



REGULAR MEETING AGENDA

Date: 5/6/2024
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 858 7073 1001 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

Members of the public can listen to the meeting and participate using the following methods.

How to participate in the meeting

- Access the live meeting, in-person, at the City Council Chambers
- Access the meeting real-time online at:
zoom.us/join – Meeting ID# 858 7073 1001
- Access the meeting real-time via telephone (listen only mode) at:
(669) 900-6833
Regular Meeting ID # 858 7073 1001
Press *9 to raise hand to speak
- Submit a written comment online up to 1-hour before the meeting start time:
planning.commission@menlopark.gov
Please include the agenda item number related to your comment.

*Written comments are accepted up to 1 hour before the meeting start time. Written messages are provided to the Planning Commission at the appropriate time in their meeting.

Subject to change: The format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the city website menlopark.gov. The instructions for logging on to the webinar and/or the access code is subject to change. If you have difficulty accessing the webinar, please check the latest online edition of the posted agenda for updated information (menlopark.gov/agendas).

Regular Meeting

A. Call To Order

B. Roll Call

C. Reports and Announcements

D. Public Comment

Under “Public Comment,” the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under public comment for a limit of three minutes. You are not required to provide your name or City of residence, but it is helpful. 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

- E.1 Approval of minutes from the April 15, 2024 Planning Commission meeting ([Attachment](#))

F. Public Hearing

- F1. Use Permit/Jerome Burgos/1035 Ringwood:
Consider and adopt a resolution to approve a use permit for first-story additions and alterations to an existing nonconforming single-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district at 1035 Ringwood Avenue and determine this action is categorically exempt under CEQA Guidelines Section 15301’s Class 1 exemption for existing facilities. The proposed work would exceed 75 percent of the replacement value of the existing nonconforming structure in a 12-month period. ([Staff Report #24-023-PC](#))

G. Regular Business

- G1. Selection of Planning Commission Chair and Vice Chair for May 2024 through April 2025. Not a CEQA project. ([Staff Report #24-024-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: May 20, 2024
- Regular Meeting: June 3, 2024

I. Adjournment

At every regular meeting of the Planning Commission, in addition to the public comment period where the public shall have the right to address the Planning Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Planning Commission on any item listed on the agenda at a time designated by the chair, either before or during the Planning Commission's consideration of the item.

At every special meeting of the Planning Commission, members of the public have the right to directly address the Planning Commission on any item listed on the agenda at a time designated by the chair, either before or during consideration of the item. For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or before, the public hearing.

Any writing that is distributed to a majority of the Planning 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 by request by emailing the city clerk at jaherren@menlopark.gov. Persons with disabilities, who require auxiliary aids or services in attending or participating in Planning Commission meetings, may call the City Clerk's Office at 650-330-6620.

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REGULAR MEETING DRAFT MINUTES

Date: 4/15/2024
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 858 7073 1001 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Vice Chair Jennifer Schindler called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Jennifer Schindler (Vice Chair), Andrew Barnes, Andrew Ehrich, Katie Ferrick, Henry Riggs, Ross Silverstein

Absent: Linh Dan Do (Chair)

Staff: Connor Hochleutner, Assistant Planner; Kyle Perata, Assistant Community Development Director; Mariam Sleiman, Assistant City Attorney; Chris Turner, Senior Planner

C. Reports and Announcements

Assistant Community Development Director Perata reported on future City Council consideration of applicants for Planning Commission and an agreement with Habitat for Humanity to transfer \$3.5 million for an affordable housing project from a previous MidPen allocation to take over the project at 335 Pierce Road.

D. Public Comment

One public commenter asked for an update on builder's remedy projects. Staff informed the commenter that the Commission cannot discuss non-agendized items, but that staff would follow up with the commenter.

E. Consent Calendar

E1. Approval of minutes of March 25, 2024, Planning Commission meeting. (Attachment)

Commissioner Riggs requested to pull Item E1 from the Consent Calendar.

Vice Chair Schindler opened the item for public comment and closed public comment as no persons requested to speak.

ACTION: Motion and second (Ferrick/Riggs) to approve the minutes of the March 25, 2024 meeting with the following modification; passes 6-0 with Commissioner Do absent.

- Add to the Commission discussion summary of Item F4: Commissioner Riggs asked Mr. Snyder

questions on the signage color, confirming whether the brown signage was inferred as required from the master sign program review by the Planning Commission, noting that the City has worked to enliven the frontage.

F. Public Hearing

- F1. Use Permit/A. Justin Sabet-Peyman/341 Linfield Drive:
Consider and adopt a resolution to approve a use permit to demolish an existing single-story, single-family residence and construct a new two-story, single-family residence on a substandard lot with regard to minimum lot depth in the R-1-U (Single Family Urban Residential) zoning district; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. The proposal includes an attached Accessory Dwelling Unit (ADU), which is a permitted use and not subject to discretionary review. (Staff Report #24-019-PC)

Planner Hochleutner reported that staff had no changes to the written staff report.

Justin Sabet-Peyman, applicant, spoke on behalf of the project.

Commissioners Riggs and Silverstein asked clarifying questions about the depth requirement and width measurement.

Vice Chair Schindler opened the public hearing and closed it as no persons requested to speak.

The Commission commented on the measurements of a corner lot, confirmed with the applicant and staff that the view triangle requirements were satisfied, encouraged landscape screening for the second story views, and expressed some concern that the allowable maximum height was used.

ACTION: Motion and second (Ehrich/Silverstein) to adopt a resolution to approve the item as submitted; passes 6-0 with Commissioner Do absent.

- F2. Use Permit, Architectural Control, Major Subdivision and Below Market Rate Housing Agreement/Farzad Ghafari/1220 Hoover Street:
Consider and adopt a resolution to approve an architectural control, use permit and below market rate (BMR) housing agreement and consider and adopt a resolution recommending the City Council approve the tentative map to construct a new eight-unit condominium project on a substandard lot with regard to minimum lot width in the R-3 (Apartment) district. The project would include six market rate units, one unit provided at below market rate, and one additional market rate unit in accordance with California State Density Bonus Law. The proposal also includes a major subdivision map for the subdivision of one lot into eight condominium parcels and one common area parcel. The application was submitted subject to the State Density Bonus Law, Government Code Section 65915 and relevant amendments, which permits exceptions to the City's Zoning Ordinance requirements. The applicant is requesting waivers from development standards to increase the maximum floor area ratio (FAR), maximum height, and maximum paving area for driveways and parking. The Planning Commission is the final decision making body on the requested use permit, architectural control and BMR agreement. The Planning Commission is a recommending body to the City Council on the major subdivision; determine this action is categorically exempt under CEQA Guidelines Section 15332's Class 32 exemption for infill development projects. (Staff Report #24-020-PC)

Planner Turner presented the staff report noting an additional item of correspondence was received since publication of the staff report that expressed concerns with the height of the project, privacy impacts, and the applicant's waiver requests from development standards.

Anthony Ho, project designer, and Bryan Shepherd, property owner, spoke on behalf of the project.

Vice Chair Schindler opened the public hearing.

Public Comment:

- Margaret Neff spoke in opposition of the project, citing concerns with the proposed height, potential shadows cast on neighboring properties, privacy, potential noise from the vehicular gate and increased vehicular traffic, tree removals, and lack of neighborhood compatibility.
- Michael Giudicessi spoke in opposition to the project and expressed concerns with the height of the proposed project and suggested the Commission had many paths to deny the project noting detriments to health, welfare, and safety.
- Galaxy expressed privacy concerns for residents to the right of the proposed project including shadowing, street parking impacts, potential traffic and construction safety concerns, and the need for bike-friendly accommodations.
- John Wu suggested that much of the pressure to approve the project was imposed by the state and that the Commission was being asked to operate outside of local laws; he asked that the project be denied.
- Tracy concurred with the other speakers and expressed concerns specifically regarding the height, density, impact on parking in the area, the incompatibility of the proposed project with the character of the neighborhood, and the demand on emergency services.

Chair Schindler closed the public hearing.

The Commission discussed with staff the waivers requested and the breadth of the Commission's discretion. Individual members' comments included:

- Need for privacy screening noting windows on the upper floors
- The project met city goals of infill housing adjacent to downtown and provision of affordable and moderate income housing
- Concern no provision was made for bicycle parking and project seemed overparked
- Concern with the visual imbalance of the upper three stories resting on a lower story that was about 30% undercut on one side
- Preference for the housing to be for purchase

Vice Chair Schindler summarized discussion points the applicant seemed to support:

- Show bicycle parking in the design plans
- Use opaque glass in bathroom windows
- Increase sill heights whilst meeting egress requirements
- Consider a solution to solve façade visual imbalance whilst meeting emergency vehicle access

requirements

Commissioner Ehrich moved to approve the use permit, the architectural control, and the BMR agreement with the conditions or recommendations that the applicant include sufficient and explicitly shown bicycle parking, address privacy in third and fourth story windows through sill heights and opaque glass and consider the points on the façade arch.

The Commission discussed with staff the specificity of the actions within the motion.

ACTION: Motion and second (Schindler/Ehrich) to continue the meeting until 11:22 p.m.; passes 6-0 with Commissioner Do absent.

The Commission discussed further with staff the motion wording including:

- Require the applicant to work with staff to evaluate a vertical architectural element on the front façade to significantly mitigate architectural imbalance to the extent feasible, subject to review and approval by the Transportation Division, Menlo Park Fire Protection District, and determination by the Planning Division.

Commissioner Ehrich said that was acceptable to him as the maker of the motion.

Planner Turner recapped the full motion as requested by Vice Chair Schindler:

Adopt the resolution approving the use permit, architectural control and BMR housing agreement with conditions to add a minimum of one bicycle parking space per unit adjacent to or in one of the proposed parking spaces, to require obscured glass below three feet for bedroom windows and the totality of bathroom windows on the right side of the structure on all floors, and for the applicant to work with staff to evaluate vertical elements to the front face to mitigate the architectural imbalance to the extent feasible.

Commissioner Ferrick asked for a friendly amendment to look at the use of permeable pavers to reduce the heat island effect and reduce drainage to neighboring properties.

Staff provided input as to weight load requirements for the fire district. Vice Chair Schindler suggested language for permeable pavers similar to that for the façade recommendation.

Commissioner Ehrich accepted the friendly amendment and Commissioner Riggs seconded the motion.

ACTION: Motion and second (Ehrich/Riggs) to adopt a resolution approving the use permit, architectural control, and BMR agreement with the following added conditions; passes 4-2 with Commissioners Barnes and Silverstein opposed and Chair Do absent.

- **Add condition 2.t.:** Simultaneous with submittal of a complete building permit application, the applicant shall revise the site and/or floor plans to include a minimum of one bicycle parking space per unit within or adjacent to the proposed parking spaces, subject to review and approval of the Planning Division.

- **Add condition 2.u.:** Simultaneous with submittal of a complete building permit application, the applicant shall revise the right side elevation drawings to include obscured glass where window sill heights in common areas and bedrooms are less than three feet and to include obscured glass in all bathroom windows on the right side of the building, subject to review and approval of the Planning Division.
- **Add condition 2.v.:** Simultaneous with submittal of a complete building permit application, the applicant shall work with staff to evaluate a vertical architectural element on the ground level of the front façade to significantly mitigate architectural imbalance, to the extent feasible, subject to review and approval by the Transportation Division, Menlo Park Fire Protection District, and determination by the Planning Division.
- **Add condition 2.w.:** Simultaneous with submittal of a complete building permit application, the applicant shall consider alternative pavement materials and strategies to reduce urban heat island effect, and shall, to the extent feasible, revise the site plan, landscape plans, and relevant civil sheets to employ the identified strategies, subject to review and approval by the Transportation Division, Menlo Park Fire Protection District, and determination by the Planning Division.

ACTION: Motion and second (Ehrich/Silverstein) to adopt a resolution recommending approval of the major subdivision to City Council as submitted; passes 5-1 with Commissioner Barnes opposed and Chair Do absent.

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: April 29, 2024

Mr. Perata said the April 29 agenda would have a single family home use permit and annual reviews for four development agreements for the Meta campuses. He said for the record that meeting would be Commissioners Barnes and Riggs' last meeting as commissioners and thanked them for their service.

- Regular Meeting: May 6, 2024

H. Adjournment

Vice Chair Schindler adjourned the meeting at 11:15 p.m.

Staff Liaison: Kyle Perata, Assistant Community Development Director

Recording Secretary: Brenda Bennett



STAFF REPORT

Planning Commission

Meeting Date:

5/6/2024

Staff Report Number:

24-023-PC

Public Hearing:

Consider and adopt a resolution to approve a use permit for first-story additions and alterations to an existing nonconforming single-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district at 1035 Ringwood Avenue and determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. The proposed work would exceed 75 percent of the replacement value of the existing nonconforming structure in a 12-month period.

Recommendation

Staff recommends that the Planning Commission adopt a resolution approving a use permit for first-story additions and alterations to an existing nonconforming single-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district where the proposed work would exceed 75 percent of the replacement value of the existing nonconforming structure in a 12-month period. The draft resolution, including the recommended actions and conditions of approval, is 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 proposed project.

Background

Site Location

The project site is located at 1035 Ringwood Avenue, between Bay Road and Van Buren Road in the Flood Park Triangle neighborhood. The parcel is predominantly surrounded by one-story, single-family residences, all of which are also zoned R-1-U. The area consists predominantly of single-story residences which feature a variety of architectural styles, although ranch and bungalow designs are the most common. A location map is included as Attachment B.

Analysis

Project description

The project site is currently occupied by a 1,458-square-foot, single-story, single-family residence built in approximately 1952 containing three bedrooms, one bathroom, and an attached oversized single-car garage. The applicant is proposing additions to the left, front, and rear sides of the residence, as well as interior modifications which would reconfigure the living spaces which, as the applicant states in their project

description letter, would better suit their family's needs. The proposed additions and renovation would result in a 2,368-square-foot, single-story, single-family residence with three bedrooms, three and one-half bathrooms, and an attached single-car garage with a compliant uncovered parking space at the front of the proposed residence, outside of the required front setback.

In the R-1-U zoning district, the minimum side setback is 10 percent of the minimum lot width, with a minimum of five feet and maximum of 10 feet. In this case, the subject property has a lot width of 50 feet, so the minimum side setback is five feet. As the existing residence is not completely square on the parcel, portions of the walls on the left and right side of the residence and garage are considered nonconforming as they are 4.8 feet and just under 5 feet (4.96 feet), respectively, from the property lines. The small addition to the front right-side of the residence (within the footprint of the existing front covered porch), would be designed to meet the minimum required five-foot side setback. Additionally, a section of the right side roof gable is intruding into the daylight plane. These nonconforming elements are proposed to remain in conformance with Menlo Park Municipal Code (MPMC) Section 16.80.

The proposed additions would meet all Zoning Ordinance requirements for setbacks, lot coverage, floor area limit (FAL), daylight plane, height and parking, but the residence would remain nonconforming with regard to the left and right side setbacks and daylight plane on the right side. Of particular note with regard to Zoning Ordinance requirements:

- The total proposed FAL would be 2,368 square feet, including an attached one-car garage, where a maximum of 2,800 square feet is permitted.
- The total proposed building coverage would be 2,393 square feet, or approximately 40 percent of the lot, where 2,400 square feet (40 percent) is permitted.
- The renovated residence would have a front setback of 25.1 feet where a minimum of 20 feet is required.
- The renovated residence would have a rear setback of 28.2 feet where a minimum of 20 feet is required.
- The proposed additions would have minimum side setbacks of 5.5 feet on the left side and five feet on the right side where a minimum of five feet is required.
- The renovated residence would meet the requirement for one covered and one uncovered off-street parking space by providing one covered space in the attached garage and one uncovered space at the front of the residence outside of the required front and side setbacks.

The project plans and the applicant's project description letter are included as Attachment A, Exhibits A and B respectively. A data table summarizing parcel and project attributes is included as Attachment C.

Design and materials

As described in the project description letter, the proposed residence would blend traditional elements of the existing house with minimal modern aspects incorporated, similar to houses in the surrounding neighborhood. Materials are proposed to be painted stucco and wood paneling, with an asphalt shingle roof. Windows are proposed to be clear glass with no dividing lites.

Trees and landscaping

The applicant submitted an arborist report (Attachment D), detailing the species, size, and conditions of on-site and nearby trees. A total of three trees were assessed, all of which are heritage trees. All three trees are proposed to remain. Table 1 below summarizes the trees identified in the arborist report and their disposition. A smaller tree (too small to be inventoried in the Arborist Report) will remain off-site near the right-side property line at the front of the property.

Table 1: Tree summary and disposition				
Tree number	Species	Size (DBH, in inches)	Disposition	Notes
1*	American elm	21.4	Retain	Heritage
2	Valley oak	25.8	Retain	Heritage
3**	Coast live oak	39	Retain	Heritage

*street tree
 **off-site tree

To protect the heritage trees on site, the arborist report has identified such measures as tree protective fencing, root buffers, mulch, and irrigation (except for coast live oak trees). If trenching would be required through a tree protection zone, the arborist report requires excavation by hand or air spade or trenching under roots. All recommended tree protection measures identified in the arborist report would be implemented and ensured as part of condition 1h.

To address the potential view hazard around the driveway, the applicant has proposed to trim the bushes located in the right-of-way planting strip along the Ringwood Avenue frontage (depicted on sheet A001 of the project plans in Attachment A, Exhibit A) to a height no greater than four feet and is included in project-specific condition 2a.

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. For context, the use permit threshold differs between 75 percent for a single-story structure and 50 percent for a two-story structure. Since the residence would remain a single-story, the 75 percent threshold applies. The City has determined that the value of the proposed work for the project would exceed 75 percent of the replacement value of the existing structure, at approximately 172 percent, and therefore requires use permit approval by the Planning Commission.

Correspondence

As of the writing of this report, staff has not received any correspondence on the project.

Conclusion

Staff believes that the design, scale, and materials of the proposed renovation and expansion would be generally compatible with the surrounding neighborhood. The proposed project would remain single-story with an architectural style which would be generally attractive and well-proportioned as the surrounding residences are predominantly single-story ranch- or bungalow-style. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

The project is categorically exempt under Class 1 (Section 15301's Class 1 exemption for "existing facilities") of the current California Environmental Quality Act (CEQA) Guidelines.

Public Notice

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

Appeal Period

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

Attachments

- A. Draft Planning Commission Resolution approving the use permit
 - Exhibits to Attachment A
 - A. Project Plans
 - B. Project Description Letter
 - C. Conditions of Approval
- B. Location Map
- C. Data Table
- D. Arborist Report

Report prepared by:
Connor Hochleutner, Assistant Planner

Report reviewed by:
Corinna Sandmeier, Principal Planner

PLANNING COMMISSION RESOLUTION NO. 2024- XXX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING A USE PERMIT FOR FIRST-STORY ADDITIONS AND ALTERATIONS TO AN EXISTING NONCONFORMING SINGLE-STORY, SINGLE-FAMILY RESIDENCE IN THE R-1-U (SINGLE FAMILY URBAN RESIDENTIAL) ZONING DISTRICT. THE PROPOSED WORK WOULD EXCEED 75 PERCENT OF THE REPLACEMENT VALUE OF THE EXISTING NONCONFORMING STRUCTURE IN A 12-MONTH PERIOD.

WHEREAS, the City of Menlo Park (“City”) received an application requesting a use permit for first-story additions and alterations to an existing nonconforming single-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district where the proposed work would exceed 75 percent of the replacement value of the existing nonconforming structure in a 12-month period (collectively, the “Project”) from Jerome Burgos (“Applicant”) on behalf of Chi-Chung Patrick Cheung (“Owner”) located at 1035 Ringwood Avenue (APN 062-034-140) (“Property”). The Project use permit is depicted in and subject to the development plans and project description letter, which are attached hereto as Exhibit A and Exhibit B, respectively, and incorporated herein by this reference; and

WHEREAS, the Property is located in the Single Family Urban Residential (R-1-U) district. The R-1-U district supports single-family residential uses; and

WHEREAS, the existing residence is nonconforming with regard to the right and left side setbacks and daylight plane on the right side; and

WHEREAS, the value of the proposed addition and remodeling work would exceed 75 percent of the existing replacement value in a 12-month period; and

WHEREAS, the proposed additions would comply with all objective standards of the R-1-U district; and

WHEREAS, the proposed Project was reviewed by the Engineering and Building Divisions and found to be in compliance with City standards; and

WHEREAS, the Applicant submitted an arborist report prepared by California Tree and Landscape Consulting, Inc., which was reviewed by the City Arborist and found to be in compliance with the Heritage Tree Ordinance, and proposes mitigation measures to adequately protect heritage trees in the vicinity of the project; and

WHEREAS, the Project, requires discretionary actions by the City as summarized above, and therefore the California Environmental Quality Act (“CEQA,” Public Resources Code

Section §21000 et seq.) and CEQA Guidelines (Cal. Code of Regulations, Title 14, §15000 et seq.) require analysis and a determination regarding the Project's environmental impacts; and

WHEREAS, the City is the lead agency, as defined by CEQA and the CEQA Guidelines, and is therefore responsible for the preparation, consideration, certification, and approval of environmental documents for the Project; and

WHEREAS, the Project is categorically exempt from environmental review pursuant to Cal. Code of Regulations, Title 14, §15301 et seq. (existing facilities); and

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

WHEREAS, at a duly and properly noticed public hearing held on May 6, 2024, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the Project.

NOW, THEREFORE, THE MENLO PARK PLANNING COMMISSION HEREBY RESOLVES AS FOLLOWS:

Section 1. Recitals. The Planning Commission has considered the full record before it, which may include but is not limited to such things as the staff report, public testimony, and other materials and evidence submitted or provided, and the Planning Commission finds the foregoing recitals are true and correct, and they are hereby incorporated by reference into this Resolution.

Section 2. Conditional Use Permit Findings. The Planning Commission of the City of Menlo Park does hereby make the following Findings:

The approval of the use permit for the expansion and renovation of an existing nonconforming residence where the proposed work would exceed 75 percent of the existing structure's replacement value is granted based on the following findings, which are made pursuant to Menlo Park Municipal Code Section 16.82.030:

1. That the establishment, maintenance, or operation of the use applied for will, under the circumstance of the particular case, not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing in the neighborhood of such proposed use, or injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city because:
 - a. Consideration and due regard were given to the nature and condition of all adjacent uses and structures, and to general plans for the area in question and surrounding areas, and impact of the application hereon; in that, the proposed use permit is consistent with the R-1-U zoning district

and the General Plan because nonconforming residences are allowed to be maintained, repaired, altered and expanded beyond 75 percent of the replacement value, subject to issuance of a use permit and provided that no increase in the nonconformity results and all other applicable regulations are met. The proposed project would not increase the nonconformity of the side walls or daylight plane, all additions would comply with required setbacks, and the project conforms to applicable zoning standards, including, but not limited to, maximum floor area limit and maximum building coverage.

- b. The proposed residence would include a conforming number of off-street parking spaces because one covered and one uncovered parking space outside the front setback would be required at a minimum, and one covered and one uncovered parking space are provided.
- c. The proposed Project is designed to meet all the applicable codes and ordinances of the City of Menlo Park Municipal Code and the Commission concludes that the Project would not be detrimental to the health, safety, and welfare of the surrounding community as the proposed residence would be located in a single-family neighborhood.

Section 3. Conditional Use Permit. The Planning Commission approves Use Permit No. PLN2024-00009, which use permit is depicted in and subject to the development plans and project description letter, which are attached hereto and incorporated herein by this reference as Exhibit A and Exhibit B, respectively. The Use Permit is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C.

Section 4. ENVIRONMENTAL REVIEW. The Planning Commission makes the following findings, based on its independent judgment after considering the Project, and having reviewed and taken into consideration all written and oral information submitted in this matter:

- 1. The Project is categorically exempt from environmental review pursuant to Cal. Code of Regulations, Title 14, §15301 et seq. (existing facilities).

Section 5. SEVERABILITY

If any term, provision, or portion of these findings or the application of these findings to a particular situation is held by a court to be invalid, void or unenforceable, the remaining provisions of these findings, or their application to other actions related to the Project, shall continue in full force and effect unless amended or modified by the City.

I, Kyle Perata, Assistant Community Development Director of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly

and regularly passed and adopted at a meeting by said Planning Commission on May 6, 2024, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this _____ day of May, 2024.

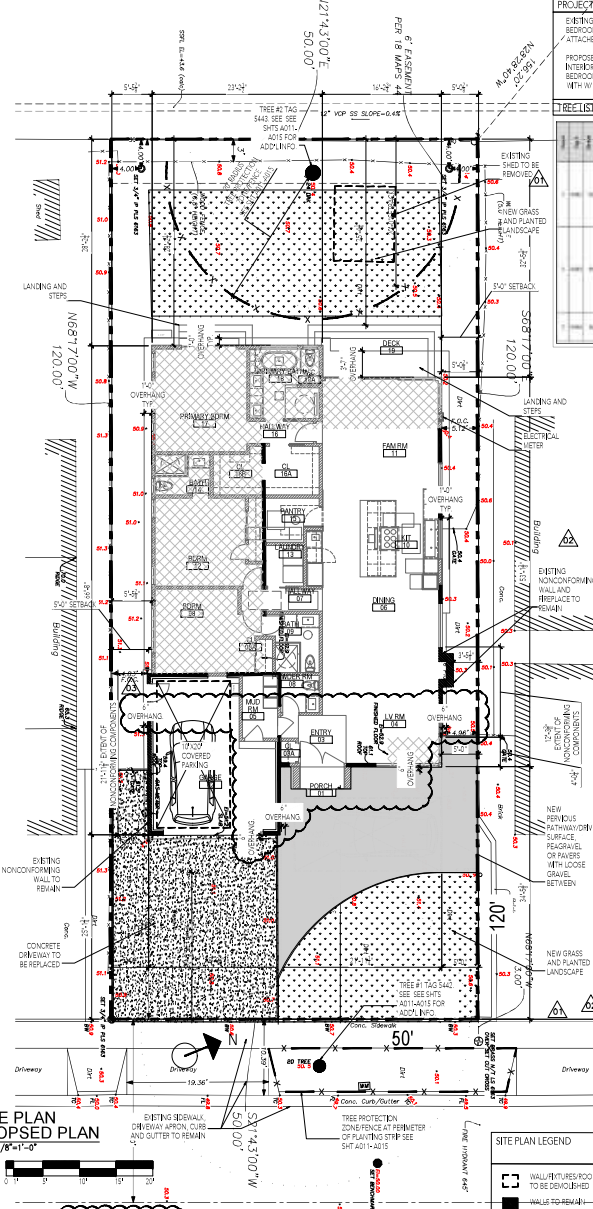
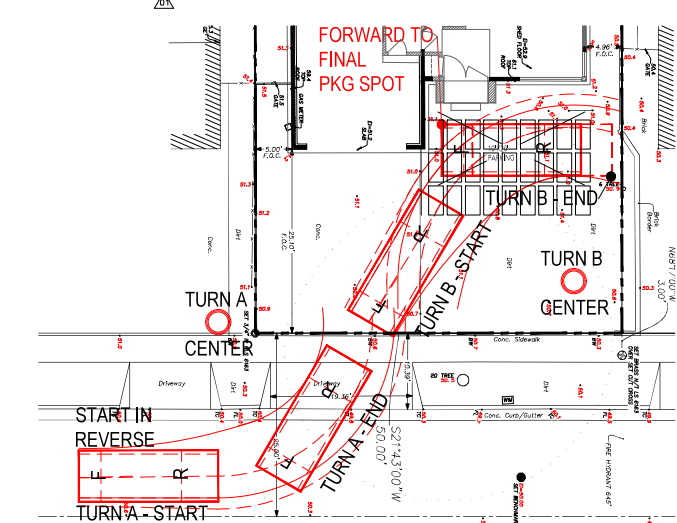
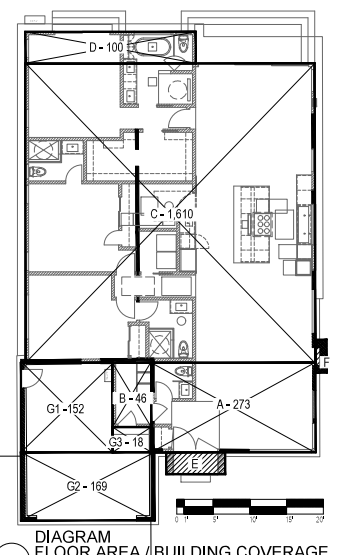
PC Liaison Signature

Kyle Perata
Assistant Community Development Director
City of Menlo Park

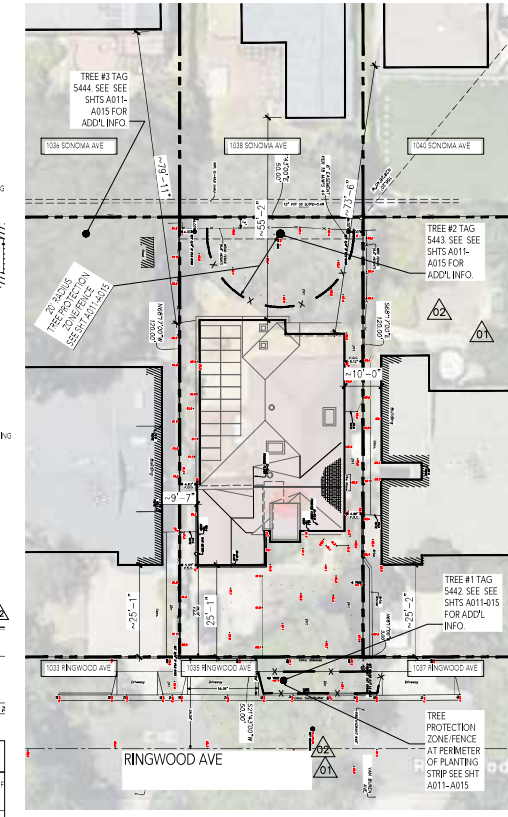
Exhibits

- A. Project plans
- B. Project description letter
- C. Conditions of approval

FLOOR AREA CALCULATION		SITE ANALYSIS	
MIN. RESIDENCE A. 278 SF (12'4" X 12'2") B. 46 SF (6'2" X 6'4") C. 1,610 SF (39'5" X 40'10") D. 106 SF (10'2" X 10'2") 339 SF		A. SITE ADDRESS: 1035 RINGWOOD AVE MENLO PARK, CA 94025 APN: 062034-140 E. LOT SIZE: 6,000 SF	
GARAGE G1 - 152 SF (12'4" X 12'2") G2 - 169 SF (18'2" X 9'4") G3 - 18 SF (6'2" X 6'2") 339 SF		C. FLOOR AREA (NET) MAX. FLOOR AREA = 2,810 SF (LOTS BETWEEN 1,000 & 7,000) C.A. 2,810 SF C.B. EXISTING FLOOR AREA: 1,066 SF DWELLING + 392 SF ATTACHED GARAGE = 1,458 SF C.C. PROPOSED FLOOR AREA: 2,368 SF ± 2,800 SF MAX. FLOOR AREA, (SEE DIAGRAM A AND FLOOR AREA CALCULATION)	
TOTAL = 2,368 SF MAX. FLOOR AREA: 2,800 SF		D. BUILDING COVERAGE D.A. EXISTING COVERAGE: 1,066 SF DWELLING + 392 SF ATTACHED GARAGE = 1,458 SF COVERED PORCH + 73 SF SHED = 1,531 SF D.B. PROPOSED COVERAGE: 2,371 SF ± 2,400 SF MAX. COVERAGE (SEE DIAGRAM A AND BUILDING COVERAGE CALCULATION)	
BUILDING COVERAGE CALCULATION MIN. RESIDENCE A. 278 SF (12'4" X 12'2") B. 46 SF (6'2" X 6'4") C. 1,610 SF (39'5" X 40'10") D. 106 SF (10'2" X 10'2") E. 24 SF (6'2" X 6'2") COVERED PORCH F. 73 SF (11'7" X 6'2") FIREPLACE 2,369 SF		E. SETBACKS E.A. FRONT - 20 FEET (20 FEET GARAGE); E.B. REAR - 20 FEET; E.C. SIDE - 4 FEET; E.D. REQUIRED PARKING 2 PROVIDED: 1 COVERED, 1 UNCOVERED	
TOTAL: 2,480 MAX. COVERAGE: (6,000 X .40%) = 2,399 SF		F. IMPERVIOUS AREA CALCULATION EXISTING IMPERVIOUS AREA BUILDING COVERAGE (SEE SITE ANALYSIS D.A.) 1,580 SF CONCRETE DRIVEWAY 607 SF FRONT WALKWAY AND STEPS 114 SF REAR CONCRETE PATIO/DECKING 380 SF 2,681 SF	
PROPOSED IMPERVIOUS AREA BUILDING COVERAGE (SEE BUILDING COVERAGE CALCULATION) 2,368 SF CONCRETE DRIVEWAY 607 SF REAR STEP FAMILY ROOM 122 SF PRIMARY BEDROOM STEPS 28 SF FRONT STEP 63 SF 3,168 SF		G. IMPERVIOUS AREA CALCULATION TOTAL: 2,480 MAX. COVERAGE: (6,000 X .40%) = 2,399 SF	



PROJECT DESCRIPTION	DRAWING LIST
EXISTING SINGLE FAMILY HOME 3 BEDROOM, 1.5 BATH, 1 STORY HOME WITH ATTACHED GARAGE PROPOSED SCOPE: ADDITION AND INTERIOR REMODEL TO CREATE 3 BEDROOM, 1.5 BATH, 1 STORY HOME WITH ATTACHED GARAGE	A001 - TITLE SHEET, DWG LIST, PROJECT DATA, AREA PLAN, SITE PLAN AND FLOOR AREA / COVERAGE DIAGRAMS A011 - TREE PROTECTION A012 - TREE PROTECTION A013 - TREE PROTECTION A014 - TREE PROTECTION A015 - TREE PROTECTION



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BURTON GREEN GROUP, LLC
JEROME BURCOS
T. (415) 379-7411
jgreen@burtongreengroup.com

PROJECT ADDRESS:
1035 RINGWOOD AVE
MENLO PARK, CA 94025

PROJECT TITLE:
1035 RINGWOOD PROJECT
DATA, AREA PLAN, SITE PLAN, AND ALTERATION & ADDITION

SHEET TITLE:
TITLE SHEET, DWG LIST, PROJECT DATA, AREA PLAN, SITE PLAN, AND ALTERATION & ADDITION FLOOR AREA / COVERAGE DIAGRAMS

NO.	DATE	DESCRIPTION
00	01.26.2024	USE PERMIT SUBMITTAL
01	03.08.2024	USE PERMIT RESPONSE TO COMMENTS
02	04.11.2024	USE PERMIT RESPONSE TO COMMENTS
03	04.11.2024	USE PERMIT RESPONSE TO COMMENTS

SCALE: AS NOTED
PROJECT NUMBER: 2306
DRAWING NUMBER:
A001

PAGE NUMBER:
0

April 11, 2024

Burgin, Sergio
Sergio Design Group
1313 Jefferson Ave
Menlo Park, CA 94025
Phone: (415) 339-7412
No Email: srgo@sergiodesigngroup.com

PHIL ARBORETUM, TREE INVENTORY, CONSTRUCTION IMPACT ASSESSMENT AND TREE PROTECTION PLAN
RE: 1035 Ringwood Avenue, Menlo Park, California (APN 062-054-242)

EXECUTIVE SUMMARY

In accordance with the client's contract, California Tree and Landscape Consulting, Inc. ("CALTLIC") conducted a tree inventory, construction impact assessment and tree protection plan for the proposed development project located at the intersection of Ringwood Avenue and the existing sidewalk and area potential improvement (APIS) area. This report provides the results of the tree inventory, construction impact assessment and tree protection plan for the project. The tree inventory was conducted on April 11, 2024, and the construction impact assessment and tree protection plan were prepared on the same date. The tree inventory was conducted in accordance with the California Tree Inventory Manual (CTIM) and the tree protection plan was prepared in accordance with the California Tree Protection Manual (CTPM).

Tree Species	Tree Inventory Date	Tree Inventory Date	Tree Inventory Date	Tree Inventory Date	Tree Inventory Date	Tree Inventory Date	Tree Inventory Date
Acacia saligna (Black Wattle)	0	0	0	0	0	0	0
Capri Olive (Olea europaea)	1	0	0	0	0	0	0
Large Tree (Various Species)	1	0	0	0	0	0	0
TOTAL	2	0	0	0	0	0	0

*As the project is located on a street that is not a designated tree street, CALTLIC is not required to conduct a tree inventory of the adjacent street. However, CALTLIC has conducted a tree inventory of the adjacent street to provide a complete tree inventory of the site. The tree inventory of the adjacent street was conducted on April 11, 2024, and the results are included in this report. The tree inventory of the adjacent street was conducted in accordance with the California Tree Inventory Manual (CTIM) and the tree protection plan was prepared in accordance with the California Tree Protection Manual (CTPM).

ASSESSMENT
Perform an examination of the site to document the presence and condition of trees protected by the City of Menlo Park. The study area for this report includes the project site and the area immediately adjacent to the project site. The tree inventory was conducted on April 11, 2024, and the results are included in this report.

METHODS
Appendix 2 to this report is the detailed inventory and recommendations for the trees. The following items and Table 1 - Tree Inventory Summary will further explain the findings.

The tree inventory was conducted as part of the tree inventory and included CALTLIC, Sergio Design Group, and Sergio Design Group. The tree inventory was conducted in accordance with the California Tree Inventory Manual (CTIM) and the tree protection plan was prepared in accordance with the California Tree Protection Manual (CTPM).

The species included in the tree inventory are listed in Table 1. The tree inventory was conducted on April 11, 2024, and the results are included in this report. The tree inventory was conducted in accordance with the California Tree Inventory Manual (CTIM) and the tree protection plan was prepared in accordance with the California Tree Protection Manual (CTPM).

The tree inventory was conducted in accordance with the California Tree Inventory Manual (CTIM) and the tree protection plan was prepared in accordance with the California Tree Protection Manual (CTPM).

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The tree inventory was conducted in accordance with the California Tree Inventory Manual (CTIM) and the tree protection plan was prepared in accordance with the California Tree Protection Manual (CTPM).

TREES
Species of trees listed by tree inventory number and botanical name by genus and species.

Tree inventory number listed by tree inventory number and botanical name by genus and species.

Tree inventory number listed by tree inventory number and botanical name by genus and species.

Tree inventory number listed by tree inventory number and botanical name by genus and species.

Tree inventory number listed by tree inventory number and botanical name by genus and species.

Tree inventory number listed by tree inventory number and botanical name by genus and species.

Tree inventory number listed by tree inventory number and botanical name by genus and species.



OWNER:
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MENLO PARK, CA 94025

DESIGNER:
SERGIO DESIGN GROUP, LLC
SERGIO BAINE CHEUNG
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MENLO PARK, CA 94025

PROJECT ADDRESS:
1035 RINGWOOD AVE
MENLO PARK, CA 94025

PROJECT TITLE:
1035 RINGWOOD AVE
ALTERATION & ADDITION

SHEET TITLE:
TREE PROTECTION

NO.	DATE	DESCRIPTION
01	04/04/2024	USE PERM RESPONSE TO COMMENTS
02	04/04/2024	USE PERM RESPONSE TO COMMENTS
03	04/11/2024	USE PERM RESPONSE TO COMMENTS

SCALE: AS NOTED
PROJECT NUMBER: 2306
DRAWING NUMBER: A011

PAGE NUMBER: 1

*Change sheets must be prepared and approved by the client before being used for construction. The client is responsible for providing the correct information for the change sheets.



Approved Arborist Report for Project: 1035 Ringwood Avenue, City of Menlo Park, CA April 11, 2024

APPENDIX 2 - TREE DATA (2 SHEETS)

1035 Ringwood Ave Menlo Park, CA 94025

ID	Tree Species	DBH (in)	Height (ft)	Health	Notes	Protection Method	Notes	Notes	Notes	Notes	Notes	Notes	Notes	Notes	Notes	Notes	Notes	Notes	Notes	Notes	
1	Redwood	12	25	Good
2
3

Consulting Arborist: Page 18 of 20

Approved Arborist Report for Project: 1035 Ringwood Avenue, City of Menlo Park, CA April 11, 2024

APPENDIX 3 - GENERAL PRACTICES FOR TREE PROTECTION

Definitions:

Rootzone: The roots of trees grow fairly close to the surface of the soil, and spread out in a radial direction from the trunk of tree. A general rule of thumb is that they spread 2 to 3 times the radius of the canopy, or 1 to 1.5 times the height of the tree. It is generally accepted that distance to root zones should be kept as far as possible from the trunk of a tree.

Root Bar: The bark on large valley oaks and coast live oaks is quite thin, usually 1" to 2", if the bark is knocked off a tree, the inner bark, or cambial region, is exposed or removed. The cambial zone is the area of tissue responsible for adding new layers to the tree each year, so by removing it, the tree can only grow new tissue from the edges of its wound. In addition, the wood of the tree is exposed to decay fungi, so the trees die over at the time of the injury because susceptible to decay. Tree protection measures require that root zones occur which can knock the bark off the trees.

Methods Used in Tree Protection:

Remember from detailed Tree Protection Measures in the Initial Arborist Report, they will not attempt their standard practices unless they are applied to individual trees and a Project Arborist is hired to oversee the construction. The Project Arborist should have the ability to oversee the protective measures. The Project Arborist should be hired as soon as possible to assist in design and to become familiar with the project. He must be able to read and understand the arborist knowledge and interpret the specifications. He should also have the ability to cooperate with the contractor, understanding the contractor's view, as how to accomplish the protection measures, whenever possible. It is advisable for the Project Arborist to be present at the Pre-Bid tour of the site, to answer questions the contractors may have about Tree Protection Measures. This also lets the contractors know how important tree protection is to the developer.

Root Protection Zone (RPZ): Since a root construction projects it is not possible to protect the entire root zone of a tree, a Root Protection Zone is established for each tree to be preserved. The minimum Root Protection Zone is the area underneath the tree's canopy (set to the drip-line, at edge of the canopy), plus 2'. The Project Arborist must approve work within the RPZ.

Soil, Fertilizer, Mulch: Prior to grading on the site near any tree, the area within the Tree Protection fence should be fertilized with 1 pound of nitrogen per 1000 square feet, and the fertilizer irrigated in. The irrigation should penetrate at least 20 inches into the soil. This should be done no less than 2 weeks prior to grading or other root disturbing activities. After irrigating, cover the RPZ with at least 12" of leaf and twig mulch. Such mulch can be obtained from chipping or grinding the limbs of any trees removed on the site. Acceptable mulches may be obtained from chipping or other commercial sources. Fibrous or shredded material or other bark mulch shall not be used anywhere on site.

Sign: Signs should be placed in the Root Protection Zone and restrict activities by vehicle to prevent soil compaction by vehicles, limit traffic or material storage. The fenced area shall be off limits to all construction equipment, unless there is express written notification provided by the Project Arborist, and impacts are discussed and mitigated prior to work commencing.

A protection barrier of 4' diameter fence shall be installed around the drip-line of protected trees. The fencing can be removed within the drip-line if authorized by the project arborist or city arborist, but not

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Approved Arborist Report for Project: 1035 Ringwood Avenue, City of Menlo Park, CA April 11, 2024

clearer than 2' from the trunk of any tree. Fence posts shall be 3.5" in diameter and are to be driven 2' into the ground. The distance between posts shall not be more than 10'. Movable barriers of chain-link fencing secured to concrete blocks can be substituted for "fixed" fencing if the project arborist and city arborist agree that the fencing will have to be removed to accommodate certain phases of construction. The builder may NOT move the fence without authorization from the project or city arborist.

Where the city or project arborist has determined that tree protection fencing will interfere with the safety of work zones, tree wrap may be used as an alternative form of tree protection. Wooded stakes of least 1" thick are to be placed around, edge to edge, around the trunk. A single layer or more of orange plastic construction fencing is to be wrapped around and around the outside of the wooden stakes. Major scaffold limbs may require protection as determined by the city or project arborist. Straw waddle may also be used as a trunk wrap by cutting waddle around the trunk up to a minimum height of 6' from grade. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the straw waddle.

Signage should be placed on the plastic tree fence no farther than 30' apart. The signage should present the following information:

- The tree protection fence shall not be removed without authorization of the Project or City Arborist.
- Storage of building materials or soil is prohibited within the Tree Protection Zone.
- Construction or operation of construction equipment is prohibited within the tree protection zone.

In areas with many trees, the RPZ can be located as end point, rather than separately for each tree. Do not allow run-off or spillage of liquid materials into the area below any tree canopy.

Do not store materials, stockpile soil or park or other vehicles within the RPZ.

Do not use, break, aim or brake tools, tractors, or trucks without first obtaining authorization from the city arborist.

Do not allow piles of soil and adjacent to trees.

Do not discharge wastes into fillings.

Do not remove cables, chains or ropes to trees or shrubs.

Do not trench, dig, or otherwise excavate within the drip-line or RPZ of the tree without first obtaining authorization from the city arborist.

Do not apply soil (dirt) under powerline or near existing trees.

Only excavation by hand, compressed air or hydro-air shall be allowed within the drip-line of trees.

Minimal Damage: Where indicated, remove lower limbs from a tree to prevent limb breakage by equipment. Low limbs can usually be removed without harming the tree, unless more than 25% of the foliage is removed. Branches need to be removed at the seasonally correct season in order to prevent decay.

Consulting Arborist: Page 22 of 20

Approved Arborist Report for Project: 1035 Ringwood Avenue, City of Menlo Park, CA April 11, 2024

operators from entering the trunk. For this reason, a contractor who is an ISA Certified Arborist should perform all pruning on protected trees.

Damage and Out-Rigging: Working roots with a backhoe, or smother them with a grader, causes significant injury, which may subject the roots to decay. Rigging roots may cause them to splinter toward the base of the tree, creating much more injury than a clean cut would make. At any location where the root zone of a tree will be impacted by a trench or cut (including a cut required for a fill and compaction), the roots shall be exposed with either a backhoe digging radially to the trunk, by hand digging, or by a hydraulic air spade, and then cut clean with a sharp instrument, such as chainsaw with a carbide blade. Once the roots are severed, the area behind the cut should be excavated and mulched. A root protection fence should also be erected to protect the remaining roots. If it is not already in place, further grading or backhoe work required outside the established RPZ can then continue without further protection measures.

Protecting Roots in Shallow Trenches: The location of utilities on the site can be very detrimental to trees. Design the project to use as few trenches as possible, and to keep them away from the major trees to be protected. Whenever possible, in areas where trenches will be very deep, consider boring under the roots of the trees, rather than digging the trench through the roots. This technique can be quite useful for utility trenches and pipelines.

Place pipes outside of the area that is 10 times the diameter of the protected tree to avoid conflicts with roots. Where it is not possible to reroute pipes or trenches, the contractor shall bore beneath the drip-line of the tree. The boring shall be placed not less than 2' below the surface of the soil in order to avoid encountering feeder roots. Alternatively, the trench can be excavated using hand, pneumatic or hydraulic techniques within the RPZ. The goal is to avoid damaging the roots while protecting. The pipes should be laid under the exposed roots. Trenches should be filled within 24 hours, but where this is not possible the side of the trench adjacent to the trees shall be kept shaded with 4 layers of dampweed, untreated burlap, woodchips or plywood as necessary to keep the burlap wet.

Protecting Roots in Small Trenches: After all construction is complete on a site, it is not unusual for the landscape contractor to come in and cover a large number of "unprotected" plants during the installation of irrigation systems. The Project Arborist must therefore approve the landscape and irrigation plans. The irrigation system needs to be designed so the main lines are located outside the root zone of major trees, and the secondary lines are either laid on the surface (drip systems), or carefully dug with a hydraulic or air spade, and the backhoe used to undermine the major roots.

Design the irrigation system so it can slowly apply water (no more than 1" to 1.5" of water per hour) over a large period of time. This allows deep soaking of root zones. The system also needs to accommodate different irrigation settings of zone or basin a month, rather than several times a week.

Watering Tree Health During and After Construction: The Project Arborist should visit the site at least once a week during construction to be certain the tree protection measures are being followed, to monitor the health of irrigated trees, and make recommendations as to irrigation or other needs.

Consulting Arborist: Page 23 of 20

NONCONFORMING WALLS PROPOSED TO REMAIN SHALL NOT BE DEMOLISHED PAST THE FINISH FLOORLINE. IF THEY ARE DEMOLISHED PAST THE FINISH FLOORLINE, THEY MUST BE RECONSTRUCTED TO CONFORM TO THE CURRENT ZONING STANDARDS.



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PROJECT TITLE:
1035 RINGWOOD AVE
ALTERATION &
ADDITION

SHEET TITLE:
TREE PROTECTION

NO.	DATE	DESCRIPTION
01	03.08.2024	USE REPLY RESPONSE TO COMMENTS
02	04.11.2024	USE REPLY RESPONSE TO COMMENTS
03	04.11.2024	USE REPLY RESPONSE TO COMMENTS

SCALE: AS NOTED

PROJECT NUMBER: 2306

DRAWING NUMBER:

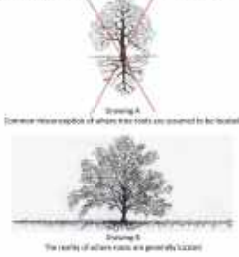
A012

PAGE NUMBER:

3030 Group, Inc. 3030 Group, Inc., LLC
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Root Structure

The majority of a tree's roots are contained in a radius from the main trunk outward approximately two to three times the canopy of the tree. These roots are located in the top 6" to 1" of soil. It is a common misconception that a tree's underground resembles the canopy (see Drawing A below). The correct root structure of a tree is in Drawing B. All plants' roots need both water and air for survival. Surface roots are a natural phenomenon with trees grown in compacted soil. Poor canopy development or canopy decline in mature trees is often the result of inadequate root space and/or soil compaction.



Structural Issues

Unfilled spaces for canopy development produce poor structural trees. The largest tree in a given area, which is "shading" the other trees is considered Dominant. The "shaded" trees are considered Suppressed. The following issues illustrate this point. Suppressed trees are more likely to become a potential hazard due to their poor structure:



Ice damage loadings are another common structural problem in trees. The tree in this picture has approximately 100 lbs of ice and included bark up to 7 or 8" thick. Bark cracks when ice or water builds from a narrow angle of attachment resulting in bark between the stem instead of well to well attachment. This is considered a critical defect in trees and is the cause of many failures.

Pruning Mature Trees for Risk Reduction

There are two good reasons to prune mature trees. Removal of deadwood, if structural pruning, removal of decayed or damaged wood, and load-weight reduction as a method of mitigation for structural faults are the only reasons a mature tree should be pruned. Use wood over 2" diameter to prevent or less absolutely necessary. Pruning cuts should be clean and correctly placed. Pruning should be done in accordance with the American National Standards Institute (ANSI) Z300 standards. It is important to use clean small cuts that are large cuts as small pruning wounds reduce risk while large wounds increase risk.

Pruning causes an open wound in the tree. Trees do not "heal" the compartmentalization. Any wound made today will always remain, but a healthy tree, in the absence of decay in the wound, will "cover it" with callus tissue. Large, old pruning wounds with advanced decay are a likely future point failure. Mature trees with large wounds are a high failure risk.

Overweight limbs are a common structural fault in suppressed trees. There are two remedial actions for overweight limbs (1) prune the limb to reduce the extension of the canopy, or (2) cable the limb to reduce movement. Cables do not hold weight they only stabilize the limb and require annual inspection.



Uprun - failing in the pruning practice of removal of "an excessive number of inner and/or lower lateral branches from parent branches. Uprun's failing is not an acceptable pruning practice" ANSI Z300 part II 4.23. It increases the risk of failure.



Arborist Classifications

There are different types of Arborists:

Tree Removal and/or Pruning Companies: These companies may be licensed by the State of California to do business, but they do not necessarily know anything about trees.

Arborists: Arborist is a broad term. It is intended to mean someone with specialized knowledge of trees that is often used to imply knowledge that is not theirs.

IC- Certified Arborist: An International Society of Arboriculture Certified Arborist is someone who has been trained and tested to have specialized knowledge of trees. You can look up registered consulting arborists at the International Society of Arboriculture website: <http://www.isa-arbor.org>

Consulting Arborist: An American Society of Consulting Arborists Registered Consulting Arborist is someone who has been trained and tested to have specialized knowledge of trees and trained and tested to provide high quality reports and documentation. You can look up registered consulting arborists at the American Society of Consulting Arborists website: <http://www.asca-arborists.org>

Decay in Trees

How do I detect? Fungi cause all decay of living trees. Decay is considered a disease because cell walls are altered, wood strength is affected, and living sapwood cells may be killed. Fungal decay wood by secondary enzymes. Different types of fungi cause different types of decay through the secretion of different chemical enzymes. Some decays, such as white rot, cause less wood strength loss than others because they first attack the lignin (another structural component in cell walls). Others, such as soft rot, attack the cellulose chain and cause substantial losses in wood strength even in the initial stages of decay. Brown rot causes wood to become brittle and fractures easily with tension. Identification of internal decay in a tree is difficult because visible evidence may not be present.

According to Evaluation of Mature Trees in Urban Areas (Matthews, 1994) decay is a critical factor in the stability of the tree. As decay progresses in the trunk, the stem becomes a hollow tube or splinter rather than a solid rod. This change is not readily apparent to the casual observer. Trees require time a small amount of bark and wood to transport water, minerals and sugars. Interior heartwood can be eliminated (or degraded) to a great degree without compromising the transport process. Therefore, trees can sustain significant amounts of decay without showing decline symptoms in the present.



Additional note: The weakest of the vertical wall, the weakest of decay progression inward at large diameter trees than in a pruning cut trunk of the tree, the likelihood of decay progression and the associated structural loss of integrity of the internal wood is high.

Old Tree Impacts: Our mature oak trees are easily damaged or killed by trawling the soil within the Critical Root Zone (CRZ) disturbed or compacted. All of the work initially performed around protected trees that will be done should be done by people rather than by wheeled or track-type tractors. Oaks are fragile plants that can take little change in soil grade, compaction, or water content-moisture. Don't be lulled into believing that water seeping has no adverse effects on native oaks. Decline and eventual death can take 10 to 100 years with poor care and inappropriate watering. Oaks can live hundreds of years if treated properly during construction, as well as later with proper pruning, and the appropriate landscape/irrigation design.

APPENDIX - APPRAISAL VALUE TABLE

Table with columns: Tree ID, Species, DBH (inches), Height (feet), Condition, and Appraisal Value. The table lists several trees with their respective measurements and values.

*The value of the trees was determined using the Suco Formula Method, described in the Guide for Plant Appraisal, and in the Service Classification and Group Assignment outlined by the Western Chapter, International Society of Arboriculture (ISA).

DBH: diam. determined using Brown Tree Tapes, Future, CA prior for 24-inch less than plus 0.5% fee, not including delivery.

**Culm loss not include removal of existing use, site preparation, delivery, installation and post-planting care costs.



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PROJECT ADDRESS: 1035 RINGWOOD AVE MENLO PARK, CA 94025

PROJECT TITLE: TREE PROTECTION ALTERNATION & ADDITION

SHEET TITLE: TREE PROTECTION

Table with columns: NO., DATE, DESCRIPTION, AS NOTED, PROJECT NUMBER. It contains information about revision dates and descriptions.

SCALE: AS NOTED PROJECT NUMBER: 2306

DRAWING NUMBER: A013

NONCONFORMING WALLS PROPOSED TO REMAIN SHALL NOT BE DEMOLISHED PAST THE FRAMING MEMBERS. IF THEY ARE DEMOLISHED PAST THE FRAMING MEMBERS THEY MUST BE RECONSTRUCTED TO CONFORM TO THE CURRENT ZONING STANDARDS.

A

B

C

D

E

4

3

2

1

APPENDIX 5 - TREE PROTECTION SPECIFICATIONS



CITY OF MENLO PARK, CALIFORNIA
1035 RINGWOOD AVE
MENLO PARK, CA 94025
1-20-2011

TREE PROTECTION SPECIFICATIONS

- A 1/2" base of concrete or masonry to be placed beneath the depth of the proposed area. Width to be 12" from the base.
- A protection fence of 1" vinyl ball fencing shall be installed around the depth of proposed work. The fencing shall be secured to the ground by the Project Arborist or City Arborist at a maximum of 2' from the base of the tree. Installation shall be 12" or greater and not to be less than 2" from the ground. The distance between posts shall not be more than 10'. The maximum height of the fence shall be 5 feet.
- Minimum height of chain link fencing around the tree shall be identified by "Ball" fencing of the Project Arborist or City Arborist. The fencing shall be to be secured to the ground by the Project Arborist or City Arborist. The distance between posts shall not be more than 10'. The maximum height of the fence shall be 5 feet.
- When the City Arborist or Project Arborist has determined the construction fencing will interfere with the safety of work areas, then there may be a need to construct a barrier around the tree. The barrier shall be 1/2" vinyl ball fencing or chain link fencing around the tree. The barrier shall be 12" or greater and not to be less than 2" from the ground. The distance between posts shall not be more than 10'. The maximum height of the fence shall be 5 feet.
- When the City Arborist or Project Arborist has determined the construction fencing will interfere with the safety of work areas, then there may be a need to construct a barrier around the tree. The barrier shall be 1/2" vinyl ball fencing or chain link fencing around the tree. The barrier shall be 12" or greater and not to be less than 2" from the ground. The distance between posts shall not be more than 10'. The maximum height of the fence shall be 5 feet.

7. Avoid injury to tree roots. When a digging machine, which is beyond the radius of the drip line of trees, excavates more than 24" the width of the trench adjacent to the tree, shall be backfilled, compacted, and covered with a 2" layer of sand. The trench shall be filled with 24" layers, no wider than 24" possible. The side of the trench adjacent to the tree shall be backfilled with this 2" layer of sand. The trench shall be covered with a 2" layer of sand. The trench shall be filled with 24" layers, no wider than 24" possible. The side of the trench adjacent to the tree shall be backfilled with this 2" layer of sand. The trench shall be covered with a 2" layer of sand.
8. Avoid injury to tree roots. When a digging machine, which is beyond the radius of the drip line of trees, excavates more than 24" the width of the trench adjacent to the tree, shall be backfilled, compacted, and covered with a 2" layer of sand. The trench shall be filled with 24" layers, no wider than 24" possible. The side of the trench adjacent to the tree shall be backfilled with this 2" layer of sand. The trench shall be covered with a 2" layer of sand.
9. When it is not possible to remove pipes or conduits, the contractor shall be required to install a trench box or trench shields. The trench shall be filled with 24" layers, no wider than 24" possible. The side of the trench adjacent to the tree shall be backfilled with this 2" layer of sand. The trench shall be covered with a 2" layer of sand.
10. There shall be no excavation, trenching, or other work within the drip line of trees. The contractor shall be required to install a trench box or trench shields. The trench shall be filled with 24" layers, no wider than 24" possible. The side of the trench adjacent to the tree shall be backfilled with this 2" layer of sand. The trench shall be covered with a 2" layer of sand.
11. Any damage to the existing landscape shall be repaired to the original condition or better. The contractor shall be required to install a trench box or trench shields. The trench shall be filled with 24" layers, no wider than 24" possible. The side of the trench adjacent to the tree shall be backfilled with this 2" layer of sand. The trench shall be covered with a 2" layer of sand.
12. All P.A. Certified or Licensed Arborists or Consulting Arborists shall be required to be present at the project site to conduct the tree protection specifications. The Project Arborist shall be responsible for the protection of the proposed work. The Project Arborist shall be responsible for the protection of the proposed work. The Project Arborist shall be responsible for the protection of the proposed work.
13. Violation of any of the above provisions may result in penalties or other disciplinary action.

ADVERTENCIA: ÁREA DE PROTECCIÓN DE ÁRBOLES

NO SE PERMITE LA EXCAVACIÓN, RANCHAR, ALMACENAMIENTO DE MATERIALES, BÚLGUAS, ACCESO DE EQUIPOS, O VERTIDO DE RESIDUOS DENTRO DE ESTA CERCIA.



WARNING TREE PROTECTION AREA

ONLY AUTHORIZED PERSONNEL MAY ENTER THIS AREA

No excavation, trenching, material storage, clearing, equipment access, or dumping is allowed within this fence.

Do not remove or relocate this fence without approval from the project arborist. This fencing must remain in its approved location throughout demolition and construction.

Project Arborist contact information:

Name:
Business:
Phone number:

ADVERTENCIA: ÁREA DE PROTECCIÓN DE ÁRBOLES

SÓLO EL PERSONAL AUTORIZADO PUEDE INGRESAR A ESTA ÁREA

No se permite la excavación, ranchar, almacenamiento de materiales, búlguas, acceso de equipos, o vertido de residuos dentro de esta cerca.

No retire ni modifique esta cerca sin la aprobación del arborista del proyecto. Esta cerca debe permanecer en su ubicación aprobada durante todo el proceso de demolición y construcción.

Información de contacto del arborista de este proyecto:

Nombre:
Empresa:
Número de teléfono:



Tree protection fence layout - 0411

Appendix 6 - Photographs



Tree #1 (TAG # 5442)



Tree #2 (Tag # 5443)



OWNER:
PATRICIA BAINE CHEUNG
1035 RINGWOOD AVE
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DESIGNER:
BORIS GREEN GROUP, LLC
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jgreen@borisgreengroup.com

PROJECT ADDRESS:
1035 RINGWOOD AVE
MENLO PARK, CA 94025

PROJECT TITLE:
1035 RINGWOOD
ALTERATION &
ADDITION

SHEET TITLE:
TREE PROTECTION

NO.	DATE	DESCRIPTION
01	04.11.2024	USE REVISION COMMENTS
02	04.17.2024	USE REVISION COMMENTS
03	04.17.2024	USE REVISION COMMENTS

SCALE: AS NOTED
PROJECT NUMBER: 2306

DRAWING NUMBER:

A014

PAGE NUMBER:

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NONCONFORMING WALLS PROPOSED TO REMAIN SHALL NOT BE DEMOLISHED PAST THE FINISH MARKERS. IF THEY ARE DEMOLISHED PAST THE FINISH MARKERS THEY MUST BE RECONSTRUCTED TO CONFORM TO THE CURRENT ZONING STANDARDS.



Tree # 8 [Tag # 8444], 30'-01".

Assignment Assumptions and Limiting Conditions:

- 1. Consultant assumes that any legal description provided is correct and that this represents in good and marketable...
2. Consultant assumes that the program and its use do not violate applicable codes, ordinances, statutes or regulations...
3. Although Consultant has taken care to obtain all information from reliable sources and to verify the data insofar as possible, Consultant does not guarantee and is not responsible for the accuracy of information provided to clients...
4. Client may not require Consultant to testify in a legal court by reason of any report unless mutually satisfactory contractual arrangements are made...
5. Unless otherwise required by law, possession of this report does not imply right of publication or use for any purpose by any person other than the person to whom it is addressed...
6. Unless otherwise required by law, to part of this report shall be covered by insurance, including the Client, the public through advertising, public relations, news, radio or other media without the Consultant's prior express written consent...
7. This report and any related expenses herein represent the opinion of the Consultant, and the Consultant's fee is fixed and non-refundable upon the reporting of a specific value, a calculated result, the occurrence of a subsequent event or upon any finding to be recovered...
8. Sketches, drawings and photographs in this report, being introduced as visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports or surveys...
9. Unless otherwise agreed, all information contained in this report covers only the items mentioned and reflects the condition of those items at the time of inspection and is not intended to be used as a basis for any other action...
10. Scope or duration of any part of this Agreement constitutes the entire report.

Report Assumptions and Limitations:

This report provides information about the subject trees at the time of the inspection. These and conditions may change over time. This report is only valid for the trees and the conditions present at the time of the inspection. All observations were made while standing on the ground. The Inspector conducted visual observations, using a probe to gain additional information about decay and hollow portions of the tree, and if needed, light assessment was performed to observe shallow depth areas below grade at the base of the trees. No further investigations were requested or performed.
Since's attempts were made to accurately locate the roots and show the trees on the plan, all tree locations were attempted to be shown as observed in the field.
Arborists are the specialists who use their education, knowledge, training and experience to evaluate trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce the risk of injury over time. Clients may choose to accept or disregard the recommendations of the arborist or use additional advice.
Arborists cannot direct every condition that could possibly lead to the structural failure of a tree. There are many organisms that occur in soils and are not fully understood. Conditions are often hidden well below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise, removal treatments, the any results, cannot be guaranteed.
Treatments, pruning, and removal of trees may involve considerations beyond the scope of the arborist's services such as property boundaries, adjacent landscaping, site lines, disputes between neighbors, landscape features matters, etc. Arborists cannot take such issues into account unless complete and accurate information is given to the arborist. The person using the arborist accepts an responsibility for obtaining the recommended treatment or removal of a tree.
Trees can be retained, but they cannot be controlled. To live near a tree is to accept some degree of risk. The only way to eliminate all risks is to remove all trees. Our company goal is to help clients enjoy the safe trees, and grow better trees.

California Tree and Landscape Consulting, Inc.
GORDON MANN
BIOGRAPHICAL SKETCH
1977 Bachelor of Science, Forestry, University of Illinois, Champaign
1982 - 1985 Horticulture Courses, College of San Mateo, San Mateo
1984 Certified as an Arborist, WEA/HSA, by the International Society of Arboriculture (ISA)
2004 Certified as a Municipal Specialist, WFA/ISA, by the ISA
Registered Consulting Arborist, RA#0, by the American Society of Consulting Arborists (ASCA)
2003 Graduate of the ASCA Consulting Academy
2006 Certified as an Urban Forester, IFTC, by the California Urban Forestry Council (CAUFC)
2011 TRACT Tree Risk Assessment Certified, maintained as an ISA Qualified Tree Risk Assessor (T.R.A.#)



- Tree Professional Achievement Award (2017) in recognition of sustained and substantial contributions to the progress of arboriculture and having given leadership or support to others.
1982 - Present WESTERN CHAPTER ISA (WCHA) Member
Chairman of the Board California (2014 - Present)
Member of the California Committee (2007 - Present)
Member of the Municipal Committee (2009 - 2014) - Award of Merit (2014) - In recognition of outstanding meritorious service in advancing the principles, goals, and practice of arboriculture.
Annual Conference Chair (2012)
President (1992 - 1993)
Award of Achievement and President's Award (1996)
1983 - Present CALIFORNIA URBAN FORESTRY COUNCIL (CAUFC) Member - Board Member (2008 - Present)
1985 - Present SOCIETY OF MUNICIPAL ARBORISTS (SMA), Member - Legacy Project of the Year (2017) in recognition of outstanding meritorious service in advancing the principles, goals and practices of arboriculture.
Board Member (2003 - 2007)
President (2012)
2001 - Present AMERICAN SOCIETY OF CONSULTING ARBORISTS, Member - Board of Directors (2006 - 2013)
President (2012)
2001 - Present CAL. TREE ADVISORY BOARD
Chairman of the California Urban Forestry Advisory Committee (2019 - Present)
2007 - Present AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI) ANSI TREE MAINTENANCE STANDARDS COMMITTEE, SMA Representative and Alternate
Alternative Representative for SMA (2008 - 2007), 2012 - Present
Representative for SMA (2007 - 2012)
2007 - Present CALIFORNIA TREE EDUCATION, Member and Employee
Co-chairman of the Technical Advisory Committee (2012 - 2018), member 2018 - present
Urban Forest Service Director (2007 - 2008)
Past President of the Regional Ordinance Committee (2007 - 2008)
1988 - 1994 TREE CLIMBING COMPETITION, Chairman
Chairman for Northern California (1988 - 1992)
Chairperson for International (1991 - 1994)
SIGNIFICANT ACHIEVEMENTS
Mr. Mann has authored numerous articles in newsletters and magazines such as Western Arborist, Arborist News, City Trees, Tree Care Industry Association, City Arborist Association, City Trees, and Arborist Update, covering a range of topics on Urban Forestry, Tree Care, and Tree Management. He has developed and led the training for arborist programs with the California Arborist Association. Additionally, Mr. Mann regularly presents at numerous professional association meetings on urban tree management topics.

Certificate of Performance:

I, Gordon Mann, certify that:
The trees and site were inspected by an ISA Certified Arborist. The tree and site reported in this report have been critically and examined and I have signed my findings accurately. The extent of the inspection is stated in the attached report under Assignment.
I have no current or prospective interest in the vegetation, or the property that is the subject of this report and have no personal interest in this project.
The analysis, opinions and conclusions about the trees are my own and are based on current scientific practices and facts.
My analysis, opinions, and conclusions were developed, and this report has been prepared according to commonly accepted arboricultural practices.
My compensation was not contingent upon the reporting of a predetermined conclusion that favors the cause of the client, or any other party, nor upon the results of the assignment, the attainment of stipulated results, or the occurrence of any subsequent events.
I further certify that I am a member in good standing of the International Society of Arboriculture (ISA) and an ISA Certified Arborist and Municipal Specialist. I am also a Registered Consulting Arborist member in good standing of the American Society of Consulting Arborists. I have been involved in the practice of arboriculture and the care and study of trees for over 45 years.
Signed:
Gordon Mann
Date: April 11, 2024



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BROSUS GREEN GROUP, LLC
3600 ELWOOD ST
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T: 415.437-7411
jgreen@brogsgroup.com

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MENLO PARK, CA 94025

PROJECT TITLE:
1035 RINGWOOD &
ALTERATION &
ADDITION

SHEET TITLE:
TREE PROTECTION

Table with columns: NO., DATE, DESCRIPTION, AS NOTED, PROJECT NUMBER. Row 1: 01, 04/11/2024, USE REM RESPONSE TO COMMENTS, AS NOTED, 2336.

DRAWING NUMBER:
A015

PAGE NUMBER:
1

NONCONFORMING WALLS PROPOSED TO REMAIN SHALL NOT BE DEMOLISHED PAST THE FINISH FLOORLINE. IF THEY ARE DEMOLISHED PAST THE FINISH FLOORLINE, THEY MUST BE RESTRICTED TO CONFORM TO THE CURRENT ZONING STANDARDS.

A

B

C

D

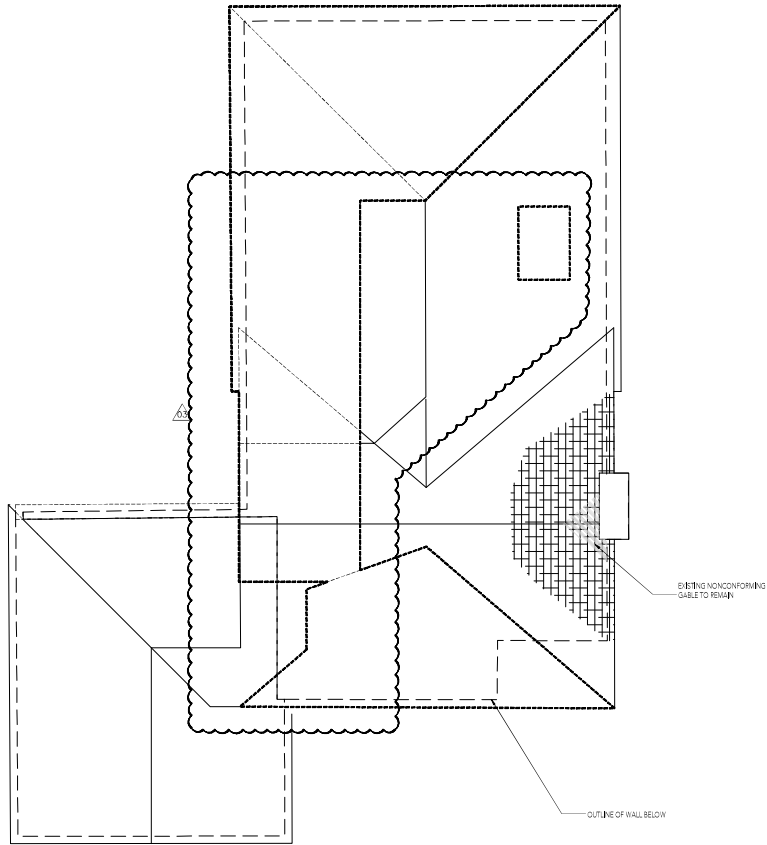
E

4

3

2

1



2
EXISTING / DEMO
ROOF PLAN
SCALE 1/4"=1'-0"



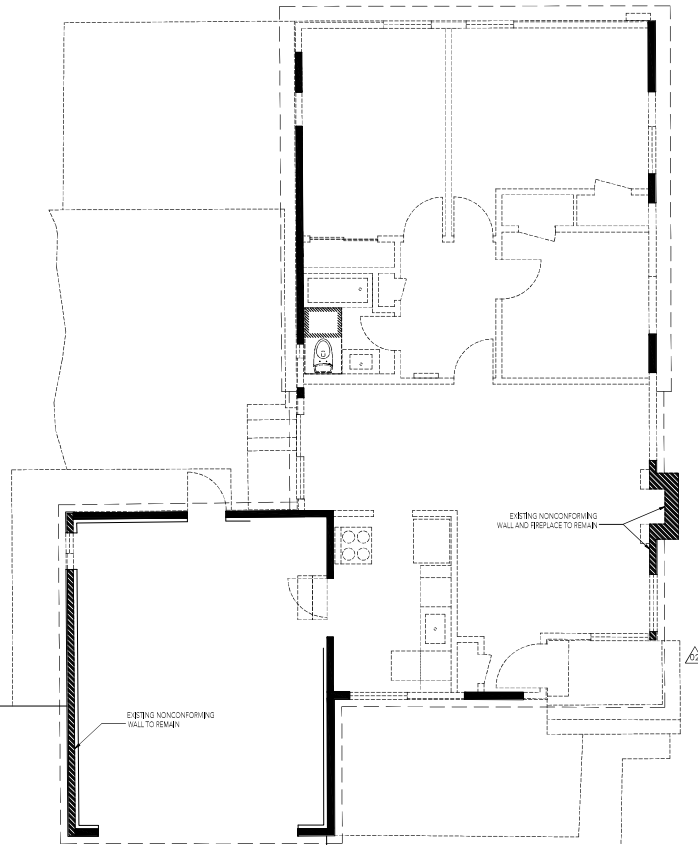
EXISTING NONCONFORMING
GABLE TO REMAIN

OUTLINE OF WALL BELOW

NONCONFORMING WALLS
PROPOSED TO REMAIN SHALL
NOT BE DEMOLISHED-PAST THE
FRAMING MEMBERS, IF THEY
ARE DEMOLISHED-PAST THE
FRAMING MEMBERS THEY MUST
BE RECONSTRUCTED TO
CONFORM TO THE CURRENT
ZONING STANDARDS.

EXISTING / DEMO
PROPOSED PLAN LEGEND

	WALL, PARTIAL COMPONENTS TO BE DEMOLISHED
	ROOF TO BE DEMOLISHED
	WALLS TO REMAIN
	EXISTING NONCONFORMING WALL
	EXISTING NONCONFORMING ROOF



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



EXISTING NONCONFORMING
WALL TO REMAIN

EXISTING NONCONFORMING
WALL AND REBRACE TO REMAIN



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PROJECT TITLE:
1035 RINGWOOD
ALTERATION &
ADDITION

SHEET TITLE
PLANS: EXISTING / DEMOLITION

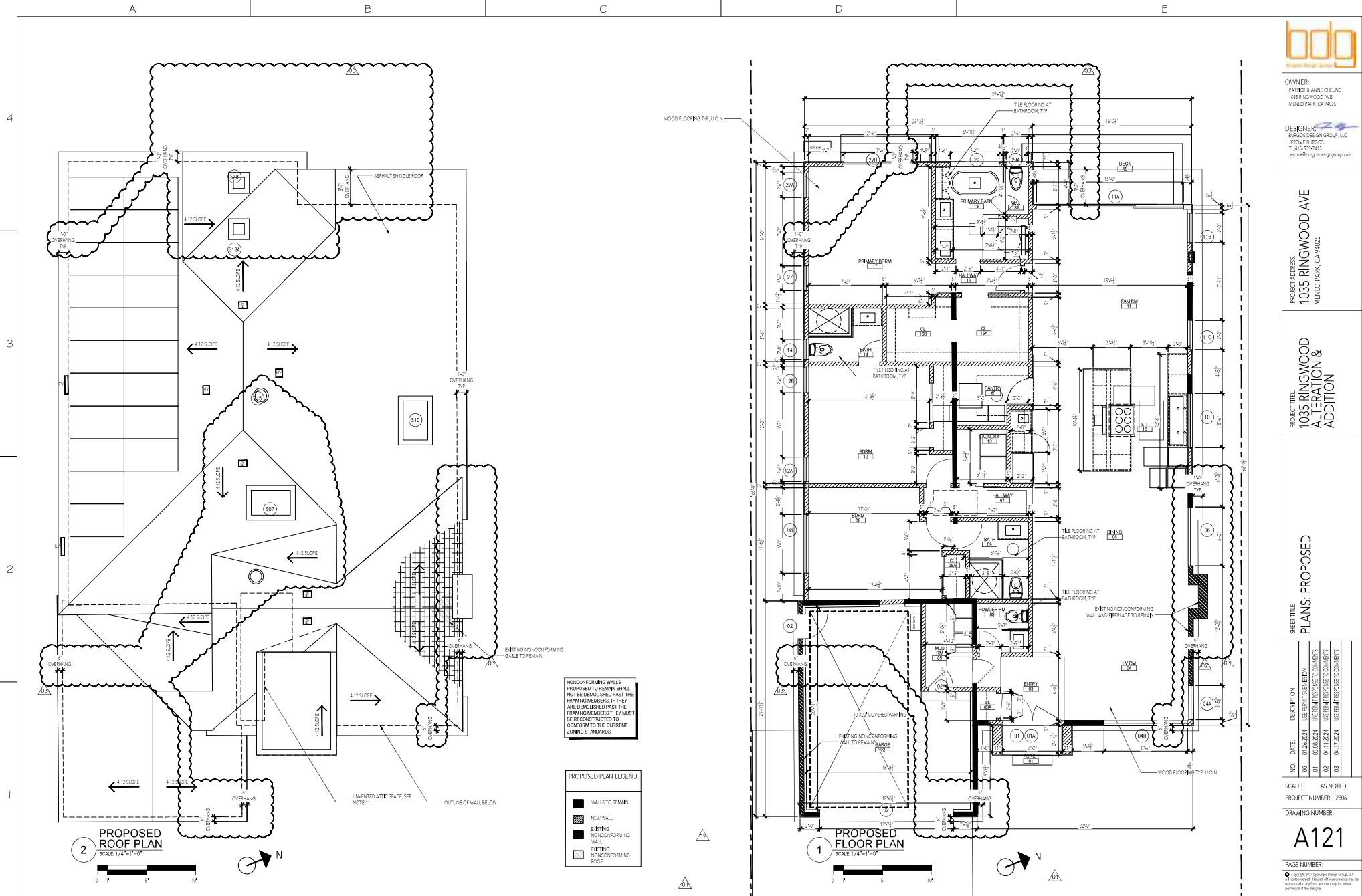
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01	03.08.2024	USE PERMIT RESPONSE TO COMMENTS
02	04.11.2024	USE PERMIT RESPONSE TO COMMENTS
03	04.17.2024	USE PERMIT RESPONSE TO COMMENTS

SCALE: AS NOTED
PROJECT NUMBER: 2306

DRAWING NUMBER:
A111

PAGE NUMBER:
1

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1035 RINGWOOD
ALTERATION &
ADDITION

SHEET TITLE:
PLANS: PROPOSED

DESCRIPTION

NO.	DATE	DESCRIPTION
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01	03.26.2024	USE PERMIT RESPONSE TO COMMENTS
02	04.11.2024	USE PERMIT RESPONSE TO COMMENTS
03	04.17.2024	USE PERMIT RESPONSE TO COMMENTS

SCALE: AS NOTED

PROJECT NUMBER: 2336

DRAWING NUMBER:

A121

PAGE NUMBER:

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MENLO PARK, CA 94025

PROJECT TITLE:
1035 RINGWOOD
ALTERATION &
ADDITION

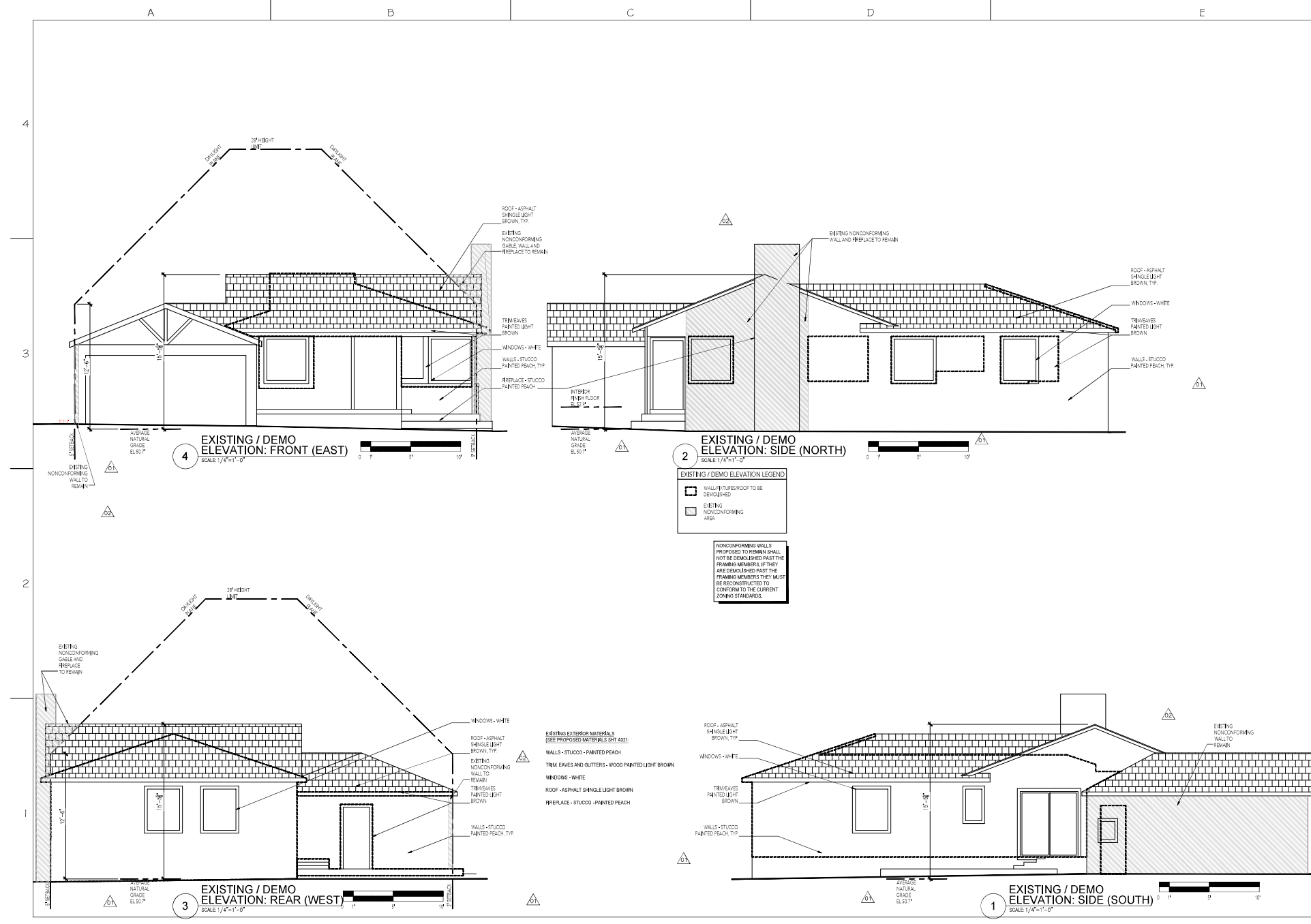
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DEMOLITION

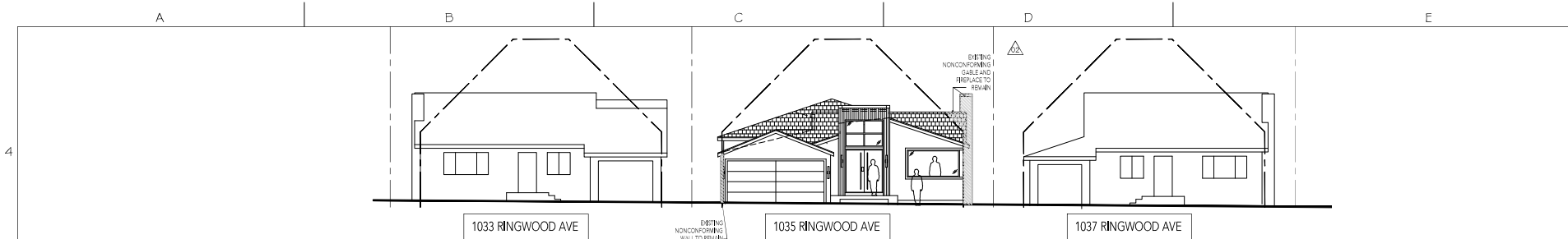
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PROJECT NUMBER: 2336

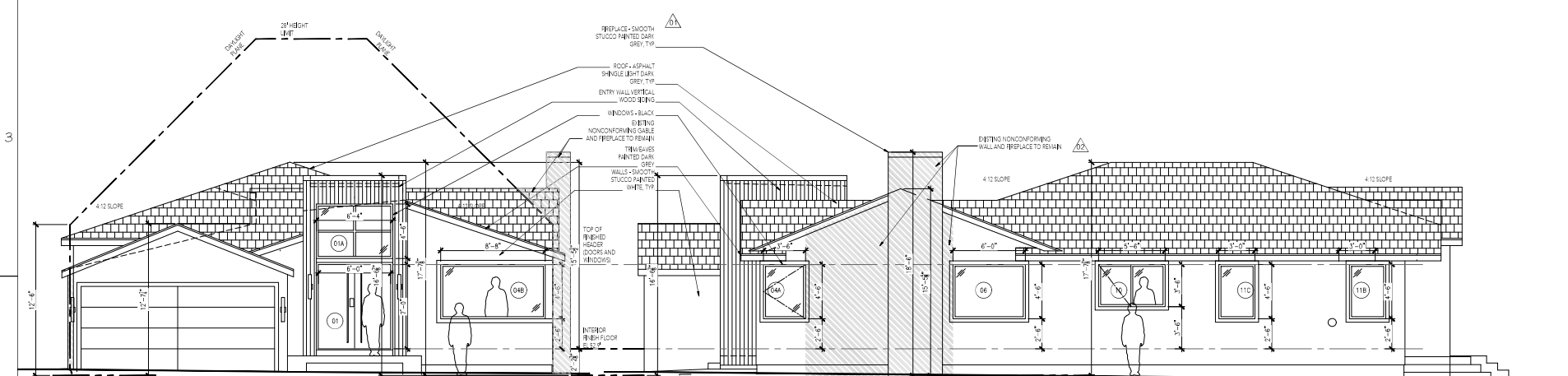
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PAGE NUMBER:
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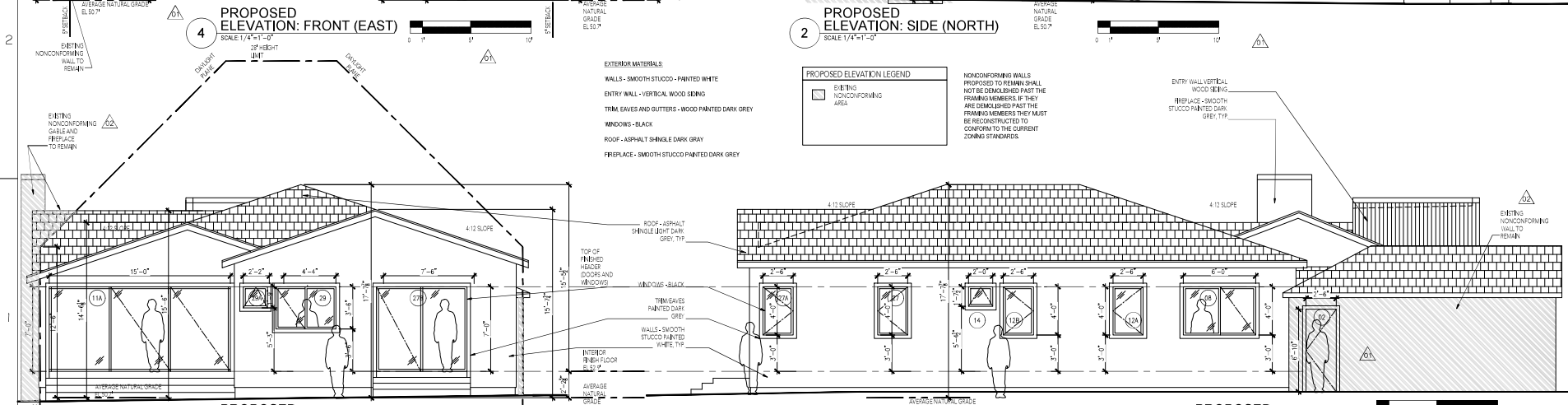


5 STREETSCAPE ELEVATION: 1035 RINGWOOD
SCALE 1/8"=1'-0"



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

2 PROPOSED ELEVATION: SIDE (NORTH)
SCALE 1/4"=1'-0"



3 PROPOSED ELEVATION: REAR (WEST)
SCALE 1/4"=1'-0"

1 PROPOSED ELEVATION: SIDE (SOUTH)
SCALE 1/4"=1'-0"

- EXTERIOR MATERIALS:**
- WALLS - SMOOTH STUCCO - PAINTED WHITE
 - ENTRY WALL - VERTICAL WOOD SIDING
 - TRIM EAVES AND GUTTERS - WOOD PAINTED DARK GREY
 - WINDOWS - BLACK
 - ROOF - ASPHALT SHINGLE DARK GRAY
 - FIREPLACE - SMOOTH STUCCO PAINTED DARK GREY

PROPOSED ELEVATION LEGEND

- EXISTING NONCONFORMING AREA

NONCONFORMING WALLS PROPOSED TO REMAIN SHALL NOT BE DEMOLISHED PAST THE FRAMING MEMBERS IF THEY ARE DEMOLISHED PAST THE FRAMING MEMBERS THEY MUST BE RECONSTRUCTED TO CONFORM TO THE CURRENT ZONING STANDARDS.



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1035 RINGWOOD AVE
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PROJECT TITLE:
1035 RINGWOOD
ALTERATION &
ADDITION

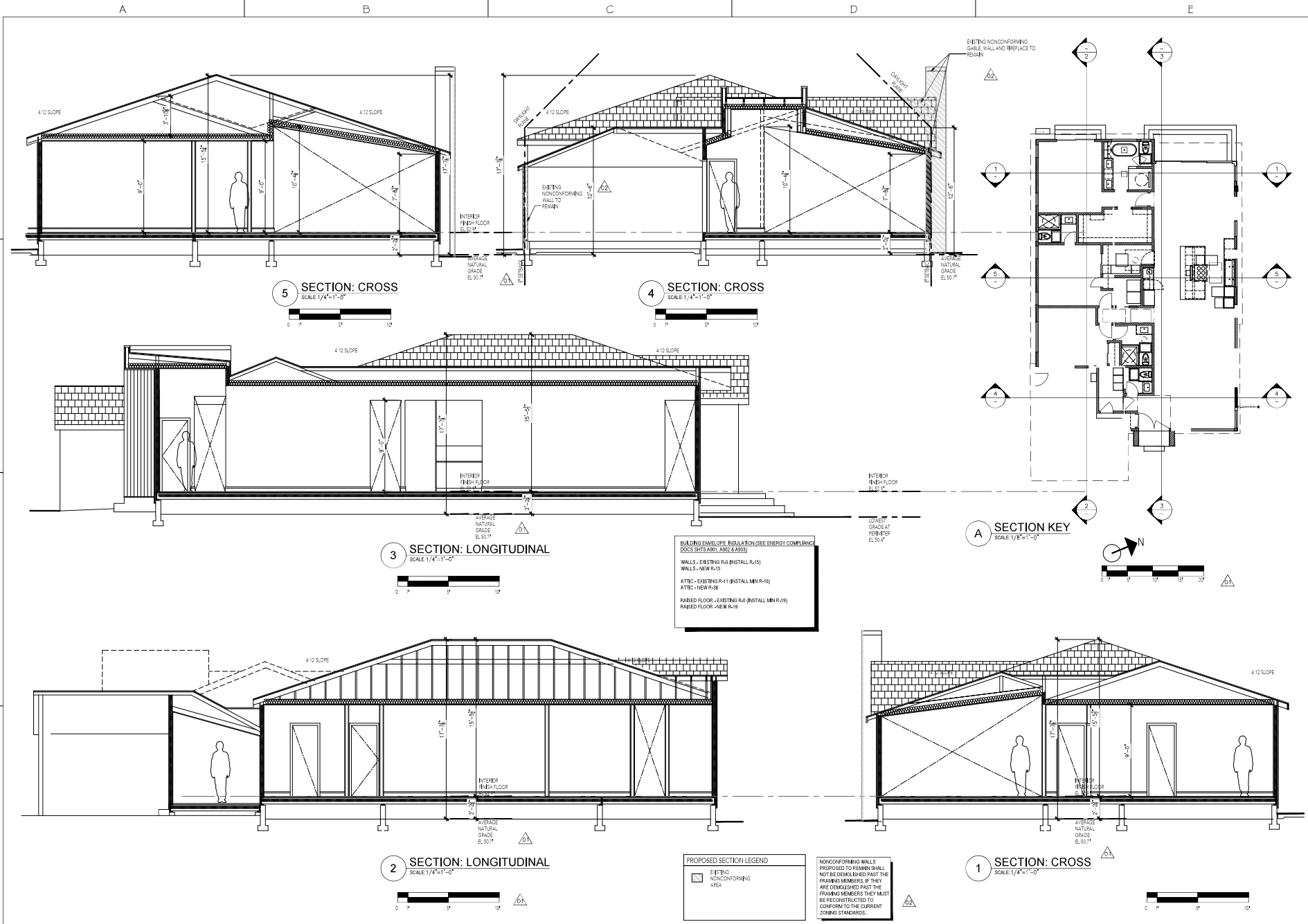
SHEET TITLE:
ELEVATIONS; PROPOSED &
STREETSCAPE

NO.	DATE	DESCRIPTION
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01	03.08.2024	USE PERMIT RESPONSE TO COMMENTS
02	04.11.2024	USE PERMIT RESPONSE TO COMMENTS
03	04.17.2024	USE PERMIT RESPONSE TO COMMENTS

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5

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BUILDING ENVELOPE INSULATION (SEE ENERGY COMPLIANCE CODES (2019 ASHRAE 90.1, 2018 IRC & IBC))

WALLS - EXISTING R-9 (INSTALL MIN R-19)
 WALLS - NEW R-5
 ATTIC - EXISTING R-4 (INSTALL MIN R-19)
 ATTIC - NEW R-38
 RAISED FLOOR - EXISTING R-4 (INSTALL MIN R-19)
 RAISED FLOOR - NEW R-19

PROPOSED SECTION LEGEND

EXISTING
 NONCONFORMING AREA

NONCONFORMING WALLS PROPOSED TO REMAIN SHALL NOT BE DEMARKED PAST THE FRAMING MEMBERS IF THEY ARE DEMARKED PAST THE FRAMING MEMBERS THEY MUST BE RECONSTRUCTED TO CONFORM TO THE CURRENT ZONING STANDARDS.



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 jgreen@borisgreengroup.com

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PROJECT TITLE:
 1035 RINGWOOD
 ALTERATION &
 ADDITION

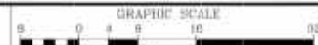
SHEET TITLE:
 SECTIONS

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01	03.26.2024	USE PERMIT RESPONSE TO COMMENTS
02	04.11.2024	USE PERMIT RESPONSE TO COMMENTS
03	04.17.2024	USE PERMIT RESPONSE TO COMMENTS

SCALE: AS NOTED
 PROJECT NUMBER: 2336
 DRAWING NUMBER:

A331

PAGE NUMBER:
 5
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9-5-2023
11-28-2023
ARND SCHMIDT STAFF AND F.O.C. CHECKED

ABBREVIATIONS

- AC APPROX.
- AC CONCRETE
- CONC. CONCRETE
- DIS. DISCOMPOSED DRAIN
- TOF TOP OF CURB
- FL FLOW LINE
- T.O.W. TOP OF WALL
- SDMH STONY DRAIN MANHOLE
- SDMHP STONY DRAIN MANHOLE
- PULE PUBLIC UTILITY CASHEMENT
- F.C.C. FACE OF CONCRETE

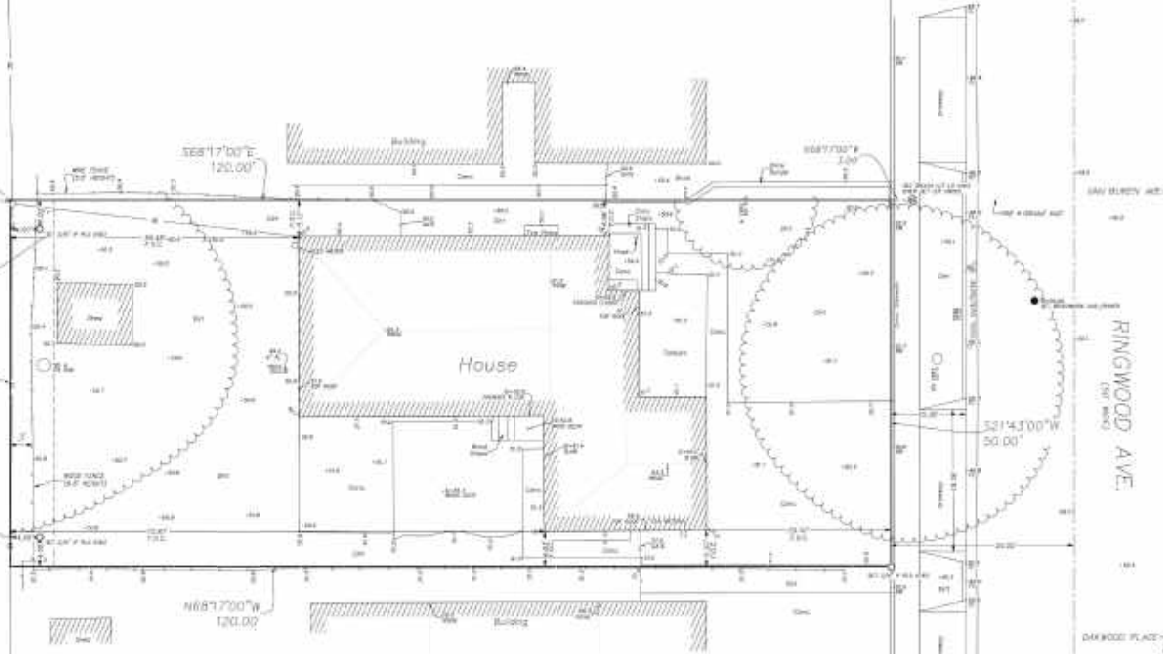
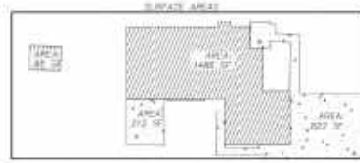


I CERTIFY THAT THE SURVEY BOUNDARY WAS ESTABLISHED BY ME OR UNDER MY SUPERVISION AND IS BASED ON A FIELD SURVEY IN COMPLIANCE WITH THE LAND SURVEYORS ACT. ALL ADJACENT AREAS OF THE CHARACTER AND OCCUPY THE PROPERTY INDICATED AND ARE SUBJECT TO CHANGE THE SURVEY TO BE RE-TRACED.



BOUNDARY AND TOPOGRAPHIC SURVEY
1035 RINGWOOD AVE
WENLO PARK
APN: 062-034-140
LOT 33, BLOCK 12, 18 MAPS 44
LOT AREA: 6,000 SQ. FT.

L. Wade Hammond
Land Surveying
Civil Engineering
36660 Newark Blvd., Suite C
Newark, California 94560
Tel: (510) 878-8112
wade@lwhlandsurveying.com www.wadehammondllc.com



LEGEND

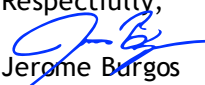
- FOUND POINT AS NOTED
- ⊠ WATER METER (M) WATER VALVE BOX
- ⊠ FIRE HYDRANT
- TREE - TRUNK DIAMETER IN INCHES
TREE SPECIES IDENTIFICATION, BEST EFFORT, WE ARE NOT ARBORISTS OR DENDROLOGISTS
- TREE WITH MULTIPLE TRUNKS
- TREE DRAIN LINE POINTS (STRIPPED TREE TRUNKS TAKE DRAIN LINES ABOVE PROPERTY LOCATED AS SHOWN)
- TOP OF CURB
- FENCE
- OVERHEAD WIRES
- POWER POLE
- SPOT ELEVATION
- SANITARY SEWER CLEAN OUT
- UTILITY BOX-TYPE AS NOTED SIZE AS DRAWN
- EDGE OF ASPHALT
- FLOW LINE

NOTES

- ALL DIMENSIONS AND ANGLES ARE IN FEET AND DECIMALS
- BOUNDARY CONTROL: SEE CONVEYANCE DOCUMENT RECORD
- UNDERGROUND UTILITIES - LOCATION IS BASED ON SURFACE EVIDENCE
- BUILDING LOCATION DIMENSIONS ARE MEASURED PERPENDICULAR TO THE PROPERTY LINES
- FIRST FLOOR ELEVATION TAKEN AT DOOR THRESHOLD (EXTERNAL)
- BOUNDARY ASSUMES DATUM POINT IS SHOWN
- A BOUNDARY SURVEY WAS PERFORMED TO ACCURATELY LOCATE THE LEGAL PROPERTY LINES IN RELATION TO THE EXISTING IMPROVEMENTS (BUILDING)
- A CURRENT TITLE REPORT FOR THE SUBJECT PROPERTY HAS NOT BEEN OBTAINED BY A WAJE HANMOND LAND SURVEYOR. STATEMENTS OF RECORD MAY EXIST THAT ARE NOT SHOWN ON THIS MAP
- THE SPECIES IDENTIFICATION, BEST EFFORT, WE ARE NOT ARBORISTS OR DENDROLOGISTS
- TREES SHOWN ARE 6" TRUNK DIAMETER OR LARGER, MEASURED 4' ABOVE GROUND

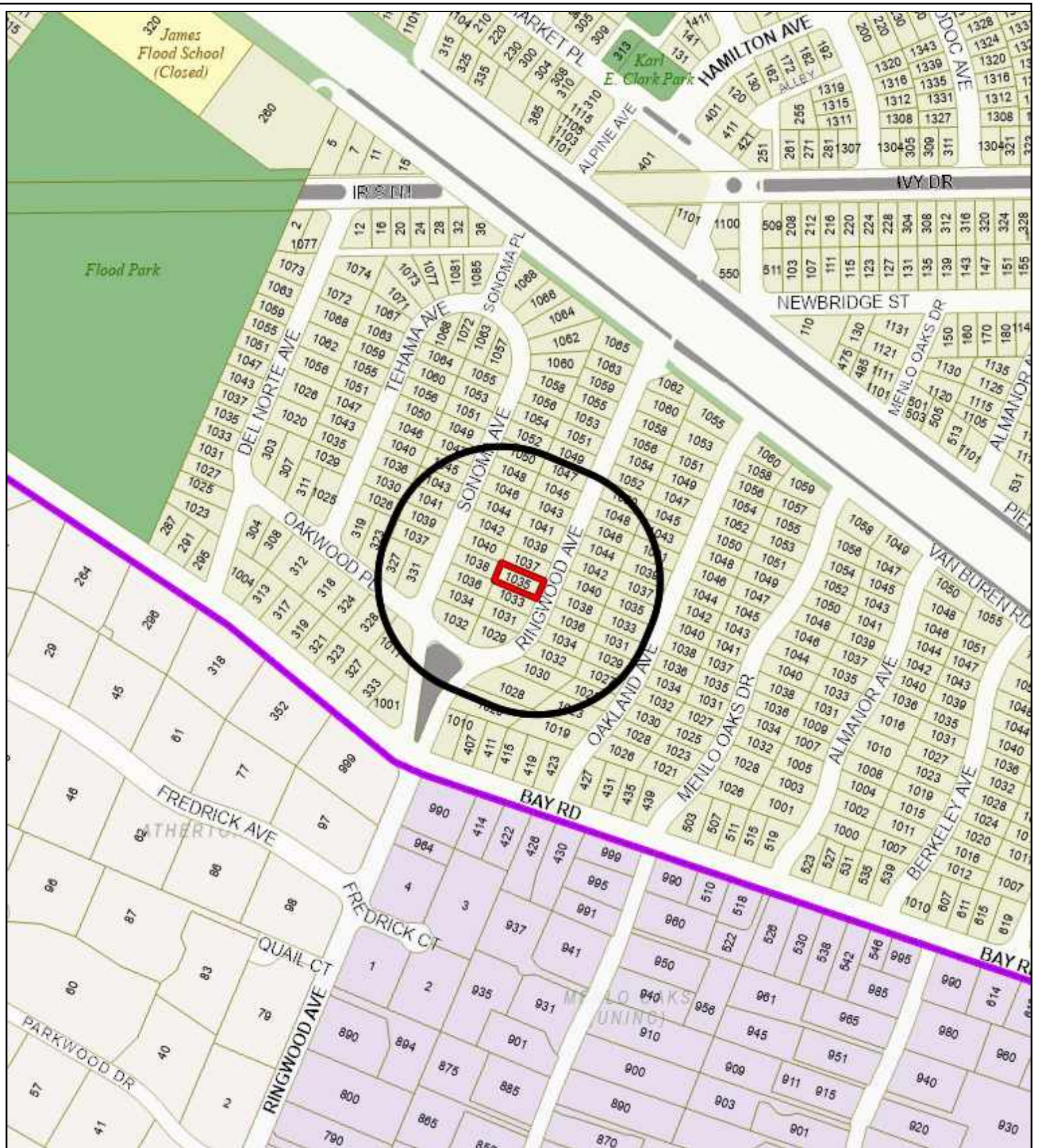


EXHIBIT B

01.26.2024	MEMORANDUM
Project #2306	1035 Ringwood Ave, Menlo Park CA 94025
<p>City of Menlo Park,</p> <p>Please see the Project Description below for the proposed addition and alteration located at 1035 Ringwood Ave Menlo Park, CA 94025.</p> <p>Purpose of the proposal - The project is intended to provide an improved home for my clients and their family. The existing home was not to their preferred layout, style or size. All proposed additions and alterations conform to current zoning and building codes. The project is considered nonconforming at 4 locations; 1) existing gable roof at fireplace extends beyond current daylight plane requirements, 2) left rear side of garage extends ~2" into side yard setback, 3) right front corner of house extends about 1/2" into the side setback, 4) existing garage is not big enough for 2 cars.</p> <p>Scope or work - The scope includes removing the interior walls to create an open floor plan for the living, dining, kitchen and family room. There is an addition to the house to the left and towards the rear. to create the 3 bedrooms/bathrooms.</p> <p>Architectural style materials, colors and construction methods - The style consists of traditional elements of the existing house with a minimal modern aspects incorporated, similar to houses in the surrounding neighborhood. Materials are painted stucco and wood paneling, with an asphalt shingle roof. The colors of the home are white walls, with a dark brown entryway, black window frames and dark grey trim. Construction methods are typical type V wood frame construction.</p> <p>Basis for site layout - The site layout was to prioritize the open living space and it's connection with the front yard/sidewalk activity with the rear yard.</p>	
<p>Respectfully,</p>  <p>Jerome Burgos Burgos Design Group LLC</p>	

<p>LOCATION: 1035 Ringwood Avenue</p>	<p>PROJECT NUMBER: PLN2024-00009</p>	<p>APPLICANT: Jerome Burgos</p>	<p>OWNER: Chi-Chung Patrick Cheung</p>
<p>PROJECT CONDITIONS:</p> <ol style="list-style-type: none"> 1. The use permit shall be subject to the following standard conditions: <ol style="list-style-type: none"> a. The applicant shall be required to apply for a building permit within one year from the date of approval (by May 6, 2025) for the use permit to remain in effect. b. Development of the project shall be substantially in conformance with the plans prepared by Burgos Design Group consisting of 12 plan sheets, dated received April 17, 2024 and approved by the Planning Commission on May 6, 2024, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. c. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project. d. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. e. 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. f. 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. g. 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. h. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by California Tree and Landscape Consulting, Inc., dated received April 12, 2024. i. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application. j. The applicant or permittee shall defend, indemnify, and hold harmless the City of Menlo Park or its agents, officers, and employees from any claim, action, or proceeding against the City of Menlo Park or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit, or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant's or permittee's duty to so defend, indemnify, and hold harmless shall be subject to the City's promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City's full cooperation in the applicant's or permittee's defense of said claims, actions, or proceedings. 			

LOCATION: 1035 Ringwood Avenue	PROJECT NUMBER: PLN2024-00009	APPLICANT: Jerome Burgos	OWNER: Chi-Chung Patrick Cheung
PROJECT CONDITIONS: <ul style="list-style-type: none">k. Notice of Fees Protest – The applicant may protest any fees, dedications, reservations, or other exactions imposed by the City as part of the approval or as a condition of approval of this development. Per California Government Code 66020, this 90-day protest period has begun as of the date of the approval of this application.2. The use permit shall be subject to the following project-specific conditions:<ul style="list-style-type: none">a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised plans showing the bushes along the Ringwood Avenue frontage to be trimmed and maintained to a height no greater than four feet. Prior to building permit final inspection, the applicant shall trim the bushes along the Ringwood Avenue frontage to a height no greater than four feet, subject to review and approval of the Planning Division.			



City of Menlo Park
 Location Map
 1035 Ringwood Ave.



1035 Ringwood – Attachment C: Data Table

	PROPOSED PROJECT		EXISTING PROJECT		ZONING ORDINANCE	
Lot area	6,000 sf		6,000 sf		7,000 sf min	
Lot width	50 ft		50 ft		65 ft min	
Lot depth	120 ft		120 ft		100 ft min	
Setbacks						
Front	25.1 ft		25.1 ft		20 ft min	
Rear	28.2 ft		39.4 ft		20 ft min	
Side (left)	4.8 ft		4.8 ft		10% of min. lot width not less than 5' or more than 10'	
Side (right)	4.96 ft		4.96 ft			
Building coverage	2,393 sf 40 %		1,488 sf 25 %		2,400 sf max 40 % max	
FAL (Floor Area Limit)	2,368 sf		1,458 sf		2,800 sf max	
Square footage by floor	2,029 sf/1 st 339 sf/garage 24 sf/covered porch		1,066 sf/1 st 392 sf/garage 30 sf/covered porch			
Square footage of buildings	2,393 sf		1,488 sf			
Building height	17.9 ft		16 ft		28 ft max	
Parking	1 covered and 1 uncovered space		2 covered spaces		1 covered and 1 uncovered space	
Note: Areas shown highlighted indicate a nonconforming or substandard situation						
Trees	Heritage trees	3*	Non-Heritage trees	0	New trees	0
	Heritage trees proposed for removal	0	Non-Heritage trees proposed for removal	0	Total Number of trees	3

*One heritage tree is a street tree and one is off-site



California Tree and Landscape Consulting, Inc.

April 11, 2024

Jerome Burgos
 Burgos Design Group
 1913 Jefferson Ave.
 Redwood City, CA 94062
 Phone: (415) 939-7413
 Via Email: jerome@burgosdesigngroup.com

FINAL ARBORIST REPORT, TREE INVENTORY, CONSTRUCTION IMPACT ASSESSMENT AND TREE PROTECTION PLAN

RE: 1035 Ringwood Avenue, Menlo Park, California [APN 062-034-140]

EXECUTIVE SUMMARY

Jerome Burgos, on behalf of his client, contacted California Tree and Landscape Consulting, Inc. to document the trees on the property for a better understanding of the existing resource and any potential improvement obstacles that may arise, and to review the provided development plans and assessment of construction impacts with preservation recommendations. Jerome Burgos requested an Arborist Report, Tree Inventory, Construction Impact Assessment and Tree Protection Plan suitable for submittal to the City of Menlo Park. This is a Final Arborist Report, Tree Inventory, Construction Impact Assessment and Tree Protection Plan for the initial filing of plans to develop the property. A preliminary report was not prepared.

Thomas M. Stein, ISA Certified Arborist WE-12854A, visited the property on October 24, 2023, to provide species identification, measurements of DBH and canopy, field condition notes, recommended actions, ratings, and approximate locations for the trees. A total of 3 trees were evaluated on this property, 3 of which are protected trees according to the City of Menlo Park Municipal Code, Chapter 13.24.¹ Two trees are located off the parcel but were included in the inventory because they may be impacted by development of the parcel.

TABLE 1

Tree Species	Total Trees Inventoried	Trees on this Site ²	Protected Heritage Oak Trees	Protected Heritage Other Trees	Street Tree	Trees Proposed for Removal	Total Proposed for Retention ³
American Elm, <i>Ulmus americana</i>	1	0	0	0	1	0	1
Cost Live Oak, <i>Quercus agrifolia</i>	1	0	1	0	0	0	1
Valley Oak, <i>Quercus lobata</i>	1	1	1	0	0	0	1
TOTAL	3	1	2	0	1	0	3

¹ Any tree protected by the City's Municipal Code will require replacement according to its appraised value if it is damaged beyond repair as a result of construction. In addition, any time development-related work is recommended to be supervised by a Project Arborist, it must be written in the report to describe the work plan and mitigation work. The Project Arborist shall provide a follow-up letter documenting the mitigation has been completed to specification.

² CalTLC, Inc. is not a licensed land surveyor. Tree locations are approximate and we do not determine tree ownership. Trees which appear to be on another parcel are listed as off-site and treated as the property of that parcel.

³ Trees in close proximity to development may require special protection measures. See Appendix/Recommendations for specific details.

ASSIGNMENT

Perform an examination of the site to document the presence and condition of trees protected by the City of Menlo Park. The study area for this effort includes the deeded parcel as delineated in the field by the property fences and any significant or protected trees overhanging from adjacent parcels.

Prepare a report of findings. All trees protected by the City of Menlo Park are included in the inventory.

METHODS

Appendix 2 in this report is the detailed inventory and recommendations for the trees. The following terms and Table A – Ratings Descriptions will further explain our findings.

The protected trees evaluated as part of this report have a numbered tag that was placed on each one that is 1-1/8" x 1-3/8", green anodized aluminum, "acorn" shaped, and labeled: CalTLC, Auburn, CA with 1/4" pre-stamped tree number and Tree Tag. They are attached with a nail, installed at approximately 6 feet above ground level on the approximate north side of the tree. The tag should last ~10-20+ years depending on the species, before it is enveloped by the trees' normal growth cycle.

The appraisals included in this report (see Appendix 4) is based on the 10th Edition of the *Guide for Plant Appraisal*.⁴ The trunk formula technique of appraisal provides a basic cost to replace a tree, determined by its species and size. The tree costs are extrapolated from that of the most commonly available and used tree for landscaping, which at this time in Northern California has been determined to be a 24" box specimen.⁵ Based on the size and value of the tree as a 24" box, the species are valued at \$57.11 to \$128.36 per square inch of trunk area. Per the request of the city of Menlo Park, multi-stem trees are measured as a single trunk, just below the lowest point of branching.

The basic value is depreciated by the tree's condition, which is considered a function of its health, structure and form and expressed as a percentage of the basic value. The result is termed the deterioration of the tree.

The trees are further depreciated by the functional and external limitations that may impact their ability to grow to their normal size, shape and function. Functional limitations include limited soil volume, adequate growing space, poor soil quality, etc. External limitations include easements, government regulations and ownership issues beyond the control of the tree's owner.

The final value is rounded to the nearest \$100 to obtain the assignment result. If the tree is not a complete loss, the value of loss is determined as a percentage of the original value. **It should be noted that Trees # 2 and 3 (Tags # 5443 and 5444) were inspected only from one side, from ground level. The appraised value shown in the appraisal table and inventory summary should be considered only a rough estimate of the tree values. If an accurate appraisal is required, the trees will need re-appraisal without the observation limitations, and may require more advanced inspection techniques to determine the extent of the defects.**

⁴ 2018. Council of Tree and Landscape Appraisers. *Guide for Plant Appraisal*, 10th Edition, 2nd Printing. International Society of Arboriculture, Atlanta, GA

⁵ 2004. *Western Chapter Species Classification and Group Assignment*. Western Chapter, International Society of Arboriculture. Porterville, CA

TERMS

Species of trees is listed by our local common name and botanical name by genus and species.

DBH (diameter breast high) is normally measured at 4'6" (54" above the average ground height, but if that varies then the location where it is measured is noted here. A steel diameter tape was used to measure the trees.

Canopy radius is measured in feet. It is the farthest extent of the crown composed of leaves and small twigs measured by a steel tape. This measurement often defines the Critical Root Zone (CRZ) or Protection Zone (PZ), which is a circular area around a tree with a radius equal to this measurement.

Actions listed are recommendations to improve health or structure of the tree. Trees in public spaces require maintenance. If a tree is to remain and be preserved, then the tree may need some form of work to reduce the likelihood of failure and increase the longevity of the tree. Preservation requirements and actions based on a proposed development plan are not included here.

Arborist Rating is subjective to condition and is based on both the health and structure of the tree. All of the trees were rated for condition, per the recognized national standard as set up by the Council of Tree and Landscape Appraisers and the International Society of Arboriculture (ISA) on a numeric scale of 5 (being the highest) to 0 (the worst condition, dead). The rating was done in the field at the time of the measuring and inspection.

Table A – Ratings Descriptions

No problem(s)	5	excellent
No apparent problem(s)	4	good
Minor problem(s)	3	fair
Major problem(s)	2	poor
Extreme problem(s)	1	hazardous, non-correctable
Dead	0	dead

Rating #0: This indicates a tree that has no significant sign of life.

Rating #1: The problems are extreme. This rating is assigned to a tree that has structural and/or health problems that no amount of work or effort can change. The issues may or may not be considered a dangerous situation.

Rating #2: The tree has major problems. If the option is taken to preserve the tree, its condition could be improved with correct arboricultural work including, but not limited to: pruning, cabling, bracing, bolting, guying, spraying, mistletoe removal, vertical mulching, fertilization, etc. If the recommended actions are completed correctly, hazard can be reduced and the rating can be elevated to a 3. If no action is taken the tree is considered a liability and should be removed.

Rating #3: The tree is in fair condition. There are some minor structural or health problems that pose no immediate danger. When the recommended actions in an arborist report are completed correctly the defect(s) can be minimized or eliminated.

Rating #4: The tree is in good condition and there are no apparent problems that a Certified Arborist can see from a visual ground inspection. If potential structural or health problems are tended to at this stage future hazard can be reduced and more serious health problems can be averted.

Rating #5: No problems found from a visual ground inspection. Structurally, these trees have properly spaced branches and near perfect characteristics for the species. Highly rated trees are not common in natural or developed landscapes. No tree is ever perfect especially with the unpredictability of nature, but with this highest rating, the condition should be considered excellent.

Notes indicate the health, structure and environment of the tree and explain why the tree should be removed or preserved. Additional notes may indicate if problems are minor, extreme or correctible.

Remove is the recommendation that the tree be removed. The recommendation will normally be based either on poor structure or poor health and is indicated as follows:

Yes H – Tree is unhealthy

Yes S – Tree is structurally unsound

OBSERVATIONS AND CONCLUSIONS

The site is located in an existing subdivision with single-family residences, and the vegetation is comprised of ornamental landscape plants. The site has an existing single-story home with a reported area of 1,096 sq. ft on a lot with a reported area of 6,000 sq. ft. The home is connected to electrical, communication, gas, water and sanitary sewer infrastructure. The development plans include remodeling of the existing home to increase the area to 2,006 sq. ft. (excludes the attached garage, which will be unchanged) Refer to Appendix 2 – Tree Data for details

RECOMMENDED REMOVALS OF HAZARDOUS, DEFECTIVE OR UNHEALTHY TREES

At this time, no trees on the property have been recommended for removal from the proposed project area due to the nature and extent of defects, compromised health, and/or structural instability noted at the time of field inventory efforts.

CONSTRUCTION IMPACT ASSESSMENT

This Arborist Report, Tree Inventory, Construction Impact Assessment and Tree Protection Plan is intended to provide to Jerome Burgos, the City of Menlo Park, and other members of the development team a detailed *pre-development review* of the species, size, and current structure and vigor of the trees within and/or overhanging the proposed project area. At this time, we have reviewed the Existing/Demolition, Proposed and Alteration and Addition Plans prepared by Burgos Design Group, dated April 11, 2024, and the Boundary/Topographic Survey plan prepared by L. Wade Hammond, dated November 28, 2023. The perceived construction impacts are summarized below. **Refer to Appendix 2 – Tree Data for protective measures to be taken for trees that will remain.**

Tree # 1 (Tag # 5442): No impact is expected from development to this tree. There are no changes to the sidewalk, driveway apron, curb or gutter work.

Tree # 2 (Tag # 5443): No impact is expected to the Critical Root Zone. Slight impact to the canopy is expected due to building encroachment. No more than 10% of the live canopy is expected to be removed for clearance.

Tree # 3 (Tag # 5444): No impact is expected to this off-site tree.

Any tree protected by the City's Municipal Code will require replacement according to its appraised value if it is damaged beyond repair as a result of construction. Any time development-related work is recommended to be supervised by a Project Arborist, it must be written in the report to describe the work plan and mitigation work. The Project Arborist shall provide a follow-up letter documenting the mitigation has been completed to specification.

DISCUSSION

Trees need to be protected from normal construction practices if they are to remain healthy and viable on the site. Our recommendations are based on experience, and County ordinance requirements, so as to enhance tree longevity. This requires their root zones remain intact and viable, despite heavy equipment being on site, and the need to install

foundations, driveways, underground utilities, and landscape irrigation systems. Simply walking and driving on soil has serious consequences for tree health.

Following is a summary of Impacts to trees during construction and Tree Protection measures that should be incorporated into the site plans in order to protect the trees. Once the plans are approved, they become the document that all contractors will follow. ***The plans become the contract between the owner and the contractor, so that only items spelled out in the plans can be expected to be followed. Hence, all protection measures, such as fence locations, mulch requirements and root pruning specifications must be shown on the plans.***

RECOMMENDATIONS: SUMMARY OF TREE PROTECTION MEASURES

Hire a Project Arborist to help ensure protection measures are incorporated into the site plans and followed. The Project Arborist should, in cooperation with the Engineers and/or Architects:

- Identify the Root Protection Zones on the final construction drawings, prior to bidding the project.
- Show the placement of tree protection fences, as well as areas to be irrigated, fertilized and mulched on the final construction drawings.
- Clearly show trees for removal on the plans and mark them clearly on site. A Contractor who is a Certified Arborist should perform tree and stump removal. All stumps within the root zone of trees to be preserved shall be ground out using a stump router or left in place. **No trunk within the root zone of other trees shall be removed using a backhoe or other piece of grading equipment.**
- Prior to any grading, or other work on the site that will come within 50' of any tree to be preserved:
 1. Irrigate (if needed) and place a 6" layer of chip mulch over the protected root zone of all trees that will be impacted.
 2. Erect Tree Protection Fences. Place boards against trees located within 3' of construction zones, even if fenced off.
 3. Remove lower foliage that may interfere with equipment PRIOR to having grading or other equipment on site. The Project Arborist should approve the extent of foliage elevation, and oversee the pruning, performed by a contractor who is an ISA Certified Arborist.
- For grade cuts, expose roots by hand digging, potholing or using an air spade and then cut roots cleanly prior to further grading outside the tree protection zones.
- For fills, if a cut is required first, follow as for cuts.
- Where possible, specify geotextile fabric and/or thickened paving, re-enforced paving, and structural soil in lieu of compacting, and avoid root cutting as much as possible, prior to placing fills on the soil surface. Any proposed retaining wall or fill soil shall be discussed with the engineer and arborist in order to reduce impacts to trees to be preserved.
- Clearly designate an area on the site outside the drip line of all trees where construction materials may be stored, and parking can take place. No materials or parking shall take place within the root zones of protected trees.
- Design utility and irrigation trenches to minimize disturbance to tree roots. Where possible, dig trenches with hydro-vac equipment or air spade, placing pipes underneath the roots, or bore the deeper trenches underneath the roots.
- Include on the plans an Arborist inspection schedule to monitor the site during (and after) construction to ensure protection measures are followed and make recommendations for care of the trees on site, as needed.

General Tree protection measures are included as Appendix 3. These measures need to be included on the Site, Grading, Utility and Landscape Plans. A final report of recommendations specific to the plan can be completed as part of, and in conjunction with, the actual plans. This will require the arborist working directly with the engineer and architect for the project. If the above recommendations are followed, the amount of time required by the arborist for the final report should be minimal.

Report Prepared by:

Report Reviewed and approved by:

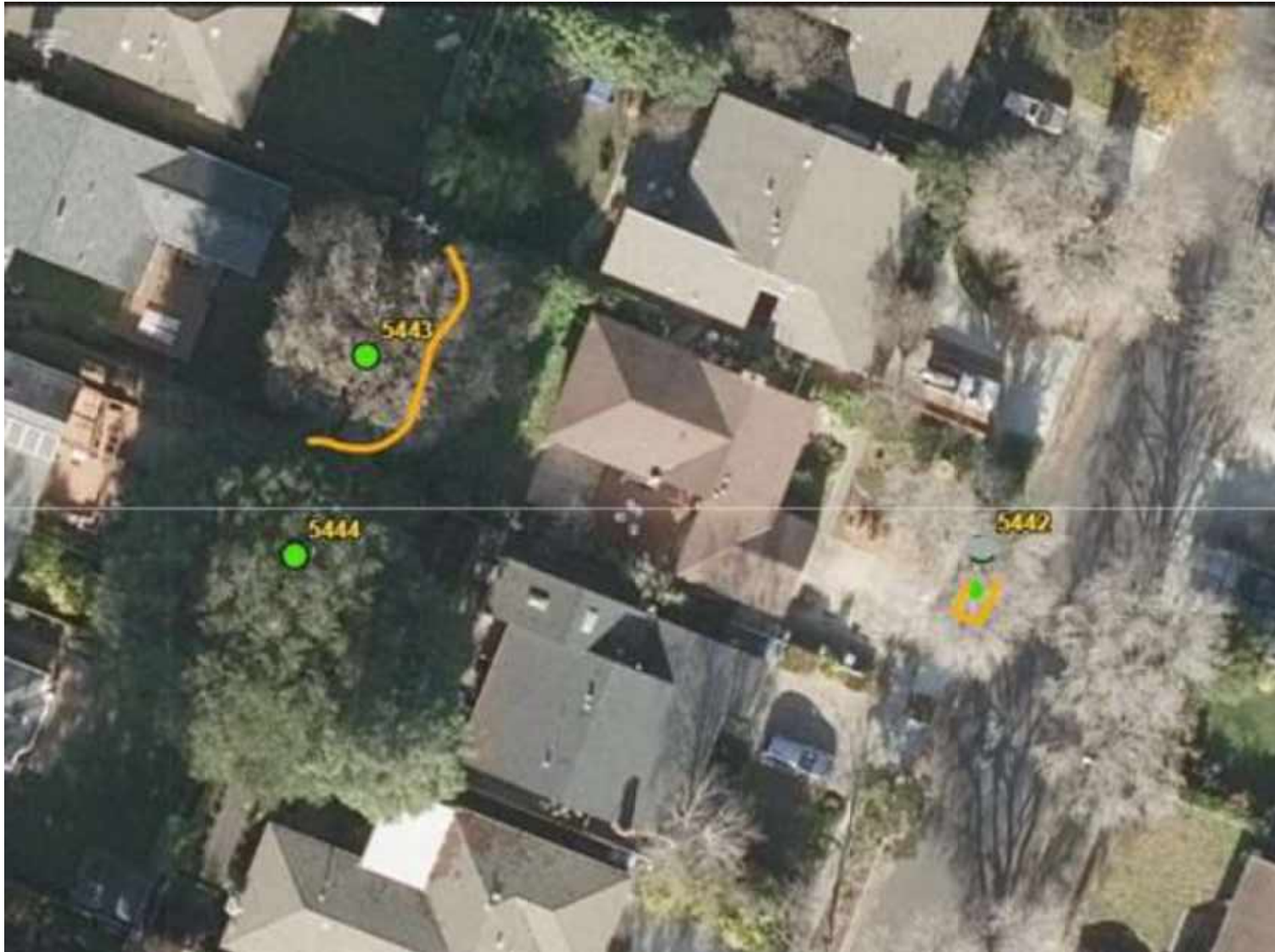


Thomas M. Stein
International Society of Arboriculture
Certified Arborist WE-12854A
ISA Tree Risk Qualified

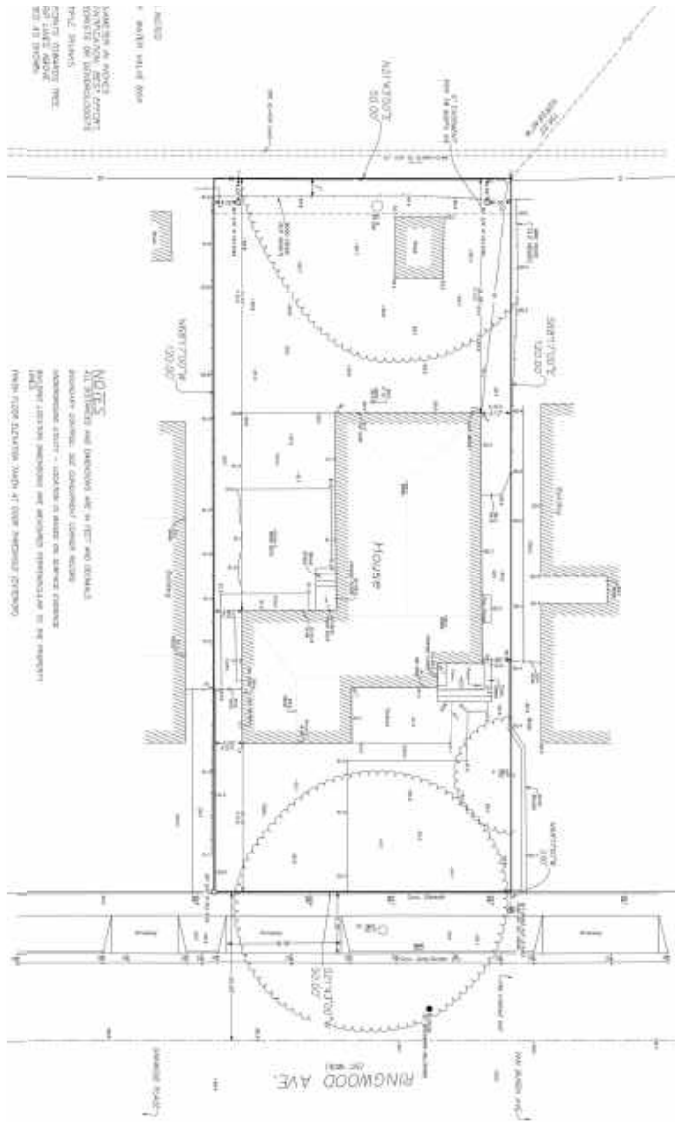
Gordon Mann
Consulting Arborist and Urban Forester
Registered Consulting Arborist #480
ISA Certified Arborist and Municipal Specialist #WE-0151AM
CaUFC Certified Urban Forester #127
ISA Qualified Tree Risk Assessor

- Enc.: Appendix 1 – Tree Inventory Field Exhibit & Site Plans
Appendix 2 – Tree Data
Appendix 3 – General Practices for Tree Protection
Appendix 4 – Appraisal Value Table
Appendix 5 – Tree Protection Specifications
Appendix 6 – Photographs

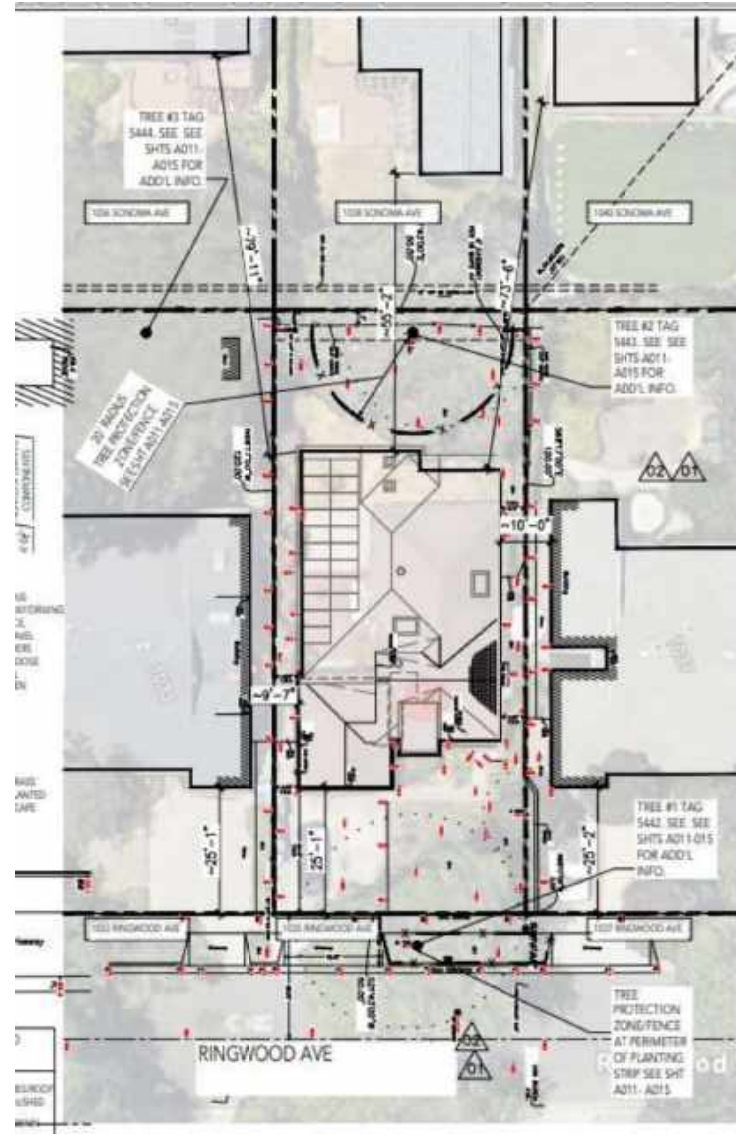
APPENDIX 1 – TREE INVENTORY FIELD EXHIBIT & SITE PLANS



AERIAL IMAGE OF THE TREES IN APPROXIMATE LOCATIONS; GOLDEN LINE IS THE LOCATION OF THE TREE PROTECTION FENCE



EXISTING SITE PLAN



PROPOSED SITE PLAN WITH AERIAL OVERLAY & TREE PROTECTION FENCE

APPENDIX 2 – TREE DATA (2 PAGES)

1035 Ringwood Ave Menlo Park
Tree List

Tree #	Tag #	Street Tree	Heritage Oak Tree 31.4" + circ.	Heritage Other Tree 47.1" + circ.	Off-site	Common Name	Scientific Name	DBH (in.)	Circ. (in.)	Measured At (in. above grade)	Measured Canopy Radius (ft.)	Arborist Rating	Notes	Recommendations	Construction Impact	Protective Measures to be taken	Suitability for Preservation	Appraised Value, Rounded (\$)	Justification for Removal
1	5442	Yes	No	No	Yes	American Elm	<i>Ulmus americana</i>	21.4	67	54	23	3-Minor issues	Street tree in 6ft. wide park strip. Water meter 5 ft 5. Moderate amount dead limbs. Codominant at 10 & 13 ft. Flair obscured by landscaping.	Prune dead branches.	No impact from development expected, however, no landscape or utility plans were reviewed.	Install PTF as shown in Appendix 1. Monitor irrigation needs 2x/mo; irrigate as needed.	Good	7,400	n/a
2	5443	No	Yes	No	No	Valley Oak	<i>Quercus lobata</i>	25.8	81	54	26	3-Minor issues	E of rear fence, 34 ft W of home. SS line within 2 ft. of trunk. Flair normal. Lateral at 8 ft. Codominant at 11 ft. Dead branches to 5 inches dia. Sparse canopy with flagging throughout. Wires in canopy. Remove vines, prune dead limbs.	Remove vines and prune dead limbs and foliage throughout canopy. Lift canopy on E side to 15 feet. Do not exceed 10% live canopy removal.	Slight impact to canopy due to building encroachment	Install PTF as shown in Appendix 1. Monitor irrigation needs 2x/mo; irrigate as needed except in summer.	Good	15,000	n/a
3	5444	No	Yes	No	Yes	Coast Live Oak	<i>Quercus agrifolia</i>	39	122	54	38	3-Minor issues	Off site 30 ft S of property line. All dimensions estimated. Tag on fence. 10 ft overhang. No issues with building encroachment expected.	None at this time.	No impact from development is expected.	Install PTF as shown in Appendix 1.	Good	30,000	n/a

TOTAL INVENTORIED TREES = 3 trees (270 aggregate circumference)
TOTAL RECOMMENDED REMOVALS = None
TOTAL CONSTRUCTION REMOVALS = None
Rating (0-5, where 0 is dead) = 3=3 trees;
Total Protected Street Trees =1 trees (67 aggregate circumference inches)
Total Protected Oak Trees 31.4" + = 2 trees (203 aggregate circumference)
Total Protected Other Trees 47.1" + = None
TOTAL PROTECTED TREES = 3 trees (270 aggregate circumference inches)

Note: Tree # refers to the # on the site plan.

APPENDIX 3 – GENERAL PRACTICES FOR TREE PROTECTION

Definitions:

Root zone: The roots of trees grow fairly close to the surface of the soil, and spread out in a radial direction from the trunk of tree. A general rule of thumb is that they spread 2 to 3 times the radius of the canopy, or 1 to 1½ times the height of the tree. It is generally accepted that disturbance to root zones should be kept as far as possible from the trunk of a tree.

Inner Bark: The bark on large valley oaks and coast live oaks is quite thick, usually 1" to 2". If the bark is knocked off a tree, the inner bark, or cambial region, is exposed or removed. The cambial zone is the area of tissue responsible for adding new layers to the tree each year, so by removing it, the tree can only grow new tissue from the edges of the wound. In addition, the wood of the tree is exposed to decay fungi, so the trunk present at the time of the injury becomes susceptible to decay. Tree protection measures require that no activities occur which can knock the bark off the trees.

Methods Used in Tree Protection:

No matter how detailed Tree Protection Measures are in the initial Arborist Report, they will not accomplish their stated purpose unless they are applied to individual trees and a Project Arborist is hired to oversee the construction. The Project Arborist should have the ability to enforce the Protection Measures. The Project Arborist should be hired as soon as possible to assist in design and to become familiar with the project. He must be able to read and understand the project drawings and interpret the specifications. He should also have the ability to cooperate with the contractor, incorporating the contractor's ideas on how to accomplish the protection measures, wherever possible. It is advisable for the Project Arborist to be present at the Pre-Bid tour of the site, to answer questions the contractors may have about Tree Protection Measures. This also lets the contractors know how important tree preservation is to the developer.

Root Protection Zone (RPZ): Since in most construction projects it is not possible to protect the entire root zone of a tree, a Root Protection Zone is established for each tree to be preserved. The minimum Root Protection Zone is the area underneath the tree's canopy (out to the dripline, or edge of the canopy), plus 1'. The Project Arborist must approve work within the RPZ.

Irrigate, Fertilize, Mulch: Prior to grading on the site near any tree, the area within the Tree Protection fence should be fertilized with 4 pounds of nitrogen per 1000 square feet, and the fertilizer irrigated in. The irrigation should percolate at least 24 inches into the soil. This should be done no less than 2 weeks prior to grading or other root disturbing activities. After irrigating, cover the RPZ with at least 12" of leaf and twig mulch. Such mulch can be obtained from chipping or grinding the limbs of any trees removed on the site. Acceptable mulches can be obtained from nurseries or other commercial sources. Fibrous or shredded redwood or cedar bark mulch shall not be used anywhere on site.

Fence: Fence around the Root Protection Zone and restrict activity therein to prevent soil compaction by vehicles, foot traffic or material storage. The fenced area shall be off limits to all construction equipment, unless there is express written notification provided by the Project Arborist, and impacts are discussed and mitigated prior to work commencing.

A protective barrier of 6' chain link fence shall be installed around the dripline of protected tree(s). The fencing can be moved within the dripline if authorized by the project arborist or city arborist, but not

closer than 2' from the trunk of any tree. Fence posts shall be 1.5" in diameter and are to be driven 2' into the ground. The distance between posts shall not be more than 10'. Movable barriers of chain link fencing secured to cement blocks can be substituted for "fixed" fencing if the project arborist and city arborist agree that the fencing will have to be moved to accommodate certain phases of construction. The builder may not move the fence without authorization from the project or city arborist.

Where the city or project arborist has determined that tree protection fencing will interfere with the safety of work crews, tree wrap may be used as an alternative form of tree protection. Wooden slats at least 1" thick are to be bound securely, edge to edge, around the trunk. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the outside of the wooden slats. Major scaffold limbs may require protection as determined by the city or project arborist. Straw waddle may also be used as a trunk wrap by coiling waddle around the trunk up to a minimum height of 6' from grade. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the straw waddle.

Signage should be placed on the protective tree fence no further than 30' apart. The signage should present the following information:

- The tree protection fence shall not be moved without authorization of the Project or City Arborist.
- Storage of building materials or soil is prohibited within the Tree Protection Zone.
- Construction or operation of construction equipment is prohibited within the tree protection zone.

In areas with many trees, the RPZ can be fenced as one unit, rather than separately for each tree.

Do not allow run off or spillage of damaging materials into the area below any tree canopy.

Do not store materials, stockpile soil or park or drive vehicles within the TPZ.

Do not cut, break, skin or bruise roots, branches, or trunks without first obtaining authorization from the city arborist.

Do not allow fires under and adjacent to trees.

Do not discharge exhaust into foliage.

Do not secure cable, chain or rope to trees or shrubs.

Do not trench, dig, or otherwise excavate within the dripline or TPZ of the tree(s) without first obtaining authorization from the city arborist.

Do not apply soil sterilant under pavement near existing trees.

Only excavation by hand, compressed air or hydro-vac shall be allowed within the dripline of trees.

Elevate Foliage: Where indicated, remove lower foliage from a tree to prevent limb breakage by equipment. Low foliage can usually be removed without harming the tree, unless more than 25% of the foliage is removed. Branches need to be removed at the anatomically correct location in order to prevent decay

organisms from entering the trunk. For this reason, a contractor who is an ISA Certified Arborist should perform all pruning on protected trees.⁶

Expose and Cut Roots: Breaking roots with a backhoe, or crushing them with a grader, causes significant injury, which may subject the roots to decay. Ripping roots may cause them to splinter toward the base of the tree, creating much more injury than a clean cut would make. At any location where the root zone of a tree will be impacted by a trench or a cut (including a cut required for a fill and compaction), the roots shall be exposed with either a backhoe digging radially to the trunk, by hand digging, or by a hydraulic air spade, and then cut cleanly with a sharp instrument, such as chainsaw with a carbide chain. Once the roots are severed, the area behind the cut should be moistened and mulched. A root protection fence should also be erected to protect the remaining roots, if it is not already in place. Further grading or backhoe work required outside the established RPZ can then continue without further protection measures.

Protect Roots in Deeper Trenches: The location of utilities on the site can be very detrimental to trees. Design the project to use as few trenches as possible, and to keep them away from the major trees to be protected. Wherever possible, in areas where trenches will be very deep, consider boring under the roots of the trees, rather than digging the trench through the roots. This technique can be quite useful for utility trenches and pipelines.

Route pipes outside of the area that is 10 times the diameter of the protected tree to avoid conflicts with roots. Where it is not possible to reroute pipes or trenches, the contractor shall bore beneath the dripline of the tree. The boring shall take place not less than 3' below the surface of the soil in order to avoid encountering feeder roots. Alternatively, the trench can be excavated using hand, pneumatic or hydro-vac techniques within the RPZ. The goal is to avoid damaging the roots while excavating. The pipes should be fed under the exposed roots. Trenches should be filled within 24 hours, but where this is not possible the side of the trench adjacent to the trees shall be kept shaded with 4 layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet.

Protect Roots in Small Trenches: After all construction is complete on a site, it is not unusual for the landscape contractor to come in and sever a large number of "preserved" roots during the installation of irrigation systems. The Project Arborist must therefore approve the landscape and irrigation plans. The irrigation system needs to be designed so the main lines are located outside the root zone of major trees, and the secondary lines are either laid on the surface (drip systems), or carefully dug with a hydraulic or air spade, and the flexible pipe fed underneath the major roots.

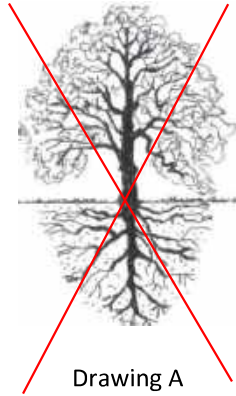
Design the irrigation system so it can slowly apply water (no more than ¼" to ½" of water per hour) over a longer period of time. This allows deep soaking of root zones. The system also needs to accommodate infrequent irrigation settings of once or twice a month, rather than several times a week.

Monitoring Tree Health During and After Construction: The Project Arborist should visit the site at least once a month during construction to be certain the tree protection measures are being followed, to monitor the health of impacted trees, and make recommendations as to irrigation or other needs.

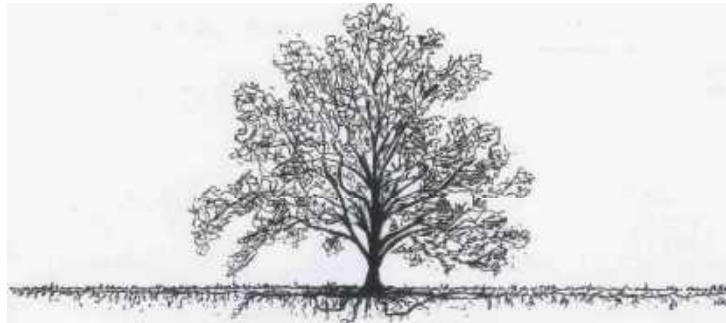
⁶ International Society of Arboriculture (ISA), maintains a program of Certifying individuals. Each Certified Arborist has a number and must maintain continuing education credits to remain Certified.

Root Structure

The majority of a tree's roots are contained in a radius from the main trunk outward approximately two to three times the canopy of the tree. These roots are located in the top 6" to 3' of soil. It is a common misconception that a tree underground resembles the canopy (see Drawing A below). The correct root structure of a tree is in Drawing B. All plants' roots need both water and air for survival. Surface roots are a common phenomenon with trees grown in compacted soil. Poor canopy development or canopy decline in mature trees is often the result of inadequate root space and/or soil compaction.



Common misconception of where tree roots are assumed to be located



The reality of where roots are generally located

Structural Issues

Limited space for canopy development produces poor structure in trees. The largest tree in a given area, which is 'shading' the other trees is considered Dominant. The 'shaded' trees are considered Suppressed. The following picture illustrates this point. Suppressed trees are more likely to become a potential hazard due to their poor structure.

Dominant Tree

Growth is upright

Canopy is balanced by limbs and foliage equally

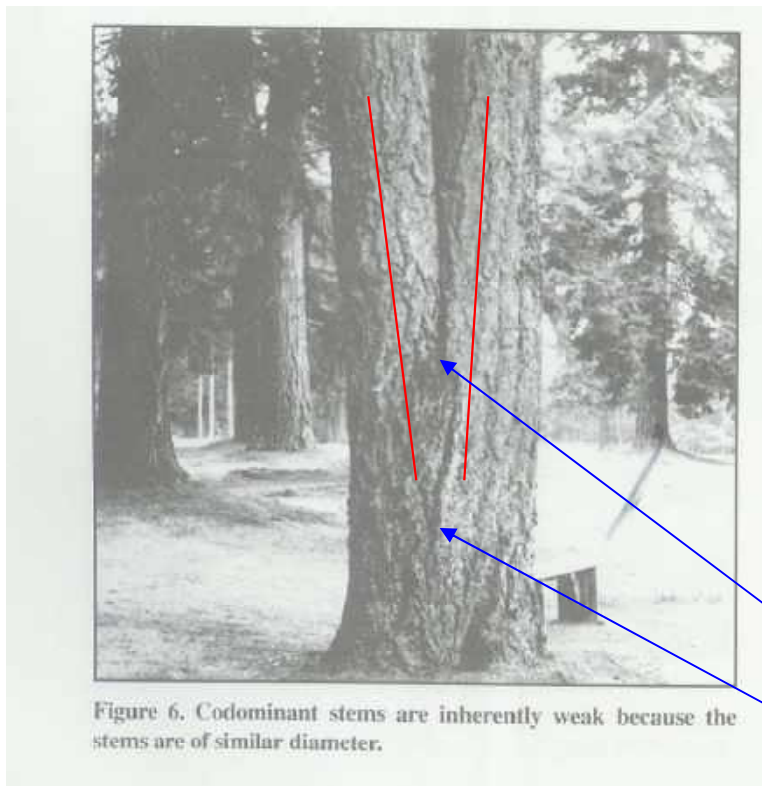


Suppressed Tree

Canopy weight all to one side

Limbs and foliage grow away from dominant tree

Co-dominant leaders are another common structural problem in trees.



The tree in this picture has a co-dominant leader at about 3' and included bark up to 7 or 8'. Included bark occurs when two or more limbs have a narrow angle of attachment resulting in bark between the stems – instead of cell to cell structure. This is considered a critical defect in trees and is the cause of many failures.

Narrow Angle

Included Bark between the arrows

Photo from Evaluation of Hazard Trees in Urban Areas by Nelda P. Matheny and James R. Clark, 1994 International Society of Arboriculture

Pruning Mature Trees for Risk Reduction

There are few good reasons to prune mature trees. Removal of deadwood, directional pruning, removal of decayed or damaged wood, and end-weight reduction as a method of mitigation for structural faults are the only reasons a mature tree should be pruned. Live wood over 3” should not be pruned unless absolutely necessary. Pruning cuts should be clean and correctly placed. Pruning should be done in accordance with the American National Standards Institute (ANSI) A300 standards. It is far better to use more small cuts than a few large cuts as small pruning wounds reduce risk while large wounds increase risk.

Pruning causes an open wound in the tree. Trees do not “heal” they compartmentalize. Any wound made today will always remain, but a healthy tree, in the absence of decay in the wound, will ‘cover it’ with callus tissue. Large, old pruning wounds with advanced decay are a likely failure point. Mature trees with large wounds are a high failure risk.

Overweight limbs are a common structural fault in suppressed trees. There are two remedial actions for overweight limbs (1) prune the limb to reduce the extension of the canopy, or (2) cable the limb to reduce movement. Cables do not hold weight they only stabilize the limb and require annual inspection.



Normal limb structure

Over weight, reaching limb with main stem diameter small compared with amount of foliage present

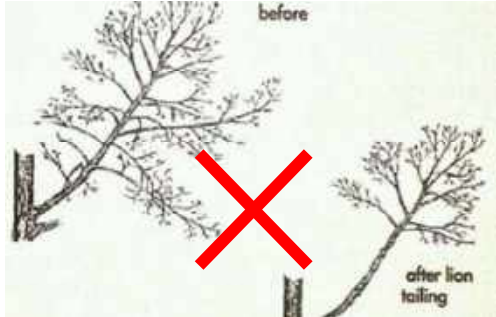


Photo of another tree – not at this site

Photo of another tree – not at this site.

Lion's – Tailing is the pruning practice of removal of “an excessive number of inner and/or lower lateral branches from parent branches. Lion's tailing is not an acceptable pruning practice” ANSI A300 (part 1) 4.23. It increases the risk of failure.

Pruning – Cutting back trees changes their natural structure, while leaving trees in their natural form enhances longevity.



Arborist Classifications

There are different types of Arborists:

Tree Removal and/or Pruning Companies. These companies may be licensed by the State of California to do business, but they do not necessarily know anything about trees;

Arborists. Arborist is a broad term. It is intended to mean someone with specialized knowledge of trees but is often used to imply knowledge that is not there.

ISA Certified Arborist. An International Society of Arboriculture Certified Arborist is someone who has been trained and tested to have specialized knowledge of trees. You can look up certified arborists at the International Society of Arboriculture website: isa-arbor.org.

Consulting Arborist. An American Society of Consulting Arborists Registered Consulting Arborist is someone who has been trained and tested to have specialized knowledge of trees and trained and tested to provide high quality reports and documentation. You can look up registered consulting arborists at the American Society of Consulting Arborists website: <https://www.asca-consultants.org/>

Decay in Trees

Decay (in General): Fungi cause all decay of living trees. Decay is considered a disease because cell walls are altered, wood strength is affected, and living sapwood cells may be killed. Fungi decay wood by secreting enzymes. Different types of fungi cause different types of decay through the secretion of different chemical enzymes. Some decays, such as white rot, cause less wood strength loss than others because they first attack the lignin (causes cell walls to thicken and reduces susceptibility to decay and pest damage) secondarily the cellulose (another structural component in a cell walls). Others, such as soft rot, attack the cellulose chain and cause substantial losses in wood strength even in the initial stages of decay. Brown rot causes wood to become brittle and fractures easily with tension. Identification of internal decay in a tree is difficult because visible evidence may not be present.



According to Evaluation of Hazard Trees in Urban Areas (Matheny, 1994) decay is a critical factor in the stability of the tree. As decay progresses in the trunk, the stem becomes a hollow tube or cylinder rather than a solid rod. This change is not readily apparent to the casual observer. Trees require only a small amount of bark and wood to transport water, minerals and sugars. Interior heartwood can be eliminated (or degraded) to a great degree without compromising the transport process. Therefore, trees can contain significant amounts of decay without showing decline symptoms in the crown.



additional cells. The weakest of the vertical wall. Accordingly, decay progression inward at large are more than one pruning cut trunk of the tree, the likelihood of decay progression and the associated structural loss of integrity of the internal wood is high.

Compartmentalization of decay in trees is a biological process in which the cellular tissue around wounds is changed to inhibit fungal growth and provide a barrier against the spread of decay agents into the barrier zones is the formation of while a tree may be able to limit pruning cuts, in the event that there located vertically along the main

Oak Tree Impacts

Our native oak trees are easily damaged or killed by having the soil within the Critical Root Zone (CRZ) disturbed or compacted. All of the work initially performed around protected trees that will be saved should be done by people rather than by wheeled or track type tractors. Oaks are fragile giants that can take little change in soil grade, compaction, or warm season watering. Don't be fooled into believing that warm season watering has no adverse effects on native oaks. Decline and eventual death can take as long as 5-20 years with poor care and inappropriate watering. Oaks can live hundreds of years if treated properly during construction, as well as later with proper pruning, and the appropriate landscape/irrigation design.

APPENDIX 4 – APPRAISAL VALUE TABLE

Tree #	Species	Trunk Dia. (In.)	X-Sect Area (Sq.In.)	Condition Rating	Health Rating	Structure Rating	Form Rating	Functional Limitation	External Limitation	Replacement Species	Nursery Trunk Dia (In.)	Nursery X-Sect Area (Sq.In)	Replacement Tree Cost (24" Box, \$)	Unit Tree Cost (\$/Sq.In.)	Basic Reproduction Cost (\$)	Depreciated Reproduction Cost (\$)	Depreciated Rep. Cost Rounded to \$100
1	American Elm	21.4	359.68	0.5	0.5	0.5	0.5	0.8	0.9	Chinese Elm	2.46	4.75	271.25	57.11	20,541.43	7,394.91	7,400.00
2	Valley Oak	25.8	522.79	0.4	0.3	0.5	0.5	0.7	0.8	Valley Oak	1.69	2.24	287.53	128.36	67,105.79	15,031.70	1,5000.00
3	Coast Live Oak	39	1194.59	0.5	0.5	0.5	0.3	0.8	0.8	Coast Live Oak	2.2	3.8	298.38	78.52	93,799.43	30,015.83	30,000.00

*The value of the trees was determined using the Trunk Formula Method, described in the *Guide for Plant Appraisal*⁷, and on the *Species Classification and Group Assignment* published by the Western Chapter, International Society of Arboriculture (ISA).

Unit costs determined using Urban Tree Farm, Fulton, CA price for 24-inch box trees plus 8.5% tax, not including delivery.

**Cost does not include removal of existing tree, site preparation, delivery, installation and post-planting care costs.

⁷ Council of Tree and Landscape Appraisers, 2018. *Guide for Plant Appraisal*, 10th Edition. International Society of Arboriculture, Champaign, IL.

APPENDIX 5 – TREE PROTECTION SPECIFICATIONS



COMMUNITY DEVELOPMENT DEPT.

701 Laurel Street
Menlo Park, CA 94025
650.330.6704
2/28/2011

TREE PROTECTION SPECIFICATIONS

1. A 6" layer of coarse mulch or woodchips is to be placed beneath the dripline of the protected trees. Mulch is to be kept 12" from the trunk.
2. A protective barrier of 6' chain link fencing shall be installed around the dripline of protected tree(s). The fencing can be moved within the dripline if authorized by the Project Arborist or City Arborist but not closer than 2' from the trunk of any tree. Fence posts shall be 1.5" in diameter and are to be driven 2' into the ground. The distance between posts shall not be more than 10'. This enclosed area is the Tree Protection Zone (TPZ).
3. Movable barriers of chain link fencing secured to cement blocks can be substituted for "fixed" fencing if the Project Arborist and City Arborist agree that the fencing will have to be moved to accommodate certain phases of construction. The builder may not move the fence without authorization from the Project Arborist or City Arborist.
4. Where the City Arborist or Project Arborist has determined that tree protection fencing will interfere with the safety of work crews, Tree Wrap may be used as an alternative form of tree protection. Wooden slats at least one inch thick are to be bound securely, edge to edge, around the trunk. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the outside of the wooden slats. Major scaffold limbs may require protection as determined by the City Arborist or Project Arborist. Straw waddle may also be used as a trunk wrap by coiling the waddle around the trunk up to a minimum height of six feet from grade. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the straw waddle.
5. **Avoid the following conditions.**
DO NOT:
 - a. Allow run off of spillage of damaging materials into the area below any tree canopy.
 - b. Store materials, stockpile soil, or park or drive vehicles within the TPZ.
 - c. Cut, break, skin, or bruise roots, branches, or trunks without first obtaining authorization from the City Arborist.
 - d. Allow fires under and adjacent to trees.
 - e. Discharge exhaust into foliage.
 - f. Secure cable, chain, or rope to trees or shrubs.
 - g. Trench, dig, or otherwise excavate within the dripline or TPZ of the tree(s) without first obtaining authorization from the City Arborist.
 - h. Apply soil sterilants under pavement near existing trees.
6. Only excavation by hand or compressed air shall be allowed within the dripline of trees. Machine trenching shall not be allowed.

7. Avoid injury to tree roots. When a ditching machine, which is being used outside of the dripline of trees, encounters roots smaller than 2", the wall of the trench adjacent to the trees shall be hand trimmed, making clear, clean cuts through the roots. All damaged, torn and cut roots shall be given a clean cut to remove ragged edges, which promote decay. Trenches shall be filled within 24 hours, but where this is not possible, the side of the trench adjacent to the trees shall be kept shaded with four layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet. Roots 2" or larger, when encountered, shall be reported immediately to the Project Arborist, who will decide whether the Contractor may cut the root as mentioned above or shall excavate by hand or with compressed air under the root. Root is to be protected with dampened burlap.
8. Route pipes outside of the area that is 10 times the diameter of a protected tree to avoid conflict with roots.
9. Where it is not possible to reroute pipes or trenches, the contractor shall bore beneath the dripline of the tree. The boring shall take place not less than 3' below the surface of the soil in order to avoid encountering "feeder" roots.
10. Trees that have been identified in the arborist's report as being in poor health and/or posing a health or safety risk, may be removed or pruned by more than one-third, subject to approval of the required permit by the Planning Division. Pruning of existing limbs and roots shall only occur under the direction of a Certified Arborist.
11. Any damage due to construction activities shall be reported to the Project Arborist or City Arborist within six hours so that remedial action can be taken.
12. An ISA Certified Arborist or ASCA Registered Consulting Arborist shall be retained as the Project Arborist to monitor the tree protection specifications. The Project Arborist shall be responsible for the preservation of the designated trees. Should the builder fail to follow the tree protection specifications, it shall be the responsibility of the Project Arborist to report the matter to the City Arborist as an issue of non-compliance.
13. Violation of any of the above provisions may result in sanctions or other disciplinary action.

MONTHLY INSPECTIONS

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

W:\HANDOUTS\Approved\Tree Protection Specifications 2009.doc



WARNING TREE PROTECTION AREA

ONLY AUTHORIZED PERSONNEL MAY ENTER THIS AREA

No excavation, trenching, material storage, cleaning, equipment access, or dumping is allowed behind this fence.

Do not remove or relocate this fence without approval from the project arborist. This fencing must remain in its approved location throughout demolition and construction.

Project Arborist contact information:

Name:
Business:
Phone number:

ADVERTENCIA: ÁREA DE PROTECCIÓN DE ÁRBOLES

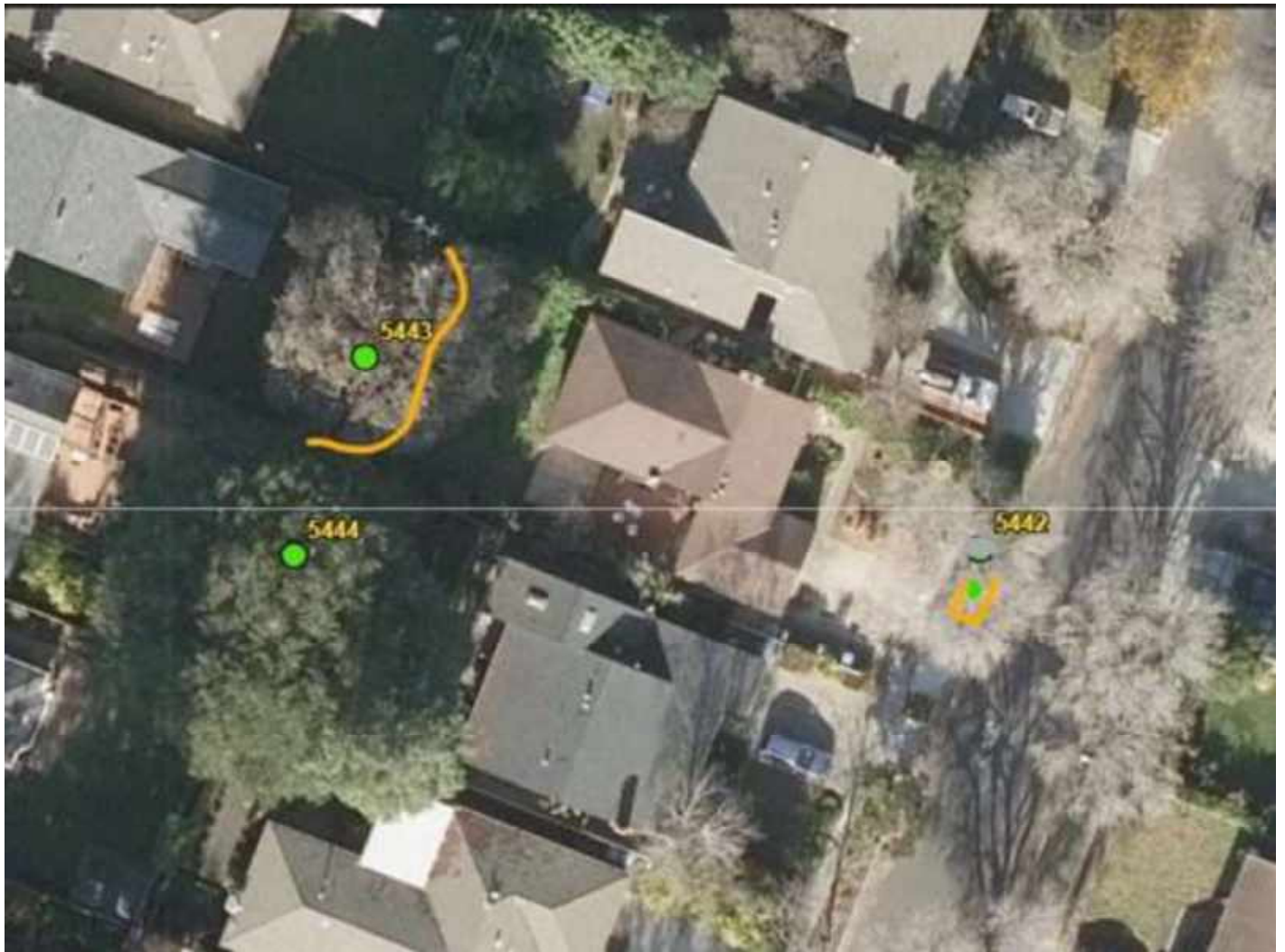
SÓLO EL PERSONAL AUTORIZADO PUEDE INGRESAR A ESTA ÁREA

No se permite la excavación, zanjas, almacenamiento de materiales, limpieza, acceso de equipos, o vertido de residuos detrás de esta cerca.

No retire ni reubique esta cerca sin la aprobación del arborista del proyecto. Esta cerca debe permanecer en su ubicación aprobada durante todo el proceso de demolición y construcción.

Información de contacto del arborista de este proyecto:

Nombre:
Empresa:
Número de teléfono:



Tree protection fence layout – Gold

APPENDIX 6 – PHOTOGRAPHS



TREE # 1 (TAG # 5442)



TREE # 2 (TAG # 5443)



TREE # 3 (TAG # 5444), OFF-SITE

Assignment Assumptions and Limiting Conditions

1. Consultant assumes that any legal description provided to Consultant is correct and that title to property is good and marketable. Consultant assumes no responsibility for legal matters. Consultant assumes all property appraised or evaluated is free and clear, and is under responsible ownership and competent management.
2. Consultant assumes that the property and its use do not violate applicable codes, ordinances, statutes or regulations.
3. Although Consultant has taken care to obtain all information from reliable sources and to verify the data insofar as possible, Consultant does not guarantee and is not responsible for the accuracy of information provided by others.
4. Client may not require Consultant to testify or attend court by reason of any report unless mutually satisfactory contractual arrangements are made, including payment of an additional fee for such Services as described in the Consulting Arborist Agreement.
5. Unless otherwise required by law, possession of this report does not imply right of publication or use for any purpose by any person other than the person to whom it is addressed, without the prior express written consent of the Consultant.
6. Unless otherwise required by law, no part of this report shall be conveyed by any person, including the Client, the public through advertising, public relations, news, sales or other media without the Consultant's prior express written consent.
7. This report and any values expressed herein represent the opinion of the Consultant, and the Consultant's fee is in no way contingent upon the reporting of a specific value, a stipulated result, the occurrence of a subsequent event or upon any finding to be reported.
8. Sketches, drawings and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports or surveys. The reproduction of any information generated by architects, engineers or other consultants and any sketches, drawings or photographs is for the express purpose of coordination and ease of reference only. Inclusion of such information on any drawings or other documents does not constitute a representation by Consultant as to the sufficiency or accuracy of the information.
9. Unless otherwise agreed, (1) information contained in this report covers only the items examined and reflects the condition of those items at the time of inspection; and (2) the inspection is limited to visual examination of accessible items without dissection, excavation, probing or coring. Consultant makes no warranty or guarantee, express or implied that the problems or deficiencies of the plans or property in question may not arise in the future.
10. Loss or alteration of any part of this Agreement invalidates the entire report.

Report Assumptions and Limitations:

This report provides information about the subject trees at the times of the inspection. Trees and conditions may change over time. This report is only valid for the trees with the conditions present at the times of the inspections. All observations were made while standing on the ground. The inspection consisted of visual observations, using a probe to gain additional information about decay and hollow portions of the tree, and if needed, light excavation was performed to observe shallow depth areas below grade at the base of the trees. No further examinations were requested or performed.

Sincere attempts were made to accurately locate the trees and show the trees on the plan. All tree locations were attempted to be shown as observed in the field.

Arborists are tree specialists who use their education, knowledge, training and experience to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of the arborist or seek additional advice.

Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that can fail in ways we do not fully understand. Conditions are often hidden within trees and below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise, remedial treatments, like any medicine, cannot be guaranteed.

Treatments, pruning, and removal of trees may involve considerations beyond the scope of the arborist's services such as property boundaries, property ownership, site lines, disputes between neighbors, landlord-tenant matters, etc. Arborists cannot take such issues into account unless complete and accurate information is given to the arborist. The person hiring the arborist accepts full responsibility for authorizing the recommended treatment or remedial measures.

Trees can be managed, but they cannot be controlled. To live near a tree is to accept some degree of risk. The only way to eliminate all risks is to eliminate all trees. Our company goal is to help clients enjoy life with trees, and grow better trees.



California Tree and Landscape Consulting, Inc.

GORDON MANN

EDUCATION AND QUALIFICATIONS

- 1977 Bachelor of Science, Forestry, University of Illinois, Champaign.
- 1982 - 1985 Horticulture Courses, College of San Mateo, San Mateo.
- 1984 Certified as an Arborist, WE-0151A, by the International Society of Arboriculture (ISA).
- 2004 Certified as a Municipal Specialist, WE-0151AM, by the ISA.
- 2011 Registered Consulting Arborist, #480, by the American Society of Consulting Arborists (ASCA).
- 2003 Graduate of the ASCA Consulting Academy.
- 2006 Certified as an Urban Forester, #127, by the California Urban Forests Council (CaUFC).
- 2011 TRACE Tree Risk Assessment Certified, continued as an ISA Qualified Tree Risk Assessor (T.R.A.Q.).



PROFESSIONAL EXPERIENCE

- 2016 – Present CALIFORNIA TREE AND LANDSCAPE CONSULTING, INC (CalTLC). Vice President and Consulting Arborist. Auburn. Mr. Mann provides consultation to private and public clients in health and structure analysis, inventories, management planning for the care of trees, tree appraisal, risk assessment and management, and urban forest management plans.
- 1986 - Present MANN MADE RESOURCES. Owner and Consulting Arborist. Auburn. Mr. Mann provides consultation in municipal tree and risk management, public administration, and developing and marketing tree conservation products.
- 2015 – 2017 CITY OF RANCHO CORDOVA, CA. Contract City Arborist. Mr. Mann serves as the City's first arborist, developing the tree planting and tree maintenance programs, performing tree inspections, updating ordinances, providing public education, and creating a management plan,
- 1984 - 2007 CITY OF REDWOOD CITY, CA. City Arborist, Arborist, and Public Works Superintendent. Mr. Mann developed the Tree Preservation and Sidewalk Repair Program, supervised and managed the tree maintenance program, performed inspections and administered the Tree Preservation Ordinance. Additionally, he oversaw the following Public Works programs: Streets, Sidewalk, Traffic Signals and Streetlights, Parking Meters, Signs and Markings, and Trees.
- 1982 - 1984 CITY OF SAN MATEO, CA. Tree Maintenance Supervisor. For the City of San Mateo, Mr. Mann provided supervision and management of the tree maintenance program, and inspection and administration of the Heritage Tree Ordinance.
- 1977 - 1982 VILLAGE OF BROOKFIELD, IL. Village Forester. Mr. Mann provided inspection of tree contractors, tree inspections, managed the response to Dutch Elm Disease. He developed an in-house urban forestry program with leadworker, supervision, and management duties to complement the contract program.
- 1979 INTERNATIONAL SOCIETY OF ARBORICULTURE. Member.
 - Board of Directors (2015 - Present)

- True Professional of Arboriculture Award (2011) o In recognition of material and substantial contribution to the progress of arboriculture and having given unselfishly to support arboriculture.

1982 - Present WESTERN CHAPTER ISA (WCISA). Member.

- Chairman of the Student Committee (2014 - Present)
- Member of the Certification Committee (2007 - Present)
- Member of the Municipal Committee (2009 - 2014) • Award of Merit (2016) In recognition of outstanding meritorious service in advancing the principles, ideals and practices of arboriculture.
- Annual Conference Chair (2012)
- President (1992 - 1993)
- Award of Achievement and President's Award (1990)
- 1985 - Present CALIFORNIA URBAN FORESTS COUNCIL (CaUFC). Member; Board Member (2010 - Present)

1985 - Present SOCIETY OF MUNICIPAL ARBORISTS (SMA). Member. e Legacy Project of the Year (2015) o In recognition of outstanding meritorious service in advancing the principles, ideals and practices of arboriculture.

- Board Member (2005 - 2007)

2001 - Present AMERICAN SOCIETY OF CONSULTING ARBORISTS. Member. e Board of Directors (2006 - 2013)

- President (2012)

2001 - Present CAL FIRE. Advisory Position.

- Chairman of the California Urban Forestry Advisory Committee (2014 - Present)

2007 – Present AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI): A300 TREE MAINTENANCE STANDARDS

COMMITTEE. SMA Representative and Alternate.

- Alternative Representative for SMA (2004 - 2007; 2012 - Present)
- Representative for SMA (2007 - 2012)

2007 - Present SACRAMENTO TREE FOUNDATION. Member and Employee.

- Co-chairman of the Technical Advisory Committee (2012 - 2018), member 2018- present
- Urban Forest Services Director (2007 - 2009)
- Facilitator of the Regional Ordinance Committee (2007 - 2009)

1988 - 1994 TREE CLIMBING COMPETITION. Chairman.

- Chairman for Northern California (1988 - 1992)
- Chairperson for International (1991 - 1994)

PUBLICATIONS AND LECTURES

Mr. Mann has authored numerous articles in newsletters and magazines such as Western Arborist, Arborist News, City Trees, Tree Care Industry Association, Utility Arborists Association, CityTrees, and Arborists Online, covering a range of topics on Urban Forestry, Tree Care, and Tree Management. He has developed and led the training for several programs with the California Arborist Association. Additionally, Mr. Mann regularly presents at numerous professional association meetings on urban tree management topics.

Certificate of Performance

I, Gordon Mann, certify that:

The trees and site were inspected by an ISA Certified Arborist. The tree and site referred to in this report have been reviewed and assessed and I have stated my findings accurately. The extent of the inspection is stated in the attached report under Assignment;

I have no current or prospective interest in the vegetation, or the property that is the subject of this report and have no personal interest or bias with respect to the parties involved;

The analysis, opinions and conclusions stated herein are my own and are based on current scientific procedures and facts;

My analysis, opinions, and conclusions were developed, and this report has been prepared according to commonly accepted arboricultural practices;

No one provided significant professional assistance to me, except as indicated within the report;

My compensation is not contingent upon the reporting of a predetermined conclusion that favors the cause of the client, or any other party, nor upon the results of the assignment, the attainment of stipulated results, or the occurrence of any subsequent events.

I further certify that I am a member in good standing of the International Society of Arboriculture (ISA) and an ISA Certified Arborist and Municipal Specialist. I am also a Registered Consulting Arborist member in good standing of the American Society of Consulting Arborists. I have been involved in the practice of arboriculture and the care and study of trees for over 45 years.

Signed:



Gordon Mann

Date: April 11, 2024



STAFF REPORT

Planning Commission

Meeting Date: 5/6/2024
Staff Report Number: 24-024-PC

Regular Business: Planning Commission Chair and Vice Chair
Selection: May 2024 through April 2025

Recommendation

Staff recommends that the Planning Commission select a Chair and Vice Chair for the term of May 2024 through April 2025.

Policy Issues

City Council Procedure CC-19-0004 “Commissions/Committees Policies and Procedures and Roles and Responsibilities” states that each Commission shall annually rotate its Chair and Vice Chair. The policy does not provide any particular guidance for these selections, although staff would note that the Planning Commission has historically appointed Commissioners that have served the longest in their current service period without being Chair or Vice Chair, with any tiebreakers going to a Commissioner whose term is expiring first. However, these are not requirements.

Background

The Planning Commission last selected a Chair and Vice Chair for a full term on April 27, 2023, with Commissioners Harris and Do being appointed to those roles, respectively. Chair Harris resigned from the Planning Commission on November 16, 2023. Since four months remained in Chair Harris’ term as Chair at the time of her resignation, on December 4, 2023 the Commission appointed then Vice Chair Do to Chair and appointed then Commissioner Schindler to Vice Chair. Serving as Chair during the remainder of the previous term does not preclude reappointment to Chair for the full year term from May 2024 through April 2025. At this time, the Commission may decide to appoint a new Chair and Vice Chair or continue with the December 2023 appointments or a combination of a new and continuing appointment.

Analysis

The Commission should seek nominations for the position of Chair and Vice Chair in two separate motions. Each position needs to receive a majority of votes of a quorum present and voting. The Commission should begin with appointing a Chair to serve through April 2024 and depending on that appointment, nominate and appoint a Vice Chair. The Chair and Vice Chair selected would serve through April 2025.

The Chair and Vice Chair should both have a basic familiarity with typical meeting rules of order, although this does not require any specialized training; most Commissioners have likely absorbed these procedures through their membership on the Commission, and staff will always provide support. Ideally, the Chair and Vice Chair should not share similar conflicts-of-interest (e.g., home location or place of employment).

For reference, Table 1 summarizes the service to date of each Commissioner, with a sorting that reflects

the Commission’s typical past selection practices, with alphabetical sorting where Commissioners have the exact same appointment/term details.

Table 1: Planning Commission Appointment/Chair History				
Commissioner	Date appointed	Previously served as Chair	Term expiration	Eligible for reappointment when current term expires
Do	April 2022	Yes*	April 2026	Yes
Schindler	November 2022	No**	April 2026	Yes
Ehrich	April 2023	No	April 2027	Yes
Ferrick	April 2023 (separately served 2008-2016)	(Yes, during previous term from March 2012 to May 2013)	April 2027	Yes
Silverstein	January 2024	No	April 2025	Yes
Behroozi	May 2024	No	April 2028	Yes
Silin	May 2024	No	April 2028	Yes

*Interim appointment: Chair Harris resigned in November 2023 and Commissioner Do was selected Chair for the remainder of the 2023-2024 term.

**Interim appointment: With the selection of Commissioner (then Vice Chair) Do as Chair, Commissioner Schindler was selected as Vice Chair for the remainder of the 2023-2024 term.

Impact on City Resources

Selection of a Chair and Vice Chair does not have any impact on City resources.

Environmental Review

Selection of a Chair and Vice Chair is not considered a project under the California Environmental Quality Act (CEQA), and thus does not require any environmental review.

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

None

Report prepared by:
Kyle Perata, Assistant Community Development Director