



REGULAR MEETING AGENDA

Date: 3/11/2019
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

B. Roll Call

C. Reports and Announcements

Under “Reports and Announcements,” staff and Commission members may communicate general information of interest regarding matters within the jurisdiction of the Commission. No Commission discussion or action can occur on any of the presented items.

D. Public Comment

Under “Public Comment,” the public may address the Commission on any subject not listed on the agenda, and items listed under Consent Calendar. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

E. Consent Calendar

- E1. Approval of minutes from the February 25, 2019, Planning Commission meeting. ([Attachment](#))

F. Public Hearing

- F1. Use Permit/Erica Hsu/510 Olive Street:
Request for a use permit to demolish an existing single-family residence and construct a new two-story single-family residence on a substandard lot with respect to lot width in the R-1-S (Single Family Suburban Residential) zoning district. ([Staff Report #19-015-PC](#))
- F2. Use Permit/Scott Curtiss/1531 Laurel Place:
Request for a use permit to remodel and add a new second story to an existing non-conforming residence in the R-1-S (Single Family Suburban Residential) zoning district. The proposed work would exceed 50 percent of the existing replacement value in a 12-month period and requires approval of a use permit by the Planning Commission. [Continued to the PC meeting of March 25, 2019.](#)
- F3. Use Permit, Variance, Sign Review and Architectural Control/Juan Guillen/1305 Willow Road:

Request for a use permit, variance, sign review and architectural control for an addition to the rear, and construction of a new covered porch around the side and front, of a grocery store in an existing commercial building. The subject property is on a lot in the C-2-B (Neighborhood Mixed Use District, Restrictive) zoning district which has varying side and rear setbacks depending on whether the zoning district of the adjacent properties is residential. The City Council has begun the process to abandon a portion of Frontage Road, including the piece that separates 1305 Willow Road and 1345 Willow Road. Should the abandonment be approved, a portion of Frontage Road would be acquired by the owners of the subject property. The property would then abut a residential property and the setback at this side would change to 20 ft. A variance is being requested to allow the front porch to be built within the new 20 ft. right side setback. The proposal includes a request to modify the operating hours limited in this zoning district, from 8:00 a.m. – 8:00 p.m., to 5:00 a.m. – 9:00 p.m. inclusive of deliveries. The applicant is proposing outdoor seating for customers, and outdoor storage of items for sale within the building such as produce on carts, propane tanks, and water. The proposal also includes a request for sign review to allow red and yellow colors that would exceed the 25-percent limitation on bright colors in the sign design guidelines for a new wall and monument signs. Circulation for the site is proposed to utilize the portion of Frontage Road that the City Council has begun the process to abandon. Otherwise, circulation would utilize the Frontage Road right of way. The parking lot is proposed to be re-stripped to meet the parking standards. (Staff Report #19-016-PC) *Continued from the PC meeting of February 25, 2019*

- F4. Public Right-of-way and Public Utility Easement Vacation/MidPen Housing/Portion of Frontage Road along 1300 Block of Willow Road Planning Commission review for consistency with the General Plan related to the proposed vacation of public right-of-way and public utility easements adjacent to 1305 and 1345 Willow Road. A portion of the abandoned public right-of-way and public utility easements would go to the two adjacent property owners. (Staff Report #19-017-PC) *Continued from the PC meeting of February 25, 2019*

G. Study Session

- G1. R-4-S Compliance Review/MidPen Housing/1317-1385 Willow Road:
Request for an R-4-S (AHO) study session to review a new 140-unit, 100-percent Below Market Rate (BMR) multifamily affordable housing development ranging from three to four stories in height, relative to the development regulations and design standards of the R-4-S (AHO) (High Density Residential, Special – Affordable Housing Overlay) zoning district. The Planning Commission's review is advisory only and will be taken into consideration as part of the Community Development Director's determination of whether the proposal is in compliance with the R-4-S (AHO) development regulations and design standards. The proposal includes application of the Affordable Housing Overlay, which provides a density bonus for providing on-site affordable housing units and allows modifications to development standards. The City Council has begun the process to abandon a portion of Frontage Road, including the piece that separates 1305 Willow Road and 1345 Willow Road. Should the abandonment be approved, portions of public right-of-way and public utility easements would be acquired by the owners of the subject property. In addition, the project involves modifications to the site parcels that would include a lot line adjustment and/or a lot merger, which would be administratively reviewed by the City's Public Works Department. As part of the proposed development, 20 heritage trees are proposed for removal, which include Callery pear, Modesto ash, Raywood ash, and white alder trees, and the health of these trees ranges from slight decline to decline. (Staff Report #19-018-PC)

- G2. Study Session/Chase Rapp/1162 El Camino Real:
Request for a study session to review a proposed three story, nine unit residential development with an at grade parking garage with nine parking spaces in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. Three of the units would be designed as Below Market Rate (BMR) units, with one unit providing a BMR unit for this project and two units providing BMR units for the combined projects at 506 Santa Cruz Avenue, 556 Santa Cruz Avenue, and 1125 Merrill Street. No actions will take place at this meeting, but the study session will provide an opportunity for the Planning Commission and the public to become more familiar with the proposal and to provide feedback. ([Staff Report #19-019-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: March 25, 2019
 - Regular Meeting: April 8, 2019
 - Regular Meeting: April 29, 2019

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: 03/06/2019)

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

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

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

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



REGULAR MEETING MINUTES – DRAFT

Date: 2/25/2019
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Susan Goodhue called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Barnes (Vice Chair), Michael Doran, Susan Goodhue (Chair), Camille Kennedy, John Onken, Henry Riggs (arrived at 7:05 p.m.), Katherine Strehl

Staff: Ceci Conley, Contract Assistant Planner; Michael Noce, Management Analyst II; Kyle Perata, Acting Principal Planner; Thomas Rogers, Principal Planner; Tom Smith, Senior Planner

C. Reports and Announcements

Acting Principal Planner Kyle Perata said at the City Council's February 26, 2019 meeting, it would consider an ordinance for Tenant Relocation Assistance. He said four community outreach meetings on the Dumbarton Corridor were scheduled and noted one in Redwood City on February 27 and another in Menlo Park on March 2.

Commissioner Andrew Barnes asked about the appeal of the 40 Middlefield Road approval. Acting Principal Planner Perata said the City Council denied the appeal and upheld the Planning Commission's approval but applied an employee limit. Commissioner Katherine Strehl said she believed the limit was 10 employees.

D. Public Comment

None

E. Consent Calendar

- E1. Approval of minutes from the February 11, 2019, Planning Commission meeting. ([Attachment](#))

ACTION: Motion and second (John Onken/Goodhue) to approve the minutes as presented; passes 4-0 with Commissioners Camille Kennedy and Strehl abstaining and Commissioner Henry Riggs not yet in attendance.

Chair Goodhue noted Commissioner Riggs' arrival at 7:05 p.m.

F. Public Hearing

- F1. Use Permit/Kelly Blythe/6 Greenwood Place:
Request for a use permit to demolish an existing single-story residence and construct a new two-story, single-family residence on a substandard lot with respect to lot width and area in the R-1-U (Single-Family Urban Residential) zoning district. ([Staff Report #19-011-PC](#))

Staff Comment: Contract Assistant Planner Ceci Conley said she had emailed the Commission earlier that day with updated correspondence from a neighbor, copies of which were at the dais. She said they added a condition of approval to Attachment A regarding a window.

Applicant Presentation: Kelly Blythe, property owner of 6 Greenwood Place, said their architect was Larry Kahle. He said they met with their adjacent neighbors about the plan recently and they asked about treatment for privacy for the stairway windows. He said they suggest glazing the windows which was amenable to the neighbors.

Larry Kahle, project architect, Metropolis Architecture, said the property owners had done neighbor outreach and gotten great support from them.

Chair Goodhue opened the public hearing.

Public Comment:

- Teri O'Neel introduced herself and her husband John noting they lived at 13 Greenwood Place, directly across the street from the project property. She said they were excited about the project. She said the applicants had done a great deal to do a house that would fit the style of the neighborhood.
- John O'Neel said he was very supportive of the project.

Chair Goodhue closed the public hearing.

Commission Comment: Commission Onken said the project conformed to zoning code and was well designed. He moved to approve as recommended in the staff report.

Commissioner Barnes said the design, scale and materials were good. He said he was appreciative of the specificity of the neighborhood outreach efforts. He seconded the motion.

Commissioner Riggs said there was an exposed tankless water heater on the side of the building and he requested they consider screening or relocating it away from neighbor view. He asked about its elevation and fence height.

Mr. Kahle said this type water heater was typically mounted four feet off the ground and the fence would be seven-feet.

Commissioner Riggs asked about a box shown on A3 on the side wall. Mr. Kahle said that was the air conditioning condenser. Commissioner Riggs asked if it was possible to move it to the north patio and away from the property line side. Mr. Kahle said there were not many options of

where it could go, and they thought on the right side was best opposite the neighbor's garage. Commissioner Riggs said next to a garage was a good compromise.

ACTION: Motion and second (Onken/Barnes) 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 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:
 - a. Development of the project shall be substantially in conformance with the plans prepared by Metropolis Architecture, consisting of 7 plan sheets, dated received February 19, 2019 and approved by the Planning Commission on February 25, 2019, subject to review and approval by the Planning Division.
 - b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
 - d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
 - f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.

- g. Heritage and street trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report by Advanced Tree Care dated January 11, 2019.

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

- a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised plans showing the bottom two panes of the windows in the stairwell as frosted glass, subject to review and approval by the Planning Division.

F2. Use Permit/Sean Amiri/908 Menlo Avenue:

Request for a use permit to demolish two existing single-family residences and construct two two-story, single-family residences and a detached garage on a substandard lot with respect to lot width in the R-3 (Apartment) zoning district. The garage would be located partly in the front half of the lot (but behind the front residence), as may be permitted with a use permit. The proposal includes an administrative review of a tentative parcel map to subdivide the project into two condominium units. As a part of the proposed development, two heritage trees (one Douglas fir and one strawberry tree) are proposed for removal. ([Staff Report #19-012-PC](#))

Staff Comment: Principal Planner Thomas Rogers said staff had no additions to the staff report.

Applicant Presentation: Sean Amiri, San Mateo, project applicant, said as the lot was R-3 zoning, and they could develop either four condominium units or two townhome-type units. He said their proposal was to do two homes in a modern style, one in the front of the lot and another in the back of the lot, each about 1900 square feet of living space. He said one unit would have an attached garage and the other a detached garage.

Rick Hartman, Hometec Architecture, made a number of comments about R-2 and R-3 lots in Menlo Park and the property owner's choice to do a modern style home. He said they wanted to keep as many of the larger trees as they could.

Commissioner Onken referred to the two horizontal windows at the stairwell. Mr. Hartman said the windows were not functional and were placed for character effect. Commissioner Onken noted the next application was the same applicant and the difference in architectural styles.

Recognized by the Chair, Mr. Amiri said he wanted this project and the other one on the agenda to be completely different in style. He said the existing home at the other project site, 966 Menlo Avenue, was Spanish-looking in style, which was the style he wanted to keep for that site. He said for this site they wanted purely modern-style architecture.

Chair Goodhue opened the public hearing.

Public Comment:

- Michael Closson, 978 Menlo Avenue, said currently the project site had two homes, one larger than the other. He said the home in the front was a beautiful building that seemed to be in very good condition, and he considered it the nicest looking home on the block. He said it did not deserve to be demolished. He said the home on the rear of the lot was smaller and exactly the kind of housing stock the City needed to retain in the hyper-inflated real estate market. He said

the City had lost many people who could not afford to live in Menlo Park anymore. He said that housing in Menlo Park was already unaffordable and a project like this only exacerbated the trend.

Chair Goodhue closed the public hearing.

Commission Comment: Chair Goodhue said she liked modern architecture including the offset windows. She said the project was consistent with residential development in Menlo Park over the past 10 to 15 years in terms of replacing one house with two homes. She said the project provided two homes for the housing stock.

Commissioner Riggs said he appreciated the window treatment for privacy with windows located up high. He said he appreciated the small front lawn. He said he personally would have found another solution to the rather large boxed eaves on the rear unit but did not see it as a Planning Commission issue as it was not visible from the street. He said he supported the project.

Commissioner Riggs referred to the materials and color boards. Mr. Hartman, recognized by the Chair, and replying to Commissioner Riggs, said the gray color was for the rear home. Commissioner Riggs said he appreciated that the lighter color home was in the front as it would brighten the street.

ACTION: Motion and second (Goodhue/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 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:
 - a. Development of the project shall be substantially in conformance with the plans prepared by Hometec Architecture, Inc., consisting of 20 plan sheets, received February 11, 2019, and approved by the Planning Commission on February 25, 2019, except as modified by the conditions contained herein, subject to review and approval by the Planning Division.
 - b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - c. Prior to building permit issuance; the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.

- d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
 - f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.
 - g. If construction is not complete by the start of the wet season (October 1st through April 30th), the Applicant shall implement a winterization program to minimize the potential for erosion and sedimentation, subject to review and approval of the Engineering Division.
 - h. Prior to building permit issuance, the Applicant shall submit all applicable civil plans for Engineering Division review and approval.
 - i. Prior to building permit issuance, the Applicant shall submit complete off-site civil engineering plans detailing the full scope of frontage improvements along the property frontage at to the satisfaction of the City's Public Works Department. The defined scope shall include, but is not limited to, new sidewalk, curb, gutter, pavement restoration, and utility upgrades (water, storm, sewer connections) up to the limits of the property frontage. The Applicant shall obtain an Encroachment Permit prior to commencing work within the public right of way and include the follow notes on the front cover of the plans.
 - j. Prior to the building permit issuance, the Applicant shall submit a Hydrology Report, including calculations, substantiating that on-site flows will not exceed existing conditions as a result of the proposed improvements. The Hydrology report will be subject to Engineering Division review and approval.
 - k. Prior to building permit issuance, the Applicant shall submit all applicable Water-Efficient Landscaping Ordinance (WELO) documents for Engineering Division review and approval, if proposed landscaping exceeds 500 sf.
 - l. 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 October 31, 2018 and January 21, 2019.
4. Approve the use permit subject to the following ***project-specific*** condition:
- a. Simultaneous with submittal of a complete building permit application, the applicant shall submit revised plans specifying that Unit 2's left side fireplace pop-out shall be constructed

using cantilevered construction, in order to limit impacts on the adjacent Douglas fir (tree #4). The revised plans shall be subject to review and approval of the Planning Division.

F3. Use Permit and Variances/Sean Amiri/966 Menlo Avenue:

Request for a use permit to demolish an existing single-story, single-family residence and construct two two-story, single-family residences and a detached one-car garage on a substandard lot with respect to lot width in the R-3 (Apartment) zoning district. The garage would be located partly in the front half of the lot (but behind the front residence), as may be permitted with a use permit. The proposal includes a variance to reduce the required 20-foot separation between the rear unit and the main building located on the adjacent right side parcel, as well as a variance to reduce the required 10-foot separation between the detached garage and the front unit in order to retain and protect an existing heritage redwood. The proposal includes an administrative review of a tentative parcel map to subdivide the project into two condominium units. ([Staff Report #19-013-PC](#))

Staff Comment: Principal Planner Rogers said there were no changes or additions to the published staff report and colors and materials sheets had been distributed to the Commission.

Applicant Presentation: Sean Amiri said the existing home was Spanish-style. He said he was proposing a similar style for the two new homes. He said the neighboring properties were not 10-feet from the property lines so 20-foot building separation was very challenging. He said originally, they had proposed removing a redwood tree to accommodate the project. He said neighbors and staff were opposed to that. He said they would keep the tree and have an arborist onsite during construction to advise on best methods to protect the tree roots. He said an objection to the project was its mass. He said like the other site the zone allowed building to 35-feet in height, but the two proposed units were no more than 28-feet tall. He said the neighbors on the west were concerned with the project windows. He said they had communicated that the windows would be made smaller and while keeping the stylistic integrity they would look into what they could do to make the neighbor as happy as possible.

Mr. Hartman said the City had great guidelines for the preservation and protection of trees during construction. He said they wanted the mature trees whether on the property site or adjacent neighboring lots. He said the northwest and northeast of the property were the side yards. He referred to elevations on A4 that showed all the second story windows were small. He said he tended to do a number of smaller windows on the second story rather than have a blank wall. He said on the driveway side he could do a pop out and keep window sills up higher. He said sometimes the bathroom or stairway windows could be obscure glass.

Chair Goodhue opened the public hearing.

Public Comment:

- Rayna Brown, Menlo Park, and Carolyn Hitchcock introduced themselves. Ms. Brown said Ms. Hitchcock and she had a petition signed by 18 of their neighbors. She said the 18 people who signed the petition believed that two, two-story homes were out of sync with the neighborhood. She said the subject property was quite a small and narrow lot. She said if the Commission ultimately approved the project, they requested that the second-stories be required to taper. She said Carolyn and she had met with Mr. Amiri twice and he had said he would try to do something to address their concerns but what was done was insignificant. She said they would have two homes that looked like boxes. She said they were concerned about windows. She

said if something were to inadvertently happen to the trees providing screening now there would be views into bedrooms. She said one way to treat would be to raise the height of the window sills on the project's second stories on the west side. She said the trees were their most critical concern. She said they were pleased the City would consider a variance for the project to protect the redwood tree. She said the subject property and that at 967 Menlo Avenue had beautiful heritage trees, which they feared would be harmed during construction. She said beside the arborist the applicant would hire they thought the City should take an active role in overseeing the tree protection and preservation during construction.

- Carolyn Hitchcock said she was very concerned about the trees on the project property and the adjacent property as they provided privacy and would mask big two-story homes. She said how the protection and preservation of the trees would be monitored for compliance was unknown.
- Michael Closson, 978 Menlo Avenue, said he shared the neighbors' concerns about the trees. He said he supported the project, but he hated that the existing stucco house, which was the original house in the area, would be removed. He noted that the property had a beautiful split trunk redwood, a palm, and a live oak and he hoped they would be preserved and protected.

Chair Goodhue closed the public hearing.

Commission Comment: Commissioner Onken said they all appreciated the screening of the mature trees. He said he was pleased with the report by Kevin Kielty regarding specific measures to protect and preserve the trees, which provided assurances that all would be done so that the trees were protected and preserved during construction.

Commissioner Riggs said an arborist report such as that provided here would be part of the use permit approval and as such enforceable. He said the project was sensitive to neighbors and the windows on the west side were particularly so. He moved to approve the use permit and variance for the garage location. He said the findings could be made easily for the variance.

Commissioner Barnes spoke to neighbors' concerns regarding the trees and west elevation. He said regarding the latter that the windows were modestly sized and the sill heights relatively high. He said he supported the arborist report and an arborist onsite to monitor. He seconded the motion.

Commissioner Strehl said she emphasized with neighbors that existing homes were being replaced by two bigger homes. She asked about the timing of construction noting that the project street was very small. She said four homes being constructed at the same time on that street would be burdensome at the least for neighbors and was a significant issue that needed to be addressed.

Recognized by the Chair and at Commissioner Barnes' request, Mr. Amiri said they were intending to overlap the two projects with different start times for each one. He said the noisiest part of the construction was demolition and doing the foundation. He said they would do demolition and foundation on one site and then on the other site. He said he would prefer to do all at once but in consideration of the neighbors they would do as he described.

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

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Make the following findings as per Section 16.82.340 of the Zoning Ordinance pertaining to the granting of variances:
 - a. The hardships for the neighboring building separation are the narrow width of the subject lot and the placement of the existing structure on the right side parcel (940 Menlo Avenue), which is located approximately five feet from the shared property line. Likewise, the narrow (51.7-foot) width of the subject parcel is an existing condition that is well below the 70-foot minimum width required for new R-3 lots of this size.

For the detached garage separation, the narrow width is likewise a hardship that limits possible development layouts, in conjunction with the garage size requirement (10 feet wide by 20 feet deep, minimum) and associated guidelines for car backup distance and turning radii. In addition, the heritage redwood (tree #10) located at the left-center portion is a significant natural feature that represents a constraint to new development. None of the hardships have been created by an act of the owner.

- b. With regard to the neighboring building separation requirement, strict compliance would have a significant negative effect on the footprint and feasibility of Unit #2. In particular, the one-car garage (required by code) would have to be shifted over approximately five feet into the shared living spaces, which would result in a narrow, odd floor plan on both floors, such that the variance would be necessary to achieve a unit size and interior layout similar to dwelling units located on conforming property in the same vicinity.

Similarly, if the 10-foot setback requirement for the detached garage were strictly enforced, it appears that Unit #1 would not be able to have a covered parking space. The garage could not be attached to the residence itself without violating the backup/turning requirements for parking spaces, and it could not be shifted farther back on the property without negatively affecting the heritage redwood. The variance to reduce the 10-foot separation requirement would allow the residence to both meet its parking requirement and retain the redwood tree, which would not represent a special privilege.

- c. If the right side parcel is redeveloped in the future, it would be required to adhere to the 10-foot side setback requirement, and the proposed variance would no longer be needed. The rear residence's height at 29 feet is well below the R-3 maximum of 35 feet, and the plate height at the variance area is additionally limited, at approximately 21.5 feet. In addition, the adjacent residence does not extend farther back on its property, which means the variance only applies to a portion of the proposed Unit #2. As such, granting of this variance would not impair adequate supply of light and air to the adjacent property.

For Unit #1, the garage separation would only affect that unit itself, not any adjacent property. Granting of this variance would allow the heritage redwood to be retained, which may be considered to preserve and enhance the public health and welfare.

- d. The variance requests are primarily based on the nonconformance of the adjacent right-hand structure, the presence of the heritage redwood at the left-center portion of the subject property, and the subject parcel's narrow lot width. Since other properties do not appear to have this unique combination of conditions, these variances would not apply to other properties in the same zoning district.
 - e. The property is not within any Specific Plan area. Hence, a finding regarding an unusual factor does not apply.
4. Approve the use permit subject to the following **standard** conditions:
- a. Development of the project shall be substantially in conformance with the plans prepared by Hometec Architecture, Inc., consisting of 19 plan sheets, received February 11, 2019, and approved by the Planning Commission on February 25, 2019, except as modified by the conditions contained herein, subject to review and approval by the Planning Division.
 - b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - c. Prior to building permit issuance; the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
 - d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
 - f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.
 - g. If construction is not complete by the start of the wet season (October 1st through April 30th), the Applicant shall implement a winterization program to minimize the potential for erosion and sedimentation, subject to review and approval of the Engineering Division.

- h. Prior to building permit issuance, the Applicant shall submit all applicable civil plans for Engineering Division review and approval.
 - i. Prior to building permit issuance, the Applicant shall submit complete off-site civil engineering plans detailing the full scope of frontage improvements along the property frontage at to the satisfaction of the City's Public Works Department. The defined scope shall include, but is not limited to, new sidewalk, curb, gutter, pavement restoration, and utility upgrades (water, storm, sewer connections) up to the limits of the property frontage. The Applicant shall obtain an Encroachment Permit prior to commencing work within the public right of way and include the follow notes on the front cover of the plans.
 - j. Prior to the building permit issuance, the Applicant shall submit a Hydrology Report, including calculations, substantiating that on-site flows will not exceed existing conditions as a result of the proposed improvements. The Hydrology report will be subject to Engineering Division review and approval.
 - k. Prior to building permit issuance, the Applicant shall submit all applicable Water-Efficient Landscaping Ordinance (WELO) documents for Engineering Division review and approval, if proposed landscaping exceeds 500 sf.
 - l. 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 October 24, 2018 and January 28, 2019.
5. Approve the use permit and variances subject to the following **project-specific** condition of approval:
- a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised plans that show both garages with interior clear dimensions of 10 feet width and 20 feet depth, subject to review and approval of the Planning Division. The revisions shall be accomplished within the building footprints as shown on the approved plans.

Chair Goodhue said she would be recused from consideration of items F4 and G1 due to her previous association with Facebook. Vice Chair Barnes would conduct the remainder of the meeting in her absence.

- F4. Development Agreement Annual Review/Facebook/1 Hacker Way and 1 Facebook Way: Annual review of the property owner's good faith compliance with the terms of the Development Agreements for their East Campus, West Campus, and Facebook Campus Expansion projects. ([Staff Report #19-009-PC](#)) *Continued from the PC meeting of February 11, 2019*

Staff Comment: Acting Principal Planner Perata said currently there were three development agreements (DA) with Facebook for the East Campus, West Campus, and Campus Expansion projects. He said the written staff recommendation was for the Commission to approve the West Campus and Campus Expansion projects good faith compliance but continue the East Campus project's good faith compliance. He recommended that the Commission and public comment focus on the West Campus and Campus Expansion projects. He said if they did vote to continue the East Campus that the hearing date would be in April. He said they needed more information on the trip

cap.

Applicant Presentation: Ryan Patterson, Facebook Real Estate, said related to the DA for the Campus Expansion project that it had commitments in the areas of ongoing public benefits and revenue to the City, housing initiatives, transportation and infrastructure, design and environmental commitments, and local community benefits. He said 2018 milestones for revenue were continued sales tax in-lieu fee payments to the City and a guaranteed Transfer Occupancy Tax (TOT) commitment for 39 years. He said that had not started yet but would have a base line commitment of \$48 million in TOT. He said they had a minimum commitment of property tax fee of \$7 million across their properties in annual tax payments providing significant tax revenue for local schools. He said they started a housing study in 2017 and partnered with UC Berkeley to complete it. He said it looked at housing conditions in the area and identified actions that could be taken to preserve affordable and workforce housing. He said the final study would be presented to the City in August 2019. He said in 2017 a pilot program for 22 teacher households at the 777 Hamilton apartment community owned by Greenheart was established requiring participants to pay only 30% of their income on rent with Facebook subsidizing the difference between that amount and market rent. He said the program participants worked at local public or nonprofit schools within the geographic area of the Ravenswood City School District. He said the average individual subsidy that Facebook was paying was \$2100 a month.

Mr. Patterson said related to transportation that they continued to make progress on their partnership with SamTrans on the Dumbarton Corridor project. He said in 2018 they seed funded Menlo Park's Transportation Management Association (TMA). He said they had made pedestrian and bicycle improvements along Chilco Avenue including Menlo Park's first Class 1 fully buffered bicycle lane on Chilco Avenue. He said construction had just started on the bicycle and pedestrian bridge over Bayfront Expressway.

Mr. Patterson said related to environmental commitment that they achieved LEED platinum on Building 21 and were working on a two-acre public park and the bicycle-pedestrian bridge previously mentioned.

Mr. Patterson said related to local community benefits that they were funding operations at the Belle Haven pool and created a \$1 million scholarship fund for local City youth. He said they also made a \$1 million contribution to Bedwell-Bayfront Park to fund maintenance.

Commissioner Doran asked to see the slide on Transportation. Mr. Patterson said they had made a number of commitments on the Dumbarton Corridor and had also funded Menlo Park's first TMA. He said also they funded pedestrian and bicycle improvements along Chilco Avenue.

Commissioner Strehl asked if the TMA was only for the area east of Highway 101. Recognized by the Chair, Acting Principal Planner Perata said the City continued to evaluate what the geographic extent of the TMA would be – whether citywide, focused on the Bayfront area, or the creation of sub-TMAs throughout Menlo Park such as the Bayfront, downtown, and Sand Hill Road commercial area. He said they were preparing a Request for Proposals (RFP) for a consultant to develop a feasibility study for the TMA. Replying further to Commissioner Strehl, Mr. Perata said the City Council at its February 26 meeting would do goal setting and a TMA was one of the items.

Commissioner Strehl asked about the regional transportation forum that had been proposed. Jennifer Fierman, Senior Transportation Planner at Facebook, said the regional transportation forum was being formulated as part of the efforts for the Dumbarton Corridor. She said they were forming a Stakeholders Advisory Group and a Technical Advisory Group. Vice Chair Barnes opened the public hearing.

Public Comment:

- Pamela Jones, Belle Haven, said that Facebook was doing the best it could to be a good neighbor but as of now there had been no benefit to the neighborhood. She said she supported staff's recommendation to continue looking at trip caps and hoped that Facebook would do something more aggressive to get people out of their cars. She said regarding the Housing Study that it should include data from 2008 to the present to include the number of foreclosures in Menlo Park and specifically in Belle Haven, who the mortgage holders past and present were, property owner names, the number of rentals (noting that in Belle Haven there were more single-family homes being rented), the names of the investors whose companies had bought up properties specifically apartments, the number of corporate-occupied apartments versus the number of apartments rented to individuals and families, and the vacancy rates. She said she would like to see a timeline of when the proposed amenities would be met, and who exactly would benefit from them.
- David Erhart, Belle Haven, said due to limitations on ride sharing on the East Campus, that Facebook was using the small parking lot at Jack in the Box on Hamilton Avenue as a de facto ridesharing stop with people waiting for Uber and drivers to pick them up. He said that created impacts that needed to be included in the trip cap conversation.

Commission Comment: Commissioner Onken asked what more was needed with the trip caps. Mr. Patterson said he would defer to staff regarding the East Campus. He said for the West Campus and Campus Expansion project DAs that Facebook was in compliance with the trip caps.

Acting Principal Planner Perata said the City had been made aware of a number of exceedances of trip caps on the East Campus so they were looking at whether those exceedances were due to valid event exclusions and also whether trips that were Uber or LYFT pickups were attributable to the East Campus. He said Planning and Transportation staff were looking at that and that was why a continuance for the East Campus was being requested.

Commissioner Onken said Facebook seemed to have many buses to transport employees to and from certain locales. He asked whether employees not taking the shuttle was because of location issues or a decision to not use the service. Mr. Patterson said they were pleased with the efficacy of their transportation program as only 50% of their employees drove their own car to work. He said the other 50% used a combination of shuttles, rideshares, ride a bicycle or walk to work, or use Caltrain and a shuttle. He said that was double what the countywide average was. He said they have a large team of people looking at ways to get more people into shuttles or some type of alternative transit.

Commissioner Camille Kennedy asked in the last five years about demographic shifts in where people were commuting to and from. Mr. Patterson said they looked at the data of where large groups of the employees were located and directing service to those locations. He said they had

also changed their approach over the last year in that they were no longer just in Menlo Park but had campuses over the Bay Area with the goal of those being located near transit and where employees lived.

Commissioner Strehl asked about the trip cap hours. Mr. Patterson said one number was total trips per day or every 24 hours and the other was peak period including 7 to 9 a.m. with a cap on the number of cars between 7 to 8 a.m. and 8 to 9 a.m. and then 4 to 6 p.m. with a cap on the number of cars between 4 to 5 p.m. and 5 to 6 p.m. Commissioner Strehl said based on observation she thought the peak trip hours should be expanded for 7 to 10 a.m. and 4 to 7 p.m.

Commissioner Strehl said she was surprised that there was not a requirement for 1500 living units to be provided as part of the projects that were underway. Mr. Patterson said the DA for the Campus Expansion Project had a requirement for Facebook to design 1500 units as part of the Willow Village project. He said it was not a commitment to build noting at that time the General Plan Update had not yet been approved and there was no zoning on the Willow Village campus for housing. He said their original application for Willow Village had 1500 units and their most recent submittal in February also had the 1500 units and some renderings. He said they were committed to doing that as part of the project. Commissioner Strehl noted the number of Facebook employees and said she had understood that Facebook would have 1500 units for its current construction and an additional 1500 units for the Willow Village project.

Commissioner Riggs said his understanding as a Planning Commissioner was that though Facebook did not have the land to build 1500 units it had committed to the design of it for the previous approval. He said he, and he thought other Planning Commissioners present at the time, would not expect that any of the 1500 units would count as an offset to development of Willow Village. He said he saw a disconnect in the trip caps in that some of the trips had been moved offsite referring to use of Uber and Lyft. He said somehow those needed to be counted and the trip cap needed to be met as that was part of the approval conditions. He said as one speaker mentioned a lot of efforts had been made by Facebook but in terms of what was happening on the ground those were not helping. He said he shared the community's concerns about the amenities being planned forward each time. He said regarding housing in Attachment F, page 6, and BMR units that needed to be produced that lacking amenities and housing in the context of a project not yet approved could cause a loss of faith that those would be achieved. He said in balance that the commitments made and accomplished by Facebook in street and bicycle and pedestrian improvements were much appreciated. He said however that traffic was literally stuck in the morning and afternoon in Belle Haven and the Willows, and for anyone trying to get to Highway 101. He said in terms of meeting the commitment of the annual review that Facebook would be able to make a literal case that it had met it once the trip cap was resolved for the East Campus project. He said the community's concerns would remain unanswered and the larger promises of amenities for the Belle Haven side of the freeway and for housing remained unanswered.

Mr. Patterson said regarding trip caps that Facebook remained very committed to operating within those bounds and doing whatever they could to reduce traffic. He said the goal was less cars on the road and how to get people to Menlo Park using mass transit. He said they had a team dedicated to looking at how to accomplish that for Facebook employees and their direct traffic and also to focus on things they could do in Menlo Park and regionally to make the traffic and congestion experience better for everybody. He said regarding the current benefits to the community that he appreciated the speaker's comments (Pamela Jones) noting she had been a valuable community stakeholder. He said some of the benefits included were happening and were

benefits active in the community such as funding operations at the Belle Haven pool, the scholarship program for local youth, making sales tax fee payments to the City, the maintenance obligation support for Bedwell-Bayfront Park, and the bicycle and pedestrian improvements on Chilco Avenue. He said regarding the BMR units that they had explored a number of approaches on those. He said they had contributed funds to projects with BMR units such as the St. Anton's project and that increased that project's affordable units by 15 additional ones. He said most recently with Building 23 Facebook funded directly to the City to the BMR fund. He said for the most recent BMR fees Facebook engaged with the City to try to build those onsite.

Commissioner Riggs thanked Mr. Patterson for the response and valuable information about housing. He said probably the longest standing request for community benefit had been for a grocery store and that had been the most challenging thing to move forward. He said Facebook paid \$11,250,000 to the City. He asked if that was one payment in 2018 or split over 2016, 2017, and 2018. Acting Principal Planner Perata said it would be paid in five equal payments annually, and the first payment was made in 2018.

Commissioner Onken said regarding rental property preservation that the City had no statutory protection that rental properties would not become for sale properties. Acting Principal Planner Perata said the City did not have any ordinances that restricted conversion of rental apartments into ownership condominiums. He said they did have some Housing Element policies and programs related to net loss of units.

Commissioner Onken moved to make the findings for recommendation action #1 and #2, as well as #3 to be continued as shown in Attachment A. Commissioner Kennedy seconded the motion.

Vice Chair Barnes referred to Attachment F and 7.11, 7.13 and 7.15. He asked regarding the Dumbarton Corridor Study if the transportation corridor was from essentially East Palo Alto to Meno Park including the rail line that had been used between Redwood City and Menlo Park and then continuing over the Bay. Ms. Fierman said the current transportation study was from Redwood City to Newark across the currently defunct corridor. Vice Chair Barnes asked Facebook's interest in activating that rail. Ms. Fierman said Facebook was supporting a number of regional transportation initiatives with various agencies. She said the Dumbarton Corridor was a priority for the San Mateo County Transit District. She said Facebook as a good neighbor was providing support to complete a project that was studied many times to find possibly a realistic and viable solution to a major transportation issue in the South Bay. She said starting the past Saturday a public meeting on this study was held and there would be three more this week. She said in general their goal was not to just meet Facebook's needs but to address the major transportation issues all were facing. She said their goals aligned with the San Mateo County Transit District's goals. She said this project's objectives were supporting the results of the 2017 Dumbarton Corridor Transportation Study that was to alleviate congestion on the Dumbarton Highway Bridge and a way to move people across the South Bay. Vice Chair Barnes asked about the Dumbarton Rail Trail Study. Ms. Fierman said that was a different study.

Lauren Swezey, said the Dumbarton Rail Trail project was something they had been working on, but was currently on hold. She said when they knew more about what would be accommodated on the Dumbarton Corridor then they would or would not move forward with the Rail Trail depending on what SamTrans would allow them to do.

Vice Chair Barnes asked about Facebook's funding for the TMA and if there were stipulations for

what they wanted the money to be used for or was it given to Menlo Park for the City to figure it out. Mr. Patterson said the condition of the funding was feasibility and implementation strategy. Acting Principal Planner Perata said the funding would be used for a consultant to do a feasibility study and staff was in process defining the scope of the RFP for this. Replying further to Vice Chair Barnes, Mr. Perata said unless otherwise directed by the City Council the study for a TMA would be for the City itself and not the City as sub under a regional context.

Vice Chair Barnes asked if Facebook had data to share about traffic patterns and users' originations or destinations. Mr. Patterson said during the General Plan process good data about traffic, especially the Dumbarton Corridor, emerged such as 80% of the traffic going over the Dumbarton Bridge neither started or ended in Menlo Park. He said there were single-digit percentages of that traffic, which ended in Menlo Park. He said they had expressed support to the City about what they could do to help make some of the findings from the Transportation Master Plan (TMP) a reality and remained committed to help making those possible if the City was amenable to doing that. He said Facebook was data driven but they could not share employee data, but they could help in other ways.

Vice Chair Barnes referred to 7.15 the Regional Transportation Forum. Ms. Fierman said that would kickoff in March with a stakeholders' meeting. She said Facebook was supporting several regional transportation initiatives so the input from the various initiatives could inform the decision making in the Dumbarton project.

Mr. Patterson said since Facebook last met with the Planning Commission, they had expanded to five different Bay area locations, and announced offices in San Francisco, Burlingame, Sunnyvale, Mountain View and Fremont too. He said they were approaching transportation both regionally and locally. Vice Chair Barnes said quantifying the local challenges was very important as the City was in the middle of its TMP process. He said for any of the larger trip-generating entities in the City the question was who was responsible for what, and how much of the traffic through Willow Road, Middlefield Road and downtown was Facebook. He said data-driven factual analysis was very important for understanding what the burdens currently were and what they would be with net new office space coming online. He said he thought future entitlement for Facebook would require an understanding of these traffic elements.

Vice Chair Barnes referred to Attachment F, 8.11, 8.12 and 8.13 collectively as it related to the housing inventory and local supply, housing innovation fund, and affordable housing preservation pilot program. He asked what Facebook was solving with these funds and what it felt its responsibility was. Mr. Patterson said through community outreach process that was much of the impetus for the DA investments they were looking at preserving and protecting affordable and workforce housing in the local community. He said people in the outreach acknowledged those were great goals but asked why people were being displaced. He said that quest for data was what led to the housing study and also for it to be community rather than consultant led. He said stories out of the study led to a commitment for an accessory dwelling unit initiative by Facebook outside of a DA.

Vice Chair Barnes asked if Facebook saw a nexus between its development and the displacement of individuals. He asked how community was defined – if it was Belle Haven, Belle Haven and East Palo Alto, or Belle Haven and Menlo Park. He asked what the impacted communities were and what the local impacts were. Mr. Patterson said any area in close proximity to them they considered local community noting Belle Haven, Menlo Park as a city, East Palo Alto, and North

Fair Oaks. He said they were trying to address different concerns and issues in the different parts of the community. He said through the community type of agreements they saw themselves helping to bring the voice of the community forward, and they committed to certain things if they could help by contributing money or time. He said studies had been funded and then funding provided for implementation so that recommendations were not just shelved.

Vice Chair Barnes asked if there were projects in the queue for entitlement that would still incur BMR fees. Mr. Patterson said they completed Building 21 six months prior and their BMR fees were about \$6.5 million. He said the discussion there was whether they just submitted payment or found a way to deliver actual BMR units. He said they had been asked to consider doing the actual units on Willow and they were committed to trying to build rather than paying the in-lieu fee. He said they had committed to paying fees for Building 22, which was under construction, and the hotel, which would also generate BMR fees.

ACTION: Motion and second (Onken/Kennedy) to approve the actions recommended in the staff report; passes 6-0-1 with Commissioner Goodhue recused.

1. Make a finding that the Annual Review of the Development Agreements has no potential to result in an impact to the environment and does not meet the definition of a Project under the California Environmental Quality Act (CEQA).
2. Make a finding that Facebook has implemented the provisions of its West Campus and Campus Expansion Development Agreements and associated amendments during the 2017 – 2018 Development Agreement Review Year.
3. Continue the review of Facebook's implementation of the provisions of its East Campus Development Agreement during the 2017 – 2018 Development Agreement Review Year to a future meeting.

F5. Use Permit and Architectural Control/Juan Guillen/1305 Willow Road:
Request for a use permit and architectural control for an addition to the rear, and construction of a new covered porch around the side and front, of a grocery store in an existing commercial building. The subject property is on a lot in the C-2-B (Neighborhood Mixed Use District, Restrictive) zoning district. The proposal includes a request to modify the operating hours limited in this zoning district, from 8:00 a.m. – 8:00 p.m., to 5:00 a.m. – 9:00 p.m. inclusive of deliveries. The applicant is proposing outdoor seating for customers, and outdoor storage of items for sale within the building such as produce carts, propane tanks, and water. The proposal also includes a request for sign review to allow red and yellow colors exceeding the 25-percent limitation on bright colors in the sign design guidelines. Circulation for the site is proposed to utilize a portion of Frontage Road that the City Council has begun the process to abandon. Should the abandonment be approved, a portion of Frontage Road would be acquired by the owners of the subject property and circulation would be accommodated on site. Otherwise, circulation would utilize the Frontage Road right of way. The parking lot is proposed to be re-striped to meet the parking standards. *Continued to the PC meeting of March 11, 2019.*

F6. Public Right-of-way and Public Utility Easement Vacation/MidPen Housing/Portion of Frontage Road along 1300 Block of Willow Road: Planning Commission review for consistency with the General Plan related to the proposed vacation of public right-of-way and public utility easements adjacent to 1305 and 1345 Willow Road. A portion of the abandoned public right-of-way and public

utility easements would go to the two adjacent property owners. *Continued to the PC meeting of March 11, 2019.*

G. Study Session

- G1. Study Session/Andrew Morcos/141 Jefferson Drive/180-186 Constitution Drive:
Request for a study session review for a future application for use permit, architectural control, environmental review, lot line adjustment, and major subdivision to redevelop three sites with approximately 483 multi-family dwelling units comprised of 42 for-sale condominium units, and 441 rental units split between two apartment buildings with above grade two-story parking garages integrated into the proposed seven-story buildings, located in the R-MU-B (Residential Mixed Use, Bonus) zoning district. The project sites currently contain two single-story office buildings that would be demolished. The proposed approximately 42 condominium units would contain approximately 79,192 square feet of gross floor area. The proposed approximately 441 apartment units would contain approximately 393,726 square feet of gross floor area. The proposed combined floor area ratio for the project would be 225 percent. The proposal includes a request for an increase in height and floor area ratio (FAR) under the bonus level development allowance in exchange for community amenities. (Staff Report #19-010-PC) *Continued from the PC meeting of February 11, 2019*

Staff Comment: Senior Planner Tom Smith said three pieces of correspondence were received after publication of the staff report. He said one was from Sequoia Union High School District regarding the project's interaction with the new high school being constructed across the street from it. He said another was from Adina Levin with questions regarding a potential mix of commercial or other amenities for tenants of the project as well as bicycle lanes and circulation proposed around the site. He said the last was an email from Cheryl Bims requesting dialogue with the Belle Haven Neighborhood Association.

Applicant Presentation: Andrew Morcos, Senior Development Director for Graystar, Menlo Park, said his firm joined the Menlo Park community in 2013 when they started working on Elan Menlo Park, which was completed in 2017. He said they turned an underutilized warehouse and storage site on Haven Avenue into a 146-rental, multi-family community. He said that project was approximately 95% leased. He said Graystar had done similar projects across the peninsula, partnering with cities to start construction or complete housing projects in San Francisco, Redwood City, Menlo Park, Mountain View, Sunnyvale, and San Jose.

Mr. Morcos said the proposed project was 100% housing with 441 for rent multi-family units and 42 for sale townhomes. He said the mix was driven by local and regional demand for varied unit options. He said 15%, or 70 units, would be affordable and at an equal mix of very low, low- and moderate-income levels. He said they would be equally distributed across the unit types and the affordable units would effectively be indistinguishable from the market rate units.

Mr. Morcos said they knew traffic was the greatest concern, and their goal was to get cars off the roads. He said every individual that lived in this project and could walk or bicycle to work without driving would take a car off the road. He said the project was pedestrian and bicycle friendly with nearly 800 bicycle parking spaces and a resident bicycle repair shop on the ground level.

Mr. Morcos said Menlo Park had some of the most environmentally ambitious goals in the country. He said this project would be certified LEED gold, would operate with 100% renewable energy, and

provide substantial EV charging possibilities. He said the project would have an automatic parking system that would reduce the parking footprint by at least 40% and was among the most environmentally-friendly ways to build a garage. He said their paseo connected Jefferson to Constitution and was designed to be a lively, pedestrian pathway.

Mr. Morcos said they had reached out to the Belle Haven Neighborhood Association, Ravenswood and Sequoia Union School Districts and would specifically work with Tide Academy across the street to provide a safe environment for students and residents.

Mr. Morcos said Heller Manus was the lead architect for the multi-family part of the project and across the entire project. He said KTGy was the townhome architect and PGA Design was their landscape architect. He introduced Clark Manus with Heller Manus to do a project presentation. He said they had provided copies of the presentation to the Commission at the dais.

Mr. Clark Manus, project architect, said staff had identified a couple of items that they would easily work on so their project would be fully compliant. He provided a visual presentation that covered various diagrams related to the organization of the project on the site. He said due to projected sea level rise criteria that every car had to be +3 above existing grade and habitable spaces +5 above existing grade.

Ms. Karen Krolewski, PGA Design, said they believed Menlo Uptown would be a cohesive site integrating the multi-family apartment buildings with the townhomes. She said the site challenge was elevating the entry five feet to accommodate the future projected sea level rise. She said the paseo would connect the surrounding streets of Constitution and Jefferson Drives providing amenity for the site. She said the layout was to foster connection between the two sites and share the public open space between the two developments. She said they were creating a pedestrian oriented space and the street frontages were enhanced with street trees, planting buffer between sidewalk and street, public art and benches. She said the paseo would provide an activated green space for walking and socializing with plenty of space to live, work and play. She said there was a strong connection from the multi-family housing to the adjacent townhome courtyard by the paseo while providing fire department access. She said the paseo had a modulating pathway that maintained the required 10-foot minimum to 14-foot maximum width that would encourage a walking zone and provide seating as well as a walk zone for bicycles. She said they thought greatly about activating the paseo and believed the resident amenities of dog wash, bicycle repair, bicycle locker and dog walking area would activate the paseo best. She said the paseo features included bicycle parking, benches, connections to the adjacent townhouse property, pedestrian scale lights, decorative paving and shade canopy trees. She said public art would be featured along the pathway connection. She said the stormwater treatment in this location would be achieved by a new stormwater technology that would allow the pavement to be usable and not delegate it to the fire treatment planting area. She said the treatment would occur below grade in a suspended paving system and utilize large shade trees. She said the trees would grow healthily as they would have a generous supply of soil. She said the entrance to the paseo and west access lane would rise gently up to accommodate the projected sea level rise. She referred to sheet L3 and said the south end of the multi-family building was a mirror reflection of the northern building. She said the space between the two multi-family buildings would feature a dog play area, dog exercise equipment and artificial turf zone. She said the trees would also utilize the same stormwater technology described for the paseo. She said the emergency vehicle access lane on the west side was a flexible use zone with accent paving that would integrate stormwater treatment. She said the front entry ramp to each of the buildings would feature a switchback ramp integrated with stairs

and allow for a greened approach to the building up the five feet change in grade. She said they and would provide for a patio at the entry to the building and seating at the street level. Referring to sheet L4, she said the paseo connected the multi-family site to the townhome courtyard space. She said the multi-family and townhome sites were at the same elevation and would unify the site. She said the townhome front doors would be oriented to the paseo. She said there would be shared driveway space with decorative paving between the first two rows of the housing. She said the shared courtyard featured walking paths, lawns and plantings suitable for community and outdoor play. She said the houses opened at the streetscape with front porches and stoops with an accessible ramp that would lead from the street to the interior courtyard space. She said at the street benches would activate it and contribute to providing a publicly accessible open space and a venue for public art.

Mr. Manus said staff had posed four questions for the Commission's consideration about the proposal regarding the publicly accessible open space, architectural design and materials, density, and the overall approach. He said since their previous session with the Planning Commission they had taken a closer look at the publicly accessible open space. He said they would well exceed the requirement of that.

Commissioner Onken asked about the zoning on the three lots noting the two larger lots had a different height limit and density versus the townhomes. Senior Planner Smith said they were treating the project as an entire development site. He said the development regulations were shared across the entire project. Commissioner Onken referred to the sectional height of the apartment site noting a very tall area in the podium for the stackers. Mr. Manus said one of the things relative to the height was that the average of the height across all the buildings needed to be less than 62.5 feet, which it was. He said regarding the parking section that they had worked with a parking consultant and the dimension was actually 32 feet, which was driven by creating clear floor to ceiling heights of nine feet with 15-inch assembly for floors. He said the building height was no taller than 85 feet, so it was below life safety. He said the parking envelop was 32 feet from grade from which five feet needed to be deducted for projected sea level rise. Commissioner Onken said three level stackers normally worked out to be 18-foot, six-inches. He said with the three feet added there still seemed to be an extra 10 feet in height. Mr. Manus said there should not be. He said as designed it was very tight and they had worked closely with a consultant on this standard parking system.

Vice Chair Barnes referred to page 2 of the staff report under project analysis and the protentional for a conditional development permit. Acting Principal Planner Perata said the language was from the City's ordinance but this project would not require a conditional development permit. Vice Chair Barnes asked about the height calculation across multiple sites for average site noting prior discussions about the methodology for that. Senior Planner Smith said the calculation was taking the square footage of the floor plate per section of the building. He said for an area that was 98 feet in height and rectangular that would be counted and then multiplied by height to accomplish actual volume of the space. He said that would be done across the site. He said for this project they were at 62+ feet because of the lower height of the town homes averaged against the taller heights of the multi-family buildings. He said that was within the threshold for the project's zoning district. Replying to Vice Chair Barnes, Senior Planner Smith said it was the square footage of the ground plate and not the gross floor area of the mass.

Commissioner Doran said the project was proceeding under the bonus level and asked what the maximum height would be allowed under standard development and not bonus level. Senior

Planner Smith said the average height would be 48-feet for base level development that included the 10-foot accounting for sea level rise. He said the maximum height would be 50 feet for any part of the building.

Vice Chair Barnes opened the public comment period

Public Comment:

- Pamela Jones, Menlo Park, said it would be nice to have full sized documents suggesting those might be located in the library a couple of days prior to the meeting for residents to review. She said housing was needed. She said when you added up this project, Sobrato's and another one, those would create 1300 units in the same area. She said for-sale condominiums were desirable noting communities were stronger the more property ownership there was. She said during the ConnectMenlo workshops on the M2 she did not recall Sequoia Union School District present, so she was not aware of Tide Academy in this area. She said she had requested story boards so the public could see all of the proposed projects in the area. She said staff did those, but they were not at the hearing this evening. She requested that traffic be mitigated before breaking ground on this project noting there had to be a traffic plan. She said the problem with the ConnectMenlo for the M2 was that there was no traffic mitigation. She further requested that Graystar and other developments coming forward look at how they could pencil in 20% BMR affordable housing. She said the cost of living in the area was extraordinarily high.
- David Erhart, Belle Haven, said this development raised the question of where its cars would go. He referred to the 800 bicycle parking spaces and said he was not sure what that would do to reduce traffic. He said if something was not done with mitigating vehicular traffic from this project site that the few access points for Belle Haven would be blocked even more. He said with the Facebook Chilco bus terminal in the area that this project would create an even worse living experience for people living in Belle Haven.

Vice Chair Barnes closed the public comment period.

Commission Comments: Commissioner Onken said regarding this project stopping traffic on Jefferson and Constitution Drives that its scheme was somewhat self-regulating as with stackers vehicles could not exit every 45 seconds so cars exiting the site would be staggered. He said he had a sense that the apartment blocks were too tall and the townhomes too small in comparison. He said he thought the townhome site could be the site for another, more modest apartment block or larger ownership block rather than the typical KTG product. He said that would allow the other two much larger buildings to perhaps reduce by one story, which he thought would be more palatable to the area.

Commissioner Strehl asked about the anticipated population increase with the project and the number of vehicles equated to that. Mr. Morcos said they had not done a study around how many people would be in the studios. He said there was a mix of studios, one-, two- and three- bedrooms and the condominium units. He said he would need to get back to them on an estimate. He said the project was parked at 1.2 spaces per unit for a total of 582 parking spaces.

Commissioner Strehl said the multi-family buildings were large and bulky and kind of out of character for the area. She said the biggest concern focus was traffic and the fact there were no

amenities in the area for the people who would reside at the project such as grocery store, drug stores, or banks. She said located east of Highway 101 residents would have to cross freeway traffic to get to amenities, which was already a very congested area. She asked about rental rates. He said they would have very low, low- and moderate-income units with an equal distribution of each.

Commissioner Riggs said the density of the apartment buildings were very urban. He said if the block was not all residential and the first two levels were amenities that might support the project. He noted the parking would probably limit the number of vehicles tenants had. He said that residents would need cars for trips that were either rentals or Uber or Lyft and those were still cars on the roadway. He said practically speaking that the 582 parking stalls would fill quickly. He said there were 35 guest spots for 483 homes and that seemed lacking. He said he agreed with staff's comments on page 6 of the staff report. He said roof decks in a building east of Highway 101 were affected by strong winds from the Bay. He said this project would affect Marsh Road more than Willow Road and that would affect Suburban Park and Lorelei Manor more directly than Belle Haven. He noted he was glad the applicant was getting input from Belle Haven residents. He said regarding green space of 20 feet between two big buildings that it was a connection as a walkway for a shortcut from Jefferson Drive to Constitution Drive. He said it did not provide space for hanging out and he did not see that green space was really achieved. He said some of the images showed good residential character for the apartment buildings and townhomes. He said to handle the massiveness of the apartment buildings that more than architectural detailing was needed and more than the code-required intervals.

Mr. Morcos said regarding the service amenities mentioned by several Commissioners they would be engaging in a community amenities process with the City noting they had just received the appraisal instructions in January. He said their intention was to provide amenities in line with what had been requested in the ConnectMenlo process. He said with staff support they would go out to the community including Belle Haven and Menlo Park at large to update those which had been put forward about three years earlier and to understand what needs and wants they could incorporate into their site. He said in terms of the massing they could look at more modulation to reduce it and that he understood the overall comment. He said their intent was to provide a diversity of living situations. He said ownership in this area would make it livelier and a different sense of community than just for-rent apartments. He said regarding where people would hang out, he understood that the paseo was not that large but there was a significant amount of resident amenity space. He said there was over 10,000 square feet in the first level of the buildings and the third level podium courtyard including a club room. He said there were minor rooftops on the seventh level about 700 square feet each. He said their intent at providing amenities at the first and second levels was to encourage activation of the paseo and to make it a place people saw themselves hanging out in.

Commissioner Onken said regarding open space that they carefully put in the space for fire access, for the paseo, and looked at building separation and what they ended up with met the requirements for needed open space. He said open space was not just space without a building but space beneficial to the residents and neighbors. He said the northwest facing courtyards had swimming pools that would not see sunlight and cabanas with shade structures that were unnecessary as the area would be totally shaded. He suggested fewer units and removing a couple of stories so it would be less intense, and he thought a much better project. He said he was having a hard time supporting it as presented. He said he appreciated little things like the bicycle parking lined up with the paseo and common facilities facing both Constitution Drive and Jefferson Drive. He said there might be pressure for a non-residential service of some sort. He said he could

see the site rethought without the townhomes as that would create more open space and lower the intensity, which would be a project he thought people could support.

Commissioner Kennedy asked who the expected residents were noting she had heard workforce housing and opportunities for young families. She said the largest demographic in the area were baby boomers many of whom were post-work. She said it was increasingly difficult for them to find housing to fit their needs. She said Menlo Park had nothing like Channing House in Palo Alto for seniors, which had amenities such as urgent care. She said seniors not wanting to own a car any longer could not get anywhere to buy anything. She suggested if the applicant refocused toward supporting senior housing and amenities for that she could support the project. She said too that might open the conversation for other developers to do something similar as senior housing need was an enormous crisis.

Mr. Morcos asked about amenities that would support senior housing. Commissioner Kennedy said somewhere to buy basic groceries other than at convenience stores, a full-service pharmacy, or an urgent care that would satisfy the entire community and not just seniors. She said places where a person 65 years or older would not feel like they stuck out in terms of the group demographic. She said maybe a center to socialize in and take classes. She said they could look at things like kiosks such as an Amazon Prime kiosk where a person could order groceries to be delivered to the front desk and that the concierge could bring up to the unit. She said there was a lot of money that resided in people over 65 years of age so if there were opportunities for them to stay locally that might work really well. She said they needed to change some as to what group they were building for in the community and what they amenitized. She said they did not need another fitness center or place to get a haircut. Mr. Morcos said they could certainly engage with that community.

Commissioner Doran referred to a comment made by Commissioner Onken to rethinking the distribution of the high- and low-density housing on the lot especially with reference to the email in the record from Matthew Zito, Sequoia Union School District. He said Mr. Zito's concern was about the bulk of the building being directly across from Tide Academy. He said without taking away from the more ambitious Commission suggestions made that he would like to hear the applicants' thoughts about rearranging the densities on the site so that lower height and density would face the school.

Mr. Morcos said for 100 units per acre that the layout as presented was best noting they had studied various iterations. He said orienting the townhomes toward Constitution Drive made sense as Menlo Gateway was down the street and a new office building was being built off Jefferson Drive. He said they saw Jefferson Drive as a higher density area than Constitution Drive.

Commissioner Riggs noted the almost 800 bicycle parking spaces. He said bicycle use had not materialized as hoped even when it was subsidized. He said last week the company for bicycle rental services for several Peninsula cities started pulling its bicycles off the market as they found it was simply not sustainable even with the municipalities providing various forms of subsidy. He questioned in terms of the TMP how much could be achieved in the future with bicycles until there was viable public transit in the area.

Responding to Vice Chair Barnes, Mr. Morcos said the typical mix for apartments was 75% studio and one-bedroom and the remainder two- and three-bedroom units. Vice Chair Barnes referred to Elan Menlo Park on Haven Avenue and asked if there was a sense of how many of the tenants worked in Menlo Park or specifically the Facebook area. Mr. Morcos said his impression was the

majority of tenants worked in Menlo Park and Palo Alto. Vice Chair Barnes asked what their expectation was for this project's tenants and where they worked. Mr. Morcos said he hoped the majority or at least 60% of people who would live at this project would work in this area and might walk or bicycle to work. He said the encouragement to live in this area was because it was closer to work. He said whenever anyone lived closer to work that was less vehicle miles on the road. He said generally that was the principle they were trying to encourage and that ConnectMenlo was trying to encourage providing housing near jobs. He said they knew from the Elan Menlo Park apartments that there were a lot of bicyclists and they used the Bayshore path to get to work.

Vice Chair Barnes said their description letter indicated the project would alleviate traffic and asked how they would quantify that. Mr. Morcos said they had done research and would provide the Planning Commission on how traffic was alleviated by providing housing near jobs. He said one statistic was that for every 10% increase in the number of people living within four miles of their job there was a 3.3% decrease in vehicle miles traveled.

Vice Chair Barnes said in the staff report there were six or seven specific questions and asked whether those needed to be addressed further. Senior Planner Smith said some of the questions had been touched upon by comments made by the Commission. He said it would be helpful to have more discussion about the open space as it related to the proposed entrances to the buildings and the proposed open space in the townhome area as well as the location of the fire lane next to the paseo.

Vice Chair Barnes said in looking at the designation of the green space in front of the townhouse units between the buildings and Constitution Drive that it was not plausible to consider people's front yards as open space. He said also he had a hard time seeing the open space in between the townhomes as really open as it served as the entry points for the units. He said individuals would be reticent to go into someone's front yard and use that as open space. He said much of the open space seemed to run conceptually with the townhome units. He said at a general level the open space fulfillment as proposed needed reconsideration.

Mr. Morcos said they were willing to work with staff to get to that point noting they were considerably over what open space was required. He said there was significant space in front of the townhomes before the sidewalk on Constitution Drive. He said if they zoomed in on that with some benches and public art that some part of the front yards could comfortably be found open space by the Commission. Vice Chair Barnes said the delineation would have to be large enough so it qualified as a space someone would go to and not seem proprietary and running with the particular property.

Mr. Manus said between the street level and the first level of the units there was five feet of height. He said they had more than exceeded the amount of open space and were trying to make publicly accessible open space more significant. He said they were widening the sidewalk and leaving a smaller front yard for the town homes and using the entire frontage of Constitution Drive more with benches against the changing grade for people to sit and rest or socialize. He said they would solve to create more of a linear park along the sidewalk and street frontage of Constitution Drive.

Vice Chair Barnes asked about the interior green space. Mr. Manus said the space was what he called a meandering public-private walk. He said it did not mean the space there was private. He said it was space that you could wander through. He said in certain instances there were private decks but the remainder of it was common area. He said whether one lived in the townhomes or

the multi-family units a person could go there and sit. He said it was like a linear park. He said pursuant to the discussion on the street frontages they had begun to remove that number as defined as publicly accessible and focus more on street frontage and how to get into the edge of the site and then through the paseo through the block. He said he saw the space as a special place not on the street that was a little more private to be enjoyed and that a member of the public would not be prevented from going to.

Vice Chair Barnes asked about the fire lane. Senior Planner Smith referred to the diagram on screen that showed the paseo and directly next to it the u-shaped fire lane that ran around the townhome site. He said staff's question was whether the Commission felt that paseo was appropriately activated with a sense of liveliness and uniqueness that they would like with the fire lane directly there or would it be better to have buildings directly up against their side of the paseo to give it a different feel.

Mr. Manus said a lot of turning radius was based on equipment and predicated on slopes noting that it went from 0 to +3 so grades were critical relative to getting off the street and getting fire vehicles there. He said they were proposing that the fire lane basically made the ground plane. He said the constraint was that they had really done everything they could to make sure the Fire Protection District felt that they had adequate access to the many sides of the buildings. He said that was what defined the configuration relative to how the slopes of the grade needed to occur.

Replying to Vice Chair Barnes, Senior Planner Smith said that sounded consistent with what they had heard from the Fire Protection District regarding other projects.

Vice Chair Barnes said the Commission was requested to consider and provide direction on the appropriateness of the individual unit to have two parking spaces as long as the average number of parking spaces per unit for the overall project did not exceed 1.5 parking spaces. He said looking at the overall numbers for the project he did not have a problem with the parking spaces as called out recognizing Commissioner Riggs' observation about guest parking easily taken up by one unit's Super Bowl party. He said they were asked to consider materials and colors. He said he had no position on that, but other Commissioners could provide input. He referred to the question about tenant amenities located along the paseo to increase the functional advantage of having windows and transparent storefront in the area providing vibrancy and activity on the paseo. He said related to Commissioner Onken's comment regarding easy accessibility to bicycles that the paseo in his opinion while a good access route would not represent an activated location. Mr. Morcos said the proposal had a bicycle repair shop and dog wash at the corner of the site toward the middle of the paseo. He said there was also a dog run.

Commissioner Onken said one side of the paseo backed townhomes and was clearly those units' back doors. He said he took back the value of the bicycle storage on the paseo as he thought it would be much better to have two-story or flexed townhomes with stoops on the paseo.

Mr. Morcos said their experience with having townhomes fronting the paseo was typically the blinds were drawn and with the grade differential they would need to have a corridor on the interior to provide point of access. Mr. Manus said stooped units were not legal in a multi-family project as those did not provide accessibility. He said they had looked at this and it became a long, linear corridor so they looked at uses that would require more pedestrian traffic. He said bicycles seemed most logical and they decided the amenities were much more effective on the street side for visibility. He said the paseo was a path from one street to another, but the path was also for

walking your dog, walking with your friend(s), or getting your bicycle. He said it was less about a muse, which for a resident would be much more constrained.

Commissioner Onken said the project felt like it was the result of things they had to do and not things they wanted to do.

Commissioner Doran said the paseo was one of the most important features of the development. He said he walked along Jefferson Drive and it was a very long block. He said with the high school going in across the street and depending on whether development happened in this area, he thought at certain times of the day there would be a lot of students with their bicycles using the paseo to get through. He suggested that if they squeezed out the open space anyplace else to be reallocated that he would like to see it allocated to the paseo. He said having the fire lane next to the paseo was very appropriate and useful. He thought it would become an overflow lane for the paseo for bicyclists and walkers.

Vice Chair Barnes said the project accomplished its density, but he had a hard time seeing a space that people would go to recreate in open space for that purpose. Mr. Manus said there were two categories of open space that they were addressing. He said one was associated with the resident population and the more active spaces were for the residents. He said the paseo and the muse were part of the common open space. He said he was hearing that Commissioner Barnes wanted to see something more parklike in character for passive or active use rather than something more circulation based.

Responding to Vice Chair Barnes, Senior Planner Smith said staff had enough details to work with the applicant and bring back a revised proposal at some date in the future.

Responding to Vice Chair Barnes, Mr. Morcos asked what the Commission's position was on the massing of townhomes and multi-family buildings noting he had heard Commissioner Onken's position on that. He asked if modulation on the multi-family buildings would help or if there was anything else.

Commissioner Riggs said he did not think modulation would help as it was just a big building. Commissioner Onken said he agreed.

H. Regular Business

- H1. Housing Element Annual Report/City of Menlo Park:
Opportunity to consider and provide comments and/or a recommendation to the City Council on the 2018 Annual Report on the status and implementation of the City's Housing Element (2015-2023). ([Staff Report #19-014-PC](#))

Vice Chair Barnes noted that Commissioners Kennedy and Strehl would need to leave at 11 p.m.

Staff Comment: Acting Principal Planner Perata introduced Michael Noce, Management Analyst in the Housing Division. He said after the printing of the staff report, they identified that they had added three additional secondary dwelling units permits. He said the total of housing units added for this cycle was 44 new units. He said they would update their reports moving forward.

Vice Chair Barnes opened the public comment period and closed it as there were no speakers.

Commission Comment: Commissioner Kennedy asked where they expected to be net new at the end of this year. Acting Principal Planner Perata said they would not know until the end of the year as reporting was based on permits issued. He said some projects were in the entitlement process and some entitled but not constructed. He said that a significant increase in units was a potential just with the 1300 El Camino Real project as that would have 41 net new units.

Commissioner Onken asked if they were on track to meet ABAG's assessment of housing needs. Mr. Noce said there was a total of 32 low income units that were a year or two out, and an additional eight moderate income units including at 133 Encinal Avenue two moderate income ownership units. He said for Station 1300 there were six additional moderate-income ownership units. He said for market rate total they were estimating 451 units over the next couple of years. Commissioner Onken said it sounded like they were progressing. Mr. Noce said Menlo Park was one of the few cities in California that met the SB35 requirements for streamlining. He said they were on track as far as their housing needs.

Commissioner Riggs asked about secondary dwelling units in 2018. Acting Principal Planner Perata said they added 15 secondary dwelling units and those were attributable to BMRs in the state's reporting. Commissioner Riggs asked about the 500 El Camino Real project as that seemed to have stopped. Acting Principal Planner Perata said he would have to get back to him about that.

Vice Chair Barnes asked about reporting to school districts on projects that would impact school resources. Mr. Noce said his understanding there was a representative from the Planning Division who actually reported to the school districts on a regular basis. He said he would need to get more information about that. Vice Chair Barnes said it was great that it was happening; he said the feedback he heard was that it could be better. He said housing was important to the community but also it was important that their schools were resourced well to accommodate increases in student population.

ACTION: Motion and second (Barnes/Kennedy) that the Planning Commission recommends that the City Council accept the 2018 Housing Element Annual Progress (APR) Report; passes 5-0-2 with Commissioner Riggs abstaining and Commissioner Goodhue recused.

I. Informational Items

I1. Future Planning Commission Meeting Schedule

- Regular Meeting: March 11, 2019

Acting Principal Planner Perata said for the March 11 meeting, there were two items continued from this evening's meeting and a study session for a multi-family project on El Camino Real. He said there were a couple of single-family residential projects and an R-4-S compliance review of MidPen's 1345 Willow Road project.

- Regular Meeting: March 25, 2019
- Regular Meeting: April 8, 2019

J. Adjournment

Vice Chair Barnes adjourned the meeting at 11:04 p.m.

Staff Liaison: Kyle Perata, Acting Principal Planner

Recording Secretary: Brenda Bennett



STAFF REPORT

Planning Commission

Meeting Date: 3/11/2019
Staff Report Number: 19-015-PC

Public Hearing: Use Permit/Erica Hsu/510 Olive Street

Recommendation

Staff recommends that the Planning Commission approve a use permit to demolish an existing single family residence and construct a new two-story single-family residence on a substandard lot with respect to lot width in the R-1-S (Single-Family Suburban Residential) zoning district, at 510 Olive Street. 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 on Olive Street in the West Menlo neighborhood. The surrounding homes also share the same R-1-S (Single Family Suburban Residential) zoning designation. A location map is included as Attachment B.

The surrounding area contains mostly older single-family residences, with some newer single-family residences. The older residences are generally single-story, while the newer residences are generally two-story in height, with attached front-loading garages. A variety of architectural styles are present in the neighborhood, including craftsman, ranch, and contemporary.

Analysis

Project description

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

The proposed residence would be a five-bedroom, four-bathroom home, with bedrooms on both the first and second floor and most of the shared spaces on the main level. The proposed residence would include a one-car garage accessed from Middle Avenue and one uncovered space adjacent to the front entry

porch accessed from Olive Street. Together, these would meet the residence's off-street parking requirement.

The proposed project would adhere to all Zoning Ordinance regulations for lot coverage, floor area limit (FAL), height, daylight plane, and parking. Of particular note with regard to Zoning Ordinance requirements:

- The parcel is substandard with regard to lot width, at 75 feet where 80 feet is required.
- The second floor would be relatively limited in size, at 27 percent of the maximum FAL, where 50 percent is permitted.
- The second floor would be inset from the side property lines.
- The parcel is on a corner lot, with the garage located on the corner side (Middle Avenue). As required, the garage is set back 20 feet from the corner side (whereas the residence itself has twelve feet corner side setback requirement).
- There is a balcony proposed above the garage, and the rear of the house, which is also set back 20 feet from the side property line, and over 40 feet from the rear property line.
- The proposal includes a covered front porch with three columns as part of its design. Two of these detached columns are located a foot from the front of the residence, and are proposed to create visual interest at the front entrance.

Design and materials

The applicant states that the proposed residence would be a contemporary style residence. The exterior materials consist of a mix of light-colored stone veneer, wood siding, and stucco. The roof would be a standing seam metal roof, with galvanized iron gutters and downspouts. The front door would be wood, and the residence would have several bay windows. The design would include a second story balcony, and several covered porches. The mix of materials and variety of decorative elements would provide articulation to the façade.

The second-story windows on the sides would have varying sill heights between three feet and six feet. The applicant states that due to the densely landscape surroundings, taller ceilings and windows would help brighten the interior space. The existence of several medium to large trees would provide good screening for the proposed windows from both the streets, as well as the nearby residences. Additionally, while the front entry porch is 20 feet from the property line on Olive Street, the rest of the residence is over 35 feet set back (where 20 feet is required). On Middle Avenue, in addition to the garage being 20 feet set back, the majority of the residence is 22 feet from the corner with the roof overhang being 16 feet set back (where the required minimum setback is 12 feet).

Staff believes that the architectural style of the proposed residence would be generally attractive and well-proportioned. The second level would be inset from the ground floor, helping minimize the perception of mass and providing a privacy buffer for neighbors. The roof would feature varying massing with gable projections, as well as some flat-roof sections, which would also help reduce the bulk and mass of the proposed residence.

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, based on their health. As part of the project review process, the arborist report was reviewed by the City Arborist to confirm the accuracy of the conclusions of the report. All recommendations identified in the arborist report shall be implemented and will be ensured as part of condition 3g.

There are 22 trees located on or near the property, six of which are heritage size trees. All heritage trees are proposed to remain. Trees #1-4 are Modesto ash trees located between the proposed residence and the street, along Middle Avenue, in the public right of way. A Tree Protection Plan will be put in place around these street trees and, per the City arborist's recommendation, the owner verifies that, if she installs the driveway on grade with the biaxial geogrid, the finished grade of the driveway will be raised. Tree #7 is a Deodar cedar tree (located to the left of the proposed residence) and tree #11 is a redwood tree (located in the front right corner near the intersection of Middle Avenue and Olive Street). Both of these trees would also be protected by a Tree Protection Zone (TPZ), which is laid out in the attached arborist report (Attachment F).

Correspondence

The applicant states that they sent an outreach letter to all neighbors within the 300-foot radius, and that one neighbor has responded stating their "intention not to oppose." The applicant states that they have received no other correspondence about the project. This applicant's outreach summary is included as Attachment G.

Conclusion

Staff believes that the design, scale and materials of the proposed residence are compatible with the surrounding neighborhood. The contemporary architectural style of the proposed residence would be generally attractive and well-proportioned. The second level would be inset from the ground floor, helping minimize the perception of mass. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

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

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Public notification also consisted of publishing a notice in the local newspaper

and notification by mail of owners and occupants within a 300-foot radius of the subject property.

Appeal Period

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

Attachments

- A. Recommended Actions
- B. Location Map
- C. Data Table
- D. Project Plans
- E. Project Description Letter
- F. Arborist Report
- G. Applicant Summary of Neighbor Outreach

Disclaimer

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

Exhibits to Be Provided at Meeting

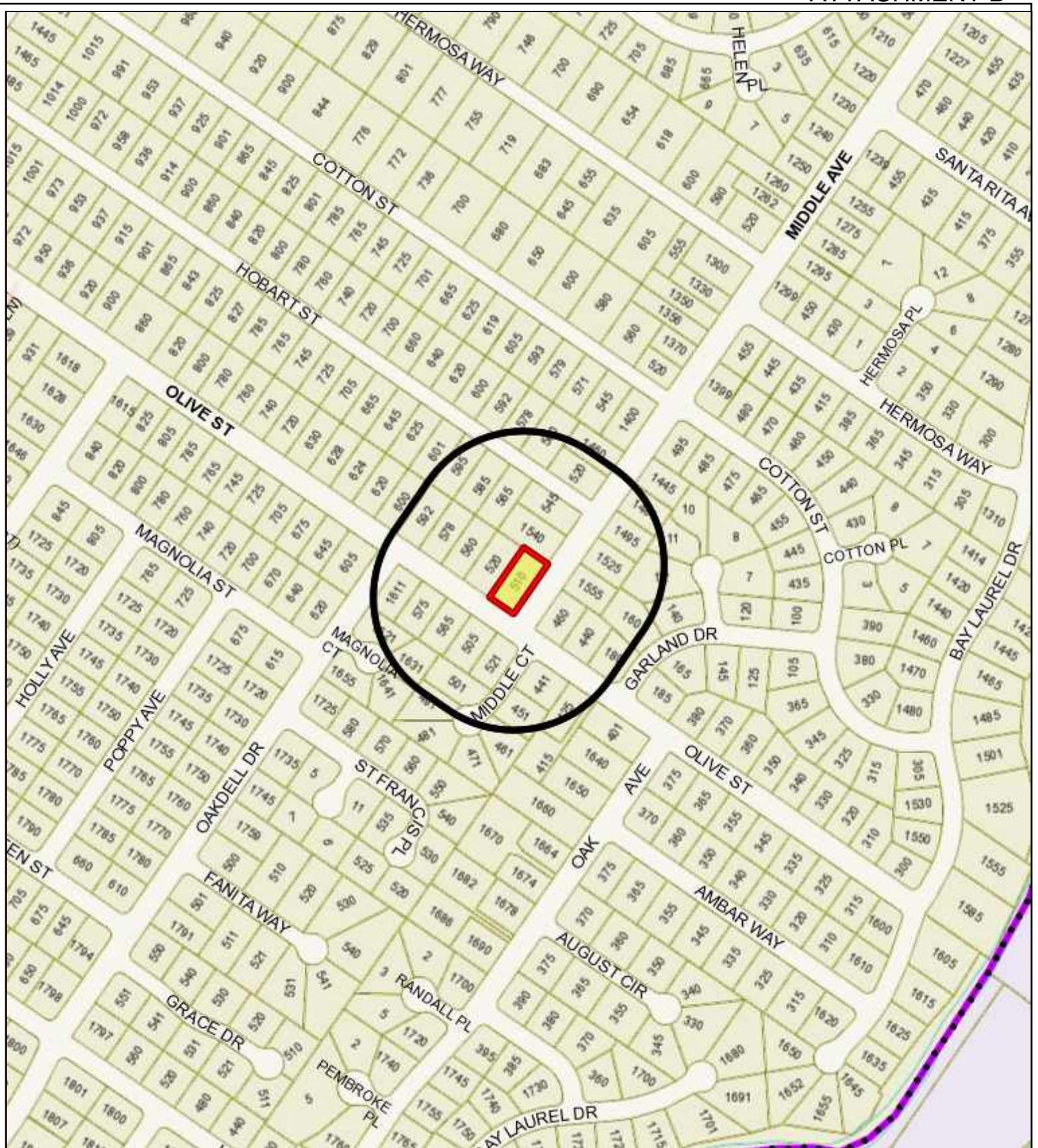
None

Report prepared by:
Cecilia Conley, Contract Assistant Planner

Report reviewed by:
Kyle Perata, Acting Principal Planner

510 Olive Street – Attachment A: Recommended Actions

LOCATION: 510 Olive Street	PROJECT NUMBER: PLN2018-00116	APPLICANT: Anthony Ngai	OWNER: Erica Hsu
PROPOSAL: Request for a use permit to demolish an existing single-family residence and construct a new two-story single-family residence on a substandard lot with respect to lot width in the R-1-S (Single-Family Suburban Residential) zoning district.			
DECISION ENTITY: Planning Commission	DATE: March 11, 2019	ACTION: TBD	
VOTE: TBD (Barnes, Doran, 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 Nee Design, consisting of 13 plan sheets, dated received March 4, 2019 and approved by the Planning Commission on March 11, 2019, subject to review and approval by the Planning Division. b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies’ regulations that are directly applicable to the project. c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes. e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division. f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits. g. Heritage and street trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report by Kiely Arborist Services LLC dated October 9, 2018. 			



City of Menlo Park
 Location Map
 510 Olive Street



510 Olive Street – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	11,442.0 sf	11,442.0 sf	10,000.0 sf min.
Lot width	75.0 ft.	75.0 ft.	80.0 ft. min.
Lot depth	152.5 ft.	152.5 ft.	100.0 ft. min.
Setbacks			
Front	23.3 ft.	40.0 ft.	20.0 ft. min.
Rear	20.6 ft.	33.8 ft.	20.0 ft. min.
Side (left)	10.0 ft.	17.5 ft.	10.0 ft. min.
Side (right/corner)	15.5 ft.	24.4 ft.	12.0 ft. min.
Building coverage	3,609.0 sf 31.5 %	2,019.0 sf 17.6 %	4,004.7 sf max. 35.0 % max.
FAL (Floor Area Limit)	3,906.0 sf	2,019.0 sf	3,910.5 sf max.
Square footage by floor	2,635.0 sf/1 st floor 1,061.0 sf/2 nd floor 210.0 sf/garage 764.0 sf/porches	1,653.2 sf/1 st floor 365.8 garage	
Square footage of buildings	4,670.0 sf	2,019.0 sf	
Building height	27.9 ft.	15.0 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: 6*	Non-Heritage trees: 16	New Trees: 0
	Heritage trees proposed for removal: 0	Non-Heritage trees proposed for removal: 6	Total Number of Trees: 16
*Of these six heritage trees, four are street trees located along Middle Avenue.			

The Hsu Residence 510 Olive Street Menlo Park, California

ARCHITECT
NEE DESIGN, INC.
Anthony K. Ngai, A.I.A.
180 Park Road
Burlingame, California 94010
(650) 872-9158

PLANNING APPLICATION



OLIVE STREET



MIDDLE AVENUE

GENERAL NOTES	PROPERTY INFORMATION	INDEX OF DRAWINGS
<p>ENGINEERING</p> <ol style="list-style-type: none"> 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 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. 	<p>OWNER'S NAME: Erica Hsu OWNER'S ADDRESS: 510 Olive Street Menlo Park, CA 94025 PROJECT ADDRESS: 510 Olive Street Menlo Park, CA 94025 APN: 071-231-160 LEGAL: 75 FT. X 152.90 FT. ON COR. OF OLIVE & MIDDLE AVES PTN OF LOTS 28 & 29 BLOCK 2 MENLO PARK TERRACE ZONING: R1S GENERAL PLAN: RESIDENTIAL LOW DENSITY FLOOD ZONE: X LOT SIZE (S.F.): 11,442</p>	<p>ARCHITECTURAL</p> <ul style="list-style-type: none"> A0.0 TITLE SHEET A0.1 SU-1, SURVEY A1.0 AREA PLAN AND STREETSCAPE A1.1 EXISTING FLOORPLAN & ELEVATION PHOTOS A1.2 SITE PLAN A1.3 ARBORIST REPORT A2.1 PROPOSED FLOOR PLAN – FIRST LEVEL A2.2 PROPOSED FLOOR PLAN – SECOND LEVEL A2.3 ROOF PLAN A2.4 SQUARE-FOOTAGE CALCULATION PLANS A4.1 BUILDING SECTIONS A5.1 EXTERIOR ELEVATIONS A5.2 EXTERIOR ELEVATIONS
LOCATION MAP	FLOOR AREA SUMMARY	
	<p>LOT AREA: 11,442 S.F. FIRST FLOOR & GARAGE: 2,845 S.F. SECOND FLOOR: 1,061 S.F. TOTAL FLOOR AREA: 3,906 S.F. ALLOWABLE FLOOR AREA: 3,910 S.F.</p>	
	BUILDING COVERAGE SUMMARY	
	<p>LOT AREA: 11,442 S.F. FIRST FLOOR & GARAGE: 2,845 S.F. COVERED PORCHES: 764 S.F. TOTAL LOT COVERAGE: 3,609 S.F. ALLOWABLE LOT COVERAGE (35%): 4,005 S.F.</p>	



NEE DESIGN
 Tony Ngai
 Architect
 180 PARK ROAD
 BURLINGAME, CA 94010
 TEL: 650-872-9158
 © TONY NGAU, 2018

JOB NO.	SCALE:	DRAWN BY:	CHECKED BY:	DATE PRINTED:	FILE NAME:



THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THE CONSTRUCTION OF THIS PROJECT WILL BE UNDER MY OBSERVATION.

TITLE SHEET

THE HSU RESIDENCE
 510 OLIVE STREET, MENLO PARK, CA 94025

SHEET NO.

A0.0
 NO. ____ OF ____

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 LAWYERS TITLE COMPANY PRELIMINARY TITLE REPORT, ORDER NO. 0061701504, 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 FIELDCREW.

SURVEY PERFORMED BY: BGT LAND SURVEYING
www.bgtlandsurveying.com

DATE OF FIELD SURVEY: MAY 11, 2018
JOB NUMBER: 18-043

LEGEND

- AC ASPHALT CONCRETE
- BW BACK OF WALK
- CB CATCH BASIN
- C/L CENTERLINE
- CMP CORRUGATED METAL PIPE
- CI CAST IRON PIPE
- CO CLEAN OUT BOX
- CP SURVEY CONTROL POINT
- CRP CORRUGATED PLASTIC PIPE
- CTV CABLE TELEVISION LINE
- DI DROP INLET
- EM ELECTRIC METER
- EV ELECTRIC VAULT
- FF FINISHED FLOOR
- FL FLOWLINE
- FT FIRE HYDRANT
- GM GAS METER
- GRD GROUND
- GUY GUY ANCHOR
- GV GAS VALVE
- HCR HANDICAP RAMP
- HVE HIGH-VOLT ELECTRIC
- INV INVERT
- IP IRON PIPE
- JP JOINT POLE
- KV KILOVOLT
- LAT LATERAL
- LG LIP OF GUTTER
- MH MH (TYPE UNKNOWN)
- MON-MON MONUMENT TO MONUMENT DISTANCE
- PBV PACBELL/SEIC VAULT
- PGE PG&E VAULT
- PVI POST INDICATOR VALVE
- PP POWER POLE
- SDMH STORM DRAIN MANHOLE
- SL STREET LIGHT
- SLB STREET LIGHT BOX
- SLV STREET LIGHT VAULT
- SSMH SANITARY SEWER MANHOLE
- SSV SANITARY SEWER VAULT
- TBC TOP BACK OF CURB
- TBM TEMPORARY BENCHMARK
- TS TRAFFIC SIGNAL
- TSB TRAFFIC SIGNAL BOX
- UNK UNKNOWN TYPE
- VCP VITRIFIED CLAY PIPE
- WBW WATER BACK FLOW VALVE
- 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

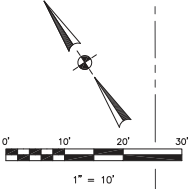
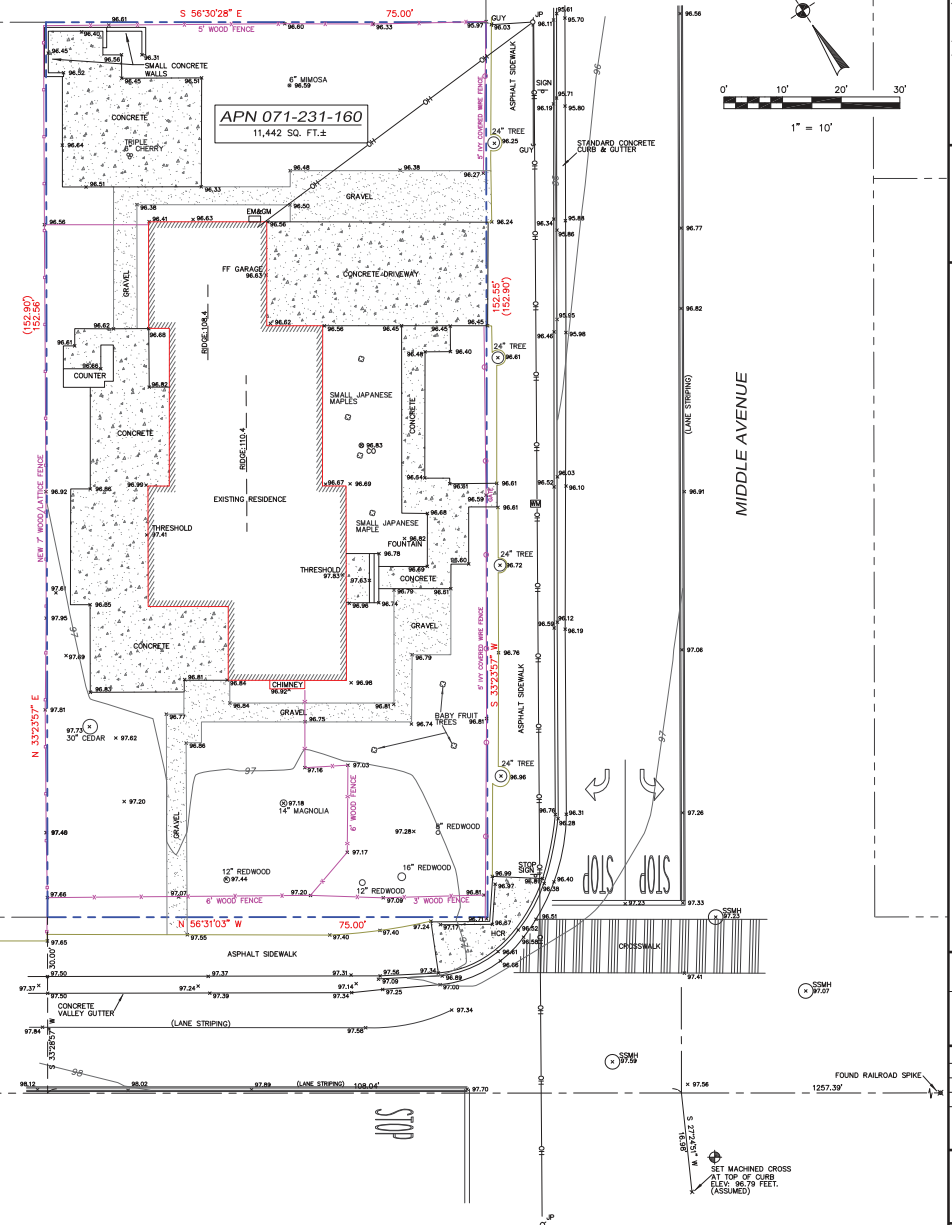
BASIS OF BEARINGS

THE BEARING, NORTH 56°30'28" WEST, OF THE CENTERLINE OF OLIVE STREET, AS SHOWN ON THAT CERTAIN RECORD OF SURVEY WHICH WAS FILED FOR RECORD IN VOLUME 26 OF LLS MAPS PAGES 12-13 ON MARCH 30, 2004, SAN MATEO COUNTY RECORDS, WAS USED AS THE BASIS OF BEARINGS FOR THIS SURVEY.

BENCHMARK

ELEVATIONS SHOWN HEREON ARE BASED UPON AN ASSUMED DATUM. SITE BENCHMARK IS THE MACHINED CROSS ON TOP OF CURB WITH AN ASSUMED ELEVATION OF 96.79 FEET.

EXISTING BUILDING



BOUNDARY AND TOPOGRAPHIC SURVEY
 PORTION OF LOTS 28 AND 29, BLOCK 2, "MENLO PARK TERRACE" (BOOK 13 MAPS 46)
510 OLIVE STREET
 MENLO PARK, COUNTY OF SAN MATEO, CALIFORNIA

Assessor Parcel Number:
071-231-160

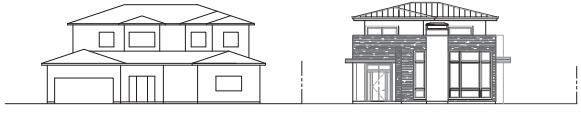
Prepared For:
ERIC S HSU
1580 MIDDLE AVENUE
MENLO PARK, CA 94025

Date: MAY 2018
Scale: 1" = 10'
Contour Interval: 1'
Drawn by: LHL

Revisions:

SU-1

Job No. 18-043



520 OLIVE STREET 510 OLIVE STREET

OLIVE STREET



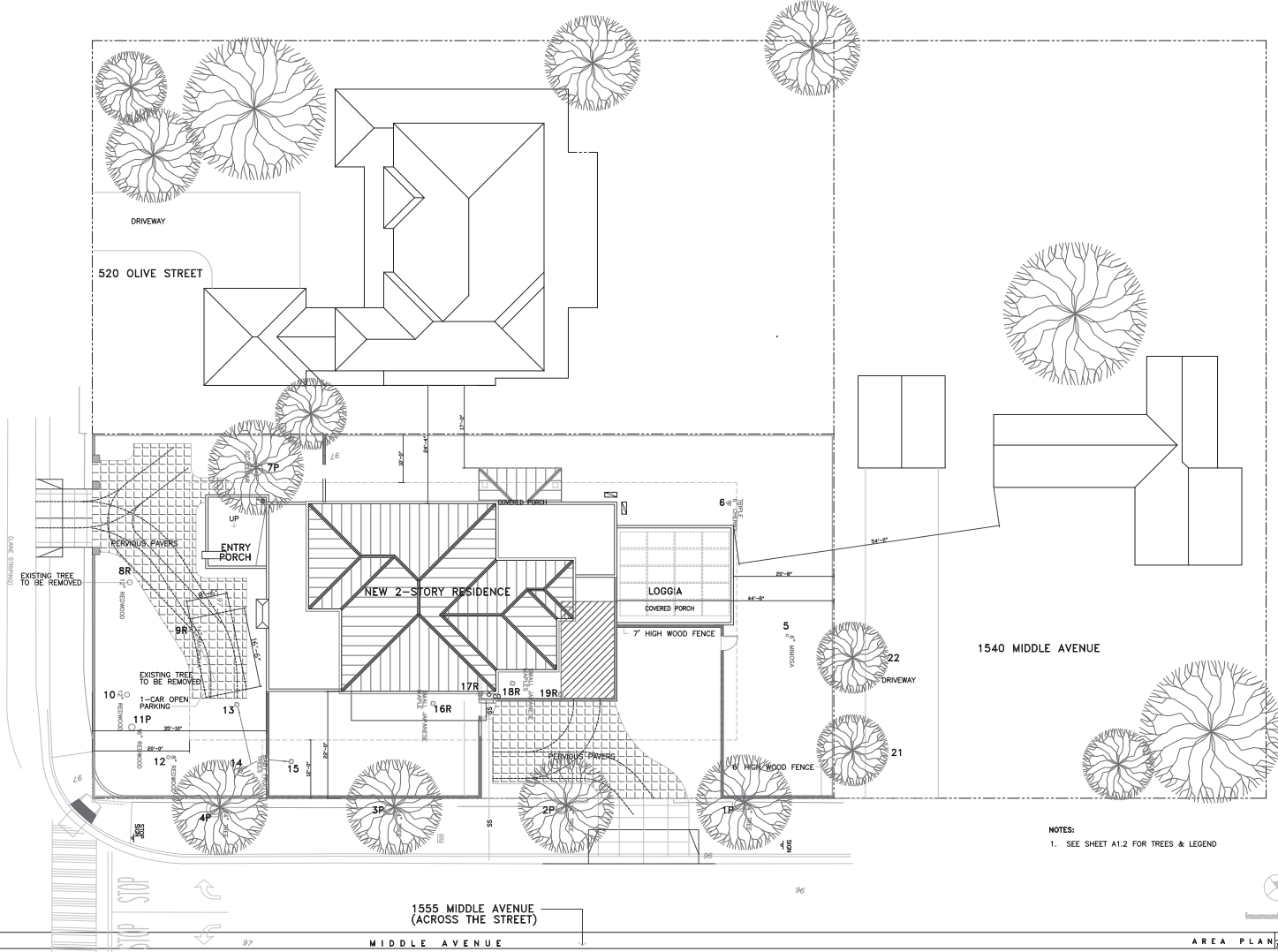
510 OLIVE STREET 1540 MIDDLE AVENUE

MIDDLE AVENUE

STREETSCAPE - OLIVE STREET

STREETSCAPE - MIDDLE AVENUE

- TREE LEGEND SCALE 10
- 1P. MODESTO ASH (PROTECTED)
 - 2P. MODESTO ASH (PROTECTED)
 - 3P. MODESTO ASH (PROTECTED)
 - 4P. MODESTO ASH (PROTECTED)
 - 5. JACARANDA
 - 6. CHERRY PLUM
 - 7P. DEODAR CEDAR (PROTECTED)
 - 8R. REDWOOD (REMOVE)
 - 9R. MAGNOLIA (REMOVE)
 - 10. REDWOOD
 - 11P. REDWOOD (PROTECTED)
 - 12. REDWOOD
 - 13. SAUCER MAGNOLIA
 - 14. ORANGE
 - 15. CHERRY PLUM
 - 16R. JAPANESE MAPLE (REMOVE)
 - 17R. CORAL BARK MAPLE (REMOVE)
 - 18R. CORAL BARK MAPLE (REMOVE)
 - 19R. CORAL BARK MAPLE (REMOVE)
 - 20. CHERRY PLUM
 - 21. BIRCH
 - 22. EVERGREEN PEAR



NEE DESIGN
Tony Ngai
 Architect
 180 PARK ROAD
 BURLINGAME, CA 94010
 TEL: 650-872-9158
 © TONY NGAI, 2018

DATE	
REV	DESCRIPTIONS

JOB NO.	1201
SCALE	
DRAWN BY	
CHECKED BY	
DATE PRINTED	12-15-2012
DATE	2012
NAME	4-7-007/009-001
TASK	



THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THE CONSTRUCTION OF THIS PROJECT WILL BE UNDER MY OBSERVATION.

AREA PLAN & STREETSCAPE
THE HSU RESIDENCE
 510 OLIVE STREET, MENLO PARK, CA 94025

SHEET NO.
A1.0
 NO. ___ OF ___

NOTES:
 1. SEE SHEET A1.2 FOR TREES & LEGEND



AREA PLAN



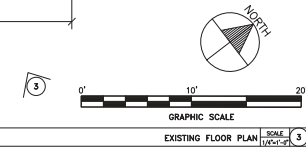
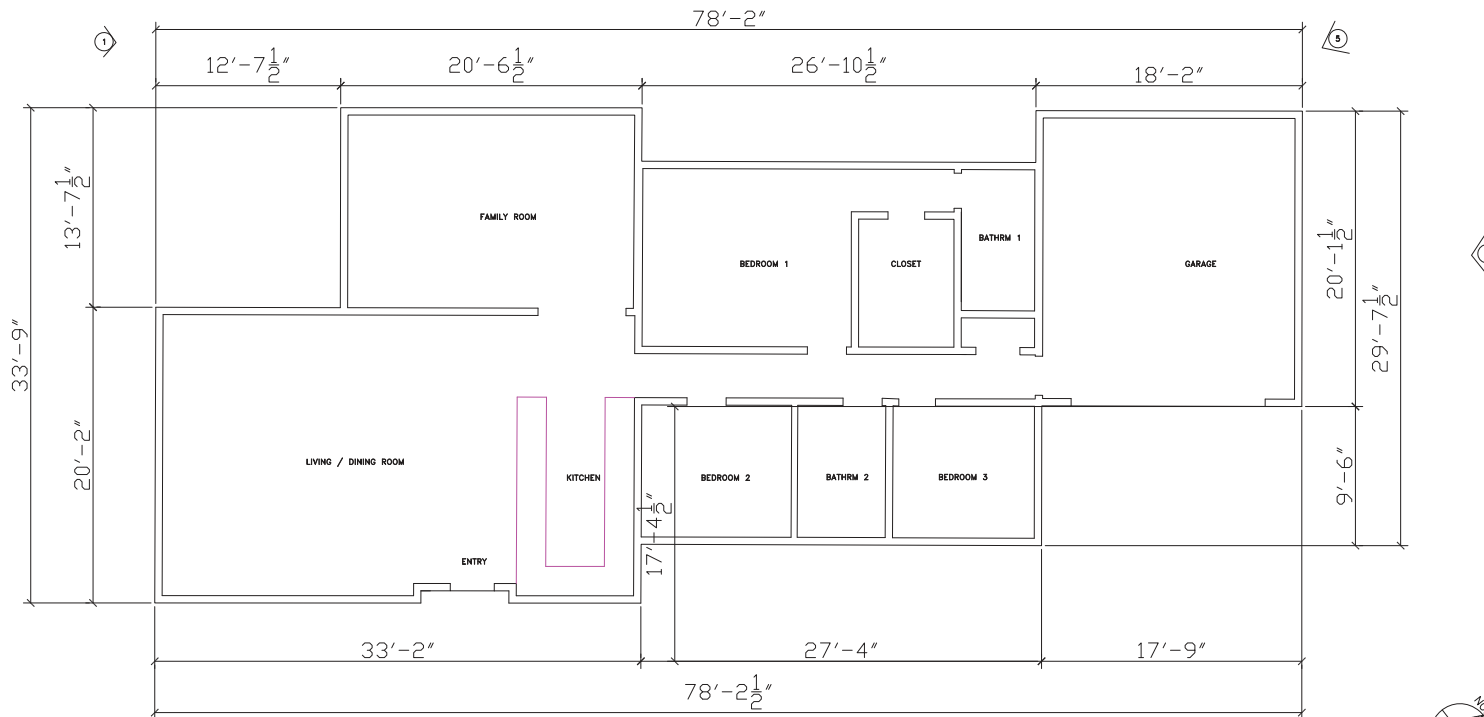
FRONT SIDE VIEW (1)

FRONT VIEW - OLIVE STREET (2)

SIDE VIEW - MIDDLE AVENUE (3)

REAR VIEW (4)

REAR SIDE VIEW (5)




NEE DESIGN
Tony Ngai
Architect
 180 PARK ROAD
 BURLINGAME, CA 94010
 TEL: 650-872-9158
 © TONY NGAI, 2018

REV. DESCRIPTIONS	DATE

JOB NO. 1801
 SCALE:
 DRAWN BY:
 CHECKED BY: 11-24-2018
 DATE PRINTED: 1801A101
 APR. 07'-231'-180



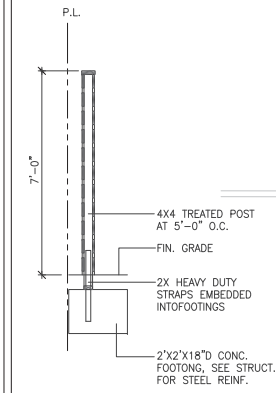
THIS WORK WAS PREPARED
 BY ME OR UNDER MY
 SUPERVISION AND THE
 CONSTRUCTION OF THIS
 PROJECT WILL BE UNDER
 MY OBSERVATION.

EXIST. FLOOR PLANS & ELEVATION PHOTOS
THE HSU RESIDENCE
 510 OLIVE STREET, MENLO PARK CA 94025

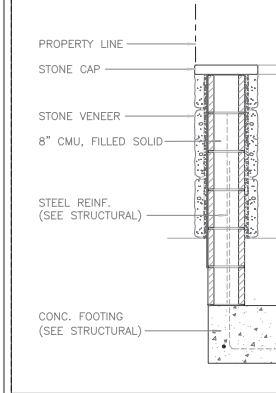
SHEET NO.
A1.1
 NO. ___ OF ___

- 1P. MODESTO ASH (PROTECTED)
- 2P. MODESTO ASH (PROTECTED)
- 3P. MODESTO ASH (PROTECTED)
- 4P. MODESTO ASH (PROTECTED)
- 5. JACARANDA
- 6. CHERRY PLUM
- 7P. DEODAR CEDAR (PROTECTED)
- 8R. REWOOD (REMOVE)
- 9R. MAGNOLIA (REMOVE)
- 10. REDWOOD
- 11P. REDWOOD (PROTECTED)
- 12. REDWOOD
- 13. SAUCER MAGNOLIA
- 14. ORANGE
- 15. CHERRY PLUM
- 16R. JAPANESE MAPLE (REMOVE)
- 17R. CORAL BARK MAPLE (REMOVE)
- 18R. CORAL BARK MAPLE (REMOVE)
- 19R. CORAL BARK MAPLE (REMOVE)
- 20. CHERRY PLUM
- 21. BIRCH
- 22. EVERGREEN PEAR

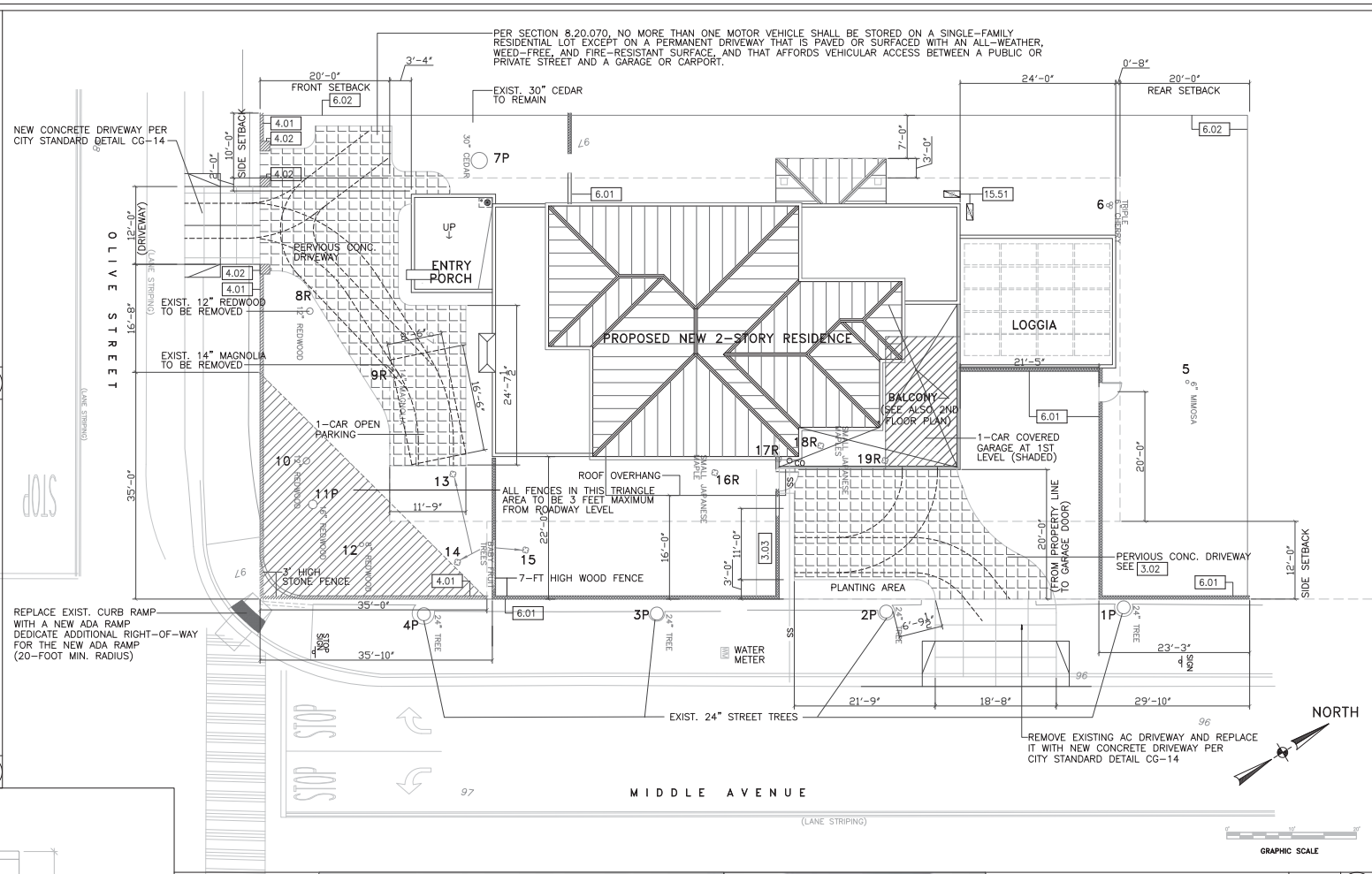
TREE LEGEND SCALE 10



WOOD FENCE SCALE 11



LOW MASONRY FENCE-WALL SCALE 12



Tree Protection Plan
Tree Protection Zones

The protection zones should be installed and maintained throughout the entire length of the project. Fencing for tree protection zones should be 4' tall, metal chain link, maximum supported by metal 2" diameter posts, post-hole in the ground to a depth of not less than 2'. The fencing for tree protection zones for the proposed zones shall be placed at a distance equal to the tree canopy spread unless specified. When not possible because of proposed work or existing landscaping, the tree protection fencing shall be placed at the edge of the proposed work or landscaping. The equipment or materials used for removal or chemical control of the protection zones shall, where tree protection fencing needs to be installed for safety or fire code other reasons, be placed for a minimum of 6" of concrete curb with 2x4 posts and 2x4 top landscape boards. The concrete boards should be attached together in order to enhance or maintain. The spreading of these 2x4 top boards to reduce compaction and improve soil structure. All tree protection measures must be installed prior to any excavation or construction activity at the site. The removal from protection zones are shown in shaded areas on the site plan. This site plan is a diagram showing the recommended tree protection fencing locations only.

PER SECTION 8.20.070, NO MORE THAN ONE MOTOR VEHICLE SHALL BE STORED ON A SINGLE-FAMILY RESIDENTIAL LOT EXCEPT ON A PERMANENT DRIVEWAY THAT IS PAVED OR SURFACED WITH AN ALL-WEATHER, WEED-FREE, AND FIRE-RESISTANT SURFACE, AND THAT AFFORDS VEHICULAR ACCESS BETWEEN A PUBLIC OR PRIVATE STREET AND A GARAGE OR CARPORT.

PERMIOUS CONC. DRIVEWAY SEE 3.02

REMOVE EXISTING AC DRIVEWAY AND REPLACE IT WITH NEW CONCRETE DRIVEWAY PER CITY STANDARD DETAIL CG-14

3.01 PERMANENT DRIVEWAY PAVED OR SURFACED WITH AN ALL-WEATHER WEED-FREE, AND FIRE-RESISTANT SURFACE, AND THAT AFFORDS VEHICULAR ACCESS BETWEEN A PUBLIC OR PRIVATE STREET AND A GARAGE OR CARPORT

3.02 PERVIOUS CONCRETE DRIVEWAY. SPECIFICATIONS AND MAINTENANCE REQUIREMENTS WILL BE INCLUDED IN THE BUILDING PERMIT PLANS.

3.03 TRASH BIN LOCATION WITH CONC. WALKWAY.

4.01 3-FT HIGH MASONRY WALL SEE 11

4.02 18-IN SQ. X 4-FT HIGH MASONRY GATE COLUMN (ON OLIVE DRIVE)

6.01 7-FT HIGH WOOD FENCE SEE 11

6.02 EXISTING WOOD FENCE SEE 11

15.51 AC. CONDENSER - TO COMPLY WITH LOCAL CITY NOISE STANDARDS

SITE PLAN SCALE 1

SCALE 1/8"=1'-0"

LEGEND SCALE 3

SCALE N.A.

NEE DESIGN
Tony Ngai
 Architect
 180 PARK ROAD
 BURLINGAME, CA 94010
 TEL: 850-872-9158
 © TONY NGAI, 2018

DATE	REV./DESCRIPTIONS

JOB NO. 1201
 SCALE: 1/8"=1'-0"
 DRAWN BY: TONY NGAI
 CHECKED BY: TONY NGAI
 DATE PRINTED: 12-15-2012
 DATE: 2012/12/15
 TWC: 4-7-007/009-001
 TWC



THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THE CONSTRUCTION OF THIS PROJECT WILL BE UNDER MY OBSERVATION.

SITE PLAN

THE HSU RESIDENCE
 510 OLIVE STREET, MENLO PARK, CA 94025

SHEET NO. **A1.2**
 NO. ___ OF ___

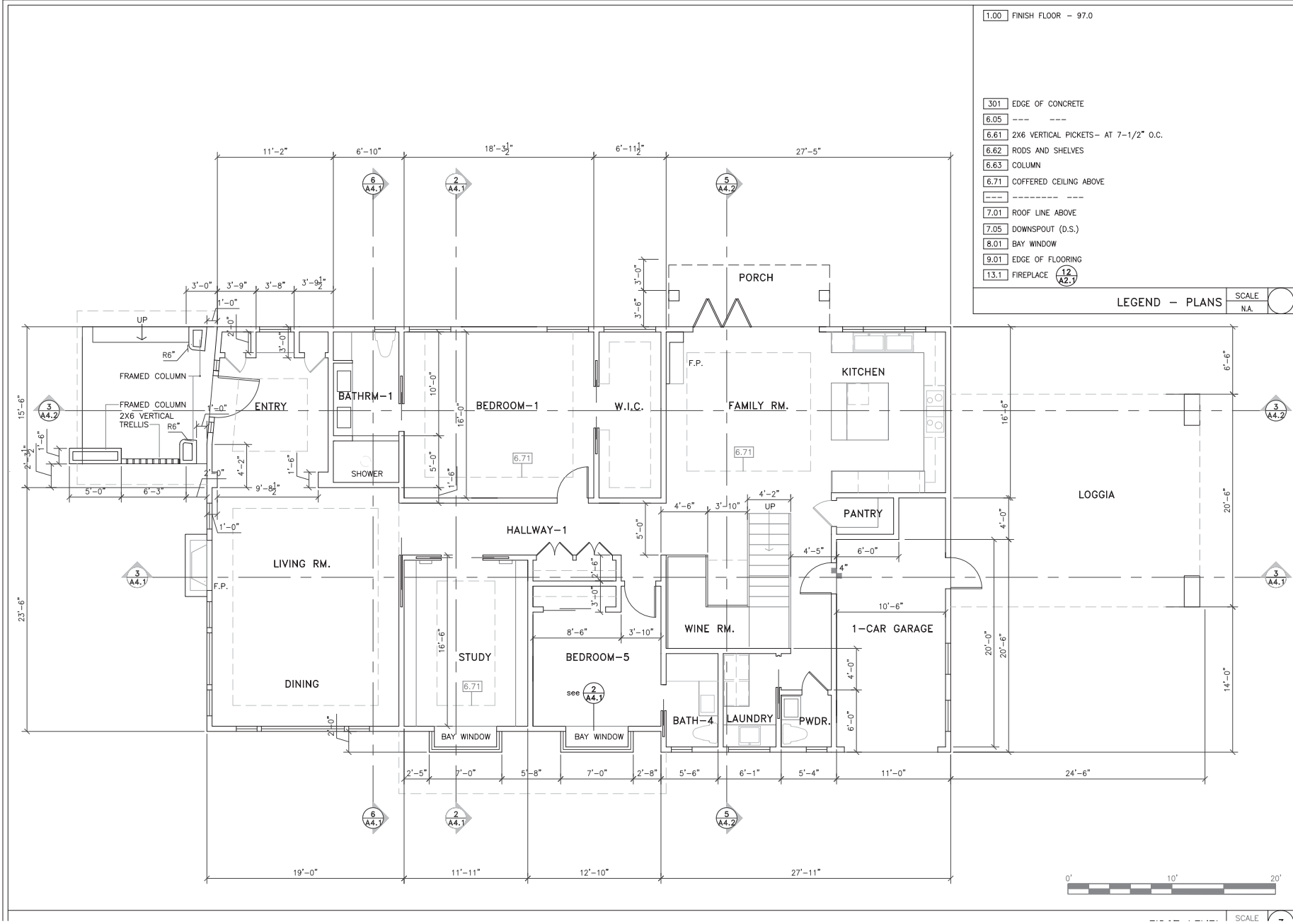
— WATERFALL
BOWL

1.00 FINISH FLOOR - 97.0

- 301 EDGE OF CONCRETE
- 6.05 --- ---
- 6.61 2X6 VERTICAL PICKETS- AT 7-1/2" O.C.
- 6.62 RODS AND SHELVES
- 6.63 COLUMN
- 6.71 COFFERED CEILING ABOVE
- ---
- 7.01 ROOF LINE ABOVE
- 7.05 DOWNSPOUT (D.S.)
- 8.01 BAY WINDOW
- 9.01 EDGE OF FLOORING
- 13.1 FIREPLACE (12 A2.1)

LEGEND - PLANS

SCALE
N.A.



NEE DESIGN
Tony Ngai
Architect
180 PARK ROAD
BURLINGAME, CA 94010
TEL: 850-872-9158
© TONY NGAI, 2018

REV.	DESCRIPTIONS	DATE

JOB NO. 1801
SCALE:
DRAWN BY:
CHECKED BY:
DATE PRINTED:
DATE: 1801A201
NAME:
TITLE:



THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THE CONSTRUCTION OF THIS PROJECT WILL BE UNDER MY OBSERVATION.

PROPOSED FLOOR PLAN
THE HSU RESIDENCE
510 OLIVE STREET, MENLO PARK, CA 94025

SHEET NO.
A2.1



NEE DESIGN
Tony Ngai
 Architect

180 PARK ROAD
 BURLINGAME, CA 94010
 TEL: 850-872-9158
 © TONY NGAU, 2018

DATE	REV. DESCRIPTIONS

JOB NO. 1801	SCALE: N.A.
DRAWN BY:	CHECKED BY:
DATE PRINTED:	FILE NAME: 1801A201
TITLE:	THRU:



THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THE CONSTRUCTION OF THIS PROJECT WILL BE UNDER MY OBSERVATION.

PROPOSED FLOOR PLAN
THE HSU RESIDENCE
 510 OLIVE STREET, MENLO PARK CA 94025

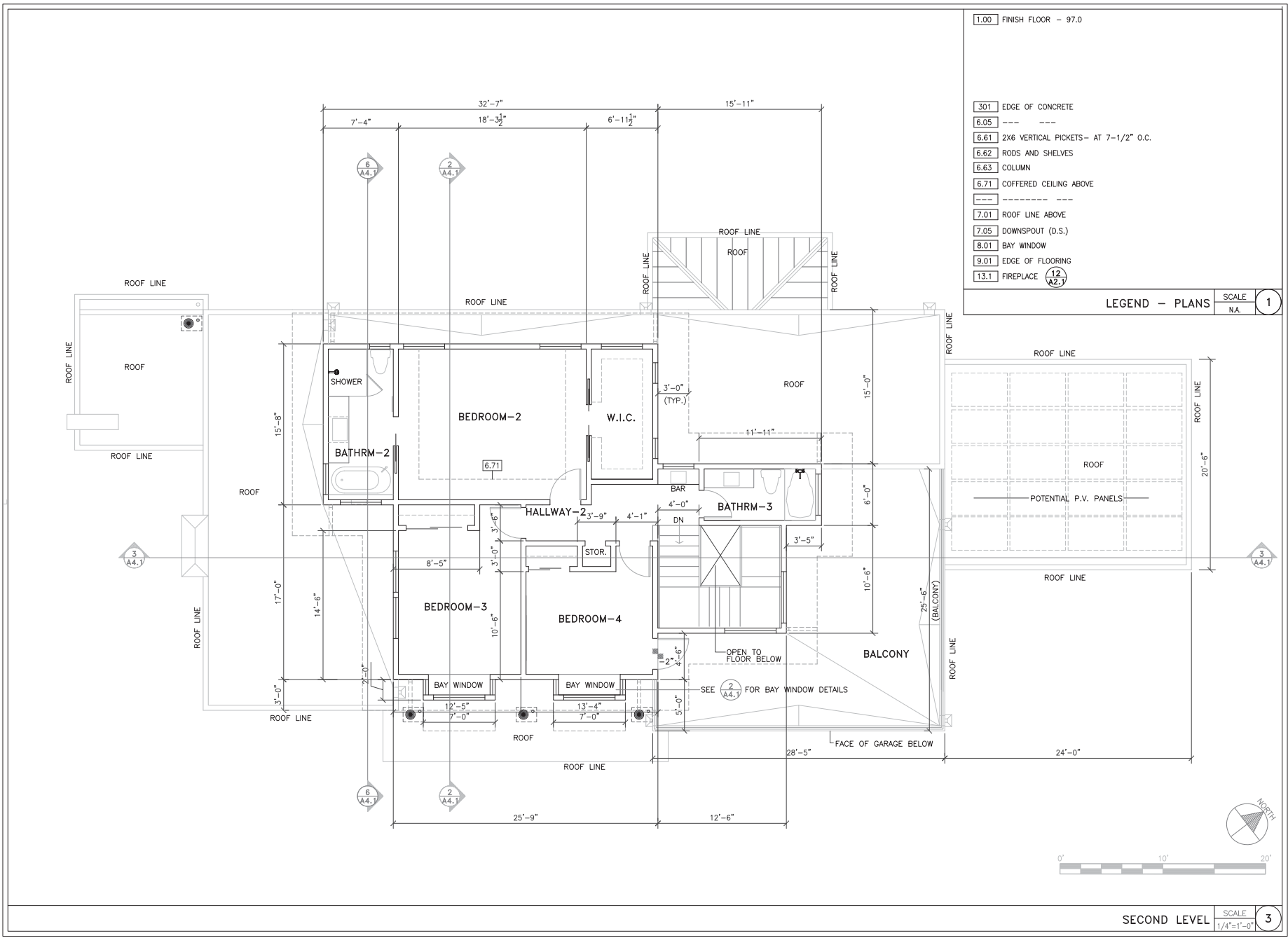
SHEET NO. **A2.2**
 NO. ___ OF ___

1.00 FINISH FLOOR - 97.0

- 301 EDGE OF CONCRETE
- 6.05 --- ---
- 6.61 2X6 VERTICAL PICKETS - AT 7-1/2" O.C.
- 6.62 RODS AND SHELVES
- 6.63 COLUMN
- 6.71 COFFERED CEILING ABOVE
- ---
- 7.01 ROOF LINE ABOVE
- 7.05 DOWNSPOUT (D.S.)
- 8.01 BAY WINDOW
- 9.01 EDGE OF FLOORING
- 13.1 FIREPLACE

LEGEND - PLANS

SCALE N.A. **1**



D8



NEE DESIGN
Tony Ngai
 Architect

180 PARK ROAD
 BURLINGAME, CA 94010
 TEL: 650-872-9158
 © TONY NGAI, 2018

REV. DESCRIPTIONS	DATE

JOB NO. 1801
 SCALE: N/A
 DRAWN BY: TNG
 CHECKED BY: TNG
 DATE PRINTED: 1801A201
 FILE NAME: 1801A201
 TMR

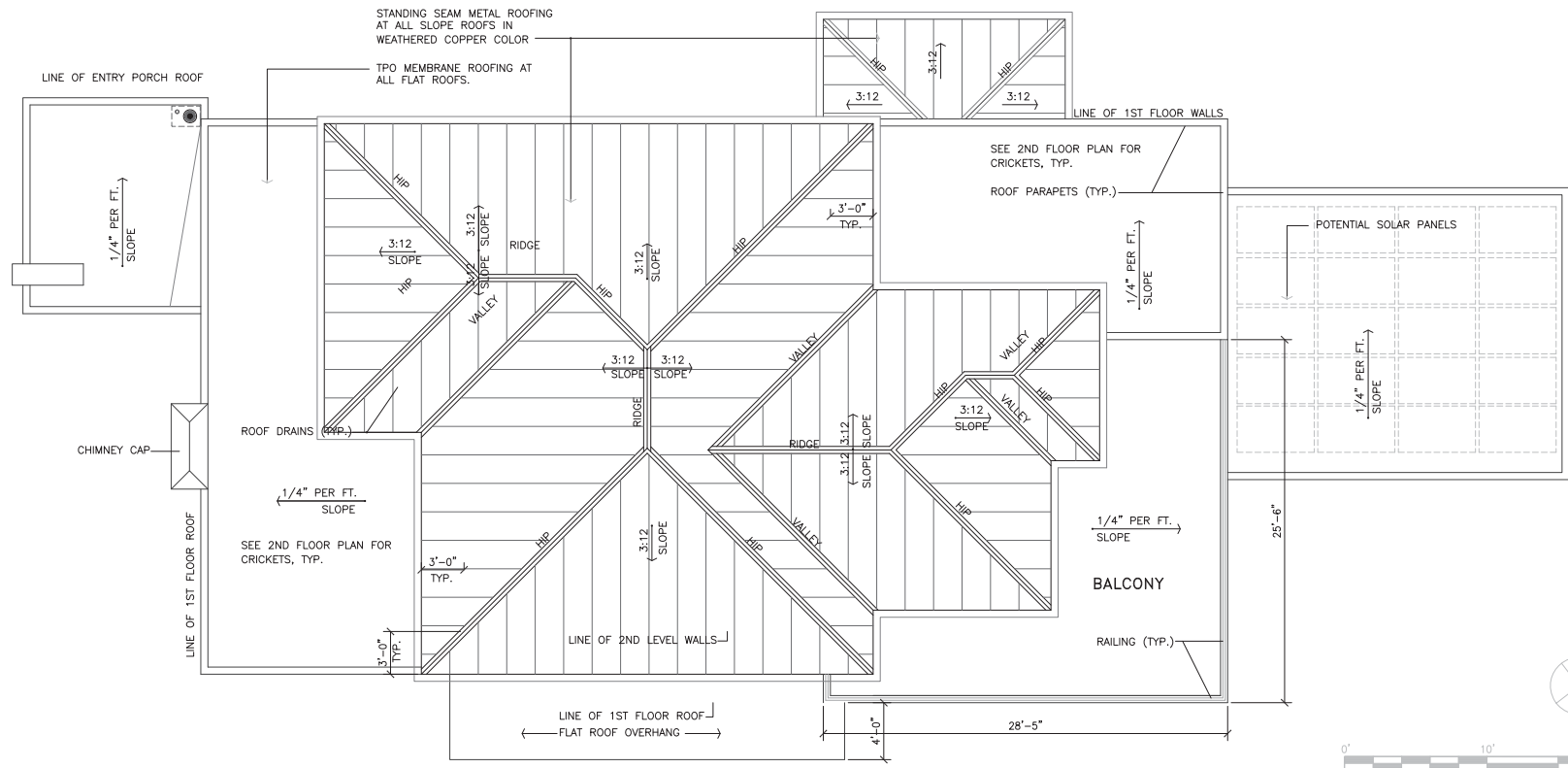


THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THE CONSTRUCTION OF THIS PROJECT WILL BE UNDER MY OBSERVATION.

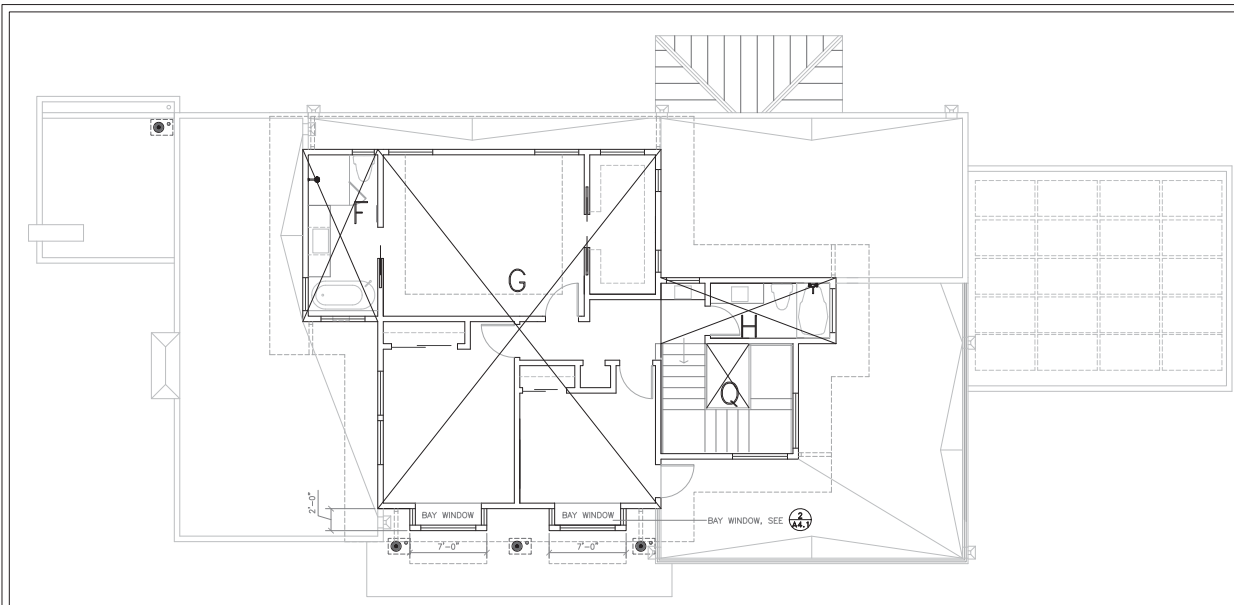
ROOF PLAN SECOND LEVEL
THE HSU RESIDENCE
 510 OLIVE STREET, MENLO PARK CA 94025

SHEET NO. **A2.3**
 NO. ___ OF ___

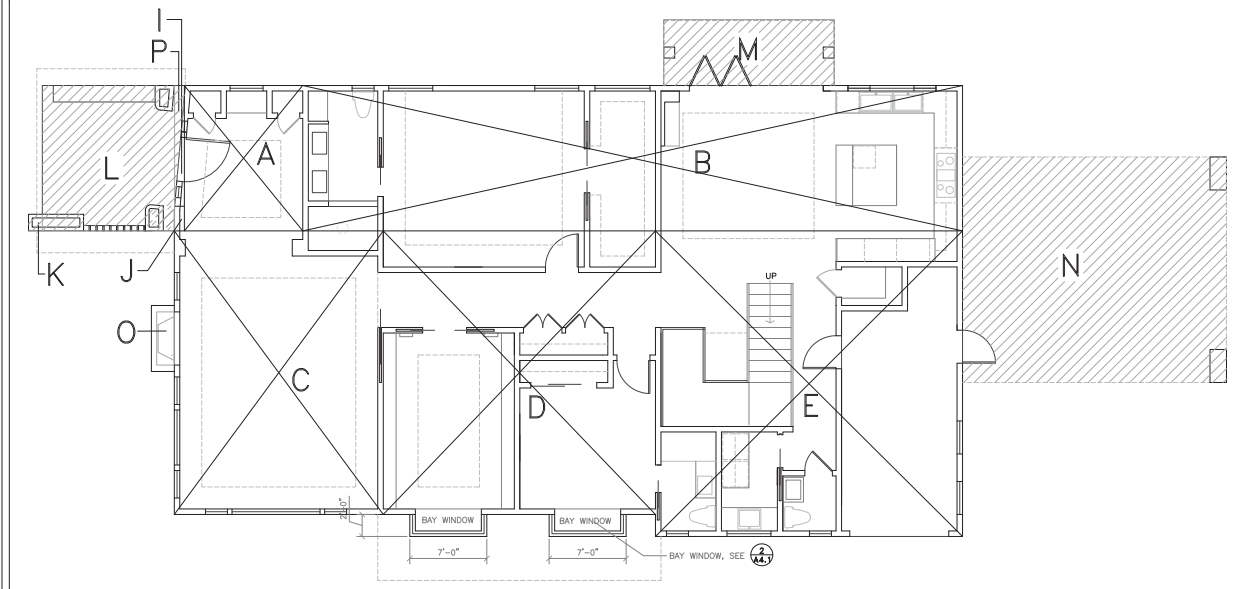
LEGEND SCALE N/A 1



ROOF PLAN SCALE 1/4"=1'-0" 3



SECOND FLOOR



FIRST FLOOR

FLOOR AREA LIMIT CALCULATION		
AREA	DIMENSIONS	S.F.
1ST FLOOR:		
A	10'-9" X 13'-3"	142
B	60'-0" X 13'-3"	795
C	19'-0" X 25'-9"	489
D	24'-9" X 25'-9"	637
E	27'-11" X 27'-9"	774
I	11" X 11'-0"/2	5
J	11" X 2'-2.5"	2
2ND FLOOR:		
F	6'-10" X 15'-8"	107
G	25'-9" X 32'-6"	837
H	15'-11" X 6'-0"	95
Q	5'-10" X 3'-10"	22
FIRST FLOOR & GARAGE		2,845
SECOND FLOOR		1,061
TOTAL FAL:		3,906

BUILDING COVERAGE CALCULATION		
AREA	DIMENSIONS	S.F.
K	1'-3" X 1'-6"	2
L	12'-0" X 13'-3"	159
M	15'-6" X 6'-0"	93
N	24'-0" X 20'-6"	492
O	2'-0" X 6'-0"	12
P	1'-0" X 11'-0"/2	6
TOTAL COVERED PORCHES		764
FIRST FLOOR & GARAGE		2,845
TOTAL BLDG. COVERAGE		3,609

FIRST & SECOND LEVEL SCALE 3/16"=1'-0" 3

NEE DESIGN
 Tony Ngai
 Architect
 180 PARK ROAD
 BURLINGAME, CA 94010
 TEL: 650-872-9158
 © TONY NGAI, 2018

DATE	REV/DESCRIPTIONS

JOB NO. 1801
 SCALE:
 DRAWN BY:
 CHECKED BY:
 DATE PRINTED: 1801A201
 TNG



THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THE CONSTRUCTION OF THIS PROJECT WILL BE UNDER MY OBSERVATION.

FLOOR AREA & BLDG. COVERAGE CALCULATION
 THE HSU RESIDENCE
 510 OLIVE STREET, MENLO PARK, CA 94025

SHEET NO.
 A2.4
 NO. ___ OF ___



NEE DESIGN
Tony Ngai
 Architect
 180 PARK ROAD
 BURLINGAME, CA 94010
 TEL: 650-872-9158
 © TONY NGAI, 2018

DATE	REV/DESCRIPTIONS

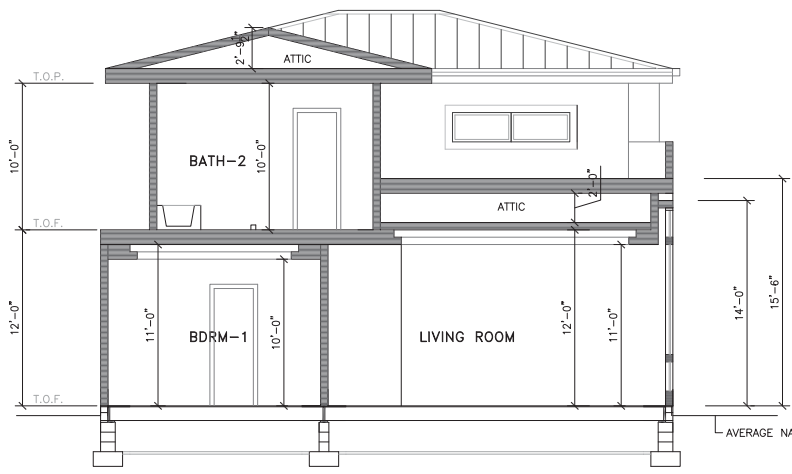
JOB NO. 1801
 SCALE: 1/4"=1'-0"
 DRAWN BY:
 CHECKED BY:
 DATE PRINTED: 1801A.02
 NAME: TONY NGAI
 TITLE: ARCHITECT



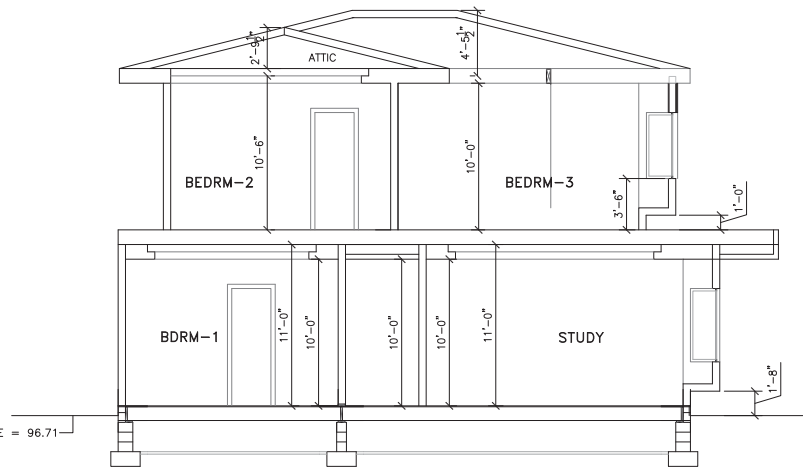
THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THE CONSTRUCTION OF THIS PROJECT WILL BE UNDER MY OBSERVATION.

BUILDING SECTIONS
THE HSU RESIDENCE
 510 OLIVE STREET, MENLO PARK, CA 94025

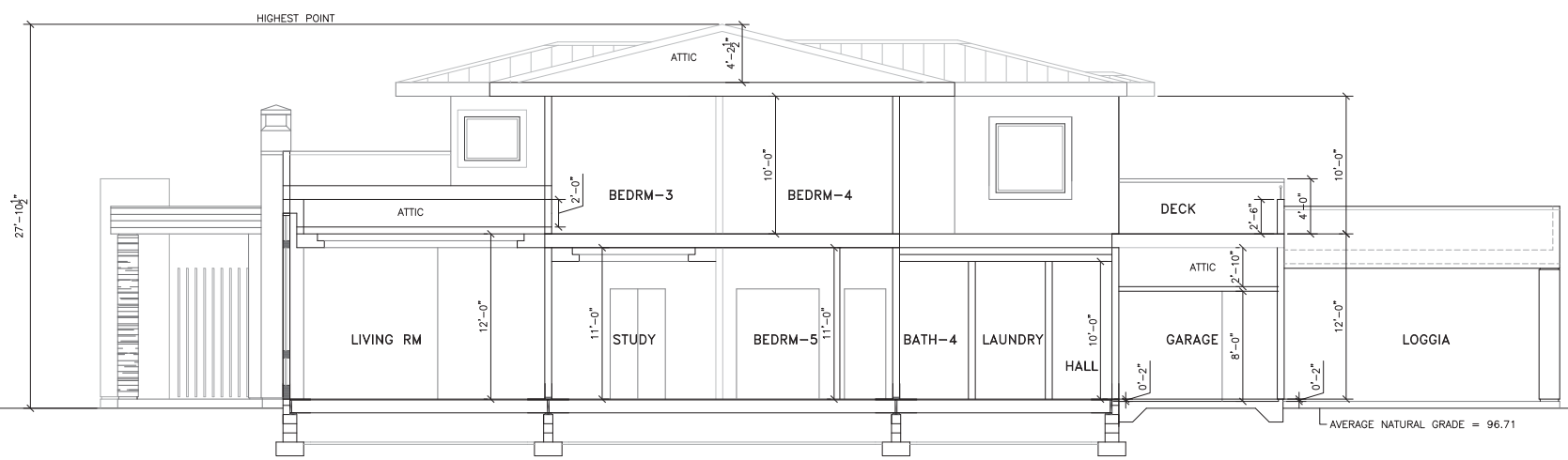
SHEET NO.
A4.1
 NO. ____ OF ____



TRANSVERSE SECTION SCALE 1/4"=1'-0" 6



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



LONGITUDINAL SECTION - 2 SCALE 1/4"=1'-0" 3





NEE DESIGN

Tony Ngai
Architect
180 PARK ROAD
BURLINGAME, CA 94010
TEL: 650-872-9158
© TONY NGAI, 2018

DATE	REV./DESCRIPTIONS

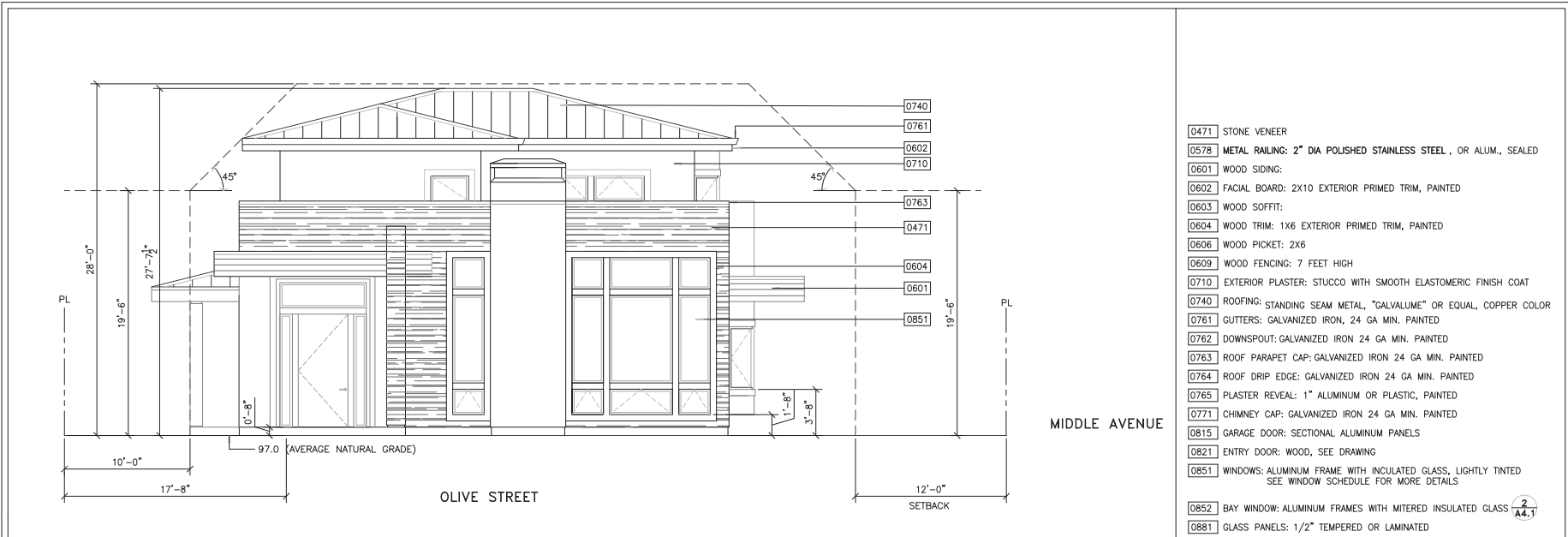
JOB NO. 1801
SCALE: 1/4"=1'-0"
DRAWN BY: TONY NGAI
CHECKED BY: TONY NGAI
DATE PRINTED: 11/15/2018
TITLE NAME: 1801AS01M
TWC



THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THE CONSTRUCTION OF THIS PROJECT WILL BE UNDER MY OBSERVATION.

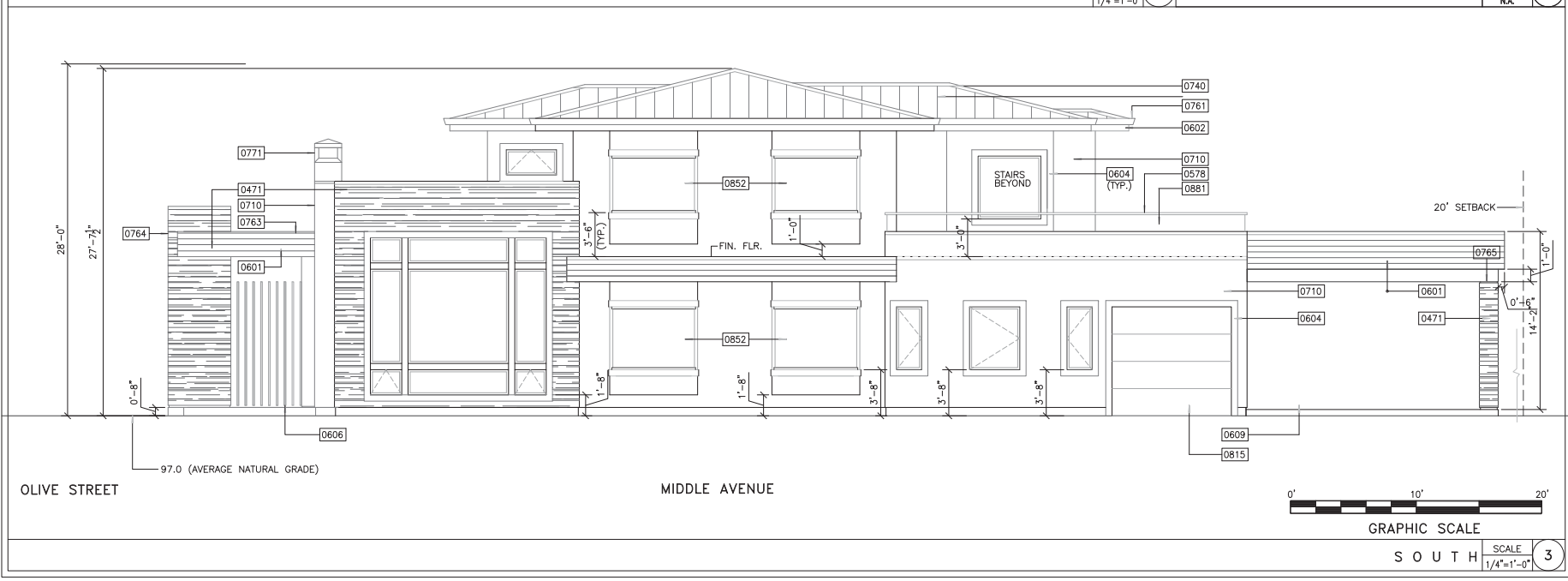
EXTERIOR ELEVATIONS - SOUTH AND WEST
THE HSU RESIDENCE
510 OLIVE STREET, MENLO PARK, CA 94025

SHEET NO. A5.1
NO. ___ OF ___

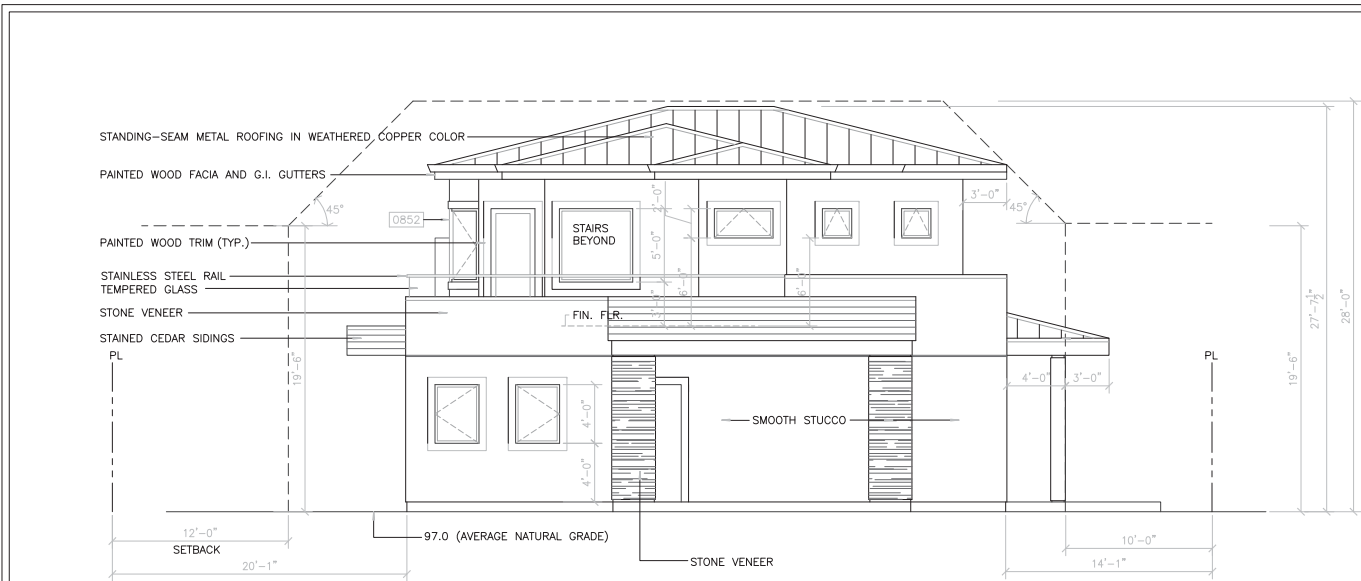


- 0471 STONE VENEER
- 0578 METAL RAILING: 2" DIA POLISHED STAINLESS STEEL, OR ALUM., SEALED
- 0601 WOOD SIDING:
- 0602 FACIAL BOARD: 2X10 EXTERIOR PRIMED TRIM, PAINTED
- 0603 WOOD SOFFIT:
- 0604 WOOD TRIM: 1X6 EXTERIOR PRIMED TRIM, PAINTED
- 0606 WOOD PICKET: 2X6
- 0609 WOOD FENCING: 7 FEET HIGH
- 0710 EXTERIOR PLASTER: STUCCO WITH SMOOTH ELASTOMERIC FINISH COAT
- 0740 ROOFING: STANDING SEAM METAL, "GALVALUME" OR EQUAL, COPPER COLOR
- 0761 GUTTERS: GALVANIZED IRON, 24 GA MIN. PAINTED
- 0762 DOWNSPOUT: GALVANIZED IRON 24 GA MIN. PAINTED
- 0763 ROOF PARAPET CAP: GALVANIZED IRON 24 GA MIN. PAINTED
- 0764 ROOF DRIP EDGE: GALVANIZED IRON 24 GA MIN. PAINTED
- 0765 PLASTER REVEAL: 1" ALUMINUM OR PLASTIC, PAINTED
- 0771 CHIMNEY CAP: GALVANIZED IRON 24 GA MIN. PAINTED
- 0815 GARAGE DOOR: SECTIONAL ALUMINUM PANELS
- 0821 ENTRY DOOR: WOOD, SEE DRAWING
- 0851 WINDOWS: ALUMINUM FRAME WITH INCULATED GLASS, LIGHTLY TINTED
SEE WINDOW SCHEDULE FOR MORE DETAILS
- 0852 BAY WINDOW: ALUMINUM FRAMES WITH MITERED INSULATED GLASS ²/_{A4.1}
- 0881 GLASS PANELS: 1/2" TEMPERED OR LAMINATED

WEST - FRONT SCALE 1/4"=1'-0" 5 LEGEND - ELEVATIONS AND SECTIONS SCALE N.A. 1



GRAPHIC SCALE
0' 10' 20'
SCALE 1/4"=1'-0" 3



MIDDLE AVENUE

- [0471] STONE VENEER
- [0578] METAL RAILING: 2" DIA POLISHED STAINLESS STEEL, OR ALUM., SEALED
- [0601] WOOD SIDING:
- [0602] FACIAL BOARD: 2X10 EXTERIOR PRIMED TRIM, PAINTED
- [0603] WOOD SOFFIT:
- [0604] WOOD TRIM: 1X6 EXTERIOR PRIMED TRIM, PAINTED
- [0606] WOOD PICKET: 2X6
- [0609] WOOD FENCING: 7 FEET HIGH
- [0710] EXTERIOR PLASTER: STUCCO WITH SMOOTH ELASTOMERIC FINISH COAT
- [0740] ROOFING: STANDING SEAM METAL, "GALVALUME" OR EQUAL, COPPER COLOR
- [0761] GUTTERS: GALVANIZED IRON, 24 GA MIN. PAINTED
- [0762] DOWNSPOUT: GALVANIZED IRON 24 GA MIN. PAINTED
- [0763] ROOF PARAPET CAP: GALVANIZED IRON 24 GA MIN. PAINTED
- [0764] ROOF DRIP EDGE: GALVANIZED IRON 24 GA MIN. PAINTED
- [0765] PLASTER REVEAL: 1" ALUMINUM OR PLASTIC, PAINTED
- [0771] CHIMNEY CAP: GALVANIZED IRON 24 GA MIN. PAINTED
- [0815] GARAGE DOOR: SECTIONAL ALUMINUM PANELS
- [0821] ENTRY DOOR: WOOD, SEE DRAWING
- [0851] WINDOWS: ALUMINUM FRAME WITH INSULATED GLASS, LIGHTLY TINTED SEE WINDOW SCHEDULE FOR MORE DETAILS
- [0852] BAY WINDOW: ALUMINUM FRAMES WITH MITERED INSULATED GLASS
- [0881] GLASS PANELS: 1/2" TEMPERED OR LAMINATED

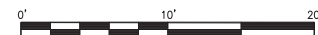
EAST (REAR)

SCALE 1/4"=1'-0"

5

LEGEND - ELEVATIONS AND SECTIONS

SCALE N.A. 1



GRAPHIC SCALE

NORTH

SCALE 1/4"=1'-0"

3

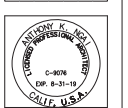


NEE DESIGN

Tony Ngai
Architect
180 PARK ROAD
BURLINGAME, CA 94010
TEL: 650-872-9158
© TONY NGA, 2018

DATE	REV./DESCRIPTIONS

JOB NO. 1801	SCALE:
DRAWN BY:	CHECKED BY:
DATE PRINTED:	DATE:
TITLE:	PROJECT NAME: 1801A502M



THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THE CONSTRUCTION OF THIS PROJECT WILL BE UNDER MY OBSERVATION.

EXTERIOR ELEVATIONS - NORTH AND EAST

THE HSU RESIDENCE
510 OLIVE STREET, MENLO PARK, CA 94025

SHEET NO. A5.2
NO. OF


NEE Design Inc.

 180 PARK ROAD
 BURLINGAME, CA 94010

TELEPHONE	(650) 872-9158
FACSIMILE	(808) 377-1996
EMAIL	akngai@cs.com
WEBSITE:	www.Nee-Design.com

PROJECT DESCRIPTION – 510 OLIVE STREET

The project is located at 510 Olive Street and the owner is requesting a use permit for the construction of a two-story residence on a substandard lot because the lot is less than 80 feet wide. The lot is 75 feet x 152.56 feet for a total lot size of 11,442 sq. ft. The existing house, a one-story structure of approximately 2,021 sq. ft. will be demolished. A new two-story single-family residence with a total area of 3,906 sq. ft.; 2,845 sq. ft. on the first floor and 1,061 sq. ft. on the second floor is proposed.

The immediate area around this parcel is comprised of one-story and two-story residences of various architectural styles. The proposed new residence is a two-story contemporary style structure with the second floor being less than 40% of the first floor. The house is set well behind the required setbacks for this property. All the existing trees, except for six, all non-heritage trees, will remain to maintain the lush landscape ambience of the property; some of the smaller specimen plants close to the construction of the new house will be relocated on the property. Part of the house façade will be clad in light-color flagstone veneer; and some of the roof fascia and soffits will be trimmed in Western red cedar, both features are traditional building materials for houses in this area but presented in a more contemporary approach. The windows have aluminum frames with dual-pane glass. There are two types of roofing materials used; the “flat” portion of the roof will have a gray color Thermoplastic Polyolefin, “TPO”, single-ply membrane which will not be seen from the street because of the continuous parapet along the roof edges. The slopping part of the roof will have a “Galvalumn” (a combination of galvanized metal and aluminum) metal roofing in a weather copper color at a 3:12 slope ratio.

The house will have two master bedrooms, for the owner and her parents, plus three additional bedrooms for quests, exercise and study. Because of the densely landscape surroundings, taller ceilings and windows help brighten up the interior space.

An outreach letter, has been sent out to neighbors within the 300-ft radius and one neighbor has responded stating their intention of not to oppose. We are waiting for other responses.

Kiely Arborist Services LLC

Certified Arborist WE#0476A

P.O. Box 6187

San Mateo, CA 94403

650-515-9783

RECEIVED

OCT 17 2018

CITY OF MENLO PARK
PLANNING DIVISION

October 9, 2018

Erica Hsu
510 Olive Street
Menlo Park, CA 94025

Site: 510 Olive Street, Menlo Park, CA

Dear Erica Hsu,

As requested on Wednesday, September 26, 2018 I visited the above site to inspect and comment on the trees. A new two story home is proposed on this site and your concern for the future health and safety of the trees has prompted this visit. Site Plan A1.1 was the only plan reviewed for writing 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.

510 Olive Drive 10/9/18

(2)

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
1P	Modesto ash (<i>Fraxinus velutina</i> 'Modesto') 10 times diameter=20'	23.5	55	30/25	Good vigor, poor form, topped for line clearance, poor unions at 7 feet with included bark, poor species, anthracnose, good screen for property, needs pruning maintenance in future to manage over extended limbs brought on by line clearance.
2P	Modesto ash (<i>Fraxinus velutina</i> 'Modesto') 10 times diameter=18'	21.8	55	30/25	Good vigor, poor form, topped for line clearance, poor unions at 7 feet with included bark, poor species, anthracnose, good screen for property, needs pruning maintenance in future to manage over extended limbs brought on by line clearance.
3P	Modesto ash (<i>Fraxinus velutina</i> 'Modesto') 10 times diameter=19'	23.1	55	30/25	Good vigor, poor form, topped for line clearance, poor unions at 7 feet with included bark, poor species, anthracnose, good screen for property, needs pruning maintenance in future to manage over extended limbs brought on by line clearance.
4P	Modesto ash (<i>Fraxinus velutina</i> 'Modesto') 10 times diameter=18'	21.0	55	30/25	Good vigor, poor form, topped for line clearance, poor unions at 7 feet with included bark, poor species, anthracnose, good screen for property, needs pruning maintenance in future to manage over extended limbs brought on by line clearance.
5	Jacaranda (<i>Jacaranda mimosifolia</i>)	6.5	70	20/15	Good vigor, fair form, young tree.
6	Cherry plum (<i>Prunus spp.</i>)	14.5	55	10/12	Fair vigor, poor form, multi leader at grade.
7P	Deodar cedar (<i>Cedrus deodara</i>) 10 times diameter=22'	26.4	45	45/20	Good vigor, poor form, topped in past at 10 feet, multiple new leaders at 10 feet, needs significant maintenance.
8R	Redwood (<i>Sequoia sempervirens</i>)	13.9	45	30/12	Poor vigor, fair form, drought stressed. Proposed for removal.
9R	Magnolia (<i>Magnolia grandiflora</i>)	13.5	65	35/20	Fair vigor, fair form. Proposed for removal.

510 Olive Drive 10/9/18

(3)

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
10	Redwood (<i>Sequoia sempervirens</i>)	10.9	80	40/15	Good vigor, good form.
11P	Redwood (<i>Sequoia sempervirens</i>)	15.9	80	40/15	Good vigor, good form. 10 times diameter=13'
12	Redwood (<i>Sequoia sempervirens</i>)	10.7	80	40/15	Good vigor, good form.
13	Saucer magnolia (<i>Magnolia x soulangeana</i>)	4.1@base	80	8/8	Good vigor, good form, young tree.
14	Orange (<i>Citrus spp.</i>)	5.6	40	10/10	Fair to poor vigor, fair form, suppressed, abundance of dead wood.
15	Cherry plum (<i>Prunus cerasifera</i>)	3.8	45	12/10	Poor vigor, poor form, suppressed.
16R	Japanese maple (<i>Acer palmatum</i>)	4.8	80	15/12	Good vigor, good form, aesthetically pleasing. Proposed for removal.
17R	Coral bark maple (<i>Acer palmatum</i> 'Sango kaku')	4.0	80	12/10	Good vigor, good form, aesthetically pleasing. Proposed for removal.
18R	Coral bark maple (<i>Acer palmatum</i> 'Sango kaku')	4.0	80	12/10	Good vigor, good form, aesthetically pleasing. Proposed for removal.
19R	Coral bark maple (<i>Acer palmatum</i> 'Sango kaku')	4.0	80	12/10	Good vigor, good form, aesthetically pleasing. Proposed for removal.
20	Cherry plum (<i>Prunus cerasifera</i>)	3.5	60	12/10	Fair vigor, fair form.
21*	Birch (<i>Betula pendula</i>)	6est	70	25/15	Fair vigor, fair form, 3 feet from property line.
22*	Evergreen pear (<i>Pyrus kawakamii</i>)	6est	70	20/15	Good vigor, fair form, 3 feet from property line.

*-Indicates neighbors tree P-Indicates protected tree by city ordinance

R- Indicates proposed removal

Summary:

The trees surveyed on site are a mix of imported species. Trees #1-4, 7 and 11 were the only heritage trees found on site. 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.

Non-protected trees to be removed.

No protected trees are proposed to be removed on this site. Redwood tree #8 and Magnolia tree #9 are proposed to be removed to allow for a secondary entrance into the property off of Olive Street. Currently there is one driveway on the Middle Avenue side of the property. The proposed secondary entrance will provide an easier entrance into the property as Middle Avenue is a busy street.



Japanese maple trees #16-19 are located in front of the existing home a few feet from the foundation. These trees are located within the proposed foot print of the new home raising the need to remove these trees. The owner may be relocating these trees on site. If so a tree mover specialist should be called. The price of moving a tree may significantly outweigh the cost of a new tree of the same species.

Showing Japanese maple trees



Summary:

Modesto ash trees #1-4 are located in front of the home along Middle Avenue in the public right of way. All of these trees have been topped in the past for overhead utility line clearance. Topping cuts are never recommended as they lead to decay at their point of origin as well as decay at the root. These trees all have good vigor that help create a dense screen along Middle Avenue. This species is highly susceptible to anthracnose and is the reason it is rarely used in the landscape anymore. Anthracnose can cause defoliation at different times in the year. Usually new growth follows the loss of leaves. Because of the past line clearance pruning, these trees are developing over extended limbs and off balanced canopies. It is recommended to prune these overextended limbs using reduction cuts every 3-5 years to reduce the risk of a large limb failure.

Showing Modesto ash street trees



Deodar cedar tree #7 is the only protected tree on site in poor condition. This tree has good vigor, but poor form. The tree has been topped at 10 feet in the past. Multiple new leaders have grown from the past topping cuts. The risk of leader failure is moderate as this is not the natural form of the species. As the leaders grow larger they will be at risk of pushing against each other. The owner would like to keep this tree. It is recommended to use reduction cuts to reduce the tree's height to 35 feet. This tree should be reduced every year or two, in order to keep the tree at its current height. Selective leader removal may also reduce risk of a leader failure by allowing more room.

Showing cedar tree with multiple leaders

Redwood tree #11 is the only other protected tree on site. It is located within a grove of 3 redwood trees at the corner of Middle Avenue and Olive Street. All 3 redwood trees are in good condition. This species will need supplemental irrigation throughout its lifespan to maintain a healthy canopy.

The remaining trees not discussed above are not protected trees. Trees with a condition rating under 50 are considered to be poor trees, and should either be removed or mitigated to improve their condition.

Proposed work near the protected trees on site/recommendations:

A new pervious paver driveway is proposed at the same location as the existing driveway near Modesto ash trees #3 and #4, but proposed to be widened once inside the property. The proposed driveway will need to stay at least 6 feet away (3 times diameter) from the Modesto ash trees in locations where there is not currently a driveway located. Any closer to the trees may result in structural instability due to excavation/compaction needed within the trees critical root zones (of 6 feet). New driveway construction when within 19' (10 times diameter) from these trees must be completed in a way that reduces impacts to the trees as much as possible. It is recommended to construct the new pervious paver driveway using Biaxial Geogrid in areas where there is not currently a driveway to allow for a zero cut driveway type build. The geogrid is pinned down over the existing soil as an underlayment which disperses loads laterally, and allows for building up a base section over the existing soil as a "zero cut" type driveway build. This will make for a raised finish driveway grade, but will also allow for a thinning of the required base section thickness to as much as 50% below standard.

In areas where the existing driveway is already located and to be demolished, hand tools must only be used to remove the driveway when within 19 feet from these trees. A jackhammer can be used to break the existing driveway material into small hand manageable sized pieces. All existing base rock material shall also be removed by hand. If possible the existing base rock for the driveway should remain and be reused. This would reduce impacts as much as possible. If not possible all encountered roots during this process must be exposed and remain as damage free as possible. If left exposed for longer than 1 day the roots shall be wrapped in burlap and kept moist by spraying down the burlap multiple times a day. Because excavation for the removal of the old material is taking place, driveway construction in these areas is recommended to use "Structural Soil" (CU Mix) as an aggregate. Structural Soil can be packed around all of the exposed existing roots and compacted to engineering standards while still allowing for future root growth. The new driveway can then be built on top of the Structural Soil mix. Despite its name Structural Soil looks like your average aggregate but has been specifically designed to be used as aggregate when near trees to allow for root growth. If the above recommendations are put into action, the impacts to the trees are expected to be minor. Heavy irrigation during construction of the driveway to the ash trees is recommended. The top foot of soil shall be saturated within the tree protection zone every 2 weeks. The Project Arborist must be called out to the site to witness all proposed driveway work underneath the canopy spread of the protected ash trees on site.

It is unclear how deep the footing for the existing property line wall is near the Modesto ash street trees. If there is a deep continuous footing for the wall, the footing may have acted as a root barrier. If so roots may be minimal to nonexistent on the other side of the property line wall.

A new property line fence is proposed near the Modesto ash street trees. The fence is recommended to be constructed in a way that can bridge over the root zones of these trees and sit on top of grade when possible. All post holes shall be placed as far from the trees as possible. The Project Arborist must be on site to witness all excavation when underneath the canopy of a protected tree on site.

The proposed building and pavers will be located near deodar cedar tree #7. A no dig zone of 7 feet from this tree is recommended. This is considered to be the tree's critical root zone. Digging closer than 7 feet may have impacts on the trees stability. The proposed corner of the home foundation is 10 feet from the tree. All excavation for the foundation or any other reason must be excavated by hand when within 20 feet from this tree. Roots must be left exposed for the Project Arborist to examine. All roots will need to be cleanly cut under the Project Arborist supervision. The pavers near this tree are recommended to be built on top of grade if possible. The recommended pruning to this tree will keep the tree at a manageable size throughout its lifespan. Impacts to the tree's health are expected to be minor. Irrigation for the tree as close to where the cut has taken place is recommended. A soaker hose shall soak the area until the top foot of soil is saturated every 2 weeks for 1 year. The following tree protection plan will help to ensure the future survival of the trees to be retained.

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 a distance equal to the trees canopy spread 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 or for any other reason, should be mulched with 6" of coarse wood chips with ½ inch plywood laid on top(landscape barrier). 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. The current tree protection zones are shown too small on the site plan/demo plan. On the next page is a diagram showing the recommended tree protection fencing locations on site.



Areas highlighted in yellow represent area to be fenced off by tree protection fencing

Landscape Barrier

Where tree protection does not cover the entire root zone of the trees, 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

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.

Grading

The existing grade underneath the canopies of the protected trees on site is recommended to be retained as is. Grade changes of 3" may be acceptable by the Project arborist after review. Any grade changes proposed that are greater than 3" will require special mitigation measures for tree in close proximity. No grade changes are allowed within 3 feet of a tree's basal flare.

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. 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 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). 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

NEIGHBORHOOD OUTREACH – 510 OLIVE STREET

An outreach letter, has been sent out to neighbors within the 300-ft radius and one neighbor has responded stating their intention of not to oppose.

After the letters were sent, we received inquiries from the following neighbors:

1. Joan Dolan, 12 Garland Place.
2. James Crawley, 592 Olive Street
3. Dan Frier, 1495 Middle Avenue

A complete set of the project descriptions and drawings were emailed to the above neighbors and we have not received further comments from them.



STAFF REPORT

Planning Commission

Meeting Date: 3/11/2019
Staff Report Number: 19-016-PC

Public Hearing: Use Permit, Variance, Sign Review, and Architectural Control/Juan Guillen/1305 Willow Road

Recommendation

Staff recommends that the Planning Commission approve a request for a use permit, variance, sign review and architectural control for an addition to the rear and construction of a new covered porch around the side and front, of a grocery store in an existing commercial building. The subject property is on a lot in the C-2-B (Neighborhood Mixed Use District, Restrictive) zoning district which has varying side and rear setbacks depending on whether the zoning district of the adjacent properties is residential. A variance is being requested to allow the front porch to be built within the new 20 ft. right side setback, which would be increased due to the proposed abandonment of the portion of Frontage Road between the project site and the 1345 Willow Road site. The proposal also includes a request to modify the operating hours limited in this zoning district, from 8:00 a.m. – 8:00 p.m., to 5:00 a.m. – 9:00 p.m. inclusive of deliveries. The applicant is proposing outdoor seating for customers, and outdoor storage of items for sale within the building such as produce on carts, propane tanks, and water. The proposal also includes a request for sign review to allow red and yellow colors that would exceed the 25-percent limitation on bright colors in the sign design guidelines for new wall and monument signs. Circulation for the site is proposed to utilize the portion of Frontage Road that the City Council has begun the process to abandon. Otherwise, circulation would utilize the Frontage Road right of way. The parking lot is proposed to be re-striped to meet the parking standards. The recommended actions are included as Attachment A.

Policy Issues

Each use permit, variance, sign review, and architectural control request is considered individually. The Planning Commission should consider whether the required use permit, variance, sign review, and architectural control findings can be made for the proposal.

Background

Site location

The subject parcel is located at 1305 Willow Road in the C-2-B (Residential Mixed-Use, Restrictive) zoning district. For the purposes of this staff report, Willow Road is considered to have a north-south orientation, and all compass directions referenced will use this orientation. The parcels making up this property are located at the northwest corner of the intersection of Willow Road and Ivy Drive, directly east of the intersection of Frontage Road and Ivy Drive. Willow Road is considered the front of the lot, as it is the shorter of the two sides. Given the nature and use of Frontage Road providing access to the neighboring site, the property line opposite Willow Road is considered the rear, and the side opposite the Ivy Drive frontage is considered an interior side. The site is currently occupied by a neighborhood-serving grocery store, the Soleska Market. Access to the parking lot for the market is currently achieved through two curb

cuts on the Ivy Drive side, one near to the Willow/Ivy intersection and the other near the Ivy/Frontage intersection, as well as a driveway off of Frontage Road at the rear. The City Council has initiated the process to abandon the portion of Frontage Road along the north side of the property. A 13-ft portion of the public right-of-way to be abandoned would be acquired by the owners of the subject property, the remaining area would go to the neighboring property at 1345 Willow Road. An application for R-4-S compliance is on file for an affordable multi-family development on the neighboring property at 1345 Willow Road. The Planning Commission will need to review and confirm consistency with the General Plan, and ultimately the City Council will need to approve the abandonment and sale of the public right-of-way. The area of the proposed acquisition is included as part of the project parcel.

The property to the east across Willow Road is zoned LS-B (Life Sciences, Bonus), and is occupied by the Mid-Peninsula High School. North of the Mid-Peninsula High School site, a proposal has been received for a multi-parcel mixed use development, known as the "Willow Village" masterplan. To the west, across Frontage Road, the majority of the properties are zoned R-1-U (Single-Family Urban Residential) and are occupied by single-family residences. The parcels to the north, across the portion of Frontage Road that is proposed to be abandoned, are zoned R-4-S (High Density Residential, Special). These parcels are owned by Mid-Peninsula Housing, and review of a proposal to redevelop the site with 140 Multi-Family Dwelling units is currently underway. The property to the south across Ivy Drive is also zoned C-2-B (Neighborhood Mixed Use District, Restrictive). This site is currently vacant. A location map is included as Attachment B.

Right-of-way Abandonment

MidPen Housing requested the City abandon portions of Frontage Road to the north of the subject site, adjacent to its project site at 1345 Willow Road to facilitate their proposed development. On January 29, 2019, the City Council approved the first step of a three-step process to abandon public right-of-way, and noticed the remaining steps. The portion of Frontage Road separating the subject property from the MidPen site is proposed to be split, with a 13-foot wide section for the length of the property, approximately 1,700 sq.ft, to be acquired by the owner of the subject property. The portion of Frontage Road to the west (rear property line) of the property would remain public right-of-way. The abandonment of the right-of-way would also require Planning Commission review of the proposal for consistency with the General Plan. This item was initially noticed for the February 25, 2019 Planning Commission meeting but was continued to the March 11, 2019 Planning Commission meeting. The third and final step, City Council action on of the abandonment and sale agreement, was noticed for the March 12, 2019 City Council Meeting but given the change in the Planning Commission date will be rescheduled for March 26, 2019 to allow the staff report to include the Planning Commission's recommendation.

Analysis

Project description

The applicants are proposing to construct a 709-square-foot addition to the rear and approximately 1080 square-foot covered porch around the side and front of an existing 4,320-square-foot commercial building to facilitate deliveries, accommodate storage, and refresh the exterior appearance of the building. The property is currently made up of two parcels, with a combined area of 19,592 square feet. As part of the proposed right-of-way abandonment and acquisition of the above-mentioned portion of Frontage Road, a lot merger would create a single parcel with a total lot area of approximately 21,317 square feet.

All new construction of permitted uses within the C-2-B zoning district requires architectural control approval from the Planning Commission. There are no requirements for minimum lot area, however the cumulative area for all the lots in the entire district could not be less than the minimum district size of 25,000 square

feet. There are no minimum lot dimensions. The required minimum setbacks vary. Ten feet is required for the front and corner side setbacks. There are no required interior side or rear setbacks, unless abutting a residential district where a 20-foot setback shall be provided. The maximum building coverage for lots in the C-2-B is 60 percent of the building site and the floor area ratio (FAR) for nonresidential uses shall not exceed 40 percent for lots under 20,000 square feet. The proposed acquisition of the ROW to be abandoned would increase the lot area beyond the 20,000 square foot threshold, thereby allowing a maximum FAR of 50 percent. A FAR of 23.6 percent is proposed. In addition, 10 percent of the site is required to be covered with appropriate landscaping. The existing condition does not meet the minimum landscaping requirement, but under the current proposal the minimum required landscaping would be met through the changes to the parking configuration and site improvements.

The existing building is situated at the right side property line, near the rear edge of a PUE that extends over the entirety of the front parcel (approximately 43 feet from Willow Road for the full width of the frontage). The proposal would create a thirteen-foot drive aisle over the acquired ROW to the right of the existing building to accommodate site circulation. The proposed addition at the rear is intended to be used for storage, and is situated to comply with the new 20 foot side setback at the right side. Retractable shade coverings are proposed on the addition at the rear to provide coverage during deliveries. A loading zone area at the rear of the site is proposed. The applicant has provided details regarding deliveries and turning diagrams for the trucks have been included. A new driveway is proposed at the rear to help facilitate deliveries on site. The existing trash enclosure is proposed to be refaced and covered to comply with stormwater requirements. Recology approval of the proposed trash location will be required prior to building permit issuance per condition 8 d vii. The maximum height of the building would be 16 feet, 11 inches where a 30-foot maximum is allowed. A data sheet that describes the parcel and project attributes in more detail is included as Attachment C. The project plans and the applicant's project description letter are included as Attachments D and E, respectively.

Design and materials

The proposed improvements include a new roof structure covering a tiled porch that would wrap the Ivy Drive and Willow Road sides of the building. The proposed covered porch would add visual character and a comprehensive style to the aging existing flat-roofed structure. The sloped porch roof would be supported by painted posts with stone veneer bases. The roof would have tile shingles, and be punctuated by two prominent round arches, typical of what might be seen at other grocery stores. One arch is proposed on the Ivy Drive side of the building where an accessible pathway connects the sidewalk to the covered porch, and the other above the entrance to the building on the Willow Road side. To the right of the entrance, an outdoor seating area is proposed to be surrounded by a painted metal railing. Moveable tables and chairs would be located within the seating area, and would be brought in to the building after hours. At the front of the building the porch would also house moveable carts intended to hold produce. The applicant has indicated their customers prefer and have requested produce be on display. To shield the produce during the day, retractable metal overhangs are proposed to be integrated into the roof structure at the front. The overhangs would be extended to provide shade over the carts, and then retracted and stored inconspicuously beneath the porch roof. The exterior of the building is proposed to have a smooth stucco finish and would be painted. A color and materials board will be available for the Planning Commission's review at the meeting.

The proposed addition at the rear would enhance existing storage and delivery operations. The proposed addition would be outside of the required right side setback (accounting for the increased setback after a potential abandonment of the Frontage Road). Retractable awnings are proposed at the rear to cover produce during delivery times. The applicant has indicated they will be neatly stored outside of delivery and business hours. The awnings have been proposed at a height that would enable trucks to pass freely

beneath them when they are fully extended.

Staff believes that the proposed design of the building would be compatible with the mix of single-and multi-family residential and commercial building styles in the vicinity. Further the proposed addition, covered porch, and outside storage would enhance the operations of the existing neighborhood serving market, while improving its overall appearance and establishing a cohesive aesthetic. .

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 be \$864,000, meaning that the applicant would be allowed to propose new construction and remodeling at this site totaling less than \$432,000 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 \$173,300. Based on this estimate, the proposed project will not exceed 50 percent of the replacement cost of the existing structure, therefore not requiring use permit review by the Planning Commission for the nonconforming structure.

Parking and circulation

The C-2-B zoning district allows permitted, administrative, and conditional uses with a range of potential traffic volumes, including multiple dwellings, retail stores, financial and personal services, professional offices, restaurants, service stations, and mortuaries. Section 16.40.030 (13) outlines the parking requirements by land use category. Table 1, below, illustrates the required parking rate for retail services.

Table 1: Parking				
	C-2-B Zoning District		Existing Parking	Proposed Parking
Parking Ratio	Minimum 2.5 spaces per 1,000 s.f. GFA	Maximum 3.3 spaces per 1,000 s.f. GFA	1 space per 160 s.f. GFA	3.3 spaces per 1,000 s.f. GFA
Total Parking Spaces	13	15	27 spaces*	15 spaces

*existing number of spaces includes parking spaces that would not meet the development regulations on spaces within a required setback and/or the City of Menlo Park parking stall and driveway design guidelines.

With regard to vehicular circulation on the site, automobiles could enter and exit the property via a two-way driveway off of Frontage Road near the intersection of Frontage Road and Ivy Drive or by way of a two-way driveway on Ivy Drive, near the intersection of Ivy Drive and Willow Road. The intended circulation pattern would loop exiting traffic from the spaces in front of the building out via a one-way drive over the portion of Frontage Road to be acquired. Parking on this exit route would not be permitted. Nine existing parking spaces would be provided in front of the market, including two accessible spaces connected to a path of travel leading to the entry. The remaining six spaces would be provided outside of the left corner-side setback. Both parking areas would have a backup distance of 23 feet or more, which is consistent with the City’s Parking Stalls and Driveway Design Guidelines and adequate for vehicular navigation and safety. Prominent “Do Not Enter” signs would be posted at the exit onto Frontage Road, which would ensure that drivers are aware of the one-way vehicular flow and that turns onto the drive aisle from Frontage Road are illegal. Given the width of the existing curb cut apron near the intersection of Ivy Drive and Willow Road, the direction of traffic flow along Ivy Drive, and the small number of vehicles estimated to enter the site during

the peak AM and PM hours, conflicts between left-turn traffic from Willow Road onto Ivy Drive and folks exiting the site are anticipated to be minimal. The Transportation Division has reviewed the proposed site circulation and access and determined that the proposal would meet the City's standards.

For pedestrians, a new pathway connecting the covered porch to the sidewalk at Ivy Drive would be installed, and would continue as a four-foot path around the side of the building to short term bicycle parking on the side and the main entrance at the front. For cyclists, a bicycle rack would be placed on the side of the building, per the requirements of the Transportation Division.

Sign review

The applicant is requesting to install a new permanent monument sign at the corner of Willow Road and Ivy Drive and new building-mounted sign that corresponds to the business name for their existing business. The design requires Planning Commission review due to the overall percentage of bright colors on the lettering and logo. The proposed sign is shown on sheet A5.2 in the project plans (Attachment D).

Staff reviews a sign application for conformance with both the Zoning Ordinance regulations and the Design Guidelines for Signs. If the request meets the requirements in both documents, staff can approve the sign request administratively. If, however, the sign request would not adhere to the regulations of the Zoning Ordinance and/or be incompatible with the Design Guidelines for Signs, the review of the application is forwarded to the Planning Commission, either through a variance application (in the case of noncompliance with the Zoning Ordinance) and/or as a general review of the sign for consistency with the Design Guidelines.

For this application, staff determined that the proposed sign would comply with all Zoning Ordinance regulations. In particular, the subject site is permitted to have a maximum of 100 square feet of signage. The proposed sign area for the monument sign is 30 square feet, and the wall sign is proposed to be 45 square feet which creates a total sign area of 75 square feet. However, the proposed sign would not be consistent with the Design Guidelines for Signs. Specifically, the sign would not comply with item B.7 of the Guidelines, which states signs using the bright colors listed shall require Planning Commission review and approval. Yellow, orange and red are listed as bright colors. The proposed lettering on the signage would utilize yellow, and the logo colors feature yellow as well as some orange and red.

The proposed monument sign would be eight feet tall, featuring eight-inch tall letters for the name of the business, "Soleska Market". As well as the logo, a basket holding corn and grains with a bright multi-color ball. The monument sign is proposed to be externally lit from lights on the ground and would be visible from Willow Road. Each individual letter would be set on the face of the sign. The wall mounted sign is proposed within the rounded arch above the entrance to the market. No illumination is proposed for the wall mounted sign. It would also feature yellow letters and the bright logo.

Staff believes that the sign would be attractive, compatible with the business, and the design of the proposed signs would fit well with the aesthetic of the proposed improvements.

Trees and landscaping

The project site is mostly paved and contains few heritage-size trees and existing landscaping. As part of the proposed project, approximately 10 percent of the lot would be landscaped with a mix of shrubs and groundcover, with seven new trees predominantly around the edges of the property, adjacent to the parking areas, and some groundcover adjacent to the exit drive on the north side. The plantings would mainly consist of *Acer freenanii* species (red maple), with various other low water plants to provide accents around the site.

Variance request

As part of this proposal, the applicant is requesting a variance to reduce the required right side setback from 20 feet to 15 feet to allow the construction of the proposed front porch.

The variance request for the reduced right side setback for the front porch would comply with the Zoning Ordinance requirement that variances not reduce a specific development standard by more than 50 percent of the requirement. In this case, for a twenty-foot setback requirement, a variance could not be granted for a structure closer than ten feet to the property line.

The applicant has provided a variance request letter that is included as Attachment G. The required variance findings are evaluated below in succession. All findings are required to be met in order for each 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 the primary property aspect that they believe to be unique as the change in setback resulting from the right-of-way abandonment that was proposed by the neighboring property. In staff's view, the change in land use of the ROW presents a unique situation. The change from ROW to R-4-S residential zoning abutting the northern side of the property increases the setback to 20 feet, per the Zoning Ordinance. The property owner agreed to work with the City and the neighboring applicant to acquire a portion of Frontage Road, which improves the separation distance between the existing market building and the property line. Staff supports this finding for the porch setback due to the unique nature of the change in setback resulting from a request by the neighboring property owner for the City to abandon the ROW.

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 continuation of the building line for the front porch would be necessary to provide a cohesive aesthetic, and that similar markets with outdoor seating and open-air produce would be able to develop porch coverings needed to shield their goods and customers. The side adjacent to Frontage Road to the north was interpreted by staff to be an interior side for setback purposes since Frontage Road was public right-of-way predominantly used solely for access to the neighboring property. Were the abandonment not proposed by the neighboring property the market could propose the porch in the proposed location to provide a consistent look and full coverage with the proposed porch. Further, the applicant submitted its application in advance of the request from the neighboring property owner for the ROW abandonment. The property's relationship to the existing ROWs (Willow Road, Ivy Drive, and two property lines along the Frontage Road) is unique, compared to other properties in the C-2-B zoning district.

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 applicant notes that the porch is open in nature by design, and the proposed variance will not allow the existing building wall to be nearer to the side property line. Staff believes that the variance request for the porch post to be in line with the building would likely have a minimal to no impact on the neighboring property with respect to light and air and that the variance would not be materially detrimental to the public

health, safety or welfare.

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 unlikeliness of a right-of-way abandonment of a ROW separating another C-2-B property from a residentially zoned parcel and the resultant change in setback as justification for this finding. Staff believes that the requested variance for the porch posts within the setback would not be applicable, generally, to other property in the same zoning district due to the confluence of the proposed neighboring development, location of the property relative to neighboring lots, and unique ROW abandonment component.

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 and a finding regarding an unusual factor does not apply.

Due to the above factors staff is recommending the Planning Commission approve the variance request for the porch to incorporate a 15-foot setback into the proposed design.

Correspondence

The applicants' project description letter (Attachment D) indicates that they performed outreach and sent a flyer soliciting feedback from nearby neighbors in English and Spanish. The flyer includes details regarding the proposal and a rendering of the proposed project, as well as a survey question regarding future plans to request a liquor license. The back of the flyer features the site plan. The letter describing the response to the outreach as well as the flyers with written responses have been included as Attachment F. Staff reviewed and translated the responses to confirm they appear to be largely positive, for both the architectural improvements and prospect of a future liquor license request. One response voiced concern over the liquor license request, however this is not being requested at this time and would require review by the Planning Commission of a use permit. Staff has not received any items of correspondence directly regarding the proposal.

Recommended conditions

As proposed, the circulation plan for the site depends on the portion of Frontage Road that is proposed for acquisition. Therefore, the recommended conditions would tie the approval of the variance, use permit, sign review and architectural control to the completion of the ROW abandonment and City Council sale agreement (condition 8 d. iii). The recommended conditions would additionally require all deliveries to be accomplished on site (condition 8 c i). The spaces identified on the delivery turning diagrams as "conflict spaces", (i.e. spaces that will be unavailable to patrons while the larger trucks are maneuvering) will need to be coned off with appropriate signage the night before to ensure trucks are able to maneuver and customers and employees do not park in the spaces accidentally (condition 8 c ii). Staff is also recommending the following hours of operation be approved: 5:00 a.m. to 9:00 p.m. with the store hours for customers beginning at 6:00 a.m. (condition 8 a i). Staff recommends approval of the request for outside storage of goods for sale within the building. The applicant is proposing to leave the carts outside overnight. However, staff has added a recommended condition of approval that the produce carts and any perishable goods be brought in after business hours and kept inside overnight (condition 8 a ii). The Engineering Division will be updating the City's easement language for the PUE over the front portion of the property to authorize the construction of the proposed monument sign and outdoor seating railings in the easement area. The language would specify that the property owner would be responsible for the removal of the sign and/or

railing and patio finishes should the future work within this easement conflict with these structures. Prior to building permit issuance, the property owner would be required to submit formal acknowledgement of the modified easement language (condition 8 b i). The Engineering Division has indicated that this project site does not presently have a backflow preventer device installed, staff is recommending a condition to propose a location and device subject to review and approval by the Engineering Division prior to building permit issuance (condition 8 d v).

Conclusion

The proposed project would improve the appearance and authorize improved operations for a neighborhood-serving market, while maintaining much of the existing structure. The overall scope of work to the nonconforming structure would not exceed the threshold for a use permit. The intended hours of operation would be from 5:00 a.m. to 9:00 p.m. Monday through Friday and would facilitate delivery needs while maintaining the level of service requested and expected by its customers and the responses from the neighbors who provided comments to the applicant were positive. The proposed covered porch would add visual interest and a comprehensive style to the existing flat-roofed building. The building site would benefit from the added landscaping and the revised parking configuration will meet the requirements for the zoning district and the City's Transportation Division's has approved the site access and circulation. The new pathways would be designed to meet applicable accessibility requirements and safely connect the market to the City sidewalk on Ivy Drive and parking lot areas. The outdoor seating would improve the customer experience and allow customers to enjoy prepared foods and other snacks for sale within the market on-site. The proposed signage, inclusive of the logo would exceed the threshold for bright colors outlined in the sign design guidelines and chapter of the Zoning Ordinance, however staff believes the quality of the signage and design of the sign will improve the visual appearance of the building and positively impact the neighborhood. The overall building would be below the maximum FAR and height permitted, and with greater landscape area than required by the C-2-B zoning district. Furthermore, staff has recommended conditions that would ensure requirements for all City Departments are met, and potential conflicts between large truck deliveries and patron parking are mitigated. Staff recommends that the Planning Commission approve the proposed variance, use permit, sign review and architectural control application.

Impact on City Resources

The project sponsor is required to pay Planning, Building and Public Works permit fees, based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the project. In addition, the proposed development would be subject to payment of a Transportation Impact Fee (TIF). These required fees were established to account for projects' proportionate obligations.

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 on the use permit and architectural control will be effective after 15 days unless the action is appealed to the City Council, in which case the outcome of the application shall be determined by the City Council.

Attachments

- A. Recommended Actions
- B. Location Map
- C. Data Sheet
- D. Project Plans
- E. Project Description Letter
- F. Outreach Description Letter, Flyer and Responses
- G. Variance Letter

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:
Ori Paz, Assistant Planner

Report reviewed by:
Kyle Perata, Acting Principal Planner

THIS PAGE INTENTIONALLY LEFT BLANK

1305 Willow Road – Attachment A: Recommended Actions

LOCATION: 1305 Willow Road	PROJECT NUMBER: PLN2018-00043	APPLICANT: Juan Guillen	OWNER: Dora L. C. Caballero Trust
<p>PROPOSAL: Request for a use permit, variance, sign review and architectural control for an addition to the rear, and construction of a new covered porch around the side and front, of a grocery store in an existing commercial building. The subject property is on a lot in the C-2-B (Neighborhood Mixed Use District, Restrictive) zoning district which has varying side and rear setbacks depending on whether the zoning district of the adjacent properties is residential. The City Council has begun the process to abandon a portion of Frontage Road, including the piece that separates 1305 Willow Road and 1345 Willow Road. Should the abandonment be approved, a portion of Frontage Road would be acquired by the owners of the subject property. The property would then abut a residential property and the setback at this side would change to 20 ft. A variance is being requested to allow the front porch to be built within the new 20 ft. right side setback. The proposal includes a request to modify the operating hours limited in this zoning district, from 8:00 a.m. – 8:00 p.m., to 5:00 a.m. – 9:00 p.m. inclusive of deliveries. The applicant is proposing outdoor seating for customers, and outdoor storage of items for sale within the building such as produce on carts, propane tanks, and water. The proposal also includes a request for sign review to allow red and yellow colors that would exceed the 25-percent limitation on bright colors in the sign design guidelines for a new wall and monument signs. Circulation for the site is proposed to utilize the portion of Frontage Road that the City Council has begun the process to abandon. Otherwise, circulation would utilize the Frontage Road right of way. The parking lot is proposed to be re-stripped to meet the parking standards.</p>			
DECISION ENTITY: Planning Commission	DATE: March 11, 2019	ACTION: TBD	
VOTE: TBD (Barnes, Doran, 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 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 15-foot right side setback for the posts of the front porch: <ol style="list-style-type: none"> a. The unique attribute at this site is the change in the interior side setback, from zero to 20 feet when abutting a residential zoning district, that would result from a proposed right-of-way abandonment which if approved would convert the portion of Frontage Road separating the subject property from the multi-family residential development at 1345 Willow Road and shift the property lines. A portion of this ROW is proposed to be acquired by the property owners of the subject property, however the area will not provide the necessary 20 feet for a side setback where abutting a residential use and would therefore necessitate the variance. b. The requested variance for the encroachment of the post for the front porch would allow for the proposed overhang to extend the full width of the front façade. A covered entry is a typical feature of similar markets in the area. This portion of the porch would cover a proposed outdoor seating area that would provide an opportunity for customers to enjoy prepared foods on site. Similar markets in the area also have outdoor seating. Prior to the change in land use of the portion of Frontage Rd. the porch post would have been permitted in the proposed location which would have allowed the continuation of the porch as is typical of the desired architectural style. c. The side setback encroachment of the post would not be detrimental to the public health, safety, and welfare, or impair an adequate supply of light and air to the adjacent properties since the proposed location would maintain 15 feet of separation from the property line and the porch itself is open in nature. d. The requested variance for the modified side setback would not be applicable, generally, to other property in the same zoning district due to the fact that there are a limited number of properties zoned C-2-B that could abut residential properties should a right-of-way 			

1305 Willow Road – Attachment A: Recommended Actions

LOCATION: 1305 Willow Road	PROJECT NUMBER: PLN2018-00043	APPLICANT: Juan Guillen	OWNER: Dora L. C. Caballero Trust
<p>PROPOSAL: Request for a use permit, variance, sign review and architectural control for an addition to the rear, and construction of a new covered porch around the side and front, of a grocery store in an existing commercial building. The subject property is on a lot in the C-2-B (Neighborhood Mixed Use District, Restrictive) zoning district which has varying side and rear setbacks depending on whether the zoning district of the adjacent properties is residential. The City Council has begun the process to abandon a portion of Frontage Road, including the piece that separates 1305 Willow Road and 1345 Willow Road. Should the abandonment be approved, a portion of Frontage Road would be acquired by the owners of the subject property. The property would then abut a residential property and the setback at this side would change to 20 ft. A variance is being requested to allow the front porch to be built within the new 20 ft. right side setback. The proposal includes a request to modify the operating hours limited in this zoning district, from 8:00 a.m. – 8:00 p.m., to 5:00 a.m. – 9:00 p.m. inclusive of deliveries. The applicant is proposing outdoor seating for customers, and outdoor storage of items for sale within the building such as produce on carts, propane tanks, and water. The proposal also includes a request for sign review to allow red and yellow colors that would exceed the 25-percent limitation on bright colors in the sign design guidelines for a new wall and monument signs. Circulation for the site is proposed to utilize the portion of Frontage Road that the City Council has begun the process to abandon. Otherwise, circulation would utilize the Frontage Road right of way. The parking lot is proposed to be re-stripped to meet the parking standards.</p>			
DECISION ENTITY: Planning Commission	DATE: March 11, 2019	ACTION: TBD	
<p>VOTE: TBD (Barnes, Doran, Goodhue, Kennedy, Onken, Riggs, Strehl)</p>			
<p>ACTION:</p> <p>abandonment change the required setback. C-2-B properties that currently abut residentially-zoned properties would need to comply with the 20-foot setback.</p> <p>e. The property is not within any Specific Plan area. Hence, a finding regarding an unusual factor does not apply.</p> <p>3. Approve the variance to permit a fifteen foot setback for the proposed front porch post.</p> <p>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.</p> <p>5. Adopt the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:</p> <ul style="list-style-type: none"> a. The general appearance of the structure is in keeping with the character of the neighborhood. b. The development will not be detrimental to the harmonious and orderly growth of the city. c. The development will not impair the desirability of investment or occupation in the neighborhood. d. The development provides adequate parking as required in all applicable city ordinances and has made adequate provisions for access to such parking. e. The property is not within any Specific Plan area, and as such no finding regarding consistency is required to be made. <p>6. Make findings that the proposed colors on the monument and building mounted signage are appropriate and compatible with the businesses and signage in the general area.</p>			

1305 Willow Road – Attachment A: Recommended Actions

LOCATION: 1305 Willow Road	PROJECT NUMBER: PLN2018-00043	APPLICANT: Juan Guillen	OWNER: Dora L. C. Caballero Trust
<p>PROPOSAL: Request for a use permit, variance, sign review and architectural control for an addition to the rear, and construction of a new covered porch around the side and front, of a grocery store in an existing commercial building. The subject property is on a lot in the C-2-B (Neighborhood Mixed Use District, Restrictive) zoning district which has varying side and rear setbacks depending on whether the zoning district of the adjacent properties is residential. The City Council has begun the process to abandon a portion of Frontage Road, including the piece that separates 1305 Willow Road and 1345 Willow Road. Should the abandonment be approved, a portion of Frontage Road would be acquired by the owners of the subject property. The property would then abut a residential property and the setback at this side would change to 20 ft. A variance is being requested to allow the front porch to be built within the new 20 ft. right side setback. The proposal includes a request to modify the operating hours limited in this zoning district, from 8:00 a.m. – 8:00 p.m., to 5:00 a.m. – 9:00 p.m. inclusive of deliveries. The applicant is proposing outdoor seating for customers, and outdoor storage of items for sale within the building such as produce on carts, propane tanks, and water. The proposal also includes a request for sign review to allow red and yellow colors that would exceed the 25-percent limitation on bright colors in the sign design guidelines for a new wall and monument signs. Circulation for the site is proposed to utilize the portion of Frontage Road that the City Council has begun the process to abandon. Otherwise, circulation would utilize the Frontage Road right of way. The parking lot is proposed to be re-stripped to meet the parking standards.</p>			
DECISION ENTITY: Planning Commission	DATE: March 11, 2019	ACTION: TBD	
<p>VOTE: TBD (Barnes, Doran, Goodhue, Kennedy, Onken, Riggs, Strehl)</p>			
<p>ACTION:</p> <p>7. Approve the architectural control, use permit and sign review 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 Topos Architects, consisting of 19 plan sheets dated March 6, 2019, as well as the Project Description Letter dated March 5, 2019, and approved by the Planning Commission on March 11, 2019, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. b. Simultaneous with the submittal of a complete building permit application, 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. With the executed agreement, the property owner is responsible for the operation and maintenance of stormwater treatment measures for the project. The agreement shall run with the land and the agreement shall be recorded with the San Mateo County Recorder’s Office prior to building permit final inspection. c. 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 issuance of a building permit. d. Simultaneous with the submittal of a complete building permit application, the Applicant shall comply with all requirements of the Building Division, Engineering Division, Transportation Division, and Utilities Division that are directly applicable to the project. e. Simultaneous with the submittal of a complete building permit application, applicant shall coordinate with Menlo Park Municipal Water (MPMW) to confirm the existing water mains and service laterals meet the domestic and fire flow requirements of the project. If the existing water main and service laterals are not sufficient as determined by MPMW, applicant may, as part of the project, be required to construct and install new water mains and service laterals sufficient to meet such requirements. f. Simultaneous with the submittal of a complete building permit application, applicant shall coordinate with West Bay Sanitary District to confirm the existing sanitary sewer mains and 			

1305 Willow Road – Attachment A: Recommended Actions

LOCATION: 1305 Willow Road	PROJECT NUMBER: PLN2018-00043	APPLICANT: Juan Guillen	OWNER: Dora L. C. Caballero Trust
<p>PROPOSAL: Request for a use permit, variance, sign review and architectural control for an addition to the rear, and construction of a new covered porch around the side and front, of a grocery store in an existing commercial building. The subject property is on a lot in the C-2-B (Neighborhood Mixed Use District, Restrictive) zoning district which has varying side and rear setbacks depending on whether the zoning district of the adjacent properties is residential. The City Council has begun the process to abandon a portion of Frontage Road, including the piece that separates 1305 Willow Road and 1345 Willow Road. Should the abandonment be approved, a portion of Frontage Road would be acquired by the owners of the subject property. The property would then abut a residential property and the setback at this side would change to 20 ft. A variance is being requested to allow the front porch to be built within the new 20 ft. right side setback. The proposal includes a request to modify the operating hours limited in this zoning district, from 8:00 a.m. – 8:00 p.m., to 5:00 a.m. – 9:00 p.m. inclusive of deliveries. The applicant is proposing outdoor seating for customers, and outdoor storage of items for sale within the building such as produce on carts, propane tanks, and water. The proposal also includes a request for sign review to allow red and yellow colors that would exceed the 25-percent limitation on bright colors in the sign design guidelines for a new wall and monument signs. Circulation for the site is proposed to utilize the portion of Frontage Road that the City Council has begun the process to abandon. Otherwise, circulation would utilize the Frontage Road right of way. The parking lot is proposed to be re-stripped to meet the parking standards.</p>			
DECISION ENTITY: Planning Commission	DATE: March 11, 2019	ACTION: TBD	
<p>VOTE: TBD (Barnes, Doran, Goodhue, Kennedy, Onken, Riggs, Strehl)</p>			
<p>ACTION:</p> <p>service laterals have sufficient capacity for the project. If the existing sanitary sewer mains and service laterals are not sufficient as determined by West Bay Sanitary District, applicant may, as part of the project, be required to construct and install new sanitary sewer mains and service laterals sufficient to meet such requirements.</p> <ul style="list-style-type: none"> g. Simultaneous with the submittal of a complete building permit application, the Applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project. h. Simultaneous with the submittal of a complete building permit application, the 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, and 5) 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. i. Simultaneous with the submittal of a complete building permit application, the Applicant shall submit an Off-Site Improvements Plan for review and approval of the Engineering Division. The Off-Site Improvements Plan shall include all improvements within public right-of-way including but not limited to stormwater, concrete, asphalt, landscaping, striping, electrical, water and sanitary sewer. j. Simultaneous with the submittal of a complete building permit application, 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. k. Prior to building permit issuance, the Applicant shall pay all Public Works fees. Refer to City of Menlo Park Master Fee Schedule. l. Stormwater Pollution Prevention Program Best Management Practices (BMPs) for construction shall be implemented to protect water quality, in accordance with the approved Stormwater 			

1305 Willow Road – Attachment A: Recommended Actions

LOCATION: 1305 Willow Road	PROJECT NUMBER: PLN2018-00043	APPLICANT: Juan Guillen	OWNER: Dora L. C. Caballero Trust
<p>PROPOSAL: Request for a use permit, variance, sign review and architectural control for an addition to the rear, and construction of a new covered porch around the side and front, of a grocery store in an existing commercial building. The subject property is on a lot in the C-2-B (Neighborhood Mixed Use District, Restrictive) zoning district which has varying side and rear setbacks depending on whether the zoning district of the adjacent properties is residential. The City Council has begun the process to abandon a portion of Frontage Road, including the piece that separates 1305 Willow Road and 1345 Willow Road. Should the abandonment be approved, a portion of Frontage Road would be acquired by the owners of the subject property. The property would then abut a residential property and the setback at this side would change to 20 ft. A variance is being requested to allow the front porch to be built within the new 20 ft. right side setback. The proposal includes a request to modify the operating hours limited in this zoning district, from 8:00 a.m. – 8:00 p.m., to 5:00 a.m. – 9:00 p.m. inclusive of deliveries. The applicant is proposing outdoor seating for customers, and outdoor storage of items for sale within the building such as produce on carts, propane tanks, and water. The proposal also includes a request for sign review to allow red and yellow colors that would exceed the 25-percent limitation on bright colors in the sign design guidelines for a new wall and monument signs. Circulation for the site is proposed to utilize the portion of Frontage Road that the City Council has begun the process to abandon. Otherwise, circulation would utilize the Frontage Road right of way. The parking lot is proposed to be re-stripped to meet the parking standards.</p>			
DECISION ENTITY: Planning Commission	DATE: March 11, 2019	ACTION: TBD	
<p>VOTE: TBD (Barnes, Doran, Goodhue, Kennedy, Onken, Riggs, Strehl)</p>			
<p>ACTION:</p> <p>Pollution Prevention Plan (SWPPP). BMP plan sheets are available electronically for inserting into Project plans.</p> <p>m. 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.</p> <p>8. Approve the architectural control, use permit and sign review subject to the following project-specific conditions:</p> <ul style="list-style-type: none"> a. Planning-specific conditions: <ul style="list-style-type: none"> i. The market's operations shall be limited to the hours of 5:00 a.m. – 9:00 p.m. inclusive of deliveries. Store hours for customers shall begin at 6:00 a.m. ii. At the close of business each day, the applicant shall be required to move all produce carts and any other food items on display outside into the building. The carts may be returned to the porch area the following morning at the beginning of the delivery hours. b. Building-specific conditions: <ul style="list-style-type: none"> i. Prior to building permit issuance, the Applicant shall submit a letter signed by the property owner acknowledging the updated easement language regarding their responsibility to remove the monument sign and portion of the patio and railing within the easement area, should work need to be done in the easement area in conflict with the structures. c. Transportation-specific conditions: <ul style="list-style-type: none"> i. All deliveries must be accomplished on site. ii. Prior to the close of business each day, the applicant shall cordon off the “conflict spaces” with cones and appropriate signage as identified in their project description letter and delivery logistics plan. The cones and signage must remain until the last large-truck delivery at 8:00 a.m. at which time they must remove the cones to allow patron access to the parking spaces. iii. Prior to building permit issuance, the Applicant shall pay a Transportation Impact Fee (TIF) at a retail rate of \$4.87 per square foot of added gross floor area (GFA) for a total 			

1305 Willow Road – Attachment A: Recommended Actions

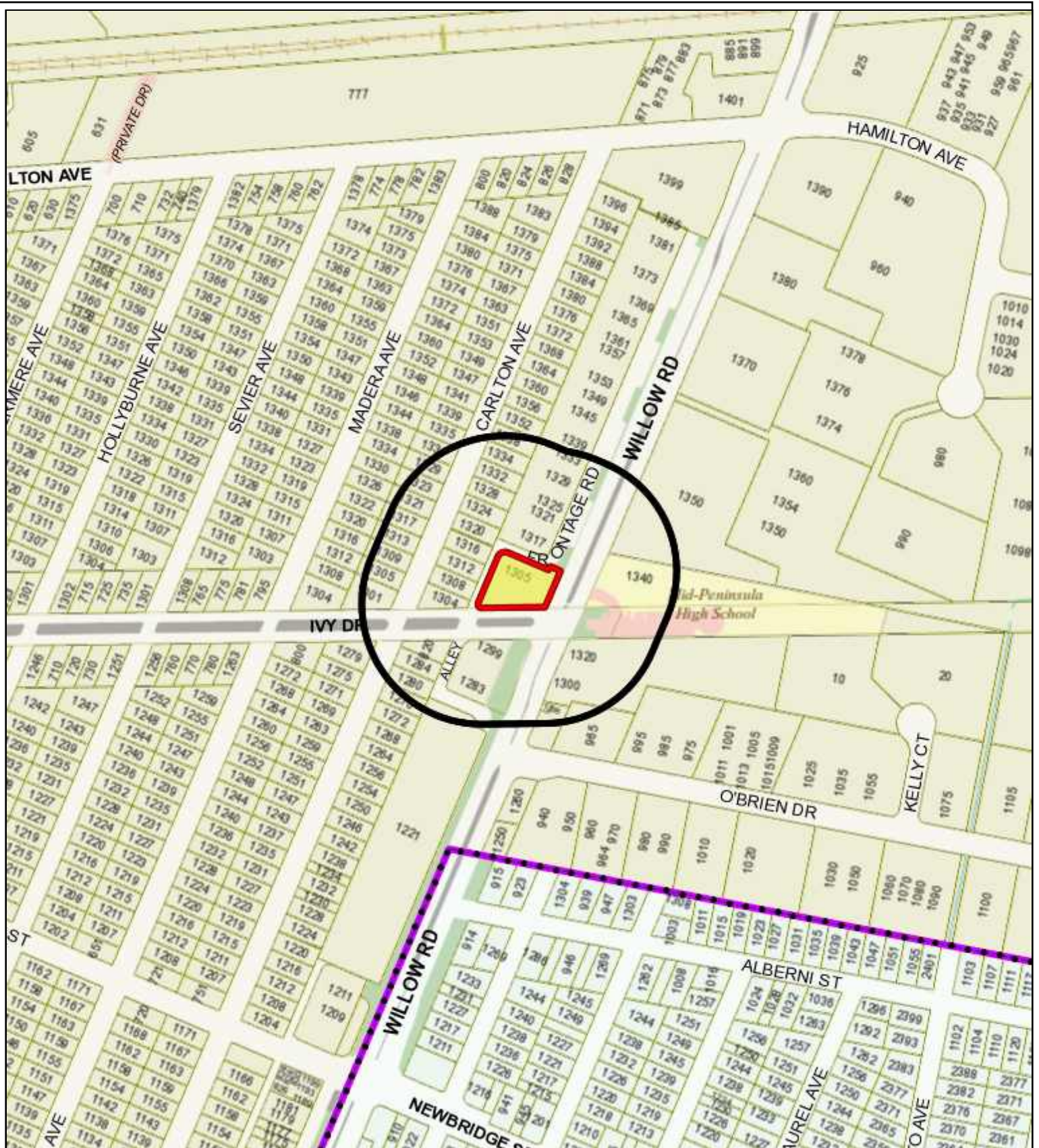
LOCATION: 1305 Willow Road	PROJECT NUMBER: PLN2018-00043	APPLICANT: Juan Guillen	OWNER: Dora L. C. Caballero Trust
<p>PROPOSAL: Request for a use permit, variance, sign review and architectural control for an addition to the rear, and construction of a new covered porch around the side and front, of a grocery store in an existing commercial building. The subject property is on a lot in the C-2-B (Neighborhood Mixed Use District, Restrictive) zoning district which has varying side and rear setbacks depending on whether the zoning district of the adjacent properties is residential. The City Council has begun the process to abandon a portion of Frontage Road, including the piece that separates 1305 Willow Road and 1345 Willow Road. Should the abandonment be approved, a portion of Frontage Road would be acquired by the owners of the subject property. The property would then abut a residential property and the setback at this side would change to 20 ft. A variance is being requested to allow the front porch to be built within the new 20 ft. right side setback. The proposal includes a request to modify the operating hours limited in this zoning district, from 8:00 a.m. – 8:00 p.m., to 5:00 a.m. – 9:00 p.m. inclusive of deliveries. The applicant is proposing outdoor seating for customers, and outdoor storage of items for sale within the building such as produce on carts, propane tanks, and water. The proposal also includes a request for sign review to allow red and yellow colors that would exceed the 25-percent limitation on bright colors in the sign design guidelines for a new wall and monument signs. Circulation for the site is proposed to utilize the portion of Frontage Road that the City Council has begun the process to abandon. Otherwise, circulation would utilize the Frontage Road right of way. The parking lot is proposed to be re-stripped to meet the parking standards.</p>			
DECISION ENTITY: Planning Commission	DATE: March 11, 2019	ACTION: TBD	
<p>VOTE: TBD (Barnes, Doran, Goodhue, Kennedy, Onken, Riggs, Strehl)</p>			
<p>ACTION:</p> <p>estimated TIF of \$3,452.83, subject to the Municipal Code Section 13.26. The fee rate is subject to change annually on July 1 and the final calculation will be based upon the rate at the time of fee payment. The TIF rate is adjusted each year based on the ENR Construction Cost Index percentage change for San Francisco.</p> <p>d. Engineering-specific conditions:</p> <ol style="list-style-type: none"> i. 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 City review and approval. ii. Simultaneous with the submittal of a complete building permit application, the applicant shall submit all applicable engineering plans for Engineering review and approval. The plans shall include, but are not limited to: <ol style="list-style-type: none"> 1. Existing Topography (NAVD 88') 2. Demolition Plan 3. Site Plan (including easement dedications) 4. Construction Parking Plan 5. Grading and Drainage Plan 6. Utility Plan 7. Erosion Control Plan / Tree Protection Plan 8. Planting and Irrigation Plan 9. Off-site Improvement Plan 10. Construction Details (including references to City Standards) iii. Prior to building permit issuance, the proposed right-of-way abandonment and acquisition shall be accepted by the City Council or designee. iv. Prior to building permit issuance, the Applicant shall submit plans for construction parking management, construction staging, material storage, and Traffic Control Plans to be reviewed and approved by the City. The plans must delineate construction phasing and anticipated method of traffic handling for each phase. The existing parking spaces at all adjoining properties and businesses must be maintained to pre- 			

1305 Willow Road – Attachment A: Recommended Actions

LOCATION: 1305 Willow Road	PROJECT NUMBER: PLN2018-00043	APPLICANT: Juan Guillen	OWNER: Dora L. C. Caballero Trust
<p>PROPOSAL: Request for a use permit, variance, sign review and architectural control for an addition to the rear, and construction of a new covered porch around the side and front, of a grocery store in an existing commercial building. The subject property is on a lot in the C-2-B (Neighborhood Mixed Use District, Restrictive) zoning district which has varying side and rear setbacks depending on whether the zoning district of the adjacent properties is residential. The City Council has begun the process to abandon a portion of Frontage Road, including the piece that separates 1305 Willow Road and 1345 Willow Road. Should the abandonment be approved, a portion of Frontage Road would be acquired by the owners of the subject property. The property would then abut a residential property and the setback at this side would change to 20 ft. A variance is being requested to allow the front porch to be built within the new 20 ft. right side setback. The proposal includes a request to modify the operating hours limited in this zoning district, from 8:00 a.m. – 8:00 p.m., to 5:00 a.m. – 9:00 p.m. inclusive of deliveries. The applicant is proposing outdoor seating for customers, and outdoor storage of items for sale within the building such as produce on carts, propane tanks, and water. The proposal also includes a request for sign review to allow red and yellow colors that would exceed the 25-percent limitation on bright colors in the sign design guidelines for a new wall and monument signs. Circulation for the site is proposed to utilize the portion of Frontage Road that the City Council has begun the process to abandon. Otherwise, circulation would utilize the Frontage Road right of way. The parking lot is proposed to be re-stripped to meet the parking standards.</p>			
DECISION ENTITY: Planning Commission	DATE: March 11, 2019	ACTION: TBD	
<p>VOTE: TBD (Barnes, Doran, Goodhue, Kennedy, Onken, Riggs, Strehl)</p>			
<p>ACTION:</p> <p>project conditions during the course of construction. The Applicant shall provide an equivalent number of temporary parking spaces to ensure that overflow parking does not hinder surrounding businesses and establishments.</p> <ul style="list-style-type: none"> v. Prior to building permit issuance, the Applicant shall provide an updated site plan indicating the proposed location of the back-flow preventer device, subject to review and approval of the Engineering Division. vi. Prior to building permit issuance, the Applicant shall coordinate with the West Bay Sanitary Sewer District (650-321-0384) to meet any applicable requirements for the project. vii. Prior to building permit issuance, the Applicant shall submit an approval letter from Recology authorizing the proposed trash enclosure, subject to review and approval by the Engineering Division. viii. Prior to building permit issuance, the Applicant shall coordinate with the San Francisco Public Utilities Commission to review and approve work within their right-of-way on Ivy Drive to meet any applicable requirements for the project. ix. Prior to construction, the Applicant shall file and obtain a VOC and Fuel Discharge Permit with the San Francisco Bay Regional Water Quality Control Board as necessary for groundwater discharge. All groundwater discharge to the City storm drain during construction shall be approved to the satisfaction of the Public Works Department prior to commencement of work. The City may request, at the behest of the Public Works Department, additional narratives, reports, or engineering plans to establish compliance with state and local regulations prior to approval. Similarly, any discharge to the City's Sanitary Sewer system shall be approved to the satisfaction of West Bay Sanitary District, with proof of acceptance, prior to commencement of work. x. Prior to final occupancy of the building, any frontage improvements which are damaged as a result of construction will be required to be replaced. 			

1305 Willow Road – Attachment A: Recommended Actions

LOCATION: 1305 Willow Road	PROJECT NUMBER: PLN2018-00043	APPLICANT: Juan Guillen	OWNER: Dora L. C. Caballero Trust
<p>PROPOSAL: Request for a use permit, variance, sign review and architectural control for an addition to the rear, and construction of a new covered porch around the side and front, of a grocery store in an existing commercial building. The subject property is on a lot in the C-2-B (Neighborhood Mixed Use District, Restrictive) zoning district which has varying side and rear setbacks depending on whether the zoning district of the adjacent properties is residential. The City Council has begun the process to abandon a portion of Frontage Road, including the piece that separates 1305 Willow Road and 1345 Willow Road. Should the abandonment be approved, a portion of Frontage Road would be acquired by the owners of the subject property. The property would then abut a residential property and the setback at this side would change to 20 ft. A variance is being requested to allow the front porch to be built within the new 20 ft. right side setback. The proposal includes a request to modify the operating hours limited in this zoning district, from 8:00 a.m. – 8:00 p.m., to 5:00 a.m. – 9:00 p.m. inclusive of deliveries. The applicant is proposing outdoor seating for customers, and outdoor storage of items for sale within the building such as produce on carts, propane tanks, and water. The proposal also includes a request for sign review to allow red and yellow colors that would exceed the 25-percent limitation on bright colors in the sign design guidelines for a new wall and monument signs. Circulation for the site is proposed to utilize the portion of Frontage Road that the City Council has begun the process to abandon. Otherwise, circulation would utilize the Frontage Road right of way. The parking lot is proposed to be re-stripped to meet the parking standards.</p>			
DECISION ENTITY: Planning Commission	DATE: March 11, 2019	ACTION: TBD	
VOTE: TBD (Barnes, Doran, Goodhue, Kennedy, Onken, Riggs, Strehl)			
<p>ACTION:</p> <ul style="list-style-type: none"> xi. Prior to final occupancy of the building, 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. 			



City of Menlo Park
 Location Map
 1305 Willow Road



1305 Willow Road – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE	
Lot area	21,404.0* sf	19,592.0 sf	n/a sf min.	
Lot width	50.0 ft.	106.3 ft.	n/a ft. min.	
Lot depth	109.3 ft.	154.5 ft.	n/a ft. min.	
Setbacks				
Front	40.3 ft.	46.9 ft.	10.0 ft. min.	
Rear	27.9 ft.	23.5 ft.	0.0 ft. min.	
Side (left)	30.4 ft.	41.3 ft.	15.0 ft. min.	
Side (right)	14.0 ft.	0.0 ft.	20.0 ft. min.	
Building coverage	6,109.0 sf 29.7 %	4,890.0 sf 24.9 %	12,842.4 sf max. 60.0 % max.	
FAR (Floor Area Ratio)	5,029.0 sf 23.5 %	4,320.0 sf 22.0 %	8,561.6 sf max. 40.0 %	
Square footage by floor	5,029.0 sf/1 st floor 1,080.0 sf/porch	4,320.0 sf/1 st floor 570.0 sf/porch		
Square footage of buildings	6,109.0 sf	4,890.0 sf		
Building height	16.9 ft.	16.0 ft.	30 ft. max.	
Parking	15 uncovered	28 uncovered	Min. 2.5 spaces/ 1,000 sf (13 spaces)	Max. 3.3 spaces/ 1,000 sf (15 spaces)
Note: Areas shown highlighted indicate a nonconforming or substandard situation.				
Trees	Heritage trees: 1**	Non-Heritage trees: 6**	New Trees: 8	
	Heritage trees proposed for removal: 0	Non-Heritage trees proposed for removal: 0	Total Number of Trees: 15**	
*Proposed lot area includes the area of the right-of-way that is proposed to be abandoned and acquired by the subject property owner				
**Includes street trees				

1305 WILLOW ROAD

MENLO PARK CA 94025

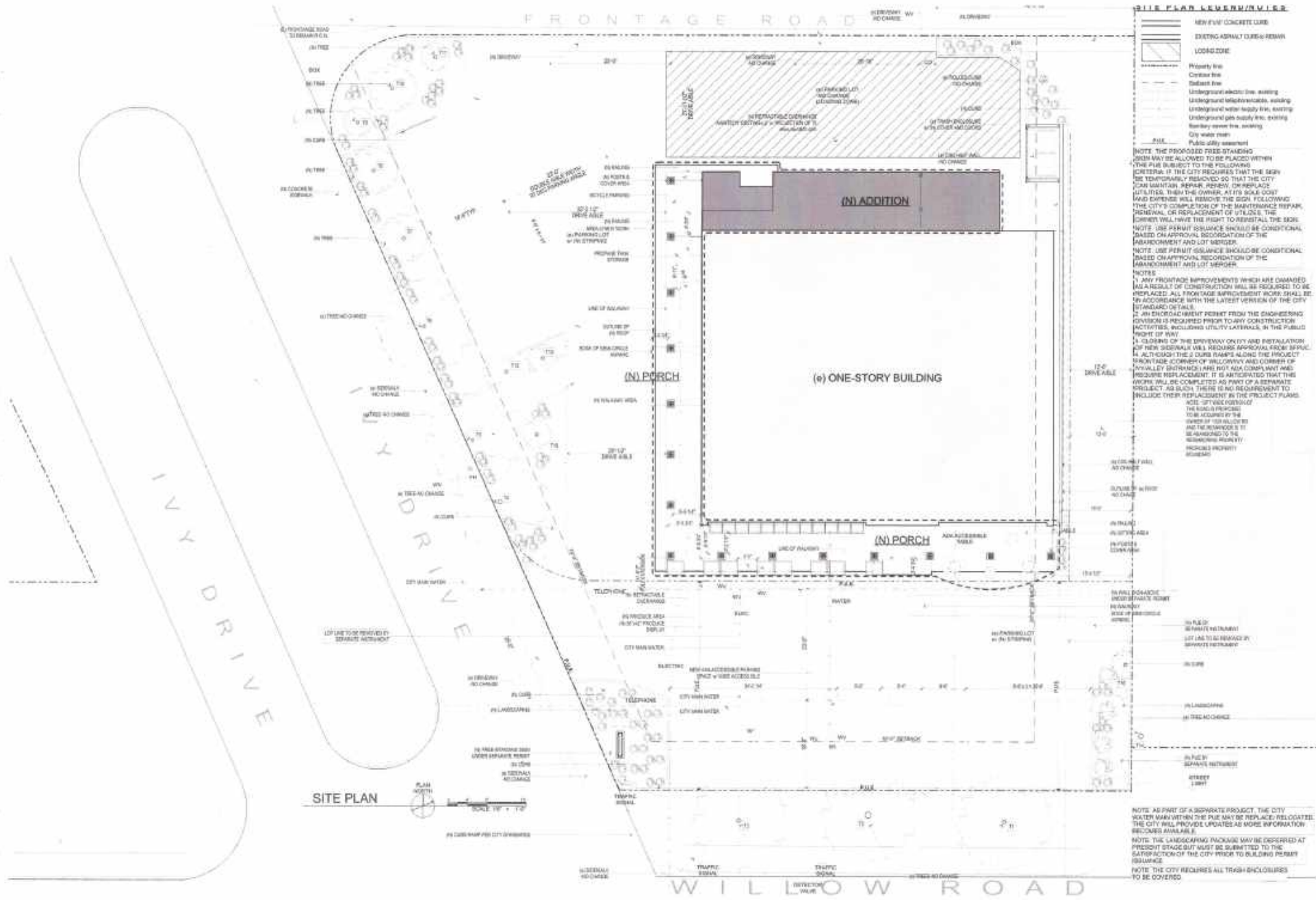
RECEIVED
 MAR 06 2019
 CITY OF MENLO PARK
 PLANNING DIVISION



PROJECT INFORMATION		TOPOS		
Property:	1305 Willow Road Menlo Park, CA 94025			
APN:	San Mateo County 055-303-013			
Taxlot:	Soleska Market 1305 Willow Rd Menlo Park, CA 94025			
Property Owner:	Dana Galanter Trust 1305 Willow Rd Menlo Park, CA 94025			
Lot Size:	27,444 s.f.			
Lot Coverage:	0.54			
Type of Construction:	Type I (A Type IV)			
Occupancy:	M (See Occupancy Classification)			
Building Area:	See Existing (When in process)			
Automated Fire Sprinkler:	No			
Provisions:				
	Existing	Proposed	Total	
	4,320 s.f.	708 s.f.	5,028 s.f.	
	4,320 s.f.	708 s.f.	5,028 s.f.	
Covered Porch:	570 s.f.	819 s.f.	1,389 s.f.	
FIR:	+4,320 +708 = 5,028	+ 708	+ 5,736	
Lot coverage:	+4,320 +708 = 5,028	+ 708	+ 5,736	
Building height:	+1-02-07			
PROPOSED MODIFICATIONS				
Taskset	Scope of work	Structure	Finishing	Mechanical
Removal	Remove 700 sq ft of building. Item will open 6' from the existing 10' wide. New ADA compliant. New ADA compliant. New ADA compliant.	708 s.f.	719 s.f.	719 s.f.
Structure		719 s.f.	719 s.f.	719 s.f.
Finishing		719 s.f.	719 s.f.	719 s.f.
Mechanical		719 s.f.	719 s.f.	719 s.f.
APPLICABLE CODES				
2015 California Building Code				
2015 California Mechanical Code				
2015 California Planning Code				
2015 California Electric Code				
2015 California Fire Code				
2015 California Energy Code				
2015 California Green Building Code				
All as amended by local jurisdiction				
GENERAL NOTES				
1. All dimensions are to the exterior, unless otherwise noted.				
2. Verify all wall conditions and heights. Notify architect of discrepancies for resolution before proceeding.				
3. All information relating to existing construction is given as being in best information available. The contractor of all work of existing conditions, measurements, and building details of his job site. Any discrepancies requiring modification to the construction documents shall be reported to the architect immediately. No modifications shall be made by the contractor without approval from the architect.				
4. ADA compliance notes see sheet A1.1				
EXIST ANALYSIS				
Area (ft ²)	Area (ft ²)	Use (ft ²)	Use (ft ²)	Use (ft ²)
4,320 s.f.	5,028 s.f.	Business & Professional	Business & Professional	Business & Professional
Occupancy	Load Factor	Occupancy	Load Factor	Occupancy
M	200	M	4.0	1.0 (ASCE 7-10) (ASCE 7-10)
LOCATION MAP				
SHEET INDEX				
PROJECT INFORMATION	A0.1			
SITE PLAN	A1.1			
ELEVATIONS-BUILDING & IVY	A1.2			
AREA PLAN	A1.3			
DEMOLITION PLAN	A1.4			
FLOOR AREA & BUILDING COVERAGE DIAGRAM & ROOF	A1.5			
TRANSPORTATION LOGISTICS PLAN	A1.6			
FLOOR PLAN	A2.1			
SOUTH AND WEST ELEVATIONS	A3.1			
NORTH AND EAST ELEVATIONS	A3.2			
BUILDING SECTION	A3.3			
ARCHITECTURAL DETAILS	A3.4			
ARCHITECTURAL DETAILS-ROOF	A3.5			
FOUNDATION PLAN	B1.1			
ROOF FRAMING PLAN	B1.2			
GRADING AND DRAINAGE PLAN	C1			
CONSTRUCTION BEST MANAGEMENT PRACTICES (BMP)	CF			
LANDSCAPE PLAN	L1			
TOPOGRAPHIC SURVEY	L2			

SOLESKA MARKET IMPROVEMENTS
 SHEET A0.1
 Menlo Park, CA 94025

A0.1



THIS PLAN REPRESENTS

[Symbol]	NEW 5/4\"/>
[Symbol]	EXISTING ASPHALT DRIVE/DRIVEWAY
[Symbol]	LANDSCAPE
[Symbol]	Property line
[Symbol]	Center line
[Symbol]	Sublot line
[Symbol]	Underground electric line, existing
[Symbol]	Underground telephone line, existing
[Symbol]	Underground water supply line, existing
[Symbol]	Underground gas supply line, existing
[Symbol]	Sanitary sewer line, existing
[Symbol]	City water main
[Symbol]	Public utility easement

NOTE: THE PROPOSED TREE STANDING WITHIN THE SITE SHALL BE MAINTAINED TO REMAIN WITHIN THE SITE SUBJECT TO THE FOLLOWING CRITERIA: IF THE CITY REQUIRES THAT THE SIGN BE TEMPORARILY REMOVED SO THAT THE CITY CAN MAINTAIN, REPAIR, REPLACE, OR REPLACE UTILITIES, THEN THE OWNER, AT ITS SOLE COST AND EXPENSE WILL REMOVE THE SIGN, FOLLOWING THE CITY'S COMPLETION OF THE MAINTENANCE, REPAIR, REPLACEMENT, OR REPLACEMENT OF UTILITIES, THE OWNER WILL HAVE THE RIGHT TO REINSTALL THE SIGN.

NOTE: USE PERMIT ISSUANCE SHOULD BE CONDITIONAL BASED ON APPROVAL, RELOCATION OF THE SIGN AND/OR LOT NUMBER.

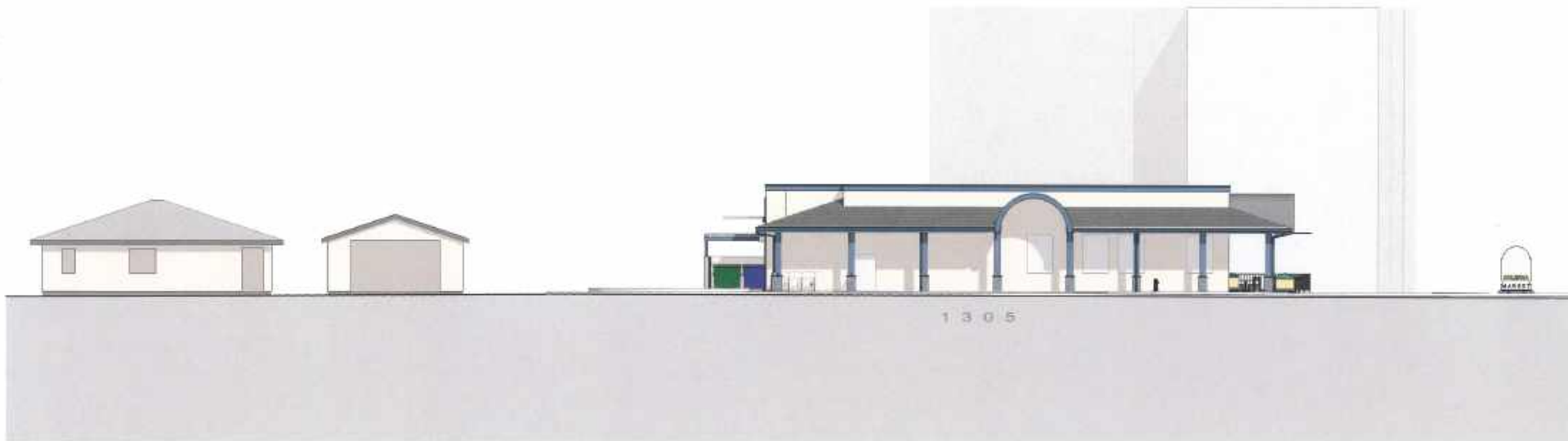
NOTE: USE PERMIT ISSUANCE SHOULD BE CONDITIONAL BASED ON APPROVAL, RELOCATION OF THE SIGN AND/OR LOT NUMBER.

- NOTES:
1. ANY FRONTAGE IMPROVEMENTS WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION SHALL BE REPLACED. ALL FRONTAGE IMPROVEMENT WORK SHALL BE IN ACCORDANCE WITH THE LATEST VERSION OF THE CITY STANDARD DETAILS.
 2. AN ENCROACHMENT PERMIT FROM THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES, INCLUDING UTILITY LATERALS, IN THE PUBLIC RIGHT OF WAY.
 3. CLOSING OF THE DRIVEWAY ON DRY AND INSTALLATION OF NEW SIGNALS WILL REQUIRE APPROVAL FROM SIGNAL.
 4. ALTHOUGH THE 2' CURB RAMP ALONG THE PROJECT FRONTAGE CORNER OF DRIVEWAY AND CORNER OF DRIVEWAY ENTRANCE ARE NOT ADA COMPLIANT AND REQUIRE REPLACEMENT, IT IS ANTICIPATED THAT THE WORK WILL BE COMPLETED AS PART OF A SEPARATE PROJECT. AS SUCH, THERE IS NO REQUIREMENT TO INCLUDE THEIR REPLACEMENT IN THE PROJECT PLANS.

NOTE: AS PART OF A SEPARATE PROJECT, THE CITY WATER MAIN WITHIN THE PUE MAY BE REPLACED/RELOCATED. THE CITY WILL PROVIDE UPDATES AS MORE INFORMATION BECOMES AVAILABLE.

NOTE: THE LANDSCAPING PACKAGE MAY BE DEFERRED AT PRESENT STAGE BUT MUST BE SUBMITTED TO THE SATISFACTION OF THE CITY PRIOR TO BUILDING PERMIT ISSUANCE.

NOTE: THE CITY REQUIRES ALL TRASH ENCLOSURES TO BE COVERED.



① SOUTH ELEVATION

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



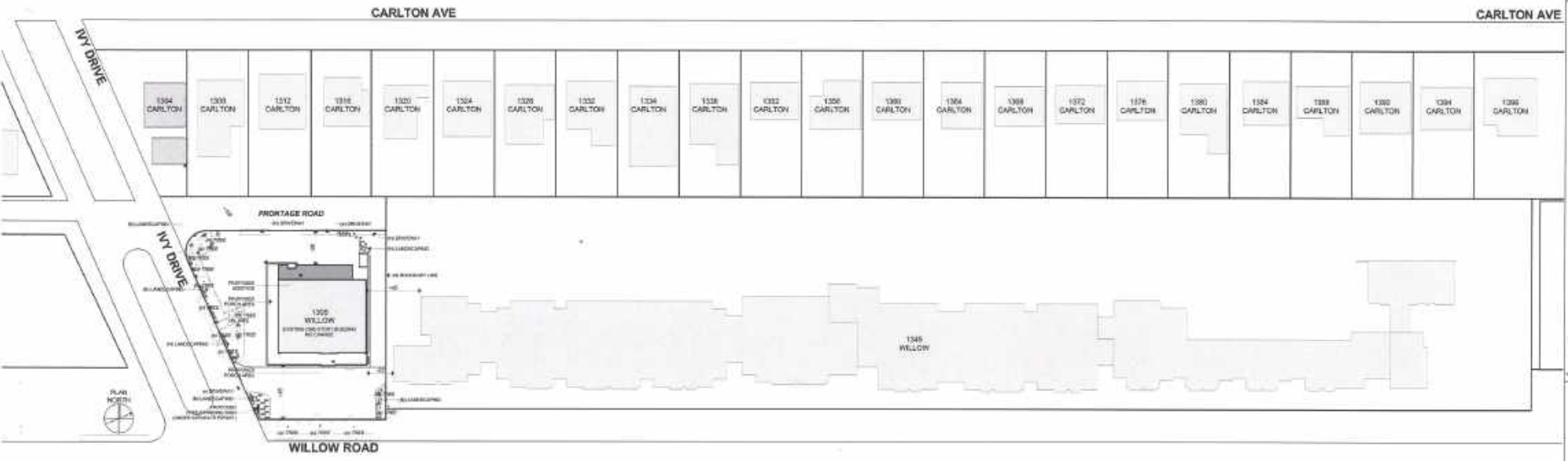
② STREETScape ELEVATION

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

SOLESKA MARKET-IMPROVEMENTS
3005 Willow Road
Merano Park, CA 94025

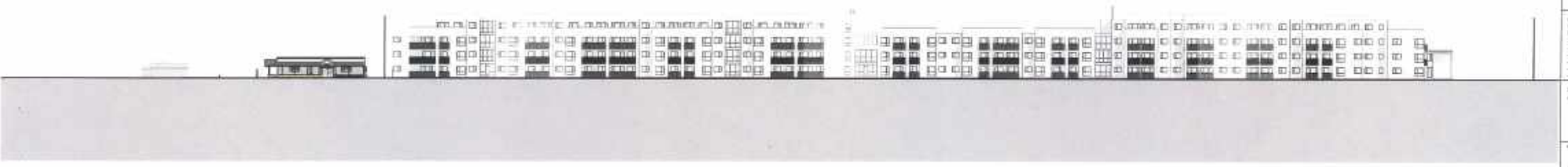
DATE: 08/11/2015
DRAWN BY: J. BROWN
CHECKED BY: J. BROWN

A1.2



AREA PLAN

SCALE: 1" = 40'



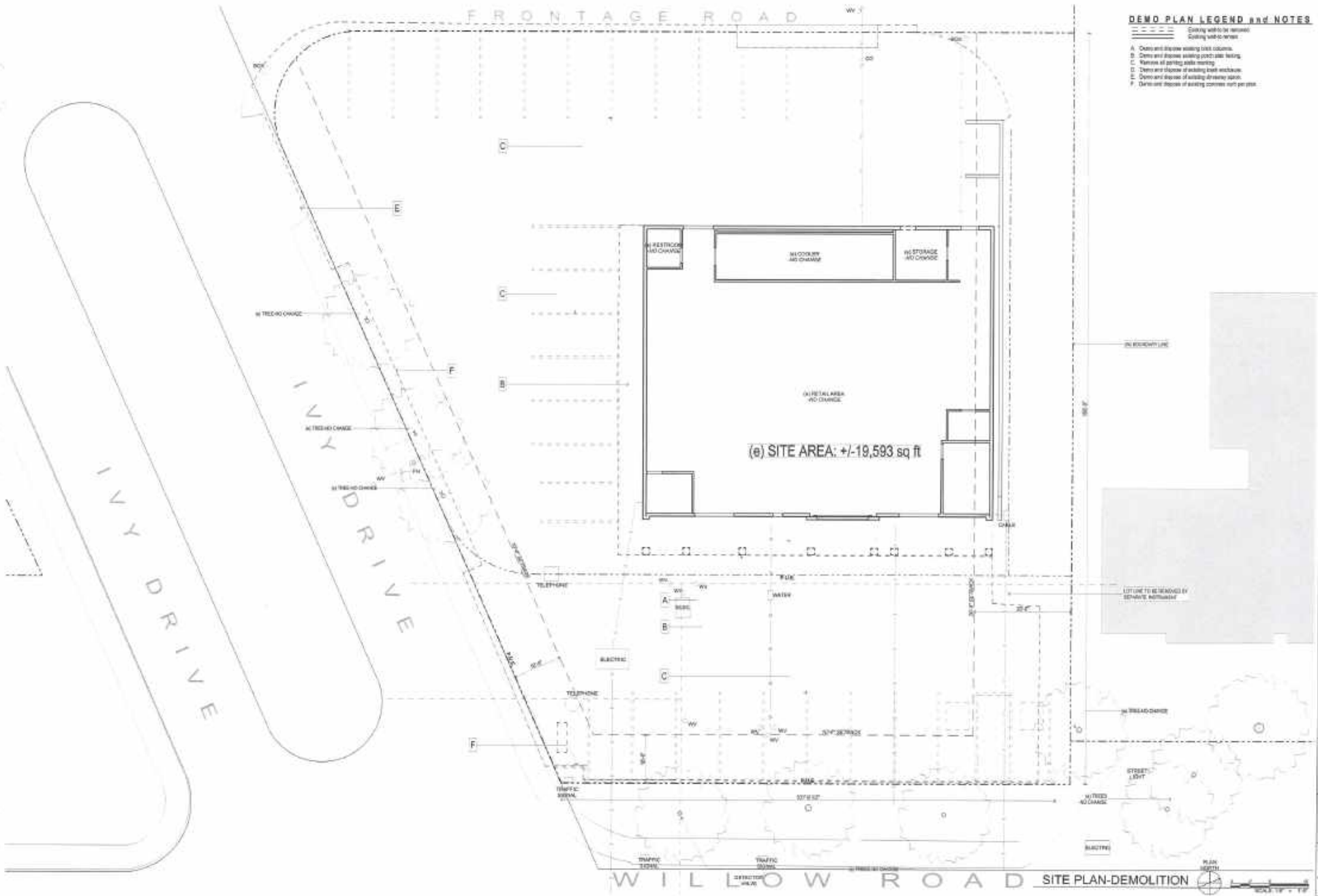
STREETSCAPE ELEVATION

SCALE: 1" = 40'

SOLESKA MARKET - IMPROVEMENTS
1305 Willow Road
Menlo Park, CA 94025

DATE	DESCRIPTION

A1.3



- DEM PLAN LEGEND and NOTES**
- Existing walls to be removed
 - - - Existing walls to remain
 - A. Demolish and dispose existing cast columns
 - B. Demolish and dispose existing post-tension beams
 - C. Remove all parking stalls marking
 - D. Demolish and dispose of existing wood structure
 - E. Demolish and dispose of existing driveway apron
 - F. Demolish and dispose of existing concrete curb per plan

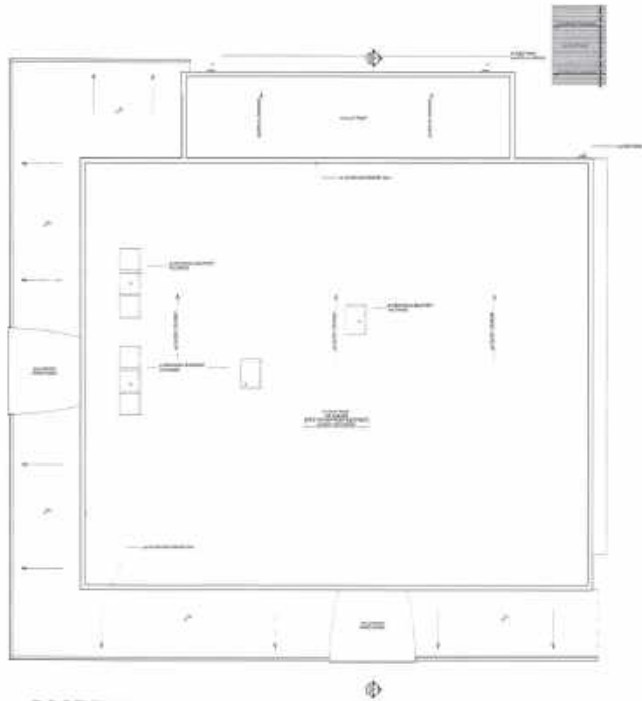
TOPOS
Topographic Survey

DATE OF SURVEY: 08/14/2018
 SURVEYOR: [Name]
 PROJECT NO: [Number]

SOLESKA MARKET IMPROVEMENTS
 1305 Willow Road
 Menlo Park, CA 94025

DATE: 08/14/2018
 DRAWN BY: [Name]

A1.4



2 ROOF PLAN

SCALE 1/8" = 1'-0"

FLOOR AREA LIMIT CALCULATION		
AREA	Description	SF
A	75'-0" x 80'-0"	6,000
B	7'-0" x 12'-0"	84
C	8'-0" x 9'-0"	72
D	40'-0" x 10'-0"	400
E	2'-0" x 12'-0"	24
TOTAL FAL		6,580
21,424 (FD)		+6,580 AS ALLOWED

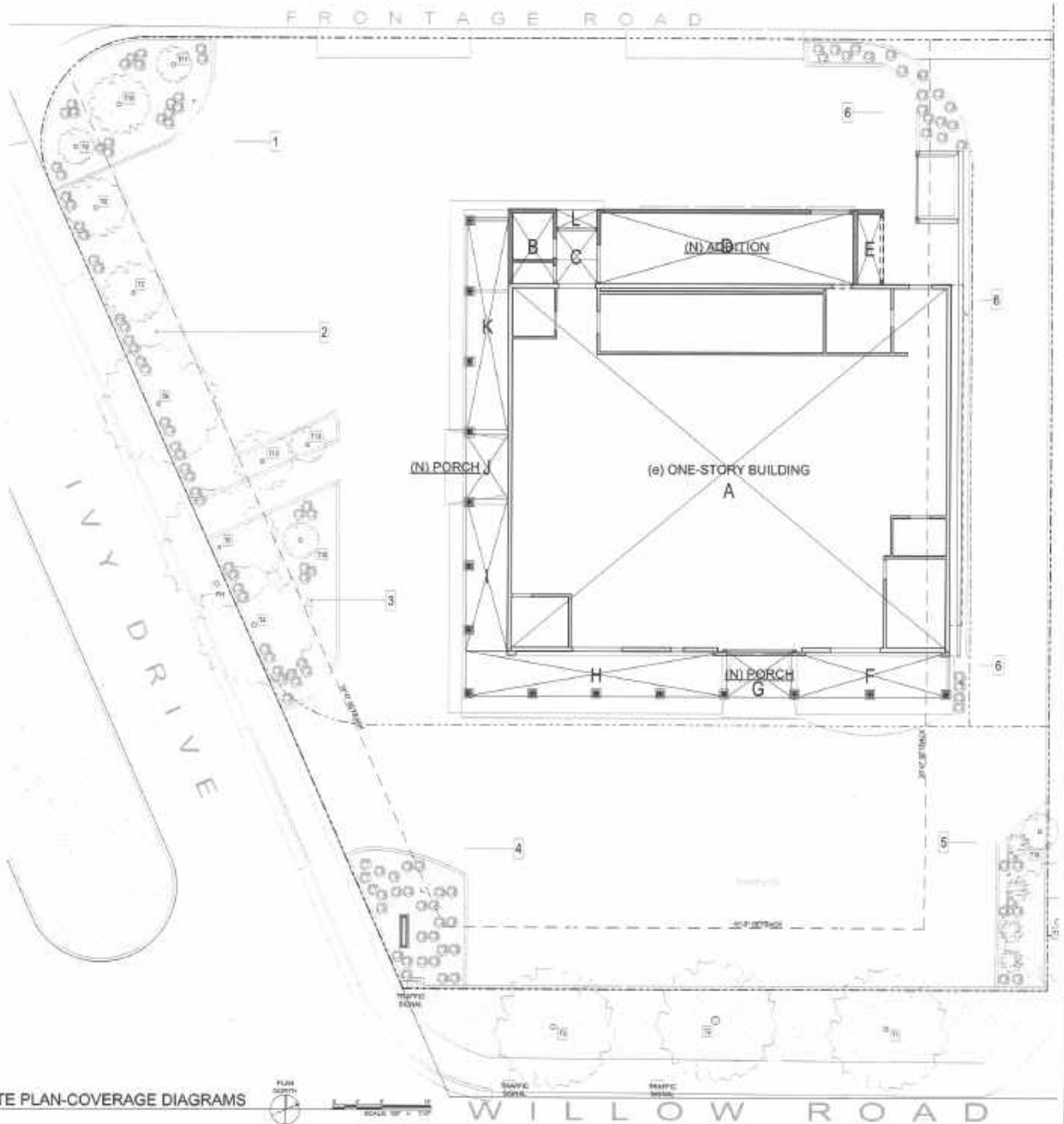
BUILDING COVERAGE CALCULATION		
AREA	Description	SF
F	20'-7 1/2" x 7'-4 1/2"	150
G	10'-0" x 7'-4 1/2"	74
H	42'-0" x 7'-4 1/2"	315
I	0'-0" x 20'-0" x 10'-0"	70
J	0'-0" x 20'-0" x 20'-0"	200
K	0'-0" x 2'-0"	20
TOTAL BUILDING COVERAGE		1,000
3,026 (+ 3,026)		+ 6,188
21,424 (FD)		+ 12,942 AS ALLOWED

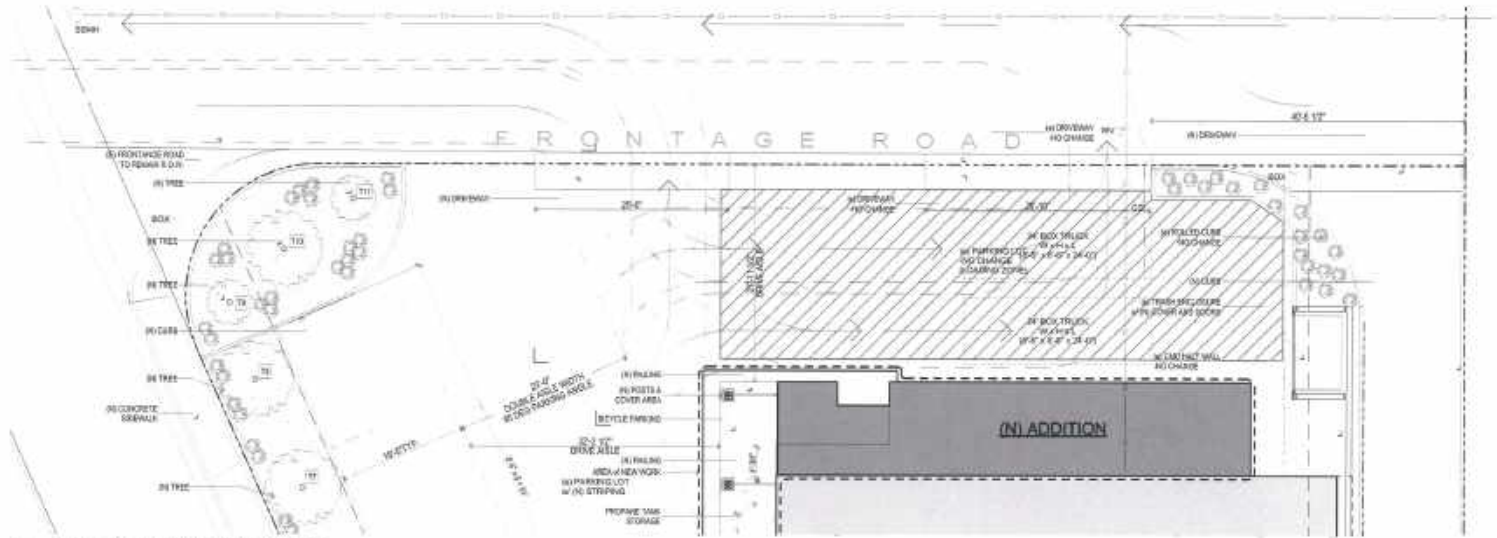
LANDSCAPING AREA CALCULATION		
AREA	Description	SF
L	400	400
M	276	276
N	308	308
O	228	228
TOTAL FAL		1,212
21,424 (FD)		+ 1,212 AS ALLOWED

SITE PLAN-COVERAGE DIAGRAMS



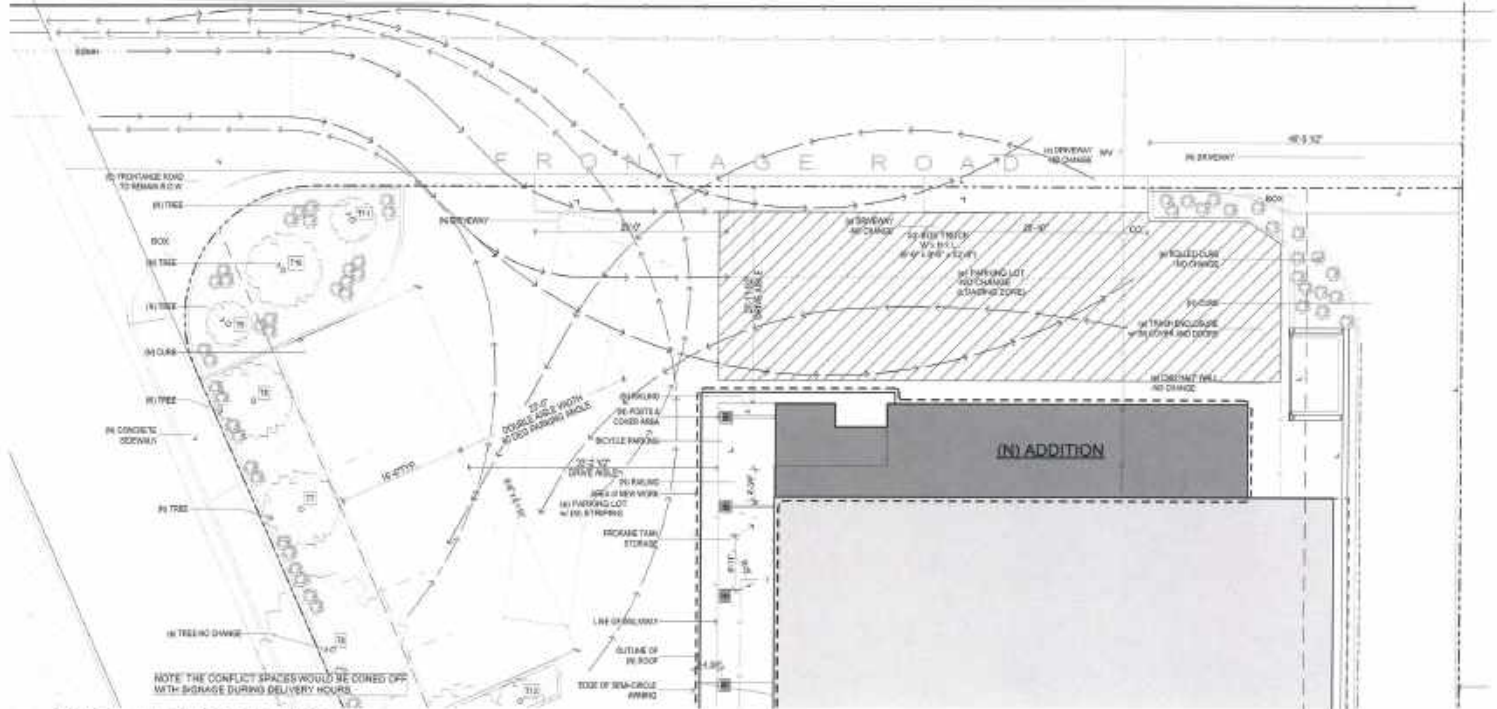
SCALE 1/8" = 1'-0"





1 SITE PLAN-24' BOX TRUCKS

SCALE: 1/4" = 10'



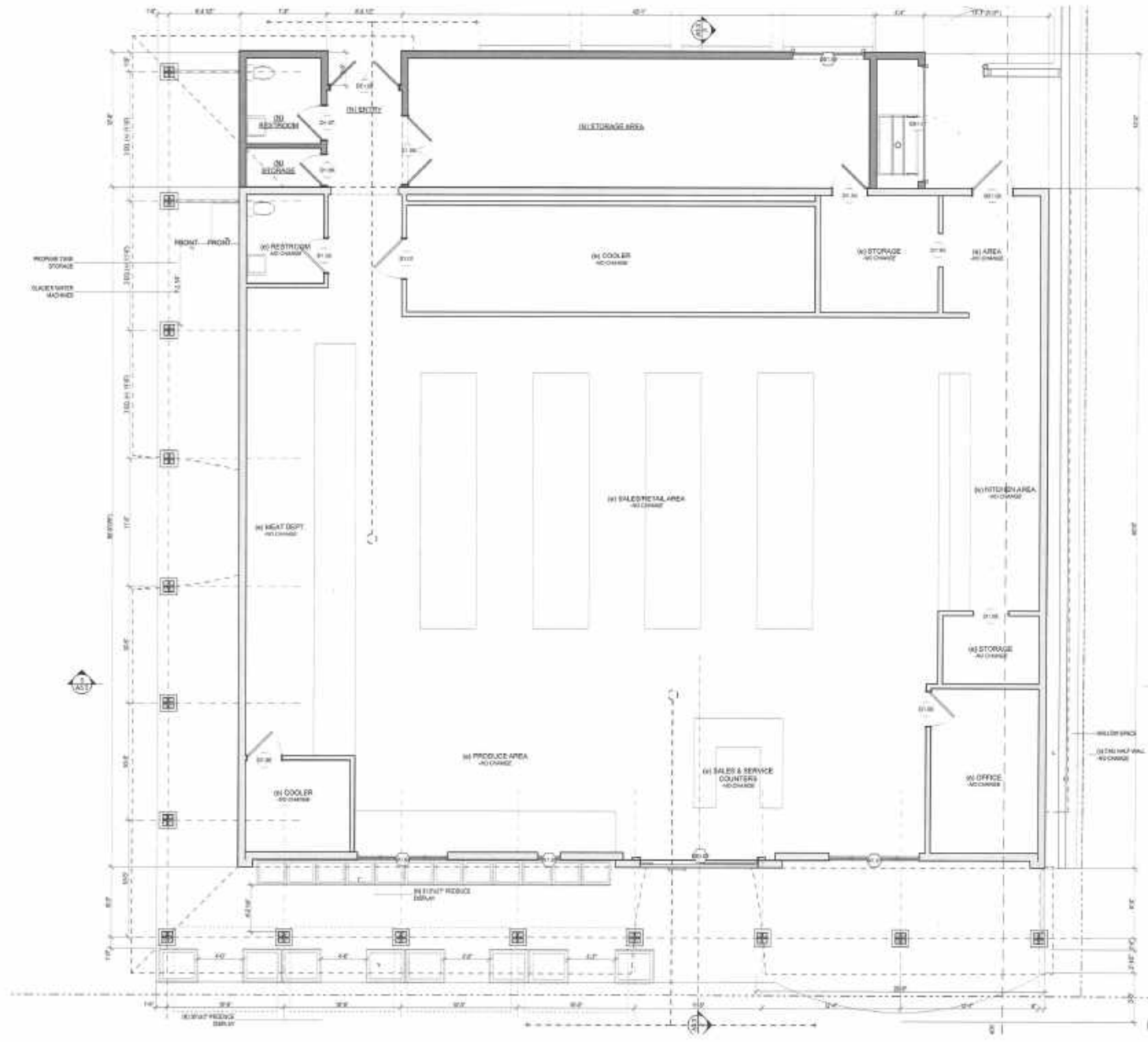
2 SITE PLAN-53' BOX TRUCKS

SCALE: 1/4" = 10'

PLAN LEGEND/NOTES

- EXISTING 2" DIA. WALL w/ REBAR
- EXISTING 2" WOOD STUD WALL w/ REBAR
- NEW 2x4 WOOD STUD WALL
- EXPRESS WALKWAY TRAVEL

- NOTES:**
1. All dimensions are to the face of CMU or steel wall, UNLESS NOTED.
 2. If discrepancies occur during construction, notify Architect for resolution before continuing work.
 3. All egress must meet ADA accessibility requirements.



1 MAIN FLOOR PLAN

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

TOPOS

1305 W. WILLOW ROAD
MERRITT PARK, CA 94035

SOLESKA MARKET-IMPROVEMENTS

DATE: 11/15/2011
PROJECT NO.: 11000001

A2.1

ID	Location	Material	Size	Finish/Color	Notes
A	Roof/ceiling	3/4" x 6" wood panel-no change		No change	
B	Roof/trim	Reckite pine	3/4" x 6" (DW)	Paint Benjamin Moore Vanslipper Blue	No exposed nails
C	Roof/vent	Roof tile	Per spec	Del Air/Pergo of Dark grey	
D	Ceiling/plaster	Cement plaster	Three coat (7/8")	Paint/finish building	
E	St. post and beams	Wood #1 and 2n. Paint grade	per plans	Paint Benjamin Moore Vanslipper Blue	
F	St. post base	Medium veneer	Per plans		
G	Truss/rafter	Steel	per detail	Paint Benjamin Moore Vanslipper Blue	
H	St-Corner wall	1/2" cement plaster	6" (2" change)	Paint Benjamin Moore Vanslipper Blue	
I	St-Interior wall	Cement plaster	Three coat (7/8")	Paint Benjamin Moore Vanslipper Blue	
J	Interior ceiling	Steel	Per plans	Paint/finish	
K	Floor/door	Tile	Per plans	1" x 12"	Verify layout with owner

- NOTES**
1. Verify all finishes with manufacturer prior to starting material or beginning installation.
 2. Provide manufacturer samples as required.
 3. Verify all colors, finish and texture per the specs of this drawing. Not every area or level is specified.
 4. Schedule, install, and verify that all windows with RGC and other built-in equipment items.
 5. Provide owner per other drawings that to comply with RGC specs.
 6. Develop/confirm all drawings shall be completed with correct weight MP info for TOC and other built-in equipment. Indication of replacement shall be provided.

ID	Location	Material/Finish/Color	Line	Joint	Height	Hardware	R.O. Job/Trade/No.	Notes
DE-01	Stair	3/4" wood subfloor storage	---	---	---	---	---	
DE-02	Stair	3/4" wood floor-no change	---	---	---	---	---	
DE-03	Stair	3/4" wood floor change	---	---	---	---	---	
DE-04	Stair	3/4" wood floor change	---	---	---	---	---	
DE-05	Stair w/ty	2235 w/ty-Cemental door	4x6	Per Manul	120	Per Manul	Per Manul	
DE-06	Staircase	Metal Pan-Up-Gate	4x6	Per Manul	60	Per Manul	Per Manul	Use existing
DE-07	Stair case	Full-up-Door-woodwork 600	4x6	Per Manul	4x6	Per Manul	Per Manul	Minimum 2x4 stud. Provide wood or plastic core-bldg. www.victoriastair.com
DE-08	Stair case	3/4" wood floor-no change	---	---	---	---	---	

- NOTES**
1. Verify all rough openings with manufacturer. Make all rough openings comply with DE-05 in scope.



ROOF
Eagle Roofing Products
Roof Tile
"4591 Dash Gray Range"



EXT. WALLS
Benjamin Moore
841
"Snow Angel"



POST
Benjamin Moore
770
"Santa Monica Blue"



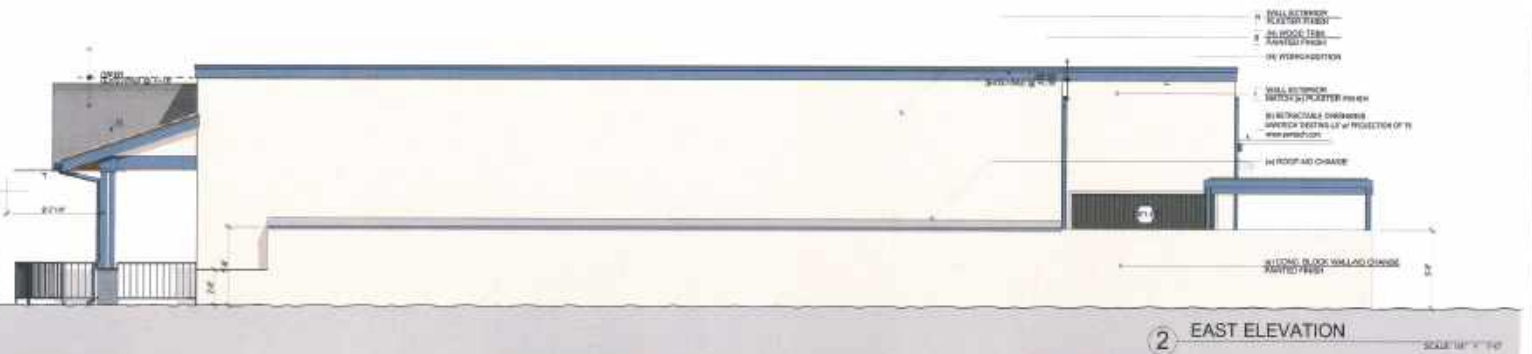
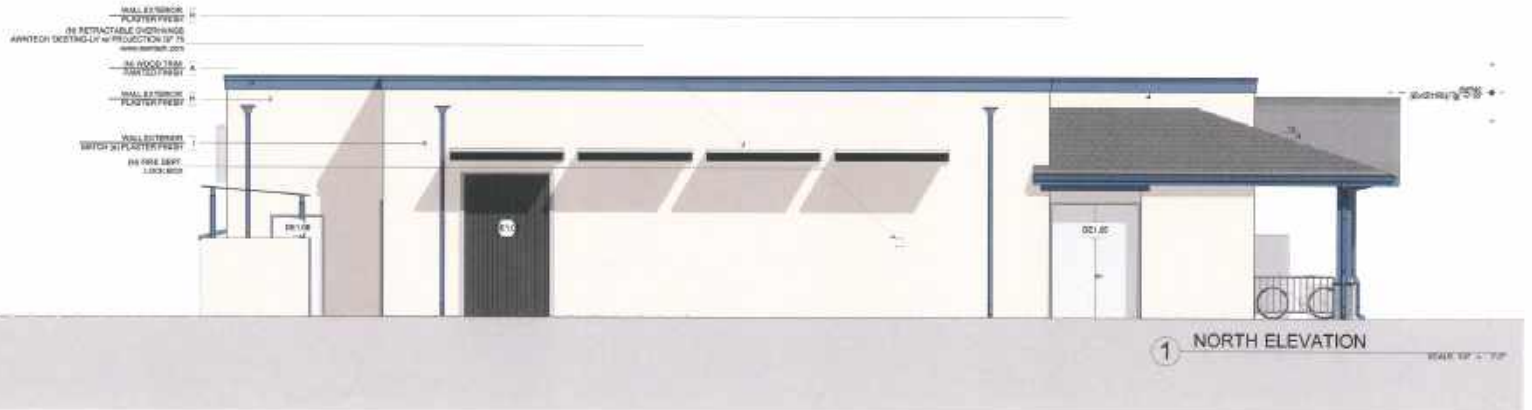
POST BASE
Rocky Mountain Supply
Ltd/Laguarda
"Autumn Harvest"



EXT. TRIM-1
Benjamin Moore
770
"Santa Monica Blue"

ID	Location	Manufacturer/Model	Color	Finish	Hinge	Hardware	R.O. Lock/Handle	Notes
DE1-01	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-02	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-03	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-04	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-05	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-06	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-07	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-08	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-09	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-10	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-11	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-12	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-13	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-14	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-15	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-16	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-17	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-18	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-19	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-20	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-21	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-22	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-23	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-24	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-25	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-26	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-27	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-28	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-29	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-30	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-31	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-32	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-33	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-34	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-35	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-36	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-37	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-38	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-39	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-40	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-41	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-42	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-43	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-44	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-45	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-46	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-47	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-48	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-49	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	
DE1-50	Door	JK Metal Fabricator Inc. change	---	---	---	---	---	

SCALE: 1" = 4'-0" (Architectural)



ROOF
Eagle Roofing Products
Roof Tiles
"6581 Dash Gray Range"



EXT. WALLS
Benjamin Moore
841
"Snow Angel"



POST
Benjamin Moore
776
"Serra Morice Blue"



POST BASE
Stone Island - New England Stone Vanner
Ledgestone
"Boston Blend"



EXT. TRIM-1
Benjamin Moore
776
"Serra Morice Blue"



10/16/2024
 1:000 Willow Road
 Meritt Park, CA 94025

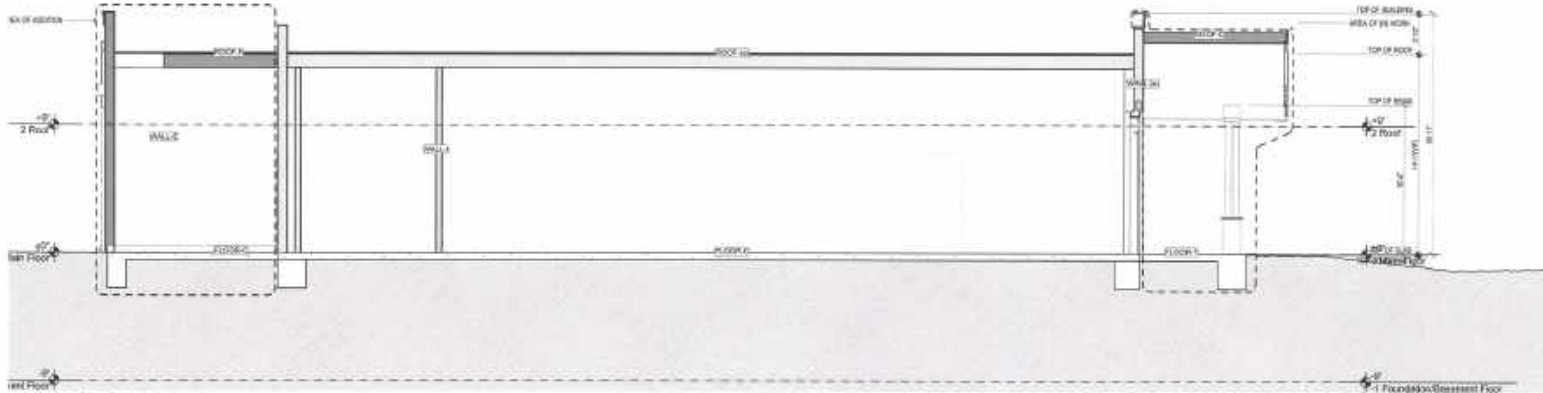
SOLESKA MARKET-IMPROVEMENTS
 1:000 Willow Road
 Meritt Park, CA 94025

DATE: 10/16/24
 DRAWING NO: 4-430-001700

A3.3

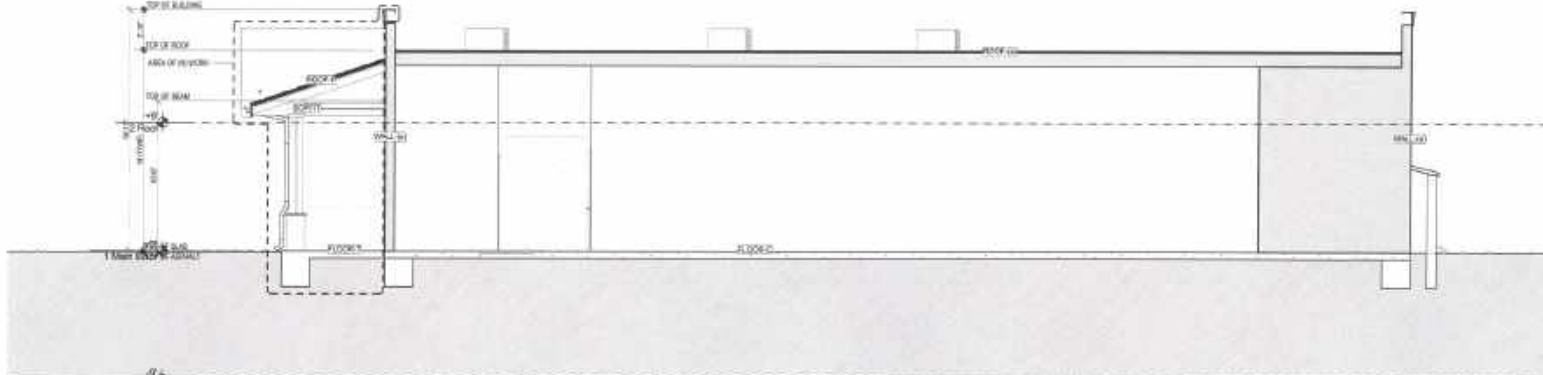
CONSTRUCTION ASSEMBLIES

- ROOF-P** **Roof/Patio**
 Flat Roof: 2x8 Joists (Per ASTM C-1181)
 Edge Raising Profile
 6x6 Air Drip (Edge of Deck Only)
 EPDM Ins and Water Membrane (ASTM D-7710)
 Flashing at all joints, from edges and drains
 30# Gypsum Wall Board (ASTM C-259)
 1/2" CDX plywood per slope and schedule
 Roof flashing per framing plans
- ROOF-C** **Roof/Corridor**
 6x6 PLUMBING Truss FR Insulation membrane system
 Insulation: 2x8x8 FR (Specialty water vapor air resistant)
 Two layers: GAF/FLAS 1/4" (Not capped)
 One layer: GAF/FLAS 1/4" (Not capped)
 (Class II per ICC-ES E-1018)
 3/4" CDX plywood per slope and schedule
 Roof flashing per framing plans
 1x4x4 vertical edge C&B: Douglas fir panelling
 PVA primer (1) per slope and schedule
 Kelly Moore IS-600 Vapor Shield Primer or equal
- ROOF-F** **Roof/Fit**
 6x6 PLUMBING Truss FR Insulation membrane system
 Insulation: 2x8x8 FR (Specialty water vapor air resistant)
 One layer: GAF/FLAS 1/4" (Not capped)
 One layer: GAF/FLAS 1/4" (Not capped)
 (Class II per ICC-ES E-1018)
 3/4" CDX plywood per slope and schedule
 Roof flashing per framing plans
 5/8" 1x12 Insulation L.D. C&B (Not from insulation used elsewhere)
 R-30 (Not insulation at roof edge or at drains)
 ICC-ES E-2000 report
 5/8" gypsum wallboard or 3/4" 1/2" dry wall (per framing plans)
 PVA primer (1) per slope and schedule
 Kelly Moore IS-600 Vapor Shield Primer or equal
- ROOF-W** **Roof/Wall**
 Existing wall membrane to change
 Existing wall membrane to change per framing plans
 Existing wall membrane to change
 Existing ceiling finish to change
- SOFFIT** **Soffit/Patio**
 Roof finish per "Roof" above
 1x4x4 truss at 16" o.c.
 1x4x4 vertical edge C&B: Douglas fir panelling
- CEILING** **Ceiling/Interior**
 Existing ceiling per framing plans
 0-1/2" Insulation L.D. C&B (Not from insulation used elsewhere)
 R-30 (Not insulation at roof edge or at drains)
 ICC-ES E-2000 report
 5/8" gypsum wallboard
 PVA primer (1) per slope and schedule
 Kelly Moore IS-600 Vapor Shield Primer or equal
- WALL-E** **Walls/Exterior**
 2x8x8 FR Insulation membrane system
 Insulation: 2x8x8 FR (Specialty water vapor air resistant)
 One layer: GAF/FLAS 1/4" (Not capped)
 One layer: GAF/FLAS 1/4" (Not capped)
 (Class II per ICC-ES E-1018)
 3/4" CDX plywood per slope and schedule
 Roof flashing per framing plans
 1x4x4 truss at 16" o.c.
 1x4x4 vertical edge C&B: Douglas fir panelling
 PVA primer (1) per slope and schedule
 Kelly Moore IS-600 Vapor Shield Primer or equal
- WALL-I** **Walls/Interior**
 2x8x8 FR Insulation membrane system
 Insulation: 2x8x8 FR (Specialty water vapor air resistant)
 One layer: GAF/FLAS 1/4" (Not capped)
 One layer: GAF/FLAS 1/4" (Not capped)
 (Class II per ICC-ES E-1018)
 3/4" CDX plywood per slope and schedule
 Roof flashing per framing plans
 1x4x4 truss at 16" o.c.
 1x4x4 vertical edge C&B: Douglas fir panelling
 PVA primer (1) per slope and schedule
 Kelly Moore IS-600 Vapor Shield Primer or equal
- WALL-F** **Walls/Fit**
 1/2" gypsum wallboard
 1x4x4 truss at 16" o.c.
 1-1/2" Gypsum board insulation (R-13) where noted on plans
 5/8" gypsum wallboard
- FLOOR-C** **Floors/Corridor and all areas**
 Concrete slab on compacted subgrade
 Smooth steel finish floor
 Subgrade preparation per structural plans
 60# compacted subgrade soil
- FLOOR-T** **Floors/Patio**
 2x8x8 FR Insulation membrane system
 Insulation: 2x8x8 FR (Specialty water vapor air resistant)
 One layer: GAF/FLAS 1/4" (Not capped)
 One layer: GAF/FLAS 1/4" (Not capped)
 (Class II per ICC-ES E-1018)
 3/4" CDX plywood per slope and schedule
 Roof flashing per framing plans
 1x4x4 truss at 16" o.c.
 1x4x4 vertical edge C&B: Douglas fir panelling
 PVA primer (1) per slope and schedule
 Kelly Moore IS-600 Vapor Shield Primer or equal
- PARKING** **Parking/Asphalt**
 2" Asphalt pavement
 4" Class II Basecourse (Asphalt compacted to 98%)
 Subgrade soil



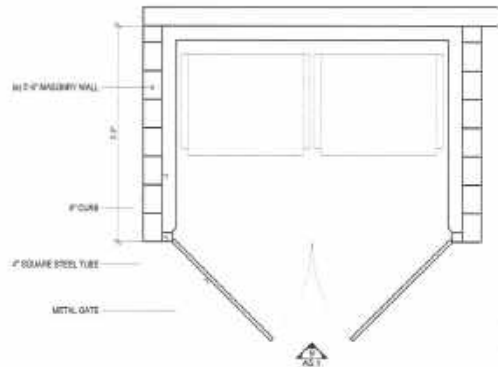
SECTION-AA

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

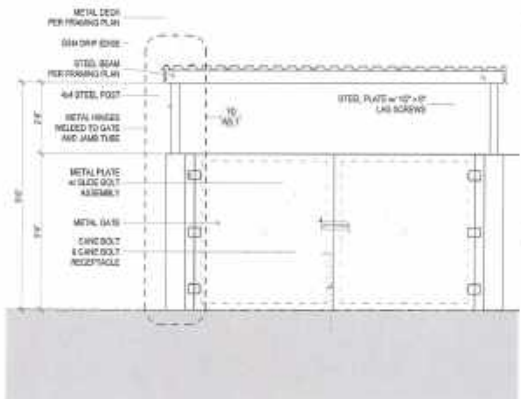


SECTION-BB

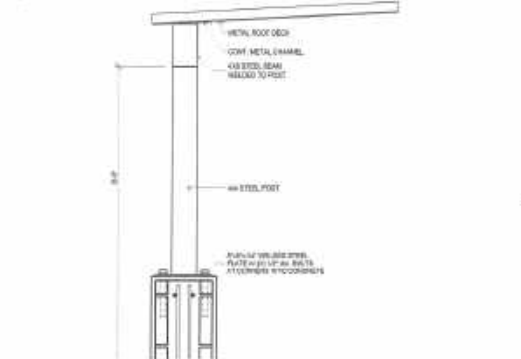
SCALE: 1/4" = 1'-0"



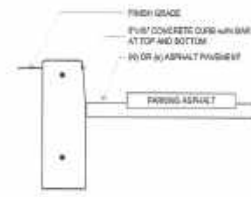
8 TRASH ENCLOSURE-PLAN SCALE 1/8\"/>



9 TRASH ENCLOSURE SCALE 1/8\"/>



10 ROOF at TRASH SCALE 1/8\"/>



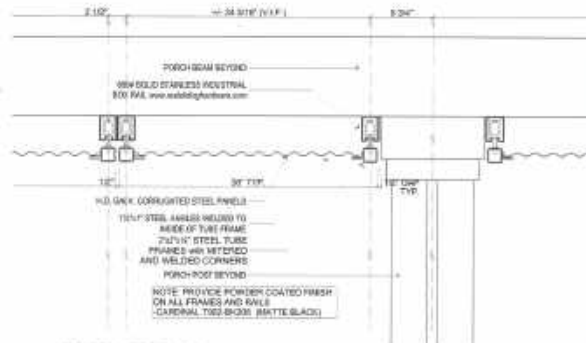
3 PARKING CURB SCALE 1/8\"/>



2 PATIO RAILING SCALE 1/8\"/>



1 PARAPET CAP SCALE 1/8\"/>



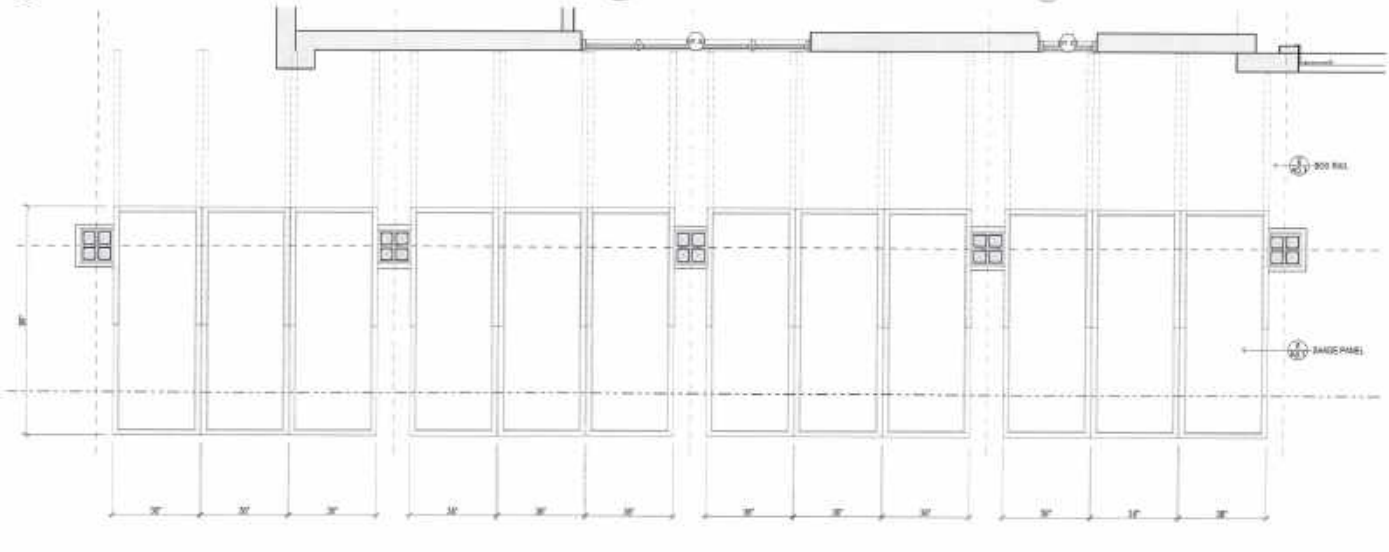
6 PORCH TRELLIS SCALE 1/8\"/>



5 SIDE VIEW - TRELLIS PANELS



4 FRONT VIEW - TRELLIS PANELS



7 TRELLIS PLAN SCALE 1/8\"/>



SCALE: 1/8" = 1'-0"
(SHEET 07)

SOLESKA MARKET-IMPROVEMENTS
1305 Willow Road
Menlo Park, CA 94025

DATE: 08/01/2019
PROJECT: SOLESKA MARKET-IMPROVEMENTS
DRAWN BY: JACOB
CHECKED BY: JACOB
SCALE: 1/8" = 1'-0"

A5.2

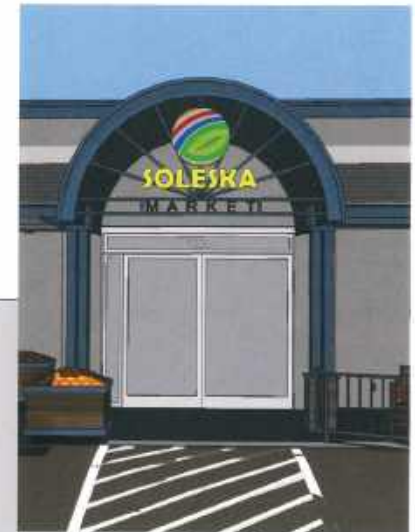
MAXIMUM SIGN AREA ALLOWED

Location	Building Frontage	Maximum Sign Area Allowed
1305 Willow	72 ft	130 sq. ft.
Location	Sign	Sign Area Permitted

1305 Willow	Sign #1 free standing sign	20 sq. ft.
	Sign #2 wall sign	45 sq. ft.
Location	Sign	Sign Area (Single Colors)
1305 Willow	Sign #1 free standing sign	20 sq. ft.
	Sign #2 wall sign	0 sq. ft.

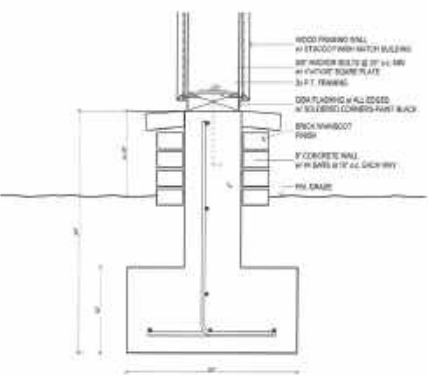
ELECTRICAL FIXTURE SCHEDULE

ID	Am't	Location/Type	Manufacturer/Model	Lamping	Notes
EE	1	Free standing signpost light	Lumina Signpost 3200121	LED	

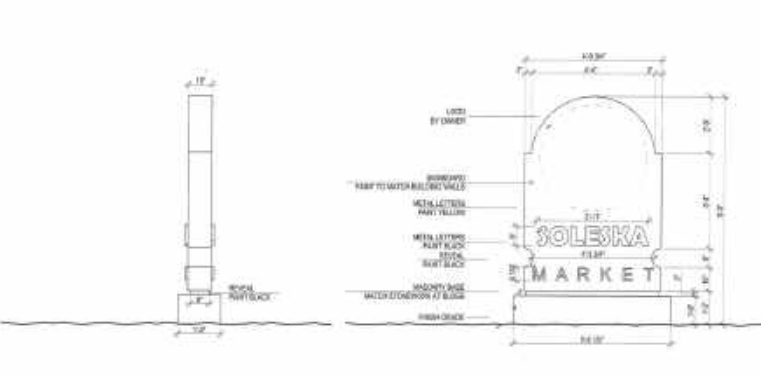


1 EXTERIOR VIEW-SIGN #2
NOT TO SCALE

2 SOUTH ELEVATION-SIGN



6 FOUNDATION at FREE-STANDING SIGN
SCALE 1/4\"/>

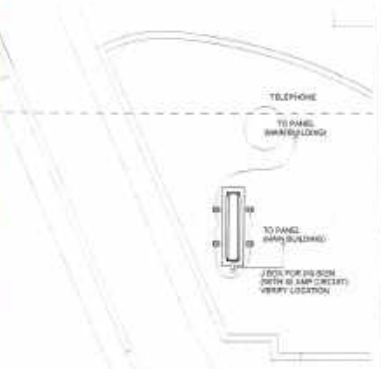


5 SIGN ELEVATION-SOUTH-SIGN
SCALE 1/4\"/>

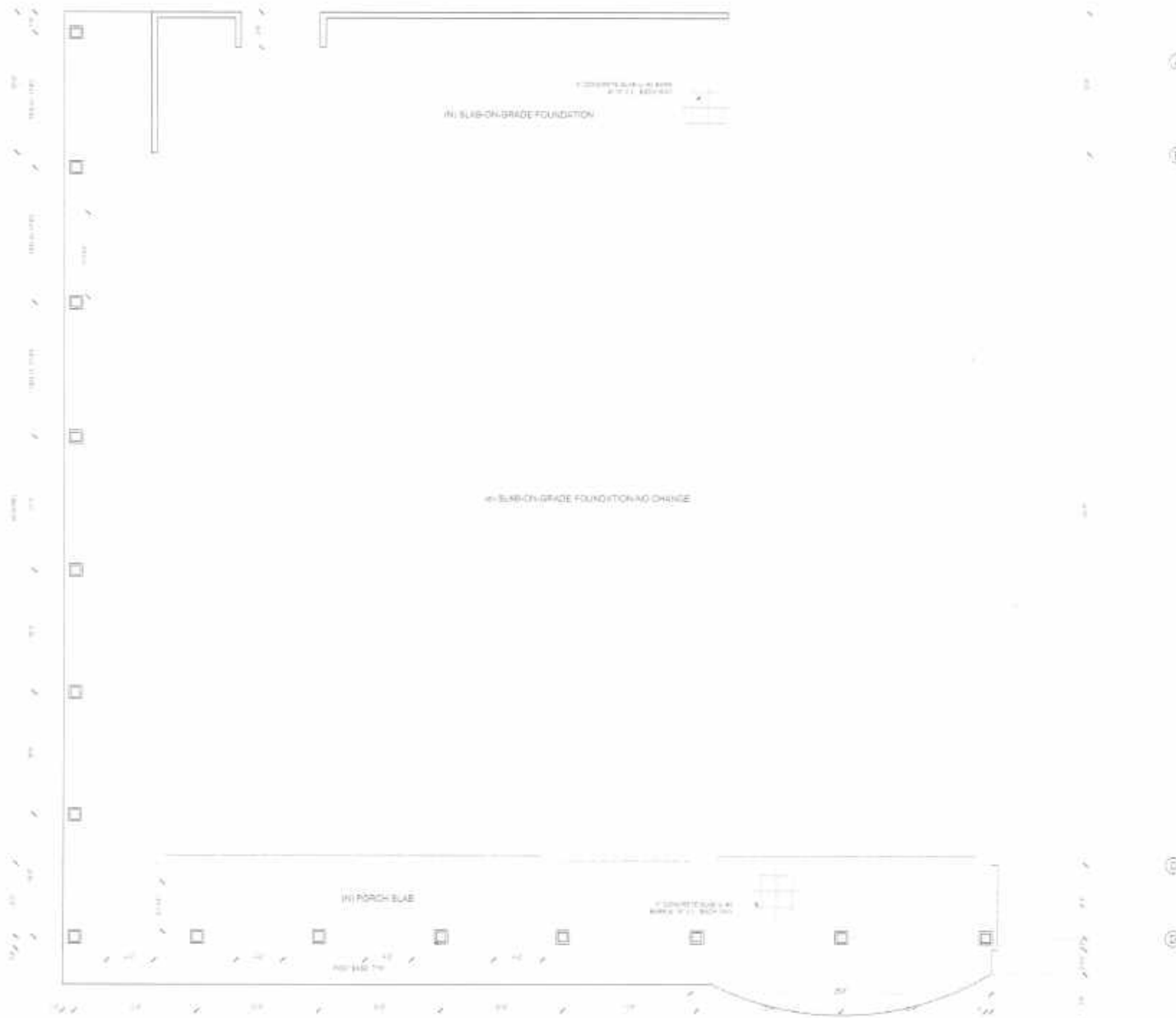
4 SIGN ELEVATION-WEST-SIGN
SCALE 1/4\"/>



3 EXTERIOR VIEW-SIGN #1
NOT TO SCALE



11 ELECTRICAL-FREE STANDING SIGN
SCALE 1/4\"/>



FOUNDATION PLAN

- STRUCTURAL NOTES**
- Design Loads**
- 1. Top 20 psf live load (30 psf total load)
 - 2. Floor 40 psf live load (50 psf total load)
 - 3. Pallet 40 psf live load (50 psf total load)
 - 4. Wind basic wind speed 0 sec. gust 110 mph, Exposure B
 - 5. Seismic design category D
 - 6. Soil bearing capacity 1,500 psf per (200 kPa @ 1')
- General**
- 1. Verify all dimensions. In the case of discrepancy, contact architect for clarification prior to proceeding with work.
 - 2. Structural grid lines are shown for reference only; do not create drawings.
- Concrete**
- 1. All concrete is Fc=3,000 psi, 5% air admixture, min. min.
 - 2. All reinforcing bars are grade 60 steel.
 - 3. All bar伸長 are lap lapped.
 - 4. Form all footings and walls to undisturbed soil (material compacted to 95% relative compaction), as directed by the geo-technical engineer.
 - 5. Provide 2" min. concrete cover for all rebar (1-1/2" if above concrete is placed against formwork or not exposed to weather or soil).
- Fasteners**
- 1. All steel field connectors are manufactured by Simpson Strong-Tie Company, San Leandro, CA. www.simpsonstrongtie.com
 - 2. All roofing per 2015 CBC Table 2103.0-1, unless noted otherwise.
 - 3. All nails, lag screws, etc. is ASTM A307.
 - 4. All fasteners exposed to weather to be hot dip galvanized.
 - 5. All Simpson epoxy is Simpson SET-UP " epoxy-Tie" adhesive anchor system with poly. threaded rod inserts.
 - 6. All Hilti epoxy is Hilti HIT-150 adhesive anchor system with Hilti H40 threaded rod inserts.
 - 7. All CSB anchors have 2" embed at each end + clear space.
 - 8. All anchor bolts are 3/8" dia. w/ 1-1/2" x 1/4" epoxy spacers.
 - 9. All post-tension are Simpson S-10000T series, s.u.
 - 10. All CSB systems are Simpson SDS systems per ESD-19-SDS.
 - 11. All fasteners and connectors to contact with pressure treated lumber or the untreated treated lumber to be hot-dipped galvanized steel or stainless steel.
 - 12. All hollow metal studs are Heavy Metal Studs, Type P-554 Grade 50, Exposure B, s.u. 3/8" steel Framed studs with 1/2" x 1/2" plate metal secured by double nuts on the untreated and may be substituted. Get all bolts to min. edge spacing and embedment depths shown on schedule prior to placing concrete.
- Walls**
- 1. Provide double studs in 4' posts below all beams, s.u.
 - 2. All 2x lumber is Douglas fir, unless noted otherwise.
 - 3. All 4x, 6x lumber is Douglas fir and treated, s.u.
 - 4. All gus. braced beams (G.B.) are 2x4-8.
 - 5. All high strength gl. br. beams (HGB) are 8x-2000 psi min. 5/4 x 11 1/2" dia. by Hilti or equal.
 - 6. All Ply form braced (PFB) are 2x-2,000psi, by Plymaster or equal.
 - 7. All plywood is exposure 1, A-14, s.u.
 - 8. All 4x studs and corner studs 12" x 12" of grade 60 process treated A1 CSA.
 - 9. All bracing are 4x4 minimum size, unless noted otherwise.
 - 10. Provide steel blocking at all joint supports and all loading points.
 - 11. All of wall sheathing with 3/8" dia. of 2" o.c. edge/12" s.c. fast. unless noted otherwise on plans or in clear schedule.
 - 12. Nail and glue all floor sheathing with 100 requirement nails at 2" o.c. edge/12" o.c. field.
 - 13. Pre-fabricated steel wall panels are manufactured by Hancy-Frank, Inc., Houston, CA. www.hancyfrank.com. Follow manufacturer's printed installation instructions. ICC-ES ECR-3093.
 - 14. Provide double studs in 4' posts below all beams, s.u.
 - 15. Provide gl. br. beam inspection certificate for all site fabricated gl. br. beams in the building department prior to building frame erection.
- Rebar/Joist**
- 1. All concrete rebar/ joist (CJM) is ASTM A603, min 1,500 psi min.
 - 2. All rebar is type 60, Fy=200 ksi min.
 - 3. All joist is to ASTM C-170, Fy=2,000 psi min.
 - 4. All CJM/ joist/ joist is reinforced with #4 bars at 18" o.c. with min. 1/4" gapped, maximum.
 - 5. Use gus. metal bracing with 12" o.c. each way with 3/8" dia. gus. with brace post reinforcement for all post-tension rebar rebar post frame foot high.
 - 6. All bar伸長 are lap lapped.
- Steel**
- 1. All steel beams are A36 (30 ksi min. yield strength).
 - 2. All steel columns are A500, Grade B (48 ksi min. yield strength).
 - 3. All walls are with E-200 sheathing.
 - 4. All walls close on 1/4" dia. wall tie steel fabrication shop.
- Truss/Joist Bracing**
- 1. Truss/Joist Bracing (TJB) is hot-dipped in zinc per as manufactured by True-Joint Manufacturer www.truejoint.com. ICC ECR-1183.
 - 2. All truss post framing and installation is per manufacturer's printed instructions.
 - 3. All tie rods are 1/4" x 14" zinc-coated (Zn).
 - 4. Provide 1-1/2" minimum bearing for all truss rods.
 - 5. Provide 2x4 "spaced bracing" at all truss bearing points.

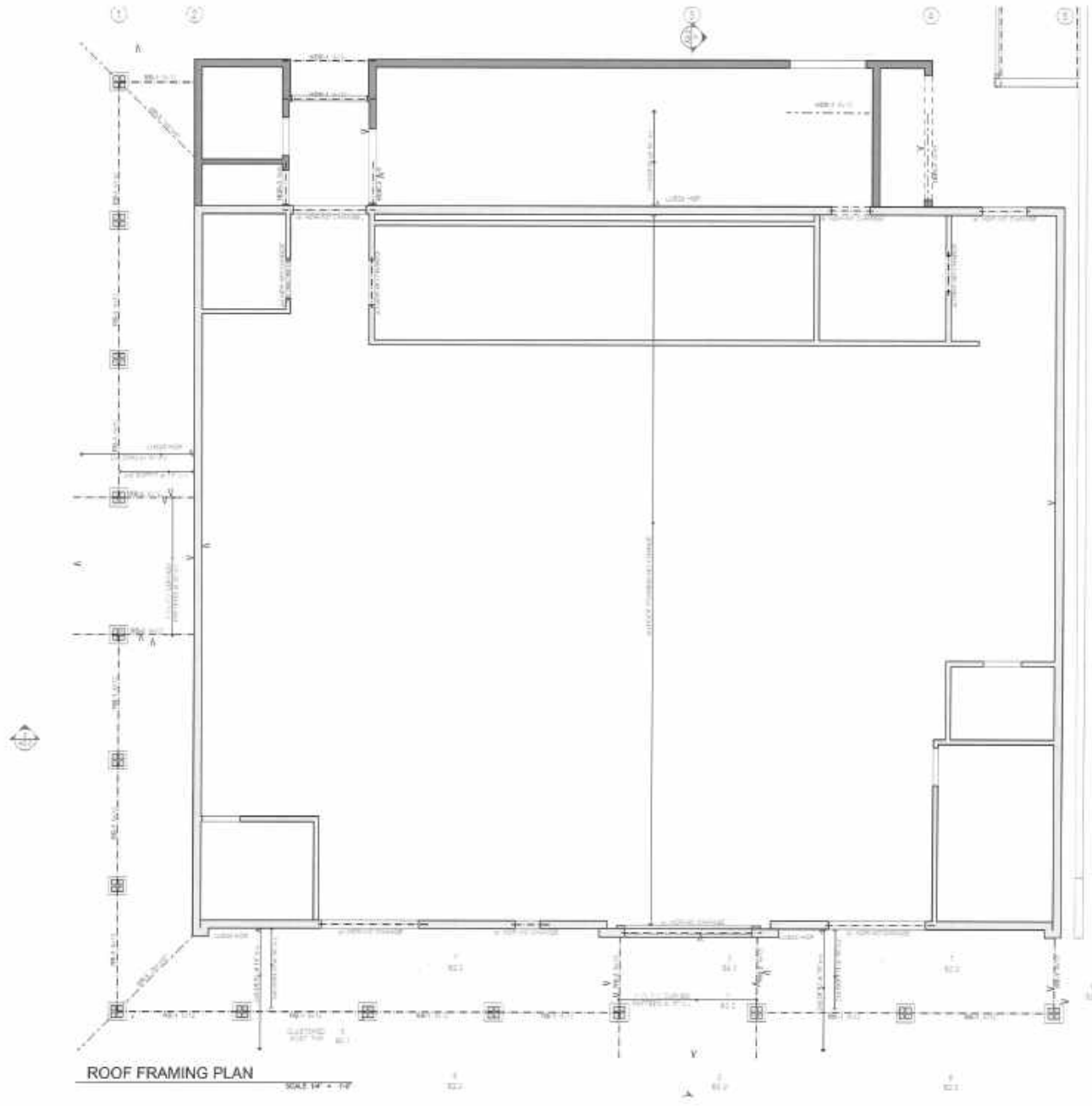
TOPOS

1200 Willow Road
Menlo Park, CA 94025

SOLESKA MARKET IMPROVEMENTS

1200 Willow Road
Menlo Park, CA 94025

S1.1



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

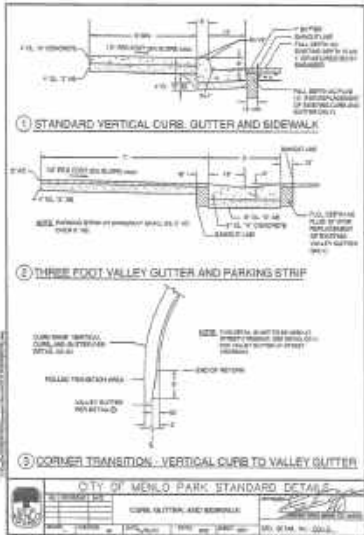
- MINIMUMS RULES**
- Design Loads**
- Roof-20 psf live load (24 psf total load)
 - Floor-40 psf live load (48 psf total load)
 - Roof-40 psf live load (48 psf total load)
 - Wind-see wind speed (ASCE 7-10) section 6.5.1.2. Exposure B
 - Seismic design category D
 - Self-bearing capacity 1.000 psf (per IBC (IRC 9031.4.1))
- General**
- Verify all dimensions. In the case of discrepancies, contact architect for clarification prior to proceeding with work.
 - Structural grid lines are shown for reference only. Do not scale drawing.
- Concrete**
- All concrete is $F_c=2,800$ psi, 5-1/2" steel reinforcement, min.
 - All reinforcing bars are grade 60 steel.
 - All bar diameters min. 1/2" (3/8").
 - Pour all footings and slabs in undisturbed soil (shakers compacted to 90% ultimate compaction, as directed by the geotechnical engineer).
 - Provide 1" min. concrete cover for all rebar (1-1/2" if where concrete is placed against formwork or not exposed to weather or soil).
- Framing**
- All structural connections as manufactured by Simpson Strong-Tie Company, San Leandro, CA. www.simpsonstrongtie.com
 - All framing per 2018 CBC Table 2303.0.1, unless noted otherwise.
 - All bolts, lag screws, etc. to ASTM A307.
 - All fasteners exposed to weather to be hot-dip galvanized.
 - All Simpson epoxy is Simpson SET-UP "Crazy Tie" adhesive anchor system with gain-treated rebar.
 - All Hilti epoxy is Hilti HIT-400 adhesive anchor system with Hilti H400 finished rebar.
 - ICC ECR-3645 Type 27 rebar in each end + clear span.
 - All anchor bolts are 5/8" dia. or 1-1/2" x 1/4" epoxy anchors.
 - All plate hangers are Simpson D1 series D1 series, s.p.s.
 - All HSS columns are Simpson ICC series per ICC ECR-3645.
 - All fasteners and connections in contact with pressure-treated lumber or the weather-treated lumber to be hot-dipped galvanized steel or stainless steel.
 - All finished sections are heavy duty Galv. Type F1554 Grade 55. Galvalume (G-55) steel finished with a 1/2" x 1/2" x 1/8" galv. surface covered by double nails on the underside and may be substituted. Get all bolts in the edge spacing and end-to-end spacings shown on schedule. Give no clearyances.
- Wood**
- Provide double studs or 4x joists below all beams, s.p.s.
 - All 2x lumber is Douglas fir-larch, unless noted otherwise.
 - All 4x, 6x lumber is Douglas fir-larch, s.p.s.
 - All joist laminated beams (LAL) are 24" x 18".
 - All high strength glulam beams (F0400H-G-2) are $F_c=2,000$ psi min. $E=2.1$ x 10¹¹ psi. by Hobas or equal.
 - All Plywood beams (PSL) are 8-2-36/48, by Westmacor or equal.
 - All plywood is exposure 1, APA rated.
 - All all studs and lumber within 12" of grade is pressure treated S4S C24.
 - All formwork are full-replacement steel, unless noted otherwise.
 - Provide solid blocking at all joint supports and all bearing points.
 - Use all steel sheathing with all truss at 8" o.c. stagger 1/2" o.c. flat unless noted otherwise in plans or in shop schedule.
 - Use all steel all floor sheathing with 100 reinforcement rails at 8" o.c. spaced 12" o.c. min.
 - Pre-fabricated shear wall panels as manufactured by Hasty-Frame, Inc., Ventura, CA. www.hastyframe.com. Follow manufacturer's printed installation instructions. (ICC-Report ECR-3645)
 - Provide double studs or 4x joists below all beams, s.p.s.
 - Provide glulam beam inspection certificate for all site fabricated glulam beams to the building department prior to building frame inspection.
- Rebar**
- All concrete reinforcing units (CRU) to ASTM C 80, from 1,000 psi min.
 - All rebar is type 60, $F_c=2,800$ psi min.
 - All rebar is to ASTM C 476, $F_c=2,800$ psi min.
 - All CMU construction is reinforced with #4 bars at 16" o.c. each way, fully grouted, minimum.
 - Use galv. steel finished wall top @ 12" o.c. each way with 2 galv. wire mesh joint reinforcement for all reinforced concrete veneer over three feet high.
 - All top diameter min. 1/2" (3/8").
- Steel**
- All steel beams are AISC (8th ed. min. yield strength).
 - All steel columns are AISC, Grade 50 (46 ksi min. yield strength).
 - All bolts are with E70X electrodes.
 - All welds done to Sides certified steel fabrication shop.
- Truss-Roof Framing**
- Truss-Roof Framing (TRF) are designed for truss joints as manufactured by Truss-Joint Millwork www.truss-joint.com, ICC Report ECR-1183.
 - All truss joint fasteners and hardware to per manufacturer's printed instructions.
 - All six joints are 1-1/4" round-top (LVA).
 - Provide 1-1/2" minimum depth for all truss joints.
 - Provide 2x4 "spaced blocks" at all interior bearing walls.

TOPOS

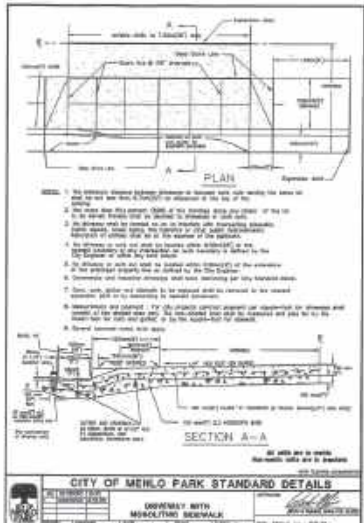
1305 Willow Road
Menlo Park, CA 94025

SOLESKA MARKET-IMPROVEMENTS

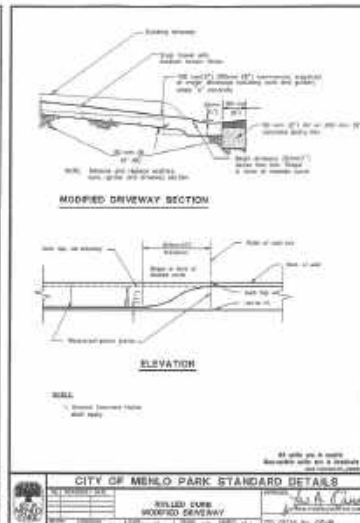
S1.2



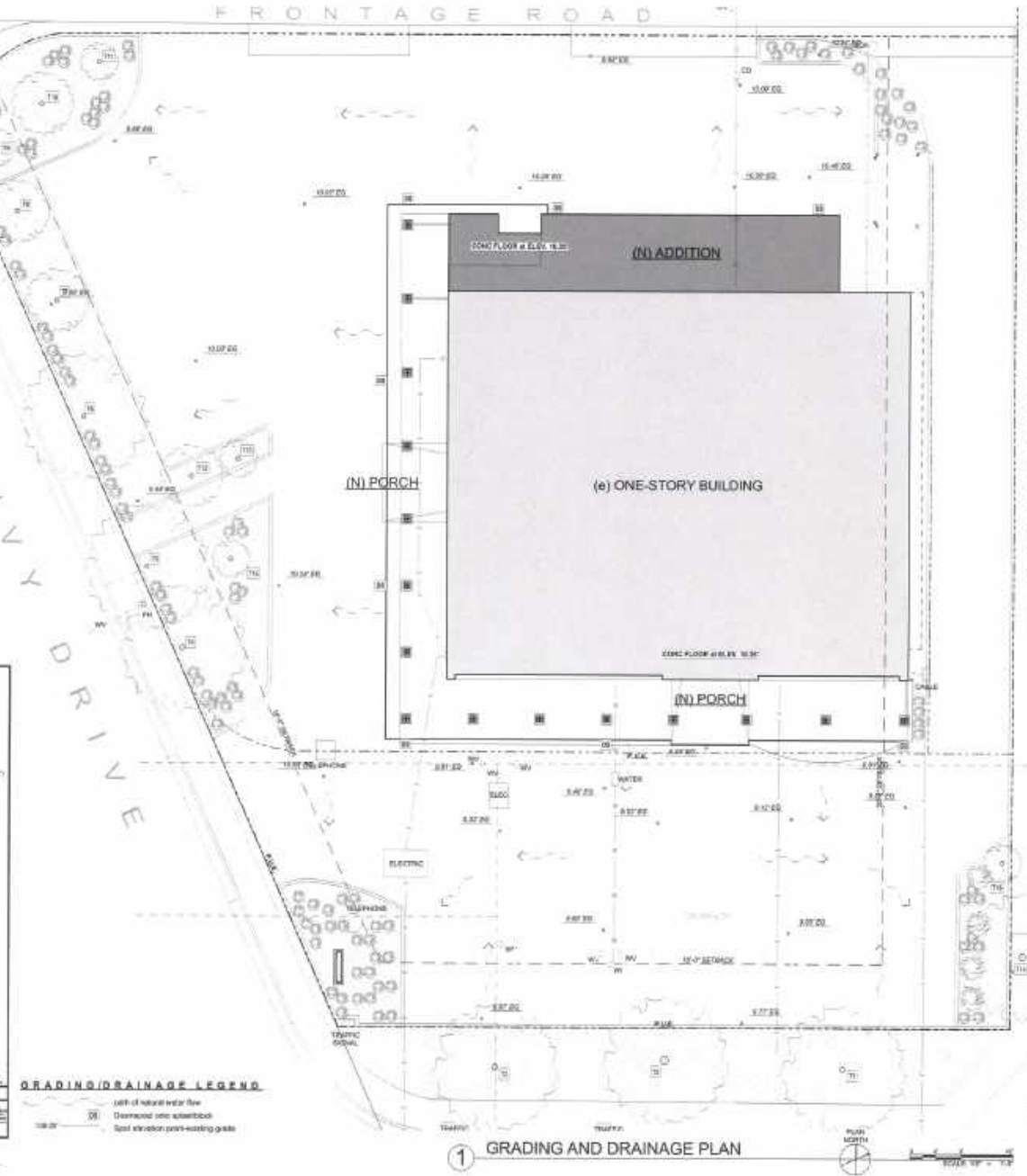
2 CURB, GUTTER AND SIDEWALK



3 CURB CUT DETAIL



4 CURB CUT DETAIL



1 GRADING AND DRAINAGE PLAN



SAN MATEO COUNTYWIDE
**Water Pollution
 Prevention Program**
 Clean Water, Healthy Community.

Construction Best Management Practices (BMPs)

Construction projects are required to implement the stormwater best management practices (BMP) on this page, as they apply to your project, all year long.

Materials & Waste Management



Non-Hazardous Materials

- ❑ Berm and cover stockpiles of sand, dirt or other construction material with tarps when rain is forecast or if not actively being used within 14 days.
- ❑ Use (but don't overuse) reclaimed water for dust control.

Hazardous Materials

- ❑ Label all hazardous materials and hazardous wastes (such as pesticides, paints, thinners, solvents, fuel, oil, and antifreeze) in accordance with city, county, state and federal regulations.
- ❑ Store hazardous materials and wastes in water tight containers, store in appropriate secondary containment, and cover them at the end of every work day or during wet weather or when rain is forecast.
- ❑ Follow manufacturer's application instructions for hazardous materials and be careful not to use more than necessary. Do not apply chemicals outdoors when rain is forecast within 24 hours.
- ❑ Arrange for appropriate disposal of all hazardous wastes.

Waste Management

- ❑ Cover waste disposal containers securely with tarps at the end of every work day and during wet weather.
- ❑ Check waste disposal containers frequently for leaks and to make sure they are not overfilled. Never hose down a dumpster at the construction site.
- ❑ Clean or replace portable toilets, and inspect them frequently for leaks and spills.
- ❑ Dispose of all wastes and debris properly. Recycle materials and wastes that can be recycled (such as asphalt, concrete, aggregate base materials, wood, gypsum board, pipe, etc.)
- ❑ Dispose of liquid residues from paints, thinners, solvents, glues, and cleaning fluids as hazardous waste.

Construction Entrances and Perimeter

- ❑ Establish and maintain effective perimeter controls and stabilize all construction entrances and exits to sufficiently control erosion and sediment discharges from site and tracking off site.
- ❑ Sweep or vacuum any street tracking immediately and secure sediment source to prevent further tracking. Never hose down streets to clean up tracking.

Equipment Management & Spill Control



Maintenance and Parking

- ❑ Designate an area, fitted with appropriate BMPs, for vehicle and equipment parking and storage.
- ❑ Perform major maintenance, repair jobs, and vehicle and equipment washing off site.
- ❑ If refueling or vehicle maintenance must be done onsite, work in a bermed area away from storm drains and over a drip pan or drip cloth big enough to collect fluids. Recycle or dispose of fluids as hazardous waste.
- ❑ If vehicle or equipment cleaning must be done onsite, clean with water only in a bermed area that will not allow rinse water to run into gutters, streets, storm drains, or surface waters.
- ❑ Do not clean vehicle or equipment onsite using soaps, solvents, degreasers, or steam cleaning equipment.

Spill Prevention and Control

- ❑ Keep spill cleanup materials (e.g., rags, absorbents and cat litter) available at the construction site at all times.
- ❑ Inspect vehicles and equipment frequently for and repair leaks promptly. Use drip pans to catch leaks until repairs are made.
- ❑ Clean up spills or leaks immediately and dispose of cleanup materials properly.
- ❑ Do not hose down surfaces where fluids have spilled. Use dry cleanup methods (absorbent materials, cat litter, and/or rags).
- ❑ Sweep up spilled dry materials immediately. Do not try to wash them away with water, or bury them.
- ❑ Clean up spills on dirt areas by digging up and properly disposing of contaminated soil.
- ❑ Report significant spills immediately. You are required by law to report all significant releases of hazardous materials, including oil. To report a spill: 1) Dial 911 or your local emergency response number, 2) Call the Governor's Office of Emergency Services Warning Center, (800) 852-7590 (24 hours).

Earthmoving



- ❑ Schedule grading and excavation work during dry weather.
- ❑ Stabilize all denuded areas, install and maintain temporary erosion controls (such as erosion control fabric or bonded fiber mats) until vegetation is established.
- ❑ Remove existing vegetation only when absolutely necessary, and seed or plant vegetation for erosion control on slopes or where construction is not immediately planned.
- ❑ Prevent sediment from migrating offsite and protect storm drain inlets, gutters, ditches, and drainage courses by installing and maintaining appropriate BMPs, such as fiber rolls, silt fences, sediment basins, gravel rolls, berms, etc.
- ❑ Keep excavated soil on site and transfer it to dump trucks on site, not in the streets.

Contaminated Soil

- ❑ If any of the following conditions are observed, test for contamination and contact the Regional Water Quality Control Board:
 - Unusual soil conditions, discoloration, or odor.
 - Abandoned underground tanks.
 - Abandoned wells.
 - Buried barrels, debris, or trash.

Paving/Asphalt Work



- ❑ Avoid paving and seal coating in wet weather or when rain is forecast, to prevent materials that have not cured from contacting stormwater runoff.
- ❑ Cover storm drain inlets and manholes when applying seal coat, tack coat, slurry seal, fog seal, etc.
- ❑ Collect and recycle or appropriately dispose of excess abrasive gravel or sand. Do NOT sweep or wash it into gutters.
- ❑ Do not use water to wash down fresh asphalt concrete pavement.

Sawcutting & Asphalt/Concrete Removal

- ❑ Protect nearby storm drain inlets when saw cutting. Use filter fabric, catch basin inlet filters, or gravel bags to keep slurry out of the storm drain system.
- ❑ Shovel, absorb, or vacuum saw-cut slurry and dispose of all waste as soon as you are finished in one location or at the end of each work day (whichever is sooner).
- ❑ If sawcut slurry enters a catch basin, clean it up immediately.

Concrete, Grout & Mortar Application



- ❑ Store concrete, grout, and mortar away from storm drains or waterways, and on pallets under cover to protect them from rain, runoff, and wind.
- ❑ Wash out concrete equipment/trucks offsite or in a designated washout area, where the water will flow into a temporary waste pit, and in a manner that will prevent leaching into the underlying soil or onto surrounding areas. Let concrete harden and dispose of as garbage.
- ❑ When washing exposed aggregate, prevent washwater from entering storm drains. Block any inlets and vacuum gutters, hose washwater onto dirt areas, or drain onto a bermed surface to be pumped and disposed of properly.

Landscaping



- ❑ Protect stockpiled landscaping materials from wind and rain by storing them under tarps all year-round.
- ❑ Stack bagged material on pallets and under cover.
- ❑ Discontinue application of any erodible landscape material within 2 days before a forecast rain event or during wet weather.

Painting & Paint Removal



Painting Cleanup and Removal

- ❑ Never clean brushes or rinse paint containers into a street, gutter, storm drain, or stream.
- ❑ For water-based paints, paint out brushes to the extent possible, and rinse into a drain that goes to the sanitary sewer. Never pour paint down a storm drain.
- ❑ For oil-based paints, paint out brushes to the extent possible and clean with thinner or solvent in a proper container. Filter and reuse thinners and solvents. Dispose of excess liquids as hazardous waste.
- ❑ Paint chips and dust from non-hazardous dry stripping and sand blasting may be swept up or collected in plastic drop cloths and disposed of as trash.
- ❑ Chemical paint stripping residue and chips and dust from marine paints or paints containing lead, mercury, or tributyltin must be disposed of as hazardous waste. Lead-based paint removal requires a state-certified contractor.

Dewatering



- ❑ Discharges of groundwater or captured runoff from dewatering operations must be properly managed and disposed. When possible send dewatering discharge to landscaped area or sanitary sewer. If discharging to the sanitary sewer call your local wastewater treatment plant.
- ❑ Divers run-off water from offsite away from all disturbed areas.
- ❑ When dewatering, notify and obtain approval from the local municipality before discharging water to a street gutter or storm drain. Filtration or diversion through a basin, tank, or sediment trap may be required.
- ❑ In areas of known or suspected contamination, call your local agency to determine whether the ground water must be tested. Pumped groundwater may need to be collected and hauled off-site for treatment and proper disposal.

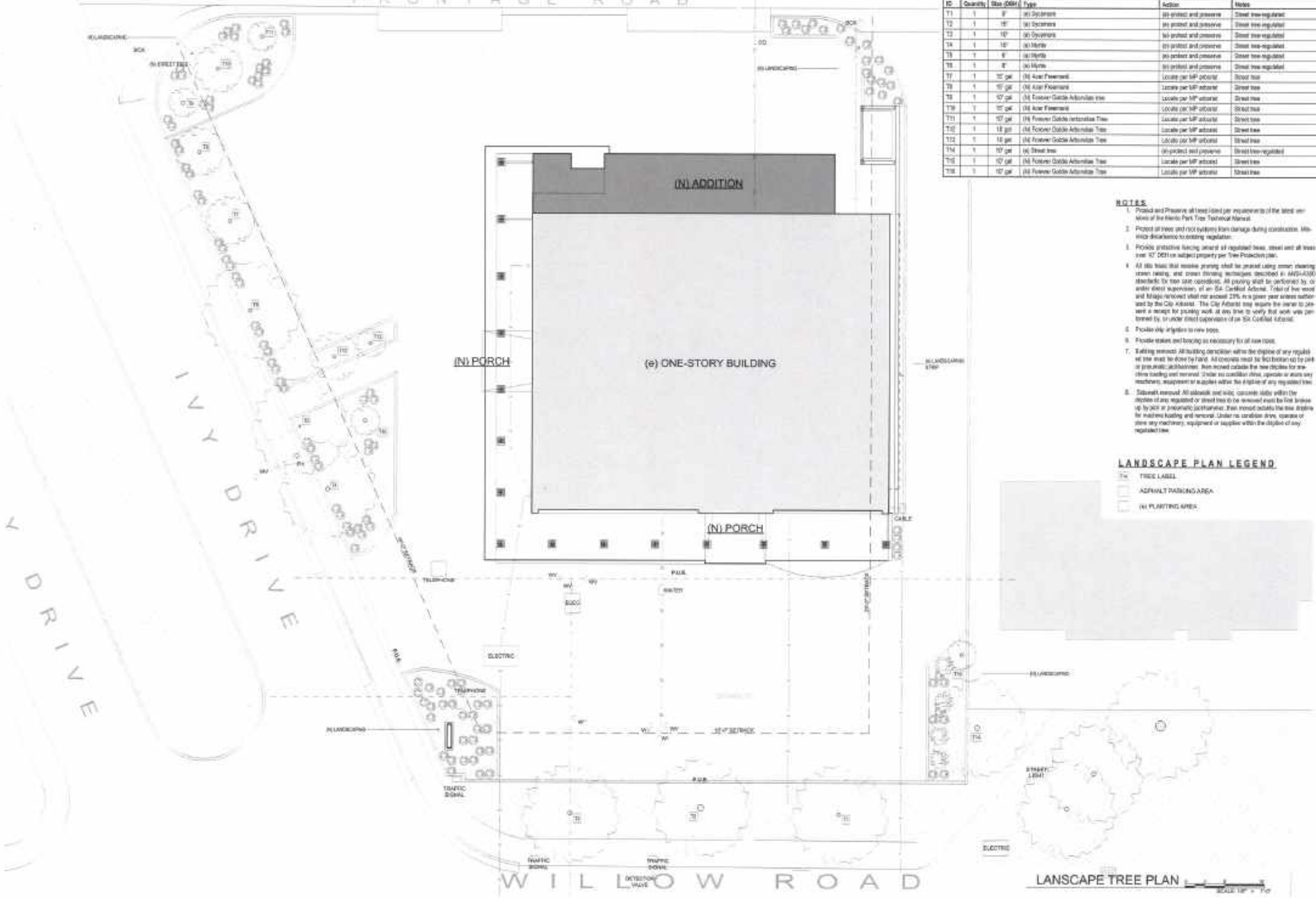
Storm drain polluters may be liable for fines of up to \$10,000 per day!

94001 01/2017
 U.S. Green Building
 1305 Willow Road
 Menlo Park, CA 94025

SOLESKA MARKET-IMPROVEMENTS
 1305 Willow Road
 Menlo Park, CA 94025

DATE: _____
 PREPARED BY: _____
 CHECKED BY: _____
 APPROVED BY: _____

TUNIAGE ROAD



ID	Quantity	Size (DIA)	Type	Action	Notes
T1	1	8"	(M) Deciduous	to protect and preserve	Street tree regulated
T2	1	10"	(M) Deciduous	to protect and preserve	Street tree regulated
T3	1	10"	(M) Deciduous	to protect and preserve	Street tree regulated
T4	1	10"	(M) Deciduous	to protect and preserve	Street tree regulated
T5	1	8"	(M) Deciduous	to protect and preserve	Street tree regulated
T6	1	8"	(M) Deciduous	to protect and preserve	Street tree regulated
T7	1	10"	(M) Acacia Foliageless	to protect and preserve	Street tree regulated
T8	1	10"	(M) Acacia Foliageless	to protect and preserve	Street tree regulated
T9	1	10"	(M) Ficus Golden Ardourless Tree	to protect and preserve	Street tree regulated
T10	1	10"	(M) Ficus Golden Ardourless Tree	to protect and preserve	Street tree regulated
T11	1	10"	(M) Ficus Golden Ardourless Tree	to protect and preserve	Street tree regulated
T12	1	10"	(M) Ficus Golden Ardourless Tree	to protect and preserve	Street tree regulated
T13	1	10"	(M) Ficus Golden Ardourless Tree	to protect and preserve	Street tree regulated
T14	1	10"	(M) Ficus Golden Ardourless Tree	to protect and preserve	Street tree regulated
T15	1	10"	(M) Ficus Golden Ardourless Tree	to protect and preserve	Street tree regulated
T16	1	10"	(M) Ficus Golden Ardourless Tree	to protect and preserve	Street tree regulated

- NOTES**
- Protect and Preserve all trees listed per requirements of the latest version of the Mendocino County Tree Removal Ordinance.
 - Protect all trees and root systems from damage during construction. Minimum clearance to existing vegetation.
 - Provide protective fencing around all regulated trees, street and all trees over 10" DBH on subject property per Tree Protection plan.
 - All site trees that require pruning shall be pruned using correct pruning techniques, and correct pruning techniques described in ANSI-A300 standards for tree care operations. All pruning shall be performed by or under direct supervision of an ISA Certified Arborist. Total of live wood and foliage removed shall not exceed 25% in a given year unless authorized by the City of Ukiah. The City of Ukiah may require the owner to provide a report for pruning work. All site tree to only that work was performed by or under direct supervision of an ISA Certified Arborist.
 - Provide drip irrigation to new trees.
 - Provide stakes and bracing as necessary for all new trees.
 - Building removal: All building demolition within the footprint of any regulated tree must be done by hand. All concrete must be broken up by pile or pneumatic jackhammer. Items removed outside the tree footprint for machine loading and removal. Check no condition about, operate or store any machinery, equipment or supplies within the footprint of any regulated tree.
 - Materials removed: All sidewalk and walk, concrete slabs within the footprint of any regulated or street tree to be removed must be free before by pile or pneumatic jackhammer. Items removed outside the tree footprint for machine loading and removal. Under no condition store, operate or store any machinery, equipment or supplies within the footprint of any regulated tree.

LANDSCAPE PLAN LEGEND

- ☐ TREE LABEL
- ▨ ASPHALT PARKING AREA
- ▭ (M) PLANTING AREA

LANDSCAPE TREE PLAN
SCALE: 1/8" = 1'-0"

TOPOS

1305 WILLOW ROAD
MEMO PARK, CA 94025

SOLESKA MARKET-IMPROVEMENTS

DATE: 10/15/2014
DRAWN BY: [Name]
CHECKED BY: [Name]

L1



LEGEND

- BOUNDARY
- FORMER BOUNDARY
- CENTERLINE
- APPROXIMATE
- FENCE
- WALL
- EDGE OF PAVEMENT
- SPOT ELEVATION
- UTILITY BOX
- OBSTACLE

AREA:
TOTAL NET AREA OF THE LOT AS SHOWN
WITHIN THE BOUNDARY LINE PER LEGEND
IS 10,502 SQUARE FEET (2.45 ACRES)

BENCH MARK:
CITY OF MENLO PARK BENCH MARK, "U.S. BENCHMARK 7100"
BRASS DISK SET IN CONCRETE POST, STAMPED "7100"
275' SW OF INTERSECTION OF WILLOW RD AND HIGHWAY 84
90' WEST OF THE CENTERLINE OF WILLOW ROAD
12' NORTH OF NORTHERLY RAIL OF RAILROAD TRACKS
ELEV = 64.7' (NAVD 88)

BASE OF BEARING:
MONUMENT LINE BETWEEN TWO MONUMENTS ON IVY DRIVE, AS SHOWN
PER PARCEL MAP 16141, PG. 44, SAN MATEO COUNTY RECORDS

N 86° 12' 30" E 1895.90' (not to scale)
BASE OF BEARING

NO.	DATE	BY	DATE	SCALE	DATE
1	03/10/10	STYL WILSON, ROBERTA TEEB STEWART		HORIZ	
1	03/10/10	LOT AREA		VERT	



WESTFALL ENGINEERS, INC.
14583 BIG BUSH VAY, SARATOSA, CA 95070 (408) 867-0244

BOUNDARY AND TOPOGRAPHIC SURVEY
1305 WILLOW ROAD, MENLO PARK

JOB NO.	1305
SHEET	1
OF	1

SOLESKA MARKET-IMPROVEMENTS
1305 Willow Road
Menlo Park, CA 94025

LS1



February 27, 2019

City of Menlo Park
 Community Development Department: Planning Division
 701 Laurel Street
 Menlo Park, CA 94025

Dear Ori Paz,

Soleska Market is a small neighborhood food market that has been serving the Newbridge Park and Belle Haven neighborhoods of Menlo Park for 20 years, 12 under the current ownership and direct management of Luis Gil. The market is known for selling seasonal and extremely fresh produce, and meats at reasonable prices. The market also serves simple food take-out such as burritos and tacos.

SOLESKA MARKET: PROJECT DESCRIPTION

We propose to add 709 s.f. to the existing building to provide a covered porch on the front and left side of the existing building and additional storage at the back. We would also like to provide new finishes on the street facing sides of the building and a new roof form over the new porch, changing and improving the appearance of the building. We propose to repair and re-stripe the parking lot, and to providing updated ADA parking as required. No change to the existing building height is proposed. We will provide a new ADA restroom and provide new interior lighting, and electrical wiring to the proposed addition. No other interior changes are proposed. The proposed materials, building massing and architectural style is consistent with the neighborhood and appropriate for surrounding area.

We propose to provide new signage on the building façade and a new monument sign at the street corner. The free-standing sign is 8'-0" in height. The sign wall color will match the main building color scheme.

We propose to provide additional landscaping throughout the property. None of the trees on or near the property will be affected by the work. The proposed work will blend in with and complement the existing neighborhood.

SOLESKA MARKET: DESCRIPTION of OPERATIONS

Soleska Market is open seven days a week from 6:00 am to 9 pm. Over our many years of operation our business hours have been well received by the community; the store is rarely empty.

Soleska Market prides itself on displaying fresh produce outside the store during business hours. Many of our customers expect and even prefer that our fresh fruits and vegetables be openly displayed. The produce will be shielded from the sun and weather by retractable shades and is presented on large moveable carts. All sales take place inside the store. At the end of each business day, the produce carts will be placed neatly within the new front porch, the retractable shades will be stored and a neat and tidy appearance will be maintained.

Soleska Market prepares and serves light take-out food such as burritos, tacos and salads along with fresh made 'agua frescas'. While all prepared food items are sold packaged 'to-go', we offer seating for our clients who wish to consume their food on premise. Our market is not a 'destination' type food

654 Gilman Street ♦ Palo Alto, CA 94301

Phone: 650.327.7573

www.toposarchitects.com

TOPOS



ARCHITECTS

establishment, and most of our customers chose to enjoy their prepared food at home. However, as our market is very popular within the community, many customers also take advantage of our outdoor seating to talk with friends and socialize. We anticipate having our outdoor seating available to our customers during business hours.

Soleska Market accepts deliveries from 5 am to 1 pm, Monday to Friday. The early morning delivery hours are critical to the business operation, as a large amount of produce must be delivered before the morning rush hour, and typically arrives in the early morning from the central valley in larger trucks. Later morning deliveries tend to be dairy and processed food and beverage items delivered in vans. We do not accept afternoon deliveries due to extreme traffic congestion.

Our deliveries and services are as follows:

<u>Product</u>	<u>Source</u>	<u>Route</u>	<u>Truck size</u>	<u>Percent of del.</u>	<u>Frequency</u>
Produce	Central Valley	I238/CA84	10 wheel	35%	Daily
Pkg food/meats	Fremont	I880/CA84	24' box van	35%	Bi-weekly
Beverages	San Jose	US101/CA84	24' box van	5%	Bi-weekly
Package goods	Fremont	I880/CA84	24' box van	10%	Bi-weekly
Linens	San Jose	US101/CA84	18' step van	5%	Monthly
Garbage	San Carlos	US101/CA84	Garbage truck	5%	Weekly
Compost/recyc.	San Carlos	US101/CA84	Recyc. Truck	5%	Weekly

More specifically, we receive deliveries on the following schedule:

Monday-Saturday

5 am daily	10 wheel (53') truck produce delivery
7 am daily	10 wheel (53') truck produce delivery
8 am daily	10 wheel (53') truck produce delivery
9 am daily	24' box van delivery
10 am daily	18' box van dairy delivery
11 am daily	24' box van delivery
12 pm daily	18' box van delivery
1 pm daily	18' box van delivery

Delivery of produce in large trucks (53') happens between hours of 5am to 8am which overlaps with the store hours between 6am-8am. Currently the Soleska Market has a plan to safely accomplish deliveries on site. The plan consists of using cones to block out the area for the large truck. Soleska Market will continue to use this plan which includes to coned off and add signage to the conflict spaces during delivery hours.

We are in the process of reaching out to our neighbors to advise them of our plans to improve our market and solicit their opinion about our designs. We will provide you with copies of our feedback. Please see the attached flyer which has been distributed to homes and businesses throughout the neighborhood (and to everyone within 300' of our store).

Thank you for your thorough review and diligent efforts on our behalf as we work through the planning approval process for our project. Please let us know if any further information is required.

Sincerely,

654 Gilman Street ♦ Palo Alto, CA 94301

Phone: 650.327.7573

www.toposarchitects.com

TOPOS

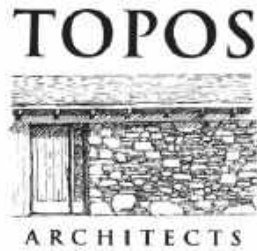


ARCHITECTS

Luis Gil
Soleska Market

Juan Guillen
TOPOS Architects

654 Gilman Street ♦ Palo Alto, CA 94301
Phone: 650.327.7573
www.toposarchitects.com



March 5, 2019

City of Menlo Park
Community Development Department: Planning Division
701 Laurel Street
Menlo Park, CA 94025

SOLESKA MARKET IMPROVEMENTS: (PLN 2018-00043)

Dear Ori Paz,

As part of the entitlement process for the improvements to the Soleska Market, we have conducted a neighborhood outreach program.

On February 1, 2019, approximately 100 flyers were delivered to residences in the vicinity of the Soleska Market. All homes within 300 feet of the market received a flyer. Flyers were also available at the market during the week of February 4-8. A copy of the flyer is attached. The flyers were printed in English and Spanish.

We received nine written responses, which are attached. All responses were supportive of our project.

Thank you for your review of our project.

Sincerely,

Luis Gil
Soleska Market

Juan Guillen
TOPOS Architects



1305 Willow Road-Vista a la calle

Estimado vecino,

Soleska Market esta mejorando. Queremos mejorar nuestra apariencia, reparar nuestro estacionamiento, añadir nuevo paisajismo y añadir mas espacio de almacenamiento en la parte posterior. Que te parece?

Tenemos un plan esquemático en la parte posterior y más detalles pueden encontrarse en www.MenloPark.org

Por favor envíe a nuestro arquitecto, Juan Guillen una nota a juan@toposarchitects.com, o, mejor aún, dejar sus comentarios en la tienda. Nos encantaría verte y tenemos algo especial por su tiempo! (Soleska Market ha prometido una botella de gaseosa por cada comentario devuelto antes de Feb 15th, uno por hogar y uno por visita.)

Estamos aquí y queremos ayudar a mejorar nuestro vecindario.

Gracias,

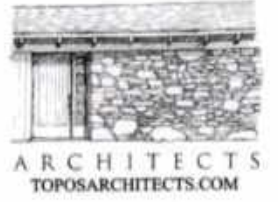
Luis Gil, Propietario

Ah y una cosa más. El año que viene, estamos pensando en solicitar una licencia para vender cerveza. ¿Qué piensa-gran idea, o mal para el vecindario?

Comentario: TODA MEJORIA ES BUENA Y LA TIENDA ES
MOY LIMPIA Y LOS TRABAJADORES SON AMABLES
Y EL PARQUEO ES IMPORTANTE ARREGULARLO **TOPOS**

Nombre: Juan Carlos Rodriguez

Información de contacto: (si desea mantenerse en contacto): 650 742 2585





1305 Willow Road-Street view

Dear neighbor and patron,

Soleska Market is improving. We want to upgrade our appearance at the street, fix our parking lot, add new landscaping and add more storage room at the back. What do you think?

A schematic plan is on the back and more detail can be found online at www.menlopark.org...

Please send our architect, Juan Guillen a note at juan@toposarchitects.com, or, better yet, drop off your comments to the store. We'd love to see you and have something special for your efforts! (Soleska Market has promised a free bottle of soda pop for each comment returned before Feb 15th One per household and one per visit.)

We're here to stay and want to help make our neighborhood even better.

Thanks,

Luis Gil, Proprietor

Oh, and one more thing. Next year, we're thinking of applying for a liquor license to sell beer. What do you think-great idea, or bad for the neighbor?

Comments: I would like for Soleska to
sell beer. I think it's a great idea
for the new remodeling and for the
liquor license.

Name: Casimiro Valencia

Contact info: (if you'd like to stay in touch): _____

TOPOS



ARCHITECTS
TOPOSARCHITECTS.COM



1305 Willow Road-Vista a la calle

Estimado vecino,

Soleska Market esta mejorando. Queremos mejorar nuestra apariencia, reparar nuestro estacionamiento, añadir nuevo paisajismo y añadir mas espacio de almacenamiento en la parte posterior. Que te parece?

Tenemos un plan esquemático en la parte posterior y más detalles pueden encontrarse en www.MenloPark.org

Por favor envíe a nuestro arquitecto, Juan Guillen una nota a juan@toposarchitects.com, o, mejor aún, dejar sus comentarios en la tienda. Nos encantaría verte y tenemos algo especial por su tiempo! (Soleska Market ha prometido una botella de gaseosa por cada comentario devuelto antes de Feb 15th, uno por hogar y uno por visita.)

Estamos aquí y queremos ayudar a mejorar nuestro vecindario.

Gracias,

Luis Gil, Propietario

Ah y una cosa más. El año que viene, estamos pensando en solicitar una licencia para vender cerveza. ¿Qué piensa-gran idea, o mal para el vecindario?

Comentario: A mi me gusta esta idea para
la tienda y la comunidad de Menlo
Park CA. Buena idea :)

Nombre: Erica Dicarlo

Información de contacto: (si desea mantenerse en contacto): (650) 690-4873

Ericadicarlo8
@Yahoo.com

TOPOS





1305 Willow Road-Vista a la calle

Estimado vecino,

Soleska Market esta mejorando. Queremos mejorar nuestra apariencia, reparar nuestro estacionamiento, añadir nuevo paisajismo y añadir mas espacio de almacenamiento en la parte posterior. Que te parece?

Tenemos un plan esquemático en la parte posterior y más detalles pueden encontrarse en www.MenloPark.org

Por favor envíe a nuestro arquitecto, Juan Guillen una nota a juan@toposarchitects.com, o, mejor aún, dejar sus comentarios en la tienda. Nos encantaría verte y tenemos algo especial por su tiempo! (Soleska Market ha prometido una botella de gaseosa por cada comentario devuelto antes de Feb 15th, uno por hogar y uno por visita.)

Estamos aquí y queremos ayudar a mejorar nuestro vecindario.

Gracias,

Luis Gil, Propietario

Ah y una cosa más. El año que viene, estamos pensando en solicitar una licencia para vender cerveza. ¿Qué piensa-gran idea, o mal para el vecindario?

Comentario: Que bueno me encanta escuchar de este proyecto adelante y de lo de la cerveza pues todos tienen derecho

Nombre: Margarita Hernandez de Vendedor

Información de contacto: (si desea mantenerse en contacto): _____





1305 Willow Road-Vista a la calle

Estimado vecino,

Soleska Market esta mejorando. Queremos mejorar nuestra apariencia, reparar nuestro estacionamiento, añadir nuevo paisajismo y añadir mas espacio de almacenamiento en la parte posterior. Que te parece?

Tenemos un plan esquemático en la parte posterior y más detalles pueden encontrarse en www.Menlopark.org

Por favor envíe a nuestro arquitecto, Juan Guillen una nota a juan@toposarchitects.com, o, mejor aún, dejar sus comentarios en la tienda. Nos encantaría verte y tenemos algo especial por su tiempo! (Soleska Market ha prometido una botella de gaseosa por cada comentario devuelto antes de Feb 15th, uno por hogar y uno por visita.)

Estamos aquí y queremos ayudar a mejorar nuestro vecindario.

Gracias,

Luis Gil, Propietario

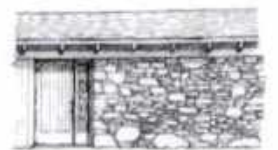
Ah y una cosa más. El año que viene, estamos pensando en solicitar una licencia para vender cerveza. ¿Qué piensa-gran idea, o mal para el vecindario?

Comentario: Buen negocio para la tienda, lo unico que
no nos gustaria que hubiera gente borracha afuera
en los alrededores

Nombre: Guadalupe Gonzalez

Información de contacto: (si desea mantenerse en contacto): 408.846.839

TOPOS



ARCHITECTS
TOPOSARCHITECTS.COM



1305 Willow Road-Vista a la calle

Estimado vecino,

Soleska Market esta mejorando. Queremos mejorar nuestra apariencia, reparar nuestro estacionamiento, añadir nuevo paisajismo y añadir mas espacio de almacenamiento en la parte posterior. Que te parece?

Tenemos un plan esquemático en la parte posterior y más detalles pueden encontrarse en www.Menlopark.org

Por favor envíe a nuestro arquitecto, Juan Guillen una nota a juan@toposarchitects.com, o, mejor aún, dejar sus comentarios en la tienda. Nos encantaría verte y tenemos algo especial por su tiempo! (Soleska Market ha prometido una botella de gaseosa por cada comentario devuelto antes de Feb 15th, uno por hogar y uno por visita.)

Estamos aquí y queremos ayudar a mejorar nuestro vecindario.

Gracias,

Luis Gil, Propietario

Ah y una cosa más. El año que viene, estamos pensando en solicitar una licencia para vender cerveza. ¿Qué piensa-gran idea, o mal para el vecindario?

Comentario: Para mi esta bien
sera un mejoramiento
para todos y que viven cerca

Nombre: JOSE Murga

Información de contacto: (si desea mantenerse en contacto): _____





1305 Willow Road-Vista a la calle

Estimado vecino,

Soleska Market esta mejorando. Queremos mejorar nuestra apariencia, reparar nuestro estacionamiento, añadir nuevo paisajismo y añadir mas espacio de almacenamiento en la parte posterior. Que te parece?

Tenemos un plan esquemático en la parte posterior y más detalles pueden encontrarse en www.MenloPark.org

Por favor envíe a nuestro arquitecto, Juan Guillen una nota a juan@toposarchitects.com, o, mejor aún, dejar sus comentarios en la tienda. Nos encantaría verte y tenemos algo especial por su tiempo! (Soleska Market ha prometido una botella de gaseosa por cada comentario devuelto antes de Feb 15th, uno por hogar y uno por visita.)

Estamos aquí y queremos ayudar a mejorar nuestro vecindario.

Gracias,

Luis Gil, Propietario

Ah y una cosa más. El año que viene, estamos pensando en solicitar una licencia para vender cerveza. ¿Qué piensa-gran idea, o mal para el vecindario?

Comentario: M@IA. Hides & Harco!
estabien que LA. AMPLN. es Buena.
Hides. oSta. bien

Nombre: Rodolfo. Guzman

Información de contacto: (si desea mantenerse en contacto): 650.441.6710

TOPOS



ARCHITECTS
TOPOSARCHITECTS.COM



1305 Willow Road-Vista a la calle

Estimado vecino,

Soleska Market esta mejorando. Queremos mejorar nuestra apariencia, reparar nuestro estacionamiento, añadir nuevo paisajismo y añadir mas espacio de almacenamiento en la parte posterior. Que te parece?

Tenemos un plan esquemático en la parte posterior y más detalles pueden encontrarse en www.Menlopark.org

Por favor envíe a nuestro arquitecto, Juan Guillen una nota a juan@toposarchitects.com, o, mejor aún, dejar sus comentarios en la tienda. Nos encantaría verte y tenemos algo especial por su tiempo! (Soleska Market ha prometido una botella de gaseosa por cada comentario devuelto antes de Feb 15th, uno por hogar y uno por visita.)

Estamos aquí y queremos ayudar a mejorar nuestro vecindario.

Gracias,

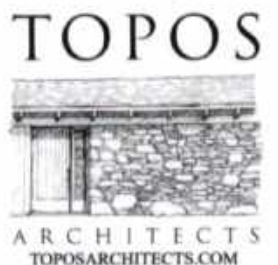
Luis Gil, Propietario

Ah y una cosa más. El año que viene, estamos pensando en solicitar una licencia para vender cerveza. ¿Qué piensa-gran idea, o mal para el vecindario?

Comentario: This is OK Just we
wont candy and Beans and just farm
cereals and TOYS! Thank you!

Nombre: Nataliy and C.C. and Leonel

Información de contacto: (si desea mantenerse en contacto): yes





1305 Willow Road-Vista a la calle

Estimado vecino,

Soleska Market esta mejorando. Queremos mejorar nuestra apariencia, reparar nuestro estacionamiento, añadir nuevo paisajismo y añadir mas espacio de almacenamiento en la parte posterior. Que te parece?

Tenemos un plan esquemático en la parte posterior y más detalles pueden encontrarse en www.Menlopark.org

Por favor envíe a nuestro arquitecto, Juan Guillen una nota a juan@toposarchitects.com, o, mejor aún, dejar sus comentarios en la tienda. Nos encantaría verte y tenemos algo especial por su tiempo! (Soleska Market ha prometido una botella de gaseosa por cada comentario devuelto antes de Feb 15th, uno por hogar y uno por visita.)

Estamos aquí y queremos ayudar a mejorar nuestro vecindario.

Gracias,

Luis Gil, Propietario

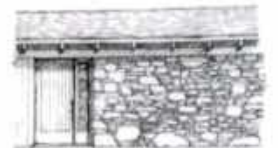
Ah y una cosa más. El año que viene, estamos pensando en solicitar una licencia para vender cerveza. ¿Qué piensa-gran idea, o mal para el vecindario?

Comentario: PIENSO. NEESE. SITA. MAS. PERSON.
AL. BATAJA. UNO. MUCHO. CUANDO.
BUSCA. ALGO. Y NO. AY. A QUIEN. PREGUNTAR.

Nombre: Alga

Información de contacto: (si desea mantenerse en contacto): _____

TOPOS



ARCHITECTS
TOPOSARCHITECTS.COM



1305 Willow Road-Vista a la calle

Estimado vecino,

Soleska Market esta mejorando. Queremos mejorar nuestra apariencia, reparar nuestro estacionamiento, añadir nuevo paisajismo y añadir mas espacio de almacenamiento en la parte posterior. Que te parece?

Tenemos un plan esquemático en la parte posterior y más detalles pueden encontrarse en www.Menlopark.org

Por favor envíe a nuestro arquitecto, Juan Guillen una nota a juan@toposarchitects.com, o, mejor aún, dejar sus comentarios en la tienda. Nos encantaría verte y tenemos algo especial por su tiempo! (Soleska Market ha prometido una botella de gaseosa por cada comentario devuelto antes de Feb 15th, uno por hogar y uno por visita.)

Estamos aquí y queremos ayudar a mejorar nuestro vecindario.

Gracias,

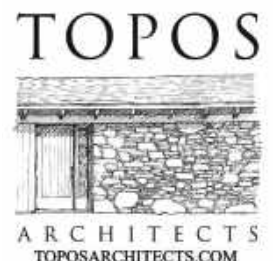
Luis Gil, Propietario

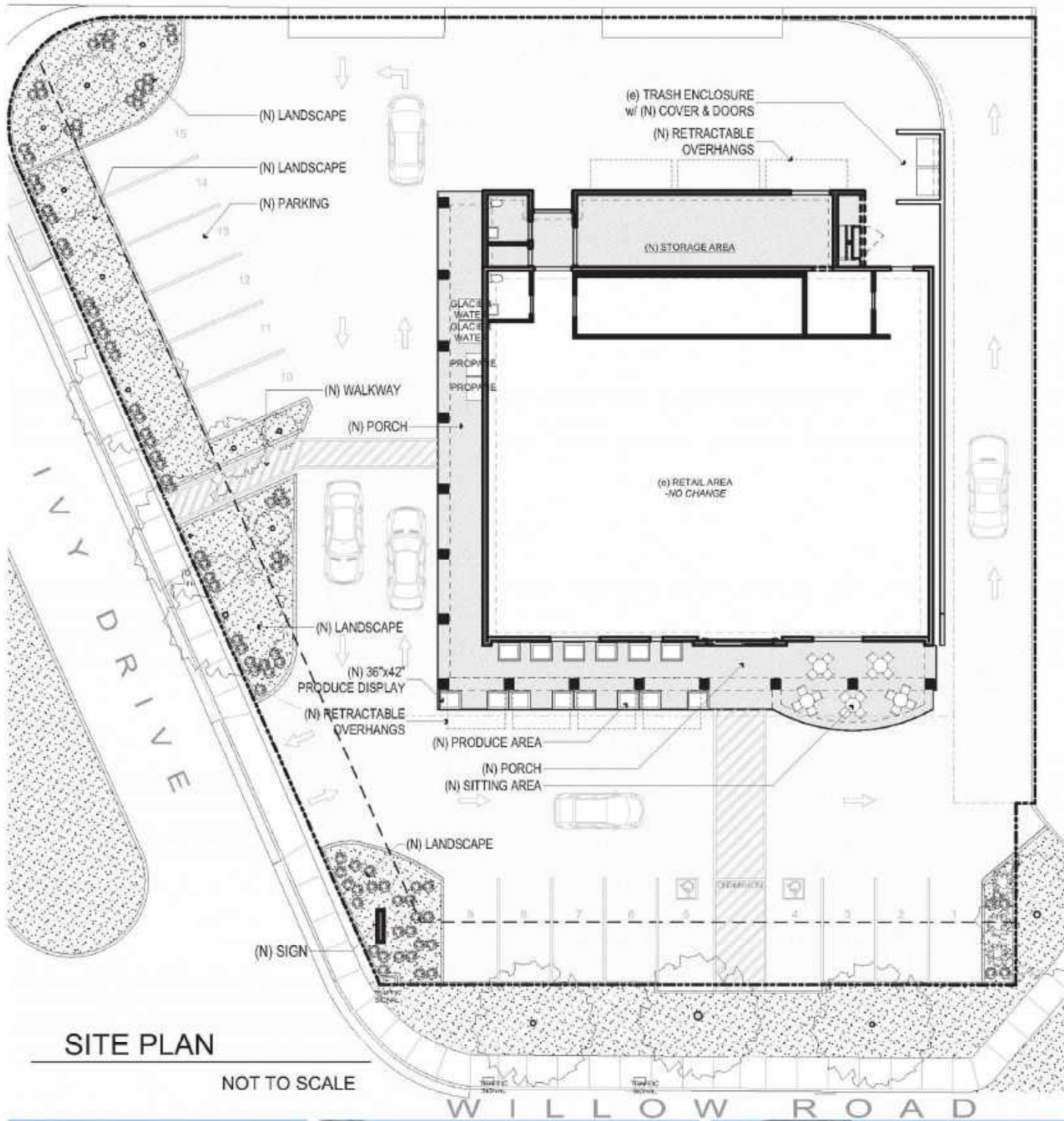
Ah y una cosa más. El año que viene, estamos pensando en solicitar una licencia para vender cerveza. ¿Qué piensa-gran idea, o mal para el vecindario?

Comentario: _____

Nombre: _____

Información de contacto: (si desea mantenerse en contacto): _____





SITE PLAN

NOT TO SCALE





1305 Willow Road-Street view

Dear neighbor and patron,

Soleska Market is improving. We want to upgrade our appearance at the street, fix our parking lot, add new landscaping and add more storage room at the back. What do you think?

A schematic plan is on the back and more detail can be found online at www.menlopark.org...

Please send our architect, Juan Guillen a note at juan@toposarchitects.com, or, better yet, drop off your comments to the store. We'd love to see you and have something special for your efforts! (Soleska Market has promised a free bottle of soda pop for each comment returned before Feb 15th One per household and one per visit.)

We're here to stay and want to help make our neighborhood even better.

Thanks,

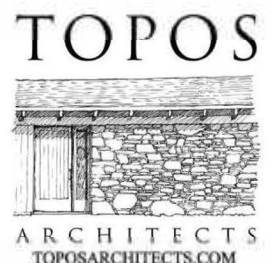
Luis Gil, Proprietor

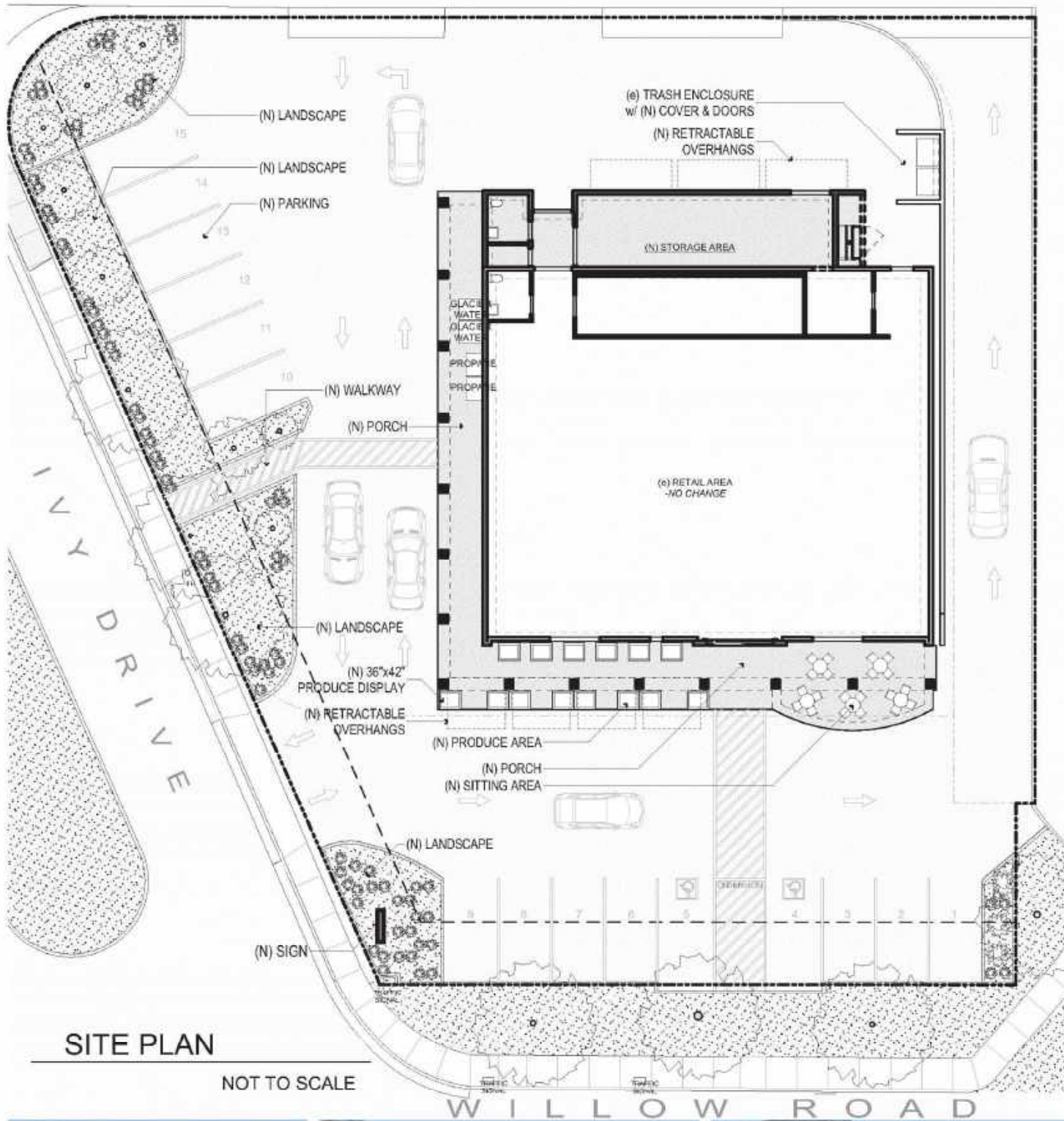
Oh, and one more thing. Next year, we're thinking of applying for a liquor license to sell beer. What do you think-great idea, or bad for the neighbor?

Comments: _____

Name: _____

Contact info: (if you'd like to stay in touch): _____







March 5, 2019

VARIANCE REQUEST:
 SOLESKA MARKET IMPROVEMENTS
 1305 Willow Road
 Menlo Park, CA
 PLN2018-00043

We are requesting a variance from the side yard setback requirements to allow the support post for the proposed front porch to be located (16'-3") from the side property line where twenty feet is normally required.

The following findings can be made to support our request:

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.** As part of the recent development proposal of the neighboring property to the north-east, the right-of-way between our properties is being abandoned and thirteen feet of additional width is being added to our property. This right-of-way abandonment, which is being made completely at the request of the adjacent property owner, creates a hardship peculiar to this property, as the property is now directly adjacent to the neighboring property rather than the public right-of-way. The existing building was constructed in conformance with the required setbacks at the time, and the variance request is only to allow the new front porch to be in alignment with the existing building. We are not seeking to reduce the actual building setbacks. The current code requires a 20' side setback for commercial structures adjacent to residential uses.
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 granting of the variance is necessary for the preservation and enjoyment of substantial property rights by the owner since it allows the new front porch to align with the existing building, which is necessary to preserve the architectural consistency. The front porch is a necessary feature of an open air produce market as it protects the fruit and vegetables from direct weather exposure. Architectural consistency and a covered produce area do not constitute a special privilege not enjoyed by our neighbors.
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 granting of the variance only allows the proposed front porch to remain in alignment with the existing building. The variance will not reduce the space between the existing building with the new front porch and any neighboring structures. The front porch is open by design and thus will have no impact on the adequate supply of light and air to adjacent properties.
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 variance is necessary

654 Gilman Street ♦ Palo Alto, CA 94301
 Phone: 650.327.7573
www.toposarchitects.com

TOPOS



ARCHITECTS

because of the right-of-way abandonment and change to the setback on the adjacent property, which is a situation unique to this property and does not apply to any other property in the same zoning classification.

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 variance is necessary because of the right-of-way abandonment and change to the setback, which is an unusual factor that has only recently been made, and which was not anticipated or discussed during any previous specific plan process. This variance request was not anticipated.

654 Gilman Street ♦ Palo Alto, CA 94301

Phone: 650.327.7573

www.toposarchitects.com



STAFF REPORT

Planning Commission

Meeting Date: 3/11/2019
Staff Report Number: 19-017-PC

Public Hearing: **Planning Commission review for consistency with the General Plan related to the proposed vacation of Public Right-of-Way and Public Utility Easements adjacent to 1345 Willow Road**

Recommendation

Staff recommends that the Planning Commission determine that the proposed vacation of the public right-of-way (frontage road) and public utility easements adjacent to 1345 Willow Road conforms to the General Plan. The draft Planning Commission resolution of conformance with the General Plan is included as Attachment A.

Policy Issues

The City is legally required to go through a multi-step process in order to abandon the right-of-way and public utility easements (PUEs). A determination by the Planning Commission whether the proposed vacation conforms to the General Plan is required. The City Council will consider the Planning Commission's determination prior to taking final action on the request.

Background

On July 18, 2017, the City Council voted to affirm the funding commitment to MidPen Housing for up to \$6.7 million for an affordable multi-family housing project at 1345 Willow Road. The proposed development would include a net increase of 58 affordable units at this location, resulting in a total of 140 units. This property is located on the west side of Willow Road between Hamilton Avenue and Ivy Drive. For the Commission's reference, the proposed project will be reviewed as a study session item for R-4-S zoning compliance at the March 11, 2019 meeting.

On December 14, 2018, MidPen Housing, property owner of 1345 Willow Road, applied for the abandonment and submitted a tentative parcel map. The tentative parcel map depicts the proposed parcel configuration prior to the Parcel Map, which is the official recorded document. The abandonment request includes partial vacation of the frontage road that runs along the Willow Road frontage of the property, a deed transfer of a portion of the frontage road perpendicular to Willow Road, and abandonment of multiple PUEs within their property (Attachment B).

MidPen Housing will be applying for Multifamily Housing Program (MHP) State funding in April 2019. As part of the application, approval of the frontage road abandonment and deed transfer is required to demonstrate that they have site control. To meet the application deadline in April, the approvals are needed in March. If MidPen Housing fails to submit for state funding during this round of applications, they would not be able to submit until 2020.

Analysis

MidPen Housing is requesting that the City abandon a portion of the frontage road on the 1300 block of Willow Road. The area to be vacated parallel to Willow Road is currently used as a drive aisle and parking strip for the existing housing units, and is not necessary for the functionality of existing public sidewalk and streets. The width of the vacation is proposed to be 34 feet, which would provide the project the necessary width to meet parking, emergency vehicle access, and setback requirements. The City would retain 25 feet of the frontage road, and the new right-of-way line would be consistent with the recently completed Sequoia Belle Haven project at 1221 Willow Road, and many of the other properties along Willow Road. Retaining 25 feet of right-of-way will allow the City flexibility for future improvements along Willow Road. Within the portion of the roadway to be vacated, a new 12-foot PUE is being proposed to allow the existing public utilities to remain in place.

The portion of frontage road that runs perpendicular to Willow Road between the properties at 1305 and 1345 Willow Road is also proposed to be abandoned. Staff is in the process of negotiating the deed transfer of this strip of property to the adjacent property owners of 1305 Willow Road (currently leased and occupied by the Soleska Market) and MidPen Housing. The purchase and sales agreements will require City Council approval, and will be brought forward at the March 26, 2019 City Council meeting, together with the Public Hearing for the abandonment.

At its March 11, 2019 meeting, the Planning Commission will be conducting a study session on the proposed residential development at 1345 Willow Road as part of the R-4-S compliance review process. The study session will provide an opportunity for members of the Planning Commission and public to provide feedback on the proposal's compliance with the R-4-S development regulations and design standards. There is no formal action by the Planning Commission on the R-4-S compliance review. Following the study session and review of the comments received, the Community Development Director will make a determination regarding the proposed residential development's compliance with the R-4-S zoning district requirements.

Additionally, at the March 11, 2019 meeting, the Planning Commission will be reviewing a request for a use permit, variance, sign review, and architectural control for the Soleska Market at 1305 Willow Road. The public hearing for the proposed project at 1305 Willow Road will afford the public and Planning Commission the opportunity to weigh in on the proposed modifications to the market. Formal action on the use permit, variance and architectural control requests will be required. The proposed development of both properties has been designed with the intent that the right-of-way and PUEs would be abandoned.

All of the utility companies with an interest in the right-of-way have been notified, and none have objections to the proposed abandonments, subject to certain criteria. Menlo Park Municipal Water (MPMW) operates a 6-inch water main within the area to be vacated. MidPen will be required to relocate all MPMW facilities to the public right-of-way that is not impacted by the abandonment.

Abandonment procedure

The applicable abandonment procedure is a three-step process that first requires that the City Council adopt a Resolution of Intent to abandon the public right-of-way and easements. On January 29th, 2019, the City Council adopted a Resolution of Intention (No. 6480) (Attachment C) to abandon public right-of-way and public utility easements (PUEs) adjacent to the property at 1345 Willow Road, setting the date for a public hearing by City Council (March 12, 2019) and referring the matter to the Planning Commission for a recommendation on General Plan consistency. Because it was not possible to schedule consideration of the abandonment for the Planning Commission on February 25, 2019 as originally planned, it was necessary to reschedule the public hearing for March 26, 2019. Resolution No. 6487 (Attachment D) was adopted by the

City Council on February 26, 2019, rescheduling the dates for the Planning Commission consideration and the public hearing before the City Council.

The Planning Commission should review the abandonment to determine if it is compatible with the City's General Plan, and forward its recommendation to the City Council for approval of the abandonment at the public hearing. Staff will advertise notices of the public hearing in the newspaper and at the project site in accordance with the requirements of the Streets & Highways Code. An affidavit of posting will then be filed with the City Clerk. Should the utility agencies, affected parties, Planning Commission, and City Council consider the abandonment favorably, a Resolution ordering the vacation and abandonment of the public right-of-way and PUEs adjacent to 1345 Willow Road would be recorded.

General Plan Consistency

The Land Use and Circulation Elements of the General Plan do not contain specific goals or policies that directly address the proposed vacation. The proposed vacation does not appear to conflict with General Plan philosophy, which generally promotes orderly development, the maintenance of the City's economic vitality and fiscal health, the protection of people and property from exposure to health and safety hazards, and the minimization of adverse impacts of the development to the City's public facilities and services. Therefore, staff believes the proposal is consistent with the General Plan.

Conclusion

The proposed vacation would not conflict with the General Plan land use and circulation goals and policies. It would not negatively impact other properties and it would benefit the subject site by allowing greater flexibility for redevelopment of the site. A public utility easement would be created over a portion of the area to be vacated, and there have been no objections to the abandonment of the right-of-way. Staff recommends that the Planning Commission find that the proposed right-of-way vacation is consistent with the General Plan.

Impact on City Resources

The fee for staff time to review and process the abandonment for 1345 Willow Road has been waived by the City Council in accordance with provision 19.98.050 (Fee Waivers) of the Affordable Housing Overlay (AHO), and will be considered as part of the City's overall contribution to the MidPen Housing project. The applicant of 1305 Willow Road has paid fees for staff time to review and process the abandonment.

Environmental Review

The proposed street abandonment is Categorically Exempt under Class 5, minor alterations in land use, of the current State of 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.

Attachments

- A. Draft Planning Commission Resolution of General Plan Consistency
- B. Frontage Road Vacation Exhibit
- C. Resolution of Intention (No. 6480) with initial dates for abandonment process
- D. Resolution No. 6487 with updated dates for abandonment process

Report prepared by:
Theresa Avedian, Senior Civil Engineer

Report reviewed by:
Kyle Perata, Acting Principal Planner

DRAFT RESOLUTION NO. _____

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK DETERMINING THAT ABANDONMENT OF PUBLIC RIGHT-OF-WAY AND PUBLIC UTILITY EASEMENTS ADJACENT TO THE PROPERTY AT 1345 WILLOW ROAD IS CONSISTENT WITH THE GENERAL PLAN

WHEREAS, the Planning Commission of the City of Menlo Park has considered the abandonment of Public right-of-way and public utility easements adjacent to the property at 1345 Willow Road as required for the development of a 140-unit, affordable residential development located in the R-4-S (AHO) zoning district; and

WHEREAS, the Planning Commission has held a public meeting on this subject on March 11, 2019, as required by law, having provided public notification by publishing a legal notice in the local newspaper and notification of property owners and occupants within a 300-foot radius of the subject property; and

WHEREAS, the Planning Commission of the City of Menlo Park has determined that said abandonments are consistent with the General Plan in that the right of way to be vacated is not necessary for the functionality of the existing public sidewalk and streets, a public utility easement will be created to allow existing utilities to remain in place, and there have been no objections to the abandonment proposal; and

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Menlo Park hereby recommends that the proposed right-of-way and public utility easements at 1345 Willow Road, as shown in the attached Exhibit, be abandoned as proposed.

I, Mark Muenzer, do hereby certify that the above and foregoing Resolution was duly and regularly passed and adopted by a majority of the total voting members of the Planning Commission of the City of Menlo park at a meeting held by said Commission on the 11th day of March, 2019 by the following votes:

AYES:

NOES:

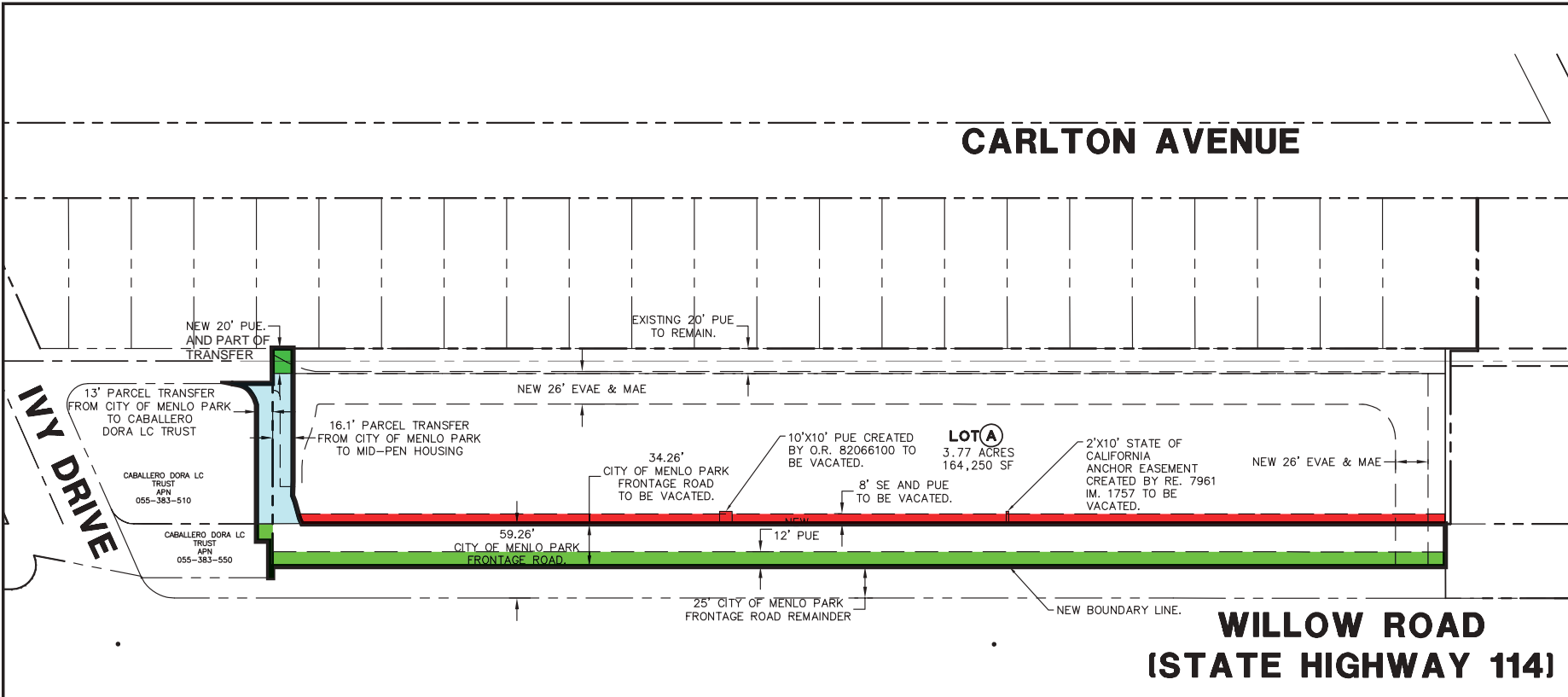
ABSENT:

ABSTAIN:

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

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this _____ day of March, 2019.

Mark Muenzer
Community Development Director
City of Menlo Park

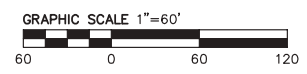


ABBREVIATIONS

- D = DELTA ANGLE
- E = EAST
- EVAE = EMERGENCY VEHICLE ACCESS EASEMENT
- L = LENGTH
- MAE = MAINTENANCE ACCESS EASEMENT
- N = NORTH
- O.R. = OFFICIAL RECORD
- PAE = PUBLIC ACCESS EASEMENT
- PM = PARCEL MAP
- PUE = PUBLIC UTILITY EASEMENT
- R = RADIUS
- R/W = RIGHT-OF-WAY
- ROS = RECORD OF SURVEY
- RTE = ROUTE
- S = SOUTH
- S.E. = SIDEWALK EASEMENT
- W = WEST

LEGEND

- PROJECT PROPERTY LINE
- ADJACENT PROPERTY LINES
- LOT LINES
- CALTRANS RIGHT OF WAY
- STREET CENTER LINE
- EASEMENT LINE
- NEW PUE TO COVER EXISTING MAINS
- EASEMENT TO BE ABANDONED
- FRONTAGE ROAD TO BE VACATED
- FRONTAGE ROAD TO BE TRANSFERRED



B1

Revisions	
No.	

Date: 12.16.18
Scale: 1" = 60'
Design: FCG
Drawn: FCG
Approved: JN
Job No: 20156154

Drawing Number:
EX1

1 OF 1

BKF100+ ENGINEERS · SURVEYORS · PLANNERS
 1730 N. FIRST ST., SUITE 600, SAN JOSE, CA 95112
 TEL: 408-467-9100 FAX: 408-467-9199
 WWW.BKF100.COM

RESOLUTION NO. 6480

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK
DECLARING THE INTENTION OF SAID CITY TO ABANDON PUBLIC
RIGHT-OF-WAY AND PUBLIC ACCESS EASEMENTS ADJACENT TO THE
PROPERTY AT 1345 WILLOW ROAD**

WHEREAS, the City Council of the City of Menlo Park has considered the abandonment of public right-of-way and public utility easements adjacent to the property at 1345 Willow Road as shown in Exhibit A, which is attached and made apart thereto; and

WHEREAS, the Planning Commission is scheduled to review the proposed abandonment for consistency with the City's general plan at its meeting on February 25, 2019; and

WHEREAS, the City Council will hold a public hearing on March 12, 2019 at approximately 7 p.m. as required by law to determine whether said public right-of-way and public utility easements shall be abandoned.

NOW, THEREFORE, BE IT RESOLVED, that a Resolution of Intention of the City Council of the City of Menlo Park does hereby propose the abandonment of public right-of-way and public utility easements adjacent to the property at 1345 Willow Road.

I, Judi A. Herren, City Clerk of Menlo Park, do hereby certify that the above and foregoing City Council resolution was duly and regularly passed and adopted at a meeting by said City Council on the twenty-ninth day of January, 2019 by the following votes:

AYES: Carlton, Combs, Mueller, Nash, Taylor

NOES: None

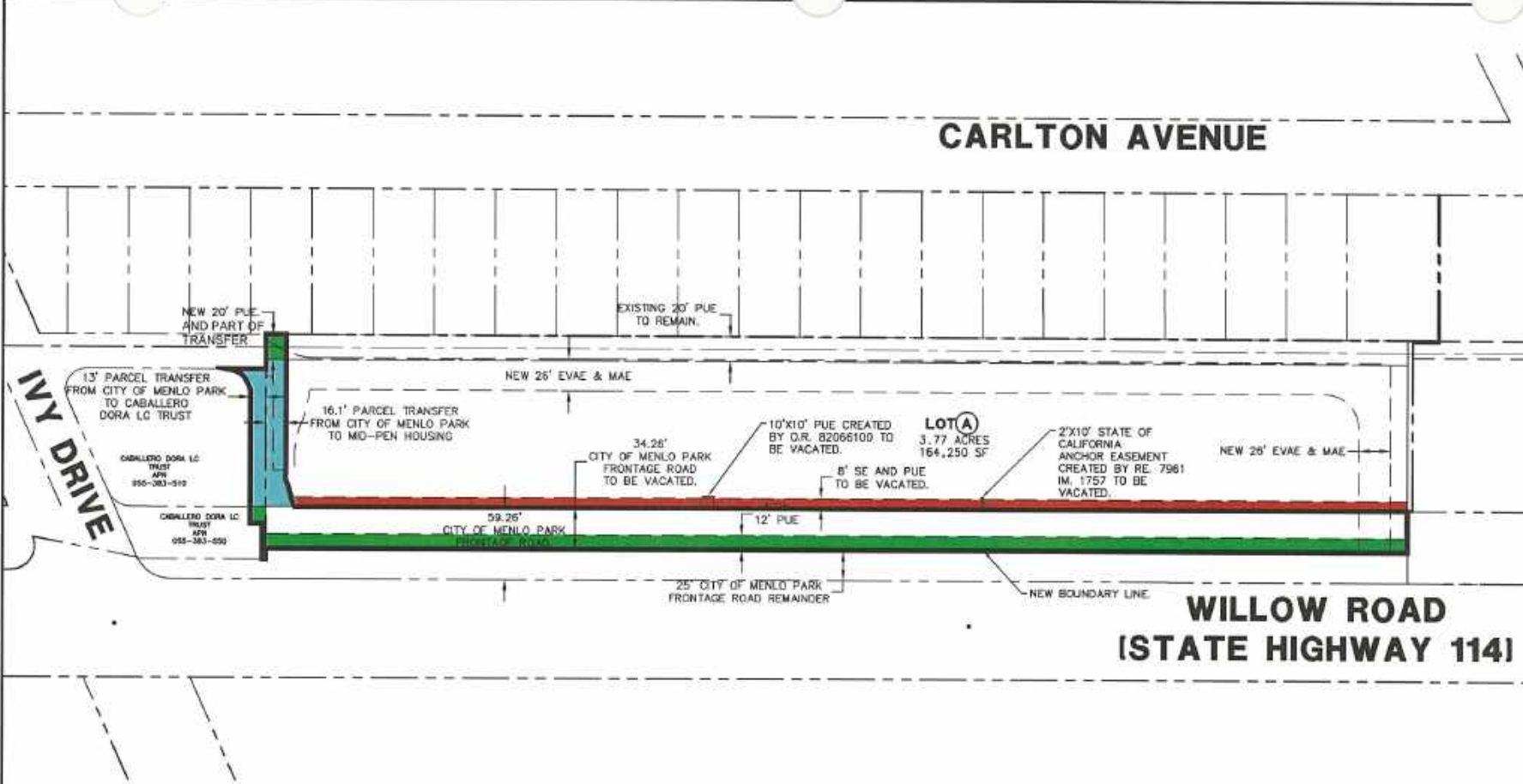
ABSENT: None

ABSTAIN: None

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this twenty-ninth day of January, 2019.



Judi A. Herren, City Clerk



ABBREVIATIONS

- D = DELTA ANGLE
- E = EAST
- EVAE = EMERGENCY VEHICLE ACCESS EASEMENT
- L = LENGTH
- MAE = MAINTENANCE ACCESS EASEMENT
- N = NORTH
- O.R. = OFFICIAL RECORD
- PAE = PUBLIC ACCESS EASEMENT
- PM = PUBLIC MAP
- PUE = PUBLIC UTILITY EASEMENT
- R = RADIUS
- R/W = RIGHT-OF-WAY
- ROS = RECORD OF SURVEY
- RTE = ROUTE
- S = SOUTH
- S.E. = SIDEWALK EASEMENT
- W = WEST

LEGEND

- PROJECT PROPERTY LINE
- ADJACENT PROPERTY LINES
- LOT LINES
- CALTRANS RIGHT OF WAY
- STREET CENTER LINE
- EASEMENT LINE
- NEW PUE TO COVER EXISTING MAINS
- EASEMENT TO BE ABANDONED
- FRONTAGE ROAD TO BE VACATED
- FRONTAGE ROAD TO BE TRANSFERRED



1732 N. FIRST ST.
SUITE 400
SAN JOSE, CA 95112
408-467-9100
408-467-9199 (FAX)

BKF100
YEARS
ENGINEERS · SURVEYORS · PLANNERS

FRONTAGE ROAD VACATION EXHIBIT
GATEWAY FAMILY HOUSING
1345 WILLOW ROAD
SAN MATEO CALIFORNIA
MENLO PARK

No.	Revisions

Date: 12.18.18
Scale: 1" = 60'
Design: FCG
Drawn: FCG
Approved: JH
Job No: 20156154
Drawing Number:
EX1
1 of 1

BKF ENGINEERS, INC. 1732 N. FIRST ST., SUITE 400, SAN JOSE, CA 95112. TEL: 408-467-9100. FAX: 408-467-9199. WWW.BKFENGINEERS.COM

RESOLUTION NO. 6487

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK
AMENDING RESOLUTION NO. 6480 REGARDING THE ABANDONMENT
OF PUBLIC RIGHT-OF-WAY AND PUBLIC UTILITY EASEMENTS
ADJACENT TO THE PROPERTY AT 1345 WILLOW ROAD**

WHEREAS, on January 29, 2019, the City Council of the City of Menlo Park adopted Resolution No. 6480 declaring the intention to abandon public right-of-way and public easements adjacent to the property at 1345 Willow Road and set specific dates for consideration by the Planning Commission and a public hearing before the City Council; and

WHEREAS, it is necessary to reschedule the dates for consideration by the Planning Commission and the public hearing before the City Council

NOW, THEREFORE, BE IT RESOLVED, that Resolution No. 6480 is replaced in its entirety as follows:

WHEREAS, the City Council of the City of Menlo Park has considered the abandonment of Public right-of-way and public utility easements adjacent to the property at 1345 Willow Road as shown in Exhibit A, which is attached and made apart thereto; and

WHEREAS, the Planning Commission is scheduled to review the proposed abandonment for consistency with the City's General Plan at its meeting on March 11, 2019; and

WHEREAS, the City Council will hold a Public Hearing on March 26, 2019 at approximately 7:00 p.m. as required by law to determine whether said public right-of-way and public utility easements shall be abandoned.

NOW, THEREFORE, BE IT RESOLVED, that a Resolution of Intention of the City Council of the City of Menlo Park does hereby propose the abandonment of public right-of-way and public utility easements adjacent to the property at 1345 Willow Road.

I, Judi A. Herren, City Clerk of Menlo Park, do hereby certify that the above and foregoing City Council resolution was duly and regularly passed and adopted at a meeting by said City Council on the twenty-sixth day of February, 2019 by the following votes:

AYES: Carlton, Combs, Mueller, Nash, Taylor

NOES: None

ABSENT: None

ABSTAIN: None

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this twenty-sixth day of February, 2019.



Judi A. Herren, City Clerk



STAFF REPORT

Planning Commission

Meeting Date: 3/11/2019
Staff Report Number: 19-018-PC

Public Hearing: R-4-S Compliance Review/MidPen Housing/1317-1385 Willow Road

Recommendation

Staff recommends that the Planning Commission review and provide feedback for a proposed 140-unit, 100-percent Below Market Rate (BMR) multifamily affordable housing development located at 1317-1385 Willow Road, ranging from three to four stories in height and relative to the development regulations and design standards of the R-4-S (AHO) (High Density Residential, Special – Affordable Housing Overlay) zoning district. The proposal includes application of the Affordable Housing Overlay (AHO), which provides a density bonus for providing on-site affordable housing units and allows modifications to development standards. As part of the proposed development, 20 heritage trees are proposed for removal, which would include Callery pear, Modesto ash, Raywood ash, and white alder trees, and the health of these trees ranges from slight decline to decline.

The City Council has begun the process to abandon a portion of Frontage Road, including the piece that separates 1305 Willow Road and 1345 Willow Road. Should the abandonment be approved, portions of public right-of-way and public utility easements would be acquired by the owners of the subject property. In addition, the project would involve modifications to the site parcels that would include a lot line adjustment and/or a lot merger, which would be administratively reviewed by the City's Public Works Department.

The purpose of this study session is to review the proposed residential development relative to the development regulations and design standards of the R-4-S (AHO) zoning district. The study session provides the Planning Commission and members of the public an opportunity to give feedback on the proposal's compliance with the R-4-S design standards, which are mandatory, and the design guidelines, which serve to encourage features and principles of good design, but are more qualitative in nature and are not mandatory. The Planning Commission's review is advisory only and will be taken into consideration as part of the Community Development Director's determination of whether the proposal is in compliance with the R-4-S development regulations and design standards.

Following the study session, the applicant and staff will take into consideration the comments provided by the Planning Commission and members of the public, and the plans may be adjusted to address comments. Unless there are substantial changes to the architectural design of the building, the plans would not return to the Planning Commission for additional review. The R-4-S compliance determination of the Community Development Director is final and not subject to appeal.

Policy Issues

The proposed project is a 100-percent below market rate (BMR) project located in the R-4-S (AHO) zoning district. This zoning district was created through the City’s Housing Element update to encourage the development of affordable housing within the City. The proposed project involves a study session, allowing the Planning Commission and members of the public to provide comments on the overall project to staff and the applicant. While the Planning Commission does not take action on this project, the applicant and staff will take into consideration the comments provided by the Planning Commission and members of the public, and the plans may be adjusted to address comments. The Community Development Director’s final decision on the application will be based on compliance with the R-4-S (AHO) zoning district. Unless there are substantial changes to the architectural design of the building, the plans would not return to the Planning Commission for additional review. The R-4-S compliance determination of the Community Development Director is final and not subject to appeal.

During the building permit stage, minor design and/or material changes are often requested to accommodate building code requirements, changes in market demand, availability of materials, and/or preference. Unless the changes comprehensively modify the scale or look of the proposal, the changes would be reviewed at a staff level only and would not return to the Planning Commission.

Background

Site location

The subject property is located at 1317-1385 Willow Road (commonly referred to as 1345 Willow Road) in the Belle Haven neighborhood, and it currently consists of 82 affordable housing units. Using Willow Road in a north-south orientation, the subject property is located midblock between Ivy Drive and Hamilton Avenue on the west side of Willow Road. A location map is included as Attachment A.

The subject property, owned by MidPen Housing, is located in the R-4-S (AHO) zoning district. The surrounding zoning and land uses are summarized in the table below.

Location/ Direction	Zoning	Existing Land Uses
Project Site	High Density Residential, Special – Affordable Housing Overlay (R-4-S – AHO)	MidPen Property – 82 Affordable Housing Units
North	Neighborhood Commercial District, Special (C-2-S)	Chevron Gas Station, Convenience Store, and Car Wash
East*	Residential Mixed Use – Bonus (R-MU-B); Life Sciences – Bonus (LS-B)	Offices; Research and Development; Mid-Peninsula High School
South	Neighborhood Mixed Use District, Restrictive (C-2-B)	Soleska Market
West	Single Family Urban Residential District (R-1-U)	Small lot single family residences

*Properties to the east are located across Willow Road from the subject site.

MidPen Housing is a nonprofit organization that works closely with jurisdictions across Northern California in the development and management of affordable housing. MidPen Housing will be applying for Multifamily Housing Program (MHP) State funding in April 2019. As part of the application, MidPen has

indicated that approval of the R-4-S Compliance, through the Community Development Director, is required to demonstrate that they have site control. To meet the application deadline in April, the approval for this component, along with other project components, would be needed in March. If MidPen Housing fails to submit proof of approval to the State during this round of applications, they would not be able to submit until 2020.

History of the R-4-S zoning district and AHO overlay

On May 21, 2013, the City Council adopted the Housing Element of the City's General Plan for the planning period between 2007 and 2014. To implement the Housing Element and create housing opportunities for all income levels, the City Council also adopted a new residential zoning district called R-4-S (High Density Residential – Special) and a new overlay zoning designation called the Affordable Housing Overlay (AHO). The subject site is one of four sites in the City rezoned with the R-4-S zoning designation and one of three R-4-S sites zoned with the AHO designation.

The R-4-S zoning district includes development regulations as well as required design standards specific to the zoning district. Multiple family dwelling units are permitted uses and not subject to discretionary review if all of the development regulations and design standards are met. Instead, the project is reviewed for compliance with a determination made by the Community Development Director. As indicated previously, the purpose of the March 11, 2019 study session is to provide the Planning Commission and members of the public a forum to provide input prior to the compliance determination.

The Planning Commission has previously conducted four study sessions for new residential developments located within the R-4-S zoning district. These projects, which include two on Haven Avenue, one on Hamilton Avenue, and one on the 1200 block of Willow Road, have all been completed. The proposal before the Planning Commission, however, is the second in the City to utilize the AHO provisions, which were established to further encourage the development of affordable residential units in exchange for density beyond what would be allowed under the applicable zoning district. The AHO overlay provides additional incentives, such as higher allowable density, higher allowable gross floor area, lower parking ratios, and fee waivers to encourage the application of the AHO to affordable housing development projects. The project along the 1200 block of Willow Road, which is owned and operated by MidPen Housing, was the first project in the R-4-S district to utilize some of the AHO provisions offered within the overlay zone.

The proposed project is utilizing the AHO to allow for exceedances in the maximum density allowable (from 30 dwelling units per acre [du/ac] to the proposed 37.2 du/ac), the maximum floor area ratio (from 90 percent to the proposed 102 percent), and the maximum building height (from 40 feet to the proposed 54.3 feet). Through the AHO, the proposed project is also seeking vehicular and bicycle parking totals that would be below the minimum allowable, and this includes a lessening of the required parking from 247 parking spaces (at rates of 1.5 spaces per one-bedroom unit and two spaces per units with two bedrooms or more) to the proposed 177 spaces (at rates of one space per one-bedroom unit and 1.5 spaces per units with two bedrooms or more). Lastly, concerning bicycle parking, the proposed project is seeking to reduce the required amount from 140 long-term bicycle parking spaces (at a rate of one space per unit) to 70 bicycle parking spaces (at a rate of 0.5 spaces per unit).

Analysis

Project description

The proposed project, as depicted in the plans in Attachment B, would be comprised of a 140-unit, 100-percent Below Market Rate (BMR) multifamily affordable housing complex consisting of 66 one-bedroom, 50 two-bedroom, and 24 three-bedroom units, along with a variety of common open and indoor spaces, which would include a community room with a landscaped courtyard, an exercise room, a teen room, an after-school program space, two large laundry rooms, and a variety of smaller outdoor spaces. All units would feature a full kitchen, with an open layout between kitchen, dining, and living areas, and a private deck. The proposed development would result in a net increase of 58 affordable dwelling units to the City's housing stock. Below is a summary of the mix of unit types and the anticipated range of square footages.

Unit Type Summary		
Number of Bedrooms	Number of Units	Square Footage Range (per unit)
One Bedrooms	66	527-696 square feet
Two Bedrooms	50	786-944 square feet
Three Bedrooms	24	1,107-1,190 square feet

Additional development standard details are available in the Data Sheet (Attachment C) and the R-4-S Compliance Review Checklist (Attachment D). The applicant has provided a project description letter, outlining their proposal in more detail (Attachment E). The existing development, consisting of 82 affordable housing units, would be demolished, and all of the residents would be temporarily relocated off-site and rehoused on site upon completion of the proposed project. The applicant has outlined a draft relocation plan to assist the existing tenants (Attachment F).

To facilitate the proposed development, the applicant is seeking the following items from the City. The various components are needed to make MidPen's project feasible and are undergoing separate, but concurrent review processes.

- R-4-S compliance determination from the Community Development Director following a study session by the Planning Commission on March 11, 2019. The Community Development Director's decision is final.
- Abandonment of public right-of-way and public utility easements along Willow Road to address current circulation and access challenges. The vacation width is proposed to be 34 feet, which would provide the proposed project the necessary width to meet parking, emergency vehicle access and setback requirements. The City would retain 25 feet of the frontage road, and the new right-of-way line would be consistent with the recently completed Sequoia Belle Haven project at 1221 Willow Road, and many of the other properties along Willow Road. Retaining 25 feet of right-of-way will allow the City flexibility for future improvements along Willow Road. Within the portion of the roadway to be vacated, a new 12-foot public utility easement is being proposed to allow the existing public utilities to remain in place. In addition, a portion of the frontage road running perpendicular to Willow Road and between the properties at 1305 and 1345 Willow Road is also proposed to be abandoned. The abandonment

procedure is a three-step process that first requires the following:

- Notification of intent to abandon the right-of-way and public utility easements by the City Council,
- Review by the Planning Commission for General Plan consistency, and
- Adoption of a resolution to abandon the right-of-way and public utility easements by the City Council.

The City Council adopted a resolution of intent to abandon the right-of-way and PUEs at its January 29, 2019 meeting. The Planning Commission is reviewing the proposed abandonments and providing a recommendation to the City Council on its General Plan consistency as a separate item at the March 11, 2019 Planning Commission meeting.

- Heritage tree removal permits for the removal of 20 heritage trees due to health, site constraints for placement of the proposed building, and long-term issues with tree lifespan and growth rate.
- Funding commitment from the City of Menlo Park of up to \$6.7 million from the Below Market Rate Housing Fund. By consensus, the City Council affirmed a funding commitment with MidPen Housing at the July 18, 2017 meeting for the project. The agreement is anticipated to be finalized at the City Council meeting of March 26, 2019.

Site layout and design

The site is very long and shallow, which influences the orientation of the proposed building. The building program would be broken into three volumes—a center three-story volume closer to Willow Road and two four-story wings set back about two and four feet from the front of the center volume. The building's modulation would reduce the long corridor effect and would also reduce the perceived width of the building from the street. All units would be accessed from interior hallways and are arranged from double loaded interior corridors. All units would have a full kitchen, with an open layout between kitchen, dining, and living areas, and a private deck facing either Willow Road or the rear property line.

The three-story center portion of the building would be set back approximately 71 feet from the adjacent single-family residential uses to the rear of the site and set back approximately 15 feet from the proposed new property line along Willow Road. The closest portion of the building to the rear property line, a two-story community center, would be 51 feet from the rear property line. The four-story portions of the building would be approximately 61 feet, three inches tall in height, inclusive of an 11-foot stair tower and otherwise 54 feet, three inches to the fourth story parapet. This building height would reduce to 41 feet, five inches for the three-story portions of the building to the third story parapet. Shadow studies were provided with the plan set on sheets A1.04 and A1.05. The height, massing, and location of the structures suggest that shadows on the residential properties located to the rear would be limited due to the development being set closer to the street, apart from the mornings during the winter months when the development could cast a shadow on the neighboring residences, primarily along Carlton Avenue beyond the rear of the subject property. That shadow impact would be limited to the mornings during the middle of winter.

Architecturally, the buildings present a simple and modern motif that would incorporate a coherent mixture of colors and materials while providing a variety of forms and syncopated rhythm. All components of the building would be modular, primarily consisting of rectangular units. The massing along Willow Road

would be broken up by a variety of modulated forms along the first, second, and third floors, in accordance with the R-4-S design standards. The proposed major modulations are proposed to occur in more frequency than is required per the R-4-S design standards, which would provide additional visual change and further break up the massing, especially along the front façade. All units would have a deck, but on the front façade along Willow Road the decks would extend an additional two feet from the primary building façade to further enhance visual transitions. The proposed fourth floor features uncovered decks to visually step the building massing back from the lower floors.

For the central three-story façade, orange-brown (English cherry) trespa laminated panels are proposed to be the predominant colors of the façade, along with a reveal panel that would be a deep warm grey. Overall, this stronger orange-brown coloration would add a vibrant transition from the more predominantly grey four-story wings. Primary façade areas along the three-story part of the building and deck areas would be made of fiber cement and painted brown to complement the trespa, and the proposed deck areas would feature a black metal railing.

For the two four-story wings, the primary façade material would be cementitious lap siding, painted in alternating shades of light warm-grey and cream, and a deep warm grey hardie-reveal panel rainscreen is proposed for the modulations from the primary façade. Decks are proposed to feature a wooden railing for a more subtle accent along these primary façades.

The proposed windows would be bronze vinyl with some windows containing muntins on each of the units, and dark bronze anodized aluminum is proposed at lobby areas between the three-story and four-story areas of the building. Windows would be recessed from the face of the stucco wall or siding two inches, as required in the R-4-S standards.

The color scheme is based on variations of grey, brown, yellow, and white. Colors and materials are proposed to be used throughout the façade to demonstrate vertical or horizontal proportion and to generally achieve deliberate but not harsh contrast.

Parking and circulation

Vehicular access to the site would be along a driveway proposed from Willow Road near the northern side property line adjacent to 1399 Willow Road, and, for emergency access purposes, via the remainder of Frontage Road accessed from Ivy Drive, to the south. The site's internal circulation and parking would surround the property on the northern side near 1399 Willow Road, and along the rear of the property. The majority of the proposed parking would be located to the rear of the proposed building along the single-family residential properties to better provide emergency vehicle access and separate the building mass from the neighboring single-family properties to the west. Resident parking would be located within a secure gated area with access for residents from the north and south sides of the site.

Guest parking would not be gated, but sliding vehicle gates would be provided at each access point for the residential parking. The gates would be located a short distance from Willow Road and Ivy Drive. The proposal includes a total of 31 guest parking spaces, 29 standard and two accessible spaces, located outside of the secured parking area, accessible from the proposed driveway on Willow Road. Pedestrian access would be provided through the main entrance facing the guest parking along the northern side of

the building. There would also be pedestrian access, via gates, at the southeast corner of the property on Willow Road. Eight short-term bicycle parking spaces are proposed to be located outside of the secured area, near the main entrance, and six short-term bicycle parking spaces would be located within the secured area, for a total of the required 14 spaces. The proposal includes 79 long-term parking bicycle spaces, which would be located in a separate secured room near the rear lobby of the building.

Guests arriving by car would access the building by walking to the main entrance, which faces the guest parking area. This entrance is proposed to be accessible for pedestrians or public transit users off the Willow Road sidewalk. However, sidewalk improvements are currently only available toward the property boundary with the 1399 Willow Road property. No public sidewalk currently exists along the site's frontage with Willow Road, but public sidewalk improvements are envisioned in conjunction with the proposed project.

As identified on Sheet A1.03 of the project plans, a total of 177 parking spaces are proposed, which would meet the R-4-S (AHO) parking requirement of 1 space per one-bedroom unit (66) and 1.5 spaces per two- and three-bedroom unit (111). For the electric vehicle (EV) parking requirement, based on the fact that the proposed project would be 100 percent affordable, the required EV parking would be ten percent of the total number of dwelling units, or 14 spaces. The proposed project would comply with this requirement by providing 14 EV spaces. All parking spaces are proposed to be uncovered and located at-grade in the parking lot.

Open space, common areas, and landscaping

Open space requirements are proposed to be met through a combination of private decks and community open space. All of the units are intended to have private decks/balconies sized to meet the R-4-S private open space requirement, which requires a minimum of 80 square feet and minimum dimensions of six feet by six feet per design standard 7(a)(1). However, adjustments to the decks are needed to comply with the modulation requirements for the proposed development. In particular, although some decks are proposed to be less than 80 square feet, the average deck size is proposed at 83 square feet in size, which exceeds the minimum requirement of 80 square feet overall. The site layout includes a primary common open space within a courtyard, located behind the rear of the building. This space is approximately 135 feet wide by 72 feet deep, comprising approximately 9,643 square feet and containing a mixture of landscape and hardscape elements.

Landscaping, including sidewalks and similar paving, accounts for approximately 33 percent of the site area, exceeding the minimum R-4-S requirement of 25 percent. Most of the proposed landscaped area would be located around the perimeter of the proposed building, but the large community open space areas between the rear of the building and the resident parking spaces would provide the majority of the open space on site.

The proposed landscape plan shows new street trees, in addition to several existing heritage trees, along Willow Road, as well as enhanced landscaping surrounding the rear of the building. As the applicant has stated in their project description letter, due to parking and emergency vehicle access requirements and the location of a 20-foot public utility easement along the entire rear of the property, the proposed project does not fully meet design standard 1(1c), the R-4-S requirement to provide at least one 15-gallon tree per

40 feet of property frontage not along a public right-of-way. The applicant has proposed to plant trees near the rear of the building inset from the parking lot to accommodate this requirement. The applicant has also stated that MidPen has worked closely with the residents living in the properties neighboring the rear property line along Carlton Avenue to establish the building heights and distances from the rear of the property, and has offered to plant trees in these neighbors' yards due to the limitations of planting trees closer to the property edge in this portion of the site. Given the site constraints and in evaluating the applicant's proposed site planting plan, staff believes the proposed project would meet the intent of the aforementioned R-4-S design standard.

To discourage graffiti, the applicant is proposing a greater amount of fenestration along simpler wall areas, along with field painting for the entire building, which is easier for cleaning and concealing vandalism. The proposed project would also involve a variety of plantings of varying depth and size to discourage trespassing. The exact location, size, and species of the plantings and street trees would be coordinated between the City and the applicant, who will be completing the work. A planting plan and plant list is provided on sheet L2.01, but the specific quantities, size, and species have not yet been finalized, and the landscape plan showing the placement of the trees and plants is also evolving. Staff will ensure that the landscape plan complies with all R-4-S standards, including the minimum number of trees along the perimeter of the property and a variety of landscaping to enhance the site.

Heritage trees

The applicant has submitted an arborist report (Attachment G) detailing the species, size, and conditions of the heritage and non-heritage trees on site. The report analyzes the potential 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.

The applicant is requesting to remove 20 of the 21 heritage trees on the subject site. The health of these trees ranges from slight decline to decline (according to the project arborist) and the heritage trees comprise 12 Raywood ash trees, five white alder trees, two Callery pear trees, and one Modesto ash tree. One heritage California black walnut tree is proposed to be preserved. The applicant is also proposing to remove 27 non-heritage trees, which include 11 Raywood ash trees, six Callery pear trees, three Japanese flowering cherry trees, three purpleleaf plum trees, one African sumac tree, one coast live oak tree, one London plane tree, and one pear tree. Despite the onsite constraints dealing with public utility easements, the applicant has worked closely with the City Arborist to provide adequate tree replanting measures, providing 123 replacement trees on site (at a ratio of just over 6:1), in addition to preserving the one heritage California black walnut tree, and 13 non-heritage trees (11 London plane and two Raywood ash trees). Two additional heritage coast redwood trees, which are not located on site, are also proposed to remain.

Correspondence

Staff has not received any letters from the public regarding this project. However, as described in the project description letter, MidPen Housing has conducted several meetings with residents living on site and in the neighborhood as part of their outreach for this project.

Conclusion

Based on staff's initial review of the plans, the proposed development generally complies with the R-4-S requirements subject to final review of the project data. The proposed project would implement the Housing Element, by incorporating several AHO incentives to meet the intent of the R-4-S zoning district and the AHO. While the proposed limited tree planting along the rear of the property (Design Standard 1(1c)) does not directly meet the letter of the R-4-S zoning district, staff finds that the proposed project has been carefully designed and meets the intent of the standard.

Following the Planning Commission's study session on the proposed development, the Community Development Director and the applicant will take the comments into consideration and make changes, if appropriate. Following a final review of an updated and coordinated plan set, it is the intent of the Community Development Director to issue the compliance review letter. The decision of the Community Development Director will be final. The proposed public right-of-way and public utility easement abandonments, along with the ongoing funding commitment for the project from the City, will be acted upon by the City Council.

Impact on City Resources

As part of the AHO density bonus incentives, the project sponsor is waived of the requirement to pay any Planning, Building, and Public Works permit fees, which are 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 proposed project was analyzed in the Housing Element Update, General Plan Consistency Update, and Zoning Ordinance Amendments Environmental Assessment, certified by the City Council on May 21, 2013. Because the compliance review process is a non-discretionary process, ministerial items, such as the R-4-S compliance review, are exempt from the requirements of the California Environmental Quality Act (CEQA).

Public Notice

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

Attachments

- A. Location Map
- B. Project Plans
- C. Data Sheet
- D. R-4-S Compliance Review Checklist
- E. Project Description Letter

- F. Draft Tenant Relocation Plan
- G. Arborist Report

Disclaimer

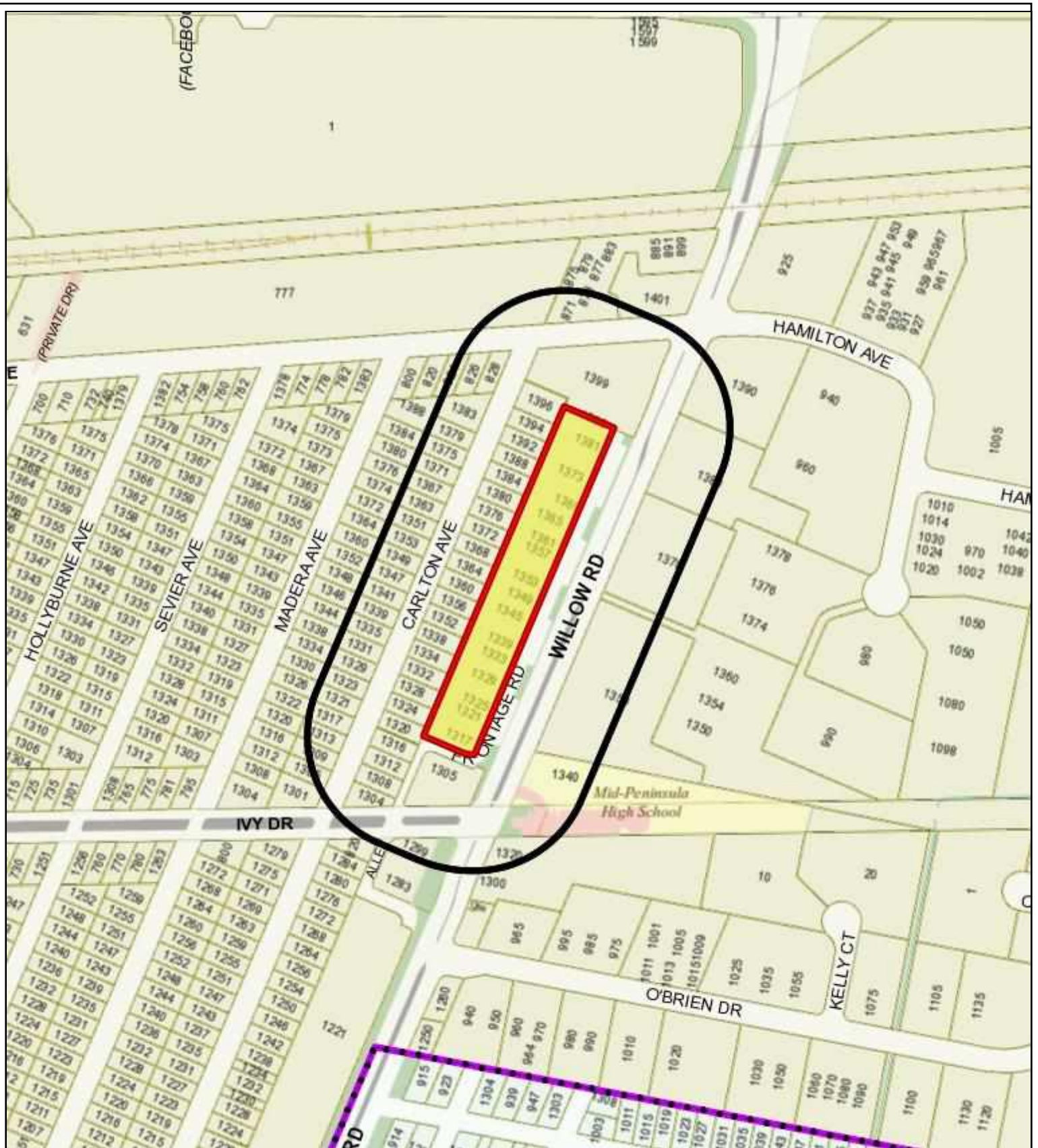
Attached are reduced versions of maps and diagrams submitted by the applicants. The accuracy of the information in these drawings is the responsibility of the applicants, and verification of the accuracy by City Staff is not always possible. The original full-scale maps, drawings, and exhibits are available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

Exhibits to Be Provided at Meeting

Color and Materials Board

Report prepared by:
Matt Pruter, Associate Planner

Report reviewed by:
Kyle Perata, Acting Principal Planner



City of Menlo Park
 Location Map
 1345 Willow Road



ATTACHMENT B



GATEWAY FAMILY HOUSING

MIDPEN HOUSING
1345 WILLOW ROAD
MENLO PARK, CA

ZONING COMPLIANCE RESUBMITTAL

FEBRUARY 25, 2019

SHEET INDEX - ZONING COMPLIANCE RESUBMITTAL

SHEET NO.	SHEET CONTENTS
GENERAL	
G0.01	SHEET INDEX
G0.02	PROJECT INFO
G0.03	PERSPECTIVES
G0.04	EXISTING SITE PLAN AND PROPOSED BUILDING FOOTPRINT
G0.05	EXISTING SITE PHOTOS
SURVEY	
TM-1	VESTING TENTATIVE MAP
ARCHITECTURAL	
A1.01	SITE BOUNDARY DIAGRAM
A1.02	STREET SCAPE ELEVATION AND PLAN
A1.03	PARKING PLAN
A1.04	SHADOW STUDY - FEB/APR
A1.05	SHADOW STUDY - OCT/DEC
A1.06	MODULATION EXHIBIT
A1.07	GROSS BUILDING CALCULATIONS
A1.08	GROSS BLDG. COVERAGE & LANDSCAPE AREA CALCULATIONS
A1.09	OPEN SPACE CALCULATIONS
A2.00	OVERALL FLOOR PLANS
A2.01a	LEVEL 01 - FLOOR PLAN - A
A2.01b	LEVEL 01 - FLOOR PLAN - B
A2.01c	LEVEL 01 - FLOOR PLAN - C
A2.02a	LEVEL 02 - FLOOR PLAN - A
A2.02b	LEVEL 02 - FLOOR PLAN - B
A2.02c	LEVEL 02 - FLOOR PLAN - C
A2.03a	LEVEL 03 - FLOOR PLAN - A
A2.03b	LEVEL 03 - FLOOR PLAN - B
A2.03c	LEVEL 03 - FLOOR PLAN - C
A2.04a	LEVEL 04 - FLOOR PLAN - A
A2.04b	LEVEL 04 - FLOOR PLAN - B
A2.04c	LEVEL 04 - FLOOR PLAN - C
A2.05a	ROOF PLAN - A
A2.05b	ROOF PLAN - B
A2.05c	ROOF PLAN - C
A3.00	OVERALL BUILDING ELEVATIONS
A3.01	BUILDING ELEVATIONS
A3.02a	BUILDING ELEVATIONS
A3.02b	BUILDING ELEVATIONS
A3.02c	BUILDING ELEVATIONS
A3.10	BUILDING SECTIONS
A3.11	BUILDING SECTIONS
A6.01	UNIT PLANS
A6.02	UNIT PLANS
A6.03	UNIT PLANS
A6.01	TYPICAL DETAILS
LANDSCAPE	
L0.01	TREE MITIGATION PLAN
L1.01	SCHEMATIC LANDSCAPE PLAN
L1.02	SCHEMATIC LANDSCAPE ENLARGEMENTS
L1.03	PERSPECTIVE VIEWS
L1.04	SCHEMATIC SECTIONS
L1.05	SCHEMATIC SECTIONS
L2.01	PLANTING PLAN AND PLANT LIST
L2.02	PRELIMINARY HYDROZONE & IRRIGATION DIAGRAM
L3.01	PLANT PALETTE - TREES
L3.02	PLANT PALETTE - UNDERSTORY
L3.03	PLANT PALETTE - UNDERSTORY - VINES
L3.04	PLANT PALETTE - BIORETENTION

SHEET NO.	SHEET CONTENTS
CIVIL	
C1.01	BOUNDARY AND TOPOGRAPHIC SURVEY
C1.02	BOUNDARY AND TOPOGRAPHIC SURVEY
C2.01	DEMOLITION PLAN
C2.02	DEMOLITION PLAN
C3.01	PRELIMINARY SITE PLAN
C3.02	PRELIMINARY FIRE ACCESS PLAN
C3.03	PRELIMINARY FIRE ACCESS PLAN
C3.04	PRELIMINARY FIRE ACCESS PLAN
C3.05	PRELIMINARY FIRE ACCESS PLAN
CA.01	PRELIMINARY GRADING PLAN
CA.02	PRELIMINARY GRADING PLAN
CA.03	AVERAGE GRADE
CS.01	PRELIMINARY STORMWATER PLAN
CS.02	PRELIMINARY UTILITY PLAN
CS.03	PRELIMINARY UTILITY PLAN
CS.04	CONSTRUCTION DETAILS
CS.05	CONSTRUCTION DETAILS
DRY UTILITIES	
INT1	JOINT TRENCH INTENT TITLE SHEET
INT2	JOINT TRENCH INTENT
INT3	JOINT TRENCH INTENT
INT4	JOINT TRENCH INTENT
ELECTRICAL	
E1.00	SITE LIGHTING
E1.01	SITE PHOTO METRICS
E1.02	SITE POWER
LIGHTING	
LP.00A	FIRST FLOOR LIGHTING PLAN
LP.00B	FIRST FLOOR LIGHTING PLAN
LP.00C	FIRST FLOOR LIGHTING PLAN

PROJECT TEAM

OWNER
MIDPEN HOUSING CORP.
202 VINTAGE PARK DRIVE, SUITE 200
FOSTER CITY, CA 94404
650.356.9598
CONTACT: NESREEN KAWAR, LILLIAN LEIV-HALLER, NOEMI PAEZ

ARCHITECT
MITHUN | SOLOMON
660 MARKET STREET, SUITE 300
SAN FRANCISCO, CA 94104
415.956.0688
CONTACT: KRISTEN BELT, EMMA O'CONNOR-BROOKS
KRISTENBELT@MITHUN.COM

LANDSCAPE ARCHITECT
MITHUN | SOLOMON
660 MARKET STREET, SUITE 300
SAN FRANCISCO, CA 94104
415.956.0688
CONTACT: TIM MOLLETTE-
PARKS, MARIANA URGO

OWNER'S REPRESENTATIVE
CONSTRUCTION MANAGEMENT
SERVICES
831.207.2672
CONTACT: JOHN CUIERO
JCUIERO@CMSRVS.COM

SURVEYOR
BKF ENGINEERS
255 SHORELINE DRIVE
REDWOOD CITY, CA 94065
408.467.9100
CONTACT: COLE GAUMINIZ
CGAUMINIZ@BKF.COM

INTERIOR DESIGN
MITHUN | SOLOMON
660 MARKET STREET, SUITE 300
SAN FRANCISCO, CA 94104
415.956.0688
CONTACT: ANNIE RUMMELHOFF
CGAUMINIZ@BKF.COM

CIVIL ENGINEER
BKF ENGINEERS
255 SHORELINE DRIVE
REDWOOD CITY, CA 94065
408.467.9100
CONTACT: COLE GAUMINIZ

STRUCTURAL ENGINEER
DCI ENGINEERS
190 WEST MAIN
MILPITAS, CA 95027
408.121.7315
CONTACT: TROY BEAN, AARON MILLER

MEP ENGINEER
EIERBLUD CITY ENGINEERS, INC.
6505 214TH STREET SW, SUITE 200
MOUNTLAKE TERRACE, WA 98043
425.741.1200
CONTACT: JOHN D. TOMAN
(MECH/P/LUMBING), ADAM FRENCH
(ELEC)

VICINITY MAP



BUILDING DEPARTMENT NOTES

DEMOLITION: Demolition of 17 existing buildings containing 82 units and one community room required

CONSTRUCTION TYPE: Type V-A, sprinklered

OCCUPANCY GROUPS: Predominantly R-2, with a small amount of A-3, B, & S-2 occupancies

OCCUPANCY SEPARATIONS: R-2: B-1.1 hr
R-2: S-2.1 hr
R-2: A-3.1 hr
S-2: A-3.1 hr
A-3: B-1.1 hr

BUILDING HEIGHT: Allowable/Required: 60' max (w/ area increase) per CBC Table 504.3 3 & 4 stories
3 & 4 stories

ALLOWABLE AREA: 41,601 SF per floor
83,203 SF total per bldg
max w/ area separation
78,765 SF
max w/ area separation

AREA INCREASE CALCULATION: $(36,000 + (12,000 \times 0.467)) \times 2 = 83,203$ SF

EGRESS: Egress plans to be submitted with Building Permit Set

RESCUE WINDOWS: Provided to all sleeping rooms

ACCESSIBILITY: 100% of the units are adaptable and comply with 2016 CBC Chapter 11A. 10% of the units (14 total) have added mobility features per 2010 ADA and FHA guidelines 4% of the units (6 total) have added communication features per 2010 ADA and FHA guidelines
Units with mobility features (14 required):
*Please reference sheets A2.01-A2.04 for locations; units marked with graphic ADA symbol
1BR (7 required): 111, 201, 209, 229, 309, 327, 407
2BR (6 required): 123, 228, 321, 326, 412
3BR (2 required): 104, 301
Units with communication features (6 required):
*Please reference sheets A2.01-A2.04 for locations; units marked with "WH"
1BR (3 required): 125, 223, 323
2BR (2 required): 230, 401
3BR (1 required): 202

PROJECT SUMMARY

140 units of affordable family housing and associated common spaces, with on-grade parking and open space

PROJECT ADDRESS

1345 WILLOW ROAD
MENLO PARK, CA
94025

PARCEL INFORMATION

APN: 065-383-560

LEGAL DESCRIPTION

SEE SURVEY DRAWING FOR DETAILS

ZONING INFORMATION

ZONE CLASSIFICATION: R-4-S high density residential

EASEMENTS:

20' P.U.E. along western edge of site (rear yard), 12' P.U.E. along eastern edge of property boundary (front yard)

OTHER:

Requested abandonment of Frontage Rd. along east and south edges of site, to be incorporated into existing property boundary. See site diagrams on A1.01 for more information

SITE AREA:

129,810 SF (within existing property boundary)
164,000 SF (proposed property boundary - existing property plus a portion of Frontage Rd., as described in ZFA1.01)

BUILDING HEIGHT:

Allowable/Required: 3 & 4 stories
60'-0" / 64'-3"

DENSITY:

40.95 du/acre
Assumes 36.5% density bonus, per AHO 16.98.030 (A). Project may qualify for more, but is compliant with even the minimum density bonus allowed.

BUILDING COVERAGE:

73,800 SF (32.5%)
45% of 164,000 SF
per R-4-S Section 16.23.050 & AHO Section 16.98.040 (E)

FLOOR-AREA RATIO:

117%
Assumes 22% increase for increased du/acre, plus 5% increase, AHO Sec. 16.98.040 (A)

SETBACKS:

Front: 5' min
per AHO Section 16.98.040 (F)
14'-7"

SIDE:

5' min
per AHO Section 16.98.040 (F)
6'-4" (South)
6'-7'-3" (North)

REAR:

10' min
per AHO Section 16.98.040 (F)
51'-4"

OPEN SPACE:

41,000 SF min
(25% of 164,000 SF)
66,894 SF*
(41%)
*Includes common open space plus private decks at all levels
Average private deck: 83 SF

PARKING:

Vehicular: 177 spaces
Electric Vehicles: 177 spaces
(15 ADA + 3 Van Accessible)
14 EV charging spaces
Bike Parking: 10% of units
(Included in parking provided)
70 long-term & 14 short-term
per AHO Section 16.98.040 (C, G)

FRONTAGE IMPROVEMENTS:

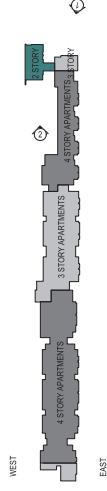
- All frontage improvements which are damaged as a result of construction will be required to be replaced. Any frontage improvement work shall be in accordance with the latest version of the City Standard Details.
- An encroachment permit from the Engineering Division is required prior to any construction activities including utility laterals, in the public right of way. In addition, the Applicant shall procure all additional permits from Caltrans and SFPUC prior to pursuing work along Willow Road and Ivy Drive respectively.
- All improvements in Public ROW shall abide by Standard Details as set forth by the appropriate agency (City, Caltrans, SFPUC).
- All utilities shall be adjusted to grade where there is overlap with proposed flatwork or other improvements.
- Final tree species in public ROW is subject to approval from the City's Public Works Department and the City Arborist.
- Alley intersection improvements at either end of 1200 block at Hamilton & Ivy suggested by the city, City & project team to coordinate on construction and financing logistics.

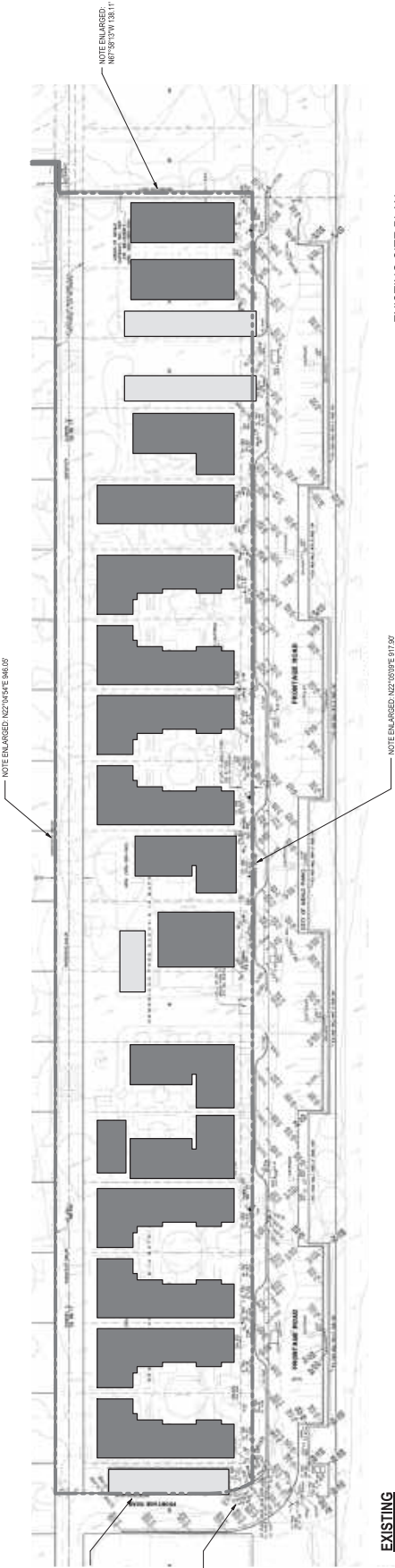


2 VIEW FROM COURTYARD
 1/16" = 1'-0"



1 VIEW OF ENTRY FROM WILLOW ROAD
 1/16" = 1'-0"





EXISTING

UNIT COUNT:

- 82 UNITS
- STUDIO: 2 UNITS
- 1BR: 24 UNITS
- 2BR: 32 UNITS
- 3BR: 24 UNITS

PARKING SPACES: 119 (39 WITHIN EXISTING PROPERTY BOUNDARY, REMAINING ON FRONTAGE RD.)

FAR: 50%
BUILDING HEIGHT: 2 STORIES +/- 28'-30" MAX
OVERALL LOT DIMS: 917.9' x 140.21'
SETBACKS: FRONT: 10'
 SIDE: 10' (NORTH), 21' (SOUTH)
 REAR: 30'

2 EXISTING SITE PLAN
 3/32" = 1" = 0'

----- PROPERTY BOUNDARY

NOTE: PLEASE REFERENCE SHEET L0.01 FOR ALL EXISTING TREES, TREE NUMBERS, SPECIES, AND SIZE IN DIAMETER AS WELL AS ALL TREES TO REMAIN AND TREES TO BE REMOVED.

PROPOSED

UNIT COUNT:

- 140 UNITS
- 1BR: 66 UNITS
- 2BR: 50 UNITS
- 3BR: 24 UNITS

PARKING SPACES: 177
FAR: 103%
BUILDING HEIGHT: 4 STORIES, 54'-3" MAX
OVERALL LOT DIMS: ~941'-3 1/2" x ~174'-2 1/2"
SETBACKS: FRONT: 14'-7"
 SIDE: 6'-4" (SOUTH), 67'-3" (NORTH)
 REAR: 51'-4"

1 PROPOSED BUILDING FOOTPRINT
 1/32" = 1" = 0'

----- PROPERTY BOUNDARY

144 81-862-61002222



1 AERIAL VIEW



1. VIEW ALONG SOUTH LEG OF FRONTAGE RD.



2. LOOKING NORTH ALONG FRONTAGE RD.



3. LOOKING NORTH ALONG FRONTAGE RD.



4. REAR YARD FROM PARKING AREA



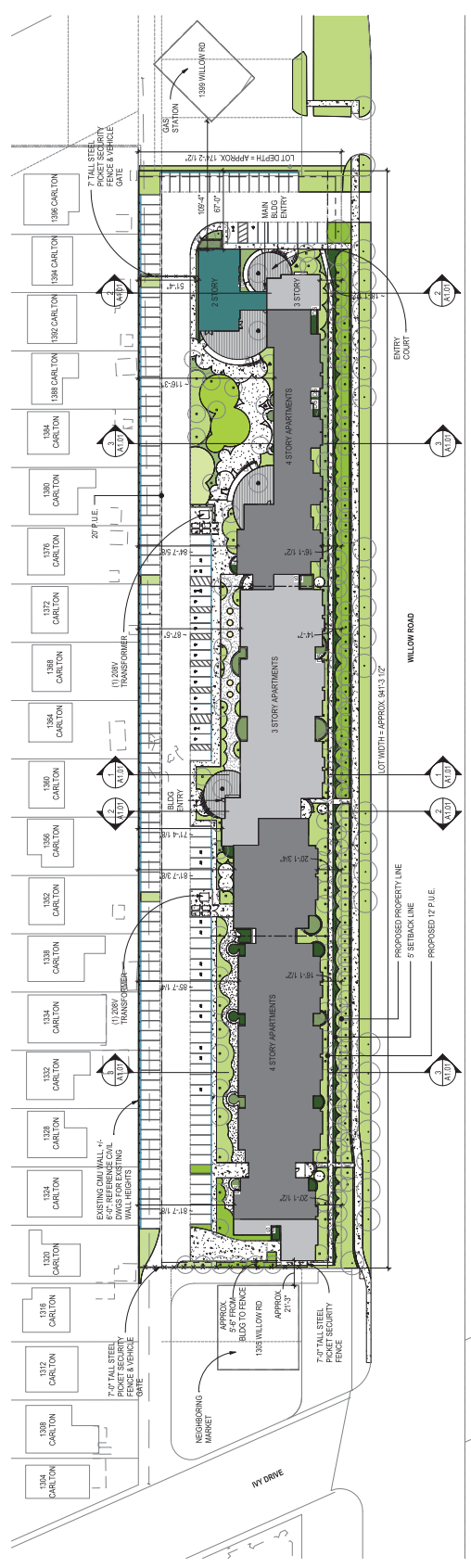
5. REAR YARD FROM NORTH PARKING AREA



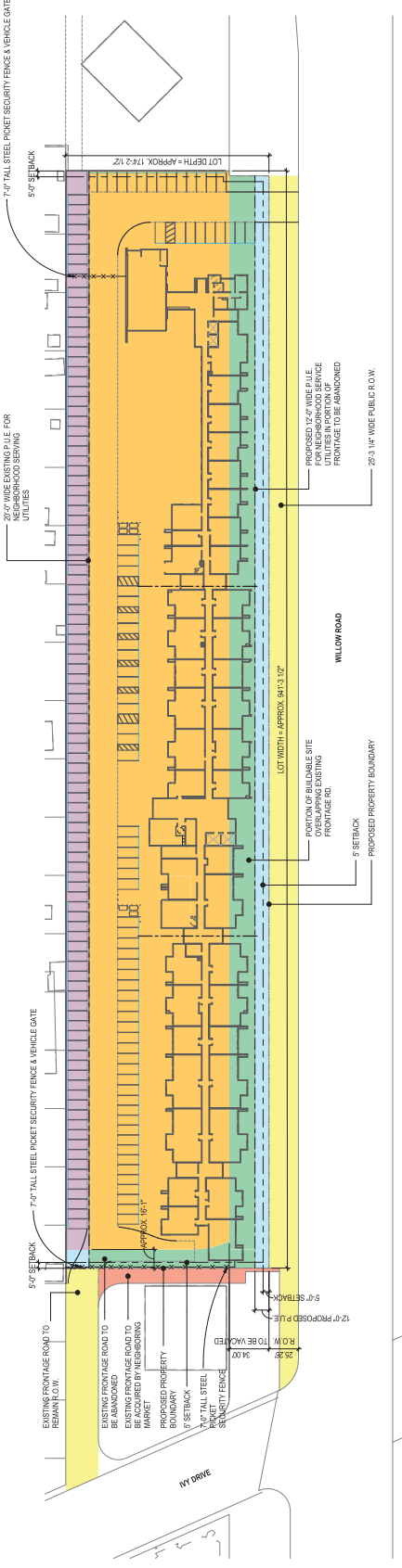
6. LOOKING NORTH ALONG FRONTAGE RD.



7. TYPICAL REAR YARD VIEW



2 SITE PLAN
 1" = 40'-0"

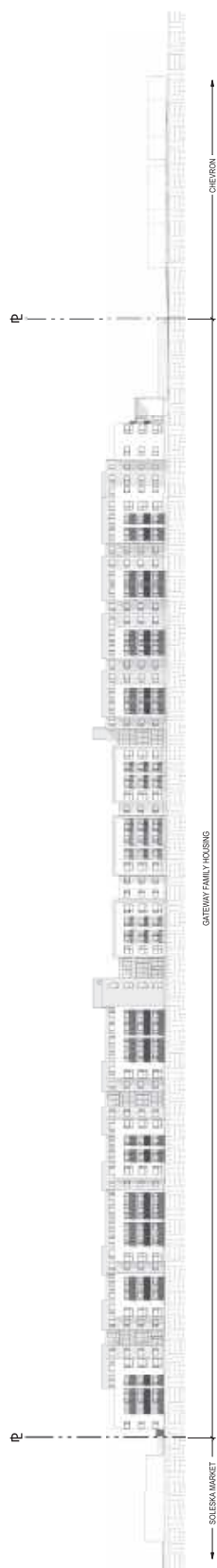


1 SITE BOUNDARY DIAGRAM
 1" = 40'-0"

EXISTING SITE AREA: 129,810 SF
R.O.W. ABANDONED TO BE ACQUIRED: 34,190 SF
TOTAL PROPOSED SITE AREA: 164,000 SF

- PROPERTY BOUNDARY COLOR KEY:**
- EXISTING PUBLIC UTILITY EASEMENT
 - EXISTING BUILDABLE SITE AREA
 - EXISTING FRONTAGE ROAD TO BE ABANDONED (PROPOSED PUBLIC UTILITY EASEMENT)
 - EXISTING FRONTAGE ROAD TO BE ABANDONED (PROPOSED PUBLIC UTILITY EASEMENT)
 - EXISTING PUBLIC RIGHT OF WAY TO BE ACQUIRED BY SUCCESSOR MARKET (TO BE COORDINATED BY CITY)
 - PROPOSED PROPERTY BOUNDARY
 - 5' SETBACK
 - PUBLIC UTILITY EASEMENT
 - SECURITY FENCE AND/OR VEHICLE GATE
- PROPERTY BOUNDARY LINE KEY:**
- EXISTING PUBLIC UTILITY EASEMENT
 - 5' SETBACK
 - PUBLIC UTILITY EASEMENT
 - SECURITY FENCE AND/OR VEHICLE GATE

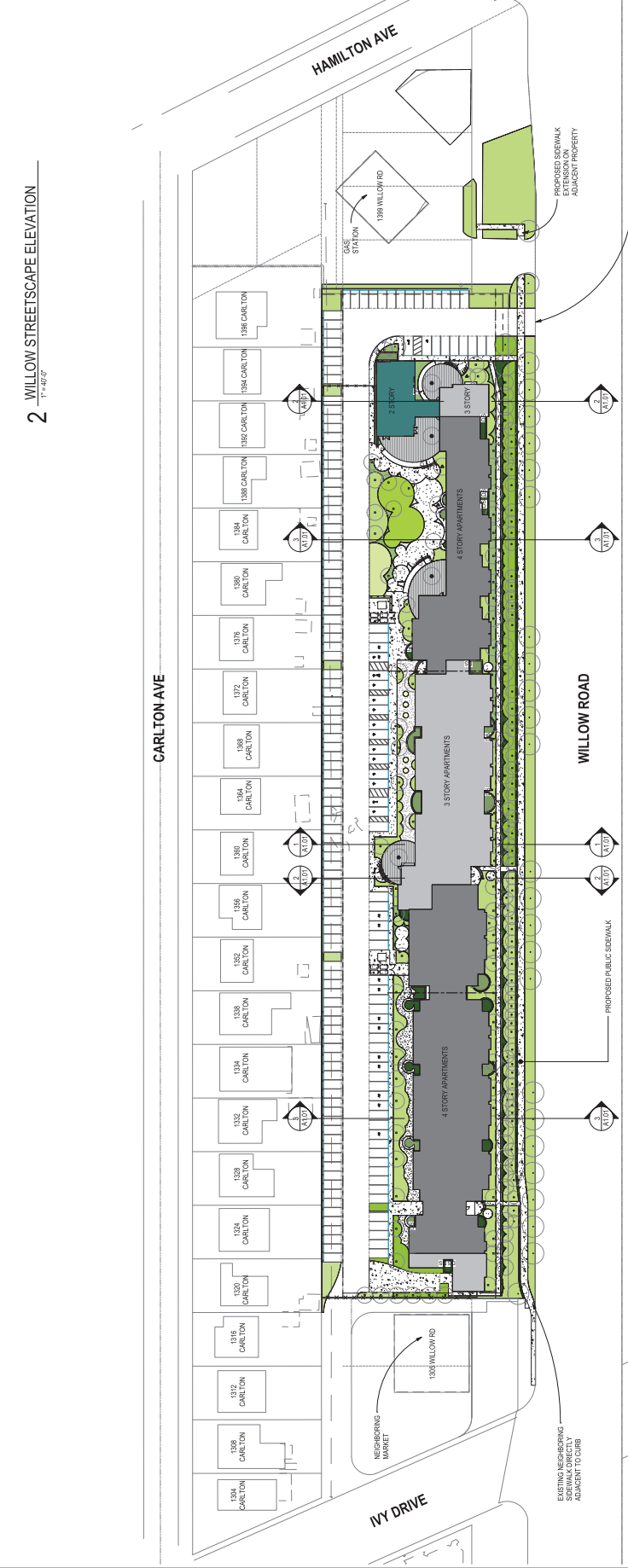
NOT FOR CONSTRUCTION



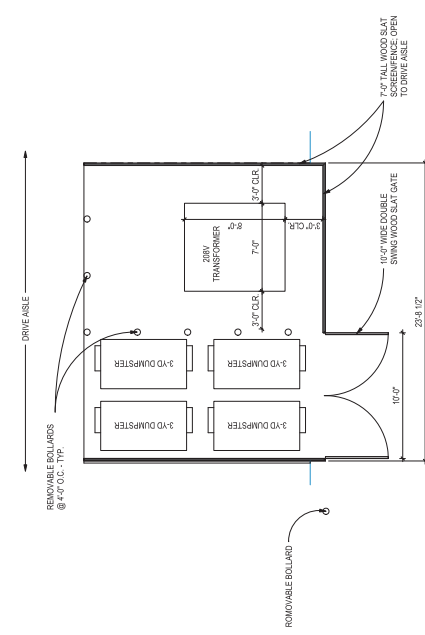
2 WILLOW STREETSCAPE ELEVATION
 1" = 40'-0"

GATEWAY FAMILY HOUSING

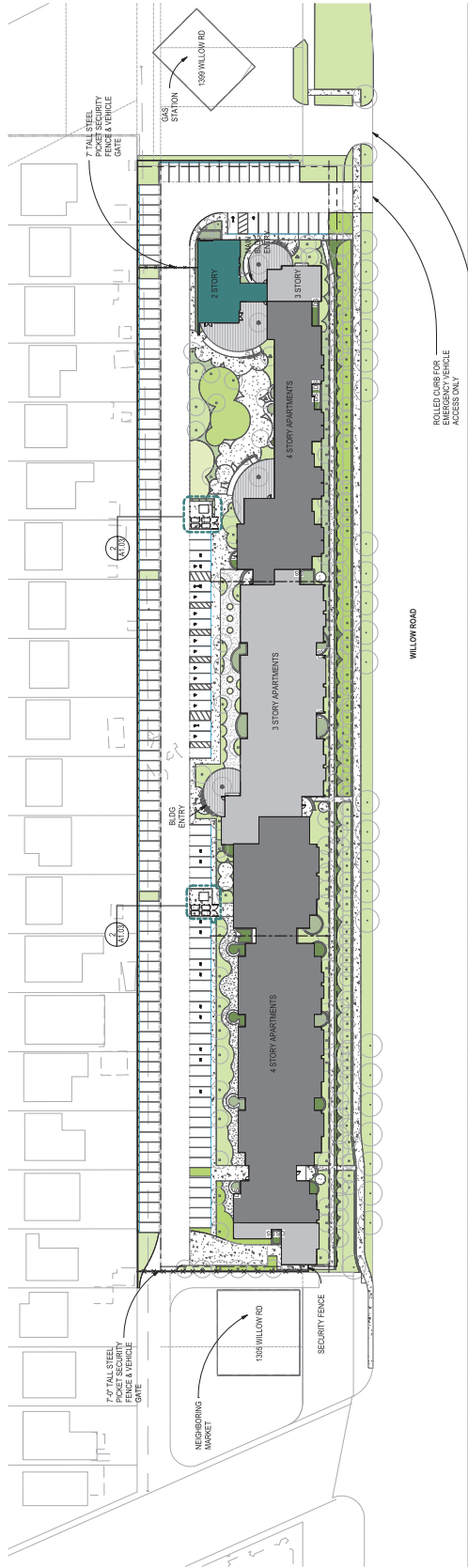
SOLESKA MARKET



1 SITE PLAN
 1" = 40'-0"

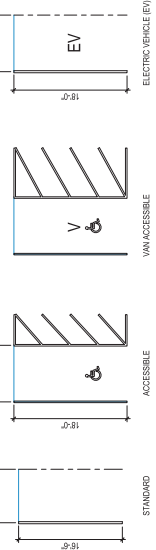


2 PARKING PLAN - ENLARGED TRASH ENCLOSURE
 1/8" = 1'-0"



1 SITE PLAN
 1" = 40'-0"

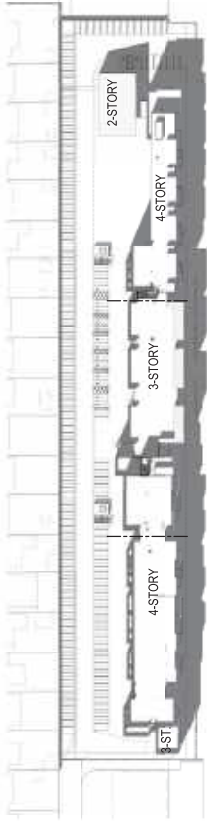
PARKING REQUIRED	177 STALLS	177 STALLS	177 STALLS
VAN ACCESSIBLE REQ.	3 STALLS	3 STALLS	3 STALLS
ADA STALLS REQUIRED	15 STALLS	15 STALLS	15 STALLS
STANDARD STALLS PROVIDED	142 STALLS	142 STALLS	142 STALLS
EV PARKING	14 STALLS	14 STALLS	14 STALLS
TOTAL PARKING PROVIDED	177 STALLS	177 STALLS	177 STALLS



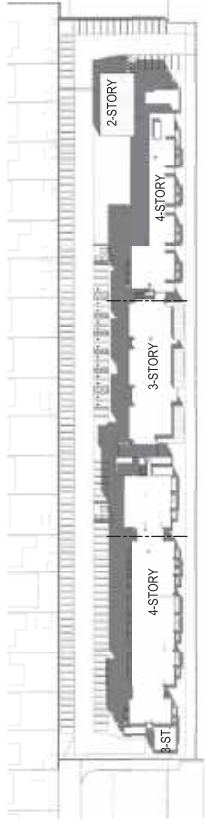
PARKING LEGEND
 1/8" = 1'-0"

NOT FOR CONSTRUCTION

B10



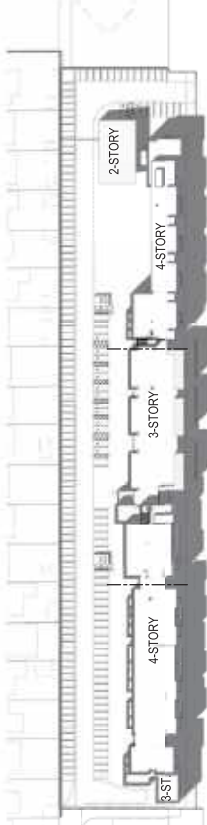
3 SHADOW STUDY - FEB 21 - 3 PM
1/8" = 1'-0"



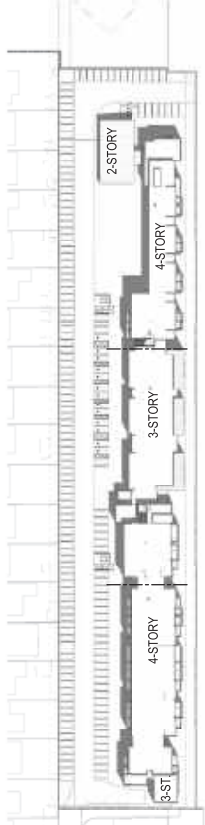
2 SHADOW STUDY - FEB 21 - 12 PM
1/8" = 1'-0"



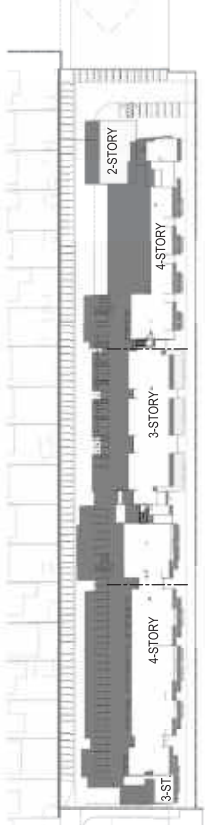
1 SHADOW STUDY - FEB 21 - 9 AM
1/8" = 1'-0"



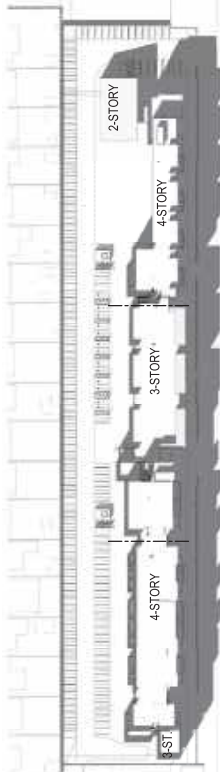
6 SHADOW STUDY - APR 21 - 3 PM
1/8" = 1'-0"



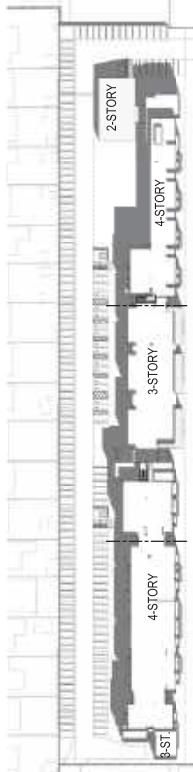
5 SHADOW STUDY - APR 21 - 12 PM
1/8" = 1'-0"



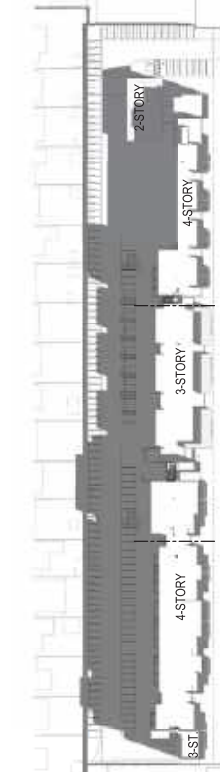
4 SHADOW STUDY - APR 21 - 9 AM
1/8" = 1'-0"



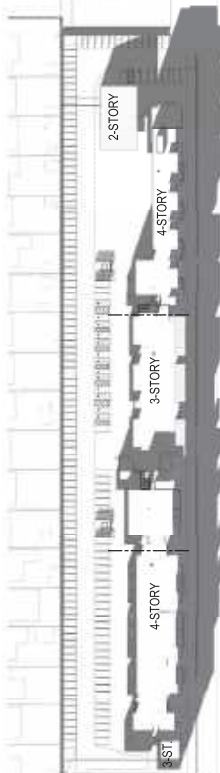
3 SHADOW STUDY - OCT 21 - 3 PM
104° x 13°



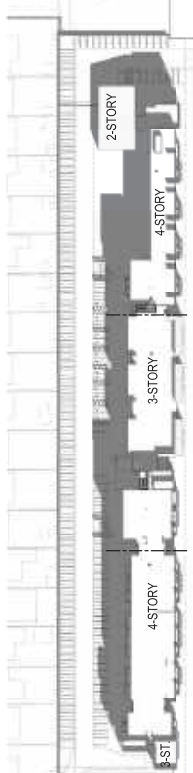
2 SHADOW STUDY - OCT 21 - 12 PM
104° x 13°



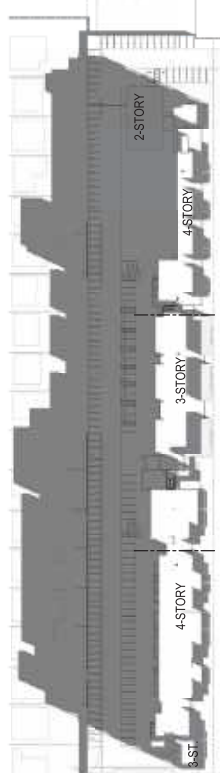
1 SHADOW STUDY - OCT 21 - 9 AM
104° x 13°



6 SHADOW STUDY - DEC 21 - 3 PM
104° x 13°



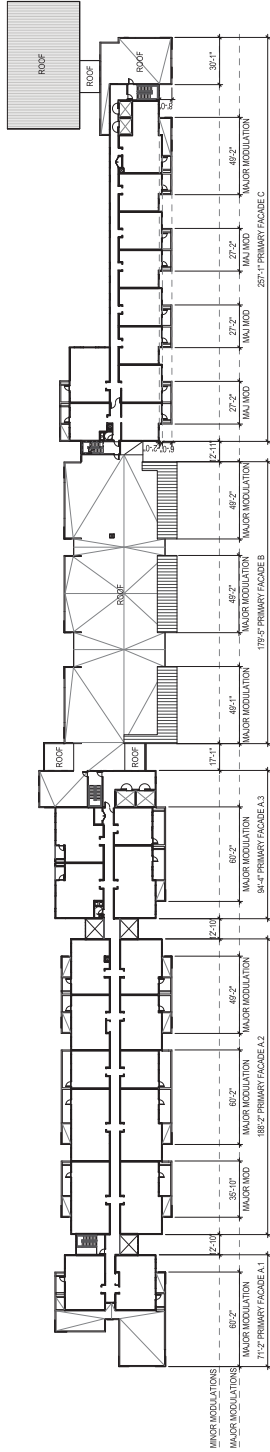
5 SHADOW STUDY - DEC 21 - 12 PM
104° x 13°



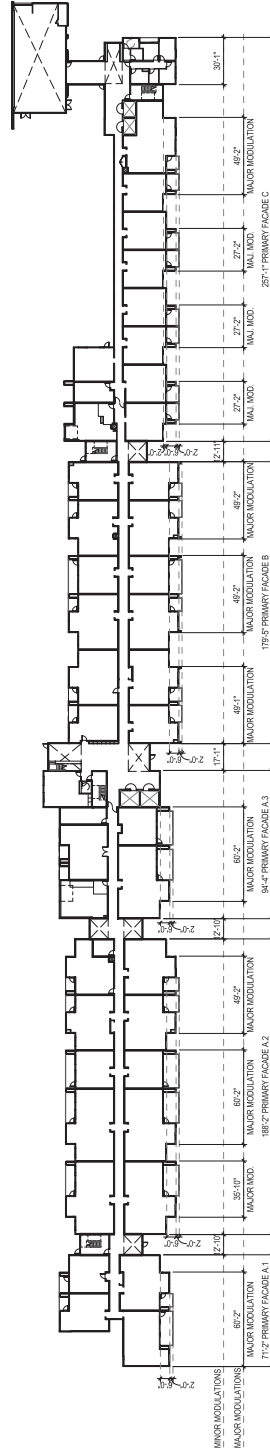
4 SHADOW STUDY - DEC 21 - 9 AM
104° x 13°

NOT FOR CONSTRUCTION

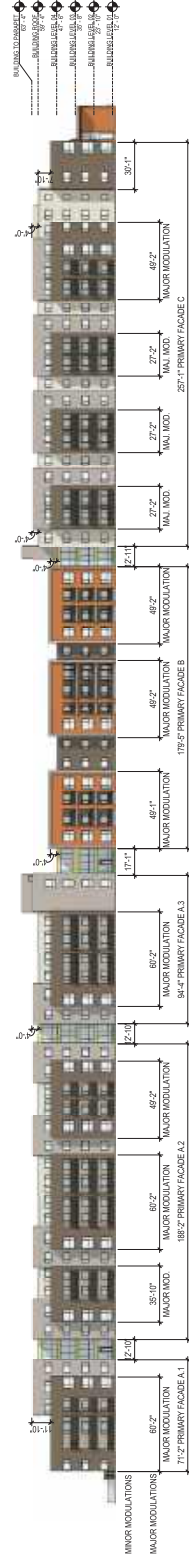
B12



3 LEVEL 04 - BUILDING MODULATION
 1/8" = 1'-0"



2 LEVELS 01, 02, & 03 - BUILDING MODULATION
 1/8" = 1'-0"



1 EAST ELEV MODULATION DIAGRAM
 1/8" = 1'-0"

NOT FOR CONSTRUCTION

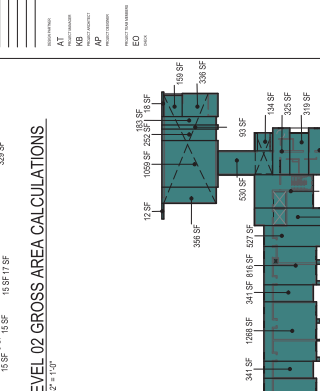
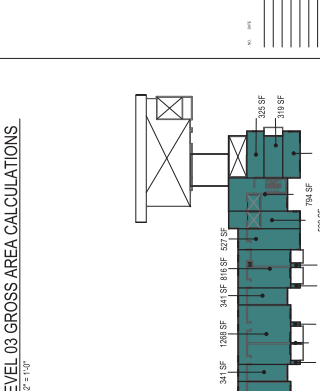
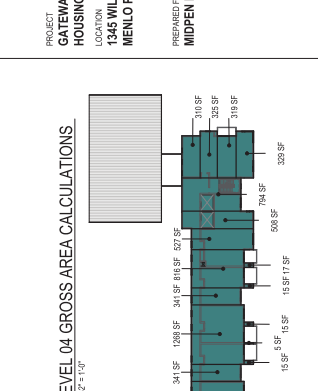
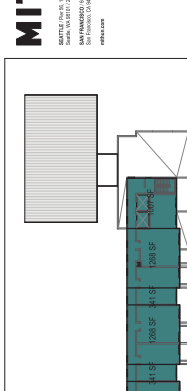
Level	Area	Total Building Gross Area
BUILDING LEVEL 01	167036 SF	TOTAL BUILDING GROSS AREA 167036 SF
BUILDING LEVEL 02	167036 SF	
BUILDING LEVEL 03	167036 SF	
BUILDING LEVEL 04	167036 SF	
TOTAL BUILDING GROSS AREA	167036 SF	

Level	Area	Total Building Gross Area
BUILDING LEVEL 01	167036 SF	TOTAL BUILDING GROSS AREA 167036 SF
BUILDING LEVEL 02	167036 SF	
BUILDING LEVEL 03	167036 SF	
BUILDING LEVEL 04	167036 SF	
TOTAL BUILDING GROSS AREA	167036 SF	

Level	Area	Total Building Gross Area
BUILDING LEVEL 01	167036 SF	TOTAL BUILDING GROSS AREA 167036 SF
BUILDING LEVEL 02	167036 SF	
BUILDING LEVEL 03	167036 SF	
BUILDING LEVEL 04	167036 SF	
TOTAL BUILDING GROSS AREA	167036 SF	

Level	Area	Total Building Gross Area
BUILDING LEVEL 01	167036 SF	TOTAL BUILDING GROSS AREA 167036 SF
BUILDING LEVEL 02	167036 SF	
BUILDING LEVEL 03	167036 SF	
BUILDING LEVEL 04	167036 SF	
TOTAL BUILDING GROSS AREA	167036 SF	

Level	Area	Total Building Gross Area
BUILDING LEVEL 01	167036 SF	TOTAL BUILDING GROSS AREA 167036 SF
BUILDING LEVEL 02	167036 SF	
BUILDING LEVEL 03	167036 SF	
BUILDING LEVEL 04	167036 SF	
TOTAL BUILDING GROSS AREA	167036 SF	



MITOHUN

PROJECT
GATEWAY FAMILY HOUSING
LOCATION
1345 WILLOW ROAD
MENLO PARK, CA

PREPARED FOR
MIDPEN HOUSING

DATE: 12/15/2023
DRAWN: 12/15/23 02:43:25 PM
REVISIONS: 02
MITHUN.COM

FOR PERMIT ONLY
THIS DOCUMENT APPLICABLE TO THE CITY OF MENLO PARK
AND COUNTY OF SAN MATEO, CALIFORNIA
IT IS NOT TO BE USED FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN
CONSENT OF MITHUN ARCHITECTS

GROSS BUILDING CALCULATIONS
12/26/2023
FEBRUARY 25, 2019

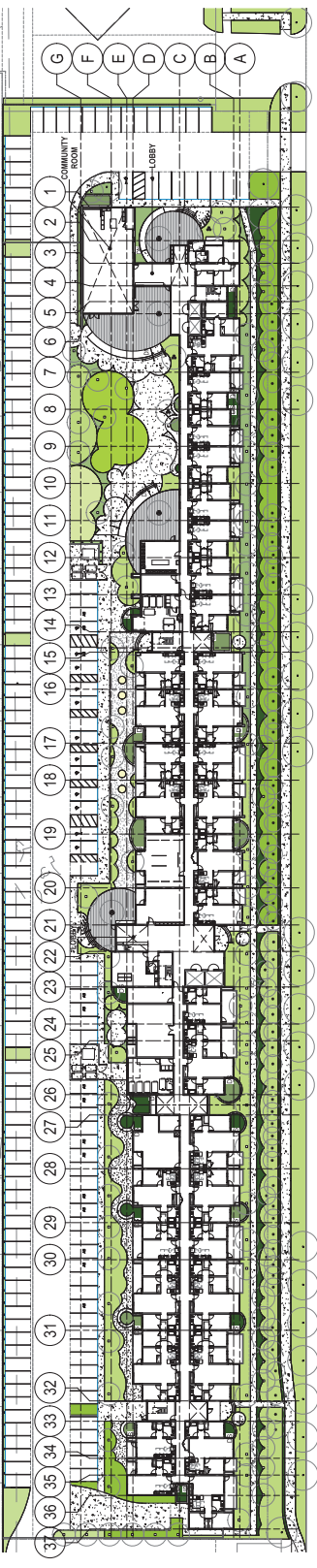
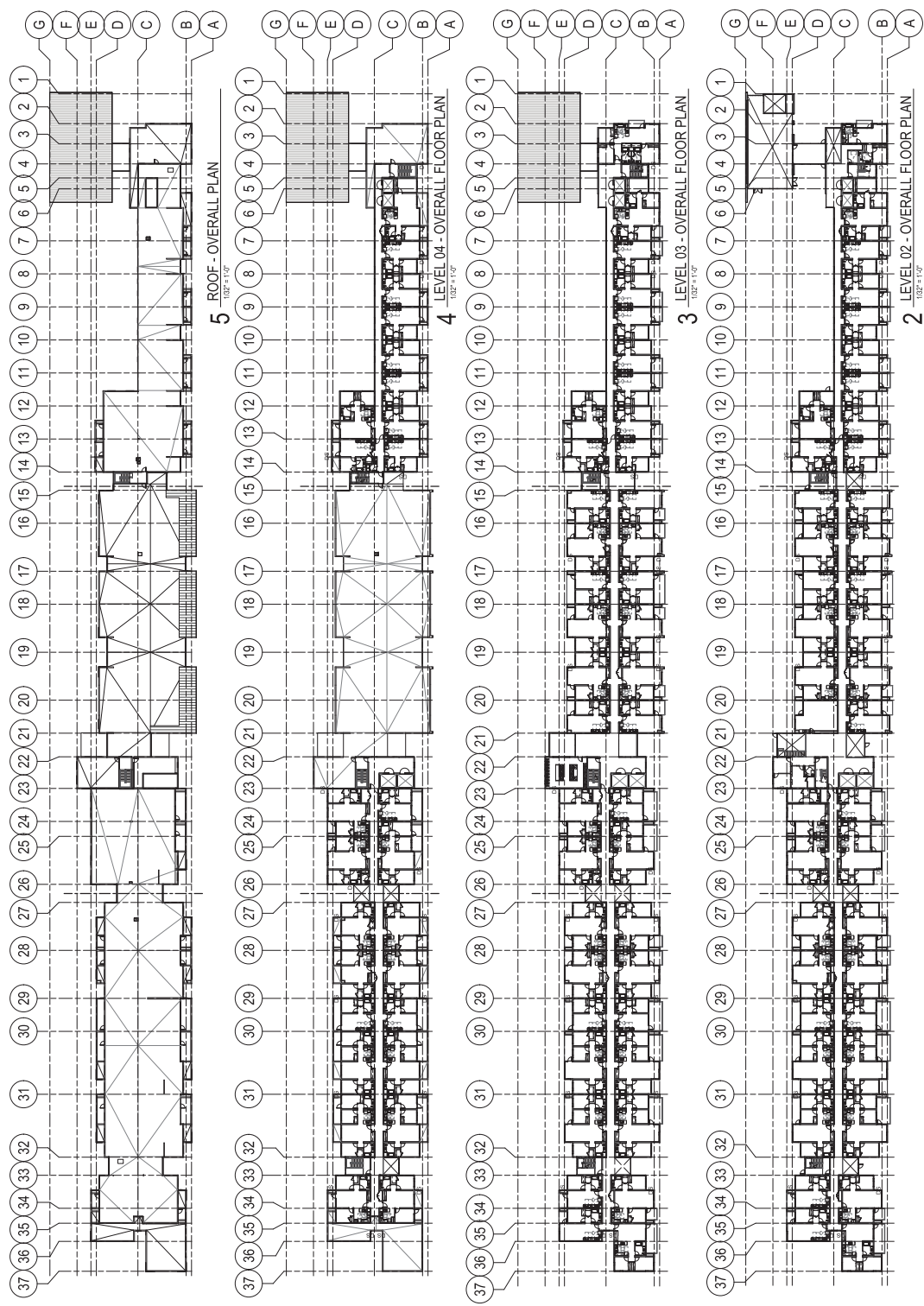
AREA SEPARATION LEGEND
AREA A
AREA B
AREA C
Calculation

167036 SF

A1.07

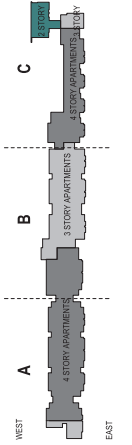
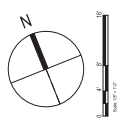
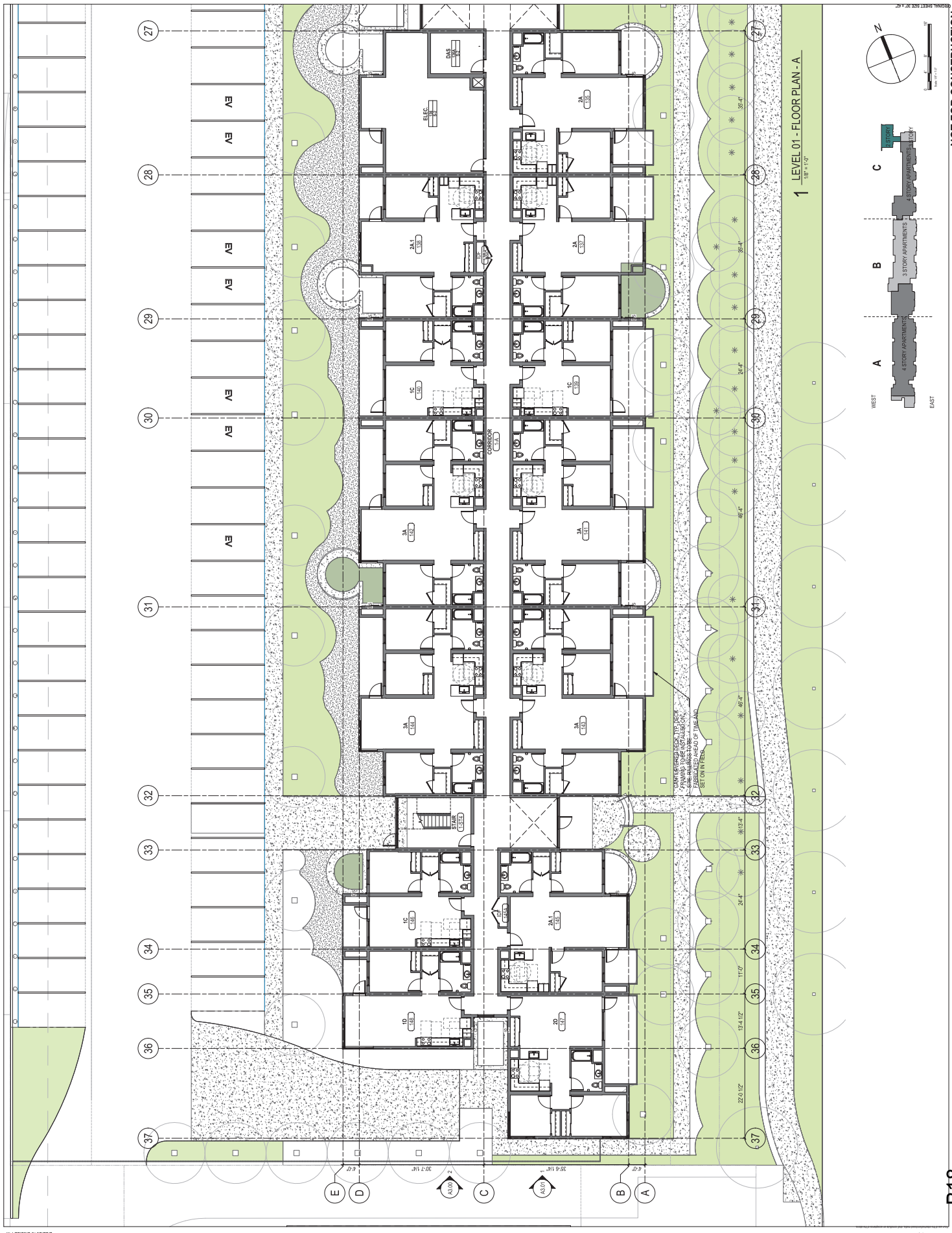
ZONING COMPLIANCE RESUBMITTAL

NOT FOR CONSTRUCTION



NOT FOR CONSTRUCTION

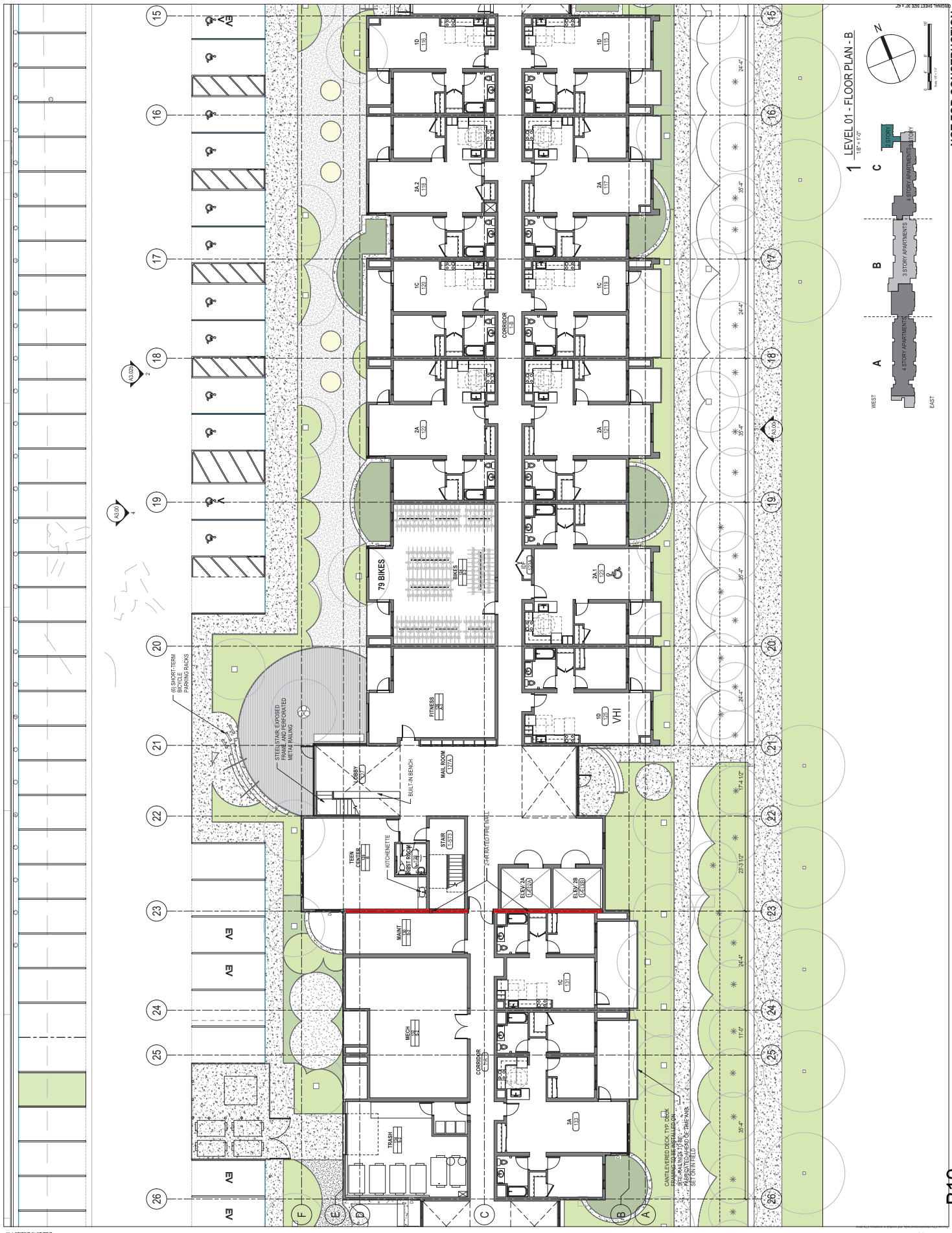
B17



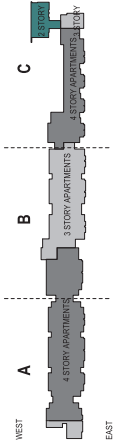
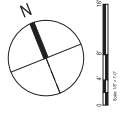
1 LEVEL 01 - FLOOR PLAN - A

NOT FOR CONSTRUCTION

B18

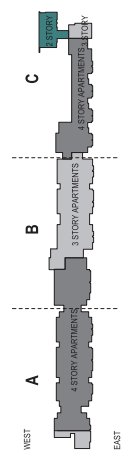
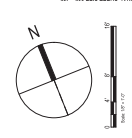
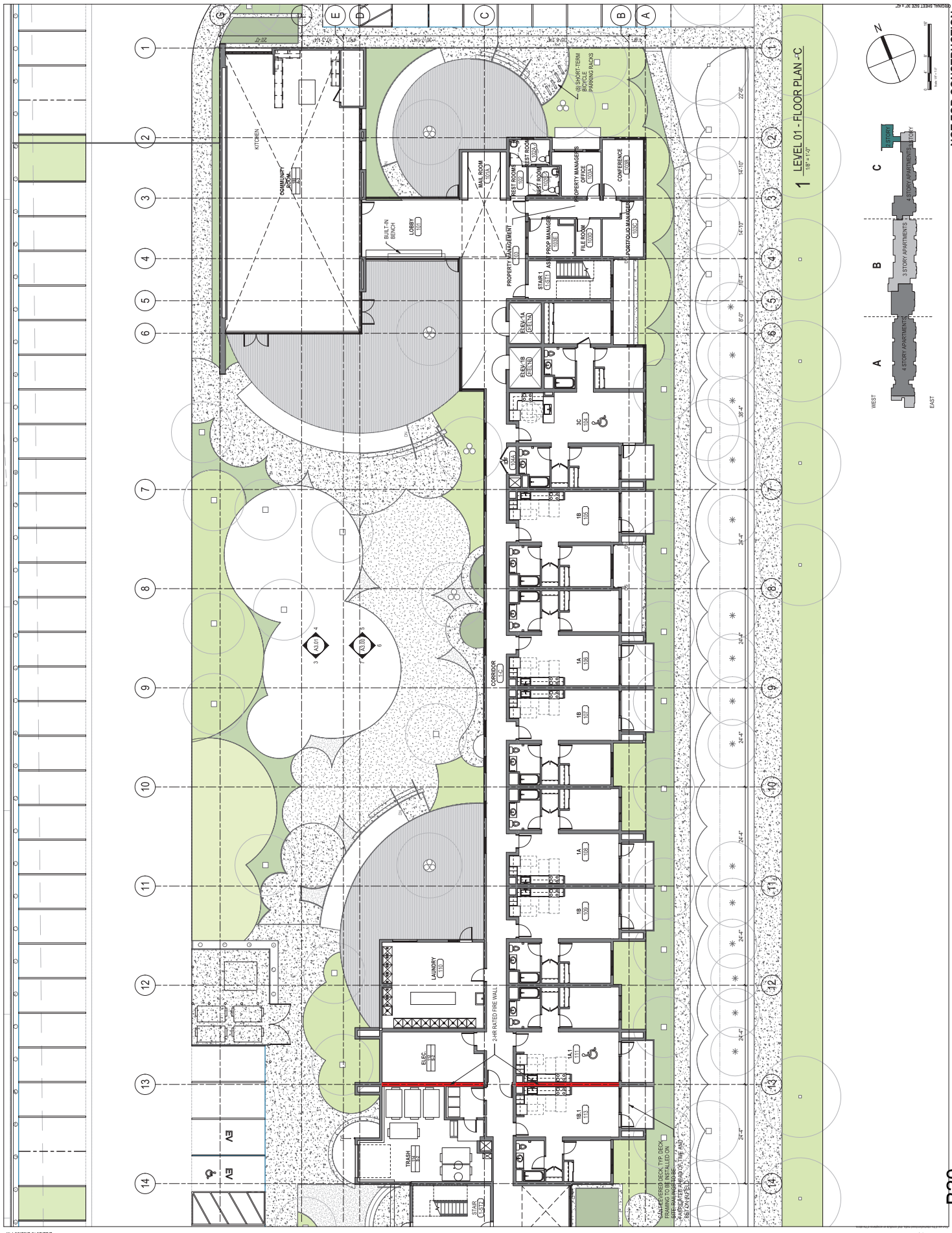


1 LEVEL 01 - FLOOR PLAN - B
 1/8" = 1'-0"



NOT FOR CONSTRUCTION

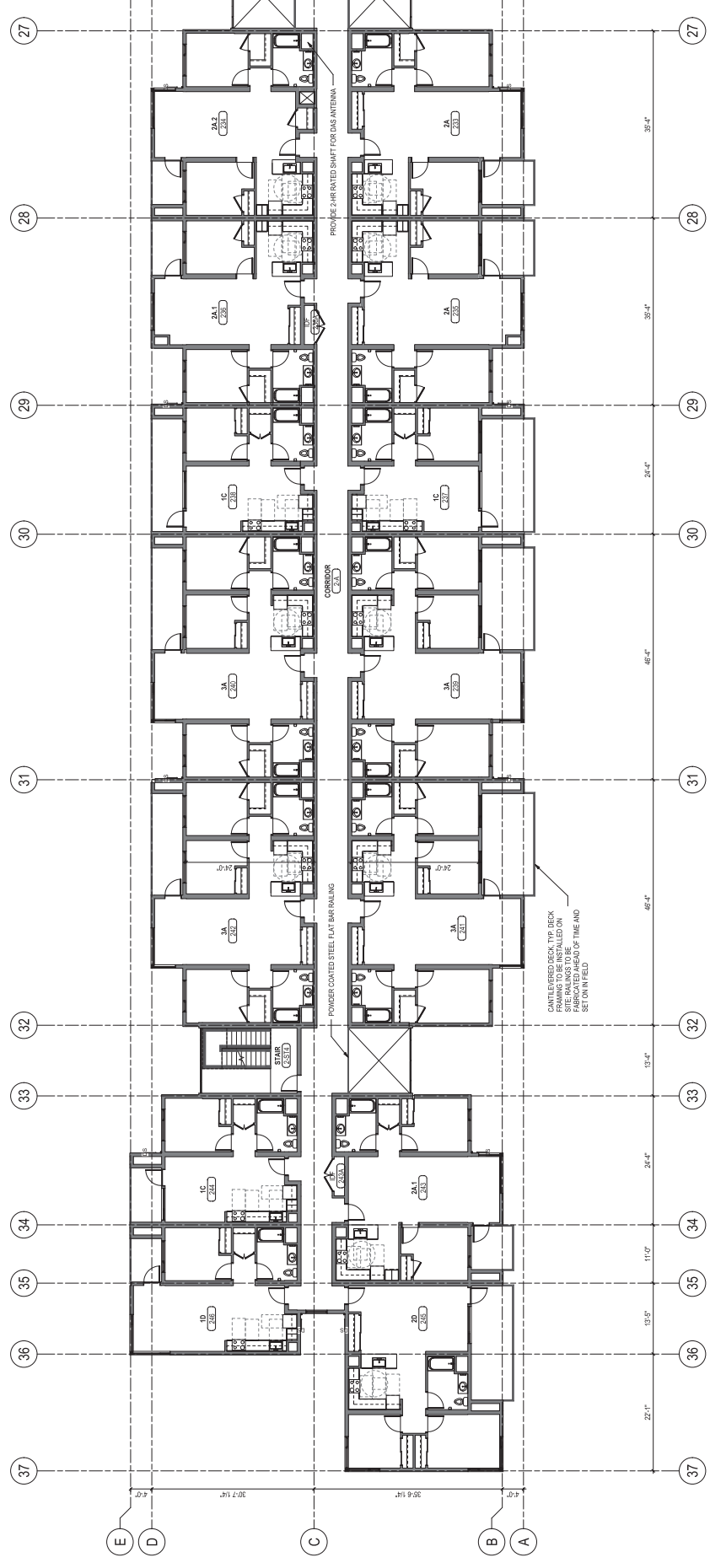
B19



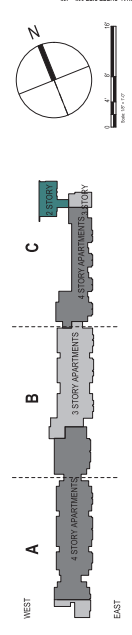
NOT FOR CONSTRUCTION

B20

1/4 02/22/2019 2:20:22



1 LEVEL 02 - FLOOR PLAN - A
 1/8" = 1'-0"

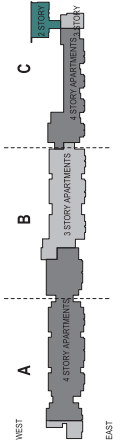
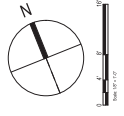


*NOTE: ALL ROOF SLOPES 1/2":12" U.N.O.

NOT FOR CONSTRUCTION

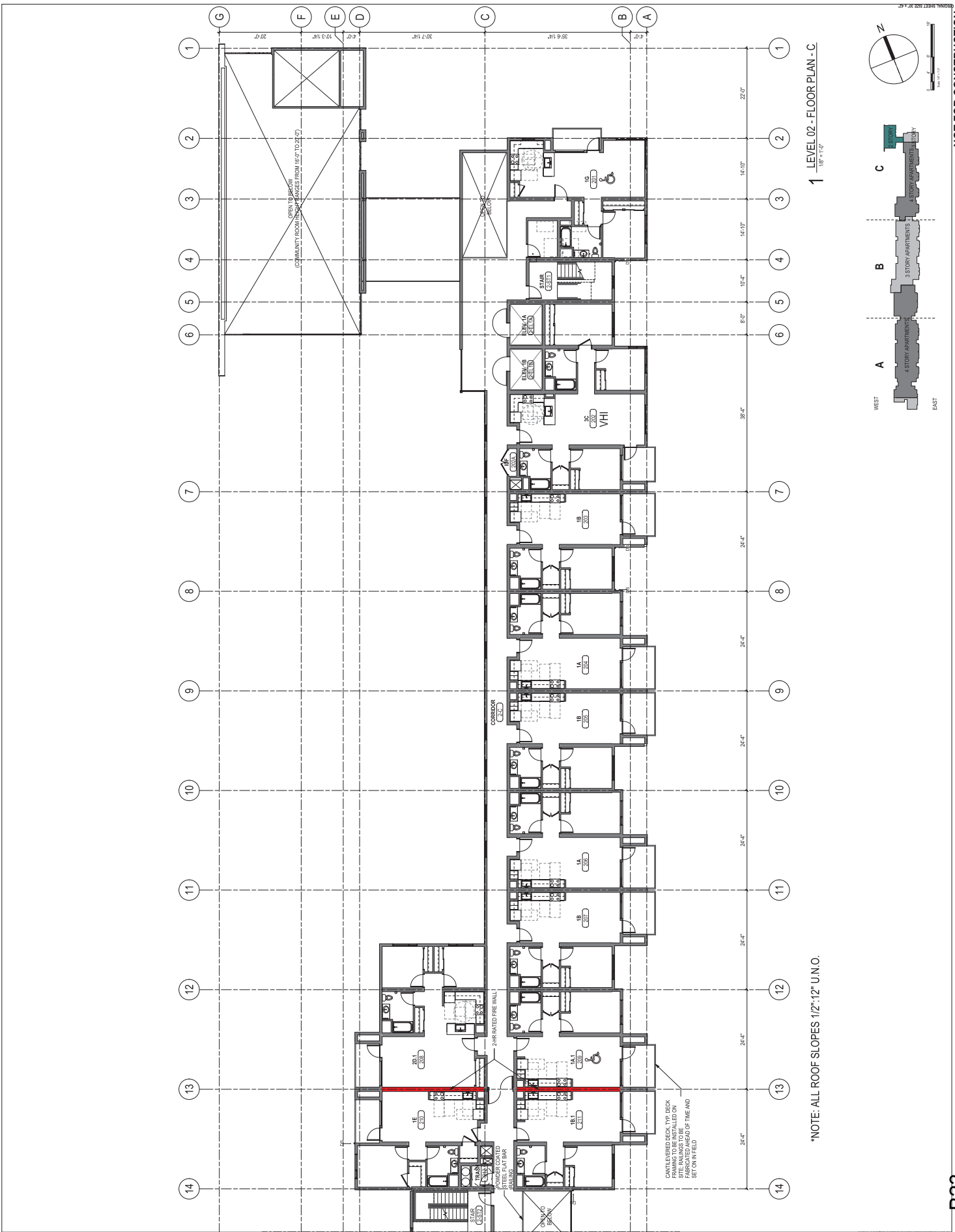


1 LEVEL 02 - FLOOR PLAN - B
 1/8" = 1'-0"

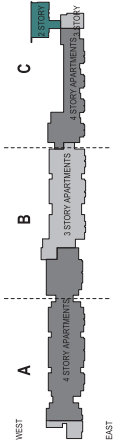
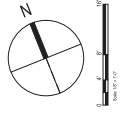


NOT FOR CONSTRUCTION

B22

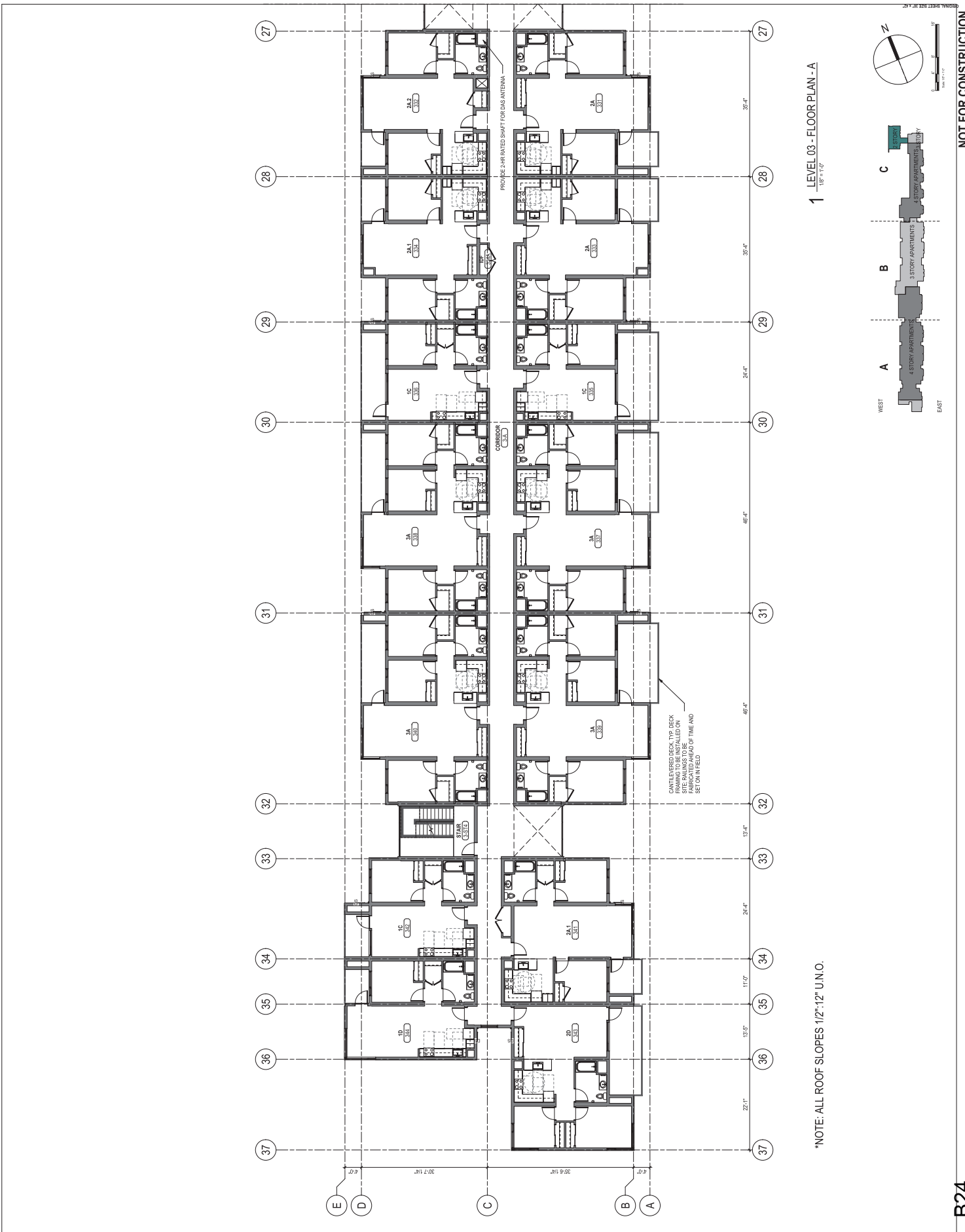


1 LEVEL 02 - FLOOR PLAN - C

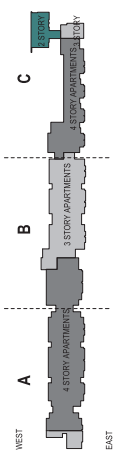
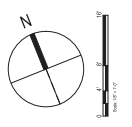


NOT FOR CONSTRUCTION

B23



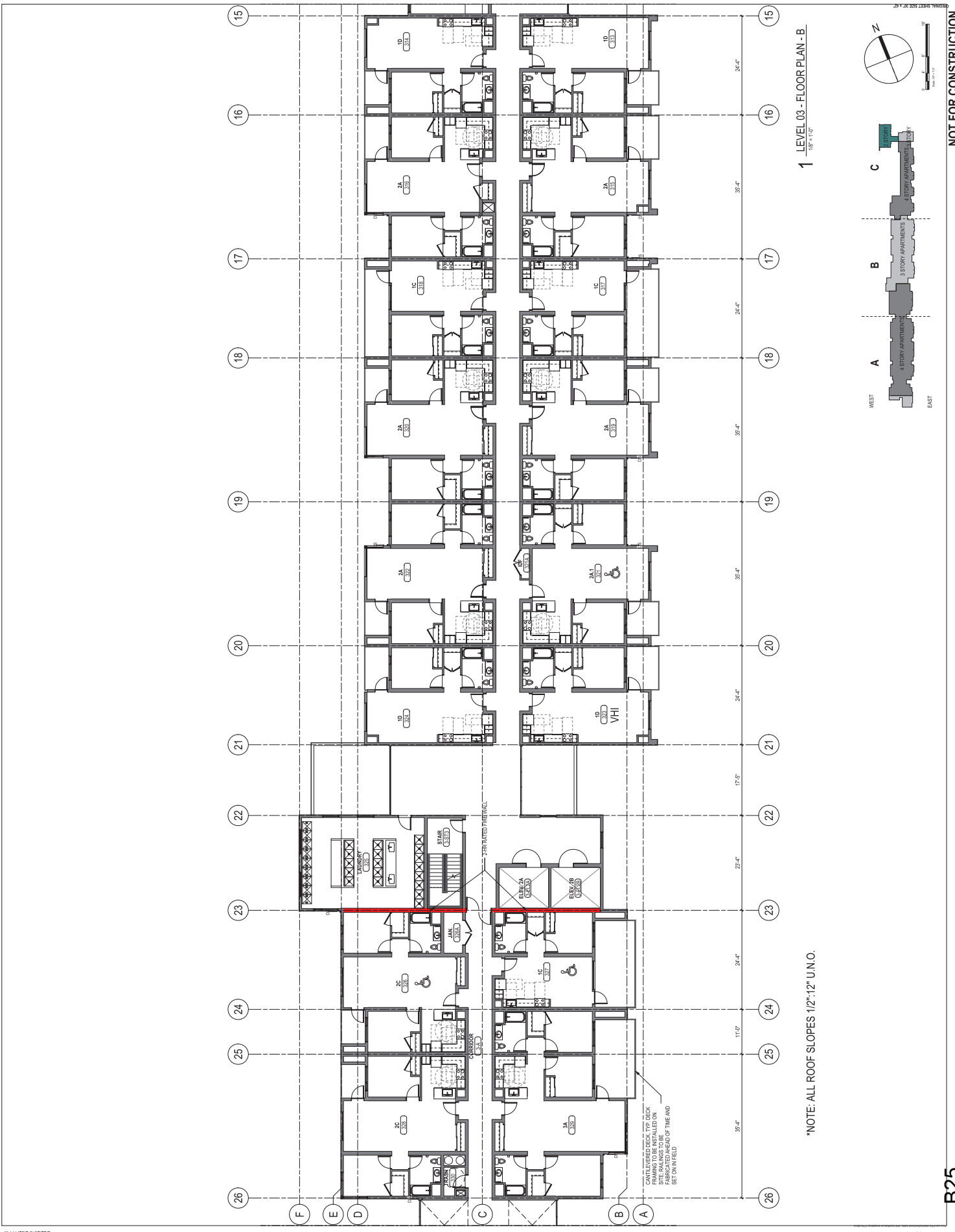
1 LEVEL 03 - FLOOR PLAN - A
 1/8" = 1'-0"



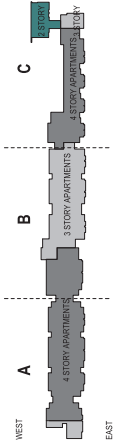
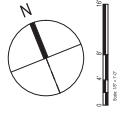
*NOTE: ALL ROOF SLOPES 1/2":12" U.N.O.

NOT FOR CONSTRUCTION

B24



1 LEVEL 03 - FLOOR PLAN - B
 1/8" = 1'-0"

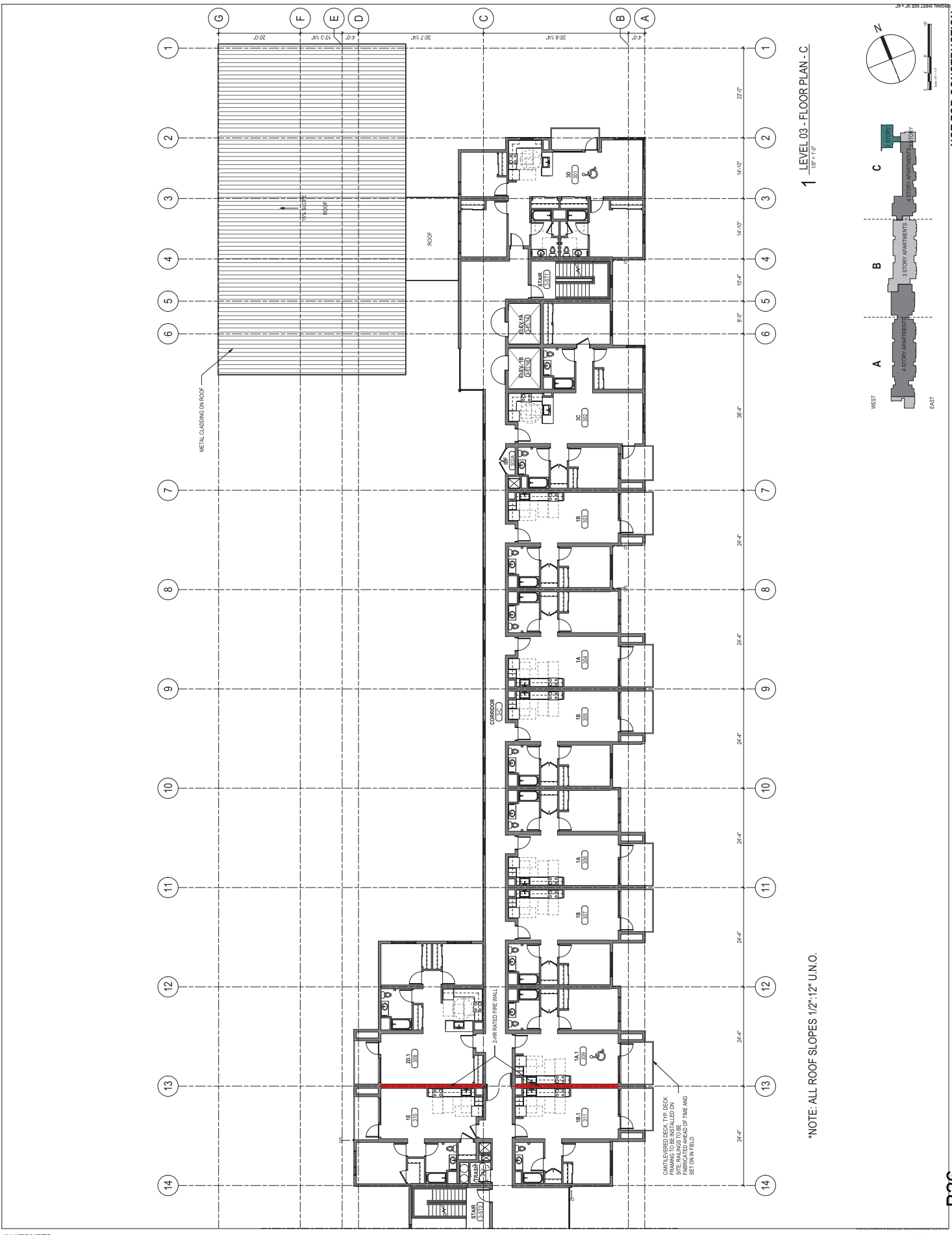


*NOTE: ALL ROOF SLOPES 1/2":12" U.N.O.

CANTILEVERED DECK, TYP. DECK FRAMING TO BE INSTALLED ON FABRICATED AHEAD OF TIME AND SET ON IN-FIELD

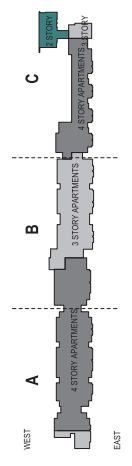
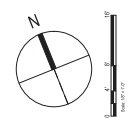
NOT FOR CONSTRUCTION

B25



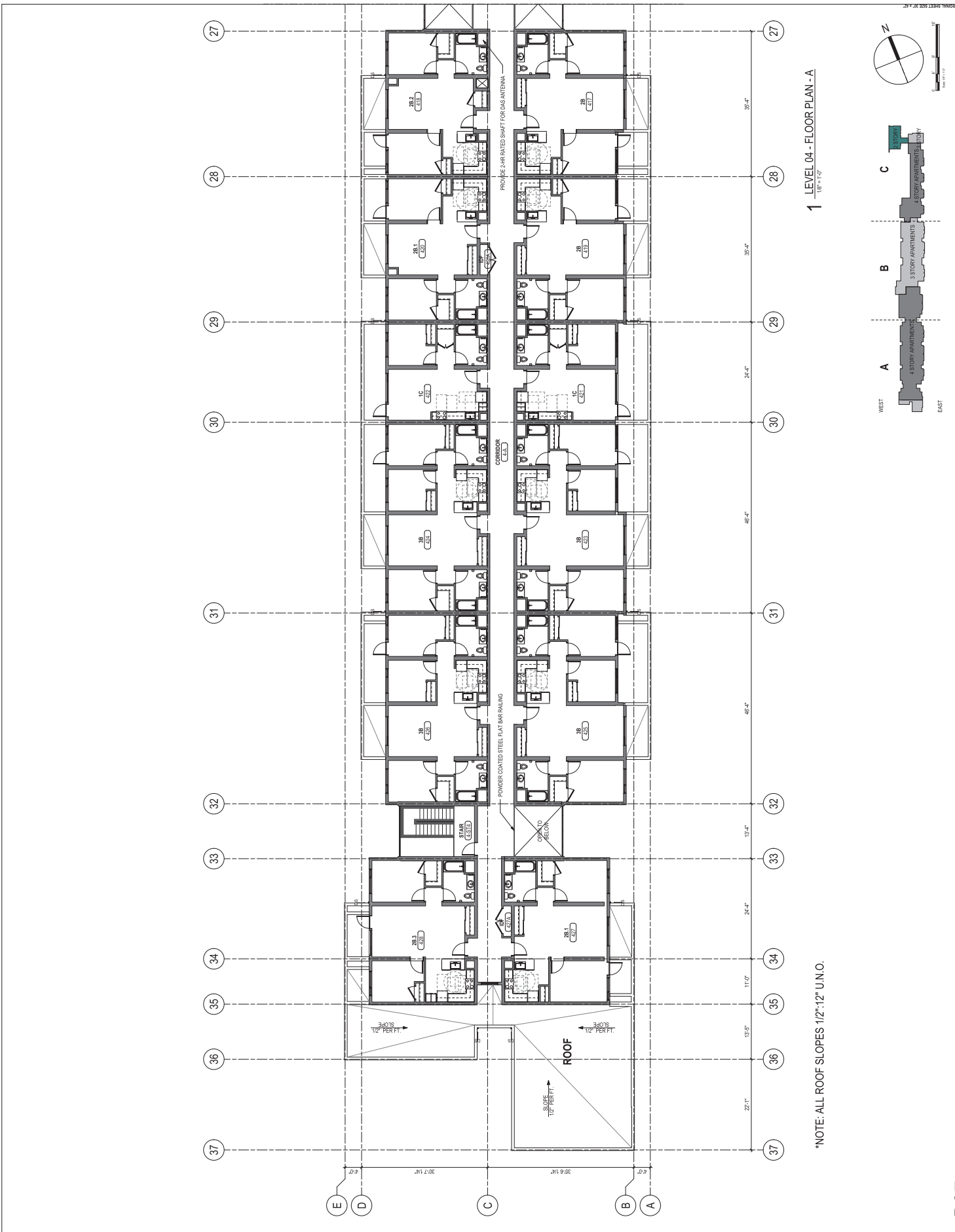
1 LEVEL 03 - FLOOR PLAN - C
 1/8" = 1'-0"

*NOTE: ALL ROOF SLOPES 1/2":12" U.N.O.

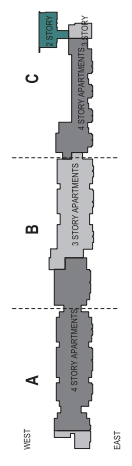
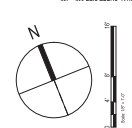


NOT FOR CONSTRUCTION

B26



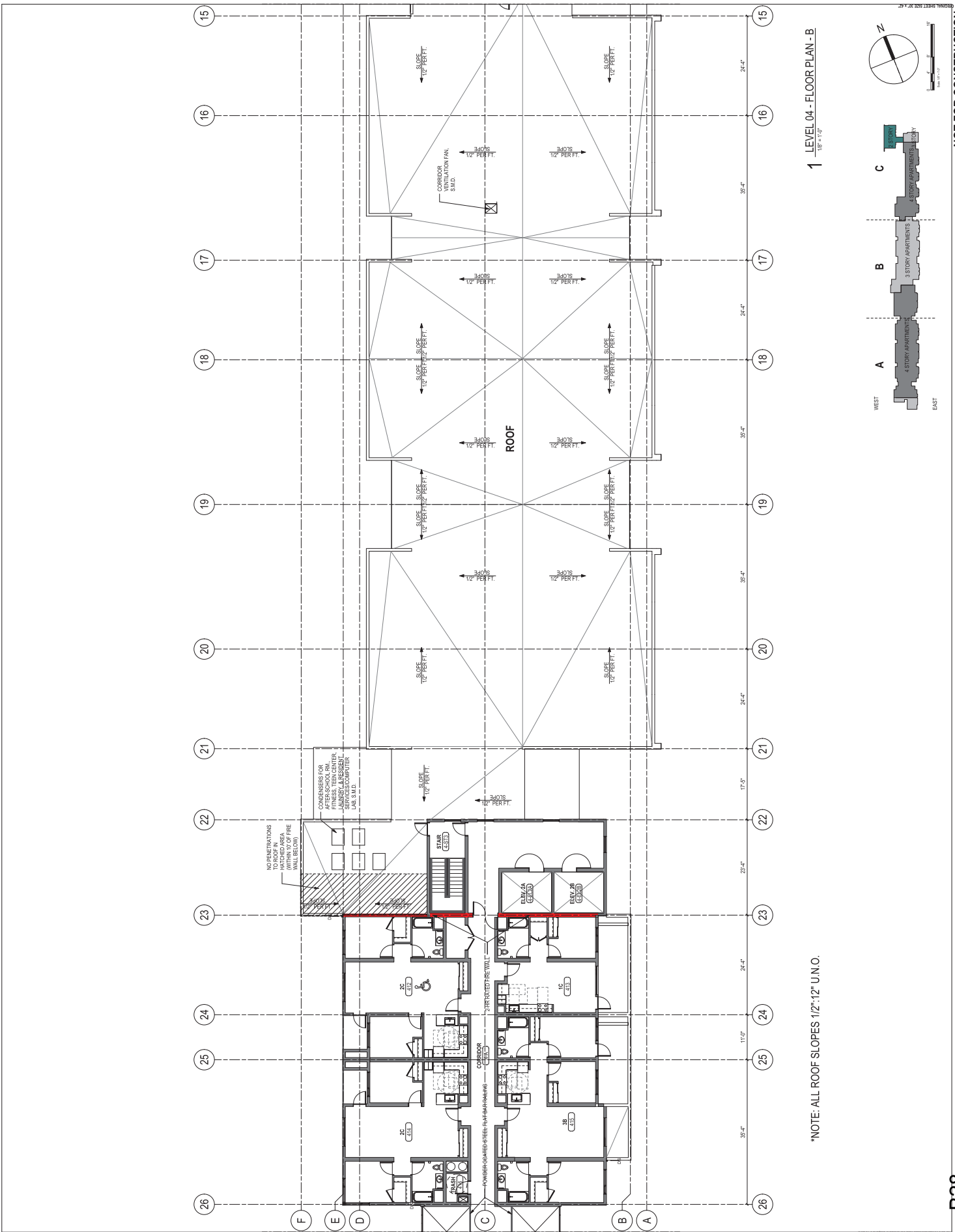
1 LEVEL 04 - FLOOR PLAN - A
 1/8" = 1'-0"



*NOTE: ALL ROOF SLOPES 1/2":12" U.N.O.

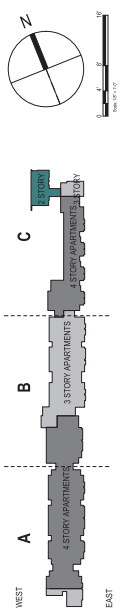
NOT FOR CONSTRUCTION

B27



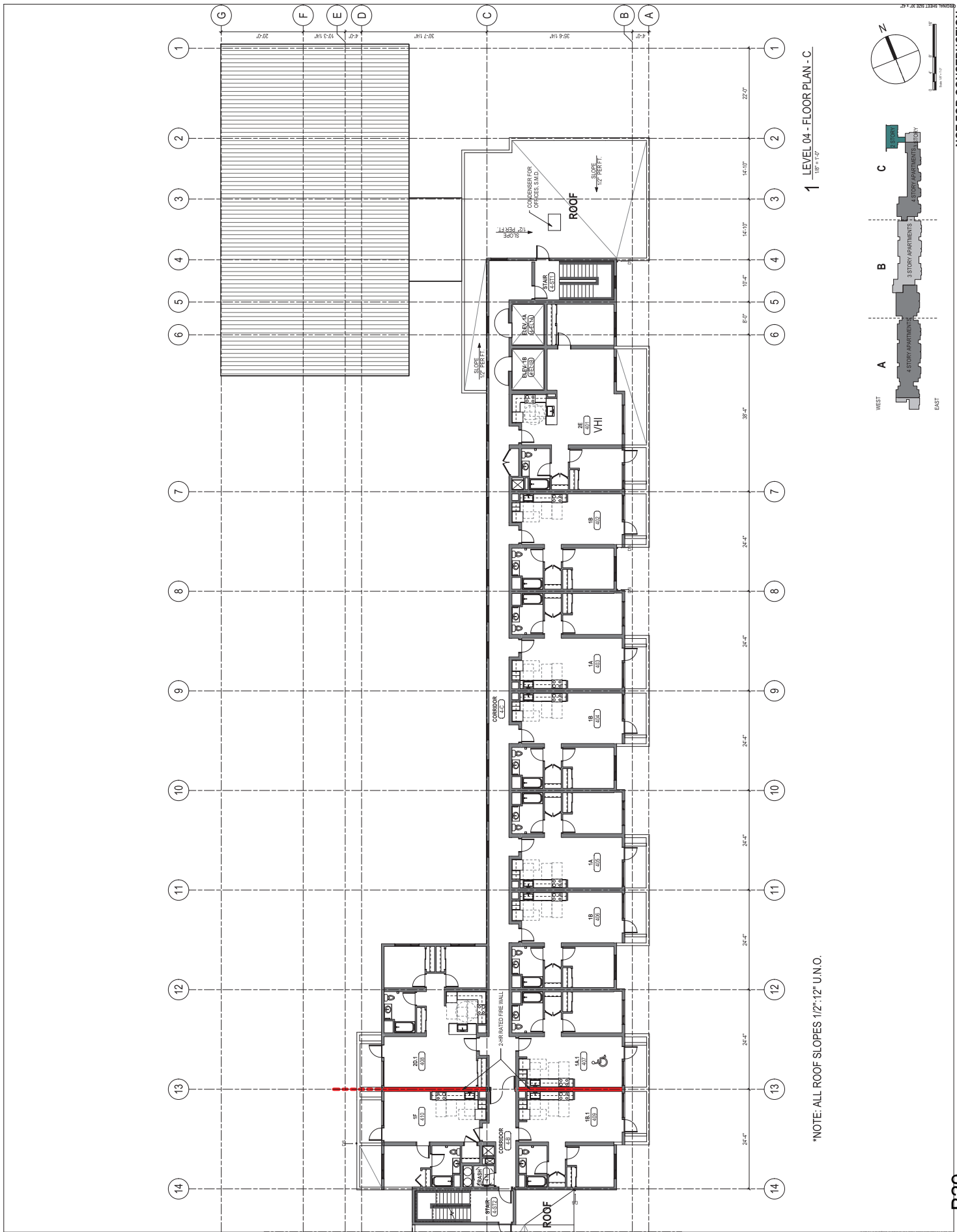
1 LEVEL 04 - FLOOR PLAN - B

*NOTE: ALL ROOF SLOPES 1/2":12" U.N.O.



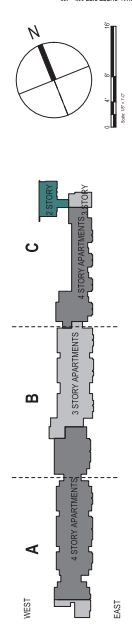
NOT FOR CONSTRUCTION

B28



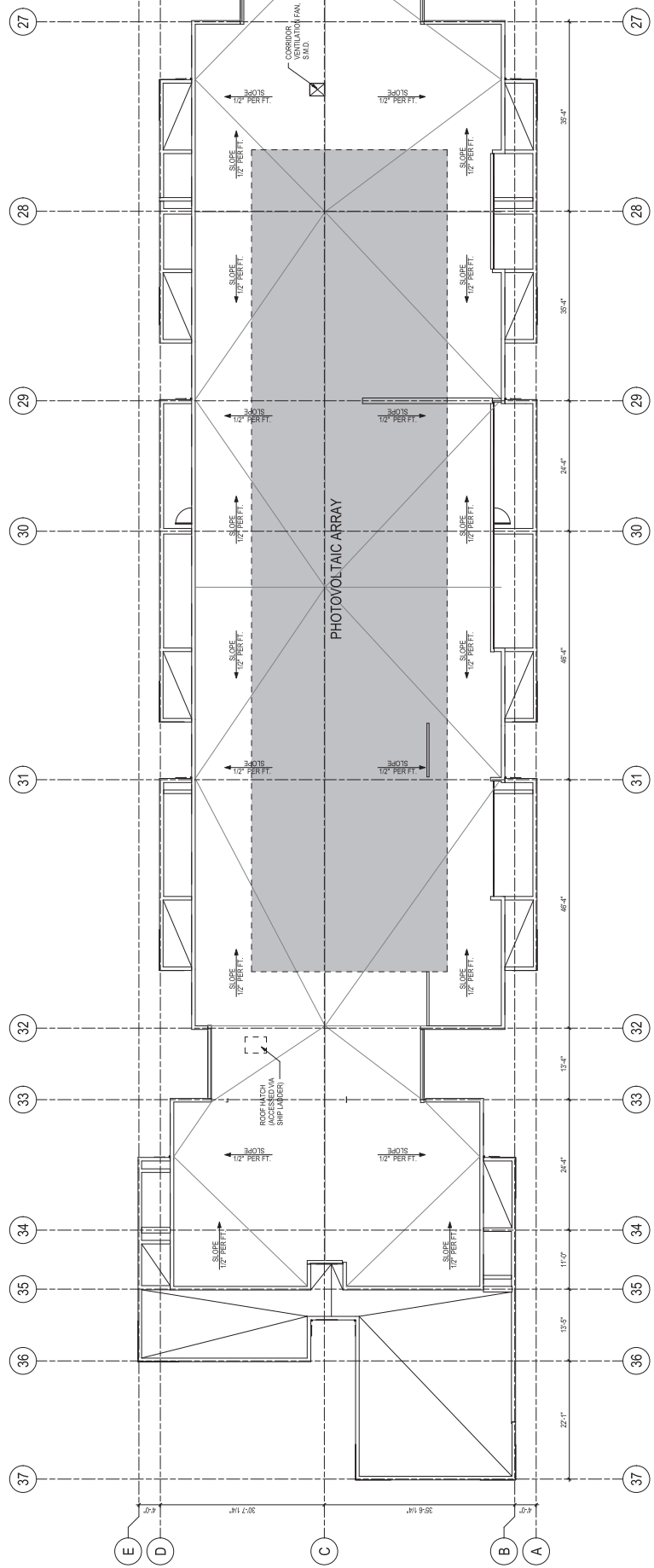
1 LEVEL 04 - FLOOR PLAN - C
 1/8" = 1'-0"

*NOTE: ALL ROOF SLOPES 1/2":12" U.N.O.

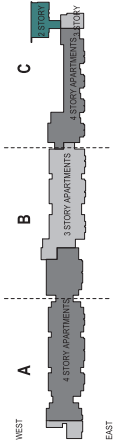
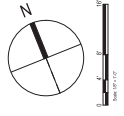


NOT FOR CONSTRUCTION

B29

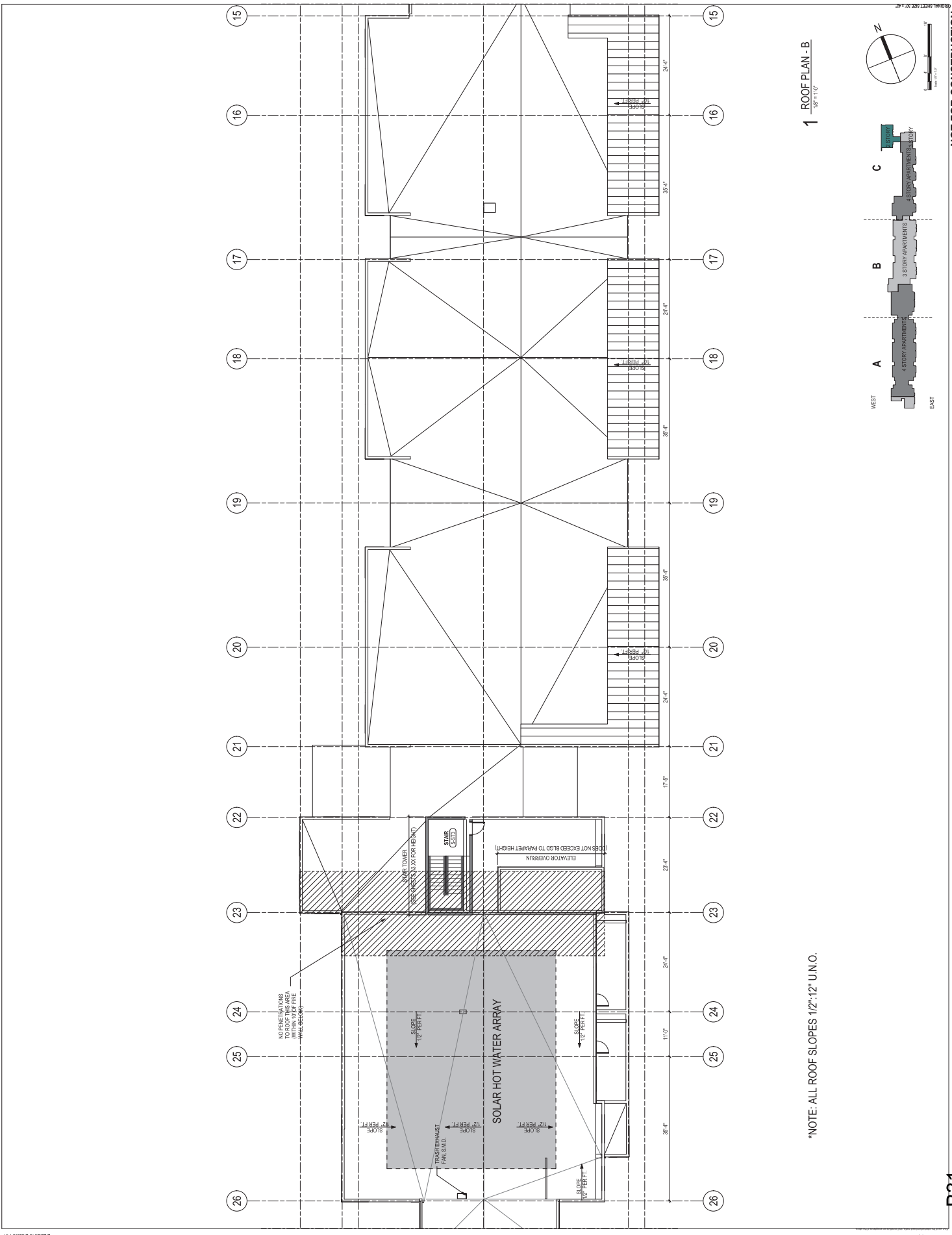


1 ROOF PLAN - A
 1/8" = 1'-0"

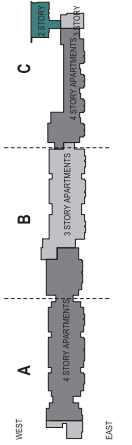
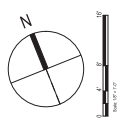


*NOTE: ALL ROOF SLOPES 1/2":12" U.N.O.

NOT FOR CONSTRUCTION

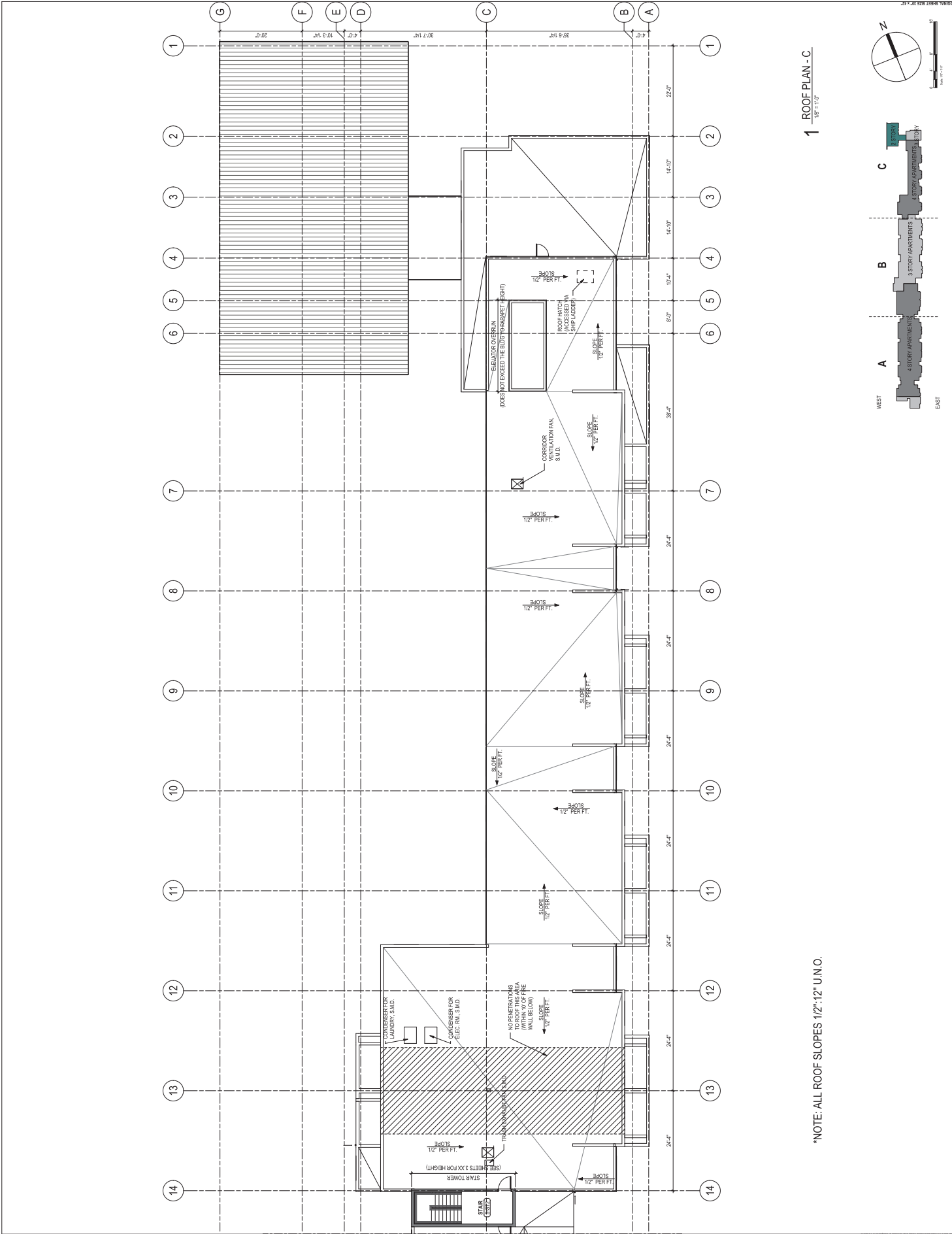


*NOTE: ALL ROOF SLOPES 1/2":12" U.N.O.

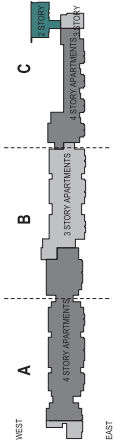
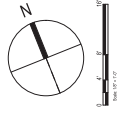


NOT FOR CONSTRUCTION

B31

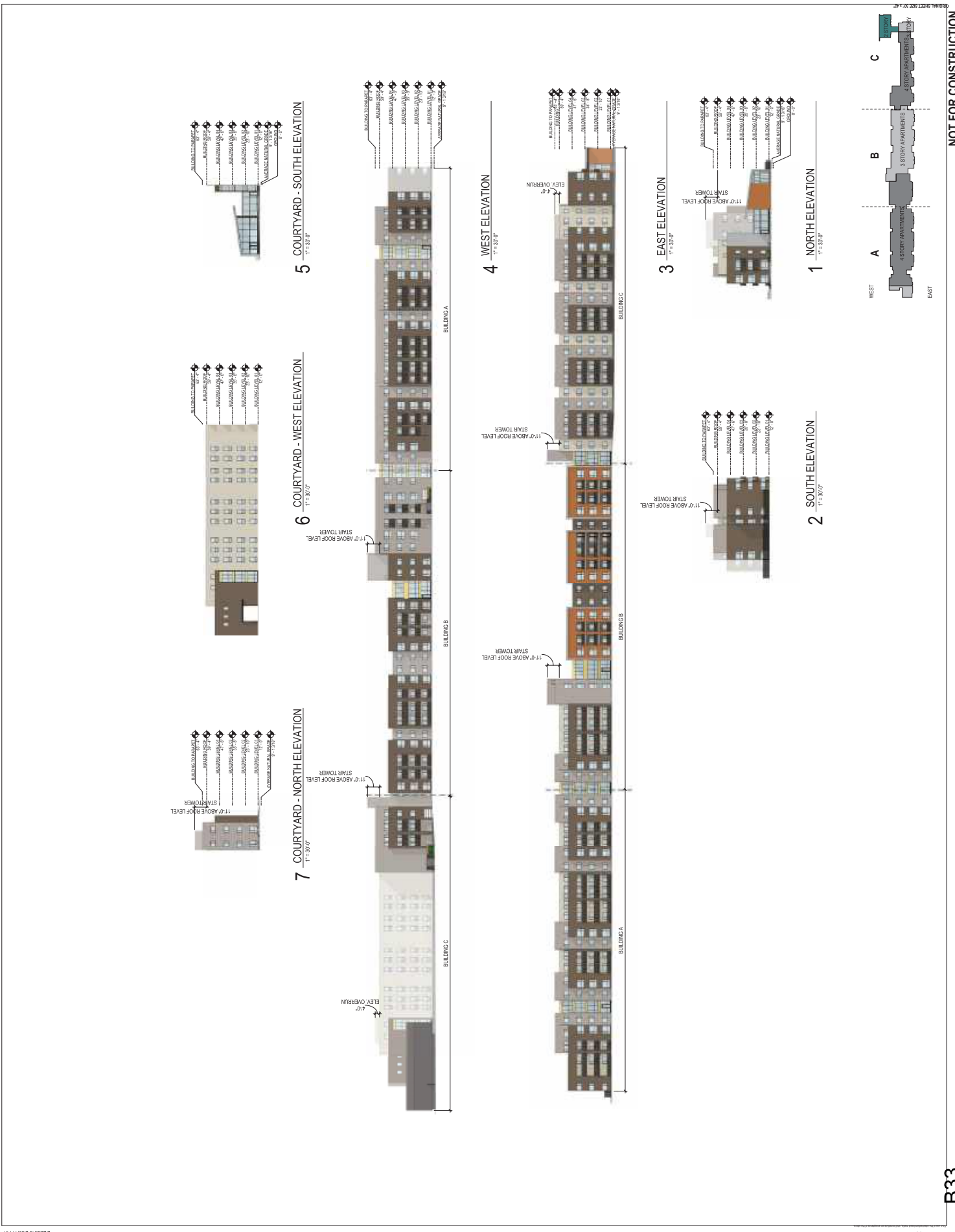


*NOTE: ALL ROOF SLOPES 1/2":12" U.N.O.



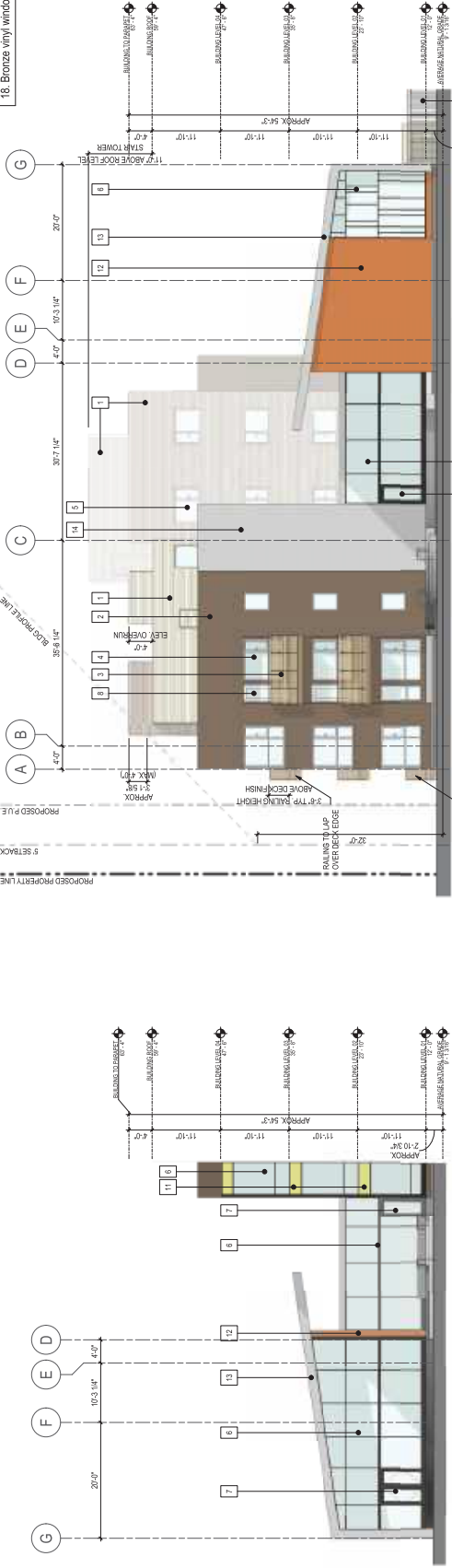
NOT FOR CONSTRUCTION

B32

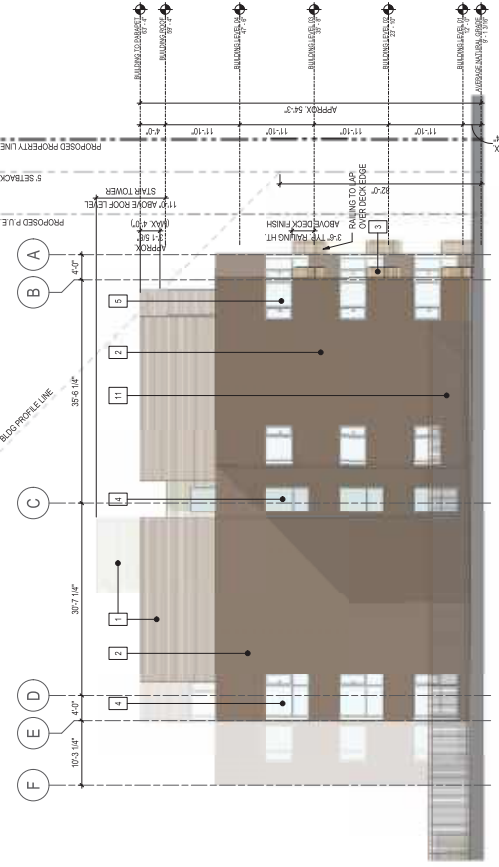


NOT FOR CONSTRUCTION

- MATERIAL LEGEND:**
1. Fiber Cement Lap Sliding, 6" reveal, alternating
 2. Fiber Cement panel
 3. Open wood slat screen / deck railing
 4. White vinyl window in 2" recess w/ 10" sill, typ.
 5. White vinyl window in 2" recess w/ 42" sill, typ.
 6. Storefront System
 7. Storefront Door
 8. Fiberglass patio door
 9. Metal roll-up door
 10. Pld. Aluminum Panel
 11. 7'-0" steel picket security fence
 12. Laminated Wood-Print Panel
 13. Pld. Metal Fascia w/ Mtl. Roofing
 14. Painted Mural, T.B.D.
 15. Metal Cladding
 16. Metal Railings
 17. Bronze vinyl window in 2" recess w/ 10" sill
 18. Bronze vinyl window in 2" recess w/ 42" sill

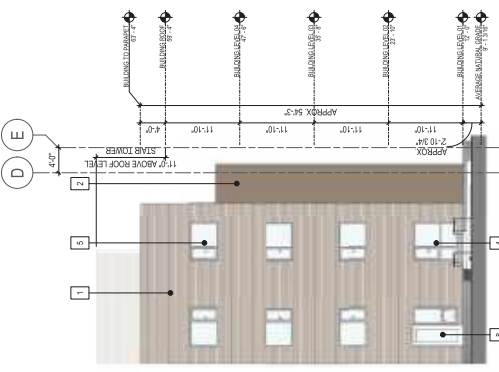


2 NORTH ELEVATION
1/8" = 1'-0"



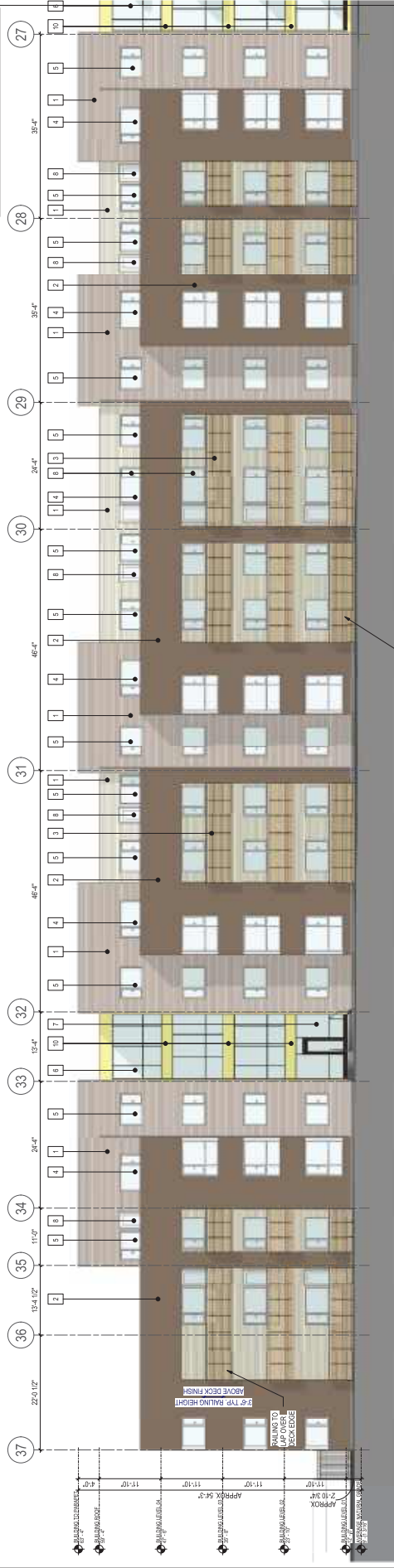
1 SOUTH ELEVATION
1/8" = 1'-0"

4 COURTYARD - SOUTH ELEVATION
1/8" = 1'-0"

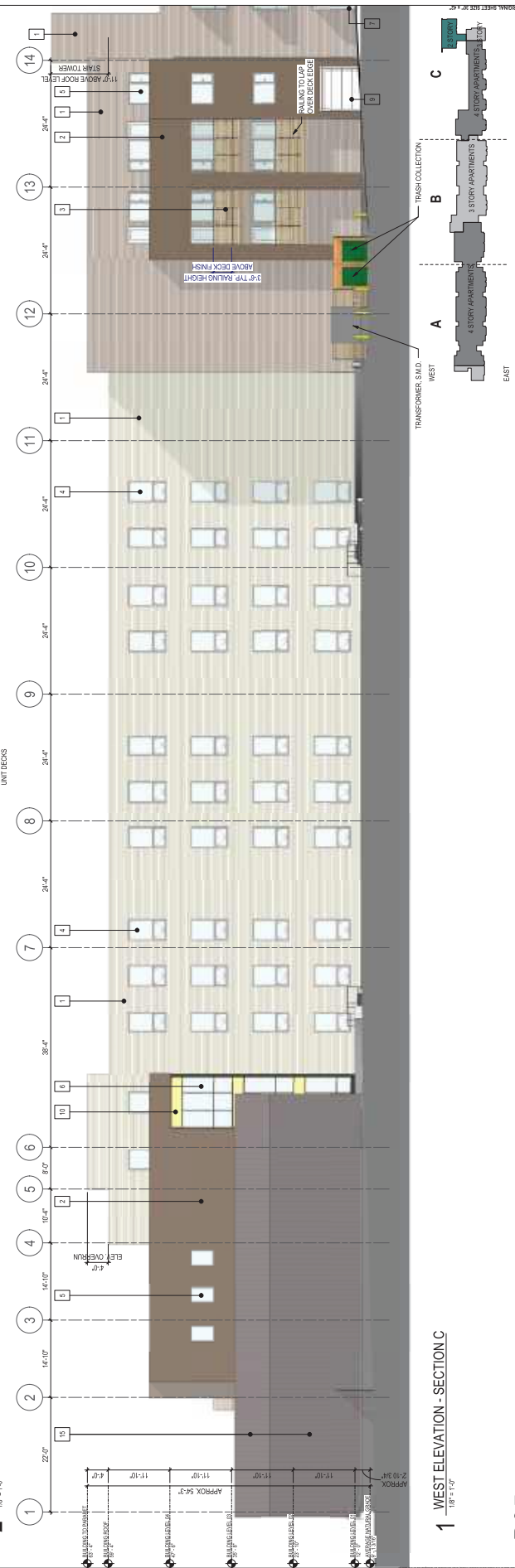


3 COURTYARD - NORTH ELEVATION
1/8" = 1'-0"

- MATERIAL LEGEND:**
- Fiber Cement Lap Siding, 6" reveal, alternating
 - Fiber Cement panel
 - Open wood slat screen / deck railing
 - White vinyl window in 2" recess w/ 10" sill, typ.
 - White vinyl window in 2" recess w/ 4" sill, typ.
 - Storefront System
 - Storefront Door
 - Fiberglass patio door
 - Metal roll-up door
 - Ptd. Aluminum Panel
 - 7'-0" steel picket security fence
 - Laminated Wood-Print Panel
 - Ptd. Metal Fascia w/ Mtl. Roofing
 - Painted Mural, T.B.D.
 - Metal Railings
 - Bronze vinyl window in 2" recess w/ 10" sill
 - Bronze vinyl window in 2" recess w/ 4" sill



2 EAST ELEVATION - SECTION A
 1/8" = 1'-0"



1 WEST ELEVATION - SECTION C
 1/8" = 1'-0"

FOR PERMIT ONLY
 THIS DOCUMENT IS THE PROPERTY OF MITHÜN ARCHITECTS AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF MITHÜN ARCHITECTS.

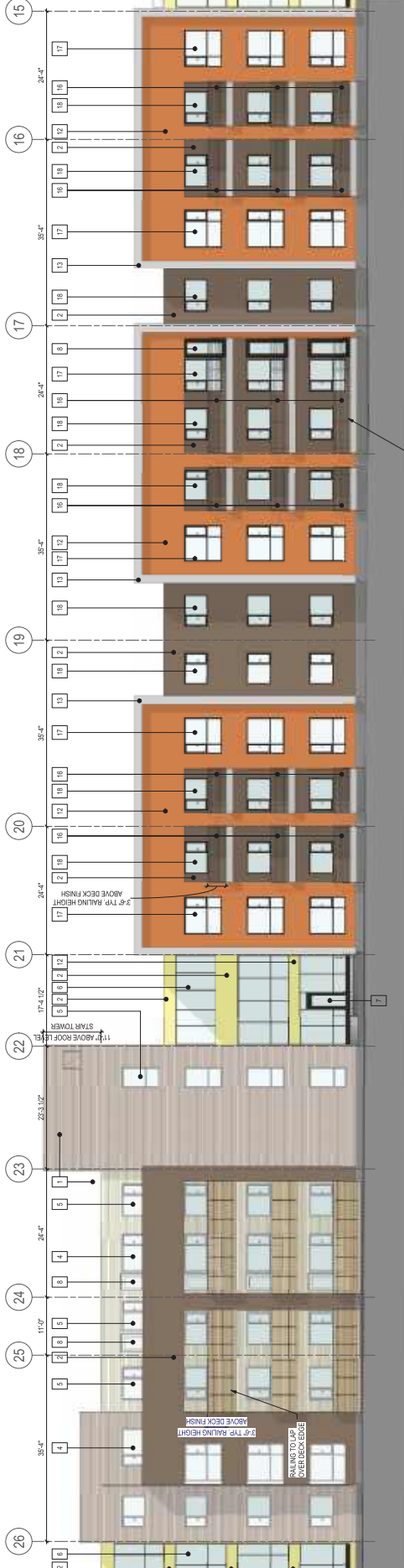
15260000
 FEBRUARY 25, 2019

A3.02a
 ZONING COMPLIANCE RESUBMITTAL

NOT FOR CONSTRUCTION

B35

- MATERIAL LEGEND:**
1. Fiber Cement Lap Sliding, 6" reveal, alternating
 2. Fiber Cement panel
 3. Open wood slat screen / deck railing
 4. White vinyl window in 2" recess w/ 10" sill, typ.
 5. White vinyl window in 2" recess w/ 42" sill, typ.
 6. Storefront System
 7. Storefront Door
 8. Fiberglass patio door
 9. Metal roll-up door
 10. Ptd. Aluminum Panel
 11. 7'-0" steel picket security fence
 12. Laminated Wood-Print Panel
 13. Ptd. Metal Fascia w/ Mtl. Roofing
 14. Painted Mural, T.B.D.
 15. Metal Cladding
 16. Metal Railings
 17. Bronze vinyl window in 2" recess w/ 10" sill
 18. Bronze vinyl window in 2" recess w/ 42" sill



1 EAST ELEVATION - SECTION B
 1/8" = 1'-0"



2 WEST ELEVATION - SECTION B
 1/8" = 1'-0"

NOT FOR CONSTRUCTION

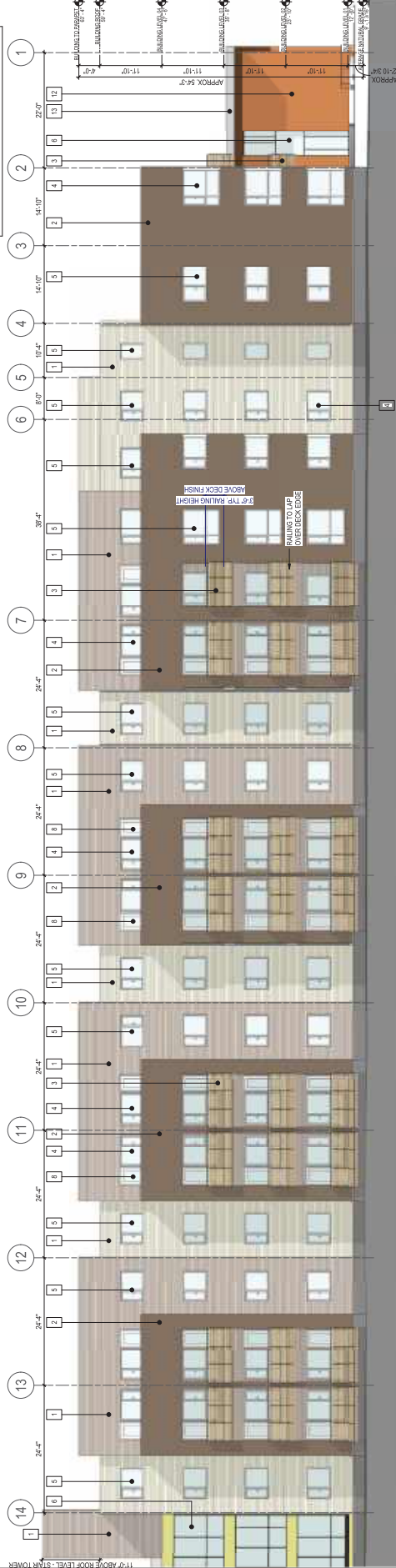
FOR PERMIT ONLY
 THIS DOCUMENT IS PREPARED FOR THE CITY OF MENLO PARK AND IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF MITHUN ARCHITECTS.

BUILDING ELEVATIONS

DATE: 12/20/19
 1528000
 FEBRUARY 25, 2019

A3.02b
 ZONING COMPLIANCE
 RESUBMITTAL

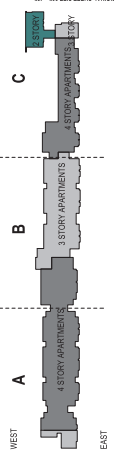
- MATERIAL LEGEND:**
1. Fiber Cement Lap Sliding, 6" reveal, alternating
 2. Fiber Cement panel
 3. Open wood slat screen / deck railing
 4. White vinyl window in 2" recess w/ 10" sill, typ.
 5. White vinyl window in 2" recess w/ 42" sill, typ.
 6. Storefront System
 7. Storefront Door
 8. Fiberglass patio door
 9. Metal roll-up door
 10. Ptd. Aluminum Panel
 11. 7'-0" steel picket security fence
 12. Laminated Wood-Print Panel
 13. Ptd. Metal Fascia w/ Mill. Roofing
 14. Painted Mural: T.B.D.
 15. Metal Cladding
 16. Metal Railings
 17. Bronze vinyl window in 2" recess w/ 10" sill
 18. Bronze vinyl window in 2" recess w/ 42" sill



2 EAST ELEVATION - SECTION C.
 1/8" = 1'-0"



1 WEST ELEVATION - SECTION A
 1/8" = 1'-0"



NOT FOR CONSTRUCTION

B37

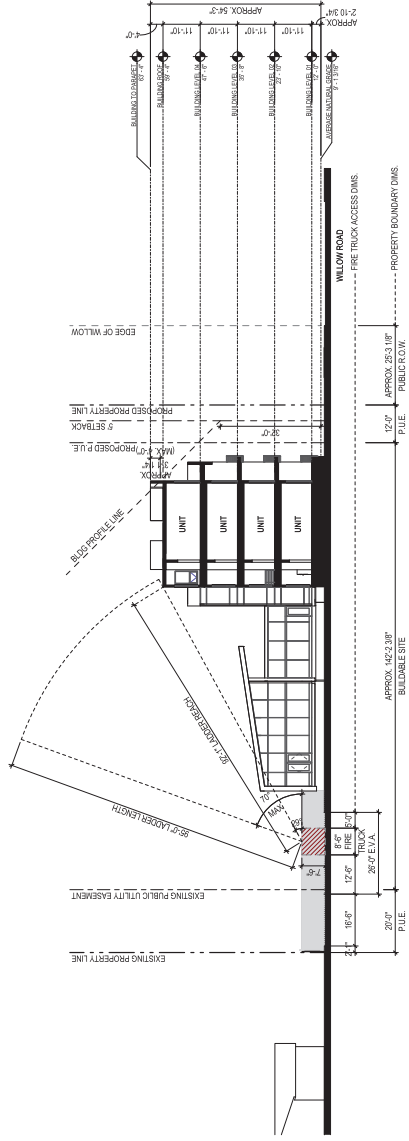
FOR PERMIT ONLY
 THIS DOCUMENT IS THE PROPERTY OF MITHÜN AND SHALL REMAIN THE PROPERTY OF MITHÜN UNLESS SPECIFICALLY STATED OTHERWISE BY THE ARCHITECT OR ENGINEER.

BUILDING ELEVATIONS

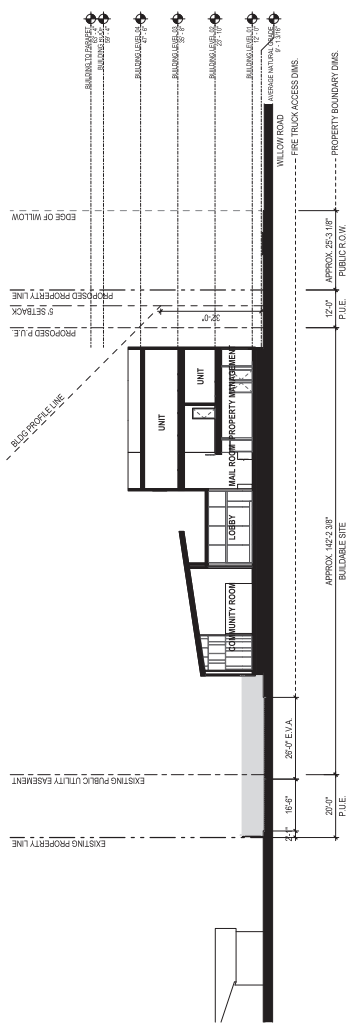
DATE: 12/20/2019
 TIME: 10:00 AM
 PROJECT: GATEWAY FAMILY HOUSING
 LOCATION: 1345 WILLOW ROAD
 MENLO PARK, CA

DATE: FEBRUARY 25, 2019
 PROJECT: GATEWAY FAMILY HOUSING
 LOCATION: 1345 WILLOW ROAD
 MENLO PARK, CA

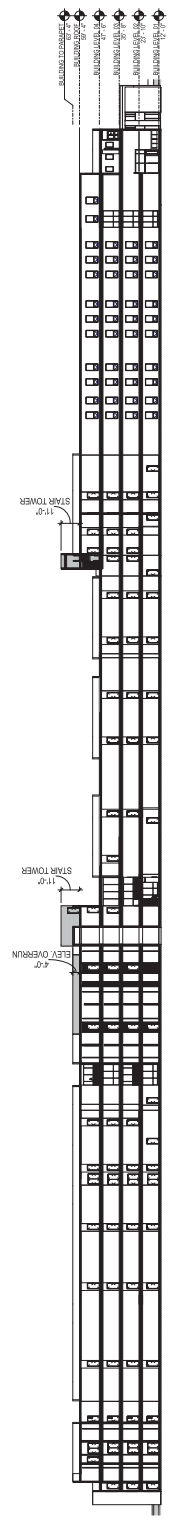
A3.02C
 ZONING COMPLIANCE
 RESUBMITTAL



3 SECTION THRU COURTYARD
 1/8" = 1'-0"

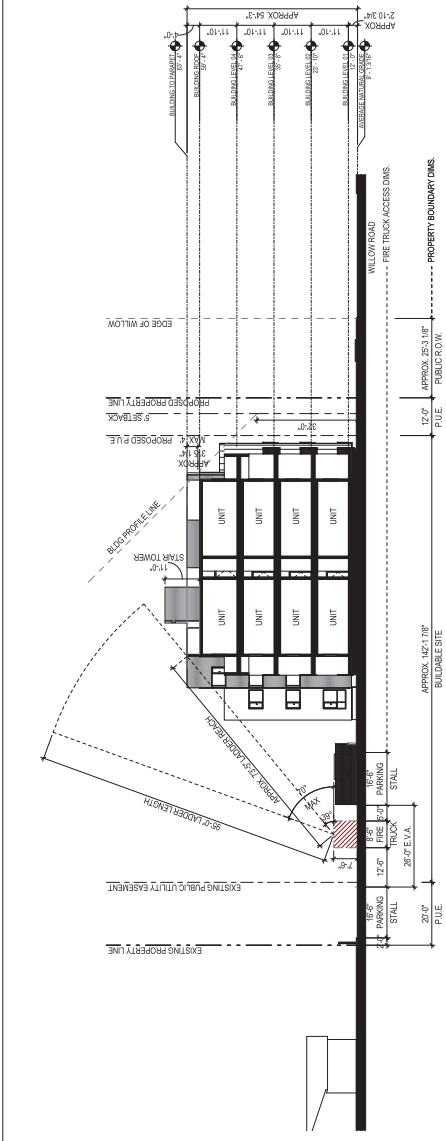


2 SECTION THRU MAIN LOBBY
 1/8" = 1'-0"

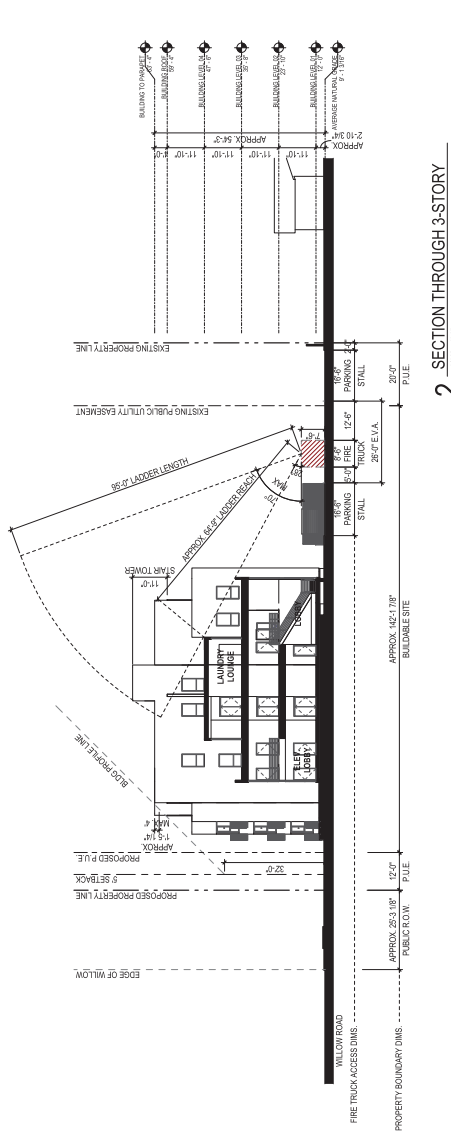


1 LONGITUDINAL SECTION
 1" = 30'-0"

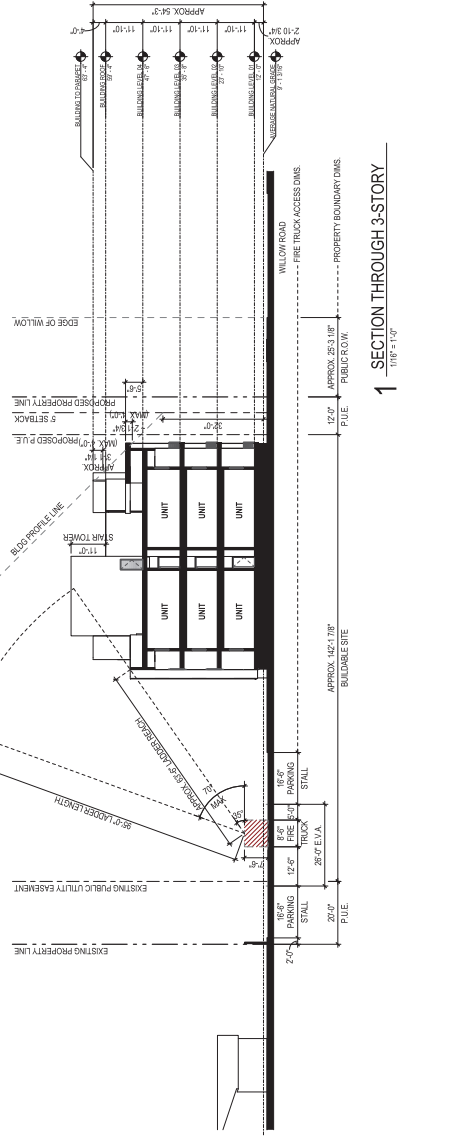
NOT FOR CONSTRUCTION



3 SECTION THROUGH 4-STORY
 1/16" = 1'-0"



2 SECTION THROUGH 3-STORY
 1/16" = 1'-0"



1 SECTION THROUGH 3-STORY
 1/16" = 1'-0"

NOT FOR CONSTRUCTION

B39

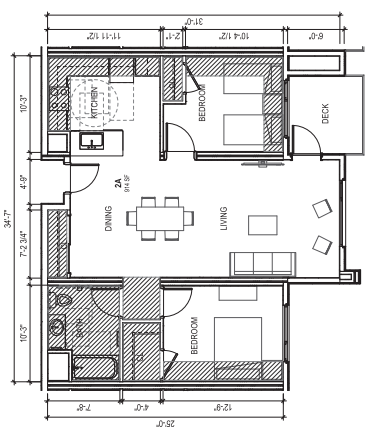
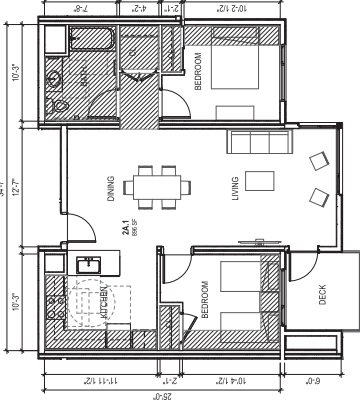
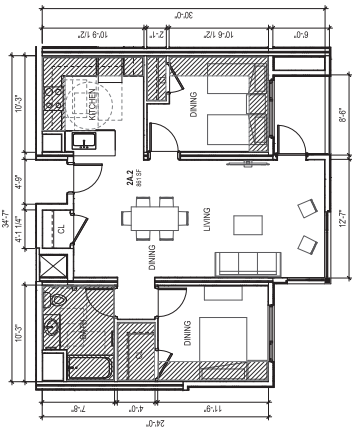
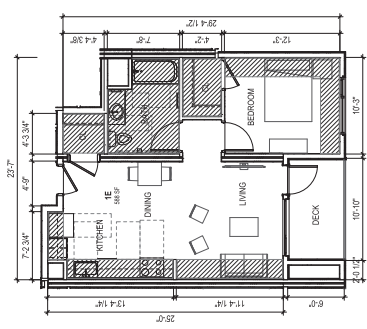
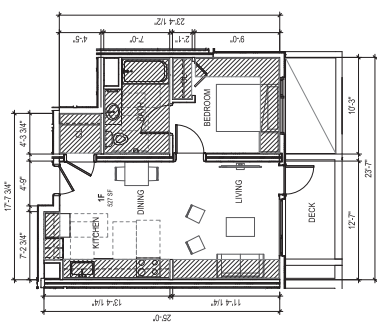
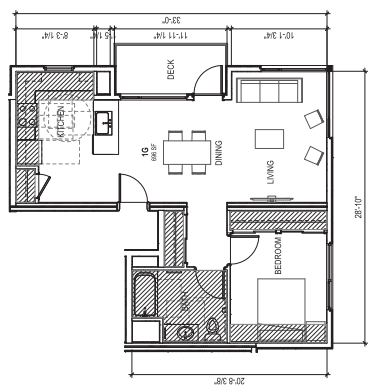
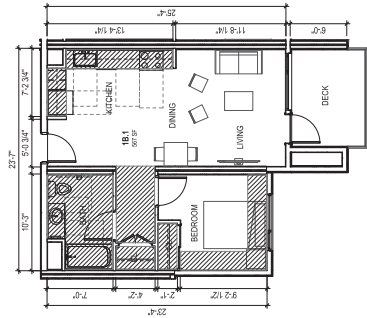
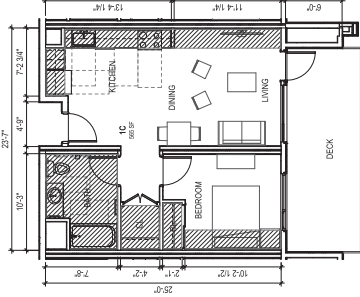
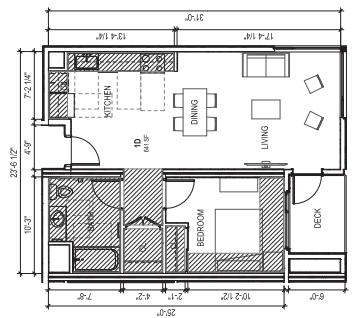
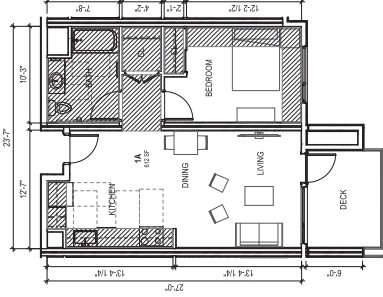
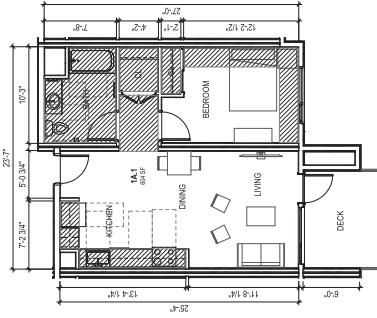
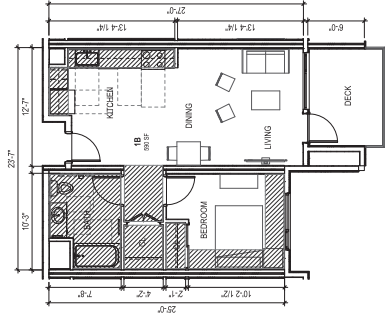
FOR PERMIT ONLY
 THIS DRAWING IS THE PROPERTY OF MITHUN ARCHITECTS AND SHALL REMAIN THE PROPERTY OF MITHUN ARCHITECTS. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF MITHUN ARCHITECTS.

UNIT PLANS

DATE: 02/25/2019

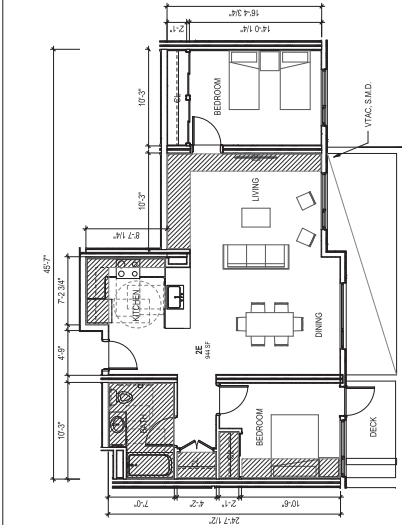
A6.01
 ZONING COMPLIANCE RESUBMITTAL

NOT FOR CONSTRUCTION

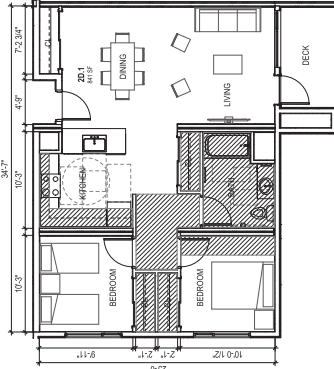


B40

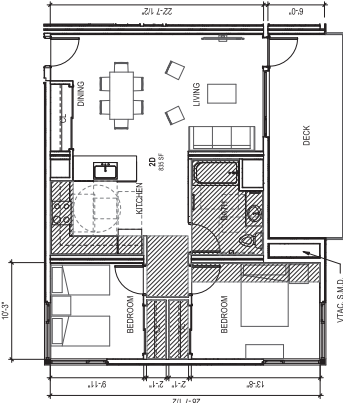
NOTE: PLEASE REFERENCE SHEETS A2.01a-2.04c FOR UNIT LOCATIONS. ALL UNIT TYPES ARE TYPICAL.



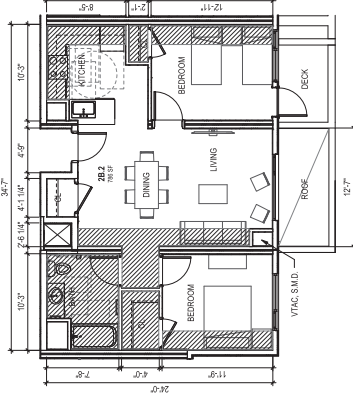
8 UNIT 2E
31'8" x 14'0"



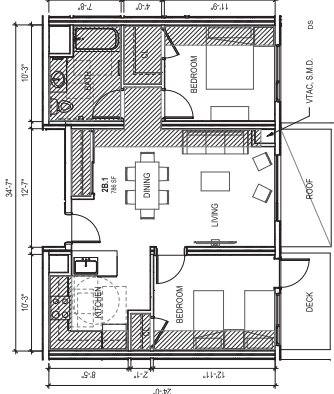
7 UNIT 2D.1
31'8" x 14'0"



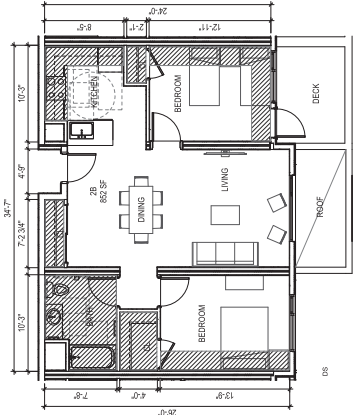
6 UNIT 2D
31'8" x 14'0"



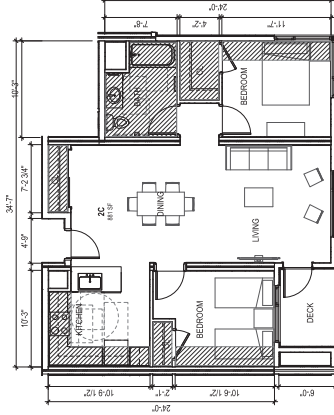
3 UNIT 2B.2
31'8" x 14'0"



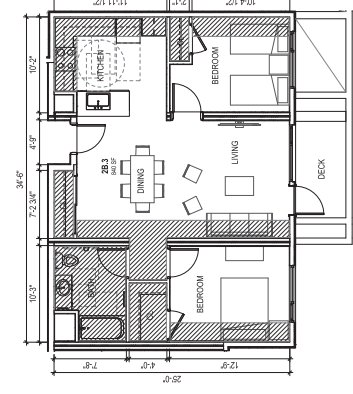
2 UNIT 2B.1
31'8" x 14'0"



1 UNIT 2B
31'8" x 14'0"



5 UNIT 2C
31'8" x 14'0"

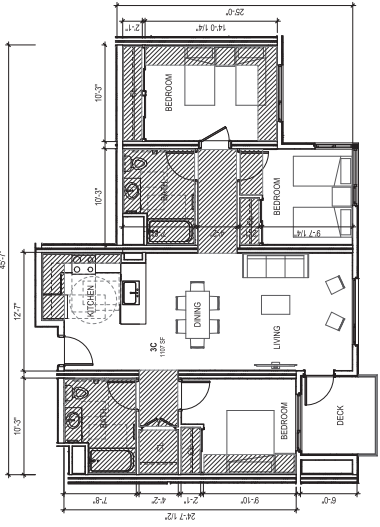


4 UNIT 2C.3
31'8" x 14'0"

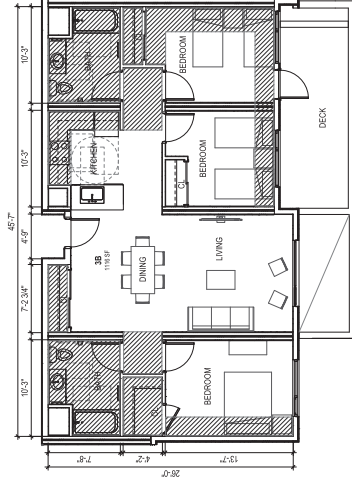
NOTE: PLEASE REFERENCE SHEETS A2.01a-2.04c FOR UNIT LOCATIONS. ALL UNIT TYPES ARE TYPICAL.

NOT FOR CONSTRUCTION

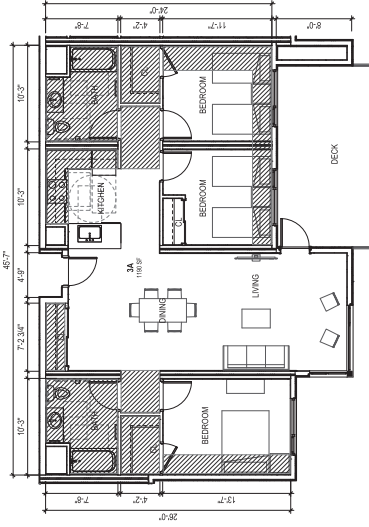
NO.	DATE	DESCRIPTION
AT		ADD COMMENTS
AD		ADD COMMENTS
ED		ADD COMMENTS



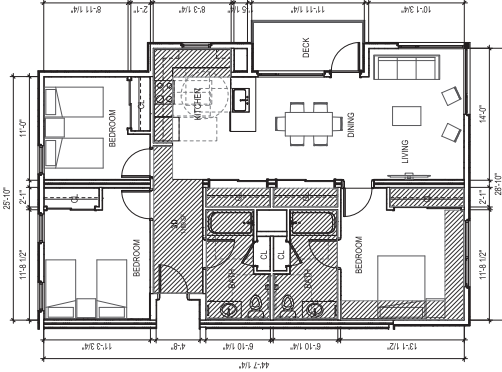
3 UNIT 3C
31'0" x 13'0"



2 UNIT 3B
31'0" x 13'0"



1 UNIT 3A
31'0" x 13'0"

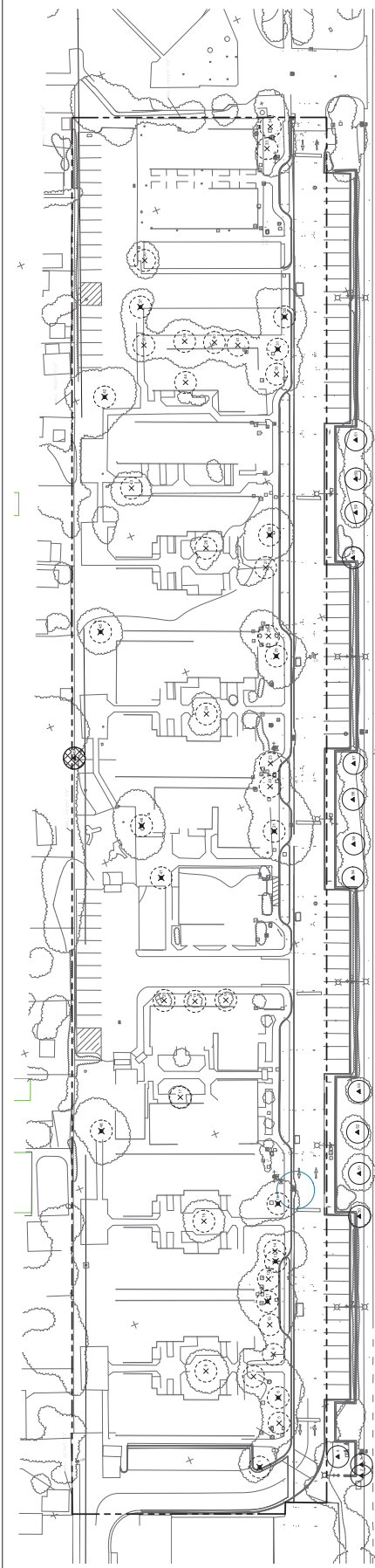


4 UNIT 3D
31'0" x 13'0"

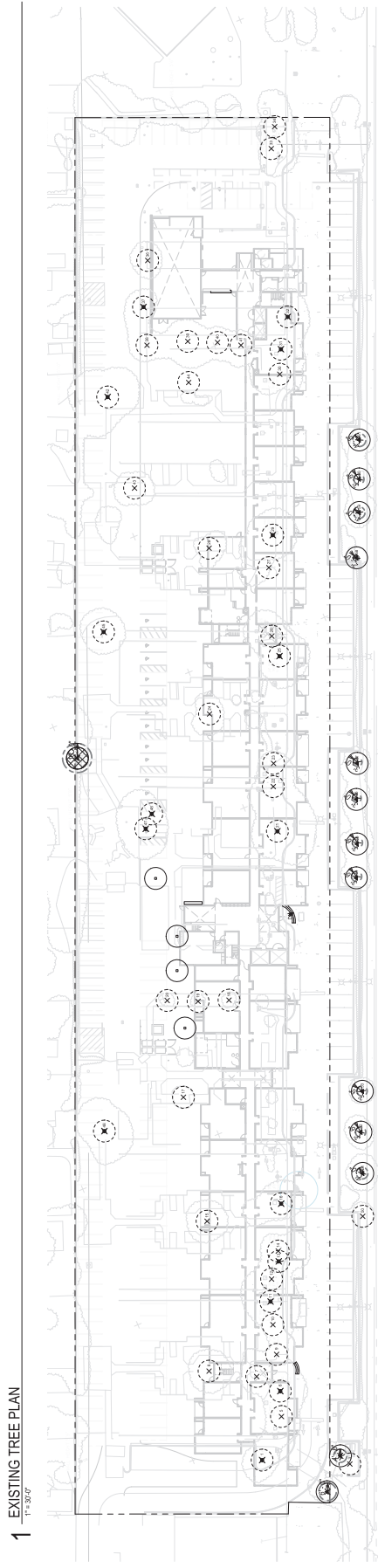
NOTE: PLEASE REFERENCE SHEETS A2.01a-2.04c FOR UNIT LOCATIONS. ALL UNIT TYPES ARE TYPICAL.

NOT FOR CONSTRUCTION

1 EXISTING TREE PLAN
 1" = 30' 0"



2 TREE DEMOLITION PLAN PROPOSED
 1" = 30' 0"



ON-SITE TREE ASSESSMENT

Tree No.	Comments	Demolish	Retain	Heritage Tree	Condition (Improve/Retain/Remove)
1	#1 (Raywood Ash)	Yes	15	Yes	3
2	#2 (Raywood Ash)	No	13	No	3
3	#3 (Raywood Ash)	No	10	No	3
4	#4 (Raywood Ash)	No	10	No	3
5	#5 (Raywood Ash)	Yes	13	No	3
6	#6 (Raywood Ash)	Yes	18	Yes	4
7	#7 (Raywood Ash)	Yes	14	Yes	4
8	#8 (Raywood Ash)	Yes	14	Yes	4
9	#9 (Raywood Ash)	Yes	14	Yes	4
10	#10 (Raywood Ash)	Yes	18	Yes	3
11	#11 (Raywood Ash)	Yes	15	Yes	3
12	#12 (Raywood Ash)	Yes	16	Yes	3
13	#13 (Raywood Ash)	Yes	15	Yes	3
14	#14 (Raywood Ash)	Yes	11	Yes	3
15	#15 (Raywood Ash)	Yes	13	No	3
16	#16 (Raywood Ash)	Yes	13	No	3
17	#17 (Raywood Ash)	Yes	14	Yes	3
18	#18 (Raywood Ash)	Yes	14	Yes	3
19	#19 (Raywood Ash)	Yes	15	Yes	3
20	#20 (Raywood Ash)	Yes	15	Yes	3
21	#21 (Raywood Ash)	Yes	12	No	3
22	#22 (Raywood Ash)	Yes	12	No	3
23	#23 (Raywood Ash)	Yes	12	No	3
24	#24 (White Alder)	Yes	21	Yes	4

ON-SITE TREE ASSESSMENT

Tree No.	Comments	Demolish	Retain	Heritage Tree	Condition (Improve/Retain/Remove)
25	#25 (Raywood Ash)	Yes	24	Yes	3
26	#26 (Raywood Ash)	Yes	14	No	3
27	#27 (Raywood Ash)	Yes	12	No	3
28	#28 (Raywood Ash)	Yes	20	No	3
29	#29 (Raywood Ash)	Yes	20	No	3
30	#30 (Raywood Ash)	Yes	14	No	2
31	#31 (Raywood Ash)	Yes	9	No	3
32	#32 (Raywood Ash)	Yes	9	No	3
33	#33 (Raywood Ash)	Yes	18	Yes	3
34	#34 (Raywood Ash)	Yes	15	Yes	3
35	#35 (Raywood Ash)	Yes	16	Yes	3
36	#36 (Raywood Ash)	Yes	12	Yes	3
37	#37 (Raywood Ash)	Yes	15	Yes	3
38	#38 (Raywood Ash)	Yes	15	Yes	3
39	#39 (Raywood Ash)	Yes	14	No	3
40	#40 (Raywood Ash)	Yes	15	Yes	3
41	#41 (White Alder)	Yes	12	No	3
42	#42 (White Alder)	Yes	21	Yes	4

ON-SITE TREE ASSESSMENT

Tree No.	Comments	Demolish	Retain	Heritage Tree	Condition (Improve/Retain/Remove)
43	#43 (Catalpa Pear)	Yes	13	No	3
44	#44 (Catalpa Pear)	Yes	13	No	3
45	#45 (White Alder)	Yes	15	Yes	3
46	#46 (White Alder)	Yes	15	Yes	3
47	#47 (White Alder)	Yes	19	Yes	3
48	#48 (White Alder)	Yes	27	Yes	4
49	#49 (White Alder)	No	22, 19	Yes	4
50	#50 (London Plane)	Yes	8	No	3
51	#51 (London Plane)	Yes	7	No	3
52	#52 (London Plane)	No	7	No	3
53	#53 (London Plane)	No	7	No	3
54	#54 (London Plane)	No	7	No	3
55	#55 (London Plane)	No	6	No	3
56	#56 (London Plane)	No	6	No	3
57	#57 (London Plane)	No	6	No	3
58	#58 (London Plane)	No	4	No	3
59	#59 (London Plane)	No	4	No	3
60	#60 (London Plane)	No	7	No	3
61	#61 (London Plane)	No	3	No	3
62	#62 (Coast Live Oak)	Yes	6	No	2

NOTES:
 #62 IS A VOLUNTEER BROWNING WITHIN AN AUSTRALIAN TEA SHRUB, AND IS NOT SHOWN ON THE PLAN. PROPOSED FOR REMOVAL FOR RIGHT-OF-WAY.

HERITAGE TREE MITIGATION

Total Plant Species to be Replaced: 6
 Heritage Tree Species Proposed for Replant: 21
Net Gain: 15

Plant Species:
 (1) PLATANUS X ACERIFOLIA COLUMBIA 24" BOX
 (2) LUPASTEMAN CONFERTUS 24" BOX
 (3) LUPASTEMAN CONFERTUS 24" BOX

42 TOTAL 2:1 REPLACEMENT RATIO

Notes:
 1. A total of 124 new trees are proposed for the site overall
 2. See Planting Plan, BHNL2.01 for new tree locations



1 SITE LAYOUT PLAN-OVERALL
 1/4" = 30'-0"

PLAN LEGEND

	CONCRETE		ARTIFICIAL TURF GRASS		VINES
	DECOMPOSED GRANITE		PLANTING AREA		RAIN GARDEN
	STABILIZED DECOMPOSED GRANITE		BORETENTION AREA		GRASSES
	WOOD DECK		VEGETABLES GARDEN		TREES



1 ENLARGEMENT 1 - COURTYARD
 1/8" = 1'-0"

PLAN LEGEND

	CONCRETE		ARTIFICIAL TURF GRASSES		VINES
	DECOMPOSED GRANITE		PLANTING AREA		RAIN GARDEN
	STABLED DECOMPOSED GRANITE		BIKE RETENTION AREA		GRASSES
	WOOD DECK		VINE TABLES GARDEN		TREES

NOT FOR CONSTRUCTION

B46



MOVEABLE TABLES AND CHAIRS, WOOD AND STEEL
 WOOD DECK
 RAINGARDEN

PLANTED BERM

STABILIZED DECOMPOSED GRANITE PATH

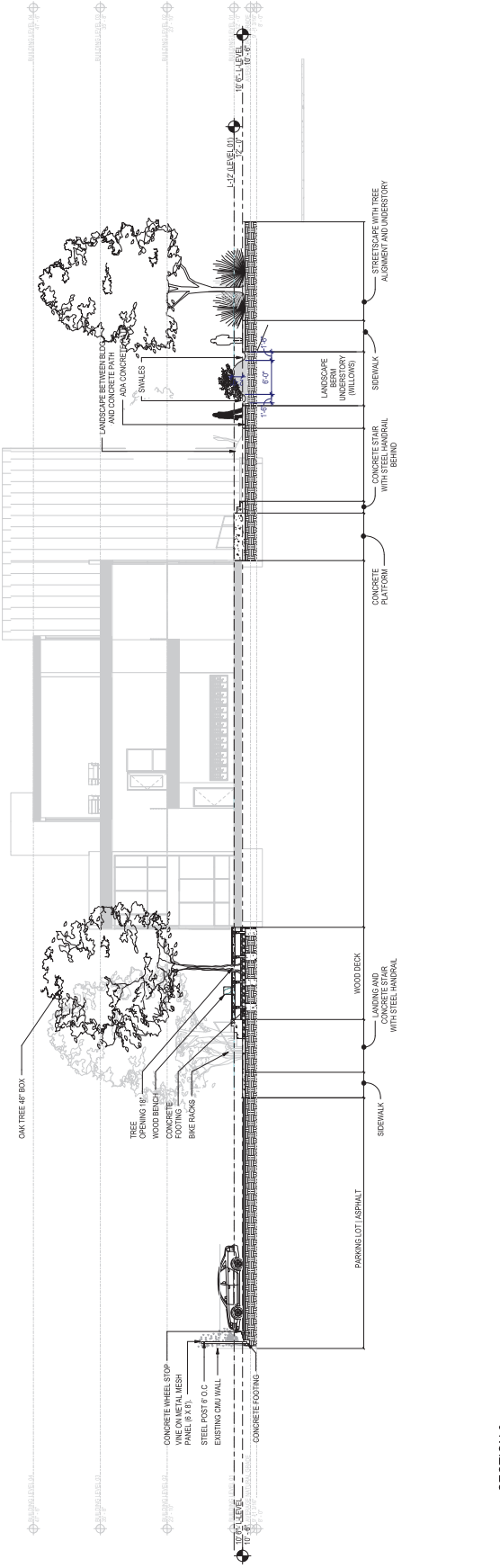
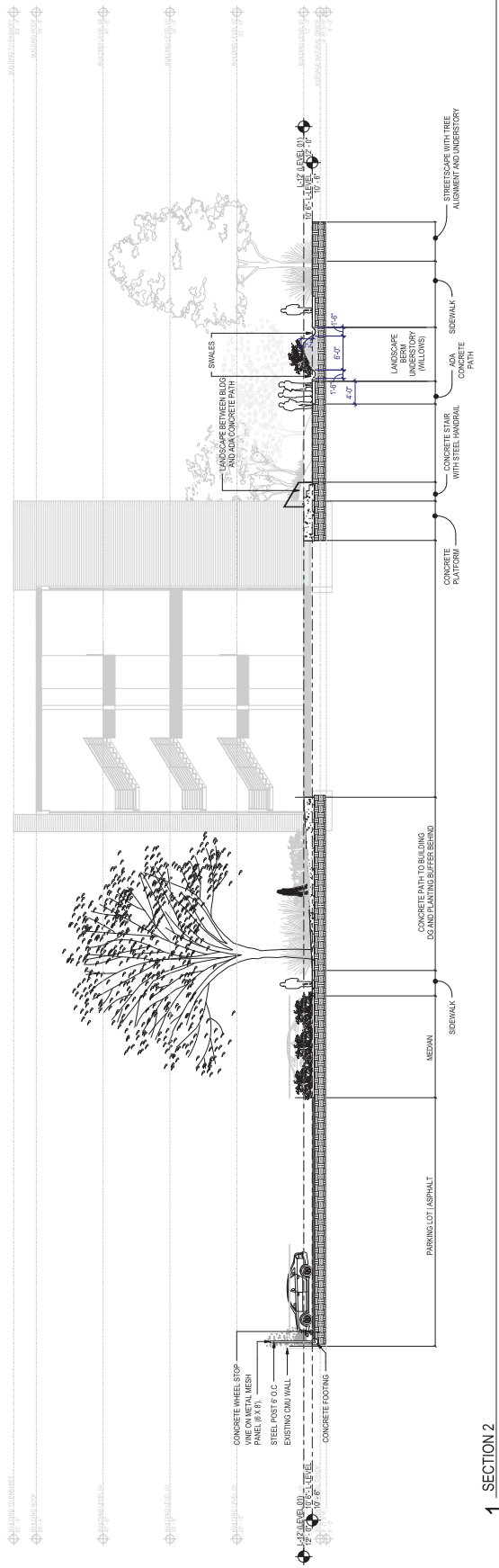


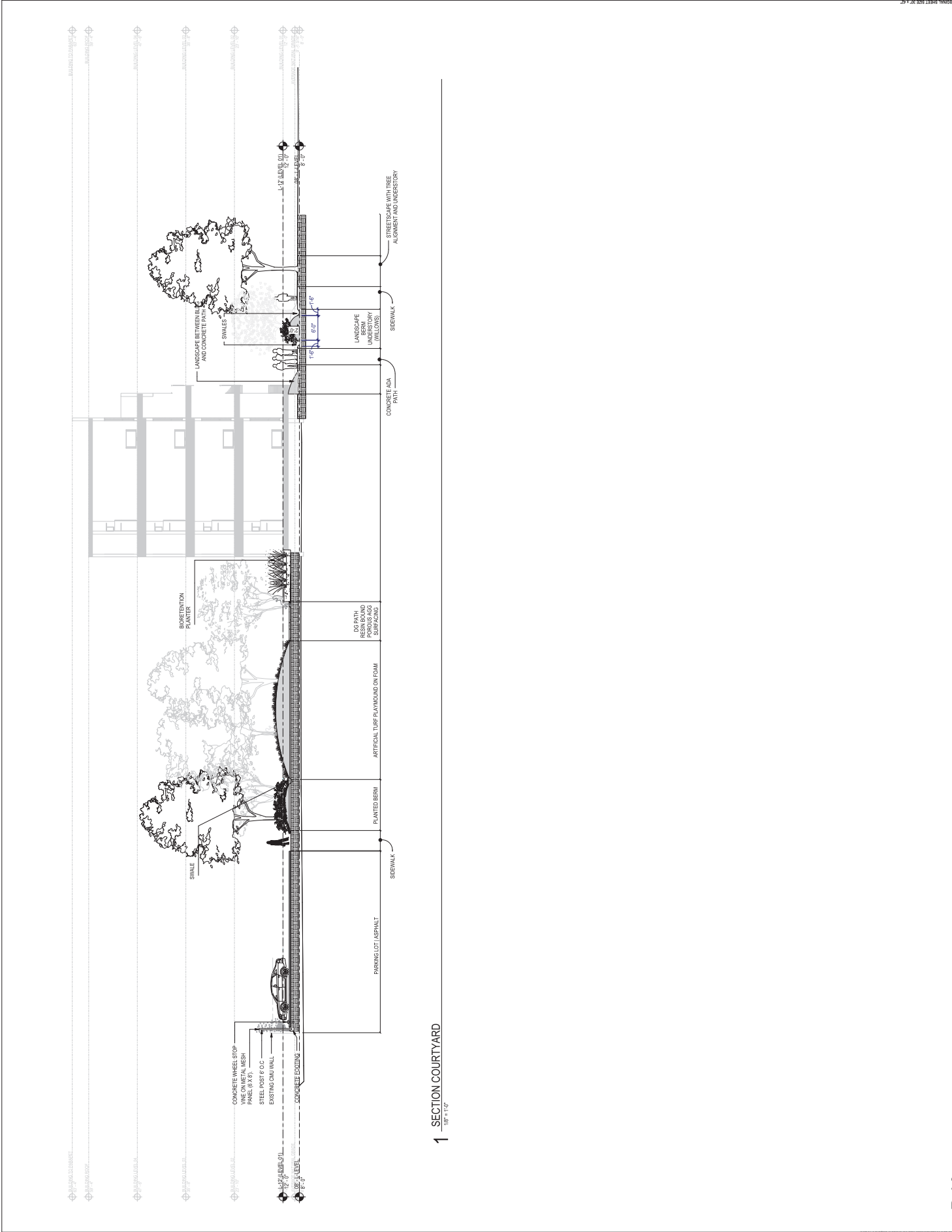
CONCRETE BIORETENTION PLANTER/BENCH TYP.

MOVEABLE TABLES AND CHAIRS, WOOD AND STEEL

ARTIFICIAL TURF PLAYGROUND

STABILIZED DECOMPOSED GRANITE PATH





1 SECTION COURTYARD
 10'-0" = 1'-0"

NOT FOR CONSTRUCTION

TREES LEGEND



UNDERSTORY LEGEND



BIORETENTION LEGEND

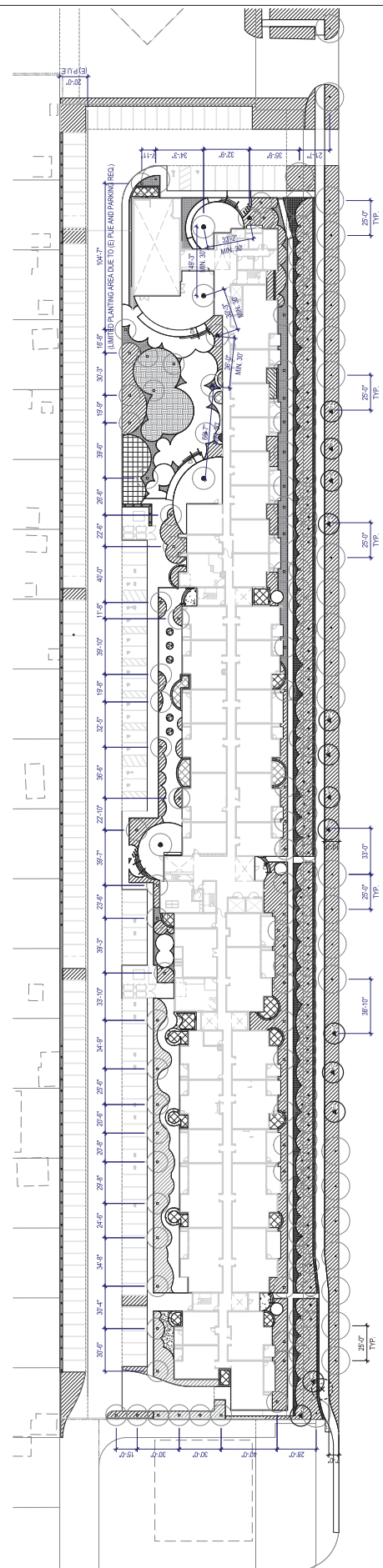


CITY	BOTANICAL NAME	COMMON NAME	FOURAGE	SIZE	ON-CENTER SPACING	WATER USE	LIGHT REQUIREMENTS
TREES							
88	<i>Larrea tridentata</i>	CREOSOTE BUSH	EVERGREEN	24" BOX	AS SHOWN	LOW	FULL SUN
25	<i>Platanus x occidentalis</i>	LONDON PLANE	DECIDUOUS	24" BOX	AS SHOWN	MEDIUM	FULL SUN
7	<i>Quercus agrifolia</i>	CONSTANT LIVE OAK	EVERGREEN	48" BOX	AS SHOWN	LOW	FULL SUN
121							

UNDERSTORY			
BOTANICAL NAME	COMMON NAME	SIZE	ON-CENTER SPACING
<i>Monardella villosa</i>	WANDERER	5 GALLON	2'-0"
<i>Conium maculatum</i>	GOLD SPASH MIRROR	5 GALLON	2'-0"
<i>Asplenium platyneuron</i>	FLAT IRONRUBBER GUSSET	1 GALLON	12'-0"
<i>Asplenium platyneuron</i>	ORNAMENTAL	1 GALLON	12'-0"
<i>Asplenium platyneuron</i>	STRAWBERRY	5 GALLON	2'-0"
<i>Asplenium platyneuron</i>	ORANGE-GRAPE	5 GALLON	2'-0"
<i>Asplenium platyneuron</i>	BEER GRASS	5 GALLON	2'-0"
<i>Asplenium platyneuron</i>	FASSONIA VINE	5 GALLON	2'-0"
<i>Asplenium platyneuron</i>	FOOTBALL PENTSTEMON	1 GALLON	12'-0"
<i>Asplenium platyneuron</i>	SALT GRASS	5 GALLON	2'-0"
<i>Asplenium platyneuron</i>	PURPLE SAGE	5 GALLON	2'-0"
<i>Asplenium platyneuron</i>	BLUE-ETIO GRASS	1 GALLON	12'-0"
<i>Asplenium platyneuron</i>	POTATOE VINE	5 GALLON	2'-0"
BIORETENTION			
BOTANICAL NAME	COMMON NAME	SIZE	ON-CENTER SPACING
<i>Asplenium platyneuron</i>	CAPE RUSH	1 GALLON	2'-0"
<i>Asplenium platyneuron</i>	BAHO FESCUE	1 GALLON	2'-0"
<i>Asplenium platyneuron</i>	HAIR GRASS	1 GALLON	2'-0"
<i>Asplenium platyneuron</i>	WIND RICE	1 GALLON	4'-0"
<i>Asplenium platyneuron</i>	DIWANE MAT RUSH	1 GALLON	2'-0"
<i>Asplenium platyneuron</i>	STICKY RICE	1 GALLON	2'-0"
<i>Asplenium platyneuron</i>	STICKY RICE	1 GALLON	2'-0"
<i>Asplenium platyneuron</i>	CALIFORNIA GREY RUSH	1 GALLON	2'-0"
<i>Asplenium platyneuron</i>	HUMMINGBIRD SAGE	1 GALLON	2'-0"

TREES TO REMAIN			
Tree No.	Comments	Tree Diameter (in.)	Canopy (Top of Branches) (ft.)
2	12' (Raymond 4/1)	13"	3'
48	14' (California Black Walnut, Elevation Estimated) 10' (Redwood 4/1)	22-18"	1'
51	14' (London Plane, Elevation Estimated)	8"	4'
52	14' (London Plane, Elevation Estimated)	7"	3'
53	14' (London Plane, Elevation Estimated)	7"	3'
54	14' (London Plane, Elevation Estimated)	7"	3'
55	14' (London Plane, Elevation Estimated)	7"	3'
56	14' (London Plane, Elevation Estimated)	6"	3'
57	14' (London Plane, Elevation Estimated)	6"	3'
58	14' (London Plane, Elevation Estimated)	4"	3'
59	14' (London Plane, Elevation Estimated)	4"	3'
60	14' (London Plane, Elevation Estimated)	4"	3'
61	14' (London Plane, Elevation Estimated)	4"	3'

NOTE: ALL PROPOSED TREE SPECIES IN PUBLIC ROW SHALL BE SUBJECT TO APPROVAL BY THE CITY ARBORIST



NOTE:
 1. ALL PROPOSED TREE SPECIES IN PUBLIC ROW SHALL BE SUBJECT TO APPROVAL BY THE CITY ARBORIST.
 2. ALL PROPOSED TREE SPECIES IN PUBLIC ROW SHALL BE SUBJECT TO APPROVAL FROM THE CITY ARBORIST PRIOR TO APPROVAL.

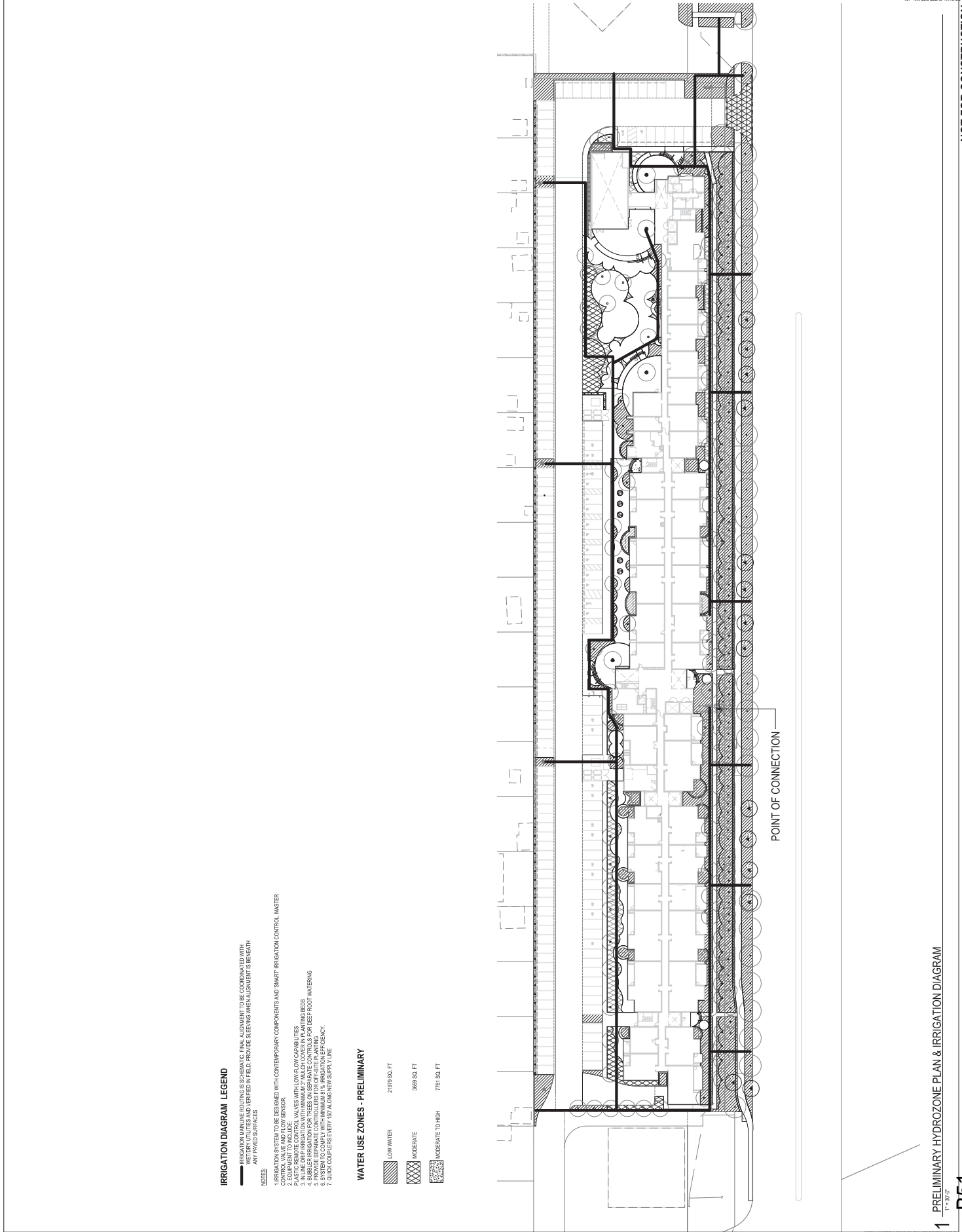
IRRIGATION DIAGRAM LEGEND

- 1. IRRIGATION SYSTEM TO BE DESIGNED WITH CONTEMPORARY COMPONENTS AND SMART IRRIGATION CONTROL. MASTER VALVE TO BE LOCATED IN MECHANICAL ROOM.
- 2. EQUIPMENT TO INCLUDE:
 - PLASTIC REMOTE CONTROL VALVES WITH LOW FLOW CAPABILITIES
 - PLASTIC REMOTE CONTROL VALVES WITH LOW FLOW CAPABILITIES
 - PLASTIC REMOTE CONTROL VALVES WITH LOW FLOW CAPABILITIES
 - PLASTIC REMOTE CONTROL VALVES WITH LOW FLOW CAPABILITIES
- 3. BUBBLER IRRIGATION FOR TREES ON SEPARATE CONTROLS FOR DEEP ROOT WATERING
- 4. BUBBLER IRRIGATION FOR TREES ON SEPARATE CONTROLS FOR DEEP ROOT WATERING
- 5. SYSTEM TO COMPLY WITH ILLINOIS STATE IRRIGATION EFFICIENCY
- 6. SYSTEM TO COMPLY WITH ILLINOIS STATE IRRIGATION EFFICIENCY
- 7. QUICK COUPLERS EVERY 150' ALONG NEW SUPPLY LINE

NOTES:

WATER USE ZONES - PRELIMINARY

LOW WATER	2199 SQ. FT
MODERATE	3669 SQ. FT
MODERATE TO HIGH	7761 SQ. FT



1 PRELIMINARY HYDROZONE PLAN & IRRIGATION DIAGRAM
 1" = 30' (P)

B51

NOT FOR CONSTRUCTION

PROPOSED PLANT PALETTE - trees



Brisbane Box
Lophosemon confertus



Platanus Columbia
Platanus acerifolia var. 'Columbia'



Oak
Quercus agrifolia



Gray Willow
Salix bebbiana



Gooding's Willow
Salix goodingii



Arroyo Willow
Salix lasiolepis



Red Willow
Salix laevigata

PROPOSED PLANT PALETTE - understory



Manzanita
Arctostaphylos densiflora



Gold Splash Mirror plant
Coprosma repens



Santa Barbara Daisy
Eriogonum karwinskianum



Ornamental Strawberry
Fragaria chiloensis



Daylilies
Hemerocallis spp



Oregon-grape
Mahonia aquifolium



Deer Grass
Muhlenbergia rigens



Foothill Penstemon
Penstemon heterophyllus



Purple Sage
Salvia leucophylla



Blue-eyed Grass
Sisyrinchium bellum

PROPOSED PLANT PALETTE - understory - vines



Passion Vine
Passiflora 'Blue Horizon'



Solanum jasminoides
Potatoe Vine

PROJECT
GATEWAY FAMILY HOUSING
LOCATION
**1345 WILLOW ROAD
MENLO PARK, CA**
PREPARED FOR
MIDPEN HOUSING

NO.	DATE	REVISION
01		
02		
03		
04		
05		
06		
07		
08		
09		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
32		
33		
34		
35		
36		
37		
38		
39		
40		
41		
42		
43		
44		
45		
46		
47		
48		
49		
50		

PLANT PALETTE - UNDERSTORY - VINES
DATE: 1/14/2022
PROJECT: 1308000
DATE: FEBRUARY 25, 2019
RIS ZONING COMPLIANCE
L3.03
© 2019 MITHUN, INC.

NOT FOR CONSTRUCTION

PROPOSED PLANT PALETTE - bioretation



Cape Rush
Chondropetalum tectorum 'El Campo'



Idaho Fescue
Festuca idahoensis 'Siskiyou Blue'



Dwarf Mat Rush
Lomandra longifolia 'Breeze'



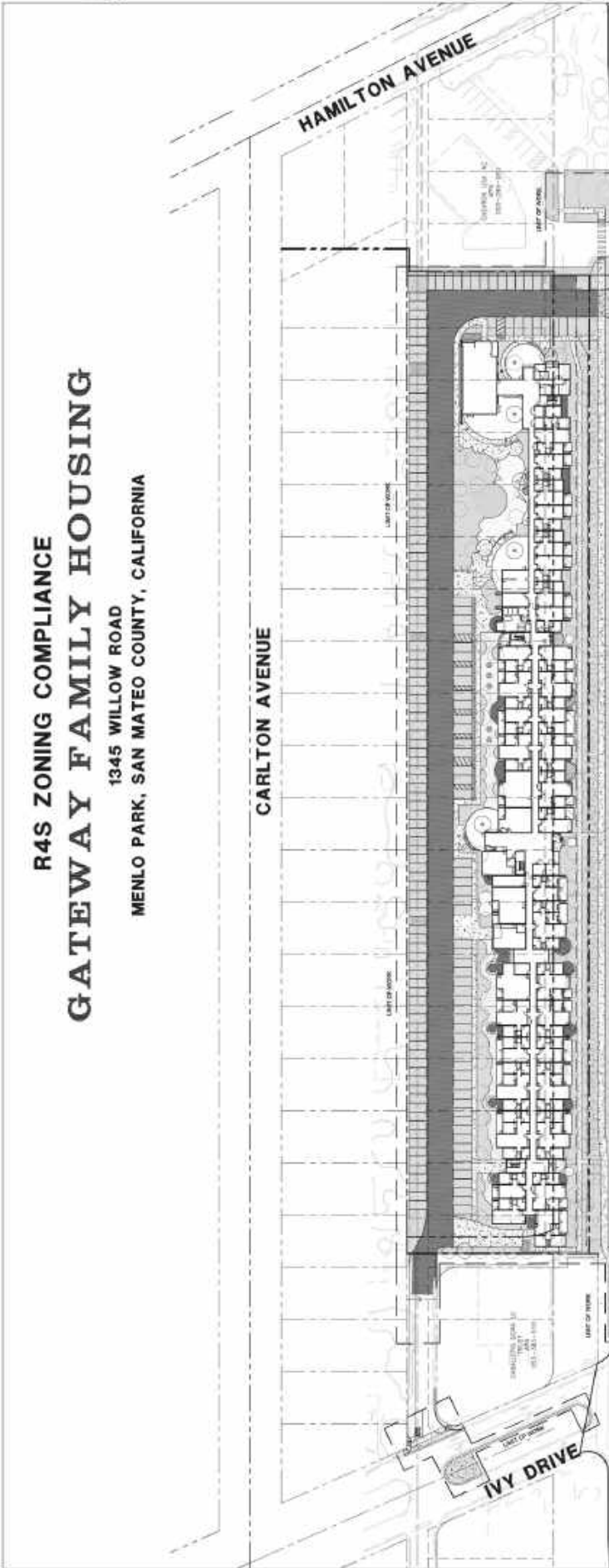
Sticky Monkey Flower
Minulus aurantiacus



California Grey Rush
Juncus patens



Hummingbird Sage
Salvia spathacea



R4S ZONING COMPLIANCE GATEWAY FAMILY HOUSING 1345 WILLOW ROAD MENLO PARK, SAN MATEO COUNTY, CALIFORNIA

CARLTON AVENUE

WILLOW ROAD
ISTATE HIGHWAY 1141

- LEGEND**
- 10' SETBACK
 - 20' SETBACK
 - 30' SETBACK
 - 40' SETBACK
 - 50' SETBACK
 - 60' SETBACK
 - 70' SETBACK
 - 80' SETBACK
 - 90' SETBACK
 - 100' SETBACK
 - 110' SETBACK
 - 120' SETBACK
 - 130' SETBACK
 - 140' SETBACK
 - 150' SETBACK
 - 160' SETBACK
 - 170' SETBACK
 - 180' SETBACK
 - 190' SETBACK
 - 200' SETBACK
- ABBREVIATIONS**
- 1.00 - 10' SETBACK
 - 2.00 - 20' SETBACK
 - 3.00 - 30' SETBACK
 - 4.00 - 40' SETBACK
 - 5.00 - 50' SETBACK
 - 6.00 - 60' SETBACK
 - 7.00 - 70' SETBACK
 - 8.00 - 80' SETBACK
 - 9.00 - 90' SETBACK
 - 10.00 - 100' SETBACK
 - 11.00 - 110' SETBACK
 - 12.00 - 120' SETBACK
 - 13.00 - 130' SETBACK
 - 14.00 - 140' SETBACK
 - 15.00 - 150' SETBACK
 - 16.00 - 160' SETBACK
 - 17.00 - 170' SETBACK
 - 18.00 - 180' SETBACK
 - 19.00 - 190' SETBACK
 - 20.00 - 200' SETBACK

- SHEET INDEX**
- 1.00 - 10' SETBACK
 - 2.00 - 20' SETBACK
 - 3.00 - 30' SETBACK
 - 4.00 - 40' SETBACK
 - 5.00 - 50' SETBACK
 - 6.00 - 60' SETBACK
 - 7.00 - 70' SETBACK
 - 8.00 - 80' SETBACK
 - 9.00 - 90' SETBACK
 - 10.00 - 100' SETBACK
 - 11.00 - 110' SETBACK
 - 12.00 - 120' SETBACK
 - 13.00 - 130' SETBACK
 - 14.00 - 140' SETBACK
 - 15.00 - 150' SETBACK
 - 16.00 - 160' SETBACK
 - 17.00 - 170' SETBACK
 - 18.00 - 180' SETBACK
 - 19.00 - 190' SETBACK
 - 20.00 - 200' SETBACK

- PROJECT DATA**
- 1. PROJECT NO. 141101200
 - 2. PROJECT NAME: GATEWAY FAMILY HOUSING
 - 3. CLIENT: MIDPEN HOUSING
 - 4. ARCHITECT: MITHUN ARCHITECTS
 - 5. ENGINEER: BKF 100
 - 6. PROJECT TYPE: RESIDENTIAL HOUSING
 - 7. PROJECT LOCATION: 1345 WILLOW ROAD, MENLO PARK, CA 94025
 - 8. PROJECT STATUS: PRELIMINARY DESIGN
 - 9. PROJECT DATE: 11/11/14
 - 10. PROJECT SCALE: 1/8" = 1'-0"
 - 11. PROJECT SHEETS: 20 SHEETS
 - 12. PROJECT PHASE: PRELIMINARY DESIGN
 - 13. PROJECT CLIENT: MIDPEN HOUSING
 - 14. PROJECT ARCHITECT: MITHUN ARCHITECTS
 - 15. PROJECT ENGINEER: BKF 100
 - 16. PROJECT TYPE: RESIDENTIAL HOUSING
 - 17. PROJECT LOCATION: 1345 WILLOW ROAD, MENLO PARK, CA 94025
 - 18. PROJECT STATUS: PRELIMINARY DESIGN
 - 19. PROJECT DATE: 11/11/14
 - 20. PROJECT SCALE: 1/8" = 1'-0"

PROJECT DESCRIPTION

ARCHITECTURAL CONCEPTS & REGULATIONS, THE EXISTING SITE AND SURROUNDINGS, AND THE PROPOSED DEVELOPMENT. THIS SHEET SHOWS THE PROPOSED DEVELOPMENT, INCLUDING THE BUILDING FOOTPRINT, PARKING, AND LANDSCAPE. THE DEVELOPMENT IS A 4-UNIT RESIDENTIAL HOUSING PROJECT.

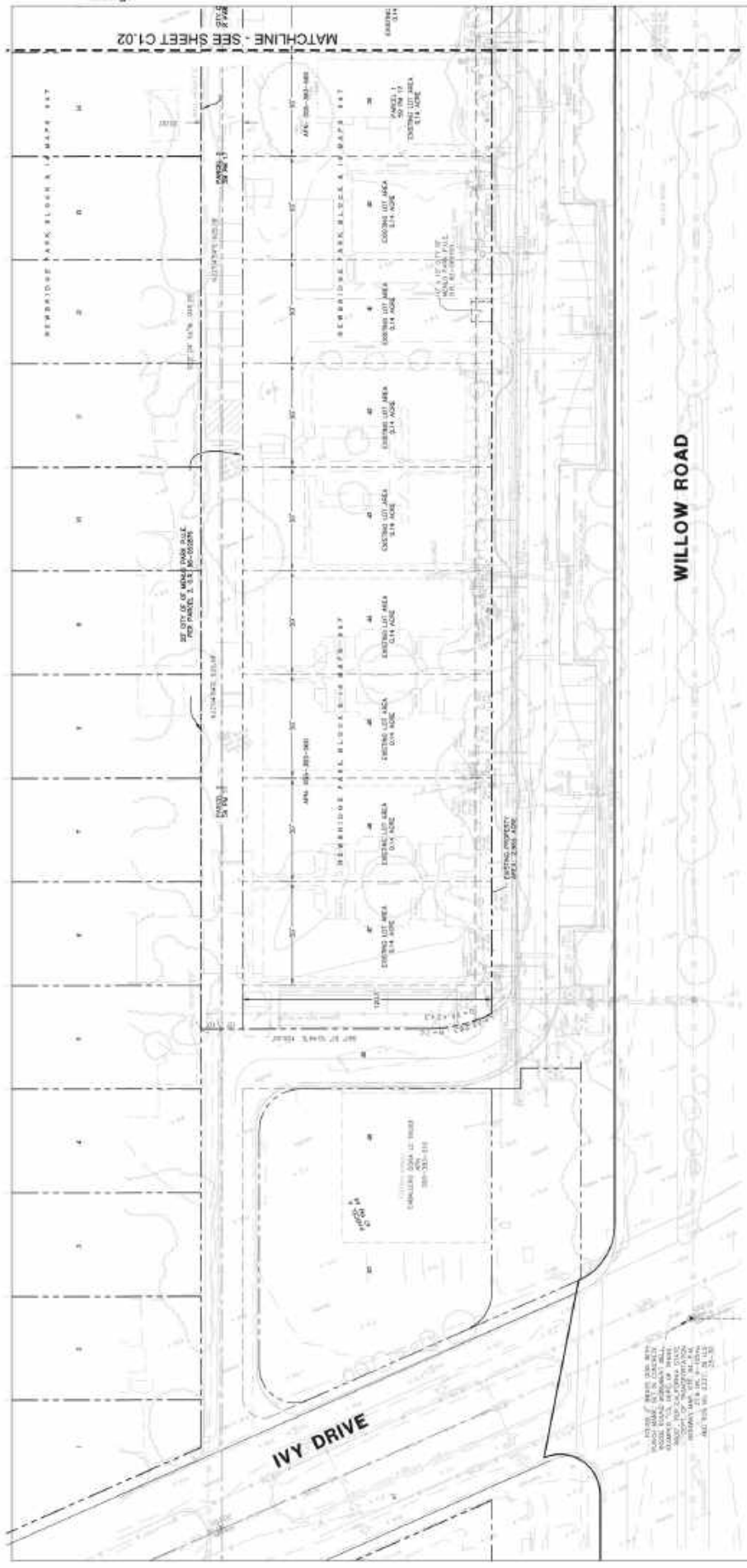
ENGINEER'S STATEMENT

I, THE UNDERSIGNED, A LICENSED PROFESSIONAL ENGINEER, HEREBY CERTIFY THAT I AM THE DESIGNER OF THE ABOVE DEVELOPMENT AND THAT I AM A MEMBER OF THE PROFESSIONAL ENGINEERS IN CALIFORNIA.

DATE: 11/11/14
SIGNATURE: [Signature]
PRINTED NAME: JOHN J. [Name]

NOT FOR CONSTRUCTION

B56



LEGEND

- PROPOSED EASEMENT LINE
- EXISTING EASEMENT LINE
- LOT LINE
- LOT CORNER MARKER
- STREET CENTER LINE
- EASEMENT LINE
- PROPERTY BOUNDARY LINE
- PROPOSED EASEMENT LINE
- EXISTING EASEMENT LINE
- EXISTING CURB LINE
- EXISTING SIDEWALK LINE
- EXISTING STREET LIGHT LINE
- EXISTING COMMUNICATIONS LINE

BENCHMARK

A BENCH MARK WAS SET IN THE TOP OF A CONCRETE CURB AT THE CORNER OF THE INTERSECTION OF THE PROPOSED CURB LINE OF CONSTRUCTION (WILLOW ROAD) WITH THE EXISTING CURB LINE OF CONSTRUCTION (IVY DRIVE) IN 1971.

A BENCH MARK OF 4.175 FEET WAS SET IN THE CENTER OF CURB AT THE INTERSECTION OF WILLOW ROAD WITH IVY DRIVE IN 1971.

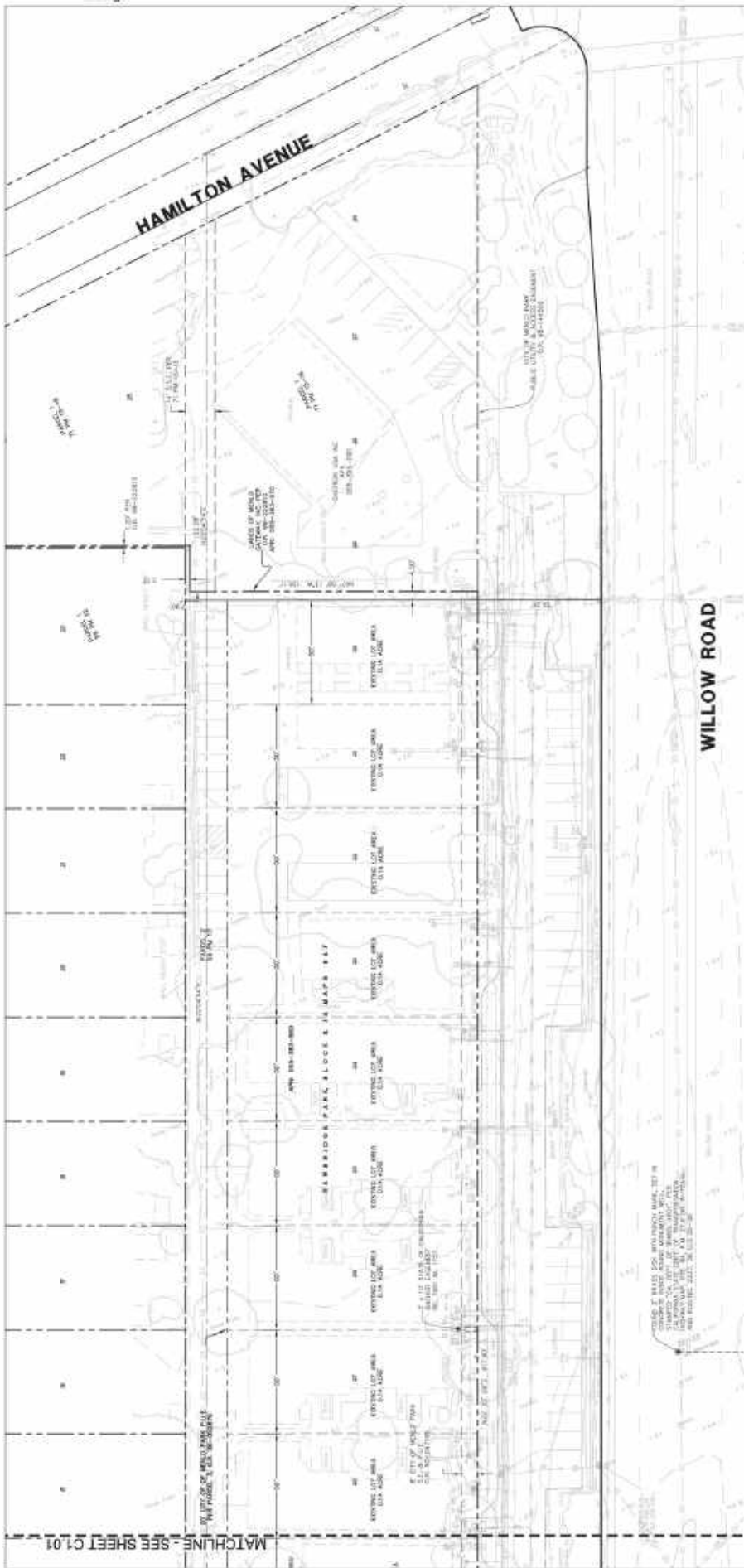
SURVEY STATEMENT

I CERTIFY THAT THE FIELD SURVEY WAS PERFORMED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A LICENSED SURVEYOR IN THE STATE OF CALIFORNIA. I HAVE REVIEWED THE SURVEY AND FIND IT TO BE ACCURATE AND COMPLETE. I HAVE REVIEWED THE SURVEY AND FIND IT TO BE ACCURATE AND COMPLETE.



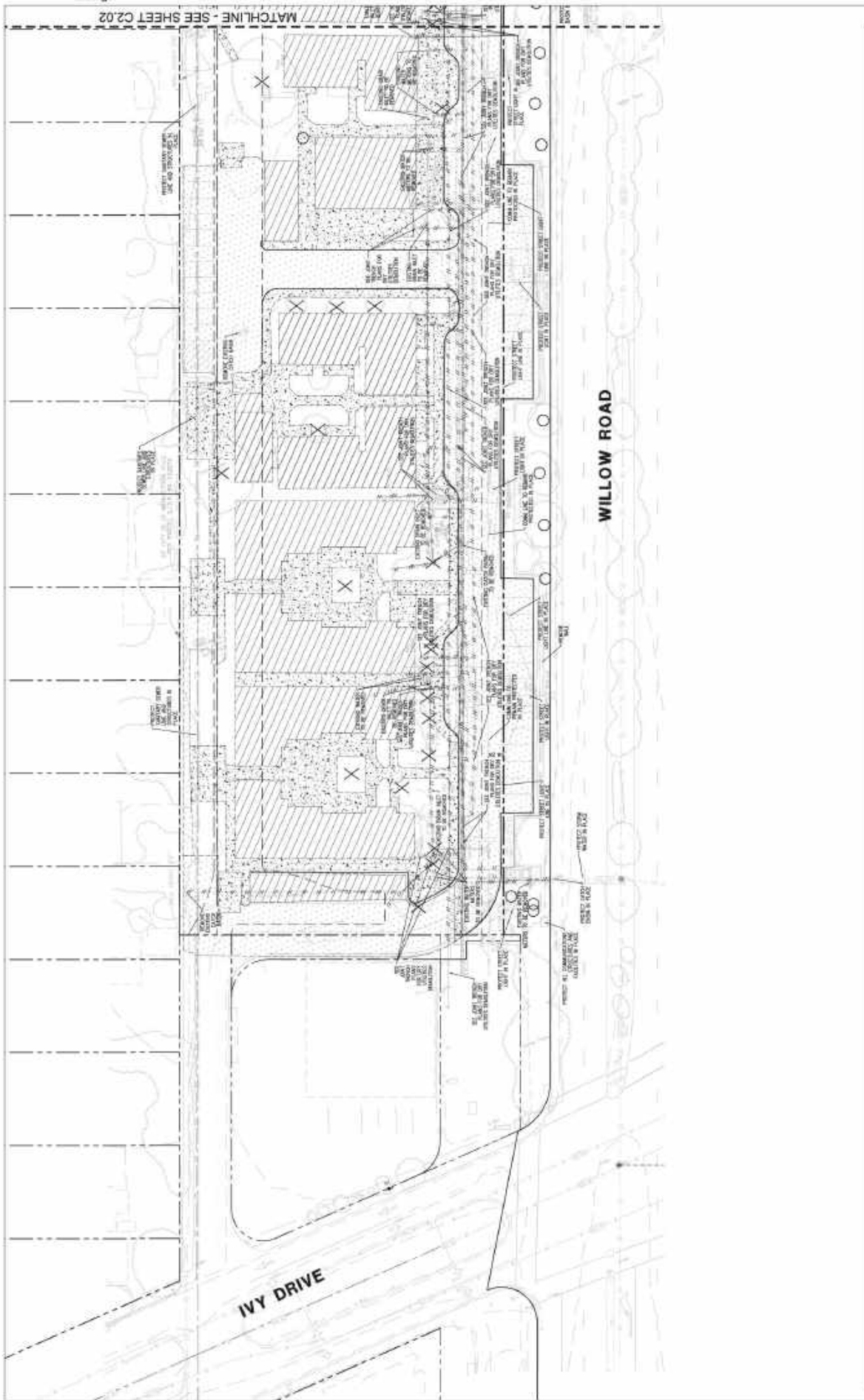
NOT FOR CONSTRUCTION

B57



NOT FOR CONSTRUCTION

MATCHLINE - SEE SHEET C2.02



DEMOLITION KEY NOTES

1. ALL DEMOLITION ACTIVITIES ARE SUBJECT TO APPROVAL BY THE CITY OF MENLO PARK. ALL DEMOLITION ACTIVITIES SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
2. ALL DEMOLITION ACTIVITIES SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
3. THE PROJECT WILL COMPLY WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
4. DEMOLITION SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
5. DEMOLITION SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
6. DEMOLITION SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
7. DEMOLITION SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.

SHEET NOTES

1. DEMOLITION SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
2. DEMOLITION SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
3. DEMOLITION SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
4. DEMOLITION SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
5. DEMOLITION SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
6. DEMOLITION SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.
7. DEMOLITION SHALL BE IN ACCORDANCE WITH THE CITY OF MENLO PARK DEMOLITION ORDINANCE AND THE CALIFORNIA DEMOLITION ACT.

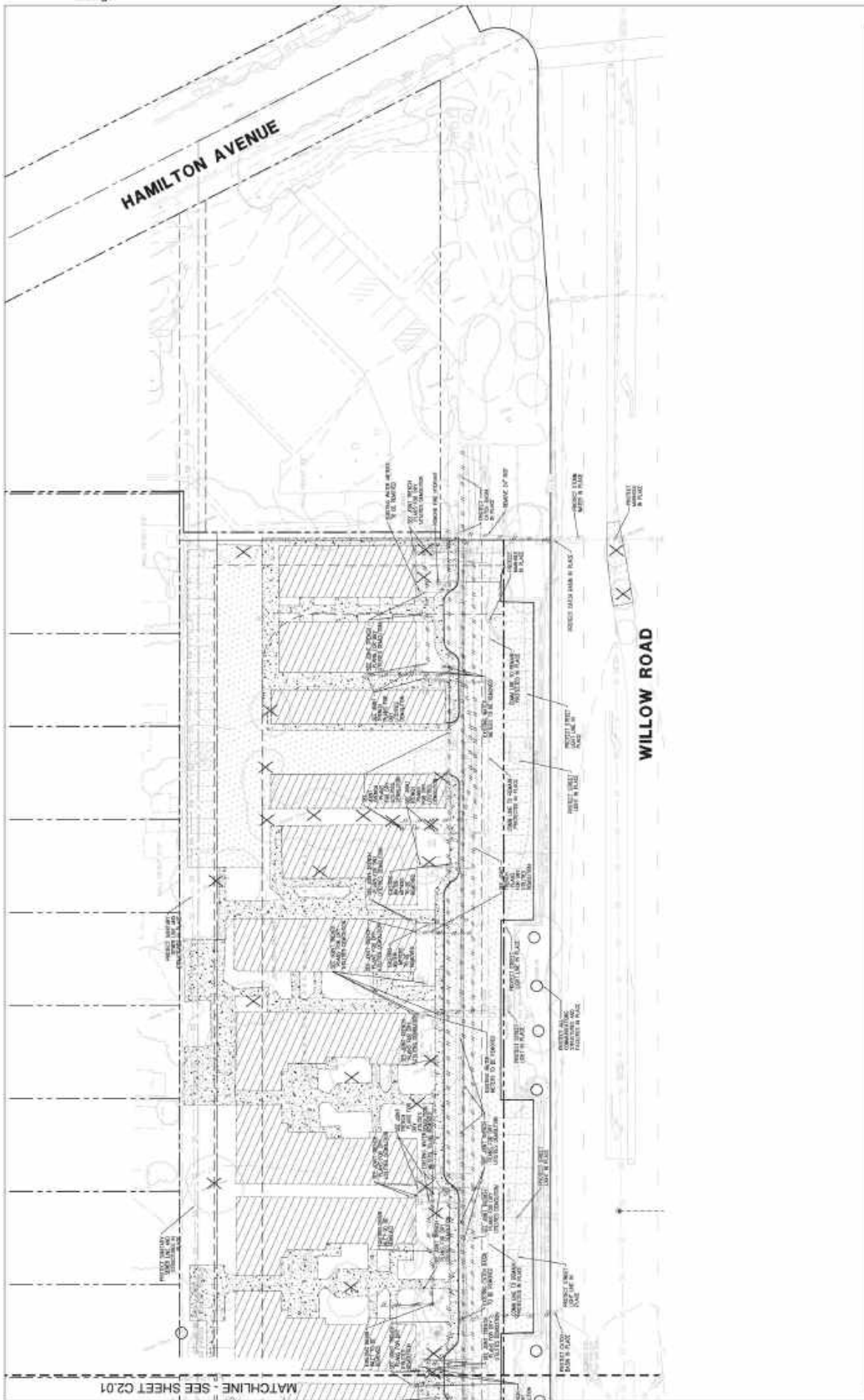
LEGEND

- PROJECT PROPERTY LINE
- EXISTING UTILITY LINE
- EXISTING FOUNDATION LINE
- EXISTING EXTERIOR WALL LINE
- EXISTING INTERIOR WALL LINE
- EXISTING CEILING LINE
- EXISTING FLOOR LINE
- EXISTING ROOF LINE
- EXISTING STREET LIGHT LINE
- EXISTING COMMUNICATIONS LINE

TRUE NORTH



NOT FOR CONSTRUCTION



MATCHLINE - SEE SHEET C2.01

DEMOLITION KEY NOTES

- ALL EXISTING UTILITIES ARE SHOWN BY APPROXIMATE LOCATIONS. CONTRACTOR TO VERIFY LOCATION AND DEPTH. LOCATIONS SHOWN SHALL BE TYPICAL FOR UTILITIES IN LANDSCAPES SIMILAR TO THIS PROJECT. LOCATIONS SHOWN ARE NOT TO BE CONSIDERED AS GUARANTEE.
- ALL EXISTING UTILITIES SHALL BE MAINTAINED AND PROTECTED AT ALL TIMES. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- ALL EXISTING UTILITIES SHALL BE MAINTAINED AND PROTECTED AT ALL TIMES. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- THE PROJECT WILL COMPLY WITH THE CITY'S CONSTRUCTION AND DEMOLITION ORDINANCES.
- CONTRACTOR SHALL VERIFY ALL UTILITIES AND SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.

LEGEND

- | | |
|--|-----------------------------|
| | PROJECT PROPERTY LINE |
| | EXISTING WATER LINE |
| | EXISTING SEWER LINE |
| | EXISTING GAS LINE |
| | EXISTING ELECTRIC LINE |
| | EXISTING STREET LIGHT POLE |
| | EXISTING COMMUNICATION POLE |
| | TREE TO BE PRESERVED |
| | TREE TO BE REMOVED |
| | UTILITY MARK IN PLACE |
| | PROJECT MARK IN PLACE |
| | UTILITY MARK IN PLACE |
| | PROJECT MARK IN PLACE |

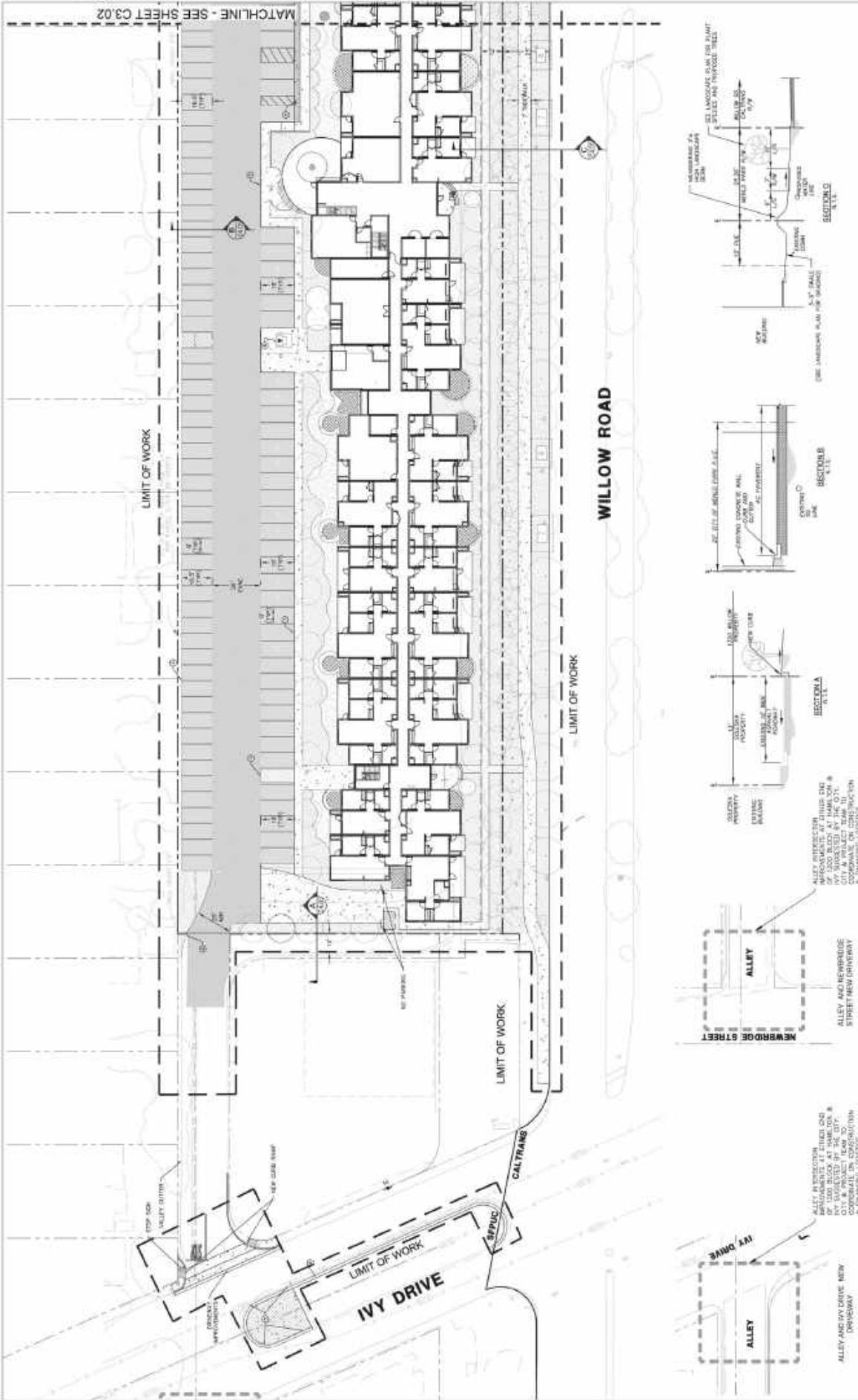
TRUE NORTH



GRAPHIC SCALE



NOT FOR CONSTRUCTION



CONSTRUCTION KEY NOTES

1. IF SPECIAL CONC FOR DETAIL, 1, SHEET C3.01.
2. IF SPECIAL CONC AND GUTTER FOR DETAIL, 1, SHEET C3.01.
3. CONSULT GUTTERMAN REGARDING GUTTER ACCESS (W/GRILLS).
4. ADA RAMP FOR DETAIL, 1, SHEET C3.01.
5. CONSULT MILLER GUY.
6. SIGN ALL OF APPROVED SIGNAGE. SEE DETAIL FOR DETAIL, 1, SHEET C3.01.
7. VERIFY HOOK FOR LANDSCAPE PLAN.
8. HIGHWOOD TRANSFORMER AREA. SEE ADJACENT TRASH PLAN.
9. NEW TERRAZZO FOR DETAIL, C3-14 AND C3-20.
10. HOT LIME.
11. INTERMEDIATE MARKING SURFACE FOR DETAIL, 11, SHEET C3.01.

SHEET NOTES

1. ALL LANDSCAPE PLANS FOR THIS PROJECT SHALL BE SUBJECT TO THE CITY OF MENLO PARK'S LANDSCAPE PLAN REVIEW AND APPROVAL. ALL LANDSCAPE PLANS SHALL BE SUBJECT TO THE CITY OF MENLO PARK'S LANDSCAPE PLAN REVIEW AND APPROVAL. ALL LANDSCAPE PLANS SHALL BE SUBJECT TO THE CITY OF MENLO PARK'S LANDSCAPE PLAN REVIEW AND APPROVAL.
2. ALL LANDSCAPE PLANS SHALL BE SUBJECT TO THE CITY OF MENLO PARK'S LANDSCAPE PLAN REVIEW AND APPROVAL.
3. ALL LANDSCAPE PLANS SHALL BE SUBJECT TO THE CITY OF MENLO PARK'S LANDSCAPE PLAN REVIEW AND APPROVAL.

ABBREVIATIONS

PROJ	PROJECT PROPERTY LINE	PROJ	PROJECT PROPERTY LINE
ADJ	ADJACENT PROPERTY LINE	PROJ	PROJECT PROPERTY LINE
LOT	LOT LINE	PROJ	PROJECT PROPERTY LINE
CON	CONCRETE	PROJ	PROJECT PROPERTY LINE
STR	STREET	PROJ	PROJECT PROPERTY LINE
WALK	WALKWAY	PROJ	PROJECT PROPERTY LINE
BIKE	BIKEWAY	PROJ	PROJECT PROPERTY LINE
PROP	PROPOSED	PROJ	PROJECT PROPERTY LINE

LEGEND

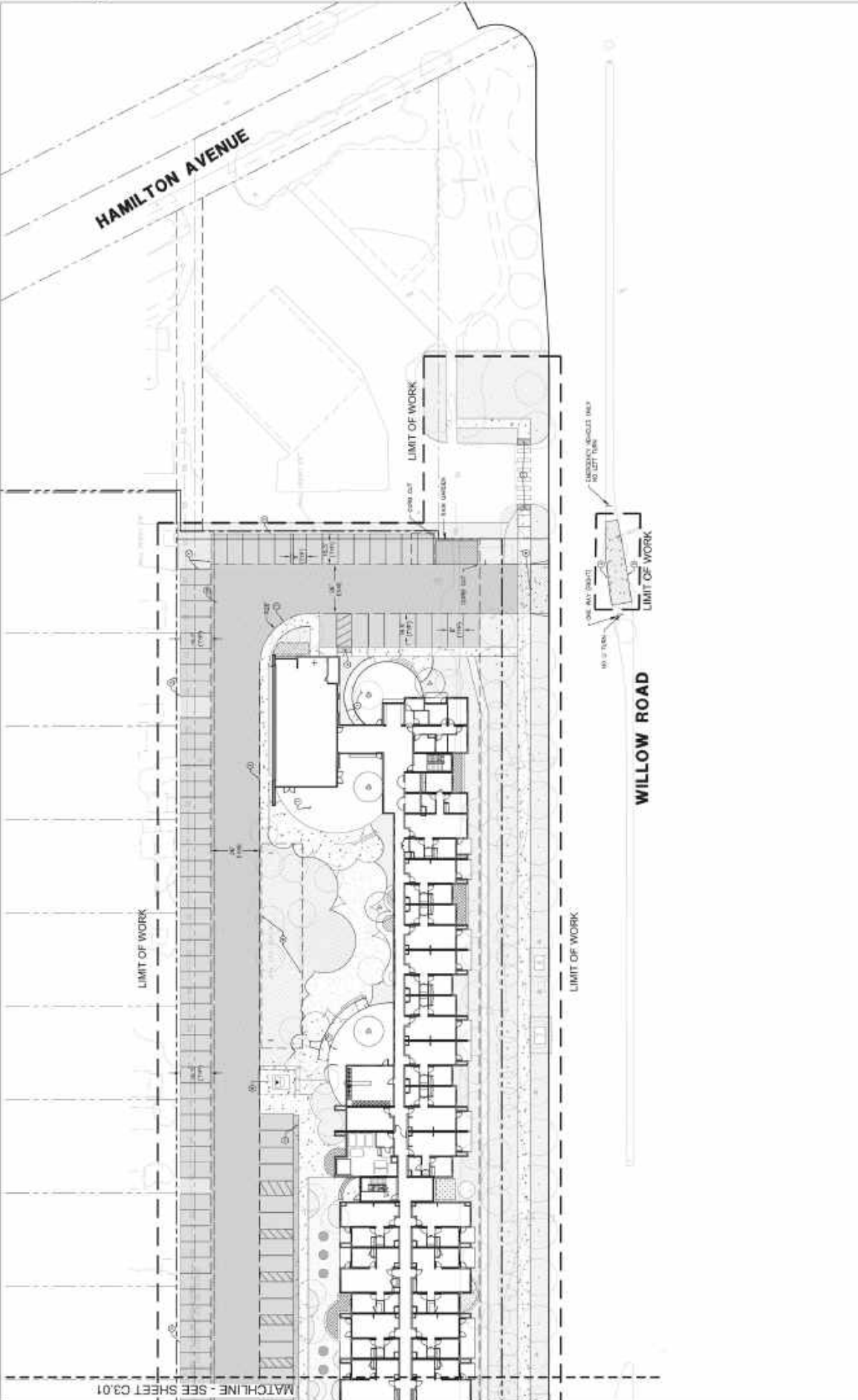
PROJ	PROJECT PROPERTY LINE	PROJ	PROJECT PROPERTY LINE
ADJ	ADJACENT PROPERTY LINE	PROJ	PROJECT PROPERTY LINE
LOT	LOT LINE	PROJ	PROJECT PROPERTY LINE
CON	CONCRETE	PROJ	PROJECT PROPERTY LINE
STR	STREET	PROJ	PROJECT PROPERTY LINE
WALK	WALKWAY	PROJ	PROJECT PROPERTY LINE
BIKE	BIKEWAY	PROJ	PROJECT PROPERTY LINE
PROP	PROPOSED	PROJ	PROJECT PROPERTY LINE

TRUE NORTH

GRAPHIC SCALE

1" = 20'

NOT FOR CONSTRUCTION



MATCHLINE - SEE SHEET C3.01

- CONSTRUCTION KEY NOTES**
- (1) 1" SECTION OVER 400 RETAIN, 1, SHEET C3.01.
 - (2) 1" SECTION OVER AND WITHIN PER RETAIN, 1, SHEET C3.01.
 - (3) CONTRACTOR TO VERIFY ALL EXISTING UTILITY LOCATIONS AND DEPT. RECORDS FOR CONSTRUCTION ACCESS (SHALLS).
 - (4) ALL EXISTING UTILITIES SHALL BE PROTECTED AND ALL EXISTING UTILITIES SHALL BE RELOCATED AND INSTALLED PER STANDARD PRACTICE PER RETAIN, 1.
 - (5) CONTRACTOR SHALL VERIFY.
 - (6) ALL EXISTING UTILITIES SHALL BE PROTECTED AND ALL EXISTING UTILITIES SHALL BE RELOCATED AND INSTALLED PER STANDARD PRACTICE PER RETAIN, 1.
 - (7) PROVIDE 3" DRAINAGE AREA, SEE ADJACENT TRASH PLAN.
 - (8) ALL EXISTING UTILITIES SHALL BE PROTECTED AND ALL EXISTING UTILITIES SHALL BE RELOCATED AND INSTALLED PER STANDARD PRACTICE PER RETAIN, 1.
 - (9) PROVIDE FINISH SURFACE PER RETAIN, 1, SHEET C3.01.

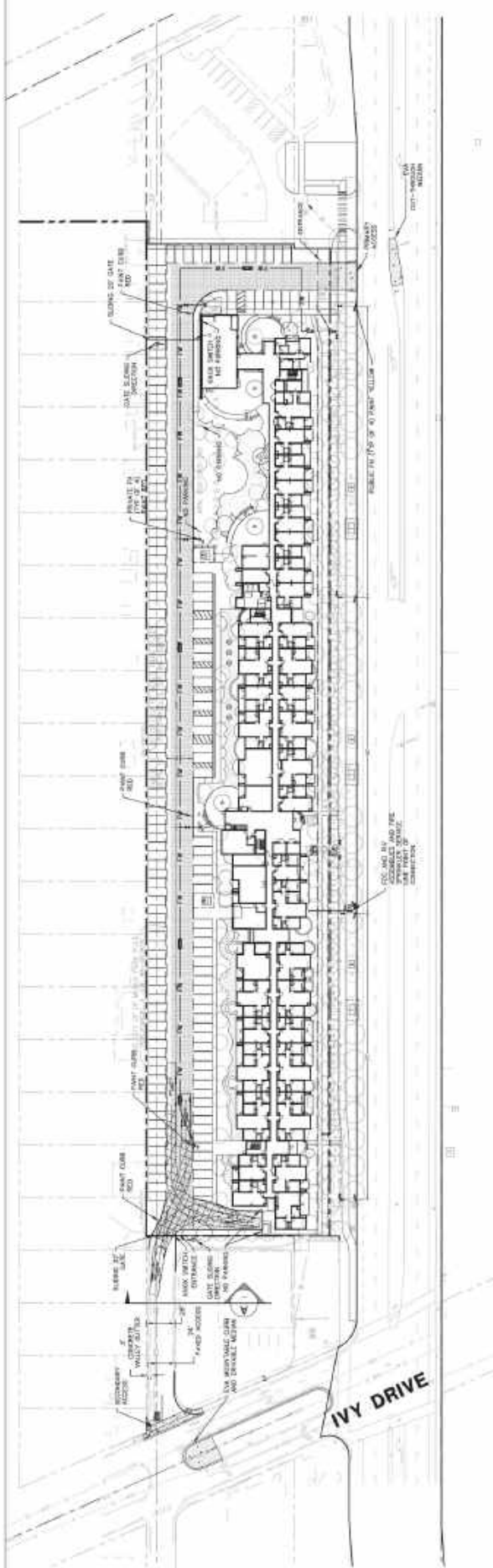
- SHEET NOTES**
1. ALL EXISTING UTILITIES SHALL BE PROTECTED AND ALL EXISTING UTILITIES SHALL BE RELOCATED AND INSTALLED PER STANDARD PRACTICE PER RETAIN, 1.
 2. ALL EXISTING UTILITIES SHALL BE PROTECTED AND ALL EXISTING UTILITIES SHALL BE RELOCATED AND INSTALLED PER STANDARD PRACTICE PER RETAIN, 1.
 3. ALL EXISTING UTILITIES SHALL BE PROTECTED AND ALL EXISTING UTILITIES SHALL BE RELOCATED AND INSTALLED PER STANDARD PRACTICE PER RETAIN, 1.

- ABBREVIATIONS**
- EXISTING: EXISTING
NEW: NEW
RELOCATED: RELOCATED
PROTECTED: PROTECTED

- LEGEND**
- PROJECT PROPERTY LINE
ADJACENT PROPERTY LINE
COURTNEY FRONT OF WAY
EASEMENT LINE
STREET LINE
PROPERTY LINE
LIMIT OF WORK
PROPOSED DRIVE
PROPOSED DRIVE

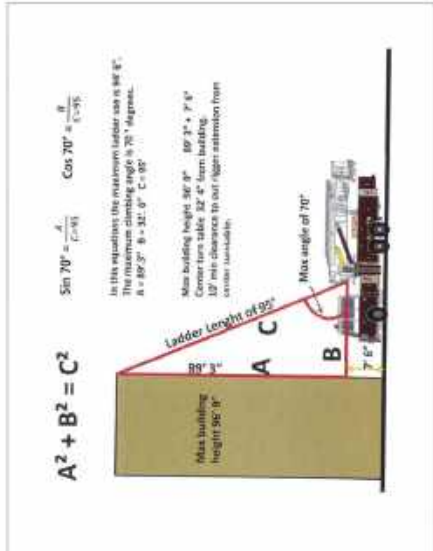
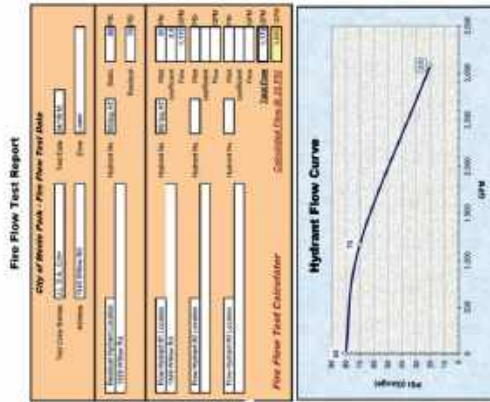
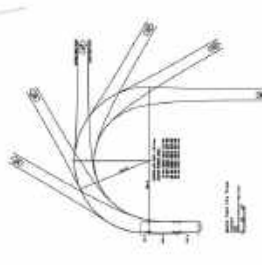
TRUE NORTH

GRAPHIC SCALE
1" = 20'



PRELIMINARY FIRE FLOW CALCS.

BASED ON THE DATA SUPPLIED FOR THIS PROJECT:
 CONSTRUCTION TYPE: TYPE 5, PRECAST
 AREA: 45,000 SQ FT
 TOTAL: 45,000 SQ FT
 FOR THESE RESULTS, THE DESIGN FLOW IS 1,500 GPM
 AND THE REQUIRED FLOW AT THE END OF THE SUPPLY LINE IS 1,350 GPM.
 THE REQUIRED FLOW AT THE END OF THE SUPPLY LINE IS 1,350 GPM.
 THESE ARE THE MINIMUM REQUIREMENTS OF THE CODE.
 THIS REPORT IS FOR INFORMATIONAL PURPOSES ONLY.
 IT IS NOT TO BE USED AS THE BASIS FOR ANY CONTRACT DOCUMENTS.
 THE CLIENT IS ADVISED TO CONSULT WITH THE LOCAL AUTHORITY FOR THE MOST RECENT REQUIREMENTS.



A ALLEY ROAD SECTION



TRUE NORTH

GRAPHIC SCALE
 SCALE: 1" = 40'
 0 10 20 30 40

LEGEND

- PROJECT PROPERTY LINE
- ADJACENT PROPERTY LINES
- CURBLINE RIGHT OF WAY
- ALLEY LANE
- EXISTING LANE
- EXISTING DRIVE
- EXISTING PATH
- EXISTING DRIVE
- PROPOSED DRIVE
- PROPOSED DRIVE
- PROPOSED DRIVE

SHEET NOTES

1. THE APPLICABLE REGULATORY SHALL BE SUBJECT TO THE CITY OF MENLO PARK. THE CITY OF MENLO PARK IS THE JURISDICTION AUTHORITY FOR ALL REGULATORY REQUIREMENTS. THE CITY OF MENLO PARK IS THE JURISDICTION AUTHORITY FOR ALL REGULATORY REQUIREMENTS.
2. THESE CALCULATIONS ARE BASED ON THE DATA SUPPLIED FOR THIS PROJECT. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE DATA SUPPLIED OR THE RESULTS OF THESE CALCULATIONS.
3. THESE CALCULATIONS ARE FOR INFORMATIONAL PURPOSES ONLY. THEY ARE NOT TO BE USED AS THE BASIS FOR ANY CONTRACT DOCUMENTS.
4. THESE CALCULATIONS ARE BASED ON THE ASSUMPTIONS LISTED ON THIS SHEET. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE RESULTS OF THESE CALCULATIONS.
5. THESE CALCULATIONS ARE BASED ON THE ASSUMPTIONS LISTED ON THIS SHEET. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE RESULTS OF THESE CALCULATIONS.
6. THESE CALCULATIONS ARE BASED ON THE ASSUMPTIONS LISTED ON THIS SHEET. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE RESULTS OF THESE CALCULATIONS.
7. THESE CALCULATIONS ARE BASED ON THE ASSUMPTIONS LISTED ON THIS SHEET. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE RESULTS OF THESE CALCULATIONS.
8. THESE CALCULATIONS ARE BASED ON THE ASSUMPTIONS LISTED ON THIS SHEET. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE RESULTS OF THESE CALCULATIONS.

CONSTRUCTION KEY NOTES

1. ALL DIMENSIONS ARE UNLESS OTHERWISE NOTED.

MITHÜN

BKF 100
 ARCHITECTS & PLANNERS
 1725 N. FIRST STREET, SUITE 100
 SAN FRANCISCO, CA 94103
 TEL: 415.241.8100
 WWW.BKF100.COM

PROJECT: GATEWAY FAMILY HOUSING
 LOCATION: 1345 WILLOW ROAD, MENLO PARK, CA
 REVISIONS: MIDPEN HOUSING

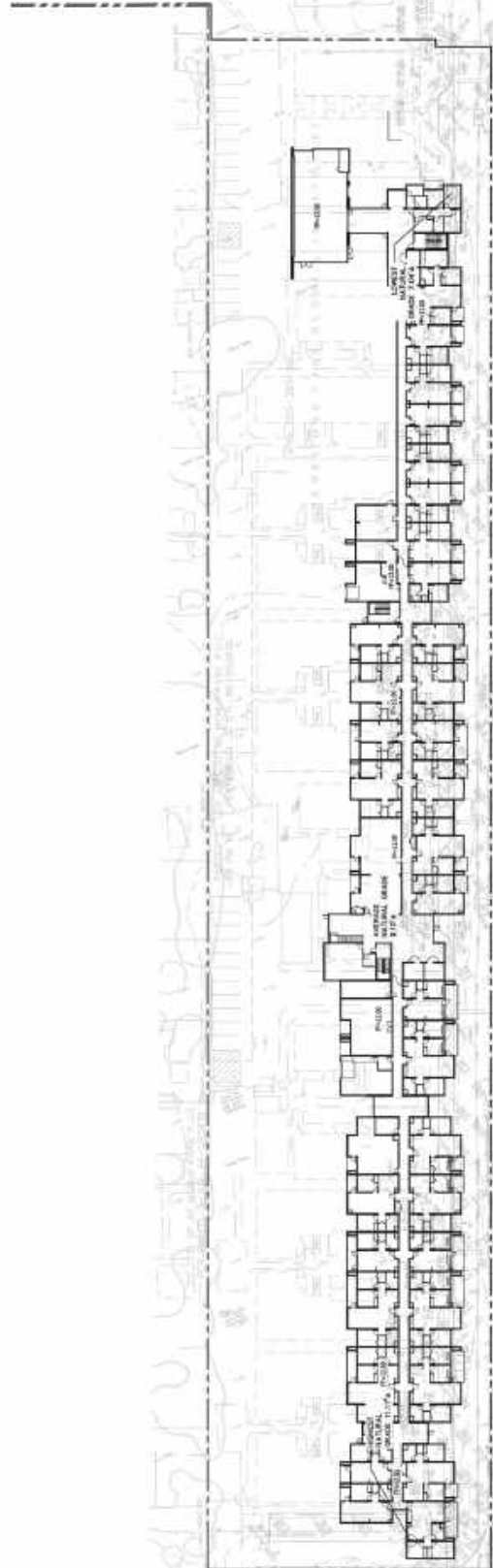
MidPen HOUSING
 AN AFFILIATE OF

ELEVATION: 2
 MIDPEN COMPLIANCE: RESIDENTIAL

JACK WALLIN
 CHIEF ARCHITECT

AVERAGE GRADE
 BY: MITHÜN
 DATE: FEBRUARY 22, 2019

C4.03



WILLOW ROAD

CONSTRUCTION KEY NOTES

ABBREVIATIONS

CS: CONCRETE
 F: FLOOR
 G: GARAGE
 H: HATCH
 I: ISOLATION
 J: JOIST
 K: KITCHEN
 L: LIVING
 M: MECHANICAL
 N: NORTH
 O: OFFICE
 P: PAVEMENT
 Q: QUARTERS
 R: ROOF
 S: STAIRS
 T: TERRACE
 U: UTILITY
 V: VENTILATION
 W: WALL
 X: WINDOW
 Y: YARD
 Z: ZONE

SHEET NOTES

LEGEND

- - - - - EXISTING PROPERTY LINE

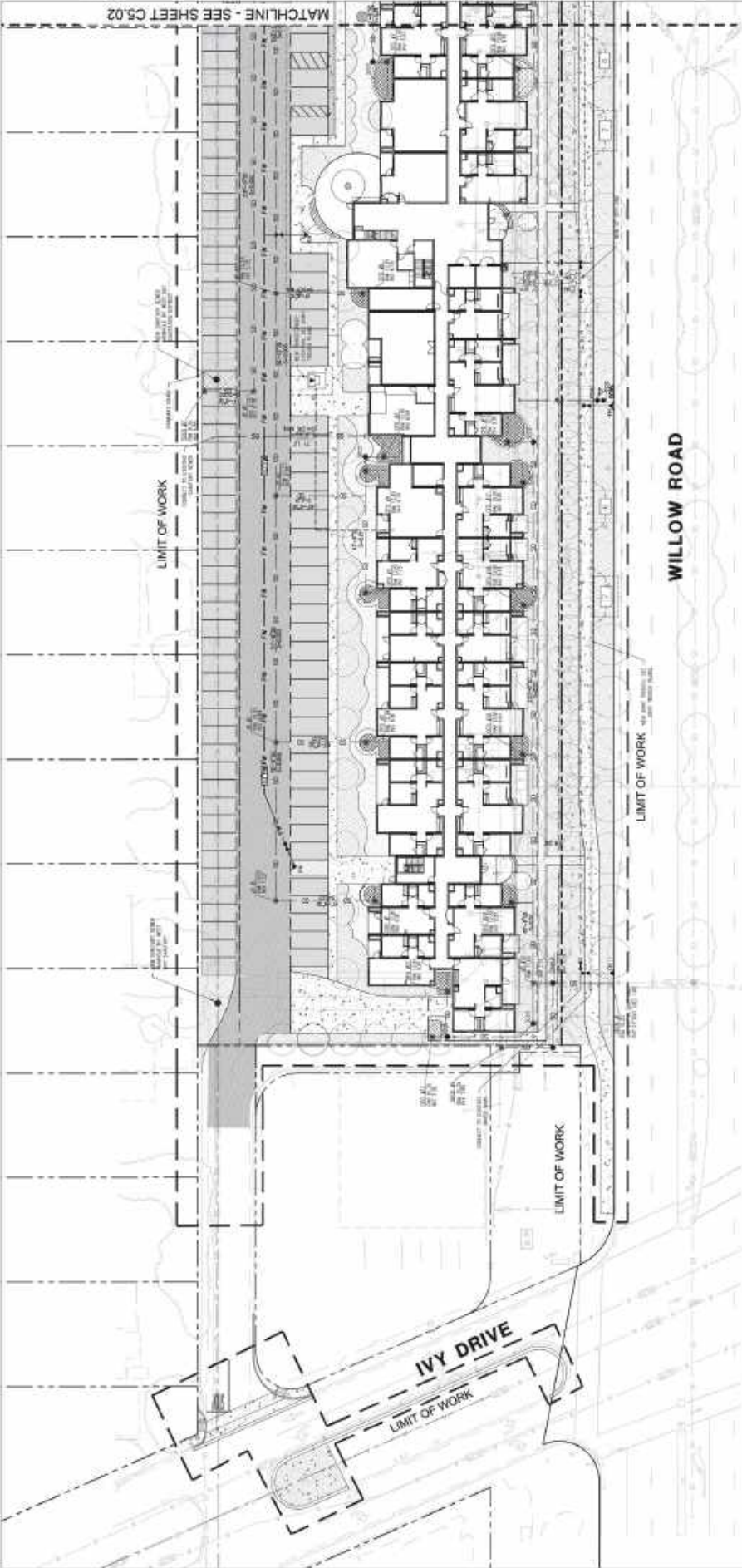
TRUE NORTH



GRAPHIC SCALE

SCALE: 1" = 20'

NOT FOR CONSTRUCTION



MATCHLINE - SEE SHEET C6.02

LIMIT OF WORK

LIMIT OF WORK

LIMIT OF WORK

WILLOW ROAD

IVY DRIVE

LIMIT OF WORK

CONSTRUCTION KEY NOTES

- 1. VERIFY ALL WORK WITH THE CITY AND COUNTY OF SAN FRANCISCO.
- 2. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 3. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 4. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 5. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 6. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 7. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 8. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 9. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 10. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 11. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 12. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 13. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 14. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 15. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 16. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 17. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 18. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 19. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
- 20. VERIFY THE CONTRACTOR'S RESPONSIBILITY FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.

LEGEND

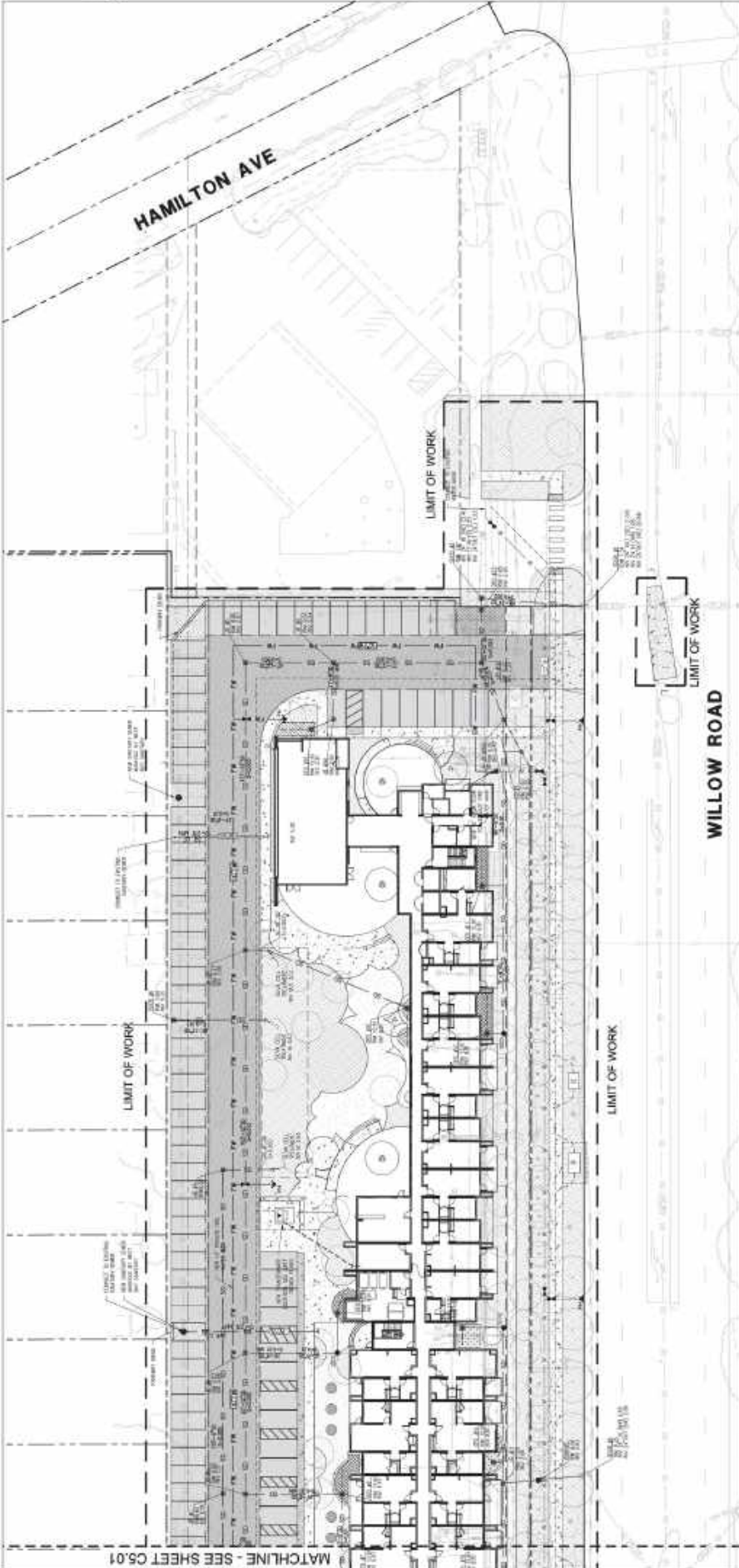
--- PROJECT PROPERTY LINE	----- PROPOSED JOINT TRENCH
--- GROUND PROPERTY LINE	----- PROPOSED 6" GAS
--- EXISTING GROUND SURFACE	----- PROPOSED 12" WATER
--- EXISTING 6" GAS	----- PROPOSED 18" WATER
--- EXISTING 12" WATER	----- PROPOSED 24" SEWER
--- EXISTING 18" WATER	----- PROPOSED 36" SEWER
--- EXISTING 24" SEWER	----- EXISTING GROUND SURFACE
--- EXISTING 36" SEWER	----- EXISTING 6" GAS
--- EXISTING GROUND SURFACE	----- EXISTING 12" WATER
--- EXISTING 6" GAS	----- EXISTING 18" WATER
--- EXISTING 12" WATER	----- EXISTING 24" SEWER
--- EXISTING 18" WATER	----- EXISTING 36" SEWER
--- EXISTING 24" SEWER	----- EXISTING GROUND SURFACE
--- EXISTING 36" SEWER	----- EXISTING 6" GAS
--- EXISTING GROUND SURFACE	----- EXISTING 12" WATER

SHEET NOTES

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
14. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
15. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
16. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
17. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
18. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
19. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.
20. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY AND COUNTY OF SAN FRANCISCO.

TRUE NORTH

GRAPHIC SCALE
 SCALE: 1" = 30'



MATCHLINE - SEE SHEET C6.01

CONSTRUCTION KEY NOTES

- NOTE SECTION ABOVE AREA TO BE OPEN BY THE PERMITS OFFICIAL, WITH THE PERMITS OFFICIAL'S APPROVAL, TO ALLOW FOR THE INSTALLATION OF ANY UTILITY LINE NOT SHOWN ON THIS PLAN. THE PERMITS OFFICIAL'S APPROVAL IS NOT A GUARANTEE AND SHALL BE THE RESPONSIBILITY OF THE PERMITS OFFICIAL.
- FOR WATER, TELEPHONE/COMMUNICATION, GAS, ELECTRICAL, AND SEWER, THE LOCATION OF ANY EXISTING UTILITIES SHALL BE SHOWN ON THE PLAN. THE LOCATION OF ANY UTILITIES NOT SHOWN ON THE PLAN SHALL BE THE RESPONSIBILITY OF THE PERMITS OFFICIAL.
- FOR SEWER, TELEPHONE/COMMUNICATION, GAS, ELECTRICAL, AND SEWER, THE LOCATION OF ANY EXISTING UTILITIES SHALL BE SHOWN ON THE PLAN. THE LOCATION OF ANY UTILITIES NOT SHOWN ON THE PLAN SHALL BE THE RESPONSIBILITY OF THE PERMITS OFFICIAL.
- FOR WATER, TELEPHONE/COMMUNICATION, GAS, ELECTRICAL, AND SEWER, THE LOCATION OF ANY EXISTING UTILITIES SHALL BE SHOWN ON THE PLAN. THE LOCATION OF ANY UTILITIES NOT SHOWN ON THE PLAN SHALL BE THE RESPONSIBILITY OF THE PERMITS OFFICIAL.
- FOR SEWER, TELEPHONE/COMMUNICATION, GAS, ELECTRICAL, AND SEWER, THE LOCATION OF ANY EXISTING UTILITIES SHALL BE SHOWN ON THE PLAN. THE LOCATION OF ANY UTILITIES NOT SHOWN ON THE PLAN SHALL BE THE RESPONSIBILITY OF THE PERMITS OFFICIAL.

SHEET NOTES

- SEE ATTACHED PERMITS AND EXISTING CONDITIONS NOTES.
- FOR WATER, TELEPHONE/COMMUNICATION, GAS, ELECTRICAL, AND SEWER, THE LOCATION OF ANY EXISTING UTILITIES SHALL BE SHOWN ON THE PLAN. THE LOCATION OF ANY UTILITIES NOT SHOWN ON THE PLAN SHALL BE THE RESPONSIBILITY OF THE PERMITS OFFICIAL.
- FOR SEWER, TELEPHONE/COMMUNICATION, GAS, ELECTRICAL, AND SEWER, THE LOCATION OF ANY EXISTING UTILITIES SHALL BE SHOWN ON THE PLAN. THE LOCATION OF ANY UTILITIES NOT SHOWN ON THE PLAN SHALL BE THE RESPONSIBILITY OF THE PERMITS OFFICIAL.
- FOR WATER, TELEPHONE/COMMUNICATION, GAS, ELECTRICAL, AND SEWER, THE LOCATION OF ANY EXISTING UTILITIES SHALL BE SHOWN ON THE PLAN. THE LOCATION OF ANY UTILITIES NOT SHOWN ON THE PLAN SHALL BE THE RESPONSIBILITY OF THE PERMITS OFFICIAL.
- FOR SEWER, TELEPHONE/COMMUNICATION, GAS, ELECTRICAL, AND SEWER, THE LOCATION OF ANY EXISTING UTILITIES SHALL BE SHOWN ON THE PLAN. THE LOCATION OF ANY UTILITIES NOT SHOWN ON THE PLAN SHALL BE THE RESPONSIBILITY OF THE PERMITS OFFICIAL.

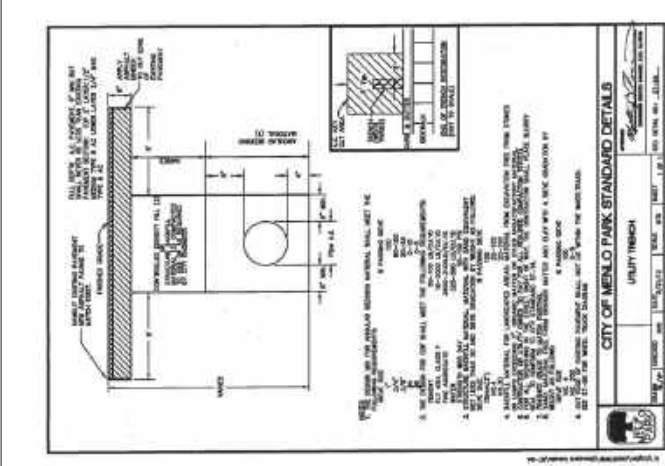
LEGEND

- PROJECT PROPERTY LINE
- EXISTING PROPERTY LINE
- EXISTING UTILITY LINE
- PROPOSED UTILITY LINE
- PROPOSED FIRE MAIN LINE
- PROPOSED WATER MAIN LINE
- PROPOSED GAS MAIN LINE
- PROPOSED SEWER MAIN LINE
- EXISTING ALLEY LINE
- EXISTING ERECTION LINE
- EXISTING PERMITS LINE
- EXISTING UTILITY LINE
- EXISTING CONDUIT LINE
- EXISTING CONDUIT LINE
- EXISTING CONDUIT LINE
- EXISTING CONDUIT LINE
- EXISTING CONDUIT LINE
- EXISTING CONDUIT LINE
- EXISTING CONDUIT LINE
- EXISTING CONDUIT LINE
- EXISTING CONDUIT LINE

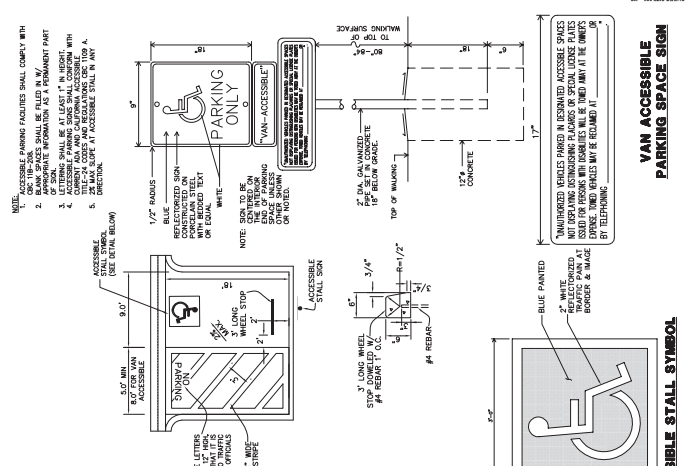


NOT FOR CONSTRUCTION

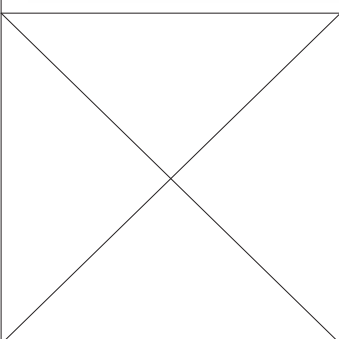
B71



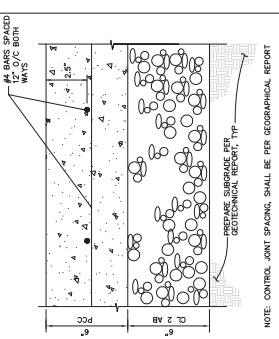
UTILITY TRENCH DETAIL



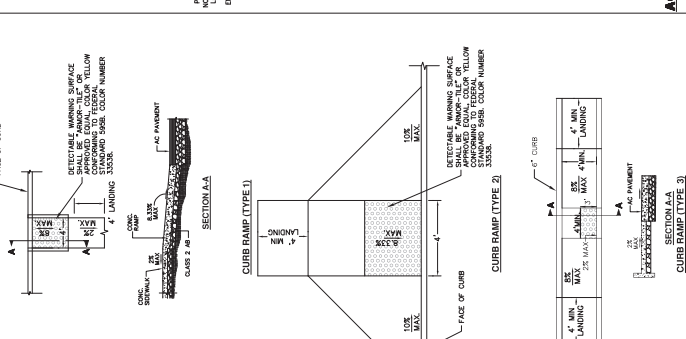
VAN ACCESSIBLE PARKING SPACE SIGN
 ADA PARKING STALL



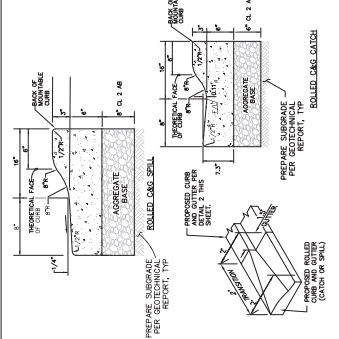
NOT USED



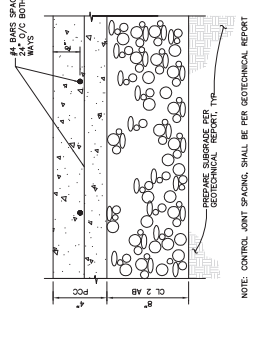
CONCRETE SECTION FIRE LANE



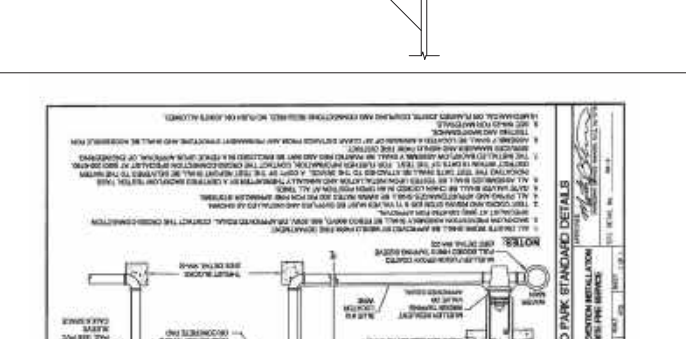
ADA CURB RAMP



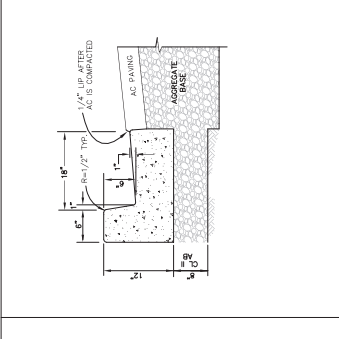
ROLLED CURB



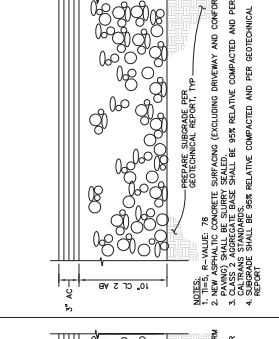
PRIVATE EXTERIOR CONCRETE FLATWORK



PRIVATE BACKFLOW PREVENTER



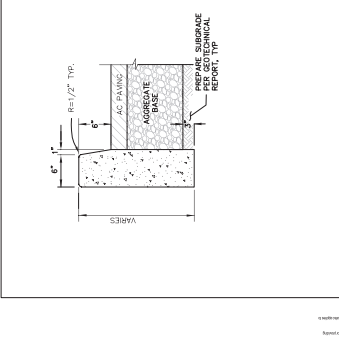
PRIVATE VERTICAL CURB AND GUTTER



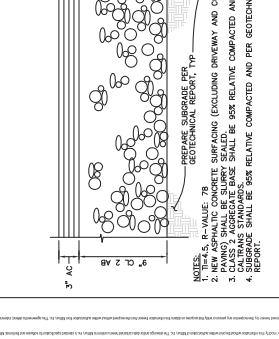
PRIVATE ASPHALT CONCRETE IN FIRE LANE



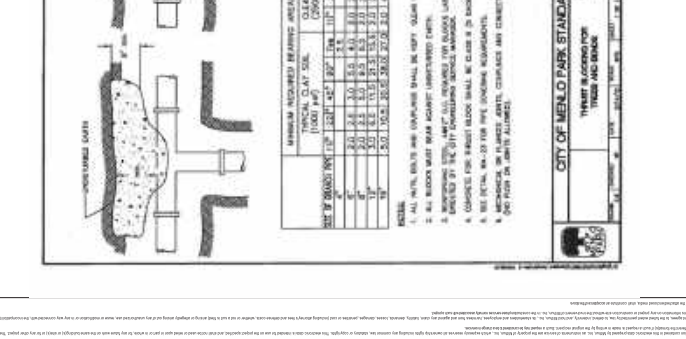
PRIVATE BACKFLOW PREVENTER



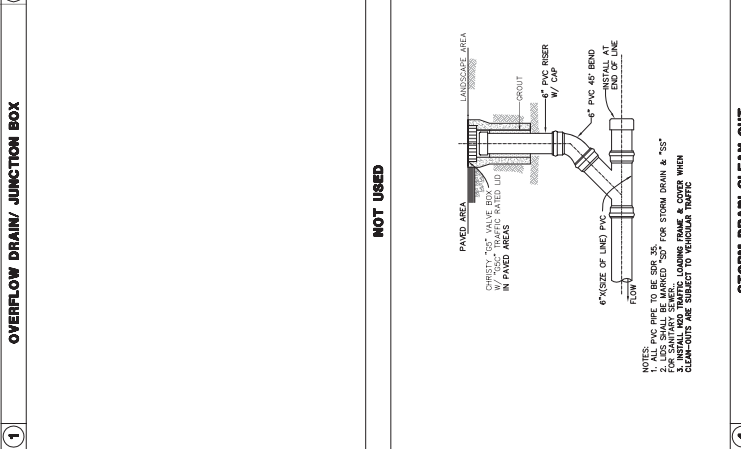
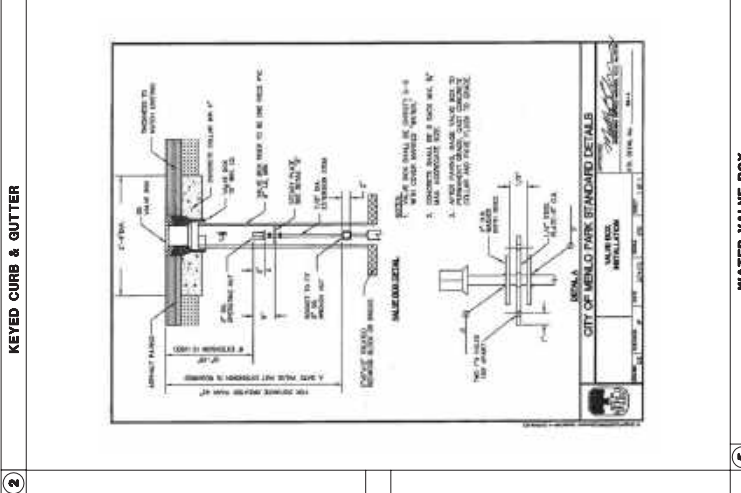
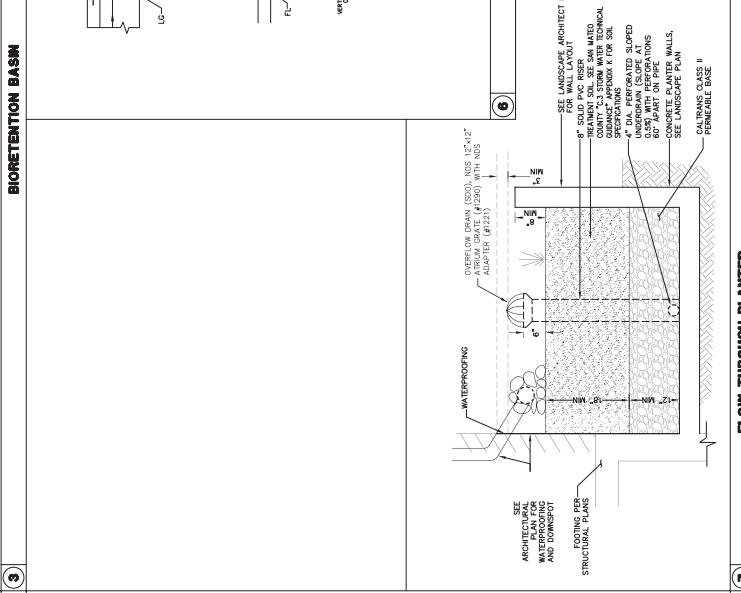
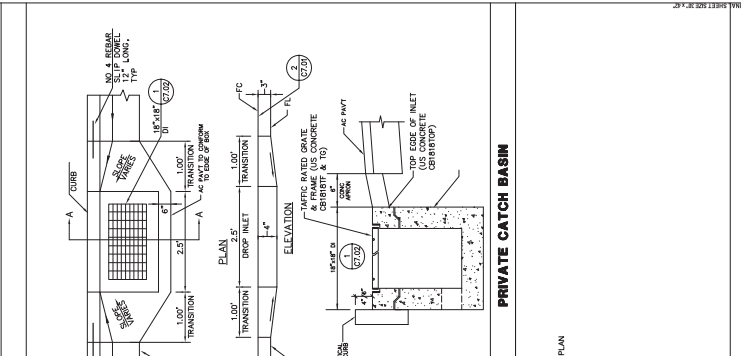
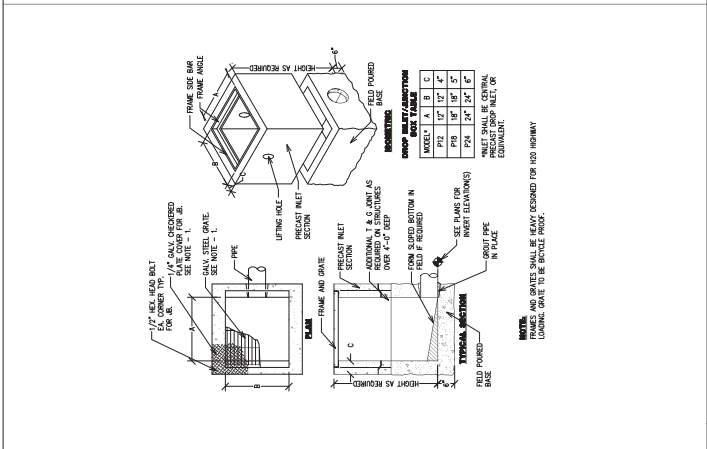
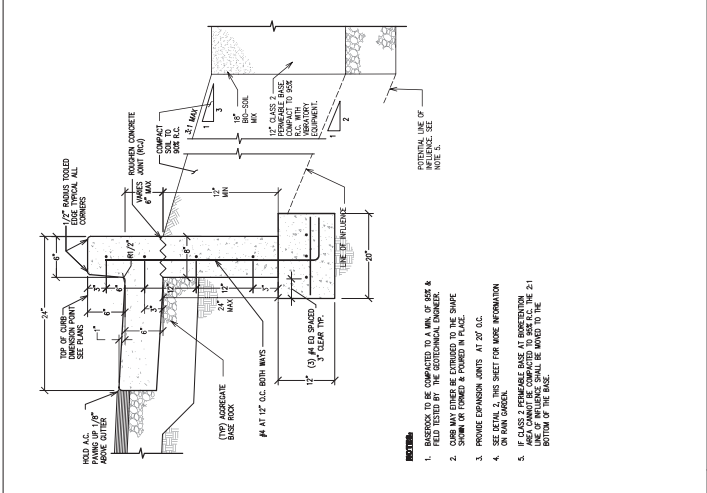
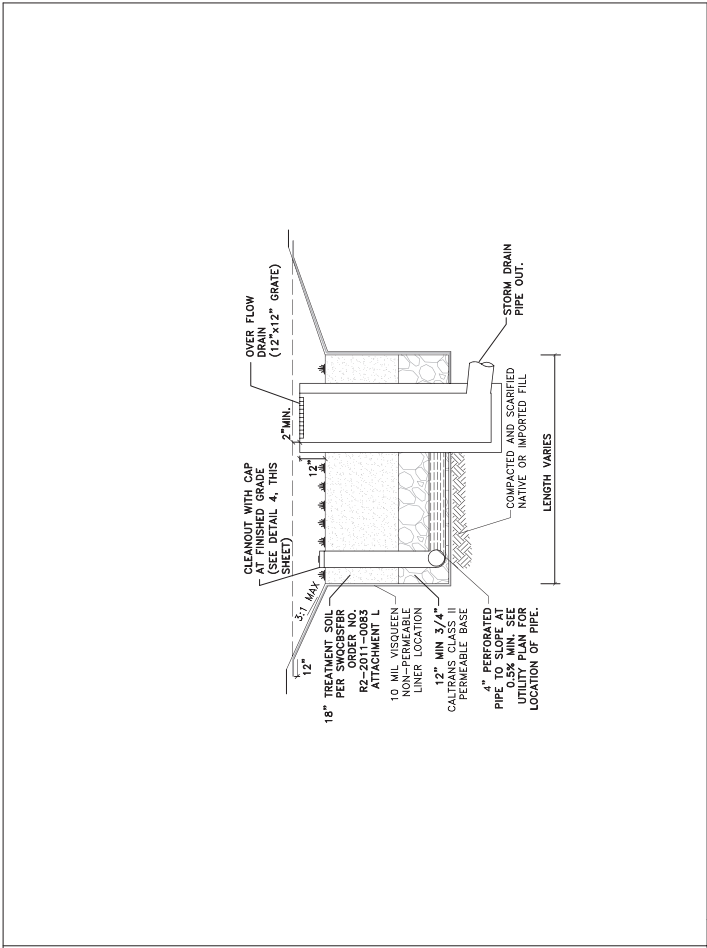
PRIVATE VERTICAL CURB



PRIVATE ASPHALT CONCRETE SECTION



THRUST BLOCK

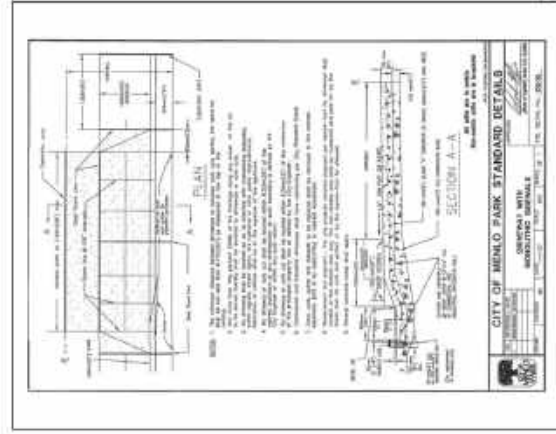
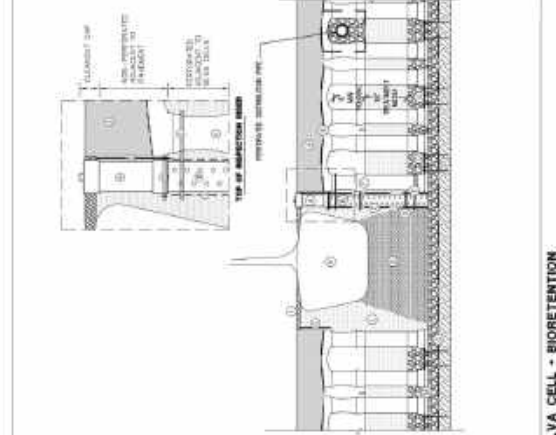
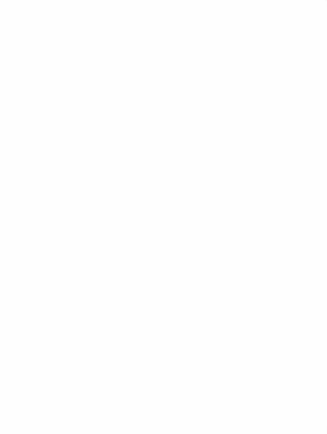
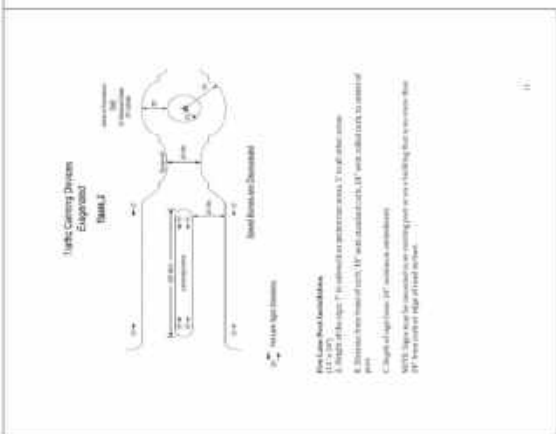
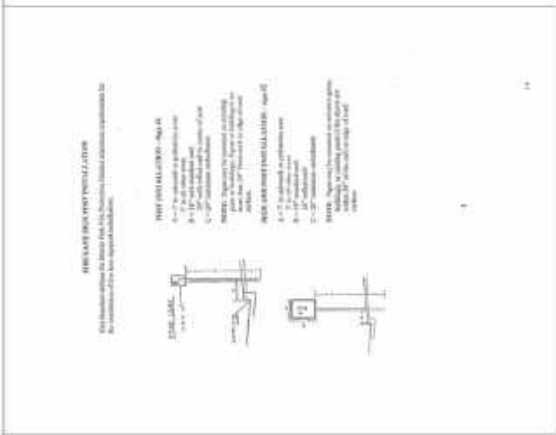
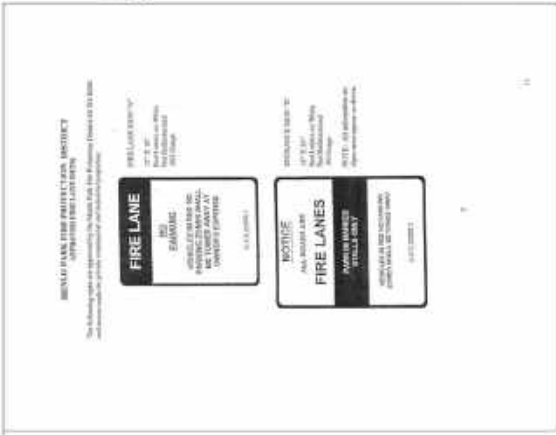


NOT FOR CONSTRUCTION

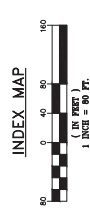
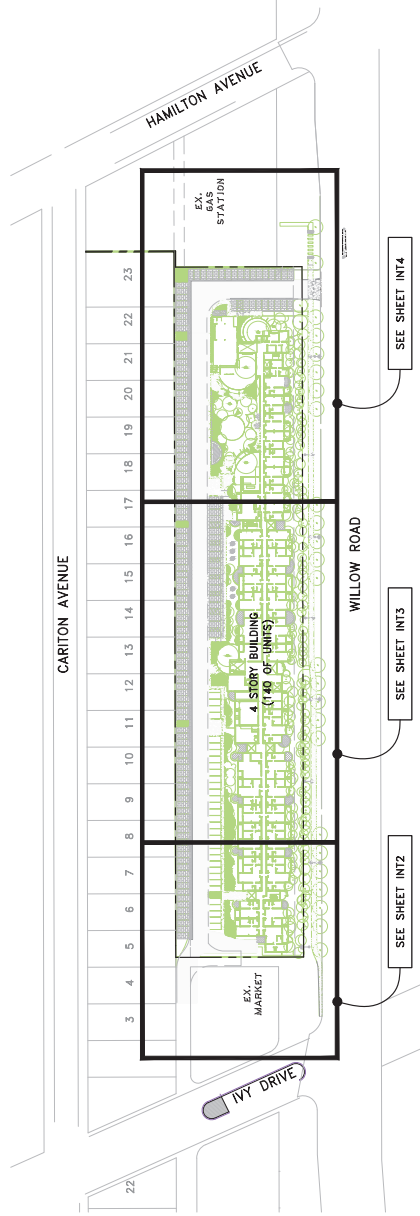
FLOW THROUGH PLANTER

WATER VALVE BOX

STORM DRAIN CLEANOUT



**MIDPEN HOUSING
GATEWAY FAMILY HOUSING
1300 WILLOW ROAD
MENLO PARK, CALIFORNIA
(JOINT TRENCH INTENT - NOT FOR CONSTRUCTION)**



NOTE
PLEASE VERIFY THAT THE SERVICE POINTS IN THIS DRAWING MATCH YOUR DESIGN. IF DISCREPANCIES ARE FOUND, PLEASE CONTACT THE PROJECT MANAGER IN OUR OFFICE.

NOTE TO UTILITIES:
PLEASE INDICATE TIE-IN POINTS ON INTENT RESPONSE

**PRELIMINARY PLANS
NOT FOR CONSTRUCTION**

SHEET	DESCRIPTION
INT1	JOINT TRENCH INTENT TITLE SHEET
INT2-INT4	JOINT TRENCH INTENT

PROJECT DESCRIPTION & SCOPE	
•	NEW SERVICE TO (1) BUILDING CONSISTING OF (141)
•	PERMANENT RELOCATION OF EXISTING UTILITY LINES
•	
•	
•	

LATEST FILES RECEIVED		
DESCRIPTION:	DATE:	STATUS:
GAS DESIGN		
ELECTRIC DESIGN		
TELEPHONE LAYOUT		
CITY LAYOUT		
STREET LIGHT PLANS - PUBLIC		
STREET LIGHT PLANS - PRIVATE		
IMPROVEMENT PLANS (ELECTRONIC FILE)	REV#	12-19-18

PROJECT TEAM CONTACTS	
COMPANY:	PHONE:
MIDPEN HOUSING	650-393-3001
BKF ENGINEERS	408-690-1467
PG&E - SAN CARLOS	
ZARR COMPANY	408-535-8824
MIRHAM - ARCHITECT	415-489-4854
MIRHAM - LANDSCAPE	415-489-4834
GIACALONE DESIGN SERVICES, INC.	925-467-1740
CONTACT:	CONTACT:
NESREEN KAWAR	COLE GAUMITZ
DAVE CARR	DAVE CARR
KRISTEN BELT	KRISTEN BELT
TIM MOULLETTE	TIM MOULLETTE
DAVID CROWFOOT	DAVID CROWFOOT

PG&E PM NO.	
ELECTRIC:	RULE 15:
	RULE 16:
	RULE 20:
	RELOC:
GAS:	RULE 15:
	RELOC:

SHEET INDEX	
SHEET	DESCRIPTION
INT1	JOINT TRENCH INTENT TITLE SHEET
INT2-INT4	JOINT TRENCH INTENT

SYMBOL	DATE	DESCRIPTION	APPROVED

GIACALONE
DESIGN SERVICES, INC.
2525 SHENICK ROAD, SUITE 100, MENLO PARK, CA 94028
925.467.1740 | WWW.GIACALONE.COM

JOINT TRENCH INTENT TITLE SHEET
MIDPEN HOUSING
GATEWAY FAMILY HOUSING
1300 WILLOW ROAD
MENLO PARK
CALIFORNIA

PROJECT MANAGER: M. ALHUSSEINI
LEAD DRAFTER: M. ALHUSSEINI
SCALE: 1"=80'
JOB NO: 18012
DATE LAST MODIFIED: 01-21-19
SHEET
OF 4 SHEETS

REVISIONS	DESCRIPTION	DATE	SAMPLE

GIACALONE
 DESIGN SERVICES, INC.
 224 S. 174th St. #104 • TUMACACI, AZ 85715
 520.479.1740 • WWW.GIACALONEDESIGN.COM

JOINT TRENCH INTENT
 (PROGRESS SET)
 MIDPEN HOUSING
 GATEWAY FAMILY HOUSING
 1300 WILLOW ROAD
 MENLO PARK CALIFORNIA

PROJECT MANAGER:
 DANIEL RYAN
LEAD ENGINEER:
 M. ALHUSSEINI
SCALE:
 1" = 20'
JOB NO.:
 19-002
DATE LAST MODIFIED:
 01-21-19

INT2
 SHEET
 OF 4 SHEETS

LEGEND

- EXISTING TRENCH OR UTILITIES
- PROPOSED TRENCH (DISTRIBUTION)
- PROPOSED TRENCH (SERVICES)
- PROPOSED STREET LIGHT TRENCH
- EXISTING UTILITY SPURCE BOX
- 4'-6"x4'-5" POLE BOX
- 4'-6"x8'-0" POLE SPACE BOX
- 90"x10" POLE PAD MOUNT TRANSFORMER
- EXISTING STREET LIGHT
- EXISTING POST TOP STREET LIGHT
- EXISTING UTILITY POLE
- EXISTING UTILITY POLE GUY ANCHOR
- POLE SKETCH LOCATION NUMBER
- FULL VEHICULAR TRAFFIC L/D
- NOT TO SCALE
- (F.A.L.)
- (N.I.S.)
- (L.O.A.N.)
- UNLESS OTHERWISE NOTED



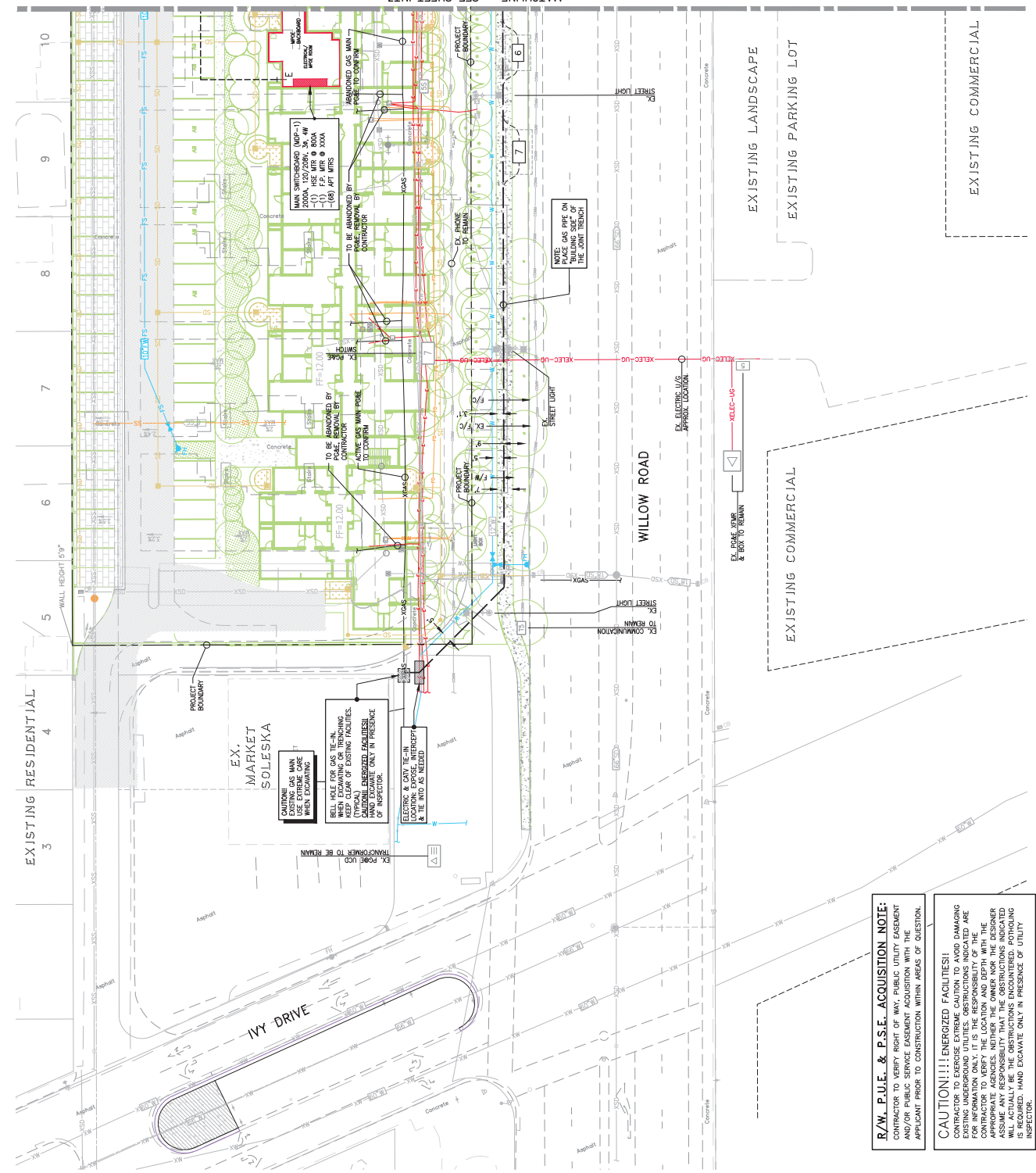
NOTE
 PLEASE VERIFY THAT THE SERVICE POINTS IN THIS DRAWING MATCH THE FIELD. PLEASE CONTACT THE PROJECT MANAGER IN OUR OFFICE.

NOTE TO UTILITIES:
 PLEASE INDICATE TIE-IN POINTS ON INTENT RESPONSE

PRELIMINARY PLANS
 NOT FOR CONSTRUCTION

This area shows you the CALL USA TOLL FREE 811 logo. A circular logo with a crossed-out shovel and the text "CALL USA TOLL FREE 811".

CALL BEFORE YOU DIG



R/W, P.U.E. & P.S.E. ACQUISITION NOTE:
 CONTRACTOR TO VERIFY RIGHT OF WAY, PUBLIC UTILITY EASEMENT AND SERVICE LINES PRIOR TO CONSTRUCTION WITHIN AREAS OF QUESTION.

CAUTION!!!! ENERGIZED FACILITIES!
 CONTRACTOR IS TO VERIFY THE LOCATION OF ALL EXISTING UNDERGROUND UTILITIES. OBSTRUCTIONS INDICATED ARE FOR INFORMATION ONLY. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE LOCATION OF ALL UTILITIES AND ASSUME ANY RESPONSIBILITY THAT THE OBSTRUCTIONS INDICATED WILL ACTUALLY BE THE OBSTRUCTIONS ENCOUNTERED. POT-HOLES ARE TO BE FILL AND EXCAVATE ONLY IN PRESENCE OF UTILITY INSPECTORS.

SYMBOL	DATE	DESCRIPTION	APPROVED


GIACALONE
 DESIGN SERVICES, INC.
 2245 SHAW BLVD. #104
 SAN FRANCISCO, CA 94133
 415.774.1100 | WWW.GIACALONE.COM

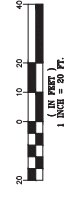
MIDDLEBURY COLLEGE
 GATEWAY FAMILY HOUSING
 1300 WILLOW ROAD
 MENLO PARK CALIFORNIA

INT3
 SHEET
 OF 4 SHEETS

PROJECT MANAGER: M. ALHUSSEINI
 LEAD DRAFTER: M. ALHUSSEINI
 SCALE: 1"=20'
 DATE LAST MODIFIED: 01-21-19

LEGEND

- EXISTING TRENCH OR UTILITIES
- PROPOSED TRENCH (DISTRIBUTION)
- PROPOSED TRENCH (SERVED)
- PROPOSED STREET LIGHT TRENCH
- EXISTING UTILITY SPACE BOX
- 4'-6" x 5'-5" POLE BOX
- 4'-6" x 6" x 4" POLE SPACE BOX
- 90° x 108" POLE PAD MOUNT TRANSFORMER
- EXISTING STREET LIGHT
- EXISTING POST TOP STREET LIGHT
- EXISTING UTILITY POLE
- EXISTING UTILITY POLE GUY ANCHOR
- POLE SKETCH LOCATION NUMBER
- FULL VERTICAL TRAFFIC LD
- NOT TO SCALE
- (F.A.L.)
- (N.L.S.)
- (L.O.A.N.)

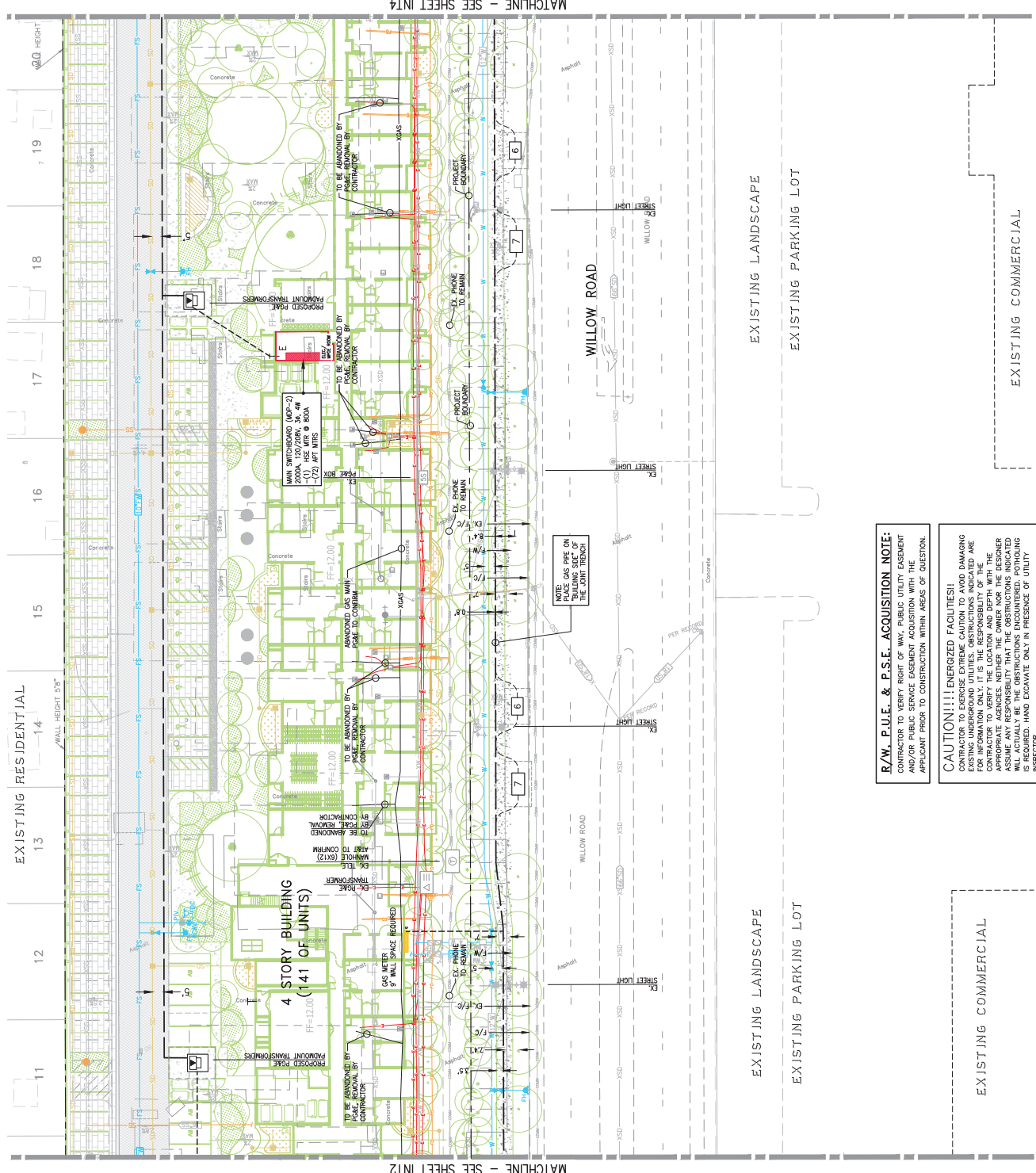


NOTE
 PLEASE VERIFY THAT THE SERVICE POINTS IN THIS DRAWING MATCH THE FIELD. PLEASE CONTACT THE PROJECT MANAGER IN OUR OFFICE.

NOTE TO UTILITIES:
 PLEASE INDICATE TIE-IN POINTS ON INTENT RESPONSE

**PRELIMINARY PLANS
 NOT FOR CONSTRUCTION**

THE JOB WORK YOU ARE CALLING IS A TOLL FREE
 811
 CALL BEFORE YOU DIG



EXISTING RESIDENTIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

EXISTING LANDSCAPE

EXISTING PARKING LOT

EXISTING COMMERCIAL

R/W, P.U.E. & P.S.E. ACQUISITION NOTE:
 CONTRACTOR TO VERIFY RIGHT OF WAY, PUBLIC UTILITY EASEMENT AND PROPERTY LINE INFORMATION WITH ALL APPLICABLE AGENCIES PRIOR TO CONSTRUCTION WITHIN AREAS OF QUESTION.

CAUTION!!! ENERGIZED FACILITIES!
 CONTRACTOR TO EXERCISE EXTREME CAUTION TO AVOID DAMAGING EXISTING UNDERGROUND UTILITIES. OBSTRUCTIONS INDICATED ARE FOR INFORMATION ONLY. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES WITH APPROPRIATE AGENCIES. NEITHER THE OWNER NOR THE DESIGNER ASSUME ANY RESPONSIBILITY THAT THE OBSTRUCTIONS INDICATED WILL ACTUALLY BE THE OBSTRUCTIONS ENCOUNTERED. POTHOLES EXIST. HAND EXCAVATE ONLY IN PRESENCE OF UTILITY INSPECTOR.

REVISIONS	DATE	DESCRIPTION	APPROVED

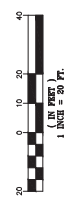
GIACALONE
DESIGN SERVICES, INC.
2245 SHIMMERS WAY, SUITE 100, FOLSOM, CA 95630
916.243.1740 | WWW.GIACALONEDESIGN.COM

JOINT TRENCH INTENT
MIDPEN HOUSING
GATEWAY FAMILY HOUSING
1300 WILLOW ROAD
MENLO PARK CALIFORNIA

PROJECT MANAGER: M. ALHUSSEINI
LEAD DRAFTER: M. ALHUSSEINI
SCALE: 1"=20'
JOB NO: 18-002
DATE LAST MODIFIED: 01-21-19
SHEET: INT4
OF 4 SHEETS

LEGEND

- EXISTING TRENCH OR UTILITIES
- PROPOSED TRENCH (DISTRIBUTION)
- PROPOSED TRENCH (SERVICES)
- PROPOSED STREET LIGHT TRENCH
- EXISTING UTILITY SPACE BOX
- 4'-6" x 6'-6" POLE BOX
- 4'-6" x 6'-6" POLE SPACE BOX
- 90° x 108" POLE PAD MOUNT TRANSFORMER
- EXISTING STREET LIGHT
- EXISTING POST TOP STREET LIGHT
- EXISTING UTILITY POLE
- EXISTING UTILITY POLE GUY ANCHOR
- POLE SKETCH LOCATION NUMBER
- FULL VERTICAL TRAFFIC LID
- NOT TO SCALE
- (F.A.I.)
- (N.I.S.)
- (L.O.A.N.)
- UNLESS OTHERWISE NOTED



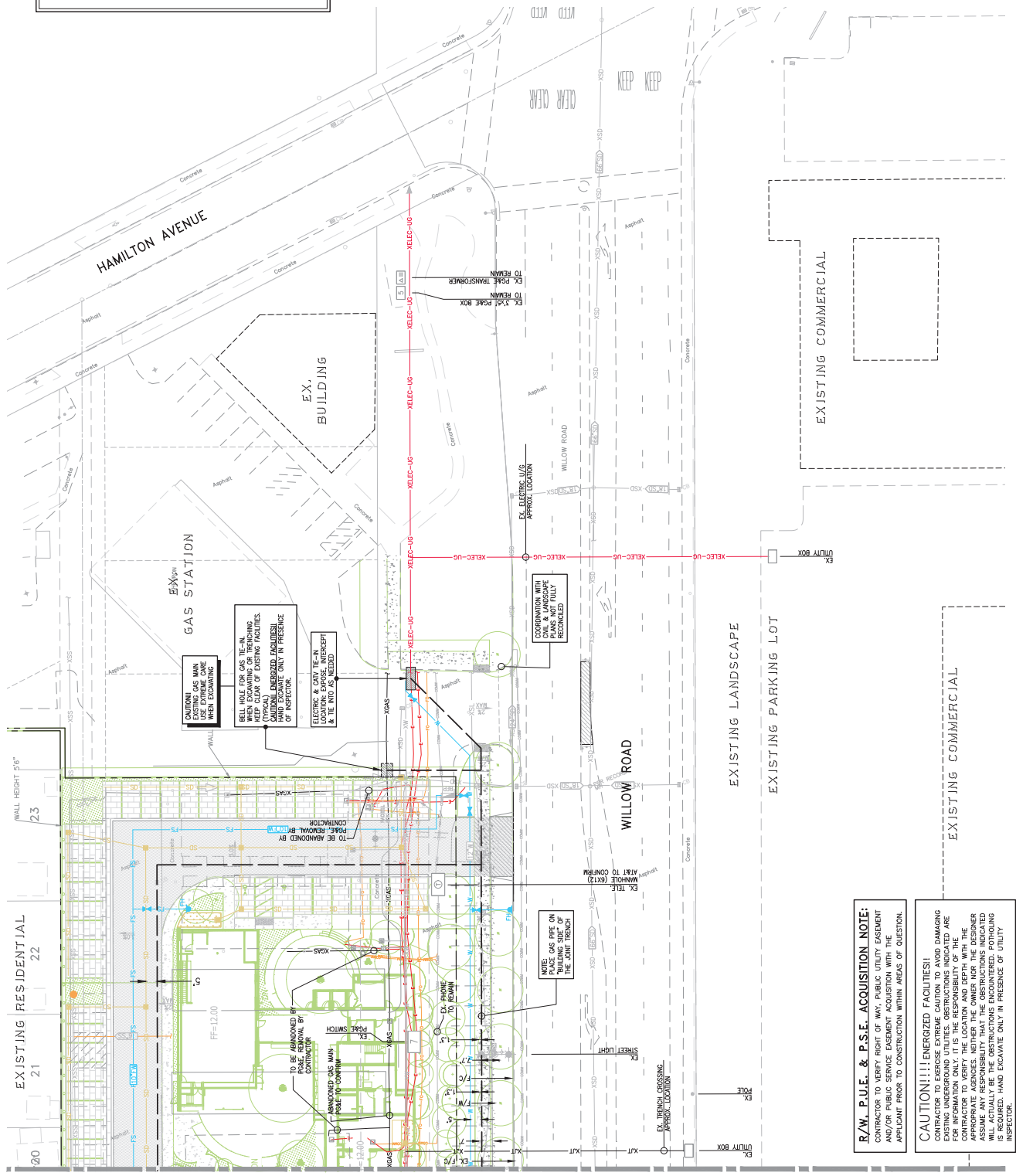
NOTE
PLEASE VERIFY THAT THE SERVICE POINTS IN THIS DRAWING MATCH THE FIELD. PLEASE CONTACT THE PROJECT MANAGER IN OUR OFFICE.

NOTE TO UTILITIES:
PLEASE INDICATE TIE-IN POINTS ON INTENT RESPONSE

PRELIMINARY PLANS
NOT FOR CONSTRUCTION

The area shown you are NOT TO DIG
CALL USA TOLL FREE
811
DATE LAST MODIFIED: 01-21-19

CALL BEFORE YOU DIG

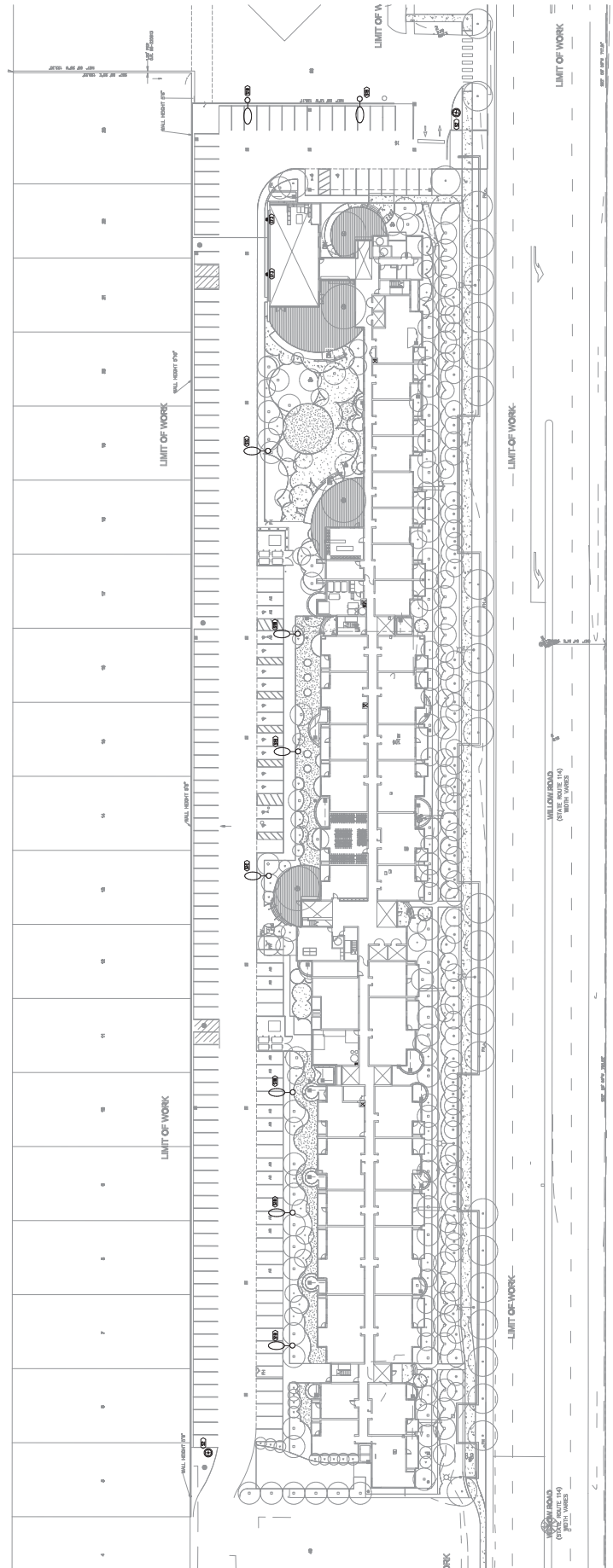


EXISTING RESIDENTIAL 21 22 23
WALL HEIGHT 5'-6"

MATCHLINE - SEE SHEET INT3

R/W, P.U.E. & P.S.E. ACQUISITION NOTE:
CONTRACTOR TO VERIFY RIGHT OF WAY, PUBLIC UTILITY EASEMENT, AND ACQUISITION STATUS OF ALL UTILITIES AND EASEMENTS APPLICABLE PRIOR TO CONSTRUCTION WITHIN AREAS OF QUESTION.

CAUTION!!! ENERGIZED FACILITIES!
CONTRACTOR TO EXERCISE EXTREME CARE TO AVOID DAMAGING EXISTING UNDERGROUND UTILITIES. OBSTRUCTIONS INDICATED ARE FOR INFORMATION ONLY. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES. APPROPRIATE AGENCIES, NEITHER THE OWNER NOR THE DESIGNER ASSUME ANY RESPONSIBILITY THAT THE OBSTRUCTIONS INDICATED WILL ACTUALLY BE THE OBSTRUCTIONS ENCOUNTERED. POTHOLES SHALL BE HAND EXCAVATED ONLY IN PRESENCE OF UTILITY INSPECTOR.

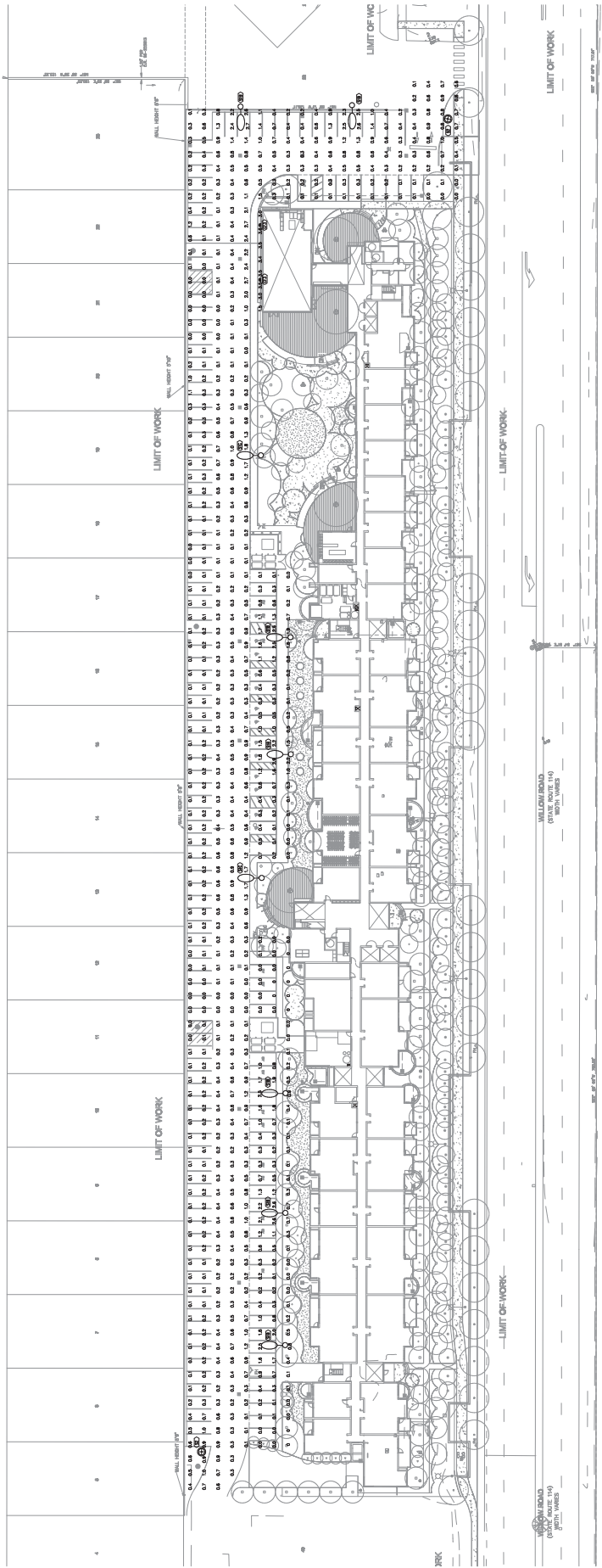


FLAG NOTES	
▶	ALL EXTERIOR LIGHTING TO BE CONTROLLED BY A PHOTOCELL.
▷	NOT USED.

SHEET NOTES	
1.	EXTERIOR EGRESS LIGHTING TO BE POWERED BY THE BUILDING ELECTRICAL SYSTEM.
2.	POLE LIGHTS TO BE CUTOFF AND HAVE BUG RATING SPECIFIED WITH GEC REQUIREMENTS.

SITE LIGHTING
 SCALE: 1" = 20'

NOT FOR CONSTRUCTION

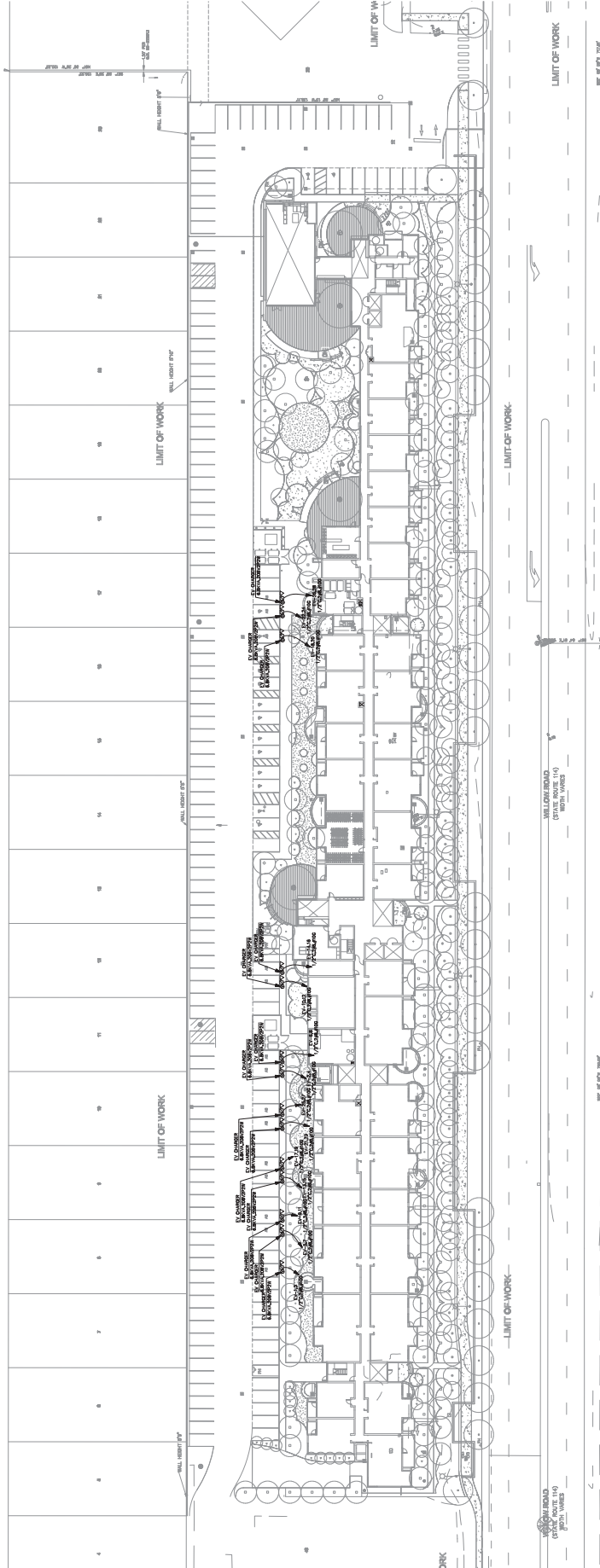


- FLAG NOTES**
- ▶ ALL EXTERIOR LIGHTING TO BE CONTROLLED BY A PHOTOCELL.
 - ▶ NOT USED.
- SHEET NOTES**
1. EXTERIOR EGRESS LIGHTING TO BE POWERED BY THE BUILDING SYSTEM.
 2. POLE LIGHTS TO BE SPECIFIED TO BE 5' TALL, 150 WATT, 120V, 100' CUTOFF AND HAVE BUG RATING SPECIFIED WITH CEC REQUIREMENTS.

General Photometric Schedule	
MAXIMUM FOOT-CANDELES	0.49
MINIMUM FOOT-CANDELES	3.8
AVERAGE TO MINIMUM FC RATIO	0
MAXIMUM TO MINIMUM FC RATIO	3.57 / 0
AVERAGE TO MINIMUM FC RATIO	0.49 / 0

SITE PHOTOMETRICS
 SCALE: 1" = 20'

NOT FOR CONSTRUCTION



FLAG NOTES	
△	ALL EXTERIOR LIGHTING TO BE POWERED BY THE PHOTOCELL.
▷	NOT USED.

SHEET NOTES	
1.	EXTERIOR EGRESS LIGHTING TO BE POWERED BY PHOTOCELL.
2.	POLE LIGHTS TO BE CUT-OFF AND HAVE BUG RATING SPECIFIED WITH GEC REQUIREMENTS.

SITE POWER
 SCALE: 1" = 20'

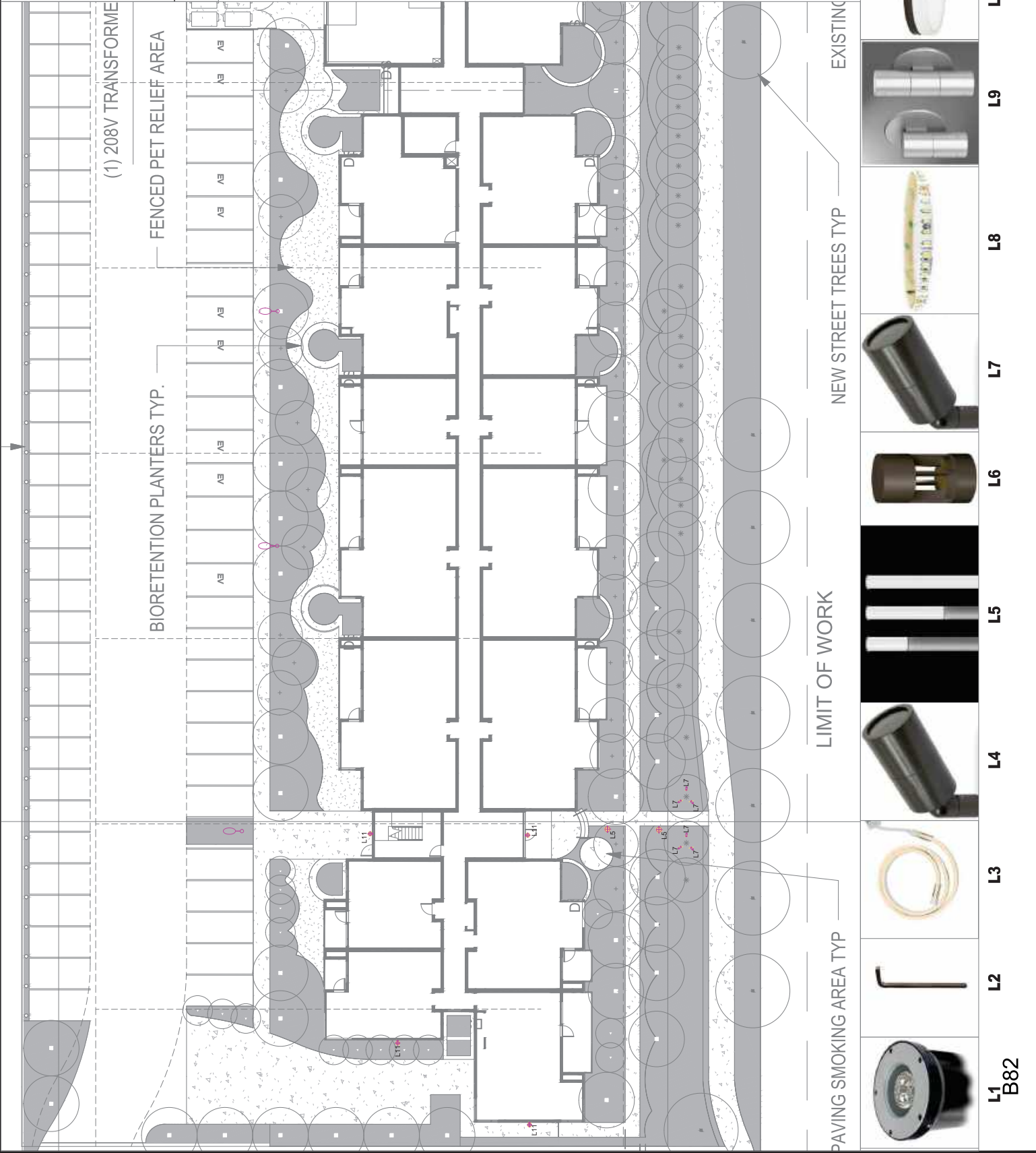
NOT FOR CONSTRUCTION

PROGRESS
SET

SYMBOL	DESCRIPTION
L1	RECESSED TREE SPOTLIGHT
L2	PARAWALL LUMINAIRE
L3	UNDERGROUND STEP LIGHT
L4	TREE SPACER
L5	RECESSED WALL LIGHT
L6	PARAWALL LUMINAIRE
L7	TREE SPACER
L8	LED STREETLIGHT FUNCTIONAL
L9	CONCEALED LUMINAIRE
L10	UP DOWN STREET LUMINAIRE
L11	WALL SCENE
L12	FLOOR LIGHT

NOTES:
1. REFER TO THE CONTRACT FOR THE LIST OF INCLUDING PRODUCTS AND MATERIALS.
2. REFER TO THE CONTRACT FOR THE LIST OF INCLUDING MATERIALS AND FINISHES.
3. REFER TO THE CONTRACT FOR THE LIST OF INCLUDING MATERIALS AND FINISHES.

GATEWAY FAMILY HOUSING (1345 WILLOW ROAD)
MENLO PARK, CALIFORNIA



SYMBOL	DESCRIPTION
L1	RECESSED TREE SPOTLIGHT
L2	PARAWALL LUMINAIRE
L3	UNDERGROUND STEP LIGHT
L4	TREE SPACER
L5	RECESSED WALL LIGHT
L6	PARAWALL LUMINAIRE
L7	TREE SPACER
L8	LED STREETLIGHT FUNCTIONAL
L9	CONCEALED LUMINAIRE
L10	UP DOWN STREET LUMINAIRE
L11	WALL SCENE
L12	FLOOR LIGHT

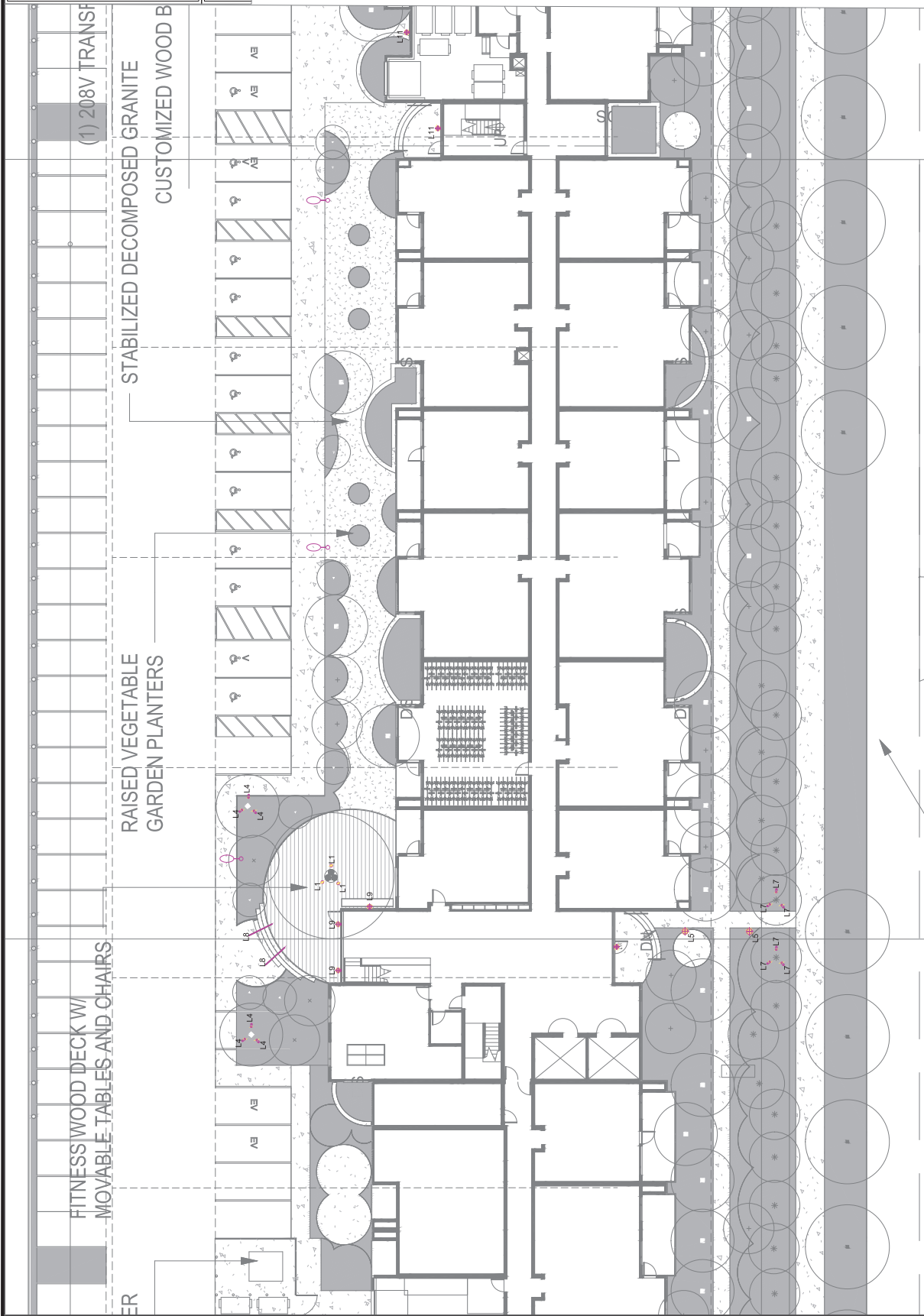


LP.007
Lighting Plan

LIGHTING LEGEND

L1	RECESSED DOWN LIGHT
L2	RECESSED DOWN LIGHT
L3	RECESSED DOWN LIGHT
L4	RECESSED DOWN LIGHT
L5	RECESSED DOWN LIGHT
L6	RECESSED DOWN LIGHT
L7	RECESSED DOWN LIGHT
L8	RECESSED DOWN LIGHT
L9	RECESSED DOWN LIGHT
L10	RECESSED DOWN LIGHT
L11	RECESSED DOWN LIGHT
B83	RECESSED DOWN LIGHT

NOTES:
1. REFER TO THE ARCHITECTURAL DRAWINGS FOR THE FOLLOWING INFORMATION ON THE LIGHTING FIXTURES:
- TYPE AND MODEL NUMBER
- FINISH AND COLOR
- DIMENSIONS AND WEIGHT
- ELECTRICAL REQUIREMENTS



PEDESTRIAN CONCRETE

G STREET TREES PROTECTED IN PLACE

L1 B83

L2

L3

L4

L5

L6

L7

L8

L9

L10

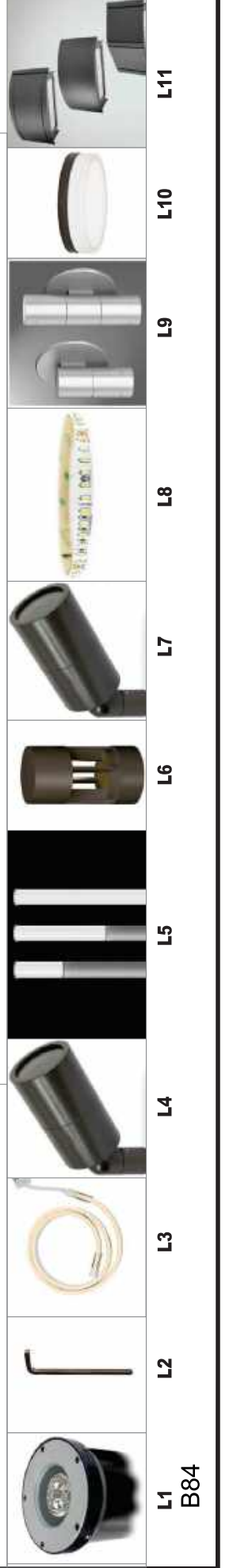
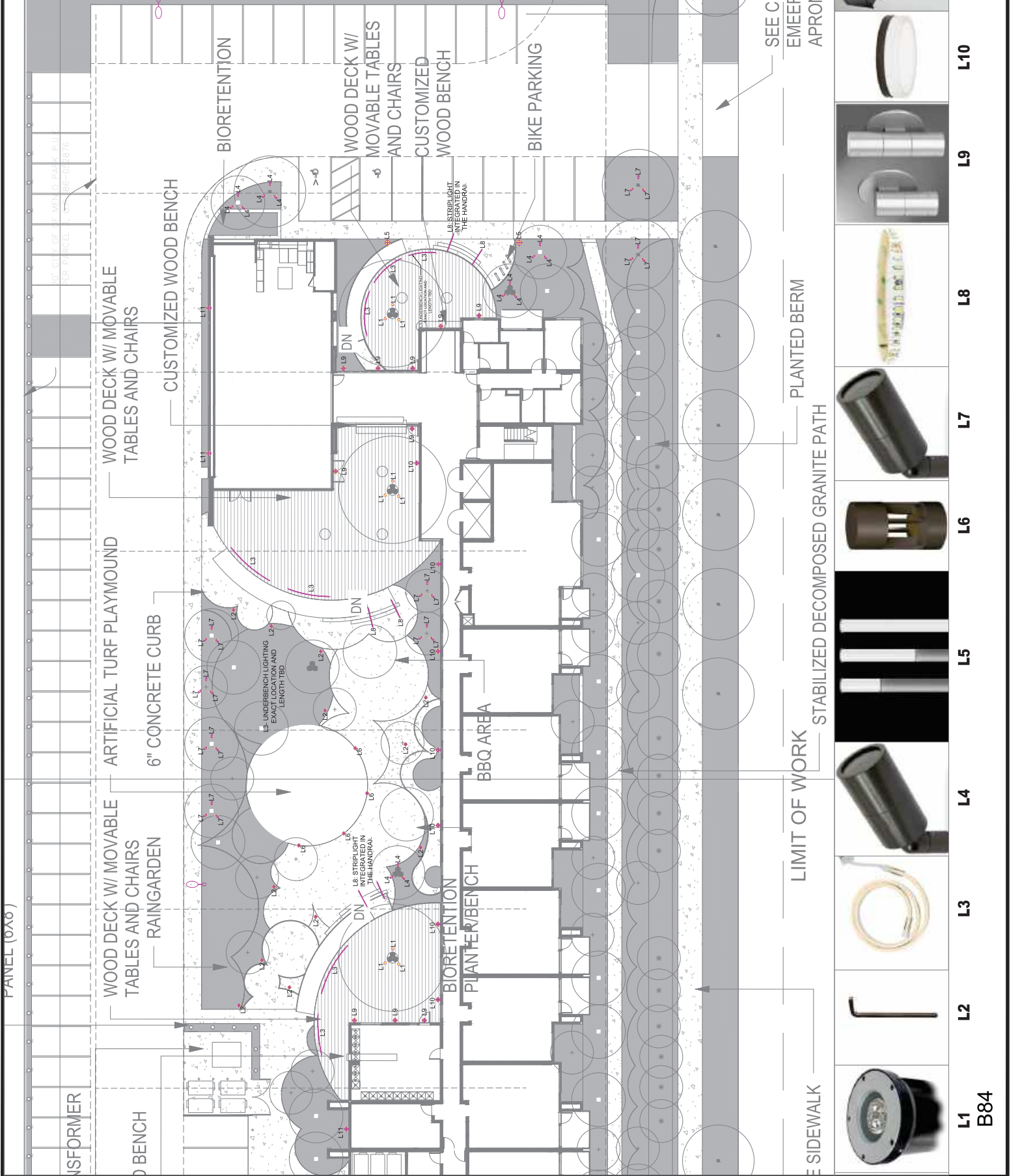
L11

This section displays a vertical strip of images showing different lighting fixture models. Each model is associated with a label from the legend (L1 through L11 and B83). The fixtures include recessed downlights, track lighting, and outdoor sconces.

LIGHTING LEGEND

#	SYMBOL	DESCRIPTION
L1		RECESSED CEILING LIGHT
L2		UNDER-BENCH LIGHTING
L3		STRIP LIGHTING
L4		SPOTLIGHT
L5		RECESSED FLOOR LIGHT
L6		RECESSED FLOOR LIGHT
L7		RECESSED FLOOR LIGHT
L8		STRIP LIGHTING
L9		SPOTLIGHT
L10		SPOTLIGHT
L11		SPOTLIGHT
L12		SPOTLIGHT
L13		SPOTLIGHT
L14		SPOTLIGHT
L15		SPOTLIGHT
L16		SPOTLIGHT
L17		SPOTLIGHT
L18		SPOTLIGHT
L19		SPOTLIGHT
L20		SPOTLIGHT
L21		SPOTLIGHT
L22		SPOTLIGHT
L23		SPOTLIGHT
L24		SPOTLIGHT
L25		SPOTLIGHT
L26		SPOTLIGHT
L27		SPOTLIGHT
L28		SPOTLIGHT
L29		SPOTLIGHT
L30		SPOTLIGHT
L31		SPOTLIGHT
L32		SPOTLIGHT
L33		SPOTLIGHT
L34		SPOTLIGHT
L35		SPOTLIGHT
L36		SPOTLIGHT
L37		SPOTLIGHT
L38		SPOTLIGHT
L39		SPOTLIGHT
L40		SPOTLIGHT
L41		SPOTLIGHT
L42		SPOTLIGHT
L43		SPOTLIGHT
L44		SPOTLIGHT
L45		SPOTLIGHT
L46		SPOTLIGHT
L47		SPOTLIGHT
L48		SPOTLIGHT
L49		SPOTLIGHT
L50		SPOTLIGHT
L51		SPOTLIGHT
L52		SPOTLIGHT
L53		SPOTLIGHT
L54		SPOTLIGHT
L55		SPOTLIGHT
L56		SPOTLIGHT
L57		SPOTLIGHT
L58		SPOTLIGHT
L59		SPOTLIGHT
L60		SPOTLIGHT
L61		SPOTLIGHT
L62		SPOTLIGHT
L63		SPOTLIGHT
L64		SPOTLIGHT
L65		SPOTLIGHT
L66		SPOTLIGHT
L67		SPOTLIGHT
L68		SPOTLIGHT
L69		SPOTLIGHT
L70		SPOTLIGHT
L71		SPOTLIGHT
L72		SPOTLIGHT
L73		SPOTLIGHT
L74		SPOTLIGHT
L75		SPOTLIGHT
L76		SPOTLIGHT
L77		SPOTLIGHT
L78		SPOTLIGHT
L79		SPOTLIGHT
L80		SPOTLIGHT
L81		SPOTLIGHT
L82		SPOTLIGHT
L83		SPOTLIGHT
L84		SPOTLIGHT
L85		SPOTLIGHT
L86		SPOTLIGHT
L87		SPOTLIGHT
L88		SPOTLIGHT
L89		SPOTLIGHT
L90		SPOTLIGHT
L91		SPOTLIGHT
L92		SPOTLIGHT
L93		SPOTLIGHT
L94		SPOTLIGHT
L95		SPOTLIGHT
L96		SPOTLIGHT
L97		SPOTLIGHT
L98		SPOTLIGHT
L99		SPOTLIGHT
L100		SPOTLIGHT

ALL LIGHTING FIXTURES SHALL BE APPROVED BY THE CITY OF MENLO PARK.
 ALL LIGHTING FIXTURES SHALL BE APPROVED BY THE CITY OF MENLO PARK.
 ALL LIGHTING FIXTURES SHALL BE APPROVED BY THE CITY OF MENLO PARK.



1345 Willow Road – Attachment C: Data Table

		R-4-S Regulation¹	Proposed Project Development
Minimum Lot Area		20,000 sf	164,000 sf
Minimum Lot Width		100 ft.	941.3 ft.
Minimum Lot Depth		100 ft.	174.2 ft.
Density	Minimum	20 du/ac	37.2 du/ac (using the AHO bonus)
	Maximum	30 du/ac (48 du/ac with AHO 60% bonus)	
Minimum Yards	Front	10 ft. (5 ft. with AHO)	14.6 ft.
	Interior Side	10 ft., except may be reduced to 5 ft. abutting a private access easement	6.3 ft. to south; 67.3 ft. to north
	Corner Side	10 ft.	N/A
	Rear	10 ft.	51.3 ft.
Maximum Floor Area Ratio		Increase on an even gradient from 60% for 20 du/ac to 90% for 30 du/ac (155% AHO)	102% (using the AHO bonus)
Maximum Building Coverage		40% (45% AHO)	32.5%
Minimum Open Space (Landscaping)		25% (15% AHO)	41.0%
Height	Maximum building height	40 ft. (60 ft. with AHO)	54.3 ft. (using the AHO bonus)
Building Profile		Starting at a height of 25 feet (32 feet with AHO), a 45-degree building profile shall be set at the minimum setback line contiguous with a public right-of-way or single-family zoned property.	Satisfied
Parking	Vehicular	2 spaces for units w/ 2 or more bedrooms; 1.5 spaces for 1 bedroom unit; 1 space per studio. Spaces cannot be located in required front yard setbacks or in tandem (Requirement reduced to 1 parking space per one-bedroom unit and 1.5 spaces per two- and three-bedroom unit per AHO 177 total spaces required. 247 parking spaces would be the requirement when not applying the AHO).	177 spaces (using the AHO bonus)
	Electric Vehicle	For 100 percent Below Market Rate housing developments, EVSE shall be provided for a minimum of 10 percent of the total number of dwelling units.	14 spaces (10% of the total dwelling units)

1345 Willow Road – Attachment C: Data Table

	Bicycle	<p>Long-term – 1 space per unit where a private garage (per unit) is not provided (reduced to 0.5 spaces per unit with AHO; 70 required)</p> <p>Short-term (visitor) – 1 space per every 10 units (14 required)</p>	<p>Long-term: 79 spaces (using the AHO bonus)</p> <p>Short-term: 14 spaces</p>
--	----------------	---	--

¹ A development regulation, except for floor area ratio and density, may be modified subject to a use permit established in Chapter 16.82.

R-4-S Compliance Review Checklist

	Does the project meet the requirement?			If no, please explain the proposed modification and reason for the request.	If yes, list the plan sheet(s) where the development regulation is met
	Y	N	N/A		
16.23.050 Development Regulations					
Minimum Lot Area: 20,000 sf.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		G0.02
Minimum Lot Width: 100 ft.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		G0.02
Minimum Lot Depth: 100 ft.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		G0.02
Minimum Density: 20 du/ac	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		G0.02
Maximum Density: 30 du/ac	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Proposed density is 37.23 du/ac. Increase per Affordable Housing Overlay.	G0.02
Minimum Front Yard: 10 ft.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1/ A1.01
Minimum Interior Side Yard: 10 ft., except may be reduced to 5 ft. abutting a private access easement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1/ A1.01
Minimum Corner Side Yard: 10 ft.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Minimum Rear Yard: 10 ft.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1/A1.01
Maximum Floor Area Ratio: Increase on an even gradient from 60% for 20 du/ac to 90% for 30 du/ac	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed FAR is 102%. Increase allowed by Affordable Housing Overlay	G0.02
Maximum Building Coverage: 40%	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		G0.02
Minimum Open Space (Landscaping): 25%	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		G0.02
Maximum building height: 40 ft.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Proposed bldg ht is 54'-3". 60' allowed by Affordable Housing Overlay.	G0.02
Building Profile: Starting at a height of 25 feet, a 45-degree building profile shall be set at the minimum setback line contiguous with a public right-of-way or single-family zoned property.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A3.01
Parking					
Vehicular: 2 spaces for units w/ 2 or more bedrooms; 1.5 spaces for 1 bedroom unit; 1 space per studio. Spaces cannot be located in required front yard setbacks or in tandem.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0.8 spaces per unit allowed per AHO section 16.98.040(C.3)	G0.02, A1.03
Electric Vehicle: A minimum of 3 percent of the required number of parking spaces shall provide dedicated electric vehicle/plug-in hybrid electric charging stations and a minimum of 2 percent of the required number of parking spaces shall be pre-wired for such equipment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project complies with EV parking provided for 10% (14 EV spaces) of the total units per section 12.18.030	G0.02, A1.03

R-4-S Compliance Review Checklist

	Does the project meet the requirement?			If no, please explain the proposed modification and reason for the request.	If yes, list the plan sheet(s) where the development regulation is met	
	Y	N	N/A			
Bicycle Long term – 1 space per unit where a private garage (per unit) is not provided Short term (visitor) – 1 space per every 10 units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		G0.02, A2.01b, A2.01c	
16.23.060 Mitigation Monitoring						
All development within the R-4-S zoning district shall comply, at a minimum, with the Mitigation Monitoring and Report Program (MMRP) established through Resolution No. 6149 associated with the Housing Element Update, General Plan Consistency Update, and Zoning Ordinance Amendments Environmental Assessment prepared for the Housing Element adopted on twenty-first day of May, 2013.						
16.23.070 Design Standards						
(1) Building Setbacks and Projections within Setbacks						
1a.	Min. of one (1) 15 gallon tree per 20 linear feet for the length of the property frontage along a public right-of-way.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		L0.01, L1.01
1b.	Existing trees in the ROW shall count towards the minimum tree requirement for that frontage.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		L0.01, L1.01
1c.	Min. of one (1) 15 gallon tree per 40 linear feet of property frontage not along a public right-of-way.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		L0.01, L1.01
2.	Building projections, such as balconies and bay windows, at or above the 2 nd floor shall not project more than 5 feet into the setback area.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A1.01, A2 drawings
3.	Where a property is contiguous with a single-family zoned property, no projections into the setback are permitted for balconies or decks at or above the second floor.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A1.01, A2 drawings

R-4-S Compliance Review Checklist

		Does the project meet the requirement?			If no, please explain the proposed modification and reason for the request.	If yes, list the plan sheet(s) where the development regulation is met
		Y	N	N/A		
4.	The total of all horizontal and vertical projections shall not exceed 35% of the building façade area, and no one projection shall exceed 15% of the façade area on which the projections are located. Where such projections enclose interior living space, 85 percent of the vertical surface of the projection shall be windows or glazed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A1.01, A2 drawings
(2) Façade Modulation and Treatment						
1.	Building façades facing public rights-of-way or public open spaces shall not exceed 50 feet in length without a minor building façade modulation. At a minimum of every 35 feet of façade length, the minor vertical façade modulation shall be a minimum 2 feet deep by 5 feet wide recess or a minimum 2 foot setback of the building plane from the primary building façade.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A1.06, A2 drawings
2.	Building façades facing public rights-of-way or public open spaces shall not exceed 100 feet in length without a major building facade modulation. At a minimum of every 75 feet of façade length, a major vertical façade modulation shall be a minimum of 6 feet deep by 20 feet wide recess or a minimum 6 foot setback of building plane from primary building façade for the full height of the building.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A1.06, A2 drawings
3.	In addition, the major building façade modulation shall be accompanied with a 4 foot minimum height modulation and a major change in fenestration pattern, material and/or color.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A1.06, A2 drawings
(3) Building Profile						
1.	The façade of a building shall be limited to one major step back.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		A3.10

R-4-S Compliance Review Checklist

		Does the project meet the requirement?			If no, please explain the proposed modification and reason for the request.	If yes, list the plan sheet(s) where the development regulation is met
		Y	N	N/A		
2.	Horizontal building and architectural projections, like balconies, bay windows, dormer windows beyond the 45-degree building profile shall comply with the standards for Building Setbacks & Projections within Setbacks section and shall be architecturally integrated into the design of the building.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A3.01
3.	Vertical building projections like parapets and balcony railings shall not extend more than 4 feet beyond the 45-degree building profile and shall be architecturally integrated into the design of the building.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A3.01
4.	Rooftop elements that may need to extend beyond the 45-degree building profile due to their function, such as stair and elevator towers, shall be architecturally integrated into the design of the building.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A3.00

(4) Height

1.	Vertical building projections such as parapets and balcony railings may extend up to 4 feet beyond the maximum building height, and shall be architecturally integrated into the design of the building.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A3.01, A3.02a-A3.02c, A3.10, A3.11
2.	Rooftop elements that may need to exceed the maximum building height due to their function, such as stair and elevator towers, shall not exceed 14 feet beyond the maximum building height. Such rooftop elements shall be architecturally integrated into the design of the building.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A3.01, A3.02a-A3.02c, A3.10, A3.11
3.	Towers, cupolas, spires, chimneys, and other architectural features not exceeding 10 percent of the roof area may exceed the maximum building height limit by a maximum of 10 feet. Such rooftop elements shall be architecturally integrated into the design of the building.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A3.01, A3.02a-A3.02c, A3.10, A3.11

R-4-S Compliance Review Checklist

		Does the project meet the requirement?			If no, please explain the proposed modification and reason for the request.	If yes, list the plan sheet(s) where the development regulation is met
		Y	N	N/A		
(5) External Materials						
1.	Buildings shall be designed and incorporate materials that discourage graffiti. Windows, doors, and small architectural features are exempt from this requirement.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A3.01, A3.02a-A3.02c
2.	All external stucco shall be completed in textures that are smooth, sanded, or fine-scraped. Heavy-figuring or rough cast stucco are not permitted.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		A3.01, A3.02a-A3.02c (no stucco) +
3.	Stucco on the external façade shall be limited to no more than 80% of the entire area of an elevation, inclusive of all windows and doors.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		A3.01, A3.02a-A3.02c (no stucco) +
4.	All external windows where in solid walls shall be inset by a minimum of 2 inches from the face of the external finishes.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A9.01
5.	When simulated divided light windows are included in a development, the windows shall include mullions on the exterior of the glazing and contain internal dividers (spacer bars) between the window panes.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
(6) Building Entries						
1.	When a residential building is adjacent to a public street or other public space, the building shall provide entries, access points or features oriented to the street that are visible from the public right-of-way or public space and provide visual cues to denote access into the building. For larger residential buildings with shared entries, the main entry shall be through prominent entry lobbies or central courtyards facing the street.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		G0.03, A1.01, A2.01b, A2.01c, A3.02a-A3.02c

R-4-S Compliance Review Checklist

		Does the project meet the requirement?			If no, please explain the proposed modification and reason for the request.	If yes, list the plan sheet(s) where the development regulation is met
		Y	N	N/A		
(7) Open Space						
1.	Residential developments shall have a minimum of 100 square feet of open space per unit created as common open space or a minimum of 80 square feet of open space per unit created as private open space, where private open space shall have a minimum dimension of 6 feet by 6 feet. In case of a mix of private and common open space, such common open space shall be provided at a ratio equal to 1.25 square feet for each one square foot of private open space that is not provided.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		G0.02, A1.09
2.	Depending on the number of dwelling units, common open space shall be provided to meet the following criteria:					
	i. 10-50 units: Minimum of one space, 20 feet minimum dimension (400 sf. total, minimum).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	ii. 51-100 units: Minimum of one space, 30 feet minimum dimension (900 sf. total, minimum).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	iii. 101 or more units: Minimum of one space, 40 feet minimum dimension (1,600 sf. total, minimum).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A1.01, A1.09, A2.01c
(8) Parking – See Development Regulations						
(9) Bicycle Parking						
1.	Each long term bicycle parking space shall consist of a locker or locked enclosure, such as a secure room or controlled access area, providing protection for each bicycle from theft, vandalism and weather. A private locked storage unit that can accommodate a bicycle satisfies this requirement. Within a common residential building garage, bicycle parking shall be located within 40 feet of common access points into the building.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A2.01B

R-4-S Compliance Review Checklist

		Does the project meet the requirement?			If no, please explain the proposed modification and reason for the request.	If yes, list the plan sheet(s) where the development regulation is met
		Y	N	N/A		
2.	Short-term bicycle parking shall consist of a bicycle rack or racks at street level and is meant to accommodate visitors.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1/A1.01, A2.01b, A2.01c
3.	Bicycle parking facilities shall not impede pedestrian or vehicular circulation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

(10) Shade and Shadow

1.	Development shall be designed so that shadow impacts on adjacent shadow-sensitive uses (e.g. residential, recreational, churches, schools, outdoor restaurants, historic buildings, and pedestrian areas) are minimized to the best extent possible. Shadow-sensitive uses shall not be shaded by project-related structure for more than three hours between the hours of 9:00 a.m. and 3:00 p.m. Pacific Standard Time (between late October and early April), or for more than four hours between the hours of 9:00 a.m. and 5:00 p.m. Pacific Daylight Time (between early April and late October).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		A1.04, A1.05
----	---	-------------------------------------	--------------------------	--------------------------	--	--------------

(11) Lighting

1.	Exterior lighting fixtures shall use fixtures with low cut-off angles, appropriately positioned, to minimize glare into dwelling units and light pollution into the night sky.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		LP.00A, LP.00B, LP.00C, E1.00, E1.01, E1.02
2.	Lighting in parking garages shall be screened and controlled so as not to disturb surrounding properties, but shall ensure adequate public security.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		



January 23, 2019

Mr. Matthew Pruter
Associate Planner
City of Menlo Park
701 Laurel St.
Menlo Park, CA 94025

Re: Gateway Family Housing
R4S Zoning Compliance Submittal
Mithun Project No. 1526000

Dear Mr. Pruter,

We are pleased to submit Gateway Family Housing for the R4S Zoning Compliance Review on behalf of MidPen Housing. The project, located at 1345 Willow Road, is on a prominent corridor and will be transformative for current site residents as well as the neighborhood. We have been working with the City for the past 6 years to create this development opportunity that aligns with the General Plan goals to increase affordable housing supply in this area, and look forward to continuing our work with you as we move the project forward.

mithun.com

Project Description

Project Data

The proposed project consists of 140 affordable housing units and associated common spaces in a 3 and 4 story elevator-served building. Parking is provided on grade along the back of the site. Amenity spaces include a community room, exercise room with a large deck, teen room, after-school program space, 2 large laundry rooms, a landscaped courtyard connected to the community room, and a variety of smaller outdoor spaces for community gardens and lush vegetation. Management offices and services offices are located adjacent to the lobbies to create a welcoming presence for residents and guests. Some parking is available for guests at the main lobby area, while the remaining parking is secured by vehicle access gates.

The proposed project will replace 82 existing low-income housing units with 118 surface parking spaces, which MidPen Housing has owned and managed since 1987. The property was originally built in the 1960s and does not fully meet residents' needs. Lack of accessibility to and within units, lack of community space, and problematic circulation patterns (both vehicular and pedestrian) are just a few of the issues that the new construction will address.

Project Design

Our design approach for Gateway Housing balances the use of a coherent palette of colors and materials with creating variety of form and syncopated rhythm all nestled in to a rich landscape. Along the length of Willow Rd., variations in height and massing stepping up from the street as well as strategic changes in materials work to create a human-scale to the building and landscape. Each of the units has a small deck, creating depth to the façade. Wood railings add texture, and glazed corridor lounges provide transparency through the building towards the landscaped rear yard.

Mithun | Pier 56
1201 Alaskan Way, #200
Seattle, WA 98101

T 206.623.3344
F 206.623.7005

Mithun | Solomon
660 Market Street, #300
San Francisco, CA 94104

T 415.956.0688
F 415.956.1688

The main entry for the project is located at the north end of the site where a new curb cut will provide the site with its own driveway off Willow Road. The lobby and community room create an entry court, with storefront glazing allowing views into the landscaped courtyard. The warm community room and connection to the landscaping welcome residents and visitors, and help create an identity for the site in an otherwise soft color and material palette.

Trees cannot be planted within the existing 20'-0" PUE along the rear of the property. However, trees are planted at the rear of the building inset from the parking lot to fulfill the 40'-0" requirement along the rear of the property. There is one portion of the site in which the 40'-0" requirement could not be accommodated due to limited planting area adjacent to the community room, emergency vehicle access aisle, and the 20'-0" PUE; this dimension has been noted on sheet L2.01. MidPen has worked closely with the Carlton neighbors to establish the building heights and distances from the rear of the property. MidPen has also offered to plant trees in neighbors yards since the PUE is limiting the ability to plant trees closer to the property edge.

Frontage Road Abandonment

The proposed project includes a reconfiguration of Frontage Road at the 1300 block to address current circulation and access challenges by creating distinct public and private areas. We are proposing that the City vacate and abandon a portion of Frontage Road (approximately 37'), and retain the remainder (approximately 25') as pedestrian public right of way. The new pedestrian public right of way will be designed and constructed as part of the project. The existing wall will be demolished and replaced with 2 planting strips on either side of a public sidewalk along with a separate walking path protected by planting and berms set in from Willow Road.

Frontage Road is currently used as parking and circulation for the residential property. The proposed change would formalize the existing use and clearly delineate public and private realms. This same process was approved and constructed at Sequoia Belle Haven, MidPen's property on the 1200 block of Willow Rd. Vacation and abandonment at this property will allow for a continuation of the pedestrian route created at Sequoia Belle Haven, and a site configuration that will greatly benefit residents, staff and the neighborhood.

At the south end of the site, we are requesting a partial abandonment of the piece of Frontage Rd. running east-west along the side property line with Soleska Market. We are proposing that 13' of the Frontage Rd. be vacated to 1305 Willow Rd (Soleska Market), to allow one-way vehicular circulation for the market. The project team has worked closely with the owners of Soleska Market to reach this vacation agreement.

Community Outreach

The project team has been working with residents and neighbors for the past 6 years to ensure a design that meets the City's goals, the owner's criteria, and the residents' needs while also addressing the neighbors' concerns. Initial outreach began as part of the City's Housing Element update in 2012, and has continued throughout the years, with MidPen participating in the Belle Haven Vision and Action Plan meetings and the City's Connect Menlo General Plan update process. Specific Gateway Family outreach to-date includes:

- April/May, 2017: Met one-on-one with community members
- May 3, 2017: Presented at Belle Haven Neighborhood Association Meeting ("BHNA")
- May 17, 2017: Held meeting with existing Gateway residents
- May/June, 2017: Conducted door-to-door outreach on 1200 and 1300 blocks of Carlton

- June 5, 2017: Participated in City sponsored community meeting
- June 13, 2017: Attended house meeting hosted by Carlton Ave homeowner
- June 15, 2017: Hosted Grand Opening for Sequoia Belle Haven. Invited community members, including Carlton Avenue neighbors and BHNA
- June 19, 2017: Hosted Property tour for community. Toured Gateway and Sequoia Belle Haven.
- June, 2017: Conducted door-to-door outreach on 1200 and 1300 blocks of Carlton
- July 10, 2017: Attended house meeting hosted by Carlton Ave homeowner
- July 12, 2017: Held meeting with existing Gateway residents
- July 13, 2017: Met one-on-one with community members
- June 21, 2018: Held meeting with existing Gateway residents
- July 9, 2018: Held meeting with Carlton neighbors at Sequoia Belle Haven
- November 7, 2018: Presented at Belle Haven Neighborhood Association
- December 10, 2018: Held meeting with existing Gateway residents
- December 17, 2018: Held a community meeting at the Senior Center
- January 30, 2019: Held a community meeting at the Senior Center

We have met most extensively with the Carlton neighbors directly behind the project site, as they are the most directly affected by the new development. While they have expressed concern about building height and losing privacy in their yards, they seem to appreciate the importance of increasing the number of affordable housing units. The most active neighbor in our collaboration with the neighbors ultimately spoke in support of the project at the City Council session for funding commitment last summer.

The agreement that we have reached with the neighbors is to pull the building as close to Willow Rd. as possible by relocating several utilities within Frontage Rd., reduce height to 2 or 3 stories where the building gets closer to the Carlton neighbors, and to locate non-residential program spaces in these areas closest to Carlton, to whatever degree possible.

The existing residents are very excited and supportive of the redevelopment of Gateway. Having seen the transformation of the senior property at Sequoia Belle Haven- the more functional and efficient units, expansive community and on-site services spaces, and the rich landscape of the courtyard – they are eager for their new homes. Residents are aware that the redevelopment will require temporary relocation in near-by housing, which will be coordinated by a relocation specialist.

MidPen created a website for the project after hearing from community members that participating in community meetings is challenging for some: <http://www.gatewayfamilyredevelopment-midpen.com/proposal-updates.html>. Also available on the website is the full extent of community outreach that has been done to date.

Zoning and Affordability

The design complies with the R-4-S design standards and guidelines, along with the Affordable Housing Overlay. Units will be targeted at 30-60% of Area Median Income and the density bonus outlined in the AHO has been calculated assuming this level of affordability. We are making use of 3 incentives within the AHO including Stories/ Height, Parking, and Setbacks.

MidPen recognizes the intent of the standards and guidelines to ensure that new building is of high-quality, enhances the neighborhood, and contributes to a healthy environment. The

project is targeting a LEED gold rating, embracing sustainable building principles such as improved indoor air quality, increased durability, and reduction of energy and water use.

Gateway's redevelopment is a valuable opportunity to increase the supply of affordable housing in Menlo Park given the scarcity and high cost of available land. With more than forty years of experience as one of the largest, most trusted developers and owners of high-quality affordable rental housing in Northern California, MidPen is well positioned to develop the Gateway property as a real asset to the City of Menlo Park.

Please don't hesitate to contact us with any questions you have pertaining to the project. We look forward your feedback!

Sincerely,

Kristen Belt
Mithun

cc: Nesreen Kawar, *MidPen Housing*

MITHUN

San Mateo County – Department of Housing Application for AHF 6.0 Funds (FY 2018-19)
Gateway Family Housing
1317-1385 Willow Road, Menlo Park, CA

Attachment III.E

Relocation Plan

Draft Relocation Plan prepared by Autotemp dated August 2017.

A U T O



T E M P

**Gateway Apartments
1317-1385 Willow Road
Menlo Park, CA**

RELOCATION PLAN

**Prepared for
MidPen Housing
303 Vintage Park Dr., Suite 250
Foster City, CA 94404**

by

**Autotemp
373 4th Street Suite 2A
Oakland, CA 94607**

August 2017

INTRODUCTION

Since its inception in 1970, MidPen Housing Corporation (MidPen or Developer) has earned a reputation as one of northern California’s leading, non-profit sponsors and developers of assisted rental housing for low-, and moderate-income families, seniors, single adults and, persons with special needs.

The Corporation includes two other affiliated corporations; ‘Mid-Peninsula Housing Management Corporation (MPHMC)’ and, ‘Mid-Peninsula Housing Services Corporation (MPHSC)’.

The housing management corporation is the affiliate which manages 86 properties in 29 cities and towns in the San Francisco/Monterey Bay regions. MPHMC has provided professional property management services for over twenty years. The service corporation (MPHSC) provides on-site service coordination; computer education programs for students, seniors and, persons with special needs; summer youth programs; arranges for on-site child care; and, provides a broad range of services and supports for MPHC residents.

MidPen proposes to acquire, and undertake an extensive redevelopment of the Gateway Apartments.

The Project

The proposed project, Gateway Apartments redevelopment, consists of 82 units: two studios, 24 one-bedrooms, 32 two-bedrooms and 24 three-bedroom units within six buildings. One of the three-bedroom units is a manager’s unit. The property was originally built in the 1960s. It was purchased and lightly rehabbed in 1987 by MidPen. The property is currently 100% low-income housing, serving families. Given the age of the property, it is in significant need of revitalization.

The apartments are an existing affordable housing with a project based rental subsidy from the San Mateo County Housing Authority. Located at 1317-1385 Willow Road in Menlo Park, the apartments generally have a low vacancy rate, and is currently fully rented. The property currently offers laundry facilities and a community room.

The Developer proposes the demolition and reconstruction of the existing residential structures at 1317-1385 Willow Road. The Project, the proposed reconstruction, includes constructing a single three- and four- story building with up to 140 apartments with one, two, and three-bedroom apartments. The new development will have dedicated spaces for on-site management and resident services. Community spaces will include small flexible spaces that can be used for a wide array of activities and adapt as residents' needs evolve. Also included in the \$42m budget is the construction of a community room with kitchen, a computer lab, a classroom for after school programs, a fitness room, as well as active and passive outdoor common spaces.

The dwelling units which are the subject of this Relocation Program are located in the City of Menlo Park and County of San Mateo. The subject property is located between the Bayfront Expressway (CA 84) and U.S. 101. The area is generally comprised of commercial and residential uses, with nearby parks and schools. For the regional and site-specific locations, the subject property is shown at 'Project Site Maps' (**Attachment 1**).

The project will comply with all General Plan guidelines, housing element and zoning requirements of the City and is compatible with adjacent land uses. There is no foreseen negative impact on the surrounding neighborhood.

Prospective funding sources are conventional financing; 4% low income housing tax credits (LIHTC), City of Menlo Park BMR and former Redevelopment Agency funding, County of San Mateo AHF 3 and AHF 5 funds, along with a Project Based Section 8 (HAP) contract on 8a units from the San Mateo County Housing Authority.

As a result of the Project, all of the current households will be temporarily displaced, to allow redevelopment to occur in an orderly and safe manner. Prior to construction, any vacancies will be held vacant, to minimize disruption through the completion of the Project.

Autotemp, an experienced acquisition and relocation firm, has been selected to prepare this Relocation Plan ('Plan'), and will provide all subsequently required relocation assistance. In compliance with statutory requirements, the Plan has been prepared to evaluate the present circumstances and replacement housing requirements of the current Project occupants. The Developer will provide all

subsequently required relocation assistance to the households which will be temporarily displaced.

This Plan sets forth policies and procedures which would be necessary to conform to statutes and regulations established by the Federal, Uniform Relocation Act (46 U.S.C. § 4600 et seq.), its implementing regulations (49 C.F.R.) Part 24); and, the California Relocation Assistance Law, California Government Code Section 7260 et seq (the “CRAL”) and the California Relocation Assistance and Real Property Acquisition Guidelines, Title 25, California Code of Regulations, Chapter 6, Section 6000 et seq. (the "Guidelines") for residential displacements and the funding agencies’ own rules and regulations.

It should be noted that, with certain narrow exceptions, Federal funds cannot be used for any “displaced person” who is an alien not lawfully present in the United States.

RELOCATION PLAN

This Relocation Plan has been prepared in accordance with the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (the ‘Uniform Act’);); and, the California Relocation Assistance Law, California Government Code Section 7260 et seq (the “CRAL”) and the California Relocation Assistance and Real Property Acquisition Guidelines, Title 25, California Code of Regulations, Chapter 6, Section 6000 et seq. (the "Guidelines") for residential displacements, along with the funding agencies’ own rules and regulations.

No displacement activities will take place prior to the required reviews and approval of this Plan. In order to attain its overall development goals for the Project, it is the Developer’s intention to provide a fair and equitable relocation program for all eligible Project displacees.

A. General Demographic and Housing Characteristics

To obtain information necessary for the implementation of the Plan, interviews will be conducted with the current tenants on the Project site. Inquiries made of the occupants will include primary language in the home, disabilities and health problems, and preferences related to temporary replacement housing and location.

All information of a statistical nature supplied by property management was purely anecdotal in nature and not validated by documentary evidence such as will otherwise be required to comply with relocation qualifying criteria.

The standard housing density utilized provides for two (2) persons per bedroom and one person in a common living area for tenant occupied units although, this can be adjusted to include two persons in the common living area. There is currently no over-crowding.

Relocation activities will consider individual household needs to be close to public transportation, employment, schools, public/social services and agencies, recreational services, parks, community centers, or shopping.

Relocation Assistance information and assistance will be provided in the primary language of the displaced occupants, in order to assure that all displaced occupants obtain a complete understanding of the relocation plan and eligible benefits. Currently, English and Spanish are the spoken languages on site.

B. RELOCATION HOUSING RESOURCES AND NEEDS

The interview process will be used to determine housing preferences or reported need to be close to public transportation, employment, schools, public/social services and agencies, recreational services, parks, community centers, or shopping. In addition, health needs, which will require special consideration for accessibility, and perhaps proximity to medical facilities, will be identified. The interviews will be performed by relocation staff and confidentiality will be maintained.

The rehabilitation is currently scheduled to be completed in one 11.5 month phase. No household will be moved off-site for a period greater than one year.

C. REPLACEMENT HOUSING RESOURCES

A resource survey will be conducted prior to any mandatory displacement to identify available comparable, decent, safe and sanitary units, which are adequate in size, and contain the required number of bedrooms for each household, in the Menlo Park area. Referrals will be made to “open-market” housing. For the purposes of this

Plan, a survey of the nearby area found availability of sufficient housing to accommodate prospectively temporarily displaced households. These temporary resources are corporate housing, unfurnished apartments with all utilities, including local phone, gas, electric, cable and DSL. A per-diem allowance will not be required.

D. CONCURRENT RESIDENTIAL DISPLACEMENT

Based on the needs of the Project, there is no concurrent displacement, either by the Developers or others, which may impact upon the ability to relocate the Project occupants, based upon the findings of the housing resource study.

E. TEMPORARY HOUSING

There is no anticipated need for temporary housing beyond what is outlined in this Plan. Should such a need arise, the Developer will respond appropriately, and in conformance with all applicable laws and requirements.

F. PROGRAM ASSURANCES AND STANDARDS

There shall be adequate funds budgeted to relocate all temporarily displaced households. All displacement and re-housing services will be provided to ensure that displacement does not result in different, or separate treatment of households based on race, nationality, color, religion, national origin, sex, marital status, familial status, disability or any other basis protected by the federal Fair Housing Amendments Act, the Americans with Disabilities Act, Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, the California Fair Employment & Housing Act, and the Unruh Act, as well as any otherwise arbitrary, or unlawful discrimination.

All households received a Notice of Non-Displacement/General Information Notice (see Attachment 2) and will receive a minimum of a 90 day notice prior to their need to move, followed by a 30 day notice and a seven day notice, for those households being temporarily displaced. Upon completion of the redeveloped housing, no household will be economically displaced, with rents remaining unchanged due to the redevelopment.

G. RELOCATION ASSISTANCE PROGRAM

Autotemp staff is available to assist the temporarily displaced tenants with questions regarding relocation and/or assistance in relocating. Relocation staff can be contacted **Toll-free** at **888.202.9195** from 8:30 a.m. to 6:00 p.m., Monday through Friday and also available on-site by appointment. The Relocation Office is located at **373 4th Street, Suite 2A, Oakland, CA 94607**.

A comprehensive relocation assistance program, with technical and advisory assistance, will be provided to the households being displaced. Close contact will be maintained with each household. Specific activities will:

1. Fully inform eligible project occupants of the nature of, and procedures for, obtaining relocation assistance.
2. Determine the needs of each residential displacee eligible for assistance;
3. Provide assistance that does not result in different or separate treatment due to race, color, religion, national origin, sex, sexual orientation, marital status or other arbitrary circumstances;
4. Assist each eligible person to complete applications for benefits.
5. Make relocation benefit payments in accordance with the Guidelines, where applicable;
6. Inform all persons subject to displacement of the Developer's policies with regard to eviction and property management; and,
7. Establish and maintain a formal grievance procedure for use by displaced persons seeking administrative review of the Developer's decisions with respect to relocation assistance.

H. CITIZEN PARTICIPATION

The Developer will ensure the following:

1. Resident meetings will be held to promote education and understanding of the relocation program;
2. Full and timely access to documents relevant to the relocation program;
3. Provision of technical assistance necessary to interpret elements of the relocation program and other pertinent materials;
4. The Plan will be reviewed to ensure that it is feasible; and complies with locally-adopted rules and regulations governing relocation.

I. RELOCATION BENEFIT CATEGORIES

Benefits will be provided in accordance with URA, the CRAL, the Guidelines, and all other applicable regulations and requirements. Benefits will be paid upon submission of required claim forms and documentation in accordance with approved procedures. The Developer will provide appropriate benefits for any eligible household as required by the above laws and requirements.

Specific eligibility requirements and benefit plans will be detailed on an individual basis with all displaced households. In the course of personal interviews and follow-up visits, each displaced household will be counseled as to available options and the consequences of any choice with respect to financial assistance.

Residential Moving Expense Payments

Any and all temporarily displaced households will be eligible to receive a payment for moving expenses. Moving expenses will be based on **Actual Reasonable Moving Expense Payments** – The displaced tenants will receive the services of a licensed, professional mover to perform the move; the Developer will pay for the actual cost of the move as follows. The payment will be made directly to the mover and may include:

- (a) Transportation of the displaced person and personal property. Transportation costs for a distance beyond 50 miles are not eligible, unless the Developer determines that relocation beyond 50 miles is justified.

- (b) Packing, crating, unpacking, and uncrating of the personal property.
- (c) Disconnecting, dismantling, removing, reassembling, and reinstalling relocated household appliances and other personal property.
- (d) Storage of the personal property for a period not to exceed 12 months, unless the Developer determines that a longer period is necessary.
- (e) Insurance for the replacement value of the property in connection with the move and necessary storage.
- (f) The replacement value of property lost, stolen, or damaged in the process of moving (not through the fault or negligence of the displaced person, his or her agent, or employee) where insurance covering such loss, theft, or damage is not reasonably available.
- (g) Other moving-related expenses that are *not* listed as ineligible under § 24.301(h), as the Developer determines to be reasonable and necessary.

Temporary Relocation

Those households which need to be moved temporarily *off-site* for rehabilitation activities will be offered residential moving payments as outlined above. During their temporary move, housing costs, for eligible households, will be limited to their current rent plus utilities.

The Developer will pay any *increased* costs for housing, for eligible households, directly to the pre-arranged, temporary landlord. If a household does not return to Gateway Apartments upon notification of an available unit, any rental or relocation assistance will be terminated.

These potential replacement housing resources offer full amenities including kitchens and utilities, thus avoiding the need to provide a meal allowance per-diem.

Eligible households, subject to the Developer's approval, wishing to move temporarily from the project for the duration of their displacement, to housing *not* identified by the Developer (such as with family and/or friends) will be reimbursed, pursuant to a pre-determined schedule, for rental assistance to accommodate their household's reasonable preferences.

Due to the temporary nature of such a move, accommodations will also be made for storage of personal property, as *necessary*.

J. PAYMENT OF RELOCATION BENEFITS

Claims and supporting documentation for relocation benefits must be filed with the Developer within eighteen (18) months from:

- The date the claimant moves from the acquired property; **or**,
- The date on which final payment for the acquisition of real property is made, whichever is later.

The procedure for the preparation and filing of claims and the processing and delivery of payments will be as follows:

1. Claimant(s) will provide all necessary documentation to substantiate eligibility for assistance.
2. Assistance amounts will be determined in accordance with the provisions of Relocation Law and guidelines, as may be applicable.
3. Required claim forms will be prepared by relocation personnel in conjunction with claimant(s). Signed claims and supporting documentation will be submitted by relocation personnel to the Developer.

4. The Developer will review, and approve claims for payment, or request additional information.
5. The Developer will issue benefit checks which will be delivered to the household, unless circumstances dictate otherwise.
6. Final payments will be issued after confirmation that the Project area premises have been completely vacated, and actual residency at the replacement unit is verified.
7. Receipts of payment will be obtained and maintained in the relocation case file.

No household will be displaced until “comparable” housing is located as defined above. Relocation staff will inspect any replacement units to which referrals are made to verify that they meet all the standards of decent, safe, and sanitary as defined in Section 24.2 (a) (8) of the Uniform Act.

No household will be entitled to a rental assistance or replacement housing payment if it chooses to move to a replacement unit which does not meet the standards of decent, safe, and sanitary housing.

K. RELOCATION TAX CONSEQUENCES

In *general*, relocation payments are *not* considered income for the purpose of the Internal Revenue Code of 1986, or the Personal Income Tax Law, Part 10, of the Revenue and Taxation Code. The above statement on tax consequences *is not* intended to be provision of tax advice by the Developer, MidPen, their Agents, Consultants or, Assigns. Displacees are encouraged to consult with their own, independent tax advisors concerning the tax consequences of relocation payments.

L. APPEALS POLICY

The appeals policy will follow the standards described in Section 6150 et seq. of the Guidelines. Briefly stated, the displaced tenants will have the right to ask for review when there is a complaint regarding any of their rights to relocation and relocation

assistance, such as a determination as to eligibility, the amount of payment, or the failure to provide a comparable replacement housing referral.

M. EVICTION POLICY

Eviction by the Developer is permissible only as a last alternative. With the exception of persons considered to be in unlawful occupancy, a displaced person's eviction does not affect eligibility for relocation assistance and benefits. Relocation records must be documented to reflect the specific circumstances surrounding the eviction.

Eviction may be undertaken only for one or more of the following reasons:

1. Failure to pay rent, except in those cases where the failure to pay is due to the Lessor's failure to keep the premises in habitable condition; is the result of harassment or retaliatory action; or, is the result of discontinuation or substantial interruption of services;
2. Performance of a dangerous, and/or illegal act in the unit by tenant, tenant's guest(s) and/or invitee(s) or any combination thereof;
3. A material breach of the rental agreement and failure to correct breach within 30 days of notice;
4. Maintenance of a nuisance, and failure to abate within a reasonable time following notice;
5. Refusal to accept one of a reasonable number of offers of replacement dwellings;
6. A requirement under State, or local law or emergency circumstances that cannot be prevented by reasonable efforts on the part of the public entity.

N. PROJECTED DATES OF DISPLACEMENT

Displaced households will receive a minimum of a Ninety (90)-day Notice-to-Vacate. Redevelopment is anticipated to begin in early 2019. This notice is expected to be

issued in late 2018 for those households being temporarily displaced.

Prior to moving, all temporarily displaced households will enter into a Memorandum of Understanding with the Developer, discussing each party’s responsibilities during the move.

O. ESTIMATED RELOCATION COSTS

MidPen Housing pledges to appropriate the necessary funds, on a timely basis, to ensure the successful completion of the project. Any and all required financial assistance will be provided. The anticipated budget for relocation benefits including implementation services and oversight is as follows:

Temporary Relocation- 82 Households- One Phase

Temporary Housing	\$5,730,000.00
Moving Assistance	\$ 315,000.00
Reasonable Accommodations	\$ 10,000.00
Relocation Services	\$ 175,000.00
Total	\$ 6,230,000.00

(Remainder of page intentionally left blank)

TABLE OF ATTACHMENTS

Attachment 1: Project Site Maps

Attachment 2: Notice of Non-Displacement/General Information Notice

ATTACHMENT 1: PROJECT SITE MAPS

Figure 1. Regional Site Location

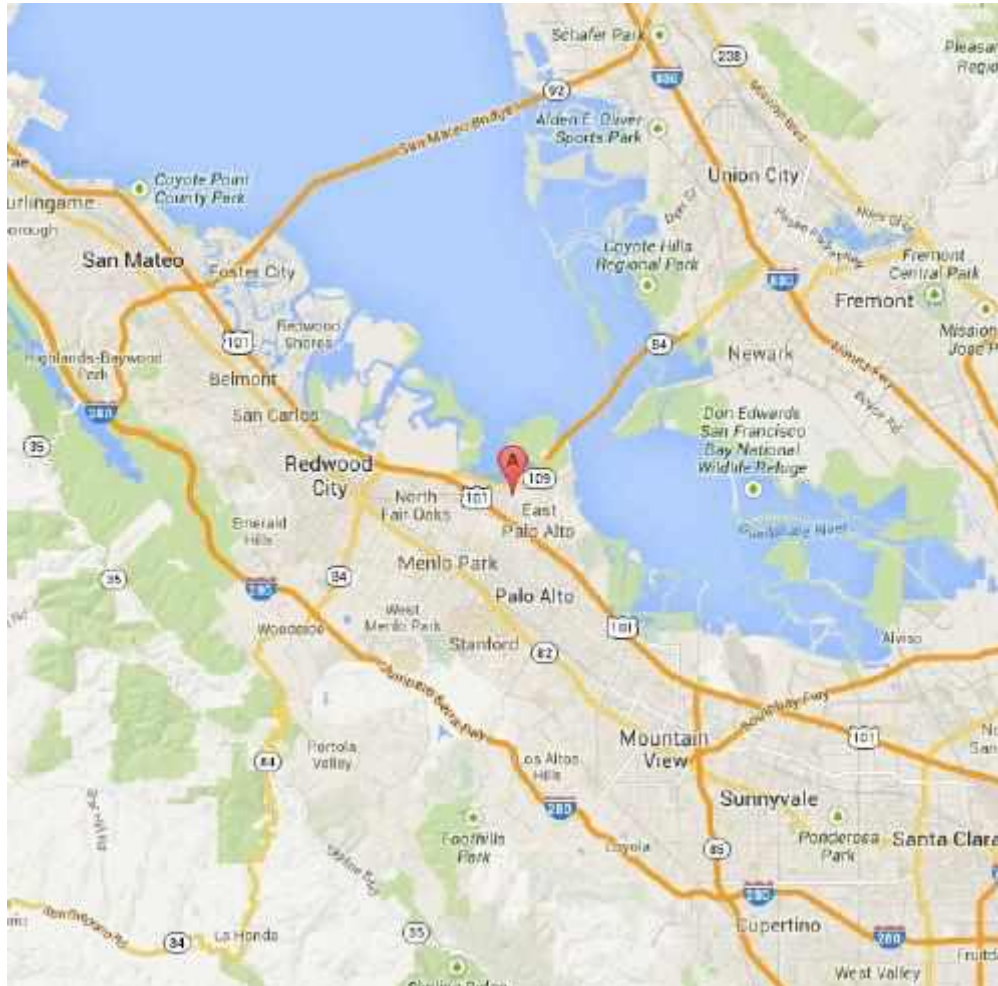


Figure 2. Site-specific Location

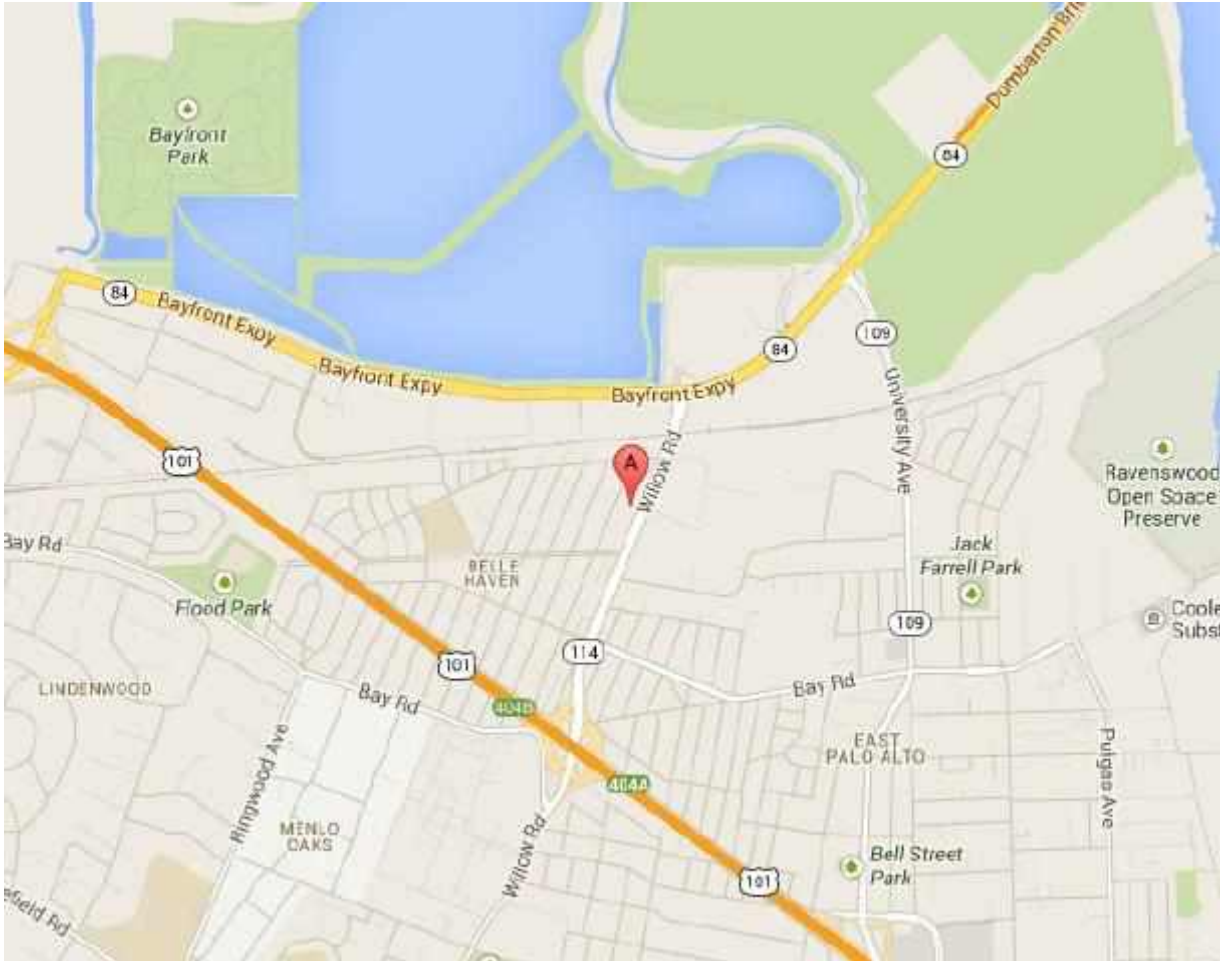
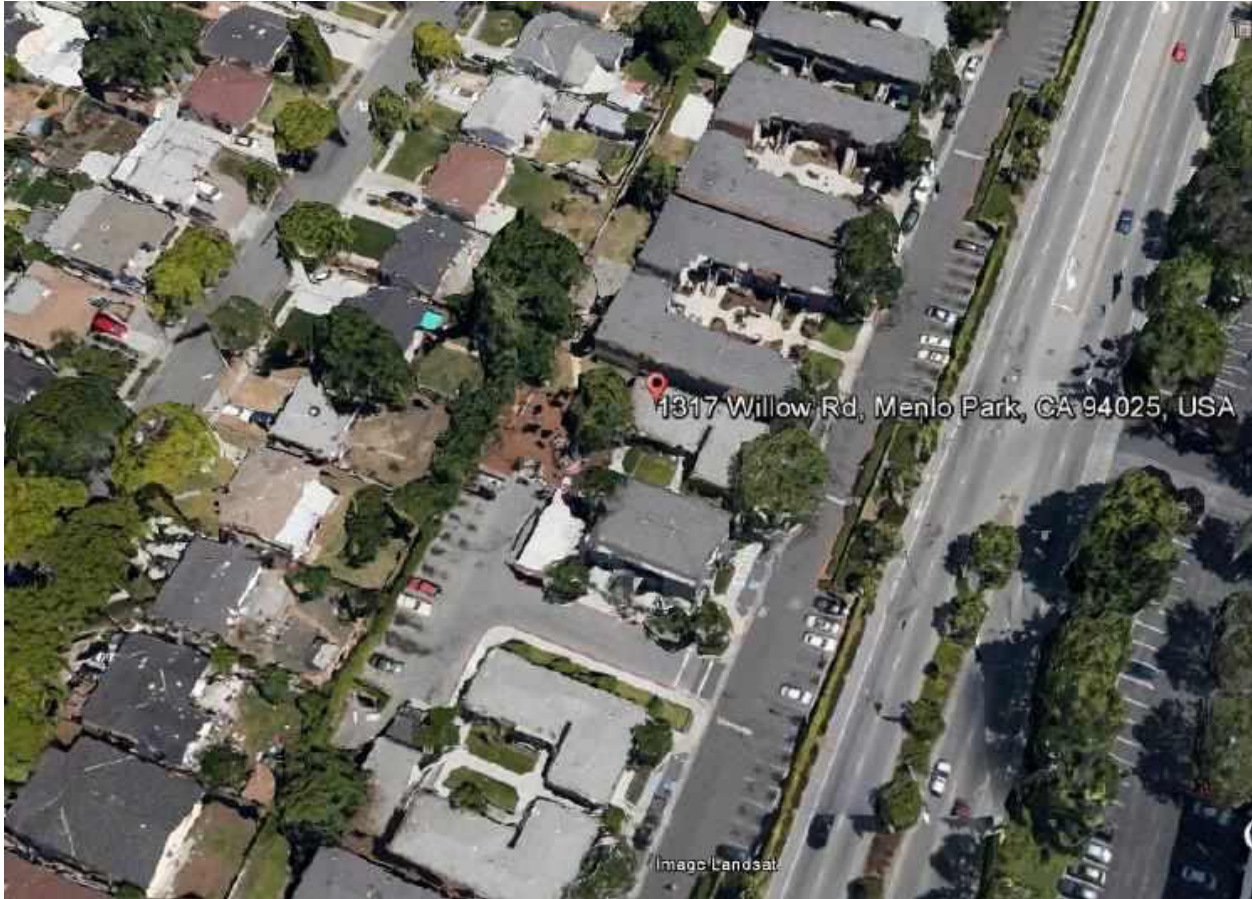


Figure 3. Overhead View



**ATTACHMENT 2:
Notice of Non-Displacement**

Notice of Non-Displacement Residential Occupant

Date:

_____ and All Other Occupants
1317-1333 Willow Road Apt _____
Menlo Park, CA 94025

Dear Gateway Apartments Resident:

MidPen Housing (MidPen) is a non-profit organization whose mission is to develop and operate affordable housing in northern California. MidPen manages the property that you currently occupy at Gateway Apartments in Menlo Park, CA.

As a landlord, MidPen works hard to provide a comfortable living environment for all of its residents. To that end, we are in the preliminary stages of evaluating feasibility, scope, and funding options for the renovation of Gateway Apartments. At this time, there is not a concrete proposal or timeline for work that may be completed.

The purpose of this notice is to inform you that you will not be permanently displaced in connection with the proposed project.

However if MidPen is able to proceed with the rehabilitation plans, you may be required to move temporarily so that the rehabilitation can be completed. If you must move temporarily, suitable housing will be made available to you, including moving costs and any increase in housing costs and you will be reimbursed for all reasonable out of pocket expenses. MidPen has retained the professional firm of Autotemp to assist in the planning and logistics of any temporary relocation that may be required if/when rehabilitation is undertaken.

Again, this is not a notice to vacate the premises or a notice of relocation eligibility. You should continue to pay your monthly rent to your landlord because a failure to pay rent and meet your other obligations as a tenant may be cause for eviction and loss of relocation assistance. You are urged not to temporarily vacate or to move before receiving formal written notice from MidPen. If you move or if you are evicted before receiving such notice, you may not be eligible to receive any assistance.

If MidPen decides to proceed with the rehabilitation and temporary relocation becomes necessary, Autotemp will contact you directly with more information about the proposed project. In the meantime, should you have any questions about this or any other relocation issues please contact Jessica Garliepp by phone at 888.202.9195 ext 5.

Sincerely,

Arborist Report

**Gateway 1300
Menlo Park, CA**

Prepared for:
**MidPeninsula Housing Corporation
303 Vintage Park Dr. Ste. 250
Foster City, CA 94404**

Prepared by:
**HortScience, Inc.
325 Ray St.
Pleasanton, CA 94566**

**Tree Inventory: October 26, 2015
Updated Arborist Report: January 11, 2019**



Arborist Report
Gateway 1300, Menlo Park

Table of Contents

	Page
Introduction and Overview	1
Assessment Methods	1
Description of Trees	2
Suitability for Preservation	4
Evaluation of Impacts and Recommendations	5
Tree Preservation Guidelines	7

List of Tables

Table 1. Tree condition and frequency of occurrence	2
Table 2. Suitability for preservation	5
Table 3. Trees identified for removal	6
Table 4. Trees identified for preservation	7
Table 5. Tree protection zones	8

Exhibits

Tree Assessment

Tree Inventory Map

Arborist Report

Gateway 1300, Menlo Park

Introduction and Overview

The MidPeninsula Housing Corporation is planning to redevelop the properties located on the 1300 block of Willow Rd. in Menlo Park, CA. The site contains rental housing with associated parking and landscaping. The proposed project would redevelop the site into a multi-level residential complex. HortScience | Bartlett Consulting was asked to prepare an **Arborist Report** for the site as part of the development submittal for review by the City of Menlo Park.

This report provides the following information:

1. An assessment of trees within and immediately adjacent to the proposed project area based on a visual inspection from the ground.
2. Guidelines for tree preservation during the design, construction, and maintenance phases of development.

Assessment Methods

Trees were evaluated on October 7, 2015 and their sizes updated in January 2019. The evaluation included all trees on the site and several off-site trees with portions of their crowns overhanging the property. The assessment procedure consisted of the following steps:

1. Identifying the tree species;
2. Tagging each tree with an identifying number and recording its location on a map;
3. Measuring the trunk diameter at a point 54" above grade;
4. Evaluating the health and structural condition using a scale of 1 – 5:
 - 5** - A healthy, vigorous tree, reasonably free of signs and symptoms of disease, with good structure and form typical of the species.
 - 4** - Tree with slight decline in vigor, small amount of twig dieback, minor structural defects that could be corrected.
 - 3** - Tree with moderate vigor, moderate twig and small branch dieback, thinning of crown, poor leaf color, moderate structural defects that might be mitigated with regular care.
 - 2** - Tree in decline, epicormic growth, extensive dieback of medium to large branches, significant structural defects that cannot be abated.
 - 1** - Tree in severe decline, dieback of scaffold branches and/or trunk; most of foliage from epicormics; extensive structural defects that cannot be abated;
5. Rating the suitability for preservation as "high", "moderate" or "low". Suitability for preservation considers the health, age and structural condition of the tree, and its potential to remain an asset to the site for years to come.

High: Trees with good health and structural stability that have the potential for longevity at the site.

Moderate: Trees with somewhat declining health and/or structural defects than can be abated with treatment. The tree will require more intense management and monitoring, and may have shorter life span than those in 'High' category.

Low: Trees in poor health or with significant structural defects that cannot be mitigated. Tree is expected to continue to decline, regardless of treatment. The species or individual may have characteristics that are undesirable for landscapes, and generally are unsuited for use areas.

Description of Trees

Sixty-five (65) trees were evaluated, representing 12 species (Table 1), including 13 street trees and four off-site trees (#49, 63-65). Descriptions of each tree are found in the **Tree Assessment** and locations are plotted on the **Tree Inventory Map** (see Exhibits).

**Table 1. Tree condition & frequency of occurrence
1300 Block of Willow Rd., Menlo Park**

Common Name	Scientific Name	Condition			Total
		Poor (1-2)	Fair (3)	Good (4-5)	
White alder	<i>Alnus rhombifolia</i>	-	3	2	5
Raywood ash	<i>Fraxinus angustifolia</i> 'Raywood'	4	16	5	25
Modesto ash	<i>Fraxinus velutina</i> 'Modesto'	-	1	-	1
California black walnut	<i>Juglans hindsii</i>	1	-	-	1
London plane	<i>Platanus x hispanica</i>	1	6	6	13
Purpleleaf plum	<i>Prunus cerasifera</i>	-	-	3	3
Japanese flowering cherry	<i>Prunus serrulata</i>	1	2	-	3
Callery pear	<i>Pyrus calleryana</i>	-	8	-	8
Pear	<i>Pyrus communis</i>	-	1	-	1
Coast live oak	<i>Quercus agrifolia</i>	1	-	-	1
African sumac	<i>Rhus lancea</i>	-	1	-	1
Coast redwood	<i>Sequoia sempervirens</i>	-	-	2	2
Total		8	38	18	64

All of the trees on the site were planted ornamental species. Although California black walnut and white alder are native to California, they were not indigenous to this site. Trees ranged in age from young to mature. The smallest tree was 4 inches in diameter; the largest, 31 inches. Average trunk diameter was 12 inches. Tree condition varied: 28% were in good condition; 59% were fair, and 13% were in poor condition.

Raywood ash was the most common species evaluated, with 25 trees representing 39% of the population. Raywood ash trees were mostly on the east side of buildings and at the north end of the site. They were generally in fair condition (16 trees) with five in good condition and four in poor condition. The trees were semi-mature (8" diameter) to mature (20") with an average diameter of 14". Raywood ashes had codominant trunks or multiple branch attachments, which is typical for the species. The trees tended to have large surface roots spreading through the landscape. Trees in fair condition had twig and/or small branch dieback (Photo 1). Branch dieback in Raywood ash is often caused by the fungus *Botryosphaeria*. It is a pervasive disease throughout California, and there is no control available other than ensuring adequate irrigation and pruning to remove dead branches.

Eight Callery pears were scattered throughout the site. All trees were in fair condition, and most had multiple branch attachments arising from a single point, a structural condition that may lead



Photo 1 (top left): Raywood ash #29 had branch dieback in the upper crown, most likely due to disease caused by *Botryosphaeria*. Most Raywood ashes evaluated had similar degrees of crown dieback.

Photo 2 (top right): White alder #42 was in good condition with good form and dense crown.

to branch failure. The trees were semi-mature in development, with trunk diameters from 8 to 12 inches. Many of the trees canopies were beginning to thin.

Five white alders were growing at the rear of several buildings. Trees were semi-mature to mature with trunk diameters from 15 to 31 inches. Trees were in good and fair condition. Those in good condition had good form with dense crowns (Photo 2); trees in fair condition had fair form and structure but were otherwise vigorous.

Thirteen (13) London planes were included in the assessment. They were located east of the sound wall between the frontage road and Willow Road on City property. Trees were young to semi-mature with trunk diameters from 4 to 9 inches. Trees were in good (5 trees) and fair (7 trees) condition, with those in fair condition exhibiting more twig dieback and thin crowns than trees in good condition.

The remaining species were represented by three or fewer trees and included the following.

- Three purpleleaf plums in good condition and three Japanese flowering cherries in fair condition.
- Two off-site coast redwoods in good condition.
- One each of Modesto ash, edible pear, and African sumac in fair condition.
- One volunteer coast live oak (street tree) in poor condition and one off-site California black walnut in poor condition, with canopy extending over the site 5 feet.

The City of Menlo Park considers oaks 10" and greater and all trees 15" and greater *Heritage*. Twenty (20) trees on-site were *Heritage*: Raywood ashes #1, 6, 11, 13, 16, 25, 29, 30, 31, 32, 37,

and 39; white alders #42, 45-48, Callery pears #15 and 33, and Modesto ash #21. Off-site California black walnut #49 and coast redwoods #65 and 65 were also *Heritage*.

Suitability for Preservation

Before evaluating the impacts that will occur during development, it is important to consider the quality of the tree resource itself, and the potential for individual trees to function well over an extended length of time. Trees that are preserved on development sites must be carefully selected to make sure that they may survive development impacts, adapt to a new environment and perform well in the landscape.

Our goal is to identify trees that have the potential for long-term health, structural stability and longevity. For trees growing in open fields, away from areas where people and property are present, structural defects and/or poor health presents a low risk of damage or injury if they fail. However, we must be concerned about safety in use areas. Therefore, where development encroaches into existing plantings, we must consider their structural stability as well as their potential to grow and thrive in a new environment. Where development will not occur, the normal life cycles of decline, structural failure and death should be allowed to continue. Evaluation of suitability for preservation considers several factors:

- **Tree health**
Healthy, vigorous trees are better able to tolerate impacts such as root injury, demolition of existing structures, changes in soil grade and moisture, and soil compaction than are non-vigorous trees.
- **Structural integrity**
Trees with significant amounts of wood decay and other structural defects that cannot be corrected are likely to fail. Such trees should not be preserved in areas where damage to people or property is likely. Trees with stem and branch dieback, such as Raywood ash #23, are likely to fail.
- **Species response**
There is a wide variation in the response of individual species to construction impacts and changes in the environment. In our experience, for example, Raywood ash is relatively sensitive to construction impacts, while London plane is more tolerant of site disturbance.
- **Tree age and longevity**
Old trees, while having significant emotional and aesthetic appeal, have limited physiological capacity to adjust to an altered environment. Young trees are better able to generate new tissue and respond to change.
- **Invasiveness**
Species that spread across a site and displace desired vegetation are not always appropriate for retention. This is particularly true when indigenous species are displaced. The California Invasive Plant Inventory Database (<http://www.cal-ipc.org/paf/>) lists species identified as being invasive. Menlo Park is part of the Central West Floristic Province. Purpleleaf plum is considered limited invasive. Limited is defined as “these species are invasive but their ecological impacts are minor on a statewide level or there was not enough information to justify a higher score. Their reproductive biology and other attributes result in low to moderate rates of invasiveness. Ecological amplitude and distribution are generally limited, but these species may be locally persistent and problematic.”

Each tree was rated for suitability for preservation based upon its age, health, structural condition and ability to safely coexist within a development environment (Table 2).

We consider trees with good suitability for preservation to be the best candidates for preservation. We do not recommend retention of trees with low suitability for preservation in areas where people or property will be present. Retention of trees with moderate suitability for preservation depends upon the intensity of proposed site changes.

**Table 2. Suitability for preservation
1300 Block of Willow Rd., Menlo Park**

High	These are trees with good health and structural stability that have the potential for longevity at the site. Eight trees were of high suitability for preservation, including five (street tree) London planes, two Raywood ashes, and one white alder.
Moderate	Trees in this category have fair health and/or structural defects that may be abated with treatment. Trees in this category require more intense management and monitoring, and may have shorter life-spans than those in the “high” category. Thirty-six (36) trees had moderate suitability for preservation, including 10 Raywood ashes, seven (street tree) London planes, six Callery pears, four white alders, three purpleleaf plums, two Japanese flowering cherries, and one African sumac.
Low	Trees in this category are in poor health or have significant defects in structure that cannot be abated with treatment. These trees can be expected to decline regardless of management. Seventeen (17) trees were of low suitability for preservation, including 14 Raywood ashes, two Callery pears, and one each of Japanese flowering cherry, pear, Modesto ash, and (off-site) California black walnut.

Evaluation of Impacts and Recommendations

Appropriate tree retention develops a practical match between the location and intensity of construction activities and the quality and health of trees. The **Tree Assessment** was the reference point for tree condition and quality. Potential impacts from construction were evaluated using site, civil, and landscape plans (dated 10/24/18). Surveyed tree locations were included for most on-site trees and street trees.

The development proposes to demolish existing buildings and infrastructure across the entire site and construct approximately 140 new multi-family residences with new parking and vehicle circulation. Impacts to trees will be most significant during site demolition, grading, and construction of new buildings. Because the new building clusters will be closer to Willow Rd. than existing structures, many of the trees will be within the new building footprints and most on-site trees require removal.

Based on my evaluation of the plans and tree conditions, 47 trees are identified for removal. Three trees had high suitability for preservation, 24 were moderate, and 20 were low. Forty (40) trees will be directly impacted by construction, including 18 Heritage trees. Two street trees in poor condition (#50 and 62) should be removed and replaced.

Table 3 identifies trees recommended for removal with reasons for removal.

**Table 3. Trees identified for removal
1300 Block of Willow Rd., Menlo Park**

Tag #	Species	Diameter	Reason for removal
1	Raywood ash	15	Within bldg. footprint; low suit.
3	Raywood ash	11	Within new sidewalk; low suit.
5	Raywood ash	13	Within bldg. footprint
6	Raywood ash	18	Within bldg. footprint
7	Purpleleaf plum	6	Within bldg. footprint
8	Callery pear	14	Within bldg. footprint
9	Raywood ash	8	Within bldg. footprint
10	Raywood ash	12	Within bldg. footprint
11	Raywood ash	18	Within bldg. footprint
12	Raywood ash	12	Within bldg. footprint
13	Raywood ash	15	Within bldg. footprint
14	Purpleleaf plum	6	Within bldg. footprint
15	Callery pear	15	Within bldg. footprint
16	Raywood ash	20	Within bldg. footprint
17	Pear	7	Low suit. for preservation
18	Japanese flowering cherry	6	Within bldg. footprint; low suit.
19	Japanese flowering cherry	6	Within bldg. footprint
20	Japanese flowering cherry	6	Half of crown to be removed for vehicle clearance
21	Modesto ash	24	Within bldg. footprint; low suit.
22	Raywood ash	14	Within bldg. footprint; low suit.
23	Raywood ash	12	Within bldg. footprint; low suit.
24	Callery pear	8	Within bldg. footprint
25	Raywood ash	20	Within bldg. footprint; low suit.
26	Raywood ash	14	Within bldg. footprint; low suit.
27	Purpleleaf plum	6	Within bldg. footprint
28	African sumac	7	Within bldg. footprint
29	Raywood ash	18	Within bldg. footprint; low suit.
30	Raywood ash	15	Within bldg. footprint; low suit.
31	Raywood ash	16	Within bldg. footprint
32	Raywood ash	16	Within bldg. footprint
33	Callery pear	15	Within parking/drive aisle
34	Callery pear	11	Within parking/drive aisle
36	Callery pear	13	Within bldg. footprint
37	Raywood ash	17	Low suit. for preservation
38	Raywood ash	14	Low suit. for preservation
39	Raywood ash	15	Low suit. for preservation
40	Raywood ash	12	Low suit. for preservation
41	Raywood ash	13	Within bldg. footprint; low suit.
42	White alder	31	Within parking/drive aisle
43	Callery pear	13	Within parking/drive aisle; low suit.
44	Callery pear	13	Within parking/drive aisle; low suit.
45	White alder	20	Within parking/drive aisle
46	White alder	15	Within parking/drive aisle
47	White alder	19	Within parking/drive aisle

48	White alder	27	Within parking/drive aisle
50	London plane	7	Significant lean; low suit.
62	Coast live oak	6	Within new sidewalk

Two on-site trees (#2 and 4) will be preserved. Both were in fair condition (Table 4).

Twelve street trees (London planes) can be preserved. The proposed sidewalk should be kept at least 36" from trunks. Tree #50 had a significant lean over the sound wall and should be considered for removal and replacement. Root impacts will occur to street trees during sidewalk construction. Because street trees were not surveyed, removal recommendations could not be made.

**Table 4. Trees identified for preservation
 1300 Block of Willow Rd., Menlo Park**

Tag #	Species	Diameter
2	Raywood ash	12
4	Raywood ash	9
49*	California black walnut	22,18
51	London plane	8
52	London plane	7
53	London plane	7
54	London plane	7
55	London plane	7
56	London plane	6
57	London plane	6
58	London plane	4
59	London plane	8
60	London plane	7
61	London plane	9
63	London plane	8
64*	Coast redwood	18
65*	Coast redwood	19

*off-site tree

Impacts to off-site trees will be minimal because existing perimeter walls will remain in place.

Preservation is predicated on following the **Tree Preservation Guidelines** provided in the next section.

Tree Preservation Guidelines

The goal of tree preservation is not merely tree survival during development but maintenance of tree health and beauty for many years. Trees retained on sites that are either subject to extensive injury during construction or are inadequately maintained become a liability rather than an asset. The response of individual trees will depend on the amount of excavation and grading, the care with which demolition is undertaken, and the construction methods.

The following recommendations will help reduce impacts to trees from development and maintain and improve their health and vitality through the clearing, grading, and construction phases.

Tree Protection Zone

1. A **TREE PROTECTION ZONE** shall be identified for each tree to be preserved. The **TREE PROTECTION ZONE** for each tree shall be the area listed in Table 5. The numbers represent the radius in feet:

Table 5. Tree Protection Zones
1300 Block of Willow Rd., Menlo Park

Tag #	Species	Diameter	Tree protection zone
2	Raywood ash	12	8'
4	Raywood ash	9	8'
49	California black walnut	22,18	N/A
51	London plane	8	Existing curb on east; 6' west. Fence trees in group
52	London plane	7	Existing curb on east; 6' west. Fence trees in group
53	London plane	7	Existing curb on east; 6' west. Fence trees in group
54	London plane	7	Existing curb on east; 6' west. Fence trees in group
55	London plane	7	Existing curb on east; 6' west. Fence trees in group
56	London plane	6	Existing curb on east; 6' west. Fence trees in group
57	London plane	6	Existing curb on east; 6' west. Fence trees in group
58	London plane	4	Existing curb on east; 6' west. Fence trees in group
59	London plane	8	Existing curb on east; 6' west. Fence trees in group
60	London plane	7	Existing curb on east; 6' west. Fence trees in group
61	London plane	9	Existing curb on east; 6' west. Fence trees in group
63	London plane	8	6'
64	Coast redwood	18	N/A
65	Coast redwood	19	N/A

2. Fence all trees to be retained to completely enclose the **TREE PROTECTION ZONE** prior to demolition, grubbing or grading. Fences shall be 6 ft. chain link with posts sunk into the ground or equivalent as approved by the City.
3. Fences must be installed prior to beginning demolition and must remain until construction is complete. The Consulting Arborist shall inspect Tree Protection Fencing prior to demolition or construction activities.
4. No grading, excavation, construction or storage or dumping of materials shall occur within the **TREE PROTECTION ZONE**.
5. No underground services including utilities, sub-drains, water or sewer shall be placed in the **TREE PROTECTION ZONE**.

Pre-construction treatments and recommendations

1. Fence all trees to be retained to completely enclose the **TREE PROTECTION ZONE** prior to demolition, grubbing or grading. Fences shall be 6 ft. chain link or equivalent as approved by the Consulting Arborist or the City of Menlo Park. Fences are to remain until all grading and construction is completed.
2. Trees may require pruning to provide construction clearance. All pruning shall be completed by a Certified Arborist or Tree Worker and adhere to the latest edition of the ANSI Z133 and A300 standards as well as the *Best Management Practices -- Tree Pruning* published by the International Society of Arboriculture. Brush shall be chipped and spread beneath the trees within the **TREE PROTECTION ZONE**.
3. Tree(s) to be removed that have branches extending into the canopy of tree(s) to remain must be removed by a qualified arborist and not by construction contractors. The qualified arborist shall remove the tree in a manner that causes no damage to the tree(s) and understory to remain. Tree stumps shall be ground 12" below ground surface.
4. All tree work shall comply with the Migratory Bird Treaty Act as well as California Fish and Wildlife code 3503-3513 to not disturb nesting birds. To the extent feasible, tree pruning and removal should be scheduled outside of the breeding season. Breeding bird surveys should be conducted prior to tree work. Qualified biologists should be involved in establishing work buffers for active nests.

Recommendations for tree protection during construction

1. Prior to beginning work, the contractors working in the vicinity of trees to be preserved are required to meet with the Consulting Arborist at the site to review all work procedures, access routes, storage areas and tree protection measures.
2. All contractors shall conduct operations in a manner that will prevent damage to trees to be preserved.
3. Trenching for utility installation or any excavation within the **TREE PROTECTION ZONE** should be performed by hand. Roots 2" and greater in diameter should be preserved whenever possible.
4. Any grading, construction, demolition, or other work that is expected to encounter tree roots may not occur without first obtaining authorization from the Consulting Arborist. Any work within the TZP, such as **new sidewalk construction**, should be monitored by the Consulting Arborist.
5. All trees shall be irrigated on a schedule to be determined by the Consulting Arborist (every 3 to 6 weeks is typical). Each irrigation shall wet the soil within the **TREE PROTECTION ZONE** to a depth of 18".
6. Tree protection fences are to remain until all site work has been completed. Fences may not be relocated or removed without permission of the Consulting Arborist.
7. Construction trailers, traffic and storage areas must remain outside fenced areas at all times.
8. Any root pruning required for construction purposes shall receive the prior approval of and be supervised by the Consulting Arborist.
9. If injury should occur to any tree during construction, it should be evaluated as soon as possible by the Consulting Arborist so that appropriate treatments can be applied.
10. No excess soil, chemicals, debris, equipment or other materials shall be dumped or stored within the **TREE PROTECTION ZONE**.

11. Any additional tree pruning needed for clearance during construction must be performed by a Certified Arborist and not by construction personnel.

Maintenance of impacted trees

Our procedures included assessing trees for observable defects in structure. This is not to say that trees without significant defects will not fail. Failure of apparently defect-free trees does occur, especially during storm events. Wind forces, for example, can exceed the strength of defect-free wood causing branches and trunks to break. Wind forces coupled with rain can saturate soils, reducing their ability to hold roots, and blow over defect-free trees. Although we cannot predict all failures, identifying those trees with observable defects is a critical component of enhancing public safety.

Furthermore, trees change over time. Our inspections represent the condition of the tree at the time of inspection. As trees age, the likelihood of failure of branches or entire trees increases. Annual tree inspections are recommended to identify changes to tree health and structure. In addition, trees should be inspected after storms of unusual severity to evaluate damage and structural changes. Initiating these inspections is the responsibility of the client and/or tree owner.

Trees preserved at the Gateway site will experience a physical environment different from that pre-development. As a result, tree health and structural stability should be monitored. Occasional pruning, fertilization, mulch, pest management, replanting and irrigation may be required. In addition, provisions for monitoring both tree health and structural stability following construction must be made a priority.

If you have any questions regarding my observations or recommendations, please contact me.

HortScience | Bartlett Consulting



Deanne Ecklund
ASCA Registered Consulting Arborist #647



Exhibits

Tree Inventory Map

Tree Assessment



Tree Assessment

1300 Block Willow Road
Menlo Park, California
October 2015
Updated January 2019



TREE No.	SPECIES	SIZE DIAMETER (in inches)	CONDITION 1=POOR 5=EXCELLENT	HERITAGE?	SUITABILITY FOR PRESERVATION	COMMENTS
1	Raywood ash	15	2	Yes	Low	Multiple attachments at 9'; twig and branch dieback; thin crown; <i>Botryosphaeria</i> .
2	Raywood ash	13	3	No	Moderate	Multiple attachments at 7'; good form, fair structure; twig dieback.
3	Raywood ash	11	3	No	Low	Codominant trunks at 8'; good form, fair structure; twig dieback.
4	Raywood ash	10	3	No	Moderate	Codominant trunks at 8'; good form, fair structure; twig dieback.
5	Raywood ash	13	3	No	Moderate	Corrected lean south; twig dieback; crowded by adjacent tree.
6	Raywood ash	18	4	Yes	High	Good form and structure; codominant trunks at 9'; dense crown; surface roots.
7	Purpleleaf plum	6	4	No	Moderate	Multiple attachments at 7'; good form and structure; dense crown; surface roots.
8	Gallery pear	14	3	No	Moderate	Multiple attachments at 6'; good form, fair structure; slightly thin crown; trunk wounds.
9	Raywood ash	8	3	No	Moderate	Good form and structure; large trunk wounds; surface roots.
10	Raywood ash	12	4	No	Moderate	Codominant trunks at 8'; minor twig dieback; asymmetrical crown; crowded by tree #11.
11	Raywood ash	18	4	Yes	High	Multiple attachments at 8'; good form; minor twig dieback; drain inlet, water, PacBell utilities near base.
12	Raywood ash	12	4	No	Moderate	Codominant trunks at 12'; crowded form; dense crown.
13	Raywood ash	15	3	Yes	Moderate	Codominant trunks at 8' and 11'; fair form and structure; minor twig dieback; large trunk wound.
14	Purpleleaf plum	6	4	No	Moderate	Codominant trunks at 7'; good form and structure; dense crown.
15	Gallery pear	15	3	Yes	Moderate	Multiple attachments at 6'; poor structure; thinning crown.
16	Raywood ash	20	3	Yes	Moderate	Codominant trunks at 10' and 14'; fair form and structure; twig and branch dieback in upper crown.
17	Pear	7	3	No	Low	Multiple attachments at 6'; twig dieback; water sprouts.
18	Japanese flowering cherry	6	2	No	Low	Multiple attachments at 4'; thin crown; twig dieback.
19	Japanese flowering cherry	6	3	No	Moderate	Multiple attachments at 4'; slightly thin crown.
20	Japanese flowering cherry	6	3	No	Moderate	Multiple attachments at 4'; slightly thin crown.
21	Modesto ash	24	3	Yes	Low	Multiple attachments at 10'; fair form, poor structure; spreading crown; twig dieback.
22	Raywood ash	14	3	No	Low	Multiple attachments at 9'; poor form and structure; dense crown; PG&E vault 5' from base.

Tree Assessment

1300 Block Willow Road
Menlo Park, California
October 2015
Updated January 2019



TREE No.	SPECIES	SIZE DIAMETER (in inches)	CONDITION 1=POOR 5=EXCELLENT	HERITAGE?	SUITABILITY FOR PRESERVATION	COMMENTS
23	Raywood ash	12	2	No	Low	Codominant trunks at 8'; asymmetrical crown; dieback in stem; possible girdling root..
24	Callery pear	8	3	No	Moderate	Multiple attachments at 6'; fair structure; slightly thin crown.
25	Raywood ash	20	3	Yes	Low	Multiple attachments at 10'; interior stem removed creating asymmetrical crown; twig and branch dieback.
26	Raywood ash	14	2	No	Low	Codominant trunks at 16'; previous codominant stem removed at 8'; twig and branch dieback; poor form.
27	Purpleleaf plum	6	4	No	Moderate	Multiple attachments at 7'; good form; dense crown.
28	African sumac	7	3	No	Moderate	Codominant trunks at 8'; good form, fair structure; dense crown.
29	Raywood ash	18	3	Yes	Low	Codominant trunks at 8'; south stem beginning to decline; twig and branch dieback.
30	Raywood ash	15	3	Yes	Low	Multiple attachments at 8'; slightly thin crown; twig dieback.
31	Raywood ash	16	3	Yes	Moderate	Multiple attachments at 8'; fair form and structure; minor twig dieback; trunk wound; PacBell vault 2' from base.
32	Raywood ash	16	4	Yes	Moderate	Multiple attachments at 9' good form, fair structure; dense crown; in narrow planter.
33	Callery pear	15	3	Yes	Moderate	Multiple attachments at 6'; poor structure; corrected lean south; slightly thin crown.
34	Callery pear	11	3	No	Moderate	Multiple attachments at 6'; slightly thin crown; water meter 2' from base.
35	Raywood ash	45	2	Yes	Low	Removed.
36	Callery pear	13	3	No	Moderate	Multiple attachments at 7'; poor structure; good form; in narrow planter.
37	Raywood ash	17	2	Yes	Low	Multiple attachments at 8'; very thin crown; in narrow planter.
38	Raywood ash	14	3	No	Low	Multiple attachments at 9'; slightly thin crown; twig dieback.
39	Raywood ash	15	3	Yes	Low	Codominant trunks at 9'; fair form and structure; twig dieback.
40	Raywood ash	12	3	No	Low	Multiple attachments at 9'; asymmetrical crown; twig dieback.
41	Raywood ash	13	3	No	Low	Multiple attachments at 8'; corrected lean south; slightly thin crown; twig dieback.
42	White alder	31	4	Yes	High	Codominant trunks at 7'; good form; spreading crown; base covered in ivy.

Tree Assessment

1300 Block Willow Road
Menlo Park, California
October 2015
Updated January 2019



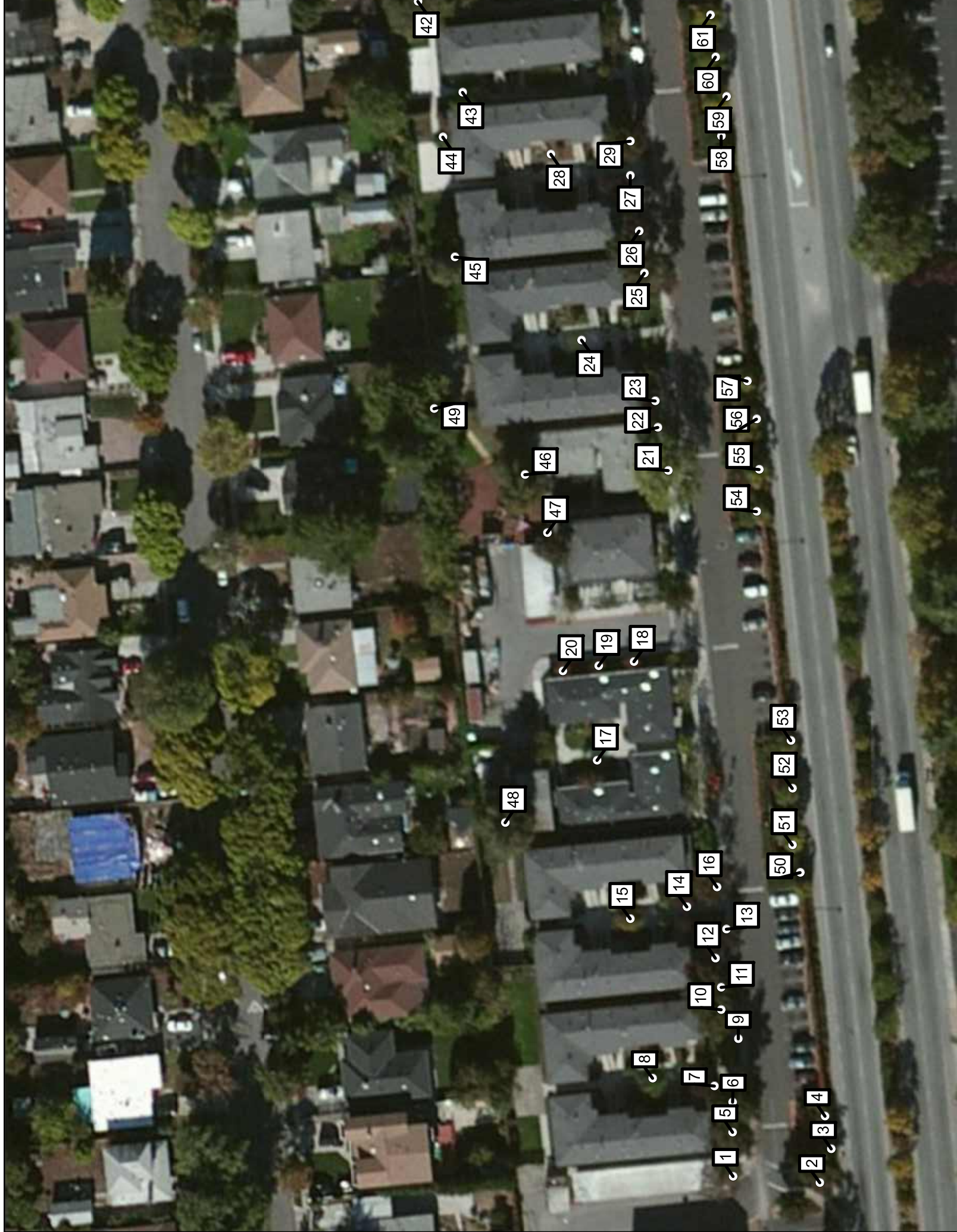
TREE No.	SPECIES	SIZE DIAMETER (in inches)	CONDITION 1=POOR 5=EXCELLENT	HERITAGE?	SUITABILITY FOR PRESERVATION	COMMENTS
43	Gallery pear	13	3	No	Low	Multiple attachments at 6'; asymmetrical form; pruned for building clearance; cable girdling stem.
44	Gallery pear	13	3	No	Low	Multiple attachments at 6'; asymmetrical form; pruned for building clearance.
45	White alder	20	3	Yes	Moderate	Fair form and structure; codominant trunks hic; trunk wound; slight lean away from building.
46	White alder	15	3	Yes	Moderate	Codominant trunks at 15'; fair form and structure; asymmetrical crown.
47	White alder	19	3	Yes	Moderate	Codominant trunks at 8'; good form, fair structure; surface roots.
48	White alder	27	4	Yes	Moderate	Codominant trunks at 10'; good form, fair structure; dense crown; base covered in ivy.
49	California black walnut	22,18	1	Yes	Low	Off site; codominant trunks at 5'; mostly dead and pruned back; overhanging site 10'.
50	London plane	7	2	No	Low	Street tree; partial failure at base; heavy lean over Willow; small, slightly thin crown.
51	London plane	8	4	No	High	Street tree; multiple attachments at 8'; minor twig dieback.
52	London plane	7	3	No	Moderate	Street tree; multiple attachments at 8'; slightly thin crown; minor twig dieback.
53	London plane	7	3	No	Moderate	Street tree; corrected lean over Willow; asymmetrical crown; minor twig dieback.
54	London plane	7	4	No	High	Street tree; good form and structure; corrected lean.
55	London plane	7	4	No	High	Street tree; codominant trunks at 7'; minor twig dieback; minor corrected lean.
56	London plane	6	3	No	Moderate	Street tree; multiple attachments at 7'; slightly thin crown; twig dieback.
57	London plane	6	4	No	High	Street tree; multiple attachments at 7'; good form; minor twig dieback.
58	London plane	4	3	No	Moderate	Street tree; small crown; slight lean west.
59	London plane	8	4	No	High	Street tree; multiple attachments at 8'; good form; minor twig dieback.
60	London plane	7	3	No	Moderate	Street tree; multiple attachments at 8'; minor twig dieback.

Tree Assessment

1300 Block Willow Road
 Menlo Park, California
 October 2015
 Updated January 2019



TREE No.	SPECIES	SIZE DIAMETER (in inches)	CONDITION 1=POOR 5=EXCELLENT	HERITAGE?	SUITABILITY FOR PRESERVATION	COMMENTS
61	London plane	9	3	No	Moderate	Street tree; multiple attachments at 8'; slightly thin crown; twig dieback.
62	Coast live oak	6	2	No	Low	No tag; volunteer; growing within Aust. tea tree shrub; base outside of dripline.



1

2

3

4

5

6

7

8

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

26

27

28

29

30

31

32

33

34

35

36

37

38

39

40

41

42

43

44

45

46

47

48

49

50

51

52

53

54

55

56

57

58

59

60

61



STAFF REPORT

Planning Commission

Meeting Date: 3/11/2019
Staff Report Number: 19-019-PC

Study Session: Study Session/Chase Rapp/1162 El Camino Real

Recommendation

Staff recommends that the Planning Commission use the study session to consider a presentation from the applicant, receive public comment, and provide individual feedback on the proposal to redevelop 1162 - 1170 El Camino Real with a three-story, nine-unit residential development. The proposal will be subject to additional review at a future Planning Commission meeting.

Policy Issues

Study sessions provide an opportunity for Planning Commissioners and the public to provide feedback on the overall project. Study sessions should be considered on a case-by-case basis, with comments used to inform future consideration of the project. The proposal will require architectural control review at a future meeting. Each architectural control request is considered individually. The Planning Commission will ultimately consider whether the required architectural control findings can be made for the proposal. For the study session, Planning Commissioners should provide feedback on the design and other aspects of the proposed building.

Background

Site location

The project site consists of one parcel totaling approximately 8,373 square feet, located at 1162-1170 El Camino Real. Using El Camino Real in a north to south orientation, the subject parcel is located on the east side of El Camino Real, between Oak Grove Avenue and Santa Cruz Avenue, in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The surrounding properties are also located in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district.

The subject property is bounded by zero lot line, retail service buildings to each side along El Camino Real. These include a fairly large one-story building to the north, which extends to the Oak Grove Avenue intersection and is occupied by a FedEx Office Print and Ship Center, and a small, two-story commercial building to the south. The building to the north has a raised platform with street facing glazing but does not have traditional shop-like storefronts that open to the street on the El Camino Real side. The building to the south, which is adjacent to the McDonald's restaurant at the intersection of El Camino Real and Santa Cruz Avenue, has more traditional glazed storefronts consistent with small shops that embrace a pedestrian sidewalk experience along with office space with small windows facing the street on the second floor. These buildings are set one to two feet back from their front lot lines, but pursuant to setback and sidewalk widening requirements of the Specific Plan a new structure at the subject property would be required to be set back at least five feet from the front lot line. The sidewalk width and primary façade plane, therefore, would not be continuous along the street. The property to the east is developed with a residential

condominium and commercial mixed-use development known as Menlo Square. The residential buildings in Menlo Square are two-to-three stories in height.

The subject parcel is located in the Station Area East (SA E) sub-district of the Specific Plan, which provides for higher densities with a focus on residential development given its location at the train station area and downtown. The SA E sub-district allows 50 residential units per acre at the base level and 60 residential units per acre at the public benefit bonus level. At this stage the applicant is not required to submit a boundary survey; however, data from the County Assessor's office indicates the subject property is approximately 8,373 square feet in size, meaning nine residential units would be allowed at the base density level and 11 units would be allowed if the applicant provides a public benefit that is accepted by the Planning Commission as sufficient to permit additional units. The City's Below Market Rate (BMR) Housing Ordinance also allows a developer one additional market-rate unit for each BMR unit provided.

Existing development

The project site is currently developed with a two-story structure, occupied by a bookstore, and two one-story buildings used for commercial office uses. Two of the existing structures on the subject parcel have previously been determined to be potentially eligible for listing as historic resources, and this status was called out in the El Camino Real/Downtown Specific Plan EIR (Environmental Impact Report). Specifically, the 1162 El Camino Real building was constructed in 1910 and used for many years as Doughty's Meat Market, and the 1170 El Camino Real building was constructed in 1905 and occupied by Martin J. McCarthy Groceries. The applicant submitted a historic resources evaluation, per the requirements of the Specific Plan and the California Environmental Quality Act (CEQA), for the subject property indicating it is not a historic resource. Since the property was identified in the 1990 San Mateo County Historical Association survey, staff had the submitted historic resources evaluation peer reviewed by the City's consultant. The peer review concluded that the property, while not eligible for listing at the state or federal levels, would be eligible for listing at a local level; however, Menlo Park does not maintain a local register of historic resources, which would include specific criteria for listing potential historic resources. Additionally, since the San Mateo County Historical Association survey occurred more than five years ago, the buildings' inclusion in the survey does not deem them historic resources as defined by the CEQA.

Analysis

Project description

The applicant is proposing to demolish all existing structures and redevelop the site, at the base density level, with a three-story building consisting of nine pre-fabricated modular apartment units on two stories set over a one-story, ground-level, parking garage with a building entry/lobby facing El Camino Real. There would be a seating area at the lobby and a bike storage room as well as trash facilities in the garage. The residential units are anticipated to consist of two studio units, three one-bedroom units, and four two-bedroom units.

Site layout

The subject parcel is located in the SA E sub-district, which allows a minimum five-foot and maximum eight-foot front setback along El Camino Real, and requires a 12-foot wide sidewalk with a minimum 8-foot wide clear walking zone and minimum 4-foot wide furnishings zone. The minimum and maximum interior side setback in the SA E sub-district is zero feet along El Camino Real. No rear setback is required for properties along El Camino Real and no maximum is set. As proposed, the project would meet these requirements.

The proposal includes a rear yard common open space for residents at the ground level about 20 feet by 75 feet in size with patio areas, landscape and other amenities, as well as a planter along the back of the

second level. Access to the rear yard would be through either the north stair, garage, or covered walkway along the north side lot line, which would also provide access to the bike parking within the garage. Balconies would be provided along the front and rear of the building to provide additional open space for tenants.

Land uses

The SA E sub-district is characterized by a mix of retail and services uses, in addition to a focus on residential development given its location at the train station area and downtown. The merits of retail on the ground floor along El Camino Real are worthy of discussion, but without public bonus gross floor area and potentially using parking stackers or underground parking, the addition of ground floor retail at the subject parcel would likely require a reduction in residential units.

Below Market Rate (BMR) housing

On May 14, 2018, the Planning Commission approved entitlements for three linked, mixed-use projects at 506-540 Santa Cruz Avenue (referred to in this report as 506 Santa Cruz Avenue), 556-558 Santa Cruz Avenue (referred to in this report as 556 Santa Cruz Avenue) and at 1125 Merrill Street as well as a comprehensive Below Market Rate (BMR) housing agreement for all three proposals. During the review process for these applications, the applicant stated that there are financial feasibility and operational challenges associated with providing an on-site BMR unit within the 506 Santa Cruz Avenue/556 Santa Cruz Avenue/1125 Merrill Street project and so he proposed providing two BMR units at the 1162-1170 El Camino Real property, once it is redeveloped, to satisfy the 0.9 unit residential unit obligation of the 506 Santa Cruz Avenue/556 Santa Cruz Avenue/1125 Merrill Street project. Two units would be provided instead of one due to the extended timeline for the provision of the off-site units versus the timing of a potential on-site unit. The BMR Housing Agreement also requires the payment of the in-lieu fee for the commercial component of the project, as well as the future BMR requirements for the 1162-1170 El Camino Real project, in addition to the two off-site BMR units.

To ensure there aren't significant delays in the fulfillment of the residential BMR obligation for the 506 Santa Cruz Avenue/556 Santa Cruz Avenue/1125 Merrill Street project, the BMR Housing Agreement requires the two BMR units at 1162-1170 El Camino Real to be ready for occupancy by BMR households within two years of receipt of a certificate of occupancy or final inspection for the market rate residential units at the 506 Santa Cruz Avenue/556 Santa Cruz Avenue/1125 Merrill Street project, or the applicant would be required to pay a residential BMR in-lieu fee equal to the cost of providing two BMR units. As of the writing of this report, building permits are under review for all three parcels that comprise the 506 Santa Cruz Avenue/556 Santa Cruz Avenue/1125 Merrill Street project.

Design and materials

The proposed project would utilize prefabricated construction. Each pre-fabricated module would be 15 feet wide by up to 43 feet deep and the project would require 20 modules in total. The modules would be 10 feet, six inches tall, which would allow for nine-foot interior ceilings and would result in a flat-roofed building about 35 feet tall at the front façade. The upper floors would be accessible by both elevator and stairs from the lobby. Unit entries would be from an interior corridor, which would be daylighted on the south end by a light well. There would also be a light well at the north side of the building that would let light into the north stair. A few units would have windows at the north or south light well. Each unit would have at least one private balcony six feet deep by 15 or 30 feet in width.

The roof is proposed as a flat roof structure with an elevator penthouse, a few skylights, and solar arrays. The modular system seems to be planned without parapets at roof edges, except for the decorative parapets, but this would need to be verified as the plans contain no sectional drawings, wall sections or

other details that show roof construction, detailing or drainage. Roof mounted equipment would be required to be appropriately screened from view of public right-of-ways and publicly accessible areas, per the requirements of the Specific Plan.

Architectural character

The building would be mostly visible along the street façade, but the upper portion of the building on the left (north) side would also be somewhat visible over the abutting one-story structure from across the street and from south bound travelers on El Camino Real. The dense grove of tall trees along the rear lot line would likely screen the rear façade from view from adjacent buildings across the rear lot line.

Generally, the architectural character would be modern and reflects the 15-foot modules with a void-solid-void repetition on the facade. The boxy character of the modules would be potentially obscured by the use of corner balconies and the deep roof overhang at the upper floors over the balconies as well as the height offsets at the parapets over the solid modules. Street facing windows at the units would be fairly large and articulated with sunshades where balconies overhangs are not available. The windows and sunshades articulate and reinforce the grid-like pattern of the façade.

At the ground floor there would be floor to ceiling glazing at the lobby that wraps the lobby corner to the recessed plane of the garage door. The corner glazing would help animate the building at the sidewalk and lighten the sense of mass. The glass garage door would be set well back from the forward plane of the upper façade.

Overall, while the modular building system may be discernible on the front façade, the façade would not look like a series of stacked containers. Balconies, deep roof overhangs, and other façade manipulations would be relatively effective in giving the building a cohesive character as it faces the street. The proposed modular system generally limits design flexibility for the facades and further limits the use of pitched or vaulted roof forms that could articulate the building form and vary the upper unit's ceilings. The Planning Commission may wish to discuss the proposed modular system approach and the proposed articulation.

Materials and Detailing

Materials and detailing on the renderings look clean, smooth, and sharp as would be expected with a modern design. The proposal expresses five 15-foot wide bays facing the street. Structural bays two and four (as counted left to right across the façade) are treated as solid forms rendered in limestone tiles. The applicant indicates the color for these bays would be a light cream colored stone with hints of gray. A similar material would be utilized for the garage area, although a darker color may be used. Bays one, three, and five would be recessed, with glass balcony railings and stucco siding in a warm gray color. The rear elevation would also feature balconies with glass railings and stucco in a warm gray color. The solid form at the middle of the rear elevation appears to be proposed as limestone tile. The applicant indicates the side walls visible above the adjacent building would be cement board panels attached in a grid pattern and painted to match the recessed balcony areas. Further details on the materials and colors would be provided with the formal development permit application.

The windows on the renderings appear to be recessed from the wall face a few inches and the roof edge at the parapet as well as the dark fascia at the overhang is shown with a clean edge against the sky (i.e. no visible metal flashing overlapping the top edge of the wall/fascia to mar the sharp edge appearance of the building plane against the sky). Further materials details would be provided through the entitlement process for review by staff and ultimately the Planning Commission.

As part of the project review process, the following information would be required for review and evaluation

of staff:

- The texture of the stucco and details such as the visibility of control joints.
- The balcony details including the attachment of railings.
- Window details, preferably with a clean recess from the stucco at the outer wall to the window frame of at least two to three inches, particularly for windows at modules two and four.
- Parapet and eave detailing with regard to any metal flashing lapping down the wall.
- The glazing at the garage doors and balconies.
- The limestone tile and other materials to ensure they reflect the modern aesthetic.

Specific Plan standards and guidelines

The following is a review of the Specific Plan standards and guidelines that will require further review once a full application is submitted.

Standard E.3.2.01 (Roof Mounted Mechanical Equipment): The standard states that solar panels, or other equipment, may exceed the building height but must be screened from view from publicly-accessible space. Solar arrays are shown on the roof plan. They are shown set back about 10 feet from the front façade and five feet from the side façade on the roof plan and are shown about 3.5 feet tall on the elevation. It's possible that they could be partially visible from across or down the street to the north and south. Further information is needed to evaluate if this standard is met.

Standard E3.2.03 (Rooftop Elements): Stairs and elevators may exceed the maximum height by up to 14 feet but need to be integrated into the design of the building. There is an elevator penthouse shown on the roof plan, but the height is not documented on the elevation. Documentation of compliance would be required as part of the detailed project review, although it's location toward the middle of the roof lessens the likelihood of visibility from the street. Roof access is also not shown clearly on the plans from the stairs or otherwise. Further information on the elevator penthouse height, visibility, and/or design is needed as well as roof access to evaluate if this standard is met.

Standard E.3.2.2.01 (Minor Vertical Façade Modulation): The lot is 75 feet wide along El Camino Real, therefore, a minor façade modulation would be required at every 50 feet of primary façade. The Specific Plan requires the vertical modulation to extend from ground level vertically through the primary façade plane as either a two-foot deep by five-foot wide recess or a two-foot offset to a secondary building plane from the primary façade plane. It appears this standard would be met with bay three as long as the portions of the building closest to El Camino Real, proposed with limestone tile siding, are considered the primary façade. The Planning Commission may wish to discuss if the portions of the building closest to El Camino Real are considered the primary façade.

Guideline E.3.4.2.04 (Minor Vertical Façade Modulation design treatment): This guideline indicates that a minor façade modulation may be accompanied by a change in fenestration pattern, and/or material, and/or color, and/or height variation. With the proposal, structural bays two and four are treated as solid forms rendered in limestone tiles. Structural bays one, three, and five would feature glass railings and stucco with a warm gray color, but these bays are all treated similarly. While bays two and four are distinct in treatment from bays one, three, and five and there is a slight height offset from the more solid treatment of mass at bays two and four, there does not appear to be anything that distinguishes the modulation itself, particularly given the similarity of the balcony and roof treatment at bays one and five with bay three. While the façade is composed and well-modulated in overall appearance, this guideline's wording suggests the modulation itself should be distinguished from the rest of the façade by a varied architectural treatments, fenestration,

pattern, color, or material or at least variation would occur at a portion of the primary façade abutting the modulation. The Planning Commission may wish to consider if the modulation should be further distinguished from the rest of the façade.

Other Standards and Guidelines: Due to the preliminary nature of the plans, review of some standards and guidelines, such as for landscape, lighting, green building materials, etc. have been deferred. Landscape at the building frontage should be carefully considered as part of the overall project review.

Parking and circulation

For projects in the Specific Plan area, off-street parking should be provided at the rates specified in Table F2. The subject parcel is located within the Station Area, as shown on Figure 5 of the Specific Plan. Residential units within the Station Area have a minimum parking rate of one parking space per unit and a maximum parking rate of 1.5 parking spaces per unit. The applicant is proposing nine parking spaces for the proposed nine residential units, meeting the requirement of the Station Area.

Transportation and Planning staff have indicated to the applicant that the gate at the garage should be at least 20 feet from the sidewalk so cars waiting for the gate to open do not impede pedestrian access. In response, the applicant has updated the design and moved the proposed gate further away from the sidewalk although it appears the gate is still proposed to be slightly less than 20 feet from sidewalk. This issue will be addressed once a full application is submitted.

The SA E sub-district requires a 12-foot wide sidewalk with a minimum 8-foot wide clear walking zone and minimum 4-foot wide furnishings zone along El Camino Real, which would be provided adjacent to the subject parcel. The proposal currently includes long-term bicycle parking within the garage, which is required at a rate of one space per residential unit. An additional one space for every ten units is required as short term bicycle parking for visitors. The short-term bicycle parking must be located in a publicly accessible area and could be added along the sidewalk furnishings zone in front of the parcel.

Planning Commission considerations

The study session format allows for a wide range of discussion/direction on the proposed development. In particular, staff recommends that Planning Commissioners consider and provide clear direction on the following key items discussed in the previous sections of the report:

- The proposed redevelopment of the site with nine residential units, at the base density level;
- The proposed modular system approach and the proposed articulation;
- If the portions of the building closest to El Camino Real are considered the primary façade, meaning bay three is acceptable as the required minor modulation;
- If the minor modulation should be further distinguished from the rest of the façade;
- The proposed site layout; and
- The proposed design and materials, including the stucco type and color, and the proposed limestone tiles

Correspondence

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

Impact on City Resources

The project sponsor is required to pay Planning, Building and Public Works permit fees, based on the City's

Master Fee Schedule, to fully cover the cost of staff time spent on the review of the project. The project sponsor is also required to bear the cost of the associated environmental review.

Environmental Review

As a study session item, the Planning Commission will not be taking an action, and thus no environmental review is required at this time. The overall project will be evaluated in relation to the Environmental Impact Report (EIR) prepared for the Specific Plan, and will be required to apply the relevant mitigation measures.

Public Notice

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

Attachments

- A. Location map
- B. Project Description Letter
- C. Project Plans

Disclaimer

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

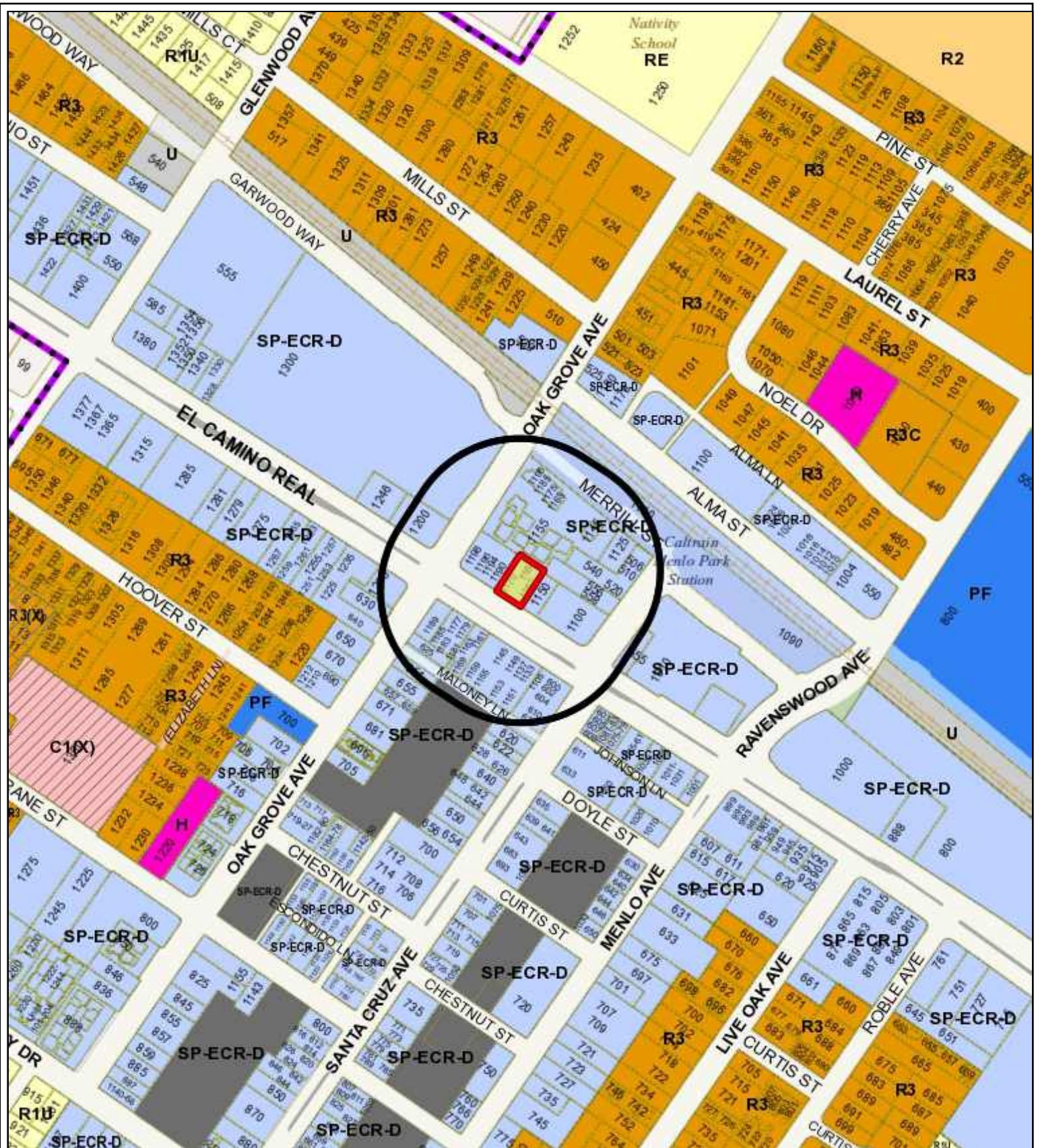
Exhibits to Be Provided at Meeting

Colors and Materials Board

Report prepared by:
Corinna Sandmeier, Senior Planner

Report reviewed by:
Kyle Perata, Acting Principal Planner

THIS PAGE INTENTIONALLY LEFT BLANK



City of Menlo Park
 Location Map
 1162 El Camino Real



March 1, 2019

Corinna Sandmeier
City of Menlo Park - Planning Division
701 Laurel Street
Menlo Park, CA 94025

RE: 1162 El Camino Real Study Session – Project Description

To Planning and DRT Staff:

This project description has been drafted to accompany the Project Design Concepts package for the Study Session review. This material has been prepared on behalf of the Prince Street Partners development team. It includes the project site diagrams, floor plans, elevation and landscape concepts, describing the potential design for a multifamily development project on this site.

EXISTING CONDITIONS

The site is located on the north side of El Camino Real, and north of the intersection with Santa Cruz Avenue. The lot is 8,374 sqft and measures 75.0' wide by 111.65' deep. There is an existing two-story wood building on the north side of the property, currently being used as a book store, and two existing one-story buildings on the site, which are serving as commercial/office uses. There are 10 existing parking spaces in between the structures. Several large trees are located at the rear of the lot. The site is surrounded by commercial/office uses to the west and east, and there is a multifamily structure to the north.

PROPOSED PROJECT

The proposed project consists of removing the existing structures on the site, and building a new 9-unit apartment building, which will be 3 stories tall. The first floor will include an entry lobby, services, access/egress and the parking for the project. We are proposing 9 parking spaces, a ratio of 1:1. The second and third floors will be the residential units, consisting of 2 studios, 3 one bedroom units, and 4 two bedroom units. Three of the units will be BMR units, including the carry-over BMR units from the projects located at 506 and 556 Santa Cruz Avenue.

The project has been designed as a prefabricated modular building, which will provide significant advantages to the construction stage. By increasing the predictability of the construction, and providing for a 30% reduction in time needed to build the project, modular building limits the impacts and disruption to the community caused by most projects, and accelerates the time-to-market for the new housing units. By utilizing prefabricated building methods, we also gain environmental and sustainable construction advantages over tradition methods.

The design of the structure is driven by the modular geometry of building, proposing a clean and modern aesthetic, characterized by prominent bays, deep balconies and shading canopies. The warm and light-colored stucco surfaces are complimented by natural stone veneer at the bay volumes, transparent and open storefront glazing at the lobby, and a soft wood soffit surface on the underside of the roofs. The high-quality materials and sophisticated design and construction strategies will be a wonderful addition to the El Camino corridor and will provide much-needed housing for the downtown area.

We look forward to the Study Session meeting on March 11th, and to hearing the feedback from the City. We embrace our partnerships with local communities, and are excited about developing a beautiful project guided by the comments and direction we hope to begin next week.

Thank you for your time and your help with this exciting project.



Toby Long, AIA
Principal



cleverhomes by toby long design architects, inc.
6114 la salle ave #552 oakland ca 94611 www.cleverhomes.net

1162 el camino real, menlo park, ca
a new prefab 9 unit apartment project



Prince Street Partners
265 Lytton Avenue Suite 303
Palo Alto, CA 94301

study session package

03.11.19

project concept summary

proposed multi-unit residential project

lot area:
8,374 sf

building area:
15,964 sf

menlo park specific plan area zoning:
ecr/d/sa e/mixed used-retail
el camino downtown
station area east

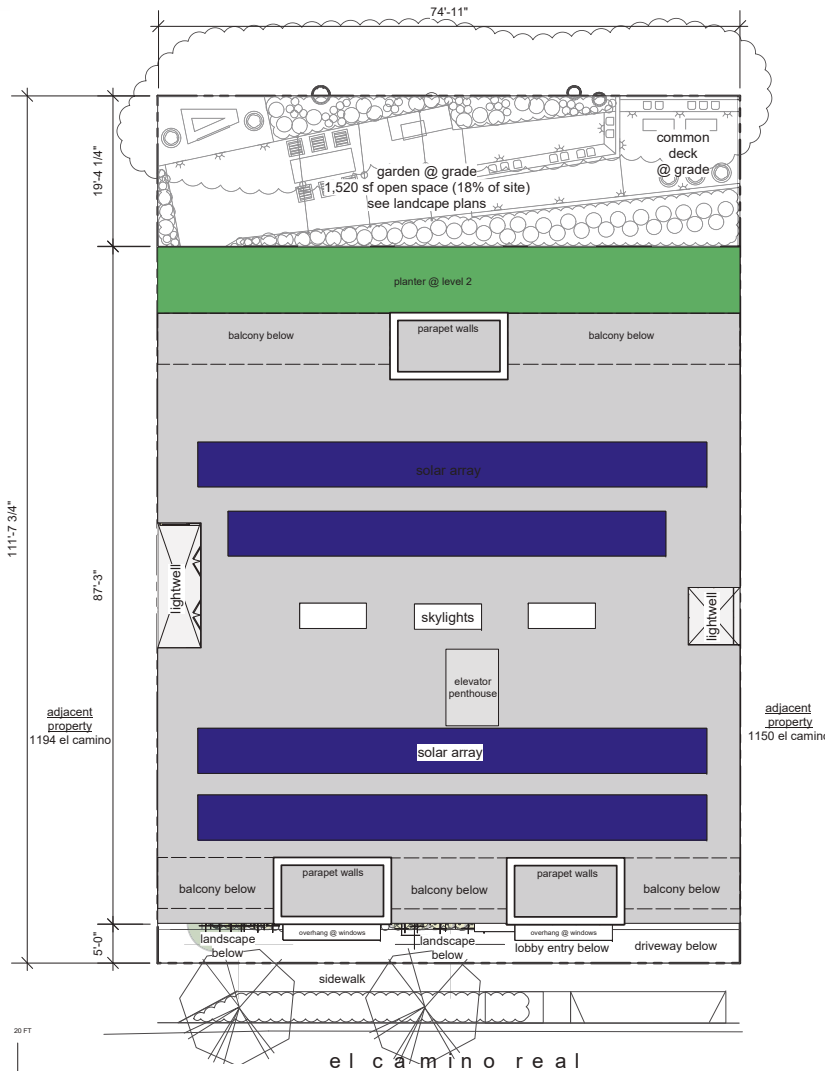
building type:
prefabricated modular type V-A
type I podium-level construction for fire separation
occupancy R2 / S1

density
density - 50 DU/acre, (60 w/public benefit bonus)
9 rental units - studios: 2, 1 bed: 3, 2 bed: 4
3 BMR unit (confirm-carry over from previous project approvals)
BMR to be equal mix

floor area ratio
1.35 base (1.75 with bonus)
total allowable area: 11,305 sf (@1.35)
current FAR sf: 11,062 sf

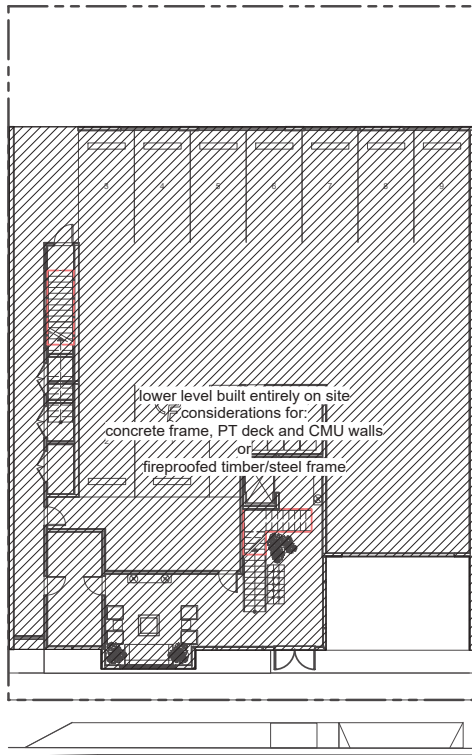
parking:
car spaces: 1 min required per unit - 9 provided
short term bike space: 1
long term bike space: 1 per unit

height:
35'-10"

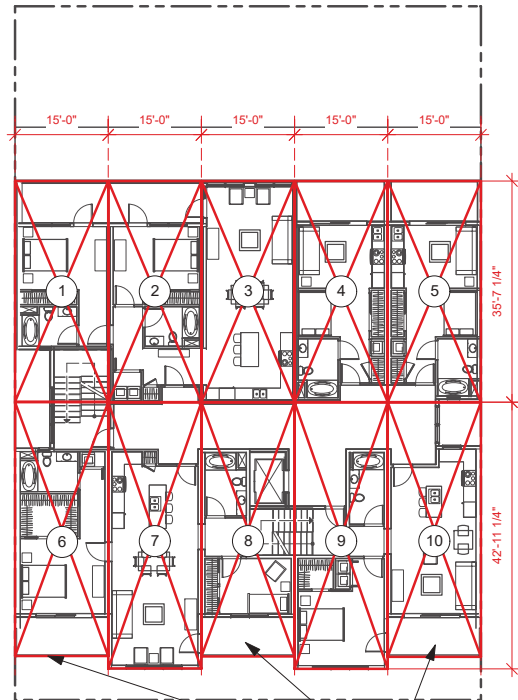




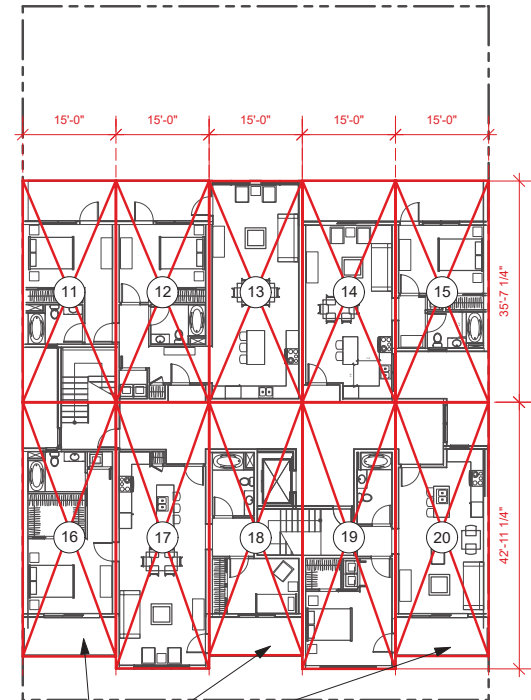
level 1



level 2



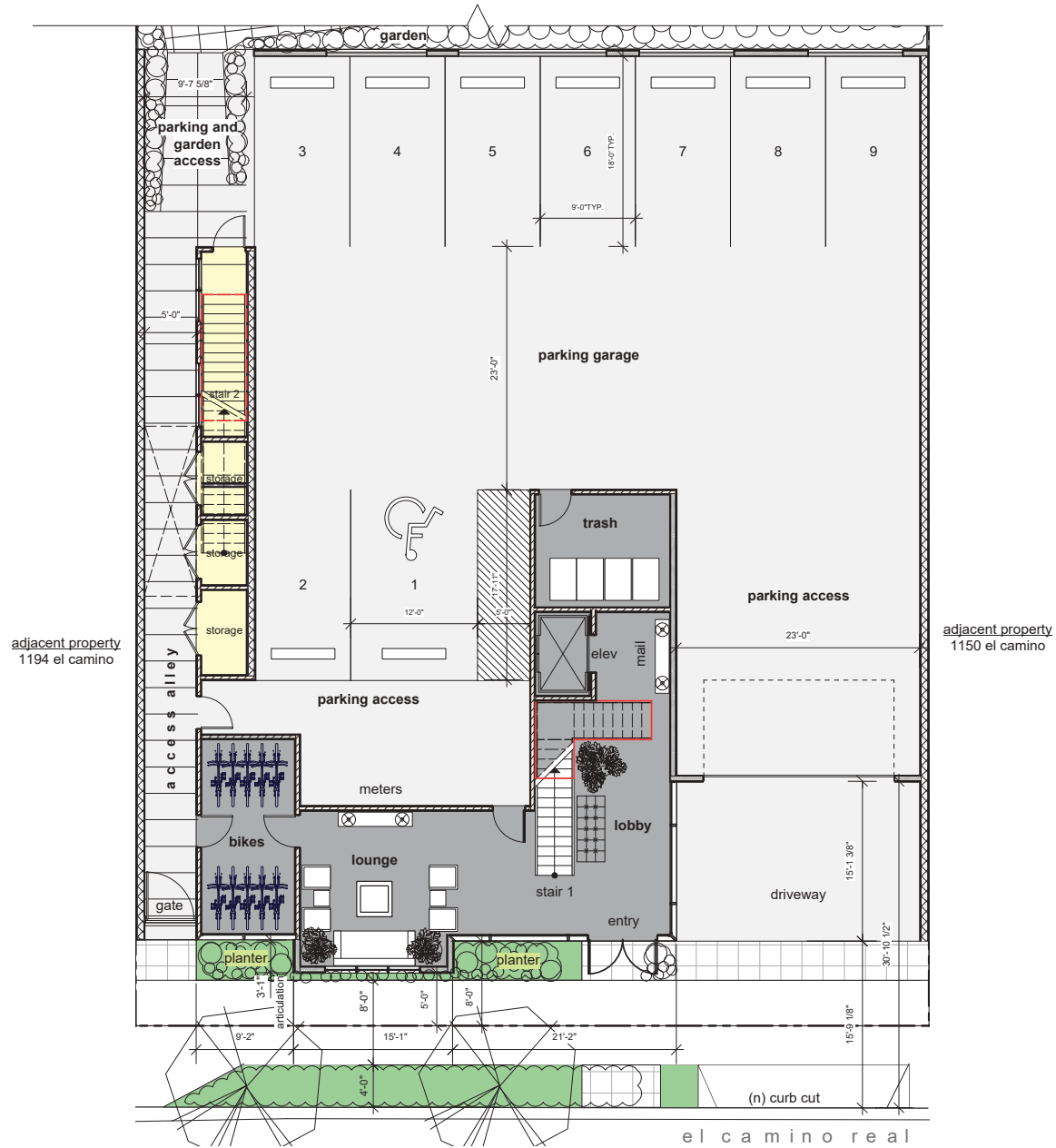
level 3



modules will contain decks



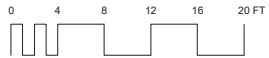
04 level 1 plan



level 1 totals	
footprint	6,087 sf
FAR area	1,185 sf
parking	9 spaces



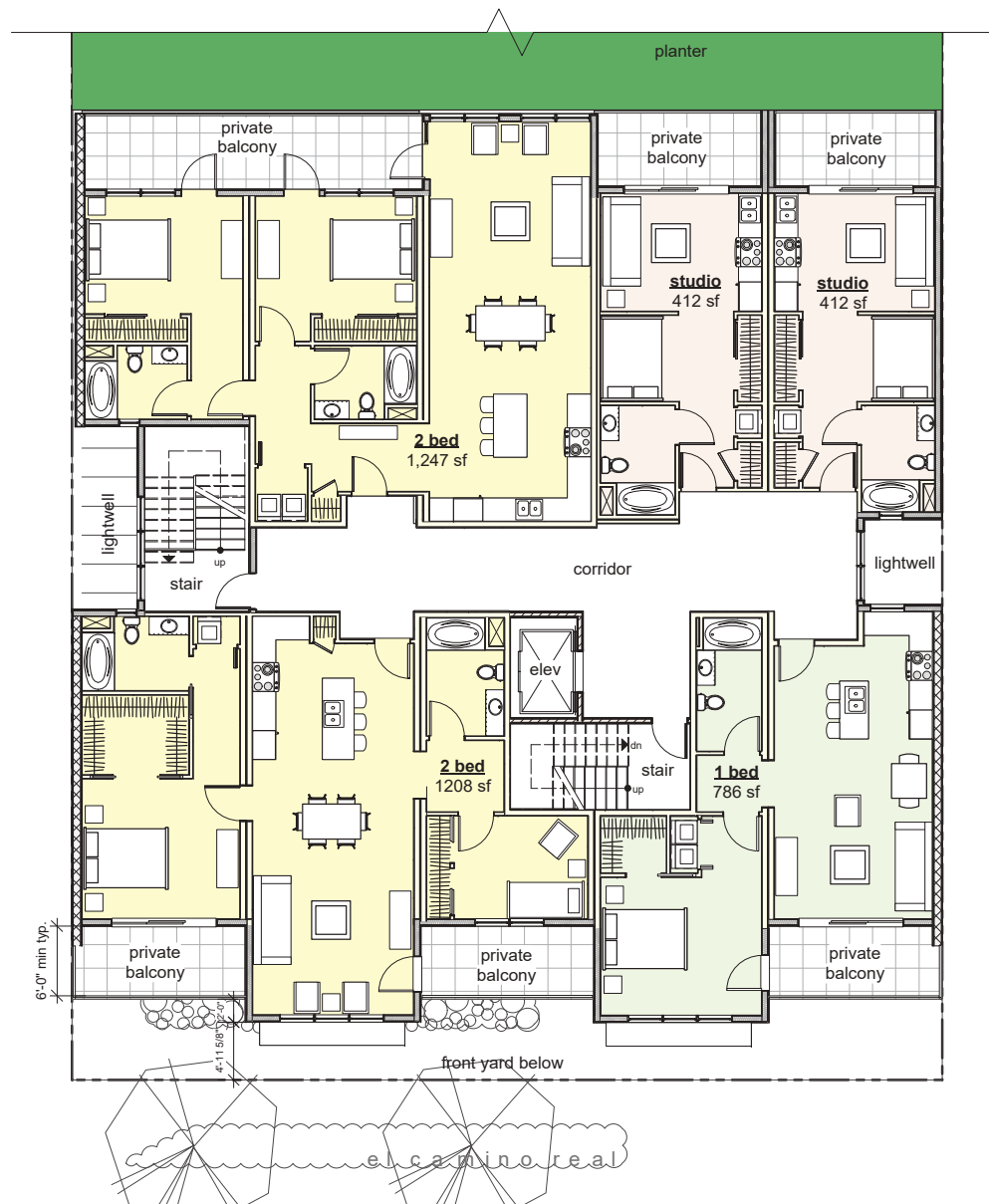
scale: 3/32"=1'0"



Prince Street Partners
265 Lytton Avenue Suite 303
Palo Alto, CA 94301

1162 el camino real
menlo park, ca

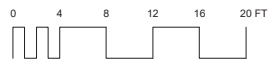
level 2 plan



level 2 totals	
footprint	4,997 sf
FAR area	4,997 sf
unit count	5
studio	2
1 bedroom	1
2 bedroom	2



scale: 3/32"=1'0"





06

level 3 plan



level 3 totals	
footprint	4,880 sf
FAR area	4,880 sf
unit count	4
studio	0
1 bedroom	2
2 bedroom	2



scale: 3/32"=1'0"



el camino real

Prince Street Partners
265 Lytton Avenue Suite 303
Palo Alto, CA 94301

1162 el camino real
menlo park, ca





rendering - view of lobby



rendering - view of rear garden



site strategies

- east-west axis (long façade faces south)
- take advantage of prevailing winds for cooling and air circulation
- potential water detention (rainwater / greywater re-use)
- potential community garden (rainwater / greywater re-use)
- low albedo surfaces (light colors)
- pervious materials
- native landscaping

foundation

- slab on grade as thermal storage solar heat gain / loss
- in-slab radiant heat for cool winter nights
- potential geothermal heating and cooling
- low carbon concrete

walls + floors

- super insulated shell to protect from excess heat gain
- tight shell w/ continuous filtered air exchange for indoor air quality, energy performance
- erv for high building energy performance, indoor comfort
- night flush cooling with operable (timed?) clerestory windows or louvers to release daytime heat
- operable windows all units
- protective deep overhangs
- plentiful north wall windows for natural daylighting
- exterior solar shading on south wall windows and doors
- minimize windows on east and west facades, utilize vertical shading at east / west windows
- exterior views and natural daylighting on at least 2 sides of each unit
- energy-efficient led lighting
- energy-efficient hvac system
- potential green wall with native plantings for sound, pollution and thermal control
- recycled and natural materials throughout, low-voc, limited plastics

roofs

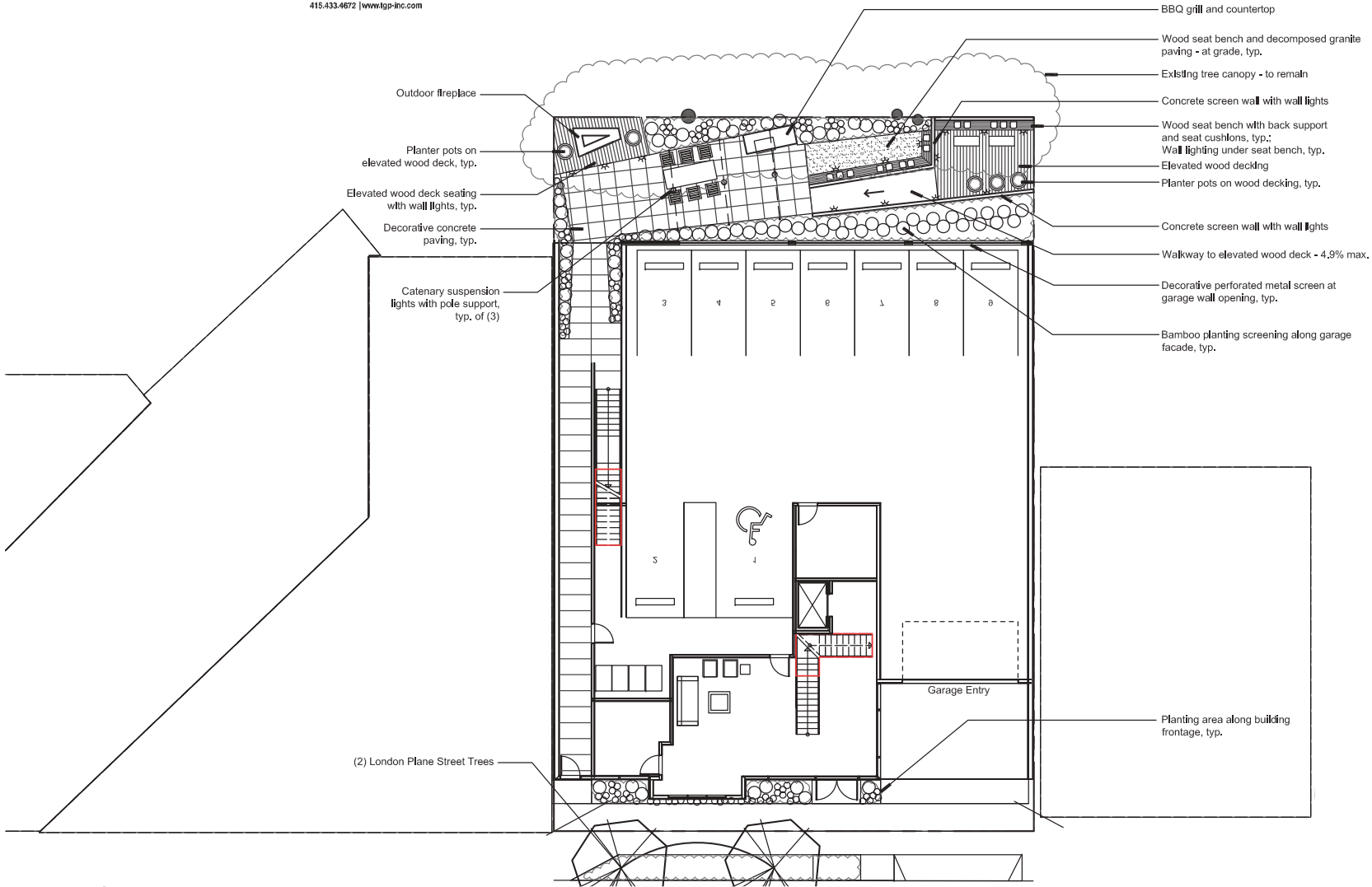
- high albedo roofing (light colors for solar reflectance)
- potential community garden with rain / greywater re-use
- potential onsite composting for garden
- active solar collection using photovoltaic panels or roofing, grid-tied for ___% renewable energy
- potential solar hot water panels for pre-heating domestic water
- potential cooling tower / thermal stack to help provide passive cooling





The Guzzardo Partnership, Inc.
TGP
 Landscape Architects | Land Planners
 181 Greenwich Street
 San Francisco, CA 94111
 415.433.4672 | www.tgp-inc.com

l a n d s c a p e c o n c e p t s



Prince Street Partners
 265 Lytton Avenue Suite 303
 Palo Alto, CA 94301

1162 el camino real
 menlo park, ca



1194 el camino
adjacent property

1162 el camino
subject property

1150 el camino
adjacent property