

Charles Holman
P.O. Box 157
Paradise, Ca. 95967

April 28, 2025

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

Re: 1005 Olive Street Project Description for Use Permit application. Remodel and addition to single family home (legal non-conforming)

To whom it may concern:

The proposed project consists of a remodel/addition to a single-family home with an existing non-conforming garage (partially constructed within the 20' front set back on a flag lot). The existing home has small bedrooms with beam and T&G ceilings throughout the home which restrict options for lighting and insulation. The windows, doors and siding are dated and in need of repair. We propose to add on to the home, increasing the size and number of bedrooms and add an additional bathroom. The new top plates would be 9' throughout and support a new 5:12 sloped hip roof, replacing the existing flat and sloped roof. We also propose to demo the existing non-reinforced brick masonry fireplace and chimney in the living room and re-glaze that existing wall facing the pool. A new electric mini-split HVAC system with replace the existing gas-boiler radiant heating system.

With THE existing non-conforming garage, we were required to do an assessment determining if the above improvements would exceed the 75% cost threshold of proposed vs. existing. We had submitted for Plan Check an application package without the hip roof change that was below 75%, but the owner has put that process on hold. We felt that with the costs involved we might as well go for the new roof design to get the owners a final design that better suited their needs. The new roof, however, puts us over the 75" threshold and thus we are required to get Planning Commission approval for a Use Permit.

After an initial, preliminary review with Planning, we have produced an area map of the neighborhood showing adjacent homes and the distances from our proposed remodel to these existing homes (part of application drawing set). We have also attached an Assessor's Parcel map of the block.

The following letter was then sent to all the adjacent neighbors by the homeowner, Erica Galles. This letter was emailed to those she knew and placed in the mailboxes of those without a known email address:

Hi Neighbor-

We are planning a single-story addition to our home with a new hip roof replacing the existing flat and single sloped roof. Because we have an existing “un-conforming” garage we are required to go through additional permitting procedures which require us to reach out and notify neighbors whose properties abut ours. The finished project will be well under the required floor area limits and building heights, but if you would like to review our proposed plans, please let us know and we can arrange a time for you to come by and look at what we have planned. Or we can simply email you the drawings if you would like to see them.

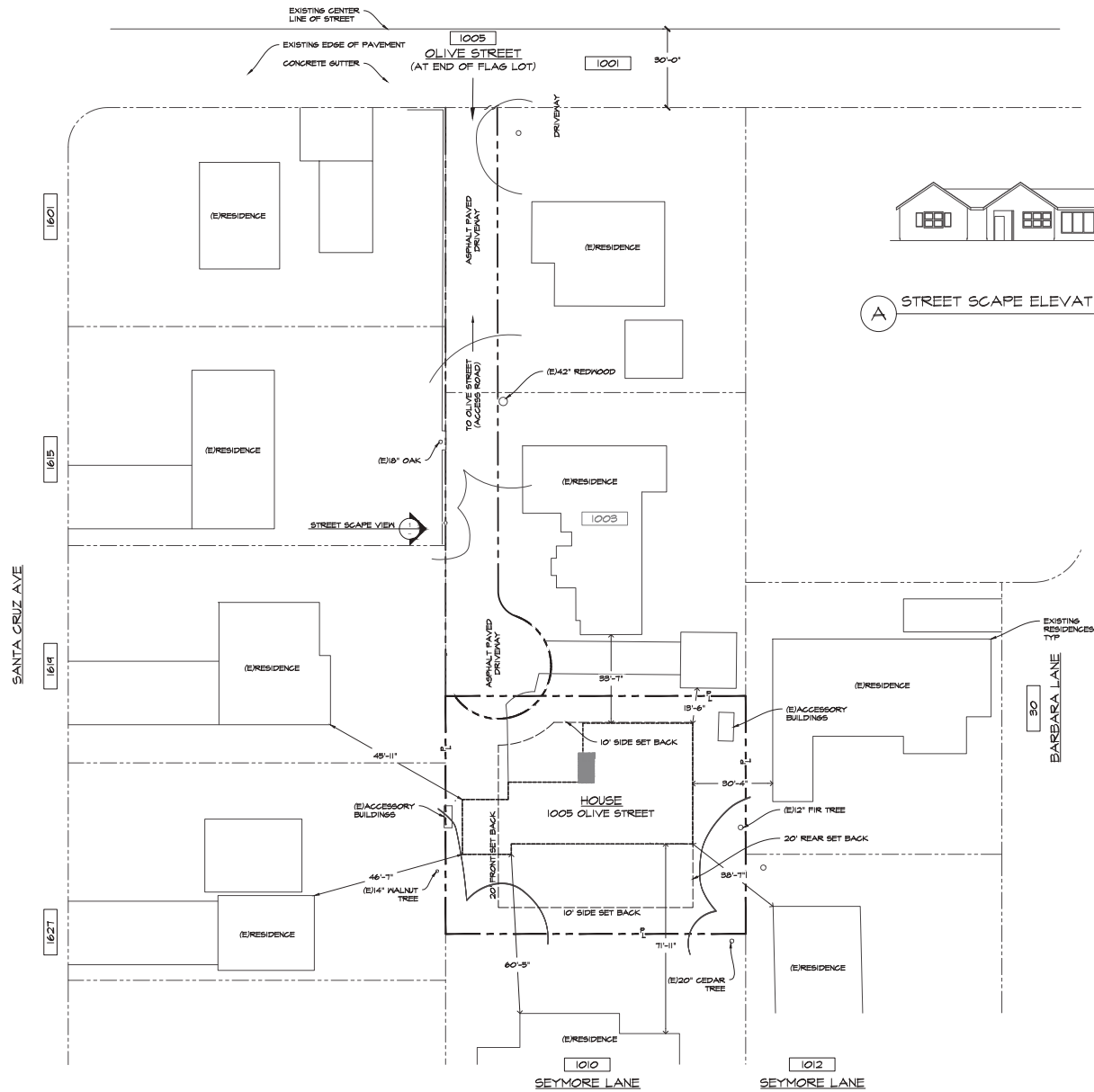
Thanks for your time and we would appreciate hearing from you,

Erica and Dan Galles
1005 Olive St. (flag lot)
650-387-6105

The neighbor at 30 Barbara Lane did respond and asked how high the new rear wall would be and what the roof would look like. We sent them a detailed side elevation/sectional drawing dimensioning the 9' top plate at the 20' rear set back and the 5:12 sloped hip roof. We also sent them a roof plan and have not heard back since.

Another neighbor at 1010 Symore Lane expressed interest in coming by to see the existing lot, meet with Erica and review the application drawing set. We have tried to set up a meeting for the past month, but our schedules don't seem to match up. We left it that they are welcome to come by anytime, but we haven't heard back yet.

Charles Holman
Building Designer and Applicant



PROJECT DESCRIPTION:

INTERIOR REMODEL AND ADDITION TO BEDROOM WING OF HOME. DEMO (E)MASONRY FIREPLACE IN LIVING ROOM AND REPLACE WINDOW WALL WITH (N)DOUBLE PANE GLAZING. REPLACE RADIANT HEATING WITH NEW MINI SPLIT HVAC SYSTEM. USE PERMIT REQUIRED DUE TO SCOPE OF WORK & LEGAL, NON-CONFORMING GARAGE WITHIN FRONT SET BACK. REFER TO PROJECT DESCRIPTION LETTER ATTACHED.

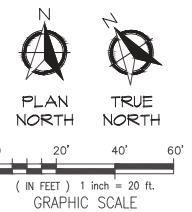
PROJECT DATA:

ZONING : R-1-S
OCCUPANCY GROUP : R3/U
TYPE OF CONST. : V-B
STORIES : 1
FIRE SPRINKLERS : TBD

APNs
071-162-120

TABLE OF CONTENTS:

A-1 : AREA PLAN
A-2 : SITE PLAN
A-3 : EXISTING FLOOR PLAN
A-4 : PROPOSED FLOOR PLAN
A-5 : PROPOSED ROOF PLAN
A-6 : EXISTING POLYGON AREA DIAGRAM
A-7 : PROPOSED POLYGON AREA DIAGRAM
A-8 : EXISTING EXTERIOR ELEVATIONS
A-9 : PROPOSED EXTERIOR ELEVATIONS
A-10 : PROPOSED EXTERIOR ELEVATIONS
A-11 : SECTIONS
SU-1 : SURVEY
SU-2 : SURVEY
C-1 : GRADING AND DRAINAGE PLAN
C-2 : EROSION CONTROL PLAN



AREA PLAN

REVISIONS	DEPT.



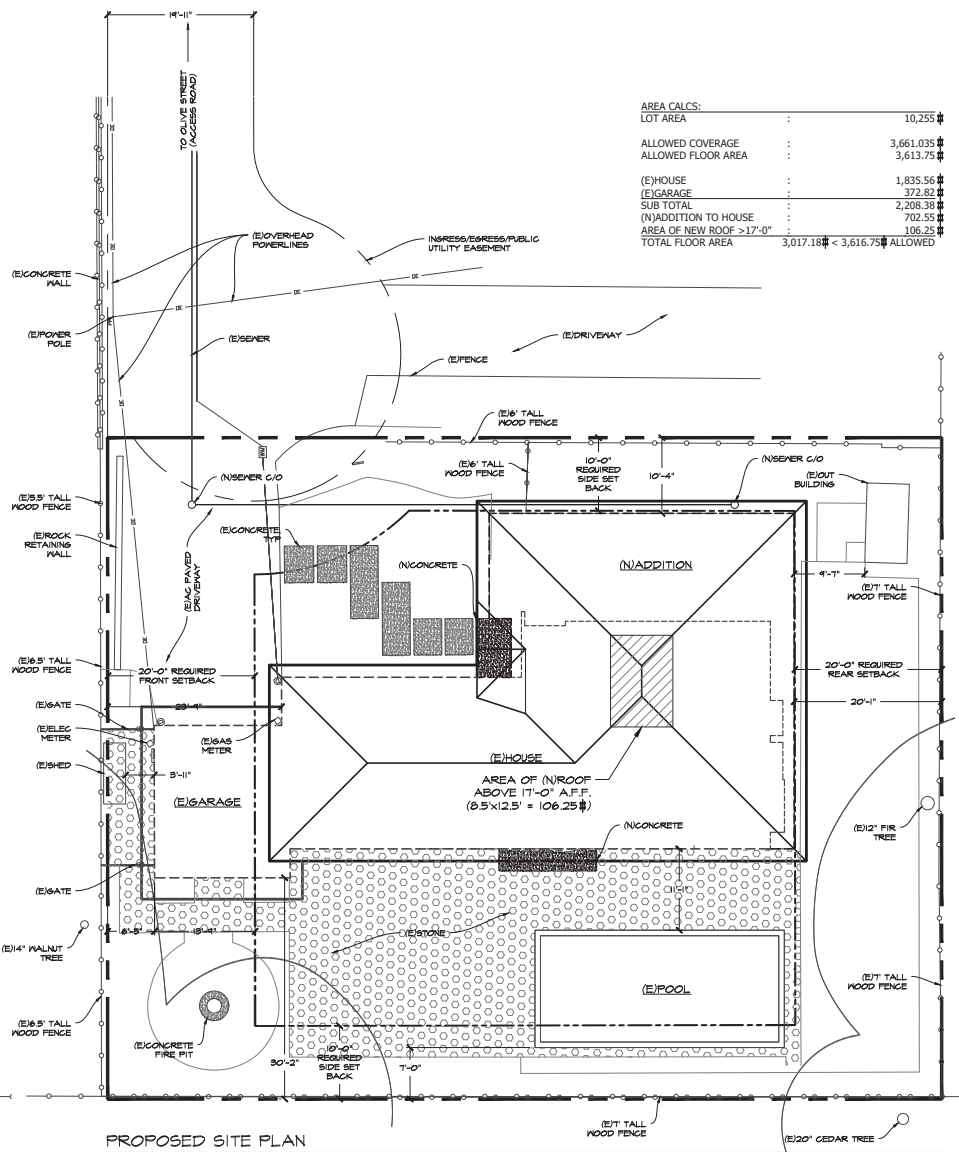
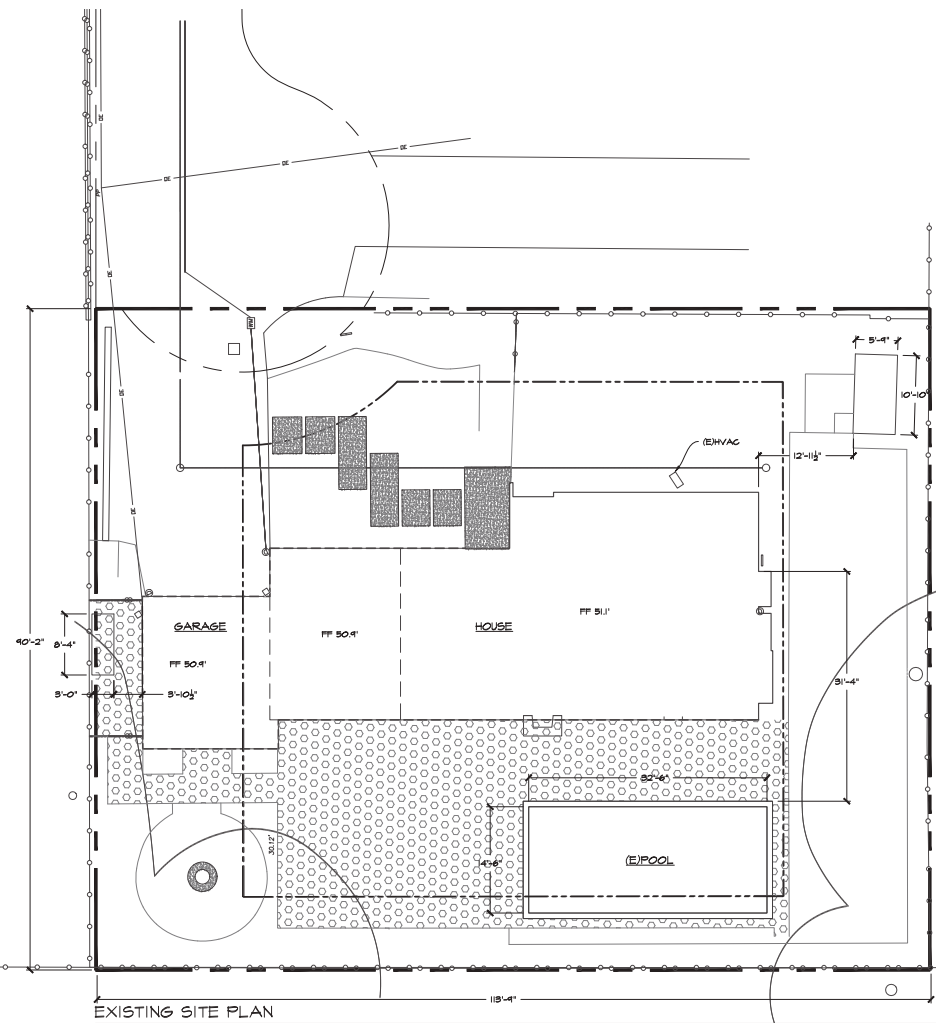
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REMODEL FOR:
GALLES RESIDENCE
1005 OLIVE STREET
MENLO PARK, CA 94025

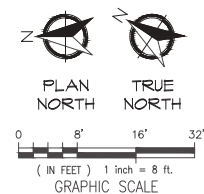
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-
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4-20-25
DRAWN BY
Benjamin J Forte

AREA PLAN

A-1



AREA CALCS:	
LOT AREA	10,255 #
ALLOWED COVERAGE	3,661.035 #
ALLOWED FLOOR AREA	3,613.75 #
(E)HOUSE	1,835.56 #
(E)GARAGE	372.82 #
SUB TOTAL	2,208.38 #
(N)ADDITION TO HOUSE	702.55 #
AREA OF NEW ROOF >17'-0"	106.25 #
TOTAL FLOOR AREA	3,017.18 # < 3,616.75 # ALLOWED



REVISIONS	DEPT.

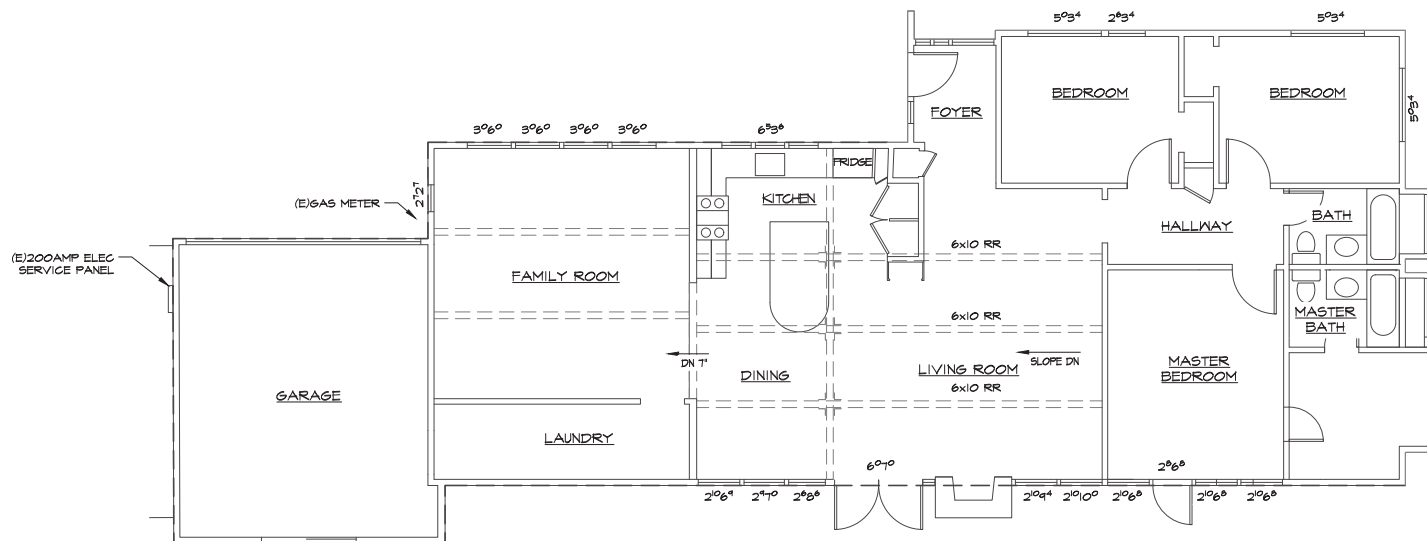


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SITE PLAN

A-2



WALL LEGEND

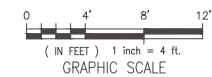
EXISTING



PLAN
NORTH



TRUE
NORTH



REVISIONS	DEPT.



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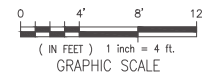
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EXISTING
FLOOR PLAN

A-3

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-
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A - 4



NOTE:
VERIFY WIDOW/DOOR SIZE
PRIOR TO PROCUREMENT

PROPOSED FLOOR PLAN

REVISIONS	DEPT.



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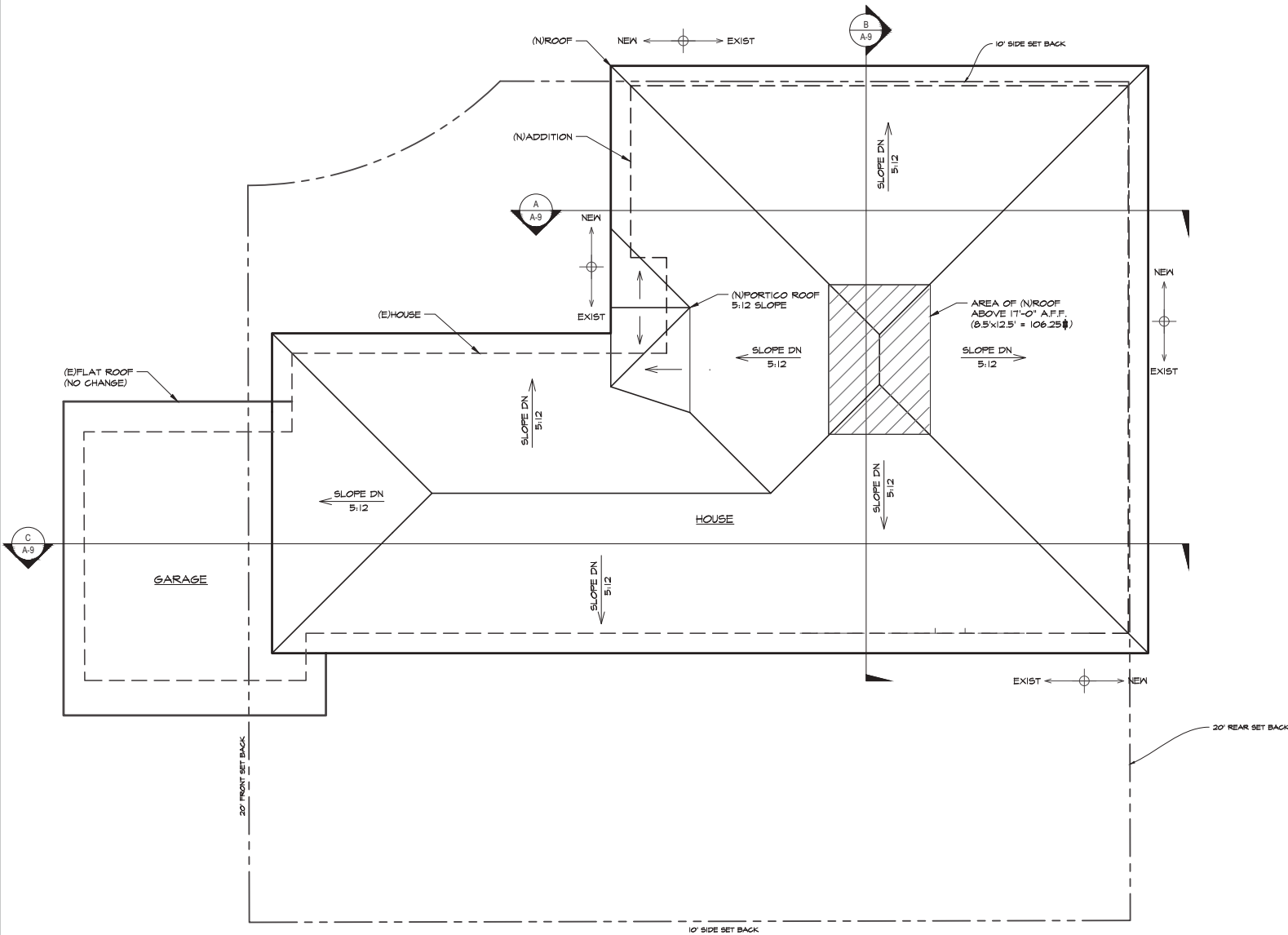
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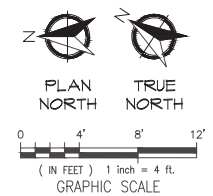
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PROPOSED
ROOF PLAN

A-5



PROPOSED ROOF PLAN



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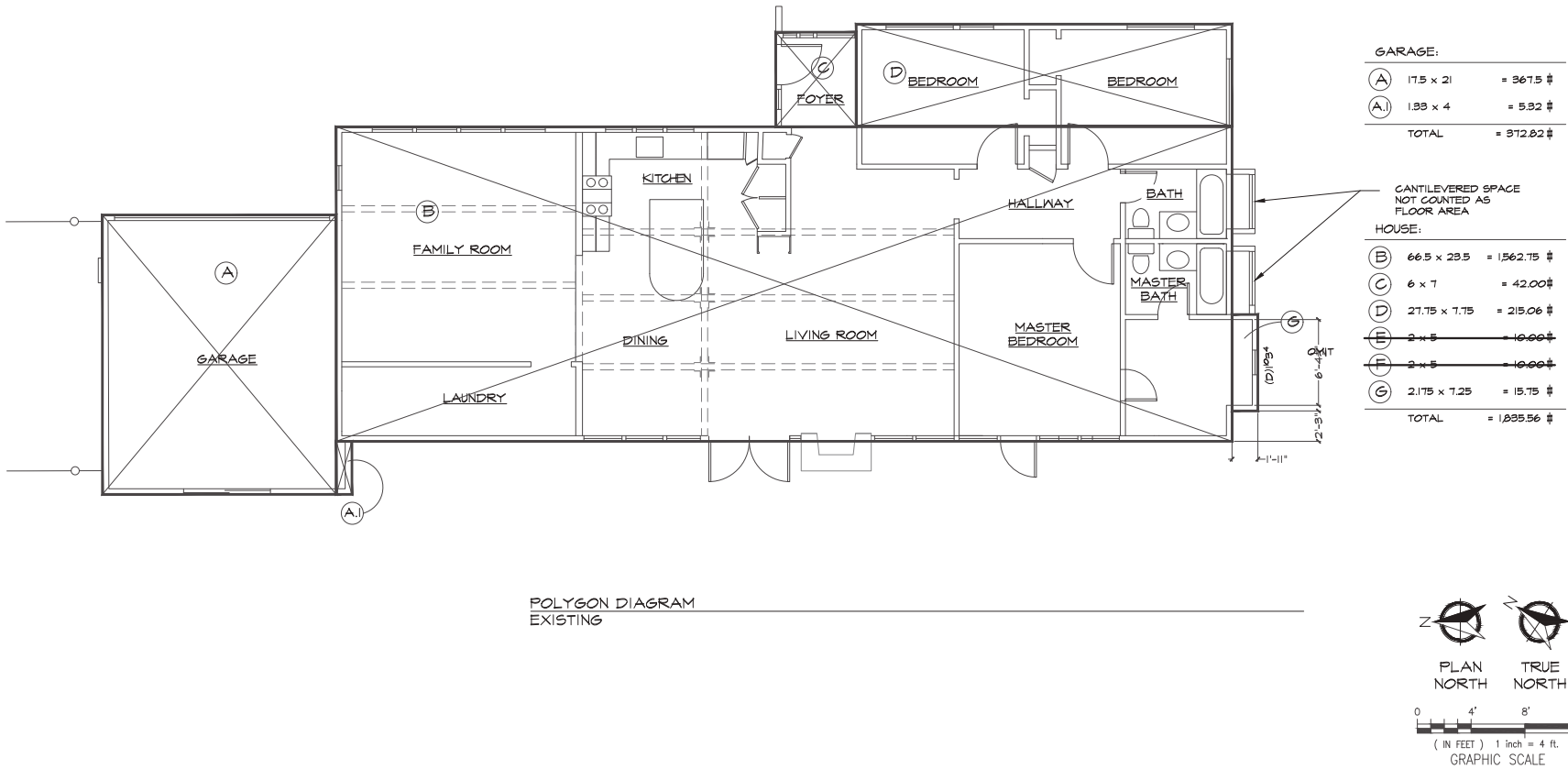
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EXISTING
 POLYGON
 AREA DIAGRAM

A-6



REVISIONS	DEPT.
9/23/24	PLANNING



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GALLES RESIDENCE
1005 OLIVE STREET
MENLO PARK, CA 94025

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PROPOSED
POLYGON
AREA DIAGRAM

A-7

(N)ADDITION:

(A)	1.667 x 7.5	= 12.5 #
(B)	41.5 x 14.25	= 591.375 #
(C)	7.5 x 0.75	= 5.625 #
(D)	9.5 x 22	= 77 #
(E)	1.25 x 7	= 8.75 #
(F)	9.25 x 2.25	= 7.90 #
TOTAL		= 702.55 #

REMODEL OF (E)LIVING:

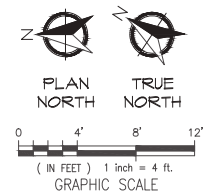
(G)	5.75 x 7.5	= 43.125 #
(H)	7 x 8.25	= 57.75 #
(I)	4.5 x 8.5	= 38.25 #
(J)	10.5 x 10.5	= 110.25 #
(K)	4.5 x 2.5	= 11.25 #
(L)	4.5 x 5.5	= 52.25 #
(M)	15.25 x 15	= 228.75 #
(N)	5 x 6.25	= 31.25 #
(O)	2 x 4	= 8 #
TOTAL		= 580.875 #

REMODEL OF (E)BATHROOMS:

(P)	5 x 11	= 55 #
(Q)	10.5 x 5	= 52.5 #
(R)	5 x 8.25	= 41.25 #
(S)	2 x 3	= 6 #
TOTAL		= 154.75 #

REMOVE (E)CHIMNEY & REPLACE
(E)WINDOW WALL = 247.5 #

(N)ROOF OVER
(E)FLOOR AREA = 1,816.625 #



NONCONFORMING STRUCTURE - NEW WORK VALUE CALCULATION

Address: 1005 Olive St.

Case No.:

50% of Existing Value \$186,004.71

75% of Existing Value \$284,007.00

Value of Proposed Project \$323,820.71 82%

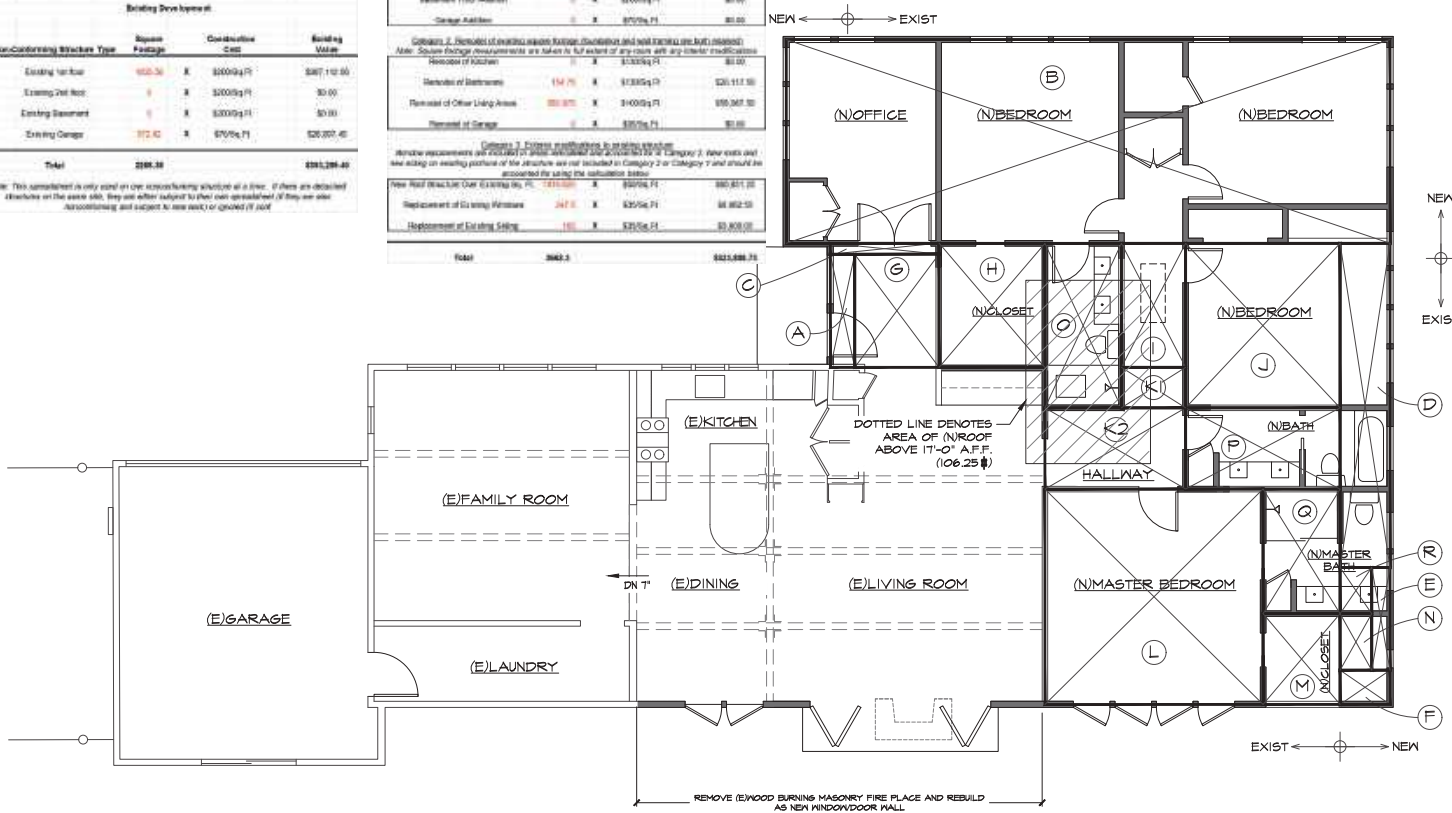
Existing Development:

Non-Conforming Structure Type	Square Footage	Constructive Cost	Existing Value
Existing 1st Floor	6,020.56	\$100.00/Sq Ft	\$602,056.00
Existing 2nd Floor	0	\$100.00/Sq Ft	\$0.00
Existing Basement	0	\$100.00/Sq Ft	\$0.00
Existing Garage	7,172.42	\$70.00/Sq Ft	\$502,069.40
Total	13,192.98		\$1,104,125.40

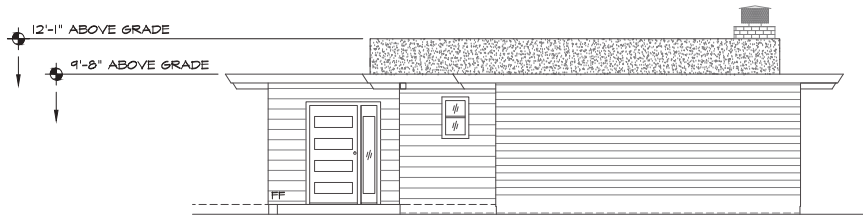
Note: This calculation is only valid on one nonconforming structure at a time. If there are detailed structures on the same site, they will either be subject to their own calculation or they will be also nonconforming and subject to new work or optional if used.

Proposed Development

Proposed Development Type	Square Footage	Constructive Cost	Development Value
Category 1: New square footage (area of new foundation and/or wall) (square)			
1st Floor Addition	1,020.56	\$100.00/Sq Ft	\$102,056.00
2nd Floor Addition	0	\$100.00/Sq Ft	\$0.00
Basement Floor Addition	0	\$100.00/Sq Ft	\$0.00
Garage Addition	0	\$70.00/Sq Ft	\$0.00
Category 2: Removal of existing square footage (foundation and wall) (square) (square)			
Removal of 1st Floor	0	\$100.00/Sq Ft	\$0.00
Removal of 2nd Floor	1,147.56	\$100.00/Sq Ft	\$114,756.00
Removal of Other Living Areas	880.875	\$100.00/Sq Ft	\$88,087.50
Removal of Garage	0	\$70.00/Sq Ft	\$0.00
Category 3: Existing modifications to existing structure (square)			
New Roof Structure Over Existing Sq. Ft.	1,816.625	\$100.00/Sq Ft	\$181,662.50
Replacement of Existing Windows	247.5	\$100.00/Sq Ft	\$24,750.00
Replacement of Existing Siding	1,816.625	\$100.00/Sq Ft	\$181,662.50
Total	3,945.135		\$420,176.00



POLYGON DIAGRAM
PROPOSED



1 ELEVATION - NORTH (EXISTING)



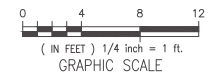
2 ELEVATION - SOUTH (EXISTING)



3 ELEVATION - EAST (EXISTING)



4 ELEVATION - WEST (EXISTING)



REVISIONS	DEPT.



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EXISTING
EXTERIOR
ELEVATIONS

A-8

REVISIONS	DEPT.

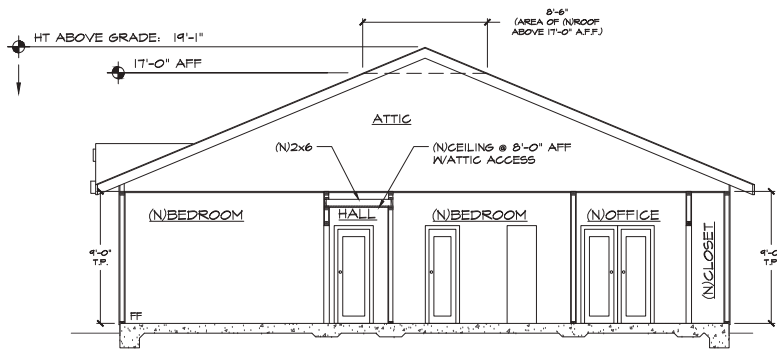


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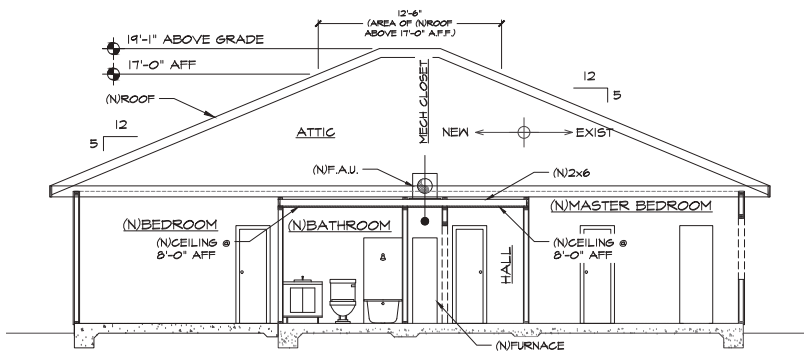
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PROPOSED
SECTIONS

A-11

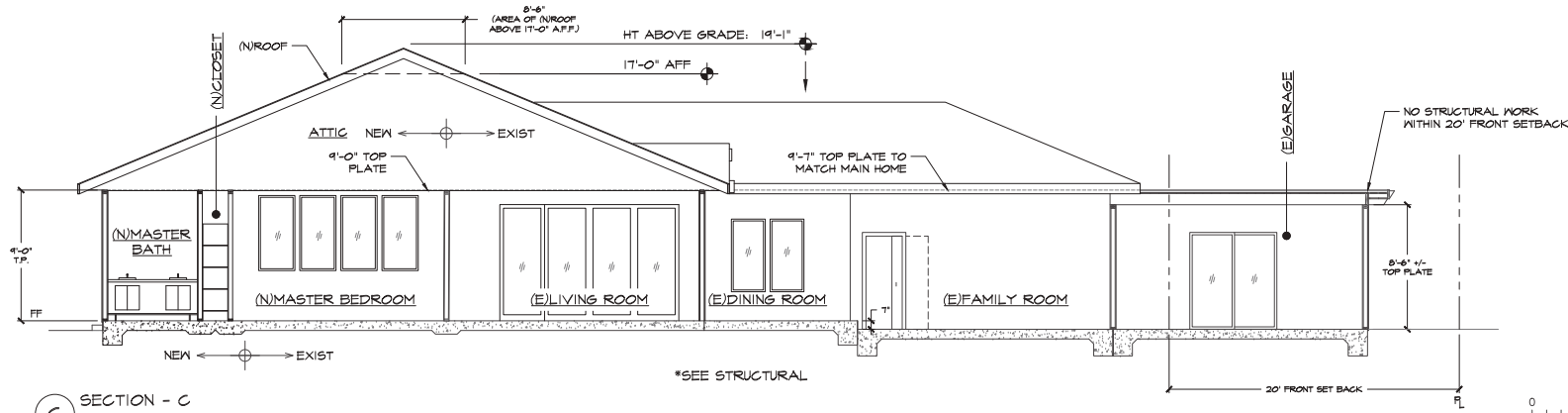


A SECTION - A

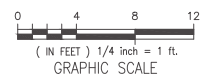


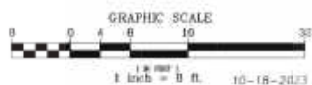
B SECTION - B

NOTE:
SEE STRUCTURAL DRAWINGS FOR
FOUNDATION / FRAMING PLANS



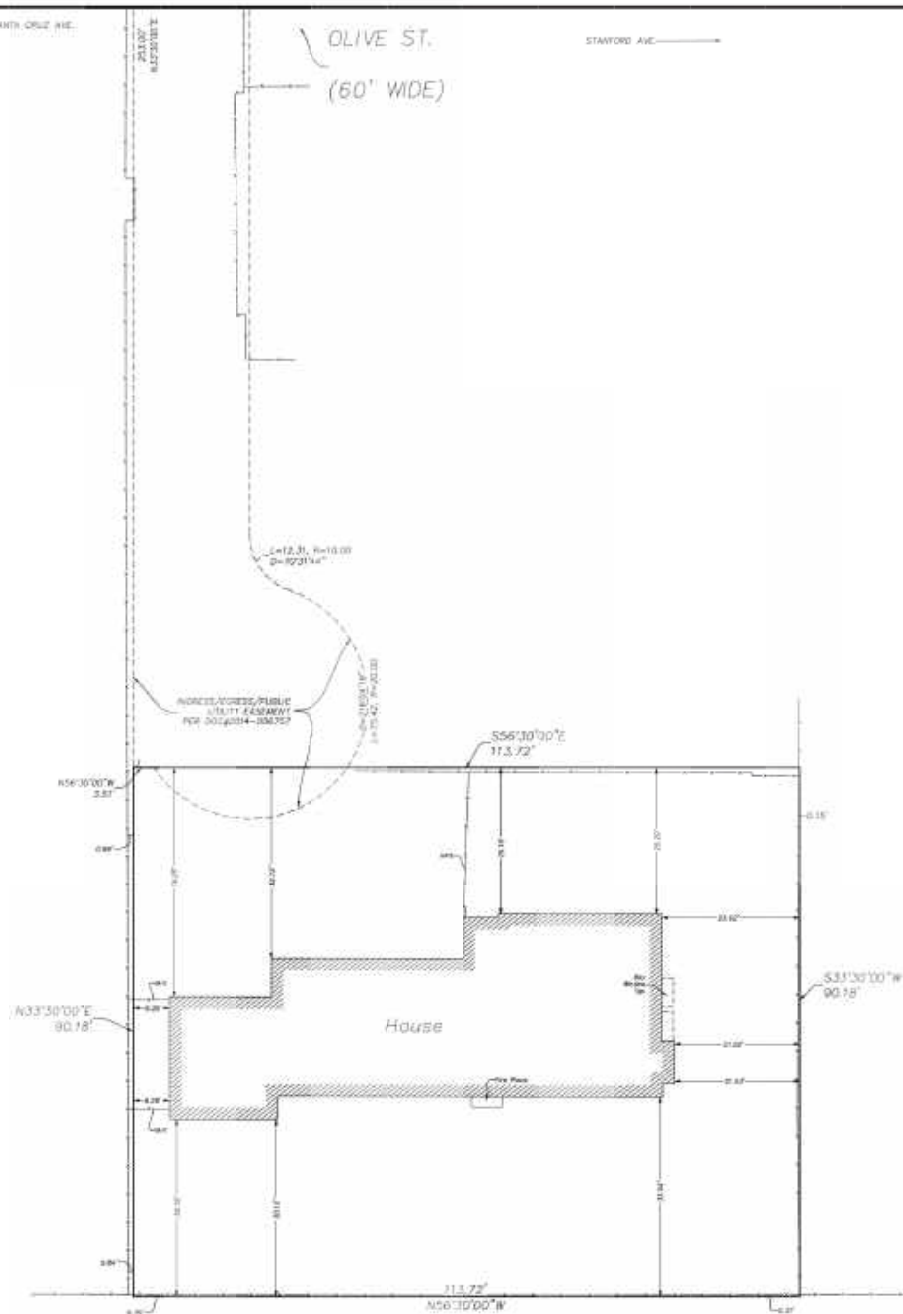
C SECTION - C





LEGEND

- FOUND POINT IN MONUMENT CASING (AS NOTED)
- FOUND POINT AS NOTED
- () RECORD DATA / REFERENCE
- FENCE



NOTES

- ALL DISTANCES AND DIMENSIONS ARE IN FEET AND DECIMALS.
- BUILDING LOCATION DIMENSIONS ARE MEASURED PERPENDICULAR TO THE PROPERTY LINES.
- DIMENSIONS TO THE BUILDING ARE TAKEN AT THE EXTERIOR FINISHED SURFACE. THE BUILDING EXTERIOR FINISHED SURFACE IS WOOD Siding AND SIDING APPROXIMATELY 0.04'-0.07' IN THICKNESS.
- EXISTING HARDSCAPE IS NOT SHOWN ON THIS SURVEY.
- THIS IS A CASUAL TOPOGRAPHIC SURVEY - BUILDINGS AND FENCES ONLY.
- A BOUNDARY SURVEY WAS PERFORMED TO ACCURATELY LOCATE THE LEGAL PROPERTY LINES IN RELATION TO THE EXISTING IMPROVEMENTS (BUILDING).
- A CURRENT TITLE REPORT FOR THE SUBJECT PROPERTY HAS NOT BEEN EXAMINED.
- UT-1: WATER POWERED LINE SURVEY FOR EXTENT OF RECORD WAY (EAST) THAT ARE NOT SHOWN ON THIS MAP.



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

BOUNDARY AND TOPOGRAPHIC SURVEY
 1005 OLIVE ST.
 MENLO PARK
 APN: 071-162-120
 DOC#2014-056757
 LOT AREA: 10,255 SQ. FT.

L. Wade Hammond
 Land Surveying
 Civil Engineering
 36660 Newark Blvd., Suite C
 Newark, California 94560
 Tel: (916) 379-6112
 wade@wlandsurveyors.com www.wadehammondls.com

NOTES

ALL DISTANCES AND DIMENSIONS ARE IN FEET AND DECIMALS.

UNDERGROUND UTILITY - LOCATION IS BASED ON SURFACE EVIDENCE.

BUILDING LOCATION DIMENSIONS ARE MEASURED PERPENDICULAR TO THE PROPERTY LINES.

DIMENSIONS TO THE BUILDING ARE TAKEN AT THE EXTERIOR FINISHED SURFACE. THE BUILDING EXTERIOR FINISHED SURFACE IS WOOD SIDING AND VARIES APPROXIMATELY 0.04"-0.07" IN THICKNESS.

FINISH FLOOR ELEVATION TAKEN AT DOOR THRESHOLD (EXTERIOR).

BENCHMARK: ASSUMED DATUM, POINT AS SHOWN

A BOUNDARY SURVEY WAS PERFORMED TO ACCURATELY LOCATE THE LEGAL PROPERTY LINES IN RELATION TO THE EXISTING IMPROVEMENTS (BUILDING)

A CURRENT TITLE REPORT FOR THE SUBJECT PROPERTY HAS NOT BEEN EXAMINED BY L. WADE HAMMOND LAND SURVEYOR. EASEMENTS OF RECORD MAY EXIST THAT ARE NOT SHOWN ON THIS MAP.

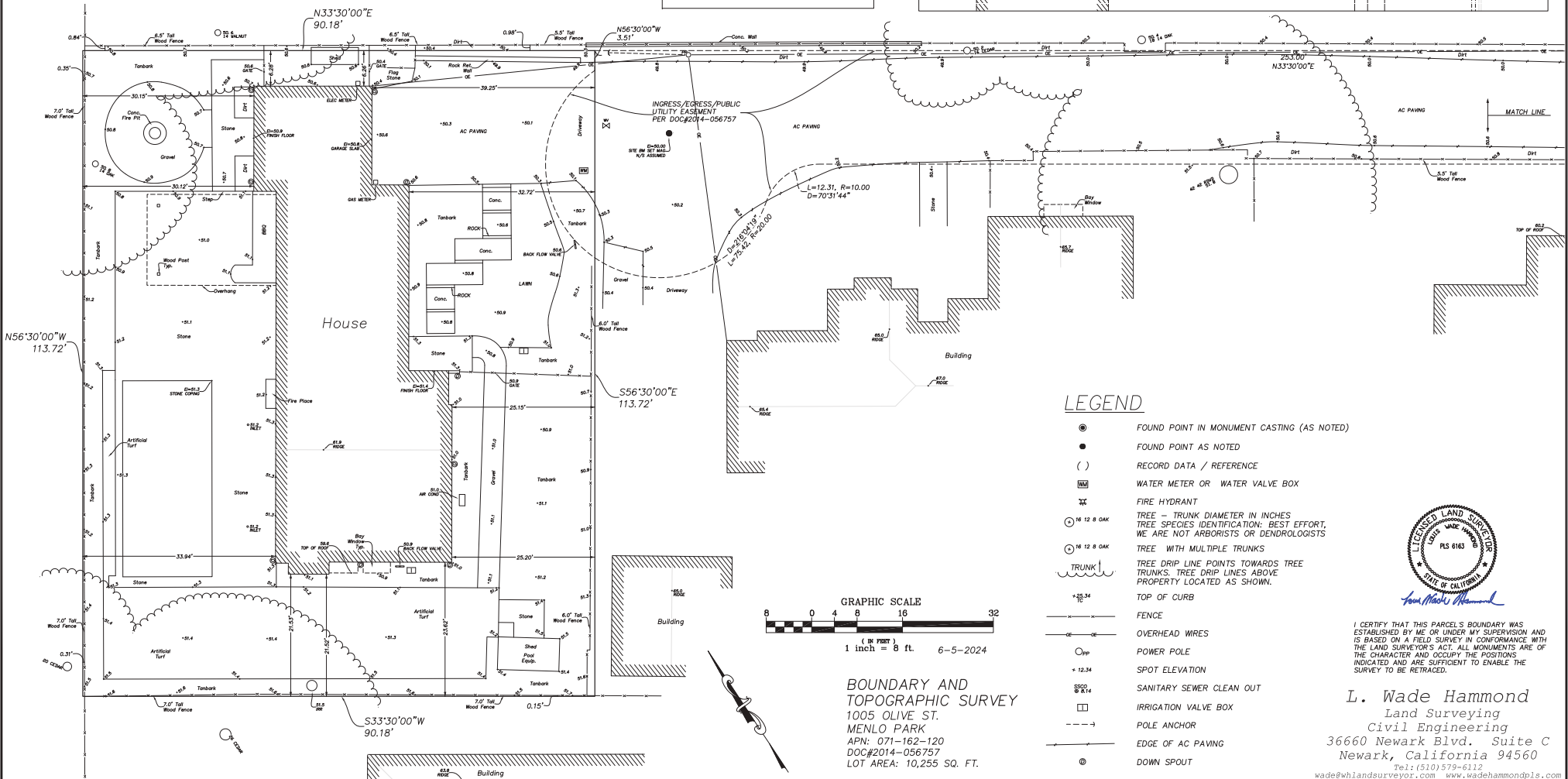
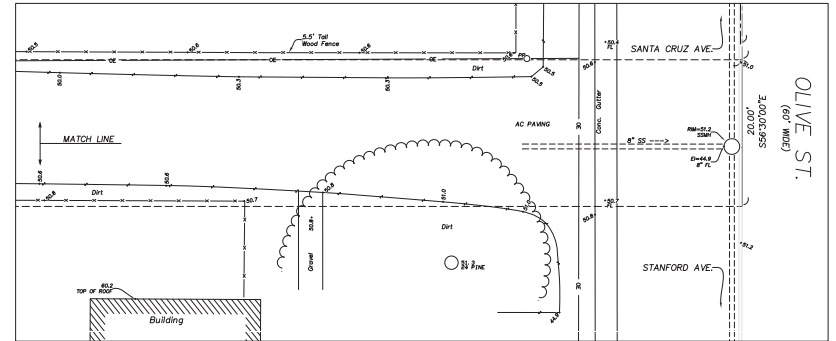
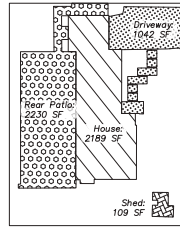
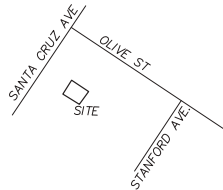
CONTOURS SHOWN UNDER BUILDINGS ARE FOR SLOPE CALCULATIONS ONLY

TREE SPECIES IDENTIFICATION: BEST EFFORT, WE ARE NOT ARBORISTS OR DENDROLOGISTS.

TREES SHOWN ARE 6" TRUNK DIAMETER OR LARGER, MEASURED 5' ABOVE GRADE

ABBREVIATIONS

AC ASPHALT
BW BACK OF WALK
CONC. CONCRETE
FL FLOW LINE
FSM SANITARY SEWER MANHOLE
P.U.E. PUBLIC UTILITY EASEMENT
NRW NO RECORD OF MONUMENT



LEGEND

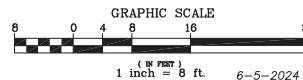
- FOUND POINT IN MONUMENT CASTING (AS NOTED)
- FOUND POINT AS NOTED
- () RECORD DATA / REFERENCE
- WM WATER METER OR WATER VALVE BOX
- ⚡ FIRE HYDRANT
- 16 12 8 OAK TREE - TRUNK DIAMETER IN INCHES
- 16 12 8 OAK TREE SPECIES IDENTIFICATION: BEST EFFORT, WE ARE NOT ARBORISTS OR DENDROLOGISTS
- 16 12 8 OAK TREE WITH MULTIPLE TRUNKS
- 16 12 8 OAK TREE DRIP LINE POINTS TOWARDS TREE
- 16 12 8 OAK TRUNKS, TREE DRIP LINES ABOVE PROPERTY LOCATED AS SHOWN.
- 16 12 8 OAK TOP OF CURB
- 16 12 8 OAK FENCE
- 16 12 8 OAK OVERHEAD WIRES
- 16 12 8 OAK POWER POLE
- 16 12 8 OAK SPOT ELEVATION
- 16 12 8 OAK SANITARY SEWER CLEAN OUT
- 16 12 8 OAK IRRIGATION VALVE BOX
- 16 12 8 OAK POLE ANCHOR
- 16 12 8 OAK EDGE OF AC PAVING
- 16 12 8 OAK DOWN SPOUT

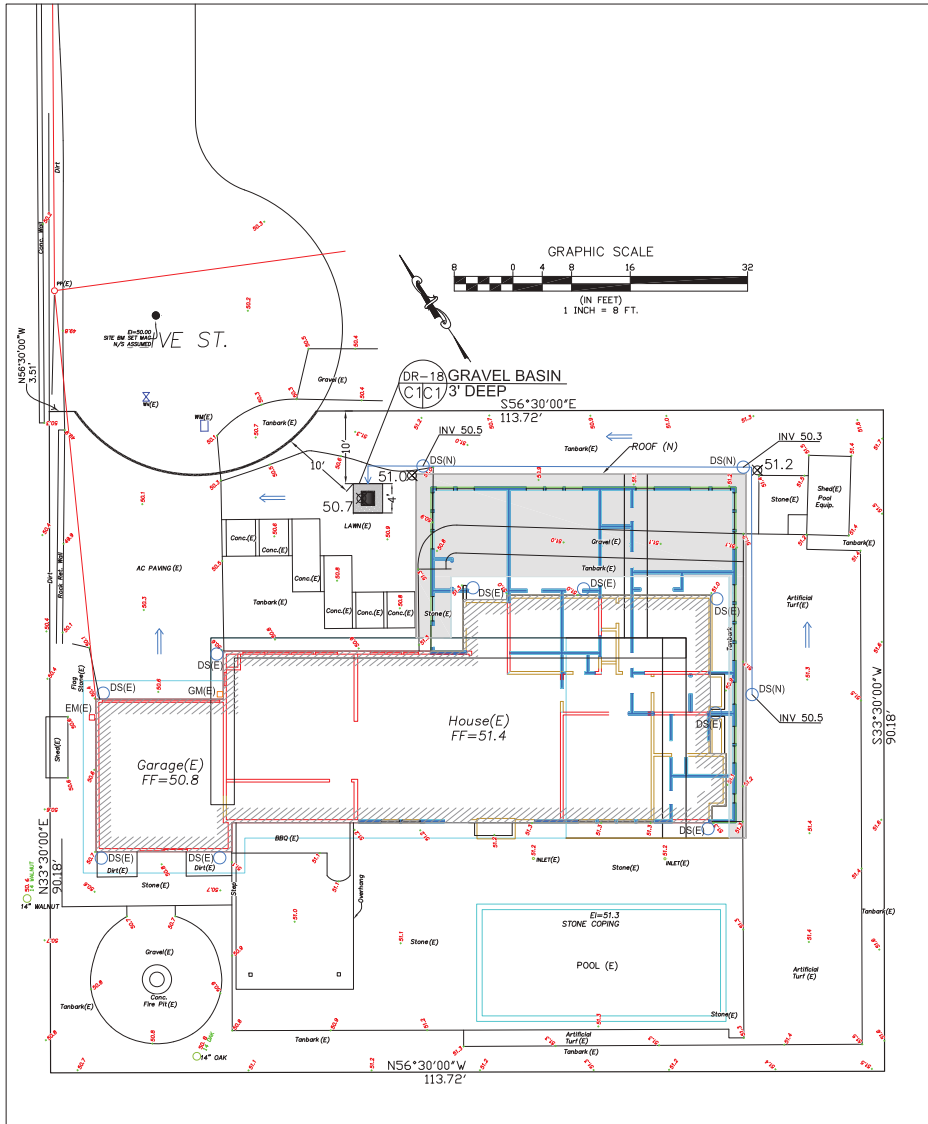


I CERTIFY THAT THIS PARCEL'S BOUNDARY WAS ESTABLISHED BY ME OR UNDER MY SUPERVISION AND IS BASED ON A FIELD SURVEY IN CONFORMANCE WITH THE LAND SURVEYOR'S ACT. ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED AND ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

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BOUNDARY AND TOPOGRAPHIC SURVEY
1005 OLIVE ST.
MENLO PARK
APN: 071-162-120
DOC#2014-056757
LOT AREA: 10,255 SQ. FT.





LEGEND

- EXISTING SPOT ELEVATION
- PROPOSED SPOT ELEVATION
- 4" SOLID PLASTIC DRAIN PIPE @ 1.0% MINIMUM SLOPE.
- EXISTING DOWNSPOUT
- PROPOSED DOWNSPOUT
- DIRECTION OF SURFACE DRAINAGE FLOW

GRADING NOTES

- CUT VOLUME: 10 CY (FOR FOUNDATION)
FILL VOLUME: 0 CY
- ABOVE VOLUMES ARE APPROXIMATE.
 - ALL GRADING SHALL CONFORM TO LOCAL CODES AND ORDINANCES.
 - ALL TRENCHES UNDER PROPOSED PAVED AREAS OR CONCRETE SHALL BE BACKFILLED TO SUBGRADE ELEVATION WITH COMPACTED APPROVED GRANULAR MATERIALS. IF TRENCHES ARE IN PROPOSED LANDSCAPE AREAS, THEY SHALL BE BACKFILLED WITH COMPACTED APPROVED GRANULAR MATERIAL TO WITHIN ONE FOOT OF FINISHED GRADE, AND THEN FILLED WITH HAND TAMPED SOILS.
 - GROUND ELEVATIONS WILL REMAIN UNCHANGED ALONG PROPERTY LINES.

GENERAL NOTES

- PLANS PREPARED AT THE REQUEST OF:
CHARLES HOLMAN, ARCHITECT
- SURVEY AND TOPOGRAPHY BY OTHERS.
- ELEVATION DATUM: ASSUMED. THIS IS NOT A BOUNDARY SURVEY.
- CONTRACTOR IS RESPONSIBLE FOR REMOVAL AND REPLACEMENT OF ALL PUBLIC RIGHT-OF-WAY IMPROVEMENTS DAMAGED DURING CONSTRUCTION.

ON-SITE IMPERVIOUS AREAS

PRE-DEVELOPMENT TOTAL = 5,686 SF
POST-DEVELOPMENT TOTAL = 6,397 SF

NET CHANGE = +753 SF

DRAINAGE NOTES

- DRAINAGE INTENT: IT IS THE INTENT OF THE DRAINAGE SYSTEM TO CONVEY NEW ROOF RUNOFF TO A SAFE LOCATION, AND TO MINIMIZE EXCESSIVE MOISTURE AROUND NEW FOUNDATIONS.
- THE STORM RUNOFF GENERATED BY THE NEW PROJECT SHALL NOT DRAIN ONTO ADJACENT PROPERTIES. THE EXISTING STORM DRAINAGE FROM THE ADJACENT PROPERTIES SHALL NOT BE BLOCKED BY THE NEW DEVELOPMENT.
- THE SITE IS COMPRISED OF ONE WATERSHED: AREA = 10,054 SF = 0.23 ACRES.
- DRAINAGE IS VERY GRADUAL, TO THE DRIVEWAY. DRAINAGE ULTIMATELY FLOWS TO SAN FRANCISCO CREEK.
- RAINFALL INTENSITY, 10-YEAR STORM = 1.78 IN/HR.
- NEAREST STORM DRAIN IS AT THE CORNER OF OLIVE STREET AND SANTA CRUZ AVENUE, ABOUT 450 FEET AWAY.
- UNDER NO CIRCUMSTANCES SHALL DRAINAGE RESULTING FROM THIS PROJECT, DURING OR POST-CONSTRUCTION, DIRECTLY SHEETFLOW ACROSS AN ADJOINING PROPERTY. RUNOFF SHALL BE CONTAINED ON-SITE UP TO THE 10-YEAR STORM.

PUBLIC WORKS NOTES

- ALL EXISTING CRACKED OR DAMAGED FEATURES ALONG THE PROPERTY FRONTAGE MUST BE REPAIRED IN KIND. ALL FRONTAGE IMPROVEMENT WORK SHALL BE IN ACCORDANCE WITH THE LATEST VERSION OF THE CITY STANDARD DETAILS.
- ANY FRONTAGE IMPROVEMENTS WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION WILL BE REQUIRED TO BE REPLACED.
- AN ENCROACHMENT PERMIT FROM THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES IN THE PUBLIC RIGHT OF WAY.

PROJECT DIRECTORY

DESIGNER
CHARLES HOLMAN
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CIVIL ENGINEER
CHARLES KISSICK
SIGMA PRIME GEOSCIENCES, INC.
332 PRINCETON AVENUE
HALF MOON BAY, CA 94019
TEL: 650-728-3590
FAX: 650-728-3593



GRADING AND DRAINAGE PLAN

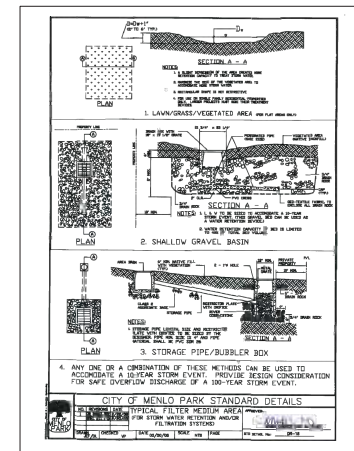
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JOB NO.: 24-138
REV. DATE: 10-09-24
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SIGMA PRIME GEOSCIENCES, INC.
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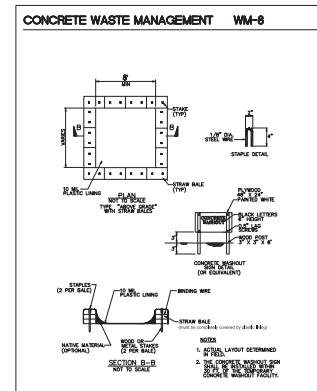
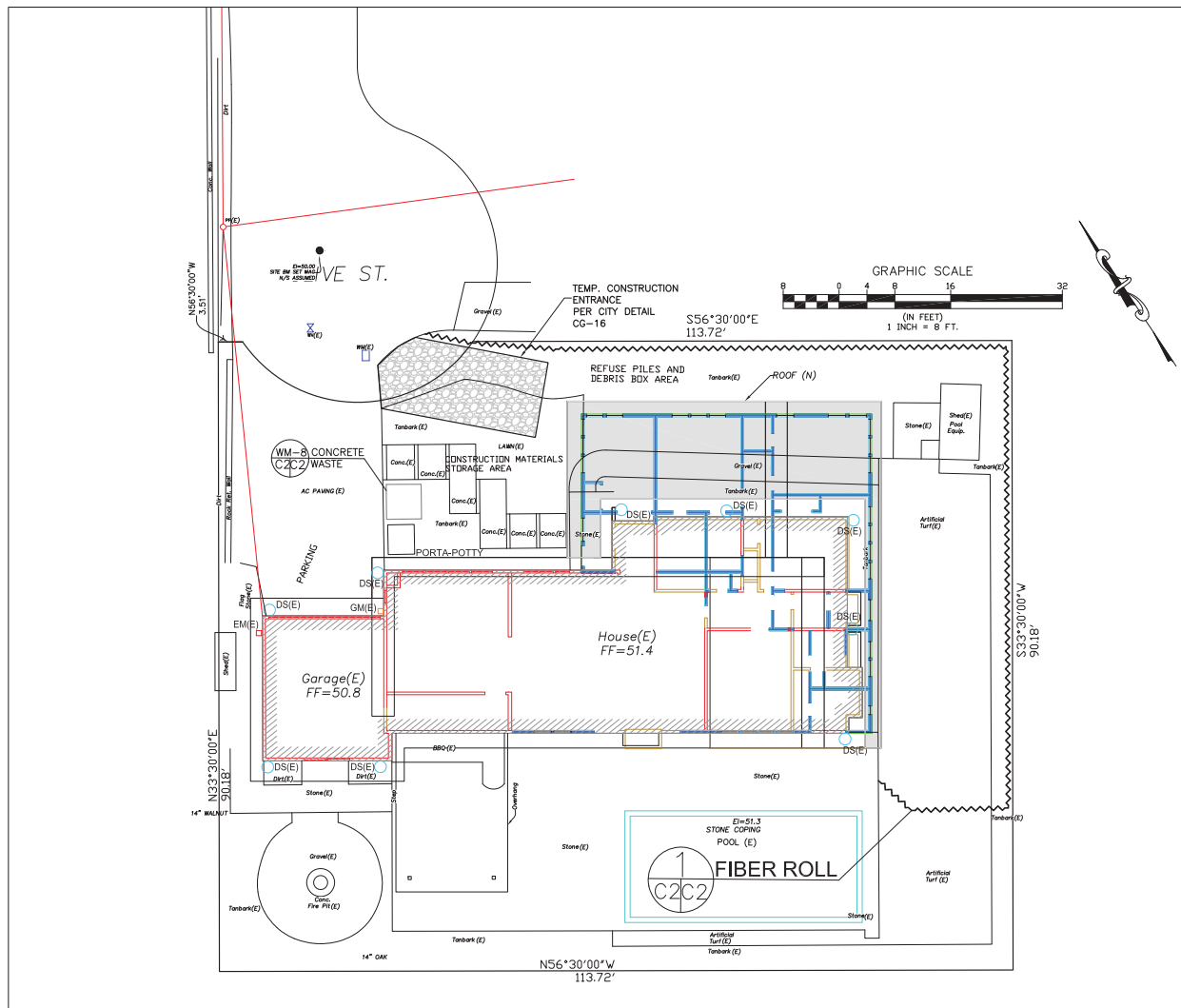
GRADING AND DRAINAGE PLAN

SHEET

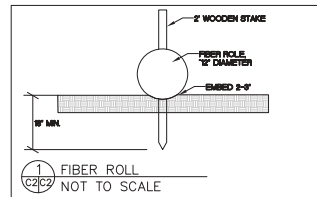
C-1



NOTE: USE DETAIL #3, WITH 4' X 4' X 3' DEEP GRAVEL BASIN.



- ### EROSION AND SEDIMENT CONTROL NOTES
- FIBER ROLL: INSTALL AT LOCATIONS SHOWN
 AFFIX AS SHOWN IN DETAIL 1.
1. FOR CONSTRUCTION DURING DRY SEASON, ALL EXPOSED SURFACES SHALL BE WETTED PERIODICALLY TO PREVENT SIGNIFICANT DUST.
 2. ALL EXPOSED SOIL, SHARDBLOCKED FROM EROSION, BETWEEN OCTOBER 1 AND APRIL 30.
 3. ALL STOCKPILED SOIL SHALL BE COVERED DURING PERIODS OF RAIN.
 4. BEFORE COMPLETION OF PROJECT ALL EXPOSED OR DISTURBED SURFACES SHALL BE PERMANENTLY PROTECTED



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DATE: 6-26-24
 DRAWN BY: CMK
 CHECKED BY: AZG
 JOB NO.: 24-038
 REV. DATE: 6-26-24
 REV. DATE: 6-26-24
 REV. DATE: 6-26-24

EROSION CONTROL PLAN
 1005 OLIVE STREET
 MENLO PARK, CALIFORNIA

SHEET
 C-2