



## REGULAR MEETING MINUTES

**Date:** 2/14/2022  
**Time:** 7:00 p.m.  
**Location:** Zoom

### **A. Call To Order -7:02 PM**

### **B. Roll Call**

Andrew Barnes, Chris DeCardy (Vice Chair), Michael Doran (Chair), Camille Gonzalez Kennedy Cynthia Harris, Henry Riggs, Michele Tate

Staff:

Ori Paz, Associate Planner

Corinna Sandmeier, Acting Principal Planner

Chris Turner, Assistant Planner

### **C. Reports and Announcements**

Acting Principal Planner Corinna Sandmeier said she did not have any updates to report.

### **D. Public Comment**

Under "Public Comment," the public may address the Commission on any subject not listed on the agenda, and items listed under Consent Calendar. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. 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.

Chair Doran opened Public Comment and closed it as there were no speakers.

Ryan Loh addressed the Commission under public comment regarding his project at 269 Willow Road. At the time of the last Commission meeting, the only thing left was the fence. He wanted to clarify at this time, the procedure for commenting on his project. Chair Doran reiterated that public comment at this time was for items *not* on the agenda. Mr. Loh will get a chance to speak after his item is presented.

### **E. Consent Calendar**

E1. Approval of minutes from the December 13, 2021, Planning Commission meeting. (Attachment)

- E2. Architectural Control/Audrey Bauer/133 Stone Pine Lane:  
Request for architectural control to make exterior modifications to the front façade of an existing three-story townhouse in the R-3 (Apartment) zoning district, including the addition of new gross floor area. (Staff Report #22-008-PC)

ACTION: M/S (DeCardy, Tate) moved to approve the Consent Calendar.

During the vote count, Commissioner Riggs had a comment on the December 13, 2021 Minutes and apologized for not raising his hand sooner. He pointed out that there were two typos on page 13 and 14 of the minutes, however, he didn't think it affected overall the approval of the minutes, but offered to email those if appropriate.

Chair Doran said he thought that was appropriate.

Chair Doran continued with the vote count. Commissioner Barnes said that as he was late to the meeting, he was choosing to abstain from the vote on these items.

ACTION: M/S (DeCardy, Tate) to approve the Consent Calendar consisting of the minutes from the December 13, 2021 Planning Commission meeting as submitted and 133 Stone Pine Lane as presented in the staff report; passed 6-0-0-1, with Commissioner Barnes abstaining.

## **F. Public Hearing**

- F1. Use Permit/Charlene Cheng/269 Willow Road:  
Request for a use permit to construct a new two-story residence with an attached garage on a substandard lot with regard to minimum lot depth in the R-1-U (Single Family Urban Residential) district. The parcel is a vacant panhandle lot with access via an easement over 267 and 275 Willow Road, and 269 Willow Road is proposed as the new address for the subject parcel. The proposal also includes a request for a use permit to allow seven-foot-tall fences within the front setback. (Staff Report #22-009-PC)

Chair Doran said that they do have a staff report on this and it was discussed previously at the last meeting. He believed there was a consensus on this item, the only question was the fence. At the last meeting there was not a use permit request for a 7-foot-tall fence. They have resubmitted the application with that use permit request, so he doesn't believe this needs a lengthy discussion.

Chair Doran asked if someone would make a motion to approve as submitted.

Associate Planner Paz reminded Chair Doran that at that last meeting, Commissioner Barnes had chosen to recuse himself from this vote and wondered if he would be doing the same at this meeting?

Commissioner Barnes thanked Mr. Paz for reminding him of this, and agreed that yes, he would like to again recuse himself from this particular vote.

Mr. Paz asked Ms. Sandmeier if they needed to open public comment for this since it included a new request for the fence height.

Chair Doran opened public comment. There was none, so Chair Doran continued with the motions.

ACTION: M/S (Riggs/Harris) to approve the item as presented in the staff report; passed 6-0-0-1 with Commissioner Barnes recused.

F2. Conditional Development Permit Major Modification/Heather Skeehan (citizenM)/  
300 Constitution Drive:

Request for review and approval of major modifications to an approved Conditional Development Permit (CDP) for interior and exterior changes to the previously approved hotel building and changes to the landscaping and on-site circulation. No changes are proposed to the number of rooms (240 rooms), the number of onsite parking spaces (118 parking spaces) or the shared parking agreement between the hotel use and the other site occupant, Meta (formerly Facebook). The proposed modifications would continue to comply with the floor area ratio, building coverage, and maximum height limits of the previously approved CDP. In 2016 the City Council certified an Environmental Impact Report (EIR) as part of its approval of the Meta Campus Expansion Project, which included a potential 200-room hotel. Subsequent revisions to the Meta Campus were previously analyzed through the Facebook Campus Expansion Project First Addendum. In February 2020 the City Council approved revisions to increase the number of hotel rooms to 240 rooms and approved a shared parking agreement, which was analyzed in a Second Addendum to the certified EIR. The currently proposed revisions have been reviewed against the analysis in the certified EIR, and First and Second Addendums, and the proposed revisions would not result in new impacts or an increase in the severity of previously identified impacts. **Continued to February 28, 2022 Planning Commission Meeting**

As there were some items still outstanding from the applicant, this item is continued to the next Commission meeting. Chair Doran asked for a motion to continue this item.

ACTION: M/S (DeCardy, Harris) to continue the item; passed 7-0.

The public comment of tonight's session was closed.

**G. Study Session**

G1. Study Session/O'Brien Drive Portfolio LLC/1300-1320 Willow Road, 975-995 and  
1001-1015 O'Brien Drive:

Study session for a request for a development agreement, architectural control, use permit, lot line adjustment, lot merger, Below Market Rate (BMR) housing agreement, and environmental review to demolish three existing, one-story commercial buildings on three parcels and construct one new five-story building for research and development (R&D), one new four-story building for R&D, and one new six-story parking structure with an attached two-story meeting space on two parcels located in the Life Science, Bonus (LS-B) zoning district. The proposed project would be constructed in two phases, with the five-story R&D building, parking structure, and meeting space to be developed in the first phase and the four-story R&D building in the second phase. The proposed total gross floor area of the project would be approximately 228,260 square feet of R&D space with a floor area ratio (FAR) of 1.24, and 9,600 square feet of commercial space (0.04 FAR). The proposal includes a request for an increase in height and FAR under the bonus level development allowance in exchange for community amenities. (Staff Report #22-010-PC)

Assistant Planner Turner said that he did have one update on this item. The applicant sent the Planning Commission a letter this morning as an update regarding the use of the meeting space building at the rear of the parking structure.

The applicant, Mr. John Tarlton was present to give the presentation on this project. Mr. Tarlton is President and CEO of Tarlton Properties, and the leader of the Menlo Park labs team. Mr. Tarlton gave a brief overview of the project and then introduced Elke MacGregor, the lead architect with DES Architects. Ms. MacGregor gave a more in-depth presentation of the project. Chair Doran asked Ms. MacGregor to talk more about the four plates and the ceiling heights. After that, Chair Doran called for clarifying questions from the Commissioners.

Commissioner Riggs asked Ms. MacGregor to clarify how the first two floors have a different set back than the upper floors. Is that simply defined by the canopy or is the curtain wall at a different grid line?

Ms. MacGregor explained that most of the glass is solar blue, so it has a slight tint, and the lower-level glass, like in almost all of the lobbies they have in the business park, those are clear glass so that it denotes the entry. They will use a bird-safe glass with little dots on it to help the birds recognize that there is glass there. The glass adjacent to that will be solar blue. The lobby glass will be set back slightly from the face of the building.

Commissioner Riggs asked if the upper floors actually cantilever beyond the lower floors? Ms. MacGregor said yes, and it is just in the lobby. Commissioner Riggs also asked if the curtain wall is four or five stories at the left end of the building? Ms. MacGregor confirmed it was five stories.

There being no more clarifying questions from the Commission, Chair Doran opened this up for public comment at this time.

The first public comment comes from Karen Eshoo, the Head of School at Mid-Peninsula High School, which has been referenced during this presentation. She wanted to comment on the project, especially the community meeting space. She met with John and his associate back in December and was really excited about the entire project, particularly the way they partnered with Mid-Peninsula High School to see how the school might benefit from some of the features there. They are a small school, they are full, and space on their campus is very tight. The opportunity for the school as well as others in the neighborhood to have a meeting space or maybe even space for small events would be really helpful for them. They are making great use of the space they have on their campus and they would like to have a little more in the future. At this time, however, they are very grateful to John and his associates for thinking of them as a group that could make great use of the new meeting space. Thank you very much.

The next public comment comes from Josh Arias, the English Pastor at Eternal Life Church, located at 965 O'Brien. He is one of the founding members of the church that was established in 1988. He is currently the Community and Operations Lead. His parents are the Senior Pastors of the church, and have been serving their community for 33 years and at this location since 2005. At the beginning of the pandemic, Facebook reached out to them to ask if they would be one of Facebook's main distribution centers to serve fresh produce and food to their community. They thought this would be a two-month outreach opportunity, but it has now been 87 weeks of constant giving back to their city, their community, with their dedicated volunteers. They still serve *every Saturday* from 11-

12:30, and they are humbled to lead this effort. That said, their passion and their heart for their city and their community is growing, and that's why their Senior Pastors and leadership team would like to express their support to the Tarlton project, in particular, building a new meeting center. As a church that has been part of this community, at this location for over 16 years, they are very excited about the opportunity this brings to their church. They believe that this gives them a voice to share similar passions and missions, and they believe that the Tarlton project will take this to the next level, and they are excited to partner with them, however they can. They think that this will be a very positive development for their local church and the neighborhood, and they are in agreement with what they are presenting to you tonight. Mr. Arias will also be following up with an email to the Commission, and thanks them very much.

There were no other public comments so Chair Doran closed public comment. He asked the Commissioners if they have any further questions or comments for the applicant.

Commissioner Kennedy said that she is continually impressed with the whole community approach that John and his team take to the life sciences district. It's meaningful and it's collaborative, and she thinks as a community partner, they are bringing something really great to Menlo Park.

Vice Chair DeCardy asked about the list of hazardous materials and whether they should approve that or if they should wait until there is a tenant. He asked Mr. Tarlton his point of view on that and why that is their preference.

Mr. Tarlton responded that he would answer this question. They take their stewardship of their little part of Menlo Park quite seriously. It is very important to consider how they deal with hazardous materials. He thinks, in large part, most of their projects are now approved for hazardous materials by the Fire Department and Planning Department staff members. They used to bring all their conditional permits for hazardous materials to the Planning Commission. There was a general agreement some years ago that that was not necessary for all conditional use permits. Some new rules were put in place for their incubators, and they have a couple of buildings that are incubators. They do have a master conditional use permit that they hold, allowing these small tenants to come into the building without having to take on the burden of an individual application for use and storage of hazardous materials. Mr. Tarlton will still come to the Commission for an application if they were going to build a new incubator as part of the project. For the rest of their buildings, it makes more sense that there be an individual application by the tenant. He believes that the smaller applications should be handled by the Fire Department and the Planning Staff, and only larger applications would come to the Planning Commission as the rules are set out now. Vice Chair DeCardy thanked Mr. Tarlton for the specific answer and the clarity on this.

Vice Chair DeCardy's next question was about the height of the lobby and wondering if the Tarlton team could clarify that issue for him.

Ms. MacGregor explained that with a three-story lobby, the scale is just a little bit too large so they decided on a two-story lobby with a canopy that extends a floor above that. This relates to the scale of the lobby space and bringing it to a human scale. You can stand in the two-story space and feel like it feels appropriately high. If they were to raise that up, they thought it would take the scale of the building off to being inappropriate for walking traffic to it. They haven't built any lobbies with three stories and it feel too big for what they are trying to build.

Given that this is a two-phase project, and the development agreement would approve both phases, and the second phase may not come until 10 years from now, Vice Chair DeCardy asked about the approval of the second phase of this project. Why would we want to get that approved now when things could change so drastically in 10 years, let alone the next two years? From Tarlton's perspective, what's the difference between approving phase two now or waiting?

Mr. Tarlton acknowledged that the request is unusual. He went on to explain that they have an existing tenant at 1320 Willow, a company called Wine Bank. They have a long-term lease. Tarlton Properties would like to work with Wine Bank to relocate them, to enable the second phase of the project to move forward. Without having approval for a new project to go in its place, it's not possible for us to provide them with financial assistance to relocate.

Vice Chair DeCardy clarified that Tarlton needs to have all of this project definitively approved so Mr. Tarlton knows what time frame they are operating under. This would allow Mr. Tarlton to know when they would need to have the funds available to help Wine Bank move to a new location.

Commissioner Tate said she has a couple of questions around the meeting space. She knows that Tarlton Properties has spoken with people previously that there were no meeting places in the neighborhood for groups such as churches and non-profits to meet in for free. Mr. Tarlton mentioned that they have spoken with the church and the school, but Commissioner Tate is wondering who else Mr. Tarlton has spoken with to get feedback on this issue. Also, what has Mr. Tarlton's outreach been in Belle Haven to get feedback for this project?

Mr. Tarlton thanked Commissioner Tate for this question and went on to explain that their outreach to Belle Haven on what they would like to see in the life science district goes back almost ten years now. While he can't recall the names of everyone he's spoken to over the past ten years, he is anticipating that potentially the Boy Scouts and the Girl Scouts might be able to use this space. As Commissioner Tate mentioned, there has been strong and consistent messaging both in private conversations and public outreach during the Connect Menlo process, about the need for public meeting space that is free of charge for the non-profits.

Commissioner Riggs had some questions for the Planning Staff, but did mention that he met with Mr. Tarlton last week regarding the project. Of the items the Commissioners are asked to comment on, Commissioner Riggs thinks that the trained and degreed staff have valuable reactions to an application, and, as a commissioner, he would like to get a sense of them. For example, the second item under Planning Commission Considerations, pages 7 and 8, architectural design and materials, the staff prompts the commission to comment if it seems appropriate to modify the building modulation requirement. In the absence of a specific concern, he wanted to make sure that there wasn't a concern staff had that wasn't being mentioned.

Mr. Turner responded that there are a certain set of design standards along with development regulations to try to give some visual interest to the area. There is provision in the code that allows applicants modifications. Ms. MacGregor explained that there were some functionality and design implications for complying with the modulation requirement to the 45-foot point on that specific building, and that's really up to the Planning Commission to comment and see if that is an acceptable modification for the reason that was given. They could go up to three stories with that manipulation and pretty easily avoid that use permit request. If that is something that the applicant



thinks would benefit the project and the desirability of that building, they can ask for the Planning Commission to discuss this.

Commissioner Riggs thanked Mr. Turner and Ms. MacGregor for this thorough answer and then asked if there was anything that comes to mind regarding the parking structure or the public open space? Mr. Turner said that they have had some discussions with the applicant about the public open space. There is a question about the location of the open space, whether the location at the northern section of the property, is a suitable location for the majority of the public open space to be. From an access standpoint, off of Willow Road, it's ok but off of O'Brien it's a little more difficult to reach it. It's not as easily seen from O'Brien. This is certainly something that is up for the Planning Commission's discussion.

Commissioner Riggs really appreciated these insights as staff spends a lot more time with the project than the commission does.

Regarding the site circulation, which would include connectivity with O'Brien Drive, is this consistent with our goals for the area? From Commissioner Riggs' view, it looks quite logical.

Mr. Turner responded that the Transportation Division also looked at this. Generally, it looks like it could be improving the circulation. You're going from one entrance on O'Brien Drive, to two entrances, as well as connecting the properties from Willow onto O'Brien, so there would be multiple outlets. This might alleviate some of the traffic coming in and out of the property.

Commissioner Riggs then took this opportunity to say that when he looks at the list, he has no issue with the building height because of the adjacency of the other uses. The architectural design and materials, including the interpretation of the lower two levels, versus the levels above, make very good design sense, and make an overall attractive project, both from the pedestrian level and from the distance that most of us will see the project, which at the very least is many hundreds of feet. And that is relevant.

Commissioner Riggs thinks the parking structure is attractive and the coordination with the materials on the Community building is terrific. He feels comfortable with the site access and layout. He has no issue with the outdoor chemical storage, after having reviewed many dozens of applications for these over the years. Additionally, Commissioner Riggs likes the fact that the public open space is adjacent to the Hetch Hetchy, which, thanks to the San Francisco Water District, has been available for public use. He also thinks that because this project abuts other uses, it makes the space seem larger. The most adjacent property will have the most immediate use of a public open space. He thinks the overall aesthetic is appropriate for the LS zone and he finds this project quite supportable for what they see at this point.

Commissioner Harris said that as the newest Commissioner, this is her first time seeing the Tarlton project. She thinks they are a very attractive set of buildings, and she is fine with the building heights. She really appreciated the explanation on the 10-year phasing. She could appreciate that the Wine Bank will be a little harder to relocate than some other types of companies, and she appreciates the clarity that was given. Regarding the community space, she appreciates Ms. Eshoo and Mr. Arias for calling in and helping the Commission understand how they might use that space. While it's wonderful to have this space available for community use as well, Commissioner Harris is concerned with details such as will it be open in the evening and on weekends, will Tarlton

Properties have someone there that will be opening the doors for the community members, is there going to be a kitchen, where will the community be on the list of people that can access it? Also, her understanding is that this space is not an amenity per se, but it is in addition to the space they would otherwise be granted. Could Mr. Tarlton please clarify that?

Mr. Tarlton then explained that they view their little part of Menlo Park as essentially a joint venture between the City and Tarlton Properties. In a venture or a partnership, he likes to think in terms of 50-50. In their ideal vision, the use of this facility will be shared between the community and their tenants. One of the best things about building this community center is that there are many uses – non-profits, the school, the church, scouts, etc., that are evening and weekend uses and therefore can make use of the facility that would otherwise be dormant. There will not be a kitchen because it would need to be a commercial kitchen, there are multiple agencies involved, the price is spectacular and the potential for challenges is enormous. However, there will be a sink and an area for food service. There will be a restaurant facility on campus, called Eats at 1440. He envisions that users of the space would potentially utilize their services to provide food or they could bring their own.

Commissioner Harris thanked Mr. Tarlton for this information and had a follow-up question for him. Mr. Tarlton mentioned non-profits that would potentially use the space, but would it also be available for community meetings that are not non-profits?

Mr. Tarlton answered that yes, absolutely, other groups could use it too. They would need to provide an insurance certificate because they couldn't have a situation where someone gets hurt and there is no responsible party.

Commissioner Harris also asked about parking. The Commission recently looked at another project, and the company found they didn't need as much parking as the city was requiring them to have. Part of the reason for this is that the nature of business has changed, there's not as much need for as much personnel and therefore, not a need for as much parking.

Mr. Tarlton went on to explain the differences in the tenants that will be using the space, which is quite different and certainly busier than some other local businesses and they don't want to underestimate any future potential parking needs.

Commissioner Harris interjected that she would feel more comfortable if his parking numbers were at the lower end. Additionally, since the second phase of this project is not being built for ten years, the way that society travels could be different. She hopes that we will have more transportation options by then, besides just cars with a single occupant. Therefore, Commissioner Harris requests that Mr. Tarlton take another look at those numbers.

Chair Doran took this opportunity to say that in the past, they have been encouraged by staff to encourage comments from all the Commission, so he ran through the considerations that staff asked them to address. Chair Doran is broadly in agreement with Commissioner Riggs, in that he thinks this project is eminently supportable, and it's a vast improvement over the tilt-ups that are there right now. It's the kind of building he would like to see in Menlo Park, going forward. He thinks the building height is very acceptable considering what's being built in the neighborhood. He thinks the architectural design and materials are attractive, it's a good-looking project. On the question of the modulation and height, he thinks it's easy to support the use permit for the 34-foot height. Because



of the city's building requirements, some believe that they are seeing cookie-cutter buildings in Menlo Park, where the same building is being built. Chair Doran thinks introducing a little bit more variety into it is easy to support from a conceptual standpoint. He thinks the applicants articulated good reasons to put the canopy at 34-feet rather than 45-feet, so he has no problem with that. With respect to parking, Chair Doran agrees with Commissioner Harris that ten years is a long time and we don't know how people will be getting to work in ten years. While he hopes we won't be using as much parking in ten years, if there is any mitigation that Mr. Tarlton can use to pare that down, that would be welcome. Site access and layout, he doesn't have a lot to add to that. He is sure the applicant wants to ensure easy access to their project, so he doesn't second guess that. Regarding the outdoor chemical storage and having approvals done now, the Tarlton plan makes sense to him. Chair Doran thinks the public open spaces are great, they provide more than is required and believes the location of it next to Hetch Hetchy, next to the high school, and a little further along the village is appropriate. He thinks that the overall aesthetic has already been addressed and it's a very attractive project overall. It's a welcome addition to a part of Menlo Park that, frankly, needs a facelift, so Chair Doran finds it easy to support.

Vice Chair DeCardy wanted to echo what Commissioner Harris and Chair Doran said. He appreciates that Tarlton needs to build parking for the upper end use. Looking at that whole area and what's happening with transportation over time, I think erring on the side of under parking as opposed to over parking is best. Because Tarlton has more experience than anybody with existing structures about parking usage and how shuttles work, Vice Chair DeCardy would appreciate hearing from Mr. Tarlton about usage rates and what they've seen over time. If they could help educate the Commission, and next time they speak about this, give them a sense of their recommendations. If they severely under-parked that lot, what would that look like and how could Tarlton Properties make that work, given their commitment to alternative transportation shuttles, etc.

Vice Chair DeCardy appreciates the meeting space and understands that Mr. Tarlton knows that this isn't an amenity, but it does allow them to build more space. It is right by the high school and the park. However, since the high school needs to be fenced in for security, the only access to the high school is one point of entry. For those wanting to access the public community space from the high school, they would need to come down Willow Road and around, correct? Because the campus is fenced in, they can't just zip across the soccer field.

Mr. Tarlton then explained that their connection to Mid-Peninsula High School goes back to John Northway, the original architect for the high school. He is a friend of Mr. Tarlton's. He has discussed with their architects, providing direct access to the public meeting space from the high school.

Vice Chair DeCardy clarified that this access would be in ways to work for the school's security needs and for keeping it a safe campus? Mr. Tarlton replied affirmatively.

Vice Chair DeCardy then asked if the high school would become a barrier to anyone from Willow Village coming over? Mr. Tarlton confirmed that yes, if people were coming from Willow Village, they would need to come down the sidewalk on Willow Road and then through the public open space.

Ms. MacGregor added that they have meandering paths in the bio retention areas that carry out through the whole space and the idea is that they draw you into the property as well.

Vice Chair DeCardy would echo Commissioner Tate regarding the meeting space. It would be fabulous to get an update on other organizations within the community who might actually be able to use it the space. He does understand them having to provide an insurance certificate. But this does become a huge barrier for smaller community groups that organize in different kinds of ways. He would be interested to know how to tackle that one to be able to make that work for all sorts of community organizations with different sizes and structures, as opposed to those who are most resourced and the most capable because they've got that type of capacity on staff. So, he loves this idea but is interested in how they can make this open even more to folks.

Finally, Vice Chair DeCardy would like to discuss the overall development that's ongoing in this area in Menlo Park. As a Planning Commission, they have worked on Willow Village, they are working on this project, there are a couple of other projects they've worked on. Basically, everything that's been there is going to get rebuilt. Vice Chair DeCardy is concerned that ten years from now when they look back on these projects, that they've actually got a big miss because they didn't get the connections between all these done right. Could Mr. Tarlton please address this?

Mr. Tarlton said that he would answer with the focus being on just the life science district portion. That's the portion that he is most familiar with and where they have property. He explained that Tarlton Properties is in the process of completing a public-private partnership with the city, on the installation of new water mains under O'Brien Drive and a continuous sidewalk from Willow to University along the southern side of O'Brien Drive as well as a chunk of Kavanaugh. This is part of a broader vision that they have for the life science district even though they are sort of dragging along some of the smaller owners to get them on board. There is a master vision for this whole life science district that they are implementing a piece at a time, and he feels confident the Commission would be proud of what you had approved on an incremental basis, because it is part of this broader vision.

Vice Chair DeCardy said that he knows Tarlton Properties isn't responsible for every section of the community, but he is concerned for the residents that live toward Highway 101, how they will navigate through some of these new building projects so they can get to all the amenities in Willow Village which is on the other side of this life sciences complex.

Mr. Tarlton said that there is a plan in place for that too. The nexus for the north-south is essentially at the S-bend of O'Brien Drive, where the main street of Willow Village will connect to O'Brien Drive. On the east-west axis, Tarlton is proposing on their 1125 project that there be a connection from the end of Kavanaugh to the West. Then turning North, connecting to Willow Village. He already mentioned the sidewalk that goes east-west along the southern edge of O'Brien Drive, that will connect people to that same S-bend. Tarlton has then proposed to staff, although it's early days yet, that they make a connection north-south at their 1140 O'Brien Drive project, which is also on the southern of the S-bend that would connect Ralmar Avenue and the two or three schools that are right there, along with the Boys and Girls Club, and allow those folks to have access to that nexus.

Vice Chair DeCardy thanked Mr. Tarlton and said how helpful this information was. He then had a suggestion for staff. He is aware that staff is very pressed, but Vice Chair DeCardy thinks it would be very valuable to have a study session where the Commission could be able to step back and look at this whole area and how it all goes together, before they, as the Planning Commission are looking at final approval on all these projects. He thinks that would be extremely valuable and believes they

would have much better insight when they are having conversations about where are the community access places, what are the community amenities, and what about open space. Vice Chair DeCardy stressed this and asked Ms. Sandmeier if she thought that was something that would be possible.

Ms. Sandmeier responded that, yes, this is something they could look into, given the number of projects in the area.

Before turning the floor over to Commissioner Tate, Vice Chair DeCardy said that everything else works for him – height, building design, modulation, he thinks they are on a really great path with all of those. He appreciated their approach on the chemical storage going forward, and he would defer to staff with their recommendations. He is very excited about this project.

Commissioner Tate thanked them for their presentation. Initially she wanted to say that the project is attractive to her and she would definitely walk over to the outdoor space. She would be excited to have something like that because it's definitely closer for her than having to hike over to Willow Village, and also to the new park at Facebook since she lives so much closer to Willow Road.

Commissioner Tate agrees with Vice Chair DeCardy about having a study session of the projects that are going on in the area, so the Commissioners can get a better understanding of all of them. Hopefully they can do that sometime soon. Additionally, and she knows this has been mentioned several times over the years, if there could be some sort of connection to get directly to Bayfront with all the new development in that particular area, it would be really a tremendous help in relieving some of the traffic. She hopes someone will study that and determine whether or not it's viable to have a connection directly to Bayfront without having to utilize either Willow Road or University. She added that she is happy they are doing something to make a connection from the Alborni side, so those folks in East Palo Alto don't have to walk all the way around to access this area.

Commissioner Kennedy said she really appreciates everything that everyone has said, but really appreciates the transparency with which Mr. Tarlton and his staff show up with every time. She does wonder if that level of transparency around a significant amount of urban design investment that has gone into this, would be met with other developers – if they would bring the same type of rigor to this. Commissioner Kennedy joins the others in expressing interest in a study session as well.

With no other comments from the Commission, Chair Doran asked Mr. Turner if staff got the input they needed from this study session? Mr. Turner said yes, they definitely got a lot of very helpful, constructive feedback, but will leave it open to the Commission if there's anything else they want to discuss. There was not so Chair Doran closed the study session.

Chair Doran and others thanked Mr. Tarlton and Ms. MacGregor again for coming tonight and for their presentation.

## **H. Informational Items**

- H1. Future Planning Commission Meeting Schedule – The upcoming Planning Commission meetings are listed here, for reference. No action will be taken on the meeting schedule, although individual Commissioners may notify staff of planned absences.

- Regular Meeting: February 28, 2022
- Regular Meeting: March 14, 2022

Ms. Sandmeier said that hopefully at the February 28 meeting they will have the citizenM project ready. There will also be two smaller projects scheduled.

Commissioner Harris thanked Ms. Sandmeier for the heads up on what's coming at the February 28 meeting and asked if she knew what was planned for the March 14 meeting? Ms. Sandmeier said that's a little farther out and nothing has been finalized yet.

## **I. Adjournment**

Chair Doran adjourned the meeting at 8:39 p.m.

Staff Liaison: Corinna Sandmeier, Acting Principal Planner

Chris Turner, Assistant Planner

Approved by the Planning Commission on April 25, 2022

# 269 WILLOW ROAD

City Meeting | 02.14.2022



**269 WILLOW ROAD HOME**  
 MENLO PARK, CALIFORNIA  
 City Meeting | 02.14.2022

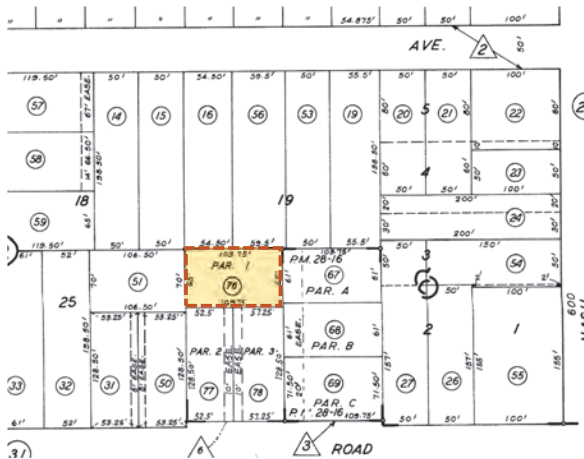
THE LOCATION  
 PARCEL MAP

THE SITE  
 RECENT SITE PHOTOS

PROPOSED PLANS  
 SITE PLAN  
 FLOOR PLANS

PROPOSED  
 ELEVATIONS  
 ELEVATIONS  
 MATERIALS & COLORS

PROPOSED  
 MASSING  
 3D VIEW



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 MENLO PARK, CALIFORNIA  
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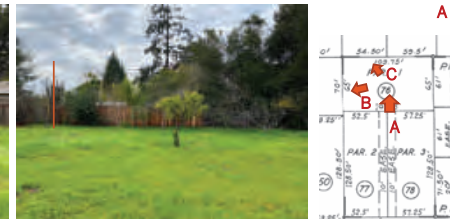
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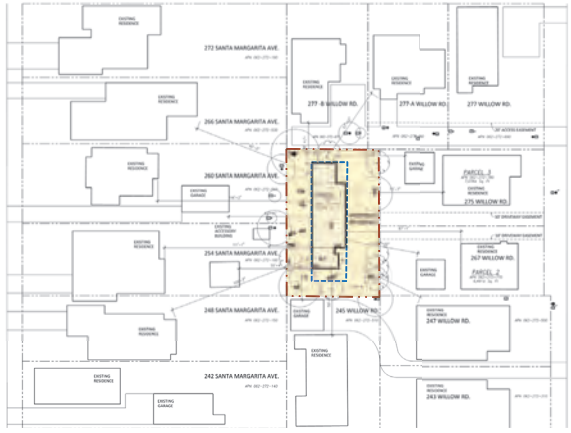
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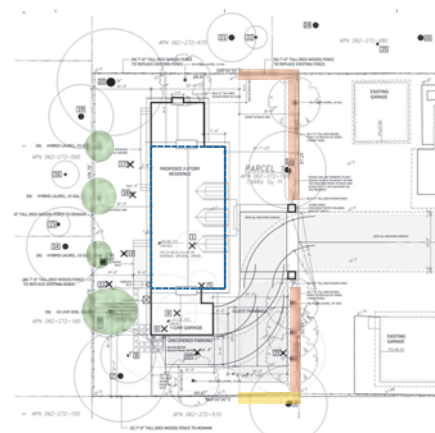
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SITE PLAN 01-24-2022  
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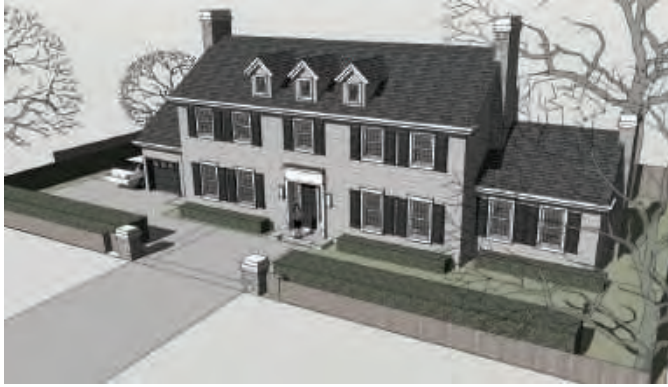
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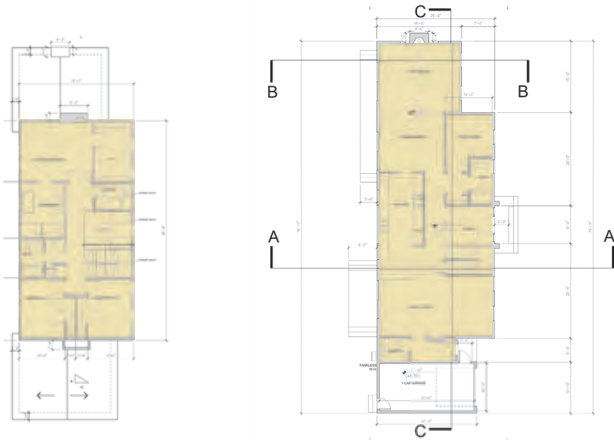
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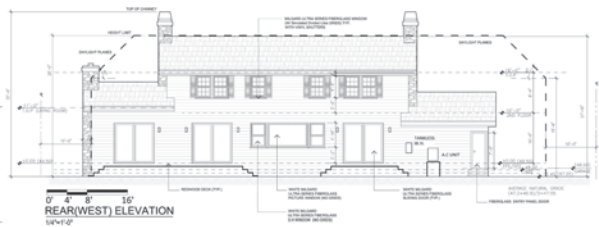
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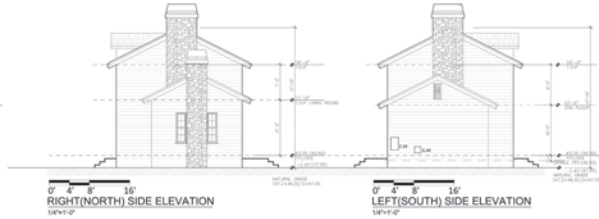
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REAR(WEST) ELEVATION  
1/8"=1'-0"



RIGHT(NORTH) SIDE ELEVATION  
1/8"=1'-0"

LEFT(SOUTH) SIDE ELEVATION  
1/8"=1'-0"

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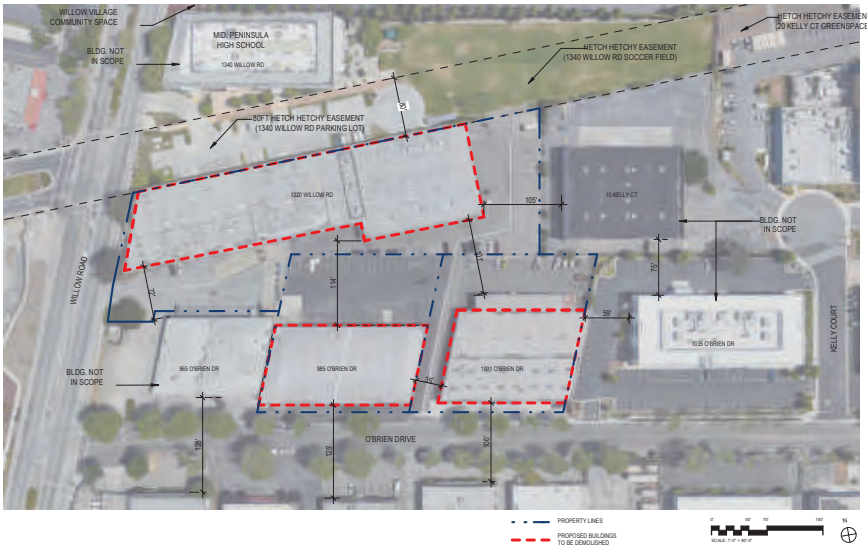
985 & 1001 O'BRIEN DR  
1320 WILLOW RD

PLANNING COMMISSION MEETING  
02/14/2022



MENLO PARK LABS

985 & 1001 O'BRIEN DR  
1320 WILLOW RD  
02.14.2022



EXISTING CONDITIONS - AERIAL PLAN

985 & 1001 O'BRIEN DR  
1320 WILLOW RD  
02.14.2022



EXISTING CONDITIONS - SITE PHOTOS

985 & 1001 O'BRIEN DR  
1320 WILLOW RD  
02.14.2022





- KEY NOTES:**
- 1 CANOPY TREE
  - 2 ACCENT TREE
  - 3 STREET TREE
  - 4 SCREEN HEDGES
  - 5 BIORETENTION AREA
  - 6 COBBLE CREEK WITH BOULDERS
  - 7 THEMED PLANTING STRIPS
  - 8 GATHERING SPACE
  - 9 EVENT PLAZA
  - 10 STROLLING PATH
  - 11 MEDITATIVE SPACE
  - 12 SMALL GROUP GATHERING SPACE
  - 13 MAIN ENTRY PLAZA
  - 14 BIKE RACKS
  - 15 OUTDOOR DINING TERRACE
  - 16 OUTDOOR ACTIVITY SPACE
  - 17 FLEX TURF SPACE AND DRIVABLE SURFACE FOR FIRE TRUCK ACCESS
  - 18 CATERNY LIGHT
  - 19 TRELLIS
- MATERIAL KEY:**
- CONCRETE PAVING
  - DECOMPOSED GRANITE PATHS/PAVING, TYP.
  - FLAGSTONE PAVING, TYP.

PROPOSED LANDSCAPE PLAN - PHASE 2



- KEY NOTES:**
- 1 CANOPY TREE
  - 2 ACCENT TREE
  - 3 STREET TREE
  - 4 SCREEN HEDGES
  - 5 BIORETENTION AREA
  - 6 COBBLE CREEK WITH BOULDERS
  - 7 THEMED PLANTING STRIPS
  - 8 GATHERING SPACE
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  - 17 FLEX TURF SPACE AND DRIVABLE SURFACE FOR FIRE TRUCK ACCESS
  - 18 CATERNY LIGHT
- MATERIAL KEY:**
- CONCRETE PAVING
  - DECOMPOSED GRANITE PATHS/PAVING, TYP.
  - FLAGSTONE PAVING, TYP.

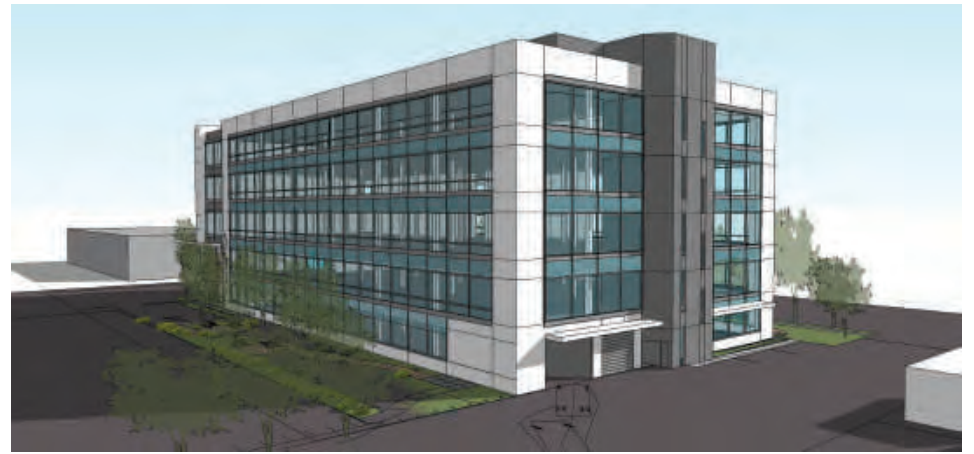
PROPOSED LANDSCAPE PLAN - PHASE 1



PROPOSED OPEN SPACE IMAGERY



1005 O'BRIEN DR - 3D MASSING SOUTH-EAST VIEW







COMMUNITY MEETING SPACE - 3D MASSING  
NORTH-WEST VIEW

985 & 1001 O'BRIEN DR  
1320 WILLOW RD  
02.14.2022



1320 WILLOW RD - 3D MASSING  
WEST VIEW - OPEN SPACE

985 & 1001 O'BRIEN DR  
1320 WILLOW RD  
02.14.2022



1320 WILLOW RD - 3D MASSING  
NORTH-WEST VIEW - OPEN SPACE

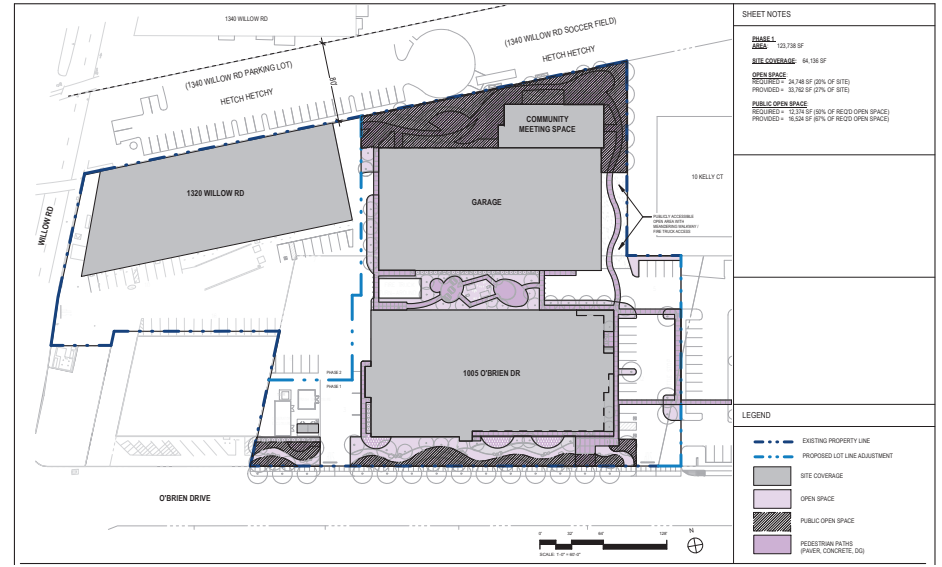
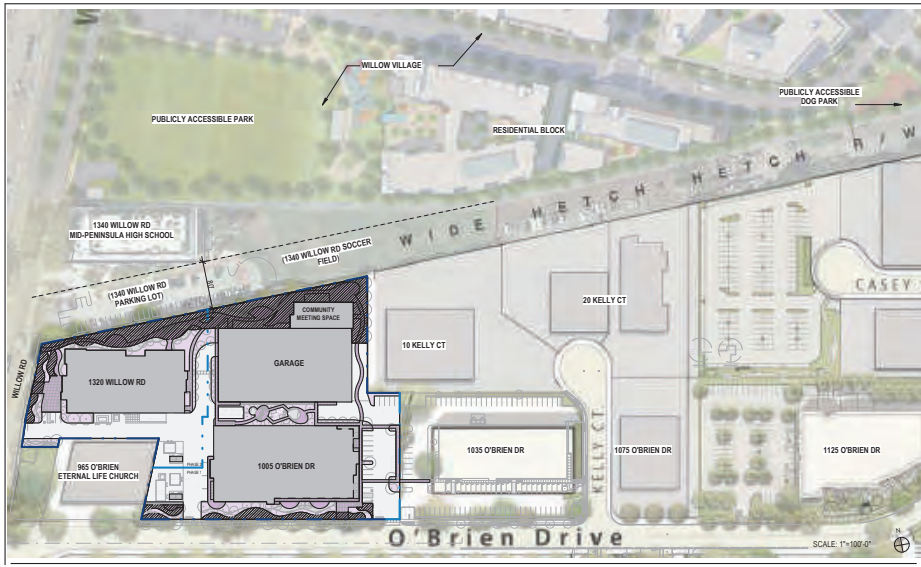
985 & 1001 O'BRIEN DR  
1320 WILLOW RD  
02.14.2022



1320 WILLOW RD - 3D MASSING  
AERIAL VIEW

985 & 1001 O'BRIEN DR  
1320 WILLOW RD  
02.14.2022



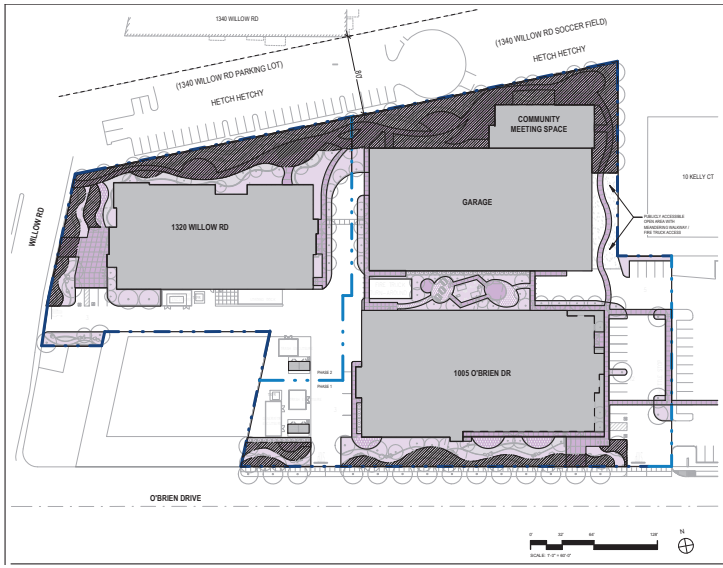


**SHEET NOTES**

<b>TOTAL AREA</b>	123,738 SF
<b>SITE COVERAGE</b>	64,136 SF
<b>OPEN SPACE</b>	34,748 SF (28% OF SITE) PROVIDED = 33,762 SF (27% OF SITE)
<b>PUBLIC OPEN SPACE</b>	REQUIREMENT = 13,273 SF (10% OF RECID OPEN SPACE) PROVIDED = 16,524 SF (16% OF RECID OPEN SPACE)

**LEGEND**

- EXISTING PROPERTY LINE
- - - PROPOSED LOT LINE ADJUSTMENT
- SITE COVERAGE
- OPEN SPACE
- ▨ PUBLIC OPEN SPACE
- ▤ PEDESTRIAN PATHS (PAVER, CONCRETE, DG)



**SHEET NOTES**

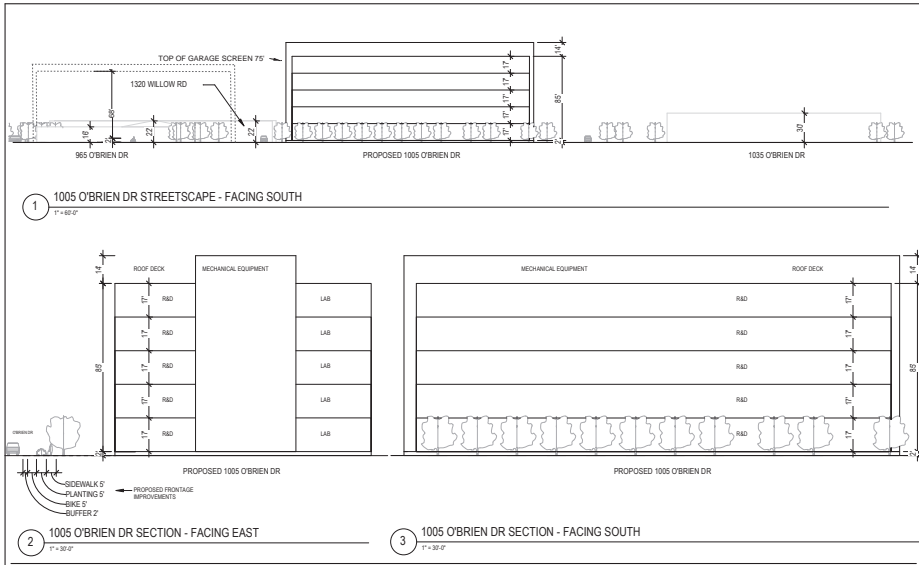
<b>PHASE 1 + 2 PROJECT SITE AREA</b>	183,616 SF
<b>SITE COVERAGE</b>	82,720 SF (ALL STRUCTURES)
<b>OPEN SPACE</b>	REQUIREMENT = 38,724 SF (21% OF SITE) PROVIDED = 35,247 SF (19% OF SITE)
<b>PUBLIC OPEN SPACE</b>	REQUIREMENT = 16,387 SF (9% OF RECID OPEN SPACE) PROVIDED = 22,642 SF (14% OF RECID OPEN SPACE)

**LEGEND**

- EXISTING PROPERTY LINE
- - - PROPOSED LOT LINE ADJUSTMENT
- SITE COVERAGE
- OPEN SPACE
- ▨ PUBLIC OPEN SPACE
- ▤ PEDESTRIAN PATHS (PAVER, CONCRETE, DG)

985 & 1001 O'BRIEN DR  
1320 WILLOW RD

PLANNING COMMISSION MEETING - SUPPORTING DOCUMENTS  
02/14/2022

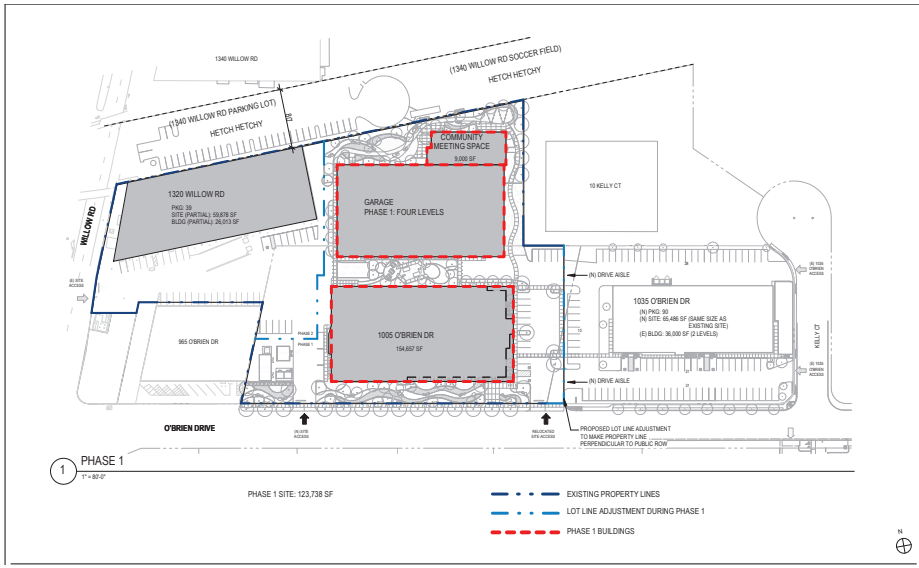


1005 O'BRIEN CROSS SECTION & STREETScape

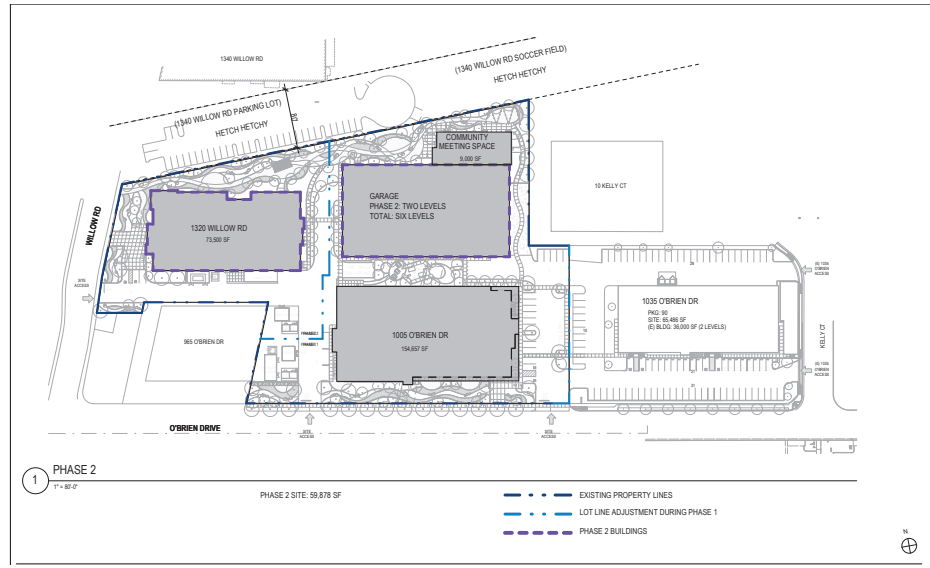
# 985 & 1001 O'BRIEN DRIVE 1320 WILLOW ROAD MENLO PARK, CA 94025

PROJECT DATA	PROJECT TEAM
<p><b>BASE FLOOR ELEVATION:</b> 118.87 FT</p> <p><b>MUNICIPAL CODE:</b></p> <p><b>USE:</b> BUILDING OCCUPANCY BUSINESS (B)</p> <p><b>TYPE OF CONSTRUCTION:</b> 4-B</p> <p><b>FIRE PROTECTION:</b> FULLY SPRINKLERED</p> <p><b>ALLOWABLE AREA INCREASES:</b></p> <p><b>ALLOWABLE HEIGHT:</b> 180 FT; 12 STORES</p> <p><b>ZONING REQUIREMENTS:</b></p> <p><b>LOCAL JURISDICTION:</b> MENLO PARK, CA</p> <p><b>ZONING DESIGNATION:</b> CS-9</p> <p><b>MAXIMUM HEIGHT:</b> 105 FT + 8 FT FLOOD ZONE</p> <p><b>FAR MAX (1.25):</b> 228,000 SF</p> <p><b>COMMERCIAL FAR MAX (0.1):</b> 18,000 SF</p> <p><b>PARKING STANDARDS:</b></p> <p><b>COMBINATION:</b> P10, 21, 23 SPACES / 1000 SF</p> <p><b>CLIMATE:</b> 100% SHADING</p> <p><b>TOP OF TOTAL:</b> IN EV READY</p> <p><b>BIKE:</b> 1 PER 6,000 SF</p> <p><b>SHORT TERM:</b> 20% &amp; LONG TERM: 80%</p> <p><b>REQUIRED:</b> SHORT TERM: 8</p> <p><b>LONG TERM:</b> 47</p> <p><b>NOTES:</b></p> <p>*FLOOD ZONE NOTE: PROJECT TO BE REZONED AND CONSTRUCTED IN COMPLIANCE WITH CURRENT FIRM REGULATING AND THE CITY'S FLOOD DAMAGE PREVENTION ORDINANCE.</p>	<p><b>PROJECT SITE AREA:</b> 161,616 SF</p> <p><b>PHASE 1:</b></p> <p><b>SITE:</b> 131,738 SF</p> <p><b>(N) 1005 O'BRIEN DR:</b> 154,487 SF (1.25 FAR)</p> <p><b>(N) COMMERCIAL:</b> 8,000 SF (0.04 FAR)</p> <p><b>(N) COMMUNITY MEETING SPACE:</b></p> <p><b>PHASE 2:</b></p> <p><b>SITE:</b> 9,878 SF</p> <p><b>(N) 1001 WILLOW RD:</b> 73,920 SF (1.25 FAR)</p> <p><b>SUBTOTAL:</b></p> <p><b>RFD AREA:</b> 228,000 SF (1.24 FAR)</p> <p><b>COMMERCIAL AREA:</b> 8,000 SF (0.04 FAR)</p> <p><b>BUILDING HEIGHTS:</b></p> <p><b>LEVEL 1 ELEVATION:</b> 14.8 FT (GFT ABOVE BFE)</p> <p><b>100% SHADING:</b></p> <p><b>SEE SHEETS M05 &amp; A10.1 - A10.3</b></p> <p><b>LANDSCAPE:</b></p> <p><b>SEE SHEETS ATT. 5 &amp; A10.1 - A10.3</b></p> <p><b>PARKING:</b></p> <p><b>CAR:</b> SEE SHEET M05 &amp; A10.1 - A10.3</p> <p><b>SHORT TERM: 20 (AT SITE)</b></p> <p><b>LONG TERM: 47 (AT GARAGE &amp; BLDG)</b></p> <p><b>TOTAL:</b></p> <p><b>BIKE:</b></p> <p><b>100 TRIPLEN DR:</b> 8 (PHASE 1)</p> <p><b>1005 O'BRIEN DR:</b> 47 (PHASE 2)</p> <p><b>TOTAL:</b></p>
<p><b>PROJECT TEAM</b></p> <p><b>BUILDING OWNER:</b> O'BRIEN DRIVE PORTFOLIO (N) TARLTON PROPERTIES</p> <p><b>1320 WILLOW ROAD, SUITE C</b></p> <p><b>MENLO PARK, CA 94025</b></p> <p><b>PHONE: 650.330.3000</b></p> <p><b>CONTACT: ANTHONY BONAFIO</b></p> <p><b>ARCHITECT:</b> DES ARCHITECTS - ENGINEERS</p> <p><b>388 BRACFORD STREET</b></p> <p><b>REDWOOD CITY, CA 94061</b></p> <p><b>PHONE: 650.344.8483</b></p> <p><b>CONTACT: CLAU MACROSCOR</b></p>	
<p><b>PROJECT LOCATION</b></p>	

PROJECT DATA



PHASING PLAN - PHASE 1



PHASING PLAN - PHASE 2



PHASE 1



PHASE 2



1 GLASS (TYPE 1) WITH 2" THERMAL BREAK (600 SAFE GLASS)

2 GLASS (TYPE 2) WITH 1 1/2" THERMAL BREAK (600 SAFE GLASS)



3 WINDOW MULLIONS - RED GREY MGR-2



4 METAL PANEL SYSTEM AT LOWER LEVELS



5 GREY SANDBLASTED INCOON COLOR TO MATCH COLUMN FINISHES RECLAIMED WOOD



6 GREY SANDBLASTED INCOON COLOR TO MATCH COLUMN FINISHES CHARCOAL SWATCH



7 HIGH DENSITY COMPOSITE EXTERIOR CLADDING - WOOD LOOK



8 CORRUGATED METAL PANEL - ROOF SCREEN - ALL EXTERIOR COLOR TO MATCH COLUMN CHARCOAL SWATCH

9 PREPAINTED METAL FINISH - POWDER COATED GREY



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9 PREPAINTED METAL FINISH - POWDER COATED GREY

10 PREPAINTED METAL FINISH - COLOR TO MATCH COLUMN FINISHES - RED GREY MGR-2



SOUTH-EAST VIEW