



REGULAR MEETING AGENDA

Date: 5/20/2024
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 None

F. Public Hearing

F1. Architectural Control and Sign Review/Carl Cook/500 Willow Rd.:

Consider and adopt a resolution to approve an architectural control permit to renovate an existing canopy, removing cornices, and changing the paint, for an existing gas station located in the C-MU (Neighborhood Mixed Use) zoning district. The project is also requesting a sign review for four internally illuminated signs, with two proposed on the canopy, one proposed above the entrance to the gas station convenience store, and one proposed freestanding monument sign that would be 18 feet in height and would replace an existing freestanding monument sign in the same general location. One of the canopy-mounted signs would feature lettering greater than 18 inches in size and one proposed sign would feature bright colors (red) comprising more than 25 percent of the sign area; determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. ([Staff Report #24-025-PC](#))

F2. Architectural Control and Use Permit/Dane Bunton/720 Santa Cruz Ave.:

Consider and adopt a resolution to approve an architectural control permit to modify the exterior facades of an existing commercial building, which would include changing the paint of the entire façade and modifying the materials of existing sign cabinets (signage would be reviewed under a separate permit) associated with a proposed restaurant and retail liquor store and a use permit request for a Type-41 license from State Department of Alcoholic Beverage Control (ABC) for onsite alcohol service (beer and wine only) associated with a full-service restaurant and a Type-21 ABC license for off-site alcohol sales (beer, wine, and distilled spirits) associated with a liquor store at 720 Santa Cruz Avenue, in the ECR-D-SP (El Camino Real-Downtown Specific Plan) zoning district. The proposed restaurant is a permitted use and the retail liquor store is a conditional use. The retail store component would include ancillary onsite tasting events. The request includes a modification to the previously permitted outdoor seating to allow the outdoor consumption of beer and wine, associated with the restaurant, and modifications to the seating layout. As part of the review, the Planning

Commission will need to determine whether the on-sale (beer and wine) and off-sale (beer, wine, and distilled spirits) at this location serves a public convenience or necessity, in accordance with the requirements of the State Department of Alcoholic Beverage Control; determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. ([Staff Report #24-026-PC](#))

G. Informational Items

- G1. Receive an update on the 2024-25 Capital Improvement Plan; not a CEQA Project. ([Staff Report #24-027-PC](#))
- G2. 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: June 3, 2024
 - Regular Meeting: June 24, 2024

H. 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.

Agendas are posted in accordance with Cal. Gov. Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the city website at menlopark.gov/agendas and can receive email notifications of agenda postings by subscribing at menlopark.gov/subscribe. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 5/15/2024)



STAFF REPORT

Planning Commission

Meeting Date:

5/20/2024

Staff Report Number:

24-025-PC

Public Hearing:

Consider and adopt a resolution to approve architectural control for exterior modifications to an existing gas station located in the C-MU (Neighborhood Mixed Use) zoning district at 500 Willow Road. The project is also requesting sign review for four internally illuminated signs, with two proposed on the canopy, one proposed above the entrance to the gas station convenience store, and one proposed freestanding monument sign that would be 18 feet in height. One of the canopy-mounted signs would feature lettering greater than 18 inches in height and one proposed sign would feature bright colors (red) comprising more than 25 percent of the sign area. Determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities

Recommendation

Staff recommends that the Planning Commission adopt a resolution approving architectural control and a sign review permit to renovate an existing canopy, removing cornices, and changing the paint, for an existing gas station located in the C-MU (Neighborhood Mixed Use) zoning district. The project is also requesting a sign review for four internally illuminated signs, with two proposed on the canopy, one proposed above the entrance to the gas station convenience store, and one proposed freestanding monument sign that would be 18 feet in height and would replace an existing freestanding monument sign in the same general location. One of the canopy-mounted signs would feature lettering greater than 18 inches in size and one proposed sign would feature bright colors (red) comprising more than 25 percent of the sign area. The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

Each architectural control and sign review request is considered individually. The Planning Commission should consider whether the required architectural control findings identified in Menlo Park Municipal Code Section 16.69.020 and sign review findings can be made for the proposal, including whether the signage complies with Menlo Park Municipal Code 16.92. The City has adopted Design Guidelines for Signs and the proposed signage would need to be considered for conformance with the adopted design guidelines and the appropriateness of deviating from the guidelines for the larger lettering, internal illumination, red color for specific signage, and monument sign height. The architectural control permit and sign review should be comprehensively evaluated for neighborhood compatibility.

Background

Site location

The subject property is located at 500 Willow Road in the Willows neighborhood, and it contains an existing gas station built in 1958. Considering Willow Road as having an east-west orientation, the subject property is located south of the intersection of Willow Road and Coleman Avenue, and is only accessible from Willow Road. The project site features two entrance driveways off Willow Road, and the fuel pumps are generally near the center of the project site, with a convenience store building located at the rear of the property. A location map is included as Attachment B.

The neighborhood features predominantly single-family residences to the south and west of the site, and is primarily zoned R-1-U (Single Family Urban Residential), apart from several commercial uses in the C-MU (Neighborhood Mixed Use) zoning district along Willow Road near the project site. Silicon Valley International School – Willows Campus directly borders the subject property to the rear and western side, and is zoned P-F (Public Facilities). There are also several multifamily residential buildings along the northern side of Willow Road and directly east of the project site that are zoned R-3 (Apartment) or R-3(X) (Apartment, Conditional). Willow Oaks Park is a City park located west of the project site and is zoned OSC (Open Space Conservation).

Analysis

Project description

The applicant is requesting to make modifications to the existing gas station canopy and convenience store. This includes an architectural control request to renovate the canopy and remove cornices, repaint the canopy and columns, and repaint the convenience store building. There is also a sign review request for four internally illuminated signs, with two proposed on the canopy, one proposed above the entrance to the gas station convenience store, and one proposed freestanding monument sign that would be 18 feet in height. In addition, one of the canopy-mounted signs would feature lettering greater than 18 inches in size and one proposed sign would feature bright colors (red) comprising more than 25 percent of the sign area.

Design and materials

As part of the modifications to the canopy and convenience store, the applicant is proposing exterior façade changes that require architectural control. The convenience store changes would involve repainting the entire building white, gray, and dark gray, with no additional alterations apart from the new sign being added to the top of the main entry, as described in a later section of this report. The applicant is also proposing modifications to the canopy, which include repainting the canopy columns from white with light blue and yellow trim to a silver color, removing the existing cornices around the top edge of the canopy, adding a white architectural hood along the sides of the canopy, painting a blue background for the fascia, and adding blue LED accent lighting between the architectural hood and fascia details. Staff believes the requested modifications would comprehensively update the building and canopy façades, and maintain a sense of balance and consistency between the gas station canopy area and convenience store, in connection with the proposed signage.

Sign review

The applicant is proposing to install new signage at the gas station, which is changing ownership and would become a Chevron-branded business. To update the branding to generally match standard Chevron gas stations, there are four new signs proposed. One sign would feature the word “Chevron” in white lettering

along the right side elevation of the canopy, while the other sign would feature the red and blue Chevron logo along the front elevation of the canopy facing Willow Road. There would also be one rectangular sign advertising the “Extra Mile” logo for the convenience store building, and a new freestanding monument sign would be installed in the same location as an existing freestanding monument sign. The existing and proposed monument signs would be 18 feet in height. The monument sign would feature the Chevron name and logo, all gas pricing details via LED light display, and an “Extra Mile” logo.

Staff reviews a sign application for conformance with both the Zoning Ordinance regulations and the Design Guidelines for Signs. If the request meets the requirements in these documents, staff can approve the sign application administratively. If, however, the sign request would potentially be incompatible with the Design Guidelines for Signs, the review of the application is forwarded to the Planning Commission for a general review of the sign for consistency with the Design Guidelines. In this case, the proposal would not be strictly consistent with four elements of the Design Guidelines. Specifically, the signs would not comply with the following items:

- B.4, which recommends limiting letter sizes to between 18 and 24 inches, but identifies that larger lettering may be considered with larger setbacks from the street;
- B.5, which recommends externally lit signs over internally illuminated signage;
- B.7, which limits the use of bright colors (yellow, orange, and red) in signage; and
- D.3, which recommends that freestanding signs not exceed eight feet in height.

The Design Guidelines for Signs are included as Attachment C.

Design Guideline B.4

Two of the seven characters in the “Chevron” name along the right side of the canopy are proposed to exceed 18 inches in height, which would not strictly comply with item B.4 of the Guidelines. This design guideline states that signage lettering between eight and 18 inches in height is generally acceptable. The letters “C” and “h” in the name would be approximately 24 inches tall. Generally, the placement of the company name on the canopy would be visible to properties west of the subject property and motorists, bicycles, and pedestrians traveling eastward along Willow Road. Currently, there is a slightly shorter sign along the same side of the canopy that reads “Willow Cove Gas.” It appears that the height of the new “Chevron” name would be relatively similar to the existing name signage. In addition, when facing this particular canopy façade, the closest residential units are on the opposite side of Willow Road, with only Willow Oaks Park and several commercial uses along the same side of Willow Road as the gas station. The proposed sign would be approximately 75 feet to the nearest residential property line, which indicates that the prominence of the “Chevron” sign would be limited. Staff believes that the sign’s similar height in relation to the existing sign, distance from the public right-of-way, and distance from residential units justify the additional height in letter size.

Design Guideline B.5

All four of the signs would be internally illuminated, which does not strictly comply with Item B.5 of the Guidelines, recommending externally lit signs over internally lit signs. However, this guideline also recommends that when illumination occurs internally, the illumination of letters and graphics is preferred over the illumination of the background.

Each sign would include illumination of individual letters, the Chevron logo, the Extra Mile logo, and in the case of the monument sign, a combination of these details and the gas pricing, and no background areas would be illuminated. The canopy would separately feature blue LED accent lighting, but this would not increase the visibility of the canopy signage. The “Chevron” name signage on the canopy would contain individual letters that are separately lit, and the Chevron logo signage would feature the logo broken into

two individually illuminated portions. The “Extra Mile” sign at the convenience store building and the monument sign would both be illuminated internally. Staff believes that the individual illumination of the lettering and logos for each sign is generally consistent with the Design Guidelines for Signs.

Design Guideline B.7

The applicant is proposing new signs that are consistent with the Chevron corporate colors, logo, and branding. The proposed signage would include white lettering for the “Chevron” name and the Chevron logo would feature two concentric downward facing arrows. The upper arrow of the logo would feature two blue colors and the lower arrow would feature one red color. This logo would be featured on the monument sign and one of the canopy signs. The red portion of the logo would be Pantone Matching System (PMS) color 186C, which is one of the bright colors limited to 25 percent of the sign area as identified in item B.7 of the Design Guidelines for Signs. When considering the proposed sign area for the entire site, the use of red 186C would account for approximately 6.2 percent of the total sign area. The red logo on the monument sign would account for approximately 13 percent of the proposed monument sign, and therefore would comply with the Design Guidelines. However, for the logo sign on the canopy, the amount of the red 186C would account for 50 percent of the individual sign area and requires review by the Planning Commission. The proposed sign is shown on the project plans (Exhibit A of Attachment A).

Staff believes that the sign colors would be appropriately positioned and scaled on the building relative to the subject property, and would generally be harmonious in relation to the general canopy design. The amount of red in the logo, while exceeding 25 percent of the individual sign area, is for a relatively small sign with a total area of 4.7 square feet. In addition, the angles of the facades and the distances from the nearby properties would reduce potential visual effects of the specific bright red color on the surrounding areas. Staff believes the proposed use of red in the signage is appropriate for this project.

Design Guideline D.3

The proposed freestanding monument sign would be greater than eight feet in height, at approximately 18 feet, which does not strictly comply with Item D.3 of the Guidelines, recommending freestanding signs to be no taller than eight feet in height. The proposed sign would contain the logo, name of the Chevron gas station and Extra Mile convenience store, and the gas pricing, which would generally resemble the content on the existing monument sign for the existing gas station. The proposed height for the monument sign is 18 feet, which is also the approximate height of the existing monument sign. The proposed monument sign would also be placed in the same location as the existing sign, but to better satisfy the monument sign requirements, the proposed monument sign would not be a pole sign, nor would it feature any openings beneath the signage, unlike the existing monument sign. Staff believes the proposed size for the monument sign is appropriate for this project.

Correspondence

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

Conclusion

Staff believes that the proposed signage would be contemporary and attractive, and it would generally be adequately positioned and scaled to limit potential visual effects from the size of the lettering, the level of illumination, the size of the monument sign, and the amount of red incorporated into the signage. The proposed signage would be compatible and consistent with the Chevron brand identity. While larger in size, the internally illuminated lettering for the Chevron name along the canopy would feature individual lighting, with no backgrounds being lit. The monument sign would generally match the size of the existing monument sign, but would feature no openings, and would thus be a more compliant sign than the existing monument sign.

The proposed exterior alterations to the building would provide a comprehensive update to the site while maintaining a balanced and consistent appearance, and would also utilize standardized color details, in coordination with the overall signage. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

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

Public Notice

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

Appeal Period

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

Attachments

- A. Draft Planning Commission Resolution
 - Exhibits to Attachment A
 - A. Project Plans
 - B. Project Description Letter
 - C. Conditions of Approval
- B. Location Map
- C. Hyperlink: City of Menlo Park Design Guidelines for Signs - https://menlopark.gov/files/sharedassets/public/community-development/documents/building/sign-and-awning-design-guidelines_201402101531551631.pdf

Exhibits to Be Provided at Meeting

None

Report prepared by:
Matt Pruter, Associate Planner

Report reviewed by:
Tom Smith, Principal Planner

PLANNING COMMISSION RESOLUTION NO. 2024-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING AN ARCHITECTURAL CONTROL PERMIT AND SIGN REVIEW FOR AN EXISTING GAS STATION AT 500 WILLOW ROAD

WHEREAS, the City of Menlo Park (“City”) received an application requesting an architectural control permit to make renovations to an existing gas station located in the C-MU (Neighborhood Mixed Use) zoning district, and sign review for four internally illuminated signs, with two signs proposed on the canopy, one featuring lettering greater than 18 inches in height and the other incorporating bright colors (red) comprising more than 25 percent of the sign area; one sign proposed above the entrance to the gas station convenience store; and one proposed freestanding monument sign that would be 18 feet in height (collectively, the “Project”), from Carl Cook (“Applicant”) and JLN LLC (“Owner”), located at 500 Willow Road (APN 062-370-340) (“Property”). The Project architectural control permit and sign review requests are 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 C-MU (Neighborhood Mixed Use) zoning district. The C-MU zoning district supports service station uses as a conditional use and the gas station previously received a use permit to operate; and

WHEREAS, the proposed Project complies with all standards of the C-MU zoning district; and

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

WHEREAS, the proposed Project would involve architectural control approval for physical modifications to the existing convenience store building and canopy, which would provide a comprehensive update for the site while maintaining a balanced and consistent appearance; and

WHEREAS, the proposed Project would incorporate signs that would be internally illuminated, but no background would be illuminated for either the wall-mounted sign, canopy-mounted signs, or the monument sign; and

WHEREAS, the proposed Project would incorporate signage lettering that would be more than 18 inches in height but would be set back from property lines and would not be generally visible from nearby residential uses; and

WHEREAS, the Project would contain one sign using a red color, Pantone 186C, that would comprise more than 25 percent of the area of that sign, but the total area of signage using this color would be approximately 6.2 percent of the total for the Project, and would be

located away from property lines and would not generally be visible from residential uses; and

WHEREAS, the Project would contain a monument sign taller than eight feet in height, but the sign would be similar in size and location to an existing monument sign, and would not feature any openings; 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 a determination regarding the Project's compliance with CEQA; 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 exempt from environmental review pursuant to CEQA Guidelines §15301 (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 20, 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 proposed 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. Architectural Control Permit. The Planning Commission of the City of Menlo Park does hereby make the following Findings:

The approval of the architectural control permit for the proposed operations center is granted based on the following findings, which are made pursuant to Menlo Park Municipal Code Section 16.82.020:

1. That the general appearance of the structures is in keeping with character of the neighborhood; in that, the proposed modifications to the canopy and convenience store provide a balanced and consistent appearance, in keeping with the proposed signage changes.

2. That the development will not be detrimental to the harmonious and orderly growth of the city; in that, the Project contains design modifications to an existing gas station. The Project's design is generally consistent with all applicable requirements of the City of Menlo Park Municipal Code. The General Plan land use for the Property, Commercial Retail, is consistent with the existing and proposed uses on the site. Therefore, the Project will not be detrimental to the harmonious and orderly growth of the city.
3. That the development will not impair the desirability of investment or occupation in the neighborhood; in that, the Project contains design modifications to an existing gas station, which involves a use that is consistent with the applicable standards of the Zoning Ordinance for the project site. The proposed Project is designed in a manner consistent with all applicable codes and ordinances. Therefore, the proposed Project would not impair the desirability of investment or occupation in the neighborhood.
4. That the development provides adequate parking as required in all applicable city ordinances, as no parking changes are proposed. Therefore, the proposed development provides sufficient on-site parking.
5. That the development is consistent with any applicable specific plan; in that, the Project is located in the Willows neighborhood, which is not subject to any specific plan. However, the proposed Project is designed in a manner consistent with all applicable codes and ordinances, as well as the General Plan goals and policies.

Section 3. Sign Review Permit Findings. The Planning Commission of the City of Menlo Park does hereby make the following findings:

The approval of a sign review permit to install four signs for an existing gas station is granted based on the following findings, which are made pursuant to the City of Menlo Park Design Guidelines for Signs:

1. Sign lettering larger than 18 inches may be considered for buildings, as the project's signage is setback from the public right-of-way and aesthetically harmonious with the overall building design.
2. Internally illuminated signs may be used, with illumination of letters and graphics preferred over the illumination of the background, which is the illumination format proposed. The proposed design would illuminate individual letters and logos.
3. Two proposed signs would use Pantone 186C, which may be allowed through Planning Commission review and approval. The proposed amount of red is harmonious and compatible with the overall building design and scale, which is also consistent with the applicant's branding and corporate identity.

4. The proposed monument sign would be greater than eight feet, at approximately 18 feet in height. The proposed monument sign would be located in the same location as an existing monument sign, which is also at a similar height of 18 feet. To better satisfy the monument sign requirements, the proposed monument sign would not be a pole sign, nor would it feature any openings beneath the signage, unlike the existing monument sign.

Section 4. Architectural Control Permit. The Planning Commission approves Architectural Control Permit No. PLN2024-00004, which 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 Architectural Control Permit is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C.

Section 5. Sign Review Permit. The Planning Commission approves Sign Review Permit No. PLN2024-00004, which 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 Sign Review Permit is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C.

Section 6. 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:

- A. The Project is categorically except from environmental review pursuant to Cal. Code of Regulations, Title 14, §15301 et seq. (Existing Facilities).

Section 7. 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 proposed 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 20, 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

SIGN TABLE

- SIGN-A: PYLON SIGN = 29.2 SQ. FT.**
- SIGN-B: BUILDING SIGN = 35.6 SQ. FT.**
- SIGN-C: FUEL CANOPY WORD-MARK = 20.5 SQ. FT.**
- SIGN-D: FUEL CANOPY HALL-MARK = 4.7 SQ. FT.**

TOTAL SIGNAGE AREA = 90.0 SQ. FT.

Bright Colors:

Restricted Bright Colors Total (from signs A and D) = 5.56 SQ. FT.

Percentage of Bright Colors (Bright Colors / Total Signage Area) = 6.2 %



SITE PLAN

N.T.S.



1) This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

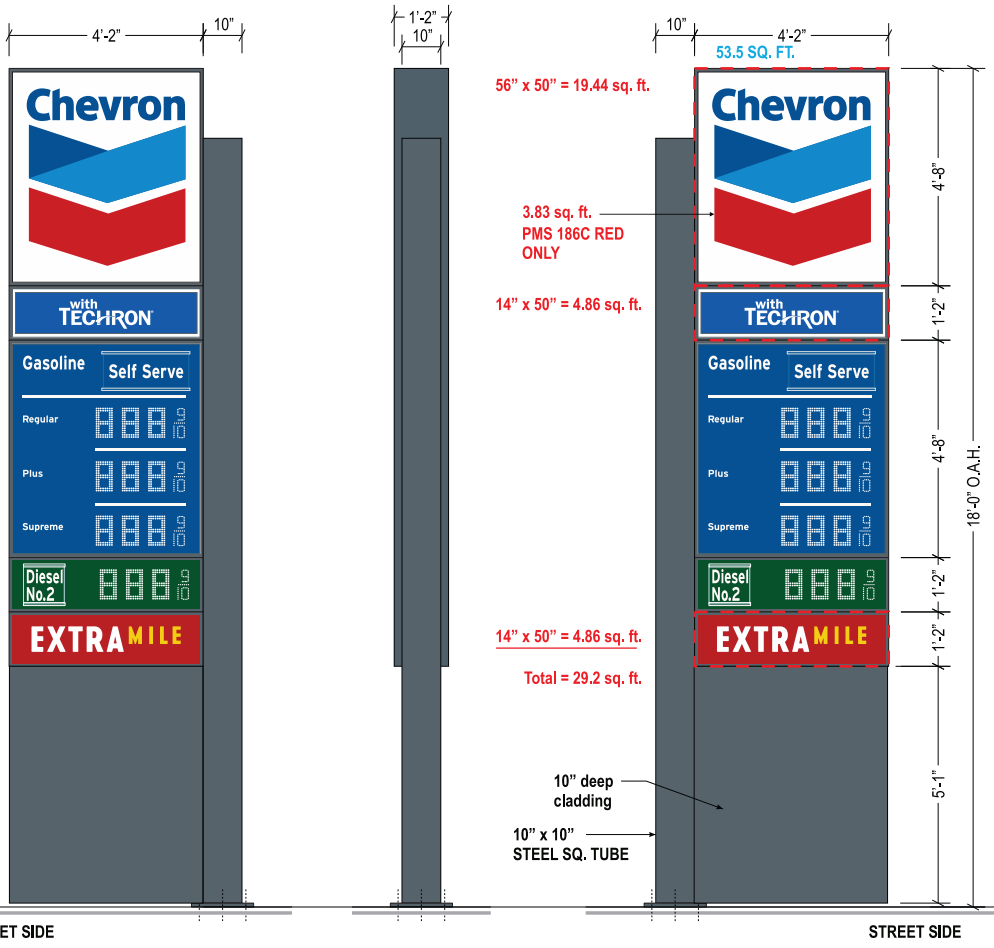
2) The location of the disconnect switch after installation shall comply with the Artical 600.6 (A)(1) of the National Electrical Code.

3) ALL WORK TO BE DONE IAW 2022 CBC, CEC, CFC COMPLIANT

FILE: chevron - menlo park willow rd	Client Review Status	Revision	Date	Project Information	Date: 09-20-23	Job #00000	Page: 1
This is an original drawing created by United Sign Systems. It is loaned as part of an advertising or identification program being planned for you by United SignSystems. It is requested this material is not to be shown to anyone outside your organization, nor used, reproduced, copied or exhibited in any fashion whatsoever. All or part of this design (except for registered trademarks) remain the property of United Sign Systems until transferred actual sale.	United Sign Systems requires that an "Approved" drawing be obtained from the client prior to any production release or production release revision	▲ per request	11-03-23 IL	Client: Chevron			
		▲ per city request	03-21-24 IL	Location: -			
		▲ per city request	05-01-24 IL	Address: 500 Willow Rd			
CLIENT APPROVAL _____ DATE _____				City/ST/Zip: Menlo Park, CA			
LANDLORD APPROVAL _____ DATE _____				Phone: _____			
				Fax: _____			
				Sales: Brian Campbell Designer: IL Release By: 00-00-00			

USS UNITED SIGN SYSTEMS

C.S.C.L. #718965
 5201 Pentecost Drive Modesto, Calif. 95356
 1-800-481-SIGN
 Phone: 209-543-1320 Fax: 209-543-1326



Chevron COLOR SPECS			
Color	Lacryl	PMS	vinyl for plastic
Blue		2935C	31205C (ARLONG)
Red		186C	63 REGAL
Cyan		Cyan	337 PROGRESS
Dark Red		202	3630-59
Dark Grey		431C	
Green		3415	3630-26

EXTRA MILE COLOR SPECS:	
	PMS 7620C RED
	PMS 7405C YELLOW (VINYL: 3M 3630-015 YELLOW)
	PMS 431C DARK GRAY
	3/16" WHITE LEXAN

SCOPE OF WORK:
 ORDER, RECEIVE & INSTALL
 (1) D/F C-45 CHEVRON LOGO CABINET
 (1) D/F C-45 ACP "with TECHRON" cabinet
 (1) D/F C-45 LED Price Sign
 (1) D/F C-45 Diesel Price Sign
 (1) D/F C-45 "EXTRA MILE" cabinet
 Fab. & install (1) 5'-1" H x 4'-2" W x 10" D alum. cladding painted PMS 431C dark gray
 Fab. & install (1) rect. steel tube w/ base plate



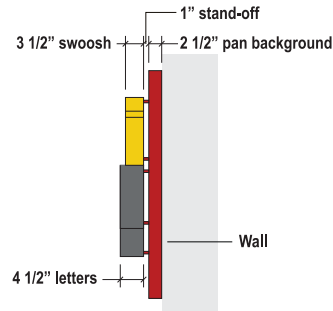
EXISTING PYLON SIGN ELEVATION N.T.S.

STREET SIDE
 OPPOSITE SIDE Scale: 3/8" = 1'-0"
 SIDE VIEW Scale: 3/8" = 1'-0"
 SIGN-A: D/F ILLUMINATED C-45 PYLON SIGN Scale: 3/8" = 1'-0"

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- The location of the disconnect switch after installation shall comply with the Artical 600.6 (A)(1) of the National Electrical Code.
- ALL WORK TO BE DONE IAW 2022 CBC, CEC, CFC COMPLIANT

FILE: chevron - menlo park willow rd	Client Review Status	Revision	Date	Project Information
		▲ per request	11-03-23 IL	Date: 09-20-23 Job #00000 Page: 2
		▲ per city request	03-21-24 IL	
		▲ per city request	04-16-24 IL	
		▲ per city request	05-01-24 IL	
CLIENT APPROVAL	DATE			Client: Chevron
LANDLORD APPROVAL	DATE			Location: -
				Address: 500 Willow Rd
				City/ST/Zip: Menlo Park, CA
				Phone: _____
				Fax: _____
				Sales: Brian Campbell Designer: IL Release By: 00-00-00

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SIDE VIEW

44-PC PAN CHANNEL LETTERS ON PAN BACKGROUND
 Scale: 1/2" = 1'-0" 35.6 sq. ft.

COLOR SPECS:

- PMS 7620C RED
- PMS 7405C YELLOW (VINYL: 3M 3630-015 YELLOW)
- PMS COOL GRAY 10C
- #7328 WHITE ACRYLIC

EXTRA-MILE BUILDING PAINT	COLOR
P1 Shaded Whisper, PPG0995-1, semi-gloss	White
P2 Summer Shadow, PPG0996-7, matte	Dark Gray
P3 Statue Garden, PPG0996-3, semi-gloss	Medium Gray

SPECIFICATIONS:

LETTERS

4 1/2" deep alum. returns w/ 3/4" trim caps.
 "EXTRA" = returns & trim caps to match PMS CoolGray 10C
 "MILE" = returns & trim caps to match PMS CoolGray 10C

SWOOSH:

3 1/2" Deep aluminum returns w/ 3/4" trim caps.
 Yellow return and yellow trim caps to match PMS 7405C

FACES:

3/16" #7328 White acrylic w/ first surface vinyl overlay
 Swoosh and MILE to have translucent 3M 3630-15 "Yellow" vinyl applied to the first surface of face.

BACKS:

3/16" Clear lexan w/ second surface vinyl overlay.
 All backs to have to have 3M 3630-73 "Red" vinyl applied to the second surface for the red halo effect.

EXTRA MILE and the Swoosh to be pin mounted off the background panel using 1" x 1/2" spacers painted to match PMS 7620c "Red"

ILLUMINATION:

Faces: Sloan Prism12 6500k White LED's
 Halo: Sloan Prism12 Red LED's AND Sloan Prism12 6500k White LED's
 Power Supplies: Sloan 60w - 12v

BACKGROUND PANEL:

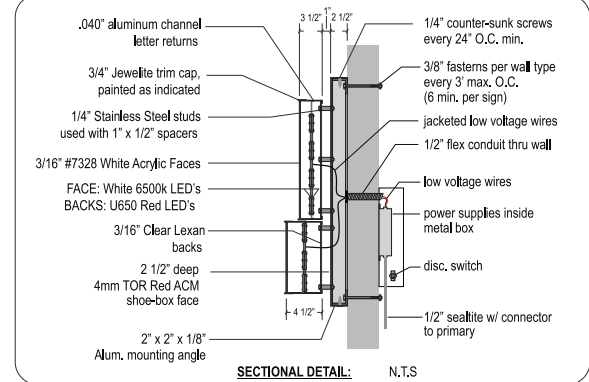
2" x 2" x 1/8" angle mounting frame w/
 brake formed Apolic "TOR RED" 4mm ACM
 2 1/2" deep shoe-box panel



EXISTING STORE FRONT ELEVATION N.T.S.



PROPOSE SIGN - STORE FRONT ELEVATION N.T.S.



SECTIONAL DETAIL: N.T.S.

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3) ALL WORK TO BE DONE IAW 2022 CBC, CEC, CFC COMPLIANT

FILE: chevron - menlo park willow rd	Client Review Status	Revision	Date	Project Information	Date: 09-20-23	Job #00000	Page: 3
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CLIENT APPROVAL	DATE
LANDLORD APPROVAL	DATE

▲ per request	11-03-23 IL
▲ per city request	03-21-24 IL
▲ per city request	05-01-24 IL
▲ per city request	05-03-24 IL

Client: Chevron
 Location: -
 Address: 500 Willow Rd
 City/ST/Zip: Menlo Park, CA
 Phone: _____
 Fax: _____
 Sales: Brian Campbell Designer: IL Release By: 00-00-00

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PROPOSE CANOPY NORTH ELEVATION N.T.S.



PROPOSE CANOPY WEST ELEVATION N.T.S.



PROPOSE CANOPY SOUTH ELEVATION N.T.S.

Remove and dispose all canopy signs, faces, and cornices. All four sides



EXISTING CANOPY NORTH ELEVATION N.T.S.



EXISTING CANOPY WEST ELEVATION N.T.S.



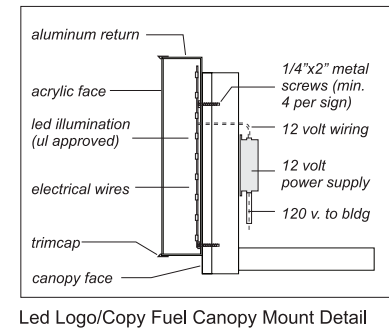
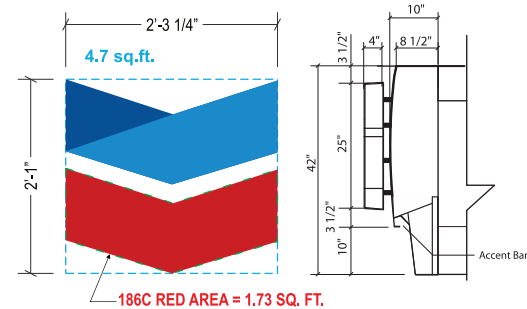
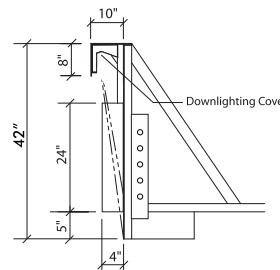
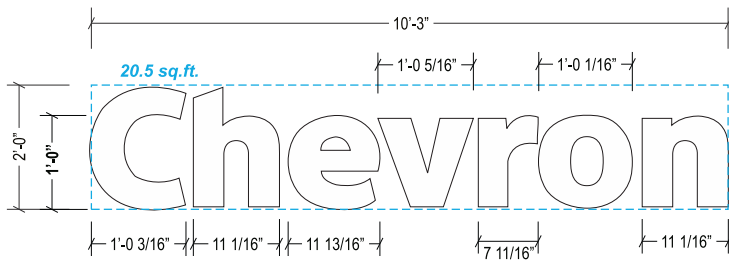
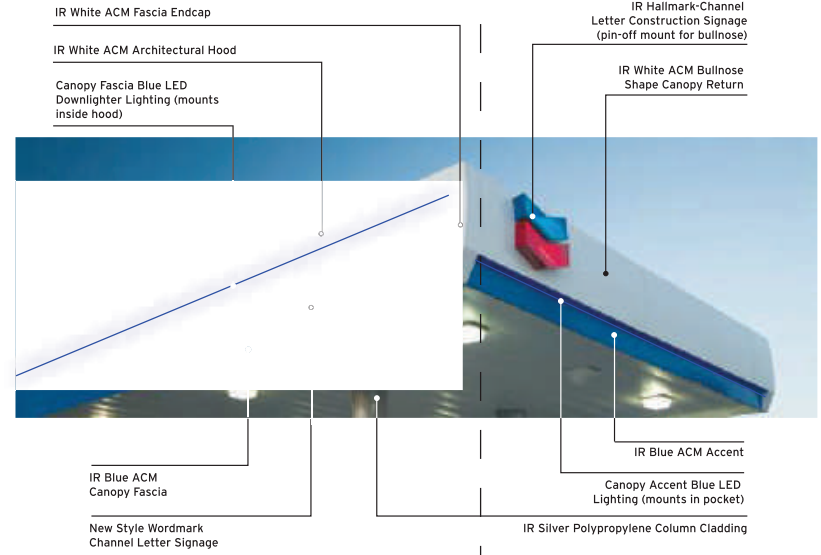
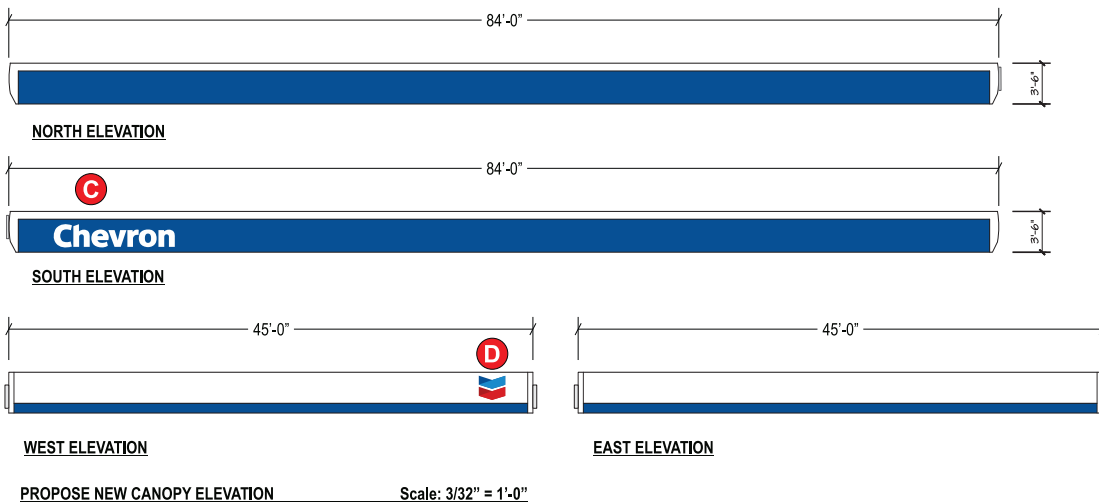
EXISTING CANOPY SOUTH ELEVATION N.T.S.

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FILE: chevron - menlo park willow rd	Client Review Status	Revision	Date	Project Information	Date: 09-20-23	Job #00000	Page: 4
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		▲ per city request	03-21-24 IL	Location: -			
		▲ per city request	05-01-24 IL	Address: 500 Willow Rd			
				City/ST/Zip: Menlo Park, CA			
				Phone: _____			
				Fax: _____			
				Sales: Brian Campbell Designer: IL Release By: 00-00-00			

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Propose Canopy Elevations



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CLIENT APPROVAL	DATE
LANDLORD APPROVAL	DATE

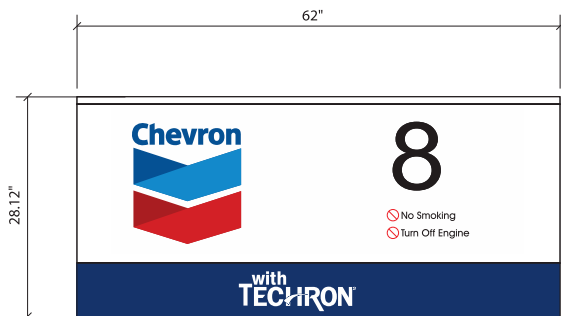
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Client: Chevron
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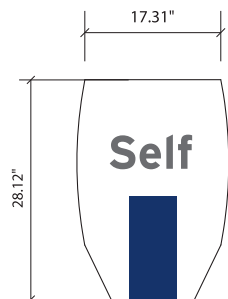


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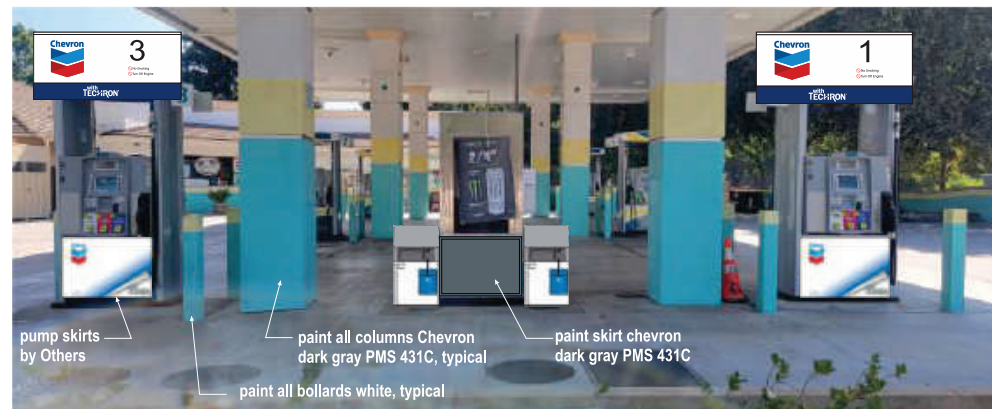
POS & Trash Cans



PROPOSE NEW VALANCE N.T.S.
(6) VALANCE REQUIRED



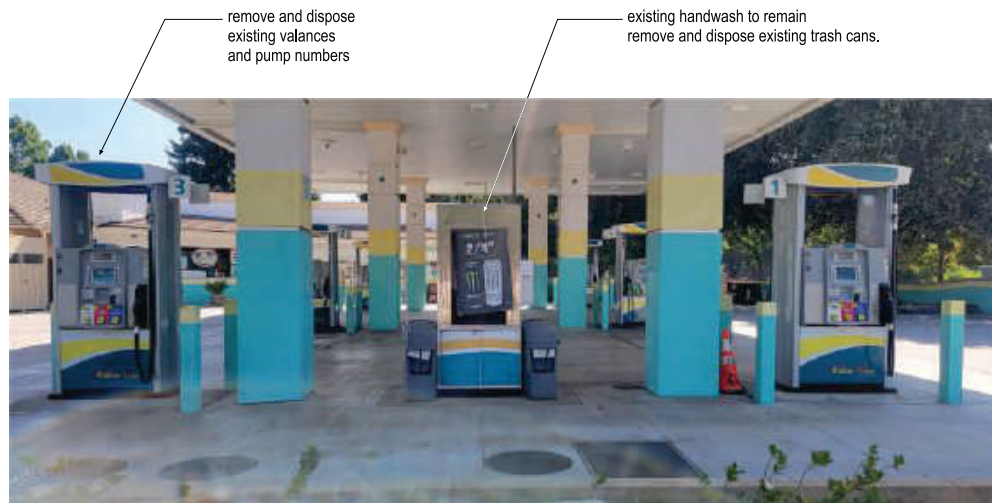
SIDE VIEW N.T.S.



PROPOSE FUEL PUMP VALANCES AND TRASH CANS N.T.S.



PROPOSE NEW TRASH CANS N.T.S.
(6) TRASH CANS REQUIRED



EXISTING FUEL PUMPS, POS, AND TRASH CANS N.T.S.

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EXISTING USE: SERVICE STATION & FOOD MART OWNER: PARTNERSHIP

PROPOSED USE: SERVICE STATION & FOOD MART

APPLICATION: Architectural Control and Sign Review

ZONING: C-MU (Neighborhood Mixed Use)

**WRITTEN DESCRIPTION FOR THE
Project: 500 Willow Rd. Menlo Park, CA 94025**

United Sign Systems on behalf of Salkhi Petroleum, submitting the Architectural Control and Sign Review application for the above referenced gas station.

ITEMS TO BE SOLD AT THIS FACILITY: The gas station will sell gasoline, the Food Mart will sell all the items as existing such as – Prepackaged food items, sundry items, some automobile accessories, (i.e.- Air Fresheners, cell phone accessories, antifreeze, motor oil, etc.) Self-Service beverages, fresh and/or pre-packaged pastries & can and/or bottles of soda, water, sports/energy drinks

EMPLOYEE: The gas station employees are (1) employee per shift. There will be (3) shifts per (7) days per week. **HOURS OF OPERATION:** Proposed hours of operation for both the Gas Station & Food Mart will be: 24 Hours everyday, 7 days a week, 365 days per year.

FUEL DELIVERY: The fuel delivery truck will make deliveries 3-4 times a week.

PROJECT DESCRIPTION:

The project scope of work includes ONLY the existing convenience store and to extend the hours of operation to 24 Hours, seven days a week like it was before for customers convenience at customers' request.

There will be no change or addition in the exterior or interior of existing building including the roof or façade or adding any additional existing building such as coolers or freezers. Fuel canopy & Fuel system are to remain as is. Also, the rest of the existing building will remain as is. There will be no change in the existing parking lot stalls. There are altogether 11 parking spaces which includes stripped parking, 8 at the fueling pumps and one van accessible handicap parking stall, In addition the Sandwich Banner will be removed

DEMOLITION NARRATIVE: NA

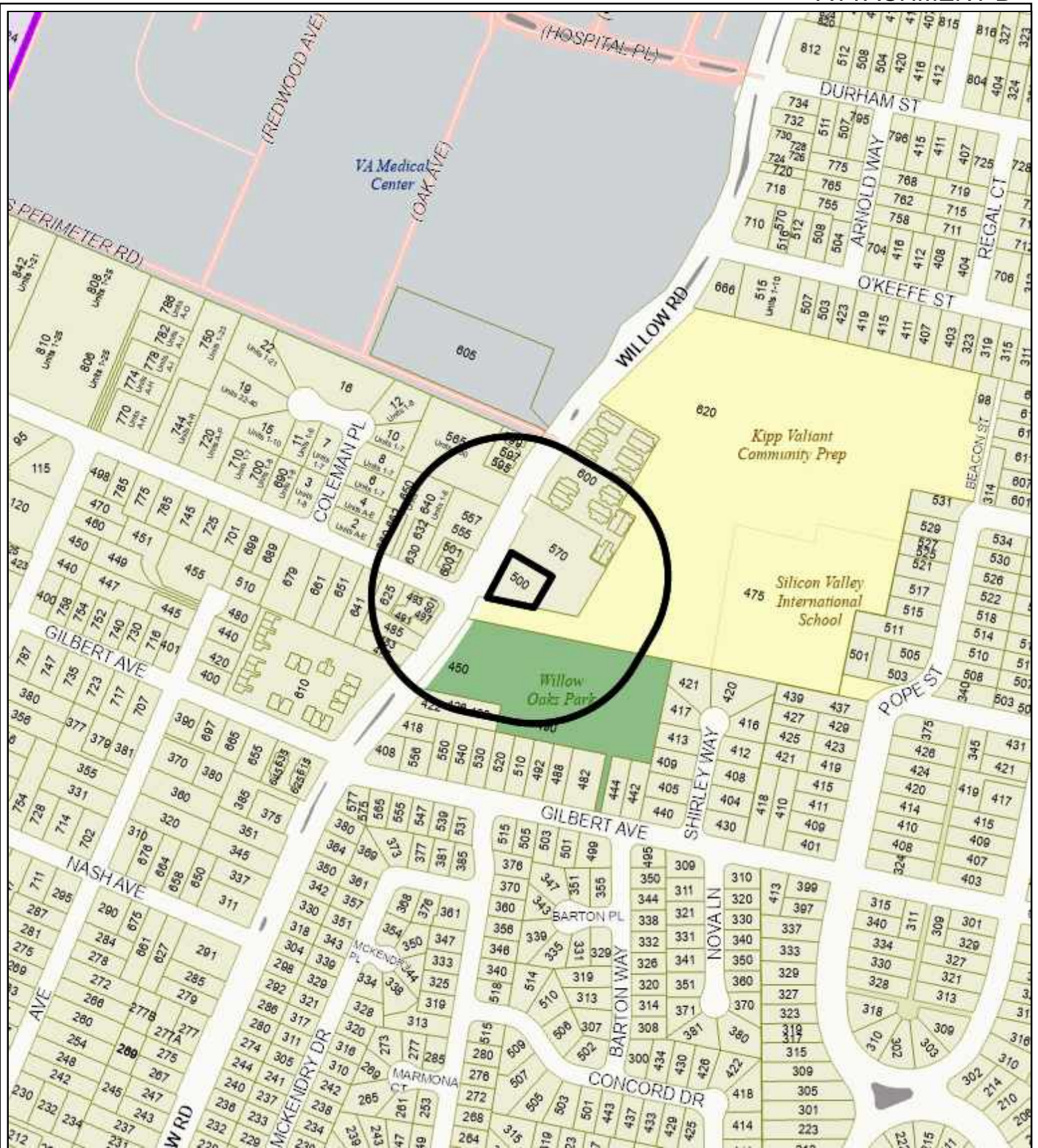
If you have any questions please contact call Brian Campbell (209) 456-4862

Sincerely,

Brian Campbell

Brian Campbell

LOCATION: 500 Willow Road	PROJECT NUMBER: PLN2024-00004	APPLICANT: Carl Cole	OWNER: JLN LLC
<p>PROJECT CONDITIONS:</p> <ol style="list-style-type: none"> 1. The architectural control and sign review permit shall be subject to the following standard conditions: <ol style="list-style-type: none"> a. Development of the project shall be substantially in conformance with the plans prepared by United Sign Systems, consisting of six plan sheets, dated received May 3, 2024 and approved by the Planning Commission on May 20, 2024, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies’ regulations that are directly applicable to the project. c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. d. Prior to building permit issuance, if applicable, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes. e. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application. f. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance. g. 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. h. 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. 			



City of Menlo Park
 Location Map
 500 Willow Road





STAFF REPORT

Planning Commission

Meeting Date:

5/20/2024

Staff Report Number:

24-026-PC

Public Hearing:

Consider and adopt a resolution to approve an architectural control permit to modify the exterior facades of an existing commercial building and a use permit for a Type-41 license from State Department of Alcoholic Beverage Control (ABC) for onsite alcohol service (beer and wine only) associated with a full-service restaurant, Type-21 ABC license for off-site alcohol sales (beer, wine, and distilled spirits) associated with a liquor store that would include ancillary tasting events at 720 Santa Cruz Avenue, and modifications to previously permitted outdoor seating for a proposed restaurant and retail liquor store, in the ECR-D-SP (El Camino Real-Downtown Specific Plan) zoning district, at 720 Santa Cruz Avenue; determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities.

Recommendation

Staff recommends that the Planning Commission adopt a resolution approving architectural control and a use permit associated with a proposed full-service restaurant and retail liquor store in the ECR-D-SP (El Camino Real-Downtown Specific Plan) zoning district at 720 Santa Cruz Avenue and determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. The proposed project would include the following use permit requests:

- A request for a Type-41 license from California ABC for onsite alcohol service (beer and wine only) associated with a full-service restaurant;
- A request for a Type-21 ABC license for off-site alcohol sales (beer, wine, and distilled spirits) associated with a liquor store;
- A request to modify the previously permitted outdoor seating to allow for the outdoor consumption of beer and wine, associated with the restaurant, and modifications to the seating layout; and
- Determine whether the on-sale (beer and wine) and off-sale (beer, wine, and distilled spirits) at this location serves a public convenience or necessity, in accordance with the requirements of the California ABC.

Additionally, the proposed project would include the following architectural control requests:

- Repainting of the entire façade; and
- Modification of the materials of the existing sign cabinets (signage would be reviewed under a separate permit).

A draft resolution, including the recommended conditions of approval, is included as Attachment A.

Policy Issues

The proposed project is located in the El Camino Real-Downtown Specific Plan (ECR-D-SP) zoning district and the Planning Commission should consider the guiding principles of the Specific Plan and the goals, policies, and programs of the City's General Plan when evaluating the use permit and architectural control requests. The Specific Plan includes three guiding principles that should be considered in evaluating the proposed project: Generate Vibrancy, Sustain Menlo Park's Village Character, and Promote Healthy Living and Sustainability. The City's General Plan includes a number of goals and associated policies used to implement those goals that should be considered in evaluating the proposed project, including: LU-3: Retain and enhance existing and encourage new neighborhood-serving commercial uses; and LU-4: Promote and encourage existing and new business to be successful.

Background

The subject property is located at 720 Santa Cruz Avenue, at the corner of Chestnut Street. The property is zoned SP-ECR/D (El Camino Real/Downtown Specific Plan). Within the Specific Plan, the property is in the Downtown (D) sub-district and the Downtown/Station Area Retail/Mixed Use (DSARMU) land use designation. The site is currently developed with a single-story commercial building which was built in 1990 and formerly consisted of three separate commercial suites which were subsequently combined into a single suite through revisions to the original 1990 use permit in 1991 and 1993. The combined suite was formerly occupied by Le Boulanger Bakery. The project site is bounded by two public streets: Santa Cruz Avenue and Chestnut Street. No private parking spaces are provided on site, and the site can be accessed along the frontages of Santa Cruz Avenue and Chestnut Street. The site has vehicular parking via two nearby public parking plazas (#1 and #3), accessible on the opposite side of Chestnut Street and the opposite end of Ryan's Lane, and limited diagonal parking spaces along Santa Cruz Avenue and Chestnut Street. A location map is included as Attachment B.

The surrounding lots are all part of the SP-ECR/D zoning district and within the D sub-district. Properties along Santa Cruz Avenue are located within the Downtown/Station Area "Main Street" Overlay (DSAMSO) land use designation (including the project site), while properties to the rear of the project site are located within the Downtown/Station Area Retail/Mixed Use (DSARMU) land use designation. Surrounding properties near the subject property include a mix of commercial uses (primarily retail and restaurant uses).

Analysis

Project description

The applicant (Somm Cellars Wine) is proposing minor exterior modifications to the front (along Santa Cruz Avenue) and corner street side (along Chestnut Street) facades to the existing single-story, commercial building and major interior modifications. The 4,093 square foot space is proposed to be split approximately in half where the right corner side would house a new full-service restaurant and bar (serving beer and wine only) and left interior half would be a retail component which would be permitted to sell beer, wine, and distilled spirits as well as a variety of picnic-style foods such as cheeses, prepared meats, and breads. Goal LU-3 of the General Plan is meant to encourage neighborhood-serving commercial uses that would create a vibrant commercial corridor. The proposed restaurant use occupying the dominant corner half of the site with a highly visible use will contribute to the active nature sought along Santa Cruz Avenue. Combined with the liquor store/grocery component and the proposed operating hours, the proposed project aligns with

Policy LU-3.1 which seeks to activate otherwise underutilized properties in and near existing shopping districts. The activation of the currently vacant space along Santa Cruz Avenue in the downtown would be consistent with this policy.

The proposed restaurant use is permitted within the Main Street Overlay land use designation; however, the on-sale of beer and wine requires an administrative permit. When a project includes other discretionary applications, the project sponsor may request to bundle the administrative permit with the use permit. The proposed off-sale beer, wine, and distilled spirits is a conditional use and requires a use permit. The applicant elected to process both requests through the use permit.

The applicant is proposing the restaurant and retail liquor store be open seven days a week. Proposed hours for the retail liquor store would generally be 11:00 a.m. to 8:30 p.m. every day and the restaurant kitchen hours generally open from 12:00 p.m. to 9:00 p.m. Sunday through Thursday with extended hours to 10:00 p.m. on Friday and Saturday. The applicant indicates that the restaurant may be open later but it not expected to operate after midnight. The applicant would be required to adhere to all Menlo Park Municipal Code (MPMC) requirements pertaining to business hours, including Section 8.12.010, which states “No person shall, without a permit, operate any business establishment between the hours of twelve midnight and six a.m. on premises within three hundred feet of any property zoned or in use as residential property.” While restaurant uses are considered “exempt” from this ordinance per MPMC Section 8.12.020 and could operate between 12 a.m. and 2:00 a.m., the retail store component would not be able to operate after midnight without a permit. The applicant’s currently anticipated hours of operation would comply with the requirements of MPMC Chapter 8.12.

The applicant is proposing to host periodic wine tasting events in conjunction with the retail liquor store component and would be limited to serving in that half of the space only in accordance with State Alcoholic Beverage Control Board requirements. As stated in the project description letter, the applicant is planning for these tasting events to educational, similar to events they currently host in their New York City location. Additionally, the applicant is proposing to allow for private events that would “buy-out” the entirety of the restaurant space only (the retail liquor store would operate independently with stanchions and signage indicating such as required by the ABC).

The applicant proposes to also extend the service of beer and wine only (associated with the full-service restaurant) to the outdoor seating. The outdoor seating was previously permitted; however, the service of beer and wine within the outdoor seating is subject to discretionary review through this use permit request..

The existing Gross Floor Area (GFA) of the building is 4,039 square feet or approximately 0.9 Floor Area Ratio (FAR). The proposed modifications would not change the FAR. Maximum permitted base FAR for the ECR D sub-district is 2.0, which would be 8,980.5 square feet for the subject property. The applicant’s project description letter and project plans are included as Attachments C and D, respectively.

Architectural control permit

The applicant is proposing exterior modifications which would include changes to both public façades, along the Santa Cruz Avenue and Chestnut Street frontages. The project would retain its existing footprint and existing building height. The proposed front and street side façades would feature repainted stucco and retained aluminum window and door frames containing clear glass, along with modifying and repairing the existing sign cabinets which are integrated into the building facade. The proposed modifications to the sign cabinets include replacing the existing backlit plastic faces with natural wood bead board and recessed “halo” type lighting. All proposed signs on the refinished cabinets would be reviewed through separate sign permits.

Design and materials

The Specific Plan includes a detailed set of design standards and guidelines. Compliance with the standards and guidelines is evaluated in the Standards and Guidelines Project Compliance Worksheet (Attachment C). The guidelines are intended to provide for a pleasant pedestrian experience with visual interest and continuity for storefronts. Staff believes the proposed modifications to the existing architectural style of the project would be consistent with the aesthetic of downtown Menlo Park, and more specifically Santa Cruz Avenue.

The proposed exterior building materials, finishes, and colors are shown on Sheet A5.0 of the plan set. The applicant is proposing to repaint the façade from the existing orange-beige color to a darker shade of gray. The existing metal window and door frames, which are white, are proposed to remain unchanged. The existing sign cabinets, which are faced with back-lit acrylic signs, are proposed to be replaced with natural wood bead board with recessed “halo” illumination. The proposed color scheme would help the building stand out from the neighboring properties which are painted in a similar neutral beige color and contribute to the variety of styles found on Santa Cruz Avenue. These changes would provide a more contemporary façade. The project would not alter any existing sidewalk conditions on either frontage. New air conditioning units and kitchen equipment are proposed for the rooftop and would be shielded from view by the existing parapet as shown on Sheet A5.1.

Specific Plan Design Standards and Guidelines

The Specific Plan uses a combination of standards and guidelines to manage the design and construction of new buildings. Standards are the rules that new developments are required to follow, while guidelines serve to encourage elements of good design, which may include subjective elements. Standards and guidelines related to ground floor treatment for commercial frontages, which are intended to provide for a pleasant pedestrian experience with visual interest, continuity for storefronts, and retail transparency, would be met. The relevant standards and guidelines are discussed below:

E.3.5.02 (Standard): Ground floor commercial buildings shall have a minimum of 50% transparency (i.e., clear-glass windows) for retail uses, office uses and lobbies to enhance the visual experience from the sidewalk and street. Heavily tinted or mirrored glass shall not be permitted.

Complies: The proposed facade would be compliant with the guideline as depicted on sheet A5.0.

E.3.3.07 (Standard): Architectural projections like canopies, awnings and signage shall not project beyond a maximum of 6 feet horizontally from the building face at the property line or at the minimum setback line. There shall be a minimum of 8-foot vertical clearance above the sidewalk, public right-of way or public space.

Complies: As shown on Sheet A1.0, the existing structure is not proposed to be physically altered and no architectural projections currently exist or are proposed. The existing sign cabinets, which are proposed to be repaired and retained, do not project past the façade.

E.3.5.08 (Guideline): Architectural projections like canopies and awnings should be integrated with the ground floor and overall building design to break up building mass, to add visual interest to the building and provide shelter and shade.

Complies: The proposed project would retain the existing covered entrance and outdoor patio within the building’s footprint which provides shelter and shade for diners and those who are entering and exiting the building. This is consistent with the E.3.3.07 standard where architectural elements such as

canopies or awnings shall not project more than six feet from the property line.

E.3.5.19 (Guideline): Storefront elements such as windows, entrances and signage should provide clarity and lend interest to the façade.

Complies: The existing building meets the 50 percent transparency requirement, and includes a prominent sign band that breaks up the glazing and provides a well-defined ground floor storefront. The integrated covered entrance and patio, which wraps around the corner of the building, offers visual interest while “softening” the corner.

Use Permit requests

On-sale Type 41 and Off-sale Type 21 ABC licenses

The applicant is requesting two alcohol permits in conjunction with their proposed project. A Type-41 permit (for the on-sale of beer and wine) associated with a full-service restaurant and a Type-21 permit (for the off-sale of beer, wine, and distilled spirits) associated with a retail liquor store. While the request for a Type-41 permit can be administratively approved (as the full-service restaurant is a permitted use within the Main Street Overlay land use designation), when combined with discretionary actions, it may be bundled with the use permit.

Staff believes that the granting of these permit requests for the proposed project would align with the general nature of the downtown core being the retail, dining, and gathering center of Menlo Park. The project would fulfill several goals laid out in the General Plan, such as encouraging vibrant commercial corridors and promoting new businesses that would enhance neighborhood character.

Alcohol sales and determination of public convenience or necessity

The applicant is requesting to sell beer and wine at the proposed restaurant. A Type-41 ABC license would allow the sale of beer and wine for on-site consumption.

ABC looks at the number of businesses with permits for the sale of alcohol for on-site consumption in a particular census tract to determine if a census tract is considered over concentrated. If a census tract is considered over concentrated, a project requires a finding of public convenience or necessity from the Planning Commission to obtain an ABC license for the sale of beer and wine for on-site consumption. The subject property is in census track 6126.00, which includes the following 21 businesses with licenses for “on-site sale beer and wine”:

- Round Table Pizza
- Cooks Seafood
- Draeger’s Market
- Jeffrey’s Hamburgers
- Amicis
- Shiok
- MP Mongolian BBQ
- Mama Coco
- Kyosho Japanese Restaurant
- Sultana
- Octopus Japanese Restaurant
- Coffeebar
- Mademoiselle Colette
- Galata Bistro

- Mountain Mike's
- La Stanza Cocina Italiana
- Mami Cheli's Tacos
- Stacks
- The Mandarin
- Tilak Indian Cuisine
- Guapas Mexican Grill

The applicant is additionally requesting to sell beer, wine, and distilled spirits at the proposed liquor store. A type 21 ABC license would allow the sale of beer, wine, and distilled spirits for off-site consumption. The following four businesses have an active type 21 license:

- Draeger's Market
- Trader Joe's
- Safeway
- BevMo

ABC has indicated that more than eight on-sale type 41 (beer and wine only) licenses and more than two type 21 (beer, wine, and distilled spirits) licenses mean this census tract is considered over concentrated. As part of the granting process outlined in MPMC Section 16.82.440, the Planning Commission will need to determine if the granting of said permits serves as a public necessity or convenience. The criteria for the determination of public necessity or convenience are not explicitly defined by State or City codes, and each determination is reviewed on a case-by-case basis to consider the specific factors involved. The area surrounding the subject site contains multiple restaurant and retail establishments that sell alcohol, the size and focus of these businesses varies.

In staff's view, convenience encompasses a broader set of factors beyond an absolute number of restaurants, including considerations of location, and type of restaurant. Additionally, there are newly constructed residences and offices nearby in the 500 El Camino Real (Middle Plaza at 500 El Camino Real) and 1300 El Camino Real (Springline) developments, which would increase the population in the vicinity that would benefit from the on-sale restaurant and off-sale liquor store within a reasonable walking distance, and which constitutes a finding of public convenience and necessity. The sale of alcohol would require permitting from the State ABC to ensure compliance with all applicable ABC requirements. The Police Department has also reviewed the proposal and expressed no concerns.

Staff believes the proposed sale for on-site consumption of beer and wine with the associated full-service restaurant, and off-sale beer, wine, and distilled spirits at the proposed liquor store would provide a convenience and service to the residents, visitors and employees of the area. The outdoor seating would be limited to eight tables. The proposal is consistent with the surrounding area, including nearby restaurants that sell alcohol for on-site consumption. The limit of eight tables for outdoor seating, would reduce the likelihood of noise or other disturbances to nearby businesses. Additionally, the project would be subject to the City's noise ordinance.

Outdoor seating

The applicant is requesting to modify an existing permitted outdoor seating area to allow for the service of beer and wine in association with the full-service restaurant. The proposed modifications are to comply with ABC requirements that businesses delineate the area where alcohol may be served by erecting a barrier between the allowed service area and the public realm. The seating would be located within the building's footprint on the patio fronting Santa Cruz Avenue as well as within the right-of-way at the front of the building. The outdoor seating is proposed to include eight tables, four of which would be in the right-of-way

and would include moveable planter boxes to delineate the allowed service area, and would maintain the required five foot pedestrian throughway. The anticipated design and materials of the outdoor furniture are included in Attachment A, Exhibit D. Staff believes modifications to the outdoor seating to allow for the service of beer and wine would help activate the project.

Trees and landscaping

The City Arborist reviewed the proposed plans, inspected the site, and determined that an arborist report was not required for this project. All standard Menlo Park heritage tree protection measures would be implemented and ensured as part of condition 1h, specifically for the street trees adjacent to the project site.

Parking and circulation

The proposed building would comply with the Specific Plan parking requirements. The subject site is located in the downtown shared and unbundled parking area, where the required parking for the first 1.0 FAR of the site is covered by the public parking plazas. The existing building currently does not exceed 1.0 FAR, with a total FAR of 0.9, which means the parking plazas provide the required minimum parking for the proposed project. The subject property currently does not include parking on site, and no on-site parking is proposed. While new development exceeding 1.0 FAR in the downtown shared and unbundled parking area is required to provide parking either on site or off site for the portion of the FAR that exceeds 1.0, this requirement does not apply to existing buildings that predate adoption of the Specific Plan when no increase in GFA is proposed.

Further, AB 2097 prohibits public agencies or cities from imposing a minimum automobile parking requirement on most development projects located within a half-mile radius of a major transit stop (Menlo Park Caltrain station being one example). The City's Transportation Division reviewed the proposed project and determined that a transportation demand management (TDM) plan is not required based on the trips associated with the proposed project. Operationally, it is accepted that any parking needs would be satisfied through the existing parking plazas and on-street parking as noted above.

Correspondence

The applicant provided a detailed description of their neighborhood outreach efforts, which included sending a letter describing the proposed project, along with plan and elevation sheets, to 40 local businesses. This information is included in their project description letter. Staff has not received any correspondence on the proposed project.

Conclusion

Staff believes that the materials, and proposed design, as discussed in the project analysis, would be generally compatible with the surrounding buildings in the downtown. The proposed design elements, specifically the repainting of the exterior and modification of the existing sign cabinets with new materials, would update the building's existing design while maintaining the earlier appearance of the building. The existing exterior elements and modifications proposed as part of the project would comply with all relevant Specific Plan design standards and guidelines. The proposed use, a full-service restaurant with outdoor seating and retail liquor store, would be generally compatible with the shopping/dining/gathering nature of Santa Cruz Avenue, would be consistent with relevant Specific Plan Guiding Principles, and would embody a number of the City's General Plan's goals and policies. The requested liquor licenses would serve as a public convenience or necessity in accordance with requirements from the State Alcoholic Beverage Control. 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 proposed project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines, and as such, no additional environmental analysis is required. The proposed project would comply with applicable measures of the Specific Plan's Mitigation, Monitoring, and Reporting Program (Attachment D).

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 500-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 of Approval Adopting Findings for project Use Permit, including project Conditions of Approval
Exhibits to Attachment A
 - A. Project Plans
 - B. Project Description Letter
 - C. Conditions of Approval
 - D. Proposed Outdoor Furniture Concepts
- B. Location Map
- C. Specific Plan Standards and Guidelines Compliance Worksheet
- D. Mitigation Monitoring and Reporting Program (MMRP)

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 REQUEST FOR A USE PERMIT FOR A TYPE-41 LICENSE FROM STATE DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL (ABC) FOR ONSITE ALCOHOL SERVICE (BEER AND WINE ONLY) ASSOCIATED WITH A FULL-SERVICE RESTAURANT AND A TYPE-21 ABC LICENSE FOR OFF-SITE ALCOHOL SALES (BEER, WINE, AND DISTILLED SPIRITS) ASSOCIATED WITH A LIQUOR STORE, DETERMINE THAT THE ON-SALE (BEER AND WINE) AND OFF-SALE (BEER, WINE, AND DISTILLED SPIRITS) AT THIS LOCATION SERVES A PUBLIC CONVENIENCE OR NECESSITY, MODIFY THE LAYOUT OF EXISTING OUTDOOR SEATING AND TO ALLOW FOR THE CONSUMPTION OF BEER AND WINE IN ASSOCIATION WITH A FULL-SERVICE RESTAURANT AND ARCHITECTURAL CONTROL PERMIT FOR EXTERIOR MODIFICATIONS TO AN EXISTING COMMERCIAL BUILDING IN THE SP-ECR/D (EL CAMINO REAL/DOWNTOWN SPECIFIC PLAN) ZONING DISTRICT.

WHEREAS, the City of Menlo Park (“City”) received an application requesting a use permit for a Type-41 license from the State Department of Alcoholic Beverage Control (ABC) for onsite alcohol service (beer and wine only) associated with a full-service restaurant and a Type-21 ABC license for off-site alcohol sales (beer, wine, and distilled spirits) associated with a liquor store, to modify the layout of an existing outdoor seating permit and allow for the consumption of beer and wine associated with a full-service restaurant, and architectural control for exterior modifications to an existing commercial building in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district (collectively, the “Project”) from Dane Bunton (“Applicant”) on behalf of Jason Jacobeit (“Leasee”) and Lindley H Miller Jr Family Partnership (“Owner”) located at 720 Santa Cruz Avenue (APN 071-094-090) (“Property”). The Project use permit and architectural control permit are 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 El Camino Real/Downtown Specific Plan (SP-ECR/D) zoning district, and the El Camino Real Downtown (D) sub-district, which supports a variety of uses including restaurant, retail, and service uses, and office and residential uses; and

WHEREAS, the proposed Project is located in the El Camino Real/Downtown Specific Plan (SP-ECR/D) zoning district and is requesting Type-41 ABC license associated with its proposed full-service restaurant, which is allowed in the SP-ECR/D zoning district through an administrative permit; and

WHEREAS, the proposed Project is located in the El Camino Real/Downtown Specific Plan (SP-ECR/D) zoning district and is requesting Type-21 ABC license for its proposed liquor store, which is allowed in the SP-ECR/D zoning district through a use permit; and

WHEREAS, the applicant has chosen to process the administrative use permit request for the Type-21 ABC license in conjunction with the use permit request; and

WHEREAS, the applicant proposed to modify the use of the previously permitted outdoor seating to include beer and wine service in the outdoor seating area and modify the layout; and

WHEREAS, the proposed Project complies with all objective standards of the SP-ECR/D district and the D sub-district; and

WHEREAS, the findings and conditions for the architectural control would ensure that all City requirements are applied consistently and correctly as part of the project's implementation; 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 ABC license requests were reviewed by the Menlo Park Police Department and did not identify any concerns with the request; and

WHEREAS, the Applicant proposes measures to adequately protect street trees near 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 20, 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 a Type-41 license from the State Department of Alcoholic Beverage Control (ABC) for onsite alcohol service (beer and wine only) associated with a full-service restaurant and a Type-21 ABC license for off-site alcohol sales (beer, wine, and distilled spirits) associated with a liquor store, modification of the layout of an existing outdoor seating permit, and allow for the consumption of beer and wine in association with a full-service restaurant within the outdoor dining area 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. The proposed Project is designed in a manner which is consistent with the goals, policies, and objectives of the General Plan, the El Camino Real-Downtown Specific Plan, and applicable Municipal Code and Zoning Ordinance requirements, and more specifically the Project would be compatible with the surrounding uses. The proposed Project is subject to mitigation measures and conditions of approval and that heritage trees in the area would be protected in compliance with the Heritage Tree Ordinance.
 - b. The proposed project, which includes the onsite sale of alcohol (beer and wine only) associated with a full-service restaurant and also the off-site sale of alcohol (beer, wine, and distilled spirits) associated with a liquor

store would be considered a public convenience or necessity which would be served by the issuance of license to sell alcohol.

- c. The extension of alcohol service (beer and wine only) to the previously approved outdoor seating associated with a full-service restaurant would maintain unimpeded pedestrian access on the public right-of-way. The appropriate barriers as required by the ABC to delineate the area of beer and wine service within the outdoor seating would be implemented subject to City approval per the recommended conditions.
- d. The proposed project would be compliant with the parking requirements for the SP/ECR-D Zoning District as the subject site is located in the downtown shared and unbundled parking area, which indicates that the parking for the first 1.0 FAR of the building is covered by the public parking plazas. Additionally, as the project is located within one-half mile of a Caltrain station, no parking is required per AB 2097.
- e. 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 commercial neighborhood.

Section 3. Architectural Control Findings. The Planning Commission of the City of Menlo Park does hereby make the following Findings:

The approval of the architectural control for modifications to the façade of an existing commercial building in the SP/ECR-D Zoning District which include repainting of the façade and modifications to the materials of the existing sign cabinets is granted based on the following findings, which are made pursuant to Menlo Park Municipal Code Section 16.68.020:

1. That the general appearance of the structures is in keeping with character of the neighborhood; in that, the change of materials and exterior modifications will comply with the SP-ECR/D zoning district objective standards and will provide visual interest along the streetscape.
2. That the development will not be detrimental to the harmonious and orderly growth of the city; in that, the project is a remodel project. The proposed Project is designed in a manner that is consistent with all applicable requirements of the City of Menlo Park Municipal Code and the Specific Plan.
3. That the development will not impair the desirability of investment or occupation in the neighborhood; in that, the Project consists of exterior and interior modifications consistent with the Municipal Code. The proposed materials and colors will be compatible with the appearance of the existing

neighboring buildings. Therefore, the Project would not impair the desirability of investment or occupation in the neighborhood.

4. That the development provides adequate parking as required in all applicable city ordinances and has made adequate provisions for access to such parking; in that, parking for the parcel is provided by the parking plazas.
5. That the project is consistent with applicable specific plan regulations and guidelines, as verified in detail in the Standards and Guidelines Compliance Worksheet attached to the May 20, 2024, Planning Commission staff report.

Section 4. Conditional Use Permit. The Planning Commission approves Use Permit No. PLN2024-00008, 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 5. Architectural Control Permit. The Planning Commission approves Architectural Control Permit No. PLN2024-00008, which 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 Architectural Control Permit is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C

Section 6. 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 7. 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 20, 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
- D. Proposed outdoor furniture concept

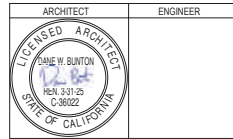
SOMM CELLARS WINE

720 SANTA CRUZ AVENUE
MENLO PARK, CA 94025

Studio | BANAA
architecture
planning
interiors

2169 FOLSOM STREET, #S106
SAN FRANCISCO, CA 94110
[T] (415) 610-8100
www.studiobanaa.com

<p>PROJECT DESCRIPTION</p> <p>RENOVATION OF PREVIOUS RESTAURANT - CAFE TO HOST A NEW WINE BAR + RESTAURANT WITH AN ACCESSORY RETAIL COMPONENT FOR SOMM CELLARS WINE.</p> <p>SCOPE OF WORK TO INCLUDE:</p> <ul style="list-style-type: none"> INSTALLATION OF FULL SERVICE KITCHEN INCLUDING TYPE I HOOD AND NEW GREASE TRAP STORAGE AREAS FOR WINE AND FOOD PURPOSES NEW CUSTOMER FACING WINE AND BEER BAR MILLWORK FOR STORAGE AND DISPLAY OF WINE SMALL ACCESSORY GROCERY COMPONENT TO PAIR WITH WINES 	<p>LIST OF DRAWINGS</p> <p>ARCHITECTURAL</p> <ul style="list-style-type: none"> A0.0 PROJECT INFORMATION A0.2 TREE PROTECTION REQUIREMENTS A1.0 SITE PLAN A2.0 FLOOR PLAN - EXISTING/ DEMOLITION A2.1 FLOOR PLAN - PROPOSED A4.0 ROOF PLAN A5.0 EXTERIOR ELEVATIONS + SECTIONS A5.1 PROPOSED STREET SECTIONS A6.0 BUILDING SECTIONS 	<p>PROPOSED EXTERIOR + INTERIOR VIEWS</p>
<p>PROJECT DIRECTORY</p> <p>CLIENT SOMM WINE CELLARS JASON JACOBETT, OWNER ERIN DOWNING, PROJECT MANAGER (646) 247-1108 edowning@sommdrinksusa.com 720 SANTA CRUZ AVE MENLO PARK, CA 94025</p> <p>MEP ENGINEERS ACES ENGINEERS NAZAR MISCHUK, PROJECT MANAGER 400 N. MCCARTHY BLVD MILPITAS, CA 95035, STE. 250 (408) 522-5255 X 108</p> <p>ARCHITECT BLUNTON MOUSAVI ARCHITECTURE INC. 4333 "Studio BANAA" 2169 FOLSOM ST. #S106 SAN FRANCISCO, CA 94110</p> <p>DANE BLUNTON, RA PRINCIPAL ARCHITECT db@studio-banaa.com (510) 612-7758</p>	<p>AREA PLAN (EXISTING AND PROPOSED - NO CHANGE)</p>	<p>BUILDING DATA</p> <p>BUILDING ADDRESS: 720 SANTA CRUZ AVE MENLO PARK, CA 94025</p> <p>BUILDING USE: COMMERCIAL (NO CHANGE)</p> <p>TYPE OF USE: FULL SERVICE RESTAURANT (EXISTING) FULL SERVICE RESTAURANT + RETAIL (PROPOSED)</p> <p>TYPE OF OCCUPANCY: A-2 (EXISTING) B + M (PROPOSED NON SEPARATED OCCUPANCIES)</p> <p>ZONING: SP-EOR-D</p> <p>APN: 071-094-090</p> <p>LOT AREA: 4490.25 SF</p> <p>BUILDING AREA: 4,039 SF GROSS (NO CHANGE)</p> <p>% LOT COVERED: 100%</p> <p>FAR: .9</p> <p>PARKING: NO DEDICATED OFF STREET PARKING, PUBLIC LOTS AND STREET PARKING AVAILABLE NEARBY.</p> <p>CONSTRUCTION TYPE: V-B</p> <p>FIRE PROTECTION: NOT SPRINKLERED</p>
<p>CODES AND REGULATIONS</p> <p>2022 CALIFORNIA BUILDING CODE 2022 CALIFORNIA ELECTRICAL CODE 2022 CALIFORNIA MECHANICAL CODE 2022 CALIFORNIA PLUMBING CODE 2022 CALIFORNIA GREEN BUILDING CODE 2022 CALIFORNIA BUILDING ENERGY EFFICIENCY STANDARDS, TITLE 24 2022 CALIFORNIA FIRE CODE ALL OTHER APPLICABLE STATE AND LOCAL CODES AND ORDINANCES</p> <p>IN EVENT OF CONFLICTS IN CODE REQUIREMENTS, THE MOST STRINGENT REQUIREMENTS SHALL APPLY. ANY CONFLICTS BETWEEN THE CONSTRUCTION DOCUMENTS AND ABOVE CODES AND ORDINANCES SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT AND OWNER FOR RESOLUTION BEFORE PROCEEDING WITH WORK.</p>	<p>VICINITY MAP</p>	<p>PROPOSED MENU</p> <p>WINE BAR</p> <ul style="list-style-type: none"> CHEESE CART: ASSORTED CHEESES, SIMPLE ACCOUTREMENTS CELESTY MACHE, HOUSEMADE JAM + VINAIGRETTE, TOASTED BREAD <p>FIRST COURSES:</p> <ul style="list-style-type: none"> HOUSE MADE BREAD + BUTTER <p>COLD</p> <ul style="list-style-type: none"> OLIVES 2 TINED FISH SELECTIONS (SERVED WITH A SMALL SALAD + TOAST) CHARCOTERE BOARD, PICKLES (3+ SELECTIONS) SALAD COMPOSEE: QUARTET OF SEASONAL GREENS, VINAIGRETTE CRUDITE (3+ VEGETABLES) WITH DIPPING SAUCE COMPOSED CARROTTISH (1 SELECTION ROTATING SEASONALLY) <p>NOT</p> <ul style="list-style-type: none"> BUTTERED SHISHITOS SHRIMPAL KALLO, TOASTED BAGUETTE MINILOSTER ROLLS, CHIVES, BROCCOLE <p>SANDWICHES:</p> <ul style="list-style-type: none"> GRILLED BROCCOLINI MELT, HOUSE MADE BAGUETTE SWEET POTATO + QUINOA BURGER, FRIES OR SALAD BURGER/CHEESEBURGER, FRIES OR SALAD <p>MANS</p> <ul style="list-style-type: none"> 1/4, 1/2 WHOLE ROAST CHICKEN, POTATO PUREE, GREENS NEW YORK STRIP STEAK FRITES, RED BURGUNDY SAUCE WHOLE GRILLED PORKY, SALSA VERDE WHOLE ROASTED CARAMEL CABBAGE, SAUTEED MUSHROOMS, BREAD CRUMBERS <p>SIDES</p> <ul style="list-style-type: none"> FRENCH FRIES GRILLED ASPRAGUS HARICOTS VERTS BROCCOLINI <p>DESSERTS</p> <ul style="list-style-type: none"> 3 SELECTIONS - 1 FRUIT BASED AND 1 CHOCOLATE BASED (TARTS, PIES, COOKIES, ETC.) EXAMPLE: <ul style="list-style-type: none"> 15 LAYER CITRUS CAKE FRESH STRAWBERRIES, VANILLA BEAN ICE CREAM



GENERAL NOTES

- This sheet is part of a set and is not to be used alone.
- This sheet is not to be used for construction unless the architect's stamp and signature appear on the drawings and the status box indicates drawings have been released for construction.
- These plans and prints, drawn, as instruments of service, are owned by the architect and are for use on this project only. Reproduction and/or distribution without the prior written consent of the architect is forbidden.
- Copyright Blunton Mousavi Architecture Inc. 2024

NO.	REMARKS	DATE
1	PLANNING REV1	02/16/2024
3	PLANNING REV3	04/26/2024

KEY

PLANNING DEPARTMENT
SUBMITTAL

SOMM CELLARS WINE

720 SANTA CRUZ AVE
MENLO PARK, CA 94025

PROJECT INFORMATION

Date: 03/11/2024
Scale: 1" = 20'-0"
Project Number: 23022

Drawing Number: **A0.0**

HERITAGE TREE ORDINANCE ADMINISTRATIVE GUIDELINES

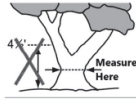
Public Works
701 Laurel St, Menlo Park, CA 94025
tel 650-330-6780



Background
These administrative guidelines are supplemental procedures to further explain how to comply with the heritage tree ordinance and are to be read with it.

- 13.24.060 Definitions
Section 13.24.050(A)(9) identifies special provisions for an oak tree which is native to California.

Multi-trunk trees, where the trunk splits at 4.5 feet above the ground or less, are measured below the main union. See figure below:



Multi-stemmed trees with a union occurring below the existing grade shall be considered individual trees and diameter measurements will be taken for each individual stem to determine trunk diameter.

As of July 1, 2020, the City Council has not designated any trees under Menlo Park Municipal Code Section 13.24.060(C).

13.24.050 Permits and decision making criteria for removal
Applicants who submitted a heritage tree permit application before March 16, 2020, have the option to have their applications reviewed under (a) the current ordinance or (b) the updated ordinance.

Picture #2: Close up image of tree trunk with the notice visible

- 13.24.060 Appeals
In addition to Section 13.24.060(1):
• The purpose of review period is to allow appeals to be processed in an appropriate, meaningful, and efficient manner...

Under Section 13.24.060(C), the appeal fee is nonrefundable if the appellant withdraws his/her appeal after seven (7) days of payment.

- Under Section 13.24.060(D):
• If the appellant is the permit applicant, he/she may submit the same design alternatives as when the heritage tree removal permit application was submitted...

Upon request by either party, the City may extend the review period (up to 60 days from the appeal file date) for the applicant to provide additional evidence and strategies on preserving the heritage trees.

13.24.070 Establishment of heritage tree fund
Funds authorized to be used for site modifications and underlying treatments (such as concrete excavation, installation of structural soils, permeous pavers, Silva Cells, and cantilever sidewalks) to facilitate tree planting, limit infrastructure conflicts, and promote healthy tree growth.

13.24.080 Administrative guidelines
Before amending these Guidelines, the public works director shall make all proposed amendments available for public review and comment for 30 days by posting the amendments on the City's website.

13.24.090 Heritage tree replacements
Under Section 13.24.060 (1), an approved replacement tree list is not provided as site conditions are unknown and will vary from each property.

- Deciduous tree (lose their leaves in winter)
• Acoulade elm (Ulmus 'Morton')
• Black oak (Quercus kelloggii)
• Black walnut (Juglans hindsii)
• Blue oak (Quercus douglasii)
• California sycamore (Platanus racemosa)
• Chinese flame (Koeleria bipinnatis)
• Chinese pistache (Platanis chinensis)
• Chinese tallow (Triadica sebifera)

PW rev 20200601

If an applicant submitted a non-developmental related application before July 1, 2020, and chose to be reviewed under the updated ordinance, he/she will be granted an exception to use an arborist who is not on the City-approved consulting arborist list.

The City is slowly transitioning from the use of paper applications to the use of an online permitting system. Permit applicants can submit electronic permit applications online at menlopark.org/onlinepermits.

The City will continue to allow paper submissions until October 1, 2020, with a few exceptions. For instance, those who do not have internet access may contact staff at 650-330-6780 for assistance.

The determination in granting or denying a permit shall in most instances be based on the articulated criteria in Municipal Code Section 13.24.050(A).

- 1. Death:
• Permit applicants need to submit these documents to confirm the tree is dead:
• Images to show the tree does not have living foliage. This does not apply to deciduous tree during winter months when these trees are typically dormant or.
• An arborist report from city approved arborist stating the tree is dead.

2. Tree risk rating:
Considerations:
• Tree risk assessment is a systematic process used to identify, analyze and evaluate tree risk. Risk is assessed by categorizing or the likelihood (probability) of occurrence (failure), the likelihood of impacting a target, and the severity of consequences should failure occur to determine a risk rating.

The following documentation may be used to support Criteria 2:
• Evidence that the tree risk rating cannot be mitigated to low residual risk rating (through pruning, cabling, bracing or other means), as reported by a City-approved consulting arborist.

3. Tree health rating:
Intolerance to adverse site conditions can include factors such as soil or water salinity, exposure to sun or wind, or increasingly high temperatures, or overcrowded growing conditions.

Table 4.1 of the Guide for Plant Appraisals, 10th Edition, or its successor manual, defines tree health as the following:
• Excellent rating - High vigor and nearly perfect health with little or no twig dieback, discoloration, or defoliation.

- Good rating - Vigor is normal for the species. No significant damage due to diseases or pests. Any twig dieback, defoliation, or discoloration is minor.
• Fair rating - Reduced vigor. Damage due to insects or diseases may be significant and associated with defoliation but is not likely to be fatal. Twig dieback, defoliation, discoloration, and/or dead branches may comprise up to 50% of crown.
• Poor rating - Unhealthy and declining in appearance. Poor vigor. Low foliage density and poor foliage color are present. Potentially fatal pest infestation. Extensive twig and/or branch dieback.
• Very poor rating - Poor vigor. Appears to be dying and in the last stages of life. Little live foliage.

- 4. Species:
The trees listed below have been designated by the city arborist to be invasive or low desirability species. Note that heritage tree removal permits are still required for the removal of these trees in order to verify accurate species and document replacement tree planting conditions. The permit issuance may be expedited as no appeals are allowed.

PW rev 20200601

- Glossy privet (Ligustrum lucidum)
• Mexican fan palm (Washingtonia robusta)
• Myoporum (Myoporum laetum)
• Purple leaf plum (Prunus cerasifera 'Atropurpurea')
• Red trestle eucalyptus (Eucalyptus sideroxylon)
• Tree of heaven (Ailanthus altissima)

5. Development:
Schematic diagrams that demonstrate the feasibility/viability of alternative design(s) that preserve the tree, including utilizing zoning ordinance variances that would preserve the tree.

- The following documentation may be required to support criterion 6:
• Schematic diagrams that demonstrate the feasibility/viability of alternative design(s) that preserve the tree, including utilizing zoning ordinance variances that would preserve the tree.

Removal applications based on shading interference with proposed solar facilities shall employ the following screening criteria before applying the feasibility guidance above:
• Can the proposed array be ground mounted or positioned elsewhere to avoid shading by tree
• Can pruning resolve the conflict?
• Is the proposed array sized appropriately

- 6. Utility Interference (Criterion 6):
The following documentation may be required to support criterion 6:
• Schematic diagrams that demonstrate the feasibility/viability of alternative design(s) that preserve the tree, including utilizing zoning ordinance variances that would preserve the tree.

According to Section 13.24.050(b) notching requirements:
For decisions made under either Criterion 5 or 6, staff will email a city-issued notice to the applicant who is expected to post the notice.

- Notice posting instructions:
1. Print out city issued notice on an 11" by 17" yellow-colored paper or pick up a copy of the notice at the front building counter at City Hall.
2. Complete the date, site, number, and type of trees, and the reason for removal (consistent with the stated City approved authorization for removal, e.g., severe pest and disease infection).
3. Place the notice so it is visible to the public. If the tree is in front of the property, either staple the notice on the tree, tie it around the tree, or hang it on the tree. If the tree is not visible to the public, place the notice in the front of the property so it is visible from the public street.

PW rev 20200601

- Pecan (Carya iliciformis)
• Rotterdamia sweetgum (Liquidambar styraciflua 'Rotundiloba')
• Shadblow locust (Gleditsia triancorticus var. 'inermis' 'Shadblowstar')
• Silver Indlen (Tilia tomentosa)
• Texas red oak (Quercus buckleyi)
• Valley oak (Quercus lobata)
• Western catappa (Catappa speciosa)

- Evergreen trees (retain their leaves in the winter)
• Alfian fern pine (Athorparia greggii)
• Arizona cypress (Hesperocyparis arizonica)
• Atlas cedar (Cedrus atlantica)
• Anacardo tree (Persea Americana)
• Brisbane box (Lophositemon confertus)
• Cajeput tree (Melaleuca quosvencoana)
• California bay laurel (Umbellularia californica)
• Camphor tree (Cinnamomum camphora)
• Canary island pine (Pinus canariensis)
• Cardo tree (Caratonia siliqua)
• Catalina ironwood (Lyronthamnus forburndunsi)
• Coast live oak (Quercus agrifolia)
• Cork oak (Quercus suber)
• Decidral cedar (Cedrus decolorata)
• Inermis cedar (Calocedrus decurrens)
• Island oak (Quercus tomentella)
• Lemon-scented gum (Corymbia obtusoides)
• Peruvian pepper (Schinus molle)
• Red flowering gum (Corymbia ficifolia)
• Saratoga laurel (Laurea nobilis 'Saratoga')
• Silk oak (Grevillea robusta)
• Silver leaf oak (Quercus hypoleucoides)
• Spotted gum (Corymbia maculata)
• Torrey pine (Pinus torreyana)

In reference to Section 13.24.060(2), applicants may use the following monetary value of the replacement trees to help design their landscape plans for development-related removals:

- One (1) 45 container - \$100
• One (1) #15 container - \$200
• One (1) 18-inch tree box - \$400
• One (1) 36-inch tree box - \$1,200
• One (1) 48-inch tree box - \$5,000
• One (1) 60-inch tree box - \$7,000

To be eligible for the in lieu fee, applicants must explain why the value of the replacement trees are not equal to the appraised value of the removed heritage trees.

In reference to Section 13.24.060 (3) for decisions made under Criteria 1, 2, 3, or 4, the monetary value of a replacement tree correlates with the size of the heritage tree trunk diameter (measured from 54 inches above grade). For every heritage tree proposed for removal, it must be replaced by the following replacement tree requirement:

- An oak heritage tree with a trunk diameter of 10 to 15 inches has a minimum replacement tree requirement of one (1) #45 container. The monetary value is \$100.
• Any heritage tree with a trunk diameter of greater than 15 inches to 20 inches has a minimum replacement tree requirement of one (1) #15 container. The monetary value is \$200.
• Any heritage tree with a trunk diameter of greater than 20 inches to 30 inches has a minimum replacement tree requirement of one (1) 24-inch tree box. The monetary value is \$400.
• Any heritage tree with a trunk diameter of greater than 30 inches to 40 inches has a minimum replacement tree requirement of one (1) 36-inch tree box. The monetary value is \$1,200.
• Any heritage tree with a trunk diameter of greater than 40 inches to 50 inches has a minimum replacement tree

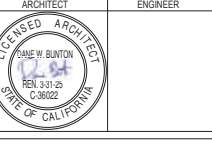
PW rev 20200601

- requirement of one (1) 48-inch tree box. The monetary value is \$5,000.
• Any heritage tree with a trunk diameter of greater than 50 inches has a minimum replacement tree requirement of one (1) 60-inch tree box. The monetary value is \$7,000.

Applicants shall submit written statements or landscape plans to describe how they will fulfill the replacement tree requirements. The submissions shall include: (a) the replacement tree species, (b) the container size, (c) the planting location, and (d) an in lieu fee payment, if applicable.

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Table with 3 columns: NO, REMARKS, DATE

KEY

PLANNING DEPARTMENT SUBMITTAL

SOMM CELLARS WINE

720 SANTA CRUZ AVE

MENLO PARK, CA 94025

TREE PROTECTION REQUIREMENTS

Date 03/11/2024 Drawing Number A0.2

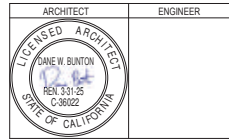
Scale Project Number 23022

GENERAL NOTES

1. ALL SITE FEATURES ARE EXISTING TO EXISTING TO REMAIN, THERE WILL BE NO DEMOLITION OR NEW WORK OUTSIDE OF THE BUILDING ENVELOPE.

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NO.	REMARKS	DATE

KEY

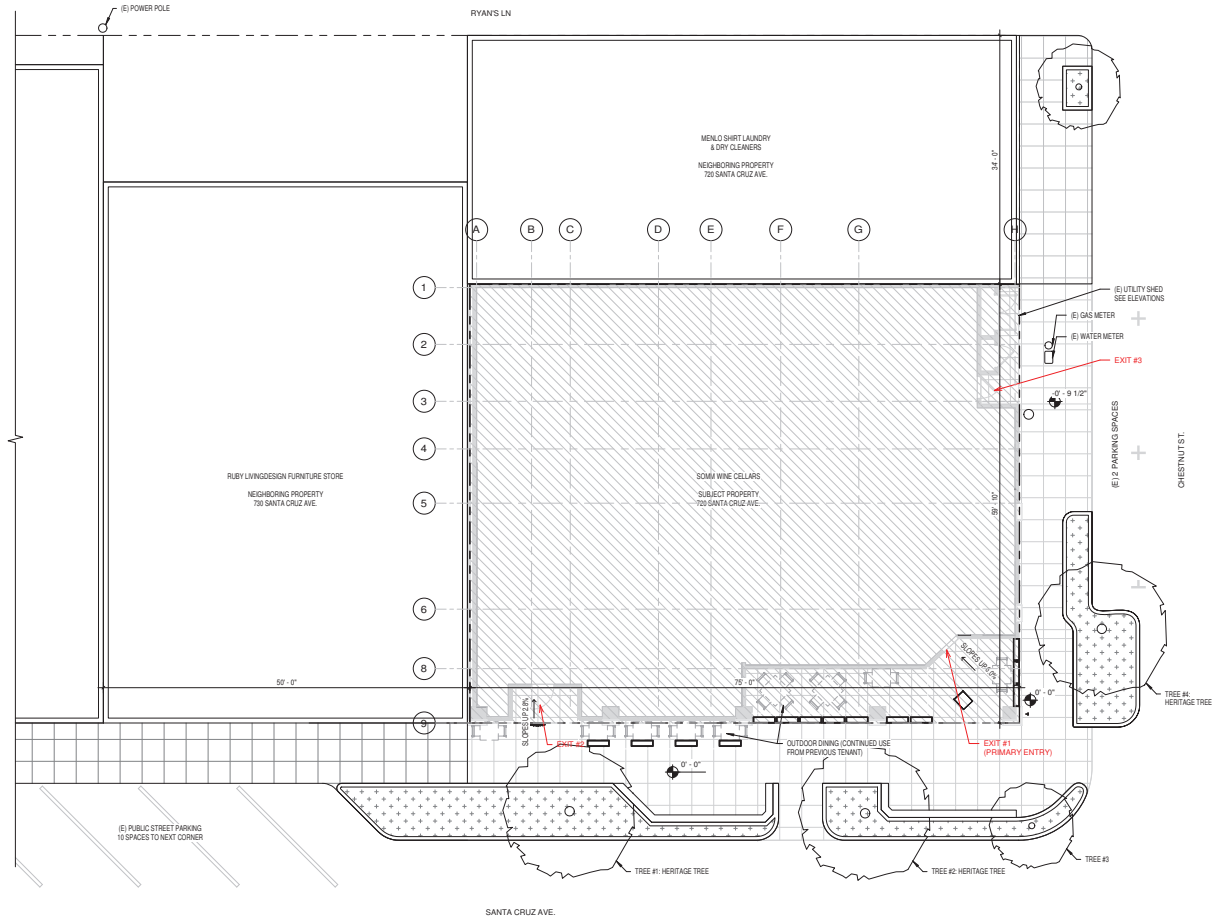
PLANNING DEPARTMENT
 SUBMITTAL

SOMM CELLARS WINE

720 SANTA CRUZ AVE
 MENLO PARK, CA 94025

SITE PLAN

Date	03/11/2024	Drawing Number	A1.0
Scale	As indicated	Project Number	23022

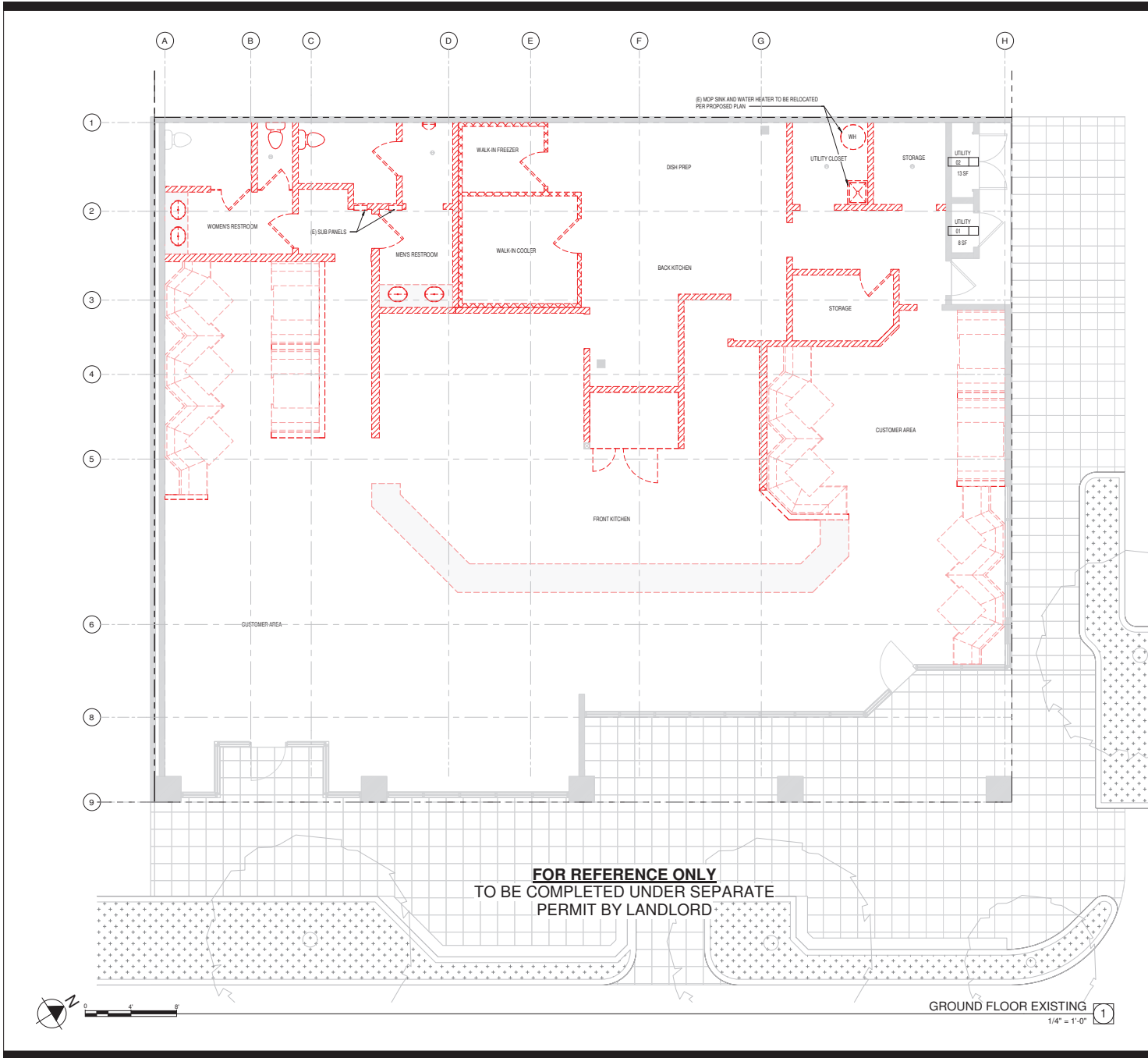


SITE PLAN (NO CHANGE) 1
 1/8" = 1'-0"

LEGEND

	PROPERTY LINE
	PLANTING AREA
	DEMOLISHED ELEMENTS
	SUBJECT PROPERTY



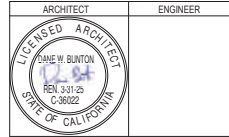


GENERAL NOTES

1. DEMOLITION IS SHOWN FOR REFERENCE ONLY. DEMOLITION PERMIT WILL BE PURSUED SEPARATELY BY LANDLORD.

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NO.	REMARKS	DATE

KEY

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SOMM CELLARS WINE

720 SANTA CRUZ AVE
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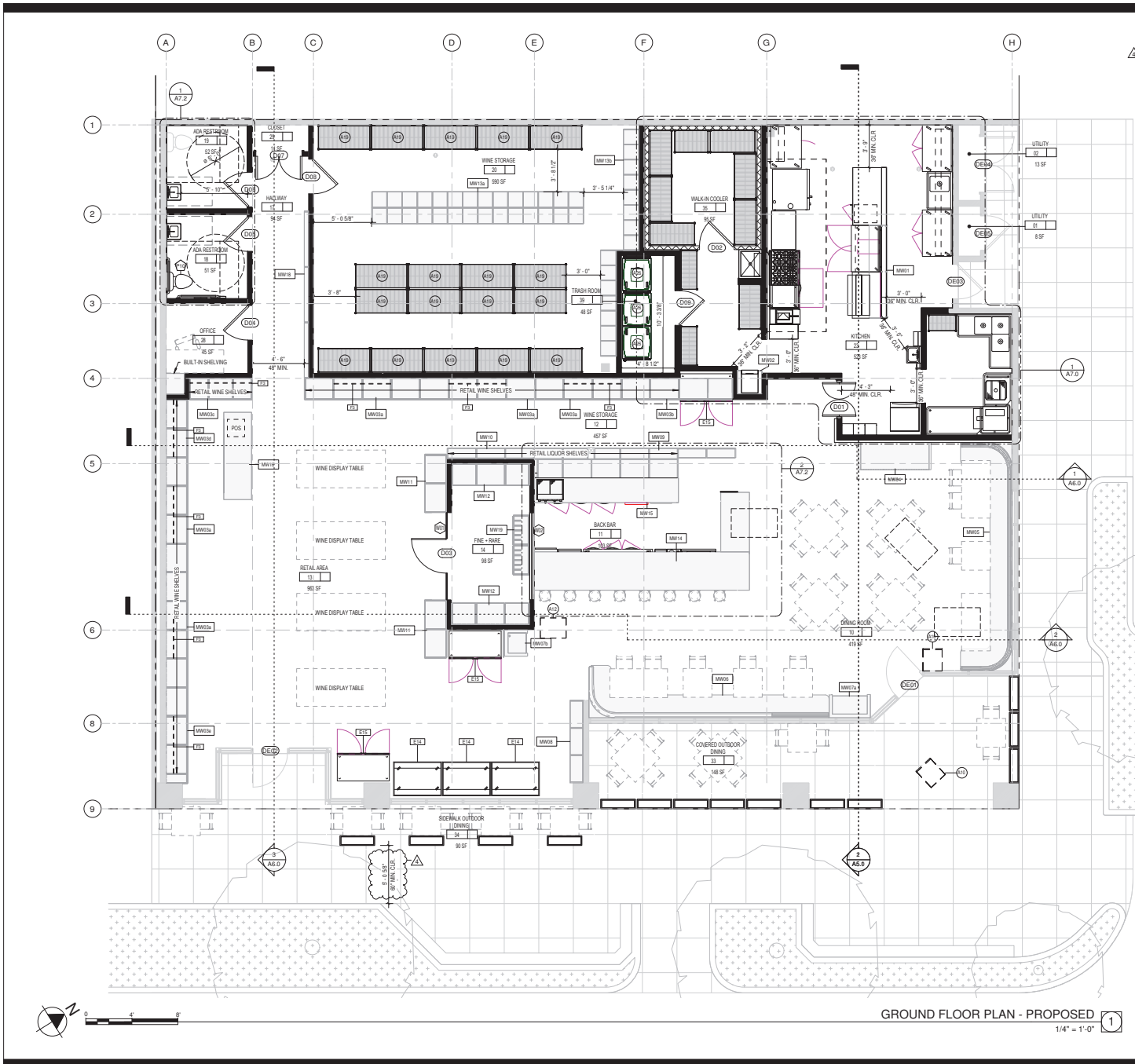
**FLOOR PLAN - EXISTING/
 DEMOLITION**

LEGEND

- EXISTING WALL TO REMAIN
- DEMOLISHED WALL
- ADJACENT UNIT, REFERENCE ONLY NOT IN SCOPE

Date: 03/11/2024
 Scale: As indicated
 Project Number: 23022

Drawing Number:
A2.0



GROUND FLOOR PLAN - PROPOSED
1/4" = 1'-0"

GENERAL NOTES

1. WINE TASTING EVENTS SHALL OCCUR ONLY IN THE SOMM CELLARS LIQUOR STORE PORTION OF THE SPACE IN ACCORDANCE WITH ABC REGULATIONS.

KEYNOTES

- EQUIPMENT KEYNOTES**
- MARK DESCRIPTION
 - E01 RATIONAL OVEN
 - E02 16-24 CHICKEN ROTISSERIE
 - E03 6 BURNER RANGE
 - E04 GRIDDLE
 - E05 FRYER
 - E06 WORKTOP FREEZER
 - E08 CHEF'S BASE
 - E09 PLATE HOLDER BASE
 - E10 HOLDING CABINET
 - E11 WORKTOP REFRIGERATOR
 - E12 DEEP WORKTOP REFRIGERATOR
 - E14 REFRIGERATED PRODUCE DISPLAY
 - E15 REACH IN REFRIGERATOR
 - E16 BACK BAR REFRIGERATOR
 - E17 BACK BAR REFRIGERATOR
 - E18 UNDERBAR DRAINBOARD
 - E19 36" ICE BIN
 - E20 ESPRESSO MACHINE
 - E22 FOOD WARMER - 60"
 - E23 FOOD WARMER - 42"
 - E24 TYPE I HOOD, SEE MECH. DRAWINGS
- ACCESSORIES KEYNOTES**
- MARK DESCRIPTION
 - A01 PREP. TABLE, 30" x 30"
 - A02 PREP. TABLE, 30" x 60"
 - A04 WIRE SHELVING, 18" x 30"
 - A06 WIRE SHELVING, 18" x 42"
 - A08 WIRE SHELVING, 24" x 48"
 - A09 WIRE SHELVING, 24" x 36"
 - A10 HOST STAND
 - A11 EMPLOYEE LOCKERS
 - A12 MOVABLE WINE CART
 - A13 WALL SHELF
 - A14 WALL SHELF
 - A15 WALL SHELF
 - A16 WALL SHELF
 - A18 UTILITY SHELF
 - A19 WAREHOUSE SHELVING
 - A20 SINGLE-USE TOWEL DISPENSER
 - A21 LIQUID SOAP DISPENSER
 - A22 WIRE SHELVING
 - A23 TOILET SEAT COVER DISPENSER
 - A24 TOILET TISSUE DISPENSER
 - A25 ADA GRAB BAR
 - A26 96 GALLON TRASH BIN

MILLWORK KEYNOTES

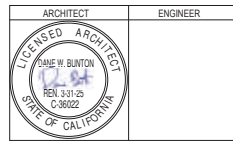
NUMBER	QUANTITY	DESCRIPTION	REF. DRAWING
MW01	1	PASS-THROUGH	7/AB.0
MW02	1	WATER DISPENSER CABINET	7/AB.0
MW03a	5	WINE SHELVING	2/AB.1
MW03b	1	WINE SHELVING	7/AB.1
MW03c	1	WINE SHELVING	3/AB.1
MW03d	1	WINE SHELVING	4/AB.1
MW03e	1	WINE SHELVING	5/AB.1
MW03f	1	WINE SHELVING	6/AB.1
MW04	1	SERVICE STATION	4/AB.0
MW05	1	BANQUETTE	3/AB.0
MW06	1	BANQUETTE	3/AB.0
MW07a	1	SERVICE STATION	7/AB.0
MW07b	1	SERVICE STATION	4/AB.0
MW08	1	WINE SHELVING	2/AB.0
MW09	1	WINE SHELVING	7/AB.2
MW10	1	WINE SHELVING	7/AB.2
MW11	2	WINE SHELVING	2/AB.2
MW12	2	WINE SHELVING	3/AB.2
MW13a	1	STORAGE SHELVING	2/AB.3
MW13b	1	STORAGE SHELVING	3/AB.3
MW14	1	FRONT BAR	2/AT.2
MW15	1	BACK BAR	2/AT.2
MW16	1	POS. STATION	3/AB.2
MW17	1	CILING PRICE	7/AB.2
MW18	1	WINE SHELVING	2/AB.4
MW19	1	WINE DISPLAY	7/AB.4

LEGEND

- NEW WALL
- - - EXISTING WALL TO REMAIN
- XXXXXX DEMOLISHED WALL
- ▤ PREFAB COOLER WALL
- ⊕ DOOR TAG
- ⊙ WINDOW TAG

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NO.	REMARKS	DATE
1	PLANNING REV1	02/16/2024
2	PLANNING REV2	02/25/2024
4	PLANNING REV4	02/16/2024

KEY

PLANNING DEPARTMENT
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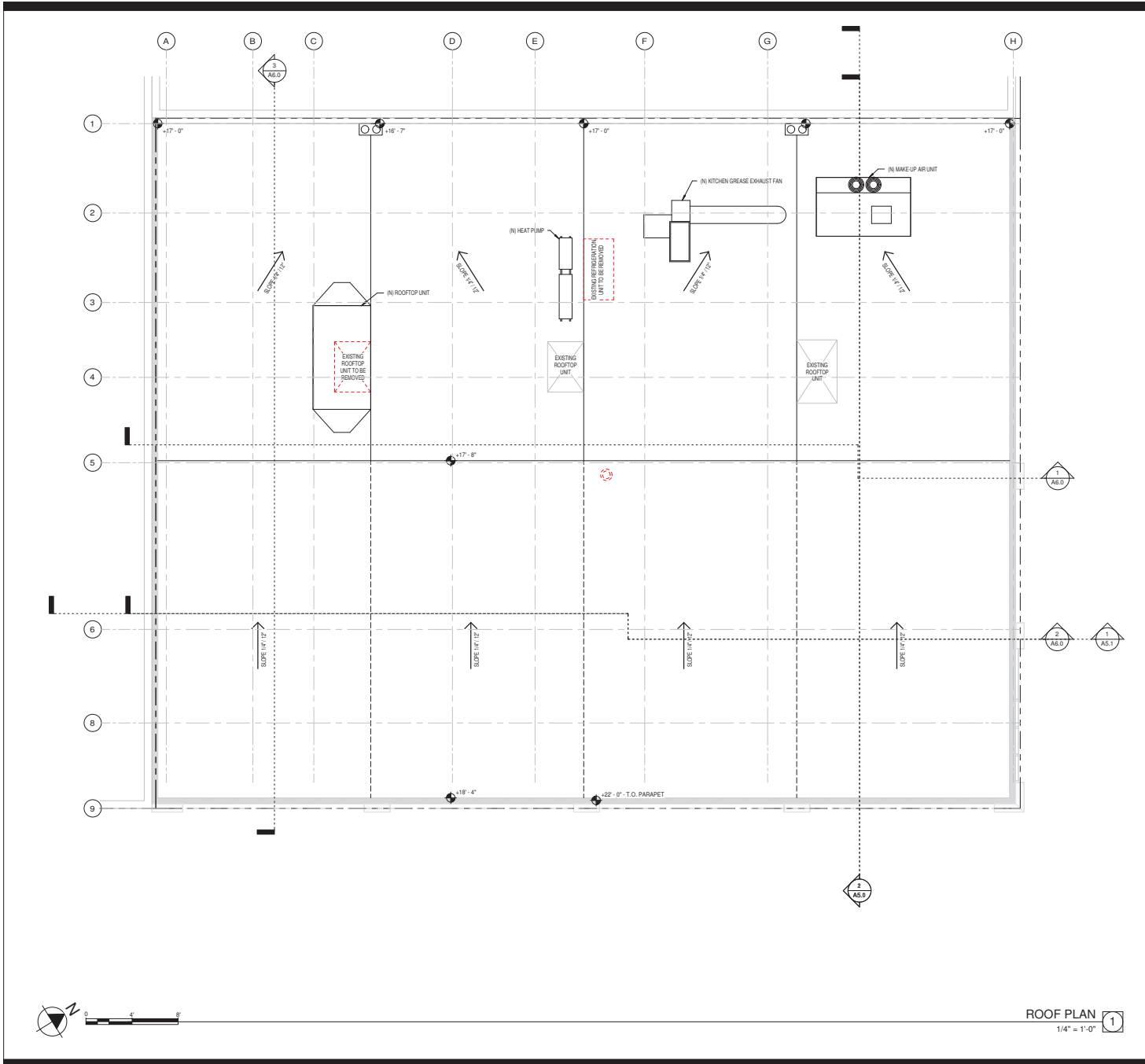
SOMM CELLARS WINE

720 SANTA CRUZ AVE
MENLO PARK, CA 94025

FLOOR PLAN - PROPOSED

Date: 03/11/2024
Scale: As Indicated
Project Number: 23022

Drawing Number: **A2.1**

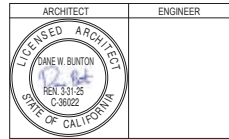


GENERAL NOTES

1. ROOF PLAN SHOWN FOR REFERENCE, SEE MECHANICAL DRAWINGS FOR DETAILS.

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NO.	REMARKS	DATE

KEY

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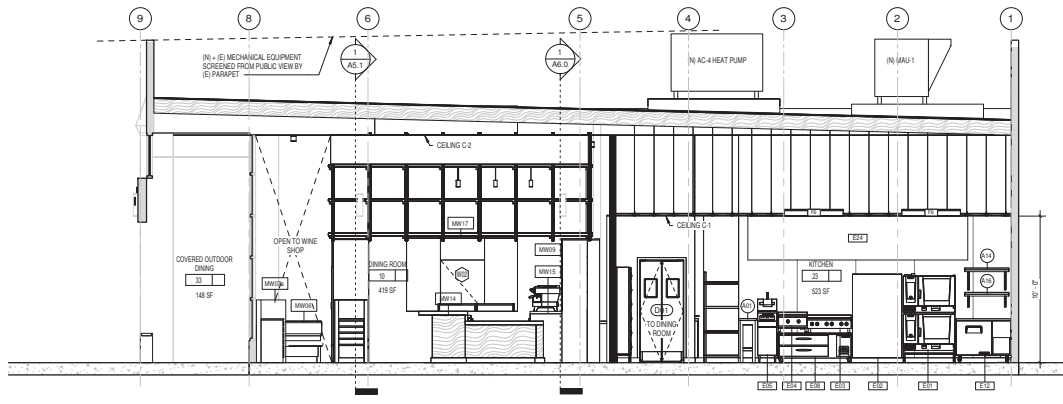
ROOF PLAN



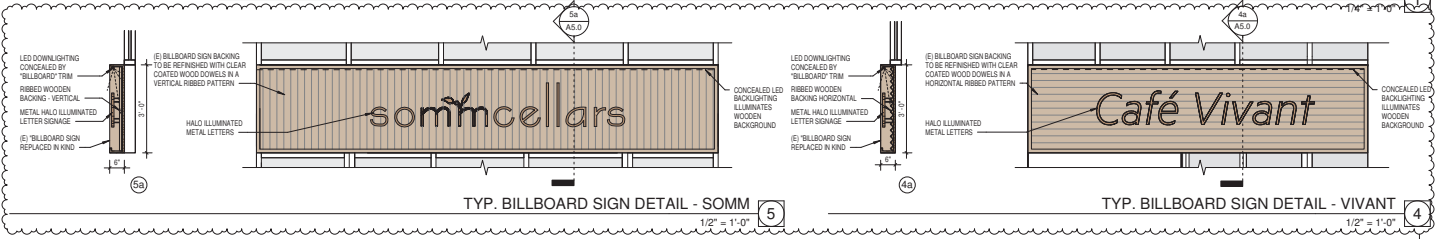
ROOF PLAN 1
 1/4" = 1'-0"

Date: 03/11/2024
 Scale: As indicated
 Project Number: 23022

Drawing Number: **A4.0**



BUILDING SECTION



TYP. BILLBOARD SIGN DETAIL - SOMM

TYP. BILLBOARD SIGN DETAIL - VIVANT



CHESTNUT STREET ELEVATION



SANTA CRUZ AVE. ELEVATION

GENERAL NOTES

1. THE ADDRESS SHALL BE PROVIDED WITH APPROVED ADDRESS IDENTIFICATION. THE ADDRESS SHOULD BE LEGIBLE AND PLACED IN A POSITION VISIBLE FROM THE STREET, NEAR THE MAIN ENTRANCE OF EACH OCCUPANCY.
2. EXTERIOR WORK IS LIMITED TO PAINT AND SIGNAGE ON THE SANTA CRUZ AVE AND CHESTNUT STREET FACADES. SEE PROPOSED COLOR ELEVATIONS ON SHEET A-1. PROPOSED PAINT FOR FACADE IS SHERWIN WILLIAMS SW 7069 IRON ORE.
3. "CAFE VIVANT" IS A WORKING TITLE FOR THE RESTAURANT COMPONENT OF SOMM CELLARS.
4. SANTA CRUZ AVENUE FRONTAGE IS 75'-0". ALLOWING FOR A MAXIMUM SIGNAGE AREA OF 100 SF, CHESTNUT STREET IS THE SECONDARY FRONTAGE WHICH IS ALLOWED 50% OF THE PRIMARY FRONTAGE FOR SIGNAGE AREA = 50 SF.
5. MITIGATION MEASURE 60-3A LIMITS UPWARD EXTERIOR LIGHTING. SO PROJECT SHOULD BE DESIGNED WITH CUTOFF SHIELDS OR SIMILAR MEASURES.
6. EXTERIOR LIGHTING TO BE CONTROLLED BY A TIMER SET TO TURN OFF AT THE EARLIEST PRACTICABLE HOUR.
7. EXTERIOR LIGHTING TO USE MINIMUM WATTAGE FIXTURES TO ACHIEVE REQUIRED LIGHTING LEVELS.

SIGNAGE CALCULATION

SANTA CRUZ AVE:
 • SOMM CELLARS SIGN: 8' X 1' - 8" = 13 SF
 • CAFE VIVANT SIGN: 7' - 6" X 1' - 6" = 8.75 SF

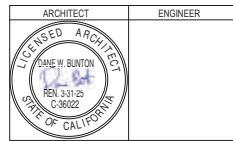
SANTA CRUZ AVE. TOTAL PROPOSED: 21.75 SF
 SANTA CRUZ AVE. MAX ALLOWABLE: 100 SF
 31.75 SF PROPOSED < 100 SF ALLOWABLE

CHESTNUT ST:
 CAFE VIVANT SIGN: 7' - 6" X 1' - 2" = 8.75 SF
 CHESTNUT ST. TOTAL PROPOSED: 8.75 SF
 CHESTNUT ST. MAX ALLOWABLE: 87 SF
 8.75 SF PROPOSED < 87 SF ALLOWABLE

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NO.	REMARKS	DATE
1	PLANNING REV1	03/16/2024
3	PLANNING REV3	04/26/2024

KEY

PLANNING DEPARTMENT
 SUBMITTAL


SOMM CELLARS WINE

720 SANTA CRUZ AVE
 MENLO PARK, CA 94025

EXTERIOR ELEVATIONS
 + SECTIONS

Date: 03/11/2024
 Scale: As indicated
 Project Number: 23022

Drawing Number: A5.0

ARCHITECT	ENGINEER
	

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NO.	REMARKS	DATE
3	PLANNING REV3	04/26/2024

KEY

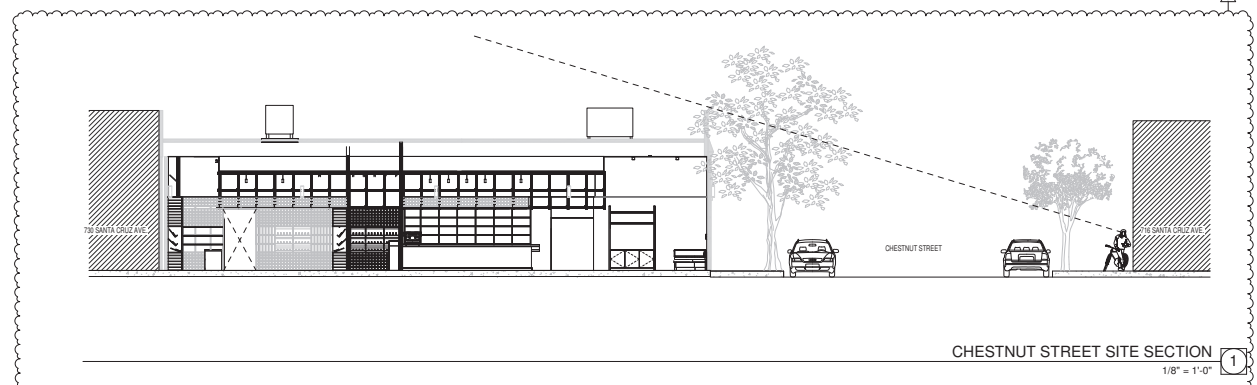
PLANNING DEPARTMENT
 SUBMITTAL

SOMM CELLARS WINE

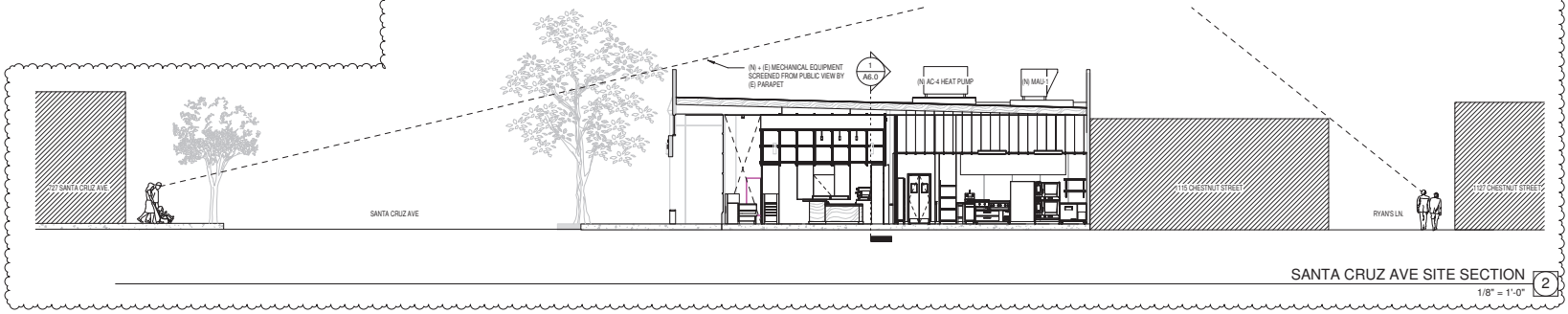
720 SANTA CRUZ AVE
 MENLO PARK, CA 94025

PROPOSED STREET
 SECTIONS

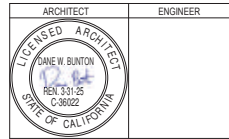
Date	03/11/2024	Drawing Number	A5.1
Scale	1/8" = 1'-0"	Project Number	23022



CHESTNUT STREET SITE SECTION
 1/8" = 1'-0"



SANTA CRUZ AVE SITE SECTION
 1/8" = 1'-0"



- GENERAL NOTES**
1. This sheet is part of a set and is not to be used alone.
 2. This sheet is not to be used for construction unless the architect's stamp and signature appear on the drawings and the status box indicates drawings have been released for construction.
 3. These plans and prints thereof, as instruments of service, are owned by the architect and are for use on this project only. Reproduction and/or distribution without the prior written consent of the architect is forbidden.
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NO.	REMARKS	DATE

KEY

PLANNING DEPARTMENT
 SUBMITTAL

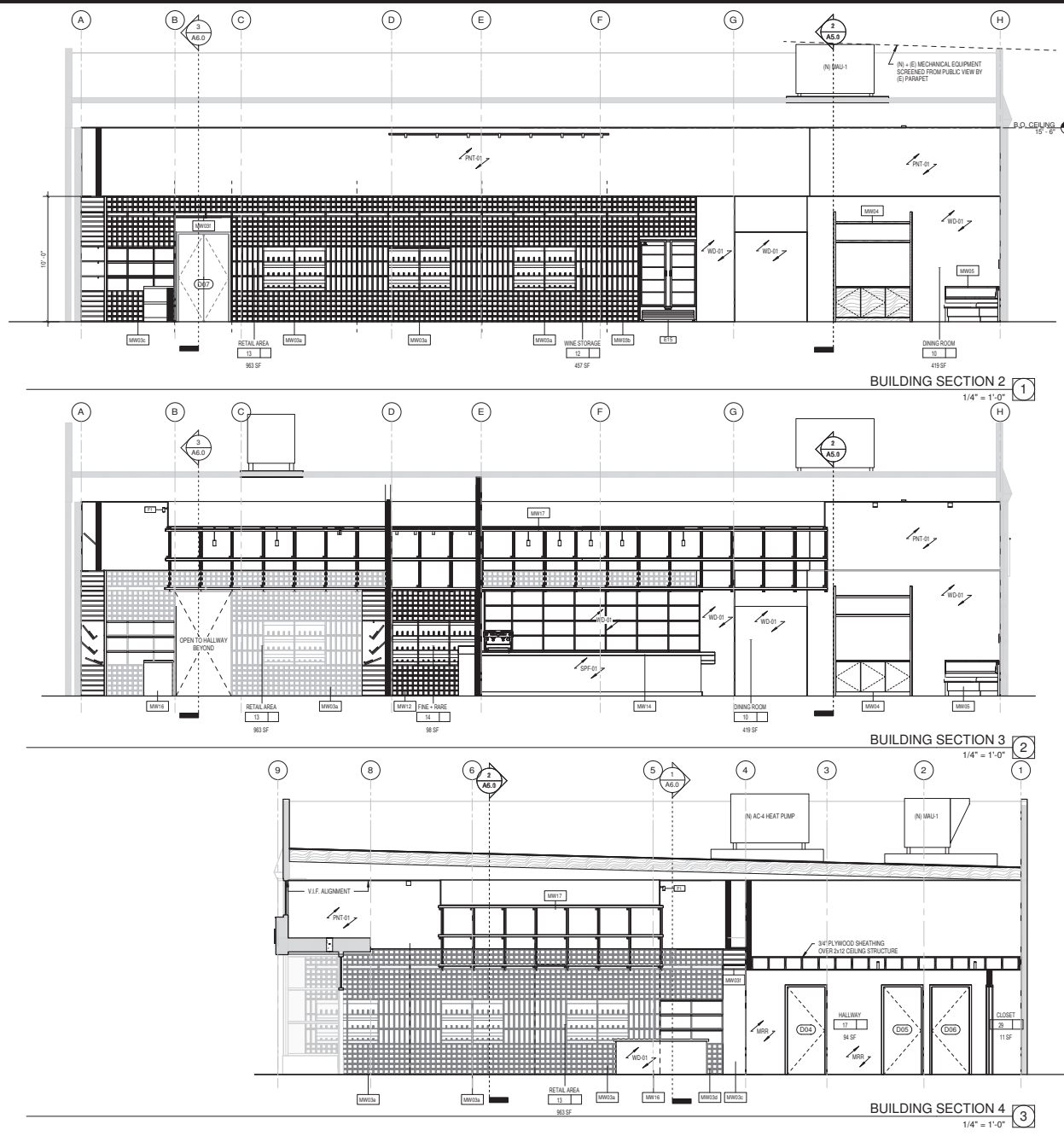
SOMM CELLARS WINE

720 SANTA CRUZ AVE
 MENLO PARK, CA 94025

BUILDING SECTIONS

Date: 03/11/2024
 Scale: As indicated
 Project Number: 23022

Drawing Number
A6.0



LEGEND

---	DEMOLITION ELEMENTS
—	EXISTING ELEMENTS TO REMAIN
—	NEW WALL, SEE WALL TYPES ON A2.3
—	EXISTING WALL TO REMAIN
—	DEMOLISHED WALL
XXXX	PREFAB COOLER WALL
⊕	DOOR TAG
⊙	WINDOW TAG
⊕	MILKWORK TAG
⊕	EQUIPMENT TAG

May 6th, 2024

Somm Cellars

EXHIBIT B

Project Description

Renovation of previous restaurant + cafe to host a new wine bar + restaurant with an accessory retail component for Somm Cellars Wine.

Scope of work to include:

- Full Demolition of (E) interior layout
- Installation of (N) full service kitchen including (1) type I hood and a new grease trap
- Storage areas for wine and food purposes
- New customer-facing wine and beer bar
- Millwork for storage and display of wine
- Small accessory grocery component to pair with wines.
- For the grocery sales, we plan to sell 'picnic'-style food in our window display refrigerators on the wine shop side - local cheese and charcuterie, olives, butter, crackers. We also plan to sell a small, highly-edited selection of grocery items including dried pasta, olive oil, pasta sauce, tinned fish, and fresh bread baked in the restaurant kitchen.
- Proposed exterior work - paint the existing facade, and update (6) existing billboard signs to be wood with "halo illuminated" 3d metal lettering. Add one wood blade sign (nonilluminated). Note, the "Vivant" name is a working title and subject to possible change.
- ABC license types are Type-21 (off-premise) and Type-41 (on-premise).
- Number of seats: Dining Seating : 31, Bar Seating :10
- We plan to open 6 days a week for lunch and 7 days a week for dinner. Business hours currently slated: Wine Shop (11:00am-8:30pm daily) ; Restaurant : (12:00pm-9:00pm Sunday-Thursday, 12:00pm-10:00pm Friday & Saturday) *note that these are the kitchen hours. "Hard stop" hours will be from 11:30AM to Midnight.
- Hours for serving alcohol will be from 11:30am to 10pm on normal days and as expressed above, we don't plan to serve later than midnight.
- In addition to the regular service, We plan to offer buyouts (i.e. private events) in the restaurant in the normal course. Essentially, we would allow groups to buy out the restaurant space for the evening. These events would of course have various start times based on the client's requirements but would typically run through the whole dinner service with no walk-in guests permitted. Service hours for buyouts would be the same as that of regular restaurant service.

We also plan to host educational wine seminars in the retail area in the same way that have done at our New York shop - these run from 8pm-9:30pm and we host them roughly twice a

month. Please note: these are educational tastings and not about 'drinking.' Since the restaurant will be operating also on these nights, it's fair to say that our seminars will be completed before dinner service is complete.

We will not have any live entertainment in either the retail or restaurant portion of the business.



Café Vivant

29 April 2024

Dear Neighbors,

We are excited to inform you of our plans to open a mixed use business at 720 Santa Cruz Avenue, former home of Le Boulanger. The space will be divided between a full-service restaurant and a retail portion offering wine, beer, and spirits for off-site consumption. As our closest neighbors, we are sharing our plans as this is a change of use to the space.

We currently operate a wine and spirits retail business in New York City, about which you can learn more at www.sommcellarswine.com. Like our New York location, we plan to offer a uniquely robust roster of educational and community-oriented events.

We would greatly appreciate any acknowledgement of support for our project. You can do so by emailing mp@sommcellarswine.com, or texting a short note of approval to 708.334.4009. Please don't hesitate to call or email with any general questions or concerns as well.

Our many friends in Menlo Park and its surrounding communities have provided us with an enormous amount of inspiration and support for this project. We are extremely grateful for their continued encouragement and look forward to meeting many, many more of our neighbors in the near future.

Sincerely,

Jason Jacobeit
Co-Founder

Daniel Jung
Co-Founder

Coffeebar
1149 Chest Nut St
Menlo Park, CA 94025

Stacks Menlo Park
600 Santa Cruz Ave
Menlo Park, CA 94025

Peabody Fine Art
603 Santa Cruz Ave
Menlo Park, CA 94025

Mr. Green Bubble
604 Santa Cruz Ave
Menlo Park, CA 94025

Kyosho
605 Santa Cruz Ave
Menlo Park, CA 94025

Ace Hardware
700 Santa Cruz Ave
Menlo Park, CA 94025

360 Fitness
707 Santa Cruz Ave
Menlo Park, CA 94025

Mac'n Cheese shop
635 Santa Cruz Ave
Menlo Park, CA 94025

Left Bank
635 Santa Cruz Ave
Menlo Park, CA 94025

Bistro Vida
641 Santa Cruz Ave
Menlo Park, CA 94025

British Bankers Club
555 Santa Cruz Ave
Menlo Park, CA 94025

Susie Cakes
642 Santa Cruz Ave
Menlo Park, CA 94025

Mrs Khans Uyghur
712 Santa Cruz Ave
Menlo Park, CA 94025

ABC Decorative
714 Santa Cruz Ave
Menlo Park, CA 94025

Goodwill Boutique
711 Santa Cruz Ave
Menlo Park, CA 94025

Mike's camera
715 Santa Cruz Ave
Menlo Park, CA 94025

Bagel Street Cafe
746 Santa Cruz Ave
Menlo Park, CA 94025

The Shop
725 Santa Cruz Ave
Menlo Park, CA 94025

The Oriental Carpet
773 Santa Cruz Ave
Menlo Park, CA 94025

Old World Design
727 Santa Cruz Ave
Menlo Park, CA 94025

Mademoiselle Colette
816 Santa Cruz Ave
Menlo Park, CA 94025

Roma
820 Santa Cruz Ave
Menlo Park, CA 94025

LeVant Dessert
842 Santa Cruz Ave
Menlo Park, CA 94025

Galata Bistrom
827 Santa Cruz Ave
Menlo Park, CA 94025

Rebarts Blind and Shades
865 Santa Cruz Ave
Menlo Park, CA 94025

Gitane
855 Santa Cruz Ave
Menlo Park, CA 94025

Luminaire
870 Santa Cruz Ave

The Posh Bagel
869 Santa Cruz Ave

Menlo Park, CA 94025

Neil Dahl
877 Santa Cruz Ave
Menlo Park, CA 94025

Camper
898 Santa Cruz Ave
Menlo Park, CA 94025

Cold Stone Creamery
611 Santa Cruz Ave
Menlo Park, CA 94025

Ruby Livingdesign
730 Santa Cruz Ave
Menlo Park, CA 94025

Menlo Cafe
620 Santa Cruz Ave
Menlo Park, CA 94025

Little Sky Bakery
506 Santa Cruz Ave
Menlo Park, CA 94025

Menlo Park, CA 94025

Red Lantern Cycles
883 Santa Cruz Ave
Menlo Park, CA 94025

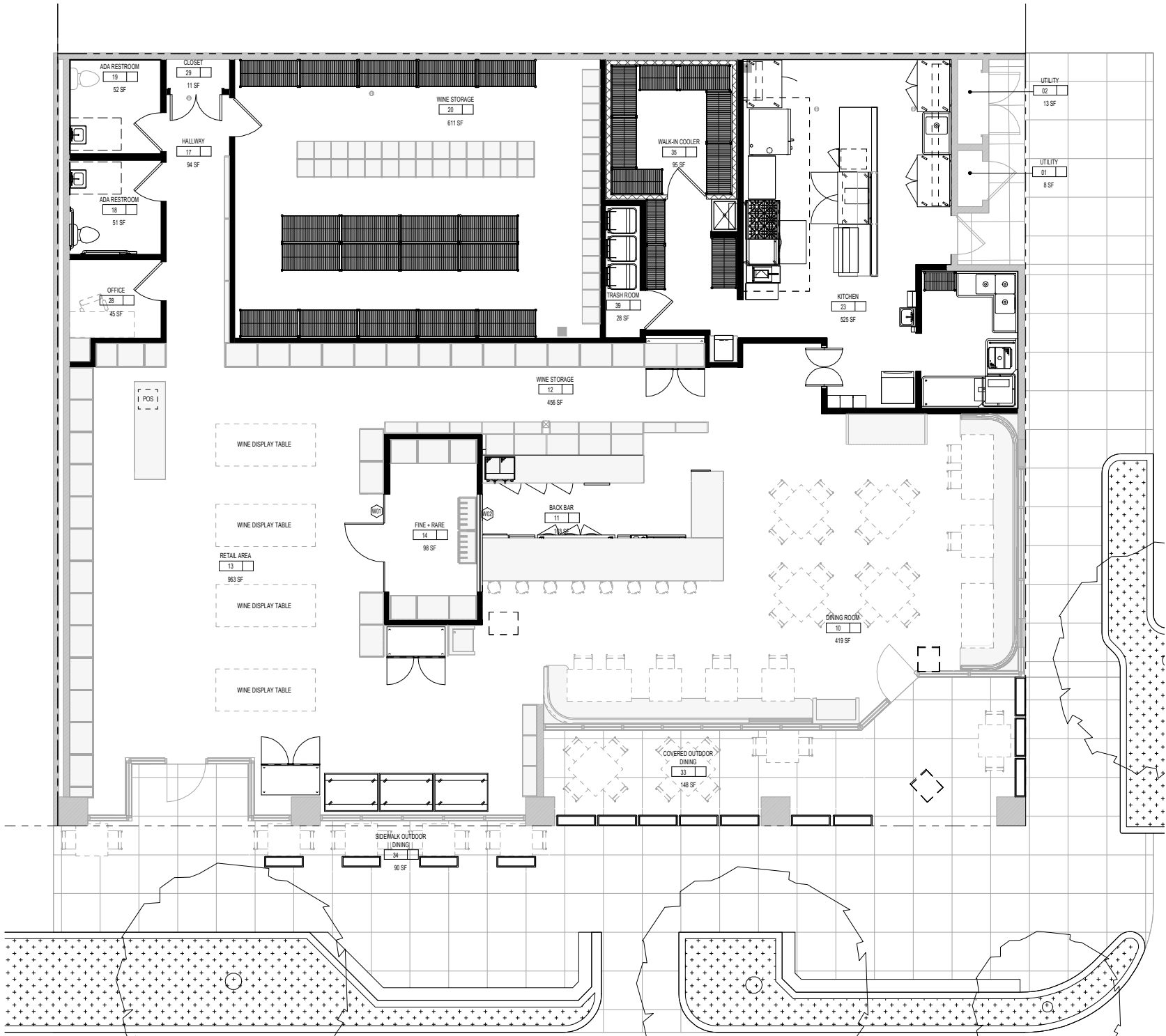
Peet's Coffee
899 Santa Cruz Ave
Menlo Park, CA 94025

Bow Wow Meow
654 Santa Cruz Ave
Menlo Park, CA 94025

Istanbul Rug
719 Santa Cruz Ave
Menlo Park, CA 94025

Yves Delorme
656 Santa Cruz Ave
Menlo Park, CA 94025

Tilak Indian and Nepalese
683 Santa Cruz Ave
Menlo Park, CA 94025





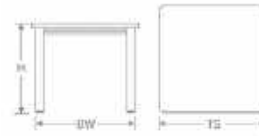


LOCATION: 720 Santa Cruz Avenue	PROJECT NUMBER: PLN2024-00008	APPLICANT: Dane Bunton	LEASEE: Jason Jacobeit
<p>PROJECT CONDITIONS:</p> <ol style="list-style-type: none"> 1. The use permit shall be subject to the following standard conditions: <ol style="list-style-type: none"> a. The applicant shall be required to apply for a building permit within one year from the date of approval (by May 20, 2025) for the use permit to remain in effect. b. Development of the project shall be substantially in conformance with the plans prepared by Studio Banaa consisting of 9 plan sheets and project description letter, dated received May 1, 2024 and approved by the Planning Commission on May 20, 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. 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: 720 Santa Cruz Avenue	PROJECT NUMBER: PLN2024-00008	APPLICANT: Dane Bunton	LEASEE: Jason Jacobeit
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. <p>2. The use permit shall be subject to the following project-specific conditions:</p> <ul style="list-style-type: none">a. The applicant shall adhere to and/or implement all mitigation measures which apply to this Project and were adopted as a part of the Mitigation, Monitoring, and Reporting Programs (MMRP) for the El Camino Real/Downtown Specific Plan. These mitigation measures are set forth in Attachment D to May 20, 2024 staff report, attached hereto and incorporated herein by this reference. Failure to meet these requirements may result in delays to the building permit issuance, stop work orders during construction, and/or fines.b. Prior to commencing any tastings in the retail store component, the applicant shall obtain a Type-86 (Instructional Tasting License) from the California State Alcoholic Beverage Control and submit confirmation of said license and a plan showing the location with barriers to the satisfaction of the Planning Division.c. Prior to installing any new outdoor furniture or barriers, the applicant shall submit a plan showing the location and materials of the barriers, subject to review and approval of the Planning and Engineering Divisions.			

Star #306

DETAILS



H	TS	Lbs
29.5"	36" sq"	50.5

Outdoor/Indoor Table

E-coated powder coat finish

Top Thickness: 1 3/8"

Top: Solid Steel

Base: Tubular Steel Legs

Assembly Required: Yes

SHIPPING

Master Pack Quantity: 1

Master Pack Dimensions: 39"x39"x7.5"

Master Pack Weight: 56 Lbs.

Master Cartons/Pallet: 10

Freight Class: 100

FOB: PA 17042

Special Order Ship Finishes:



emuamericas LLC
T:(800) 726-0368
emuamericas.com



800.382.9303
info@industrywest.com



Industry West



**PRODUCT
NAME**

Outo Dining Chair

PRICE

\$195

**SHIPPING
STATUS**

In stock – delivers in 7 to

10 business days

DIMENSIONS

18.7" Wide x 19" Deep x
32.5" High

SEAT HEIGHT

18.9"

COLOR

Black

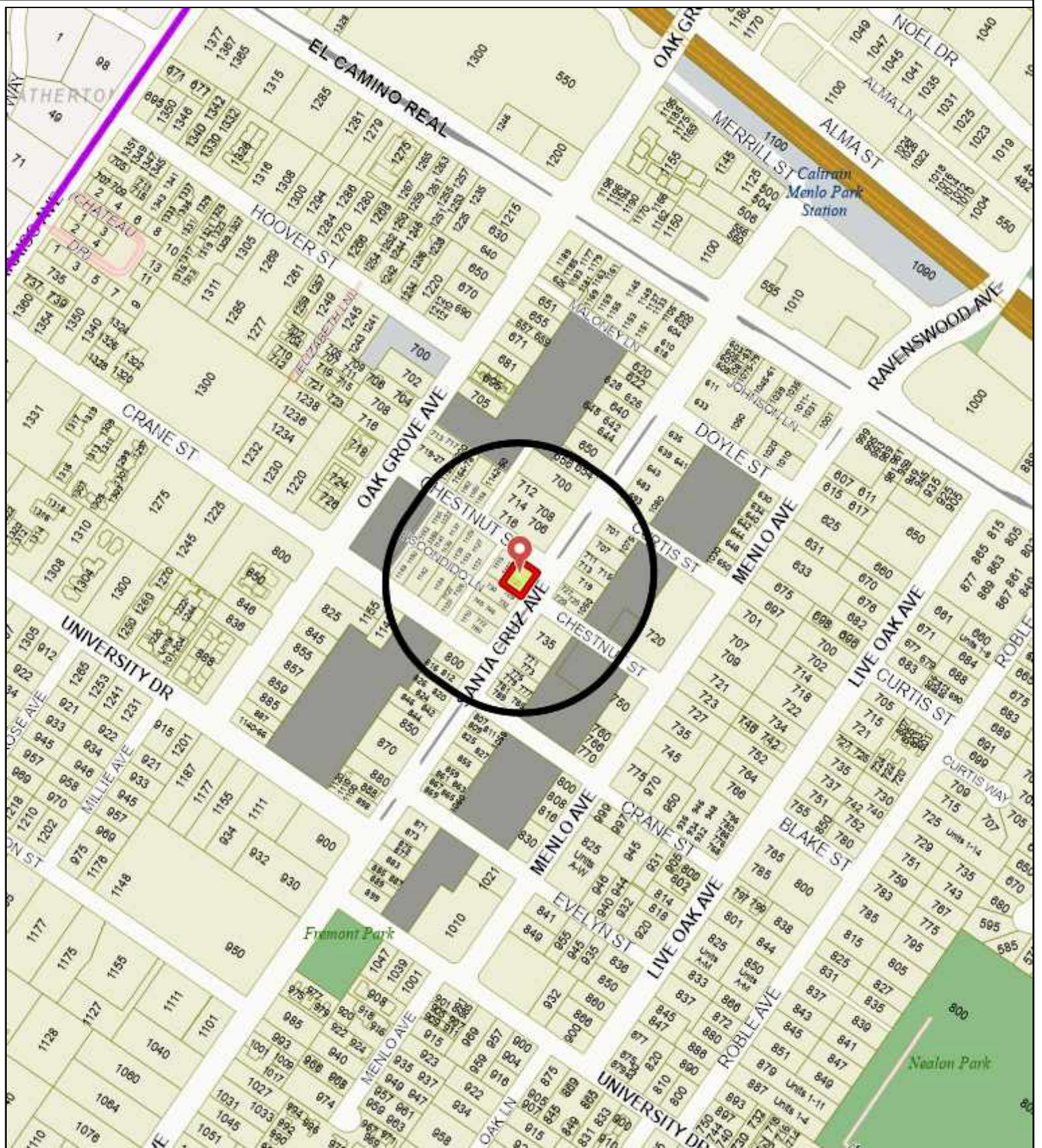
SKU

TO-1811-BLK

DESCRIPTION

Transform your outdoor oasis into a full-time summer retreat. The Outo Side Chair incorporates modern design into an effortless solution for outdoor entertaining.

- waterproof + UV resistant
 - stackable
 - lightweight
-



City of Menlo Park
 Location Map
 720 Santa Cruz Avenue



Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: **Project** Compliance Worksheet

<u>Section</u>	<u>Standard or Guideline</u>	<u>Requirement</u>	<u>Evaluation</u>
E.3.1 Development Intensity			
E.3.1.01	Standard	Business and Professional office (inclusive of medical and dental office) shall not exceed one half of the base FAR or public benefit bonus FAR, whichever is applicable.	N/A uses do not apply
E.3.1.02	Standard	Medical and Dental office shall not exceed one third of the base FAR or public benefit bonus FAR, whichever is applicable.	N/A uses do not apply
E.3.2 Height			
E.3.2.01	Standard	Roof-mounted mechanical equipment, solar panels, and similar equipment may exceed the maximum building height, but shall be screened from view from publicly-accessible spaces.	All equipment will be screen from public view by (E) parapet
E.3.2.02	Standard	Vertical building projections such as parapets and balcony railings may extend up to 4 feet beyond the maximum façade height or the maximum building height, and shall be integrated into the design of the building.	Max height is 38'. (E) building does not exceed 22'. No change is proposed
E.3.2.03	Standard	Rooftop elements that may need to exceed the maximum building height due to their function, such as stair and elevator towers, shall not exceed 14 feet beyond the maximum building height. Such rooftop elements shall be integrated into the design of the building.	N/A there are no such rooftop elements proposed in the project
E.3.3 Setbacks and Projections within Setbacks			
E.3.3.01	Standard	Front setback areas shall be developed with sidewalks, plazas, and/or landscaping as appropriate.	N/A front sidewalk and related elements are existing to remain. only outdoor seating is proposed (continued use from previous tenant)
E.3.3.02	Standard	Parking shall not be permitted in front setback areas.	N/A there is no parking on site
E.3.3.03	Standard	In areas where no or a minimal setback is required, limited setback for store or lobby entry recesses shall not exceed a maximum of 4-foot depth and a maximum of 6-foot width.	N/A building envelope is existing to remain, scope is interior only with the exception of cosmetic facade improvements (paint & signage)
E.3.3.04	Standard	In areas where no or a minimal setback is required, building projections, such as balconies, bay windows and dormer windows, shall not project beyond a maximum of 3 feet from the building face into the sidewalk clear walking zone, public right-of-way or public spaces, provided they have a minimum 8-foot vertical clearance above the sidewalk clear walking zone, public right-of-way or public space.	(E) Building does not include any protrusions. This will not be modified.
E.3.3.05	Standard	In areas where setbacks are required, building projections, such as balconies, bay windows and dormer windows, at or above the second habitable floor shall not project beyond a maximum of 5 feet from the building face into the setback area.	N/A building envelope is existing to remain, scope is interior only with the exception of cosmetic facade improvements (paint & signage)

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: **Project** Compliance Worksheet

Section	Standard or Guideline	Requirement	Evaluation
E.3.3.06	Standard	The total area of all building projections shall not exceed 35% of the primary building façade area. Primary building façade is the façade built at the property or setback line.	N/A
E.3.3.07	Standard	Architectural projections like canopies, awnings and signage shall not project beyond a maximum of 6 feet horizontally from the building face at the property line or at the minimum setback line. There shall be a minimum of 8-foot vertical clearance above the sidewalk, public right-of-way or public space.	N/A no architectural projections are being proposed
E.3.3.08	Standard	No development activities may take place within the San Francisquito Creek bed, below the creek bank, or in the riparian corridor.	N/A site does not apply to our knowledge
E.3.4 Massing and Modulation			
E.3.4.1 Building Breaks			
E.3.4.1.01	Standard	The total of all building breaks shall not exceed 25 percent of the primary façade plane in a development.	(E) building includes no break. No change proposed.
E.3.4.1.02	Standard	Building breaks shall be located at ground level and extend the entire building height.	N/A no envelope changes
E.3.4.1.03	Standard	In all districts except the ECR-SE zoning district, recesses that function as building breaks shall have minimum dimensions of 20 feet in width and depth and a maximum dimension of 50 feet in width. For the ECR-SE zoning district, recesses that function as building breaks shall have a minimum dimension of 60 feet in width and 40 feet in depth.	N/A building envelope is existing to remain, scope is interior only with the exception of cosmetic facade improvements (paint & signage)
E.3.4.1.04	Standard	Building breaks shall be accompanied with a major change in fenestration pattern, material and color to have a distinct treatment for each volume.	N/A no envelope changes
E.3.4.1.05	Standard	In all districts except the ECR-SE zoning district, building breaks shall be required as shown in Table E3.	Per table 3, in D district, building breaks are prohibited.

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: **Project** Compliance Worksheet

<u>Section</u>	<u>Standard or Guideline</u>	<u>Requirement</u>	<u>Evaluation</u>
E.3.4.1.06	Standard	<p>In the ECR-SE zoning district, and consistent with Table E4 the building breaks shall:</p> <ul style="list-style-type: none"> • Comply with Figure E9; • Be a minimum of 60 feet in width, except where noted on Figure E9; • Be a minimum of 120 feet in width at Middle Avenue; • Align with intersecting streets, except for the area between Roble Avenue and Middle Avenue; • Be provided at least every 350 feet in the area between Roble Avenue and Middle Avenue; where properties under different ownership coincide with this measurement, the standard side setbacks (10 to 25 feet) shall be applied, resulting in an effective break of between 20 to 50 feet. • Extend through the entire building height and depth at Live Oak Avenue, Roble Avenue, Middle Avenue, Partridge Avenue and Harvard Avenue; and • Include two publicly-accessible building breaks at Middle Avenue and Roble Avenue. 	N/A building envelope is existing to remain, scope is interior only with the exception of cosmetic facade improvements (paint & signage)
E.3.4.1.07	Standard	<p>In the ECR-SE zoning district, the Middle Avenue break shall include vehicular access; publicly-accessible open space with seating, landscaping and shade; retail and restaurant uses activating the open space; and a pedestrian/bicycle connection to Alma Street and Burgess Park. The Roble Avenue break shall include publicly-accessible open space with seating, landscaping and shade.</p>	N/A building envelope is existing to remain, scope is interior only with the exception of cosmetic facade improvements (paint & signage)
E.3.4.1.08	Guideline	<p>In the ECR-SE zoning district, the breaks at Live Oak, Roble, Middle, Partridge and Harvard Avenues may provide vehicular access.</p>	N/A building envelope is existing to remain, scope is interior only with the exception of cosmetic facade improvements (paint & signage)
E.3.4.2 Façade Modulation and Treatment			
E.3.4.2.01	Standard	<p>Building façades facing public rights-of-way or public open spaces shall not exceed 50 feet in length without a minor building façade modulation. At a minimum of every 50' façade length, the minor vertical façade modulation shall be a minimum 2 feet deep by 5 feet wide recess or a minimum 2 foot setback of the building plane from the primary building façade.</p>	See floor plan A2.1. Several modulations occur along both facades facing public right-of-way.

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: **Project** Compliance Worksheet

<u>Section</u>	<u>Standard or Guideline</u>	<u>Requirement</u>	<u>Evaluation</u>
E.3.4.2.02	Standard	Building façades facing public rights-of-way or public open spaces shall not exceed 100 feet in length without a major building modulation. At a minimum of every 100 feet of façade length, a major vertical façade modulation shall be a minimum of 6 feet deep by 20 feet wide recess or a minimum of 6 feet setback of building plane from primary building façade for the full height of the building. This standard applies to all districts except ECR NE-L and ECR SW since those two districts are required to provide a building break at every 100 feet.	No facades over 100 feet in length occur. See Sheet A1.0.
E.3.4.2.03	Standard	In addition, the major building façade modulation shall be accompanied with a 4-foot minimum height modulation and a major change in fenestration pattern, material and/or color.	the new facade paint modifications should adhere to this standard
E.3.4.2.04	Guideline	Minor façade modulation may be accompanied with a change in fenestration pattern, and/or material, and/or color, and/or height.	(E) Facade modulation entails minor change in fenestration pattern.
E.3.4.2.05	Guideline	Buildings should consider sun shading mechanisms, like overhangs, <i>bris soleils</i> and clerestory lighting, as façade articulation strategies.	(E) building includes clerestory lighting and some sun shading. No change proposed.
E.3.4.3 Building Profile			
E.3.4.3.01	Standard	The 45-degree building profile shall be set at the minimum setback line to allow for flexibility and variation in building façade height within a district.	N/A building envelope is existing to remain, scope is interior only with the exception of cosmetic facade improvements (paint & signage)
E.3.4.3.02	Standard	Horizontal building and architectural projections, like balconies, bay windows, dormer windows, canopies, awnings, and signage, beyond the 45-degree building profile shall comply with the standards for Building Setbacks & Projection within Setbacks (E.3.3.04 to E.3.3.07) and shall be integrated into the design of the building.	N/A building envelope is existing to remain, scope is interior only with the exception of cosmetic facade improvements (paint & signage)
E.3.4.3.03	Standard	Vertical building projections like parapets and balcony railings shall not extend 4 feet beyond the 45-degree building profile and shall be integrated into the design of the building.	N/A building envelope is existing to remain, scope is interior only with the exception of cosmetic facade improvements (paint & signage)
E.3.4.3.04	Standard	Rooftop elements that may need to extend beyond the 45-degree building profile due to their function, such as stair and elevator towers, shall be integrated into the design of the building.	N/A building envelope is existing to remain, scope is interior only with the exception of cosmetic facade improvements (paint & signage)
E.3.4.4 Upper Story Façade Length			
E.3.4.4.01	Standard	Building stories above the 38-foot façade height shall have a maximum allowable façade length of 175 feet along a public right-of-way or public open space.	N/A building envelope is existing to remain, scope is interior only with the exception of cosmetic facade improvements (paint & signage)
E.3.5 Ground Floor Treatment, Entry and Commercial Frontage			
Ground Floor Treatment			

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: **Project** Compliance Worksheet

Section	Standard or Guideline	Requirement	Evaluation
E.3.5.01	Standard	The retail or commercial ground floor shall be a minimum 15-foot floor-to-floor height to allow natural light into the space.	(E) Retail ceiling is 15'-8". Building is 1 story.
E.3.5.02	Standard	Ground floor commercial buildings shall have a minimum of 50% transparency (i.e., clear-glass windows) for retail uses, office uses and lobbies to enhance the visual experience from the sidewalk and street. Heavily tinted or mirrored glass shall not be permitted.	(E) Ground floor is >50% transparent.
E.3.5.03	Guideline	Buildings should orient ground-floor retail uses, entries and direct-access residential units to the street.	(E) building is oriented to direct access from street.
E.3.5.04	Guideline	Buildings should activate the street by providing visually interesting and active uses, such as retail and personal service uses, in ground floors that face the street. If office and residential uses are provided, they should be enhanced with landscaping and interesting building design and materials.	Proposed restaurant and retail uses are considered active uses.
E.3.5.05	Guideline	For buildings where ground floor retail, commercial or residential uses are not desired or viable, other project-related uses, such as a community room, fitness center, daycare facility or sales center, should be located at the ground floor to activate the street.	N/A use is ground floor commercial so street will be activated
E.3.5.06	Guideline	Blank walls at ground floor are discouraged and should be minimized. When unavoidable, continuous lengths of blank wall at the street should use other appropriate measures such as landscaping or artistic intervention, such as murals.	N/A a mural may be considered as a part of a future application as discussed with the planner
E.3.5.07	Guideline	Residential units located at ground level should have their floors elevated a minimum of 2 feet to a maximum of 4 feet above the finished grade sidewalk for better transition and privacy, provided that accessibility codes are met.	N/A no residential units are proposed as part of this project
E.3.5.08	Guideline	Architectural projections like canopies and awnings should be integrated with the ground floor and overall building design to break up building mass, to add visual interest to the building and provide shelter and shade.	N/A exterior improvements are limited to paint and signage "in kind" to current building design
Building Entries			
E.3.5.09	Standard	Building entries shall be oriented to a public street or other public space. For larger residential buildings with shared entries, the main entry shall be through prominent entry lobbies or central courtyards facing the street. From the street, these entries and courtyards provide additional visual interest, orientation and a sense of invitation.	(E) Building entry is oriented to public street Santa Cruz Ave. No change is proposed.

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: **Project** Compliance Worksheet

Section	Standard or Guideline	Requirement	Evaluation
E.3.5.10	Guideline	Entries should be prominent and visually distinctive from the rest of the façade with creative use of scale, materials, glazing, projecting or recessed forms, architectural details, color, and/or awnings.	(E) main entries are set back with pronounced openings to provide visual distinction. No change is proposed.
E.3.5.11	Guideline	Multiple entries at street level are encouraged where appropriate.	All 3 entries are at street level.
E.3.5.12	Guideline	Ground floor residential units are encouraged to have their entrance from the street.	N/A no residential is proposed
E.3.5.13	Guideline	Stoops and entry steps from the street are encouraged for individual unit entries when compliant with applicable accessibility codes. Stoops associated with landscaping create inviting, usable and visually attractive transitions from private spaces to the street.	N/A stoops would not adhere to accessibility codes
E.3.5.14	Guideline	Building entries are allowed to be recessed from the primary building façade.	(E) building entries are recessed from the primary facade.
Commercial Frontage			
E.3.5.15	Standard	Commercial windows/storefronts shall be recessed from the primary building façade a minimum of 6 inches	(E) Facade glass is recessed by approximately 7". No change.
E.3.5.16	Standard	Retail frontage, whether ground floor or upper floor, shall have a minimum 50% of the façade area transparent with clear vision glass, not heavily tinted or highly mirrored glass.	Retail frontage is >50% transparent.
E.3.5.17	Guideline	Storefront design should be consistent with the building's overall design and contribute to establishing a well-defined ground floor for the façade along streets.	(E) storefront is consistent with overall building design. No change proposed.
E.3.5.18	Guideline	The distinction between individual storefronts, entire building façades and adjacent properties should be maintained.	(E) distinction is not proposed to change.
E.3.5.19	Guideline	Storefront elements such as windows, entrances and signage should provide clarity and lend interest to the façade.	(E) windows are not proposed to change. See proposed elevations for signage.
E.3.5.20	Guideline	Individual storefronts should have clearly defined bays. These bays should be no greater than 20 feet in length. Architectural elements, such as piers, recesses and projections help articulate bays.	(E) bays are 18'-3" in length.
E.3.5.21	Guideline	All individual retail uses should have direct access from the public sidewalk. For larger retail tenants, entries should occur at lengths at a maximum at every 50 feet, consistent with the typical lot size in downtown.	Retail use has direct access from the sidewalk.
E.3.5.22	Guideline	Recessed doorways for retail uses should be a minimum of two feet in depth. Recessed doorways provide cover or shade, help identify the location of store entrances, provide a clear area for out-swinging doors and offer the opportunity for interesting paving patterns, signage and displays.	(E) recessed doorways are greater than 2 feet in depth

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Section	Standard or Guideline	Requirement	Evaluation
E.3.5.23	Guideline	Storefronts should remain un-shuttered at night and provide clear views of interior spaces lit from within. If storefronts must be shuttered for security reasons, the shutters should be located on the inside of the store windows and allow for maximum visibility of the interior.	No shutters are proposed.
E.3.5.24	Guideline	Storefronts should not be completely obscured with display cases that prevent customers and pedestrians from seeing inside.	No display cases above waist height on the inside are proposed.
E.3.5.25	Guideline	Signage should not be attached to storefront windows.	Signage is not to be attached to storefront windows.
E.3.6 Open Space			
E.3.6.01	Standard	Residential developments or Mixed Use developments with residential use shall have a minimum of 100 square feet of open space per unit created as common open space or a minimum of 80 square feet of open space per unit created as private open space, where private open space shall have a minimum dimension of 6 feet by 6 feet. In case of a mix of private and common open space, such common open space shall be provided at a ratio equal to 1.25 square feet for each one square foot of private open space that is not provided.	N/A project is not residential or mixed use
E.3.6.02	Standard	Residential open space (whether in common or private areas) and accessible open space above parking podiums up to 16 feet high shall count towards the minimum open space requirement for the development.	N/A project is not residential
E.3.6.03	Guideline	Private and/or common open spaces are encouraged in all developments as part of building modulation and articulation to enhance building façade.	N/A exterior improvements are limited to paint and signage "in kind" to current building design
E.3.6.04	Guideline	Private development should provide accessible and usable common open space for building occupants and/or the general public.	N/A exterior improvements are limited to paint and signage "in kind" to current building design
E.3.6.05	Guideline	For residential developments, private open space should be designed as an extension of the indoor living area, providing an area that is usable and has some degree of privacy.	N/A project is not residential
E.3.6.06	Guideline	Landscaping in setback areas should define and enhance pedestrian and open space areas. It should provide visual interest to streets and sidewalks, particularly where building façades are long.	N/A exterior improvements are limited to paint and signage "in kind" to current building design
E.3.6.07	Guideline	Landscaping of private open spaces should be attractive, durable and drought-resistant.	N/A exterior improvements are limited to paint and signage "in kind" to current building design
E.3.7 Parking, Service and Utilities			
General Parking and Service Access			

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Section	Standard or Guideline	Requirement	Evaluation
E.3.7.01	Guideline	The location, number and width of parking and service entrances should be limited to minimize breaks in building design, sidewalk curb cuts and potential conflicts with streetscape elements.	(E) building includes no breaks. None are proposed.
E.3.7.02	Guideline	In order to minimize curb cuts, shared entrances for both retail and residential use are encouraged. In shared entrance conditions, secure access for residential parking should be provided.	N/A no residential
E.3.7.03	Guideline	When feasible, service access and loading docks should be located on secondary streets or alleys and to the rear of the building.	(E) Service entrance is located on secondary - Chestnut St.
E.3.7.04	Guideline	The size and pattern of loading dock entrances and doors should be integrated with the overall building design.	no loading dock is being proposed N/A
E.3.7.05	Guideline	Loading docks should be screened from public ways and adjacent properties to the greatest extent possible. In particular, buildings that directly adjoin residential properties should limit the potential for loading-related impacts, such as noise. Where possible, loading docks should be internal to the building envelope and equipped with closable doors. For all locations, loading areas should be kept clean.	N/A no loading dock is being proposed
E.3.7.06	Guideline	Surface parking should be visually attractive, address security and safety concerns, retain existing mature trees and incorporate canopy trees for shade. See Section D.5 for more complete guidelines regarding landscaping in parking areas.	N/A no parking existing or proposed on this site
Utilities			
E.3.7.07	Guideline	All utilities in conjunction with new residential and commercial development should be placed underground.	N/A no new utilities proposed.
E.3.7.08	Guideline	Above ground meters, boxes and other utility equipment should be screened from public view through use of landscaping or by integrating into the overall building design.	N/A meters are currently screened from public view
Parking Garages			
E.3.7.09	Standard	To promote the use of bicycles, secure bicycle parking shall be provided at the street level of public parking garages. Bicycle parking is also discussed in more detail in Section F.5 "Bicycle Storage Standards and Guidelines."	N/A exterior improvements re limited to paint and signage
E.3.7.10	Guideline	Parking garages on downtown parking plazas should avoid monolithic massing by employing change in façade rhythm, materials and/or color.	N/A no parking garages in scope

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Section	Standard or Guideline	Requirement	Evaluation
E.3.7.11	Guideline	To minimize or eliminate their visibility and impact from the street and other significant public spaces, parking garages should be underground, wrapped by other uses (i.e. parking podium within a development) and/or screened from view through architectural and/or landscape treatment.	N/A no parking garage in scope
E.3.7.12	Guideline	Whether free-standing or incorporated into overall building design, garage façades should be designed with a modulated system of vertical openings and pilasters, with design attention to an overall building façade that fits comfortably and compatibly into the pattern, articulation, scale and massing of surrounding building character.	N/A no garage in scope
E.3.7.13	Guideline	Shared parking is encouraged where feasible to minimize space needs, and it is effectively codified through the plan's off-street parking standards and allowance for shared parking studies.	N/A no parking garage in scope
E.3.7.14	Guideline	A parking garage roof should be approached as a usable surface and an opportunity for sustainable strategies, such as installment of a green roof, solar panels or other measures that minimize the heat island effect.	N/A no parking garage in scope
E.3.8 Sustainable Practices			
Overall Standards			
E.3.8.01	Standard	Unless the Specific Plan area is explicitly exempted, all citywide sustainability codes or requirements shall apply.	Citywide sustainability requirements will be met
Overall Guidelines			
E.3.8.02	Guideline	Because green building standards are constantly evolving, the requirements in this section should be reviewed and updated on a regular basis of at least every two years.	Requirements will be reviewed on an every two years basis.
Leadership in Energy and Environmental Design (LEED) Standards			

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<u>Section</u>	<u>Standard or Guideline</u>	<u>Requirement</u>	<u>Evaluation</u>
E.3.8.03	Standard	<p>Development shall achieve LEED certification, at Silver level or higher, or a LEED Silver equivalent standard for the project types listed below. For LEED certification, the applicable standards include LEED New Construction; LEED Core and Shell; LEED New Homes; LEED Schools; and LEED Commercial Interiors. Attainment shall be achieved through LEED certification or through a City-approved outside auditor for those projects pursuing a LEED equivalent standard. The requirements, process and applicable fees for an outside auditor program shall be established by the City and shall be reviewed and updated on a regular basis. LEED certification or equivalent standard, at a Silver level or higher, shall be required for:</p> <ul style="list-style-type: none"> • Newly constructed residential buildings of Group R (single-family, duplex and multi-family); • Newly constructed commercial buildings of Group B (occupancies including among others office, professional and service type transactions) and Group M (occupancies including among others display or sale of merchandise such as department stores, retail stores, wholesale stores, markets and sales rooms) that are 5,000 gross square feet or more; • New first-time build-outs of commercial interiors that are 20,000 gross square feet or more in buildings of Group B and M occupancies; and • Major alterations that are 20,000 gross square feet or more in existing buildings of Group B, M and R occupancies, where interior finishes are removed and significant upgrades to structural and mechanical, electrical and/or plumbing systems are proposed. <p>All residential and/or mixed use developments of sufficient size to require LEED certification or equivalent standard under the Specific Plan shall install one dedicated electric vehicle/plug-in hybrid electric vehicle recharging station for every 20 residential parking spaces provided. Per the Climate Action Plan the complying applicant could receive incentives, such as streamlined permit processing, fee discounts, or design templates.</p>	N/A, less than 20,000 SF alteration
Leadership in Energy and Environmental Design (LEED) Guidelines			

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Section	Standard or Guideline	Requirement	Evaluation
E.3.8.04	Guideline	<p>The development of larger projects allows for more comprehensive sustainability planning and design, such as efficiency in water use, stormwater management, renewable energy sources and carbon reduction features. A larger development project is defined as one with two or more buildings on a lot one acre or larger in size. Such development projects should have sustainability requirements and GHG reduction targets that address neighborhood planning, in addition to the sustainability requirements for individual buildings (See Standard E.3.8.03 above). These should include being certified or equivalently verified at a LEED-ND (neighborhood development), Silver level or higher, and mandating a phased reduction of GHG emissions over a period of time as prescribed in the 2030 Challenge.</p> <p>The sustainable guidelines listed below are also relevant to the project area. They relate to but do not replace LEED certification or equivalent standard rating requirements.</p>	N/A not a large project, scope is interior only
Building Design Guidelines			
E.3.8.05	Guideline	Buildings should incorporate narrow floor plates to allow natural light deeper into the interior.	N/A project is an interior TI with exception of ext. paint/sign
E.3.8.06	Guideline	Buildings should reduce use of daytime artificial lighting through design elements, such as bigger wall openings, light shelves, clerestory lighting, skylights, and translucent wall materials.	natural daylighting through windows will be utilized and considered in the lighting design
E.3.8.07	Guideline	Buildings should allow for flexibility to regulate the amount of direct sunlight into the interiors. Louvered wall openings or shading devices like <i>bris soleils</i> help control solar gain and check overheating. <i>Bris soleils</i> , which are permanent sun-shading elements, extend from the sun-facing façade of a building, in the form of horizontal or vertical projections depending on sun orientation, to cut out the sun's direct rays, help protect windows from excessive solar light and heat and reduce glare within.	natural daylighting and flexibility to filter direct sunlight through windows via mullions or screens will be utilized and considered in the design
E.3.8.08	Guideline	Where appropriate, buildings should incorporate arcades, trellis and appropriate tree planting to screen and mitigate south and west sun exposure during summer. This guideline would not apply to downtown, the station area and the west side of El Camino Real where buildings have a narrower setback and street trees provide shade.	N/A project is an interior TI with exception of ext. paint/sign - landscape would not be appropriate in this case
E.3.8.09	Guideline	Operable windows are encouraged in new buildings for natural ventilation.	N/A this would cause an issue with the health department considering the food service use. But filtered outside air mechanically will be supplied

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Section	Standard or Guideline	Requirement	Evaluation
E.3.8.10	Guideline	To maximize use of solar energy, buildings should consider integrating photovoltaic panels on roofs.	project budget doesn't allow for this
E.3.8.11	Guideline	Inclusion of recycling centers in kitchen facilities of commercial and residential buildings shall be encouraged. The minimum size of recycling centers in commercial buildings should be 20 cubic feet (48 inches wide x 30 inches deep x 24 inches high) to provide for garbage and recyclable materials.	recycling bins will be provided as well as compost and trash
Stormwater and Wastewater Management Guidelines			
E.3.8.12	Guideline	Buildings should incorporate intensive or extensive green roofs in their design. Green roofs harvest rain water that can be recycled for plant irrigation or for some domestic uses. Green roofs are also effective in cutting-back on the cooling load of the air-conditioning system of the building and reducing the heat island effect from the roof surface.	N/A project budget doesn't allow for this
E.3.8.13	Guideline	Projects should use porous material on driveways and parking lots to minimize stormwater run-off from paved surfaces.	N/A project budget doesn't allow for this. scope is mostly interior
Landscaping Guidelines			
E.3.8.14	Guideline	Planting plans should support passive heating and cooling of buildings and outdoor spaces.	N/A landscaping is not proposed as a part of this project
E.3.8.15	Guideline	Regional native and drought resistant plant species are encouraged as planting material.	N/A landscaping is not proposed as a part of this project
E.3.8.16	Guideline	Provision of efficient irrigation system is recommended, consistent with the City's Municipal Code Chapter 12.44 "Water-Efficient Landscaping".	N/A landscaping is not proposed as a part of this project
Lighting Standards			
E.3.8.17	Standard	Exterior lighting fixtures shall use fixtures with low cut-off angles, appropriately positioned, to minimize glare into dwelling units and light pollution into the night sky.	this will be noted on the exterior elevation and integrated with lighting design
E.3.8.18	Standard	Lighting in parking garages shall be screened and controlled so as not to disturb surrounding properties, but shall ensure adequate public security.	N/A no parking garages
Lighting Guidelines			
E.3.8.19	Guideline	Energy-efficient and color-balanced outdoor lighting, at the lowest lighting levels possible, are encouraged to provide for safe pedestrian and auto circulation.	N/A this will be noted on the exterior elevation and integrated with lighting design
E.3.8.20	Guideline	Improvements should use ENERGY STAR-qualified fixtures to reduce a building's energy consumption.	Improvements will seek to use energy efficient appliances.
E.3.8.21	Guideline	Installation of high-efficiency lighting systems with advanced lighting control, including motion sensors tied to dimmable lighting controls or lighting controlled by timers set to turn off at the earliest practicable hour, are recommended.	New lighting will include motion sensors tied to dimmable switches.
Green Building Material Guidelines			

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Section	Standard or Guideline	Requirement	Evaluation
E.3.8.22	Guideline	The reuse and recycle of construction and demolition materials is recommended. The use of demolition materials as a base course for a parking lot keeps materials out of landfills and reduces costs.	Recycled materials and recycling of demolition will be used if applicable.
E.3.8.23	Guideline	The use of products with identifiable recycled content, including post-industrial content with a preference for post-consumer content, are encouraged.	Use of recycled content materials will be given preference
E.3.8.24	Guideline	Building materials, components, and systems found locally or regionally should be used, thereby saving energy and resources in transportation.	Local and regional materials will be given preference.
E.3.8.25	Guideline	A design with adequate space to facilitate recycling collection and to incorporate a solid waste management program, preventing waste generation, is recommended.	recycling bins will be provided as well as compost and trash
E.3.8.26	Guideline	The use of material from renewable sources is encouraged.	Renewable materials will be given preference.

Mitigation Monitoring and Reporting Program				
Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
AIR QUALITY				
Specific Plan Impact AIR-1: Implementation of the Specific Plan would result in increased long-term emissions of criteria pollutants associated with construction activities that could contribute substantially to an air quality violation. (Significant)				
<p><i>Mitigation Measure AIR-1a</i>: During construction of individual projects under the Specific Plan, project applicants shall require the construction contractor(s) to implement the following measures required as part of Bay Area Air Quality Management District's (BAAQMD) basic dust control procedures required for construction sites. For projects for which construction emissions exceed one or more of the applicable BAAQMD thresholds, additional measures shall be required as indicated in the list following the Basic Controls.</p> <p><u>Basic Controls that Apply to All Construction Sites</u></p> <ol style="list-style-type: none"> 1. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day. 2. All haul trucks transporting soil, sand, or other loose material off-site shall be covered. 3. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited. 4. All vehicle speeds on unpaved roads shall be limited to 15 mph. 5. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used. 6. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points. 7. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation. 8. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations. 9. Minimizing the idling time of diesel powered construction equipment to two minutes. 	<p>Exposed surfaces shall be watered twice daily.</p> <p>Trucks carrying demolition debris shall be covered.</p> <p>Dirt carried from construction areas shall be cleaned daily.</p> <p>Speed limit on unpaved roads shall be 15 mph.</p> <p>Roadways, driveways, sidewalks and building pads shall be laid as soon as possible after grading.</p> <p>Idling times shall be minimized to 5 minutes or less; Signage posted at all access points.</p> <p>Construction equipment shall be properly tuned and maintained.</p> <p>Signage will be posted with the appropriate contact information regarding dust complaints.</p> <p>Idling time of diesel powered equipment will not exceed two minutes.</p>	<p>Measures shown on plans, construction documents and on-going during demolition, excavation and construction.</p>	<p>Project sponsor(s) and contractor(s)</p>	<p>PW/CDD</p>

Mitigation Monitoring and Reporting Program				
Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
<p>10. The project shall develop a plan demonstrating that the off-road equipment (more than 50 horsepower) to be used in the construction project (i.e., owned, leased, and subcontractor vehicles) would achieve a project wide fleet-average 20 percent nitrogen oxides reduction and 45 percent particulate matter reduction compared to the most recent ARB fleet average. Acceptable options for reducing emissions include the use of late model engines, low-emission diesel products, alternative fuels, engine retrofit technology, after-treatment products, add-on devices such as particulate filters, and/or other options as such become available.</p> <p>11. Use low volatile organic compound (VOC) (i.e., reactive organic gases) coatings beyond the local requirements (i.e., Regulation 8, Rule 3: Architectural Coatings).</p> <p>12. Requiring that all construction equipment, diesel trucks, and generators be equipped with Best Available Control Technology for emission reductions of nitrogen oxides and particulate matter.</p> <p>13. Requiring all contractors use equipment that meets the California Air Resources Board's most recent certification standard for off-road heavy duty diesel engines.</p>	<p>Plan developed that demonstrates emissions from use of off-road equipment during construction will be reduced as specified.</p> <p>Low VOC coatings shall be used.</p> <p>Require Best Available Control Technology for all construction equipment, diesel trucks, and generators.</p> <p>Equipment shall meet standards for off-road heavy duty diesel engines.</p>			

BIOLOGICAL RESOURCES

<i>Specific Plan EIR Impact BIO-1: The Specific Plan could result in the take of special-status birds or their nests. (Potentially Significant)</i>				
<p>Mitigation Measure BIO-1a: Pre-Construction Special-Status Avian Surveys. No more than two weeks in advance of any tree or shrub pruning, removal, or ground-disturbing activity that will commence during the breeding season (February 1 through August 31), a qualified wildlife biologist will conduct pre-construction surveys of all potential special-status bird nesting habitat in the vicinity of the planned activity. Pre-construction surveys are not required for construction activities scheduled to occur during the non-breeding season (August 31 through January 31). Construction activities commencing during the non-breeding season and continuing into the breeding season do not require surveys (as it is assumed that any breeding birds taking up nests would be acclimated to project-related activities already under way). Nests initiated during construction activities would be presumed to be unaffected by the activity, and a buffer zone around such nests would not be necessary. However, a nest initiated during construction cannot be moved or altered.</p> <p><i>If pre-construction surveys indicate that no nests of special-status birds are present or that nests are inactive or potential habitat is unoccupied:</i> no further mitigation is required.</p>	<p>A nesting bird survey shall be prepared if tree or shrub pruning, removal or ground-disturbing activity will commence between February 1 through August 31.</p>	<p>Prior to tree or shrub pruning or removal, any ground disturbing activity and/or issuance of demolition, grading or building permits.</p>	<p>Qualified wildlife biologist retained by project sponsor(s)</p>	<p>CDD</p>

Mitigation Monitoring and Reporting Program				
Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
If active nests of special-status birds are found during the surveys: implement Mitigation Measure BIO-1b.				
Mitigation Measure BIO-1b: Avoidance of active nests. If active nests of special-status birds or other birds are found during surveys, the results of the surveys would be discussed with the California Department of Fish and Game and avoidance procedures will be adopted, if necessary, on a case-by-case basis. In the event that a special-status bird or protected nest is found, construction would be stopped until either the bird leaves the area or avoidance measures are adopted. Avoidance measures can include construction buffer areas (up to several hundred feet in the case of raptors), relocation of birds, or seasonal avoidance. If buffers are created, a no disturbance zone will be created around active nests during the breeding season or until a qualified biologist determines that all young have fledged. The size of the buffer zones and types of construction activities restricted will take into account factors such as the following: 1. Noise and human disturbance levels at the Plan area and the nesting site at the time of the survey and the noise and disturbance expected during the construction activity; 2. Distance and amount of vegetation or other screening between the Plan area and the nest; and 3. Sensitivity of individual nesting species and behaviors of the nesting birds.	If active nests are found during survey, the results will be discussed with the California Department of Fish and Game and avoidance procedures adopted. Halt construction if a special-status bird or protected nest is found until the bird leaves the area or avoidance measures are adopted.	Prior to tree or shrub pruning or removal, any ground-disturbing activities and/or issuance of demolition, grading or building permits.	Project sponsor(s) and contractor(s)	CDD
Specific Plan EIR Impact BIO-3: Impacts to migratory or breeding special-status birds and other special-status species due to lighting conditions. (Potentially Significant)				
Mitigation Measure BIO-3a: Reduce building lighting from exterior sources. a. Minimize amount and visual impact of perimeter lighting and façade up-lighting and avoid uplighting of rooftop antennae and other tall equipment, as well as of any decorative features; b. Installing motion-sensor lighting, or lighting controlled by timers set to turn off at the earliest practicable hour; c. Utilize minimum wattage fixtures to achieve required lighting levels; d. Comply with federal aviation safety regulations for large buildings by installing minimum intensity white strobe lighting with a three-second flash interval instead of continuous flood lighting, rotating lights, or red lighting e. Use cutoff shields on streetlight and external lights to prevent upwards lighting.	Reduce building lighting from exterior sources.	Prior to building permit issuance and ongoing.	Project sponsor(s) and contractor(s)	CDD
Mitigation Measure BIO-3b: Reduce building lighting from interior sources. a. Dim lights in lobbies, perimeter circulation areas, and atria; b. Turn off all unnecessary lighting by 11pm through sunrise, especially during peak migration periods (mid-March to early June and late August through late October); c. Use gradual or staggered switching to progressively turn on building lights at sunrise. d. Utilize automatic controls (motion sensors, photosensors, etc.) to shut off lights in the evening when no one is present;	Reduce building lighting from interior sources.	Prior to building permit issuance and ongoing.	Project sponsor(s) and contractor(s)	CDD

Mitigation Monitoring and Reporting Program				
Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
e. Encourage the use of localized task lighting to reduce the need for more extensive overhead lighting; f. Schedule nightly maintenance to conclude by 11 p.m.; g. Educate building users about the dangers of night lighting to birds.				
Specific Plan Impact BIO-5: The Specific Plan could result in the take of special-status bat species. (Potentially Significant)				
<p>Mitigation Measure BIO-5a: Preconstruction surveys. Potential direct and indirect disturbances to special-status bats will be identified by locating colonies and instituting protective measures prior to construction of any subsequent development project. No more than two weeks in advance of tree removal or structural alterations to buildings with closed areas such as attics, a qualified bat biologist (e.g., a biologist holding a California Department of Fish and Game collection permit and a Memorandum of Understanding with the California Department of Fish and Game allowing the biologist to handle and collect bats) shall conduct pre-construction surveys for potential bats in the vicinity of the planned activity. A qualified biologist will survey buildings and trees (over 12 inches in diameter at 4.5-foot height) scheduled for demolition to assess whether these structures are occupied by bats. No activities that would result in disturbance to active roosts will proceed prior to the completed surveys. If bats are discovered during construction, any and all construction activities that threaten individuals, roosts, or hibernacula will be stopped until surveys can be completed by a qualified bat biologist and proper mitigation measures implemented.</p> <p>If no active roosts present: no further action is warranted.</p> <p>If roosts or hibernacula are present: implement Mitigation Measures BIO-5b and 5c.</p>	<p>Retain a qualified bat biologist to conduct pre-construction survey for bats and potential roosting sites in vicinity of planned activity.</p> <p>Halt construction if bats are discovered during construction until surveys can be completed and proper mitigation measures implemented.</p>	<p>Prior to tree pruning or removal or issuance of demolition, grading or building permits.</p>	<p>Qualified bat biologist retained by project sponsor(s)</p>	<p>CDD</p>
<p>Mitigation Measure BIO-5b: Avoidance. If any active nursery or maternity roosts or hibernacula of special-status bats are located, the subsequent development project may be redesigned to avoid impacts. Demolition of that tree or structure will commence after young are flying (i.e., after July 31, confirmed by a qualified bat biologist) or before maternity colonies forms the following year (i.e., prior to March 1). For hibernacula, any subsequent development project shall only commence after bats have left the hibernacula. No-disturbance buffer zones acceptable to the California Department of Fish and Game will be observed during the maternity roost season (March 1 through July 31) and during the winter for hibernacula (October 15 through February 15).</p> <p>Also, a no-disturbance buffer acceptable in size to the California Department of Fish and Game will be created around any roosts in the Project vicinity (roosts that will not be destroyed by the Project but are within the Plan area) during the breeding season (April 15 through August 15), and around hibernacula during winter (October 15 through February 15). Bat roosts initiated during construction are presumed to be unaffected, and no buffer is necessary. However, the "take" of individuals is prohibited.</p>	<p>If any active nursery or maternity roosts or hibernacula are located, no disturbance buffer zones shall be established during the maternity roost and breeding seasons and hibernacula.</p>	<p>Prior to tree removal or pruning or issuance of demolition, grading or building permits</p>	<p>Qualified bat biologist retained by project sponsor(s)</p>	<p>CDD</p>

Mitigation Monitoring and Reporting Program				
Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
<p>Mitigation Measure BIO-5c: Safely evict non-breeding roosts. Non-breeding roosts of special-status bats shall be evicted under the direction of a qualified bat biologist. This will be done by opening the roosting area to allow airflow through the cavity. Demolition will then follow no sooner or later than the following day. There should not be less than one night between initial disturbance with airflow and demolition. This action should allow bats to leave during dark hours, thus increasing their chance of finding new roosts with a minimum of potential predation during daylight. Trees with roosts that need to be removed should first be disturbed at dusk, just prior to removal that same evening, to allow bats to escape during the darker hours. However, the “take” of individuals is prohibited.</p>	A qualified bat biologist shall direct the eviction of non-breeding roosts.	Prior to tree removal or pruning or issuance of demolition, grading or building permits.	Qualified bat biologist retained by project sponsor(s)	CDD
CULTURAL RESOURCES				
Impact CUL-1: The proposed Specific Plan could have a significant impact on historic architectural resources. (Potentially Significant)				
<p>Mitigation Measure CUL-1: Site Specific Evaluations and Treatment in Accordance with the Secretary of the Interior’s Standards:</p> <p>Site-Specific Evaluations: In order to adequately address the level of potential impacts for an individual project and thereby design appropriate mitigation measures, the City shall require project sponsors to complete site-specific evaluations at the time that individual projects are proposed at or adjacent to buildings that are at least 50 years old. The project sponsor shall be required to complete a site-specific historic resources study performed by a qualified architectural historian meeting the Secretary of the Interior’s Standards for Architecture or Architectural History. At a minimum, the evaluation shall consist of a records search, an intensive-level pedestrian field survey, an evaluation of significance using standard National Register Historic Preservation and California Register Historic Preservation evaluation criteria, and recordation of all identified historic buildings and structures on California Department of Parks and Recreation 523 Site Record forms. The evaluation shall describe the historic context and setting, methods used in the investigation, results of the evaluation, and recommendations for management of identified resources. If federal or state funds are involved, certain agencies, such as the Federal Highway Administration and California Department of Transportation (Caltrans), have specific requirements for inventory areas and documentation format.</p>	A qualified architectural historian has completed a site-specific historic resources study. The existing structure has not been found to be histori.	Simultaneously with a project application submittal.	Qualified architectural historian retained by the Project sponsor(s).	CDD

Mitigation Monitoring and Reporting Program				
Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
Treatment in Accordance with the Secretary of the Interior's Standards.				
Any future proposed project in the Plan Area that would affect previously recorded historic resources, or those identified as a result of site-specific surveys and evaluations, shall conform to the Secretary of the Interior's Standards for the Treatment of Historic Properties and Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings (1995). The Standards require the preservation of character defining features which convey a building's historical significance, and offers guidance about appropriate and compatible alterations to such structures.				
HAZARDOUS MATERIALS				
Impact HAZ-3: Hazardous materials used on any individual site during construction activities (i.e., fuels, lubricants, solvents) could be released to the environment through improper handling or storage. (Potentially Significant)				
Mitigation Measure HAZ-3: All development and redevelopment shall require the use of construction Best Management Practices (BMPs) to control handling of hazardous materials during construction to minimize the potential negative effects from accidental release to groundwater and soils. For projects that disturb less than one acre, a list of BMPs to be implemented shall be part of building specifications and approved of by the City Building Department prior to issuance of a building permit.	Implement best management practices to reduce the release of hazardous materials during construction.	Prior to building permit issuance for sites disturbing less than one acre and on-going during construction for all project sites	Project sponsor(s) and contractor(s)	CDD
NOISE				
Specific Plan Impact NOI-1: Construction activities associated with implementation of the Specific Plan would result in substantial temporary or periodic increases in ambient noise				
Mitigation Measure NOI-1a: Construction contractors for subsequent development projects within the Specific Plan area shall utilize the best available noise control techniques (e.g., improved mufflers, equipment redesign, use of intake silencers, ducts, engine enclosures, and acousticallyattenuating shields or shrouds, etc.) when within 400 feet of sensitive receptor locations. Prior to demolition, grading or building permit issuance, a construction noise control plan that identifies the best available noise control techniques to be implemented, shall be prepared by the construction contractor and submitted to the City for review and approval. The plan shall include, but not be limited to, the following noise control elements: * Impact tools (e.g., jack hammers, pavement breakers, and rock drills) used for construction shall be hydraulically or electrically powered wherever possible to avoid noise associated with compressed air exhaust from pneumatically powered tools. However, where use of pneumatic tools is unavoidable, an exhaust muffler on the compressed air exhaust shall be used; this muffler shall achieve lower noise levels from the exhaust by approximately 10 dBA. External jackets on the tools themselves shall be used where feasible in order to achieve a reduction of 5 dBA. Quieter procedures shall be used, such as drills rather than impact equipment, whenever feasible;	A construction noise control plan shall be prepared and submitted to the City for review. Implement noise control techniques to reduce ambient noise levels.	Prior to demolition, grading or building permit issuance Measures shown on plans, construction documents and specification and ongoing through construction	Project sponsor(s) and contractor(s)	CDD

Mitigation Monitoring and Reporting Program				
Mitigation Measure	Action	Timing	Implementing Party	Monitoring Party
<p>* Stationary noise sources shall be located as far from adjacent receptors as possible and they shall be muffled and enclosed within temporary sheds, incorporate insulation barriers, or other measures to the extent feasible; and</p> <p>* When construction occurs near residents, affected parties within 400 feet of the construction area shall be notified of the construction schedule prior to demolition, grading or building permit issuance. Notices sent to residents shall include a project hotline where residents would be able to call and issue complaints. A Project Construction Complaint and Enforcement Manager shall be designated to receive complaints and notify the appropriate City staff of such complaints. Signs shall be posted at the construction site that include permitted construction days and hours, a day and evening contact number for the job site, and day and evening contact numbers, both for the construction contractor and City representative(s), in the event of problems.</p>				
<p><i>Specific Plan Impact NOI-3: The Specific Plan would introduce sensitive receptors to a noise environment with noise levels in excess of standards considered acceptable under the City of Menlo Park Municipal Code. (Potentially Significant)</i></p>				



STAFF REPORT

Planning Commission

Meeting Date: 5/20/2024

Staff Report Number: 24-027-PC

Informational Item: Update on the City’s 2024-25 Capital Improvement Plan

Recommendation

This is an informational item and does not require Planning Commission action.

Policy Issues

The City Council adopts the Capital Improvement Plan (CIP) as part of the budget adoption process annually in June. The City Council’s annual goal-setting process provides clarity on the use of city resources as well as prioritization of services and projects for the upcoming fiscal year (FY). Goals and priorities identified in the City Council’s annual goal-setting process are incorporated into the CIP each year based on available funding and resources. On March 12, the City Council provided direction on its goals and priorities. On March 26, the City Council approved the FY 2024-25 budget principles. The CIP will be presented to the City Council for adoption as part of the budget process in June.

For FY 2024-25, the City Council identified the following major priorities: Climate Action, Emergency and Disaster Preparedness, Housing and Safe Routes. Based on the City Council’s priorities, projected staff balances and staff resources, staff has developed a draft CIP for the following five years (2024-2029) for the City Council’s review and consideration.

Sections 65400, 65401, and 65403 of the California Planning and Land Use Government Code require the City’s governing body or planning commission to review public works projects proposed for the fiscal year to determine conformity with the adopted General Plan. As the governing body, the Council reviews the City’s five-year CIP recommendations and determines if the proposed capital projects are in conformance with the goals, policies, and actions contained within the General Plan.

Background

This five-year CIP outlines the vision for short- and long-range development, maintenance, improvement and building of new infrastructure assets to benefit residents, businesses, property owners and visitors, consistent with the City Council’s priorities. It provides a linkage between the General Plan, various master planning documents and overall infrastructure needs. On May 14, staff presented the proposed FY 2024-25 budget to City Council and received feedback and direction (Attachment A).

The draft five-year CIP will be included in the city manager’s proposed 2024-25 budget. The City Council will conduct a budget workshop on May 23 and a public hearing of the proposed budget and CIP on June 11 before the scheduled adoption of the budget on June 25.

Analysis

Staff has identified the General Plan goal(s) that most directly pertains to each project. The following goals were identified as those most relevant to the proposed projects:

- Circulation Element CIRC-1: Provide and maintain a safe, efficient, attractive, user-friendly circulation system that promotes a healthy, safe, and active community and quality of life throughout Menlo Park.
- Land Use Element LU-5: Strengthen the Downtown and El Camino Real corridor as a vital, competitive shopping area and center for community gathering, while encouraging preservation and enhancement of Downtown's atmosphere and character as well as creativity in development along El Camino Real.
- Land Use Element LU-6: Preserve open-space lands for recreation; protect natural resources and air and water quality; and protect and enhance scenic qualities.
- Land Use Element LU-7: Promote the implementation and maintenance of sustainable development, facilities, and services to meet the needs of Menlo Park's residents, businesses, workers, and visitors.
- Open Space Element OSC2: Provide parks and recreation facilities.
- Open Space Element OSC3: Protect and enhance historic resources.
- Open Space Element OSC4: Promote sustainability and climate action planning.
- Safety Element S1: Assure a safe community.

Staff has evaluated the FY 2024-25 CIP and finds that the CIP items are generally consistent with the General Plan goals. Staff will recommend that the City Council make the finding of consistency with the General Plan.

Impact on City Resources

CIP projects require an allocation of staff time and funds to support community engagement, design and construction, which will occur as a part of the annual budget adoption process. The city manager's proposed budget including the five-year CIP will be published by June 1.

Environmental Review

General Plan consistency determination at a future meeting by the City Council is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378 since it is not a project as defined under CEQA. The potential environmental impacts associated with the FY 2024-25 projects in the five-year CIP will be considered for each individual project as part of its implementation.

Public Notice

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

Attachments

- A. Project table including project status and descriptions

Report prepared by:
Azalea Mitch, Public Works Director

Five Year Capital Improvement Plan Update (2024-29)																
City Building and Systems																
Name	Status	Description	District	General Plan Reference							Funding Source 1	Funding Source 2	Request 24-25	Carryover	Total for 24-25	Planned 25-29 Requests
				LU-6 Downtown/E Camino Real	LU-6 Open Space, OSC 2 Provide Parks and Recreation Facilities	LU-7 Sustainable Services, OSC 4 Promote sustainability and climate action planning	C/RC-1 Safe Transportation System	OSC3 Protect and enhance historic resources	S1 Assure a safe community							
1 CPB002 City Buildings (Minor)	Ongoing	This ongoing project consists of the implementation of improvements that extend the useful life of systems, equipment, and accessibility in all City buildings. This project does not provide for the replacement or significant renovation of City facilities. In 2024-25, funds are anticipated to be needed for building repairs and painting at several city buildings, minor internal renovations at City Hall and at Belle Haven Child Development Center.	All		■				■	General Capital		\$200,000	\$735,456	\$935,456	\$2,000,000	
2 CPB003 Fire Plan and Equipment Replacement for City Buildings	Design	This project consists of fire alarm and security system modernization for City Hall and the Police Department, City Council Chambers, and Menlo Park Library.	All		■				■	General Capital		\$1,100,000	\$99,357	\$1,199,357		
3 CPB005 City Buildings HVAC Modifications	Construction	This project modifies the heating, ventilation and air conditioning (HVAC) systems in the Armillaga Family Recreation Center and City Hall to address system deficiencies. At the Recreation Center, the project will evaluate and implement options for addressing temperature fluctuations and equipment failure. In City Hall, the project focuses on improving the design of the HVAC system that serves the police dispatch area and MPOE room on the lower floor of City Hall.	All		■					General Capital			\$218,656	\$218,656		
4 CPB007 Main Library Roof Replacement	Bid/Award	This project would replace the ceramic tile roof, which is at the end of its life and leaking, with a composite shingle roof. This project is partially funded with a California State Library grant.	3		■				■	General Capital	Grant			\$1,017,000	\$1,017,000	
5 CPB023 Burgess Pool Building Renovations	Design	This project is designed to address multiple concerns with the lobby of the Burgess Pool building, such as accessibility, the inadequate space of the transaction area and the high noise levels. The project would involve modifications to the entrance to the lobby and installation of automatic (ADA) doors, lighting changes, and minor renovations to the floors and finishes in the lobby for improved durability. In 2023, the project scope was expanded to address high priority maintenance inside the locker room and restrooms, which is approximately 80 percent of the additional funding requested.	All		■				■	General Capital		\$805,000	\$95,000	\$900,000		
6 CPB024 BHCC Clean Infrastructure	Construction	This project includes installing microgrid (solar) canopies, battery backup system, and 27 EV Charging stations at the BHCC Main Campus and Kelly Field Lot. The project is design build and the City is working with Optony (EV consultant), Engle (contractor), and Meta.	1		■				■	MPCC	Tax Credit		\$1,988,924	\$1,988,924		
7 CPC001 Information Technology Master Plan and Implementation	Ongoing	This project will include findings of a pending assessment of the existing technology tools in use within the organization, which will result in a new IT Master Plan. Projects for 24-25 include end of life network equipment replacements/upgrades and enhancements, disaster recovery, cybersecurity enhancements, and replacement of soon to be end-of-life telephone system.	All		■				■	General Capital		\$570,000	\$652,413	\$1,222,413	\$2,000,000	
8 CPC005 Police Radio Replacement	Planning	Current radio infrastructure for emergency dispatch uses copper wire which is at the end of useful life and failing daily - which impacts safety service delivery. The recommended system uses AT&T fiber optic Ethernet circuits to the remote radio sites so all of the copper-wire T-1 circuits can be eliminated. This work is proposed to be phased over three fiscal years.	All		■				■	General Capital			\$300,000	\$300,000	\$350,000	
9 STB001 Corporation Yard Needs Assessment	Planning	Building on the Facilities Inventory and Maintenance Plan, the master plan will evaluate the functions and services provided at the Corporation Yard, which was built in the 1970s, and recommend the implementation of best management practices to improve office workflow, use of space, water and energy efficiency, parking, material storage and the fuel facility.	3		■				■	General Capital			\$99,139	\$99,139		
10 CPB025 Belle Haven Child Development Center zero net energy retrofit	Planning	To electrify the facility, this project includes the replacement of all natural gas equipment (five furnaces and one stove). The work will include an upgrade to the existing electrical infrastructure and improved ventilation and air conditioning (HVAC) systems with filtration.	All		■					General Capital			\$138,000	\$138,000		
11 CPB026 Building Exterior Improvements	Ongoing	This program includes roof replacements for City Hall, Armillaga Family Gymnasium, Burgess Pool, Menlo Children's Center, Belle Haven Child Development Center and other improvements as recommended in the Facilities Condition Assessment.	All		■				■	General Capital		\$200,000	\$700,000	\$900,000	\$500,000	
Subtotal												\$2,875,000	\$6,043,945	\$8,918,945	\$4,850,000	

Environment																			
Name	Status	Description	District	LU-5 Downtown/E Camino Real	LU-6 Open Space, OSC2 Provide Parks and Recreation Facilities	LU-7 Sustainable Services, OSC4 Provide sustainability and climate action planning	CIRC-1 Safe Transportation System	OSC3 Protect and enhance historic resources	S1 Assure a safe community	Funding Source 1	Funding Source 2	Request 24-25	Carryover	Total for 24-25	Planned 25-29 Requests				
12 CPE002 Electric Vehicle Chargers at City Facilities	Design	Install electric vehicle charging infrastructure in city parking lots located at the City Council Chambers, Police Department, and Corporation Yard. Explore additional funding opportunities to support this project.	3							General Capital	Grant	\$600,000	\$1,338,969	\$1,938,969	\$1,078,000				
13 STE001 Sea Level Rise Resiliency Plan	Planning	The sea level rise resiliency project would fund approximately 3 years (2020 - 2022) of membership dues in OneShoreline, the countywide flood protection and sea level rise resiliency agency, formed as a collaborative effort of San Mateo County and 20 cities in the County. The San Mateo County Sea Level Rise Vulnerability Assessment, completed in March 2018, formed the basis for this agency after finding that sea level rise in 2100 could impact \$34 billion in property on the San Francisco Bay shoreline and coastside, north of Half Moon Bay in San Mateo County.	1							General Capital			\$110,000	\$110,000					
14 CPE008 Smart Irrigation Infrastructure Project	Planning	The project will convert 42 manual irrigation sprinklers to advanced wireless smart irrigation system in the city-maintained parks and medians. The new system would include an interactive web portal and leak detection technologies to assist city staff to make efficient decision making and operation management. The new irrigation system is estimated to conserve 30 percent of the current water usage.	All							General Capital	Grant	\$389,000	\$232,500	\$621,500					
15 STB007 Burgess Campus Building Efficiency & Electrification	Planning	Complete an analysis and develop a plan to electrify and improve the energy efficiency of the Burgess Campus including the following facilities: City Hall, Arillaga Family Gymnasium and Recreation Center, Burgess Pool, Arillaga Family Gymnastics, Menlo Park Library	All							General Capital					\$3,880,000				
16 STE007 Urban Forest Management Plan	Planning	The Urban Forest Master Plan is a document that will guide urban forestry in Menlo Park to maximize long-term climate, biodiversity and health benefits for the community and to ensure that urban forest management aligns with the City's strategic goals. This plan will highlight existing needs and resources and present recommendations to work toward a shared vision for a robust and equitable urban forest.	All							Heritage Tree Fund	Grant	\$250,000	\$250,000	\$500,000					
											Subtotal	\$1,239,000	\$1,931,469	\$3,170,469	\$4,958,000				

Parks and Recreation																	
Name	Status	Description	District	LU-5 Downtown/E Caminito Rent	LU-6 Open Space	LU-7 Sustainable Services	CIRC-1 Safe Transportation System					Funding Source 1	Funding Source 2	Request 24-25	Carryover	Total for 24-25	Planned 25-29 Requests
17	CPP001 Aquatic Center Maintenance (Annual)	Ongoing	This ongoing project consists of the implementation of minor improvements under \$100,000 intended to extend the useful life of systems, infrastructure and equipment at the Burgess and Belle Haven pools. This program does not provide for the replacement or significant renovation of the City's pools.	1, 3		■		■				General Capital		\$100,000	\$1,106,407	\$1,206,407	\$400,000
18	CPP002 Bedwell Bayfront Park Collection and Leachate Systems Repair	Construction	This project improves existing gas collection and leachate systems serving the former landfill at Bedwell Bayfront Park and includes several phases. Replacing gas extraction wells and installing a new leachate pumping system to comply with best management practices are included to increase methane capture and reduce greenhouse gas emissions.	1		■			■			Landfill Post			\$666,459	\$666,459	
19	CPP003 Bedwell Bayfront Park Entrance Improvements	On Hold	This project consists of the implementation of capital improvements recommended in the 2017 Bedwell Bayfront Park Master Plan. The improvements are necessary to improve services to the high number of park users and to address aging infrastructure and incorporate sea level rise protection. The project is on hold due to staff vacancies and coordination on sea level rise protection options.	1		■						General Capital	Grant		\$1,251,817		
20	CPP005 Park Improvements (Minor)	Ongoing	This ongoing project consists of the implementation of minor improvements under \$100,000 intended to extend the useful life of systems, infrastructure and equipment in the City's parks. This program does not provide for the replacement or significant renovation of the City's park facilities.	All		■			■			General Capital		\$300,000	\$343,536	\$643,536	\$1,200,000
21	CPP006 Park Pathways Repair	Ongoing	The project replaces damaged pathways at Burgess, Nealon, and Stanford Hills Parks for safety and accessibility requirements. Future year repairs will be prioritized following completion of these first three high-priority repairs.	All		■			■			General Capital		\$500,000	\$455,080	\$955,080	\$2,000,000
22	CPP007 Park Playground Equipment	Ongoing	This project addresses playground improvements prioritized in a 2015 comprehensive Playground Safety Inspection Report. In addition to meeting updated California Safety Standards, the new playgrounds may incorporate theme-based educational and interactive components as the budget allows. Playgrounds to be upgraded in the next five years include: Jack Lyle Park, Sharon Park, and Karl E. Clark.	2, 3		■			■			General Capital		\$500,000	\$50,000	\$550,000	\$2,000,000
23	CPP009 Sport Field Renovations	Ongoing	The project includes turf replacement, drain cleaning and field leveling of the sport fields managed by the City. Payments to the Menlo Park City School District for renovations of the Hillview School field in accordance with the City and Districts joint use agreement and maintenance obligations. Kelly Field turf replacement is budgeted separately. In summer 2024, the field at La Entrada will be renovated according to the cost sharing agreement between the City and the Las Lomas School District. In future years, this project also allows for the accumulation of funds in order to replace fields more often under the herbicide-free parks program.	All		■			■			General Capital		\$300,000	\$241,382	\$541,382	\$1,200,000
24	CPP010 Sport Court Maintenance	Ongoing	This program is ongoing and focuses on the implementation of adequate maintenance practices (i.e. crack repair and court resurfacing) to extend the useful life of the City's sport courts. The program follows a maintenance schedule that includes the full reconstruction of every court every twelve years. Improvements to mitigate noise are also included in this program.	All		■			■			General Capital		\$120,000	\$261,041	\$381,041	\$540,000
25	CPP020 Kelly Park Turf and Track Replacement	Design	This project consists of the replacement of the turf field and track at Kelly Park, which is at the end of its useful life.	1		■			■			General Capital			\$2,006,276	\$2,006,276	
26	CPP021 Belle Haven Park Improvements	Planning	This project would begin the process of identifying and implementing park improvements in the Belle Haven neighborhood, including Karl E. Clark and Hamilton Parks and a new pocket park on city-owned land on Willow Road near Pierce Road.	1		■			■			Community Amenities		\$1,000,000	\$300,000	\$1,300,000	\$3,000,000
													Subtotal	\$2,820,000	\$6,681,997	\$7,043,773	\$10,340,000

Stormwater															
Name	Status	Description	District	LU-5 Downtown/E Camino Real	LU-6 Open Space, OS2 Provide Parks and Recreation Facilities	LU-7 Sustainable Services, OS4 Provide sustainable action planning	CIRC-1 Safe Transportation System	OS3 Protect and enhance historic resources	S1 Assure a safe community	Funding Source 1	Funding Source 2	Request 24-25	Carryover	Total for 24-25	Planned 25-29 Requests
27	CPR002 Chrysler Pump Station	Construction	This project involves the design and construction of a new Chrysler Stormwater Pump Station. The existing facility was originally built in 1958 and has reached the end of its useful life. The improved facility will provide flood protection to sections of the Bayfront area, which include the Menlo Gateway buildings and a part of the Meta (formerly Facebook) Campus site. The City has been awarded a grant from the Federal Emergency Management Agency (FEMA) which would reimburse the City for \$5M towards the general capital fund. The requested funds in FY2024-25 include the second phase of the \$1.6 million in construction contingency identified when the construction contract was awarded on February 28, 2023.	1						General Capital	Grant	\$595,702	\$6,047,897	\$6,643,599	
28	CPR003 San Francisquito Creek Upstream of 101 Flood Protection	Design	The second of two projects, the effort being led by the San Francisquito Creek Joint Powers Authority focuses on improvements to creek sections located upstream of U.S. Highway 101 to protect communities in the City and the cities of Palo Alto and East Palo Alto from an event similar to the flood of 1998.	1, 2						General Capital			\$18,813	\$18,813	\$3,400,000
29	CPR007 Trash Capture Device Installation	Planning	This project proposes the installation of small scale full trash capture devices at hot spots to meet State Water Board requirements for 100% Trash Load Reduction by 2025.	All						General Capital		\$90,000		\$90,000	
30	CPR006 San Francisquito Creek Stabilization	Planning	The project is located along the San Francisquito Creek near the existing trail system that connects Alma Street to El Palo Alto Park. The scope of work includes stabilizing the side slope of the creek for erosion control during the rainy season. The project is being led by Caltrain in conjunction with Menlo Park and Palo Alto.	3, 4						General	SB1	\$1,158,000		\$1,158,000	
31	CPR008 SAFER Bay Implementation	Planning	This project would provide funds to support the start time needed to continue to implement a portion of the SAFER Bay project within Menlo Park. The City, SFCJPA, PG&E and Meta collaborated on an application to the Building Resilient Infrastructure and Communities (BRIC) program, which was submitted to the California Office of Emergency Services (Cal OES) and FEMA in 2020-21. On July 2, 2021, the City received confirmation that FEMA had selected the Menlo Park SAFER Bay project for further review. In May 2023, the City was notified that Phase 1 (environmental clearance and design) funds have been awarded.	1						General Capital	Grant	\$500,000	\$3,999,470	\$4,499,470	\$63,200,000
32	STR003 Storm System Funding Study	On Hold	The Storm System Funding Study will make recommendations to pay for capital improvements identified in the Stormwater Master Plan to address surface water collection, operations, maintenance, treatment and storage requirements. It will evaluate future revenues and expenditures and identify an approach to fund improvements. It will also consider new regulations introduced in the updated regional stormwater permit order, which expand stormwater regulatory requirements and will have additional costs on city operations.	All						General Capital			\$110,000	\$110,000	
33	CPR004 San Francisquito Creek Maintenance	Future Year	The scope of work includes the implementation of erosion control measures and repairs to San Francisquito Creek, including bridges, to mitigate damage from storm events.	2, 3, 4, 5						General Capital					\$250,000
Subtotal												\$2,343,702	\$10,176,179	\$12,519,881	\$66,850,000

Streets and Sidewalks															
Name	Status	Description	District	LU-5 Downtown/E Camino Real	LU-6 Open Space, OS2 Provide Parks and Recreation Facilities	LU-7 Sustainable Services, OS4 Promote sustainability and climate action planning	CIRC-1 Safe Transportation System	OS3 Protect and enhance historic resources	S1 Assure a safe community	Funding Source 1	Funding Source 2	Request 24-25	Carryover	Total for 24-25	Planned 25-29 Requests
34 CPS002 Downtown Parking Lot Study	Planning	The project begins to implement Housing Element Program H.4.G (Prioritize Affordable Housing on City-owned Parking Lots Downtown), which promotes housing development on underutilized City-owned parking lots in downtown. As part of the first phase, the project would conduct a feasibility study to assess which parking lots are most suitable for residential development.	3, 4							General Capital			\$100,000	\$100,000	
35 CPS003 Utility Undergrounding	On Hold	An undergrounding district provides framework to place overhead electrical and communication lines underground, which is consistent with the policy direction provided in the El Camino Real/Downtown Specific Plan and would be necessary for a potential future parking lot development downtown. Three utility undergrounding districts were adopted by the City in February 2020: downtown, Middlefield Avenue and Alma Street near Burgess Drive. This project would provide additional funds for the prioritization of these districts and to allow design work to progress. The construction phase of this project would be funded by Rule 20A funds.	All							General Capital			\$661,556	\$661,556	
36 CPS004 Downtown Streetscape Improvement	Ongoing	This project plans and implements street furniture, landscaping, and streetscape improvements in the downtown area per the El Camino Real/Downtown Specific Plan. Since 2020-21, these funds are supporting the temporary street trees and closure of parts of Santa Cruz Avenue between El Camino Real and University Drive to vehicle traffic.	3							General Capital	Downtown Public Amenity		\$480,815	\$480,815	
37 CPS006 Plaza 7 Renovations	On Hold	This project provides needed improvements at Parking Plaza 7 including asphalt pavement rehabilitation, storm drainage, lighting and landscaping.	4							Downtown Parking Permits			\$2,200,000	\$2,200,000	
38 CPS007 Plaza 8 Renovations	On Hold	This project provides needed improvements at Parking Plaza 8 including asphalt pavement rehabilitation, storm drainage, lighting and landscaping.	4							Downtown Parking Permits			\$200,000	\$200,000	\$2,000,000
25 CPS011 Sidewalk Repair Program	Ongoing	This project consists of the removal of hazardous sidewalk offsets and the replacement of sidewalk sections that have been damaged by city tree roots in order to eliminate trip hazards. The project also includes roadway repairs including curb and gutter replacements and asphalt patch work. Work under this contract will be issued to on an on-call basis. This project utilizes funds from the Landscaping Assessment District and the street resurfacing fund.	All							Sidewalk Assessment	General Capital	\$600,000	\$511,745	\$1,111,745	\$2,150,000
26 CPS013 High Voltage Streetlight Conversion	Design	Three neighborhoods in Menlo Park have streetlights on high voltage series circuits, which are unreliable, prone to damage and cause frequent, widespread outages. This project would replace these circuits with updated electrical equipment to improve reliability of streetlights. In FY2024-25, this project focuses on West Menlo.	All							General Capital		\$2,000,000	\$30,369	\$2,030,369	\$2,000,000
27 CPS014 Street Resurfacing Project	Bid/Award	This project includes the selection of streets to be resurfaced or slurry sealed each fiscal year and utilizes a Pavement Management System to assess street conditions and assist in the selection process. This project enhances the City's roadway network, improves safety, and incorporates multi-modal transportation infrastructure in accordance with the City's transportation plans. On December 5, 2023 staff presented the 5-Year Street Maintenance Plan to the City Council. The plan will serve as a blueprint to maintain the City's roadway pavement condition index over the next five fiscal years and can be adjusted as needs arise each year. This cost estimate does not account for application of any specialized paving treatments to reduce roadway noise.	All							Const. Impact Fee	Highway Users Tax	\$4,260,000	\$4,871,070	\$9,131,070	\$12,480,000
28 CPS016 Middlefield Rd Resurfacing	Planning	This project would resurface the portions of Middlefield Road (Woodland to Ravenswood) that were not recently resurfaced by Cal Water as part of a water main replacement project. The project will include permanent striping for the portions of Middlefield Road that will received striping in paint for the ongoing pilot lane reconfiguration. It will also include evaluation of upgrades to the Middlefield/Willow and Middlefield/Woodland intersections. The project will include robust outreach on the pilot and the remaining sections of Middlefield Road including workshops, pop up events, and a public survey.	2							Measure W			\$130,796	\$130,796	\$700,000
29 CPS023 Welcome to Menlo Park Monument Signs	Future Year	The project involves the design of "Welcome to Menlo Park" signs at approximately five key locations entering Menlo Park to further the City's brand as a desirable place to live, work and play. The proposed locations would include Sand Hill Road, Marsh Road, Willow Road, and both north and south ends of El Camino Real. The monument signs will meet the City's branding standards and comply with applicable Caltrans permitting requirements.	All							General Capital					\$180,000
30 CPS025 Sand Hill Tunnel Rehabilitation	Planning	This project assesses improvement options to retain the structural integrity of Sand Hill Road (at tunnel) near Sand Hill Circle.	5							General Capital			\$490,000	\$490,000	\$1,700,000
Subtotal												\$6,860,000	\$9,676,351	\$16,536,351	\$21,210,000

Transportation																
Name	Status	Description	District	LU-5 Downview/El Camino Real	LU-6 Open Space, OSC2 Provide Parks and Recreation Facilities	LU-7 Sustainable Services OSC4 Promote sustainability and climate action planning	CRC-1 Safe Transportation System	OSC3 Protect and enhance historic resources	S1 Assure a safe community	Funding Source 1	Funding Source 2	Request 24-25	Carryover	Total for 24-25	Planned 25-29 Requests	
31	CPT003 El Camino Real Crossing Improvements	Design	This project is designing and implementing improvements for east-west pedestrian and bicycle connections as identified in the El Camino Real Corridor Study. The project will implement improvements at Ravenswood Avenue. Improvements are under study or design at Roble Avenue, Santa Cruz Avenue, Oak Grove Avenue, and Encinal Avenue. The project is supported by a grant from SMCTA.	3, 4						TIF	Grant	\$1,000,000	\$339,889	\$1,339,889	\$1,000,000	
32	CPT004 Haven Avenue Streetscape Improvements	Construction	This project provides new pedestrian facilities and intersection upgrades on Haven Avenue, from Marsh Road to the Atherton Channel. The scope of work generally includes installation of new sidewalks, curb ramps, asphalt resurfacing, and traffic signal upgrades. The project will also install a new pedestrian bridge across Atherton Channel. This project is partially funded by grants from SMCTA, Caltrans and the state of California.	1						TIF	Grant	\$70,000	\$433,830	\$503,830		
33	CPT005 Middle Avenue Caltrain Crossing Study Design and Construction	Design	This project would provide a grade-separated crossing under the Caltrain railway to create a pedestrian/ bicycle connection near Middle Avenue, between Alma Street near Burgess Park and El Camino Real at the plaza being developed as part of the Middle Plaza at 500 El Camino Real development. The project has completed preliminary design and environmental clearance and is working on securing the needed right of way. Coordination with Caltrain on the project is ongoing as it moves forward into final design. This project is supported by grants from SMCTA, the County of Santa Clara, the One Bay Area Grant program, and a contribution from the federal government as member-designated project by Representative Eshoo.	3						TIF	Grant	\$16,130,000	\$1,305,213	\$17,435,213		
34	CPT006 Middlefield Road and Linfield Drive, Santa Monica Ave. Crosswalk Improvement	Design	This project would evaluate and complete engineering design for crossing improvements at the Middlefield Road/Linfield Drive and Santa Monica Avenue intersections to improve bicycle and pedestrian safety at this location. This project effort would include coordination with Menlo Park Fire Protection District for emergency access considerations to Station 1 adjacent to the intersection. This project will be coordinated with Middlefield Road Resurfacing.	3						Measure A			\$80,000	\$80,000		
35	STT001 Caltrain Grade Separation	Design	In 2023, City Council reaffirmed the selection of a hybrid grade separation of Caltrain (combined lowered road and raised rail) for Ravenswood, Oak Grove, and Glenwood Avenues. The project would start the environmental review and preliminary (30%) design work to advance the preferred concept.	3						TIF	Grant		\$2,108,892	\$2,108,892	\$17,500,000	
36	CPT007 Traffic Signal Modifications	Ongoing	This annual project provides funds to upgrade City traffic signals. Funds would be used to replace equipment nearing the end of its useful life, enhance signal phasing and timing, and upgrade existing signals to current standards. The funds provided will generally allow a complete upgrade of a single intersection or upgrades to components of approximately three signals per year. Projects will be prioritized for implementation through the Transportation Master Plan.	All						TIF		\$2,375,000	\$1,142,804	\$3,517,804	\$1,500,000	
37	CPT008 Transit Improvements	Ongoing	The purpose of this project is to support development of transit options and improvements in Menlo Park. Improvements to bus stop amenities (benches, new signs, schedules and markings to guide shuttle users) will be installed through this project. This project also includes the City's match for the Shuttle Evaluation Study, for which the City was awarded a Caltrans Sustainable Planning Grant. The study will provide a comprehensive evaluation of the City's shuttle system.	All						TIF	Grant		\$49,495	\$49,495		
38	CPT009 Transportation Projects (Minor)	Ongoing	This annual project supports small transportation projects such as minor crosswalk enhancements, bicycle lane gap closures, traffic signal modifications and sign/ striping installations and restores routine maintenance levels for more timely response to resident complaints. Projects will be prioritized for implementation through the Transportation Master Plan. Funding will help address issues identified through initiation of the safe routes to school program.	All						TIF	Measure A		\$935,314	\$935,314	\$700,000	
39	CPT010 Willow/101 Interchange Improvements	Design	Construction of the Willow Road/US 101 interchange was completed in mid-2019. As a follow up to the interchange reconstruction, this funding would support the planning and design of landscaping to be installed in the project area. The landscaping design would be closely coordinated with Caltrans, who owns and has responsibility to maintain the majority of the project area; San Mateo County Transportation Authority (funding partner for the interchange construction); and East Palo Alto, since a portion of the interchange located within the boundaries of East Palo Alto.	1, 2						Grant	Measure A		\$408,474	\$408,474		
40	CPT022 Willow Road Pedestrian and Bicycle Safety projects	Design	This project would design and implement pedestrian and bicycle improvements on Willow Road between Bayfront Expressway and US 101, including a new pedestrian crossing at O'Brien Drive and Class IV separated bikeways on both sides of the street. This project would follow Caltrans recent work to repave Willow Road and make near-term improvements, including installation of buffered bike lanes and high visibility crosswalks.	1						TIF	Grant	\$900,000	\$7,000	\$907,000	\$2,675,000	
41	CPT029 Caltrain Quiet Zone Evaluation	Design	This project would advance final design to implement grade crossing improvements at Ravenswood and Oak Grove Avenues needed to establish a quiet zone throughout Menlo Park. The carryover funds represent the balance remaining from the contribution from Springline through the project's development agreement. Future year funds (\$4 million) are needed for construction of the improvements at Ravenswood and Oak Grove Avenues, though the funding source is still uncertain. Staff will continue to look for funding opportunities. Improvements at Glenwood and Encinal Avenues would be completed as time and funding levels allow, and are not yet shown in this five-year plan horizon.	3, 4						Downtown Public Amenity		\$130,000		\$130,000	\$4,000,000	
42	CPT030 Belle Haven Traffic Calming Plan Implementation	Construction	This project would fund ongoing staff time to support completion of the Belle Haven Traffic Calming Plan implementation efforts.	1						Measure W			\$30,192	\$30,192		
43	CPT031 Middle Avenue Complete Streets Study	Design	This project is implementing the City Council adopted plan to implement traffic calming and bicycle lanes along Middle Avenue, building on recommendations from the Transportation Master Plan. The bicycle lanes have been implemented as a pilot in fall 2023, with design of raised crosswalks, speed feedback signs, and other elements to follow. The pilot will include community engagement during the pilot. Between El Camino Real and University Drive, Stanford University was the responsible party for the pilot bicycle lanes implementation as an environmental mitigation measure (TRA-2.1) for the Middle Plaza (500 El Camino Real) project. This project is partially funded by a grant from SMCTA. Additionally, this project will resurface Middle Avenue from ECR to San Mateo Drive. Design and construction budgets will be covered under the "CPS014 Street Resurfacing" program.	4, 5						General Capital	Grant	\$1,650,000	\$1,370,089	\$3,020,089	\$2,493,989	
44	STT005 Coleman-Ringwood Avenues Transportation Study	Planning	This study is being led by San Mateo County in partnership with the City of Menlo Park. The study area is Coleman Avenue from Willow Road to Ringwood Avenue and Ringwood Avenue from Bay Road to Middlefield Road. The study will develop preferred conceptual designs for Ringwood and Coleman Avenues through a robust community engagement process, including gathering and analyzing data, developing and applying evaluation criteria, and identifying improvements to active transportation, safety and mobility.	3						Measure W			\$68,489	\$68,489		
Subtotal												\$22,255,000	\$8,279,682	\$30,534,682	\$29,868,989	

Water																	
Name	Status	Description	District	LU-5 Downtown/E Caminito Res	LU-6 Open Space, OS2 Provide Parks and Recreation Facilities	LU-7 Sustainable Services, OS4 Provide sustainable action planning	CIRC-1 Safe Transportation System	OS3 Protect and enhance historic resources	S1 Assure a safe community	Funding Source 1	Funding Source 2	Request 24-25	Carryover	Total for 24-25	Planned 25-29 Requests		
45 CPW001 Automated Meter Reading	Construction	This project will install smart meters that will automatically provide hourly water usage data. It will help detect water leaks, reduce water loss, and improve customer service.	All		■					Water Fund	Grant	\$887,000	\$1,016,762	\$1,903,762			
46 CPW003 Water Storage/Supply	Ongoing	This project will help meet Menlo Park Municipal Water's goal to provide a total of 3,000 gpm as an alternative water supply for the lower pressure zone, via 2-3 wells. MPMWD developed a screening process (2010), gathered community input and evaluated potential well sites (2011), drilled two exploratory borings (2012), and ranked the sites (2013). The first well at the City's Corporation Yard was constructed in 2020, with plans to perform final testing in 2024. MPMWD has drilled monitoring wells (Willows Oaks Park and SRI parking lot) to determine groundwater levels over a 12-month period and exploratory wells (Willow Oaks school field, Fire Station No. 1, and SRI parking lot) to determine possible well yields. This project will also design and construct well #2 and well #3, if needed to meet the 3,000 gpm goal.	3		■			■	Water Fund		\$1,650,000	\$2,359,751	\$4,009,751	\$7,150,000			
47 CPW009 Reservoir No. 2 Roof Replacement & Mixers	On Hold	The project involves the replacement of the roof on Reservoir 2, which is deteriorating and at the end of its life expectancy. The replacement would ensure continued public health protection and system reliability. This project also funds the purchase and installation of solar-powered mixers for Reservoir #1 and Reservoir #2 to improve water quality.	5		■			■	Water Fund			\$3,538,402	\$3,538,402	\$1,000,000			
48 CPW010 Water Main Replacement	Construction	Water main replacement project is an annual ongoing project that focuses on the design and replacement of the City's aging water supply system to ensure continued public health protection and system reliability. Using a condition assessment based on pipe age, material, size and hazards, sections of the water system that are most vulnerable to failure were selected for replacement and included in the 2023 Water System Master Plan Supplement. This project also involves the planning, design and implementation of water infrastructure improvements recommended in the 2023 Water System Master Plan to address fire flow capacity deficiencies identified throughout the Menlo Park Municipal Water service area.	All		■			■	Water Fund		\$1,322,000	\$3,431,047	\$4,753,047	\$13,998,376			
49 CPW015 Water Storage Reservoir and Pump Stations	Future Year	This project will design and construct a water storage reservoir, in conjunction with design and construction of two booster pump stations to provide sufficient operational, emergency, and fire flow storage needs for the lower and high pressure zones as identified in the Water System Master Plan. The pump stations will provide sufficient operational, emergency, and fire flow storage needs for the lower and high pressure zones as identified in the Water System Master Plan.	1, 2, 3		■			■	Water Fund		\$500,000	\$153,000	\$653,000	\$31,000,000			
50 CPW017 Water System Improvements	Planning	This project will make various improvements to the water system such as those identified in the Water System Master Plan. These include the following: - Calwater Alma Interconnection: This project will install a metered interconnect between the Menlo Park Water System and Calwater system at Alma St. - L Zone 12" Check Valve Hill SFPUC: The High Pressure Zone is served directly from the SFPUC Hill Turnout. Replacing the existing normally closed valves with check valves would interconnect the Lower Zone and High Pressure Zone if the Hill turnout is out of service. Under normal conditions, the check valve would prevent unregulated high pressure water from flowing into the Lower Zone. Check valves will be installed at the intersections of Del Norte and Terminal Avenue and Del Norte and Market Place. - L Zone 10" Check Valve Burgess SFPUC: SRI is served directly from the SFPUC Burgess turnout without pressure regulation. Replacing the existing normally closed valve with a check valve would interconnects Lower Zone to SRI if the SFPUC Burgess turnout is out of service. Under normal conditions, the check valve would prevent unregulated high pressure water from flowing into the Lower Zone. The check valve would be installed near the existing normally closed valve between the 10-inch bypass and the Burgess PRV station. - Palo Alto Pope Chaucer Interconnection: This project will install a metered interconnect between the Menlo Park Water System and City of Palo Alto Water system at the Pope-Chaucer bridge, set to be reconstructed as part of the San Francisquito Creek flood improvements project. - Automated Blowoffs at Deadend Locations: In the Upper Zone, there are some dead-end locations that have water ages exceeding five days. These locations are also likely to have lower chlorine residuals due to the relatively small demands. This project will install automated blow offs in order to flush these areas and help maintain adequate chlorine residuals. - Sharon Heights Pump Station VFDs: This project will equip Sharon Heights Pump Station with variable frequency drives (VFD) to improve pressure management in the Upper Zone during outage of the Sand Hill Reservoirs. Currently, MPMWD has constant speed pumps, and in the event of an outage, these pumps would need to turn on and off as many times as needed in order to maintain pressure in the distribution system. Equipping pumps with VFDs would allow for the continuous operation of pumps at lower speeds, helping to keep the operating point closer to the best efficiency point, and also avoid over-pressurizing the distribution system.	All		■			■	Water Fund			\$856,400	\$856,400	\$431,100			
											Subtotal	\$4,359,000	\$11,355,362	\$16,714,362	\$53,579,476		
Note: Carry over estimates as of May 1, 2024.																	
											Total	\$42,751,702	\$54,144,985	\$94,438,463	\$191,656,465		