



325 Sharon Park Drive, Unit D-4  
Menlo Park, CA 94025

ELECTRONIC SUBMITTAL

December 12, 2024

Ms. Fahteen N. Khan  
Associate Planner  
City of Menlo Park  
701 Laurel Street  
Menlo Park, CA 94025  
[FNKhan@menlopark.gov](mailto:FNKhan@menlopark.gov)

**RE: Transmittal of Application to City of Menlo Park for a Use Permit for Body Fit Training at 325 Sharon Park Drive, Unit D-4, Menlo Park, CA 94025**

Dear Ms. Kahn:

Body Fit Training (“**BFT**” or “**Applicant**”) is pleased to submit the enclosed Formal Application to the City of Menlo Park for a Use Permit to allow for a 3,346 square foot personal training studio, along with associated tenant improvements, at 325 Sharon Park Drive, Unit D-4 (“**the Project**”). The business will be located within an existing, vacant, tenant space within the Sharon Heights Shopping Center (“**Center**”) on a 20.78+/- acre site (the “**site**”) in Menlo Park, CA.

## **PROJECT DESCRIPTION**

Applicants are franchisee owners who have leased an approximately 3,346 square foot tenant space at the Sharon Heights Shopping Center. The Center includes approximately 85,000 square feet of neighborhood serving retail with an array of uses, including a grocery store, CVS pharmacy, cafes, restaurants, deli, bakery and coffee shops, postal services, dry cleaning, insurance, liquor store, and other uses, along with a large surface parking lot. The proposed use will serve nearby residents and will complement existing uses at the Center. The tenant space has been vacant for over two years, and both the property owner and BFT are seeking the most expeditious permitting path to enable the new business owners to complete their tenant improvements and to become operational.

## **Scope of Tenant Improvements**

On June 5, 2024, Applicant submitted a building permit application (BLD2024-01659) for interior tenant improvements to the existing vacant space, including new flooring, interior walls, finishes, fixtures, storage areas, restrooms, lighting, a front desk and small merchandise area for clients, and new mechanical, electrical and plumbing. The project also intends to submit an amended building permit to include minor upgrades to the storefront to provide greater transparency, bring in more light into the space, and make the façade more harmonious with the rest of the shopping center. No

change to the existing square footage is proposed. Exterior signage will be handled under a separate permit. No sitework is proposed.

### **Building Permit Application**

On August 30, 2024, Applicant received comments from Associate Planner Matt Pruter stating *“It appears that a private recreation facility is being proposed, which is not a permitted use. It can be allowed through a use permit approval, which will require a separate use permit application and approval from the Planning Commission prior to any action on this building permit application.”*

Based on subsequent conversations and email communications with yourself and Mr. Pruter, Applicant was advised that *“BFT is considered as a private recreation that would need a use permit.”* (Email dated 10/25/24)

### **Prior Existing Use**

The previously occupied use in the tenant suite was the Inspiration Day Spa, which had been located on the property for about ten years.

### **Description of Business**

BFT provides personal training services, including cardio and strength training, in a small group setting, with programs curated to match the needs of its clients. Clients work with individual trainers utilizing a variety of exercise tools and equipment, sophisticated software programming and heart monitoring technology aided by interactive visual screens.

BFT is designed to serve customers mainly from the immediate area and nearby neighborhoods, thus making the Sharon Heights Shopping Center an ideal location. The small group sessions led by a small number of employees (coaches) will not significantly increase traffic or create an undue demand on parking (and likely less than the Center’s existing retail and other service uses).

### **Floor Plan Design**

The floor plan layout includes a small retail/reception area which displays and sells branded merchandise for BFT clientele, a large open exercise space with equipment, floor mats, etc., two all gender restrooms, and a utility room.

### **Hours of Operation**

7 days per week. Most of BFT’s clientele are working adults. Depending upon demand, BFT anticipates offering morning, afternoon, and evening sessions as follows:

- 6:00 AM - 10:00 AM
- 12:00 PM - 1:00 PM
- 4:00 PM - 8:00 PM

### **Small Group Sessions**

The small group sessions average 50 minutes. Personal training services provided include one coach for every 3 or 4 members.

## Employees

Average of 3 - 4 coaches on-site per day.

## Members per Session

The number of members per class will vary. We anticipate an average of 10 - 12 members per session.

## Request for Reconsideration of City's Determination of BFT as a "Private Recreational Use"

As stated above, BFT offers personalized strength training services in a small group setting. Although the proposed studio use involves exercise activity, BFT is not a conventional fitness use. Unlike large commercial private recreation facilities, such as 24 Hour Fitness, or private clubs like Equinox, the use will occupy only 3,346 square feet. BFT has a relatively small group of clientele, only 3 - 4 employees on-site, and the studio is proposed to be open a limited number of hours per day. As explained below, we believe the proposed use should be more appropriately categorized as "**Personal Services**" which is a permitted use in the C2 District.

## General Plan Designation

The Sharon Heights Shopping Center is designated **Retail/Commercial** under the City of Menlo Park General Plan. This designation provides for retail services, personal services, professional offices, banks, savings and loans, restaurants, cafes, theaters, residences, public and quasi-public uses, and similar compatible uses. (General Plan, LU-15)

## Zoning Designation

Additionally, the Project site is designated **C2 (Neighborhood Shopping District)** under the Menlo Park Zoning Ordinance (Chapter 16.38).

## Permitted Uses

**Permitted uses** in the C-2 district (Section 16.38.010) are intended primarily to serve the immediate neighborhood, and include retail services, financial services, professional services (such as medical, dental, legal), and personal services (such as barber, beauty, laundrette, dry cleaning and shoe repair. (Menlo Park Zoning Ordinance)<sup>1</sup>

## Conditionally Permitted Uses

**Conditional uses (Section 16.38.020)** allowed in the C-2 district, subject to obtaining a use permit, are as follows:<sup>2</sup>

- (1) Multiple dwellings
- (2) Service stations
- (3) Special outside events such as sales and displays
- (4) Public utilities, and
- (5) Special Uses in accordance with Chapter [16.78](#).

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<sup>1</sup> <https://www.codepublishing.com/CA/MenloPark/html/MenloPark16/MenloPark1638.html#16.38.010>

<sup>2</sup> <https://www.codepublishing.com/CA/MenloPark/html/MenloPark16/MenloPark1638.html#16.38.020>

## **Special Uses (6.78.010)**

According to Section 6.78.010 below, Special Uses, for which a use permit is required, are for those ***“uses possessing characteristics of such unique and special form as to make impractical their inclusion in any class or use set forth in the various districts . . .”***<sup>3</sup>

Per **Section 16.78.030**, Special Uses encompass such unique uses as a heliport, cemetery, RV storage and a recycling center, which fall outside the more traditional uses classified under the various zoning districts and would understandably require special consideration and the potential imposition of conditions. Special uses are further defined below:

### **6.78.010 Generally.**

All of the uses listed in this chapter, and all matters directly related thereto are declared to be uses possessing characteristics of such unique and special form as to make impractical their inclusion in any class or use set forth in the various districts herein defined, and therefore the authority for and location of the operation of any of the uses designated herein shall be subject to the issuance of a use permit in accordance with the provision of Chapter [16.82](#).<sup>4</sup>

### **16.78.030 Uses designated.**

The uses referred to in this chapter are as follows:<sup>5</sup>

- (1) Heliports
- (2) Cemeteries
- (3) The mining of natural mineral resources,
- (4) Removal or deposit of earth other than excavations or deposits in connection with construction of buildings, roadways or public improvements
- (5) Secondhand stores
- (6) Adult entertainment establishments,
- (7) Retail sale of beer, wine, alcoholic beverages off sale or on sale
- (8) Massage establishment
- (9) Retail sale of drug paraphernalia
- (10) Storage for recreational vehicles
- (11) Recycling centers
- (12) Well-patient/short stay facility for surgery, medical and post operative care
- (13) Recreational facilities privately operated, except in residential zoning districts
- (14) Private schools and churches
- (15) Emergency services facilities
- (16) Childcare centers
- (17) Retail sale or wholesale of firearms, cannons, guns, revolvers, rifles, etc.

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<sup>3</sup> <https://www.codepublishing.com/CA/MenloPark/html/MenloPark16/MenloPark1638.html#16.38>

<sup>4</sup> <https://www.codepublishing.com/CA/MenloPark/html/MenloPark16/MenloPark1678.html#16.78.010>

<sup>5</sup> <https://www.codepublishing.com/CA/MenloPark/html/MenloPark16/MenloPark1678.html#16.78.030>



## **BFT Should Be Considered a “Personal Services” Use**

As highlighted above, Staff has determined that BFT’s proposed use qualifies as “**Recreational facilities privately operated**” under the Special Uses category. We could find no definition of “recreational facilities privately operated” in the zoning code, or in the City of Menlo Park General Plan. However, given the low impact nature of the proposed use – a personal training studio offering sessions to its members in a small group setting – BFT would not seem to meet the intent of Special Uses Section 6.78.010 or align with the above listed uses, nor does it seem to warrant the heightened level of consideration that Special Uses would require of Staff time, or the additional consideration of the Menlo Park Planning Commission.

We respectfully submit that the proposed use falls more appropriately into the **Personal Services use** category, which is a Permitted use in the C-2 Neighborhood Shopping Center district. The small personal training services studio more closely matches the intent of the Personal Services use as defined in Section 16.38.010 Permitted Uses, as BFT will primarily serve the immediate area. Further, BFT will not create significant impacts on traffic or parking and will likely have fewer impacts than existing retail uses at the Center.

Therefore, we respectfully request that the City, in its discretion, make the determination that BFT is a Personal Services use, that a Use Permit is not required, and that BFT be allowed to complete its Building Permit application process at this time so that it can commence construction and meet its deadline to be open for occupancy in the Spring 2025.

### **Formal Application Submittal**

In the event the City concludes that the proposed use should be considered “private recreation”, we hereby formally submit the enclosed Use Permit application concurrently so that we can initiate the process immediately, if required.

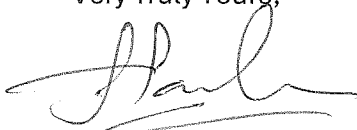
Enclosed please find our Formal Planning Application for a Use Permit. As required, our submittal includes the following forms, materials, and documents:

Exhibit A: Formal Planning Application signed by Applicant and Property Owner  
Exhibit B: Data Sheet  
Exhibit C: Use Permit Application Plan Set dated December 4, 2024

For all communications, please contact Kerry Williams at [kerry@kmwilliamsconsulting.com](mailto:kerry@kmwilliamsconsulting.com), or at (650) 703 – 2194.

Thank you for the opportunity to provide the enclosed submission. We are excited to join the Sharon Heights Shopping Center and the City of Menlo Park’ community of businesses.

Very Truly Yours,



Parag Hardas  
Body Fit Training



Kerry M. Williams  
Entitlements & Public Affairs Consultant

w/Encl: Formal Application Submittal Plans, Documents and Materials

**PROJECT DESCRIPTION**

**PROJECT DESCRIPTION**

APPLICANTS ARE FRANCHISEE OWNERS WHO HAVE LEASED AN APPROXIMATELY 3,346 SQUARE FOOT TENANT SPACE AT THE SHARON HEIGHTS SHOPPING CENTER. THE CENTER INCLUDES APPROXIMATELY 85,000 SQUARE FEET OF NEIGHBORHOOD SERVING RETAIL ON A 20.76+- ACRE SITE WITH AN ARRAY OF USES, INCLUDING A GROCERY STORE, CVS PHARMACY, CAFES, RESTAURANTS, DELI, BAKERY AND COFFEE SHOPS, POSTAL SERVICES, DRY CLEANING, INSURANCE, LIQUOR STORE, AND OTHER USES, ALONG WITH A LARGE SURFACE PARKING LOT. THE PROPOSED USE WILL SERVE NEARBY RESIDENTS AND WILL COMPLEMENT EXISTING USES AT THE CENTER.

**APN**

SHARON HEIGHTS SHOPPING CENTER APN: 074-283-010, -040, -90, -100

**SCOPE OF TENANT IMPROVEMENTS**

THE PROJECT INCLUDES INTERIOR TENANT IMPROVEMENTS TO THE EXISTING VACANT SPACE, INCLUDING NEW FLOORING, INTERIOR WALLS, FINISHES, FIXTURES, STORAGE AREAS, RESTROOMS, LIGHTING, A FRONT DESK AND SMALL MERCHANDISE AREA FOR CLIENTS, AND NEW MECHANICAL, ELECTRICAL AND PLUMBING. THE PROJECT ALSO INCLUDES MINOR UPGRADES TO THE EXISTING STOREFRONT TO PROVIDE GREATER TRANSPARENCY, BRING IN MORE LIGHT INTO THE SPACE, AND MAKE THE FACADE MORE HARMONIOUS WITH THE REST OF THE SHOPPING CENTER. NO CHANGE TO THE EXISTING SQUARE FOOTAGE IS PROPOSED. EXTERIOR SIGNAGE WILL BE HANDLED UNDER A SEPARATE PERMIT. NO SITEWORK IS PROPOSED.

**DESCRIPTION OF BUSINESS**

BFT PROVIDES PERSONAL TRAINING SERVICES, INCLUDING CARDIO AND STRENGTH TRAINING, IN A SMALL GROUP SETTING, WITH PROGRAMS CURATED TO MATCH THE NEEDS OF ITS CLIENTS. CLIENTS WORK WITH INDIVIDUAL TRAINERS UTILIZING A VARIETY OF EXERCISE TOOLS AND EQUIPMENT. SOPHISTICATED SOFTWARE PROGRAMMING AND HEART MONITORING TECHNOLOGY AIDED BY INTERACTIVE VISUAL SCREENS, BFT IS DESIGNED TO SERVE CUSTOMERS MAINLY FROM THE IMMEDIATE AREA AND NEARBY NEIGHBORHOODS, THIS MAKING THE SHARON HEIGHTS SHOPPING CENTER AN IDEAL LOCATION.

**FLOOR PLAN DESIGN**

THE FLOOR PLAN LAYOUT INCLUDES A RECEPTION AREA, A SMALL RETAIL DISPLAY AREA WITH BRANDED MERCHANDISE FOR BFT CLIENTELE, A LARGE OPEN EXERCISE SPACE WITH EQUIPMENT AND FLOOR MATS, TWO ALL GENDER RESTROOMS, AND A UTILITY ROOM.

**HOURS OF OPERATION**

7 DAYS PER WEEK. MOST OF BFT'S CLIENTELE ARE WORKING ADULTS. DEPENDING UPON DEMAND, BFT ANTICIPATES OFFERING MORNING, AFTERNOON, AND EVENING SESSIONS AS FOLLOWS:

- 6:00 AM - 10:00 AM
- 12:00 PM - 1:00 PM
- 4:00 PM - 8:00 PM

**SMALL GROUP SESSIONS**

THE SMALL GROUP SESSIONS AVERAGE 50 MINUTES. PERSONAL TRAINING SERVICES PROVIDED INCLUDE ONE COACH FOR EVERY 3 OR 4 MEMBERS.

**EMPLOYEES**

AVERAGE OF 3 - 4 COACHES ON-SITE PER DAY.

**MEMBERS PER SESSION**

THE NUMBER OF MEMBERS PER CLASS WILL VARY, WITH AN AVERAGE OF APPROXIMATELY 10 - 12 MEMBERS PER SESSION.

**GENERAL PLAN DESIGNATION**

THE SHARON HEIGHTS SHOPPING CENTER IS DESIGNATED RETAIL/COMMERCIAL UNDER THE CITY OF MENLO PARK GENERAL PLAN. THIS DESIGNATION PROVIDES FOR RETAIL SERVICES, PERSONAL SERVICES, PROFESSIONAL OFFICES, BANKS, SAVINGS AND LOANS, RESTAURANTS, CAFES, THEATERS, RESIDENCES, PUBLIC AND QUASI-PUBLIC USES, AND SIMILAR COMPATIBLE USES.

**ZONING DESIGNATION**

THE PROJECT SITE IS DESIGNATED C2 (NEIGHBORHOOD SHOPPING DISTRICT) UNDER THE MENLO PARK ZONING ORDINANCE.

**PRIVATE RECREATION USE**

BFT IS A PRIVATE RECREATION USE, WHICH IS A SPECIAL USE ALLOWED WITH A USE PERMIT UNDER THE MENLO PARK ZONING ORDINANCE.

**TITLE 24 ADA COMPLIANCE**

**PERMIT #**

THE ACCESSIBLE ROUTES OF TRAVEL SHALL BE THE MOST PRACTICAL DIRECT ROUTE BETWEEN ACCESSIBLE POINTS.

I AM THE DESIGNER/OWNER IN RESPONSIBLE CHARGE OF THIS PROJECT. I HAVE INSPECTED THE SITE/PREMISES AND DETERMINED THAT THE NEW RESTROOMS AND/OR AREA OF ALTERATION WILL BE FULLY ACCESSIBLE ACCORDING TO CURRENT CODE REQUIREMENTS.

SIGNATURE \_\_\_\_\_

PRINT NAME \_\_\_\_\_

DATE \_\_\_\_\_

I AM THE DESIGNER/OWNER IN RESPONSIBLE CHARGE OF THIS PROJECT. I HAVE INSPECTED THE SITE/PREMISES AND DETERMINED THAT EXISTING CONDITIONS SHALL BE MODIFIED IN FULL COMPLIANCE WITH CURRENT SITE ACCESSIBILITY REQUIREMENTS TO THE EXTENT REQUIRED BY LAW.

SIGNATURE \_\_\_\_\_

PRINT NAME \_\_\_\_\_

DATE \_\_\_\_\_

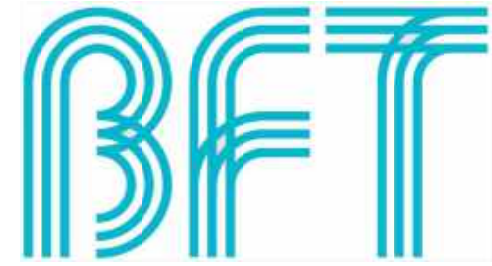
IF THE BUILDING INSPECTOR DETERMINES NON-COMPLIANCE WITH ANY CURRENT ACCESSIBILITY PROVISIONS OF THE LAW, HE/SHE SHALL REQUIRE SUBMITTAL OF COMPLETE AND DETAILED PLANS TO BUILDING AND SAFETY DIVISION OF THE DEVELOPMENT SERVICES DEPARTMENT FOR FURTHER REVIEW. PLANS MUST CLEARLY SHOW ALL EXISTING NON-COMPLYING CONDITIONS AFFECTED BY THE REMODEL (INCLUDING SITE PLAN, FLOOR PLAN, DETAILS, ETC.) AND PROPOSED MODIFICATIONS OF DEFICIENCIES TO MEET CURRENTS ACCESSIBILITY PROVISIONS. THE PLANS MUST BE SIGNED AND DATED BY THE FIELD INSPECTOR PRIOR SUBMITTAL FOR PLAN REVIEW.

IF THE BUILDING INSPECTOR DETERMINES THAT FULL COMPLIANCE WITH CURRENT SITE ACCESSIBILITY REQUIREMENTS IS NOT PROVIDED, HE/SHE SHALL REQUIRE SUBMITTAL OF A DETAILED SITE PLAN FOR ADDITIONAL PLAN REVIEW AND COMMENTS.

**SCOPE OF WORK:**

SCOPE OF WORK INCLUDES AN INTERIOR TENANT IMPROVEMENT WITHIN A 3,346 S.F. SPACE AND INCLUDES DEMOLITION, NEW WALL CONSTRUCTION, PLUMBING, ELECTRICAL, AND PLUMBING WITH NEW INTERIOR FINISHES AND STOREFRONT DESIGN. PREVIOUS SPACE WAS A 'B' USE, AS WELL AS AN 'A2' USE.

NOTE: SCOPE OF WORK INCLUDES INSTALLATION OF NEW MECHANICAL ROOFTOP UNIT AND MOUNTING CURB



**SHARON HEIGHTS**  
**325 SHARON PARK DR**  
**UNIT D-4**  
**MENLO PARK, CA 94025**  
**APPLICATION FOR USE PERMIT**

**CONTACT LIST:**

**ARCHITECT OF RECORD:**  
 HEIFETZ ARCHITECTS  
 DANIEL HEIFETZ  
 22701 WEST MARtha ST  
 WOODLAND HILLS, CA 91367  
 OFFICE: 818-914-5891  
 CELL: 215-799-8226  
 E-MAIL: daniel@heifetz.com

**DESIGNER OF RECORD:**  
 DARRELL SEARS  
 8502 MONTGOMERY RD  
 CINCINNATI OH 45242  
 PHONE: 513-745-7900  
 dsears@searsarchitect.com

**TENANT:**  
 PARAG HARDAS  
 1276 ROYAL CREEK CT  
 PLEASANTON CA, 94566  
 paragh.hardas@bodyfittraining.com

**ADA COMPLIANCE**

THE OWNERS/OF THE BUILDING AND HISHER CONSULTANTS ARE RESPONSIBLE FOR COMPLIANCE WITH THE MOST CURRENT FEDERAL REGULATIONS CONTAINED IN THE AMERICAN WITH DISABILITIES ACT (ADA) AND FAIR HOUSING ACT (FHA). THE OWNERS/ AND THEIR CONSULTANTS ARE RESPONSIBLE TO ENSURE COMPLIANCE WITH THE MOST CURRENT ADA AND FHA REGULATIONS WHERE SUCH REQUIREMENTS EXCEED THOSE CONTAINED IN TITLE 24.

**BUILDING CODE SUMMARY**

**BUILDING OFFICIAL JURISDICTION:**  
 PLANNING DIVISION, CITY OF MENLO PARK  
 BUILDING DEPARTMENT, CITY OF MENLO PARK

**APPLICABLE BUILDING CODES:**  
 THE COMMERCIAL TENANT IMPROVEMENT HAS BEEN DESIGNED AND MUST BE CONSTRUCTED IN STRICT ACCORDANCE WITH:  
 2022 CALIFORNIA BUILDING CODE  
 2022 EXISTING BUILDING CODE  
 2022 PLUMBING CODE  
 2022 ENERGY CODE  
 2022 CALIFORNIA MECHANICAL CODE  
 2022 CALIFORNIA ELECTRICAL CODE  
 2022 CALIFORNIA FIRE CODE 3  
 TITLE 24 OF THE CALIFORNIA CODE OF REGULATIONS WITH THE REQUIREMENTS OF THE 2010 ADA STANDARDS

**EXISTING BUILDING FIRE PROTECTION:**  
 FULL SPRINKLERED THROUGHOUT, NO EXISTING FIRE ALARM SYSTEM

**ACCESSIBILITY:**  
 ADA ACCESSIBILITY: ENTIRE FACILITY

**EXISTING BUILDING:**  
 CONSTRUCTION TYPE: V4-U/PROTECTED  
 (1) STORY  
 GENERAL PLAN/LAND USE DESIGNATION: RETAIL / COMMERCIAL  
 ZONING DESIGNATION: C2 (NEIGHBORHOOD SHOPPING CENTER)  
 USE: RECREATIONAL FACILITIES PRIVATELY OPERATED

**TENANT CODE SUMMARY:**  
 USE GROUP: 'A-3' - ASSEMBLY  
 AREA: 3,346 S.F.

**MEMBERSHIP SALES/RESTROOMS:** 481 S.F.  
 STUDIO AREA: 2,736 S.F.  
 UTILITY ROOM: 129 S.F.

**MEANS OF EGRESS:**  
 NUMBER OF EXITS REQUIRED: (2)  
 NUMBER OF EXITS PROVIDED: (2)

**MAXIMUM ALLOWABLE TRAVEL DISTANCE:** 100'-0"  
 TOTAL MAXIMUM TRAVEL DISTANCE TO AN EXIT:  
 EXIT 1: 100'-10"  
 EXIT 2: 69'-7"

**PLUMBING FIXTURE REQUIREMENTS:**  
 NO. OF UNISEX WATER CLOSETS PROVIDED: 2 (PER CALIFORNIA PLUMBING CODE SECTION 422.2)  
 NO. OF URINALS PROVIDED: 1  
 NO. OF UNISEX LAVATORIES PROVIDED: 2 (PER CALIFORNIA PLUMBING CODE SECTION 422.2)  
 NO. OF DRINKING FOUNTAINS PROVIDED: 1

**INDEX TO DRAWINGS**

SHEET	DRAWING TITLE
COV	COVER SHEET
Z-1.0	PROPOSED STOREFRONT
Z-1.1	CONCEPTUAL INTERIOR IMAGES
Z-1.2	ROOF PLAN
D-1.0	DEMOLITION PLAN, AND NOTES
A-0.1	EGRESS PLAN, RESPONSIBILITY MATRIX AND GENERAL NOTES
A-0.2	ADA STANDARDS AND ACCESSIBLE DESIGN PLAN
A-1.0	FLOOR PLAN, SLAB DEMO PLAN, LEGEND NOTES AND DETAILS
A-1.1	REFLECTED CEILING PLAN, LEGEND, NOTES AND DETAILS
A-1.2	FINISH PLAN, LEGEND, SCHEDULE, VENDOR CONTACTS AND DETAILS
A-1.3	FURNITURE AND EQUIPMENT PLAN AND NOTES
A-2.0	DOOR AND HARDWARE SCHEDULE
A-3.0	INTERIOR ELEVATIONS
A-4.0	SECTIONS AND DETAILS
A-4.1	SEISMIC CEILING AND DUCT MOUNTING DETAILS
P-1.0	PLUMBING PLAN, SCHEDULES AND NOTES
P-1.1	PLUMBING SUPPLY PLAN AND NOTES
M-1.0	HVAC PLAN, DETAILS, NOTES AND SCHEDULES
M-2.0	HVAC SPECIFICATIONS AND TITLE 24 COMPLIANCE FORMS
E-1.0	ELECTRICAL POWER PLAN SCHEDULES AND NOTES
E-1.1	ELECTRICAL LIGHTING PLAN, SCHEDULES AND NOTES
E-2.0	TITLE 24 COMPLIANCE FORMS
SP-1.0	ARCHITECTURAL SPECIFICATIONS
SP-1.1	ARCHITECTURAL SPECIFICATIONS
SP-1.2	ARCHITECTURAL SPECIFICATIONS
SP-1.3	ARCHITECTURAL SPECIFICATIONS
SP-1.4	ARCHITECTURAL SPECIFICATIONS

**BUILDING KEY PLAN**

SCALE: NTS



**VICINITY MAP**



SEAL

DOCUMENT ONLY UNDER SIGNATURE EMBL

ARCHITECT

HEIFETZ ARCHITECTS  
 22701 West Martha Street  
 Woodland Hills, CA 91367  
 Phone: 818-914-5891

DESIGNER

Architecture • Interior  
 Exterior • Planning • Design

9392 Montgomery Road  
 Cincinnati, Ohio 45242  
 Phone: 513-984-4000

CONTRACTOR

PROJECT

TENANT  
 IMPROVEMENT

SHARON HEIGHTS  
 325 SHARON PARK DR  
 UNIT D-4  
 MENLO PARK, CA 94025

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- 11-14-2024
- PERMIT REVIEW COMMENTS 08-21-2024
- ENGINEERING REVISION 10-30-2024
- USE PERMIT REV/006 10-04-2024

ISSUE DATE: 11-11-2024  
 SCALE: AS NOTED  
 PROJECT: JOB #24011

SHEET  
**COV**







**GENERAL DEMOLITION NOTES:**

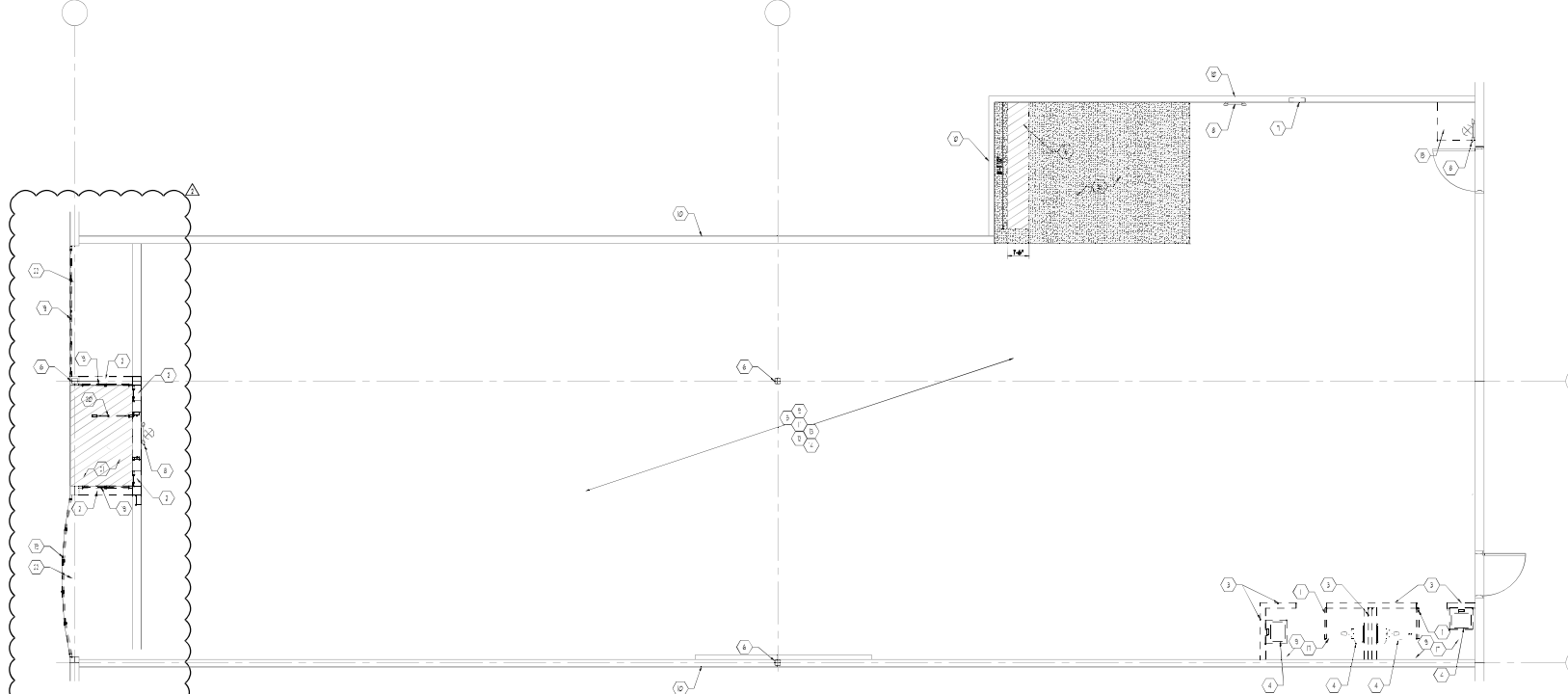
- CONTRACTOR TO MAINTAIN AND PROTECT CLEAR EXIT PATHS THROUGH THE BUILDING TO THE PUBLIC WAYS AT ALL TIMES.
- ALL THE PROTECTION SYSTEMS ARE TO BE MAINTAINED IN WORKING ORDER AT ALL TIMES. A CONTINUING FIRE WATCH SHALL BE MAINTAINED AS REQUIRED BY LOCAL FIRE DEPARTMENT AS REQUIRED DURING SERVICE INTERRUPTION.
- COMPLETE ALL DEMOLITION WORK BEFORE AND PROTECT EXISTING WORK FROM COLLISION AND PREPARATION FOR FUTURE WORK WITH OWNER'S REPRESENTATIVE.
- COMPLY WITH ALL APPLICABLE CODE REGULATIONS AND SAFETY ORDERS OF ALL PUBLIC AUTHORITIES HAVING JURISDICTION.
- PROTECT ALL EXISTING FINISHES AND CASUALTY AREAS AFFECTED BY CONTRACTOR'S OPERATIONS.
- CONTRACTOR SHALL FIELD VERIFY EXISTING CONDITIONS PRIOR TO STARTING DEMOLITION.
- SAFETY: IN STRAIGHT CLEAR PASSAGE OR CROSS EXISTING FLOORS AS REQUIRED FOR NEW UTILITIES WARE REQUIRED. REFER TO MECHANICAL, ELECTRICAL, PLUMBING, AND ELECTRICAL DRAWINGS.
- CONTRACTOR SHALL AT ALL TIMES MAINTAIN THE BUILDING IN A CLEANER THAN CONDITION.
- THE OWNER WILL RETAIN ALL SALVAGE THAT IS OF VALUE AS DETERMINED BY THE OWNER'S REPRESENTATIVE. THE OWNER WILL DIRECT THE CONTRACTOR AS TO THE LOCATION OF STORAGE AREA FOR WAREHOUSE ITEMS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVAL FROM THE BUILDING AND THE CONTRACTOR WITH ALL CONTRACTOR ITEMS AND/OR ITEMS NOT RETAINED BY THE OWNER'S REPRESENTATIVE.
- TEMPORARY BRACINGS AS PERMANENT TO CONTRACTOR'S ACTIVITIES SHALL BE INSTALLED TO PREVENT POSSIBLE INJURY TO PERSONS AND AROUND DEMOLITION AND CONSTRUCTION AREAS IN ACCORDANCE WITH OSHA REQUIREMENTS. COORDINATE WITH OWNER.
- REMOVE ALL FLOOR FINISHES IN AREA OF WORK UNLESS OTHERWISE NOTED. WHERE REMOVAL OF FLOOR COVERINGS AND RESILIENT SHALL BE REQUIRED. REMOVE ONLY WHAT IS NECESSARY TO COMPLETE DEMOLITION. DEMOLITION INCLUDES REMOVAL OF ADJACENT GROUING BEDS, ETC. AND REQUIRES REPAIRING SURFACES TO BE PREPARED FOR NEW CONSTRUCTION.
- REMOVE ALL CEILING IN AREA OF WORK UNLESS OTHERWISE NOTED. ALL ACoustICAL CEILING AND RELATED SUPPORT SYSTEMS TO BE REMOVED SHALL INCLUDE CEILING TILES, LIGHT FIXTURES, GRILLE COUVERS, EXH. FANS, ELECTRICAL, COMMUNICATIONS, ETC.
- WALLS INDICATED TO BE REMOVED SHALL BE REMOVED FROM THE FLOOR TO STRUCTURE ABOVE AND INCLUDE ALL MECHANICAL, ELECTRICAL, EQUIPMENT, ETC. REMOVE ALL CEILING AREA FOR NEW CONSTRUCTION.
- REMOVE ALL MILLWORK IN AREA OF WORK UNLESS OTHERWISE NOTED. ALL CASE CABINETS AND DRAWERS SHOULD BE REMOVED AND ALL WALLS TO REPAIR SHOULD BE REPAIRED TO MATCH SURROUNDING AREA.
- REMOVE ALL TRUSS/ARCHES SUPPORTS ATTACHED TO WALLS/FLOORS. REMOVE ARCHES AS HIGH AS EACH BOWDER. CHALKBOARD SHELVING CURTAIN TRUCKS, TOILET PARTITIONS, ETC. COORDINATE WITH OWNER FOR REMOVAL OR RELOCATION.
- ALL FORMABLE REINFORCEMENTS TO BE REMOVED UNLESS OTHERWISE DIRECTED BY OWNER.
- REMOVAL OF EXISTING FLOORING FINISHES SHALL INCLUDE FINISH BASES, MOLDING AND RISER OF CAPTIVE UTILITY WALLS, CEILING, ETC. AS REQUIRED. REFER TO MECHANICAL AND PLUMBING DRAWINGS FOR FURTHER INFORMATION.
- REMOVAL OF EXISTING WARE SHALL INCLUDE DUCT WORK, HANGERS, GRILLES, DOWNERS, TRUSSES, ETC. AS REQUIRED.
- REMOVAL OF EXISTING ELECTRICAL WORK SHALL INCLUDE CONDUIT, BOXES, WIRE, CABLES, SWITCHES, WIRING DEVICES, SAFETY SWITCHES, FIRE ALARM SYSTEMS, TELEPHONE CABLES, AND LIGHTING FIXTURES. BRANCH CIRCUIT REMOVAL SHALL BE BACK TO PANEL BOARD OR PREVIOUS SERVICE JUNCTION BOX.
- ALL EXISTING BRACK, CONDUIT, ETC. OR PORTIONS THEREOF REMOVED DURING DEMOLITION SHALL BE DEPOSED OF BY THE CONTRACTOR.
- ANY AND ALL CORRESPONDERS SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT AND THE OWNER. ALL AREAS TO BE DEMOLISHED OR DELETED BY ANY DEMOLITION SHALL BE PATCHED AND FINISHED OR PREPARED FOR NEW WALL FINISHES. FINISHES REQUIRED: EXTERIOR WALLS SHALL RECEIVE PAINT TO MATCH EXISTING COLOR.
- REMOVAL OF CERAMIC TILE AND GREAT BEADOR PREFINISHED WALLS AND FLOORS SHALL INCLUDE PREPARATION FOR NEW CONSTRUCTION.
- ALL OPENINGS AND HOLES LEFT BY THE REMOVAL OF EXISTING CONSTRUCTION EQUIPMENT, PIPING, DUCTS, ETC. SHALL BE PROPERLY PATCHED AND CLOSED OFF TO MAINTAIN PROPER FIRE RATING WALLS. PREPARE TO PATCH TO RECREATE NEW FINISHES ARE REQUIRED.
- WHERE PORTIONS OF EXISTING WORK IS TO BE REMOVED, SLOPING OF ROOF IN EXCESS OF CONTRACT TOLERANCES WILL NOT BE ALLOWED UNLESS OTHERWISE NOTED.
- AT CONTRACTOR ACCESS CONTRACTOR SHALL PROVIDE LABOR AND MATERIALS TO REPAIR ALL DAMAGED ELEMENTS.
- CONTRACTOR TO PROVIDE TEMPORARY BRACKS, WALK BRIDGES, AND OTHER SUPPORTS DURING DEMOLITION AND DIRECTOR TO KEEP STRUCTURAL STEEL, BEAMS, PILLS AND MAJOR STRUCTURE. TEMPORARY CONSTRUCTION LOADS AND LOADS SHALL BE INSTANTLY DESIGN LOADS. REMOVE TEMPORARY SUPPORTS WITH PERMANENT STRUCTURAL STEEL CONNECTIONS AND BRACKS ARE IN PLACE UNLESS OTHERWISE NOTED.

**DRAWING NOTES**

- REMOVE EXISTING CONCRETE SLAB TO MATCH EXISTING 1" TO EXISTING
- REMOVE SECTION OF EXISTING ROOF SHALL TO MATCH WITH EXISTING CONCRETE SLAB
- REMOVE EXISTING WALL AND FINISHES IN THE EXISTING
- REMOVE EXISTING FLOORING FINISHES IN THE EXISTING. CAP ALL PIPES BACK AT DOMESTIC WATER TAP
- REMOVE EXISTING FLOORING MATERIALS GLEYS ETC. IN THEIR EXISTING. EXISTING CONCRETE SLAB TO BE REPAIRED AND PREPARED TO ACCEPT NEW FINISHES
- EXISTING COLUMN TO REMAIN
- EXISTING ELECTRICAL PANELS TO BE REMOVED REFER TO ELECTRICAL DRAWING
- REMOVE EXISTING EXTERIOR LIGHT FIXTURES BRACKS AND CONCRETE IN THEIR EXISTING. BRACKS CIRCUIT REMOVAL SHALL BE BACK TO PANEL BOARD OR PREVIOUS SERVICE JUNCTION BOX.
- REMOVE EXISTING LIGHT FIXTURES BRACKS AND CONCRETE IN THEIR EXISTING. BRACKS CIRCUIT REMOVAL SHALL BE BACK TO PANEL BOARD OR PREVIOUS SERVICE JUNCTION BOX.
- EXISTING CEILING SHALL TO REMAIN
- ALL EXISTING COPPER PIPES SHALL BE REMOVED AND CAPPED BACK AT DOMESTIC WATER TAP
- ALL EXISTING COPPER VENT PIPES SHALL BE REMOVED AND CAPPED BACK AT DOMESTIC WATER TAP
- ALL EXISTING CONDUIT TO THE EXISTING ELECTRICAL PANELS SHALL BE REMOVED
- REMOVE ALL UNBRACED SANITARY WAYS AND PATCH EXISTING ROOF DECK AS REQUIRED TO MAKE WEATHER-PROOF
- REMOVE EXISTING WATER WASTER AND GOOD OR BLASTING IN THEIR EXISTING. CAP ALL PIPES BACK AT DOMESTIC WATER TAP
- REMOVE PORTION OF EXISTING CONCRETE SLAB FOR INSTALLATION OF NEW BRACKS SHALL TO BE VERIFIED AND COORDINATED IN THE FIELD REFER TO SHEET P-10 FOR JOB SPECIFICATION
- REMOVE EXISTING GYPSUM CEILING AND FINISHES IN THE EXISTING
- AREA OF EXISTING CONCRETE SLAB TO BE REPAIRED OUT WHERE IT DOES NOT EXCEED 1" TO EXISTING
- REMOVE EXISTING CONCRETE SLAB AND REPLACE WITH NEW AT THICK SAME PER CONCRETE SLAB WITH 4" THICK CONCRETE THROUGH AT EXTERIOR OF BUILDING. THROUGH TO EXTERIOR 2" OF REINFORCED CONCRETE. REINFORCE CONCRETE OVER 4" W/ #4 BARS. MIN. 2" OF REINFORCED CONCRETE. MIN. 2" OF REINFORCED CONCRETE. MIN. 2" OF REINFORCED CONCRETE. MIN. 2" OF REINFORCED CONCRETE.
- REMOVE EXISTING BRACK AND UNBRACED REE LITE AND THROUGH ABOVE UP TO EXISTING THROUGH ROOF
- REMOVE EXISTING CONCRETE SLAB AND REPLACE WITH NEW AT THICK SAME PER CONCRETE SLAB WITH 4" THICK CONCRETE THROUGH AT EXTERIOR OF BUILDING. THROUGH TO EXTERIOR 2" OF REINFORCED CONCRETE. REINFORCE CONCRETE OVER 4" W/ #4 BARS. MIN. 2" OF REINFORCED CONCRETE. MIN. 2" OF REINFORCED CONCRETE. MIN. 2" OF REINFORCED CONCRETE.
- EXISTING BRACK KNEE WALL AND CAP TO REPAIR NEW PAINT FINISH

**LEGEND**

	REMOVE EXISTING WALL TO BE REPAIRED
	REMOVE EXISTING WALL TO BE REPAIRED
	REMOVE EXISTING CONCRETE SLAB TO BE REPAIRED



**DEMOLITION PLAN**  
SCALE: 1/4" = 1'-0"

DOCUMENT ONLY UNDER E-DESIGNER E-RECORD

**HEFFETZ ARCHITECTS**

HEFFETZ ARCHITECTS  
22701 West Martha Street  
Woodland Hills, CA 91367  
Phone: 818-914-5891

CONTRACTOR:

PROJECT: TENANT IMPROVEMENT

**BFT**

SHARON HEIGHTS  
325 SHARON PARK DR  
UNIT D-4  
MENLO PARK, CA 94025

ISSUE DATE: 11-11-2024  
SCALE: AS NOTED  
PROJECT: JOB #24011

SHEET  
**D-1.0**

RESPONSIBILITY MATRIX

DESCRIPTION	LANDLORD					REMARKS	DESCRIPTION	CONTRACTOR					REMARKS
	FINISH	INSTALL	REMOVE	S.C.	NOT APPLICABLE			FINISH	INSTALL	REMOVE	S.C.	NOT APPLICABLE	
GENERAL REQUIREMENTS (DIVISION 1)													
1. PERMITS FEES AND INSURANCE						REMOVES SUFFICIENT BY S.C. OR PROJECT WILL BE BILLED BACK AS REQUIREABLE	1. VACUUM EQUIPMENT						EQUIPMENT (DIVISION 9)
2. CONTRACT INSPECTION (TEST AND BALANCE)						ANY THIS PART IS SPECIFICALLY REQUIRED BY (QTY)	2. WASTE						FURNISHINGS (DIVISION 10)
3. TENDON UTILITIES							3. WASTE						SEE STANDARD BY SPECIFICATIONS
4. MECHANICAL CLEANUP							4. WASTE						G.C. TO PROVIDE POWER FOR ALL WASTE REQUIRED
5. PROTECTION OF ALL FINISHED SURFACES						DO NOT FINISH THE PARTNER AND G.C.	5. WASTE						G.C. TO PROVIDE POWER FOR ALL WASTE REQUIRED
6. TENDON WASTE							6. WASTE						G.C. TO PROVIDE POWER FOR ALL WASTE REQUIRED
7. WASTE							7. WASTE						
8. WASTE							8. WASTE						
9. WASTE							9. WASTE						
10. WASTE							10. WASTE						
FIRE PROTECTION (DIVISION 2)													
1. SMOKE EXHAUST SYSTEM						LANDLORD PROVIDES BUILDING FIRE SMOKE EXHAUST AND MECH. EQUIPMENT. CONTRACTOR TO BE RESPONSIBLE FOR INSTALLATION OF TENANT'S WORK	1. WASTE						SEE STANDARD BY SPECIFICATIONS
WOOD AND PLASTICS (DIVISION 4)													
1. WOOD FRAMING - STUDS BOARDS						G.C. RESPONSIBLE FOR PROVIDING INSTALLING AND PROTECTING ALL WOODWORK (SEE GENERAL NOTES) FOR FINISH AND INSTALLATION DETAILS	1. WASTE						SEE STANDARD BY SPECIFICATIONS
2. WOOD CARPENTRY - CABINETS, MILLWORK							2. WASTE						
3. WOOD PANELING							3. WASTE						
4. WOOD TRIM							4. WASTE						
5. WOOD TRIM							5. WASTE						
6. WOOD TRIM							6. WASTE						
7. WOOD TRIM							7. WASTE						
8. WOOD TRIM							8. WASTE						
THERMAL AND MOISTURE (DIVISION 5)													
1. WOOD TRIM							1. WASTE						
2. WOOD TRIM							2. WASTE						
3. WOOD TRIM							3. WASTE						
4. WOOD TRIM							4. WASTE						
5. WOOD TRIM							5. WASTE						
OPENINGS (DIVISION 6)													
1. WOOD TRIM							1. WASTE						
2. WOOD TRIM							2. WASTE						
3. WOOD TRIM							3. WASTE						
4. WOOD TRIM							4. WASTE						
5. WOOD TRIM							5. WASTE						
FINISHES (DIVISION 7)													
1. WOOD TRIM							1. WASTE						
2. WOOD TRIM							2. WASTE						
3. WOOD TRIM							3. WASTE						
4. WOOD TRIM							4. WASTE						
5. WOOD TRIM							5. WASTE						
SPECIALTIES (DIVISION 8)													
1. WOOD TRIM							1. WASTE						
2. WOOD TRIM							2. WASTE						
3. WOOD TRIM							3. WASTE						
4. WOOD TRIM							4. WASTE						
5. WOOD TRIM							5. WASTE						

GENERAL NOTES

BASE PLANS ARE CONSTRUCTION PLANS. ARCHITECT IS RESPONSIBLE FOR WORK ONLY AS SHOWN ON THE DRAWINGS BASED ON IDEAL CONDITIONS. ALL CONTRACTORS SHALL VISIT THE SITE AND BECOME THOROUGHLY FAMILIAR WITH EXISTING CONDITIONS BEFORE SUBMITTING BIDS. ANY SITE OR AS-BUILT CONDITIONS THAT MAY ARISE THAT CAUSE THE WORK TO VARY FROM THE DRAWINGS SHALL BE NOTIFIED BY THE CONTRACTOR ALONG WITH ANY MODIFICATIONS APPROVED BY ARCHITECT AND OWNER. THE ARCHITECT IS IN NO WAY RESPONSIBLE FOR INSPECTION OF FIELD INSTALLATION OR QUALITY OF CONSTRUCTION UNLESS SPECIFICALLY DIRECTED AND CONTRACTED FOR BY THE OWNER. CONTRACTOR IS RESPONSIBLE TO NOTIFY THE ARCHITECT OF ANY DISCREPANCIES OR OMISSIONS ON THE CONTRACT DRAWINGS.

ANY AS-BUILT CONDITIONS VARYING FROM THE DRAWINGS AS SHOWN ARE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR IS RESPONSIBLE TO NOTIFY THE ARCHITECT OF ANY DISCREPANCIES OR OMISSIONS ON THE CONTRACT DRAWINGS.

DO NOTS ARE NOT BEARING THE ARCHITECT'S PROFESSIONAL SEAL. ARE TO BE CONSIDERED INCOMPLETE AND THE ARCHITECT ASSUMES NO RESPONSIBILITY OR LIABILITY FOR ANY USE THEREOF.

SCALE OR FINISH DIMENSIONS ON THE DRAWINGS AND DETAILS SHOW THE CORRECT SIZE UNDER IDEAL CONDITIONS AND SHALL NOT UNDER ANY CIRCUMSTANCES BE CONSIDERED AS TO RELIEVE THE CONTRACTORS FROM THEIR RESPECTIVE PARTS OF THE WORK FROM RESPONSIBILITY OF LOCAL REQUIREMENTS AT THE SITE AND FINISHING MATERIALS OR EQUIPMENT OF THE CONTRACTOR.

MEASUREMENTS AND DIMENSIONS - BEFORE ORDERING MATERIALS OR DOING WORK DEPENDENT ON PROPER SIZE, INSTALLATION OR COORDINATION WITH BUILDING CONDITIONS, VERIFY ALL DIMENSIONS, TAKE MEASUREMENTS AT BUILDING AND BE RESPONSIBLE FOR SAME. IF THE PROCESS OF IDENTIFICATION OF CONDITIONS THAT WILL RESULT IN DEVIATIONS TO THE PROPOSED PLAN OR IF THERE ARE ANY DISCREPANCIES BETWEEN CONTRACT CONDITIONS AND EXISTING CONDITIONS, CONTACT THE ARCHITECT BEFORE WORK IS BEGUN.

BEFORE ANY CONTRACTOR ENTERS THE AREA OF WORK, SHE SHALL NOTIFY THE OWNER IN ADVANCE AS TO WHEN THE AREA HAS TO BE AVAILABLE FOR WORK AND THE LENGTH OF TIMEWORK IS ANTICIPATED. THE OWNER WILL THEN MAKE THE NECESSARY ARRANGEMENTS WITH THE PROPER STAFF TO PROVIDE ENTRY INTO THE AREA. IN ADDITION, BEFORE ANY WORKER ENTERS THE AREA TO VERIFY ON EXISTING CONDITIONS BEFORE ANY WORK BEGINS, SHE SHALL ASK THE OWNER STAFF AND OBTAIN THEIR PERMISSION TO PROCEED.

PROTECT ALL ADJACENT MATERIALS, FLOORS, WALLS AND CEILING AS REQUIRED BY NEW CONSTRUCTION. NEW WORK SHALL BE PROTECTED AND MAINTAINED THROUGHOUT THE PROJECT. PATCH, REPAIR AND PAINT TO MATCH EXISTING ADJACENT MATERIALS FINISH AND PAINT. ALL WORK TO PROVIDE A COMPLETE FINISHED JOB.

GENERAL CONTRACTOR SHALL PROVIDE AND CONTRACTOR LOCATE, INSTALL AND MAINTAIN TO PROTECT OCCUPIED AREAS OF THE BUILDING FROM DESTRUCTION AND CONSTRUCTION DUST AND DEBRIS. OWNER PRIOR TO INSTALLATION MUST APPROVE ALL DUST BARRIER LOCATIONS.

ALL IMPROVED ITEMS SUCH AS CEILING DUCTS, PIPES, CONDUITS, ETC. SHALL BE SUSPENDED DIRECTLY FROM STRUCTURE AND SHALL NOT BE ATTACHED OR ANCHORED TO EXISTING PLASTER, ACROUSTICAL, TILE ETC.

VERTICAL DIMENSIONS TAKE PREFERENCE OVER SCALED DIMENSIONS.

PRIOR TO STARTING CONSTRUCTION THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE TO VERIFY THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR REPAIRATION OF ANY TYPE SHALL BEGUN UNTIL THE CONTRACTOR HAS RECEIVED ALL PLANS AND ANY OTHER REGULATORY AUTHORITIES. FAILURE OF THE CONTRACTOR TO FOLLOW THIS PROCEDURE SHALL CAUSE THE CONTRACTOR TO ASSUME FULL RESPONSIBILITY FOR ANY SUBSEQUENT NOTIFICATION OF THE WORK, IMPOSED BY ANY REGULATORY AUTHORITY.

FAILURE OF THE CONTRACTOR TO FOLLOW THIS PROCEDURE SHALL CAUSE THE CONTRACTOR TO ASSUME FULL RESPONSIBILITY FOR ANY SUBSEQUENT NOTIFICATION OF THE WORK IMPOSED BY ANY REGULATORY AUTHORITY.

PROTECT FIRE RETARDANT SOLID WOOD BLOCKING IN RIGID WALLS AS REQUIRED TO SUPPORT ALL WALL-MOUNTED CABINETRY, COUNTERTOPS, AND ALL OTHER COMPONENTS.

ALL CONCEALED MULLION WALLS MUST MEET THE MINIMUM FLAME SPREAD AND SMOKE DEVELOPED RATINGS REQUIRED BY THE INTERNATIONAL BUILDING CODE.

COORDINATE DESTRUCTION AND CONSTRUCTION OPERATIONS WITH OTHER TO ALLOW FOR THE CONTINUED OPERATION OF AFFECTED TENANTS.

ALL DIMENSIONS ARE TO FINISHED FACE OF NEW WORK, FINISHED FACE OF EXISTING FRAMING OR FACE OF MASONRY (UNLESS NOTED OTHERWISE).

MAKE CONNECTIONS TO PUBLIC GAS WATER, AND SANITARY REPAIR WITH MATERIALS AND AS REQUIRED BY THE LOCAL MUNICIPALITY.

ALL DISTURBED AREAS CAUSED BY NEW OR REPAIRED CONSTRUCTION WHICH IS NOT SPECIFICALLY NOTED TO RECEIVE NEW FINISHES SHALL BE REPAIRED TO MATCH EXISTING. FINISH AND PAINT ALL WORK TO PROVIDE A COMPLETE FINISHED JOB.

CUTTING AND PATCHING OF EXISTING OR NEW WORK WILL BE BY THE TRADE THAT DEVELOPERS REMOVES AND/OR INSTALLS ITEMS BELIEVED IN THEIR WORK.

UTILITIES INFORMATION FROM OWNER WERE OBTAINED FROM BEST AVAILABLE SOURCE AND MAY NOT BE EITHER COMPLETE OR CORRECT. CONTRACTOR SHALL VERIFY EXACT LOCATION OF EXISTING UTILITIES AND SHALL BE RESPONSIBLE FOR ANY DAMAGE TO ANY UTILITY PUBLIC OR PRIVATE, SHOWN OR NOT SHOWN HEREON. CONTRACTOR SHALL VERIFY NEW TAP LOCATION AND SHALL CONTACT ALL UTILITIES TO VERIFY SOURCE. THROUGH COORDINATION WITH UTILITY OWNER, ALL FEES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR EXCEPT TAPFEE FEES BY OWNER.

ALL DRYWALL TO BE TAPPED AND FINISHED TO ACHIEVE A LEVEL 4 FINISH. ALL EXISTING DRYWALL SURFACES AND CONDITIONS SHALL BE REPAIRED AND PATCHED AS REQUIRED TO RECEIVE NEW SCHEDULED FINISHES. PATCH COAT ALL PATCHES AS REG.

FRESHSPACK SHALL BE INSTALLED IN CONCEALED SPACES OF STUD WALLS PARTITION FURRED SPACES AT CEILING, VERTICAL, AND HORIZONTAL SPACES AT BORTH, DROPPED CEILING, AND AT OPENINGS AROUND LIVING, CORNER, PIPES, VENTS, DUCTS, AND REG.

ALL PLATES IN CONTACT WITH CONCRETE SHALL BE PRESURE TREATED TO PROTECT FROM INSECT INFESTATION AND ROTTING.

ALL OPENINGS AND PENETRATIONS IN THE BUILDING ENVELOPE SHALL BE CALLED: GASKETED, WEATHER STRIPPED OR OTHERWISE SEALED TIGHT AGAINST AIR INFILTRATION.

PATCH ALL EXISTING WALL, FLOOR AND CEILING OPENINGS AND SURFACES AS A RESULT OF DESTRUCTION WORK. MATERIAL USED FOR PATCHING SHALL BE THE SAME AS ADJACENT EXISTING SURFACES. PATCH ADJACENT FINISH WHEN PATCH IS EXPOSED TO VIEW.

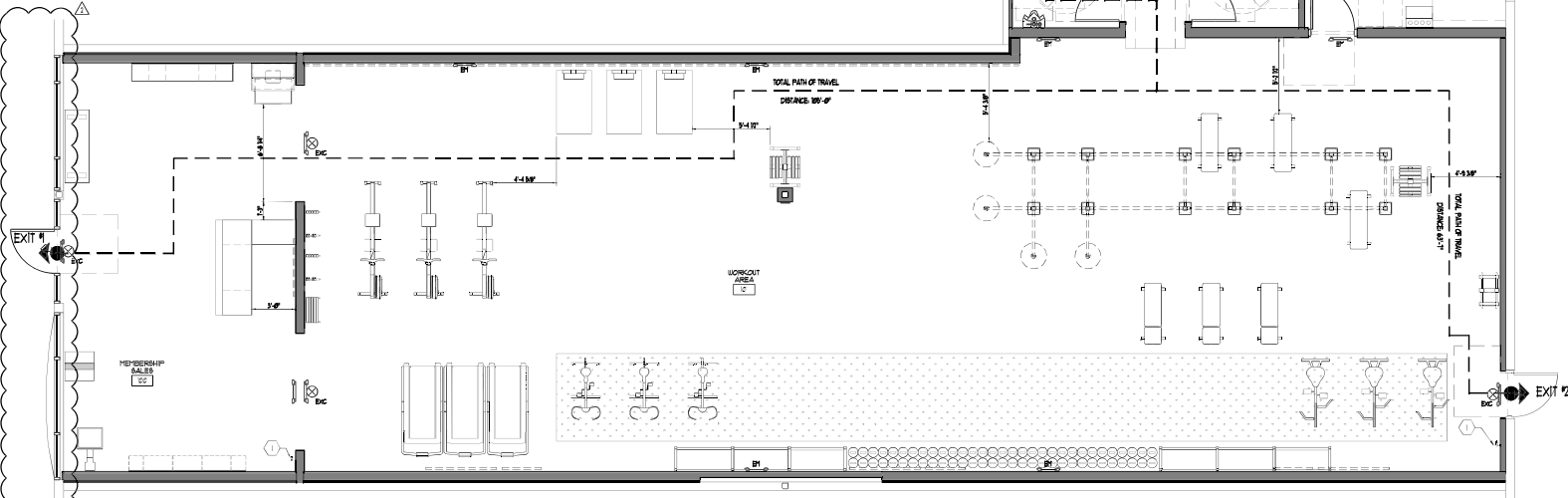
INSTALL FIRE EXTINGUISHERS TO BE COMPLIANT WITH BUILDING CODE. COORDINATE FINAL LOCATIONS WITH LOCAL FIRE MARSHAL.

(b6) DRAWING NOTES

- 1. ALL FINISHES TO BE DETERMINED FOR FINISHES AND FINISH LOCATIONS TO BE DETERMINED IN COORDINATION WITH THE FINISHAL.

GENERAL REQUIREMENTS

- CONTRACTOR SHALL VERIFY ALL DIMENSIONS ON DRAWINGS FOR COMPLETION PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES OR OMISSIONS ON THE CONTRACT DRAWINGS AT THE SITE.
- DO NOTS ARE INSTRUCTED TO CAREFULLY REVIEW THE CONSTRUCTION DOCUMENTS AT THE SITE.
- NO STRUCTURE OF ANY KIND TO BE CONSTRUCTED ON, OVER OR PLACED WITHIN THE PUBLIC UTILITY SERVICES EXCEPT SOLID WOOD, WIRE OR REMOVABLE SECTION TYPE FRAMING AND/OR FRAMING.
- CONTRACTOR TO COORDINATE STAGING AREAS AS REQUIRED WITH LANDLORD + OWNER.
- ANY DAMAGE BY G.C. OR SUBCONTRACTOR TO EXISTING ASPHALT PAVEMENT, ADJACENT EXISTING ADJACENT OUTSIDE OF CONSTRUCTION LIMIT SHALL BE REPAIRED AT NO COST TO OWNER.
- CONTRACTOR SHALL FIELD VERIFY ANY ON-SITE CONDITIONS THAT MAY INTERFERE WITH THE PROPOSED CONSTRUCTION OF THIS PROJECT.
- APPROVED MEASUREMENTS OR DIMENSIONS SHALL BE MAINTAINED AS CURRENTLY PLACED ON BUILDING.
- NO MATERIALS SHALL BE STORED ON PUBLIC PROPERTY UNLESS AN INTERIM STORAGE PERMIT IS FIRST OBTAINED FROM THE PUBLIC WORKS DEPARTMENT.
- ALL DIMENSIONS ARE TO FACE OF FINISHED BOARD, AT FINISHED WALLS + EXISTING TYPICAL WALLS (UNLESS NOTED). AT FINISHED LOW WALLS, DIMENSIONS ARE TO FACE OF FINISHED WALL TYPICAL.
- CONTRACTOR SHALL PROVIDE CONSTRUCTION FENCE FOR PEDESTRIAN PROTECTION ACCORDING TO LOCAL REGULATIONS AND BUILDING CODE.
- TEMPORARY TOILET FACILITIES SHALL BE PROVIDED.
- CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLETE SECURITY + SAFETY OF THE SITE WHILE THE JOB IS IN PROGRESS. MAINTAIN THE JOB AS COMPLETE.
- CONTRACTOR SHALL TAKE NECESSARY PRECAUTIONS TO INSURE THE SAFETY OF THE OCCUPANTS + WORKERS AT ALL TIMES.
- ALL DEBRIS SHALL BE REMOVED FROM THE PREMISES DAILY + WORK AREAS SHALL BE LEFT IN A CLEAN, PROPERLY CONDITION AT ALL TIMES.
- CONTRACTOR SHALL PROVIDE A LIST OF SUBCONTRACTORS TO THE OWNER.
- CONTRACTOR SHALL COMPLY WITH ALL STATE AND LOCAL REGULATIONS AND REGULATIONS CONCERNING LICENSING SUCH AS THE APPLICABLE GOVERNING AGENCY HAS TO HAVE IN PLACE.
- ALL WEATHER EXPOSED SURFACES SHALL HAVE A WEATHER RESISTIVE BARRIER TO PROTECT THE INTERIOR WALL COVERING EXTERIOR OPERATIONS SHALL BE LIMITED TO A MAXIMUM OF 30 DAYS PER TRADE/PROOF.
- GENERAL CONTRACTOR SHALL PLACE ORDERS FOR ALL FINISHES AND MATERIALS EQUIPMENT ETC. AT THE START OF THE PROJECT. SUBSTITUTIONS ARE NOT ACCEPTED FOR ANY FINISHES UNLESS APPROVED BY THE OWNER + ARCHITECT. THIS BE WORKED TO LEAD THE PROJECTOR WITHIN THE FIRST TWO WEEKS OF THE PROJECT.



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

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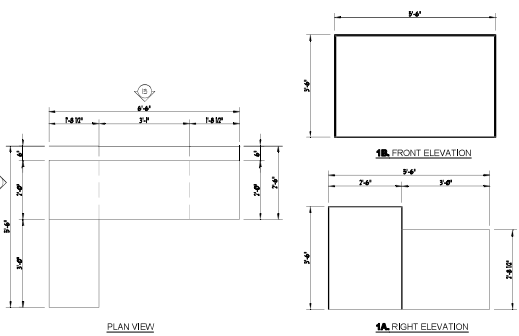
TENANT  
IMPROVEMENT

BFT

SHARON HEIGHTS  
325 SHARON PARK DR  
UNIT D-4  
MENLO PARK, CA 94025

NO.	DATE	DESCRIPTION
1	08-21-2024	PERMIT REVIEW COMMENTS
2	10-30-2024	ENGINEERING REVISION
3	11-04-2024	USE PERMIT REVISIONS





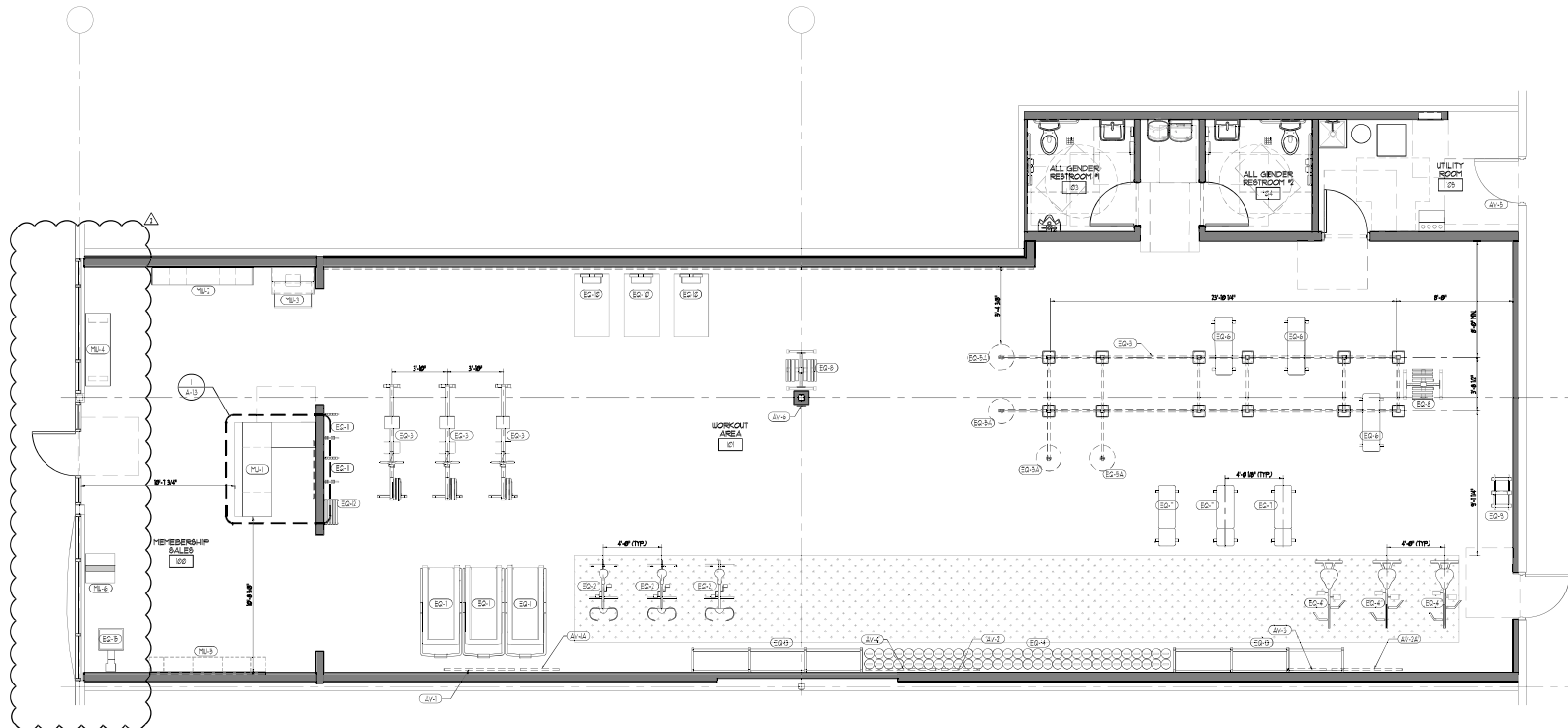
**WALL LEGEND**

	DISTING BILLS TO REPAIR
	NEW METAL GRID BILLS REFER TO WALL TYPES AND SECTIONS ON SHEETS A-20 AND A-40

**EQUIPMENT/FURNITURE SCHEDULE**

ITEM NO.	QTY.	EQUIPMENT/MILLWORK DESCRIPTION	PROVIDED BY	ITEM NO.	QTY.	EQUIPMENT/MILLWORK DESCRIPTION	PROVIDED BY
MW-1	1	FRONT DESK	MILLWORK SUPPLIER	AV-1	1	65" HORIZONTAL MOUNTED "MY ZONE MONITOR" (SCREEN 1)	AV SUPPLIER
MW-2	1	HYBRID LOCKERS / CUBBIES	MILLWORK SUPPLIER	AV-1A	1	65" VERTICAL MOUNTED MONITOR (SCREEN 1)	AV SUPPLIER
MW-3	1	TOWEL BIN	MILLWORK SUPPLIER	AV-2	1	65" VERTICAL MOUNTED MONITOR (SCREEN 2)	AV SUPPLIER
MW-4	1	BENCH	MILLWORK SUPPLIER	AV-2A	1	65" HORIZONTAL MOUNTED "MY ZONE MONITOR" (SCREEN 2)	AV SUPPLIER
MW-5	1	8'-0" WIDE x 8'-0" HIGH SLATWALL	MILLWORK SUPPLIER	AV-3	1	65" VERTICAL MOUNTED MONITOR (SCREEN 3)	AV SUPPLIER
MW-6	1	(2) WAY RETAIL DISPLAY	MILLWORK SUPPLIER	AV-4	1	65" HORIZONTAL MOUNTED (SCREEN 4)	AV SUPPLIER
EQ-1	3	MATRIX 5 TREADMILLS	EQUIPMENT SUPPLIER	AV-5	1	AV RACK	AV SUPPLIER
EQ-2	3	KEBER M3 SPIN BIKE	EQUIPMENT SUPPLIER	AV-6	1	PROPOSED TRAINER CONTROL PANEL STATION	AV SUPPLIER
EQ-3	3	CONCEPT ROWERS	EQUIPMENT SUPPLIER				
EQ-4	3	BIONIC BIKES	EQUIPMENT SUPPLIER				
EQ-5	1	BEAVERHIT USA BFT V3 RIG WITH TRAILER ARMS	EQUIPMENT SUPPLIER				
EQ-5A	4	HANGING BAGS	EQUIPMENT SUPPLIER				
EQ-6	3	FLAT WEIGHT BENCHES	EQUIPMENT SUPPLIER				
EQ-7	3	INCLINE WEIGHT BENCHES	EQUIPMENT SUPPLIER				
EQ-8	2	BUMPER PLATE TREE W/ WHEELS	EQUIPMENT SUPPLIER				
EQ-9	1	MEDICINE BALL RACK	EQUIPMENT SUPPLIER				
EQ-10	3	CONCEPT 2 SKI ERGS WITH FLOOR STAND	EQUIPMENT SUPPLIER				
EQ-11	2	WALL MOUNTED BAND MOUNTS	EQUIPMENT SUPPLIER				
EQ-12	1	WALL MOUNTED MAT MOUNT	EQUIPMENT SUPPLIER				
EQ-13	2	114" x 24" FITOPS SHELF	EQUIPMENT SUPPLIER				
EQ-14	62	KETTLE BELLS (2 ROWS OF 31)	EQUIPMENT SUPPLIER				
EQ-15	1	BODY SCANNER	EQUIPMENT SUPPLIER				

RECEPTION DESK DETAILS (REF. ONLY)  
SCALE: 1/2" = 1'-0"



FURNITURE AND EQUIPMENT PLAN  
SCALE: 1/4" = 1'-0"

SEAL

DOCUMENT ONLY UNDER SIGNATURE OF ENGINEER

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PROJECT

TENANT  
IMPROVEMENT

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UNIT D-4  
MENLO PARK, CA 94025

COOPERATED BY

PSA ARCHITECTS

11-14-2024

PERMIT REVISION COMMENTS 08-21-2024

ENGINEERING REVISION 12-16-2024

USE PERMIT REVISIONS 12-04-2024

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ISSUE DATE: 11-11-2024  
SCALE: AS NOTED  
PROJECT: JOB #24011







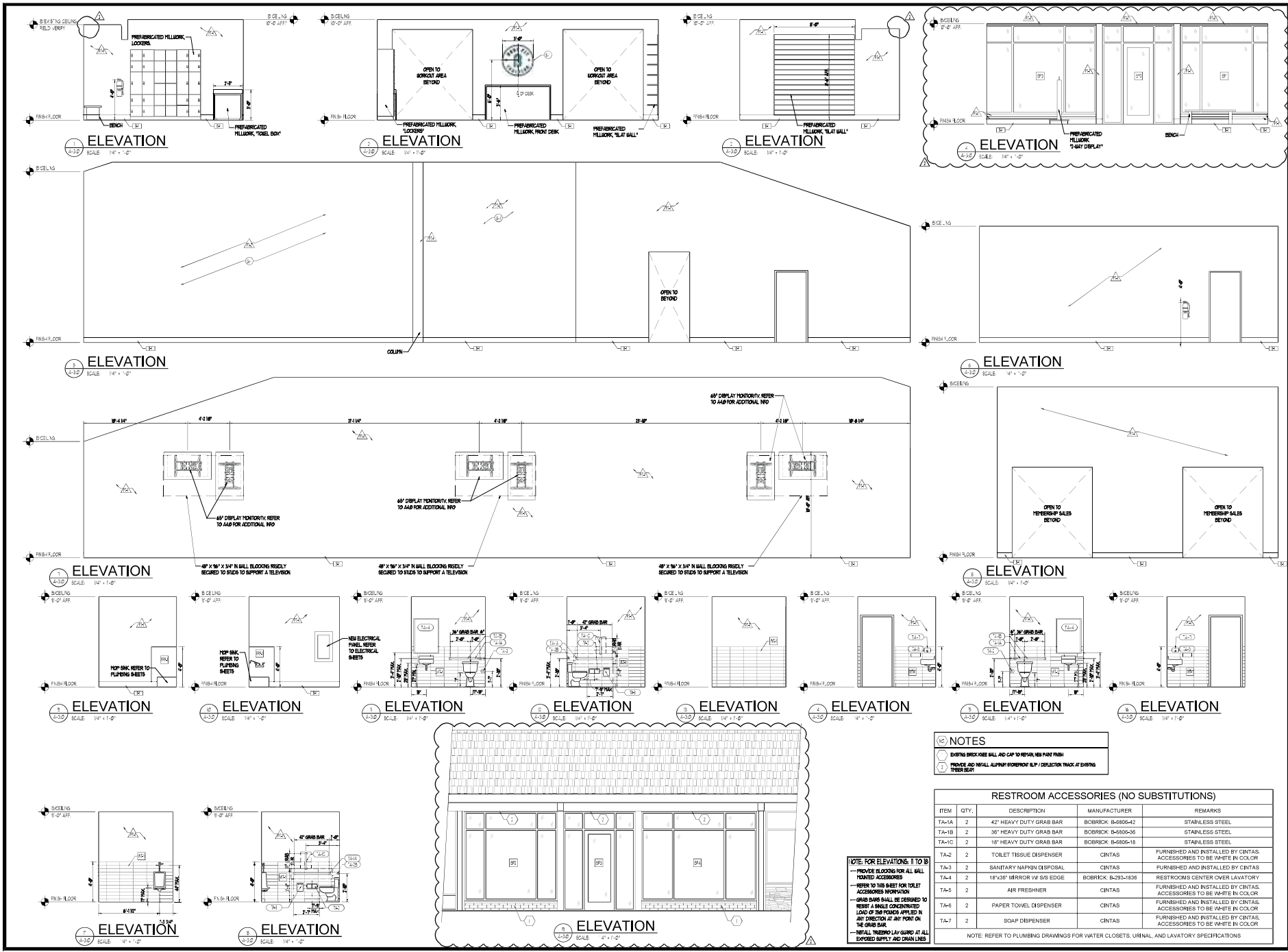
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CONTRACTOR  
 PROJECT: TENANT IMPROVEMENT  
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 SHARON HEIGHTS  
 325 SHARON PARK DR  
 UNIT D-4  
 MENLO PARK, CA 94025

DATE: 08-21-2024  
 DRAWN BY: JAF  
 CHECKED BY: JAF  
 PROJECT NO: 24-001



- NOTES**
- 1 EXISTING BRICK VENEER WALL AND CAP TO REMAIN, NEW PAINT FINISH
  - 2 PROVIDE AND INSTALL ALUMINUM PROFFER/SLIP / DEFLECTION TRACK AT EXISTING TRASH BIN

RESTROOM ACCESSORIES (NO SUBSTITUTIONS)				
ITEM	QTY.	DESCRIPTION	MANUFACTURER	REMARKS
TA-1A	2	42" HEAVY DUTY GRAB BAR	BOBRICK: B-6800-42	STAINLESS STEEL
TA-1B	2	36" HEAVY DUTY GRAB BAR	BOBRICK: B-6800-36	STAINLESS STEEL
TA-1C	2	18" HEAVY DUTY GRAB BAR	BOBRICK: B-6800-18	STAINLESS STEEL
TA-2	2	TOILET TISSUE DISPENSER	CINTAS	FURNISHED AND INSTALLED BY CINTAS. ACCESSORIES TO BE WHITE IN COLOR.
TA-3	2	SANITARY NAPKIN DISPOSAL	CINTAS	FURNISHED AND INSTALLED BY CINTAS.
TA-4	2	18"x36" MIRROR W/ SIS EDGE	BOBRICK: B-293-1836	RESTROOMS CENTER OVER LAVATORY
TA-5	2	AIR FRESHENER	CINTAS	FURNISHED AND INSTALLED BY CINTAS. ACCESSORIES TO BE WHITE IN COLOR.
TA-6	2	PAPER TOWEL DISPENSER	CINTAS	FURNISHED AND INSTALLED BY CINTAS. ACCESSORIES TO BE WHITE IN COLOR.
TA-7	2	SOAP DISPENSER	CINTAS	FURNISHED AND INSTALLED BY CINTAS. ACCESSORIES TO BE WHITE IN COLOR.

NOTE: REFER TO PLUMBING DRAWINGS FOR WATER CLOSETS, URINAL, AND LAVATORY SPECIFICATIONS

**NOTE: FOR ELEVATIONS 11 TO 8**

- PROVIDE FLOORING FOR ALL WALL ADJACENT ACCESSORIES
- REFER TO THIS SHEET FOR TOILET ACCESSORIES INFORMATION
- GRAB BARS SHALL BE DESIGNED TO RESIST A SINGLE CONCENTRATED LOAD OF 250 POUNDS APPLIED IN ANY DIRECTION AT ANY POINT ON THE GRAB BAR
- METAL TRIMMED LAV GUARD AT ALL EXPOSED SUPPLY AND DRAIN LINES

ISSUE DATE: 11-11-2024  
 SCALE: AS NOTED  
 PROJECT: JOB #24011