NEW TRANSFORMER W/ULT
(SEE TRENCH PLANS
FOR DETAILS)





EROSION CONTROL MEASURES MUST BE IN PLACE THROUGHOUT THE RAINY SEASON (OCT. 1 - APR. 30)

SEE LANDSCAPE PLANS FOR TREE PROTECTION MEASURES

SEE ARCH PLANS FOR INTERIOR GARAGE/BUILDING DETAILS

840 MENLO AVENUE
6,936 SF
0.16 AC.

LEGEND:

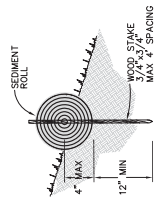
- PROPOSED
- INLET PROTECTION PER DETAIL 2, SHEET C4.2
- FIBER ROLL PER DETAIL 1, SHEET C4.2
- TEMPORARY 6" CONSTRUCTION FENCE
- LIMIT OF WORK
- STABILIZED CONSTRUCTION ENTRANCE PER CITY STANDARD C-6.1, SHEET C4.2

ABBREVIATIONS

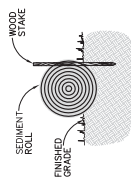
- ASV ADJUSTED VALVE
- BSV BACK VALVE
- CONC CONCRETE
- COV COVER
- ED EXISTING
- ET EDGE OF TROTTAR
- FIN FINISH
- FR FIRE RATED
- FRS FIRE RATED SHEET PILING
- FRM FORM
- FRW FIRE WATER
- FRY FIRE RATED YIELD POINT
- GR GRANITE
- GRV GRANITE VENEER
- GRW GRANITE WATER
- GRY GRANITE
- GRZ GRANITE ZONE
- GRY GRANITE
- GRZ GRANITE ZONE
- GRY GRANITE
- GRZ GRANITE ZONE
- GRY GRANITE
- GRZ GRANITE ZONE
- GRY GRANITE
- GRZ GRANITE ZONE
- GRY GRANITE
- GRZ GRANITE ZONE
- GRY GRANITE
- GRZ GRANITE ZONE

EROSION & SEDIMENT CONTROL NOTES:

- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY AND ALL DAMAGES TO PUBLIC AND/OR PRIVATE PROPERTY CAUSED BY EROSION AND SEDIMENTATION DURING THE CONSTRUCTION OF THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CLEARANCE OF ANY MATERIAL SPILLED ON ANY PUBLIC ROAD OR THE MAIN TRUNKS OF ANY DRAINAGE SYSTEM AND THE CLEANUP OF EACH WORKING DAY.
- THE CONTRACTOR SHALL MAINTAIN BEST MANAGEMENT PRACTICES (BMP) THROUGHOUT THE CONSTRUCTION PERIOD.
- THE CONTRACTOR SHALL MAINTAIN THE MAINTENANCE OF DOWNSTREAM CHANNELS THROUGH THE SITE IS THE RESPONSIBILITY OF THE CONTRACTOR.
- MAINTENANCE, MONITORING, AND INSPECTION SHALL BE CONDUCTED ACCORDING TO BEST MANAGEMENT PRACTICES (BMP) THROUGHOUT THE CONSTRUCTION PERIOD. THE CONTRACTOR SHALL MAINTAIN REGULAR SITE INSPECTIONS TO DETERMINE THE EFFECTIVENESS OF EROSION AND SEDIMENT CONTROL MEASURES. THESE INSPECTIONS SHALL BE PERFORMED BY THE OWNER AND ENGINEER BY JULY 1 FOR THE PREVIOUS YEAR'S ACTIVITIES.
- THE NAME, ADDRESS, AND A HIGH TELEPHONE NUMBER OF THE EROSION RESPONSIBLE PARTY SHALL BE PROVIDED TO THE CITY AND THE EROSION RESPONSIBLE PARTY SHALL BE PROVIDED TO THE EROSION RESPONSIBLE PARTY.
- EROSION CONTROL MEASURES SHALL BE MAINTAINED UNTIL DRAINAGE AREAS ARE STABILIZED AND THE EROSION RESPONSIBLE PARTY SHALL BE PROVIDED TO THE EROSION RESPONSIBLE PARTY.
- THE CONTRACTOR SHALL MAINTAIN EROSION CONTROL MEASURES THROUGHOUT THE CONSTRUCTION PERIOD.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INSPECT AND REPAIR ALL EROSION CONTROL MEASURES AND PROVIDE TO THE EROSION RESPONSIBLE PARTY A COPY OF THE EROSION CONTROL MEASURES. THESE MEASURES SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
- THE CONTRACTOR SHALL INSPECT ALL EROSION CONTROL MEASURES AND MAKE ALL NECESSARY REPAIRS AFTER EACH WORKING DAY.
- THE CONTRACTOR SHALL MAINTAIN EROSION CONTROL MEASURES THROUGHOUT THE CONSTRUCTION PERIOD.
- UNLESS OTHERWISE SPECIFIED, THE CONTRACTOR SHALL MAINTAIN EROSION CONTROL MEASURES THROUGHOUT THE CONSTRUCTION PERIOD.
- ALL EROSION CONTROL MEASURES SHALL BE OPERABLE YEAR ROUND OR UNIL VIOLENT WEATHER CONDITIONS OCCUR.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO PROTECT EXISTING AND TEMPORARY STRUCTURES WITH APPROPRIATE EROSION CONTROL MEASURES (CURBS, TYPERS, TRENCH PROTECTORS, SLOTTED CURBS, ETC.) TO ENSURE PROTECTIVE MEASURES ARE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
- ALL TRENCHES SHALL BE FULLY PROTECTED TO CORNER THE PROPERTY.
- DRAINAGE PROTECTORS SHALL BE PROTECTED AS FOLLOWS:
A. EXISTING TRENCHES SHALL NOT BE PLACED IN AREAS OF HIGH FLOOD RISK OR ON PAVED AREAS.
B. EXISTING TRENCHES SHALL BE FULLY PROTECTED WITH TRENCH PROTECTORS.
C. NEW TRENCHES SHALL BE FULLY PROTECTED WITH TRENCH PROTECTORS AND BACKFILLING.
DURING EROSION CONTROL MEASURES ARE NOT FORECAST TO BE REMOVED FROM THE SYSTEM.
E. TRENCHES SHALL BE FULLY PROTECTED THROUGHOUT THE CONSTRUCTION PERIOD.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING A CURRENT COPY OF THE APPROVED EROSION CONTROL MEASURES FROM THE EROSION RESPONSIBLE PARTY. THE CONTRACTOR SHALL REVIEW THE COPY AND MAINTAIN THE SITE AS REQUIRED.
- CONTRACTOR SHALL FOLLOW ALL REQUIREMENTS OF THE STANDARD DRAINAGE DESIGN MANUAL AND ALL CITY ORDINANCES THAT APPLY TO THE PROJECT.
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**ENTRENCHMENT DETAIL
 IN SLOPE AREA**

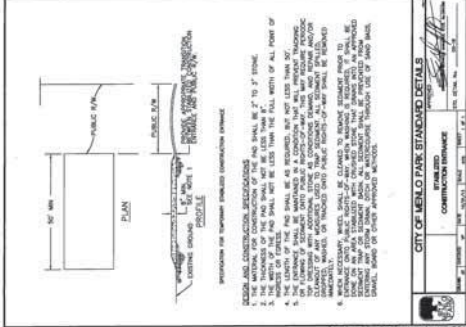


**ENTRENCHMENT DETAIL
 IN FLAT AREA**

NOTES:

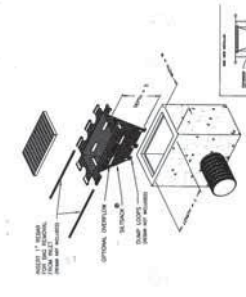
1. USE REED & GRAHAM, INC. GEOSYNTHETICS STRAW WATTLE FIBER ROLL (COMES IN 9' X 25' ROLLS) OR APPROVED EQUIVALENT.
2. FIBER ROLL INSTALLATION REQUIRES THE PLACEMENT AND DEEP, DUG ON CONTOUR. FIBER ROLL IN A TRENCH, 3" - 5" DEEP.
3. RUNOFF MUST NOT BE ALLOWED TO RUN UNDER OR AROUND FIBER ROLL. THE TOP OF THE STRUCTURE (PONDSING HEIGHT) MUST BE ADJUSTED TO PREVENT OVERFLOW. THIS IS TO PREVENT RUNOFF FROM BY-PASSING THE INLET.
4. EXCAVATION OF A BASIN ADJACENT TO THE DROP INLET OR A TEMPORARY DIKE ON THE DOWNSLOPE OF THE STRUCTURE MAY BE USED TO PREVENT OVERFLOW. SAND BARS TO SECURE FIBER ROLLS IN PLACE OF WOOD STAKE.

1
FIBER ROLL
 SCALE: NTS



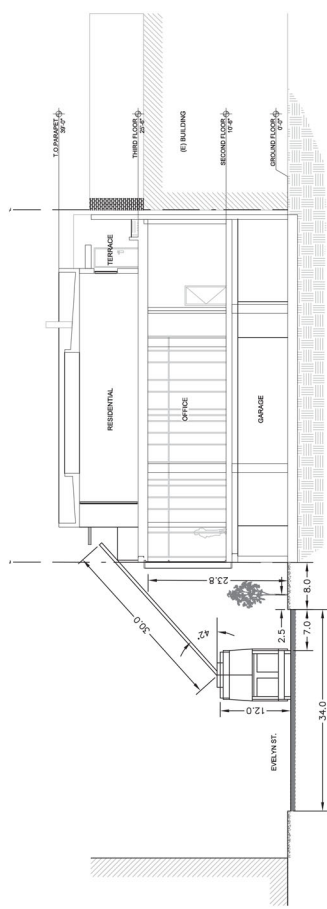
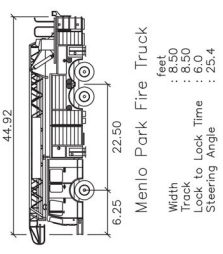
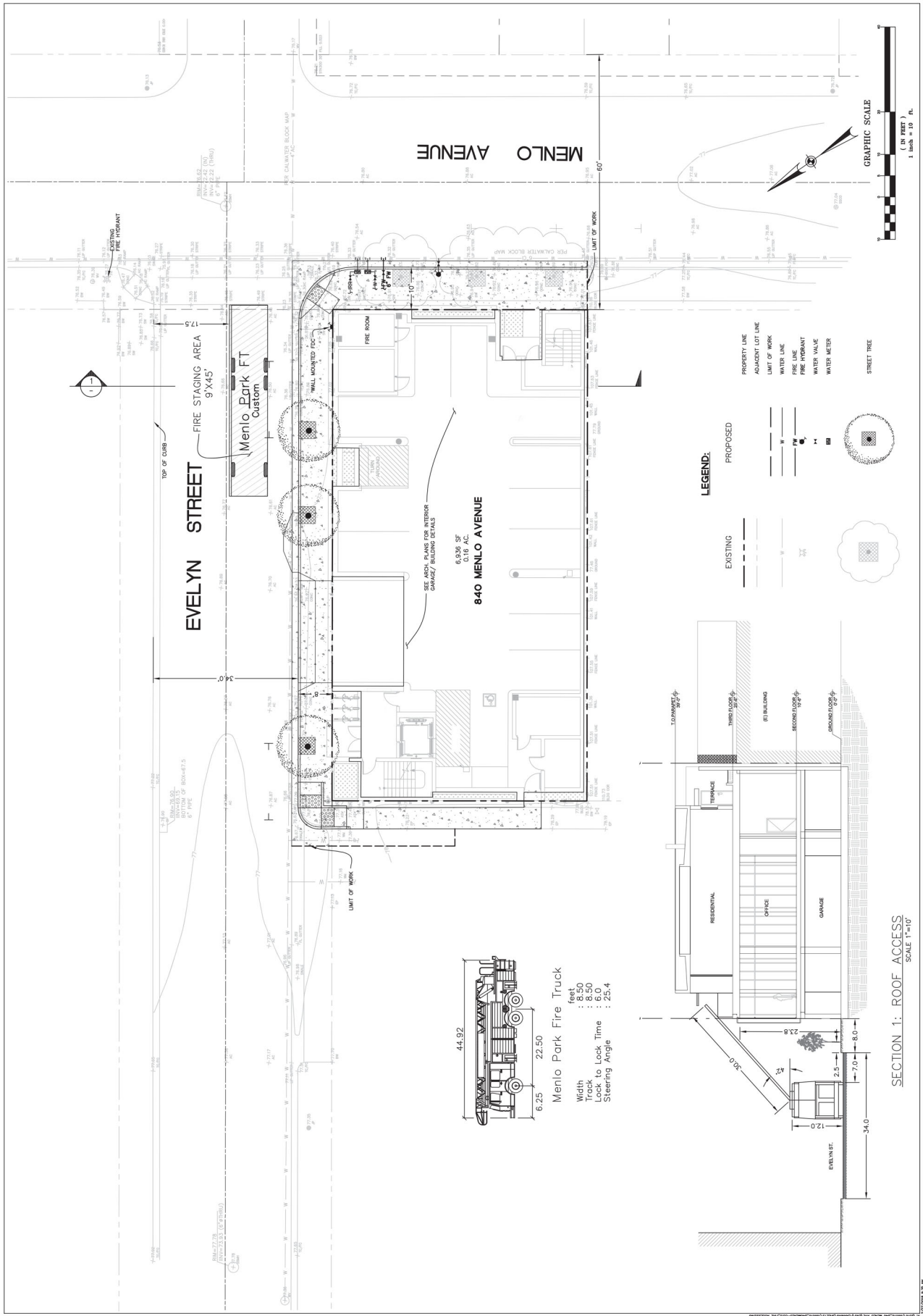
CITY OF MENLO PARK STANDARD DETAILS
COMBINATION ENTRANCE

2
INLET PROTECTION
 SCALE: NTS



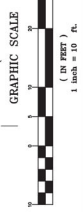
**DETAIL OF INLET SEDIMENT CONTROL DEVICE
 TYPE A - WITHOUT CURB COLLECTOR**

Environmental
Engineering
 10000
 10000
 10000



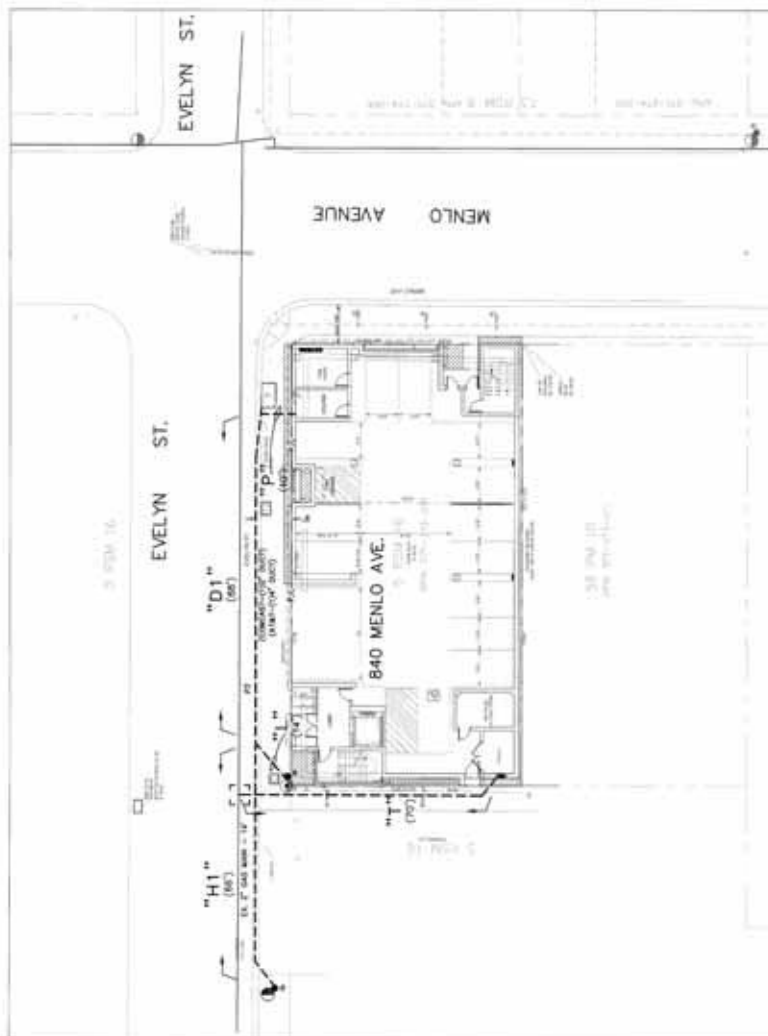
LEGEND:

- PROPERTY LINE
 - ADJACENT LOT LINE
 - LIMIT OF WORK
 - WATER LINE
 - FIRE LINE
 - FIRE HYDRANT
 - WATER VALVE
 - WATER METER
 - STREET TREE
- PROPOSED
- EXISTING



JOINT TRENCH IMPROVEMENT PLAN
840 MENLO AVE.
1 MULTI FAMILY / COMMERCIAL UNIT
THE HAYES GROUP
MENLO PARK CALIFORNIA

- GENERAL NOTES**
- SEE PLAN FOR TRENCH DEPTH, WIDTH & LOCATION. THIS SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK SPECIFICATIONS.
 - ALL TRENCHES SHALL BE CONSTRUCTED TO THE CITY OF MENLO PARK SPECIFICATIONS. ALL TRENCHES SHALL BE CONSTRUCTED TO THE CITY OF MENLO PARK SPECIFICATIONS. ALL TRENCHES SHALL BE CONSTRUCTED TO THE CITY OF MENLO PARK SPECIFICATIONS.
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VICINITY MAP

CONSTRUCTION & LABOR SUMMARY

ITEM	QUANTITY	UNIT	PRICE	TOTAL
1.000	1.000	1.000	1.000	1.000
2.000	2.000	2.000	2.000	2.000
3.000	3.000	3.000	3.000	3.000
4.000	4.000	4.000	4.000	4.000
5.000	5.000	5.000	5.000	5.000
6.000	6.000	6.000	6.000	6.000
7.000	7.000	7.000	7.000	7.000
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PLAN SET INDEX

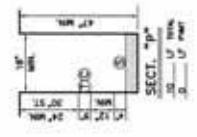
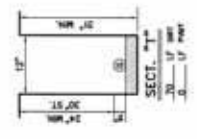
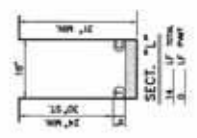
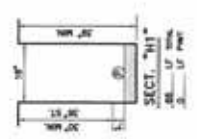
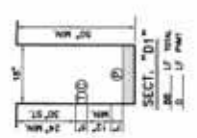
SHEET NO.	PLAN SHEET DESCRIPTION
1	TITLE SHEET
2	DETAIL SHEET
3	JOINT TROUGH COMPOSITE
4	ELECTRIC SINGLE PLAN
5	ELECTRIC PLAN
6	GIS PLAN

PROJECT REPRESENTATIVES

COMPANY	PHONE
SAHAI KODAMBAH-PARE	650-888-7233
JM WATSON-KIM	202-571-6822
RUS BARR-CONCAST	415-762-6488
CHARLES TROLO-NAVES GROUP	800-293-1422
HAYES GROUP	
MENLO PARK	
EDWARDS LORDAN	707-429-4559
SUNSHINE DESIGN	

UTILITY CO. JOB NUMBERS

UTILITY CO.	JOB NO.
SDG&P	101-111-1111
PG&E	101-111-1111
AT&T	101-111-1111
TELEPHONE	101-111-1111
CABLE TV	101-111-1111



- APPLICABLE P.O.-E. RETAINMENT STANDARD PRACTICES AND DIMENSIONS**
1. RETAINMENT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD PRACTICES FOR RETAINMENT OF EARTHWORK (P.O.-E.)
 2. RETAINMENT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD PRACTICES FOR RETAINMENT OF EARTHWORK (P.O.-E.)
 3. RETAINMENT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD PRACTICES FOR RETAINMENT OF EARTHWORK (P.O.-E.)
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 11. RETAINMENT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD PRACTICES FOR RETAINMENT OF EARTHWORK (P.O.-E.)
 12. RETAINMENT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD PRACTICES FOR RETAINMENT OF EARTHWORK (P.O.-E.)

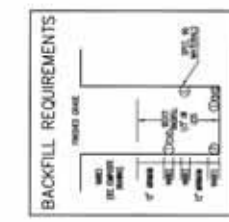
STRUCTURE VERIFICATION STAMP

REGISTER

THIS REGISTER IS TO BE MAINTAINED BY THE REGISTERED PROFESSIONAL ENGINEER OR ARCHITECT AND SHALL BE KEPT IN THE OFFICE OF THE REGISTERED PROFESSIONAL ENGINEER OR ARCHITECT. IT SHALL BE SUBJECT TO THE INSPECTION AND VERIFICATION OF THE REGISTERED PROFESSIONAL ENGINEER OR ARCHITECT. IT SHALL BE SUBJECT TO THE INSPECTION AND VERIFICATION OF THE REGISTERED PROFESSIONAL ENGINEER OR ARCHITECT. IT SHALL BE SUBJECT TO THE INSPECTION AND VERIFICATION OF THE REGISTERED PROFESSIONAL ENGINEER OR ARCHITECT.

SIGNED: _____ DATE: _____

- NOTES**
1. Backfill shall be done immediately and shall be compacted in layers not exceeding 6 inches in thickness.
 2. The contractor shall verify the backfill material and shall be responsible for the quality of the backfill.
 3. The contractor shall verify the backfill material and shall be responsible for the quality of the backfill.
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 9. The contractor shall verify the backfill material and shall be responsible for the quality of the backfill.
 10. The contractor shall verify the backfill material and shall be responsible for the quality of the backfill.



BACKFILL REQUIREMENTS

BACKFILL SHALL BE COMPACTED TO 95% RELATIVE DENSITY. THE BACKFILL SHALL BE COMPACTED IN LAYERS NOT EXCEEDING 6 INCHES IN THICKNESS. THE BACKFILL SHALL BE COMPACTED IN LAYERS NOT EXCEEDING 6 INCHES IN THICKNESS. THE BACKFILL SHALL BE COMPACTED IN LAYERS NOT EXCEEDING 6 INCHES IN THICKNESS.

P.C. & E. SKETCH BY DEVELOPER

GAS PM# 31234023
 ELEC PM# 3123106
 907-8116016-40

MINIMUM SEPARATION AND CLEARANCE REQUIREMENTS (INCHES)

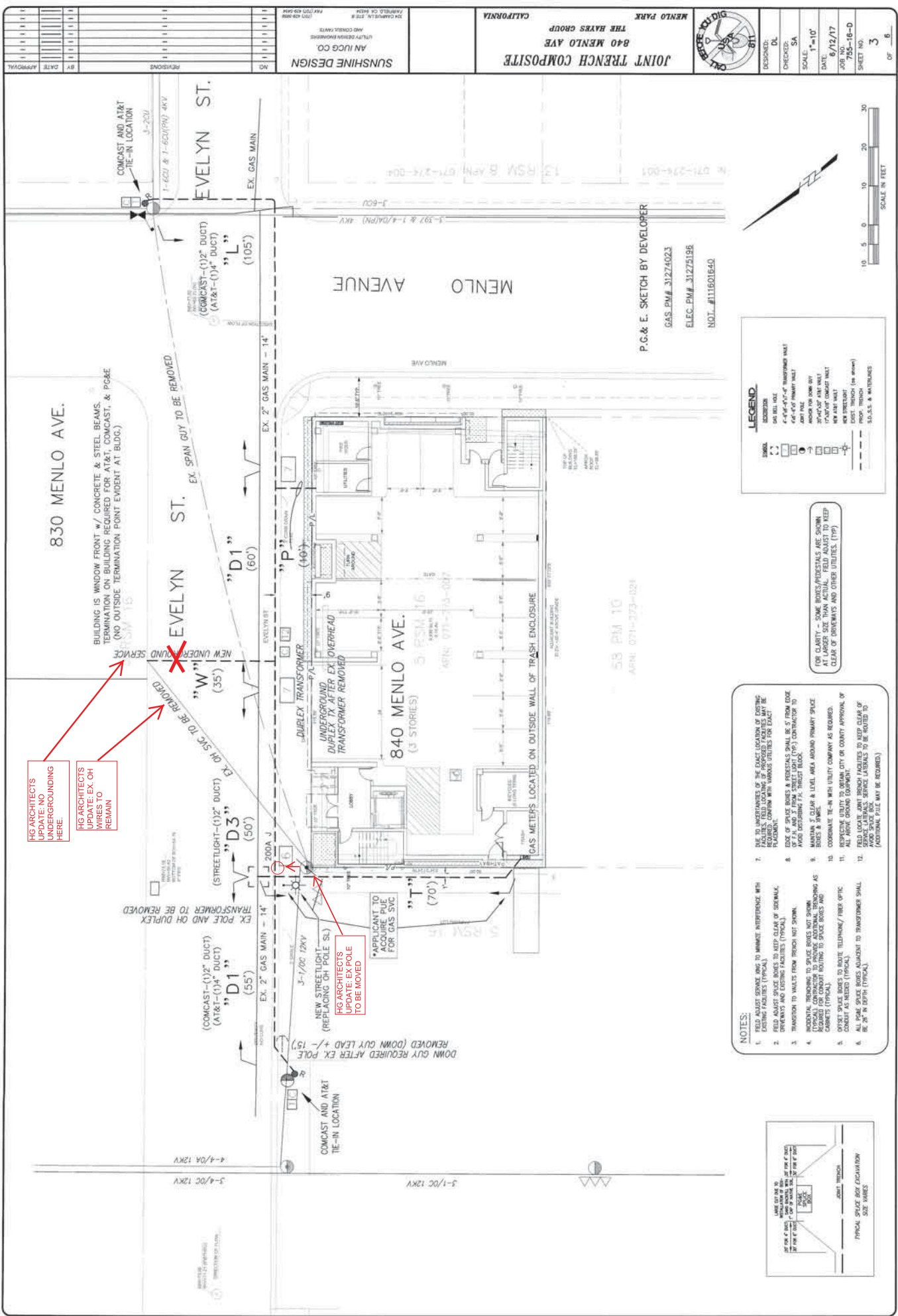
UTILITY	G	T	C	S	P	SL
0 GAS (SEE A.2, B.1)	12"	12"	12"	12"	12"	12"
1 TELEPHONE (DIRECT BURIAL)	12"	12"	12"	12"	12"	12"
2 CABLE	12"	12"	12"	12"	12"	12"
3 ELECTRIC SECONDARY	12"	12"	12"	12"	12"	12"
4 ELECTRIC PRIMARY	12"	12"	12"	12"	12"	12"
5 TELEPHONE (DIRECT BURIAL)	12"	12"	12"	12"	12"	12"
6 GAS (SEE A.2, B.1)	12"	12"	12"	12"	12"	12"

NOTES:

1. ALL UTILITIES SHALL BE MAINTAINED AT ALL TIMES.
2. ALL UTILITIES SHALL BE MAINTAINED AT ALL TIMES.
3. ALL UTILITIES SHALL BE MAINTAINED AT ALL TIMES.
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9. ALL UTILITIES SHALL BE MAINTAINED AT ALL TIMES.
10. ALL UTILITIES SHALL BE MAINTAINED AT ALL TIMES.

JOINT TRENCH OCCUPANCY GUIDE

JOINT TRENCH OCCUPANCY GUIDE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
1. TELEPHONE (DIRECT BURIAL)																				
2. CABLE																				
3. ELECTRIC SECONDARY																				
4. ELECTRIC PRIMARY																				
5. TELEPHONE (DIRECT BURIAL)																				
6. GAS (SEE A.2, B.1)																				



HG ARCHITECTS
 UPDATE: NO
 UNDERGROUNDING
 HERE.

HG ARCHITECTS
 UPDATE: EX. OH
 REMAINS TO
 REMAIN

HG ARCHITECTS
 UPDATE: EX POLE
 TO BE MOVED

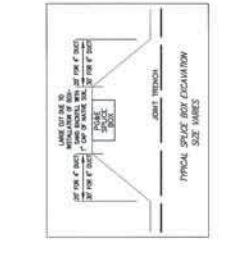
*APPLICANT TO
 ACQUIRE PILE
 FOR GAS SVC

DOWN GUY REQUIRED AFTER EX. POLE
 REMOVED (DOWN GUY LEAD +/- 15')

NEW STREETLIGHT
 (REPLACING OH POLE SL)

P.C. & E. SKETCH BY DEVELOPER
 GAS.PM# 31274023
 ELEC.PM# 31275198
 NOT.#111601640

- NOTES:
- FIELD VERIFY EXISTING AND TO MINIMIZE INTERFERENCE WITH EXISTING FACILITIES, FIELD LOCATIONS OF PROVIDED FACILITIES MAY BE RELOCATED.
 - FIELD ADJUST SPICE BOXES TO KEEP CLEAR OF SIDEWALK, DRIVEWAYS AND EXISTING FACILITIES (TYPICAL).
 - TRANSITION TO VAULTS FROM TRENCH NOT SHOWN.
 - INCIDENTAL TRENCHING TO SPICE BOXES NOT SHOWN (TYPICAL). CONTRACTOR TO PROVIDE ADDITIONAL TRENCHING AS NECESSARY TO ROUTE TO SPICE BOXES AND CABINETS (TYPICAL).
 - OFFSET SPICE BOXES TO ROUTE TELEPHONE/FIBER OPTIC CONDUIT AS NEEDED (TYPICAL).
 - ALL HOME SPICE BOXES ADJACENT TO TRANSFORMER SHALL BE 26" IN DEPTH (TYPICAL).
 - BE TO UNBARRIERS OF THE EXISTING FACILITIES OF EXISTING FACILITIES, FIELD LOCATIONS OF PROVIDED FACILITIES MAY BE RELOCATED.
 - EDGE OF SPICE BOXES AND PRECASTALS SHALL BE 5' FROM EDGE OF 2'-H. AND 3' FROM STREET LIGHT (TYP). CONTRACTOR TO VERIFY EXISTING UTILITIES AND FIELD LOCATIONS.
 - COORDINATE TIE-IN WITH UTILITY COMPANY AS REQUIRED.
 - RESPECTIVE UTILITY TO OBTAIN CITY OR COUNTY APPROVAL OF ALL ABOVE GROUND EQUIPMENT.
 - FIELD LOCATE JOINT TRENCH FACILITIES TO KEEP CLEAR OF ROADWAY AND OTHER UTILITIES (TYP).
 - FIELD LOCATE JOINT TRENCH FACILITIES TO BE ROUTED TO (ADDITIONAL PILE MAY BE REQUIRED).





SUNSHINE DESIGN
AN I/CO CO
10777 BURNBURY DRIVE
DUBLIN, CA 94568
TEL: (925) 885-8888



ELECTRIC CIRCUIT PLAN
840 MENLO AVE
THE MAYES GROUP
CALIFORNIA



DESIGNED: DL
CHECKED: SA
SCALE: 1"=50'
DATE: 1/20/18
JOB NO: 752-18-0
SHEET NO: 4 OF 6

LEGEND

INSTALL
DESCRIPTION
PRIMARY CONDUIT/CABLE - (3) 1/2" ALUM-CONC-30KVP PL # 4 INST

EXISTING
DESCRIPTION
ELECTRIC CONDUIT/CABLE - SEE AS SHOWN
EXISTING

NOTES
SUB-SURFACE USE TRANSFORMER BOX 4'-0" x 6'-0" x 7'-0"
MIN. 8"
EXIST-OUT
INDICATED TRANSFORMER

PRIMARY MAP # 12KV D10C
MAINLINE FEEDER: GLENWOOD 1102
PRIMARY VOLTAGE AREA: 3
INSULATION DISTRICT: B
CORROSION AREA: NON-CORROSIVE
CLIMATE ZONE: X (SC)

P.G. & E. SKETCH BY DEVELOPER
PM: #31223198
NOT: #118051640



NO.	REVISIONS	DATE	APPROVAL

SUNSHINE DESIGN
12777 DEWEEN DRIVE
ANIMIG CO
FARMERSVILLE, CA 95128
TEL: (925) 938-6888
FAX: (925) 938-6888



ELECTRIC PLAN
840 MENLO AVE
THE HAYES GROUP
MENLO PARK, CALIFORNIA



DESIGNED BY	D.L.
CHECKED BY	S.A.
SCALE	1"=10'
DATE	12/10/16
PROJECT NO.	1755-16-D
SHEET NO.	5
TOTAL SHEETS	6



EX. ARCHITECT'S UPDATE EX. SPAN GUY TO BE REMOVED

Underground Service Alert
Call: TOLL FREE 811
TWO WORKING DAYS BEFORE YOU DIG
PLEASE CONTACT THE UTILITY LOCATOR AT 811.
FOR A COMPLETE LIST OF UTILITIES VISIT WWW.811.CA

CABLE TRAILING DATA

TRAIL	CALCULATED	REQUIRED	MINIMUM ALLOWED	MAXIMUM ALLOWED	ACTUAL
1.10'	11.0'	10.0'	8.0'	10.0'	11.0'
1.20'	12.0'	11.0'	9.0'	11.0'	12.0'
1.30'	13.0'	12.0'	10.0'	12.0'	13.0'
1.40'	14.0'	13.0'	11.0'	13.0'	14.0'
1.50'	15.0'	14.0'	12.0'	14.0'	15.0'

1-181070
150 KVA
120/208V 3Ø
DEMAND=162KVA
SW-642274

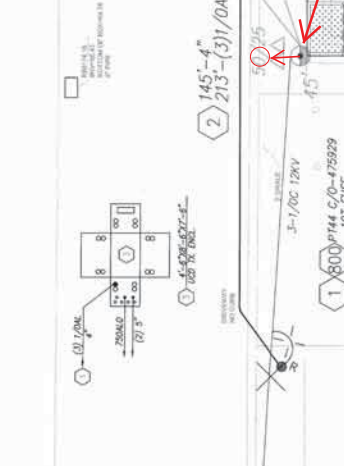
840 MENLO AVE.
5 RSM 16
58 PM 10
APRIL 07-274-003

P.C. & E. SKETCH BY DEVELOPER
PM #31275156
NOT. #111601640

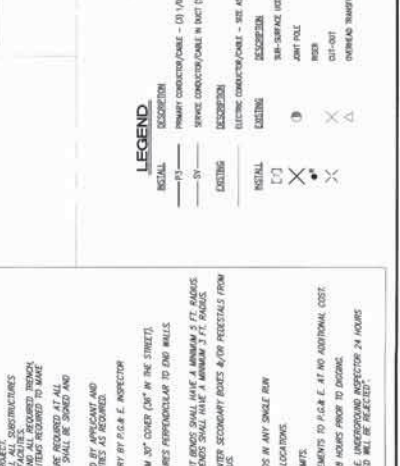
EX. ARCHITECT'S UPDATE: EX POLE TO BE MOVED

*TX VAULT INSTALLATION
WATER TABLE AND CHLORIDE REPORTS MEET THE REQUIREMENT FOR INSTALLATION OF SUBSURFACE TRANSFORMERS, WATERPROOFING NOT REQUIRED.
(PER DRAWING 072149 IN 1G-1 GENERAL SECTION OF GREENBOOK DATED 7/31/15)

PRIMARY MAP # 12KV D10C
MAINLINE FEEDER: GLENWOOD 1102
PRIMARY VOLTAGE AREA: 3
INSULATION DISTRICT: B
CORROSION AREA: NON-CORROSIVE
CLIMATE ZONE: X (SC)



POLE SET 45' JOINT POLE CL. 3 - 2,022 FT. LBS
POLE - 711 FT. LBS
COMCAST - 492 FT. LBS
AT&T - 819 FT. LBS
VERTICAL LOAD
TOTAL VERTICAL LOAD - 365 LBS
POLE - 711 FT. LBS
COMCAST - 492 FT. LBS
AT&T - 819 FT. LBS
TOTAL VERTICAL LOAD - 22 FT. LBS
COMCAST - 16 FT. LBS
AT&T - 58 FT. LBS
POLE TO SET 45' CLASS 3 POLE
JP# 32 - 8'
A/T# 24 - 6'
NEW I.P. AUTH#



ELEC. NOTES.
A) PRIMARY SERVICE BUNDLES TO BE INSTALLED PER P&R E. AND W/ VENT. TO BE INSTALLED PER P&R E.
B) SECONDARY SERVICE BUNDLES TO BE INSTALLED PER P&R E.
C) UNDERGROUND CONDUITS TO BE INSTALLED PER P&R E.
D) ALL PRIMARY CONDUITS SHALL HAVE A MINIMUM 3" COVER (MIN. IN THE STREET).
E) ALL PRIMARY CONDUITS SHALL ENTER ENCLOSEURES PERPENDICULAR TO END WALLS.
F) ALL HORIZONTAL, 4" x 4" x 8" PRIMARY CONDUIT BUNDLES SHALL HAVE A MINIMUM 5 FT. BARRIS.
G) ALL SECONDARY CONDUITS SHALL HAVE A MINIMUM 2 FT. BARRIS.
H) THE BOTTOM UTILITY BARRIS SHALL BE 2 FT. BARRIS.
I) UTILIZE ALL AVAILABLE BARRIS WHERE POSSIBLE.
J) P&R E. SHALL DO ALL WORK AT 800 SERIES LOCATIONS.
K) APPLICANT SHALL OBTAIN ALL NECESSARY PERMITS.
L) APPLICANT SHALL OBTAIN ALL NECESSARY AGREEMENTS TO P&R E. AT NO ADDITIONAL COST.
M) CALL U.S.A. AT 1-800-277-3600 AT LEAST 48 HOURS PRIOR TO DIGGING.
N) BEFORE BEGINNING WORK, PLEASE CALL P&R E. UNDERGROUND INSPECTOR 24 HOURS IN ADVANCE. "WORK NOT PROPERLY SUSPECTED WILL BE RECEIVED."

MATERIAL LEGEND

- 1/2" PEX-WH GASE DOWN TO 12" BELOW FINISH FLOOR
- INSTALL 1-1/4" MELLER SHC TEE (05-2623)
- INSTALL 1-1/4" TEE TO PL TRANSITION FTS (02-3804)
- INSTALL 1-1/4" ELECTROPON DRG (02-1633)
- INSTALL 1-1/4" COBS VALVE (03-3279) w/ FRAME & COVER

LEGEND

EXISTING MAIN (SIZE AS SHOWN)
 PROPOSED 1-1/4" HP GAS SERVICE
 EXCESS FLOW VALVE
 3/4" GAS IN-WH MALE
 12" BELOW EXIST. FACILITIES
 MELLER SHC TEE
 PROPOSED GAS METER LOCATION
 1-1/4" PL COBS VALVE w/ FRAME & COVER



5 RSM 16
 APN: 071-274-004
 APN: 071-274-003
 APN: 071-274-004
 APN: 071-274-003

STEEL TO PLASTIC MAIN TIE-IN DETAIL

② 1-1/4" MELLER SERVICE TEE
 ① 5.3 F BUI HOSE
 NEW 1-1/4" PVC
 ④ 1-1/4" ELECTROPON DRG
 GAS TIE-IN
 (APPROXIMATE DIMENSIONS TO BE INSTALLED)

TIE-IN DETAIL A

MIN 12" INSTALLATION TIME
 MARKING TAPE
 MIN 12"

GAS TIE-IN

MIN 12"
 MARKING TAPE
 MIN 12"

UNDERGROUND SERVICE ALERT

NOTIFY U.S.A. OR I.M.S. PRIOR TO TRENCHING @ 1-800-227-2600
 DATE CALLED: _____
 HOCKET # _____
 (P)

REINFORCING LAYER INSTALLATION DETAIL

MIN 12"
 MARKING TAPE
 MIN 12"

GAS LOAD BREAKDOWN

BASED ON GAS SERVICE
 SERVICE @ 35 CFY
 TOTAL 377 CFY x 1.1 = 415 CFY
 (2 RESIDENTIAL METERS)
 (1 INDUSTRIAL METERS)
 (1 FURNACE)
 TOTAL = 425 CFY

REASON CHARGE CONDUCTED

ANY CHANGES IN THE GAS DESIGN
 MUST BE APPROVED BY THE GAS AGENCY.
 NAME: JOHN WELLS
 NUMBER: 495-296-1592

REGIONAL CHARGE CONDUCTED

INSTALLATION TESTED or INSPECTED
 and Noted on Drawing.
 ALL GAS SERVICE WORK SHALL BE DONE IN ACCORDANCE WITH THE
 PG&E GAS UTILITY STANDARD TD-1815
 Qualified Employee Signature: _____
 Date: _____

REASON CHARGE CONDUCTED

ANY CHANGES IN THE GAS DESIGN
 MUST BE APPROVED BY THE GAS AGENCY.
 NAME: JOHN WELLS
 NUMBER: 495-296-1592

1872 Pipe Whip Addition Stamp

Estimate No. _____
 Year Pipe Installed _____
 Meter/End Results, Contains Submittal? Yes No Unknown
 Pre 1872 AND Unknown - Sample is Unknown
 2 Field Completion to Complete. LAN ID _____
 3 Marked for Complete. LAN ID _____ OR [] No [] Yes
 Advertiser Branch: [] YH [] X [] OR [] No [] Yes (P)

PLASTIC PIPE DATA

TEST AT 150-170 PSI FOR MINIMUM OF 2 MIN.
 TENSILE STRENGTH TENSILE ELONG. TEST DATE
 FORTRESS AND SIZE PLASTIC PIPE DATA
 SIZE / WALL THICKNESS DATE MANUFACTURED
 DATE MANUFACTURED
 FORTRESS AND SIZE DATE MANUFACTURED
 DATE MANUFACTURED DATE MANUFACTURED
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CONTRACTOR CONSTRUCTION REFERENCES

1. CONTRACTOR IS RESPONSIBLE FOR OBTAINING NECESSARY PERMITS AND OBTAINING ALL NECESSARY FEES AT HIS OWN RISK.
2. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND OBTAINING ALL NECESSARY FEES AT HIS OWN RISK.
3. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND OBTAINING ALL NECESSARY FEES AT HIS OWN RISK.
4. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND OBTAINING ALL NECESSARY FEES AT HIS OWN RISK.
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9. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND OBTAINING ALL NECESSARY FEES AT HIS OWN RISK.
10. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND OBTAINING ALL NECESSARY FEES AT HIS OWN RISK.

JOB NOTES

1. PPE TO DO ALL HOT BE-WORK.
2. PPE TO PREPARE BRANCH INSTRUMENTS. PREPARED.
3. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND OBTAINING ALL NECESSARY FEES AT HIS OWN RISK.
4. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND OBTAINING ALL NECESSARY FEES AT HIS OWN RISK.
5. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND OBTAINING ALL NECESSARY FEES AT HIS OWN RISK.
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9. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND OBTAINING ALL NECESSARY FEES AT HIS OWN RISK.
10. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND OBTAINING ALL NECESSARY FEES AT HIS OWN RISK.



Keith Wittig
Landscape Architecture, Inc.
10000 Wilshire Blvd., Suite 100
Beverly Hills, CA 90210
(310) 205-2294
www.keithwittig.com
License 93851

840 MENLO AVE

840 MENLO, MENLO PARK, CA

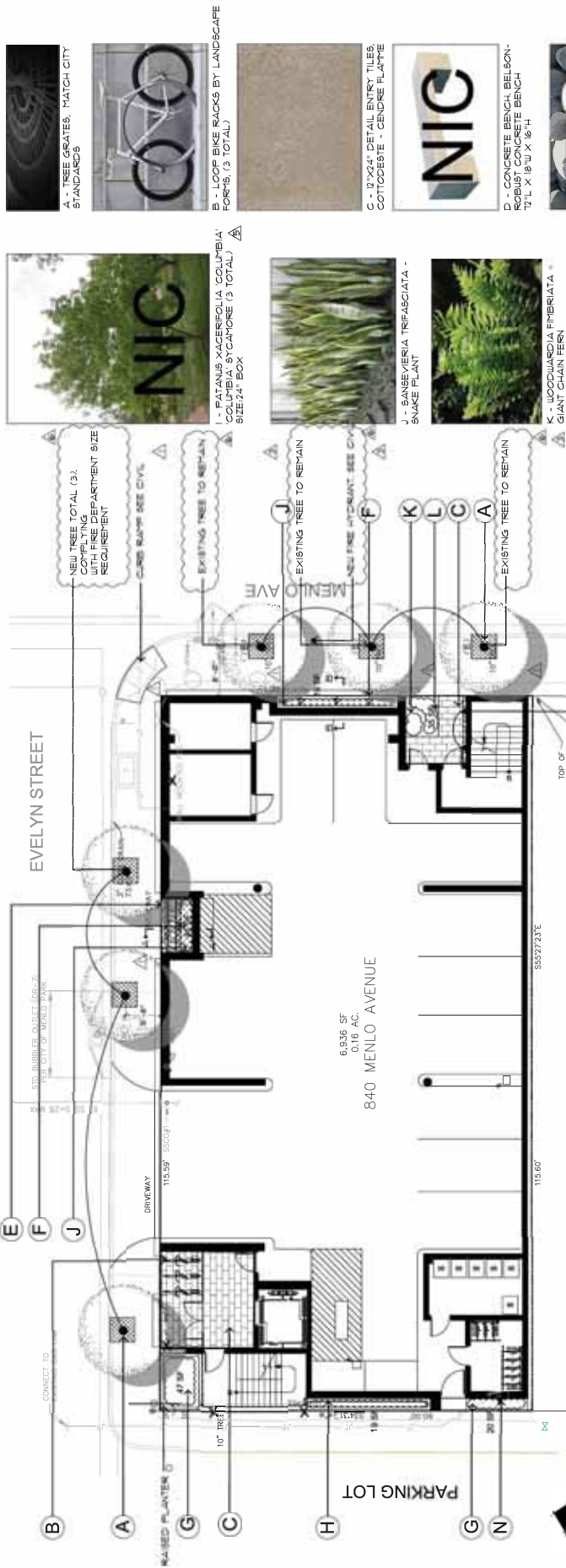
PERMIT SET
FIRST FLOOR LANDSCAPE PLAN

SCALE: 1/8" = 1'-0"
DATE: 1/28/2018
DRAWN BY: JIC
REVIEW BY: KW

REVISION:
4/14/2017
8/09/2017
10/02/2017
2/19/2017
1/15/2018
2/21/2018



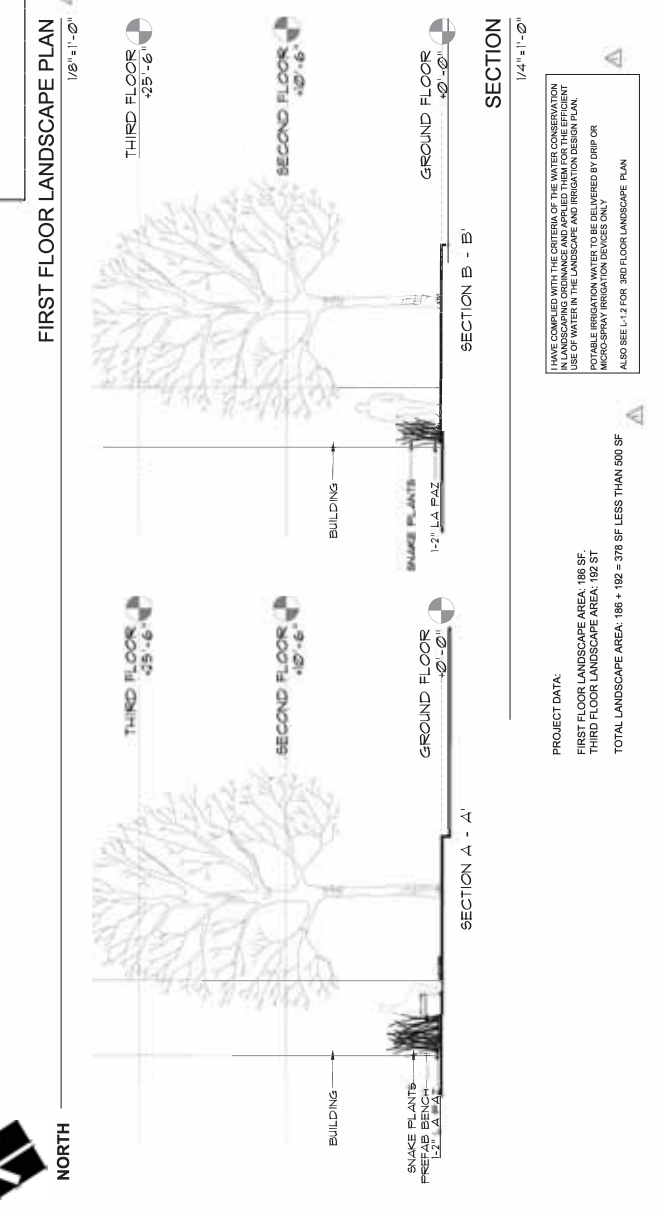
SHEET NO.
L-1.0
1 OF 2 SHEETS



- A - TREE GRATES, MATCH CITY STANDARDS
- B - LOOP BIKE RACKS BY LANDSCAPE FORMS, (3 TOTAL)
- C - 12"x24" DETAIL ENTRY TILES, COTTODESTE - CENDRE FLAMME
- D - CONCRETE BENCH, BELSON-ROBUST CONCRETE BENCH 72" X 18" W X 18" H
- E - 1 1/2" LA PAZ
- F - BEGA INGRADE LUMINAIRES FT028 LED
- G - ASPERAGUS MYERS - MYERS FERN
- H - PULLENBERGIA CAPILLARIS - PINK MULLY
- I - PATANUS XACERIFOLIA COLUMBIA COTTAGE PLANT STACIOPRE (3 TOTAL) SIZE 2 1/4" BOX
- J - SANSEVIERIA TRIFASCIATA - SNAKE PLANT
- K - HOCUSARCOA FIBRIFLATA - GIANT CHAIN FERN
- L - HELLEBORUS ORIENTALIS - LENTEN ROSE
- M - F. PARTENOCISSUS TRICUSPIDATA - BOSTON IVY



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



NOTES:
1. SEE ALL NECESSARY PERMITS FROM THE CITY ARCHITECTS
2. SEE ALL NECESSARY PERMITS FROM THE CITY ARCHITECTS
3. SEE ALL NECESSARY PERMITS FROM THE CITY ARCHITECTS
4. SEE ALL NECESSARY PERMITS FROM THE CITY ARCHITECTS
5. SEE ALL NECESSARY PERMITS FROM THE CITY ARCHITECTS
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8. SEE ALL NECESSARY PERMITS FROM THE CITY ARCHITECTS
9. SEE ALL NECESSARY PERMITS FROM THE CITY ARCHITECTS
10. SEE ALL NECESSARY PERMITS FROM THE CITY ARCHITECTS

PROJECT DATA:
FIRST FLOOR LANDSCAPE AREA: 186 SF
THIRD FLOOR LANDSCAPE AREA: 192 SF
TOTAL LANDSCAPE AREA: 186 + 192 = 378 SF LESS THAN 500 SF

I HAVE COMPLIED WITH THE CRITERIA OF THE WATER CONSERVATION
IN AN IRIGATING ORDINANCE AND APPLIED FOR THE EFFICIENT
IRRIGATION SYSTEMS FOR THE IRRIGATION DESIGN PLAN.
FOR THE IRRIGATION SYSTEM TO BE APPROVED BY DWP OR
MICRO-SPRAY IRRIGATION DEVICES ONLY.
ALSO SEE L-1.2 FOR 3RD FLOOR LANDSCAPE PLAN



Keith Willig
Landscape Architecture, Inc.
10000 Wilshire Blvd., Suite 100
Menlo Park, CA 94025
P: (650) 325-2294
F: (650) 325-2292
License #28871

840 MENLO AVE

840 MENLO, MENLO PARK, CA

PERMIT SET 3RD FLOOR LANDSCAPE PLAN

scale: 1/8" = 1'-0"
date: 1/28/2016
drawn by: NC
review by: KW
revision:
4/14/2017

notes:



SHEET NO.

L-1.1

2 OF 2 SHEETS



A - 2'x2' ECO DECK PORCELAIN DECK TILES



B - BULGHIRE COLLECTION RECTANGULAR, 24" H X 36" L X 24" W



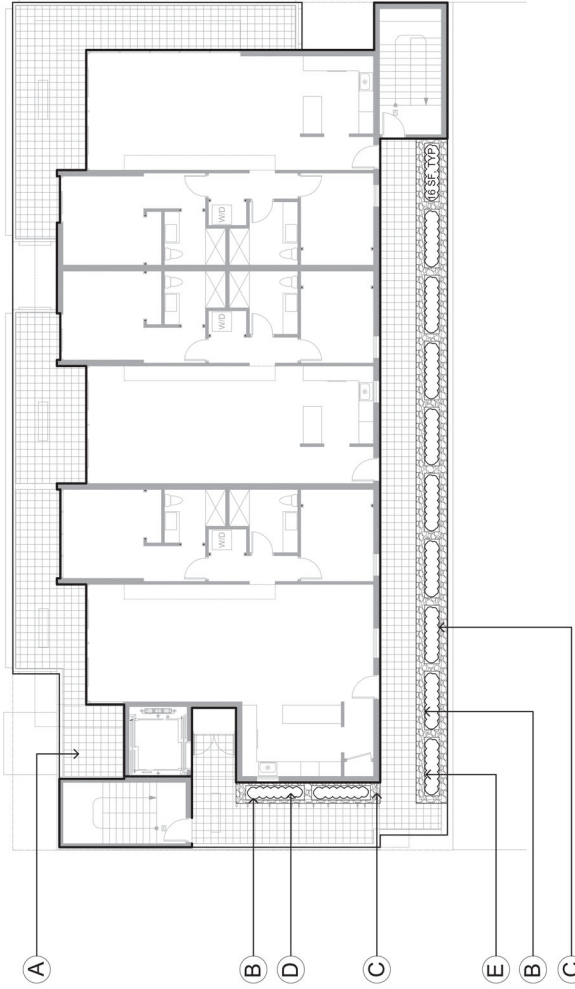
C - 1/2-2" LA PAZ



D - MUHLENBERGIA CAPILLARIS - PINK MULLY



E - PODOCARPUS MACROPHYLLUS - BIGLEAF PODOCARP



THIRD LANDSCAPE FLOOR PLAN

1/8" = 1'-0"

PROJECT DATA:

FIRST FLOOR LANDSCAPE AREA: 188 SF

THIRD FLOOR LANDSCAPE AREA: 192 SF

TOTAL LANDSCAPE AREA: 188 + 192 = 378 SF LESS THAN 500 SF



I HAVE COMPLIED WITH THE CRITERIA OF THE WATER CONSERVATION ACT AND THE CALIFORNIA WATER RESOURCES CONTROL ACT REGARDING THE USE OF WATER IN THE LANDSCAPE AND IRRIGATION DESIGN PLAN. POTABLE IRRIGATION WATER TO BE DELIVERED BY GRIP OR MICRO-SPRAY IRRIGATION DEVICES ONLY. ALSO SEE L-1.0 FOR 1ST FLOOR LANDSCAPE PLAN

NOTES:
1. SEE ARCHITECTURAL DRAWINGS BY HAYS GROUP ARCHITECTS
2. SEE GRADING AND DRAINAGE PLANS PROVIDED BY BRK ENGINEERS
3. SURVEY PROVIDED BY BRK ENGINEERS



HAYES
GROUP
ARCHI
TECTS

RECEIVED
APR 04 2017
CITY OF MENLO PARK
BUILDING

December 08, 2016
Updated April 04, 2017

Thomas Rogers
Planning Division
701 Laurel Street
Menlo Park, CA 94025

RE: 840 Menlo Ave Planning Commission Review – Project Description

Dear Mr. Rogers:

Attached is Hayes Group Architect's submission of 840 Menlo Ave for the Planning Commission Review. The project applicant is Hayes Group Architects on behalf of the Troglio family. This package includes proposed architectural plans, civil plans, and landscape plans. Material board, application forms, and relevant reports are also included.

1. EXISTING CONDITIONS

The site, a vacant parcel, is located on the north west corner of Evelyn St. and Menlo Ave. The property is surrounded by Draeger's Market to the west Menlo Office Plaza to the east, city parking to the north, and residential uses across Menlo Ave to the south.

2. PROPOSED PROJECT

We are proposing the construction of a mixed-use building consisting of ground floor parking, second floor office space with ground floor entrance lobby, and three residential condominiums on the third floor. The architectural language for the first and second floors adopt a modern use of the neighborhood brick aesthetic found at Draeger's Market. The two-story façade height will complement the Menlo Office Plaza to the north and 871 Santa Cruz to the west. The scale of the building is broken down by the two metal and glass volumes sitting atop the brick base that define the office uses. The scale is further broken down by residential units setback on the third floor, which take the form of roof top lofts commonly found in metropolitan areas. This will help create a transition from the smaller residential buildings to the east to the denser urban designs to the west. A common terrace, serviced by the stairs and elevator, accesses the units. Each unit has a generous private terrace. On-grade parking complies with the 13 stalls required for the project. Garage entrance is located on Evelyn St., adjacent to the building's main lobby.

Landscaping has been designed to integrate the building with Draeger's Market and surrounding greenery by use of vines on Menlo Ave and the façade facing the city parking lot.

HAYES
GROUP
ARCHI
TECTS

3. NEIGHBORHOOD OUTREACH

The Hayes Group conducted a neighborhood outreach meeting on February 8th, 2017 at the Arrilaga Family Recreation Center. Meeting notifications were mailed to all neighbors within a 300' site radius. However, nobody showed up to the meeting, despite our efforts. A more detailed Neighborhood Outreach Memo is included with the submittal package.

We look forward to meeting the Planning Commission and staffs at the public hearing so that we can proceed with the development of this project.

Please call me at (650) 365-0699 x15 if you have any questions.

Sincerely,



Ken Hayes, AIA
Principal

CC: Charlie Troglia

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: 840 Menlo Avenue - Compliance Worksheet

<u>Section</u>	<u>Standard or Guideline</u>	<u>Requirement</u>	<u>Evaluation</u>
E.3.1 Development Intensity			
E.3.1.01	Standard	Business and Professional office (inclusive of medical and dental office) shall not exceed one half of the base FAR or public benefit bonus FAR, whichever is applicable.	<i>Complies: Downtown zone allows for 2.0 FAR and a maximum of 1.0 FAR for professional office. Site area is 6,936 and professional office use is 6,610 SF per A1.3.</i>
E.3.1.02	Standard	Medical and Dental office shall not exceed one third of the base FAR or public benefit bonus FAR, whichever is applicable.	<i>Complies: No Medical or Dental proposed.</i>
E.3.2 Height			
E.3.2.01	Standard	Roof-mounted mechanical equipment, solar panels, and similar equipment may exceed the maximum building height, but shall be screened from view from publicly-accessible spaces.	<i>Complies: Per Sightline sections A0.3 and Roof Plan A2.2, residential rooftop equipment will be screened from view based on their placement on the roof and parapets blocking sight lines. Commercial serving mechanical equipment shown on roof plan at elevator penthouses shall be set in wells as suggested by sheet A2.2 and Section A on sheet A3.3. Equipment height will not/or minimally exceed elevator parapet height so not seen from street or adjacent parking lot. Details shall be provided on construction documents prior to or at time of building permit submittal verifying height of mechanical equipment.</i>
E.3.2.02	Standard	Vertical building projections such as parapets and balcony railings may extend up to 4 feet beyond the maximum façade height or the maximum building height, and shall be integrated into the design of the building.	<i>Complies: Building parapets project less than 4 feet above the maximum building height. Per Sections and Elevations, parapets shown at 39'-0" (40'-0" at elevator), maximum building height is 38'-0".</i>
E.3.2.03	Standard	Rooftop elements that may need to exceed the maximum building height due to their function, such as stair and elevator towers, shall not exceed 14 feet beyond the maximum building height. Such rooftop elements shall be integrated into the design of the building.	<i>Complies: Stair accessing roof at third floor on Menlo Avenue extends about 6 feet into the building profile at the maximum 30 foot façade height, but is well integrated into the design of the building. The elevator shaft extends beyond the maximum building height by about 2 feet, and is well integrated into the overall design.</i>
E.3.3 Setbacks and Projections within Setbacks			
E.3.3.01	Standard	Front setback areas shall be developed with sidewalks, plazas, and/or landscaping as appropriate.	<i>Complies: Street facing setbacks are zero feet except where limited setbacks are permitted for lobby entry and outdoor seating, etc. There is a public sidewalk in front of the building along Menlo Avenue and new street trees proposed along the Evelyn Street sidewalk. Additionally, landscape planters are inset at building wall, and seating is built into recess at wall as shown on A4.1 and L1.0.</i>
E.3.3.02	Standard	Parking shall not be permitted in front setback areas.	<i>Complies: Parking is inside the building and outside of the setback as there is no setback.</i>

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E.3.3.03	Standard	In areas where no or a minimal setback is required, limited setback for store or lobby entry recesses shall not exceed a maximum of 4-foot depth and a maximum of 6-foot width.	<i>Complies: Project uses major and minor building modulations to create entries. Raised planters continue the edge of the building in areas where recesses have been created for pedestrian interest.</i>
E.3.3.04	Standard	In areas where no or a minimal setback is required, building projections, such as balconies, bay windows and dormer windows, shall not project beyond a maximum of 3 feet from the building face into the sidewalk clear walking zone, public right-of-way or public spaces, provided they have a minimum 8-foot vertical clearance above the sidewalk clear walking zone, public right-of-way or public space.	<i>Complies: The perimeter window frame projects 12" into the street setbacks and is above 8 feet.</i>
E.3.3.05	Standard	In areas where setbacks are required, building projections, such as balconies, bay windows and dormer windows, at or above the second habitable floor shall not project beyond a maximum of 5 feet from the building face into the setback area.	<i>Not Applicable: Project is in zero setback zone.</i>
E.3.3.06	Standard	The total area of all building projections shall not exceed 35% of the primary building façade area. Primary building façade is the façade built at the property or setback line.	<i>Complies: The window frame projection does not include glazing or interior space as shown on A3.4. The combined area of the window frame projections have been calculated on A3.4 as about 4 percent of the primary façade.</i>
E.3.3.07	Standard	Architectural projections like canopies, awnings and signage shall not project beyond a maximum of 6 feet horizontally from the building face at the property line or at the minimum setback line. There shall be a minimum of 8-foot vertical clearance above the sidewalk, public right-of-way or public space.	<i>Complies: The entry canopy extends approximately 18 to 24 inches out from property line and is 8 feet above the sidewalk as shown on the West Elevation, sheet A3.2.</i>
E.3.3.08	Standard	No development activities may take place within the San Francisquito Creek bed, below the creek bank, or in the riparian corridor.	<i>Not Applicable: Project is not in proximity to the San Francisquito Creek.</i>
E.3.4 Massing and Modulation			
E.3.4.1 Building Breaks			
E.3.4.1.01	Standard	The total of all building breaks shall not exceed 25 percent of the primary façade plane in a development.	<i>Not Applicable: According to table E3, building break is prohibited in downtown zoning district.</i>
E.3.4.1.02	Standard	Building breaks shall be located at ground level and extend the entire building height.	<i>Not Applicable: According to table E3, building break is prohibited in downtown zoning district.</i>
E.3.4.1.03	Standard	In all districts except the ECR-SE zoning district, recesses that function as building breaks shall have minimum dimensions of 20 feet in width and depth and a maximum dimension of 50 feet in width. For the ECR-SE zoning district, recesses that function as building breaks shall have a minimum dimension of 60 feet in width and 40 feet in depth.	<i>Not Applicable: According to table E3, building break is prohibited in downtown zoning district.</i>

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E.3.4.1.04	Standard	Building breaks shall be accompanied with a major change in fenestration pattern, material and color to have a distinct treatment for each volume.	<i>Not Applicable: According to table E3, building break is prohibited in downtown zoning district.</i>
E.3.4.1.05	Standard	In all districts except the ECR-SE zoning district, building breaks shall be required as shown in Table E3.	<i>Not Applicable: According to table E3, building break is prohibited in downtown zoning district.</i>
E.3.4.1.06	Standard	In the ECR-SE zoning district, and consistent with Table E4 the building breaks shall: <ul style="list-style-type: none"> • Comply with Figure E9; • Be a minimum of 60 feet in width, except where noted on Figure E9; • Be a minimum of 120 feet in width at Middle Avenue; • Align with intersecting streets, except for the area between Roble Avenue and Middle Avenue; • Be provided at least every 350 feet in the area between Roble Avenue and Middle Avenue; where properties under different ownership coincide with this measurement, the standard side setbacks (10 to 25 feet) shall be applied, resulting in an effective break of between 20 to 50 feet. • Extend through the entire building height and depth at Live Oak Avenue, Roble Avenue, Middle Avenue, Partridge Avenue and Harvard Avenue; and • Include two publicly-accessible building breaks at Middle Avenue and Roble Avenue. 	<i>Not Applicable: Project is in the (D) district.</i>
E.3.4.1.07	Standard	In the ECR-SE zoning district, the Middle Avenue break shall include vehicular access; publicly-accessible open space with seating, landscaping and shade; retail and restaurant uses activating the open space; and a pedestrian/bicycle connection to Alma Street and Burgess Park. The Roble Avenue break shall include publicly-accessible open space with seating, landscaping and shade.	<i>Not Applicable: Project is in the (D) district.</i>
E.3.4.1.08	Guideline	In the ECR-SE zoning district, the breaks at Live Oak, Roble, Middle, Partridge and Harvard Avenues may provide vehicular access.	<i>Not Applicable: Project is in the (D) district.</i>

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E.3.4.2 Façade Modulation and Treatment			
E.3.4.2.01	Standard	Building façades facing public rights-of-way or public open spaces shall not exceed 50 feet in length without a minor building façade modulation. At a minimum of every 50' façade length, the minor vertical façade modulation shall be a minimum 2 feet deep by 5 feet wide recess or a minimum 2-foot setback of the building plane from the primary building façade.	<i>Complies: Minor vertical façade modulations have been incorporated as follows (see A3.4 and A3.5 for diagrams): Menlo Ave – the building is 60 feet wide and at 40.5' there is a minor modulation 6.5' deep x 9'10" wide extending full height adjacent to the stair. Evelyn – the building is 115.5 feet long and at 33'7" there is a minor modulation 6' deep x 8'11" wide. It is deeper above the ground floor Parking Plaza 4 – the building is 53.25 feet long and at 43.5' there is a minor modulation 2' deep x 10' wide.</i>
E.3.4.2.02	Standard	Building façades facing public rights-of-way or public open spaces shall not exceed 100 feet in length without a major building modulation. At a minimum of every 100 feet of façade length, a major vertical façade modulation shall be a minimum of 6 feet deep by 20 feet wide recess or a minimum of 6 feet setback of building plane from primary building façade for the full height of the building. This standard applies to all districts except ECR NE-L and ECR SW since those two districts are required to provide a building break at every 100 feet.	<i>Complies: Since the site is 60' wide on two public frontages, there is no requirement for a major building modulation on Menlo Ave or on the parking lot sides. Along Evelyn, the building is 115.5 feet long and at 90' there is a major building modulation 24' wide x 6' deep extending full height of the building (see A3.4).</i>
E.3.4.2.03	Standard	In addition, the major building façade modulation shall be accompanied with a 4-foot minimum height modulation and a major change in fenestration pattern, material and/or color.	<i>Complies: At the major façade modulation described above the building height steps up 4 feet above the primary façade's height along Evelyn Street at the stair and second floor lobby at the elevator. The wall material and color at the stair are varied from the adjacent façade to the left, and the fenestration pattern varies from the adjacent façade to the left as seen on Evelyn Street as the window frame with tall zones of glazing are discontinued at the major modulation. See Perspective 1, sheet A4.1.</i>
E.3.4.2.04	Guideline	Minor façade modulation may be accompanied with a change in fenestration pattern, and/or material, and/or color, and/or height.	<i>Complies: Materials change from brick and glass to brick and stucco at minor façade modulations on the Menlo Avenue and Evelyn Street sides. On the parking lot side glass and stucco are used at the primary façade and the recessed modulation is brick.</i>
E.3.4.2.05	Guideline	Buildings should consider sun shading mechanisms, like overhangs, <i>bris soleils</i> and clerestory lighting, as façade articulation strategies.	<i>Complies: 12-inch deep recessed window fins/frames help shade the second floor office windows. At the third floor canopies projecting out from the residential windows at least 4 feet accomplish the same purpose.</i>
E.3.4.3 Building Profile			
E.3.4.3.01	Standard	The 45-degree building profile shall be set at the minimum setback line to allow for flexibility and variation in building façade height within a district.	<i>Complies: Building is within the 45 degree building profile except for allowed projections such as parapets. See sections A3.3.</i>

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E.3.4.3.02	Standard	Horizontal building and architectural projections, like balconies, bay windows, dormer windows, canopies, awnings, and signage, beyond the 45-degree building profile shall comply with the standards for Building Setbacks & Projection within Setbacks (E.3.3.04 to E.3.3.07) and shall be integrated into the design of the building.	<i>Complies: The third floor canopies project about 12" into the profile line along the street sides, and the terrace roof at the parking lot side extends about 4 feet horizontally into the building profile line, while meeting E.3.3.04 and E.3.3.07 (projections into the building profile line do not extend beyond the property line). The projections relate to the architectural lines and detailing used elsewhere and appear visually integrated with the building design.</i>
E.3.4.3.03	Standard	Vertical building projections like parapets and balcony railings shall not extend 4 feet beyond the 45-degree building profile and shall be integrated into the design of the building.	<i>Complies: The parapets extend less than 4 feet into the building profile line. Dimensions are provided on A3.3 with maximum height of 3 feet above the building profile.</i>
E.3.4.3.04	Standard	Rooftop elements that may need to extend beyond the 45-degree building profile due to their function, such as stair and elevator towers, shall be integrated into the design of the building.	<i>Complies: The stair towers facing Menlo Avenue and the parking lot extend into the building profile line but are well integrated into the design and relate in material to the adjacent building. Due to sloping roof the stair does not extend into the Evelyn building profile. The stair tower and elevator tower beyond, however, extend above the building profile line on the parking lot side as seen on Evelyn Street Elevation, A3.1, and West Elevation, A3.2. The change in material to dark colored metal above the 3rd floor guardrail height complements the related materials on the third level and the form and material would be integrated with the third floor's terrace roof facing the parking lot (see Perspective 1, A4.1 and the West Elevation, A3.2).</i>
E.3.4.4 Upper Story Façade Length			
E.3.4.4.01	Standard	Building stories above the 38-foot façade height shall have a maximum allowable façade length of 175 feet along a public right-of-way or public open space.	<i>Not applicable: Project does not have building stories above 38'-0".</i>
E.3.5 Ground Floor Treatment, Entry and Commercial Frontage			
Ground Floor Treatment			
E.3.5.01	Standard	The retail or commercial ground floor shall be a minimum 15-foot floor-to-floor height to allow natural light into the space.	<i>Not Applicable: The design proposes the ground floor as a parking garage with no commercial office or retail space except entries.</i>
E.3.5.02	Standard	Ground floor commercial buildings shall have a minimum of 50% transparency (i.e., clear-glass windows) for retail uses, office uses and lobbies to enhance the visual experience from the sidewalk and street. Heavily tinted or mirrored glass shall not be permitted.	<i>Complies: This standard only applies to entrance lobbies used for primary access to upper floor commercial uses, which would be at the northeast building corner. A3.4 and A3.5 show glazing calculations with greater than 50 percent transparency. Proposed glazing is Solarban 70XL clear glass insulating unit, or equivalent.</i>

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E.3.5.03	Guideline	Buildings should orient ground-floor retail uses, entries and direct-access residential units to the street.	<i>Not Applicable: The project does not include ground floor retail uses or direct-access residential units because there is a ground level parking garage on the property. The office and residential lobby entrance to the building is directed towards Evelyn and the downtown activity.</i>
E.3.5.04	Guideline	Buildings should activate the street by providing visually interesting and active uses, such as retail and personal service uses, in ground floors that face the street. If office and residential uses are provided, they should be enhanced with landscaping and interesting building design and materials.	<p><i>Complies: Per the applicant's statement retail on the ground floor is not possible, but it is possible to provide some visual interest through the use of building recesses that are not unlike retail windows and landscape lighting (in grade up lights) that highlight the minor modulations (see E1.1 and E1.2). The building recesses are never longer than 20 feet and they are filled with decorative brick patterns that allow light and air into the garage. Frameless glass on the ground floor and stair case lobby and third floor terraces are intended to activate the street.</i></p> <p><i>The use of brick, brick lattice, benches, landscaping (see L1-1.0), and lobby glazing provide some activation of the street and are carefully composed to limit the visual sense of the parking use behind the walls at the first level. The façade design which limits the brick base to only 8'-6" and uses the proportionally taller second floor façade (about 20 feet including the third floor glazed balcony railings also helps activate the street experience. Exterior lighting (up lights and wall mounted lights) wash wall with light and therefore should help animate the façade.</i></p>
E.3.5.05	Guideline	For buildings where ground floor retail, commercial or residential uses are not desired or viable, other project-related uses, such as a community room, fitness center, daycare facility or sales center, should be located at the ground floor to activate the street.	<i>Complies: The main building lobby is oriented toward Evelyn Street and visible from the public street and parking plaza. Benches and landscaping are incorporated into the ground floor wall to activate the street.</i>
E.3.5.06	Guideline	Blank walls at ground floor are discouraged and should be minimized. When unavoidable, continuous lengths of blank wall at the street should use other appropriate measures such as landscaping or artistic intervention, such as murals.	<i>Complies: Blank walls are mitigated with interesting brick material patterns/latticework along with integral building planters and benches, landscape treatments such as planters and ivy and lighting.</i>
E.3.5.07	Guideline	Residential units located at ground level should have their floors elevated a minimum of 2 feet to a maximum of 4 feet above the finished grade sidewalk for better transition and privacy, provided that accessibility codes are met.	<i>Not applicable. No residential units at ground level.</i>

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E.3.5.08	Guideline	Architectural projections like canopies and awnings should be integrated with the ground floor and overall building design to break up building mass, to add visual interest to the building and provide shelter and shade.	<i>Complies: The main building lobby has a deep canopy to help define the entry and provide weather protection. Canopies also appear at the residential level and the tall metal vertical fins which are set in a frame at the second level would be an architectural projections that effectively breaks up building mass, adds visual interest and provides shade to the second floor façade.</i>
Building Entries			
E.3.5.09	Standard	Building entries shall be oriented to a public street or other public space. For larger residential buildings with shared entries, the main entry shall be through prominent entry lobbies or central courtyards facing the street. From the street, these entries and courtyards provide additional visual interest, orientation and a sense of invitation.	<i>Complies: Building entry is oriented toward the street and visible from the parking plaza and uses glazing, recessed paved area and an overhead canopy to provide a sense of invitation.</i>
E.3.5.10	Guideline	Entries should be prominent and visually distinctive from the rest of the façade with creative use of scale, materials, glazing, projecting or recessed forms, architectural details, color, and/or awnings.	<i>Complies: Building recess, door canopy, corner glazing, planter and feature stair define the entry. The material at the building corner also varies from adjacent surfaces as seen on the Evelyn Street side.</i>
E.3.5.11	Guideline	Multiple entries at street level are encouraged where appropriate.	<i>Complies: One can access the building's garage at all street frontages. Stairs to access the building are located on Menlo Avenue and Evelyn Street.</i>
E.3.5.12	Guideline	Ground floor residential units are encouraged to have their entrance from the street.	<i>Not applicable: Project does not have any ground floor residential units.</i>
E.3.5.13	Guideline	Stoops and entry steps from the street are encouraged for individual unit entries when compliant with applicable accessibility codes. Stoops associated with landscaping create inviting, usable and visually attractive transitions from private spaces to the street.	<i>Not applicable: Project does not have any ground floor residential units.</i>
E.3.5.14	Guideline	Building entries are allowed to be recessed from the primary building façade.	<i>Complies: Building entry is recessed from the primary façade.</i>
Commercial Frontage			
E.3.5.15	Standard	Commercial windows/storefronts shall be recessed from the primary building façade a minimum of 6 inches	<i>Complies: Commercial glazing is limited to the lobby, which is shown recessed on the first floor plan from the adjacent walls. The commercial glazing recess from adjacent walls at the lobby/stair appears to be greater than 6 inches, but a dimension is not shown. This would need to be verified with building permit plans.</i>
E.3.5.16	Standard	Retail frontage, whether ground floor or upper floor, shall have a minimum 50% of the façade area transparent with clear vision glass, not heavily tinted or highly mirrored glass.	<i>Not Applicable: There is no retail use proposed.</i>
E.3.5.17	Guideline	Storefront design should be consistent with the building's overall design and contribute to establishing a well-defined ground floor for the façade along streets.	<i>Not Applicable: No retail proposed. The building ground floor takes its disposition from the brick façade of the market next door and integrates with it.</i>

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E.3.5.18	Guideline	The distinction between individual storefronts, entire building façades and adjacent properties should be maintained.	<i>Not Applicable: No retail proposed. Building façade is uniquely distinguished.</i>
E.3.5.19	Guideline	Storefront elements such as windows, entrances and signage should provide clarity and lend interest to the façade.	<i>Not Applicable: No retail proposed. Feature brick pattern creates rhythm of interest along the façade.</i>
E.3.5.20	Guideline	Individual storefronts should have clearly defined bays. These bays should be no greater than 20 feet in length. Architectural elements, such as piers, recesses and projections help articulate bays.	<i>Not Applicable: No retail proposed. The bays of brick recesses are less than 20 feet for this reason.</i>
E.3.5.21	Guideline	All individual retail uses should have direct access from the public sidewalk. For larger retail tenants, entries should occur at lengths at a maximum at every 50 feet, consistent with the typical lot size in downtown.	<i>Not Applicable: No retail proposed. The main building entry is accessed directly from the public sidewalk.</i>
E.3.5.22	Guideline	Recessed doorways for retail uses should be a minimum of two feet in depth. Recessed doorways provide cover or shade, help identify the location of store entrances, provide a clear area for out-swinging doors and offer the opportunity for interesting paving patterns, signage and displays.	<i>Not Applicable: No retail proposed.</i>
E.3.5.23	Guideline	Storefronts should remain un-shuttered at night and provide clear views of interior spaces lit from within. If storefronts must be shuttered for security reasons, the shutters should be located on the inside of the store windows and allow for maximum visibility of the interior.	<i>Not Applicable: No retail proposed.</i>
E.3.5.24	Guideline	Storefronts should not be completely obscured with display cases that prevent customers and pedestrians from seeing inside.	<i>Not Applicable: No retail proposed.</i>
E.3.5.25	Guideline	Signage should not be attached to storefront windows.	<i>Not Applicable: No retail proposed.</i>
E.3.6 Open Space			
E.3.6.01	Standard	Residential developments or Mixed Use developments with residential use shall have a minimum of 100 square feet of open space per unit created as common open space or a minimum of 80 square feet of open space per unit created as private open space, where private open space shall have a minimum dimension of 6 feet by 6 feet. In case of a mix of private and common open space, such common open space shall be provided at a ratio equal to 1.25 square feet for each one square foot of private open space that is not provided.	<i>Complies: The residential units on the third floor have private open space ranging from 187 SF to 411 SF. The minimum dimension is 6 feet.</i>
E.3.6.02	Standard	Residential open space (whether in common or private areas) and accessible open space above parking podiums up to 16 feet high shall count towards the minimum open space requirement for the development.	<i>Not Applicable: Office use is located above the parking garage.</i>

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E.3.6.03	Guideline	Private and/or common open spaces are encouraged in all developments as part of building modulation and articulation to enhance building façade.	<i>Complies: Open space helps set the third floor units back from the noisy street also reducing the height of the building facade.</i>
E.3.6.04	Guideline	Private development should provide accessible and usable common open space for building occupants and/or the general public.	<i>Residential: Complies: There is common open space at the third floor that is open to the air and is 662 SF. General Public: Complies: At the ground floor main building lobby there is a recessed area for general public with seat walls surrounding the planters. Office: Open space not provided, but operable windows will be provided.</i>
E.3.6.05	Guideline	For residential developments, private open space should be designed as an extension of the indoor living area, providing an area that is usable and has some degree of privacy.	<i>Complies: Living spaces flow onto the terraces.</i>
E.3.6.06	Guideline	Landscaping in setback areas should define and enhance pedestrian and open space areas. It should provide visual interest to streets and sidewalks, particularly where building façades are long.	<i>Complies: Landscape planters are raised to help reinforce the zero setback of the building façade. The raised planter also provides places to sit along the public sidewalk.</i>
E.3.6.07	Guideline	Landscaping of private open spaces should be attractive, durable and drought-resistant.	<i>Complies: There will be small planters and potted plants on common terrace at the third floor.</i>
E.3.7 Parking, Service and Utilities			
General Parking and Service Access			
E.3.7.01	Guideline	The location, number and width of parking and service entrances should be limited to minimize breaks in building design, sidewalk curb cuts and potential conflicts with streetscape elements.	<i>Complies: There is one access aisle into the parking garage. The utility rooms and fire rooms are inside the garage to reduce the impact of these types of spaces on the street.</i>
E.3.7.02	Guideline	In order to minimize curb cuts, shared entrances for both retail and residential use are encouraged. In shared entrance conditions, secure access for residential parking should be provided.	<i>Complies: One driveway entrance to the parking garage is utilized. Residential and commercial occupants are not separated within the garage, however, it is a small garage. Gate will be provided at the garage entrance and will be open between the hours of 7:00 a.m. and 7:00 p.m.</i>
E.3.7.03	Guideline	When feasible, service access and loading docks should be located on secondary streets or alleys and to the rear of the building.	<i>Complies: The waste and recycling enclosure is inside the parking garage, covered and out of site. Access will be at the street/curbside.</i>
E.3.7.04	Guideline	The size and pattern of loading dock entrances and doors should be integrated with the overall building design.	<i>Not applicable: Project does not have any loading docks.</i>
E.3.7.05	Guideline	Loading docks should be screened from public ways and adjacent properties to the greatest extent possible. In particular, buildings that directly adjoin residential properties should limit the potential for loading-related impacts, such as noise. Where possible, loading docks should be internal to the building envelope and equipped with closable doors. For all locations, loading areas should be kept clean.	<i>Not applicable: Project does not have any loading docks.</i>

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E.3.7.06	Guideline	Surface parking should be visually attractive, address security and safety concerns, retain existing mature trees and incorporate canopy trees for shade. See Section D.5 for more complete guidelines regarding landscaping in parking areas.	<i>Not Applicable: All parking is inside the building's parking garage.</i>
Utilities			
E.3.7.07	Guideline	All utilities in conjunction with new residential and commercial development should be placed underground.	<i>Complies: All utilities in conjunction with the project will be placed underground.</i>
E.3.7.08	Guideline	Above ground meters, boxes and other utility equipment should be screened from public view through use of landscaping or by integrating into the overall building design.	<i>Complies: Per C3.0 the transformer is shown underground (under the sidewalk), gas meter adjacent to the bicycle storage where there is small planter, and the back flow preventer in utility room within the garage.</i>
Parking Garages			
E.3.7.09	Standard	To promote the use of bicycles, secure bicycle parking shall be provided at the street level of public parking garages. Bicycle parking is also discussed in more detail in Section F.5 "Bicycle Storage Standards and Guidelines."	<i>Complies: Secure, accessible bicycle parking is provide for in the garage.</i>
E.3.7.10	Guideline	Parking garages on downtown parking plazas should avoid monolithic massing by employing change in façade rhythm, materials and/or color.	<i>Not Applicable: Project does not include a parking garage on a public parking plaza.</i>
E.3.7.11	Guideline	To minimize or eliminate their visibility and impact from the street and other significant public spaces, parking garages should be underground, wrapped by other uses (i.e. parking podium within a development) and/or screened from view through architectural and/or landscape treatment.	<i>Complies: Brick materials, featured brick patterns, raised planters and building recesses serve to integrate the garage into the streetscape.</i>
E.3.7.12	Guideline	Whether free-standing or incorporated into overall building design, garage façades should be designed with a modulated system of vertical openings and pilasters, with design attention to an overall building façade that fits comfortably and compatibly into the pattern, articulation, scale and massing of surrounding building character.	<i>Complies: Garage is integrated into the design of the building.</i>
E.3.7.13	Guideline	Shared parking is encouraged where feasible to minimize space needs, and it is effectively codified through the plan's off-street parking standards and allowance for shared parking studies.	<i>Complies: Parking is shared between the office and residential uses.</i>
E.3.7.14	Guideline	A parking garage roof should be approached as a usable surface and an opportunity for sustainable strategies, such as installment of a green roof, solar panels or other measures that minimize the heat island effect.	<i>Not Applicable: The second floor office use is located above the garage.</i>
E.3.8 Sustainable Practices			
Overall Standards			
E.3.8.01	Standard	Unless the Specific Plan area is explicitly exempted, all citywide sustainability codes or requirements shall apply.	<i>Tentatively Complies: Acknowledged by project architect.</i>

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: 840 Menlo Avenue - Compliance Worksheet

Overall Guidelines			
E.3.8.02	Guideline	Because green building standards are constantly evolving, the requirements in this section should be reviewed and updated on a regular basis of at least every two years.	<i>Not Applicable: This guideline applies to the City in its review of the Specific Plan.</i>

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: 840 Menlo Avenue - Compliance Worksheet

Leadership in Energy and Environmental Design (LEED) Standards			
E.3.8.03	Standard	<p>Development shall achieve LEED certification, at Silver level or higher, or a LEED Silver equivalent standard for the project types listed below. For LEED certification, the applicable standards include LEED New Construction; LEED Core and Shell; LEED New Homes; LEED Schools; and LEED Commercial Interiors. Attainment shall be achieved through LEED certification or through a City-approved outside auditor for those projects pursuing a LEED equivalent standard. The requirements, process and applicable fees for an outside auditor program shall be established by the City and shall be reviewed and updated on a regular basis. LEED certification or equivalent standard, at a Silver level or higher, shall be required for:</p> <ul style="list-style-type: none"> • Newly constructed residential buildings of Group R (single-family, duplex and multi-family); • Newly constructed commercial buildings of Group B (occupancies including among others office, professional and service type transactions) and Group M (occupancies including among others display or sale of merchandise such as department stores, retail stores, wholesale stores, markets and sales rooms) that are 5,000 gross square feet or more; • New first-time build-outs of commercial interiors that are 20,000 gross square feet or more in buildings of Group B and M occupancies; and • Major alterations that are 20,000 gross square feet or more in existing buildings of Group B, M and R occupancies, where interior finishes are removed and significant upgrades to structural and mechanical, electrical and/or plumbing systems are proposed. <p>All residential and/or mixed use developments of sufficient size to require LEED certification or equivalent standard under the Specific Plan shall install one dedicated electric vehicle/plug-in hybrid electric vehicle recharging station for every 20 residential parking spaces provided. Per the Climate Action Plan the complying applicant could receive incentives, such as streamlined permit processing, fee discounts, or design templates.</p>	<p><i>Tentatively Complies: Per project Architect: Building will comply with city's green building program. The commercial portion will comply with LEED Silver New Construction for the commercial portion and LEED New Homes for the residential portion.</i></p> <p><i>Note: The LEED core and shell checklist on plan A1.1 indicates 88 or 110 possible points (platinum).</i></p> <p><i>Information should be provided prior to or at time of building permit submittal or as otherwise required demonstrating this Standard is being met.</i></p> <p><i>Two electric vehicle charging stations will be provided and has been shown on the first floor plan, A2.1, between parking spaces 3 and 4 and at the accessible space.</i></p>

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: 840 Menlo Avenue - Compliance Worksheet

Leadership in Energy and Environmental Design (LEED) Guidelines			
E.3.8.04	Guideline	<p>The development of larger projects allows for more comprehensive sustainability planning and design, such as efficiency in water use, stormwater management, renewable energy sources and carbon reduction features. A larger development project is defined as one with two or more buildings on a lot one acre or larger in size. Such development projects should have sustainability requirements and GHG reduction targets that address neighborhood planning, in addition to the sustainability requirements for individual buildings (See Standard E.3.8.03 above). These should include being certified or equivalently verified at a LEED-ND (neighborhood development), Silver level or higher, and mandating a phased reduction of GHG emissions over a period of time as prescribed in the 2030 Challenge.</p> <p>The sustainable guidelines listed below are also relevant to the project area. They relate to but do not replace LEED certification or equivalent standard rating requirements.</p>	<p><i>Not applicable: Project site is less than one acre and is not considered a larger project.</i></p>
Building Design Guidelines			
E.3.8.05	Guideline	Buildings should incorporate narrow floor plates to allow natural light deeper into the interior.	<p><i>Complies: Windows will be provided on three sides of the building in a quantity to allow for abundant daylighting of the interior.</i></p>
E.3.8.06	Guideline	Buildings should reduce use of daytime artificial lighting through design elements, such as bigger wall openings, light shelves, clerestory lighting, skylights, and translucent wall materials.	<p><i>Complies: See above. Additionally, residential units have skylights for interior spaces.</i></p>
E.3.8.07	Guideline	Buildings should allow for flexibility to regulate the amount of direct sunlight into the interiors. Louvered wall openings or shading devices like <i>bris soleils</i> help control solar gain and check overheating. <i>Bris soleils</i> , which are permanent sun-shading elements, extend from the sun-facing façade of a building, in the form of horizontal or vertical projections depending on sun orientation, to cut out the sun's direct rays, help protect windows from excessive solar light and heat and reduce glare within.	<p><i>Complies: Bris soleils at office facades and horizontal canopies and deep window recesses at residential facades provide ample sun shading of the interior. Operable windows at residential units and office use allow for cross ventilation.</i></p>
E.3.8.08	Guideline	Where appropriate, buildings should incorporate arcades, trellis and appropriate tree planting to screen and mitigate south and west sun exposure during summer. This guideline would not apply to downtown, the station area and the west side of El Camino Real where buildings have a narrower setback and street trees provide shade.	<p><i>Not Applicable: This project is located downtown.</i></p>

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: 840 Menlo Avenue - Compliance Worksheet

E.3.8.09	Guideline	Operable windows are encouraged in new buildings for natural ventilation.	<i>Residential Complies: All residential windows shall be operable. Office Complies: The second floor plan on sheet A2.1 indicates large casement operable windows at the recesses of the building modulations (4 windows total).</i>
E.3.8.10	Guideline	To maximize use of solar energy, buildings should consider integrating photovoltaic panels on roofs.	<i>Complies: The roof plan shows solar ready areas, but not solar panels. The project architect has indicated the roof has designated places for solar panels but building owner will determine if solar will be installed.</i>
E.3.8.11	Guideline	Inclusion of recycling centers in kitchen facilities of commercial and residential buildings shall be encouraged. The minimum size of recycling centers in commercial buildings should be 20 cubic feet (48 inches wide x 30 inches deep x 24 inches high) to provide for garbage and recyclable materials.	<i>Complies: Recycling and compost will be provided in the building's trash and recycling enclosure in the garage.</i>
Stormwater and Wastewater Management Guidelines			
E.3.8.12	Guideline	Buildings should incorporate intensive or extensive green roofs in their design. Green roofs harvest rainwater that can be recycled for plant irrigation or for some domestic uses. Green roofs are also effective in cutting-back on the cooling load of the air-conditioning system of the building and reducing the heat island effect from the roof surface.	<i>Partially Complies: Rooftop planters are shown and will intercept rainwater and provide filtering.</i>
E.3.8.13	Guideline	Projects should use porous material on driveways and parking lots to minimize stormwater run-off from paved surfaces.	<i>Not Applicable: Uncovered driveway or parking lot not proposed.</i>
Landscaping Guidelines			
E.3.8.14	Guideline	Planting plans should support passive heating and cooling of buildings and outdoor spaces.	<i>Complies: Street trees and vines are shown at building walls to provide shading to facades. At the upper level a podocarpus screen is proposed at the linear planter that may shade the south building wall of the residential units.</i>
E.3.8.15	Guideline	Regional native and drought resistant plant species are encouraged as planting material.	<i>Complies: Planting choices are water conservation sensitive.</i>
E.3.8.16	Guideline	Provision of efficient irrigation system is recommended, consistent with the City's Municipal Code Chapter 12.44 "Water-Efficient Landscaping".	<i>Tentatively Complies: Per note on landscape plan and condition of approval.</i>
Lighting Standards			
E.3.8.17	Standard	Exterior lighting fixtures shall use fixtures with low cut-off angles, appropriately positioned, to minimize glare into dwelling units and light pollution into the night sky.	<i>Complies: Exterior Lighting fixtures specified on plan E1.1. Fixtures have low-cut off angles and fixtures have a modern design character matching the building.</i>

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: 840 Menlo Avenue - Compliance Worksheet

E.3.8.18	Standard	Lighting in parking garages shall be screened and controlled so as not to disturb surrounding properties, but shall ensure adequate public security.	<i>Complies: Recessed wall washers provided at brick wall at sides of garage entry. Interior lighting generally screened with solid brick walls with some areas of brick lattice. Parking garage lighting shown E1.1 ceiling mounted strip lighting. The garage entrance would have a gate.</i>
Lighting Guidelines			
E.3.8.19	Guideline	Energy-efficient and color-balanced outdoor lighting, at the lowest lighting levels possible, are encouraged to provide for safe pedestrian and auto circulation.	<i>Complies: See E1.1. Also see A3.1 and A3.2 for locations on all three sides where borrowed light will be provide from garage through brick latticework and from glazing at lobby and stair.</i>
E.3.8.20	Guideline	Improvements should use ENERGY STAR-qualified fixtures to reduce a building's energy consumption.	<i>Tentatively Complies: Acknowledged by project architect.</i>
E.3.8.21	Guideline	Installation of high-efficiency lighting systems with advanced lighting control, including motion sensors tied to dimmable lighting controls or lighting controlled by timers set to turn off at the earliest practicable hour, are recommended.	<i>Tentatively Complies: Acknowledged by project architect. Information will be provided with lighting plans prior to or at time of building permit submittal.</i>
Green Building Material Guidelines			
E.3.8.22	Guideline	The reuse and recycle of construction and demolition materials is recommended. The use of demolition materials as a base course for a parking lot keeps materials out of landfills and reduces costs.	<i>Not Applicable: No building demolition and no parking lot proposed.</i>
E.3.8.23	Guideline	The use of products with identifiable recycled content, including post-industrial content with a preference for post-consumer content, are encouraged.	<i>Tentatively Complies: Acknowledged by project architect. Information will be provided prior to or at time of building permit submittal on list of building products with recycled content use in project.</i>
E.3.8.24	Guideline	Building materials, components, and systems found locally or regionally should be used, thereby saving energy and resources in transportation.	<i>Tentatively Complies: Acknowledged by project architect. Information will be provided prior to or at time of building permit submittal.</i>
E.3.8.25	Guideline	A design with adequate space to facilitate recycling collection and to incorporate a solid waste management program, preventing waste generation, is recommended.	<i>Complies: Enclosure provided on site within garage.</i>
E.3.8.26	Guideline	The use of material from renewable sources is encouraged.	<i>Tentatively Complies: Acknowledged by project architect.</i>



Michael L. Bench
Consulting Arborist
ISA - WE -1897A

ATTACHMENT G

**ARBORIST REPORT FOR
PROPERTY OF MR. CHARLES TROGLIO
PROJECT LOCATION:
840 MENLO AVENUE
MENLO PARK, CALIFORNIA**

**PREPARED AT THE REQUEST OF
Mr. CHARLES TROGLIO
1940 KAY DRIVE
LOS ALTOS, CALIFORNIA**

**PREPARED BY
MICHAEL L. BENCH
CONSULTING ARBORIST
SITE OBSERVATIONS:
MARCH 27, 2017
Report Revised: December 14, 2017**



Michael L. Bench
Consulting Arborist
(831) 594-5151

7327 Langley Canyon Road
Prunedale, California 93907

**A Revised Arborist Report
Concerning the Existing Trees
840 Menlo Avenue
Menlo Park, California**

Assignment

I was asked by Mr. Charles Troglia to prepare an updated Arborist Report for the existing trees located at 840 Menlo Avenue, Menlo Park, California. I was asked to include a Tree Protection Plan for the protection of those trees that would be preserved. I have revised this report on December 14, 2017.

I prepared an Arborist Report, dated November 20, 2013, concerning the same existing trees at this site. All of the trees reported at that time still exist.

The plan provide for this report was the Site Plan, A1.2, prepared by Hayes Group Architects, Redwood City, California. In preparation for this revised report, I have reviewed: (1) the First Floor Landscape Plan, L-1.0, dated 12-8-16; (2) the Grading and Drainage Plan, C2.0, dated 4-4-17; and (3) the Utility Plan, C3.0, dated 4-4-17.

For this revised report, I have reviewed the Plan, titled the Vesting Tentative Map EX. Conditions Plan and Tree Displacement, Sheet C 1.0, prepared by BKF, dated 4-04-17.

Observations

In preparation for a previous updated report, Dated September 14, 2017, I inspected the trees on March 27, 2017. There are 6 trees on this property, and there are 3 street trees in the sidewalk along Menlo Avenue, for a total of 9 trees included within the scope of this project. I have marked up the Site Plan to show the locations of these 9 total trees. I call this mark up the Tree Map, which is included in the attachments.

All of the 9 trees are London Plane Trees (*Platanus acerifolia*). It appears that all of these were planted at about the same time.

The basic data about each tree is included in the attached List of Trees, which follows this text. This data sheet provides the basic data about each tree, including the species, the trunk diameter(s), height, spread, health, structural integrity. The health and structure of each specimen is rated on a scale of 1-5: (1) Excellent, (2) Good, (3) Fair, (4) Poor, (5) Extremely Poor.

840 Menlo Avenue
Menlo Park, CA

All of the trees have grown slightly since 2013. The leaves have not fully developed at this time. By the end of April, the leaves should be fully developed. Even with this in mind, the canopies of all of the trees appear to be slightly less dense than was observed previously. Trees # 7 and # 8 show the greater density loss, in my opinion. I attribute this reduced density to the fact that the root systems of these trees have been confined to an extremely limited growing space. It is typical for trees to become less dense and more vulnerable to disease or insect infestation as they mature, where their root systems are severely confined.

Heritage Tree Status

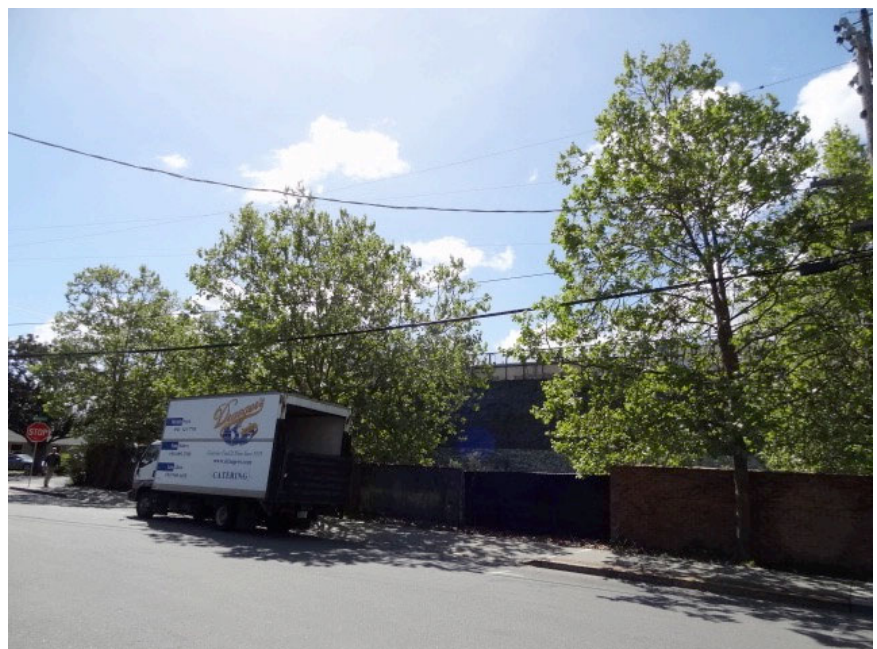
None of the 9 trees meet the trunk diameter size requirement of the City of Menlo Park code to be designated as Heritage trees.

Photos



Trees # 1, 2, 3 (Right to Left) are seen in this photo on the left. These are planned to be removed.

Trees # 4, 5, and 6 (Right to Left) are seen in this photo on the right. These are also planned to be removed.



840 Menlo Avenue
Menlo Park, CA

Trees # 7, 8, and 9 (Right to Left) are included in the following photo. These exist along Menlo Avenue and are planned to be preserved. In this photo, there are two additional trees in this photo to the left (or West) of Tree # 9, located on the adjacent property.



On the opposite side (north side) of the existing sidewalk, in which Trees # 7, 8, and 9 exist, there is an existing brick wall.

It is very unlikely that roots of these trees exist under this brick wall or past this wall.

Comments about the Proposed Plans

The most recent Plan, titled the Vesting Tentative Map EX. Conditions Plan and Tree Displacement, Sheet C 1.0, prepared by BKF, dated 4-04-17, indicates that all 9 trees would be removed, including Trees # 7, 8, and 9 along Menlo Avenue, for fire access. As such, it would not be necessary to include a Tree Protection Plan for the preservation of the existing trees with this report.

Transformer Vault Location

A new street tree is planned to be located near a Transformer Vault on Evelyn Street. If the replacement trees would be of the same species as the existing trees, London Plane Trees (*Platanus acerifolia*), this species is highly adaptable. Roots tend to mold and adapt to exiting features, often without infrastructure damage. It is now likely that roots from this species would damage a vault over the long term. In most cases they would mold around it. I recently worked with P.G. and E. concerning tree roots, which appear to be attracted to gas lines, causing damage to the protective coatings on the gas lines, but I am not aware that tree roots are attracted underground electrical lines specifically. Thus, I am not aware that roots specifically search out and damage electrical lines, nor am I aware that electrical lines damage roots either.

However, I strongly oppose the use of root barriers, especially those, which encircle the entire root balls of young trees. The root barriers, which encircle the root balls, are not effective over the long term, but they do cause roots become girdled, rendering the trees either: (1) unstable and hazardous after about 10 years, or (2) exceedingly poor in health, susceptible to disease or insect infestation. Instead of attempting to modify the natural

840 Menlo Avenue

Menlo Park, CA

growth of roots genetically predisposed to grow laterally, we should be instead selecting trees that grow in specific conditions.

Training New Replacement Trees

Although no Tree Protection Plan would be warranted given that all of the existing trees would be removed, it would be highly advisable to have the new replacement trees trained by an arborist qualified to train young trees. Many young trees are sold having poor structural integrity. Often this is the result of pruning the tops of the young trees in nurseries to produce “bushy” growth, which boosts sales, but this practice tends to produce poor structural integrity. For this reason, a qualified arborist is needed to prune new planted trees at least 2 times in the first 5 years with the objective encouraging the trees to develop a dominant central leader. When this is done correctly, the young trees develop strong structures. Trees trained this way often require only minor pruning for their entire lives.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Michael L. Bench". The signature is fluid and cursive, with a large loop at the end.

Michael L. Bench, Consulting Arborist

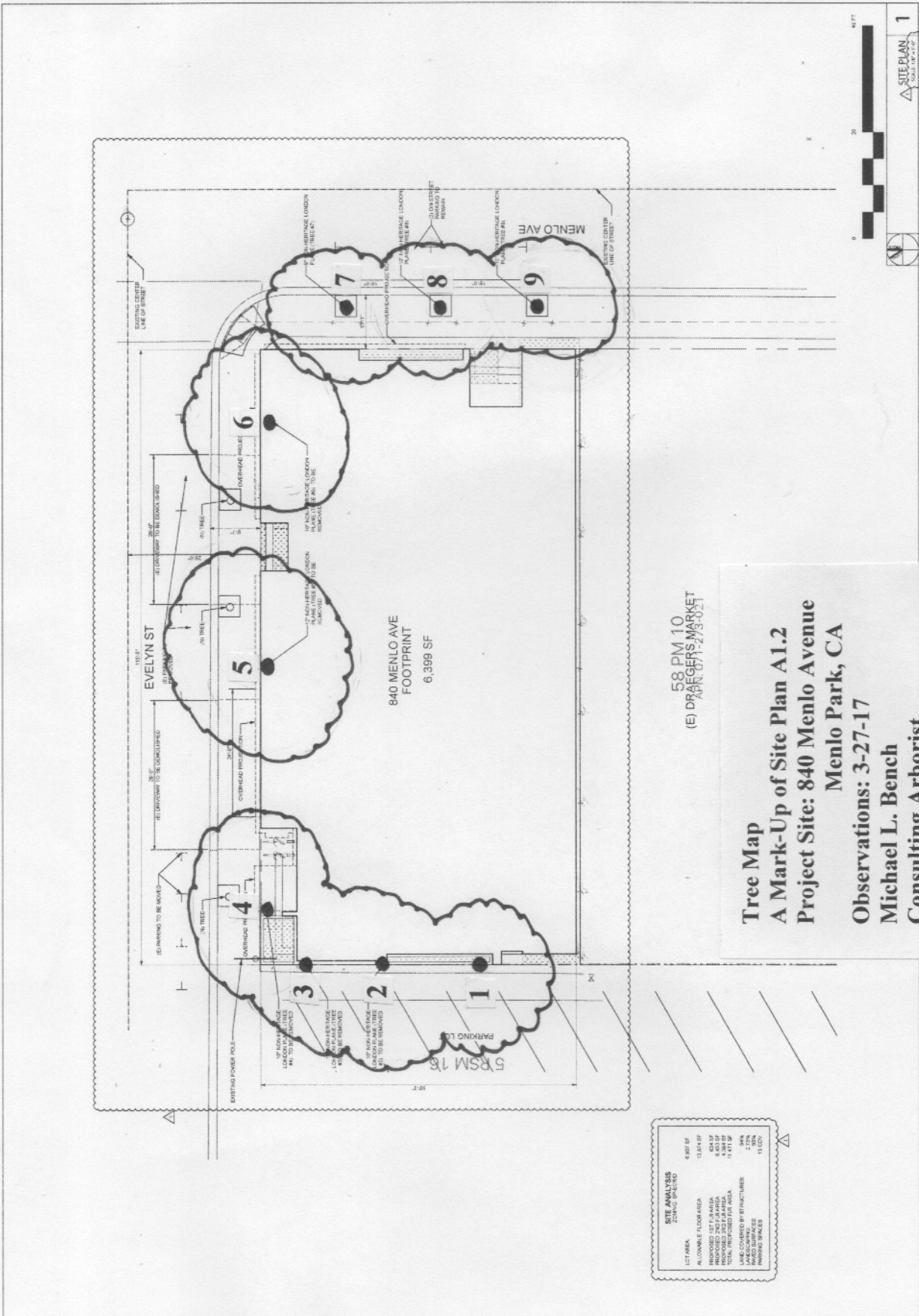
International Society of Arboriculture Certification # WE 1897A

American Society of Consulting Arborists Member

Attachments: List of Trees
Tree Map
Assumptions and Limiting Conditions

List of Trees

Tree #	Field Data Sheet	Trunk Diameter In Inches	Canopy Height In Feet	Canopy Diameter In Feet	Health Rating / Structural Integrity Rating: 1 to 5 1 = Very Good 5 = Very Poor	Health/ Structure In Descriptive Terms	DBH = Diameter at Breast Height = 54 inches Above Grade (E) = Estimated CD w/ IB = Co-Dominant Leaders with Imbedded Bark, a Structural Weakness	Notes
Tree #	Tree Name	DBH	Canopy Height	Canopy Spread	Condition Rating	Overall Condition		
1	London Plane Tree (Platanus acerifolia)	11.5	45	30	1 / 1	Good		Fairly Dense Canopy
2	London Plane Tree	10.2	40	30	1 / 1	Good		Fairly Dense Canopy
3	London Plane Tree	9.6	40	30	1 / 1	Good		Fairly Dense Canopy
4	London Plane Tree	10.8	45	35	1 / 1	Good		Fairly Dense Canopy
5	London Plane Tree	12.4	40	40	1 / 1	Good		Fairly Dense Canopy
6	London Plane Tree	10.7	35	30	1 / 1	Good		Fairly Dense Canopy
7	London Plane Tree	9.6	40	25	2 / 1	Good / Fair		Moderately Dense Canopy
8	London Plane Tree	10.7	40	30	2 / 1	Good / Fair		Moderately Dense Canopy
9	London Plane Tree	10.6	45	25	1 / 1	Good		Fairly Dense Canopy



840 MENLO AVE
FOOTPRINT
6,399 SF

5:58 PM 10
(E) DRAGERS MARKET

Tree Map
A Mark-Up of Site Plan A1.2
Project Site: 840 Menlo Avenue
Menlo Park, CA
Observations: 3-27-17
Michael L. Bench
Consulting Arborist

SITE ANALYSIS	
LOT AREA	4,807 SF
ALLOWABLE FLOOR AREA	13,514 SF
PROPOSED NET FLOOR AREA	6,399 SF
TOTAL PROPOSED NET FLOOR AREA	11,471 SF
LAND COVERED BY STRUCTURES	3,904 SF
LAND COVERED BY DRIVEWAYS	1,524 SF
LAND COVERED BY PAVEMENT	11,028 SF

Michael L. Bench

Consulting Arborist

ISA #WE 1897A, ASCA Member

(831) 594-5151 michaelbench@sbcglobal.net

7327 Langley Canyon Rd., Prunedale, CA 93907

- 7 -

Site Observations: March 27, 2017

Revised Report: December 14, 2017

Subject: Proposed Development Project

840 Menlo Avenue

Menlo Park, California

Assumptions and Limiting Conditions

1. Any description provided to the consulting arborist/appraiser is assumed to be correct. No responsibility is assumed for legal matters in character nor is any opinion rendered as to the quality of any title.
2. The consulting arborist/appraiser can neither guarantee nor be responsible for the accuracy of information provided by others.
3. The consulting arborist/appraiser shall not be required to give testimony or to attend court by reason of this report/appraisal unless written arrangements are made, including payment of additional fees for services.
4. Loss or removal of any part of this report invalidates the entire report/appraisal.
5. Possession of this report, or any copy thereof, does not imply right of publication or use for any purpose by any person other than to whom this report is addressed without written consent of this appraiser/consultant.
6. This report and any appraised values expressed herein represent the opinion of the consultant/appraiser. Further, the appraiser/consultant's fee is in no way contingent upon the reporting of a specified value or upon any finding or recommendation reported.
7. Sketches, diagrams, graphs, photos, etc., in this report are intended as visual aides and are not done necessarily to scale and should not be construed as engineering information or specifications.
8. This report makes every attempt to be in conformity with generally acceptable evaluation/diagnostic/appraisal methods and procedures, as recommended by the International Society of Arboriculture.
9. No tree described in this report/evaluation has been climbed, unless otherwise stated. As such, structural defects that could only have been discovered by climbing are not reported. Likewise, a full root collar inspection, consisting of the excavation of soil around the tree for the purpose of uncovering major root defects/weaknesses, has not been performed, unless otherwise stated. I take no responsibility for any root defects, which were not uncovered by such an inspection.

Consulting Arborist Disclosure Statement

As a consulting arborist, I provide opinions, recommendations, and appraisals about trees based on observations, information provided, education, and experience. I recommend procedures in the attempt to reduce the risk of branch and tree failures, to improve the health of trees, and/or to enhance the beauty of trees. Clients may choose to accept or to disregard my recommendations, or may seek the advice of others.

I cannot detect every defect or condition, which may cause a structural failure of a tree. Trees are living organisms, highly variable and subject to numerous environmental influences. Trees sometimes fail unpredictably in ways we do not fully understand. Conditions, flaws, or weaknesses are often hidden inside stems/trunks or below ground and, thus, elude detection. I cannot guarantee the health and safety of any tree. Likewise, remedial treatments, like medicine, cannot be guaranteed.

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

From: Ken Tinsley [mailto:ktinsley@pacbell.net]
Sent: Saturday, February 04, 2017 3:27 PM
To: Jimenez, Yesenia <YJimenez@menlopark.org>
Subject: 840 Menlo Avenue

Good afternoon Ms. Jimenez.

After reviewing the proposed plan for this project, I'm underwhelmed by the appearance and function of the project. The design does absolutely nothing to enhance the vibrancy of the downtown area. The lack of retail/services on the ground floor is a big miss and would substantially increase the appeal of the building and its usage beyond the workers/residents in the building.

We have ample office space in the area and projects in the Santa Cruz Avenue corridor REALLY ought to be targeted to serve the broader community.

I would encourage the staff to require a substantially revised street level element of the proposal.

Many thanks,
Ken Tinsley

RECEIVED

APR 04 2017

**Memorandum Regarding Neighbor Outreach Efforts
at 840 Menlo Avenue, Menlo Park, CA 94025**

CITY OF MENLO PARK
BUILDING

I am a consultant for Charles Troglia and Gloria L. Walker, who are the trustees of the trusts which own the property at 840 Menlo Avenue, Menlo Park, CA 94025 (840 MenloAv). I have worked closely with them and with their architects, The Hayes Group, regarding outreach to neighbors in the vicinity of the proposed project at 840 MenloAv (the Project).

We have notified neighbors on two different occasions about the pendency of a project at 840 MenloAv - once in 2014* and again recently. Since the project proposed in 2014 was materially different than that now pending before the City of Menlo Park, this memorandum relates only to neighbor outreach efforts which took place in January and February 2017, with respect to the current Project.

In January, the Hayes Group architects obtained and forwarded to me an Excel file containing a list of 162 names and addresses provided by Menlo Park City Staff for purposes of notifying surrounding neighbors (see Attachment A). The "City of Menlo Park, 701 Laurel Street" was last on the list. I added my name and address and those of Charles Troglia, Gloria L. Walker, and Ken Hayes of the Hayes Group as a means of confirming the success of our notification efforts (166 total addressees).

Charles Troglia prepared a letter to be mailed to those on the list, and The Hayes Group furnished us with a color rendering of the Project. I prepared 166 mailing labels and manually confirmed that all names and addresses from the Staff-provided list were on the individual labels and were correct. Mr. Troglia and I stamped and labeled 166 envelopes which contained his letter and the rendering, and I delivered them to the downtown Menlo Park post office for first class mailing on January 20th. Both Mr. Troglia and I received our envelopes on January 21, 2017 (my copy, including the postmarked envelope, is Attachment B).

The letter informed neighbors about the Project. It included an email and mailing address as well as a telephone # for inquiries. Four responses were received. All were complimentary of the Project. One requested information, and Mr. Troglia promptly responded. They are in Attachment C.

*There were no objections that I can recall in 2014. One neighboring couple were the only attendees at a meeting which was noticed by mail and held at the Arrillaga Gymnasium. They inquired about onstreet parking arrangements for neighbors during construction. Mr. Troglia responded that the matter had not yet been addressed, but would be, that he would take their question into account, and that he would be happy to discuss it with them at any time.

**Memorandum Regarding Neighbor Outreach Efforts
at 840 Menlo Avenue, Menlo Park, CA 94025**

p 2 of 2

The letter also invited recipients to an informational meeting to be held at 7:15pm on Wednesday, February 8, 2017, in the Oak Room located at the Menlo Park Arrillaga Family Recreation Center. Mr. Troglia, Ken Hayes (HayesGroup), Daniel Maiel (HayesGroup), and I attended. I deployed signage outside the Rec Center and along the interior hallway to the Oak Room to direct attendees. We waited for roughly half an hour, but no one else appeared to attend the meeting. Other than the 4 responses in Attachment C, we have received no communication from any neighbors as of the date of this Memorandum.

April 2, 2017



Richard Poe
1259 El Camino Real # 271
Menlo Park, CA 94025

Attachment A

p 1 of 2



D Poe <dickpoe01@gmail.com>

Fwd: 840 MenloAv public meeting - Address list provided by City Staff for mailing is incomplete.

Daniel Maiel [redacted]
To: D Poe [redacted] Ken Haves [redacted]
Cc: Charlie Troglia [redacted]

Thu, Jan 19, 2017 at 1:59 PM

Hi Charlie,
This file should suite your needs.

Thanks,
Daniel



Daniel Maiel | Designer
[redacted]
Hayes Group Architects, Inc.
2657 Spring Street. Redwood City, CA 94063
[redacted]
[redacted]

The information contained in this message may be legally privileged and confidential. It is intended to be read only by the individual or entity to whom it is addressed or by their designee. If the reader of this message is not the intended recipient, you are on notice that any distribution of this message, in any form, is strictly prohibited. If you have received this message in error, please immediately notify the sender and/or The Hayes Group by telephone at [redacted] and delete or destroy any copy of this message.

From: Dick Poe [redacted]
Date: Wednesday, January 18, 2017 at 10:37 PM
To: Ken Hayes [redacted]
Cc: Charlie Troglia [redacted] Daniel Maiel [redacted]
Subject: Fwd: 840 MenloAv public meeting - Address list provided by City Staff for mailing is incomplete.

Hi Ken -

I just began to prepare labels for the mailing and discovered that the xls file provided by City Staff is missing street addresses for all of the addressees. We need a complete file - soon because the meeting room was reserved for Feb 8th before I discovered this problem.

Thank you.

Dick

Attachment A

p 2 of 2

----- Forwarded message -----

From: **Ken Hayes** [REDACTED]
Date: Thu, Jan 12, 2017 at 9:29 PM
Subject: Re: 840 MenloAv (i) public meeting (ii) tentative map
To: D Poe [REDACTED]
Cc: Charlie Troglio [REDACTED], Daniel Maiel [REDACTED]

Hi Dick,

Here is the noticing addresses for the required radius. This was provided to us by the city.
We need to select a date.
Ken

 **840 Menlo Ave 1.19.17[1].xlsx**
17K

Attachment B
p 1 of 3

Mr. Charles Troglio

Menlo Park, CA 94025-5537

January 20, 2017

re: 840 Menlo Avenue, Menlo Park, CA 94025

Dear Neighbor:

I am writing to let you know about plans for development of a downtown parcel located at 840 Menlo Avenue in Menlo Park (on the SW corner of Menlo Av and Evelyn Street). My sister and I own the property. We lived in a house located on it in the early 1950's, and our family has lived in Menlo Park since then. For the past 15+ years, 840 Menlo Av. has been the only vacant lot we know of in Menlo Park's downtown.

Accompanying this letter is a color rendering of the building. The building will be 3 levels. The first will be parking for about 13 cars plus bicycle spaces, a lobby and utility areas. The second level will be office, and the third will have (3) residential units, each with balconies.

We have worked hard with professionals to create an attractive building which will be an asset to Menlo Park's downtown while providing income for us, our children, and grandchildren. We are proud of what has been designed. Menlo Park's Planning Commission will review the matter at some future date and notify the public regarding their schedule. We believe the project complies with all applicable rules and regulations. No special approvals or exemptions are requested.

In the meantime, we wish to be good neighbors and let you know about our plans.

- Please call or write me at my telephone or email above if you have any questions. I will be happy to discuss, meet with you, or make other arrangements.

- **There will be an informational meeting at 7:15pm on Wednesday, February 8, 2017, in the Oak Room located at the Menlo Park Arrilaga Family Recreation Center at 601 Laurel St, Menlo Park, CA 94025 (Burgess Park). We will do our best to respond to any questions you may have. You are cordially invited.**

Thank you very much.

Sincerely,

Charles Troglio

Attachment B
p 2 of 3



Attachment B
p 3 of 3

SAN FRANCISCO CA 940

20 JAN 2017 944 L



Mr. Charles Troglio
[REDACTED]
Menlo Park, CA 94025-5537

TO: DICK POE
[REDACTED]
MENLO PARK, CA 94025

94025-420859



Attachment C

p 1 of 5

Transcription of January 24, 2017 from Kurt Conroy

Hi

This is Kurt Conroy. I was calling Charles Troglia at this number as it is the number that was given on the letter that he wrote to me about the development that he is planning at 840 Menlo Ave in Menlo Park.

Just wanted to call and say it looks like a very nice development, and wish him the best of luck.

Incidentally I own [REDACTED] Crane St and you sent me this letter as a part of your getting neighborhood approval.

Anyway any questions just give a call. I'm at [REDACTED] .

Ruth Meehan

[REDACTED]
Menlo Park 94025

January 24, 2017

Charles Troglio

[REDACTED]
Menlo Park, CA 94025

Attachment C

p 2 of 5

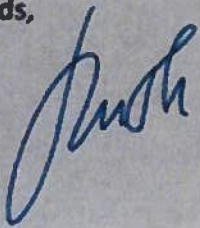
Dear Mr. Troglio,

Thank you for the notice regarding your plan to construct a beautiful new building behind Draegers Market.

I own the little duplex across the street from their parking lot, which has been in my family since 1977. I appreciate attractive design and helpful new space for our town. This will be a nice addition.

I have been working for Pacific Peninsula Group for the past fifteen years, and am currently in our new building at [REDACTED] Oak Grove, next to the fire station that has finally broken ground. As such, I am familiar with the process of getting approvals and permitting, and I hope your project goes ahead smoothly.

Regards,



Attachment C

p 3 of 5

----- Forwarded message -----

From: Charlie Troglio [REDACTED]

Date: Fri, Jan 27, 2017 at 11:36 AM

Subject: 840 Menlo ave

To: [REDACTED]

Dear Roger:

The zoning for the property is contained in the Menlo Park El Camino Real and Downtown Specific Plan which can be accessed online at:

<https://www.menlopark.org/149/El-Camino-Real-and-Downtown-Specific-Pla>

Approved land uses under the plan are in Section E, "LandUse and Building Character:"

<https://www.menlopark.org/DocumentCenter/Home/View/293>

The Map at p. E3 shows that the property designated as part of the red "Downtown/Station Area Retail/Mixed Use and the permitted uses - both residential and office - are assigned letter designations in a chart on pp E6 and E7.

Office

"Offices, Business and Professional" are designated "L = uses permitted subject to limitations which may not be exceeded/modified - L (no greater than one-half the base or public benefit bonus FAR)." In the drawing on p E14, "Downtown D FAR" is listed as "2.00 (2.25) FAR." 2.00 is the base FAR allowable and 2.25 FAR includes a public benefit bonus. The 840 Menlo Av project uses only 1.0 FAR which is half or less of the base level FAR without need of any public benefit bonus.

Residential

"Residential Dwelling Units" are simply designated "P = uses permitted."

I hope the foregoing and the linked materials clarify the matter adequately. If not I will be happy to address the matter further. Our Architect is Mr. Ken Hayes of The Hayes Group Architects in Redwood City. We are proud of his work and the project. We appreciate your many kind words and we also look forward to meeting you and being good neighbors.

Charlie Troglio

Attachment C

p 4 of 5

SUBJECT: 840 Menlo Ave, Menlo Park, CA 94025

Dear Charles,

Thank you very much for your informative letter of January 20th updating us on the forthcoming project, of which we were mildly aware, and including a rendering of what is, indeed, a gorgeous prospective undertaking. (Please tell us which architect you retain for this assignment.)

(Although we cannot make your informational meeting in February, we appreciate the effort you are taking to reach out to and carefully inform your neighbors. Of course this is the right thing to do and the City requires it as well.)

One question though: You mention that no special approvals were necessary; was this a mixed use zone without our realizing it? We didn't recall that condos were permitted in the commercial zone, or was that accomplished with an "Overlay Zoning" amendment in recent years?

In any case, we are designers and builders, and look forward to meeting you and to being good neighbors, if not also good friends.

Most cordially yours,

Roger W. Burnell, CEO

Arnell Enterprises, Inc.
Menlo Office Plaza, Inc., et al.

This E-mail has been sent on behalf of Roger Burnell by Kimberlynn Moua, Office Administrator, Arnell Enterprises, Inc.

Attachment C

p 5 of 5

----- Forwarded message -----

From: joe digiovanni [REDACTED]
Date: Tue, Feb 7, 2017 at 12:07 PM
Subject: 840 Menlo Ave
To: [REDACTED]

Hello Charles,

Thanks for the nice note about your proposed development at 840 Menlo Ave in Menlo Park.. It looks absolutely gorgeous and will be a great addition and value creator for downtown. You have my full support.

It was a nice touch to put a bit of the family history about the property. My grandfather, Joseph Digiovanni, built our building on Santa Cruz Avenue back in the 40's I believe. We just lost my father in September last year and now his four children, including myself own the property.

Best of luck!

Sincerely,
Joe Digiovanni
m: [REDACTED]

**840 Menlo Avenue
El Camino Real/Downtown Specific Plan Program EIR – Conformance Checklist**

Introduction

The City of Menlo Park (City) has developed the El Camino Real/Downtown Specific Plan (Specific Plan) to establish a framework for private and public improvements in the Specific Plan area over the coming decades. The Specific Plan addresses approximately 130 acres and focuses on the character and density of private infill development, the character and extent of enhanced public spaces, and circulation and connectivity improvements. The primary goal of the Specific Plan is to “enhance the community life, character and vitality through mixed use infill Projects sensitive to the small-town character of Menlo Park, an expanded public realm, and improved connections across El Camino Real.” The Specific Plan includes objectives, policies, development standards, and design guidelines intended to guide new private development and public space and transportation improvements in the Specific Plan area. The Plan builds upon the El Camino Real/Downtown Vision Plan that was unanimously accepted by the Menlo Park City Council on July 15, 2008.

On June 5, 2012, the City Council certified the Menlo Park El Camino Real and Downtown Specific Plan Program EIR (Program EIR). According to the Program EIR, the Specific Plan does not propose specific private developments, but establishes a maximum development capacity of 474,000 square feet of non-residential development (inclusive of retail, hotel, and commercial development), and 680 new residential units.

The Hayes Group on behalf of the Troglio family has submitted an application for a 11,471 square foot, three-story, mixed-use project including at-grade covered parking spaces, ground floor lobby area, second level office space, and three residential condominiums on the third level. The Project site consists of one parcel (Assessor’s Parcel Number 071-273-070) at 840 Menlo Avenue, which is currently vacant. The property is part of the Specific Plan area, and as such may be covered by the Program EIR analysis. The intent of this Environmental Conformity Analysis is to determine: 1) whether the Project does or does not exceed the environmental impacts analyzed in the Program EIR, 2) whether new impacts have or have not been identified, and 3) whether new mitigation measures are or are not required.

Existing Condition

The subject parcel is located on the northwest corner of Evelyn Street and Menlo Avenue which is part of the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The property is bounded by Draegers Market to the west, Menlo Office Plaza to the east, City parking to the north and residential and commercial uses across Menlo Avenue to the south. The 0.16 acre (6,936 square feet) Project site is currently vacant. The Project site is relatively flat, rectangular shaped parcel, unpaved, covered with seasonal vegetation and nine trees on the perimeter.

Project

The Project includes the construction of a 11,471 square foot, three-story, mixed-use Project including on-grade covered parking spaces, ground floor lobby area, second level office space, and three residential condominiums on the third level. The maximum building height is 38' to the top of the roof deck. The office space and residential units will have access from the building lobby.

The Project includes on-grade covered parking. The parking lot is accessed by a full-accessed driveway from Evelyn Street. A total of 13 on-grade covered parking spaces are proposed. Pedestrian access to the office and residential units are provided from the lobby on Evelyn Street and stair access from Menlo Avenue.

The second level consists of office space with floor to ceiling glass above a brick base. The third level has three residential units set back from the second level. A common terrace, served by the stairs and elevator, provides access to the units. Each unit has a private terrace area.

The enclosed trash and recycle area and long-term bike parking are located in the southeast corner of the covered parking lot. Trash and recycle containers are accessed curbside from Evelyn Street. Six of the nine non-Heritage trees are proposed to be removed due to development impact. Three new street trees would be planted on Evelyn Street.

The Project requires Architectural Control review and approval by the Planning Commission.

Environmental Analysis

As discussed in the introduction, this comparative analysis has been undertaken to analyze whether the Project would have any significant environmental impacts that are not addressed in the Program EIR. The comparative analysis discusses whether impacts are increased, decreased, or unchanged from the conclusions discussed in the Program EIR. The comparative analysis also addresses whether any changes to mitigation measures are required.

As noted previously, the proposal is a mixed-use Project. Assuming full occupancy, the Project is estimated to generate less than 100 peak hour trips. The Project is estimated to generate 11 net trips in the AM peak hour and 12 net trips in the PM peak hour. Based on this level of vehicle traffic, a detailed traffic study is not required, as long as the land use assumptions on-site are consistent with those outlined in the Specific Plan. However, using Institute of Traffic Engineers (ITE), Trip Generation Edition resources, the project is estimated to generate eleven trips during the AM peak hour and twelve trips during the PM peak hour. The Project is consistent with the Specific Plan land

uses. The Project will be subject to the fair share contribution towards infrastructure required to mitigate transportation impacts as identified in the Specific Plan Final Environmental Impact Report.

Aesthetic Resources

Impacts would be the same as the Specific Plan. The Program EIR concluded that the Project would not have a substantial adverse effect on a scenic view, vista, or designated state scenic highway, nor would the Project have significant impacts to the degradation of character/quality, light and glare, or shadows.

Implementation of the Project would result in the construction of a mixed-use development. Similar development concepts were evaluated under the Specific Plan EIR, and determined that changes to the visual character would not be substantially adverse, and the impact would be considered less than significant. The Project is subject to the Planning Commission architectural control review and approval, which includes public notice and ensures aesthetic compatibility. The Project meets the design standards and guidelines as noted in the El Camino Real/Downtown Specific Plan by breaking up the elevations, incorporating building projections/modulations and activating the street by proposing the building entrance towards Evelyn Street and the downtown. Therefore, the Project would not result in any impacts to the existing visual character of the site and its surroundings.

Similar development concepts were evaluated under the Specific Plan EIR, and determined that changes to light and glare would not be substantially adverse, and the impact would be less than significant. The Specific Plan includes regulatory standards for nighttime lighting and nighttime and daytime glare. Therefore, the Project would not result in any impacts associated with substantial light or glare.

As was the case with the Specific Plan, the Project would not have a substantial adverse effect on a scenic view or vista, a state scenic highway, character/quality, or light and glare impacts. Therefore, no new impacts have been identified and no new mitigation measures are required for the Project.

Agriculture Resources

Impacts would be the same as the Specific Plan. The Program EIR concluded that no impacts would result with regard to Prime Farmland, Unique Farmland, or Farmland of Statewide Importance, or any area zoned for agricultural use or forest land.

As was the case with the Program EIR, the Project would not result in any impacts to farmland, agricultural uses, or forest land. Therefore, no new impacts have been identified and no new mitigation measures are required for the Project.

Air Quality

Impacts would be the same as the Specific Plan.

AIR-1: The Program EIR determined that emissions of criteria pollutants associated with construction would be significant, and established Mitigation Measures AIR-1a and AIR-1b to address such impacts. Mitigation Measure AIR-1a would be applied to this proposal. However, the Program EIR concluded that impacts could still be significant and unavoidable even with implementation of such mitigations. The Project would construct a three-story, mixed-use Project with on-grade covered parking spaces and would not involve the type of large-scale construction activities that would create additional impacts. The Project would be well below the 249 dwelling units and 277,000 square feet of commercial development construction screening threshold adopted by the Bay Area Air Quality Management District. As a result, implementation of Mitigation Measure AIR-1b is not required for this Project.

AIR-2: The Program EIR determined that the Specific Plan would have long-term emissions of criteria pollutants from increased vehicle traffic and on-site area sources that would contribute to an air quality violation (due to being inconsistent with an element of the *2010 Clean Air Plan*), and established Mitigation Measure AIR-2 requiring implementation of Mitigation Measure TR-2 regarding Transportation Demand Management (TDM) strategies to address this impact. In compliance with Mitigation Measure TR-2, a TDM Plan was prepared by TDM Specialists, INC, dated September 26, 2017. However, the Program EIR noted that TDM effectiveness cannot be guaranteed, and concluded that the impact would be significant and unavoidable. The Project would be consistent with the Program EIR analysis, and as such would be required to implement Mitigation Measure AIR-2.

AIR-3: The Program EIR determined that the Specific Plan would increase levels of Toxic Air Contaminants (TACs) due to increased heavy duty truck traffic, but that the impacts would be less than significant. The Project would not generate an unusual amount of heavy truck traffic relative to other mixed-use developments due to the limited nature of the construction, and the Project's limited share of overall Specific Plan development would be accounted for through deduction of its totals from the Specific Plan Maximum Allowable Development.

AIR-4: The Program EIR concluded that the Specific Plan would not have a substantial adverse effect pertaining to Particulate Matter (PM_{2.5}). The Project is consistent with the assumptions of this analysis.

AIR-5, AIR-6, AIR-7, AIR-8, AIR-10, and AIR-11: The Specific Plan determined that the introduction of sensitive receptors, specifically new residences, to an environment (near El Camino Real and the Caltrain tracks) with elevated concentrations of TACs and PM_{2.5} could result in significant or potentially significant impacts (including in the cumulative scenario), and established Mitigation Measures AIR-5, AIR-7, and AIR-10 to bring impacts to less than significant levels. Since the project site is more than 1,095 feet from the Caltrain tracks, implementation of Mitigation Measure AIR-7 is not required. Mitigation Measure AIR-5 is not required since the residential building is more

than 200 feet from El Camino Real, and Mitigation Measure AIR-10 is not required because the property is not located within 1,000 feet of the SRI International campus.

No new Air Quality impacts have been identified and no new mitigation measures are required for the Project.

Biological Resources

Impacts would be the same as the Specific Plan. The Program EIR determined that less than significant impacts would result with regard to special status plant and wildlife species, sensitive natural communities, migratory birds, and jurisdictional waters and wetlands upon implementation of the recommended Mitigation Measures BIO-1a, BIO-1b, BIO-3a, BIO-3b, BIO-5a through BIO-5c, and BIO-6a. Mitigation Measures BIO-1a, BIO-1b, BIO-3a, BIO-3b, and BIO-5a through BIO-5c would apply to the Project, but BIO-6a would not (it is limited to Projects proposing development near San Francisquito Creek). The analysis also found that the Specific Plan would not conflict with local policies, ordinances, or plans. The Project site is currently vacant but within a highly urbanized/landscaped area.

The Project site includes little wildlife habitat and essentially no habitat for plants other than the opportunity ruderal species adapted to the built environment or horticultural plants used in landscaping. The Project would not result in the take of candidate, sensitive, or special-status species.

The proposal includes the removal of six non-Heritage trees, and the planting of three new street trees. The impact would be less than significant.

With implementation of the Project, construction activities would occur on an existing vacant site that was formerly developed with a single-family home which was removed in 1968. Therefore, as with the Program EIR, the Project would result in less than significant impacts to biological resources and no new Mitigation Measures would be required. The Project would also not conflict with local policies, ordinances, or plans, similar to the Program EIR. No new impacts have been identified and no new mitigation measures are required for the Project.

Cultural Resources

Impacts would be the same as the Specific Plan. The Program EIR determined that no significant impacts to a historic resource would result with implementation of Mitigation Measure CUL-1. The analysis also concluded that the Specific Plan would result in less than significant impacts to archeological resources, paleontological resources, and burial sites with implementation of Mitigation Measures CUL-2a, CUL-2b, CUL-3, and CUL-4. With regard to the Project site, the physical conditions, as they relate to archeological resources, have not changed in the Specific Plan area since the preparation of the Specific Plan EIR. The Project would incorporate Mitigation Measure CUL-4 through notations on plan sheets and ongoing on-site monitoring. Mitigation Measure CUL-1 would not be required, as the site is vacant. Mitigation Measure CUL-3

would not be required, as the Project would not excavate beyond previously disturbed soil.

In compliance with Mitigation Measure CUL-2a, a Cultural Resource Evaluation was prepared by Archeological Resource Management, dated March 27, 2017 for the Project. The report concluded the archival research revealed that there are no recorded cultural resources located within the study area. No traces of significant cultural materials, prehistoric or historic, were noted during the surface reconnaissance. In the event, however, that prehistoric traces are encountered, the Specific EIR requires protection activities if archaeological artifacts are found during construction.

No new impacts have been identified and no new mitigation measures are required.

Geology and Soils

Impacts would be the same as the Specific Plan. The Program EIR found that no significant impacts pertaining to earthquake faults, seismic ground shaking, seismically induced hazards (e.g., liquefaction, lateral spreading, land sliding, settlement, and ground lurching), unstable geologic units, expansive soils, corrosive soils, landslides, and soil erosion would result. No Mitigation Measures are required.

The Project site is not located within an Alquist-Priolo Earthquake Fault Zone as designated by the California Geological Society, and no known active faults exist on the site. The nearest active fault to the Project area is the San Andreas fault which is located approximately 4.7 miles southwest of the property. Although this is the case, the Project is located in a seismically active area and, while unlikely, there is a possibility of future faulting and consequent secondary ground failure from unknown faults is considered to be low. Furthermore, the Project would comply with requirements set in the California Building Code (CBC) to withstand settlement and forces associated with the maximum credible earthquake. The CBC provides standards intended to permit structures to withstand seismic hazards. Therefore, the code sets standards for excavation, grading, construction earthwork, fill embankments, expansive soils, foundation investigations, liquefaction potential, and soil strength loss. No mitigation is required.

Greenhouse Gas Emissions

Impacts would be the same as the Specific Plan.

GHG-1: The Program EIR determined that the Specific Plan would generate Greenhouse Gas (GHG) emissions, both directly and indirectly, that would have a significant impact on the environment. Specifically, the operational GHG using the Bay Area Air Quality District (BAAQMD) GHG Model, measured on a “GHG: service population” ratio, were determined to exceed the BAAQMD threshold. The Project’s share of this development and associated GHG emissions and service population, would be accounted for through deduction of this total from the Specific Plan Maximum

Allowable Development, and as such is consistent with the Program EIR analysis. The Program EIR established Mitigation Measure GHG-1, although it was determined that the impact would remain significant and unavoidable even with this mitigation. For the Project, implementation of Mitigation Measure GHG-1 is not necessary as the BAAQMD-identified GHG Mitigation Measures are primarily relevant to City-wide plans and policies and also because the City's CALGreen Amendments have since been adopted and are applied to all projects, including this Project.

GHG-2: The Program EIR determined that the Specific Plan could conflict with AB 32 and its Climate Change Scoping Plan by virtue of exceeding the per-capita threshold cited in GHG-1. Again, the Project's share of this development and associated GHG emissions and service population, would be accounted for through deduction of this total from the Specific Plan Maximum Allowable Development, and as such is consistent with the Program EIR analysis. The Program EIR established Mitigation Measure GHG-2a and GHG-2b, although it was determined that the impact would remain significant and unavoidable even with this mitigation.

No new impacts have been identified and no new mitigation measures are required for the Project.

Hazards and Hazardous Materials

Impacts would be the same as the Specific Plan. The Program EIR determined that a less than significant impact would result in regards to the handling, transport, use, or disposal of hazardous materials during construction operations. The analysis also concluded that the Project site is not included on a list of hazardous materials sites, is not within the vicinity of an airport or private airstrip, would not conflict with an emergency response plan, and would not be located in an area at risk for wildfires. The Specific Plan analysis determined that with implementation of Mitigation Measures HAZ-1 and HAZ-3, impacts related to short-term construction activities, and the potential handling of and accidental release of hazardous materials would be reduced to less than significant levels.

The Project would involve ground-disturbance and improvements and as such implementation of Mitigation Measures HAZ-1 and HAZ-3 would be required. Project operations would result in a mixed-used development. The Project would not handle, store, or transport hazardous materials in quantities that would be required to be regulated.

In compliance with Mitigation Measure HAZ-1, a Phase 1 Environmental Site Assessment was prepared by ICES, dated August 29, 2016 for the Project. The report concluded that, no potential hazardous releases were identified, therefore a Phase II was not required. Thus, Project operations would result in similar impacts as that analyzed for the Specific Plan. No new impacts have been identified and no new mitigation measures are required for the Project.

Hydrology and Water Quality

Impacts would be the same as the Specific Plan. The Program EIR found that no significant impacts pertaining to construction-related impacts (i.e., water quality and drainage patterns due to erosion and sedimentation), or operational-related impacts to water quality, groundwater recharge, the alteration of drainage patterns, or flooding would result. The City of Menlo Park Engineering Division requires a Grading and Drainage Permit and preparation of a construction plan for any construction Project disturbing 500 square feet or more. The Grading and Drainage (G&D) Permit requirements specify that the construction must demonstrate that the sediment laden-water shall not leave the site. Incorporation of these requirements would be expected to reduce the impact of erosion and sedimentation to a less-than-significant level. No Mitigation Measures are required.

Land Use and Planning

Impacts would be the same as the Specific Plan.

LU-1: The Program EIR determined that the Specific Plan would not divide an established community. The Project would involve the removal of vegetation and on-site improvements. The Specific Plan would allow for taller buildings and, any new development would occur along the existing grid pattern and proposed heights and massing controls would result in buildings comparable with existing and proposed buildings found in the Plan area. The proposed development consists of a construction of a three-story, mixed-use building with on-grade covered parking spaces and is subject to architectural review by the Planning Commission. The Project would not create a physical or visual barrier and, therefore would not physically divide a community. There are no impacts.

LU-2: The Program EIR determined that the Specific Plan would not alter the type and intensity of land uses in a manner that would cause them to be substantially incompatible with surrounding land uses or neighborhood character. The Project is an infill mixed-use development that meets the intent of the Specific Plan, and would be consistent with the General Plan. No mitigation is required for this impact, which is less than significant.

LU-3: The Program EIR determined that the Specific Plan would not conflict with the City's General Plan, Zoning Ordinance, or other land use plans or policies adopted for the purpose of mitigating an environmental effect. The General Plan and Zoning Ordinance were amended concurrent with the Specific Plan adoption, and the Project would comply with all relevant regulations. No mitigation is required for this impact, which is less than significant.

LU-4: The Program EIR determined that the Specific Plan, in combination with other plans and Projects, would not result in cumulatively considerable impacts to land use.

The Project, being a part of the Specific Plan area and accounted for as part of the Maximum Allowable Development, is consistent with this determination. No mitigation is required for this impact, which is less than significant.

No new impacts have been identified and no new mitigation measures are required for the Project.

Mineral Resources

Impacts would be the same as the Specific Plan. The Program EIR noted that the Project site is not located within an area of known mineral resources, either of regional or local value.

As was the case with the Specific Plan, the Project would not result in the loss of availability of a known mineral resource or mineral resources recovery site. No new impacts have been identified and no new mitigation measures are required for the Project.

Noise

Impacts would be the same as the Specific Plan.

NOI-1: The Program EIR determined that construction noise, in particular exterior sources such as jackhammering and pile driving, could result in a potentially significant impact, and established Mitigation Measures NOI-1a through NOI-1c to address such impacts. The physical conditions as they relate to noise levels have not changed substantially in the Specific Plan area since the preparation of the Specific Plan EIR. Therefore, construction noise impacts of the Project would be less than significant, and these mitigation measures would apply (with the exception of Mitigation Measure NOI-1b, which applies to pile driving activities, which wouldn't take place as part of the Project).

NOI-2: The Program EIR determined that impacts to ambient noise and traffic-related noise levels as a result of the Specific Plan would be less than significant. The Project's share of this development would be accounted for through deduction of this total from the Specific Plan Maximum Allowable Development. In compliance with Mitigation Measure NOI-2, an Environmental Noise Impact Study was prepared by Mei Wu Acoustics (MWA), dated March 16, 2017 for the Project. The report provides documentation of measured existing ambient environmental sound levels. The sound levels are consistent with the existing noise levels documented in Table 4.10-4- *Traffic Noise Increase Along Roadways in the Plan Area*.

NOI-3: The Program EIR determined that the Specific Plan could include the introduction of sensitive receptors (i.e., new residences) to a noise environment with noise levels in excess of standards considered acceptable under the City of Menlo Park Municipal Code (i.e., near the Caltrain tracks), as well as the introduction of sensitive

receptors to substantial levels of ground borne vibration from the Caltrain tracks. Mitigation Measures NOI-3 would require detailed acoustical assessments for residential units constructed within the Specific Plan area to ensure that Title 24 interior noise level standards are achieved. An Acoustic Report was prepared by MWA dated March 16, 2017 and concluded the residential areas would have interior noise levels consistent with Title 24 noise levels.

NOI-4: The Program EIR determined that the Specific Plan could result in vibration issues for properties within 200 feet of the Caltrain tracks. However, the project site is located more than 200 feet from the rail corridor, so no mitigation is required. No new Noise impacts have been identified and no new mitigation measures are required for the Project.

Population and Housing

Impacts would be similar as analyzed in the Program EIR.

POP-1: The Program EIR determined that the implementation of the Specific Plan would not cause the displacement of existing residents to the extent that the construction of replacement facilities outside of the Plan area would be required. The Project site is currently vacant and includes the construction of a three-story, mixed-use development with on-grade covered parking spaces. Therefore, no residents would be displaced. No mitigation is required for this impact, which is less than significant.

POP-2: The Program EIR determined that the implementation of the Specific Plan would not be expected to induce growth in excess of current Projections, either directly or indirectly. The Program EIR found that full build-out under the Specific Plan would result in 1,537 new residents, well within the Association of Bay Area Governments (ABAG) Projection of 5,400 new residents between 2010 and 2030 in Menlo Park and its sphere of influence. Additionally, the Program EIR projected the new job growth associated with the new office development to be 1,357 new jobs. The ABAG projection for job growth within Menlo Park and its sphere of influence is an increase of 7,240 jobs between 2010 and 2030. The Program EIR further determines that based on the ratio of new residents to new jobs, the Specific Plan would result in a jobs-housing ratio of 1.56, below the projected overall ratio for Menlo Park and its sphere of influence of 1.70 in 2030 and below the existing ratio of 1.78.

The Project includes the construction of a new three-story, mixed-use development, with on-grade covered parking spaces. Construction of the Project, including site preparation, would temporarily increase construction employment. Given the relatively common nature and scale of the construction associated with the Project, the demand for construction employment would likely be met within the existing and future labor market in the City and the County. The size of the construction workforce would vary during the different stages of construction, but a substantial quantity of workers from outside the City or County would not be expected to relocate permanently.

POP-3: The Program EIR determined that implementation of the Specific Plan, in combination with other plans and projects would not result in cumulatively considerable impacts to population and housing. The EIR identified an additional 959 new residents and 4,126 new jobs as a result of other pending Projects. These combined with the projection for residents and jobs from the Specific Plan equate to 2,496 new residents and 5,483 new jobs, both within ABAG Projections for Menlo Park and its sphere of influence in 2030. The additional jobs associated with the Project would not be considered a substantial increase, would continue to be within all projections and impacts would be considered less than significant. Thus, no new impacts have been identified and no new mitigation measures are required for the Project.

No new Population and Housing impacts have been identified and no new mitigation measures are required for the Project.

Public Services and Utilities

Impacts would be the same as the Specific Plan. The Program EIR concluded that less than significant impacts to public services, including fire protection, police protection, schools, parks, and other public facilities would result. In addition, the Program EIR concluded that the Project would result in less than significant impacts to utilities and service systems, including water services, wastewater services, and solid waste. No mitigation measures were required under the Program EIR for Public Services and Utilities impacts.

The Menlo Park Fire Protection District (MPFPD) currently serves the project area. MPFPD review and approval of individual development plans is a standard part of the Project review process, ensuring that new buildings meet all relevant service requirements. MPFPD has completed initial Project review, and has tentatively approved the Project for compliance with applicable Fire Code regulations. The Project would not intensify development over what has previously been analyzed, nor modify building standards (height, setbacks, etc.) in a way that could affect the provision of emergency services by the MPFPD. Therefore, the Project would not result in any impacts resulting in the need for new or physically altered fire facilities.

Public parks near the project area include Burgess Park, Fremont Park, and Nealon Park. Additional public facilities, such as the library and recreational facilities at the Civic Center complex are located next to Burgess Park. The project would not intensify development over what has previously been analyzed, and existing public facilities would continue to be sufficient to serve the population of the project area. Therefore, the proposed project would not result in the demand for new public parks or other public facilities.

The existing water, wastewater, electric, gas, and solid waste infrastructure is adequate to support the Project, as the mixed-use development would not exceed what was previously analyzed, which the current site was developed to support.

No new Public Services and Utilities impacts have been identified and no new mitigation measures are required for the Project.

Transportation, Circulation and Parking

Assuming full occupancy, the Project is estimated to generate less than 100 peak hour trips. Specifically, using Institute of Traffic Engineers (ITE), Trip Generation Edition resources, the project is estimated to generate 11 trips during the AM peak hour and 12 trips during the PM peak hour. Based on this level of vehicle traffic, a detailed traffic study is not required, as the land use assumptions on site are consistent with those outlined in the Downtown Specific Plan. The Project is consistent with the Specific Plan land uses. The Project would be subject to the fair share contribution towards infrastructure required to mitigate transportation impacts.

The Project is consistent with the Specific Plan land uses. The Project would be subject to the fair share contribution towards infrastructure required to mitigate transportation impacts as identified in the Downtown Specific Plan Final Environmental Impact Report.

TR-1 and TR-7: The Program EIR concluded that the Specific Plan would result in significant and unavoidable traffic impacts related to operation of area intersections and local roadway segments, in both the short-term and cumulative scenarios, even after implementation of Mitigation Measures TR-1 and TR-7. The Project would pay required TIF (Transportation Impact Fee) and fair-share contributions as part of these mitigations.

TR-2 and TR-8: The Program EIR determined that the Specific Plan would adversely affect operation of certain local roadway segments, in both the near-term and cumulative scenarios. The Project's share of the overall Specific Plan development would be accounted for through deduction of this total from the Specific Plan Maximum Allowable Development, and as such is consistent with the Program EIR analysis.

In addition, the Project would be required through the MMRP to implement Mitigation Measure TR-2, requiring submittal and City approval of a Transportation Demand Management (TDM) program prior to Project occupancy. The goal of the TDM plan is to identify trip reduction methods to be implemented in order to reduce the number of AM and PM peak single occupant vehicle (SOV) trips that are generated by the project site. A draft TDM Plan was prepared by TDM Specialists, INC, dated September 26, 2017. This TDM plan is estimated to reduce the number of new SOV trips by 23-peak hour trips by using a variety of infrastructure and incentive based measures such as carpooling, transit riding, bicycling, walking and telecommuting. However, this mitigation (which is also implemented through Mitigation Measure AIR-2) cannot have its effectiveness guaranteed, as noted by the Program EIR, so the impact remains significant and unavoidable.

TR-3, TR-4, TR-5, and TR-6: The Program EIR determined that the Specific Plan would not result in impacts to freeway segment operations, transit ridership, pedestrian and bicycle safety, or parking in the downtown. The Project, using a parking rate supported by appropriate data and analysis, would be consistent with this analysis, and no new impacts or mitigation measures would be projected.

No new impacts have been identified and no new mitigation measures are required for the Project.

Conclusion

As discussed, the Conformance Checklist is to confirm that 1) the Project does not exceed the environmental impacts analyzed in the Program EIR, 2) that no new impacts have been identified, and 3) no new mitigation measures are required. As detailed in the analysis presented above, the Project would not result in greater impacts than were identified for the Program EIR. No new impacts have been identified and no new mitigation measures are required for the Project.

References

1. Arborist Report prepared by Michael L. Bench dated December 14, 2017.
2. Cultural Resource Evaluation prepared by Archeological Resource Management dated March 27, 2017.
3. Phase I Environmental Site Assessment prepared by ICES, dated August, 29, 2016.
4. Plans prepared by the Hayes Group Architecture.
5. TDM Plan prepared by TDM Specialists dated September 26, 2017.
6. Acoustic Report prepared by Mei Wu Acoustics dated March 16, 2017.
7. Environmental Noise Impact Study prepared by Mei Wu Acoustics dated March 16, 2017.
8. Staff site visit January 13, 2017.

El Camino Real/Downtown Mitigation Monitoring and Reporting Program			
Mitigation Measure	Action	Timing	Implementing Party
AIR QUALITY			
<p>IMPACT BEING ADDRESSED: Impact AIR-1: Implementation of the Specific Plan would result in increased long-term emissions of criteria pollutants associated with construction activities that could contribute substantially to an air quality violation. (Significant)</p>			
<p><i>Mitigation Measure AIR-1a</i> : During construction of individual projects under the Specific Plan, project applicants shall require the construction contractor(s) to implement the following measures required as part of Bay Area Air Quality Management District's (BAAQMD) basic dust control procedures required for construction sites. For projects for which construction emissions exceed one or more of the applicable BAAQMD thresholds, additional measures shall be required as indicated in the list following the Basic Controls.</p> <p><u>Basic Controls that Apply to All Construction Sites</u></p> <ol style="list-style-type: none"> 1. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day. 2. All haul trucks transporting soil, sand, or other loose material off-site shall be covered. 3. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited. 4. All vehicle speeds on unpaved roads shall be limited to 15 mph. 5. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used. 6. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points. 7. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation. 	<p>Exposed surfaces shall be watered twice daily.</p> <p>Trucks carrying demolition debris shall be covered.</p> <p>Dirt carried from construction areas shall be cleaned daily.</p> <p>Speed limit on unpaved roads shall be 15 mph.</p> <p>Roadways, driveways, sidewalks and building pads shall be laid as soon as possible after grading.</p> <p>Idling times shall be minimized to 5 minutes or less; Signage posted at all access points.</p> <p>Construction equipment shall be properly tuned and maintained.</p>	<p>Measures shown on plans, construction documents and on-going during demolition, excavation and construction.</p>	<p>Project sponsor(s) and contractor(s)</p>
			PW/CDD

EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Part
<p>8. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations.</p>	<p>Signage will be posted with the appropriate contact information regarding dust complaints.</p>			
<p>Impact AIR-2: Implementation of the Specific Plan would result in increased long-term emissions of criteria pollutants from increased vehicle traffic and on-site area sources that would contribute substantially to an air quality violation. (Significant)</p>				
<p>Mitigation Measure AIR-2: Mitigation Measure TR-2 of Section 4.13, Transportation, Circulation and Parking, identifies Transportation Demand Management (TDM) strategies to be implemented by individual project applicants, although the precise effectiveness of a TDM program cannot be guaranteed. As the transportation demand management strategies included in Mitigation Measure TR-2 represent the majority of available measures with which to reduce VMT, no further mitigation measures are available and this impact is considered to be significant and unavoidable.</p>	<p>See Mitigation Measure TR-2.</p>			

BIOLOGICAL RESOURCES

Impact BIO-1: The Specific Plan could result in the take of special-status birds or their nests. (Potentially Significant)

<p>Mitigation Measure BIO-1a: Pre-Construction Special-Status Avian Surveys. No more than two weeks in advance of any tree or shrub pruning, removal, or ground-disturbing activity that will commence during the breeding season (February 1 through August 31), a qualified wildlife biologist will conduct pre-construction surveys of all potential special-status bird nesting habitat in the vicinity of the planned activity. Pre-construction surveys are not required for construction activities scheduled to occur during the non-breeding season (August 31 through January 31). Construction activities commencing during the non-breeding season and continuing into the breeding season do not require surveys (as it is assumed that any breeding birds taking up nests would be acclimated to project-related activities already under way). Nests initiated during construction activities would be presumed to be unaffected by the activity, and a buffer zone around such nests would not be necessary. However, a nest initiated during construction cannot be moved or altered.</p>	<p>A nesting bird survey shall be prepared if tree or shrub pruning, removal or ground-disturbing activity will commence between February 1 through August 31.</p>	<p>Prior to tree or shrub pruning or removal, any ground disturbing activity and/or issuance of demolition, grading or building permits.</p>	<p>Qualified wildlife biologist retained by project sponsor(s)</p>	<p>CDD</p>
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EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Part
<p><i>If pre-construction surveys indicate that no nests of special-status birds are present or that nests are inactive or potential habitat is unoccupied:</i> no further mitigation is required.</p> <p><i>If active nests of special-status birds are found during the surveys:</i> implement Mitigation Measure BIO-1b.</p>				
<p>Mitigation Measure BIO-1b: Avoidance of active nests. If active nests of special-status birds or other birds are found during surveys, the results of the surveys would be discussed with the California Department of Fish and Game and avoidance procedures will be adopted, if necessary, on a case-by-case basis. In the event that a special-status bird or protected nest is found, construction would be stopped until either the bird leaves the area or avoidance measures are adopted. Avoidance measures can include construction buffer areas (up to several hundred feet in the case of raptors), relocation of birds, or seasonal avoidance. If buffers are created, a no disturbance zone will be created around active nests during the breeding season or until a qualified biologist determines that all young have fledged. The size of the buffer zones and types of construction activities restricted will take into account factors such as the following:</p> <ol style="list-style-type: none"> 1. Noise and human disturbance levels at the Plan area and the nesting site at the time of the survey and the noise and disturbance expected during the construction activity; 2. Distance and amount of vegetation or other screening between the Plan area and the nest; and 3. Sensitivity of individual nesting species and behaviors of the nesting birds. 	<p>If active nests are found during survey, the results will be discussed with the California Department of Fish and Game and avoidance procedures adopted.</p> <p>Halt construction if a special-status bird or protected nest is found until the bird leaves the area or avoidance measures are adopted.</p>	<p>Prior to tree or shrub pruning or removal, any ground-disturbing activities and/or issuance of demolition, grading or building permits.</p>	<p>Project sponsor(s) and contractor(s)</p>	<p>CDD</p>

Impact BIO-3: Impacts to migratory or breeding special-status birds and other special-status species due to lighting conditions. (Potentially Significant)

<p>Mitigation Measure BIO-3a: Reduce building lighting from exterior sources.</p> <ol style="list-style-type: none"> a. Minimize amount and visual impact of perimeter lighting and façade up-lighting and avoid uplighting of rooftop antennae and other tall equipment, as well as of any decorative features; b. Installing motion-sensor lighting, or lighting controlled by timers set to turn off at the earliest practicable hour; 	<p>Reduce building lighting from exterior sources.</p>	<p>Prior to building permit issuance and ongoing.</p>	<p>Project sponsor(s) and contractor(s)</p>	<p>CDD</p>
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EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Part
<p>c. Utilize minimum wattage fixtures to achieve required lighting levels;</p> <p>d. Comply with federal aviation safety regulations for large buildings by installing minimum intensity white strobe lighting with a three-second flash interval instead of continuous flood lighting, rotating lights, or red lighting</p> <p>e. Use cutoff shields on streetlight and external lights to prevent upwards lighting.</p>				
<p>Mitigation Measure BIO-3b: Reduce building lighting from interior sources.</p> <p>a. Dim lights in lobbies, perimeter circulation areas, and atria;</p> <p>b. Turn off all unnecessary lighting by 11pm thorough sunrise, especially during peak migration periods (mid-March to early June and late August through late October);</p> <p>c. Use gradual or staggered switching to progressively turn on building lights at sunrise.</p> <p>d. Utilize automatic controls (motion sensors, photosensors, etc.) to shut off lights in the evening when no one is present;</p> <p>e. Encourage the use of localized task lighting to reduce the need for more extensive overhead lighting;</p> <p>f. Schedule nightly maintenance to conclude by 11 p.m.;</p> <p>g. Educate building users about the dangers of night lighting to birds.</p>	<p>Reduce building lighting from interior sources.</p>	<p>Prior to building permit issuance and ongoing.</p>	<p>Project sponsor(s) and contractor(s)</p>	<p>CDD</p>

EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Part
<p>Impact BIO-5: The Specific Plan could result in the take of special-status bat species. (Potentially Significant)</p> <p>Mitigation Measure BIO-5a: Preconstruction surveys. Potential direct and indirect disturbances to special-status bats will be identified by locating colonies and instituting protective measures prior to construction of any subsequent development project. No more than two weeks in advance of tree removal or structural alterations to buildings with closed areas such as attics, a qualified bat biologist (e.g., a biologist holding a California Department of Fish and Game collection permit and a Memorandum of Understanding with the California Department of Fish and Game allowing the biologist to handle and collect bats) shall conduct pre-construction surveys for potential bats in the vicinity of the planned activity. A qualified biologist will survey buildings and trees (over 12 inches in diameter at 4.5-foot height) scheduled for demolition to assess whether these structures are occupied by bats. No activities that would result in disturbance to active roosts will proceed prior to the completed surveys. If bats are discovered during construction, any and all construction activities that threaten individuals, roosts, or hibernacula will be stopped until surveys can be completed by a qualified bat biologist and proper mitigation measures implemented.</p> <p>If no active roosts present: no further action is warranted.</p> <p>If roosts or hibernacula are present: implement Mitigation Measures BIO-5b and 5c.</p>	<p>Retain a qualified bat biologist to conduct pre-construction survey for bats and potential roosting sites in vicinity of planned activity.</p> <p>Halt construction if bats are discovered during construction until surveys can be completed and proper mitigation measures implemented.</p>	<p>Prior to tree pruning or removal or issuance of demolition, grading or building permits.</p>	<p>Qualified bat biologist retained by project sponsor(s)</p>	<p>CDD</p>

EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
<p>Mitigation Measure BIO-5b: Avoidance. If any active nursery or maternity roosts or hibernacula of special-status bats are located, the subsequent development project may be redesigned to avoid impacts. Demolition of that tree or structure will commence after young are flying (i.e., after July 31, confirmed by a qualified bat biologist) or before maternity colonies forms the following year (i.e., prior to March 1). For hibernacula, any subsequent development project shall only commence after bats have left the hibernacula. No-disturbance buffer zones acceptable to the California Department of Fish and Game will be observed during the maternity roost season (March 1 through July 31) and during the winter for hibernacula (October 15 through February 15). Also, a no-disturbance buffer acceptable in size to the California Department of Fish and Game will be created around any roosts in the Project vicinity (roosts that will not be destroyed by the Project but are within the Plan area) during the breeding season (April 15 through August 15), and around hibernacula during winter (October 15 through February 15). Bat roosts initiated during construction are presumed to be unaffected, and no buffer is necessary. However, the "take" of individuals is prohibited.</p>	<p>If any active nursery or maternity roosts or hibernacula are located, no disturbance buffer zones shall be established during the maternity roost and breeding seasons and hibernacula.</p>	<p>Prior to tree removal or pruning or issuance of demolition, grading or building permits</p>	<p>Qualified bat biologist retained by project sponsor(s)</p>	<p>CDD</p>
<p>Mitigation Measure BIO-5c: Safely evict non-breeding roosts. Non-breeding roosts of special-status bats shall be evicted under the direction of a qualified bat biologist. This will be done by opening the roosting area to allow airflow through the cavity. Demolition will then follow no sooner or later than the following day. There should not be less than one night between initial disturbance with airflow and demolition. This action should allow bats to leave during dark hours, thus increasing their chance of finding new roosts with a minimum of potential predation during daylight. Trees with roosts that need to be removed should first be disturbed at dusk, just prior to removal that same evening, to allow bats to escape during the darker hours. However, the "take" of individuals is prohibited.</p>	<p>A qualified bat biologist shall direct the eviction of non-breeding roosts.</p>	<p>Prior to tree removal or pruning or issuance of demolition, grading or building permits.</p>	<p>Qualified bat biologist retained by project sponsor(s)</p>	<p>CDD</p>

EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
CULTURAL RESOURCES				
Impact CUL-2: The proposed Specific Plan could impact currently unknown archaeological resources. (Potentially Significant)				
<p>Mitigation Measure CUL-2a: When specific projects are proposed that involve ground disturbing activity, a site-specific cultural resources study shall be performed by a qualified archaeologist or equivalent cultural resources professional that will include an updated records search, pedestrian survey of the project area, development of a historic context, sensitivity assessment for buried prehistoric and historic-period deposits, and preparation of a technical report that meets federal and state requirements. If historic or unique resources are identified and cannot be avoided, treatment plans will be developed in consultation with the City and Native American representatives to mitigate potential impacts to less than significant based on either the Secretary of the Interior's Standards described in Mitigation Measure CUL-1 (if the site is historic) or the provisions of Public Resources Code Section 21083.2 (if a unique archaeological site).</p>	<p>A qualified archeologist shall complete a site-specific cultural resources study.</p> <p>If resources are identified and cannot be avoided, treatment plans will be developed to mitigate impacts to less than significant, as specified.</p>	<p>Simultaneously with a project application submittal.</p>	<p>Qualified archaeologist retained by the project sponsor(s).</p>	<p>CDD STATUS COMPLETE: The cultural resource evaluation, prepared by Archeological Resource Management, dated March 27, 2017, concludes that the proposed project will have no impact on cultural resources.</p>
<p>Mitigation Measure CUL-2b: Should any archaeological artifacts be found during construction, all construction activities within 50 feet shall immediately halt and the City must be notified. A qualified archaeologist shall inspect the findings within 24 hours of the discovery. If the resource is determined to be a historical resource or unique resource, the archaeologist shall prepare a plan to identify, record, report, evaluate, and recover the resources as necessary, which shall be implemented by the developer. Construction within the area of the find shall not recommence until impacts on the historical or unique archaeological resource are mitigated as described in Mitigation Measure CUL-2a above. Additionally, Public Resources Code Section 5097.993 stipulates that a project sponsor must inform project personnel that collection of any Native American artifact is prohibited by law.</p>	<p>If any archaeological artifacts are discovered during demolition/construction, all ground disturbing activity within 50 feet shall be halted immediately, and the City of Menlo Park Community Development Department shall be notified within 24 hours.</p> <p>A qualified archaeologist shall inspect any archaeological artifacts found during construction and if determined to be a resource shall prepare a plan meeting the specified standards which shall be implemented by the project sponsor(s).</p>	<p>Ongoing during construction.</p>	<p>Qualified archaeologist retained by the project sponsor(s).</p>	<p>CDD</p>

EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
<p>Impact CUL-4: Implementation of the Plan may cause disturbance of human remains including those interred outside of formal cemeteries. (Potentially Significant)</p> <p>Mitigation Measure CUL-4: If human remains are discovered during construction, CEQA Guidelines 15064.5(e)(1) shall be followed, which is as follows:</p> <p>* In the event of the accidental discovery or recognition of any human remains in any location other than a dedicated cemetery, the following steps should be taken:</p> <ol style="list-style-type: none"> 1) There shall be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent human remains until: <ol style="list-style-type: none"> a) The San Mateo County coroner must be contacted to determine that no investigation of the cause of death is required; and b) If the coroner determines the remains to be Native American: <ol style="list-style-type: none"> 1. The coroner shall contact the Native American Heritage Commission within 24 hours; 2. The Native American Heritage Commission shall identify the person or persons it believes to be the most likely descended from the deceased Native American; 3. The most likely descendant may make recommendations to the landowner or the person responsible for the excavation work, for means of treating or disposing of, with appropriate dignity, the human remains and any associated grave goods as provided in Public Resources Code Section 5097.98; or <p>2) Where the following conditions occur, the landowner or his authorized representative shall rebury the Native American human remains and associated grave goods with appropriate dignity on the property in a location not subject to further subsurface disturbance.</p> <ol style="list-style-type: none"> a) The Native American Heritage Commission is unable to identify a most likely descendant or the most likely descendant failed to make a recommendation within 48 hours after being notified by the Commission. b) The descendant identified fails to make a recommendation; or c) The landowner or his authorized representative rejects the recommendation of the descendant, and the mediation by the Native American Heritage Commission fails to provide 	<p>If human remains are discovered during any construction activities, all ground-disturbing activity within the site or any nearby area shall be halted immediately, and the County coroner must be contacted immediately and other specified procedures must be followed as applicable.</p>	<p>On-going during construction</p>	<p>Qualified archeologist retained by the project sponsor(s)</p>	<p>CDD</p>

EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
GREENHOUSE GASES AND CLIMATE CHANGE				
<p>Impact GHG-2: The Specific Plan could conflict with applicable plans, policies or regulations of an agency with jurisdiction over the Specific Plan adopted for the purpose of reducing the emissions of GHGs. (Significant)</p>				
<p>Mitigation Measure GHG-2a: All residential and/or mixed use developments of sufficient size to require LEED certification under the Specific Plan shall install one dedicated electric vehicle/plug-in hybrid electric vehicle recharging station for every 20 residential parking spaces provided. Per the Climate Action Plan the complying applicant could receive incentives, such as streamlined permit processing, fee discounts, or design templates.</p>	<p>Install one dedicated electric vehicle/plug-in hybrid electric vehicle recharging station for every 20 residential parking spaces</p>	<p>Simultaneous with project application submittal</p>	<p>Project sponsor(s)</p>	<p>CDD STATUS TENTATIVE COMPLIANCE: project is required to provide one electric vehicle charging station, and the project currently proposes two stations.</p>

EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Part
HAZARDOUS MATERIALS				
<p>Impact HAZ-1: Disturbance and release of contaminated soil during demolition and construction phases of the project, or transportation of excavated material, or contaminated groundwater could expose construction workers, the public, or the environment to adverse conditions related to hazardous materials handling. (Potentially Significant)</p>				
<p>Mitigation Measure HAZ-1: Prior to issuance of any building permit for sites where ground breaking activities would occur, all proposed development sites shall have a Phase I site assessment performed by a qualified environmental consulting firm in accordance with the industry required standard known as ASTM E 1527-05. The City may waive the requirement for a Phase I site assessment for sites under current and recent regulatory oversight with respect to hazardous materials contamination. If the Phase I assessment shows the potential for hazardous releases, then Phase II site assessments or other appropriate analyses shall be conducted to determine the extent of the contamination and the process for remediation. All proposed development in the Plan area where previous hazardous materials releases have occurred shall require remediation and cleanup to levels established by the overseeing regulatory agency (San Mateo County Environmental Health (SMCEH), Regional Water Quality Control Board (RWQCB) or Department of Toxic Substances Control (DTSC) appropriate for the proposed new use of the site. All proposed groundbreaking activities within areas of identified or suspected contamination shall be conducted according to a site specific health and safety plan, prepared by a licensed professional in accordance with Cal/OHSA regulations (contained in Title 8 of the California Code of Regulations) and approved by SMCEH prior to the commencement of groundbreaking.</p>	<p>Prepare a Phase I site assessment.</p> <p>If assessment shows potential for hazardous releases, then a Phase II site assessment shall be conducted.</p> <p>Remediation shall be conducted according to standards of overseeing regulatory agency where previous hazardous releases have occurred.</p> <p>Groundbreaking activities where there is identified or suspected contamination shall be conducted according to a site-specific health and safety plan.</p>	<p>Prior to issuance of any grading or building permit for sites with groundbreaking activity.</p>	<p>Qualified environmental consulting firm and licensed professionals hired by project sponsor(s)</p>	<p>CDD STATUS COMPLETE: An Environmental Site Assessment Phase I was prepared by ICES, dated August 29, 2016, no potential hazardous releases were identified and a Phase II is not required.</p>
<p>Impact HAZ-3: Hazardous materials used on any individual site during construction activities (i.e., fuels, lubricants, solvents) could be released to the environment through improper handling or storage. (Potentially Significant)</p>				
<p>Mitigation Measure HAZ-3: All development and redevelopment shall require the use of construction Best Management Practices (BMPs) to control handling of hazardous materials during construction to minimize the potential negative effects from accidental release to groundwater and soils. For projects that disturb less than one acre, a list of BMPs to be implemented shall be part of building specifications and approved of by the City Building Department prior to issuance of a building permit.</p>	<p>Implement best management practices to reduce the release of hazardous materials during construction.</p>	<p>Prior to building permit issuance for sites disturbing less than one acre and ongoing during construction for all project sites</p>	<p>Project sponsor(s) and contractor(s)</p>	<p>CDD</p>

EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
NOISE				
<p>Impact NOI-1: Construction activities associated with implementation of the Specific Plan would result in substantial temporary or periodic increases in ambient noise levels in the Specific Plan area above levels existing without the Specific Plan and in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies. (Potentially Significant)</p>				
<p><i>Mitigation Measure NOI-1a:</i> Construction contractors for subsequent development projects within the Specific Plan area shall utilize the best available noise control techniques (e.g., improved mufflers, equipment redesign, use of intake silencers, ducts, engine enclosures, and acousticallyattenuating shields or shrouds, etc.) when within 400 feet of sensitive receptor locations. Prior to demolition, grading or building permit issuance, a construction noise control plan that identifies the best available noise control techniques to be implemented, shall be prepared by the construction contractor and submitted to the City for review and approval. The plan shall include, but not be limited to, the following noise control elements:</p> <ul style="list-style-type: none"> * Impact tools (e.g., jack hammers, pavement breakers, and rock drills) used for construction shall be hydraulically or electrically powered wherever possible to avoid noise associated with compressed air exhaust from pneumatically powered tools. However, where use of pneumatic tools is unavoidable, an exhaust muffler on the compressed air exhaust shall be used; this muffler shall achieve lower noise levels from the exhaust by approximately 10 dBA. External jackets on the tools themselves shall be used where feasible in order to achieve a reduction of 5 dBA. Quieter procedures shall be used, such as drills rather than impact equipment, whenever feasible; * Stationary noise sources shall be located as far from adjacent receptors as possible and they shall be muffled and enclosed within temporary sheds, incorporate insulation barriers, or other measures to the extent feasible; and 	<p>A construction noise control plan shall be prepared and submitted to the City for review. Implement noise control techniques to reduce ambient noise levels.</p>	<p>Prior to demolition, grading or building permit issuance Measures shown on plans, construction documents and specification and ongoing through construction</p>	<p>Project sponsor(s) and contractor(s)</p>	<p>CDD</p>

EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Part
<p>* When construction occurs near residents, affected parties within 400 feet of the construction area shall be notified of the construction schedule prior to demolition, grading or building permit issuance. Notices sent to residents shall include a project hotline where residents would be able to call and issue complaints. A Project Construction Complaint and Enforcement Manager shall be designated to receive complaints and notify the appropriate City staff of such complaints. Signs shall be posted at the construction site that include permitted construction days and hours, a day and evening contact number for the job site, and day and evening contact numbers, both for the construction contractor and City representative(s), in the event of problems.</p>				
<p><i>Mitigation Measure NOI-1c:</i> The City shall condition approval of projects near receptors sensitive to construction noise, such as residences and schools, such that, in the event of a justified complaint regarding construction noise, the City would have the ability to require changes in the construction control noise plan to address complaints.</p>	<p>Condition projects such that if justified complaints from adjacent sensitive receptors are received, City may require changes in construction noise control plan.</p>	<p>Condition shown on plans, construction documents and specifications. When justified complaint received by City.</p>	<p>Project sponsor(s) and contractor(s) for revisions to construction noise control plan.</p>	<p>CDD</p>
<p>Impact NOI-3: The Specific Plan would introduce sensitive receptors to a noise environment with noise levels in excess of standards considered acceptable under the City of Menlo Park Municipal Code. (Potentially Significant)</p>				
<p><i>Mitigation Measure NOI-3:</i> Interior noise exposure within homes proposed for the Specific Plan area shall be assessed by a qualified acoustical engineer to determine if sound rated walls and windows would be required to meet the Title 24 interior noise level standard of 45 dBA, Ldn. The results of each study shall be submitted to the City showing conceptual window and wall assemblies with Sound Transmission Class (STC) ratings necessary to achieve the noise reductions for the project to satisfy the interior noise criteria within the noise environment of the Plan area.</p>	<p>Interior noise exposure assessed by qualified acoustical engineer and results submitted to City showing conceptual window and wall assemblies necessary to meet City standards.</p>	<p>Simultaneous with submittal for a building permit.</p>	<p>Project sponsors(s) and contractor(s)</p>	<p>CDD STATUS COMPLETE: An Acoustic Report prepared by MWA dated March 16, 2017, and concluded the residential area would have interior noise levels consistent with Title 24 noise levels.</p>
<p>TRANSPORTATION, CIRCULATION AND PARKING</p>				
<p>Impact TR-1: Traffic from future development in the Plan area would adversely affect operation of area intersections. (Significant)</p>				
<p><i>Mitigation Measures TR-1a through TR-1d:</i> (see EIR for details)</p>	<p>Payment of fair share funding.</p>	<p>Prior to building permit issuance.</p>	<p>Project sponsor(s)</p>	<p>PW/CDD</p>

EI Camino Real/Downtown Mitigation Monitoring and Reporting Program

Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
<p>Impact TR-2: Traffic from future development in the Plan area would adversely affect operation of local roadway segments. (Significant)</p> <p><i>Mitigation Measure TR-2:</i> New developments within the Specific Plan area, regardless of the amount of new traffic they would generate, are required to have in-place a City-approved Transportation Demand Management (TDM) program prior to project occupancy to mitigate impacts on roadway segments and intersections. TDM programs could include the following measures for site users (taken from the C/CAG CMP), as applicable:</p> <ul style="list-style-type: none"> * Commute alternative information; * Bicycle storage facilities; * Showers and changing rooms; * Pedestrian and bicycle subsidies; * Operating dedicated shuttle service (or buying into a shuttle consortium); * Subsidizing transit tickets; * Preferential parking for carpools; * Provide child care services and convenience shopping within new developments; * Van pool programs; * Guaranteed ride home program for those who use alternative modes; * Parking cashout programs and discounts for persons who carpool, vanpool, bicycle or use public transit; * Imposing charges for parking rather than providing free parking; * Providing shuttles for customers and visitors; and/or * Car share programs. 	<p>Develop a Transportation Demand Management program.</p>	<p>Submit draft TDM program with building permit. City approval required before permit issuance. Implementation prior to project occupancy.</p>	<p>Project sponsor(s)</p>	<p>PW/CDD IN PROGRESS: A TDM Plan was prepared by TDM Specialists INC, dated September 26, 2011</p>
<p>Impact TR-7: Cumulative development, along with development in the Plan area, would adversely affect operation of local intersections. (Significant)</p>				
<p><i>Mitigation Measures TR-7a through TR-7n:</i> (see EIR for details)</p>	<p>Payment of fair share funding. (The fee is calculated at \$393.06 per PM peak hour vehicle trip. The supplemental TIF is updated annually.)</p>	<p>Prior to building permit issuance.</p>	<p>Project sponsor(s)</p>	<p>PW/CDD</p>
<p>Impact TR-8: Cumulative development, along with development in the Plan area would adversely affect operation of local roadway segments. (Significant)</p>				



840 MENLO AVENUE

TRANSPORTATION DEMAND MANAGEMENT PLAN
TRANSPORTATION ACTION PLAN

December 5, 2016

Revised September 26, 2017

COMMUNITY CONNECTIVITY

The project will become a pedestrian-friendly, bicycle and transit-oriented mixed-use project that embraces Menlo Park’s goals and policies. Some of the pedestrian and transit-oriented design features include orienting the building toward transit stops and tying into adjacent bicycle and pedestrian circulation facilities.



Very Walkable

Most errands can be accomplished on foot.

According to WalkScore.com, this project location scores an 89 out of 100 for walkability. This type of connectivity provides a high-level of pedestrian, bicycle and transit access for the project.

PEDESTRIAN AMENITIES

Safe, convenient and well-lit pedestrian paths surround the project and will provide the most direct route to the nearest shuttle or transit connection from the project.

Lighting, landscaping, and building orientation will be designed to enhance pedestrian safety. The creation of a pedestrian-oriented environment ensures access between public areas and private development while strengthening pedestrian and bicycle connections.

Pedestrian continuity will also be enhanced by:

- Recessing door and window features of the building to further the walkable area of the sidewalks.
- Incorporating landscaped areas to serve visitors and passersby at the entry to the building.
- Installing planters on the property adjacent to the public right-of-way.



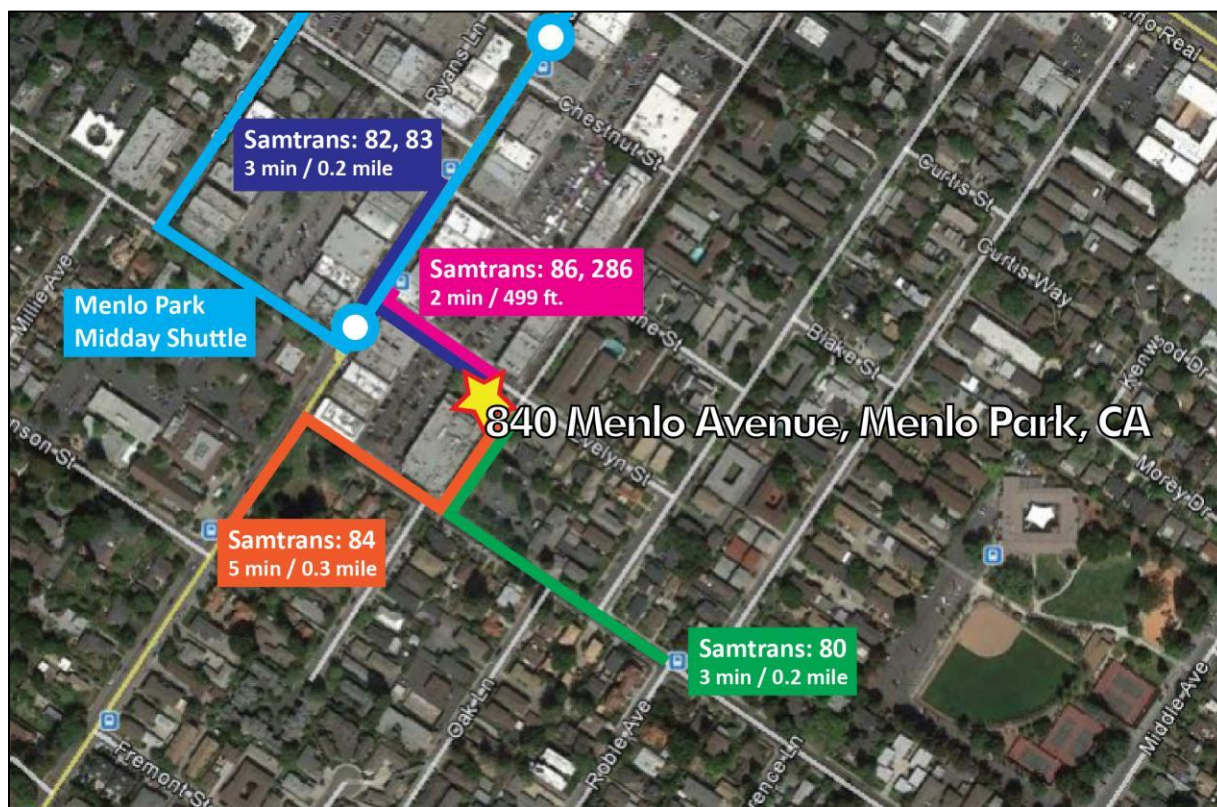
TRANSIT PROXIMITY

The 840 Menlo Avenue project will be located within walking distance (measured from the main building entrance) of the existing Menlo Park Caltrain commuter rail station. Proximity to this station meets the LEED criteria because it is located approximately 0.50 mile (a ten-minute walk) from the project. There are seven SamTrans transit resources within the same distance.

An advantage of this project is its very proximity to local SamTrans bus transit services. Also, the free local Menlo Park Midday Shuttle is located within an easy walking distance from the site.

Transit services total more than 34 trips per day, providing good transit connectivity for future employees and residents at the site. Five of the six local SamTrans bus routes connect with the Menlo Park Caltrain Station as does the Midday Shuttle. A transit access table, shown on page 3, identifies the number of transit trips provided for occupants of the project.

Walking Route Map to Transit



840 Menlo Avenue Transit Resources

Route #	Span of Service	Trips/ Weekday	Communities Served
80* Samtrans	5 Days/Week 1:51 pm ⁺ & 3:21 pm	2	Oak Knoll School, Middle/University, Roble/University , Santa Cruz/Elder
82* Samtrans	5 Days/Week Menlo Park Caltrain 8:00 am	3	Bay/Marsh, Bay/Harmon, Coleman/Menlo Oaks, Santa Monica/San Andreas, Merrill/Santa Cruz, Crane/Santa Cruz , Hillview School, Laurel/Glenwood, Middlefield/ Santa Margarita
83* Samtrans	5 Days/Week Menlo Park Caltrain 7:53 am & 7:58 am	6	Bay/Ringwood, Bay/Menlo Oaks, Durham/Laurel, Marmona/Robin, Merrill/Santa Cruz, Crane/Santa Cruz , Hillview School, Laurel/Glenwood
84* Samtrans	5 Days/Week Menlo Park Caltrain 8:03 am	3	Encinal/Middlefield, Middlefield/Lane, Merrill/ Santa Cruz, Santa Cruz/Johnson , Hillview School, Laurel/Glenwood, Middlefield/Santa Margarita
86* Samtrans	5 Days/Week Menlo Park Caltrain 7:28 am** - 3:29 pm	4	Indian Crossing, La Mesa/Alpine, Sharon Park/ Sharon, Santa Cruz/Merrill, Santa Cruz/Evelyn , Menlo Atherton High
286 Samtrans	5 Days/Week Menlo Park Caltrain 7:16 am - 4:59 pm	8	Monte Rosa/Eastridge, Santa Cruz/Evelyn , Menlo Park Caltrain, Ringwood/Arlington
Menlo Park Midday Shuttle	5 Days/Week Menlo Park Caltrain 10:06 am - 2:47 pm	10	Menlo Park Senior Center, Belle Haven Library, V.A. Medical Library, Glenwood, Crane Place/Menlo Clinic, Santa Cruz Ave/El Camino Real, Menlo Park Caltrain Station, Safeway, Little House , Partridge/Kennedy, Macy's, Crate & Barrel, Lytton & Alma
Total Transit Trips/Weekday		34	

* School-day Only - check www.samtrans.com for correct days and times


All buses and trains are lift equipped for handicapped, elderly, or those in need.

TRANSIT TRIP PLANNING RESOURCES

Online transit trip planning services are a useful tool for planning public transit trips. Regionally, 511.org services the greater San Francisco Bay Area. 511.org is a useful tool for planning public transit trips. It can build an itinerary that suits the need of the transit user.

The itinerary identifies the fastest commute with the least amount of transfers or the cheapest fares. The 511 trip planner, by default, will generate the fastest itinerary between the origin and destination. This free service can be found online at <http://511.org/>.

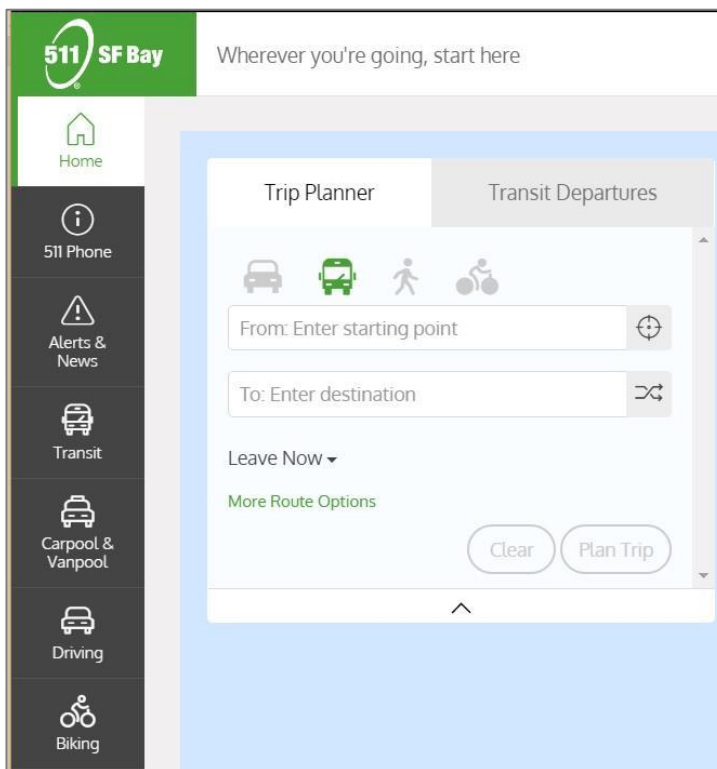
Other Transit Resources include online applications and mobile device applications.

 **Dadnab** Dadnab.com enables commuters to plan transit trips in the Bay Area using text messaging from a mobile phone by converting information from the 511 transit Trip planner to a text message. By sending a text

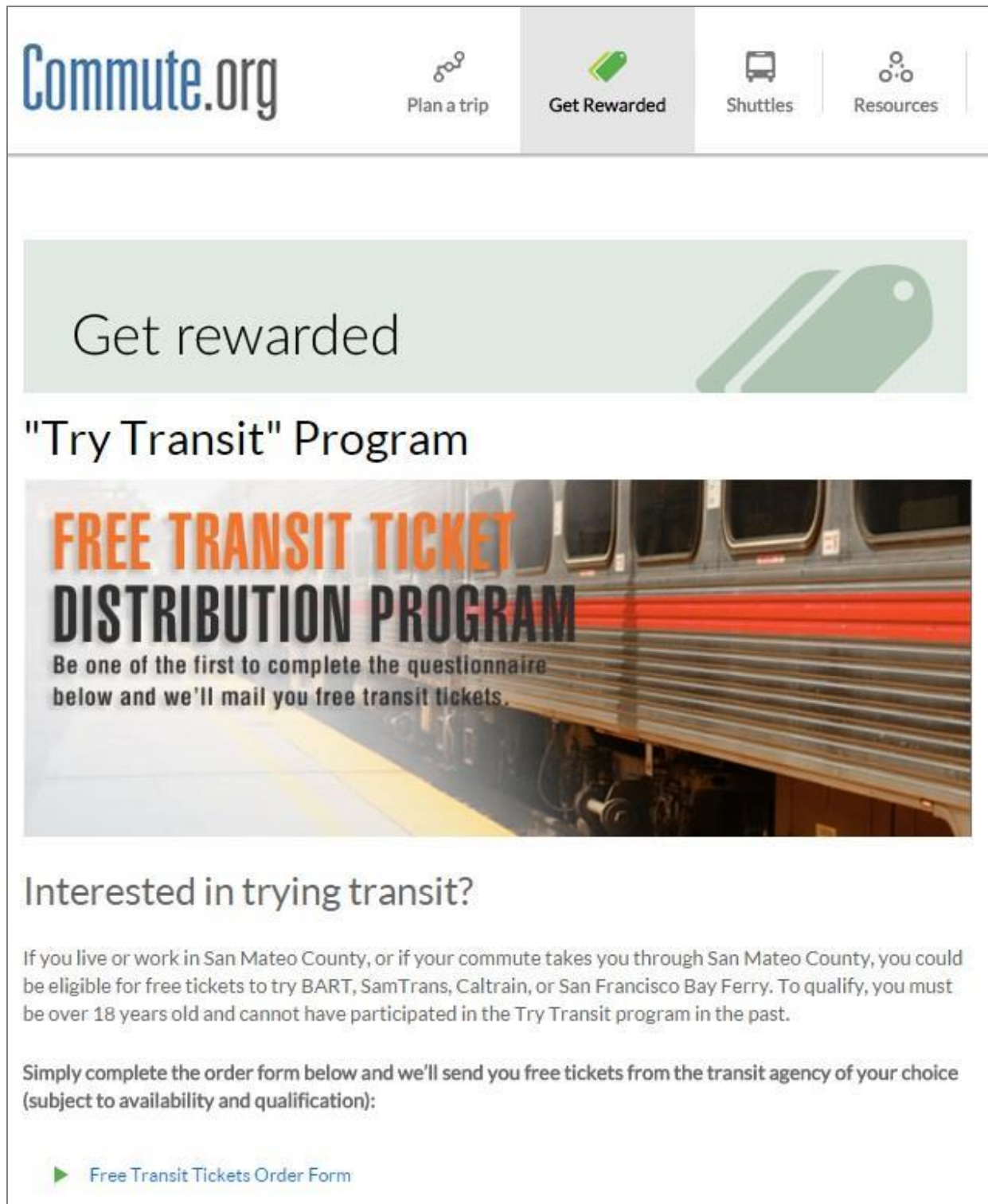
message with origin, destination and optional arrival or departure time, Dadnab’s reply will tell commuters what buses or trains to take at which locations and times.

Google has also collaborated with select regional transit agencies to provide a public transit planner for riders of VTA, SamTrans, AC Transit and BART. This free service can be found online at www.google.com/transit.

Commute.org also offers a “Try Transit” incentive program.¹ All employees who live or work in San Mateo County, or commute through San Mateo County, are could be eligible for free tickets to try BART, SamTrans, or Caltrain. This try transit offer is a per person, one-time only incentive. An image of the try transit incentive application is shown on page 5.



¹ <http://www.commute.org/get-rewarded/free-transit-tickets>



The screenshot shows the Commute.org website interface. At the top left is the logo 'Commute.org'. To its right are four navigation buttons: 'Plan a trip' (with a magnifying glass icon), 'Get Rewarded' (with a green tag icon and highlighted in grey), 'Shuttles' (with a bus icon), and 'Resources' (with a network icon). Below the navigation bar is a large green banner with the text 'Get rewarded' and a large green tag icon. Underneath the banner is the heading '"Try Transit" Program'. Below the heading is a promotional image of a train with the text 'FREE TRANSIT TICKET DISTRIBUTION PROGRAM' in large, bold letters. Below the image, it says 'Be one of the first to complete the questionnaire below and we'll mail you free transit tickets.' Below this is the heading 'Interested in trying transit?'. The main text explains eligibility: 'If you live or work in San Mateo County, or if your commute takes you through San Mateo County, you could be eligible for free tickets to try BART, SamTrans, Caltrain, or San Francisco Bay Ferry. To qualify, you must be over 18 years old and cannot have participated in the Try Transit program in the past.' Below this is another line of text: 'Simply complete the order form below and we'll send you free tickets from the transit agency of your choice (subject to availability and qualification):'. At the bottom is a blue link with a right-pointing triangle icon: 'Free Transit Tickets Order Form'.

BICYCLE AMENITIES

Bicycle Storage – Long-Term and Short-Term

In total, eleven Class I and Class II secure bicycle parking facilities will be provided on-site, at no charge for bicycle commuters.

If tenants want to expand bike parking resources for their employees, Commute.org offers a 50 percent reimbursement program (up to \$500 per unit) toward the total cost of purchasing and installing bicycle parking facilities. A copy of the Bicycle Parking Reimbursement Program is provided as an attachment.

Long-Term Bicycle Parking

Eight Class I (long-term) secure and covered bicycle parking will include a secure bicycle room.

Short-Term Bicycle Parking

Three Class II secure bicycle racks will be “U racks” or equivalent and must secure the frame and both wheels. Racks will be located near the building entrance within constant visual range unless it is demonstrated that they create a public hazard.

BICYCLE RESOURCES

Bicycle commuters looking to commute by bike can view free resources available at <http://511.org/biking/commute/work>. The 511 system provides significant resources for bicycle commuters including:

- ◆ Free Bike Buddy matching
- ◆ Bicycle maps and trip planners
- ◆ Safe bicycle route mapping
- ◆ Location of lockers
- ◆ How to take your bike on public transit
- ◆ How to take your bike across Bay Area toll bridges
- ◆ How to ride safely in traffic
- ◆ Tips on commuting
- ◆ Tips for bike selection
- ◆ Links to bicycle organizations
- ◆ Bike to Work Day



Commute.org also offers employees a free bicycle safety workshop at the employer’s site. This presentation covers bicycle safety information, trip planning, and biking smart options.

Employers can request, from Commute.org, a free presentation at their convenience.

PARKING MANAGEMENT

The willingness to participate in employee ridesharing and the measurable level of actual participation is directly linked to parking convenience and availability.

Clean-fuel/EV/Carpool and Vanpool Designations

Preferential parking spaces are an excellent incentive that sends a clear message to employees that alternative transportation is not only important but also provides benefits to those who use it.



There will be a designated clean-fuel/electric, carpool or vanpool vehicle parking space. Striping on the parking pavement may read “CLEAN AIR VEHICLE/CARPOOL PARKING” or another similar language.

Preferential Parking Space Placement

One effective means of encouraging employees to carpool, vanpool and use a clean-fuel vehicle is to reserve the preferred parking spaces (premium, convenient locations close to buildings in the shade or within 100 feet of building entrances) for the exclusive use of carpool, vanpool, and clean-fuel vehicles.

TRANSPORTATION MANAGEMENT ASSOCIATION

Employers have oversight and control of commuter benefits and employee communications about alternative transportation. Commute programs and benefits should be presented to the employees in a comprehensive and proactive manner along with other employee programs. Examples include employee orientation forums, lunch and learn presentations, employee newsletters, management bulletins, e-mails, and related activities.

Commute.org Employer Resources

Commute.org is available to help employers and property managers develop or enhance their commuter programs. The goal is to encourage employees and tenants to make smart transportation choices: carpooling; vanpooling; taking a bus, train, shuttle or ferry; biking; and walking. Programs Representatives are available - at no cost - to aid employers with all Commute.org (and 511.org) programs. The Commute.org representative contact for projects in Menlo Park is shown at the right.

Below is a list of program services and resources available from Commute.org for employers at the 840 Menlo Avenue site.

Free Services for Employers

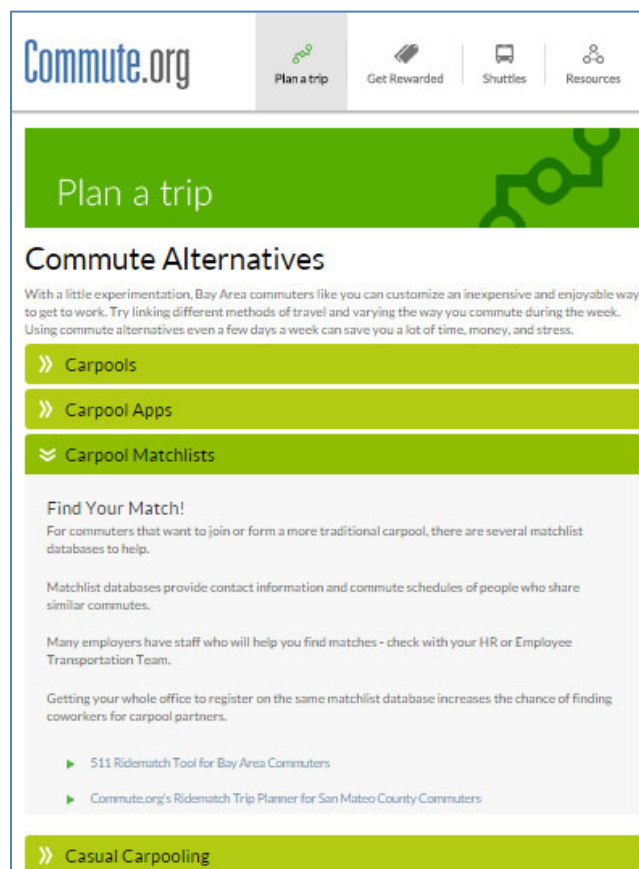
- Employee commute program consultation
- Employee transportation coordinator (ETC) training
- Free commuter resources kiosks
- Regional and local commuter-related ordinance support
- Company relocation commute assistance
- Employee commute surveys
- On-site bicycle safety education
- Bicycle parking rebate program
- Telework program-building
- Customized marketing materials

CARPOOL AND VANPOOL RESOURCES

Carpooling and vanpooling will be supported by the project. The regional and local rideshare program provide individuals with a computerized list of other commuters near their employment and residential ZIP code, along with the closest cross street, phone number and hours commuters are available to commute to and from work.

The prospective carpooler will also be given a list of existing carpools and vanpools from their residential area that they may be able to join should vacancies exist. To the right is a sample screen shot of this online ride-matching resource.

Commute.org also offers a carpool incentive program.² Employees who form a new carpool with two or more people or add a new member to an existing



² <http://www.commute.org/get-rewarded/apply-for-carpool-incentives>

carpool can each receive a \$50 carpool incentive. An image of the carpool incentive application is shown below.

Carpool Advantages for Employers

- No cost program for employers
- Reduce traffic congestion
- Alleviate employee stress and expense
- Improve employee morale
- Use as a recruitment and retention tool

Carpool Advantages for Employees

- \$50 gift card for two months of carpooling
- Enjoy a travel companion to and from work
- Share commute costs with other passengers
- Utilize most HOV lanes with 2 or 3 passengers
- Take advantage of preferential parking at many employer sites
- Reduce commute time and stress

The image shows a screenshot of a web application form for Commute.org. At the top left is the Commute.org logo. To its right is the text 'REIMAGINE THE COMMUTE' with five icons representing different transportation modes: a car, a bus, a bicycle, a carpool, and a person walking. Below the logo and text is a welcome message: 'Welcome to the Commute.org Carpool Incentive Program Application (Powered by VistaShare). Please fill out the form by answering each question appropriately. When you are done, click the Submit button to save and submit your answers.' This is followed by a section titled 'In order to be eligible for this program, you must meet the following criteria:' with four numbered points: 1. Have never received the Carpool Incentive before. 2. Be at least 18 years old; live or work in San Mateo County - or - have a commute that goes through San Mateo County. 3. Form a NEW carpool (less than one year old with two or more people over the age of 18), or 4. Join an existing carpool as a NEW member. Below the criteria is a bold instruction: 'Do not complete the application if you do not meet the eligibility requirements.' Underneath is a note in orange text: 'Please note that the maximum Carpool Incentive that can be awarded is \$50 effective 7/1/2016.' At the bottom of the form are three input fields labeled 'First Name', 'Last Name', and 'Email Address'.

PROJECT AMENITIES

Amenities provide employees with a full-service work environment. Eliminating or reducing the need for an automobile to make midday trips increases non-drive-alone rates. Many times,

employees perceive their dependence upon the drive-alone mode because of errands and activities they must carry out in different locations. By reducing this dependence through the provision of services and facilities at the work site, an increase in alternative mode usage for commute-based trips should be realized. A list of on-site amenities for the project may include:

On-site Amenities

- Secure bicycle parking and racks
- Clean-fuel/EV/Carpool and vanpool parking
- Commuter Resources flier

Nearby Amenities

- Restaurants, cafes/delis, coffee
- Shipping and postal services
- Daycare and preschool
- Car sharing opportunities
- Retail, grocery, personal services and gifts
- Fitness, entertainment, health, and beauty
- Banks and ATM

The graphic is a rectangular box with a light brown header containing the text "840 MENLO AVE. COMMUTER PROGRAMS" in white. Below the header, the text "COMMUTER SUPPORT – Find transportation and commuter information below." is centered. The main content is organized into four quadrants, each with a title and a list of links:

- Top Left: Transit and Shuttle Services**
 - [Menlo Park FREE Midday Shuttle Service](#)
 - [Menlo Park Caltrain Station Map](#)
 - [Menlo Park Caltrain Real Time Mobile Tracking](#)
 - [SamTrans Routes to/from Caltrain](#)
 - [Free Trial Transit Passes](#)
 - [Transit Trip Planner](#)
 - [511 Transit Trip Tracker](#)
- Top Right: Carpool, Vanpool, and Ride-Matching Services**
 - University Circle [Scoop](#) Carpool Incentive
 - Drivers receive a \$2 extra reward for every trip
 - Passengers receive a \$2 discount for every trip
 - [Other Regional Carpool Matching apps](#)
 - [Commuter.org \\$50 Carpool Incentive](#)
 - [511.org Carpool Rewards](#)
 - [511.org Vanpool Program](#)
 - [Commuter.org Vanpool Incentives](#)
- Bottom Left: Bicycle Parking and Facilities**
 - Secure Bicycle Parking ([registration form](#))
 - [San Mateo County Bike Map](#)
 - [Santa Clara County Bikeways Map](#)
 - [Regional City Bike Maps](#)
 - [Find a Bike Buddy to share the ride](#)
 - [511.org BikeMapper 3.1 BETA](#)
 - [Silicon Valley Bicycle Coalition](#)
 - [Bicycle Resource Guide](#)
- Bottom Right: Commuter Incentives and Services**
 - Commuter.org [Commuter Rewards](#)
 - 511.org [Commuter Rewards](#)
 - Bay Area [Spare the Air Alert Notices](#)
 - Menlo Park [Commuter Assistance](#)

VEHICLE TRIP GENERATION

The 840 Menlo Avenue project is a proposed, small mixed-use building consisting of enclosed at-grade parking, second-floor office space, and three residential condominiums on the third floor. The project provides 13 parking stalls. The garage entrance is located off Evelyn Street.

The 840 Menlo Avenue project will utilize pedestrian and bicycle-friendly urban design features, is well-located near mass transit and shopping, and incorporates air quality features such as an electric charging station and bicycle storage.

Conditions of approval for the 840 Menlo Avenue project include a requirement to assess the level of vehicle trips generated by the project and determine the level of significance of net new peak-hour vehicle trips. It was determined that the project does not incur significant levels of new peak-hour trips. No formal traffic assessment was prepared for this small project. However, using Institute of Transportation Engineers (ITE), Trip Generation, 9th Edition resources, the project estimated the site to generate eleven trips (nine in and two out) during the AM peak hour, and twelve trips (three in and nine out) during the PM peak hour. Below is the trip generation table which shows the project’s estimated total peak-hour trips for the AM and PM periods.

Land Use	ITE Code	Size	Unit	Daily Trip Rates	Daily Trips	AM Peak Hour			PM Peak Hour				
						Pk-Hr Rate	Trips		Pk-Hr Rate	Trips			
							In	Out		Total	In	Out	Total
Proposed Land Use													
General Office Building	710	6.6	ksf	11.03	73	1.56	9	1	10	1.49	2	8	10
Condominium/Townhouse	230	3	du	5.81	17	0.44	0.3	1.1	1.3	0.52	1.0	0.9	1.6
Estimated Total Project Trips					90		9	2	11		3	9	12

Notes:

All rates are from: Institute of Transportation Engineers, *Trip Generation, 9th Edition*

1. Land Use Code 710: General Office Building (average rates, expressed in trips per 1,000 s.f.)

2. Land Use Code 230: Condominium/Townhouse (average rates, expressed in trips per dwelling unit)

MITIGATED PEAK-HOUR TRIPS

The project integrates several key Transportation Demand Management (TDM) measures that are consistent with the trip reduction guidelines adopted by the San Mateo City/County Association of Governments (C/CAG). Three of the TDM measures provide mitigation to offset the highest peak-hour number of vehicle trips. The table below shows 12 peak-hour trip credits that are generate by

these TDM measures. The TDM elements and programs, referenced by C/CAG’s guidelines, further support the City of Menlo Park’s goals to reduce vehicle trips.

TDM Measures	Quantity	Credit Ratio	Trip Credit
Bicycle Parking Storage - (8) class I & (3) class II	11	0.33	4
On-site and nearby amenities	1	3	3
Participation in Commute.org TMA	1	5	5
Total C/CAG Trip Credits			12



December 15, 2017

Kaitie Meador
Planning Division
701 Laurel Street
Menlo Park, CA 94025

RE: 840 Menlo Ave. Planning Commission Review – Logistics Layout Plan

To Whom It May Concern:

Please find attached the logistics plan for 840 Menlo Avenue in Menlo Park. In addition to the maps, we offer the following narratives:

MATERIAL STORAGE AND STAGING:

- We will not require any additional storage or staging outside the project area. Each subcontractor will store their materials offsite; materials will be delivered to the project on an as needed basis.
- There will not be the need for a field office trailer outside the property line.

PARKING

- Location and amount of plaza parking is subject to City review.

SIDEWALK CLOSURE ALONG EVELYN STREET

- We are requesting for the sidewalk along Evelyn Street to be closed permanently during the course of construction. The trees along Evelyn Street are scheduled to be removed, and will allow for the installation of a scaffolding and netting system.
- The scaffolding and netting system will serve as protection of the public and traffic from construction and debris, and shall also serve as a working platform for the construction of the structure. The location of the scaffolding and netting system is shown as green on the logistics map.



- Signage will be placed on the corner of Menlo and Evelyn, to notify and re-route pedestrians to the other side of the street. Another sign will also be placed on Evelyn Street. The location of the signage is shown in yellow on the logistics map.

MENLO AVENUE SIDEWALK

- We are requesting for overhead pedestrian protection system to be placed on the sidewalk along Menlo Avenue for the duration of the project.
- The pedestrian protection system will be constructed of scaffolding and planking on top of the structure, and a wood barricade on the inside vertical face of the scaffolding; separating the project from pedestrians and vehicle traffic.
- The location of the pedestrian protect is shown in blue on the logistics plan.

LANE CLOSURES AT EVELYN STREET

- We are requesting for one lane to be closed along Evelyn Street during concrete operations only. The duration of the lane closures will be between the hours of 8:00 AM and 6:00 PM (per City's Noises Ordinance) and will be reopened immediately after the concrete operation for that particular day is complete. Lane closures will be subject to City review.
- Flagmen will be placed on either side of the street to coordinate and direct vehicle traffic past the lane closure.
- Prior to any lane closures for concrete pours, we will apply for permitting and provide proper notification to the City of Menlo Park for approval.

Please call me at (650) 365-0699 x15 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Hayes".

Ken Hayes, AIA
Principal

CC: Charlie Troglia

840 Menlo Avenue
Menlo Park, CA

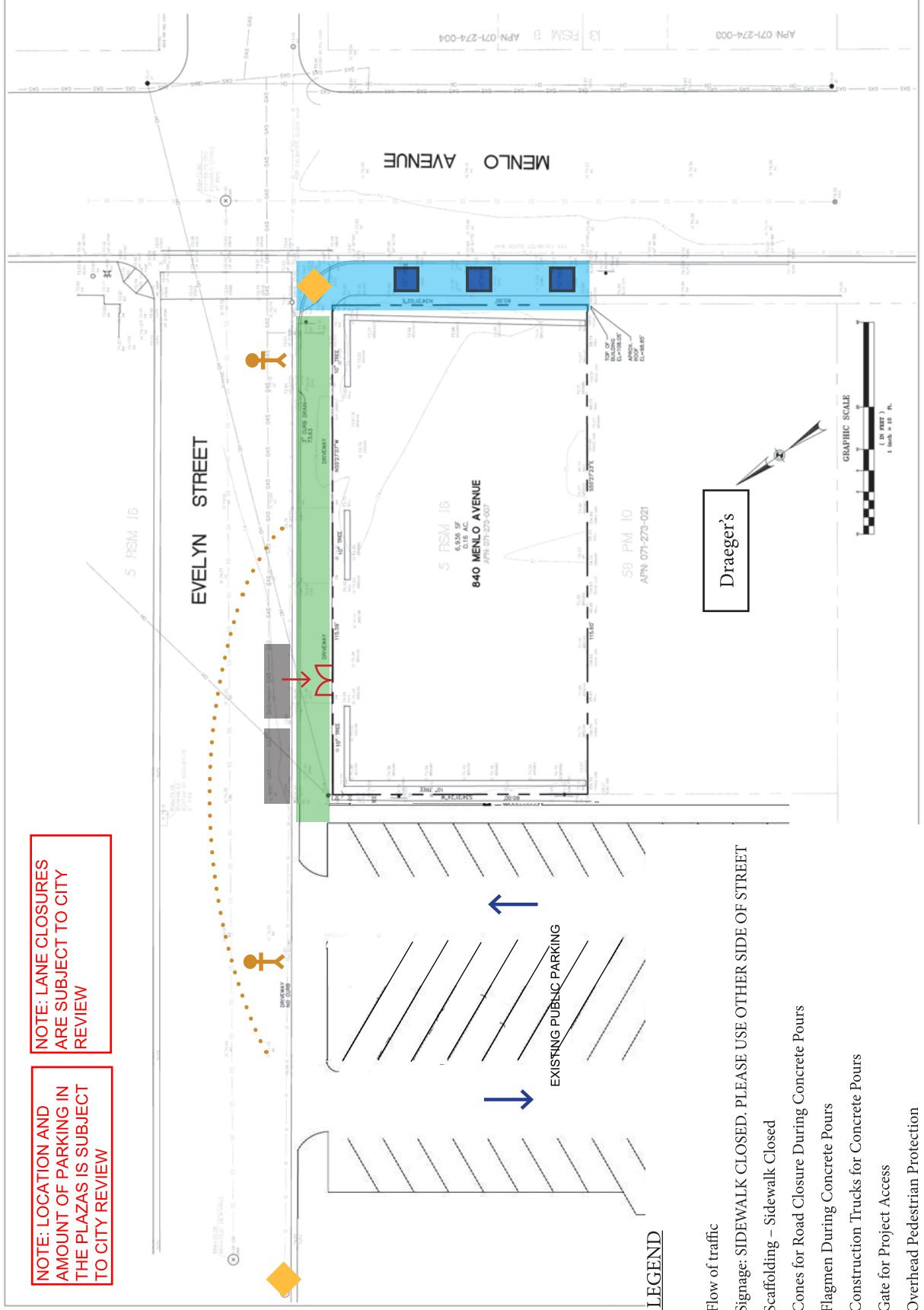
Construction Management Plan

9/28/2016



NOTE: LOCATION AND AMOUNT OF PARKING IN THE PLAZAS IS SUBJECT TO CITY REVIEW

NOTE: LANE CLOSURES ARE SUBJECT TO CITY REVIEW



LEGEND

- Flow of traffic
- Signage: SIDEWALK CLOSED. PLEASE USE OTHER SIDE OF STREET
- Scaffolding - Sidewalk Closed
- Cones for Road Closure During Concrete Pours
- Flagmen During Concrete Pours
- Construction Trucks for Concrete Pours
- Gate for Project Access
- Overhead Pedestrian Protection
- Tree Block-outs

<p>HAYES GROUP ARCHITECTS, INC. ARCHITECTS</p> <p>HAYES GROUP ARCHITECTS, INC. REDWOOD CITY, CA 94063 P: 650.365.0600 F: 650.365.0670 www.hayesgroup.com</p>	<p>PROJECT DESCRIPTION: 840 MENLO AVE</p> <p>840 MENLO AVE REDWOOD CITY, CA 94063 CA 94025</p>
	<p>DESCRIPTION: - PARKING 6/20/16</p>
	<p>SHEET REVISIONS:</p> <p>▽</p> <p>▽</p> <p>▽</p> <p>▽</p>
<p>DRAWING CONTENT:</p>	
<p>STAMP:</p>	
<p>BY: JOB NUMBER:</p> <p>SCALE:</p>	
<p><small>All drawings and written materials contained herein are the property of Hayes Group Architects, Inc. and shall remain the confidential, copyrighted work of Hayes Group Architects, Inc. No part of this drawing may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of Hayes Group Architects, Inc.</small></p> <p>DRAWING NUMBER:</p>	

2 Truck Plan





STAFF REPORT

Planning Commission

Meeting Date: 3/12/2018
Staff Report Number: 18-025-PC

Study Session: Study Session/Sagar Patel/1704 El Camino Real

Recommendation

Staff recommends that the Planning Commission use the study session to consider a presentation from the applicant, receive public comment, and provide individual feedback on the proposal to demolish an existing 28-room hotel and construct a new 70-room hotel at 1704 El Camino Real. The proposal will be subject to additional review at a future Planning Commission meeting.

Policy Issues

Study sessions provide an opportunity for Planning Commissioners and the public to provide feedback on the overall project. Study sessions should be considered on a case-by-case basis, with comments used to inform future consideration of the project. The Planning Commission will ultimately consider whether the required architectural control findings can be made for the proposal. For the study session, Planning Commissioners should provide feedback on the adequacy of the Public Benefit Bonus proposal, as well as on the design and other aspects of the proposed hotel.

Background

Site location

The subject property is located at 1704 El Camino Real, between Buckthorn Way and Stone Pine Lane, in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The property is primarily accessed via shared access easements over two separate parcels (1702 and 1706 El Camino Real), although a panhandle-like extension to Buckthorn Way also provides secondary service access. Using El Camino Real in a north to south orientation, adjacent parcels generally to the north and west of the subject site are also in the SP-ECR/D zoning district, and are developed with residential, office and personal service uses. The adjacent properties generally to the east and south of the subject site are zoned R-3 and developed with residential uses. The subject site is currently developed with a 28-room hotel. A location map is included as Attachment B.

Analysis

Project description

The applicant is proposing to demolish the existing hotel and construct a new 70-room, 3-story hotel and an underground parking level. The project would have guest rooms on all three levels, and the building entry and guest services, lobby, lounge, and dining would be located on the first floor at the west/El Camino Real-facing side of the building. The building would have an L-shape footprint with a north-facing courtyard with a pool. The rear portion of the building would step down to two stories facing the rear lot line, except for the stair tower at the northeast building corner, which would be a narrow three-story form.

The proposed site layout is designed with El Camino Real as the primary access, with a driveway leading to the hotel's main entrance and to the underground parking garage. A service and Fire District access driveway would take access from Buckthorn Way at the rear of the site. The proposal requires architectural control review by the Planning Commission, including consideration of a public benefit bonus for a higher Floor Area Ratio (FAR). The applicant is also requesting a variance to reduce the first floor height from the 15 feet that the Specific Plan requires for commercial projects, to 13 feet, in order to allow the structure to be less imposing and provide greater privacy to the surrounding residential properties. As part of the project, six heritage trees are proposed for removal.

When the project was first submitted, a variance from the 20-foot maximum front setback was also proposed for the purpose of retaining a heritage oak tree in the front of the parcel. However, after working with adjacent neighbors, the applicant revised the design of the hotel to provide greater privacy to the neighbors by moving the building closer to El Camino Real, which requires the removal of this heritage tree. In addition, as the design has been refined, the applicant has added a structurally-attached porte cochere at the front would have columns 19 feet, 11 inches from the front property line. The Planning Commission may consider whether this a significant enough element that the proposed hotel would be determined to not exceed the maximum front setback, in which case the front setback variance would be removed from the application. If the Planning Commission does not believe the porte cochere is a significant enough feature for the purposes of front setback measurements, staff recommends the Planning Commission provide direction on whether the primary building façade should be moved further towards El Camino Real, or if the variance request should be considered.

The proposed development would be at an approximately 1.1 FAR at the Public Benefit Bonus level, and would exceed the Base level density/intensity standards of 0.75 FAR in the ECR NE-L (El Camino Real North-East – Low Density) sub-district. The proposed building would adhere to the ECR NE-L sub-district height maximums, which have an overall limit of 38 feet, and a façade height of 30 feet for all façades, except interior side facades, as measured at the minimum setback.

Design and materials

The applicant initially submitted a proposal with a modern farmhouse style but revised the design after receiving input from neighboring property owners. The currently proposed structure's architectural character would be Spanish Eclectic given its main materials (smooth stucco body walls in off-white color with tan to taupe accent colors, and clay tile roofing). Some stylistic details such as the eave detail with a shaped cornice and half-round gutter, recessed windows, occasional arched openings, decorative dark brown metal railings, and shaped brackets also suggest Spanish architectural precedents.

In regards to some of the details, further design study and documentation would be helpful in creating a more cohesive architectural expression. Of note, the following could be considered for improvement:

- The decorative railings are added onto the wall face but do not simulate a Juliet style balcony well because there is no ledge or ledge with supporting corbels underneath nor a fuller metal balcony with wrought iron style supports to make it look like one could step out onto a balcony. A few well done false balconies may be better than a greater number that don't look authentic.
- The 8:12 roof pitches seem tall for the style and at the gable conditions give the forms a pointy emphasis. Using a 5:12 or at most 6:12 pitch would be more reflective of the architecture particularly at gables. At some locations the façade composition and building scale would likely improve if the roof plane extended forward and down over a projecting bay rather than adding a gable to the bay.
- The headers above the windows that extend sideways at the jamb sides could suggest a wood header,

- which is sometimes used in residential architecture or a larger timber header on a larger building in this style, but they are shown with white stucco. Deeply recessed windows may be a better choice.
- Where two or more vertically stacked windows are recessed in a larger opening, the space between the top of one window and the sill of the window above may be better treated as a non-stucco material, such as a simulated wood panel or decorative tile to reinforce the opening.
 - Dark brown windows would fit the style but green or blue are window colors also used in this architecture also that can be effective at giving some life to the façade in contrast with the white stucco. This option for better use of color should be considered.
 - The stone wainscot material (tiles to simulate honed limestone) and design don't seem to fit the architecture well. Terra cotta color tile with a cap trim for example might be better suited to the design.
 - A detail of the eave should be included for all major eave profiles (i.e. shaped cornices without beams or corbels, deeper overhangs with expressed beams or corbels etc.).
 - Where the upper floor projects out over the first floor there is no transitional wall shaping, corbels, or similar detailing found in this style under similar projecting wall conditions. It would be helpful to making the facades more cohesive to include stylistically typical wall transitions.
 - A few decorative elements, such as half columns between arched windows on the third floor above the front entry, some dramatic ironwork light fixtures, or similar types of details could enhance the character of the building.

Specific Plan standards and guidelines

Staff has conducted a preliminary review of the proposal with regard to the Specific Plan's detailed standards and design guidelines. The following Specific Plan standards and guidelines are not met by the current proposal and should be revised:

- E.3.3.02 (Height; Vertical Building Projections Standard): 42 feet would be the maximum height including parapets/mansards given the 38 foot maximum height limit. The corner tower element measures about 44 feet at its peak from natural grade.
- E.3.4.1 (Building Breaks): The maximum permitted distance between building breaks is 100 feet; therefore, the proposed west elevation would need to be reduced slightly to need exceed 100 feet. (The first floor west elevation is currently shown with a length of 100 feet, three inches.)
- E.3.4.2.01 (Minor Façade Modulation Standard): This standard applies to building facades "facing public rights-of-way." Staff believes the minor façade modulation standard could be interpreted to not apply to the proposal, since the unique panhandle nature of this particular lot means that the west elevation of the proposed hotel would be set back approximately 160 feet from the public right of way at El Camino Real. The Planning Commission may provide guidance that this standard applies, in which case the design would need to be revised. There are opportunities to have modulations between the entry and the tower and along the façade to the left of the entry. The modulation would need to occur top to bottom on the façade per Figure E10 on page E29 of the Specific Plan. Light elements like awnings could be considered separate from the façade, but solid building construction such as the proposed porte cochere would be considered part of the façade; therefore where it should occur is within the modulation or adjacent façade but not lap over the two zones as shown if at a modulation. As noted previously, the location of the porte-cochere may allow the proposed hotel to not exceed the maximum permitted front setback.
- E3.5.08 (Architectural Projections Guideline): This guideline states that architectural projections like canopies and awnings should be integrated with the ground floor and overall building design to break up

the mass, to add visual interest to the building, and provide shelter and shade. The porte-cochere does add a massing element to break up the mass and it does provide shelter and shade at the entry. The form does not seem well integrated with the ground floor or overall building design. It seems awkwardly placed on the façade and unrelated to the building massing due to functional requirements.

- E3.5.10 (Entry Design Guideline): This guideline states that entries should be prominent and visually distinctive from the rest of the façade with creative use of scale, materials, glazing, projecting or recessed forms, architectural details, color, and/or awnings. Similarly as discussed under E3.5.08 the entry is prominent but not seen as visually distinctive. The entry should highlight the building architecture with creative and well-scaled design and distinctive form, materials and detailing. The porte-cochere does not seem to have any of these elements and does not combine well with the tower form, which could be seen as part of the entry composition as seen from the street (i.e. it marks the entry).

Staff will continue to review the standards and guidelines as the project is refined, and additional comments/questions may be identified in the future.

Parking and circulation

The proposed development includes 60 underground parking spaces with the possibility of a valet parking system accommodating an additional 10 to 16 cars, for a total of 70 to 76 cars. The Specific Plan specifies a parking rate of 1.25 spaces per guest room for a full-service hotel, although the Transportation Manager may approve a lower rate for a limited-service hotel. The proposed parking rate could be appropriate for a limited-service hotel, although additional clarification on the proposed services provided on site need to be verified to determine if the proposed parking is sufficient. Additional information should also be provided on the proposed valet parking system.

Primary access would be through the easement/driveway connection to El Camino Real. Secondary service access would be along the rear lot line from Buckhorn Way. Guest drop-off would be under a canopy visible from ECR down the driveway. A three-story tower form with the “Hampton Inn” sign would be to the right of the entry canopy and also directly visible from El Camino Real (see plan sheet A13 for rendering).

Trees and landscaping

There are currently 16 trees on or near the project site. As currently proposed, all on-site trees would be removed, including six heritage trees. Trees #1 and #2 are heritage valley oaks, both of which are proposed for removal to accommodate the proposed development. Tree #2 is in poor health and was proposed for removal with the initial application submittal. Tree #1 was originally proposed to be retained; however, after receiving input from neighboring residential property owners, the applicant has revised the proposal to be closer to El Camino Real, resulting in a design that would require the removal of tree #1. Trees #11, #13 and #14 are tall Monterey pines forming a row along the eastern property line. The applicant’s arborist report (Attachment E) indicates that these trees are infested, at increasing levels, by red turpentine bark beetle. Replacement fern pines trees are proposed along this property line, as shown on Sheet L1.1. All removed heritage trees would be replaced at a ratio of two replacement trees for each tree removed.

Below Market Rate (BMR) Agreement

The proposed development would be subject to the City’s BMR requirement. The City may allow such a BMR requirement to be met in a number of ways, including on-site provision of a unit, off-site provision of a unit, or payment of an in lieu fee.

The proposed project would have a BMR requirement of 0.77 BMR units or an in lieu fee payment of

approximately \$256,248.40. The proposed project does not include a residential component, although the zoning designation for the subject site does allow residential uses. According to the applicant, the need to maximize allowable square footage for hotel uses for a financially viable hotel project on a relatively small infill site would limit the ability to develop residential units on site as part of the proposed project. In addition, the applicant indicates the Hampton Inn brand does not usually allow a development to be mixed use unless the site is in a high-density urban location and the two uses can be effectively separated. Therefore, the applicant is proposing to satisfy the project's BMR obligations through the payment of in lieu fees. On November 2, 2016, the Housing Commission unanimously recommended that the Planning Commission approve the proposed BMR proposal for the payment of in lieu fees, which would be adjusted to the in-lieu fees current at the time of building permit issuance.

Public Benefit Bonus

The Specific Plan establishes two tiers of development:

- **Base:** Intended to inherently address community goals, such as: encourage redevelopment of underutilized parcels, activate train station area and increase transit use, and enhance downtown vibrancy and retail sales. These standards were established through the iterative Community Workshop and Commission/Council review process, wherein precedent photographs, photomontages, sections, and sketches were evaluated for preferences, and simultaneously assessed for basic financial feasibility.
- **Public Benefit Bonus:** Absolute maximums subject to provision of negotiated public benefit, which can take the form of a Development Agreement. In particular, a public study session is required prior to a full application, and has to be informed by appropriate fiscal/economic analysis. The list of recommended public benefits was also expanded with public suggestions, and a process was established to review and revise the list over time.

The Public Benefit Bonus process, including background on how the structured negotiation process was selected relative to other procedural options, is described on Specific Plan pages E16-E17. Past Public Benefit Bonus approvals include the hotel conversion project at 555 Glenwood Avenue, the office project at 1010-1026 Alma Street, a hotel at 1400 El Camino Real, and the mixed-use Station 1300 project with office, residential, and community-serving uses.

Public benefit proposal

The applicant is proposing a hotel development, a use which has an inherent benefit of generating Transient Occupancy Tax (TOT) revenue for the City on an on-going basis. The Specific Plan does list "Hotel Facility" as one of several elements that could be considered as public benefits due to its higher tax revenue generation and potential for enhancing downtown vibrancy, although this list is not binding; each proposal needs to be reviewed on a case-by-case basis. The Economic Development Plan includes recommendations to encourage hotel development in order to grow and diversify the City's revenue source. In addition, it is worth noting that the City Council has previously directed that the Specific Plan be revised to designate hotel uses as permitted by right at the Public Benefit Bonus levels, in order to incentivize such uses. However, these revisions have been delayed by staffing shortages and workload constraints.

Financial Analysis

The Specific Plan requires that Public Benefit Bonus study sessions "incorporate appropriate fiscal/economic review (with work overseen by City staff), which should broadly quantify the benefits/costs

of the bonus FAR/density/height and the proposed public benefit.” The intent of this independent analysis is not to make a definitive determination of the value of the bonus development or the public benefit, or a recommendation whether the bonus should be granted. Rather, the analysis is intended to provide likely estimates and other information to inform the Planning Commission’s discussion. The City has commissioned such an analysis by BAE Urban Economics (BAE), which is included as Attachment D.

For the value of the proposed Bonus project, BAE has prepared a detailed pro forma which examines typical revenues and costs for the Public Benefit Bonus proposal (Bonus Project). The applicant has indicated that a hotel development at the Base level is financially infeasible. BAE indicates their research supports the assumption that the application would experience significant challenges in achieving financial feasibility for a hotel project at the base level. The pro forma takes into account factors such as current construction costs, City fees, capitalization rates, and typical market hotel rates. However, as noted in the document, such factors can change, which may substantively affect the conclusions of the analysis. The analysis determined that the Bonus Project would result in an estimated profit of \$3.4 million for the applicant, and would generate an estimated \$680,500 annually in Transient Occupancy Tax (TOT) revenue to the City. Actual TOT revenue would be highly dependent upon room and occupancy rates. The yearly nature of TOT would mean that the City could receive the same revenue in five years (and every five years thereafter) that the applicant would receive in total project profit.

Planning Commission considerations

The study session format allows for a wide range of discussion/direction on the Public Benefit Bonus topic as well as on the proposed design. However, to assist the Planning Commission, staff recommends considering a sequence of questions, including:

- **Is the proposed public benefit generally desired?** If a public benefit element is something that Commissioners are negative or even neutral on, the subsequent valuation questions may be disregarded. In such a case, Commissioners could focus on suggestions for alternate public benefits.
- **Are the public benefits and the developer benefits roughly aligned, or does the public benefit proposal need to be revised/augmented?** The Specific Plan does not establish an explicit ratio for the value of the public benefit in relation to the developer benefit. However, it is implied that these values should not be orders of magnitude apart. In other words, if the public benefit is substantially higher than the developer benefit, the extra development may not be feasible and an applicant may elect to not proceed, while if the developer benefit is substantially higher than the public benefit, the City may not be receiving the desired benefits.
- **Is any additional information/analysis needed to complete the Planning Commission’s consideration of this item?** While staff believes the BAE analysis provides sufficient information and context, Commissioners could request additional analysis or information.
- **How should design issues be addressed?** The proposal does not currently adhere to all required Specific Plan standards and guidelines. The applicant would be required to modify the project to adhere to all Specific Plan standards; however, there is some flexibility with the guidelines. Staff recommends that Planning Commissioners provide direction on refining the project to adhere to the Specific Plan and provide a more authentic Spanish architectural style, as discussed in the design and material section. In addition, the Planning Commission may discuss whether the porte cochere element is substantial enough to deem the front setback to be in compliance, and whether the minor building façade

modulation requirement should apply to this unique panhandle lot.

Following the study session, a range of actions are possible, including:

- If Commissioners provide generally positive feedback, the applicant could continue refining the proposal as it is currently structured. The project could then be presented for comprehensive action at a future meeting.
- If Commissioners provide direction that the public benefit proposal needs to be revised or augmented, the applicant would consider that guidance and either:
 - Revise the proposal and return for an additional study session, or request that the revised proposal be processed by staff and presented for comprehensive action at a future meeting.
 - Revise the proposal to adhere to the Base level standards, which were established to generate a number of key inherent benefits. The revised Base-level project could then be considered by the Planning Commission at a future meeting.

Correspondence

The applicant indicates he held four community meetings between December 2016 and September 2017, and made a number of changes to the proposal as a result of feedback received at the meetings. These changes include reducing the first floor height, relocating five guestrooms from the third floor at the rear to the front of the hotel, and changing the architectural style from modern farmhouse to a Spanish style. Staff has not received any correspondence specifically on the Study Session, although many letters and emails were received with concerns on the initial proposal. After submittal of the revised design, staff has received correspondence with more positive feedback and appreciation for the changes made.

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. The project sponsor is also required to bear the cost of the associated environmental review.

Environmental Review

As a study session item, the Planning Commission will not be taking an action, and thus no environmental review is required at this time. The overall project will be evaluated in relation to the Environmental Impact Report (EIR) prepared for the Specific Plan, and will be required to apply the relevant mitigation measures.

Public Notice

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

Attachments

- A. Location map
- B. Project Plans
- C. Project Description Letter
- D. Analysis of Proposed Public Benefits for 1704 El Camino Real Project prepared by BAE Urban

Economics, dated February 28, 2018
E. 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

Colors and Materials Boards

Report prepared by:
Corinna Sandmeier, Senior Planner

Report reviewed by:
Thomas Rogers, Principal Planner
Mark Muenzer, Assistant Community Development Director



City of Menlo Park
 Location Map
 1704 El Camino Real



Scale: 1:3,600

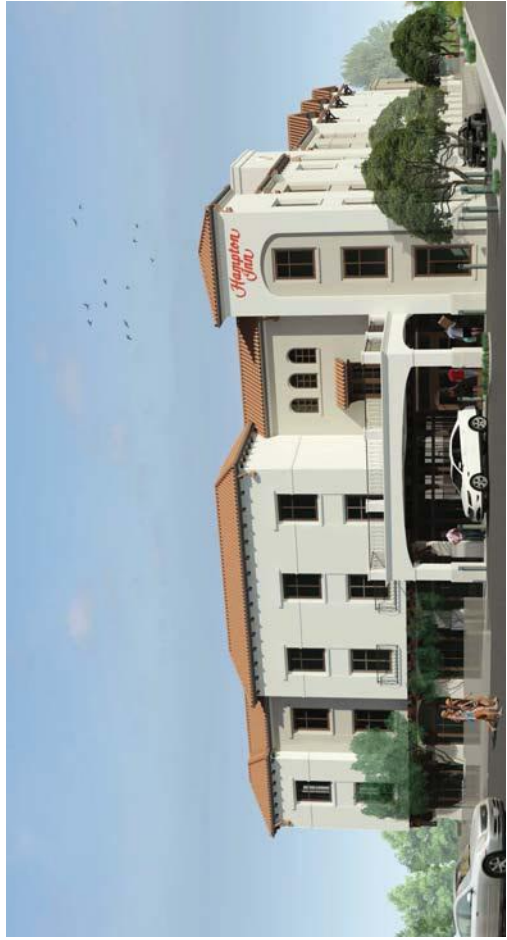
Drawn By: CDS

Checked By: CDS

Date: 3/12/2018

Sheet: 1

VICINITY MAP



HAMPTON INN BY HILTON MENLO PARK

DYNAMARK PTELL

BY HAMPTON INN PROTOTYPE VERSION 7.0 DATED, DATED JANUARY 2014

PROJECT DIRECTORY

- OWNER:**
 THOMAS PATE
 1704 EL CAMINO REAL
 MENLO PARK, CA 94025
 (408) 761-4877
 spaging@ramco.com
- ARCHITECT:**
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 bob@rysarchitects.com
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 mmorgan@hobbach-lewin.com
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 jkeller@jrkellermichael.com
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- ARBORIST:**
 KEVIN KELLY
 KELLY ARBORIST SERVICES
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 SAN MATEO, CA
 (650) 525-1484
- TREE PROTECTION ARBORIST:**
 STRAUN EDWARDS
 TREES 360 DEGREES
 13000 SERRA LOMA DRIVE
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 (408) 898-0625
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 KUNAN SHAHNING SCIENCE
 25 2ND STREET, 3RD FLOOR
 SAN FRANCISCO, CA 94105
 (415) 774-4200
 kunan@healthyliving-science.com

SITE ANALYSIS

A.F.N.:	060343790
ADDRESS:	1704 EL CAMINO REAL MENLO PARK, CA 94027
EXISTING ZONE:	EGR-NEL EL CAMINO REAL DOWNTOWN SPECIFIC PLAN
TYPES OF OCCUPANCY:	R-1 B / A-2
PROPOSED OF USE:	VISITOR ACCOMMODATION; SELECT-SERVICE HOTEL
NO. OF STORIES:	3 LEVELS ABOVE GRADE
PARKING PROVIDED:	60 VEHICLE SPACES UNDERGROUND

PARKING
1.25 CAR PER ROOM
70 ROOMS X 1.25 = (87.5) 88
PARKING PROVIDED: 60
VALET SYSTEM ACCOMMODATES 70 TO 75 CARS

BUILDING AREA

LEVEL	GROSS	F.A.R.	TYPE	LEVEL	TOTAL
GARAGE	27,001.77 S.F.	1,466.79 S.F.		FIRST	THIRD
FIRST FLOOR	13,659.73 S.F.	13,323.81 S.F.	KING	2	4
SECOND FLOOR	13,740.99 S.F.	13,339.22 S.F.	ACC. KING	0	1
THIRD FLOOR	11,284.68 S.F.	11,411.39 S.F.	ACC. KING STUDIO	0	0
TOTAL	65,687.17 S.F.	39,541.21 S.F.	DOUBLE QUEEN	15	23
			ACC. DOUBLE QUEEN	0	1
			TOTAL	17	29

LEVEL	GROSS	F.A.R.	TYPE	LEVEL	TOTAL
GARAGE	27,001.77 S.F.	1,466.79 S.F.		FIRST	THIRD
FIRST FLOOR	13,659.73 S.F.	13,323.81 S.F.	KING	2	4
SECOND FLOOR	13,740.99 S.F.	13,339.22 S.F.	ACC. KING	0	1
THIRD FLOOR	11,284.68 S.F.	11,411.39 S.F.	ACC. KING STUDIO	0	0
TOTAL	65,687.17 S.F.	39,541.21 S.F.	DOUBLE QUEEN	15	23
			ACC. DOUBLE QUEEN	0	1
			TOTAL	17	29

EXISTING SITE AREA:

AREA	S.F.	PERCENTAGE
BUILDING FOOTPRINT:	8,384 S.F.	23.03%
DRIVEWAY:	12,796 S.F.	35.14%
LANDSCAPE & OPEN SPACE:	15,229 S.F.	41.83%
TOTAL SITE AREA:	36,410 S.F.	100%

PROPOSED SITE AREA:

AREA	S.F.	PERCENTAGE
BUILDING FOOTPRINT:	13,814, 33 S.F.	37.94%
DRIVEWAY:	8,543, 80 S.F.	23.46%
LANDSCAPE & OPEN SPACE:	14,051, 78 S.F.	38.60%
TOTAL SITE AREA:	36,410 S.F.	100%

FLOOR AREA RATIO: 39,624.08 S.F. / 36,410 S.F. = 1.088

COVER SHEET

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAKA PATEL

PLANNING/ARCHITECTURAL CONSULTANTS

T1



REV.	DESCRIPTION	BY	DATE
1	PREPARED FOR: SAGAR PATEL	DM	08/21/16
2	APPROVED FOR: SAGAR PATEL	DM	08/21/16
3	APPROVED FOR: SAGAR PATEL	DM	08/21/16
4	APPROVED FOR: SAGAR PATEL	DM	08/21/16

MACLEOD AND ASSOCIATES
 CIVIL ENGINEERING & SURVEYING
 965 CENTER STREET, SAN CARLOS, CA 94070 (650) 593-8580

BOUNDARY / TOPOGRAPHIC SURVEY PLAN
 PREPARED FOR: SAGAR PATEL
 CALIFORNIA
 SAN MATEO COUNTY
 1704 EL CAMINO REAL
 A.P.N. 060-343-790
 MENLO PARK
 DRAWN BY: RJD
 CHECKED BY: DOM
 DATE: 08-11-16
 SCALE: 1"=20'
 DRAWING NO.: 2017-1050
 SHEET 1 OF 1

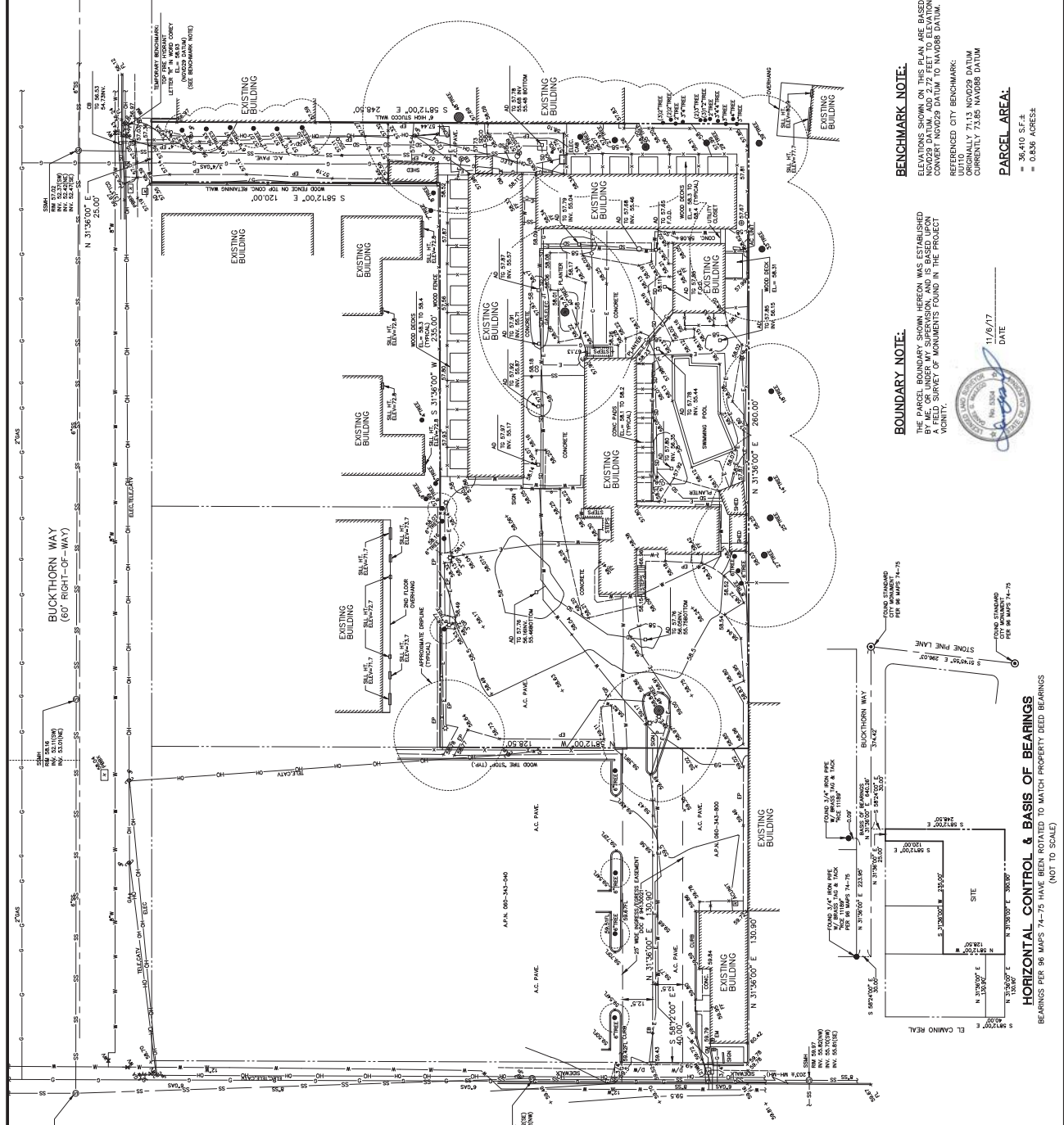
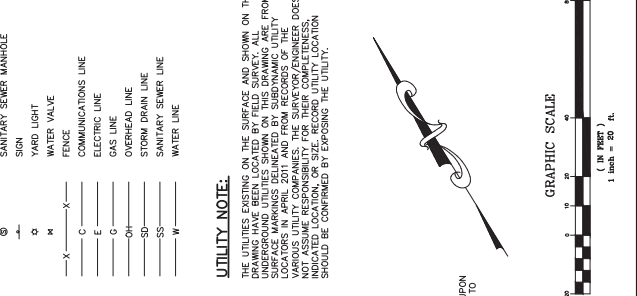
LEGEND

A.C. PAVE	PROPERTY LINE
AD	ASPHALTIC CONCRETE PAVEMENT
BOL	AREA DRAIN
CATV	BOULARD
CB	CABLE TELEVISION
CC	CATCH BASIN
CONC.	CLEANOUT
D/W	CONCRETE
EB	DRIVEWAY
EL	ELECTRIC BOX
ELEC	ELEVATION
ELEC. CAB.	ELECTRIC CABINET
EM	ELECTRIC METER
EP	EDGE OF PAVEMENT
FF	FINISHED FLOOR
FL	FLOUINE
F.O.D.	FULL OF DEBRIS
GA	GUY ANCHOR
GP	GUARD POST
GM	GAS METER
INV.	INVERT
JP	JOINT UTILITY POLE
MH	MANHOLE
PBX	PAC-BELL BOX
SD	STORM DRAIN CLEANOUT
SS	SEWER CLEANOUT
SSD	SANITARY SEWER MANHOLE
TD	TRAIL CURB DRAIN
TELE	TELEPHONE
TO	TOP OF GRADE
TM	TOP OF WALL
WM	WATER METER
WV	WATER VALVE
YL	YARD LIGHT

UTILITY NOTE:

THE UTILITIES EXISTING ON THE SURFACE AND SHOWN ON THIS DRAWING HAVE BEEN LOCATED BY FIELD SURVEY. ALL SURFACE MARKINGS DELINEATED BY SUBDYNAMIC UTILITY LOCATORS IN APRIL 2011 AND FROM RECORDS OF THE COUNTY OF SAN MATEO IN APRIL 2011 AND FROM RECORDS OF THE COUNTY OF SAN MATEO IN APRIL 2011. THE SURVEYOR DOES NOT ASSUME RESPONSIBILITY FOR THEIR COMPLETENESS, ACCURACY OR LOCATION. THE SURVEYOR'S OBLIGATION SHOULD BE CONFIRMED BY EXPOSING THE UTILITIES.

X	WATER VALVE
H	WATER LIGHT
C	FENCE
E	COMMUNICATIONS LINE
G	ELECTRIC LINE
OH	GAS LINE
SD	OVERHEAD LINE
SS	STORM DRAIN LINE
W	SANITARY SEWER LINE



BOUNDARY NOTE:
 THE PARCEL BOUNDARY SHOWN HEREON WAS ESTABLISHED BY A FIELD SURVEY OF MONUMENTS FOUND IN THE PROJECT VICINITY.

BENCHMARK NOTE:
 ELEVATIONS SHOWN ON THIS PLAN ARE BASED UPON SURFACE MARKINGS DELINEATED BY SUBDYNAMIC UTILITY LOCATORS IN APRIL 2011 AND FROM RECORDS OF THE COUNTY OF SAN MATEO IN APRIL 2011 AND FROM RECORDS OF THE COUNTY OF SAN MATEO IN APRIL 2011. THE SURVEYOR DOES NOT ASSUME RESPONSIBILITY FOR THEIR COMPLETENESS, ACCURACY OR LOCATION. THE SURVEYOR'S OBLIGATION SHOULD BE CONFIRMED BY EXPOSING THE UTILITIES.

PARCEL AREA:
 36,143 S.F.
 = 0.8263 ACRES

11/6/17
 DATE

HORIZONTAL CONTROL & BASIS OF BEARINGS
 BEARINGS PER 96 MAPS 74-75 HAVE BEEN ROTATED TO MATCH PROPERTY DEED BEARINGS (NOT TO SCALE)

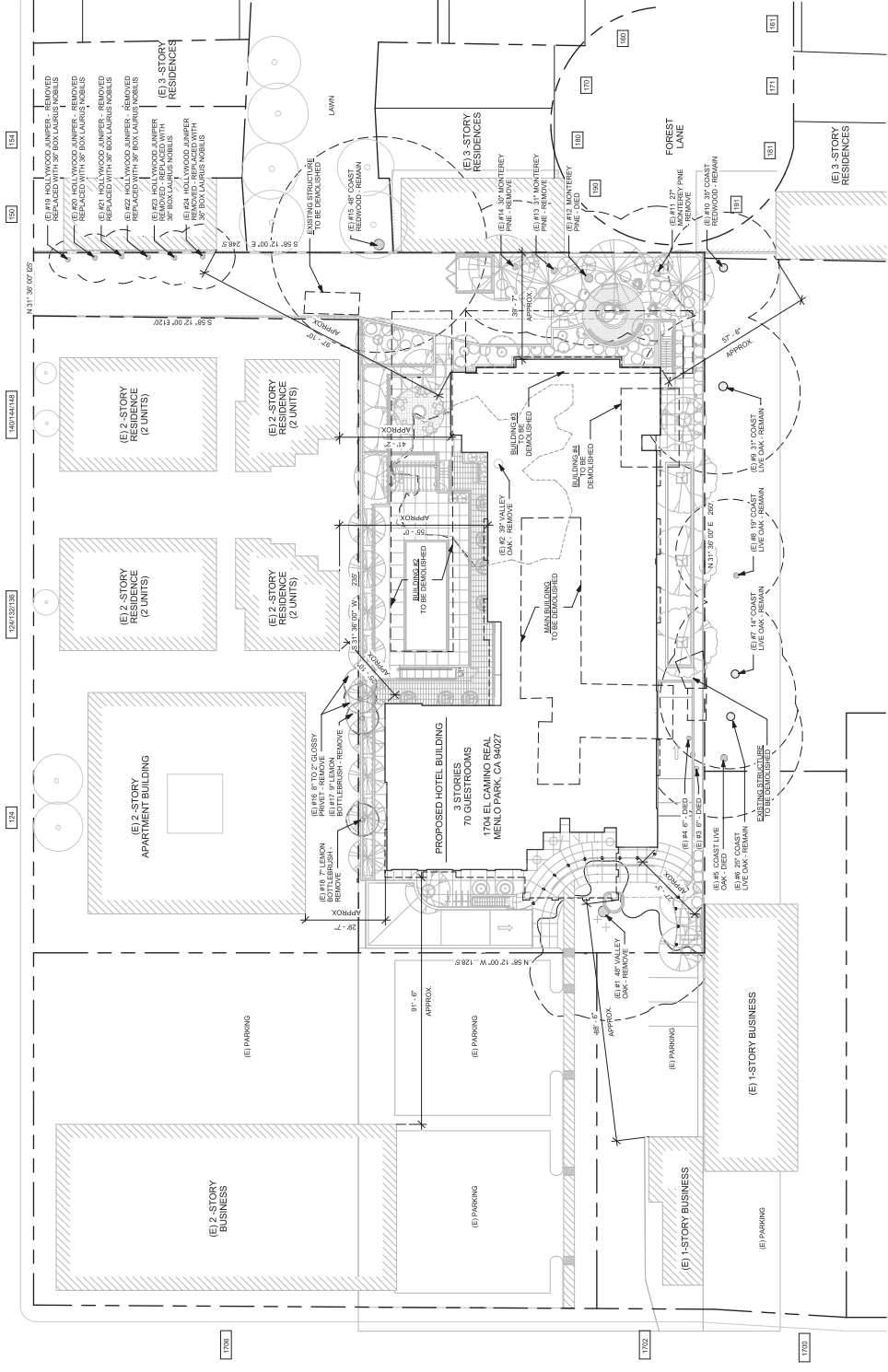


PLANNING/ARCHITECT: GUNZ/ORS
PROJECT NO. 2011

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

AREA PLAN

BUCKTHORN WAY



EL CAMINO REAL



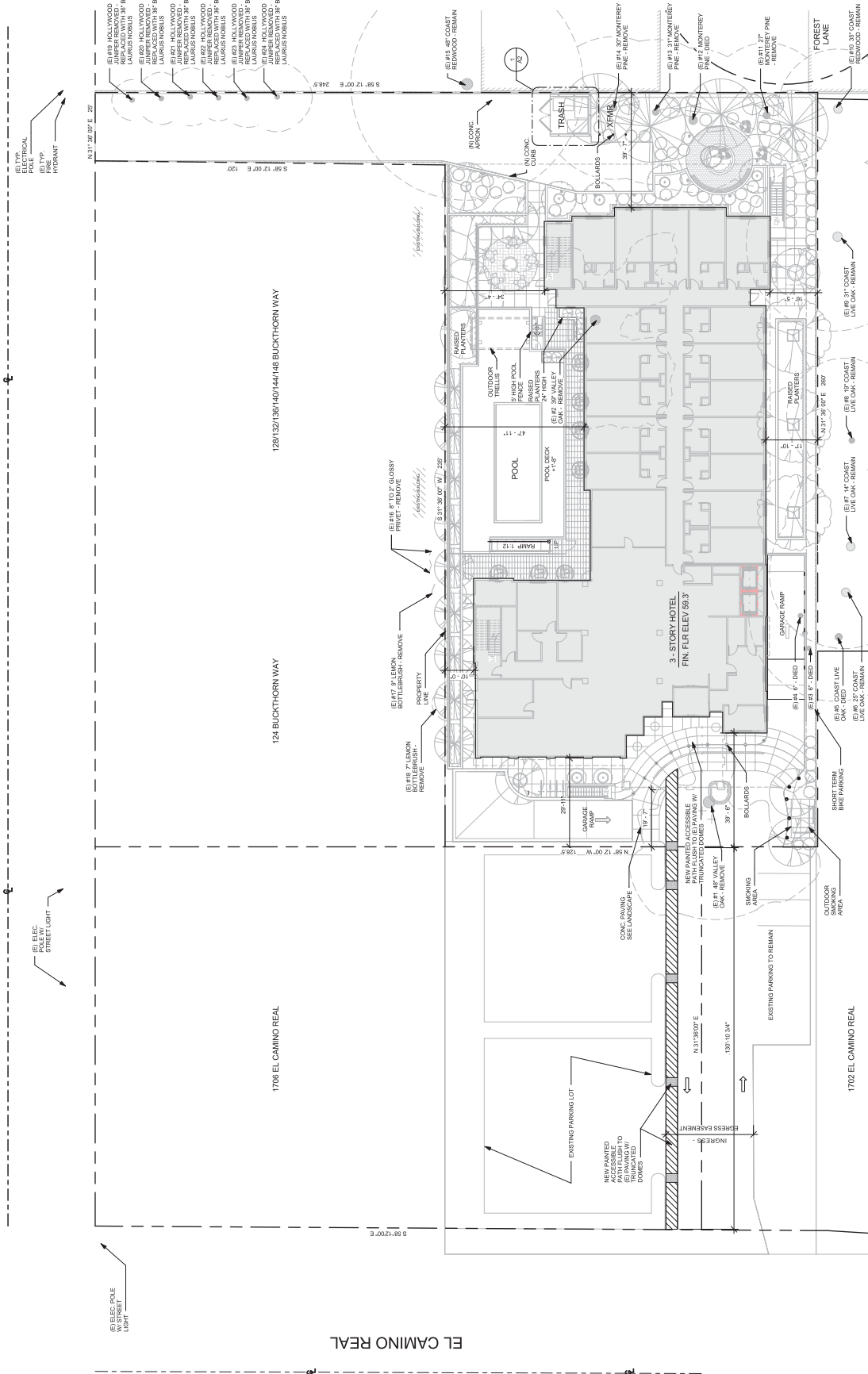
BUCKTHORN WAY

1708 EL CAMINO REAL

EL CAMINO REAL

124 BUCKTHORN WAY

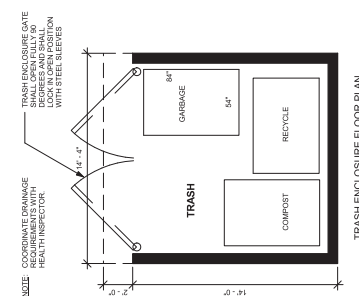
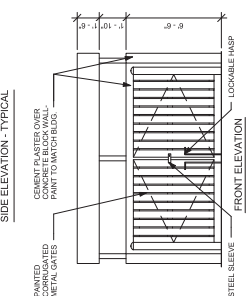
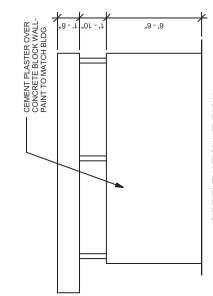
1281132/136/140/144/148 BUCKTHORN WAY

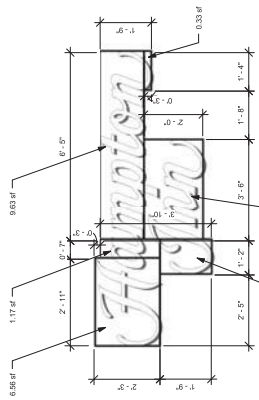
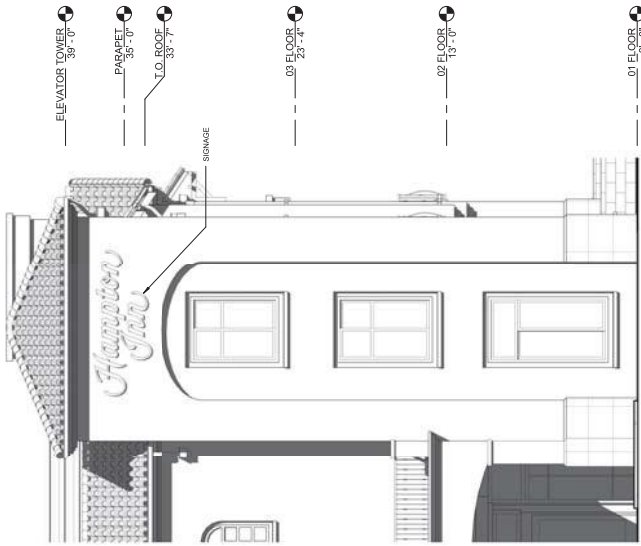


RYS ARCHITECTS
 PLANNING/DESIGN/CONSTRUCTION
 1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

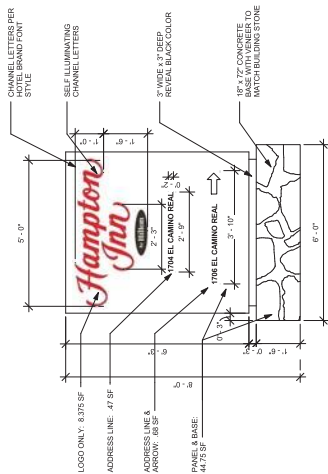
A2
 SCALE: 1/4" = 1'-0"
 0 5 10 20 30 40

SITE PLAN

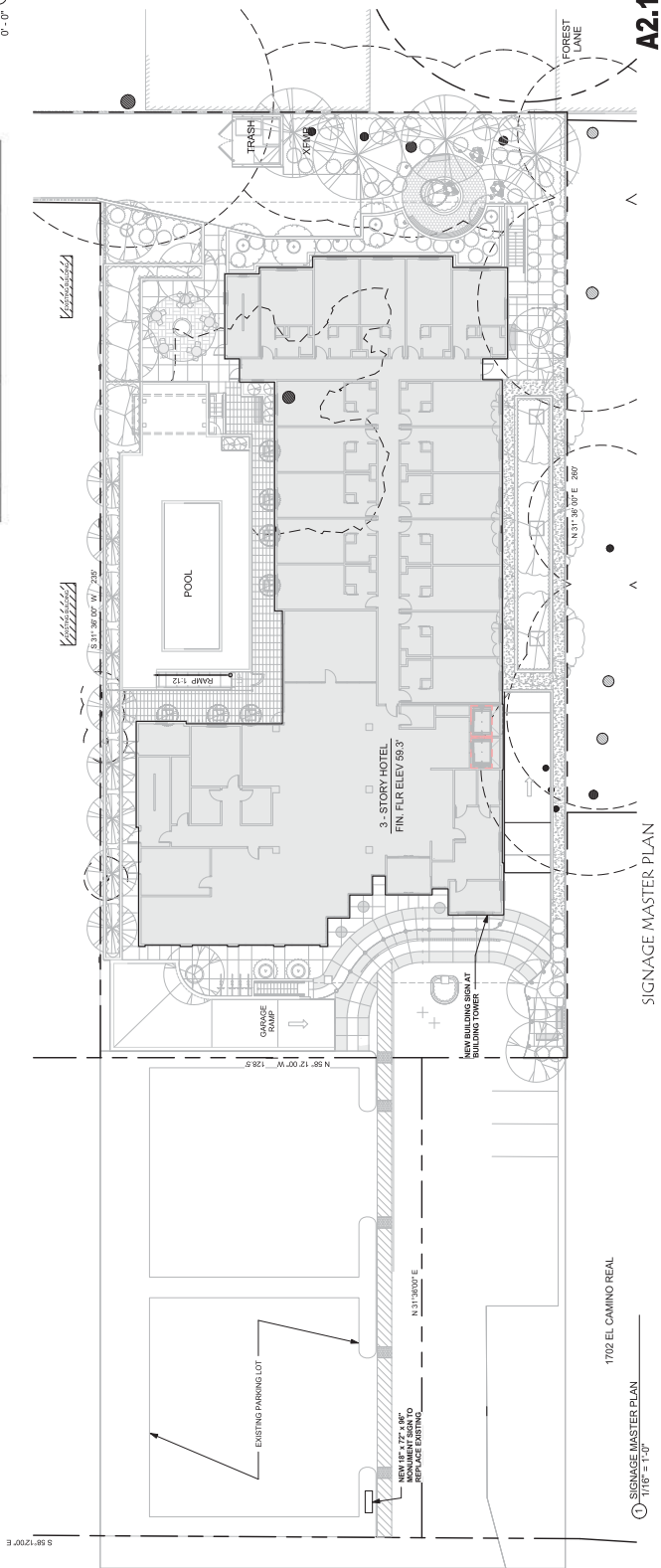




BUILDING SIGN - FRONT ELEVATION



MONUMENT SIGN - FRONT & BACK ELEVATION - TYPICAL

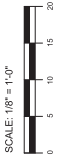


SIGNAGE MASTER PLAN

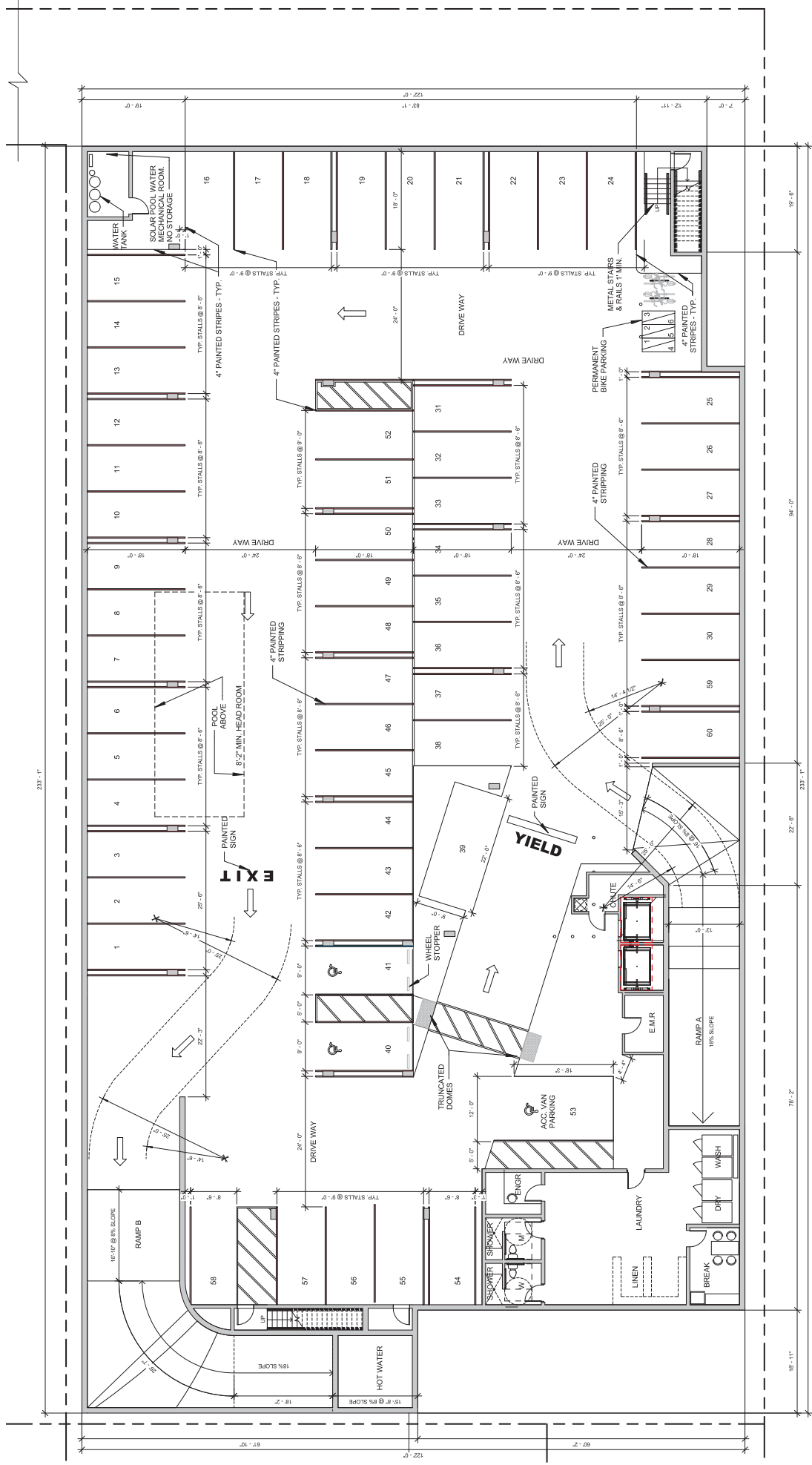
1702 EL CAMINO REAL

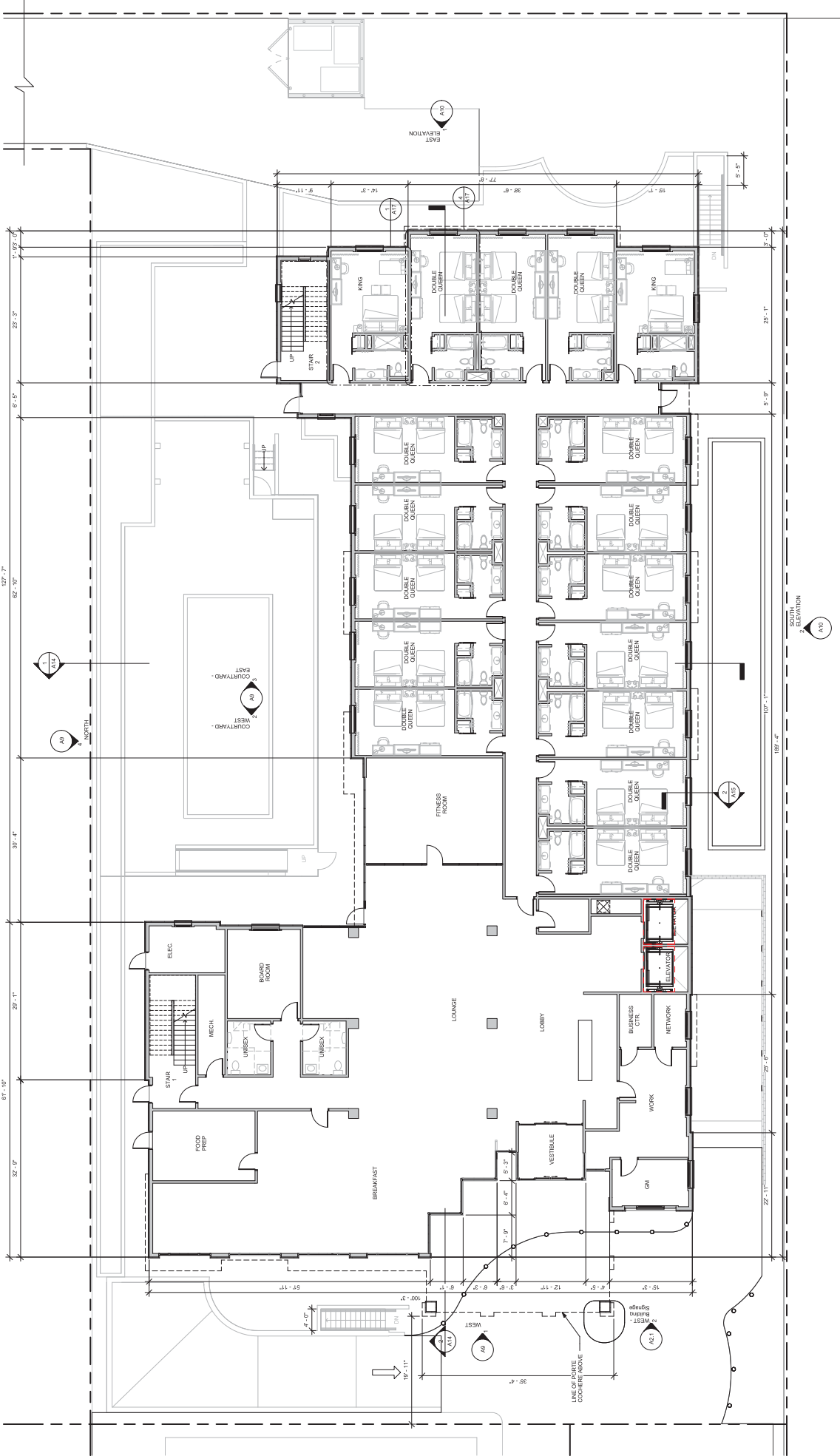
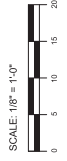
1/16" = 1'-0"





GARAGE PLAN

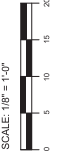




FIRST FLOOR PLAN

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL





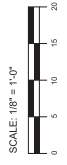
PLANNING SUBMITTAL 04/2025
PROJECT NO. 24-011



SECOND FLOOR PLAN

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

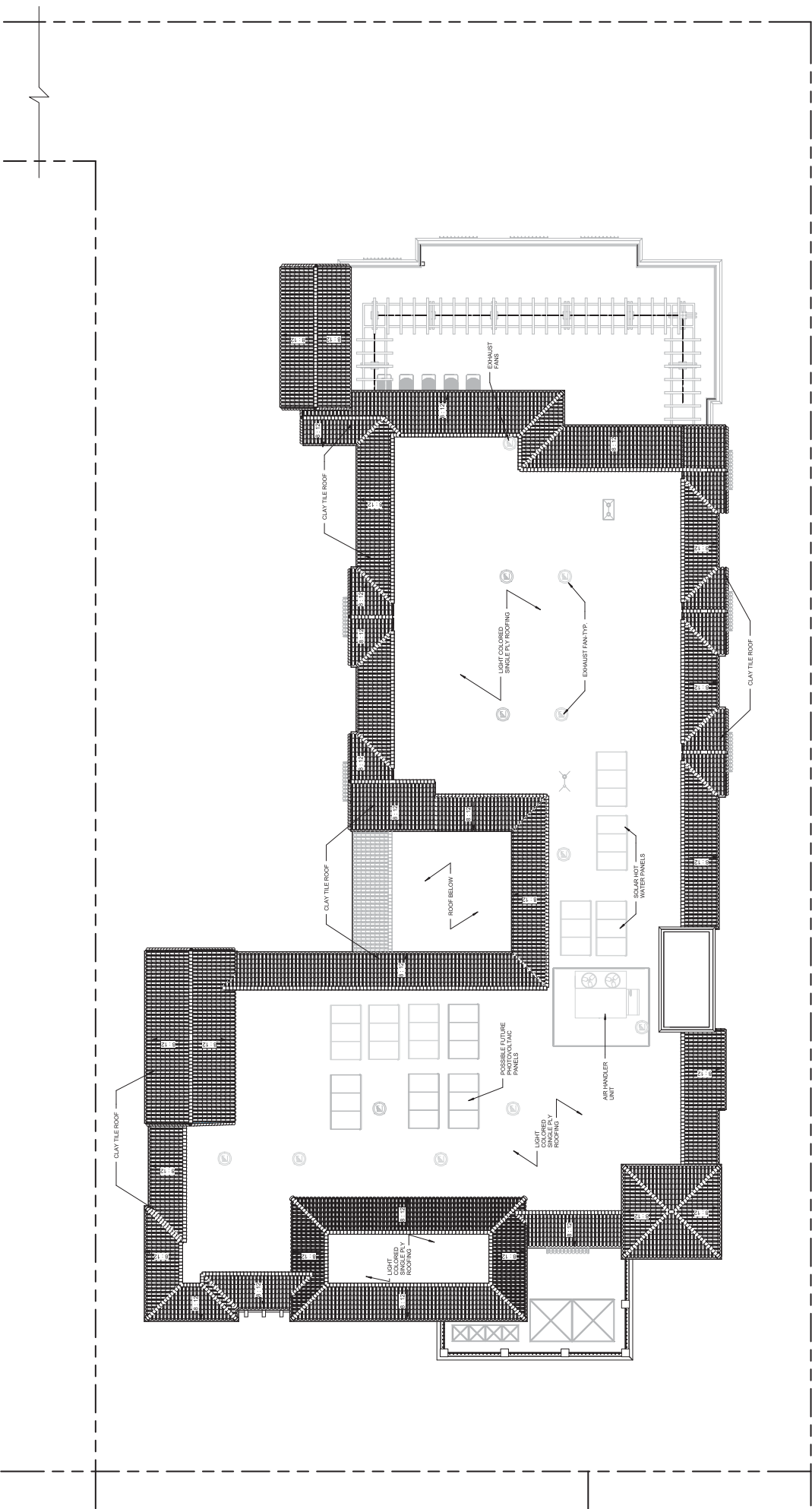
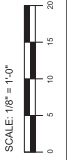




THIRD FLOOR PLAN

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL





ROOF PLAN

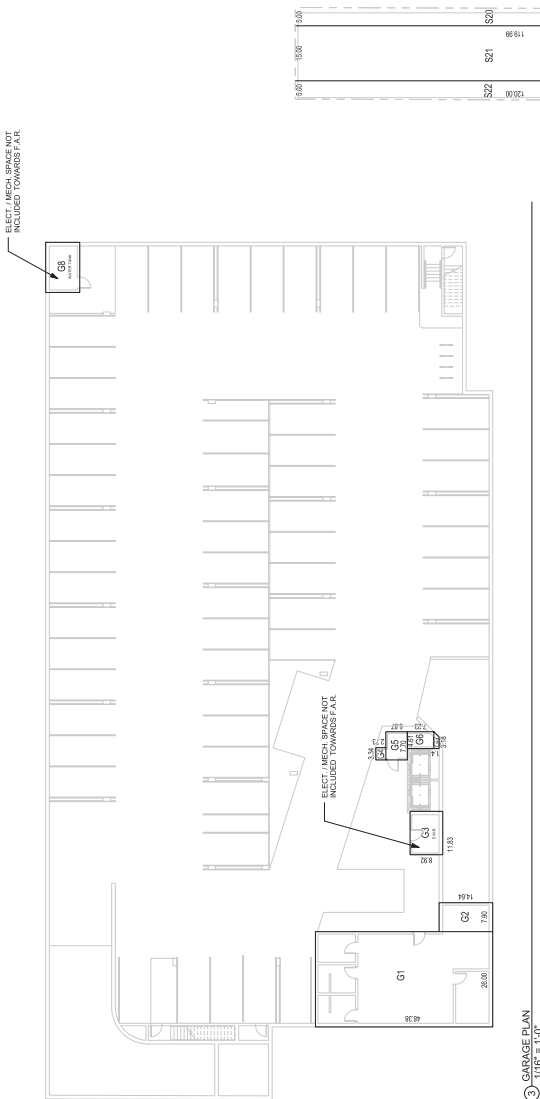
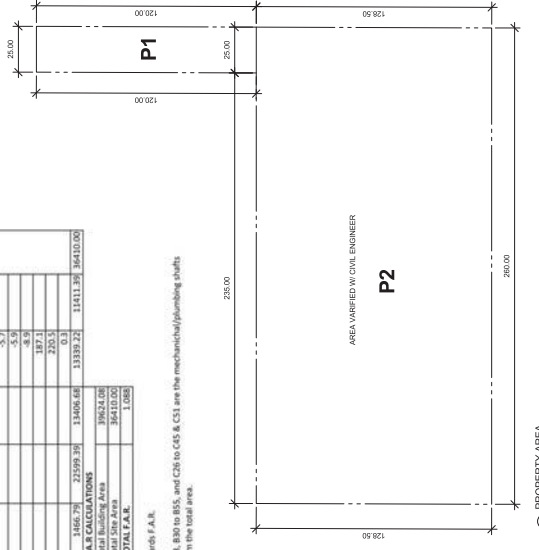
1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL



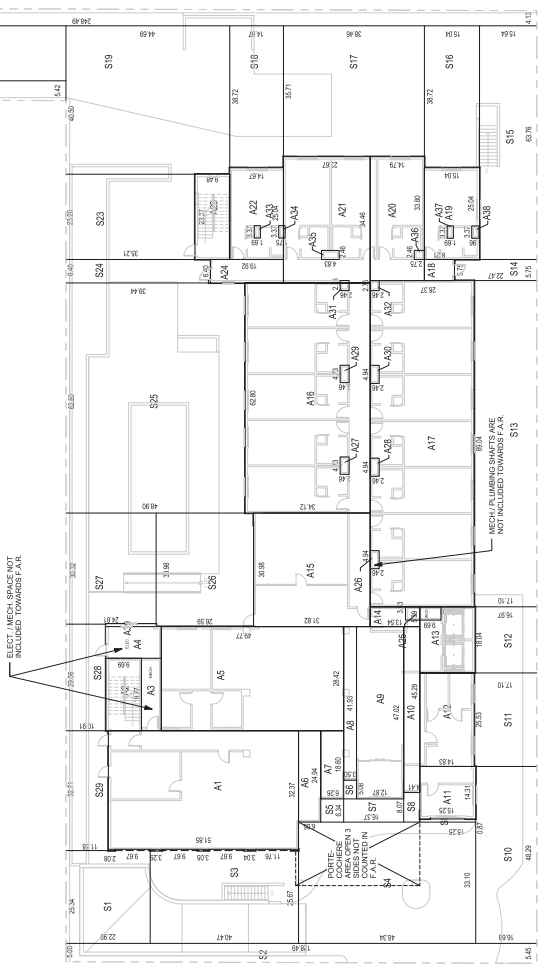


Area #	Levels				Property P.A.
	Garage G ¹	Open Space O ¹	1st Floor A ¹	2nd Floor B ¹	
1	1227.76	542.6	1680.0	707.5	3000.0
2	115.7	671.4	191.5	194.5	3341.0
3	0.0	0.0	0.0	0.0	0.0
4	9.1	1660.1	0.0	151.8	1162.0
5	45.2	392.7	1414.3	0.0	0.0
6	33.3	17.8	151.6	0.0	0.0
7	5.6	1018.8	116.5	1459.7	1459.7
8	0.0	11.3	605.3	332.1	332.1
9	0.0	11.3	605.3	332.1	332.1
10	805.5	1094.6	218.3	218.3	218.3
11	416.6	218.3	181.4	181.4	181.4
12	1522.6	272.1	394.1	394.1	394.1
13	1522.6	272.1	394.1	394.1	394.1
14	129.2	73.1	516.4	516.4	516.4
15	997.2	896.3	716.5	716.5	716.5
16	152.3	214.1	538.4	538.4	538.4
17	152.3	214.1	538.4	538.4	538.4
18	566.0	47.2	543.4	543.4	543.4
19	1809.9	376.7	841.8	841.8	841.8
20	1134.4	500.0	291.6	291.6	291.6
21	145.2	167.5	1151.2	166.4	166.4
22	145.2	167.5	1151.2	166.4	166.4
23	813.0	220.5	358.9	391.6	391.6
24	252.4	127.5	162.2	346.4	346.4
25	1070.9	35.2	391.6	391.6	391.6
26	766.2	11.6	391.6	0.0	0.0
27	766.2	11.6	391.6	0.0	0.0
28	312.3	12.2	346.4	11.4	11.4
29	378.8	11.6	391.6	13.2	13.2
30	12.2	0.0	0.0	0.0	0.0
31	12.2	0.0	0.0	0.0	0.0
32	6.8	11.4	12.5	11.4	11.4
33	5.7	12.2	6.8	5.7	5.7
34	5.7	11.4	13.0	5.7	5.7
35	14.6	13.5	5.7	14.6	14.6
36	5.7	4.6	8.6	5.7	5.7
37	5.7	4.6	8.6	5.7	5.7
38	6.6	34.8	5.7	6.6	6.6
39	0.0	12.1	13.9	0.0	0.0
40	0.0	12.1	13.9	0.0	0.0
41	4.6	4.6	4.6	4.6	4.6
42	5.7	15.3	15.3	5.7	5.7
43	12.2	12.2	12.2	12.2	12.2
44	12.2	12.2	12.2	12.2	12.2
45	15.3	4.6	4.6	15.3	15.3
46	12.2	187.1	6.8	12.2	12.2
47	6.8	231.2	6.8	6.8	6.8
48	5.6	0.3	5.6	5.6	5.6
49	5.6	0.3	5.6	5.6	5.6
50	5.6	2.9	5.6	5.6	5.6
51	11.9	9.5	11.9	11.9	11.9
52	6.8	6.8	6.8	6.8	6.8
53	5.6	5.6	5.6	5.6	5.6
54	5.6	5.6	5.6	5.6	5.6
55	8.9	8.9	8.9	8.9	8.9
56	187.1	187.1	187.1	187.1	187.1
57	250.1	250.1	250.1	250.1	250.1
58	250.1	250.1	250.1	250.1	250.1
Total	1466.79	22109.39	13406.48	13339.22	11411.99
F.A.R. CALCULATIONS					
Total Building Area			19424.08		
Garage Area			3641.00		
TOTAL F.A.R.			11.50		

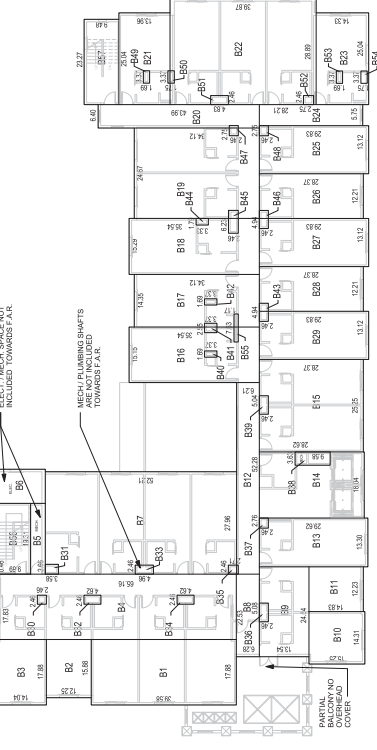
* Count towards F.A.R.
Notes: A18, B10 to B16, and C26 to C28 & C31 are the mechanical/plumbing shafts excluded from the total area.



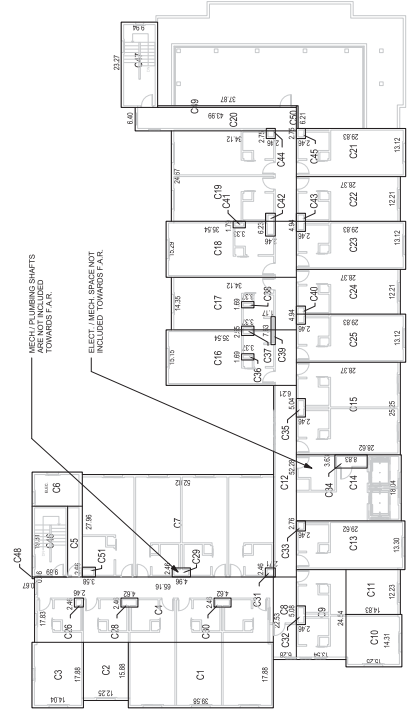
3 GARAGE PLAN
1/16" = 1'-0"



2 SITE PLAN
3/16" = 1'-0"



② SECOND FLOOR AREA PLAN
1/8" = 1'-0"



① THIRD FLOOR AREA PLAN
1/8" = 1'-0"

Area #	Garage	Open Space	Levels			Property
			1st Floor	2nd Floor	3rd Floor	
G ^a	G ^a	G ^a	A ^b	B ^b	C ^b	F ^a
1	1327.8	582.6	1680.0	707.5	3000.0	3000.0
2	115.7	674.4	191.5	194.5	184.5	33410.0
3	0.0	1038.9	0.0	251.0	251.0	0.0
4	48.3	1100.3	148.0	110.8	110.0	0.0
5	33.3	37.8	151.0	0.0	0.0	0.0
6	0.0	108.8	116.5	1459.7	1459.7	0.0
7	0.0	35.6	146.7	141.5	141.5	0.0
8	0.0	80.5	109.6	218.3	218.3	0.0
9	0.0	438.6	218.3	181.4	181.4	0.0
10	0.0	304.0	278.7	328.6	328.6	0.0
11	0.0	152.6	272.1	394.1	394.1	0.0
12	0.0	992.2	886.1	716.5	716.5	0.0
13	0.0	582.3	2143.1	538.4	538.4	0.0
14	0.0	1373.4	2526.6	489.8	489.8	0.0
15	0.0	1809.9	376.7	841.8	841.8	0.0
16	0.0	1134.4	500.0	291.6	291.6	0.0
17	0.0	625.2	307.3	1132.0	346.4	0.0
18	0.0	252.4	117.5	162.2	346.4	0.0
19	0.0	870.9	35.2	391.6	391.6	0.0
20	0.0	823.8	12.2	346.4	6.1	0.0
21	0.0	378.8	11.6	391.6	12.2	0.0
22	0.0	0.0	0.0	12.2	-11.4	0.0
23	0.0	0.0	0.0	4.8	2.5	0.0
24	0.0	0.0	0.0	5.7	-12.2	0.0
25	0.0	0.0	0.0	5.7	-4.8	0.0
26	0.0	0.0	0.0	5.7	-11.4	0.0
27	0.0	0.0	0.0	5.7	-6.7	0.0
28	0.0	0.0	0.0	5.7	-12.2	0.0
29	0.0	0.0	0.0	5.7	-6.7	0.0
30	0.0	0.0	0.0	5.7	-6.7	0.0
31	0.0	0.0	0.0	5.7	-6.7	0.0
32	0.0	0.0	0.0	5.7	-6.7	0.0
33	0.0	0.0	0.0	5.7	-6.7	0.0
34	0.0	0.0	0.0	5.7	-6.7	0.0
35	0.0	0.0	0.0	5.7	-6.7	0.0
36	0.0	0.0	0.0	5.7	-6.7	0.0
37	0.0	0.0	0.0	5.7	-6.7	0.0
38	0.0	0.0	0.0	5.7	-6.7	0.0
39	0.0	0.0	0.0	5.7	-6.7	0.0
40	0.0	0.0	0.0	5.7	-6.7	0.0
41	0.0	0.0	0.0	5.7	-6.7	0.0
42	0.0	0.0	0.0	5.7	-6.7	0.0
43	0.0	0.0	0.0	5.7	-6.7	0.0
44	0.0	0.0	0.0	5.7	-6.7	0.0
45	0.0	0.0	0.0	5.7	-6.7	0.0
46	0.0	0.0	0.0	5.7	-6.7	0.0
47	0.0	0.0	0.0	5.7	-6.7	0.0
48	0.0	0.0	0.0	5.7	-6.7	0.0
49	0.0	0.0	0.0	5.7	-6.7	0.0
50	0.0	0.0	0.0	5.7	-6.7	0.0
51	0.0	0.0	0.0	5.7	-6.7	0.0
52	0.0	0.0	0.0	5.7	-6.7	0.0
53	0.0	0.0	0.0	5.7	-6.7	0.0
54	0.0	0.0	0.0	5.7	-6.7	0.0
55	0.0	0.0	0.0	5.7	-6.7	0.0
56	0.0	0.0	0.0	5.7	-6.7	0.0
57	0.0	0.0	0.0	5.7	-6.7	0.0
58	1452.28	32592.39	13406.66	13332.23	14411.29	36410.00
Total						
F.A.R. CALCULATIONS						
Total Building Area			39624.08			
Total Site Area			36410.00			
TOTAL F.A.R.			11089			

* Count towards F.A.R.
 Note: 1. A25 to A38, B30 to B55, and C26 to C45 & C51 are the mechanical/plumbing shafts excluded from the total area.

BUILDING AREA CALCULATIONS

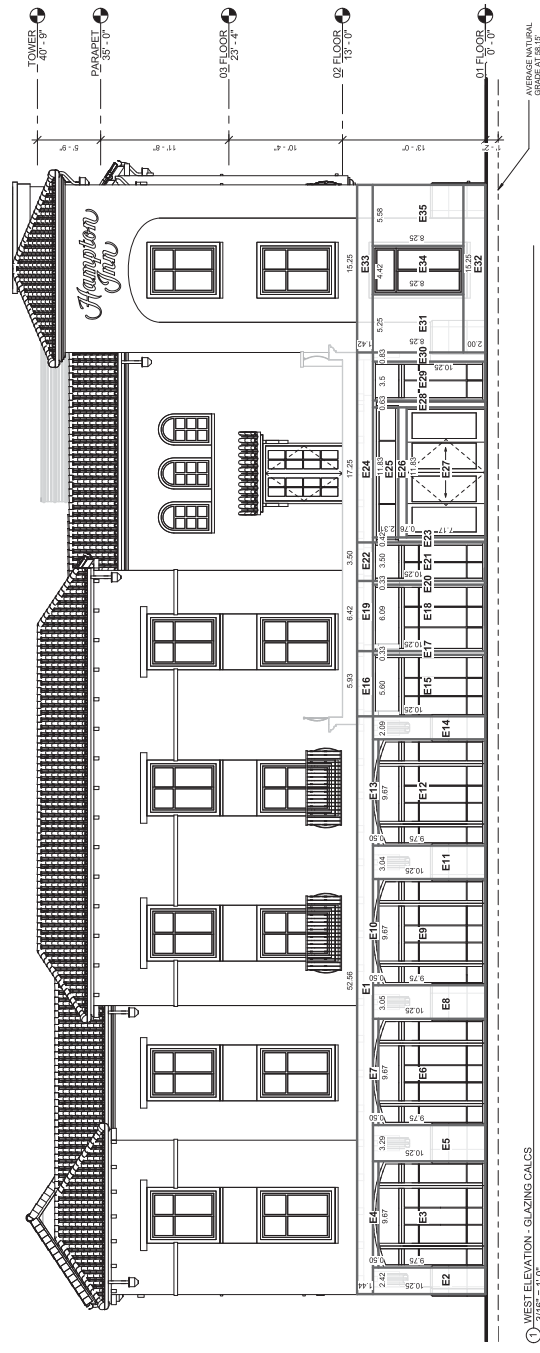


FRONT FACADE GLAZING CALCULATIONS

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

West Elevation Glazing Calculations				
Area #	X	Y	E	
1	52.56	1.44	75.7	
2	2.42	10.25	24.8	
3*	9.67	9.75	94.3	
4	9.67	0.5	4.8	
5	3.29	10.25	33.7	
6*	9.67	9.75	94.3	
7	9.67	0.5	4.8	
8	3.05	10.25	31.3	
9*	9.67	9.75	94.3	
10	9.67	0.5	4.8	
11	3.04	10.25	31.2	
12*	9.67	9.75	94.3	
13	9.67	0.5	4.8	
14	2.09	10.25	21.4	
15*	5.6	10.25	57.4	
16	5.93	1.44	8.5	
17	0.33	10.25	3.4	
18*	6.09	10.25	62.4	
19	6.42	1.44	9.2	
20	0.33	10.25	3.4	
21*	3.5	10.25	35.9	
22	3.5	1.44	5.0	
23	0.42	10.25	4.3	
24	17.25	1.44	24.8	
25*	11.83	2.31	27.3	
26	11.83	0.76	9.0	
27*	11.83	7.17	84.8	
28	0.63	10.25	6.5	
29*	3.5	10.25	35.9	
30	0.83	10.25	8.5	
31	5.25	8.25	43.3	
32	15.25	2	30.5	
33	15.25	1.42	21.7	
34*	4.42	8.25	36.5	
35	5.58	8.25	46.0	
Total			1178.9	
West Elevations Glazing Percentage				
Glazing Area	717.3			
Solid Area	461.6			
Glazing Percentage	61%			

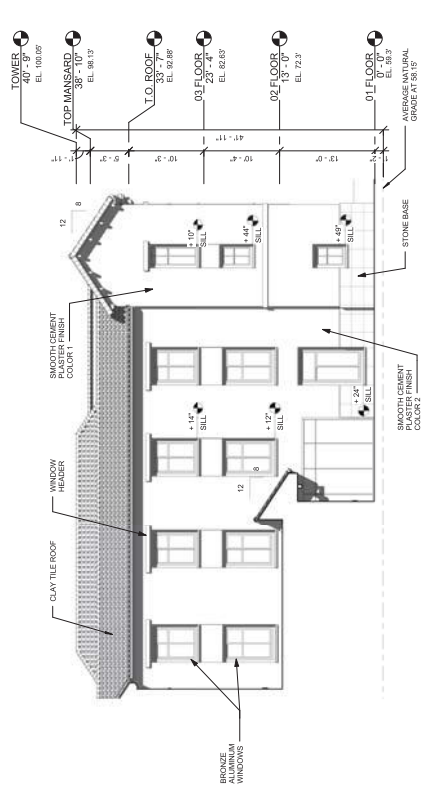
* Count towards Glazing Area



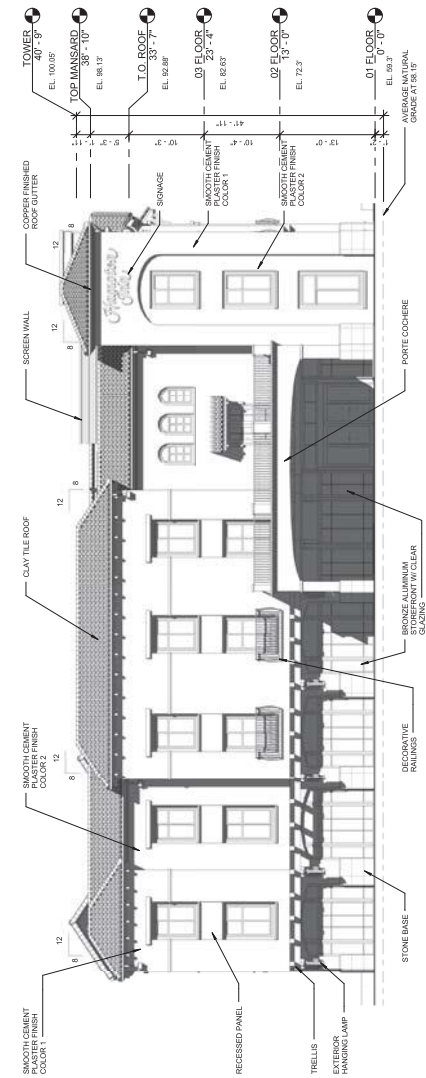
① WEST ELEVATION - GLAZING CALC. 3/16" = 1'-0"



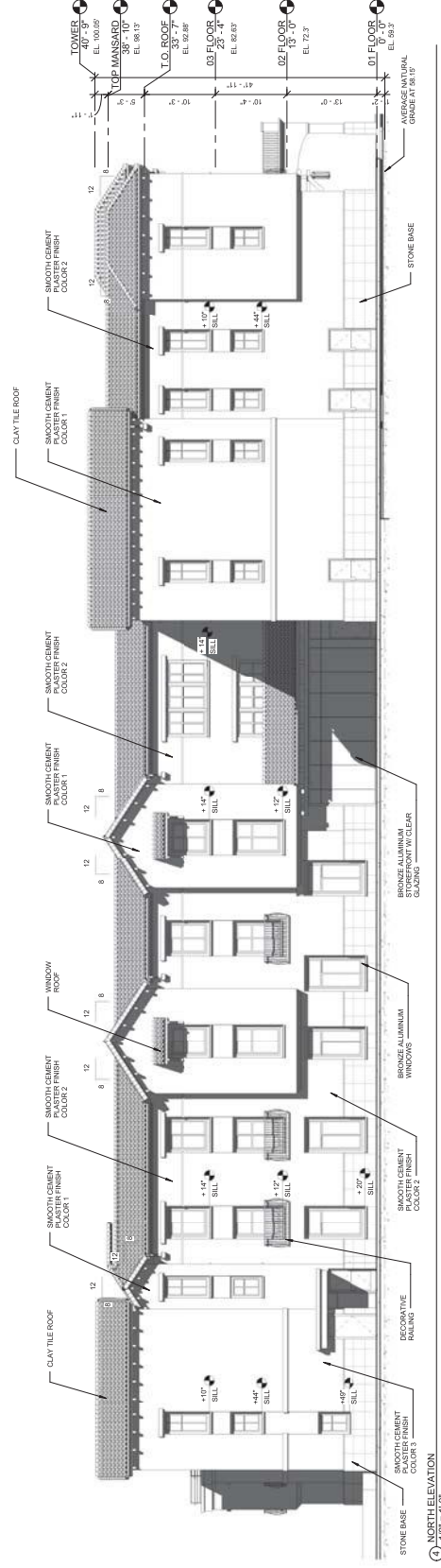
BUILDING ELEVATIONS



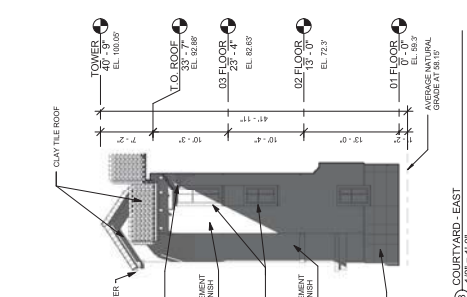
② COURTYARD - WEST
1/8" = 1'-0"



① WEST ELEVATION
1/8" = 1'-0"

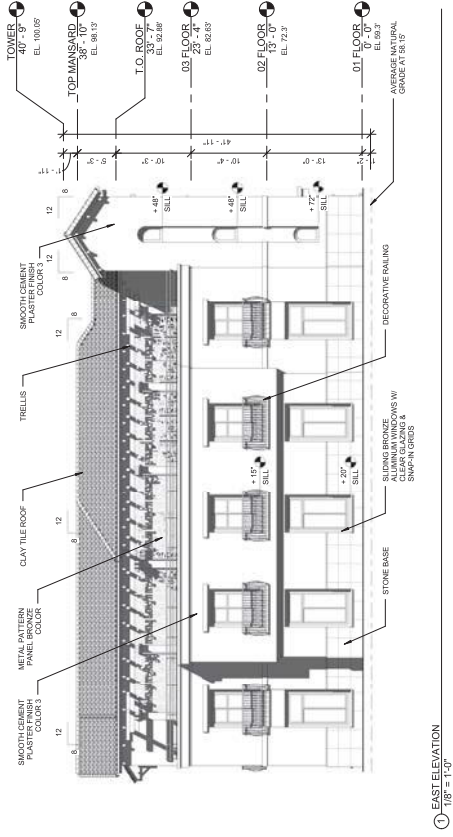


③ NORTH ELEVATION
1/8" = 1'-0"

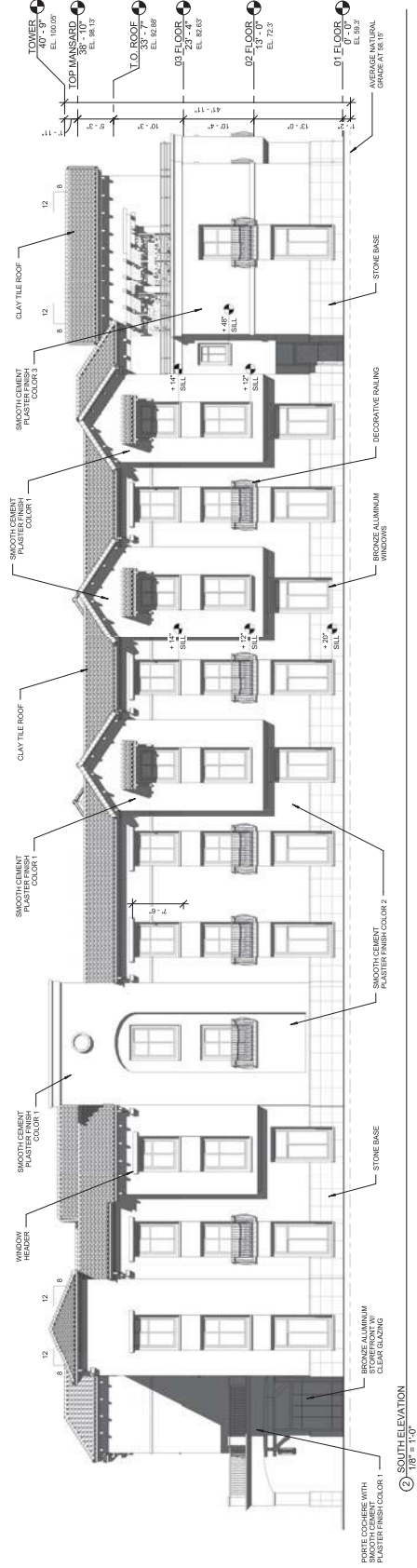


④ COURTYARD - EAST
1/8" = 1'-0"

EXISTING GRADE
DUE TO VARYING EXISTING
GRADE CONDITIONS, FINISH
IS SET AT MEAN ELEVATION
OF 68.15'



① EAST ELEVATION
1/8" = 1'-0"



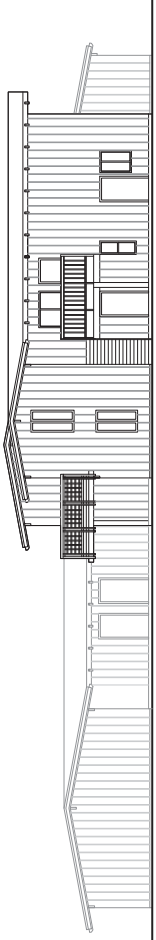
② SOUTH ELEVATION
1/8" = 1'-0"

EXISTING GRADE
DUE TO VARYING EXISTING
GRADE CONDITIONS, FINISH
IS SET AT MEAN ELEVATION
OF 66.15'

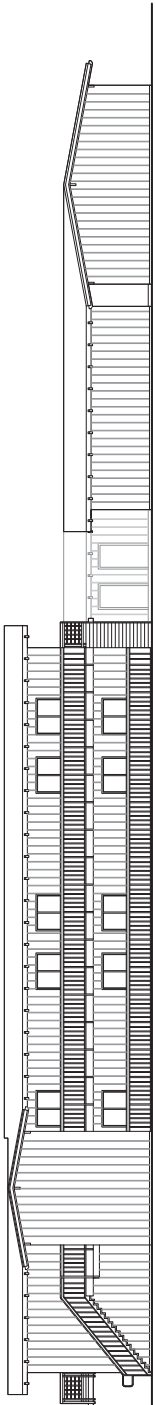
BUILDING ELEVATIONS

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

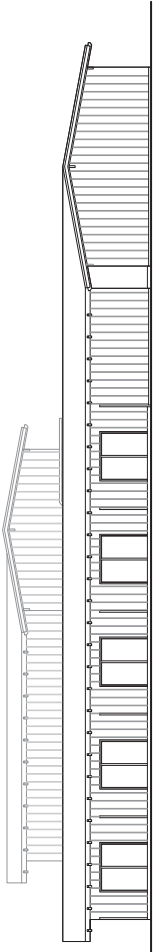




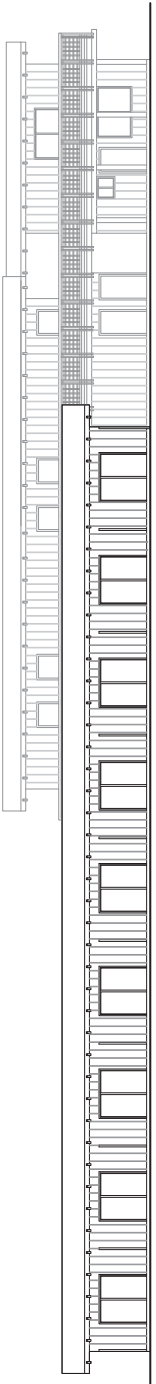
1 EXISTING WEST ELEVATION
1/8" = 1'-0"



2 EXISTING SOUTH ELEVATION
1/8" = 1'-0"



3 EXISTING EAST ELEVATION
1/8" = 1'-0"



4 EXISTING NORTH ELEVATION
1/8" = 1'-0"



EXISTING BUILDING ELEVATIONS

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

A10.1

PLANNING SUBMITTAL 02/16/2018
PROJECT NO. 18-011





WEST ELEVATION
NOT TO SCALE



NORTH ELEVATION
NOT TO SCALE



RENDERED COLOR ELEVATIONS

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

A11

PLANNING SUBMITTAL 06/20/2018
PROJECT NO. 18-011





EAST ELEVATION
NOT TO SCALE



SOUTH ELEVATION
NOT TO SCALE



RENDERED COLOR ELEVATIONS

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

A12

PLANNING SUBMITTAL 06/20/2018
PROJECT NO. 1811





1706 EL CAMINO REAL

1704 EL CAMINO REAL

1702 EL CAMINO REAL



STREETSCAPE ELEVATION

A13

PLANNING SUBMITTAL 06/20/2018
PROJECT NO. 1011

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL





EAST SIDE
NOT TO SCALE



SOUTH SIDE
NOT TO SCALE

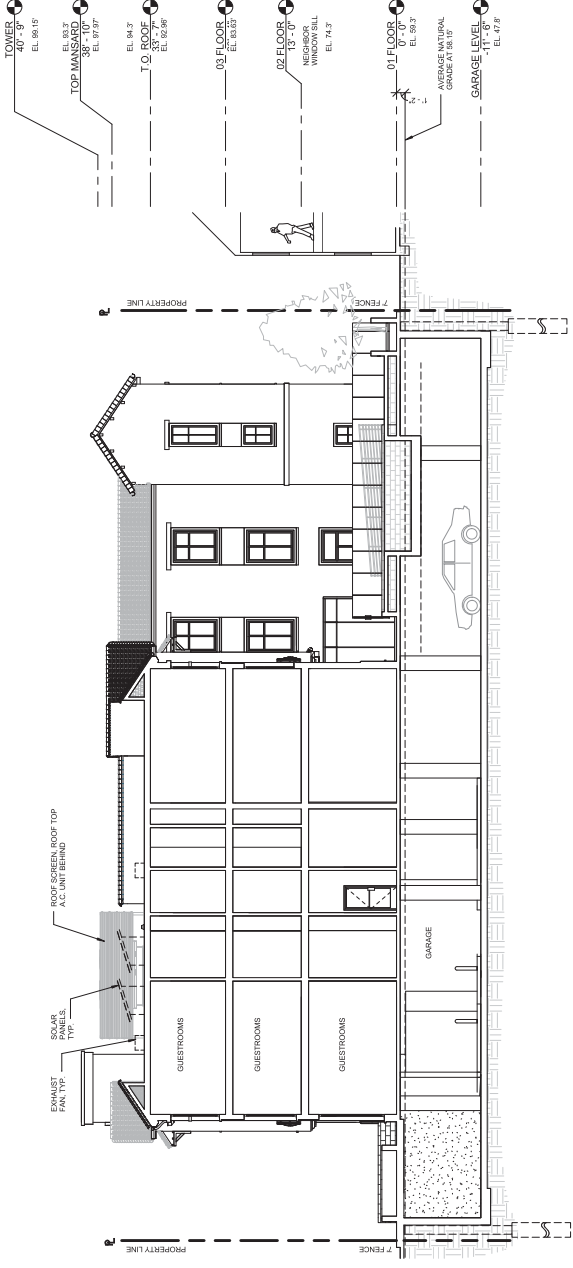
PHOTO SIMULATIONS

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

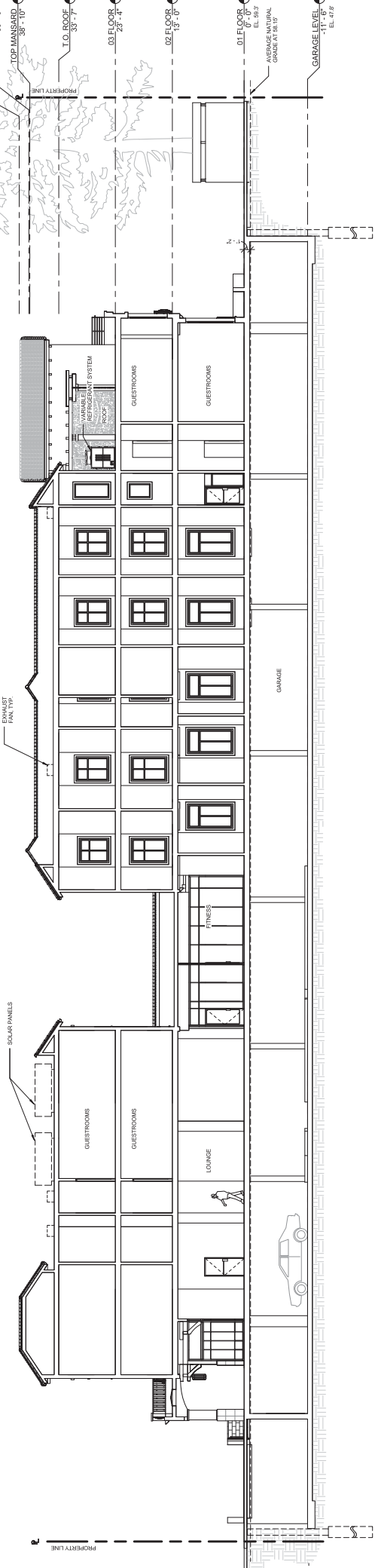
A13.1

PLANNING SUBMITTAL 06/2028
PROJECT NO. 1911

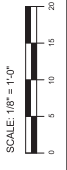




1 BUILDING SECTION A
1/8" = 1'-0"



2 BUILDING SECTION B
1/8" = 1'-0"



A14

PLANNING SUBMITTAL 06/2023
PROJECT NO. 2011

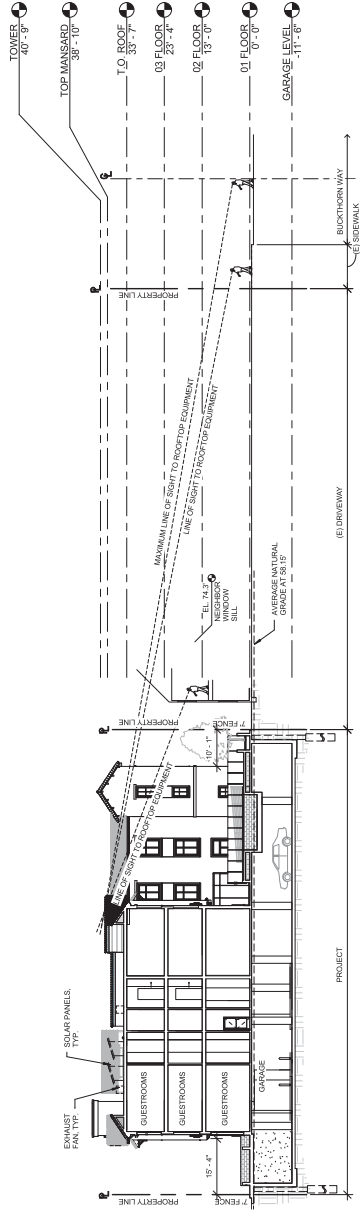
BUILDING SECTIONS

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

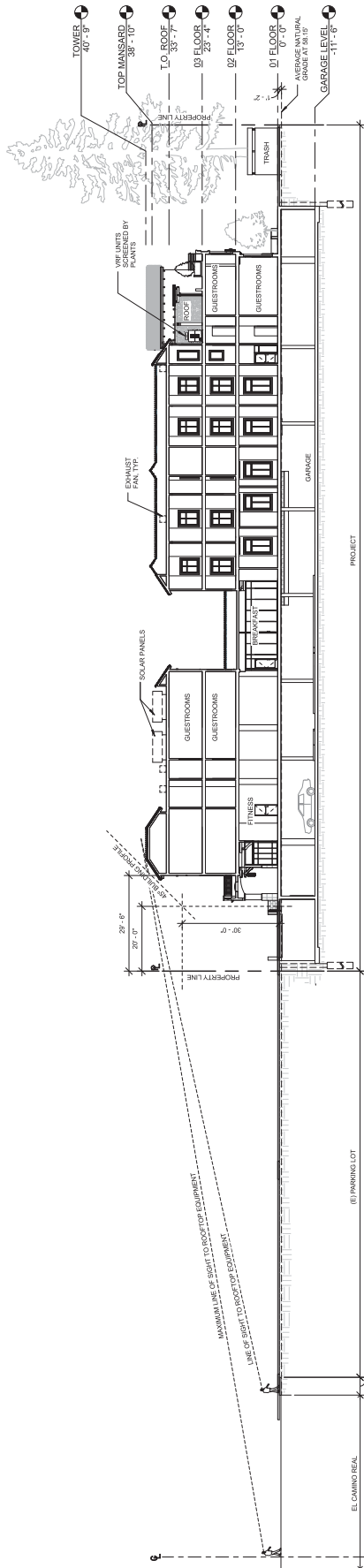


LINE OF SIGHT DIAGRAM

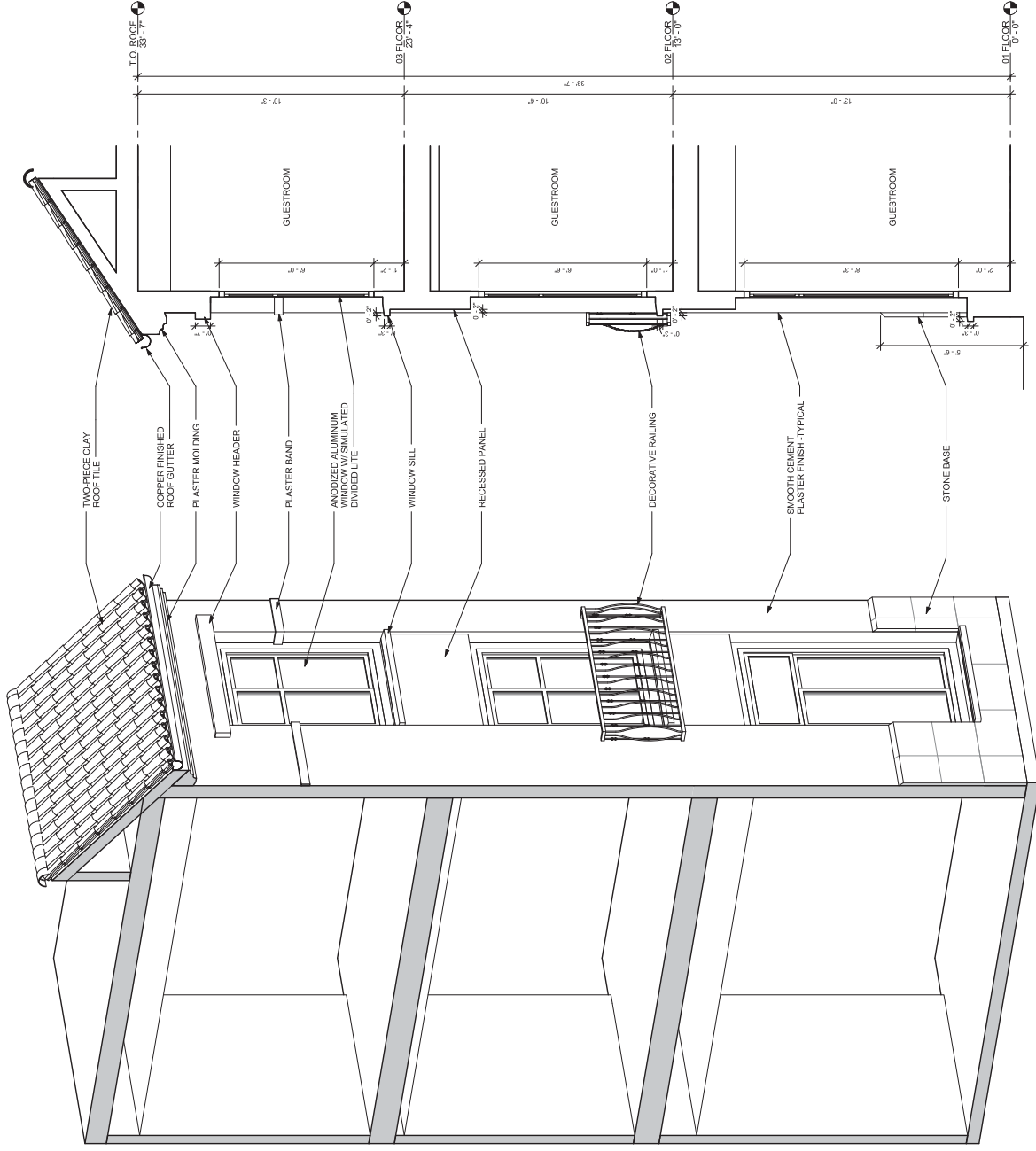
1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL



1 SITE SECTION A
1/16" = 1'-0"



2 SITE SECTION B
1/16" = 1'-0"



2 WALL PROFILE DETAIL
1/2" = 1'-0"

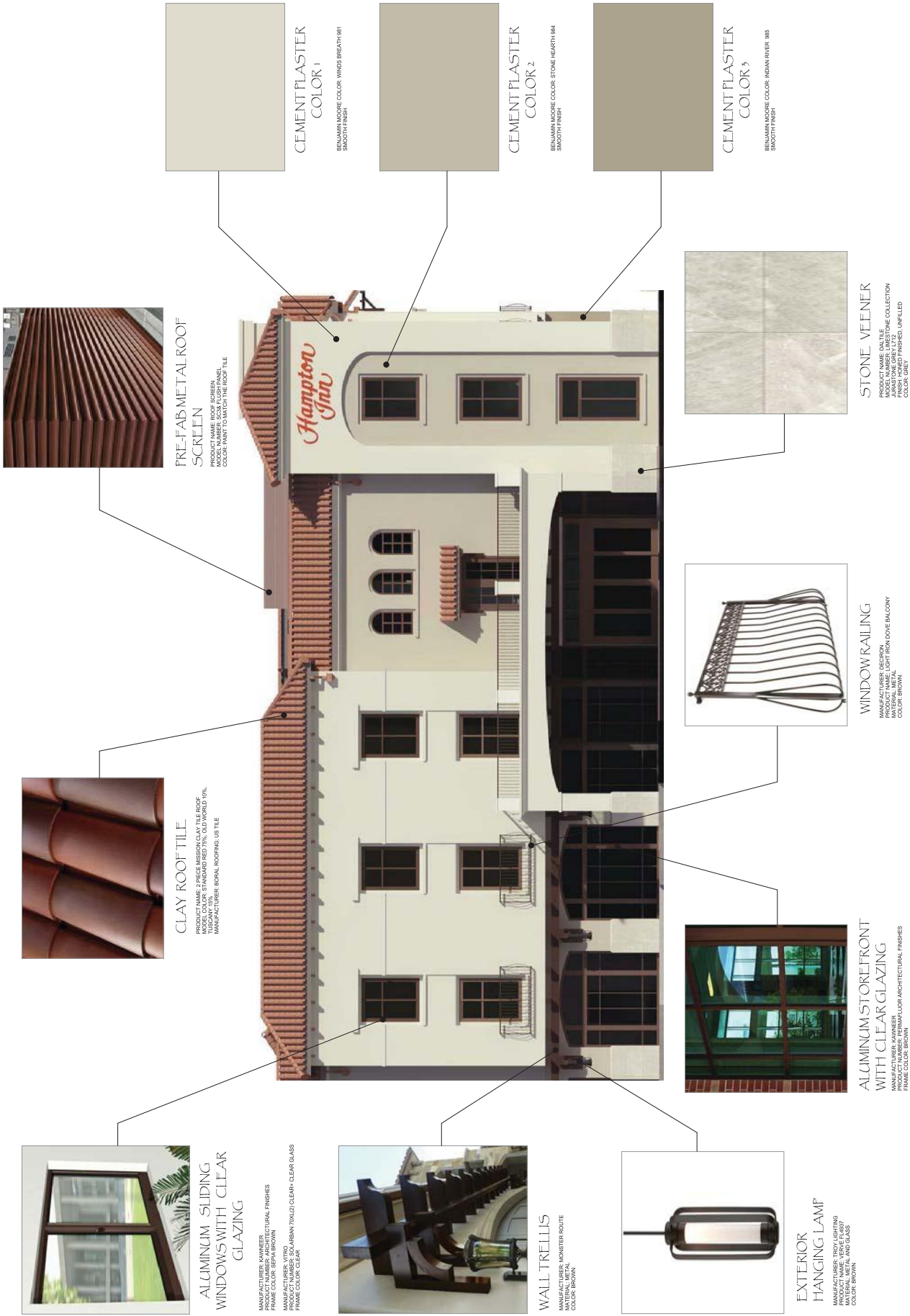
1 WALL PROFILE AXO

WALL PROFILE DETAILS

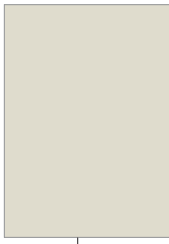
1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL



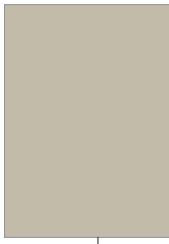
COLORS AND MATERIAL BOARD



PRE-FAB METAL ROOF SCREEN
PRODUCT NAME: ROOF SCREEN
MANUFACTURER: MONTELEONE
COLOR: PAINT TO MATCH THE ROOF TILE



CEMENT PLASTER COLOR 1
BENJAMIN MOORE COLOR: WINDS BREATHER
SMOOTH FINISH



CEMENT PLASTER COLOR 2
BENJAMIN MOORE COLOR: STONE HEARTY
SMOOTH FINISH



CEMENT PLASTER COLOR 3
BENJAMIN MOORE COLOR: INDIAN RIVER
SMOOTH FINISH



CLAY ROOF TILE
PRODUCT NAME: BROWN CLAY TILE
MANUFACTURER: BORNAL ROOFING US
COLOR: BROWN



STONE VENEER
PRODUCT NAME: DANLIE
MANUFACTURER: DANLIE
COLOR: GREY



WINDOW RAILING
MANUFACTURER: DECORON
MANUFACTURER COLOR: LIGHT IRON OXIDE BALCONY
MATERIAL: METAL
COLOR: BROWN



ALUMINUM SLIDING WINDOWS WITH CLEAR GLAZING
MANUFACTURER: KAWNEER
MANUFACTURER COLOR: BROWN
PRODUCT NUMBER: SOLARBAN 70100 CLEAR CLEAR GLASS
FRAME COLOR: CLEAR



WALL TRELLIS
MANUFACTURER: MONSTER ROUTE
MATERIAL: METAL
COLOR: BROWN



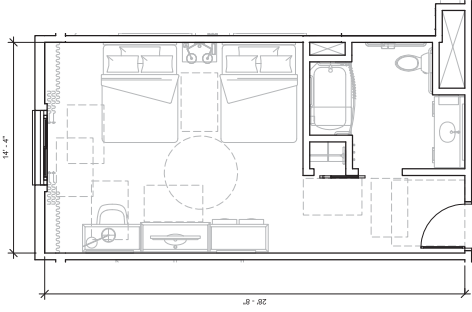
EXTERIOR HANGING LAMP
MANUFACTURER: TROY LIGHTING
MATERIAL: METAL AND GLASS
COLOR: BROWN



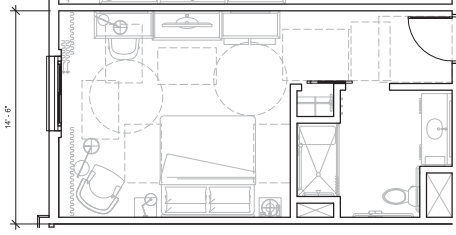
ALUMINUM STOREFRONT WITH CLEAR GLAZING
MANUFACTURER: KAWNEER
MANUFACTURER COLOR: BROWN
MATERIAL: ALUMINUM ARCHITECTURAL FINISHES
FRAME COLOR: BROWN



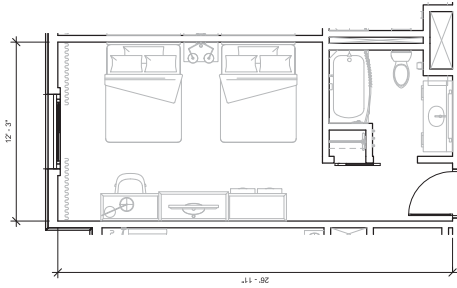
SCALE: 1/4" = 1'-0"



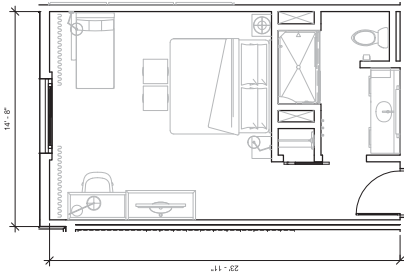
③ MODEL ROOM-ACCESSIBLE DOUBLE QUEEN
1/4" = 1'-0"



② MODEL ROOM-ACCESSIBLE KING
1/4" = 1'-0"



④ MODEL ROOM-DOUBLE QUEEN
1/4" = 1'-0"



① MODEL ROOM-KING
1/4" = 1'-0"

UNIT PLANS & LEED CHECKLIST

1701 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

LEED 2009 for New Construction and Major Renovations
Project Checklist

127	1	Sustainable Sites	Possible Points: 26
Y	Prereq 1	Construction Activity Pollution Prevention	
1	Cr061.1	Site Selection	1
1	Cr061.2	Development Density and Community Connectivity	5
1	Cr061.3	Brownfield Redevelopment	1
1	Cr061.4	Alternative Transportation—Public Transportation Access	6
1	Cr061.5	Alternative Transportation—Bicycle Storage and Changing Rooms	1
1	Cr061.6	Alternative Transportation—Low-Emitting and Fuel-Efficient Vehicles	3
1	Cr061.7	Alternative Transportation—Parking Capacity	2
1	Cr061.8	Alternative Transportation—Protect or Restore Habitat	1
1	Cr061.9	Site Development—Minimize Open Space	1
1	Cr061.10	Site Development—Protect or Restore Habitat	1
1	Cr061.11	Site Development—Quality Construction	1
1	Cr061.12	Stormwater Design—Quality Control	1
1	Cr061.13	Heat Island Effect—Non-roof	1
1	Cr061.14	Heat Island Effect—Roof	1
1	Cr061.15	Light Pollution Reduction	1
6	Y	Water Efficiency	Possible Points: 10
2	Prereq 1	Water Use Reduction—20% Reduction	
2	Cr062.1	Water Efficient Landscaping	2 to 4
2	Cr062.2	Innovative Wastewater Technologies	2
2	Cr062.3	Water Use Reduction	2 to 4
14	Y	Energy and Atmosphere	Possible Points: 35
Y	Prereq 1	Fundamental Commissioning of Building Energy Systems	
Y	Prereq 2	Minimum Energy Performance	
Y	Prereq 3	Fundamental Refrigerant Management	
10	Cr063.1	Optimize Energy Performance	1 to 19
1	Cr063.2	Site-Specific Energy Performance	1 to 7
2	Cr063.3	Enhanced Commissioning	2
2	Cr063.4	Enhanced Refrigerant Management	2
2	Cr063.5	Measurement and Verification	2
2	Cr063.6	Green Power	2
4	Y	Materials and Resources	Possible Points: 14
Y	Prereq 1	Storage and Collection of Recyclables	
1	Cr064.1	Building Reuse—Maintain Existing Walls, Floors, and Roof	1 to 3
1	Cr064.2	Building Reuse—Maintain 50% of Interior Non-Structural Elements	1 to 2
1	Cr064.3	Construction Waste Management	1 to 2
2	Cr064.4	Recycled Content	1 to 2
2	Cr064.5	Regional Materials	1 to 2
1	Cr064.6	Rapidly Renewable Materials	1 to 2
1	Cr064.7	Certified Wood	1 to 2
9	Y	Indoor Environmental Quality	Possible Points: 15
Y	Prereq 1	Minimum Indoor Air Quality Performance	
Y	Prereq 2	Environmental Tobacco Smoke (ETS) Control	
1	Cr065.1	Outdoor Air Delivery Monitoring	1
1	Cr065.2	Increased Ventilation	1
1	Cr065.3	Construction IQ Management Plan—During Construction	1
1	Cr065.4	Construction IQ Management Plan—Post-Construction	1
1	Cr065.5	Low-Emitting Materials—Adhesives and Sealants	1
1	Cr065.6	Low-Emitting Materials—Paints and Coatings	1
1	Cr065.7	Low-Emitting Materials—Flooring Systems	1
1	Cr065.8	Low-Emitting Materials—Composite Wood and Agrifiber Products	1
1	Cr065.9	Low-Emitting Materials—Paints and Coatings	1
1	Cr065.10	Indoor Chemical and Pollutant Source Control	1
1	Cr065.11	Acoustic Performance—Sound Absorption	1
1	Cr065.12	Acoustic Performance—Sound Isolation	1
1	Cr065.13	Acoustic Performance—Vibrational Comfort	1
1	Cr065.14	Thermal Comfort—Design	1
1	Cr065.15	Thermal Comfort—Verification	1
1	Cr065.16	Daylight and Views—Daylight	1
1	Cr065.17	Daylight and Views—Views	1
1	Cr065.18	Daylight and Views—Views	1
1	Y	Innovation and Design Process	Possible Points: 6
1	Cr066.1	Innovation in Design—Specific Title	1
1	Cr066.2	Innovation in Design—Specific Title	1
1	Cr066.3	Innovation in Design—Specific Title	1
1	Cr066.4	Innovation in Design—Specific Title	1
1	Cr066.5	Innovation in Design—Specific Title	1
1	Cr066.6	LEED Accredited Professional	1
1	Y	Regional Priority Credits	Possible Points: 4
1	Cr067.1	Regional Priority—Specific Credit	1
1	Cr067.2	Regional Priority—Specific Credit	1
1	Cr067.3	Regional Priority—Specific Credit	1
1	Cr067.4	Regional Priority—Specific Credit	1
33	4	Total	Possible Points: 110





AXONOMETRIC VIEW - SOUTH WEST
NOT TO SCALE



AXONOMETRIC VIEW - NORTH EAST
NOT TO SCALE



MASSING STUDIES

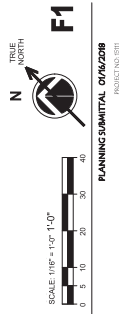
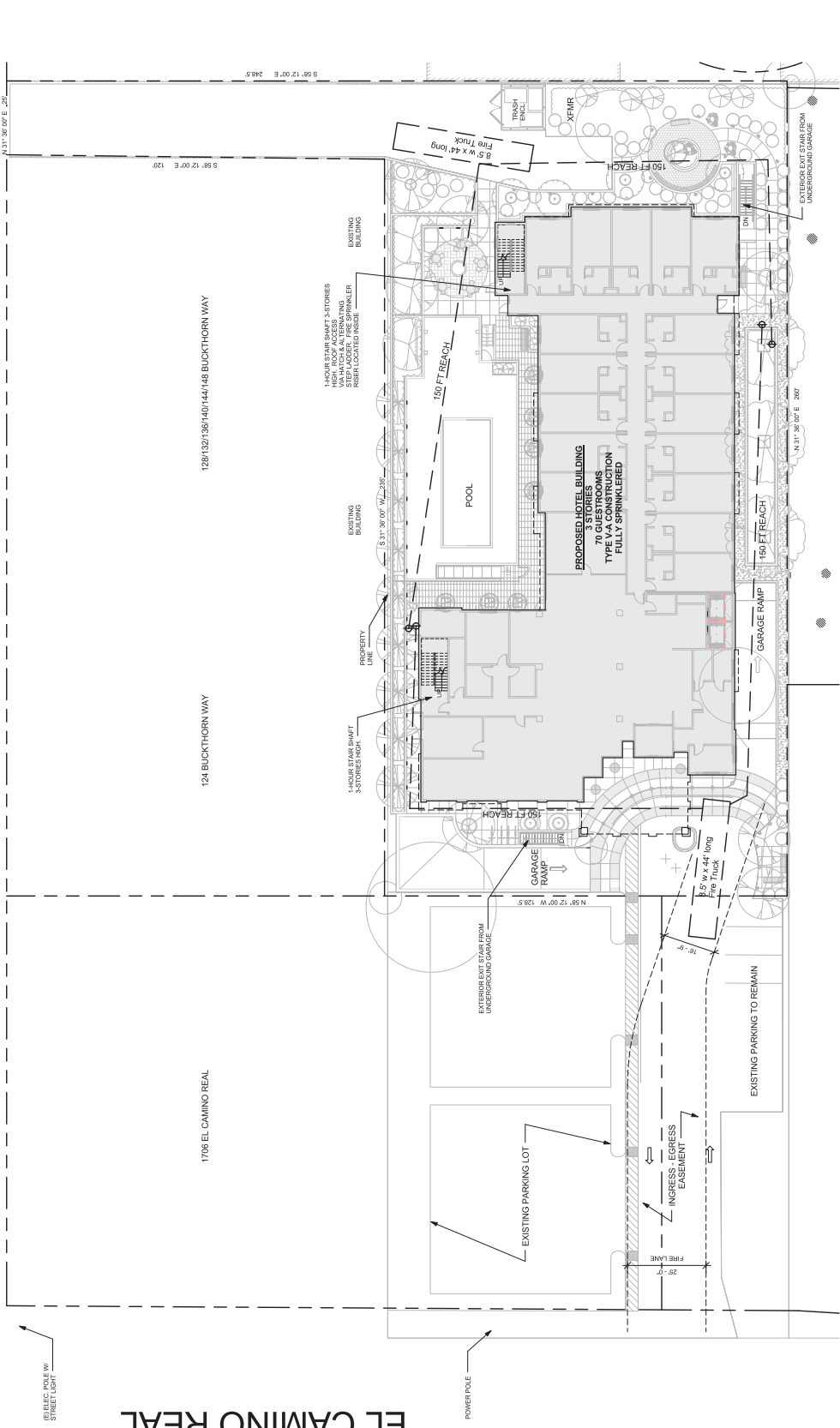
1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

A18

FLANNING SUBMITTAL 06/2028
PROJECT NO. 101



BUCKTHORN WAY



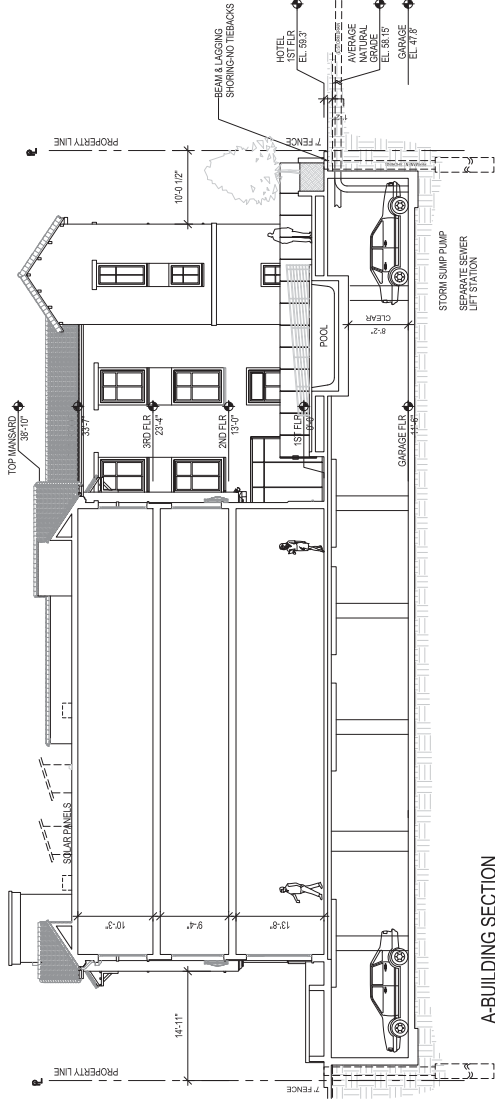
FIRE ACCESS SITE PLAN

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

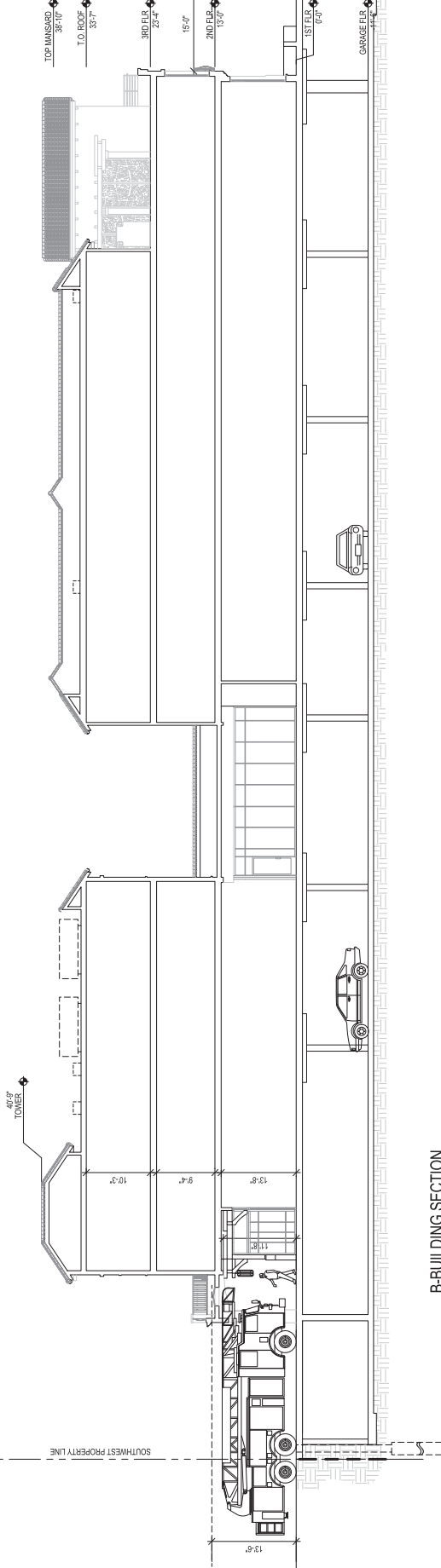


F1
PLANNING SUBMITTAL 09/10/2018
PROJECT NO. 18-011





A-BUILDING SECTION



B-BUILDING SECTION



FIRE ACCESS BUILDING SECTIONS

1704 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SAGAR PATEL

PLANNING SUBMITTAL 02/14/2018 PROJECT NO. 1811

F2





MENLO PARK, CALIFORNIA

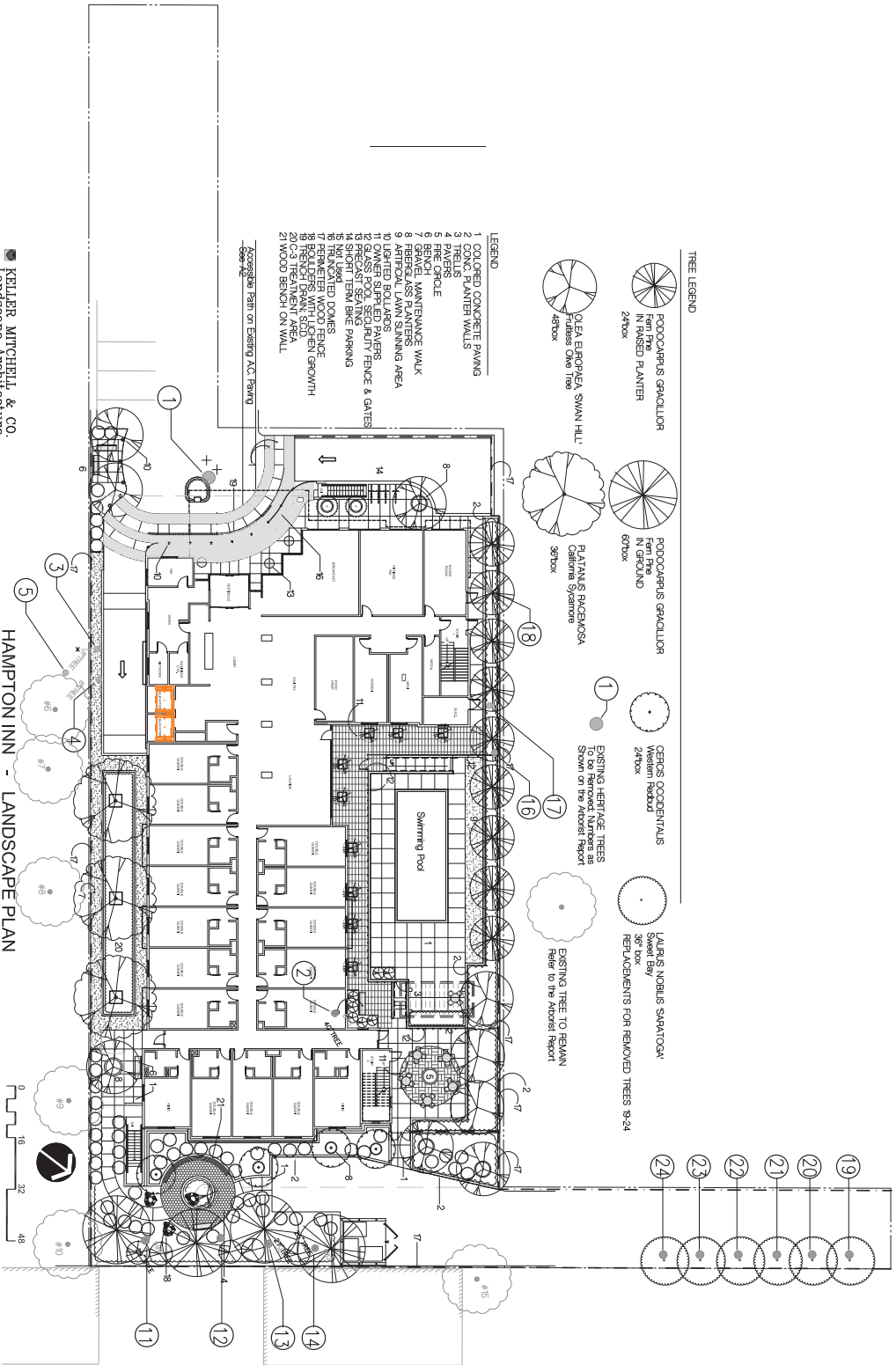
SAGAR PATEL

Landscape Plan

KELLER MITCHELL & CO.
Landscape Architecture
10100 SAN Geronimo, SUITE 200
SAN ANTONIO, TEXAS 78203
TEL: 214.343.8887 FAX: 214.343.8887

HAMPTON INN - LANDSCAPE PLAN
MENLO PARK
1/17/2018

1/8" = 1'-0"



SHEET NO.

L4.1

12/05/15

REVISIONS

DATE



PLANTING



CATALINA IRONWOOD



MAIDENHAIR TREE



FRUITLESS OLIVE TREE



GRAPE HYRTLE MULTI-TRUNK



COAST REDWOOD TREE



CEDAR TREE



CANARY ISLAND PINE



COAST LIVE OAK TREE



PACIFIC DOGWOOD



WESTERN REDBUD



BRISBANE BOX



CALIFORNIA SYCAMORE

FENCES AND FURNITURE



ARTIFICIAL TURF AT POOL



ROUND BENCH



WOOD SCREEN FENCE



WOOD & METAL BENCH



GLASS POOL FENCE



BIKE RACK



ROUND PLANTER



CONCRETE PLANTER WALL

GRADING LEGEND

- XXXXX GRADE ELEVATION
- SLOPE AND DIRECTION
- LIMIT OF EXTERIOR GAME WALL TACE

GRADING KEYNOTES

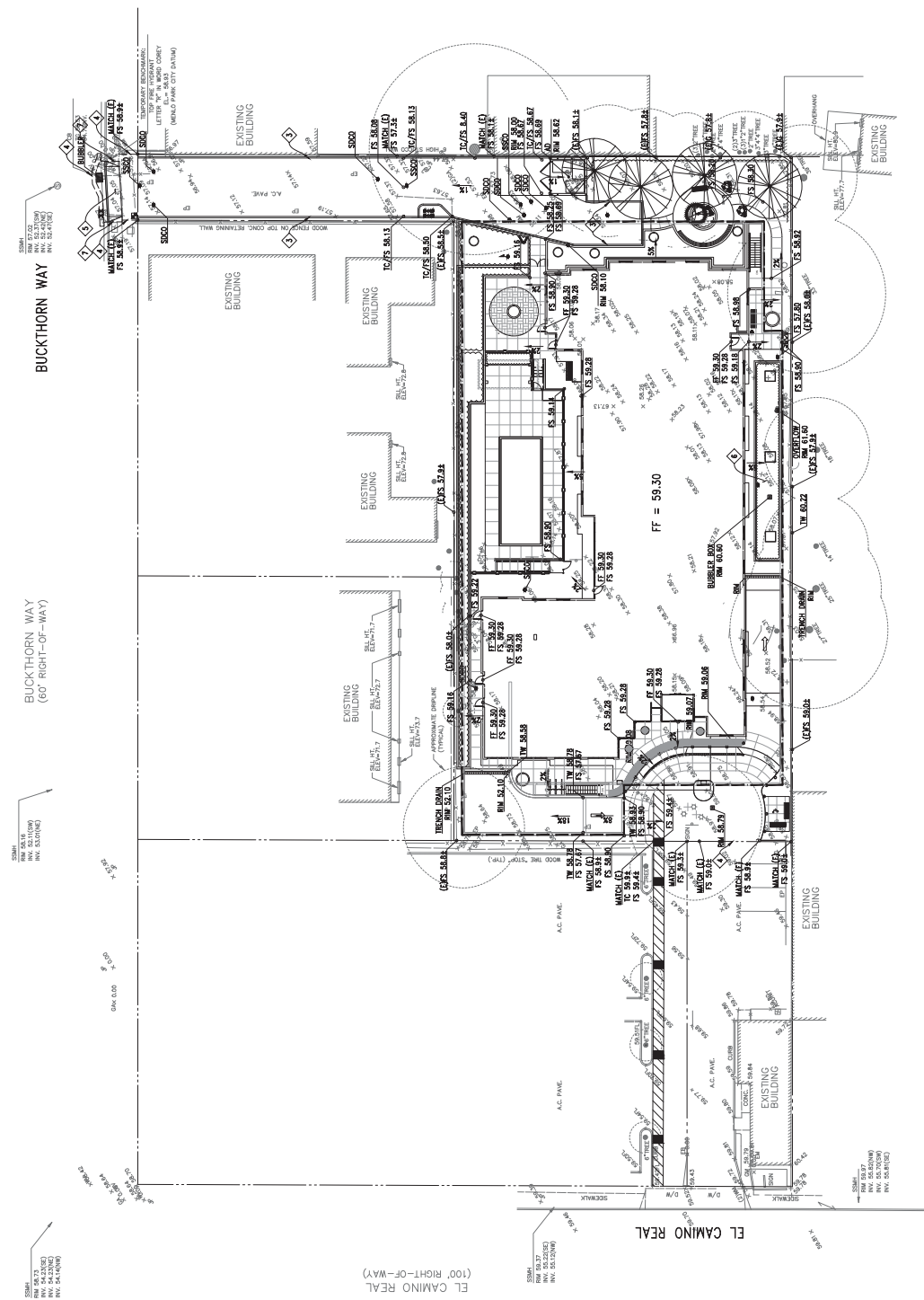
- ◇ INSTALL NEW 6" CURB
- ◇ INSTALL NEW CURB & GUTTER
- ◇ INSTALL NEW FLUSH CURB
- ◇ SMOOTH AND COMPACT
- ◇ NEW ASPHALT PER CITY OF MENLO PARK STANDARD DETAIL 02-13.
- ◇ FLOW-THROUGH PLANTER. SEE DETAIL 1/06-0
- ◇ SAWCUT & CONFORM TO NEAREST EXPANSION OR CONTRACTION JOINT.

ARBORIST NOTE

THESE ARE COVERED ACTIVITIES WITHIN TREE PROTECTION ZONES (TPZ), AS OUTLINED IN THE PROJECT ARBORIST REPORT BY ARBOR RESOURCES, INC. (AR-17-0006). ANY CHANGES TO THE TPZ OR TPZ RECOMMENDATIONS SHALL BE PLACED IN JOINT TRENCH. SEE MEP DRAWINGS.

CITY OF MENLO PARK UTILITY NOTE

LATERAL CONNECTIONS TO OVERHEAD ELECTRIC, FIBER OPTIC AND COMMUNICATIONS SHALL BE PLACED IN JOINT TRENCH. SEE MEP DRAWINGS.



HOBBACH-LEWIN, INC.
 260 SHATTUCK AVENUE, SUITE 150
 MENLO PARK, CA 94028
 (650) 321-5555, FAX (650) 617-9582

RYS ARCHITECTS

HOBBACH-LEWIN #11084.31

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DESIGN REVIEW ATTIFICATION 12/8/17

SHEET NO. **C3.0**

PROJ. NO. 10111
 HOBBACH-LEWIN #11084.31

Preliminary Grading & Drainage Plan

SAGAR PATEL

MENLO PARK, CALIFORNIA



Plot Date: Dec 07, 2017 - 6:38pm

PAVEMENT LEGEND

PAVEMENT SECTION TO BE APPROVED BY GEOTECHNICAL ENGINEER.

CONCRETE PAVEMENT SURFACES TO HAVE 28-DAY COMPRESSIVE STRENGTH OF AT LEAST 4000 PSI AND SHALL BE FINISHED TO A FINISH IN VEHICULAR TRAVEL AREA TO MEET A101 (AVERAGE SMOOTH TRUCK TRACKS) OF 1.

- 5" CONCRETE #1 / #4 12" O.C. E.W. OVER 6" CLASS 2 BASEDOCK COMPACTED TO BSA 90% R.C.
- 4" AC PAVEMENT OVER 12" CLASS 2 BASEDOCK COMPACTED TO BSA 8.C. OVER 90% R.C. COMPACTED NATIVE SOILS
- 6" CONCRETE #1 / #4 12" O.C. E.W. OVER 6" CLASS 2 BASEDOCK COMPACTED TO BSA 90% R.C.
- 4" AC PAVEMENT OVER 12" CLASS 2 BASEDOCK COMPACTED TO BSA 8.C. OVER 90% R.C. COMPACTED NATIVE SOILS
- 6" CONCRETE #1 / #4 12" O.C. E.W. OVER 6" CLASS 2 BASEDOCK COMPACTED TO BSA 90% R.C.
- 4" AC PAVEMENT OVER 12" CLASS 2 BASEDOCK COMPACTED TO BSA 8.C. OVER 90% R.C. COMPACTED NATIVE SOILS

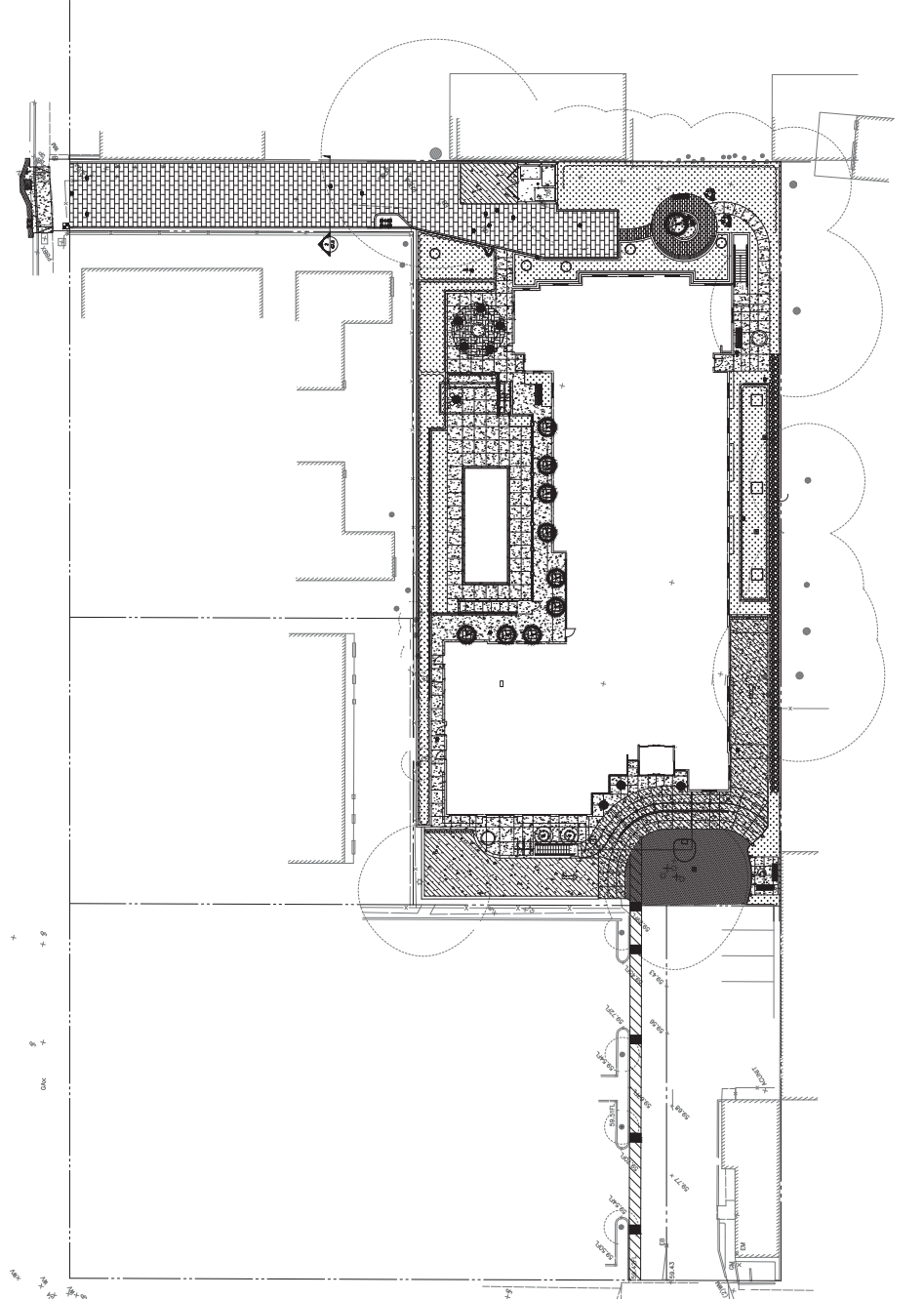
- CONCRETE (PEDESTRIAN AREAS)
- AC PAVEMENT
- LANDSCAPE
- VEHICULAR CONCRETE
- PERMEABLE PAVERS
- DECOMPOSED GRANITE

PAVEMENT NOTE

- * SET LANDSCAPE CURBS PER PLANTING SCHEDULES AND NOT SHOWN AS WELL AS CONCRETE CURBS, SORE MARK LOCATIONS.

BUCKTHORN WAY

BUCKTHORN WAY
(60' RIGHT-OF-WAY)



EL CAMINO REAL

EL CAMINO REAL
(100' RIGHT-OF-WAY)

SHEET NO. **C3.1**

DESIGN REVIEW AFFILIATION 12/8/17

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HOBACH-LEWIN, INC.
 230 SHATTUCK AVENUE, SUITE 150
 BERKELEY, CALIFORNIA 94704
 (415) 841-1500 FAX (415) 841-1501



HOBACH-LEWIN #11084.31

Pavement Plan

SAGAR PATEL

MENLO PARK, CALIFORNIA



Plot Date: Dec 07, 2017 - 6:38pm

- UTILITY LEGEND**
- WATER VALVE
 - WATER METER
 - BACKFLOW PREVENTER
 - CATCH BASIN
 - AREA DRAIN
 - CLEANOUT TO GRADE
 - FIRE DEPARTMENT CONNECTION
 - LIMIT OF EXTERIOR SERVICE
 - GRADE WALL FACE

- UTILITY KEYNOTES**
- 1 CATCH BASIN
 - 2 STORM DRAIN MANHOLE
 - 3 CLEANOUT TO GRADE
 - 4 REARCH DRAIN
 - 5 SEE MEP DRAWINGS FOR CONTINUATION
 - 6 CONNECT TO EXISTING SANITARY SERVICE
 - 7 IN ACCORDANCE WITH THE CITY OF MENLO PARK STANDARDS
 - 8 FLOW-THROUGH PLANTER
 - 9 DOUBLE DETECTOR CHECK ASSEMBLY
 - 10 DOMESTIC BACKFLOW PREVENTER
 - 11 FLOW-THROUGH PLANTER. SEE DETAIL 1/04.0
 - 12 BUBBLE PER CITY STANDARD DETAILS DR-7 AND DR-10

ARBORIST NOTE

WORKING ON OTHER ACTIVITIES WITHIN TREE PROTECTION ZONE (TPZ) SHALL BE REPORTED TO ARBOR RESOURCES, LIMITED BY EMAIL TO: ARBOR@ARRESOURCES.COM. ALL TREE REMOVALS SHOULD BE APPROVED AND SITED BY ARBOR RESOURCES PER AN ARBORIST REPORT RECOMMENDATIONS.

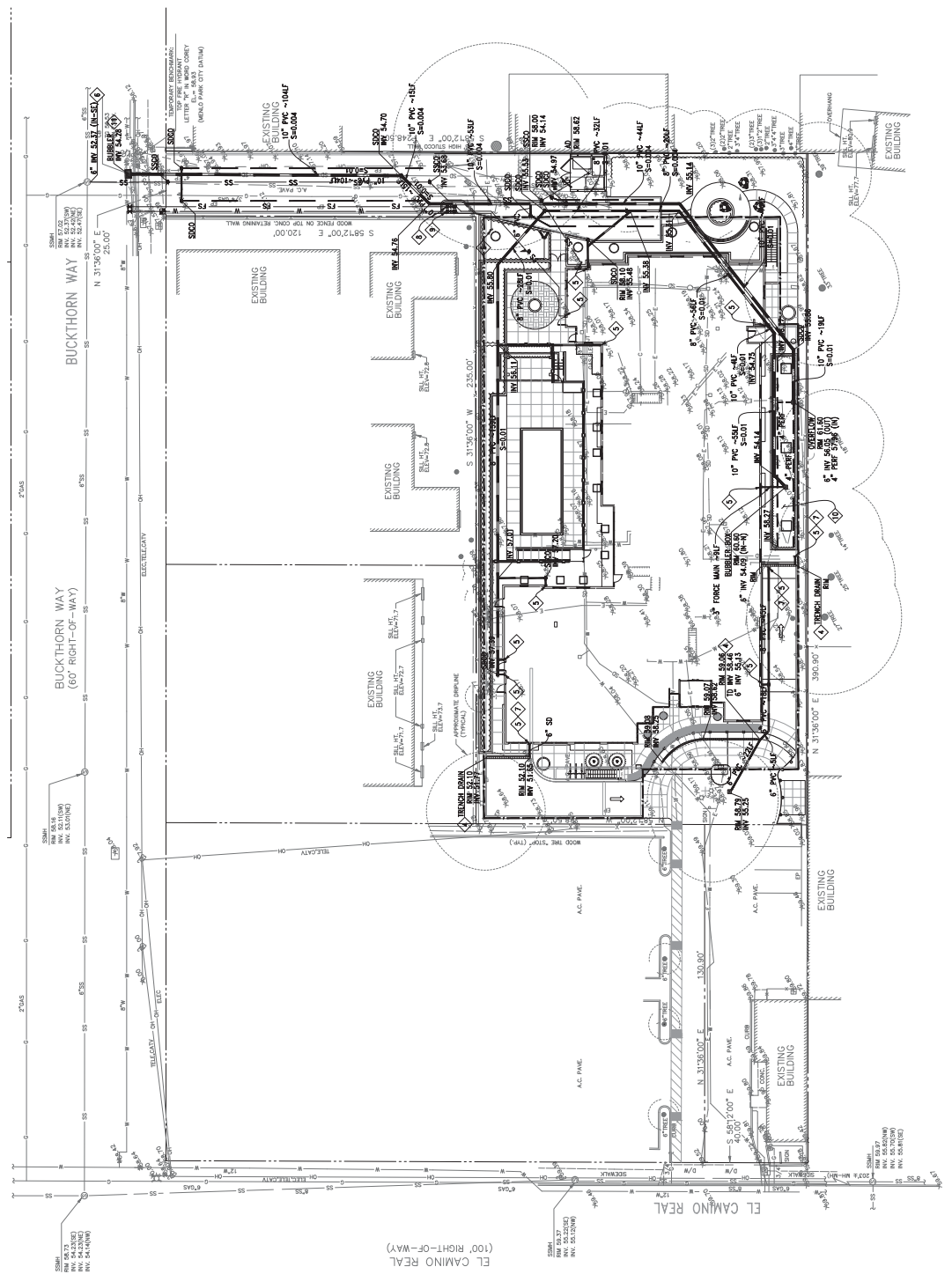
CITY OF MENLO PARK NOTE

— POTENTIAL UTILITY CONFLICTS

DURING THE DESIGN PHASE OF THE CONSTRUCTION PHASE, ALL POTENTIAL UTILITY CONFLICTS WILL BE IDENTIFIED WITH ACTUAL SURVEY RECORDS ON THE IMPROVEMENT PLANS SUBMITTED FOR CITY REVIEW AND APPROVAL.

CITY OF MENLO PARK UTILITY NOTE

LATERAL CONNECTIONS TO OVERHEAD ELECTRIC, FIBER OPTIC AND COMMUNICATIONS SHALL BE PLACED IN JOINT TRENCH. SEE MEP DRAWINGS.



HOBBACH-LEWIN, INC.
 2000 SHILOH AVENUE, SUITE 150
 MENLO PARK, CA 94028
 (650) 321-9500, FAX (650) 617-9502

RYS ARCHITECTS
 10771 E. STATE ST., SUITE 150
 RICHMOND, CA 94804
 (510) 891-1111, FAX (510) 891-1111

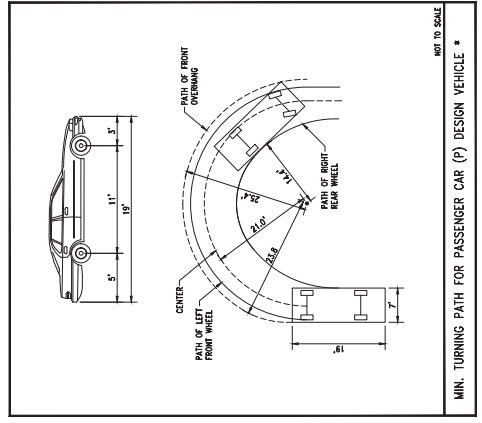
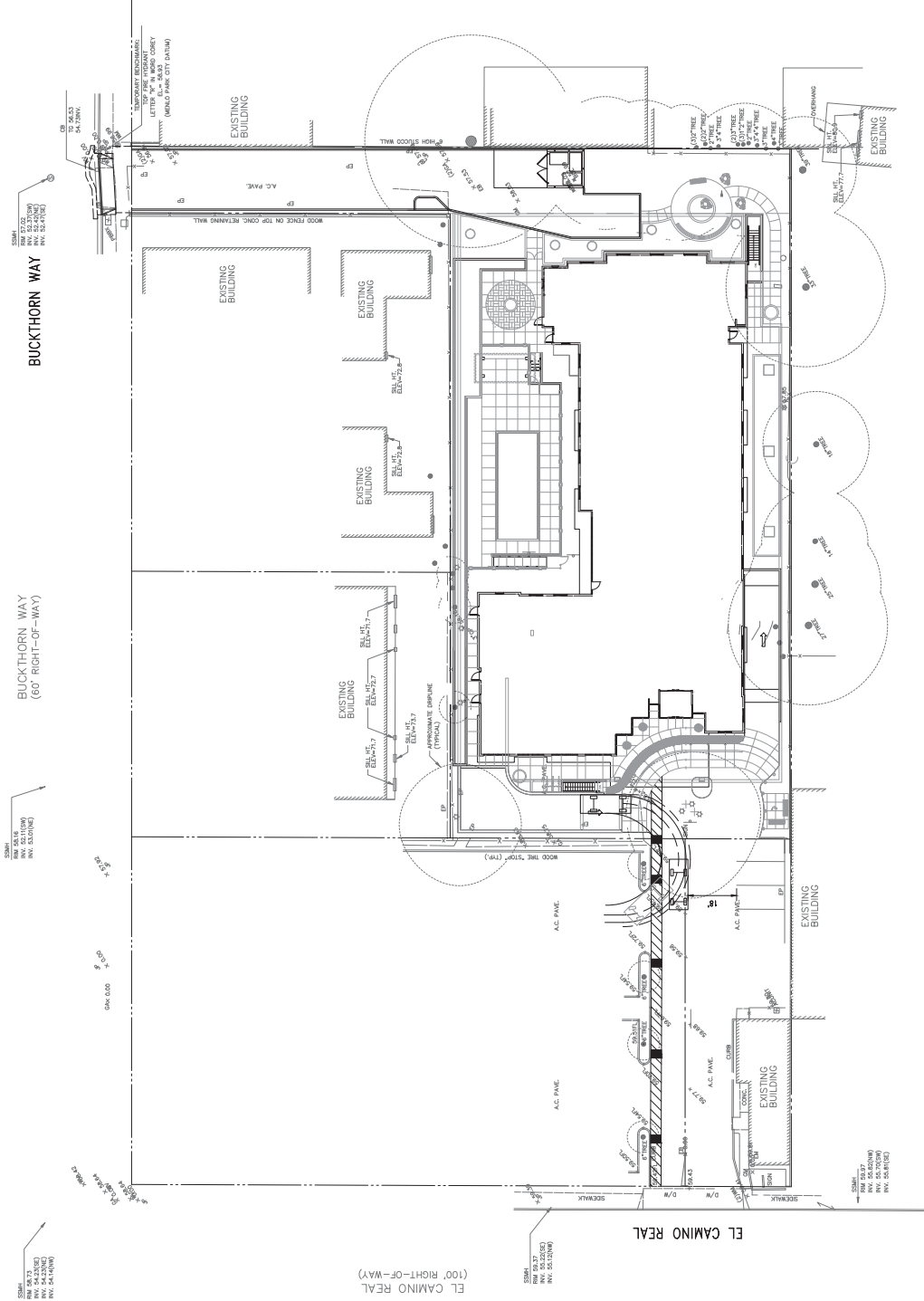
DESIGN REVIEW ATTIFICATION 12/8/17
SHEET NO. C4.0
 HOBBACH-LEWIN #11084.31

Utility Plan
 SAGAR PATEL

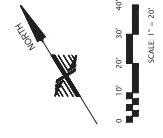
MENLO PARK, CALIFORNIA



Plot Date: Dec 07, 2017 - 6:33pm



MIN. TURNING PATH FOR PASSENGER CAR (P) DESIGN VEHICLE *
 * PER ASHBY'S PRACTICE ON GEOMETRIC DESIGN OF HIGHWAYS AND STREETS, 8TH EDITION, 2011



HOBACH-LEWIN, INC.
 240 SHATTUCK AVENUE, SUITE 150
 BERKELEY, CA 94704
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DESIGN REVIEW AFFILIATION 12/8/17
 SHEET NO. C3.3

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Vehicle Garage Existing Plan

SAGAR PATEL

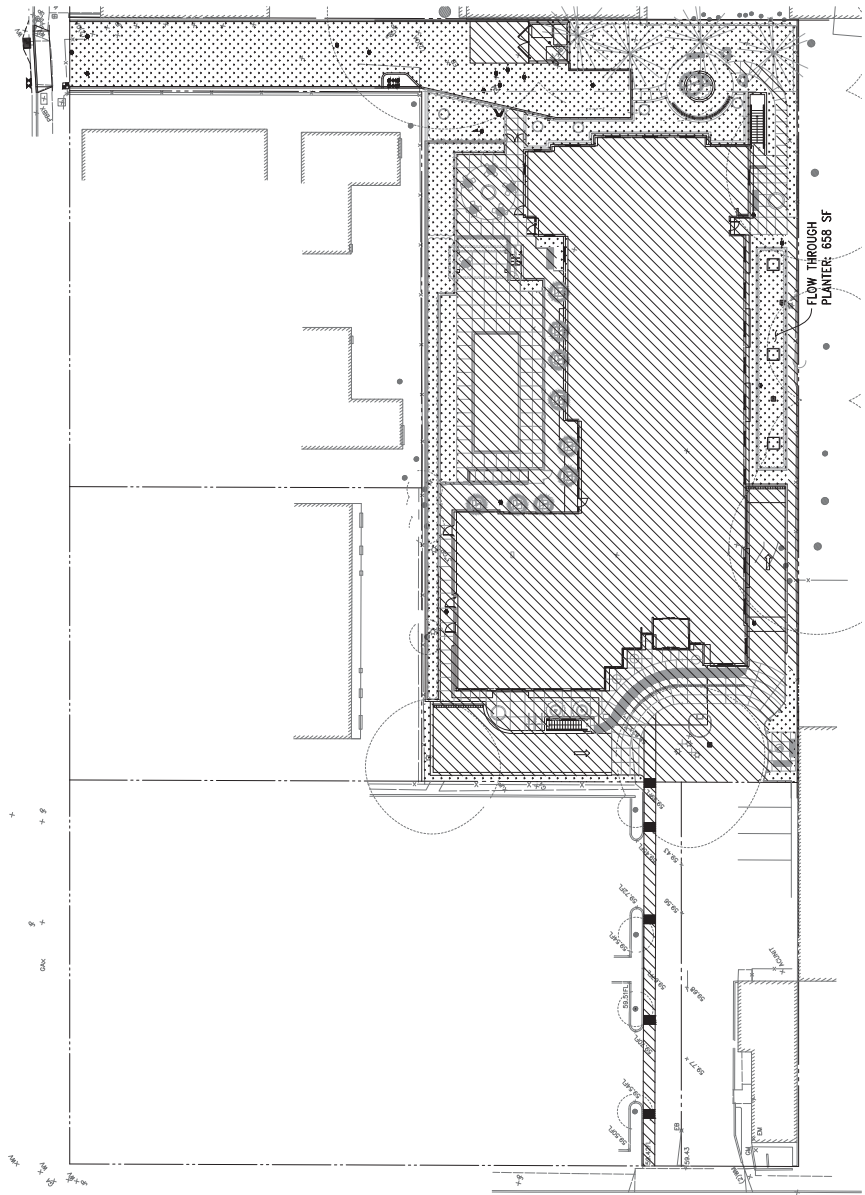
MENLO PARK, CALIFORNIA



Print Date: Dec 07, 2017 - 6:38pm

BUCKTHORN WAY
(GO RIGHT-OF-WAY)

BUCKTHORN WAY



EL CAMINO REAL

FLOW THROUGH
PLANTER: 658 SF

LEGEND

- PERVIOUS AREA (CURBSIDE, C-3 TREATMENT, PERVIOUS PAVES, TURF BLOCK)
- IMPERVIOUS AREA

PERVIOUS AND IMPERVIOUS AREA COMPARISON

	EXISTING CONDITIONS (SF)	%	PROPOSED CONDITIONS (SF)	%	DIFFERENCE (SF)	%
PAVEMENT AREA	34,410	82.2	25,588	70.3	-8,822	-11.9
IMPERVIOUS SURFACE	29,331	71.6	13,822	42.3	-15,509	-20.4

TREATMENT AND SIZING SUMMARY

PERVIOUS SURFACE (SF)	TREATMENT AREA PROVIDED (SF)	DIFFERS TREATMENT AREA
34,410	1,024 (40%)	33,386
25,588	658	24,930

* REQUIRED TREATMENT AREA USING THE COMBINATION FLOW AND VOLUME DESIGN BASED PER SAN WATTO COUNTY WATER POLLUTION CONTROL DISTRICT'S STORM WATER TECHNICAL GUIDANCE MANUAL, JUNE 2016, VERSION 3.2



Storm Water Treatment Plan

SAGAR PATEL

MENLO PARK, CALIFORNIA

DESIGN REVIEW AFFILIATION 12/8/17

SHEET NO. C5.0

HOBBACH-LEWIN, INC.

200 SHATTUCK AVENUE, SUITE 150
FREMONT, CA 94538
(415) 771-9500, Fax (415) 677-9902








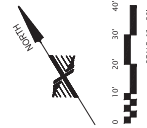
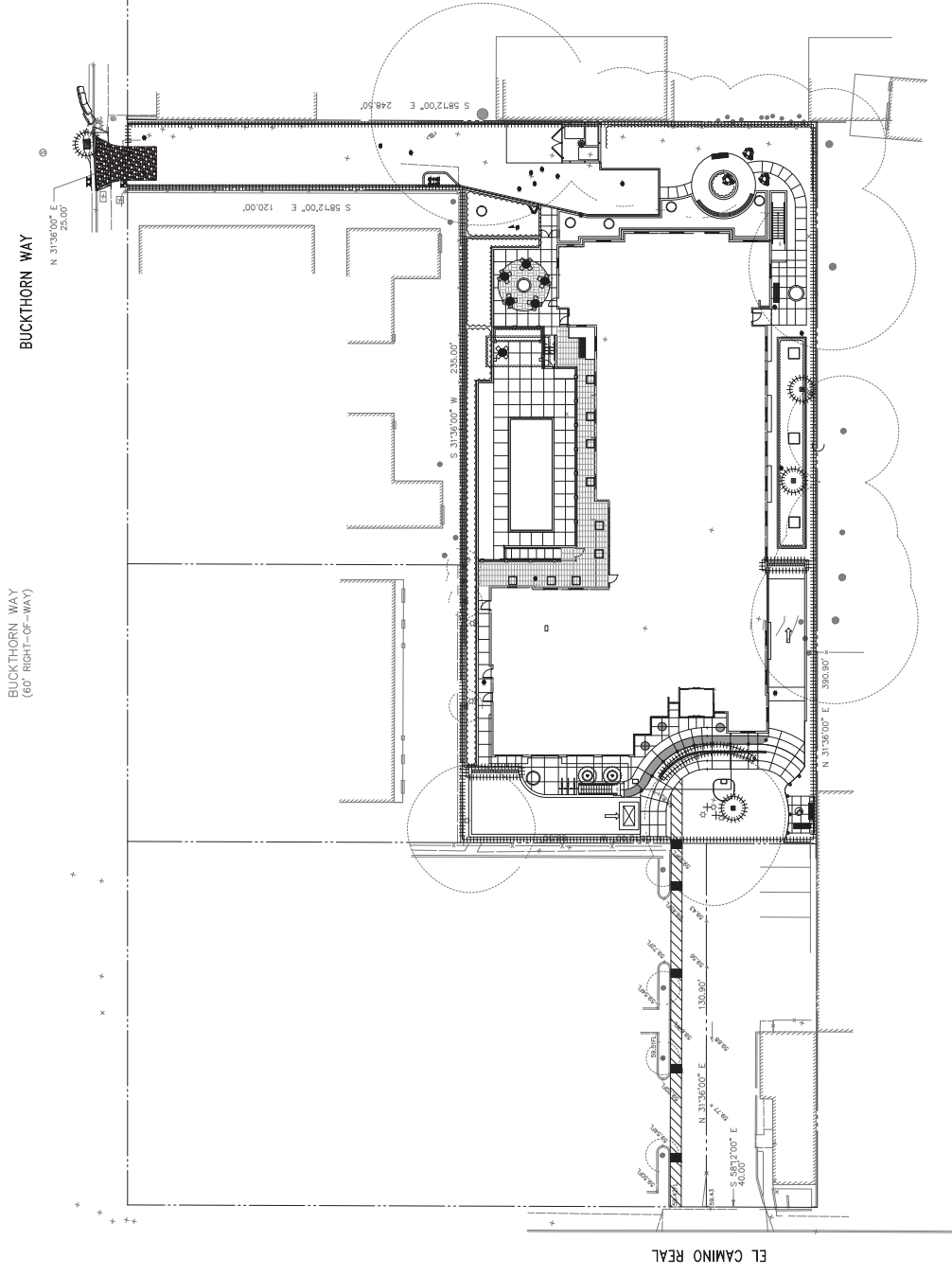
Plot Date: Dec 07, 2017 - 6:37pm

B37

HOBBACH-LEWIN #11084.31

LEGEND

-  CONCRETE WASHOUT (DETAIL 1/C5.1)
-  CATCH BASIN PROTECTION (DETAIL 2/C5.1)
-  FIBER ROLL (DETAIL 3/C5.1)
-  CATCH BASIN PROTECTION ALONG STREETS (DETAIL 4/C5.1)
-  STABILIZED CONSTRUCTION DRAINAGE (DETAIL 5/C5.1)



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HOBACH-LEWIN, INC.
 230 SHATTUCK AVENUE, SUITE 150
 BERKELEY, CALIFORNIA 94704
 (925) 835-5500, Fax: (925) 835-5902

RYS ARCHITECTS

SHEET NO. C6.0

DESIGN REVIEW AFFILIATION 12/8/17

PROJ. NO. 1011
 HOBACH-LEWIN #11084.31

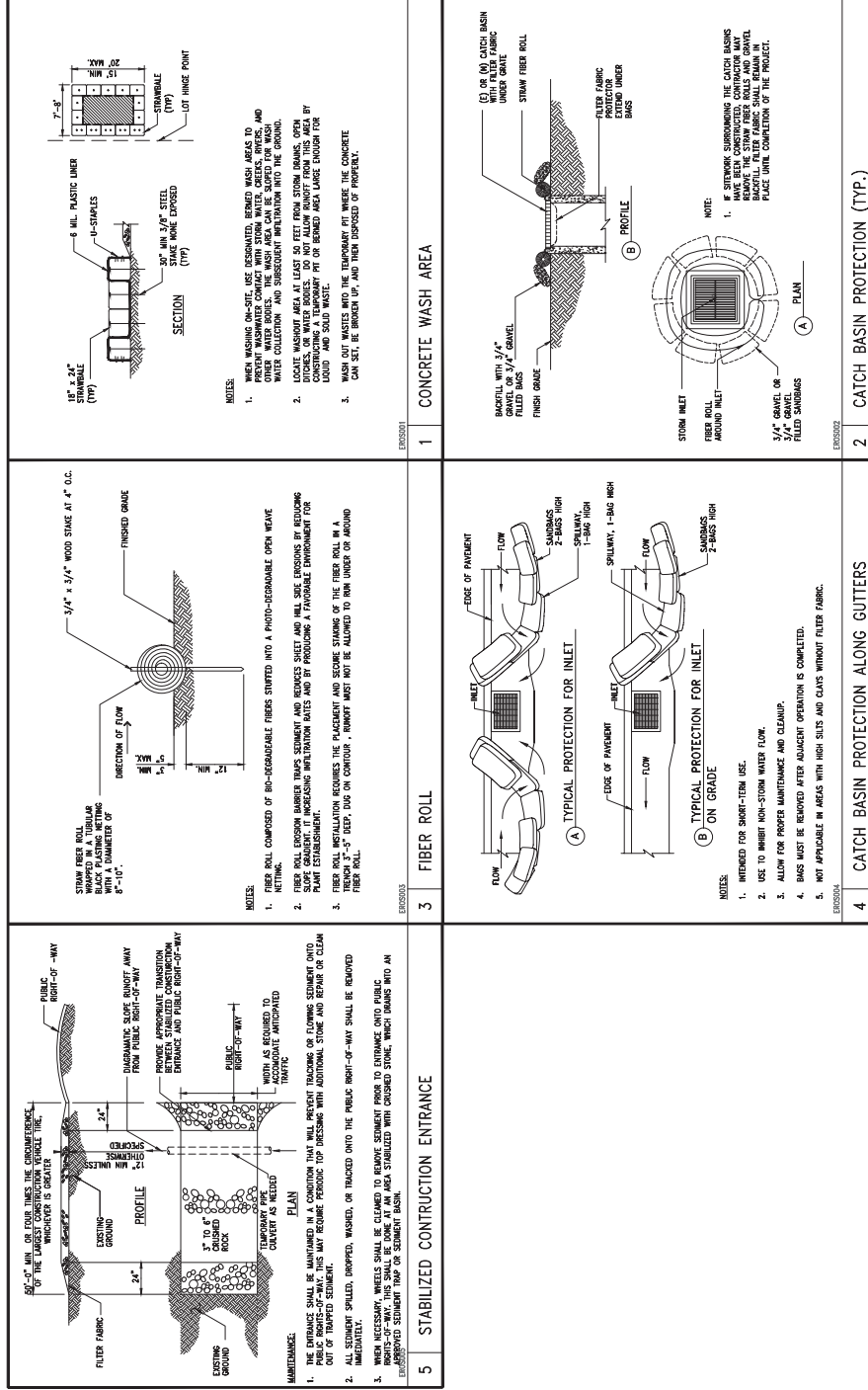
Erosion Control Plan

SAGAR PATEL

MENLO PARK, CALIFORNIA



Plot Date: Dec 07, 2017 - 6:37pm



HOBACH-LEWIN, INC.
 2001 E. 15TH AVENUE, SUITE 150
 P.O. BOX 1100
 FORT COLLINS, CO 80501
 (970) 226-1100 FAX (970) 226-1102



SHEET NO. C6.1
 DESIGN REVIEW ATTIFICATION 12/8/17
 HOBBACH-LEWIN #1084.31

DISCLAIMER: TOPOGRAPHIC INFORMATION, INCLUDING PROPERTY LINES, EXISTING GRADES, EXISTING UTILITIES LOCATIONS, ETC. SHOWN ARE FOR INFORMATION ONLY. THE DESIGNER HAS NOT CONDUCTED A FIELD SURVEY AND HAS NOT BEEN INDEPENDENTLY VERIFIED BY HOBACH-LEWIN, INC.

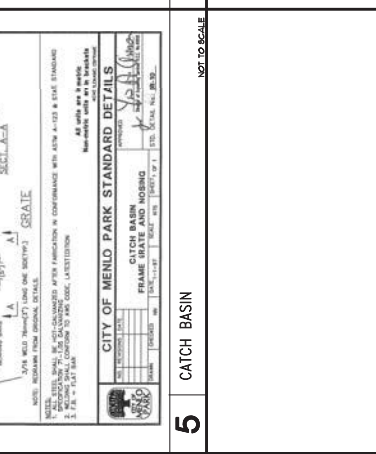
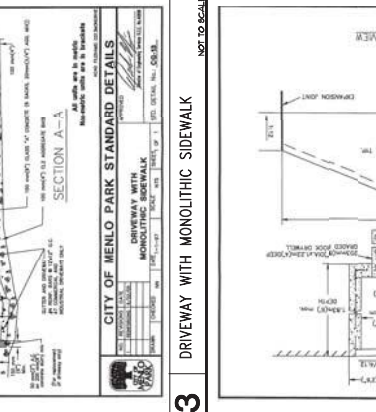
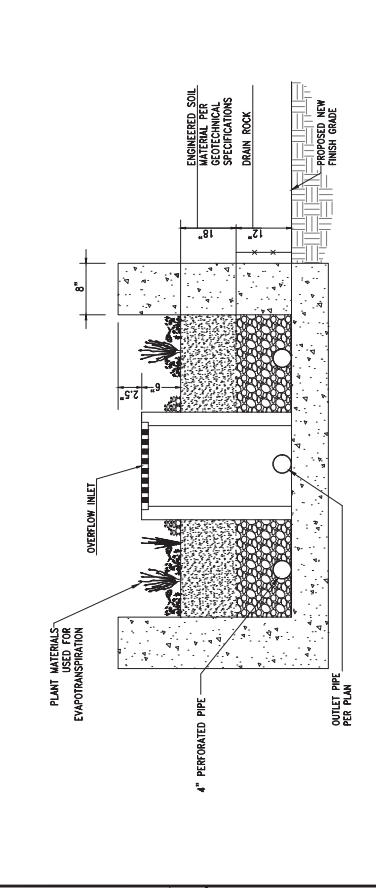
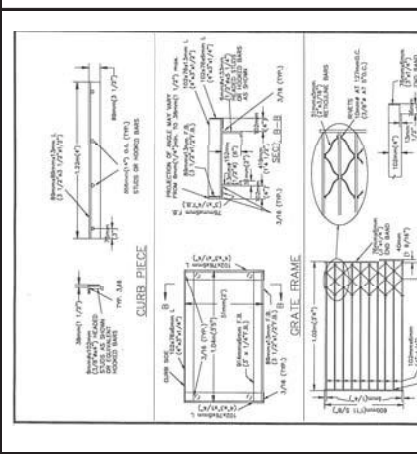
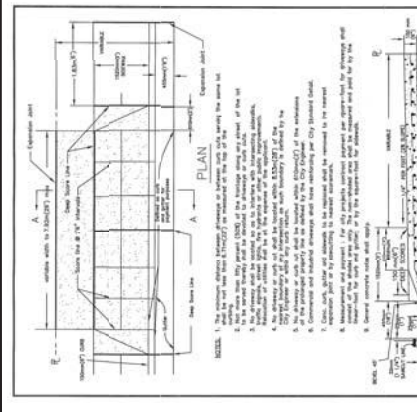
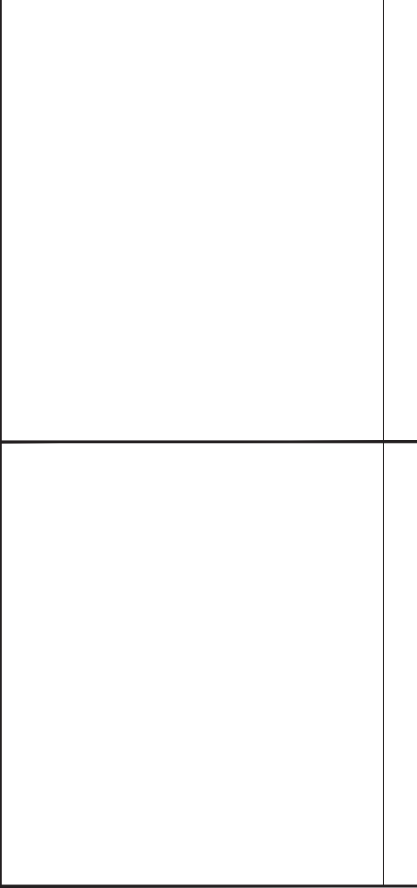
Erosion Control Details

SAGAR PATEL

MENLO PARK, CALIFORNIA



Plot Date: Dec 07, 2017 - 6:37pm



2 FIRE APPARATUS ACCESS ROAD W/ PERMEABLE PAVERS SECTION

4 STANDARD BUBBLER OUTLET

5 CATCH BASIN

Details



Type	Description	Manufacturer	Catalog	Lamp	Volts	Input Watts	CCT	Lumens
EBB	12" NOMINAL HEIGHT LED BOLLARD LUMINAIRE WITH 360 DEGREE DISTRIBUTION FULL CUTOFF 0-10V DIMMING	BEGA	9066/9062/9019 SERIES	LED	277	29.4	4000	4
EBB	24" NOMINAL HEIGHT LED BOLLARD LUMINAIRE WITH 360 DEGREE DISTRIBUTION FULL CUTOFF 0-10V DIMMING	BEGA	9065/9063/9016 SERIES	LED	277	29.4	4000	4
ELA	LINEAR LED HANDSAL LUMINAIRE WITH SYMMETRIC DISTRIBUTION 0-10V DIMMING	COLE	LUPS-LED-SB-ST-5-ANT SERIES	LED	277	2.80 WATT (1 FOOT)	4000	4
ESA	12" NOMINAL SURFACE MOUNTED EXTENSION CLINGER CANOPY LUMINAIRE	LUMINS	EXT12LWTHRO SERIES	LED	277	12	4000	4
EBB	SURFACE MOUNTED LED GARAGE LIGHT 0-10V DIMMING	COLE	PRO-5-M-OM-4-LE-1-OM SERIES	LED	277	69	4000	4
EBB	12" NOMINAL LENGTH RECESSED SURFACE MOUNTED LED RECREATIONAL LIGHT	BEGA	3066 SERIES	LED	277	8.4	4000	4
EBB	SURFACE MOUNTED SMALL FORMAT LED WEDGE LUMINAIRE WITH 30 DEGREE DISTRIBUTION EXISTING FINISH AT 2' ABOVE GARAGE INTEGRAL DRIVER 300 DIMMABLE DIMMER	BORDEN	714LEDV2 277- SERIES	LED	120	9	4000	4

NOTES: VERIFY ALL FIXTURES WITH SUPPLIER PRIOR TO ORDERING. CATALOG DIMMERS SHOWN IN DRAWINGS SCHEDULE ARE FOR INFORMATION ONLY. SPECIFICATIONS AND DRAWINGS CONVEY THE FEATURES AND FUNCTIONS OF LUMINAIRES ONLY AND DO NOT SHOW EVERY ITEM OR DETAIL NECESSARY FOR THE WORK. PROVIDE MANUFACTURER SHOP DRAWINGS FOR ALL LUMINAIRE SYSTEMS WITH COMPLIANT AS SHOWN ON CONTRACT DOCUMENTS.

TYPE EBA

BEGA LED system bollard - maintenance hood with integrated light fixture (part # 902)



Type
BEGA PRODUCT
Multiple
Outdoor
Maintenance

Features: Includes maintenance hood of an easy-to-adjust, low-profile design. The hood is made of stainless steel and is designed to be easily removed for cleaning. The hood is also designed to be easily replaced with a different color hood. The hood is also designed to be easily replaced with a different material hood. The hood is also designed to be easily replaced with a different shape hood. The hood is also designed to be easily replaced with a different size hood. The hood is also designed to be easily replaced with a different finish hood. The hood is also designed to be easily replaced with a different texture hood. The hood is also designed to be easily replaced with a different color hood. The hood is also designed to be easily replaced with a different material hood. The hood is also designed to be easily replaced with a different shape hood. The hood is also designed to be easily replaced with a different size hood. The hood is also designed to be easily replaced with a different finish hood. The hood is also designed to be easily replaced with a different texture hood.

Specifications:

WATT	29.4 W
HEIGHT	24" (609.6 mm)
DEPTH	12" (304.8 mm)
WIDTH	12" (304.8 mm)
WEIGHT	1.1 lb (0.5 kg)
FINISH	Stainless Steel
INSTALLATION	Surface Mount
OPERATING TEMPERATURE	32°F to 104°F (0°C to 40°C)
OPERATING HUMIDITY	10% to 90%
OPERATING VIBRATION	0.1 g
OPERATING SHOCK	10 g
OPERATING TILT	0° to 90°

Dimensions: 24" H x 12" W x 12" D

TYPE EBB

BEGA LED system bollard - maintenance hood with integrated light fixture (part # 901)



Type
BEGA PRODUCT
Multiple
Outdoor
Maintenance

Features: Includes maintenance hood of an easy-to-adjust, low-profile design. The hood is made of stainless steel and is designed to be easily removed for cleaning. The hood is also designed to be easily replaced with a different color hood. The hood is also designed to be easily replaced with a different material hood. The hood is also designed to be easily replaced with a different shape hood. The hood is also designed to be easily replaced with a different size hood. The hood is also designed to be easily replaced with a different finish hood. The hood is also designed to be easily replaced with a different texture hood. The hood is also designed to be easily replaced with a different color hood. The hood is also designed to be easily replaced with a different material hood. The hood is also designed to be easily replaced with a different shape hood. The hood is also designed to be easily replaced with a different size hood. The hood is also designed to be easily replaced with a different finish hood. The hood is also designed to be easily replaced with a different texture hood.

Specifications:

WATT	29.4 W
HEIGHT	24" (609.6 mm)
DEPTH	12" (304.8 mm)
WIDTH	12" (304.8 mm)
WEIGHT	1.1 lb (0.5 kg)
FINISH	Stainless Steel
INSTALLATION	Surface Mount
OPERATING TEMPERATURE	32°F to 104°F (0°C to 40°C)
OPERATING HUMIDITY	10% to 90%
OPERATING VIBRATION	0.1 g
OPERATING SHOCK	10 g
OPERATING TILT	0° to 90°

Dimensions: 24" H x 12" W x 12" D

COLE LIGHTING - SURFICIAL

JOB NAME: LIGHTING - SURFICIAL

TYPE: LIGHTING - SURFICIAL

CATALOG NUMBER: PRO-5-M-OM-4-LE-1-OM

Specifications:

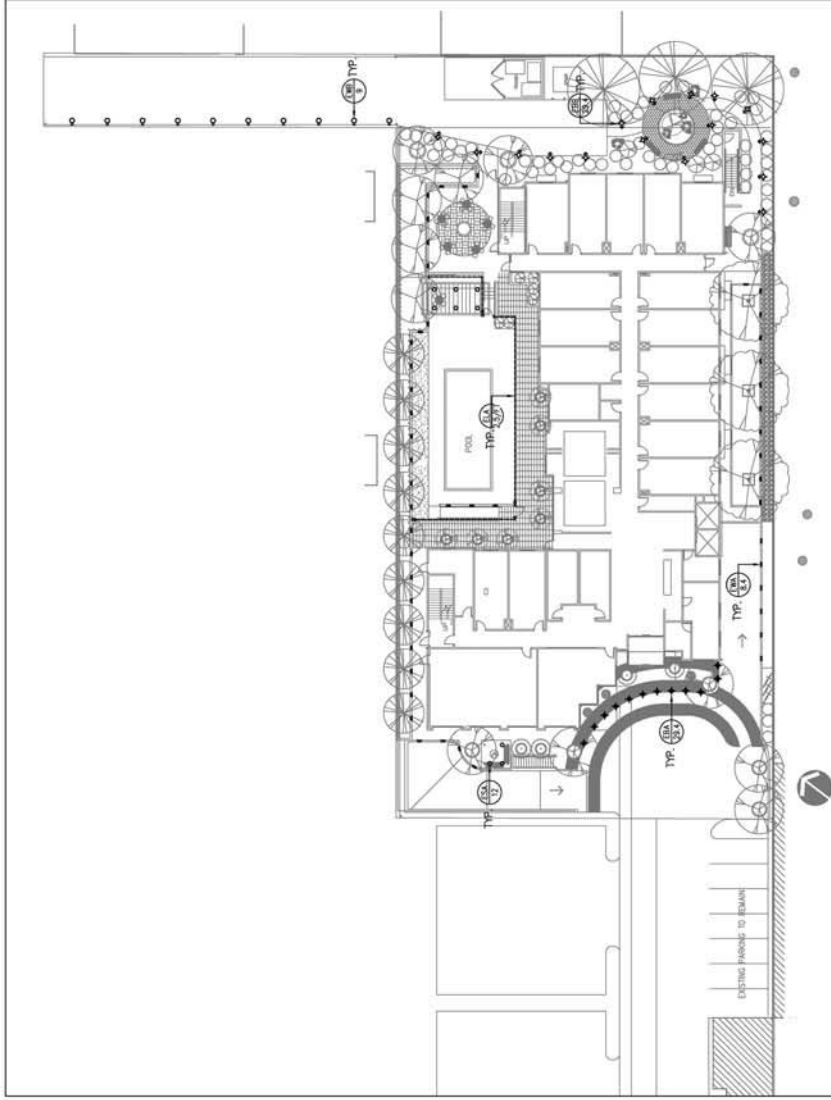
WATT	69 W
HEIGHT	12" (304.8 mm)
DEPTH	12" (304.8 mm)
WIDTH	12" (304.8 mm)
WEIGHT	1.1 lb (0.5 kg)
FINISH	Stainless Steel
INSTALLATION	Surface Mount
OPERATING TEMPERATURE	32°F to 104°F (0°C to 40°C)
OPERATING HUMIDITY	10% to 90%
OPERATING VIBRATION	0.1 g
OPERATING SHOCK	10 g
OPERATING TILT	0° to 90°

Dimensions: 12" H x 12" W x 12" D

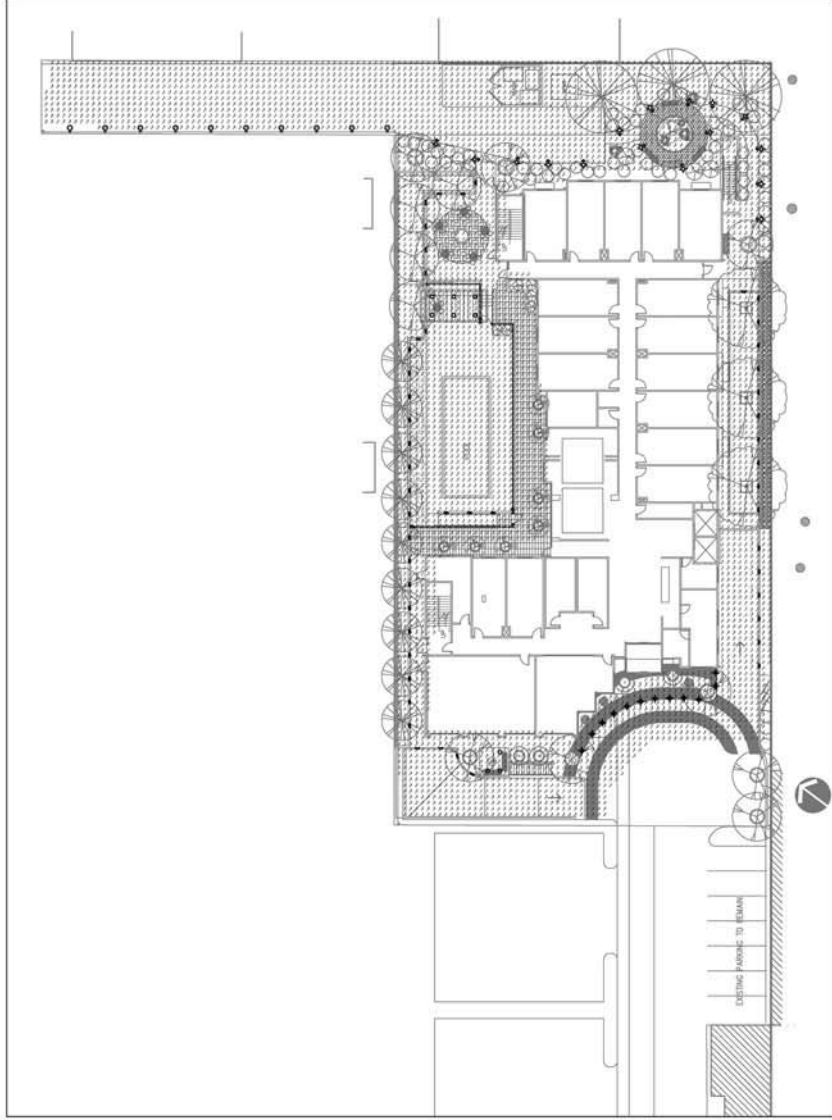
ELECTRICAL SYMBOLS LIST

SYMBOL	DESCRIPTION
(Symbol)	LED BOLLARD LUMINAIRE WITH 360 DEGREE DISTRIBUTION
(Symbol)	LED BOLLARD LUMINAIRE WITH 180 DEGREE DISTRIBUTION
(Symbol)	SURFACE MOUNTED LED CANOPY LUMINAIRE
(Symbol)	RECESSED WALL MOUNTED LED LUMINAIRE
(Symbol)	LED HANDSAL LUMINAIRE
(Symbol)	SURFACE MOUNTED LED GARAGE LIGHT

SHEET	TITLE	SCALE
E01	GENERAL NOTES	AS SHOWN
E02	LUMINAIRE SCHEDULE	AS SHOWN
E03	WIRING SCHEDULE	AS SHOWN
E04	PLUMBING SCHEDULE	AS SHOWN
E05	Mechanical Schedule	AS SHOWN
E06	MECHANICAL SCHEDULE	AS SHOWN
E07	Mechanical Schedule	AS SHOWN
E08	Mechanical Schedule	AS SHOWN
E09	Mechanical Schedule	AS SHOWN
E10	Mechanical Schedule	AS SHOWN
E11	Mechanical Schedule	AS SHOWN
E12	Mechanical Schedule	AS SHOWN



1 SITE LIGHTING PLAN
SHEET 4 OF 4



1 SITE LIGHTING PHOTOMETRIC CALCULATION

CALCULATION SUMMARY					
DESCRIPTION	AVG.	MAX.	MIN.	MAX./MIN./AVG./MIN.	N/A
SITE LIGHTING	2.2FC	28.2FC	0.2FC	N/A	N/A



JRA ELECTRICAL ENGINEERS, INC.

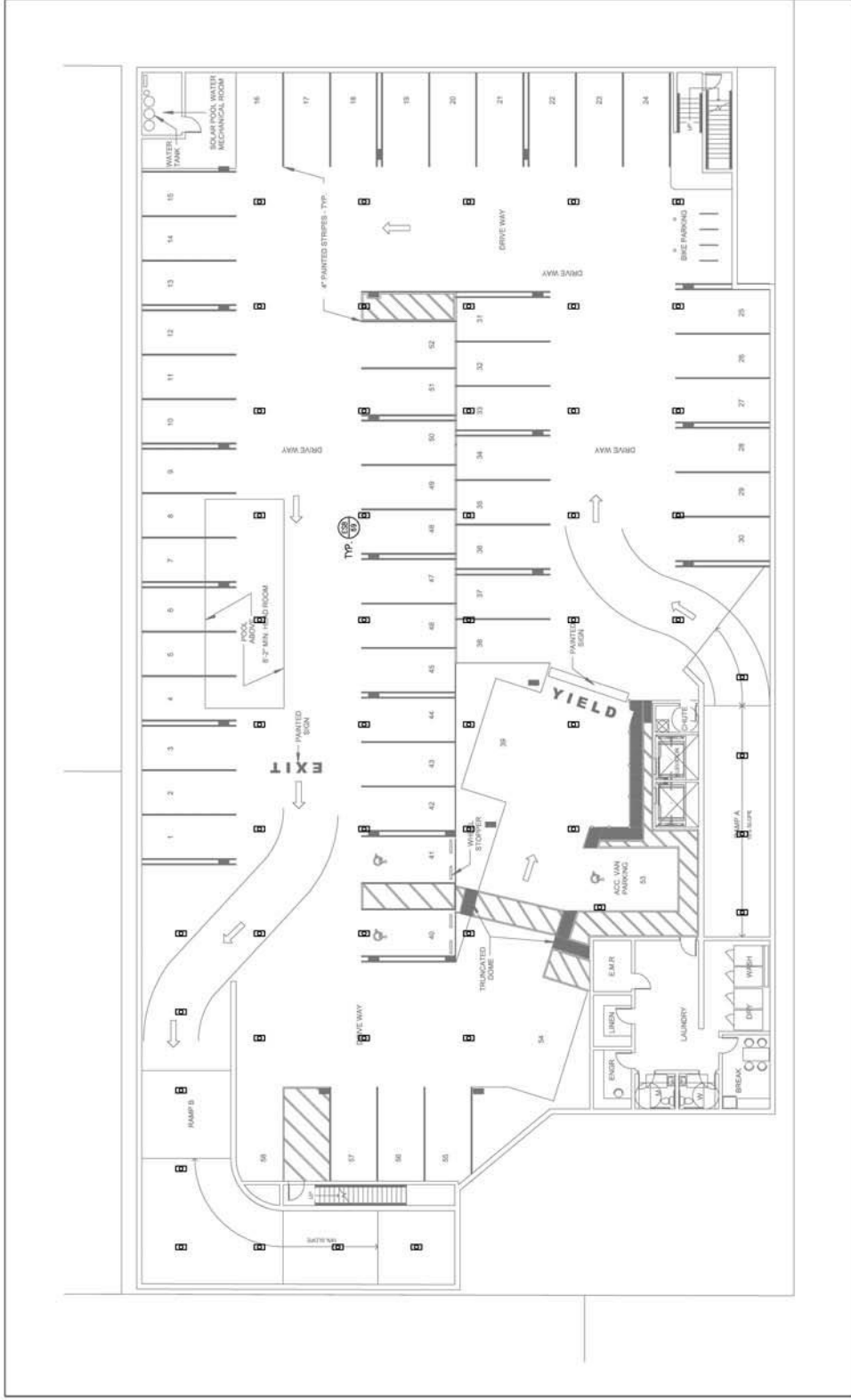
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PLANNING SUBMITTAL 08/02/2016
PROJECT NO. 10111

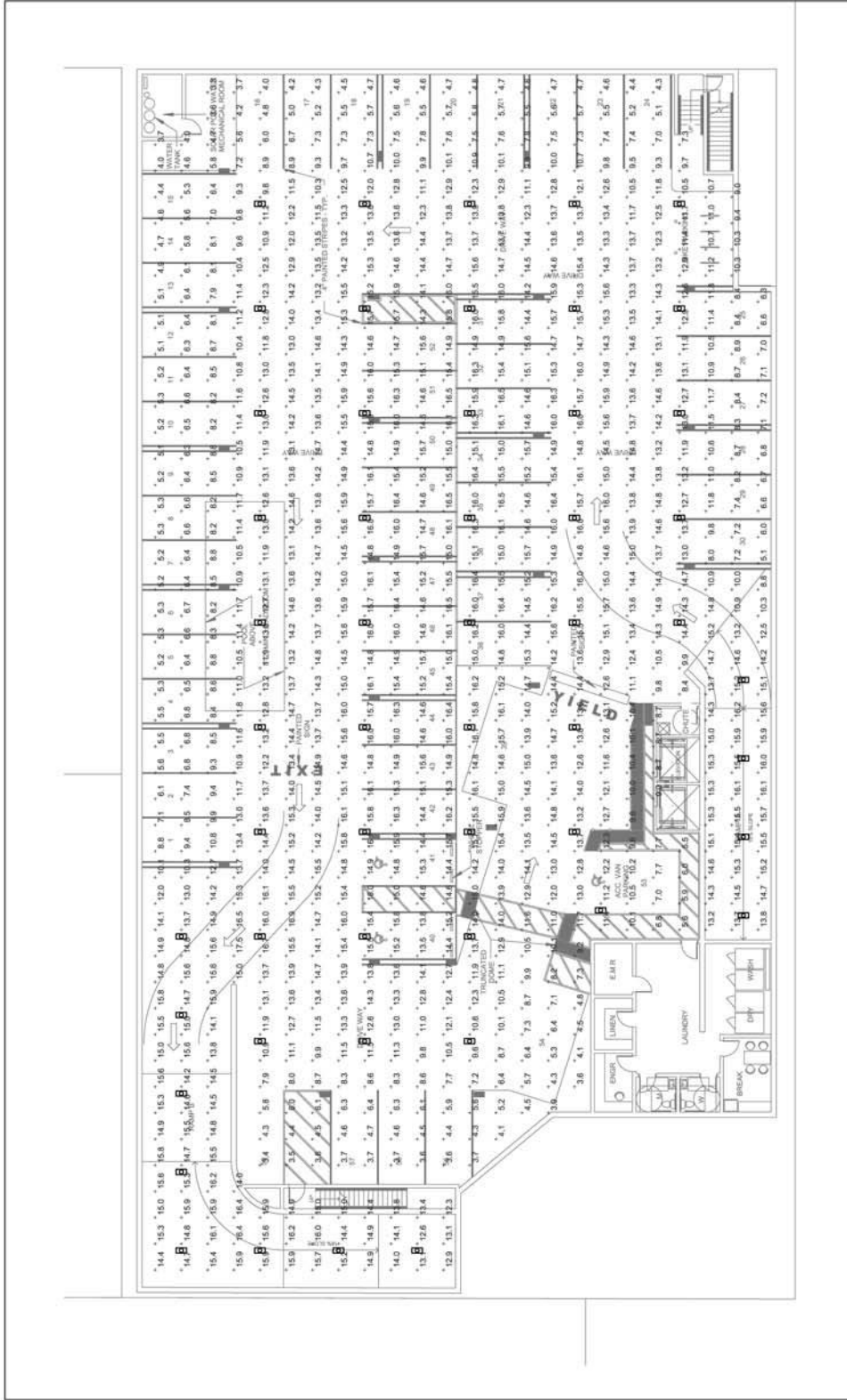


1701 EL CAMINO REAL, MENLO PARK, CALIFORNIA 94027 SACAR PATEL





1 GARAGE LIGHTING PLAN
SCALE: 1/8" = 1'-0"



1 GARAGE LIGHTING PHOTOMETRIC CALCULATION

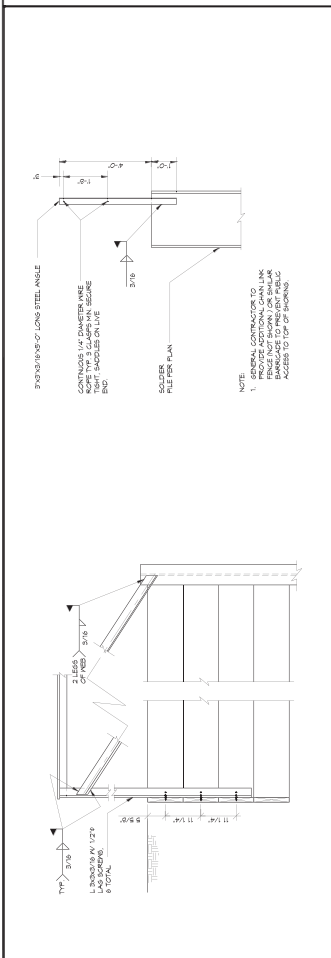
CALCULATION SUMMARY				
DESCRIPTION	AVG.	MAX.	MIN.	MAX./MIN./AVG./MIN.
PARKING GARAGE	13.0 FC	17.0 FC	3.9 FC	5.31
				3.71



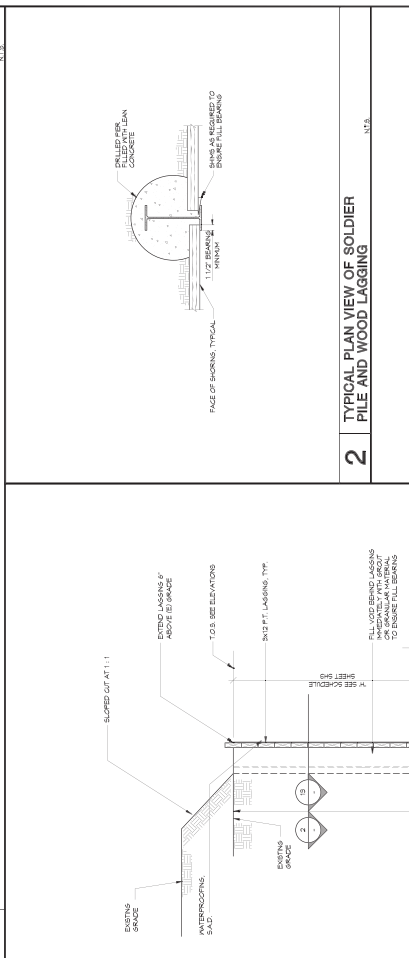
JRA ELECTRICAL ENGINEERS, INC.

E 5.0

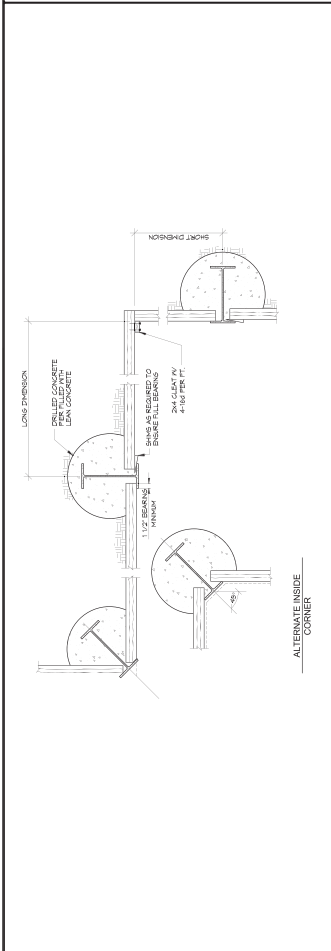
PLANNING SUMMARY - 08/02/2016
PROJECT NO: 1011



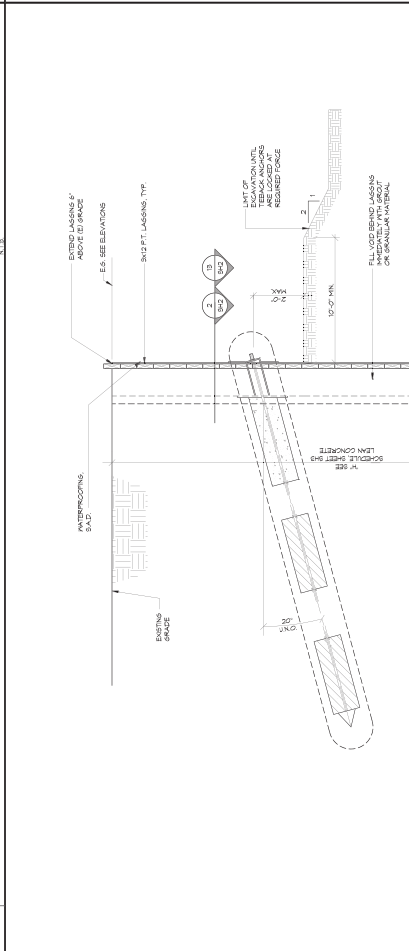
5 TYPICAL CONSTRUCTION RAILING



2 TYPICAL PLAN VIEW OF SOLDIER PILE AND WOOD LAGGING



13 TYPICAL CORNER LAGGING



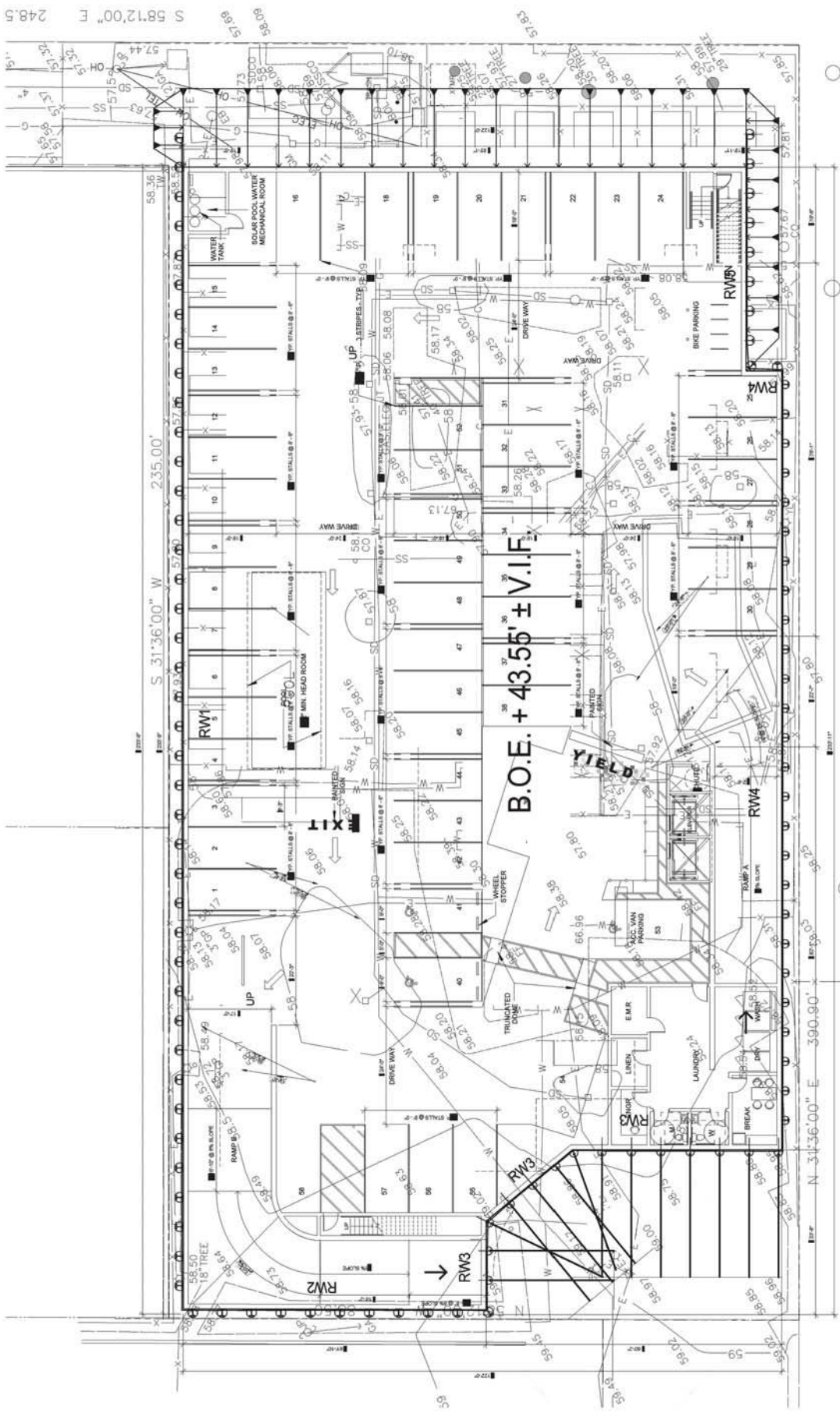
7 TYP. CANTILEVER SOLDIER PILE



15 TIEBACK SOLDIER PILE



3



SOLING PILE SCHEDULE - PRELIMINARY

SOLING PILE NUMBER	TYPE (PIE BACK PILE OR SQUARE PILE)	MAX. CAP. (KIP)	MIN. SIZE (DIA. OR 12" X 12")	MAXIMUM PILE LENGTH (FEET)	DRILLED HOLLOW PILE	DRILLED HOLLOW PILE (SQUARE PILE)	DRILLED HOLLOW PILE (SQUARE PILE)
RW1	C	100	24" X 24"	100	-	-	-
RW2	C	100	24" X 24"	100	-	-	-
RW3	T	100	12" X 12"	100	-	-	-
RW4	C	100	24" X 24"	100	-	-	-
RWB	C	100	24" X 24"	100	-	-	-



1/8" = 1'-0"

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

Hampton Inn by Hilton

Developer: Sagar Patel
1704 El Camino Real

March 1, 2018

Project Description

The applicant wishes to build a new 70-room, 3-story, nationally-branded hotel including an underground parking garage for 60 cars (77 if valet) to replace the existing Red Cottage Inn currently occupying this property. The project site is a "flag" lot located on the easterly side of El Camino Real but set back from it approximately 130 feet, with a portion of an intervening property acting as an ingress-egress easement for the applicant and his immediate neighbors - thus giving him some "frontage" along El Camino. The narrow sliver of this "L" shaped property fronts on Buckthorn Way on the north side.

The architectural design of the building will follow a Neo-Spanish style. It blends a design vocabulary that is reminiscent of the Spanish Colonial past – light-colored plaster, barrel-tiled roofs, exposed beams or rafters and occasional use of tile & wrought iron elements to accent openings. This is complemented with contemporary elements such as stone panels, aluminum storefront, metal roof screen & privacy screen. Some restraint in the use of these modern and traditional elements is desired by the applicant so as not to make it look "busy" due to the relatively small and enclosed nature of the site, and the repetitive & stacking nature of a hotel building. A touch of classical order is subtly introduced to the building mass in the use of matching-colored stone at the base, a somewhat un-adorned middle portion and a "capital" that is marked by a raised band in the upper quarter of the building mass & capped by articulation of the eaves. The three-part division of the mass is subtly reinforced by varying the height of the windows, each of which are further detailed with either different divided lites, decorative iron work or awnings. The long portions of the building mass are relieved by cantilevered bays and occasional towers which also provided opportunities to vary the roof line. The proposed color deviated from the traditionally white to a more muted white due to some agreements made with the neighbors: to further "fade" the building from view, the neighbors favored a much darker color. As a compromise, the applicant wanted to retain the lighter color as much as possible in the front façade while toning down the colors primarily on the east side with some variation on the south side and, to some degree, on the north side.

The applicant is requesting two variances for this project both of which affects the size and location of the proposed hotel which directly addresses two critical concerns of the neighbors. The first one is the reduction of the height to the second-floor level and the second variance is to allow for a larger setback from the west (front) property line. Over the past year, the applicant has met with his neighboring homeowners' groups to agree on two critical issues which will require variances. One is the total overall height of the building and the other is locating the adjacent building walls as far as possible from the property line. While it was determined that setting the second floor at the zoning district's requirement of 15 feet would still make the building compliant, the applicant wishes relief from this by lowering the building height to 13 feet. This not only addresses the building height but also provides opportunities to make the roofline more varied. The other variance requested is to increase the 20-foot maximum setback limit from the front (west) property line. It is reasonable to comply with this limit if the

proposed building is immediately adjacent to El Camino Real (ECR), making for a more pedestrian friendly sidewalk while providing light and air to the building. However, since the property is 130 feet back from ECR, accessible only via an asphalt-paved easement, the very reason for this setback is lost. Further, the two intervening properties west of the project already obstruct the hotel's façade to ECR with an existing 6-foot fence and the rows of parked cars. A more detailed justification of these variances is included in a separate section of this application package.

There are currently some heritage trees in the property – two valley oaks, four Monterey pines and a multi-trunked group of junipers. The westerly valley oak will be removed due to its proximity to the building within the front setback requirements. The more inwardly located oak will be removed to accommodate the building & an underground garage, and due to its advanced stage of decay. The four pines were found to be in moderate stage of decay, recommended to be removed by the arborist, will be removed. Since the onset of the project application, several of these trees have been removed or died. Landscape design will help mitigate the removal of these trees. In addition, several mature pines on the east side and some medium size oaks & redwoods on the neighboring properties will be part of a comprehensive tree protection plan.

As much as practicable, sustainable design features such as solar hot water panels, low VOC materials, high-efficiency HVAC equipment and water-efficient landscaping will be an integral part of this project. Daily hotel operations will also reflect the most up-to-date in sustainable practices as have become the norm in the hospitality industry. A LEED professional consultant is part of the design team and a prepared sustainability statement is attached to this document.

Hilton has approved this project at a preliminary stage, pending franchise negotiation with the applicant and additional information regarding city planning requirements that may affect hotel brand requirements.

Jim Rato, Architect
RYS Architects

Memorandum

To: Corinna Sandmeier, City of Menlo Park

From: David Shiver, Stephanie Hagar, & Chelsea Guerrero, BAE Urban Economics

Date: February 28, 2018

Re: Analysis of Proposed Density Bonus for 1704 El Camino Real Project

Key Findings

This memorandum presents the findings of a static pro forma analysis that BAE conducted to estimate the project profit from a proposed redevelopment of a 28-room hotel to construct a 70-room Hampton Inn at 1704 El Camino Real in Menlo Park. The proforma analysis compares the project profit of the proposed project, which is seeking a density bonus under the City's public benefit program for the El Camino Real/Downtown Specific Plan, to the potential project profit from an alternative project developed at the base level density for the site. The pro forma analysis uses information provided by the developer as well as BAE's own research of development costs and market conditions. Pro formas for the proposed project and a project that could be developed at the base level density are attached to this memorandum. Key findings include:

- Based on cost and income assumptions shown in the attached pro forma, the proposed project (developed at the public benefit level), would result in approximately \$3.4 million in profit to the developer. This figure is based on the estimated capitalized value of the completed project, less total development costs, and includes both a 10 percent baseline developer profit (\$2.2 million) and the remaining project profit after accounting for all development costs (\$1.2 million).
- The proposed project is feasible in part because the developer currently owns the project site, and therefore has no land acquisition cost associated with the redevelopment of the property.
- The developer has indicated that a hotel project at the base level density would not be financially feasible. BAE research supports the assumption that the developer would experience significant challenges in achieving financial feasibility for a hotel project at the base level density. This analysis does not include analysis of a potential alternative project that would include a mix of uses (e.g., residential units, or a mix of office and residential uses) at the base level density that might result in a profitable development.

San Francisco

2600 10th St., Suite 300
Berkeley, CA 94710
510.547.9380

Sacramento

803 2nd St., Suite A
Davis, CA 95616
530.750.2195

Los Angeles

448 South Hill St., Suite 701
Los Angeles, CA 90013
213.471.2666

Washington DC

1400 I St. NW, Suite 350
Washington, DC 20005
202.588.8945

New York City

215 Park Ave. S, 6th Floor
New York, NY 10003
212.683.4486

- The development return shown in the pro forma is highly sensitive to changes in the assumptions used for the analysis. The results could change substantially based on differences in construction costs, hotel room rates, operating expenses, occupancy rates, or other factors.
- Once stabilized, the proposed project would generate an estimated \$680,500 per year in transient occupancy tax (TOT) to the City of Menlo Park in 2018 dollars. This figure is based on the average room rate (\$274 per night) and occupancy (81 percent) assumptions used for the financial analysis included in this memorandum. Higher room or occupancy rates would result in higher TOT revenues to the City, whereas lower room or occupancy rates would result in lower TOT revenues to the City.

Overview of the Analysis

This memorandum presents the results of BAE's analysis, based on a development pro forma, to estimate the increase in value that could arise from a proposed public benefit bonus for a potential development project at 1704 El Camino Real in Menlo Park. The Project Applicant owns the property, which is the site of an existing 28-room hotel property (the Red Cottage Inn) and has proposed construction of a 70-room Hampton Inn hotel on the site.

The site is in a location eligible for a public benefit bonus pursuant to the El Camino Real/Downtown Specific Plan (Specific Plan), which establishes the formula for the additional built area that is allowed in return for public benefits acceptable to the City. The public benefit bonus program outlined in the Specific Plan anticipates that public benefits provided pursuant to the program can take the form of on-site improvements, offsite improvements, cash payment to the City for future use toward public benefits, or a mixture. As a hotel use, the proposed development would generate Transient Occupancy Tax (TOT) revenue for the City, which is an inherent public benefit.

Proposed Project

The project site consists of an approximately 0.84 acre parcel located at 1704 El Camino Real, between Buckthorn Way and Stone Pine Lane, in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The site is primarily accessed via shared access easements over two parcels (1702 and 1706 El Camino Real).

Public Benefit Bonus Project

The developer's proposed project with the public benefit bonus under the Specific Plan (Project) would consist of a 70-room Hampton Inn hotel consisting of three stories and an underground parking garage. The ground floor would contain the hotel lobby, a breakfast area, a board room, a fitness room, back-of-house space, and guest rooms. The second and third floors would be developed entirely with guest rooms. The proposed project would contain

39,950 square feet, resulting in a FAR of 1.1, the maximum allowed at the Public Benefit Bonus level. The underground garage would provide 58 parking spaces.

As discussed in more detail below, the proposed project would generate TOT revenue for the City, which the City could potentially evaluate as a public benefit from the Project.

Base Zoning Project

Although the developer has not prepared plans for a project that would conform to the existing base zoning (i.e. without the public benefit bonus), BAE evaluated a base level project for this analysis (Base Project). Under the base zoning, the maximum allowable square footage for the Project would total 27,299 square feet, at a FAR of 0.75. BAE conducted a high-level capacity study to identify a project typology that would conform to the base level density and estimated that the site could potentially accommodate a three-story building with 47 hotel rooms. Assuming that the Base Project would have the same parking ratio as the Public Benefit Bonus Project (0.83 spaces per room) this Base Project would require 39 spaces. Although this analysis did not include preparation of detailed drawings of a project that would be possible at the Base Level density, BAE estimates that the site could accommodate 47 hotel rooms in three floors along with 39 surface parking spaces. To the extent that development standards or other factors make surface parking infeasible for the Base Project, the construction costs for this scenario would be substantially higher than shown in this analysis.

Due to the small number of rooms that would be possible at the base level density, the Base Project would not meet the size requirements for a Hampton Inn and would be unlikely to meet the size requirements for another hotel brand. Therefore, the Base Project would consist of an independent hotel property. The pro forma assumptions for the Base Project generally reflect a lower-quality hotel property than the proposed project, with lower quality finishes that are more similar to an economy property.

Methodology for the Financial Analysis

BAE used information provided by the Project Applicant and information from BAE's independent research to formulate proforma assumptions. BAE met with City staff and the Project Applicant to review the proposed site plan and development program and review assumptions regarding costs, rental rates, operating costs, and other factors. The developer provided a comprehensive package describing the project, with estimated construction costs as well as operating costs and revenues for the first year of operation. BAE also researched development costs, operating costs, and revenues for other comparable hotel properties to identify costs and revenues that would be typical a limited service hotel property. This included a review of published data on local market area capitalization rates and hotel construction cost figures as published by HVS and the R.S. Means Company square feet construction cost guides. BAE also obtained data on hotel room and occupancy rates for similar limited-service hotels in the local market from STR. In addition, BAE consulted with a

hotel development expert familiar with current hotel development and operating conditions to vet all key assumptions provided by the developer and BAE research, both for the proposed Public Benefit Project and the hypothetical Base Project.

This information was then used to prepare a project pro forma model for the proposed project. The pro forma consists of an Excel worksheet that shows assumptions for the development program, development costs, income, operating expenses, and financing costs. The worksheets show the calculation of project cost by category, an analysis of the revenue from the new development by component, and the resulting developer profit.

The model is set up to calculate project profit as a residual value. The calculation starts with the market value of the completed project at stabilization, and then deducts total development costs. The pro forma model is attached to this memorandum.

Key Assumptions

The pro formas that are attached to this memorandum set forth all assumptions used in the analysis. Following is an overview of key assumptions:

- BAE classified hard construction costs provided by the developer into the following categories: (1) site preparation costs for demolition of existing buildings, environmental remediation, grading, and other improvements, including hard surfaces and landscaping; (2) hard construction costs for the shell and core of the hotel portion of the building, including the rooms, corridors and circulation, lobby, back of house functions, and meeting and event space; (3) hard construction costs for underground parking; and (4) developer contributions toward furniture, fixtures, and equipment (FF&E).

To estimate hard construction costs in categories (1) through (3) above, BAE used the estimates provided by the developer via a contractor. Based on these figures, hard construction costs would average \$43 per site square foot for demolition and site improvements; \$201 per square foot for hotel rooms, corridors and circulation, lobby, back of house functions, and meeting and event space; and \$157 per square foot for underground parking. With the exception of the underground parking cost, the hard costs shown the pro forma are consistent with typical hotel development costs for similar properties in the region, as well as cost estimates from RS Means. The underground parking costs are higher than typical underground parking costs, but within a reasonable range given the inefficiencies associated with constructing a small underground parking lot. BAE used an estimate of \$16,000 per room for FF&E, based on data for limited service hotels provided by HVS. These assumptions result in a total hard construction costs of \$218,500 per room for the Public Benefit Bonus Project.

To estimate hard construction costs for the Base Zoning Project, BAE generally used the same assumptions as in the Bonus Level Project, with two key exceptions: 1) the costs for

surface parking are included in the site improvement costs that were provided by the developer, with no underground parking cost; 2) the cost of FF&E average \$14,000 per room, reflecting a lower quality of finishes that would be more similar to an economy hotel than the proposed limited service property. Overall, these assumptions result in total hard construction costs of \$169,300 per room for the Base Zoning Project.

- Soft costs were estimated at 20 percent of total hard costs, not including impact fees, developer profit, financing costs, or contingency. Soft costs totaled \$3.1 million for the Public Benefit Bonus Project and \$1.6 million for the Base Zoning Project.
- The pro forma analysis for the Public Benefit Bonus Project uses the average daily room rate (ADR) provided by the developer (\$274.40), plus the developer's estimate of other non-room revenues (\$1.36 per occupied room night), totaling \$276 in revenue per occupied room rate. This is higher than the ADR for existing properties as indicated by the STR data (\$205). However, compared to each of the existing properties included in the STR sample, the proposed Project will be in a superior location and/or of a higher quality, and therefore the developer's ADR estimate is within a reasonable range. BAE confirmed the reasonableness of the ADR assumption with a hotel industry expert.
- BAE assumed \$220 in revenue per occupied room night for the Base Project, which reflects input from a hotel industry expert that a project of a size that would be consistent with the Base Level Density would likely consist of a small, un-branded property more similar to an economy hotel.
- The pro forma analysis for the Public Benefit Bonus Project uses an 81 percent occupancy rate, which reflects the average occupancy trends over the past several years as indicated by STR data, and is lower than the occupancy rate provided by the developer (86 percent). BAE estimates that an 81 percent occupancy rate is consistent with stabilized operations, whereas the developer's occupancy rate estimate is for year one of operations, which could coincide with the current high point in the hotel market cycle.
- The pro forma for the Base Project uses a lower average occupancy rate of 77 percent, reflecting an assumption that occupancy rates will be lower because the Base Project will not be a branded property.
- BAE assumed that operating expenses for the Public Benefit Project will be equal to 65 percent of operating revenues. This assumption is higher than the operating expense ratio provided by the developer (43 percent), but consistent with operating expense ratios for similar limited-service hotels as reported by CBRE.¹
- Based on consultation with a hotel industry expert, BAE assumed that operating expenses for the Base Project would be equal to 70 percent of room revenues, reflecting the lower overall room revenues.

¹ CBRE Research (2017). Trends in the U.S. Hotel Industry, 2016.

- BAE estimated the City of Menlo Park Building Construction Street Impact Fee, Traffic Impact Fee, El Camino Real/Downtown Specific Plan Preparation Fee, and school district impact fees that would apply to each project. The City of Menlo Park provided calculations for the City's Supplemental Transportation Impact Fee and Below Market Rate Housing In-Lieu Fee. Water Capital Facilities Charges and Sewer Connection Fees were not calculated for either project due to the unavailability of the information needed to calculate these fees.
- BAE assumed a developer profit equal to ten percent of total development costs. This results in approximately \$2.2 million in profit to the developer under the Public Benefit Bonus Project. This figure is separate from the \$1.3 million in project profit that the Project would generate (\$25.0 million capitalized value less \$23.7 million in development costs, land cost, and developer profit) from the project. In other words, the \$1.3 million in excess profit from the project is net of a base ten percent profit to the developer, making the total potential profit approximately \$3.4 million. As demonstrated by the pro forma for the Base Zoning Project, a hotel project at the base level is infeasible.
- Financing assumptions are based on current market rates and BAE experience, and assume a construction loan interest rate of 6.0 percent, with two points for fees. The capitalization rate to value the finished project is eight percent.

Sensitivity Analysis

The development returns shown in the pro forma are highly sensitive to changes in construction costs, hotel room rates, and occupancy rates. Although Silicon Valley currently has a strong hotel sector with some of the highest hotel room rates in the nation, hotels are generally considered risky investments relative to other types of real estate investments because occupancy and room rates are often highly affected by downturns in the economic cycle. BAE conducted a sensitivity analysis of a number of these risk factors to identify how changes could impact the pro forma findings. The results of this analysis are shown in the table below:

Sensitivity Analysis for Potential 1704 El Camino Real Project Profit (\$ millions)

Scenario	Project Profit
BAE Estimate	\$1.2
Construction Hard Cost	
10% Higher Costs	\$0 (project is infeasible)
10% Lower Costs	\$3.4
Average Daily Room Rate (ADR)	
Decrease to \$240 per occupied room night	\$0 (project is infeasible)
Increase to \$300 per occupied room night	\$3.6
Occupancy Rate	
Decrease to 77%	\$0 (project is infeasible)
Increase to 86%	\$2.8

Source: BAE, 2018.

The sensitivity analysis shows that the estimate of \$1.2 million in profit from the proposed project falls within a range of potential outcomes from a profit of zero, making the project infeasible, to \$3.6 million. As shown, the project would become infeasible as a result of a 10-percent increase in construction hard costs, a decrease in room rates to \$240 per occupied room night, or a decrease in the occupancy rate to 77 percent.

The sensitivity analysis evaluates the impact of a decrease in the ADR to \$240, which is the lower bound of the likely ADR range for the proposed Hampton Inn Project. The sensitivity analysis also evaluates the impact of room rates that are approximately 10 percent higher than those shown in the pro forma. Profit will increase if the proposed project achieves room rates that are higher than projected and will decrease if a future downturn in the economic cycle leads to a decrease in room rates.

To the extent that the occupancy rate for the proposed project differs from the occupancy rate shown in the pro forma, this difference will have a substantial impact on revenues and profit. BAE included a 77-percent occupancy scenario in the sensitivity analysis, which is consistent with the lowest annual occupancy rate between 2011 and 2017 among a sample of comparable hotels, as indicated by data from STR. As shown, the hotel would be infeasible if occupancy rates average 77 percent. If the occupancy rate averages 86 percent, which is consistent with the developer’s projections for the first year of operations, the total project profit would total \$2.8 million.

Transient Occupancy Tax Analysis

The City of Menlo Park collects TOT at a rate of 12 percent of room revenues from hotel stays of 30 days or less in Menlo Park hotels. Based on the average room and occupancy rates

shown in the attached pro forma, the proposed project would generate approximately \$680,500 per year in TOT revenue to the City in 2018 dollars.

The exact TOT generated by the project will fluctuate year-to-year depending on the extent to which room and occupancy rates differ from those shown in the pro forma. BAE prepared a sensitivity analysis to estimate hotel room revenues and resulting TOT receipts during low, moderate, and high revenue and occupancy years. For example, if room rates average \$240 per night and the average occupancy rate is 77 percent, the project will generate approximately \$566,600 per year in TOT revenues to the City. If room rates are 10 percent higher than the rates shown in the pro forma (or approximately \$300 per night) and the occupancy rate averages 86 percent, the proposed project will generate approximately \$791,000 per year in TOT to the City.

Projected Annual TOT Revenue for the City of Menlo Park from Proposed Hotel Project at 1704 El Camino Real at Project Stabilization

	Low Estimate	Moderate Estimate	High Estimate
Annual Transient Occupancy Tax	\$566,597	\$680,468	\$791,028
Assumptions			
Average Room Rate	\$240	\$274	\$300
Average Occupancy	77%	81%	86%
City of Menlo Park TOT Rate	12%	12%	12%
Number of Rooms	70	70	70

Sources: City of Menlo Park; STR; BAE, 2018.

Limiting Conditions

The above analysis is based on cost and valuation factors along with hotel room rates provided by the potential developer, as well as research conducted by BAE during the first quarter of 2018. The project is in pre-development, and as design and development work proceeds, it is possible that changes in design, building code requirements, construction costs, market conditions, interest rates, or other factors may result in significant changes in costs, profits, and TOT revenues.

Pro Forma for Hampton Inn Hotel Development at 1704 El Camino Real, Menlo Park

Development Program Assumptions

Project Characteristics

Site	
Site area (acres)	0.84
Site area (sq. ft.)	36,398
Off-site work area (sq. ft.)	5,275
Building	
Hotel rooms	70
Building gross sq. ft.	39,950
Parking	
Below grade parking garage (sq. ft.)	27,629
Below grade parking spaces	58
Parking ratio (spaces per room)	0.83
Built Project FAR	1.10

Cost and Income Assumptions

Development Costs

Hotel	Per Room	Per SF
Construction hard costs (a)	\$114,714	\$201
FF&E	\$16,000	\$28.04
Impact and connection fees (b)	\$7,138	\$12.51
Parking	Per Space	Per SF
Construction hard costs (a)	\$74,765	\$157
General Development Costs		
Site prep cost, per site work area sq. ft. (a)(c)	\$43.47	
Soft costs as % of hard costs (d)	20%	
Developer fee as % of hard and soft costs	5%	
Developer profit as % of total construction costs	10%	
Contingency as % of hard and soft costs	5%	

Operating Revenues and Expenses

Operating revenue (per occupied room night) (e)	\$276
Expenses (as % of operating revenue)	65%
Hotel occupancy rate	81%

Construction Financing

Construction loan to cost ratio	65.0%
Loan fee (points)	2%
Interest rate	6%
Loan period (months)	18
Drawdown factor	50%
Total construction costs (excluding financing costs)	\$20,692,625
Capitalization rate	8%

Development Costs

Development Costs	Per Room	Total
Building hard construction costs	\$114,714	\$8,029,990
FF&E costs	\$16,000	\$1,120,000
Underground parking costs	\$61,948	\$4,336,362
Demolition and site prep costs	\$25,877	\$1,811,365
Subtotal, Hard Costs	\$218,539	\$15,297,716
Soft costs (d)	\$43,708	\$3,059,543
Impact and connection fees	\$7,138	\$499,640
Contingency Fee	\$13,112	\$917,863
Developer Fee (f)	\$13,112	\$917,863
Construction financing - interest	\$8,647	\$605,259
Construction financing - loan fees	\$3,843	\$269,004
Subtotal, Soft Costs	\$89,560	\$6,269,172
Total Construction Costs	\$308,098	\$21,566,888

Developer Profit

Developer Profit	\$30,810	\$2,156,689
Total Development Costs (Excluding Land)		\$23,723,577
Cost per built sq. ft.		\$593.83
Cost per room		\$338,908.25

Value Analysis

Projected Income	Per Room	Total
Gross Hotel Revenues	\$81,528	\$5,706,965
Less Operating Expenses	<u>(\$52,993)</u>	<u>(\$3,709,527)</u>
Net Operating Income (NOI)	\$28,535	\$1,997,438

Yield as % of Total Development Cost

8.4%

Development Feasibility

Capitalized Value	\$356,685	\$24,967,970
Less Development Costs	<u>(\$338,908)</u>	<u>(\$23,723,577)</u>
Less Land Cost	\$0	\$0
Project Profit	\$17,777	\$1,244,393

Notes:

- (a) Construction costs provided by the developer were supported by contractor detail and were reorganized by BAE for this proforma.
- (b) Includes the following FY 2017-18 impact fees: Building Construction Road Impact Fee, Traffic Impact Fee, Supplemental Traffic Impact Fee, BMR Housing In-lieu fee, ECR/Downtown Specific Plan Preparation fee, Sequoia Union High School District Impact Fee, Menlo Park City Elementary School District Impact Fee. Excludes sewer connection fees, water capital facilities charges, storm drainage connection fees, pending City calculations. Figures are net of existing hotel rooms to be demolished. Does not include any potential impact fee from Menlo Park Fire Protection District.
- (c) Site prep costs include demolition, underground utilities, and landscaping costs. Overall site prep work area includes off-site work area.
- (d) Developer soft costs exclude financing costs, contingency fee, developer fee, and other line items in this proforma.
- (e) Operating revenue (per occupied room night) includes \$274.40 in room revenues and \$1.75 in other revenues.
- (f) The analysis assumes a developer fee to cover the costs of managing the development of a project; the developer fee does not represent profit.

Source: BAE, 2018.



ARBORIST REPORT

HAMPTON INN **1704 EL CAMINO REAL** **MENLO PARK, CALIFORNIA** **(PLN2016-00085)**

Submitted to:

Mr. Sagar Patel
Red Cottage Inn & Suites
1704 El Camino Real
Menlo Park, CA 94025

Prepared by:

David L. Babby
Registered Consulting Arborist® #399
Board-Certified Master Arborist® #WE-4001B

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Current: November 30, 2017

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EXHIBITS

<u>EXHIBIT</u>	<u>TITLE</u>
A	TREE INVENTORY TABLE (three sheets)
B	SITE MAP (one sheet)
C	PHOTOGRAPHS (six sheets)
D	REPORT FOR TREE #2 (seven sheets)

1.0 INTRODUCTION

A Hampton Inn hotel is planned for development at 1704 El Camino Real, Menlo Park, currently occupied by Red Cottage Inn & Suites. The property owner, Mr. Sagar Patel, has retained me to prepare this *Arborist Report* in connection with the project, and specific tasks executed are as follows:

- Visit the site on 10/19/16 and 11/7/16 to identify trees originating on-site and having a diameter of \geq six-inches at 54 inches above grade, and those originating offsite and defined as a "heritage tree"¹ pursuant to Menlo Park Municipal Code.
- Measure each tree's trunk diameter in accordance with Section 13.24.020 of the Menlo Park Municipal Code; all diameters are rounded to the nearest inch.
- Ascertain each tree's health and structural integrity, and assign an overall condition rating (e.g. good, fair, poor or dead).
- Determine each tree's suitability for preservation (e.g. good, moderate or low).
- Identify which trees are regulated as "heritage trees" pursuant to City Code.
- Document pertinent and observed health, structural and adjacent hardscape issues.
- Obtain photographs on 10/19/17 and 11/7/16; see Exhibit C.
- Assign numbers in a sequential pattern to each inventoried tree, and show the numbers on a copy of a tree disposition plan (not dated or titled); see Exhibit B.
- Affix round metal tags with corresponding numbers to each tree, or in the case of those offsite, on fencing² adjacent to their trunks.
- Review the following documents to analyze potential impacts: civil plan set, plot date of 7/25/17, and architectural floor plans, A3 thru A6, dated 8/11/17.
- Revisit the site on 3/17/17, 4/3/17 and 8/28/17 to review potential impacts and identify existing site conditions.
- Provide protection measures to help mitigate or avoid impacts to trees being retained.
- Prepare a written report that presents the aforementioned information, and submit via email as a PDF document (this report reflects the existing tree disposition, as identified on 8/28/17, and serves as an update to my prior 11/18/16 report).

¹ Section 13.24.020 of the City Code defines a "heritage tree" as follows: [1] any oak native to California, being \geq 12' tall, and having a trunk diameter \geq 10" at 54" inches above grade; [2] any tree not native to California, being \geq 12' tall, and having a trunk diameter \geq 15" at 54" above grade; [3] any multi-trunk tree \geq 12' tall and having a trunk diameter of \geq 15" at the point where trunks divide; and [4] any tree or group of trees specifically designated by the City Council for protection because of historical significance, special character, or community benefit.

² For offsite trees, tags are affixed to fencing for all but #6 (due to a shed occupying space near its trunk).

2.0 TREE COUNT AND COMPOSITION

Sixteen (16) trees of seven various species were inventoried for this report. They are sequentially numbered 1-4, 6-11 and 13-18,³ and the table below identifies their names, assigned numbers, counts and overall percentages.

NAME	TREE NUMBER(S)	COUNT	% OF TOTAL
Coast live oak	6 thru 9	4	25%
Coast redwood	10 and 15	2	13%
European white birch	3 and 4	2	13%
Glossy privet	16	1	6%
Lemon bottlebrush	17 and 18	2	13%
Monterey pine	11, 13 and 14	3	19%
Valley oak	1 and 2	2	13%
Total		16	100%

Specific information regarding each tree is presented within the table in **Exhibit A**. The trees' numbers and approximate locations can be viewed on the site map in **Exhibit B**, and photographs are presented in **Exhibit C**. Detailed information regarding valley oak #2 is provided within the report in **Exhibit D** (by Mr. Straun Edwards of Trees 360 Degrees).

Twelve (12) trees are categorized as **heritage** pursuant to either the City of Menlo Park Municipal Code or staff; they include **#1, 2, 6-11 and 13-16**.

³ The break in sequential numbering is due to a prior oak, #5, having fallen over during a significant storm event, and a mostly dead Monterey pine, #12, being removed.

Six (6) heritage trees originate **offsite** and have roots and/or canopies exposed to potential impacts during site development; they include #6-10 and 15. Trees #6 thru 10 originate from, and form a row along the neighboring southern property. Tree #15 originates from a neighboring eastern property, its trunk's base abutting or inches from an adjacent wall.

Eight previous trees inventoried for my initial prior report no longer exist; they were assigned and tagged as **#5, 12 and 19-24**, and their locations are shown on the map in Exhibit B (in black). **Tree #5** originated offsite on the neighboring southern property; it was a live oak with a 31-inch trunk diameter, and reportedly fell over during a significant storm event in February 2017 (photos are provided in Exhibit C). **Tree #12**, a Monterey pine with a 34-inch trunk diameter, was nearly dead and its complete demise imminent; it required removal for safety reasons, and photos are provided in Exhibit C. **Trees #19 thru 24** were Hollywood junipers aligning the drive aisle's east side, between Buckthorn Way and the site; they were formed by multiple trunks originating at grade, diameters ranging between 4 to 13 inches.

3.0 SUITABILITY FOR TREE PRESERVATION

Each tree has been assigned either a “good,” “moderate” or “low” suitability for preservation rating as a means to cumulatively measure its existing health (e.g. live crown ratio, vigor, shoot growth, foliage density and color, etc.); structural integrity (e.g. limb and trunk strength, taper, defects, root crown, etc.); anticipated life span; remaining life expectancy; prognosis; location; size; particular species; tolerance to construction impacts; growing space; and safety to property and persons within striking distance. Descriptions of these ratings are presented below; the good category is comprised of **1 tree** (or 6%), the moderate category **12** (or 75%), and the low category **3** (or 19%).

Good: Applies to **tree #1**.

This valley oak appears relatively healthy and structurally stable; has no apparent, significant health issues or structural defects; presents a good potential for contributing long-term to the site; and seemingly requires only periodic or regular care and monitoring to maintain its longevity and structural integrity. More detailed analysis could benefit in understanding the internal composition, such as the extent of internal decay where two large wounds are located above the trunk, and the presence of any harmful wood decaying organisms following a root collar clearance and examination.

Moderate: Applies to **trees #3, 4, 6-10 and 13-17**.

These trees contribute to the site, but at levels less than those assigned a good suitability; might have health and/or structural issues which may or may not be reasonably addressed and properly mitigated; and frequent care is typically required for their remaining lifespan.

Low: Applies to **trees #2, 11 and 18**.

These trees have significantly weak structures, and are expected to worsen regardless of tree care measures employed (i.e. beyond likely recovery). As a general guideline, these trees are not suitable for incorporating into the future landscape, and removal at this time is the appropriate action regardless of future development.

4.0 REVIEW OF POTENTIAL IMPACTS

4.1 Tree Disposition Summary

Implementation of the proposed plans results in the following tree disposition:

- **Remove** (10 in total): #1-4, 11, 13, 14 and 16-18. Accounts for all onsite trees.
- **Retain in Place** (6 in total): #6-10 and 15. Accounts for all offsite trees.

More detailed discussion regarding the trees and their proposed disposition is presented in Sections 4.2 and 4.3. Note all directional references consider 'project north.'

4.2 Remove

Tree #1 is the large valley oak situated at the property's front entry, and implementing the proposed design requires its removal. Some examples of conflicts are as follows: the future garage wall is within a few feet from the its base, which ultimately requires removal to minimally accommodate shoring and grading; the future porte-cochere will be constructed up against or inside the crown; and vehicular routes to enter/exit the underground garage appear extremely impractical and unsafe without eliminating a significant portion of the oak's planter and jeopardizing its root system.

Tree #2 is the large valley oak located within the courtyard of the existing hotel, as well as the footprint of the future hotel. Detailed information regarding its structurally deficient and unsafe condition is described in a report by Mr. Straun Edwards, dated 2/14/16; see Exhibit D.

Trees #3 and 4 are small birch at the front, southwest section of the existing hotel.

Trees #11, 13 and 14 are large and tall Monterey pines forming a row along the north boundary. They are infested, at increasing levels, by red turpentine bark beetle (#12 was severely infested prior to removal), and all contain heavy limbs presenting a probable risk of breaking in the foreseeable future onto high value targets below.

For all practical purposes, these pines have outgrown their location, and present a progressive risk to persons and property below. Tree #11 exhibits symptoms of decline, a condition I anticipate #13 and 14 will also display in the foreseeable near future.

Monterey pines are also highly intolerant of root loss and disturbance inherent with site development, and significant, irreparable decline typically ensues shortly following construction (particularly when being already infested by bark beetles). Based on the proposed design layout in conjunction with the pines' condition, there is a reasonably high degree of certainty the pines' decline and demise would follow shortly following construction commencing, and considering their species, large size and weakened quality, redesigning to achieve their protection does not seem warranted.

Trees #16 thru 18 are ornamental trees aligning the existing parking lot's north side; #16 is a privet, and #17 and 18 are bottlebrush.

4.3 Retain in Place

Further information regarding Tree Protection Zones (TPZs) for retained trees is specified within Section 5.1 of this report.

Oaks #6 thru 9

These four oaks are situated along the neighboring southern property, their trunks aligning and setback from the fence at the following respective distances: 8.5, 9.5, 9.5 and 4 feet (measured from the neighboring property, rounded to the nearest half-of-a-foot). The underground garage is proposed three feet from the property line, which where along these trees, is roughly one-foot towards the neighboring property from the existing fence. Once shoring and excavation is complete for the garage along #6 thru 8, ground up to existing fence will become disturbed during drilling to set soldier piles and excavate for lagging. For #9, the garage is setback by an additional seven feet to help minimize impacts and account for reducing loss of significant roots supporting the tree's pronounced lean.

Based on the trees' locations, sizes, rooting structures and growth habits, excavation is a good distance from #7 and 8, and at close distances to #6 and 9. Measures presented within the following paragraphs, as well as within the next section of this report, will help minimize impacts and promote the trees' survival and longevity.

To minimize root loss for #6 thru 9, and precluding mechanical excavation for the garage, I recommend cleanly severing roots along the south wall's edge down to an 18- to 24-inch depth using a stump grinder or manually digging a one-foot wide trench; this will enable retaining as much root mass as possible, while avoiding roots breaking closer to trunks than otherwise necessary (this also applies to redwood #10). An intensive watering program is also needed to help offset root loss and improve the trees' likelihood for surviving beyond site development; see further information in Section 5.2 of this report.

Regarding potential impacts to canopies, only one oak, #8, has large limbs growing into the site and potentially present conflicts with shoring installation materials and equipment (building clearance is achieved for this tree, but possibly very minor pruning may be needed along its fringe for clearance from construction scaffolding). To avoid significant impacts, the shoring design requires onsite review with the shoring engineer and me, and if needed, soil nailing and shotcrete, or another alternative method may become necessary to avoid losing large limbs.

A walkway is proposed along the south property line, and will occupy a three-foot wide distance, which essentially encompasses where the ground area will become disturbed for shoring along #6 thru 8; thus, no notable additional impacts are anticipated for these trees.

For #9, however, the section of proposed walkway beyond three feet from the garage wall would result in root loss and damage where critical roots serve to help anchor the tree into the ground (to compensate for its pronounced lean). To help mitigate, the section of walk beneath #9's canopy will shift to abut and align the staircase wall, and to the extent possible, should be only three feet wide (or if not feasible, then should not exceed a 3.5- to 4-foot width). Additionally, overexcavation shall not exceed six inches from the walk edge, and all work manually performed under supervision by the project arborist.

Also for oak #9, confining soil disturbance (e.g. excavation, drilling, trenching, grading and compaction) and piers for shoring to within 36 inches from the garage wall is necessary to minimize root loss below significant levels. To the extent possible, also consider rerouting the storm drain lines beneath the tree's canopy to be inside or attached to the garage wall.

Redwood #10

This redwood is also located on the southern neighboring property, its trunk being approximately five feet from the property line and immediately adjacent to the southeast property corner. Impacts are fairly tolerable, however, can perhaps be minimized by where within 25 feet from the trunk, shifting the section of future walk to abut the staircase wall, and routing the storm lines along or inside the wall. Also applicable for this redwood includes recommendations regarding shoring and soil disturbance as discussed for oak #9, using a stump grinder or hand-digging prior to garage excavation along the south garage wall, and implementing a supplemental watering program.

Redwood #15

This large redwood originates from the neighboring eastern property, its trunk abuts or is within inches from the property line, and its large roots grow into the site and have formed large asphalt mounds. Exploratory digging below the tallest mound found reveals small roots immediately below the asphalt surface, and a large root 12 inches below ground (12" beneath bottom of asphalt surface). Based on these observations, design guidelines for designing the future EVA were provided to the project team, and key points include excavation required for base material, edging, forms, EVA surface, etc. does not exceed six inches below the soil high point where exploratory digging occurred (possibly 4" maximum for the entire area), and roots encountered with diameters \geq two inches shall be retained and not damaged (base material would simply be placed around any encountered root of this size); this applies within setbacks specified in Section 5.1 of this report. Furthermore, direct compaction of the subgrade within the redwood's TPZ must be avoided, and Tensar® Biaxial Geogrid placed on subgrade should also be used. Note these specifications also apply to the "vehicular concrete" section proposed immediately southwest of the trunk, and applicable callouts and notes should be placed on C2.1. Also, to the extent possible, shift the sewer and storm drain line parallel to the garage farther west, even if by only a few feet.

5.0 TREE PROTECTION MEASURES

Recommendations presented within this section serve as measures to help mitigate or avoid impacts to trees being retained, and all should be carefully followed throughout all demolition, grading, utility, construction and landscaping phases. They are subject to change upon reviewing any revised or updated project plans, and I (hereinafter, "project arborist") should be consulted in the event any cannot be feasibly implemented. Please note that, unless otherwise stated, all referenced distances from trunks are intended to be from the closest edge, face of, their outer perimeter at soil grade.

5.1 Design Guidelines

1. A Tree Protection Zone (TPZ) is necessary to confine or restrict activities within a certain distance from a trunk, for the purpose of achieving a reasonable assurance of anchoring capacity and tree survival. Such activities include, but are not necessarily limited to, the following: trenching, soil scraping, compaction, mass and finish-grading, overexcavation, subexcavation, tilling, ripping, swales, bioswales, storm drains, dissipaters, equipment cleaning, stockpiling and dumping of materials, and equipment and vehicle operation. In the event an impact encroaches slightly within a setback, it can be reviewed on a case-by-case basis by the project arborist to determine whether measures can sufficiently mitigate the impacts to less-than-significant levels. Based on the proposed design and existing site/tree conditions, I recommend the following TPZs for each tree:
 - #6 thru 9: Up to 36 inches from the proposed garage wall where beneath their canopies.
 - #10: 15 feet or more northwest from the trunk, and 25 feet north.
 - #15: 19 feet or more feet west from the trunk (existing wall), and 25 feet in all other directions (e.g. north, northwest, south and southwest).
2. Items specified in Section 4.3 of this report shall be considered part of this section.
3. All site-related plans should contain notes referring to this report for tree protection measures.

4. Show the trunk locations, assigned numbers and diameters (shown as a circle to-scale) of all remaining trees on all site-related plans (updated and add where needed, on the civil and landscape site-related plans).
5. On a tree disposition or protection plan, add fencing or TPZ designations as defined within item #1 of this section.
6. Utilize shoring for the entire underground garage, and the design should achieve conformance to the TPZs and protection of large limbs overhanging the site; refer to Section 4.3 of this report for additional information.
7. Abandon all existing, unused lines or pipes within a TPZ, and any above-ground section should be cut off at existing soil grade (rather than being dug up and causing subsequent root damage); specify this provision onto the demolition plan (C2.0).
8. The demolition and grading design should consider retaining existing hardscape within a TPZ up until landscape construction, for the purpose of providing much greater access for staging, equipment, and vehicular and personnel access (space which would otherwise become confined should pavement be removed). To specify, a note would be added to the demolition and grading plans.
9. Design and route utilities, irrigation, storm drains, dissipaters and swales beyond TPZs. Depending on the proximity to tree trunks, directional boring by at least four feet below existing grade may be needed, or digging within a TPZ can be manually performed using shovels (no jackhammers, and roots \geq two inches in diameter retained and not damaged during the process). Pipe bursting is also a possible alternative option to consider. All tentative routes should be reviewed with the project arborist beforehand, and any authorized digging within a TPZ shall only be performed under supervision by the project arborist.
10. The erosion control design should consider that any straw wattle or fiber rolls require a maximum vertical soil cut of two inches for their embedment, and are established as close to canopy edges as possible (and not against a tree trunk).

11. The permanent and temporary drainage design, including downspouts, should not require water being discharged towards a tree's trunk.
12. Show the future staging area and route(s) of access on the final site plan, striving to avoid TPZs (or if needed, reviewed with the project arborist).
13. Avoid specifying the use of herbicides use within a TPZ; where used on site, they should be labeled for safe use near trees.
14. Liming shall not occur within 50 feet of a tree's canopy (where beyond the building and underground garage).
15. Where within 10 feet from a TPZ, overexcavation shall be avoided, or at a minimum, confined six inches from back of curbs (and supervised by the project arborist).
16. Adhere to the following additional landscape guidelines:
 - a. Establish irrigation and lighting features (e.g. main line, lateral lines, valve boxes, wiring and controllers) so that no trenching occurs within a TPZ. In the event this is not feasible, they may require being installed in a radial direction to a tree's trunk, and terminate a specific distance from a trunk (versus crossing past it). The routes and overall layout should be reviewed with the project arborist prior to any trenching or excavation occurring.
 - b. Design any new site fencing or fence posts to be at least two to five feet from a tree's trunk (depends on the trunk size and growth pattern).
 - c. Avoid tilling, ripping and compaction within TPZs.
 - d. Establish any bender board or other edging material within TPZs to be on top of existing soil grade (such as by using vertical stakes).
 - e. Utilize a three- to four-inch layer of coarse wood chips or other high-quality mulch for new ground cover beneath canopies (gorilla hair, bark or rock, stone, gravel, black plastic or other synthetic ground cover should be avoided).

5.2 Before Demolition, Grading and Construction

17. Pruning shall only be performed under direction of the project arborist. The work shall be conducted in accordance with the most recent ANSI A300 standards, and by a California licensed tree-service contractor (D-49) that has an ISA certified arborist in a supervisory role, carries General Liability and Worker's Compensation insurance, and abides by ANSI Safety Operations.
18. Begin supplying water to all retained trees, applied where possible for roots to uptake, but not against trunks. The methodology, frequency and amounts shall be reviewed with the project arborist prior to application; various methodologies include flooding the ground, soaker hoses, or deep-root injection. Note in the event dewatering is required as part of basement excavation, the watering program should be highly intensive, particularly for the redwood.
19. Conduct a site meeting between the general contractor and project arborist several weeks (or more) prior to demolition for the purpose of reviewing the underground wall and building floor locations, tree fencing, routes of access, staging, watering, shoring and protection measures presented in this report.
20. Install tree protection fencing prior to any demolition for the purpose of restricting access into *unpaved* sections of ground within a TPZ. Where pavement can remain within a TPZ, fencing is not needed (in effect, the pavement allows access beneath canopies while serving as a superior root zone buffer). Fencing should consist of six-foot tall chain link mounted on roughly two-inch diameter steel posts, which are driven into the ground, where needed, for vertical alignment. Fencing shall remain in place throughout site development, and will need to be installed, when needed, in various phases (e.g. demolition is phase 1, grading and construction phase 2). Note that prior to the City issuing a permit, they require a letter by the project arborist confirming fencing has been installed per this report.
21. The removal of asphalt within a TPZ will trigger any fencing layout to be immediately modified to capture the newly unpaved area.

22. Spread, and replenish as needed throughout the entire construction process, a four- to five-inch layer of coarse wood chips ($\frac{1}{4}$ - to $\frac{3}{4}$ -inch in size) from a tree-service company over unpaved ground within TPZs. The source and type should be reviewed with, and consent provided by, the project arborist before spreading.
23. Fertilization may benefit a tree's health, vigor and appearance. If applied, however, soil samples should first be obtained to identify the pH levels and nutrient levels so a proper fertilization program can be established. I further recommend any fertilization is performed under the direction and supervision of a certified arborist, and in accordance with the most recent ANSI A300 Fertilization standards.

5.3 During Demolition, Grading and Construction

24. Adhere to recommendations regarding shoring and walkway installation as specified in Section 4.3 of this report.
25. Take great care during demolition of existing pavement and other features to avoid damaging a tree's trunk, crown and roots within a TPZ.
26. Great care must also be taken by equipment operators to position their equipment to avoid trunks and branches, including the scorching of foliage. Any tree damage or injury should be reported to the project arborist for review of treatment.
27. The installation of shoring shall not require the loss of large limbs or branches during any drilling or pile driving. As such, locating drilling locations is critical to ensure this can be accomplished, and should be reviewed with the project arborist beforehand (if a pile driver is used, clearance for hydraulic hoses attached to the pile driver would also be necessary).
28. Construction scaffolding shall not extend into canopies, and where needed to accommodate this, narrowed in width (e.g. \leq five feet wide), or avoided altogether and a manlift used.
29. Removing existing hardscape (including curbs and gutters) within a TPZ should be

carefully performed to avoid excavating roots and soil during the process, and the removal of base material shall be performed under direction of the project arborist (and where necessary, shall remain in place and utilized as future base course).

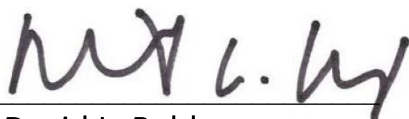
30. Avoid using the trees' trunks as winch supports for moving or lifting heavy loads.
31. Avoid disposing harmful products (such as cement, paint, chemicals, oil and gasoline) beneath canopies or anywhere on site that allows drainage within or near TPZs. Herbicides should not be used with a TPZ; where used on site, they should be labeled for safe use near trees. Liming shall not occur within 50 feet from a trunk.
32. Any authorized access, digging or trenching within designated-fenced areas shall be foot-traffic only and manually performed under supervision by the project arborist, and without the use of heavy equipment or tractors.
33. For the first 24 inches below grade within 20 feet from TPZs, excavation for the underground garage should be slowly performed with a 'spotter' present, and roots encountered with diameters \geq two inches should be cleanly severed by hand (at 90° to the direction of root growth) against the tree side of the trench cut, versus breaking and resulting in damage closer to the tree's trunk than otherwise needed. A stump grinder is perhaps a superior option to employ, and seemingly much more efficient and effective for retaining as much root mass as possible.
34. Avoid damaging or cutting roots with diameters \geq two inches without prior assessment by the project arborist. Should roots of this size be encountered, within one hour of exposure, they should either be buried by soil or covered by burlap that remains continually moist until the root is covered by soil. If they are approved for cutting, cleanly severe at 90° to the angle of root growth against the cut line (using loppers or a sharp hand saw), and then immediately after, the cut end either buried with soil or covered by a plastic sandwich bag (and secured using a rubber band, and removed just before backfilling). Roots encountered with diameters $<$ two inches and require removal can be cleanly severed at 90° to the direction of root growth.

35. Spoils created during digging shall not be piled or spread on unpaved ground within a TPZ. If essential, spoils can be temporarily piled on plywood or a tarp.
36. Dust accumulating on trunks and canopies during dry weather periods should be periodically washed away (e.g. every three to four months).
37. New irrigation and lighting features (e.g. main line, laterals, valve boxes, wiring and controllers) should be established so that no trenching occurs within a TPZ. In the event this is not feasible, the trenches may require being installed in a radial direction to a tree's trunk, and terminate a specific distance from a trunk (versus crossing past it). The use of a pneumatic air device (such as an Air-Spade®) may be needed to avoid root damage. Additionally, any Netafim tubing used should be placed on grade, and header lines installed as mentioned above. All routes within and near a TPZ shall be reviewed with the project arborist several weeks or months prior to installation.
38. Digging holes for fence posts within a TPZ should be manually performed using a post-hole digger or shovel, and in the event a root \geq two inches in diameter is encountered during the process, the hole should be shifted over by 12 inches, or as needed to avoid the root(s) and the process repeated.

6.0 ASSUMPTIONS AND LIMITING CONDITIONS

- All information regarding the size and condition of inventoried trees reflects observations derived from the ground on 10/19/16 and 11/7/16, and to a much lesser extent 3/17/17, 4/3/17 and 8/28/17. Photographs presented herein were obtained on 10/19/16 and 11/7/16.
- My observations were performed visually without probing, coring, dissecting or excavating. I cannot, in any way, assume responsibility for any defects that could only have been discovered by performing the mentioned services in the specific area(s) where a defect was located.
- The assignment pertains solely to trees listed in Exhibit A. I hold no opinion towards other trees on or surrounding the project area.
- I cannot provide a guarantee or warranty, expressed or implied, that deficiencies or problems of any trees or property in question may not arise in the future.
- No assurance can be offered that if all my recommendations and precautionary measures (verbal or in writing) are accepted and followed, that the desired results may be achieved.
- I cannot guarantee or be responsible for the accuracy of information provided by others.
- I assume no responsibility for the means and methods used by any person or company implementing the recommendations provided in this report.
- The information provided herein represents my opinion. Accordingly, my fee is in no way contingent upon the reporting of a specified finding, conclusion or value.
- Numbers shown on the site map in Exhibit B are intended to only roughly approximate a specific tree's location, and shall not be considered surveyed points.
- This report is proprietary to me and may not be copied or reproduced in whole or part without prior written consent. It has been prepared for the sole and exclusive use of the parties to who submitted for the purpose of contracting services provided by David L. Babby.
- If any part of this report or copy thereof be lost or altered, the entire evaluation shall be invalid.

Prepared By:



David L. Babby

Registered Consulting Arborist® #399

Board-Certified Master Arborist® #WE-4001B

Date: November 30, 2017



EXHIBIT A:

TREE INVENTORY TABLE

(three sheets)



TREE INVENTORY TABLE

TREE/ TAG NO.	TREE NAME	SIZE			CONDITION			Suitability for Preservation (Good/Moderate/Low)	Heritage Tree
		Trunk Diameter (in.)	Tree Height (ft.)	Canopy Spread (ft.)	Health Condition (100%=Best, 0%=Worst)	Structural Integrity (100%=Best, 0%=Worst)	Overall Condition (Good/Fair/Poor/Dead)		

1	Valley oak (<i>Quercus lobata</i>)	44	70	65	70%	40%	Fair	Good	X
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Comments: Crown is asymmetrical, the dominant and sinuous limb structure sweeping west and southwest. Within a very narrow, tear-drop shaped planter, and its trunk is surrounded by river rock up to 5' away, and beneath dripline beyond planter is predominantly pavement. Trunk's base is somewhat buried by the rock and soil. Trunk's base is lower than surrounding asphalt lot grade. Structure formed by a main trunk dividing into codominant leaders at 13' high, forming a seemingly stable attachment. Below this union is a large wound filled with foam, and a substantial amount of woundwood has developed around the perimeter. Above the union is another large wound, with a decaying wall and limited woundwood (and has a fruiting body growing on the wound's face).

2	Valley oak (<i>Quercus lobata</i>)	39	70	80	30%	20%	Poor	Low	X
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Comments: To be removed. Unsafe condition detailed within the 2/14/16 report by Mr. Straun Edwards (provided in Exhibit D of this report).

3	European white birch (<i>Betula pendula</i>)	7	35	15	70%	40%	Fair	Moderate	
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Comments: Asymmetrical crown growing NW away from a prior oak on neighboring site.

4	European white birch (<i>Betula pendula</i>)	6	40	10	50%	40%	Poor	Moderate	
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Comments: Asymmetrical crown growing NW away from a prior oak on neighboring site. Soil is piled at trunk's base (between a boulder and trunk).

6	Coast live oak (<i>Quercus agrifolia</i>)	25	50	35	70%	40%	Fair	Moderate	X
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Comments: Offsite. Narrow form, and trunk has a slight lean towards project site. Structure bifurcates at 6' high, has a rangy form, and grows mostly vertical above property line. Trunk is 8.5' from fence.



TREE INVENTORY TABLE

TREE/ TAG NO.	TREE NAME	SIZE			CONDITION			Suitability for Preservation (Good/Moderate/Low)	Heritage Tree
		Trunk Diameter (in.)	Tree Height (ft.)	Canopy Spread (ft.)	Health Condition (100%=Best, 0%=Worst)	Structural Integrity (100%=Best, 0%=Worst)	Overall Condition (Good/Fair/Poor/Dead)		

7	Coast live oak (<i>Quercus agrifolia</i>)	14	40	25	60%	60%	Fair	Moderate	X
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Comments: Offsite. Sinuous and narrow form, trunk grows entirely away from site. The top center, northern-most section is sparse. Trunk is 9.5' from fence.

8	Coast live oak (<i>Quercus agrifolia</i>)	19	35	35	60%	70%	Fair	Moderate	X
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Comments: Offsite. Structure comprised of three main leaders dividing as low as 5.5' high, two growing into project site. Sparse and asymmetrical canopy. Trunk is 9.5' from fence. Dominant surface root along opposite side of project.

9	Coast live oak (<i>Quercus agrifolia</i>)	31	50	75	70%	20%	Poor	Moderate	X
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Comments: Offsite. Pronounced, severe lean towards SE. Trunk divides at 2' along trunk into one smaller lateral, which forms a weak union with the main stem. Trunk's base is 4' from fence. Browning canopy at the very top, south side, and some along north perimeter. Pole support beneath, and embedded into main stem 11' high. Broad canopy, branches nearing 3.5' above the ground.

10	Coast redwood (<i>Sequoia sempervirens</i>)	35	120	35	50%	70%	Fair	Moderate	X
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Comments: Offsite. Sparse and thin canopy with deadwood. Trunk is 5.6' from fence.

11	Monterey pine (<i>Pinus radiata</i>)	27	75	30	40%	70%	Poor	Low	X
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Comments: High level of infestation by bark beetles, reaching 8' high along trunk. Sparse and declining canopy with deadwood. Excessive limb weight. High crown.

13	Monterey pine (<i>Pinus radiata</i>)	31	70	40	50%	50%	Fair	Moderate	X
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Comments: Moderate level of infestation by bark beetles to 9' high. Excessive limb weight.



TREE INVENTORY TABLE

TREE/ TAG NO.	TREE NAME	SIZE			CONDITION			Suitability for Preservation (Good/Moderate/Low)	Heritage Tree
		Trunk Diameter (in.)	Tree Height (ft.)	Canopy Spread (ft.)	Health Condition (100%=Best, 0%=Worst)	Structural Integrity (100%=Best, 0%=Worst)	Overall Condition (Good/Fair/Poor/Dead)		

14	Monterey pine (<i>Pinus radiata</i>)	30	65	35	50%	60%	Fair	Moderate	X
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Comments: Moderate level of infestation by bark beetles (at trunk's base). High crown along side adjacent to neighboring building. Excessive limb weight. Has a 4" root surfacing north of trunk, and mounds are formed in asphalt up to existing storm drain inlet.

15	Coast redwood (<i>Sequoia sempervirens</i>)	~48	12	40	60%	70%	Fair	Moderate	X
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Comments: Offsite. Sparse and thin canopy. Lower trunk is not visible. Adjacent wall is pushed into site, likely from expansion of the root crown, and has created many vertical and horizontal cracks. Adjacent to existing building (at its corner). Limbs are elongated. Large mounds in asphalt, up to 20' from the wall.

16	Glossy privet (<i>Ligustrum lucidum</i>)	8, 5, 5, 4, 2	30	30	60%	40%	Fair	Moderate	X*
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Comments: Multi-trunk with narrow, poor attachments. Some dieback along canopy's north side.
*Assigned per the City's request.

17	Lemon bottlebrush (<i>Callistemon citrinus</i>)	9	15	15	70%	50%	Fair	Moderate	
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Comments: Large limb cut from mid-trunk area sometime ago.

18	Lemon bottlebrush (<i>Callistemon citrinus</i>)	7	15	15	70%	30%	Fair	Low	
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Comments: Has a pronounced SE lean, and a distinct mound has along the opposite side (indicating the tree potentially partially uprooted in the past).

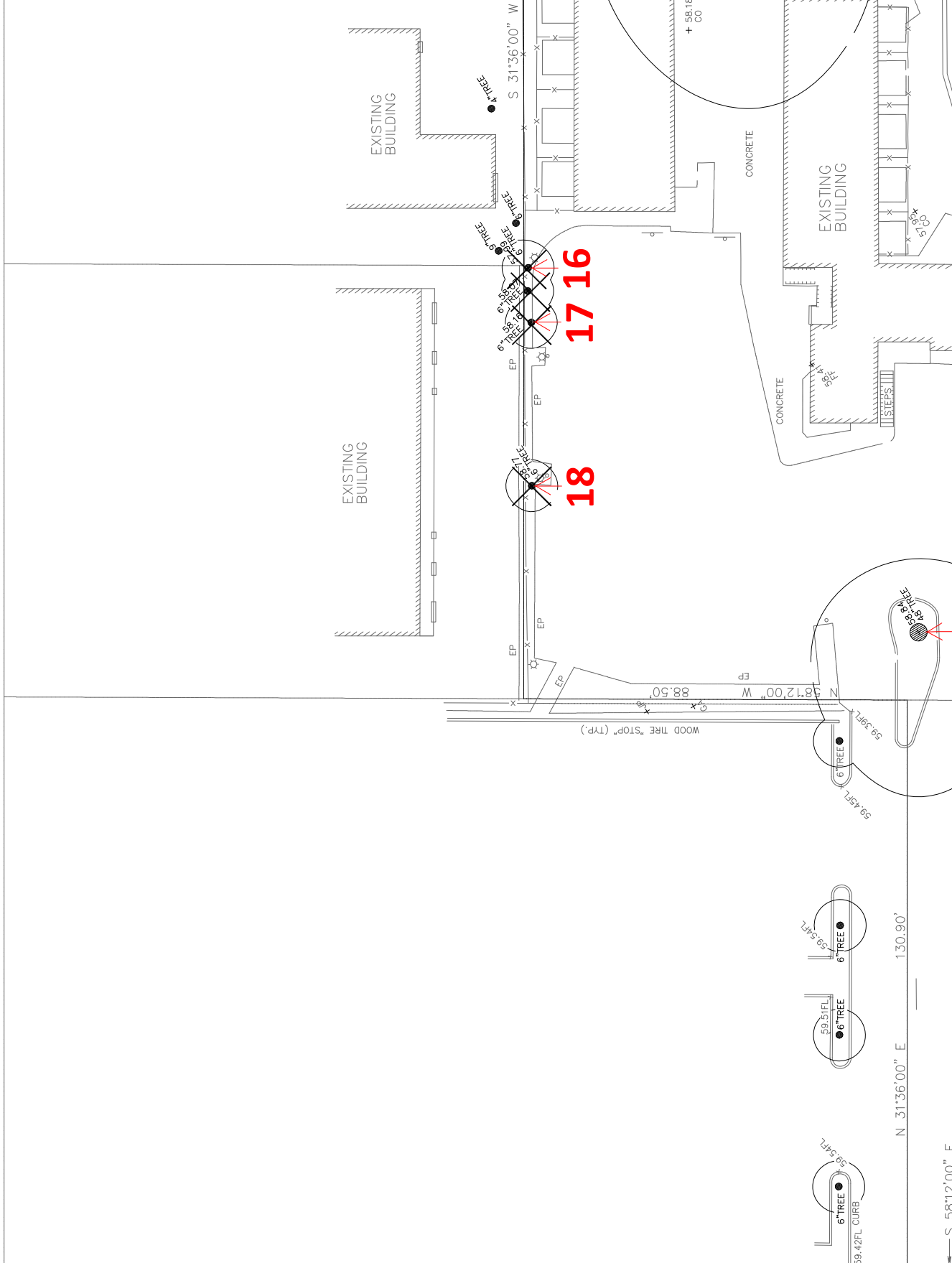
EXHIBIT B:

SITE MAP

(one sheet)

BUCKTHORN WAY
(60' RIGHT-OF-WAY)

EL CAMINO REAL
(100' RIGHT-OF-WAY)



SIDEWALK

6" TREE
59.42FL CURB
59.54FL

6" TREE
59.51FL
59.54FL

6" TREE
59.54FL

N 31'36"00" E 130.90'

S 58'12"00" E

6" TREE
59.45FL
59.39FL

45' TREE
59.34
59.84

WOOD TREE "STOP" (TYP.)

N 58'12"00" W 88.50'

18

17 16

S 31'36"00" W
4" TREE
6" TREE
6" TREE

CONCRETE

EXISTING BUILDING

CONCRETE

CONCRETE

EP

EP

EP

EP

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EXHIBIT C:
PHOTOGRAPHS
(six sheets)

Photo Index

Page C-1: Tree #1

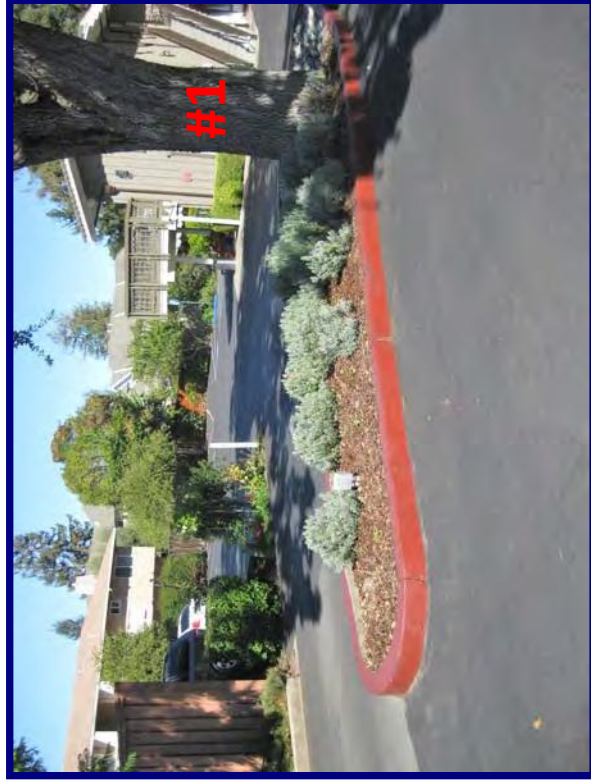
Page C-4: Trees #8 and 9

Page C-2: Tree #2

Page C-5: Trees #10 thru 15

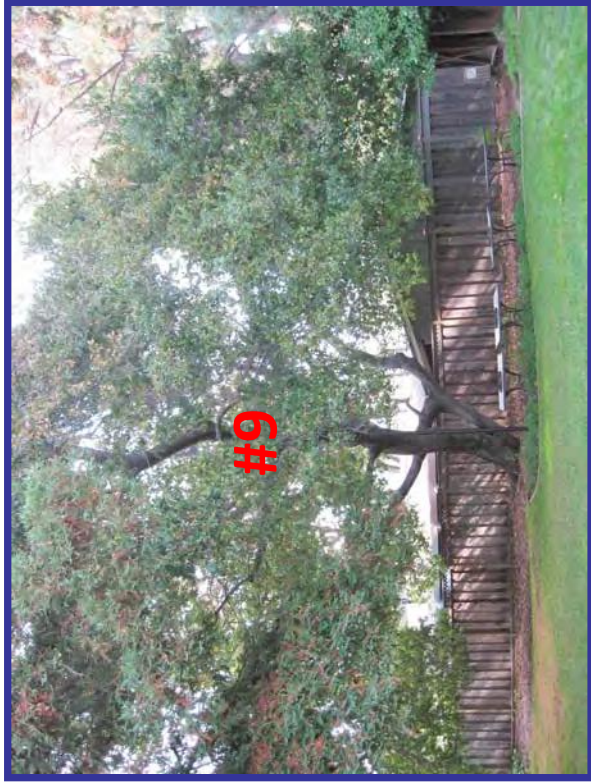
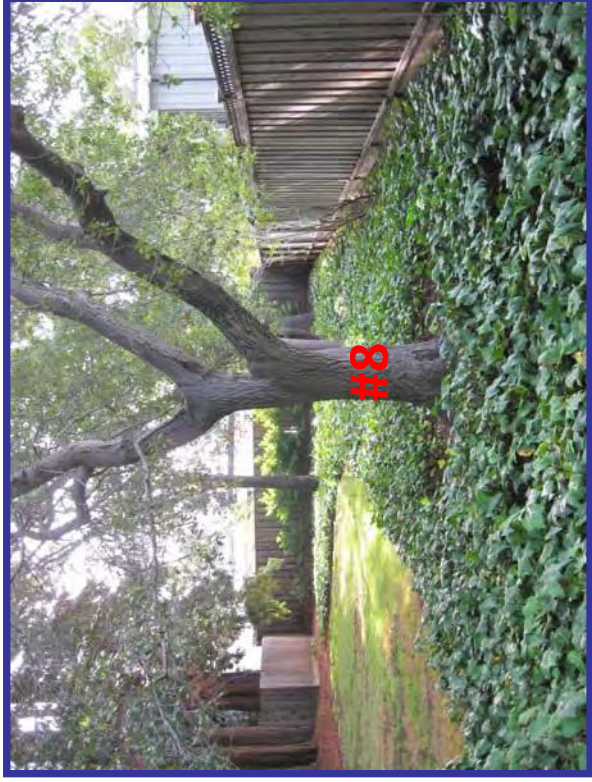
Page C-3: Trees #3 thru 7

Page C-6: Trees #15 thru 18











Large amount of sawdust ("frass") indicates severe infestation by bark beetles



EXHIBIT D:

REPORT FOR TREE #2

(seven sheets)



A FULL SPECTRUM PROFESSIONAL TREE CARE COMPANY

VALLEY OAKS
AT
RED COTTAGE INN & SUITES

Location: 1704 El Camino Real
Menlo Park, CA

Straun Edwards
Trees 360 Degrees
Certified Arborist #WE5612-A
Ph. (408) 898-0625

February 14, 2016

ASSIGNMENT:

On Friday, February the 12th, 2016 I was asked to inspect two *Quercus lobata* (valley oak) trees. The trees are located at the Red Cottage Inn & Suites in Menlo Park, CA. The client has plans for construction and is therefore concerned about the condition of the trees. The purpose of my investigation is to assess and determine both the health and structural stability of the valley oaks.

OBSERVATIONS:

Tree No. 1: *Quercus lobata* (valley oak)

This tree is a large, mature specimen with a trunk diameter of 44in. (measured at breast height) with a canopy height and spread of approximately 75ft.x 55ft. It is centrally located in the driveway. Although fill soil in the driveway exists over the entire root area, the trunk of the tree appears to have stayed relatively dry. I attribute this to the tree location and the road which has allowed drainage away from the tree. There is no obvious basal decay evident. This tree has very good structure with a fairly symmetrical canopy, good health and vigor. All major branch unions appear sound with no major structural defects apparent at the branch unions. There are a few obvious, large hollows in the upper canopy which have previously been filled with expanding foam.

Tree No. 2: *Quercus lobata* (valley oak)

The tree in questions is a large, mature *Quercus lobata* (valley oak) with a height and spread of approximately 80ft. x 110ft. and a trunk dbh of 42in. The tree is located in the center of the courtyard area and leans heavily to the west. It has good structure with well-developed main branch unions. This tree has been well maintained in the past, with weight reduction pruning and the installation of cable support systems on the largest of the lateral limbs. The trunk of the tree has been buried, approximately 20in. deep and the surrounding root area of the tree has also been compromised with fill soil and hardscape installed over the top. There is extensive decay in both the lower trunk and large supporting roots. Both *Armillaria sp.* and *Phytophthora sp.* appear to be present, with mycelial fans and bleeding from below the bark respectively (see photos A-D). The base and trunk of the tree, at original ground level, has approximately 4in. - 6in. thick of sound wood around the exterior. The interior area, where large

support roots would typically be attached, is hollow (see photos E-F). I used a hose to measure the depth of the cavity and was able to insert it approximately 2ft. into the cavity, horizontally and 9ft. vertically up into the hollow interior of the trunk (see photos G).

DISCUSSION & CONCLUSION:

The valley oak listed as (Tree No. 1) appears to be a healthy and stable specimen with no obvious, large defects within the lower base/trunk area. This tree appears to have been well maintained. The second valley oak (Tree No. 2), I assume, that during the original construction many years ago, the tree had excess soil filled around its base. I also understand that a root crown inspection was conducted by Barry Coate and associates, approximately 6 years ago. In his report, he confirmed that the tree had been extensively buried for many years and *Armillaria mellea* (oak root rot fungus) was found in the lower root bowl. At that time, the area was excavated and the fungus treated. I also conducted a root crown excavation on Tree No. 2, which was a little deeper than the previous excavation by Mr. Coate, I noted extensive decay in the lower trunk and large supporting roots but also found extensive internal decay.

It was confirmed that both the below grade large supporting roots and the main lower trunk, continue to be infected with bacterial and fungal pathogens. After much consideration, given to the aesthetic value and cultural significance of this tree, I believe whole tree failure is a valid concern. Although the tree has a good branch structure and appears to be in good health above soil grade, due to the extent of the below grade degradation I have come to the conclusion that the tree is hazardous. It is my professional opinion that this tree has a high probability of failure due to the long term conditions it has been subjected to. Furthermore, the locations of the decay in the tree lead me to believe that this tree will inevitably fail, as a whole, from ground level. This would cause catastrophic damage with the primary target being the adjacent buildings and/or their inhabitants.

Photo A was taken on the North side of the tree.

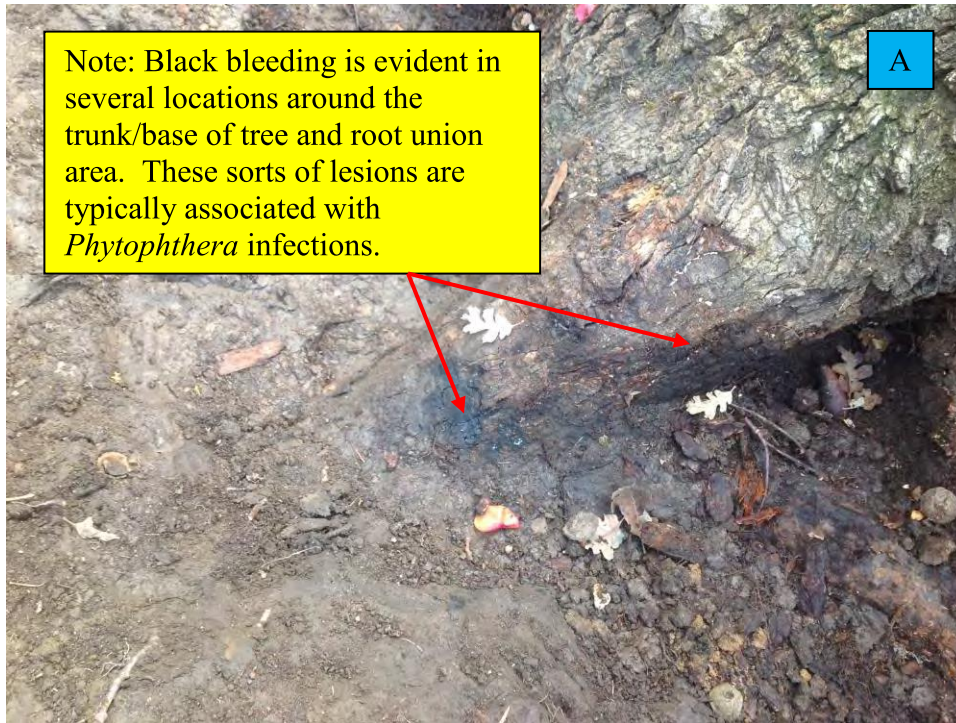


Photo B was taken on the West side of tree.



Photo C was taken on the South side of the tree.

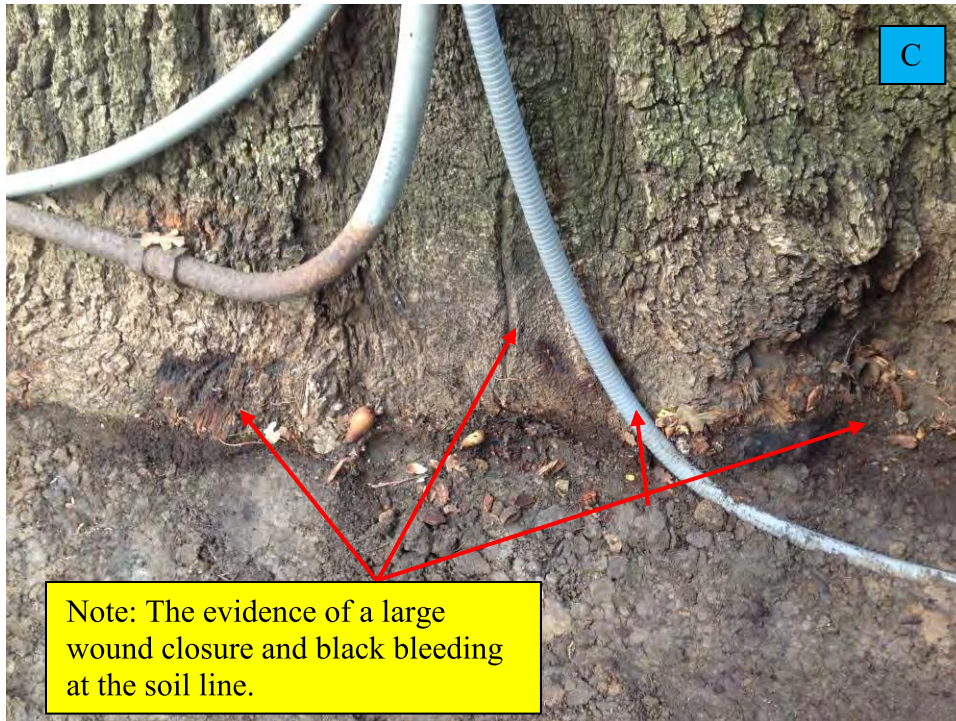


Photo D was taken on the North side of the tree.

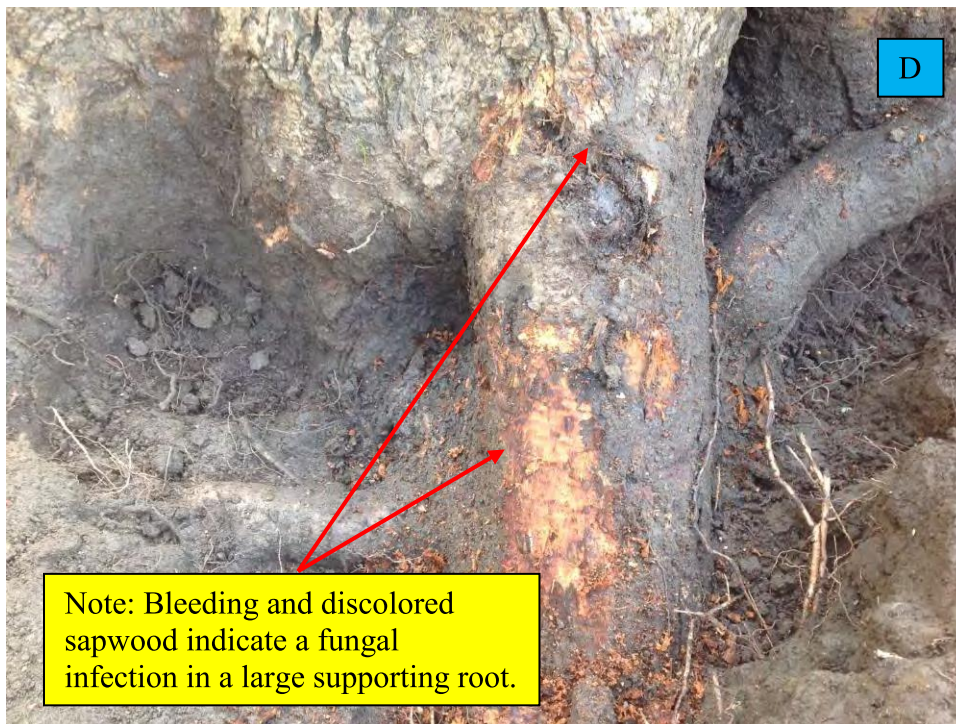




Photo E was taken from the West side.

Note: Hollow areas all connected with the absence of any interior, solid, healthy wood tissue.

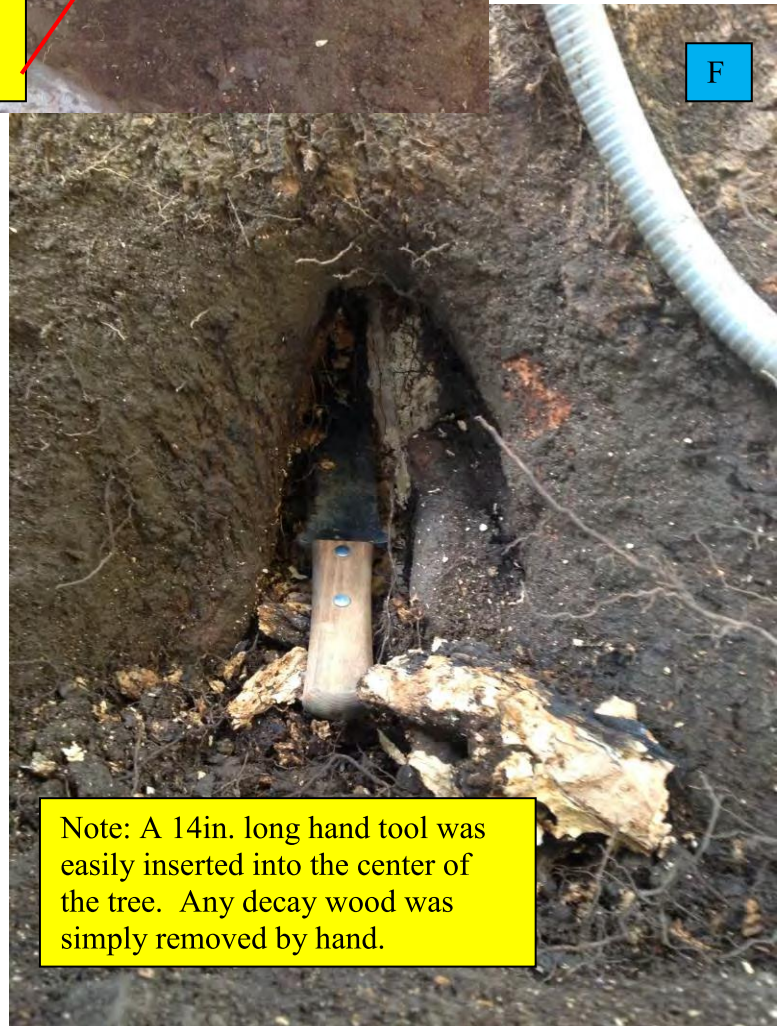


Photo F below was taken on the South side.

Note: A 14in. long hand tool was easily inserted into the center of the tree. Any decay wood was simply removed by hand.

Red Cottage Inn & Suites
1704 El Camino Real
Menlo Park, CA 94025

Photo G Hose used to measure depth of cavity.



Should you have any questions regarding the above information please do not hesitate to call me at (408) 898-0625.

Straun Edwards
Trees 360 Degrees
ISA Certified Arborist. # WE5612-A