



REGULAR MEETING AGENDA

Date: 6/18/2018
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 May 14, 2018, Planning Commission meeting. ([Attachment](#))

F. Public Hearing

- F1. Minor Subdivision, Variance, and Use Permit/Siavash Akbarian/1911 Menalto Avenue:
Request to subdivide one parcel into two lots in the R-1-U (Single Family Urban Residential) zoning district, and a request for a variance to reduce the minimum lot width to 50 feet where 65 feet is the minimum. In addition, a request for a use permit to construct one new two-story, single-family residence on each of the newly-created substandard lots. The proposed project includes consideration of a Negative Declaration regarding potential environmental impacts. ([Staff Report #18-060-PC](#))
- F2. Use Permit and Variance/Karen Xu/812 Woodland Avenue:
Request for a use permit to add a second floor, as well as conduct interior modifications to a single-family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The project also includes a variance request for the residence to have a left side setback of three feet, where the requirement is five feet, for the first

story. The subject property is in the R-1-U (Single Family Urban Residential) zoning district. ([Staff Report #18-061-PC](#))

F3. Use Permit/Shasank Chavan/207 Felton Drive:
Request for a use permit to demolish an existing single-story, single family residence and detached garage and shed and construct a new two-story, single family residence with attached garage on a substandard lot with regard to lot width and lot area in the R-1-S(FG) (Single Family Suburban Residential, Felton Gables) zoning district. As part of the proposed development, two heritage trees (an African fern pine and a beech tree) are proposed for removal. ([Staff Report #18-062-PC](#))

F3. Variance/Jiawei Zhu/188 Elliot Drive:
Request for a variance to reduce the Subdivision Ordinance front setback from approximately 50 feet to 35 feet. The proposal includes additions and interior modifications to an existing one-story single-family residence on a standard lot in the R-1-U (Urban Residential) zoning district. Three heritage tree removal permit applications are associated with the proposed project. *Continued to the Planning Commission meeting of July 16, 2018*

G. Study Session

G1. Study Session/SP Menlo LLC/111 Independence Drive:
Request for a study session review for a future application for use permit, architectural control, and environmental review to redevelop the site with 94 multi-family dwelling units in one building with an above grade multi-story parking garage integrated into the proposed eight-story building, located in the R-MU-B (Residential Mixed Use, Bonus) zoning district. The project site currently contains an approximately 15,000 square foot single-story office building that would be demolished. The proposed 94-unit building would contain approximately 87,182 square feet of gross floor area, with a total proposed FAR of 213 percent. The proposal includes a request for an increase in height and FAR under the bonus level development allowance in exchange for community amenities. ([Staff Report #18-063-PC](#))

G2. Amendments to the El Camino Real/Downtown Specific Plan:
Study session on potential amendments to the El Camino Real/Downtown Specific Plan. ([Staff Report #18-064-PC](#))

H. Informational Items

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

- Regular Meeting: July 16, 2018
- Regular Meeting: July 30, 2018
- Regular Meeting: August 13, 2018

I. Adjournment

Agendas are posted in accordance with Government Code Section 54954.2(a) or Section 54956. Members of the public can view electronic agendas and staff reports by accessing the City website at www.menlopark.org and can receive e-mail notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting the Planning Division at 650-330-6702. (Posted: 06/13/18)

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.

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REGULAR MEETING MINUTES - DRAFT

Date: 5/14/2018
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

The agenda for this meeting was amended to update the staff report items F5, F6 and F7

A. Call To Order

Chair Susan Goodhue called the meeting to order at 7:03 p.m.

B. Roll Call

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

Staff: Azalea Mitch, City Engineer; Matt Pruter, Associate Planner; Thomas Rogers, Principal Planner; Corinna Sandmeier, Senior Planner; Tom Smith, Senior Planner

C. Reports and Announcements

Principal Planner Thomas Rogers said the minutes for the April 23, 2018 Planning Commission meeting lacked the adjournment time. He said staff determined the meeting had adjourned at 11:25 p.m. and this change would be made when the minutes were finalized. He said the City Council at its May 8, 2018 meeting reviewed the Ravenswood Grade Separation Project and directed that Option A, which would create an underpass for vehicles at Ravenswood Avenue and no other intersection changes, be pursued with some additional direction that the City continue to try to collaborate on a trench alternative with other cities. He said at the Council's May 22 meeting, it would review the Planning Commission's recommendations on the Guild Theater Project that included amendments to the El Camino Real / Downtown Specific Plan.

Commissioner Katherine Strehl asked about the June 5, 2018 required training for commissioners and if commissioners were not able to attend. Principal Planner Rogers said that staff was getting clarification about options for commissioners unable to attend the training on that date, and would get back to the Commission. Commissioner Strehl said she had replied to the email about the training that she was not available. Chair Goodhue said for the record she had done the same.

Commissioner Henry Riggs said he recalled that the City Council in its consideration of grade separation also directed staff to investigate fully elevated crossings at least at Oak Grove Avenue and Ravenswood Avenue, and report back to Council. He said the idea was to keep that option open but to proceed with Option A.

D. Public Comment

There was none.

E. Consent Calendar

E1. Approval of minutes from the April 23, 2018, Planning Commission meeting. ([Attachment](#))

ACTION: Motion and second (John Onken/Andrew Barnes) to approve the minutes with the following modification; passes 7-0.

- Adjournment time added as 11:25 p.m.

F. Public Hearing

F1. Use Permit/Manzoor Ghori/1010 Hollyburne Avenue:
Request for a use permit to partially demolish, construct a new addition, and perform interior modifications to an existing single-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district. The existing residence is nonconforming with respect to the required right and left side setbacks and the daylight plane. The value of the proposed work exceeds the 75 percent new work value within a 12-month period and therefore requires a Planning Commission approval of a use permit. ([Staff Report #18-047-PC](#))

Applicant Presentation: Fatima Saqib, project designer, said they would remodel most of the existing home and add 491 square foot, which exceeded 75% nonconforming valuation and required a use permit. She said the nonconforming walls and roof would remain and the addition would be at the rear of the house. She said the home would have four bedrooms and three bathrooms. She said the existing single-car garage would remain.

Chair Goodhue noted she had not asked for staff comment.

Staff Comment: Associate Planner Matt Pruter said there were no additions to the written staff report.

Chair Goodhue opened the public hearing and closed it as there were no speakers.

Commission Comment: Commissioner Onken said this was a very modest addition to a single-story family residence within the capacity of the house and yard. He said the Commission was seeing the project because the existing home was over the setback lines and he did not see that exacerbated by this addition. He moved to approve as recommended in the staff report.

Commissioner Strehl said she agreed that this was a modest addition that did not exacerbate the nonconforming setbacks and daylight plane. She seconded the motion.

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

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

2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following **standard** conditions:
 - a. Development of the project shall be substantially in conformance with the plans prepared by Satellite Studio consisting of 14 plan sheets, dated received April 30, 2018, and approved by the Planning Commission on May 14, 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 and the arborist report prepared by Urban Tree Management, Inc., dated received March 14, 2018.

- F2. Use Permit and Variance/Karen Xu/812 Woodland Avenue:
Request for a use permit to add a second floor, as well as conduct interior modifications to a single-family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The project also includes a variance request for the residence to have a left side setback of three feet, where the requirement is five feet for both the first and second stories. The subject property is in the R-1-U (Urban Residential) zoning district.

Continued to a future meeting.

- F3. Use Permit Revision/City of Menlo Park/333 Burgess Drive:
Request for a use permit revision to use and store hazardous materials on site for use with an emergency well previously permitted at the City's Corporation Yard. The materials will either be stored within an existing building or within a separate storage tank on site and will be used to help ensure safe drinking water during an emergency. The subject site is located in the P-F (Public Facilities) zoning district. ([Staff Report #18-048-PC](#))

Staff Comment: Principal Planner Rogers said Azalea Mitch, City Engineer, was expected but had not arrived yet. He said the Commission could continue the item until later on the agenda. Chair Goodhue said she would continue the item.

Prior to moving to consideration of item F3, Commissioner Strehl said during the General Plan Update they had a conversation about use permits for use and storage of hazardous waste materials not coming to the Planning Commission if approved by all of the regulatory agencies. Principal Planner Rogers said in the ConnectMenlo General Plan Update process there was a change for the area of the City closest to the Bay for life sciences and light industrial type users of hazardous materials to make it an administrative permit. He said the regulations for the Public Facilities District were not changed.

Chair Goodhue went to the next agenda item F4 at around 7:16 p.m.

- F4. Use Permit & Architectural Control/NMSBPCSLDHB/40 Middlefield Road:
Request for a use permit and architectural control to construct a new single-story office building, approximately 3,600 square feet in size, on a vacant lot in the C-4 (General Commercial) zoning district. The proposal includes a parking reduction request to provide 12 spaces where 22 spaces are required, which represents a ratio of one space per 300 square feet of gross floor area. The project includes a dedication of approximately 1,700 square feet of right-of-way along Middlefield Road associated with a plan line. ([Staff Report #18-049-PC](#))

Staff Comment: Principal Planner Rogers said that Senior Planner Tom Smith was the project manager for this item and would arrive soon. In the interim, Mr. Rogers said there was a colors and materials board that would be passed around, and several items of correspondence received since publication of the staff report. He said those had been printed and distributed to the Commission at the dais, and without exception, they were all opposed to the project.

Commissioner Onken recused himself from consideration of this item.

Staff Comment (continued): Senior Planner Smith apologized for his delay. He said in the introduction of the staff report it mentioned that there were properties on Clover Lane that were adjacent to the lot at its rear. He said in correction that one of those properties was fronting onto Baywood Avenue and was directly behind the proposed project site. He said as mentioned by Principal Planner Rogers they had received 14 additional letters since the packet was distributed, all of which opposed the project, and one additional piece of correspondence from the applicant.

Applicant Presentation: Ken Hayes, Hayes Group Architects, said he would present the proposed project on behalf of his clients, Granum Partners, both of whom were present. He said that Elizabeth Hughes, the project's TDM expert, was also present. He said the proposed project was

located in the C-4 (General Commercial) zoning district that allowed for 0.4 Floor Area Ratio (FAR), and they were proposing 0.36 FAR. He said the height allowed in the C-4 was 30-feet and they were proposing a height of 19-feet. He said the only setback required was along Middlefield Road where there was a plan line. He said they would be dedicating land at that plan line to the City. He said a mix of uses was permitted in C-4 including retail, medical, and professional offices. He said they were restricting the project use to professional and investment type offices and had worked closely with staff for several months to reduce the impact of the building. He said the parcel was 11,590 square feet at the corner of Middlefield Road and Woodland Avenue and would be reduced to about 9,900 square feet with dedication of almost 1,700 square feet uncompensated to the City as a result of the plan line along Middlefield Road. He said the surrounding properties included the Willows neighborhood to the east, Willows Market to the north and some office buildings there and across Willow Road. He said across Middlefield Road was the former Sunset Magazine campus and Palo Alto and San Francisquito Creek to the south. He said currently the parcel was vacant and surrounded by a chain link fence. He said their project statement was to create a new, modern 3,584 square foot office building that responded to the site, respected the context, embraced sustainable design practices, and enhanced the living and working experience in Menlo Park.

Mr. Hayes said they were proposing a one-way entrance from Middlefield Road into the parking lot and an exit onto the existing one-way service road with right-turn only onto Woodland Avenue. He said at the request of the neighborhood and through Planning, they had reduced the landscape wall between the Willows Market and their site from six-feet to three-feet high for the last 35 feet as it headed toward the service road to provide more visibility for vehicles coming in and out of the Willow Market as well as for the delivery trucks. He said they were asked to remove the tree they had planned in response to neighbors' concerns over visibility.

Mr. Hayes said this property was highly visible entering into Menlo Park from Palo Alto on Middlefield Road and needed to be a very interesting, high quality building. He said the building would have stone on the frontage along this section of Middlefield Road, which was described by neighbors as noisy and chaotic, and glass and windows on the side facing the creek. He showed images of the proposed building and described it as modern rustic, kind of simple, casual, and understated with lots of natural light, warmth and quality materials, and using metal tracery kind of like the limbs of trees. He said the building would have an entrance on the front and the back of the building to address the street and also the parking lot in the rear. He said the common lobby would be sky-lit. He said to the left of the lobby were the utility rooms, showers, toilet facilities, changing room, as well as a large break area. He said essentially the whole left side of the building was dedicated to the amenities. He said they did not yet have a tenant but expected having about 2,500 square feet of office space. He said the stone would be chiseled limestone and the glass would contrast with dark bronze window frames.

Mr. Hayes said they were requesting a parking reduction as an administrative permit from the six spaces per 1,000 square feet for typical office use to one per 300 square feet or 3.3 spaces per 1,000 square feet. He said that would reduce parking from 22 spaces to 12 spaces and played to a TDM program well as it was shown that reducing parking reduced the need for people to drive. He said they were proposing a robust TDM plan including onsite showers, additional bicycle parking both inside and outside of the building, commuter kiosk, and guaranteed ride home program. He said the TDM program mitigated all 11 peak hour trips, with five in the morning and six in the afternoon. He said other projects in the area that they either worked on or knew about utilizing similar parking ratios included an office building at 250 Middlefield Road with a parking ratio of one per 289 square feet, 100 Middlefield Road on the corner of Middlefield and Willow Roads with a

parking ratio of one per 279 square feet, 70 Willow Road, which was a project his firm did years ago, with a parking ratio of one space per 342 square feet, and 64 Willow Road, a building his firm also did, with one space per 298 square feet. He said their proposal was one space per 299 square feet. He noted the uses in those buildings of private equity firms, venture capital, private family trusts, and foundations were the uses they had limited this project to.

Mr. Hayes said their clients had agreed to the conditions recommended by staff that parking for employees, clients and visitors of the building must be managed onsite with the provided 12 parking spaces and no offsite parking was permitted on adjacent parcels or within residential neighborhoods. He said that would need to go into the lease agreement giving his client some enforcement ability. He said there would be no medical or dental uses, physical therapy, psychiatrists, or other medical use in the building. He said no computer or mobile device companies and no hardware development companies would be allowed on this site. He said permitted uses would be limited to professional services with low customer client volume such as accounting, investment, and private equity firms or family foundations excluding banks and retail type banks and legal offices.

Commissioner Strehl said she appreciated the information on traffic that was sent out to the Commission that day. She said she was not convinced of the truth of those numbers as she lived in the Willows. She said at any time of day at Middlefield Road and Willow Road, or Middlefield Road and Woodland Avenue these intersections were busy. She said a more comprehensive look at traffic would have been helpful. She said the intersection at Middlefield Road and Willow Road was the fourth worst intersection in the City and had a lot of traffic at all times of day and the evening. She asked the length of the lease on the property. Mr. Hayes said 33 years. She asked if the applicants had any dialogue with the City about this property and the possible difficulties for developing it prior to acquiring the property lease.

Greg Eger, Granum Partners, said they had a planning meeting with the City before they bought out an existing lease, and confirmed for Commissioner Strehl that they understood some of the challenges with the site.

Replying to Commissioner Strehl, Senior Planner Smith confirmed that the City did not have any minimum requirements in terms of a lease for development of a property.

Commissioner Riggs said he had done a site layout for Granum Partners in approximately 2015. He asked staff how well TDM programs for smaller projects had worked in the City. Principal Planner Rogers said it was hard to generalize noting some larger companies had good success probably due to greater economies of scale but that was not to negate a smaller tenant accomplishing the same results. He said some advantages of being a smaller scale establishment were for more control and observation of issues.

Commissioner Riggs commented on the peak hour trips for the project with five in the morning and six in the evening noting that the office would close at 6 p.m. He said he expected for 12 employees that at least three-quarters of them would leave around 6:00 p.m., and suggested the trip count for the evening might actually be nine or 10 cars. Senior Planner Smith said the applicant's TDM consultant might answer that more thoroughly but he knew they used the standard Institute of Transportation Engineers' numbers to reach that conclusion.

Mr. Hayes said their understanding of the hours of 8 a.m. to 6 p.m. was that was when the

business was open. He said it did not mean a principal or an executive was not in the building after or before those hours. He said he envisioned owners of the business arriving earlier in the morning and earlier in the afternoon or staying late.

Commissioner Riggs said that enforcement of TDM, traffic counts and parking outside the lot would be required. He asked if the owners knew that they would need to disclose this to prospective tenants. Mr. Hayes said he did not want to speak for the owners but he thought those conditions would need to be in the lease such that business operations including parking would need to be conducted onsite and not offsite.

Commissioner Barnes asked staff about the enforcement mechanism related to condition 5a.i that limited all parking to be onsite whether for employees, clients, or visitors. Senior Planner Smith said they included conditions i. through v. with input from the City Attorney. He said the intent was to look at these comprehensively in terms of the allowed uses as well as the parking and to include that in the deed or lease agreement for the site. He said this was intended as information for whoever occupied that building as they would need to manage those twelve spaces. He said the Commission could weigh in on those conditions or add measures if they wanted but enforcement would mainly happen through complaints from the neighborhood. He said a potential control mechanism was to require the applicant to return to the Planning Commission for a use permit review if there were a number of complaints or concerns made about its use including parking. Replying further to Commissioner Barnes, Senior Planner Smith said use permits had been given and then revisited by the Planning Commission after a certain period of years. He said there could be conditions added at a later date and mechanisms to address parking if that was an issue. He said they thought the additional restrictions on uses would go a long way toward managing parking onsite.

Commissioner Barnes referred to plan sheet A1.2 calling out 2 parking spaces. He said space #2 was for clean air/van pool/EV and space #6 was for EV only. He asked if in the event the tenant did not have any EVs whether that space would be unoccupied., and if that allotment was prescriptive due to the TDM. Senior Planner Smith said he believed those were added as part of the TDM and they would be restricted spaces. He said those may also be related to building code requirements.

Commissioner Barnes asked where a delivery might occur for a tenant in the proposed building. Mr. Hayes said that most likely would need to occur in the driveway and would block circulation to the back part of the parcel.

Commissioner Camille Kennedy said she was requested as a new Planning Commissioner to visit the site and had. She asked if they had considered any other systems such as stackable systems to have more parking or flexibility for deliveries. Mr. Hayes said the site was very constrained with a very small footprint after the land dedication so they had looked at an on-grade parking solution from the beginning. He said they could do a lift system but they were ugly and you would not want them exposed. He said also it took more time to use those systems for parking. He said they really thought limiting the use was the best way to manage the parking with the parking reduction request that the City had allowed on other applications. Commissioner Kennedy asked if they would have one tenant or whether there would be subdividing of space. Mr. Hayes said it was conceived as one tenant.

Commissioner Drew Combs asked about the dialogue and process for neighbor outreach for the project. Mr. Hayes said the outreach began after they realized the sensitivity of the neighborhood to

the project and that was after they had submitted for design review. He said the community sent numerous emails after that submittal. He said they proceeded with the design and scheduled a meeting with the community in February 2018. He said his clients reached out to Willow Market and Applebee Preschool and met with them. He said they then sent out a community-wide mailing announcement for a community meeting. He said that was held in a building on Willow Road and three community members participated.

Chair Goodhue asked about the concept of the dedication and whether that was required whoever the applicant or whatever the proposal. She said lines on the schematic seemed to block off the lane and asked if that was actual or what the City was requiring. Mr. Hayes confirmed Chair Goodhue was referring to the rendering and said those lines were only indicating the right of way. Senior Planner Smith said the use permit request triggered the dedication. He said any project along a plan line that requested a discretionary permit would need to dedicate land.

Commissioner Strehl asked how many employees were anticipated. Mr. Hayes said for venture firms the number of employees could range from three or less people per 1,000 square feet. Commissioner Strehl asked if all the parking spaces were filled by employees where visitors and clients would park. Mr. Hayes said these type of companies typically did not have a lot of customers coming especially if they were a private family foundation or such. He said they would have 12 parking spaces to manage. He said the estimated number of employees did not mean they all would be parking cars noting their TDM plan. Commissioner Strehl said one thing not in the TDM program was whether the tenant would be required to make Caltrain or SamTrans passes available to employees for free. Mr. Hayes said the applicants indicated that was something they would consider and make it an obligation for the tenant. Commissioner Strehl said she had gone to the site and met with neighbors. She said she knew the operator of the Willow Market. She said the property line for this parcel extended into the alley and asked if the alley size would be reduced. Mr. Hayes said it would not. He said they were building to the property line and would not go into the alley. Commissioner Strehl said where their driveway went toward the alley there was a round curve and she was concerned whether or not that curve was wide enough for people to make that turn. She said she also was concerned with people disregarding the one-way alley.

Chair Goodhue opened the public hearing.

Public Comment:

Chair Goodhue said the first speaker, Nick Sharma, had six minutes as Brook Frewing donated her three minutes.

- Nick Sharma, owner of the Willow Market, said he was committed to his business, his customers, and community, and understood the arguments both for and against the development as proposed. He said as a business owner his concern was not whether this was an appropriate proposal but if his business would be inordinately impacted by it. He said the traffic and parking conditions at the short block of Willow Road and Woodland Avenue were very challenging. He said to continue to meet those challenges he needed the following conditions of approval for this project: 1) no electrical power interruption for the Market's three faced refrigeration systems; 2) no service road blockage at any time for the Market's patrons, Applebee Preschool parents, and delivery trucks entering and exiting Willow Market parking lot; 3) installation of a keep clear pavement sign on Middlefield Road

to allow safe entrance across Middlefield for Applebee Preschool, the Willows Market, and the 40 Middlefield Road driveway; and 4) the northwest corner of the 40 Middlefield Road parcel designed so 48-foot delivery trucks were able to make turns in and out of the Market's parking lot to access the service road and delivery dock as had been the practice since 1956.

- Cindy Hamilton, Central Avenue, said she traveled with her two children to and from the Market and Preschool on foot, bike and by car. She said the corner of the project into the service road was currently drawn too sharply to allow for the ingress and egress of Willow Market delivery trucks. She said she would like it redrawn so the curve followed the curve of the very last parking space on the subject parcel to create a curved angle rather than a sharp angle. She said that would allow trucks to make the turn if they need to and then back up and contribute to the safe drop off of children to the Applebee Preschool. She said as drafted it was also dangerous for pedestrians' ingress and egress as it required a sharp turn around that edge that required a vehicle to swing wider. She said when she biked she used the service entrance the wrong way as it was safer than taking her children onto Woodland Avenue and Middlefield Road, and thought other pedestrians and bike riders did the same. She said the project owner was asking for parking concessions and reciprocal concessions from them were appropriate to allow for the free flow of traffic as it had existed in this area for some time as it was only really impacting nonessential design elements. She said if the parking was curved on the project's currently sharp edge and the small green space removed that would provide parking for deliveries to the project site that would not block its entrance. She said she wanted to see concessions made that maintained the safety of this corridor.
- Loretta Lum said she and her husband owned the 60 Middlefield Road property where the Willow Market was located. She said Nick Sharma operated the store and had been their tenant since 2006. She said he had done a marvelous job operating a successful business that was an essential community amenity for the Willows, the Linfield Oaks neighborhood and beyond. She said as property owners they were supportive of the applicant's right to develop their land but their concern was the applicant's request to go beyond the rules. She said the request for a parking variance was not fully justified and its approval would have unintended consequences that would affect the entire neighborhood. She said on page 3 there was one crucial factor of the parking reduction request that was absent, and that was the proximity to residential neighborhoods, which had not been adequately addressed. She said to approve this project she felt the Commission needed to address the full extent of impacts this project would have on surrounding residents. She said in its current form the parking reduction request was deficient and not worthy of the Commission's vote to approve. She said she respectfully requested that the Commission request the applicant to modify the project to meet the required parking for this property in this congested location.

Chair Goodhue said the next speaker Heather Goudey had time donated to her by Joanie Giraudo and Betsy Campbell Barth.

- Heather Goudey said she was a Clover Lane resident and was also speaking for two to other Clover Lane neighbors, Betsy Barth and Joanie Giraudo. She said her property's back gate opened to the service road and into the Market parking lot. She said she had been excited to hear that a project had been proposed for this vacant parcel but that dissipated when she saw the initial proposal and the considerable parking reduction request. She said

since her email to the Commission earlier this year she had spent time reading the detailed staff report and her position was unchanged. She said the project would not only change the character of the quiet residential neighborhood but materially impact the Willows Market and the Applebee Preschool's ability to conduct business. She said three of her neighbors had not received the communication about the community outreach meeting. She said that this project was immediately adjacent to a quiet residential neighborhood with no shared parking arrangements, no available on street parking, and the surrounding land use was currently over parked. She said this meant any overflow parking would be pushed into the residential neighborhood. She said the applicant had stated the building would be for a professional office and understood the City had additional requirements regarding use. She said they were reasonable but did not account for growth or high capacity use that might happen over the 33 years left on the lease and that was unenforceable. She said the applicant stated that odd site geometry drove down the parking efficiency. She said that did not justify the right to develop a project without the capacity for needed parking on the site placing the burden for additional parking onto the residential neighbors. She said the applicant stated that the number of employees and customers were difficult to estimate and the intent was business with low parking demand. She said the intent was unenforceable and the needs and businesses might change over 33 years. She said the applicant stated the TDM measures met the mitigation for the 11 peak hour trips proposed. She said she did not think high end clients were likely to use those alternative transit options and were unenforceable. She said the hours of operation were 8 a.m. to 6 p.m., which was reasonable but unenforceable. She said regarding the driveway entrance from Middlefield Road that this would create another third left turn in a short distance. She showed some photographs of traffic at the area from that morning. She said regarding service road usability that today when Middlefield Road northbound traffic was backed up and blocking the entrance to Willow Market lot, cars often turned left on Woodland Avenue and the wrong way onto the service road to access the Market parking lot. She said angling the parking spaces to the left with access from the service road would change the conditions at the corner. She said the one-way service road was the sole exit point for residents at 111 Clover Lane. She said regarding the barrier wall that this was a precarious corner given the speed that cars take the corner as well as the truck sizes that needed accommodation. She requested that the Commission in its consideration of the use permit and parking reduction request preserve the residential character of this quiet family neighborhood and the usability of the service road between 90 Middlefield Road and Woodland Avenue. She asked that the eventually approved project plan would not exacerbate the existing traffic problems and would have inadequate onsite parking.

- Stephanie Woodworth said she agreed with previous speakers. She said she lived at 111 Clover Lane and was at the end of the service road right by 90 Middlefield Road. She said her garage and residential parking was only accessible through the service road. She said the idea of the service road being a right turn only onto Woodland Avenue was not the current configuration and should not be as it would not work for anyone in the Willows. She said the staff report made some conclusions that the parking reduction request was consistent with the guidelines. She said in thinking about the primary use of the building it seemed an aspiration and the intent for it to be a venture firm or family foundation. She asked if that use was enforceable and what would happen if that turned out not to be the use. She said she was right behind the Willow Market and 90 Middlefield Road and she had experienced people parking in front of her garage. She said regarding the proposed lease condition that visitors and employees are managed on the 12 spaces provided and no

parking be allowed on adjacent parcels or in residential neighborhoods that the landlord would not be incentivized to enforce this contractual condition against its own tenant, which meant the residents would need to enforce that lease condition. She said she was also concerned about the existing use of the alley and traffic but those concerns had been well covered by other speakers.

- Joe Zott, 111 Baywood Avenue, said his property abutted the proposed development, and he was concerned about the parking. He said he rented a similar amount of office space with a similar amount of parking for his company of 14 employees, and that he rode his bike and two others carpooled, but his parking was maxed out. He said luckily they were in a development where there were other tenants so they could sometimes park in other places. He said his company employees and visitors sometimes parked on residential streets. He said for the proposed project that 12 spaces would work on a good day but not on every day. He said his landlord occasionally complained to him about his firm's employees parking where they should not but they were a good tenant so the landlord did not push the matter. He said to move forward with this project would have consequences such as residential parking demand and additional traffic congestion.
- Lauri Hart, 111 Baywood Avenue, said they were pleased something would be done with the vacant dirt lot. She said their home's parking spaces were right along the service road and when the Market got busy and people needed spaces they parked and sometimes double parked into their parking area. She said if 40 Middlefield Road had empty parking spaces that people using the Market would use them. She said the way the building was configured there were probably five spaces on the service road where people were currently illegally parking on a regular basis that would be eliminated. She said that was five Market customers that would be pushed into the neighborhood to park or who would not stop at the Market as it was too crowded. She said there were three spaces on Middlefield Road that were striped and people parked in front of the existing driveway for 40 Middlefield Road. She said those spaces would go away with this project and parking would be pushed into the neighborhood or they would park illegally elsewhere in an area that already had significant parking problems.
- Christine Doniger, 118 Pope Street, said she had gone to the Willow Market for many years and she agreed with the problem with the service road and the delivery trucks. She said her issue was parking but wondered why the City needed another office building as the office building next to the Willow Market and the Sunset space had no tenants. She said if this project was approved she would like to see solar panels or some other mitigation for the environmental impacts.
- Jennifer Michil, Willow Road, said she was a property manager on Sand Hill Road. She said she was familiar with the project's architectural firm and many venture capitalists in the area. She said for the record she was pro-growth and development. She said she had issues with the proposed plan and thought that additional surveys and information were needed before the proposal could be brought forward for action. She said she was concerned about the loading dock for the Willow Market that was an existing use for that building. She said she did not think the applicant had taken into consideration the impact of their plan's configuration on the operations of the Willow Market. She said she had questions about the trash enclosure and access. She said she liked angled parking.

- Amar Murygan, 130 Baywood Avenue, said he was supportive of the property being developed and it looked like it would be a beautiful building. He said the request for parking reduction should be looked at more closely. He said while the applicant would like this building to be used by low-impact tenants he asked the Commission to objectively consider whether or not a venture capitalist firm or investment banking firm would be low impact tenants. He said such firms' board meetings tended to involve tens if not dozens of people. He said he thought the TDM needed to be looked at with some skepticism, and asked the Commission to consider how many venture capitalist executives would take a bus to work. He said if the project moved forward he asked that the Commission have the developer and City address the intersection of Middlefield Road and Woodland Avenue to have a crosswalk there as that would greatly add to the safety of that intersection.

Chair Goodhue said the last speaker was Andrew Young with three minutes donated by Emily Young.

- Andrew Young said he represented his family at 503 Concord Drive and his father at 226 McKendry Drive. He said the Planning Commission should deny the parking reduction request because managing all parking onsite could not be enforced. He said the basis for the Commission's decision was the policy of administrative review of parking reduction requests that included eight factors. He said regarding the first factor that the applicant intended the use for private equity banking or private family office and that it was hard to estimate how many people would work there that his estimate was they could have 10 to 25 employees, and the use could easily reach 20 to 30 occupants at a time. He said staff was recommending that no offsite parking be permitted within adjacent parcels or the residential neighborhood at any time. He asked how that would be enforced, who would bear the penalties, and if there was a penalties schedule. He said he thought the TDM plan and parking management was flawed as no formal assessment was made of this project and only estimates were used. He said that the traffic in this area could not be estimated as Middlefield Road was an artery for commute traffic. He said he thought the TDM plan was flawed as it only estimated surrounding traffic, it proposed a number of ineffective parking reductions, there was no shared parking arrangements, no availability of on street parking and the surrounding use was a residential neighborhood that would suffer parking overflow from this development.
- Woodson Martin said the City had an urgent horrible traffic situation at this intersection and were now planning a large construction project there. He said he thought it was crazy to grant any exceptions to the rules to accelerate any project at this intersection while the City was in the midst of an emergency that it needed to focus on solving first.

Chair Goodhue closed the public hearing.

Commission Comment: Commissioner Barnes thanked the community members for taking the time to attend the meeting and share their views. He said in full disclosure that he lived fairly close to this parcel and visited Willow Market about 10 times each week. He said some of his neighbors' children attend Applebee Preschool. He said he was looking at the project objectively as to its applicability within the context of the parking reduction request. He said the Commission was looking at architectural control and the use permit which had a request pursuant to section 16.72.011 for parking reduction policy. He said the building was good looking and the applicant and lessee had gone to efforts to create a building that fit contextually with the site. He said this

parcel was in C-4 and in that zoning district there did not seem a great deal of precedence for this type of parking reduction request. He said in looking at other parcels zoned C-4, it was clear to him there were some unique characteristics of this parcel. He said the other C-4 parcels abutted Willow Road with easy access and egress from those sites. He said for this site the service road was behind the property and it was contiguous with the intersection at Woodland Avenue and the challenges of Woodland Avenue as it continued into Middlefield Road meeting Willow Road. He said he did not see a salient reason for this site to have reduced parking. He said the staff report said that the parking requirement for the C-4 was six spaces per 1,000 square feet and if granted a reduction project would be parked at 3.3 spaces per thousand, which was less than the 3.8 spaces per thousand under the Specific Plan whose properties also had access to public parking lots. He said the loss of the service road was very problematic as bicyclists tended to use it going the wrong way to get to the corner of Middlefield and Willow Roads. He said without that a circular vehicular pattern was created that made the entire corner even more dangerous, which was problematic for the community. He said there was incongruence with the parking ratio being requested and the impact to the community. He said without enforcement mechanisms for some of the conditions they were externalizing the monitoring of the activity on this site to the neighboring community whether for parking, use of the tenancy, or any future bad behavior on the site. He said he found granting parking reduction to place that onus on a community a difficult and extraordinary request.

Commissioner Strehl said she appreciated Commissioner Barnes' comments and found the arguments pretty compelling as well as the comments from the public. She said in the project area there were two existing businesses with a high volume of traffic. She said she was happy with the traffic for the Willow Market as it meant it was a very successful business not just for the Willows but for the City. She said she was concerned about the Applebee Preschool as its only access was from the service road for which the Lums had granted the opportunity for parents to park to drop off and pick up their children there. She said anything that would impede those businesses was very problematic. She said she liked the architecture of the proposed building but she had a hard time supporting any reduction in parking given the potential impacts to the neighborhood, the residents as well as Willow Market. She said the comments of the last speaker resonated with her about how the construction impacts could possibly be mitigated that would occur within the community and its interference with already serious traffic issues on Middlefield Road. She said until the traffic mess was fixed there it was hard to justify moving the project forward.

Commissioner Riggs acknowledged the public comments and presentation from Mr. Hayes, who had presented a very nice building. He said the question was how they could enable this applicant to build what for Menlo Park was a quite modest building on the leased property without undue impacts to the neighbors including neighbor businesses. He said there were specific issues they could address. He said it appeared that 48-foot delivery trucks for the Market had used part of this property for years. He said he would like to hear whether two neighbors could accommodate the cab of the truck being at the back end of the driveway for 40 Middlefield Road. He said he hoped the tree on the service road was rethought after they took care of some of the larger issues. He said he agreed that TDM efforts for this project were hard to envision. He it seemed highly likely that the tenant for this project would occasionally have a meaningful meeting and there might be 10 additional vehicles, which would probably be parked on Baywood. He said he was not sure there was a bicycle issue with the service road as this project would build a sidewalk all around the perimeter and bicyclists could use the sidewalk to get to Willow Market. He said that a keep clear zone on northbound Middlefield Road at the Willow Market driveway should be established with an extra 10-foot width to serve this building as well. He said enforcement was needed and would urge

the City to assign a traffic officer at the location to ticket illegal turns. He said although this looked like a really good project, it was difficult to make the finding for reduced parking. He suggested that some additional parking be attempted on the lot to gain approval from the Commission. He said it would also help if there was some accommodation with the Willow Market for the truck access.

Commissioner Combs said at times there were food trucks in front of Willow Market and a large barbecue pit. He asked staff if that was permitted or fell under the normal use of that property. Senior Planner Smith said those type of activities should be regulated by a use permit and there was not a use permit for those activities. He said the City had not received any complaints of issues so it had not required that. Commissioner Combs said they had gotten a lot of information about traffic and congestion in this area and they were possibly burdening this property owner with those issues when some of those might result from activities currently not permitted. He said one of the most honest questions asked during the public comments was whether Menlo Park really needed another office. He said the answer might be no but that was not the Commission's purview. He said this use fit within what the zoning allowed. He said the concern was the parking and whether the reduced parking request was something so outside of the norm the Commission should not approve the use permit. He said it seemed the potential impact of this project was significantly less than what it had been when a gas station had been located there with associated traffic and vehicles entering and exiting. He said by default they were suggesting constraining any real usage of the property. He said he did not see how they could get additional parking unless they raised the building and the question was whether that expense was worth it for the size building proposed on property leased for 30 years.

Chair Goodhue made note of the thoughtful comments from the public and interested parties for the project. She said she also lived in the Willows and traveled this corner multiple times per day. She pointed out that one of the renderings showed a car going the wrong way down the service road. She said the site was challenging and she did not know what the best use of it was. She said the proposed building was very nice and would make a good entrance to the Willows. She said like Commissioner Combs she wondered about the outreach. She said there were too many unresolved issues with the neighboring properties and parking concerns that she could not vote to approve the project as currently proposed.

Commissioner Strehl noted the suggestion for angled parking along the service road, which was not taken up by the project proponents. She said she thought angled parking spaces would discourage vehicles from coming in the wrong way on the service road to go into the parking lot from Woodland Avenue. She said other suggestions not meeting concession included not having such a sharp angle on the wall at the end of the project property line and the access road. She said in some ways it was unfair to both the applicant and people in the surrounding area that a study session was not held on this project.

Commissioner Riggs moved to continue the project with the direction that parking be increased or some arrangement for parking be made with a hypothetical nearby property or through staggered employee schedules. He said secondly for the project to allow some accommodation or compromise for delivery trucks for the Market and if not 48-foot trucks at least something between a bobcat and a long haul truck. He said separately the Commission might discuss urging the City to provide a crosswalk, a keep clear sign and enforcement. He said it was clear the Market brought traffic and parking that affected the neighborhood.

Commissioner Strehl said the motion seemed to work on the parking and with the Market. She said they also needed to try to address some of the concerns of the residents such as the angled parking that was suggested to discourage cars from driving in the wrong way on the service road. Commissioner Riggs said he was supportive of changes to the project that would address concerns and for the applicants to hold project meetings with the residents. He said that with angled parking both a parking space would be lost as well as 18-inches potentially off the side of the building. He said people running late would turn illegally onto the service road to grab a parking space, and the best solution was enforcement.

Mr. Hayes said it would be helpful if the Commission defined what was meant by more parking. He said if it had to be six spaces per 1,000 square feet that the project would not work. He asked if it would make more sense to do something along the lines of the Specific Plan at 3.8 spaces per 1,000 square feet.

Commissioner Riggs said he absolutely felt there should be some compromise about the parking and six per 1,000 square feet was unnecessary for a nonmedical office building especially with the additional restrictions the City Attorney had suggested.

Commissioner Strehl said when the project returned to the Planning Commission that a letter from the County of San Mateo should be included stating the property was cleared of any hazardous materials related to the use of the site as a gas station previously. She said that this project would not have as much traffic as a gas station, but the gas station had not been there for a long time and traffic conditions now were not what they had had then.

Commissioner Riggs said that he believed the building permit was subject to testing of soils during excavation.

Commissioner Barnes asked if the applicant had a preference for an up and down vote or a continuance of the project. Mr. Hayes said they would like to continue the project and try to meet the requirements as best they could.

Commissioner Barnes asked if Commissioner Riggs envisioned a full re-submittal or modifications as needed. Commissioner Riggs said that he did not know if that could be predicted. He referred to the bottom left wing of the building to the right of the driveway noting with its removal the applicant could accomplish three or four parking spaces, and that would put them beyond 3.8 parking spaces per 1,000 square feet, but would bump the project into a two-story building requiring re-submittal. He said they might be able to get two more parking spaces without redesigning the building. He said also they might arrive at an alternative solution that would not constitute building additional parking physically.

Commissioner Barnes said he was supportive of the applicant doing something with this property, but would need considerable convincing that the project could have anything less than the regulated parking ration of six spaces per 1,000 square feet. He said he was open to a continuance but not necessarily supportive of a project with a reduced parking ratio.

Commissioner Combs said he could support a continuance. He said his concern was how many parking spaces they would want added. He said he did not think more parking would solve all the issues neighbors were raising.

Requested by the Chair, Commissioner Riggs said his motion was a continuance to address parking with direction for a parking ratio within the range of three to six spaces per 1,000 square feet and for the applicant to be persuasive regarding the ratio brought forward. He said additional direction to the applicant was to address the corner of the site in some way to see if a compromise was available for delivery trucks for the Market.

Commissioner Strehl seconded the motion commenting that a number of items were addressed by the public, and a number of those could be dealt with through the motion made. She said there were other issues and suggested the applicant work with the Applebee Preschool and Willows Market to make sure those businesses will continue to succeed. She said she did not want to restrict the re-submittal to just parking and the right angle.

ACTION: Motion and second (Riggs/Strehl) to continue the item with the following direction, passes 6-0 with Commissioner Onken recused.

- Increase the amount of proposed parking on the site to a ratio greater than 3.33 spaces per 1,000 square feet of gross floor area (GFA) and less than 6 spaces per 1,000 square feet of GFA
- Address potential barriers at the northwest corner of the site that may impede deliveries to the Willows Market loading dock, including the location of the proposed site wall, landscaping, curbs, and other potential impediments to truck deliveries

Chair Goodhue noted at around 9:36 p.m. that the Planning Commission would return to Item F3: Use Permit Revision/City of Menlo Park/333 Burgess Drive.

- F3. Use Permit Revision/City of Menlo Park/333 Burgess Drive:
Request for a use permit revision to use and store hazardous materials on site for use with an emergency well previously permitted at the City's Corporation Yard. The materials will either be stored within an existing building or within a separate storage tank on site and will be used to help ensure safe drinking water during an emergency. The subject site is located in the P-F (Public Facilities) zoning district. ([Staff Report #18-048-PC](#))

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

Applicant Presentation: Azalea Mitch, City Engineer, said a well was drilled last year as part of the City's Emergency Water Planning project. She said Phase 2 of the project involved a pump and generator. The disinfectant system for this required bleach and ammonia, small quantities of which needed to be stored onsite, and the request to revise the use permit was to allow this.

Chair Goodhue confirmed with staff that other hazardous materials were stored at the City's corporation yard.

Chair Goodhue opened the public hearing and closed it as there were no speakers.

Commission Comment: Commissioner Barnes moved to approve the project as recommended in the staff report. Commissioner Onken seconded the motion.

ACTION: Motion and second (Barnes/Onken) to approve the item as recommended in the staff report: passes 7-0.

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following **standard** conditions:
 - a. Development of the project shall be substantially in conformance with the plans consisting of nine plan sheets, project description letter, and hazardous materials information form prepared by the City of Menlo Park, dated received April 6, 2018, and approved by the Planning Commission on May 7, 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 applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. If there is an increase in the quantity of hazardous materials on the project site, a change in the location of the storage of the hazardous materials, or the use of additional hazardous materials after this use permit is granted, the applicant shall apply for a revision to the use permit.
 - d. If there is an increase in the quantity of hazardous materials on the project site, a change in the location of the storage of the hazardous materials, or the use of additional hazardous materials after this use permit is granted, the applicant shall apply for a revision to the use permit.
 - e. Any citation or notification of violation by the Menlo Park Fire Protection District, San Mateo County Environmental Health Department, West Bay Sanitary District, Menlo Park Building Division or other agency having responsibility to assure public health and safety for the use of hazardous materials will be grounds for considering revocation of the use permit.
 - f. If the entity discontinues operations at the premises, the use permit for hazardous materials shall expire unless a new entity submits a new hazardous materials information form and chemical inventory to the Planning Division for review by the applicable agencies to determine whether the new hazardous materials information form and chemical inventory are in substantial compliance with the use permit.

F5, F6 & F7 will be reviewed as one item, with a single staff report (Staff report was amended May 10, 2018)

- F5. Architectural Control and Use Permit/500 SC Partners LLC/506-540 Santa Cruz Avenue: Request for architectural control to demolish existing buildings and construct a new mixed-use development consisting of a café on the first floor, office space on the second and third floors, and three residential units on the fourth floor in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The project also includes a use permit to allow outdoor seating associated with the proposed café. As part of the proposed project, two heritage trees are proposed for removal. The proposal is coordinated with the 1125 Merrill Street and 556 Santa Cruz Avenue proposals, and includes linked elements, such as access. ([Staff Report #18-050-PC](#))
- F6. Architectural Control/556 SC Partners LLC/556-558 Santa Cruz Avenue: Request for architectural control to demolish the existing building and construct a new mixed-use development consisting of retail space on the first floor, office space on the second floor, and four residential units on the third floor in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The proposal is coordinated with the 1125 Merrill Street and 506 Santa Cruz Avenue proposals, and includes linked elements, such as access. ([Staff Report #18-050-PC](#))
- F7. Architectural Control/Chasen Rapp/1125 Merrill Street: Request for architectural control to demolish the existing building and construct a new mixed-use development consisting of office space on the first and second floors, two residential units on the third and fourth floors in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. As part of the proposed project, two heritage trees are proposed for removal. The proposal is coordinated with the 506 and 556 Santa Cruz Avenue proposals, and includes linked elements, such as access. ([Staff Report #18-050-PC](#))

Staff Comment: Senior Planner Corinna Sandmeier said a recommended condition of approval was added 6.p due to a miscommunication between staff and the applicant. She said the condition required the parking layout for 506 Santa Cruz Avenue to be revised to a previous proposal that provided 63 parking spaces, which was the layout described in the staff report. She said the added condition also gave the applicant the option of providing additional information for staff review showing that the 57 parking spaces shown in the latest plan sets were sufficient. She said copies of six additional emails of support for the project received after publication of the staff report had been provided to the Commission.

Questions of Staff: Commissioner Barnes asked about the structure of the Below Market Rate Housing (BMR) provided with the project. Senior Planner Sandmeier said the applicant was proposing to provide two offsite BMR units at 1162 El Camino Real, which the applicant had indicated he owned and proposed to develop in the near future as residential. She said the BMR agreement was structured to provide alternative plans should the 1162 El Camino Real residential development not occur or if the two units could not be provided there. She said the proposal was providing two BMR units rather than the one BMR required for the project mainly to make up for the delay in providing a unit, but which would provide the City with an additional BMR unit. Replying further to a question from Commissioner Barnes, Senior Planner Sandmeier said the applicant was basically allowed two years for the 1162 El Camino Real proposal to be approved, and if that did not occur then the applicant would pay an in-lieu BMR fee equal to the cost of providing two BMR units. She said a third option was the provision of one BMR unit at the project site.

Commissioner Riggs confirmed with staff that the BMR requirement was tied to the properties at 506 to 540 and 556 to 558 Santa Cruz Avenue and 1125 Merrill Street.

Commissioner Combs asked if there was precedence for a residential project to provide BMR units offsite to a future different residential project development. Principal Planner Rogers said he believed this was the first project with a residential component making that offer and which could conceivably include the BMR unit on the project site. He said there were projects wherein developers partnered with another project to provide the residential units and that included some Facebook projects and the Stanford Annexation project.

Commissioner Strehl said she believed this offer of two BMR units was a response to the Planning Commission from the study session as it wanted a unit onsite versus payment of an in-lieu fee as previously proposed by the applicant. She said they were now offering two BMR units offsite.

Applicant Presentation: Chase Rapp said he and his partner Brady Fuerst were the developers of the three projects and had brought updated plans reflecting the changes made after the study session with the Planning Commission on February 5, 2018.

Ken Hayes, Hayes Group Architects, said he was presenting on behalf of his client, Prince Street Partners, and introduced Gary Laymon with Guzzardo Partnership, landscape architects. He said through the study session on February 5, 2018, they had general support for a shared site concept for all three projects and for a shared parking relationship among the three sites. He said they also had support for 556 Santa Cruz Avenue, the small building proposed next to the existing McDonalds. He said they had general support for 506 Santa Cruz Avenue, the corner building, for the first two floors and how the arcade was being handled with materials but the Commission asked for further study on the handling of the third floor through materials and articulation. He said the Commission requested further study on the major modulation, the main entrance, and how it related vertically to the building. He said for the building at 1125 Merrill Street, around the corner, the Commission asked for more studies regarding the scale and massing of it. He said an overall Commission comment was the expressed desire for more housing.

Mr. Hayes provided a visual overview of the surrounding location for the three sites. He said there were four existing driveway curb cuts for the overall plan, 10 street parking spaces, and a rather weak mixture of street trees and trees on the sites. He said about \$2.5 million would be spent on street improvements including sidewalk, curb, gutter and utility relocations to accomplish 15-foot wide sidewalks. He said new street trees included London plane or sycamore trees along Merrill Street and black oaks would continue as a consistent rhythm of trees along Santa Cruz Avenue.

Mr. Hayes provided a visual site plan of the 506 and 556 Santa Cruz Avenue sites. He highlighted the pattern of colonnade with numerous entry points at the building modulations and display windows between all the openings that he said would create a lively sidewalk along the two street frontages. He noted a small open space area on Merrill Street for outside dining directly across from the train station where there was also a building entrance. He said by the parking entrance was a roofed outdoor space also related to a building entrance. He said the main driveway coming off Santa Cruz Avenue went under the building at 506 Santa Cruz Avenue where a driver could take a ramp to two parking levels below grade or enter on grade parking for 556 Santa Cruz Avenue. He said access for 1125 Merrill Street would be at grade to on grade parking there. He said trash and recycling was a combined facility for 506 and 556 Santa Cruz Avenue and was located next to the same for the 1125 Merrill Street site. He said they were proposing a two-story space for a café inside 1125 Merrill Street that would serve as an accent piece to the structure. He said at the back of 556 Santa Cruz Avenue a landscape buffer with California laurel trees would

also serve as a storm water treatment area. He said they worked with the residents directly across from side of the building to create this landscape buffer. He said there was bike parking on the street and under the building. He said staff had requested more bike parking and they have added that on the sidewalk. He said for 556 Santa Cruz Avenue they increased the housing by 33% from three units to four units with two two-bedroom units and two one-bedroom units. He said for the fourth floor of 506 Santa Cruz Avenue they had three residential units with two one-bedroom and one two-bedroom with outdoor terraces.

Mr. Hayes provided visual side by side elevations showing what they showed the Commission previously for 506 Santa Cruz Avenue. He said they kept the ground floor levels defined by the stone arcade, retail windows, and building entrances but strengthened it on the corner using that vocabulary on the section just to the right of the main building module. He said on the left hand side of the entrance above the driveway they previously had louvers, which were now replaced with windows. He said in the center at the major building modulation at the entrance they took two levels of office space and integrated those with a solar shading device in metal matching all the window frames, unifying those two floors. He said the fourth floor was pushed back 10 feet and had a reverse shed roof to provide a contrasting roof form to accent that building modulation. He said they removed the stone at the third floor and replaced with a lighter looking cement plaster and removed columns on the same floor to lighten its appearance architecturally. He said they now had a more expansive window line at the third floor that was protected by solar shades above it. He said on the other corner on Merrill Street they tried to deemphasize the stair and transition more toward the building at 1125 Merrill Street. He said they pushed the fourth floor back there and created an opportunity for a living wall.

Jess Field, Field Architects, introduced his father Stan Field, and provided a visual location overview for 1125 Merrill Street. He said they eliminated two curb cuts and placed the office use on the ground floor establishing the pedestrian avenue linkage between Santa Cruz Avenue and Oak Grove Avenue. He said as mentioned by Mr. Hayes that all of the trash and recycling would be picked up from the alleyway access easement. He noted the lobby entrance on the first floor to the residential units and office. He said the parking was located behind there with access through the lobby and short term bike parking was located adjacent to the outdoor café seating space. He said long-term bike parking was located inside the building. He said the second story would house a single-occupant business. He said terraces had been reduced on the north and south side of that floor. He said the elevator would stop at the third floor instead of at the fourth floor, which greatly reduced the massing along the smaller two-story building at 1145 Merrill Street. He said they created an elevator lobby with a unit facing north and one facing south, each of which had living space on the third floor and two bedroom apartments on the fourth floor with terraces north and south but smaller than in their previous proposal. He noted the green screen the length of the property line shared with 1145 Merrill Street, which the neighbors and landscape architect had discussed at length in a working session. He said one of the primary things from the study session led to the use of wood to accentuate the residential use and create a much more direct correlation to the horizontal wood siding of 1145 Merrill Street and the train station. He said another primary thing was the reduced floor and building height in response to concerns about the “looming” feeling of the previous proposal. He said the building mass was stepped back on the 1145 Merrill Street side. He provided visual perspectives of all elevations of the proposed building.

Chair Goodhue opened the public hearing.

Public Comment:

- Fran Dehn, Chamber of Commerce, said that the project would not remove street parking and vehicles would no longer have to back out of 1125 Merrill Street to near misses on a daily basis. She said the project was solid and part of the effort to rejuvenate the downtown. She said the study session although not required as the original project met the requirements of the Specific Plan was important as it gave the team a time to present and to go public with the project design for comment. She said the proposed design was handsome and repurposed the parcels with a creative response to the El Camino Real/Downtown Specific Plan goals and Planning Commission comments. She said on behalf of the Chamber the request was to approve and move the project forward.

Chair Goodhue closed the public hearing.

Commission Comment: Commissioner Kennedy said she did a site visit with the applicants. She said the project welded together three unique properties into a great urban design, which was appropriate for both Santa Cruz Avenue and Merrill Street. She said the parking was the type of innovation and expense relative to the size of the project that the City would request.

Commissioner Barnes said he thought the applicants had done a fabulous job starting with the materials at the Santa Cruz Avenue site to the modulations and treatments. He said the Merrill Street building was really transformed and worked. He said he appreciated the addition of the housing unit. He said he supported the project.

Commissioner Onken said he echoed comments made by fellow Commissioners. He said the building closest to McDonalds was a successful design and an extra residential unit was welcome, balancing out the proposed scale for the site. He said the central building on the corner was literally text book for what the Specific Plan asked and well executed. He said 1125 Merrill Street was now a simpler and more elegant building. He said he would leave open to the applicant the choice of wood species. He said the building faced northeast so western red cedar would weather a little more slowly than if facing south, but eventually all wood after 10 years would be a silvery gray. He moved to approve to make the findings of the staff report including the BMR agreement and architectural control as recommended in the staff report.

Commissioner Strehl said she liked the project before and liked this project better. She seconded the motion and said the project would be a great addition to the downtown.

Commissioner Riggs said he was particularly impressed with Field Architects' response as it worked on several aesthetic levels. He said the residential units looked attractive. He said he definitely appreciated the improvements on the Santa Cruz Avenue buildings. He said on sheet A232 an area on the north side of the elevation was keyed as zinc panels but he thought that was probably painted stucco or such up against 506 Santa Cruz Avenue building. He said on the landscape plans only half of the tree species were within the matrix but presumably labeled correctly on L1.0. He said currently there was diagonal parking on Santa Cruz Avenue, which he tended to use when he has lunch nearby. He said those four parking spaces were reduced to two spaces, and asked if that was staff's guidance. Mr. Hayes said the angle for that parking became an issue when the sidewalk needed to be increased to 15-feet in width, which pushed all that parking into the driveway. He said they looked for ways to preserve the 10 spaces. He said they could relocate some spaces where a curb cut was eliminated. He said there were fewer spaces on

the Santa Cruz Avenue frontage but in total there were still 10 on street parking spaces.

ACTION: Motion and second (Onken/Strehl) to approve the three items with the following modification; passes 7-0.

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 J).
 - b. Relevant mitigation measures have been incorporated into the project through the Mitigation Monitoring and Reporting Program (Attachment K), which is approved as part of this finding.
 - c. Upon completion of project improvements, the Specific Plan Maximum Allowable Development will be adjusted by 1 residential unit and 12,597 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 Worksheets (Attachments F and G).
3. 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.
4. Approve the Below Market Rate Housing Agreement (Attachment I) in accordance with the City's Below Market Rate Housing Program, subject to final review and approval by the City Attorney.

5. 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 Hayes Group Architects, consisting of 100 plan sheets, dated received May 7, 2018 and plans prepared by Field Architecture, consisting of 56 plan sheets, dated received May 7, 2018 approved by the Planning Commission on May 14, 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, subject to review and approval of the Engineering Division. The Stormwater Control Plan shall include a written report identifying 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. 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), subject to review and approval of the Engineering Division. BMP plan sheets are available electronically for inserting into Project plans.
 - f. Covenants, Conditions & Restrictions (CC&Rs) will be required for the development as a whole (three properties), addressing overlapping topics such as shared parking and access, stormwater treatment areas, and storm drains. CC&R's need to be submitted, reviewed by Planning, Public Works, and the City Attorney prior to building permit issuance. Easements, deed restrictions, or other alternate mechanisms may be used for these requirements, as specified by the City Attorney. The CC&R shall be recorded prior to final inspection.
 - g. 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.
 - h. 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. The plan shall include construction phasing and anticipated method of traffic handling for each phase.

- i. 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 inspection.
- j. 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.
- k. 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.
- l. 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. All public improvements shall be designed and constructed to the satisfaction of the Engineering Division. The City will evaluate the condition of asphalt paving on Merrill Avenue and Santa Cruz Avenue, following construction and prior to final occupancy of buildings. If necessary, the City will require a grind and overlay of damaged pavement along the project frontage. All existing striping, markings, and legends shall be replaced in kind, or as approved by the City and Caltrans.
- m. 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.
- n. 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.

- o. 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

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.

- p. Prior to building permit issuance, Applicant shall submit plans to remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for the review and approval of the Engineering Division.
- q. Prior to building permit issuance, Applicant shall submit plans for: 1) construction safety fences around the periphery of the construction area, 2) dust control, 3) air pollution control, 4) erosion and sedimentation control, 5) tree protection fencing, and 6) construction vehicle parking. The plans shall be subject to review and approval by the Building, Engineering, and Planning Divisions. The fences and erosion and sedimentation control measures shall be installed according to the approved plan prior to commencing construction.
- r. 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.
- s. 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.

- t. Prior to building permit issuance, applicant shall submit plans for street light design per City standards, at locations approved by the City, subject to review and approval of the Transportation and Engineering Divisions. One new street light will be required. All street lights along the project frontages shall be painted Mesa Brown and upgraded with LED fixtures compliant with PG&E standards.
- u. Simultaneous with the submittal of a complete building permit application, submit a consent letter from SFPUC acknowledging the projects proximity to SFPUC water line and conditions/restrictions on construction activities and lateral crossing, subject to review and approval of the Engineering Division.
- v. 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.
- w. 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 Henry Ardan, dated February 17, 2018, and the letter prepared by Urban Tree Management Inc., dated April 18, 2018.
- x. 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 and shall be connected to the on-site water system.
- y. Prior to building permit issuance, the applicant shall pay all Public Works fees. Refer to City of Menlo Park Master Fee Schedule.
- z. 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.
- aa. 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.
- bb. 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.
- cc. 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).

- dd. 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, subject to review and approval of the Engineering Division. 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.
- ee. Prior to final occupancy, the Applicant shall complete, notarize, and submit a Tie-Back Agreement with the City obligating future owners to remove tie-backs or repair damages to the public right-of-way and bear all associated costs. This Agreement shall be subject to Engineering Division and City Attorney review and approval and must be recorded with the County of San Mateo.
- ff. 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.
- gg. Prior to building permit issuance, all public right-of-way improvements, including frontage improvements, and the dedication of private easements, shall be completed to the satisfaction of the Engineering Division and recorded with the County of San Mateo prior to building permit final inspection.
- hh. 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.
- ii. Simultaneous with the submittal of a complete building permit application, the Applicant shall provide documentation indicating the amount of irrigated landscaping, subject to review and approval of the Engineering Division. The project is subject to the City' Water Efficient Landscaping Ordinance (Municipal Code Chapter 12.44). Submittal of a detailed landscape plan is required concurrently with the submittal of a complete building permit application. The landscaping shall be installed prior to final building inspection.
- jj. Prior to final inspection, the Applicant shall submit a landscape audit report to the Public Works Department.
- kk. All Agreements shall run with the land and shall be recorded with the San Mateo County Recorder's Office prior to final inspection, subject to review and approval of the Engineering Division.

6. 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 K). 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. 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.
 - f. 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.
 - g. 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 \$25,691.68 (\$1.13 x 22,736 net new square feet).
 - h. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a maintenance plan for all street trees to ensure they are managed to maintain roof access and residential egress window access, subject to review and approval of the Planning Division.
 - i. The on-street parking being installed as part of this project is within City of Menlo Park right-of-way and will be maintained by the City, will be publicly accessible to any users, and will not be reserved spaces for any specific property(s). The City cannot guarantee these

parking spaces will remain and they may be removed as part of public improvements in the City right-of-way at a future date.

- j. The on-site Parking Puzzlers will be maintained and managed by the property management company of the property(s) and staff is required to be on-site at all times to address any issues that may arise. The operations of the Parking Puzzlers, including training of users and regulation of usage will be managed by the property management company. The property management team will be responsible for ensuring that those assigned to the Parking Puzzler systems are using the system to allow the visitors and guests access to the standard spaces at all times.
- k. The Transportation Impact Fee (TIF) for 506 Santa Cruz Avenue is estimated to be \$34,966.80. This was calculated by multiplying the fee of \$4.80/S.F. for Office by net new Office of 10,425 S.F. and \$4.80/S.F. for Retail by net new Retail of -4,388 (a net decrease in square footage provides a credit) and \$1,996.40/unit for Multi-family residential by net new Multi-family residential of 3 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.
- l. The Transportation Impact Fee (TIF) for 556 Santa Cruz Avenue is estimated to be \$13,686.00. This was calculated by multiplying the fee of \$4.80/S.F. for Office by net new Office of 7,452 S.F. and \$4.80/S.F. for Retail by net new Retail of -3,353 S.F. (a net decrease in square footage provides a credit) and \$1,996.40/unit for Multi-family residential by net new Multi-family residential of -3 units (a net decrease in units provides a credit). 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.
- m. The Transportation Impact Fee (TIF) for 1125 Merrill Street is estimated to be \$12,758.00. This was calculated by multiplying the fee of \$4.80/S.F. for Office by net new Office of 4,366 S.F. and \$4.80/S.F. for Retail by net new Retail of -2,124 S.F. (a net decrease in square footage provides a credit) and \$1,996.40/unit for Multi-family residential by net new Multi-family residential of 1 unit. 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.
- n. The City has adopted a Supplemental Transportation Impact Fee for the infrastructure required as part of the El Camino Real / Downtown Specific Plan. The fee is calculated at \$393.06 per PM peak hour vehicle trip. The proposed projects at 506 Santa Cruz Avenue, 556 Santa Cruz Avenue and 1125 Merrill Street are subject to a combined Supplemental TIF of \$29,086.44 for a total of 74 PM peak hour trips. Payment is due before a building permit is issued and the supplemental TIF will be updated annually on July 1st along with the TIF.
- o. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a revised historic resource evaluation for 1125 Merrill Street, reflecting the building changes since the initial evaluation, subject to review and approval of the Planning Division. This may take the form of a supplemental letter/memo from the historic architect.

- p. ***Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised plans showing 63 parking spaces at 506 Santa Cruz Avenue or a revised shared parking study demonstrating additional ULI credits to account for the mixture of uses that results in a requirement of 58 parking spaces at 506 Santa Cruz Avenue and 31 parking spaces at 556 Santa Cruz Avenue, subject to review and approval of the Planning and Transportation Divisions.***

G. Regular Business

- G1. 2018-19 Capital Improvement Plan/General Plan Consistency:
Consideration of consistency of the 2018-19 projects of the Five-Year Capital Improvement Plan with the General Plan. ([Staff Report #18-051-PC](#))

Staff Comment: Azalea Mitch, City Engineer, said the Five Year Capital Improvement Plan (CIP) was provided in the staff report. She said the request was for the Commission to adopt a resolution finding that the CIP was consistent with the City's General Plan. She said for this year that their budget included 30 new projects for around \$23 million. She said many of those focused on maintaining the public infrastructure with investments in the water systems, roads, and parks. She said all of the projects were consistent with the goals of the General Plan in maintaining sustainable services and open space, and were consistent with the Specific Plan.

Questions of Staff: Commissioner Riggs asked what the fiscal year allotment was for repairing streets. Ms. Mitch said they were in the process of requesting to award the 2018 Slurry Seal project. She said they had estimated \$500,000 for that project and the bid came in much higher, so they were now requesting \$1 million for it for fiscal year 2017-2018. She said for next fiscal year they would do the \$3 million street resurfacing project.

Commissioner Onken asked about a new project, *The Welcome to Menlo Park Monument Sign*. Ms Mitch said this related to placing signs in specific parts of the City to say "Welcome" and to use the new updated logo. Commissioner Onken noted a proposal push in the City of San Carlos to invite designs for City welcome signs that apparently did not materialize. He noted the broadness of the City of Menlo Park geographically, and suggested examining where to place such signs might be served well with Planning Commission review. Ms. Mitch said she would mention to staff the idea of a competition and would bring back a preliminary proposal.

Commissioner Strehl asked if there was a plan for sidewalk improvements. Ms. Mitch said they were updating the Sidewalk Master Plan as part of the update of the Transportation Master Plan. Commissioner Strehl said quite a few people in the Willows walked in the street because the sidewalks were tripping hazards. Ms. Mitch said there was a program to address tripping hazards associated with the trees.

ACTION: Motion and second (Barnes/Riggs) to adopt Resolution No. 2018-01 determining that the Five-Year Capital Improvement Plan's projects for Fiscal Year (FY) 2018-19 are consistent with the General Plan; passes 7-0.

- G2. Nominate and recommend a commissioner to serve on the Heritage Tree Ordinance Taskforce. ([Staff Report #18-052-PC](#))

Staff Comment: Principal Planner Rogers said the Commission was requested to nominate one of its commissioners to serve on a taskforce to update the City's Heritage Tree Ordinance. He noted on page 3 the body was to have no fewer than seven members and could have as many as 12 members. He said key considerations were interest and availability. He said page 4 had projected dates for the taskforce meetings.

Replying to Commissioner Riggs, Principal Planner Rogers went through the calendared meetings which for 2019 was mainly Wednesdays but apparently included a variety of days for the rest of 2018, including weekend days.

Commissioner Onken asked if nominations could be considered at the next meeting so the Commission could get a bit more information as to how many people would be on the taskforce and whether the schedule could be condensed as it seemed overly burdensome due to the length of time it was projected to meet. Principal Planner Rogers said the item could be brought back for the June 4 meeting at which time a nomination would be needed. Commissioner Strehl requested that the meeting dates be confirmed and to find out approximately how long meetings would run. Replying to Commissioner Combs, Principal Planner Rogers said he would also confirm whether the taskforce was viable if no Planning Commissioner was able to serve.

H. Informational Items

H1. Future Planning Commission Meeting Schedule

- Regular Meeting: June 4, 2018

Principal Planner Rogers said the June 4 agenda had a few single-family residential development projects, likely the return of the Electric Vehicle Charging ordinance, and possibly a presentation on proposed changes to the BMR Guidelines.

Commissioner Strehl said she would be absent from the June 18, 2018 meeting.

Replying to Commissioner Barnes, Principal Planner Rogers said the City Council reviewed the Specific Plan in April 2018 and directed that city commissions, in particular planning and housing, provide input. He said that could possibly occur at the June 18 meeting.

- Regular Meeting: June 18, 2018
- Regular Meeting: July 16, 2018

I. Adjournment

Chair Goodhue adjourned the meeting at 11:03 p.m.

Staff Liaison: Thomas Rogers, Principal Planner

Recording Secretary: Brenda Bennett



STAFF REPORT

Planning Commission

Meeting Date: 6/18/2018
Staff Report Number: 18-060-PC

Public Hearing: **Minor Subdivision, Variance, Use Permit, and Negative Declaration/Siavash Akbarian/1911 Menalto Avenue**

Recommendation

Staff recommends that the Planning Commission approve a request to subdivide one parcel into two lots in the R-1-U (Single Family Urban Residential) zoning district, a request for a variance to reduce the minimum lot width to 50 feet where 65 feet is the minimum, and a request for a use permit to construct one new two-story, single-family residence on each of the newly-created substandard lots with regard to lot width in the R-1-U (Single Family Urban Residential) zoning district, at 1911 Menalto Avenue. The proposed project includes consideration of a Negative Declaration regarding potential environmental impacts. The recommended actions are contained within Attachment A.

Policy Issues

Each subdivision, variance and use permit request 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 1911 Menalto Avenue, on the west side of the street near the intersection of Menalto and Gilbert Avenues in the Willows neighborhood. A location map is included as Attachment B. The property abuts an alley at the rear. Menalto Avenue is considered the front property line, per the Zoning Ordinance. The northwest corner of the parcel is within the "AE" zone established by the Federal Emergency Management Agency (FEMA). The subject site originally consisted of Parcels 15 and 16 of the North Palo Alto subdivision, recorded in 1906, prior to the area's incorporation into the City in 1951. Parcels 15 and 16 each had a lot width of 50 feet, consistent with many of the lots created by the North Palo Alto subdivision. These two parcels were merged prior to the construction of the Menalto Baptist Church in 1965.

Parcels along Menalto Avenue to the north are a mix of R-1-U, R-2 (Low Density Apartment), and C-2 (Neighborhood Shopping) zoning districts and contain single- and multi-family residential developments as well as some commercial buildings for medical office, retail, and personal services on the C-2 zoned parcels. The property to the immediate north of the subject site is zoned C-2 and is developed with a medical office building. The properties to the south of the site, on Menalto Avenue, are also zoned R-1-U and are occupied by single-family dwelling units. The surrounding single-family homes are a mix of single-

story and two-story developments. The residences in the area are designed in a variety of architectural styles.

Analysis

Project description

The applicant proposes to subdivide the 15,104-square-foot lot into two side-by-side parcels. Proposed Lot "A" would be approximately 7,559 square feet in size and proposed Lot "B" would be approximately 7,545 square feet in size. The parcels would meet the lot area and depth requirements but a variance would be required to reduce the minimum lot width to 50 feet where 65 feet is the minimum. The vacant church and parking lot currently located on the subject site would be demolished. Both residential units would conform to the zoning requirements for the R-1-U zoning district. The new residences are subject to Planning Commission review and approval because the proposed two-story residences would be developed on the new substandard lots.

Subdivision

State law outlines factors that the Planning Commission may consider in reviewing the request for minor subdivisions. Specifically, there are seven factors for the Planning Commission to consider.

The first two considerations are whether the proposed map and the proposed design of the subdivision are in conformance with the City's General Plan. The General Plan land use designation for the subject property is Low Density Residential, which is consistent with the R-1-U zoning district. The proposed subdivision would not conflict with General Plan goals and policies, and would comply with the Zoning Ordinance, with the requested variance, and the Subdivision Ordinance.

The third and fourth factors to consider are whether the site of the subdivision is physically suitable for the proposed type of development and the proposed density of the development. Aside from the variance for minimum lot width, the proposed subdivision would meet all applicable regulations of the Subdivision Ordinance as well as all development regulations pertaining to the dimensions and lot area of the R-1-U zoning district. In addition, the proposed lots resulting from the subdivision are similar in size and character to nearby properties.

The fifth and six factors are concerned with whether the design of the subdivision or proposed improvements is likely to cause substantial environmental damage or serious public health problems. The proposed subdivision is located within a fully developed neighborhood and all necessary utilities are readily available. In addition, the development of the two properties would need to adhere to specific conditions of the Engineering Division, all applicable building codes and requirements of other agencies such as the Sanitary District, Menlo Park Fire Protection District and other utility companies. Adherence to the conditions and all applicable codes would eliminate substantial or serious environmental or public health impacts.

The final factor to consider is whether the proposed subdivision would conflict with any public access easements. The subject site does not conflict with any existing public access easements.

Staff has reviewed the tentative parcel map and has found the map to be in compliance with State and City regulations subject to the recommended conditions of approval included in Attachment A. All standard and project specific conditions of approval would need to be complied with prior to recordation of the parcel map. The applicant would need to apply for the parcel map within two years of the approval date of the tentative parcel map. In order to deny the proposed subdivision, the Planning Commission would need to make specific findings that would identify conditions or requirements of the State law or the City's ordinance that have not been satisfied.

Variance

The Zoning Ordinance provides for variances from development regulations when it has been found that, because of special circumstances applicable to the subject property, the standard regulations are found to deprive such property of privileges enjoyed by other nearby properties within the same zoning district. Any such variance is not to constitute a grant of special privilege, and must not compromise the public health, safety, and welfare. Five findings need to be made to approve the variance. Each finding is discussed below. The applicant has provided variance findings attached to the project description letter, included as Attachment E.

1. That a hardship peculiar to the property and not created by any act of the owner exists. In this context, personal, family or financial difficulties, loss of prospective profits and neighboring violations are not hardships justifying a variance. Further, a previous variance can never have set a precedent, for each case must be considered only on its individual merits;

A hardship peculiar to the property and not created by any act of the current property owner exists. As noted earlier, the subject site originally consisted of Parcels 15 and 16 of the North Palo Alto subdivision, recorded in 1906, prior to the area's incorporation into the City in 1951. Parcels 15 and 16 each had a lot width of 50 feet, consistent with many of the lots created by the North Palo Alto subdivision. These two parcels were merged prior to the construction of the Menalto Baptist Church in 1965. The proposed variance would allow two single-family homes to be built on the newly created lots that are comparable in size to the development on many of the neighboring properties. Finally, these circumstances create a situation where, due to the large size of the existing parcel, the maximum floor area limit (FAL) for the lot would not be in keeping with the neighborhood pattern of development. Specifically, the current parcel size would allow for one single-family residence (potentially with a small secondary dwelling unit) with a maximum FAL of 4,826 square feet, while most nearby parcels have an FAL maximum of 2,800 square feet or slightly above.

2. That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property in the same vicinity and that a variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors;

The proposed variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property in the same vicinity, and the variance would not constitute a special privilege of the recipient not enjoyed by neighbors. In this case, the existing parcel size meets the minimum lot area requirements of two subdivided parcels. However, the lot widths, while consistent with surrounding parcels, would be substandard. The proposed variance would allow the subject parcel to be subdivided similar to neighboring properties.

3. That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property; and

The granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property. Except for the requested variance, the subdivision will conform to all other requirements of the Zoning Ordinance. Any future construction will meet the setback and daylight plane requirements per the R-1-U zoning district. The variance for minimum lot width would allow the subdivision and the creation of legal parcels, but it would not create standard lots. The provisions of Chapter 16.58 with regard to substandard lots would still apply to the two lots. The current two, two-story proposals would require use permit approval by the Planning Commission.

4. That the conditions upon which the requested variance is based would not be applicable, generally, to other property within the same zoning classification.

The conditions upon which the requested variance is based would not be applicable, generally, to other property within the same zoning classification. Only a small number of R-1-U parcels in the City consist of previously merged parcels that could be subdivided to re-establish the previous boundaries. Therefore, the conditions upon which the requested variance is based would not be applicable, generally, to other properties since the variance is based on the parcel's history and a parcel area that, uncommonly, is over twice the size of the R-1-U district minimum.

5. That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process.

The required fifth finding, that the conditions upon which the variance request is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process does not apply since the subject property is not part of a Specific Plan.

Design and materials

The applicant states that the proposed residences would be constructed in a Craftsman style. The layout of the two residences would be mirror images of each other, with the garage for the residence on Lot "A" on the right side of the proposed lot and the garage for the residence on Lot "B" on the left side of the proposed lot. The proposed exterior materials for the residence on Lot "A" would consist of horizontal siding and stucco, while the exterior materials for the residence on Lot "B" would consist of stone veneer and stucco.

Composition shingle roofing would be utilized on both residences and both residences would feature design details such as beams and brackets, simulated true divided light windows, and a wood trellis over the garage. Both residences would also include rear balconies at the master bedrooms.

The majority of the roof elements would contain gables. Both parcels would feature small gable intrusions into the daylight plane, which may be permitted on lots of this size. Specifically, a left side gable for the proposed residence on Lot "A" and a right side gable for the proposed residence on Parcel "B" are

proposed and would meet relevant limits from the Zoning Ordinance.

The attached two-car garages would be set back approximately three feet from the living rooms, which would be the closest elements to the street. The majority of both proposed second stories would be set back farther than the minimum required setbacks and from the first floor to reduce the perception of the mass and bulk of the proposed residences. Varying projections, articulations, and gabled roof elements on the elevations would reduce the apparent massing.

On the second floors of the two proposed residences, the sill heights would vary from 2.5 feet to 5.5 feet. The larger side setbacks for the second levels, beyond the minimum required, in addition to the existing landscaping on 1905 Menalto Avenue, just to the left of proposed Lot "A", as well as the existing landscaping between proposed Lot "B" and the medical office development on 103 Gilbert Avenue, would help partially reduce potential privacy concerns from the second-floor windows. Additionally, the medical office development at 103 Gilbert Avenue is mostly situated away from the proposed residence.

Staff believes that the scale, materials, and design of the proposed residences would be consistent with the neighborhood's mix of architectural styles. The addition of two homes would also make a modest positive contribution toward local housing needs.

Flood zone

The northwest portion of the subject property is located within the "AE" zone established by the Federal Emergency Management Agency (FEMA). It appears the flood zone only covers the northwest portion of Lot "B" where no structures are proposed. However, all new development on the lot would be required to utilize flood proofing techniques. Stated in general terms, the finished floor must be at least one foot above the base flood elevation. The elevations and sections for the proposed residences show the base flood elevation (37.8 feet) in relation to the existing average natural grade and the finished floor, for each structure. The Public Works Department has reviewed and tentatively approved the proposal for compliance with FEMA regulations. Because the proposed structure on Lot "B" appears to be outside the flood zone, the property owner will have the option of applying for a LOMA (Letter of Map Amendment) from FEMA. If the request for a LOMA is approved, flood proofing techniques would not be required.

Trees and landscaping

Trees line the perimeter of the property, with several opposite the fence on the neighboring property to the left (1905 Menalto Avenue). The applicant has submitted an arborist report (Attachment F) detailing the species, size, and conditions of the heritage and non-heritage trees on the site, and some of the neighboring trees. The report discusses the impacts of the proposed improvements and provides recommendations for tree maintenance and protection during construction. As part of the project review process, the arborist report was reviewed by the City Arborist. There are a total of 10 trees currently located on or near the subject property, with one heritage size coast live oak (tree #1) located on the front, right side of proposed Lot "B". None of the trees are proposed for removal. The proposed residence on Lot "B" would be farther from tree #1 than the existing church building, and the arborist report indicates the construction of the proposed residence is not expected to have a long term effects on the tree. The arborist report also includes protection measures for tree #1, including the requirement that a pier and grade beam design should be used within the drip line of tree #1. Protection of this tree would be ensured

through standard condition 5s.

Correspondence

Staff has received one email in support of the project and one email expressing concerns about the construction of two new, two-story homes on substandard lots. These emails are included as Attachment G.

Conclusion

Staff recommends approval of the proposed project. The property's history and ability to be subdivided in a manner that would meet the neighborhood pattern of development are unique. Staff believes the scale, materials, and style of the proposed residences are compatible with the neighborhood, and that the varying projections and articulations on the elevations of the proposed residences would reduce the perception of mass. The addition of two homes would be a step towards addressing local housing needs. Tree protection measures would minimize construction impacts on the heritage live oak tree. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

Due to the variance request, the proposed project is not categorically exempt from the California Environmental Quality Act (CEQA). An Initial Study and Negative Declaration, collectively referred to as the ND, have been prepared and circulated for public review in compliance with CEQA. The Negative Declaration portion of the ND has been included in this staff report as Attachment H.

The complete ND is available for review at the Planning Division office during business hours. The Initial Study did not identify any potentially significant environmental impact areas; therefore, a ND was prepared for the proposed project. The public review period began on May 28, 2018 and ends on June 18, 2018 at 5:30 p.m. As of the printing of this staff report, staff has not received any comments on the ND.

The ND analyzes the potential environmental impacts of the project across a wide range of impact areas. The ND determined that the project would have less-than-significant impact without the need for mitigation measures on the following areas: aesthetics, air quality, biological resources, cultural resources, geology and soils, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, land use and planning, noise, population and housing, public services, recreation, transportation, and utilities and service systems. The ND identifies no effects in the following categories: agricultural resources, biological resources and mineral resources.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72

hours prior to the meeting. Public notification also consisted of publishing a notice in the local newspaper and notification by mail of owners and occupants within a 300-foot radius of the subject property.

Appeal Period

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

Attachments

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

Disclaimer

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

Exhibits to Be Provided at Meeting

None

Report prepared by:

Corinna Sandmeier, Senior Planner

Report reviewed by:

Thomas Rogers, Principal Planner

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1911 Menalto Avenue – Attachment A: Recommended Actions

LOCATION: 1911 Menalto Avenue	PROJECT NUMBER: PLN2015-00071	APPLICANT: Rona Maskan, LLC	OWNER: Rona Maskan, LLC
PROPOSAL: Request to subdivide one parcel into two lots in the R-1-U (Single-Family Urban) zoning district, and a request for a variance to reduce the minimum lot width to 50 feet where 65 feet is the minimum. In addition, a request for a use permit to construct one new two-story, single-family residence on each of the newly-created substandard lots. The proposed project includes consideration of a Negative Declaration regarding potential environmental impacts.			
DECISION ENTITY: Planning Commission	DATE: June 18, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)			
ACTION:			
<ol style="list-style-type: none"> 1. Make the following findings relative to the environmental review of the proposal and adopt the Negative Declaration: <ol style="list-style-type: none"> a. A Negative Declaration has been prepared and circulated for public review in accordance with current State California Environmental Quality Act Guidelines; b. The Planning Commission has considered the Negative Declaration prepared for the proposal and any comments received during the public review period; and c. Based on the Initial Study prepared for the Negative Declaration and any comments received on the document, there is no substantial evidence that the proposed project will have a significant effect on the environment. 2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City. 3. Make findings that the proposed minor subdivision is technically correct and in compliance with all applicable State regulations and City General Plan, Zoning and Subdivision Ordinances, and the State Subdivision Map Act. 4. Make the following findings as per Section 16.82.340 of the Zoning Ordinance pertaining to the granting of the variance: <ol style="list-style-type: none"> a. A hardship peculiar to the property and not created by any act of the current property owner exists. The subject site originally consisted of Parcels 15 and 16 of the North Palo Alto subdivision, recorded in 1906, prior to the area's incorporation into the City in 1951. Parcels 15 and 16 each had a lot width of 50 feet, consistent with many of the lots created by the North Palo Alto subdivision. These two parcels were merged prior to the construction of the Menalto Baptist Church in 1965. The proposed variance would allow two single-family homes to be built on the newly created lots that are comparable in size to the development on many of the neighboring properties. b. The proposed variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property in the same vicinity, and the variance would not constitute a special privilege of the recipient not enjoyed by neighbors. In this case, the existing parcel size meets the minimum lot area requirements of two subdivided parcels. However, the lot widths, while consistent with surrounding parcels, would be substandard. The proposed variance would allow the subject parcel to be subdivided similar to neighboring properties. 			

1911 Menalto Avenue – Attachment A: Recommended Actions

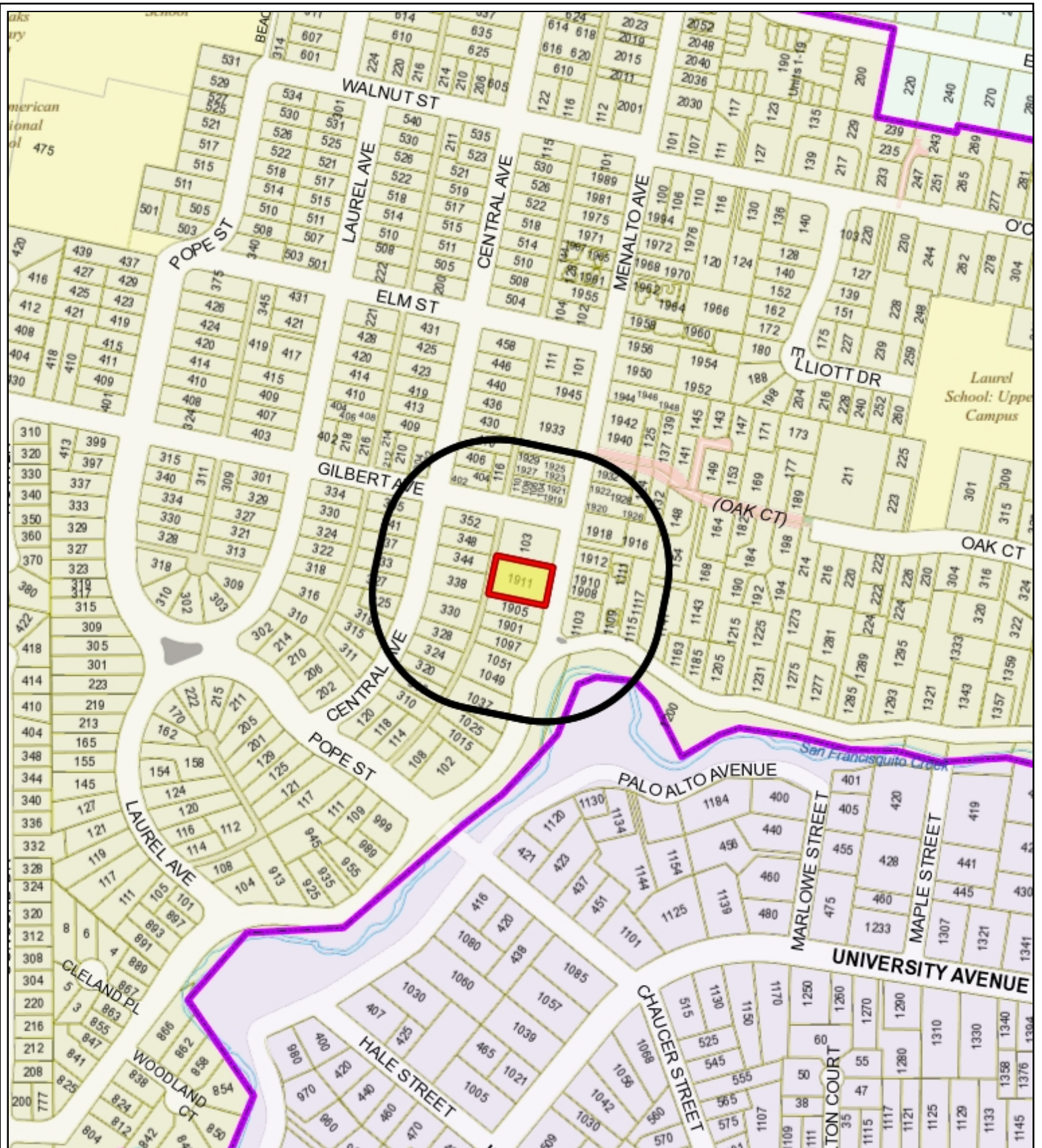
LOCATION: 1911 Menalto Avenue	PROJECT NUMBER: PLN2015-00071	APPLICANT: Rona Maskan, LLC	OWNER: Rona Maskan, LLC
PROPOSAL: Request to subdivide one parcel into two lots in the R-1-U (Single-Family Urban) zoning district, and a request for a variance to reduce the minimum lot width to 50 feet where 65 feet is the minimum. In addition, a request for a use permit to construct one new two-story, single-family residence on each of the newly-created substandard lots. The proposed project includes consideration of a Negative Declaration regarding potential environmental impacts.			
DECISION ENTITY: Planning Commission	DATE: June 18, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)			
<p>ACTION:</p> <ul style="list-style-type: none"> c. The granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property. Except for the requested variance, the subdivision will conform to all other requirements of the Zoning Ordinance. Any future construction will meet the setback and daylight plane requirements per the R-1-U zoning district. The variance for minimum lot width would allow the subdivision and the creation of legal parcels, but it would not create standard lots. The provisions of Chapter 16.58 with regard to substandard lots would still apply to the two lots. d. The conditions upon which the requested variance is based would not be applicable, generally, to other property within the same zoning classification. Only a small number of R-1-U parcels in the City consist of previously merged parcels that could be subdivided to re-establish the previous boundaries. Therefore, the conditions upon which the requested variance is based would not be applicable, generally, to other properties since the variance is based on the parcel's history and a parcel area that, uncommonly, is over twice the size of the R-1-U district minimum. e. The property is not within any Specific Plan area. Hence, a finding regarding an unusual factor does not apply. <p>5. Approve the subdivision, variance, use permit, and Negative Declaration subject to the following standard conditions:</p> <ul style="list-style-type: none"> a. Development of the project shall be substantially in conformance with the plans prepared by F. Ashrafi Architect consisting of 24 plan sheets, dated received June 7, 2018, and approved by the Planning Commission on June 18, 2018, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. b. The applicant is required to submit the parcel map for City's review and approval within two years from the date the tentative map is approved by the City. c. Prior to building permit issuance, the parcel map shall be approved by the City and recorded with the County Recorder's Office. d. Prior to City releasing the parcel map for recordation, the applicant is required to pay the Recreation In-Lieu Fee (\$127,400.00) to the City in accordance with the latest approved Master Fee Schedule. e. 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 plans should be prepared by a California licensed civil engineer and per the City's grading and drainage guidelines. The approval of the grading and drainage plan will be subject to conformance with the approved hydrology report. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits. 			

1911 Menalto Avenue – Attachment A: Recommended Actions

LOCATION: 1911 Menalto Avenue	PROJECT NUMBER: PLN2015-00071	APPLICANT: Rona Maskan, LLC	OWNER: Rona Maskan, LLC
PROPOSAL: Request to subdivide one parcel into two lots in the R-1-U (Single-Family Urban) zoning district, and a request for a variance to reduce the minimum lot width to 50 feet where 65 feet is the minimum. In addition, a request for a use permit to construct one new two-story, single-family residence on each of the newly-created substandard lots. The proposed project includes consideration of a Negative Declaration regarding potential environmental impacts.			
DECISION ENTITY: Planning Commission	DATE: June 18, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)			
ACTION:			
<ul style="list-style-type: none"> f. The public improvement plans must be reviewed and approved by the City prior to the issuance of building permit. The public improvement plans should be prepared by a California licensed civil engineer. g. Concurrent with building permit application submittal, the applicant shall submit proposed landscape and irrigation documentation as required by Chapter 12.44 (Water Efficient Landscaping) of the City of Menlo Park Municipal Code. The applicant shall submit all parts of the landscape project application as listed in section 12.44.040 of the City of Menlo Park Municipal Code. The proposed grading and drainage design shall not be affected by the proposed landscaping and irrigation design. The landscape and irrigation plans shall be subject to review and approval by the Engineering Division. The proposed landscaping shall be installed and a Landscape Audit Report submitted to the Engineering Division prior to final inspection of the building. h. All utilities shall be placed underground per Section 15.16.190 of the Menlo Park Subdivision Ordinance. All utilities to the buildings shall be placed underground from their point of service. Each unit shall have separate utility service connections. i. The applicant is required to show on the parcel map all existing and proposed easements that are directly applicable to the project. j. Construction within the City's right-of-way or the public easement areas shall conform to City standards. The applicant shall obtain an encroachment permit from the City Engineering Division prior to commencing any work within the City's right-of-way or the public easement areas. A bond will be required for any cutting or trenching of the vehicular travel way. k. The applicant shall schedule a pre-application meeting with the Senior Civil Engineer by calling 650-330-6743 to submit a complete parcel map submittal. The City will not accept the submittal submitted prior to the meeting. The required items for the submittal are listed in the City's parcel map checklist, which is available at the City counter and the City's website (www.menlopark.org/DocumentCenter/View/1320). All map review fees are due at the time of submittal based on the latest approved Master Fee Schedule. l. Improvement plans, hydrology report and grading and drainage plans must all be submitted as one package for review. Contact the Engineering Division for requirements as to number of plan sets required. The applicant shall submit a cost estimate for on-site and off-site improvements for City use after improvement plans and grading and drainage plans are approved by the City. m. The applicant shall pay an initial payment of \$700.00 of the Improvement Plan Review fee when improvement plans are first submitted to the City. The balance of the Improvement Plan Review fee shall be paid prior to building permit issuance. 			

1911 Menalto Avenue – Attachment A: Recommended Actions

LOCATION: 1911 Menalto Avenue	PROJECT NUMBER: PLN2015-00071	APPLICANT: Rona Maskan, LLC	OWNER: Rona Maskan, LLC
PROPOSAL: Request to subdivide one parcel into two lots in the R-1-U (Single-Family Urban) zoning district, and a request for a variance to reduce the minimum lot width to 50 feet where 65 feet is the minimum. In addition, a request for a use permit to construct one new two-story, single-family residence on each of the newly-created substandard lots. The proposed project includes consideration of a Negative Declaration regarding potential environmental impacts.			
DECISION ENTITY: Planning Commission	DATE: June 18, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)			
<p>ACTION:</p> <ul style="list-style-type: none"> n. The applicant shall pay the following fees in accordance with City requirements and the latest approved Master Fee Schedule (www.menlopark.org/departments/dep_publicworks.html) prior to building permit issuance: <ul style="list-style-type: none"> i. Improvement plan review fee (see condition 5(o) above) ii. Construction inspection fee iii. Water Efficient Landscape Plan Check fee iv. Storm Drainage Connection fee o. 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. p. 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. q. 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. r. 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. s. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by Advance Tree Care, dated January 27, 2018. t. The TIF (Traffic Impact Fee) due is \$6,278.98. This was calculated by multiplying the fee of \$3,139.49 per single-family unit by 2 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. u. The approval of the subdivision is contingent upon the variance for lot width being approved and becoming effective. 			



City of Menlo Park
 Location Map
 1911 Menalto Avenue

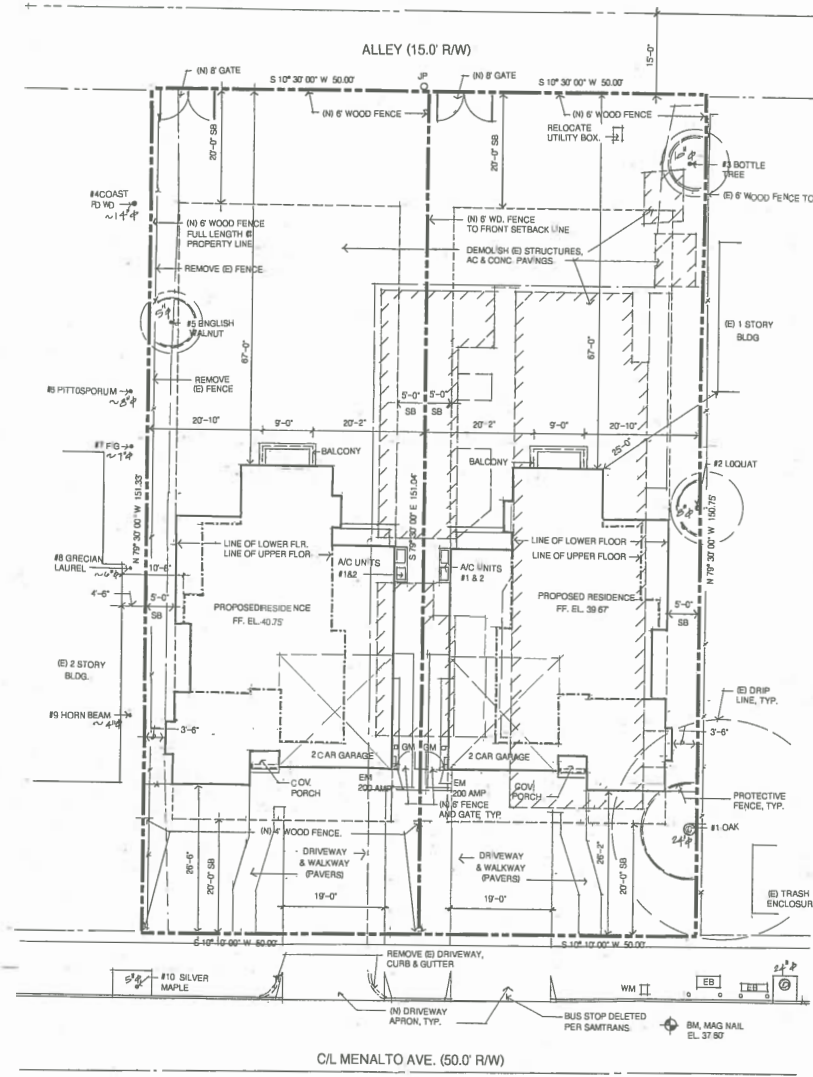


1911 Menalto Avenue – Attachment C: Data Table

	PROPOSED LEFT PARCEL (A)	PROPOSED RIGHT PARCEL (B)	EXISTING PARCEL	ZONING ORDINANCE
Lot area	7,559 sf	7,545 sf	15,104 sf	7,000 sf min.
Lot width*	50.0 ft.*	50.0 ft.*	100.0 ft.	65 ft. min.
Lot depth	151.2 ft.	150.9 ft.	151.0 ft.	100 ft. min.
Setbacks				
Front	26.5 ft.	26.2 ft.	23.0 ft.	20 ft. min.
Rear	67.0 ft.	67.0 ft.	35.0 ft.	20 ft. min.
Side (left)	5.0 ft.	5.0 ft.	41.0 ft.	5.0 ft. min.
Side (right)	5.0 ft.	5.0 ft.	9.5 ft.	5.0 ft. min.
Building coverage	1,976.9 sf 26 %	1,971.2 sf 26 %	4,391.5 sf 29.1 %	35 % max.
FAL (Floor Area Limit)	2,937.1 sf	2,935.3 sf	3,262.5 sf	Parcel A: 2,939.8 sf max. Parcel B: 2,936.3 sf max.
Square footage by floor	1,498.1 sf/1 st 1,024.7 sf/2 nd 414.3 sf/ garage 18.0 fireplaces 46.5 porches	1,492.4 sf/1 st 1,028.6 sf/2 nd 414.3 sf/garage 18.0 fireplaces 46.5 porches	3,262.5 sf/1 st 1,129.0 sf/porches	
Square footage of building	3,001.6 sf	2,999.8 sf	4,391.5 sf	
Building height	26.0 ft.	24.0 ft.	17.5 ft.	28 ft. max.
Parking	2 covered	2 covered	20 uncovered	1 covered/ 1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.				
Trees	Heritage trees	1	Non-Heritage trees	9**
	Heritage trees to be removed	0	Non-Heritage trees to be removed	0
			New Trees	0
			Total Number of Trees	10

*Variance requested

**Five of these trees are neighboring trees located on 1905 Menalto and one is a street tree located in front of 1905 Menalto



RECEIVED

JUN 07 2018

CITY OF MENLO PARK
BUILDING DIVISION

PLANNING DATA

APN 062-354-150
TOTAL LOT AREA = 15,104.00 SF

ZONING R-1U
15,104.00 SF

ALL GRADES TO REMAIN NATURAL.

SETBACKS & HGT LIMIT

FRONT 20'-0"
REAR 20'-0"
SIDES 5'-0"
HEIGHT 28'-0"

1811 - "A"

LOT AREA 7559.00 SF
ALLOWABLE COVERAGE 7559.00 X .35 = 2645.65 SF
PROPOSED COVERAGE 1978.88 SF
ALLOWABLE F.L.A. 2800 + (559.00 X .25) = 2939.75 SF
PROPOSED F.L.A.
LOWER FLOOR AREA = 1498.08 SF
UPPER FLOOR AREA = 1978.72 SF
SUB-TOTAL = 2522.78 SF
GARAGE = 414.32 SF
TOTAL = 2937.10 SF

PARKING SPACE 2 COVERED

1811 - "B"

LOT AREA 7545.00 SF
ALLOWABLE COVERAGE 7545.00 X .35 = 2640.75 SF
PROPOSED COVERAGE 1871.22 SF
ALLOWABLE F.L.A. 2800 + (545.00 X .25) = 2938.25 SF
PROPOSED F.L.A.
LOWER FLOOR AREA = 1492.40 SF
UPPER FLOOR AREA = 1028.57 SF
SUB-TOTAL = 2320.97 SF
GARAGE = 414.32 SF
TOTAL = 2935.29 SF

PARKING SPACE 2 COVERED

LOCATION MAP



SITE PLAN

SITE DATA TAKEN FROM SURVEY BY SMP ENGINEERS DATED 1/26/2015 FLOOD PLANE EL. 37.80

REMOVE & REPLACE ANY CRACKED, DEPRECATED, UPLIFTED, OR OTHERWISE DAMAGED IMPROVEMENTS ALONG THE ENTIRE PROJECT FRONTAGE.

AN ENCROACHMENT PERMIT FROM THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES IN THE PUBLIC RIGHT-OF-WAY.

PROVIDE TREE PROTECTION FENCING PER CITY REQUIREMENTS, TYP.

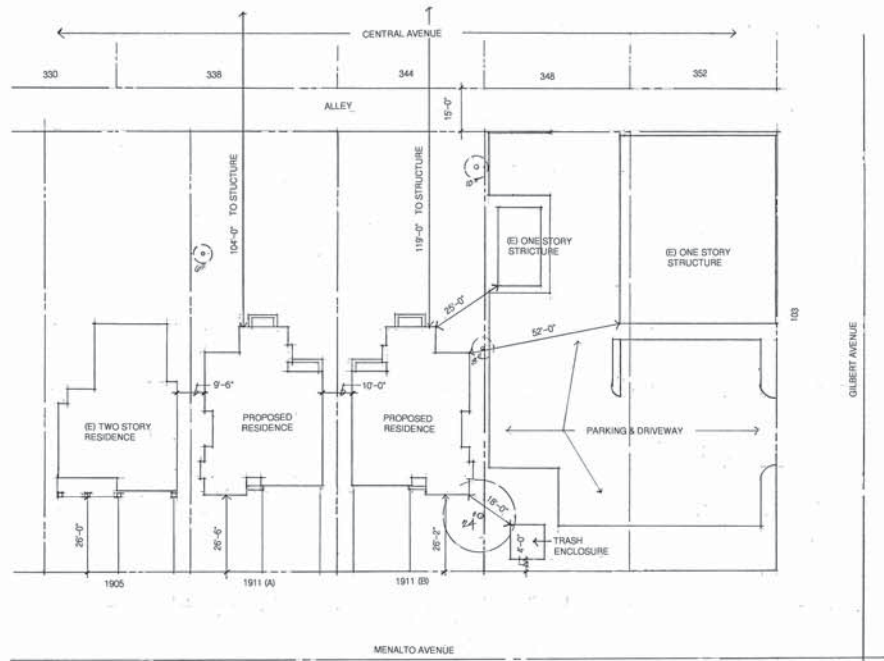
REVISIONS



RONA MASKAN, LLC
1911 MENALTO AVE.,
MENLO PARK, CA.

DATE	2-15-15
SCALE	1" = 10'
DRAWN BY	FA
JOB	19157
SHEET	

A1

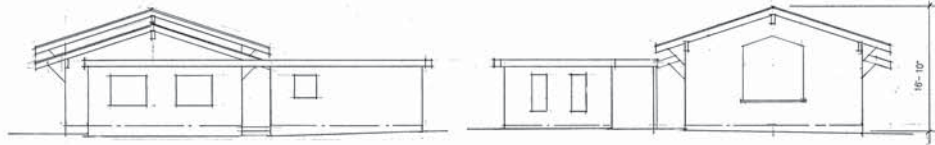


REVISIONS	



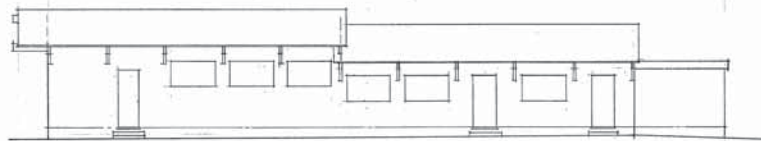
RONA MASKAN, LLC
 1911 MENALTO AVE.
 MENLO PARK, CA.

DATE:	6-15-15
SCALE:	1/16" = 1'-0"
DESIGNED BY:	FA
DATE:	12/15/14
SHEET:	A1.1

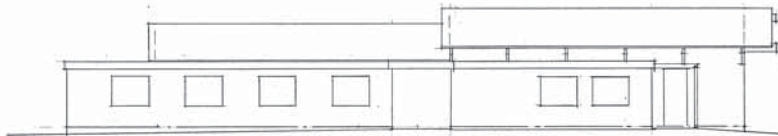


REAR ELEVATION

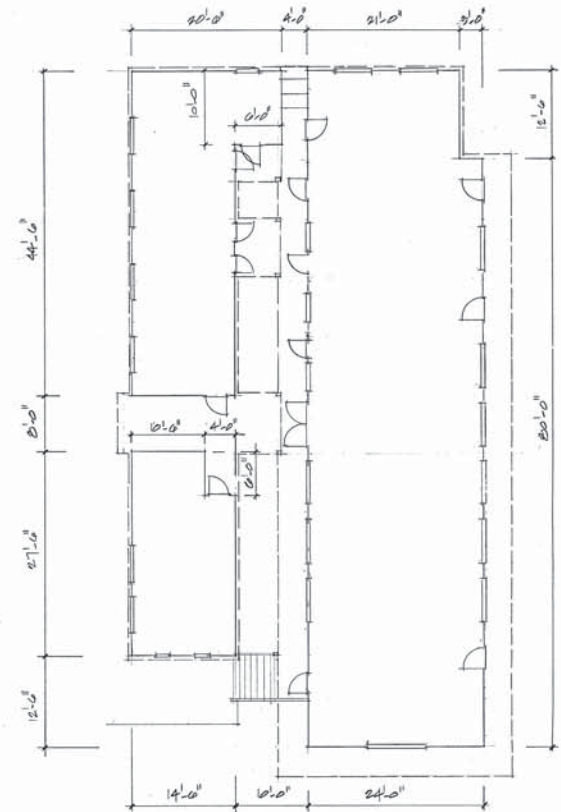
FRONT ELEVATION



RIGHT SIDE ELEVATION



LEFT SIDE ELEVATION



(E) FLOOR PLAN

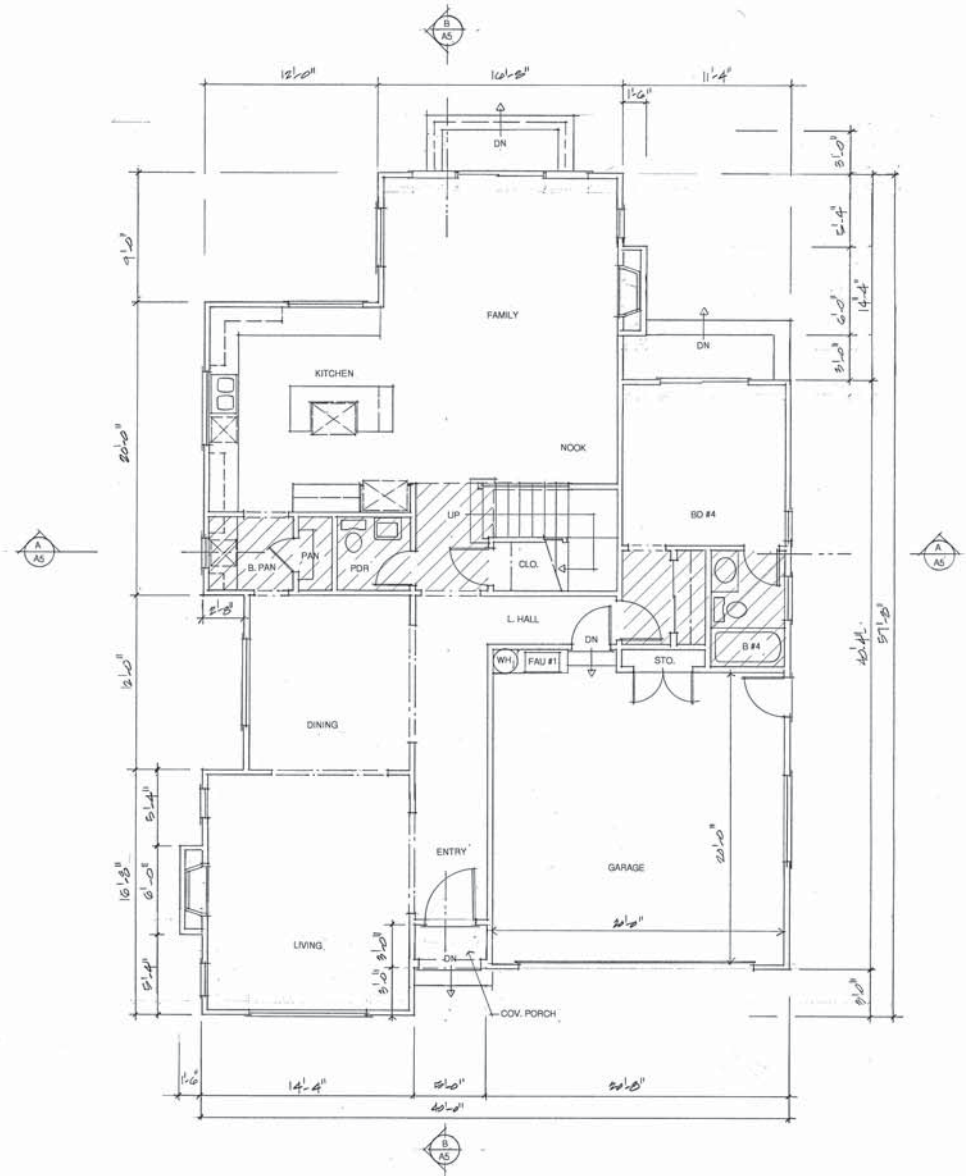




REVISIONS	



RONA MASKAN, LLC
1911 MENALTO AVE.,
MENLO PARK, CA.

DATE:	6-15-15
SCALE:	1/8" = 1'-0"
DESIGNED BY:	FA
JOB:	1515A
SHEET:	A1.2



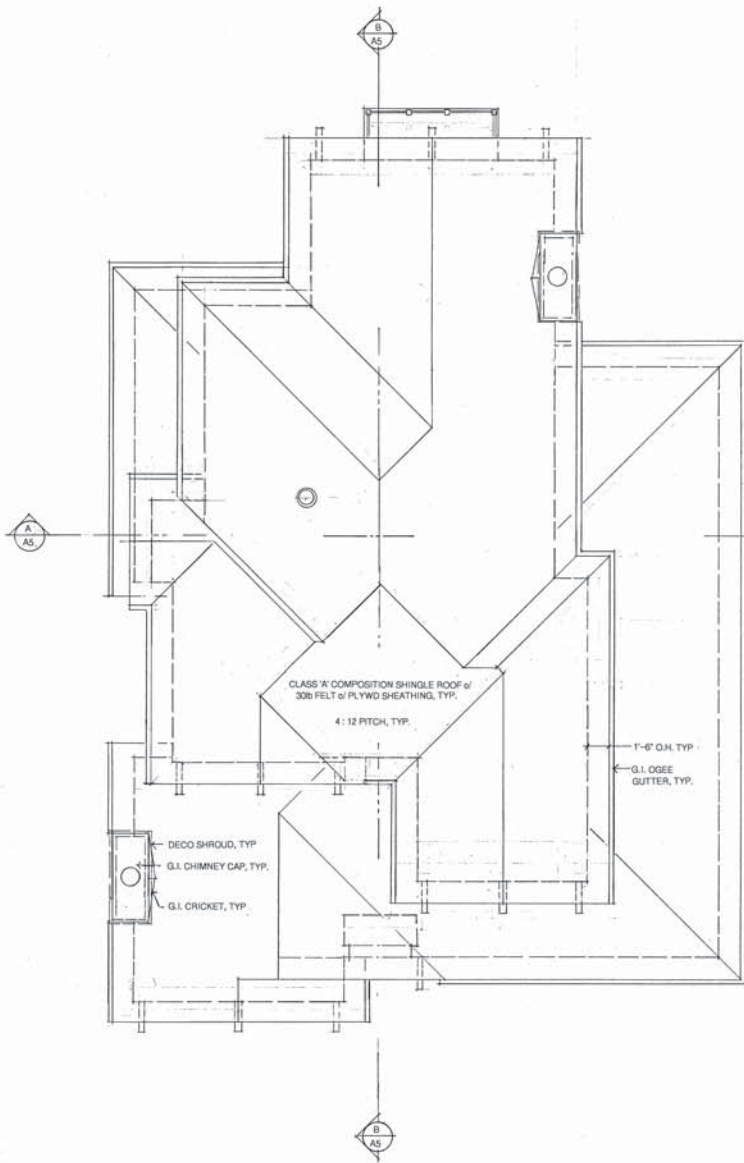

LOWER FLOOR PLAN


REVISIONS	

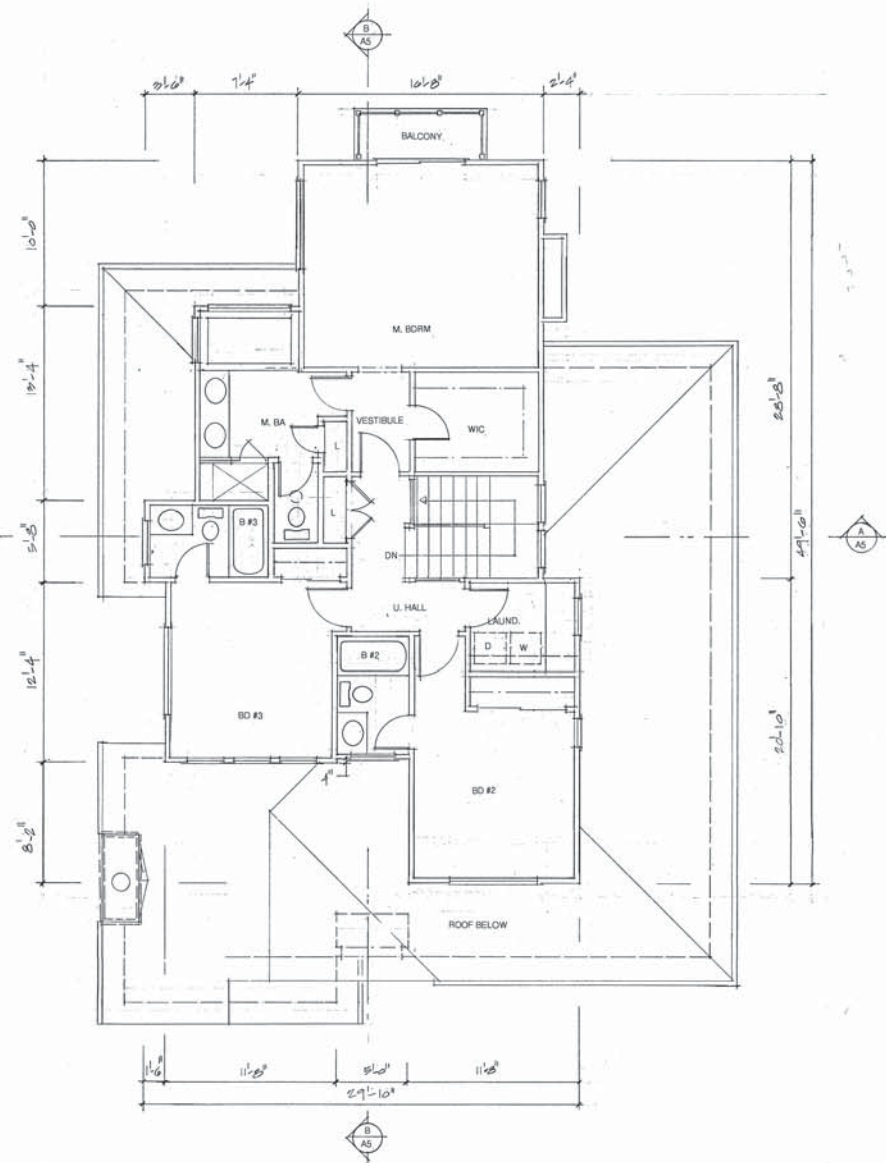


RONA MASKAN, LLC
1911 MENALTO AVE., 'A'
MENLO PARK, CA.

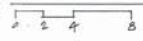
DATE:	6-16-15
SCALE:	1/8" = 1'-0"
DRAWN BY:	FA
CHK:	16159
SHEET:	A2
BY:	



ROOF PLAN



UPPER FLOOR PLAN



REVISIONS	

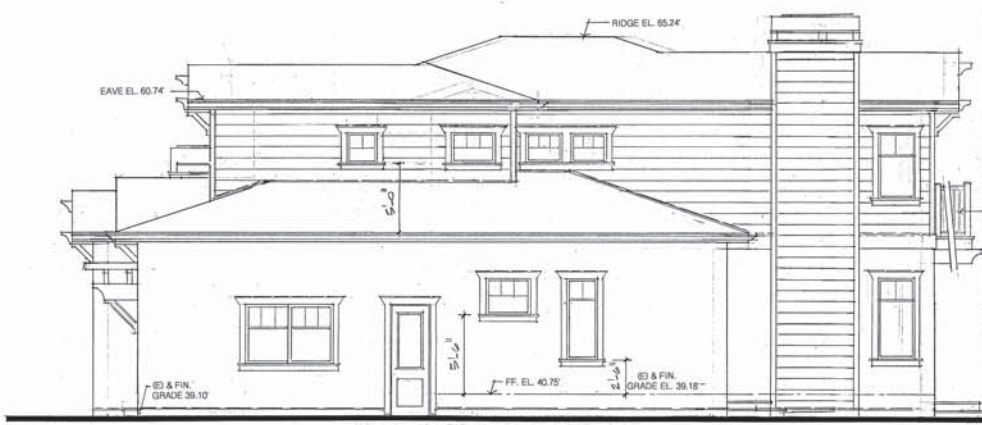
**F. ASHRAFI
ARCHITECT**
1211 VICTORIA AVENUE
REDWOOD CITY, CA 94061
650.533.4077

RONA MASKAN, LLC
1911 MENALTO AVE., 'A'
MENLO PARK, CA.

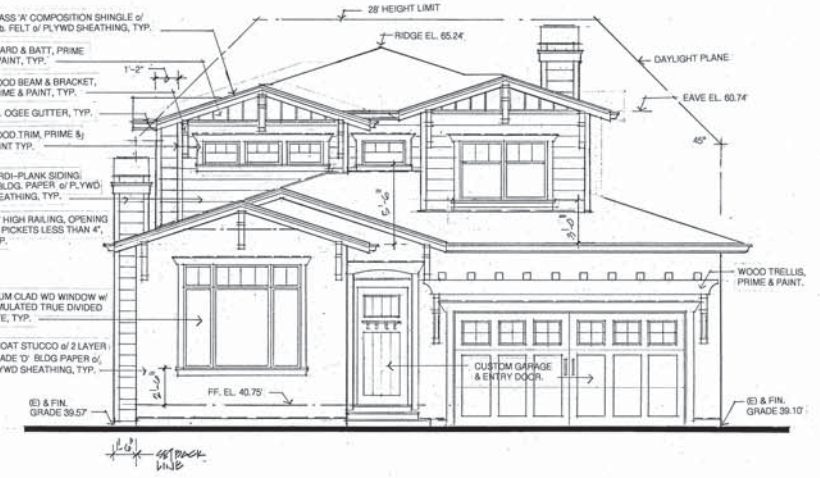
DATE:	6-18-15
SCALE:	1/4" = 1'-0"
DESIGNED BY:	FA
CHECKED BY:	LS/EA
SHEET:	A3

TYP. EXTERIOR MATERIALS

- CLASS 'A' COMPOSITION SHINGLE or 30lb. FELT or PLYWD SHEATHING, TYP.
- BOARD & BATT, PRIME & PAINT, TYP.
- WOOD BEAM & BRACKET, PRIME & PAINT, TYP.
- G.I. OGEE GUTTER, TYP.
- WOOD TRIM, PRIME & PAINT, TYP.
- HARDI-PLANK SIDING of BLDG. PAPER or PLYWD SHEATHING, TYP.
- 42" HIGH RAILING, OPENING AT PICKETS LESS THAN 4" TYP.
- ALUM CLAD WD WINDOW w/ SIMULATED TRUE DIVIDED LITE, TYP.
- 3 COAT STUCCO of 2 LAYER GRADE 1' BLDG PAPER of PLYWD SHEATHING, TYP.



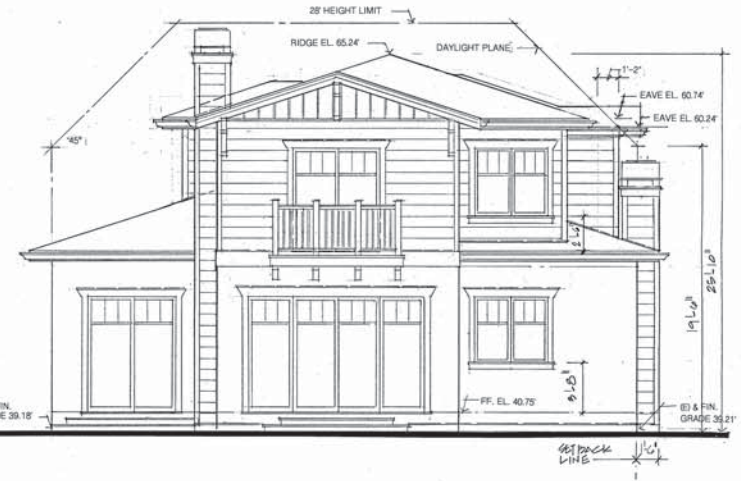
RIGHT SIDE ELEVATION



FRONT ELEVATION



LEFT SIDE ELEVATION



REAR ELEVATION

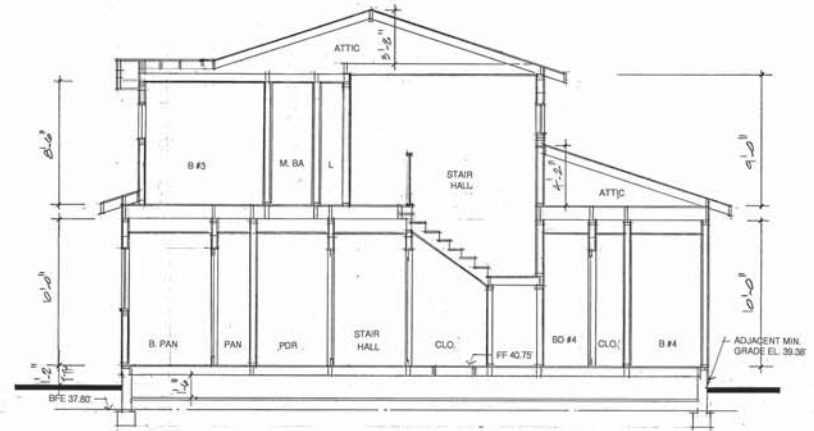
REVISIONS



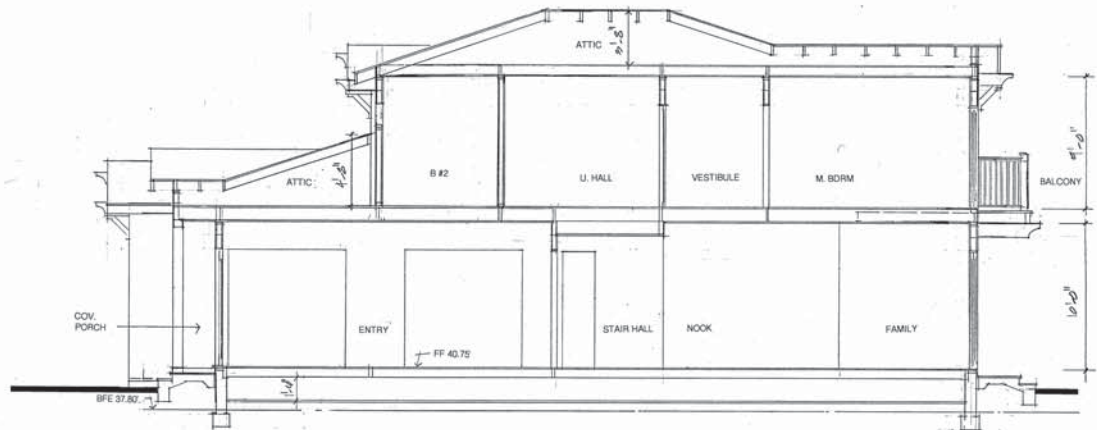
F. ASHRAFI ARCHITECT
1351 VIRGINIA AVENUE
REDWOOD CITY, CA 94061
650.533.4077

RONA MASKAN, LLC
1911 MENALTO AVE., 'A'
MENLO PARK, CA.

DATE:	6-18-15
SCALE:	3/8" = 1'-0"
DRAWN BY:	FA
JOB:	19159
SHEET:	A4
CP:	



SECTION A - A



SECTION B - B

NOTE: ALL GRADES TO REMAIN NATURAL.

FLOOD PLANE EL. 37.80

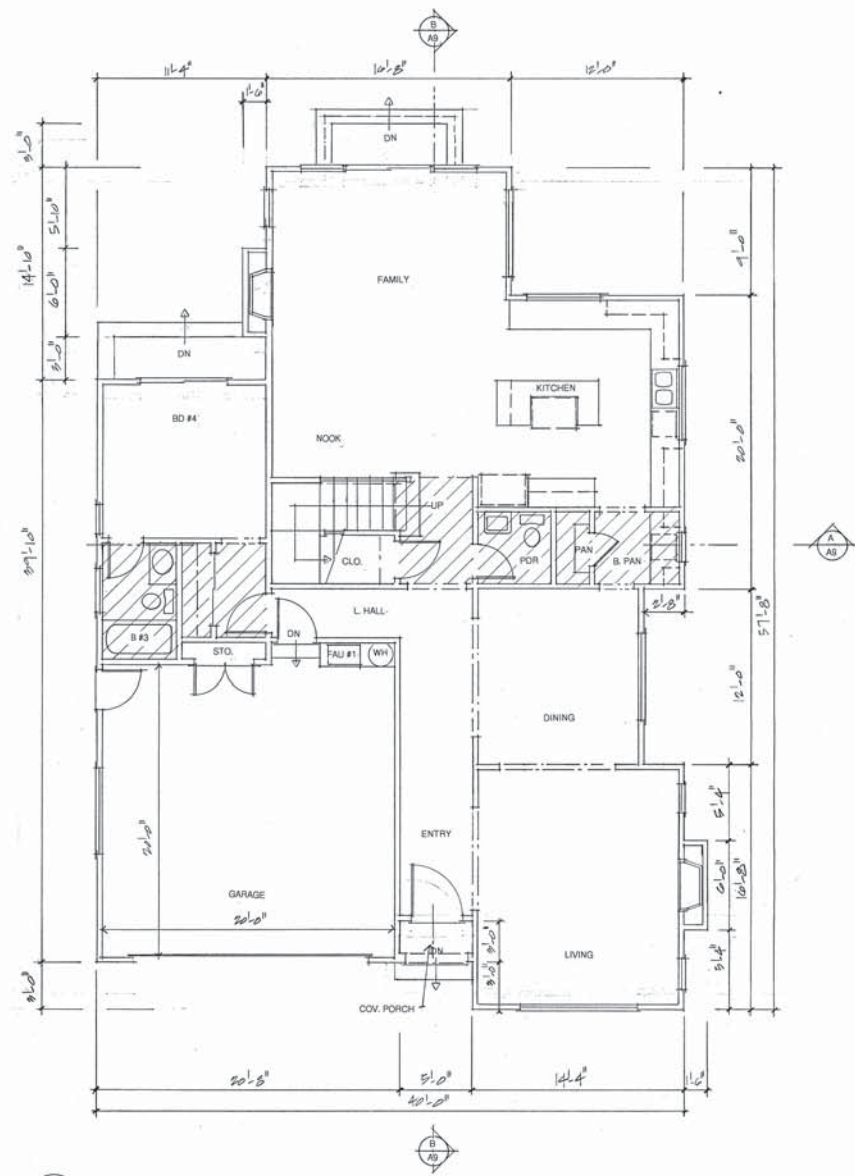
REVISIONS	



F. ASHRAFI
ARCHITECT
1381 VIRGINIA AVENUE
REDWOOD CITY, CA 94061
650.633.4077

RONA MASKAN, LLC
1911 MENALTO AVE., 'A'
MENLO PARK, CA.

DATE:	6-18-16
SCALE:	1/4" = 1'-0"
DRAWN BY:	FA
DATE:	10/15/14
SHEET:	A5
OF:	



LOWER FLOOR PLAN

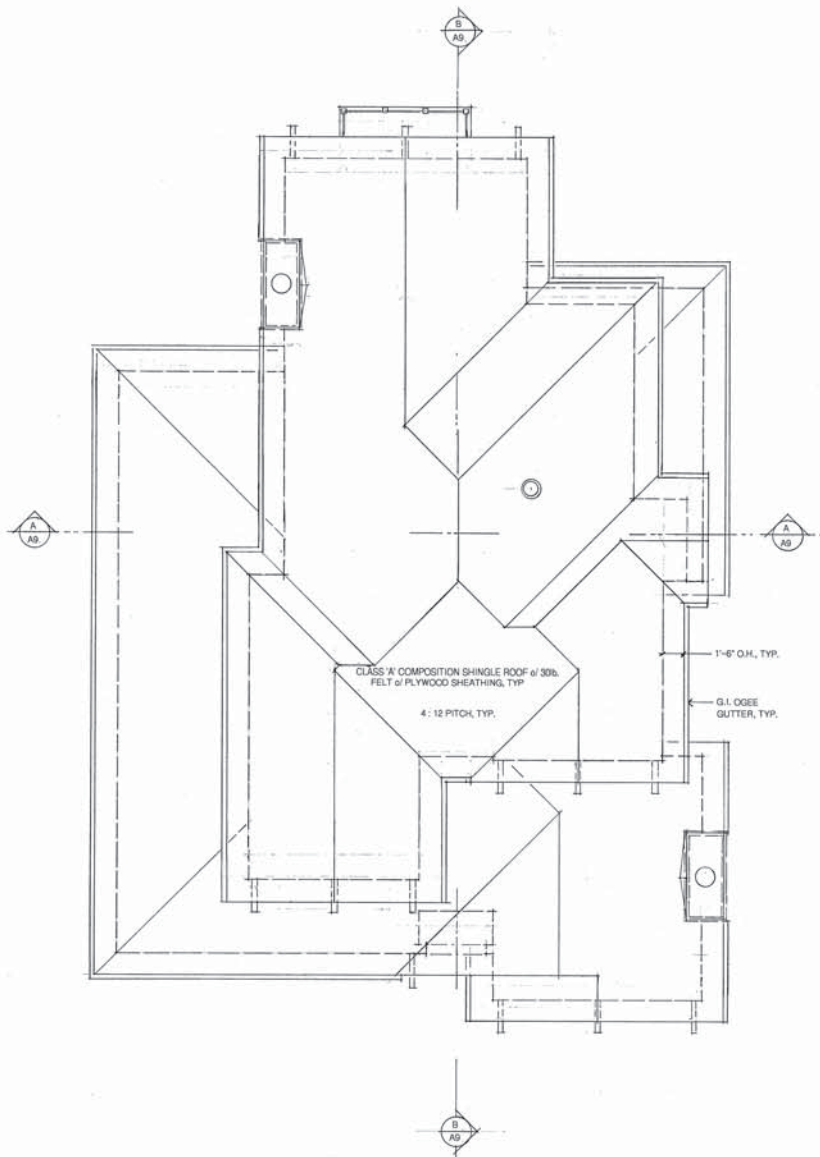


REVISIONS

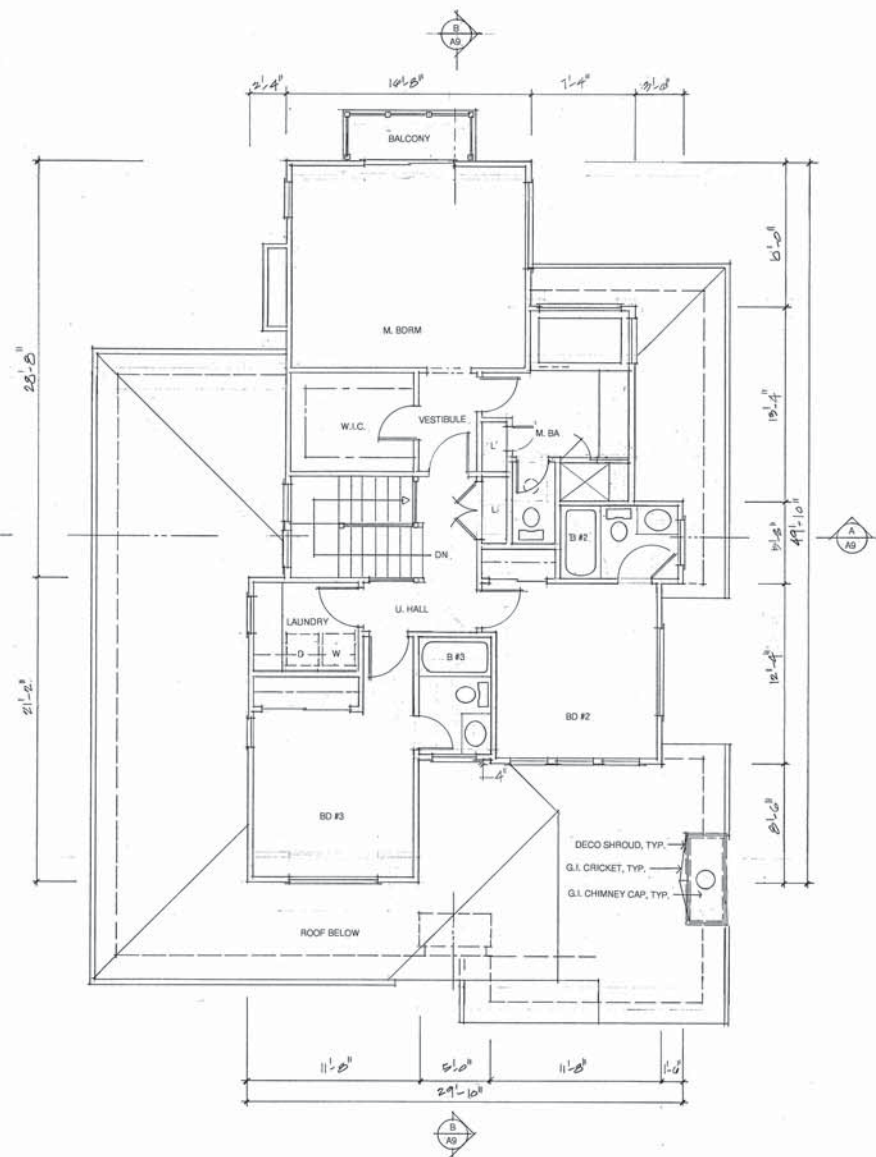
F. ASHRAFI ARCHITECT
 1331 VIRGINIA AVENUE
 REDWOOD CITY, CA 94061
 650.533.4077

RONA MASKAN, LLC
 1911 MENALTO AVE., 'B'
 MENLO PARK, CA.

DATE:	0-10-15
SCALE:	1/4" = 1'-0"
DRAWN BY:	FA
JOB:	18157
SHEET:	A6



ROOF PLAN



UPPER FLOOR PLAN

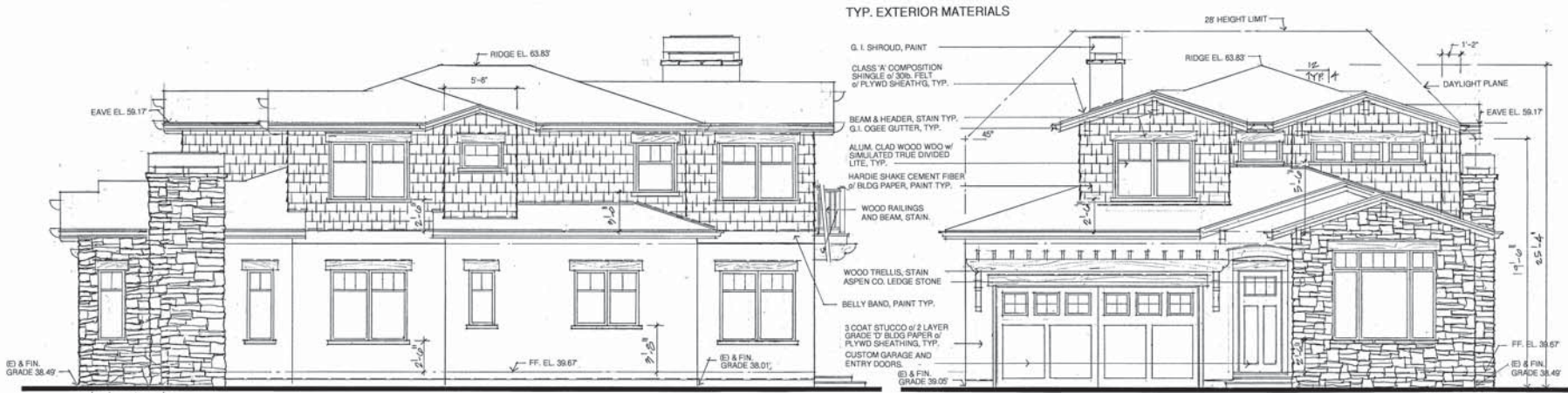
REVISIONS	



**F. ASHRAFI
ARCHITECT**
1311 VIGORLA AVENUE
REDWOOD CITY, CA 94061
650.533.4077

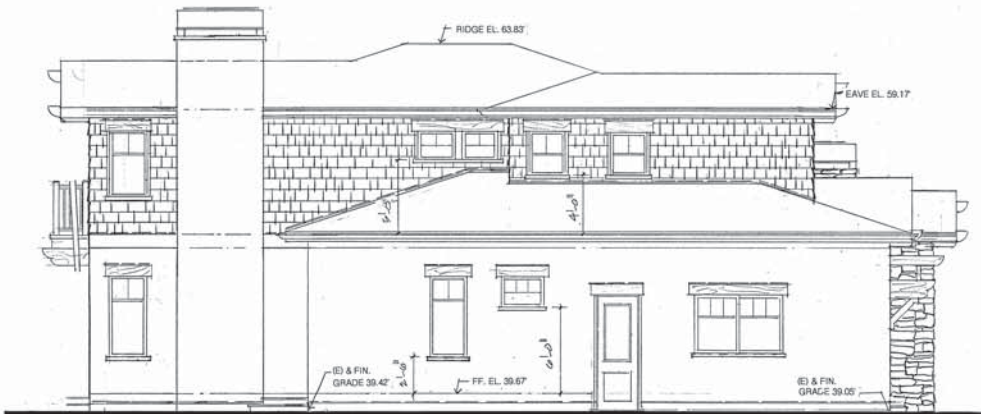
RONA MASKAN, LLC
1911 MENALTO AVE., 'B'
MENLO PARK, CA.

DATE:	6-13-15
SCALE:	1/4" = 1'-0"
DRAWN BY:	FA
DATE:	10/15/14
SHEET:	A7

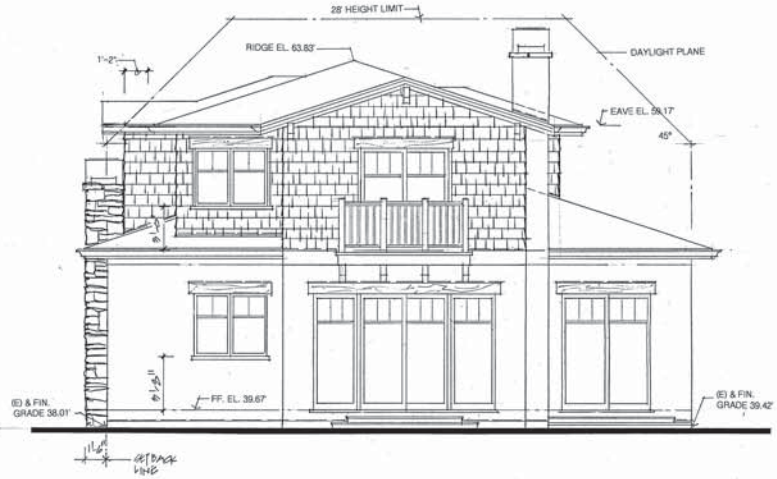


RIGHT SIDE ELEVATION

FRONT ELEVATION



LEFT SIDE ELEVATION



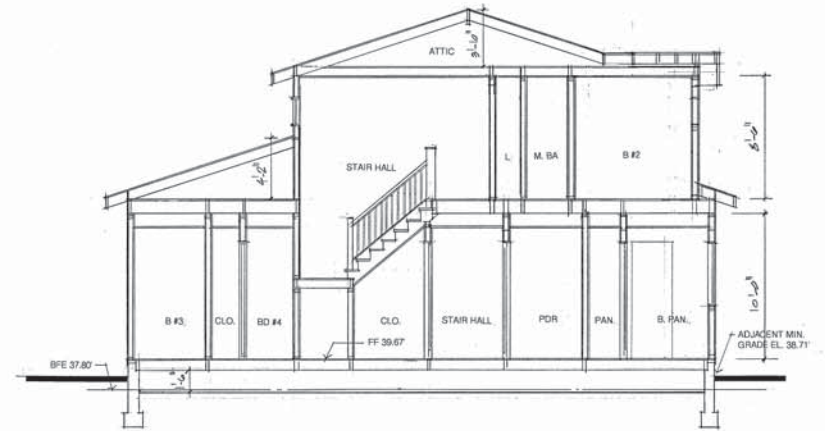
REAR ELEVATION

REVISIONS	

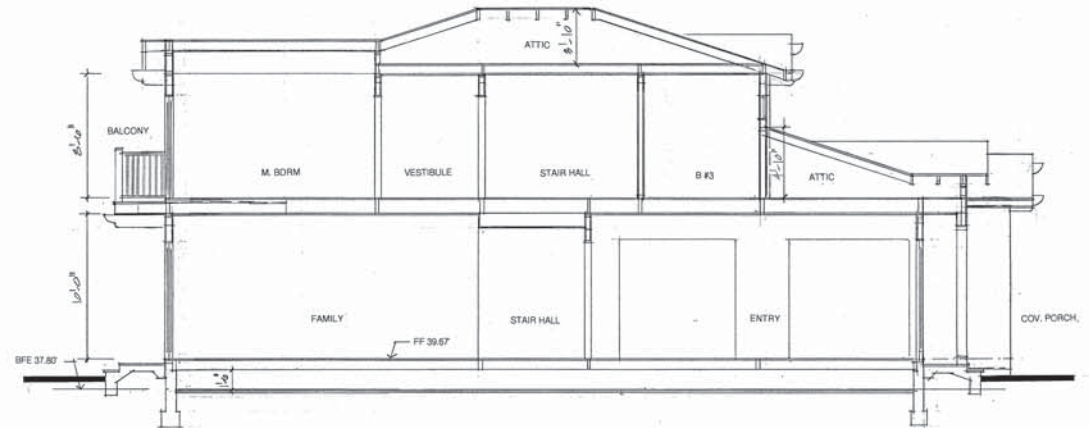


RONA MASKAN, LLC
 1911 MENALTO AVE., 'B'
 MENLO PARK, CA.

DATE:	6-18-15
SCALE:	1/8" = 1'-0"
DRAWN BY:	PA
DATE:	10/29
PROJECT:	A8



SECTION A - A



SECTION B - B

NOTE: ALL GRADES TO REMAIN NATURAL.

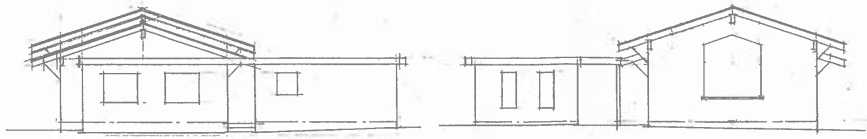
FLOOD PLANE EL. 37.80

REVISIONS

**F. ASHRAFI
ARCHITECT**
1311 VANDERBILT AVENUE
REDWOOD CITY, CA 94061
650.593.4077

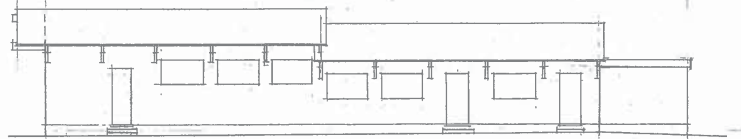
RONA MASKAN, LLC
1911 MENALTO AVE., 'B'
MENLO PARK, CA.

DATE:	6-18-15
DRAWN:	h.ashrafi
CHECKED:	FA
JOB:	151599
SHEET:	A9

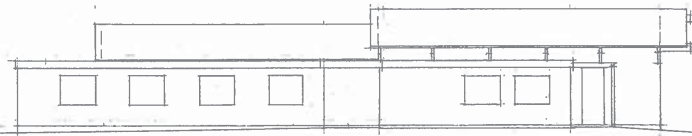


REAR ELEVATION

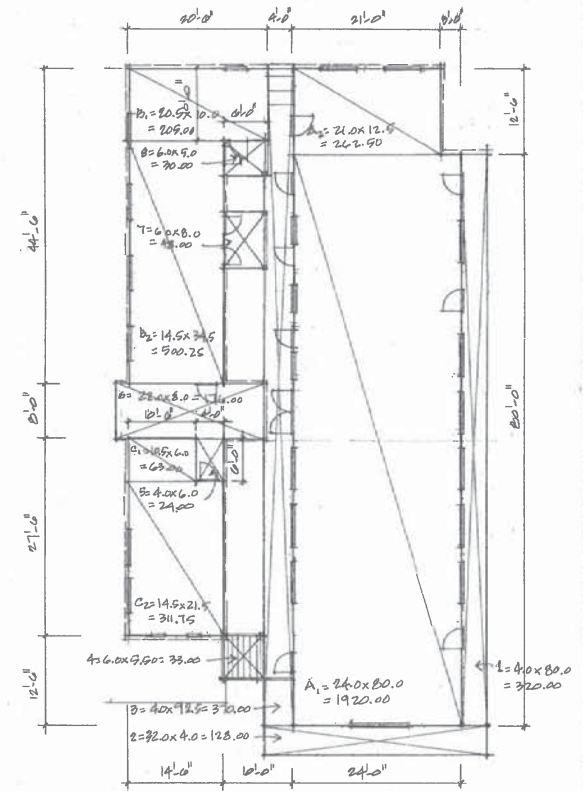
FRONT ELEVATION



RIGHT SIDE ELEVATION



LEFT SIDE ELEVATION



(E) FLOOR PLAN



(E) FLOOR AREA:
 $A_1 = 24.00 \times 80.00 = 1920.00$
 $A_2 = 21.00 \times 12.50 = 262.50$
 $B_1 = 20.50 \times 10.00 = 205.00$
 $B_2 = 14.50 \times 34.50 = 500.25$
 $C_1 = 10.50 \times 8.00 = 83.00$
 $C_2 = 14.50 \times 21.50 = 311.75$
TOTAL = 3282.50 SF

(E) COVERAGE:
 (E) FLR AREA = 3282.50
 $1 = 4.00 \times 80.00 = 320.00$
 $2 = 32.00 \times 4.00 = 128.00$
 $3 = 4.00 \times 82.50 = 330.00$
 $4 = 8.00 \times 5.50 = 44.00$
 $5 = 22.00 \times 8.00 = 176.00$
 $6 = 4.00 \times 8.00 = 32.00$
 $7 = 8.00 \times 8.00 = 64.00$
 $8 = 8.00 \times 5.00 = 40.00$
TOTAL = 4391.50 SF

REVISIONS



F. ASHRAFI
 ARCHITECT
 1801 VICTORIA AVENUE
 REDWOOD CITY, CA 94061
 415.964.3344

RONA MASKAN, LLC
 1911 MENALTO AVE.,
 MENLO PARK, CA.

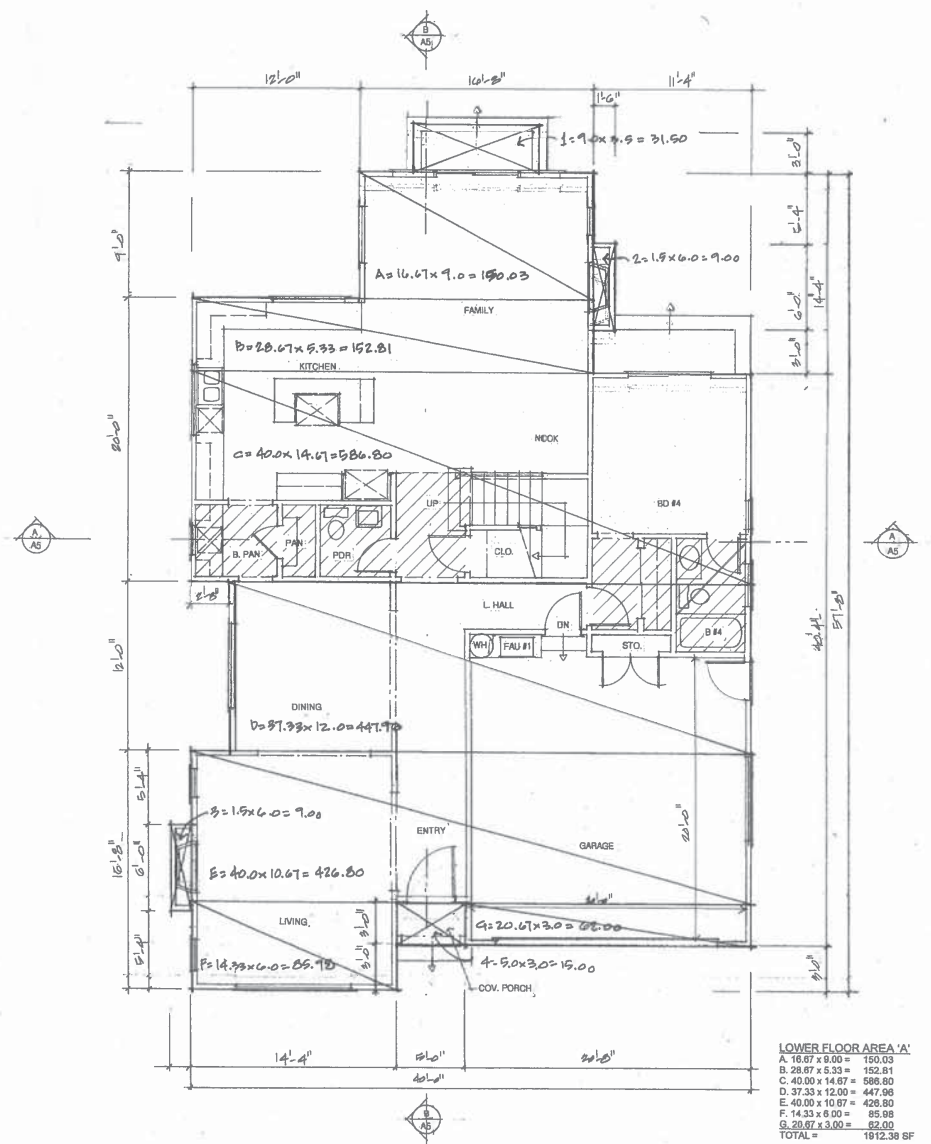
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SCALE:	1/8" = 1'-0"
DRAWN BY:	FA
CHECK:	FA
DATE:	10/15/15
DATE:	

A1.2
 AREA CALC.
 on

REVISIONS



RONA MASKAN, LLC
1911 MENALTO AVE., 'A'
MENLO PARK, CA.



LOWER FLOOR AREA 'A'

A	16.67 x 9.00 =	150.03
B	28.87 x 5.33 =	152.81
C	40.00 x 14.67 =	586.80
D	37.33 x 12.00 =	447.96
E	40.00 x 10.67 =	426.80
F	14.33 x 6.00 =	85.98
G	29.67 x 3.00 =	89.00
TOTAL		1912.38 SF

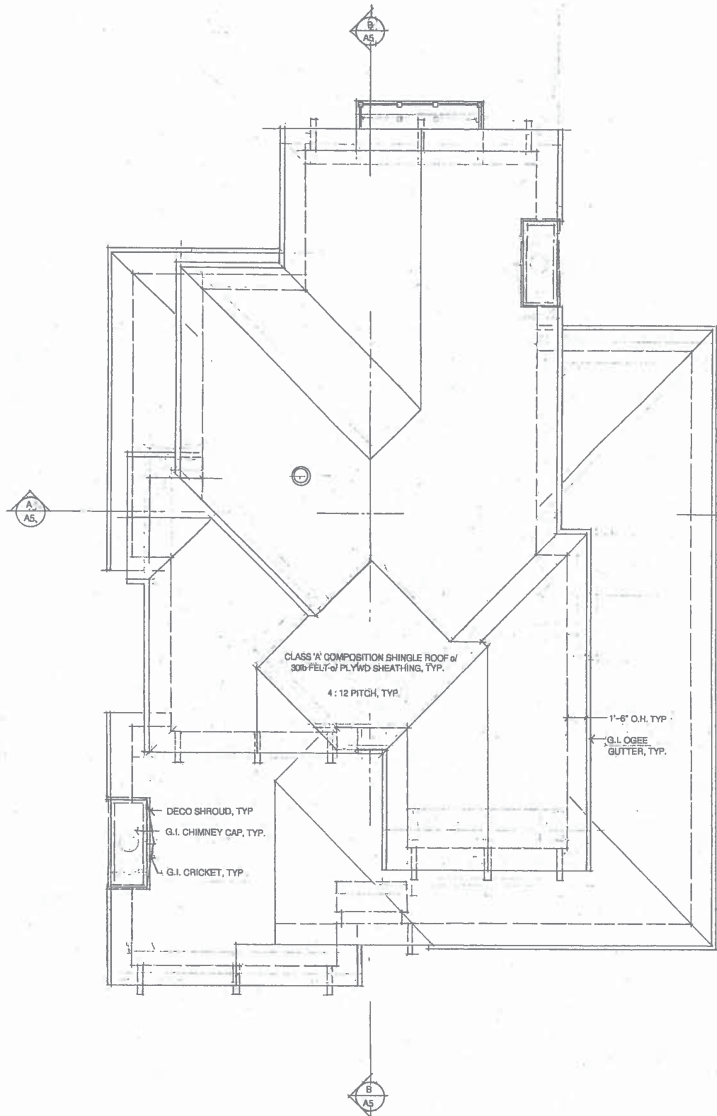
LOWER FLOOR PLAN

LOT COVERAGE 'A'

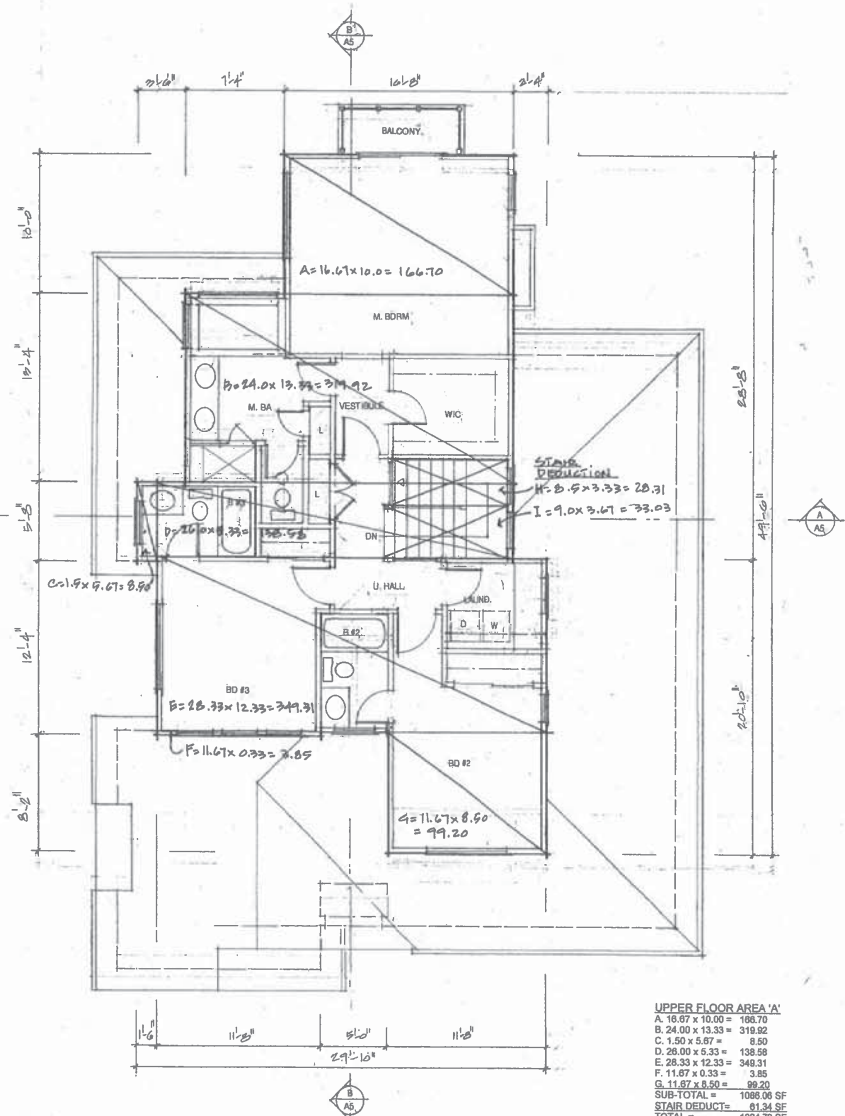
L. FLR. AREA =	1912.38 SF
1. 9.00 x 3.50 =	31.50
2. 1.50 x 8.00 =	9.00
3. 1.50 x 8.00 =	9.00
4. 5.00 x 3.00 =	15.00
TOTAL =	1976.88 SF

DATE: 6-18-15
SCALE: 1/4" = 1'-0"
DRAWN BY: RKA
JOB: 15159

DRAWN BY: RKA
CHECKED BY: [Signature]
AREA CALC. [Signature]
DATE: 6-18-15



ROOF PLAN



UPPER FLOOR PLAN

UPPER FLOOR AREA 'A'

A.	16.67 x 10.00 =	166.70
B.	24.00 x 13.33 =	319.92
C.	1.50 x 5.87 =	8.80
D.	28.00 x 6.33 =	177.24
E.	28.33 x 12.33 =	349.31
F.	11.87 x 0.33 =	3.92
G.	11.87 x 8.50 =	100.89
SUB-TOTAL =		1066.06 SF
STAIR DEDUCT =		81.34 SF
TOTAL =		1024.72 SF

STAIR DEDUCTION

H.	8.50 x 3.33 =	28.31 SF
I.	9.00 x 3.67 =	33.03 SF
TOTAL =		81.34 SF

REVISIONS



F. ASHRAFI
ARCHITECT
1381 VIRGINIA AVENUE
BETHWOOD CITY, CA 94011
650.653.4077

RONA MASKAN, LLC
1911 MENALTO AVE., 'A'
MENLO PARK, CA.

DATE:	6-18-15
SCALE:	1/4" = 1'-0"
DRAWN BY:	FA
APP:	15159
DATE:	

A3
AREA CALC.
-OR-

REVISIONS



F. ASHRAFI
ARCHITECT
1351 VICTORIA AVENUE
REDWOOD CITY, CA 94061
(650) 633-4077

RONA MASKAN, LLC
1911 MENALTO AVE., 'B'
MENLO PARK, CA.

DATE: 6-28-15

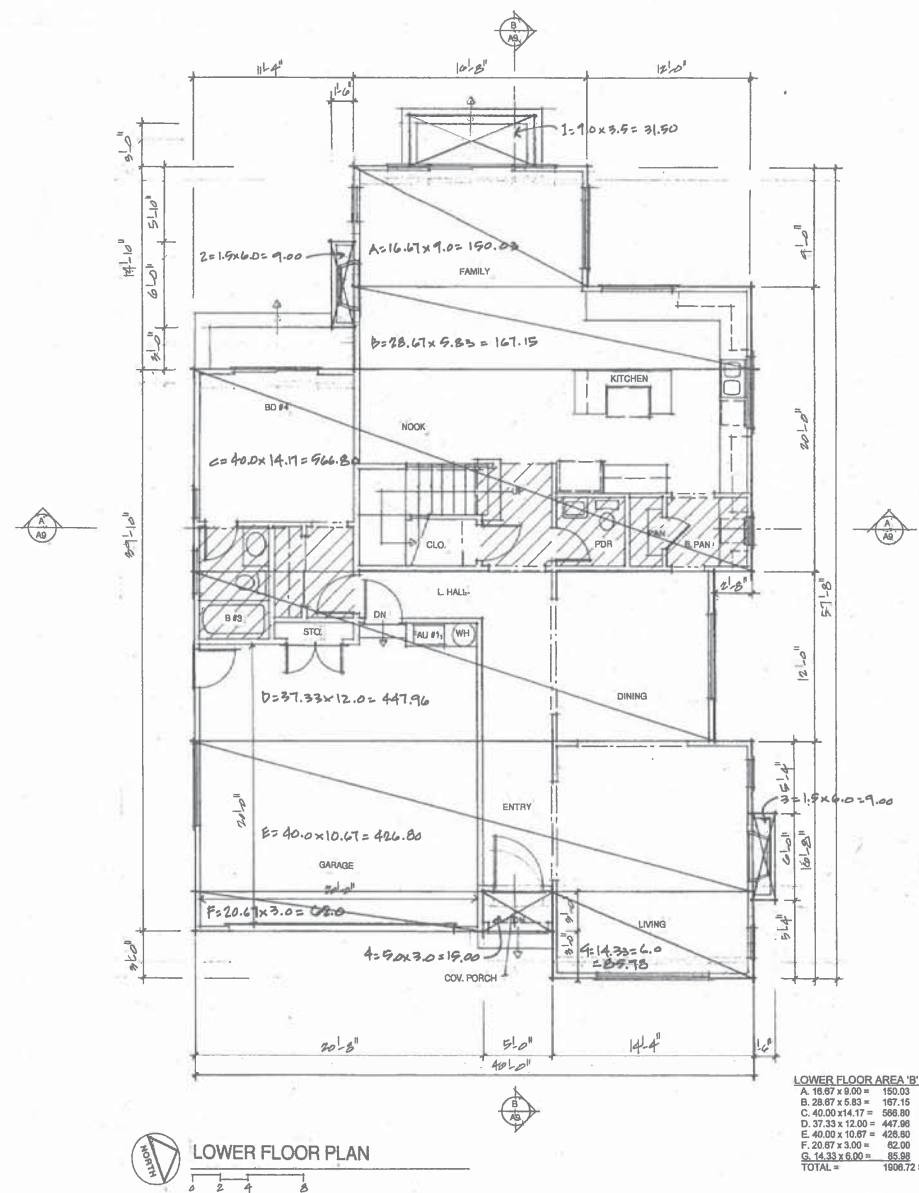
SCALE: 1/4" = 1'-0"

DRAWN BY: PA

JOB: 15159

SHEET:

A6
AREA CALC.



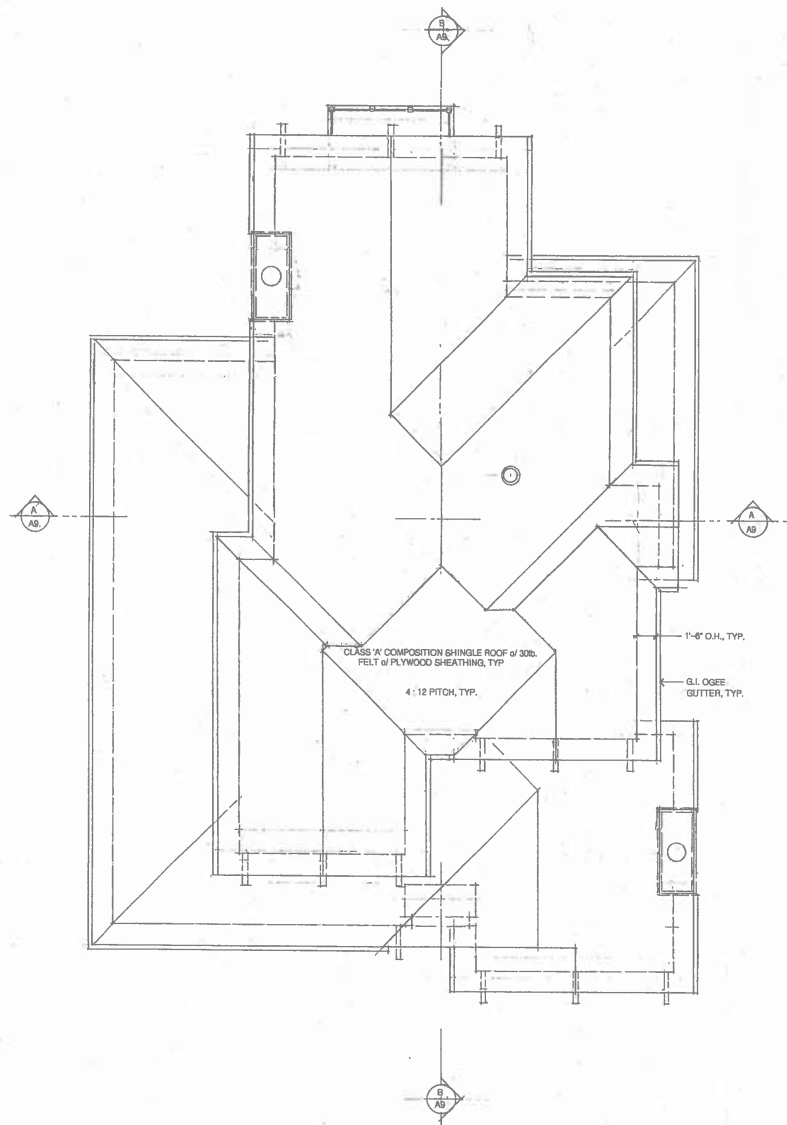
LOWER FLOOR PLAN

LOWER FLOOR AREA 'B'

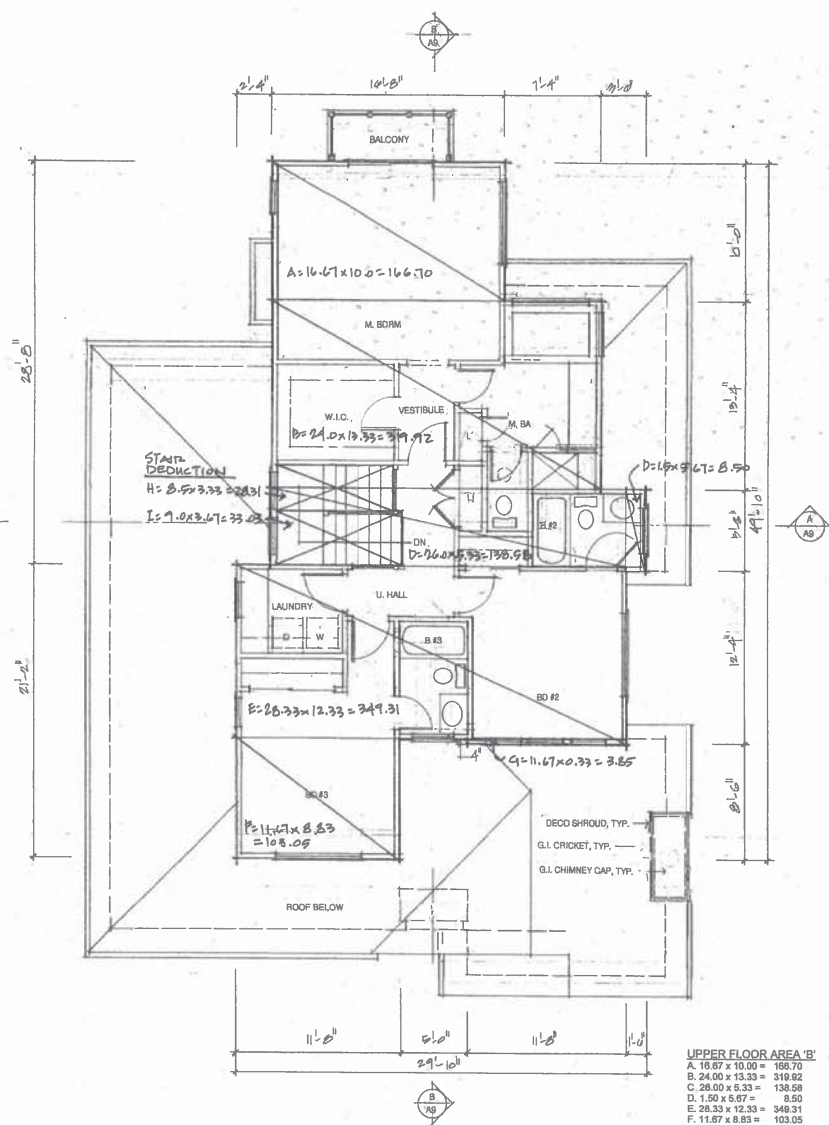
A.	16.67 x 9.00 =	150.03
B.	28.67 x 5.83 =	167.15
C.	40.00 x 14.17 =	566.80
D.	37.33 x 12.00 =	447.96
E.	40.00 x 10.67 =	426.80
F.	20.67 x 3.00 =	62.00
G.	14.33 x 4.00 =	57.33
H.	1.50 x 6.00 =	9.00
I.	10.00 x 3.50 =	31.50
TOTAL =		1906.72 SF

LOT COVERAGE 'B'

L.	FLR. AREA =	1906.72 SF
1.	8.00 x 3.50 =	31.50
2.	1.50 x 6.00 =	9.00
3.	1.50 x 8.00 =	9.00
4.	5.00 x 3.00 =	15.00
TOTAL =		1971.22 SF



ROOF PLAN



UPPER FLOOR PLAN

UPPER FLOOR AREA 'A'

A	16.67 x 10.00 =	166.70
B	24.00 x 13.33 =	319.92
C	28.00 x 5.33 =	149.24
D	1.50 x 5.67 =	8.50
E	28.33 x 12.33 =	349.31
F	11.67 x 8.83 =	103.05
G	11.67 x 0.33 =	3.85
SUB-TOTAL		1028.91 SF
STAIR DEDUCT		61.34 SF
TOTAL		1028.57 SF

STAIR DEDUCTION

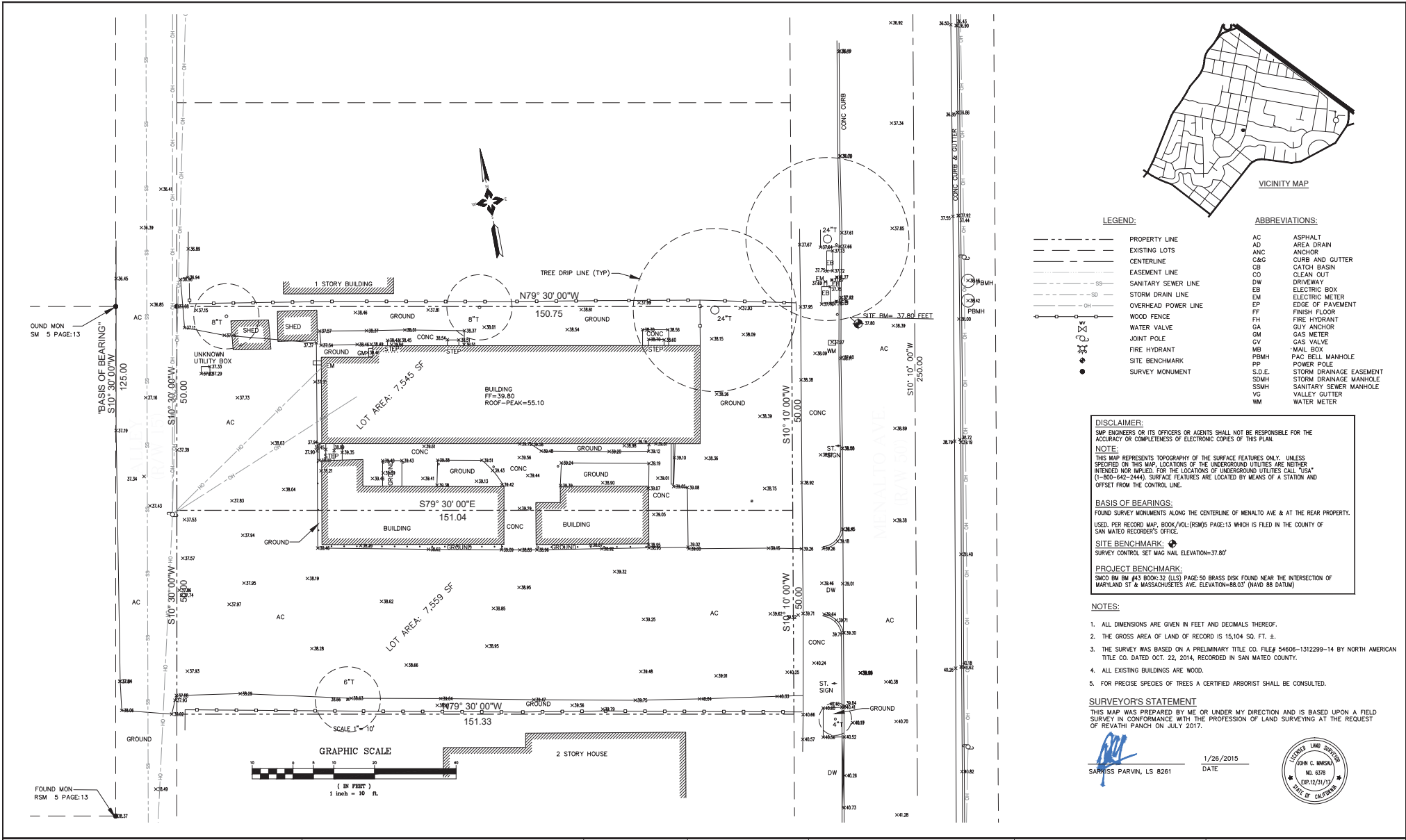
H	8.50 x 3.33 =	28.31 SF
I	9.00 x 3.67 =	33.03 SF
TOTAL		61.34 SF

REVISIONS

F. ASHRAFI
ARCHITECT
1311 VIRGINIA AVENUE
REDWOOD CITY, CA 94061
650.833.4077

RONA MASKAN, LLC
1911 MENALTO AVE., 'B'
MENLO PARK, CA.

DATE: 6-15-16
SCALE: 1/4" = 1'-0"
DRAWN BY: PA
JOB: 1915A
SHEET: A7
AREA CALC.
BY:



1911 MENALTO AVE.
MENLO PARK CA
APN: 002-354-150



SMP ENGINEERS
CIVIL ENGINEERS—LAND SURVEYORS
1534 Carob Lane Los Altos, CA 94024
Tel. (650) 941-8055 Fax (650) 941-8755

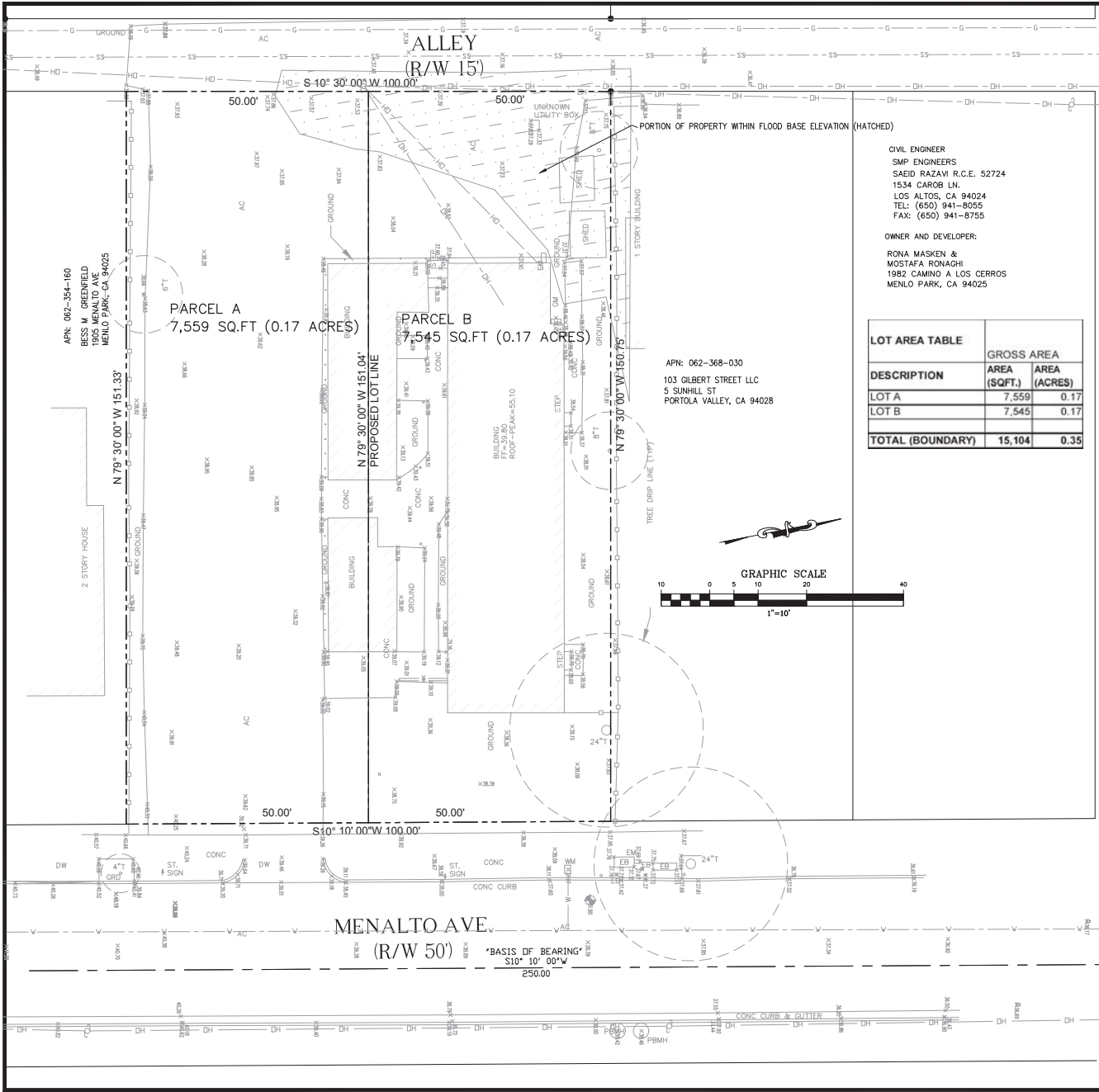
Scale: 1" = 10'
Prepared by: J.N.
Checked by: S.R.
Date: 1/26/2015
Project No: 215008

TOPOGRAPHIC SURVEY MAP

Sheet No: T-1

REVISIONS	DESIGN DATE	DESIGN DATE	CITY APPR.	APPR. DATE

CITY OF MENLO PARK

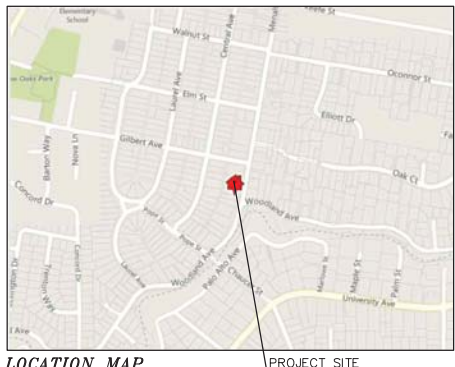


TENTATIVE MAP FOR TWO (2) LOT SUBDIVISION 1911 MENALTO AVE., MENLO PARK, CA 94025

A PORTION OF LOT 14 AND ALL OF LOTS 15 AND 16, IN BLOCK 3, AS SHOWN ON THAT CERTAIN MAP ENTITLED "MAP OF CO-OPERATIVE LAND & TRUST CO. TRACT SUBDIVISION NO. ONE OF NORTH PALO ALTO, SAN MATEO CO. CAL.", FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN MATEO COUNTY, AND LYING ENTIRELY WITHIN THE CITY OF MENLO PARK COUNTY OF SAN MATEO STATE OF CALIFORNIA

SCALE: 1"=10' SEPTEMBER 2017

**SMP ENGINEERS
CIVIL ENGINEERS**
1534 CAROB LANE
LOS ALTOS, CA 94024



LOT AREA TABLE	GROSS AREA	
	AREA (SQFT.)	AREA (ACRES)
LOT A	7,559	0.17
LOT B	7,545	0.17
TOTAL (BOUNDARY)	15,104	0.35

LOCATION MAP

N.T.S.

SHEET INDEX:

- TM-1 TENTATIVE MAP
- TM-2 STORMWATER MANAGEMENT CONTROL PLAN--PROVISION C.3
- TM-3 PRELIMINARY GRADING AND DRAINAGE PLAN
- TM-4 PRELIMINARY UTILITY PLAN
- TM-5 CROSS SECTIONS
- TM-6 DETAILS

BASIS OF BEARINGS:

FOUND SURVEY MONUMENTS ALONG THE CENTERLINE OF MENALTO AVE. RECORD INFORMATION WAS USED. FOR RECORD MAP, BOOK/VOL.(RM)'S PAGE:13 WHICH IS FILED IN THE COUNTY OF SAN MATEO RECORDER'S OFFICE.

SITE BENCHMARK:

SURVEY CONTROL SET MAG NAIL ELEVATION=37.80'

BASIS OF ELEVATION:

NGS BM JDC-6890
BRASS DISK FOUND
ELEVATION=9.35' (NAVD 88 DATUM)

GENERAL INFORMATION

1. EXISTING APN: 062-354-150
2. EXISTING ZONING: R-1U
3. EXISTING USE: CHURCH
4. PROPOSED USE: RESIDENTIAL, 2 SINGLE FAMILY HOMES
5. EXISTING BUILDINGS: ALL EX. BUILDINGS ARE TO BE REMOVED.
6. EXISTING USE OF ADJACENT PROPERTIES: RESIDENTIAL, SINGLE FAMILY.
7. WATER: MENLO PARK MUNICIPAL WATER DISTRICT
8. FIRE PROTECTION: MENLO PARK FIRE PROTECTION DISTRICT
9. SANITARY SEWER: WEST BAY SANITARY DISTRICT
10. POWER AND GAS: PACIFIC GAS AND ELECTRIC
11. TELEPHONE: AT&T
12. FLOOD ZONE: AE
13. BASE FLOOD ELEVATION 37.8'

LEGEND AND ABBREVIATIONS

- DISTINCTIVE BORDER LINE
- STREET CENTER LINE
- PROPOSED LOT LINE
- OTHER LOTS PROPERTY LINE
- PRIVATE INGRESS AND EGRESS EASEMENT
- PUE PRIVATE UTILITY EASEMENT
- PSDE PRIVATE STORM DRAINAGE EASEMENT
- PSSE PRIVATE SANITARY SEWER EASEMENT



OWNER:
RONA MASKEN
MOSTAFA RONAGHI
1982 CAMINO A LOS CERROS
MENLO PARK, CA 94025

COPYRIGHT © 2015
SMP ENGINEERS
CIVIL ENGINEERS

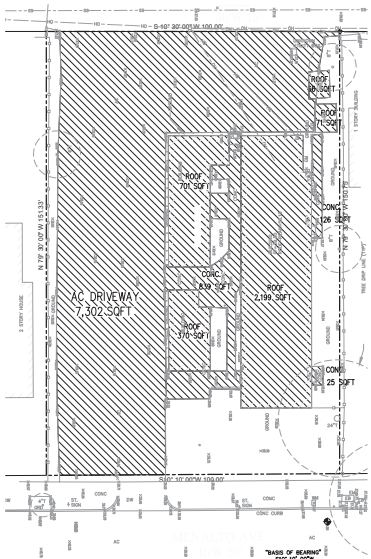
TENTATIVE MAP
TWO (2) LOT SUBDIVISION
APN: 062-354-150
1911 MENALTO AVE., MENLO PARK, CA 94025
TENTATIVE MAP

Revisions:



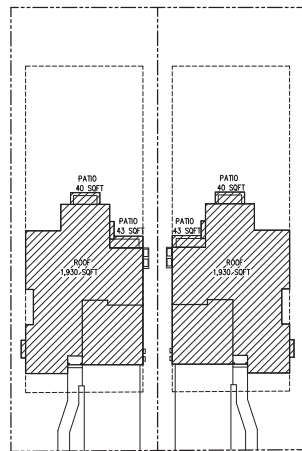
Date: 9/19/2017
Scale: 1"=10'
Prepared by: V.G.
Checked by: S.R.
Job #: 215008

Sheet: **1 OF 6**
TM-1



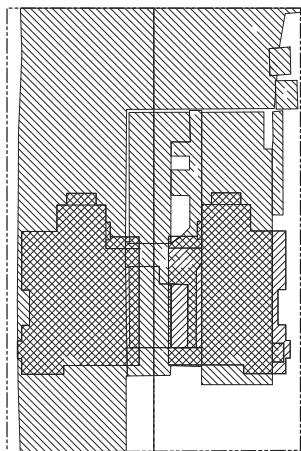
EXISTING IMPERVIOUS AREAS

1"=20'



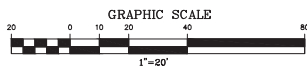
NEW IMPERVIOUS AREAS

1"=20'



IMPERVIOUS AREAS WORKSHEET CALCULATION

1"=20'

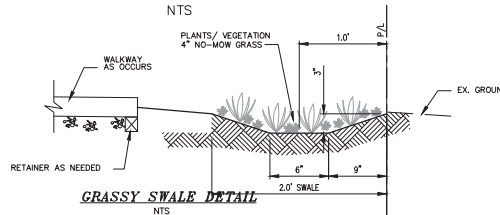
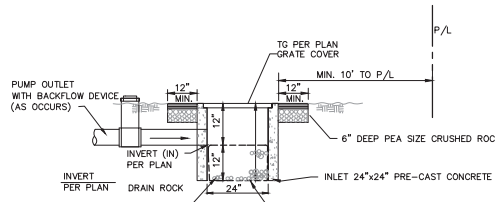


- EX. IMPERVIOUS AREA TO BE REPLACED W/ (N) IMPERVIOUS AREA (ITEM "C") AREA 3,842 SQ.FT.
- EX. IMPERVIOUS AREA TO BE REPLACED W/ (N) IMPERVIOUS AREA (ITEM "F") AREA 184 SQ.FT.
- EX. IMPERVIOUS AREA TO BE REPLACED W/ (N) IMPERVIOUS AREA (ITEM "H") AREA 7,857 SQ.FT.

ON-SITE IMPERVIOUS AREAS:	
PRE-DEVELOPMENT:	
DESCRIPTION	AREA
BUILDING	3,407 SQ.FT.
DRIVEWAY	7,302 SQ.FT.
PATIO	0 SQ.FT.
WALKWAY	990 SQ.FT.
POOL	0 SQ.FT.
OTHER	0 SQ.FT.
TOTAL	11,699
POST-DEVELOPMENT:	
DESCRIPTION	AREA
BUILDING	3,860 SQ.FT.
DRIVEWAY	0 SQ.FT.
PATIO	166 SQ.FT.
WALKWAY	0 SQ.FT.
POOL	0 SQ.FT.
OTHER	0 SQ.FT.
TOTAL	4,026
TOTAL CHANGE	-7,673

IMPERVIOUS AREA CALCULATION (CITY IMPERVIOUS AREA WORKSHEET)		
A	15,104 SQ.FT.	TOTAL AREA OF PARCEL
B	3,405 SQ.FT.	EXISTING PERVIOUS AREA
C	11,699 SQ.FT.	EXISTING IMPERVIOUS AREA
D	77 %	EXISTING % IMPERVIOUS
E	3,842 SQ.FT.	EXISTING IMPERVIOUS AREA TO BE REPLACED W/ NEW IMPERVIOUS AREA
F	184 SQ.FT.	EXISTING PERVIOUS AREA TO BE REPLACED W/ NEW IMPERVIOUS AREA
G=E+F	4,026 SQ.FT.	NEW IMPERVIOUS AREA (CREATING OR REPLACING)
H	7,857 SQ.FT.	EXISTING IMPERVIOUS AREA TO BE REPLACED W/ NEW PERVIOUS AREA
I=H	-7,673 SQ.FT.	NET CHANGE IN IMPERVIOUS AREA
J=B-I	11,078 SQ.FT.	PROPOSED PERVIOUS AREA
K	4,026 SQ.FT.	PROPOSED IMPERVIOUS AREA
J+K	15,104 SQ.FT.	VERIFY THAT J+K=A
L	27 %	PROPOSED PERCENTAGE IMPERVIOUS

BACKFLOW DEVICE CONNECTION TO BUBBLER



C.3 STORMWATER CONTROL NOTES

POST-CONSTRUCTION STORMWATER CONTROLS

The following measures shall be implemented to ensure that the stormwater runoff from the project site does not contribute to the degradation of water quality in the receiving water body. The measures shall be implemented in accordance with the City of Menlo Park Stormwater Management Plan and the California Stormwater Best Management Practices (BMP) Manual.

1. SITE DESIGN MEASURES:

- Minimize impervious areas.
- Minimize the use of concrete and asphalt.
- Minimize the use of paint and other synthetic materials.
- Control erosion and sediment.
- Use structural stormwater controls.

2. SOURCE CONTROL MEASURES:

Structural source controls are practices that prevent pollutant discharge and runoff at the source and keep pollutants from coming into contact with stormwater.

Structural source controls:

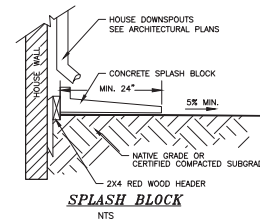
- Roof down spouts release to landscape or planting areas to convey and filter storm water before reaching the proposed dry well.
- Beneficial landscaping

Operational source controls:

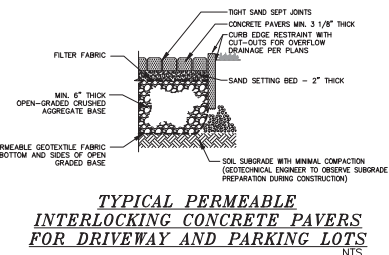
- Marking storm drain inlets with "No Dumping" message
- Regular inspection and cleaning of storm drain inlets, swales, splash pads, parking areas, etc.
- Driveway and parking lot sweeping

3. STORM WATER TREATMENT MEASURES:

• NOT APPLICABLE



SPLASH BLOCK
NTS



TYPICAL PERMEABLE
INTERLOCKING CONCRETE PAVERS
FOR DRIVEWAY AND PARKING LOTS
NTS
(ON PRIVATE PROPERTY ONLY)



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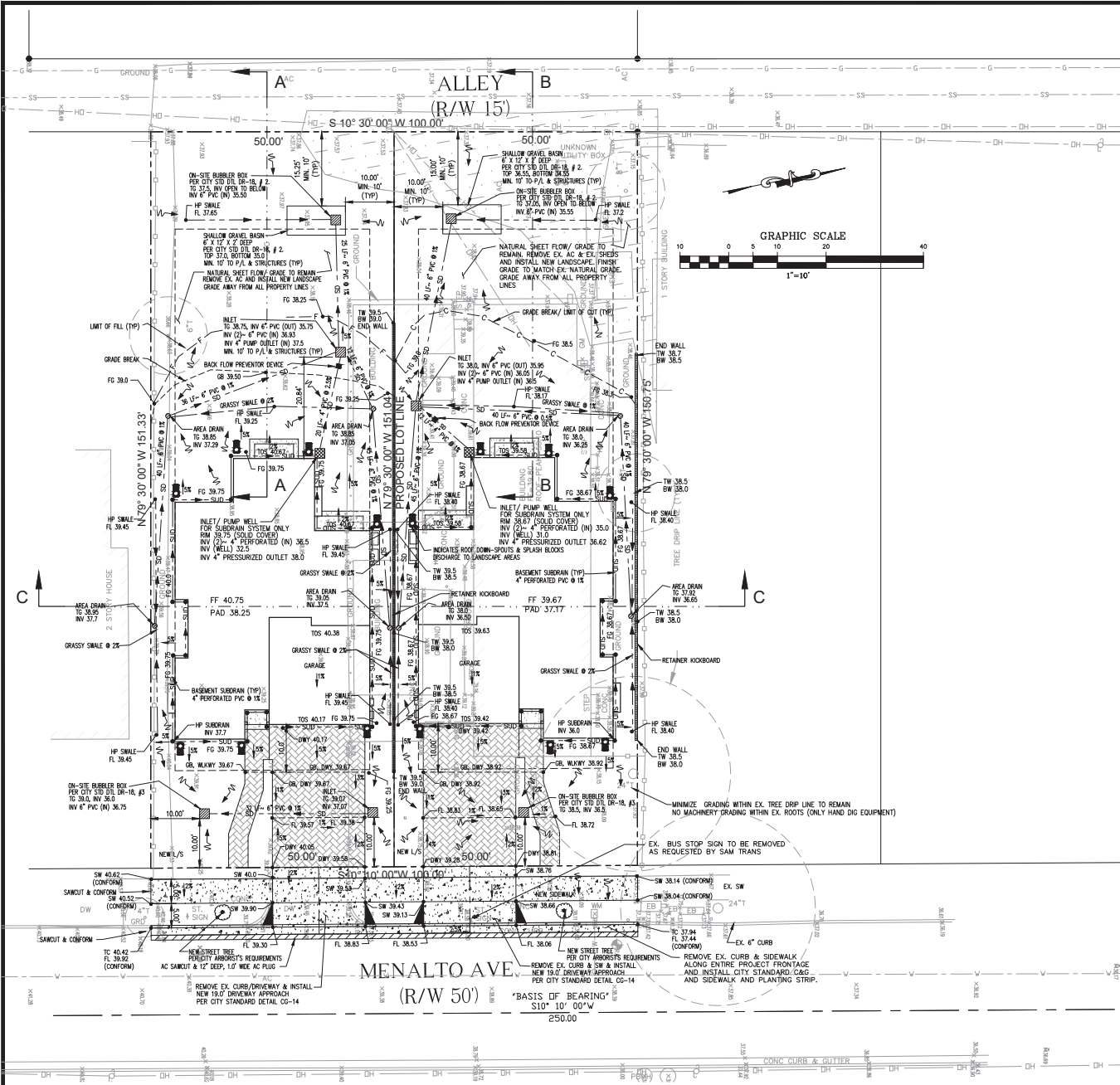
TENTATIVE MAP
TWO (2) LOT SUBDIVISION
APN: 062-364-150
1911 MENALTO AVE., MENLO PARK, CA 94025
STORMWATER MANAGEMENT CONTROL PLAN-PROVISION C.3

Revisions:

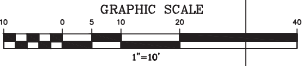


Date: 9/19/2017
Scale: AS NOTED
Prepared by: V.G.
Checked by: S.R.
Job #: 215008

Sheet: 2 OF 6
TM-2



ABBREVIATIONS			
DESCRIPTION	DESCRIPTION		
AB	AGGREGATE BASE (CLASS AS NOTED)	JP	JOINT POLE
AC	ASPHALT CONCRETE	MCN	MONUMENT
AD	AREA DRAIN	OC	ORIGINAL GROUND
BC	BELOW OFF	PB	PULL BOX
BD	BELOW OFF	PBY	POSSIBLE VAULT
BW	BACK OF WALK	E.P.L.	PROPERTY LINE
BWAL	BLACK WALNUT TREE	PP	POWER POLE
CFF	GARAGE FINISH FLOOR (BACK)	PPP	PLASTIC PERFORATED PIPE
CGL	CENTRALINE	PPS	PUBLIC SERVICE EASEMENT
CLSM	CENTRALINE SIDEWALK	P.P.V.	POLYVINYL CHLORIDE
CO	CLEANOUT	R/W	RIGHT OF WAY
CONC	CONCRETE	RCP	REINFORCED CONCRETE PIPE
CP	CONTROL POINT	SD	STORM DRAIN
DDW	DIRT DRIVEWAY	SS	SANITARY SEWER LINE
DI	DROP INLET	SSMH	SANITARY SEWER MANHOLE
DETAL	DAYLIGHT	SSMH	SANITARY SEWER MANHOLE
ELECT	ELECTRIC	SW	SIDEWALK
EP	EDGE OF PAVEMENT ELEVATION	TOB	TOP OF BANK
EUC	EUCALYPTUS TREE	TOE	TOP OF SLOPE
EX	EXISTING	TF	TOP OF FOUNDATION
FF	FINISHED FLOOR	TP	TOP OF PIPE
FG	FINISH GRADE	UG	UNDERGROUND GAS
FH	FIRE HYDRANT	USS	UNDERGROUND SANITARY SEWER
FL	FLOW LINE	UST	UNDERGROUND STORM DRAIN
FL	FLOW LINE	UT	UNDERGROUND TELEPHONE
FOG	FOG LINE	UN	UNDERGROUND WATER
GP	GRADE BREAK	UP	UNDERGROUND UTILITY
GFF	GARAGE FINISH FLOOR (FRONT)	WV	WATER VALVE
GUY	GUY WIRE	WL	WHITE LINE STRIPE
HP	HIGH POINT	WM	WATER METER
IP	IRON PIPE	WV	WATER VALVE
LIP	LIP OF GUTTER	YL	YELLOW LINE STRIPE
C&G	CURB AND GUTTER		



LEGEND

EXISTING	PROPOSED	DESCRIPTION
---	---	PROPERTY LINE
F	F	FILL AREA LIMIT
C	C	CUT AREA LIMIT
102	102	CONTOUR
W	W	WATER LINE
SD	SD	STORM DRAIN PIPE (SOLID)
SS	SS	SANITARY SEWER PIPE
SUB	SUB	SUBRAIN PIPE (PERFORATED)
OH	OH	OVERHEAD UTILITIES WITH POLE
G	G	GAS LINE
E	E	ELECTRIC LINE (UNDERGROUND)
JT	JT	JOINT TRENCH
SLV	SLV	STREET LIGHT VAULT
SSCO	SSCO	SANITARY SEWER CLEANOUT
SSMH	SSMH	SANITARY SEWER MANHOLE
SDMH	SDMH	STORM DRAIN MANHOLE
ELECT	ELECT	ELECTRIC
WM	WM	WATER METER
Tree with trunk symbol	Tree with trunk symbol	TREE WITH TRUNK
102.23	102.23	SPOT ELEVATION
Tree protection fence symbol	Tree protection fence symbol	TREE PROTECTION FENCE 5' TALL CHAIN LINK
Grassy swale symbol	Grassy swale symbol	GRASSY SWALE
Arrow symbol	Arrow symbol	DIRECTION OF FLOW IN PIPE
Circle with cross symbol	Circle with cross symbol	AREA DRAIN/ INLET
Circle with arrow symbol	Circle with arrow symbol	OVERLAND RELEASE PATH
Circle with slash symbol	Circle with slash symbol	GRADING DIRECTION
Circle with X symbol	Circle with X symbol	(E) TREE TO BE REMOVED
Circle with dot symbol	Circle with dot symbol	DOWN-SPOUT
Circle with star symbol	Circle with star symbol	POP-UP EMITTER



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OWNER:
RONA MASKEN
MOSTAFA RONAGHI
1982 CAMINO A LOS CERES
MENLO PARK, CA 94025

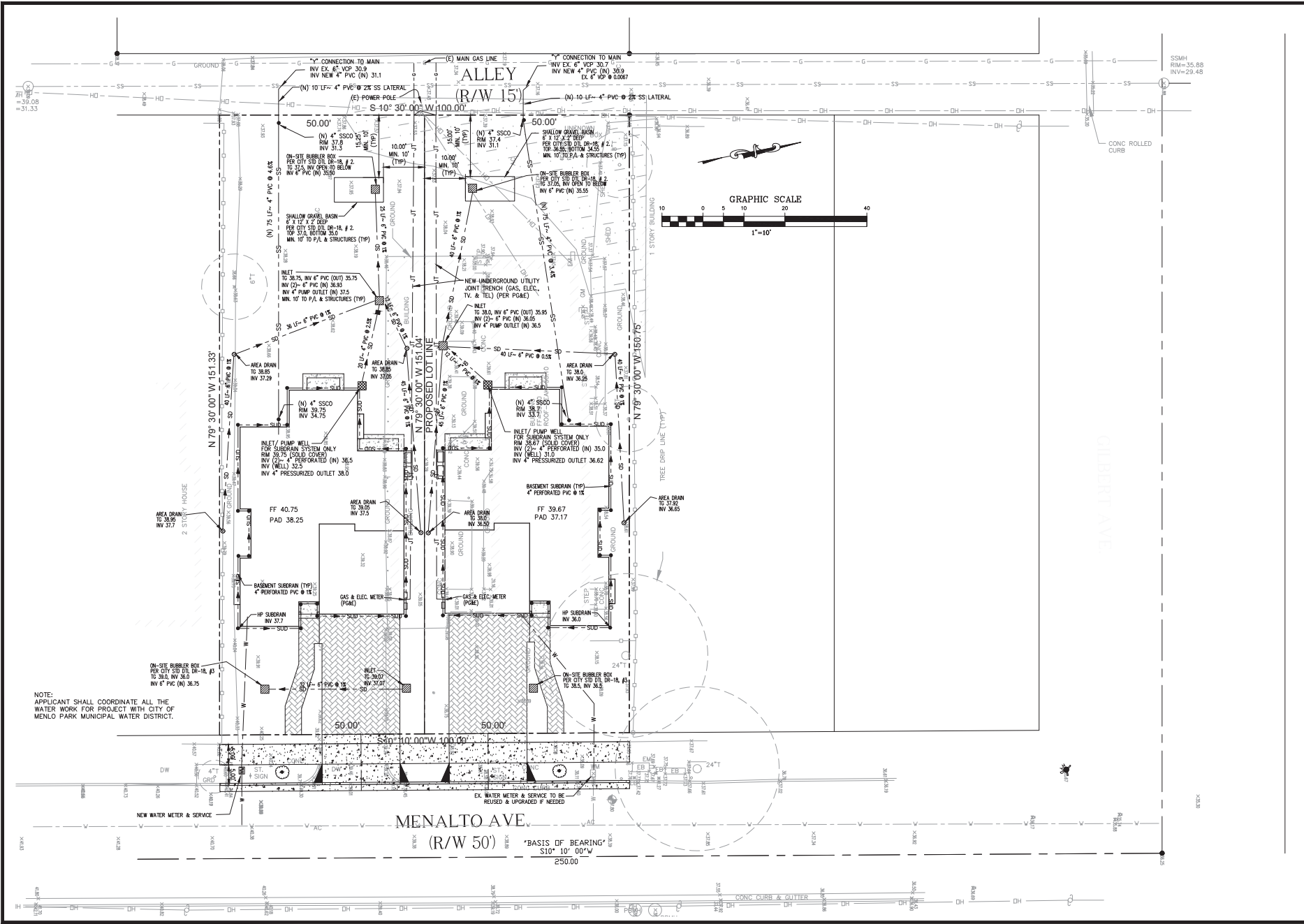
DATE: 9/19/2017
SCALE: 1"=10'
PREPARED BY: V.G.
CHECKED BY: S.R.
JOB #: 215008
SHEET: 3 OF 6

TENTATIVE MAP
TWO (2) LOT SUBDIVISION
APN: 062-364-150
191 MENALTO AVE., MENLO PARK, CA 94025
PRELIMINARY GRADING AND DRAINAGE PLAN



DATE: 9/19/2017
SCALE: 1"=10'
PREPARED BY: V.G.
CHECKED BY: S.R.
JOB #: 215008
SHEET: 3 OF 6

TM-3



NOTE:
 APPLICANT SHALL COORDINATE ALL THE
 WATER WORK FOR PROJECT WITH CITY OF
 MENLO PARK MUNICIPAL WATER DISTRICT.



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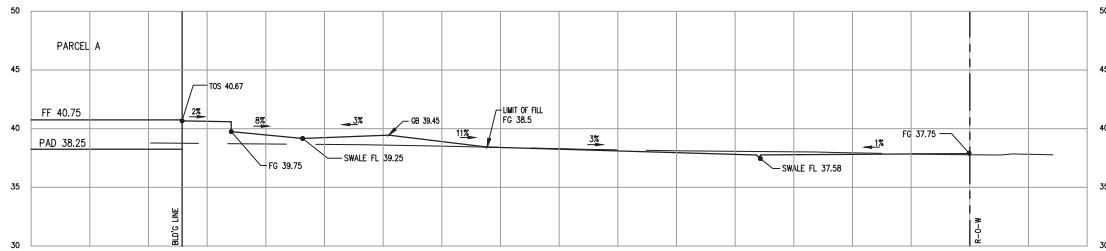
TENTATIVE MAP
 TWO (2) LOT SUBDIVISION
 APN: 062-364-150
 1911 MENALTO AVE., MENLO PARK, CA 94025
 PRELIMINARY UTILITY PLAN

Revisions:

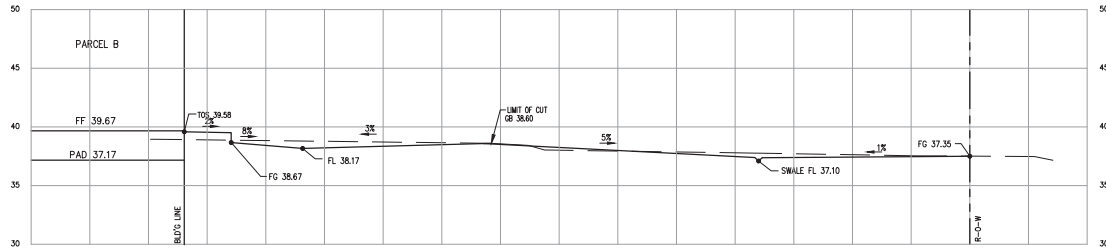


Date: 9/19/2017
 Scale: 1"=10'
 Prepared by: V.G.
 Checked by: S.R.
 Job #: 215008

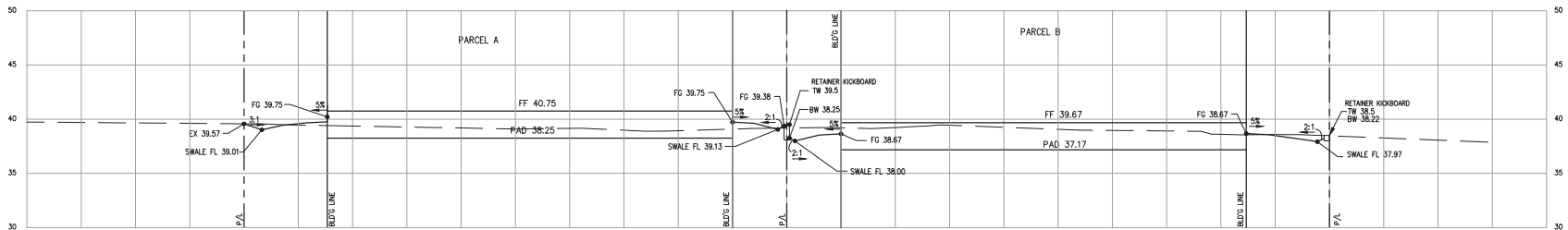
Sheet:
 4 OF 6
 TM-4



SECTION A-A
SCALE H/V: 1" = 5'



SECTION B-B
SCALE H/V: 1" = 5'



SECTION C-C
SCALE H/V: 1" = 5'



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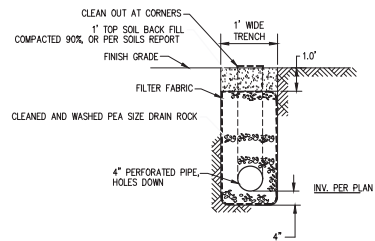
TENTATIVE MAP
TWO (2) LOT SUBDIVISION
APN: 062-354-150
1911 MENALTO AVE., MENLO PARK, CA 94025
CROSS SECTIONS

Revisions:

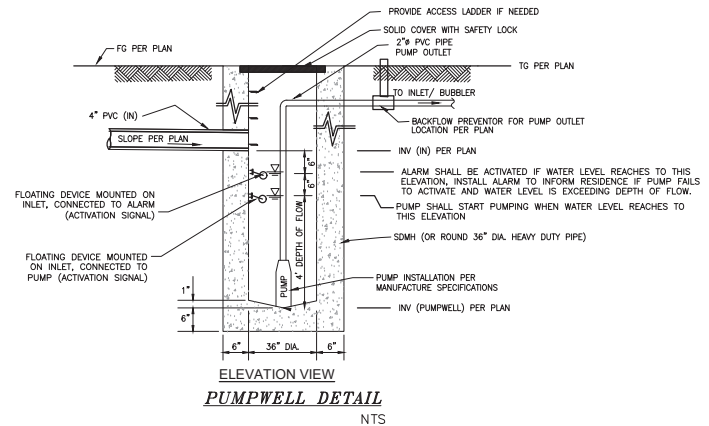


Date: 9/19/2017
Scale: 1" = 5'
Prepared by: V.G.
Checked by: S.R.
Job #: 215008

Sheet: 5 OF 6
TM-5



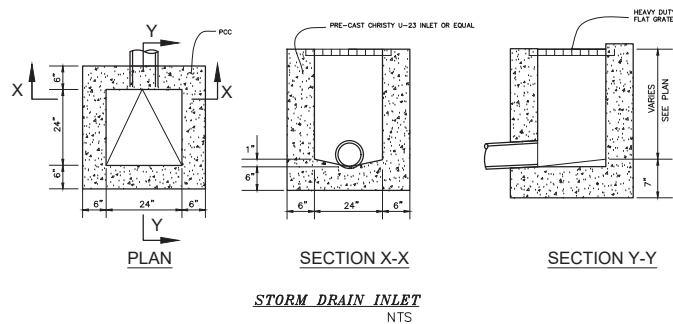
SUBDRAIN TRENCH DETAIL
NTS



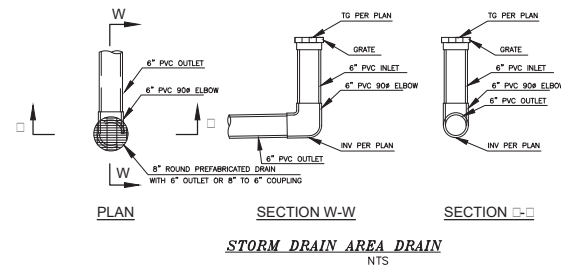
PUMPWELL DETAIL
NTS

PUMP NOTES:

1. HARD WIRE THE PUMPS TO PREVENT ANY UNPLUGGING.
2. PUMPS TO BE CONNECTED TO BACKUP GENERATORS TO PREVENT FLOODING IN CASE OF BLACKOUT.
3. PROVIDE BACK FLOW PREVENTOR VALVE FOR PUMP OUTLET.
4. PROVIDE RESERVE PUMP FOR EACH PUMP WELL.
5. PROVIDE FLOATING DEVICE, CONNECTED TO SOUND/ LIGHT ALARM, TO NOTIFY RESIDENTS OF POSSIBLE RISE OF WATER IN PUMPWELL.



STORM DRAIN INLET
NTS



STORM DRAIN AREA DRAIN
NTS



**ENGINEERS
CIVIL ENGINEERS**

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TENTATIVE MAP
 TWO (2) LOT SUBDIVISION
 APN: 062-364-150
 1911 MENALTO AVE., MENLO PARK, CA 94025
 DETAILS

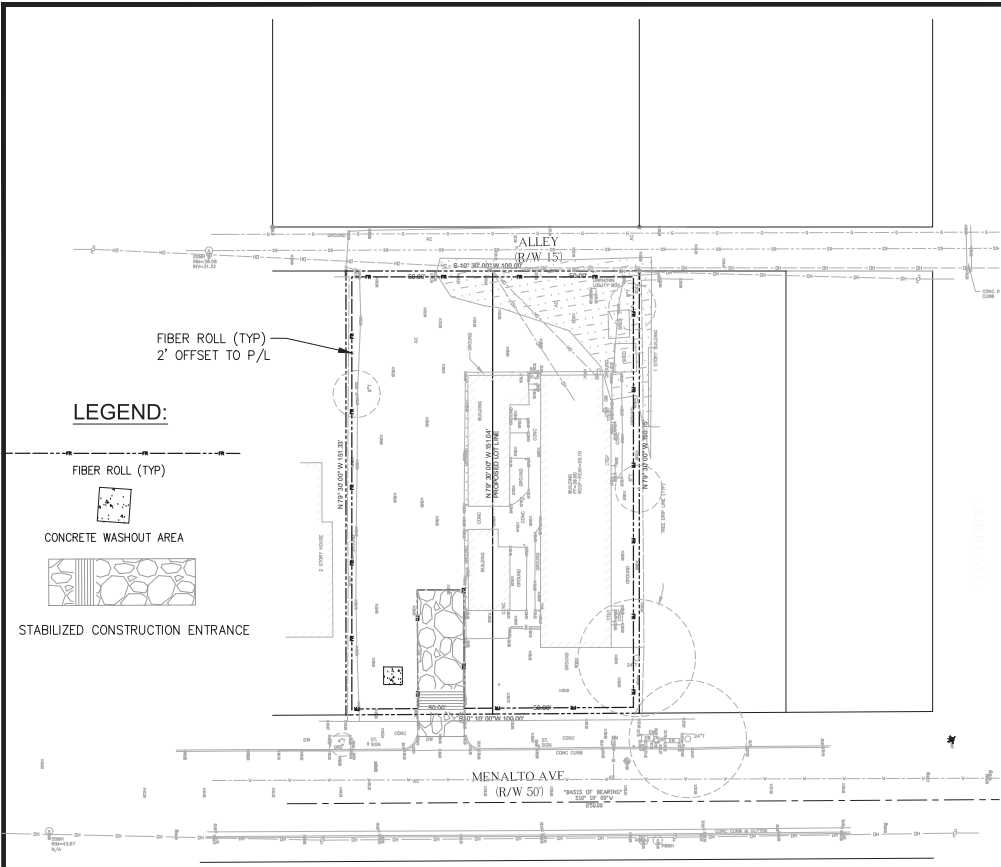
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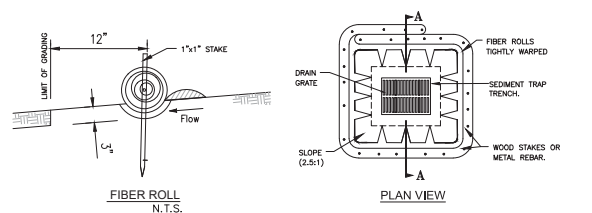
Date: 9/19/2017
Scale: 1"=10'
Prepared by: V.G.
Checked by: S.R.
Job #: 215008

Sheet:

6 OF 6
TM-6

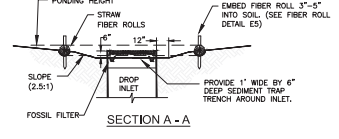


SITE PLAN
1"=20'

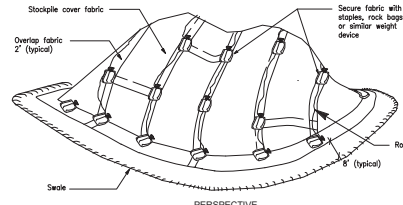


FIBER ROLL NOTES

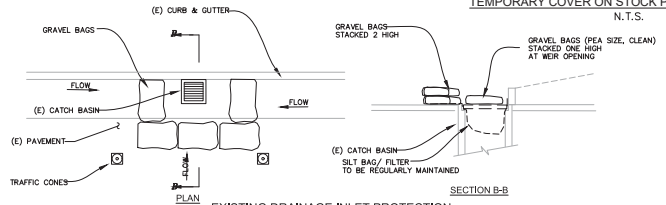
1. Place fiber roll in key trench 3" deep and place excavated soil on uphill or flow side of the roll.
2. On slopes and hillside, fiber rolls shall be abutted at the ends and not overlapped. Place alternate stakes on both sides of the roll, every 6".
3. Install fiber roll 12" from limit of grading.



STORM INLET SEDIMENT TRAP-FIBER ROLLS
N.T.S.



TEMPORARY COVER ON STOCK PILE
N.T.S.



EXISTING DRAINAGE INLET PROTECTION
N.T.S.

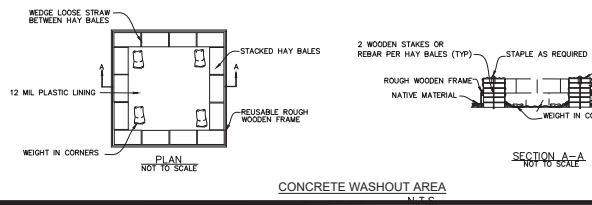
EROSION AND SEDIMENT CONTROL NOTES AND MEASURES

1. The facilities shown on this Plan are designed to control Erosion and sediment during the rainy season, October 1st to April 30th. Facilities are to be operable prior to October 1 of any year. Grading operations during the rainy season, which leave denuded slopes shall be protected with erosion control measures immediately following grading on the slopes.
2. This plan covers only the first winter following grading with assumed site conditions as shown on the Erosion Control Plan. Prior to September 15, the completion of site improvement shall be evaluated and revisions made to this plan as necessary with the approval of the city engineer. Plans are to be resubmitted for city approval prior to September 1 of each subsequent year until site improvements are accepted by the city.
3. Construction entrances shall be installed prior to commencement of grading. All construction traffic entering onto the paved roads must cross the stabilized construction entranceways.
4. Contractor shall maintain stabilized entrance at each vehicle access point to existing paved streets. Any mud or debris tracked onto public streets shall be removed daily and as required by the city.
5. If hydroseeding is not used or is not effectively 10/10, then other immediate methods shall be implemented, such as Erosion control blankets, or a three-step application of: 1) seed, mulch, fertilizer 2) blown straw 3) tackifier and mulch.
6. Inlet protection shall be installed at open inlets to prevent sediment from entering the storm drain system. Inlets not used in conjunction with erosion control are to be blocked to prevent entry of sediment.
7. Lots with houses under construction will not be hydroseeded. Erosion protection for each lot with a house under construction shall conform to the Typical Lot Erosion Control Detail shown on this sheet.
8. This erosion and sediment control plan may not cover all the situations that may arise during construction due to unanticipated field conditions. Variations and additions may be made to this plan in the field. Notify the city representative of any field changes.
9. This plan is intended to be used for interim erosion and sediment control only and is not to be used for final elevations or permanent improvements.
10. Contractor shall be responsible for monitoring erosion and sediment control prior, during, and after storm events.

11. Reasonable care shall be taken when hauling any earth, sand, gravel, stone, debris, paper or any other substance over any public street, alley or other public place. Should any spill, spill, or track over and upon said public or adjacent private property, immediately remedy shall occur.
12. Sanitary facilities shall be maintained on the site.
13. During the rainy season, all paved areas shall be kept clear of earth material and debris. The site shall be maintained so as to minimize sediment laden runoff to any storm drainage systems, including existing drainage swales and water courses.
14. Contractors shall provide dust control as required by the appropriate federal, state, and local agency requirements.
15. With the approval of the city Inspector, erosion and sediment controls may be removed after areas above them have been stabilized.

MAINTENANCE NOTES

1. Maintenance is to be performed as follows:
 - A. Repair damages caused by soil erosion or construction at the end of each working day.
 - B. Swales shall be inspected periodically and maintained as needed.
 - C. Sediment traps, berms, and swales are to be inspected after each storm and repairs made as needed.
 - D. Sediment shall be removed and sediment traps restored to its original dimensions when sediment has accumulated to a depth of one foot.
 - E. Sediment removed from trap shall be deposited in a suitable area and in such a manner that it will not erode.
 - F. Rills and gullies must be repaired.
2. All existing drainage inlets on St. George Lane within the limit of the project shall be protected with sand bags during construction. See detail. Sand bag inlet protection shall be cleaned out whenever sediment depth is one half the height of one sand bag.
3. Existing concrete ditch sediment trap shall be cleaned out routinely during construction.



CONCRETE WASHOUT AREA



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TENTATIVE MAP
TWO (2) LOT SUBDIVISION
APN: 062-364-150
1911 MENALTO AVE., MENLO PARK, CA 94025
EROSION CONTROL

Revisions:



Date: 5/30/2018
Scale: 1"=10'
Prepared by: V.G.
Checked by: S.R.
Job #: 215008

Sheet: 7 OF 7
TM-7



ASHRAFI
ARCHITECT

PROJECT DESCRIPTION

Two Single Family Dwellings
1911 Menalto Avenue
Menlo Park, CA

RECEIVED

JUN 07 2018

CITY OF MENLO PARK
BUILDING DIVISION

The proposed project is the construction of two new single-family residences on the above referenced combined lots. The project will be accomplished by re-establishing the original two parcels (15 & 16). The proposed re-established parcels will be in conformance with the existing lot width and depth as established in the original sub-division. Currently, a church complex exists on this property. The existing church was constructed in 1965, with the additions constructed in 1973. The existing structures are to be demolished.

The existing neighborhood's composition consists of one and two story single-family dwellings. The existing structures are predominantly in the craftsman style of architecture. A variety of exterior materials are employed throughout the existing neighborhood. The new development is similarly designed in the craftsman style in order to conform to the existing neighborhood's character. A mix of exterior materials will be employed to project a subtle difference. The use of stucco finish, horizontal siding and stone veneer is proposed for the exterior materials. Details and design elements consistent with the craftsman style have been incorporated in the exterior façade, such as beams and brackets, windows with simulated true divided lite, custom doors, trims and trellises. The roof will be class 'A' composition shingles. Energy efficient appliances are to be utilized in this residence. The exterior colors will be neutral in tone, with variations as applied to different materials. Standard methods of construction will be employed in these structures.

This development will increase the landscape area of the lot, through the reduction in both the building coverage and the impervious paved surface areas. Drought resistant plants and landscaping will be implemented. No change to the existing grade is proposed; the existing grades are to be maintained.

In an outreach effort, the neighbors were contacted and informed, in person, about the proposed new development. They have voiced no objections, and have been receptive and supportive of the proposed development.

The proposed project design is in compliance with the zoning and planning guidelines. In conjunction with the Use Permit Application, a Variance request is being made to approve and re-establish the two previously combined fifty foot parcels. The newly established lot widths will be consistent with the existing pattern of lot widths within this subdivision.

Sincerely,
ASHRAFI ARCHITECT

Farhad Ashrafi

1911 Menalto Variance Findings

1. That a hardship peculiar to the property and not created by any act of the owner exists.

The subject property consists of one 15,104 square foot lot that contains a vacant church complex and a surface parking lot. The original two lots reflected in the attached North Palo Alto tract map were merged in the early 1960's (or possibly before) to accommodate the Menalto Baptist Church that was constructed in 1965. The hardship peculiar to this property not created by any act of the owner that necessitates a variance is the fact that the prior merger of the two lots now makes it difficult to redevelop the vacant site into more than one single-family dwelling. Most residential properties in the immediate vicinity have lots that are anywhere from approximately 50 to 55 feet wide, all substandard pursuant to the City's R-1-U zoning that requires a minimum 65 foot lot width. Consequently, the variance is necessary to overcome this hardship so that two, single family homes can be built on 50 foot wide lots that are compatible with the existing subdivision pattern in the neighborhood. Moreover, the re-establishment of the original two lots also furthers the City's housing goals by providing two homes consistent with the North Palo Alto tract map (attached), instead of just one that would be out of character with the neighborhood.

2. That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property in the same vicinity and that a variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors.

The variance is necessary for the preservation and enjoyment of substantial property rights because the applicant seeks to re-establish two former existing lots that would conform to the overall residential character of the neighborhood. Moreover, the granting of this variance would not constitute a special privilege, because the variance would grant the applicant the same rights enjoyed by the majority of surrounding property owners who have 50-55 foot lot widths, as contemplated in the original North Palo Alto subdivision.

3. That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property.

The re-establishment of the two original lots will conform to all requirements of the Zoning Ordinance, except for the minimum lot width requirement for which this variance is sought. Therefore, granting the variance will not be materially detrimental to the public health, safety, or welfare, and will not impair an adequate supply of light and air to adjacent property because the construction will meet the setback and daylight plane requirements of the R-1-U zoning.

4. That the conditions upon which the requested variance is based would not be applicable, generally, to other property within the same zoning classification.

The conditions upon which the variance request is based are not generally applicable to other properties in the R-1-U zoning district because the majority of surrounding residential lots in the R-1-U district have considerably less square footage than the subject property. The applicant seeks to re-establish two lots that would mirror the dimensions of the surrounding properties, none of which enjoy the applicant's larger lot size condition.

5. That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process.

N/A.

2938 Crocker Ave | Redwood City | 94063

January 22nd, 2018



Updated Arborist Report

Rona Maskan LLC
1911 Menalto Ave
Menlo Park CA 94025

Dear Mr. Akbarian

As requested on second week of January 2018, I visited the above site to re-inspect and comment on the trees. New homes are planned for this site and your concern as to the future health and safety of the trees has prompted this visit. As required by The City of Menlo Park a survey of the significant trees and a tree protection plan will be included.

Method: The significant trees on this site are located on a scale map. Each tree was given an identification number. This number was inscribed onto metal tag and nailed to the trees at eye level. The trees were then measured for diameter @ 54" inches above ground level (DBH or Diameter Breast Height). A condition rating of 1-100 was assigned to each tree representing form and vitality using the following scale:

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

In this report you will find comment for each tree followed by a summary of my findings and a recommended Tree Protection Plan that should be in place for construction.

www.jcreecarelandscape.com | Contractor Lic # 998693 | ISA # WE-990QA | 650.995-7254

DBH= diameter breast height
 CON= condition
 HT= height
 SP= spread

Note: Tree # 1 previously numbered as 39

Tree #	Species	DBH	CON	HT/SP	Comments
1	Coast Live Oak (<i>Quercus agrifolia</i>)	26"	68	40/50	Fair vigor, large deadwood, heavy limbs overgrowing, crown clean, near eastern property line
2	Loquat Tree (<i>Eriobotrya japonica</i>)	8"	71	18/15	Good vigor, V-crotch trunk, poor form
3	Bottle Tree (<i>Brachychiton diversifolia</i>)	10"	55	25/20	Fair vigor, canker disease, north corner
5	English Walnut (<i>Juglans regia</i>)	5"	58	18/15	Fair vigor, some deadwood at edge of asphalt

The following are neighboring trees

4	Coast Redwood (<i>Sequoia sempervirens</i>)	Est 14"	75	40/30	Good vigor, fair form, 12 feet from property line
6	Pittosporum (<i>Pittosporum tenuifolium</i>)	Est 8"	65	25/20	Good vigor, fair form, 2' from property
7	Fig Tree (<i>Ficus carica</i>)	Est 6"	70	25/25	Good vigor, fair form, 2' from property
8	Grecian Laurel (<i>Laurus nobilis</i>)	Est 6"	70	25/25	Good vigor, fair form, 2' from property
9	Hornbeam (<i>Carpinus betulus</i>)	Est 4"	75	25/15	Good vigor, good form, good screen
10	Silver Maple (<i>Acer saccharinum</i>)	Est 5"	60	35/15	Good vigor, fair form, street tree

Summary: A lot split is planned for this property with two homes being built. The location of the trees on the perimeter of the property is ideal for the lot split. The trees on site consist of one native Oak and several species of imported trees (exotics). These trees are in fair good condition with no exceptional trees on site. The neighbor's trees will not be affected by the proposed construction. The existing wooden property line fencing will suffice as tree protection for the neighboring trees.

The large Coast Live Oak Tree # 1 is the only heritage tree on the site. The design of the home closest to the tree is further from the trunk than the existing church. Impacts to this tree should be minor with no long term impacts expected. Less than 20 percent of the trees root zone of the tree will be affected by the demolition and proposed construction. The site Arborist will inspect during the excavation process when the excavation is within the dripline (10xDBH). The following tree protection plan will help to reduce impacts to any retained trees.

Tree Protection Plan: Tree protection zones should be established and maintained throughout the entire length of the project by the following features:

- a) Only excavation by hand or compressed air shall be allowed within the dripline of tree(s). Machine trenching shall not be allowed.
- b) A 6" inch layer of coarse mulch or woodchips covered with ¾" plywood or alternative is to be placed as ground cover within the dripline of the protected trees prior to any construction activity. Mulch is to be kept 12" inches from the trunk.
- c) A protective barrier of 6' feet chain link fencing shall be installed around the dripline of protected tree(s). The fencing can be moved within the dripline if authorized by the Project Arborist and 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'. This enclosed area is the Tree Protection Zone (TPZ).
- d) Avoid injury to the roots. When a ditching machine, which is being used outside of the dripline of trees, encounters roots smaller than 2", the wall of the trench adjacent to the tree 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 shaded with four layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet. Roots 2" inches of larger, when encountered, shall be reported immediately to the Project Arborist, who will decide whether the Contractor may cut the roots as mentioned above or excavate by hand or with compressed air under the root. Root is to be protected with pampered burlap.
- e) Route pipes outside of the area that is 10 times the diameter of a protected tree to avoid conflict with roots.
- f) 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".

The location for the protection fencing should be as close to the dripline as possible still allowing room for construction to safely continue. Signs should be placed on fencing signifying "Tree protection zone". No materials or equipment should be stored or cleaned inside the tree protection zones. Areas outside the fencing but still beneath the dripline of protected trees, where foot traffic is expected to be heavy, should be mulched with 4 to 6 inches of chipper chips.

The following distances the tree protection measures will be the trunks of the trees will help to insure future tree health.

- Tree # 1 will have its fencing 15 feet from the trunk and will extend to 24 feet where possible (10xDBH)

Where fencing does not cover the entire root zone: Any roots to be cut should be monitored and documented. Large roots or masses of roots to be cut should be inspected by the site Arborist. The site Arborist may recommend fertilizing or irrigation if root cutting is significant. Cut all roots with a clean saw or loppers. Roots to be left exposed for a period of time should be covered with layers of burlap and kept moist. The site Arborist will be on site for the excavation the foundation.

Trenching: Trenching for irrigation, electrical, drainage or any other reason should be hand dug when beneath the driplines (10xDBH) of protected trees. Hand digging and carefully laying pipes below or beside protected roots will dramatically reduce root loss of desired trees thus reducing stress to the entire tree. Trenches should be backfilled as soon as possible with native material and compacted to near its original level. Trenches that must be left exposed for a period of time should be covered with layers of burlap and kept moist. Plywood over the top of the trench will also help to protect exposed roots below.

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

Demolition: During the demolition process all tree protection must be in place. An inspection prior to the start of the demolition is required. A pre-demolition meeting with the site Arborist may be required. All vehicles must remain on paved surfaces if possible. If vehicles are to stray from paved surfaces, 4 to 6 inches of chipper chips shall be spread and plywood laid over the mulch layer. This type of landscape buffer will help reduce compaction of desired trees. Parking will not be allowed off the paved surfaces. The removal of foundation materials, when inside the driplines of protected trees, should be carried out with care. Hand excavation may be required in areas of heavy rooting. Exposed or damaged roots should be repaired and covered with native soil. Three to six inches of chipper chips will be spread beneath the driplines of all protected trees. The mulch layer will be kept 12 inches from the trunk of protected trees. No off pavement parking is expected on this site.

Avoid the following conditions. DO NOT:

- Begin any construction activity on site without first implementing tree protection measures.
- Allow run off or spillage of damaging materials into the area below the trees canopy.
- Store materials, tools, stockpile soil, park or drive vehicles within the TPZ
- Cut, break, skin or bruise roots, branches or trunks without first obtaining authorization from the city Arborist.

- Allow fires under and adjacent to trees
- Discharge exhaust into foliage
- Secure cable, chain or rope to the trees, shrubs and bushes
- Trench, dig, or otherwise excavate within the dripline or TPZ of the trees without first obtaining authorization from the city Arborist
- Apply soil sterilants under pavement near existing trees
- Change the grade within tree protection zones

Additional Notes:

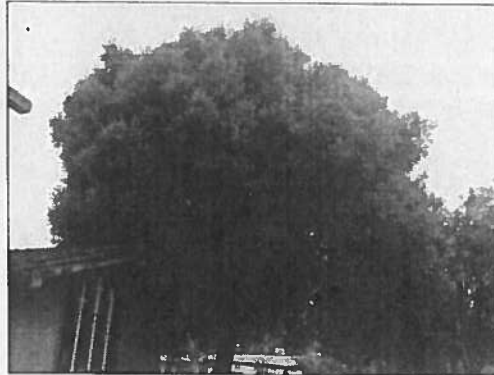
A pier and grade beam design should be used within the drip line of tree #1. Design should incorporate the following features:

- The grade beam is to rest not lower than six inches below the existing grade.
- Piers should be limited in diameter and quantity.
- If possible a single span of 20 feet between two piers is suggested.
- If a middle pier is necessary, the design should include the ability to adjust its position a few inches one way or the other to minimize root damage.

The City of Menlo Park does not required documented monthly site inspections. A pre-demolition inspection will be required as will a pre-construction inspection. Inspections should be carried out by the site Arborist. Other inspections will be on an as needed basis.

This information should be kept on site at all times. The information included in this report is believed to be true and based on sound Arboricultural principles and practices.

Tree # 1 Coast Live Oak Tree previously numbered as 39



Tree # 2 Loquat Tree



Tree # 5 English Walnut



Tree # 3 Bottle Tree



January 22nd, 2018



Summary

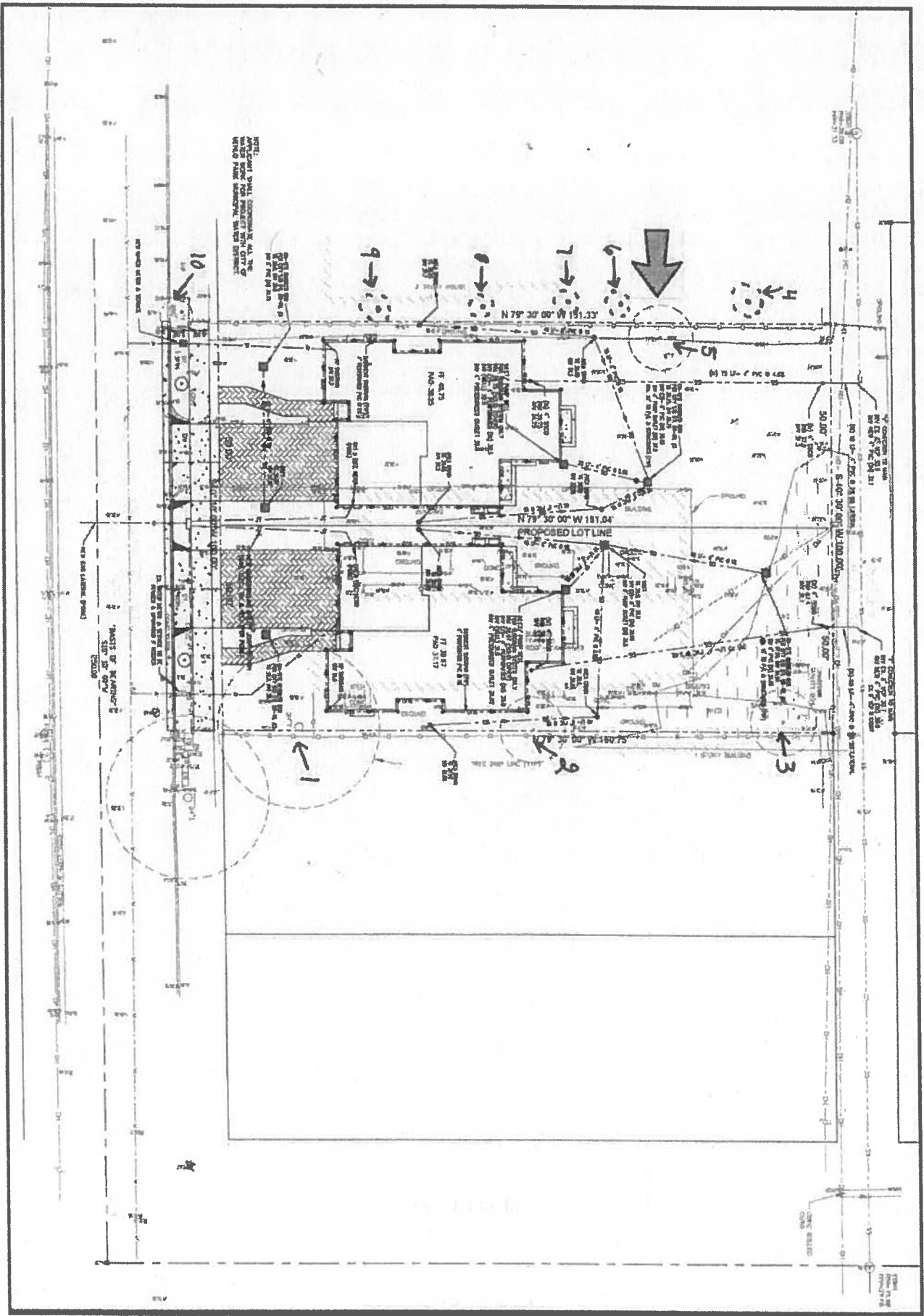
Thank you for calling on my services with your questions regarding your Trees at your property. If you have any questions concerning this report or if I can be further service to you, please call me at any time.



Jhonatan Corado
Certified Arborist WE-9900A

Disclaimer all the recommendations in this report are based on sound and accepted Horticultural practices, the author cannot be held responsible for the final project or Approval for removal.

www.jctreecarelandscape.com | Contractor Lic # 998693 | ISA # WE-9900A | 650-995-7254



DATE: 01/01/2013
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 SCALE: AS SHOWN
 SHEET NO: 5 OF 5
 40-F-5
 TM-4



TEBARTHWESMAP
 TWO (2) LOT SUBMISSION
 APN: 062-354-150
 1911 MENALTO AVE, MENLO PARK, CA 94025
 PRELIMINARY UTILITY PLAN

CONTRACT NO. [Number]
 DATE: [Date]

NOVA MARTIN
 SENIOR PROJECT ENGINEER
 1000 PARK AVENUE, SUITE 200
 MENLO PARK, CA 94025

NOVA MARTIN
 SENIOR PROJECT ENGINEER
 1000 PARK AVENUE, SUITE 200
 MENLO PARK, CA 94025



Sandmeier, Corinna D

From: Bijan Aalami <bijan@adapsoft.com>
Sent: Thursday, September 10, 2015 9:02 AM
To: Sandmeier, Corinna D
Subject: Menalto Church

Ms Corinne Sandier

We welcome construction of new residential buildings on the site.

The neglected site at this time is an eyesore of the community in the area

Thank you

Bijan Aalami

www.adpatsoft.com

From: Christy Fung
To: [Sandmeier, Corinna D](#)
Subject: Objection to request of variance 1911 Menalto Ave Menlo Park
Date: Thursday, May 31, 2018 6:24:52 PM

Ms. Sandmeier-

I am writing to object the variance request to 1911 Menalto. Unfortunately I will not be able to attend the June 18th meeting to speak in person. We live across the street and do not want 2 large homes squished into a sub-standard lot. This is a developer, that will completely clear the land that the church is on and will have many options to build from scratch. One home with a large yard would be beautiful and improve the values of Menlo Park. In item #2 there is a 30 foot difference when you combine the lots. That is a lot of space to cut short. If this was a remodel or someone was dealing with existing structures it would be a different story. This designer has the ability to create something within the widths and zoning of the district.

Thank you for your time.

Christy



COMMUNITY DEVELOPMENT PLANNING DIVISION

NEGATIVE DECLARATION

INTRODUCTION

This Negative Declaration has been prepared in accordance with the California Environmental Quality Act (CEQA) of 1970 and its applicable Guidelines, as amended. It is an informational document prepared to inform the decision-makers and the general public of the potential environmental effects associated with the proposed project at 1911 Menalto Avenue.

The City of Menlo Park will use this Negative Declaration in its decision making process on the proposed project.

The conclusion of this Negative Declaration is that the proposed project would not generate any significant direct or primary physical impacts on the environment.

PROJECT DESCRIPTION AND LOCATION

The owners of 1911 Menalto Avenue are proposing the following changes to the existing parcel:

- 1) A Minor Subdivision to subdivide one parcel into two lots in the R-1-U (Single-Family Urban) zoning district;
- 2) A Variance to permit the resulting parcels to have substandard lot widths of 50 feet where 65 feet would otherwise be required; and
- 3) Use Permit for two new two-story residences with attached garages on the two proposed substandard lots with regard to lot width.

FINDINGS AND BASIS FOR A NEGATIVE DECLARATION

The Planning Division has reviewed the Initial Study for the project and finds the following:

1. The project will not generate significant adverse effects on the water or air quality, or increase noise levels substantially.
2. The project will not have any significant adverse impacts on the flora or fauna of the area.
3. The project will not significantly degrade the aesthetic quality of the area.
4. The project will not have any significant adverse impacts on traffic, land use, or public services and infrastructure.
5. In addition, the project will not:
 - a. Create impacts that have the potential to significantly degrade the quality of the environment.
 - b. Create significant impacts that achieve short-term, to the disadvantage of long-term, environmental goals.

- c. Create impacts that are individually limited, but cumulatively considerable to a significant degree.
- d. Create environmental effects that will cause significant adverse effects on human beings, either directly or indirectly.

It may, therefore, be determined that the potential environmental impact of the project will be less than significant.

INITIAL STUDY

A copy of the Initial Study on which the findings for a Negative Declaration has been based is attached.

REVIEW PERIOD:

The review period is from Tuesday May 29, 2018 to June 18, 2018. All written comments regarding this Negative Declaration must be received by the City of Menlo Park Planning Division, 701 Laurel Street, Menlo Park, California 94025, no later than 5:30 P.M., June 18, 2018.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

This Negative Declaration has been prepared in accordance with the California Environmental Quality Act of 1970 and its applicable guidelines, as amended.

CONTACT PERSON: CORINNA SANDMEIER – (650) 330-6726


Corinna Sandmeier, Senior Planner



STAFF REPORT

Planning Commission

Meeting Date: 6/18/2018

Staff Report Number: 18-061-PC

Public Hearing: Use Permit and Variance/Karen Xu/812 Woodland Avenue

Recommendation

Staff recommends that the Planning Commission approve a request for a use permit to add a second floor, as well as conduct interior modifications to a single-family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The subject property is located at 812 Woodland Avenue in the R-1-U (Single Family Urban Residential) zoning district. The project also includes a variance request for new parts of the structure to have a left side setback of three feet, where the requirement is five feet, of which staff recommends denial. The recommended actions are included in Attachment A.

Policy Issues

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

Background

Site location

The project site is located at 812 Woodland Avenue, in the Willows neighborhood. The parcel is L-shaped, with an extension at the back-left corner, which serves as additional backyard space. The site is located close to the boundary between the City of Menlo Park (and the County of San Mateo) and the City of Palo Alto (and the County of Santa Clara). The top of the bank of San Francisquito Creek extends partially onto the back right corner of the parcel.

The other parcels in this area are likewise in the R-1-U district, and are generally occupied by single-family residences. Most of the nearby residences are one-story in height, although a two-story house is located directly across the street, and the Planning Commission recently approved a use permit for a new two-story house at 824 Woodland Avenue, the directly adjacent parcel on the left side. A new two-story residence that did not require Planning Commission review is also under construction at 804 Woodland Avenue, directly to the right. Nearby styles vary, with bungalow/ranch residences common among the older structures, and contemporary styles used by the newer/pending residences.

Analysis

Project description

The applicant is proposing to comprehensively renovate and expand the existing single-story, single-family residence, which is nonconforming on the left side. The expansions would include small first-floor additions,

and a new second floor. An existing two-car garage would be reduced in size to be a single-car structure. An uncovered space would be located to the left of the revised garage, which would keep the parking conforming. The additions would conform to the setback requirements, with the exception of a porch column at the front left corner and a small (approximately 13-square-foot) area at the back left corner, for which the applicant is requesting a variance. This request is discussed in more detail in a following section. The existing nonconforming walls would remain, with the structural members retained.

The parcel is a substandard lot with regard to lot width, although use permit approval is not required for the second-floor expansion due to the fact that the net FAL (Floor Area Limit) increase would represent slightly less than 50 percent over the existing parcel total. However, use permit approval is required due to the nonconforming nature of the existing structure and the fact that a separate work value threshold would be exceeded, as discussed further in the Valuation section.

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 home with 3.5 bathrooms, with a typical layout of shared living spaces (and one bedroom) on the ground level, and the remaining bedrooms on the upper floor. Of particular note with regard to the development regulations:

- The height of the residence would be modest, at 22.5 feet in height, where the maximum permitted height is 28 feet;
- Due to the retention of the driveway on the right side, the right side building setbacks would remain large, at 12 feet for the first floor and 16.5 feet for the second floor, where the minimum requirement is five feet;
- The second level would be relatively limited in size, at 34 percent of the maximum FAL, where the maximum allowed would be approximately 46 percent.

Design and materials

As part of the project, the current Craftsman style of the residence would be updated to a style that the applicant calls "California contemporary." The primary exterior material would be stucco, with standing seam metal roofing. Windows would be metal-clad, with no trim, and the front elevation would feature a folding glass door system allowing the dining/kitchen area to open out onto a patio. A clerestory-style popup (serving a small attic area) would also be featured on the front, providing additional visual interest. The revised garage, while partially obscured on the elevations, appears to match the proposed residence, which staff would confirm through recommended condition 4a. The location of the garage and uncovered space at the back of the property would help limit the visual effect of parking features on the property frontage, which is positive.

With regard to privacy, the second-floor side-facing windows would feature three-foot sill heights, which have sometimes been considered low. However, on the right side, the generous second-floor setback noted above would provide a buffer that would help limit direct views. In addition, both adjacent property owners have submitted letters of support, as noted later.

Overall, staff believes the design would represent an attractive and consistent aesthetic approach, and that its size and scale would be consistent with the neighboring properties, and the overall neighborhood.

Valuation

For projects involving existing nonconforming structures, the City uses standards established by the Building Division to calculate the replacement and new construction costs on which the use permit threshold

is based. The City has determined that the replacement cost of the existing structure would \$327,800, meaning that the applicant would be allowed to proposed new construction and remodeling at this site totaling less than \$163,900 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 \$474,720. 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.

Trees and landscaping

The site and its immediately adjacent areas feature four heritage trees that are not particularly close to the construction areas: three oaks on the back corners of the property, and one maple street tree. All heritage trees are proposed to remain. The proposed construction is unlikely to affect these trees, although the recommended actions include condition 4b, requiring submittal of an arborist report with the building permit, in order to ensure the protection and continued health of these trees. The project plans show a number of new accent trees and low landscaping, although the precise landscaping could vary at the point of construction.

Variance

As part of this proposal, the applicant is requesting a variance to extend the existing three-foot left side setback for two new elements at the ground floor: a front porch post, and approximately 13 square feet at the rear, which would be part of the master bedroom. The applicant's initial proposal included a similar variance for part of the new second story, but the project was revised to remove that element after staff relayed particular concerns with that aspect of the proposal.

The ground-floor variance request would comply with the Zoning Ordinance requirement that variances not exceed 50 percent of the respective standard. In other words: for the five-foot setback requirement, a variance could not be granted for a structure closer than 2.5 feet to the property line. The proposed three-foot setback would be within that limit.

The applicant has provided a variance request letter that has been included as Attachment F. The required variance findings are evaluated below in succession. All findings are required to be addressed in order for a variance to be granted.

1. That a hardship peculiar to the property and not created by any act of the owner exists. In this context, personal, family or financial difficulties, loss of prospective profits and neighboring violations are not hardships justifying a variance. Further, a previous variance can never have set a precedent, for each case must be considered only on its individual merits;

The applicant relays a number of property aspects they believe to be unique, including:

- The substandard width of the parcel;
- The existing nonconformity on the left side of the structure;
- The 45-degree angle of the garage, which is related to the San Francisquito Creek bank, which also limits potential relocation of the garage; and
- The need to maintain a 10-foot separation between the main building and the garage.

In staff's view, the substandard width, existing nonconformity, and separation requirement are not particularly unique hardships in this area, or in the city as a whole. By contrast, the Creek and garage angle are unusual, but staff does not see how they represent a hardship, in particular for the front porch variance.

In general, there appears to be sufficient room on the parcel for alternate, compliant expansion schemes.

2. That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property in the same vicinity and that a variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors;

The applicant states that the project would not be viable if the five-foot side setback were required, and that it would create a squeezed, "shotgun shack" type of result. In addition, the applicant states that this would require moving the garage all the way to the rear left corner, which would diminish the quality of this open space for all residents in this area.

From staff's perspective, these outcomes are not clearly the only possible results of enforcing the five-foot setback requirement. The front porch post, while generally contributing to an attractive aesthetic at the front, would not appear to create an unviable project if it were located two feet to the right (or if a cantilevered porch overhang were proposed). At the rear, the small variance would create a rectangular bedroom, which may be preferred, although review of other recent development proposals shows that non-rectangular bedrooms are not uncommon. In addition, it's not clear that the variance is the only option to achieve a rectangular bedroom shape, nor is it certain that alternate proposals would require significant changes to the garage. As shown on the site plan, the proposed new walls at the rear would not be located particularly close to the 10-foot buffer that is required for the detached garage.

3. That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property; and

The applicant notes that the daylight plane would still be met, and that the variance areas would not directly affect the adjacent neighbor. The applicant also states that the proposed structure would be better with regard to light and air, relative to a compliant proposal.

Staff does not strictly agree with the latter statement, but concurs that the limited size and one-story nature of the variance areas would ensure that light and air would not be impaired. Staff also notes that the adjacent neighbor, who can be presumed to be most sensitive to this finding, has relayed support of the proposal.

4. That the conditions upon which the requested variance is based would not be applicable, generally, to other property within the same zoning classification.

The applicant highlights the Creek and open space aspects of this parcel, and notes that other sites would not have these particular constraints.

Similar to the discussion on findings #1 and 2, staff believes there are some unique aspects of the parcel, but that it is not clear that these conditions are unduly constraining development.

5. That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process.

The property is not within any Specific Plan area. Hence, a finding regarding an unusual factor does not apply.

Due to the above factors, staff is recommending denial of the variance request, and has included findings to that effect in the recommended actions. Condition 4c would require that the plans be revised to remove the

variance elements, subject to staff review at the building permit stage. However, staff again acknowledges the relatively modest size of the request and the support from the immediately affected left side neighbor. Staff will be prepared to assist the Planning Commission at the June 18 meeting, if approval of the variance request is supported by a majority of the Commissioners.

Correspondence

The applicant has submitted two letters of support from the adjacent side neighbors, which are included as Attachment G. Both specifically acknowledge support of the variance request.

Conclusion

Staff believes the design would represent an attractive and consistent aesthetic approach, and that its size and scale would be consistent with the neighboring properties, and the overall neighborhood. The location of the garage and uncovered space at the rear would help limit the prominence of parking features at the front, which is positive. The proposed building height would be well below the maximum allowed height, and the project has the support of the adjacent neighbors. Although the property has some unique attributes, staff does not believe that these represent a hardship with regard to compliance with the setback requirement. Similarly, staff does not believe that the front porch post or small rear expansion can be considered substantial property rights that require a variance. Staff recommends that the Planning Commission approve the use permit and deny the variance.

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

Staff Report #: 18-061-PC

- F. Variance Letter
- G. Correspondence

Disclaimer

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

Exhibits to Be Provided at Meeting

None

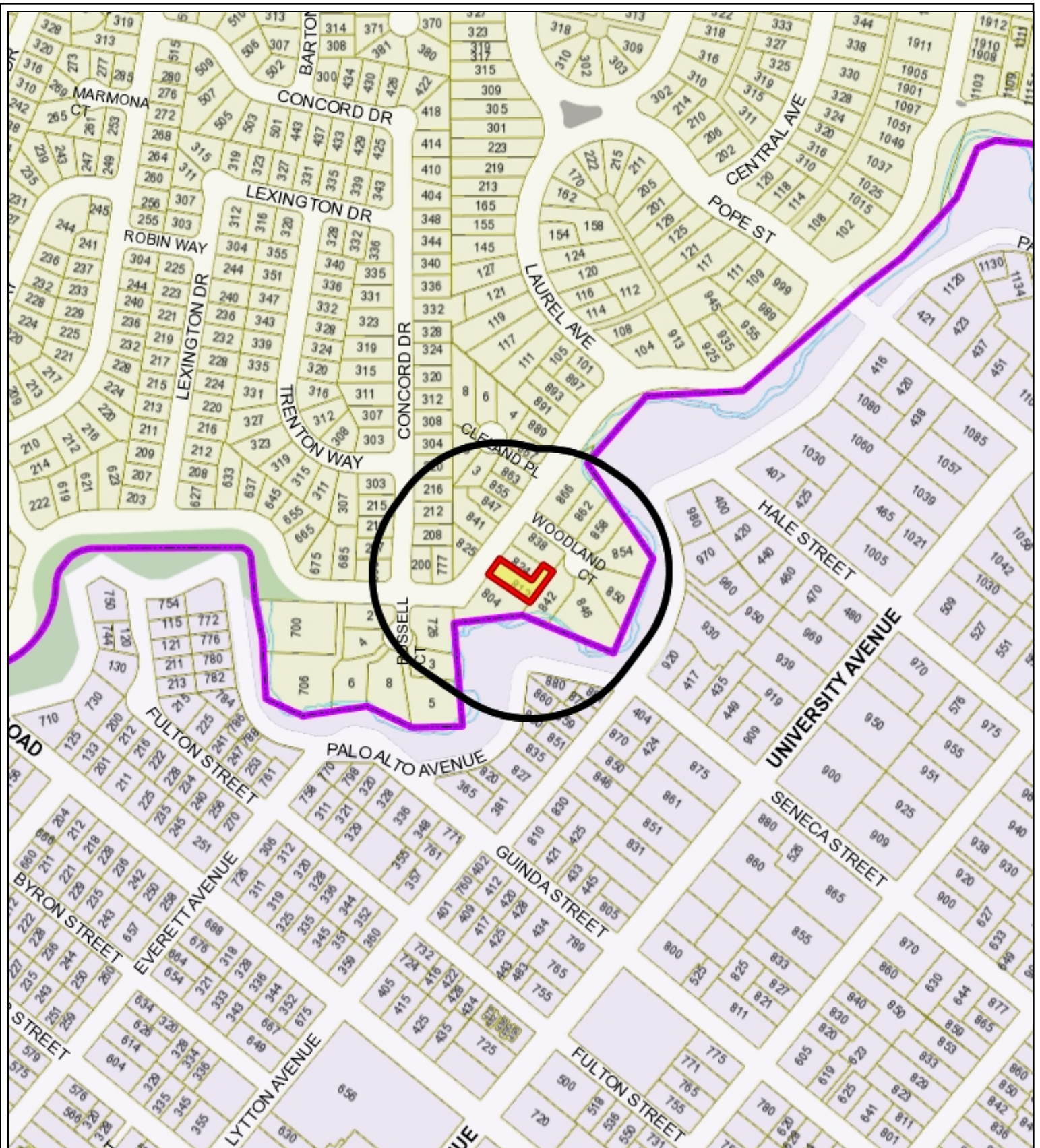
Report prepared by:
Thomas Rogers, Principal Planner

812 Woodland Avenue – Attachment A: Recommended Actions

LOCATION: 812 Woodland Avenue	PROJECT NUMBER: PLN2017-00008	APPLICANT: Karen Xu and Matteo Melani	OWNER: Karen Xu and Matteo Melani
PROPOSAL: Request for a use permit to add a second floor, as well as conduct interior modifications to a single-family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The project also includes a variance request for the residence to have a left side setback of three feet, where the requirement is five feet for the first story. The subject property is in the R-1-U (Single Family Urban Residential) zoning district.			
DECISION ENTITY: Planning Commission	DATE: June 18, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Kennedy, Onken, Riggs, Strehl; Goodhue recused)			
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. Make the following findings as per Section 16.82.340 of the Zoning Ordinance pertaining to the granting of a variance to permit a three-foot left side setback, for the purposes of a front porch post and a small rear expansion: <ol style="list-style-type: none"> a. While the parcel has a few unique attributes, including the intrusion of San Francisquito Creek onto the back corner of the parcel and the associated garage angle, these do not constitute a hardship, given the space that remains on the parcel for alternate, compliant development. b. The requested variance would allow for a decorative front porch post and a rectangular bedroom at the rear, which may be desired features but which do not represent substantial property rights that need to be preserved. c. The side setback encroachments would not be detrimental to the public health, safety, and welfare, or impair an adequate supply of light and air to the adjacent properties, given their limited size and restriction to the first level. In addition, the support of the adjacent left side neighbor, who can be presumed to have the strongest interest in preserving light and air, is a positive factor with regard to this finding. d. Due to the lack of positive findings for items a) and b), the granting of this variance could be applicable, generally, to other property in the same zoning classification. e. The property is not within any Specific Plan area. Hence, a finding regarding an unusual factor does not apply. 3. Deny the variance. 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 Michael Ryan Architecture & Design consisting of 18 plan sheets, attached to this report and approved by the Planning Commission on June 18, 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. 			

812 Woodland Avenue – Attachment A: Recommended Actions

LOCATION: 812 Woodland Avenue	PROJECT NUMBER: PLN2017-00008	APPLICANT: Karen Xu and Matteo Melani	OWNER: Karen Xu and Matteo Melani
PROPOSAL: Request for a use permit to add a second floor, as well as conduct interior modifications to a single-family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The project also includes a variance request for the residence to have a left side setback of three feet, where the requirement is five feet for the first story. The subject property is in the R-1-U (Single Family Urban Residential) zoning district.			
DECISION ENTITY: Planning Commission	DATE: June 18, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Kennedy, Onken, Riggs, Strehl; Goodhue recused)			
<p>ACTION:</p> <ul style="list-style-type: none"> 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. <p>6. Approve the use permit subject to the following project-specific conditions:</p> <ul style="list-style-type: none"> a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit full elevations for the detached garage, in order to ensure that it is aesthetically compatible with the revised main residence, subject to review and approval of the Planning Division. b. Simultaneous with the submittal of a complete building permit application, the applicant shall submit an arborist report, subject to review and approval of the City Arborist. c. Simultaneous with the submittal of a complete building permit application, the applicant shall revise the plans to remove the variance elements, subject to review and approval of the Planning Division. 			



City of Menlo Park
 Location Map
 812 Woodland Avenue



Scale: 1:4,000

Drawn By: THR

Checked By: THR

Date: 6/18/2018

Sheet: B1

812 Woodland Avenue – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	8,008.0 sf	8,008.0 sf	7,000 sf min.
Lot width	50.0 ft.	50.0 ft.	65 ft. min.
Lot depth	129.5 ft.	129.5 ft.	100 ft. min.
Setbacks			
Front	22.3 ft.	22.3 ft.	20 ft. min.
Rear	46.4 ft.	52.8 ft.	20 ft. min.
Side (left)	3.0 ft.	3.0 ft.	5 ft. min.
Side (right)	12.0 ft.	12.0 ft.	5 ft. min.
Building coverage	2,020.7 sf 25.2 %	2,108.1 sf 26.3 %	2,802.8 sf max. 35.0 % max.
FAL (Floor Area Limit)	3,030.6 sf	2,083.1 sf	3,052.0 sf max.
Square footage by floor	1,737.9 sf/1st 1,051.6 sf/2nd 241.1 sf/garage 41.7 sf/porch	1,639.2 sf/1st 443.9 sf/garage 25.0 sf/porch	
Square footage of buildings	3,072.3 sf	2,108.1 sf	
Building height	22.5 ft.	18.2 ft.	28 ft. max.
Parking	1 covered/1 uncovered	2 covered	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			

Trees	Heritage trees	4*	Non-Heritage trees	1	New trees	5
	Heritage trees proposed for removal	0	Non-Heritage trees proposed for removal	0	Total Number of trees	10

*Includes one street tree.

Melani - Xu Residence

812 Woodland Avenue

Menlo Park, CA 94025



05-17-16

Xu - Melani Residence
 812 Woodland Avenue
 Menlo Park, CA 94025

Site Zoning information:

Block and Lot:
 Zone:
 Occupancy:
 Type of Construction: VB
 Sprinklered: No
 Stories: 1 existing, 2 Proposed
 Ht. Limit:

Lot Area: 8008 SF

These plans will comply with 2016 CBC, 2016 CMC, 2016 CPC, 2016 CRC, 2016 CEC, 20136 CFC, 2016 California Green building Requirements. 2016 California Energy Code.

Scope of Work:

- Extensive remodel of first floor including:
- Demolish bathroom, add two new bathrooms
- Kitchen remodel
- Addition of new floor area
- Addition of new floor area in side yard setback

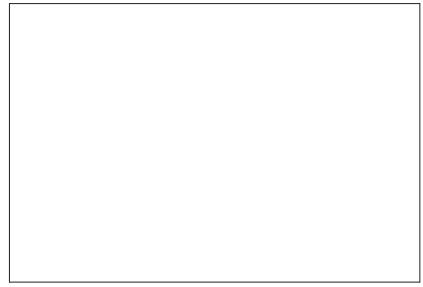
- New Second Floor
- 3 new bedrooms and bathroom and sitting / family room
- 2 new bathrooms.

- remodel of existing 2 car garage to one car garage



Sheet Index	
Sheet Number	Sheet Name
A0.0	Cover Sheet
1 of 1	Survey
A0.1	Schedules and Info
A0.2	Local Area & Streetscape
A0.3	Area Calculations
A1.0	Site Plan Existing
A1.1	Site Plan Proposed
L1	Landscape Plan
L2	Irrigation Plan
C1	Grading and Drainage
C2	BMP's
A2.0	First Floor Plan (Existing)
A2.1	Demolition Plan
A2.2	First Floor (Proposed)
A2.3	Second Floor (Proposed)
A2.4	Roof Plan
A3.0	Elevations
A3.1	Elevations
A4.0	Sections
A4.1	Sections
A6.0	Existing Elevations
A6.1	Existing Elevations

STAMPS



LANDSCAPE AND WELO:

Dirk Moyer Lanscape Architects
 (lic. #4294)
 1140 Laurel St. #3
 Menlo Park CA, 94025
 650.269.7878

CIVIL ENGINEER:

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 San mateo, CA 94401
 green-eng@hotmail.com

ARCHITECT:

Michael Ryan AIA (C-30179)
 2539 Lake St #4
 San Francisco Ca 94121
 415-336-6937 c.
 415-276-6372 f.
 starchitect@gmail.com

OWNERS:

Karen Xu & Matteo Melani
 812 Woodland Ave
 Menlo Park CA 94025
 415-290-3390
 matteomelani@gmail.com

Cover Sheet

A0.0



Assessor's Parcel Number: 062-331-000

Client Information:
Matthew Nelson
812 Woodland Avenue
Menlo Park, CA 94025
(415) 431-1047

BOUNDARY AND TOPOGRAPHIC SURVEY
LANDS OF MELANI AND XU - PER DOC. 2007-017268 D.R.
812 WOODLAND AVENUE
MENLO PARK, COUNTY OF SAN MATEO, CALIFORNIA

Date: MAR 2007
Scale: 1" = 6'
Contour Interval: 1'
Drawn: UHL, BGT
Drawing Number:
SHEET OF
Job No. 07-028

WOODLAND CT.

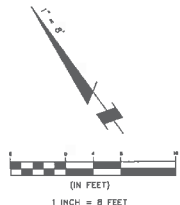
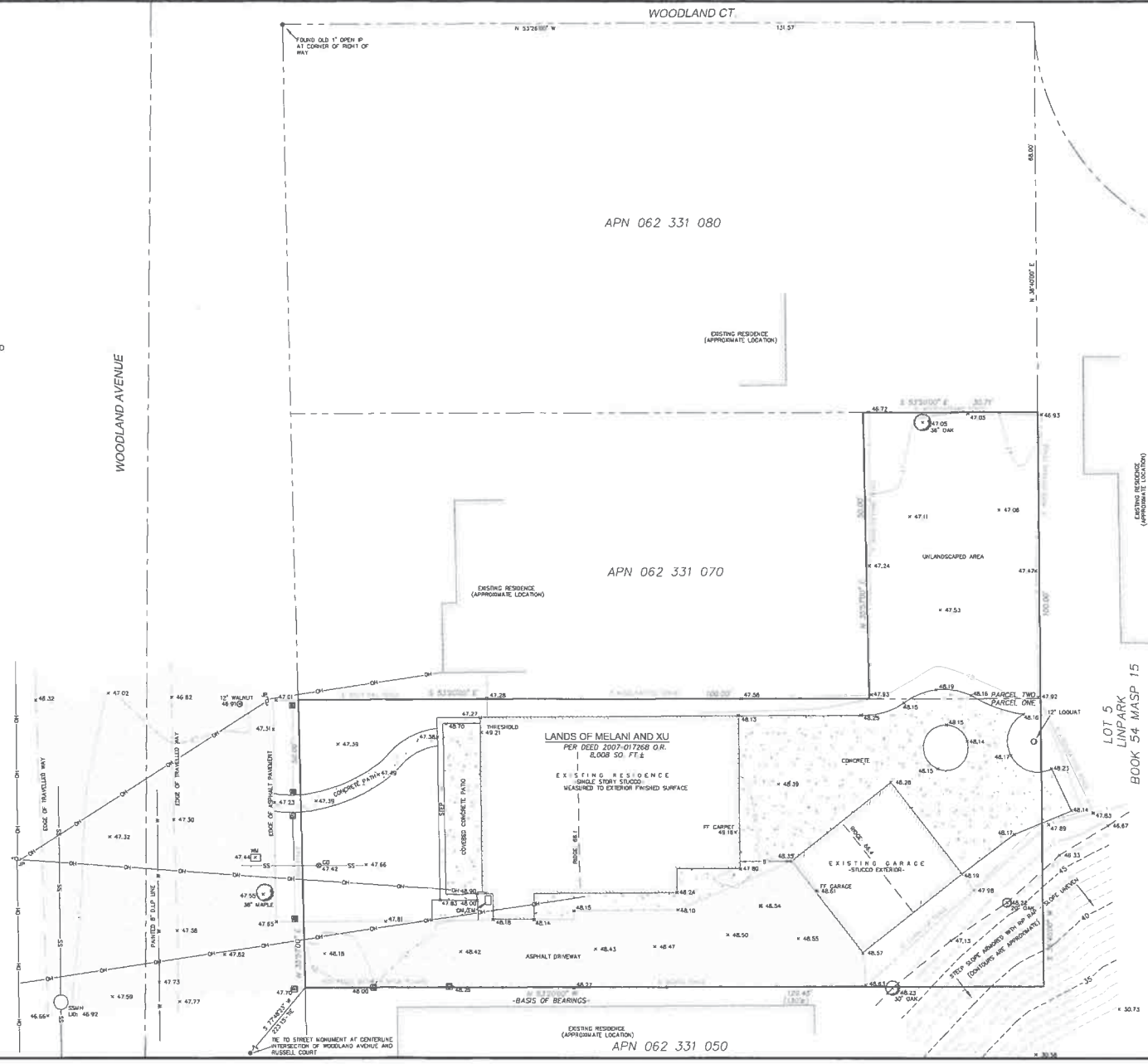
APN 062 331 080

APN 062 331 070

APN 062 331 050

WOODLAND AVENUE

LOT 5
LINPARK
BOOK 54 MASP 15



BASIS OF BEARINGS

THE BEARING NORTH 53°20'00" WEST, OF THE SOUTHWESTERLY LINE OF THE LANDS OF MELANI/XU, AS DESCRIBED IN THE GRANT DEED WHICH WAS RECORDED IN DOCUMENT #2007-017268 D.R. IN THE OFFICE OF THE RECORDER OF SAN MATEO COUNTY ON FEBRUARY 02, 2007, WAS USED AS THE BASIS OF BEARINGS FOR THIS SURVEY.

BENCHMARK

ELEVATIONS SHOWN HEREON ARE BASED UPON NVD 1929 DATUM ("MEAN SEA LEVEL"). BENCHMARK USED IS THE UGCS DISK ATOP THE CONCRETE HEADWALL FOR THE SAN FRANCISCO CREEK AT MIDDLEFIELD ROAD, PAULO ALTO AVENUE, AND WOODLAND AVENUE, WITH AN ELEVATION OF 55.73 FEET. TBM TO USE FOR SITEWORK IS THE CENTER OF THE SEWER MANHOLE LID WITH AN ELEVATION OF 48.92 FEET.

NOTES

I CERTIFY THAT THE PARCEL BOUNDARY WAS ESTABLISHED BY ME OR UNDER MY DIRECT SUPERVISION AND IS BASED UPON A FIELD SURVEY AND I CERTIFY THAT MONUMENTS SHOWN ARE OF THE CHARACTER STATED AS OF THE DATE OF THE FIELD SURVEY SHOWN BELOW.

BGT RELIED UPON A FIRST AMERICAN TITLE COMPANY PRELIMINARY TITLE REPORT, ORDER NO. 4102-264932B, AS TITLE REFERENCE. NO EASEMENTS WERE REFERENCED WITHIN SAID REPORT.

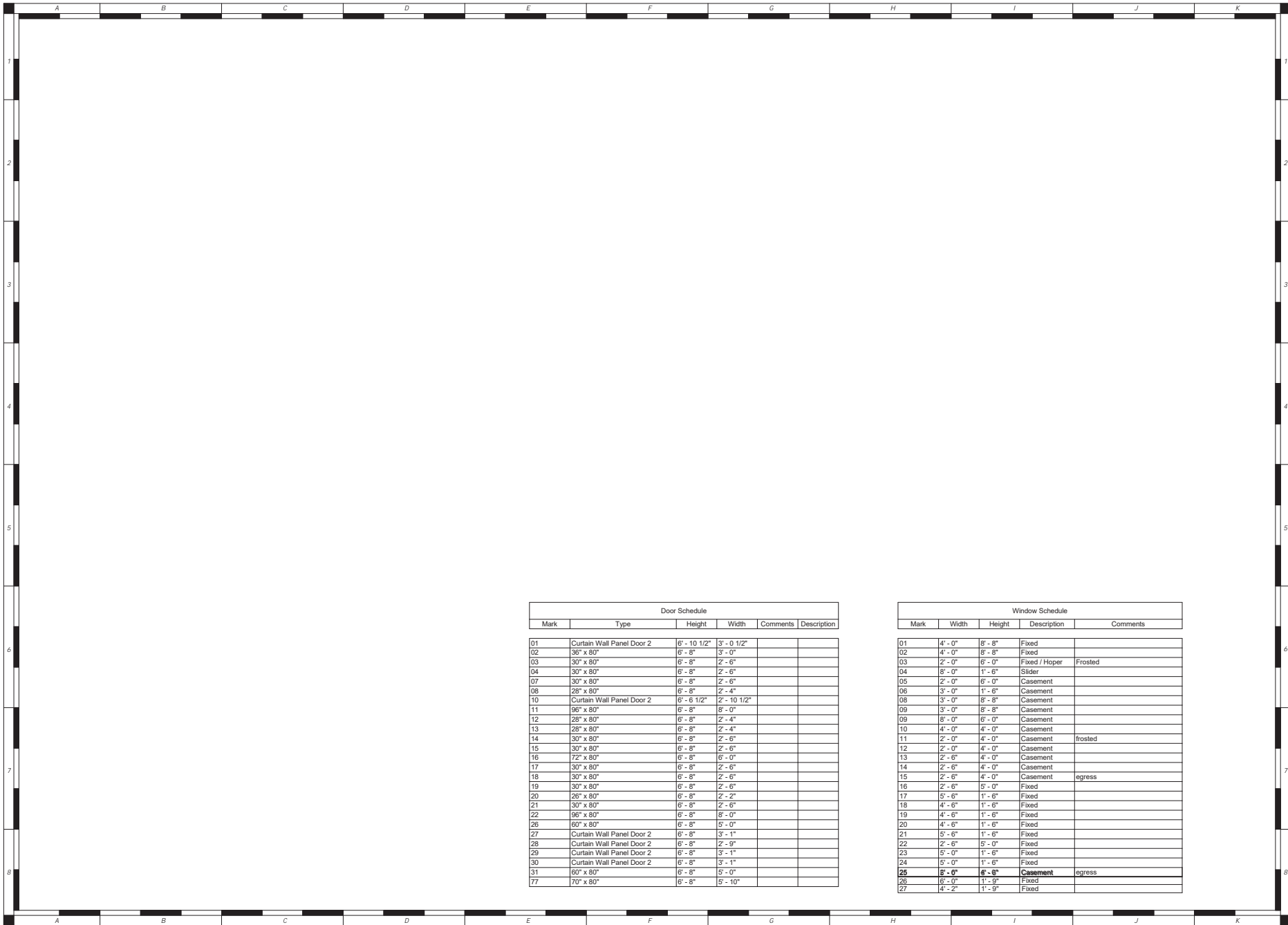
UTILITIES SHOWN HEREON TAKEN FROM VISUAL SURFACE EVIDENCE AND SHOULD BE CONSIDERED AS APPROXIMATE ONLY. ACTUAL LOCATIONS OF UTILITIES MAY VARY. TRUE LOCATION OF UTILITIES CAN ONLY BE OBTAINED BY EXPOSING THE UTILITY.

TREE LOCATIONS SHOWN HEREON ARE SHOWN SYMBOLICALLY WITH SYMBOL SIZES BASED UPON TRUNK DIAMETER AT CHEST HEIGHT. AT THE LOCATION WHERE THE TREE ENTERS THE GROUND SURFACE LOCATIONS AND SIZES OF TREE TRUNKS CAN ONLY BE CONSIDERED APPROXIMATE UNLESS OTHERWISE STATED ON THE MAP. TREES OF TRUNK DIAMETER SIZES OF 6 INCHES OR GREATER WERE LOCATED BY THE FIELD CREW.

SURVEY PERFORMED BY: BGT LAND SURVEYING, INC.
DATE OF FIELD SURVEY: MARCH 26, 2007
JOB NUMBER: 07-028

LEGEND

- AC ASPHALT CONCRETE
- BW BACK OF WALK
- CB CATCH BASIN
- CA CENTERLINE
- DMP CORRUGATED METAL PIPE
- D CAST IRON PIPE
- CD CLEAN OUT BOX
- CP SURVEY CONTROL POINT
- CTV CABLE TELEVISION LINE
- D1 DRAIN INLET
- EM ELECTRIC METER
- EW ELECTRIC WALL
- FF FINISHED FLOOR
- FL FLOWLINE
- FN FIRE HYDRANT
- GM GAS METER
- GRD GROUND
- GV GAS VALVE
- HCR HANDICAP RAUP
- HVE HIGH-VOLT ELECTRIC
- INVT INVERT
- IP IRON PIPE
- JF JOINT POLE
- KV KILOVOLT
- LAT LATERAL
- LC LIP OF CUTTER
- MON-MON MONUMENT TO MONUMENT DISTANCE
- PBV PARCELS/ISS VAOULT
- PCE POLE VAULT
- PP POWER POLE
- SDM STORM DRAIN MANHOLE
- SL STREET LIGHT BOX
- SLB SANITARY SEWER MANHOLE
- TSB TOP BACK OF CURB
- TBM TEMPORARY BENCHMARK
- TS TRAFFIC SIGNAL
- TSB TRAFFIC SIGNAL BOX
- WCP WATER CLAY PIPE
- WM WATER METER BOX
- WV WATER VALVE
- CTV- CABLE TELEVISION LINE
- E- ELECTRICAL LINE
- G- GAS LINE
- OH- OVERHEAD LINE
- SD- STORM DRAIN LINE
- SS- SANITARY SEWER LINE
- T- TELEPHONE LINE
- W- WATER LINE



Door Schedule					
Mark	Type	Height	Width	Comments	Description
01	Curtain Wall Panel Door 2	6' - 10 1/2"	3' - 0 1/2"		
02	30" x 80"	6' - 8"	3' - 0"		
03	30" x 80"	6' - 8"	2' - 6"		
04	30" x 80"	6' - 8"	2' - 6"		
07	30" x 80"	6' - 8"	2' - 6"		
08	28" x 80"	6' - 8"	2' - 4"		
10	Curtain Wall Panel Door 2	6' - 6 1/2"	2' - 10 1/2"		
11	96" x 80"	6' - 8"	8' - 0"		
12	28" x 80"	6' - 8"	2' - 4"		
13	28" x 80"	6' - 8"	2' - 4"		
14	30" x 80"	6' - 8"	2' - 6"		
15	30" x 80"	6' - 8"	2' - 6"		
16	72" x 80"	6' - 8"	6' - 0"		
17	30" x 80"	6' - 8"	2' - 6"		
18	30" x 80"	6' - 8"	2' - 6"		
19	30" x 80"	6' - 8"	2' - 6"		
20	26" x 80"	6' - 8"	2' - 2"		
21	30" x 80"	6' - 8"	2' - 6"		
22	96" x 80"	6' - 8"	8' - 0"		
26	60" x 80"	6' - 8"	5' - 0"		
27	Curtain Wall Panel Door 2	6' - 8"	3' - 1"		
28	Curtain Wall Panel Door 2	6' - 8"	2' - 9"		
29	Curtain Wall Panel Door 2	6' - 8"	3' - 1"		
30	Curtain Wall Panel Door 2	6' - 8"	3' - 1"		
31	60" x 80"	6' - 8"	5' - 0"		
77	70" x 80"	6' - 8"	5' - 10"		

Window Schedule				
Mark	Width	Height	Description	Comments
01	4' - 0"	8' - 8"	Fixed	
02	4' - 0"	8' - 8"	Fixed	
03	2' - 0"	6' - 0"	Fixed / Hoper	Frosted
04	8' - 0"	1' - 6"	Slider	
05	2' - 0"	6' - 0"	Casement	
06	3' - 0"	1' - 6"	Casement	
08	3' - 0"	8' - 8"	Casement	
09	3' - 0"	8' - 8"	Casement	
09	8' - 0"	6' - 0"	Casement	
10	4' - 0"	4' - 0"	Casement	
11	2' - 0"	4' - 0"	Casement	frosted
12	2' - 0"	4' - 0"	Casement	
13	2' - 6"	4' - 0"	Casement	
14	2' - 6"	4' - 0"	Casement	
15	2' - 6"	4' - 0"	Casement	egress
16	2' - 6"	5' - 0"	Fixed	
17	5' - 0"	1' - 6"	Fixed	
18	4' - 6"	1' - 6"	Fixed	
19	4' - 6"	1' - 6"	Fixed	
20	4' - 6"	1' - 6"	Fixed	
21	5' - 6"	1' - 6"	Fixed	
22	2' - 6"	5' - 0"	Fixed	
23	5' - 0"	1' - 6"	Fixed	
24	5' - 0"	1' - 6"	Fixed	
25	8' - 0"	6' - 0"	Casement	egress
26	6' - 0"	1' - 9"	Fixed	
27	4' - 2"	1' - 9"	Fixed	

MICHAEL RYAN ARCHITECTURE & DESIGN
 2020 JUNE 24
 800 W. WOODLAND AVENUE
 MENLO PARK, CA 94025
 650.326.1119
 mryana@mrarch.com



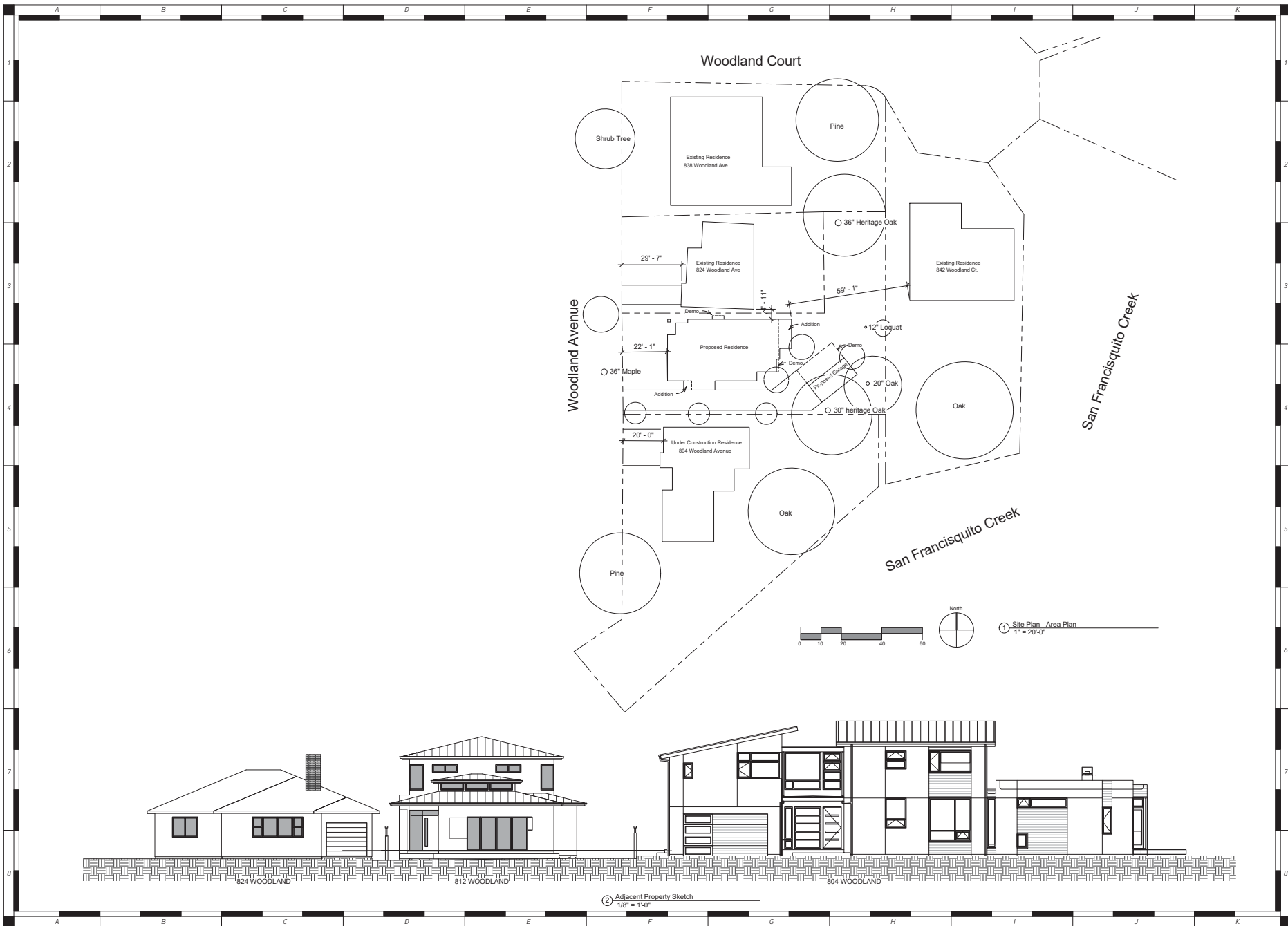
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Xu - Melani Residence

812 Woodland Avenue
 Menlo Park, CA
 94025

Schedules and Info

A0.1



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 2021 JUNE 24
 2021 JUNE 24
 2021 JUNE 24
 2021 JUNE 24



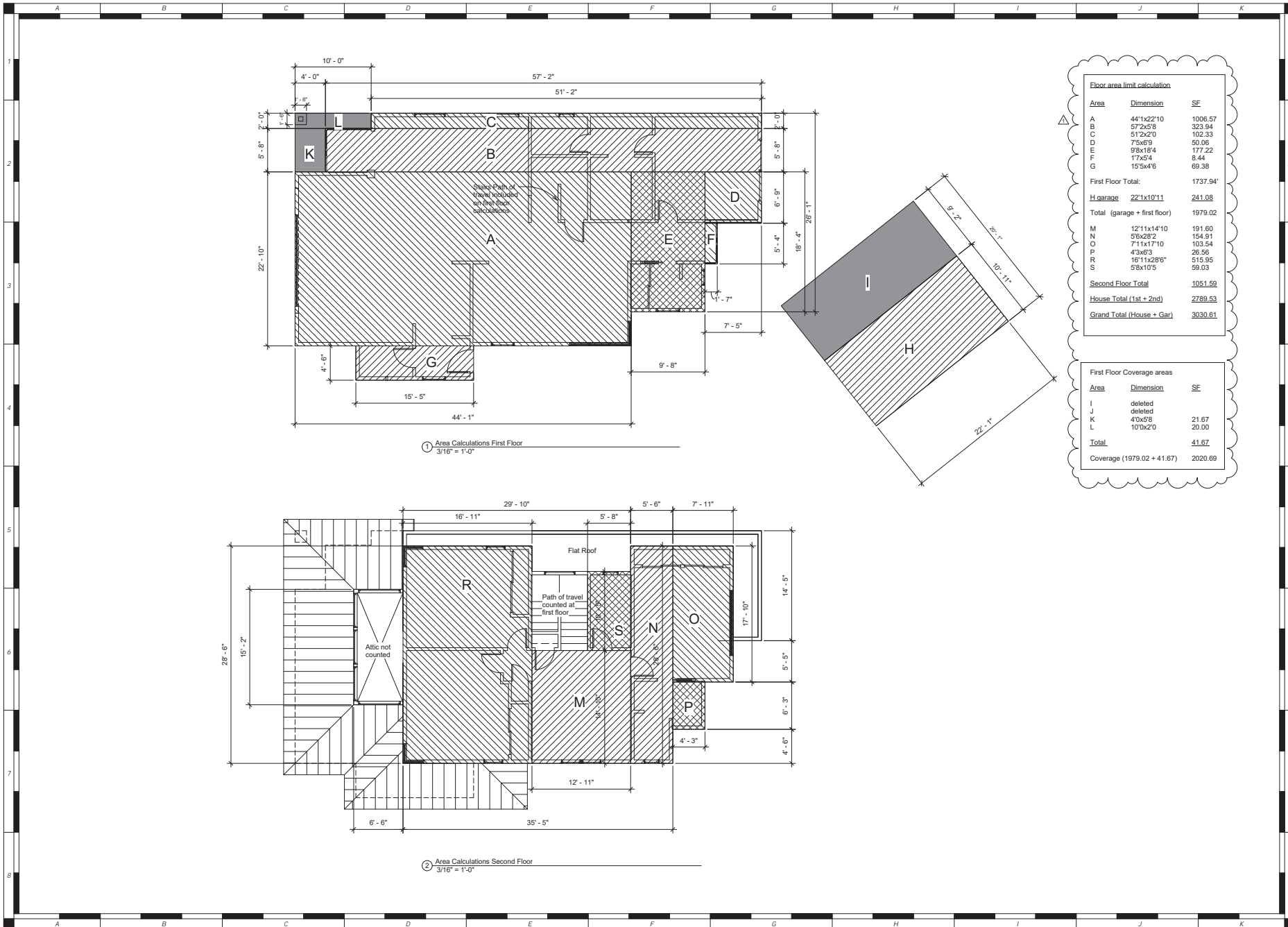
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Xu - Melani Residence

812 Woodland Avenue
 Menlo Park, CA
 94025

Local Area & Streetscape
 As indicated

A0.2



Floor area limit calculation		
Area	Dimension	SF
A	44'x22'10"	1006.57
B	57'x5'8"	323.94
C	51'x2'0"	102.33
D	7'x9'9"	59.96
E	9'8"x18'4"	177.22
F	17'x5'4"	8.44
G	15'x4'6"	69.38
First Floor Total:		1737.94'
H garage	22'x10'11"	241.08
Total (garage + first floor)		1979.02
M	12'11"x14'10"	191.60
N	5'6"x2'2"	154.91
O	7'11"x17'10"	103.54
P	4'3"x6'3"	26.56
R	16'11"x28'6"	515.95
S	5'8"x10'5"	59.03
Second Floor Total		1051.59
House Total (1st + 2nd)		2789.53
Grand Total (House + Gar)		3030.61

First Floor Coverage areas		
Area	Dimension	SF
I	deleted	
J	deleted	
K	4'0"x5'8"	21.67
L	10'0"x2'0"	20.00
Total		41.67
Coverage (1979.02 + 41.67)		2020.69

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 TEL: 650.321.1111
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REGISTERED ARCHITECT
 STATE OF CALIFORNIA
 No. C-30179
 Exp. 1/31/19

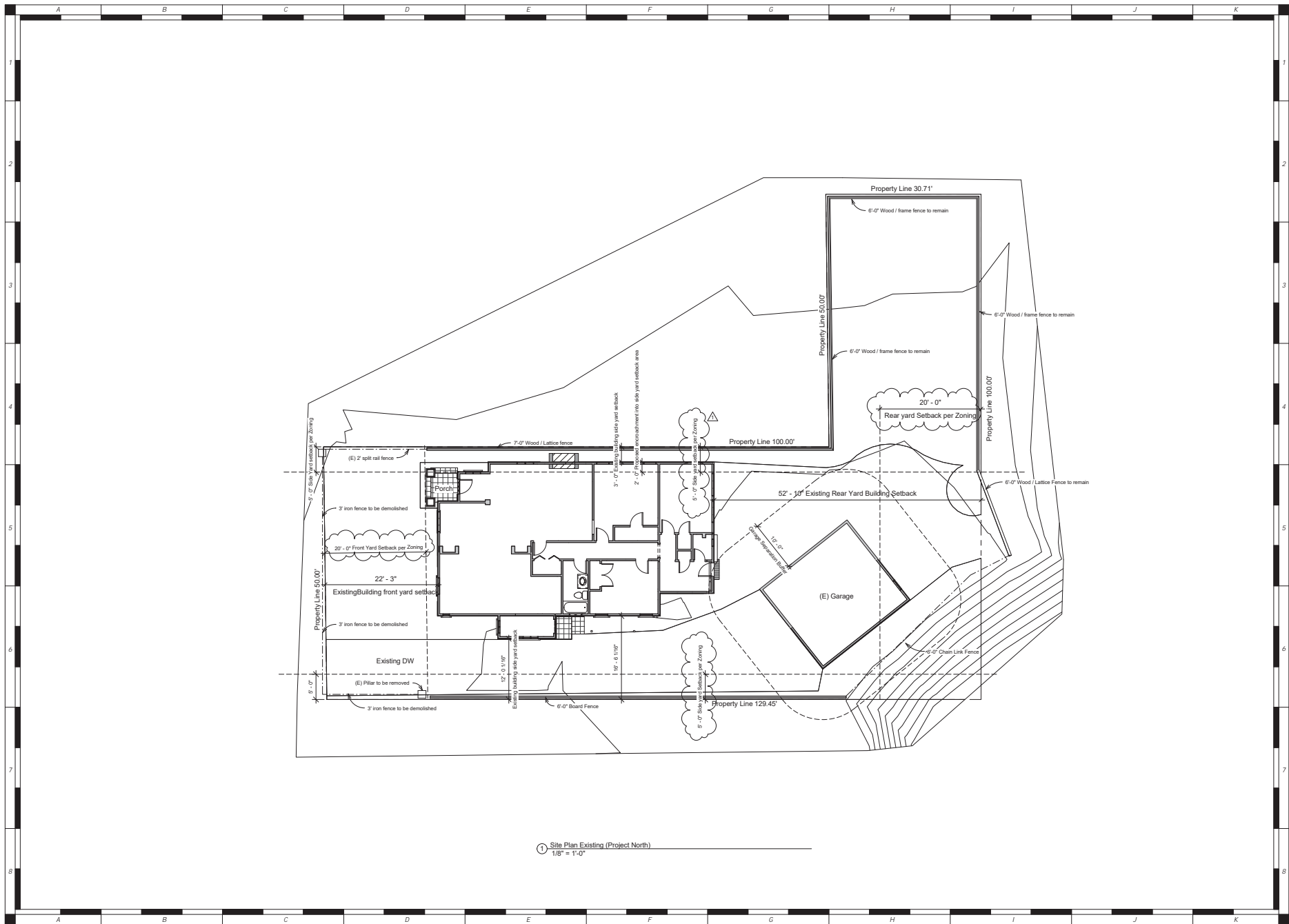
05-17-16

Xu - Melani Residence

812 Woodland Avenue
 Menlo Park, CA
 94025

Area Calculations
 3/16" = 1'-0"

A0.3



1 Site Plan Existing (Project North)
1/8" = 1'-0"

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SAN ANTONIO, TX 78202
TEL: 214.207.1111
MRYAN@MRAD.COM



05-17-16

Xu - Melani Residence
812 Woodland Avenue
Menlo Park, CA
94025

Site Plan Existing
1/8" = 1'-0"

A1.0



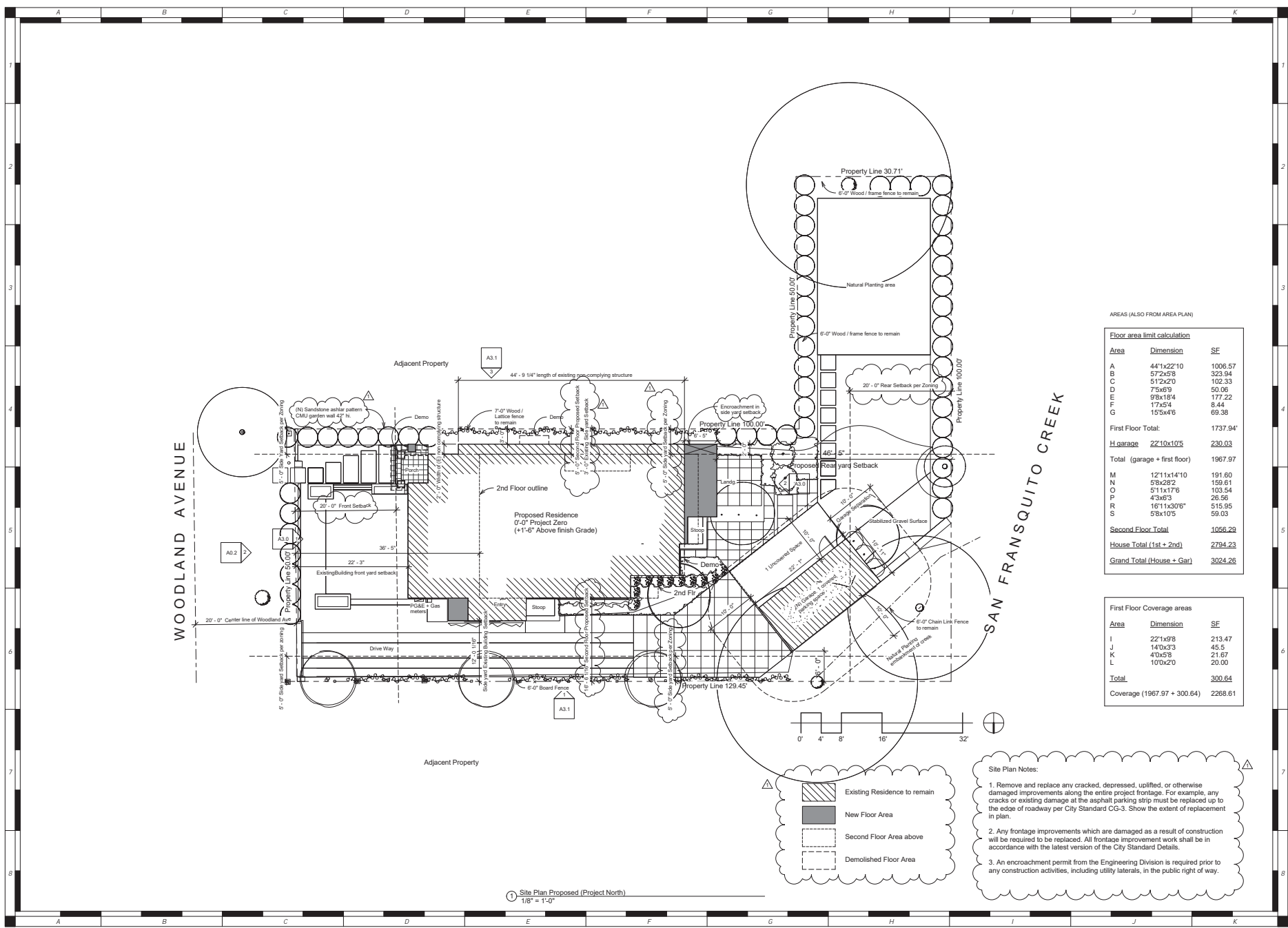
05-17-16

Xu - Melani Residence

812 Woodland Avenue
 Menlo Park, CA
 94025

Site Plan Proposed
 1/8" = 1'-0"

A1.1



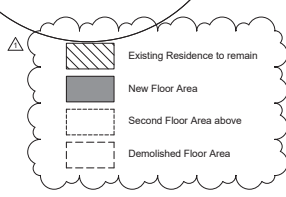
AREAS (ALSO FROM AREA PLAN)

Floor area limit calculation

Area	Dimension	SF
A	44'1"x22'10"	1006.57
B	57'2"x5'8"	323.94
C	51'2"x2'0"	102.33
D	7'3"x6'9"	50.06
E	9'8"x18'4"	177.22
F	17'x5'4"	8.44
G	15'3"x4'6"	69.38
First Floor Total:		1737.94'
H garage	22'10"x10'5"	230.03
Total (garage + first floor)		1967.97
M	12'11"x14'10"	191.60
N	5'8"x2'8"	159.61
O	5'11"x17'6"	103.54
P	4'x3'3"	29.56
R	16'11"x30'6"	515.95
S	5'8"x10'5"	59.03
Second Floor Total		1056.29
House Total (1st + 2nd)		2794.23
Grand Total (House + Gar)		3024.26

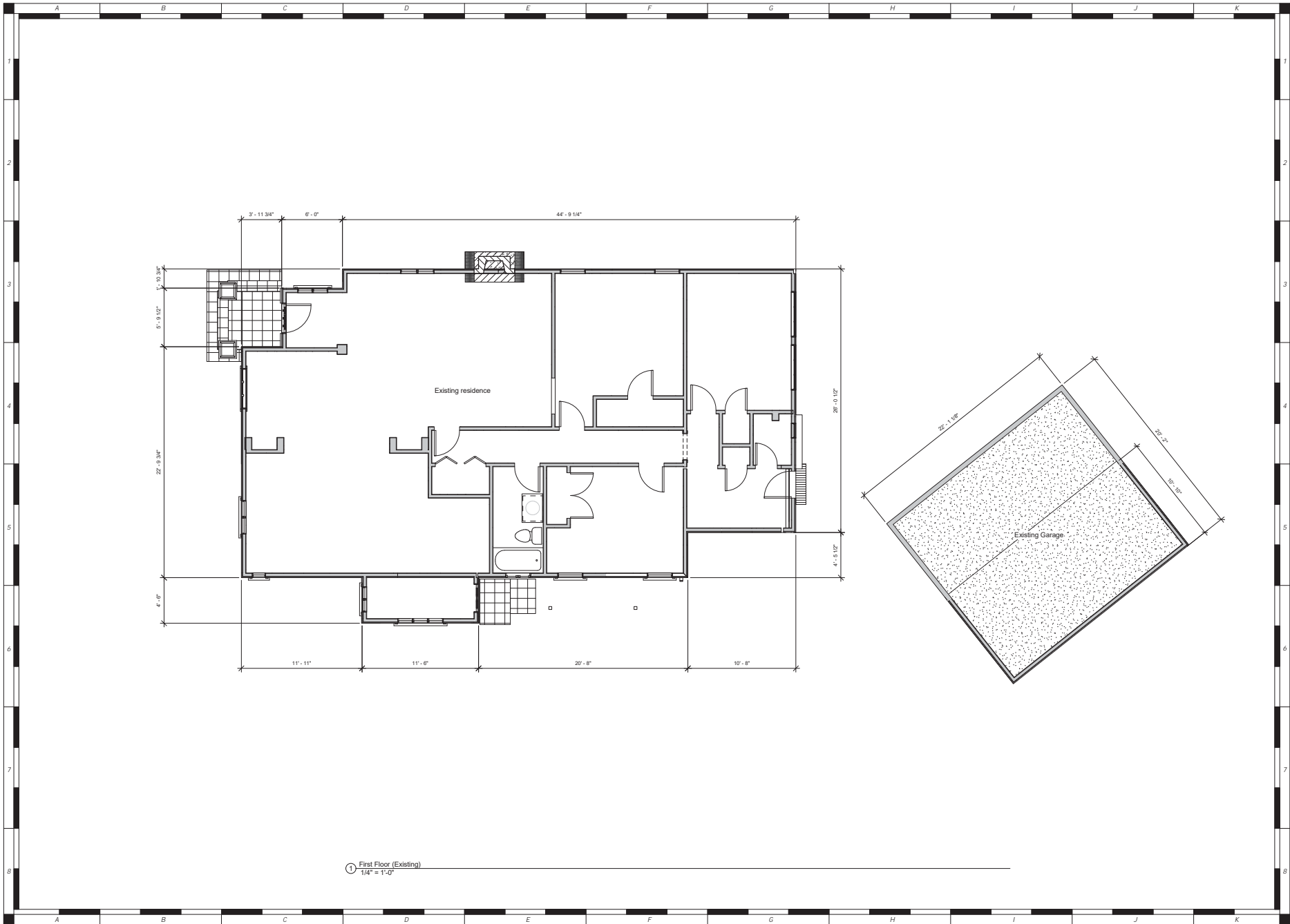
First Floor Coverage areas

Area	Dimension	SF
I	22'1"x9'8"	213.47
J	14'0"x3'3"	45.5
K	4'0"x5'8"	21.67
L	10'0"x2'0"	20.00
Total		300.64
Coverage (1967.97 + 300.64)		2268.61



- Site Plan Notes:**
1. Remove and replace any cracked, depressed, uplifted, or otherwise damaged improvements along the entire project frontage. For example, any cracks or existing damage at the asphalt parking strip must be replaced up to the edge of roadway per City Standard CG-3. Show the extent of replacement in plan.
 2. Any frontage improvements which are damaged as a result of construction will be required to be replaced. All frontage improvement work shall be in accordance with the latest version of the City Standard Details.
 3. An encroachment permit from the Engineering Division is required prior to any construction activities, including utility laterals, in the public right of way.

Site Plan Proposed (Project North)
 1/8" = 1'-0"



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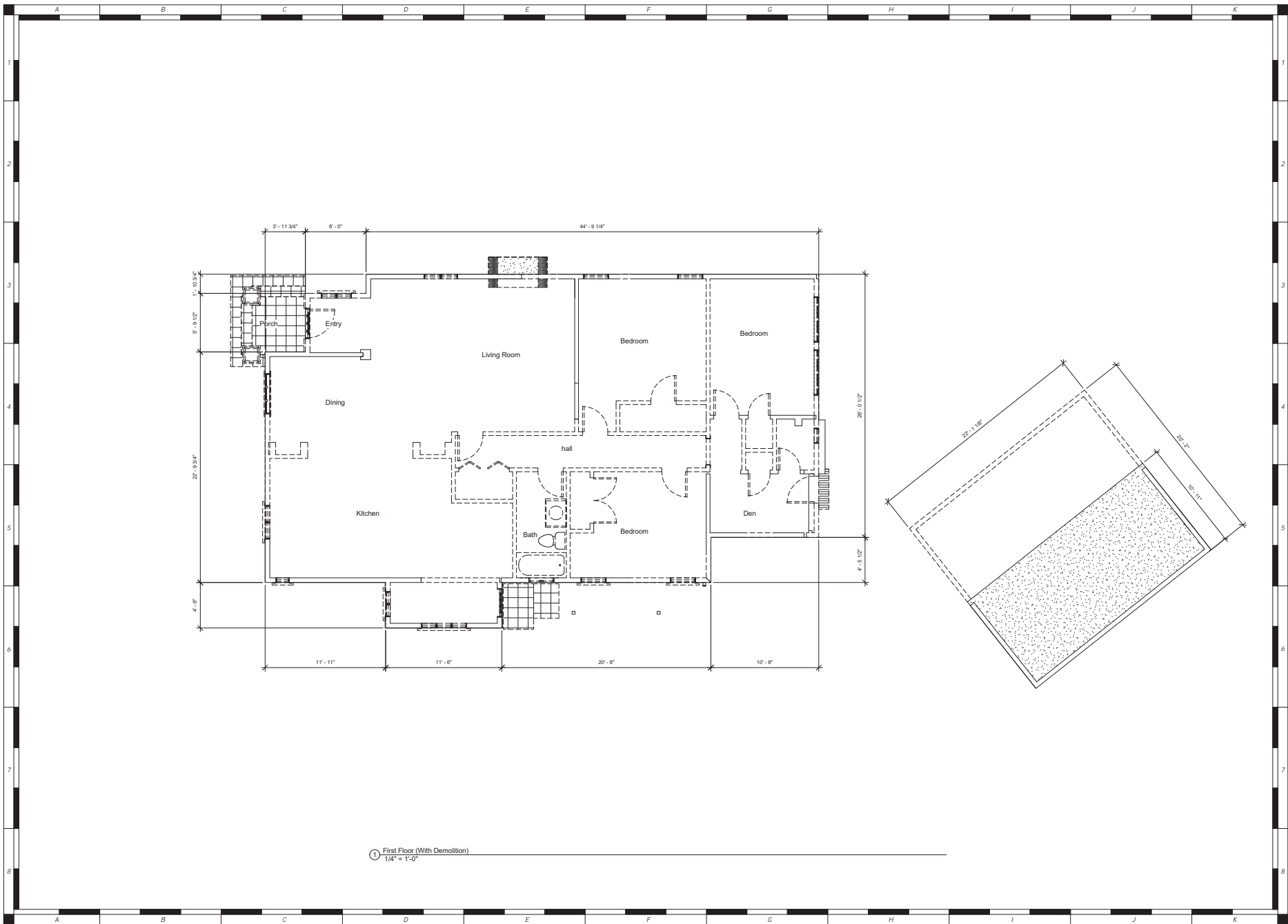
05-17-16

Xu - Melani Residence
812 Woodland Avenue
Menlo Park, CA
94025

First Floor Plan
(Existing)
1/4" = 1'-0"

A2.0

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① First Floor (With Demolition)
1/4" = 1'-0"

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RYAN
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&
DESIGN
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SUITE 100
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05-17-16

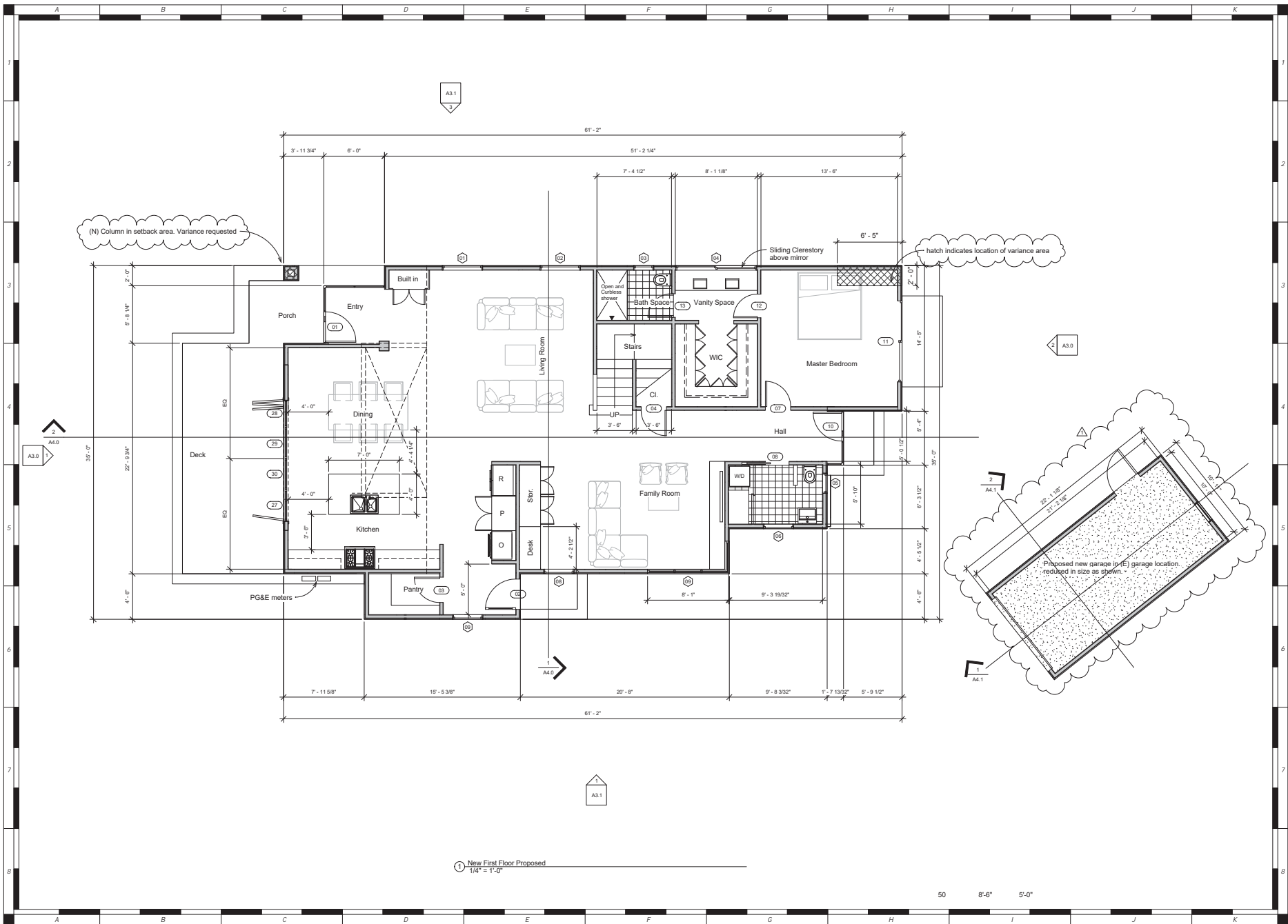
Xu - Melani Residence

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94025

Demolition Plan
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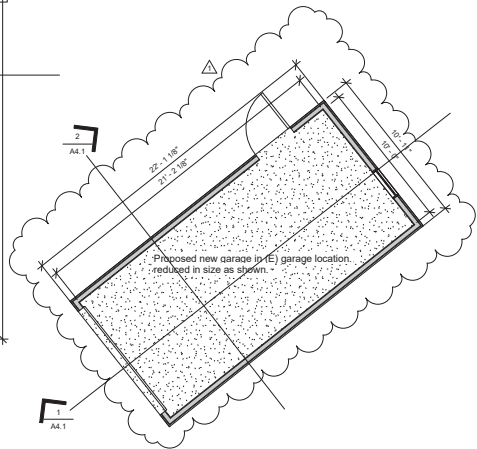


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 WWW.MRARCHITECT.COM



05-17-16

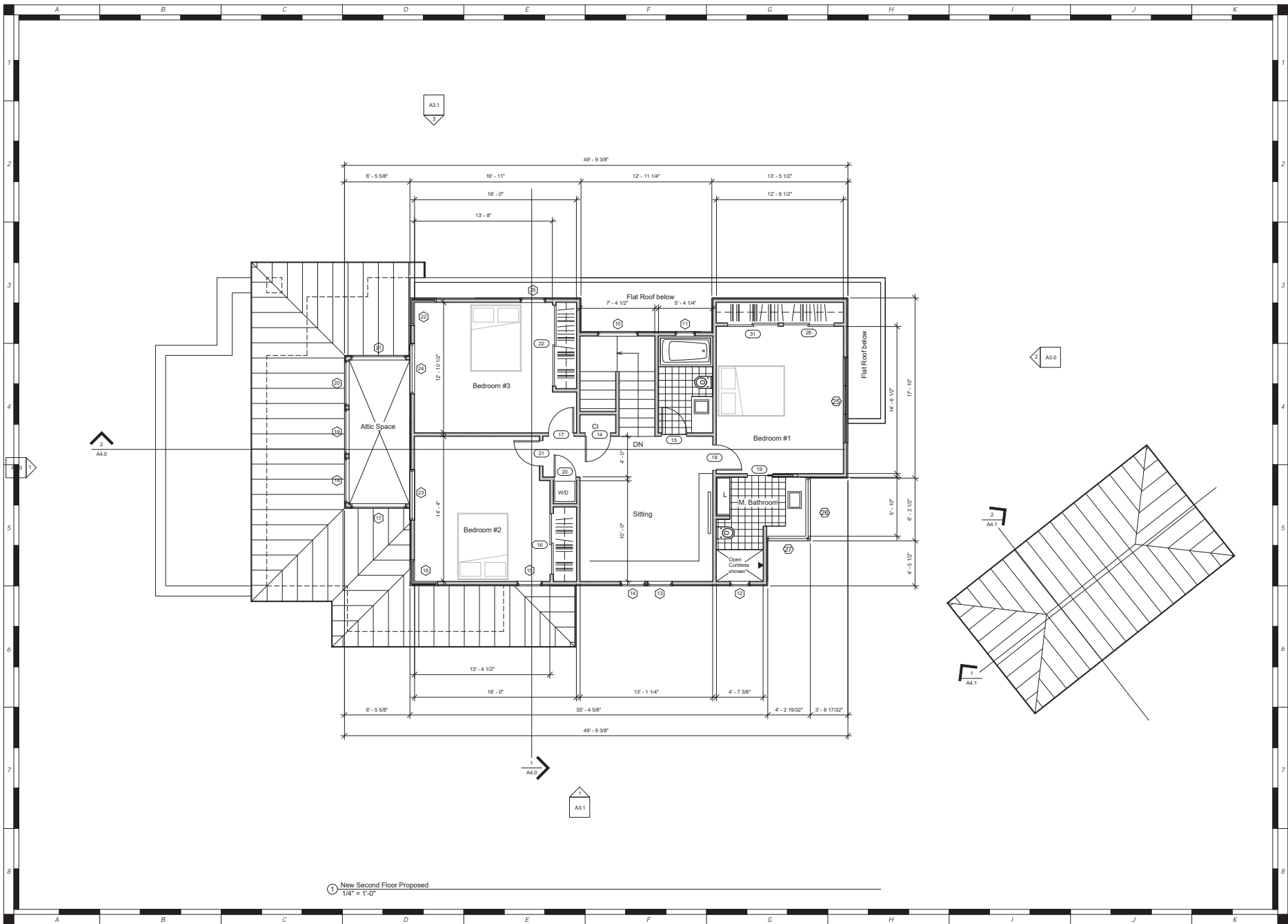
Xu - Melani Residence
 812 Woodland Avenue
 Menlo Park, CA
 94025



1 New First Floor Proposed
 1/4" = 1'-0"

First Floor
 (Proposed)
 1/4" = 1'-0"

A2.2



① New Second Floor Proposed
1/4" = 1'-0"

MICHAEL
RYAN
ARCHITECTURE
&
DESIGN
200 JANE A. FOND
AVENUE, SUITE 100
MENLO PARK, CA 94025
TEL: 650.321.1119
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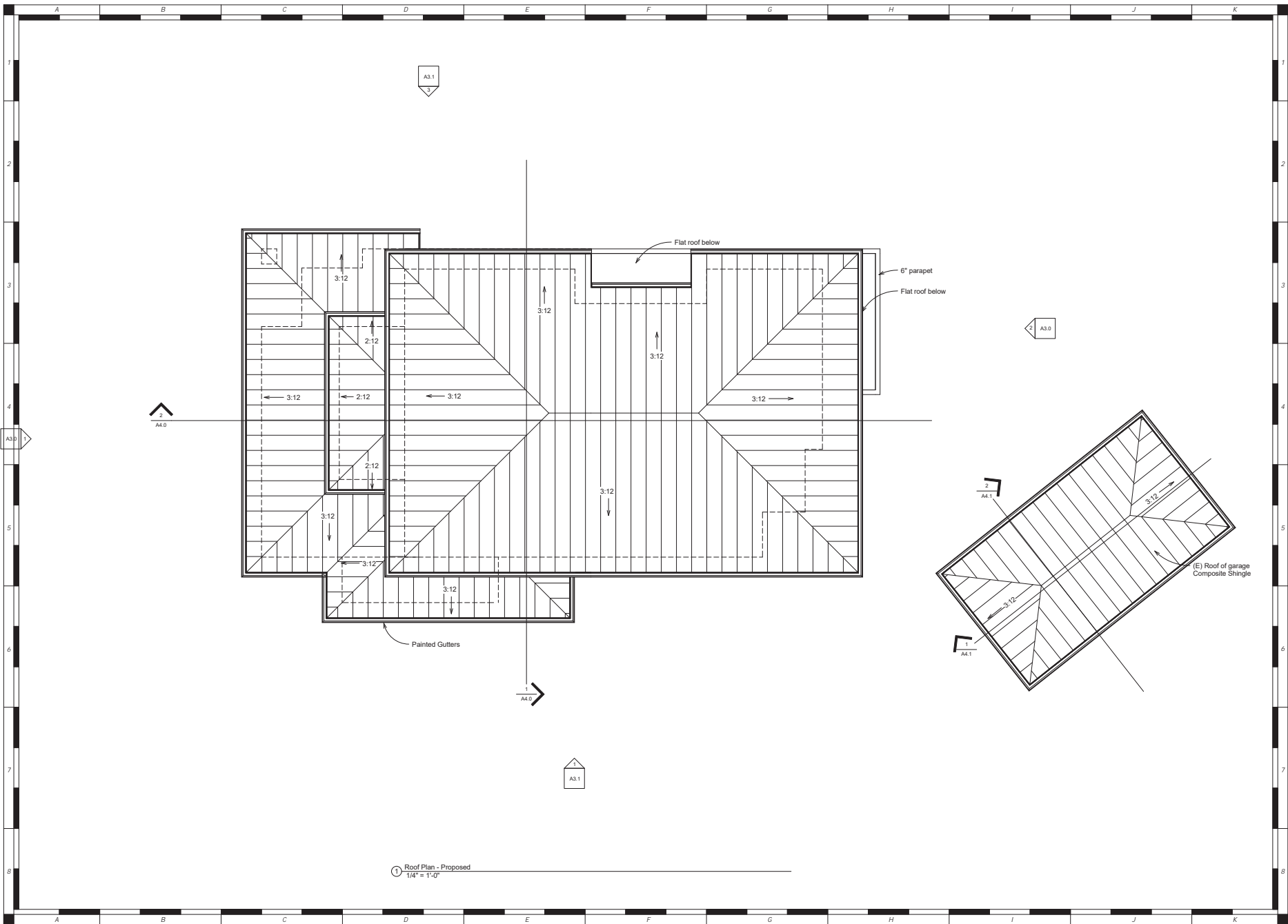


05-17-16

Xu - Melani Residence
812 Woodland Avenue
Menlo Park, CA
94025

Second Floor
(Proposed)
1/4" = 1'-0"

A2.3



1 Roof Plan - Proposed
 1/4" = 1'-0"

MICHAEL RYAN ARCHITECTURE & DESIGN
 200 JANE A. WOODLAND AVENUE
 MENLO PARK, CA 94025
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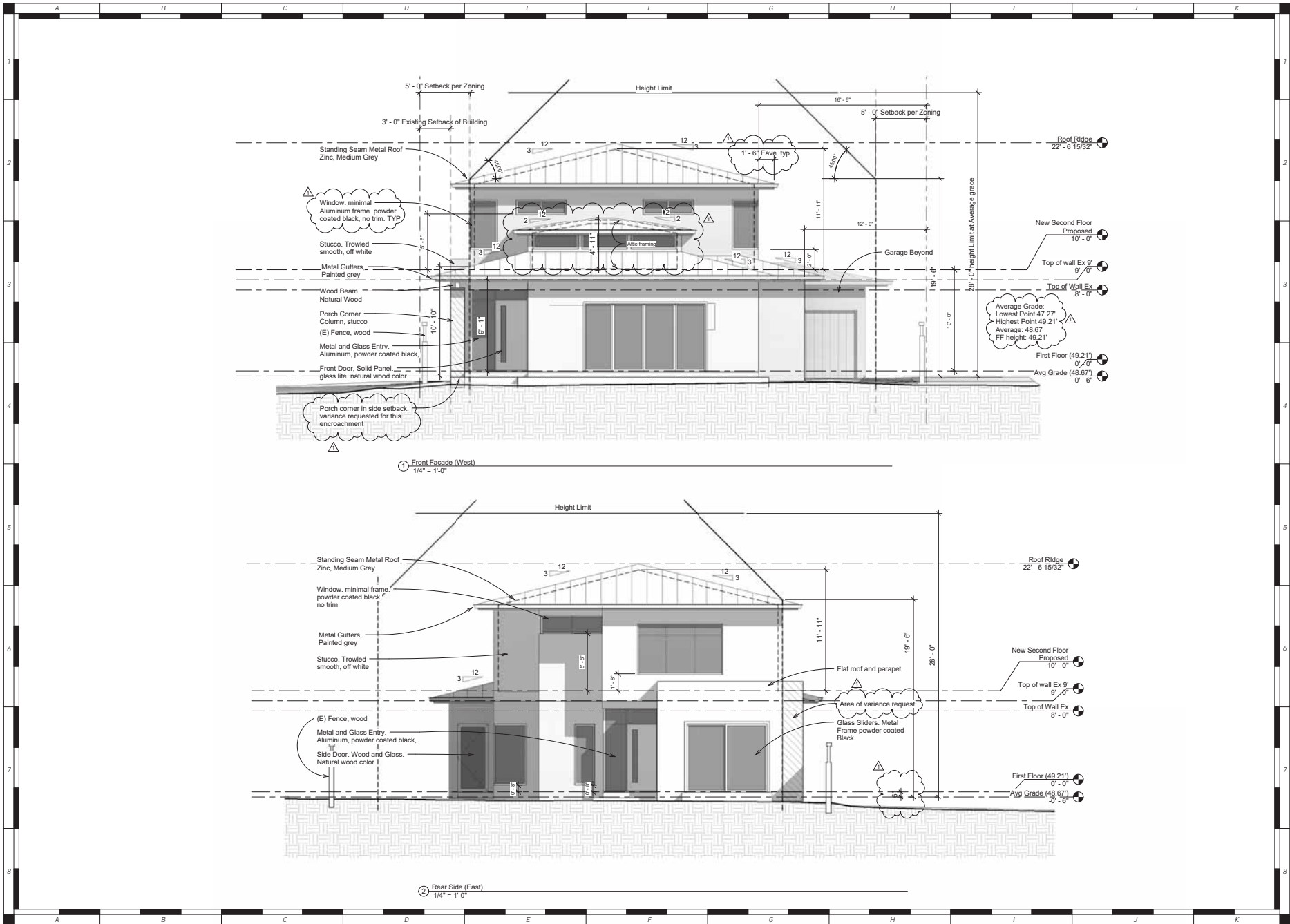


05-17-16

Xu - Melani Residence
 812 Woodland Avenue
 Menlo Park, CA
 94025

Roof Plan
 1/4" = 1'-0"

A2.4



MICHAEL RYAN ARCHITECTURE & DESIGN
 2021 JUNE 24
 No. C-30179
 Exp. 1.31.19
 800 W. WOODLAND AVENUE
 MENLO PARK, CA 94025
 650.326.8888



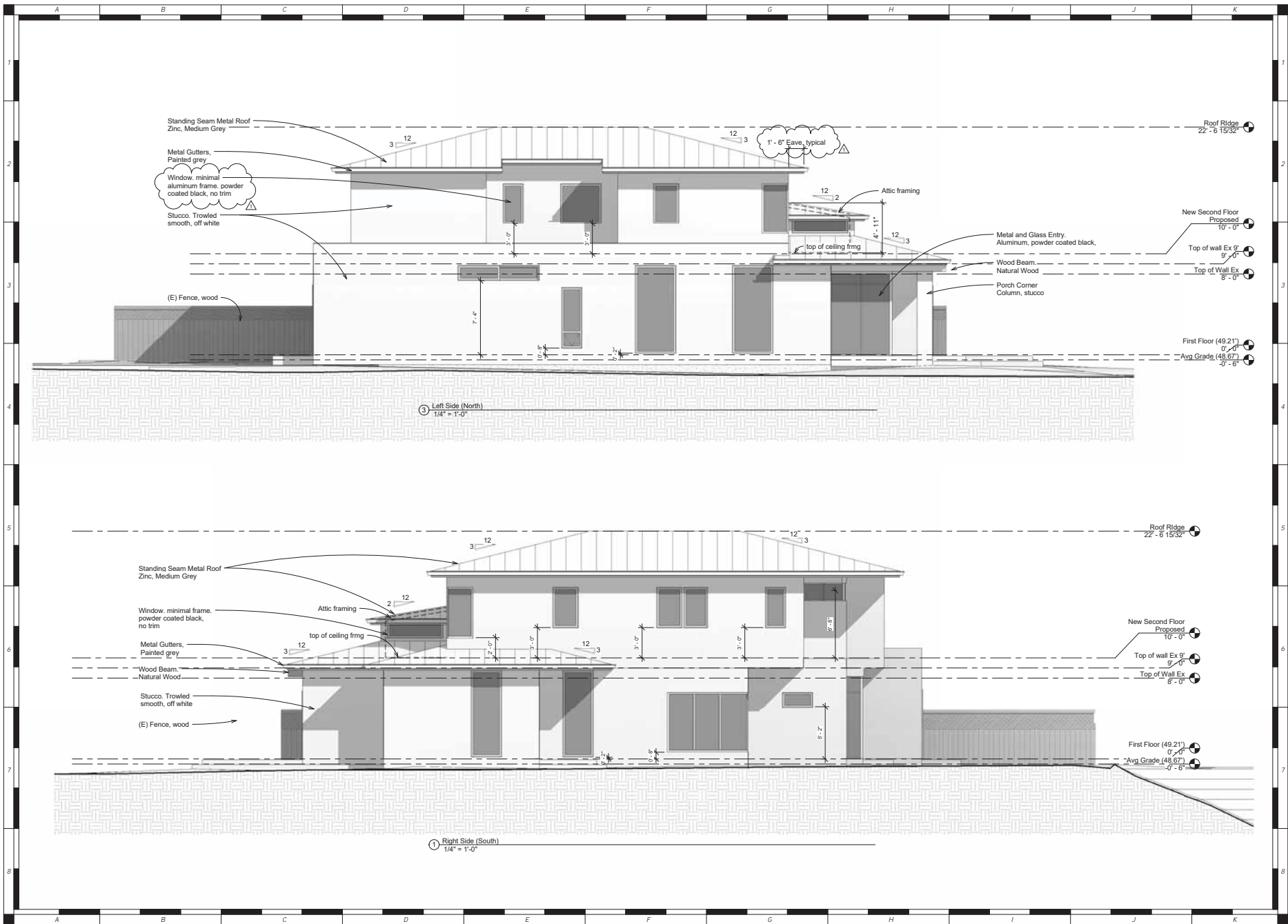
05-17-16

Xu - Melani Residence

812 Woodland Avenue
 Menlo Park, CA
 94025

Elevations
 1/4" = 1'-0"

A3.0



MICHAEL RYAN ARCHITECTURE & DESIGN
 200 LAJAVE AVE
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 INFO@MRAD.COM



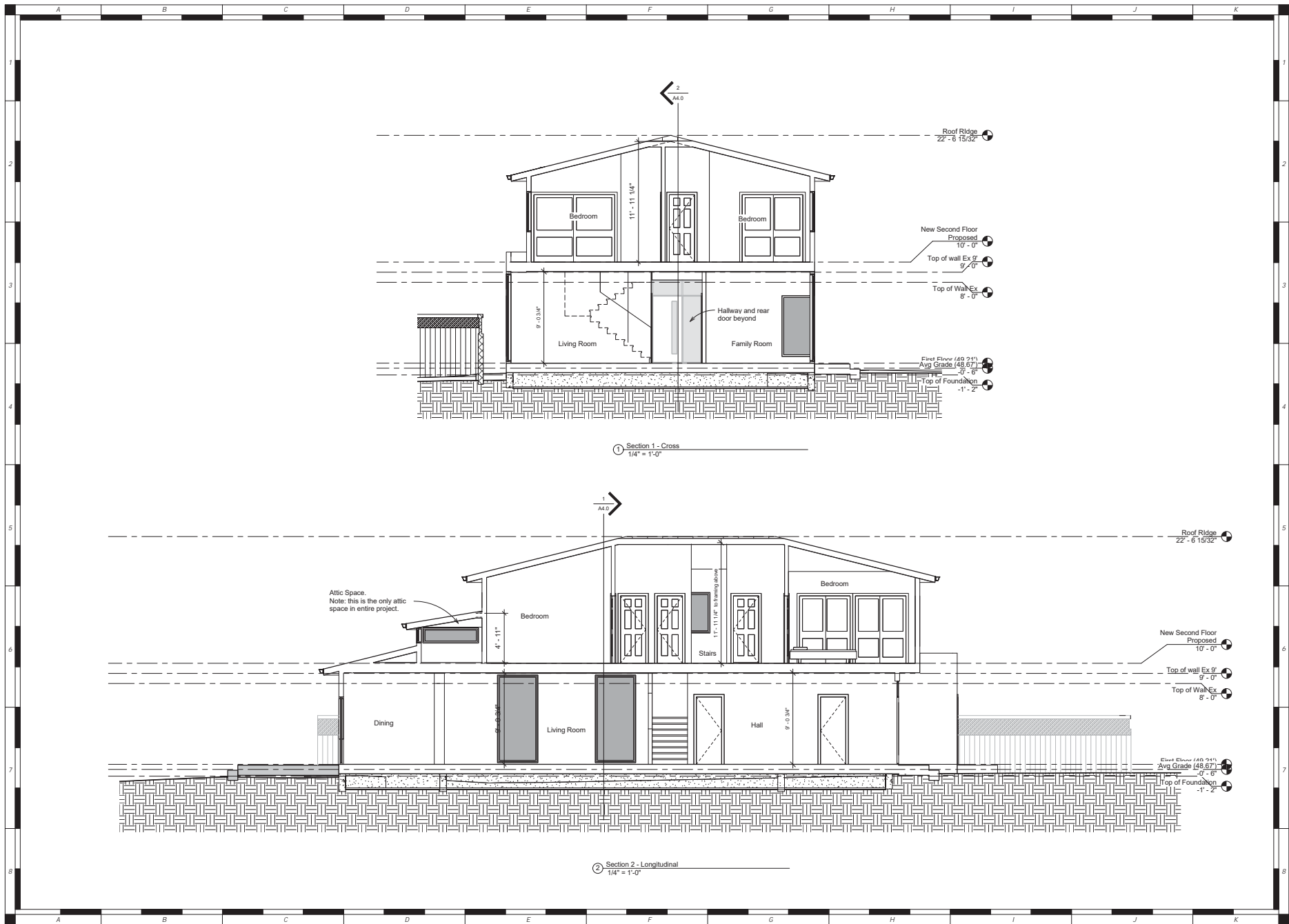
05-17-16

Xu - Melani Residence

812 Woodland Avenue
 Menlo Park, CA
 94025

Elevations
 1/4" = 1'-0"

A3.1



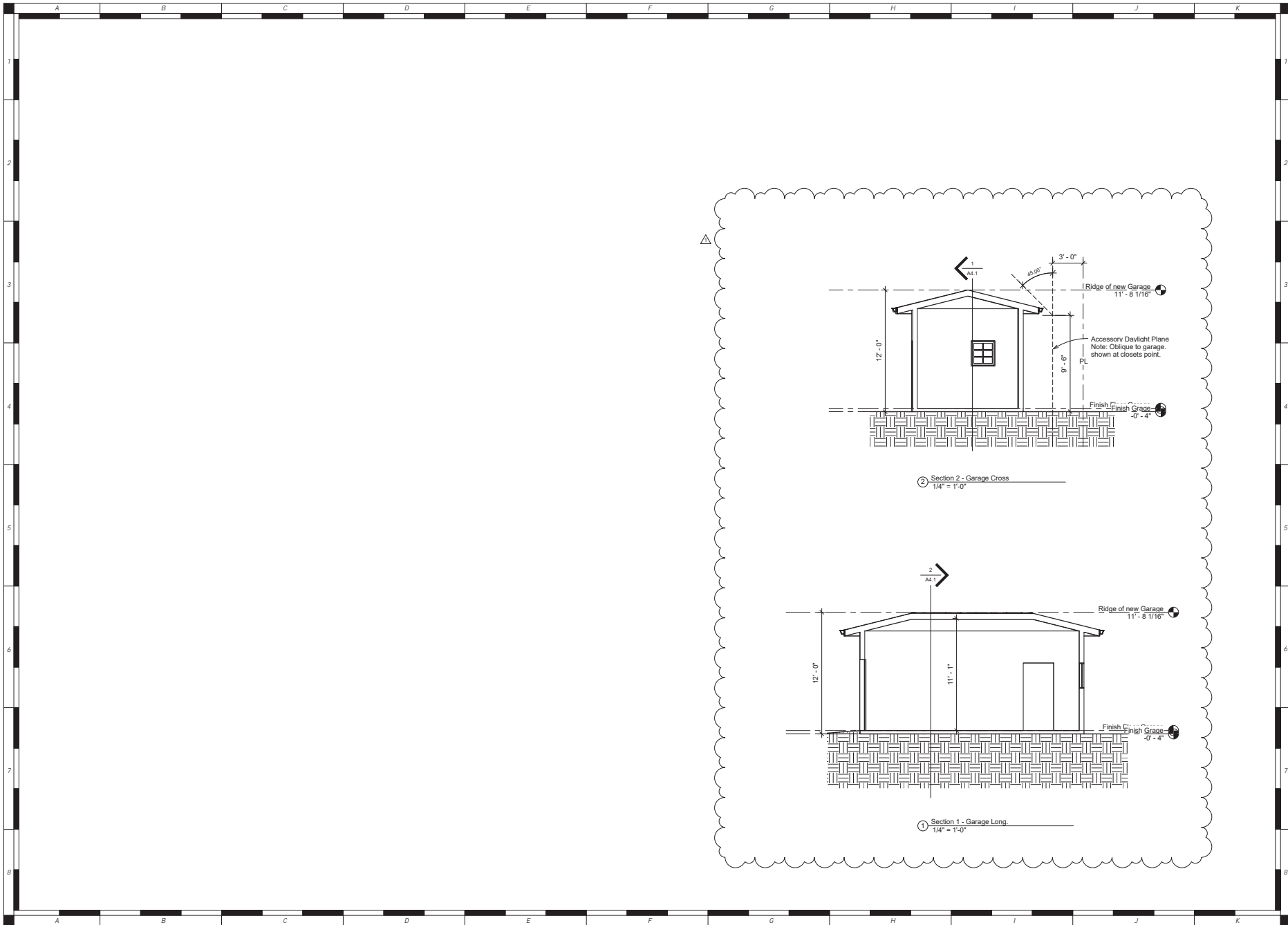
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MENLO PARK, CA 94025
TEL: 650.327.0071
MRYAN@MRAD.COM



05-17-16

Xu - Melani Residence
812 Woodland Avenue
Menlo Park, CA
94025

Sections
1/4" = 1'-0"
A4.0



MICHAEL RYAN ARCHITECTURE & DESIGN
 200 JANE A. WOOD AVENUE
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 TEL: 650.327.1111
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LICENSED ARCHITECT
 MICHAEL RYAN
 No. C-30179
 Exp. 1.31.19

05-17-16

Xu - Melani Residence
 812 Woodland Avenue
 Menlo Park, CA
 94025

Sections
 1/4" = 1'-0"
A4.1

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③ Left Side (North)
1/4" = 1'-0"

① Right Side (South)
1/4" = 1'-0"

MICHAEL
RYAN
ARCHITECTURE
&
DESIGN
2200 LANE #1
MENLO PARK, CA
94025
TEL: 650.320.1111
WWW.MRARCHITECTURE.COM



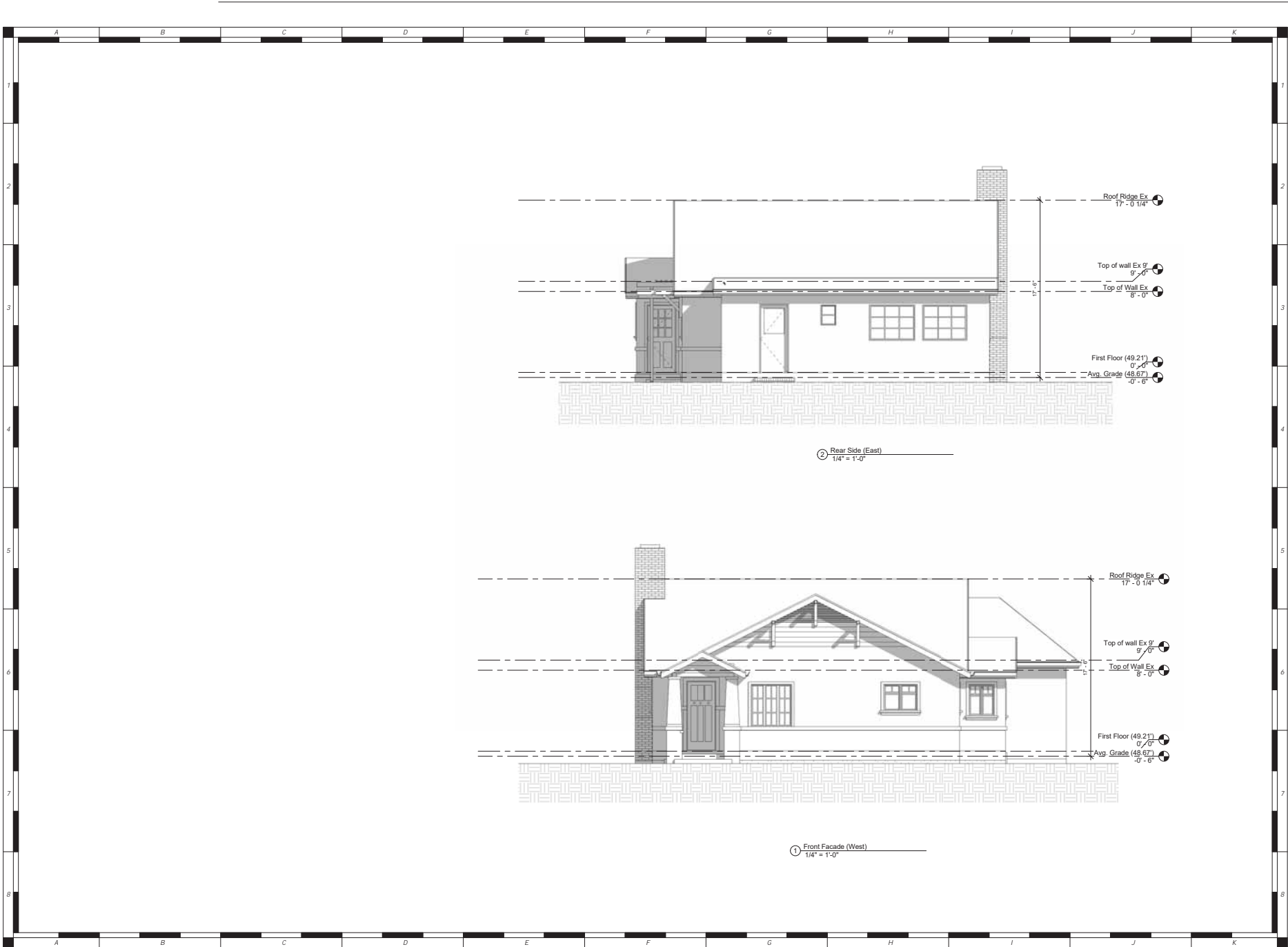
12-12-12

Xu - Melani Residence

812 Woodland Avenue
Menlo Park, CA
94025

Existing
Elevations
1/4" = 1'-0"

A6.0



MICHAEL RYAN ARCHITECTURE & DESIGN
 2200 LANE #1
 MENLO PARK, CA 94025
 TEL: 650.321.1111
 FAX: 650.321.1112
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ARCHITECT
 MICHAEL RYAN
 No. C-307179
 Exp. 1.31.13

12-12-12

Xu - Melani Residence
 812 Woodland Avenue
 Menlo Park, CA
 94025

Existing Elevations
 1/4" = 1'-0"

A6.1

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CITY OF MENLO PARK
BUILDING

01-16-17

Project Description
812 Woodland Avenue
Menlo Park CA 94025

Owners: Karen Xu and Matteo Melani.

The home located at 812 Woodland Avenue currently is a 3 bedroom, two bath, stucco craftsman house. The site is a flag lot, butting up against the San Fransquito Creek. The site includes a main residence and a detached one car garage which matches the main house in style. The project seeks to add onto the main house a second floor and to remodel the detached garage, creating a 4 bedroom, 4 bath home and a single car garage with a carport. The craftsman style is going to be changed for a more "Contemporary California" look. A modern style characterized by smooth stucco walls, minimalist windows and trim details, metal standing seam roof.

The garage will also be remodeled. Due to the site conditions, it's really not feasible to move the garage, so instead it will be adjusted. Specifically, the building will be reduced in size. Currently the garage is somewhat of an oversized one car garage with a staircase inside going to attic storage above. It is the intention of the project to move the staircase to the exterior of the building, and also to reduce the footprint of the existing structure to a purely one car garage, with an exterior car port to the side. The extra area gained from this will be applied to the main house floor area.

The project seeks a variance to add floor area to the left side of the main house, inside the 5 foot setback. Originally the building was built at a time when the setbacks were 3 feet, and with limited choices for the new addition coupled with the restrictions of the existing site conditions, we feel it's appropriate to add onto the structure continuing the 3 foot setback (see variance findings).

A new short stone wall and gate will be added to the front of the site, allowing a more inviting front yard sitting and sunning area. There will be a path from woodland to the front door through this front yard space, and a trellis for plants to grow onto.

The rear yard and flag shaped area at the back will be left natural. No trees or planting are proposed to be changed at this time.

Thank you.

Michael Ryan, Architect for 812 Woodland Ave.

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CITY OF MENLO PARK
BUILDING

12-03-16

Variance Findings
812 Woodland Avenue
Menlo Park CA 94025

Owners: Karen Xu and Matteo Melani.

1. *That a hardship peculiar to the property and not created by any action of the owner exists. In this context, personal, family or financial difficulties, loss of prospective profits and neighboring violations are not hardships justifying a variance. Further, a previous variance can never have set a precedent, for each case must be considered only on its individual merits;*

With regard to the property, the hardship that exists is a culmination factors from a number of different forces that create it. The first is that the property is now non-conforming. At some point in the planning code, minimum lot widths have been adjusted, effectively pinching the property. This coupled with changed (increased) side yard setback rules effectively have created a condition on the property in which the existing house is within the side yard setback (on the northern side 2 feet into 5 foot setback). The opposite side yard is the 10 foot wide driveway allowing access to the small garage structure located towards the rear of the property. The garage itself is canted at an angle of about 45 degrees due to the San Francisquito Creek and its embankment (see site plan). This results in a condition in which the garage itself cannot be moved further back into the property without causing a negative impact on the site of either more driveway hardscape (flooding) and/or the loss of the desirable open space toward the rear of the property, shared by all the neighbors who abut the creek. Since there is also a rule of separation from the main house to the detached garage, the existing buildable envelope is also being squeezed front-to-back. The Granting of a variance would only increase the bulk of the house slightly, in areas of the property almost invisible to the general public, and by keeping the house and bulk closer to the front of the property the proposed project attempts to mitigate these factors by maintaining a desirable street frontage, and also leaving the rear of the property as open space enjoyed by all surrounding neighbors who enjoy the rugged nature along the creek side.

2. *That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming properties in the same vicinity, and that a variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his or her neighbors;*

Having attempted various design options with the client, it is clear that in order to actively comply with the planning and zoning controls would result is a building that would not be a viable single family residence for any family with more than two people. The "squeezing" noted in the previous finding results in various designs of a linear nature, effectively a "shotgun shack", and with a hallway included in that type of building form the bedrooms and ancillary spaces also get squished. Adding to that this would all hinge on the ability of the garage to be moved, very far back, into the flag shape of the property. For the clients (and I as a responsible urban planner) this is a "non-starter" solution, as it would put the garage effectively in the back yard of the adjacent neighbor, now we realize that this piece of property is owned by the applicants, but it still sits directly behind the adjacent neighbor, so although it's not his legal backyard, it is very much part of the overall rear open space shared by all.

3. *That granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property;*

The project seeks to do exactly this. With the project being located toward the street frontage, it leaves more of the open space available to all, allowing light and air to easily move through the natural landscape. The proposed house also generally speaking satisfies the daylight planes set forth in the code, and the area where the non-compliance occurs will also not affect the immediate neighbors. By not having to make a long slotted shaped building, there is a substantial gain in keeping the project bulk localized, as we know from high school geometry class, a “squar-ish” shaped volume contains space more efficiently than a long rectilinear volume, i.e. less surface area per unit of volume.

4. *That the conditions upon which the requested variance is based would not be applicable, generally, to other properties within the same zoning classification;*

The granting of a variance would help the client mitigate the fact that the creek embankment and the desirable open space need not be compromised by strict reading of the code itself. The creek is an organic snaking object that affects everyone differently who lives abutting it. Any other conditions on any other site would be different because of this.

5. *That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process.*

The staff and the clients are well aware of the specific conditions of this site. The embankment of the creek is not a “set line” on the property but a fluid and dynamic natural boundary that makes establishing some sort of setback or buildable envelope, that respects the natural conditions, or guarantees that there won’t be a negative impact on the site (like sliding or erosion) easy or concrete. By leaving the garage where it is, and allowing the house a little leeway at the front of the property, we preserve the natural wonder and character of the creek and the site and the overall semi-wild landscape. No trees will be affected by the new project, and all the earth and landscape will remain undisturbed.

Thank you.

Michael Ryan, Architect for 812 Woodland Ave.

Dave Bragg

804 Woodland Ave
Menlo Park, CA 94025

25th October, 2016

Menlo Park Building Division

701 Laurel St.
Menlo Park, CA 94025

Dear City Building Division

We have reviewed the design drawings for our neighbor Karen and Matteo's proposed remodeling plan for their house (812 Woodland Ave.) They informed us that they would ask for the side 5-foot setback exception. We support the design including the request to extend left wall for the addition using the same setback as the current structure.

Sincerely,



Dave Bragg

650-867-9965

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FEB 01

CITY OF MENLO PARK
BUILDING

Darby & Krista Brennan

824 Woodland Ave.
Menlo Park, CA 94025

25th October, 2016

Menlo Park Building Division

701 Laurel St. .
Menlo Park, CA 94025

Dear City Building Division

We have reviewed the design drawings for our neighbor Karen and Matteo's
purposed remodeling plan for their house (812 Woodland Ave.) They
informed us that they would ask for the side 5-foot setback exception. We
support the design including the request to extend left wall for the addition
using the same setback as the current structure.

Sincerely,



Darby and Krista

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CITY OF MENLO PARK
BUILDING



STAFF REPORT

Planning Commission

Meeting Date: 6/18/2018
Staff Report Number: 18-062-PC

Public Hearing: Use Permit/Shashank Chavan/207 Felton Drive

Recommendation

Staff recommends that the Planning Commission approve a use permit to demolish an existing single-story, single family residence and detached garage and shed and construct a new two-story, single family residence with attached garage on a substandard lot with regard to lot width and lot area in the R-1-S (FG) (Single Family Suburban Residential, Felton Gables) zoning district, at 207 Felton Drive. As part of the proposed development, two heritage trees (an African fern pine and a beech tree) are proposed for removal. The recommended actions are included as Attachment A.

Policy Issues

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

Background

Site location

The subject property is located at 207 Felton Drive in the Felton Gables neighborhood. Using Felton Drive in the east-west orientation, the subject property is on the southern side of Felton Drive, just one property to the west of the southwest corner of Felton Drive and Felton Place, and close to the Town of Atherton. A location map is included as Attachment B. Felton Drive is a smaller residential street that winds through the Felton Gables neighborhood from Encinal Avenue, between the Caltrain railroad tracks to the west and Encinal Elementary School in Atherton to the east. Holbrook Palmer Park is a large park located to the north of the neighborhood in the Town of Atherton.

While most residences in the neighborhood are generally one story in height, some two-story residences exist, including the adjacent property to the right and several across the street. The nearby residences reflect a variety of architectural styles, which include traditional ranch, craftsman, and contemporary-style residences.

Analysis

Project description

The applicant is proposing to demolish the existing one-story, single-family residence with a detached nonconforming two-car garage and construct a new two-story, single-family residence with an attached

two-car garage. The subject property is substandard with respect to lot width and lot area. 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.

Of particular note with regard to Zoning Ordinance requirements:

- The structure would meet the unique daylight plane and FAL (Floor Area Limit) requirements for the R-1-S (FG) district, which are slightly more stringent than those for the main R-1-S (Single Family Suburban Residential) district;
- The second floor would be limited in size, with its floor area representing approximately 36 percent of the maximum FAL, where 50 percent may be permitted on this property;
- The proposed residence would be located closer to the front of the lot than the existing residence, although the proposed setback would be consistent with similar new development in this area; and
- The right side setback for the second floor would be particularly generous, at approximately 21 feet, where 10 feet may be permitted.

Design and materials

The applicant states that the proposed new residence would be designed as a more modern, contemporary-style home, amid the variety of scales and styles of the residences within the neighborhood. The proposed two-story residence would feature a single-ply membrane flat roof, along with some skylights to allow for additional natural light on the second floor. Similar to other residences in the neighborhood, the primary material for the main residence would be stucco, with some horizontal wood siding providing an accent. On the first floor, the living room and office would feature clerestory windows to enhance the building character. The front entry would be recessed further inward than the garage, which would be positioned closer to the front of the property. Both the garage door and front entry would be constructed of stain-grade wood, and windows for the main residence would be metal-clad.

The second floor would be generally located in the center and left of the proposed residence. A variety of projections, articulations, roof heights, and materials would minimize the perception of massing. A window located in the staircase between the first and second floor would feature a relatively low sill height (2.3 feet), which has sometimes been a discussion point for the Planning Commission due to the potential for neighbor privacy impacts. However, this window has been positioned to avoid overly intruding onto neighboring properties, with two non-heritage trees (Trees 3 and 4) providing screening between the proposed main residence and the neighboring residence located at 203 Felton Drive. In addition, this floor would be set back along the left side 14 feet, two inches, more than four above the minimum required setback, which would reduce the potential for direct views.

On another recent proposal in the R-1-S (FG) district, the use of a contemporary style was a discussion point for the Planning Commission, although that proposal was ultimately approved. Staff believes that the scale, materials, and design of the proposed residence would be consistent with the variety of architectural styles in the neighborhood, and that the proposed materials and overall design integrity would result in an internally consistent aesthetic approach.

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 protection of some trees, based on their health. As part of the project review process, the arborist report was reviewed by the City Arborist.

There are two heritage trees located in the subject property: a 21-inch-diameter beech (Tree 1) along the left side and within the front yard setback and a 19-inch-diameter African fern pine (Tree 2) more within the center of the property along the left side of the existing residence. The proposed project includes a request to remove both of these heritage trees in fair to poor health, due to their health and locations relative to the proposed footprint of the new development. The City Arborist has reviewed these removal requests and tentatively approved the removal of Tree 1 based on the following findings in the City's Heritage Tree Ordinance:

- (2) The necessity to remove the tree or trees in order to construct proposed improvements to the property;
- (4) The long-term value of the species under consideration, particularly lifespan and growth rate; and
- (8) The availability of reasonable and feasible alternatives that would allow for the preservation of the tree(s).

The City Arborist has also tentatively approved the heritage tree removal permit request for Tree 2 based on the following findings:

- (2) The necessity to remove the tree or trees in order to construct proposed improvements to the property; and
- (4) The long-term value of the species under consideration, particularly lifespan and growth rate.

Thirteen non-heritage trees are located within the subject property, and two non-heritage trees are fully located in the property neighboring on the right side. While some large yew shrubs located in the front of the subject property would also be removed, no non-heritage trees would be removed. While these trees are not of heritage status, the applicant, per the arborist report, is providing tree protection fencing for all non-heritage trees located on the subject property. Lastly, the proposed project includes a northern red oak (*Quercus rubra*) and a ginkgo biloba as replacement trees to be located along the Felton Drive frontage. All recommendations identified in the arborist report shall be implemented and ensured as part of condition 3g.

Correspondence

The applicant has stated that the property owners have reached out to adjacent neighbors via email, by phone, and in person, showing their plans and renderings to neighbors. In particular, the property owners have spoken to neighbors located at 203, 208, 211, and 212 Felton Drive, as well as 202 and 215 Arden Drive. The applicant reports that while some neighbors have expressed a preference for a more traditional architectural style, they were generally supportive of the project. No neighbors expressed concern about the height or massing of the home, privacy issues, window locations, or landscape screening. Staff has

not received any correspondence on the proposed project.

Conclusion

Staff believes the scale, materials, and style of the proposed residence are compatible with the neighborhood, and that the proposed overall design would result in a consistent aesthetic approach. The contemporary architectural style of the proposed residence would be generally attractive and well-proportioned, and the general positioning and lower FAL of the second floor, along with the varied projections, articulations, roof heights, and materials would help minimize massing and limit privacy impacts. The two heritage tree removals have been tentatively approved to account for the development challenges on site as well as the declining quality of both trees. Two replacement trees in the front yard would also be provided, which include one northern red oak tree. Tree protection measures would minimize impacts on the non-heritage trees, as confirmed by the City Arborist. The applicant has conducted outreach and considered neighbor comments. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

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

Public Notice

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

Appeal Period

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

Attachments

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

Disclaimer

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

Exhibits to Be Provided at Meeting

None

Report prepared by:

Matt Pruter, Associate Planner

Report reviewed by:

Thomas Rogers, Principal Planner

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207 Felton Drive – Attachment A: Recommended Actions

LOCATION: 207 Felton Drive	PROJECT NUMBER: PLN2018-00015	APPLICANT: Tektive Design	OWNER: Shashank Chavan and Sarita Motipara
PROPOSAL: Request for a use permit to demolish an existing single-story, single family residence and detached garage and shed and construct a new two-story, single family residence with attached garage on a substandard lot with regard to lot width and lot area in the R-1-S (FG) (Single-Family Suburban Residential, Felton Gables) zoning district. As part of the proposed development, two heritage trees (an African fern pine and a beech tree) are proposed for removal.			
DECISION ENTITY: Planning Commission	DATE: June 18, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)			
<p>ACTION:</p> <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 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 Tektive Design, consisting of 12 plan sheets, dated received May 31, 2018, and approved by the Planning Commission on June 18, 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. 			

207 Felton Drive – Attachment A: Recommended Actions

LOCATION: 207 Felton Drive	PROJECT NUMBER: PLN2018-00015	APPLICANT: Tektive Design	OWNER: Shashank Chavan and Sarita Motipara
PROPOSAL: Request for a use permit to demolish an existing single-story, single family residence and detached garage and shed and construct a new two-story, single family residence with attached garage on a substandard lot with regard to lot width and lot area in the R-1-S (FG) (Single-Family Suburban Residential, Felton Gables) zoning district. As part of the proposed development, two heritage trees (an African fern pine and a beech tree) are proposed for removal.			
DECISION ENTITY: Planning Commission	DATE: June 18, 2018	ACTION: TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)			
<p>ACTION:</p> <ul style="list-style-type: none"> g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by Kielty Arborist Services, LLC, dated received February 7, 2018. 			



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City of Menlo Park

Location Map
207 Felton Drive



Scale: 1:4,000

Drawn By: MAP

Checked By: THR

Date: 6/18/2018

Sheet: 1

207 Felton Drive – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	8,353 sf	8,353 sf	10,000 sf min.
Lot width	75 ft.	75 ft.	80 ft. min.
Lot depth	111 ft.	111 ft.	100 ft. min.
Setbacks			
Front	20.1 ft.	45.8 ft.	20 ft. min.
Rear	34.9 ft.	20.7 ft.	20 ft. min.
Side (left)	13.7 ft.	21.0 ft.	10 ft. min.
Side (right)	10.2 ft.	13.9 ft.	10 ft. min.
Building coverage	2,158.0 sf 26 %	2,310.0 sf 28 %	2,923.0 sf max. 35 % max.
FAL (Floor Area Limit)	3,070.0 sf	1,894.0 sf	3,070.6 sf max.
Square footage by floor	1,548.0 sf/1st 1,092.0 sf/2nd 430.0 sf/garage 180.0 sf/porches	1,478.0 sf/1st 416.0 sf/garage 322.7 sf/porches	
Square footage of buildings	3,250.0 sf	2,216.7 sf	
Building height	22.8 ft.	14.6 ft.	28 ft. max.
Parking	2 covered	2 covered	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			

Trees	Heritage trees	2	Non-Heritage trees*	15	New Trees	2
	Heritage trees proposed for removal	2	Non-Heritage trees proposed for removal	0	Total Number of Trees	17

*Of these 15 non-heritage trees, 13 are located within the subject property and two non-heritage trees are fully located in the property neighboring on the left side.

project title

NEW RESIDENCE

207 FELTON DRIVE, MENLO PARK

project contacts

architect
 Tektive Design
 623 Guinda Street
 Palo Alto, CA 94301
 415.250.6592
 Pearl Renaker
 pearl@tektivedesign.com

owners
 Shasank Chavan & Sarita Motipara
 207 Felton Drive
 Menlo Park, CA 94025

land surveyor
 Wade Hammond P.L.S.
 55640 Newark Blvd, Suite C
 Newark, CA 94560
 510.579.6112
 contact: Wade Hammond

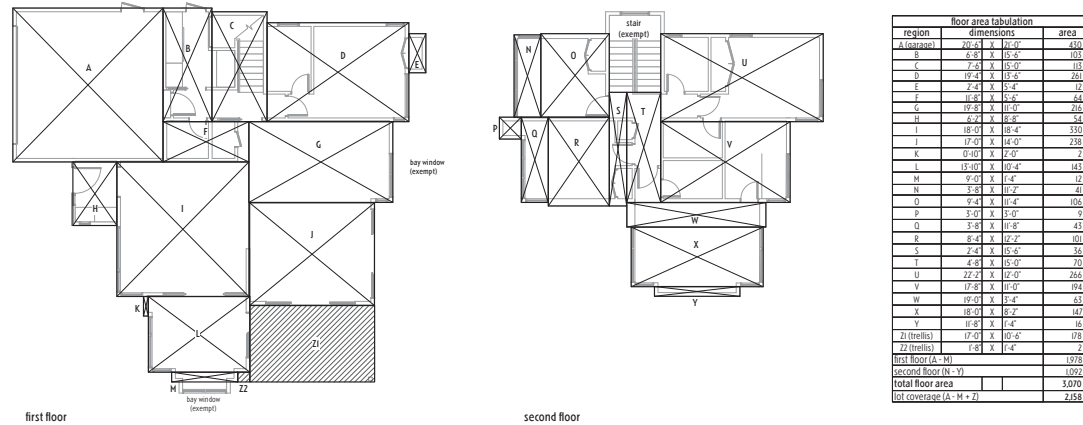
arborist
 Kieley Arborist Services
 P.O. Box 4187
 San Mateo, CA 94403
 650.525.1464
 contact: Kevin Kieley



623 Guinda Street
 Palo Alto, CA 94301
 p. 415.250.6592
 f. 415.520.0219

floor area breakout diagrams

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



construction notes

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

- Any and all excessively annoying, loud or unusual noises or vibrations such as offend the peace and quiet of persons of ordinary sensibilities and which interfere with the comfortable enjoyment of life or property and affect at the same time an entire neighborhood or any considerable number of persons shall be considered a noise disturbance.
- Construction Activities:
 - Construction activities are limited to the hours of eight (8) a.m. and six (6) p.m. Monday through Friday.
 - Construction activities by residents and property owners personally undertaking construction activities to maintain or improve their property are allowed on Saturdays, Sundays or holidays between the hours of nine (9) a.m. and five (5) p.m.
 - A sign, containing the permitted hours of construction activities exceeding the noise limits set forth in Section 8.06.030, shall be posted at all entrances to a construction site upon the commencement of construction, for the purpose of informing contractors and subcontractors and all other persons at the construction site of the basic requirements of this chapter. The sign shall be at least five (5) feet above ground level and shall consist of a white background with black letters.
 - Notwithstanding any other provision set forth above, all powered equipment shall comply with the limits set forth in Section 8.06.040 (b).

Any frontage improvements which are damaged as a result of construction will be required to be replaced. All frontage improvement work shall be in accordance with the latest version of the City Standard Details.

An encroachment permit from the Engineering Division is required prior to any construction activities, including utility laterals, in the public right of way.

general notes

- These drawings are copyright Tektive Design, Inc., and shall not be used on any other project without written consent.
- Contractor shall not scale dimensions off drawings. Follow written dimensions only. The general contractor shall verify all dimensions, site and grade conditions prior to commencement of work. Contractor shall notify the design professional immediately of any discrepancy on these plans and specifications.
- Should an error appear in the drawings or specifications, or in work done by others affecting this work, notify the design professional at once. If the contractor proceeds with work affected without instructions from the design professional, the contractor shall make good any resulting damage or defect.
- The general contractor, in accordance with generally accepted construction practices, shall assume responsibility for job site conditions during the course of construction of the project, including safety of all persons and property. The contractor and subcontractors shall maintain the job site in a clean, orderly condition, free of debris and litter. Operations shall be confined to the site areas permitted by permit & law.
- No portion of the work requiring a shop drawing or sample submission (per the request of the owner or design professional) may be commenced until the submission has been reviewed and approved. All such portions of the work shall be in accordance with the approved shop drawings & samples.

sheet index

- AD.1 cover
- T-1 topographic & boundary survey
- AD.2 area plan & streetscape
- AD.3 existing floor plan
- AD.4 existing elevations
- AL.1 site plan
- AD.1 first floor plan (proposed)
- AD.2 second floor plan (proposed)
- AD.3 roof plan (proposed)
- AD.1 front & rear elevations
- AD.2 side elevations
- AD.4 building sections

vicinity map



front rendering



project description

- Demolish (e) 1-story single family residence and (e) detached garage.
- Build (n) 2-story single family residence with attached 2-car garage.
- Install NFPA 13-D fire sprinkler system throughout residence and garage under a separate building permit.
- Provide impervious area worksheet and calculations to show how stormwater runoff from the increase in impervious area will be retained on-site, at the time of building permit submittal.

code compliance

- 2016 California Building Code
- 2016 California Residential Code
- 2016 California Plumbing Code
- 2016 California Mechanical Code
- 2016 California Electrical Code
- 2016 California Energy Code
- 2016 California Green Building Standards
- 2016 California Fire Code

project information

APN:	061322120
occupancy:	R-3 / U (garage)
construction type:	V-B
zone:	R-1.5 (FG)
flood zone:	X
setbacks:	
front:	20'
rear:	20'
sides:	10'
max height:	28'
site analysis:	
A. lot area:	8,355 sf
B. max. floor area:	3,070 sf
C. (e) house (to be demolished):	1,478 sf
D. (e) garage (to be demolished):	416 sf
(e) floor area (C+D):	(23%) 1,894 sf
E. (n) attached garage:	430 sf
F. (n) first floor (habitable):	1,548 sf
G. (n) second floor (habitable):	1,092 sf
H. covered trellis:	180 sf
proposed floor area (E+F+G):	(37%) 3,070 sf
proposed lot coverage (E+F+H):	(26%) 2,158 sf
J. landscape areas:	(4%) 1,200 sf
landscape (A - E - F - I):	(62%) 5,175 sf
parking: 2 covered spaces	

title

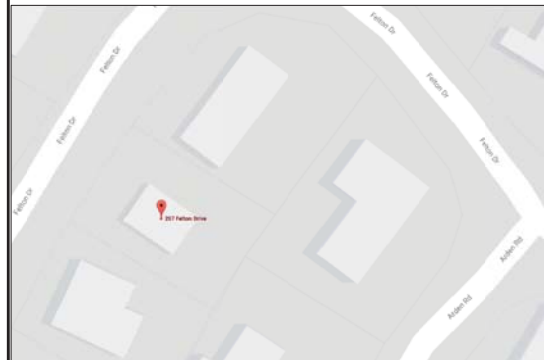
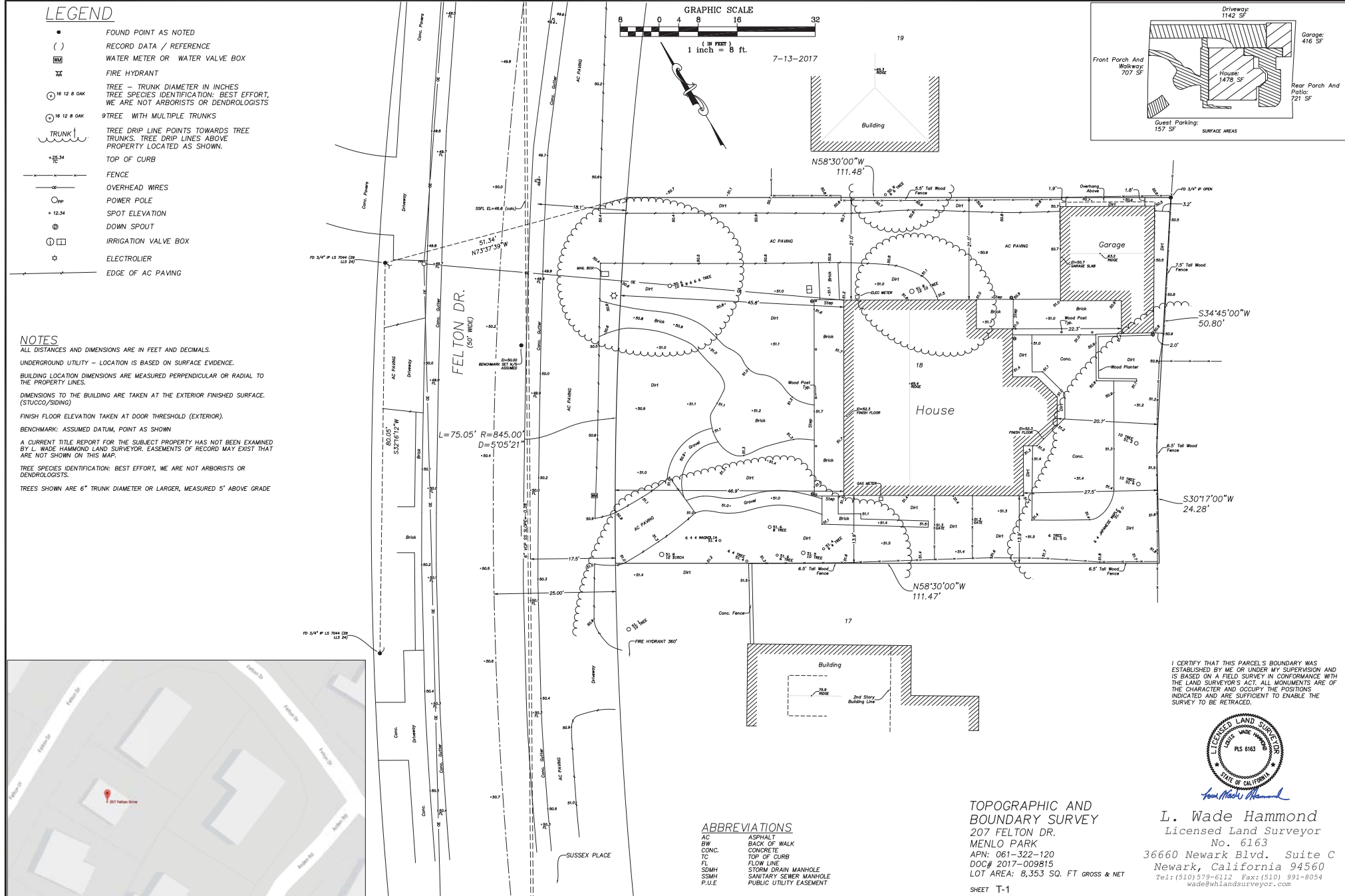
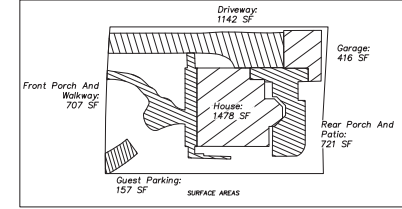
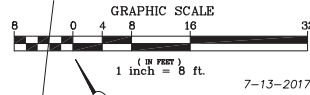
cover	
version	PD2
scale	n.t.s.
job	1702
date	2018.05.29
sheet	A0.1

LEGEND

- FOUND POINT AS NOTED
- () RECORD DATA / REFERENCE
- ☒ WATER METER OR WATER VALVE BOX
- ⚡ FIRE HYDRANT
- 16 12 8 OAK TREE - TRUNK DIAMETER IN INCHES
TREE SPECIES IDENTIFICATION: BEST EFFORT, WE ARE NOT ARBORISTS OR DENDROLOGISTS
- 16 12 8 OAK TREE WITH MULTIPLE TRUNKS
- TRUNK TREE DRIP LINE POINTS TOWARDS TREE TRUNKS. TREE DRIP LINES ABOVE PROPERTY LOCATED AS SHOWN.
- TOP OF CURB
- FENCE
- OVERHEAD WIRES
- PP POWER POLE
- + 12.24 SPOT ELEVATION
- DOWN SPOUT
- ☐ IRRIGATION VALVE BOX
- ☆ ELECTROLUER
- EDGE OF AC PAWING

NOTES

ALL DISTANCES AND DIMENSIONS ARE IN FEET AND DECIMALS.
 UNDERGROUND UTILITY - LOCATION IS BASED ON SURFACE EVIDENCE.
 BUILDING LOCATION DIMENSIONS ARE MEASURED PERPENDICULAR OR RADIAL TO THE PROPERTY LINES.
 DIMENSIONS TO THE BUILDING ARE TAKEN AT THE EXTERIOR FINISHED SURFACE. (STUCCO/SIDING)
 FINISH FLOOR ELEVATION TAKEN AT DOOR THRESHOLD (EXTERIOR).
 BENCHMARK: ASSUMED DATUM, POINT AS SHOWN
 A CURRENT TITLE REPORT FOR THE SUBJECT PROPERTY HAS NOT BEEN EXAMINED BY L. WADE HAMMOND LAND SURVEYOR. EASEMENTS OF RECORD MAY EXIST THAT ARE NOT SHOWN ON THIS MAP.
 TREE SPECIES IDENTIFICATION: BEST EFFORT, WE ARE NOT ARBORISTS OR DENDROLOGISTS.
 TREES SHOWN ARE 6" TRUNK DIAMETER OR LARGER, MEASURED 5' ABOVE GRADE



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

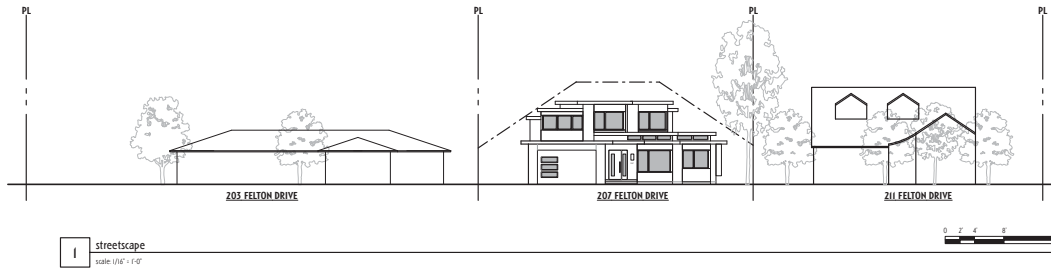


L. Wade Hammond
 Licensed Land Surveyor
 No. 6163
 36660 Newark Blvd. Suite C
 Newark, California 94560
 Tel: (510) 579-6112 Fax: (510) 993-8054
 wade@wllandsurveyor.com

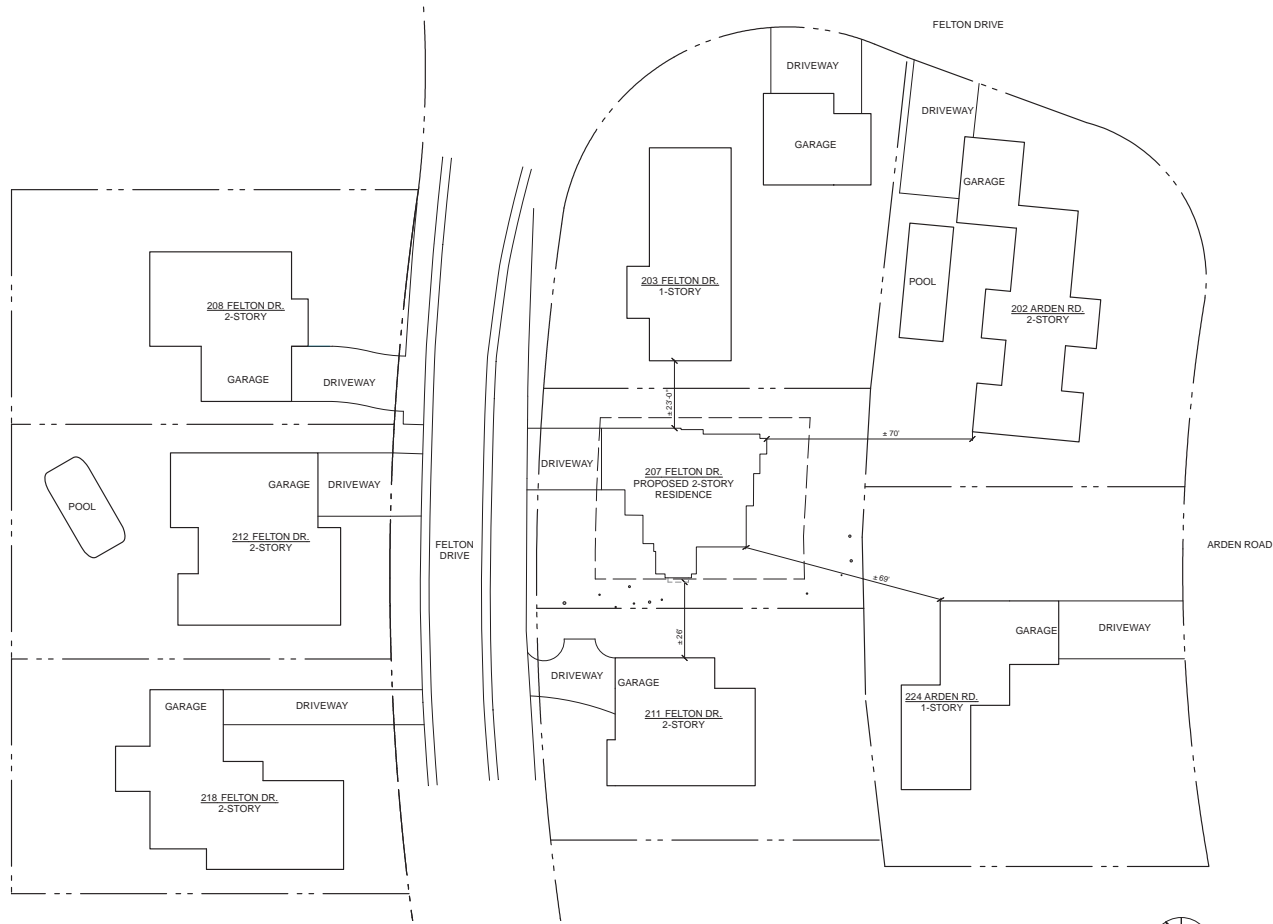
ABBREVIATIONS

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

TOPOGRAPHIC AND BOUNDARY SURVEY
 207 FELTON DR.
 MENLO PARK
 APN: 061-322-120
 DOC# 2017-009815
 LOT AREA: 8,353 SQ. FT GROSS & NET
 SHEET T-1



1 streetscape
scale: 1/8" = 1'-0"



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



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a new residence at:
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revisions

title
streetscape
& area plan

version
PD2

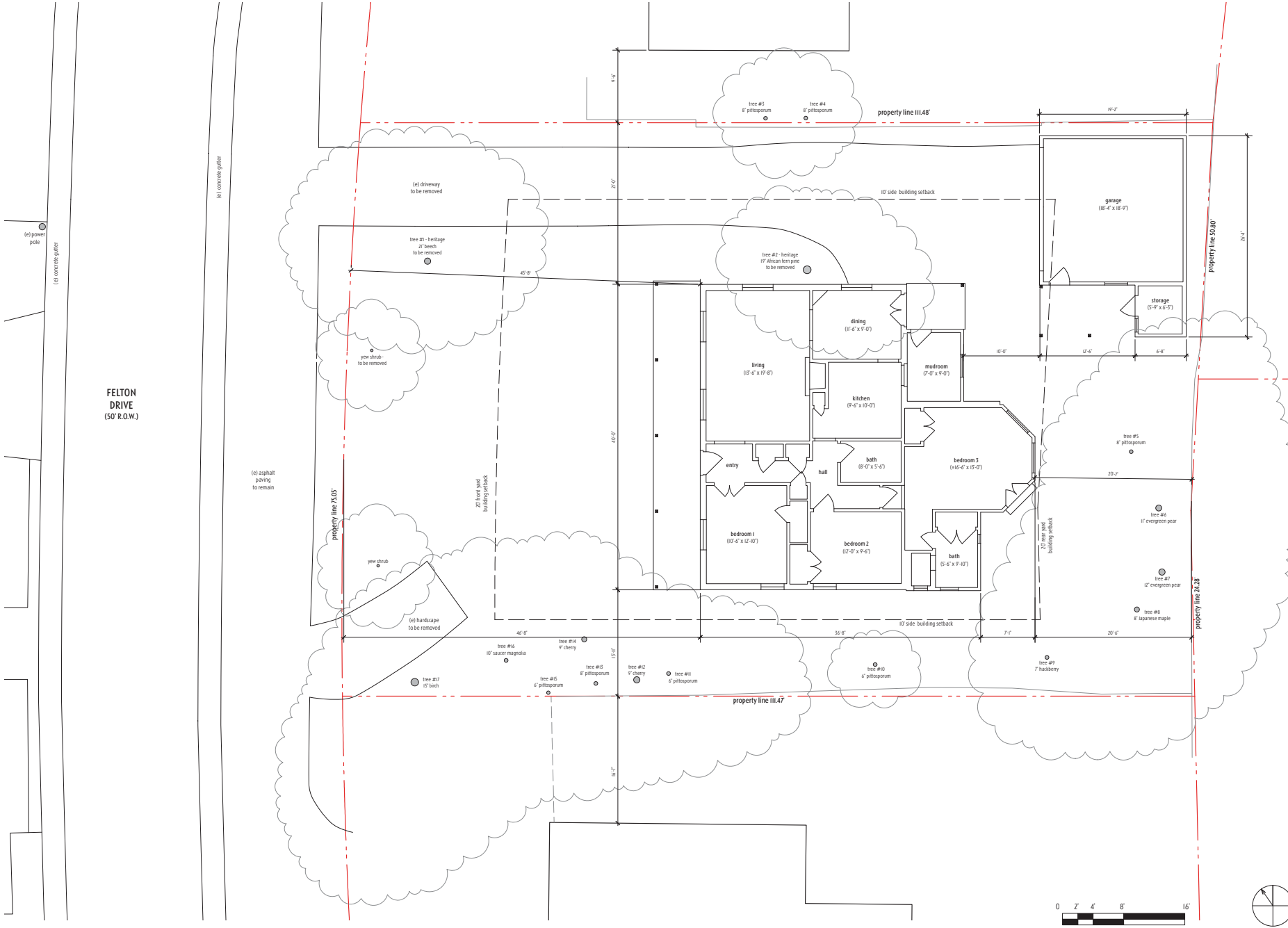
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varies

job
1702

date
2018.05.17

sheet
A0.2

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FELTON DRIVE
(50' R.O.W.)

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revisions

title
existing site/floor plan

version
PD2

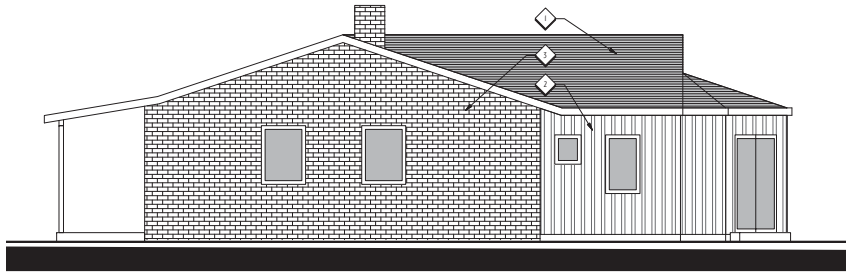
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job
1702

date
2018.05.17

sheet
A0.3

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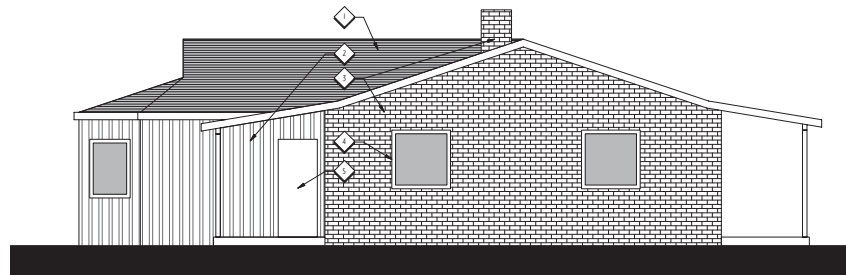


3 south (right side) elevation
scale 1/4" = 1'-0"

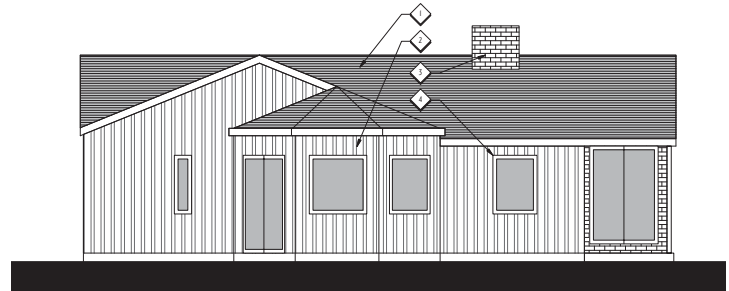


- key notes:
1. shingle roof
 2. painted wood siding
 3. painted brick siding
 4. painted wood windows & trim, typ.
 5. painted wood doors

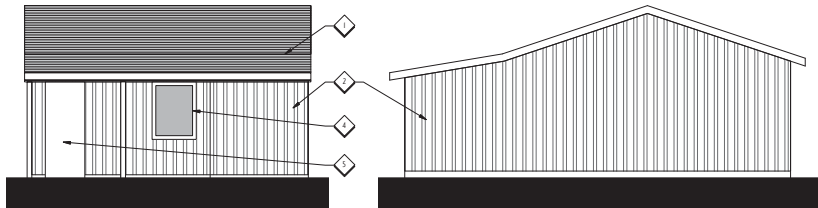
1 west (front) elevation
scale 1/4" = 1'-0"



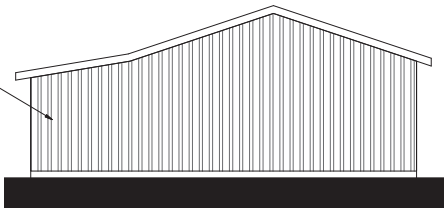
4 north (left side) elevation
scale 1/4" = 1'-0"



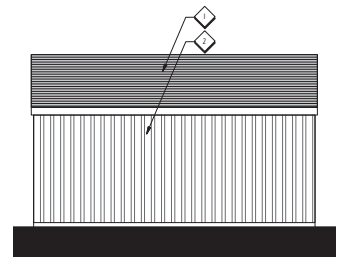
2 east (rear) elevation
scale 1/4" = 1'-0"



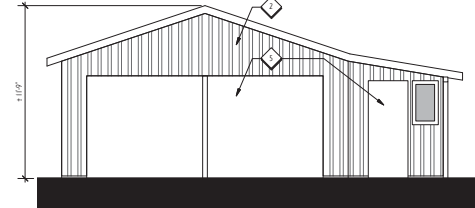
8 garage south (right side) elevation
scale 1/4" = 1'-0"



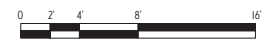
7 garage east (rear) elevation
scale 1/4" = 1'-0"



6 garage north (left side) elevation
scale 1/4" = 1'-0"



5 garage west (front) elevation
scale 1/4" = 1'-0"



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a new residence at:
**207 FELTON DRIVE
MENLO PARK, CA 94025**

revisions

title
existing elevations

version
PD2

scale
1/4" = 1'-0"

job
1702

date
2018.05.17

sheet
A0.4

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- key notes**
1. New asphalt driveway, curb cut, and approach per City of Menlo Park standards.
 2. Display (e) concrete safety gutter in front of property (shown shaded) per City Standards (CG-3) to the satisfaction of the Public Works Department. Contractor to obtain encroachment permit from the Engineering Division prior to the commencement of work.
 3. Existing driveway hardscape to be removed.
 4. For any residential property, sound shall not exceed 40 dBA during the daytime hours or 50 dBA during the nighttime hours at the nearest residential property line.
 5. Heritage trees shall be replaced at 1:1 ratio for residential projects unless otherwise directed under the supervision of the City Arborist.
 6. Hatched area indicates ROR driveway to be removed and replaced per City Public Works Standards. Contractor to obtain encroachment permit from the Engineering Division prior to the commencement of work.



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**207 FELTON DRIVE
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revisions

title
site plan

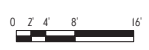
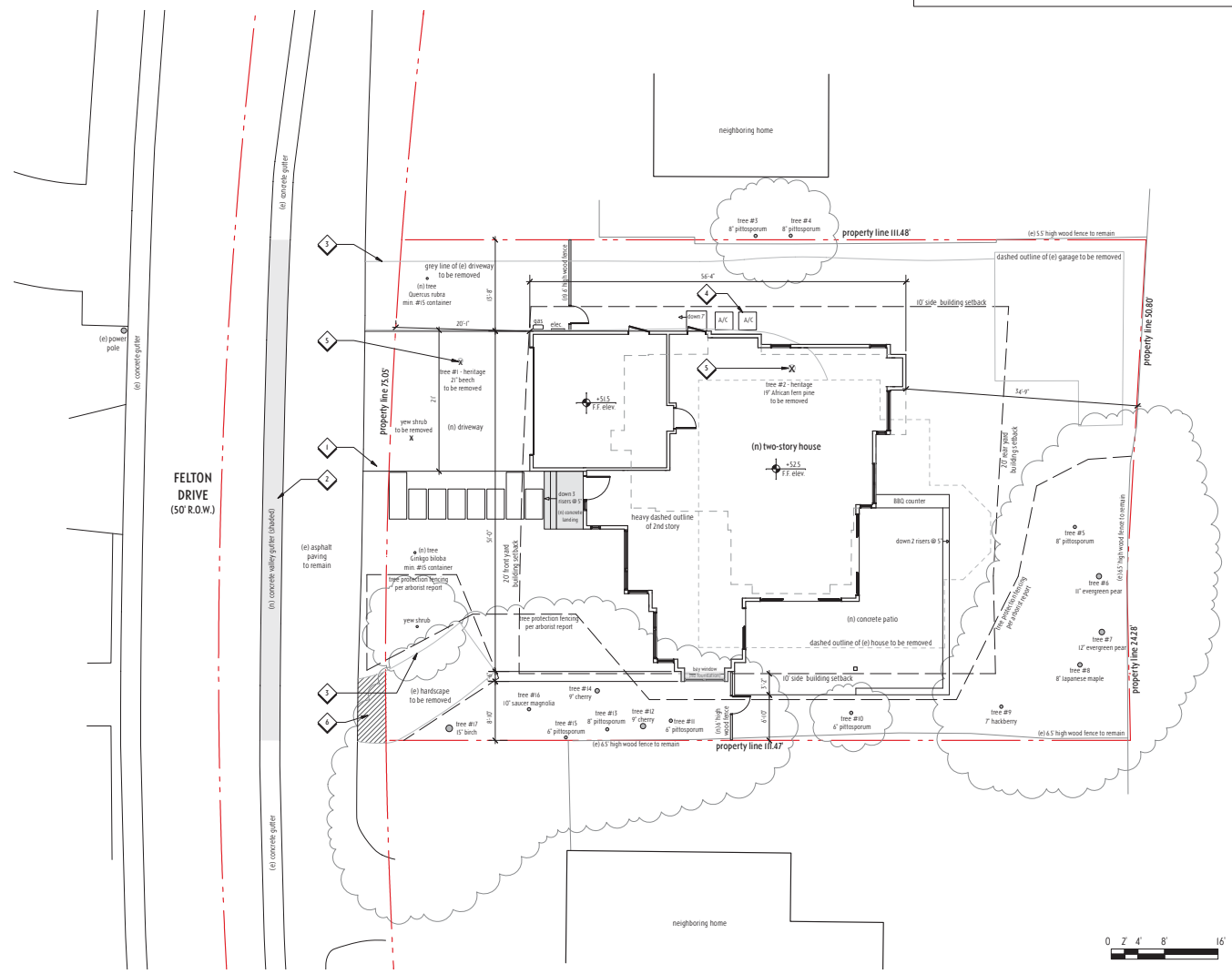
version
PD2

scale
1/8" = 1'-0"

job
1702

date
2018.05.29

sheet
A.I.1





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a new residence at
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MENLO PARK, CA 94025**

revisions

title
**first floor plan
(proposed)**

version
PD2

scale
1/4" = 1'-0"

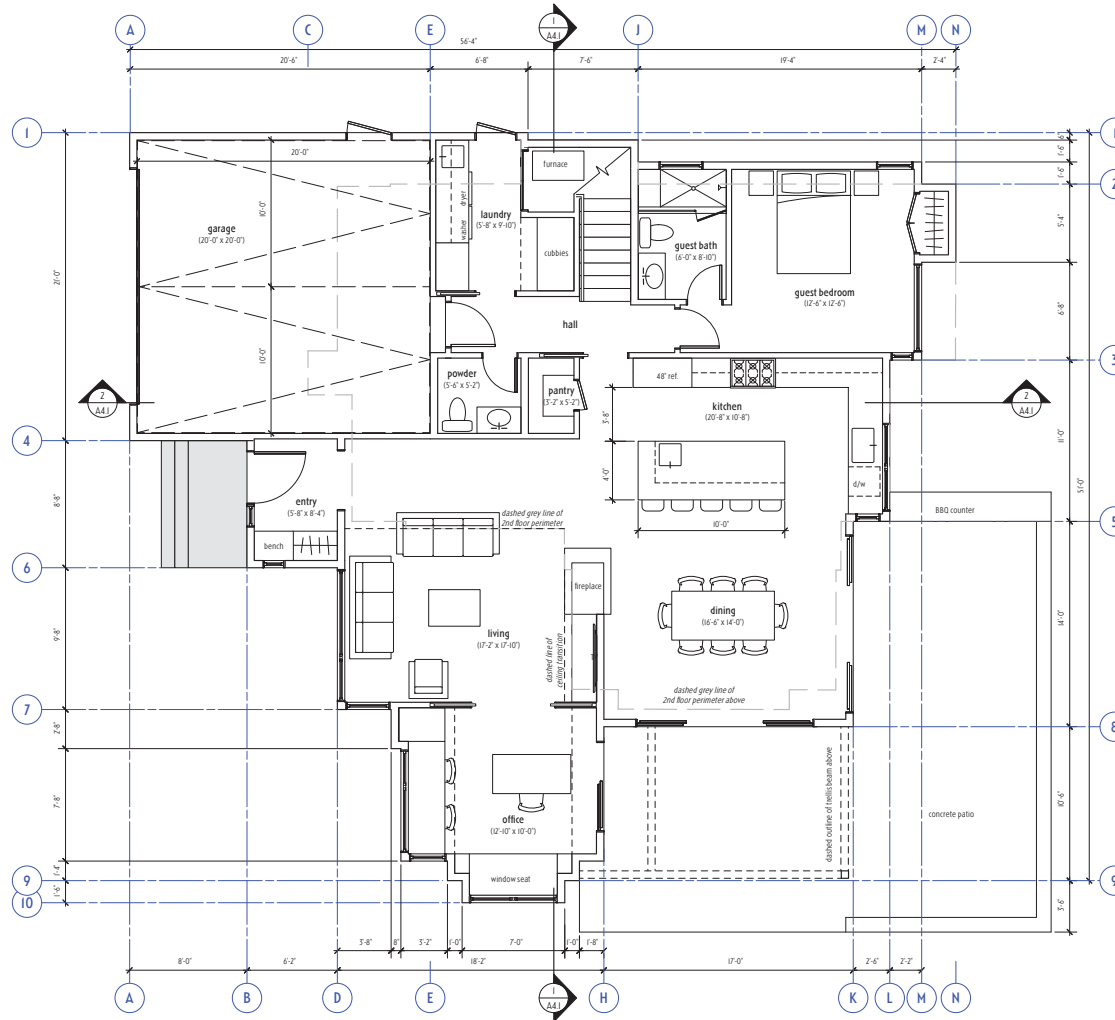
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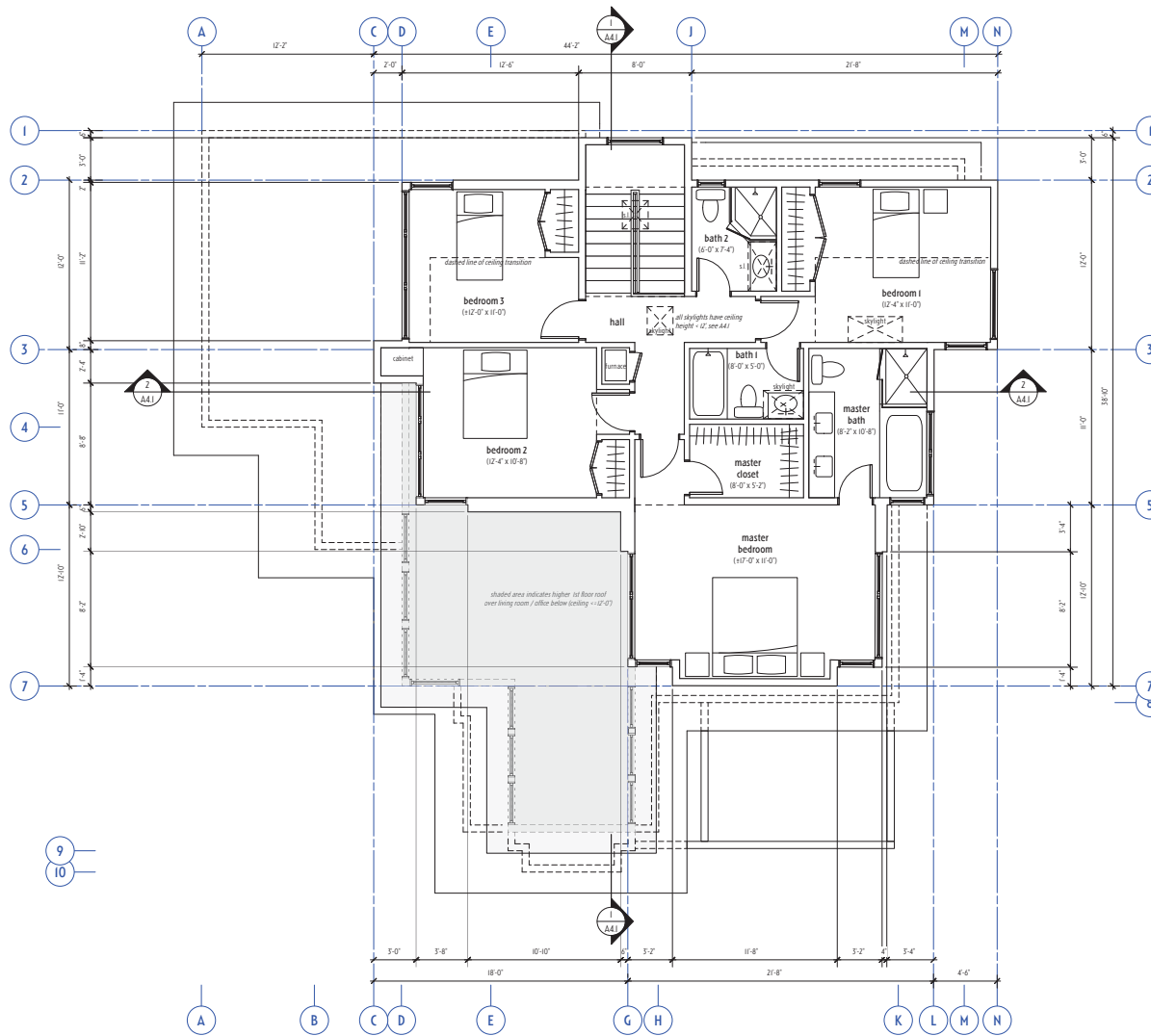
date
2018.05.17

sheet

A2.1

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a new residence at
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MENLO PARK, CA 94025**

revisions

title
**second floor plan
(proposed)**

version
PD2

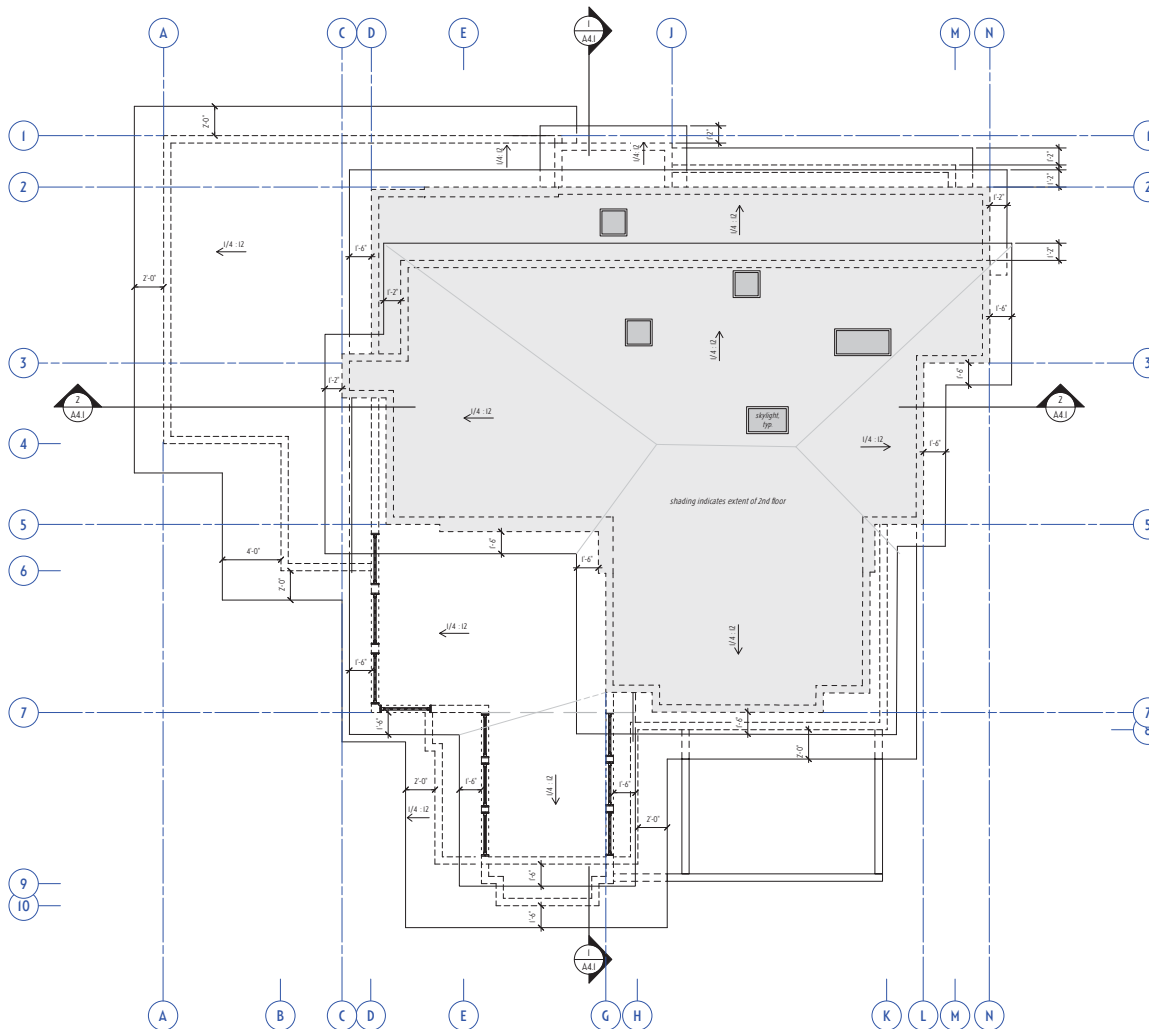
scale
1/4" = 1'-0"

job
1702

date
2018.05.17

sheet
A2.2

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a new residence at
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MENLO PARK, CA 94025

title
roof plan
(proposed)

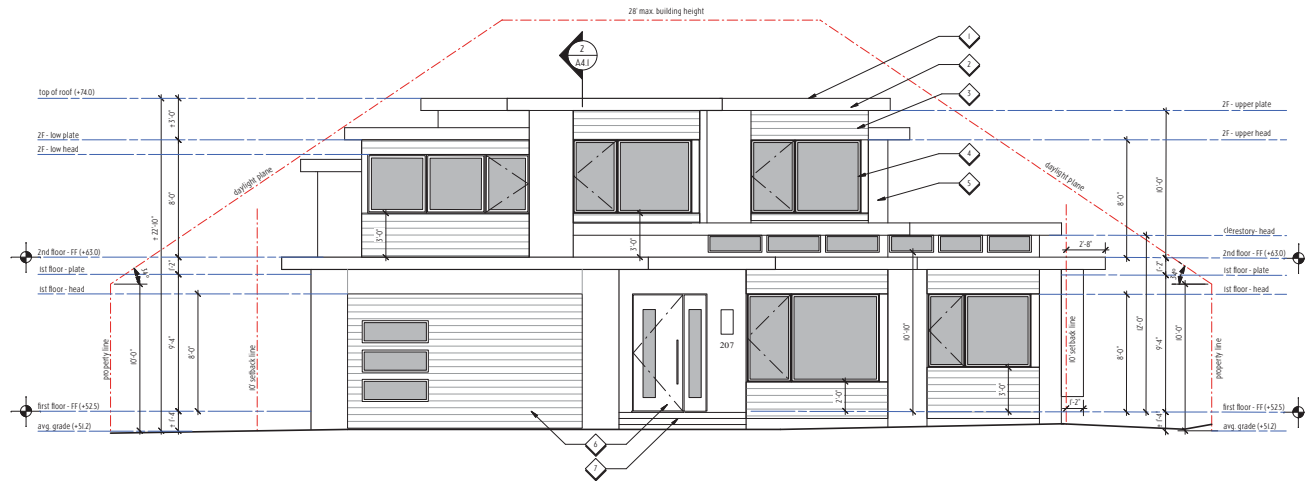
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PD2

scale
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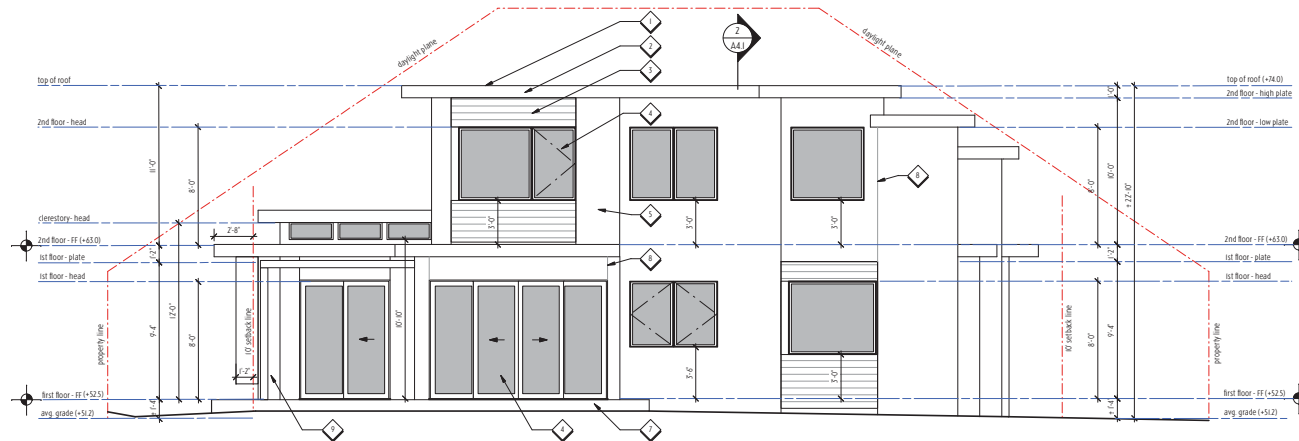
job
1702

date
2018.05.17

sheet
A2.3
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1 west (front) elevation
scale: 1/4" = 1'-0"



2 east (rear) elevation
scale: 1/4" = 1'-0"



- key notes:**
1. single ply membrane roof
 2. painted wood fascia
 3. stain grade cedar wood accent siding
 4. metal clad wood windows
 5. smooth finish painted stucco
 6. stain grade wood entry door and sidelite, and garage door
 7. integral color poured concrete porch and steps
 8. stucco control joint (light grey base)
 9. painted steel & wood trellis



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a new residence at
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revisions

title
**front & rear
elevations
(proposed)**

version
PD2

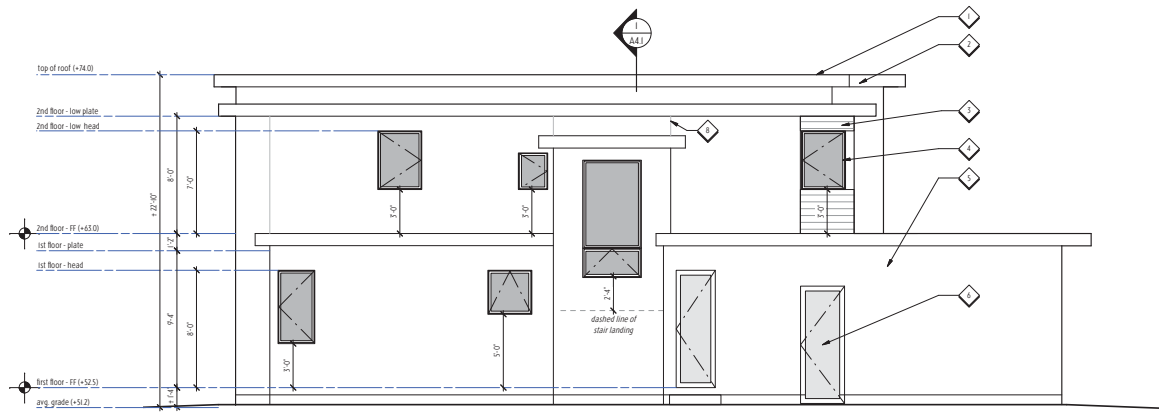
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job
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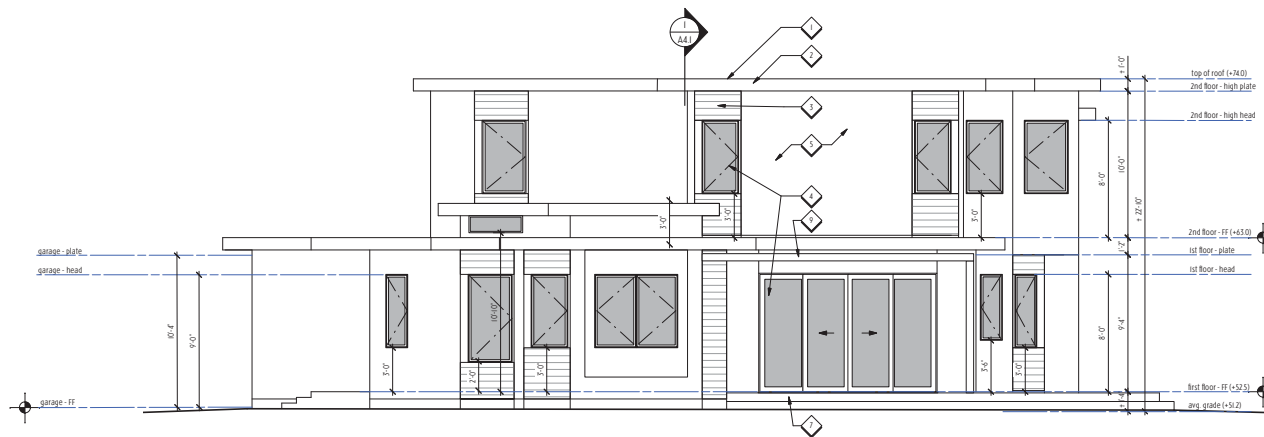
date
2018.05.29

sheet
A3.1

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1 north (side) elevation
scale 1/4" = 1'-0"



2 south (side) elevation
scale 1/4" = 1'-0"

- key notes:
1. single ply membrane roof
 2. painted wood fascia
 3. stain grade cedar wood accent siding
 4. metal clad wood windows & doors
 5. smooth finish painted stucco
 6. lighter shade indicates translucent glazing
 7. integral color poured concrete porch and steps
 8. stucco control joint (light grey line)
 9. painted steel & wood trellis



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a new residence at
**207 FELTON DRIVE
MENLO PARK, CA 94025**

revisions

title
side elevations (proposed)

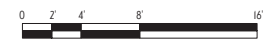
version
PD2

scale
1/4" = 1'-0"

job
1702

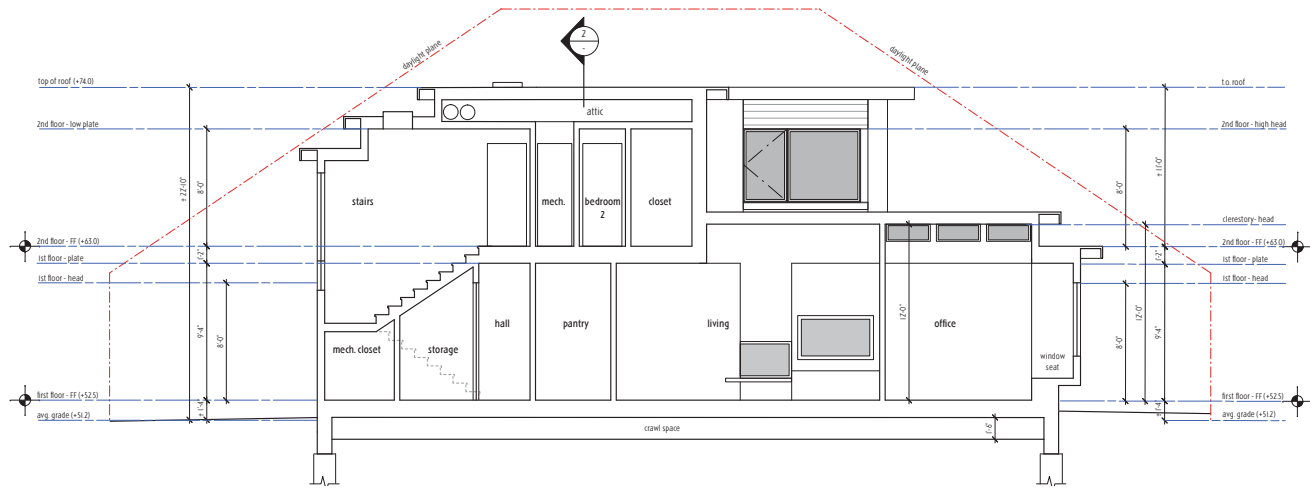
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sheet
A3.2

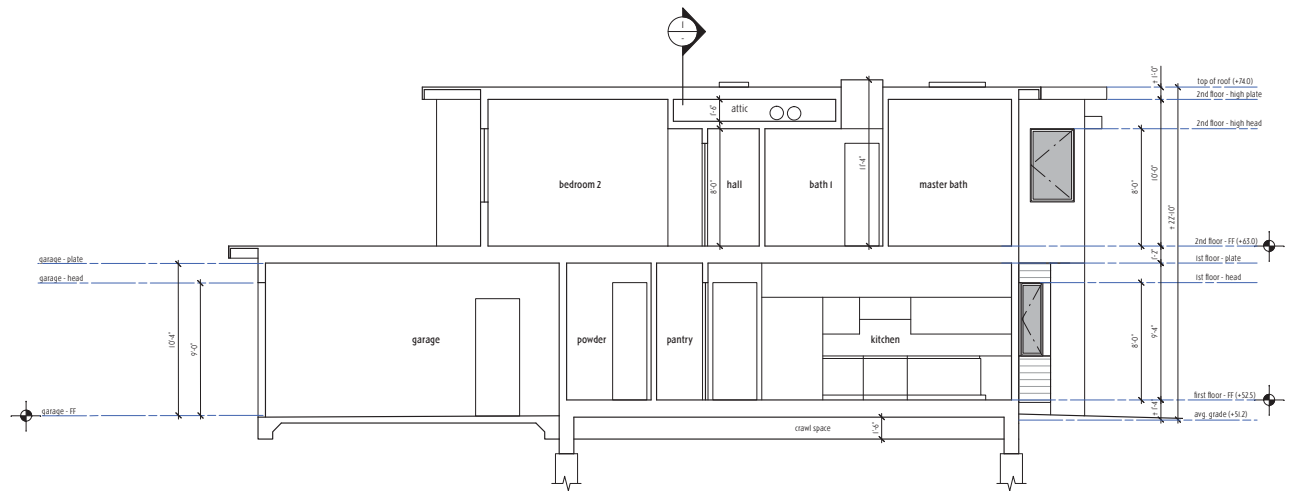


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note: No clear ceiling areas > 12 feet in height are allowed, including under skylight shafts.



1 north-south building section
scale: 1/4" = 1'-0"



2 east-west building section
scale: 1/4" = 1'-0"



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MENLO PARK, CA 94025

revisions

title
building sections
(proposed)

version
PD2

scale
1/4" = 1'-0"

job
1702

date
2018.05.17

sheet
A4.1

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Project Description

207 Felton Drive, Menlo Park, CA 94025

The applicant is requesting use permit approval to construct a new two-story single-family residence with two car attached garage (total 3,070 sf) on a substandard lot in the R-1-S (FG) zoning district. The lot is substandard with respect to area at 8,353 sf vs. the minimum lot size for the zone of 10,000 sf, and substandard with respect to width at 75' vs. the zone minimum of 80'. The existing single-story residence (1,478 sf) and detached garage (416 sf) would be demolished.

The proposed new residence complies with all setback and daylight plane requirements. The massing of the home is designed to provide sunlight to the interior of the home, with the garage and deepest part of the footprint of the house on the north side of the property, and the rooms gradually stepping in towards the south, so that as many rooms as possible can have south-facing windows. At the same time, the primary view windows from the second story bedrooms face the front and rear of the lot, in order to preserve the side neighbors' privacy. The second story is smaller than the first story and is set back from the front of the home, to break up the volumes and reduce the street presence of the home. The overall height of the home is relatively modest, at only 23' vs. the maximum permitted of 28'. The owners have young children and therefore want to have an attached garage (rather than maintaining the existing site layout of narrow driveway along the side and detached garage at the rear) for greater ease of parking and access to the home; this layout also enables a more expansive back yard space for the children to play.

The other homes in the neighborhood are an eclectic mix of 1- and 2-story homes in a variety of styles and ages. The proposed home will be contemporary in its styling, with a flat roof. The exterior material will be primarily a neutral tone painted stucco (similar to other nearby houses), with stain grade horizontal wood siding as an accent material. The casement windows will have a dark aluminum clad exterior finish. Clerestory windows over the living room and office add additional character to the front façade. The new home will be standard wood frame residential construction, with a concrete pier & grade beam foundation due to the expansive clay soil.

There are two heritage size trees on the site, a beech and an African fern pine, both of which are proposed for removal. The trees are both in poor condition per the project arborist. The beech tree has poor form with many leaders stemming from a common base, and is located near the existing driveway and in the middle of the proposed driveway. The fern pine is very close to the existing home (demolition of which would negatively impact the pine's roots) and within the footprint of the proposed home. The applicant proposes to replace these trees with two new trees planted near the front of the property that can grow to provide substantial shade canopies. Additionally, there are several other sizeable screening trees around the perimeter of the property that are proposed to remain.

The owners reached out to all the adjacent neighbors in person, as well as with follow-up email/text interactions, to show the architectural plans as well as 3D renderings of the proposed home. They spoke with inhabitants at 203, 208, 211, and 212 Felton Drive, as well as 202 and 215 Arden Drive. Some of the neighbors said they might prefer a more traditional architectural style, but generally were okay with supporting the new home in the end. There were no specific concerns raised regarding the height or massing of the home, privacy issues, window locations, or landscape screening; the side and rear property lines are already well screened with mature trees and bushes, which are planned to remain in place.

Kielty Arborist Services LLC

Certified Arborist WE#0476A

P.O. Box 6187

San Mateo, CA 94403

650-515-9783

October 18, 2017

Ms. Pearl Renaker
623 Guinda Street
Palo Alto, CA 94301

Site: 207 Felton Drive, Menlo Park, CA

Dear Ms. Renaker,

As requested on Friday, October 13, 2017 I visited the above site to inspect and comment on the trees. A new 2 story home is planned for this site and your concern for the future health and safety of the trees has prompted this visit. Preliminary site plan A1.1 dated 10/13/17 was used for this report.

Method:

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

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

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

207 Felton 10/18/17

(2)

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
1P/R	Beech (<i>Fagus sylvatica</i>)	20.6@base	45	35/30	Fair to poor vigor, poor form, multi leader at base, abundance of dead wood, 1 foot from existing driveway.
2P/R	African fern pine (<i>Afrocarpus falcatus</i>)	18.9@base	45	45/30	Fair vigor, poor form, codominant at base with included bark, 1 foot from home, poor location.
3*	Pittosporum (<i>Pittosporum eugenioides</i>)	8est	50	15/15	Fair vigor, poor form, abundance of dead wood, good screen.
4*	Pittosporum (<i>Pittosporum tobira</i>)	8est	70	12/15	Good vigor, fair form, good screen.
5	Pittosporum (<i>Pittosporum tobira</i>)	8@base	60	12/15	Fair vigor, fair form, suppressed.
6	Evergreen pear (<i>Pyrus kawakamii</i>)	10.9	50	25/20	Fair to poor vigor, fair form, fire blight, heavily pruned in past.
7	Evergreen pear (<i>Pyrus kawakamii</i>)	12.1	50	25/20	Fair to poor vigor, fair form, fire blight, heavily pruned in past.
8	Japanese maple (<i>Acer palmatum</i>)	8.6@base	70	15/20	Good vigor, good form, aesthetically pleasing.
9	Hackberry (<i>Celtis occidentalis</i>)	7.4	45	30/18	Fair vigor, poor form, topped in the past, good screen.
10	Pittosporum (<i>Pittosporum tobira</i>)	6.4@base	55	15/10	Fair vigor, fair form, good screen.
11	Pittosporum (<i>Pittosporum tobira</i>)	6.0@base	40	15/12	Fair vigor, poor form, suppressed, heavy lean.
12	Cherry (<i>Prunus serrulata</i>)	9.0	45	20/12	Fair to poor vigor, poor form, suppressed, leans into neighbor's yard, abundance of dead wood.
13	Pittosporum (<i>Pittosporum tobira</i>)	8.4	50	15/12	Fair vigor, poor form, suppressed.

207 Felton 10/18/17

(3)

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
14	Cherry (<i>Prunus serrulata</i>)	9.0	45	15/15	Poor vigor, poor form, suppressed, abundance of dead wood.
15	Pittosporum (<i>Pittosporum tobira</i>)	6.3	40	15/15	Poor vigor, poor form, suppressed, abundance of dead wood.
16	Saucer magnolia (<i>Magnolia soulangeana</i>)	10.5	70	15/25	Good vigor, fair form, aesthetically pleasing, suppressed.
17	Birch (<i>Betula pendula</i>)	14.8	70	45/30	Good vigor, fair form, well maintained.

**-Indicates neighbors tree*

P-Indicates protected tree by city ordinance

R- Indicates proposed removal

Summary:

The trees surveyed on site are imported species. Beech tree #1 and African fern pine tree #2 are the only heritage trees on site as they have diameter measuring over 15 inches. The city of Menlo Park's definition of a heritage tree is as followed:

1. Any tree having a trunk with a circumference of 47.1 inches (diameter of 15 inches) or more measured at 54 inches above natural grade.
2. Any oak tree native to California, with a circumference of 31.4 inches (diameter of 10 inches) or more measured at 54 inches above natural grade.
3. Any tree or group of trees specifically designated by the City Council for protection because of its historical significance, special character or community benefit.
4. Any tree with more than one trunk measured at the point where the trunks divide, with a circumference of 47.1 inches (diameter of 15 inches) or more, with the exception of trees that are under 12 feet in height, which are exempt from the ordinance.



Showing poor form for beech tree #1

(4)

Trees proposed for removal

The proposed work on site will require the demolition of the old home. A new 2 story home is planned for this site. The 2 story home will require the removal of both heritage trees #1 and #2. It is necessary to remove both trees in order to construct the proposed property improvements. Both trees are also in poor condition. Large areas of die back were observed in the canopy of beech tree #1. The beech tree has poor form as the tree is a multi leader tree at its base with poor union formations. The poor union formations make for a moderate risk for future limb failure. Because the tree is located only 1 foot from the existing driveway to be removed, impacts to the tree are expected to be high. Beech trees do not respond well to construction impacts. The removal of the existing driveway would likely have an impact on the tree's already declining health. Therefore removal and replacement is recommended.



Showing poor union

African fern pine tree #2 is in poor condition. This tree is proposed for removal to construct the proposed property improvements. The tree is codominant at 1 foot with a poor union formation. Included bark in the union was observed. Included bark forms in the junctions of codominant stems where there is a narrow angle union, meaning the junction looks like a "V" rather than a "U." As the tree grows the narrow union will essentially fill with bark and create a growing area of structural weakness in the tree. Stress caused by included bark can cause either of the codominant stems to split. As the 2 leaders grow they have the potential to push against each other often until the point of failure. Because the tree is located 1 foot from the existing home, impacts from the proposed demolition would be taking place at the tree's buttress roots. It is recommended to remove and replace this tree as its form makes it hazardous to the property, and because it is not expected to survive construction impacts.



The remaining trees on site are not of a protected size in the city of Menlo Park. Many of the existing trees on site offer a good amount of screening for the property. If these trees are to be removed they should be replaced with new screening material at the time of landscaping. Birch tree #17 is just under the protected size in the city of Menlo Park. This tree is in good condition and has been well maintained in the past. It is recommended to provide tree protection fencing for this tree and all other retained trees on site. Trees with a condition rating under 50 are considered poor and should be considered for removal. The following tree protection plan will help to insure the future health of the retained trees on site.

Showing birch tree #17

Tree Protection Plan:

Tree Protection Zones

Tree protection zones should be installed and maintained throughout the entire length of the project. Fencing for tree protection zones should be 6' tall, metal chain link material supported by metal 2" diameter poles, pounded into the ground to a depth of no less than 2'. The location for the protective fencing for the protected trees on site should be placed at 10 times the tree diameter where possible. Where not possible because of proposed work or existing hardscapes, the tree protection fencing shall be placed at the edge of the proposed work or hardscapes. No equipment or materials shall be stored or cleaned inside the protection zones. Areas where tree protection fencing needs to be reduced for access, should be mulched with 6" of coarse wood chips with ½ inch plywood on top. The plywood boards should be attached together in order to minimize movement. The spreading of chips will help to reduce compaction and improve soil structure. All tree protection measures must be installed prior to any demolition or construction activity at the site.

Landscape Buffer

Where tree protection does not cover the entire root zone of the trees (10X diameter), or when a smaller tree protection zone is needed for access, a landscape buffer consisting of wood chips spread to a depth of six inches with plywood or steel plates placed on top will be placed where foot traffic is expected to be heavy. The landscape buffer will help to reduce compaction to the unprotected root zone.

Root Cutting and Grading

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

Trenching and Excavation

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

Irrigation

Normal irrigation shall be maintained on this site at all times. The imported trees will require normal irrigation. On a construction site, I recommend irrigation during winter months, 1 time per month. Seasonal rainfall may reduce the need for additional irrigation. During the warm season, April – November, my recommendation is to use heavy irrigation, 2 times per month. This type of irrigation should be started prior to any excavation. The irrigation will improve the vigor and water content of the trees. The on-site arborist may make adjustments to the irrigation recommendations as needed. The foliage of the trees may need cleaning if dust levels are extreme. Removing dust from the foliage will help to reduce mite and insect infestation.

Inspections

It is the contractor's responsibility to contact the site arborist when work is to take place within 10 times the diameter of a protected tree on site. Kielty Arborist Services can be reached by email at kkarbor0476@yahoo.com or by phone at (650) 515-9783 (Kevin) or (650) 532-4418 (David). Menlo Park often requires a letter that states we have inspected the tree protection fencing.

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

Sincerely,
Kevin R. Kielty
Certified Arborist WE#0476A

David P. Beckham
Certified Arborist WE#10724A



STAFF REPORT

Planning Commission

Meeting Date:

6/18/2018

Staff Report Number:

18-063-PC

Study Session:

Consider and provide feedback on a proposed 94-unit, multi-family residential building at 111 Independence Drive

Recommendation

Staff recommends that the Planning Commission review and provide feedback on a proposal to construct a new 94-unit, multi-family residential building with an integrated multi-story, above-grade parking structure on an approximately one-acre site. The project site is located at 111 Independence Drive, in the R-MU-B (Residential Mixed Use-Bonus) zoning district. The project will ultimately require the following actions:

1. **Environmental Review** to analyze potential environmental impacts of the project through an Environmental Impact Report (EIR), pursuant to the California Environmental Quality Act (CEQA);
2. **Use Permit** for bonus-level development (which requires the provision of community amenities) and potentially to modify specific design standards;
3. **Architectural Control** to review the design of the new building and associated site improvements; and
4. **Below Market Rate (BMR) Housing Agreement** to provide on-site BMR units in accordance with the City's BMR Ordinance.

Additional actions and entitlements may be required as the project plans are refined. No formal actions will be taken at this time.

Policy Issues

Study sessions provide an opportunity for Planning Commissioners and the public to provide preliminary feedback on a project, with comments used to inform future review and consideration of the proposal. Study sessions also allow City staff to pose specific questions to the Planning Commission regarding staff's interpretation and implementation of aspects of the Zoning Ordinance.

Background

Site location

The project site is a 0.945 acre parcel that currently contains an existing single-story office building, approximately 15,000 square feet in size. A small portion of the Independence Drive roadway is located within the existing property, and as part of the project approximately 96 square feet of the project site would be dedicated to the City. The property would have a net area of 0.943 acres (41,088 square feet) after dedication. The existing building would be demolished as part of the redevelopment of the project site.

For purposes of this staff report, Highway US 101 is considered to have an east-west orientation, and all compass directions referenced will use this orientation. The project site is located north of US 101 and to the east of Marsh Road near the US 101 and Marsh Road interchange. The project site is located where

Independence Drive curves from an east to west direction to a north to south direction across from the Marsh Road off-ramp, and the project site is bounded by Independence Drive to the south and west. The parcels to the north and east of the site are also located in the R-MU-B zoning district and currently are occupied by light manufacturing uses. Across Independence Drive, to the south of the site, is the Menlo Gateway Independence Site, containing an office building, hotel, and parking structure. The Menlo Gateway Constitution Site is also located nearby, and will include office buildings and parking structures. Both Menlo Gateway sites are zoned M-3(X) (Commercial Business Park). A location map is included in Attachment A.

Analysis

Project description

The applicant is proposing to demolish the existing office building and site improvements and construct a new approximately 87,499 square foot, eight-story multi-family apartment building with 94 dwelling units. The proposed floor area ratio (FAR) would be 213 percent and the proposal includes a request for an increase in height, density, and FAR under the bonus level development allowance in exchange for community amenities. The applicant's project description is included in Attachment B, and the project plans are included as Attachment C. The applicant is proposing to develop the project utilizing the bonus level provisions for height, FAR, and density. The R-MU-B zoning district regulations allow a development to seek an increase in FAR, density, and/or height subject to obtaining a use permit or conditional development permit and providing one or more community amenities.

Site layout

The proposed building would be designed to respond to the curve in Independence Drive at the project site. The main lobby entrance and active ground floor spaces (fitness center, lobby and common areas) would be located along the curved façade of the building. A portion of the ground floor would be used for bicycle parking, but the space is designed to provide visual interest along the façade. The building would be oriented to a publicly accessible open space along Independence Drive, which is discussed later in the report. The parking garage entrance would be located towards the east end on the southern facing façade of the building along Independence Drive before the arc of the curve. The proposed building would include a curved element that generally parallels the Independence Drive curve for the first three levels and then a five story tower element that would be inverted, curving opposite of the lower levels. This curving design would generally respond to the Menlo Gateway office building across Independence Drive. The first three levels would also incorporate the above grade parking garage. At the third level, the step back to the tower element would allow for private and common open spaces to be located on the top of the podium level for the tenants.

The proposed project would meet the minimum interior side and rear setback requirement of 10 feet, with a 12 foot setback from the eastern property line and a 10 foot, four inch setback from the northern property line. In addition, along the northern property line would be a 27 foot setback for a portion of the building to provide the required emergency vehicle access (EVA) for the Menlo Park Fire Protection District. The setback along the curved portion of Independence Drive would vary but is generally greater than 20 feet, where the required setback range is from zero to up to a maximum of 25 feet. The setback of the building diminishes along the curved public right-of-way (ROW) toward the southern property line to a minimum setback of three feet, eight inches.

Floor Area Ratio (FAR) and Gross Floor Area (GFA)

The project would be developed at a floor area ratio (FAR) of approximately 213 percent (87,499 square feet of GFA). However, preliminary review by staff has identified some areas of the building that were inadvertently not included in the calculation of GFA and would need to be included with the next formal

submittal of the project. These modifications would increase the GFA but would need to comply with the maximum FAR for the project. In the R-MU-B zoning district bonus level development has a maximum FAR of 90 percent at 30 dwelling units per acre and increases on an even gradient to 225 percent at 100 dwelling units per acre (approximately 1.93 percent FAR for each unit). The proposed project would include 94 dwelling units on a net lot area of 0.943 acres, which is a density of approximately 99.7 dwelling units per acre. Therefore, the maximum allowed FAR for the site would be approximately 224.4 percent. The available FAR at the site should be able to accommodate updated GFA calculations to include the non-exempt areas within the proposed building. The proposed 94 units would be the maximum density permitted through the provisions of bonus level development. Since the project would develop at the maximum possible density for the site, staff believes that the maximum FAR of 225 percent should apply. Due to the size of the site, 100 dwelling units per acre is not feasible as that would equate to 94.3 units. The Planning Commission should discuss if the project should be allowed to develop the remaining 0.6 percent FAR for a maximum of 225 percent per the Zoning Ordinance limit since the applicant's proposal would hit the maximum density for the site.

Height

The proposed building would have a maximum height of 85 feet, where 95 feet is the maximum height permitted for any building on a bonus level development site in the R-MU-B district for parcels on Jefferson Drive, Constitution Drive, or Independence Drive. The 95 foot maximum height limit includes the 10 foot height increase allowed for properties within the FEMA flood zone. The height of the building is limited to 62.5 feet, where height is defined as average height of all buildings on one site, where the maximum height cannot be exceeded. Maximum height and height do not include roof-mounted equipment and utilities, nor do these development standards include a parapet used to screen mechanical equipment.

The applicant has submitted a preliminary analysis that documents compliance with the height limitation. The applicant's analysis averages the height of each specific portion of the building using the portion of the footprint to weight that element of the building accordingly. The height, according to the applicant team, is 62.47 feet. Staff is still reviewing the analysis to determine compliance including the design of the parapets and the roof deck. A portion of the building's eighth level is designed as a roof terrace with a height of 71 feet (instead of the 85 foot height for the majority of the residential tower element). This roof terrace includes a substantial cantilevered trellis element (functionally an eave) that covers a portion of the eighth floor level terrace. Height of structure, per the Zoning Ordinance, means the vertical distance from the average level of the highest and lowest points of the natural grade of the portion of the lot covered by the structure to the topmost point of the structure, excluding elevator equipment rooms, ventilating and air conditioning equipment and chimneys. The applicant team has calculated the height of the terrace to the roof deck and not to the semi-open eave element above the terrace. However, staff believes that the height of the structure includes the cantilevered trellis element. The Planning Commission could provide alternate direction to staff on the interpretation of the height calculation, specifically if the unsupported trellis element should be included in the calculation of height for the eighth level roof deck portion of the building. If included, the average height would exceed the 62 foot, six inch height limit.

Parking and circulation

Vehicular

The proposed building would incorporate a multi-level parking garage into the first three levels of the building. The sole entrance to the parking garage would be on the southern side of the building, accessed from Independence Drive. The proposed project would include 133 parking stalls, which is 1.41 stalls per unit. The R-MU-B zoning district requires a minimum of 1 space per unit and a maximum of 1.5 spaces per unit. Therefore, the proposed project would provide parking within the range permitted by the Zoning Ordinance. The project plans identify that the parking is based on 1 space for each studio, 1.5 spaces for

the 1-, 2-, and 3-bedroom units and 0.1 guest spaces for each unit for a total of 133 parking spaces. The Zoning Ordinance requires parking within multi-family residential developments (unless parking is connected to one unit) to be unbundled from the unit and therefore, the proposed project will be required to unbundle the parking. Regardless, the proposed parking provided would meet the zoning ordinance parking ratio.

Bicycle and pedestrian

As part of the proposed project, it is anticipated that new sidewalks would be constructed along Independence Drive. Given the unique configuration of the existing parcel, a portion of the new sidewalk would be located on the project site and enabled through a public access easement (PAE). As stated previously in the report, the City is requesting that a small portion of the existing roadway over the property be dedicated; however, the new sidewalk adjacent to the roadway dedication would be on the project site with an easement to ensure public access. The application of a PAE for the sidewalk would allow the underlying lot area to be included in the lot size for purposes of calculating the density and intensity (along with all other development standards such as open space). The Zoning Ordinance specifically allows for the inclusion of the PAE in the calculation of lot size for purposes of FAR; however, the Planning Commission can determine if the lot area devoted to a PAE should be included in the calculation of the density for the site. If the PAE is excluded from the density calculation, the maximum permitted units would likely be reduced to 93 from 94. Staff believes that the PAE should be included in the calculation of density for the project site, but the Planning Commission could provide alternate guidance to staff. The preliminary plans identify the general design and layout of the sidewalk and planting within the public ROW and PAE. The City will be working with the applicant team to determine the appropriate design standards for the sidewalk and plantings within the ROW through the formal entitlement process.

Future right-of-way dedication

As part of the ConnectMenlo General Plan and Zoning Ordinance update, the City's Circulation Element and Zoning Map were amended to include a potential future public ROW along the eastern property line of the site. This future ROW was intended to link Independence Drive with Constitution Drive and enable the future abandonment of Independence Drive to the west of the site. However, due to concerns raised by multiple property owners that would be subject to the future dedication, the City Council supports the removal of the future ROW from the Zoning Map and Circulation Element and therefore, continue to use the existing circulation pattern (and the modifications to the T intersection of Bayfront Expressway and Constitution Drive) in the project area. As part of the two-year review of ConnectMenlo, the City will be bringing forward amendments to remove the future ROW dedication from the Zoning Map and Circulation Element.

Open space

The proposed project would be required to provide open space equivalent to 25 percent of the project site area, of which 25 percent shall be provided as publicly accessible open space. According to the Zoning Ordinance (Chapter 16.45.120(4)(A)), publicly accessible open space is defined as:

Publicly accessible open space consists of areas unobstructed by fully enclosed structures with a mixture of landscaping and hardscape that provides seating and places to rest, places for gathering, passive and/or active recreation, pedestrian circulation, or other similar use as determined by the planning commission. Publicly accessible open space types include, but are not limited to, paseos, plazas, forecourts and entryways, and outdoor dining areas. Publicly accessible open space must:

- (i) Contain site furnishings, art, or landscaping;
- (ii) Be on the ground floor or podium level;

- (iii) Be at least partially visible from a public right-of-way such as a street or paseo;
- (iv) Have a direct, accessible pedestrian connection to a public right-of-way or easement.

The applicant is proposing to utilize the area between Independence Drive and the main façade of the building for the publicly accessible open space. This area would be approximately 5,288 square feet (12.9 percent of the project site which exceeds the required 25 percent of the required open space) and the building would be set back 24 feet, seven inches at the widest part, which allows for a substantial seating area with plantings. The open space does not include the sidewalk and plantings within the public ROW (nor the area within the PAE) in the calculation of public open space. The applicant has submitted preliminary plans that identify the conceptual design and layout of the publicly accessible open space. In general, the area designed as public open space appears to meet the requirements identified above; specifically, the open space is at the ground level, visible from the public ROW, contains direct connections to the public ROW, and includes site furnishings and landscaping. A portion of the open space appears to be accessed only from the lobby and that area likely would not be included in the calculation of publicly accessible open space and staff believes would need to be updated to provide more direct access from the public ROW to comply with the open space criteria. As the applicant further develops the plan, staff will be working with the applicant to ensure compliance. However, the preliminary proposal appears to generally meet the intent of the publicly accessible open space requirement. The Planning Commission should consider the criteria for the publicly accessible open space and provide feedback on the applicant's proposal with regard to the general functionality and usability of the publicly accessible open space.

The proposed project would meet the common and private open space requirements for tenants through a combination of balconies, private terraces, a common terrace above the garage, and an open air terrace on the eighth level. In addition to the above grade private and common open spaces, a bocce court and dog run are located at grade along the north and east portions of the property near the northeast corner. These amenities would be available to tenants and not the public. The common open space would be approximately 12,036 square feet, which exceeds the minimum requirement of 10,267 square feet. In addition, the private open space for specific units would be included in the calculation of open space; however, the current application does not quantify the square footage of private open space. Therefore, the project would significantly exceed the open space requirement for the project once all open spaces are included in the calculation.

Community amenities

As mentioned in the previous section, the R-MU-B zoning district permits bonus level development, subject to providing one or more community amenities. As part of the ConnectMenlo process, a list of community amenities was generated based on public input and adopted through a resolution of the City Council (Attachment D). Community amenities are intended to address identified community needs that result from the effect of the increased development intensity on the surrounding community. Project requirements (such as the publicly-accessible open space, and street improvements determined by the Public Works Director) do not count as community amenities. The City Council will be considering the Planning Commission's recommendation to modify the community amenities requirement in the R-MU district. In-lieu of requiring 15 percent affordable housing as the community amenity, which will now be met by the City's inclusionary zoning requirement, an applicant may offer a community amenity from the established list, including additional affordable housing.

An applicant requesting bonus level development must provide the City with a proposal indicating the specific amount of bonus development sought and the value of the amenity. The value of the amenity to be provided must equal 50 percent of the fair market value of the additional GFA of the bonus level development. The applicant must provide an appraisal performed by a licensed appraisal firm that sets a

fair market value of the GFA and density of the bonus level of development. The City is in the process of developing more specific appraisal instructions, and staff and the applicant will continue to work together through the process as the project plans are refined. The applicant's proposal for community amenities will be subject to review by the Planning Commission through a later study session, or in conjunction with the other project entitlements.

Design standards

In the R-MU-B zoning district, all new construction and building additions of 10,000 square feet of GFA or more must meet design standards subject to architectural control review. The design standards regulate the siting and placement of buildings, landscaping, parking, and other features in relation to the street; building mass, bulk, size, and vertical building planes; ground floor exterior facades of buildings; open space, including publicly accessible open space; development of paseos to enhance pedestrian and bicycle connections between parcels and public streets in the vicinity; building design, materials, screening, and rooflines; and site access and parking. As noted below, design requirements may be modified with a use permit. The applicant is requesting several, on which the Planning Commission should provide feedback at this time. In conjunction with that consideration, the Commission may wish to think through the possible precedent-setting implications of granting such modifications on what may be the first R-MU-B project to be formally considered and acted upon.

Architectural style and materials

The design of the proposed multi-family residential building would have a contemporary architectural style, utilizing a predominately glass storefront along the majority of the curved façade. The facades would be predominately painted plaster in shades of blues, greys, and whites; however, material variation would be provided through the use of synthetic (phenolic) wood panels along the upper portion of the base of the building (below the tower element) along Independence Drive and through the vertical application of the synthetic wood panels on the southern portion of the tower element. The lower levels of the building would also contain board formed concrete, in addition to the plaster, at the base and around the first floor glass façade along the curved portion.

The proposed windows, including the glass storefront system would have vinyl mullions. The mullions would be bronze to accent the proposed color scheme for the building. Select residences would include private balconies which include a mix of glass railings and metal railings. The glass railings would be used on the apartments at the northwest corner of the building and apartments within the middle of the building. All other apartments that contain balconies would have metal railings that would also be bronze in color.

The building includes a three story base element that incorporates the parking structure: the amenities and leasing areas of the building, and tenant storage on the first and second levels; and residential units on the third level. Above the base, the proposed building includes a five story tower element. The tower element would curve opposite of the base along the Independence Drive street curve that would provide visual interest and is intended to complement the curvature of the Menlo Gateway office building across Independence Drive.

The proposed parking structure would be integrated into the building and would be generally located along the eastern portion of the site. The location of the garage would result in three-story plaster walls along a portion of the northern elevation and the entire eastern façade of the building. The garage would be partially open and the openings would be filled in with metal louvered panels for ventilation. The plaster facades would be painted white. As with the façade facing the street, this portion of the building would be 31 feet in height. The Planning Commission may wish to consider if the facades should contain more material variation to reduce the massing of the three story unbroken garage elements. While these portions of the

building would not be visible from the public ROW, the design may impact how future projects in the area are designed.

Minimum setback and building projections

Along the curved property line, the tower element would be set back approximately 26 feet, six inches at the greatest point. On public-street-facing facades, buildings in the R-MU zoning district are required to step back at least 10 feet for 75 percent of the building. This step back is required once the building reaches 45 feet in height. The applicant has submitted preliminary documentation that the proposal would comply with the required minimum step back through the offset of the tower element from the base and through the use of the curved element and staggered step backs along the northwestern portion of the tower from the base. However, the step backs proposed for the northwestern corner of the building do not appear to meet the requirement. While the building facades would be set back more than 10 feet from the base of the building, the private balconies would extend to within 10 feet of the front façade of the lower levels. Building projections, including balconies, are permitted to encroach up to six feet into the required step back. However, it appears that the balconies may exceed this encroachment and further review and documentation will be required. Therefore, staff believes that the proposed project does not fully comply with the step back requirement. Depending on the final design of the balconies, the applicant may need to revise the building to comply with the step back for at least 75 percent of all facades along Independence Drive or apply for a use permit to modify/reduce the percentage of the building that would comply with the step back requirement. The Planning Commission should review and provide guidance to staff and the applicant team on the proposed design of the building, including the step backs. Does the Planning Commission believe the overall design includes visual interest and adheres to the principles of ConnectMenlo and the Zoning Ordinance, thereby, generally supporting the application of a use permit to modify the setback requirement?

Major and minor modulations

The design standards for the R-MU-B zoning district require major and minor modulations on street facing facades. For major modulations, the design must include a minimum of one recess of 15 feet wide by 10 feet deep per every 200 feet of facade length. For minor modulations, a minimum recess of five feet wide by five feet deep per 50 feet of facade length would be required. The proposed building includes modulations between the base and the tower element, but does not include modulations that would meet the major and minor modulation requirement. As with the step back requirement, a design standard may be modified through a use permit. The applicant has designed the building to include visual interesting elements, such as the tower element, balconies, material variation, and other vertical elements on the building, but has not designed the building to meet the minor and major modulations requirement from the Zoning Ordinance. Provided that the overall design is cohesive, includes visual interest, and breaks up the massing, and generally adheres to the overall principles of the Zoning Ordinance and ConnectMenlo, a modification to a development standard could be permitted through a use permit. Preliminary review of the project proposal appears to justify the use permit for an exception to the major and minor modulations based on the overall design. However, as part of the next round of review, staff will be requesting additional justification and documentation from the applicant regarding the basis for the requested exceptions. As the Planning Commission reviews the design of the proposed building, it should provide feedback on the overall design and specific guidance on the applicability of a use permit to modify the major and minor modulation requirements.

Ground floor exterior

As part of the project review, staff will review the project to ensure that it meets the ground floor transparency requirement and building entrance location and frequency requirements. Staff believes the project generally would meet the ground floor transparency requirement; however, further documentation is

required. The current proposal would comply with the maximum garage entrance size and ground floor minimum height requirement.

Summary

With regard to the overall project design/style and the application of R-MU-B zoning district standards, staff believes that the application would be in compliance or could seek a use permit to modify specific design standards. Staff is continuing to evaluate the proposed project with regard to compliance with the R-MU-B zoning district requirements to ensure compliance. The Planning Commission may wish to provide additional feedback on the proposed building, parking structure, and site layout before the project advances to the full submittal stage. The applicant's project description letter is included in Attachment B and describes the overall project proposal and design in more detail.

Green and sustainable building

In the R-MU-B zoning district, projects are required to meet green and sustainable building regulations. The proposed building will be required to meet 100 percent of its energy demand through any combination of on-site energy generation, purchase of 100 percent renewable electricity, and/or purchase of certified renewable energy credits. Additionally, as currently proposed, the new building will need to be designed to meet LEED (Leadership in Energy and Environmental Design) Silver BD+C, pre-wire five percent of the total required parking stalls for EV chargers and install two EV chargers and one percent of the total stalls in the pre-wire locations, and incorporate bird-friendly design in the placement of the building and the use of exterior glazing. The EV charger regulations are currently under review for modifications, which could increase the requirements noted above. Other green building requirements, including water use efficiency, placement of new buildings 24 inches above the Federal Emergency Management Agency (FEMA) base flood elevation (BFE) to account for sea level rise, and waste management planning, would also apply to the project. Details regarding how the proposed building would meet the green and sustainable building requirements will be provided as the project plans and materials are further developed.

Planning Commission considerations

The following comments/questions are suggested by staff to guide the Commission's discussion, although Commissioners should feel free to explore other topics of interest. Some of the topics listed below were previously identified throughout the staff report.

- **Height.** The applicant's proposed calculation for height utilized the City's weighted average approach where individual heights of the building are weighted based on the percentage of the footprint. However, the applicant has proposed calculating the height of the eighth floor roof terrace at the roof deck level instead of to the top of the railing or to the cantilevered eave/trellis that extends partly over the roof deck. As stated previously, staff believes the cantilevered trellis is included in the calculation of height; however, the Planning Commission should review the height calculation and the design of the roof terrace and provide feedback on the applicant's proposed approach to the calculation.
- **Publicly Accessible Open Space.** The publicly accessible open space between the building and Independence Drive generally appears to meet the criteria for publicly accessible open space. However, a portion of the open space does not appear to be publicly accessible and the design does not include direct connections between the building lobby and the open space, which will need to be incorporated into the design. Does the Planning Commission believe the general approach to the publicly accessible open space is acceptable? While the layout and design are preliminary, does the Commission have any comments or feedback for the applicant team on the preliminary design, considering the criteria outlined previously in the staff report (with the understanding that a direct connection will need to be provided)?

- **Architectural Design and Materials.** Is the architectural design of the proposed building appropriate for a multi-family dwelling building? With regard to the architectural context of the site, is the proposed architectural design in keeping with the recently redeveloped buildings within the vicinity and the future plan for the area? Does the Commission believe that the proposed materials are appropriate for the building?
- **Compliance with Design Standards.** As mentioned in the staff report, the proposed project design does not completely comply with the design standards set forth in the Zoning Ordinance. For instance, the design does not include major and minor modulations as prescribed in the R-MU design standards. Additionally, the proposed building may not comply with the step back requirement due to the design of the balconies. As mentioned previously, design standards can be modified through the approval of a use permit by the Planning Commission. Does the Planning Commission believe the overall design meets the intent of the ordinance, contains a cohesive design, visual interest, and breaks up the massing, and would a use permit to modify the specific design standards discussed previously be appropriate?
- **Parking Structure.** As previously noted, the parking structure would be integrated into the proposed building but would include three story unbroken wall elements on the east and a portion of the north elevations. These walls would be painted with white plaster with openings for ventilation. The openings would have a metal grate to break up the solid walls. Does the Commission believe that the design of the parking garage facades are appropriate for the building? Should more material variation and overall articulation be considered for these facades?
- **Density.** Is the proposed density appropriate for the site? The proposal would utilize the bonus level allowance for density, floor area ratio, and height in exchange for community amenities. At this time the proposed community amenities have not been identified and staff will be evaluating the project for the appropriate value of community amenities to be provided in exchange for the bonus level development. Does the Planning Commission believe that the proposed project is generally appropriate for the site?
- **Floor Area Ratio.** The applicant is proposing to develop the project to the maximum density permitted at the site (99.7 dwelling units per acre). The maximum density permitted through the Zoning Ordinance is 100 dwelling units per acre but the site is less than one acre. Since the applicant is proposing to develop to the maximum possible density at this site, staff believes that the applicant should be allowed to develop the building at 225 percent FAR, where 224.4 is the maximum for the 94 units. Since a partial unit cannot be developed, staff believes the maximum FAR would be appropriate for the project. Does the Planning Commission believe that the project should be allowed to develop at 225 percent FAR for 94 units, thereby, allowing for more flexibility as the design of the building is further developed?
- **Public Access Easement.** The City will be requesting that the applicant dedicate the portion of the property that currently is used as public right-of-way for Independence Drive. However, the City is requesting that the applicant provide a public access easement (PAE) for the required frontage improvements (sidewalk and landscaping) over a portion of the property. The area within the PAE would continue to be calculated as site area toward the maximum FAR, GFA, and other percentage based calculations such as open space. Given the unique existing conditions of the public roadway and the property, staff believes this approach of partial dedication and the application of a PAE is equitable. Does the Planning Commission generally agree with this proposed approach?
- **Overall Approach.** Is the overall aesthetic approach for the project consistent with the Planning Commission's expectations for new development in the R-MU zoning district?

Correspondence

As of the writing of this report, staff has not received any correspondence regarding the 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

Study sessions do not require analysis under the California Environmental Quality Act (CEQA). With regard to the overall project review and action, the terms of a recent settlement agreement with the City of East Palo Alto require projects seeking bonus level development to complete an EIR. Subsequent to this study session, City staff will identify a consultant to complete the environmental review and prepare an initial study and EIR for the proposed project. Depending on the initial study, a focused EIR may be prepared only on the topics that warrant further analysis but would include a transportation and housing analysis at a minimum, per the terms of the settlement agreement. As currently proposed, the Planning Commission would take the final action on the project entitlements, including the EIR, after the completion of the environmental review and any revisions to the plans based on feedback from the Planning Commission and Planning staff.

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 Description Letter
- C. Project Plans
- D. Community Amenities List

Disclaimer

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

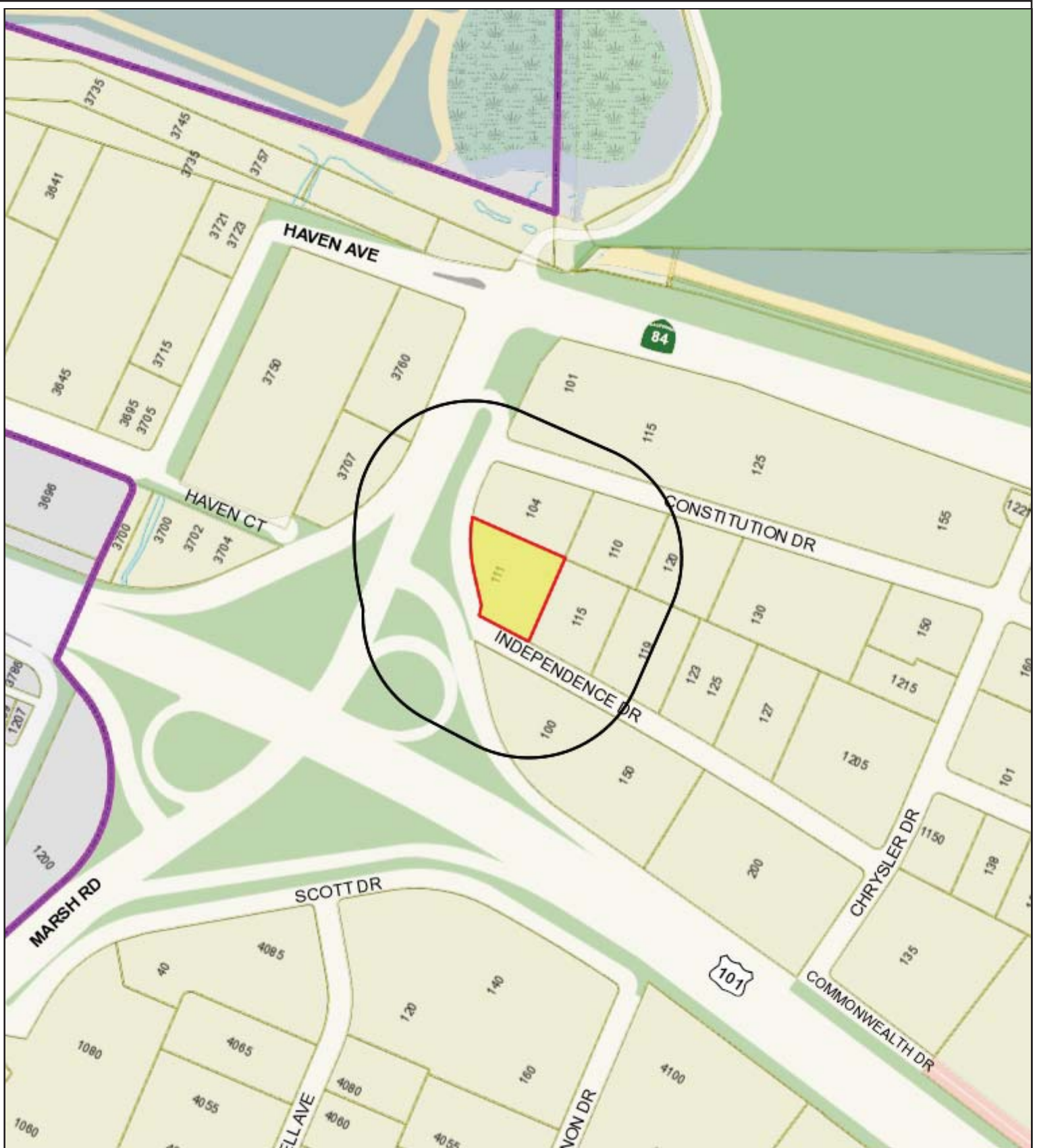
Exhibits to Be Provided at Meeting

Color and materials board

Report prepared by:
Kyle Perata, Senior Planner

Report reviewed by:
Thomas Rogers, Principal Planner

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City of Menlo Park

Location Map
111 Independence Drive



Scale: 1:4,000

Drawn By: KTP

Checked By: KTP

Date: 6/18/2018

Sheet: 1

May 24, 2018

City of Menlo Park Planning Commission Study Session**Project Description Letter****111 Independence Drive**

Dear Menlo Park Planning Commission,

We look forward to meeting with you to discuss an exciting housing project with a compelling aesthetic that is in harmony with the recent developments in the surrounding neighborhood. The property owners are long-time members of the Menlo Park community, a local family that would like to play a role in addressing the housing crises through a thoughtfully designed project.

The property consists of one parcel with approximately 41,000 square feet of land (.945 acres) zoned as R-MU-B in the former M-2 Area of Menlo Park. The proposed project replaces an existing single story 15,000 square foot office building with a multi-family for rent development on 111 Independence Drive adjacent to Highway 101's Marsh Road overpass.

The project directly supports the Live/Work/Play goals of ConnectMenlo and improves the jobs-housing imbalance. The site is across the street from the recently completed 123' high-rise Menlo Gateway office building, and a few hundred feet away from two 135' high-rise office buildings currently under construction. The project is also located just a few blocks away from the new TIDE Academy High School scheduled to open next year.

The proposed building is comprised of 94 rental dwelling units, 133 garaged parking stalls, and enclosed parking for 144 bicycles. The unit mix will be approximately 34% studios, 38% 1-bedroom, 23% 2-bedroom, and 4% 3-bedroom. The building also includes the following amenities and common areas: Ground Level Plaza, 4th Floor Courtyard, Pool, Spa, Deck Terrace, Club Room, Fitness Center, Lounge, Tenant Storage, Pet Run and Wash Area, Basketball Court, and Bocce Court.

The building is designed as three levels Type IA construction with five levels of Type IIIA construction above. For fire and height codes, the project is not considered a high-rise. Located in a flood plain, the ground floor amenities and habitable space have been raised 30 inches above grade. Garage and bicycle storage are not required by FEMA to be above flood plain and are designed at grade. The project is designed to be fully accessible as required by the California Building Code with Safe Harbor per the FHA Design Manual. The top floor Deck Terrace and adjacent Club Room are spaces that are 10% or less of the floor plate and sized to be under 49 occupants each.

We have been working closely with the Planning Department for well over a year to elicit feedback which has been incorporated into the current design through many iterations. The design reflects careful consideration to the new and future surroundings, and the uniqueness of the parcel and its location.

To complement the adjacent new high-rise office building with a convex curved façade, the project parti is a concave curvature to the façade. The design parti creates a dynamic visual interest between buildings and spaces, integrates the design with surrounding context and creates a unique architectural style. The base of the building is a convex curved façade lined with large storefronts,

metal awnings and amenity space setback from Independence Drive via public open space. Designed per Menlo Park's R-MU District planning codes, the project meets requirements for ground floor active use frontage, building height, building mass breaks and setbacks, and public open space, along with other code requirements.

This project is unique in the R-MU area as a housing project on a significantly smaller parcel than other projects that have or are likely to come forward. A smaller parcel development will add greatly to the overall character of the area by providing an alternative to future large-scale housing complexes. For the economics to work on a smaller parcel, the project needs to be a bonus level development in tandem with some BMR flexibility. Based upon recent City Council meetings, we are reassured that there is strong interest to incentivize much-needed housing development on smaller parcels in the R-MU district.

After several discussions with Planning Staff, we are proposing 14 BMR units at the moderate-income level all onsite within the building. This approach will meet the City's overriding goal of providing BMR units onsite within new developments, while also helping to address the large gap in affordable housing known as the Missing Middle, which is comprised of teachers, public servants and others that make up the core of the workforce. This proposal also helps towards the City of Menlo Park meeting its Regional Housing Needs Allocation where the moderate level is severely under-represented, currently at just one percent (as opposed to 59% and 25% for other categories).

In addition, we are also providing the following community amenities:

- Publicly Accessible Open Space
- Street Improvements including Sidewalks, Lighting and Landscaping
- Underground Power Lines
- Dedication of a portion of our property for public street use

Given the severe ongoing housing crisis and per SB-35, we respectfully request that the Planning Commission make best efforts to streamline the project review process.

Sincerely,

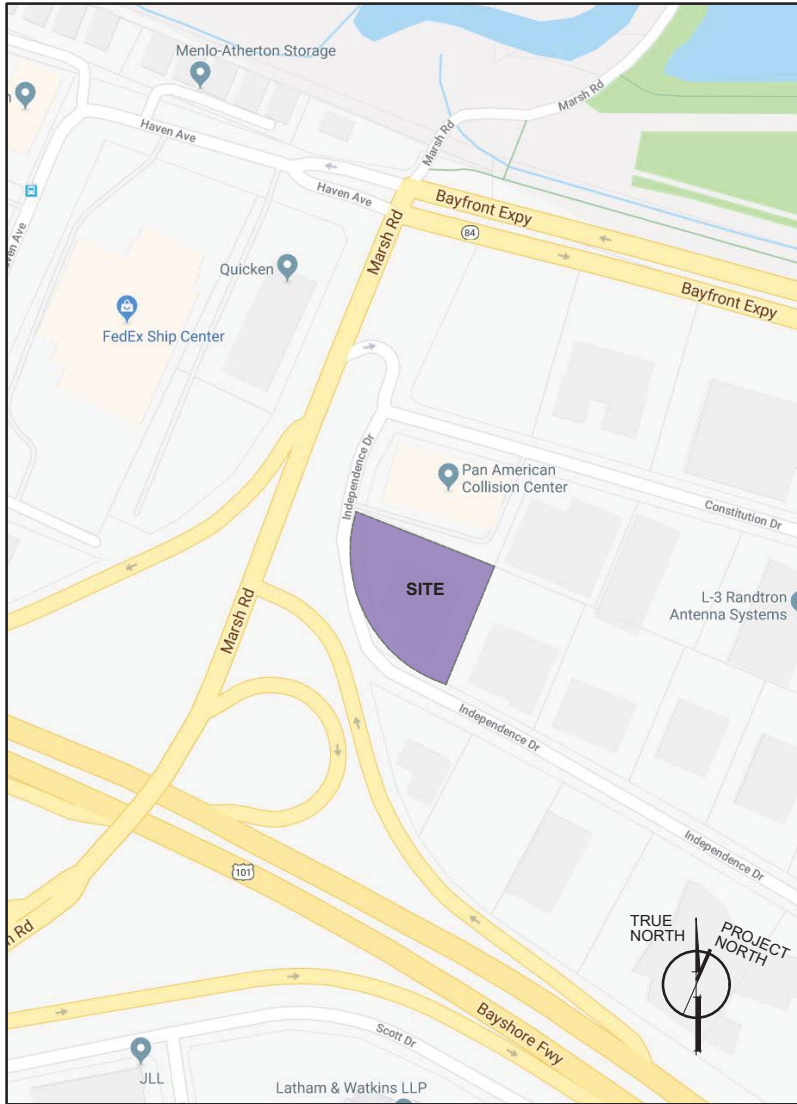
Sateez Kadivar
SP Menlo LLC
111 Independence Drive
Menlo Park, CA 94025



**PLANNING COMMISSION STUDY SESSION: SUBMITTAL 3
111 INDEPENDENCE**

**MULTI-FAMILY DEVELOPMENT
94 DWELLING UNIT**

JUNE 11, 2018



UNIT AND AREA SUMMARY															
Date 06/07/2018															
CONSTRUCTION TYPE: TYPE IIIA OVER TYPE IA															
FLOORS: 5 WOOD OVER 3 CONCRETE															
UNIT TYPE	NAME	DESCRIB	Unit Net Rentable	B1	1ST	2ND	3RD	4TH	5TH	6TH	7TH	8TH	Unit Total	Percent of Total Units	Rentable Area by Type
STUDIO	A1	STUDIO	512				0	3	3	3	3	3	15	16%	7,680
	A1.1	STUDIO	539				0	1	1	1	1	1	5	5%	2,695
	A1.2	STUDIO	577				0	1	1	1	1	1	5	5%	2,885
	A2	STUDIO	529				0	1	1	1	1	1	5	5%	2,645
	A3	STUDIO	449				1	0	0	0	0	0	1	1%	449
A4	STUDIO	568				1	0	0	0	0	0	1	1%	568	
STUDIO SUB-TOTAL				0	0	1017	3181	3181	3181	3181	3181	3181	32	34%	16,922
1 BEDROOM	B1	1 BDRM/ 1 BATH	629				0	2	2	2	2	2	10	11%	6,290
	B1.1	1 BDRM/ 1 BATH	647				0	1	1	1	1	1	5	5%	3,235
	B2	1 BDRM/ 1 BATH	790				0	1	1	1	1	1	5	5%	3,950
	B3	1 BDRM/ 1 BATH	713				0	1	0	0	0	0	1	1%	713
	B4	1 BDRM/ 1 BATH	1043				1	0	0	0	0	0	1	1%	1,043
	B5	1 BDRM/ 1 BATH	876				1	0	0	0	0	0	1	1%	876
	B6	1 BDRM/ 1 BATH	927				1	0	0	0	0	0	1	1%	927
	B7	1 BDRM/ 1 BATH	662				1	0	0	0	0	0	1	1%	662
	B8	1 BDRM/ 1 BATH	605				1	0	0	0	0	0	1	1%	605
	B9	1 BDRM/ 1 BATH	621				0	1	1	1	1	1	5	5%	3,105
B10	1 BDRM/ 1 BATH	734				0	1	1	1	1	1	5	5%	3,670	
1 BDRM SUB-TOTAL				0	0	4113	4763	4050	4050	4050	4050	4050	36	38%	25,075
2 BEDROOM	C1	2 BDRM/ 2 BATH	1019				0	1	1	1	1	1	4	4%	4,076
	C2	2 BDRM/ 2 BATH	1029				0	1	1	1	1	1	5	5%	5,145
	C3	2 BDRM/ 2 BATH	1024				0	1	1	1	1	1	5	5%	5,120
	C4	2 BDRM/ 2 BATH	844				0	1	1	1	1	1	5	5%	4,220
	C5	2 BDRM/ 2 BATH	1089				1	0	0	0	0	0	1	1%	1,089
	C6	2 BDRM/ 2 BATH	975				1	0	0	0	0	0	1	1%	975
	C7	2 BDRM/ 2 BATH	1156				1	0	0	0	0	0	1	1%	1,156
2 BDRM SUB-TOTAL				0	0	3220	2897	3916	3916	3916	3916	3916	22	23%	21,781
3 BEDROOM	D1	3 BDRM/ 2 BATH	1,174				0	1	1	1	1	1	4	4%	4,696
3 BDRM SUB-TOTAL				0	0	0	1174	1174	1174	1174	1174	0	4	4%	4,696
TOTAL UNITS			Avg SqFt	728	0	0	8350	12015	12321	12321	12321	11147	94	100%	68,475
Net rentable residential area is measured center of demising wall, ext face of stud of ext wall, ext face of stud of corridor wall, excl decks															
Net rentable Residential by floor (excl decks)				0	0	8,350	12,015	12,321	12,321	12,321	12,321	11,147	68,475		
Gross (Including Corridors, Excluding Decks)						1,418	1,403	2,144	2,199	1,943	1,943	1,943	1,941	14,934	
Amenity (Including Leasing)						3,536						554	4,090		
Garage (Including Bikes, MEP, Trash Termination)						20,688	17,689	15,455						53,832	
Total Gross				0	25,642	19,082	25,949	14,214	14,264	14,264	14,264	13,642	141,331		
SITE AREA				ALLOWED FAR (SF)		PROVIDED FAR (SF)		ALLOWED FAR BASED ON ORDINANCE 1026: R-MU ZONING DISTRICT ADDED TO TITLE 16 OF MUNICIPAL CODE (SECTION 16.45.050: DEVELOPMENT REGULATIONS)							
41,184 SF/0.945 ACRE (41,088SF POST ROW)				87,856		87,495									
OFF STREET PARKING - RESIDENTIAL															
REQUIRED MINIMUM RESIDENTIAL PARKING				RECOMMENDED RESIDENTIAL PARKING				RECOMMENDED RESIDENTIAL PARKING							
UNIT TYPE	PKG RATIO	#UNITS	PKG REQ'D	UNIT TYPE	PKG RATIO	#UNITS	PKG REQ'D	UNIT TYPE	PKG RATIO	#UNITS	PKG REQ'D	UNIT TYPE	PKG RATIO	#UNITS	PKG REQ'D
STUDIO	1	32	32	STUDIO	1.5	32	48	STUDIO	1	32	32	STUDIO	1	32	32
1 BDRM	1	36	36	1 BDRM	1.5	36	54	1 BDRM	1.5	36	54	1 BDRM	1.5	36	54
2 BDRM	1	22	22	2 BDRM	1.5	22	33	2 BDRM	1.5	22	33	2 BDRM	1.5	22	33
3 BDRM	1	4	4	3 BDRM	1.5	4	6	3 BDRM	1.5	4	6	3 BDRM	1.5	4	6
TOTAL		94	94	TOTAL		94	141	TOTAL		94	94	TOTAL		94	134
TOTAL REQUIRED MINIMUM PARKING RATIO PROVIDED				TOTAL REQUIRED MAXIMUM PARKING RATIO PROVIDED				TOTAL RECOMMENDED PARKING RATIO PROVIDED							
1.00				1.50				1.43							
PROVIDED RESIDENTIAL PARKING															
FLOOR	STANDARD	ACCESS	VAN ACCES	EV	STANDARD GUEST	VAN ACCESS GUEST	TOTAL								
1st	36	0	2	3	3	1	45								
2nd	43	1	0	2	0	0	46								
3rd	40	1	0	1	0	0	42								
TOTAL	119	2	2	6	3	1	133								
TOTAL PROVIDED PARKING RATIO PROVIDED															
1.41															
BICYCLE PARKING															
REQUIRED LONG TERM: 1.5 STALLS/DU = 1.5 * 94DU =				141 STALLS				PROVIDED CLASS I: (12 BIKE STACKERS (12 BIKES EACH) =				144 STALLS			
REQUIRED SHORT TERM: 10% OF CLASS I = 141STALLS * 10% =				15 STALLS				PROVIDED CLASS II: 15 CLASS II STALLS							

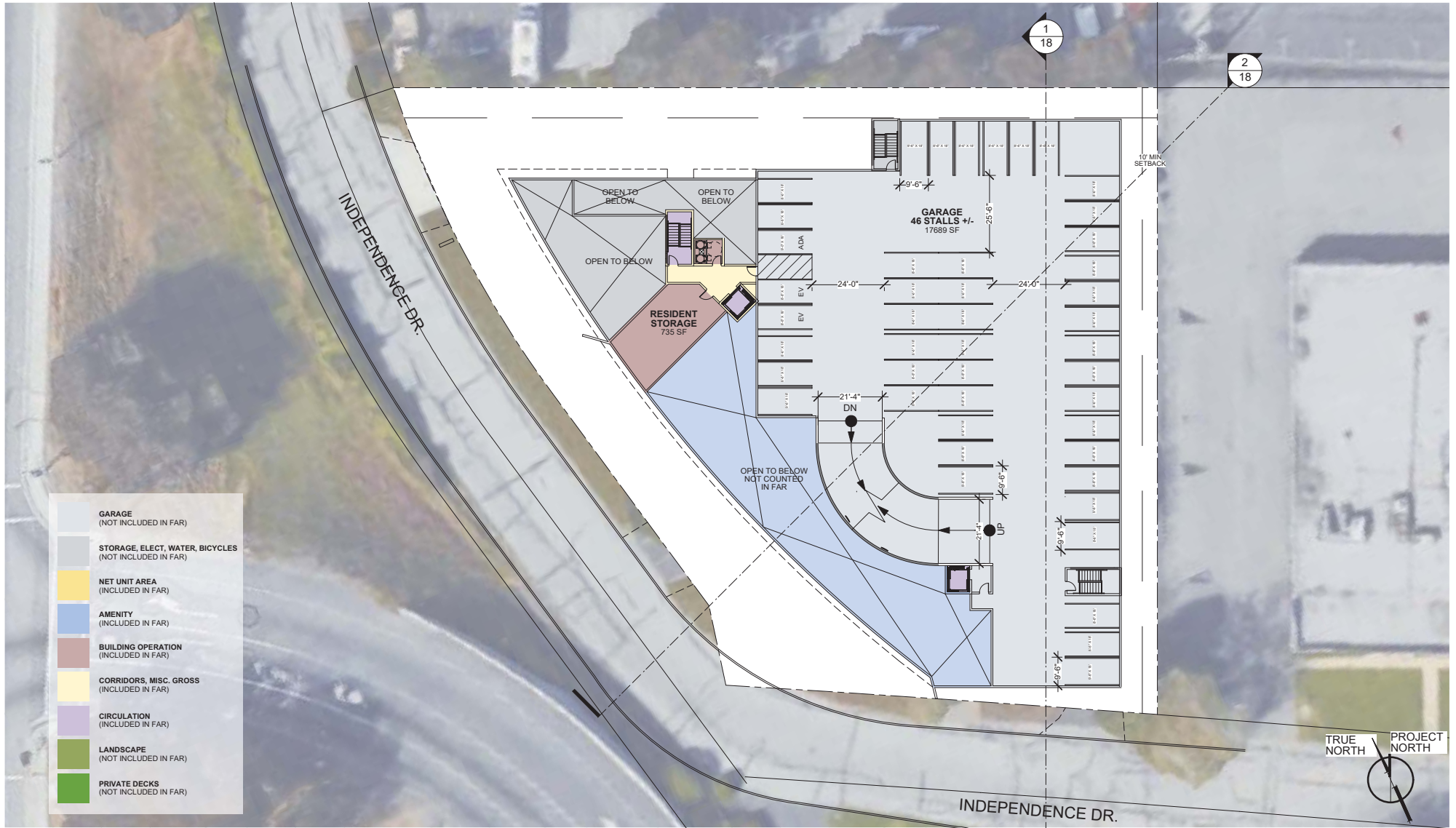
STATISTICS & VICINITY MAP

1



FLOOR 1 - PLAN 1" = 30'-0" **2**

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- GARAGE
(NOT INCLUDED IN FAR)
- STORAGE, ELECT, WATER, BICYCLES
(NOT INCLUDED IN FAR)
- NET UNIT AREA
(INCLUDED IN FAR)
- AMENITY
(INCLUDED IN FAR)
- BUILDING OPERATION
(INCLUDED IN FAR)
- CORRIDORS, MISC. GROSS
(INCLUDED IN FAR)
- CIRCULATION
(INCLUDED IN FAR)
- LANDSCAPE
(NOT INCLUDED IN FAR)
- PRIVATE DECKS
(NOT INCLUDED IN FAR)

FLOOR 2 - PLAN 1" = 30'-0" **3**



FLOOR 3 - PLAN 1" = 30'-0" **4**



PLANNING COMMISSION
STUDY SESSION-2: 111 INDEPENDENCE DR.

111 INDEPENDENCE DR, MENLO PARK, CALIFORNIA

JUNE 11, 2018

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FLOOR 4 - PLAN 1" = 30'-0" **5**



PLANNING COMMISSION
STUDY SESSION-2: 111 INDEPENDENCE DR.

111 INDEPENDENCE DR, MENLO PARK, CALIFORNIA

JUNE 11, 2018

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FLOOR 5-7 - PLAN

1" = 30'-0"

6



FLOOR 8 - PLAN 1" = 30'-0" **7**

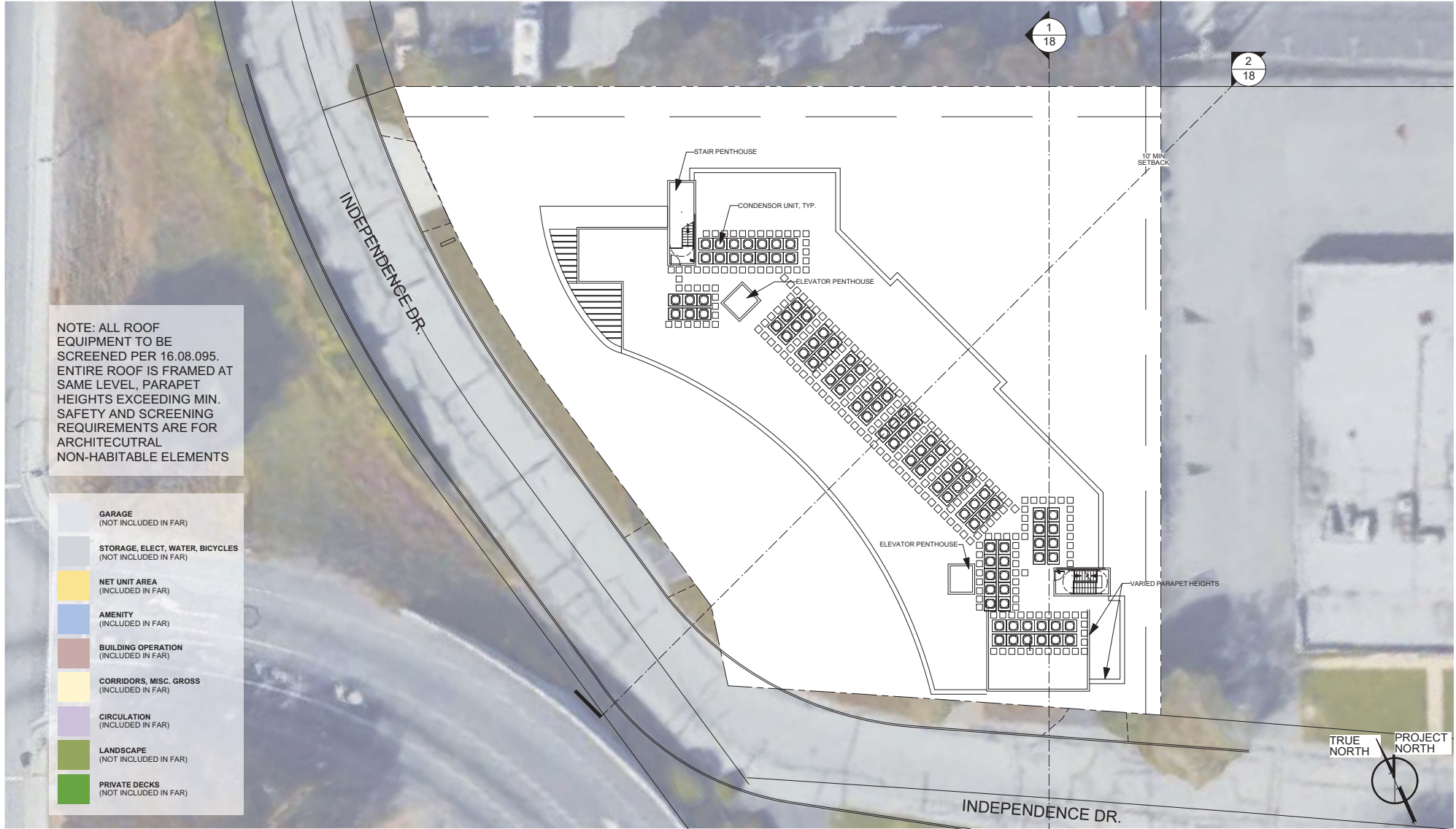


PLANNING COMMISSION
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JUNE 11, 2018

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ROOF PLAN 1" = 30'-0" **8**



- ①A BLUE OMBRE - PAINT ACCENT
SEE PAGE 12/ITEM 1 FOR
OMBRE ACCENT COLORS
- ②A PAINT- SNOW WHITE
- ②B PAINT- SHORELINE
- ②C PAINT - CAPE MAY COBBLESTONE
- ②D PAINT - BEAR CREEK
- ③ BOARD FORMED OR CIP
CONCRETE
- ④ GLASS RAIL
- ⑤ PLASTER
- ⑥ METAL RAIL - AMETCO "GROTTO"
METAL INFILL PANELS
- ⑦ PHENOLIC WOOD PANEL
- ⑧ METAL AWNING W/ PHENOLIC
WOOD
- ⑨ VPI VINYL WINDOWS -
'ARCHITECTURAL BRONZE'
- ⑩ PAINT TO MATCH VINYL WINDOW
- ⑪ STOREFRONT TO MATCH VINYL
- ⑫ PUBLIC ART: METAL AMERICAN
FLAG WALL ART
- ⑬ GARAGE OPENING W/ AMETCO
"GROTTO" METAL INFILL PANEL
- ⑭ AMETCO "GROTTO" METAL PANEL
- ⑮ BUILDING ADDRESS SIGNAGE:
36" TALL, 3" DEPTH, HELVETICA OR
SIM; CAST METAL
- ⑯ BUILDING SIGNAGE:
14" TALL, 2" DEPTH, HELVETICA OR
SIM; CAST METAL

ELEVATIONS

1" = 30'-0"

9



- ①A BLUE OMBRE - PAINT ACCENT
SEE PAGE 12/ITEM 1 FOR
OMBRE ACCENT COLORS
- ②A PAINT- SNOW WHITE
- ②B PAINT- SHORELINE
- ②C PAINT - CAPE MAY COBBLESTONE
- ②D PAINT - BEAR CREEK
- ③ BOARD FORMED OR CIP
CONCRETE
- ④ GLASS RAIL
- ⑤ PLASTER
- ⑥ METAL RAIL - AMETCO "GROTTO"
METAL INFILL PANELS
- ⑦ PHENOLIC WOOD PANEL
- ⑧ METAL AWNING W/ PHENOLIC
WOOD
- ⑨ VPI VINYL WINDOWS -
'ARCHITECTURAL BRONZE'
- ⑩ PAINT TO MATCH VINYL WINDOW
- ⑪ STOREFRONT TO MATCH VINYL
- ⑫ PUBLIC ART: METAL AMERICAN
FLAG WALL ART
- ⑬ GARAGE OPENING W/ AMETCO
"GROTTO" METAL INFILL PANEL
- ⑭ AMETCO "GROTTO" METAL PANEL
- ⑮ BUILDING ADDRESS SIGNAGE:
36" TALL, 3" DEPTH, HELVETICA OR
SIM; CAST METAL
- ⑯ BUILDING SIGNAGE:
14" TALL, 2" DEPTH, HELVETICA OR
SIM; CAST METAL

ELEVATIONS

1" = 30'-0"

10



OVERALL ELEVATION - INDEPENDENCE DRIVE

1" = 20'-0"

11



PLANNING COMMISSION
STUDY SESSION-2 : **111 INDEPENDENCE DR.**

111 INDEPENDENCE DR, MENLO PARK, CALIFORNIA

JUNE 11, 2018

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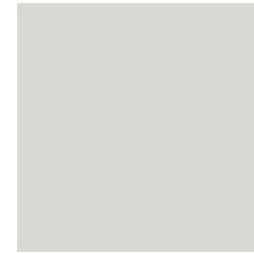
VPI VINYL WINDOWS - 'ARCHITECTURAL BRONZE' STOREFRONT & METALWORK TO MACTH 9



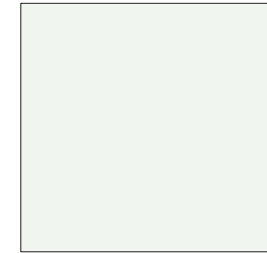
PAINT - 'BEAR CREEK' 2D



PAINT - 'CAPE MAY COBBLESTONE' 2C



PAINT - 'SHORELINE' 2B



PAINT - 'SNOW WHITE' 2A



PHENOLIC WOOD AND METAL AWNING 8



STEEL RAILING WITH AMETCO 'GROTTO' METAL PANELS 6



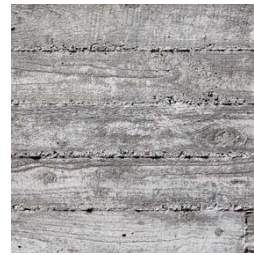
GLASS RAILING 4



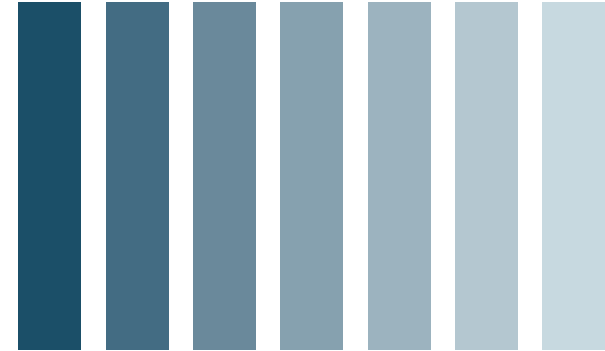
PHENOLIC WOOD PANEL PRODEMA : DARK BROWN 7



CEMENT PLASTER: SMOOTH SAND (SAMPLE FOR TEXTURE ONLY) 5



BOARD FORMED CONCRETE 3



1A PAINT - 'ENDLESS SEA'

1B PAINT - 'INKY BLUE'

1C PAINT - 'SMOKY AZURITE'

1D PAINT - 'FAVORITE JEANS'

1E PAINT - 'FADED FLAXFLOWER'

1F PAINT - 'SLEEPY HOLLOW'

1G PAINT - 'MOONMIST'

ACCENT PAINT: BLUE OMBRE 1

COLOR AND MATERIAL BOARD

12



MENLO GATEWAY BUILDING



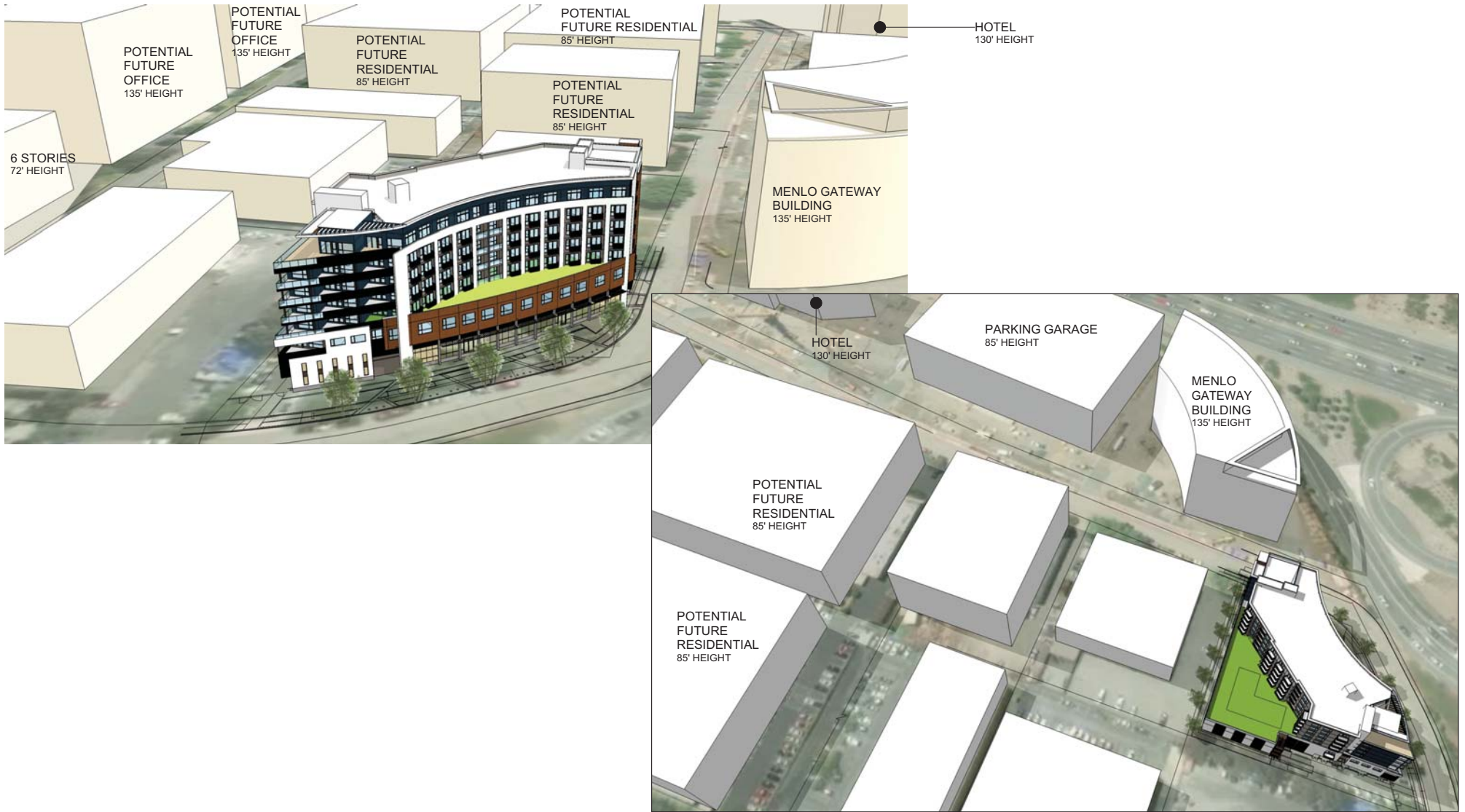
PERSPECTIVE

14



PERSPECTIVES

15



PERSPECTIVES



PERSPECTIVE

17



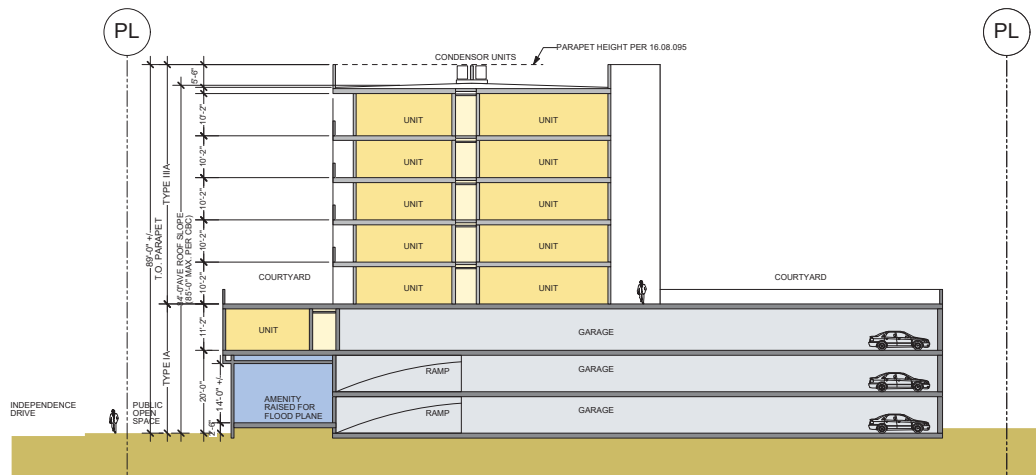
PERSPECTIVE

18

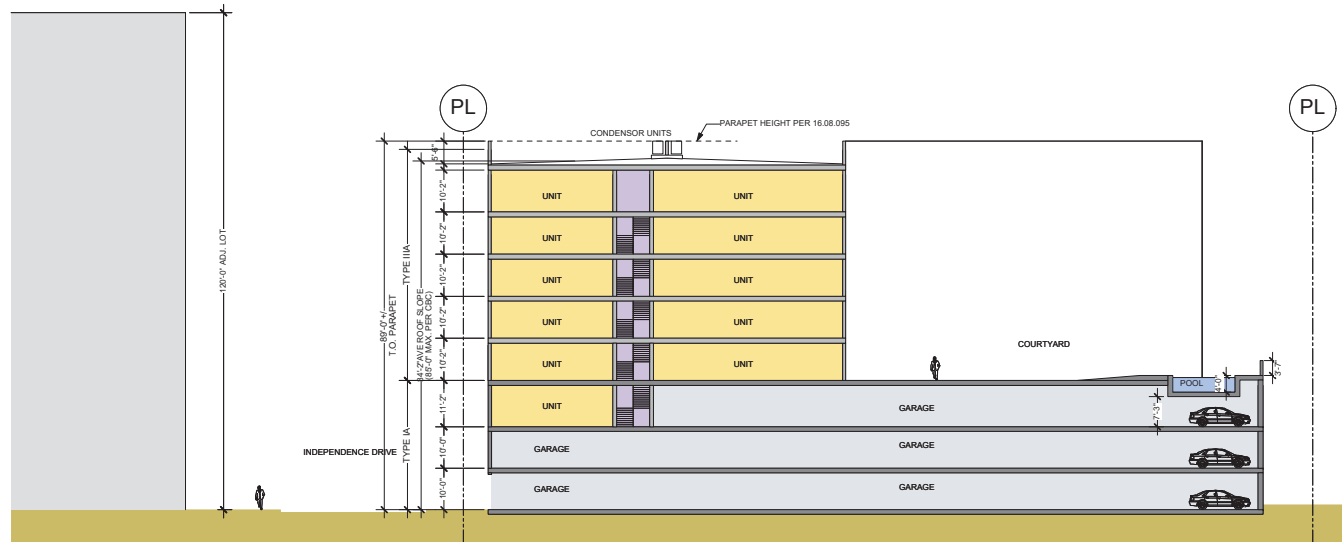


PERSPECTIVE

19

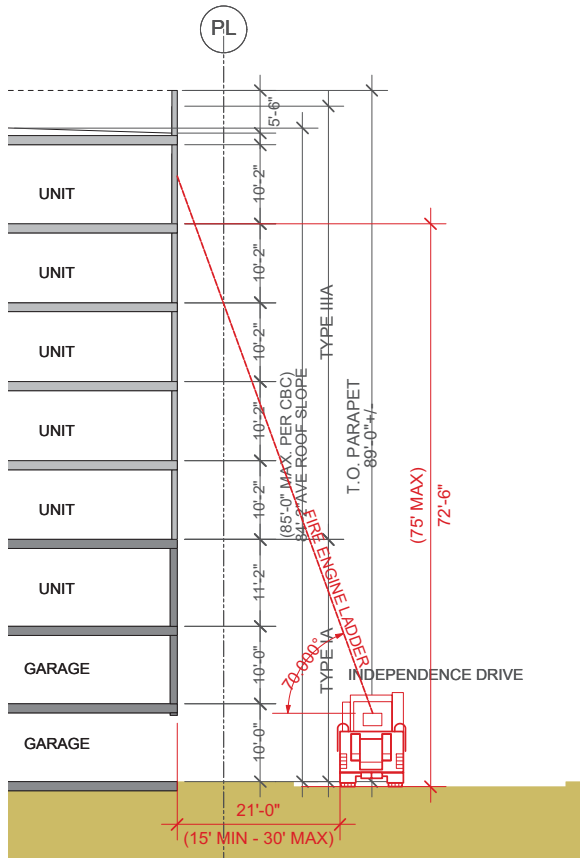


BUILDING SECTION 2

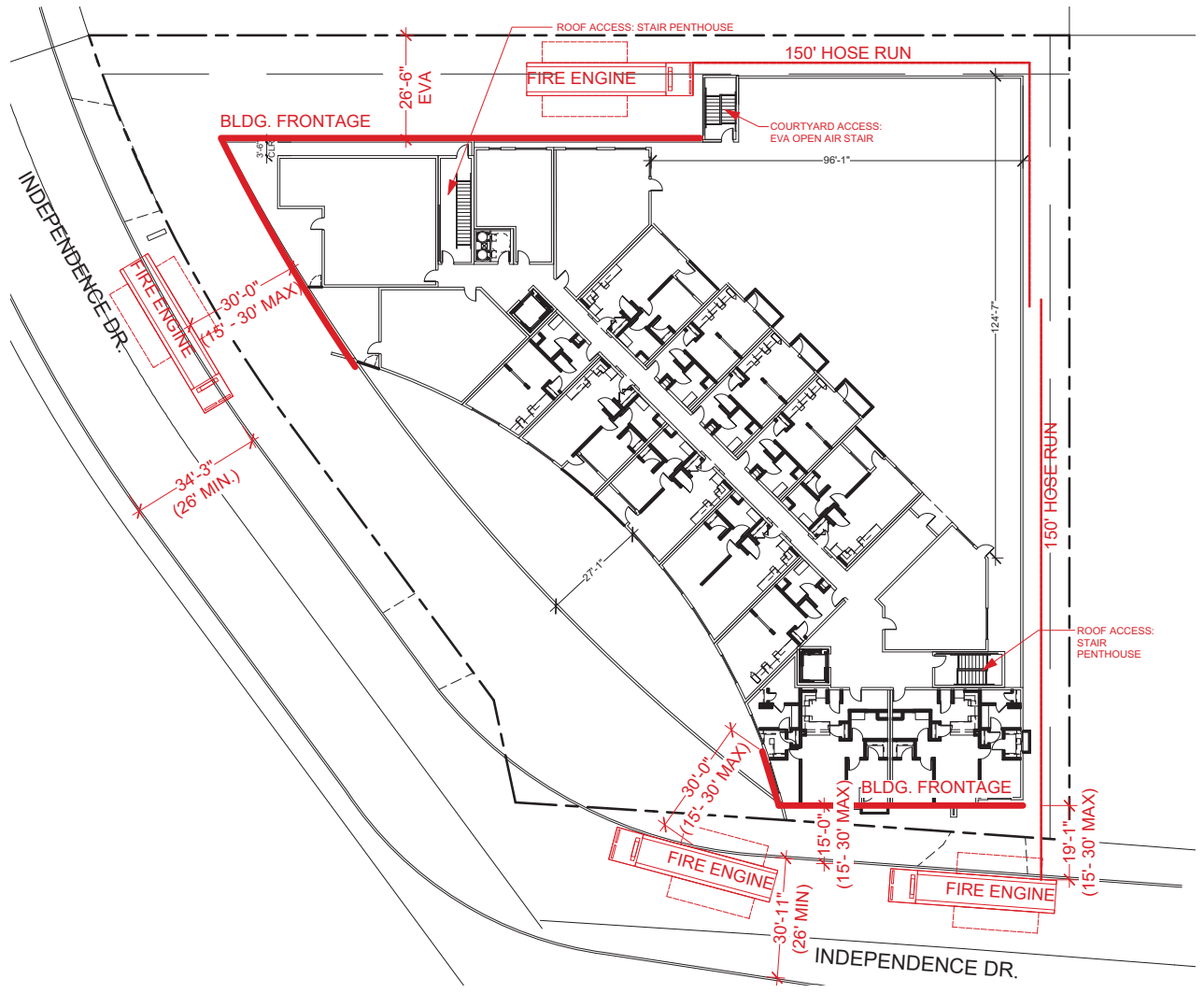


BUILDING SECTION 1

BUILDING SECTIONS 1" = 30' **20**



BUILDING SECTION 2

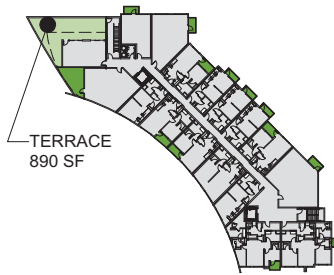


BUILDING PLAN - FLOOR 4 1

FIRE EXHIBIT 21

1" = 30'-0"

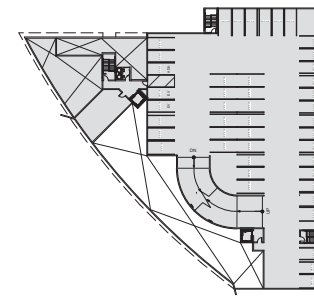
REQUIRED OPEN SPACE
25% OF LOT AREA
25% X 41,184SF = 10,296SF
PROVIDED OPEN SPACE
PUBLIC 5288 SF
COMMON 3257+7889+890= 12,036SF
PROVIDED TOTAL= 17,324 SF



FLOOR 8 PLAN 8



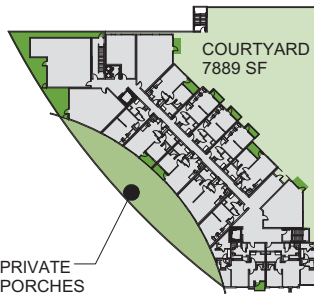
FLOOR 5 PLAN 5



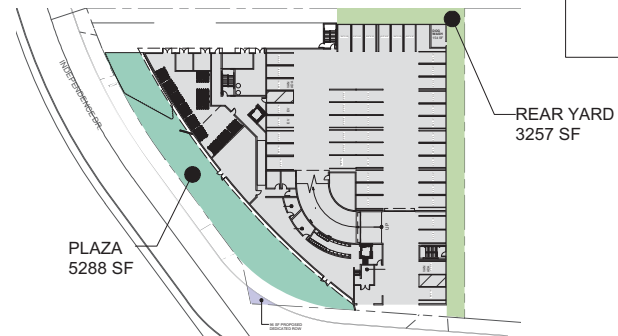
FLOOR 2 PLAN 2



FLOOR 7 PLAN 7



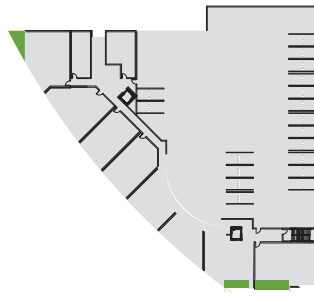
FLOOR 4 PLAN 4



FLOOR 1 PLAN 1



FLOOR 6 PLAN 6

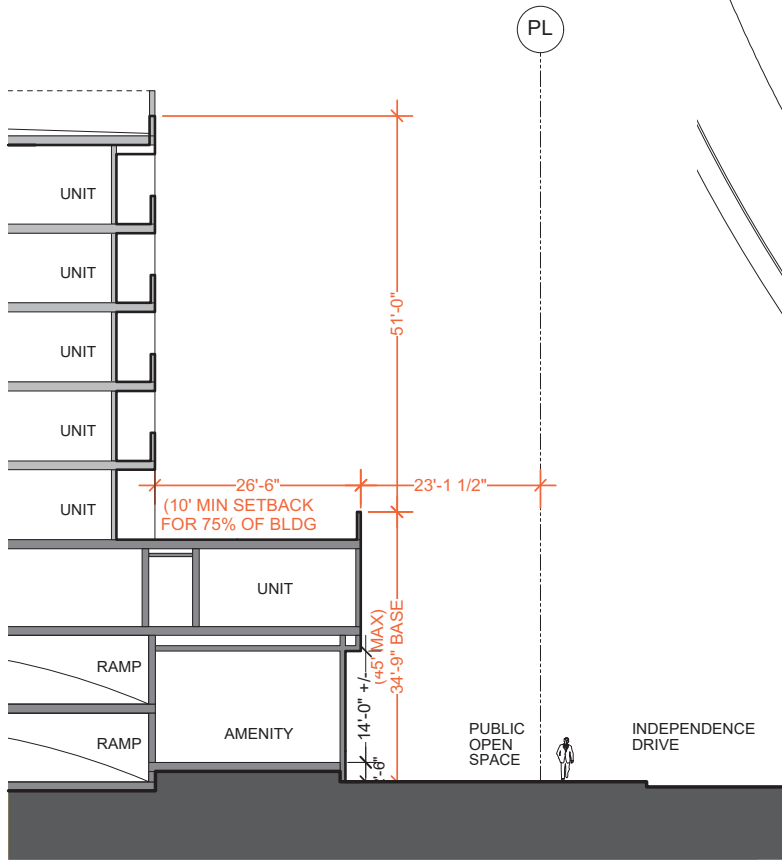


FLOOR 3 PLAN 3

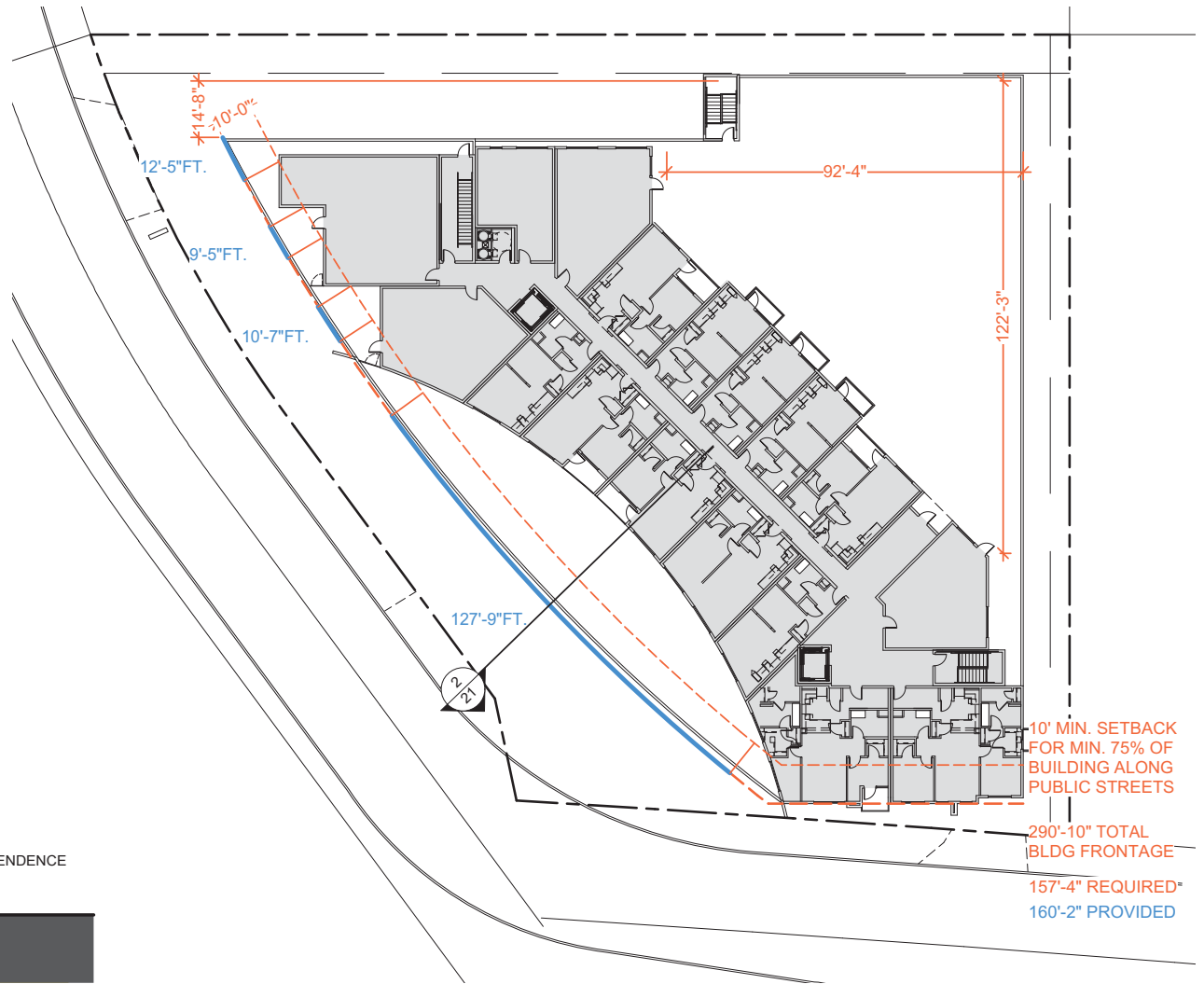
KEY:

- COMMON USABLE OPEN SPACE
- PRIVATE USABLE OPEN SPACE
- PUBLIC USABLE OPEN SPACE
- BUILDING FLOOR AREA

OPEN SPACE EXHIBIT



BUILDING SECTION 2



BUILDING PLAN - FLOOR 4 1

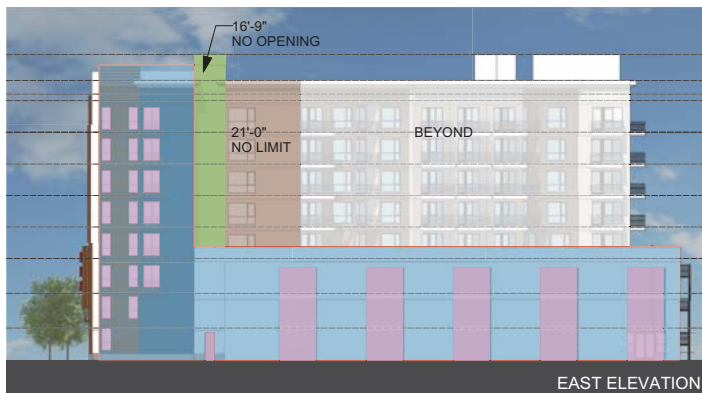
MASS & SCALE EXHIBIT

1" = 30'-0"

23



= 11'-1" FROM PL = 2,856 SF FACADE
 = UNPROTECTED OPENING = 1,021 SF FACADE
 1,021SF / 2,856SF = 35.7% UNPROTECTED OPENING
 ALLOWED = 45% = COMPLIANT



= 12'-0" FROM PL = 8,637 SF FACADE
 = UNPROTECTED OPENING = 2,302 SF FACADE
 2,302SF / 8,637SF = 26.7% UNPROTECTED OPENING
 ALLOWED = 45% = COMPLIANT

ALLOWABLE OPENINGS - CBC TABLE 705.8 2



* ROOF PENTHOUSE HEIGHTS ARE EXCLUDED
 ** HIGH PARAPETS DO NOT HAVE RAISED ROOFS

$$\begin{aligned}
 & [(1,195\text{SF} * 73') + (2,807\text{SF} * 31')] + [(12,746\text{SF} + 1,069\text{SF} + 126\text{SF}) * 85'] + (7,889\text{SF} * 31') / 25,833\text{SF} \\
 & (97,235 + 87,017 + 1,184,985 + 244,559) / 25,833 \\
 & 1,613,796 / 25833 \\
 & \text{AVERAGE BUILDING HEIGHT} = 62.47' \\
 & \text{ALLOWED AVERAGE BUILDING HEIGHT} = 62.5' \text{ (R-MU-B ZONING)}
 \end{aligned}$$

AVERAGE BUILDING HEIGHT 1

AVERAGE BUILDING HEIGHT & ALLOWABLE OPENING 1" = 30'-0" 24

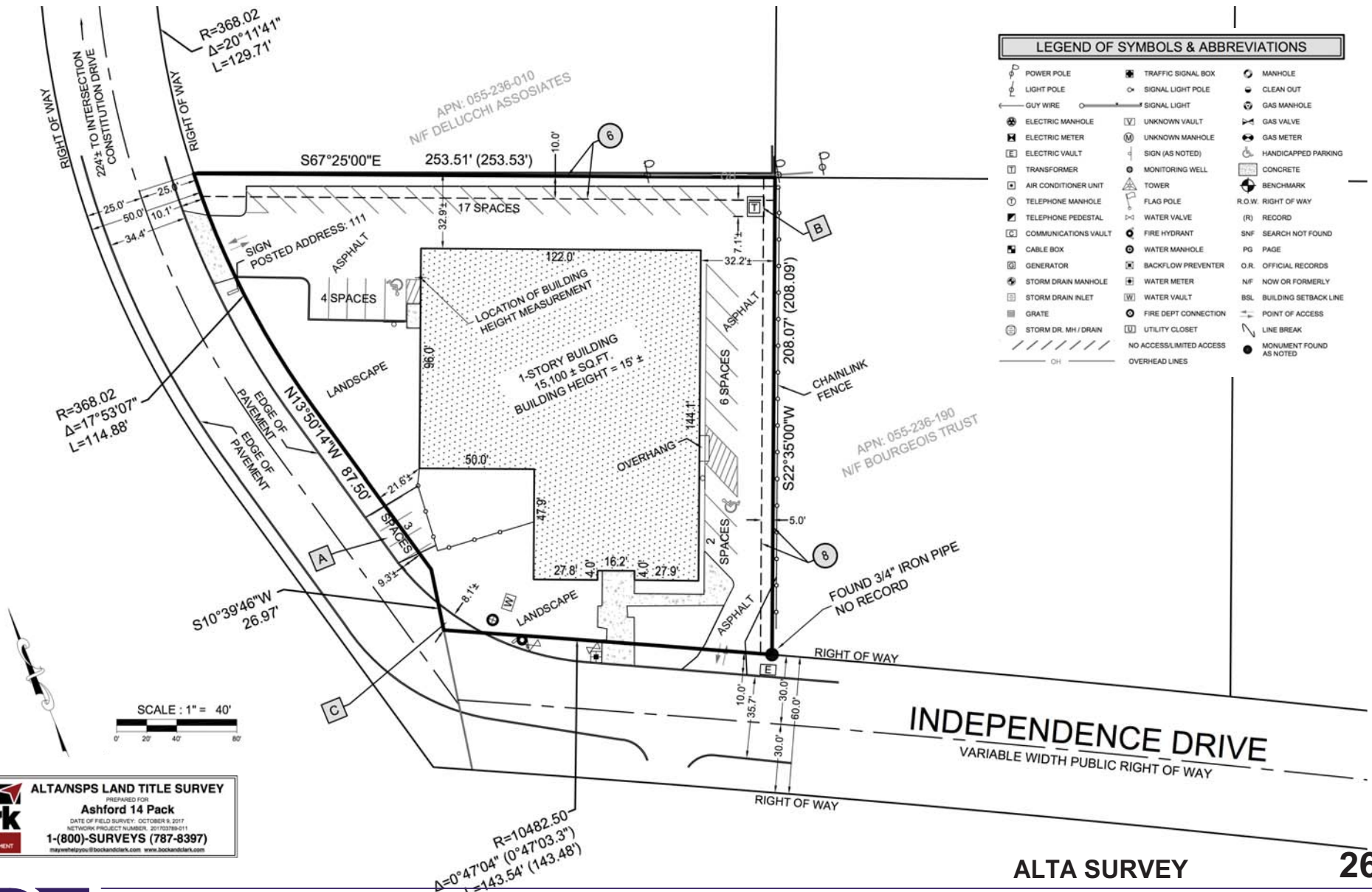


GROUND FLOOR TOTAL TRANSPARENT AREA: 2,144 SF
 GROUND FLOOR TOTAL SURFACE AREA: 3,747 SF = % TRANSPARENT = 57% TRANSPARENT



GROUND FLOOR TOTAL TRANSPARENT AREA: 478 SF
 GROUND FLOOR TOTAL SURFACE AREA: 772 SF = % TRANSPARENT = 62% TRANSPARENT

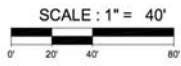
GROUND FLOOR TRANSPARENCY 1" = 30'-0" **25**



LEGEND OF SYMBOLS & ABBREVIATIONS

POWER POLE	TRAFFIC SIGNAL BOX	MANHOLE
LIGHT POLE	SIGNAL LIGHT POLE	CLEAN OUT
GUY WIRE	SIGNAL LIGHT	GAS MANHOLE
ELECTRIC MANHOLE	UNKNOWN VAULT	GAS VALVE
ELECTRIC METER	UNKNOWN MANHOLE	GAS METER
ELECTRIC VAULT	SIGN (AS NOTED)	HANDICAPPED PARKING
TRANSFORMER	MONITORING WELL	CONCRETE
AIR CONDITIONER UNIT	TOWER	BENCHMARK
TELEPHONE MANHOLE	FLAG POLE	R.O.W. RIGHT OF WAY
TELEPHONE PEDESTAL	WATER VALVE	(R) RECORD
COMMUNICATIONS VAULT	FIRE HYDRANT	SNF SEARCH NOT FOUND
CABLE BOX	WATER MANHOLE	PG PAGE
GENERATOR	BACKFLOW PREVENTER	O.R. OFFICIAL RECORDS
STORM DRAIN MANHOLE	WATER METER	N/F NOW OR FORMERLY
STORM DRAIN INLET	WATER VAULT	BSL BUILDING SETBACK LINE
GRATE	FIRE DEPT CONNECTION	POINT OF ACCESS
STORM DR. MH / DRAIN	UTILITY CLOSET	LINE BREAK
NO ACCESS/LIMITED ACCESS	OVERHEAD LINES	MONUMENT FOUND AS NOTED

Bock & Clark
 ALTA/NSPS LAND TITLE SURVEY
 PREPARED FOR
Ashford 14 Pack
 DATE OF FIELD SURVEY: OCTOBER 9, 2017
 NETWORK PROJECT NUMBER: 20170379-011
 1-(800)-SURVEYS (787-8397)
 maywehelpyou@bockandclark.com www.bockandclark.com



PLANNING COMMISSION
 STUDY SESSION-2: **111 INDEPENDENCE DR.**

ALTA SURVEY 26

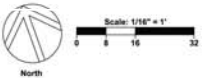
111 INDEPENDENCE DR, MENLO PARK, CALIFORNIA

JUNE 11, 2018

All drawings and written material appearing herein constitute original, and unpublished work of the architect and may not be duplicated, used or disclosed without the written consent of the architect.



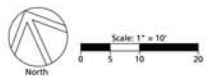
For Detailed, Labeled Plans, see sheets L.2-L.4





LEGEND:

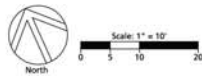
- 1 EVA DRIVEWAY: ACCENT VEHICULAR AND PEDESTRIAN PAVING, VEHICULAR AND PEDESTRIAN ACCENT GATES.
- 2 BASKETBALL HALF COURT.
- 3 BOCCE BALL COURT AND SITTING AREAS.
- 4 PERIMETER FENCE.
- 5 DOG RUN W/ DOG WASH STATION ACCESS.
- 6 STORMWATER TREATMENT.
- 7 5' WIDE CITY SIDEWALK.
- 8 5' WIDE CITY PLANTING STRIP WITH STREET TREES.
- 9 SLOPED ACCESS WALK TO FITNESS.
- 10 MAIN PLAZA: PEDESTRIAN PAVING WITH 2' WIDE BANDS, RAISED WOOD SEATING (2 LEVELS: 18" AND 36" HIGH), MOVEABLE WOOD SEATS (18" HIGH) W/ TRACKS, RAISED DECK/STAGE (18" HIGH) WITH SCULPTURE;
- 11 TERRACED PLANTING WITH ACCENT METAL WALLS (48" HIGH) AND PLAZA LIGHTING.
- 12 UPPER PLAZA: SEATING AREA WITH TABLES AND CHAIRS (RAISED AT 30").
- 13 ENTRANCE: ACCENT PEDESTRIAN PAVING, ACCENT METAL WALL WITH PROJECT SIGNAGE.





LEGEND:

- 1 PRIVATE PATIO
- 2 RAISED PLANER WALL W/ ACCENT PLANTING.
- 3 LOW FENCE W/ MAINTENANCE GATE.
- 4 DINING PLAZA: BAR AND BBQ COUNTERS, DINING TABLES UNDER ACCENT SHADE STRUCTURE; TV WALL; ACCENT PAVING W/ WOOD PAVING BANDS.
- 5 LOUNGE PLAZA: DOUBLE-SIDED FIREPLACE WALL, LOUNGE SEATING, ACCENT PLANTER POTS.
- 6 POOL DECK: POOL AND SPA AT BLDG EDGE W/ GLASS GUARDRAIL / FENCE W/ ACCESS GATES, CHAISE LOUNGERS AND CABANAS, LOUNGE ARMCHAIRS AT FIREPLACE WALL.





LEGEND:

- 1 MOVIE WALL.
- 2 WOOD DECK W/ TABLES AND CHAIRS AND STRING LIGHT CANOPY.
- 3 LOUNGE AREA W/ FIRE PIT, LOUNGE FURNITURE, GLASS ARCH. RAILING FOR OPEN VIEWS



PLAZA



COURTYARD



8TH FLOOR



RESOLUTION NO. 6360

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK APPROVING THE COMMUNITY AMENITIES LIST DEVELOPED THROUGH THE CONNECTMENLO PROCESS

WHEREAS, the City of Menlo Park recently updated the Housing, Open Space and Conservation, and Safety Elements of the General Plan; and

WHEREAS, the Land Use and Circulation Elements of the General Plan have not been updated since 1994 and the City desires to complete the next phase in its update of the General Plan; and

WHEREAS, in December 2014, the City Council adopted the guiding principles for the ConnectMenlo General Plan Update, which were crafted through a rigorous community outreach and engagement process; and

WHEREAS, subsequent to the adoption of the guiding principles, the City embarked on a multi-year process to update the Land Use and Circulation Elements of the General Plan known as ConnectMenlo; and

WHEREAS, the ConnectMenlo General Plan and M-2 Zoning Update included over 60 organized events including workshops and open houses, mobile tours of the City of Menlo Park and nearby communities, informational symposia, stakeholder interviews, focus groups, recommendations by a General Plan Advisory Committee composed of City commissioners, elected officials, and community members, and consideration by the Planning Commission and City Council at public meetings; and

WHEREAS, the Land Use Element includes a policy and program for bonus level development in exchange for the provision of community amenities; and

WHEREAS, the O (Office), L-S (Life Sciences), and R-MU (Residential, Mixed Use) districts also allow the potential for bonus level development within specific areas defined by the zoning map where denoted by B (Bonus), in exchange for sufficient community amenities provided by the developer; and

WHEREAS, bonus level development allows a project to develop at a greater level of intensity with an increased floor area ratio, density, and/or increased height. There is a reasonable relationship between the increased density and/or intensity of development and the increased effects on the surrounding community. The required community amenities are intended to address identified community needs that result from the effect of the increased development intensity on the surrounding community. The value of the community amenities is a generally applicable legislatively imposed formula; and

WHEREAS, the City developed the Community Amenities List, attached hereto as Exhibit A, through an extensive public outreach and input process that included community members, including residents, property owners, and key stakeholders through outreach meetings, public meetings, GPAC meetings, and public hearings; and

WHEREAS, the Community Amenities List reflects the community's priority of benefits within the M-2 Area as identified through the community outreach and engagement process; and

WHEREAS, the City Council may amend the Community Amenities List from time to time by resolution to reflect potential changes in the community's priorities and desired amenities; and

WHEREAS, all required public notices and public hearings were duly given and held according to law; and

WHEREAS, an Environmental Impact Report was prepared for the project, which includes the bonus development potential and certified by the City Council on November 1, 2016, in accordance with the provisions of the California Environmental Quality Act and CEQA Guidelines. Findings and a statement of overriding considerations were adopted by the City Council on November 1, 2016 by Resolution No.; and

WHEREAS, after notice having been lawfully given, a public hearing was scheduled and held before the Planning Commission of the City of Menlo Park on October 19, 2016 and October 24, 2016 whereat all persons interested therein might appear and be heard; and

WHEREAS, the Planning Commission of the City of Menlo Park having fully reviewed, considered and evaluated all the testimony and evidence submitted in this matter voted affirmatively to recommend to the City Council of the City of Menlo Park to approve the Community Amenities List; and

WHEREAS, after notice having been lawfully given, a public hearing was scheduled and held before the City Council of the City of Menlo Park on November 15, 2016 and November 29, 2016 whereat all persons interested therein might appear and be heard; and

WHEREAS, the City Council of the City of Menlo Park having fully reviewed, considered and evaluated all the testimony and evidence submitted in this matter voted affirmatively to approve the Community Amenities List; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Menlo Park hereby approves the Community amenities List, attached hereto as Exhibit A, incorporated herein by this reference.

I, Pamela Aguilar, City Clerk of Menlo Park, do hereby certify that the above and foregoing Council Resolution was duly and regularly passed and adopted at a meeting by said Council on the 29th day of November, 2016, by the following votes:

AYES: Carlton, Cline, Keith, Mueller, Ohtaki

NOES: None

ABSENT: None

ABSTAIN: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 29th day of November, 2016.



Pamela Aguilar, CMC
City Clerk

COMMUNITY AMENITY SURVEY RANKINGS

The following is a table of the community amenities that have been requested during the planning process; the categories and the amenities within each category are listed in order of how they were ranked by respondents at a community workshop on March 12, 2015 and in a survey that followed.

MARCH 12 WORKSHOP RANKING	ONLINE - REGISTERED RESPONDENTS	ONLINE - UNREGISTERED RESPONDENTS	PAPER - COLLECTED IN BELLE HAVEN	PAPER - MAILED IN	TOTAL SURVEYS COMBINED
22 RESPONSES	53 RESPONSES	26 RESPONSES	55 RESPONSES	60 RESPONSES	194 SURVEY RESPONSES
Transit and Transportation Improvements	Transit and Transportation Improvements	Transit and Transportation Improvements	Transit and Transportation Improvements	Transit and Transportation Improvements	Transit and Transportation Improvements
Sidewalks, lighting, and landscaping	Sidewalks, lighting, and landscaping	Sidewalks, lighting, and landscaping	Traffic-calming on neighborhood streets	Sidewalks, lighting, and landscaping	Sidewalks, lighting, and landscaping
Bike trails, paths or lanes	Bike trails, paths or lanes	Traffic-calming on neighborhood streets	Sidewalks, lighting, and landscaping	Traffic-calming on neighborhood streets	Traffic-calming on neighborhood streets
Dumbarton Rail	Traffic-calming on neighborhood streets	Bike trails, paths or lanes	Dumbarton Rail	Dumbarton Rail	Bike trails, paths or lanes
Traffic-calming on neighborhood streets	Dumbarton Rail	Dumbarton Rail	Innovative transportation solutions (i.e. personal rapid transit)	Bike trails, paths or lanes	Dumbarton Rail
Bus service and amenities	Bus service and amenities	Bus service and amenities	Bike trails, paths or lanes	Bus service and amenities	Innovative transportation solutions (i.e. personal rapid transit)
Innovative transportation solutions (i.e. personal rapid transit)	Innovative transportation solutions (i.e. personal rapid transit)	Innovative transportation solutions (i.e. personal rapid transit)	Bus service and amenities	Innovative transportation solutions (i.e. personal rapid transit)	Bus service and amenities
Community-serving Retail	Community-serving Retail	Community-serving Retail	Community-serving Retail	Community-serving Retail	Community-serving Retail
Grocery store	Grocery store	Grocery store	Grocery store	Grocery store	Grocery store
Restaurants	Restaurants	Pharmacy	Pharmacy	Pharmacy	Restaurants
Pharmacy	Pharmacy	Restaurants	Restaurants	Restaurants	Pharmacy
Bank/ATM	Bank/ATM	Bank/ATM	Bank/ATM	Bank/ATM	Bank/ATM
Jobs and Training at M-2 Area Companies	Jobs and Training at M-2 Area Companies	Jobs and Training at M-2 Area Companies	Jobs and Training at M-2 Area Companies	Jobs and Training at M-2 Area Companies	Jobs and Training at M-2 Area Companies
Job opportunities for residents	Education and enrichment programs for young adults	Job opportunities for residents	Job opportunities for residents	Job opportunities for residents	Job opportunities for residents
Education and enrichment programs for young adults	Job opportunities for residents	Education and enrichment programs for young adults	Education and enrichment programs for young adults	Education and enrichment programs for young adults	Education and enrichment programs for young adults
Job training programs and education center	Paid internships and scholarships for young adults	Job training programs and education center	Job training programs and education center	Job training programs and education center	Job training programs and education center
Paid internships and scholarships for young adults	Job training programs and education center	Paid internships and scholarships for young adults	Paid internships and scholarships for young adults	Paid internships and scholarships for young adults	Paid internships and scholarships for young adults
Social Service Improvements	Energy, Technology, and Utilities Infrastructure	Social Service Improvements	Social Service Improvements	Social Service Improvements	Social Service Improvements
Education improvements in Belle Haven	Underground power lines	Education improvements in Belle Haven	Education improvements in Belle Haven	Education improvements in Belle Haven	Education improvements in Belle Haven
Library improvements at Belle Haven	Telecommunications investment	Library improvements at Belle Haven	Medical center	Medical center	Medical center
Medical center	Incentives for private home energy upgrades, renewable energy, and water conservation	Medical center	High-Quality Affordable Housing	Senior service improvements	Library improvements at Belle Haven
Senior service improvements	Soundwalls adjacent to Highway 101	High-Quality Affordable Housing	Library improvements at Belle Haven	Library improvements at Belle Haven	High-Quality Affordable Housing
Add restroom at Onetta Harris Community Center		Senior service improvements	Senior service improvements	High-Quality Affordable Housing	Senior service improvements
Pool House remodel in Belle Haven	Social Service Improvements	Add restroom at Onetta Harris Community Center	Add restroom at Onetta Harris Community Center	Add restroom at Onetta Harris Community Center	Add restroom at Onetta Harris Community Center
High-Quality Affordable Housing	Education improvements in Belle Haven	Pool House remodel in Belle Haven	Pool House remodel in Belle Haven	Pool House remodel in Belle Haven	Pool House remodel in Belle Haven
	Library improvements at Belle Haven				
Energy, Technology, and Utilities Infrastructure	Medical center	Energy, Technology, and Utilities Infrastructure	Energy, Technology, and Utilities Infrastructure	Energy, Technology, and Utilities Infrastructure	Energy, Technology, and Utilities Infrastructure
Underground power lines	Senior service improvements	Underground power lines	Incentives for private home energy upgrades, renewable energy, and water conservation	Underground power lines	Underground power lines
Telecommunications investment	High-Quality Affordable Housing	Telecommunications investment	Underground power lines	Incentives for private home energy upgrades, renewable energy, and water conservation	Incentives for private home energy upgrades, renewable energy, and water conservation
Incentives for private home energy upgrades, renewable energy, and water conservation	Pool House remodel in Belle Haven	Incentives for private home energy upgrades, renewable energy, and water conservation	Telecommunications investment	Telecommunications investment	Telecommunications investment
Soundwalls adjacent to Highway 101	Add restroom at Onetta Harris Community Center	Soundwalls adjacent to Highway 101	Soundwalls adjacent to Highway 101	Soundwalls adjacent to Highway 101	Soundwalls adjacent to Highway 101
Park and Open Space Improvements	Park and Open Space Improvements	Park and Open Space Improvements	Park and Open Space Improvements	Park and Open Space Improvements	Park and Open Space Improvements
Bedwell Bayfront Park improvements	Bedwell Bayfront Park improvements	Bedwell Bayfront Park improvements	Tree planting	Bedwell Bayfront Park improvements	Tree planting
Tree planting	Tree planting	Tree planting	Community garden(s)	Tree planting	Bedwell Bayfront Park improvements
Dog park	Dog park	Dog park	Dog park	Community garden(s)	Community garden(s)
Community garden(s)	Community garden(s)	Community garden(s)	Bedwell Bayfront Park improvements	Dog park	Dog park

WHERE SURVEY RESPONDENTS LIVE:

Neighborhood/City					
Belle Haven	136	Pine Forest	1	Palo Alto/ East Palo Alto	2
Central Menlo	1	West Menlo	2	Gilroy	1
Downtown	2	Willows/Willow Road	7	Linfield Oaks	1
East Menlo Park	3	Flood Park	1	Undisclosed	37
				TOTAL	194

REVIEW THE PROPOSED COMMUNITY AMENITIES



CONNECTMENLO
menlo park land use & mobility updates

The amenities described below were identified during the Belle Haven Vision Plan and during the first year of the ConnectMenlo process. They were ranked in this order in a survey in March/April, 2015. Approximate cost estimates have been added for each amenity.

Place a dot to the left of the amenities that you think are most important.

Transit and Transportation Improvements	Jobs and Training at M-2 Area Companies	Social Service Improvements
A. Sidewalks, lighting, and landscaping – \$100 per linear foot <i>Enhance landscaping and lighting and fill gaps in sidewalk to improve the overall walkability</i>	A. Job opportunities for residents – \$10,000 in specialized training per employee <i>Local employers have a hiring preference for qualified residents</i>	A. Education improvements in Belle Haven – \$10,000 per student <i>Improvements to the quality of student education and experience in Belle Haven</i>
B. Traffic-calming on neighborhood streets – \$100,000 per block/intersection <i>Address cut-through traffic with design features</i>	B. Education and enrichment programs for young adults – \$10,000 per participant <i>Provide programs that target students and young adults to be competitive in the job market, including existing tech jobs</i>	B. Medical center – \$6 million to construct (\$300 per square foot) <i>Medical center providing health care services and out-patient care</i>
C. Bike trails, paths or lanes – \$100,000/ mile <i>Install new bike lanes and pedestrian paths and connect them to existing facilities and BayTrail</i>	C. Job training programs and education center – \$10,000 per participant <i>Provide residents with job training programs that prepare them with job skills</i>	C. Library improvements at Belle Haven – \$300,000 <i>Expand library programs and activities, especially for children</i>
D. Dumbarton Rail– \$175 million to construct and open trolley <i>Utilize the right-of-way for new transit line between Redwood City and Menlo Park in the near term with stations and a new bike/pedestrian path</i>	D. Paid internships and scholarships for young adults – \$10,000 per participant <i>Provide internships at local companies and scholarships to local youth to become trained for tech jobs</i>	D. High-Quality Affordable Housing – \$440,000/unit less land; \$82,000 typical per-unit local gap financing needed for a tax-credit project <i>Integrate quality affordable housing units into new development</i>
E. Innovative transportation solutions (i.e. personal rapid transit) – Price Varies <i>Invest in new technology like pod cars and transit that uses separate tracks</i>		E. Senior service improvements – \$100,000 per year <i>Increase the senior services at the Senior Center to include more aides and programs</i>
F. Bus service and amenities – \$5,000 per rider seat <i>Increase the number of bus stops, bus frequency and shuttles, and bus shelters</i>		F. Add restroom at Onetta Harris Community Center – \$100,000 <i>Additional restroom at the community center</i>
	Energy, Technology, & Utilities Infrastructure	
	A. Underground power lines – \$200/foot min.; \$50,000/project <i>Remove overhead power lines and install them underground along certain roads</i>	G. Pool House remodel in Belle Haven – \$300,000 <i>Remodel pool for year-round use with new heating and changing areas</i>
	B. Incentives for private home energy upgrades, renewable energy, and water conservation – \$5,000 per home <i>Offer financial assistance or other incentives to help area residents pay for energy-efficient and water conserving home improvements</i>	Park and Open Space Improvements
Community-serving Retail	C. Telecommunications investment – \$250 per linear foot <i>Improve the area's access to wifi, broadband, and other new technologies</i>	A. Tree planting – \$10,000 per acre <i>Plant trees along streets and parks to increase tree canopy</i>
A. Grocery store – \$15 million to construct (\$200 per sq ft) plus 25% soft costs, financing, etc.; \$3.7 million for 2 years of subsidized rent <i>A full-service grocery store providing a range of goods, including fresh fruits, vegetables and meat and dairy products</i>	D. Soundwalls adjacent to Highway 101– \$300,000 (\$600/foot) <i>Construct soundwalls between Highway 101 and Kelly Park to reduce sound</i>	B. Bedwell Bayfront Park improvements – \$300,000 <i>Improve access to the park and trails within it</i>
B. Restaurants – \$1.5 million (3,000 sq ft at \$400 per sq ft plus 25% for soft costs, financing, etc.) <i>A range of dining options, from cafes to sit-down restaurants, serving residents and local employees</i>		C. Community garden(s) – \$26,000 to construct ~0.3 acres, 25 beds, 2 picnic tables <i>Expand space for community to plant their own produce and flower gardens</i>
C. Pharmacy – \$3.75 million (15,000 sq ft at \$200 per sq ft, plus 25% for soft costs, financing, etc.) <i>A full-service pharmacy that fills prescriptions and offers convenience goods</i>		D. Dog park – \$200,000 for 0.5 acre (no land cost included) <i>Provide a dedicated, enclosed place where dogs can run</i>
D. Bank/ATM – \$1.88 million (3,000 sq ft at \$500 per sq ft plus 25% for soft costs, financing, etc.) <i>A bank or credit union branch with an ATM</i>		



STAFF REPORT

Planning Commission

Meeting Date: 6/18/2018
Staff Report Number: 18-064-PC

Study Session: Amendments to the El Camino Real/Downtown Specific Plan

Recommendation

Staff recommends that the Planning Commission use the study session to consider potential amendments to the El Camino Real/Downtown Specific Plan, including possible increases to the maximum allowable development.

Policy Issues

The Specific Plan's Ongoing Review requirement was established to ensure that it is functioning as intended, as well as to consider the policy-related implications of various Plan aspects. The staff-recommended modifications described in this report are intended to support and enhance the adopted Guiding Principles and the Planning Commission may consider additional modifications and overall policy issues as part of this review.

Background

Vision Plan and Specific Plan development

Between 2007 and 2012, the City conducted an extensive long-range planning project for the El Camino Real Corridor and the Downtown area. The project started with a visioning project (Phase I: 2007-2008) to identify the core values and goals of the community and to define the structure of the second phase of planning. The Specific Plan process (Phase II: 2009-2012) was a planning process informed by review of an Environmental Impact Report (EIR) and Fiscal Impact Analysis (FIA). A key Specific Plan goal was the establishment of a comprehensive, action-oriented set of rules, which would establish much greater clarity and specificity with regard to development, both with respect to rights as well as requirements.

In June 2012, the City Council unanimously approved the El Camino Real/Downtown Specific Plan and related actions, following a unanimous recommendation for approval from the Planning Commission. The Specific Plan contains extensive standards, guidelines, and illustrations for development. Full information on the Vision and Specific Plan projects (including staff reports, meeting video, environmental and fiscal review documents, analysis memos, and workshop presentations and summaries) is available on the City's web site at: menlopark.org/specificplan.

Initial Review (2013)

The initial implementation of the Ongoing Review requirement occurred in 2013, one year after the

Specific Plan's adoption, at which point the Planning Commission and City Council received public input, discussed a wide range of options, and directed that staff prepare formal amendments for the following topics:

- Revise text to clarify that implementation of the "Burgess Park Linkage/Open Space Plaza" public space improvement is not dependent on the High Speed Rail project;
- Eliminate "Platinum LEED Certified Buildings" as a suggested Public Benefit Bonus element; and
- For new medical/dental office uses on El Camino Real, establish an absolute maximum of 33,333 square feet per development project.

Following that direction in late 2013, the formal revisions were presented and approved in October 2014, and are currently in effect.

The second Biennial Review occurred in 2015, as discussed later in this report.

Analysis

Maximum Allowable Development and recent/current development proposals

The Specific Plan establishes a maximum allowable net new development cap, which was intended to reflect likely development over the Specific Plan's intended 20-30-year timeframe. Development in excess of these thresholds requires amending the Specific Plan and conducting additional environmental review. Specifically, the approved Specific Plan states the following as part of Chapter G ("Implementation"):

Maximum Allowable Development

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.*

The Specific Plan divides the maximum allowable development between residential and non-residential uses as shown, recognizing the particular impacts from residential development (e.g., on schools and parks) while otherwise allowing market forces to determine the final combination of development types over time.

The Planning Division shall at all times maintain a publicly available record of:

- *The total amount of allowable residential units and non-residential square footage under the Specific Plan, as provided above;*
- *The total number of residential units and non-residential square footage for which entitlements and building permits have been granted;*
- *The total number of residential units and non-residential square footage removed due to building demolition; and*
- *The total allowable number of residential units and non-residential square footage remaining available.*

The Planning Division shall provide the Planning Commission and City Council with yearly informational updates of this record. After the granting of entitlements or building permits for 80 percent or more of

either the maximum residential units or maximum non-residential square footage, the Community Development Director will report to the City Council. The Council would then consider whether it wished to consider amending the Plan and completing the required environmental review, or the Council could choose to make no changes in the Plan. Any development proposal that would result in either more residences or more commercial development than permitted by the Specific Plan would be required to apply for an amendment to the Specific Plan and complete the necessary environmental review.

The project summary table included as Attachment A represents a summary of applications with square footage implications that have been submitted since the Specific Plan became effective. The table does not include applications that only affect the exterior aesthetics of an existing structure. Staff is aware of other potential in-fill development proposals throughout the Specific Plan area but has not received project applications for these proposals so they are not included in the table.

The Specific Plan area has also benefitted from the redevelopment of existing structures. The Marriott Residence Inn (555 Glenwood Avenue), the Hotel Lucent (727 El Camino Real), renovation and small expansion of a commercial building at 889 Santa Cruz Avenue, and renovation of an existing commercial development at 1149 Chestnut Street have all completed construction. Construction is in progress for the following approved projects:

- 612 College Avenue (four new residential units)
- 1295 El Camino Real (new mixed-use residential and commercial development)
- 1020 Alma Street (new office building)
- 1400 El Camino Real (new 61-room boutique hotel)
- 650 Live Oak Avenue (new office-residential development)
- 133 Encinal Avenue (new townhome style development)
- Station 1300 (new mixed-use office, residential, and retail development)
- 1275 El Camino Real (new mixed-use development)

Additionally, the following projects have obtained discretionary approvals but have not yet started construction:

- Middle Plaza at 500 El Camino Real (new mixed-use office, residential and retail development)
- 1540 El Camino Real (new mixed-use office and residential development)
- 1125 Merrill Street (new mixed-use office and residential development)
- 506 Santa Cruz Avenue (new mixed-use retail, office and residential development)
- 556 Santa Cruz Avenue (new mixed-use retail, office and residential development)
- 949 El Camino Real (Guild Theater renovation and expansion) [project includes Specific Plan amendments and EIR addendum]

Four applications are pending for new mixed-use developments. A proposal for a new mixed-use commercial and residential development at 201 El Camino Real is proposed at the Public Benefit Bonus level. The remaining three pending projects are proposed at the Base density level:

- 840 Menlo Avenue (new mixed-use office and residential development) [approved by Planning Commission but appealed to the City Council, pending for July 17, 2018]
- 706 Santa Cruz Avenue (new mixed-use retail, office and residential development)
- 115 El Camino Real (new mixed-use commercial and residential development)

The only other pending application that includes the addition of square footage is for a proposed Hampton Inn at 1704 El Camino Real, which is proposed at the Public Benefit Bonus level. At the March 12, 2018 Study Session for this project, the Planning Commission generally indicated TOT (Transient Occupancy Tax) revenue is sufficient for the public benefit and provided design comments.

The following chart shows the total net new residential units and non-residential square footages that have either approved or pending entitlements and/or issued building permit:

Table 1 Development Totals as of June 2018		
	Net New Res. Units	Net New Non-Res. SF
Total Entitlements Approved *	486	389,400
<i>Percentage of Specific Plan Maximum Allowable Development</i>	71%	82%
Total Entitlements Proposed	19	55,882
<i>Percentage of Specific Plan Maximum Allowable Development</i>	3%	12%
Total Entitlements Approved and Proposed	505	445,282
<i>Percentage of Specific Plan Maximum Allowable Development</i>	74%	94%
Specific Plan Maximum Allowable Development	680	474,000

* Of the total entitlements approved, 434 new net residential units (64% of the maximum allowed development) and 359,064 square feet of net new non-residential square footage (74% of the maximum allowed development) either has issued building permits, or in the case of 500 El Camino Real, an approved development agreement.

Any increase to the residential or commercial development maximums would require environmental review. Although the type of environmental review would be dependent on how the development caps are modified, the environmental review would likely take at least a year.

2015 Biennial Review

On October 6, 2015, Staff presented the Biennial Review for the El Camino Real/Downtown Specific Plan to City Council. Several members of the public spoke and voiced concerns over downtown parking and housing primarily, as well as the jobs-housing-use balance, and retail and funding mechanisms. The item was continued for further discussion. (The Biennial Review was also presented to the Planning Commission on August 3, 2015.)

On November 17, 2015, the City Council continued discussion of the Biennial Review, and Council gave general direction for Staff to pursue the short-term and long-term changes to the Specific Plan outlined in Table 3 below. (The November 17, 2015 staff report provides more detailed descriptions of the proposed changes.)

**Table 2:
Specific Plan Changes and Next Steps**

SHORT-TERM changes by CITY		Status
Public Amenity Fund	Create a Public Amenity Fund for public benefit bonus financial contributions. Monies would go towards Specific Plan transportation-related projects.	Fund Creation Completed: Additional contributions and use considered on an on-going basis
SHORT-TERM changes needing text/graphic edits only		Status
Rear Setback	Clarify that rear setbacks apply to Specific Plan area boundary.	Preliminary Work Started
Maximum Setbacks	Allow variances to exceed 50% for districts with maximum front and side setbacks.	Work not Started
Sidewalks	Provide sidewalk standards for streets where no such standards exist.	Preliminary Work Started
Affordable Housing Overlay	Add Affordable Housing Overlay citation in Specific Plan text to reflect existing ordinance that already applies. Allows additional density for affordable housing projects up to public benefit bonus level without the need to prepare an economic analysis and Public Benefit Bonus (PBB) study session.	Work not Started
Hotel Incentives (Allow at Public Benefit Bonus FAR)	Allow hotel uses at the Public Benefit Bonus level without the need to prepare an economic analysis and PBB study session.	Work not Started
Transportation Demand Management (TDM) Programs	Formalize the City's TDM program criteria.	City-Wide Planning Started
Electric Vehicle Recharging Stations	Incorporate EV charging station requirements in commercial developments.	City-Wide Update in Progress
Hotel Parking Rate	Clarify that hotel parking rate would be a range (likely between 0.8 to 1.25 spaces per room) determined through case-by-case review.	Preliminary Work Started
Maximum Sign Area for Larger Parcels	Allow more sign area for larger developments.	Preliminary Work Started
SHORT-TERM changes needing text/graphic edits and potentially research/analysis by CONSULTANT		
Personal Improvement Services Parking Rate	Establish a parking rate for personal improvement service uses, and eliminate the need for case-by-case review.	Preliminary Work Started
Parking Rate Changes in Station Area and Station Area Sphere of Influence	Reduce parking rate based on proximity to Caltrain station.	Preliminary Work Started

LONG-TERM changes needing policy decisions by CITY and research/analysis by CONSULTANT		Status
Hotel Incentives (General)	Explore potential incentives for hotel uses.	Work not Started
Infrastructure Project List, Outreach	Compile a list of public benefit infrastructure projects, including fiscal modeling, costs, and funding mechanisms.	Work not Started
Encourage Housing (esp. Affordable Housing)	Explore incentives for creating more affordable housing.	Work not Started (but part of Housing Commission Policy Recommendations)
Parking In Lieu Fees, Parking Reduction	Explore parking in lieu fees to reduce parking requirements, including potentially establishing a Transportation Management Association (TMA).	City-Wide Planning Started
Preserve Small Businesses and Retail Uses	Explore protections and incentives for retaining small businesses and retail uses.	Work not Started

Due to a large number of individual development projects as well as ongoing staff vacancies, many of the tasks have not been completed. As noted in the table above, a Public Amenity Fund has been created, with a current balance of \$1,236,678 (the bulk of which consists of the first half of the Station 1300 public benefit bonus payment). This fund will be used for infrastructure and public space improvements in the Plan area.

Staff, with help from consultants, has done some work related to updating the development standards for setbacks, sidewalks, signage, and parking rates. The short-term items that have not been started are text edits that may not require intensive work. In addition, City-wide planning has started on formalizing requirements for TDM programs, including potentially establishing a Transportation Management Association, and updating the requirements for Electric Vehicle charging stations. The Planning Commission may wish to consider whether all of the tasks continue to be important to pursue. Staff believes the short-term items should be pursued, especially since many require text changes that would most efficiently be done as part of one update.

One change that may not be able to be deferred is increasing the maximum sign area allowed for larger parcels. During review of the 500 El Camino Real (“Middle Plaza”) and 1300 El Camino Real (“Station 1300”) proposals, staff determined that revisions to add flexibility regarding sign area may be necessary. For reference, the Zoning Ordinance limits commercial sign area based on lot frontage, with signage maxing out at 100 square feet for a parcel with lot frontage of 80 feet or more. The Middle Plaza and Station 1300 proposals both involve the mergers of multiple parcels to create comprehensive redevelopments with lot frontages of multiple hundreds of feet, for which 100 square feet of sign area is likely insufficient.

Other tasks, such as hotel incentives, especially the proposed short term change of allowing hotels at the public benefit bonus level FAR (floor area ratio) without the need for a fiscal analysis, may be less urgent, although it should be noted that allowing hotels at the public benefit bonus level FAR would only require a text edit. The only currently pending hotel proposal, located at 1704 El Camino Real, is proposed at the

bonus level FAR; however, the applicants submitted a third party fiscal analysis as part of their March 12, 2018 Planning Commission study session, at which the Planning Commission indicated the TOT revenue the city would receive from the hotel is sufficient as a public benefit to allow development at the public benefit bonus level.

Housing and Economic Development staff have continued working on a possible downtown parking structure(s), which was a long-term task but has been removed from this list as it is now on the City Council Work Plan project priority list. Staff will work with the City Council on this proposed structure and if it will contain other land uses in addition to parking, which would necessitate a Specific Plan Amendment. However, the other long-term tasks that are not part of City-wide efforts, including general hotel incentives, the infrastructure project list, encouraging affordable housing, and preserving small businesses and retail uses, need more definition, and if the City Council and advisory commissions would like staff to pursue these, more specific direction would be needed.

December 2017 City Council Meeting

On December 5, 2017, Staff presented an information item to the City Council on the Specific Plan Maximum Allowable Development. The City Council discussed the next steps to be addressed by Staff in the Biennial update and provided additional feedback on possible amendments to the Specific Plan, including additional entertainment uses, possibly combined with a mixed-use parking structure, possible increases to height limits, and possible increases to the number of residential units in the Specific Plan area, especially in the vicinity of the train station and other transit.

2018 Biennial Review

On April 17, 2018, Staff presented the Biennial Review for the El Camino Real/Downtown Specific Plan to City Council. Several members of the public spoke and expressed an interest in applying the sustainability standards that are applied to the new zoning districts as part of the General Plan update, increasing residential unit density, and increasing electric vehicle (EV) charging requirements in the Specific Plan. Additionally, concerns were expressed by community members regarding public benefits, especially related to improvements to bicycle and pedestrian infrastructure.

The City Council directed staff to bring the possible amendments to the Planning Commission, Environmental Quality Commission, Complete Streets Commission and Housing Commission for their review prior to returning to the City Council for discussion on larger policy issues such as the development caps. Staff will present the possible amendments at the Housing Commission meeting on July 11. In addition, a verbal update was provided to the Environmental Quality Commission at their meeting on May 16 and will be provided to the Complete Streets Commission at their meeting on June 13, encouraging these Commissioners to provide individual input at the Planning Commission meeting, if desired. The Council also directed staff to include the local school districts and the Fire District in discussions on the possible amendments. Several Council members also noted that the Transportation Master Plan (TMP) should be completed prior to making decisions on the Specific Plan. Additional comments were made by Council Members on the following topics:

Entertainment use and parking structures

Several Council Members expressed a continuing desire for a dedicated entertainment use in the Specific

Plan area, possibly combined with a mixed-use parking structure. In response to inquiries about the ownership of the public parking plazas, the Contract City Attorney has indicated that the City owns the parking plazas and can develop them with parking structures, but other non-parking uses, including an entertainment use, would not be permitted under the current Specific Plan. (Due to a conflict of interest with the City Attorney, who leases property within the Plan area, the City has contracted with a Contract City Attorney). It should be noted that the Specific Plan currently allows for up to two parking structures, which would not require an amendment to the Plan. Combining a parking structure with other uses would require Specific Plan amendments, and the Contract City Attorney is in the process of further researching this option. However, construction of a parking structure may not occur for some time, as funding would need to be determined and parking related studies would likely be needed.

Heights and Floor Area Ratio in the Plan Area

Several Council Members expressed a desire to increase height limits, especially along Santa Cruz Avenue, to encourage development. One Council Member also noted the calculation of gross floor area for the purpose of determining a parcel's floor area ratio (FAR) should be reviewed.

It should be noted that the height limits currently in the Plan resulted from public input throughout the process of creating the Plan. Regarding Downtown and Santa Cruz Avenue, the first goal of the Vision Plan was to retain a village character, especially in the downtown area. Additionally, the Plan states on page C16, "The concept for downtown emphasizes the existing small-town character, ensuring...smaller-scale buildings complementary to the existing character of the area." It should also be noted that several projects have recently been approved in the downtown area, including 506 Santa Cruz Avenue, 556 Santa Cruz Avenue, and 1125 Merrill Street, and one project is pending at 706 Santa Cruz Avenue, all with proposals that conform to the current height limitations.

Housing

The City Council stated an interest in increasing the number of residential units in the Specific Plan area, including Below Market Rate (BMR) units. One Council Member also noted a need for additional senior housing. Options that could be considered to increase residential housing supply include removing density limits, reducing or removing parking requirements, providing additional affordable housing incentives as well as allowing a certain level of residential density through an administrative, rather than a discretionary review process.

Sustainability Standards

Several Council Members noted sustainability standards should be increased in the Specific Plan, with the possible adoption and modification of the General Plan sustainability standards for the M-2 area, and an increase in the required number of electric vehicle chargers.

Retail

Two Council Members also expressed a desire to foster additional retail development, possibly with help from City funds.

Next Steps

As noted in the Council's Goal Setting and Priorities, implementing the Specific Plan review and

amendments is a priority. As discussed further under the Environmental Review and Impact to City Resources sections of this report, potential changes to the Specific Plan would require consideration under CEQA, and staff believes the work required for the Specific Plan modifications, including the environmental review required for an increase in the development caps, would require additional contract services that have been requested in the proposed 2018-2019 fiscal year budget and affect the Planning Division's ability to process other projects and plans.

If the Plan was not amended and the development maximums were reached, possibly within the next few years, then future development proposals would need to apply for individual increases to the development caps. However; it should be noted that the Specific Plan recognized the strong redevelopment potential for the 500 El Camino Real site, which took up a large percentage of the development maximums, in addition to the 1300 El Camino project. Future projects will likely be smaller in scale.

Staff asks the Planning Commission for input on the possible amendments to the Specific Plan, which could be developed into a scope of work to be presented at a future hearing.

Correspondence

Staff has not received any correspondence as of the writing of this report.

Environmental Review

Specific Plan Program EIR

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). The Final EIR was certified along with the final Plan approvals in June 2012.

Project-Level Review under the Specific Plan

As specified in the Specific Plan EIR and the CEQA Guidelines, program EIRs provide the initial framework for review of discrete projects. Aside from smaller projects that are categorically exempt from CEQA and require no further analysis, most new proposals are required to be analyzed with regard to whether they would have impacts not examined in the program EIR. This typically takes the form of a checklist that analyzes the project in relation to each environmental category in appropriate detail. Depending on the results of such analysis, the City could determine that the program EIR adequately considered the project, or the City could determine that additional environmental review is required.

Regardless of the CEQA review process, all projects must incorporate feasible mitigation measures included in the Specific Plan EIR's Mitigation Monitoring Program.

CEQA Requirements for Potential Changes to the Specific Plan

As noted earlier, potential changes to the Specific Plan would require consideration under CEQA, although this may vary based on the nature and extent of the changes. Based on the experience with the 2014 changes, Staff believes that the currently-recommended short-term and text revisions, not the changes to the development caps or other larger policy issues, could potentially be considered under a Negative Declaration process, as a result of their nature as enhancements to existing Plan objectives. However, this

is not certain until the required Initial Study is conducted. More substantive changes to the Specific Plan, including increases to the development caps, could require a more extensive review process, with the likely need for an EIR, which typically requires approximately a year to prepare.

Impact on City Resources

As part of the Specific Plan adoption, an El Camino Real/Downtown Specific Plan Preparation Fee was approved. This fee is charged to projects adding square footage, to recover the costs associated with the preparation of the Specific Plan. The current fee is established at \$1.13/square foot for all net new development, and \$484,778 has been collected to date. (The projected year end amount is \$500,000).

Staff believes the work required for the Specific Plan modifications, including the environmental review required for an increase in the development caps, would require additional contract services that have been requested in the proposed 2018-2019 fiscal year budget and affect the Planning Division's ability to process other projects and plans.

The preparation of the Specific Plan in 2012 required staff resources, consultant and contract attorney services, and operating costs (meeting materials, mailing costs, etc.). The total breakdown of project costs is as follows:

Table 3	
Consultant Costs:	\$1,191,390
Contract Attorney:	\$100,000
Operating Costs:	\$25,000
Staff Costs:	\$374,850
Total Costs:	\$1,691,240

Considering that an increase in the development caps, as well as the proposed changes to the plan, are a smaller project, the cost could potentially be estimated at about a fourth of the Specific Plan cost, or approximately \$425,000. However, this represents a rough estimate for the purposes of discussion, and staff would need to return with a more formal cost projection once the overall scope of work is determined. This would also not include potential costs related to plan amendments for a mixed-use parking structure.

Public Notice

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

Attachments

- A. Project Summary Table
- B. Project Map

Staff Report #: 18-064-PC

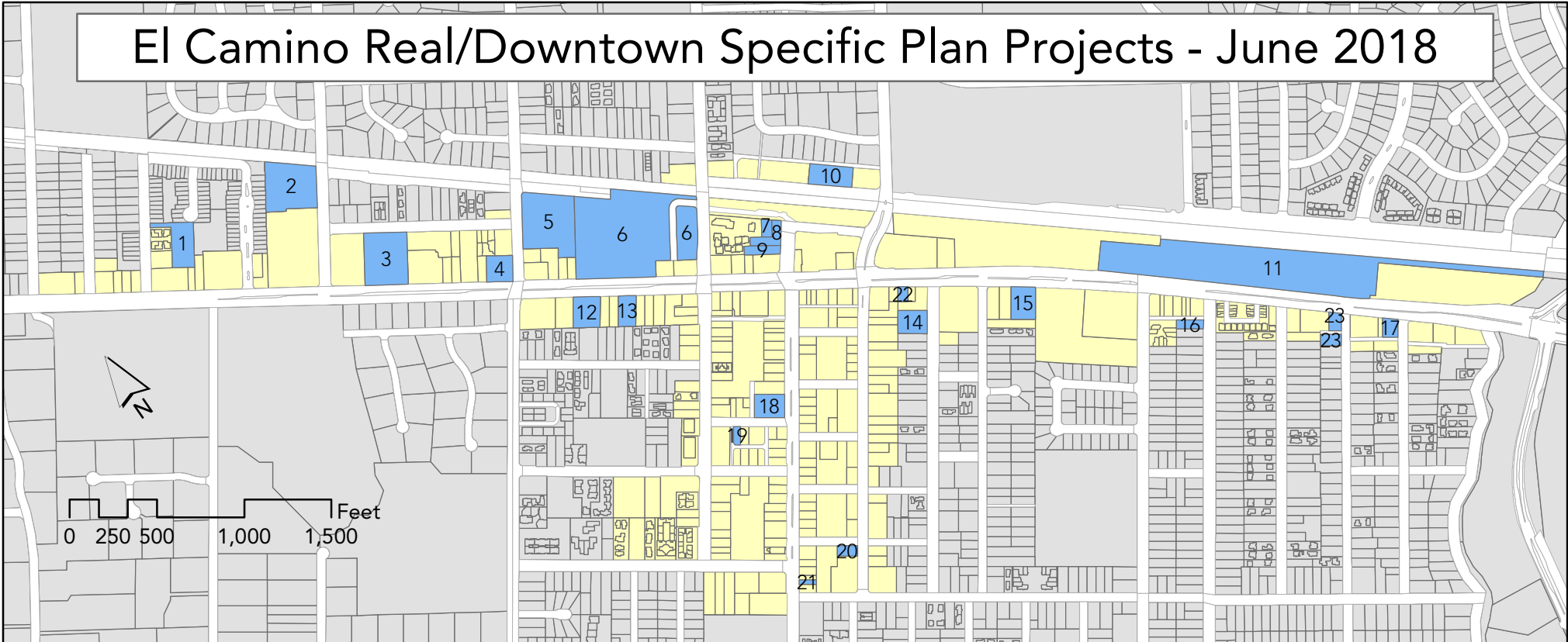
Report prepared by:
Corinna Sandmeier, Senior Planner

Report reviewed by:
Mark Muenzer, Community Development Director

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Project	Address	Description	Development Level	Entitlement Status	Building Permit Status	Net New Res. Units	Net New Non-Res. SF	Notes
Marriott Residence Inn	555 Glenwood Avenue	Conversion of a senior citizens retirement living center to a 138-room limited-service, business-oriented hotel	Public Benefit Bonus	Approved	Issued 11/12/13; Completed 4/30/15	0	71,921	No new square footage was constructed, but the net new vehicle trips associated with the conversion are considered equivalent to the listed square footage
Hotel Lucent	727 El Camino Real	Comprehensive renovation of an existing hotel, including an eight-room expansion	Base	Approved	Issued 5/14/14; Completed 4/10/17	0	3,497	
889 Santa Cruz Ave	889 Santa Cruz Ave	Renovation of an existing commercial building, with small expansion	Base	Approved	Issued on 2/2/17; Completed 10/26/17	0	37	
612 College	612 College Avenue	Demolition of a residence and a commercial warehouse building, and construction of four new residential units	Base	Approved	Issued 9/29/15; Construction in progress	3	-1,620	
1295 El Camino Real	1283-1295 El Camino Real	Demolition of two commercial buildings and construction of a new mixed-use residential and commercial development	Base	Approved	Issued 12/22/2016; Construction in progress	15	-4,474	
1020 Alma St	1010-1026 Alma St	Demolition of existing commercial buildings and construction of new office development	Public Benefit Bonus	Approved	Issued 11/21/16; (Phase 2 issued 10/23/17) Construction in progress	0	15,208	
1400 El Camino Real	1400 El Camino Real	Construction of new 61-room hotel	Public Benefit Bonus	Approved	Issued 11/16/16; (Phase 2 issued 6/15/17) Construction in progress	0	31,725	
1149 Chestnut Street	1149 Chestnut Street	Renovation of an existing commercial building	Base	Approved	Issued 10/4/16; Completed 2/22/18	0	-536	
1300 El Camino Real	1258-1300 El Camino Real, 550-580 Oak Grove Avenue, and 540-570 Derry Lane	Construction of a new mixed-use office, residential, and retail development	Public Benefit Bonus	Approved	Issued 9/6/17; Construction in progress	183	99,024	The approved 1300 El Camino Real project is credited like an existing building, since it received full CEQA clearance; active square footage also credited
650 Live Oak Ave	650 Live Oak Ave	Demolition of commercial building and construction of new office-residential development	Public Benefit Bonus	Approved	Issued 11/14/17; Construction in progress	15	10,858	Linked with 660 Live Oak Ave proposal, although that parcel is not in the Specific Plan area and as such is not included in this table.
1275 El Camino Real	1275 El Camino Real	Construction of new mixed-use development on a vacant site	Base	Approved	Issued 4/19/18; Construction in progress	3	9,923	
133 Encinal Ave	133 Encinal Ave	Demolition of existing commercial buildings and construction of a new townhome-style development	Base	Approved	Under review	24	-6,166	
500 El Camino Real	300-550 El Camino Real	Construction of a new mixed-use office, residential, and retail development	Base	Approved	Under review	215	123,501	
1540 El Camino Real (former Beltram's)	1540 El Camino Real	Demolition of a retail building and construction of a new mixed-use office and residential development	Base	Approved	n/a	27	17,223	
1125 Merrill St	1125 Merrill St	Demolition of the existing building and construction of a new mixed-use office and residential development	Base	Approved	n/a	1	2,479	Linked with 506 and 556 Santa Cruz Ave projects, but tallied individually
506 Santa Cruz Ave	502-540 Santa Cruz Ave	Demolition of the existing building and construction of a new mixed-use retail/office/residential development	Base	Approved	n/a	3	6,033	Linked with 1125 Merrill St and 556 Santa Cruz Ave projects, but tallied individually
556 Santa Cruz Ave	556-558 Santa Cruz Ave	Demolition of the existing building and construction of a new mixed-use retail/office/residential development	Base	Approved	n/a	-3	4,085	Linked with 1125 Merrill St and 506 Santa Cruz Ave projects, but tallied individually
949 El Camino Real	949 El Camino Real	Renovation of existing Guild Theatre cinema facility into a live entertainment venue	Public Benefit Bonus	Approved	n/a	0	6,682	
Hampton Inn	1704 El Camino Real	Demolition of existing hotel and construction of a new hotel.	Public Benefit Bonus	Pending	n/a	0	29,252	goal final action is third quarter 2018
840 Menlo Avenue	840 Menlo Avenue	Construction of a new mixed-use office and residential development on a vacant parcel	Base	Pending	n/a	3	6,610	Scheduled for 7/17 CC (Dragers Loading Zone & Appeal)
706-716 Santa Cruz Avenue	706-716 Santa Cruz Avenue	Demolition of existing commercial building and construction of a new mixed-use retail, office, and residential development	Base	Pending	n/a	4	19,388	goal final action is fourth quarter 2018
115 El Camino Real	115 El Camino Real	Demolition of existing building and construction of a new mixed-use development consisting of commercial space on the first floor, and residential units on the second and third floors	Base	Pending	n/a	4	-6,868	goal final action is third quarter 2018
201 El Camino Real	201 El Camino Real	Demolition of an existing 5,000 sq ft commercial building, demolition of existing 11-unit residential building and elimination of existing surface parking lots. New 19-unit mixed-use building proposed with 12,500 sq ft medical office	Public Benefit Bonus	Pending	n/a	8	7,500	
Total Entitlements Approved						486	389,400	
<i>Percentage of Specific Plan Maximum Allowable Development</i>						<i>71%</i>	<i>82%</i>	
Total Entitlements Proposed						19	55,882	
<i>Percentage of Specific Plan Maximum Allowable Development</i>						<i>3%</i>	<i>12%</i>	
Total Entitlements Approved and Proposed						505	445,282	
<i>Percentage of Specific Plan Maximum Allowable Development</i>						<i>74%</i>	<i>94%</i>	
Total Building Permits Issued						219	235,563	
<i>Percentage of Specific Plan Maximum Allowable Development</i>						<i>32%</i>	<i>50%</i>	
Specific Plan Maximum Allowable Development						680	474,000	

El Camino Real/Downtown Specific Plan Projects - June 2018



PLN	ID	Address	Project	Land Use Category	Entitlement Status	Net New Residential Units	Net New Non Residential Square Feet
PLN2012-00092	6	1300 El Camino Real	Station 1300	Mixed-use Development	Approved	183	99,024
PLN2012-00095	5	555 Glenwood Ave	Marriott Residence Inn	Commercial Development	Approved	0	71,921
PLN2012-00102	11	300-550 El Camino Real	Middle Plaza	Mixed-use Development	Approved	215	123,501
PLN2013-00012	15	727 El Camino Real	Hotel Lucent	Hotel	Approved	0	3,497
PLN2013-00063	16	612 College Ave	612 College Avenue	Housing Development	Approved	3	-1,620
PLN2014-00002	20	840 Menlo Ave	840 Menlo Ave	Mixed-use Development	Pending	3	6,610
PLN2014-00042	12	1283-1295 El Camino Real	1285 El Camino Real	Mixed-use Development	Approved	15	-4,474
PLN2014-00054	2	133 Encinal Ave	133 Encinal Ave	Housing Development	Approved	24	-6,166
PLN2014-00068	14	650 Live Oak Ave	650 Live Oak Ave	Mixed-use Development	Approved	15	10,858
PLN2014-00087	10	1010-1026 Alma St	1020 Alma St	Commercial Development	Approved	0	15,208
PLN2015-00056	4	1400 El Camino Real	1400 El Camino Real	Commercial Development	Approved	0	31,725
PLN2015-00089	13	1275 El Camino Real	1275 El Camino Real	Mixed-use Development	Approved	3	9,923
PLN2016-00032	19	1149 Chestnut St	1149 Chestnut St	Commercial Development	Approved	0	-536
PLN2016-00076	21	889 Santa Cruz Ave	889 Santa Cruz Ave	Commercial Development	Approved	0	37
PLN2016-00085	1	1704 El Camino Real	Hampton Inn	Hotel	Pending	0	29,252
PLN2016-00111	18	706-716 Santa Cruz Ave	706 Santa Cruz Ave	Mixed-use Development	Pending	4	19,388
PLN2017-00054	3	1540 El Camino Real	1540 El Camino Real	Mixed-use Development	Approved	27	17,223
PLN2017-00096	7	1125 Merrill St	1125 Merrill St	Mixed-use Development	Approved	1	2,479
PLN2017-00097	8	506 Santa Cruz Ave	506 Santa Cruz Ave	Mixed-use Development	Approved	3	6,033
PLN2017-00098	9	556 Santa Cruz Ave	556 Santa Cruz Ave	Mixed-use Development	Approved	-3	4,085
PLN2018-00008	17	115 El Camino Real	115 El Camino Real	Mixed-use Development	Pending	4	-6,868
PLN2018-00019	22	949 El Camino Real	Guild Theatre	Commercial Development	Approved	0	6,682
PLN2018-00061	23	201 El Camino Real	201 El Camino Real	Mixed-use Development	Pending	8	7,500