



REGULAR MEETING AGENDA

Date: 11/18/2024
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

E1. Approval of minutes from the October 28, 2024 Planning Commission meeting ([Attachment](#))

E2. Approval of minutes from the November 4, 2024 Planning Commission meeting ([Attachment](#))

F. Public Hearing

F1. Use Permit/Kathleen Liston/801 Hermosa Way:

Consider and adopt a resolution to approve a use permit to demolish an existing one-story, single-family residence and accessory structures and construct a new two-story, single-family residence on a substandard lot with regard to minimum lot width in the R-E (Residential Estate) zoning district. The proposal also includes a detached accessory dwelling unit (ADU), which is a permitted use and not subject to discretionary review. The project includes one development-related heritage tree removal which was reviewed and conditionally approved by the City Arborist. ([Staff Report #24-048-PC](#))

F2. Use Permit Revision and Architectural Control Revision/Laurie Shepard/2800 Sand Hill Rd.:

Consider and adopt a resolution to a use permit revision and architectural control revision for minor alterations to the north elevation of an existing two-story office building located within the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district. Alterations include updating the entry doors and main entry portico, which would result in no increase in gross floor area. ([Staff Report #24-049-PC](#))

F3. Use Permit Revision and Architectural Control Revision/Olana Khan/2245 Avy Ave.:

Consider and adopt a resolution to modify the previously approved use permit and architectural control permit that allowed a temporary classroom to be located at an existing school (Phillips Brooks) in the P-F (Public Facilities) zoning district, until November 15, 2024. The proposed modifications to the permit would allow the current temporary classroom to remain for an additional three years, until November 15, 2027. ([Staff Report #24-050-PC](#))

G Informational Items

G1. 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: December 2, 2024
- Regular Meeting: December 16, 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.

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REGULAR MEETING DRAFT MINUTES

Date: 10/28/2024
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 858 7073 1001 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

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

B. Roll Call

Present: Jennifer Schindler (Chair), Andrew Ehrich (Vice Chair), Katie Behroozi, Katie Ferrick, Misha Silin, Ross Silverstein

Absent: Linh Dan Do

Staff: Connor Hochleutner, Assistant Planner; Kyle Perata, Assistant Community Development Director; Thomas Rogers, Principal Planner

C. Reports and Announcements

Assistant Community Development Director Kyle Perata reported that Community Development staff was working with the Park Line Development project team on a negotiated Development Agreement, and draft terms of that agreement would be brought to the City Council for review in the near future.

D. Public Comment

None

E. Consent Calendar

- E1 Approval of minutes from the August 26, 2024 Planning Commission meeting (Attachment)
- E2 Approval of minutes from the September 9, 2024 Planning Commission meeting (Attachment)
- E3 Approval of minutes from the September 23, 2024 Planning Commission meeting (Attachment)

Chair Schindler opened public comment and closed public comment as no person requested to speak.

ACTION: Motion and second (Ferrick/Ehrich) to approve the consent calendar consisting of the minutes from the August 26, September 9, and September 23, 2024 Planning Commission meetings; passes 6-0 with Commissioner Do absent.



F. Public Hearing

F1. Use Permit/Karen Zak/1460 Bay Laurel Dr.:

Consider and adopt a resolution to approve a use permit to demolish an existing single-story, single-family residence and construct a new two-story, single-family residence with a basement and a detached garage on a substandard lot with regard to minimum lot width in the R-1-S (Single Family Suburban Residential) zoning district; determine this action is categorically exempt under CEQA Guidelines 15303's Class 3 exemption for new construction or conversion of small structures. The proposal includes an attached accessory dwelling unit (ADU) which is a permitted use and not subject to discretionary review. (Staff Report #24-042-PC)

Principal Planner Thomas Rogers said staff had no changes to the published report.

Karen Zak, applicant, spoke on behalf of the project.

Chair Schindler opened the public hearing and closed the public hearing as no person requested to speak.

The Commission discussed the uncovered tandem parking space for the ADU with staff and the unpermitted removal of the heritage staff with the applicant.

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

F2. Use Permit/Steven C Beck & Jane H Baxter/789 Stanford Ave.:

Consider and adopt a resolution to approve a use permit to modify accessory dwelling unit (ADU) standards to exceed the maximum ADU size of 1,000 square feet and maximum bedroom count of two, in order to construct a 1,200-square-foot, three-bedroom detached ADU on a standard lot within the R-1-U (Single Family Urban Residential) zoning district; determine this action is categorically exempt under CEQA Guidelines 15303's Class 3 exemption for new construction or conversion of small structures. (Staff Report #24-043-PC)

Planner Rogers said staff had no changes to the published report.

Steven Beck, property owner, spoke on behalf of the project.

Chair Schindler opened the public hearing and closed the public hearing as no person requested to speak.

Commission discussion revolved around the value of ADUs adding to the housing stock with sensitivity toward the City's square footage regulation for ADUs while suggesting ministerial processes be facilitated as much as possible for the construction of ADUs.

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

- F3. Use Permit/Jessica Sin/212 Ivy Dr.:
Consider and adopt a resolution to approve a use permit to remodel and construct a first-story addition to an existing nonconforming single-story, single-family residence where the proposed work would exceed 75 percent of the replacement value of the existing nonconforming structure in a 12-month period in the R-1-U (Single Family Urban Residential) zoning district at 212 Ivy Drive; determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. (Staff Report #24-044-PC)

Assistant Planner Connor Hochleitner said staff had no changes to the published staff report.

Jessica Sin, project architect, spoke on behalf of the project.

Chair Schindler opened the public hearing and closed the public hearing as no person requested to speak.

Commission discussion included appreciation for the neighbor outreach and the thoughtful single-story design for the project.

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

G Informational Items

- G1. Future Planning Commission Meeting Schedule

- Regular Meeting: November 4, 2024

Mr. Perata said the November 4 agenda had two single-family home use permits and an architectural control and sign review for Bistro Vida at 639-641 Santa Cruz Avenue.

- Regular Meeting: November 18, 2024

Mr. Perata said the agenda was not confirmed for November 18.

H. Adjournment

Chair Schindler adjourned the meeting at 8:05 p.m.

Staff Liaison: Kyle Perata, Assistant Community Development Director

Recording Secretary: Brenda Bennett



REGULAR MEETING DRAFT MINUTES

Date: 11/4/2024
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 858 7073 1001 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Jennifer Schindler called the meeting to order at 7:03 p.m.

B. Roll Call

Present: Jennifer Schindler (Chair), Andrew Ehrich (Vice Chair), Katie Behroozi (arrived at 7:07 p.m.), Linh Dan Do, Katie Ferrick, Misha Silin, Ross Silverstein

Staff: Connor Hochleutner, Assistant Planner; Fahteen Khan, Associate Planner; Kyle Perata, Assistant Community Development Director; Matt Pruter, Associate Planner; Thomas Rogers, Principal Planner

C. Reports and Announcements

Assistant Community Development Director Kyle Perata reported on an upcoming community meeting November 7, 2024 held in English language and one on November 14, 2024 held in Spanish language at the Belle Haven Community Center campus hosted by the City's Housing team to consider anti-displacement strategies.

D. Public Comment

No persons requested to speak.

E. Consent Calendar

None

F. Public Hearing

F1. Use Permit/John Chou/5 Shasta Lane:

Consider and adopt a resolution to approve a use permit for excavation within the required rear setback for a retaining wall on a property located in the R-1-S (Single-Family Residential Suburban) zoning district, and determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. The retaining wall is associated with construction of a new detached ADU, which is a permitted use, although the excavation would also allow for a larger flat yard area. ([Staff Report #24-045-PC](#))

Principal Planner Thomas Rogers said staff had no additions to the published staff report.

John Chou, applicant, introduced himself.

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

ACTION: Motion and second (Ehrich/Ferrick) to adopt a resolution to approve the item as submitted; passes 7-0.

- F2. Use Permit/Hannah Chiu/1401 Santa Cruz Ave.:
Consider and adopt a resolution to approve a use permit to demolish an existing one-story, single-family residence, with a basement and detached garage, and construct a new two-story, single-family residence on a substandard lot with regard to lot width in the R-1-S (Single Family Suburban Residential) zoning district; determine this action is categorically exempt under the CEQA Guidelines 15303's Class 3 exemption for new construction or conversion of small structures. The proposal also includes an attached accessory dwelling unit (ADU), which is a permitted use and not subject to discretionary review. ([Staff Report #24-046-PC](#))

Associate Planner Fahteen Khan said staff had no changes to the published report.

Hannah Chiu, Thomas James Homes, spoke on behalf of the project.

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

ACTION: Motion and second (Do/Ferrick) to adopt a resolution to approve the item as submitted; passes 7-0.

- F3. Architectural Control and Sign Review/Ali El Safy/639-641 Santa Cruz Ave.:
Consider and adopt a resolution to 1) approve an architectural control permit to change the paint color of the front and rear facades of the building at 639-641 Santa Cruz Avenue, install a mural on an existing electrical cabinet on the rear facade of the building, replace the double front door of the 639 Santa Cruz Avenue suite with a single door, and add various architectural details to the front facade of the 641 Santa Cruz Avenue suite, and 2) approve a sign permit for a second blade sign on the front facade of the 641 Santa Cruz Avenue suite that would also exceed three square feet in size at an existing building located in the SP-ECR/D (El Camino Real-Downtown Specific Plan) zoning district; determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. ([Staff Report #24-047-PC](#))

Assistant Planner Connor Hochleitner said staff had no additions to the published staff report.

Charles Belser, project architect, and Christie Perego, applicant representative, spoke on behalf of the project.

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

Commission discussion centered on favorable comments regarding the business' expansion and the mural at the rear of the property and general comments regarding accessibility of the sign guidelines for applicants and application of those guidelines.

ACTION: Motion and second (Ferrick/Behroozi) to adopt a resolution to approve the item as submitted; passes 7-0.

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: November 18, 2024

Mr. Perata said the November 18 agenda would have a use permit for a residential project at 801 Hermosa Way, a use permit revision and architectural control revision for an existing commercial building at 2800 Sand Hill Road, and a use permit and architectural control revision to extend the Planning Commission's previous approval of a temporary classroom for Phillips Brook School, 2245 Avy Avenue.

- Regular Meeting: December 2, 2024

Mr. Perata said the Commission's 2025 meeting calendar would be on the December 2 agenda.

H. Adjournment

Chair Schindler adjourned the meeting at 8:19 p.m.

Staff Liaison: Kyle Perata, Assistant Community Development Director

Recording Secretary: Brenda Bennett



STAFF REPORT

Planning Commission

Meeting Date:

11/18/2024

Staff Report Number:

24-048-PC

Public Hearing:

Consider and adopt a resolution to approve a use permit to demolish an existing one-story, single-family residence and accessory structures and construct a new two-story, single-family residence and accessory structures on a substandard lot with regard to minimum lot width in the R-E (Residential Estate) zoning district, at 801 Hermosa Way, and determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. The proposal also includes a detached accessory dwelling unit (ADU), which is a permitted use and not subject to discretionary review. The proposed project includes the removal of one heritage tree which has been reviewed and conditionally approved by the City Arborist.

Recommendation

Staff recommends that the Planning Commission adopt a resolution approving a use permit to demolish an existing one-story, single-family residence and accessory structures and construct a new two-story, single-family residence and accessory structures on a substandard lot with regard to minimum lot width, in the R-E (Residential Estate) zoning district, at 801 Hermosa Way, and determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. The proposal also includes a new detached ADU, which is a permitted use and not subject to discretionary review. The project includes one heritage tree removal, which has been reviewed and conditionally approved by the City Arborist and is past the appeal period. The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

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

Background

Site location

Using Hermosa Way in the north-south orientation, the subject property is located on the west side Hermosa Way, mid-block between Santa Cruz Avenue and Middle Avenue. The subject property and all of the immediately adjacent properties are zoned R-E, though majority of the neighborhood is zoned R-1-S.

The neighborhood features a variety of architectural styles, including mid-century modern, craftsman, ranch, and, traditional. A number of the surrounding residences have recently been remodeled or replaced with newer one- and two-story residences. A location map is included as Attachment B.

Analysis

Project description

The subject property is currently occupied by an approximately 3,520-square-foot, two-story, single-family residence with an attached side loading two-car garage, a detached 690-square-foot accessory building, and shed built in approximately 1925. Although the original residence is approximately 100 years old, it has been heavily modified throughout the intervening years and retains very little, if any, historical value.

The applicant is proposing to demolish all structures on the property and construct a new 6,494-square-foot, two-story residence with an attached front loading two-car garage, a detached 800-square-foot accessory dwelling unit, a 451-square-foot accessory trellis structure with an outdoor barbeque and fireplace attached to the ADU, and a 62-square-foot pool equipment enclosure. The proposed residence would have a prominent stone-faced wall surrounding the entrance court. The proposed main residence would contain five bedrooms and five and one-half bathrooms. The detached ADU would contain an additional bedroom and bathroom. A second-floor balcony is proposed off the main bedroom at the rear of the residence.

Additionally, the proposal includes retaining an existing well and the construction of a new pool near the center of the rear of the property and sport court in the right rear corner. There are no lights, fencing, or permanent structures proposed for the sport court. An additional required parking space for the ADU would be located to the left of the proposed driveway in the required front setback, which is permitted.

The proposed project also includes multiple accessory structures and buildings as part of the proposed site plan, which are subject to Planning Commission review through the use permit.

First, an accessory trellis structure that would be attached to the ADU and proximate to the proposed pool. While the ADU is non-discretionary, staff determined that the layout, size, and design of the covered area is regulated as an accessory structure because, per Menlo Park Municipal Code (MPMC) Section 16.04.661, an accessory structure is a separate and subordinate structure, which is open in nature and the use of which is incidental to that of the main building, buildings, or the use of the site. The proposed accessory trellis structure would be attached to the ADU and proximate to the proposed pool and pool deck/patio.

Second, the applicant is proposing a 62-square-foot pool equipment enclosure near the middle of the property along the right property line. The proposed accessory building would be five feet, 11 inches in height, and per MPMC Section 16.04.313, would be exempt from FAL calculations. The structure would still count toward the building coverage calculations for the site and meets all other Zoning Ordinance requirements for accessory buildings.

The proposed residence, ADU, and accessory buildings and structures would meet all Zoning Ordinance requirements for setbacks, lot coverage, floor area limit (FAL), daylight plane, height, total accessory building and structure area, and required off-street parking. Of particular note with regard to Zoning Ordinance requirements:

- The total proposed FAL would be 7,290 square feet where a maximum of 6,498 square feet is permitted.
 - The applicant is permitted to exceed the FAL and building coverage limits by up to 800 square feet in order to construct an ADU.

- The total proposed building coverage would be 5,789.8 square feet (26.5 percent), where a maximum of 6,534 square feet (30 percent) is permitted.
 - The proposed pool equipment enclosure would be exempt from FAL but would be counted toward the building coverage for the site.
- The proposed balcony would substantially exceed the required setbacks with a left side setback of approximately 36.5 feet and a right side setback of approximately 46.5 feet, where 20 feet is required, and a rear setback of approximately 102.8 feet where 30 feet is required.
- The proposed accessory structure (trellis attached to the ADU) would have a left side setback of 9.5 feet where three feet is required.
- The proposed accessory structure (trellis attached to the ADU) would have a height of 10 feet where 14 is permitted.
- The total square footage of the accessory buildings and structures would be 513 square feet where 1,623 square feet would be permitted (700 square feet or 25-percent of the total main structure square footage, whichever is greater).

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

Design and materials

The proposed residence and ADU would be designed in a modern farmhouse style with vertical cedar siding and dimensional-cut, split-face stone accents surrounding the garage, entrance court, several locations on both sides and the rear elevation, and rising to the second floor around the staircase window on the front facade. The same stone style would also face a wall of six feet in height surrounding the entrance court. The project would be finished with aluminum-clad windows with simulated true divided lites and a composite shingle roof. Windows on the second floor on the left and right sides would have sill heights ranging from 2.5 feet to 3.5 feet from the floor. Many mature trees are proposed to be retained both on and adjacent to the site which would offer privacy screening from the second floor windows along the side property lines. The proposed main residence would include a large covered patio at the rear of the residence, partially under the second floor, with a balcony on top. The balcony would exceed the required setbacks from the left, right, and rear property lines.

The front façade of the main residence would contain two wings separated by an entry court. The proposed main residence would include a front-loading, two-car garage on the left-side wing that would be set back approximately 23 feet, eight inches from the front property line. The right-side wing of the main residence would be set back approximately 30 feet, 11 inches from the front property line. While the garage would be forward of the rest of the residence, the potential impact of the garage on the streetscape would be reduced by a direct pathway from the property line to the front entry courtyard and a 6-foot tall stone-faced wall surrounding the entrance court with a pedestrian gate that would be located forward of the garage entrance. The proposed stone wall would be 20-feet from the front property line, which allows the wall to be up to seven feet in height, per the Zoning Ordinance. The stone features on the wall would extend onto the garage façade, which would provide an architecturally interesting presence on the streetscape. An existing Aspen tree would be retained in the front yard toward the right-side of the property, which could soften the visual impact of the 6-foot tall stone wall; however, staff believes that the design, location, and integration of the stone materials between the wall and the proposed residence would result in an aesthetically pleasing streetscape.

Adjacent to the ADU, the proposed accessory trellis would be made of extruded aluminum and feature a

louvered roof which would cover a proposed outdoor barbeque and fireplace, which would both be faced in stone. The stone would be consistent with the stone on the main residence.

The applicant indicated in their neighborhood outreach that they have reviewed the neighborhood's concerns with the bulk, size and tree impacts of other projects in the general vicinity and have taken those concerns into account with their proposed design. The applicant states the proposed project is designed to minimize the effects of the new residence on the neighboring properties by not including a basement and situating the proposed residence in a way to maximize the retention of existing trees both on and adjacent to the site.

Trees and landscaping

The applicant has submitted an arborist report (Attachment A, Exhibit D), detailing the species, size, and conditions of on-site and nearby trees. A total of 40 trees were assessed, both on and adjacent to the property, of which 16 are heritage trees. One heritage and 22 non-protected trees are proposed to be removed due to conflicts with the proposed design. A heritage tree removal permit for Tree #1, a heritage-size Deodar cedar, has been reviewed by the city arborist and conditionally approved for removal, and is past the appeal period. Attachment D includes a table summarizing the trees and their disposition.

As part of a development-based heritage tree removal permit request, the applicant is required to propose alternative designs that would possibly save the tree from removal. The applicant has provided a detailed report showing five alternative site plans and how they would affect the tree protection zones of other heritage trees. The proposed design would have the least total impact to the tree protection areas after the removal of heritage tree #1. The alternative designs report is included as Attachment E.

When a heritage tree is proposed for removal, the applicant is required to replace the removed tree or pay an in-lieu fee if the site does not have room for a new tree. To mitigate the loss of the mature heritage Deodar cedar, the applicant is proposing to plant a replacement 48-inch box coast live oak at the front of the property as well as 10 Saratoga laurel trees around the site, of which three would be 36-inch box and seven 24-inch box. The proposed project site plan also identifies additional trees that the applicant is considering.

The adjoining neighbor at 777 Hermosa Way has expressed concern with the ADU's construction impacts to heritage tree #23 (Coast live oak) and heritage tree # 24 (Coast live oak), which are located on their property. At the request of the neighbor and recommendation of the consulting arborist, the ADU and attached accessory trellis structure location was revised to maintain a distance equivalent to a minimum of six times the diameter of each heritage tree trunk. The neighbor also provided an additional arborist report (Attachment F) with additional details on trees neighboring the subject site at 777 Hermosa Way. The city arborist reviewed this additional report in conjunction with the report submitted by the applicant and determined that the additional report did not contradict the findings of the report submitted by the applicant.

Lastly, the proposed residence would be approximately 4.7 feet away from heritage tree #4 (Deodar cedar) and approximately 6.3 feet from heritage tree #6 (Italian cypress). The project's consulting arborist indicates either a pier and grade beam system or a thin mat slab foundation may be considered suitable within the root protection zones for these two trees. The project arborist has stated that they will work with the project's structural engineer to determine the best foundation type that best protects the trees based on the site-specific soil conditions and engineering requirements which would be determined once the engineer has been engaged. Should the engineer recommend a pier and grade beam system, the project arborist has recommended that a shallow grade beam be no more than 8 inches below the existing grade and that pier locations be maximally distanced from the tree trunks. All pier excavation should be done by hand and aided by an air knife to the initial depth of three feet in the root protection zones. The grade beam should

also be excavated by hand to a depth of no more than 8-inches. If the mat slab foundation type is selected, the project arborist has recommended that all excavation be performed by hand with special attention given to protect major roots.

Recommended condition of approval 2a would require review and approval of the foundation type and an addendum to the arborist report analyzing the proposed foundation type's impact on surrounding heritage trees by the City Arborist and the Building and Planning Divisions prior to issuance of a building permit. All standard Menlo Park heritage tree protection measures would be implemented and ensured as part of condition 1h.

Correspondence

The applicant indicates that they conducted neighborhood outreach, the results of which are included in the project description letter (Attachment A, Exhibit B). Neighbors expressed concern with the bulk and size of the proposed project. The applicant states that they took their concerns into account when designing the residence by not including a basement. Staff received two letters regarding the proposed project; one letter from the adjoining neighbor at 777 Hermosa Way which contains concerns regarding the construction of the ADU and the attached accessory structure's impacts on two trees on their property, preservation of existing screening, and concerns about the second story balcony, and a second letter from a neighbor at 790 Hermosa Way with similar concerns about the project's overall impacts to the trees both on the subject property and those on the adjoining property at 777 Hermosa Way. The applicant has addressed those concerns by modifying the location of the ADU to mitigate the impacts of construction on their trees. Neighbor correspondence is included as Attachment G.

Conclusion

Staff believes that the design, scale, and materials of the proposal are generally compatible with the surrounding neighborhood's varied architectural styles, and would result in a consistent aesthetic approach. The proposed stone facing on the entry court wall, garage façade, and various accent locations on both sides and the rear façade would be an architecturally interesting addition to the streetscape. The applicant's proposed pool, sport court, pool equipment enclosure, and accessory structure with outdoor barbeque and fireplace, while attached to the non-discretionary ADU, would not be out of scale for the size of the subject lot and would comply with all applicable Zoning Ordinance requirements, including building coverage and setbacks.

Impact on City Resources

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

Environmental Review

The project is categorically exempt under Class 3 (Section 15303, "New construction or conversion of small structures") of the current California Environmental Quality Act (CEQA) Guidelines.

Public Notice

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

Appeal Period

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

Attachments

- A. Draft Planning Commission Resolution approving the use permit
 - Exhibits to Attachment A
 - A. Project Plans
 - B. Project Description Letter
 - C. Conditions of Approval
 - D. Arborist Report
- B. Location Map
- C. Data Table
- D. Tree table
- E. Alternative Designs Report
- F. Neighbor Arborist Report
- G. Correspondence

Report prepared by:
Connor Hochleutner, Assistant Planner

Report reviewed by:
Corinna Sandmeier, Principle Planner

PLANNING COMMISSION RESOLUTION NO. 2024- XXX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING A USE PERMIT TO DEMOLISH AN EXISTING ONE-STORY, SINGLE-FAMILY RESIDENCE AND ACCESSORY STRUCTURES AND CONSTRUCT A NEW TWO-STORY, SINGLE-FAMILY RESIDENCE AND ACCESSORY STRUCTURES ON A SUBSTANDARD LOT WITH REGARD TO MINIMUM LOT WIDTH IN THE R-E (RESIDENTIAL ESTATE) ZONING DISTRICT, AT 801 HERMOSA WAY.

WHEREAS, the City of Menlo Park (“City”) received an application requesting a use permit to demolish an existing one-story, single-family residence and accessory structures and construct a new two-story, single-family residence and accessory structures on a substandard lot with regard to minimum lot width in the R-E (Residential Estate) zoning district (collectively, the “Project”) from Deco Homes, LLC (“Applicant and “Owners”) located at 801 Hermosa Way (APN 071-241-010) (“Property”). The Project use permit is depicted in and subject to the development plans and project description letter, which are attached hereto as Exhibit A and Exhibit B, respectively, and incorporated herein by this reference; and

WHEREAS, the Property is located in the Residential Estate (R-E) district. The R-E district supports single-family residential uses; and

WHEREAS, the proposed project would comply with all objective standards of the R-E district; and

WHEREAS, the proposed project includes a detached accessory dwelling unit (ADU), which is a permitted use and not subject to discretionary review; and

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

WHEREAS, the proposed Project was reviewed by the City Arborist and found to be in compliance with the Heritage Tree Ordinance, and proposes standard tree protection mitigation measures and project-specific tree protection mitigation measures as described in the arborist report (incorporated herein as Exhibit C) to adequately protect heritage trees in the vicinity of the project; and

WHEREAS, the proposed Project includes the development-based removal of a protected heritage tree which was reviewed and conditionally approved as part of Heritage Tree Removal Permit HTR2024-00104; 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, §15303 et seq. (New construction or conversion of small structures); 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 November 18, 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 construction of a new two-story single-family residence on a substandard lot with regard to minimum lot width is granted based on the following findings, which are made pursuant to Menlo Park Municipal Code Section 16.82.030:

1. That the establishment, maintenance, or operation of the use applied for will, under the circumstance of the particular case, not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing in the neighborhood of such proposed use, or injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city because:
 - a. Consideration and due regard were given to the nature and condition of all adjacent uses and structures, and to general plans for the area in

question and surrounding areas, and impact of the application hereon; in that, the proposed use permit is consistent with the R-E zoning district and the General Plan because two-story residences are allowed to be constructed on substandard lots subject to granting of a use permit and provided that the proposed residence conforms to applicable zoning standards, including, but not limited to, minimum setbacks, maximum floor area limit, and maximum building coverage.

- b. The proposed residence would include the required number of off-street parking spaces because one covered and one uncovered parking space would be required at a minimum, and two covered parking spaces are provided in an attached garage and an additional uncovered parking space is provided for the ADU, which is required.
- c. The proposed Project is designed to meet all the applicable codes and ordinances of the City of Menlo Park Municipal Code and the Commission concludes that the Project would not be detrimental to the health, safety, and welfare of the surrounding community as the new residence would be located in a single-family neighborhood, and would meet or exceed the setback requirements for first and second floors and proposed balcony on the main residence. The project would be designed to address concerns with tree removal by situating the residence and ADU to retain as many trees as possible.

Section 3. Conditional Use Permit. The Planning Commission approves Use Permit No. PLN2024-00030, 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 D.

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

- 1. The Project is categorically exempt from environmental review pursuant to Cal. Code of Regulations, Title 14, §15303 et seq. (New Construction or Conversion of Small Structures)

Section 5. SEVERABILITY

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

I, Kyle Perata, Assistant Community Development Director of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on November 18, 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 November, 2024.

PC Liaison Signature

Kyle Perata
Assistant Community Development Director
City of Menlo Park

Exhibits

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



801 HERMOSA WAY

PROJECT INFORMATION

APN: 071-241-010
801 HERMOSA WAY, MENLO PARK, CA 94025

BUILDING SITE AREA (PER SURVEY DATED 6/2024)	21,792 SF
ZONING DISTRICT	RE
OCCUPANCY	R-3
NO. OF STORES	2
CONSTRUCTION TYPE	TYPE V-B

PROPOSED FLOOR AREA (INCLUDING ADU)

1ST FLOOR	3,493.1 SF
2ND FLOOR	2,424.1 SF
GARAGE	577.3 SF
ADU	800 SF
TOTAL	7,294.5 SF

	ZONING	PROPOSED
FLOOR AREA ALLOWANCE	6,498.0 SF	6,498.0 SF
MAX. SECOND FLOOR	=3,249.0 (1 1/2' 6,498)	2,424.1 SF
BUILDING COVERAGE (INCLUDES ADU)	6,437.6 (3'x21,782)	5,863.3 SF
MAXIMUM FLOOR AREA - ADU	800 SF	800 SF
MAX. HEIGHT	30 FEET	26.2 FEET
FRONT SETBACK	20 FEET	24.5 FEET
SIDE SETBACK - MAIN HOUSE	30 FEET MIN. (MIN. 10' EACH SIDE)	21' 3 3/4" (LEFT) 12' 9 1/4" (RIGHT)
REAR SETBACK - 20'	20 FEET	91' 7 7/8" FEET

* SEE AREA DIAGRAMS A1.3

FIRE

- AUTOMATIC FIRE SPRINKLERS TO BE INSTALLED PER CFC 903.3.1.3 FOR MAIN HOUSE AND ADU PER AND REVIEWED UNDER DEFERRED SPRINKLER SUBMITTAL. MIN REQUIRED FIRE FLOW IS 1,125 GPM.
- FIRE PROTECTION SYSTEM WILL BE INSTALLED PER MENLO PARK FIRE REQUIREMENT

APPLICABLE CODES

- CONSTRUCTION TYPE: V-B
OCCUPANCY GROUP: R-3/U
- 2022 CALIFORNIA BUILDING CODE
 - 2022 CALIFORNIA RESIDENTIAL CODE
 - 2022 CALIFORNIA ELECTRICAL CODE
 - 2022 CALIFORNIA MECHANICAL CODE
 - 2022 CALIFORNIA PLUMBING CODE
 - 2022 CALIFORNIA FIRE CODE
 - 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE (CALGREEN RESIDENTIAL CHECKLIST)
 - 2022 CALIFORNIA ENERGY CODE
 - CITY OF MENLO PARK MUNICIPAL CODE

SCOPE OF WORK

DEMOLITION OF EXISTING RESIDENCE, ACCESSORY STRUCTURE, SHED AND HARDSCAPE. CONSTRUCTION OF NEW WOOD-FRAMED 2-STORY, SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE, NEW DETACHED ACCESSORY DWELLING UNIT WITH PORCH, FIREPLACE AND BBQ, AND NEW POOL

VICINITY MAP



SHEET INDEX

- A0.0 COVER
- SU-1 SURVEY
- A1.0 SITE CONTEXT
- A1.1 PROPOSED SITE PLAN
- A1.2 DEMOLITION AND CONSTRUCTION STAGING PLAN
- A1.2A ARBORIST/TREE NOTES
- A1.3 FLOOR AREA DIAGRAMS
- A1.3A IMPERVIOUS CALCULATIONS
- A1.4 EXISTING PLANS
- A2.0 CRAWLSPACE
- A2.1 FIRST FLOOR
- A2.2 SECOND FLOOR
- A2.5 ROOF
- A2.4 POOL EQUIPMENT
- A3.1 NORTH-SOUTH ELEVATIONS
- A3.2 EAST & WEST ELEVATION
- A4.0 SECTIONS
- A4.1 SECTIONS
- A4.2 SECTIONS
- A4.3 SECTIONS
- A4.4 SECTIONS
- ADU-2.0 ADU - PLANS
- ADU-3.0 ADU - ELEVATIONS & SECTIONS
- L1.1 TREE PLAN
- E.1 FIRST FLOOR RCP
- E.2 SECOND FLOOR RCP
- FM-1 MATERIALS

SYMBOLS

- GRID NO.
- ◆ KEY NOTE
- △ REVISION NO.
- ◆ LEVEL FROM SEA LEVEL
- ◆ SECTION TAG
- SM DETAIL CALLOUT TAG

PROJECT DIRECTORY

- ARCHITECT/
PROJECT COORDINATOR**
MODERNA HOMES
KATHLEEN LISTON
2319 CREST LANE
MENLO PARK, CA 94025
650-391-9805
- GEOTECHNICAL/CIVIL ENGINEER**
SIGMA PRIME
CHARLIE KISSICK
332 PRINCETON AVE
HALF MOON BAY, CA 94019
650-728-3550
- ARBORIST**
KIELTY ARBORIST SERVICES
DAVID BECKHAM
P.O. BOX 6187
SAN MATEO, CA 94003
650-515-9783
- SURVEYOR**
BGT LAND SURVEYING
871 WOODSIDE WAY
SAN MATEO, CA 94011
- LEGAL OWNER**
DECO HOMES LLC
2319 CREST LANE
MENLO PARK, CA 94025
650-391-9805

DIMENSION NOTES

1. GRID LINES ARE TO FACE OF STUDS/FOUNDATION
2. DENOTES DIM TO STUD/FOUNDATION
3. DENOTES INTERIOR FACE OF FINISH

ABBREVIATIONS

- | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---------------------|----------------------------------|---------------|----------|-----------------------|--|----------------|--------------|------------|---------------|--------------|------------------|--------------|------|--------------|-----------|--------------------|--------------------------------|-----------------------|---|--------------------------------|--|------------------|-----------------|----------------------|------------------|---------------------|---------------------------------------|-------------------|------------------|-----------------|-----------------------------------|-------------------|--------------------------------------|-----------------------|-----------------------|---------------------------|--|-----------------------------------|--|--|--|-----------------|------------------------|---------------------------|---|
| A AFF APPROX | ABOVE FINISHED FLOOR APPROXIMATE | B BLDG | BUILDING | C CRC CLG CONC | CALIFORNIA RESIDENTIAL CODE CEILING CONCRETE | CTR CTR | CENTER CUBIC | d d | PENNY (NAILS) | DF DF | DOUGLAS FIR DOWN | DR DR | DOOR | DS DS | DOWNSPOUT | E (E) EA EQ | EXISTING EACH EQUAL DIMENSIONS | F FA FF FT FTG | FORCED AIR FINISHED FLOOR FOOT/FEET FOOTING | G G GA GALV GC GLAM GYP | GAS GAUGE GALVANIZED GENERAL CONTRACTOR GLUE-LAMINATED WOOD GYPSUM | H HDWD HT | HARDWOOD HEIGHT | I U INSUL JST | INSULATION JOIST | L LAM LH LHR | LAMINATED LEFT HAND LEFT HAND REVERSE | M MECH MTL | MECHANICAL METAL | NA N NTS | NOT APPLICABLE NORTH NOT TO SCALE | O O OJ OSB | OVER ON CENTER ORIENTED STRAND BOARD | P PLYW PNL PWD | PLYWOOD PANEL PLYWOOD | R REF REQ RHWHS RO | REFRIGERATOR REQUIRE ROUND HEAD WOOD SCREW ROUGH OPENING | S SC SF SQ SST STD STL SSD | SOLID CORE SQUARE FEET SQUARE STAINLESS STEEL STANDARD STEEL SEE STRUCTURAL DRAWINGS | T T&G THK THK TOD TOP TOS TOW TYP | TONGUE AND GROOVE TEMPERED GLASS THICK TOP OF DECK TOP OF PLW WOOD TOP OF SLAB TOP OF WALL TYPICAL | U U.O.N. | UNLESS OTHERWISE NOTED | W W W/ WD WF WH WT | WITHOUT WITH WOOD WIDE FLANGE WATER HEATER WEIGHT |
|---------------------|----------------------------------|---------------|----------|-----------------------|--|----------------|--------------|------------|---------------|--------------|------------------|--------------|------|--------------|-----------|--------------------|--------------------------------|-----------------------|---|--------------------------------|--|------------------|-----------------|----------------------|------------------|---------------------|---------------------------------------|-------------------|------------------|-----------------|-----------------------------------|-------------------|--------------------------------------|-----------------------|-----------------------|---------------------------|--|-----------------------------------|--|--|--|-----------------|------------------------|---------------------------|---|



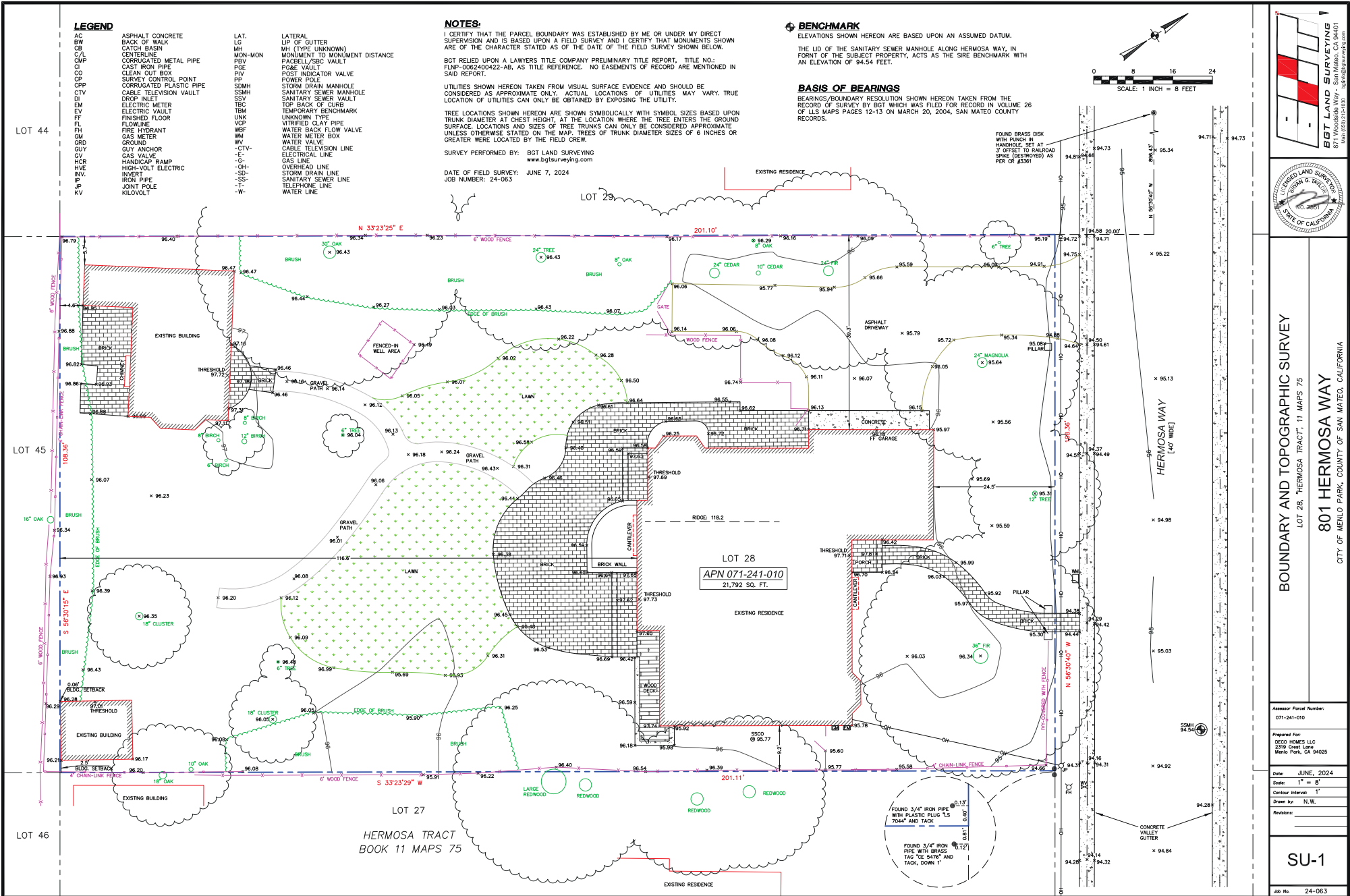
REVISIONS

NO.	DESCRIPTION	DATE
1	PLANNING REV	8/28/2024
2	PLANNING REV	9/07/2024
3	PLANNING REV	11/5/2024

ISSUE DATE: 8/28/2024

COVER

A0.0



LEGEND

AC	ASPHALT CONCRETE	LAT.	LATERAL
BW	BACK OF WALK	LG	LIP OF GUTTER
CB	CATCH BASIN	MH	MH (TYPE UNKNOWN)
C/L	CENTERLINE	MON-MON	MONUMENT TO MONUMENT DISTANCE
CMP	CORRUGATED METAL PIPE	PABELL	PABELL/SPC VAULT
CI	CAST IRON PIPE	PGE	POKE VAULT
CO	CLEAN OUT BOX	PIV	POST INDICATOR VALVE
CP	SURVEY CONTROL POINT	PPV	POWER POLE
CPP	CORRUGATED PLASTIC PIPE	SDMH	STORM DRAIN MANHOLE
CTV	CABLE TELEVISION VAULT	SSMH	SANITARY SEWER MANHOLE
DI	DROP INLET	SSV	SANITARY SEWER VAULT
EM	ELECTRIC METER	TBC	TOP BACK OF CURB
EV	ELECTRIC VAULT	TBM	TEMPORARY BENCHMARK
FF	FINISHED FLOOR	UNK	UNKNOWN TYPE
FL	FLOWLINE	UNL	UNL
PH	FIRE HYDRANT	UNL	UNL
QM	GAS METER	VCP	VITRIFIED CLAY PIPE
GRD	GROUND	WV	WATER VALVE
GUY	GUY ANCHOR	WMB	WATER METER BOX
GV	GAS VALVE	WV	WATER VALVE
HCR	HANDICAP RAMP	-TV-	CABLE TELEVISION LINE
HVE	HIGH-VOLT ELECTRIC	-E-	ELECTRICAL LINE
INV.	INVERT	-G-	GAS LINE
IP	IRON PIPE	-OH-	OVERHEAD LINE
JP	JOINT POLE	-SD-	SANITARY SEWER LINE
KV	KILOVOLT	-T-	TELEPHONE LINE
		-W-	WATER LINE

NOTES:

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

BOT RELED UPON A LAWYERS TITLE COMPANY PRELIMINARY TITLE REPORT. TITLE NO.: FLNP-0062400422-AB, AS TITLE REFERENCE. NO EASEMENTS OF RECORD ARE MENTIONED IN SAID REPORT.

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

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

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

DATE OF FIELD SURVEY: JUNE 7, 2024
JOB NUMBER: 24-063

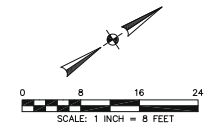
BENCHMARK

ELEVATIONS SHOWN HEREON ARE BASED UPON AN ASSUMED DATUM.

THE LID OF THE SANITARY SEWER MANHOLE ALONG HERMOSA WAY, IN FRONT OF THE SUBJECT PROPERTY, ACTS AS THE SIRE BENCHMARK WITH AN ELEVATION OF 94.54 FEET.

BASIS OF BEARINGS

BEARINGS/BOUNDARY RESOLUTION SHOWN HEREON TAKEN FROM THE RECORD OF SURVEY BY BOT WHICH WAS FILED FOR RECORD IN VOLUME 26 OF LLS MAPS PAGES 12-13 ON MARCH 20, 2004, SAN MATEO COUNTY RECORDS.



BOUNDARY AND TOPOGRAPHIC SURVEY
LOT 28, HERMOSA TRACT, 11 MAPS 75
801 HERMOSA WAY
CITY OF MENLO PARK, COUNTY OF SAN MATEO, CALIFORNIA

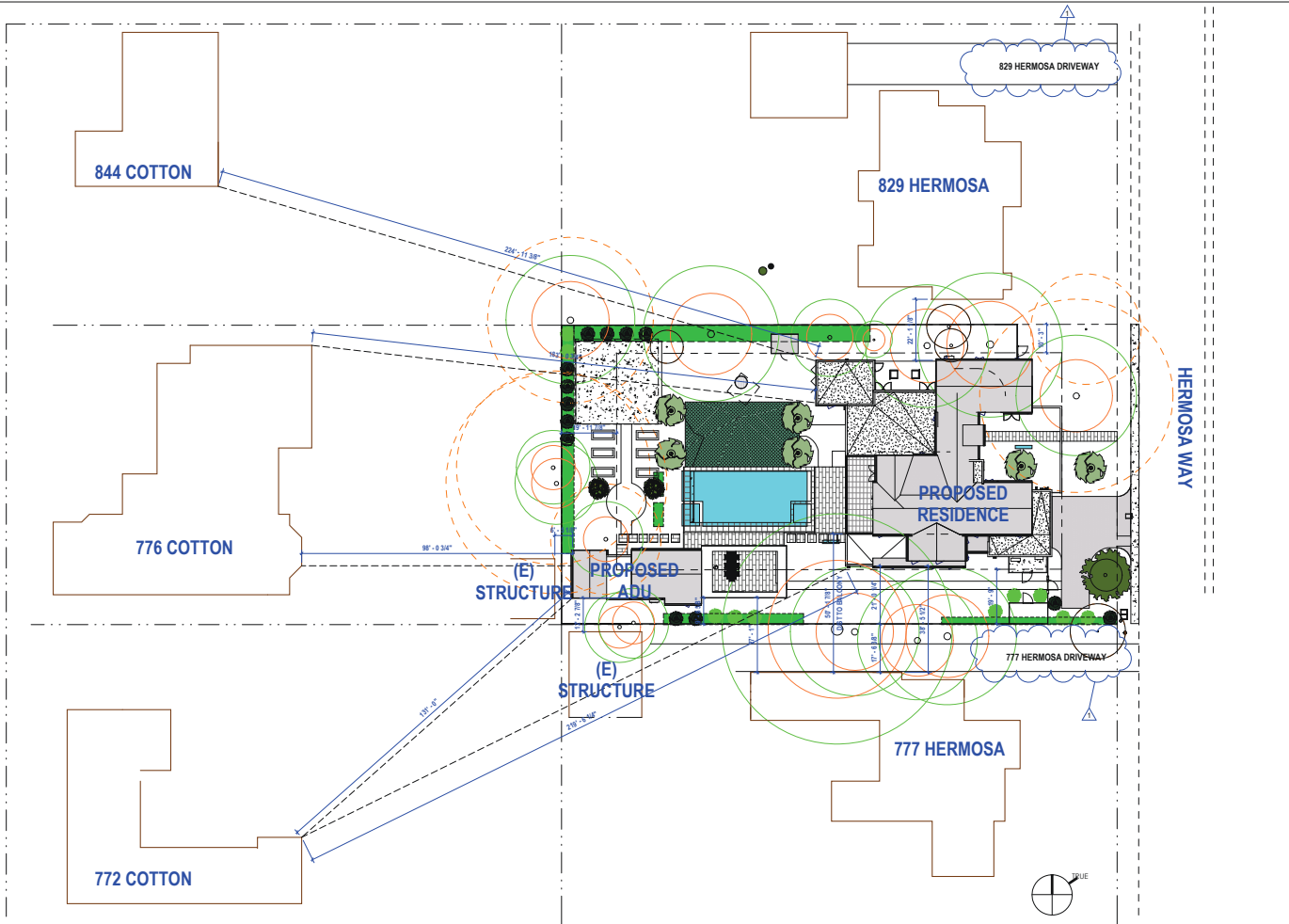
Assessor Parcel Number:
071-241-010

Prepared For:
DSD HOMES LLC
2319 Crest Lane
Menlo Park, CA 94025

Date: JUNE, 2024
Scale: 1" = 8'
Contour Interval: 1'
Drawn by: N.W.
Revisions:

SU-1

Job No. 24-063

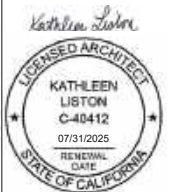


1 SITE-NEIGHBORHOOD CONTEXT
SCALE: 1" = 20'-0"



2 STREETSCAPE
SCALE: 1" = 20'-0"

801 HERMOSA WAY
801 HERMOSA WAY, MENLO PARK, CA 94025
APN: 175-39-007

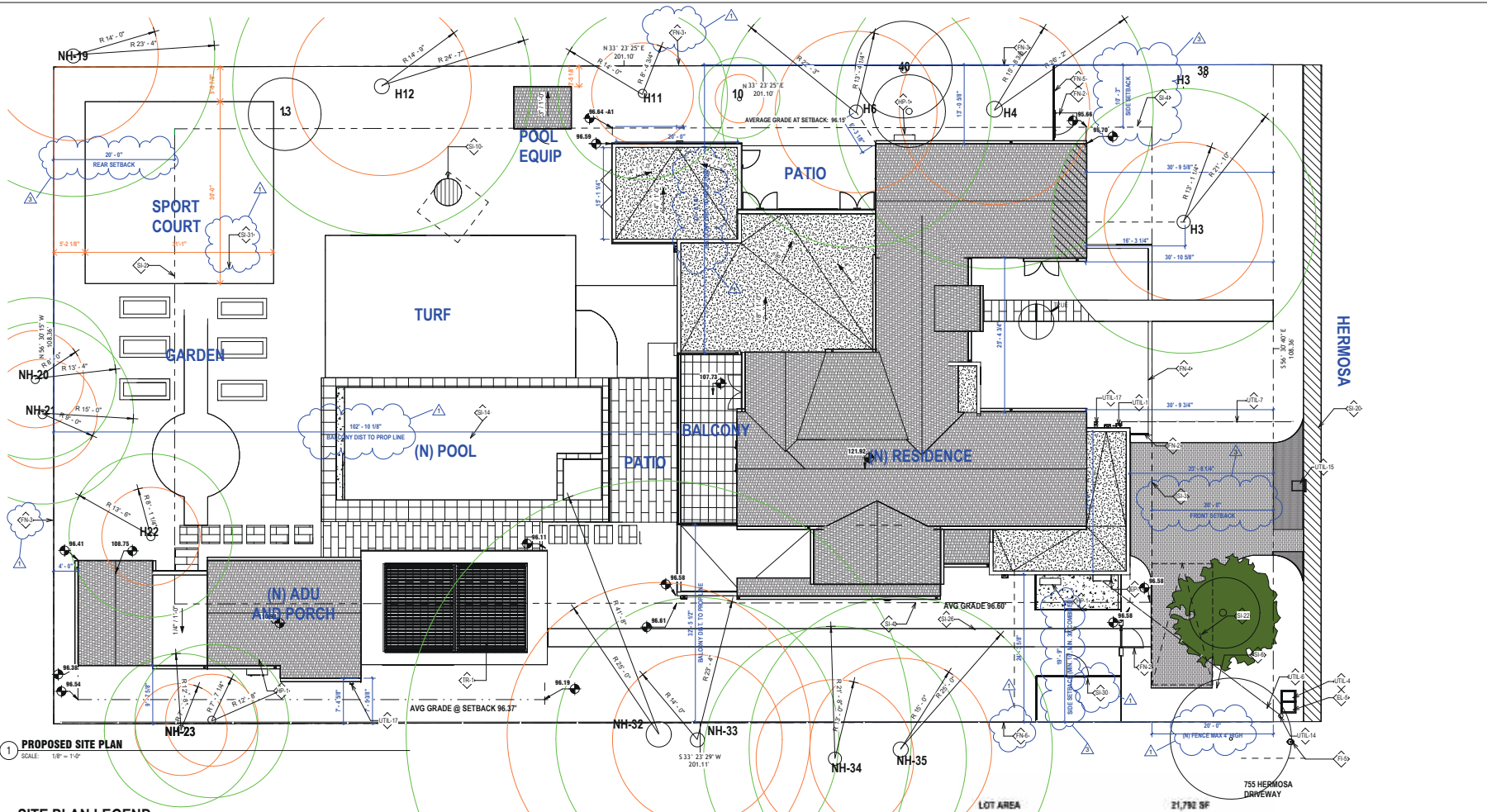


REVISIONS		
NO.	DESCRIPTION	DATE
1	PLANNING REVISION	02/28/2024

ISSUE DATE: 8/28/2024

SITE CONTEXT

A1.0



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

SITE PLAN LEGEND

TRUE NORTH PROJECT NORTH

LEVEL FROM SEA LEVEL

FENCE

UNDERGROUND GAS

OVERHEAD ELECTRIC

TREE PROTECTION

UNDERGROUND ELECTRIC

PROPERTY LINE

SETBACK LINE

ASPHALT

CONCRETE

LAWN

DG

EXISTING STRUCTURE

TO BE DEMOLISHED/REMOVED

HERITAGE TREE

KEYNOTES

EL-5	DATA/COMMUNICATION BOX. COORDINATE WITH LOCAL DATA/CABLE PURVEYOR.
EP-1	150 AMP SERVICE PANEL. COORDINATE WITH PGE TO ENSURE PROPER SIZING, CLEARANCE, AND INSTALLATION REQUIREMENTS.
FI-5	FIRE HYDRANT.
FN-2	SELF-CLOSING, SELF-LATCHING GATE MATCHING IN CEDAR FENCE.
FN-3	IF FENCE TO REMAIN, ANY ALTERATIONS REQUIRE COORDINATION WITH NEIGHBORS AND CITY OF MENLO PARK.
FN-4	18" HIGH STONE WALL WATCHING STONE AT MAIN HOUSE AND ENTRY GATE. LIMIT FOUNDATION WORK WITHIN TREE PROTECTION ZONE AND HANDLING AS REQUIRED.
FN-5	30" HIGH CEDAR FENCE TO MATCH EXISTING.
FN-6	18" HIGH IRON PIPE WITH FENCE ALONG THE PROPERTY LINE TO THE SETBACK LINE. HIGH INSTALLATION AND PATTERN TO BE COORDINATED WITH NEIGHBOR AND ANY WORK IN TREE PROTECTION ZONE CONSULT WITH ARBORIST FOR TEMPORARY REMOVAL OF TREE PROTECTION. LOCATIONS OF POSTS ANY DIGGING WITHIN TREE PROTECTION ZONE PER ARBORIST REPORT.
IN-1	UNDERGROUND GAS MAIN/PIPE. CONFIRM SIZE AND REQUIREMENTS WITH CONTRACTOR OF GAS SETBACK.
IN-2	25' FRONT SETBACK LINE.
IN-3	25' SIDE SETBACK LINE (MIN. 10' COMBINED 30').
IN-4	IN DRIVEWAY. SEE CIVIL SHEETS FOR SPECIFICATIONS, PROFILE AND DETAIL.
IN-10	IRI WELL FOR IRRIGATION TO REMAIN. RELOCATE EQUIPMENT.
IN-14	IN POOL UNDER SEPARATE PERMIT.

KEYNOTES

TR-1	EXTRUDED ALUMINUM COVERED TRELLIS. MUST BE IGNITION RESISTANT MATERIAL OR NONCOMBUSTIBLE MATERIAL.
TR-2	PROPOSED GAS METER LOCATION. FEED BY UNDERGROUND TRENCH LIMITING TRENCHING IN TREE CANOPY/ROOTS. VERIFY WITH PGE AND OWNER FOR FINAL LOCATION. MAXIMUM DISTANCE FROM GAS METER TO POSE GAS MAIN IN RIGHT OF WAY IS 100'.
UTL-4	UNDERGROUND GAS, ELEC. AND DATA PER SDMG 18 IS 120. COORDINATE WORK WITH PGE AND COMMUNICATION COMPANIES. AND SECURE ALL PERMITS REQUIRED FOR WORK IN RIGHT OF WAY. COORDINATE WITH CIVIL CS SHEET FOR ALL UTILITIES.
UTL-7	IRI GAS LINE. SEE PLUMBING SHEETS FOR SPECIFICATIONS/SIZING. CONNECTION TO PROGRAM IS 2' WITH SHUTOFF AT TANK AND HOUSE. COORDINATE WITH PGE CLEARANCES WHEN GAS LINE CROSSES ELEC. TRENCH.
UTL-14	IRI POWER POLE.
UTL-15	IRI WATER METER. COORDINATE WITH LOCAL WATER PURVEYOR AND FIRE SPRINKLER SUB TO CONFIRM SIZE OF WATER LINE AND METER. COORDINATE WITH CIVIL CS SHEET FOR ALL UTILITIES.
UTL-17	WATER ENTRY TO HOUSE (SHUTOFF FOR WATER AND SPRINKLER). COORDINATE WITH FIRE SPRINKLER SUB FOR LOCATION, SIZE, AND COORDINATION WITH FIRE SPRINKLER PANEL.

LOT AREA: 21,792 SF

ALLOWABLE FLOOR AREA: 2800+(25%)(21792-7000) = 6,498.00 SF

PROPOSED FIRST FLOOR AREA: 4,670.40 SF

PROPOSED SECOND FLOOR AREA: 2,424.10 SF

TOTAL PROPOSED FLOOR AREA: 6,494.50 SF

ADU: 800 SF

LAND COVERED BY STRUCT./RES: 5,780.70 (27%)

LANDSCAPING: 12,263.17 (56%)

PAVED SURFACES: 3724 (17%)

PARKING SPACES: 2 (C) 11 UNCONV

ALL GRADES TO REMAIN NATURAL

GRAPHIC SCALE: 0 8 16 24 32

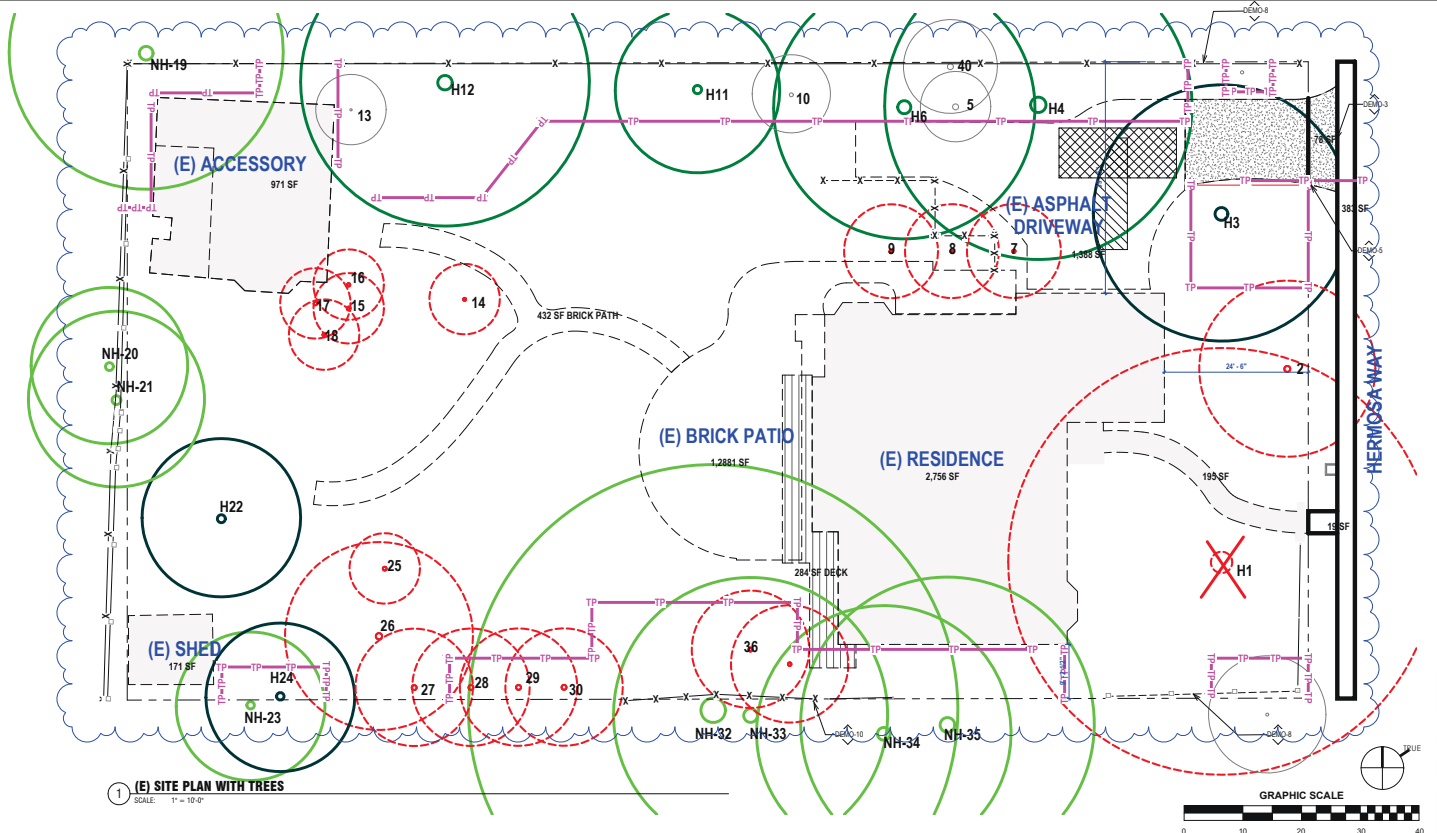
REVISIONS

NO.	DESCRIPTION	DATE
1	PLANNING REVISION	6/29/2024
2	PLANNING REVISION	3/17/2024

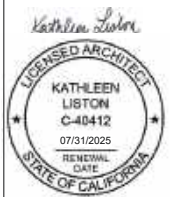
ISSUE DATE: 6/28/2024

PROPOSED SITE PLAN

A1.1



1 (E) SITE PLAN WITH TREES
 SCALE: 1" = 10'-0"



KEYNOTES

- DEM0-3 KEEP THIS PORTION OF (E) DRIVEWAY OUTSIDE OF BUILDING FOOTPRINT FOR PARKING AND STORAGE DURING CONSTRUCTION. DEMO (E) DRIVEWAY AT COMPLETION OF (N) DRIVEWAY. AT END OF PROJECT REMOVE BY HAND UNDER PROJECT ARBORIST SUPERVISION.
- DEM0-5 (E) DRIVEWAY AND (E) TREES TO REMAIN AND BE PROTECTED DURING CONSTRUCTION PER ARBORIST REPORT (TYR).
- DEM0-8 REMOVE (E) METAL CHAIN FENCE ON PROPERTY. COORDINATE WITH NEIGHBOR NEW FENCE AND STAKE PROPERTY LINE FOR LOCATION OF (N) FENCE. MAX 4' HEIGHT WITHIN 8' FRONT SETBACK.
- DEM0-10 REMOVE (E) WOOD PICKET FENCE AND REPLACE WITH (N) 7' HIGH FENCE TO SETBACK. COORDINATE WITH NEIGHBORS TIMING AND STAKE SURVEY LOCATION PRIOR TO LAYOUT. KEEP SCREENING WHERE FEASIBLE.

HERITAGE TREES		
TREE #	SPECIES	DBH
H1	Largeleaf Aspen - 25'	43.6"
H3	Largeleaf Aspen - 25'	26.2"
H4	COAST LIVE OAK	31.4"
H6	COAST LIVE OAK	26.7"
H11	COAST LIVE OAK	16.8"
H12	75' REDWOOD	29.5"
H22	Largeleaf Aspen - 25'	16.2"
H24	COAST LIVE OAK	15.2"
Grand total: 8		

HERITAGE TREES - NEIGHBOR		
TREE #	SPECIES	DBH
NH-19	REDWOOD	28"
NH-20	VALLEY OAK	16"
NH-21	VALLEY OAK	19"
NH-23	COAST LIVE OAK	15.2"
NH-32	REDWOOD	50"
NH-33	REDWOOD	28"
NH-34	REDWOOD	26"
NH-35	REDWOOD	30"
8		

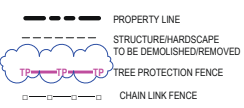
DEMO GENERAL NOTES

1. REFER TO CITY SHEETS FOR SURVEY AND TOPOGRAPHIC INFORMATION, GRADINGS AND ELEVATIONS, DEMO PERMITS AND NOTES.
2. SETUP TREE PROTECTION AS SHOWN AND PER ARBORIST REPORT BY KELLY ARBORIST DATED 8/29/2024 AND PER CITY OF MENLO PARK CONDITIONS OF APPROVAL AND WITH CITY TREE PROTECTION REQUIREMENTS.
3. PRIOR TO ANY DEMOLITION OR ANY CONSTRUCTION/GRADING OPERATION, ALL SIGNIFICANT TREES, PARTICULARLY ANY HERITAGE OAK TREES, ARE TO BE PROTECTED PER THE PROJECT ARBORIST REPORT AND... FENCING SHALL BE OF A MATERIAL AND STRUCTURE (CHAIN LINK) AND SIGNAGE ATTACHED TO THE TREE.
4. CITY ARBORIST MUST INSPECT THE FENCING AND THE TREES TO BE FENCED PRIOR TO COMMENCEMENT OF GRADING. THE PROPERTY OWNER SHALL CALL FOR SAID INSPECTION AT LEAST THREE DAYS IN ADVANCE OF THE INSPECTION.
5. IRRIGATE TREES DURING CONSTRUCTION USING THE TEMP WATER SERVICE ONSITE AND PROVIDE MULCH AND OTHER MEASURES AS SPECIFIED IN THE ARBORIST REPORT.
6. TREE PROTECTION FENCING MUST REMAIN THROUGHOUT THE COURSE OF CONSTRUCTION. NO STORAGE OF EQUIPMENT, VEHICLES OR DEBRIS SHALL BE ALLOWED WITHIN THE DRIP LINES OF THESE TREES. EXISTING PERIMETER PLANTINGS SHALL BE FENCED AND RETAINED THROUGHOUT THE ENTIRE CONSTRUCTION PERIOD.
8. CALL #11 BEFORE DIGGING.
9. DEMO PER PLAN AND RECYCLE AND SUBMIT PUMP TAGS TO VERIFY LANDFILL DIVERSION.
10. FOLLOW BARBARA REEST PRACTICE FOR PERMITS, CONDITIONS OF APPROVAL AS SHOWN IN CITY SHEETS AND A.B.

MENLO PARK CONSTRUCTION NOTES

- WATER SHALL BE AVAILABLE ON SITE FOR DUST CONTROL.
- DURING ALL GRADING OPERATIONS
- TOWN WORK HOURS: 8:00 A.M. - 4:00 P.M. MONDAY THROUGH FRIDAY
- NO WORK IS PERMITTED ON SATURDAYS, SUNDAYS OR HOLIDAYS

DEMO PLAN LEGEND



REVISIONS

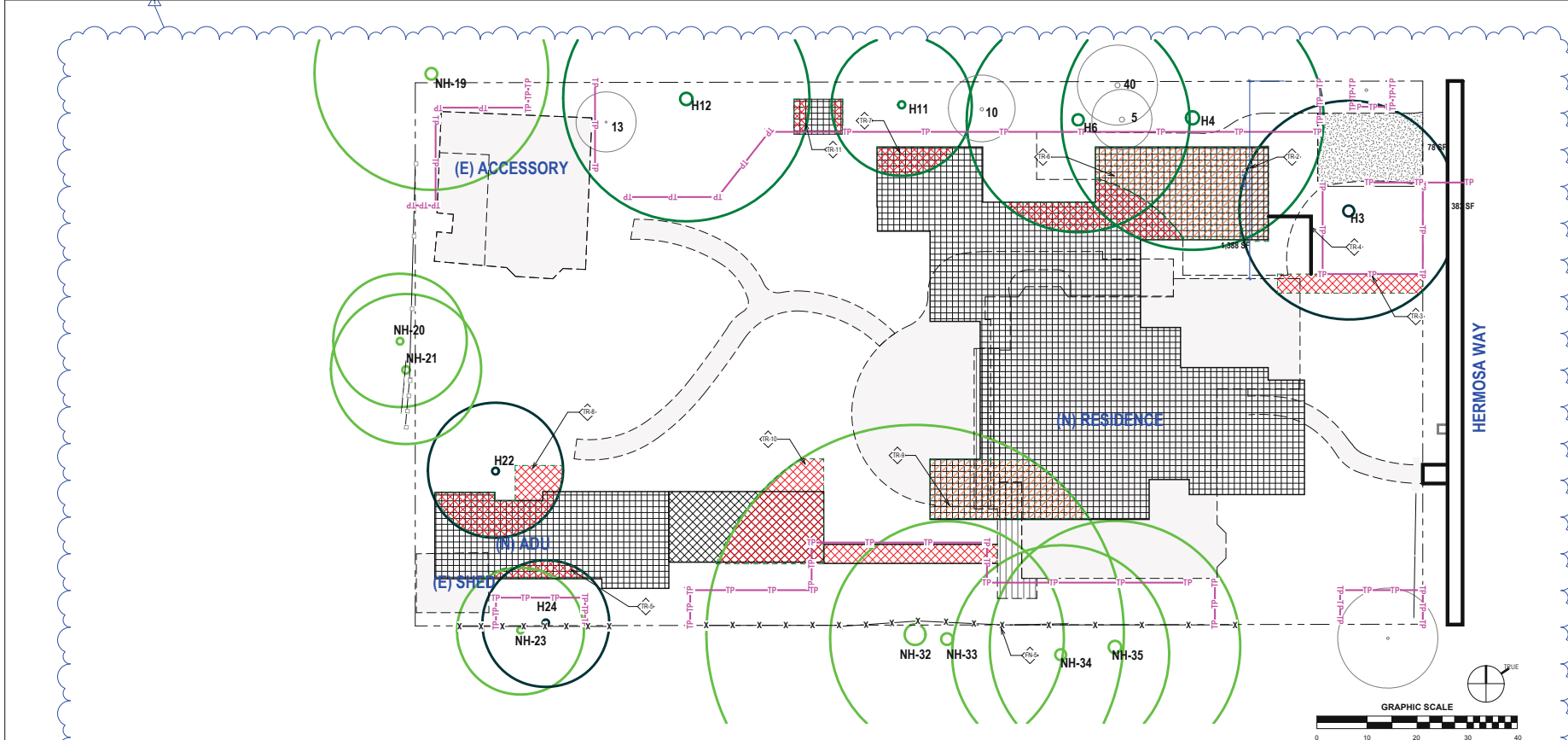
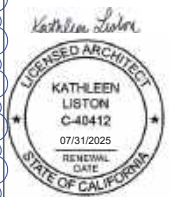
NO.	DESCRIPTION	DATE
1	PLANNING REVY	8/29/2024

ISSUE DATE: **8/29/2024**

DEMOLITION AND CONSTRUCTION STAGING PLAN

A1.2

801 HERMOSA WAY
 801 HERMOSA WAY, MENLO PARK, CA 94025
 APN: 175-39-007



1 TREE PLAN FOR NEW CONSTRUCTION
 SCALE: 1" = 10'-0"

ARBORIST/TREE NOTE COORDINATION

- REVIEW ARBORIST REPORT BY KELLY ARBORIST AND PROJECT PLAN REVIEW BY ARBORIST DATED 03/03/24 PRIOR TO CONSTRUCTION ACTIVITY. CONTRACTOR IS RESPONSIBLE TO NOTIFY ARBORIST IN ADVANCE TO COORDINATE ANY SUPERVISION REQUIRED FOR WORK AS NOTED IN THE REPORT NOTES AND THIS PLAN.
- IRRIGATE TREES DURING CONSTRUCTION USING THE TEMP WATER SERVICE ONSITE AND PROVIDE MULCH AND OTHER MEASURES AS SPECIFIED IN THE ARBORIST REPORT.
- TREE PROTECTION FENCING AND SIGNAGE MUST REMAIN THROUGHOUT THE COURSE OF CONSTRUCTION.
- NO STORAGE OF EQUIPMENT, VEHICLES OR DEBRIS SHALL BE ALLOWED WITHIN THE DRIP LINES OF THESE TREES. EXISTING PERIMETER PLANTINGS SHALL BE FENCED AND RETAINED THROUGHOUT THE ENTIRE CONSTRUCTION PERIOD.
- ANY REMOVAL OF TEMPORARY CONSTRUCTION FENCING FOR TEMPORARY WORK SHALL BE COORDINATED WITH ARBORIST AND IMMEDIATELY REPLACED UPON COMPLETION OF ACTIVITIES WITHIN TREE PROTECTION ZONE.
- CALL 811 BEFORE DIGGING.
- FOLLOW STANDARD BEST PRACTICE FOR POLLUTION/DUST CONTROL, DUST AS NOTED ON CIVIL SHEETS AND A.0.8.

ARBORIST/TREE NOTES FOR CONSTRUCTION

- FR-6 (N) 7" HIGH CEDAR FENCE TO MATCH STAINED TO MATCH EXISTING
- TR-2 HAND EXCAVATION FOR FOUNDATION WITHIN 10X DIAMETER OF MAGNOLIA #3. REFER TO ARBORIST NOTES AND REPORT. THIS AREA WITHIN IS FOOTPRINT OF DRIVEWAY
- TR-3 HAND EXCAVATE PATHWAY WITHIN 10X DIAMETER OF MAGNOLIA #3 AND NO MORE THAN 6" OF EXCAVATION
- TR-4 (N) LANDSCAPE WALL TO BE SUPPORTED BY INDIVIDUAL POSTS WITH NO CONTINUOUS CUTS. POST LOCATIONS EXCAVATED BY HAND AND PERFORMED UNDER ARBORIST SUPERVISION
- TR-5 HAND EXCAVATE UNDER PROJECT SUPERVISION FOR FOUNDATION NEAR TREES H23 AND 24
- TR-6 EITHER A PIER AND GRADE BEAM SYSTEM OR A THIN MAT SLAB FOUNDATION WITHIN 10X TPZ OF DAWN REDWOOD H11. IF A PIER AND GRADE BEAM FOUNDATION IS SELECTED, A SHALLOW GRADE BEAM NOT EXCEEDING 8" INTO THE EXISTING GRADE IS RECOMMENDED WITHIN 10 TIMES THE TREE'S DIAMETER. PIER LOCATIONS WILL REQUIRE HAND EXCAVATION WITH AN AIR KNIFE (PNEUMATIC TOOL) FOR THE FIRST 3" OF SOIL REMOVAL WITH EACH PIER POSITIONED AS FAR FROM THE TREE'S TRUNK AS POSSIBLE. ANY ROOTS ENCOUNTERED WITHIN PIER HOLES WILL BE DOCUMENTED BY THE PROJECT ARBORIST AND CLEANLY PRUNED USING HAND TOOLS, SUCH AS A HAND SAW OR LOPPERS. MINOR EXCAVATION FOR THE GRADE BEAM TO A MAXIMUM OF 8" WILL ALSO BE CONDUCTED BY HAND UNDER THE PROJECT ARBORIST'S SUPERVISION, WITH ANY NECESSARY ROOT CUTS PERFORMED BY HAND AND DOCUMENTED. SHOULD A THIN MAT SLAB FOUNDATION BE SELECTED, ALL EXCAVATION WITHIN THE ROOT PROTECTION ZONE MUST ALSO BE PERFORMED BY HAND TO MINIMIZE ROOT DISTURBANCE, WITH SPECIAL ATTENTION TO PRESERVING MAJOR ROOTS.
- TR-7 EITHER A PIER AND GRADE BEAM SYSTEM OR A THIN MAT SLAB FOUNDATION WITHIN 10X TPZ OF DAWN REDWOOD H11. IF A PIER AND GRADE BEAM FOUNDATION IS SELECTED, A SHALLOW GRADE BEAM NOT EXCEEDING 8" INTO THE EXISTING GRADE IS RECOMMENDED WITHIN 10 TIMES THE TREE'S DIAMETER. PIER LOCATIONS WILL REQUIRE HAND EXCAVATION WITH AN AIR KNIFE (PNEUMATIC TOOL) FOR THE FIRST 3" OF SOIL REMOVAL WITH EACH PIER POSITIONED AS FAR FROM THE TREE'S TRUNK AS POSSIBLE. ANY ROOTS ENCOUNTERED WITHIN PIER HOLES WILL BE DOCUMENTED BY THE PROJECT ARBORIST AND CLEANLY PRUNED USING HAND TOOLS, SUCH AS A HAND SAW OR LOPPERS. MINOR EXCAVATION FOR THE GRADE BEAM (TO A MAXIMUM OF 8") WILL ALSO BE CONDUCTED BY HAND UNDER THE PROJECT ARBORIST'S SUPERVISION, WITH ANY NECESSARY ROOT CUTS PERFORMED BY HAND AND DOCUMENTED. SHOULD A THIN MAT SLAB FOUNDATION BE SELECTED, ALL EXCAVATION WITHIN THE ROOT PROTECTION ZONE MUST ALSO BE PERFORMED BY HAND TO MINIMIZE ROOT DISTURBANCE, WITH SPECIAL ATTENTION TO PRESERVING MAJOR ROOTS.
- TR-8 HAND EXCAVATE UNDER PROJECT SUPERVISION AT ADU AND PATHWAY WORK WITHIN 10X DIAMETER OF PLUM H-22
- TR-9 HAND EXCAVATE UNDER SUPERVISION OF PROJECT ARBORIST FOR FOUNDATION WITHIN 10X OF TREES H32-33. THIS AREA WITHIN IS FOOTPRINT OF SIGNATURE
- TR-10 HAND EXCAVATE FOR PATHWAY AND PAVEMENT PATIO WITHIN 10X DIAMETER OF REDWOOD TREES 32-35 AND EXCAVATION NOT TO EXCEED 8" INTO GRADE
- TR-11 POOL EQUIP STRUCTURE- EXCAVATE MAX 6" AND LIMIT TRENCHING TO AREA OUTSIDE OF TREE PROTECTION ZONE.

TREE PLAN LEGEND

- PROPERTY LINE
- STRUCTURE/HARDSCAPE TO BE DEMOLISHED/REMOVED
- (N) DEVELOPMENT AND (N) HARDSCAPE
- TREE PROTECTION FENCE
- NEW FENCE (REPLACING EXISTING) COORDINATED WITH NEIGHBOR AND ARBORIST (SEE NOTES)
- NEW AREAS OF DEVELOPMENT IN TREE PROTECTION ZONE WHERE CONSTRUCTION WORK REQUIRES SUPERVISION BY ARBORIST AND/OR SPECIAL ENGINEERING COORDINATION
- DEVELOPMENT REPLACING (E) DEVELOPMENT WITHIN TREE PROTECTION ZONE WHERE CONSTRUCTION WORK REQUIRES SUPERVISION BY ARBORIST AND/OR SPECIAL ENGINEERING COORDINATION

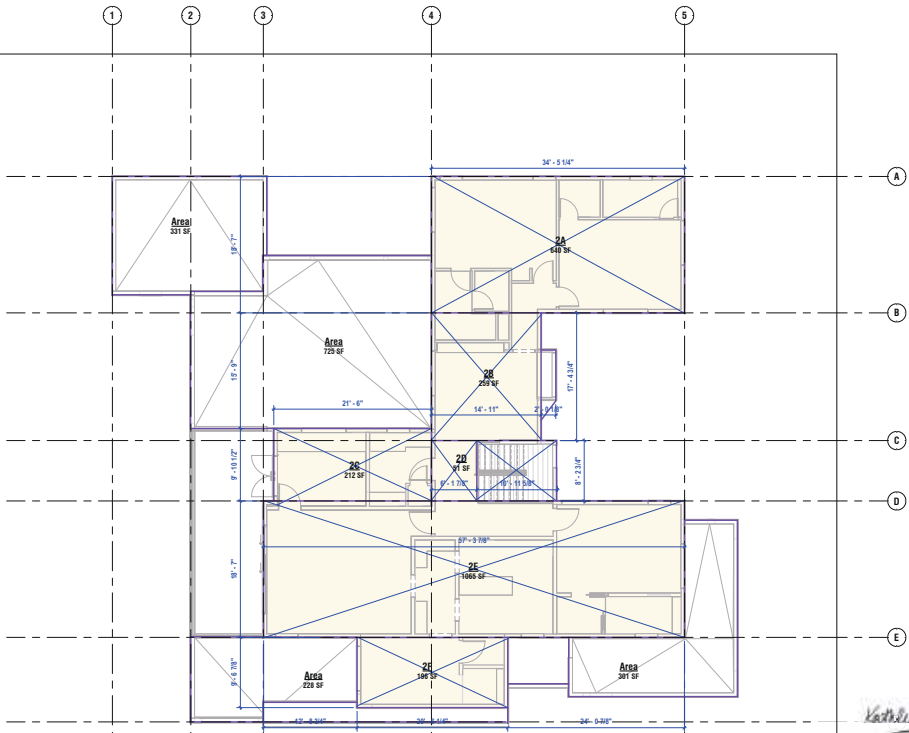
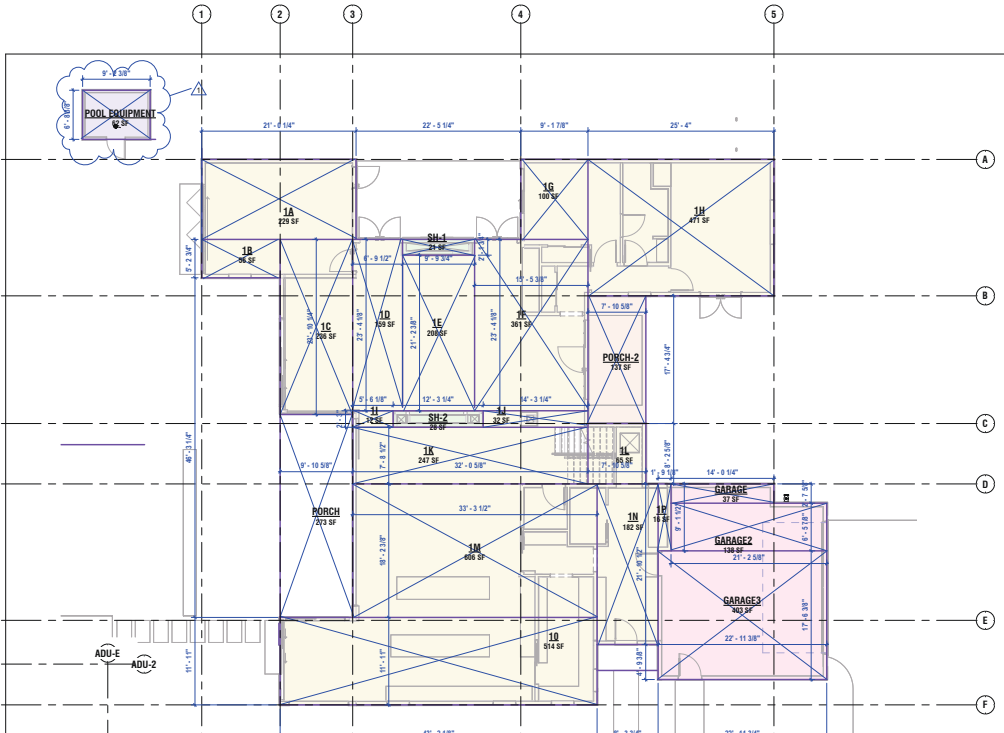
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NO.	DESCRIPTION	DATE
1	PLANNING REVY	07/29/2024

ISSUE DATE: **07/29/2024**

ARBORIST/TREE NOTES

A1.2A



801 HERMOSA WAY
801 HERMOSA WAY, MENLO PARK, CA 94025
APN: 175-39-007

FLOOR AREA - MAIN RESIDENCE

TYPE MARK	COVERAGE	AreaWidth	AreaLength	CalculatedArea
CONDITIONED				
1ST FLOOR				
1K	Yes	32'-0 5/8"	7'-8 1/2"	247.1 SF
1H	Yes	25'-4"	18'-7"	470.8 SF
1N	Yes	8'-3 3/4"	21'-10 1/2"	181.8 SF
1L	Yes	7'-10 5/8"	8'-2 5/8"	64.8 SF
1M	Yes	33'-3 1/2"	18'-2 3/8"	605.8 SF
1O	Yes	43'-2 1/8"	11'-1 1/4"	514.5 SF
1C	Yes	9'-10 5/8"	22'-10 1/4"	235.8 SF
1A	Yes	10'-10 3/4"	21'-0 1/4"	229.0 SF
1B	Yes	5'-2 3/4"	10'-8 1/8"	55.8 SF
1G	Yes	9'-1 7/8"	10'-10 3/4"	99.9 SF
1D	Yes	6'-9 1/2"	23'-4 1/8"	158.5 SF
1E	Yes	9'-9 3/4"	21'-2 3/8"	208.0 SF
1F	Yes	15'-5 3/8"	23'-4 1/8"	360.6 SF
1I	Yes	5'-6 3/4"	2'-3"	12.5 SF
1J	Yes	14'-3 1/4"	2'-3"	32.1 SF
1P	Yes	1'-9 1/8"	9'-1 1/2"	16.1 SF
1ST FLOOR: 16				
3493.1 SF				
SECOND FLOOR				
2A		34'-5 1/4"	18'-7"	640.0 SF
2B		14'-11"	17'-4 3/4"	259.5 SF
2C		57'-3 7/8"	18'-7"	1065.3 SF
2C		21'-6"	9'-10 1/2"	212.3 SF
2F		20'-6 1/4"	9'-6 7/8"	196.4 SF
2D		6'-1 7/8"	8'-2 3/4"	50.7 SF
SECOND FLOOR: 6				
2424.1 SF				
UNCONDITIONED: 22				
5917.3 SF				
1ST FLOOR				
GARAGE2	Yes	21'-3 1/8"	6'-5 7/8"	138.0 SF
GARAGE	Yes	14'-0 1/4"	2'-7 5/8"	37.0 SF
GARAGE3	Yes	22'-11 3/8"	17'-6 3/8"	402.3 SF
1ST FLOOR: 3				
577.2 SF				
UNCONDITIONED: 3				
577.2 SF				
FAL TOTAL				
6494.5 SF				

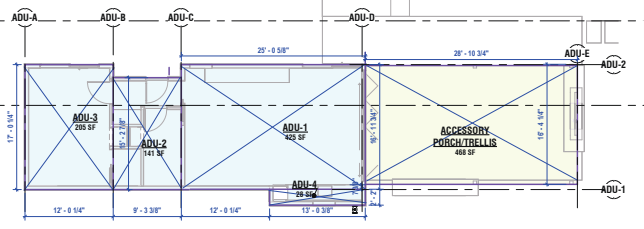
BUILDING COVERAGE				
Area	Name	AreaLength	AreaWidth	CalculatedArea
273.3 SF	PORCH	27'-7 3/4"	9'-10 5/8"	273.3 SF
39.3 SF	ACCESSORY PORCH/TRELLIS	28'-10 3/4"	16'-4 1/4"	472.6 SF
467.6 SF				
CONDITIONED				
229.0 SF	1A	21'-0 1/4"	10'-10 3/4"	229.0 SF
55.8 SF	1B	10'-8 1/8"	5'-2 3/4"	55.8 SF
235.8 SF	1C	23'-10 1/4"	9'-10 5/8"	235.8 SF
158.6 SF	1D	23'-4 1/8"	6'-9 1/2"	158.5 SF
208.0 SF	1E	21'-2 3/8"	9'-9 3/4"	208.0 SF
360.6 SF	1F	23'-4 1/8"	15'-5 3/8"	360.6 SF
99.9 SF	1G	10'-10 3/4"	9'-1 7/8"	99.9 SF
470.8 SF	1H	18'-7"	25'-4"	470.8 SF
12.5 SF	1I	2'-3"	5'-6 3/4"	12.5 SF
32.1 SF	1J	2'-3"	14'-3 1/4"	32.1 SF
247.2 SF	1K	7'-8 1/2"	32'-0 5/8"	247.1 SF
64.8 SF	1L	8'-2 5/8"	7'-10 5/8"	64.8 SF
605.7 SF	1M	18'-2 3/8"	33'-3 1/2"	605.8 SF
181.8 SF	1N	21'-10 1/2"	8'-3 3/4"	181.8 SF
16.1 SF	1P	9'-1 1/2"	1'-9 1/8"	16.1 SF
514.3 SF	1O	11'-1 1/4"	43'-2 1/8"	514.5 SF
3492.7 SF				

BUILDING COVERAGE				
Area	Name	AreaLength	AreaWidth	CalculatedArea
61.6 SF	POOL EQUIPMENT	9'-2 1/8"	6'-8 3/8"	61.5 SF
61.6 SF				
EX COVERAGE				
61.6 SF	POOL EQUIPMENT	9'-2 1/8"	6'-8 3/8"	61.5 SF
61.6 SF				
FIREPLACE				
21.1 SF	SH-1	9'-9 3/4"	2'-1 3/4"	21.1 SF
27.6 SF	SH-2	12'-3 1/4"	2'-3"	27.6 SF
48.7 SF				
PORCH				
137.2 SF	PORCH-1	17'-4 3/4"	7'-10 5/8"	137.2 SF
137.2 SF	PORCH-2	17'-4 3/4"	7'-10 5/8"	137.2 SF
UNCONDITIONED				
36.9 SF	GARAGE	2'-7 5/8"	14'-0 1/4"	37.0 SF
137.7 SF	GARAGE2	6'-5 7/8"	21'-3 1/8"	138.0 SF
402.3 SF	GARAGE3	17'-6 3/8"	22'-11 3/8"	402.3 SF
577.2 SF				
5066.2 SF				

MAX SECOND FLOOR = 3,247.5 SF

MAX FAL = 6,498 SF

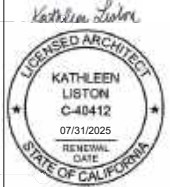
MAX BUILDING COVERAGE = 6,534 SF



FLOOR AREA - ADU

TYPE MARK	AreaLength	AreaWidth	CalculatedArea
ADU-1	25'-0 5/8"	16'-11 3/4"	425.4 SF
ADU-2	9'-3 3/8"	15'-2 7/8"	141.4 SF
ADU-3	17'-0 1/4"	12'-0 1/4"	204.6 SF
ADU-4	13'-1 1/4"	2'-2"	28.4 SF
799.8 SF			

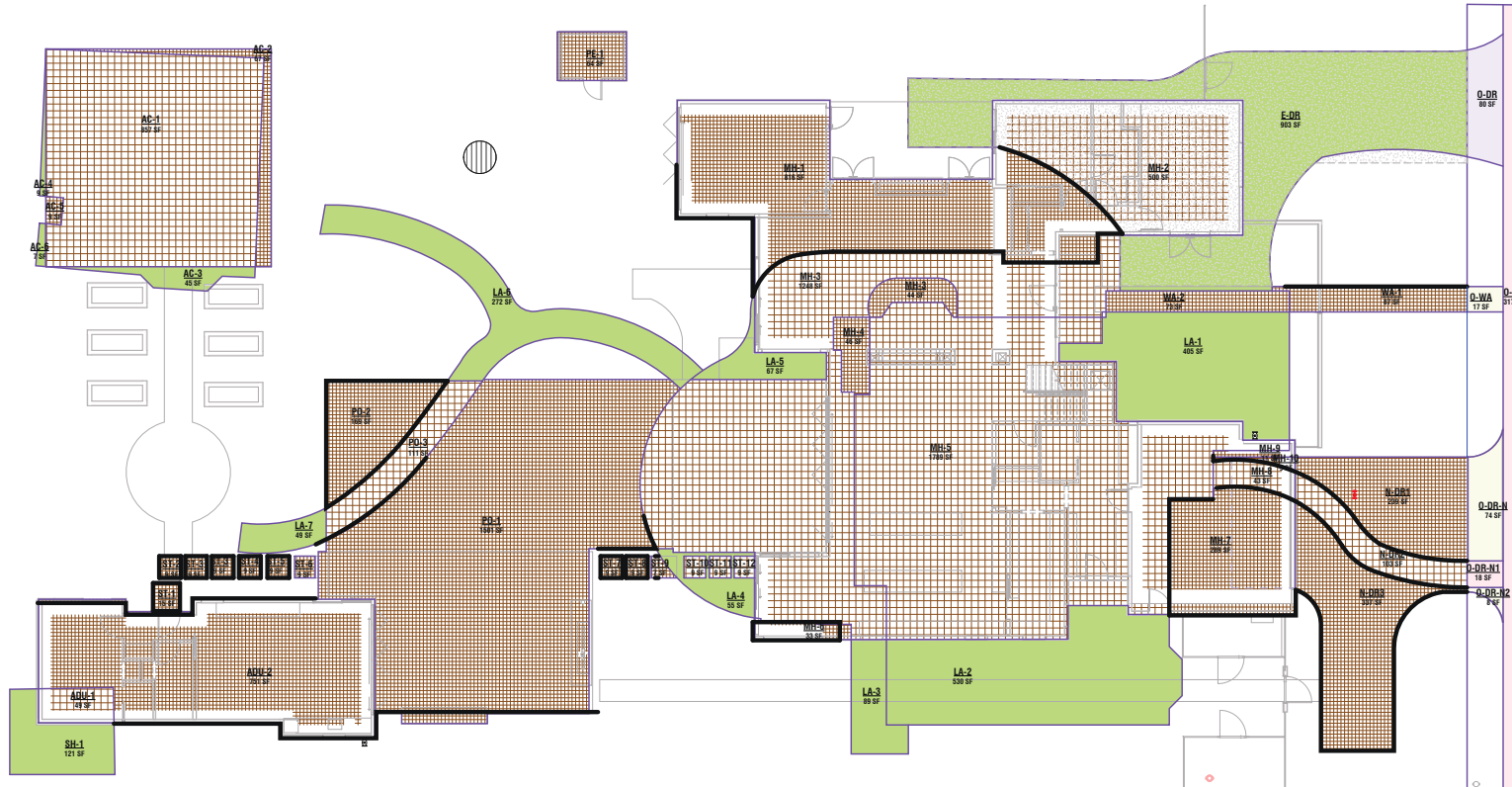
FAL TOTAL 799.8 SF



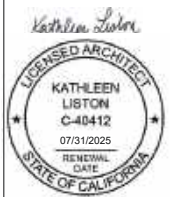
REVISIONS		
NO.	DESCRIPTION	DATE
1	PLANNING REVISION	02/29/2024
2	PLANNING REVISION	11/25/2024

FLOOR AREA DIAGRAMS

A1.3



801 HERMOSA WAY
 801 HERMOSA WAY, MENLO PARK, CA 94025
 APN: 175-39-007



1 IMPERVIOUS FOR C.3

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

Area Schedule (Pervious-Impervious)	
NOTE	Area
(E) IMPERVIOUS REPLACING	4726.7 SF
(E) IMPERVIOUS TO PERVIOUS	2550.7 SF
(N) IMPERVIOUS	4637.5 SF
OFFSITE (E) IMPERVIOUS TO PERVIOUS	80.2 SF
OFFSITE - IMPERVIOUS REPLACE	334.8 SF
OFFSITE - NEW IMPERVIOUS	99.6 SF
Grand total: 56	12429.4 SF

IMPERVIOUS-PERVIOUS LEGEND

- (E) IMPERVIOUS REPLACING
- (E) IMPERVIOUS TO PERVIOUS
- (N) IMPERVIOUS
- OFFSITE (E) IMPERVIOUS TO PERVIOUS
- OFFSITE - IMPERVIOUS REPLACE
- OFFSITE - NEW IMPERVIOUS

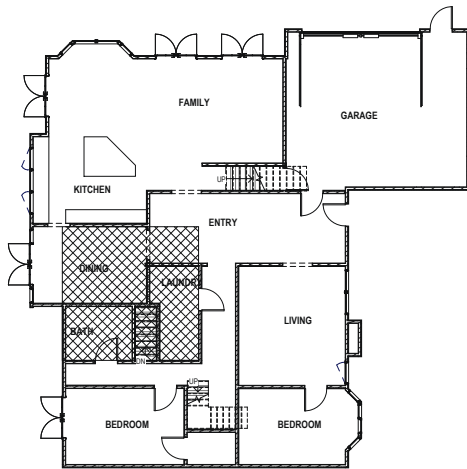
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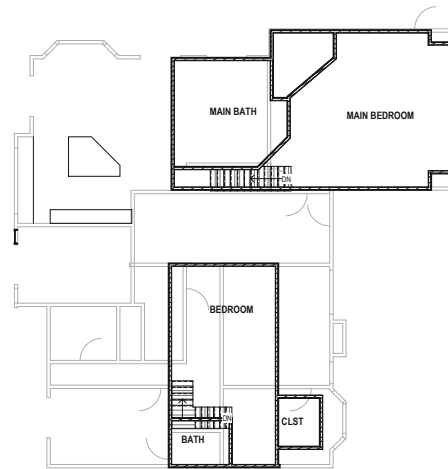
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IMPERVIOUS CALCULATIONS

A1.3A



1 (E) FIRST FLOOR
SCALE: 1/8" = 1'-0"



2 (E) SECOND FLOOR
SCALE: 1/8" = 1'-0"



ACCESSORY STRUCTURE



EAST ELEVATION



NORTH/FRONT ELEVATION



SOUTH/REAR ELEVATION



WEST SIDE

801 HERMOSA WAY
801 HERMOSA WAY, MENLO PARK, CA 94025
APN: 175-39-007



REVISIONS		
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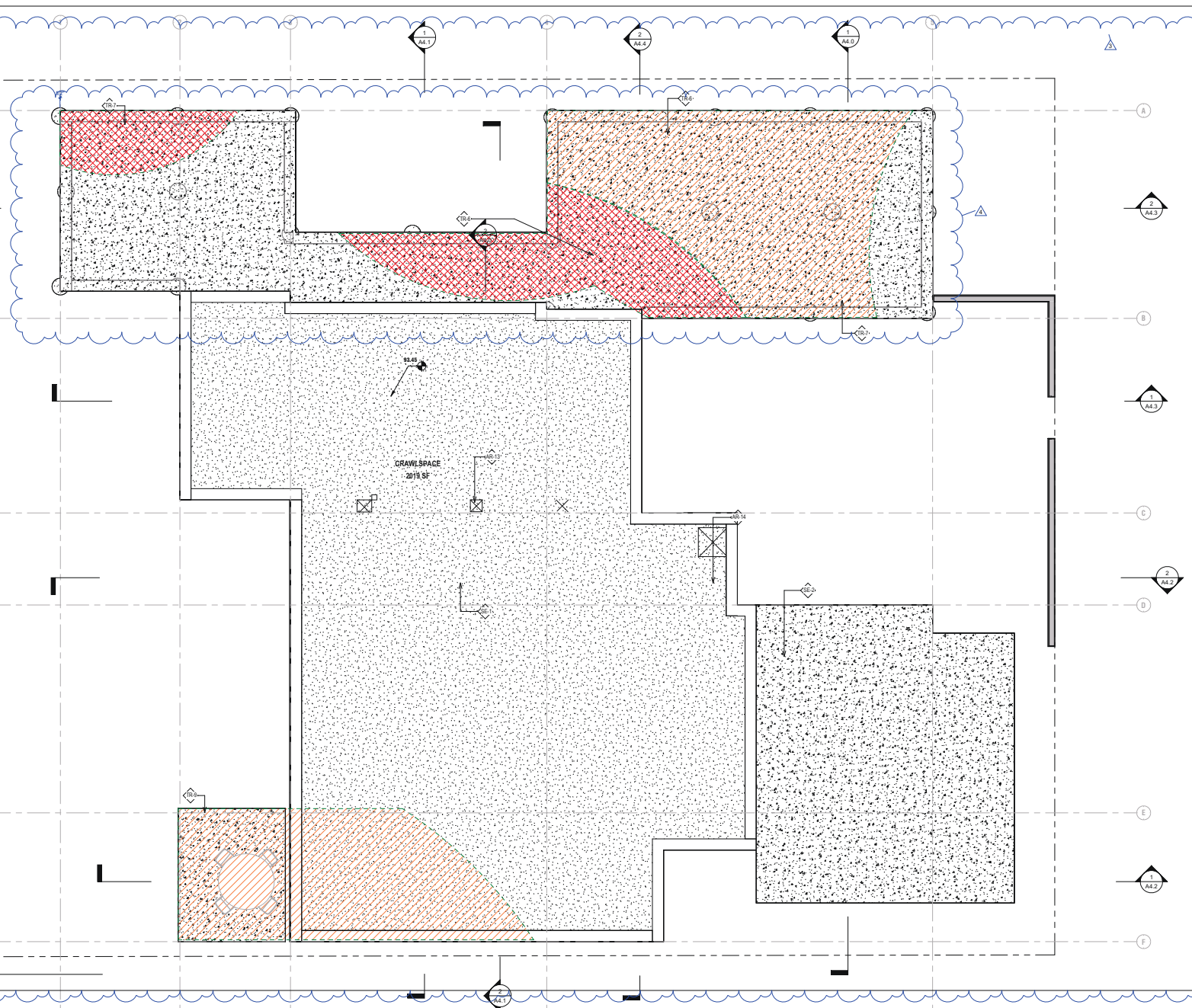
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EXISTING PLANS

A1.4

CRAWLSPACE/FOUND...

- AR-13 CONDITIONED MOISTURE CONTROLLED CRAWLSPACE WALLS AND CRAWLSPACE FLOOR MUST HAVE A MINIMUM CLASS 2 GMB, PREFERABLY THICKER WHITE VAPOR BARRIER. VAPOR BARRIER TO BE AFFIXED TO WALLS WITH ADHESIVE CALK, FURING STRIPS, OR TREATED WOOD NAILERS. THE VAPOR BARRIER SHOULD BE CONTINUOUS WITH JOINTS LAPPED 12 INCHES, STAKED TO THE GROUND, TAPED, AND SEALED WITH MASTIC AT PIERS, PIPES, AND ANY OTHER PENETRATIONS OR OTHER AREAS WHERE THE VAPOR BARRIER HAS BEEN COMPROMISED.
- AR-14 CRAWLSPACE ACCESS FROM FLOOR ABOVE
- SE-1 CRAWLSPACE SHOWN FOR PLANNING AND COORDINATION. STRUCTURAL ENGINEER TO FOLLOW GUIDELINES AS NOTED BY ARCHITECT SHEET A1.2A AND GEOTECH AND CROSS-REFERENCE ARCHITECT REPORT. ARCHITECT TO COORDINATE FINAL CRAWLSPACE LAYOUT WITH STRUCTURAL, MECHANICAL AND CIVIL ENGINEERING.
- SE-2 GARAGE SLAB ABOVE WITH THICKENED EDGE
- TR-6 EITHER A PIER AND GRADE BEAM SYSTEM OR A THIN MAT SLAB FOUNDATION WITHIN 10% TYP. OF DAWN REDWOOD #11. IF A PIER AND GRADE BEAM FOUNDATION IS SELECTED, A SHALLOW GRADE BEAM NOT EXCEEDING 8" INTO THE EXISTING GRADE IS RECOMMENDED WITHIN 10 TIMES THE TREE'S DIAMETER. PIER LOCATIONS WILL REQUIRE HAND EXCAVATION WITH AN AIR SHOVE. PNEUMATIC TOOL FOR THE FIRST 3' OF SOIL REMOVAL WITH EACH PIER POSITIONED AS FAR FROM THE TREE'S TRUNK AS POSSIBLE. ANY ROOTS ENCOUNTERED WITHIN PIER HOLES WILL BE DOCUMENTED BY THE PROJECT ARBORIST AND CLEANLY PRUNED USING HAND TOOLS, SUCH AS A HAND SAW OR LOPPER. MINOR EXCAVATION FOR THE GRADE BEAM TO A MAXIMUM OF 8" WILL ALSO BE CONDUCTED BY HAND UNDER THE PROJECT ARBORIST'S SUPERVISION. WITH ANY NECESSARY ROOT CUTS PERFORMED BY HAND AND DOCUMENTED. SHOULD A THIN MAT SLAB FOUNDATION BE SELECTED, ALL EXCAVATION WITHIN THE ROOT PROTECTION ZONE MUST ALSO BE PERFORMED BY HAND TO MINIMIZE ROOT DISTURBANCE. WITH SPECIAL ATTENTION TO PRESERVING MAJOR ROOTS.
- TR-7 EITHER A PIER AND GRADE BEAM SYSTEM OR A THIN MAT SLAB FOUNDATION WITHIN 10% TYP. OF DAWN REDWOOD #11. IF A PIER AND GRADE BEAM FOUNDATION IS SELECTED, A SHALLOW GRADE BEAM NOT EXCEEDING 8" INTO THE EXISTING GRADE IS RECOMMENDED WITHIN 10 TIMES THE TREE'S DIAMETER. PIER LOCATIONS WILL REQUIRE HAND EXCAVATION WITH AN AIR SHOVE. PNEUMATIC TOOL FOR THE FIRST 3' OF SOIL REMOVAL WITH EACH PIER POSITIONED AS FAR FROM THE TREE'S TRUNK AS POSSIBLE. ANY ROOTS ENCOUNTERED WITHIN PIER HOLES WILL BE DOCUMENTED BY THE PROJECT ARBORIST AND CLEANLY PRUNED USING HAND TOOLS, SUCH AS A HAND SAW OR LOPPER. MINOR EXCAVATION FOR THE GRADE BEAM TO A MAXIMUM OF 8" WILL ALSO BE CONDUCTED BY HAND UNDER THE PROJECT ARBORIST'S SUPERVISION. WITH ANY NECESSARY ROOT CUTS PERFORMED BY HAND AND DOCUMENTED. SHOULD A THIN MAT SLAB FOUNDATION BE SELECTED, ALL EXCAVATION WITHIN THE ROOT PROTECTION ZONE MUST ALSO BE PERFORMED BY HAND TO MINIMIZE ROOT DISTURBANCE. WITH SPECIAL ATTENTION TO PRESERVING MAJOR ROOTS.
- TR-8 HAND EXCAVATE UNDER SUPERVISION OF PROJECT ARBORIST FOR FOUNDATION WITHIN 10% OF TREES #2-35. THIS AREA WITHIN (E) FOOTPRINT OF STRUCTURE



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

801 HERMOSA WAY
801 HERMOSA WAY, MENLO PARK, CA 94025
APN: 175-39-007

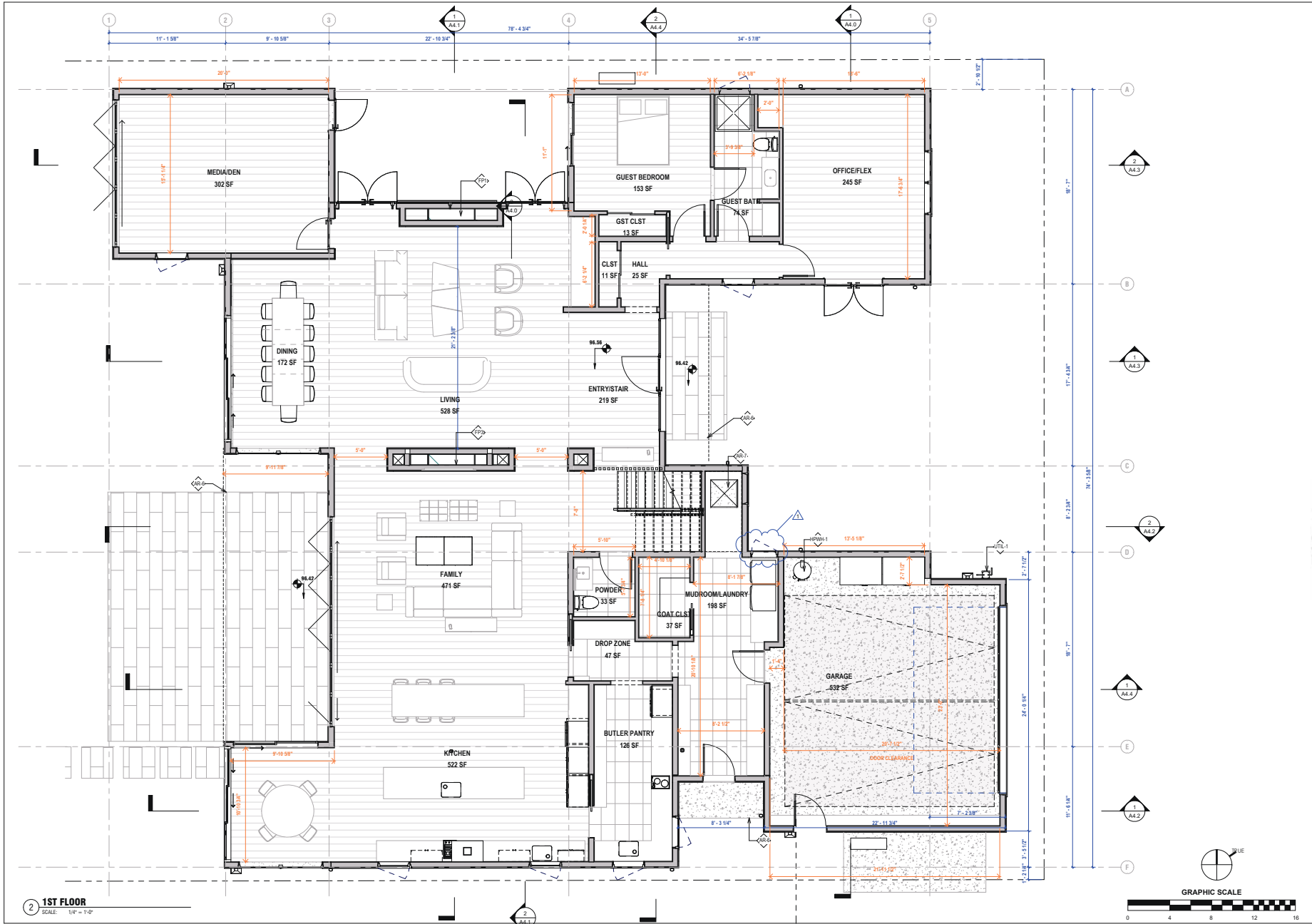


ISSUE DATE: 8/28/2024

REVISIONS		
NO.	DESCRIPTION	DATE
01	PLANNING REV.	10/17/2024
02	PLANNING REV.	10/22/2024

CRAWLSPACE

A2.0



801 HERMOSA WAY
 801 HERMOSA WAY, MENLO PARK, CA 94025
 APN: 175-39-007



REVISIONS		
NO.	DESCRIPTION	DATE
1	PLANNING REV	02/26/2024

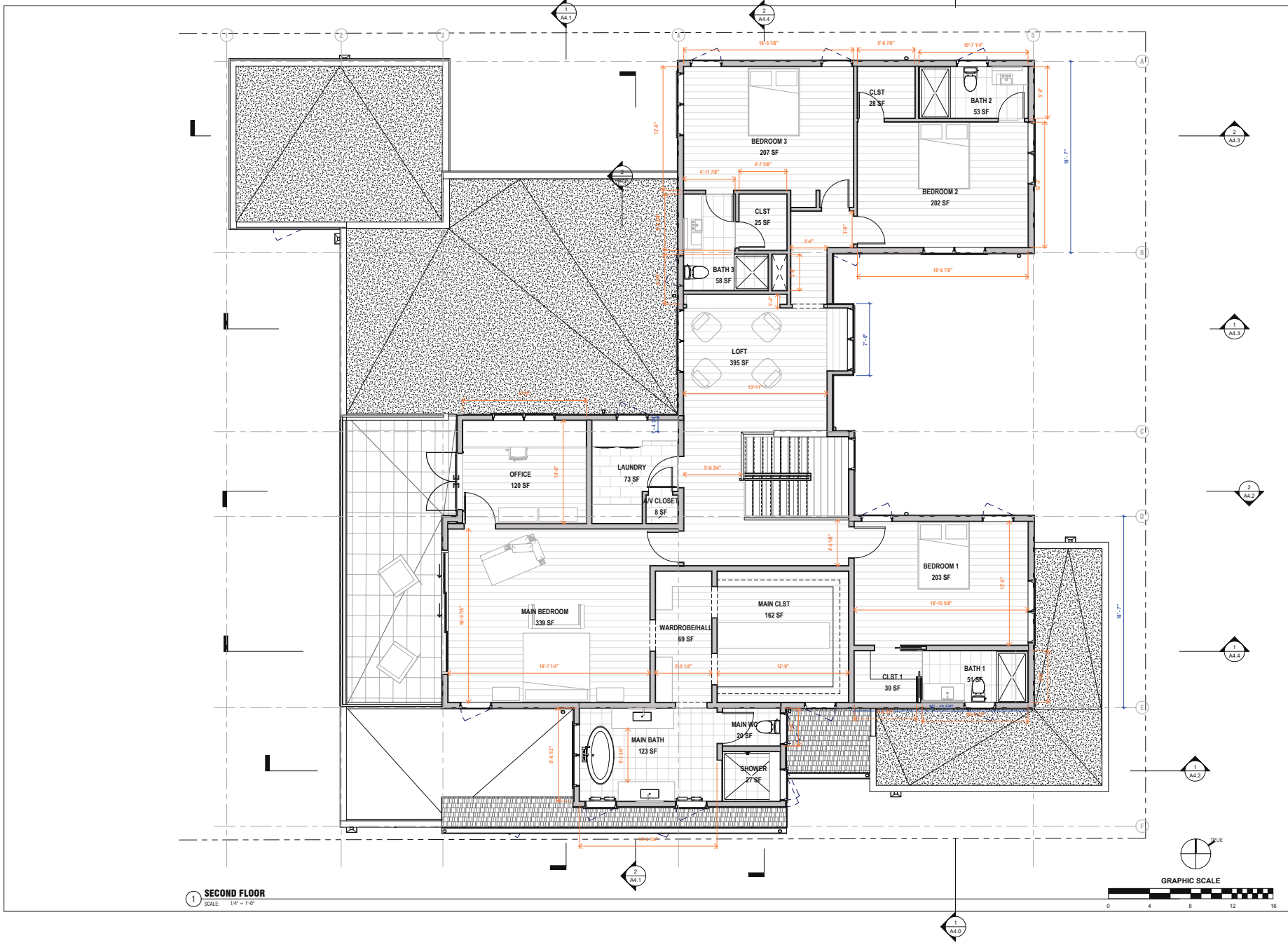
ISSUE DATE: 02/26/2024

FIRST FLOOR

A2.1

② 1ST FLOOR
 SCALE: 1/4" = 1'-0"

A15



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



801 HERMOSA WAY
801 HERMOSA WAY, MENLO PARK, CA 94025
APN: 175-39-007



REVISIONS		
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ISSUE DATE: 8/28/2024

SECOND FLOOR

A2.2

ROOF NOTES:

VENTING
 ALL ROOF INSULATION SHALL COMPLY WITH IRC SECTION R806.5 FOR AIR-IMPERMEABLE INSULATION NOTED AS SPRAY FOAM INSULATION.
 INSULATION SPECIFIED IS BASF OC SPRAY APPLIED POLYURETHANE INSULATION PER ICC REPORT NO. ESR-3102 OR SIMILAR. TO BE APPLIED IN ACCORDANCE WITH ICC REPORT AND MANUFACTURER'S INSTRUCTIONS.

UNVENTED ROOF REQUIREMENTS
 1. THE UNVENTED ATTIC SPACE IS COMPLETELY CONTAINED WITHIN THE BUILDING THERMAL ENVELOPE.
 2. NO INTERIOR CLASS I VAPOR RETARDERS ARE INSTALLED ON THE CEILING SIDE (ATTIC FLOOR) OF THE UNVENTED ATTIC ASSEMBLY OR ON THE CEILING SIDE OF THE UNVENTED INCLUDED RAFTER ASSEMBLY.
 3. WHERE WOOD SHINGLES OR SHAKES ARE USED, A MINIMUM 1/4" (6MM) VENTED AIR SPACE SEPARATES THE SHINGLES OR SHAKES AND THE ROOFING UNDERLAYMENT ABOVE THE STRUCTURAL SHEATHING.
 4. IN CLIMATE ZONES 5, 6, 7, AND 8, ANY AIR-IMPERMEABLE INSULATION SHALL BE A CLASS I VAPOR RETARDER, OR SHALL HAVE A CLASS II VAPOR RETARDER COATING OR COVERING IN DIRECT CONTACT WITH THE UNDERSIDE OF THE INSULATION.

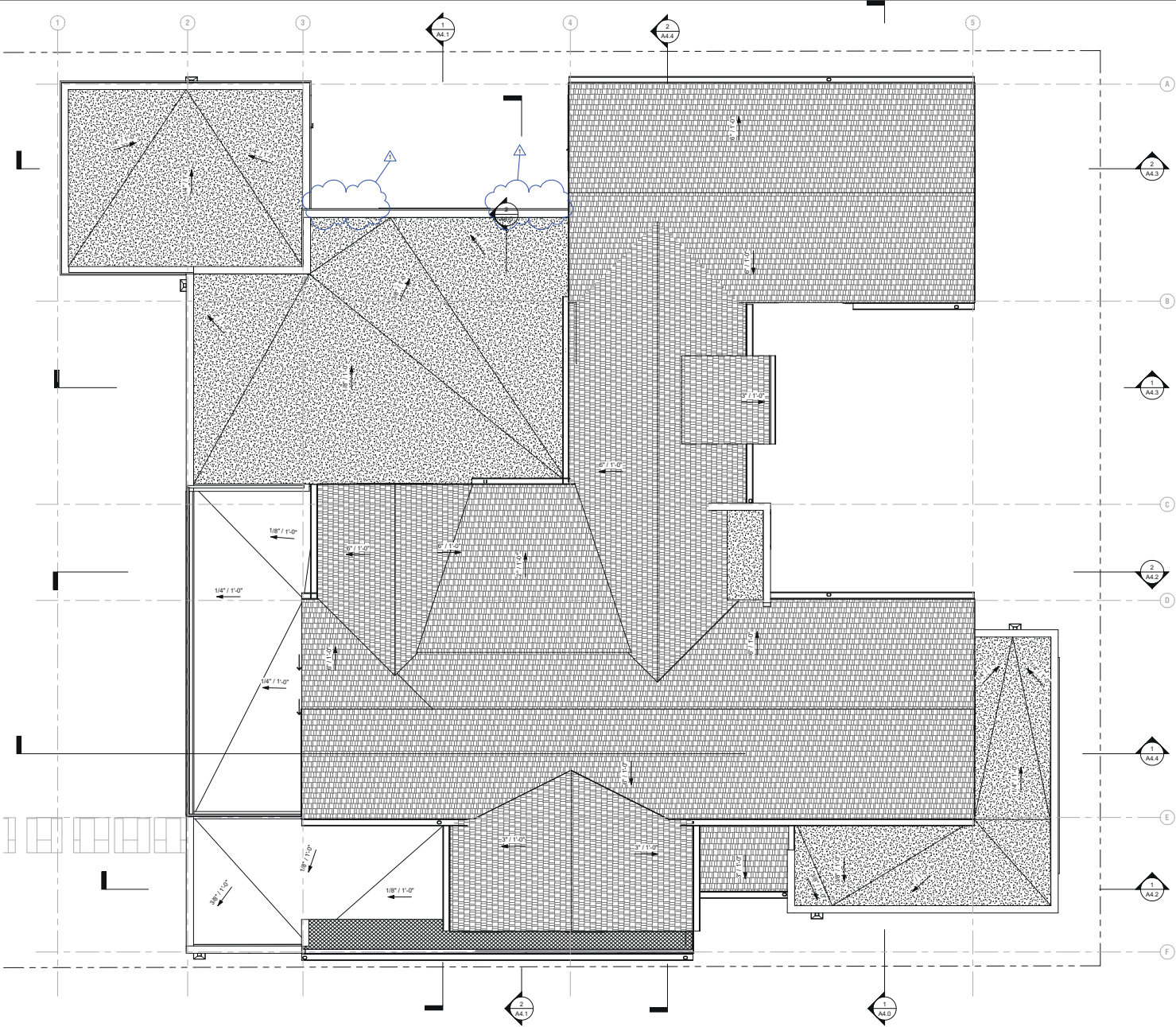
5. EITHER ITEMS 5.1, 5.2, OR 5.3 SHALL BE MET, DEPENDING ON THE AIR PERMEABILITY OF THE INSULATION DIRECTLY UNDER THE STRUCTURAL ROOF SHEATHING.
 A. AIR-IMPERMEABLE INSULATION ONLY: INSULATION SHALL BE APPLIED IN DIRECT CONTACT WITH THE UNDERSIDE OF THE STRUCTURAL ROOF SHEATHING.
 B. AIR-PERMEABLE INSULATION ONLY: IN ADDITION TO THE AIR-PERMEABLE INSULATION INSTALLED DIRECTLY BELOW THE STRUCTURAL SHEATHING, RIGID BOARD OR SHEET INSULATION SHALL BE INSTALLED DIRECTLY ABOVE THE STRUCTURAL ROOF SHEATHING AS SPECIFIED IN TABLE R806.5 FOR CONDENSATION CONTROL.
 C. AIR-IMPERMEABLE AND AIR-PERMEABLE INSULATION: THE AIR-IMPERMEABLE INSULATION SHALL BE APPLIED IN DIRECT CONTACT WITH THE UNDERSIDE OF THE STRUCTURAL ROOF SHEATHING AS SPECIFIED IN TABLE R806.5 FOR CONDENSATION CONTROL. THE AIR-PERMEABLE INSULATION SHALL BE INSTALLED DIRECTLY UNDER THE AIR-IMPERMEABLE INSULATION.
 D. WHERE PREFORMED INSULATION BOARD IS USED AS THE AIR-IMPERMEABLE INSULATION LAYER, IT SHALL BE SEALED AT THE PERIMETER OF EACH INDIVIDUAL SHEET INTERIOR SURFACE TO FORM A CONTINUOUS LAYER.

IF OWNER/CONTRACTOR MODIFY THEN THE FOLLOWING APPLIES AND OWNER/CONTRACTOR MUST SUBMIT REVISED ROOF SHEET WITH VENT CALCULATIONS:
 1. VENTING SHALL COMPLY WITH IRC SECTION R806.2.
 2. UPPER AND LOWER ROOF OVER CONDITIONED SPACE MUST COMPLY WITH VENTING REQUIREMENTS.
 3. PROVIDE EQUAL NUMBER OF SQ. IN. OF VENTILATION AT SOFFIT/EAVE AND AT RIDGE. IF EQUAL NUMBER OF SQ. IN. OF VENTILATION IS NOT POSSIBLE, A RATIO OF 50% IN. OF VENTILATION PER 100 SQ. FT. OF ENCLOSED ATTIC MUST BE MET WITH EAVES/SOFT VENTS.
 4. PROVIDE ATTIC VENTILATION CALCULATIONS FOR REQUIRED SQ. IN. OF VENTILATION (IF REQ'D).
 5. CONTRACTOR TO PROVIDE SPECIFICATION AND QUANTITY OF VENTS THAT COMPLY WITH THE VENTILATION CALCULATIONS.
 6. PROVIDE MIN. 1/2" AIR GAP ABOVE INSULATION FOR AIR VENTILATION PER IRC.

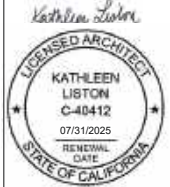
RF-1: ROOF MATERIAL (COMPOSITE ROOF)
 MANUF: GAF (FOLLOW MANUF INSTALLATION GUIDELINES)
 FIRE-RATING: CLASS 'A', NON-COMBUSTIBLE
 ICC NO: ERS-1475
 TYPE: 1/2" EXPOSURE FIBERGLASS ASPHALT SHINGLE
 COLOR: ENGLISH GRAY
 SLOPE: 3/12
 UNDERLAYMENT: 1 LAYER OF 30 LB FELT

RF-2: ROOF MATERIAL (TIA-6 ROOF)
 MANUF: IB ROOF SYSTEMS
 FIRE-RATING: CLASS 'A', NON-COMBUSTIBLE
 TYPE: 30-POUND ROOFING MEMBRANES
 COLOR: GRAY
 SLOPE: 18:1
 UL DIRECTORY: TGFUR15546

GUTTERS
 ROOF GUTTERS SHALL BE PROVIDED WITH THE MEANS TO PREVENT THE ACCUMULATION OF LEAVES AND DEBRIS IN THE GUTTER. (PER C-IRC R307.5.4.)



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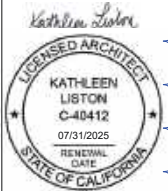


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ROOF

A2.3

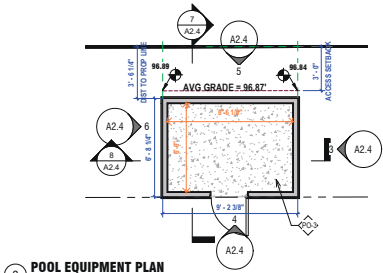


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01	PLANNING REVZ	10/17/2024

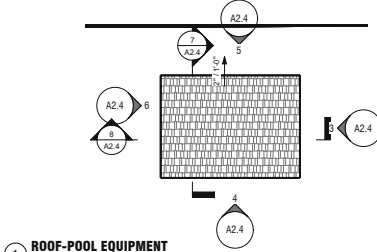
ISSUE DATE: 8/28/2024

POOL EQUIPMENT

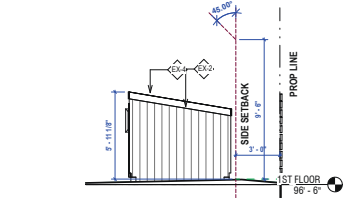
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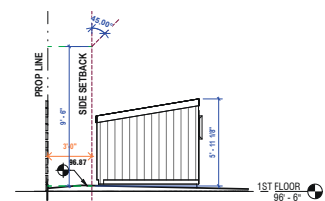
2 POOL EQUIPMENT PLAN
 SCALE: 1/4" = 1'-0"



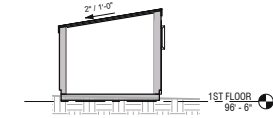
1 ROOF-POOL EQUIPMENT
 SCALE: 1/4" = 1'-0"



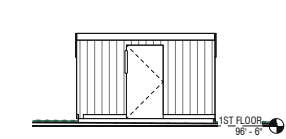
3 ELEV-POOL EQUIP NORTH
 SCALE: 1/4" = 1'-0"



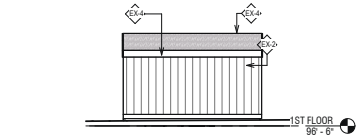
6 ELEV-POOL EQUIP-SOUTH
 SCALE: 1/4" = 1'-0"



7 SECTION-POOL EQUIP E-W
 SCALE: 1/4" = 1'-0"



4 ELEV-POOL-EQUIP-EAST
 SCALE: 1/4" = 1'-0"



5 ELEV-POOL-EQUIP-WEST
 SCALE: 1/4" = 1'-0"



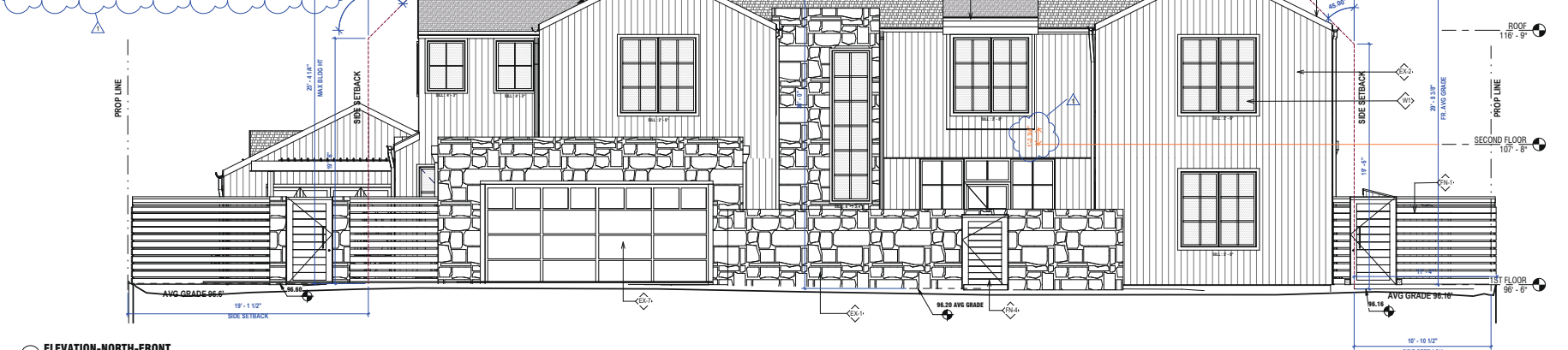
8 SECTION-POOL EQUIP N-S
 SCALE: 1/4" = 1'-0"

POOL EQUIP NOTES

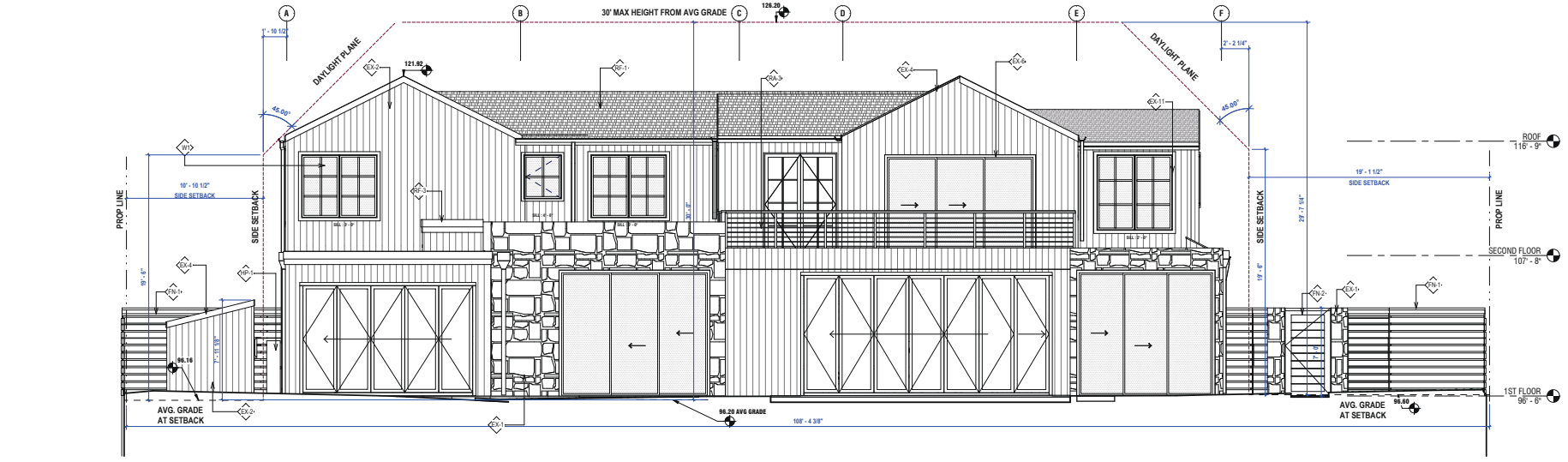
EX-2	VERTICAL 1X6 BUTT JOINT VERTICAL CEDAR SIDING STAINED WITH SEMI-GLOSS BLACK ANTI-RADIANT (ST) OR SEMI-GLOSS SUGU BARN ONCE BRUSHED
EX-4	1X4 OR 1X6 PAINTED FASCIA BOARDS MATCHING ST 1 OR DARK COORDINATE WITH POOL SUBCONTRACTOR LAYOUT, CLEARANCE HEIGHT, DOOR ACCESS, AND LOCATION OF ALL STUB OUTS, SHUTOFFS AND VENTS.
POOL	COORDINATE WITH POOL SUBCONTRACTOR LAYOUT, CLEARANCE HEIGHT, DOOR ACCESS, AND LOCATION OF ALL STUB OUTS, SHUTOFFS AND VENTS.

KEYNOTES

- EX-1 DIMENSIONAL CUT SPLIT FACE STONE IN ARCTIC TONES, STONE IF HORIZON STONE 19TH CENTURY HERITAGE WITH CUSTOM GROUT
- EX-2 VERTICAL 1X6 BUTT JOINT VERTICAL CEDAR SIDING STAINED WITH SEMI-SOLID BLACK ARBORCOAT (S1-1)OR S1M OR SHOU SUGI (BAN ONCE BRUSHED)
- EX-4 1X4 OR 1X6 PAINTED PASCIA BOARDS MATCHING ST-1 OR DARK
- EX-6 CEDAR TRELLIS 4X BEAMS, ST-1, MUST BE HEAVY TIMBER TO MEET WUI REQUIREMENTS
- EX-7 PTD GARAGE DOOR TO MATCH EXT. SIDING/WINDOW FRAMES W GLASS
- EX-11 1X3 CEDAR WINDOW TRIM STAINING TO MATCH STAINED CEDAR SIDING
- FN-1 IN 7' HIGH HORIZONTAL 1X6 CEDAR WOOD FENCE W/ 6X4 POSTS MAX. P SPACING WITH 1X6 TOP RAIL AT MAX. P AND MAX. 12" CLEAR SPACE BETWEEN BOARDS. AT GATE: 2 STONE COLUMNS (EX-1) WITH P SELF-CLOSING/LATCHING GATE.
- FN-2 SELF-CLOSING, SELF-LATCHING GATE MATCHING AN CEDAR FENCE
- FN-4 IN 6' HIGH STONE WALL MATCHING STONE AT MAIN HOUSE AND ENTRY GATE. LIMIT FOUNDATION WORK WITHIN TREE PROTECTION ZONE AND HAND DIG AS REQUIRED.
- PA-1 OUTDOOR HEAT PUMP UNIT, CONFIRM SIZE AND REQUIREMENTS WITH CONTRACTOR
- PA-3 EXT. NETS/RAILING PAINTED TO MATCH WINDOW TRIM, TOP GLAZ FROM FINISHED DECK, HORIZONTAL 2X8-4" X 1" @ MAX. P' CLEAR SPACING WITH 4" X 1" TOP/ROP RAIL
- RF-1 ROOFING MATERIAL TO BE TIMBERLINE HD ASPHALT/FLUOROPOLYMER SLATE COLOR MANUFACTURED BY GAF. CLASS A FIRE RATING PER ASTM E-108 OR UL-790, 40 YEAR WARRANTY AND 3-YEAR WORKMANSHIP GUARANTEE.
- RF-3 BUILT UP PASCIA, PTD TO MATCH STAINED CEDAR SIDING, 12" HIGH
- WT ALUMINUM CLAD WINDOW, KOLBE VISTA LUXE, OR SIM WITH SIMILATED DIVIDED LIGHTS

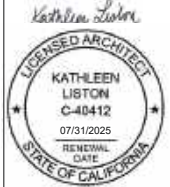


1 ELEVATION-NORTH-FRONT
SCALE: 1/4" = 1'-0"



2 ELEVATION-SOUTH=REAR
SCALE: 1/4" = 1'-0"

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NORTH & SOUTH ELEVATIONS

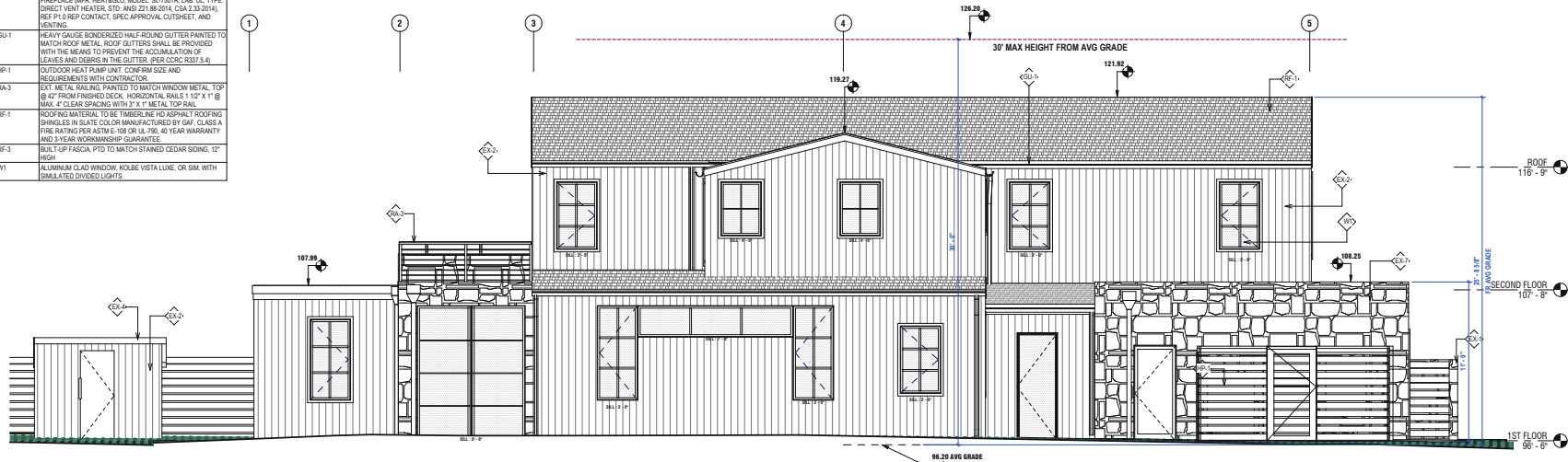
A3.1

KEYNOTES

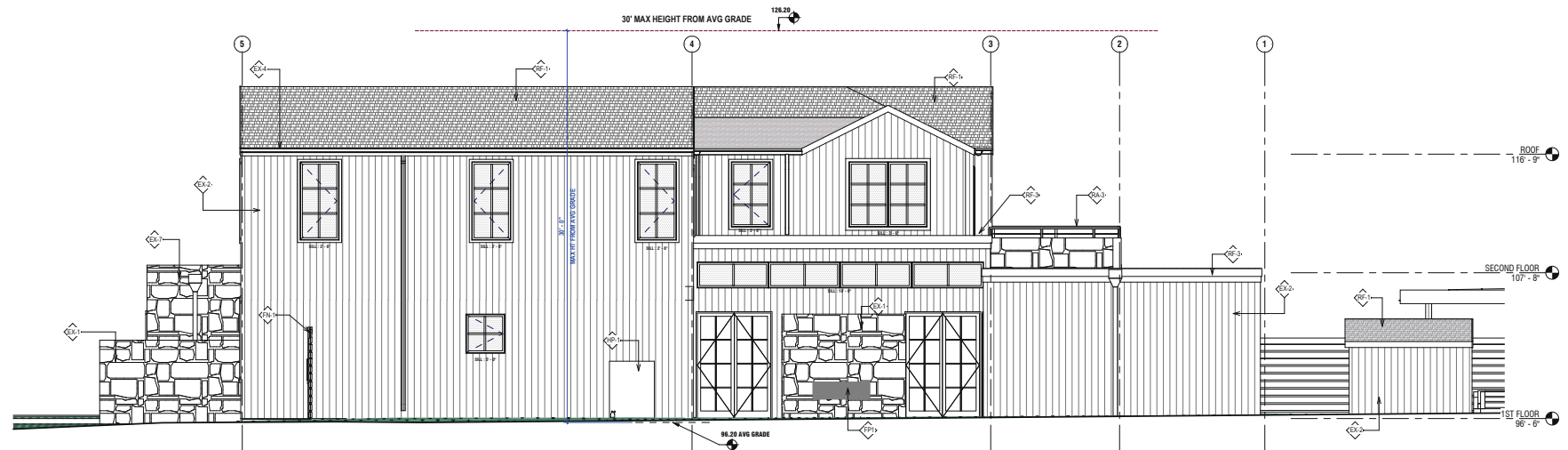
EX-1	DIMENSIONAL CUT, SPLIT FACE STONE IN ARCTIC TONES. STONE IF HORIZONTAL STONE 5TH CENTURY HERITAGE WITH CUSTOM GROUT
EX-2	VERTICAL TRU-BILT JOINT VERTICAL CEDAR SIDING STAINED WITH SEMI-SOLID BLACK ANTI-ROBOT (ST-1) OR SIM. OR SHOU (SH) BAN ONCE BRUSHED
EX-4	1/2" OR 1"X PAINTED FACSA BOARD MATCHING ST-1 OR DARK
EX-7	PTD GARAGE DOOR TO MATCH EXT SIDING WINDOW FRAMES W/ GLASS
FR-1	7' HIGH HORIZONTAL 1"X CEDAR WOOD FENCE W/ 4"X POSTS MAX. 8' SPACING WITH 1"X TOP RAIL AT MAX 4' AND MAX. 1" CLEAR SPACE BETWEEN BOARDS. AT GATE, 2" STONE COLUMNS (EX-1) WITH 7' SELF-CLOSING LATCHING GATE
FP-1	SEALED HEAT & CO. SUMMINE SERIES, DIRECT VENT GAS FIREPLACE (NPS HEAT & CO. MODEL: SL-7070, 1/4" UL TYPE DIRECT VENT HEATER, STD. ANSI Z21.88-2014, CSA 2.3-2014). SEE P.L.8 FOR CONTACT, SPEC. APPROVAL, OUTLETS, AND VENTING
GU-1	HEAVY GAUGE BONDROZED HALF-ROUND GUTTER PAINTED TO MATCH ROOF METAL. ROOF GUTTERS SHALL BE PROVIDED WITH THE MEANS TO PREVENT THE ACCUMULATION OF LEAVES AND DEBRIS IN THE GUTTER. (PER CODE R307.2.4)
HR-1	OUTDOOR HEAT PUMP UNIT. CONFIRM SIZE AND REQUIREMENTS WITH CONTRACTOR
RA-3	EXT. METAL RAILING PAINTED TO MATCH WINDOW METAL. TOP @ 42" FROM FINISHED DECK. HORIZONTAL RAILS 1 1/2" X 1" @ MAX. 4" CLEAR SPACING WITH 1" X 1" METAL TOP RAIL
RF-1	ROOFING MATERIAL TO BE TIMBERLINE HO ASPHALT ROOFING SHINGLES IN SLATE COLOR MANUFACTURED BY GAF. CLASS A FIRE RATING PER ASTM E-108 OR UL-790, 40 YEAR WARRANTY AND 5-YEAR WORKMANSHIP GUARANTEE
RF-3	BUILT UP FACSA. PTD TO MATCH STAINED CEDAR SIDING. 12" HIGH
WT	ALUMINUM CLAD WINDOW HOLBE VISTA LUXE, OR SIM. WITH SIMULATED DIVIDED LIGHTS

ELEVATION NOTES:

1. THE EXTERIOR WALL ENVELOPE SHALL BE DESIGNED AND CONSTRUCTED IN A MANNER THAT PREVENTS THE ACCUMULATION OF WATER WITHIN THE WALL ASSEMBLY BY PROVIDING A WATER-RESISTANT BARRIER BEHIND THE EXTERIOR VENER AS REQUIRED BY SECTION R703.2 AND A MEANS OF DRAINING TO THE EXTERIOR WATER THAT ENTERS THE ASSEMBLY.
2. REFERENCE THE FLOOR PLANS FOR WALL TYPES AND A0.1 FOR WALL ASSEMBLY DETAILS.

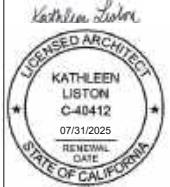


2 ELEVATION-EAST-LEFT
SCALE: 1/4" = 1'-0"



1 ELEV-WEST-RIGHT
SCALE: 1/4" = 1'-0"

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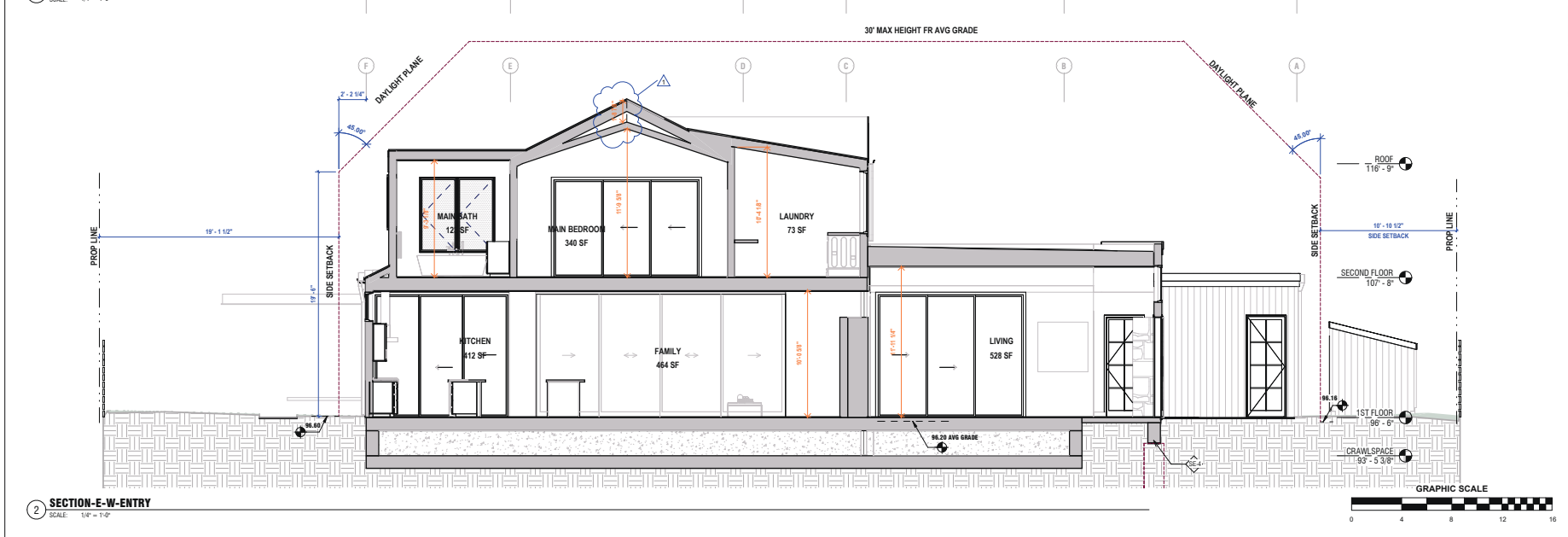
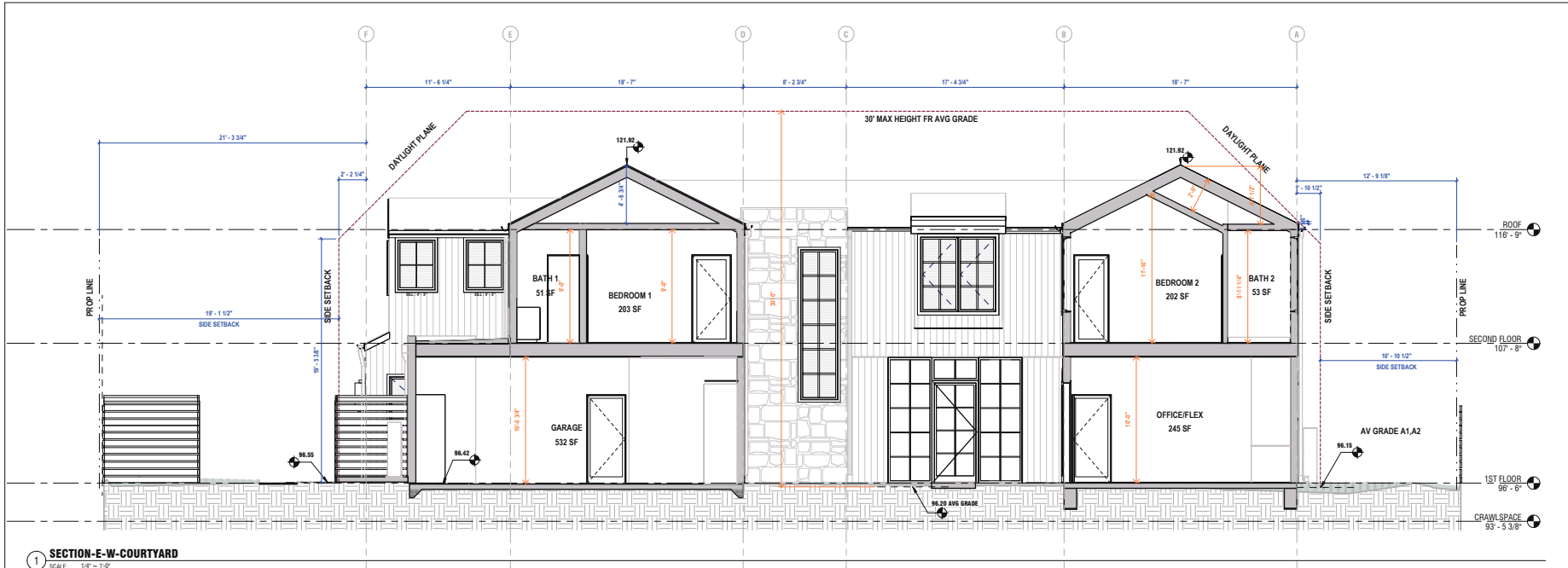


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EAST & WEST ELEVATION

A3.2



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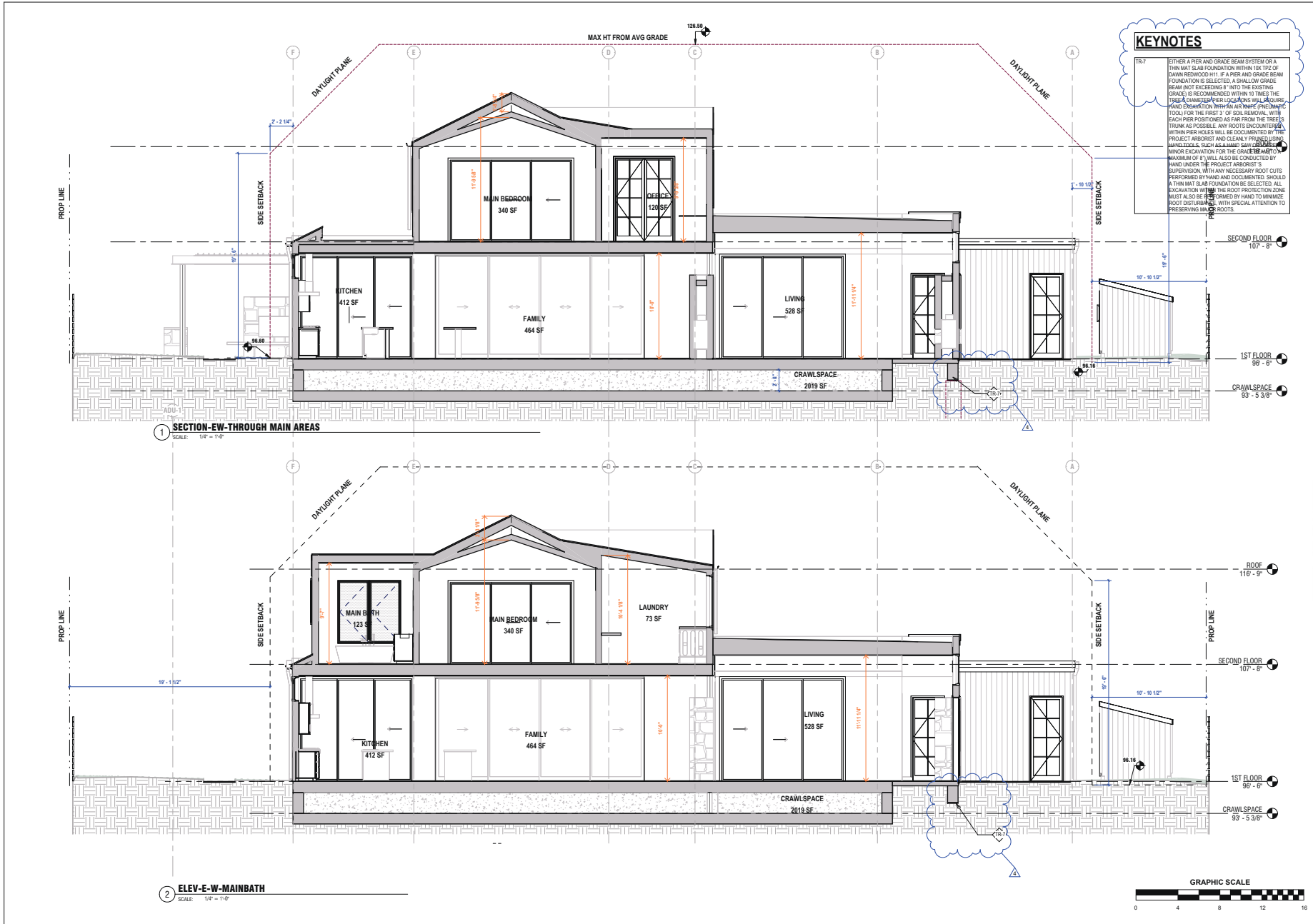
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1	PLANNING REVISION	6/28/2024

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SECTIONS

A4.0



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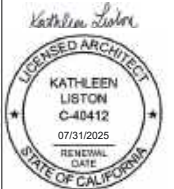
NO.	DESCRIPTION	DATE
1	PLANNING REVISIONS	12/22/2024

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SECTIONS

A4.1

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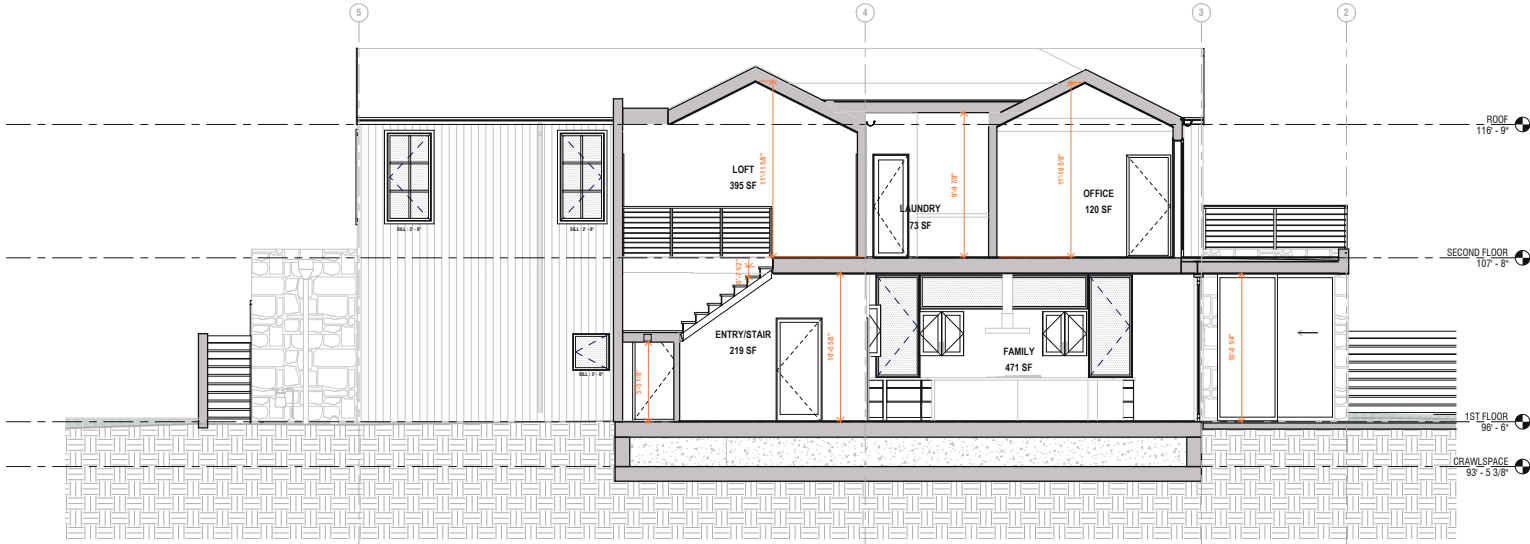
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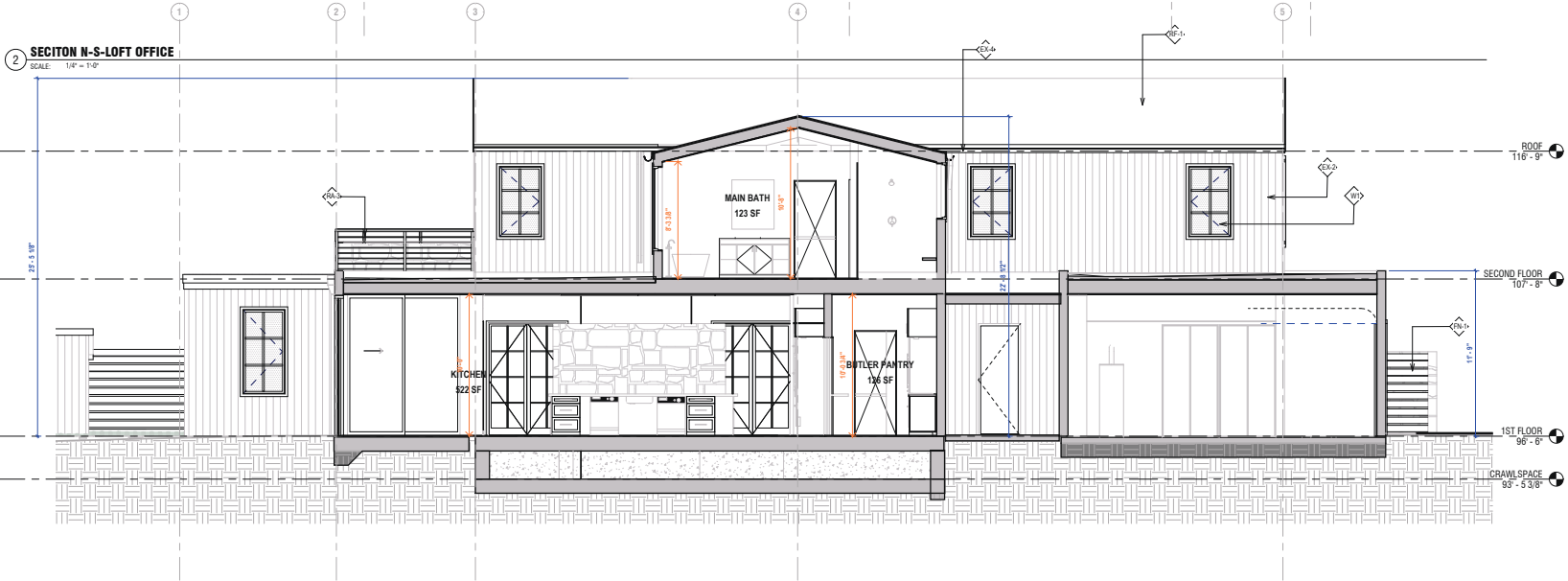
SECTIONS

A4.2



SECTION N-S-LOFT OFFICE

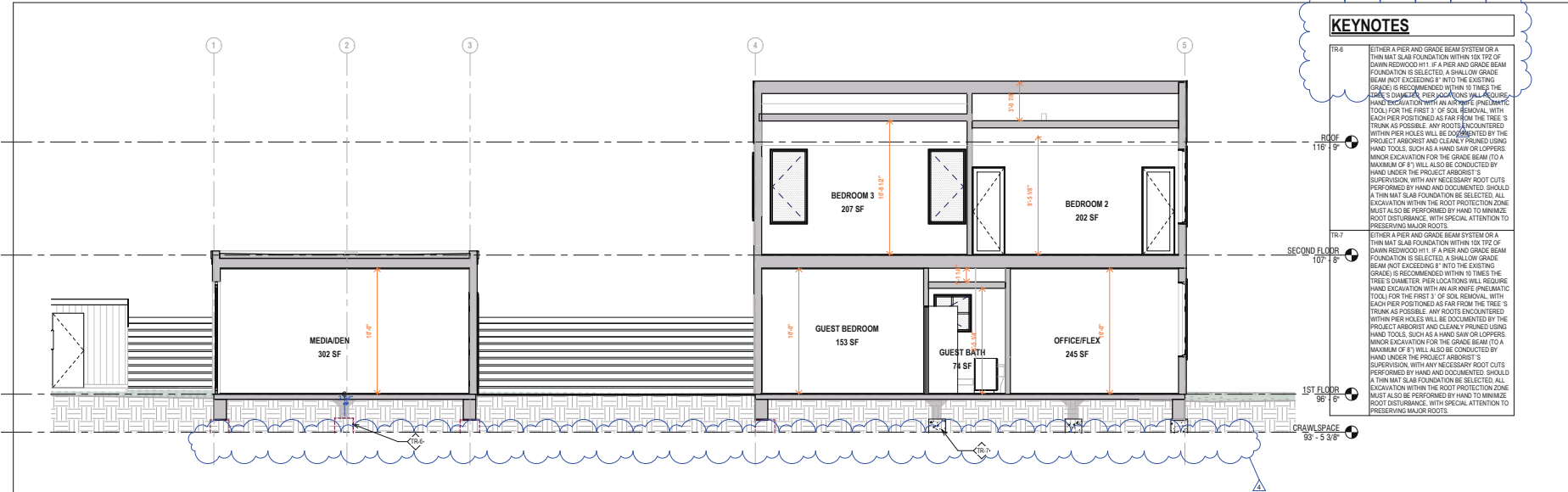
SCALE: 1/4" = 1'-0"



SECTION -N-S-MAIN BATH

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





KEYNOTES

TR-6
ROOF
116'-9"

TR-7
SECOND FLOOR
107'-8"

1ST FLOOR
96'-0"

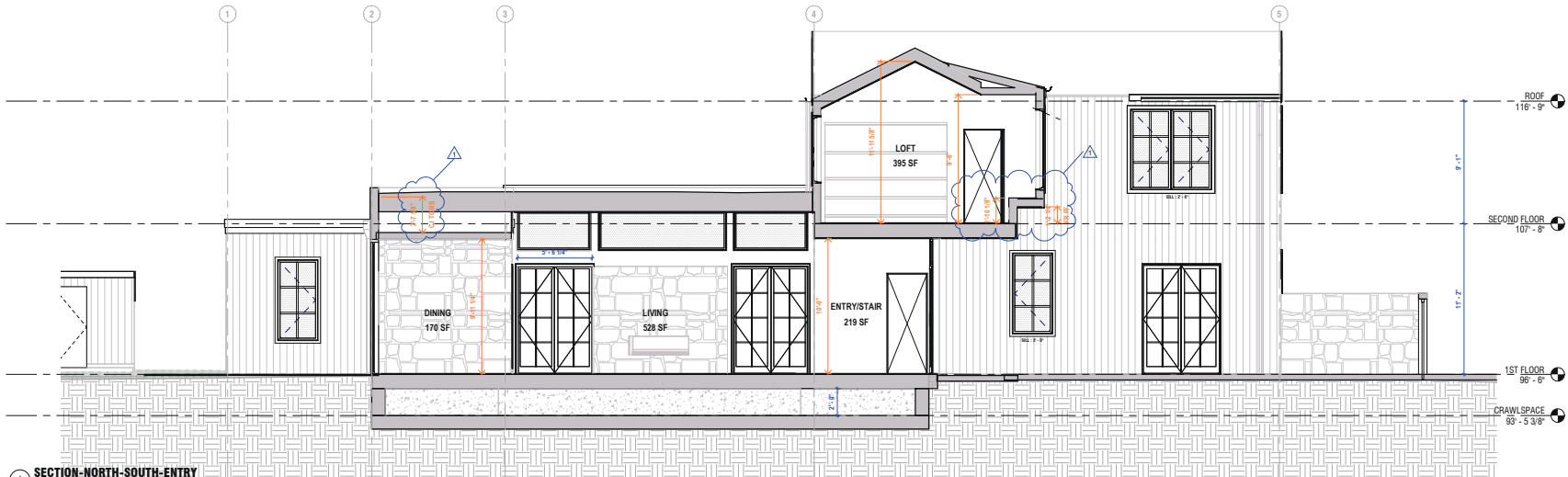
CRAWLSPACE
99'-5 3/8"

ETHER A PIER AND GRADE BEAM SYSTEM OR A THIN MAT SLAB FOUNDATION WITHIN 10X T2 OF DWAIN REDWOOD HT: IF A PIER AND GRADE BEAM FOUNDATION IS SELECTED, A SHALLOW GRADE BEAM NOT EXCEEDING 8" INTO THE EXISTING GRADE IS RECOMMENDED WITHIN 15 TIMES THE TREE'S DIAMETER. PIER LOCATIONS WILL REQUIRE HAND EXCAVATION WITH AN AIR RITE/ PNEUMATIC TOOL FOR THE FIRST 3' OF SOIL REMOVAL WITH EACH PIER POSITIONED AS FAR FROM THE TREE'S TRUNK AS POSSIBLE. ANY ROOTS ENCOUNTERED WITHIN PIER HOLES WILL BE DOCUMENTED BY THE PROJECT ARBORIST AND CLEANLY PRUNED USING HAND TOOLS, SUCH AS A HAND SAW OR LOPPERS. MINOR EXCAVATION FOR THE GRADE BEAM (TO A MAXIMUM OF 8") WILL ALSO BE CONDUCTED BY HAND UNDER THE PROJECT ARBORIST'S SUPERVISION. WITH ANY NECESSARY ROOT CUTS PERFORMED BY HAND AND DOCUMENTED. SHOULD A THIN MAT SLAB FOUNDATION BE SELECTED, ALL EXCAVATION WITHIN THE ROOT PROTECTION ZONE MUST ALSO BE PERFORMED BY HAND TO MINIMIZE ROOT DISTURBANCE. WITH SPECIAL ATTENTION TO PRESERVING MAJOR ROOTS.

ETHER A PIER AND GRADE BEAM SYSTEM OR A THIN MAT SLAB FOUNDATION WITHIN 10X T2 OF DWAIN REDWOOD HT: IF A PIER AND GRADE BEAM FOUNDATION IS SELECTED, A SHALLOW GRADE BEAM NOT EXCEEDING 8" INTO THE EXISTING GRADE IS RECOMMENDED WITHIN 15 TIMES THE TREE'S DIAMETER. PIER LOCATIONS WILL REQUIRE HAND EXCAVATION WITH AN AIR RITE/ PNEUMATIC TOOL FOR THE FIRST 3' OF SOIL REMOVAL WITH EACH PIER POSITIONED AS FAR FROM THE TREE'S TRUNK AS POSSIBLE. ANY ROOTS ENCOUNTERED WITHIN PIER HOLES WILL BE DOCUMENTED BY THE PROJECT ARBORIST AND CLEANLY PRUNED USING HAND TOOLS, SUCH AS A HAND SAW OR LOPPERS. MINOR EXCAVATION FOR THE GRADE BEAM (TO A MAXIMUM OF 8") WILL ALSO BE CONDUCTED BY HAND UNDER THE PROJECT ARBORIST'S SUPERVISION. WITH ANY NECESSARY ROOT CUTS PERFORMED BY HAND AND DOCUMENTED. SHOULD A THIN MAT SLAB FOUNDATION BE SELECTED, ALL EXCAVATION WITHIN THE ROOT PROTECTION ZONE MUST ALSO BE PERFORMED BY HAND TO MINIMIZE ROOT DISTURBANCE. WITH SPECIAL ATTENTION TO PRESERVING MAJOR ROOTS.

SECTION N-S THROUGH BEDROOM AND FLEX

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

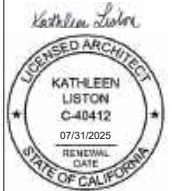


SECTION-NORTH-SOUTH-ENTRY

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



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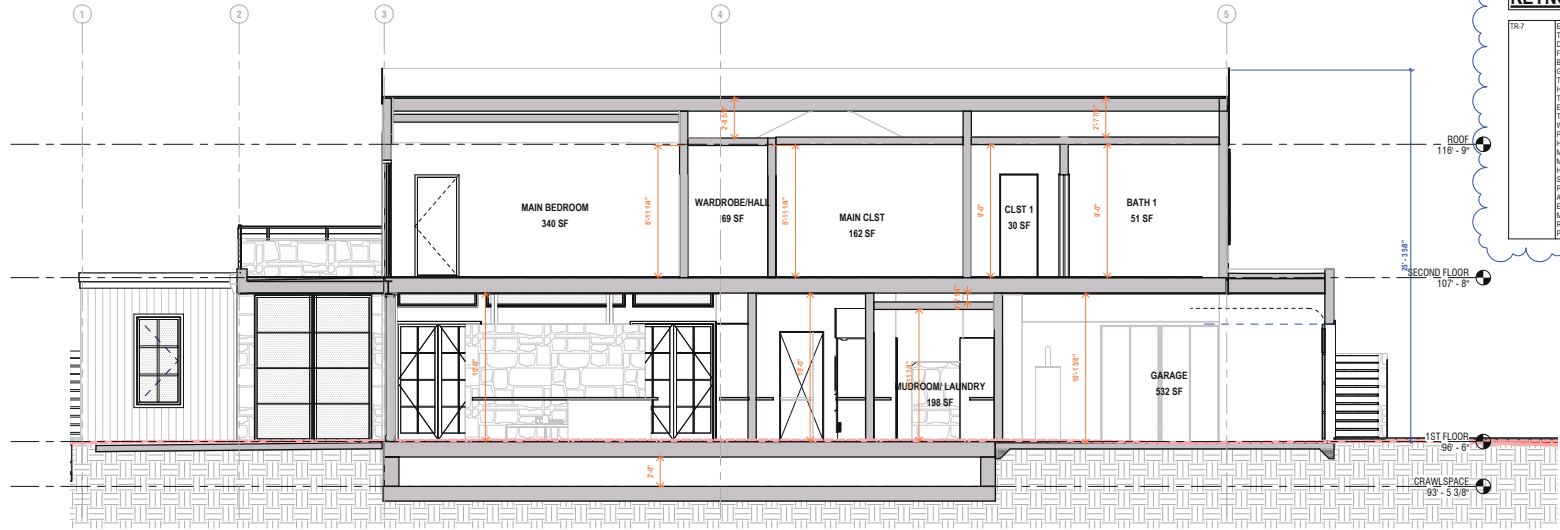
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1	PLANNING REV	8/28/2024
2	PLANNING REV	10/22/2024

ISSUE DATE: 8/28/2024

SECTIONS

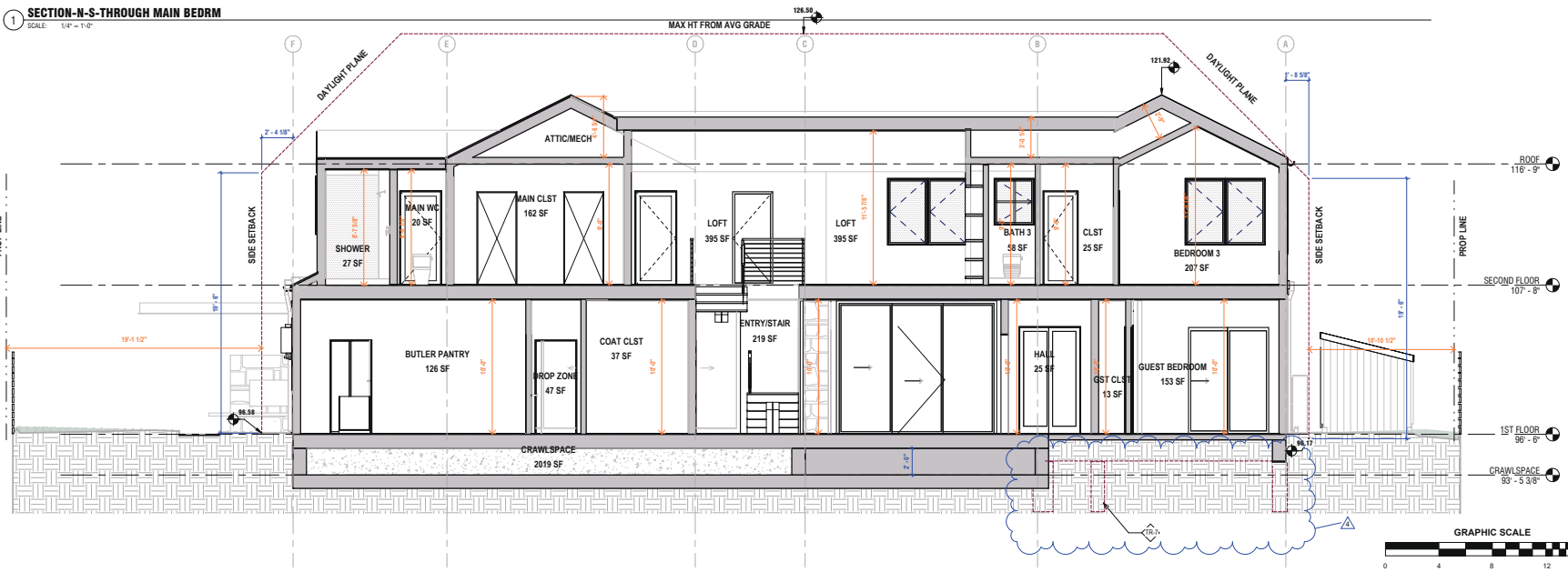
A4.3



KEYNOTES

18-7 EITHER A PIER AND GRADE BEAM SYSTEM OR A THIN MAT SLAB FOUNDATION WITHIN 10% TO 20% OF DAWN REDWOOD HT. IF A PIER AND GRADE BEAM FOUNDATION IS SELECTED, A SHALLOW GRADE BEAM (NOT EXCEEDING 8' INTO THE EXISTING GRADE) IS RECOMMENDED WITHIN 10 TIMES THE TREE'S DIAMETER. PIER LOCATIONS WILL REQUIRE HAND EXCAVATION WITH AN AIR KNIFE (PNEUMATIC TOOL) FOR THE FIRST 5' OF SOIL REMOVAL, WITH EACH PIER POSITIONED AS FAR FROM THE TREE'S TRUNK AS POSSIBLE. ANY ROOTS ENCOUNTERED WITHIN PIER HOLES WILL BE DOCUMENTED BY THE PROJECT ARBORIST AND CLEANLY PRUNED USING HAND TOOLS, SUCH AS A HAND SAW OR LOPPERS. MINOR EXCAVATION FOR THE GRADE BEAM (TO A MAXIMUM OF 8') WILL ALSO BE CONDUCTED BY HAND UNDER THE PROJECT ARBORIST'S SUPERVISION. WITH ANY NECESSARY ROOT CUTS PERFORMED BY HAND AND DOCUMENTED, SHOULD A THIN MAT SLAB FOUNDATION BE SELECTED, ALL EXCAVATION WITHIN THE ROOT PROTECTION ZONE MUST ALSO BE PERFORMED BY HAND TO MINIMIZE ROOT DISTURBANCE, WITH SPECIAL ATTENTION TO PRESERVING MAJOR ROOTS.

1 SECTION-N-S-THROUGH MAIN BEDRM
SCALE: 1/4" = 1'-0"



2 SECTION-EW-THROUGH CENTRAL AREA
SCALE: 1/4" = 1'-0"

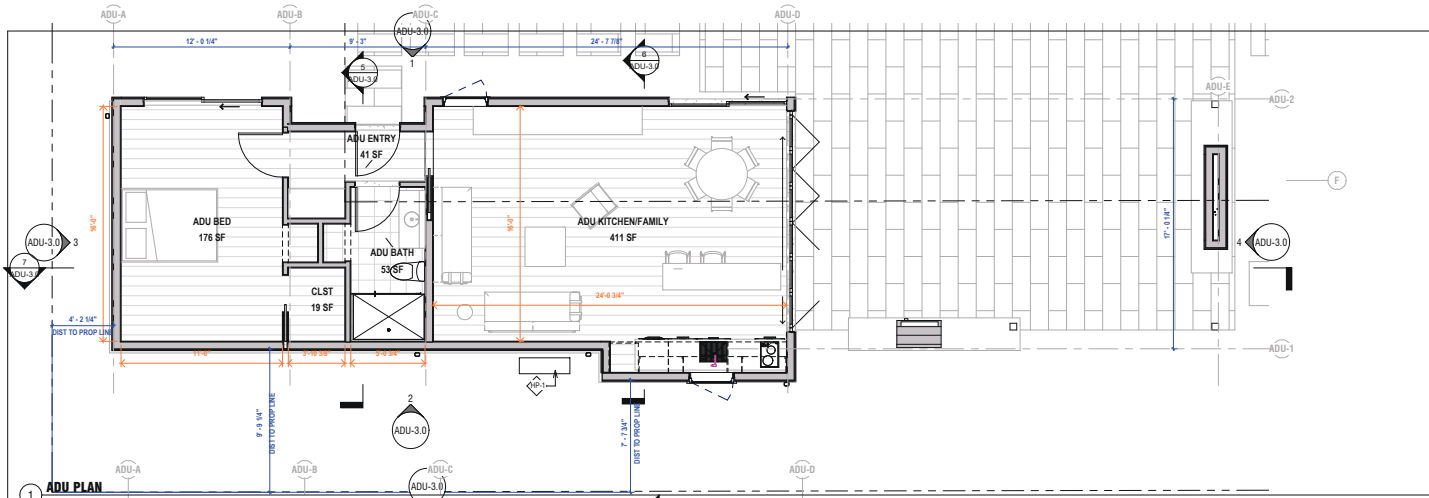
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SECTIONS

A4.4



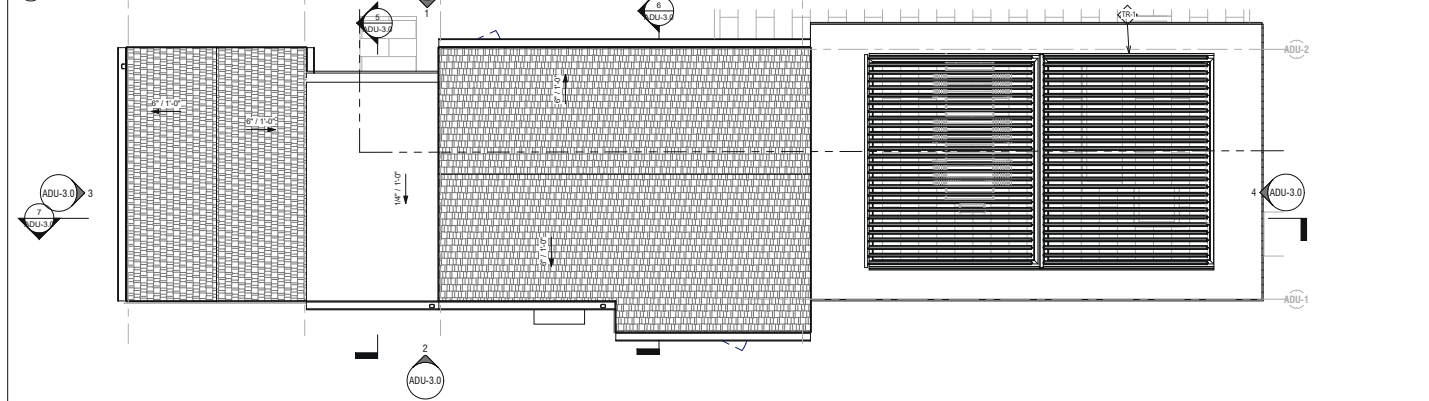
ARCHITECTURAL PLAN NOTES:

1. ALL GRIDLINE DIMENSIONS ARE TO FACE OF FOUNDATION, U.O.N.
2. ALL INTERIOR DIMENSIONS ARE TO FINISH WALLS

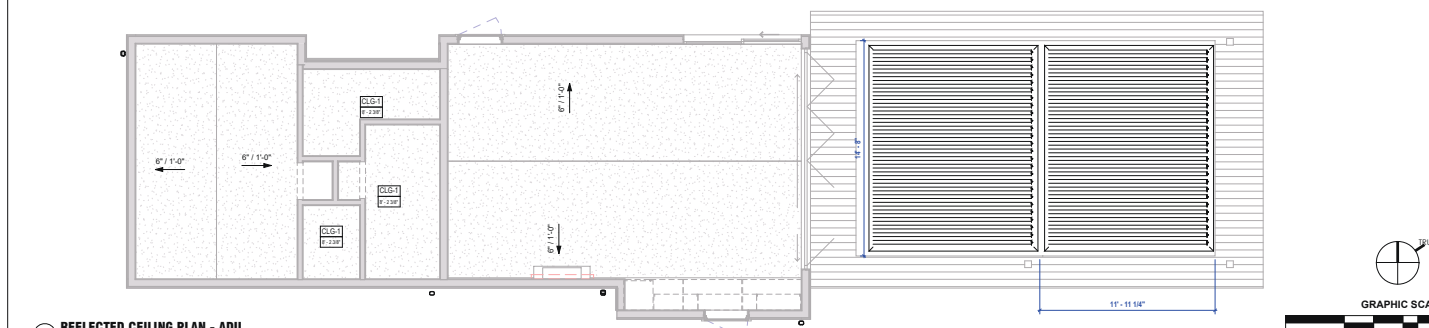
KEYNOTES

HP-1	OUTDOOR HEAT PUMP UNIT. CONFIRM SIZE AND REQUIREMENTS WITH CONTRACTOR.
TR-1	EXTRUDED ALUMINUM LOUVERED TRELLIS. MUST BE IGNITION RESISTANT MATERIAL, OR NONCOMBUSTIBLE MATERIAL.

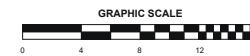
1 ADU PLAN
SCALE: 1/4" = 1'-0"



2 ADU-ROOF
SCALE: 1/4" = 1'-0"



3 REFLECTED CEILING PLAN - ADU
SCALE: 1/4" = 1'-0"



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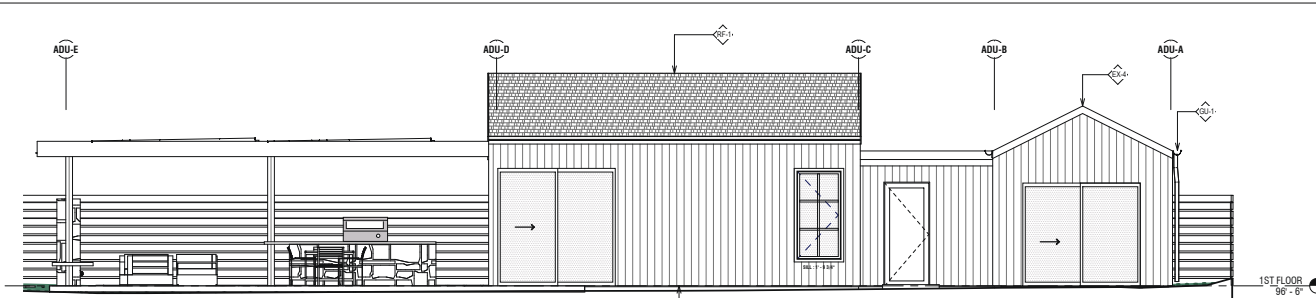


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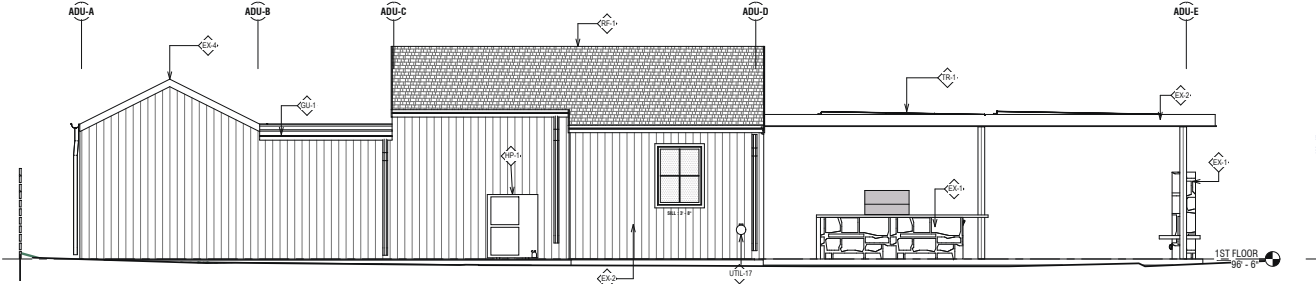
ADU - PLANS

ADU-2.0



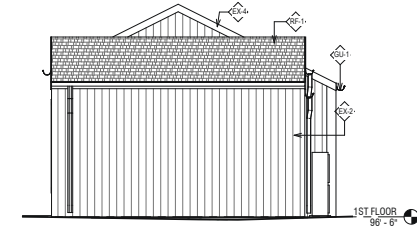
1 ELEV-ADU-WEST

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



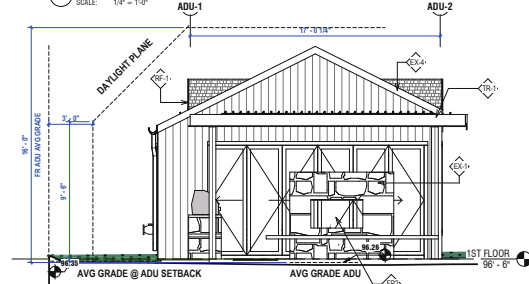
2 ELEV-ADU-EAST

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



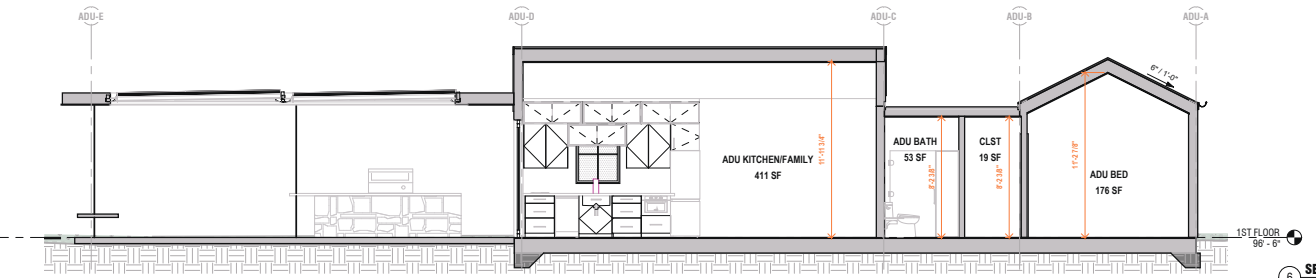
3 ELEV-ADU-SOUTH

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



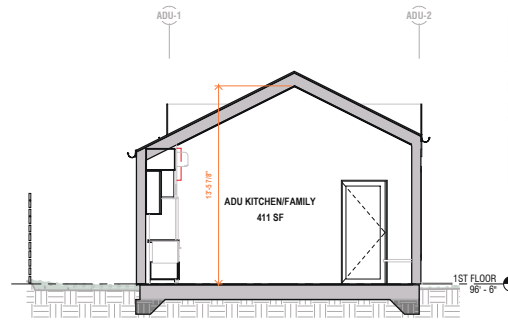
4 ELEV-ADU-NORTH

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



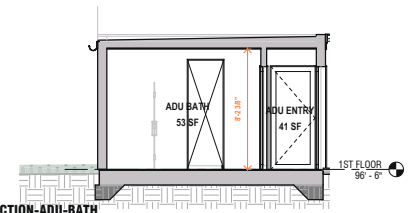
7 SECTION-ADU-N-S

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



6 SECTION ADU THRU GREAT ROOM E-W

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



5 SECTION-ADU-BATH

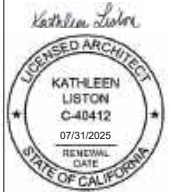
SCALE: 1/4" = 1'-0"



KEYNOTES

EX-1	DIMENSIONAL CUT, SPLIT FACE STONE IN ARCTIC TONES, STONE // HORIZON STONE 19TH CENTURY HERITAGE WITH CUSTOM GROUT
EX-2	VERTICAL 1X8 BUTT JOINT VERTICAL CEDAR SIDING STAINED WITH SEMI-SOLID BLACK ARBORCOAT (ST-1) OR SHOU SUGI BAN ONCE BRUSHED
EX-4	1X4 OR 1X6 PAINTED FASCIA BOARD MATCHING ST-1 OR DARK
FP-2	BICKERN VENT FREE. SEE THRU 4" INSTALL PER MANUFACTURER INSTRUCTIONS.
GL-1	HEAVY GAUGE BONDERIZED HALF-ROUND GUTTER PAINTED TO MATCH ROOF METAL. ROOF GUTTERS SHALL BE PROVIDED WITH THE MEANS TO PREVENT THE ACCUMULATION OF LEAVES AND DEBRIS IN THE GUTTER. (PER CCRC R337 5.4)
HP-1	OUTDOOR HEAT PUMP UNIT. CONFIRM SIZE AND REQUIREMENTS WITH CONTRACTOR.
RP-1	ROOFING MATERIAL TO BE TIMBERLINE HD ASPHALT ROOFING SHINGLES IN SLATE COLOR MANUFACTURED BY GAF. CLASS A FIRE RATING PER ASTM E-108 OR UL-790, 40 YEAR WARRANTY AND 5 YEAR WORKMANSHIP GUARANTEE.
TR-1	EXTRUDED ALUMINUM COVERED TRELLIS, MUST BE IGNITION RESISTANT MATERIAL OR NONCOMBUSTIBLE MATERIAL.
UTIL-17	WATER ENTRY TO HOUSE (SHUTOFF FOR WATER AND SPRINKLER). COORDINATE WITH FIRE SPRINKLER SUB FOR LOCATION, SIZE, AND COORDINATION WITH FIRE SPRINKLER PANEL.

801 HERMOSA WAY
801 HERMOSA WAY, MENLO PARK, CA 94025
APN: 175-39-007



REVISIONS

NO.	DESCRIPTION	DATE

ISSUE DATE: 8/28/2024

ADU - ELEVATIONS & SECTIONS

ADU-3.0

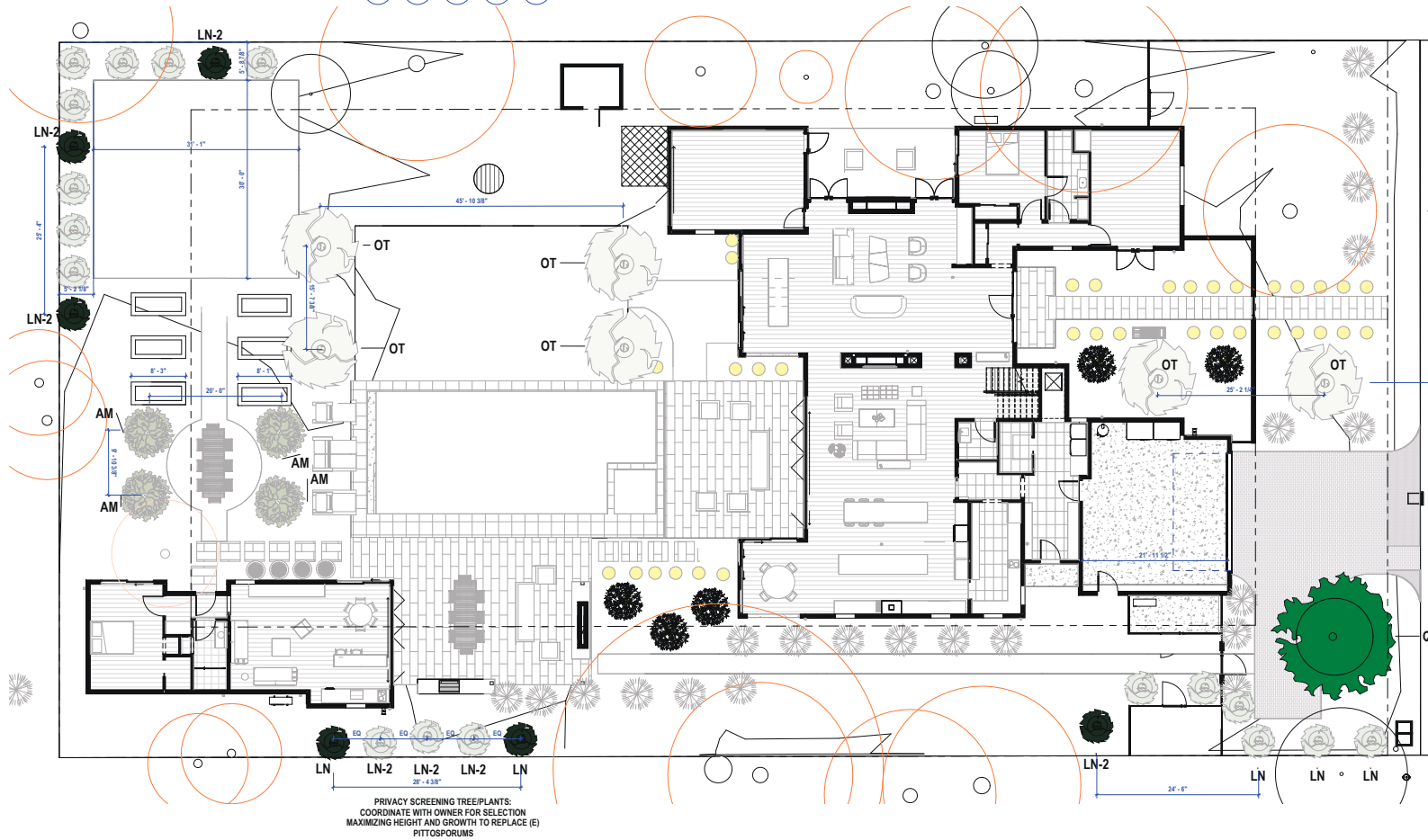
PROPOSED REPLACEMENT TREES					
Type Mark	Type Comments	Description	SIZE	WUCOL	Replacement Value
LN	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	36"	LOW	\$3000.00
LN-2	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	24"	LOW	\$1500.00
LN-2	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	24"	LOW	\$1500.00
LN-2	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	24"	LOW	\$1500.00
LN-2	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	24"	LOW	\$1500.00
LN-2	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	24"	LOW	\$1500.00
LN-2	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	24"	LOW	\$1500.00
LN-2	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	24"	LOW	\$1500.00
LN-2	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	24"	LOW	\$1500.00
LN-2	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	24"	LOW	\$1500.00
LN-2	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	24"	LOW	\$1500.00
LN-2	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	24"	LOW	\$1500.00
LN	LAURUS NOBILIS 'SARATOGA'	SARATOGA LAUREL	36"	LOW	\$3000.00
Grand total: 11					\$24000.00

- REPLACEMENT TREE QUALIFICATIONS:**
1. LOW TO MODERATE USE PER WUCOL DATABASE
 2. REACH MATURE HEIGHT OF 35'
 3. HARDINESS OF ZONES 9-10
 4. NOT INVASIVE
 5. 25' BETWEEN SHADED TREE
 6. 15' BETWEEN ORNAMENTAL TREE

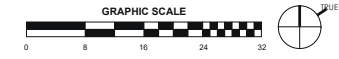
SITE HAS A LARGE NUMBER OF (E) HERITAGE TREES ON PROPERTY AND BORDERING PROPERTY MAKING PLACEMENT OF (N) TALL TREES CHALLENGING THAT WOULD NOT INTERFERE WITH SUN EXPOSURE FOR ENJOYMENT OF YARD AND NATURAL DAYLIGHT FOR HOME, PROVIDING SUN FOR GARDENFRUIT TREES. SMALL EVERGREEN TREES, FRUIT TREES, TALL SCREENING TREES, AND ORNAMENTAL TREES ARE PROPOSED THAT COULD BE CONSIDERED AS REPLACING THE SINGLE HERITAGE TREE PROPOSED FOR REMOVAL. CURRENT REPLACEMENT TREES ONLY INCLUDE TREES THAT MEET THE CRITERIA.

- TREE NOTES:**
1. ANY SUBSTITUTION MUST BE APPROVED BY TOWN ARBORIST
 2. IF LAURUS NOBILIS (LN) ARE NOT AVAILABLE ALTERNATE IS MYRICA CALIFORNICA. GOAL IS MAXIMUM INITIAL HEIGHT AND PLACEMENT FOR PRIVACY/SCREENING.

H1 VALUE IS \$23,600
DIFFERENCE IS: -\$400



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



801 HERMOSA WAY
801 HERMOSA WAY, MENLO PARK, CA 94025
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REVISIONS		
NO.	DESCRIPTION	DATE
01	HERITAGE TREE REM	07/16/2024

ISSUE DATE: 8/28/2024

TREE PLAN

L1.1



CEILING MATERIAL LEGEND

- 5/8" TYPE X, FIRE RATED GYPSUM BOARD CEILING
- CEDAR WOOD CEILING

1 REFLECTED CEILING PLAN - FIRST FLOOR

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



GRAPHIC SCALE



801 HERMOSA WAY
801 HERMOSA WAY, MENLO PARK, CA 94025
APN: 175-39-007



REVISIONS

NO.	DESCRIPTION	DATE

ISSUE DATE: 8/28/2024

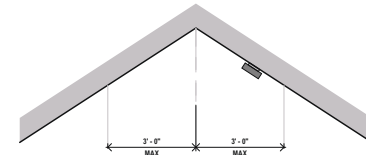
FIRST FLOOR RCP

E.1

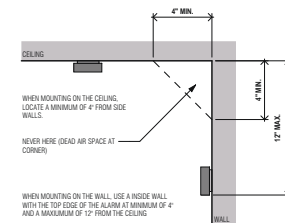


CEILING MATERIAL LEGEND

- 5/8" TYPE X, FIRE RATED GYPSUM BOARD CEILING
- CEDAR WOOD CEILING



SMOKE ALARMS ON A SLOPED, PEAKED, OR CATHEDRAL CEILING SHOULD BE PLACED WITHIN A FEET (MEASURED HORIZONTALLY) OF THE HIGHEST POINT IN THE CEILING.



WHEN MOUNTING ON THE CEILING, LOCATE A MINIMUM OF 4" FROM SIDE WALLS.

NEVER HERE (DEAD AIR SPACE AT CORNER)

WHEN MOUNTING ON THE WALL, USE A INSIDE WALL WITH THE TOP EDGE OF THE ALARM AT MINIMUM OF 4" AND A MAXIMUM OF 12" FROM THE CEILING



2 FIRE ALARM MOUNTING DETAIL
SCALE: 3/4" = 1'-0"



REVISIONS

NO.	DESCRIPTION	DATE

ISSUE DATE: 8/28/2024

SECOND FLOOR RCP

E.2

801 HERMOSA WAY
801 HERMOSA WAY, MENLO PARK, CA 94025
APN: 175-39-007

1 REFLECTED CEILING PLAN - SECOND FLOOR
SCALE: 1/4" = 1'-0"



EX-1
1X6 VERTICAL STAIN
KNOTTY CEDAR BLACK



EX-2
STONE W/ OVERGROUT



R-1
GAF SLATELINE GREY



WINDOWS/DOORS
ALUMINUM AND
ALUMINUM CLAD WITH
SIMULATED DIVIDED LITES



STONE + STAIN SIDING + ALUMINUM WINDOWS



LOUVERED TRELLIS/STONE.CEDAR SOFFIT/CONCRETE POOL DECK



DARK SIDING/STAINED TELLIS/COBBLESTONES/STONE COLUMNS

801 HERMOSA WAY

801 HERMOSA WAY, MENLO PARK, CA 94025
APN: 175-39-007



REVISIONS

NO.	DESCRIPTION	DATE

ISSUE DATE: 8/28/2024

MATERIALS

FM-1

PROPOSED PROJECT

The proposed use permit is for the development of a new-2 story residence, ADU, and pool on a non-conforming lot in the RE district at 801 Hermosa Way on a ½ acre flat south-facing lot. The existing 2-story home is in disrepair and has significant foundation damage due to multiple additions and lack of maintenance. The accessory structure has not been maintained. The property is south facing and has 8 heritage trees with another 8 heritage trees on neighboring properties abutting the property line. The existing and proposed use if for residential occupancy.

The scope of work is as follows:

- 1) Demolition of existing 2-story home with subgrade unfinished storage/basement, existing accessory structure, shed and hardscape. Demolition proposes removal of one heritage tree (under separate permit) and 15 non-heritage trees.
- 2) Construction of:
 - a. 6,495 sf new home, including 2-car attached garage and attached 62 sf pool equipment enclosure
 - b. 800 sf accessory dwelling unit with attached louvered trellis, BBQ and outdoor fireplace
 - c. 20' x 40' swimming pool with spa
 - d. Replacement of (E) wood fence along the eastern property line and 2 new fences with self-closing gates on eastern and western sides
 - e. Front-facing driveway with additional parking space for ADU car
 - f. Planting of 15 new trees, including one tree that replaces the heritage tree, Olive trees, ornamental trees, and privacy hedge at locations where existing hedges cannot be salvaged

ARCHITECTURAL STYLE, DESIGN CRITERIA, AND PROPOSED USE

The house is an organic modern farmhouse with dark stained vertical cedar siding, light over-mortared stone, dark trim, and composite shingle, slate roof, with aluminum windows/doors. The hardscape will have some cobblestone, natural-colored concrete, and native plantings with olive trees and ornamental maple trees. Figure 1 has images from a recent home I designed and built matching the specifying styles. Construction will be wood-framed over slab construction and crawlspace where feasible to limit impact to tree roots.

The house was sited to maximize southern exposure and access to rear yard from public spaces as well as a private courtyard from guest room, living and a media/den room. The kitchen has large expanse of windows to view the redwood trees with a nook overlooking pool, trees, and backyard. Additional constraints and wishes included view of oak tree in rear yard, tree H12, keeping existing well on property, re-purposing area where the existing accessory structure is as a sport court, locating a turf area adjacent to pool and outside of tree canopy, and a large area for garden, fruit trees, and garden dining. One goal was a high-ceiling living area at entry with view to backyard and formal dining space off of rear yard.

As part of the heritage tree removal a detailed narrative was produced explaining the various options produced and additional criteria.

OUTREACH TO NEIGHBORS

I shared the plans with neighbors to the east and west and sending a letter to neighbors at the rear since no contact information was provided and also reached out to neighbors across the street – one is new and I do not yet have their contact information. After talking with the neighbors to the east, I moved the ADU further west to allow for screening and potentially keep existing screening and mitigate impact to 2 oak trees in that area of the property. I also relocated the pool equipment to the other side – attached to main house to allow for screening and reduce any noise impacts.

Thank you, Kathleen Liston

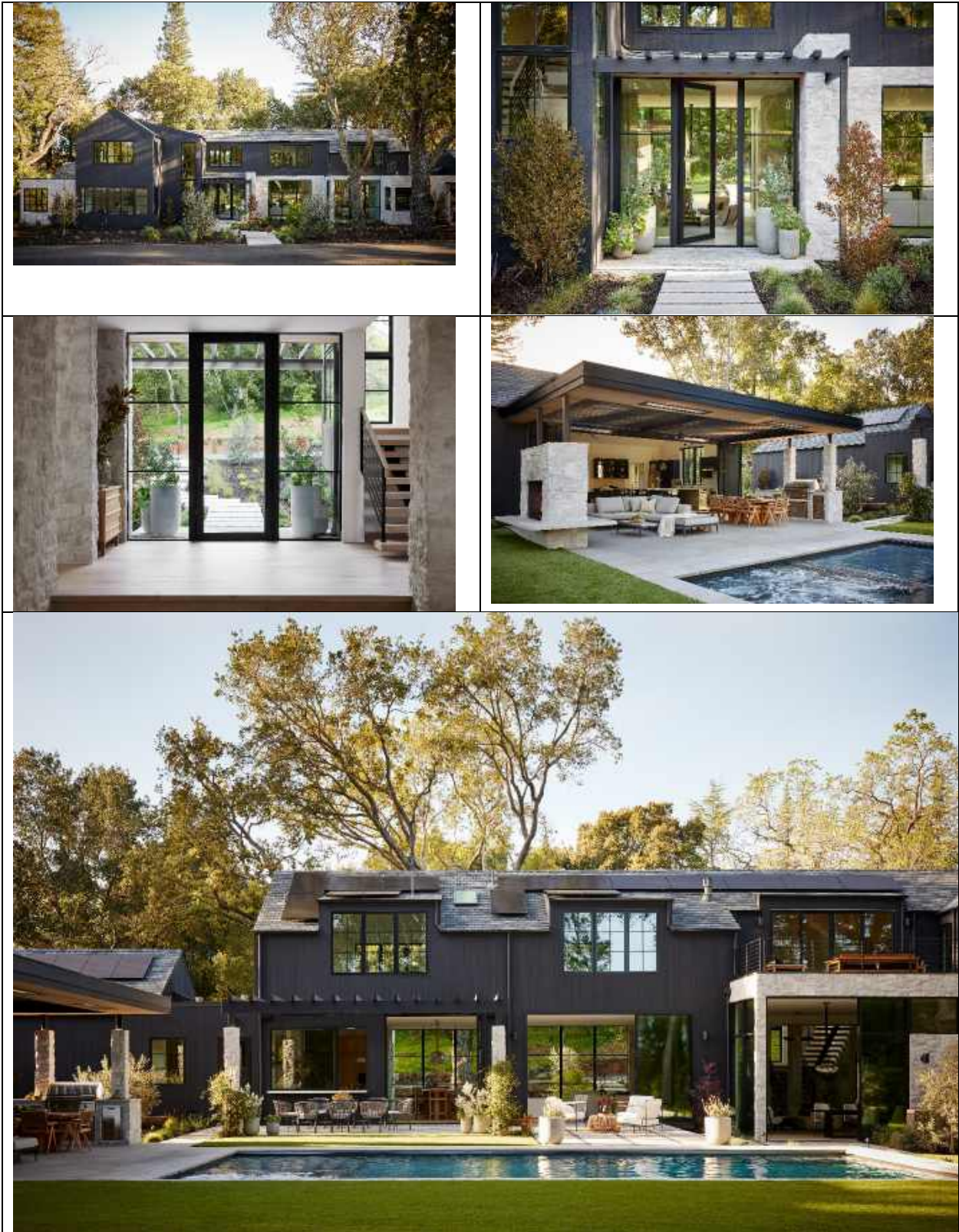


FIGURE 1: EXAMPLE OF THE PROPOSED ARCHITECTURAL STYLE, MATERIAL, COLORS

801 Hermosa Way – ATT A Ex. C – Conditions of Approval

LOCATION: 801 Hermosa Way	PROJECT NUMBER: PLN2024-00030	APPLICANT: Deco Homes, LLC	OWNER: Deco Homes, LLC
----------------------------------	--------------------------------------	-----------------------------------	-------------------------------

PROJECT CONDITIONS:

1. The use permit shall be subject to the following **standard** conditions:
 - a. The applicant shall be required to apply for a building permit within one year from the date of approval (by November 18, 2025) for the use permit to remain in effect.
 - b. Development of the project shall be substantially in conformance with the plans prepared by Kathleen Liston Architect consisting of 27 plan sheets, dated received November 7, 2024 and approved by the Planning Commission on November 18, 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.

801 Hermosa Way – ATT A Ex. C – Conditions of Approval

LOCATION: 801 Hermosa Way	PROJECT NUMBER: PLN2024-00030	APPLICANT: Deco Homes, LLC	OWNER: Deco Homes, LLC
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. Concurrent with the submittal of a complete building permit application, the Project Arborist shall evaluate the proposed foundation design for consistency with the recommended tree protection measures from the project arborist report in Exhibit C of Planning Commission Resolution No. 2024-____. The Project Arborist shall submit an addendum to the arborist report analyzing the project foundation design and confirm that the design would not impact surrounding heritage trees, subject to review and approval of the City Arborist and the Planning and Building Divisions.			

801 Hermosa Way Menlo Park CA Arborist Report 2024



Prepared For:
Deco Homes, LLC.

Site: 801 Hermosa Way
Menlo Park, CA



Submitted by:
David Beckham
Certified Arborist
WE#10724A
TRAQ Qualified



DAVID BECKHAM
WE#10724A



DAVID BECKHAM
WE#10724A

KIELTY

ARBORISTS SERVICES LLC

Certified Arborist WE#10724A TRAQ Qualified

P.O. Box 6187 San Mateo, CA 94403

650-532-4418

Date: 7/15/24, Revised 8/29/24, Revised 10/29/24

Attn: Deco Homes LLC
 Site: 801 Hermosa Way. Menlo Park CA

Subject Re: Tree Protection Plan for 801 Hermosa Way, Menlo Park CA

Dear Deco Homes LLC,
 At your request, Kielty Arborists Services LLC visited the property referenced above on 6/4/24 to evaluate the trees present with respect to the proposed construction project. The report below contains the analysis of the site visit.

SUMMARY

40 trees were surveyed for writing this report. 9 of the 40 trees are located on the neighboring property (#19-21, 23, 32-35, and #39) close to the property line fence. 16 of the trees are “Heritage” trees (protected) in the city of Menlo Park (#1, 3, 4, 6, 11, 12, 19-24, and 32-35).

Total Trees	Heritage / Protected Trees	Non-Protected Trees
40	16	24

23 trees are proposed for removal, as they are in decline or conflict with proposed project features. One of the trees proposed to be removed is a “Heritage” tree (#1). All retained trees are in fair to good condition and should be retained and protected as detailed in the recommendations below. With proper protection and cultural practices, all retained trees are expected to survive and thrive during and after construction.

ASSIGNMENT

At the request of Deco Homes LLC, Kielty Arborists Services LLC conducted a site visit on 6/4/24 to prepare a comprehensive Tree Inventory Report/Tree Protection Plan for the proposed construction project. This report is a requirement when submitting plans to the city of Menlo Park. The analysis in this report is based on site plans A0.0 through A4.3, ADU-2.0 through ADU-3.0, and landscape plan L1.0 all dated 8/28/24 received from Moderna Homes.

The primary focus of this report is as follows:

- Identification and assessment of trees on the construction site that may be affected by the proposed development.
- Determination of potential impacts on tree health and stability, considering factors such as root damage and crown damage.
- Provision of recommendations for tree protection and preservation measures during the construction process to mitigate potential impacts.

- Ensuring compliance with local regulations pertaining to tree preservation, protection, and removal within the construction plans.

Please note that the report will provide specific details regarding tree assessments, impacts, and preservation measures.

INTRODUCTION

According to our past communications with city staff, the City of Menlo Park requires the following tree reporting elements for development projects:

1. Inventory of all trees over 4 inches in diameter.
2. Map of tree locations.
3. Tree protection or removal recommendations for all trees over 4 inches in diameter.

LIMITS OF THE ASSIGNMENT

As part of this assessment, it is important to note that Kielty Arborists Services LLC did not conduct an aerial inspection of the upper crown, a detailed root crown inspection, or a plant tissue analysis on the subject trees. Therefore, the information presented in this report does not include data obtained from these specific methods.

Furthermore, it is essential to clarify that no tree risk assessments were completed as part of this report unless stated otherwise. The focus of this assessment primarily centers on tree identification, general health evaluation, and the potential impacts of the proposed construction.

While the absence of these specific assessments limits the scope of the analysis, the findings and recommendations provided within this report are based on available information and observations made during the site visit.

PURPOSE & USE OF THE REPORT

This report informs tree management decisions for the construction project and provides recommendations to maximize tree survival. It serves as a valuable resource for stakeholders, facilitating informed discussions and sustainable tree management practices.

TESTING & ANALYSIS

In order to assess the trees, a thorough examination was conducted using a variety of methods. For trees with accessible trunks, precise measurements of the Diameter at Breast Height (DBH) were taken using a specialized diameter tape measure. In cases where the trunks were not readily accessible, visual estimations were employed to determine the DBH. As part of the inventory process, all trees exceeding a specific DBH threshold of 4 inches were included.

To evaluate the health of the trees, multiple factors were considered, including their overall appearance and our team's extensive experiential knowledge of each species. This holistic approach ensured a comprehensive understanding of the tree's well-being.

To accurately document the location of each tree, a GPS smartphone application was utilized during the data collection process. This enabled us to create detailed maps that are included in this report. However, it is important to note that despite our efforts to minimize errors, inherent limitations of GPS data collection, coupled with slight discrepancies between GPS data and CAD drawings, may result in approximate tree locations depicted on the map.

To perform this assessment, a site visit was conducted on 6/4/24. During this visit, meticulous observations and high-quality photographs were obtained to provide a comprehensive analysis.

The findings and recommendations presented in this report are based on site plans A0.0 through A4.3, ADU-2.0 through ADU-3.0, and landscape plan L1.0 all dated 8/28/24 received from Moderna Homes. These plans were electronically provided to us via email. By thoroughly analyzing these plans in conjunction with our field observations, we have developed an accurate and reliable assessment of the tree conditions.

METHOD OF INSPECTION

The inspections were conducted from the ground without climbing the trees. No tissue samples or root crown inspections were performed. The trees under consideration were identified based on the provided site plan. To assess the trees, their diameter at 54 inches above ground level (DBH or diameter at breast height) was measured using a D-Tape. Additionally, the protected trees were evaluated for their health, structure, form, and suitability for preservation with the following explanation of the ratings:

Evaluation Fields:

Tree Tag #: Identification number for individual trees.	Protected Tree: Specifies whether the tree is protected by the city or county ordinance.
Height (ft.) / Canopy Spread (ft.): Measures both the height of the tree and the spread of its canopy.	Trunk (in.): Measures the primary trunk's diameter at the required height.
Comments: Any additional notes or observations about the tree.	Tree Picture: A photograph of the tree for visual assessment and record-keeping.
Preserve or Remove: Indicates the recommended action based on the tree's condition.	Common Name / Scientific Name: Specifies the name of the tree, both in common terms and scientific nomenclature.
If more than 1 Trunks, Total Diameter: If the tree has multiple trunks, this field indicates the combined diameter of all trunks.	6, 8, 10 Times the Diameter (ft.): Provides calculations based on the diameter to assist in various tree protection requirements.
Appraised Value: An unbiased estimate of the tree's worth is performed in accordance with the current edition of the Guide for Plant Appraisal by the Council of Tree and Landscape Appraisers.	

*Note that not all fields may be provided for every tree. Some might be left blank due to various reasons, such as lack of accessibility to the tree, incomplete data, or the parameter not being applicable for a particular tree.

Tree Structure Ratings:
Poor: Major uncorrectable structural flaws present; significant dead wood, decay, or multiple trunks; potentially hazardous lean.
Fair: Structural flaws exist but less severe; issues like slight lean and crowding on trunk; some uncorrectable issues through pruning.
Good: Minor flaws; mainly upright trunk, well-spaced branches; flaws correctable through pruning; symmetrical or mostly symmetrical canopy.

Tree Health Ratings:
Poor: Minimal new growth; significant dieback and pest infestation; expected not to reach natural lifespan.
Fair: Moderate new growth; canopy density 60-90%; potential external threats; not in decline but vulnerable.
Good: Vigorous growth; healthy foliage; 90-100% canopy density; expected natural lifespan.










Suitability for Preservation:
Poor: Adds little to landscape; poor health and potential hazards; unlikely to survive construction impacts.
Fair: Contributes to landscape; survival possible with protection during minor construction impacts.
Good: Valuable landscape asset; likely survival during minor to moderate construction impacts with protection.










Tree Form Ratings:
Poor: Highly asymmetric or abnormal form; visually unappealing; little landscape function.
Fair: Significant asymmetries; deviation from species norm; compromised function or aesthetics.
Good: Near ideal form; minor deviations; consistent aesthetics and function in landscape.










*Suitability for Preservation: This rating is based solely on the tree itself, irrespective of potential construction impacts.

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


The trees were assigned a condition rating based on a combination of existing tree health, tree structure, and tree form using the following scale.

Tree Tag #	Protected Tree	Preserve or Remove	Common Name / Scientific Name	Trunk (in.)	Six Times the Diameter in (ft.)	Ten Times the Diameter in (ft.)	Height (ft.) / Canopy Spread (ft.)	Health Rating	Structural Rating	Form Rating	Suitability for Preservation	Overall Condition (0-100%)	Summary	Appraised Value	Tree Picture #1
1	Yes	(R)	Deodar cedar <i>Cedrus deodara</i>	43.6	21.8'	36.3'	65/45	Fair	Fair	Fair	Fair	55	Limbs were reduced in the past where codominant leaders competed with the main central leader, and pruned in the past for utility line clearance on one side of the canopy, the owner has stated past damage to the structure.	\$23,600	
2	No	(R)	Purple leaf plum <i>Prunus cerasifera</i>	13.1	6.5'	10.9'	25/15	Poor	Poor	Poor	Poor	40	Codominant at 5', excessive decay on codominant leader, suppressed.	N/A	
3	Yes	(P)	Magnolia <i>Magnolia grandiflora</i>	26.2	13.1'	21.8'	40/35	Good	Good	Good	Good	70	2' from driveway.	\$13,300	
4	Yes	(P)	Deodar cedar <i>Cedrus deodara</i>	31.4	15.7'	26.1'	65/35	Good	Good	Good	Good	65	Causing damage to driveway.	\$18,600	
5	No	(R)	Italian cypress <i>Cupressus sempervirens</i>	12.2	6.1'	10.1'	40/8	Fair-poor	Poor	Fair	Poor	45	Codominant with poor unions, suppressed, next to driveway, die back.	N/A	
6	Yes	(P)	Italian cypress <i>Cupressus sempervirens</i>	26.7	13.3'	22.7'	40/15	Fair	Poor	Fair	Fair	50	Codominant with poor unions, suppressed, next to driveway, die back.	\$9,300	
7	No	(R)	Lemon <i>Citrus limon</i>	3.6	1.8'	3'	10/8	Fair	Fair	Fair	Fair	60	Suppressed.	N/A	
8	No	(R)	Lemon <i>Citrus limon</i>	5.5	2.7'	4.5'	12/12	Fair	Fair	Fair	Fair	60	Codominant near grade.	N/A	
9	No	(R)	Lemon <i>Citrus limon</i>	6	3'	5'	12/12	Fair	Fair	Fair	Fair	60	Codominant near grade.	N/A	

Tree Tag #	Protected Tree	Preserve or Remove	Common Name / Scientific Name	Trunk (in.)	Six Times the Diameter in (ft.)	Ten Times the Diameter in (ft.)	Height (ft.) / Canopy Spread (ft.)	Health Rating	Structural Rating	Form Rating	Suitability for Preservation	Overall Condition (0-100%)	Summary	Appraised Value	Tree Picture #1
10	No	(R)	Catalina cherry <i>Prunus ilicifolia subsp. lyonii</i>	8	4'	6.6'	20/20	Fair	Fair	Fair	Fair	50	Suppressed, fair screen.	N/A	
11	Yes	(P)	Dawn redwood <i>Metasequoia glyptostroboides</i>	16.8	8.4'	14'	50/30	Good	Fair	Good	Good	65	Over extended limbs.	\$7,100	
12	Yes	(P)	Coast live oak <i>Quercus agrifolia</i>	29.5	14.7'	24.5'	40/45	Good	Fair	Fair	Good	65	Slight lean into site, well maintained through pruning in past.	\$20,500	
13	No	(R)	Apple <i>Malus domestica</i>	4.5	2.2'	3.7'	12/12	Good	Fair	Good	Good	65	Suppressed.	N/A	
14	No	(R)	Pear <i>Pyrus communis</i>	5.8	2.9'	4.8'	12/10	Good	Poor	Fair	Fair	50	Codominant at 3', topped in past.	N/A	
15	No	(R)	Birch <i>Betula pendula</i>	7.6	3.8'	6.3'	35/15	Good	Good	Good	Good	65	Growing in grove.	N/A	
16	No	(R)	Birch <i>Betula pendula</i>	13.2	6.6'	11'	35/15	Good	Good	Good	Good	65	Growing in grove.	N/A	
17	No	(R)	Birch <i>Betula pendula</i>	7	3.5'	5.8'	35/15	Good	Good	Good	Good	65	Growing in grove.	N/A	
18	No	(R)	Birch <i>Betula pendula</i>	5.5	2.7'	4.5'	35/15	Good	Good	Good	Good	65	Growing in grove.	N/A	

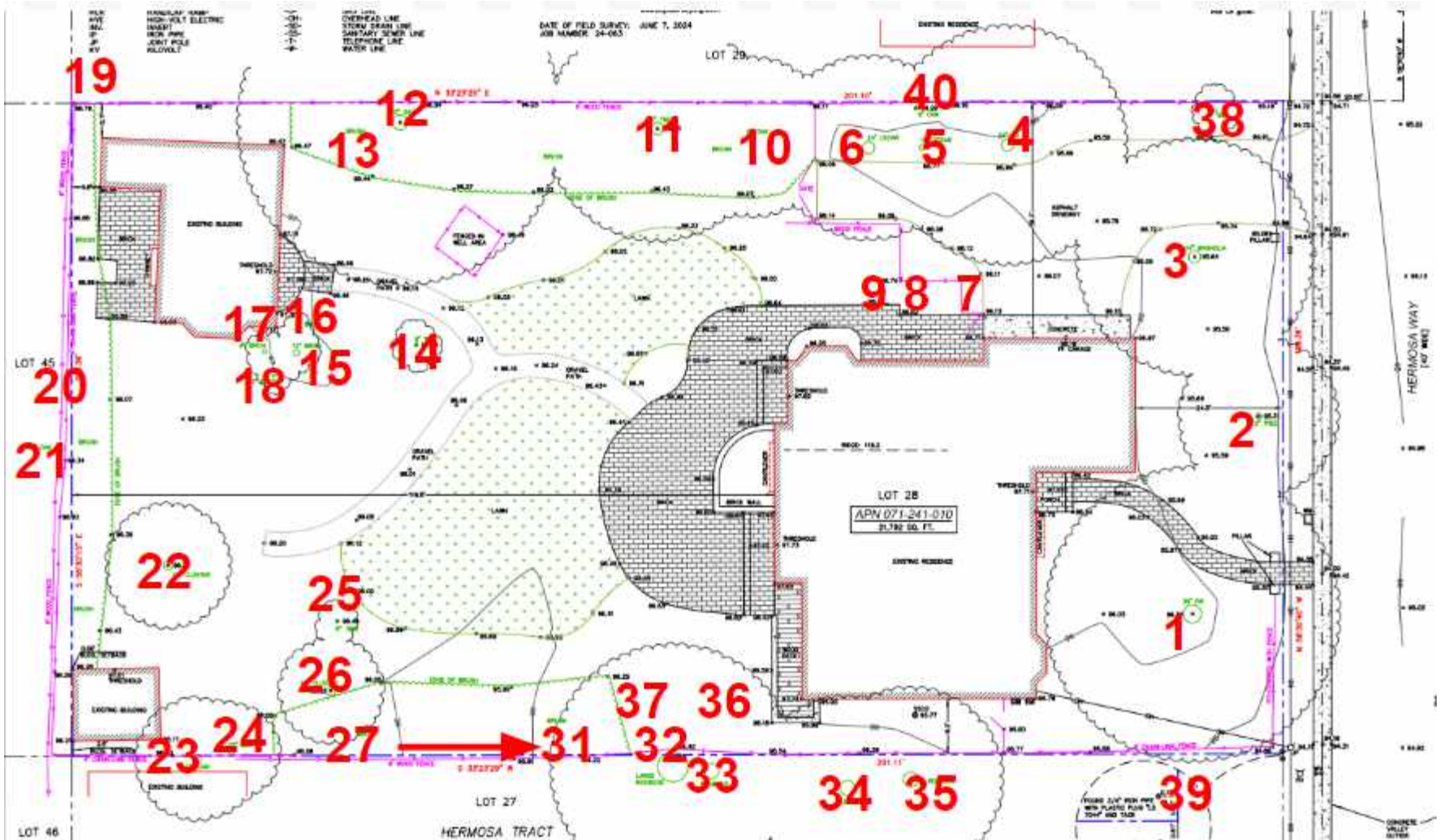
Tree Tag #	Protected Tree	Preserve or Remove	Common Name / Scientific Name	Trunk (in.)	Six Times the Diameter in (ft.)	Ten Times the Diameter in (ft.)	Height (ft.) / Canopy Spread (ft.)	Health Rating	Structural Rating	Form Rating	Suitability for Preservation	Overall Condition (0-100%)	Summary	Appraised Value	Tree Picture #1
19*	Yes	(P)	Redwood <i>Sequoia sempervirens</i>	28	14'	23.3'	110/30	Good	Good	Good	Good	70	Close to existing structure on site, limited visual inspection.	\$15,100	
20*	Yes	(P)	Valley oak <i>Quercus lobata</i>	16	8'	13.3'	45/35	Fair-poor	Fair	Fair	Fair	50	Deadwood in canopy, limited visual inspection.	\$5,200	
21*	Yes	(P)	Valley oak <i>Quercus lobata</i>	18	9'	15'	45/40	Fair-poor	Fair	Fair	Fair	60	On property line, deadwood, limited visual inspection.	\$7,500	
22	Yes	(P)	Plum <i>Prunus americana</i>	16.2	8.1'	13.5'	25/25	Good	Poor	Good	Fair	50	Codominant at 1' with poor union.	\$4,140	
23*	Yes	(P)	Coast live oak <i>Quercus agrifolia</i>	15.2	7.6'	12.6'	30/20	Fair	Fair	Fair	Fair	60	Slight lean, metal chain link fence growing through tree.	\$4,340	
24	Yes	(P)	Coast live oak <i>Quercus agrifolia</i>	10	5'	8.3'	30/15	Fair	Fair	Fair	Fair	60	Slight lean, metal chain link fence growing through tree.	\$2,280	
25	No	(R)	Apple <i>Malus domestica</i>	7.6	3.8'	6.3'	14/15	Fair	Fair	Fair	Fair	70	Crossing limbs.	N/A	
26	No	(R)	Apricot <i>Prunus ameniaca</i>	12.8	6.4'	10.6'	14/16	Fair	Poor	Fair	Fair	50	Codominant at 3' with included bark, swelling on trunk, dead wood.	N/A	
27	No	(R)	Pittosporum <i>Pittosporum eugenioides</i>	10	5'	8.3'	15/15	Fair	Poor	Fair	Fair	50	Codominant, old hedge material, topped.	N/A	

Tree Tag #	Protected Tree	Preserve or Remove	Common Name / Scientific Name	Trunk (in.)	Six Times the Diameter in (ft.)	Ten Times the Diameter in (ft.)	Height (ft.) / Canopy Spread (ft.)	Health Rating	Structural Rating	Form Rating	Suitability for Preservation	Overall Condition (0-100%)	Summary	Appraised Value	Tree Picture #1
28	No	(R)	Pittosporum <i>Pittosporum eugenioides</i>	5	2.5'	4.1'	15/15	Fair	Poor	Fair	Fair	50	Codominant, old hedge material, topped.	N/A	
29	No	(R)	Pittosporum <i>Pittosporum eugenioides</i>	5	2.5'	4.1'	15/15	Fair	Poor	Fair	Fair	50	Codominant, old hedge material, topped.	N/A	
30	No	(R)	Pittosporum <i>Pittosporum eugenioides</i>	8	4'	6.6'	15/15	Fair	Poor	Fair	Fair	50	Codominant, old hedge material, topped.	N/A	
31	No	(R)	Pittosporum <i>Pittosporum eugenioides</i>	12	6'	10'	15/15	Fair	Poor	Fair	Fair	50	Codominant, old hedge material, topped.	N/A	
32*	Yes	(P)	Redwood <i>Sequoia sempervirens</i>	50	26'	41.6'	110/30	Good	Good	Good	Good	70	Growing in row, dense canopy, close to property line.	\$46,600	
33*	Yes	(P)	Redwood <i>Sequoia sempervirens</i>	28	14'	23.3'	100/30	Good	Good	Good	Good	70	Growing in row, dense canopy, close to property line.	\$15,100	
34*	Yes	(P)	Redwood <i>Sequoia sempervirens</i>	26	13'	21.6'	95/25	Good	Good	Good	Good	70	Growing in row, dense canopy, close to property line.	\$13,100	
35*	Yes	(P)	Redwood <i>Sequoia sempervirens</i>	30	15'	25'	100/30	Good	Good	Good	Good	70	Growing in row, dense canopy, close to property line.	\$17,200	
36	No	(R)	Pittosporum <i>Pittosporum eugenioides</i>	7	3.5'	5.8'	15/10	Fair	Poor	Fair	Fair	50	Hedge pruned in past.	N/A	

Tree Tag #	Protected Tree	Preserve or Remove	Common Name / Scientific Name	Trunk (in.)	Six Times the Diameter in (ft.)	Ten Times the Diameter in (ft.)	Height (ft.) / Canopy Spread (ft.)	Health Rating	Structural Rating	Form Rating	Suitability for Preservation	Overall Condition (0-100%)	Summary	Appraised Value	Tree Picture #1
37	No	(R)	Pittosporum <i>Pittosporum eugenioides</i>	8	4'	6.6'	15/10	Fair	Poor	Fair	Fair	50	Hedge pruned in past.	N/A	
38	No	(R)	Plum <i>Prunus americana</i>	6.5	3.2'	5.4'	20/15	Fair	Fair	Good	Fair	60	Close to driveway, suppressed.	N/A	
39*	No	(P)	Pittosporum <i>Pittosporum tobira</i>	6	3'	5'	12/15	Fair	Poor	Fair	Fair	50	Codominant at grade, thinned out in past.	N/A	
40	No	(P)	Coast live oak <i>Quercus agrifolia</i>	8	4'	6.6'	15/8	Fair	Fair	Fair	Fair	50	Suppressed.	N/A	

* - Indicates neighboring tree

TREE MAP



OBSERVATIONS

Species List:

40 trees were surveyed for writing this report. The surveyed species comprise of the following:

- Deodar cedar (*Cedrus deodara*) #1, #4,
- Purple leaf plum (*Prunus cerasifera*) #2
- Magnolia (*Magnolia grandiflora*) #3
- Italian cypress (*Cupressus sempervirens*) #5, #6,
- Lemon (*Citrus limon*) #7-9
- Catalina cherry (*Prunus ilicifolia subsp. lyonii*) #10
- Dawn redwood (*Metasequoia glyptostroboides*) #11
- Coast live oak (*Quercus agrifolia*) #12, #23, #24, #40
- Apple (*Malus domestica*) #13, #25
- Pear (*Pyrus communis*) #14
- Birch (*Betula pendula*) #15-18
- Redwood (*Sequoia sempervirens*) #19, #32, #33, #34, #35
- Valley oak (*Quercus lobata*) #20, #21
- Plum (*Prunus americana*) #22, #38
- Apricot (*Prunus armeniaca*) #26
- Pittosporum (*Pittosporum eugenoides*) #27, #28, #29, #30, #31, #36, #37
- Pittosporum (*Pittosporum tobira*) #39

Tree Removal For Proposed Development:

'heritage' Size Trees: Total =1 (tree #1)

'unprotected' Size Trees: Total = 17 (trees #2, 5, 7-10, 13-18, 25-31, 36-38)

In compliance with the City's Municipal Code, it is imperative to note that any heritage tree designated for retention and protected under these regulations is subject to mandatory replacement if it sustains irreparable damage due to construction activities. The replacement of such a heritage tree is not discretionary; it is a required action. The value of the replacement is determined based on the appraised value of the damaged heritage tree. This policy underscores the importance of rigorous tree protection measures during construction to safeguard these valuable natural assets.

Total Removed Trees	Significant / Protected Trees	Non-Protected Trees
23	1	22

Heritage trees proposed to be removed:

Deodar cedar #1

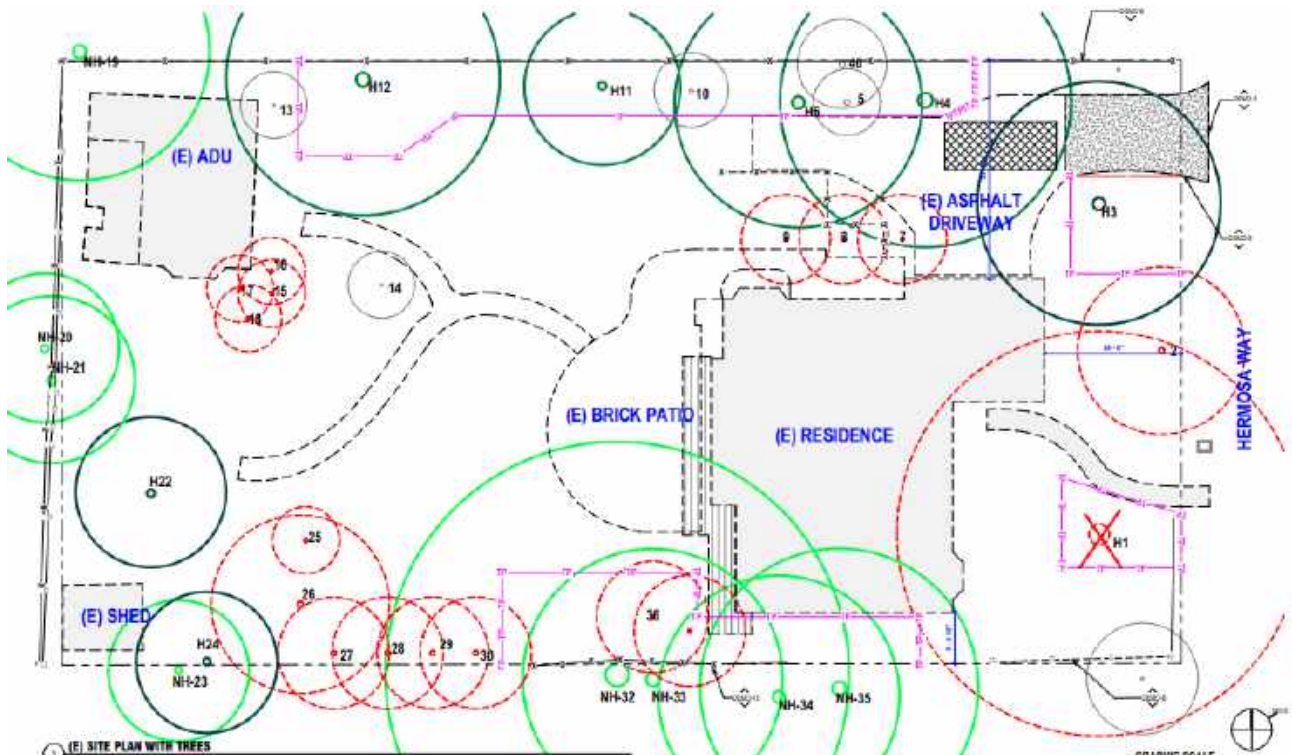
The mature deodar cedar tree, with a diameter of 43.6 inches, qualifies as a Heritage Tree in Menlo Park, CA, and has an appraised value of \$23,600. The tree has a history of past pruning, with limbs reduced due to competition between codominant leaders and utility line clearance on one side of the canopy, resulting in an somewhat imbalanced canopy that is heavier towards the existing home. Additionally, the tree's roots have caused damage to the structure as stated by the home owner.

Given the constraints of the site, the architect has indicated that alternative designs to preserve the tree are unfeasible. The setbacks and locations of other significant trees, such as a Magnolia #3 and a large deodar cedar #4, prevent a front-facing garage. Consequently, a side-facing garage is necessary, which would encroach on the neighbor's Redwood trees or other large trees on the property. The better option to reduce impacts to the remaining trees on site would be to remove the deodar cedar tree and build the garage as shown in the plans. The garage is proposed at 7.5' from the cedar tree and would have a high impact on the health of the tree at this distance. The proposed driveway would also further impact the tree. The ordinance requires consideration of the incremental construction cost of tree preservation alternatives relative to the appraised value of the tree. If the cost exceeds 140% of the tree's value, preservation is presumed financially infeasible. In this case, alternative designs to preserve the tree would significantly increase construction costs due to necessary adjustments for zoning ordinance variances and working around the tree protection zones. These adjustments include modifications to driveway and garage placements.



Preliminary estimates indicate that the incremental costs far exceed 140% of the tree's appraised value, making preservation financially infeasible. The necessity to accommodate other large trees (including neighboring trees) further restricts viable design alternatives, reinforcing the infeasibility of preservation. The architect has provided a site study showing various designs and will be attached to this report. By allowing this tree to be removed, a front facing garage can be designed and a larger construction offset distance from the neighbor's redwood trees can be achieved as the driveway does not need to be within the tree protection zone of the neighboring redwood trees. Therefore, based on the substantial additional construction costs and the constraints imposed by the locations of other significant trees, the removal of the deodar cedar tree is justified. This conclusion aligns with the city ordinance requirements, demonstrating that preservation is not a financially viable option.

Showing cedar tree #1



The circles indicated in the image above show the tree protection zones of all trees on site at 10x diameter. Notice the large amount of buildable area that is taken up by tree #1.

Non-Protected Trees to be Removed:

Trees #2, 5, 7-10, 13-18, 25, 26, and 36-38 are to be removed to facilitate the proposed construction. These trees are either in poor condition or too close to the proposed construction to allow for retention.

Replacement Tree Plan:

Because the proposed tree removal is due to the proposed development (criterion #5) the applicant may use the following in-lieu value of the replacement trees to help design their landscape plans for development-related removals:

One #5 container – \$100

One #15 container – \$200

One 24-inch tree box – \$400

One 36-inch tree box – \$1,200

One 48-inch tree box – \$5,000

One 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.

The appraised value of Deodar cedar tree #1=\$23,600

The applicant is recommended to plant as many replacement trees as feasibly possible without crowding the site. The remaining portion of the planting not met is recommended to be paid with in lieu fees as they property cannot support more trees.

PROJECT PLAN REVIEW

Magnolia tree #3 is located near the existing driveway. The driveway is proposed to be demolished as a part of this project. The existing driveway is recommended to be retained during the construction of the home where the proposed home is not within the existing driveway area. This will act as an additional tree protection measure and will benefit the contractor and the tree. By keeping a large portion of the driveway near the tree, a smaller tree protection zone can be used and will also increase the available area for staging and parking. If the driveway near the tree was to be removed at the start of construction, tree protection fencing would need to be installed out to 21.8' from the tree and would reduce the available parking and staging areas. The existing driveway will protect what roots have grown underneath it during the construction of the home.

When it is time to demolish the driveway, the driveway is required to be demolished by hand under the direct supervision of the project arborist. A small jack hammer can be used to break the material into small hand manageable sized pieces. All driveway material and existing base rock material shall be removed by hand when within 21.8' from the tree (10x diameter). All exposed roots during this process shall be kept moist by covering or wrapping roots in layers of wetted down burlap. This will help to avoid root desiccation. Once the driveway material has been removed, the area shall be backfilled with a good quality top soil and hand tamped as needed. No roots shall be cut when removing and back filling the soil. Impacts are expected to be minor to non-existent for the removal of the driveway near this tree. The tree will benefit from this work as a larger rootable space will be available for the tree.

The proposed home foundation is shown at 16'-3 1/4" (7.5x diameter) away from magnolia tree #3. At this distance impacts are expected to be tolerable for the tree as the tree is in good condition. The entire proposed foundation when within 10x the diameter of the tree (21.8') is recommended/required to be excavated by hand in combination with hand tools such as an air knife, rotary hammer with clay spade attachment, or shovels, while under the direct supervision of the Project Arborist. All roots encountered within the foundation area measuring 1.5" in diameter or larger are recommended to be retained for the Project Arborist to inspect before being cleanly cut. Once inspected and documented, the roots will need to be cleanly cut using a hand saw or loppers. Cut root ends on the tree side are recommended to be covered by 3 layers of wetted-down burlap to help avoid root desiccation. The contractor shall wet down the burlap daily while exposed. The area between the tree and the foundation (tree protection zone) is recommended to be irrigated every other week during the dry season until the top foot of the soil is saturated. The tree is also recommended to be deep water fertilized with Nutriroot pre, during, and post construction. This will act as a mitigation measures for the expected minor impacts. This work will be required to be documented by the city of Menlo Park with a letter sent to the city arborist.

A new pathway is shown within the tree protection zone of magnolia tree #3. The pathway is recommended to be built up on top of grade and only require rough surface grading not to exceed more than 6" into grade when within 10x the diameter of the tree (21.8'). The rough surface grading will need to be done by hand when within 10x the diameter of the tree. The entire pathway construction when within 10x the diameter of the tree will be required to be constructed by hand while under the supervision of the Project Arborist. Any roots encountered within the minor surface grading measuring 1.5" in diameter or larger are recommended to be retained by raising the grade of the pathway to keep the tree roots or packing the required base rock around the tree roots. All exposed roots during this process are recommended to be kept moist by wrapping/covering roots in layers of wetted down burlap to help avoid root desiccation. Impacts from the pathway construction are expected to be minor to non-existent if constructed in this manner. The magnolia tree is recommended to be irrigated every other week during the dry season until the top foot of the soil is saturated. The tree is also recommended to be deep watered with Nutriroot pre, during, and post construction. This will act as a mitigation measures for the expected minor to non-existent impacts. This work will be required to be documented by the city of Menlo Park with a letter sent to the city arborist.

The landscape wall shown at 6' from magnolia tree #3 is recommended to be supported by individual post. No continuous cut shall be used to support the wall as this would cut more roots than necessary and would have higher impacts on the tree. Post locations are required to be excavated by hand. All roots encountered are to be shown to the project arborist before being cleanly cut. If larger roots are encountered, the plan shall maintain flexibility in post locations so that post can be easily moved to avoid larger roots.

Deodar cedar #4 and Italian cypress tree #6 are both located very close to the existing driveway. The existing driveway has likely helped to discourage some root growth towards the buildable area through compaction. The driveway near these trees will be demoished at the start of construction. The driveway is required to be demolished by hand under the direct supervision of the project arborist. A small jack hammer can be used to be break the material into small hand manageable sized pieces. All driveway material and existing base rock material shall be removed by hand when within 10x diameter of both trees. All exposed roots during this process shall be kept moist by covering or wrapping roots in layers of wetted down burlap. This will help to avoid root desiccation. Once the driveway material has been removed, the area shall be backfilled with native or imported soil and hand tampered as needed. No roots shall be cut when removing the driveway and back filling the soil.

The proposed new construction is situated approximately 4'8" from cedar tree #4 and 6'-3 1/8" from cypress #6. Due to the close proximity of these trees to the proposed foundation, either a pier and grade beam system or a thin mat slab foundation may be considered suitable within the root protection zones of these trees. As the project arborist, we will assess both foundation options in conjunction with the structural engineer, as the final foundation type will depend on site-specific soil conditions and engineering requirements that can only be determined once the engineer is engaged. If a pier and grade beam foundation is selected, a shallow grade beam no more than 8" below the existing grade is recommended. Pier locations should be

maximally distanced from the tree trunks and will require hand excavation, aided by an air knife (pneumatic tool) to the initial depth of 3'. All roots encountered during pier installation should be documented by the Project Arborist and cleanly pruned using hand tools (hand saw or loppers). Minor excavation for the grade beam (to a depth of 8" or less) should likewise be conducted by hand under Project Arborist supervision.

If a mat slab foundation is selected, all excavation within the root protection zones must also be performed by hand, with special attention given to preserving major roots, as observed and documented by the Project Arborist. We will carefully review both foundation types as proposed by the engineer to determine which option best protects the trees while meeting engineering needs. The Project Arborist will document any root impacts and mitigation measures in a report to be sent to the City of Menlo Park. Root impacts are expected to be moderate. To mitigate these impacts, deep watering with NutriRoot is recommended for both trees before, during, and after construction.

The Dawn redwood tree (#11) is situated 8'4" from the proposed foundation. Due to the proximity of this tree, either a pier and grade beam system or a thin mat slab foundation may be considered suitable within the tree's root protection zone. As the project arborist, we will review both foundation options as proposed by the engineer and select the one that best supports the tree's preservation alongside the engineering needs. If a pier and grade beam foundation is selected, a shallow grade beam (not exceeding 8" into the existing grade) is recommended within 10 times the tree's diameter. Pier locations will require hand excavation with an air knife (pneumatic tool) for the first 3' of soil removal, with each pier positioned as far from the tree's trunk as possible. Any roots encountered within pier holes will be documented by the Project Arborist and cleanly pruned using hand tools, such as a hand saw or loppers. Minor excavation for the grade beam (to a maximum of 8") will also be conducted by hand under the Project Arborist's supervision, with any necessary root cuts performed by hand and documented.

Should a thin mat slab foundation be selected, all excavation within the root protection zone must also be performed by hand to minimize root disturbance, with special attention to preserving major roots. Root impacts are expected to be moderate, and as a mitigation measure, the tree is recommended to receive deep watering and NutriRoot applications before, during, and after construction. The Project Arborist will document all root impacts and mitigative measures in a report to be submitted to the City of Menlo Park and will follow up with a letter to the city arborist.

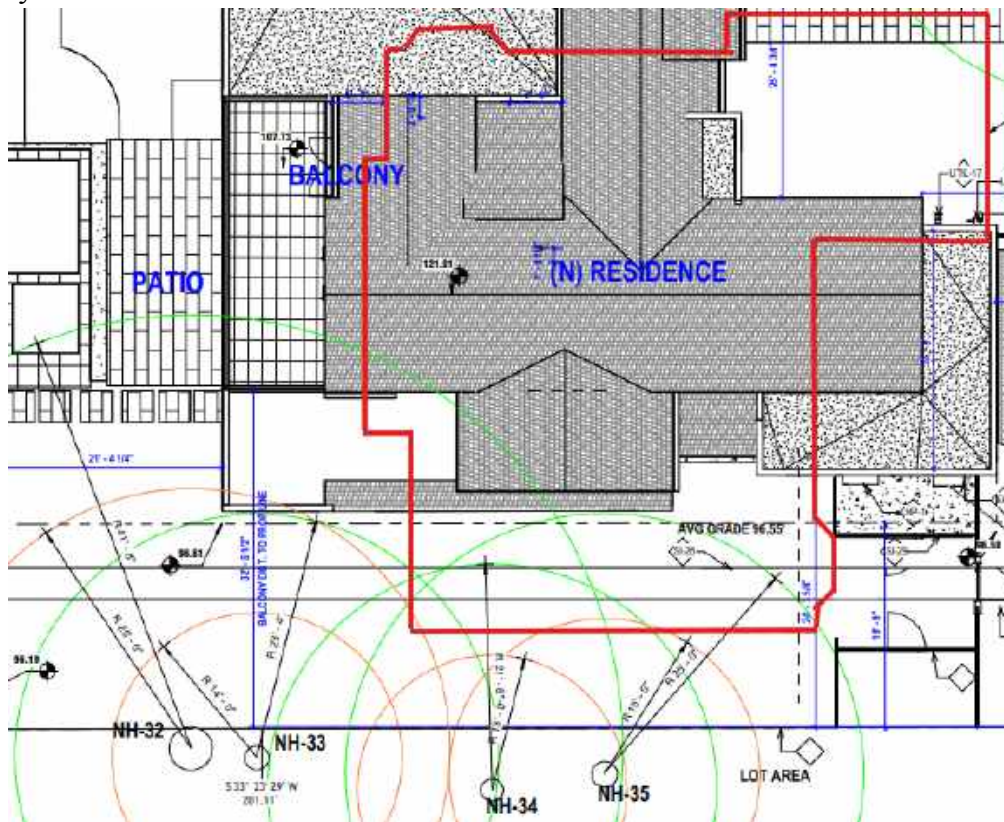
The demolition of the existing structure to take place within the tree protection zones of neighboring redwood tree #19 and valley oak trees #20 and #21 is not expected to have an impact on the trees. The demolition of the structure will increase the rootable area for all 3 trees. It is recommended to perform vertical mulching in the area once covered by the existing structure to mitigate the compaction caused by the structure and to improve root growth in this area.

An ADU is proposed at 3.5' from plum tree #22. Pathway work is also shown at 4' from the tree. The tree is a multi-trunked tree at 1' and was measured below the codominant union at 16.2". The tree has a tree protection zone of 13.5'. The entire proposed foundation when within 10x the diameter of the tree is recommended/required to be excavated by hand in combination with hand tools such as an air knife, rotary hammer with clay spade attachment, or shovels, while under the direct supervision of the Project Arborist. All roots encountered within the foundation area measuring 1.5" in diameter or larger are recommended to be retained for the Project Arborist to inspect before being cleanly cut. Once inspected and documented, the roots will need to be cleanly cut using a hand saw or loppers. Cut root ends on the tree side are recommended to be covered by 3 layers of wetted-down burlap to help avoid root desiccation. The contractor shall wet down the burlap daily while exposed. The area between the tree and the foundation (tree protection zone) is recommended to be irrigated every other week during the dry season until the top foot of the soil is saturated. This will act as a mitigation measure for moderate impacts expected. This work will be required to be documented by the city of Menlo Park with a letter sent to the city arborist.

The pathway when within 10x the diameter of plum tree #22 is recommended to be built up on top of grade and only require rough surface grading not to exceed more than 6" into grade when within 10x the diameter of the tree (13.5'). The rough surface grading will need to be done by hand when within 10x the diameter of the tree. The entire pathway construction when within 10x the diameter of the tree will be required to be constructed by hand while under the supervision of the Project Arborist. Any roots encountered within the minor surface grading measuring 1.5" in diameter or larger are recommended to be retained by raising the grade of the pathway to keep the tree roots or packing the required base rock around the tree roots. All exposed roots during this process are recommended to be kept moist by wrapping/covering roots in layers of wetted-down burlap to help avoid root desiccation. Impacts from the proposed pathway work are expected to be minor. The recommended irrigation will act as mitigation.

The ADU at the back of the property is shown within the tree protection zones of oak trees #23 and #24. The ADU design has been revised to maintain a minimal 6x diameter clearance. The entire proposed foundation when within 10x the diameter of the tree is recommended/required to be excavated by hand in combination with hand tools such as an air knife, rotary hammer with clay spade attachment, or shovels, while under the direct supervision of the Project Arborist. All roots encountered within the foundation area measuring 1.5" in diameter or larger are recommended to be retained for the Project Arborist to inspect before being cleanly cut. Once inspected and documented, the roots will need to be cleanly cut using a hand saw or loppers. Cut root ends on the tree side are recommended to be covered by 3 layers of wetted-down burlap to help avoid root desiccation. The contractor shall wet down the burlap daily while exposed. The area between the tree and the foundation (tree protection zone) is recommended to be irrigated every other week during the dry season until the top foot of the soil is saturated. A soil analysis should be done to test the soil for any deficiencies. These trees are then recommended to be fertilized as seen fit. Nutriroot fertilizer is generally recommended as a soil amendment pre and post construction. This will act as a mitigation measure for the minor impacts. This work will be required to be documented by the city of Menlo Park with a letter sent to the city arborist.

The proposed home setback on the south side of the property is 19'9". This was done to give the neighboring redwood trees #32-35 the largest set back possible from the proposed construction as these are the largest trees surveyed. The existing home is much closer to the trees than the proposed and helps to further give the trees more space. At the proposed home distance impacts are expected to be tolerable for the trees as the trees are in good condition. The entire proposed foundation within 10x the diameter of the trees is recommended/required to be excavated by hand in combination with hand tools such as an air knife, rotary hammer with clay spade attachment, or shovels, while under the direct supervision of the Project Arborist. All roots encountered within the foundation area measuring 1.5" in diameter or larger are recommended to be retained for the Project Arborist to inspect before being cleanly cut. Once inspected and documented, the roots will need to be cleanly cut using a hand saw or loppers. Cut root ends on the tree side are recommended to be covered by 3 layers of wetted-down burlap to help avoid root desiccation. The contractor shall wet down the burlap daily while exposed. The area between the trees and the foundation (tree protection zone) is recommended to be irrigated every other week during the dry season until the top foot of the soil is saturated. The trees are also recommended to be deep water fertilized with Nutriroot pre, during, and post construction. This will act as a mitigation measure for the expected minor impacts. This work shall only be done after a soil analysis test. This work will be required to be documented by the city of Menlo Park with a letter sent to the city arborist.



Red line showing existing house closer to trees than proposed

A pathway and a paver patio area is proposed within 10x the diameter of redwood trees #32-35. The pathway and paver patio area is recommended to be built up on top of grade and only require rough surface grading not to exceed more than 8” into grade when within 10x the diameter of the trees. The rough surface grading will need to be done by hand when within 10x the diameter of the trees. The entire pathway construction and paver patio construction when within 10x the diameter of the trees will be required to be constructed by hand while under the supervision of the Project Arborist. Any roots encountered within the minor surface grading measuring 1.5” in diameter or larger are recommended to be retained by raising the grade of the pathway/patio area to keep the tree roots or packing the required base rock around the tree roots. All exposed roots during this process are recommended to be kept moist by wrapping/covering roots in layers of wetted down burlap to help avoid root desiccation. Impacts from the pathway/patio construction are expected to be minor to non-existent if constructed in this manner. Trees #32-35 are recommended to have a soil analysis done and be deep water fertilized during the growing season as a mitigation measure for the expected minor impacts as seen fit.

To ensure the health and resilience of trees impacted by construction activities, a meticulously planned approach that includes both pre-construction and post-construction care is essential. This comprehensive strategy is designed to mitigate stress, promote root and shoot growth, and ensure long-term tree vitality.

Pre-Construction Care:

In the pre-construction phase, it is critical to prepare the trees for the upcoming stress and disturbances. Implementing a deep watering schedule is foundational, ensuring trees receive adequate moisture deep within their root zones. To enhance soil moisture control and support new root growth, applying NutriRoot (2-2-3) is recommended. It is also recommended to introduce microbial inoculants at this stage which is beneficial for improving soil health and facilitating nutrient uptake. The application of these treatments sets a robust foundation for the trees to withstand construction impacts. A soils test is required to take place before fertilizing.

Post-Construction Care:

Following the completion of construction activities, it's vital to continue supporting the trees' recovery and growth. Maintaining the deep watering schedule will ensure that trees remain adequately hydrated. Post construction soil test shall take place. A post-construction application of NutriRoot may be advised to sustain soil moisture control and support ongoing root health. It is also pertinent to reintroduce microbial inoculants to restore beneficial microbial communities that may have been disrupted during construction. Additional applications of soil amendments like Biochar and HydraHume will continue to enhance soil structure, fertility, and water-holding capacity, supporting the trees' long-term health and resilience. Employing air spading techniques can also be advantageous to aerate the soil and gently introduce these amendments without causing root damage.

By adopting this dual-phase approach, (Pre & Post Construction) leveraging a combination of deep watering, nutritional support, and soil health enhancement, the strategy aims to not only

protect the trees during construction but also promote their recovery and thriving in the post-construction landscape. This holistic care plan underscores a commitment to sustainable tree management, ensuring that the trees remain a valuable and vibrant part of the ecosystem for years to come.

The plan review underscores the importance of implementing appropriate tree protection measures during construction. By adhering to these guidelines, the health and longevity of the urban tree canopy at 801 Hermosa Way is preserved, facilitating a balance between construction progress and environmental stewardship. It is anticipated that with these measures in place, the risks associated with the construction process will be effectively mitigated.

Required Documentation

For compliance with Menlo Park city requirements, it is imperative to submit a tree protection verification letter ahead of the issuance of demolition and construction permits. This documentation, prepared by the project arborist, must include photographic evidence that corroborates the installation of tree protection measures, which must be consistent with both the city's standards and the suggestions provided in the arborist's report. Furthermore, the project arborist is responsible for performing regular construction monitoring and tree protection inspections at intervals of every four weeks. These inspection reports are to be submitted directly to the City Arborist for evaluation and record-keeping.

Development-related Work:

When development-related work necessitates supervision by a Project Arborist, it is essential that the arborist's report includes a comprehensive description of the recommended work plan and any mitigation treatments proposed. This report should detail the specific actions to be undertaken, the methodologies to be employed, and the rationale behind each recommendation, ensuring adherence to ISA guidelines and relevant city codes.

The work plan should encompass all necessary precautions and measures to protect trees within the construction zone, particularly those within 'ten times the diameter' of a tree, where activities are most impactful. This may include, but is not limited to, the use of specific hand tools such as shovels, air knives, and rotary hammers with clay spade attachments, as per the permitted range.

Furthermore, upon completion of the mitigation activities, the Project Arborist is obligated to provide a follow-up letter. This document serves as a formal attestation that all mitigation measures have been executed as per the specifications detailed in the report. This letter is a critical element, confirming that the protective actions and treatments have been applied correctly and effectively, thereby ensuring the integrity and health of the trees involved. It acts as a record of compliance and due diligence in the tree protection process during the construction project.

By adhering to these guidelines and recommendations, the construction plan aligns with sustainable tree management, thereby minimizing adverse impacts on existing arboricultural assets.

TREE PROTECTION PLAN

Detailed Tree Protection Plan

For the aforementioned tree protection plan, this detailed guide has been designed by Kielty Arborists Services LLC. The following section offers an in-depth perspective on the recommended tree preservation guidelines. The aim is to ensure the conservation, vitality, and beauty of trees during construction and developmental endeavors, mitigating any potential detrimental effects. Adherence to these guidelines is essential to uphold both the ecological significance and visual allure of trees within the designated project vicinity. Effective tree protection during construction or development projects requires the use of fencing to demarcate and protect sensitive areas around trees and Posted with signs saying “TREE PROTECTION FENCE – DO NOT MOVE OR REMOVE WITHOUT APPROVAL FROM CITY ARBORIST”. Should you have any questions or require further clarification, please contact Kielty Arborists Services directly.

Definitions And Distances:

TPZ-The Tree Protection Zone (TPZ) refers to a radius spanning from the external surface of the trunk measured at 54 inches above grade. It is possible to find many, but certainly not all, of the tree's roots in this area, which are essential for its biological functioning and structural stability. Any activity occurring in the TPZ or within the confines of the Tree Protective Zone (TPZ) needs to adhere to the work scheme endorsed by the Project Arborist as discussed in the plan review section of this report. Work within the TPZ is required to be done under the supervision of the project arborist. The TPZ is determined by multiplying the diameter of the trunk by ten (10 X DBH / 12).

Tree roots predominantly grow in the top two feet of soil, with a small number of roots occasionally extending deeper. Establish Tree Protection Zones (TPZ) around each preserved tree to safeguard the root system from disturbance. Clearly mark the TPZ with weatherproof signage stating "Tree Protection Zone - Authorized Persons Only" to prevent unauthorized access. Prohibit the storage of equipment, materials, or any other activity that may damage the tree's root system within the TPZ. During construction, regularly inspect and maintain the TPZ to ensure its integrity and effectiveness.

Fencing Specifications:

The tree protection fencing should be established and maintained throughout the entire length of the project. It's essential that no equipment, materials, or debris are stored or cleaned inside these protection zones. The zones should remain free from human activity unless explicitly authorized. The choice of fencing type depends on the tree's location and the nature of the surrounding environment and Posted with signs saying “TREE PROTECTION FENCE – DO NOT MOVE OR REMOVE WITHOUT APPROVAL FROM CITY ARBORIST”

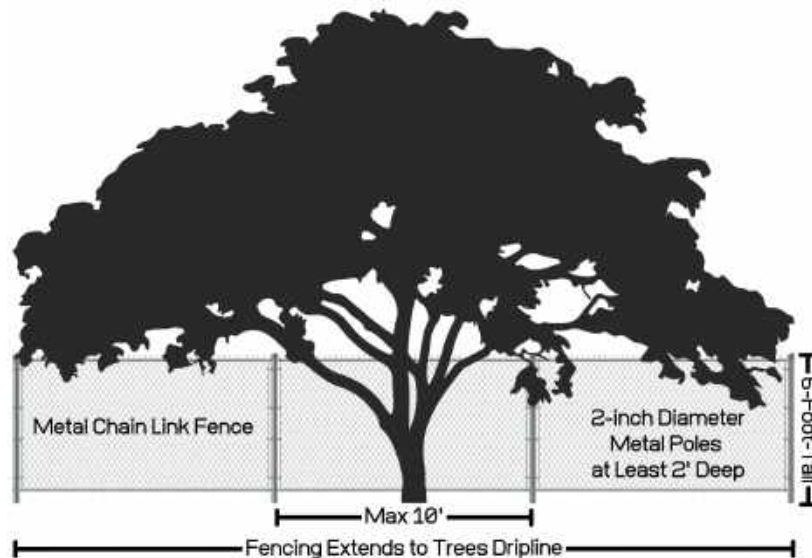
Type I Tree Protection:

Description: This is the most comprehensive form of tree protection fencing. It encompasses the full canopy dripline or Tree Protection Zone (TPZ) of trees designated for preservation.

Application: Typically used in areas where trees are a significant distance away from construction activity or when trees have a large canopy spread.

Specifications:

The fencing shall remain intact throughout the duration of the project or until activities within the TPZ are finalized. Tree protection fencing should be a 6-foot-tall metal chain link type supported by 2-inch thick diameter metal posts pounded into the ground to a depth of no less than 2 feet, ensuring stability even in challenging conditions. Poles should be spaced no more than 10 feet apart from center to center, providing a consistent and strong barrier. For trees near existing hardscapes or structures, tree protection fencing shall be placed as close as possible while still allowing access. Sensitive areas may require a landscape barrier if fencing needs to be reduced for access reasons. The location for tree protection fencing for the protected trees on site should be placed at 10x the tree diameters where possible (TPZ). All other non-protected trees are recommended to be protected by fencing placed at the drip line. No equipment or materials should be stored or cleaned inside protection zones. Signs should be placed on fencing signifying “Tree Protection Zone - Keep Out”. If fencing needs to be reduced for access or any other reasons, the non-protected areas must be protected by a landscape buffer. Apply mulch to the tree protection zones at a depth of 3 inches. Spread the mulch evenly throughout the designated area, ensuring it extends to, but does not touch, the tree trunk. Keep the mulch at least 3 to 4 inches away from the base of the trunk to prevent moisture buildup and potential rot. This will provide the necessary benefits of mulching, such as moisture retention and temperature regulation, while helping to maintain tree health. All tree protection and inspection schedule measures, design recommendations, watering, and construction schedules shall be implemented in full by the owner and contractor. All retained trees are to be protected by type 1 tree protection fencing.

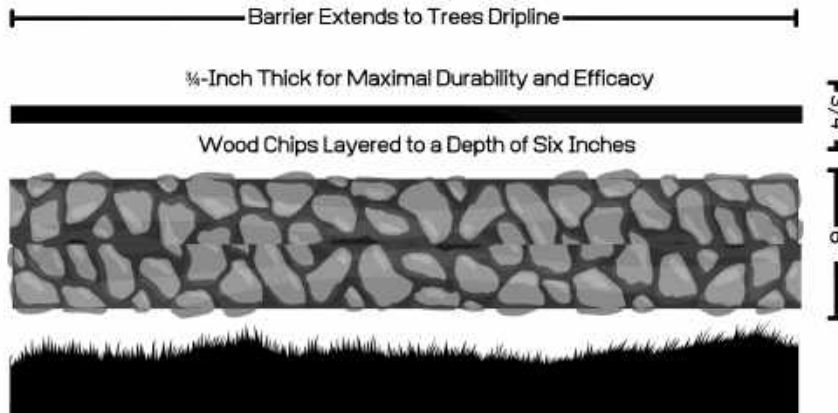


Type I Fencing

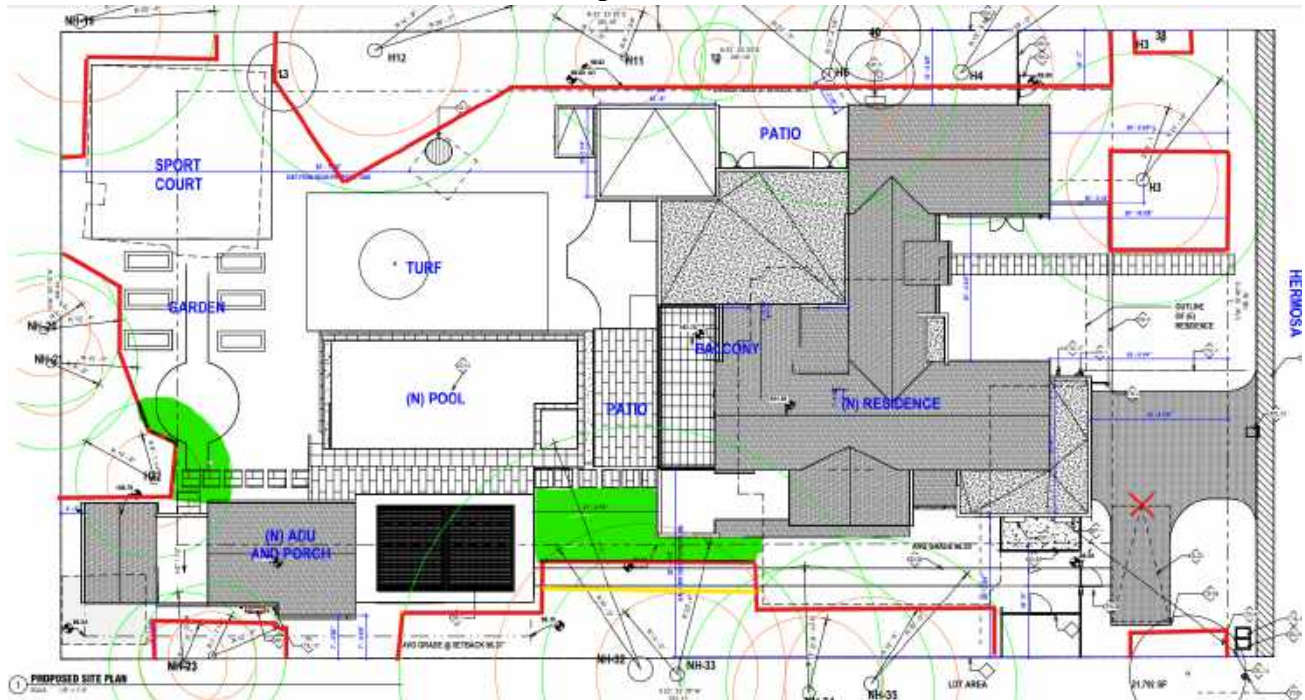
Landscape Barrier Zone

If for any reason a smaller tree protection zone is needed for access, a landscape buffer should be used, composed of wood chips layered to a depth of six inches, complemented by plywood atop the wood chips where tree protection fencing would typically be situated. The plywood should be 3/4-inch thick for maximal durability and efficacy. This landscape buffer plays a crucial role in

mitigating soil compaction within the tree's vulnerable root zone. For optimum stability, it is advisable to securely join the plywood boards, thus preventing any unwanted shifts in the plywood or underlying wood chips. Trees #22, 32 & 33 will require a landscape barrier within their tree protection zones due to access reasons.



Landscape Barrier Zone



TREE PROTECTION MAP

Red lines indicate type 1 tree protection fencing. Green highlighted areas represent landscape barriers for access, yellow line represents the reduction of fencing during pathway work near tree #32 and #33

Staging

All tree protection measures must be in place before the start of construction. An inspection prior to the start of construction is often required by the town. All vehicles must remain on paved surfaces if possible. Existing pavement should remain and should be used for staging. If vehicles are to stray

from paved surfaces, 6 inches of chips shall be spread, and plywood laid over the mulch layer. This type of landscape buffer will help reduce the compaction of desired trees. Parking will not be allowed off the paved surfaces

Root Cutting

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

Trenching/excavation

Trenching or excavation for irrigation, drainage, electrical, foundation, or any other reason shall be done by hand when inside the dripline of a protected tree. Hand digging and the careful placement of pipes below or besides protected roots will significantly reduce root loss, thus reducing trauma to the tree. All trenches shall be backfilled with native materials and compacted to near their original level, as soon as possible. Trenches to be left open for a period of time (24 hours), will require the covering of all exposed roots with burlap and be kept moist. The trenches will also need to be covered with plywood to help protect the exposed roots.

Grading

All existing grades underneath the dripline of a protected tree shall remain as is where possible. Grading within the dripline of a protected tree is required to be done under the supervision of the project arborist.

Irrigation

Non native trees- Irrigating the retained mature trees in the landscape is important to ensure their health and vitality. Proper watering can help the trees continue to thrive. Deep irrigation is recommended to take place every other week during the dry season. During the dry season, trees typically need deep, infrequent watering. Watering every 2 weeks is sufficient for the retained trees on this site. Applying water slowly and consistently until it penetrates at least 12-18 inches into the soil is recommended. Avoid spraying water directly on the trunks, as this can lead to disease and decay. Mulch is recommended to be maintained with mulch added overtime as needed. Mulch helps retain soil moisture, regulates temperature, and prevents weeds, which can compete with the tree for water. The use of soaker hoses or an inline drip emitter system set up in a grid like manner to provide deep irrigation during the dry season is recommended. The irrigation system should be placed on top of grade and require no excavation. This will help to keep the trees healthy.

Native oak trees- Native oak trees are recommended to only be irrigated during the months of May and September or if their root zones are traumatized. Frequent irrigation during dry summer months can significantly raise the risk of oak trees developing oak root fungus disease and is the leading cause of oak tree death and failure in the urban landscape.

Tree Pruning

Tree pruning during construction is not just about aesthetics and safety; it's also about adhering to best practices and standards set by professional bodies like the International Society of Arboriculture

(ISA) and the American National Standards Institute (ANSI A300 Pruning Standards). The ISA sets rigorous standards to ensure trees are cared for sustainably and scientifically. Under these guidelines, and for the well-being of trees during construction, it's imperative to have an expert arborist oversee any pruning. Their knowledge guarantees that only the necessary branches are removed, ensuring both safety and tree health. The guideline to prune no more than 25% of the tree's total foliage is grounded in sound arboricultural practices. This safeguards the tree's photosynthetic capability, reduces undue stress, and preserves the balance between its roots and canopy. Homeowners should be aware of these standards and ensure they are being met, trusting in the expertise of their arborist and keeping open communication about their tree care decisions. This approach not only ensures the tree's compatibility with new construction aesthetics but also its long-term health and vitality.

Roots and Foundations

Recognize that tree roots typically do not grow under houses or buildings due to compacted soil and limited moisture availability during foundation installation. Ensure that foundations are correctly installed to minimize the risk of tree root intrusion. Avoid situations where trees are planted too close to existing or planned structures, as this can result in potential conflicts between roots and foundations. If tree roots are in direct contact with a foundation, consult with a certified arborist to assess the situation and recommend appropriate measures to protect both the tree and the structure.

Traffic Within TPZs

Strictly prohibit driving vehicles or heavy foot traffic on bare soil within the TPZs of protected trees. Such activities can crush roots directly and compact the soil, impeding oxygen and water infiltration. In areas without existing pavement, use temporary anti-compaction materials, such as wood chips covered with plywood, to prevent damage to tree roots (landscape barrier). Temporary pathways or boardwalks can be constructed to facilitate access while minimizing soil compaction within the TPZ.

Chemical and Material Handling

Store chemicals and construction materials away from TPZs to prevent accidental spills or exposure that may harm tree health. Follow proper handling and disposal procedures for chemicals to ensure compliance with environmental regulations. Minimize the use of toxic materials near trees and opt for environmentally friendly alternatives whenever possible.

Monitoring and Inspection

Regularly monitor and inspect the tree protection measures throughout the construction process to ensure their effectiveness and compliance with the Tree Preservation Plan. Assign a qualified individual, such as a project arborist or certified arborist, to conduct periodic inspections and provide recommendations for any necessary adjustments or improvements. Maintain detailed records of inspections, including dates, findings, and any actions taken.

Post-Construction Maintenance

After construction is completed, continue monitoring the health and condition of preserved trees to address any potential issues promptly. Implement post-construction maintenance practices such as watering, mulching, pruning, and fertilization as needed to support the recovery and long-term health of the trees. Regularly assess the trees for signs of stress, disease, or structural instability and take appropriate measures, including consulting with a certified arborist if necessary.

Compliance with Environmental Laws

Ensure full compliance with all applicable local, state, and federal environmental laws, regulations, and permit requirements pertaining to tree protection during construction. Familiarize yourself with specific regulations regarding tree preservation in your jurisdiction and consult with local authorities or arborists for guidance if needed.

Responsibility

Designate a responsible person or team within the project organization to oversee the implementation and enforcement of the Tree Preservation Plan. Clearly communicate the roles and responsibilities of all parties involved in the construction project regarding tree protection.

Emergency Procedures

Develop clear procedures to follow in the event of emergencies that may impact tree preservation, such as severe storms, accidents, or unexpected tree health issues. Ensure that emergency response plans address prompt actions to mitigate potential risks to trees and contact qualified professionals, such as arborists or tree care companies when needed.

Communication and Training

Facilitate effective communication among all project stakeholders, including contractors, subcontractors, architects, engineers, and landscape professionals, regarding the importance of tree preservation and the specific guidelines to follow. Conduct training sessions or workshops to educate personnel.

COUNTY/CITY/TOWN CODE:

Heritage And Protected Trees Code:

As Defined In The City Of Menlo Park Municipal Code:

"13.24.020 Definitions

Section 13.24.080(4)(B) identifies special provisions for an oak tree which is native to California.

The city arborist has determined the following species of oak trees are native to California:

- Coast live oak (Quercus agrifolia)*
- Scrub oak (Quercus berberidifolia)*
- Canyon live oak (Quercus chrysolepis)*
- Blue oak (Quercus douglasii)*
- Leather oak (Quercus dumosa)*
- Englemann oak (Quercus englmannii)*
- Oregon white oak (Quercus garryana)*
- Black oak (Quercus kelloggii)*
- Valley oak (Quercus lobata)*
- Shreve oak (Quercus parvula var. shrevei)*
- Oracle oak (Quercus x morehus)*
- Island oak (Quercus tomentella)*
- Interior live oak (Quercus wislizenii)*

Multi-trunk trees, where the trunk splits at 4.5 feet above the ground or less, are measured below the main union. 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 – independent of the other stem diameters.

As of July 1, 2020, the City Council has not designated any trees under Menlo Park Municipal Code Section 13.24.020(4)(C).

(5) “Heritage tree” shall mean:

(A) All trees other than oaks which have a trunk with a circumference of 47.1 inches (diameter of fifteen (15) inches) or more, measured fifty-four (54) inches above natural grade.

(B) An oak tree (Quercus) which is native to California and has a trunk with a circumference of 31.4 inches (diameter of ten (10) inches) or more, measured at fifty-four (54) inches above natural grade.

(C) A tree or group of trees of historical significance, special character or community benefit, specifically designated by resolution of the city council.

For purposes of subsections (5)(A) and (B) of this section, trees with more than one (1) trunk shall be measured at the diameter below the main union of all multi-trunk trees unless the union occurs below grade, in which case each stem shall be measured as a stand-alone tree. A multi-trunk tree under twelve (12) feet in height shall not be considered a heritage tree. (Ord. 1060 § 2 (part), 2019).”

Removed Trees Replacement Code:

As Defined In The City Of Menlo Park Municipal Code:

”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 be reviewed under (a) the current ordinance or (b) the updated ordinance. The review process includes, but not limited to be, the decision making criteria, replacement tree requirements and the appeal process. These applicants must make a determination through an email to Joanna Chen (jpchen@menlopark.org) by July 1, 2020, otherwise the application will be processed under the new ordinance. If an applicant submitted a non-development 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. You will need to create an account (username and password). The City will continue to allow paper submittals 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. Paper permit applications with the payment may be mailed to the Building Division (701 Laurel St., Menlo Park, CA 94025). 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.

Trees with moderate, high or extreme risk are required to have been evaluated by City-approved consulting arborists.

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 arborists. This may require an advanced level 3 assessment such as an aerial inspection, sounding with mallet, pull test, tomographic or resistograph (or equivalent) testing.

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 Appraisal, 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.

Bailey acacia (Acacia baileyana)

Black locust (Robinia pseudoacacia)

Blackwood acacia (Acacia melanoxylon)

California fan palm ((Washingtonia filifera)

Glossy privet (Ligustrum lucidum)

Mexican fan palm (Washingtonia robusta)

Myoporum (Myoporum laetum)

Purple leaf plum (Prunus cerasifera 'Atropurpurea')

Red ironbark eucalyptus (Eucalyptus sideroxylon)

Tree of heaven (Ailanthus altissima)

5. Development:

The following documentation may be required to support criterion 5:

Schematic diagrams that demonstrate the feasibility/livability of alternative design(s) that preserve the tree, including utilizing zoning ordinance variances that would preserve the tree;

Documentation on the additional incremental construction cost attributable to an alternative that preserves the tree (i.e. construction cost of alternative design minus cost of original design) in relation to the appraised value of tree(s) and based on the most recent addition to the Guide for Plant Appraisal.

The following guidance will be used to determine feasibility:

If the incremental cost of the tree preservation alternative is more than 140% of the appraised value of the tree, the cost will be presumed to be financially infeasible.

If the incremental cost of the tree preservation alternative is less than 110% of the appraised value of the tree, the cost will be presumed to be financially feasible.

If the incremental cost of the tree preservation alternative is between 110% and 140% of the appraised value of the tree, public works director or their designee will consider a range of factors, including the value of the improvements, the value of the tree, the location of the tree, the viability of replacement mitigation and other site conditions.

In calculating the incremental cost of the tree preservation alternative, only construction costs will be evaluated. No design fees or other soft costs will be considered.

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

Are there other energy efficiency measures that owner could employ to replace or reduce the need for the proposed solar array (energy efficiency analysis should be prepared by a certified energy auditor).

6. Utility inference (Criterion 6):

The following documentation may be required to support criterion 6:

Schematic diagrams that demonstrate the feasibility/livability of alternative design(s) that preserve the tree, including utilizing zoning ordinance variances that would preserve the tree;

Documentation on the additional incremental construction cost attributable to an alternative that preserves the tree (i.e. construction cost of alternative design minus cost of original design) in relation to the appraised value of tree(s) and based on the most recent addition to the Guide for Plant Appraisal.

According to Section 13.24.050(b) noticing 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. Please make sure to check the City webpage to determine if the front building counter is accepting walk in services.

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.

4. Send at least two (2) pictures of each tree to the City staff at jpchen@menlopark.org on Day 1, 5, 10, and 15 of notice issuance to ensure the notice is visible to the public during the appeal period until the permit issuance and tree removal.

- Picture #1: Overview of the heritage tree with the notice visible in relation to the property address. Picture must include the main building in the background."

Replacement Tree Code:

As Defined In The City Of Menlo Park Municipal Code:

13.24.090 Heritage tree replacements

Under Section 13.24.090 (1), an approved replacement tree list is not provided as site conditions are unknown and will vary from each property. A specified list also limits species diversity. However, below are some examples of replacement tree species that meet the criteria listed above. It is recommended that assistance of a certified arborist be sought prior to selecting a tree and planting location. The replacement tree species are not limited to the following trees if the above criteria are met:

Deciduous tree (lose their leaves in winter)

Accolade elm (Ulmus 'Morton')

Black oak (Quercus kelloggii)

Black walnut (Juglans hindsii)

Blue oak (Quercus douglasii)

California sycamore (Platanus racemose)

Chinese flame (Koelreuteria bipinnata)

Chinese pistache (Pistacia chinensis)

Chinese tallow (Triadica sebiferum)

Engelmann oak (Quercus engelmannii)

Forest green oak/Hungarian oak (Quercus frainetto 'Forest Green')

Frontier elm (Ulmus carpinifolia x parvifolia 'Frontier')

Japanese pagoda (Styphnolobium japonicum)

Kentucky coffee (Gymnocladus dioicus 'Espresso', 'Prairie Titan')

Pecan (Carya illinoensis)

Rotundiloba sweetgum (Liquidambar styraciflua 'Rotundiloba')

Shademaster locust (Gleditsia triancanthos var. inermis 'Shademaster')

Silver linden (Tilia tomentosa)

Texas red oak (Quercus buckleyi)

Valley oak (Quercus lobata)

Western catalpa (Catalpa speciosa)

Evergreen trees (retain their leaves in the winter)

African fern pine (Afrocarpus gracilior)

Arizona cypress (Hesperocyparis arizonica)

Atlas cedar (Cedrus atlantica)

Avocado tree (Persea Americana)
Brisbane box (Lophostemon confertus)
Cajeput tree (Melaluca quinquenervia)
California bay laurel (Umbellularia californica)
Camphor tree (Cinnamomum camphora)
Canary island pine (Pinus canariensis)
Carob tree (Ceratonia siliqua)
Catalina ironwood (Lyonothamnus floribundus)
Coast live oak (Quercus agrifolia)
Cork oak (Quercus suber)
Deodar cedar (Cedrus deodara)
Incense cedar (Calocedrus decurrens)
Island oak (Quercus tomentella)
Lemon-scented gum (Corymbia citriodora)
Peruvian pepper (Schinus molle)
Red flowering gum (Corymbia ficifolia)
Saratoga laurel (Laurus nobilis 'Saratoga')
Silk oak (Grevillea robusta)
Silver leaf oak (Quercus hypoleucoides)
Spotted gum (Corymbia maculata)
Torrey pine (Pinus torreyana)

In reference to Section 13.24.090(2), applicants may use the following monetary value of the replacement trees to help design their landscape plans for development-related removals:

One (1) #5 container – \$100
One (1) #15 container – \$200
One (1) 24-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 13.24.090 (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) #5 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 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 fulfil 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.

Maintenance Plan

For the sustained health and longevity of trees preserved in your project, a tailored yet adaptable maintenance plan is crucial. This plan encompasses regular arborist inspections to monitor tree health, tailored watering schedules responsive to climatic variations, and diligent soil management, including mulching and aeration, to ensure optimal root health. Pruning, conducted in line with ISA standards, will be strategically scheduled to maintain structural integrity and aesthetic appeal. A proactive approach to disease and pest management will be adopted, employing environmentally sensitive treatments as necessary. Importantly, ongoing protection measures will safeguard the trees from potential mechanical damage. Fertilization regimes will be based on specific soil and tree needs, avoiding excesses. Comprehensive record-keeping will track all maintenance activities, providing a clear history of care. This plan, while general in its framework, is customized to address the unique needs of the trees and the specific environmental conditions of your project site, ensuring a balanced approach to tree preservation and care in the context of ongoing urban development.

To ensure high-quality tree work, including removal, pruning, and planting, the following standards and qualifications will be adhered to:

- **Industry Standards:** All tree work will be performed in accordance with industry standards established by the International Society of Arboriculture (ISA). These standards encompass best practices and guidelines for tree care and maintenance.
- **Contractor Licensing and Insurance:** The contractor undertaking the tree work must possess a valid State of California Contractors License for Tree Service (C61-D49) or Landscaping (C-27). Additionally, they must have comprehensive general liability, worker's compensation, and commercial auto/equipment insurance coverage.
- **Workmanship Standards:** Contractors must adhere to the current Best Management Practices of the International Society of Arboriculture (ISA) and the American National Standards Institute (ANSI). These standards, including ANSI A300 and Z133.1, outline guidelines for tree pruning, fertilization, and safety. Compliance with these standards ensures the use of proper techniques and practices throughout the tree work process.

By adhering to these established standards and qualifications, we can ensure the provision of professional and safe tree services that meet the industry's best practices and promote the health and longevity of the trees.

SCHEDULE OF INSPECTIONS

At the conclusion of the construction project, a final inspection by the City Arborist is a mandatory requirement. This inspection must occur before the removal of tree protection fencing. The purpose of this inspection is to ensure that all tree protection measures have been properly adhered to throughout the project and to assess the overall health and condition of any trees within or adjacent to the construction site.

During this final inspection, the City Arborist will evaluate the effectiveness of the tree protection strategies implemented and check for any potential damage to the trees. The Arborist will also verify that any trees damaged beyond repair during the construction process have been or will be replaced, in accordance with the City's Municipal Code. This replacement should ideally be done at the time of the final inspection, to ensure compliance with the required standards for tree replacement.

The planting of replacement trees should follow the guidelines set forth in the initial project arborist's report or as per the City's specific requirements. This includes selecting appropriate species, ensuring proper planting techniques, and establishing a care and maintenance plan to ensure the health and growth of the new trees.

This final inspection is a crucial step to close out the project, ensuring that all measures for tree protection and replacement have been adequately fulfilled, and to document compliance with the city codes and regulations regarding tree preservation during construction.

Kielty Arborists Services LLC:

We will conduct the following inspections as needed for the project:

- **Pre-Equipment Mobilization, Delivery of Materials, Tree Removal, and Site Work:** Our project arborist will meet with the general contractor and owners to review tree protection measures. We will identify and mark tree-protection zone fencing, specify equipment access routes and storage areas, and assess the existing conditions of trees to determine any additional necessary protection measures.
- **Inspection after Installation of Tree-Protection Fencing:** Upon completion of tree-protection fencing installation, our project arborist will inspect the site to ensure that all protection measures are correctly implemented. We will also review any contractor requests for access within the tree protection zones and assess any changes in tree health since the previous inspection.
- **Inspection during Soil Excavation or Work Potentially Affecting Protected Trees:** During any work within non-intrusion zones of protected trees, our project arborist will inspect the site and document the implemented recommendations. We will assess any changes in tree health since the previous inspection to monitor the well-being of the trees.
- **Final Site Inspection:** Prior to project completion, our project arborist will conduct a final site inspection to evaluate tree health and provide necessary recommendations to promote their longevity. A comprehensive letter report summarizing our findings and conclusions will be provided to the City of Menlo Park.

Our inspections aim to ensure proper tree protection, health, and adherence to project requirements.

ASSUMPTIONS AND LIMITING CONDITIONS

- **Legal Descriptions and Titles:** The consultant/arborist assumes the accuracy of any legal description and titles provided. No responsibility is assumed for any legal due diligence. The consultant/arborist shall not be held liable for any discrepancies or issues arising from incorrect legal descriptions or faulty titles.
- **Compliance with Laws and Regulations:** The property is assumed to be in compliance with all applicable codes, ordinances, statutes, or other government regulations. The consultant/arborist is not responsible for identifying or rectifying any non-compliance.
- **Reliability of Information:** Though diligent efforts have been made to obtain and verify information, the consultant/arborist is not responsible for inaccuracies or incomplete data provided by external sources. The client accepts full responsibility for any decisions or actions taken based on this data.
- **Testimony or Court Attendance:** The consultant/arborist has no obligation to provide testimony or attend court regarding this report unless mutually agreed upon through separate written agreements, which may incur additional fees.
- **Report Integrity:** Unauthorized alteration, loss, or reproduction of this report renders it invalid. The consultant/arborist shall not be liable for any interpretations or conclusions made from altered reports.
- **Restricted Publication and Use:** This report is exclusively for the use of the original client. Any other use or dissemination, without prior written consent from the consultant/arborist, is strictly prohibited.
- **Non-disclosure to Public Media:** The client is prohibited from using any content of this report, including the consultant/arborist's identity, in any public communication without prior written consent.
- **Opinion-based Report:** The report represents the independent, professional judgment of the consultant/arborist. The fee is not contingent upon any predetermined outcomes, values, or events.
- **Visual Aids Limitation:** Visual aids are for illustrative purposes and should not be considered precise representations. They are not substitutes for formal engineering, architectural, or survey reports.
- **Inspection Limitations:** The consultant/arborist's inspection is limited to visible and accessible components. Non-invasive methods are used. There is no warranty or guarantee that problems will not develop in the future.

ARBORIST DISCLOSURE STATEMENT

Arborists specialize in the assessment and care of trees using their education, knowledge, training, and experience.

- **Limitations of Tree Assessment:** Arborists cannot guarantee the detection of all conditions that could compromise a tree's structure or health. The consultant/arborist makes no

warranties regarding the future condition of trees and shall not be liable for any incidents or damages resulting from tree failures.

- **Remedial Treatments Uncertainty:** Remedial treatments for trees have variable outcomes and cannot be guaranteed.
- **Considerations Beyond Scope:** The consultant/arborist's services are confined to tree assessment and care. The client assumes responsibility for matters involving property boundaries, ownership, disputes, and other non-arboricultural considerations.
- **Inherent Risks:** Living near trees inherently involves risks. The consultant/arborist is not responsible for any incidents or damages arising from such risks.
- **Client's Responsibility:** The client is responsible for considering the information and recommendations provided by the consultant/arborist and for any decisions made or actions taken.

The client acknowledges and accepts these Assumptions and Limiting Conditions and Arborist Disclosure Statement, recognizing that reliance upon this report is at their own risk. The consultant/arborist disclaims all warranties, express or implied.

CERTIFICATION

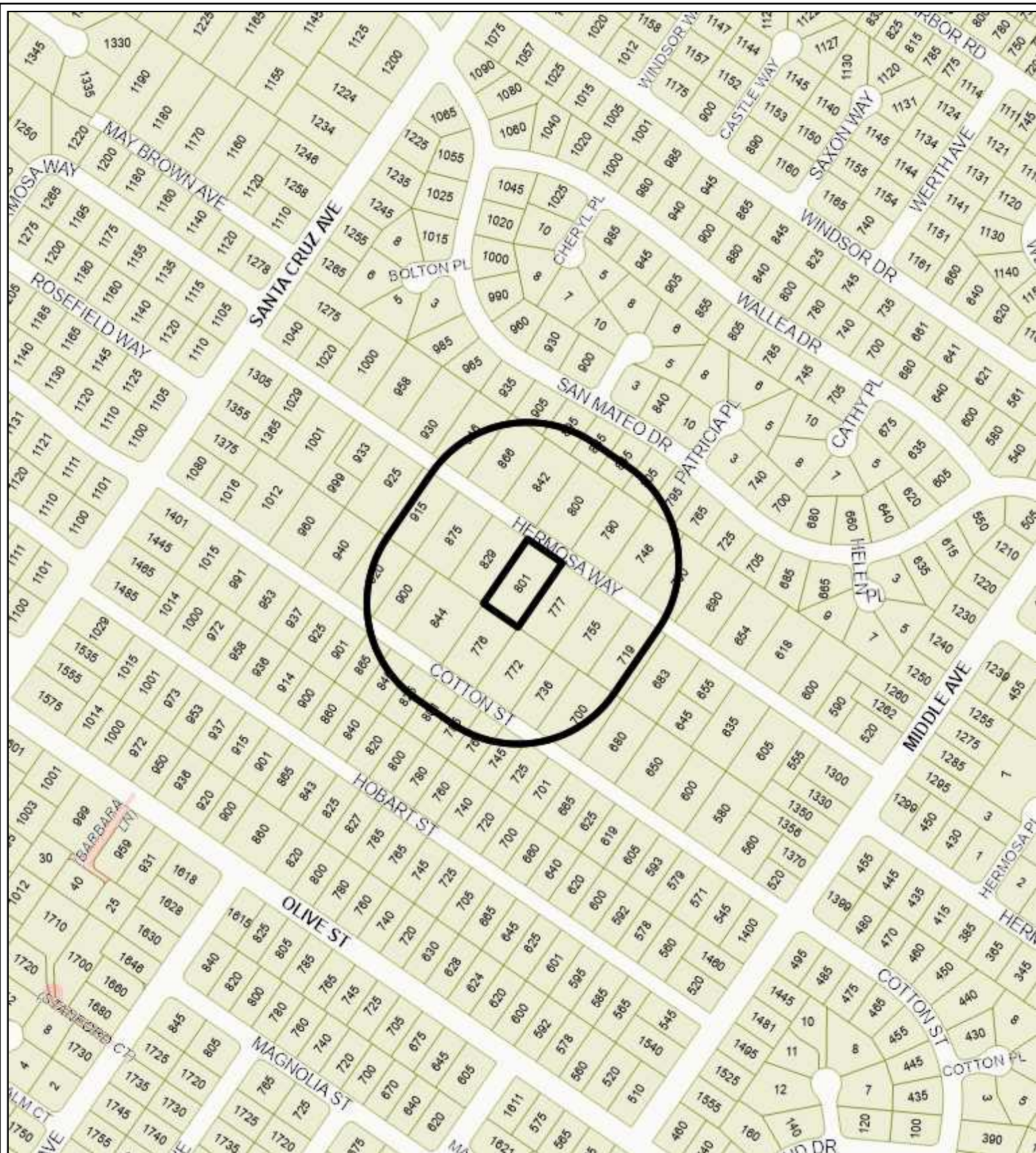
I hereby certify that all the statements of fact in this report are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

David Beckham

David Beckham - October 29, 2024

Signature of Consultant





City of Menlo Park
 Location Map
 801 Hermosa



Scale: 1:4,000

Drawn By: CDH

Checked By: CDS

Date: 11/18/2024

Sheet: 1

801 Hermosa Way – Attachment C: Data Table

	PROPOSED PROJECT		EXISTING PROJECT		ZONING ORDINANCE	
Lot area	21,792	sf	21,792	sf	20,000	sf min
Lot width	108.3	ft	108.3	ft	110	ft min
Lot depth	201.1	ft	201.1	ft	130	ft min
Setbacks						
Front	23.7	ft	24.5	ft	20	ft min
Rear	102.9	ft	116.6	ft	20	ft min
Side (left)	19.8	ft	9.2	ft	30 feet total with a min of 10' on any one side	
Side (right)	13	ft	39.3	ft		
Building coverage	5,789.8	sf	3,446	sf	6,537	sf max
	26.5	%	15.8	%	30	% max
FAL (Floor Area Limit)	7,290*	sf	3,520	sf	6,498	sf max
Square footage by floor	3,489	sf/1 st	2,195	sf/1 st		
	2,424	sf/2 nd	764	sf/2 nd		
	577.5	sf/garage	561	garage		
	410.5	sf/covered porch	560	basement		
	451	acc. Trellis	690	acc. building		
	62	pool enclosure				
	799.8	ADU				
Square footage of buildings	8,213.8	sf	4,770	sf		
Building height	25.4	ft	22	ft	30	ft max
Parking	2 covered spaces and 1 uncovered space***		3 covered spaces		1 covered and 1 uncovered space	
Note: Areas shown highlighted indicate a nonconforming or substandard situation						
Trees	Heritage trees	16**	Non-Heritage trees	24	New trees	10
	Heritage trees proposed for removal	1	Non-Heritage trees proposed for removal	16	Total Number of trees	34

*The applicant is permitted to exceed the permitted FAL by up to 800 square feet in order to construct an ADU.

**Indicates eight heritage trees are off-site

***An additional uncovered space is required for the ADU.

Attachment D – Tree table – 801 Hermosa Way

Table 1: Tree summary and disposition				
Tree number	Species	Size (DBH, in inches)	Disposition	Notes
1	Deodar cedar	43.6	Remove - Construction	Heritage
2	Purple leaf plum	13.1	Remove - Health	Non-heritage
3	Magnolia	26.2	Preserve	Heritage
4	Deodar cedar	31.4	Preserve	Heritage
5	Italian cypress	12.2	Remove	Non-heritage
6	Italian cypress	26.7	Preserve	Heritage
7	Lemon	3.6	Remove - Construction	Non-heritage
8	Lemon	5.5	Remove - Construction	Non-heritage
9	Lemon	6	Remove - Construction	Non-heritage
10	Catalina cherry	8	Remove - Construction	Non-heritage
11	Dawn redwood	16.8	Preserve	Heritage
12	Coast live oak	29.5	Preserve	Heritage
13	Apple	4.5	Remove - Construction	Non-heritage
14	Pear	5.8	Remove - Construction	Non-heritage
15	Birch	7.6	Remove - Construction	Non-heritage
16	Birch	13.2	Remove - Construction	Non-heritage
17	Birch	7	Remove - Construction	Non-heritage
18	Birch	5.5	Remove - Construction	Non-heritage
19*	Redwood	28	Preserve	Heritage
20*	Valley oak	16	Preserve	Heritage
21*	Valley oak	18	Preserve	Heritage
22	Plum	16.2	Preserve	Heritage
23*	Coast live oak	15.2	Preserve	Heritage
24	Coast live oak	10	Preserve	Heritage
25	Apple	7.6	Remove - Construction	Non-heritage

Attachment D – Tree table – 801 Hermosa Way

26	Apricot	12.8	Remove - Construction	Non-heritage
27	Pittosporum	10	Remove - Construction	Non-heritage
28	Pittosporum	5	Remove - Construction	Non-heritage
29	Pittosporum	5	Remove - Construction	Non-heritage
30	Pittosporum	8	Remove - Construction	Non-heritage
31	Pittosporum	12	Remove - Construction	Non-heritage
32*	Redwood	50	Preserve	Heritage
33*	Redwood	28	Preserve	Heritage
34*	Redwood	26	Preserve	Heritage
35*	Redwood	30	Preserve	Heritage
36	Pittosporum	7	Remove - Construction	Non-heritage
37	Pittosporum	8	Remove - Construction	Non-heritage
38	Plum	6.5	Remove - Construction	Non-heritage
39*	Pittosporum	6	Preserve	Non-heritage
40	Coast live oak	8	Preserve	Heritage

*indicates off-site tree

PROPOSED PROJECT

The proposed project located at 801 Hermosa Way will demolish existing 2-story residence, ADU, and shed, and all hardscape and construct a new 2-story residence, detached ADU, new pool and new driveway and all associated site elements. The removal of 1 heritage tree is necessary to accommodate the improvements. Please see below for discussion of the alternate plans illustrating the necessity to remove one of the large heritage trees in the front yard to protect other heritage trees since the trees make-up a large portion of buildable area, required utility trenching and driveway access.

The existing site (See attached sheet SA-1 and Figure 1) has 31 trees of which 8 are protected. There are 9 trees on neighboring properties of which 8 are protected. Most of the trees are directly along the property line and predominantly outside of buildable footprint. There are 2 heritage trees in front yard located such that the design alternatives risk long-term health of one of the trees. The goal was to keep all heritage trees with the priority to keep the health of the redwood trees on the neighboring property and the analysis shows that removing H1, a large deodar cedar, that has been trimmed by PGE, has dropped large limbs, and stressed existing structure allows for proposed development, maintaining health of neighboring property trees, and all other heritage trees on the subject property.

The existing home and improvements is within the 10x zone of trees H1,H3,H4,H5, NH-19, NH-23, H24, NH-32,NH-33,NH-34, and NH-35 or 11 of the 16 protected trees. The goal is to reduce additional impact to as few heritage trees as possible and preserve, and limit hardscape over the redwood trees on neighboring property to the west and the current/visible damage to existing hardscape from trees on the eastern side.

Please refer to the arborist report, accompanying sheets SA1-5 and the draft planning submittal for more detail.

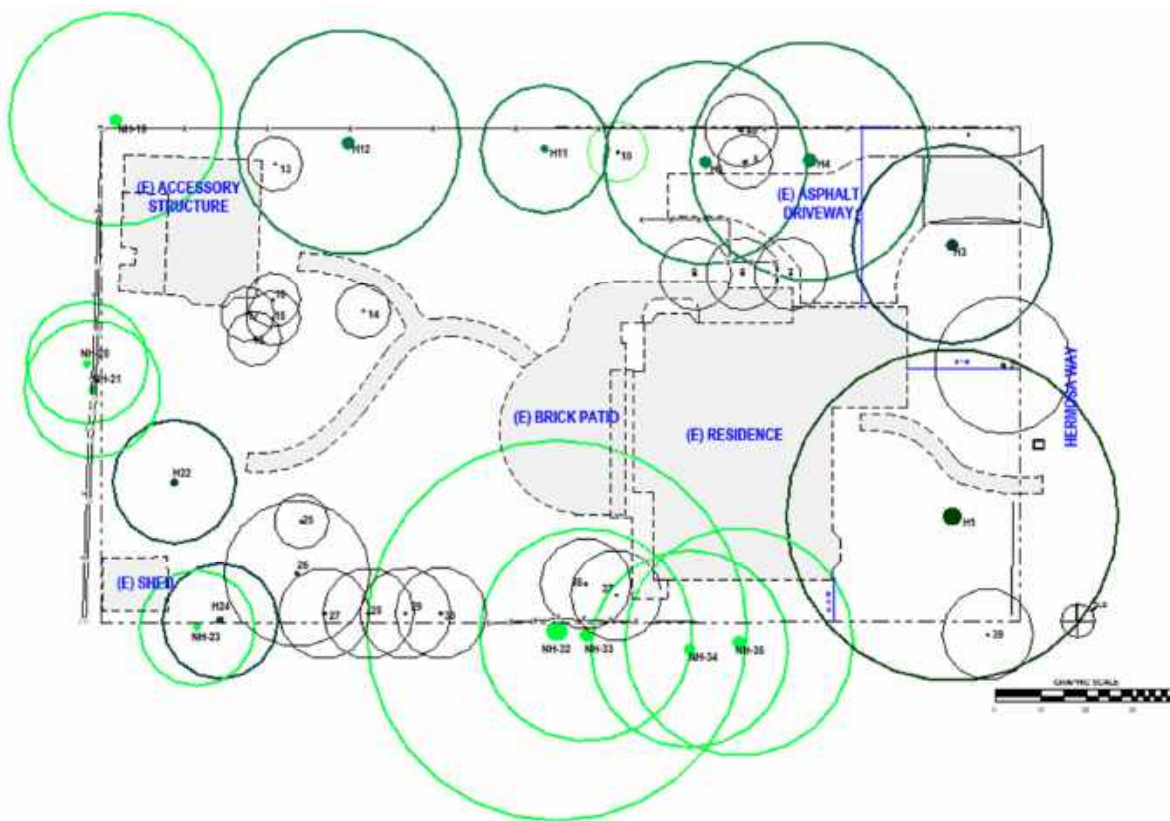
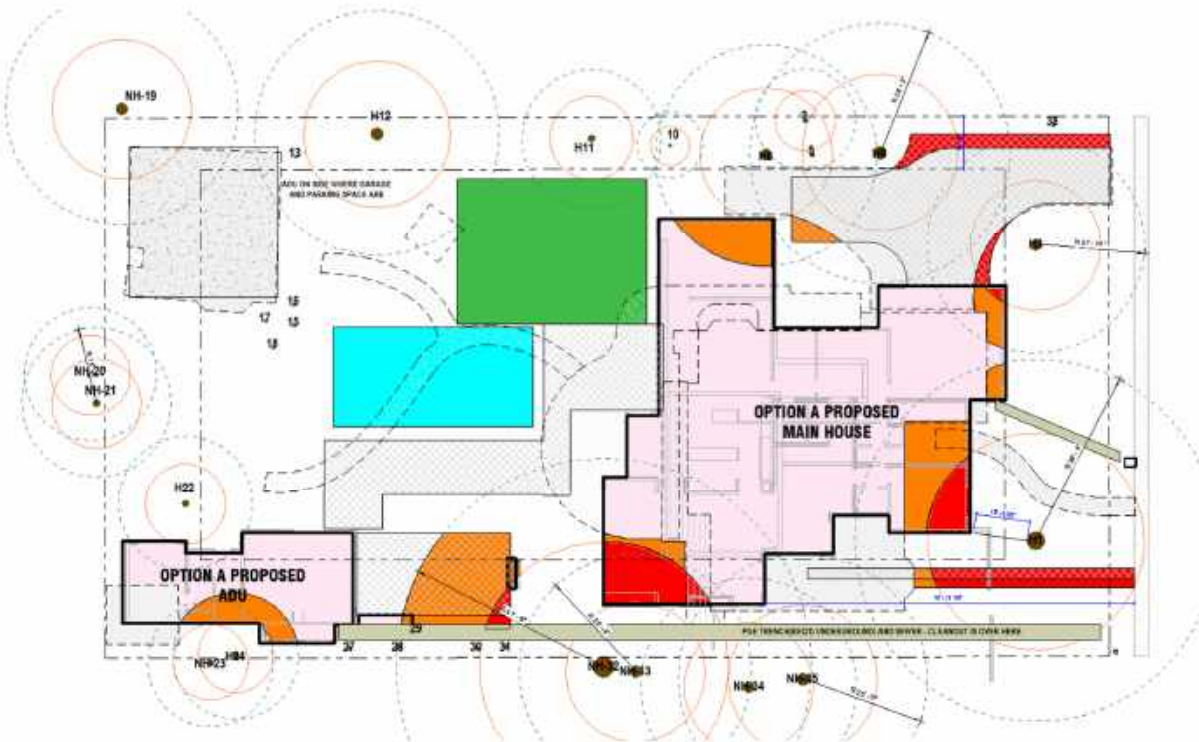


FIGURE 1: SITE PLAN SHOWING 40 TREES INCLUDING 9 TREES ON NEIGHBORING PROPERTIES. DARK GREEN ARE THE 8 PROTECTED TREES ON SUBJECT PROPERTY AND LIGHT GREEN TREES ARE THE 8 PROTECTED TREES ON NEIGHBORING

PROPERTIES. THE CIRCLES REPRESENT THE 10X TREE PROTECTION ZONE. THE SHADED GRAY ELEMENTS ARE THE EXISTING STRUCTURES AND HARDSCAPE.

SITE ANALYSIS – OPTION A: SIDE FACING GARAGE AND DRIVEWAY IN CURRENT LOCATION

Option A (Figure 2) driveway where existing driveway is located. In this option, the location of the garage in the middle of property requires locating entry to house on far side to allow for desired layout and ease of car backup and avoid backup into the trees. In this option, there is additional impact to H1, the neighboring oaks and the oaks at the southeastern corner. This requires a less than ideal lengthy 73’ entry on the western side opposite the garage. Since PGE requires undergrounding utilities, trenching for PGE would route through H1 within 6x and possibly 3x. The ADU is also opposite the ADU parking space. Potentially all trees could be preserved with high risk to H1 and NH-32.



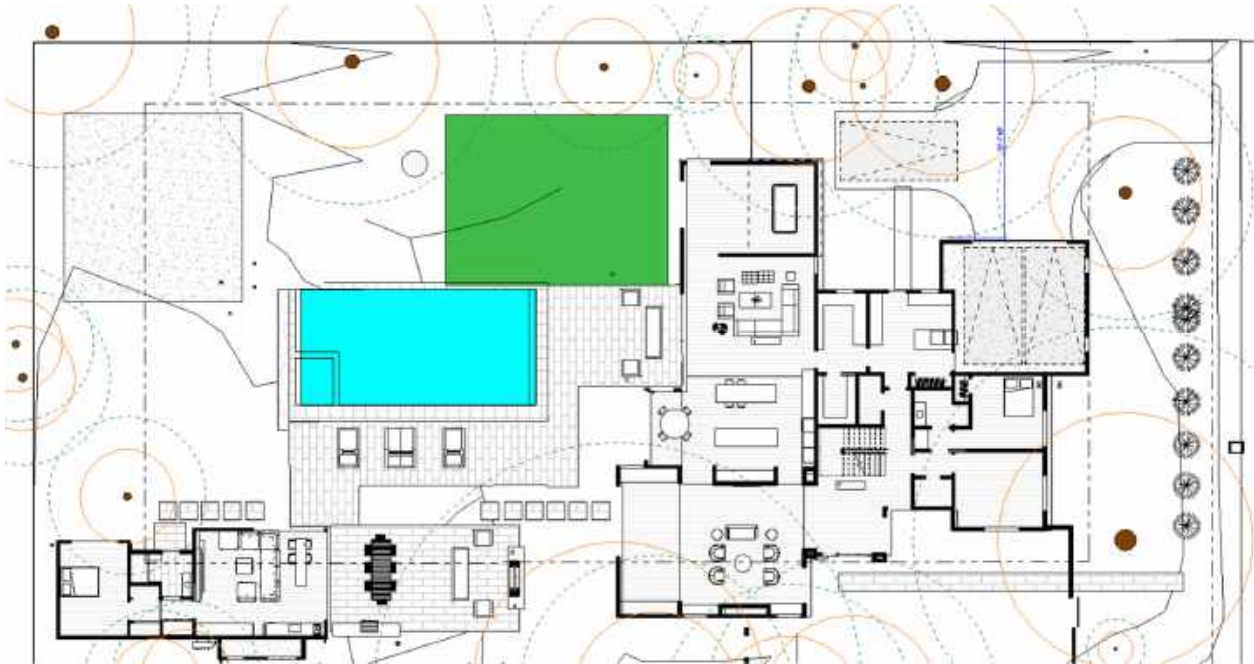


FIGURE 2: OPTION A WITH DRIVEWAY IN SAME LOCATION AT WESTERN SIDE OF PROPERTY. MAIN ENTRANCE IS A “SIDE” ENTRANCE WITH A LONG ACCESS ON OPPOSITE SIDE AT THE EASTERN SIDE.

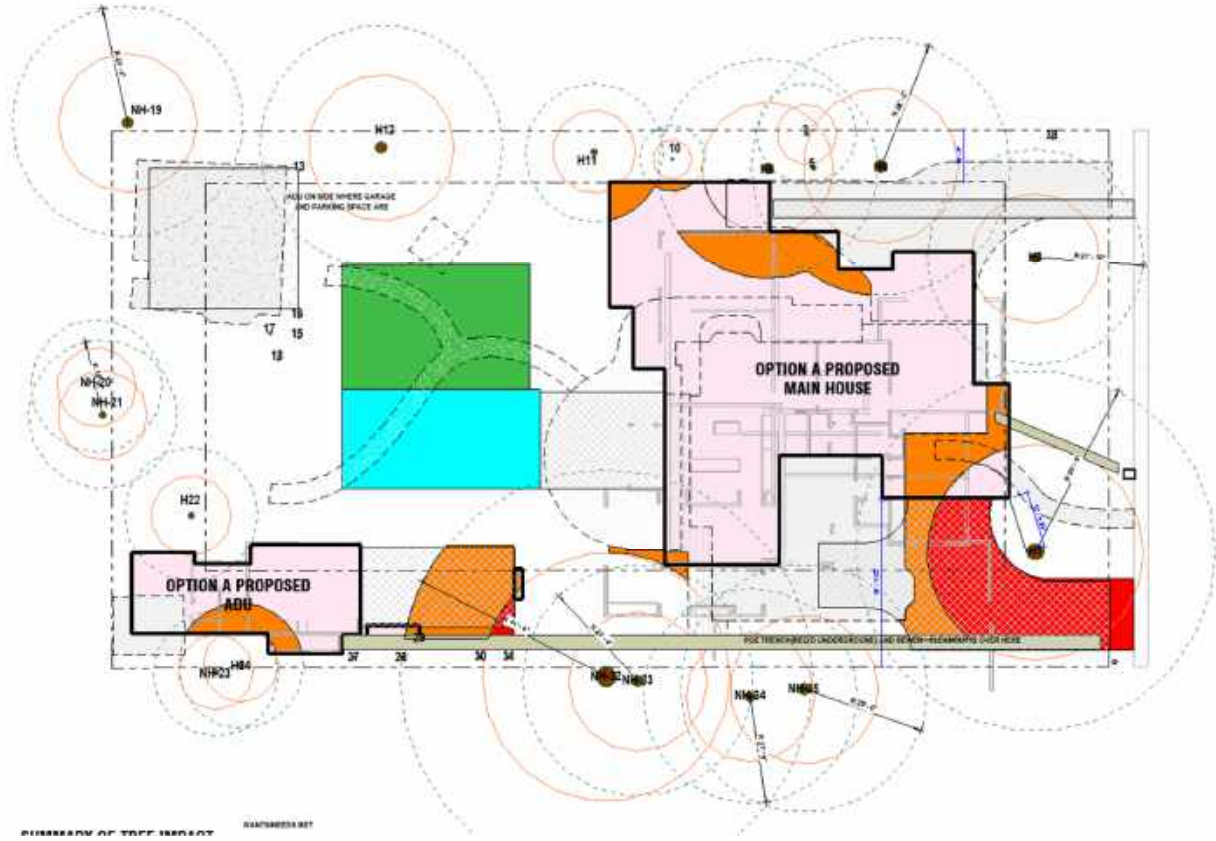


FIGURE 3: OPTION A FLIPPED SO THE DRIVEWAY IS AT EASTERN SIDE, CLOSER TO ADU. THIS INCREASES THE IMPACT TO H1, BUT REDUCES IMPACT TO THE REDWOOD TREES.

SITE ANALYSIS – OPTION A-FLIPPED: SIDE FACING GARAGE AND DRIVEWAY IN CURRENT LOCATION

Option A-Flipped (Figure 3) flips option A with driveway along the eastern side but keeps ADU at eastern side. In this option, the location of the garage in the middle of property requires locating entry to house on far eastern side to allow for desired layout and ease of car backup and avoid backup into the trees. In this option, there is additional impact to H1 than Option A but less impact to neighboring redwood trees oaks. However, This requires a less than ideal lengthy 73' entry on the western side opposite the garage.

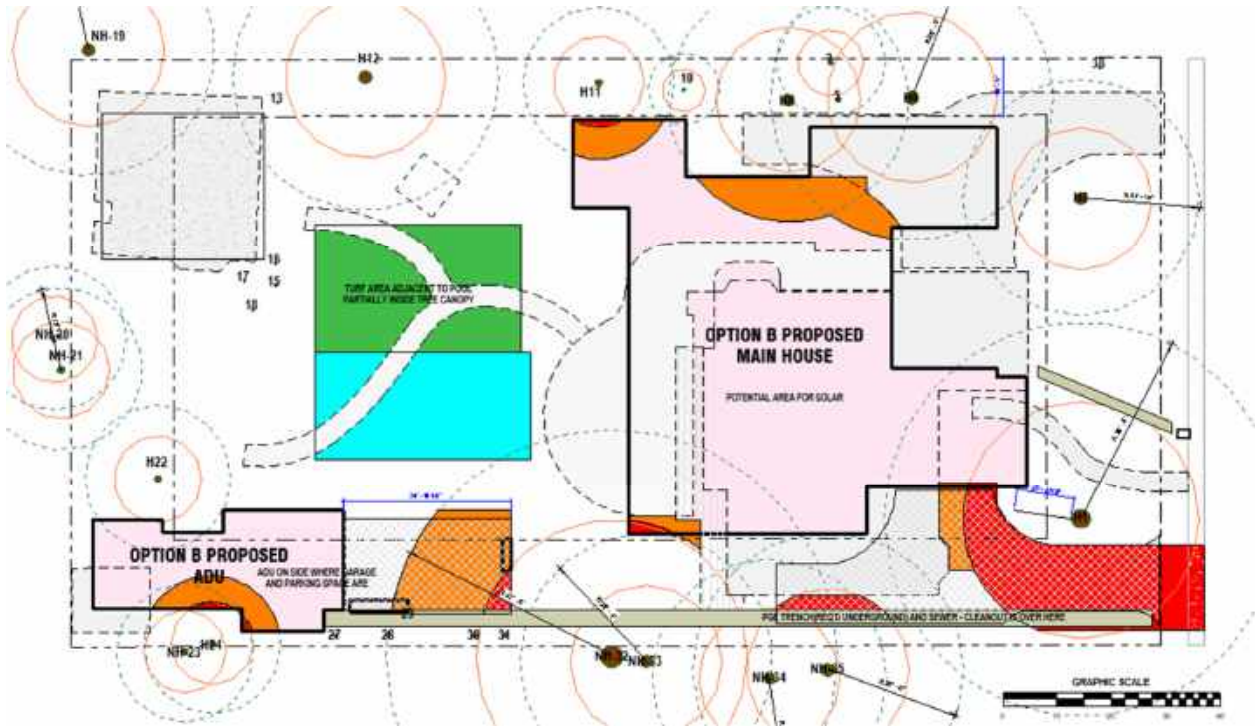


FIGURE 4: OPTION B WITH SIDE FACING GARAGE AND CENTRAL ENTRY. GARAGE AT EASTERN SIDE WITH IMPACT TO TREE H1 AND IMPACTS TO REDWOOD TREES DUE TO DRIVEWAY.

SITE ANALYSIS – OPTION B: SIDE FACING GARAGE AND U-SHAPE ENTRANCE

Option B (Figure 4) is an option with an entrance in a more central location, 55’ from street resulting in a u-shape house. Locating garage on eastern side impacts H1 and the backup and ADU space will reside in the redwood tree zone. This option minimizes impact to H2 but still impacts the oak trees on the southeastern portion of property with the ADU.

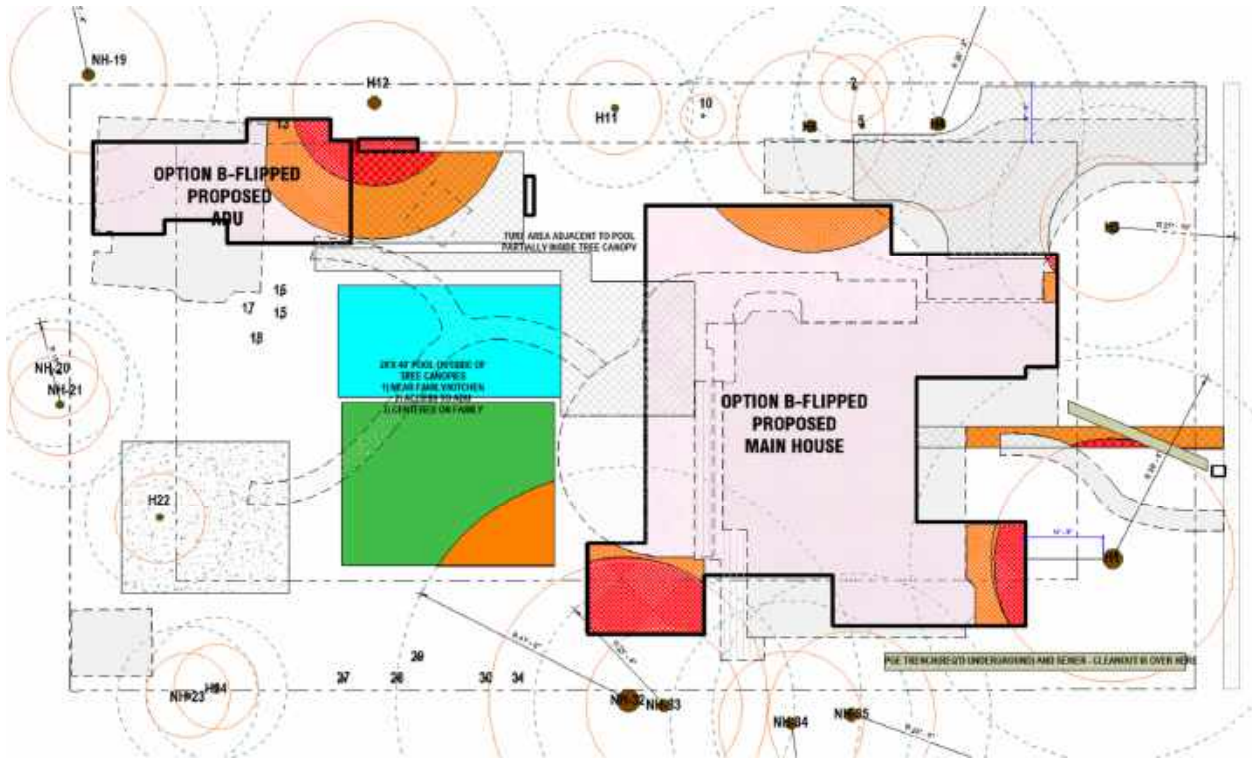


FIGURE 5: OPTION B-FLIPPED. THIS KEEPS GARAGE AND DRIVEWAY AT SAME GENERAL LOCATION AND CONSIDERS LOCATING ADU AT SOUTHWESTERN SIDE. THIS INCREASES RISK TO H12, NH32, AND NH33 AND STEEL PUTS AT RISK H1.

SITE ANALYSIS – OPTION B-FLIPPED: SIDE FACING GARAGE AND U-SHAPE ENTRANCE

Option B-Flipped(Figure 5) is an option with an entrance in a more central location, 55' from street resulting in a u-shape house. In this option, the house opens up the back yard and driveway is in current location and ADU is in the southwestern side. There is impact to H1, NH-32 and to NH-12 due to locating ADU here and more significant impact to NH-32 AND AND NH-33 and does not mitigate impact of PGE trenching and H1 is still at risk.

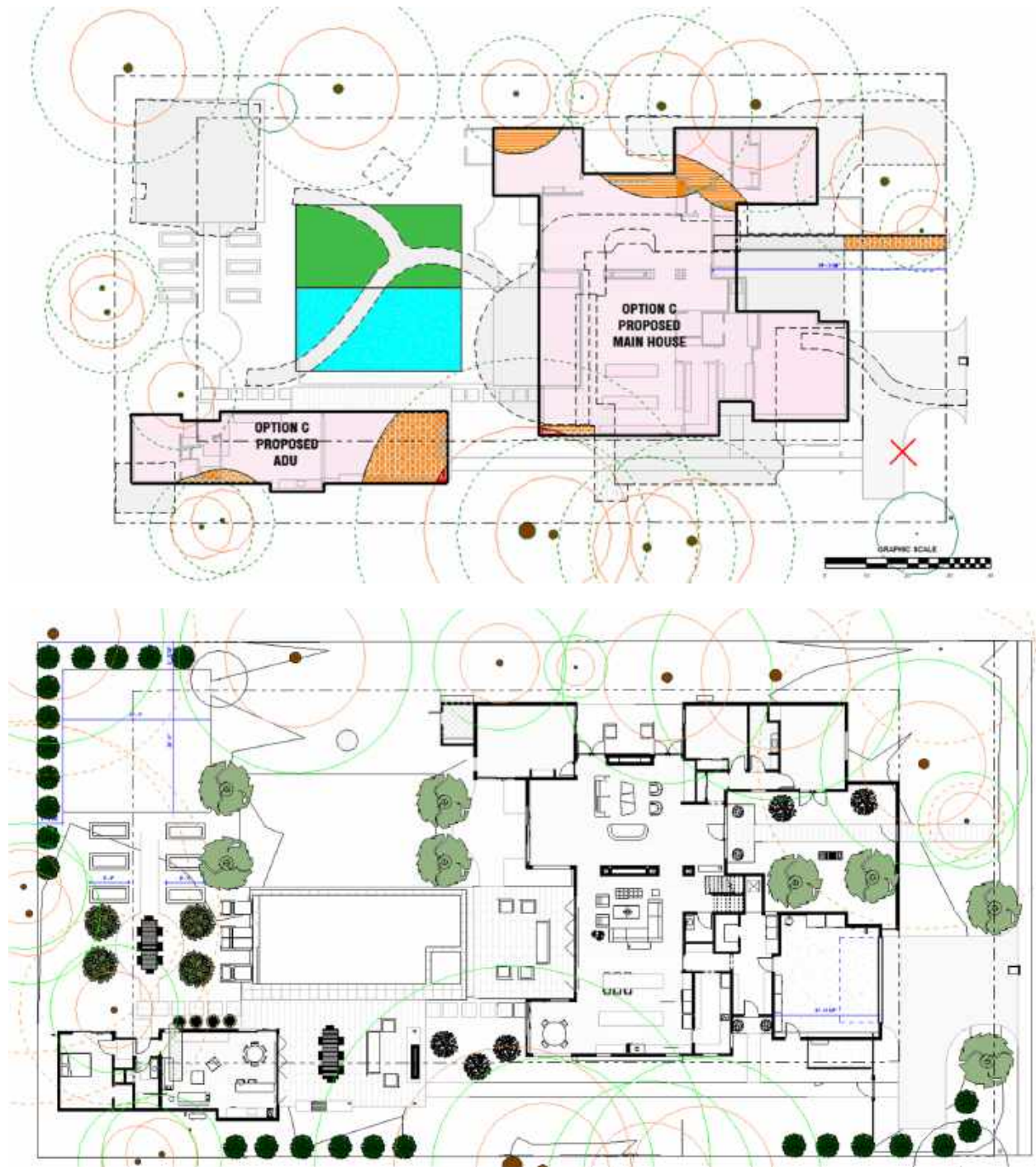


FIGURE 6: OPTION C, SIMILAR TO OPTION B, WITH FRONT-FACING GARAGE (PROPOSING REMOVAL OF H1), AND MOVING ADU OUTSIDE OF OAK CANOPY AND RELOCATING POOL EQUIPMENT ENCLOSURE. THIS REDUCES RISK TO NEIGHBORING TREES WITH ONLY 15 SF ON WORK WITHIN 6X ZONE (OUTSIDE OF EXISTING TREE CANOPIES)

SITE ANALYSIS – OPTION C: FRONT-FACING GARAGE AND REMOVAL OF H1

The location of 2 large heritage trees in the front setback and neighboring protected trees require development within the 6x and 10x zone for any building development. Moving the development further from the street pushes work into trees along both property lines where previous development did not exist and still requires trenching for utilities. Side-facing garage to

the west pushes work further into the redwood trees along the eastern side, makes backup of cars challenging and space for ADU and existing driveway in that location is in poor shape due to tree roots. Moving garage entrance to the side at the eastern side puts the driveway and backup in the redwood tree and PGE trenching must extend further into redwood tree canopy zone.

See Table 1 for a comparison of the impact on trees for all the alternatives. PGE pole will require trenching within H1's canopy to side of the proposed structure. By removing H1, this allows for an option with minimal impact to neighboring oaks and existing trees on the property. Additionally, by moving the ADU a few feet to the east and re-locating pool equipment attached to home reduces impact of that enclosure and limits trenching for pool items. This reduces impact on the southeastern heritage oaks and trenching within their 6x zone. It also limits any hardscape within the large redwood trees or existing trees which are subject to root growth. This option limits any work within the 6x and 10x zone of the heritage trees outside of current hardscape and structures to 15 SF.

TABLE 1: COMPARISON OF OPTIONS RELATIVE TO IMPACT ON PROTECTED TREES AND DESIRED USE OF PROPERTY

	OPTION A	OPTION A-FLIPPED	OPTION B	OPTION B-FLIPPED	OPTION B-FLIPPED (ADU FLIPPED ALSO)	PROPOSED OPTION
TREE IMPACT BETWEEN 6X AND 10X ZONE	955	1,240	896	808	1121	715
TREE IMPACT WITHIN 6X	640	871	850	439	564	15
TOTAL IMPACT	1,595	2,011	1,746	1,247	1,685	715 (AFTER REMOVAL OF H1)
DIST TO H1	10'8"	12'	10'8"	14'	14'	N/A
HERITAGE TREE REMOVE	0 (H1 AT RISK)	0 (H1 AT RISK)	0 (H1 AT RISK)	0	1-H22 H12 AT RISK	1 - H1
PGE TRENCH OUTSIDE OF TREE CANOPY	<input checked="" type="checkbox"/>	NO	NO	NO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
IMPACT ON REDWOOD TREES IN 6-10X	234	397	363	403	312	312
IMPACT ON REDWOODS IN 6X ZONE			136	314	268	15
IMPACT ON OAKS	122	122	122	122	0	45
KEEP H22 (MULTI-TRUNK PEAR TREE)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		POSSIBLE
POOL OUTSIDE OF CANOPY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
DAYLIGHT PLANE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
KEEP WELL	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
ENTRY NEAR GARAGE						<input checked="" type="checkbox"/>
ADU SAME SIDE AS ADU PARKING		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SF OF DRIVEWAY	3,054	3,054	1,160	1,160	1,160	796
DIST TO ENTRY FROM STREET	73'	73'	55'	55'	55'	55'
STAIR WITH WINDOW	NO	NO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CAR BACKUP	CEDAR TREE IN WAY	OKAY, DRIVEWAY			CEDAR TREE IN WAY	<input checked="" type="checkbox"/>
SPORT COURT AT EXISTING ADU STRUCTURE						<input checked="" type="checkbox"/>
LAWN OUTSIDE OF TREE CANOPY						<input checked="" type="checkbox"/>
VEGETABLE GARDEN						<input checked="" type="checkbox"/>
FRUIT TREE GARDEN/DINING						<input checked="" type="checkbox"/>



**NED PATCHETT
CONSULTING**

**Tree Inventory and Protection Report
For
Benjamin Residence
777 Hermosa Way in Menlo Park, CA 94025**

Submitted by
Ned Patchett
Certified Arborist WE-4597A
Date: March 22, 2022
Revised: August 15, 2024



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Summary

Beth Benjamin retained my services to assess Heritage trees at 777 Hermosa Way in Menlo Park, CA 94025. The purpose of my examination was to identify which trees are considered Heritage Trees as defined in the Menlo Park Tree Ordinance, to assess the health and condition of the Heritage Trees, determine their potential for preservation during the proposed construction, and provide an appraised value for each Heritage Tree and to provide recommendations to reduce the impacts of the proposed construction to a less than significant level.

A total of (24) trees are included in this report, and (17) of these trees are considered Heritage trees. I have determined the appropriate Tree Protection Zone for each tree using the city formula of 10 inches of TPZ per inch diameter of trunk measured at 54 inches above grade to assist the design team in the site's development.

I have provided basic tree protection recommendations to reduce the potential for construction impacts to a less-than-significant level. I have also provided an appraised value for the (17) Heritage Trees included in this report. Any tree on-site protected by the City's Municipal Code will require replacement according to its appraised value if it is damaged beyond repair due to construction.

Tree 1 is the large Douglas fir in the front of the house showing signs of decline with a thinning upper canopy and several large dead branches throughout the entire canopy. It is my opinion that this tree is in decline, and will likely die in the near future, and retention of this tree would constrain the development of the front of the property due to the size of the tree protection zone. Therefore, it is my opinion that the removal of this tree now should be considered as I believe the tree's decline is inevitable.

Tree 15 is a Coast Live Oak tree in the backyard that is in decline, with dead branches in the upper canopy and evidence of damage on the trunk from sycamore beetle infestation. In addition, this tree has developed a lean as a result of growing in the understory of the larger nearby Coast Live Oak and is competing with the larger oak. Therefore, I recommend the removal of this tree.

This report will require further refinement and assessment of any proposed construction plans before submission to the city for a building permit.

Please note- I could not perform a typical assessment of the neighbor's trees due to the fact that they are located on the neighbor's property. My limited review was made from looking over the property line fence; therefore, the included assessment and appraised value may not be accurate.

Additionally, Trees 23 and 24 were not included in the original report as they were not shown on the survey map that was provided. These two trees had to be drawn in making their location estimations.

Introduction

Assignment

Benjamin Residence retained my services to perform the following tasks:

1. Assess tree health, condition, and potential impacts for any Heritage Trees that are located within the zone of the proposed construction at 777 Hermosa Way in Menlo Park, CA.
2. Identify which trees are considered to be Heritage Trees as defined in the Menlo Park Tree Ordinance.
3. Provide an appraised value for each Heritage Tree.
4. Provide construction guidelines to be followed throughout all phases of a construction project.
5. Document this information in a written report.

Limits of Assignment

I did not perform an **aerial inspection** of the upper crown or a detailed **root crown inspection** on the subject trees. My assessment of the neighbor's trees was performed by looking at the trees over the property line fence.

Tree Assessment Methods

On February 4, 2022, I visited the site to collect information for this report. This report was revised on **August 15, 2024**. The conditions of these trees are based on my initial inspection date. A **Level 1 Visual Tree Assessment (VTA)** was performed on the subject trees. The tree numbers in this report correspond to the tree numbers on the included Tree Map (see [Tree Map in Appendix C](#)). The following outlines the procedure for collecting information for this report:

1. Identify tree species
 2. Measure the diameter of the trunk at 54 inches above grade **Diameter at Standard Height (DSH)**
 3. Identify if the tree is a Heritage Tree, as defined in the Menlo Park Tree Ordinance:
 4. Assess the health and condition of each tree
 5. Assess the structural stability of each tree
 6. Inspect the trees for pests or diseases.
-

Health and Structure Rating System

The following table provides an overview of the rating system used when visually assessing the health and structure of the subject trees within this report.

Rating	Health	Structure
1=Poor	Dead, diseased or dying	Hazardous
2=Poor to Fair	Declining with significant signs of dieback	Structural weakness or flaws that could lead to failure
3=Fair	Minor dead branches, early stages of decline	Corrective measures such as pruning or structural support systems may be needed
4=Fair to Good	Tree is in good health	No major structural issues
5=Good	Excellent health	No structural issues

Menlo Park-Heritage Tree Definition

The following is the definition of a Heritage Tree in Menlo Park as defined in the Menlo Park Tree Ordinance:

Definition of a heritage tree

1. Any tree other than oaks has a trunk with a circumference of 47.1 inches (diameter of 15 inches) or more, measured at 54 inches above natural grade
2. Any oak tree native to California has a trunk with a circumference of 31.4 inches (diameter of 10 inches) or more measured at 54 inches above natural grade
3. A tree or group of trees specifically designated by the City Council for protection because of its historical significance, special character or community benefit.

Any tree with more than one trunk that falls under (1) and (2) shall be measured at the diameter below the main union of all multi-trunk trees. If the tree has more than one trunk and the union is below grade, each stem shall be measured as a standalone tree. Multi-trunk trees under 12 feet in height shall not be considered a heritage tree.

Suitability for Preservation

The goal of tree preservation is for the existing trees to remain assets to the site for years to come. Trees that are in poor condition and cannot tolerate construction impacts will become a liability and therefore should be removed. An assessment of a tree's suitability for preservation includes the following:

1. **Tree Health**-A healthy tree can tolerate construction impacts better than a tree in poor health and is more likely to adapt to new site conditions after development.
2. **Tree Structure**-Trees with structural defects such as decayed wood, weak branch attachments, and codominant stems are a liability and, therefore, should be removed.
3. **Tree Age**-Mature and over-mature trees are less able to tolerate construction impacts, while younger trees have more tolerance for construction impacts.
4. **Species Tolerance**-All trees require protection to avoid injury. However, certain tree species can tolerate construction impacts better than others.

Observations

Site Description

The site is located at 777 Hermosa Way in Menlo Park, CA 94025. A single-family residential home is currently located on the site. The proposed construction consists of **TBD** and associated civil and landscape improvements ([see Tree Maps in Appendix B](#)).

Tree 1-Douglas Fir

The tree is a Douglas fir tree *Pseudotsuga menziesii* with a diameter at the standard height of 50 inches. The tree is poor to fair health and fair structural condition. The following outlines my observations and recommendations.

1. The upper canopy shows signs of decline with a thinning upper canopy and numerous large dead branches throughout the entire canopy (see Photo 1 in Appendix D).
2. A root crown inspection was performed in February of 2022, and no significant root crown disorders were observed at the time of our inspection. However, the decline in the upper canopy leads me to suspect root fungus may be a contributing factor to the decline in the upper canopy but has not reached a level around the root lower trunk and buttress roots that it can be detected from my limited inspection.

It is my opinion that this tree is in decline and will likely die soon, and retention of this tree would constrain the development of the front of the property due to the size of the tree protection zone. Therefore, it is my opinion that the removal of this tree now should be considered as I believe the tree's decline is inevitable.

Tree 15-Coast Live Oak

The tree is a Coast Live Oak *Quercus agrifolia* with a diameter at the standard height of 20 inches. The tree is poor to fair health and poor to fair structural condition. The following outlines my observations and recommendations.

1. The upper canopy shows signs of decline with a thinning upper canopy and dead branches.
2. This tree has developed a lean as a result of being suppressed and growing in the understory of the large nearby oak tree.
3. This tree was poorly pruned in the past.
4. I observed a codominant branch attachment with included bark between the main stems.
5. There is evidence of extensive Sycamore Borer *Synanthedon resplendens* on the lower trunk and root crown.

It is my opinion that this tree is in decline, has structural issues that increase the potential of failure, and is competing with the large coast live oak that dominates the backyard; therefore, I recommend the removal of this tree.

Subject Trees

I have prepared a tree inventory with all the necessary information required by the city of Menlo Park (see [Tree Inventory in Appendix A](#)).

Conclusion

Protection of Heritage Trees during construction is a mandatory part of the construction process in Menlo Park. Arborist inspections can be a required part of the construction process per the Menlo Park Tree Ordinance.

In addition, proposed construction within Tree Protection Zones requires the direct onsite supervision of a Project Arborist and can include specialized construction designs and methods to reduce tree impacts.

Tree Protection Fencing must be erected around these trees before any construction activities on the site. I have provided recommendations to protect all Heritage Trees during the proposed construction process.

Tree Protection Recommendations

Protective Tree Fencing for Heritage Trees or Street Trees

Fenced enclosures shall be erected around trees to be protected to establish the **TPZ** in which no soil disturbance is permitted, and activities are restricted.

Size and type of fence

All trees to be preserved shall be protected with a 6-foot high, minimum 12-gauge chain link fence. Fences are to be mounted on 2-inch diameter galvanized iron posts, driven into the ground to a depth of at least 2-feet at no more than 10-foot spacing. This detail shall appear on grading, demolition, and building permit plans.

Duration

Tree fencing shall be erected before any demolition, grading, or construction begins and remain in place until the completion of the project.

Tree Protection Zones

Each Heritage Tree to be protected, including those on neighboring properties, shall have a designated **TPZ** identifying the area sufficiently large enough to protect the tree and roots from disturbance. **The TPZ area can be determined by the formula: 10 inches per inch of diameter.** For example a 20" diameter tree shall have a 16' radius from the perimeter of the trunk or a 16-foot **TPZ**.

I have calculated the optimal **TPZ** for each that will be retained. This information can be found in the Tree Inventory ([See Tree Inventory in Appendix A](#)).

Activities prohibited within the TPZ include

1. Storage or parking vehicles, building materials, refuse, excavated spoils or dumping of poisonous materials, including but not limited to, paint, petroleum products, concrete, stucco mix or dirty water.
2. The use of tree trunks as a winch support, anchorage, as a temporary power pole, signposts or other similar function.
3. Cutting of tree roots by utility trenching, foundation digging, placement of curbs and trenches and other miscellaneous excavation.
4. Soil Disturbance, Soil Compaction or grade changes.
5. Drainage changes.

Special Activities within the Tree Protection Zone

Work in this area (TPZ) requires the direct onsite supervision of the Project Arborist.

Tree Pruning Recommendations

A **crown cleaning** is removal of all dead branches 2 inches in diameter and larger, removal of all broken branches, and selective limb removal or end weight reduction to reduce the chances of limb failure.

I have indicated which trees require a crown cleaning within the Tree Inventory.

Mulching Recommendations

I recommended that wood chips be spread within the **TPZ** to a 3-to 5-inch depth, leaving the trunk clear of mulch.

Continued Maintenance of Heritage Trees During and After Construction Recommendations

I recommend the following for continued maintenance after the completion of the construction process.

1. Monthly arborist inspections for the duration of the construction activities.
2. Quarterly arborist inspections for the first year after the completion of the construction project.

Glossary of Terms

Aerial inspection	An inspection of the upper crown of the tree that requires climbing.
Crown	Parts of the tree above the trunk, including leaves, branches and scaffold limbs. (Matheny and Clark, 1994)
Diameter at standard height (DSH)	The diameter of a tree's trunk as measured at 4.5 feet from the ground. (Matheny and Clark, 1994)
Windthrow	Tree Failure due to uprooting caused by wind. (Glossary of Arboriculture Terms, 2007)
Root crown	Area where the main roots join the plant stem, usually at or near ground level. Root Collar. (Glossary of Arboriculture Terms, 2007)
Root crown inspection	Process of removing soil to expose and assess the root crown of a tree. (Glossary of Arboriculture Terms, 2007)
Visual Tree Assessment (VTA)	A method of visual assessing the condition of a tree that does not include a root crown inspection or an aerial inspection.

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Harris, R. *Arboriculture Integrated Management of Landscape Trees, Shrubs, and Vines*. Englewood Cliffs, NJ: Prentice-Hall, Inc., 1992

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Appendix A – Tree Inventory

Tree #	Species	Botanical Name	DSH (inches)	Heritage Tree	Health Rating	Structural Condition	Observation	Recommendations	10 X Tree Protection Zone
1	Douglas Fir	<i>Pseudotsuga menziesii</i>	50	Yes	2	3	Tree is showing signs of stress and decline with dead branches in the upper canopy. The main leader looks thin and sparse. No significant root crown disorders were discovered during a root crown inspection.	Consider removal. If this tree is retained, I recommend a crown cleaning, testing of branches in the upper canopy and fertilization in spring of 2022.	42
2	Coastal Redwood	<i>Sequoia sempervirens</i>	7.5	No	3	2	This tree has been topped in the past due to nearby high voltage lines. There are dead branches in the upper canopy.	Consider removal. If this tree is retained, I recommend a crown cleaning, fertilization in spring of 2022 and supplemental irrigation during spring and summer months.	6
3	Coast Live Oak	<i>Quercus agrifolia</i>	11.5	Yes	3	3	This tree has been topped in the past due to nearby high voltage lines. There are dead branches in the upper canopy. There is a nearby irrigation line that is close to the root crown.	I recommend a crown cleaning, fertilization in spring of 2022 and modify surrounding irrigation so there is not broadcast irrigation hitting the trunk or moisture within 2-3 feet of the trunk.	10
4	Coast Live Oak	<i>Quercus agrifolia</i>	17	Yes	2	3	Slight lean to the upper canopy due to being suppressed by neighboring trees. Included bark between branch attachment at approximately 5 feet from the ground, this condition increases failure potential. There are dead branches in the upper canopy. There is a nearby irrigation line that is close to the root crown.	I recommend a crown cleaning, fertilization in spring of 2022 and modify surrounding irrigation so there is not broadcast irrigation hitting the trunk or moisture within 2-3 feet of the trunk.	14
5	Coastal Redwood	<i>Sequoia sempervirens</i>	39	Yes	4	4	Minor dead branches in the upper canopy. This tree has a health flush of spring growth. This tree has minor yellowing of the internal foliage which is common this time of year for a tree of this species.	Crown Cleaning and Fertilization.	32
6	Coastal Redwood	<i>Sequoia sempervirens</i>	27.5	Yes	4	4	Upper canopy is slightly one-sided due to neighboring trees. Minor dead branches in the upper canopy. This tree has a health flush of spring growth. This tree has minor yellowing of the internal foliage which is common this time of year for a tree of this species.	Crown Cleaning and Fertilization.	23

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Tree #	Species	Botanical Name	DSH (inches)	Heritage Tree	Health Rating	Structural Condition	Observation	Recommendations	10 X Tree Protection Zone
7	Coastal Redwood	<i>Sequoia sempervirens</i>	32.5	Yes	4	3	This tree has minor dead branches in the upper canopy. This tree has a health flush of spring growth. This tree has minor yellowing of the internal foliage which is common this time of year for a tree of this species. This tree appears to have a girdling root present.	Crown Cleaning and Fertilization.	27
8	Coastal Redwood	<i>Sequoia sempervirens</i>	60	Yes	4	3	Minor dead branches in the upper canopy. This tree has a health flush of spring growth. This tree has minor yellowing of the internal foliage which is common this time of year for a tree of this species	Crown Cleaning and Fertilization.	50
9	Plum	<i>Prunus</i>	4.5-3.5	No	3	3	Poorly pruned in the past. Poor branch attachments.	I recommend a crown cleaning and fertilization in spring of 2022.	5
10	Coastal Redwood	<i>Sequoia sempervirens</i>	51	Yes	4	4	Minor dead branches in the upper canopy. This tree has a health flush of spring growth. This tree has minor yellowing of the internal foliage which is common this time of year for a tree of this species	Crown Cleaning and Fertilization.	42
11	Incense cedar	<i>Calocedrus decurrens</i>	18	Yes	3	3	Dead branches in the upper canopy. Slight lean due to being suppressed by nearby redwood tree.	I recommend a root crown inspection, crown cleaning and fertilization in spring of 2022.	15
12	Olive	<i>Olea europaea</i>	11	No	3	3	Dead branches in the upper canopy and poor branch attachments.	I recommend a root crown inspection, crown cleaning and fertilization in spring of 2022.	9
13	Olive	<i>Olea europaea</i>	7-6.5	No	3	3	May have been topped in the past. Dead branches in the upper canopy. Branches are resting on roof of nearby neighbor's structure.	Consider removal. If this tree is retained, I recommend a crown cleaning, fertilization in spring of 2022.	9
14	Purple Plum	<i>Prunus cerasifera</i>	7	No	3	3	Minor dead branches in the upper canopy. Included bark between branch attachment at approximately 5 feet from the ground, this condition increase failure potential.	I recommend a root crown inspection, crown cleaning and fertilization in spring of 2022.	6

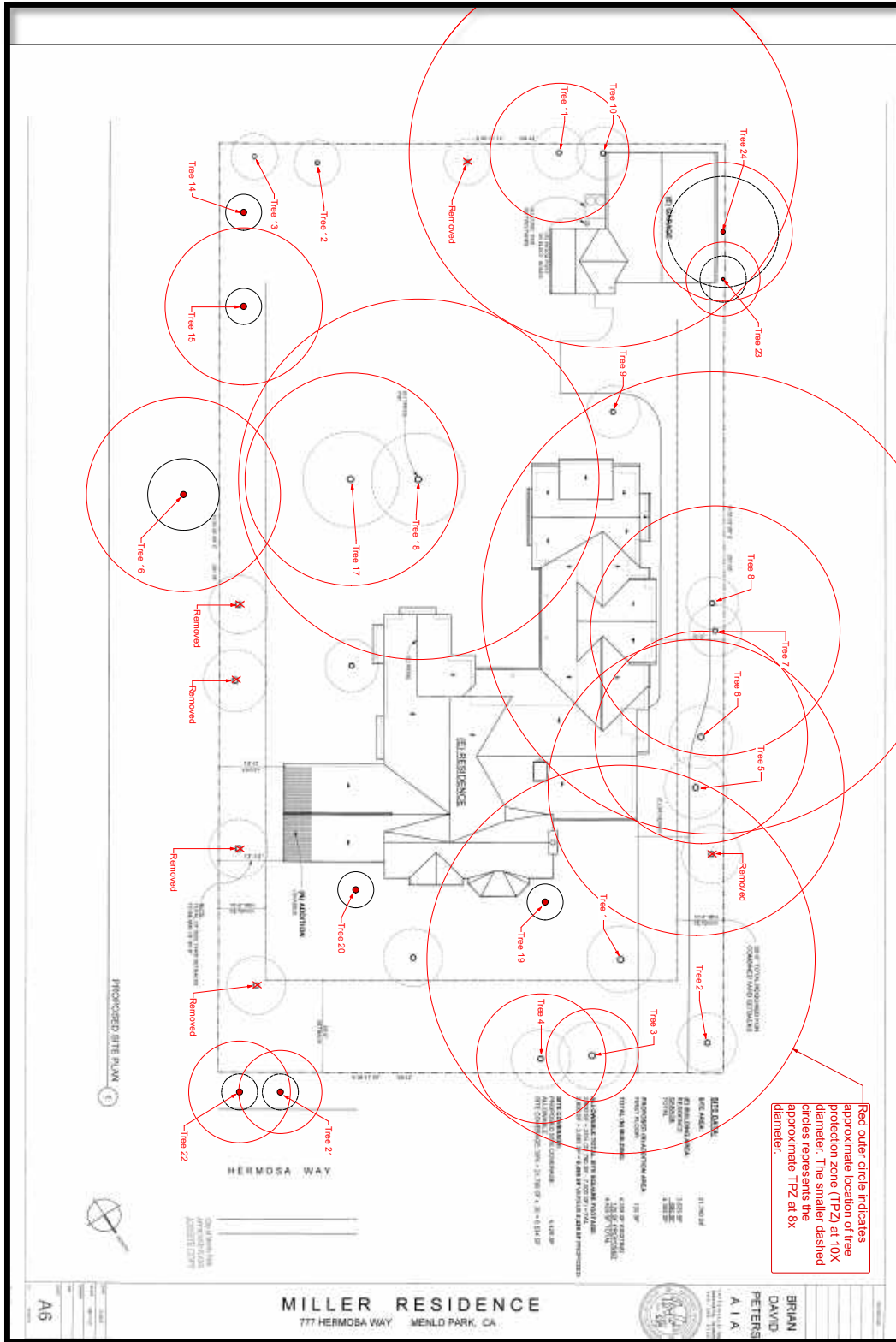
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Tree #	Species	Botanical Name	DSH (inches)	Heritage Tree	Health Rating	Structural Condition	Observation	Recommendations	10 X Tree Protection Zone
15	Coast Live Oak	<i>Quercus agrifolia</i>	20	Yes	2	2	This tree has developed a lean as a result of being suppressed by nearby trees. Dead branches in the upper canopy. Poorly pruned in the past. Codominant branch attachment with included bark. Evidence of insect activity on the lower trunk and root crown.	Consider removal. If this tree is retained, I recommend a root crown inspection, crown cleaning and fertilization in spring of 2022 and treatment of insect activity on lower trunk and root crown.	17
16	Elm	<i>Ulmus (species unknown)</i>	25	Yes	2	2	This tree is located on the neighbor's property and therefore I have estimated the diameter. This tree has been poorly pruned in the past. Dead branches in the upper canopy. Poor branch attachments in the upper canopy.	Inspection by neighbor's arborist.	21
17	Coast Live Oak	<i>Quercus agrifolia</i>	27	Yes	2	2	Structure consists of 3 codominant branch attachment with included bark. This condition increases the potential of failure at this location. This tree has developed a substantial lean as a result of being suppressed by nearby trees. Dead branches in the upper canopy. Topped and poorly pruned in the past. Structure consists of 3 codominant branch attachment with included bark. Evidence of insect activity on the lower trunk and root crown.	Consider removal. If this tree is retained, I recommend a root crown inspection, crown cleaning and fertilization in spring of 2022 and treatment of insect activity on lower trunk and root crown.	23
18	Coast Live Oak	<i>Quercus agrifolia</i>	46.5	Yes	3	2	Codominant branch attachment with included bark. This condition increases the potential of failure at this location. Recently pruned and over-thinned. Canopy is thin and shows signs of stress.	I recommend a root crown inspection and fertilization in spring of 2022.	39
19	Japanese maple	<i>Acer palmatum</i>	5-3	No	3	3	Main branch attachment has included bark. This condition increases the potential of failure at this location. Minor dead branches in upper canopy.	I recommend a crown cleaning and fertilization in spring of 2022.	5
20	Apple Tree	<i>Malus (species unknown)</i>	5.5	No	3	3	Dead branches and in the upper canopy. Poor branch attachments.	I recommend a crown cleaning and fertilization in spring of 2022.	5

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Tree #	Species	Botanical Name	DSH (inches)	Heritage Tree	Health Rating	Structural Condition	Observation	Recommendations	10 X Tree Protection Zone
21	Coast Live Oak	<i>Quercus agrifolia</i>	10.5	Yes	3	3	Dead branches in the upper canopy. Topped in the past for clearance for nearby utility lines. Evidence of insect activity on the lower trunk and root crown.	Consider removal. If this tree is retained, I recommend a root crown inspection, crown cleaning and fertilization in spring of 2022 and treatment of insect activity on lower trunk and root crown.	9
22	Coast Live Oak	<i>Quercus agrifolia</i>	10.5-5	Yes	3	3	Codominant branch attachment with included bark. Dead branches in the upper canopy. Topped in the past for clearance for nearby utility lines. Evidence of insect activity on the lower trunk and root crown.	Consider removal. If this tree is retained, I recommend a root crown inspection, crown cleaning and fertilization in spring of 2022 and treatment of insect activity on lower trunk and root crown.	11
23	Coast Live Oak	<i>Quercus agrifolia</i>	10	Yes	4	4	There are minor dead branches in the upper canopy. This tree has a healthy flush of spring growth. The tree has embedded itself into the nearby fence. The base of this tree is covered in ivy. This tree is slightly one-sided.	I recommend a root crown inspection and fertilization.	8
24	Coast Live Oak	<i>Quercus agrifolia</i>	18	Yes	4	3	There are minor dead branches in the upper canopy of this tree. This tree has a substantial lean to the entirety of trunk. A majority of the upper canopy of this tree resides on the neighboring property. This tree has a healthy flush of spring growth. The base of this tree is covered in ivy.	I recommend a root crown inspection and fertilization.	15

Appendix B – Tree Inventory Map



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Appendix C – Tree Appraisal Calculations

Tree #	Species	Diameter	Cross Sectional Area of Subject Tree	Condition	Functional Limitations	External Limitations	Replacement Tree Diameter	Cross Sectional Area of Replacement Tree	Replacement Tree Cost (\$6 inch box)	Unit Tree Cost	Basic Reproduction Cost	Depreciated Reproduction Cost	Cleanup, Tree Removal and Stump Removal	Replacement Tree Installation Cost	Aftercare-1 year of PHC and Fertilization (21 PBs)	Total Additional Cost	Total Reproduction Cost	Final Appraise Value (Rounded)
1	<i>Peucephyia menziesii</i>	50	1964	50%	60%	80%	3.0	7	\$650.00	\$91.96	\$180,555.56	\$43,333.33	\$10,000.00	\$850.00	\$800.00	\$11,650.00	\$54,983.33	\$55,000.00
3	<i>Quercus agrifolia</i>	11.5	104	60%	60%	80%	3.0	7	\$650.00	\$91.96	\$9,551.39	\$2,759.80	\$1,500.00	\$850.00	\$800.00	\$3,150.00	\$5,900.80	\$5,900.00
4	<i>Quercus agrifolia</i>	17	227	55%	60%	80%	3.0	7	\$650.00	\$91.96	\$20,872.22	\$5,519.27	\$1,500.00	\$850.00	\$800.00	\$3,150.00	\$8,669.27	\$8,700.00
5	<i>Sequoia sempervirens</i>	39	1195	65%	60%	85%	3.0	7	\$650.00	\$91.96	\$109,850.00	\$16,415.28	\$5,000.00	\$850.00	\$800.00	\$6,650.00	\$43,065.28	\$43,100.00
6	<i>Sequoia sempervirens</i>	27.5	594	65%	60%	85%	3.0	7	\$650.00	\$91.96	\$54,618.06	\$15,105.89	\$4,500.00	\$850.00	\$800.00	\$6,150.00	\$24,255.89	\$24,300.00
7	<i>Sequoia sempervirens</i>	32.5	830	65%	60%	85%	3.0	7	\$650.00	\$91.96	\$76,284.72	\$25,288.39	\$5,000.00	\$850.00	\$800.00	\$6,650.00	\$31,938.39	\$31,900.00
8	<i>Sequoia sempervirens</i>	60	2827	60%	60%	85%	3.0	7	\$650.00	\$91.96	\$260,000.00	\$79,560.00	\$8,000.00	\$850.00	\$800.00	\$9,650.00	\$89,210.00	\$89,200.00
10	<i>Sequoia sempervirens</i>	51	2043	70%	60%	85%	3.0	7	\$650.00	\$91.96	\$187,850.00	\$67,062.45	\$6,000.00	\$850.00	\$800.00	\$7,650.00	\$74,712.45	\$74,700.00
11	<i>Calocedrus decurrens</i>	18	254	60%	60%	85%	3.0	7	\$650.00	\$91.96	\$23,400.00	\$7,169.40	\$4,000.00	\$850.00	\$800.00	\$6,650.00	\$12,819.40	\$12,800.00
15	<i>Quercus agrifolia</i>	20	314	60%	75%	85%	3.0	7	\$650.00	\$91.96	\$28,888.89	\$11,050.00	\$3,500.00	\$850.00	\$800.00	\$5,150.00	\$16,200.00	\$16,200.00
16	<i>Quercus agrifolia</i>	25	491	50%	70%	85%	3.0	7	\$650.00	\$92.10	\$46,208.33	\$13,449.48	\$6,000.00	\$850.00	\$800.00	\$7,650.00	\$21,099.48	\$21,100.00
17	<i>Quercus agrifolia</i>	27	573	40%	85%	85%	3.0	7	\$652.00	\$92.24	\$52,812.00	\$15,362.67	\$4,000.00	\$850.00	\$800.00	\$6,650.00	\$20,912.67	\$20,900.00
18	<i>Quercus agrifolia</i>	46.5	1698	55%	85%	85%	3.0	7	\$653.00	\$92.38	\$156,883.25	\$62,341.48	\$8,000.00	\$850.00	\$800.00	\$9,650.00	\$71,991.48	\$72,000.00
21	<i>Quercus agrifolia</i>	10.5	87	60%	60%	80%	3.0	7	\$654.00	\$92.52	\$8,011.50	\$2,307.31	\$1,500.00	\$850.00	\$800.00	\$3,150.00	\$5,457.31	\$5,500.00
22	<i>Quercus agrifolia</i>	10.5	133	60%	60%	80%	3.0	7	\$655.00	\$92.66	\$12,299.44	\$3,542.24	\$1,500.00	\$850.00	\$800.00	\$3,150.00	\$6,692.24	\$6,700.00
23	<i>Quercus agrifolia</i>	10	79	80%	60%	80%	3.0	7	\$656.00	\$92.80	\$7,288.89	\$2,789.93	\$1,500.00	\$850.00	\$800.00	\$3,150.00	\$5,939.93	\$5,900.00
24	<i>Quercus agrifolia</i>	18	254	70%	60%	80%	3.0	7	\$657.00	\$92.95	\$23,652.00	\$7,947.07	\$1,500.00	\$850.00	\$800.00	\$3,150.00	\$11,097.07	\$11,100.00
Total																	\$965,000.00	

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Appendix D – Photographs

Photo 1



Photo 1 shows the thinning and dieback off branches that is occurring in the canopy of Tree 1.

Appendix E – Arborist Disclosure Statement

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

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

Treatment, pruning, and removal of trees may involve considerations beyond the scope of the arborist's services such as property boundaries, property ownership, site lines, disputes between neighbors, and other issues. Arborists cannot take such considerations into account unless complete and accurate information is disclosed to the arborist. An arborist should then be expected to reasonably rely upon the completeness and accuracy of the information provided.

Trees can be managed, but they cannot be controlled. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees.



Ned Patchett
Certified Arborist WE-4597A

Appendix F – Certification of Performance

I, Ned Patchett, certify;

- That I have personally inspected the tree and the property referred to in this report. I have stated my findings accurately. The extent of the evaluation and appraisal is stated in the attached report and the Terms of Assignment;
- That I have no current or prospective interest in the vegetation or the property that is the subject of this report and have no personal interest or bias with the parties involved;
- That the analysis, opinions and conclusions within this report are my own;
- That my analysis, opinions and conclusions were developed and this report has been prepared accordingly to commonly accepted arboricultural practices;
- That no one provided significant professional assistance to the consultant, except as indicated within the report;
- That my compensation is not contingent upon the reporting of a predetermined conclusion that favors the cause of the client or any other party.

I further certify that I am an International Society of Arboriculture Certified Arborist, and have been involved in the practice of arboriculture and the study of trees for over 27 years.

Signed: Ned Patchett

Date: 8.15.24

Appendix G-Term and Conditions

The following terms and conditions apply to all oral and written reports and correspondence pertaining to the consultations, inspections and activities of Ned Patchett Consulting, Inc. hereinafter referred to as "Consultant".

1. Any legal description provided to the Consultant is assumed to be correct. No responsibility is assumed for matters legal in character nor is any opinion rendered as to the quality of any title.
2. It is assumed that any property referred to in any report or in conjunction with any services performed by the Consultant, is not in violation of any applicable codes, ordinances, statutes, or other governmental regulations, and that any titles and ownership to any property are assumed to be good and marketable. Any existing liens and encumbrances have been disregarded.
3. Possession of this report or a copy thereof does not imply any right of publication or use for any purpose, without the express permission of the Consultant and the Client to whom the report was issued. Loss, removal or alteration of any part of a report invalidates the entire appraisal/evaluation.
4. The scope of any report or other correspondence is limited to the trees and conditions specifically mentioned in those reports and correspondence. The Consultant assumes no liability for the failure of trees or parts of trees, either inspected or otherwise. The Consultant assumes no responsibility to report on the condition of any tree or landscape feature not specifically requested by the named client.
5. No tree described in this report was climbed, unless otherwise stated. The Consultant cannot take responsibility for any defects, which could only have been discovered by climbing. A full root crown examination (RCX), consisting of excavating the soil around the tree to uncover the root crown and major buttress roots was not performed unless otherwise stated. We cannot take responsibility for any root defects, which could only have been discovered by such an inspection.
6. The Consultant shall not be required to provide further documentation, give testimony, be deposed, or attend court by reason of this appraisal/report unless subsequent contractual arrangements are made, including payment of additional fees for such services as described by the consultant or in the fee schedules or contract.
7. The Consultant offers no guarantees or warranties, either expressed or implied, as to the suitability of the information contained in the reports for any purpose. It remains the responsibility of the client to determine applicability to his/her particular case.
8. Any report and the values, observations, and recommendations expressed therein represent the professional opinion of the Consultant, and the fee for services is in no manner contingent upon the reporting of a specified value nor upon any particular finding to be reported.
9. Any photographs, diagrams, graphs, sketches, or other graphic material included in any report, being intended solely as visual aids, are not necessarily to scale and should not be construed as engineering reports or surveys, unless otherwise noted in the report. Any reproductions of graphs material or the work product of any other persons is intended solely for the purpose of clarification and ease of reference. Inclusion of said information does not constitute a representation by the Consultant as to the sufficiency or accuracy of that information.
10. This report has twenty (20) pages and shall be considered a whole, no sections are severable, and the report shall be considered incomplete if any pages are missing. The original report has color illustrations. If the reader has a black and white copy the report shall be considered incomplete, and any interpretation of the report may be incorrect in the absence of a full color copy. Ned Patchett Consulting, Inc. accepts no responsibility for any such misinterpretations.

To: Connor Hochleutner
From: Beth Benjamin and John Durrett
Re: Use permit/Kathleen Liston/801 Hermosa Way
Date: Aug. 23, 2024

Dear Mr. Hochleutner,

We are writing to submit comments on the application for a use permit at 801 Hermosa Way. We live at 777 Hermosa Way, the property immediately to the southeast.

We have four related concerns that we would like the City to take into consideration when evaluating the proposed development.

- 1) **First and foremost is the protection of six heritage trees along the eastern border of the property.** There are four very large coastal redwood trees and two coast live oaks running along the property line—we believe all of these trees are on our property and we have maintained them at considerable expense for the past 15 years. In addition, there is a very, very large redwood tree at the rear of our property that is not currently reflected on the plans submitted by the applicant. The tree protection zone (TPZ) for this tree also extends into the building envelope proposed for the ADU.

The tree diameter estimates for the heritage trees along the border have only been approximated in the plans submitted by the applicant. Because of the significant liability that these trees would present to all the surrounding homes (to the south, west, and east) if they were to be damaged, we are submitting an independent arborist report with the correct measurements of each tree's diameter and optimal tree protection zones (TPZ). This report was completed initially in 2022 and updated on Aug. 15, 2024 by Ned Padgett, a certified arborist approved by the City of Menlo Park, using commonly accepted arboricultural standards. It uses Menlo Park's preferred 10X TPZ calculations and many of the calculations differ from the estimates submitted by the applicant's arborist. In addition, the estimated values of the trees along the border differ substantially, with the estimates provided by our arborist in 2022 exceeding those provided in the applicant's report. We ask that you use Aug. 15 report conducted onsite by our arborist as a more accurate record when reviewing the development plans.

Because these trees are large and mature, damage to their root structure would create a significant risk to the neighboring homes to the south, east, and west of the proposed construction. Given the damage that could result from harming these trees, we ask the city to consider whether there are modifications that can be made to reduce the overall impact of the site plan on the trees along this border. According to our arborist, cutting/damaging roots on the development site could harm the structural integrity of any one of these trees and, if they were to fall, they would most likely fall away from the root damage toward one of the neighboring houses. Because four of the five coastal redwoods sit approximately 16 feet from our one-story home, the risk to us is particularly acute. We want to be very clear about the liability the City will be assuming *if it does not properly follow and enforce the rules it has established for*

preserving heritage trees and protecting surrounding property from the impact of approved construction. If these trees should be damaged by construction approved by the City, in contradiction to the TPZ standards the City has established, we will pursue legal action against the City for failing to follow and enforce its stated codes and ordinance. We are submitting this certified arborist report and alerting you to our concerns during the planning process, to ensure the proper precautions are taken when determining site design, construction plans, civil engineering, landscape plans, and oversight of the construction process.

We appreciate the care the architect is taking to consider various options for the site plan. In general, we agree with the decision to move the driveway and garage to the center or further away from the trees to minimize impact on the redwood trees. We were advised by the City 12 years ago not to pave our driveway to minimize impact on the trees and we have followed the City's suggestions. We would encourage this as an option for the new residence as well.

We do not oppose removal of the large deodar cedar at the front of the property. We also do not oppose locating the main ADU structure at the southeast corner, as long as it is located at a sufficient distance from the heritage coast live oaks to minimize damage to the trees. We *do* have concerns about the location of the attached outdoor kitchen and fireplace, as detailed below:

- 2) **Cumulative impact of two structures (home+ADU), hardscape, and construction on tree 8 (large redwood).** While we recognize that some impact will be necessary to build a large home on the lot, and the main house will likely have to encroach into some of the TPZ for this tree (and others), we are concerned about the *total* impact of the home, the pool, the hardscape, and the proposed covered patio cumulatively on the full root structure of this single tree. Because the positioning of the new home will inevitably have to encroach into some of the TPZ, we believe efforts should be made to limit the overall impact on this tree by minimizing the impact of other structures on the property, such as the ADU. Specifically, the placement of the paved covered area off the ADU, with a barbeque and fireplace, creates additional impact that is unnecessary and could be avoided. Having an outdoor fireplace this close to a large, mature redwood tree also concerns us. This could be resolved by moving the covered structure to the rear of the property, extending from the ADU along the rear border (the owner could remove a small multi-stemmed tree near the proposed ADU) or to the rear of the main home.

Please note: Based on conversations with the State of California's Housing and Community Development Office (HCD), we were informed that HCD's interpretation of the ADU regulations is that covered structures attached to ADUs *should be included* as living area and counted within the square footage calculations/FAL. As such, given the proposed size of this ADU, the City would have discretionary review.

- **Impact of PG&E trenching and other civil engineering requirements on trees 5, 6, 7, 8 (large redwood trees) and 23, 24 (coast live oaks).** We have not yet seen the civil engineering plans and would like to request them when available.

PG&E has damaged trees throughout the community and is notoriously indiscriminate in its concern for the environment and tree care. If the ADU is to be relocated from the existing location to the SE border/corner of the property, PG&E trenching must be routed well outside of the TPZ's for these trees. Given tree 8's TPZ is 50 feet, the trenching may need to come from the other side of the property (and when considering the pool's placement). In addition, coast live oaks are also quite sensitive to construction impact, so we would urge the trenching to stay outside the 15-foot TPZ for tree 24

- **Impact of landscape plans on trees 5, 6, 7, 8, 23, 24.** Similarly, we have not seen detailed landscape plans. As we describe below, we believe removing and replacing the existing trees along the border, on the applicant's property, risks additional root damage for these maturing heritage trees.

3. Preserve existing screening along eastern border to maintain privacy. As we have communicated to the applicant, we have a very strong preference for maintaining the existing 20-foot screening hedge between the two properties. The existing screening is mature and would take a decade to grow back if removed. It sits below four mature redwood trees, so removing it and excavating to replant new trees or shrubs to replace it (e.g., 24" boxes) would create further risk to the root structure of the mature redwoods and oaks. According to our arborist, new trees would have to be positioned around the existing root structure of the heritage redwood trees, which would likely mean the new trees would *not* provide consistent screening between the two properties, as the existing hedge already does. We have maintained this hedge for many years because the previous owners of the property were not in a position to. According to our arborist, with the proper care, it can continue to thrive and it provides dense screening that would be difficult to replicate.

4. Re-evaluate second story balcony

If the existing 20-foot hedges and trees to the east and west are maintained, viewing into neighboring yards/homes from the proposed balcony may be screened. However, if the development requires removal of trees or hedges along the east and west borders, the second story balcony may infringe on the privacy of both neighbors. Again, we encourage the existing screening to be maintained, or we would urge the removal of the balcony.

We respectfully raise these concerns during the planning process so that appropriate actions can be taken to mitigate these issues before plans are approved.

Thank you.

Hochleitner, Connor D

From: Martha Bacon <mhabacon@gmail.com>
Sent: Wednesday, November 13, 2024 11:30 AM
To: Hochleitner, Connor D
Subject: re: 801 Hermosa Way

CAUTION: This email originated from outside of the organization. Unless you recognize the sender's email address and know the content is safe, DO NOT click links, open attachments or reply.

Dear Mr. Hochleitner,

I am writing to you in regards to 801 Hermosa Way. As I will be out of town on Monday when the planning commission is in session, I would like to voice some concerns I have in regards to these plans. I live across the street at 790. My biggest concern is for the trees, specifically the four large redwoods that are on the edge of the property bordering 777 Hermosa which is directly across the street from me. In reviewing the plans, I am worried that there is too much construction too close to these trees. There is no reason that construction of the ADU and the outdoor living space cannot be moved farther away or to a different part of the property. The trees are majestic and in terrific shape. They don't need to be compromised... the plans should be changed. I also don't understand why the deodor cedar needs to be removed. It sits at the front of the property, certainly not impinging on any part of the new construction. Its removal will leave a tremendous open space. Any new tree planted to replace this heritage tree will certainly take well beyond my lifetime to grow and mature into a beautiful tree. I have lived on this street for over 30 years. My husband and I built our home and went through the ringer with the planning commission to get our plans approved. It sure seems now that every regulation placed on these lots is ignored and variances are granted. I do hope you will consider the seriousness of this request. The trees are irreplaceable.

Thank you.

Martha Bacon
790 Hermosa Way
650-387-5633



STAFF REPORT

Planning Commission

Meeting Date:

11/18/2024

Staff Report Number:

24-049-PC

Public Hearing:

Consider and adopt a resolution to approve a request for a use permit revision and architectural control revision for minor alterations to the entry doors and main entry portico on the north elevation of an existing two-story office building located in the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district at 2800 Sand Hill Road, and 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 a use permit revision and architectural control revision for minor alterations to the north elevation of an existing two-story office building located in the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district, at 2800 Sand Hill Road, and determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. The proposed alterations include updating the entry doors and main entry portico, which would result in no increase in gross floor area (GFA). The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

All use permit and architectural control requests are considered individually. The Planning Commission should consider whether the required use permit findings identified in Menlo Park Municipal Code Section 16.82.030 can be made for the proposed project. Additionally, the Planning Commission should also consider whether the required architectural control findings identified in Menlo Park Municipal Code Section 16.68.020 can be made for the proposed project. The City's General Plan includes a number of goals and associated policies used to implement those goals that may be considered in evaluating the proposed project, including:

- Goal LU-1: Promote the orderly development of Menlo Park and its surrounding area;
- Goal LU-4: Promote and encourage existing and new business to be successful and attract entrepreneurship and emerging technologies for providing goods, services amenities, local job opportunities and tax revenue for the community while avoiding or minimizing potential environmental and traffic impacts;
- Policy LU-4.3: Mixed Use and Nonresidential Development (Limit parking, traffic, and other impacts of mixed-use and nonresidential development on adjacent uses, and promote high-quality architectural design and effective transportation options); and
- Policy LU-4.5: Business Uses and Environmental Impacts (Allow modifications to business operations

and structures that promote revenue generation uses for which potential environmental impacts can be mitigated).

Background

The subject property is located at 2800 Sand Hill Road, east of the junction of Interstate 280 and Sand Hill Road, in the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district. The site contains an existing commercial office building that was constructed in 1993. A surface parking lot generally surrounds the building. A location map is included as Attachment B.

The Sharon Heights neighborhood is located to the north, containing a mixture of lower density residential zoning, including properties that are zoned R-1-S (Single Family Suburban Residential). To the immediate west and east, several commercial offices are located along the northern side of Sand Hill Road that are zoned C-1-C (Administrative, Professional and Research, Restrictive), and the Rosewood Sand Hill hotel and office complex is located along the southern side of Sand Hill Road, zoned C-4(X) (General Commercial – Conditional). Farther west, the Sharon Heights Golf and Country Club is located at 2900 Sand Hill Road, and is zoned OSC (Open Space and Conservation). The SLAC National Accelerator Laboratory is also located farther south of Sand Hill Road, in unincorporated San Mateo County.

Analysis

Project description

The applicant is requesting to make exterior modifications to the front and interior courtyard façades of a northern suite of the building that would enclose an existing entry portico and result in an increase in GFA. The applicant proposes interior renovations to reduce gross floor area by an equal amount, resulting in a net zero change in overall building GFA. The work would generally be obscured from view along the closest public right-of-way due to site topography, other areas of the building footprint, and a significant amount of trees and landscaping. In addition, the City Arborist has confirmed that there are no heritage trees in the vicinity of the proposed project.

Zoning conformance and gross floor area (GFA)

The site is within the C-1-C (Administrative, Professional and Research District, Restrictive) zoning district. The proposed project is in compliance with the C-1-C development regulations codified in Municipal Code section 16.36.030. The proposed project includes no change to existing conditions for lot area, lot dimensions, required yards, or height of structures, but is proposing modifications to the existing GFA to maintain the current floor area ratio (FAR), and thus remain under the maximum FAR. The specific zoning metric that is affected by the proposed project. This FAR metric is discussed below.

- The FAR for a nonresidential development shall not exceed twenty-five percent (25%).
 - The site's existing FAR is 24.99 percent (a 64,411 square-foot building and 914-square-foot detached exercise room on a 261,360-square-foot lot). The conversion of the portico area to conditioned space would be seen as an addition of 266 square feet, and with the proposed interior modifications within the suite, this area would be offset by a 266-square-foot reduction, thus resulting in no change in GFA or exceedance of the FAR. The project would be in conformance with this development standard.

As stated earlier, the changes occurring at the portico would result in an increase in GFA of 266 square feet. On both floors of the suite, the following interior modifications would be made to create areas exempt from GFA, per Section 16.04.325 (C) of the Zoning Ordinance, in order to offset the 266-square-foot increase from the portico's enclosure:

- Creating a utility room on the first floor;
- Creating one vent shaft on the first floor;
- Creating a voided and inaccessible area behind a banquet seating area, which would create a void in that space for the full floor height, and would feature no access for the full floor height, no conditioned air, no windows or skylights, and no electricity;
- Expanding an open atrium area on the second floor;
- Creating one vent shaft on the second floor; and
- Creating a voided plumbing space behind a remodeled bathroom on the second floor.

Areas that would qualify as exempt from GFA need to meet specific criteria, based on Section 16.04.325(C) of the Zoning Ordinance. In the case of the proposed project, the following specific exemptions are being requested:

- Section 16.04.325(C)(1): Areas of a building or buildings that are designed as nonuseable or nonoccupiable space with unfinished walls, floors and ceilings, not to exceed three percent (3%) of the maximum allowed gross floor area of the lot, which would apply to the void areas behind the banquet seating and in the remodeled bathroom;
- Section 16.04.325(C)(2): Areas of a building or buildings dedicated to the enclosure of noise-generating equipment, such as building mechanical equipment and generators, not to exceed one percent (1%) of the maximum allowed gross floor area of the lot, which would be applicable to the creation of a utility room on the first floor; and
- Section 16.04.325 (C)(5): Vent shafts, such as building mechanical air ducts and chimneys.

For the site as a whole, the maximum GFA is 25 percent, or 65,340 square feet. Sections 16.04.325(C)(1) and 16.04.325(C)(2) of the Zoning Ordinance allow for up to three percent and one percent of the maximum GFA to be exempted, respectively. Three percent of the maximum GFA is 1,960.2 square feet, and one percent of the maximum GFA is 653.4 square feet. The amounts of GFA that would be newly exempted as a result of the proposed project per Sections 16.04.325(C)(1) and 16.04.325(C)(2) would be 111 square feet and 98 square feet, respectively, which would be nominal increases to those exempted areas and would not result in an exceedance of the maximum allowable exemptions for the site. For areas of the building outside the scope of this project, the applicant has assumed that all area is included in the calculation of GFA and no exemptions have been included. As a result, the entire building and the project suite would be in compliance with the overall maximum GFA allowed.

Design and materials

The proposed exterior modifications involve the following actions:

- Removing a set of four aluminum doors and one metal window along a southeastern-facing portion of the northern wing of the building, and replacing the five features with four aluminum windows that would match the size, color and materials of the existing window panels throughout the building. Stucco would be applied beneath the new windows to match the existing stucco type and color of the rest of the building.
- Along the northernmost elevation for the building, there is an existing two-story entry portico that is approximately 266 square feet in size. The applicant is proposing to remove a balcony on the second floor approximately 260 square feet in size and enclose it in line with the building's primary façade. The portico would feature a new two-story curtain wall, inset approximately four feet from the exterior wall of

the portico, which would convert the area into conditioned space.

The proposed project involves no changes to the landscaping or hardscaping outside of the building, or around the project site. Staff believes that the proposed changes are appropriate for the affected façades of existing office building, and would be compatible with the rest of the building architecture. The façade involving the replacement of a door system with windows would involve materials, colors, and a style that would match the patched stucco walls and aluminum-framed windows throughout the building. The portico modifications, which include wood framing along the portico perimeter and a steel framed curtain wall at the entry façade, would provide an update to a prominent entrance while remaining compatible with the existing building as a whole.

In addition, the proposed modifications would be consistent with Goal LU-1, as the development is an orderly renovation for the site, and Goal LU-4, as the renovations would provide some modern façade updates to the building to promote new business growth in the City. The project would be consistent with Policy LU-4.3, for promoting high-quality architectural design.

Correspondence

Staff has not received any correspondence as of the writing of this report. However, the applicant states in the project description letter that they contacted representatives for the 2882-2884 Sand Hill Road property, and no one has expressed concern with the proposed work.

Conclusion

Staff believes that the proposal meets the development standards of the zoning district. There is no change in use and no change in gross floor area. In addition, all proposed work would generally not be visible from the public right-of-way. Staff believes that the proposed improvements are consistent with the design of the existing commercial office building. Further, the proposed project involves no changes to the landscaping or hardscaping outside of the building, or around the project site, and the proposed renovations to the building would remain compatible with the existing building as a whole. In addition, the proposed project would be consistent with the zoning requirements for the site and the General Plan. 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

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. 2024-0XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING A REQUEST FOR A USE PERMIT REVISION AND ARCHITECTURAL CONTROL REVISION FOR MINOR ALTERATIONS AT AN EXISTING TWO-STORY OFFICE BUILDING LOCATED AT 2800 SAND HILL ROAD

WHEREAS, the City of Menlo Park (“City”) received an application requesting a use permit revision and architectural control revision to allow for minor alterations at an existing two-story office building located within the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district (collectively, the “Project”), from Laurie Shepard (“Applicant”) and Sand Hill Oak Partners (“Owner”), located at 2800 Sand Hill Road (APNs 074-260-690 and 074-260-700) (“Property”). The Project use permit revision and architectural control revision 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 Project would include exterior modifications to the front and interior courtyard façades of a northern suite of the building that would enclose an existing entry portico and result in an increase in gross floor area; and

WHEREAS, to remain in compliance with the maximum floor area ratio (FAR) for the project site, the Project would reduce gross floor area by an equal amount, resulting in a net zero change in overall building gross floor area, through the conversion of existing gross floor area to exemptions from the calculation of gross floor area by creating a utility room, two inaccessible voided areas, and vent shafts, and expanding an open atrium area; and

WHEREAS, the Property is located in the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district, which supports professional, administrative, and executive offices; and

WHEREAS, the proposed Project complies with all standards of the C-1-C zoning district; and

WHEREAS, the findings and conditions for the use permit and 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 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 November 18, 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. 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 revision to allow for minor alterations to an existing two-story office building is granted based on the following findings, which are made pursuant to Menlo Park Municipal Code Section 16.82.030:

1. That the establishment, maintenance, or operation of the use applied for will, under the circumstance of the particular case, not be detrimental to the health, safety, morals, comfort, and general welfare of the persons residing in the neighborhood of such proposed use, or injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city because:
 - a. Consideration and due regard were given to the nature and condition of all adjacent uses and structures, and to general plans for the area in question and surrounding areas, and impact of the application hereon; in that, the proposed use permit is consistent with the C-1-C zoning district and the General Plan because office buildings are allowed to be constructed and maintained subject to granting of a use permit.
 - b. The proposed Project would maintain the existing office use on site, and there would be no net change in gross floor area or expansion above the

maximum floor area ratio for the site, upon completion of the modifications to the tenant space within the building.

- c. The proposed Project is designed to meet all the applicable codes and ordinances of the City of Menlo Park Municipal Code and the Commission concludes that the Project would not be detrimental to the health, safety, and welfare of the surrounding community as the Project would maintain the office use.

Section 3. 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 to allow for minor alterations to an existing two-story office building 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 improvements are consistent with the design of the existing building, and all proposed work would generally not be visible from the public right-of-way.
2. That the development will not be detrimental to the harmonious and orderly growth of the city; in that, the Project contains a request to allow for minor exterior modifications to an existing office building. The Project's design continues to be generally consistent with all applicable requirements of the City of Menlo Park Municipal Code. The General Plan land use for the Property, Commercial Offices, 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 limited minor changes to the façades along a northern portion of the building and within an interior courtyard. The proposed Project would continue being used as an existing office building, 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 Sharon Heights 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 4. Conditional Use Permit. The Planning Commission approves Use Permit No. PLN2024-00032, 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. PLN2024-00032, 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 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 November 18, 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 November, 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

SEQUOIA CAPITAL MENLO PARK PLAN CHECK COMMENTS

OCTOBER 29, 2024
PW PROJECT #492250.004

2800 SAND HILL ROAD
MENLO PARK, CALIFORNIA, 94025

ISSUE FOR BUILDING PLAN CHECK COMMENTS DOCUMENTS

Perkins&Will

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www.perkinswill.com

FACILITY	OWNER	ARCHITECT	PROJ. MGMT.	STRUCTURAL	MEP	CIVIL	LANDSCAPING	CONTRACTOR			CITY OF MENLO PARK	
	SEQUOIA CAPITAL 2800 SAND HILL RD., MENLO PARK, CA 94025 650.383.7216 (TEL) CONTACT: STACEY GERBER gerber@sequoia.com	PERKINS & WILL 2 STREET ST., SUITE 300 415.863.3000 (TEL) CONTACT: TIM MURPHY Timothy.Murphy@perkinswill.com	CANOPY PROJECT MANAGEMENT 415.360.5400 (TEL) CONTACT: DOUG BARBERO dbarbero@canopypm.com	REG 169 Park Street, Suite 150, San Francisco, CA 94111 415.347.8477 (TEL) CONTACT: JOSEPH CAMAJAN joseph.j.camajan@regcorp.com				DEVCON CONSTRUCTION 600 GERRARD DRIVE, MILPITAS, CA 95035 408.964.5638 (TEL) CONTACT: ZACH LAWTON	SALTER 138 Sutter Street, Floor 3, San Francisco, CA 94104 415.413.5447 (TEL) CONTACT: ERIC YEE eyee@salter-llc.com			CITY OF MENLO PARK DEPARTMENT: BUILDING DIVISION 700 LAUREL ST., MENLO PARK, CA 94025 650-326-6900 (TEL)

GENERAL PROJECT NOTES	BUILDING INFORMATION	INDEX OF DRAWINGS	KEY PLAN / OVERALL PLAN																																																																																																																																																																				
<p>1. AMERICAN DISABILITIES ACT, 2010 CFR, PART 36 HAS BEEN REVIEWED. THE DESIGN SUBMITTED FOR THE BUILDING PERMIT SUBSTANTIALLY CONFORMS TO THESE REGULATIONS.</p> <p>2. ALL DIMENSIONS INDICATED ON THE PLANS AS "MINIMUM" OR "1/4" ARE DIMENSIONS THAT ARE EXPECTED. IF CONFLICTS OCCUR UPON VERIFICATION, NOTIFY THE CLIENT'S AGENT IMMEDIATELY.</p> <p>3. ALL DIMENSIONS NOTED AS "CLEAR" OR "CLF" ARE MINIMUM REQUIRED DIMENSIONS AND ALL DIMENSIONS NOTED AS "CLEAR" OR "CLF" ARE MINIMUM REQUIRED DIMENSIONS AND CLEARANCES MUST BE ACCURATELY MAINTAINED.</p> <p>4. CONTRACTOR SHALL PATCH AND REPAIR ALL FIRE-ROOFING DAMAGE INCURRED DURING CONTRACTOR SHALL PATCH AND REPAIR ALL FIRE-ROOFING DAMAGE INCURRED DURING DEMOLITION AND/OR CONSTRUCTION. CONTRACTOR SHALL FIREPROOF AS REQUIRED BY CODE ALL NEW AND EXISTING PENETRATIONS GENERATED BY THE WORK DESCRIBED IN THESE DOCUMENTS.</p> <p>5. EXECUTE WORK IN ACCORDANCE WITH ANY AND ALL APPLICABLE CODES, MANUFACTURER'S RECOMMENDATIONS, AND TRADE REFERENCE STANDARDS. INCLUDING BUT NOT LIMITED TO: IRC, BUILDING CODE, SBC, NEC, SFC, NRC, NFPA, ASME, ASHRAE, UNIL, ANEL, FIRE AND SAFETY CODES, STATE TITLE AND ADMINISTRATION'S CODES, LOCAL CODES, AMENDMENTS, AGENCIES WITH DISABILITIES ACT, AND OTHER APPROPRIATE REGULATORY AUTHORITIES' LATEST ENFORCED EDITIONS.</p> <p>6. THE CONTRACTOR SHALL "THOROUGHLY" CLEAN PROJECT SITE AFTER CONSTRUCTION IS COMPLETE.</p> <p>7. CONTRACTOR SHALL PROVIDE PROTECTION TO ALL EXISTING EQUIPMENT AND FINISHES SCHEDULED TO REMAIN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE CAUSED THEREIN DURING CONSTRUCTION.</p> <p>8. ALL FINISHED DIMENSIONS ARE PRELIMINARY UPON REQUIRED OPENINGS. EQUIPMENT SIZES, ETC. IF ANY DISCREPANCIES OCCUR, NOTIFY CLIENT'S AGENT IMMEDIATELY.</p> <p>9. CHANGES IN FLOOR GRADE GREATER THAN 1/4" OVER ANY MEASURABLE DISTANCE TO BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR. LESSOR CHANGES IN FLOOR GRADE TO BE THE RESPONSIBILITY OF FLOORING CONTRACTOR.</p> <p>10. THE CONTRACTOR SHALL BURNISH A SYSTEM OF TEMPORARY LIGHTS AND WATER THROUGHOUT THE SPACE UNDER CONSTRUCTION IF REQUIRED.</p> <p>11. DO NOT SCALE DRAWINGS. DIMENSIONS SHALL GOVERN. DETAILS SHALL GOVERN OVER PLANS AND ELEVATIONS.</p> <p>12. CONTRACTOR TO PROVIDE STRICT CONTROL OF JOB CLEANING AND PREVENT DIRT, NOISE, AND ODORS FROM OBSTACLING FROM CONSTRUCTION AREA. THE SITE DUE TO THE WORK.</p> <p>13. THE CONTRACTOR SHALL REMOVE ALL TRASH AND WASTE MATERIALS FROM THE SITE DUE TO THE WORK.</p> <p>14. THE CONTRACTOR SHALL PROVIDE A PROPER SITE BARRICADE/STORAGE FOR BUILDINGS AS REQUIRED BY ABO/DOCS.</p> <p>15. FOR THE FINISH MATERIALS ON THE CEILING, INTERIOR WALLS AND FLOORS, IN ACCORDANCE WITH THE IBC SECTION 803 & 804 THE MAXIMUM FLAME SPREAD SHALL NOT EXCEED THE LIMITS OF CLASS 1 AS NOTED IN THESE 803.3 FOR ALL ROOMS & ENCLOSED SPACES WITH A FULLY SPRINKLERED BUILDING WITH TYPE 1 OR 2. A 2.5 OCCUPANCY DESIGNATIONS. A CERTIFICATION OF MATERIALS SHALL BE REQUIRED TO PASS INSPECTION IN THE FIELD.</p> <p>16. EXIT SIGNAL, EMERGENCY LIGHTING AND FIRE EXTINGUISHERS TO BE FIELD VERIFIED BY THE FIRE INSPECTOR.</p> <p>17. CONTRACTOR IS NOT TO USE THE MAIN BUILDING LOBBY WITHOUT THE PRIOR CONSENT OF THE BUILDING OWNER.</p>	<p>OCCUPANCY CLASSIFICATION B OCCUPANCY, NO CHANGES PROPOSED</p> <p>CONSTRUCTION TYPE TYPE V - WITH SPRINKLERS, NO CHANGES PROPOSED</p> <p>PROJECT ADDRESS 2800 SAND HILL ROAD, MENLO PARK, CA</p> <p>*PARCEL INFORMATION: APN: 281-260-700 ZONING: C.I.C. SITE AREA: 261,360 SF STORIES: 2</p> <p>PROPOSED USE: OFFICE (NO CHANGE) 25% MAX FAR: 24.5% (NO CHANGE) 30 MAX REAR: 34' - 0" (NO CHANGE) 30 MAX PARKING: 260 STALLS (NO CHANGE) 25% MIN</p> <p>REGO. 25% MAX 30 MAX 25% MIN</p> <p>*NOTE: PARCEL INFORMATION FROM PREVIOUS PERMIT DATED MAY 2014. SEE SHEET 000-00 FOR RESPONSE.</p> <p>*NOTE 2: SEE SHEET 000-10 FOR REFERENCED PERMIT AREAS AND SHEET 001-00 FOR SPA DIAGRAMS AND TABLES.</p> <p>SCOPE OF WORK</p> <p>PROJECT INCLUDES MINOR ALTERATIONS TO EXISTING BUILDING EXTERIOR INCLUDING THE ADDITION OF A NEW 9 STORY CURTAIN WALL AT EXISTING ENTRANCE VESTIBULE (260 SF) AND THE EXCLUSION OF SHAFTS, PLUMBING WALLS AND UTILITY ROOMS. NO OTHER CHANGES TO THE EXISTING BUILDING.</p> <p>THE PROJECT ALSO INCLUDES REPLACEMENT OF EXTERIOR WINDOW AND DOOR TO MATCH EXISTING ADJACENT GLAZING AT THE INTERIOR COURTYARD.</p> <p>THE PROPOSED EXTERIOR CHANGES ALL FACE PRIVATE INTERIOR DRIVEWAY / COURTYARD SPACES AND ARE NOT VISIBLE FROM PUBLIC RIGHT OF WAY.</p> <p>IT ALSO INCLUDES THE PARTIAL TENANT IMPROVEMENT OF 1ST FLOOR, INCLUDING DEMOLITION OF EXISTING PARTITIONS, NEW NON-STRUCTURAL PARTITIONS AND GLAZING, NEW COATING AND CEILING, NEW FINISHES, NEW RESTROOMS, NEW BREAKROOM AREA, COORS AND HARDWARE ARE PROPOSED.</p> <p>THE PARTIAL CORE AND SHELL IMPROVEMENTS OF THE 1ST FLOOR INCLUDE THE DEMOLITION OF A BALCONY, BAL A NEW GLASS WALL TO MATCH EXISTING, NEW SHIRT SPACES AND A NEW PLUMBING WALL FOR FUTURE RESTROOMS.</p> <p>NO CHANGES TO OCCUPANCY OR USE ARE PROPOSED. NO SITE MODIFICATIONS OR LANDSCAPE CHANGES ARE PROPOSED.</p> <p>DEFERRED SUBMITTALS: DOCUMENTS TO BE SUBMITTED UNDER SEPARATE APPLICATION: FIRE PROTECTION SYSTEM (SPRINKLER) FIRE ALARM SYSTEM</p>	<p>Sheet Index</p> <p>ISSUE FOR PERMIT (17 OF 29) 10/29/2024 ISSUE FOR PLAN CHECK (18 OF 29) 10/29/2024 ISSUE FOR PLAN CHECK COMMENTS (19 OF 29) 10/29/2024</p> <table border="1"> <thead> <tr> <th>SHEET NUMBER</th> <th>SHEET NAME</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>01-GENERAL</td> <td></td> <td></td> <td></td> </tr> <tr> <td>000-01</td> <td>COVERSHEET</td> <td>*</td> <td>10</td> </tr> <tr> <td>000-02</td> <td>GENERAL NOTES</td> <td>*</td> <td>10</td> </tr> <tr> <td>000-01.1</td> <td>PATH OF TRAVEL - FOR REFERENCE ONLY</td> <td>*</td> <td>10</td> </tr> <tr> <td>000-04.1</td> <td>CALGREEN CHECKLIST</td> <td>*</td> <td>10</td> </tr> <tr> <td>000-04.2</td> <td>CALGREEN CHECKLIST</td> <td>*</td> <td>10</td> </tr> <tr> <td>000-04.3</td> <td>CALGREEN CHECKLIST</td> <td>*</td> <td>10</td> </tr> <tr> <td>000-31</td> <td>EXISTING ROOF PLAN - 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PROJECT

SEQUOIA
SEQUOIA CAPITAL
MENLO PARK PLAN
CHECK COMMENTS
2800 SAND HILL ROAD
MENLO PARK, CALIFORNIA,
94025



KEYPLAN



ISSUE CHART

NO.	ISSUE FOR PLAN CHECK COMMENTS	DATE	STATUS
1	ISSUE FOR PLAN CHECK COMMENTS	10/29/2024	OPEN
2	ISSUE FOR PERMIT	10/29/2024	OPEN
3	ISSUE FOR PLAN CHECK COMMENTS	10/29/2024	OPEN

Job Number: 492250.004
TITLE

COVERSHEET

SHEET NUMBER

G00-01

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1" = 30' - 0"

PROJECT

SEQUOIA 
 SEQUOIA CAPITAL
 MENLO PARK PLAN
 CHECK COMMENTS
 2800 SAND HILL ROAD
 MENLO PARK, CALIFORNIA,
 94025



KEYPLAN



ISSUE CHART

LEGEND

- EXTERIOR SCOPE OF WORK
- INTERIOR SCOPE OF WORK
- (E) ACCESSIBLE PATH OF TRAVEL
-  (E) DUAL ELECTRIC VEHICLE CHARGER

**EXISTING
 PARKING STALLS**

STANDARD	190
ACCESSIBLE	6
TOTAL	196

Note: No changes proposed to existing parking stalls.

ISSUE FOR PLANNING COMMENTS	10/20/2024
1 ISSUE FOR PLANNING COMMENTS	10/20/2024
1 ISSUE FOR PLANNING COMMENTS	08/27/2024
2 ISSUE FOR PLANNING COMMENTS	07/18/2024
ISSUE FOR PLANNING COMMENTS	05/15/2024

Job Number 492255-004
 TITLE

**PATH OF TRAVEL -
 FOR REFERENCE
 ONLY**

SHEET NUMBER

G00-03.1

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PROJECT

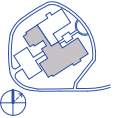
SEQUOIA 
 SCMP 2800 EXTERIOR

2800 SAND HILL RD.
 MENLO PARK
 CA, USA

SEQUOIA CAPITAL



PLAN



ISSUE CHART

ISSUE FOR PLANNING COMMITTEE	10.29.2024
3 - ISSUE FOR PERMIT	10.29.2024
7 - ISSUE FOR PLAN CHECK	10.10.2024
COMMENTS	OPEN

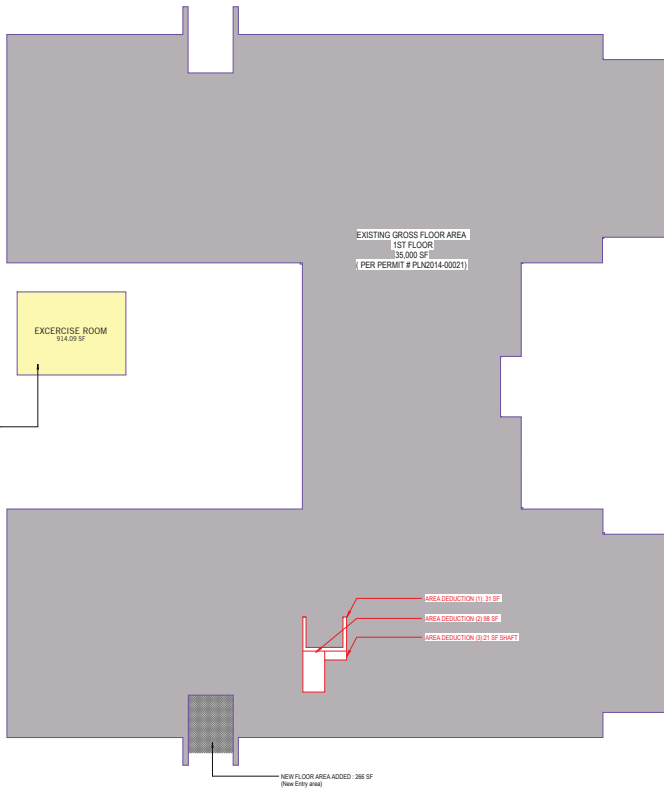
Job Number 492250 010
 TITLE

GROSS AREA CALCS

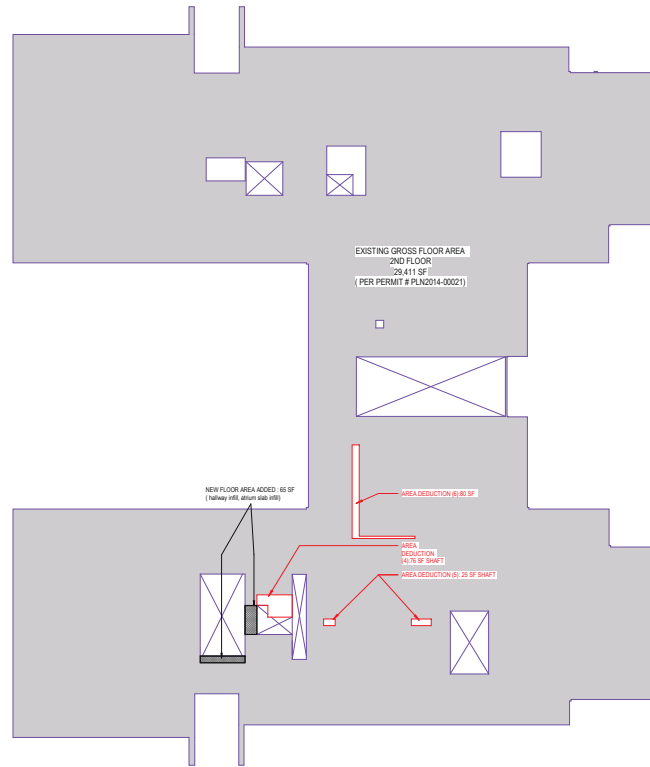
SHEET NUMBER

G01-02

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① LEVEL 01 GFA DIAGRAM
 SCALE 1/16" = 1'-0"



② LEVEL 02 GFA DIAGRAM
 SCALE 1/16" = 1'-0"

GROSS FLOOR AREA CALCULATIONS

EXISTING GROSS FLOOR AREA (PER PERMIT # PLN2014-00021)		
LEVEL	AREA	NAME
LEVEL 01 DETACHED	±914 SF	EXERCISE ROOM
LEVEL 01	+35,000 SF	GROSS FLOOR AREA 1ST FLOOR
LEVEL 02	+29,411 SF	GROSS FLOOR AREA 2ND FLOOR

PROPOSED GROSS FLOOR AREA		
LEVEL	AREA	NAME
LEVEL 01 DETACHED	±914 SF	NO CHANGES
LEVEL 01 GFA CHANGES	+35,000 SF	EXEMPTION AREAS (NEW SHAFTS, NEW UTILITY ROOM); 31SF-66SF+21SF= 150SF ADDITIONAL GFA (NEW ENCLOSED ENTRY AREA) = 266 SF
LEVEL 02 GFA CHANGES	+29,411 SF	EXEMPTION AREAS (NEW SHAFTS, NEW PLUMBING WALL); 76SF+25SF+80SF= 181 SF ADDITIONAL GFA = 65 SF
TOTALS		TOTAL EXEMPTION AREAS = 150SF + 181SF = 331SF TOTAL ADDITIONAL GFA = 266SF + 65SF = 331SF
PROPOSED TOTAL GFA	±65,325SF	PROPOSED TOTAL GFA = ±65,325SF + 331SF - 331SF = ±65,325SF

AREA DEDUCTIONS				
#	EIN*	TYPE	AREA	COMMENT
11	N	Non occupiable/Non useable space	31 SF	Concealed space behind banquet; 31 SqFt (excluded per 16.04.325(C)(1) Non occupiable/Non useable space)
22	N	Technical shaft	66 SF	Utility Room; 66 SqFt (excluded per 16.04.325(C)(2) for mechanical equipment utilized for the operation of the building)
13	N	Technical shaft	21 SF	Shaft; 21 SqFt (excluded per 16.04.325(C)(3) vent shaft
14	N	Technical shaft	76 SF	Shaft; 76 SqFt (excluded per 16.04.325(C)(3) vent shaft
15	N	Technical shaft	25 SF	Shaft; 25 SqFt (excluded per 16.04.325(C)(3) vent shaft
16	N	Non occupiable/Non useable space	80 SF	Concealed Space; 80 SqFt (excluded per 16.04.325(C)(1) Non occupiable/Non useable space at (N) plumbing chase for (F) Restrooms)

* EIN existing/new

Menlo Park Planning Code Section 16.04.325 (C)(1)
 (C) Gross floor area excludes the following features of a building that meet the criteria of subsection (A) of this section:
 (1) Areas of a building or building that are designed as non-occupiable or non-useable space with unfinished walls, floors and ceilings, and to exceed three percent (3%) of the maximum allowed gross floor area of the building, to qualify for this exclusion, such space must have less than 20' or more of the following characteristics: a floor-to-ceiling height that is less than 10' (10 feet); (2) rooms, similar rooms; i.e., the distance of the necessary physical space to provide a building code-compliant stair or door; unconditioned air (i.e., the air is neither heated nor cooled, nor windows or airights); and, no electricity. This exclusion may include areas of a building that would otherwise exceed the one percent (1%) maximum limitation as defined in subsection (C)(2) of this section.

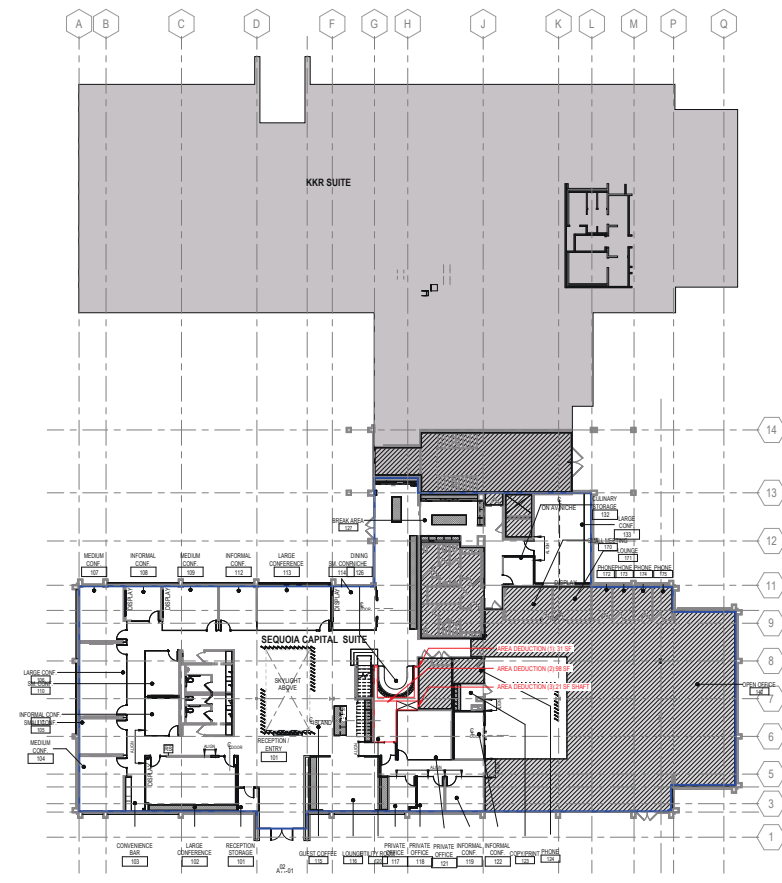
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FLOOR PLAN LEGEND

- NOT IN SCOPE, UNLESS OTHERWISE NOTED
- EXISTING PARTITION TO REMAIN
- NEW PARTITION
- (E) MILLWORK TO REMAIN
- (N) MILLWORK
- INTERIOR GLAZING REFER TO A&J SERIES FOR SCHEDULE - TO MATCH EXISTING SYSTEM
- SECTION
- DOOR & DOOR TAG - SEE DOOR SCHEDULE
- PARTITION TAG - SEE PARTITION TYPE SCHEDULE
- FRAMELESS GLAZING, 1/2" LAMINATED GLASS, U-CHANNEL, BASE AND RECESSED HEADER
- EXISTING GRID
- OUTLINE OF SEQUOIA CAPITAL SUITE

FLOOR PLAN NOTES BY NUMBER



1 CONSTRUCTION PLAN - LEVEL 01
 1/16" = 1'-0"

PROJECT

SEQUOIA

**SEQUOIA CAPITAL
 MENLO PARK**

2800 SAND HILL ROAD,
 SUITE #101
 MENLO PARK, CALIFORNIA,
 94025

KEYPLAN

ISSUE CHART

10/17/2024	ISSUE FOR PERMIT	KKR/JS/BC/K
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ISSUE FOR PLANNING COMMITTEE	10/23/2024
ISSUE FOR PERMIT	10/23/2024
ISSUE FOR PERMIT	10/23/2024
Job Number	492250-004
TITLE	

**CONSTRUCTION
 OVERALL PLAN - L1**

SHEET NUMBER

G01-03

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PROJECT

SEQUOIA 
 SEQUOIA CAPITAL -
 INVESTORS

2800 SAND HILL ROAD
 SUITE #201
 MENLO PARK, CALIFORNIA
 94025



KEYPLAN



ISSUE CHART

ISSUE FOR AN APPROVED COMMENT	DATE
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2	10/22/2024
3	10/22/2024
4	10/22/2024
5	10/22/2024

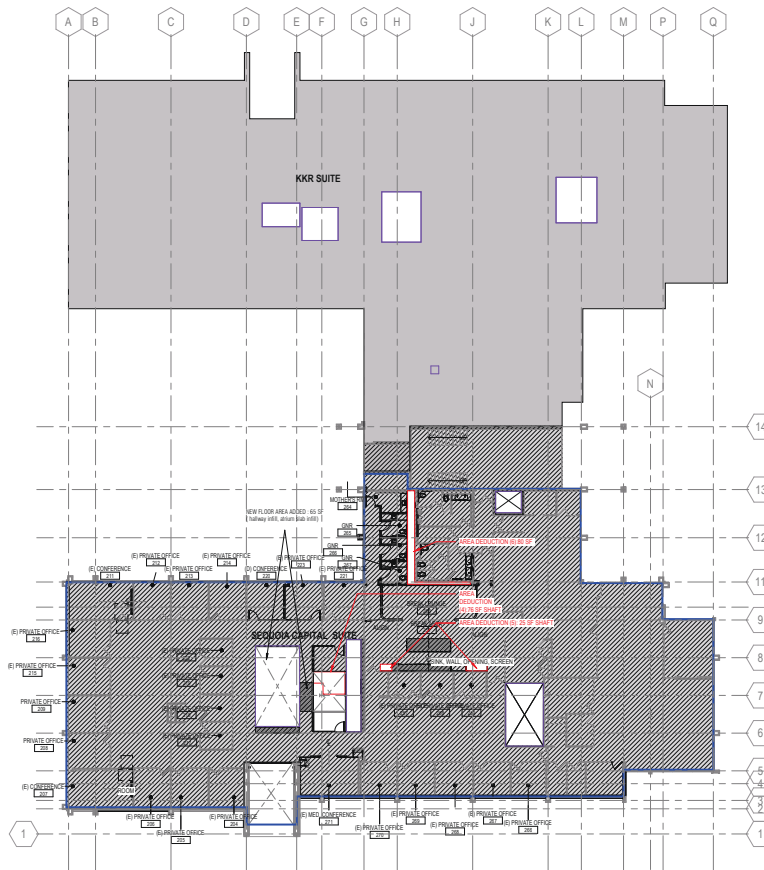
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**CONSTRUCTION
 OVERALL PLAN - L2**













SHEET NUMBER

G01-04

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FLOOR PLAN LEGEND

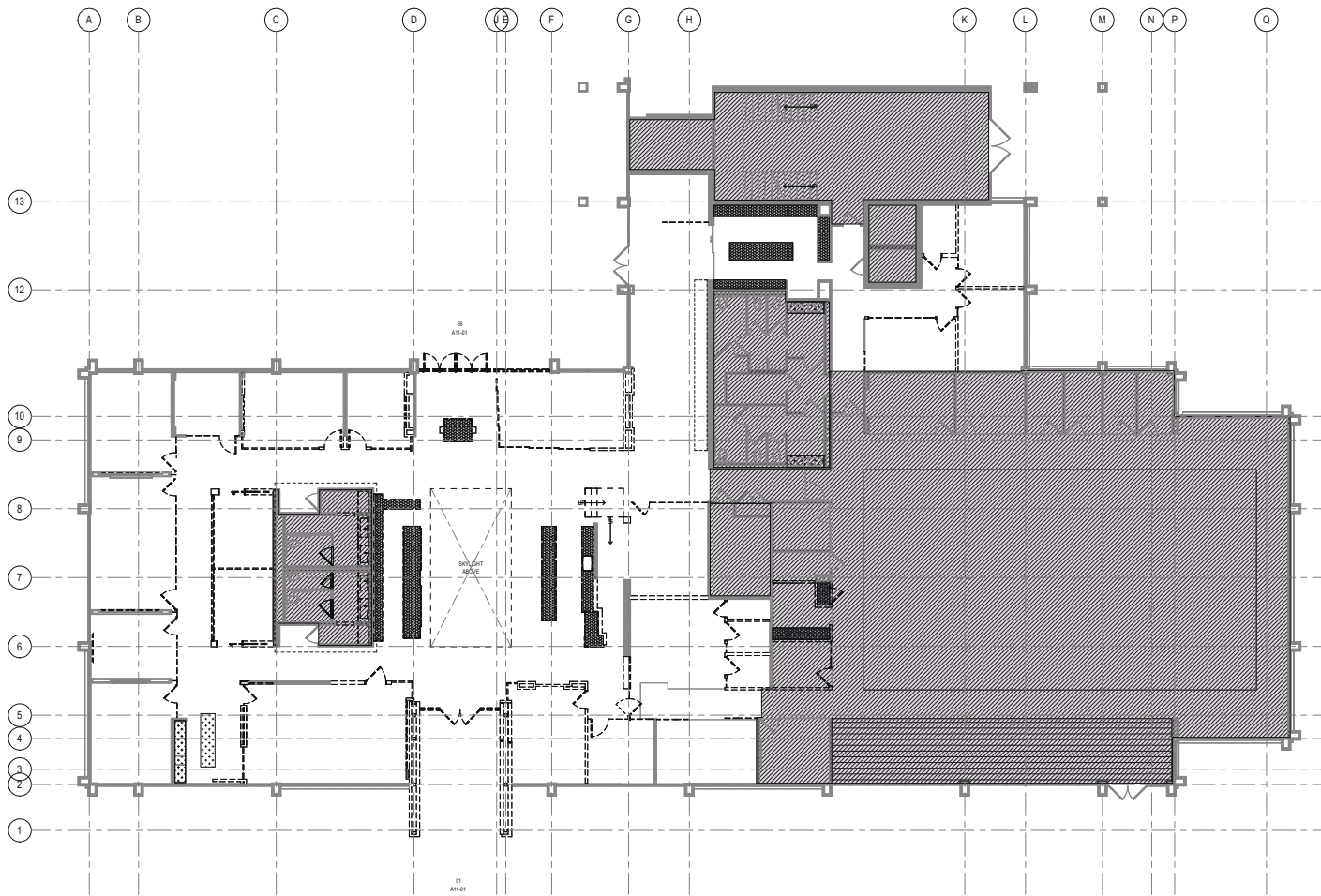
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-  NEW PARTITION
-  (E) MILLWORK TO REMAIN
-  (N) MILLWORK
-  INTERIOR GLAZING REFER TO A&S SERIES FOR SCHEDULE. TO MATCH EXISTING SYSTEM
-  SECTION
-  DOOR & DOOR TAG - SEE DOOR SCHEDULE
-  PARTITION TAG - SEE PARTITION TYPE SCHEDULE
-  FRAMELESS GLAZING, 1/2" LAMINATED GLASS, U CHANNEL BASE AND RECESSED HEADER
-  EXISTING GRID
-  OUTLINE OF SEQUOIA CAPITAL SUITE

**FLOOR PLAN
 NOTES BY NUMBER**

SECOND FLOOR TENANT IMPROVEMENT TO BE IMPLEMENTED IN A FUTURE PERMIT

1 LEVEL 02 - CONSTRUCTION PLAN
 1/16" = 1'-0"

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1 DEMOLITION PLAN - LEVEL 01
1/8" = 1'-0"

DEMOLITION GENERAL NOTES

1. CONSTRUCT TEMPORARY PARTITIONS AS REQUIRED BY PHASING TO MINIMIZE THE SPREAD OF DUST AND NOISE.
2. THESE DRAWINGS HAVE BEEN DEVELOPED FROM EXISTING DRAWINGS WHICH MAY NOT REFLECT ACTUAL FIELD CONDITIONS. VERIFY THESE DRAWINGS WITH EXISTING FIELD CONDITIONS AND NOTIFY THE ARCHITECT IMMEDIATELY OF DISCREPANCIES BETWEEN THEM AND ACTUAL CONDITIONS BEFORE PROCEEDING WITH CONSTRUCTION.
3. REPAIR ANY DAMAGED FIRE-RATED ASSEMBLIES TO THEIR ORIGINAL SPECIFICATION UFG.
4. REMOVE CONSTRUCTION AS INDICATED. TYPICAL WALL REMOVAL INCLUDES FINISHES AND MECHANICAL, PLUMBING AND ELECTRICAL SYSTEMS OBTAINED THEREON. CUT AND OR VERIFY SYSTEMS THAT EXTEND BEYOND AREA OF DEMOLITION. REMOVE COORDS, CABINETS, WINDOWS, FRAMES, AND OTHER FIXTURES AS REQUIRED. AFTER REMOVAL OF FIRE CHARGE, PATCH OVER IN FLOORS OR WALLS TO REPAIR TO MEET ORIGINAL FIRE PROTECTION - AND STRUCTURE REQUIREMENTS. PATCH, GRADE, WALLS, FLOORS AND CEILING, AND PREPARE SURFACE TO RECEIVE NEW FINISHES PER FINISH SCHEDULE OR PER FINISHER FINISH PLANS.
5. WHERE NEW FINISHES ARE TO BE INSTALLED ON TO REMAIN SURFACES, REMOVE THE EXISTING FINISH AND PREPARE THE EXISTING SURFACE TO RECEIVE THE NEW FINISH.
6. COORDINATE WITH THE OWNER ANY ITEMS TO BE STORED AND/OR RELOCATED.
7. SEE CIVIL, MECHANICAL, PLUMBING AND/OR ELECTRICAL DRAWINGS FOR SUBSTITUTION OF UTILITIES.
8. FOR EXIST AND LOCATION OF CHANNILING OF FLOOR SLABS, REFER TO MECHANICAL, PLUMBING, AND ELECTRICAL DRAWINGS. IF PILING OR CONCREIT WORK OTHER THAN THE DESIGED CONNECTION IS DISCOVERED WHILE CHANNILING, NOTIFY THE ARCHITECT BEFORE CONTINUING.
9. VERIFY THAT EXIST EXPOSURE IS MAINTAINED FOR ALL OCCUPIED AREAS OF THE BUILDING THROUGHOUT CONSTRUCTION.
10. ALL LIFE SAFETY DEVICES SHALL REMAIN ACTIVE DURING DEMOLITION AND CONSTRUCTION.
11. DEMOLITION WORK SHALL BE EXECUTED IN CONFORMANCE WITH ALL CODES AND AS SET FORTH BY ALL GOVERNING AUTHORITIES.
12. BRACE ALL STRUCTURES OR STRUCTURAL ELEMENTS AS NECESSARY DURING DEMOLITION.
13. DO NOT CUT ANY STRUCTURAL WORK WITHOUT PRIOR APPROVAL FROM THE STRUCTURAL ENGINEER.
14. THE BUILDING ENVELOPE SHALL BE MAINTAINED IN A WATER TIGHT CONDITION AT ALL TIMES.
15. REPLACE OR REPAIR ANY TO REMAIN FINISHES WHICH ARE DAMAGED DURING DEMOLITION (E.G. CEILING, GIRD, CEILING, THE WALL, COVERING, FLOOR COVERINGS, ETC.).
16. NOTIFY THE ARCHITECT IMMEDIATELY IF THE REMOVAL OF MECHANICAL, ELECTRICAL, PLUMBING SYSTEMS OR COMPONENTS WILL ADVERSELY AFFECT THE OPERATION OF MEP SYSTEMS OUTSIDE THE LIMIT OF DEMOLITION.
17. SCHEDULE ALL DEMOLITION WITH THE BUILDING ENGINEER AND PROPERTY OWNER.
18. ALL EXISTING ROLLER SHADERS TO REMAIN, UNLESS OTHERWISE NOTED.
19. CONSTRUCTION WASTE MANAGEMENT - PRODUCTS LOCATED IN SAN FRANCISCO:
 - SOILS OF RECYCLING MUST BE TRANSPORTED BY A REGISTERED TRUCKER TO A REGISTERED FACILITY AND BE PROCESSED FOR RECYCLING, IN COMPLIANCE WITH THE SAN FRANCISCO CONSTRUCTION AND DEMOLITION DEBRIS ORDINANCE.
 - REDIRECT CONSTRUCTION DEMOLITION & PACKAGING DEBRIS TO SOURCES OTHER THAN LANDFILL.
 - STEEL TUBES MAY RECYCLE.
 - REDIRECT PACKAGING DEBRIS BACK TO THE MANUFACTURER.
 - DONATE OR RECYCLE MATERIAL TO A RECLAMATION SITE OR NON-PROFIT CHARITY SUCH AS WARE DAT FOR HUMANITY.
 - SCHEDULE RECYCLING AREAS DURING DEMO FROM AND CONSTRUCTION.
 - CONTACT A REGIONAL CARPET RECLAMATION FACILITY FOR SALVAGE OF CARPETING.

DEMOLITION LEGEND

- CONSTRUCTION TO BE REMOVED
- ▨ AREA OUT OF SCOPE OF WORK
- ▩ EXISTING MILLWORK TO BE REMOVED
- ▧ EXISTING MILLWORK TO REMAIN - PROVIDE ALTERNATE FINISH TO REFRESH COUNTERTOPS, CABINET FACES AND HARDWARE

DEMOLITION NOTES BY NUMBER

- ☒ Indicates Sheet Keynote on Plan

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ELECTRICAL
 BE&K

PLUMBING
 BE&K

CONSTRUCTION
 DEVCON CONSTRUCTION
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PROJECT

SEQUOIA

SEQUOIA CAPITAL
 MENLO PARK
 2800 SAND HILL ROAD
 MENLO PARK, CALIFORNIA, 94025



KEYPLAN



ISSUE CHART

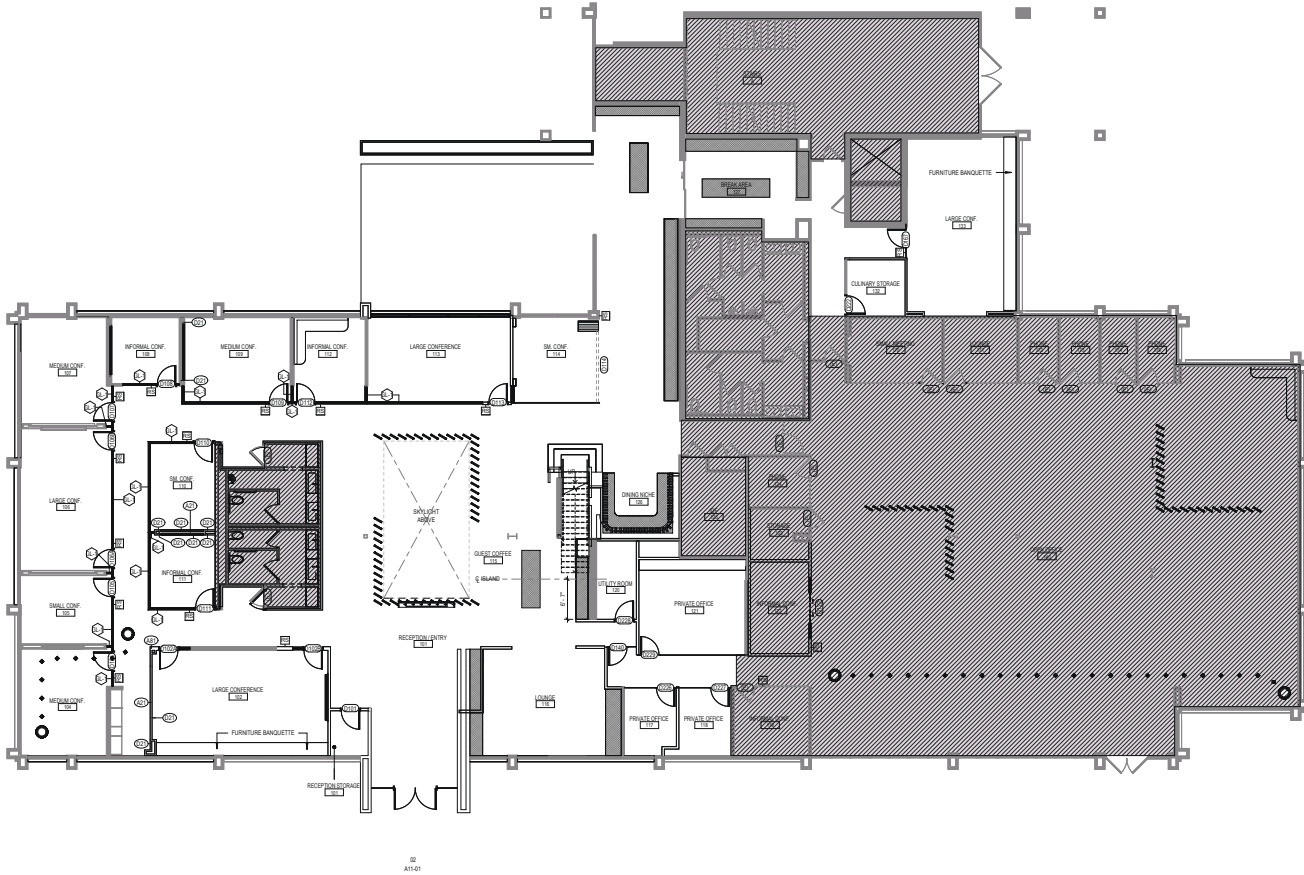
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2 - ISSUE FOR PLAN CHECK COMMENTS	12/27/2024
3 - ISSUE FOR PERMIT	01/19/2025

DEMOLITION PLAN - L1

SHEET NUMBER

A04-01.

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1 CONSTRUCTION PLAN - LEVEL 01
1/8" = 1'-0"

FLOOR PLAN GENERAL NOTES

1. PARTITION TYPES ARE SCHEDULED IN THE A11 SERIES.
2. ALL NEW PARTITIONS ARE TYPE A11 UNLESS NOTED OTHERWISE.
3. PARTITION DIMENSIONS ARE TO FACE OF GYPSUM BOARD UNLESS NOTED OTHERWISE.
4. DOOR DIMENSIONS ARE TO EDGE OF DOOR LEAF UNLESS NOTED OTHERWISE.

FLOOR PLAN LEGEND

- NOT IN SCOPE, UNLESS OTHERWISE NOTED
- EXISTING PARTITION TO REMAIN
- NEW PARTITION
- (E) MILLWORK TO REMAIN
- (N) MILLWORK
- INTERIOR GLAZING REFER TO A11 SERIES FOR SCHEDULE - TO MATCH EXISTING SYSTEM
- SECTION
- DOOR & DOOR TAG - SEE DOOR SCHEDULE
- PARTITION TAG - SEE PARTITION TYPE SCHEDULE
- GLAZING SYSTEM TAG - MODERNUS LUMINA, DUAL GLAZED STOREFRONT
- EXISTING GRID

FLOOR PLAN NOTES BY NUMBER

*** Indicates Sheet Keynote on Plan

Perkins+Will
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CONSULTANTS

ARCHITECT
PERKINS+WILL
160 PINE STREET, SUITE 300, SAN FRANCISCO, CA 94102

MERCHANDISE

MECHANICAL

ELECTRICAL


PLUMBING

CONSTRUCTION
DEVCON CONSTRUCTION
600 GIBBALTAR DRIVE, MALIBU, CA 90265


PROJECT

SEQUOIA
SEQUOIA CAPITAL
MENLO PARK
2800 SAND HILL ROAD
MENLO PARK, CALIFORNIA
94025

ISSUE FOR BUILDING PERMIT OCTOBER 17, 2024



KEYPLAN



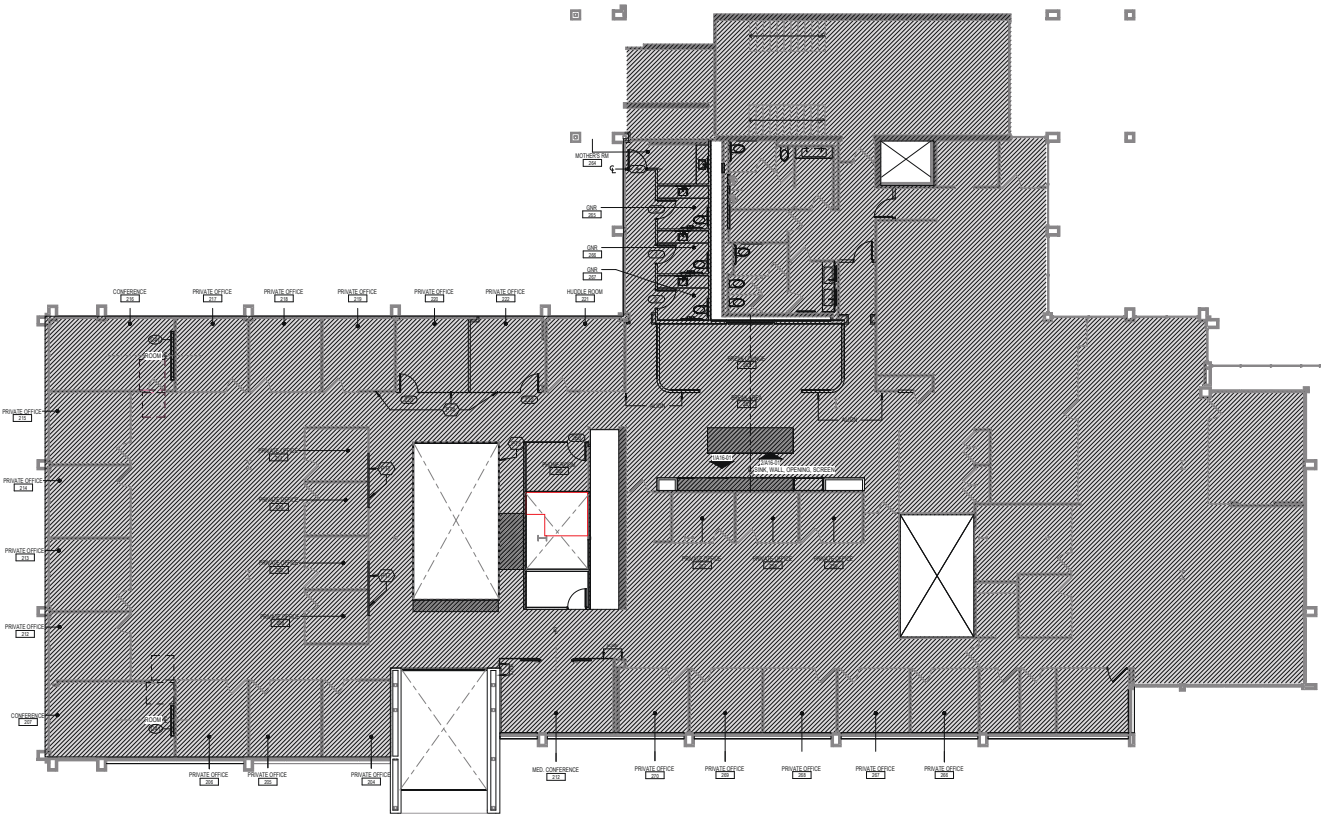
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ISSUE FOR PLANNING COMMENTS	DATE
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2	10/30/2024
3	10/31/2024
4	11/13/2024
5	11/13/2024

CONSTRUCTION PLAN
- L1

SHEET NUMBER

A10-01.



CONSTRUCTION GENERAL NOTES

1. ALL CONDITIONS EXISTING U.O.C.
2. GENERAL CONTRACTOR SHALL VERIFY ALL FIELD DIMENSIONS AND REFER ARCHITECT IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING.
3. CONTRACTOR SHALL CLEAN WINDOWS PRIOR TO TENANT OCCUPANCY.
4. FOR ALL DRYWALL PARTITIONS USE 5/8" THICK TYPE 'X' OR EQUAL.
5. FOR ALL DRYWALL PARTITIONS IN WET/DAMP/PILE AREAS, USE 5/8" GREENBOARD OR EQUAL.
6. CONTRACTOR SHALL PROVIDE F.R. BLOCKING, BACKING AND SHEATHING WHERE REQUIRED FOR MOUNTING OF TENANT AND/OR CONSULTANT SUPPLIED EQUIPMENT AND/OR FIXTURES. WOOD PRODUCTS INSTALLED FOR EACH USE SHALL BE CERTIFIED ACCORDING TO CALIFORNIA SECTION 10.02.01 TO THE EXTENT REQUIRED BY THE CITY OF MENLO PARK, AND SHALL MEET ALL APPLICABLE FIRE & SAFETY CODES.
7. SEE SHEET A10-01 FOR POWER AND SIGNAL INFORMATION.
8. SEE SHEET A10-01 FOR FINISH MATERIAL, SPECIFICATIONS AND INFORMATION.
9. ALL GYPSUM BOARD WALL SHEATHING SHALL BE 1/2" CLASSIFIED AS NON-COMBUSTIBLE PER ASTM E136, AND PARTITION ASSEMBLIES SHALL MEET A CLASS 1 FLOOR SPRINKLER PER USE SECTION 10.02.01.
10. FIRE WALLS, FIRE BARRIERS, ETC. SHALL BE LABELED IN AN ACCESSIBLE AREA AT 30" O.C. STATING THE AND/OR SMOKE BARRIERS. PROTECT ALL OPENINGS.
11. REFER TO SHEET A10-01 FOR DOOR SCHEDULE.
12. ALL EXISTING WINDOW SHADES ARE TO REMAIN.

INTERIOR PARTITION CHARTS

- Partition Type General Notes**
- A. Not all partition types shown are offset.
 - B. Partition type, fire-resistance rating and ETC rating indicated for a given partition are to be continuous for the length and height of that partition unless otherwise noted.
 - C. Construct fire-resistance rated partitions before non-rated. Also non-rated partitions are not to be constructed.
 - D. Provide fire-resistance rated framing, floor structural elements to provide the structural load to partition framing. Unless otherwise noted, studs vertical studs 12" below top of ceiling cover the stud height for vertical deflection. (2x material shall be gypsum board to ceiling runner (top track)). This may also be achieved by using perimeter tracks attached to the structure.
 - E. Provide double stud framing at joints of all partition coverings.
 - F. Unless control joints are required based upon specified frequency, and are not shown on intake elevations, locate control joints on both sides and top edge sides of doors. When providing control joints at door clear to meet the specified frequency, provide double stud control joint construction and verify location with the architect prior to construction.
 - G. Provide steel metal bracing/backing for wall mounted items specified or shown in the drawings.
 - H. In the case of a conflict between the fire-resistance rating and ETC rating requirements, the fire-resistance rating requirements take precedence.

- Fire-resistance Rated Partitions** (The following notes apply to all partitions indicated to have a fire-resistance rating.)
- A. Provide permanently specified identification above the ceiling at 4' O.C. on all fire-resistance rated partitions. The identification shall be a minimum of 4" high and read as follows: "Fire and Smoke Barrier - Protect All Openings".
 - B. Fire-resistance rated partitions shall be constructed from the top of non-bearing floor to the underside of the floor or roof structure above.
 - C. All partitions subject to fire-resistance rated shall be constructed in most accordance with the latest design.
 - D. Through penetrations in fire-resistance rated partitions shall be sealed with materials and assemblies necessary to maintain the required fire-resistance rating.

- Acoustical Partitions** (The following notes apply to all partitions designated to have sound attenuation based on a Sound Transmission Class (STC) rating.)
- A. Construct partitions to meet ETC ratings where indicated.
 - B. Sound partitions at walls perimeter with non-bearing acoustical caulk.
 - C. Sound attenuation standards are to fit the depth of the framing cavity unless otherwise noted.
 - D. Use of acoustical caulk is not required for perimeter at non-bearing acoustical caulk.
 - E. Seal all wall penetrations and control joints with non-bearing acoustical caulk.
 - F. Seal all acoustical caulk around any items penetrating the face of partitioning acoustical caulk.
 - G. Provide acoustical caulk around any items penetrating the face of partitioning including electrical and technology junction or device boxes.
 - H. Double-hung windows or operable sides of a partition are to be supported by a minimum of 1 stud space.

FLOOR PLAN LEGEND

	N.I.C. AREA NOT IN CONTRACT
	FRAMED, BUTT-JOINTED GLAZING
	EXISTING CONSTRUCTION, SCHEDULE TO REMAIN
	NEW CONSTRUCTION, FULL HEIGHT ACOUSTIC PARTITION TO MATCH EXISTING STRUCTURE. SEE STRUCTURAL DETAIL 395.1
	IN MILLWORK
	WALL TAG
	GLAZING TAG
	ALIGN WITH ADJACENT
	DOOR W/ FRAME REFER TO SHEET A10-01 FOR MORE DETAIL
	PERMANENT TAG
	ELEVATION TAG
	PER
	SEMI-RECESSED FIRE EXTINGUISHER CABINET, JARNSHORN MOUNTED ON VERTICAL SURFACE. FINISH SQUARE TRIM & BLACK VERTICAL LETTERING. NOTES TO MATCH PROVIDED BY CLASS A FIRE EXTINGUISHER PROVIDE PROJECTING SIGNAGE AS REQUIRED PER CITY'S JURISDICTION.

FLOOR PLAN NOTES BY NUMBER

- 1 ->>> Indicates Sheet Keynote on Plan
- 2 ->>> MATCHING TO MATCH ADJACENT
- 3 ->>> MATCHING TO MATCH ADJACENT
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1 LEVEL 02 - CONSTRUCTION PLAN Copy 3
 1/8" = 1'-0"

ALTERNATES	INTERIOR PARTITION TYPES, CHARTS & DETAILS
1. IN LIEU OF SWINGING DOORS AND ALARM, STOREFRONT OFFICE PARTITION, PROVIDE SLIDING SWING DOORS ON A GLASS PARTITION WALL SYSTEM. STOREFRONT SOLUTIONS TO PROVIDE: OPT 1: REPLACE ALL STOREFRONTS WITH WESTERN INTEGRATED STICK-BUILD SYSTEM OPT 2: REPLACE ALL STOREFRONTS WITH DEMOUNTABLE "TAG WALL" SYSTEM OPT 3: REPLACE WOOD VENEER OFFICES, CHANGED ETCHED GLASS TO CLEAR GLASS	(Detailed notes and specifications for interior partition types, charts, and details, including references to other sheets and standards.)

PROJECT

SEQUIOIA

Sequoia Capital - Investors

2800 SAND HILL ROAD
 FLOOR 2
 MENLO PARK, CALIFORNIA, 94025

KEYPLAN

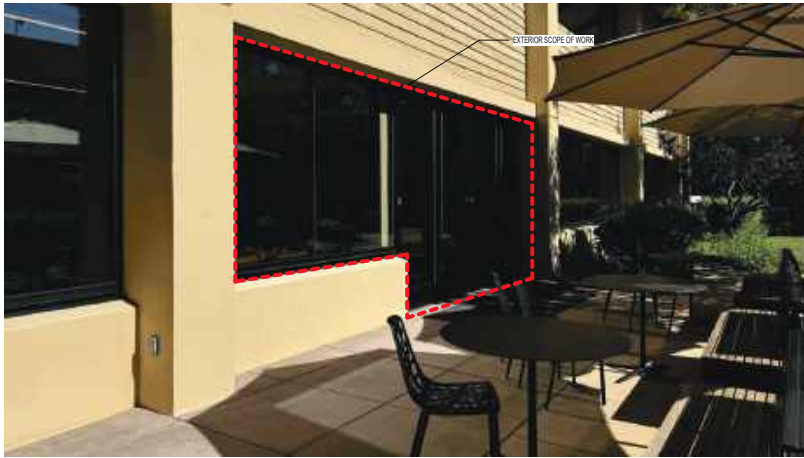
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2	ISSUE FOR PLAN CHECK COMMENTS	10.16.2024
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4	ISSUE FOR PLAN CHECK COMMENTS	10.02.2024

CONSTRUCTION PLAN
 - L2

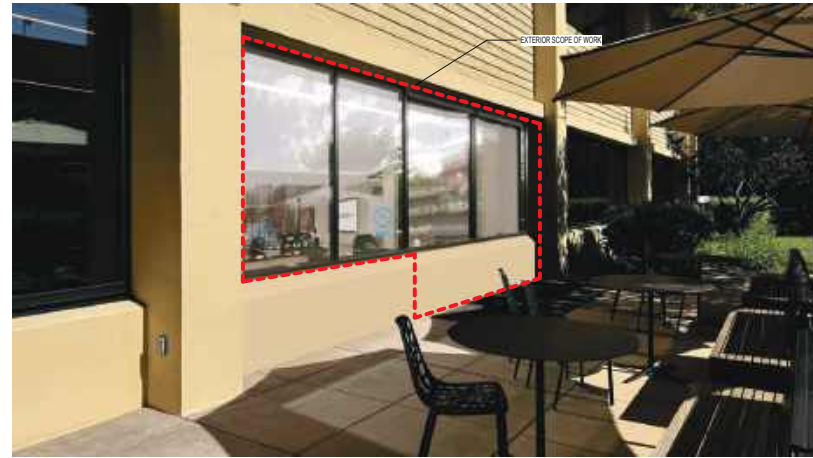
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A10-02.

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PROPOSED EXTERIOR CONDITION: COURTYARD



EXISTING EXTERIOR CONDITION: ENTRANCE



PROPOSED EXTERIOR CONDITION: ENTRANCE

PROJECT

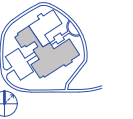
SEQUOIA

SCMP 2800 EXTERIOR

2800 SAND HILL RD.
 MENLO PARK
 CA USA



KEYPLAN



ISSUE CHART

ISSUE FOR PLANNING COMMENTS	10.20.2024
2 ISSUE FOR PLAN CHECK COMMENTS	10.10.2024
0004	0001

Job Number: #02201670
 TITLE

PHOTOS AND RENDERINGS

SHEET NUMBER

A00-10

PROJECT

SEQUOIA 
 SCMP 2800 EXTERIOR

2800 SAND HILL RD.
 MENLO PARK
 CA USA



KEYPLAN



ISSUE CHART

NO.	ISSUE FOR PLANNING COMMENTS	DATE
1	ISSUE FOR PLAN CHECK	10.28.2024
2	COMMENTS	10.28.2024
3	ISSUE	10.28.2024

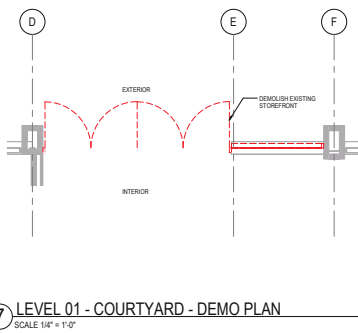
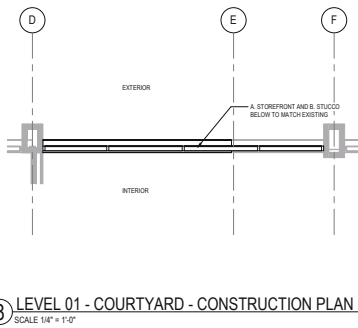
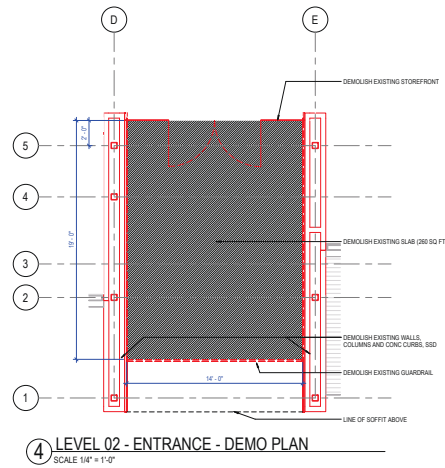
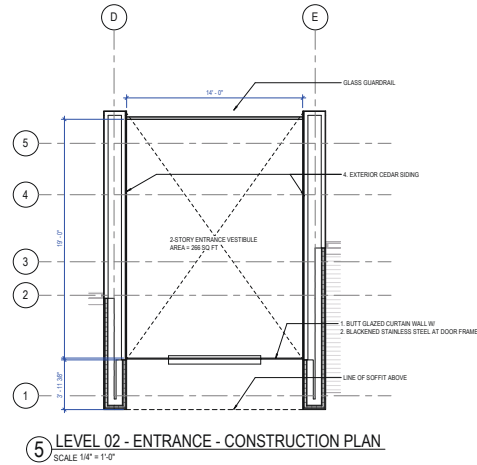
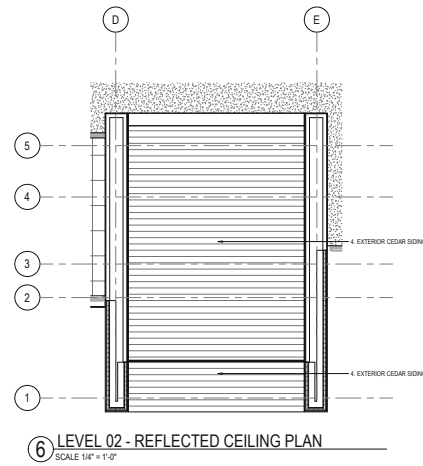
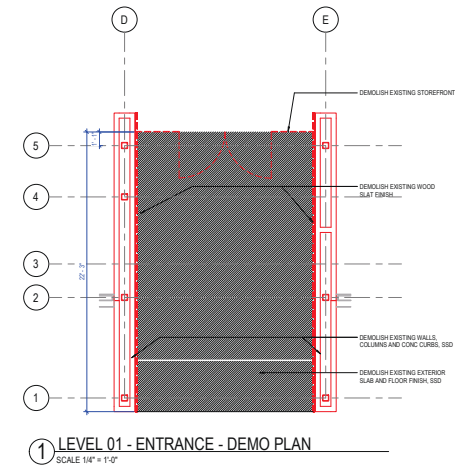
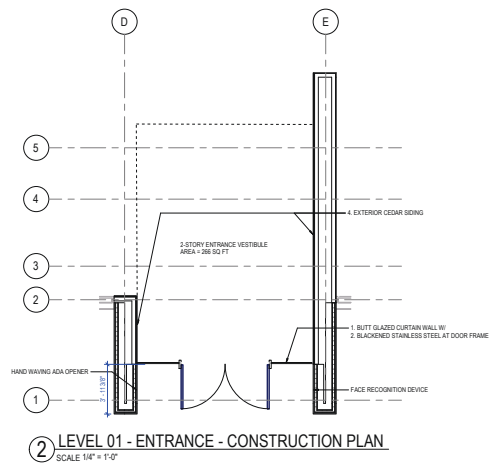
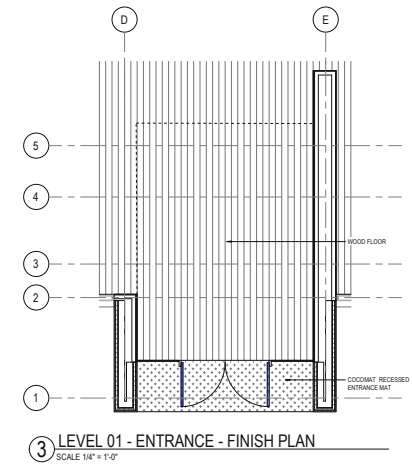
Job Number: 492250.010
 TITLE

EXTERIOR -
 ENLARGED FLOOR
 PLANS

SHEET NUMBER

A11-01

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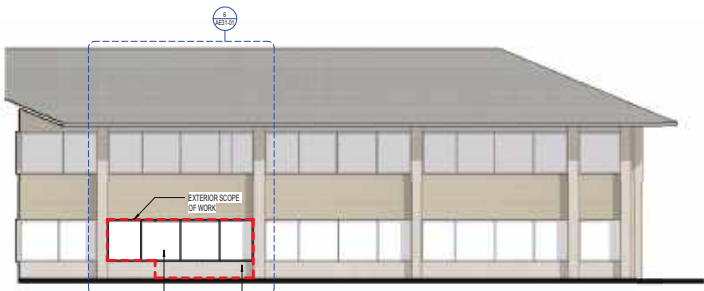


**EXTERIOR ELEVATION
 GENERAL NOTES**

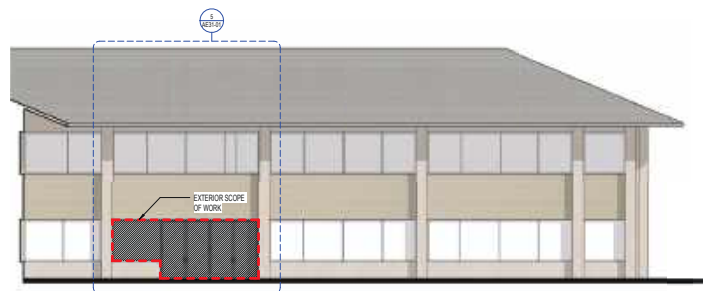
1. MATERIAL SYMBOLS ON ELEVATIONS ARE TO DISPLAY THE EXTENT OF THE MATERIAL ONLY. THEY ARE NOT TO SCALE.
2. SEE A.B.1.3.4 MATERIAL GRAPHIC SAMPLES AT SHEET AE21-01

**EXTERIOR ELEVATION
 LEGEND**

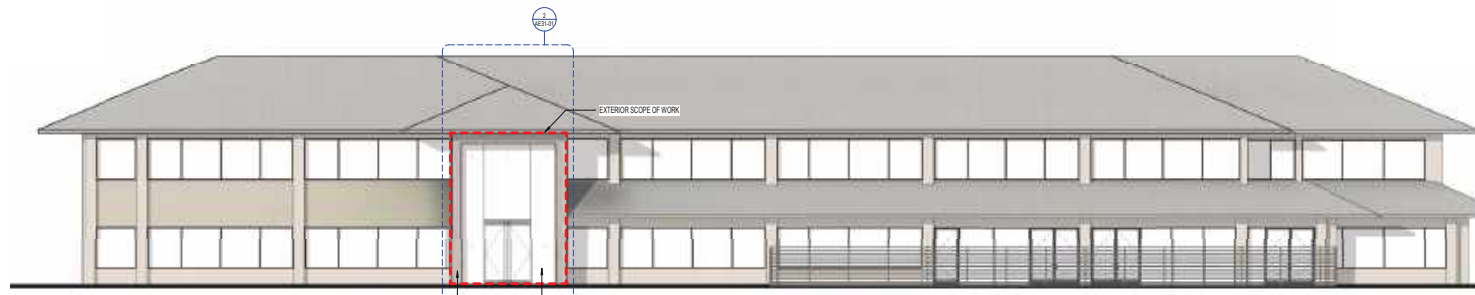
--- EXTERIOR SCOPE OF WORK



A. STOREFRONT TO MATCH EXISTING
 A1- Frame - powder coated aluminum framing
 A2- Glass - 60% Mt. tinted
 B. STUCCO TO MATCH EXISTING
7 COURTYARD ELEVATION - CONSTRUCTION
 SCALE 1/8" = 1'-0"



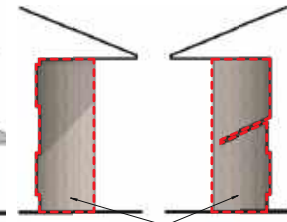
8 COURTYARD ELEVATION - DEMOLITION
 SCALE 1/8" = 1'-0"



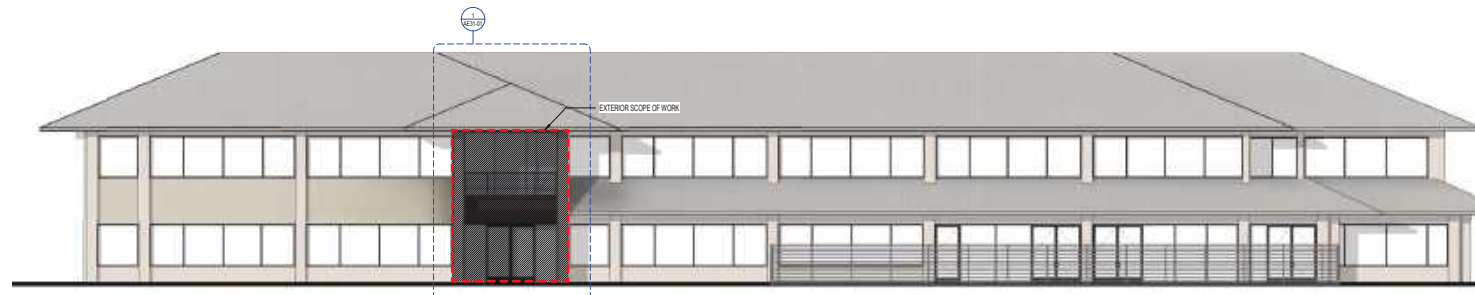
4 ENTRANCE ELEVATION - CONSTRUCTION
 SCALE 1/8" = 1'-0"

- 4. EXTERIOR WOOD SIDING
- 1. BUTT GLAZED CURTAIN WALL IN
- 2. BLACKENED STAINLESS STEEL AT DOOR FRAME

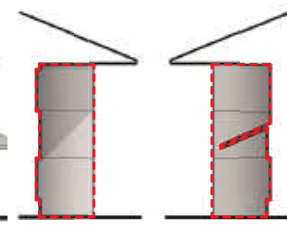
MANUFACTURER MILLED FROM 1X4 LUMBER, BOARDS TO BE 16 LENGTHS STAGGER WITH 3-BUTT JOINTS



4. EXTERIOR WOOD SIDING
 MANUFACTURER MILLED FROM 1X4 LUMBER, BOARDS TO BE 16 LENGTHS STAGGER WITH 3-BUTT JOINTS
5 PORTICO WEST - CONSTRUCTION **6 PORTICO EAST - CONSTRUCTION**



1 ENTRANCE ELEVATION - DEMOLITION
 SCALE 1/8" = 1'-0"



2 PORTICO WEST - DEMOLITION **3 PORTICO EAST - DEMOLITION**

PROJECT

SEQUOIA

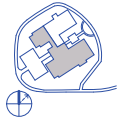
SCMP 2800 EXTERIOR

2800 SAND HILL RD.
 MENLO PARK
 CA, USA

SEQUOIA CAPITAL



KEYPLAN



ISSUE CHART

ISSUE FOR PLANNING COMMENTS	10.29.2024
3. ISSUE FOR PERMITS	10.27.2024
7. ISSUE FOR PERMITS CHECK COMMENTS	10.20.2024
ISSUE	ISSUE

Job Number 492250.010
 TITLE

EXTERIOR - EXTERIOR ELEVATIONS

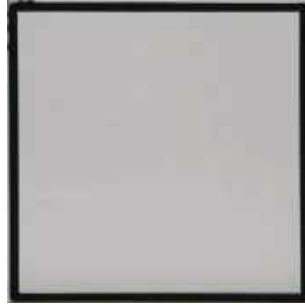
SHEET NUMBER

AE20-01

PROPOSED EXTERIOR PRODUCTS AND MATERIALS



1 BUTT GLAZED CURTAIN WALL
REFERENCE IMAGE: CRL



3 DOUBLE GLAZED UNIT AT NEW WINDOW TO MATCH EXISTING



2 BLACKENED STAINLESS STEEL



4 EXTERIOR WOOD SIDING
SEE FINISH SCHEDULE, MANUFACTURER MILLED FROM 1X4 LUMBER. BOARDS TO BE 16' LENGTHS STAGGER WITH 3-BUTT JOINTS

EXISTING EXTERIOR PRODUCTS AND MATERIALS



A STOREFRONT
A1-Frame: powder coated aluminum framing
A2-Glass: 60/100 tinted



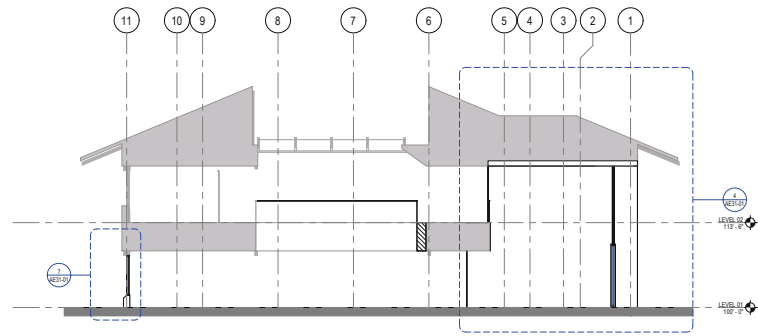
B STUCCO



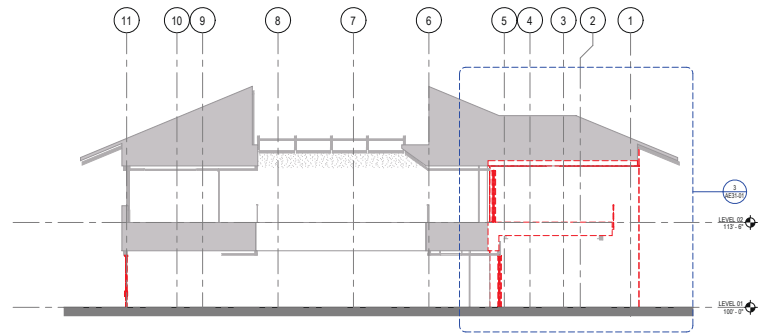
C WOOD SHINGLES



D PAINTED WOOD PLANKS



① BUILDING SECTION - CONSTRUCTION
SCALE 1/8" = 1'-0"



② BUILDING SECTION - DEMOLITION
SCALE 1/8" = 1'-0"

PROJECT

SEQUOIA
SCMP 2800 EXTERIOR

2800 SAND HILL RD.
MENLO PARK
CA, USA

SEQUOIA CAPITAL



KEYPLAN



ISSUE CHART

1	ISSUE FOR PLANNING COMMENTS	10.29.2024
2	ISSUE FOR PERMITS	10.27.2024
3	ISSUE FOR ARCH CHECK COMMENTS	10.10.2024
4	ISSUE FOR ARCH CHECK COMMENTS	10.08.2024

Job Number 492250.010
TITLE

EXTERIOR - BUILDING SECTIONS AND MATERIALS

SHEET NUMBER

AE21-01

© 2024 Perkins and Will

Date: 10.10.2024

Christine Begin
Planning Technician
City Hall – 1st Floor
701 Laurel St.
Menlo Park, CA.

Re: 2800 Sand Hill Road

2800 Sand Hill Road – Architecture Control Review (revised)

Project Description:

Project proposes minor alterations to the north elevation of an existing 2-story office building. It consists of the addition of a new 2-story curtain wall at the existing north facing tenant entrance and expanding its vestibule by +260 SF new area; and the deduction of -260 SF by creating new needed shaft areas and a utility room serving the mechanical room and a new plumbing wall serving the new future restrooms on the second floor. No changes on the existing gross floor area.

The project also includes alterations to the north end of the interior courtyard consisting of the replacement of 2 sets of exterior double doors with windows to match the existing adjacent exterior glazing.

The proposed exterior changes all face private interior driveway / courtyard spaces and are not visible from public right of way.

The partial tenant improvements of the 1st floor include the demolition of existing partitions, new nonstructural partitions and glazing, new lighting and ceilings, new restrooms, new breakroom area, new finishes, doors and hardware.

The partial core and shell improvements of the 2nd floor include the demolition of a balcony slab at the entrance, a new glass railing to match existing, new shaft spaces and a new plumbing wall for future restrooms.

The primary objective of this project is an aesthetic refresh to modernize and enhance the visual appeal of the existing space to better suit the needs of the tenant. The proposed changes include updates to the interior and replacing the front door. While the project is not driven by a need to address ADA compliance, the project will comply with all current ADA requirements.

The building was constructed in the California Suburban Corporate Modernism style, reflecting the Sand Hill vernacular. This style is consistent with the neighboring low-rise, campus-like developments in the area and embodies a blend of modern and traditional elements. Key characteristics include the use of wood, glass, and natural materials, all designed to complement the surrounding natural landscape and create a park-like atmosphere conducive to productivity and well-being.

The proposed updates will maintain the existing appearance of the building. The aesthetic refresh is limited to updating the tenant entrance, ensuring it aligns with the overall aesthetic while providing a contemporary update that is compatible with the original design.

Date: 10.10.2024

Re: 2800 Sand Hill Road

The new curtain wall entrance will use clear glass and stainless-steel frame / hardware. The surrounding vestibule will use exterior cedar wood siding. The courtyard glazing and infill will match adjacent (stucco wall and black mullions). Renderings and illustrative elevations are included in the attached drawing package.

No changes are proposed to occupancy or use. No changes on gross floor area. No site modification, landscape or parking changes are proposed.

To welcome neighboring perspectives as part of our community outreach, we contacted The Courson Company who operates 2882 Sand Hill Road- as they are the only property with view of the proposed entry facade elevation at 2800 Sand Hill Road. The Courson Company and tenants were excited to review our planning package and offered the attached letter of endorsement.

Sincerely,

Matt Covall

Perkins&Will

2800 Sand Hill Road – Attachment A, Exhibit C

LOCATION: 2800 Sand Hill Road	PROJECT NUMBER: PLN2024-00032	APPLICANT: Laurie Shepard	OWNER: Sand Hill Oak Partners
PROJECT CONDITIONS:			
<p>1. The use permit and architectural control shall be subject to the following standard conditions:</p> <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 November 18, 2025) for the use permit to remain in effect. b. Development of the project shall be substantially in conformance with the plans prepared by Perkins & Will, consisting of eight plan sheets, dated received October 30, 2024, and approved by the Planning Commission on November 18, 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 applicants 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 applicants 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, 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. f. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application. 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. 			



STAFF REPORT

Planning Commission

Meeting Date:

11/18/2024

Staff Report Number:

24-050-PC

Public Hearing:

Consider and adopt a resolution to approve a use permit revision and architectural control revision that allowed a temporary classroom to be located at an existing school (Phillips Brooks) in the P-F (Public Facilities) zoning district at 2245 Avy Avenue, until November 15, 2024, and determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. The proposed modifications to the permit would allow the current temporary classroom to remain for an additional three years, until November 15, 2027.

Recommendation

Staff recommends that the Planning Commission adopt a resolution approving a use permit revision and architectural control permit revision to extend the expiration date (i.e., the removal date) for the previously approved temporary classroom located at an existing school (Phillips Brooks) in the P-F (Public Facilities) zoning district, at 2245 Avy Avenue, and determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. The use permit revision and architectural control revision, as a modified permit, would allow for the existing temporary classroom to remain on site for three additional years, until November 15, 2027. There are no physical modifications to the building or other modifications to the school proposed at this time. The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

All use permit and architectural control requests are considered individually. The Planning Commission should consider whether the required use permit findings identified in Menlo Park Municipal Code Section 16.82.030 can be made for the proposed project. Additionally, the Planning Commission should also consider whether the required architectural control findings identified in Menlo Park Municipal Code Section 16.68.020 can be made for the proposed project. The City's General Plan includes a number of goals and associated policies used to implement those goals that may be considered in evaluating the proposed project, including:

- Goal LU-1: Promote the orderly development of Menlo Park and its surrounding area; and
- Policy LU-1.7: School Facilities (Encourage excellence in public education citywide, as well as use of school facilities for recreation by youth to promote healthy living).

While not a public school, the proposed project could be seen as promoting and enhancing recreational opportunities for youth within the City.

Background

The subject property is located at 2245 Avy Avenue, in the Sharon Heights neighborhood. Using Avy Avenue in the north-south orientation, the subject property is located at the eastern side of Avy Avenue. A location map is included as Attachment B.

The subject property, Phillips Brooks School (PBS), is located in the P-F (Public Facilities) zoning district. PBS is a private elementary school located on property owned by the Las Lomas Elementary School District. The surrounding zoning and land uses are summarized in the table below.

Table 1: Surrounding Zoning and Land Uses		
Location/ Direction	Zoning	Existing Land Uses
Project Site	Public Facilities (P-F)	Phillips Brooks School (PBS)
North	Single Family Suburban Residential District (R-1-S) and Single Family Urban Residential District (R-1-U)	Las Lomas Elementary School District office and small lot single-family residences (across Altschul Avenue)
East	Public Facilities (P-F)	La Entrada Middle School
South	Single Family Suburban Residential District (R-1-S)	Small lot single family residences
West	Single Family Suburban Residential District (R-1-S)	Small lot single family residences

Site history

PBS has been operating as a private school at 2245 Avy Avenue since 1978, on property owned by the Las Lomas Elementary School District. The school provides instruction for students in grades from pre-kindergarten to fifth grade. The original use permit approval allowed a private school to operate with up to 205 students and 22 teachers on a temporary basis. Subsequent use permit revisions have increased the maximum permitted school population, with the most recent approval in 2013 for 320 students and 58 staff (teachers and administrative staff), which would remain in effect until the school vacates the site or until July 31, 2032, whichever comes first. The expiration dates for the permits have historically been aligned with the term of PBS’s lease with Las Lomas Elementary School District.

On November 15, 2021, the Planning Commission approved a use permit and architectural control permit to construct a new 960-square-foot temporary classroom at the school, in order to accommodate adequate indoor space for PBS’s afterschool program. At the time, the applicant cited the following reasons for the need for the temporary classroom:

- Social distancing protocols due to COVID-19; and
- Adjustment and resumption of afterschool care needs due to the return to in-person work for increasing numbers of parents and guardians.

The Planning Commission approval granted a three-year period for the temporary classroom to be located on site, with an expiration date of November 15, 2024. A hyperlink to the November 15, 2021 Planning Commission staff report is available as Attachment C, and Attachment D contains a hyperlink to the minutes for that meeting.

Analysis

Project description

The applicant is seeking to extend the use permit to allow the temporary classroom to remain on site for an additional three years, with no additional physical or programmatic changes proposed. This would result in a new expiration date for the temporary classroom of November 15, 2027. Condition 2a would require the temporary classroom to be removed by November 15, 2027.

For additional context, the project site comprises a leased area of approximately 5.5 acres that is part of a 25.9-acre property owned by the Las Lomas Elementary School District. Near the parking lot entrance facing the intersection of Avy Avenue and Bellair Way, a paved access road connects the parking lot to an asphalt area containing existing open play areas and a covered basketball court. The temporary classroom, comprising 960 square feet in size, is located on this asphalt area, adjacent to the basketball court, and is proposed to remain in this location. The project plans and project description letter are included in Attachment A as Exhibits A and B, respectively.

The applicant states in their project description letter that the temporary classroom has been serving the school's existing aftercare program, and offers a space adjacent to the outdoor play zone used for the aftercare program. The applicant is seeking to continue using the temporary classroom solely for the afterschool program. The afterschool program would continue to operate as specified within the use permit. The applicant has emphasized that there are no physical changes to the temporary classroom. Based on this highly limited scope, there would be no changes to the project conditions apart from extending the expiration date of classroom, with the inclusion of the aforementioned Condition 2a. As such, staff is not proposing any other changes to the project conditions. In particular, the applicant has also specified that there would be no changes to density, student enrollment, parking, staffing, programming, or other aspects of the school's conditions.

Correspondence

Staff has not received any correspondence as of the writing of this report. However, the applicant states in the project description letter that they held their most recent quarterly neighbor meeting on Oct. 29, 2024, which is part of their continued quarterly outreach meetings conducted with the community. The applicant has stated that no neighbor concerns were raised at the latest meeting, and they have indicated that no one has expressed concern with the continuation of the temporary classroom.

Conclusion

Staff believes that the extension of the timeline for removal of the existing temporary classroom would be appropriate, as it would continue to otherwise satisfy all requirements provided in the conditions from previous discretionary approvals. With continued usage of the classroom, the afterschool program would continue to operate as specified within the use permit. There are no physical changes to the temporary classroom, and there are no changes to the project conditions apart from extending the expiration date (i.e., removal date) of classroom for three years. Further, the applicant has also specified that there would be no changes to density, student enrollment, parking, staffing, programming, or other aspects of the school's conditions of approval. The applicant has continued to complete quarterly outreach meetings with the community. 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: November 15, 2021 Staff Report: https://www.menlopark.org/DocumentCenter/View/30016/F3_2245-Avy-Avenue---Staff-Report?bidId
- D. Hyperlink: November 15, 2021 Minutes: <https://menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/planning-commission/2021-meetings/minutes/20211115-pc-approved-minutes.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. 2024-0XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING A REQUEST TO MODIFY THE PREVIOUSLY APPROVED USE PERMIT AND ARCHITECTURAL CONTROL PERMIT FOR A TEMPORARY CLASSROOM LOCATED AT PHILLIPS BROOKS SCHOOL AT 2245 AVY AVENUE, BY GRANTING AN EXTENSION TO ALLOW THE TEMPORARY CLASSROOM TO REMAIN ONSITE FOR THREE ADDITIONAL YEARS

WHEREAS, the City of Menlo Park (“City”) received an application requesting a use permit revision and architectural control revision to allow for the existing temporary classroom to remain on site for three additional years, until November 15, 2027, at an existing school (Phillips Brooks) in the P-F (Public Facilities) zoning district (collectively, the “Project”), from Olana Khan (“Applicant”) and Las Lomas Elementary School District (“Owner”), located at 2245 Avy Avenue (APN 074-170-530) (“Property”). The Project use permit revision and architectural control revision 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 P-F (Public Facilities) zoning district. The P-F zoning district supports private school uses as a conditional use and the school previously received a use permit to operate; and

WHEREAS, the proposed Project complies with all standards of the P-F 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 Project received approval from the Planning Commission on November 15, 2021, and was given a three-year term for the existing classroom to be on site, concluding on November 15, 2024; and

WHEREAS, the Project will need to be removed upon its expiration date, thus causing the request for an extension; and

WHEREAS, the Applicant is requesting approval from the Planning Commission to receive a three-year extension for the existing classroom to be on site, with a new expiration date of November 15, 2027; 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 November 18, 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. 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 revision to continue allowing an existing temporary classroom to remain on site for an additional three years is granted based on the following findings which are made pursuant to Menlo Park Municipal Code Section 16.82.030:

1. That the establishment, maintenance, or operation of the use applied for will, under the circumstance of the particular case, not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing in the neighborhood of such proposed use, or injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city because:
 - a. Consideration and due regard were given to the nature and condition of all adjacent uses and structures, and to general plans for the area in question and surrounding areas, and impact of the application hereon; in that, the proposed use permit is consistent with the P-F zoning district and the General Plan because additional school facilities associated with private a private school are allowed to be constructed and maintained subject to granting of a use permit.
 - b. The proposed Project has been serving the school's existing aftercare program that operates following the dismissal of classes, and offers a space

that is adjacent to the outdoor play zone used for the aftercare program. The operations and enrollment for the afterschool program are consistent with previous discretionary approvals, and there are no changes proposed for school functions.

- c. The proposed Project is designed to meet all the applicable codes and ordinances of the City of Menlo Park Municipal Code and the Commission concludes that the Project would not be detrimental to the health, safety, and welfare of the surrounding community as the Project would maintain the private school use and not expand the density, student enrollment, parking, staffing, programming, or other aspects of the school's conditions.
- d. Per the project conditions, the temporary classroom would be removed by November 15, 2027, ensuring that the project contributes to the orderly development of Menlo Park through the removal of the temporary classroom building.

Section 3. 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 revision to continue allowing an existing temporary classroom to remain on site for an additional three years 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, there are no physical changes to the existing temporary classroom.
2. That the development will not be detrimental to the harmonious and orderly growth of the city; in that, the Project contains a request to extend the existence of an existing temporary classroom at a private school until November 15, 2027. With no changes to the previous approval, the Project's design continues to be generally consistent with all applicable requirements of the City of Menlo Park Municipal Code. The General Plan land use for the Property, Public Facilities, 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 no changes to the existing temporary classroom, which involves a use that is consistent with the applicable standards of the Zoning Ordinance for the project site. The proposed Project would continue being used for an existing afterschool program 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 Sharon Heights 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 4. Conditional Use Permit. The Planning Commission approves Use Permit No. PLN2024-00048, 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. PLN2024-00048, 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 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 November 18, 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 November, 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

PREVIOUSLY APPROVED AT
11/15/2021 PC MEETING - NO
CHANGES PROPOSED

CAW
ARCHITECTS

455 LAMBERT AVENUE PALO ALTO, CA 94306
WWW.CAWARCHITECTS.COM



CONSULTANT'S

▲ MILESTONE DATE:
PLANNING DEPARTMENT REVIEW 09/18/2024

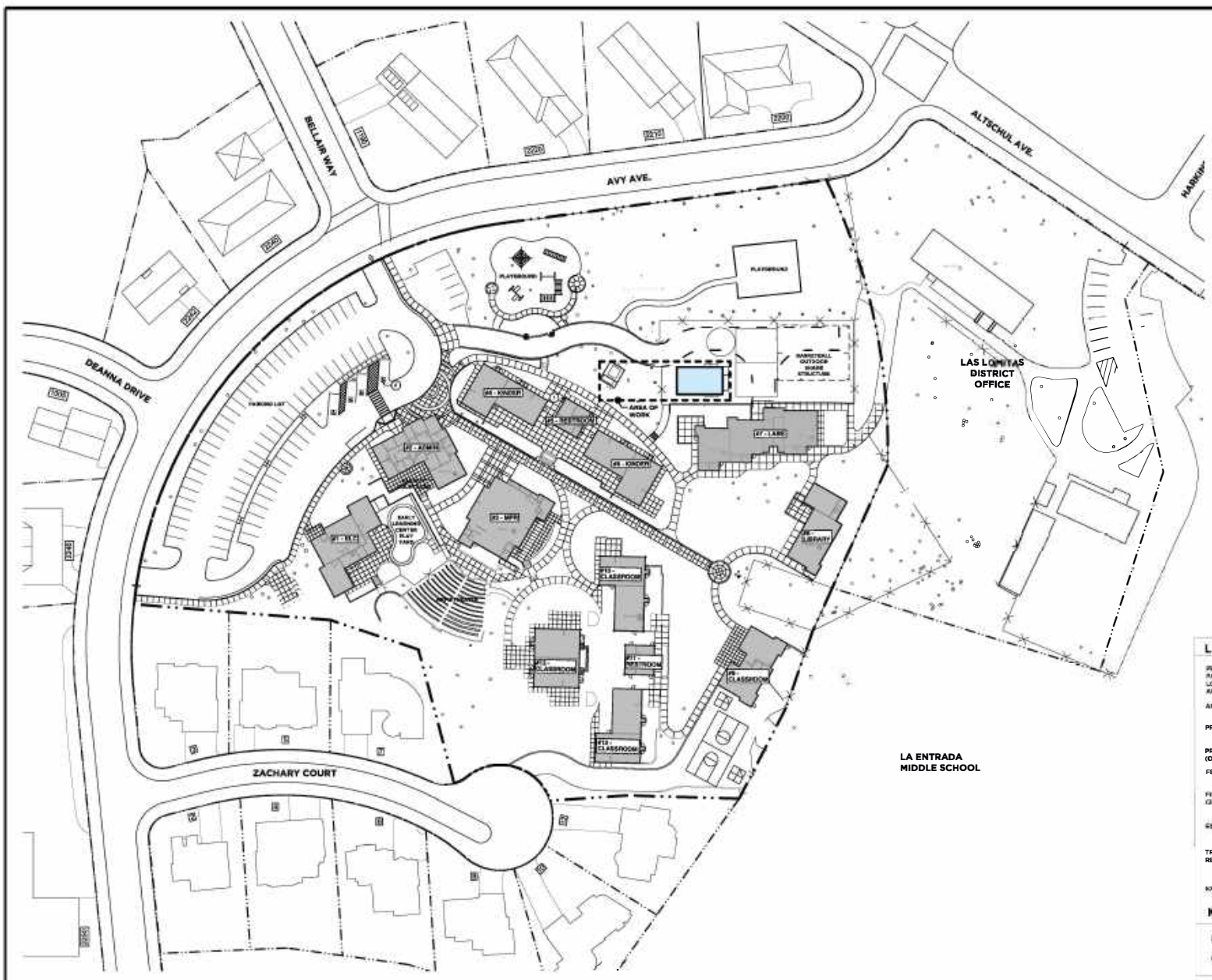
PROJECT NAME
**PHILLIPS BROOKS SCHOOL
PORTABLE
CLASSROOM BUILDING**
2245 AVY AVE.
MENLO PARK, CA, 94025

SHEET TITLE
PROPOSED AREA PLAN

PROJECT NO: 10014
DRAWN BY: J. Kassar
CHECKED BY: B. McGuire

SHEET

A0.2



LEGEND:

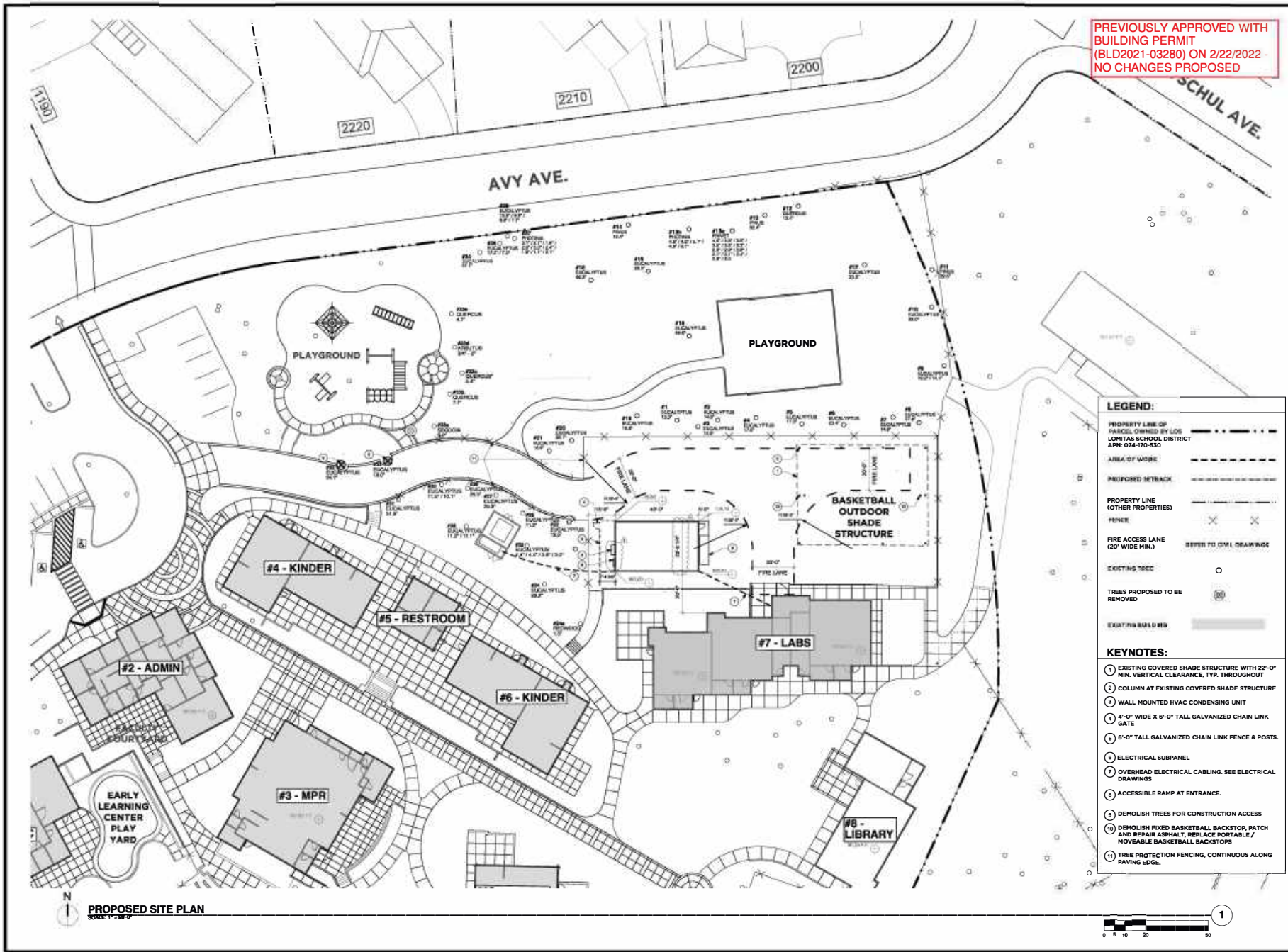
- PROPERTY LINE OF PARCELS OWNED BY LEB LOMITAS SCHOOL DISTRICT (50% 074 170-180)
- AREA OF WORK
- PROPOSED SETBACK
- PROPERTY LINE (OTHER PROPERTIES)
- FENCE
- FIRE ACCESS LANS (20' WIDE MIN) REFER TO CIVIL DRAWINGS
- EXISTING TREE
- TREES PROPOSED TO BE REMOVED
- EXISTING BUILDING

KEYNOTES:

- EXISTING ACCESSIBLE RESTROOM
- EXISTING ACCESSIBLE PARKING

PROPOSED CAMPUS SITE PLAN





PREVIOUSLY APPROVED WITH BUILDING PERMIT (BLD2021-03280) ON 2/22/2022 - NO CHANGES PROPOSED

CAW ARCHITECTS

1001 LAMBEET AVENUE, FOLSOM, CA 95630
 916.451.1111 FAX 916.451.1112
 WWW.CAWARCHITECTS.COM



CONTRACT DATE:

△ MILESTONE DATE

PLANNO DEPARTMENT REVIEW DATE

LEGEND:

PROPERTY LINE OF PARCELS OWNED BY LOS LOMITAS SCHOOL DISTRICT APN 074-170-530

AREA OF WORK

PROPOSED SETBACK

PROPERTY LINE (OTHER PROPERTIES)

FENCE

FIRE ACCESS LANE (20' WIDE MIN.)

EXISTING TREE

TREES PROPOSED TO BE REMOVED

EXISTING BUILDING

- KEYNOTES:**
- 1 EXISTING COVERED SHADE STRUCTURE WITH 22'-0" MIN. VERTICAL CLEARANCE, TYP. THROUGHOUT
 - 2 COLUMN AT EXISTING COVERED SHADE STRUCTURE
 - 3 WALL MOUNTED HVAC CONDENSING UNIT
 - 4 4'-0" WIDE X 6'-0" TALL GALVANIZED CHAIN LINK GATE
 - 5 6'-0" TALL GALVANIZED CHAIN LINK FENCE & POSTS.
 - 6 ELECTRICAL SUBPANEL
 - 7 OVERHEAD ELECTRICAL CABLING, SEE ELECTRICAL DRAWINGS
 - 8 ACCESSIBLE RAMP AT ENTRANCE.
 - 9 DEMOLISH TREES FOR CONSTRUCTION ACCESS
 - 10 DEMOLISH FIXED BASKETBALL BACKSTOP, PATCH AND REPAIR ASPHALT, REPLACE PORTABLE / MOVABLE BASKETBALL BACKSTOPS
 - 11 TREE PROTECTION FENCING, CONTINUOUS ALONG PAVING EDGE.

PROJECT NAME

PHILLIPS BROOKS SCHOOL

PORTABLE

CLASSROOM BUILDING

2245 AVY AVE.

MENLO PARK, CA, 94025

SHEET TITLE

PROPOSED SITE PLAN

PROJECT NO. 10014

DRAWN BY J. Kasper

CHECKED BY B. McClure

DATE

DATE

DATE

DATE

DATE

DATE

DATE



CONSULTANT

△ MILESTONE DATE

PLANNING DEPARTMENT REVIEW 08/18/2024

PROJECT NAME

PHILLIPS BROOKS SCHOOL

PORTABLE

CLASSROOM BUILDING

2245 AVY AVE.

MENLO PARK, CA, 94025

SHEET TITLE

PORTABLE CLASSROOM PLAN,

ROOF PLAN, & ELEVATIONS

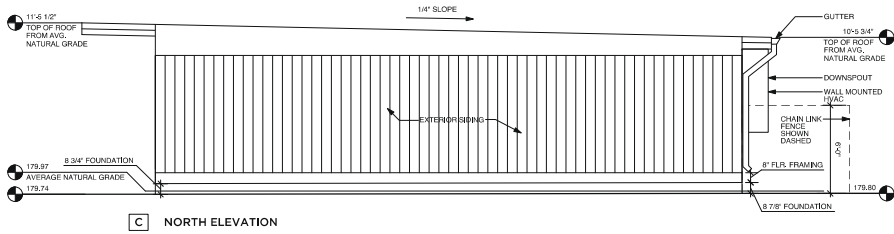
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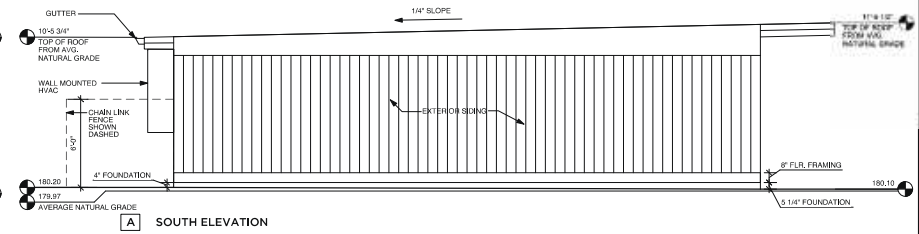
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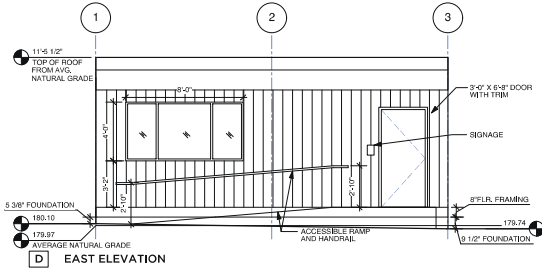
C NORTH ELEVATION



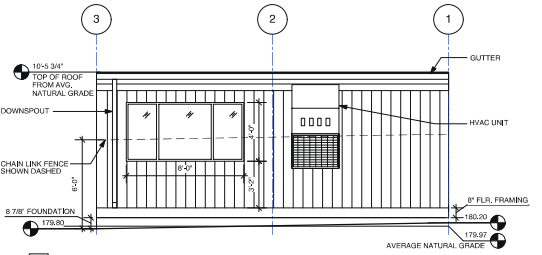
A SOUTH ELEVATION

EXTERIOR ELEVATIONS

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



D EAST ELEVATION

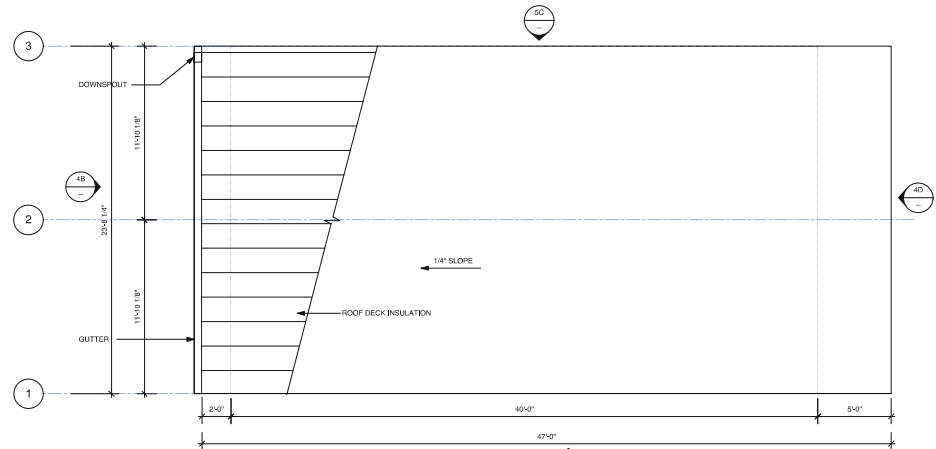


B WEST ELEVATION

EXTERIOR ELEVATIONS

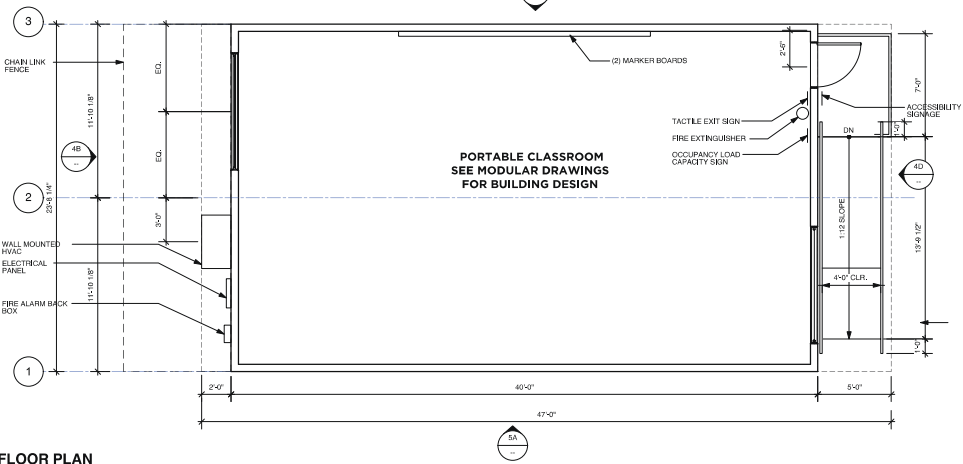
SCALE: 1/4" = 1'-0"

PREVIOUSLY APPROVED WITH BUILDING PERMIT (BLD2021-03280) ON 2/22/2022 - NO CHANGES PROPOSED



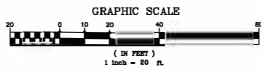
ROOF PLAN

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



FLOOR PLAN

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



GENERAL NOTE: THIS SURVEY MAP WAS COMPILED FROM A PHOTOGRAPHIC AND RECONSTRUCTION SURVEY CONDUCTED IN MAY 2014. ANY ERRORS OR OMISSIONS MADE TO THE UNDERGROUND UTILITY MAPS MAY NOT BE SHOWN ON THIS MAP.

UTILITY NOTE: THE UNDERGROUND UTILITY INFORMATION SHOWN ON THIS MAP WAS OBTAINED BY THE USE OF ELECTROMAGNETIC DETECTION, VISUAL INSPECTION AND RECORD INFORMATION. UNDERGROUND UTILITIES ARE NOT NEARLY ALWAYS IDENTIFIED OR ACCURATELY MAPPED BY THESE METHODS. IT IS RECOMMENDED TO VERIFY THE LOCATION OF EXISTENCE OF AN UNDERGROUND UTILITY.

BOUNDARY NOTE: THE BOUNDARY SHOWN ON THIS MAP IS BASED ON RECORD INFORMATION OBTAINED FROM PREVIOUS SURVEYS. BOUNDARY INFORMATION FROM PREVIOUS SURVEYS MAY BE DIFFERENT FROM THE INFORMATION SHOWN ON THIS MAP. ANY DISCREPANCIES SHOULD BE VERIFIED BY THE OWNER. ADDITIONAL SURVEYS MAY BE REQUIRED TO VERIFY THE LOCATION OF BOUNDARY INFORMATION. IT IS RECOMMENDED TO VERIFY THE LOCATION OF EXISTENCE OF AN UNDERGROUND UTILITY.

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DEANNA DR

AVY AVE

LEGEND	
1. SANITARY SEWER	1. UNDERGROUND UTILITY
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3. GAS	3. WATER LINE
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UNDERWOOD & ROSEBLUM, INC.
PHILLIPS BROOKS ELEMENTARY SCHOOL
3845 AVY AVE
CALIFORNIA
TOPOGRAPHIC SURVEY



Phillips Brooks School

October 30, 2024

Matt Pruter
Associate Planner
City of Menlo Park
701 Laurel Street
Menlo Park, CA 94025

RE: PLN2024-00048 – PHILLIPS BROOKS SCHOOL PORTABLE - 2245 AVY AVENUE, MENLO PARK, CA 94025

Dear Matt,

We have prepared the following project description for PLN2024-00048 as an overview as part of our project submittal.

Background:

Phillips Brooks School (PBS) is a private school located along 2245 Avy Avenue serving students from Kindergarten through 5th grade, as well as a preschool program. The existing campus consists of a series of one-story classroom buildings, a multi-purpose building, a library, and an administrative wing spread across a sloped site. A network of landscaped pathways links the buildings and outdoor activity spaces together. These outdoor spaces include the central lawn and play structure in the center of campus, the basketball court at the southwest edge of the school, and the main outdoor play area along Avy Avenue.

This outdoor area subdivides into five different zones: two play structure areas, a small-sloped field, an asphalt-paved basketball court with a covered canopy, and a play zone along the existing fire lane. This space is used for recess and lunch-time play, PE instruction, and informal play after school. Several mature eucalyptus trees spread throughout this area, providing an overstory of partial shade. The school's after-care program has developed an increased need for indoor classroom space directly adjacent the outdoor play zone, which forms the basis of this project.

PBS leases the campus from the Las Lomas Elementary School District (LLESDD). The school occupies only a portion of LLESDD's property. The complete parcel, as defined by the City of Menlo Park, is zoned P-F (Public Facilities). The District and PBS executed a separate lease agreement that defines the leased property used by Phillips Brooks.

The school currently operates under an existing conditional use permit that was recently updated with the City of Menlo Park.

Project Overview – Site Features and Architectural Description

PBS has an existing portable classroom building on the existing asphalt court space on campus, which was installed in 2021. PBS wants to continue to have the classroom on our property and is asking for a permit for three years. This building consists of a single classroom totaling 960 square feet with a single entrance door. The building is a prefabricated building and is installed on raised wood foundations that are directly set on top of the existing asphalt. Foundation height is less than one foot from the asphalt to the underside of the floor framing. The single entrance door is accessed by a prefabricated metal ramp that is installed parallel to the classroom along the front elevation. Minor asphalt patching is provided at the base of the ramp for a smooth transition and ensures that code-compliant slopes are provided and meet the existing grades.

The building is constructed with T-1-11 wood siding that is painted a medium brown. Windows are located at the front and rear of the building and are clear glazed with a clear-anodized aluminum mullion. There are no windows along the north and south (long-side) elevations. The roof eave and fascia are painted to match the building color.

At the rear elevation facing west, a 6'-0" tall, galvanized metal chain link fence is installed to prevent user access to the wall mounted HVAC condensing unit or the electrical panels.

The surrounding site features are completely unchanged. There are no requested changes to the drainage, grading, or impervious surfaces surrounding the site. New electrical power has been installed in an underground trench, connecting the existing outdoor electrical panels to the west elevation of the portable.

Proposed Use of the Project:

Phillips Brooks School continues to have a need for this classroom, which currently serves as an aftercare classroom space and is used by existing students during the hours of operation approved under the current use permit. This classroom will be used by the school for another three-year period. PBS's after-school program is not new. It has been in place for many years to support Menlo Park community childcare and supervision needs through 5:30 pm each school day.

Existing Conditional Use Permit - Unchanged:

With this project, there will be no changes to density, enrollment, parking, staffing, programming, hours, or anything other condition of this property. The temporary, portable classroom space is solely for existing students, existing programs, and existing timeframes already approved by the school's Conditional Use Permit. No change to the

Conditional Use Permit is requested with this permit application and this classroom space continues to have no changes to the approved conditions.

Neighborhood Outreach

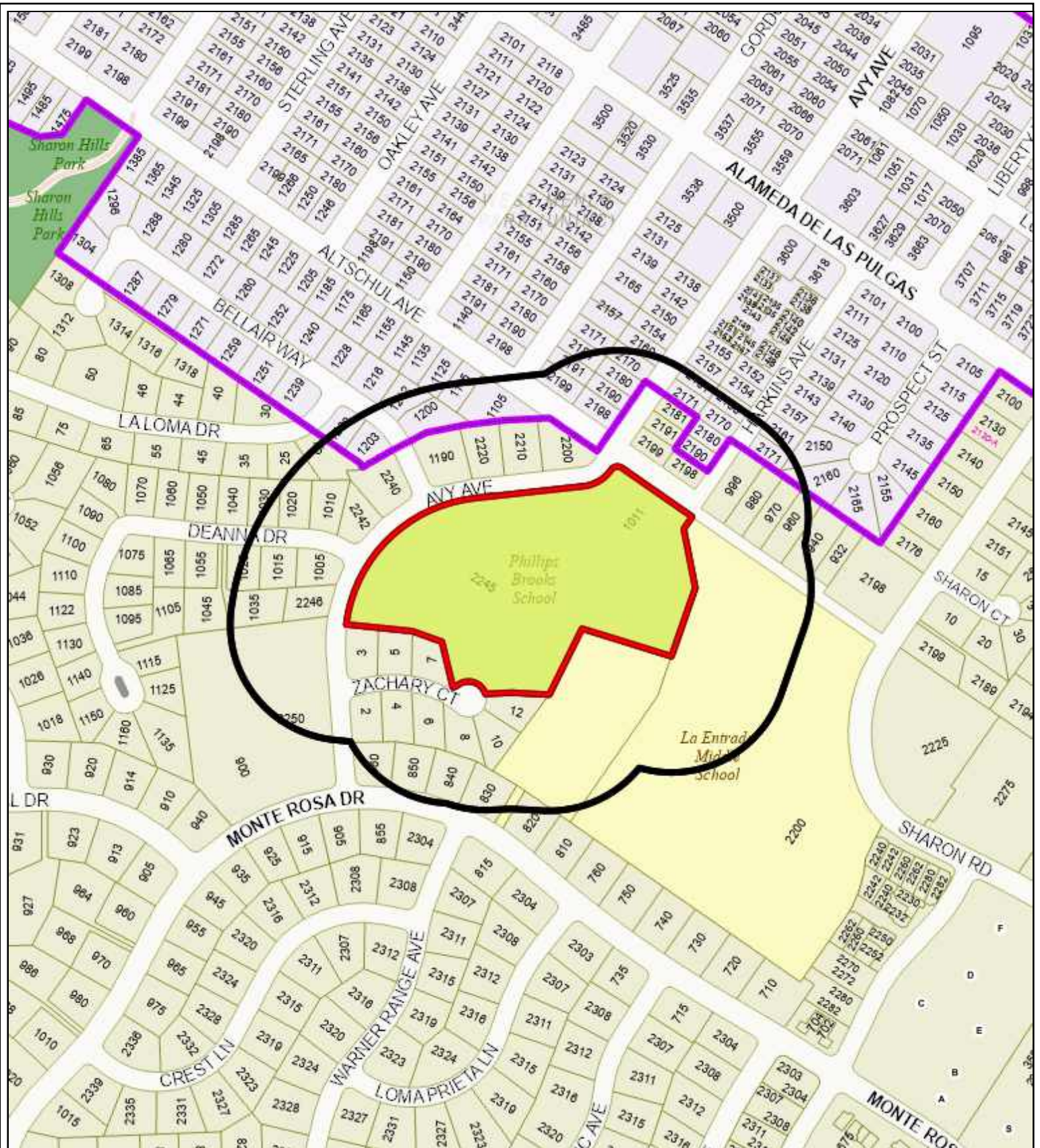
The school convened a neighbor outreach meeting on October 29th, 2024, which they conduct each quarter to discuss any neighbor issues and upcoming school activities. There were no neighbor issues that were raised during the meeting. The school will comply with any special neighbor outreach recommended by the city to preview the details of this project ahead of the Planning Commission meeting to ensure that neighbors receive an additional layer of outreach and information specific to this project, if necessary.

Sincerely,



Olana Khan
Associate Head of School
Phillips Brooks School

LOCATION: 2245 Avy Avenue	PROJECT NUMBER: PLN2024-00048	APPLICANT: Olana Khan	OWNER: Las Lomas Elementary School District
<p>PROJECT CONDITIONS:</p> <ol style="list-style-type: none"> 1. The use permit and architectural control 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 CAW Architects, consisting of eight plan sheets, dated received October 31, 2024, and the applicant’s project description letter, dated received October 30, 2024, and approved by the Planning Commission on November 18, 2024, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. b. 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. c. Notice of Fees Protest – The applicant may protest any fees, dedications, reservations, or other exactions imposed by the City as part of the approval or as a condition of approval of this development. Per California Government Code 66020, this 90-day protest period has begun as of the date of the approval of this application. 2. Approve the use permit and architectural control subject to the following project-specific condition: <ol style="list-style-type: none"> a. The temporary classroom shall be removed from the project site after an additional three-year period, ending on November 15, 2027. b. The temporary classroom and the school site shall comply with all previous conditions of approval, as specified in the use permit and architectural control permit approved on November 15, 2021, by the Planning Commission. 			



City of Menlo Park
 Location Map
 2245 Avy Avenue



Scale: 1:4,000

Drawn By: MAP

Checked By: TAS

Date: 11/18/2024

Sheet: 1