



REGULAR MEETING AGENDA

Date: 1/9/2023
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 862 5880 9056 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

Consistent with Cal. Gov. Code §54953(e), and in light of the declared state of emergency, and maximize public safety while still maintaining transparency and public access, members of the public can listen to the meeting and participate using the following methods.

How to participate in the meeting

- Access the live meeting, in-person, at the City Council Chambers
- Access the meeting real-time online at:
zoom.us/join – Meeting ID# 862 5880 9056
- Access the meeting real-time via telephone (listen only mode) at:
(669) 900-6833
Regular Meeting ID # 862 5880 9056
Press *9 to raise hand to speak
- Submit a written comment online up to 1-hour before the meeting start time:
PlanningDept@menlopark.gov *
Please include the agenda item number you are commenting on.

*Written comments are accepted up to 1 hour before the meeting start time. Written messages are provided to the Planning Commission at the appropriate time in their meeting.

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the city website menlopark.gov. The instructions for logging on to the webinar and/or the access code is subject to change. If you have difficulty accessing the webinar, please check the latest online edition of the posted agenda for updated information (menlopark.gov/agendas).

Regular Meeting

A. Call To Order

B. Roll Call

C. Reports and Announcements

D. Public Comment

Under “Public Comment,” the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under public comment for a limit of three minutes. You are not required to provide your name or City of residence, but it is helpful. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

E. Consent Calendar

- E1. Approval of minutes from the October 24, 2022, Planning Commission meeting. ([Attachment](#))

F. Public Hearing

- F1. Consider and adopt a resolution to approve a use permit to construct a new accessory dwelling unit (ADU) with a reduced front setback of approximately six feet, where 20 feet is required, and a rear setback of three feet, where four feet is required in the R-1-U (Single Family Urban Residential) zoning district, at 598 Hamilton Avenue; determine this action is categorically exempt under CEQA Guidelines Section 15303’s Class 3 exemption for new construction or conversion of small structures. ***Continued from the meeting of December 5, 2022.*** ([Staff Report #23-001-PC](#))
- F2. Consider and adopt a resolution to approve variances and a use permit to demolish an existing one-story residence and detached garage, and construct a new two-story residence and detached garage on a substandard lot with regard to minimum lot width, depth, and area in the R-1-U (Single Family Urban Residential) zoning district, at 69 Cornell Road; determine this action is categorically exempt under CEQA Guidelines Section 15303’s Class 3 exemption for new construction or conversion of small structures. The lot is less than 5,000 square feet in area, and a use permit is required to establish the maximum floor area limit. The project includes variances to reduce the front setback to 10 feet, where 20 feet is required, to allow for one compliant parking space where two spaces are required, and to increase the height of the daylight plane to 25 feet, where the daylight plane is measured from 19 feet, six inches. ([Staff Report #23-002-PC](#))
- F3. Consider and adopt a resolution to approve a minor subdivision to reconfigure property lines and create three parcels from two existing parcels in the R-1-S (Single Family Suburban Residential) zoning district, at 8 and 10 Maywood Lane; determine this action is categorically exempt under CEQA Guidelines Section 15315’s Class 15 exemption for minor land divisions. Two of the resulting lots would be standard and the third new lot would be a substandard lot with regard to lot width. ([Staff Report #23-003-PC](#))

- F4. Consider and adopt a resolution determining that the abandonment of public utility easements along the rear of properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive is consistent with the General Plan and recommending that the City Council approve the requested abandonment; determine this action is categorically exempt from environmental review pursuant to Cal. Code of Regulations, Title 14, §15305 et seq. (Minor Alteration in Land Use Limitations). ([Staff Report #23-004-PC](#))
- F5. Consider and adopt a resolution to make a recommendation to City Council on amendments to Title 16 (Zoning) to add Chapter 16.77 (Two-Unit Housing Developments) and amend Chapter 16.79 (Accessory Dwelling Units), and amendments to Title 15 (Subdivisions) to add Chapter 15.31 (Urban Lot Splits), in order to make City regulations consistent with applicable California law regarding urban lot splits and two-unit developments on properties in single-family residential zoning districts. ([Staff Report #23-005-PC](#))

J. Informational Items

- J1. 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.
- Special Meeting: January 12, 2023
 - Regular Meeting: January 23, 2023

K. Adjournment

At every regular meeting of the Planning Commission, in addition to the public comment period where the public shall have the right to address the Planning Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Planning Commission on any item listed on the agenda at a time designated by the chair, either before or during the Planning Commission's consideration of the item.

At every special meeting of the Planning Commission, members of the public have the right to directly address the Planning Commission on any item listed on the agenda at a time designated by the chair, either before or during consideration of the item. For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or before, the public hearing.

Any writing that is distributed to a majority of the Planning Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available by request by emailing the city clerk at jaherren@menlopark.gov. Persons with disabilities, who require auxiliary aids or services in attending or participating in Planning Commission meetings, may call the City Clerk's Office at 650-330-6620.

Agendas are posted in accordance with Cal. Gov. Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the city website at menlopark.gov/agenda and can receive email notification of agenda postings by subscribing at menlopark.gov/subscribe. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 1/4/2023)



REGULAR MEETING DRAFT MINUTES

Date: 10/24/2022
Time: 7:00 p.m.
Location: Zoom

A. Call To Order

Chair Chris DeCardy called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Barnes, Chris DeCardy (Chair), Linh Dan Do, Cynthia Harris (Vice Chair), Henry Riggs, Michele Tate

Staff: Christine Begin, Planning Technician; Deanna Chow, Assistant Community Development Director; Nia Doherty, City Attorney; Kyle Perata, Planning Manager

C. Reports and Announcements

Planning Manager Kyle Perata said staff had received comments from the State Housing and Community Development Department on the city's draft Housing Element update.

D. Public Comment

- Victoria Robledo, District 1, Belle Haven, referred to Willow Village and the amount of construction occurring in her community and a report from the Bay Area Air Quality Commission that 51% of the Belle Haven residents were asthmatic with the worst air quality in all of Menlo Park. She said the continued added traffic would increase the problem and the construction hours of 7 am to 10 p.m. were ridiculous. She said the number of heritage trees proposed for removal further exacerbated the poorness of the air quality. She said affordable housing should be given to those displaced in Belle Haven. She said they did not need yet another hotel. She said look at reducing housing and consider the air quality. She said she had not seen anything on the impacts to marshland and species living there or on the soil quality.
- Danielle Duncan, Menlo Park, encouraged continuation of construction in Menlo Park using union workers. She said for her, a single mom, and for other union workers, it would mean a lot to be able to work in the community.

Planning Manager Perata noted that comments on Willow Village should be reserved for the public hearing under that agenda item.

E. Consent Calendar

E1 Approval of minutes from the July 25, 2022, Planning Commission meeting. (Attachment)

E2 Approval of minutes from the August 15, 2022, Planning Commission meeting. (Attachment)

E3 Approval of minutes from the August 29, 2022, Planning Commission meeting. (Attachment)

ACTION: Motion and second (Do/DeCardy) to approve the Consent Calendar consisting of minutes from the July 25, August 15 and August 29, 2022 Planning Commission meetings; passes 4-0-2 with Commissioners Riggs and Tate abstaining.

F. **Public Hearing**

Adopt a resolution recommending the City Council certify the final environmental impact report (Final EIR), adopt California Environmental Quality Act (CEQA) Findings, adopt a Statement of Overriding Considerations for significant and unavoidable impacts, amend the General Plan Circulation Element, rezone the project site and amend the zoning map to incorporate "X" overlay district and approve the conditional development permit (CDP), approve the vesting tentative maps for the main project site and the Hamilton Avenue Parcels, approve the development agreement (DA), and approve the below market rate (BMR) housing agreements for the proposed Willow Village masterplan project located at 1350-1390 Willow Road, 925-1098 Hamilton Avenue and 1005-1275 Hamilton Court, 1399 and 1401 Willow road, and 871-883 Hamilton Avenue. The proposed project would demolish approximately 1 million square feet of existing office and industrial buildings and redevelop the project site with:

- Up to 1.6 million square feet of office and accessory uses (a maximum of up to 1.25 million square feet of offices with balance for accessory uses);
- Up to 200,000 square feet of retail/commercial uses, including a grocery store, pharmacy, entertainment and restaurant uses;
- Up to 1,730 housing units, including 312 below market rate units (260 inclusionary units plus 52 units per the city's commercial linkage requirement) of which 119 would be age-restricted senior housing units;
- Up to a 193 room hotel and associated retail/dining;
- An approximately 3.5-acre publicly accessible park, a dog park, and additional public open space;
- An approximately 1.5-acre publicly accessible town square;
- An approximately 2-acre publicly accessible elevated park extending over Willow Road providing access at the Hamilton Avenue Parcel North (Belle Haven Shopping Center); and
- A potential publicly-accessible, below grade tunnel for Meta intercampus trams, bicyclists and pedestrians connecting the project with the West and East campuses.

The requested City actions and entitlements for the proposed project include a conditional development permit, development agreement, rezoning, general plan and zoning map amendments, vesting tentative maps, below market rate (BMR) housing agreement, and environmental review.

The proposal includes a request for an increase in height, floor area ratio (FAR), and density under the bonus level development allowance in exchange for community amenities through a conditional development permit and development agreement. The proposed project would be rezoned to combine the "X" (Conditional Development) overlay district with the O and R-MU zoning designations to allow for uses and development regulations as specified in the conditional development permit. The proposed project also includes the realignment of Hamilton Avenue-enabled through the vesting tentative maps. The proposed project requires a general plan circulation element and zoning map amendment to modify the locations of public rights-of-ways and paseos and a new street connection at O'Brien Drive. Through the proposed conditional development permit, the proposed project includes modifications to the City's design standards for specific

buildings, BMR guidelines, signage requirements, outdoor seating, on-site and off-site sales of beer, wine, and alcohol, application of its transportation demand management (TDM) requirements, and sets up future architectural reviews for building and site design. The proposed project also includes a request for the use and storage of hazardous materials (diesel fuel) for back up emergency generators on the main Project Site and the Hamilton Avenue Parcels. A development agreement would be entered into between the City and the applicant for the provision of community amenities, development controls, and vested rights. The proposed project includes vesting tentative maps for new parcelization and infrastructure and a BMR housing agreement for the provision of 312 BMR units. The City Arborist conditionally approved the removal of 276 heritage trees on the main project site and 3 heritage trees on the Hamilton Avenue Parcels for the proposed development and 16 trees along O'Brien Drive to accommodate site access and right-of-way modifications along O'Brien Drive. The proposed project also includes a potential project variant that would increase the total number of housing units by up to 200 units for a total of 1,930 units, for consideration by decision makers as part of the requested land use entitlements.

To accommodate the realignment of Hamilton Avenue west of Willow Road, the existing Chevron station at 1399 Willow Road would be demolished. As a separate future project, the environmental analysis considered reconstruction of the existing service station and an approximately 6,700 square foot expansion at the Belle Haven neighborhood shopping center (1401 Willow Road and 871-883 Hamilton Avenue) as a future separate phase that would require separate use permits and architectural control permits. These parcels across Willow Road are referred to as the Hamilton Avenue Parcels. The Hamilton Avenue Parcels are zoned C-2-S (Neighborhood Shopping, Restrictive).

The Final EIR pursuant to CEQA was released on Friday, October 14, 2022. The Final EIR identifies significant and unavoidable impacts in the following topic areas: air quality and noise. The Final EIR identifies potentially significant environmental impacts that can be mitigated to a less than significant level (LTS/M) in the following categories: Air Quality, Energy, Greenhouse Gas Emissions, Noise (Operational), Cultural Resources, Tribal Cultural Resources, Biological Resources, Geology and Soils, Hydrology and Water Quality, Hazards and Hazardous Materials, and Transportation. The Final EIR identifies less than significant (LTS) environmental impacts in the following categories: Land Use, Aesthetics, Population and Housing, Public Services and Recreation, and Utilities and Service Systems. Previously a Notice of Preparation (NOP) was released on September 18, 2019, and included a public review period from September 18, 2019 through October 18, 2019 to solicit comments on the scope and content of the Draft EIR. In accordance with CEQA, the certified program-level ConnectMenlo EIR served as the first-tier environmental analysis. Further, this EIR was prepared in compliance with the terms of the Settlement Agreement between the City of East Palo Alto and the City of Menlo Park. The Draft EIR circulated for a 45-day comment period from Friday, April 8, 2022 to May 23, 2022 and the Planning Commission held a public hearing on the Draft EIR at its meeting on April 25, 2022. The Final EIR includes responses to all substantive comments received on the Draft EIR. The project location does not contain a toxic site pursuant to Section 65962.5 of the Government Code. (Staff Report #22-056-PC)

Staff Presentation: Planning Manager Perata made the presentation on the project noting the receipt of 22 additional written public comments after staff report publication. He said a link to those was provided on the revised agenda on the city's website. He noted a correction to the staff report on pages 18-19, Table 10, that the dollar amounts for the individual community amenities were correct but the totals did not add up. He said the column for the original valuation by the city and the city's

consultant BAE was \$254.5 million approximately, the revised valuation should be \$187,164,410 approximately and net was \$66.8 million.

Mr. Perata made a visual presentation on the agenda item. He described the project location noting that all existing structures would be demolished and reconstructed as part of the project. He indicated on the proposed site plan the numbering shown that included number 1 in the middle, the town square that was referenced throughout the staff report; item 10A, the office campus, item 10B, the meeting and collaboration space within the office; number 6, the elevated park, including the segment over Willow Road accessed at the number 5; number 5 along Willow Road was an access point on the Hamilton Avenue parcel north; number 2 was the proposed grocery store; numbers 8 and 9 were residential and mixed use buildings; and number 3 was the 3.5-acre publicly accessible park.

Mr. Perata outlined the actions for the Planning Commission as the recommending body to the City Council. He said the Conditional Development Permit (CDP) would enable the master plan development process for the proposed project and would permit the bonus level development. He said that included increases in height, density and intensity at the project site in exchange for community amenities. He said it would also establish allowed uses and development regulations, including design modifications to design standards and regulations for each individual parcel for future building that would go through the architectural control process and requirements for the transportation demand management (TDM) program and hazardous materials usage. He said signage would be enabled through a future master plan identified in the initial development permit as well as regulations for the sale of alcohol and outdoor seating. He said otherwise it would govern the overall development of the proposed project, including conditions of approval and timing for improvements.

Mr. Perata said regarding the community amenities identified in the staff report that the minimum required value for the bonus level development was \$133.3 million calculated based on the 50% increased value of the bonus level from a base level development project. He said the proposed amenities value was \$187.7 million. He noted the slide had the wrong amount for the proposed amenities value and he corrected it to \$187.7 million for the record. He said proposed amenities included a grocery store and pharmacy services, dining and community entertainment offerings, bank and credit union, and open spaces including a percentage of the elevated park as well as the town square. He said there was a job training program, funding for shuttle that would start alongside the commencement of the grocery store or the elevated park completion as well as funding for a feasibility study for Willow Road that would relinquish Willow Road from Caltrans to the City. He said there was additional affordable housing beyond the requirements in the BMR ordinance and guidelines, additional workforce housing, and then lastly, funding for air quality and noise monitoring. He said a number of the amenities were included in the adopted community amenities list and a number were subject to the development agreement, but all were memorialized in the development agreement for the proposed project.

Mr. Perata said the development agreement (DA) provided public benefits in exchange for vested rights. He said there were some additional public benefits in the DA that were above and beyond the required amenities with one of those being a gap payment for the hotel so that any financial shortfall from the project until the hotel was built would make it a net neutral project for the City. He noted a detailed schedule for the provision of amenities was shown in Exhibit F of the DA. He noted ongoing job training and stakeholder support for the Dumbarton Rail and Dumbarton projects. He said in the event of construction slowing down or stalling the DA made sure that the City obtained BMR units

through a financial payment to the City to hold until the BMR units were provided. He said there were applicant vested rights with the DA having a 10-year term and then a seven-year extension to provide certain milestones and meeting of specifications. He said there were some limits to future impact fees and the allowance for phased development.

Mr. Perata said regarding BMR Housing Agreements that the project was required to provide 312 BMR units including 160 based on the 15% inclusionary units (1,730 units) and then 52 additional commercial fee units for the increase in commercial development on the proposed project site. He said the proposal was to meet the requirements using 119 of the BMR units in a standalone, age-restricted building for seniors, that would provide units for extremely low and very low-income senior households.

Applicant Presentation: Paul Nieto, Signature Development, provided an overview of the project development and community outreach. He said they wanted to create a sense of place that was not a collection of buildings but a neighborhood. He noted how the project focused around a town square and then connected to the office campus with retail along its face, residential along Main Street with key open space of a community park and a paseo and the Main Street for bikes and pedestrians. He said the grocery store and residential buildings would go in first to help build the sense of place. He provided visuals of the proposed project. He said they placed the park adjacent to the Belle Haven community and along Willow Road to provide a decompressed and warm arrival experience. He said realigning Hamilton Avenue was another key aspect of the development to move it to the south to bring the Belle Haven community directly into the town square and the shopping with added street access on the west, on Willow, to Adams Court, on the east and to the east to diffuse traffic to create a better experience.

Eron Ashley, Hart Howerton, said his firm had been the master planners for Willow Village, the landscape architects for public space, and architect for one of the buildings, parcel 3. He provided a visual of the master plan. He said each of the buildings would be a unique address within the Willow Village and that the grid layout allowed for interesting moments and highlighted East Street obliquely hitting at the corner of parcel 3 addresses and parcel 6 in an interesting way. He noted the collaboration of six architectural firms to create the project buildings and open spaces and provided visuals of those. He said there was a commitment throughout the project to create interest and diversity of architectural expression. He spoke to the sustainability of the project that started with orienting buildings east to west, maximizing daylight, minimizing heat gain, and creating indoor/outdoor spaces with shade and sun as wanted. He said just within the office campus were 320 trees. He noted the actualization of LEED Gold and all electric buildings, investment in solar, and the mass timber that represented a 52% reduction in carbon relative to the use of carbon and steel.

Mr. Nieto addressed transportation and parking management proposed for the project noting Meta had perhaps the most effective rideshare program anywhere in the Silicon Valley and Bay Area for a tech company with over half of its employees arriving through rideshare. He said an important change from listening to the community's traffic concerns was to reduce the office space and employee capacity, about a 30% reduction from what was originally presented. He said like its other campus this would have an aggressive TDM program to ameliorate the peak a.m. and peak p.m. drive times. He said they had reduced parking with office parking at .5 space per employee and residential parking at the minimum of 1 space per unit except in the senior restricted building where it was .5 space per unit. He said they were proposing shared parking with regards to the hotel, retail

and office visitors. He said they were adding a community shuttle to provide the Bayfront area continued access to Willow Village.

Mr. Nieto said they had presented the project to the City's Complete Streets Commission and it was very focused on traffic calming including reducing lane widths, adding buffers, and adding bikeways. He said they reduced a lane along Park Street and added a dedicated bicycle lane along it also tying into the Willow Road dedicated bicycle lane. He said other traffic calming along Park Street were additional stop signs and signalization.

Mr. Nieto said they also went to the City's Housing Commission with their affordable housing proposal. He said 119 of 312 units would be for seniors at extremely low and very low-income levels and they were partnering with Mercy Housing on that. He said the remaining 193 units would be distributed evenly throughout the remaining market rate buildings for low- and moderate-income levels. He said the Housing Commission after intense debate approved the proposal. He said however as part of the community amenities program Meta was providing \$5-million in additional affordable housing funding that could be used for a variety of things such as rent or mortgage assistance and continued rent assistance for 22 future housing units.

Mr. Nieto said community engagement had occurred over five plus years of meetings with thousands of community stakeholders. He said besides the major change of reducing the office space square footage they were accelerating the development of the grocery store. He said their first plans had above grade parking that was changed to below grade allowing a gain of a few acres of usable open space. He said they added a community shuttle. He provided visuals of the tangible community amenities proposed including a full service grocery store, grocery store rent subsidy, pharmacy service, ATM/banking services, restaurants/cafes, teacher housing, job training and community hub, community entertainment offerings, open space, elevated park, town square, Bayfront shuttle, funding for additional affordable housing, funding for air quality and noise monitoring that would begin with the demolition process, and funding for a Willow Road feasibility study.

Final EIR Presentation: Kristi Black, ICF, introduced her colleague Kirsten Chapman, Senior Planner. She said Hexagon, the transportation consultant, was also present. She presented an overview of the environmental review process of the draft EIR, the content of the Final EIR and the next and final steps in the CEQA process. She said an EIR was an informational document meant to let the public and agency decision makers know about the significant effects of the project, identify ways to avoid or reduce those significant effects, and also identify and analyze reasonable alternatives to a project.

Ms. Black said the city had released the draft EIR for public review in April and May 2022, held a public meeting on it, and had now prepared and released the Final EIR. She said it responded to comments received on the draft EIR. She said the project's location and development parameters were consistent with ConnectMenlo, and were considered in the growth pattern evaluated in that year. She said this project's draft EIR tiered from the ConnectMenlo EIR. She said where appropriate the environmental analysis for this project relied on the evaluation, conclusions and mitigation measures in the ConnectMenlo EIR. She said given the magnitude of this proposed project and in the interest of releasing more information to the public, this EIR discussed all CEQA impacts of the proposed project, including those that were adequately addressed in the ConnectMenlo EIR. She said when noted that the EIR contained mitigation measures to keep in

mind that it incorporated ConnectMenlo mitigation measures where they applied to reduce impacts as well as project-specific mitigation measures.

Ms. Black referred to variants to the proposed project and said those were slightly different versions of the project that could occur based on either the action or inaction of agencies other than the City or of property owners outside the project site. She said as those variants could either increase or reduce environmental impacts, the EIR analyzed the impact of the variants. She said the variant analyzed was the No Willow Road Tunnel where the tunnel was not constructed as part of the proposed project. She said there was an increased residential density variant that would increase the number of units by about 200 for a total of 1,930 residential units. She said another one would not have the Hamilton Avenue realignment and would retrain the Willow Road and Hamilton Avenue intersection in its current alignment. She said another variant provided for an onsite recycled water treatment center.

Ms. Black showed a slide of the topics evaluated. She said those familiar with CEQA might notice that agriculture and forestry resources, mineral resources and wildfire were not on the list as they were determined to not have significant impacts due to the project's urban setting and were not addressed in the EIR. She said for each significant or potentially significant impact mitigation measures were identified. She said when those mitigation measures would not reduce the impacts to less than significant those were concluded to be significant and unavoidable.

Ms. Black said two air quality impacts were identified: one was where project operations would hinder implementation of the Bay Area Air Quality Management District's 2017 Clean Air Plan. She said the ConnectMenlo EIR concluded that the operation of new development under the ConnectMenlo plan would generate a substantial increase in emissions and exceed regional significant thresholds and operational impacts would be significant and unavoidable. She said for the proposed project the conclusion was similar for operational reactive, organic gases. She said another was very similar in that it would result in a cumulative net increase in criteria air pollutant, and that was again measured against the thresholds of the Bay Area Air Quality Management District. She said the proposed project would implement several mitigation measures requiring the use of super-compliant architectural coatings which emit reactive organic gases. She said that would still not reduce impacts because the emissions for reactive organic gases was substantial and from consumer projects, which were difficult to mitigate, so it would remain significant and unavoidable.

Ms. Black referred to the two significant and unavoidable noise impacts. She said ConnectMenlo found that impacts related to noise would be less than significant from construction with mitigation measures. She said the project EIR found that noise impacts from construction would be significant even after implementation of mitigation measures, including a noise control plan as well as temporary noise barriers. She said the second noise impact was also construction related and was the generation of ground born vibration. She said the ConnectMenlo EIR had found that to be less than significant but the project EIR concluded that vibration from those activities could exceed annoyance thresholds both during the day and at night. She said those impacts would be significant even with these two mitigation measures.

Ms. Black said the project EIR also brought forth three project alternatives in addition to the No Project alternative. She said the alternatives referenced significant impacts of the proposed project as the alternatives were designed to either avoid or substantially reduce a significant impact of the project. She said the first alternative was the project without the below grade tunnel; the second alternative was the base level intensity project, that involved the proposed project but developed to

be consistent with the base level development standards for the site zoning; and the third alternative was the reduced intensity alternative, developed at a lesser intensity, reducing both residential and nonresidential square footage. She said CEQA also required that an environmentally superior alternative be identified of the three alternatives and that was the base level intensity alternative.

Ms. Black said the draft EIR was circulated to the public early in 2022, which gave the opportunity for agencies, the public and other interested parties to comment on it. She said the Final EIR provided responses to comments received, and where appropriate the draft EIR was revised. She said the Final EIR concluded that those changes did not warrant recirculation of the draft EIR. She said a number of comments were received from agencies, tribes, organizations and members of the public including Planning Commission comments. She shared an overview of some of the more substantial comments as well as responses to those in the Final EIR.

Ms. Black said first there were two master responses addressing comments about reducing parking for the project to reduce vehicle miles traveled (VMT). She said there was a master response to address potential roadway connection to the project site from Bayfront Expressway. She said regarding reduced parking that questions came up whether reduced parking at the proposed project site would also reduce VMT. She said the Final EIR examined that question through the lens of CEQA and considered in detail whether reduced parking could be implemented under CEQA as either a mitigation measure as an alternative. She said the Final EIR concluded that they could not have that as a mitigation measure or alternative in the EIR because it would not reduce any significant impacts of the proposed project. She said the EIR identified a significant impact for VMT generation related to residential land uses. She said operation or greenhouse gas impacts were found to be significant because the residential land use would not meet the City's adopted VMT threshold. She said operational air quality impacts when combined with overlapping construction emissions would be significant for reactive organic gases in a couple of operational years, as more and more operational uses came online. She said that was a significant impact. She said an alternative mitigation measure around reduced parking would have to reduce one of these impacts related to VMT for it to be an adequate alternative or mitigation measure. She said the master response had substantial detail on this topic but in essence reduced parking alone was not linked to a specific measurable reduction in VMT. She said many variables were involved in whether parking might be effective in reducing VMT and that included whether there was an alternative way to get to the area, whether there was other parking nearby, or whether spillover parking could occur. She said it also depended on each traveler's behavior and ability to change their trip. She said there was already a design in the project to minimize parking onsite and a mitigation measure that required a TDM plan. She said they could not make the conclusion that reduced parking would further reduce VMT and could not conclude that would reduce the significant impact of the proposed project.

Ms. Black said for the connection to Bayfront Expressway that the Final EIR took a similar approach as for reduced parking and looked at the suggested project change as an alternative and a mitigation measure. She said there was no significant impact from the proposed project that would be reduced as either a mitigation measure or alternative that required a different access from Bayfront Expressway to the north part of the project site. She said there were issues related to the feasibility of such an access point including a potential grade separation to avoid an at grade rail crossing at the Dumbarton Corridor. She said the Final EIR also identified some challenges related to potential conflicts with Caltrans design guidelines for access at the Bayfront Expressway. She said the master response concluded that this access need not be considered as either an alternative or mitigation measure.

Ms. Black referred to Tribal Cultural Resources and in response to a draft EIR comment letter from the Tamien Nation, the City conducted additional consultation with them, and decided to separate out tribal cultural resources from cultural resources in the draft EIR in response to additional information that came out of that consultation. She said the Tribal Cultural Resources section now had additional ethnographic information with the tribal cultural resources, impacts and analysis moved there and it contained mitigation measures developed from extensive participation and input from the Tamien Nation.

Ms. Black said for cumulative impacts that the City of East Palo Alto had submitted a letter of questions related to projects planned in their jurisdiction including some associated with the Ravenswood Business District Specific Plan. She said the City of Menlo Park took a very close look at this EIR and concluded it included the correct analysis.

Ms. Black said any comments related to items outside the scope of what CEQA required to be analyzed and that included any comments for or against the project, which they referred to as merit comments, comments on purely economic effects, such as the jobs/housing balance and comments on level of service and traffic congestion were included in the record for consideration by decision makers.

Ms. Black said this evening they were on the last step of the process diagram and it involved two components which were tonight's Planning Commission meeting where a recommendation would be made to the City Council. She said following tonight the City would then make two decisions as to whether to certify the EIR and then a second decision on the project itself.

Clarifying Questions from the Commission: Commissioner Harris asked about the early phasing of the grocery store and residential development (and senior housing) mentioned as it was not included on the construction phasing shown on page 431 of the staff report. Mr. Morley, Signature Development, said he would ask Mr. Nieto to address that the grocery store was located in parcel 2 so it was one of the earliest buildings to begin and finish. Mr. Nieto said parcel 2 was the grocery store and that was the first residential building to start. He said given the financing they asked to start that within four months of the very first office building. He said parcel 7 as referred to in that exhibit was the senior housing building. He said it had a slightly different timeline from the rest because it required a collaboration of local, state and federal funding and had financing hurdles through the low-income housing tax credit committee at the state level. He said it required a local match and county involvement as well as HUD involvement.

Commissioner Harris said the grocery store being at the front just meant it was one of the first residential buildings but the residential building would occur later. Mr. Morley referred to parcel 2 and said it included the grocery store at the ground level and residential above so that building would be delivered at that the same time with 336 units and then parcel 6 would start the same time with he believed 174 units. Mr. Nieto said the grocery and residential building would be with the first four months of development.

Chair DeCardy asked staff and the applicant to comment on potentially continuing the item to another date recognizing the number of persons wishing to speak on the item. Mike Ghielmetti, Signature Development, said that there had been flux in the last few years about office space. He said where Meta would invest resources in terms of new offices and creating community amenities were decisions needed to be made in 2022.

Chair DeCardy opened the public hearing noting that comments would be limited to two minutes.

Public Comment:

- Victoria Robledo, Belle Haven, said that the Dumbarton Rail should be prioritized as a community amenity to somewhat mitigate the traffic impact in the community. She said the air quality in Belle Haven was horrendous in comparison to the rest of Menlo Park. She said it was imperative that they had the community's input on the effects and impacts from construction on soils and contamination. She mentioned the City's history of redlining and said the communities of color on the east side should also be considered in terms of getting discounted space to bring businesses from East Palo Alto and Menlo Park to reflect the diversity of the community and they should be honored with prices for discounted space. She said they were known for separatism in the community and Menlo Park and suggested they not continue to perpetuate segregation. She said they had to have inclusivity and that was only attainable when you brought architects, artists, communities and businesses of color to reflect the communities most greatly impacted by all of this construction. She said the community in Belle Haven was being pushed out and they were trying to retain three communities left of color within the entire San Mateo County so they should do what they can. She said one last thing she asked was that for hotels when it came to fostering community that they make it inclusive of the communities who lived here, were raised here, and were born here to be in those shops representing it with all aspects of art, culture, color, architects, and designs because that had been missing.
- Karen Grove, Menlo Park, former housing commissioner, said she appreciated there was housing in the office development. She said she appreciated the partnership with Mercy Housing to provide affordable senior housing. She said one way to ensure the project was a success was for Signature to commit to 100% of the gap funds in a way that positioned the project to be as competitive as possible for the federal income housing tax credits and so it did not draw upon Menlo Park BMR or general funds, or County Measure K funds. She said she also wanted to confirm that Signature was donating development ready land for the senior housing. She said that was important because the calculation of BMR low-income equivalency assumed that the entire senior housing at very low and extremely low income was subsidized by Signature for that low income equivalency calculation to be meaningful.
- Pam D. Jones, Menlo Park resident, Belle Haven, said the project was beautiful but the problem was the office space that would further affect the job/housing balance. She referred to the conference center and expressed concern that the City Council being notified when conferences of specific sizes were held was not mitigation. She said regarding the release of tonight's staff report that three days was insufficient time to read the amount of information as something critical might easily be missed. She referred to the proposed realignment of Hamilton north and moving the gas station and said there was no timeline. She said it was inappropriate as it would really hinder how people in Belle Haven were able to get out of the community. She said they did not know how long that would tie up Hamilton Avenue and Willow Road as there was no timeline. She said they did not know how long the gas station would be gone. She said traditional experience was once the gas station was gone, it was gone. She said she appreciated the reduction in employee capacity noting that the conference space made up for what the applicant took from the office development, so there was no net change.
- Jenny Michel, said she was from the Coleman Place neighborhood block, and was a recovering homeless mother who had lived on Willow Road for about 15 years. She said she managed

buildings on behalf of landlords. She said she favored approving the EIR and adopting a resolution to grant the applicant approval to move forward with the project as submitted and dared the city to go further to adopt a condition to the approval that if Measure V passed that the applicant could streamline this process through SB 330; secondly a vote to amend the City's bylaws to be in accordance with the Housing Crisis Act of 2019. She said it was a challenge to propose a financially stable project with so much allocated affordable housing but she agreed with another speaker that the office might be overstated. She said she worried also that the applicant had not continued engagement with the Belle Haven neighbors directly affected. She asked specifically how the applicant addressed the shortfall or implied impacts of the RDA or Development Agency. She said if Measure V passed in two weeks that she recommended the applicant immediately move forward with submitting an SB 330 application. She said Measure V asserted that it did not impact the current housing element but she disagreed based on the current comments from HCD to Menlo Park. She said it was extremely problematic as the City's Housing element had not been approved, and by handicapping their ability to build wherever they could was proving to be penny and pound foolish in other cities. She said by being at risk of compliance with the HCD they were forewarned again that the Housing Accountability Act would also raise its hand as they were out of compliance with HCD, and the General Plan standards to disapprove based on affordability were not applicable.

- Rick Johnson, volunteer with the Citizen's Committee to Complete the Refuge, and a Menlo Park resident, said several biological concerns were not fully discussed in the comment responses, which his group believed needed to be resolved before certifying the EIR. He said the first issue related to the City's requirement that no more than 10% of a façade's surface area should have non-bird friendly glazing. He said they did not think the City had considered an all-glass dome when adopting that 10% requirement. He said the project needed to present a table of the proposed area of total glazing in non-bird friendly glazing by location to evaluate and minimize total impacts. He said waivers should not be considered without this data. He said all waivers should receive intense monitoring and remedy mitigation as planned for the atrium. He said if a location for a waiver request could not be monitored and corrected, then the waiver should not be issued, or if issued, require substantial justification. He said the next item concerned sensitive habitats and the first one was the Ravenswood Triangle marshes between Willow Road and University Avenue. He said it was preserved as mitigation to provide protected habitat for the federally listed endangered salt marsh harvest mouse and it also supported other marsh species. He said the project had a responsibility to take all necessary actions to avoid any direct or indirect impacts on the marsh's biological health, and the EIR should state that. He said the EIR described these areas as highly disturbed with very limited habitat function and value. He said that statement dismissed the fact that the project's impacts might degrade habitats of the species. He said lighting spill onto the marshes could be deadly to the nocturnal and endangered species. He said night lighting should not be cast into the marsh, including adjacent transition habitat. He said they had submitted a letter and they would appreciate it being read before any action to recommend certifying the EIR.
- Sean Reese said he was a field representative from Local 217, NorCal Carpenters' Union, representing over 1200 carpenters in San Mateo County and supported the Willow Village Master Plan project. He said such projects were important to labor as they supported workers by paying a living wage, used apprenticeship-trained workforce and provided workers with health care. He said in today's economy housing supply was low and prices were high so by building more affordable and low-income housing they were telling their communities that help was on the way. He said the Willow Village team had spent over four years listening to the community to

pinpoint needs, wants and worries. He said by creating something new in the area, they were turning the use of the space into a problem-solving space. He said the existing project site was an outdated industrial office space that gave the community very little service. He said with the new proposal, not only would Willow Village offer housing, it would offer space to serve the people. He said the benefits this project would provide to the neighborhood and to Menlo Park were so large it was not only unprecedented, it was necessary. He said with amenities like grocery stores, pharmacies, cafes, and restaurants, Belle Haven residents would no longer have to cross the freeway to buy groceries, pick up a prescription or enjoy a meal with friends and family. He said it was a perfect model to live, work and play. He said the project was important because it would provide for the local workforce building it and local residents for decades after it was completed. He said projects built with union labor such as Willow Village would help lift up the local community by raising the floor on labor standards and rejuvenating the neighborhoods. He said he supported the project and hoped the City would too.

- Lynne Bramlet, District 3 Menlo Park resident, said that the development firm behind Willow Village sent out an email urging recipients to make public comment today in support of the project, and offered assistance in doing so. She said she received the email. She said she thought this kind of lobbying activity should be prohibited. She said to her this action illustrated the way that developers were excessively involved in trying to influence major Menlo Park land use decisions. She said for many reasons she urged the Commission to not vote to recommend Willow Village. She said the project was too massive for the District 1 area as it had already borne the brunt of excessive development due to the unfair ConnectMenlo zoning changes. She said development in District 1 was already linked to serious air pollution problems associated with asthma and other illnesses associated with earlier death rates. She said those new findings needed more time for study. She said Willow Village would add more vehicle pollution and more traffic in addition to office buildings in an era when employees wanted to work from home. She said Meta's business model was showing clear signs of a downturn and it was a mistake to extend Facebook's already massive presence to Menlo Park. She said at a minimum the project should be on hold for at least six months to better evaluate Facebook's prognosis. She said that Facebook also was getting special privileges not afforded to residents as it pertained to heritage tree removal as this project would allow the removal of almost 300 heritage trees. She said instead of the project she would like Facebook to turn the area into a large regional park that would also absorb rising sea level water.
- Colin Bookman, East Palo Alto Kavanaugh neighborhood resident, said he lived less than .5 miles from the proposed construction site. He said the Willow Village team had listened and worked with Belle Haven and East Palo Alto neighbors and would provide more than 300 affordable homes and very low-income units for seniors. He said amenities such as a full-service grocery store, pharmacy, café, restaurant, park, even a dog park, and town square were great and they needed those amenities to come to this community. He said the project was a great addition to the community and he looked forward to the City Council doing what was right for Belle Haven residents, low-income Menlo Park residents and the East Palo Alto community by approving this project. He said he went to the City's website that showed affordable rental units in Menlo Park and there were only 447 affordable rental BMR units within Menlo Park. He said this single development would add an additional 312 BMR rental units and approving the project would nearly double affordable housing in Menlo Park.
- Ken Chan said he was the senior organizer with the Housing Leadership Council of San Mateo (HLC) County. He said they worked with communities and leaders to produce and preserve

quality affordable homes. He said on behalf of HLC he wanted to reiterate as highlighted in their letter their support for the Willow Village proposal. He said of the potential 1730 homes a total of 312 would be affordable with 119 set aside for senior community members at both the extremely low and very low income levels to be constructed by an affordable housing developer Mercy Housing, which had 40 plus years of building and operating affordable homes throughout the region. He said those homes combined with the newly proposed \$5-million in additional funding for affordable homes for Menlo Park residents would provide the City with much needed relief against the job/housing balance. He said they urged the Commission to take all the necessary steps tonight to move the proposal forward so that it might become a reality for all Menlo Park community members.

- Patti Fry, District 5 Menlo Park resident, former planning commissioner, urged the commission to take its time, noting the voluminous information provided. She said the project had much good but it was an opportunity to improve the jobs/housing balance. She said the big risk was the six big office towers that could affect traffic, infrastructure requirements and add to pressures for housing throughout Menlo Park. She said this was a built-out community and they saw an uproar in the community over 90 units and this proposal was projected through the housing needs assessment to add 815 housing units to that shortage. She said they could not expect other communities to take care of that problem and they needed to take care of the City's own problems. She asked what could go wrong with the proposal. She said they knew from the Bohannon Gateway project and prior Facebook projects that they did not add housing and just had to add its own housing. She said she did not recommend certifying the EIR as it stood. She said she had written some questions in a letter today about the mismatch of ConnectMenlo and ABAG 2040 projections. She said the demand for housing had not been adequately addressed in the EIR much less the project itself. She said there were a lot of legal details in the myriad pages and urged the Commission to take its time to address them.
- Fran Dehn, Menlo Park Chamber of Commerce, said the creation of the Willow Village Master Plan had been a multi-year process of designing, refining and collaborating to create a balance of each component of office, retail, commercial, housing and open space. She said it was not an aggregation of those uses force fit into available space but a carefully crafted plan integrating community feedback into a resulting composition that was what the community had really requested. She said the project was a model of corporate responsibility and specifically community-based planning. She said in summary it should be viewed as a standard in planning delivering unprecedented community benefits and amenities to the neighborhood and into the City as a whole while meeting Meta's long-term goal to remain, contribute and flourish in Menlo Park. She said the Chamber urged the Commission to make the recommendation to Council to certify the EIR and move forward with the project.
- Josh Arias said he was a pastor at Eternal Life Church under the direction and leadership of his father, Senior Pastor Arturo Arias, who was not available to attend this evening. He said they were located at the corner of Willow Road and O'Brien Drive, 965 O'Brien Drive, and had been serving their community and the City for 34 years. He said they would be neighbors to the Willow Village project and their church leadership team and members were very excited about the development and what the project would bring to their side of the City. He said as faith leaders in Belle Haven they were thrilled about this opportunity to be able to build a stronger community together and through this vision they believed the housing and jobs through Willow Village were a big plus to their growing, strong and thriving community in Belle Haven. He said they were here

to support and embrace this mega opportunity to improve their community of faith, their City, and region. He said they asked that the project be recommended for approval.

- Vince Rocha said he was the Vice President of Housing and Community Development with the Silicon Valley Leadership Group. He said among the top concerns for their members was the need for housing affordable for all incomes here in the Bay Area. He said the Willow Village project was unique in many positive ways including sustainability, affordability and community. He said it was one of the most sustainable projects in the region using low carbon housing materials and encouraging mobility options that reduced car emissions and car trips. He said it was also one of the most affordable in the region and one of the few he had seen that actually provided over 300 affordable houses on site. He said it also brought community because of the robust retail, park, open space and job amenities. He said jobs were amenities. He said jobs created here were more environmentally sustainable in the Bay Area as they had better public transit. He said the project had better mobility options than if they created jobs in another state or region that created sprawl. He said other advantages to the community were the grocery store and other amenities that would benefit current and future residents. He said they really recommended that the Commission support the project to the City Council.
- Adina Levin, Menlo Park resident, referred to comments on housing and a commissioner question about the phasing of the residential and said that one of the challenges in this area was the amount of office and jobs brought into it before housing was built. She said here it would be very helpful to have housing added in the early phases of the development so they did not have even more people coming into work and increasing displacement pressure before there was needed housing. She said regarding transportation there were still some occasions in the EIR where it talked about widening roadways to attempt to alleviate congestion. She said they knew historically that did not work and just made it less safe to walk or bike. She urged that treatment be reduced. She referred to the diesel generators for backup during a long-term power outage and asked with solar whether there would be batteries added that might be able to be used for backup in case of short outages and reduce the need to run diesel generators which polluted the air.
- Brielle Johnck said like the Commissioners she was working with a group of people going through the staff report documents and they had not finished as of 4 p.m. today. She said she was glad the item would be continued and hoped the Commission would not make any decisions this evening. She said Facebook told them 10 years ago they were going to bring 35,000 employees into their buildings, which at the time was greater than the population of Menlo Park. She urged that they not be swayed by dog parks, elevated parks, bike paths, and bike parking as the project and its negative impacts would be with them for years and years. She said they learned this weekend that the DA was the most important document for them to look at as it said what was required and what was just on a wish list. She referred back to 2016 and 2018 and the ConnectMenlo adoption and noted that mitigation for traffic at that time still had not been met. She said the Commission needed to understand that this project could be sold just like Greenheart was sold and which was now Springline and urged that requirements get nailed now as she thought they would be dealing with a whole new company. She said the office did not have to be built for the project to be successful and they could just do housing.
- Cathy Baird, member of Peninsula for Everyone, said she had done home repair in Menlo Park as a volunteer with Habitat for Humanity. She said she supported Willow Village because it would transform old office space into a place for 1730 new homes, including more than 300

affordable homes. She said of those 300 up to 120 homes would be reserved for senior housing at the very low and extremely low-income levels. She said the homes and newly proposed \$5 million funding for affordable housing in Menlo Park would be an amazing opportunity for much needed housing. She said the project also would provide badly needed amenities to the Belle Haven neighborhood such as a grocery store, pharmacy services, and space for local retail that people would be able to walk and bike to. She said regarding the comment about air quality this project would include funding for air quality monitoring. She requested approval of Willow Village.

- Larisa Ocañada said she was representing SAMCEDA, the San Mateo County Economic Development Association. She said Willow Village would deliver amenities and services to the Belle Haven neighborhood including a full service grocery store, pharmacy services, cafes and restaurants, and publicly accessible park space, public gathering spaces and a town square. She said the updated community amenities would also include affordable housing commitment of an additional \$5 million in funding over the 312 affordable housing units in the plan, the Belle Haven shuttle, and funding for air quality monitoring. She said the project would deliver those amenities as part of phase 1 of the project, which was critically important for the community that already existed around the project site. She said the reduction in office space along with an improved circulation plan would have a 30% reduction in traffic impacts. She said SAMCEDA was pleased to hear that local businesses would be prioritized for retail and dining. She said the past 2.5 years during the Covid pandemic impacted small local businesses and this benefit recognized those businesses continued to need support. She said Willow Village provided convenient access for Belle Haven neighbors as it would bring pedestrian and bike connections over Willow Road near Hamilton Avenue connecting directly to the town square and services. She said two other benefits included union labor that provided good paying jobs and benefits and utilization of sustainable building materials to reduce buildings greenhouse emissions by 50%. She said on behalf of the SAMCEDA Board of Directors she was pleased to offer their support for the Willow Village project.
- Bonnie Lam, Belle Haven resident, urged the Commission to recommend certification of the EIR. She said planning for this had been going on for over five years and at this point and throughout the entire time, Signature had done a lot of outreach and made changes based on what her community had been telling them. She said she thought the amenities were worth it noting the idea of being able to support small and local businesses and to have an area to gather with her community would be amazing. She said she was excited to hear the support for the Dumbarton rail and to see where that would go as it could really help with traffic. She urged decision makers to not let perfect be the enemy of good. She said the time was now to build housing and the longer they waited the longer and longer it would be before they could get housing in their City.
- Lora Tanjuatco Ross said she was speaking on behalf of Peninsula for Everyone in support of the project proposal. She said as part of her job she was able to meet with some folks who lived in BMR units in Belle Haven and related her experience with one man who expressed how much food he had in his refrigerator with amazement for as an extremely low-income person he had never had so much food in his life. She said he said that every single day he praised and thanked God for the home he now had in Menlo Park. She said looking at the project proposal she knew that there were 300 people who prayed to get a BMR apartment and tonight they had the opportunity to move those 300 dreams forward. She said she hoped they would take action to certify the EIR and bring the project to life.

- Roman Tanière, East Palo Alto, Kavanaugh resident, said he supported the Willow Village project, which had been refined over the last couple of years with community input. He said in addition to some more details, questions and comments that he submitted ahead of this meeting, he looked forward to the City of Menlo Park and the City of East Palo Alto working closely together with the residents and starting as soon as possible on traffic and parking improvements, and traffic calming measures to discourage Kavanaugh cut through traffic and speeding and to improve walkability and bicycling. He said he hoped this project would help transform the O'Brien Business Park area into a livelier and pedestrian and bicycle-friendly community district, which would be integrated into its surrounding neighborhoods. He thanked the Commission in advance for its support of this exciting live, work and play development east of Highway 101.
- Alex Torres, Director of State Government Relations from the Bay Area Council, said on behalf of their over 300 members they were excited to support the proposed project noting that the applicants had spent much time working with all the different stakeholders to put together a project with so many different components to laud including its sustainability and the affordable housing. He said throughout the state and region employers were concerned that there was not enough housing for employees. He said it was not sustainable to outsource jobs to less carbon-friendly states like Texas. He said this was an exemplary project for the feedback solicited, the size, the scope, the variety of amenities, and the environmental benefits. He said it showed they were really serious in terms of providing that housing and also housing that adjusted to the modern realities of the workday right now as not everyone was in the office five days out of the work week. He said this was a place where people could live, work and play all in the same area, which was very critical, and hopefully more projects like this would go forward in the state. He urged support for the project.
- Michael Cho said he was a field representative for the Carpenters Local 217 in San Mateo County and he was voicing his support of the Willow Village project. He said the developers' commitment to using a union signatory general contract around this project came as a guarantee that someone from this community would be given a chance to work with his or her head held high knowing that they will be treated fairly and paid what they deserved for their hard work. He said the residents of Menlo Park needed this opportunity. He asked the Commission to support the project.
- Auros Harman said a few years back he had lived in East Palo Alto, close to the border with Menlo Park, but now lived in San Bruno where he chaired its planning commission. He said he was not speaking as a commissioner but as a representative of urban environmentalists, a community of grassroots activists that worked to transform cities and towns into more sustainable humane centered and just communities through land use policy reform. He said they believed addressing the twin crises of climate change and economic inequality required making it possible for workers on all rungs of the economic ladder to live, work, and play in granular communities. He said he disputed the comment that this project was so unprecedented. He said it was true that precedents in the past century were rare but he grew up near the planned community of Columbia, Maryland, the center of which had the mixed-use character seen in this design. He said people loved that project and then promptly built all around it in the conventional style of the time with commercial and office parks segregated from sprawling subdivisions. He said the organization Strong Towns described the granular mixed use design as the traditional development pattern noting the core of older cities on the East Coast or in Europe reflected this design. He said he paid respect to the project team for delivering a single, large project that was a true mixed-use community. He said over the past decade in San Mateo County they had

added 10 to 11 new jobs for every one new unit of housing and this project could have continued that trend but they listened to the community's concerns on job/housing balance and reduced the amount of office in favor of housing. He said this was an excellent project and what their region needed more of. He encouraged the Commission to send an affirmative recommendation to its City Council. He said his spouse Plymouth Andsberg would also like to speak.

- Plymouth Andsberg said she lived in San Bruno and worked as a hardware test engineer at Google. She said as a large part of her job she worked in various labs throughout the Bay Area, one of which was Intertek, which had a facility on Adams Court, just east of this planned development. She said she was there at least a couple of times per month and she wanted to comment on how much this project would have a positive effect, not just for the people who get to live and work on the project site, but on the surrounding area. She said today she texted to another InterTech lab worker that there was exactly one option in walking distance to get lunch and the road to get there did not have sidewalks. She said she was excited about the new walking dining options this new development would bring employees of surrounding businesses as well as the much-needed housing it would bring to the area. She urged the Commission to move forward towards approval of the project.
- Kimberley Baller said she had worked at Meta for 12 years and that she and her husband had been able to buy a home in East Palo Alto in 2014. She said she supported this development. She said even though she had lived less than a mile from her office at 1 Hacker Way that she had had a tough commute either going up O'Brien Drive and battling UPS trucks leaving their storage facility or going down University Avenue with the bike lane suddenly ending in the middle of the street that was not safe with all the commute traffic. She said she could walk but it took 30 minutes to get all the way out to the Bayfront and back into the office. She said her son's daycare was right at the corner of O'Brien and Kavanaugh, an easy commute, except she had to go back out to Willow Road or University Avenue as she was not able to cut through the Willow campus. She said the walking was tough as the curbs had been grandfathered in so there were no ramps at the corners on Kavanaugh Drive or in the surrounding area. She said they had a large dog that needed to run but no dog park. She said most of their neighbors had lived there for 20, 30, and 40 years with no great options for grocery stores or restaurants. She said these neighbors were some of the kindest and most caring neighbors they ever had. She said she wanted them to be able to benefit from a better quality of life by seeing this development go through. She said she lived in San Diego now but traveled to the Bay area frequently and would love to have another hotel in the Bayfront that would make her stays there much better.
- Kathleen Daly said the grocery store and pharmacy was something promised to Belle Haven years ago and had been part of the conversation around Willow Village for a long time. She said a beautiful community already existed in Belle Haven and the sense of creating a community presented in this project was in her opinion a bit misleading. She said right now everyone in Belle Haven and anyone who was an office worker with new office space would have to leave that area to go get other things they wanted to get done such as shop, go out to dinner and things like that. She said ask anyone who lived on the opposite side of Highway 101 and Willow Road and ask all the neighborhoods back there how they felt about the traffic going in and out of Willow Road. She said without putting those amenities there first they were just adding to horrible traffic patterns that already existed. She asked that they consider flipping the project a bit and putting the housing and amenities, the things that were promised to Belle Haven years ago, first. She said the sense of community would only be built starting from that aspect and moving out. She said putting a bunch more offices in there was not building community. She said

she was not against the project but that they consider giving Belle Haven what they were promised years ago.

- Jordan Grimes said he was the Resilience Manager with Green Belt Alliance, an environmental, nonprofit dedicated to helping create climate resilient and sustainable communities throughout the Bay Area. He said they were proud to endorse and support Willow Village. He said from a housing supply and affordability standpoint the 1700 new homes the project provided were badly needed in Menlo Park, and would represent almost double the housing produced by the City in the last decade. He said they were particularly excited to see builders afford a deeper level of affordability, including extremely low and very low-income housing. He said a huge percentage of San Mateo County seniors were renters and were at risk given rising rents so rent restricted units were a huge boon to the community. He said they needed as many of those as could be obtained. He said regarding concerns about the job/housing balance Green Belt supported and urged the City to embrace more equitable planning including easing restrictions on in-fill housing development both downtown and west of El Camino Real. He said Willow Village prioritized a number of important sustainability factors with efficiently reusing existing land infrastructure to higher use, creating previously nonexistent walkability and bikeability, and making it easier for both new and existing residents to use active transportation to get around. He said the new parks and green space were also important benefits to the community given the very limited tree canopy and green space east of Highway 101. He said the addition of new amenities in Belle Haven including a grocery store, pharmacy and shuttle service would help reduce local VMT and greenhouse gas emissions. He said UC Berkeley's local climate policy tool showed that increasing the City's supply of dense infill housing was the single most effective strategy Menlo Park could employ to reduce greenhouse gas emissions. He said this was a strong and badly needed project and urged the Commission's support today.
- Karen Eshoo, Head of School at Mid-Peninsula High School, 1340 Willow Road, said they were voicing their support again for the Willow Village project. She said they had had a positive and productive relationship with Signature and specifically with Eric Morley who had been a great partner and kept them informed about the project, and working with them on some questions that they had. She said they were thrilled with what the project would do for the Belle Haven neighborhood. She said as a native of the Bay Area and specifically the peninsula it was about time that Belle Haven got the things that would come through this project. She said because they lived in that neighborhood and served so many students and families from the neighborhood, they were thrilled to see it come into fruition as soon as possible. She said they were very excited to be a neighbor soon to a really beautiful public park on side of their campus as well.
- Barrie Hathaway, CEO of JobTrain, a longstanding workforce development nonprofit located in Menlo Park for nearly 50 years, said he was in favor of this project with a lens towards job creation and preparing local residents for the jobs that would be created on this project. He said they had a fairly long history of working with Meta in the community to help local residents get trained and prepared for jobs and knew that they had a good history of making that happen with partners like JobTrain. He noted conversations with Mr. Nieto and Mr. Morley about how Signature Development could play a role to make sure that jobs in the construction phase of this project in particular were made available to local residents that they could train. He said they worked very closely with Local 217 Carpenters Union, which took a lot of their graduates. He said they also provided an IT training program and culinary arts training program. He said Meta's food service provider's flagship had hired many of their culinary arts graduates already and were on track to hire many more. He said in working with Signature and Meta he wanted to assure

them that they were taking the idea of helping local residents get the jobs created on this project very seriously. He said he supported the project and asked that the EIR be certified.

- Eileen McLaughlin, Citizens Committee to Complete the Refuge, said they knew this was an immense, complex project but they focused on certain aspects related to wetlands wildlife, the plants and animals that depended on wetland habitat. She said those were the points they brought forward in the letter sent to the Commission. She said in that letter they mentioned trash or balloons that might blow from the elevated park and asked that action be taken to prevent that noting that light bags and balloons ended up in wildlife habitat and were extremely dangerous to the species there and damaging. She noted a wonderful small little willows area called a wetland that was just on the border of the proposed project. She said willows used to be plentiful here because it has a freshwater source that was unknown. She said this immense project and any action of it might possibly destroy that water source. She said their request was that the freshwater source be identified and its water continued to serve a rare and special ecological habitat bordering property.
- Michael Murillo said he lived in the Sevier area of Belle Haven. He said he was in favor of the project. He said he felt like it was a glass of water in the desert and his concern was they spent a lot of time debating the flavor of that water when he did not know where else they could get these sort of services, this sort of hub for the community, and this sort of centerpiece they had lacked for a long time. He said he had lived here a long time and the services were extremely valuable to a lot of members of this community. He said he felt grateful that Meta, etc., were committing or interested in providing these things. He questioned where else it would come from. He said he was in favor of the project and hoped that as it developed, they were considerate of the kind of community there, that they found ways of celebrating the culture and the various communities that were generally were minority cultures in both the design and the way the space was expressed, and the way the space continued to support to become very much a recognition of his community. He said also he hoped they would be as considerate as could be of what he considered the gem of this area and that was the Bay and wetlands. He said he hoped the project went forward.
- Mike H, Belle Haven, 1300 Block of Sevier Avenue, expressed his appreciation for all who been part of the project process over the last four years. He said he really appreciated and wanted to voice support for the Willow Village project and wanted to note that he had worked and waited for over 20 years saving for a down payment and out of the three different bay area locations he looked to buy, he chose Belle Haven. He said it took over 20 years of saving and being a veteran to be able to do that. He said he would not support this project unless he thought it would be a huge benefit for the neighborhood. He said there were several different talking points in supporting the project such as taking an outdated industrial complex to a community engaged multi- use site and an area for living, working and playing. He said the development team had solicited their input over four years, there were more than 300 affordable homes, an additional \$5 million in funding for affordable housing, a shuttle, funding for air quality monitoring, prioritizing amenities in phase 1, highly sustainable LEED gold certification, and use of union labor. He restated that he would not support the project if he did not think it would be a huge benefit to the neighborhood. He said he knew some locals might not feel as strongly about it but tonight they had 17 people in favor, approximately seven opposed and three that were kind of negative about it. He said overall people were supporting the project and he supported it.

- Ali Sapirman said she was speaking on behalf of the Housing Action Coalition in strong support of the Willow Village project. She said she wanted to echo previous comments about how many much-needed homes and community resources the project would add alongside the benefit of using union labor. She said she wanted to flag what people opposing the project had been saying that the project had had very little review. She said comments like those were attempts to block housing. She said the Willow Village project had been under consideration for five years. She said extremely slow and long timelines like this were why they were seriously behind in producing housing. She said Willow Village had the opportunity to be revolutionary for the City of Menlo Park and the region as a whole. She said the project had been extensively and thoroughly studied and asked they not block housing and move the project forward without delay.
- Michael, District 4 Menlo Park resident, said he strongly supported the Willow Village project. He said it would bring a lot of necessary housing development to the Menlo Park area. He said 300 to 1000 units would significantly increase the availability of affordable housing and 1700 housing units in general would help a lot with the housing shortage affecting the Bay Area. He said the project also seemed to succeed on many different dimensions. He said it contained a lot of amenities, would be a great place to visit and a great addition to the community.

Chair DeCardy closed the public hearing and recessed the meeting for three minutes.

Chair DeCardy reconvened the meeting at 10:06 p.m.

Commission Comment:

Commissioner Harris said the project was beautiful and had many great things about it with the town square and nice gathering places. She said it was good to hear from close by neighbors. She said she thought the project just needed a bit more finetuning. She referred to three areas she wanted to address – housing, the transportation circulation and the community amenities. She said regarding housing – that they were adding housing but also exacerbating rather than improving the office to housing ratio. She said the Housing Needs Assessment found the project resulted an 815 unit net decrease in housing availability. She said as new workers entered the housing market housing demand increased but without enough supply rent prices would increase and current renters would be displaced. She said it was positive that the office expansion included housing noting many past office projects that had zero housing. She said currently 5.9% of people who worked in Menlo Park lived in Menlo Park so this project would increase that percentage but certainly not to 100%. She expressed hope that in the not-too-distant future that office development would offset 100% of the commensurate housing needs created by it. She said they were not there but were moving in the right direction. She referred to the BMR Agreements and said she understood residential projects had to have a minimum of 15% inclusionary BMR housing to be commingled with market rate housing, and average out to the low-income level. She said in addition with the commercial development linkage units that came to 312 BMRs meant to be inclusionary. She said they were not as 119 of those units would be housed within a single building for low-income seniors. She said as they really needed senior housing that seemed a good fit as they could get to the extremely low and very low-income levels that were difficult to make work in an inclusionary situation. She said the costs of these two different types of housing, inclusionary and standalone, could be quite different as a nonprofit developer would have access to additional funding that a for-profit development would not have. She said for the 119 senior housing units, she wanted Signature to confirm that they were contributing improved land that was development ready, meaning it was graded, has sewer hookups and the like, and the entitlements. She said she wanted that explicit in the BMR agreement. She

said regarding funding she would like confirmation that Signature would commit 100% of the gap funds in a way that positioned the project to be as competitive as possible and not draw on the City's BMR funds or the County's Measure K funds. She said she would like that put into the BMR agreement.

Recognized by the Chair, Mr. Nieto said the housing shortage was a regional problem and they could try to address it on a project-by-project basis but that was not practical with how land was zoned. He said that was why ConnectMenlo looked at jobs and areas for housing that did not have any office related to it. He said this project would provide 1700 houses and 1100 had already been approved in District 1 with no associated office. He said Sobrato had another 430-so units so that 1500 housing units would be shortly approved in District 1 with no office component. He said today they had 3500 jobs existing on the project site and would add approximately 3400 new employees with 1720 jobs. He said economists would say that was a really good jobs/housing balance. He said the City was doing a great job of trying to manage and catch up with the jobs/housing deficit that had been built up over the last 15 years. He said related to the affordable housing the land would be contributed to a nonprofit partnership and Willow Village intended to fund the gap and with no local match from the City with Willow Village in a sense making up for the local gap from the City. He said they would be asking for Measure K funds from the County if that was appropriate and seek participation in the low-income housing tax credit at the state and federal level.

Commissioner Harris said that all sounded good except for the use of the County's Measure K funding. She said her concern was if the project provided all inclusionary units that would cost the developer a certain amount of money but by creating a standalone building, they were able to provide those units at a lower cost to them. She said given the City's BMR requirement it seemed to her that either they did not take County Measure K funding as she would like them to fund the entire project given their commitment for what would have been inclusionary or come up with a different way perhaps to increase the BMR inclusionary or reduce from moderate to low income some of those units commensurate with what that County Measure K funding might be to balance out so they provided what otherwise they would have had which was 100% inclusionary.

Mr. Nieto said they would look forward to working with staff on this. He said he thought there was a premise in her statement that using County funds would mean it would cost less for them. He said the gap funding had not been established but they had an idea of what the range might be. He said he did not think it accurate that they were not supporting this project to a significant degree and that there was a benefit to the senior component as they were able to tap other funds which the state and federal government provided to help promote affordable housing. He said perhaps they could speak offline.

Commissioner Harris said looking at the BMR proposal it said for the senior housing regarding the subsidy per unit that they were taking the whole subsidy and that would include County Measure K funds. She said she could work with staff on this as she was very concerned that they get the math right on this one.

Commissioner Barnes said regarding the standalone tax funded project that in this particular case the use of gap funding might not be necessarily applicable in the sense that you go for tax credits in an affordable housing standalone project. He said you had your capital stack and your ongoing operating subsidy. He said he thought the discussion could be how you filled the gap that was in the capital stack, significantly the operating subsidy piece of it. He said normally when you go to the AMIs they were talking about here, the 30 and 50% of AMI, that most often projects like that have

some type of vouchers, Section 8 vouchers, that went into the project to support the ongoing operating deficit. He said Exhibit BB13 in the staff report pulled out the total subsidy numbers for extremely low and very low-income units. He asked if someone on the applicant team could speak more to where the operating subsidies were being contemplated in the form of rental subsidies, and how would that be covered on an ongoing basis.

Mr. Nieto said working with their affordable housing partner it appeared the operation of the project would be very tight in terms of working and not needing any operating reserves. He said the reason was one of the alternatives for that capital stack was to do this without any loans and interest. He said the financing for it was still being formulated but they expected it would be very tight operationally and there could be a subsidy but that had not been established if they could secure it so they would not have any long-term debt. He said they were doing their best to drive the AMI down very low for this. He said they were working to satisfy the City's ordinance and they should have the freedom on how to do that and if they could find a better way to finance those things, that should be theirs and their partners' prerogative. He said Willow Village was not going to own the property as they were donating it to a nonprofit entity and contributing to fund the gap so there was no upside to Willow Village in this at all.

Mr. Morley said that they were exceeding the City's ordinance in terms of AMI with the current proposal and the questions and discussion they were having was very similar to the Housing Commission's. He said that Commission landed on a unanimous recommendation for what was before them. He said in addition over and above the requirements they would provide \$5 million for affordable housing with a priority for Belle Haven and 22 units of teacher support as well. He said they would be advancing that and were happy to continue to work with staff on that and appreciated any recommendations the Commission might have.

Commissioner Barnes said he thought funding for the standalone housing as opposed to inclusionary housing funding might be more clearly defined. He said he would like to see the math and something was missing but he did not entirely understand what and it might not be available yet. He asked what the mechanism was to make sure the math evened out in terms of what was being replaced for what and what got done for the \$5 million affordable housing contribution, and what got done for the housing piece, and teacher subsidies. He asked who would own the underlying land and if Mercy Housing would own the improvements.

Mr. Nieto said the underlying land would be owned by the nonprofit entity that was created on the property. He said it likely would be a Mercy controlled property so land would be contributed likely for liability purposes. He said almost every building had a special purpose entity that was created. He said Mercy would control that and the applicants would contribute to that along with the gap funding. He said Willow Village was committing to give the land, fund the gap and do the rest of the financing. He said why they would not go after County funds or low-income housing tax credits did not make sense to him. He said alternately they could go to an all-inclusionary project, which would mean they could not do a specific affordability. He said they talked about that with the Housing Commission and those members thought that would not be serving the community as much as it could be as you could not get to the deep affordability otherwise.

Commissioner Barnes said it made sense that if there were funding mechanisms at the County level for this project that was a right approach. He said it was not clear what the gap in funding would be and whatever it was should just be a one-to-one trade for the BMR inclusionary requirement, and he needed an oversight mechanism on that.

Commissioner Harris said she wanted to clarify that they were talking about getting to the extremely low and very low-income apartments but noted that with that still the overall average was low. She said the City was not getting different or more or lower affordability with this housing. She said she was glad they were getting it but they were not getting deeper affordability as overall the average had to be low anyway. She said it was not anything different than what the regular inclusionary BMR required.

Commissioner Riggs said he had about 10 clarifying questions but wanted to note there was much to appreciate about the project regarding architecture, landscaping, circulation and response to the neighborhood. He asked about the shuttle intervals and neighborhoods served, the grocery store as well as the pharmacy and bank within the context of recommending the DA and what assured the neighborhood and City that these would be occupied and operated. He asked for follow up as to when or if Hamilton Avenue sites were developed how it was assured that either Chevron or another gas station returned to the neighborhood. He asked how work could be scheduled to minimize disruption. He said the hotel was about as critical as anything in the DA where the project allowed up to a certain number of rooms and the fiscal impact analysis assumed a build out. He said one of the most difficult surprises the City could face was if only half the hotel were built or deferred for eight to ten years. He said there were frequent references to conceptual aspects of the project and he wanted to confirm that was not the terminology used in the DA. He said the questions had been asked about the donated housing site although it was not clear that the site would be build ready and include utilities and clearance of any right of way or easements. He said similar to the general question about conceptual that they were approving up to a certain amount of retail square footage and asked if there was a minimum square footage being committed to in the DA. He said he would hold his four last comments as those were for staff.

Mr. Morley said the shuttle service was intended for Belle Haven, Bayfront up through Marsh Road and was currently costed at 15-minute headways for the purposes of evaluation. He said the routes, headways and timing would be determined through a City and community process but the value was derived at the 15-minute headways which was a fairly typical local neighborhood shuttle headway.

Commissioner Riggs said these were oriented toward Belle Haven but Willow Road took the impact along with Bayfront Expressway of this development and developments recently in construction and recently approved so the Willows neighborhood was actually also affected. He asked if the shuttle would assist in the ability of people in the Willows to get in and out of their neighborhoods and perhaps use the Village.

Mr. Morley said it included M1 and M2 and not just Belle Haven and it could be further extended but currently was not. He said it could be expanded over time with other developments that might be able to come on. He said it was intended to be funded through their Transportation Management Association for the project but it was something that could occur in the future. He said regarding the gas station that Chevron was planning on and either had or will submit an application for its state-of-the-art gas station at that location. He said that was an important amenity to the neighborhood and would continue but be new and refreshed. He said Chevron and they obviously wanted to minimize any downtime for that reconstruction. He said regarding the affordable housing that the pad would be fully serviced with utilities and free and clear of any impediments to be developed. He said they were delivering that ready to go to Mercy Housing.

Mr. Nieto said regarding the hotel that the way they were describing it in the DA was that with the pandemic probably hospitality services were hit the hardest. He said they were not sure exactly when the hotel would start but it was an essential part of the fiscal impact study. He said Willow Village had agreed that if the hotel were not under construction and completed by certain dates it would be funding what the fiscal impact study showed was the gap between what likely services the City would be providing versus what was estimated so the promise all along that they had agreed with staff to was that Willow Village needed to be net positive in terms of financial contribution. He said they were agreeing to fund any shortfall because of any delay of the hotel up to a certain number of years. He said if that continued, they would meet and confer with the City by a certain date and decide whether there needed to be an alternative use there, and determine if the replacement would fund that gap and if not, the gap funding would continue.

Mr. Ghielmetti said the gap funding would continue the length of the DA term as the goal was not to become a funding source in perpetuity. He said the DA allowed up to 17 years.

Mr. Nieto said regarding the grocery store in the planning for development there would be demolition onsite, building of the infrastructure with streets and the like, and once completed vertical construction of the buildings. He said the first three office buildings would start their replacement for the existing office space there and within four months of those starting the first residential building with the grocery store and parcel six would start. He said the first two residential buildings would start and then the remaining buildings would start relative to the remaining other three office buildings. He said they needed to have all of the phase 1, the affordable senior building, parcel 3 the largest residential building then the two remaining residential buildings all under way before the final office building was occupied. He said the challenge they had was that construction for residential took longer than office as there was more to do what with subterranean parking, more kitchens, baths and such things. He said they were working with staff on how to ensure that the residential came online in a reasonable timeframe with the office buildings.

Commissioner Riggs said his question was more about the expectations the neighborhood might have about having grocery store, pharmacy and bank operations. He said this was an issue on the peninsula because of some events in Palo Alto. He noted the one at the Embarcadero turnoff from 101 where they were on their third grocery store with a number of gaps and a fight over a \$1000 a day fine that was largely emotional not factual but was an awful situation. He asked how this project would make those three services enduring and more successful.

Mr. Nieto said they had been in discussion with a number of retailers about the grocery, the bank and pharmacy. He said one of their approaches particularly for the grocery store was to provide a rent subsidy for the first few years so the retailer had a good runway toward building up the business. He said market studies showed that the community both to the west from Belle Haven into the south were very underserved in terms of growth so they believed there was a strong market there and there would be a strong market with the 1700 units they would build there.

Mr. Morley said they were addressing the operations of the grocery store by providing a two-year rent subsidy but were spending more than \$30 million to physically build out the space for the grocery so the DA also obligated them to engage and sign a lease with an established grocer unlike some of the other smaller regional or local groceries. He said they obviously incorporated the shuttle as a direct means to have residents come to and from the site.

Chair DeCardy said it was 10:40 p.m. and with the development of the discussion for this project that every Commissioner who had begun this conversation should have the opportunity to be at the conclusion when they made the ultimate recommendation to the City Council. He said they were approaching 11 p.m. and at least one Commissioner and he expected more might need to leave fairly soon after 11 p.m. He said they were not 30 minutes from being done with their discussion and he expected they probably needed a couple of hours more to be done and suggested they consider continuing the meeting.

Commissioner Barnes said he agreed with Chair DeCardy's approach and would support a special meeting or to clear the next regular meeting for continuance of this item.

Commissioner Riggs said he agreed with the course of action proposed and as he was the only one concerned about not staying past 11 p.m. he would stay to 11:30 p.m. if that would allow questions to be answered.

Chair DeCardy said he appreciated that but did not think 30 more minutes would accommodate all of the Commissioners' questions.

Mr. Perata asked if they could vote to extend the meeting for a few minutes for a recess so he might talk logistics over with Legal counsel about continuance.

Chair DeCardy recessed the meeting for approximately 10 minutes.

Commissioner Barnes asked about attachments DD, EE. Ms. Malathong said those were hyperlinks and would check the online staff report.

Chair DeCardy reconvened the meeting at 11:10 p.m.

Mr. Perata said that the item could be continued to the November 7 meeting but noted constraints as public notices had been mailed out and also were scheduled to be published. He said those items could be moved to another agenda but the November 14 meeting was full with a review of the Housing Element and Hotel Moxy. He said the Commission might want to consider the potential of continuing to a date certain the next week and noted that the 3rd was open.

City Attorney Nia Doherty said if the Commission wanted, they could continue the hearing where they left off to a time date certain. She said if the Commission wanted the project to move forward by the end of the year that there needed to be two hearings before the City Council with a first reading and a second reading. She said the second reading could not be less than five days apart from the first reading per state law and the second reading must be at a regular City Council meeting. She said the City Council only had one regular meeting in December on the 6th and that was the latest meeting the Council could do a second reading in 2022. She said moving back from the 6th the very earliest the Council could have the first reading would be the week starting at the 28th. She said the City had an internal noticing policy that required 18 days for entitlement actions such as this. She said moving back from the 28th that would put it right around November 7th. She said if the commission continued this hearing until its next regular meeting on the 7th that meant the Council would not have the opportunity to continue its first reading and have the project go before the end of the year.

Chair DeCardy polled and determined that six Commissioners were available on the 3rd to continue where they had left off this evening. Ms. Doherty said they would publish a notice of continuance. She said staff would do an introduction to the item at the meeting and the Commission could then decide whether to continue where it had left off or to allow additional public comment.

Chair DeCardy confirmed that members of the public could continue to submit written comments on the proposed project until November 3 to the Commission.

ACTION: Motion and second (Barnes/Tate) to continue this item to a special meeting on November 3, 2022; passes 6-0.

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: November 7, 2022

Mr. Perata said they would have some residential development items and architectural control items on the November 7 meeting agenda.

- Regular Meeting: November 14, 2022

Mr. Perata said the November 14 agenda would have the Hotel Moxy initial study and notice of preparation and environmental review scoping session and a study session on the Housing Element.

H. Adjournment

Chair DeCardy adjourned the meeting at 11:25 p.m.

Staff Liaison: Kyle Perata, Planning Manager

Recording Secretary: Brenda Bennett



STAFF REPORT

Planning Commission

Meeting Date:

1/9/2023

Staff Report Number:

23-001-PC

Public Hearing:

Consider and adopt a resolution to approve a use permit to construct a new detached accessory dwelling unit (ADU) with a front setback of six feet, where 20 feet is required, and a rear setback of three feet, where four feet is required in the R-1-U (Single Family Urban Residential) zoning district, at 598 Hamilton Avenue

Recommendation

Staff recommends that the Planning Commission approve a use permit to construct a new detached accessory dwelling unit (ADU) with a front setback of six feet, where 20 feet is required, and a rear setback of three feet, where four feet is required in the R-1-U (Single Family Urban Residential) zoning district. The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

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

Background

Site location

Using Hamilton Avenue in the east-west orientation, the subject property is located on the southern side of Hamilton Avenue, at the southwest corner of Hamilton Avenue and Henderson Avenue, in the Belle Haven neighborhood. Hamilton Avenue is a residential street that runs on the eastern side of US 101, between Market Place to the west and Willow Road to the east. A location map is included as Attachment B.

Houses along Hamilton Avenue include both one- and two-story residences, developed in a variety of architectural styles, including ranch and craftsman. The neighborhood features predominantly single-family residences that are also in the R-1-U zoning district along the southern side of Hamilton Avenue, along with some churches and residences in the R-3 (Apartment) zoning district on the northern side of Hamilton Avenue. The Clarum Homes development, zoned R-3X (Apartment, Conditional), containing 47 single-family residential units, is also located along the northern side, and surrounds Hamilton Park, which is zoned OSC (Open Space Conservation).

Previous Planning Commission review

The Planning Commission initially reviewed this use permit proposal at the December 5, 2022 meeting. At this meeting, the Planning Commission expressed concern with the limited front setback distance for the ADU that was proposed. At the time, the ADU was proposed to be 565 square feet in size and located as close as one foot, six inches to the front property line, facing Hamilton Avenue. The ADU was also proposed to be attached to the main residence, using a portion of wall shared with the front of the main residence. The proposed project was continued to a future meeting, and the Planning Commissioners provided direction to revise the plans to provide a larger front setback distance, preferably at least 12 feet total between the edge of the sidewalk and the front property line, which could include the existing, approximately six-foot, separation distance between the edge of sidewalk and the front property line. The staff report from the December 5, 2022 Planning Commission meeting is available as Attachment C.

The applicant has since reduced the size of the ADU to 443 square feet, thereby increasing the front setback to six feet to the front property line and a 12-foot overall separation distance from the ADU to the edge of sidewalk, as is discussed in more detail in the project description section.

Analysis

Project description

The subject property is currently occupied by a two-story residence with an attached two-car garage, two sheds, and a detached carport. The lot is three-sided and oriented such that the front property line extends for the full length of the frontage along Hamilton Avenue. The functional left side is located along the full length of the frontage along Henderson Avenue, and the remaining property line shared with the side property line for the property located at 590 Hamilton Avenue is considered the rear property line. The subject property is substandard with regard to lot width and lot depth.

The existing residence, which is a two-story, single-family residence with an attached two-car garage, is considered to be a non-conforming structure, with a rear setback of approximately 7.8 feet, where a minimum of 20 feet is required, and a left corner side setback (along Hamilton Avenue) of 2.6 feet, where a minimum of 12 feet is required. The existing residence is also nonconforming with respect to the floor area limit (FAL) for the lot, with an area of 4,061.0 square feet, where 4,014.3 square feet is the FAL. The existing two sheds and detached carport further exceed the FAL; however, these three structures are proposed for removal.

Two covered parking spaces, serving the main residence, are located in the attached garage. Per Section 16.79.080 (d)(1) of the Municipal Code, an ADU is exempt from requiring additional on-site parking if the ADU is located within a half mile walking distance to public transit. In the case of the subject property, the ADU would be located within a half mile distance of a service stop for the Dumbarton Express bus service, located at the intersection of Willow Road and Hamilton Avenue. Thus, no additional parking is required for the ADU or the project site.

The applicant is proposing to fill in a limited amount of the main residence's windows along the front elevation near the ADU location, on the first floor, and build a 443-square-foot ADU instead of the previously proposed 565-square-foot ADU. The ADU has also been revised to have a separate wall

alongside the main residence, with required fire rating, in order to be detached to the front of the main residence. The larger ADU, reviewed during the December 5, 2022 Planning Commission meeting, was proposed to have a shared wall with the main residence to be recognized as an attached ADU. Because of this modification to the windows of the main residence, as a separate, nonconforming building, the applicant would need to complete a nonconforming work value calculation spreadsheet for the main residence. Condition 2a requires the applicant to complete the nonconforming work value calculation spreadsheet prior to building permit issuance.

The revised ADU would still include a total of one bedroom and one bathroom, along with a kitchen and living room. Of particular note with regard to Zoning Ordinance requirements:

- The allowable FAL for the lot is 4,014.3 square feet. With removal of the two sheds and detached carport, which would occur as part of the proposed project, the proposed residence and revised ADU (443 square feet) would combine to have a floor area of 4,504.0 square feet, which is permitted as the area of the 443-square-foot ADU may exceed the FAL by up to 800 square feet. Earlier, the combined floor area with the 565-square-foot ADU was 4,626.0 square feet.
- The proposed front setback of the detached ADU would range between six feet, and six feet, 8 and one quarter inches, which is closer than the required 20-foot front setback but allowable through a use permit. Earlier, the front setback ranged between one foot, six inches, and two feet, four inches.
- The proposed rear setback of the detached ADU would still remain three feet, which is closer than the required four-foot rear setback but is allowable through a use permit.
- The proposed building coverage, including the revised ADU, would be 2,935.0 square feet, approximately 24.8 percent of the lot area, where 35 percent is the maximum allowed. Earlier, the combined building coverage with the 565-square-foot ADU was 3,057.0 square feet, comprising 25.8 percent.
- The proposed ADU would be 14.8 feet in height. (The existing residence is 22.8 feet in height, and the earlier proposed ADU height was 14.3 feet).

In response to feedback from the December 5, 2022 Planning Commission meeting, the applicant team has reduced the ADU to establish a six-foot front setback at its closest point, which combined with the edge of sidewalk distance to the front property line, provides a 12-foot separation distance between the proposed ADU and the edge of the sidewalk. Staff believes that the modified setbacks, provided in the latest revised plans, have demonstrated an adequate effort in order to both provide an appropriate front setback while still feasibly allowing for a detached ADU on this property.

A revised data table summarizing parcel and project attributes is included as Attachment D. The revised project plans and the applicant's amended project description letter are included as Attachments E and F, respectively.

Design and materials

The existing residence features a ranch/traditional architectural style with stucco finish and composition shingles. The design and materials of the revised ADU is the same as the earlier proposal. The applicant has clarified in their project description letter that the proposed ADU would be designed to match the existing residence, with stucco finish and composition shingles.

The doors and windows of the main residence are wood and vinyl, respectively. The proposed ADU entry door would be wood as well, and the window frames for the ADU would be vinyl to match the main residence. New roofing of the ADU would not be physically connected to the first floor roof of the main residence.

Staff believes that the scale, materials, and style of the proposed ADU would remain consistent with the existing residence, as well as the broader neighborhood, given the similar architectural styles of structures in the area. Staff believes that the reduction in the size of the ADU further reinforces an appropriate scale for the ADU within the broader neighborhood.

Flood zone

The subject property is located within the “AE” zone established by the Federal Emergency Management Agency (FEMA). Within this zone, flood-proofing techniques are required for new construction and substantial improvements of existing structures. Stated in general terms, the finished floor must be at least one foot above the base flood elevation (BFE). The Public Works Department has reviewed and tentatively approved the proposal for compliance with FEMA regulations. Because the ADU is now proposed to be detached from the main residence, the proposed ADU is considered a substantial improvement that requires specific flood proofing techniques. To accommodate these requirements, the finished floor for the ADU has been raised and the overall height of the ADU has increased from 14.3 to 14.8 feet. The sections (Plan Sheet A3.3 in Attachment E) show the BFE (11.0 feet) in relation to the existing average natural grade (approximately 8.5 feet) and the finished floor elevation (12.0 feet).

Trees and landscaping

The applicant has submitted an arborist report (Attachment G), detailing the species, size, and conditions of the nearby heritage and non-heritage trees. The report discusses the impacts of the proposed improvements and provides recommendations for tree maintenance and protection. As part of the project review process, the arborist report was reviewed by the City Arborist.

Based on the arborist report, there are 14 existing trees located on or near the property. Of these trees, two trees are heritage size. The heritage trees consist of two Mexican fan palm trees (trees #4 and 5) located in the front of the neighboring property, which are both street trees.

A total of 12 trees assessed are non-heritage size, and seven of these are street trees located in the public right-of-way and five are located on the subject property. Two non-heritage trees within the subject property are proposed for removal (trees #12 and 13).

To protect the heritage and non-heritage trees on site, the arborist report has identified such measures as tree protection fencing, monthly monitoring of the trees by a certified arborist, prohibiting chemical and material storage or usage within the tree critical root zones, and continued monitoring of the trees for a one-year period following completion of construction. All recommended tree protection measures identified in the arborist report would be implemented and ensured as part of condition 1h. No changes involving the reduction of the ADU would impact the findings, protections, or health of the trees on site.

Correspondence

The applicant states in their project description letter that the property owner has completed some earlier outreach efforts, which involved emailing project details to neighbors. There have been no updates from the applicant concerning outreach efforts following the December 5, 2022, Planning Commission meeting. The applicant attached some correspondence with neighbors to the project description letter, and describes receiving positive feedback from both the one adjoining neighbor located at 590 Hamilton Avenue and the neighbor on the opposite side of Henderson Avenue, located at 606 Hamilton Avenue.

As of the writing of this report, staff has received no direct correspondence.

Conclusion

Staff believes that the scale, materials, and style of the proposed ADU would continue to be consistent with the existing residence, as well as the broader neighborhood, given the similar architectural styles of structures in the area. The reduced size of the ADU further reinforces an appropriate scale for the ADU within the neighborhood, and the combined separation between the ADU front setback and the distance to the edge of sidewalk would total 12 feet, which aligns with the distance suggested by the Planning Commission at the December 5, 2022, meeting. The more limited floor area and building coverage increases are allowable based on the ADU regulations. The shorter front and rear setback distances are allowable per ADU regulations as well, through this use permit request, and staff believes that reduced setbacks are necessary in order to feasibly allow for an ADU on this property. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

The project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.

Public Notice

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

Appeal Period

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

Attachments

- A. Draft Planning Commission Resolution of Approval Adopting Findings for project Use Permit, including project Conditions of Approval
 - Exhibits to Attachment A
 - A. Project Plans (See Attachment D to this (January 9, 2023, Planning Commission Staff Report)
 - B. Project Description Letter (See Attachment E to this (January 9, 2023, Planning Commission Staff Report)
 - C. Conditions of Approval
 - B. Location Map
- C. Hyperlink: December 5, 2022, Planning Commission Staff Report:
<https://menlopark.gov/files/sharedassets/public/agendas-and-minutes/planning-commission/2022-meetings/agendas/20221205-planning-commission-agenda-packet.pdf>
- D. Data Table
- E. Project Plans
- F. Project Description Letter
- G. Arborist Report

Attached are reduced versions of maps and diagrams submitted by the applicants. The accuracy of the information in these drawings is the responsibility of the applicants, and verification of the accuracy by City Staff is not always possible. The original full-scale maps, drawings, and exhibits are available for public viewing at Community Development.

Exhibits to Be Provided at Meeting

None

Report prepared by:
Matt Pruter, Associate Planner

Report reviewed by:
Corinna Sandmeier, Principal Planner

PLANNING COMMISSION RESOLUTION NO. 2023-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING A USE PERMIT FOR THE CONSTRUCTION OF A NEW ACCESSORY DWELLING UNIT (ADU) WITH A FRONT SETBACK OF SIX FEET, WHERE 20 FEET IS REQUIRED, AND A REAR SETBACK OF THREE FEET, WHERE FOUR FEET IS REQUIRED, IN THE R-1-U (SINGLE FAMILY URBAN RESIDENTIAL) ZONING DISTRICT.

WHEREAS, the City of Menlo Park (“City”) received an application requesting to construct a new detached accessory dwelling unit (ADU) with a front setback of six feet, where 20 feet is required, and a rear setback of three feet, where four feet is required, in the Single Family Urban Residential (R-1-U) zoning district (collectively, the “Project”) from Sharmila Subramaniam (“Applicant”), on behalf of the property owner Namit Raisurana (“Owner”), located at 598 Hamilton Avenue (APN 055-342-160) (“Property”). The Project use permit is depicted in and subject to the development plans and project description letter, which are attached hereto as Exhibit A and Exhibit B, respectively, and incorporated herein by this reference; and

WHEREAS, the Property is located in the Single Family Urban Residential (R-1-U) district. The R-1-U district supports accessory dwelling unit uses; and

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

WHEREAS, the Applicant submitted an arborist report prepared by Davey Resource Group, which was reviewed by the City Arborist and found to be in compliance with the Heritage Tree Ordinance and proposes mitigation measures to adequately protect heritage trees in the vicinity of the project; and

WHEREAS, the Project, requires discretionary actions by the City as summarized above, and therefore the California Environmental Quality Act (“CEQA,” Public Resources Code Section §21000 et seq.) and CEQA Guidelines (Cal. Code of Regulations, Title 14, §15000 et seq.) require analysis and a determination regarding the Project’s environmental impacts; and

WHEREAS, the City is the lead agency, as defined by CEQA and the CEQA Guidelines, and is therefore responsible for the preparation, consideration, certification, and approval of environmental documents for the Project; and

WHEREAS, the Project is categorically except from environmental review pursuant to Cal. Code of Regulations, Title 14, §15303 et seq. (New Construction or Conversion of Small Structures); and

WHEREAS, all required public notices and public hearings were duly given and held according to law; and

WHEREAS, at a duly and properly noticed public hearing held on January 9, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding a request to continue the Project; and

WHEREAS, at a duly and properly noticed public hearing held on January 9, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the Project Revisions.

NOW, THEREFORE, THE MENLO PARK PLANNING COMMISSION HEREBY RESOLVES AS FOLLOWS:

Section 1. Recitals. The Planning Commission has considered the full record before it, which may include but is not limited to such things as the staff report, public testimony, and other materials and evidence submitted or provided, and the Planning Commission finds the foregoing recitals are true and correct, and they are hereby incorporated by reference into this Resolution.

Section 2. Conditional Use Permit Findings. The Planning Commission of the City of Menlo Park does hereby make the following Findings:

The approval of the use permit for the construction of new detached accessory dwelling unit with modified front and rear setbacks is granted based on the following findings which are made pursuant to Menlo Park Municipal Code Section 16.82.030:

1. That the establishment, maintenance, or operation of the use applied for will, under the circumstance of the particular case, not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing in the neighborhood of such proposed use, or injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city because:
 - a. Consideration and due regard were given to the nature and condition of all adjacent uses and structures, and to general plans for the area in question and surrounding areas, and impact of the application hereon; in that, the proposed use permit is consistent with the R-1-U zoning district and the General Plan because accessory dwelling units are allowed to be constructed with modified setbacks subject to granting of a use permit and provided that the proposed residence conforms to applicable zoning standards, including, but not limited to, maximum floor area limit, and maximum building coverage.

- b. The proposed residence would include the required number of off-street parking spaces because the proposed accessory dwelling unit is located within one half mile in walking distance of public transit, pursuant to Menlo Park Municipal Code Section 16.79.080 (d)(1).
- c. The proposed Project is designed to meet all the applicable codes and ordinances of the City of Menlo Park Municipal Code and the Commission concludes that the Project would not be detrimental to the health, safety, and welfare of the surrounding community as the new residence would be located in a single-family neighborhood and designed at one story in height, minimally affecting privacy concerns and not affecting public safety in its proximity to property lines.

Section 3. Conditional Use Permit. The Planning Commission approves Use Permit No. PLN2022-00009, which use permit is depicted in and subject to the development plans and project description letter, which are attached hereto and incorporated herein by this reference as Exhibit A and Exhibit B, respectively. The Use Permit is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C.

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

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

Section 5. Severability.

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

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on January 9, 2023, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 9th day of January, 2023

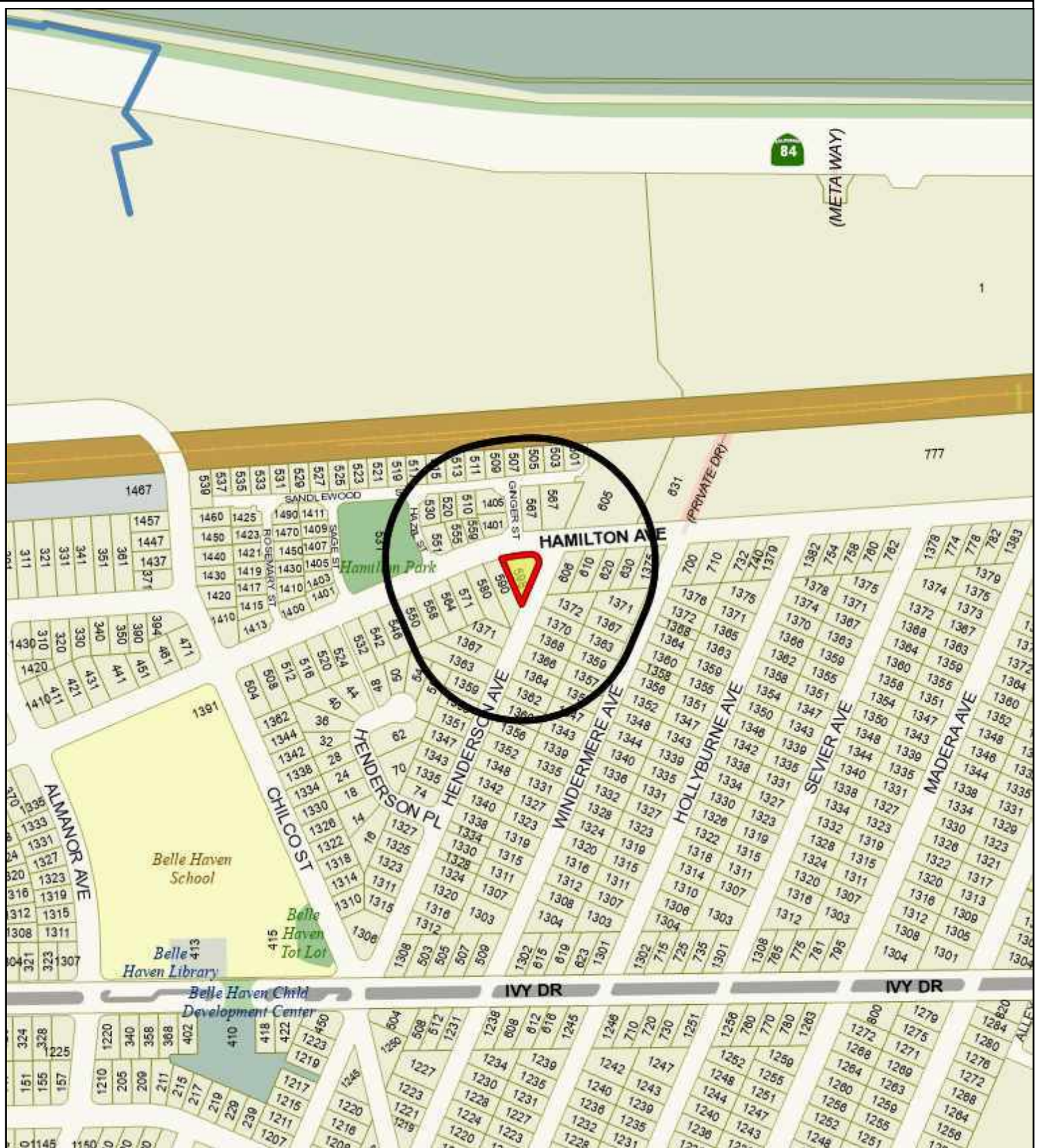
Corinna Sandmeier
Principal Planner and Planning Commission Liaison
City of Menlo Park

Exhibits

- A. Project Plans
- B. Project Description Letter
- C. Conditions of Approval

LOCATION: 598 Hamilton Avenue	PROJECT NUMBER: PLN2022-00009	APPLICANT: Sharmila Subramaniam	OWNER: Namit Raisurana
<p>PROJECT CONDITIONS:</p> <ol style="list-style-type: none"> 1. The use permit shall be subject to the following standard conditions: <ol style="list-style-type: none"> a. The applicant shall be required to apply for a building permit within one year from the date of approval (by January 9, 2024) for the use permit to remain in effect. b. Development of the project shall be substantially in conformance with the plans prepared by Sharmila Subramaniam Architects, Inc., consisting of 15 plan sheets, dated received January 4, 2023 and approved by the Planning Commission on January 9, 2023, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. c. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies’ regulations that are directly applicable to the project. d. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. e. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes. f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division. g. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits. h. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by Davey Resource Group, dated received February 22, 2022. i. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application. j. The applicant or permittee shall defend, indemnify, and hold harmless the City of Menlo Park or its agents, officers, and employees from any claim, action, or proceeding against the City of Menlo Park or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit, or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant’s or permittee’s duty to so defend, indemnify, and hold harmless shall be subject to the City’s promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City’s full cooperation in the applicant’s or permittee’s defense of said claims, actions, or proceedings. 			

LOCATION: 598 Hamilton Avenue	PROJECT NUMBER: PLN2022-00009	APPLICANT: Sharmila Subramaniam	OWNER: Namit Raisurana
PROJECT CONDITIONS: 2. The use permit shall be subject to the following <i>project-specific</i> condition: a. Prior to issuance of a building permit, the applicant shall be required to complete a nonconforming work value calculation spreadsheet, subject to review and approval of the Planning Division.			



City of Menlo Park
 Location Map
 598 Hamilton Avenue



598 Hamilton Avenue – Attachment D: Data Table

	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	11,857.0 sf	11,857.0 sf	7,000 sf min.
Lot width	n/a ft.	n/a ft.	65 ft. min.
Lot depth	n/a ft.	n/a ft.	100 ft. min.
Setbacks			
Front	22.9 ft. (Main House) 6.0 ft. (ADU)	22.9 ft.	20 ft. min. (Main House and ADU)
Rear	7.8 ft. (Main House) 3.0 ft. (ADU)	7.8 ft.	20 ft. min. (Main House) 4 ft. min (ADU)
Side (left)	2.6 ft. (Main House) 54.0 ft. (ADU)	2.6 ft.	12 ft. min. (Main House) 4 ft. min (ADU)
Side (right)	n/a ft.	n/a ft.	5 ft. min.
Building coverage*	2,935.0 sf 24.8 %	2,741.0 sf 23. % 1	4,150.0 sf max. 35 % max.
FAL (Floor Area Limit)* Square footage by floor	4,504.0 sf 1,812.0 sf/1st 1,241.0 sf/2nd 380.0 sf/greater than 12 feet 628.0 sf/garage 36.0 sf/porches 16.0 sf/fireplaces 443.0 sf/ADU	4,310.0 sf 1,812.0 sf/1st 1,241.0 sf/2nd 380.0 sf/greater than 12 feet 628.0 sf/garage 176.0 sf/carport 73.0 sf/accessory buildings 36.0 sf/porches 16.0 sf/fireplaces	4,014.3 sf max.
Square footage of buildings	4,556.0 sf	4,362.0 sf	
Building height	22.8 ft. (Main House) 13.8 ft. (ADU)	22.8 ft. (Main House)	28 ft. max. (Main House) 16 ft. max. (ADU)
Parking	2 covered	3 covered**	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			

Trees	Heritage trees***	2	Non-Heritage trees****	12	New Trees	0
	Heritage trees proposed for removal	0	Non-Heritage trees proposed for removal	2	Total Number of Trees	12

* Floor area and building coverage for the proposed project includes the ADU, which is 443.0 square feet in size and is allowed to exceed the floor area limit and maximum building coverage.

** This parking count includes the two attached garage parking spaces and the existing detached carport, which is proposed to be removed.

*** Of the two heritage trees, both are street trees located in front of the subject property.

**** Of the non-heritage trees, seven are street trees located in the public right-of-way and five located on the subject property.

RESIDENTIAL ADDITION: NEW DETACHED ADU

MENLO PARK, CALIFORNIA 94025



PLANNING DEPARTMENT

BUILDING DEPARTMENT

REVISION # 1

PROJECT INFORMATION

A.P.N.	055342160
ZONING	R-1-U
SETBACKS EXISTING MAIN HOUSE , NO CHANGE	FRONT= 20', REAR= 20', STREETSIDE = 12'
CONSTRUCTION TYPE	V-B
NUMBER OF STORIES - MAIN HOUSE	2 STORY
MAX. LOT COVERAGE	35% (4,150 SF)
FIRE SPRINKLERS	NO
LOT SIZE	11,857 SF
FLOOD DESIGNATION	AE
BASE FLOOD ELEVATION (BFE)	11.0' NAVD 88
DESIGN FLOOD ELEVATION (DFE)	12.0' NAVD 88
The project will be designed to comply with the City's Flood Damage Prevention Ordinance, Chapter 12, Section 42.	
FLOOR AREA LIMIT	4,014 SF
TOTAL EXISTING FLOOR AREA	4,310 SF
TOTAL PROPOSED FLOOR AREA (WITHOUT ADU)	4,061 SF
TOTAL PROPOSED FLOOR AREA (WITH ADU)	4,504 SF
EXISTING BUILDING COVERAGE	23.1% (2,741 SF)
PROPOSED BUILDING COVERAGE (WITHOUT ADU)	21.0% (2,492 SF)
PROPOSED BUILDING COVERAGE (WITH ADU)	24.7% (2,935 SF)
MAXIMUM HEIGHT	28'
EXISTING HEIGHT - MAIN HOUSE	22'- 9"
PROPOSED ADDITION AREA:	
PROPOSED ADU (SAME FLOOR AREA & BUILDING COVERAGE)	443 SF
PROPOSED ADU HEIGHT	14'-9" (TOP OF RIDGE)

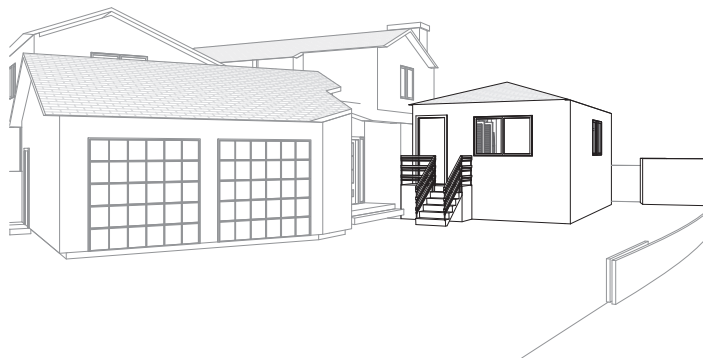
APPLICABLE CODES

2019 CALIFORNIA BUILDING CODE INCLUDING SANTA CLARA COUNTY CODE AMENDMENTS
 2019 CALIFORNIA RESIDENTIAL CODE
 2019 CALIFORNIA ELECTRICAL CODE
 2019 CALIFORNIA MECHANICAL CODE
 2019 CALIFORNIA PLUMBING CODE
 2019 CALIFORNIA ENERGY CODE
 2019 CALIFORNIA FIRE CODE
 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE
 ALL APPLICABLE LOCAL, COUNTY, STATE AND FEDERAL CODES, LAWS AND REGULATIONS

PROJECT TEAM

OWNER:	ARCHITECT:
NAMIT RAISURANA 598 HAMILTON AVENUE MENLO PARK, CA 94025 T: 925.858.5095 namitre@gmail.com	SSA, INC. SHARMILA SUBRAMANIAM 3687 SKYLINE DRIVE HAYWARD, CA 94542 T: 510.574.6559 sharmila@ssa-inc.com

STREET VIEWS



598 HAMILTON AVENUE,
MENLO PARK, CA

RESIDENTIAL ADDITION
FOR
NAMIT RAISURANA



STAMP

This sheet is not to be used for construction unless the architect's stamp & signature appear on the drawings and the status box indicates drawings have been released for construction.

These plans & prints thereof, as instruments of service, are owned by the architect and are for use on this project only. Reproduction and/or distribution without the prior written consent of the architect is forbidden.

These plans & prints must be returned to SSA on the completion of work, if requested.

Written dimensions on these drawings shall have precedence over scaled dimensions; contractor shall verify, and be responsible for, all dimensions and conditions on the job and this office must be notified of any variations from the dimensions and conditions shown on these drawings.

Shop details must be submitted to this office for review before proceeding with fabrication.

SHEET INDEX

ARCHITECTURAL	
A1.0	COVER SHEET
A1.1	AREA PLAN & STREETSCAPE ELEVATIONS
A1.2	SITE PLAN - EXISTING
A1.3	SITE PLAN - PROPOSED
A2.1	FIRST FLOOR PLAN - EXISTING
A2.2	FIRST FLOOR PLAN - PROPOSED
A2.3	FLOOR AREA DIAGRAMS
A2.4	VIEWS
A2.5	EXISTING SECOND FLOOR PLAN
A2.6	EXISTING & DEMOLITION ROOF PLAN
A2.7	PROPOSED ROOF PLAN
A3.1	EXTERIOR ELEVATIONS - EXISTING & DEMOLITION
A3.2	EXTERIOR ELEVATIONS - PROPOSED
A3.3	BUILDING SECTIONS

CIVIL	
CS-1	BOUNDARY & TOPOGRAPHIC SURVEY



SCOPE OF WORK

THIS PROJECT INCLUDES CONSTRUCTION OF A DETACHED ACCESSORY DWELLING UNIT (ADU) AT THE FRONT YARD OF AN EXISTING SINGLE-FAMILY RESIDENCE.
 REMOVE EXISTING FRONT WINDOW OF RESIDENCE & INFILL EXISTING EXTERIOR WALL. NEW DETACHED ADU COMPRISING OF BEDROOM, BATHROOM, CLOSET, LIVING ROOM & KITCHEN. NEW CEILING, LIGHTS & ROOF. NEW WINDOWS & DOORS. NEW ADU WALL ADJACENT TO EXISTING MAIN HOUSE FRONT WALL.

VICINITY MAP



PROJECT LOCATION

NOTES

ANY FRONTAGE IMPROVEMENTS WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION WILL BE REQUIRED TO BE REPLACED. ALL FRONTAGE IMPROVEMENT WORK SHALL BE IN ACCORDANCE WITH THE LATEST VERSION OF THE CITY STANDARD DETAILS.
 AN ENCROACHMENT PERMIT FROM THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES, INCLUDING UTILITY LATERALS, IN THE PUBLIC RIGHT OF WAY.

REVISIONS

No.	Description	Date

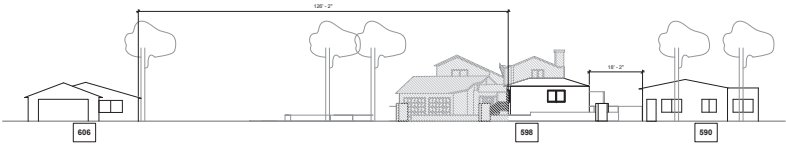
DATE	01.04.23
SCALE	
PROJECT ID	2021.23
DRAWN BY	ss

COVER SHEET

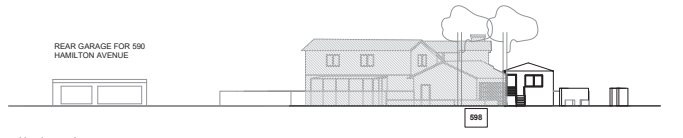
SHEET TITLE

A1.0

SHEET NO.



2 Elevation - Hamilton Avenue
1" = 20'-0"

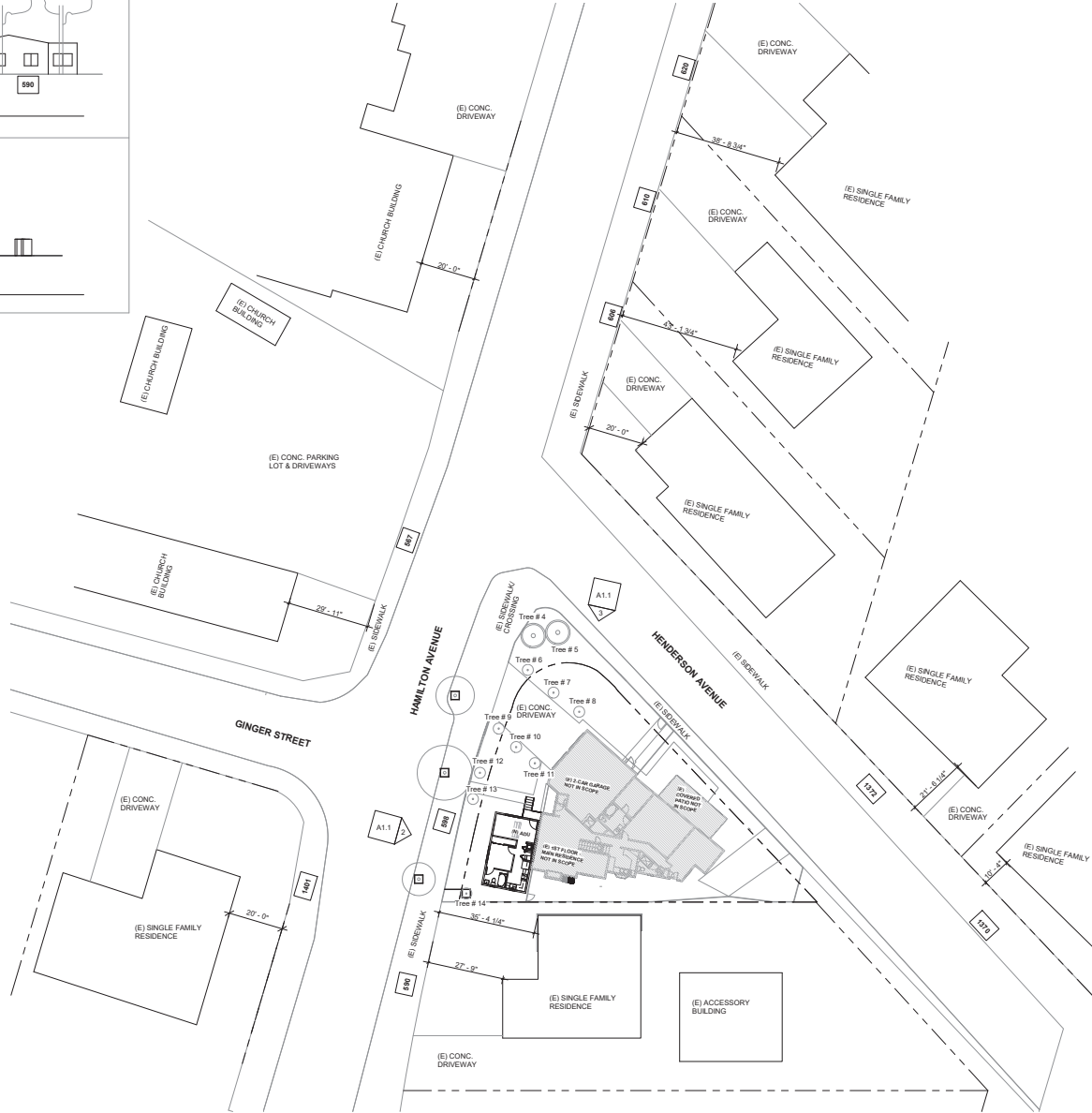


3 Elevation - Henderson Avenue
1" = 20'-0"

SITE LEGEND

- PROPERTY LINE
- NOT IN SCOPE - MAIN RESIDENCE
- (E) HERITAGE TREE
- NEW ADU - EXTERIOR FOOTPRINT AREA
- (E) NON-HERITAGE TREE

1 Area Plan - Proposed
1" = 20'-0"



3807 S.W. HE DRIVE,
15150 S.W. 100th
E, Hawthorn, OR 97122



**598 HAMILTON AVENUE,
MENLO PARK, CA**

**RESIDENTIAL ADDITION
FOR
NAMIT RAISURANA**



STAMP

This sheet is not to be used for construction unless the architect's stamp and signature appear on the drawing and the status box indicates drawings have been released for construction.

These plans and prints thereof, as instruments of service, are owned by the architect and are for use on this project only. Reproduction and/or distribution without the prior written consent of the architect is forbidden.

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Shop details must be submitted to this office for review before proceeding with fabrication.

REVISIONS

No.	Description	Date

DATE	01.03.23
SCALE	As indicated
PROJECT ID	2021.23
DRAWN BY	Author

**AREA PLAN &
STREETSCAPE
ELEVATIONS**

SHEET TITLE

A1.1

SHEET NO.

3807 S.W. H.E. DRIVE,
15100 S.W. 24TH AVE.,
SUNNYVALE, CA 94086
E: sharma@ssa-inc.com



598 HAMILTON AVENUE,
MENLO PARK, CA

RESIDENTIAL ADDITION
FOR
NAMIT RAISURANA



STAMP

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REVISIONS

No.	Description	Date

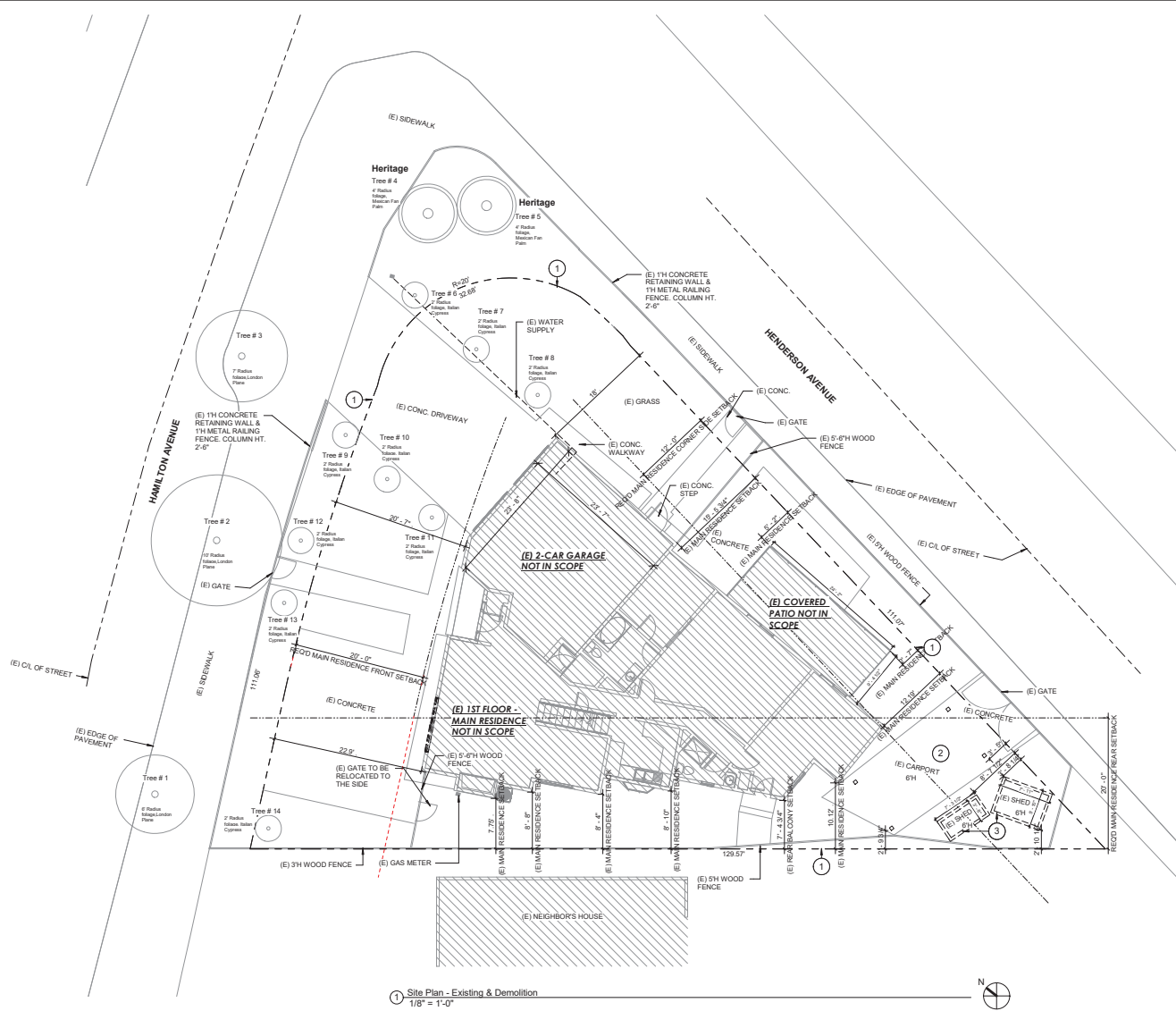
DATE	01.03.23
SCALE	As indicated
PROJECT ID	2021.23
DRAWN BY	Author

SITE PLAN - EXISTING

SHEET TITLE

A1.2

SHEET NO.



NOTE: NON-CONFORMING WALLS OF THE EXISTING RESIDENCE CANNOT BE RESULT IF DEMOLISHED PAST THEIR FRAMING MEMBERS.

1 Site Plan - Existing & Demolition
1/8" = 1'-0"



Site Analysis - Zoning: R-1-U

LOT AREA:	11,857 SF
EXISTING MAIN HOUSE (NOT IN SCOPE) TOTAL AREA:	4,177 SF
EXISTING PARKING:	2 Covered in Garage
PROPOSED ADU AREA:	443 SF
LAND COVERED BY EXISTING STRUCTURES:	2,741 SF (23.1%)
PERVIOUS SURFACES:	1,885 SF
CONCRETE SURFACES:	2,158 SF
TOTAL IMPERVIOUS SURFACE (STRUCTURES + CONCRETE)	6,764 SF
ALL GRADES TO REMAIN NATURAL	

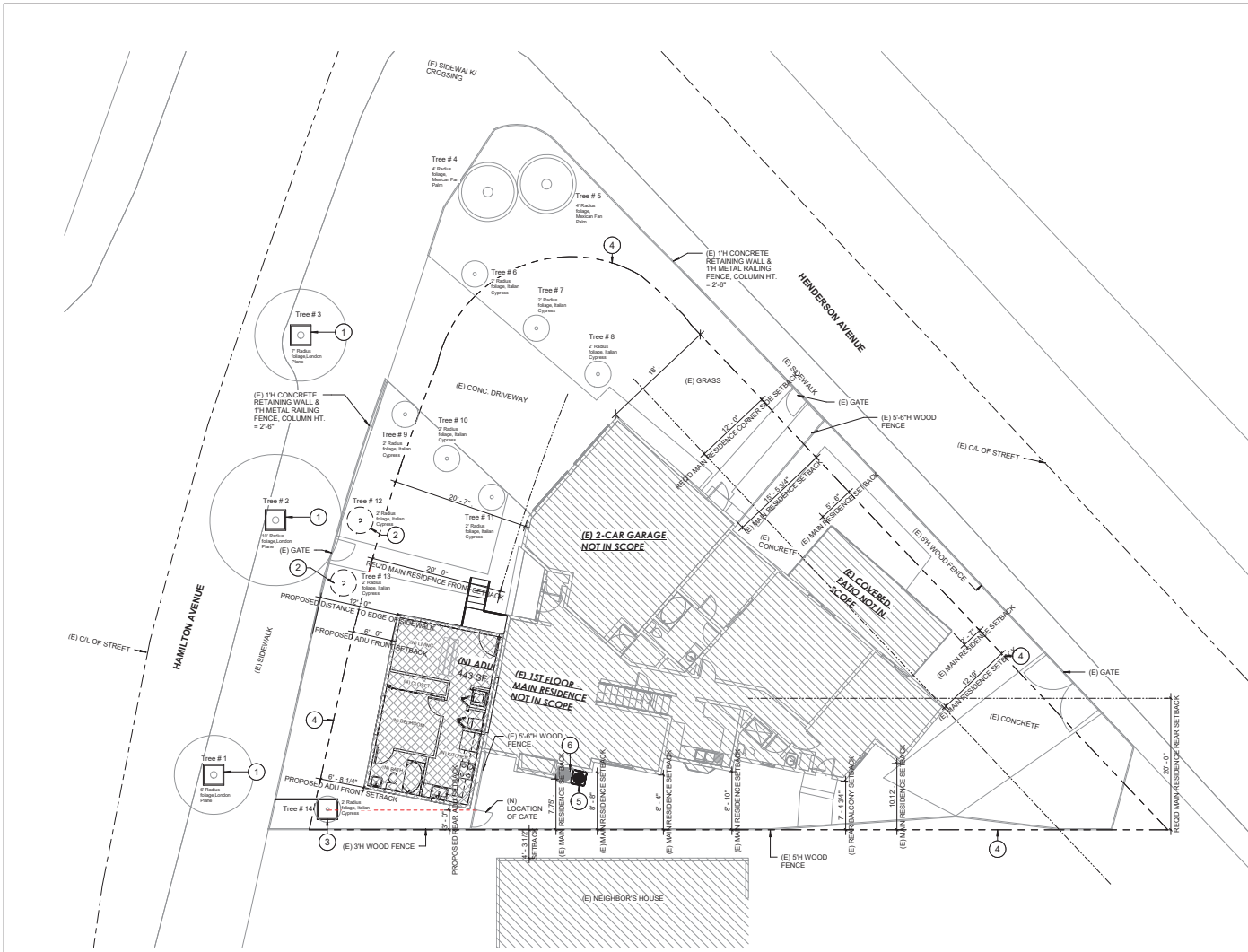
Keynotes

- PROPERTY LINE.
- REMOVE (E) CARPORT ENTIRELY.
- REMOVE (E) SHED ENTIRELY.

Indicated by (X) on the plans

Legend

	PROPERTY LINE		(E) HERITAGE TREE
	NOT IN SCOPE - MAIN RESIDENCE		(E) NON-HERITAGE TREE
	NEW ADU - EXTERIOR FOOTPRINT AREA		



NOTE: NON-CONFORMING WALLS OF THE EXISTING RESIDENCE CANNOT BE REBUILT IF DEMOLISHED PAST THEIR FRAMING MEMBERS.

1 Site Plan - Proposed
1/8" = 1'-0"



Parking Requirement for (N) ADU

PER 16.79.080 (9)(1) OF THE ZONING ORDINANCE, THE PROPERTY IS LOCATED WITHIN A 1/2 MILE OF PUBLIC TRANSIT, NOTABLY THE DUMBARTON EXPRESS (BUS) STOP LOCATED AT THE INTERSECTION OF HAMILTON AVENUE AND WILLOW ROAD.
HENCE NO PARKING REQUIRED.

Keynotes

- 1 (N) 6" H TEMPORARY CHAIN LINK FENCING AROUND TREE WELLS.
- 2 REMOVE (E) TREE & TRUNK ENTIRELY.
- 3 (N) 6" H TEMPORARY CHAIN LINK FENCING ALONG TPZ (CONNECT TO EXISTING FENCE ALONG SIDEWALK). ARBORIST SUPERVISION FOR EXCAVATION WITHIN THE TPZ.
- 4 PROPERTY LINE.
- 5 (N) AC HEAT PUMP CONDENSER FOR ADU. NOISE LEVEL = 50 DBA.
- 6 (E) AC HEAT PUMP CONDENSER FOR MAIN RESIDENCE, NOISE LEVEL = 50 DBA.

Indicated by (X) on the plans

Legend

- PROPERTY LINE
- [Hatched Box] NOT IN SCOPE - MAIN RESIDENCE
- [Dotted Box] NEW ADU - EXTERIOR FOOTPRINT AREA
- (O) (E) HERITAGE TREE
- (O) (E) NON-HERITAGE TREE

Arborist's Conclusions & Recommendations

Based on visual evaluations and the impacts of proposed development, all trees that have the potential to be impacted may be retained.

- Three (3) trees are considered city-maintained street trees (trees #1-3) and two (2) trees are considered Heritage trees (trees #4-5). The total replacement cost for the Heritage trees was \$13,700.00, and was the total replacement cost for the street trees was \$5,840.00 (appraisal values can be found in Appendix C).
- Trees #1-3 were in good health with good structure and were located in tree wells along Hamilton Avenue. The proposed foundation of the new ADU will be approximately 13 feet from tree #1, 12.5 feet from tree #2, and over 20 feet from tree #3. Impacts to the trees should be minimal. Tree protection fencing should be installed along TPZ enclosing each tree well and allowing for pedestrian and vehicle access on the sidewalk and street.
- Tree #4-5 are Heritage Mexican fan palms located in the frontside lawn, and are in good health with good structure and are over 25 feet from any excavation. Impacts will be minimal to none. Tree protection fencing should be installed along the driveway (east edge) and connect to the front fence and corner of garage.
- Trees #6-8 are Italian cypresses, maintained as hedges/screening. The trees are in good health with fair structure. Impacts will be minimal to none. Tree protection fencing should be installed along the driveway (west edge) and connect to the front fence and corner of garage.
- Trees #9-11 are Italian cypresses, maintained as hedges/screening. The trees are in good health with fair structure. Impacts will be minimal. Tree protection fencing should be installed along the driveway (west edge) and along the TPZ on the west side of the trees, enclosing the trees together.
- Trees #12-13 are Italian cypress, maintained as hedges/screening. The trees are in good health with fair structure. Impacts will be severe to moderate. The trees will require removal for the project. No permit is required.
- 1 Dr. Kim D. Cofer, University of Georgia June 1998
- Tree #14 is an Italian cypress in good health with good structure. Impacts may be severe to moderate. Tree protection fencing should be installed along the TPZ and moved in when excavation is to occur in the TPZ, and moved to the farthest extent possible when excavation is complete. Excavation will occur within 6 feet of the trunk and should be done under arborist supervision. Exploratory trenching should be done to determine the root quantity and size in the area. Any roots over 2 inches in diameter should only be removed with the approval of the onsite arborist, and if substantial roots are discovered the arborist may recommend the removal of the tree if design plans cannot be changed.
- TPZ fencing should be 6 feet in height, constructed of chain link fencing. The fencing may be moved within the driveway if directed by the on-site or City Arborist but cannot be moved to within 2 feet of the trunk. Fence posts must be 2 inches in diameter and galvanized, and installed 2 feet below grade. Posts may be movable rather than below grade and may not be spaced more than 10 feet apart. Signs must be posted stating "TREE PROTECTION FENCE - DO NOT MOVE OR REMOVE WITHOUT APPROVAL FROM CITY ARBORIST". The fence may not be moved without authorization from the on-site or City Arborist.
- TPZ fencing must be in place before any equipment is on-site, and it must be inspected by a Certified Arborist who shall provide a verification letter summarizing the conditions. The fencing must remain in place for the entirety of the project and only removed, temporarily or otherwise, by a Certified Arborist while activities are directly supervised, and replaced immediately after.
- Monitoring of the tree protection specifications by an ISA Certified Arborist or ASCA Registered Consulting Arborist is required at monthly intervals.
- No material shall be stored, nor concrete basins washed, or any chemical materials or paint stored within the CRZ of trees, and no construction chemicals or paint should be released into landscaped areas, as these can be toxic to trees and contaminate soil.
- After construction is complete, the property owner should monitor the trees for at least one year and contact a Certified Arborist to inspect if any lean, limb die-back, leaf drop, or foliage discoloration develops.

9800 S.W. WHEAT DRIVE
1310 W. 130th AVE
Eugene, OR 97403
Email: info@ssa-eugene.com

**598 HAMILTON AVENUE,
MENLO PARK, CA**

**RESIDENTIAL ADDITION
FOR
NAMIT RAISURANA**



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REVISIONS

No.	Description	Date

DATE 01.03.23
SCALE As indicated
PROJECT ID 2021.23
DRAWN BY Author

SITE PLAN - PROPOSED

SHEET TITLE
A1.3
SHEET NO.

3807 S.W. H.E. DRIVE,
1510 S.W. 103RD CO
Eunomia@ssa-inc.com



**598 HAMILTON AVENUE,
MENLO PARK, CA**

RESIDENTIAL ADDITION
FOR
NAMIT RAISURANA



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REVISIONS

No.	Description	Date

DATE 01.03.23

SCALE 1/4" = 1'-0"

PROJECT ID 2021.23

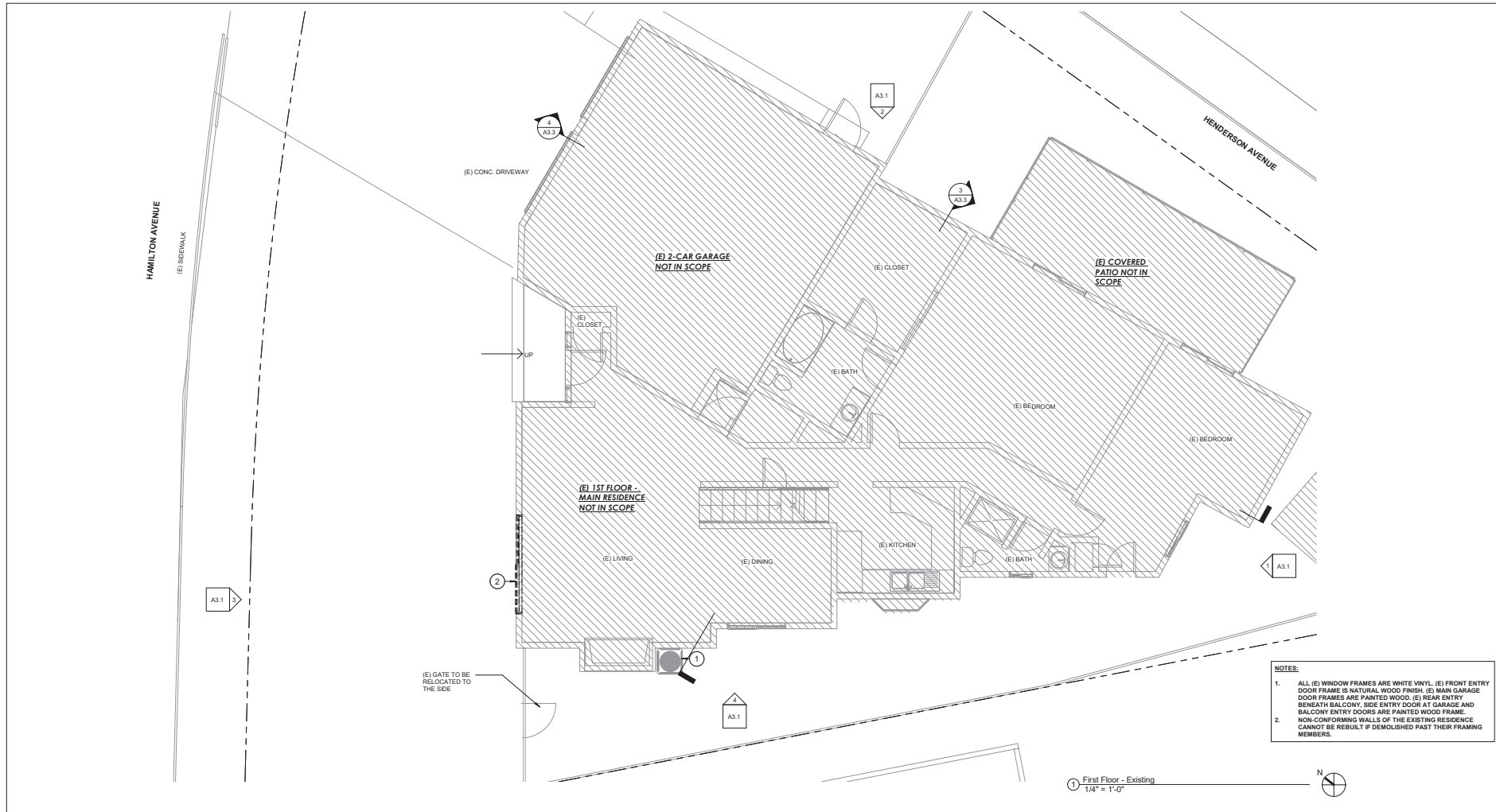
DRAWN BY Author

FIRST FLOOR PLAN - EXISTING

SHEET TITLE

A2.1

SHEET NO.



- NOTES:**
- ALL (E) WINDOW FRAMES ARE WHITE VINYL. (E) FRONT ENTRY DOOR FRAME IS NATURAL WOOD FINISH. (E) MAIN GARAGE DOOR FRAMES ARE PAINTED WOOD. (E) REAR ENTRY BENEATH BALCONY, SIDE ENTRY DOOR AT GARAGE AND BALCONY ENTRY DOORS ARE PAINTED WOOD FRAME. NON-CONFORMING WALLS OF THE EXISTING RESIDENCE CANNOT BE REBUILT IF DEMOLISHED PAST THEIR FRAMING MEMBERS.
 - (N) AC HEAT PUMP CONDENSER FOR ADU NOISE LEVEL = 50 DBA.

- General Notes**
- A SPHERE 4" IN DIAMETER MAY NOT PASS THROUGH RAIL.
 - A GRASPABLE HANDRAIL EXTENDING 6" PAST THE TOP AND BOTTOM RISERS 34"-38" ABOVE THE STAIR NOSING IS REQUIRED AT STAIRS HAVING THREE OR MORE RISERS. IN A SINGLE FAMILY DWELLING, THE GUARDRAIL HEIGHT AT THE STAIRS MAY MATCH THE HANDRAIL HEIGHT, AND A 6" SPHERE MAY PASS THROUGH AT THE STAIR TREAD.
 - SHOWER FLOOR AND WALLS WITH INSTALLED SHOWER HEADS AND IN SHOWER COMPARTMENTS SHALL BE FINISHED WITH A NONABSORBENT SURFACE. SUCH WALL SURFACES SHALL EXTEND TO A HEIGHT OF NOT LESS THAN 6 FEET ABOVE THE FLOOR. CRC R307.2 & R702.3.8.1.
 - THE BLUE BOARD SHALL BE USED IN SHOWER AREA ADDITIONALLY.
 - SHOWERS SHALL BE EQUIPPED W/ A PRESSURE/BALANCE THERMOSTATIC MIXING VALVE. MAX. FLOW OF ANY SHOWER HEADS OR HANDHELD OUTLETS CONTROLLED BY DIVERTER VALVE SHALL BE 1.8 GPM COMBINED.
 - THE SHOWER DOOR SHALL BE TEMPERED GLASS. CRC R308.4.1.
 - (N) SHOWER COMPARTMENTS SHALL HAVE A MIN. FINISHED DAM, CURB, OR THRESHOLD NOT LESS THAN 2" OR EXCEEDING 9" IN DEPTH, W/ AN INTERIOR OF 1,024 SQ. IN. & SHALL ALSO BE CAPABLE OF ENCOMPASSING A 30" DIA. CIRCE MEASURED TO THE CENTER OF THE THRESHOLD. SHOWER ENTRANCE SHALL BE PROVIDED WITH A MIN. 22" CLR. OPENING & W/ A DOOR SLIDING OR OUTWARD SWINGING. ANY GLAZING WITHIN 60" RADIUS OF TUB/SHOWER ENCLOSURES SHALL BE TEMPERED SAFETY GLASS. THE SHOWER DOOR SHALL BE TEMPERED GLASS. CRC R308.4.1.
 - ALL EXISTING NON-COMPLIANT PLUMBING FIXTURES (BASED ON WATER EFFICIENCY TABLE) THROUGHOUT THE HOUSE SHALL BE UPGRADED PER THE WATER CONSERVING FIXTURE CHART/ TABLE SHOWN ON PLUMBING PLAN.
 - THE DECK SHOULD SLOPE 1/4":1" TO DRAIN.
 - ALL PENETRATIONS OR OPENINGS IN CONSTRUCTION ASSEMBLIES FOR PIPING, ELECTRICAL DEVICES, RECESSED CABINETS, BATHTUBS, SOFFITS OR HEATING, VENTILATING OR EXHAUST DUCTS SHALL BE SEALED, LINED, INSULATED FOR A STC RATING OF MIN. 50.
 - ALL PENETRATIONS SHALL BE PROTECTED BY FIRESTOP SYSTEM. SEE DETAILS SHEET.
 - ALL (N) EXTERIOR WALLS WILL HAVE (N) ONE LAYER OF NO.15 ASPHALT FELT, FREE FROM HOLES & BREAKS, COMPLYING W/ ASTM D226 FOR TYPE 1 FELT APPLIED OVER STUDS OR SHEATHING.
 - RANGE HOODS SHALL BE SIZED PER THE MANUFACTURER'S SPECIFICATIONS FOR THE APPLIANCE SERVED & CABINETS SHALL MEET ALL CLEARANCES HORIZONTALLY & VERTICALLY PER LISTING.
 - ALL (N) EXTERIOR WALLS TO RECEIVE (N) STUCCO FINISH AND PAINT TO MATCH (E) HOUSE.

- Keynotes**
- Indicated by (X) → on the plans
- (N) AC HEAT PUMP CONDENSER FOR ADU NOISE LEVEL = 50 DBA.
 - REMOVE (E) WINDOW, FRAME & HARDWARE ENTIRELY. PATCH, REPAIR & INFILL WALL AS NEEDED FOR (N) 1-HR RATED ASSEMBLY.

Legend

	EXISTING WALL TO REMAIN		NEW DOOR, SEE SCHEDULE
	EXISTING NON-BEARING WALL OR WALL FURRING TO BE DEMOLISHED		NEW WINDOW, SEE SCHEDULE
	EXISTING WINDOW TO BE DEMOLISHED (INCLUDING FRAME)		DOOR TAG, SEE SCHEDULE
	EXISTING DOOR TO BE DEMOLISHED (INCLUDING FRAME)		WINDOW TAG, SEE SCHEDULE
	NOT IN SCOPE		CARBON MONOXIDE ALARM (NO COMBINATION ALARMS)
	NEW FULL HEIGHT WALL: 2x DF @ 16" O.C. W/ 3/4" THK. SOUND ATTENUATION GLASS FIBER BATT INSULATION. STC RATING 50 W/ 5/8" CYP. BD. BOTH SIDES U.O.N. AT TILED WALLS USE 5/8" CEMENT BD. U.O.N. PROVIDE LEVEL 4 SMOOTH FINISH. PAINT P1 U.O.N.		SMOKE ALARM (PHOTOELECTRIC) HARD WIRED, INTERCONNECTED
			NEW 1-HR RATED WALL. SEE DETAIL ON A5.1

3907 S.W. 16th DRIVE,
 15101 SW 15th AVE
 Edinburg, TX 78541
 Edinburg@ssa-inc.com



598 HAMILTON AVENUE,
 MENLO PARK, CA

RESIDENTIAL ADDITION
 FOR
 NAMIT RAISURANA



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REVISIONS

No.	Description	Date

DATE 01.04.23

SCALE 1/4" = 1'-0"

PROJECT ID 2021.23

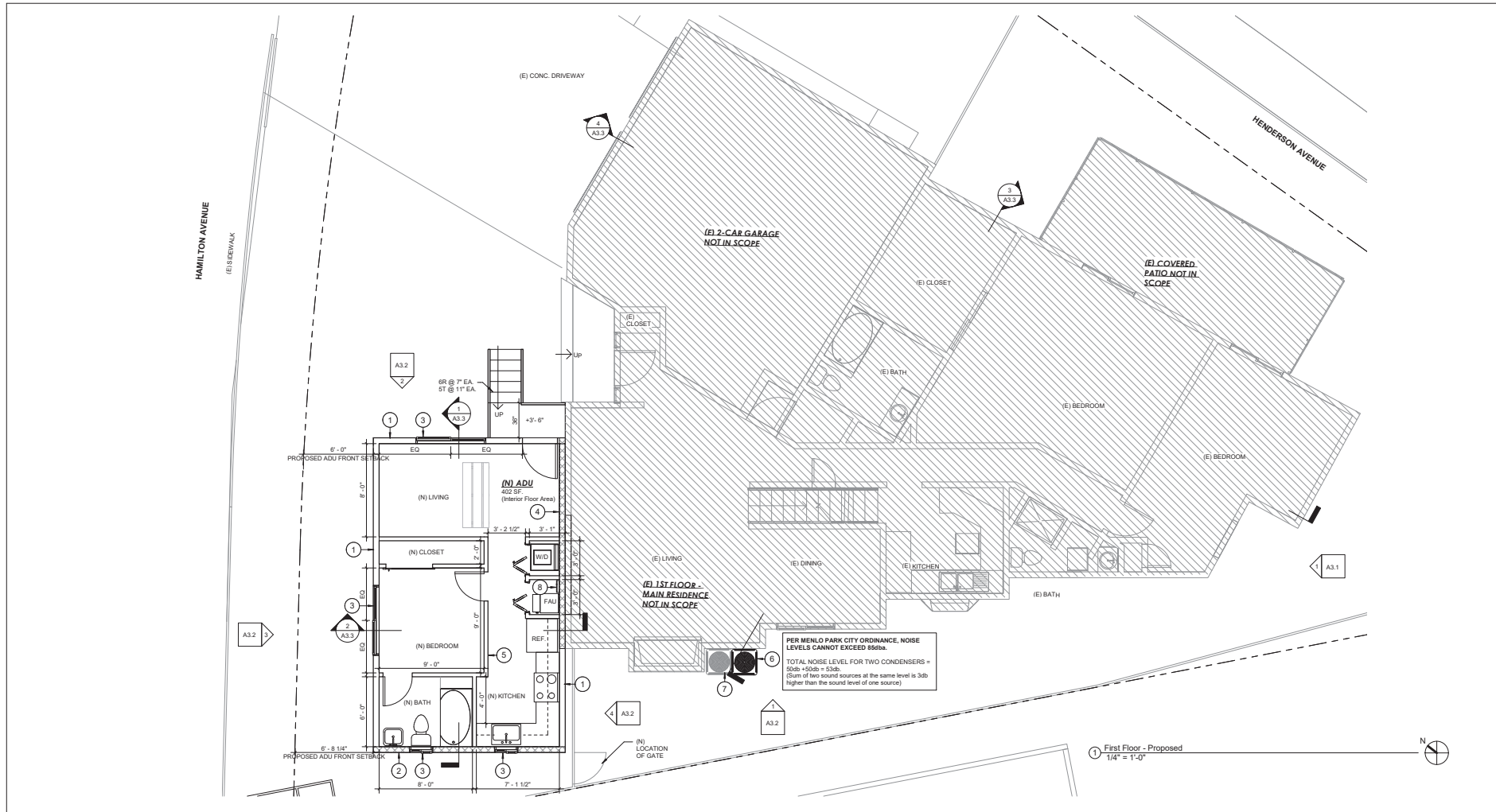
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FIRST FLOOR PLAN - PROPOSED

SHEET TITLE

A2.2

SHEET NO.



- General Notes**
1. A SPHERE 4" IN DIAMETER MAY NOT PASS THROUGH RAIL.
 2. A GRASPABLE HANDRAIL EXTENDING 6" PAST THE TOP AND BOTTOM RISERS 34"-38" ABOVE THE STAIR NOSING IS REQUIRED AT STAIRS HAVING THREE OR MORE RISERS. IN A SINGLE FAMILY DWELLING, THE GUARDRAIL HEIGHT AT THE STAIRS MAY MATCH THE HANDRAIL HEIGHT, AND A 6" SPHERE MAY PASS THROUGH AT THE STAIR TREAD.
 3. SHOWER FLOOR AND WALLS WITH INSTALLED SHOWER HEADS AND IN SHOWER COMPARTMENTS SHALL BE FINISHED WITH A NONABSORBENT SURFACE. SUCH WALL SURFACES SHALL EXTEND TO A HEIGHT OF NOT LESS THAN 6 FEET ABOVE THE FLOOR. CRC R307.2 & R702.3.8.1.
 4. THE BLUE BOARD SHALL BE USED IN SHOWER AREA ADDITIONALLY.
 5. SHOWERS SHALL BE EQUIPPED W/ A PRESSURE/BALANCE THERMOSTATIC MIXING VALVE, MAX. FLOW OF ANY SHOWER HEADS OR HANDHELD OUTLETS CONTROLLED BY DIVERTER VALVE SHALL BE 1.8 GPM COMBINED.
 6. THE SHOWER DOOR SHALL BE TEMPERED GLASS. CRC R308.4.1.
 7. (N) SHOWER COMPARTMENTS SHALL HAVE A MIN. FINISHED DAM, CURB, OR THRESHOLD NOT LESS THAN 2" OR EXCEEDING 9" IN DEPTH, W/ AN INTERIOR OF 1,024 SQ. IN. & SHALL ALSO BE CAPABLE OF ENCOMPASSING A 30" DIA. CIRCE MEASURED TO THE CENTER OF THE THRESHOLD. SHOWER ENTRANCE SHALL BE PROVIDED WITH A MIN. 22" CLR. OPENING & W/ A DOOR SLIDING OR OUTWARD SWINGING. ANY GLAZING WITHIN 60" RADIUS OF TUB/SHOWER ENCLOSURES SHALL BE TEMPERED SAFETY GLASS. THE SHOWER DOOR SHALL BE TEMPERED GLASS. CRC R308.4.1.
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 9. THE DECK SHOULD SLOPE 1/4":1" TO DRAIN.
 10. ALL PENETRATIONS OR OPENINGS IN CONSTRUCTION ASSEMBLIES FOR PIPING, ELECTRICAL DEVICES, RECESSED CABINETS, BATHTUBS, SOFFITS OR HEATING, VENTILATING OR EXHAUST DUCTS SHALL BE SEALED, LINED, INSULATED FOR A STC RATING OF MIN. 50.
 11. ALL PENETRATIONS SHALL BE PROTECTED BY FIRESTOP SYSTEM. SEE DETAILS SHEET.
 12. ALL (N) EXTERIOR WALLS WILL HAVE (N) ONE LAYER OF NO.15 ASPHALT FELT, FREE FROM HOLES & BREAKS, COMPLYING W/ ASTM D226 FOR TYPE 1 FELT APPLIED OVER STUDS OR SHEATHING.
 13. RANGE HOODS SHALL BE SIZED PER THE MANUFACTURER'S SPECIFICATIONS FOR THE APPLIANCE SERVED & CABINETS SHALL MEET ALL CLEARANCES HORIZONTALLY & VERTICALLY PER LISTING.
 14. ALL (N) EXTERIOR WALLS TO RECEIVE (N) STUCCO FINISH AND PAINT TO MATCH (E) HOUSE.

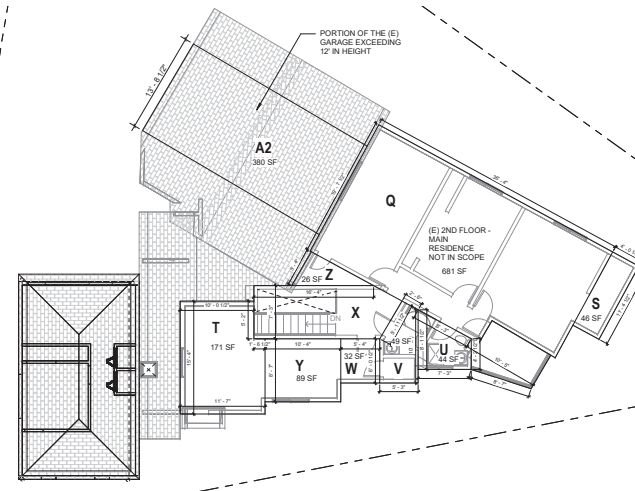
- Keynotes**
- Indicated by (X) → on the plans
- 1 (N) 2X @ 16" O.C. DF STUD WALL TYP., S.S.D. R19 BATT INSULATION TO BE INSTALLED IN ALL (N) EXTERIOR WALLS. (N) STUCCO TO MATCH FINISH OF (E) MAIN HOUSE EXTERIOR WALLS.
 - 2 (N) 1-HR FIRE RATED WALL CONTINUOUS FROM FLOOR TO ROOF.
 - 3 (N) JELD-WEN VINYL GLASS SLIDING WINDOW, MATCH FRAME COLOR TO (E) MAIN HOUSE WINDOWS.
 - 4 (N) 1-HR FIRE RATED ASSEMBLY AT (N) ADU ADJACENT TO (E) MAIN HOUSE WALL.
 - 5 (N) 2X @ 16" O.C. DF STUD WALL TYP., S.S.D. R19 BATT INSULATION TO BE INSTALLED IN ALL (N) INTERIOR WALLS. (N) GYP. BD. FINISH & PAINT.
 - 6 (N) AC HEAT PUMP CONDENSER FOR ADU NOISE LEVEL = 50 DBA.
 - 7 (E) AC HEAT PUMP CONDENSER FOR MAIN RESIDENCE, NOISE LEVEL = 50 DBA.
 - 8 (N) TANKLESS WATER HEATER, MANUFACTURER: RHEEM, 9.5 GPM, NATURAL GAS INDOOR.

Legend

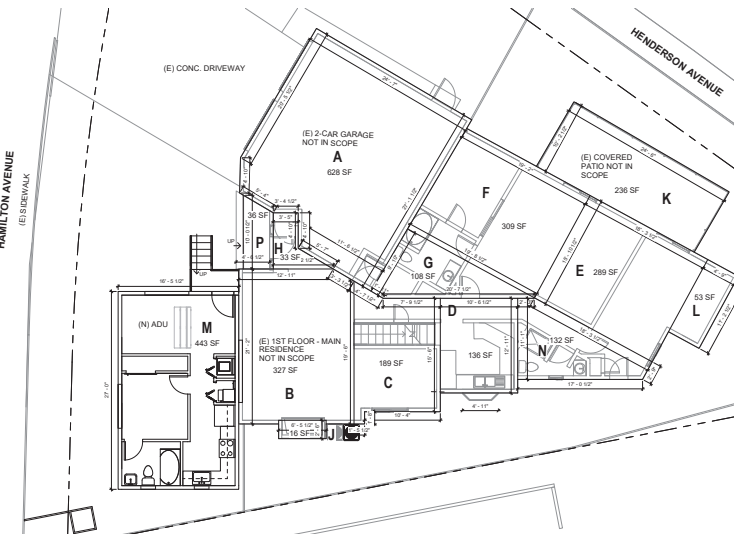
- EXISTING WALL TO REMAIN
- EXISTING NON-BEARING WALL OR WALL FURRING TO BE DEMOLISHED
- EXISTING WINDOW TO BE DEMOLISHED (INCLUDING FRAME)
- EXISTING DOOR TO BE DEMOLISHED (INCLUDING FRAME)
- NOT IN SCOPE
- NEW FULL HEIGHT WALL: 2x DF @ 16" O.C. W/ 3/4" THK. SOUND ATTENUATION GLASS FIBER BATT INSULATION, STC RATING 50 W/ 5/8" GYP. BD. BOTH SIDES U.O.N. AT TILED WALLS USE 5/8" CEMENT BD. U.O.N. PROVIDE LEVEL 4 SMOOTH FINISH. PAINT P1 U.O.N.
- NEW DOOR, SEE SCHEDULE
- NEW WINDOW, SEE SCHEDULE
- DOOR TAG, SEE SCHEDULE
- WINDOW TAG, SEE SCHEDULE
- CARBON MONOXIDE ALARM (NO COMBINATION ALARMS)
- SMOKE ALARM (PHOTOELECTRIC) HARD WIRED, INTERCONNECTED
- NEW 1-HR RATED WALL. SEE DETAIL ON A5.1

FLOOR AREA LIMIT CALCULATION

AREA	DIMENSIONS	SF	
FLOOR AREA LIMIT = 2,800 SF + 25% (11,857 SF - 7,000 SF) = 4,014 SF			
MAXIMUM BUILDING COVERAGE = 35% (11,857 SF) = 4,150 SF			
EXISTING FIRST FLOOR AREA = 2,440 SF			
A		628 SF	
B		327 SF	
C		189 SF	
D		136 SF	
E	DIMENSIONS ON PLAN AREA BOUNDARIES	289 SF	
F		309 SF	
G		108 SF	
H		33 SF	
K		236 SF	
L		53 SF	
N		132 SF	
TOTAL EXISTING FIRST FLOOR		2,440 SF	
EXISTING CARPORT AND ACCESSORY BUILDINGS = 249 SF			
CARPORT		9' - 5 1/2" X 18' - 6"	176 SF
SMALL SHED	7' - 3 1/2" X 3' - 8"	27 SF	
LARGE SHED	7' - 11" X 5' - 10"	46 SF	
TOTAL CARPORT AND ACCESSORY BUILDINGS		249 SF	
EXISTING GARAGE AREA GREATER THAN 12 FEET (AREA A2) = 380 SF			
EXISTING SECOND FLOOR AREA = 1,241 SF			
Q		681 SF	
S		46 SF	
T		171 SF	
U		44 SF	
V	DIMENSIONS ON PLAN AREA BOUNDARIES	49 SF	
W		32 SF	
X (NOT INCLUDING STAIRCASE)		103 SF	
Y		89 SF	
Z		26 SF	
TOTAL EXISTING SECOND FLOOR		1,241 SF	
TOTAL EXISTING FLOOR AREA = 4,310 SF			
(TOTAL 1ST FLOOR + TOTAL CARPORT AND ACCESSORY BUILDINGS + GARAGE GREATER THAN 12' + TOTAL 2ND FLOOR = 2,440 SF + 249 SF + 380 SF + 1,241 SF = 4,310 SF)			
TOTAL EXISTING BUILDING COVERAGE = 2,741 SF			
TOTAL EXISTING 1ST FLOOR		2,440 SF	
TOTAL CARPORT AND ACCESSORY BUILDINGS		249 SF	
J	6' - 5 1/2" X 2' - 6"	16 SF	
P (COVERED PORCH)		36 SF	
TOTAL EXISTING BUILDING COVERAGE		2,741 SF	
PROPOSED ADU (AREA M) = 443 SF (SAME FLOOR AREA AND BUILDING COVERAGE FOR ADU)			
TOTAL PROPOSED FLOOR AREA = 4,061 SF + 443 SF = 4,504 SF			
TOTAL EXISTING 1ST FLOOR		2,440 SF	
TOTAL GARAGE GREATER THAN 12'		380 SF	
TOTAL 2ND FLOOR		1,241 SF	
TOTAL PROPOSED FLOOR AREA		4,061 SF	
TOTAL PROPOSED FLOOR AREA WITH ADU		4,504 SF	
TOTAL PROPOSED BUILDING COVERAGE = 2,741 SF + 443 SF = 2,935 SF			
TOTAL EXISTING 1ST FLOOR		2,440 SF	
J + P		52 SF	
TOTAL PROPOSED BUILDING COVERAGE		2,492 SF	
TOTAL PROPOSED BUILDING COVERAGE WITH ADU		2,935 SF	



② (E) Second Floor - F.A.L.
1/8" = 1'-0"



① First Floor - F.A.L.
1/8" = 1'-0"

**598 HAMILTON AVENUE,
MENLO PARK, CA**

**RESIDENTIAL ADDITION
FOR
NAMIT RAISURANA**



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REVISIONS		
No.	Description	Date

DATE	01.04.23
SCALE	1/8" = 1'-0"
PROJECT ID	2021.23
DRAWN BY	Author

FLOOR AREA DIAGRAMS

SHEET TITLE

A2.3
SHEET NO.

3607 SANTA FE DRIVE
 15101 SHERBORN
 15101 SHERBORN
 Esham@ssa-inc.com



**598 HAMILTON AVENUE,
 MENLO PARK, CA**

**RESIDENTIAL ADDITION
 FOR
 NAMIT RAISURANA**



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REVISIONS

No.	Description	Date

DATE 01.03.23

SCALE

PROJECT ID 2021.23

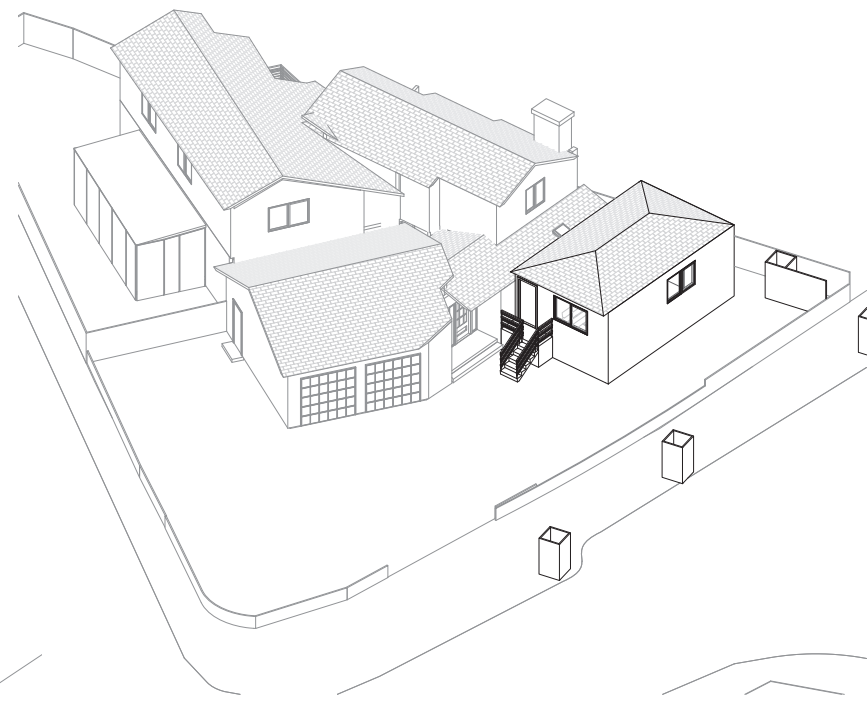
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VIEWS

SHEET TITLE

A2.4

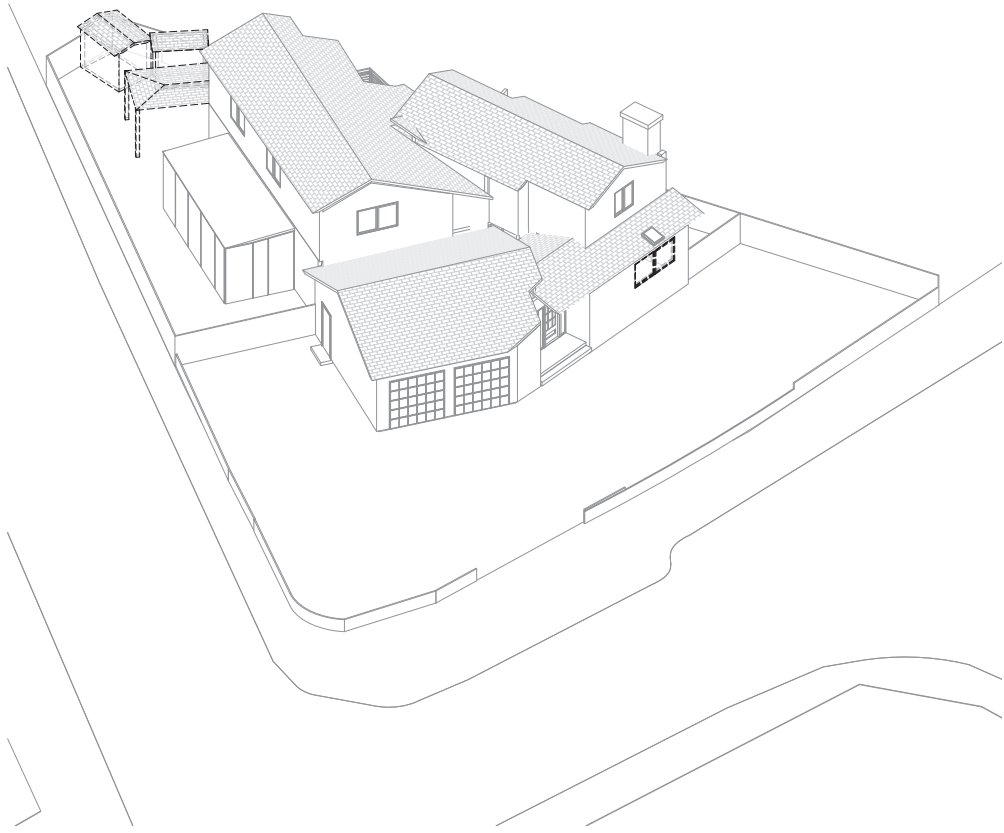
SHEET NO.



1 PROPOSED ADU FRONT VIEW



3 PROPOSED ADU SIDE VIEW



2 EXISTING & DEMOLITION

3807 S.W. 16th DRIVE
 15103 S.W. 16th AVE
 15103 S.W. 16th AVE
 Emma@ssa-inc.com



598 HAMILTON AVENUE,
 MENLO PARK, CA

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 NAMIT RAISURANA



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DATE 01.03.23

SCALE 1/4" = 1'-0"

PROJECT ID 2021.23

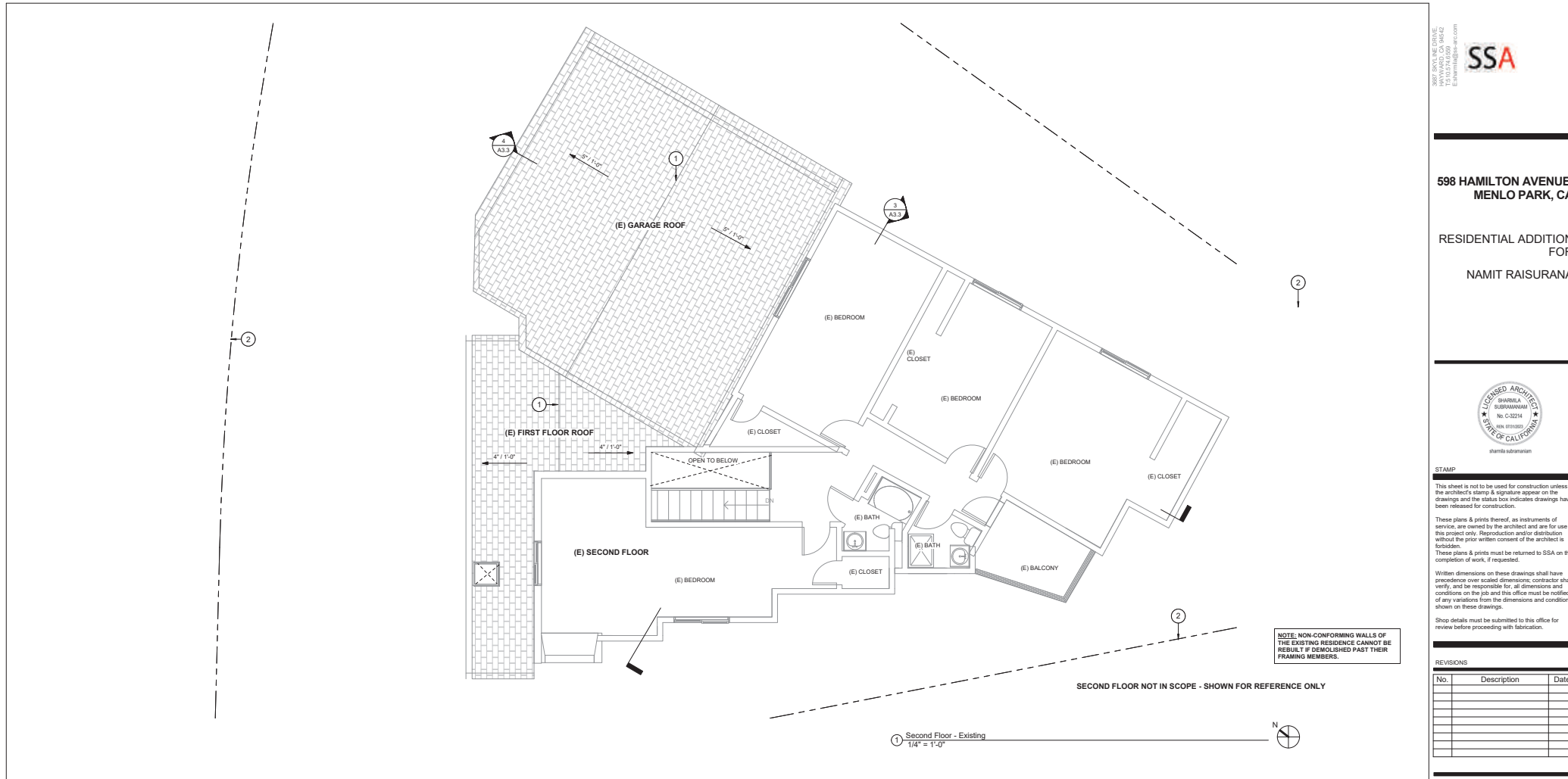
DRAWN BY Author

EXISTING SECOND FLOOR PLAN

SHEET TITLE

A2.5

SHEET NO.



- General Notes**
- A SPHERE 4" IN DIAMETER MAY NOT PASS THROUGH RAIL.
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 - SHOWERS SHALL BE EQUIPPED W/ A PRESSURE/BALANCE THERMOSTATIC MIXING VALVE. MAX. FLOW OF ANY SHOWER HEADS OR HANDHELD OUTLETS CONTROLLED BY DIVERTER VALVE SHALL BE 1.8 GPM COMBINED.
 - THE SHOWER DOOR SHALL BE TEMPERED GLASS. CRC R308.4.1.
 - (N) SHOWER COMPARTMENTS SHALL HAVE A MIN. FINISHED DAM, CURB, OR THRESHOLD NOT LESS THAN 2" OR EXCEEDING 9" IN DEPTH, W/ AN INTERIOR OF 1,024 SQ.IN. & SHALL ALSO BE CAPABLE OF ENCOMPASSING A 30" DIA. CIRCE MEASURED TO THE CENTER OF THE THRESHOLD. SHOWER ENTRANCE SHALL BE PROVIDED WITH A MIN. 22" CLR. OPENING & W/ A DOOR SLIDING OR OUTWARD SWINGING. ANY GLAZING WITHIN 60" RADIUS OF TUB/SHOWER ENCLOSURES SHALL BE TEMPERED SAFETY GLASS. THE SHOWER DOOR SHALL BE TEMPERED GLASS. CRC R308.4.1.
 - ALL EXISTING NON-COMPLIANT PLUMBING FIXTURES (BASED ON WATER EFFECIENCY TABLE) THROUGHOUT THE HOUSE SHALL BE UPGRADED PER THE WATER CONSERVING FIXTURE CHART/ TABLE SHOWN ON PLUMBING PLAN.
 - THE DECK SHOULD SLOPE 1/4":1" TO DRAIN.
 - ALL PENETRATIONS OR OPENINGS IN CONSTRUCTION ASSEMBLIES FOR PIPING, ELECTRICAL DEVICES, RECESSED CABINETS, BATHTUBS, SOFFITS OR HEATING, VENTILATING OR EXHAUST DUCTS SHALL BE SEALED, LINED, INSULATED FOR A STC RATING OF MIN. 50.
 - ALL PENETRATIONS SHALL BE PROTECTED BY FIRESTOP SYSTEM. SEE DETAILS SHEET AS.1.
 - ALL (N) EXTERIOR WALLS WILL HAVE (N) ONE LAYER OF NO.15 ASPHALT FELT, FREE FROM HOLES & BREAKS, COMPLYING W/ ASTM D226 FOR TYPE 1 FELT APPLIED OVER STUDS OR SHEATHING.
 - RANGE HOODS SHALL BE SIZED PER THE MANUFACTURER'S SPECIFICATIONS FOR THE APPLIANCE SERVED & CABINETS SHALL MEET ALL CLEARANCES HORIZONTALLY & VERTICALLY PER LISTING.
 - ALL (N) EXTERIOR WALLS TO RECEIVE (N) STUCCO FINISH AND PAINT TO MATCH (E) HOUSE.

Keynotes Indicated by (X) → on the plans

- (E) ROOF RIDGE TO REMAIN AS IS.
- PROPERTY LINE.

Legend

	EXISTING WALL TO REMAIN		NEW DOOR . SEE SCHEDULE
	EXISTING NON-BEARING WALL OR WALL FURRING TO BE DEMOLISHED		NEW WINDOW . SEE SCHEDULE
	EXISTING WINDOW TO BE DEMOLISHED (INCLUDING FRAME)		WINDOW TAG. SEE SCHEDULE
	EXISTING DOOR TO BE DEMOLISHED (INCLUDING FRAME)		CARBON MONOXIDE ALARM (NO COMBINATION ALARMS)
	NOT IN SCOPE		SMOKE ALARM (PHOTOELECTRIC) HARD WIRED, INTERCONNECTED
	NEW FULL HEIGHT WALL: 2x DF @ 16" O.C. W/ 3/4" THK. SOUND ATTENUATION GLASS FIBER BATT INSULATION, STC RATED 50 W/ 5/8" GYP. BD. BOTH SIDES U.O.N. AT TILED WALLS USE 5/8" CEMENT BD. U.O.N. PROVIDE LEVEL 4 SMOOTH FINISH. PAINT P1 U.O.N.		NEW 1-HR RATED WALL. SEE DETAIL ON AS.1

3807 S.W. HINE DRIVE,
 15101 S.W. 104th AVE,
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 Esham@ssa-inc.com



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 MENLO PARK, CA

RESIDENTIAL ADDITION
 FOR
 NAMIT RAISURANA



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REVISIONS

No.	Description	Date

DATE 01.03.23

SCALE 1/4" = 1'-0"

PROJECT ID 2021.23

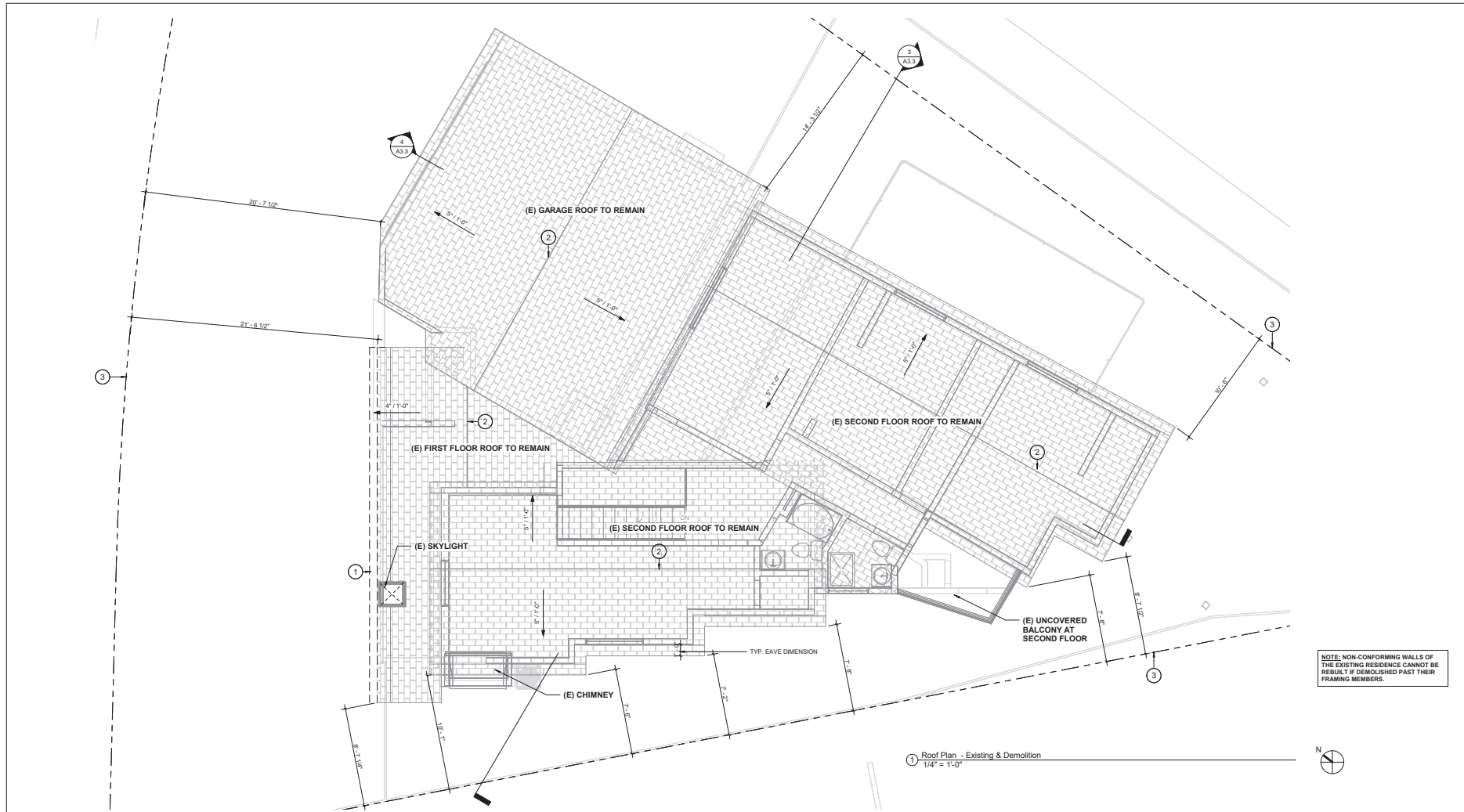
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EXISTING & DEMOLITION
 ROOF PLAN

SHEET TITLE

A2.6

SHEET NO.



NOTE: NON-CONFORMING WALLS OF THE EXISTING RESIDENCE CANNOT BE REBUILT IF DEMOLISHED PAST THEIR FRAMING MEMBERS.

1 Roof Plan - Existing & Demolition
 1/4" = 1'-0"

- General Notes**
1. A SPHERE 4" IN DIAMETER MAY NOT PASS THROUGH RAIL.
 2. A GRASPABLE HANDRAIL EXTENDING 6" PAST THE TOP AND BOTTOM RISERS 34"-38" ABOVE THE STAIR NOSING IS REQUIRED AT STAIRS HAVING THREE OR MORE RISERS. IN A SINGLE FAMILY DWELLING, THE GUARDRAIL HEIGHT AT THE STAIRS MAY MATCH THE HANDRAIL HEIGHT, AND A 6" SPHERE MAY PASS THROUGH AT THE STAIR TREAD.
 3. SHOWER FLOOR AND WALLS WITH INSTALLED SHOWER HEADS AND IN SHOWER COMPARTMENTS SHALL BE FINISHED WITH A NONABSORBENT SURFACE. SUCH WALL SURFACES SHALL EXTEND TO A HEIGHT OF NOT LESS THAN 6 FEET ABOVE THE FLOOR. CRC R307.2 & R702.3.8.1.
 4. THE BLUE BOARD SHALL BE USED IN SHOWER AREA ADDITIONALLY.
 5. SHOWERS SHALL BE EQUIPPED W/ A PRESSURE/BALANCE THERMOSTATIC MIXING VALVE, MAX. FLOW OF ANY SHOWER HEADS OR HANDHELD OUTLETS CONTROLLED BY DIVERTER VALVE SHALL BE 1.8 GPM COMBINED.
 6. THE SHOWER DOOR SHALL BE TEMPERED GLASS. CRC R308.4.1.
 7. (N) SHOWER COMPARTMENTS SHALL HAVE A MIN. FINISHED DAM, CURB, OR THRESHOLD NOT LESS THAN 2" OR EXCEEDING 9" IN DEPTH, W/ AN INTERIOR OF 1,024 SQ.IN. & SHALL ALSO BE CAPABLE OF ENCOMPASSING A 30" DIA. CIRCE MEASURED TO THE CENTER OF THE THRESHOLD. SHOWER ENTRANCE SHALL BE PROVIDED WITH A MIN. 22" CLR. OPENING & W/ A DOOR SLIDING OR OUTWARD SWINGING. ANY GLAZING WITHIN 60" RADIUS OF TUB/SHOWER ENCLOSURES SHALL BE TEMPERED SAFETY GLASS. THE SHOWER DOOR SHALL BE TEMPERED GLASS. CRC R308.4.1.
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 9. THE DECK SHOULD SLOPE 1/4"=1" TO DRAIN.
 10. ALL PENETRATIONS OR OPENINGS IN CONSTRUCTION ASSEMBLIES FOR PIPING, ELECTRICAL DEVICES, RECESSED CABINETS, BATHTUBS, SOFFITS OR HEATING, VENTILATING OR EXHAUST DUCTS SHALL BE SEALED, LINED, INSULATED FOR A STC RATING OF MIN. 50.
 11. ALL PENETRATIONS SHALL BE PROTECTED BY FIRESTOP SYSTEM. SEE DETAILS SHEET.
 12. ALL (N) EXTERIOR WALLS WILL HAVE (N) ONE LAYER OF NO.15 ASPHALT FELT, FREE FROM HOLES & BREAKS, COMPLYING W/ ASTM D226 FOR TYPE 1 FELT APPLIED OVER STUDS OR SHEATHING.
 13. RANGE HOODS SHALL BE SIZED PER THE MANUFACTURER'S SPECIFICATIONS FOR THE APPLIANCE SERVED & CABINETS SHALL MEET ALL CLEARANCES HORIZONTALLY & VERTICALLY PER LISTING.
 14. ALL (N) EXTERIOR WALLS TO RECEIVE (N) STUCCO FINISH AND PAINT TO MATCH (E) HOUSE.

- Keynotes** Indicated by (X) → on the plans
- 1 REMOVE (E) FIRST FLOOR ROOF OVERHANG, GUTTERS & DOWNSPOUTS AT (N) ADU.
 - 2 (E) ROOF RIDGE TO REMAIN AS IS.
 - 3 PROPERTY LINE.

Legend

Symbol	Description
(X) →	Keynote
(N)	North Arrow
(E)	Existing
(D)	Demolition

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 15103 0430
 Esham@ssa-ec.com



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 MENLO PARK, CA

RESIDENTIAL ADDITION
 FOR
 NAMIT RAISURANA



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REVISIONS

No.	Description	Date

DATE 01.03.23

SCALE As indicated

PROJECT ID 2021.23

DRAWN BY Author

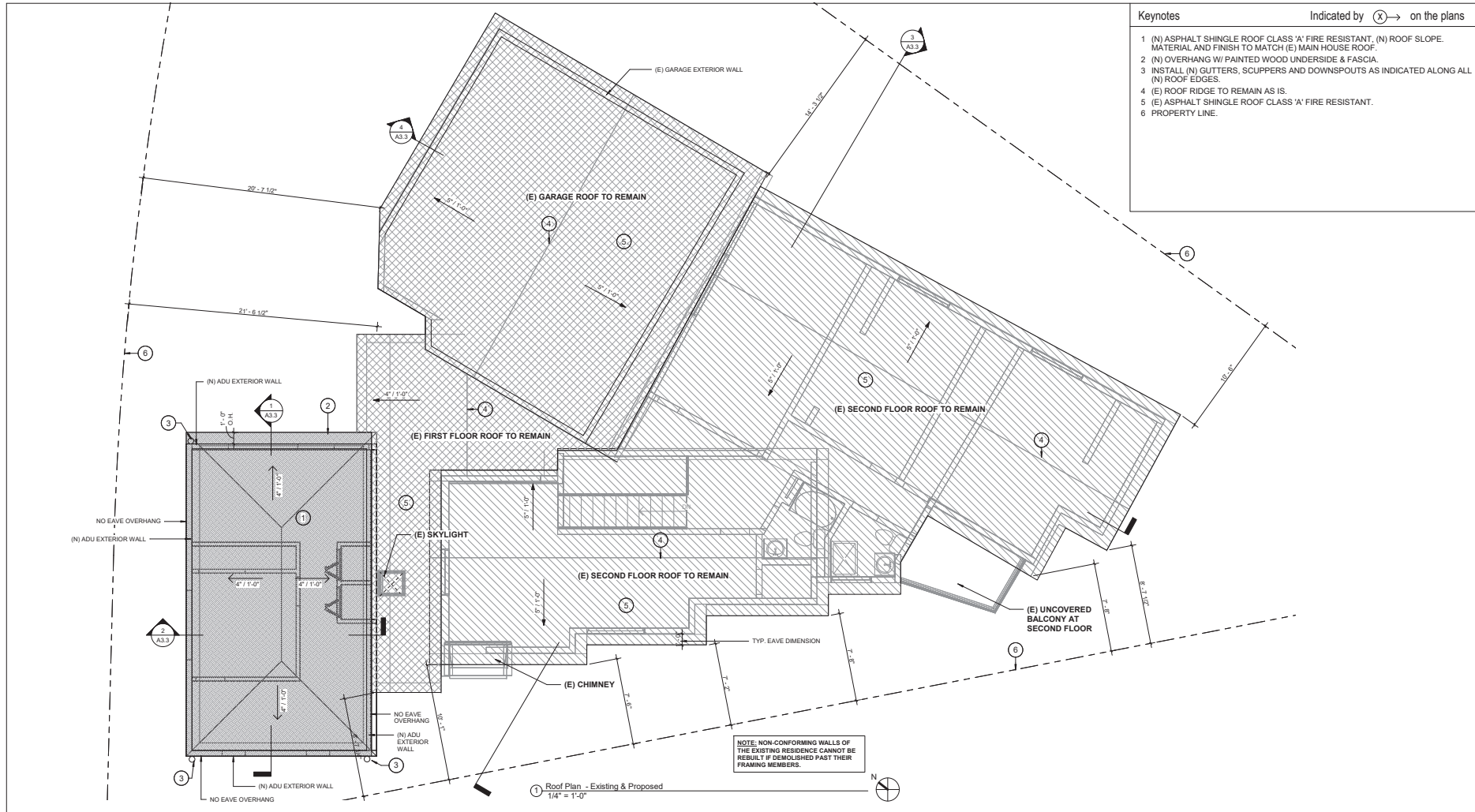
PROPOSED ROOF PLAN

SHEET TITLE

SHEET NO. **A2.7**

Keynotes Indicated by (X) → on the plans

- 1 (N) ASPHALT SHINGLE ROOF CLASS 'A' FIRE RESISTANT, (N) ROOF SLOPE. MATERIAL AND FINISH TO MATCH (E) MAIN HOUSE ROOF.
- 2 (N) OVERHANG W/ PAINTED WOOD UNDERSIDE & FASCIA.
- 3 INSTALL (N) GUTTERS, SCUPPERS AND DOWNSPOUTS AS INDICATED ALONG ALL (N) ROOF EDGES.
- 4 (E) ROOF RIDGE TO REMAIN AS IS.
- 5 (E) ASPHALT SHINGLE ROOF CLASS 'A' FIRE RESISTANT.
- 6 PROPERTY LINE.



- General Notes**
1. A SPHERE 4" IN DIAMETER MAY NOT PASS THROUGH RAIL.
 2. A GRASPABLE HANDRAIL EXTENDING 6" PAST THE TOP AND BOTTOM RISERS 34"-38" ABOVE THE STAIR NOSING IS REQUIRED AT STAIRS HAVING THREE OR MORE RISERS. IN A SINGLE FAMILY DWELLING, THE GUARDRAIL HEIGHT AT THE STAIRS MAY MATCH THE HANDRAIL HEIGHT, AND A 6" SPHERE MAY PASS THROUGH AT THE STAIR TREAD.
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 6. THE SHOWER DOOR SHALL BE TEMPERED GLASS. CRC R308.4.1.
 7. (N) SHOWER COMPARTMENTS SHALL HAVE A MIN. FINISHED DAM, CURB, OR THRESHOLD NOT LESS THAN 2" OR EXCEEDING 9" IN DEPTH, W/ AN INTERIOR OF 1,024 SQ. IN. & SHALL ALSO BE CAPABLE OF ENCOMPASSING A 30" DIA. CIRC MEASURED TO THE CENTER OF THE THRESHOLD. SHOWER ENTRANCE SHALL BE PROVIDED WITH A MIN. 22" CLR. OPENING & W/ A DOOR SLIDING OR OUTWARD SWINGING. ANY GLAZING WITHIN 60" RADIUS OF TUB/SOWER ENCLOSURES SHALL BE TEMPERED SAFETY GLASS. THE SHOWER DOOR SHALL BE TEMPERED GLASS. CRC R308.4.1.
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 11. ALL PENETRATIONS SHALL BE PROTECTED BY FIRE-STOP SYSTEM. SEE DETAILS SHEET.
 12. ALL (N) EXTERIOR WALLS WILL HAVE (N) ONE LAYER OF NO. 15 ASPHALT FELT, FREE FROM HOLES & BREAKS, COMPLYING W/ ASTM D226 FOR TYPE 1 FELT APPLIED OVER STUDS OR SHEATHING.
 13. RANGE HOODS SHALL BE SIZED PER THE MANUFACTURER'S SPECIFICATIONS FOR THE APPLIANCE SERVED & CABINETS SHALL MEET ALL CLEARANCES HORIZONTALLY & VERTICALLY PER LISTING.
 14. ALL (N) EXTERIOR WALLS TO RECEIVE (N) STUCCO FINISH AND PAINT TO MATCH (E) HOUSE.

Legend

- PROPERTY LINE
- [Hatched Box] EXISTING SECOND FLOOR ROOFING TO REMAIN
- [Cross-hatched Box] EXISTING FIRST FLOOR ROOFING TO REMAIN
- [Solid Grey Box] NEW ADU ROOFING

3807 S.W. 16th DRIVE
 1510 S.W. 15th AVE
 Eureka@ssa-ec.com



**598 HAMILTON AVENUE,
 MENLO PARK, CA**

RESIDENTIAL ADDITION
 FOR
 NAMIT RAISURANA



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REVISIONS

No.	Description	Date

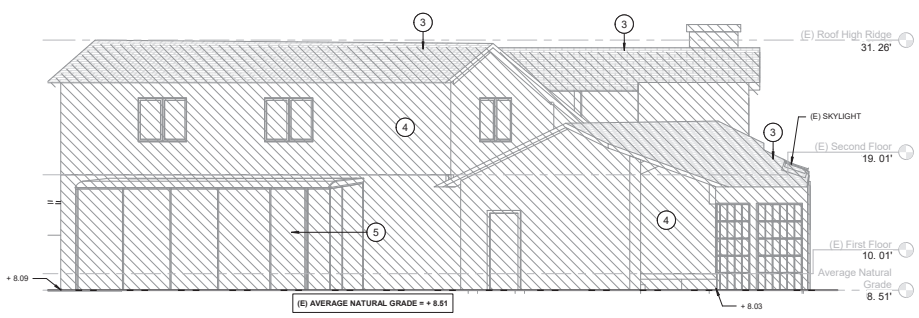
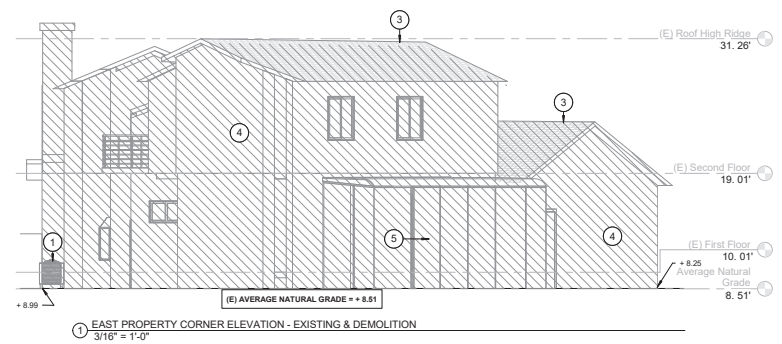
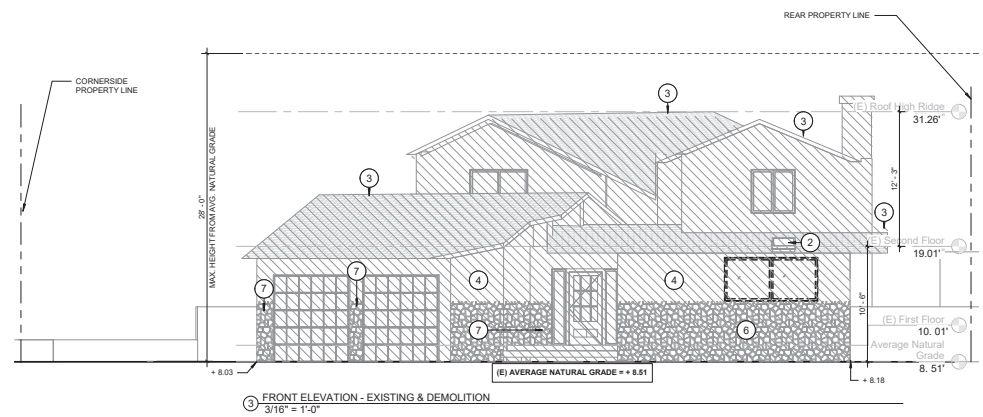
DATE: 01.03.23
 SCALE: As indicated
 PROJECT ID: 2021.23
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**EXTERIOR ELEVATIONS
 - EXISTING &
 DEMOLITION**

SHEET TITLE

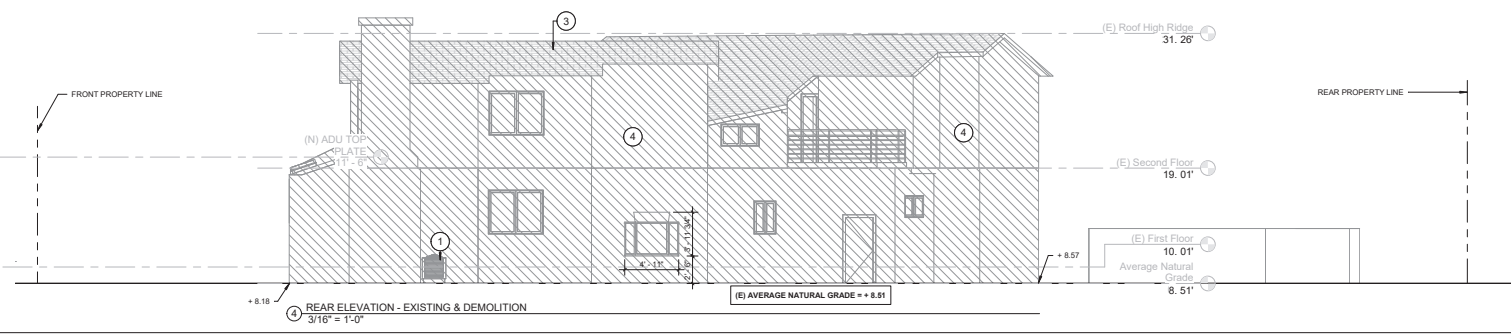
A3.1

SHEET NO.



NOTES:

- ALL (E) WINDOW FRAMES ARE WHITE VINYL. (E) FRONT ENTRY DOOR FRAME IS NATURAL WOOD FINISH. (E) MAIN GARAGE DOOR FRAMES ARE PAINTED WOOD. (E) REAR ENTRY BENEATH BALCONY, SIDE ENTRY DOOR AT GARAGE AND BALCONY ENTRY DOORS ARE PAINTED WOOD FRAME.



General Notes

- PATCH, REPAIR AND INFILL ALL EXTERIOR WALL OPENINGS WHERE (E) WINDOWS ARE BEING DEMOLISHED WITH (N) 2X DF STUDS AS NEEDED TO MAINTAIN SHEAR. CONTRACTOR TO V.I.F. EXACT LOCATIONS OF ALL (E) OPENINGS.

Legend

- EXISTING TO REMAIN
- - - DEMOLITION
- ≡≡≡ EXISTING WINDOW & DOOR TO BE DEMOLISHED (INCLUDING FRAME)
- ▨ NOT IN SCOPE

Keynotes Indicated by (X) → on the plans

- (E) AC HEAT PUMP CONDENSER FOR MAIN RESIDENCE. NOISE LEVEL = 50 DBA.
- (E) SKYLIGHT.
- (E) ASPHALT SHINGLE ROOF CLASS 'A' FIRE RESISTANT.
- ALL (E) EXTERIOR WALLS OF MAIN RESIDENCE & GARAGE HAVE PAINTED STUCCO FINISH.
- (E) METAL FRAMED GLASS WALLS ON THREE SIDES & ROOF AT COVERED SIDE PATIO.
- REMOVE (E) STONE VENEER CLADDING AT THIS ELEVATION FOR (N) ADU WALL.
- (E) STONE VENEER CLADDING.

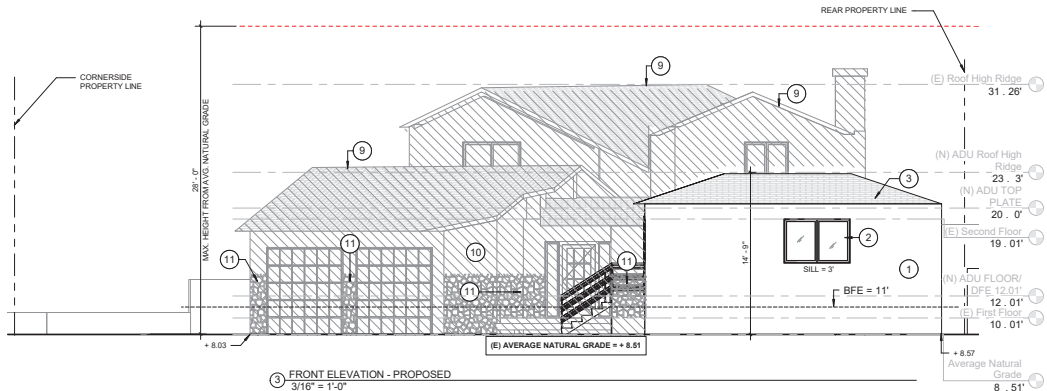
NOTE: NON-CONFORMING WALLS OF THE EXISTING RESIDENCE CANNOT BE RESULT IF DEMOLISHED PAST THEIR FRAMING MEMBERS.

3807 S.W. HINE DRIVE
1510 S.W. 103RD AVENUE
Evanston, IL 60201
Evanston@ssa-inc.com

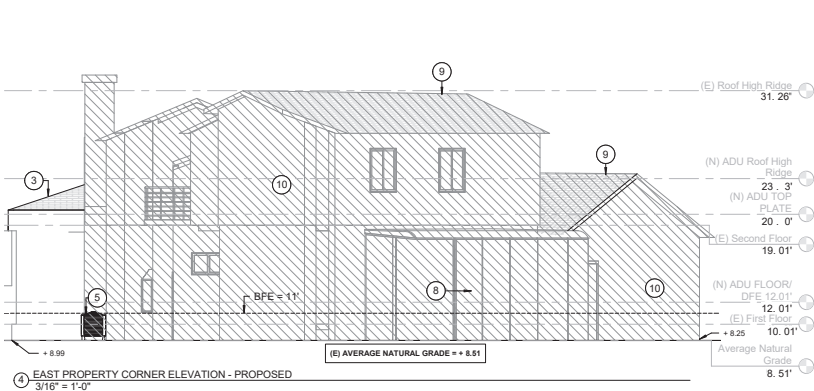


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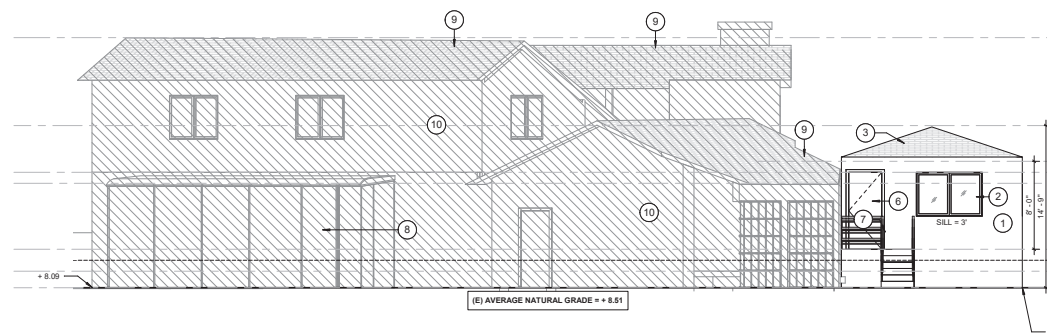
RESIDENTIAL ADDITION
FOR
NAMIT RAISURANA



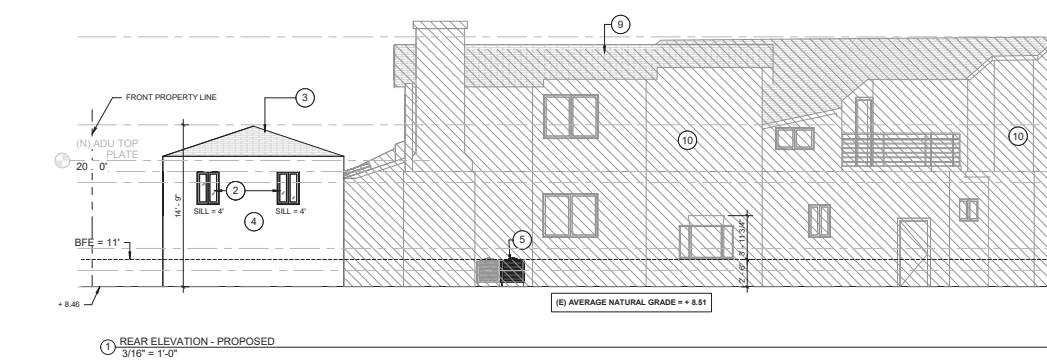
3 FRONT ELEVATION - PROPOSED
3/16" = 1'-0"



4 EAST SIDE CORNER ELEVATION - PROPOSED
3/16" = 1'-0"



2 CORNER LEFT SIDE ELEVATION - PROPOSED
3/16" = 1'-0"



1 REAR ELEVATION - PROPOSED
3/16" = 1'-0"

- NOTES:**
- (E) GARAGE DOOR & FRAME IS PAINTED WOOD. (E) MAIN ENTRY DOOR IS PAINTED WOOD.
 - NON-CONFORMING WALLS OF THE EXISTING RESIDENCE CANNOT BE REBUILT IF DEMOLISHED PAST THEIR FRAMING MEMBERS.
 - ALL (N) WINDOW FRAMES ARE WHITE VINYL TO MATCH (E) MAIN HOUSE WINDOW FRAMES. (N) ADU MAIN ENTRY DOOR IS PAINTED WOOD FRAME.
 - ALL (E) WINDOW FRAMES ARE WHITE VINYL. (E) FRONT ENTRY DOOR FRAME IS NATURAL WOOD FINISH. (E) MAIN GARAGE DOOR FRAMES ARE PAINTED WOOD. (E) REAR ENTRY BENEATH BALCONY, SIDE ENTRY DOOR AT GARAGE AND BALCONY ENTRY DOORS ARE PAINTED WOOD FRAME.

General Notes

- THE ADDRESS NUMERALS MUST BE CLEARLY VISIBLE & LEGIBLE FROM THE ADJACENT PUBLIC WAY OR STREET WILL BE PROVIDED WITH THE FOLLOWING STANDARDS (CRC R319): ADDRESS NUMBERS SHALL BE INTERNALLY OR EXTERNALLY LIT DURING NON-DAYLIGHT HOURS. LIGHTING MUST BE ON ALL THE TIME (TYPICAL OF LOW VOLTAGE UNITS) OR IF LIT ONLY DURING NON-DAYLIGHT HOURS. SWITCHING SHALL BE CONTROLLED BY A TIME CLOCK OR A PHOTO SENSOR. BATTERY OR PHOTO CELL POWERED UNITS CANNOT BE USED FOR REQUIRED ADDRESS.
- ADDRESS NUMBERS SHALL BE AT LEAST 4" HIGH AND INSTALLED ON A CONTRASTING BACKGROUND & SHALL READ FROM LEFT TO RIGHT. VERTICALLY POSITIONED NUMBERS CANNOT BE USED.
- ADDRESS NUMBERS SHALL BE PLACED IN SUCH A LOCATION THAT EMERGENCY CREWS CAN READ THE ADDRESS FROM THE STREET FRONTING THE DWELLING.
- THE NFRC LABEL WHICH STATES THE REQUIRED U-VALUE & SHGC FOR ALL FENESTRATION PRODUCTS SHALL NOT BE REMOVED PRIOR TO INSPECTION OR THE REMOVAL BY A BUILDING INSPECTOR & SHALL REFLECT THE VALUES LISTED IN THE ENERGY REPORT.
- ALL STAIRS WILL HAVE MAX. 7" HIGH RISER & MIN. 11" WIDE TREADS.

Keynotes Indicated by (X) → on the plans

- (N) 2X @ 16" O.C. DF STUD WALL TYP. S.S.D. R19 BATT INSULATION TO BE INSTALLED IN ALL (N) EXTERIOR WALLS. (N) STUCCO TO MATCH FINISH OF (E) MAIN HOUSE EXTERIOR WALLS.
- (N) JELD-WEN VINYL GLASS SLIDING WINDOW. MATCH FRAME COLOR TO (E) MAIN HOUSE WINDOWS.
- (N) ASPHALT SHINGLE ROOF CLASS 'A' FIRE RESISTANT. (N) ROOF SLOPE, MATERIAL AND FINISH TO MATCH (E) MAIN HOUSE ROOF.
- (N) 1-HR FIRE RATED WALL CONTINUOUS FROM FLOOR TO ROOF.
- (N) AC HEAT PUMP CONDENSER FOR ADU NOISE LEVEL = 50 DBA.
- (N) MAIN ENTRY PAINTED WOOD DOOR, L-SWING.
- (N) WOOD STAIRS, RAILING & LANDING.
- (E) METAL FRAMED GLASS WALLS ON THREE SIDES & ROOF AT COVERED SIDE PATIO.
- (E) ASPHALT SHINGLE ROOF CLASS 'A' FIRE RESISTANT.
- ALL (E) EXTERIOR WALLS OF MAIN RESIDENCE & GARAGE HAVE PAINTED STUCCO FINISH.
- (E) STONE VENEER CLADDING.

Legend

- EXISTING TO REMAIN
- NEW CONSTRUCTION
- NEW WINDOWS
- NOT IN SCOPE



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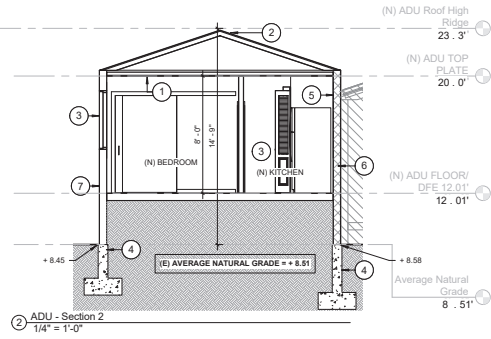
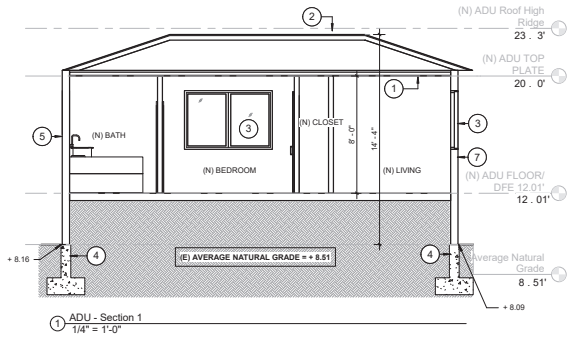
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SCALE	As indicated
PROJECT ID	2021.23
DRAWN BY	Author

EXTERIOR ELEVATIONS - PROPOSED

SHEET TITLE

A3.2

SHEET NO.



Keynotes

Indicated by $\otimes \rightarrow$ on the plans

- 1 (N) GYP. BD. CEILING. PROVIDE LEVEL 4 SMOOTH FINISH.
- 2 (N) ASPHALT SHINGLE ROOF CLASS 'A' FIRE RESISTANT, (N) ROOF SLOPE. MATERIAL AND FINISH TO MATCH (E) MAIN HOUSE ROOF.
- 3 (N) JELD-WEN VINYL. GLASS SLIDING WINDOW. MATCH FRAME COLOR TO (E) MAIN HOUSE WINDOWS.
- 4 (N) CONCRETE FOUNDATION.
- 5 (N) 1-HR FIRE RATED WALL CONTINUOUS FROM FLOOR TO ROOF.
- 6 (N) 1-HR FIRE RATED ASSEMBLY AT (N) ADU ADJACENT TO (E) MAIN HOUSE WALL.
- 7 (N) 2X @ 16\"/>

3607 S.W. BE DRIVE
15103 S.W. 15th Ave
Eureka, CA 94001
SSA
SHARILA SUBRAMANIAM ARCHITECT
SHEEP OF CALIFORNIA
SHARILA SUBRAMANIAM

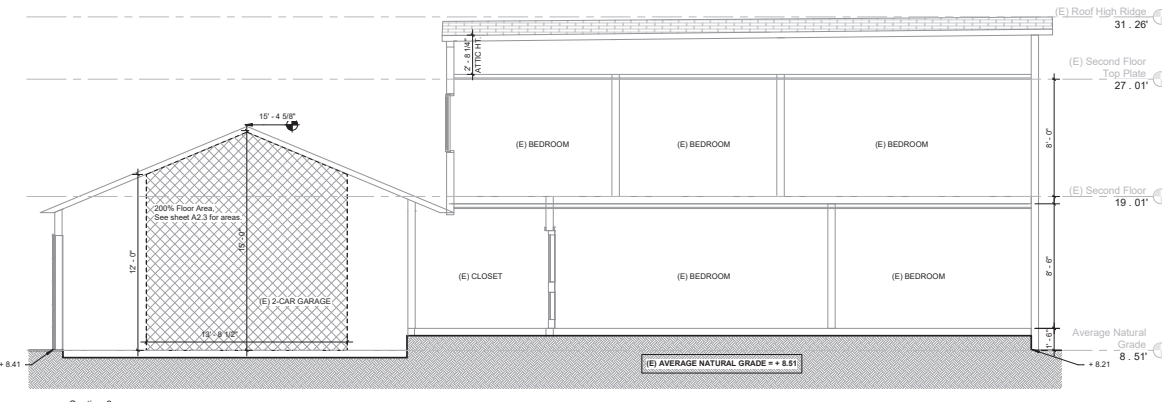
**598 HAMILTON AVENUE,
MENLO PARK, CA**

**RESIDENTIAL ADDITION
FOR
NAMIT RAISURANA**

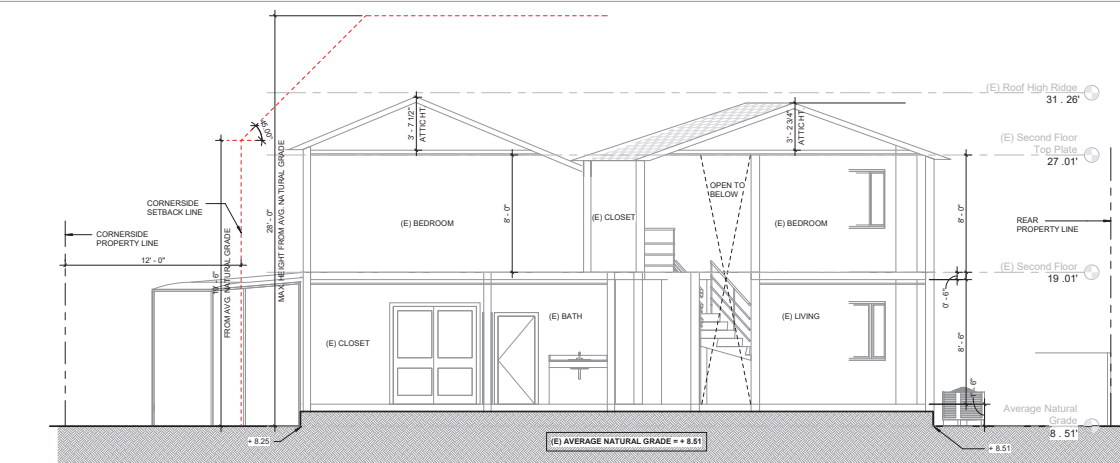
Existing House Photos



HENDERSON AVENUE VIEW



Section 3
1/4" = 1'-0"



Section 4
1/4" = 1'-0"



HAMILTON AVENUE VIEW

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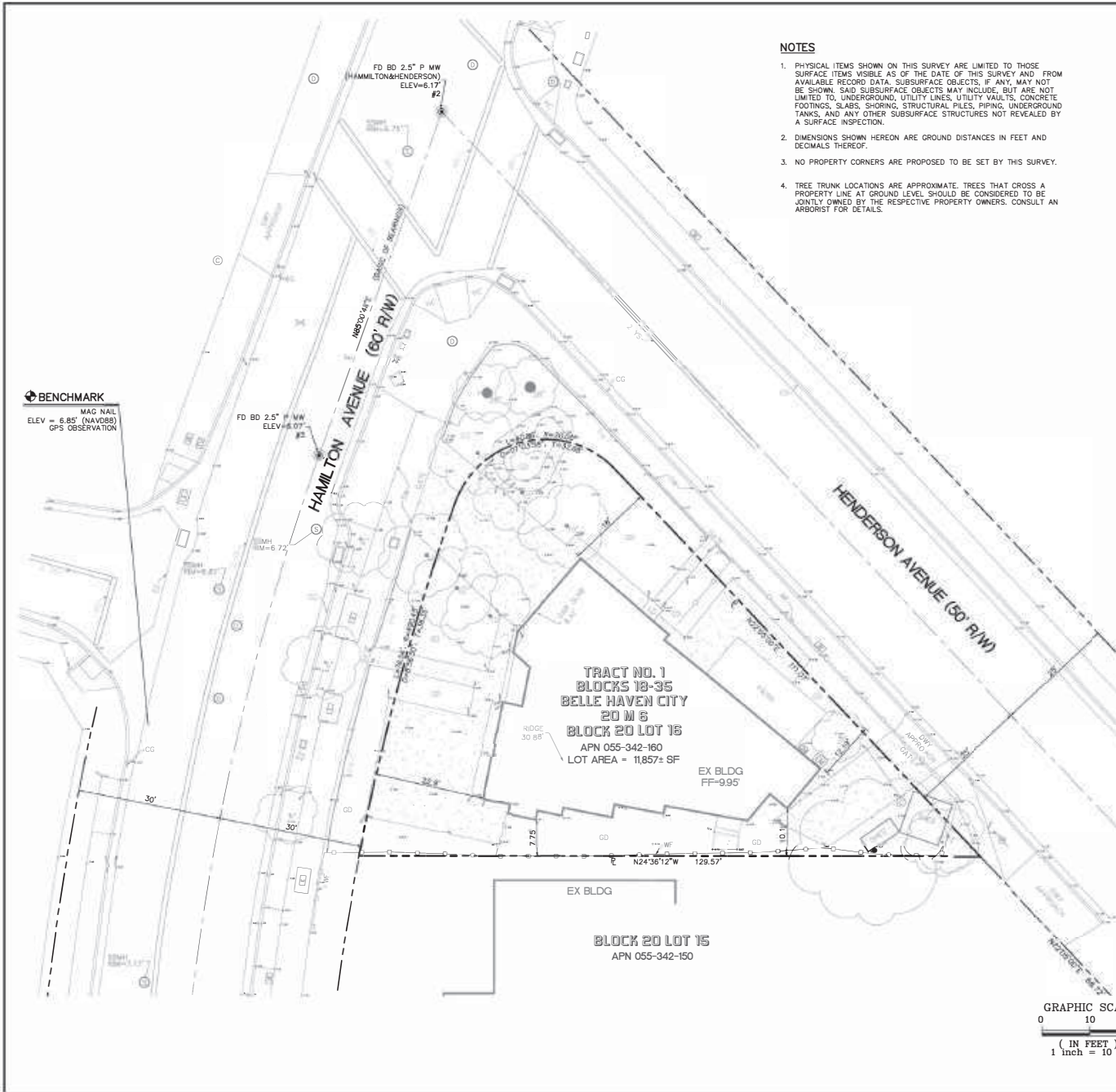
No.	Description	Date

DATE	01.04.23
SCALE	1/4" = 1'-0"
PROJECT ID	2021.23
DRAWN BY	Author

BUILDING SECTIONS

SHEET TITLE

A3.3
SHEET NO.



NOTES

1. PHYSICAL ITEMS SHOWN ON THIS SURVEY ARE LIMITED TO THOSE SURFACE ITEMS VISIBLE AS OF THE DATE OF THIS SURVEY AND FROM AVAILABLE RECORD DATA. SUBSURFACE OBJECTS, IF ANY, MAY NOT BE SHOWN. SAID SUBSURFACE OBJECTS MAY INCLUDE, BUT ARE NOT LIMITED TO, UNDERGROUND, UTILITY LINES, UTILITY VALVES, CONCRETE FOOTINGS, SLABS, SHORING, STRUCTURAL PILES, PIPING, UNDERGROUND TANKS, AND ANY OTHER SUBSURFACE STRUCTURES NOT REVEALED BY A SURFACE INSPECTION.
2. DIMENSIONS SHOWN HEREON ARE GROUND DISTANCES IN FEET AND DECIMALS THEREOF.
3. NO PROPERTY CORNERS ARE PROPOSED TO BE SET BY THIS SURVEY.
4. TREE TRUNK LOCATIONS ARE APPROXIMATE. TREES THAT CROSS A PROPERTY LINE AT GROUND LEVEL SHOULD BE CONSIDERED TO BE JOINTLY OWNED BY THE RESPECTIVE PROPERTY OWNERS. CONSULT AN ARBORIST FOR DETAILS.

LEGEND & ABBREVIATIONS

	BENCHMARK	AC	ASPHALT CONCRETE
	BORDER LINE	AD	AREA DRAIN
	BOUNDARY	BD	BRASS DISC
	BUILDING OUTLINE	BLOC	BUILDING
	CATCH BASIN	BOL	BOLLARD
	STREET LIGHTING	BRC	BACK OF ROLLED CURB
	CENTERLINE	BSL	BUILDING SETBACK LINE
	PAVED	BWV	BACK OF WALK
	BRICK	CB	BACKFLOW WATER VALVE
	CONCRETE	CC	CATCH BASIN
	TACTILE	CG	CURB & GUTTER
	EXISTING CONTOUR	CL	CENTERLINE
	EASEMENT LINE	CLF	CHAIN LINK FENCE
	ELECTRICAL METER	CLM	COLUMN
	EXISTING ELEVATION	CONC	CONCRETE
	EXISTING CHAIN LINK FENCE	COR	CORNER
	EXISTING WOOD FENCE	DWY	DRIVEWAY
	EXISTING TREE AND DIAMETER	EA	EASEMENT
	FLOW LINE	EC	EDGE OF CONCRETE
	GAS METER	ELEV	ELEVATION
	GUY POLE	EM	ELECTRIC METER
	GUY WIRE ANCHOR	EOH	ELECTRIC OVERHEAD
	EXISTING HYDRANT	EU(UG)	ELECTRIC UNDERGROUND
	JOINT POLE	EP	EDGE OF PAVEMENT
	LIGHT POST	EX	EXISTING
	MANHOLE	FF	FINISH ELEVATION OF SUBFLOOR
	STREET MONUMENT	FG	GROUND FINISH GRADE
	PROPERTY CORNER MONUMENT	PH	FIRE HYDRANT
	MONUMENT LINE	FL	FLOW LINE
	PARCEL LINE / RIGHT OF WAY	G	GAS LINE
	PGE BOX	GAR	GARAGE SLAB ELEVATION
	PVC PIPE AND DIAMETER	GR	GROUND
	SANITARY SEWER CLEAN OUT	GM	GAS METER
	SANITARY SEWER MANHOLE	HC	HANDICAPPED
	SANITARY SEWER STORM DRAIN	INV	INVERT
	SETBACK LINE	IEE	INGRESS AND EGRESS EASEMENT
	STREET SIGN	IP	IRON PIPE
	TREE STUMP AND DIAMETER	IRR	IRRIGATION
	UTILITY: EXISTING	LD	LANDING
	WATER METER	LIP	LIP OF GUTTER
	WATER VALVE	LS	LANDSCAPED AREA
	BOLLARD	MON	MONUMENT
	BOX	PL	PLANTER
	MAILBOX	PP	POWER POLE
	TV CABLE	PRUE	PRIVATE SERVICES AND UTILITY EASEMENT
		PSDE	PRIVATE STORM DRAINAGE EASEMENT
		PSE	PUBLIC SERVICE EASEMENT
		PSSE	PRIVATE SANITARY SEWER EASEMENT
		PUE	PUBLIC UTILITY EASEMENT
		PVAE	PRIVATE VEHICLE ACCESS EASEMENT
		PWMT	PARCHEMENT
		RC	ROLLED CURB
		RW	RETAINING WALL
		R/W	RIGHT OF WAY
		SDE	STORM DRAIN EASEMENT
		SSCD	SANITARY SEWER CLEANOUT
		SSSE	SANITARY SEWER EASEMENT
		SSMH	SANITARY SEWER MANHOLE / LATERAL
		STLT	STREET LIGHTING BOX
		SW	SIDEWALK
		TEL	TELEPHONE BOX
		TW	TOP OF WALL
		TYP	TYPICAL
		WCE	WIRE CLEARANCE EASEMENT
		WF	WOOD FENCE
		WLE	WATER LINE EASEMENT
		WLK	WALKWAY
		WS	WHITE STRIPE
		WV	WATER VALVE
		YS	YELLOW STRIPE

BASIS OF BEARINGS

THE BEARINGS SHOWN ON THIS MAP ARE BASED ON THE CENTERLINE OF HAMILTON AVENUE, AS SHOWN AS N85°00'48"E ON "HAMILTON PARK", RECORDED IN VOLUME 134 OF MAPS, AT PAGE 26, SAN MATEO COUNTY RECORDS.

SURVEYOR'S STATEMENT

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

Wason Chu
 H. W. CHUI
 RCE NO. 32912 EXP. 06-30-2022



DATE	05/15/2022	BY	DATE	05/15/2022
FILE NO.	CS-1	PROJECT NO.	588 HAMILTON AVENUE	REVISIONS
CONTRACT NO.	Mentio Park	CONTRACT NO.	588 HAMILTON AVENUE	
CONTRACT NO.	California	CONTRACT NO.	APN 055-342-160	
CONTRACT NO.		CONTRACT NO.		

ROAD NAME : HAMILTON AVENUE

January 04, 2023

598 Hamilton Avenue, Menlo Park, CA

SSA

Matthew Pruter, Associate Planner
City of Menlo Park – Planning Division
701 Laurel Street, Menlo Park, CA 94025

Re: 598 Hamilton Avenue – Revised detached ADU

The ADU has been revised to a reduced area/ exterior footprint of 443 SF. The setback from the existing front property line is 6' & 12' from the front sidewalk. The total noise level of the existing & proposed condenser units will be in compliance with City of Menlo Park Noise Ordinance requirements.

We are hopeful that this revision properly addresses the commission's concerns as outlined in the 12/05/22 meeting. Please don't hesitate to call me to clarify any items that come up.

Sincerely,



Sharmila Subramaniam, Architect, License #C-32214

Cc: Namit Raisurana, Property Owner

Encl: Revised planning set



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916-204-7902
Timothy.Moran@Davey.com

ARBORIST REPORT AND TREE PROTECTION PLAN

598 Hamilton Avenue
Menlo Park, CA 94025
January 2022





Arborist Report & Tree Protection Plan for
176 East Creek Drive
Menlo Park, California 94025

Prepared for:

Sharmila Subramaniam
SSA
3687 Skyline Drive
Hayward, CA 94542

January 2022

Prepared by:

Davey Resource Group
A Division of The Davey Tree Expert Company
1500 North Mantua Street
Kent, OH 44240

Contact:

Tim Moran
ISA Arborist #WE-12426A
ISA Tree Risk Assessment Qualified
www.daveyresourcegroup.com

Notice of Disclaimer

Inventory data provided by Davey Resource Group is based on visual recording at the time of inspection. Visual records do not include testing or analysis and do not include aerial or subterranean inspection. Davey Resource group is not responsible for discovery or identification of hidden or otherwise non-observable risks. Records may not remain accurate after inspection due to variable deterioration of inventoried material and site disturbance. Davey Resource Group provides no warranty with respect to the fitness of the urban forest for any use or purpose whatsoever or for future outcomes of the inventoried trees.

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Summary

In December 2021, Davey Resource Group (DRG) was contracted by Sharmila Subramaniam of SSA to conduct a tree inventory and develop a tree protection plan for the trees in the area of impact on the property at 598 Hamilton Avenue in Menlo Park, CA. The request was made to assess the current condition of the trees and establish a protection plan based on the findings.

On January 10, 2022, an International Society of Arboriculture (ISA) Certified Arborist (Tim Moran, #WE-12426A) from Davey Resource Group conducted the evaluation of fourteen (14) trees that may be impacted by development. The trees were assessed by their location, size, current condition, health, structure, and form (and functional and external limitations for appraisal values). The current site plan was used to estimate the construction footprint in relation to the critical root zones (CRZ) of the trees in order to help guide construction, and to reduce potential impacts on the trees. Current plans include the addition of a 535 square foot ADU attached to the existing house on the north side of the structure (front patio and walkway). Tree information is summarized as follows:

- The fourteen (14) trees inventoried comprise three (3) species: London plane (3 trees), Mexican fan palms (2 trees), and Italian cypress (9 trees).
- The inventory encompasses the trees that may be impacted by the proposed construction (any trees with construction occurring within 10 times the trunk diameter or canopies that overhang the site).
- Three (3) trees are Menlo Park street trees and require a permit for any work within ten (10) feet from the trunk or five (5) times the diameter of the tree, whichever is greater. Under current plans, no excavation will occur within those limits, and the impact to the trees will be minimal to none. The trees should be protected with fencing as described.
- Two (2) of the trees are considered Heritage trees according to the City of Menlo Park (also considered by the city to be undesirable/invasive) and tree protection measures are required.
- Six (6) trees were in good condition and eight (8) trees were in fair condition.
- Tree heights ranged from 12 to 60 feet.
- Tree diameters at four and a half feet above grade/breast height (DBH) ranged from 4.9 to 25.8 inches.
- Two (2) trees will require removal under the current design plans, and twelve (12) trees may be retained; tree protection measures are provided.
- The total appraisal value (rounded) of the inventoried trees was \$33,900.00.

This report focuses on tree protection recommendations for tree preservation and provides the CRZs and SRZs of these trees for planning purposes. DRG has provided general site preservation recommendations based on the provided construction plans. Arborist monitoring of construction is required whenever work is performed within the critical root zones and work in structural root zones should be excavated by hand or with pneumatic air spade excavation tools. The trees identified for preservation should be monitored by a Certified Arborist at the end of construction and ongoing as needed.

Introduction

Background

Current plans for new construction at 598 Hamilton Avenue in Menlo Park include the addition of a 598 square foot accessory dwelling unit (ADU) on the existing single family home. The unit will be attached to the existing house on the north side, or front of the property, which currently consists of a front entrance concrete walkway and concrete patio area. The proposed project has the potential to impact trees on the property and on several city street trees. All trees over 4 inches in diameter on the property and adjacent properties with construction or excavation occurring within 10 times the DBH of the tree were assessed and evaluated for impacts, and to determine if any trees meet criteria for Heritage status as defined by the City of Menlo Park.

Assignment

The arborist visually assessed each tree on the site, and the required tree data were collected using a portable tablet device. Following data collection, specific tree preservation plan elements were calculated that identified each tree's critical and structural root zones (CRZ and SRZ) to better ensure survivability during the planned development. This report establishes the condition of the trees and canopy within the project area. The trees were visually assessed, and photo documented so that change in condition can be evaluated if needed.

Limits of the Assignment

Many factors can limit specific and accurate data when performing evaluations of trees, their conditions, and potential for failure or response to site disturbances. No soil or tissue testing was performed. All observations were made from the ground on January 10, 2022, and no soil excavation to expose roots was performed. The most recent development plans were available to assist in determining potential construction impacts. The determinations and recommendations presented here are based on current data and conditions that existed at the time of the evaluation and cannot be a predictor of the ultimate outcome for the evaluated trees in the future. No physical inspection of the upper canopy, sounding, resistance drilling, or other technologies were used in the evaluation of the trees.

Purpose and Use of Report

The purpose of this report is to provide a summary inventory of all trees within the project area of impact, including an assessment of the current condition and health, as well as providing a tree protection plan for all evaluated trees/canopies that may be impacted by construction plans. The findings in this report can be used to make informed decisions on design planning and be used to guide long-term care of the trees. This report and detailed tree protection plan can also be submitted to the City of Menlo Park for permitting purposes.

Observations

Methods

Only a visual inspection was used to develop the findings, conclusions, and recommendations found in this report. Data collection included measuring the diameter of significant trees at approximately 54 inches above grade (DBH), height estimation, a visual assessment of tree condition, structure, and health, and a photographic record. A rating percentage (0-100%) was assigned for each tree's health, structure, and form, and the lowest percentage was used as the overall tree condition. A preservation priority was assigned to each tree on a scale of 1 to 4: a rating of 1 representing the highest priority for protection due to excellent overall condition, unique specimen, or high value tree; a rating of 2 for a good to fair condition tree worthy of protection but not uniquely value; a rating of 3 for a fair condition tree that can be easily replaced; and a rating of 4 for trees in poor to critical condition that should be removed under most circumstances.

Site Observations

The project site is located in the Belle Haven neighborhood at 598 Hamilton Avenue in Menlo Park, CA. The parcel is a privately owned lot with an existing single family house. The lot parcel contains mostly shrubs and hedged trees (Oriental arborvitae and Italian cypress), with two (2) large Mexican fan palms in the front/side lawn and three (3) young street trees (London planes) in tree wells along the street. No trees in the backyard or on adjacent properties will be impacted and thus were not assessed.

Tree Observations

Fourteen (14) trees were assessed within the project area, comprising three (3) distinct non-native species: London plane (*Platanus x hispanica*), Mexican fan palm (*Washingtonia robusta*), and Italian cypress (*Cupressus sempervirens*). The trees are mostly mature, and tree condition ratings were good for six (6) trees and fair for eight (8) trees. Tree diameters ranged from 4.9 inches to 25.8 inches with an average of 10.0 inches. Tree heights ranged from 12 feet to 60 feet, with an average height of 23 feet.

A map of tree locations can be found in Appendix A. Tree photographs can be found in Appendix B and a complete Tree Inventory, Condition Assessment, and Tree Appraisal Values can be found in Appendix C.

Root Zone Calculations

The trunk diameters of the assessed trees are often used to determine the Critical Root Zone (CRZ). The CRZ is considered the ideal preservation area of a tree. It can be calculated by adding 1 foot of radius for every inch of trunk diameter measured at 4.5 feet from grade/breast height (DBH). For example; a tree with a DBH of 10 inches has a calculated CRZ radius of 10 feet from the trunk. The CRZ represents the typical rooting area required for tree health and survival. As this project is located in the City of Menlo Park, CRZ was substituted with the city standard of 10 times DBH to determine the Tree Protection Zone (TPZ) as seen in Table 1. Some impact (25% or less) within this zone is typically acceptable for average to good condition trees with basic mitigation/stress reduction measures. Construction activities should not occur within the TPZ of any tree to be retained. This includes but is not limited to the storage of materials, parking of vehicles, contaminating soil by washing out equipment, (concrete, paint, etc.), or changing soil grade.

The structural root zone was calculated using a commonly accepted method established by Dr. Kim Coder in *Construction Damage Assessments: Trees and Sites*.¹ In this method, the root plate size (i.e. pedestal roots, zone of rapid taper area, and roots under compression) and limit of disruption based upon tree DBH is considered as a minimum distance that any disruption should occur during construction. Significant risk of catastrophic tree failure exists if structural roots within this given radius are destroyed or severely damaged. The SRZ is the area where minimal or no disturbance should occur without arborist supervision. The TPZ and SRZ for the surveyed trees are listed in Appendix B, Table 2.

Conclusion and Recommendations

Based on visual evaluations and the impacts of proposed development, all trees that have the potential to be impacted may be retained.

- Three (3) trees are considered city-maintained street trees (trees #1-3) and two (2) trees are considered Heritage trees (trees #4-5). The total replacement cost for the Heritage trees was \$13,700.00, and was the total replacement cost for the street trees was \$5,840.00 (appraisal values can be found in Appendix C).
- Trees #1-3 were in good health with good structure and were located in tree wells along Hamilton Avenue. The proposed foundation of the new ADU will be approximately 13 feet from tree #1, 12.5 feet from tree #2, and over 20 feet from tree #3. Impacts to the trees should be minimal. Tree protection fencing should be installed along TPZ enclosing each tree well and allowing for pedestrian and vehicle access on the sidewalk and street.
- Tree #4-5 are Heritage Mexican fan palms located in the front/side lawn, and are in good health with good structure and are over 25 feet from any excavation. Impacts will be minimal to none. Tree protection fencing should be installed along the driveway (east edge) and connect to the front fence and corner of garage.
- Trees #6-8 are Italian cypress, maintained as hedges/screening. The trees are in good health with fair structure. Impacts will be minimal to none. Tree protection fencing should be installed along the driveway (east edge) and connect to the front fence and corner of garage.
- Trees #9-11 are Italian cypress, maintained as hedges/screening. The trees are in good health with fair structure. Impacts will be minimal. Tree protection fencing should be installed along the driveway (west edge) and along the TPZ on the west side of the trees, enclosing the trees together.
- Trees #12-13 are Italian cypress, maintained as hedges/screening. The trees are in good health with fair structure. Impacts will be severe to moderate. The trees will require removal for the project. No permit is required.

¹ Dr. Kim D. Coder, University of Georgia June 1996

- Tree #14 is an Italian cypress in good health with good structure. Impacts may be severe to moderate. Tree protection fencing should be installed along the TPZ and moved in when excavation is to occur in the TPZ, and moved to the farthest extent possible when excavation is complete. Excavation will occur within 6 feet of the trunk and should be done under arborist supervision. Exploratory trenching should be done to determine the root quantity and size in the area. Any roots over 2-inches in diameter should only be removed with the approval of the onsite arborist, and if substantial roots are discovered the arborist may recommend the removal of the tree if design plans cannot be changed.
- TPZ fencing should be 6 feet in height, constructed of chain link fencing. The fencing may be moved within the dripline if directed by the on-site or City Arborist but cannot be moved to within 2 feet of the trunk. Fence posts must be 2-inch in diameter and galvanized, and installed 2 feet below grade. Posts may be movable rather than below grade and may not be spaced more than 10 feet apart. Signs must be posted stating: "TREE PROTECTION FENCE - DO NOT MOVE OR REMOVE WITHOUT APPROVAL FROM CITY ARBORIST." The fence may not be moved without authorization from the on-site or City Arborist.
- TPZ fencing must be in place before any equipment is on-site, and it must be inspected by a Certified Arborist who shall provide a verification letter summarizing the conditions. The fencing must remain in place for the entirety of the project and only removed, temporarily or otherwise, by a Certified Arborist while activities are directly supervised, and replaced immediately after.
- Monitoring of the tree protection specifications by an ISA Certified Arborist or ASCA Registered Consulting Arborist is required at monthly intervals.
- No material shall be stored, nor concrete basins washed, or any chemical materials or paint stored within the CRZ of trees, and no construction chemicals or paint should be released into landscaped areas, as these can be toxic to trees and contaminate soil.
- After construction is complete, the property owner should monitor the trees for at least one year and contact a Certified Arborist to inspect if any lean, limb die-back, leaf drop, or foliage discoloration develops.

Appendix A – Location Map



Appendix B – Tree Photos



Photo 1. Trees #1-3 (l to r) are city street trees in good condition that will be minimally impacted by construction but should be protected with fencing around the tree wells.



Photo 2. Trees #4 and 5 are located in the front/side yard and well outside of any excavation.



Photo 3. Trees #6-8 (l to r) are east of the driveway and should be protected together with fencing along the driveway edge.



Photo 4. Trees #9-11 are in the front lawn and impacts should be minimal but the fencing should be installed along the driveway edge and the TPZ on the west side.



Photo 5. Trees #12-13 (behind small arborvitae shrubs) will require removal.



Photo 6. Site of new foundation for ADU, encompassing tree #13 (left) and three (3) small arborvitae.



Photo 7. Tree #14 (center) is located 6 feet from the corner of the proposed foundation; fencing should be installed along the TPZ (connect to existing fence along sidewalk). Arborist supervision for excavation within the TPZ is recommended.

Appendix C – Tables

Table 1. Tree Inventory and Root Zones

Tree #	DBH	Stems	Botanical Name	Common name	Preservation Priority	Height (ft)	Canopy Radius (ft)	SRZ (Radius in ft)	TPZ (Radius in ft)
1	4.9	1	<i>Platanus x hispanica</i>	London plane	2	25	6	3	4
2	6.1	1	<i>Platanus x hispanica</i>	London plane	2	25	10	4	5
3	6.3	1	<i>Platanus x hispanica</i>	London plane	2	25	7	4	5
4	24.6	1	<i>Washingtonia robusta</i>	Mexican fan palm	2	60	4	10	21
5	25.8	1	<i>Washingtonia robusta</i>	Mexican fan palm	2	55	4	10	22
6	8 (est.)	1	<i>Cupressus sempervirens</i>	Italian cypress	3	12	2	5	7
7	8 (est.)	1	<i>Cupressus sempervirens</i>	Italian cypress	3	12	2	5	7
8	8 (est.)	1	<i>Cupressus sempervirens</i>	Italian cypress	3	12	2	5	7
9	8 (est.)	1	<i>Cupressus sempervirens</i>	Italian cypress	3	12	2	5	7
10	8 (est.)	1	<i>Cupressus sempervirens</i>	Italian cypress	3	12	2	5	7
11	8 (est.)	1	<i>Cupressus sempervirens</i>	Italian cypress	3	12	2	5	7
12	8 (est.)	1	<i>Cupressus sempervirens</i>	Italian cypress	3	12	2	5	7
13	8 (est.)	1	<i>Cupressus sempervirens</i>	Italian cypress	4	12	2	5	7
14	8.4	1	<i>Cupressus sempervirens</i>	Italian cypress	2	40	2	5	7

Table 2. Condition Assessment January 2022

Tree #	Common name	Condition	Health (%)	Structure (%)	Form (%)	Heritage/ Street Tree (Y/N)	Removal Required (Y/N)	Notes
1	London plane	Good	80	80	85	Y	N	Street tree in 10' x 4' well. Overhangs site 1'. Trunk 13' from new foundation. Impacts minimal.
2	London plane	Good	80	75	85	Y	N	Street tree in 8' x 4' well. Trunk 12.5' from new foundation. Overhangs site 2'. Impacts minimal.
3	London plane	Good	80	75	85	Y	N	Street tree in 13.5' x 4' well. Overhangs site 3'. Trunk >20' from new foundation. Impacts minimal.
4	Mexican fan palm	Good	70	95	95	Y	N	Heritage tree, in front yard, impacts minimal to none.
5	Mexican fan palm	Good	70	85	95	Y	N	Heritage tree, in front yard, impacts minimal to none.
6	Italian cypress	Fair	70	60	50	N	N	Hedged, impacts minimal to none.
7	Italian cypress	Fair	70	60	50	N	N	Hedged, impacts minimal to none.
8	Italian cypress	Fair	70	60	50	N	N	Hedged, impacts minimal to none.
9	Italian cypress	Fair	70	60	50	N	N	Hedged, impacts minimal.
10	Italian cypress	Fair	70	60	50	N	N	Hedged, impacts minimal.
11	Italian cypress	Fair	70	60	50	N	N	Hedged, impacts minimal.
12	Italian cypress	Fair	70	60	50	N	Y	Hedged, impacts moderate to severe.
13	Italian cypress	Fair	70	60	50	N	Y	Hedged, impacts severe.
14	Italian cypress	Good	75	80	85	N	N	Trunk 6' from new foundation, impacts moderate.

Table 3. Tree Appraisal Values*

Tree #	Common name	Condition	External Limitations (%)	Functional Limitations (%)	Heritage/ Street Tree (Y/N)	Removal (Y/N)	Total Functional Replacement Cost (\$)	Rounded Functional Replacement Cost (\$)
1	London plane	Good	80	65	Y	N	1,899.84	1,900.00
2	London plane	Good	80	60	Y	N	1,937.33	1,940.00
3	London plane	Good	80	65	Y	N	1,999.80	2,000.00
4	Mexican fan palm	Good	60	60	Y	N	6,683.64	6,700.00
5	Mexican fan palm	Good	60	65	Y	N	6,988.56	7,000.00
6	Italian cypress	Fair	85	75	N	N	1,588.40	1,590.00
7	Italian cypress	Fair	90	90	N	N	1,595.20	1,600.00
8	Italian cypress	Fair	65	60	N	N	1,581.60	1,580.00
9	Italian cypress	Fair	80	65	N	N	1,574.80	1,570.00
10	Italian cypress	Fair	80	60	N	N	1,581.60	1,580.00
11	Italian cypress	Fair	80	65	N	N	1,574.80	1,570.00
12	Italian cypress	Fair	60	60	N	Y	1,581.60	1,580.00
13	Italian cypress	Fair	60	65	N	Y	1,581.60	1,580.00
14	Italian cypress	Good	85	75	N	N	1,707.19	1,710.00

*Appraisal values include \$1,500/tree in additional costs for replacement tree installation, aftercare, and cleanup. All values calculated using the Trunk Formula Method as described in the 10th edition of the *Guide for Plant Appraisal* by the Council of Tree and Landscape Appraisers.

Appendix D – Tree Appraisal Calculation Methodology

The valuation of the assessed trees for the site was calculated using the trunk formula method described in the 10th edition of the *Guide for Plant Appraisal* by the Council of Tree and Landscape Appraisers. The basic formula is as follows:

$$\text{Unit Tree Cost} \times \text{Condition Rating (\%)} \times \text{Functional Limitations (\%)} \times \text{External Limitations (\%)}$$

The basic tree cost is the sum of the installed tree cost and the cost of the difference between the adjusted trunk area and the replacement tree size (appraised tree size increase multiplied by unit tree cost). Size was measured as trunk cross-sectional area (square inches), calculated by $0.785 \times (\text{DBH})^2$; where a circular cross-section was assumed.

Species size and cost data were obtained from the ISA Western Chapter Species Classification for Landscape Tree Appraisal (2004). The Western rating was used. No nursery group data were used as the Basic Tree Cost was calculated using the above formula(s). The condition rating was based on field observations already described. The functional limitation and external limitation ratings were based on field and aerial imagery observations. The basic functional replacement tree cost was then calculated by multiplying the functional replacement tree cross section area by the unit tree cost. The depreciated functional replacement tree (calculated using the basic functional replacement cost, the overall condition rating (%), the functional limitations rating (%), and the external limitations rating (%)) is then added to the total additional costs. The additional cost includes installation cost, replacement tree aftercare cost, and cleanup costs.

Regional Data - Western	
State or Region	Northern California
Replacement Tree Size (in. diam @ 12" Above Grade)	2
Installation Cost \$	\$800.00
Replacement Tree Aftercare Cost \$	\$500.00
Other Costs (Hardscape, Cleanup, etc.) \$	\$200.00
Unit Tree Cost (\$/sq in)	\$172.73



STAFF REPORT

Planning Commission

Meeting Date:

1/9/2023

Staff Report Number:

23-002-PC

Public Hearing:

Consider and adopt a resolution to approve a variance to reduce the front setback from 20 feet to 10 feet, a variance to raise the daylight plane from 19 feet, six inches to 25 feet, and a variance to reduce the number of required off-street parking spaces from two compliant spaces to one compliant space and to approve a use permit to demolish an existing one-story, single-family residence and construct a new two story residence on a substandard lot with regard to minimum lot width, depth and area in the R-1-U (Single Family Urban Residential) zoning district, and to establish a maximum floor area limit (FAL) for a single-family property less than 5,000 square feet in area, at 69 Cornell Road

Recommendation

Staff recommends that the Planning Commission adopt a resolution approving variances to reduce the front setback from 20 feet to 10 feet, raise the daylight plane from 19 feet, six inches to 25 feet, and to allow one compliant parking space where two spaces are required and approving a use permit to demolish an existing one-story, single-family residence and construct a new two-story residence and detached, one-car garage on a substandard lot with regard to minimum lot width, depth, and area in the R-1-U (Single Family Urban Residential) zoning district, and to establish a maximum floor area limit (FAL) for a single-family property less than 5,000 square feet in area. The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

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

Background

Site location

The subject property is located on the southwestern side of Cornell Road, between Harvard Avenue and Creek Drive in the Allied Arts neighborhood. The subject property is nestled between two corner lots that front Harvard Avenue and Creek Drive, respectively, and is the only property on the southwestern side of the block to front Cornell Road. All neighboring properties are also located in the R-1-U zoning district, however, nearby residences along Harvard Avenue and Creek Drive are located in the R-2 (Low Density Apartment) district. A location map is included as Attachment B. This block of Cornell Road primarily

features a mix of older, one-story, cottage-style residences, and newer two-story residences of varying architectural styles.

Analysis

Project description

The applicant is proposing to demolish the existing one-story, single-family residence and detached, one-car garage, and construct a new two-story, single-family residence with a detached one-car garage. Since the lot area is less than 5,000 square feet, there is no established floor area limit, and therefore the Planning Commission would establish the FAL through the use permit. The project also includes variance requests to reduce the front setback from 20 feet to 10 feet, raise the daylight plane from 19 feet, six inches to 25 feet, and to allow one compliant parking space where two spaces are required. A data table summarizing parcel and project characteristics is included as Attachment C. The project plans and project description letter are included as Attachment A Exhibits A and B, respectively.

The proposed residence would be a three-bedroom, three-bathroom home. The required parking for the primary dwelling would be provided by a detached, one-car garage in the rear of the property and a second uncovered space in tandem with the covered space. The second uncovered space would not count as a compliant space for purposes of the minimum parking standards. The proposal includes a variance request to allow only one compliant space where two compliant spaces are required, which is analyzed in more detail below. Except where variances are requested, the proposed residence would meet all other Zoning Ordinance requirements for setbacks, lot coverage, daylight plane, and height. Of particular note, the project would have the following characteristics with regard to the Zoning Ordinance:

- The proposed floor area limit would be established by the Planning Commission, and the property would have 1,945 square feet proposed including the residence and the detached garage. This equates to a floor area ratio (FAR) of 45.9 percent. Historically, staff has recommended approval on projects with an FAR of 56 percent or less on lots less than 5,000 square feet in area because that is the maximum FAR on a 5,000 square-foot lot with an FAL of 2,800 square feet;
- The proposed residence would be well below the maximum building coverage with 28.7 percent proposed where 35 percent is the maximum;
- The proposed residence would be near the maximum height, with 27 feet, six inches proposed where 28 feet is the maximum permitted height.

The proposed residence would have a front setback of 10 feet, and a rear setback of 37 feet, where 20 feet is required in either case. The residence is proposed to be built to the minimum five-foot required side setback on the left side, and at approximately 19 feet on the right side. The second story would be constructed directly above the first floor and would not step back from the first floor.

Design and materials

The applicant states that the proposed residence would be constructed in a cottage architectural style. The house would be modest in massing, and would feature a small footprint with the second story constructed directly above the first story, the second floor of the front elevation would be staggered, reducing the perception of a “boxy” design. Siding material would be primarily horizontal cementitious siding, but the front façade would have brick veneer accents to add further variation at the front elevation. Roofing material would be composition asphalt shingles roofing. Windows would be fiberglass with simulated true divided lights with interior and exterior muntins with spacer bars between panes. The residence would have additional wood features including a rear trellis, porch railings and porch columns.

All second-story windows would have a sill height of at least three feet. The stairwell window would have a sill height of approximately eight feet, eight inches from the stair landing, and is unlikely to create privacy concerns. Staff believes that the sill heights in addition to existing and proposed trees and landscaping, discussed later in this report, would alleviate any privacy concerns.

Staff believes that the scale, materials, and style of the proposed residence would result in a development that is appropriately sized for the lot and that is generally consistent with the broader neighborhood, given the similar architectural styles and sizes of structures in the area.

VariANCES

As part of this proposal, the applicant is requesting three separate variances. The applicant has provided a variance request letter for each variance which are included as Attachment A Exhibits C, D, and E, respectively. The required variance findings for each variance are evaluated below in succession. The Planning Commission should consider each variance individually, and a particular action (approval/denial) of one variance does not necessarily need to inform the action for another variance. However, denial of one variance may affect the viability of other aspects of the project and would render the project as a whole out of compliance with the Zoning Ordinance:

Variance 1: Reduction of front setback

1. *That a hardship peculiar to the property and not created by any act of the owner exists. In this context, personal, family or financial difficulties, loss of prospective profits and neighboring violations are not hardships justifying a variance. Further, a previous variance can never have set a precedent, for each case must be considered only on its individual merits;*

The applicant states that the hardship is due to the fact that the property is substandard with regard to the minimum lot width, depth, and area. Additionally, the left side property line slants inwards towards the center of the property, diminishing the developable area, and existing heritage trees on the right side of the property further obstruct developable area, and limiting access to the required garage parking space.

Staff believes this finding can be met and that there is a hardship peculiar to the property not created by an act of the owner. The property is not only substandard, but is far smaller than the majority of the lots in the R-1-U district. Although the size of the lot by itself is not necessarily grounds to approve a variance, the lot is further encumbered by the shape. The angle of the left side property line would require a compliant house to shift in towards the center of the lot, rather than simply shift back on the lot in order to comply with the front setback. This creates additional issues with regard to access to the covered parking space and impacts to existing heritage trees.

2. *That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property in the same vicinity and that a variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors;*

The applicant states that the requested variance is necessary for the preservation of substantial property rights enjoyed by other properties in the vicinity because other properties are much larger and therefore have adequate area to redevelop. The applicant states that granting the variance would allow the residence to have a similar setback along Cornell Road as enjoyed by the two neighboring properties that front Harvard Avenue and Creek Drive.

Staff believes that allowing a 10-foot front setback would not constitute a special privilege in that it would

create a similar setback as the neighboring properties. The properties at 805 Harvard Avenue and 800 Creek drive have their front property lines along Harvard Avenue and Creek Drive, respectively, meaning Cornell is a street side property line which requires a 12-foot setback in the R-1-U zoning district. While a 10-foot front setback is more permissive than a 12-foot setback required of the neighboring properties, shifting the proposed residence back on the lot to meet a 12-foot setback creates access issues to the detached garage due to the angle of the left side property line, which is not a constraint shared by the other two properties.

3. *That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property; and*

The applicant states that granting of the variance would not be detrimental to the health, safety, or welfare of and will not impair an adequate supply of light and air to the adjacent properties because the subject property is buffered by existing mature trees. The applicant states that the decreased front setback would not introduce any additional shading to the street and neighboring properties. Staff agrees with this assessment.

4. *That the conditions upon which the requested variance is based would not be applicable, generally, to other property within the same zoning classification.*

The applicant states that the conditions upon which the variance is requested would not be applicable to other property in the same zoning district because the lot is much smaller than other R-1-U properties. Additionally, the shape and other obstructions, such as trees, reduces the proportion of developable area far below other lots in the same zoning district.

While other properties in the R-1-U are small and have heritage trees that limit development, most are at least 5,000 square feet in area and more regularly shaped, allowing for more flexibility to design around obstructions. Staff believes this particular combination of constraints in the form of lot size, shape, and obstructions would not be generally applicable to other properties in the R-1-U district.

5. *That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process.*

The property is not within any Specific Plan area. Hence, a finding regarding an unusual factor does not apply.

Variance 2: Reduction of required parking spaces

1. *That a hardship peculiar to the property and not created by any act of the owner exists. In this context, personal, family or financial difficulties, loss of prospective profits and neighboring violations are not hardships justifying a variance. Further, a previous variance can never have set a precedent, for each case must be considered only on its individual merits;*

The applicant states that the hardship is due to the fact that the property is substandard with regard to the minimum lot width, depth, and area. Additionally, the left side property line slants inwards towards the center of the property, diminishing the developable area, and existing heritage trees on the right side of the property further obstruct developable area, and limiting access to the required garage parking space.

Staff believes this finding can be met and that there is a hardship peculiar to the property not created by an

act of the owner. The property is not only substandard, but is far smaller than the majority of the lots in the R-1-U district. Although the size of the lot by itself is not necessarily grounds to approve a variance, the lot is further encumbered by the shape and existing heritage trees. The applicant provided alternative designs that demonstrate that a second compliant parking space is not able to be provided. Staff analyzed the alternatives and determined that they would not achieve parking spaces that are compliant with city standards. If a two-car garage is provided, both the proposed house and existing trees create obstructions that would not allow the minimum 24-foot backup distance from the garage to be maintained. Additionally, due to the size of the lot and resulting proximity of the proposed garage to the residence, a compliant uncovered parking space would not be able to be accessed without hitting either the residence or the garage.

- 2. That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property in the same vicinity and that a variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors;*

The applicant states that the requested variance is necessary for the preservation of substantial property rights enjoyed by other properties in the vicinity because other properties are much larger and therefore have adequate area to redevelop while providing the necessary required parking.

While only requiring one compliant space would be a relaxation of standards compared to other properties, the variance is necessary to preserve the right to redevelop the property. Other properties in the vicinity may only build a one-car garage, but are generally large enough to be able to provide a second compliant uncovered parking space. Staff believes that since there does not appear to be adequate space to provide a compliant uncovered parking space, the variance is necessary in order to redevelop the property

- 3. That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property; and*

Although only providing one compliant parking space would create a substandard parking situation, staff believes that this would not be particularly detrimental to the public health, safety, and welfare, or impair an adequate supply of light and air to the adjacent properties.

- 4. That the conditions upon which the requested variance is based would not be applicable, generally, to other property within the same zoning classification.*

The applicant states that the conditions upon which the variance is requested would not be applicable to other property in the same zoning district because the lot is much smaller than other R-1-U properties. Additionally, the shape and other obstructions, such as trees, reduces the proportion of developable area far below other lots in the same zoning district.

While other properties in the R-1-U are small and have heritage trees that limit development, most are at least 5,000 square feet in area and more regularly shaped, allowing for more flexibility to design around obstructions and provide compliant parking spaces. Staff believes this particular combination of constraints in the form of lot size, shape, and obstructions would not be generally applicable to other properties in the R-1-U district.

- 5. That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process.*

The property is not within any Specific Plan area. Hence, a finding regarding an unusual factor does not apply.

Variance 3: Increase in daylight plane height

1. *That a hardship peculiar to the property and not created by any act of the owner exists. In this context, personal, family or financial difficulties, loss of prospective profits and neighboring violations are not hardships justifying a variance. Further, a previous variance can never have set a precedent, for each case must be considered only on its individual merits;*

The applicant states that the hardship is due to the fact that the property is severely constrained by the size and shape of the lot and by the location of existing heritage trees which reduces the developable area, and existing heritage trees on the right side of the property further obstruct developable area, and limit access to the required garage parking space.

Staff believes this finding can be met and that there is a hardship peculiar to the property not created by an act of the owner. The property is not only substandard, but is far smaller than the majority of the lots in the R-1-U district. Although the size of the lot by itself is not necessarily grounds to approve a variance, the lot is further encumbered by the shape and existing heritage trees. The applicant provided alternative designs that demonstrate that a mirrored design that would comply with the daylight plane would result in the loss of three mature heritage trees and would require the garage to be relocated closer to the house, resulting in the required separation distance between the residence and the accessory building unable to be maintained. Shifting the residence to the right to comply with the daylight plane would result in the loss of two heritage trees and would create a situation where the garage would not comply with the required side setback for an accessory building. A third alternative, which would reduce the plate height on left side of the house enough to create a compliant daylight plane intrusion, would create an impractical window and plate height.

2. *That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property in the same vicinity and that a variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors;*

The applicant states that the requested variance is necessary for the preservation of substantial property rights enjoyed by other properties in the vicinity because other properties are much larger and therefore have adequate area to redevelop while complying with the standard daylight plane.

While increasing the height the daylight plane is measured from would be a relaxation of standards compared to other properties, the variance is necessary to preserve the right to redevelop the property. Other properties in the vicinity generally have straight side property lines which are less constraining with regard to the daylight plane. Additionally, other properties in the vicinity are generally wider so they have enough space to step back a second story in order to comply with the daylight plane while still maintaining functionality.

3. *That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property; and*

Although raising the daylight plane would increase the overall massing of the residence, staff believes that this would not be particularly detrimental to the public health, safety, and welfare, or impair an adequate supply of light and air to the adjacent properties.

4. *That the conditions upon which the requested variance is based would not be applicable, generally, to other property within the same zoning classification.*

The applicant states that the conditions upon which the variance is requested would not be applicable to other property in the same zoning district because the lot is much smaller than other R-1-U properties. Additionally, the shape and other obstructions, such as trees, reduces the proportion of developable area far below other lots in the same zoning district.

While other properties in the R-1-U are small and have heritage trees that limit development, most are at least 5,000 square feet in area and more regularly shaped, allowing for more flexibility to design around obstructions and provide compliant parking spaces. Staff believes this particular combination of constraints in the form of lot size, shape, and obstructions would not be generally applicable to other properties in the R-1-U district.

5. *That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process.*

The property is not within any Specific Plan area. Hence, a finding regarding an unusual factor does not apply.

Approval of a variance requires that all five findings be made. Staff believes that the five findings can be made for each of the three variances requested by the applicant, and therefore recommends approval of the variance requests. Findings to this effect are included in the draft resolution.

Floor area limit establishment

In single-family zoning districts, the Zoning Ordinance typically establishes a maximum floor area limit based on the lot size. However, in the R-1-U zoning district, the Zoning Ordinance does not establish a floor area limit for properties less than 5,000 square feet in area. Instead, the maximum floor area limit is determined by the Planning Commission through approval of a use permit. The applicant proposes a floor area limit of 1,945 square feet, which includes the proposed house, including area in the attic greater than 5 feet in height, and detached garage. When compared to the area of the lot, the floor area ratio of the proposed development is would be 45.9 percent. Staff believes this is an acceptable ratio, given that the maximum floor area ratio on a 5,000-square-foot lot, where 2,800 square feet of floor area is allowed, is 56 percent. Staff has historically recommended approval of residences that are proposed at or below 56 percent, and believes 45.9 percent is a reasonable proposal given the size and shape of the lot.

Trees and landscaping

The applicant has submitted an arborist report (Attachment D), detailing the species, size, and conditions of on-site and nearby trees. The arborist report lists a total of nine trees on and around the subject property. Two trees are not heritage (Trees #5 and #6). The rest are a mix of heritage oak trees (Trees #2 and #9), redwood trees (Trees #1, #7, and #8), and trident maple trees (Trees #3 and #4). Trees #1-4 are located on the subject property, Tree #5 is located on the neighboring property to the rear, and Trees #6-9 are located on the neighboring property to the left. No trees included in the arborist report are proposed for removal. Since several mature trees already saturate the property, no new trees are proposed. However, the remainder of the property would be landscaped with a mix of shrubs and ground cover.

The arborist report includes tree protection recommendations for the pre-construction, construction, and post-construction phases of the project. As part of the project review process, the arborist report was

reviewed by the City Arborist. Implementation of all recommendations to mitigate impacts to the heritage trees identified in the arborist report would be ensured as part of condition 1h.

Correspondence

The applicant states that neighborhood outreach was performed via mail and virtual neighborhood meeting. The applicant includes comments received by neighbors and their responses to comments in their project description letter (Attachment A Exhibit B). As of the publication of this report, staff has not received any direct correspondence regarding the project.

Conclusion

Staff believes that the design, scale, and materials of the proposed residence are generally compatible with the surrounding neighborhood. The cottage style would be generally attractive and well-proportioned. Staff believes that a proposed floor area limit of 1,945 square feet (floor area ratio of 45.9 percent) is suitable for the size of the lot. Staff also believes that due to the size and shape, in addition to existing obstructions on the lot, that a unique hardship exists and variance findings can be made to allow a 10-foot front setback, increased daylight plane height, and reduced required parking. Staff recommends that the Planning Commission approve the variances and approve the use permit.

Impact on City Resources

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

Environmental Review

The project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.

Public Notice

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

Appeal Period

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

Attachments

- A. Draft Planning Commission Resolution Adopting Findings of Approval for project Use Permit and Variances, including project Conditions of Approval
 - Exhibits to Attachment A
 - A. Project Plans
 - B. Project Description Letter
 - C. Variance Letter 1: Reduced Front Setback
 - D. Variance Letter 2: Reduced required Parking

- E. Variance Letter 3: Increased Daylight Plane Height
- F. Conditions of Approval
- B. Location Map
- C. Data Table
- D. Arborist Report

Disclaimer

Attached are reduced versions of maps and diagrams submitted by the applicants. The accuracy of the information in these drawings is the responsibility of the applicants, and verification of the accuracy by City Staff is not always possible. The original full-scale maps, drawings, and exhibits are available for public viewing at the Community Development Department.

Exhibits to Be Provided at Meeting

None

Report prepared by:
Chris Turner, Associate Planner

Report reviewed by:
Corinna Sandmeier, Principal Planner

PLANNING COMMISSION RESOLUTION NO. 2023-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK (1) APPROVING A VARIANCE TO REDUCE THE REQUIRED FRONT SETBACK FROM TWENTY FEET TO TEN FEET, (2) A VARIANCE TO ALLOW ONE OFF-STREET PARKING SPACE WHERE TWO ARE REQUIRED, (3) A VARIANCE TO INCREASE THE HEIGHT OF THE DAYLIGHT PLANE FROM NINETEEN FEET, SIX INCHES TO TWENTY FIVE FEET, AND (4) APPROVING A USE PERMIT TO DEMOLISH AN EXISTING ONE-STORY RESIDENCE AND CONSTRUCT A NEW TWO-STORY RESIDENCE ON A SUBSTANDARD LOT WITH REGARD TO MINIMUM LOT WIDTH IN THE R-1-U ZONING DISTRICT AND TO ESTABLISH THE MAXIMUM FLOOR AREA LIMIT ON A LOT LESS THAN 5,000 SQUARE FEET IN AREA

WHEREAS, the City of Menlo Park (“City”) received an application requesting a use permit to construct a new two-story, single-family residence on a substandard lot in the R-1-U zoning district and to establish the maximum floor area limit on a lot less than 5,000 square feet in area. The project includes a request for variances to decrease the front setback from 20 feet to 10 feet, allow one compliant off-street parking space where two are required, and increase the height of the daylight plane from 19 feet, six inches to 25 feet (collectively, the “Project”) from Thomas James Homes (“Owner” and “Applicant”), located at 69 Cornell Road (APN 071-432-050) (“Property”). The variance and use permit are depicted in and subject to the development plans and documents which are attached hereto as Exhibit A through Exhibit E and incorporated herein by this reference; and

WHEREAS, the Property is located in the Single Family Urban Residential (R-1-U) zoning district, which supports the construction of single family residences; and

WHEREAS, the proposed Project complies with all objective standards of the R-1-U district, other than the with regard to the requested variances; and

WHEREAS, the required front setback in the R-1-U district is twenty feet; and

WHEREAS, the daylight plane is required to be measured at 19 feet, six inches from average natural grade of the side setback like; and

WHEREAS, Section 16.72.020 of the Municipal Code requires two compliant off-street parking spaces for single-family residences; and

WHEREAS, the applicant proposes to construct the residence with a ten-foot front setback; and

WHEREAS, the applicant proposes to measure the daylight plane from 25 feet above average natural grade of the left side setback; and

WHEREAS, the applicant proposes to provide one compliant parking space; and

WHEREAS, the applicant provided alternate designs demonstrating that the unique size and shape of the lot create undue hardships to constructing a compliant development; and

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

WHEREAS, the Applicant submitted an arborist report prepared by California Tree and Landscape Consulting, Inc. which was reviewed by the City Arborist and found to be in compliance with the Heritage Tree Ordinance and proposes mitigation measures to adequately protect heritage trees in the vicinity of the project; and

WHEREAS, the Project, requires discretionary actions by the City as summarized above, and therefore the California Environmental Quality Act (“CEQA,” Public Resources Code Section §21000 et seq.) and CEQA Guidelines (Cal. Code of Regulations, Title 14, §15000 et seq.) require analysis and a determination regarding the Project’s environmental impacts; and

WHEREAS, the City is the lead agency, as defined by CEQA and the CEQA Guidelines, and is therefore responsible for the preparation, consideration, certification, and approval of environmental documents for the Project; and

WHEREAS, the Project is categorically except from environmental review pursuant to Cal. Code of Regulations, Title 14, §15303 et seq. (New Construction or Conversion of Small Structures); and

WHEREAS, all required public notices and public hearings were duly given and held according to law; and

WHEREAS, at a duly and properly noticed public hearing held on January 9, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the variance and use permit revision.

NOW, THEREFORE, THE MENLO PARK PLANNING COMMISSION HEREBY RESOLVES AS FOLLOWS:

Section 1. Recitals. The Planning Commission has considered the full record before it, which may include but is not limited to such things as the staff report, public testimony, and other materials and evidence submitted or provided, and the Planning Commission finds the foregoing recitals are true and correct, and they are hereby incorporated by reference into this Resolution.

Section 2. Variance Findings. The Planning Commission of the City of Menlo Park does hereby make the following Findings per Section 16.82.340 of the Zoning Ordinance pertaining to the approval of a variance to reduce the required front setback:

1. That a hardship peculiar to the property and not created by any act of the owner exists; in that, the size and shape of the lot, in addition to existing heritage trees, that create undue hardships to developing a project with compliant access to required parking.
2. That the variance is necessary for the preservation and enjoyment or substantial property rights possessed by other conforming properties in the vicinity and that the variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors; in that, the project site is much smaller than other properties in the vicinity and irregularly shaped, which prevents redevelopment of a compliant project if required to develop at a standard 20-foot front setback.
3. That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property; in that locating the house closer to the street would allow more light and air into neighboring yards.
4. That the conditions upon which the requested variance is based would not be applicable, generally, to property within the same zoning classification; in that, other properties in the R-1-U district are generally larger and more regularly shaped which allows more room for a compliant development, and the unique combination of size and shape of the lot are not generally applicable to other R-1-U properties.
5. That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process; in that, the subject parcel is not located within a Specific Plan area.

Section 3. Variance Findings. The Planning Commission of the City of Menlo Park does hereby make the following Findings per Section 16.82.340 of the Zoning Ordinance pertaining to the approval of a variance to reduce the number of compliant parking spaces from two spaces to one space:

1. That a hardship peculiar to the property and not created by any act of the owner exists; in that, the size and shape of the lot, in addition to existing heritage trees, that create undue hardships to developing a project with compliant access to required parking. The size and shape of the lot create a situation where a second compliant parking space covered or uncovered is unable to be accessed.
2. That the variance is necessary for the preservation and enjoyment or substantial property rights possessed by other conforming properties in the vicinity and that the variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors; in that, the project site is much smaller than other properties in the vicinity and irregularly shaped, which prevents redevelopment of a

compliant project with regard to required parking since a second parking space would not be safely accessible.

3. That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property; in that reducing the required parking would not obstruct limit light and air to neighboring properties.
4. That the conditions upon which the requested variance is based would not be applicable, generally, to property within the same zoning classification; in that, other properties in the R-1-U district are generally larger and more regularly shaped which allows more room for a compliant development, and the unique combination of size and shape of the lot are not generally applicable to other R-1-U properties.
5. That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process; in that, the subject parcel is not located within a Specific Plan area.

Section 4. Variance Findings. The Planning Commission of the City of Menlo Park does hereby make the following Findings per Section 16.82.340 of the Zoning Ordinance pertaining to the approval of a variance to increase the height of the daylight plane from 19 feet, six inches to 25 feet:

1. That a hardship peculiar to the property and not created by any act of the owner exists; in that, the size and shape of the lot, in addition to existing heritage trees, that create undue hardships to developing a project with compliant access to required parking. The size and shape of the lot create a situation where it is infeasible to step a second story back appropriately to conform to the daylight plane. Additionally, alternate designs submitted by the applicant create additional compliance issues.
2. That the variance is necessary for the preservation and enjoyment or substantial property rights possessed by other conforming properties in the vicinity and that the variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors; in that, the project site is much smaller than other properties in the vicinity and irregularly shaped, which prevents development of a functional second story that is compliant with the daylight plane, which other properties in the vicinity are able to accomplish.
3. That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property; in that the property is surrounded by mature trees that buffer the increased height of the daylight plane from neighboring properties. Additionally, the neighboring properties are corner lots, where light and air into the rear yards are uninhibited on the street side.
4. That the conditions upon which the requested variance is based would not be applicable, generally, to property within the same zoning classification; in that, other

properties in the R-1-U district are generally larger and more regularly shaped which allows more room for a functional second story to be designed in compliance with the daylight plane.

5. That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process; in that, the subject parcel is not located within a Specific Plan area.

Section 5. Conditional Use Permit Findings. The Planning Commission of the City of Menlo Park does hereby make the following Findings:

The approval of the use permit to construct a new two-story residence on a substandard lot in the R-1-U zoning district and to establish the maximum floor area limit is based on the following findings which are made pursuant to Menlo Park Municipal Code Section 16.82.030:

1. That the establishment, maintenance, or operation of the use applied for will not, under the circumstance of the particular case, be detrimental to the health, safety, morals, comfort and general welfare of the persons residing in the neighborhood of such proposed use, or injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city because:
 - a. Consideration and due regard were given to the nature and condition of all adjacent uses and structures, and to general plans for the area in question and surrounding areas, and impact of the application hereon; in that, the proposed use permit is consistent with the R-1-U zoning district and the General Plan because two-story residences are allowed to be constructed on substandard lots subject to granting of a use permit provided that the proposed residence conforms to applicable zoning standards, including, but not limited to, minimum setbacks, maximum floor area limit, and maximum building coverage.
 - b. Approval of variances for a reduced front setback, reduction in required parking, and increased height of the daylight plane would approve any characteristic of the development not otherwise in compliance with applicable zoning standards.
 - c. The maximum floor area limit would be proportionally consistent with the maximum floor area limit of other properties in the R-1-U zoning district.

Section 6. Variance and Conditional Use Permit. The Planning Commission hereby approves the variances and approves use permit No. PLN2022-00021, which variances and use permit revision are depicted in and subject to the development plans, project description letter, and variance letters which are attached hereto and incorporated herein by this reference as Exhibit A, Exhibit B, and Exhibit C, Exhibit D, and Exhibit E, respectively. The Use Permit is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit F.

Section 7. ENVIRONMENTAL REVIEW. The Planning Commission makes the following findings, based on its independent judgment after considering the Project, and having reviewed and taken into consideration all written and oral information submitted in this matter:

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

Section 8. SEVERABILITY

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

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on January 9, 2023, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 9th day of January, 2023

Corinna Sandmeier
Principal Planner and Planning Commission Liaison
City of Menlo Park

Exhibits

- A. Project Plans
- B. Project Description Letter
- C. Variance Letter 1: Reduced Front Setback
- D. Variance Letter 2: Reduced Required Parking
- E. Variance Letter 3: Increased Daylight Plane Height
- F. Conditions of Approval

69 CORNELL ROAD MENLO PARK, CA 94025

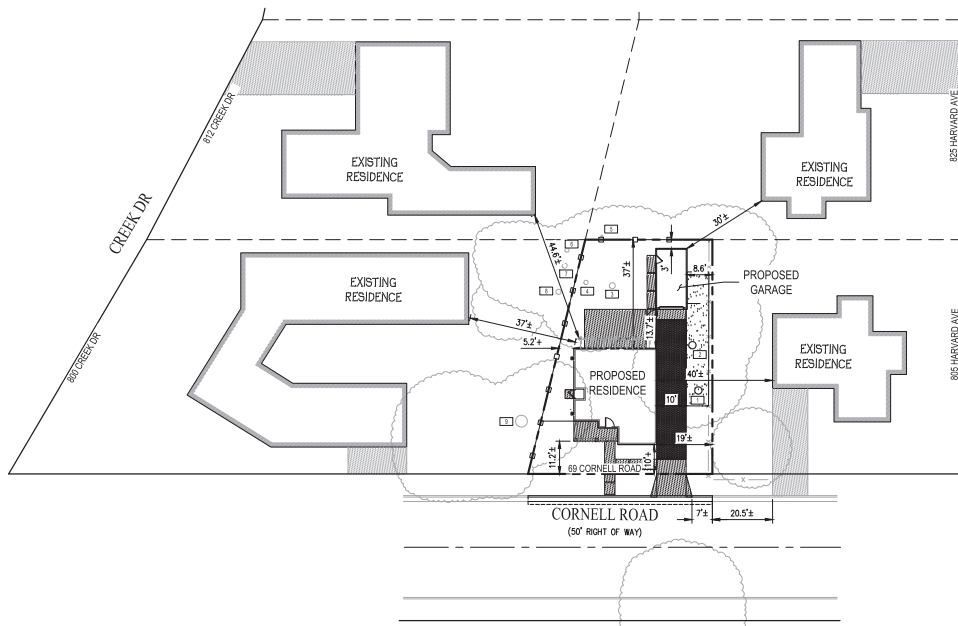
December 14th, 2022



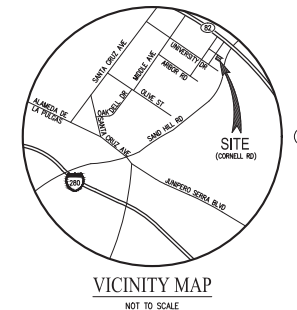
PROJECT DATA	
LEGAL DESCRIPTION :	LOT 18 IN BLOCK 10 STANFORD PARK
APN :	071-432-050
PROJECT ADDRESS :	69 CORNELL MENLO PARK, CA 94025
ZONING :	R-1-U
BUILDING CLASSIFICATION :	SINGLE FAMILY DETACHED R3/U FIRE SPRINKLERS PER CRC R313.3
TYPE OF CONSTRUCTION :	TYPE V-B
FIRE ZONE :	N/A
SITE AREA :	4,238 SQ. FT.
COVERED PARKING :	1
ALLOWABLE LOT COVERAGE :	35%
PROPOSED LOT COVERAGE :	20% (1,216 SQ. FT.)
ALLOWABLE FAL :	ESTABLISHED BY PLANNING COMMISSION (1,684-2,329 SQ. FT.)
PROPOSED FAL :	1,945 SQ. FT.
ALLOWABLE 2nd FLOOR FAL :	832.1184 SQ. FT.
PROPOSED 2nd FLOOR FAL :	759 SQ. FT.
BUILDING HEIGHT :	± 27'-6"
SETBACKS :	PROPOSED REQUIRED
FRONT :	10'-0" 20'-0" MIN.
SIDE :	5'-0" (LEFT) /18"-11.5"(RIGHT) 5'-0" MIN.
REAR :	37'-1" 20'-0" MIN.
SQUARE FOOTAGE :	PROPOSED
FIRST FLOOR :	824 SQ. FT.
SECOND FLOOR :	799 SQ. FT.
TOTAL LIVABLE :	1,583 SQ. FT.
PROPOSED GARAGE :	221 SQ. FT.
ATTIC VOLUME :	141 SQ. FT.
FAL :	1,945 SQ. FT.
PORCH :	87 SQ. FT. (NOT INCL. IN FAL)
CODES :	2019 CALIFORNIA BUILDING CODE 2019 CALIFORNIA RESIDENTIAL CODE 2019 CALIFORNIA MECHANICAL CODE 2019 CALIFORNIA PLUMBING CODE 2019 CALIFORNIA FIRE CODE 2019 CALIFORNIA ELECTRICAL CODE 2019 CALIFORNIA ENERGY CODE 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE
GOVERNING BODY :	CITY OF MENLO PARK

DIRECTORY	SHEET INDEX
OWNER: THOMAS JAMES HOMES 255 SHORELINE DRIVE, SUITE 428 REDWOOD CITY, CA 94065 CONTACT: CYNTHIA THIEBAUT PHONE: (650) 382-0648 EMAIL: CTHIEBAUT@TJHUSA.COM	A0.0 COVER SHEET A0.1 AREA PLAN A1.0 PROPOSED SITE PLAN A2.0 PROPOSED FLOOR PLAN - FIRST FLOOR A2.1 PROPOSED FLOOR PLAN - SECOND FLOOR A2.2 SQUARE FOOTAGE CALCULATIONS A3.0 PROPOSED EXTERIOR ELEVATIONS: FRONT, REAR, AND ROOF PLAN A3.1 PROPOSED EXTERIOR ELEVATIONS: LEFT AND RIGHT A3.2 PROPOSED DETACHED GARAGE REVISIONS A3.3 PROPOSED SECTIONS A3.4 3D DAYLIGHT PLANE EXHIBIT - EXISTING A3.5 3D DAYLIGHT PLANE EXHIBIT - PROPOSED A4.0 COLOR AND MATERIAL BOARD A5.0 EXISTING FLOOR PLAN - BASEMENT A5.1 EXISTING FLOOR PLAN - MAIN LEVEL A5.2 EXISTING ROOF PLAN A5.3 EXISTING EXTERIOR ELEVATIONS - MAIN RESIDENCE A5.4 EXISTING EXTERIOR ELEVATIONS - DETACHED GARAGE L1.1 LAYOUT PLAN, NOTES, AND LEGEND L1.2 CONSTRUCTION DETAILS L2.1 IRRIGATION PLAN, NOTES, AND LEGEND L2.2 IRRIGATION DETAILS L3.1 PLANTING PLAN, NOTES, AND LEGEND L3.2 PLANTING DETAILS L3.3 TREE PROTECTION PLAN AND NOTES C-1 BOUNDARY AND TOPOGRAPHIC SURVEY
ARCHITECTS: BASSENIAN LAGONI ARCHITECTS 2031 ORCHARD DRIVE NEWPORT BEACH, CA 92660 CONTACT: TERESSA DEHRLIN PHONE: (949) 553-9100 EMAIL: TERESSA@BASSENIANLAGONI.COM	
CIVIL ENGINEER: CBG 2633 CAMINO RAMON #350 SAN RAMON, CA 94583 PHONE: (925) 866-0322	
VICINITY MAP	



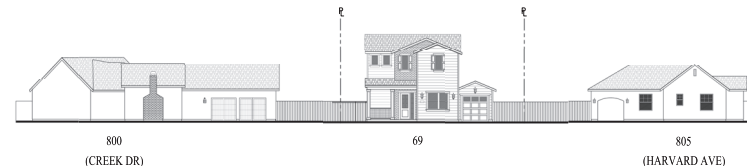
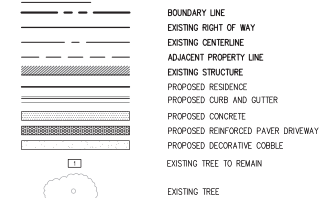


EXISTING TREES TO REMAIN					
TREE NUMBER	COMMON NAME	DBH (IN)	HERITAGE TREE	OFF-SITE	STREET TREE
1	COAST REDWOOD	29	YES	NO	NO
2	COAST LIVE OAK	32	YES	NO	NO
3	TRIDENT MAPLE	26	YES	NO	NO
4	TRIDENT MAPLE	19	YES	NO	NO
5	COAST REDWOOD	9	NO	YES	NO
6	COAST REDWOOD	13	NO	YES	NO
7	COAST REDWOOD	23	YES	YES	NO
8	COAST REDWOOD	22	YES	YES	NO
9	COAST LIVE OAK	15	YES	YES	NO



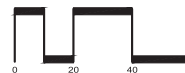
- NOTES:
- THE TABLES ABOVE CONTAIN A SUMMARY OF INFORMATION PRESENT IN THE ARBORIST REPORT. PLEASE REFER TO THE ARBORIST REPORT DATED AUGUST 18, 2021 AND PREPARED BY CALIFORNIA TREE AND LANDSCAPE CONSULTING, INC FOR MORE INFORMATION.
 - TREES SHOWN TO BE REMOVED ON PLAN WITHOUT A NUMBER ARE NON-PROTECTED TREES.
 - STRUCTURES, IMPROVEMENTS AND TREES ON ADJACENT PROPERTIES HAVE NOT BEEN SURVEYED. LOCATIONS DEPICTED HEREIN ARE APPROXIMATE.

LEGEND



CORNELL RD STREET SCOPE
SCALE: 1/16" = 1'

**69 CORNELL ROAD
AREA PLAN
THOMAS JAMES HOMES**
CITY OF MENLO PARK SAN MATEO COUNTY CALIFORNIA
SCALE: 1" = 20' DATE: OCTOBER 6, 2022

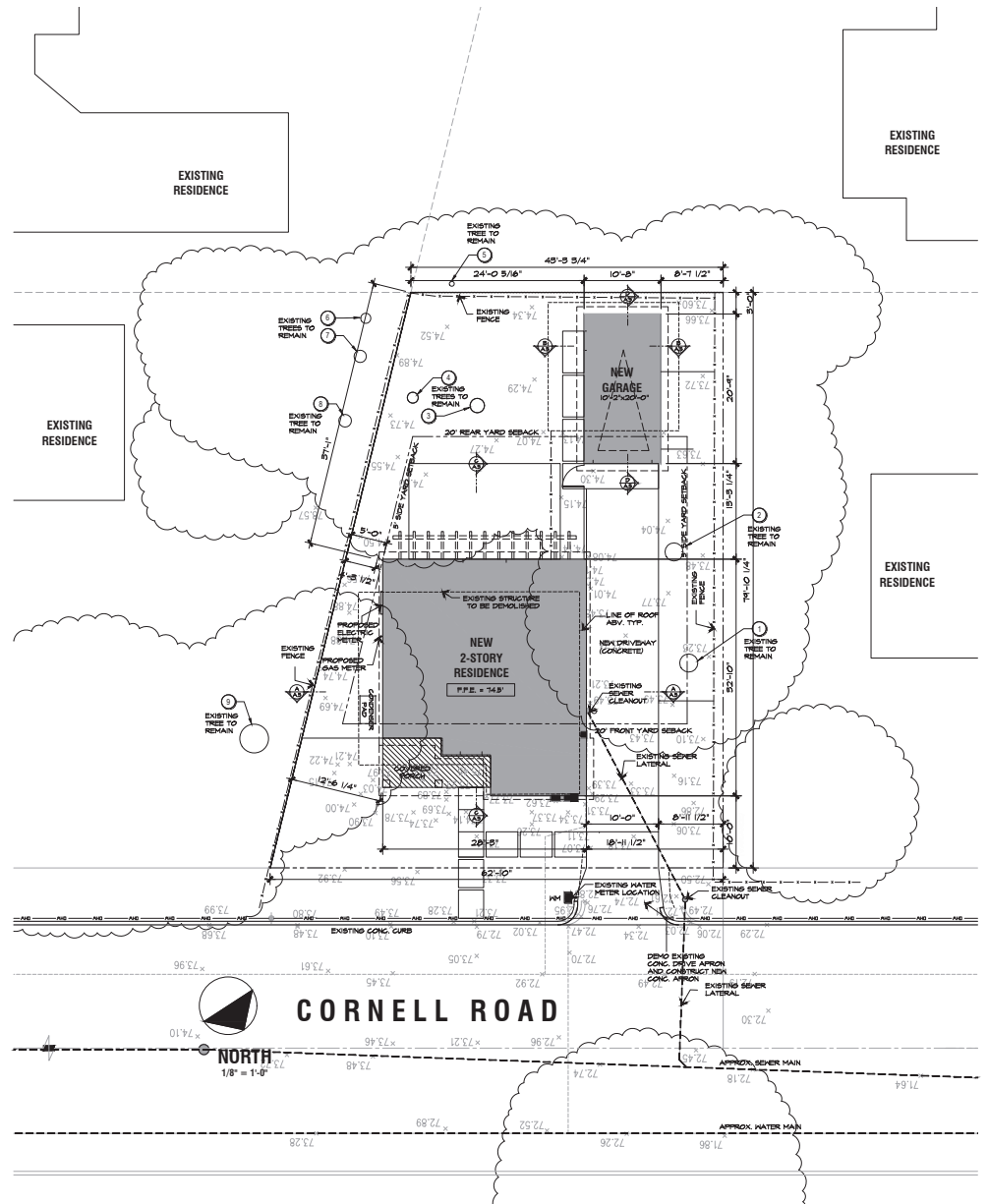
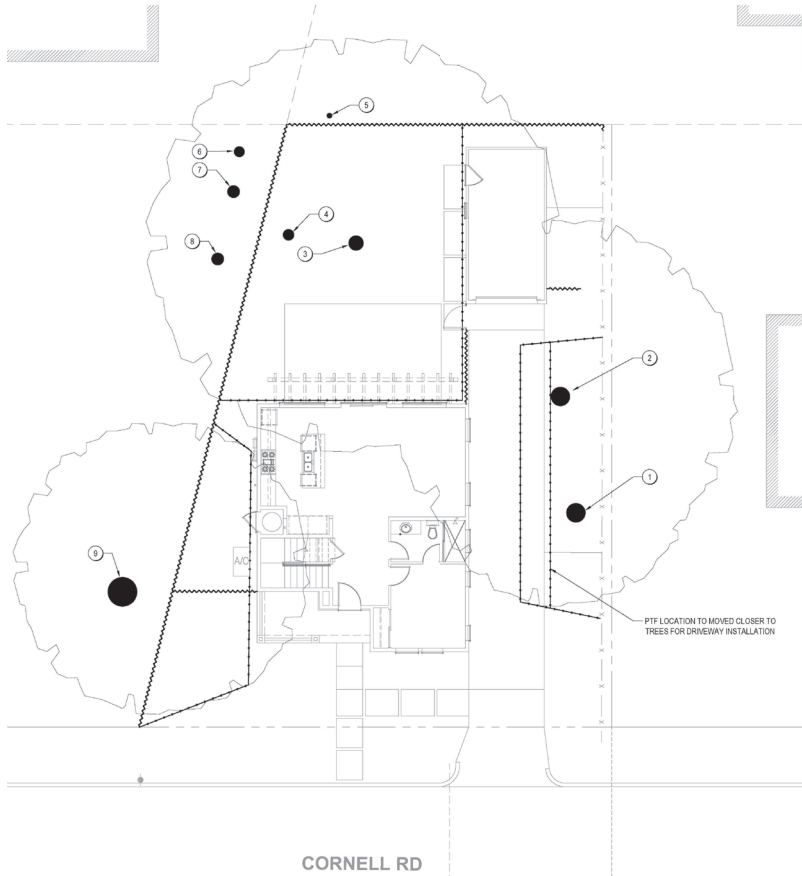


SAN RAMON : (925) 866-0322
ROSEVILLE : (916) 375-1877
WWW.CBANDG.COM
SURVEYORS • PLANNERS

SHEET NO.
AP-1
OF 1 SHEETS

FOUR-200 MENLO PARK/CORNELL ROAD/ADJACENT PROPERTIES/AREA PLAN/01 CORNELL RD.DWG

PROPOSED TREE PROTECTION PLAN

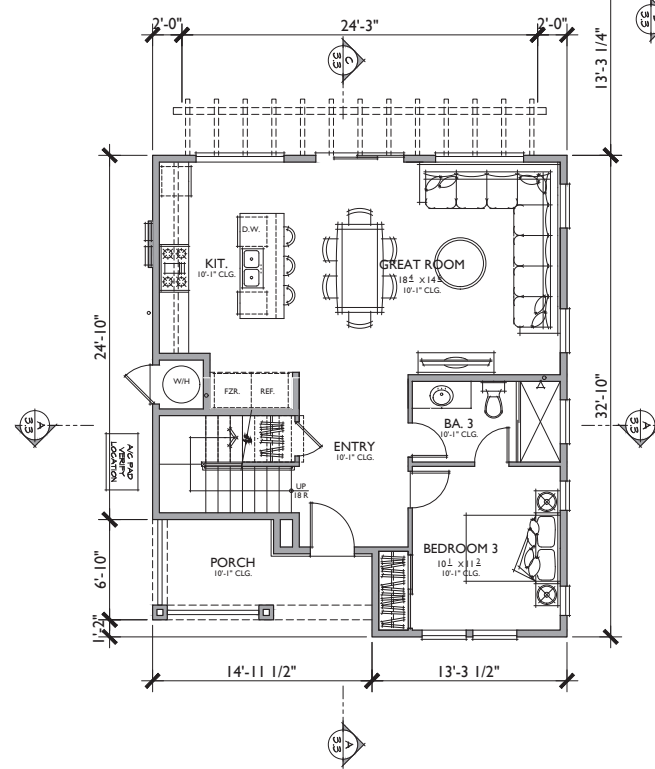
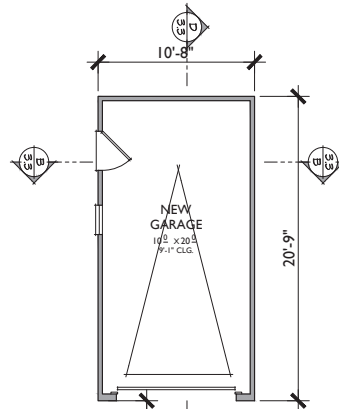


PROPOSED SITE PLAN

69 CORNELL
Menlo Park, California

9 4 8 16 918.21247



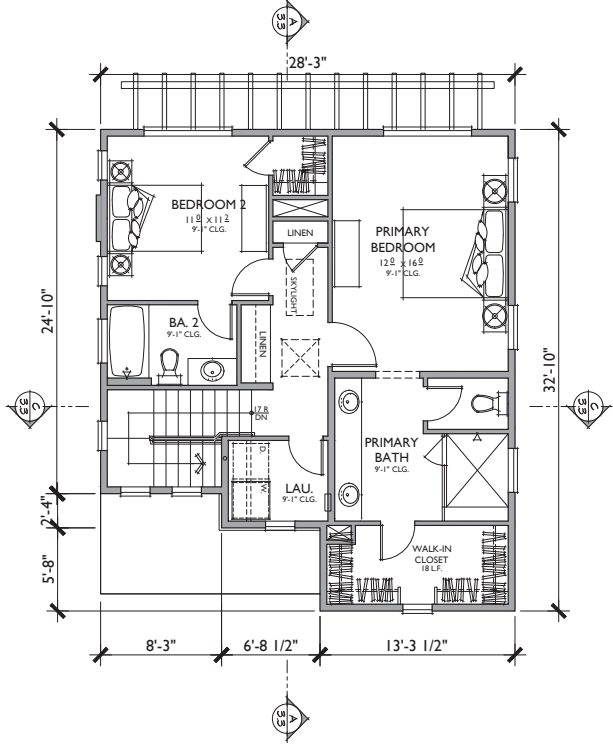
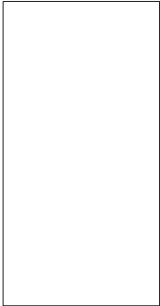


3 BEDROOMS / 3 BATHS
1 - CAR GARAGE

FLOOR AREA TABLE	
1ST FLOOR	824 SQ. FT.
2ND FLOOR	759 SQ. FT.
TOTAL LIVING	1,583 SQ. FT.
1 - CAR GARAGE	221 SQ. FT.
PORCH	87 SQ. FT.
LOT COVERAGE	29%
FAL (1664-2329)	1945

NOTE: SQUARE FOOTAGE MAY VARY DUE TO METHOD OF CALCULATION





3 BEDROOMS / 3 BATHS
1 - CAR GARAGE

FLOOR AREA TABLE	
1ST FLOOR	824 SQ. FT.
2ND FLOOR	759 SQ. FT.
TOTAL LIVING	1,583 SQ. FT.
1 - CAR GARAGE	221 SQ. FT.
PORCH	87 SQ. FT.
LOT COVERAGE	29%
FAL (1664-2329)	1945

NOTE: SQUARE FOOTAGE MAY VARY DUE TO METHOD OF CALCULATION

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ARCHITECTURE • PLANNING • INTERIORS

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FLOOR PLAN
Second Floor
69 CORNELL
Menlo Park, California

9 18.21247

2021 Oakland Drive, Suite 100
Newport Beach, CA USA 92660
tel: +1 949 553 9100
fax: +1 949 551 0548

A2.1

10.07.22



AREA CALCULATION

LABEL	DIMENSIONS	AREA
FIRST FLOOR		
A	13'-3.5" X 32'-10"	436 SQ. FT.
B	6'-8.5" X 27'-2"	182 SQ. FT.
C	8'-3" X 24'-10"	206 SQ. FT.
	SUBTOTAL	824 SQ. FT.

GARAGE		
D	10'-8" X 20'-9"	221 SQ. FT.
	SUBTOTAL	221 SQ. FT.

SECOND FLOOR		
E	13'-3.5" X 32'-10"	436 SQ. FT.
F	6'-8.5" X 6'-3"	42 SQ. FT.
G	4'-8" X 20'-11"	98 SQ. FT.
H	10'-3.5" X 17'-9"	183 SQ. FT.
	SUBTOTAL	759 SQ. FT.

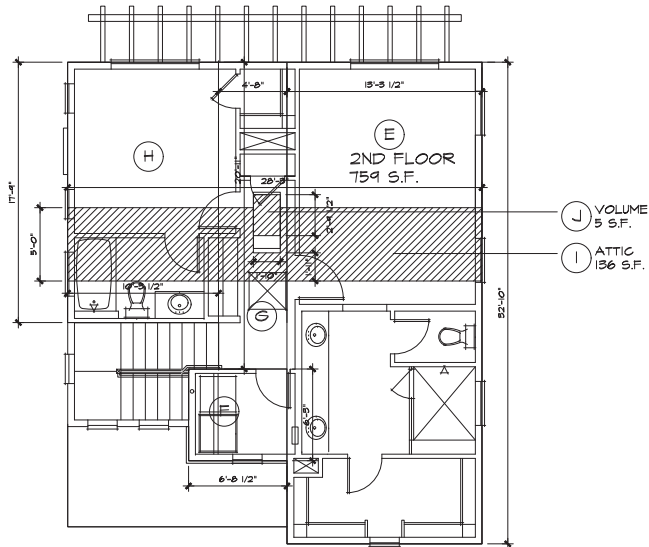
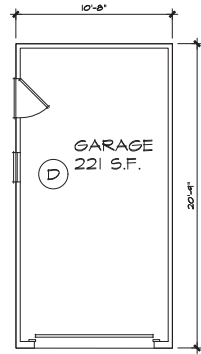
PORCH (FOR BUILDING COVERAGE ONLY)		
K	6'-8.5" X 4'-6"	30 SQ. FT.
L	8'-3" X 6'-10"	57 SQ. FT.
	SUBTOTAL	87 SQ. FT.

TRELLIS (FOR BUILDING COVERAGE ONLY)		
M	24'-3" X 3'-5.5"	84 SQ. FT.

ATTIC / VOLUME		
I	28'-3" X 5'-0" (GREATER THAN 9' IN HEIGHT)	136 SQ. FT.
J	1'-10" X 2'-9.5" (GREATER THAN 12' IN HEIGHT)	5 SQ. FT.
	SUBTOTAL	141 SQ. FT.

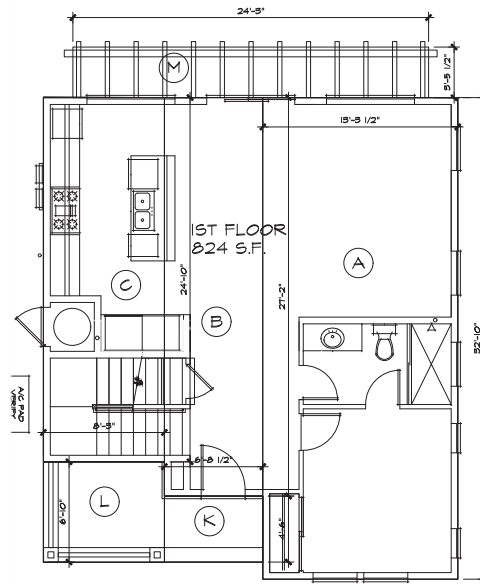
BUILDING COVERAGE		
FIRST FLOOR (A-C)	824 SQ. FT.	
GARAGE (D)	221 SQ. FT.	
PORCH (K-L)	87 SQ. FT.	
TRELLIS (M)	84 SQ. FT.	
TOTAL	1,216 SQ. FT.	

FLOOR AREA LIMIT		
FIRST FLOOR (A-C)	824 SQ. FT.	
SECOND FLOOR (E-H)	759 SQ. FT.	
GARAGE (D)	221 SQ. FT.	
ATTIC (I)	136 SQ. FT.	
VOLUME (J)	5 SQ. FT.	
TOTAL (1664-2329 MAX.)	1,945 SQ. FT.	



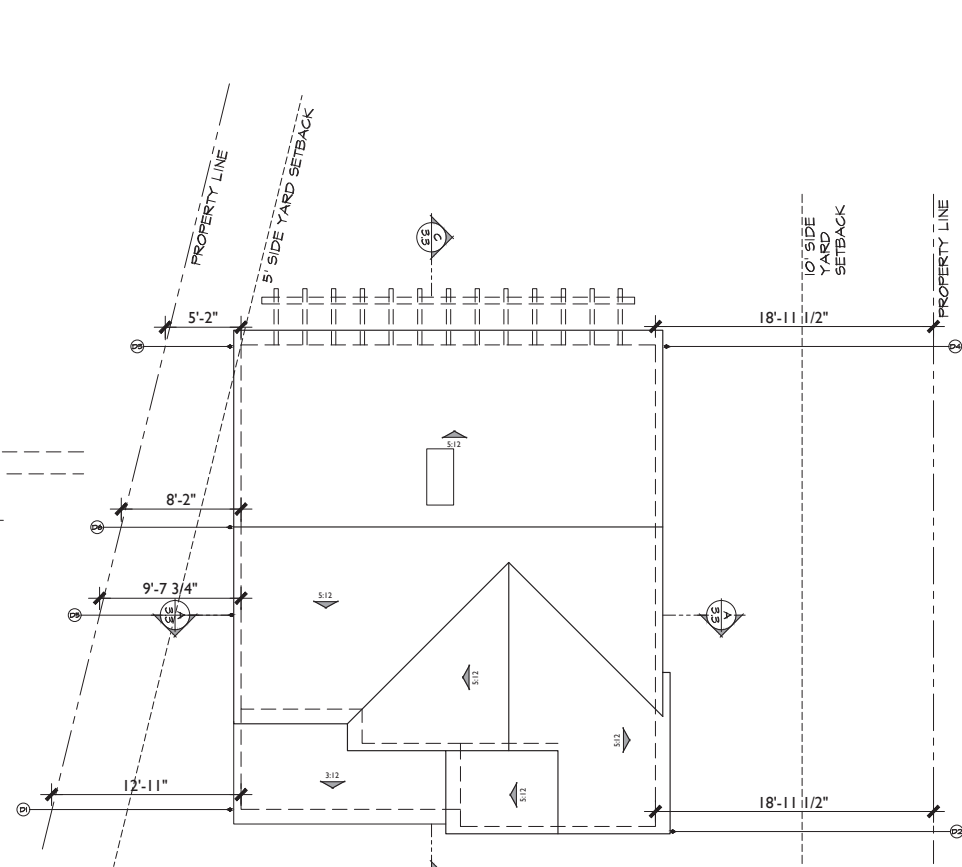
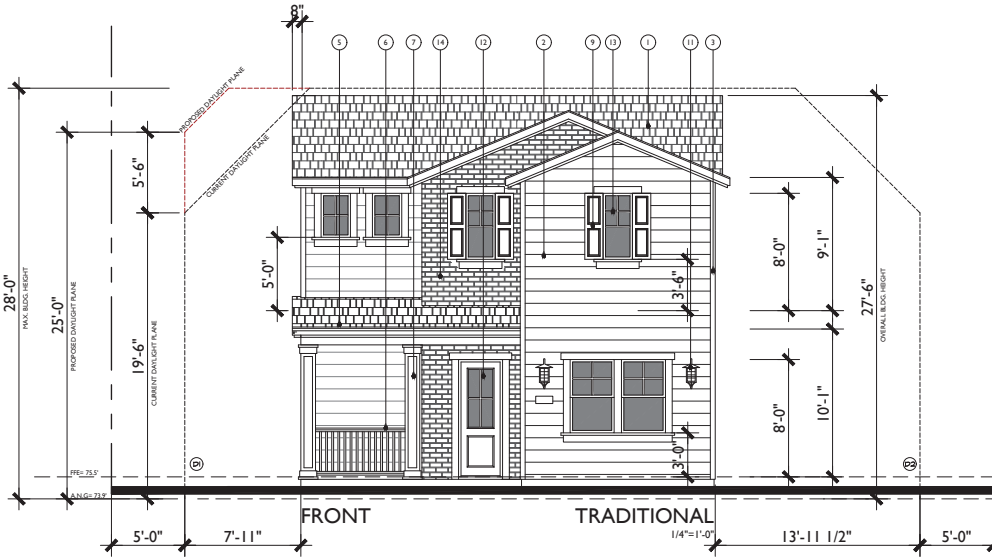
SECOND FLOOR PLAN

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



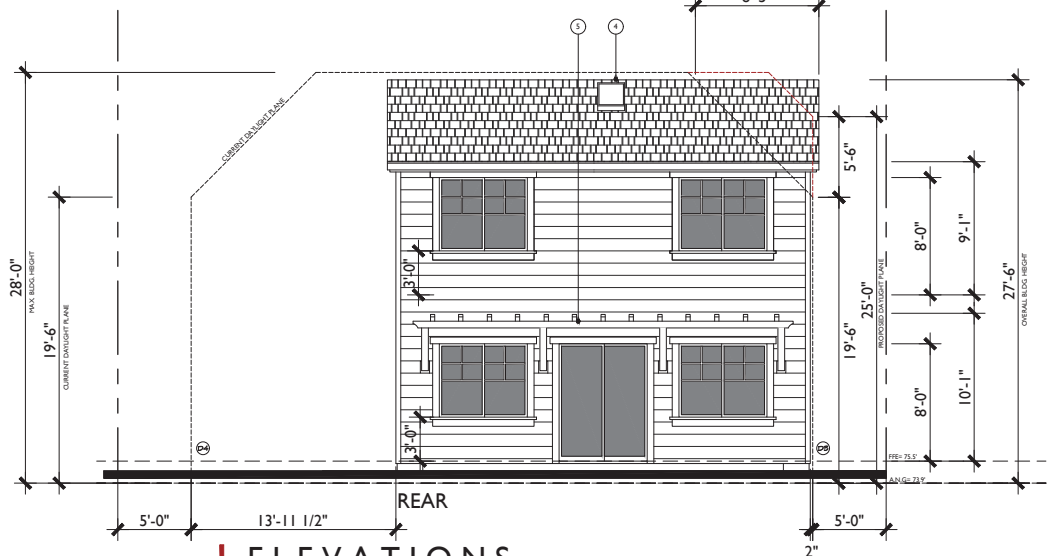
FIRST FLOOR PLAN

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



ROOF PLAN
 TRADITIONAL
 PITCH: 5:12 U.N.O.
 RAKE: 12"
 EAVE: 6"
 ROOF MATERIAL: COMPOSITION

- MATERIALS LEGEND:**
1. COMPOSITION SHINGLE ROOF
 2. CEMENTITIOUS SIDING
 3. CEMENTITIOUS TRIM
 4. SKYLIGHT
 5. WOOD TRELLIS
 6. WOOD RAILING
 7. DECORATIVE COLUMN
 8. DECORATIVE VENT
 9. DECORATIVE SHUTTER
 10. SECTIONAL GARAGE DOOR W/ WINDOWS
 11. COACH LIGHT
 12. FIBERGLASS ENTRY DOOR W/ WINDOW
 13. SDL FIBERGLASS WINDOW W/ SPACER BAR
 14. BRICK VENEER



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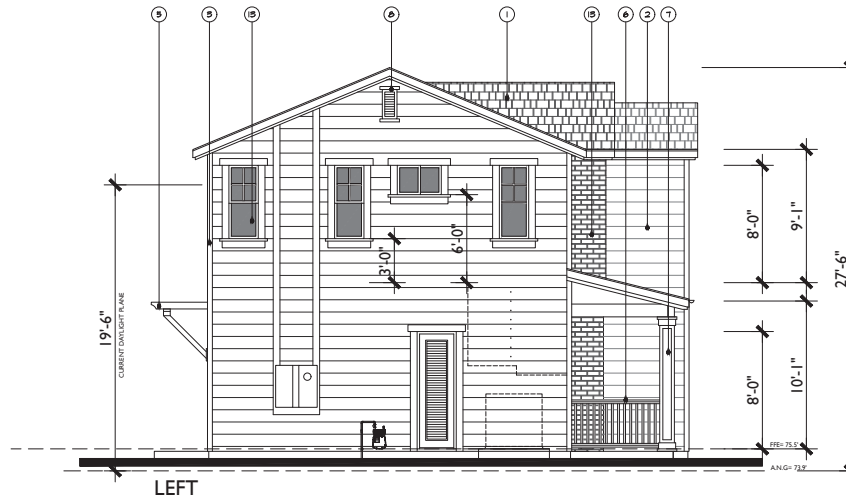
ELEVATIONS
 Front and Rear Elevations
69 CORNELL
 Menlo Park, California

0 2 4 8 918.21247

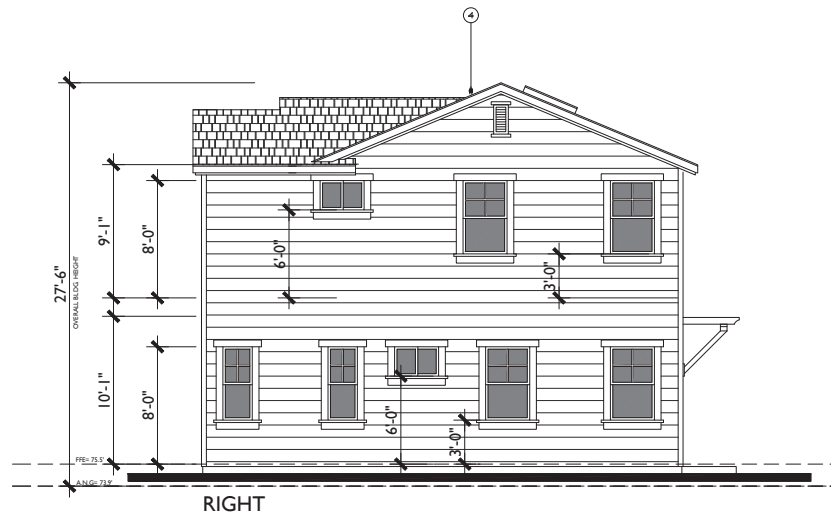
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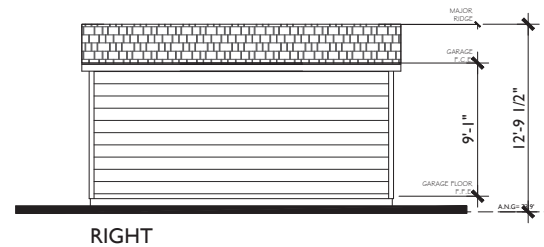
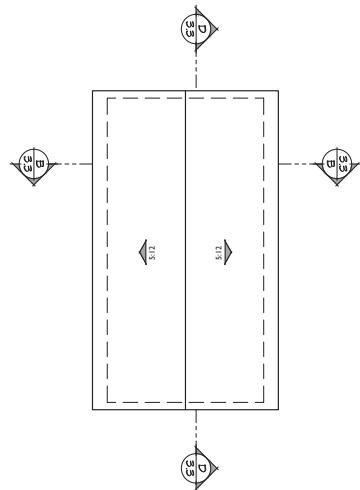
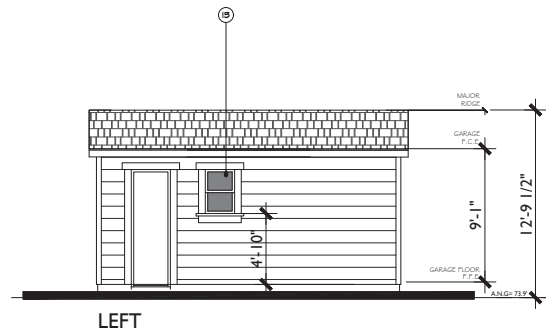
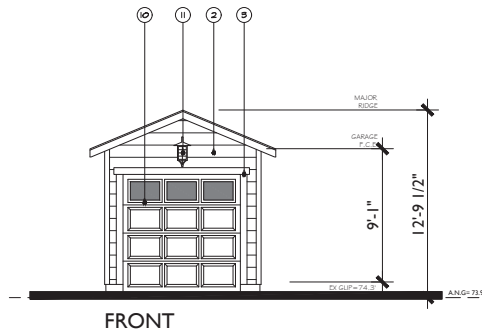
LEFT



RIGHT

MATERIALS LEGEND:

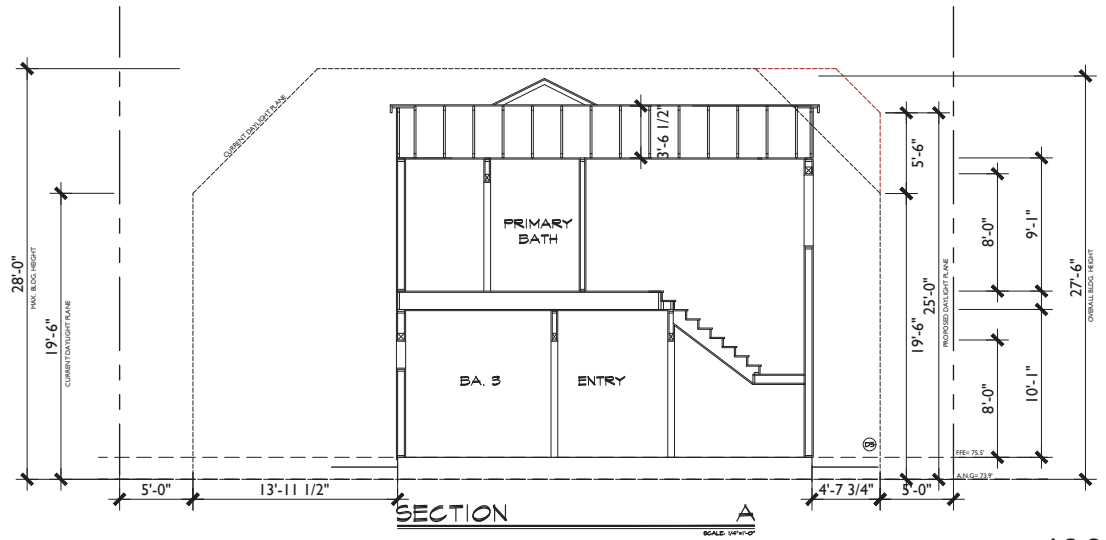
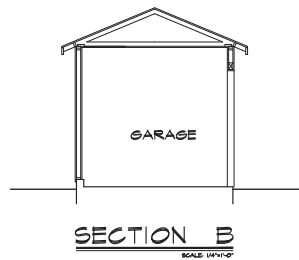
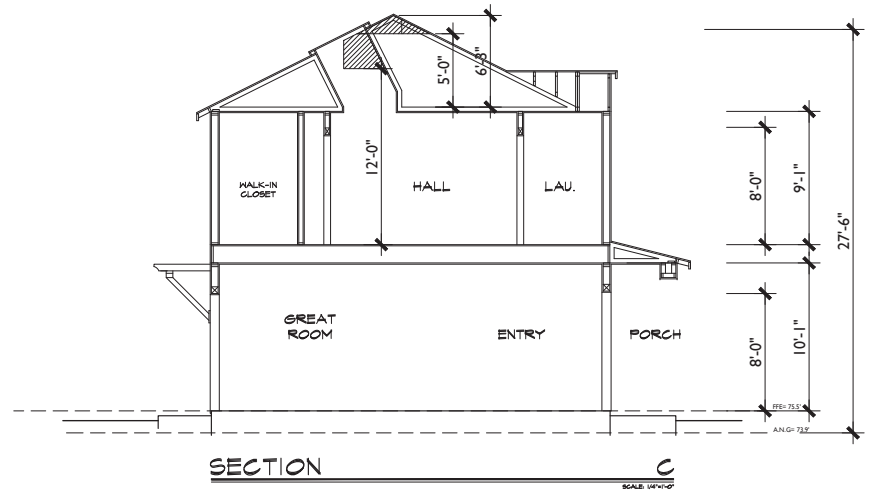
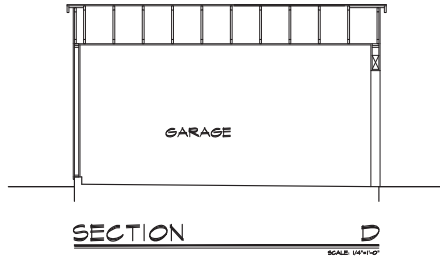
1. COMPOSITION SHINGLE ROOF
2. CEMENTITIOUS SIDING
3. CEMENTITIOUS TRIM
4. SKYLIGHT
5. WOOD TRELLIS
6. WOOD RAILING
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14. BRICK VENEER

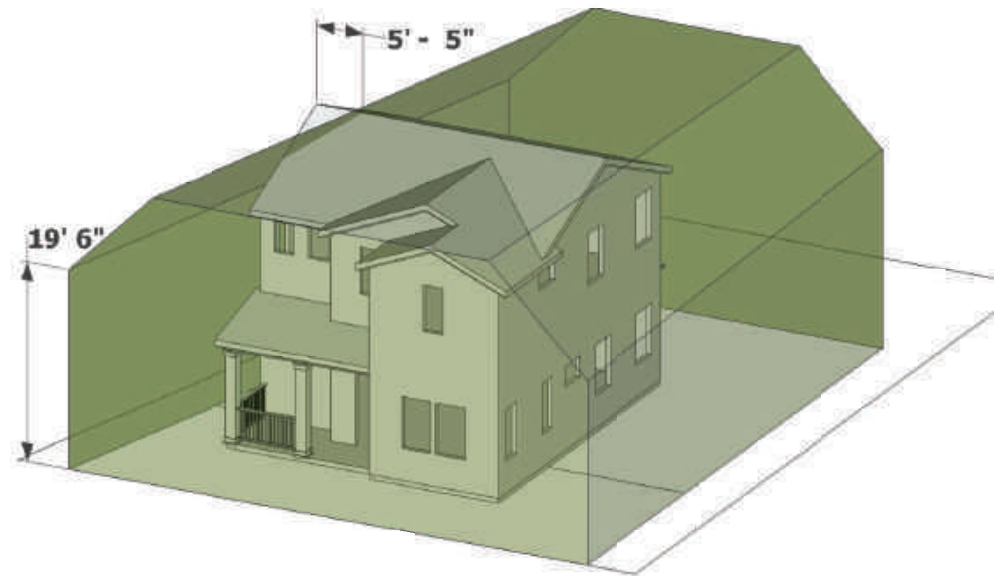
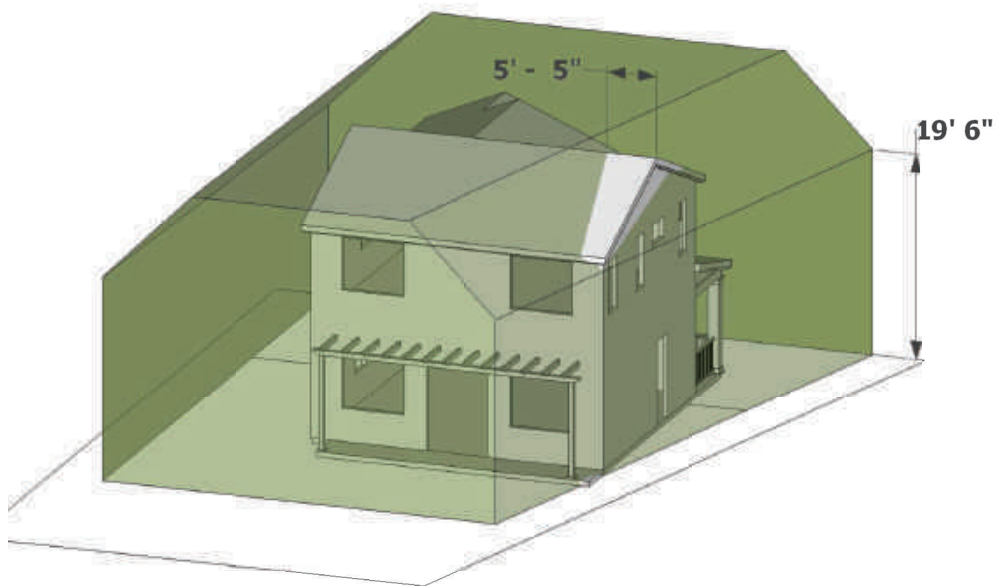


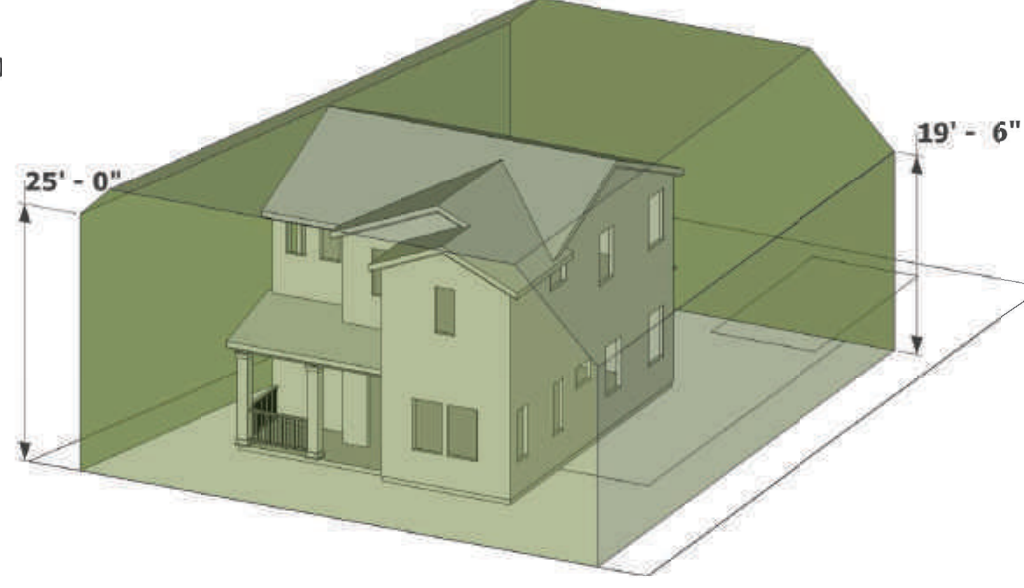
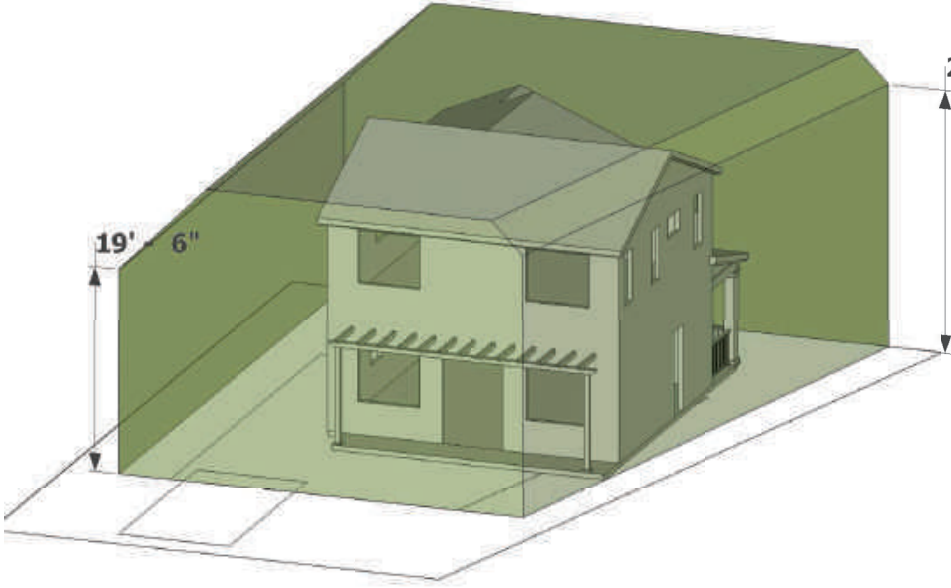
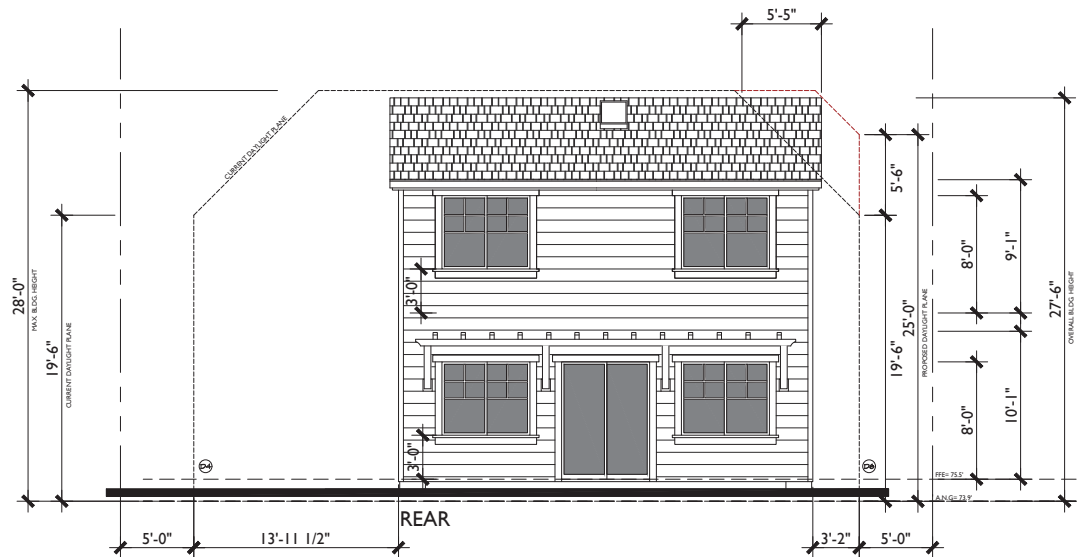
MATERIALS LEGEND:

1. COMPOSITION SHINGLE ROOF
2. CEMENTITIOUS SIDING
3. CEMENTITIOUS TRIM
4. SKYLIGHT
5. WOOD TRELLIS
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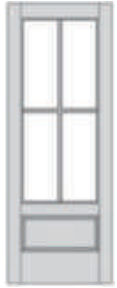








WINDOW FRAMES: BLACK



FRONT DOOR
 MASONITE
 VISTAGRANDE
 MATERIAL OPTIONS: FIBERGLASS
 STYLE: ¾ LITE 4 SDL PANEL DOOR



GARAGE DOOR
 CLOPAY GRANDE HARBOR
 SERIES 1; DESIGN 12
 WINDOW: SQ22



FENCE STAIN
 SEMI-SOLID
 DUNE GRAY



EXTERIOR RENDERINGS
 (NOT TO SCALE)

69

HOUSE NUMBERS



EXTERIOR LIGHT FIXTURE
 9"W x 12.5"H x 10.5"D

WHITE PAINT

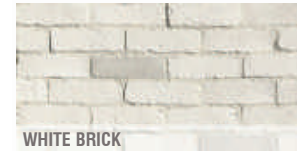
- FASCIA, EAVES, HEADERS
- POSTS, BEAMS, COLUMNS
- TRELLIS
- TRIM

BEIGE PAINT

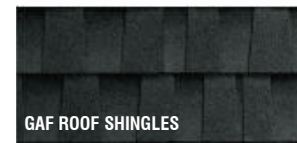
- SIDING, SIDING CORNER TRIMS

GRAY PAINT

- FRONT DOOR
- GARAGE DOOR
- SHUTTERS



WHITE BRICK



GAF ROOF SHINGLES



69 CORNELL ROAD
 MENLO PARK, CALIFORNIA 94025

This is an example of design specifications for this particular plan and elevation. Detailed specifications, finishes and fixtures are subject to change, on homes prior to sale. At any time without notice or obligation. Square footage and floor dimensions are approximate and may vary in construction and depending on the standard of measurement used. All dimensions are in feet and inches. All dimensions are approximate. © 2018 Thomas James Homes, LLC. 02018 Thomas James Homes, LLC. All rights reserved. CA DREL License #0207297.

NOTES:
 DIMENSIONS PROVIDED IN THIS DOCUMENT ARE BASED OFF THE ARCHITECTURAL PLANS AND ARE TO BE VERIFIED IN FIELD. ACTUAL FIELD CONDITIONS MAY EFFECT THESE DIMENSIONS. PROJECT HANGER TO NOTIFY DESIGNER OF DIMENSIONS AND FIELD CONDITIONS THAT DIFFER FROM THE DESIGN PACKAGE AND ARCHITECTURAL PLANS.

DATE: 03.17.22
 DESIGNER: SAMIA S RASHED
 ARCHITECT: BASSENIAN LAGONI

NOTE: RENDERINGS SHOWN ARE FOR ILLUSTRATION PURPOSES ONLY AND ARE NOT INTENDED TO BE AN ACTUAL DEPICTION OF THE HOME OR IT'S SURROUNDINGS

PLAN B16
 COASTAL A4.0

LEGEND

- COUNTER
- UPPER CABINET
- FULL HEIGHT CABINET
- WD = WASHER/DRYER COMBO
- W = WASHER
- D = DRYER
- R = RANGE
- REF = REFRIGERATOR
- O = OVEN
- DW = DISH WASHER
- TC = TRASH COMPACTOR
- FURN = FURNACE
- W = WALL HEATER
- GM = GAS METER
- EM = ELECTRIC METER
- EP = ELECTRICAL PANEL
- CLG = CEILING HEIGHT
- RH = HEADER HEIGHT



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 F 888.696.2966
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WORRY FREE RENOVATIONS

THOMAS JAMES HOMES

PROJECT TYPE

FLOOR PLAN

PROJECT NAME

69 CORNELL ROAD RESIDENCE

PROJECT ADDRESS

69 CORNELL ROAD,
 MENDOTA, CA 94025

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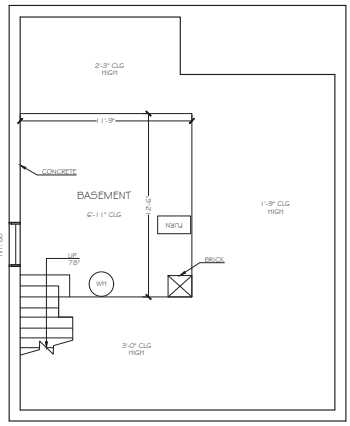
SCALE
 1/4" = 1'-0"

PROJECT
 2360_BA

APPROVED BY
 TL

DATE
 08/09/2021

SHEET
 A5.0



BASEMENT

LEGEND

COUNTER
 UPPER CABINET
 FULL HEIGHT CABINET

WD = WASHER/DRYER COMBO
 W = WASHER
 D = DRYER
 R = RANGE
 REFR = REFRIGERATOR
 O = OVEN
 DW = DISH WASHER
 TC = TRASH COMPACTOR
 FURN = FURNACE
 WH = WALL HEATER
 GM = GAS METER
 EM = ELECTRIC METER
 EP = ELECTRICAL PANEL

CLG = CEILING HEIGHT
 RH = HEADER HEIGHT

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**WORRY FREE
 RENOVATIONS**

PREPARED FOR

THOMAS JAMES
 HOMES

PROJECT TYPE

FLOOR PLAN

PROJECT NAME

G9 CORNELL
 ROAD RESIDENCE

PROJECT ADDRESS

G9 CORNELL ROAD,
 MENDOTA PARK, CA
 94025

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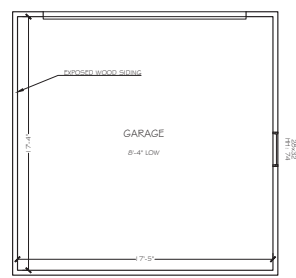
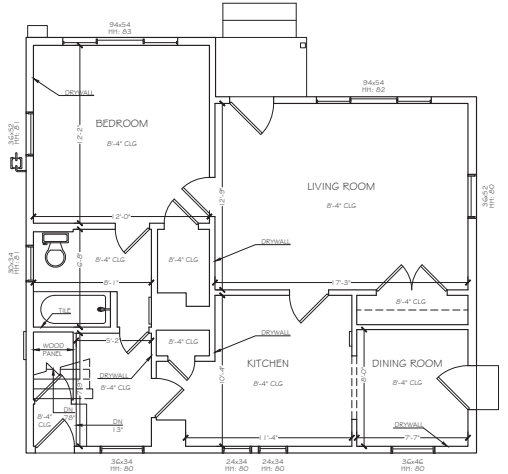
SCALE
 1/4" = 1'-0"

PROJECT
 2360_BA

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DATE
 08/09/2021

SHEET
 A5.1



MAIN LEVEL

LEGEND
 CHIMNEY OUTLINE
 BUILDING FOOTPRINT
 Ⓞ = DRAIN
 ⊞ = AIR CONDITIONER
 ◻ = UTILITY BOX

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PREPARED FOR

THOMAS JAMES HOMES

PROJECT TYPE

ROOF PLAN

PROJECT NAME

G9 CORNELL ROAD RESIDENCE

PROJECT ADDRESS

G9 CORNELL ROAD,
 MERRID PARK, CA
 94025

Warranty Waiver by Owner/Builder
 I/We, the undersigned, hereby certify that we are the owner of the above described property and we have authorized the undersigned to prepare these plans. We warrant that we are the owner of the above described property and we have authorized the undersigned to prepare these plans. We warrant that we are the owner of the above described property and we have authorized the undersigned to prepare these plans. We warrant that we are the owner of the above described property and we have authorized the undersigned to prepare these plans.



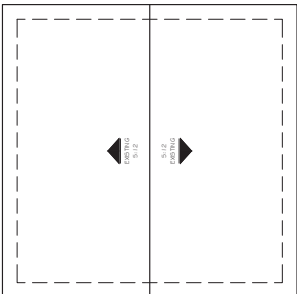
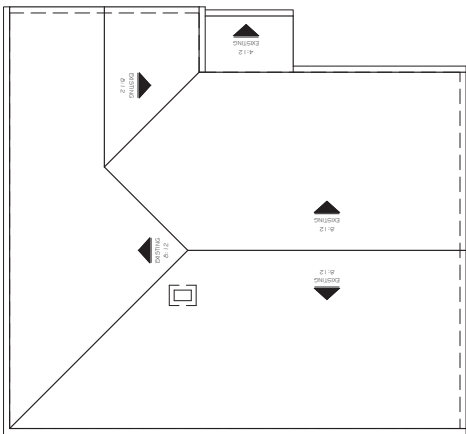
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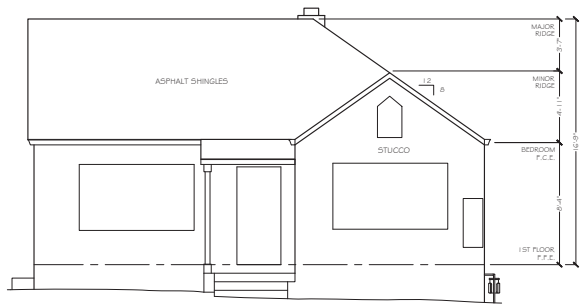
PROJECT
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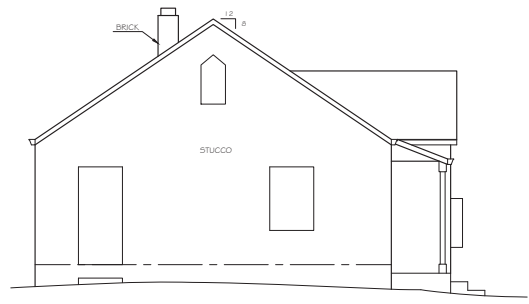
DATE
 08/09/2021

SHEET
 A5.2

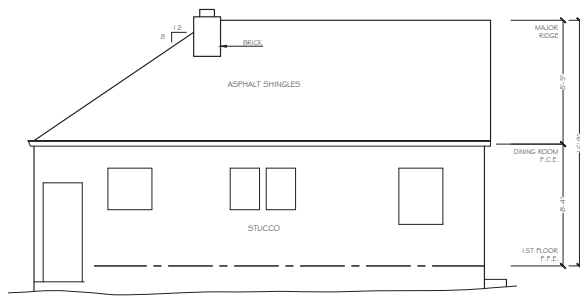




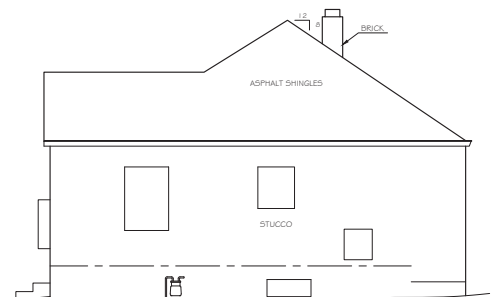
NORTH



EAST



SOUTH



WEST

LEGEND
 FINISHED GRADE LINE
 FINISHED FLOOR LINE
 12/8
 ROOF PITCH LABEL (RISE/RUN)

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 RENOVATIONS**

PREPARED FOR
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 HOMES

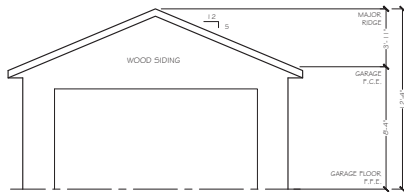
PROJECT TYPE
 EXTERIOR
 ELEVATIONS

PROJECT NAME
 G9 CORNELL
 ROAD RESIDENCE

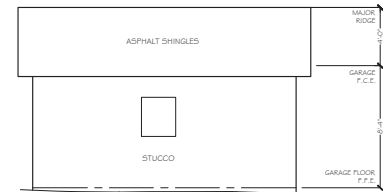
PROJECT ADDRESS
 G9 CORNELL ROAD,
 MENDOTA PARK, CA
 94025

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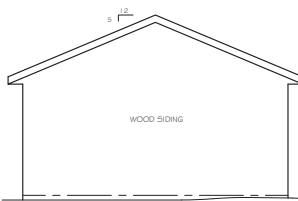
SCALE
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 PROJECT
 2360_BA
 APPROVED BY
 TL
 DATE
 08/09/2021
 SHEET
 A5.3



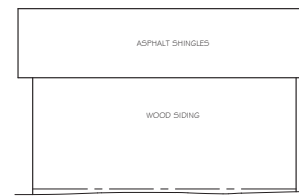
NORTH



EAST



SOUTH



WEST

DETACHED GARAGE

LEGEND
 FINISHED GRADE LINE
 FINISHED FLOOR LINE
 12
 5
 ROOF PITCH LABEL (RISE/RUN)

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WORRY FREE RENOVATIONS

PREPARED FOR

THOMAS JAMES HOMES

PROJECT TYPE

EXTERIOR ELEVATIONS

PROJECT NAME

G9 CORNELL ROAD RESIDENCE

PROJECT ADDRESS

G9 CORNELL ROAD, MENDOTA PARK, CA 94025

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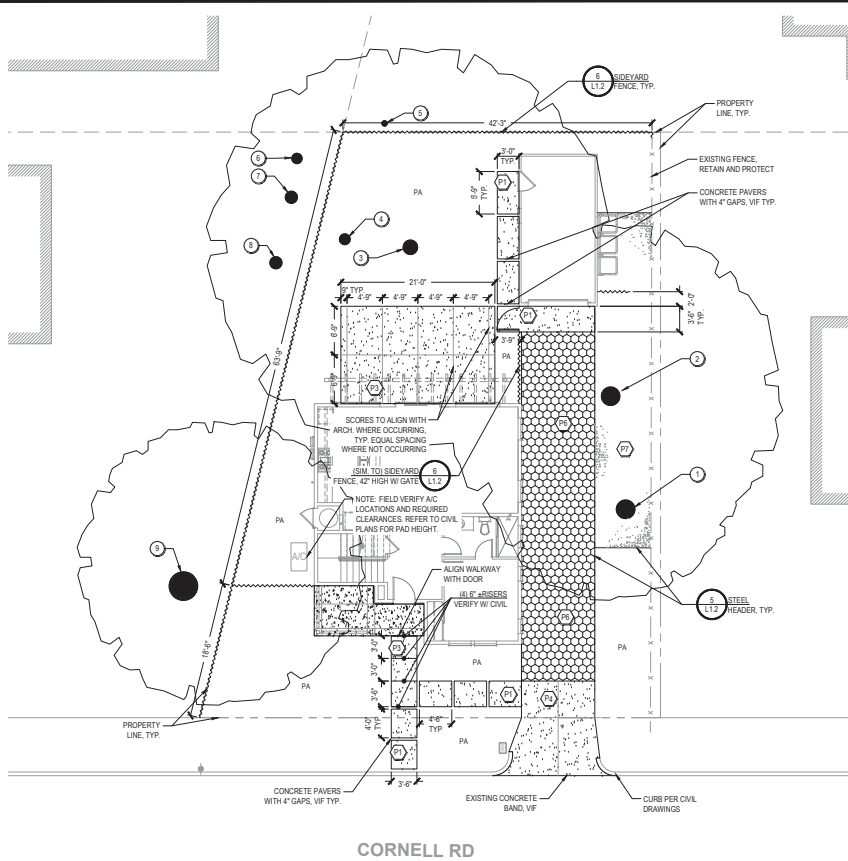
SCALE 1/4" = 1'-0"

PROJECT 2360_BA

APPROVED BY TL

DATE 08/09/2021

SHEET A5.4



TREE PROTECTION CHART NOTE: SEE ARBORIST REPORT FOR ADDITIONAL INFORMATION

KEYNOTE	TAG#	STATUS	LOCATION	SCIENTIFIC NAME	COMMON NAME	DBH (in)	ACTION
1	8577	Protected	On-Site	<i>Sequoia sempervirens</i>	Coast Redwood	29	Retain and Protect
2	8578	Protected	On-Site	<i>Quercus agrifolia</i>	Coast Live Oak	32	Retain and Protect
3	8579	Protected	On-Site	<i>Acer buergerianum</i>	Trident Maple	26	Retain and Protect
4	8580	Protected	On-Site	<i>Acer buergerianum</i>	Trident Maple	19	Retain and Protect
5	8581	Non-Protected	Off-Site	<i>Sequoia sempervirens</i>	Coast Redwood	9	Retain and Protect
6	8582	Non-Protected	Off-Site	<i>Sequoia sempervirens</i>	Coast Redwood	13	Retain and Protect
7	8583	Protected	Off-Site	<i>Sequoia sempervirens</i>	Coast Redwood	23	Retain and Protect
8	8584	Protected	Off-Site	<i>Sequoia sempervirens</i>	Coast Redwood	22	Retain and Protect
9	8585	Protected	Off-Site	<i>Quercus agrifolia</i>	Coast Live Oak	15	Retain and Protect

CONSTRUCTION NOTES

1. LOCAL CODES AND ORDINANCES: WORK SHALL CONFORM TO ALL LOCAL CODES, ORDINANCES, AND REQUIREMENTS, INCLUDING FEDERAL ACCESSIBILITY GUIDELINES. NOTHING IN THE CONTRACT DOCUMENTS SHALL BE CONSTRUED AS AN EXEMPTION TO APPLICABLE CODES OR OTHER JURISDICTIONAL REQUIREMENTS.
2. UTILITIES: CONTACT COMMON GROUND ALLIANCE (C.G.A.) AT 811. AT LEAST TWO WORKING DAYS IN ADVANCE OF WORK PER CA GOV. CODE 4219. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES, WHETHER SHOWN OR NOT, AND SHALL PAY FOR ANY REPAIRS REQUIRED DUE TO THE CONTRACTOR'S OPERATIONS AT NO ADDITIONAL EXPENSE TO THE OWNER.
3. DISCREPANCIES: NOTIFY DISTRICTS REPRESENTATIVE OF ANY VARIATIONS BETWEEN THE CONTRACT DOCUMENTS AND FIELD CONDITIONS. DO NOT PROCEED WHERE DIFFERENCES EXIST THAT WOULD AFFECT THE WORK. ALL ADJUSTMENTS DUE TO FIELD CONDITIONS MUST BE APPROVED BY THE DISTRICTS REPRESENTATIVE PRIOR TO CONTINUING.
4. LAYOUT NOTES: THE WRITTEN DIMENSION SUPERCEDES SCALED OR GRAPHIC IDENTIFICATION. DIMENSIONS ARE BETWEEN PARALLEL OR PERPENDICULAR POINTS UNLESS NOTED OTHERWISE. DIMENSIONS ARE TO CENTERLINE OR FACE OF MASONRY, CONCRETE, OR FRAMING SUBSTRATE FINISH SURFACES, UNLESS NOTED OTHERWISE.
5. COORDINATION: CONTRACTOR SHALL COORDINATE WORK BETWEEN TRADES. ALL REQUIRED SLEEVING SHALL BE COORDINATED WITH SITE WORK, INCLUDING OTHER UNDERGROUND UTILITIES, CURBS, AND CONCRETE.
7. VERTICAL WORK: ALL VERTICAL CONSTRUCTION SHALL BE INSTALLED TRUE AND PLUMB. ALL UNIT COURSING AND TOPS OF WALLS, FENCES, ETC. SHALL BE LEVEL UNLESS NOTED OTHERWISE. ALL CURVES SHALL BE CONTINUOUS AND EVEN WITH NO BREAKS OR ANGLES AT POINTS OF TANGENCY OR FORWARD CONTING.
8. LEAD TIME: SPECIFIED MATERIALS MAY REQUIRE A SIGNIFICANT LEAD TIME. CONTRACTOR IS SOLELY RESPONSIBLE TO LEAD TIMES AND TO PROVIDE SUBMITTALS, AND ORDER MATERIAL, AND ENSURE DELIVERY TO THE JOB SITE TO ALLOW TIMELY PROGRESSION OF WORK.
9. EXISTING WORK: WHERE NEW CONSTRUCTION ADJUTS EXISTING WORK, ALL EXISTING WORK SHALL BE PROTECTED. CONTRACTOR SHALL REPLACE ANY DAMAGED EXISTING WORK AT NO ADDITIONAL EXPENSE TO THE OWNER. ALL NEW WORK WILL CONFORM TO EXISTING WORK, INCLUDING FLATWORK, JOINTS, ELEVATIONS, COLOR, AND FINISH.
10. FENCINGS: FENCE LOCATIONS SHOWN ARE DIAGRAMMATIC AND FINAL LOCATIONS ARE TO BE COORDINATED IN THE FIELD BY THE LANDSCAPE CONTRACTOR.

LAYOUT LEGEND

DETAIL CALLOUT	ADJACENT EQUAL DISTANT	NATIVE GRASS	REFERENCED DETAIL NUMBER
ADJ	EQ	GRASS	REFERENCED DETAIL SHEET
BOC	EQ	OH	OVERHANGING PLANTING AREA
BOV	EQ	PA	PROPERTY LINE
CJ	EQ	PL	POINT OF BEGINNING
CL	EQ	PL	SHALLARS TO PROPERTY LINE
CL	EQ	PL	POINT OF BEGINNING
CL	EQ	PL	SHALLARS TO PROPERTY LINE
EJ	EQ	SYM	SYMMETRICAL TYPICAL
EQ	EQ	TYP	TYPICAL
LO	EQ	TURF	TURF AREA
LO	EQ	TURF	TURF AREA
MAX	EQ	UNO	UNLESS NOTED OTHERWISE
MIN	EQ	VF	VERIFY IN FIELD

PAVING AND FENCING LEGEND

- 71 CONCRETE PAVERS PER DETAIL 1L1.2: STANDARD GRAY CONCRETE WITH ACID ETCH FINISH WITH TOP CAST #01 SURFACE RETARDANT MANUFACTURED BY GRACE PRODUCTS. 4" GAP FILL WITH #2.
 - 72 DECORATIVE GRAVEL PER DETAIL 4L1.2: 1/2" CRUSHED GRAVEL, COLOR: CLOUD NINE (BUILDER TO VERIFY). BY DECORATIVE STONE SOLUTIONS (800.699.1878). 2" OVER COMPACTED SUBGRADE OVER FILTER FABRIC, WITH #4 GALVANIZED WIRE STAPLES.
 - 73 CONCRETE PAVING (PEDESTRIAN) PER DETAIL 2L1.2: STANDARD GRAY CONCRETE WITH ACID ETCH FINISH WITH TOP CAST #01 SURFACE RETARDANT MANUFACTURED BY GRACE PRODUCTS.
 - 74 CONCRETE PAVING (VEHICULAR) PER DETAIL 3L1.2: STANDARD GRAY CONCRETE WITH ACID ETCH FINISH WITH TOP CAST #01 SURFACE RETARDANT MANUFACTURED BY GRACE PRODUCTS. TOOLED SCORE JOINTS AS SHOWN ON PLANS.
 - 75 CONCRETE TO BE POURED WITH ARCHITECTURE. REFER TO STRUCTURAL DRAWINGS.
 - 76 GRAVEL/PAVE SYSTEM PER DETAIL 9L1.2: UNIT SIZE 20" X20" X1". COLOR: TERRA COTTA (VERIFY WITH BUILDER), WITH 3/8" CRUSHED GRAVEL, COLOR: GOLD. VERIFY WITH BUILDER.
 - 77 DECORATIVE 1-1/2" COBBLE, DETAIL 9L1.2, COLOR: GOLD. VERIFY WITH BUILDER.
- SIDEYARD FENCE: PER DETAIL 6L1.2: 154LF (CONTRACTOR TO VERIFY, INCLUDES ONE 3'-0" GATE)
- STEEL HEADER, TYP. REFER TO PLAN FOR EXACT LOCATIONS AND CONDITIONS.

SITE CALCULATIONS (PERFORMANCE APPROACH)

69 CORNELL ROAD	SF	% OF LOT AREA
EXISTING		
TOTAL LOT SF	4,238	100%
TOTAL PERMEABLE AREA	2,786	66%
PROPOSED LOT LANDSCAPE AREA (% OF TOTAL AREA)	1,780	42%
SHRUB AND GROUND COVER AREA (% OF TOTAL LANDSCAPE AREA)	1,565	88%
PROPOSED TURF AREA (% OF TOTAL LANDSCAPE AREA)	0	0%
NON-PLANTED AREA (% OF TOTAL LANDSCAPE AREA)	215	12%
AGGREGATE TRASH TREE AREA	345	
GRAVEL PAVE DRIVEWAY	476	
WALKABLE CONCRETE PADS WITH GAPS	182	
TOTAL IMPERMEABLE AREA	1,452	34%
RESIDENCE/GARAGE FOOTPRINT (% OF TOTAL AREA)	1,016	24%
LANAI	299	
FRONT PORCH	87	
DRIVEWAY (CONCRETE)	50	
CALCULATIONS FOR AREA PAST THE PROPERTY LINE		
LANDSCAPE	358	
DRIVEWAY APRON AND WALKWAY	116	

NOTE: WATER SUPPLY IS DOMESTIC.

SEE SHEET L1.2 FOR CONSTRUCTION DETAILS

HASBE COMPLIED WITH THE CRITERIA OF THE WATER CONSERVATION IN LANDSCAPE ORDINANCE AND HAVE APPLIED THEM FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE AND IRRIGATION DESIGN.

SIGNED: [Signature] DATE: 10/04/22

0' 5' 10' N
1/8" = 1'-0"



111 Scripps Drive
Sacramento,
California 95825
916.945.8003 | 916.342.7119
4009 c.r.l.a. 0544

LANDSCAPE IMPROVEMENT PLANS FOR

69 CORNELL ROAD MENLO PARK, CA

BY THOMAS JAMES HOMES

KEYMAP:

LAYOUT PLAN, NOTES, AND LEGEND

DRAWN BY:
STAFF
CHECKED BY:
DWC
JOB NO.
20035
DATE
09/02/2022
REVISIONS:

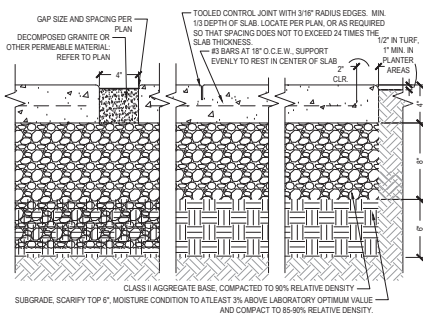


DATE SIGNED: 10/04/22

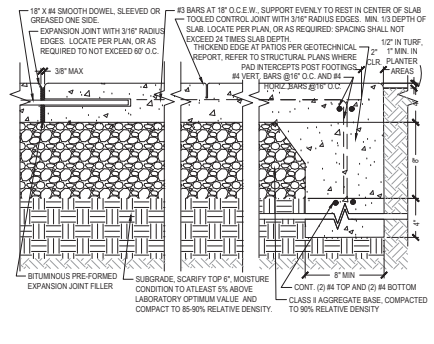
L1.1

DRAWINGS IN SET: 5

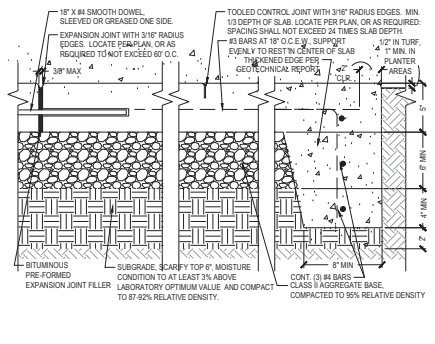
DESIGN REVIEW - NOT FOR CONSTRUCTION UNLESS APPROVED BY THE AUTHORITY HAVING JURISDICTION (AHJ).



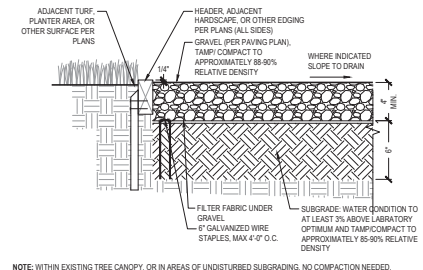
1 CONCRETE PAVERS
1" = 0'6"



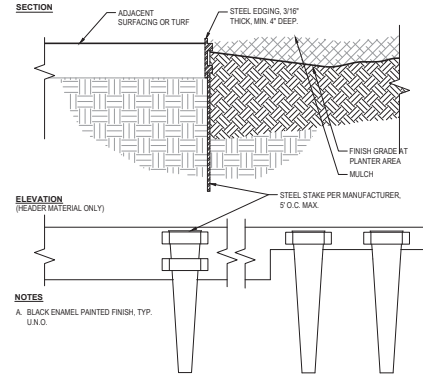
2 CONCRETE PAVING (PEDESTRIAN)
1" = 0'6"



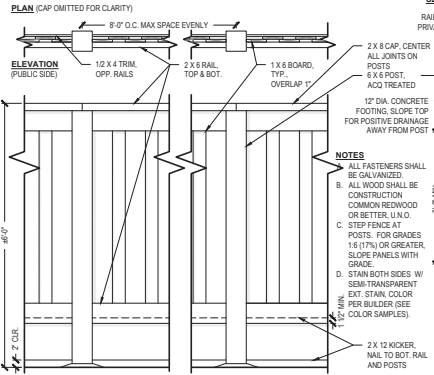
3 CONCRETE PAVING (VEHICULAR)
1" = 0'6"



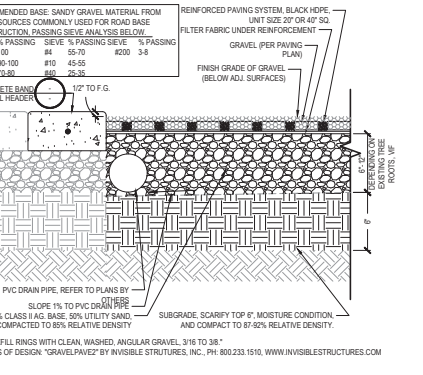
4 CRUSHED GRAVEL (PEDESTRIAN)
1" = 0'6"



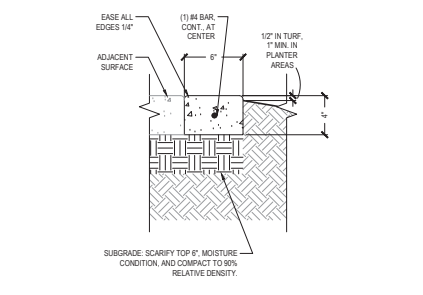
5 STEEL HEADER
1" = 0'6"



6 SIDYARD FENCE WITH GATE
3/4" = 1'0"



7 REINFORCED GRAVEL PAVING
1" = 0'6"



8 CONCRETE BAND (6")
1" = 0'6"

REPRESENTATIVE STAIN COLORS



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Sacramento,
California 95825
916.945.8003 | 916.342.7119
4009 c.r.l.a. 5044

LANDSCAPE IMPROVEMENT PLANS FOR
69 CORNELL ROAD
MENLO PARK, CA

BY **THOMAS JAMES HOMES**
KEYMAP:

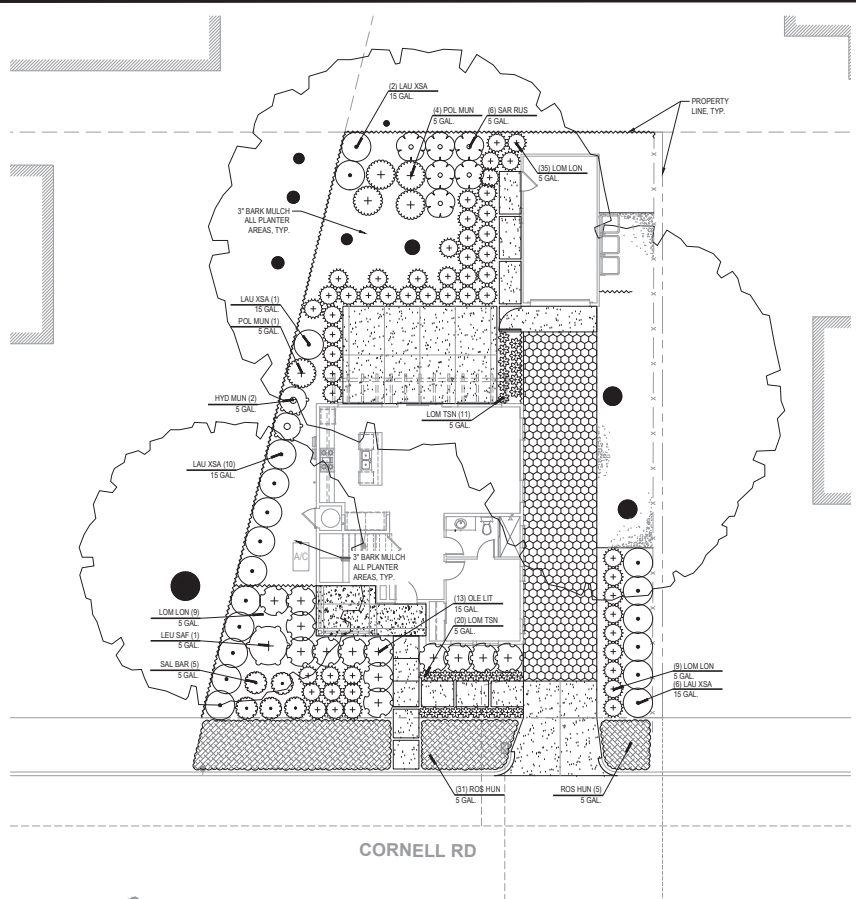
CONSTRUCTION DETAILS

DRAWN BY:
STAFF
CHECKED BY:
DWC
JOB NO.
20035
DATE
09/02/2022
REVISIONS:



L1.2

DRAWINGS IN SET: 5



CORNELL RD

PLANT LEGEND

SHRUBS	CODE	BOTANICAL / COMMON NAME	CONT	QTY
(O)	HYD MUN	HYDRANGEA QUERCIFOLIA 'MUNCHOK' / GALEAF HYDRANGEA WOODS (M), 3'-4' (HW)	5 GAL.	2
(*)	LAU XSA	LAIURUS X SARATOGA / SARATOGA LAUREL WOODS (L)	15 GAL.	19
(+)	LEU SAF	LEUCADENDRON X SAFARI SUNSET / CONEBUSH WOODS (L), (H) 6'-10' X (W) 6'-8"	5 GAL.	1
(*)	LOM TSN	LOMANDRA CONFERTIFOLIA 'FINESCAPE' / FINESCAPE SMALL MAT RUSH WOODS (L), (HW) 1'-5"	5 GAL.	31
(+)	LOM LON	LOMANDRA LONGIFOLIA 'BREEZE' / DWARF MAT RUSH WOODS (L), (HW) 2'	5 GAL.	53
(*)	OLE LT	OLEA EUROPAEA 'LITTLE OLLIE' TM / LITTLE OLLIE OLIVE WOODS (L), (H) 4' X (W) 6'	15 GAL.	13
(*)	POL MUN	POLYSTICHUM MUNITUM / WESTERN SWORD FERN WOODS (M)	5 GAL.	5
(*)	SAL BAR	SALVIA LEUCANTHA 'SANTA BARBARA' / MEXICAN BUSH SAGE WOODS (L), 3'-4' (HW)	5 GAL.	5
(*)	SAR RUS	SARCOCODA RUSCIFOLIA / FRAGRANT SWEETBOX WOODS (L)	5 GAL.	6
(*)	ROS HUN	ROSMARINUS OFF. 'HUNTINGTON CARPET' / PROSTRATE ROSEMARY WOODS (L), (H) 1'-2' X (W) 4'-8"	5 GAL.	36

GROUND COVERS	CODE	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
(*)	ROS HUN	ROSMARINUS OFF. 'HUNTINGTON CARPET' / PROSTRATE ROSEMARY WOODS (L), (H) 1'-2' X (W) 4'-8"	5 GAL.	36" o.c.	36

WATER USE CALCULATIONS

Water Efficient Landscape Worksheet				Project: 20035		
69 Cornell Road				Date: 10/4/2022		
Hydrozone/Planting Description	Plant Factor (PF)	Irrigation Method	Irrigation Efficiency	ETAF	Landscape Area (sq ft)	Estimated Total Water Use
Regular Landscape Areas						
Shrub and groundcover, front (Low A-1)	0.3	Drip/line	0.81	0.37	965	365
Shrub and groundcover, rear (Low to Moderate A-2)	0.5	Drip/line	0.81	0.62	938	579
					Totals	1,923
Nearest Data Location: Menlo Park						
Reference Eto	43.3					Estimated Total Water Use (ETWU)
Reference ETAF	0.55					25,665
						Maximum Allowed Water Allowance (MAWA)
						28,394

ETAF Calculations/Regular Landscape		Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, 0.45 or below for non-residential areas, and 0.85 for DSA projects. These values are also reference values for determining MAWA.	
Total ETAF x Area	944		
Total Area (sf)	1,923		
Average ETAF	0.49		

ETAF Calculations/All Landscape		'ETWU' = Eto x 0.62 x ETAF x Area	
Total ETAF x Area	944	'MAWA' = (Eto) (0.62) (ETAF x LA) + ((1-ETAF) x SLA)	
Total Area (sf)	1,923	'ETWU must be less than or equal to MAWA	
Average ETAF	0.49		

PLANTING NOTES

- SITE ACCEPTANCE:** THE CONTRACTOR SHALL OBSERVE THE SITE AND VERIFY THAT ROUGH GRADING AND ALL OTHER WORK HAS BEEN COMPLETED TO THE CONTRACTORS SATISFACTION. ANY PREVIOUS WORK THAT IS NOT COMPLETE SHALL BE BROUGHT TO THE OWNERS OR LANDSCAPE ARCHITECTS ATTENTION IN WRITING. BEGINNING WORK CONSTITUTES ACCEPTANCE OF THE SITE.
- SITE PREPARATION:** ALL EXISTING VEGETATION SHALL BE REMOVED (CLEAN AND GRUB). PRIOR TO ROUGH GRADING OPERATIONS, PRESERVE ALL TOPSOIL BY STOCKPILING ON SITE. TOPSOIL SHALL BE REPLACED IN PLANTING AREAS TO ACHIEVE FINAL FINISH GRADES. FOR PLANTERS IN LIME-TREATED AREAS, REMOVE AND DISPOSE OF EXISTING SOIL TO A DEPTH OF 2" THROUGHOUT THE ENTIRE PLANTER, AND REPLACE WITH CLEAN TOPSOIL.
- POSITIVE DRAINAGE:** ENSURE POSITIVE DRAINAGE IN ALL LANDSCAPE AREAS, AND SHALL ADJUST ELEVATIONS AS REQUIRED. MINIMUM SLOPE IN TURF AREAS SHALL BE 0.5% TO OUTLET, MINIMUM SLOPE IN PLANTED AREAS SHALL BE 1.0%.
- EXPLANATION OF DRAWINGS:** PLANTING INTENT IS TO COMPLETELY FILL ALL PLANTING AREAS, UNLESS SPECIFICALLY NOTED OTHERWISE. QUANTITIES, IF SHOWN ARE FOR CONTRACTORS CONVENIENCE ONLY, AND SHALL NOT RELIEVE THE CONTRACTOR OF THE OBLIGATION TO INSTALL PLANTS TO MEET THIS INTENT. PLANTING DETAILS ARE CONSIDERED TYPICAL, AND ALL WORK SHALL CONFORM TO THESE DETAILS.
- SUBSTITUTIONS:** IN THE EVENT ANY PLANT MATERIAL SPECIFIED IS NOT AVAILABLE, CONTRACTOR SHALL SUBMIT PROPOSED SUBSTITUTION IMMEDIATELY TO LANDSCAPE ARCHITECT. LANDSCAPE ARCHITECT RESERVES THE RIGHT TO ACCEPT THE SUITABILITY OF ANY PROPOSED SUBSTITUTION. SUBSTITUTIONS SHALL BE MADE AT NO ADDITIONAL COST TO THE OWNER.
- PLANTING PIT DRAINAGE:** EXCAVATED PLANTING PITS SHALL HAVE POSITIVE DRAINAGE. PLANT PITS WHEN FULLY LOADED WITH WATER SHALL DRAIN WITHIN 2 HOURS OF FILLING. IF PLANTING PITS DO NOT DRAIN, OTHER MEASURES, INCLUDING A 1" DIAMETER X 8" DEEP AUGURED HOLE BACKFILLED WITH CRUSHED DRAIN ROCK, WILL BE REQUIRED.
- PLANT MATERIAL:** ALL PLANT MATERIAL SHALL COMPLY WITH ANSI Z60.1 STANDARD FOR NURSERY STOCK. NOTES AND DETAILS ON THE DRAWINGS, UNLESS OTHERWISE NOTED, MINIMUM PLANT SIZES SHALL BE AS FOLLOWS. EVERGREEN SHRUBS (EXCEPT DWARF VARIETIES): 9" H. X 6" W. FOR 1-GALLON (H); 15" H. X 12" W. FOR 1.5-GALLON (H); 30" H. X 24" W. FOR 15-GALLON (H); SINGLE TRUNK TREES: 5" H. W. 1" CALIPER FOR 1.5-GALLON (H); 8" H. W. 2" CALIPER FOR 3" OR 5" (H); CONTRACTOR SHALL SUBMIT PHOTOS OF ALL TREES 30" AND ABOVE FOR LANDSCAPE ARCHITECTS APPROVAL PRIOR TO PURCHASE OR DELIVERY. APPROVAL OF PHOTOS DOES NOT PRECLUDE ON-SITE REJECTION OF UNSUITABLE PLANT MATERIAL.
- SITE CLEANLINESS:** THE CONTRACTOR IS RESPONSIBLE TO KEEP THE SITE CLEAN. FOR SOIL EROSION CONTROL MEASURES, AND FOR ANY OTHER GENERAL REQUIREMENTS, SHOULD EXISTING CONDITIONS REQUIRE MITIGATION, THE CONTRACTOR SHALL ALERT THE OWNER OR LANDSCAPE ARCHITECT PRIOR TO PERFORMING WORK.
- UNDERGROUND UTILITIES:** THE CONTRACTOR SHALL VERIFY ALL UNDERGROUND UTILITIES PRIOR TO BEGINNING WORK. CALL C.A. 811 TO LOCATE EXISTING UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OR REPLACEMENT OF ANY DAMAGED UTILITIES, TO THE SATISFACTORY OF THE OWNER AND GOVERNING AGENCY AT NO COST TO THE OWNER OR INCREASE IN BID AMOUNT.
- BARK MULCH:** A 3" LAYER OF "WALK-ON BARK MULCH" SHALL BE INSTALLED IN ALL PLANTING BEDS. CONTRACTOR SHALL SUBMIT A MULCH SAMPLE PRIOR TO ORDER. APPLY PRE-EMERGENT PRIOR TO PLACING MULCH. IF MAINTENANCE PERIOD EXCEEDS PAST 60 CALENDAR DAYS FROM APPLICATION, APPLY AGAIN PER MANUFACTURER'S INSTRUCTIONS.
- SOIL FERTILITY ANALYSIS AND AMENDMENT:** THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING A SOIL SAMPLE AND LABORATORY SOIL FERTILITY ANALYSIS FOR EACH 10,000 SF OF PLANTED AREA, AND FOR ALL SOURCES OF IMPORT (IF APPLICABLE). SUBMIT ANALYSIS TO LANDSCAPE ARCHITECT FOR REVIEW AND DOCUMENTATION OF AMENDMENT FOR COMPLIANCE WITH WATER EFFICIENT LANDSCAPE ORDINANCE. ALL PLANTING AREAS, INCLUDING PLANTING PITS, SHALL BE AMENDED PER THE SOILS REPORT, AND PER LOCAL ORDINANCE, INCLUDING INCORPORATING COMPOST AT THE RATE OF A MINIMUM OF 4 CU YD PER 1,000 SF OF LANDSCAPE AREA TO A DEPTH OF SIX INCHES. SOILS WITH GREATER THAN 6% ORGANIC MATTER IN THE TOP SIX INCHES OF SOIL ARE EXEMPT FROM ADDING COMPOST AND TILLING BACKFILL FOR ALL. SUCCULENTS SHALL BE 50% CLEAN WASHED SAND.
- CERTIFICATE OF COMPLETION:** A CERTIFICATE OF COMPLETION SHALL BE FILLED OUT AND CERTIFIED BY EITHER THE DESIGNER OF THE LANDSCAPE PLANS, IRRIGATION PLANS, OR THE LICENSED LANDSCAPE CONTRACTOR FOR THE PROJECT AT THE COMPLETION OF THE PROJECT AND SUBMITTED WITH THE SOIL ANALYSIS REPORT TO THE AUTHORITY HAVING JURISDICTION.
- MAINTENANCE PERIOD:** SHALL BE A MINIMUM OF 60 CALENDAR DAYS. ANY PLANT THAT HAS BEEN REPLACED DURING THE MAINTENANCE PERIOD SHALL BE SUBJECT TO AN ADDITIONAL 60 DAYS FROM THE DATE OF REPLACEMENT. ANY DAY OF IMPROPER MAINTENANCE, AS DETERMINED BY THE LANDSCAPE ARCHITECT OR LOCAL JURISDICTION, SHALL NOT COUNT TOWARD THE MAINTENANCE PERIOD.
- ROOT CONTROL BARRIERS:** WHERE STREET TREES ARE WITHIN 3 FEET OF THE SIDEWALK OR CURB, PROVIDE A ROOT CONTROL BARRIER PANEL ALONG THE FACE OF SIDEWALK/CURB. PANELS SHALL BE 12" DEEP ALONG SIDEWALKS, AND 18" DEEP ALONG CURBS. CENTER PANELS AT EACH TREE AND EXTEND 10' IN EACH DIRECTION.
- UTILITY CLEARANCE:** NO TREES SHALL BE PLANTED WITHIN 5' OF WATER AND SANITARY SEWER LINES. NO TREES SHALL BE PLANTED UNDER EXISTING OR FUTURE OVERHEAD POWER LINES, AND ALL REQUIRED CLEARANCES SHALL BE MAINTAINED. ALL PLANTING EXCEPT LOW-GROWING GROUND COVER SHALL BE 3' CLEAR OF ALL FIRE APPLIANCE/FIXTURES PER NFPA 163.7.
- WORK IN RIGHT-OF-WAY:** ALL WORK WITHIN THE RIGHT OF WAY OR TO BE MAINTAINED BY THE LOCAL AGENCY SHALL BE INSTALLED PER THE LATEST EDITION OF THE AGENCY CONSTRUCTION STANDARDS, AND ALL OTHER AGENCY REQUIREMENTS.
- TURF INSTALLATION:** CONTRACTOR SHALL PLACE AND ESTABLISH SOIL IN ALL AREAS AS DELINEATED ON THE PLANS AS FOLLOWS:
 - REMOVE ALL ROCKS AND OTHER DELETERIOUS MATERIAL, GREATER THAN 3/4" IN DIAMETER. ESTABLISH SMOOTH GRADES, WITH NO PONDING. ENSURE ADEQUATE SOIL COMPACTION TO AVOID SETTLEMENT, WITHOUT EXCEEDING 50% RELATIVE DENSITY. SUBSEQUENT SETTLEMENT SHALL BE CLEAR EVIDENCE OF INADEQUATE COMPACTION.
 - WITHIN 24 TO 48 HOURS OF SOODING, MOISTEN AREA TO BE SOODED TO A DEPTH OF AT LEAST 6", AND MAINTAIN MOISTURE UNTIL SOODING. DO NOT ALLOW SOIL TO BE COME SATURATED.
 - APPLY A STARTER FERTILIZER PRIOR TO LAYING SOD.
 - INSTALL SOD WITHIN 12 HOURS OF DELIVERY. DO NOT ALLOW SOD TO SIT IN DIRECT SUNLIGHT OR TO DRY OUT.
 - STARTING AT A STRAIGHT EDGE, LAY SOD IN STAGGERED ROWS, OFFSETTING JOINTS A MINIMUM OF 2 FEET.
 - AFTER LAYING, ROLL SOD WITH A LIGHT-WEIGHT WATER-DRUM ROLLER (APPROXIMATELY 50 LBS), AND ENSURE FULL CONTACT WITH SOIL. WATER AS SOON AS POSSIBLE, AND IN ALL CASES, WITHIN 1 HOUR AFTER LAYING.

I HAVE COMPLIED WITH THE CRITERIA OF THE WATER CONSERVATION IN LANDSCAPE ORDINANCE AND HAVE APPLIED THEM FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE AND IRRIGATION DESIGN.

SIGNED: [Signature] DATE: 10/04/22

SEE SHEET L2.2 FOR PLANTING DETAILS AND L2.3 FOR TREE PROTECTION PLAN



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4000 c.n.a. 5044

LANDSCAPE IMPROVEMENT PLANS FOR 69 CORNELL ROAD MENLO PARK, CA

BY THOMAS JAMES HOMES

KEYMAP:

PLANTING PLAN, NOTES, AND LEGEND

DRAWN BY:
STAFF
CHECKED BY:
DWC
JOB NO.
20035
DATE
09/02/2022
REVISIONS:

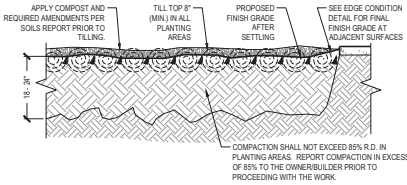


DATE SIGNED: 10/04/22

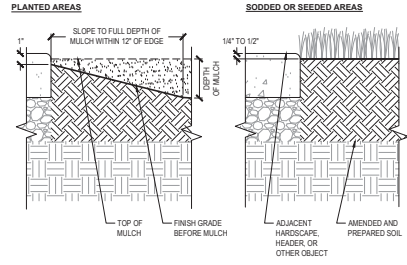
L3.1

DRAWINGS IN SET: 5

DESIGN REVIEW - NOT FOR CONSTRUCTION UNLESS APPROVED BY THE AUTHORITY HAVING JURISDICTION (AHJ).



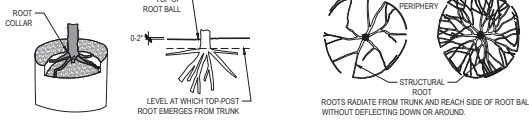
1 | PLANTING AREA SOIL PREPARATION
NO SCALE SECTION



2 | PLANTED AREA EDGE CONDITION AT HARDSCAPE
NO SCALE SECTION

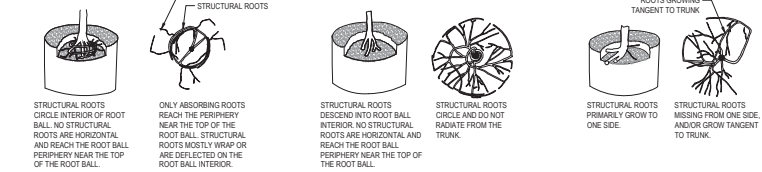
NOTES
A. PROVIDE POSITIVE DRAINAGE TO OUTLET IN ALL PLANTED AREAS. DO NOT ALLOW SURFACE DRAINAGE ONTO WALKWAYS, DRIVEWAYS, OR OTHER HARDSCAPE, OR SURFACE DRAINAGE TOWARD OR AGAINST STRUCTURES.

ACCEPTABLE

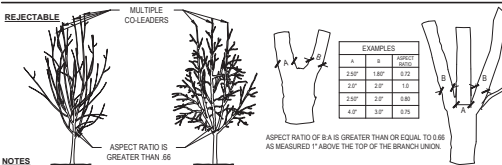
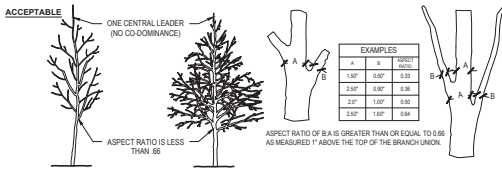


THE POINT WHERE TOP-MOST ROOT(S) EMERGES FROM THE TRUNK (ROOT COLLAR) SHOULD BE WITHIN THE TOP 2" OF SUBSTRATE. THE ROOT COLLAR AND THE ROOT BALL INTERIOR SHOULD BE FREE OF DEFECTS INCLUDING CIRCLING, KINKED, ASCENDING, AND STEM GIRDLING ROOTS. STRUCTURAL ROOTS SHALL REACH THE PERIPHERY NEAR THE TOP OF THE ROOT BALL.

REJECTABLE

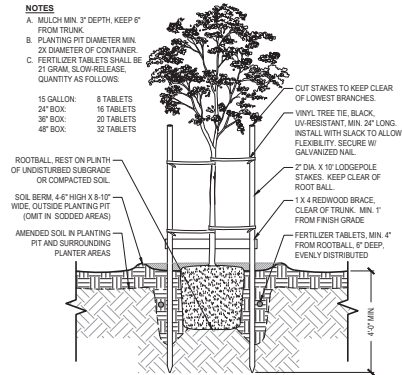


3 | ROOT STRUCTURE: CONTAINERIZED PLANTS
NO SCALE AS NOTED

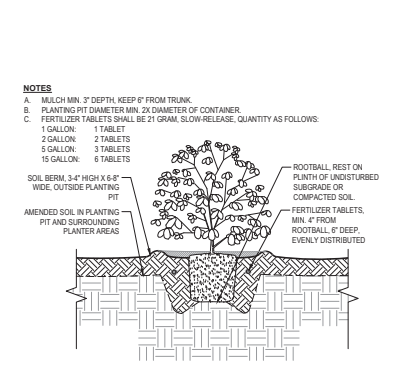


4 | TREE BRANCHING STRUCTURE
NO SCALE AS NOTED

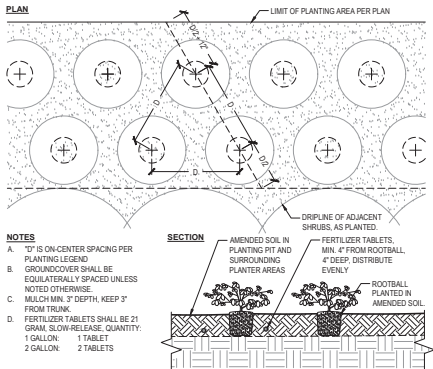
NOTES
A. ASPECT RATIO SHALL BE LESS THAN 0.66 ON ALL BRANCH UNIONS. ASPECT RATIO IS THE DIAMETER OF BRANCH (B) DIVIDED BY THE DIAMETER OF THE TRUNK (A) AS MEASURED 1" ABOVE THE TOP OF THE BRANCH UNION.
B. ANY TREE NOT MEETING THESE REQUIREMENTS MAY BE REJECTED, EXCEPTING THOSE NOTED AS "MULTI-TRUNKED"



5 | TREE PLANTING: STANDARD UP TO 36" BOX
NO SCALE SECTION



6 | SHRUB PLANTING
NO SCALE SECTION



7 | GROUNDCOVER PLANTING
NO SCALE SECTION

NOTES
A. 12" IS ON-CENTER SPACING PER PLANTING LEGEND.
B. GROUNDCOVER SHALL BE EQUILATERALLY SPACED UNLESS NOTED OTHERWISE.
C. MULCH, MIN. 3" DEPTH, KEEP 3" FROM TRUNK.
D. FERTILIZER TABLETS SHALL BE 21 GRAM, SLOW-RELEASE. QUANTITY: 1 GALLON: 1 TABLET, 2 GALLON: 2 TABLETS



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4409 c.r.a. 5044

LANDSCAPE IMPROVEMENT PLANS FOR

**69 CORNELL ROAD
MENLO PARK, CA**

BY **THOMAS JAMES HOMES**
KEYMAP:

PLANTING DETAILS

DRAWN BY:
STAFF
CHECKED BY:
DWC
JOB NO.
20035
DATE
09/02/2022
REVISIONS:

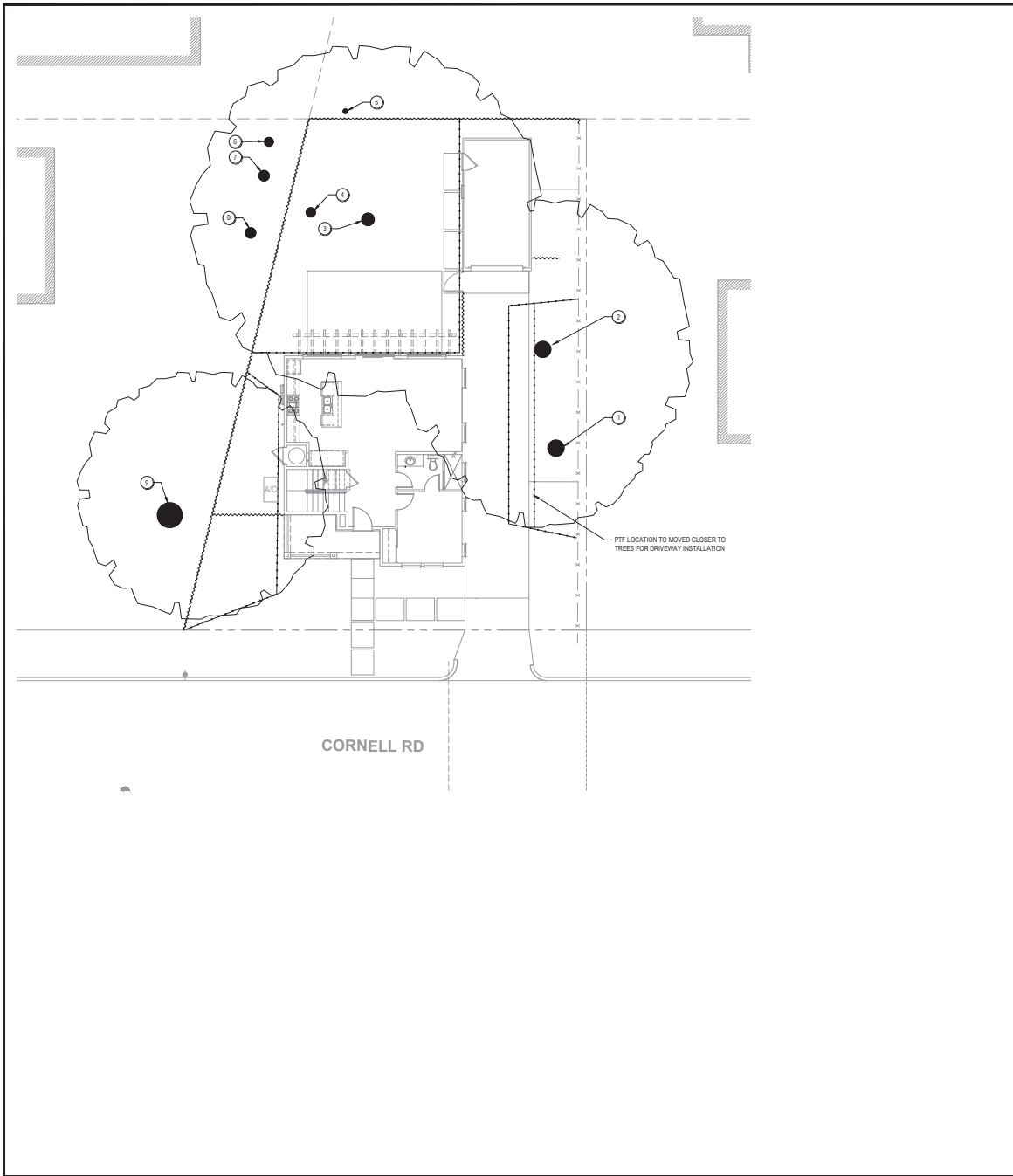


DATE SIGNED: 09/04/22

L3.2

DRAWINGS IN SET: 5

DESIGN REVIEW - NOT FOR CONSTRUCTION UNLESS APPROVED BY THE AUTHORITY HAVING JURISDICTION (A.H.J.)

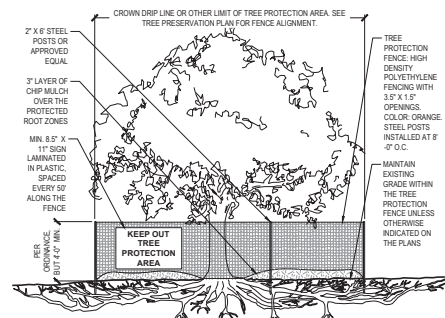
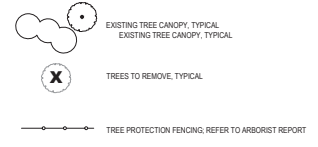


TREE PROTECTION CHART

KEYNOTE	TAG#	STATUS	LOCATION	SCIENTIFIC NAME	COMMON NAME	DBH (in)	ACTION
1	8577	Protected	On-Site	<i>Sequoia sempervirens</i>	Coast Redwood	29	Retain and Protect
2	8578	Protected	On-Site	<i>Quercus agrifolia</i>	Coast Live Oak	32	Retain and Protect
3	8579	Protected	On-Site	<i>Acer buergerianum</i>	Trident Maple	26	Retain and Protect
4	8580	Protected	On-Site	<i>Acer buergerianum</i>	Trident Maple	19	Retain and Protect
5	8581	Non-Protected	Off-Site	<i>Sequoia sempervirens</i>	Coast Redwood	9	Retain and Protect
6	8582	Non-Protected	Off-Site	<i>Sequoia sempervirens</i>	Coast Redwood	13	Retain and Protect
7	8583	Protected	Off-Site	<i>Sequoia sempervirens</i>	Coast Redwood	23	Retain and Protect
8	8584	Protected	Off-Site	<i>Sequoia sempervirens</i>	Coast Redwood	22	Retain and Protect
9	8585	Protected	Off-Site	<i>Quercus agrifolia</i>	Coast Live Oak	15	Retain and Protect

- NOTES:**
- REFER TO THE ARBORIST REPORT "TREE INVENTORY, CONSTRUCTION IMPACT ASSESSMENT AND TREE PROTECTION PLAN 69 CORNELL ROAD, CITY OF MENLO PARK, CALIFORNIA" PREPARED BY CALIFORNIA TREE AND LANDSCAPE CONSULTING, INC. DATED MARCH 15, 2022 FOR FULL DETAILS.
 - TREES AND SHRUBS NOT IDENTIFIED WITHIN THE REPORT, BUT AS PART OF THE TOPOGRAPHICAL SURVEY, ARE INCLUDED FOR REFERENCE ONLY.
 - PROTECT ALL EXISTING ITEMS NOTED TO REMAIN OR OTHERWISE UN-LABELLED.
 - EXISTING TREES TO REMAIN UNLESS NOTED OTHERWISE. DO NOT STUMPPILE, DRIVE OVER, OR OTHERWISE DISTURB SOIL UNDER DRUPLINES OF EXISTING TREES, EXCEPT AS REQUIRED FOR PLANTING OPERATIONS.
 - USE HAND TOOLS ONLY FOR SOIL CULTIVATION UNDER DRUPLINES OF EXISTING TREES TO REMAIN.
 - TREES NOTED TO BE REMOVED SHALL BE COMPLETELY REMOVED, INCLUDING STUMP AND ROOT MASS. REFER TO ARBORIST REPORT FOR INSTRUCTIONS ON REMOVING TREE STUMPS WITHIN PROTECTED TREE ROOT ZONES.
 - NO ROOTS OVER 2" IN DIAMETER SHALL BE CUT EXCEPT UNDER THE DIRECTION OF AN ARBORIST. ALL CUT ROOTS SHALL BE COVERED WITH BURLAP OR STRAW AND SHALL REMAIN MOIST UNTIL RE-BURIED IN SOIL.
 - CALL COMMON GROUND ALLIANCE (811) AT LEAST TWO WORKING DAYS PRIOR TO BEGINNING WORK. CONTRACTOR IS RESPONSIBLE TO PROTECT FOR ALL EXISTING UTILITIES. SEE GENERAL NOTES, SHEET L1.1, FOR MORE INFORMATION.

LEGEND



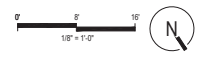
- NOTES:**
- SEE ARBORIST REPORT FOR ADDITIONAL PROTECTION REQUIREMENTS. COMPLY WITH ALL TREE PROTECTION REQUIREMENTS PER JURISDICTION.
 - IRRIGATE AS NEEDED TO MAINTAIN HEALTH OF TREE.
 - KEEP EXPOSED ROOTS MOIST.
 - NO PRUNING SHALL BE PERFORMED EXCEPT UNDER THE DIRECTION OF APPROVED ARBORIST.
 - NO EQUIPMENT SHALL OPERATE INSIDE THE PROTECTIVE FENCING INCLUDING DURING FENCE INSTALLATION AND REMOVAL.
 - NO MATERIALS SHALL BE STORED INSIDE FENCE.

1 TREE PROTECTION FENCING

NO SCALE SECTION

I AGREE TO COMPLY WITH THE REQUIREMENTS OF THE WATER EFFICIENT LANDSCAPE ORDINANCE I HAVE APPLIED THEM FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLANS AND SUBMIT A COMPLETE LANDSCAPE DOCUMENTATION PACKAGE.

DATE SIGNED: 10/04/22



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4409 c.r.l.a 5044

LANDSCAPE IMPROVEMENT PLANS FOR

69 CORNELL ROAD MENLO PARK, CA

BY THOMAS JAMES HOMES

KEYMAP:

TREE PROTECTION PLAN AND NOTES

DRAWN BY:

STAFF

CHECKED BY:

DWC

JOB NO.

20035

DATE

09/02/2022

REVISIONS:



DATE SIGNED: 10/04/22

L3.3

DRAWINGS IN SET: 5

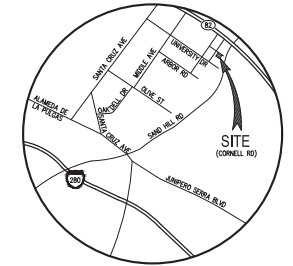
TITLE REPORT

FIDELITY NATIONAL TITLE COMPANY
 TITLE NO. F5M0-1062101316-BD
 DATED JUNE 21, 2021

LEGAL DESCRIPTION:

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF MENLO PARK, COUNTY OF SAN MATEO, STATE OF CALIFORNIA AND IS DESCRIBED AS FOLLOWS:
 CORNELL ROAD (50' RIGHT OF WAY)
 N57°08'00"W 240.35'

BEGINNING AT A POINT ON THE SOUTHWESTERLY LINE OF CORNELL ROAD, DISTANT THEREON 85 FEET SOUTHEASTERLY FROM THE INTERSECTION THEREOF WITH THE SOUTHEASTERLY LINE OF HARVARD ROAD, AS SAID ROADS APPEAR ON THE MAP ABOVE REFERRED TO, THENCE FROM SAID POINT OF BEGINNING SOUTHWESTERLY IN A DIRECT LINE PARALLEL WITH THE SOUTHEASTERLY LINE OF HARVARD ROAD 80 FEET TO A POINT ON THE SOUTHWESTERLY BOUNDARY LINE OF LOT 18 AS SHOWN ON SAID MAP, DISTANT THEREON 85 FEET SOUTHEASTERLY FROM THE SOUTHWESTERLY LINE OF HARVARD ROAD; THENCE SOUTHEASTERLY ON AND ALONG THE SOUTHWESTERLY BOUNDARY LINE OF LOT 18, 43 FEET 2 INCHES TO THE MOST SOUTHERLY CORNER OF SAID LOT 18; THENCE NORTH 46 DEGREES 34' EAST ON AND ALONG THE SOUTHEASTERLY BOUNDARY LINE OF LOT 18, 82 FEET 5 INCHES TO THE SOUTHWESTERLY LINE OF CORNELL ROAD; THENCE NORTHWESTERLY ON AND ALONG SAID LAST MENTIONED LINE 62 FEET 11 INCHES TO THE POINT OF BEGINNING.



VICINITY MAP
 NOT TO SCALE

EXCEPTIONS AND EXCLUSIONS:

- INDICATES TITLE REPORT ITEM NUMBER
- ITEMS ① THROUGH ⑧ RELATE TO TAXES, LIENS, CC&R'S, TITLE DOCUMENTS, LAND RIGHTS, AN ALTA AND DEEDS OF TRUST, AND CANNOT BE PLOTTED.

BENCHMARK:

BENCHMARK ID: BM 7 (CITY OF MENLO PARK)
 DESCRIPTION: BRASS DISC SET IN TOP OF CURB, STAMPED "CITY BENCHMARK 7", AT THE SOUTHERLY END OF THE SOUTHEASTERLY CURB RETURN OF HARVARD AVENUE AND ALTO LANE INTERSECTION.
 ELEVATION: 46.7' (NAVD 88)

BASIS OF BEARINGS:

THE BASIS OF BEARINGS FOR THIS SURVEY IS THE CENTERLINE OF HARVARD AVENUE (FORMERLY HARVARD ROAD), BEARING BEING N82°52'00"E AS ESTABLISHED BY FOUND CUT CROSS-SECTION PER RECORD OF SURVEY (30 LLS 88).

ASSESSOR'S PARCEL NUMBER:

071-432-050

AREA:

4,238 SQ. FT.

LEGEND & ABBREVIATIONS

---	BOUNDARY LINE	AC	ASPHALT CONCRETE
---	STREET CENTER LINE	BM	BENCHMARK
---	EXISTING RIGHT OF WAY	CONC	CONCRETE
---	ADJACENT PROPERTY LINE	DBH	DIAMETER BREST HEIGHT
---	EXISTING STRUCTURE	DW	DRIVEWAY
---	EXISTING UTILITY PIPE	EL	ELEVATION
---	OVERHEAD WIRES	EX	EXISTING
---	FENCE LINE	FF	FINISHED FLOOR
---	TIE LINE	FH	FIRE HYDRANT
---	EXISTING ELECTRIC METER	LAT	LATERAL
---	EXISTING GAS METER	OHW	OVERHEAD WIRES
---	EXISTING WATER FAUCET	SS	SANITARY SEWER
---	EXISTING WATER METER	SSCD	SANITARY SEWER CLEANOUT
---	EXISTING IRRIGATION BOX	SSMH	SANITARY SEWER MANHOLE
---	EXISTING GROUND ELEVATION	W	WATER
---	EXISTING FIRE HYDRANT	WM	WATER METER
---	FOUND MONUMENT AS NOTED	WS	WATER SERVICE
---	EXISTING SANITARY SEWER CLEANOUT		

NOTES:

- RECORD INFORMATION AND PROPERTY DESCRIPTION ARE PER TITLE REPORT LISTED HEREON.
- UTILITIES SHOWN ARE BASED ON OBSERVED EVIDENCE AT THE TIME OF THE FIELD SURVEY. ADDITIONAL RESEARCH AND INVESTIGATION WOULD BE REQUIRED TO DETERMINE THE EXACT LOCATIONS OF UNDERGROUND UTILITIES. DO NOT RELY ON THIS SURVEY FOR SUCH LOCATIONS. SOME UTILITIES COULD BE COVERED BY STRUCTURES OR OBJECTS SUCH AS AUTOMOBILES, TRUCKS, CONTAINERS, ETC.
- ALL DISTANCES SHOWN ARE FEET AND DECIMALS THEREOF.
- ALL TIES SHOWN HEREON ARE PERPENDICULAR UNLESS OTHERWISE NOTED.
- STRUCTURES AND IMPROVEMENTS ON ADJACENT PROPERTIES HAVE NOT BEEN SURVEYED. LOCATIONS DEPICTED HEREIN ARE APPROXIMATE.
- SURVEY REFERENCES TREE NUMBERS AND SIZES FROM THE ARBORIST AND TREE INVENTORY PREPARED BY CALIFORNIA TREE AND LANDSCAPE CONSULTING INC. AND DATED AUGUST 18, 2021.

REFERENCES:

- ① INDICATES REFERENCE NUMBER
- ①) MAP NO. 2 STANFORD PARK (8 M 46)
- ②) RECORD OF SURVEY (30 LLS 88)

FLOOD ZONE:

ZONE X: AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.

SOURCE: FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA), FLOOD INSURANCE RATE MAP, MAP NUMBER 060810308E

DATED: OCTOBER 16, 2012

69 CORNELL ROAD
TOPOGRAPHIC & BOUNDARY SURVEY

CITY OF MENLO PARK COUNTY OF SAN MATEO CALIFORNIA

SCALE: 1" = 10' DATE: JANUARY 5, 2022

SURVEYOR'S STATEMENT:

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

[Signature]
 MARK H. WEISER
 REGISTERED L.S. NO. 7960
 DATE: 8/3/21



SAN RAMON (925) 866-0322
 ROSEVILLE (916) 375-1877
 WWW.CBANGCO.COM

SHEET NO.
1
 OF 1 SHEETS

JOB NO.: 3085-000

F:\3084\69 CORNELL ROAD\CAD\DWG\3085-000.DWG 8/16/21 10:48 AM



THOMAS JAMES HOMES
255 Shoreline Dr Suite 428,
Redwood City, CA 94065

69 CORNELL ROAD
Project Description
July 17, 2022

PARCEL GENERAL INFORMATION

The 4,238 sq. ft. parcel located at 69 Cornell Road is a substandard lot, which is the reason a Use Permit is required for the proposed two-story residence. The R-1-U zoning ordinance requires a minimum of 7000 sq ft in area, 65 ft in width and 100ft in depth. The lot is substandard in all three of these criteria, as prescribed in the ordinance. There are 9 trees analyzed including 4 trees onsite and 5 trees offsite (see also Arborist Report & sheet L1.1). Of the trees evaluated, there are no street trees, there are 2 heritage oaks, and 5 other heritage trees. Zero trees are proposed for removal. This is achieved through siting the new home closely to the footprint of the existing residence, and through preserving the existing detached garage. ***A variance is requested for the front yard setback of 10' (20' is required in this zone), to ensure that the home does not infringe upon backyard tree roots. A variance is requested to allow for the second parking spot to be in a tandem configuration, in the driveway in front of a new one-car garage.*** Tree protection during construction shall be provided for these trees through fencing as well as construction methods to save the trees from being impacted.

EXISTING HOME TO BE DEMOLISHED

The existing house is a single-story single-family minimal stucco cottage home built in 1926. It is 788 sf at the main level with a 146.9 SF basement & crawlspaces, plus a detached 323 sf garage.

PROPOSED SINGLE FAMILY RESIDENCE

The proposed home is a two-story single-family residence in a Cottage style. Neighboring homes on Cornell Road are a mixture of single story and two story homes featuring stucco, horizontal siding, and painted wood accents. Roof forms for neighboring homes are predominantly hipped or gabled and are oriented to break down the massing of the home, as viewed from the street. We believe that the proposed home at 69 Cornell Road will blend well with the neighborhood through its' palette of horizontal siding, board & batt siding, wood and brick accents, and composition shingle over gabled roof forms. The single-story front porch echoes the pattern of stoops and porches in the neighborhood, and offers a human scaled appearance from the street.

The new home is proposed to have 3 bedrooms and 3 baths, with an open floor plan designed to appeal to families. An existing detached 1-car garage at the rear of the lot is proposed to remain, paired with an uncovered parking space at the driveway. A wooden trellis is proposed for the rear of the home, to compliment the open space at the backyard.

NEIGHBOR RELATIONS

Thomas James Homes has prepared a neighbor notice letter for distribution to neighbors within 300-ft of this property with a copy of the site plan, floor plan, elevations and a letter addressing our project. We look forward to adding to the charm and sense of community in Menlo Park, and welcome any questions the City may have as we go through the Use Permit Application process.



THOMAS JAMES HOMES
255 Shoreline Dr Suite 428,
Redwood City, CA 94065

Neighbor at 800 Creek Drive

Comments:

- A. I appreciate the offer by Thomas James Homes to construct a new fence between our properties at no cost to me, and would like to verify that the new fence is located in the same position as the existing one.
- B. Since the left rear corner of the existing one-story structure is only 3 feet from our common lot line, I would expect that the new two-story structure's site location is further removed from the lot line according to standard regulations.
- C. For privacy from a new 2-story structure replacing a one-story structure, I appreciate any efforts to minimize windows on the left (south) side of the new structure. There currently is a discrepancy in the proposed plans sent to me by Steve Duncan of Thomas James Homes (dated April 12, 2022) between the left side second floor elevation (showing 3 windows on the left side) and the second story floorpan, which shows four windows.
- D. The same proposed site plan shows proposed landscaping, and as much extensive landscaping as possible to insure privacy should be provided.

Response:

- A. Correct. The existing fence appears to closely align to the true property line (but is slightly onto the 800 Creek property). The new fence will be built at the property line.
- B. The location of the home has been revised, to ensure a 5' sideyard setback, in compliance with R-1-U setback requirements.
- C. The left elevation has been updated to reflect the four windows shown in plan. Note: each bedroom requires a larger emergency egress window, and these have been oriented to face the front yard and rear yard, so that proposed windows facing the sideyard could be smaller in size.
- D. Saratoga Laurel shrubs are proposed along the south fenceline, to provide visual privacy between adjacent properties.

Neighbor Meeting April 27, 5:00 PM

(future homeowners Matt Normington attended and intruded himself and shared a little information about his wife Victoria B, and their child)

- A. 3 neighbors called in (not all identified which neighbor or address they were at). Robert Vanderkleef (800 Creek drive) expressed support for the privacy plantings proposed along the south property line.
- B. One neighbor extended a welcome to the neighborhood for Matt & his family.
- C. One neighbor across the street suggested the applicant team consider a paint color that wasn't as bright.

Response:

- A. Privacy plantings are still proposed along side property lines.
- B. The team appreciates the warm welcome given to the future homeowners Matt & Victoria.
- C. The applicant team reviewed alternate paint colors with Matt & Victoria (the future homeowners), and they expressed support for keeping the original color palette unchanged.



THOMAS JAMES HOMES
255 Shoreline Dr Suite 428,
Redwood City, CA 94065

Best,

Steve Duncan, Senior Planning Manager at **Thomas James Homes**
sduncan@tjhusa.com | 650.481.9425

THE RIGHT HOME. RIGHT WHERE YOU WANT IT.
255 Shoreline Drive, Suite 428, Redwood City, CA 94065

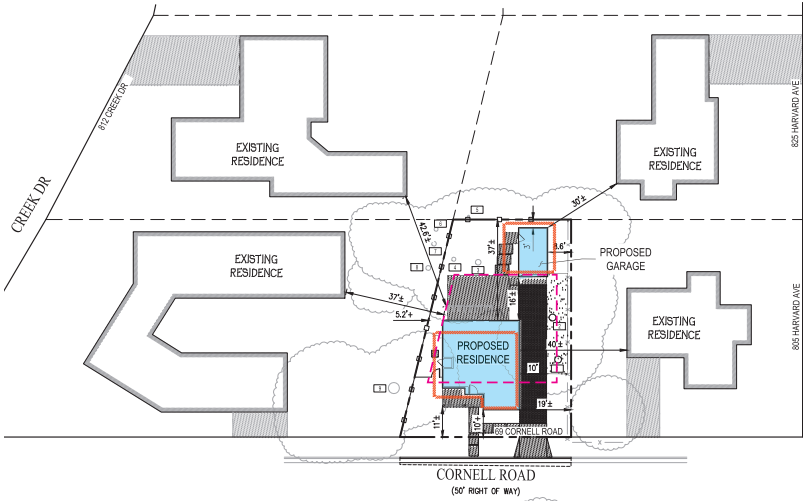
69 Cornell Road - Variance Request #1 - 10ft Front Yard Setback


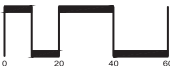




The following narrative and responses to the required findings are provided as a resource for Planning Commissioners & Staff in evaluating a **variance request for the property 69 Cornell Road to allow a 10' front yard setback where a 20' setback is established for R-1-U zones.**

Project Introduction

69 Cornell Rd property is a substandard lot, requiring a Use Permit. The R-1-U zone establishes a minimum 7000 sq ft lot area, 65 ft width and 100ft depth. This lot is under all 3 minimums required with a 4238 sq ft lot, 62'-10" max width, and 82'-3" max depth. Additionally, the R-1-U zoning ordinance requires a minimum of a 20ft front setback. Currently, the existing residence is non-compliant with a 10ft 2in front yard setback (shown in orange).

The proposed design includes a new two story home and detached garage to align with the configuration existing onsite. The proposed footprint of the main home is similar in size and location of the existing footprint allowing it to fit with the context, retain the mature trees, keep a similar driveway access, and avoid a side yard setback variance.



-  
-  Outline of existing 1 story home
-  Zoning Setbacks for R-1-U zone
-  Property Line
-  Proposed New Detached Garage & New Home



Existing 1 Story Home As Viewed from Cornell Rd



Early Rendering - Street Elevation



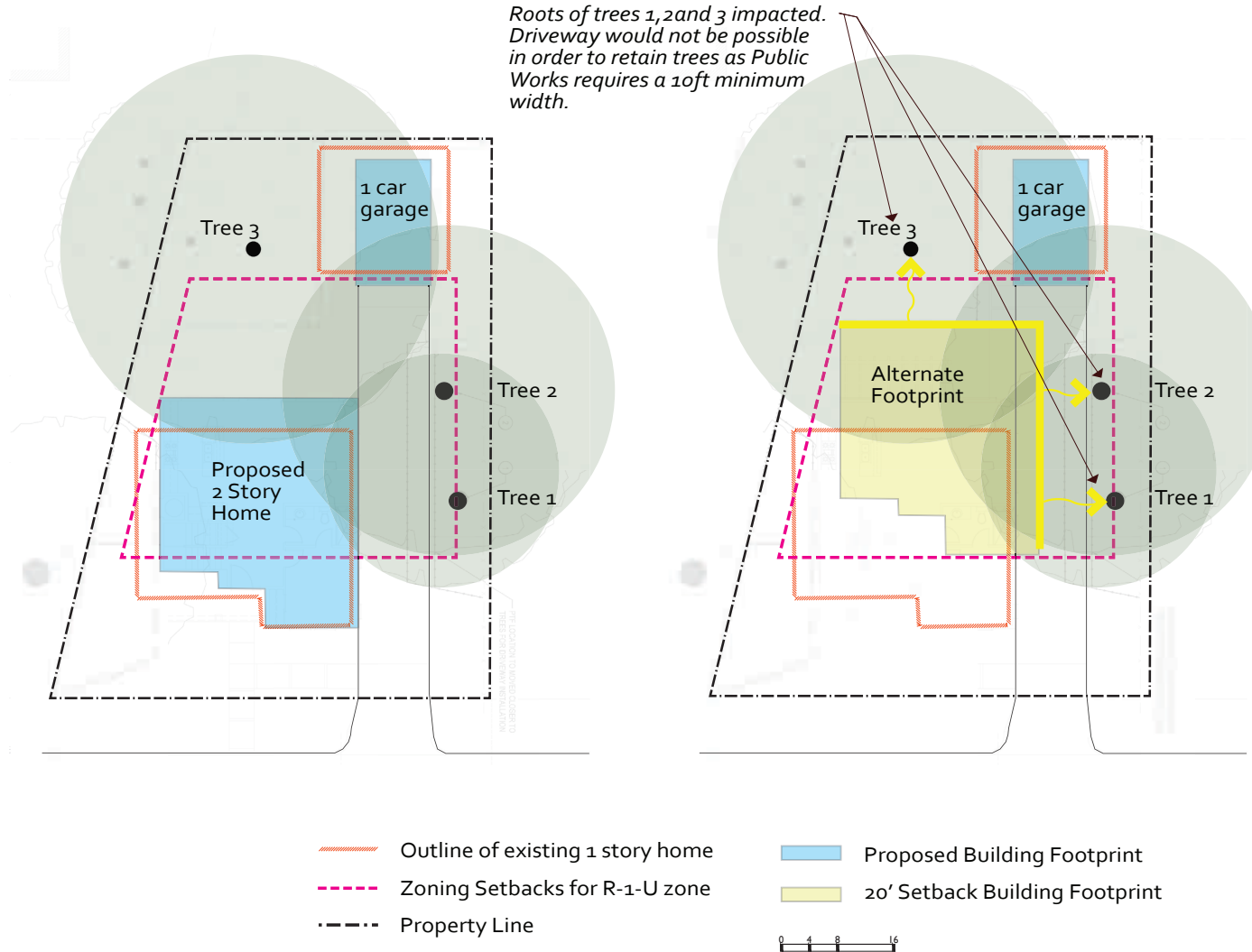
69 Cornell Road - Finding #1

"That a hardship peculiar to the property and not created by any act of the owner exists. In this context, personal, family or financial difficulties, loss of prospective profits and neighboring violations are not hardships justifying a variance. Further, a previous variance can never have set a precedent, for each case must be considered only on its individual merits;"

Response:

This lot is substandard for the R-1-U zone, in area, width, and depth limiting the buildable area for a home and garage location. Additionally, the left property line slants inward reducing the width from front to back creating a trapezoidal lot shape. Furthermore, mature trees are established in the rear and right yards, significantly limiting feasible locations for the proposed new home and garage.

In order, to retain the trees onsite and maintain driveway access to the garage, a front yard setback of 10' (instead of 20') is requested. Preserving the health of the existing trees is the primary driver for the massing/footprint of the project proposal which closely matches the extents of the existing home and 1 car garage.



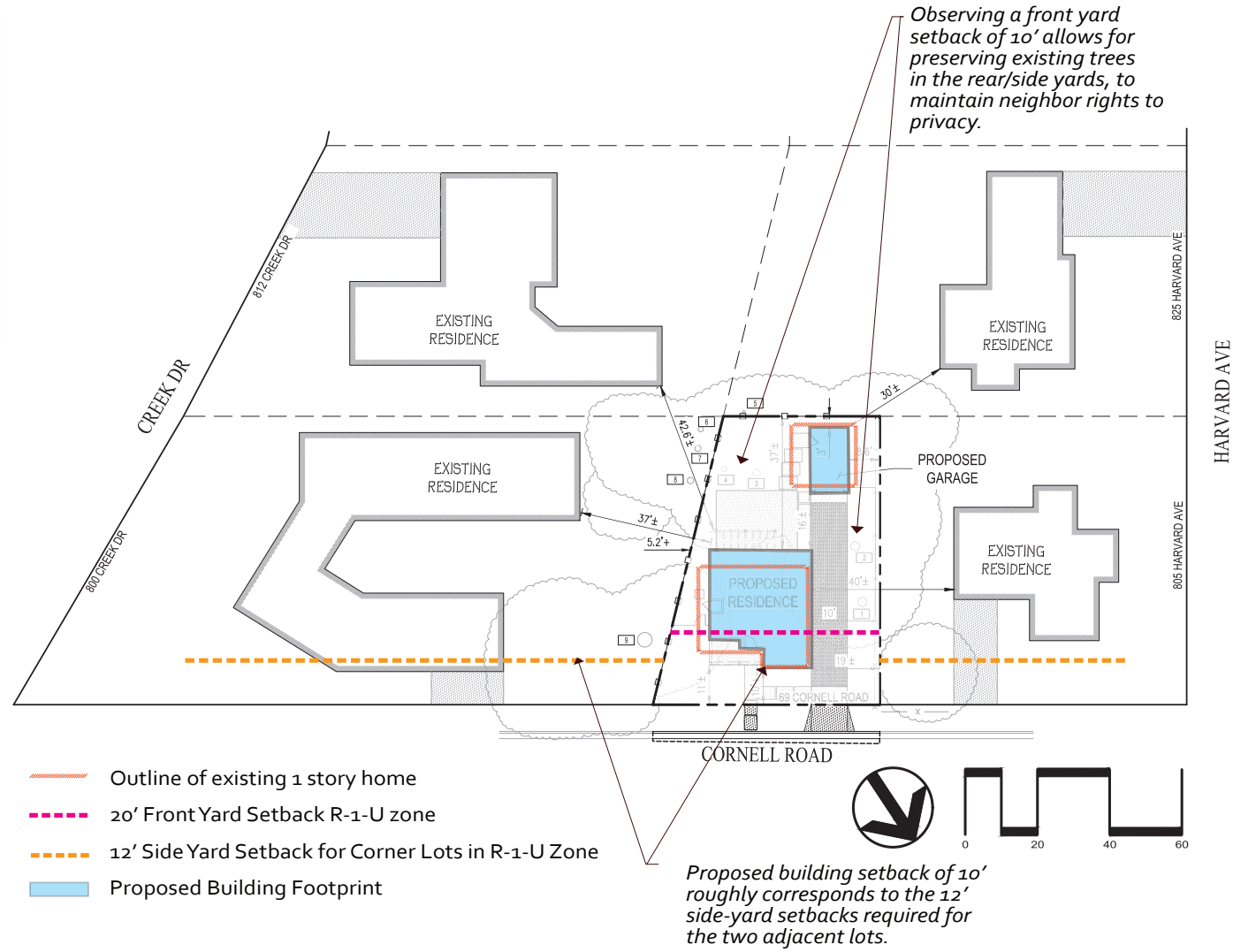
69 Cornell Road - Finding #2

“That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property in the same vicinity and that a variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors;”

Response:

This lot is substantially smaller than adjacent parcels; therefore, the redevelopment area of the property is significantly less than other properties and adequate buildable area is not achievable without impacting existing trees. Granting a reduced front yard setback would allow a similar right as other properties which have a required 12ft setback along Cornell Road (dashed in yellow) and would align the building footprint with 800 Creek Dr (left). Additionally, a reduced front yard setback would allow retention of the existing trees which provide privacy between neighbors. The tree roots severely limit the buildable footprint. Thus, locating the home at a 20ft setback would impact the existing trees.

The variance request of a 10ft front yard setback allows the site to be redeveloped as other properties are able to do so without negatively impacting the trees enjoyed by all.



- Outline of existing 1 story home
- 20' Front Yard Setback R-1-U zone
- 12' Side Yard Setback for Corner Lots in R-1-U Zone
- Proposed Building Footprint



69 Cornell Road - Finding #3

“That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property;”

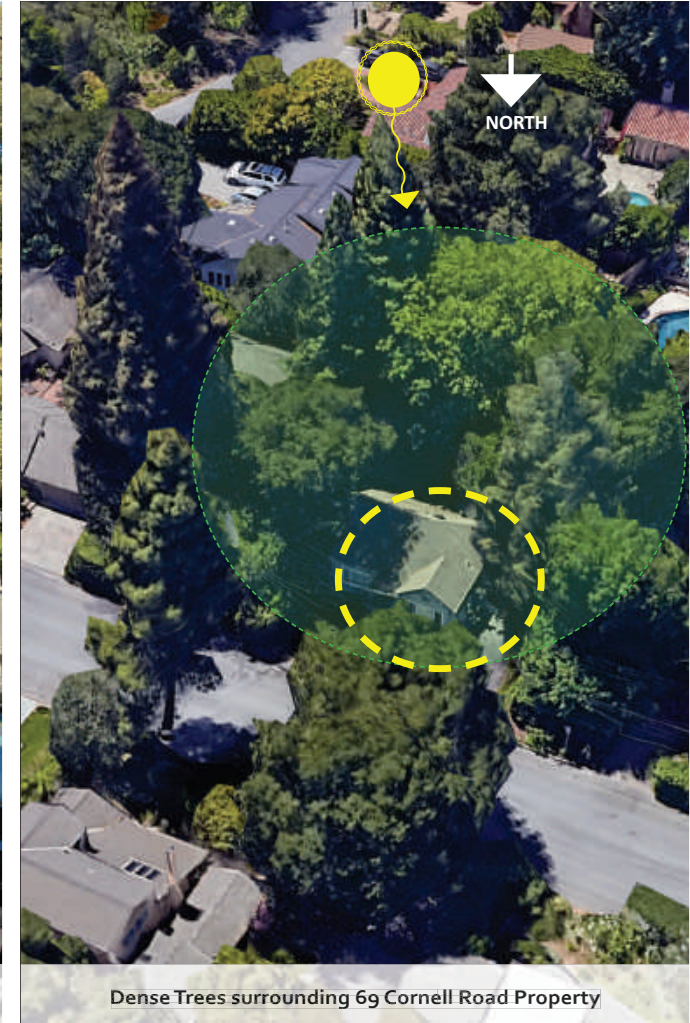
Response:

69 Cornell Road is buffered by existing mature trees established in the rear and right yards on the property as well as on the neighboring left property. The proposed home nestles into the existing grove without impacting the dense established canopies. Additionally, the home does not significantly introduce additional or new shadowing of the street, right away, or neighboring properties.

Approval of the variance request would allow for the protected trees to remain healthy, would retain the desired tree line, would avoid privacy concerns and prevent impaired quality of light and air. Observing a 10’ front yard setback would not create a new issue for fire personnel, or police, as visibility & access are not issues with the current home, and the project proposal closely matches the building footprint of the existing home.



Front View of Existing 1 Story Home



Dense Trees surrounding 69 Cornell Road Property



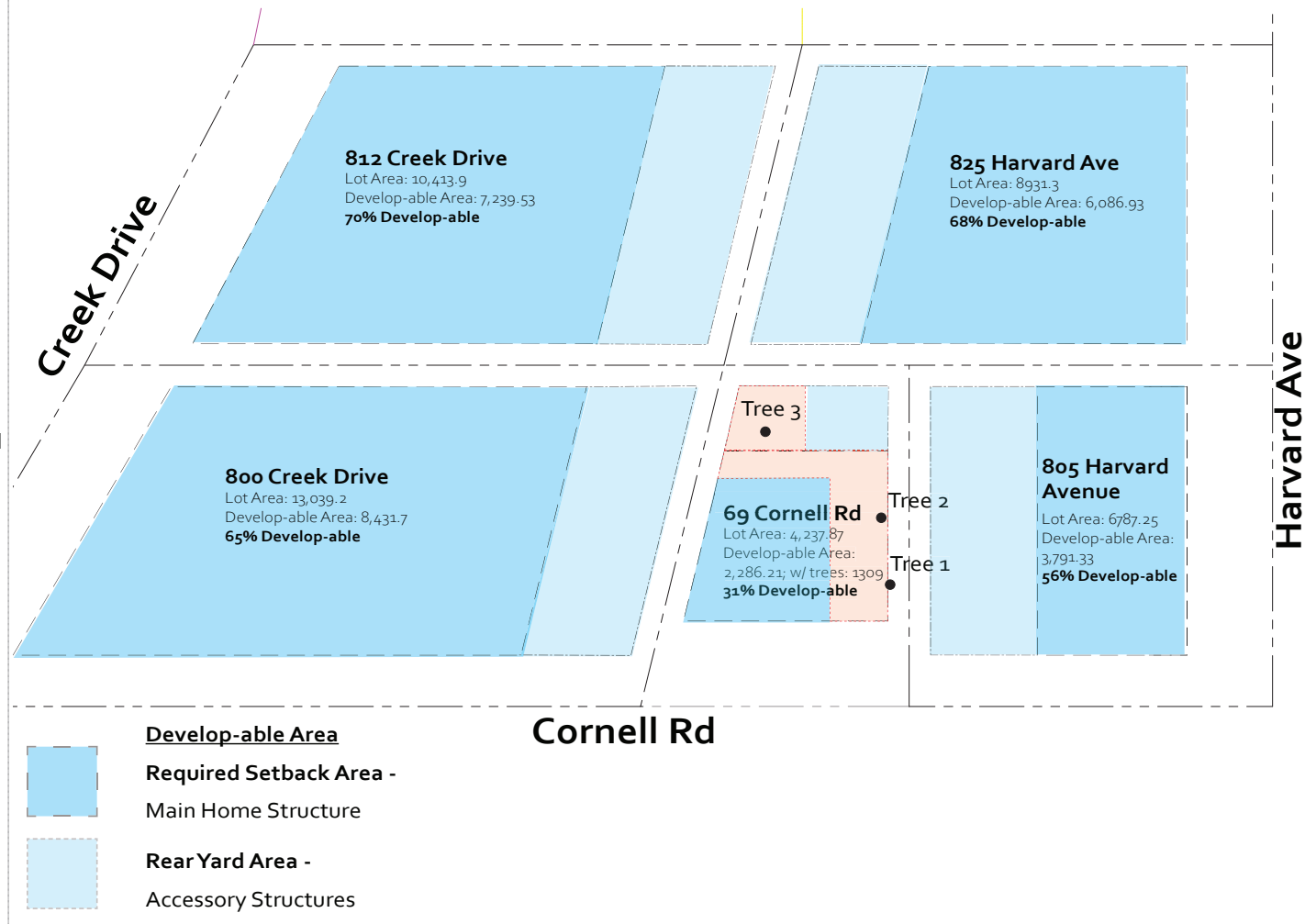
69 Cornell Road - Finding #4

“That the conditions upon which the requested variance is based would not be applicable, generally, to other property within the same zoning classification.”

Response:

In general, adjacent properties are much larger in area, width and depth. The exhibit to the right illustrates the percentage of develop-able area for nearby lots based on required setbacks. 4 out of the 5 lots have 50% of develop-able area including a full width of rear yard space for detached accessories. Two lots have rear yard space with direct access to Cornell road which allows for more develop-able area. In contrast, the lot at 69 Cornell is 31% develop-able without a full width of accessible rear yard space. Even worse, the limited area is reduced (shaded in red) due to mature trees 1,2 and 3.

Although many of these properties do have some mature trees, there is still sufficient area on-site for homeowners to further develop their properties with adequate livable space without impacting the onsite trees. The limited develop-able area at 69 Cornell is a unique condition significantly contrasting other surrounding lots and therefore should be granted this site specific variance.



69 Cornell Road - Finding #5

“That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process.”

Response:

The applicant team has researched available Specific Plan Guidelines and 69 Cornell Road appears to be outside of the extents of any specific plans that are currently developed.

Excerpt from El Camino Real and Downtown Specific-Plan

CHAPTER E LAND USE + BUILDING CHARACTER

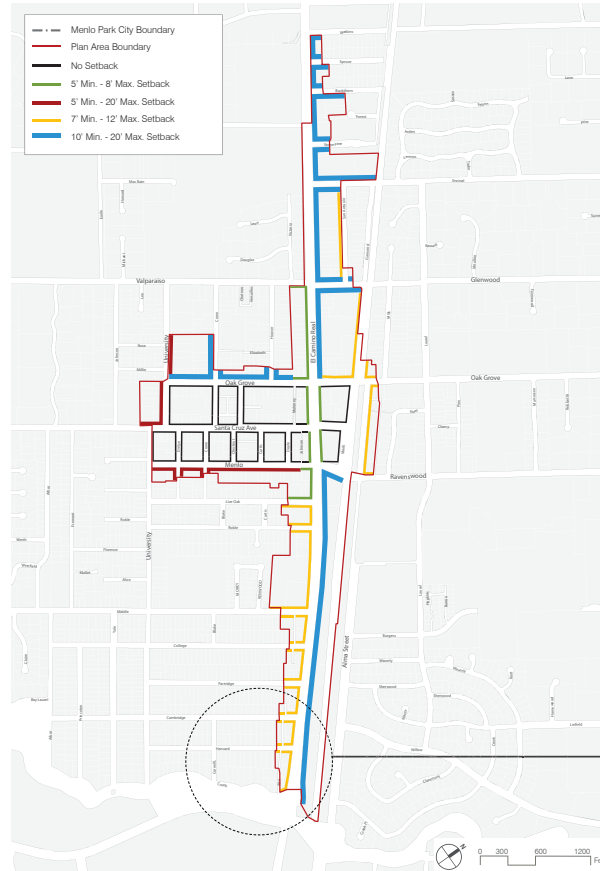


Figure E7. Building Front and Corner Side Setbacks

69 Cornell Road is outside of the extents of the Menlo Park Specific Plan



E23

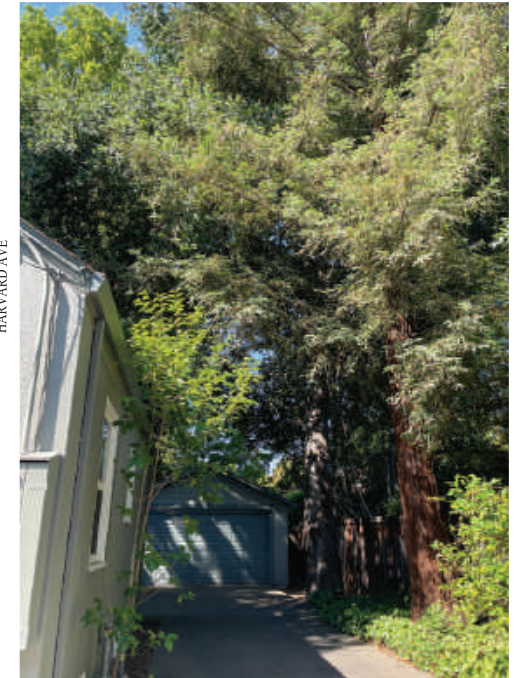
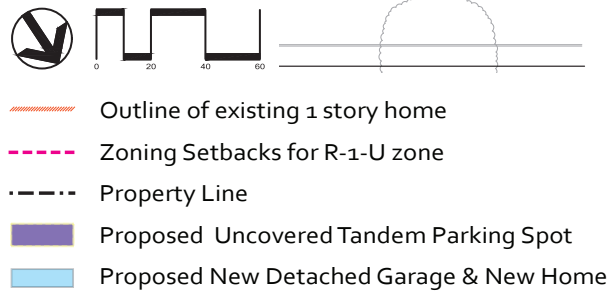
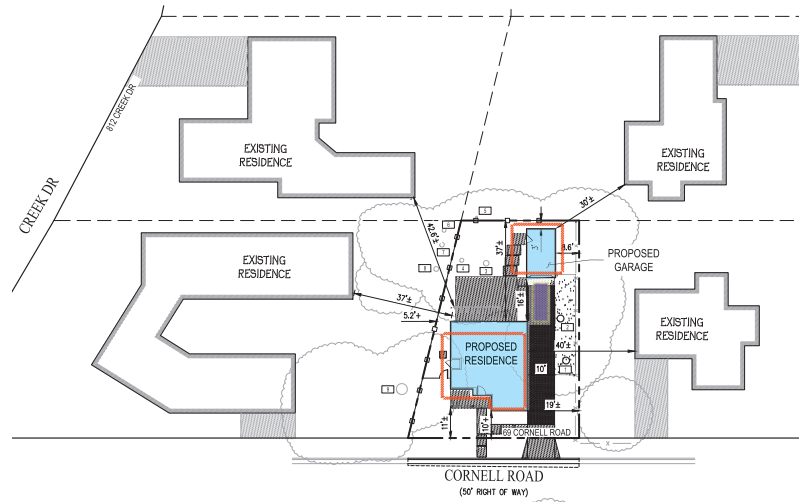
69 Cornell Road - Variance Request #2 - 1 Compliant Parking Space

The following narrative and responses to the required findings are provided as a resource for Planning Commissioners & Staff in evaluating a **variance request for the property 69 Cornell Road to allow one compliant parking space** where two compliant spaces are required. The design intent is to provide a 1-car garage and uncovered tandem space to maintain similar configuration as the existing site.

Project Introduction

69 Cornell Rd property is a substandard lot, requiring a Use Permit. The R-1-U zone establishes a minimum 7000 sq ft lot area, 65 ft width and 100ft depth. This lot is under all 3 minimums required with a 4238 sq ft lot, 62'-10" max width, and 82'-3" max depth. Additionally, the R-1-U zoning ordinance requires a minimum of two compliant parking spaces. Currently, no compliant spaces are provided on-site. The existing 2-car garage (18ftx17'-9") is less than the min. 20ftx20ft clearance.

The proposed design includes a new compliant 1-car garage and driveway in the approximate location of the existing garage and driveway. Due to the size and the lot being populated with mature trees, the buildable area and vehicular access is significantly limited.



Existing non-compliant garage and driveway.



Early Rendering - View South from Cornell Rd

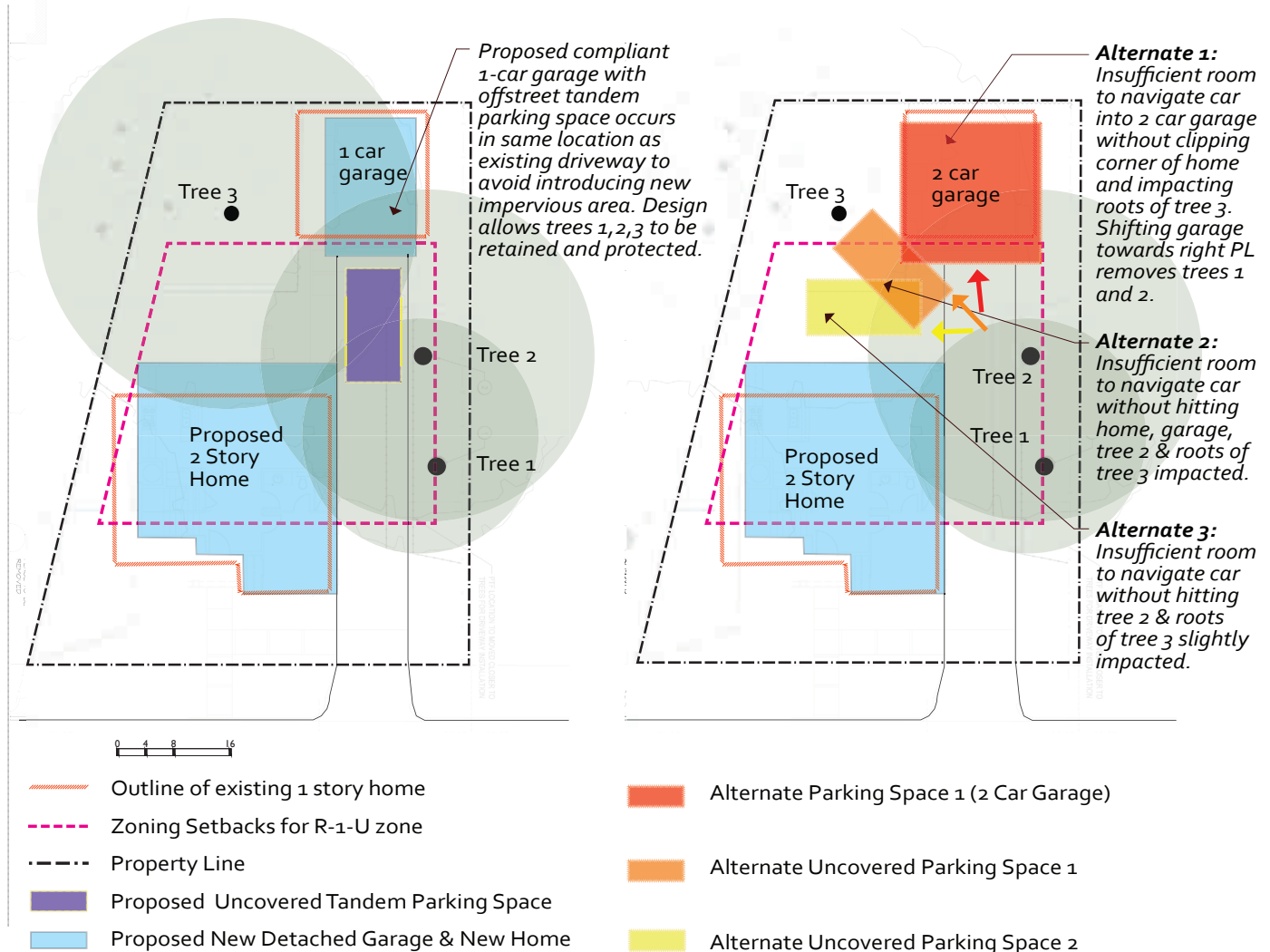


69 Cornell Road - Finding #1

“That a hardship peculiar to the property and not created by any act of the owner exists. In this context, personal, family or financial difficulties, loss of prospective profits and neighboring violations are not hardships justifying a variance. Further, a previous variance can never have set a precedent, for each case must be considered only on its individual merits;”

Response:

This lot is substandard for the R-1-U zone, in area, width, and depth limiting the buildable area for a home and garage location. Additionally mature trees are established in the rear and right yards, significantly limiting feasible locations for on-site parking. **Currently, no compliant parking is provided at this address** as the existing garage is not deep nor wide enough to count as a parking spot. The applicant proposes rectifying this through providing 1 fully compliant, covered parking space in a detached garage, and 1 uncovered ‘tandem’ parking space in the driveway. This configuration minimizes impact to root health for trees 1, 2, 3. Three alternate parking configurations were studied (see image at far right), however these alternates have a negative impact on tree root health and therefore a variance is requested.



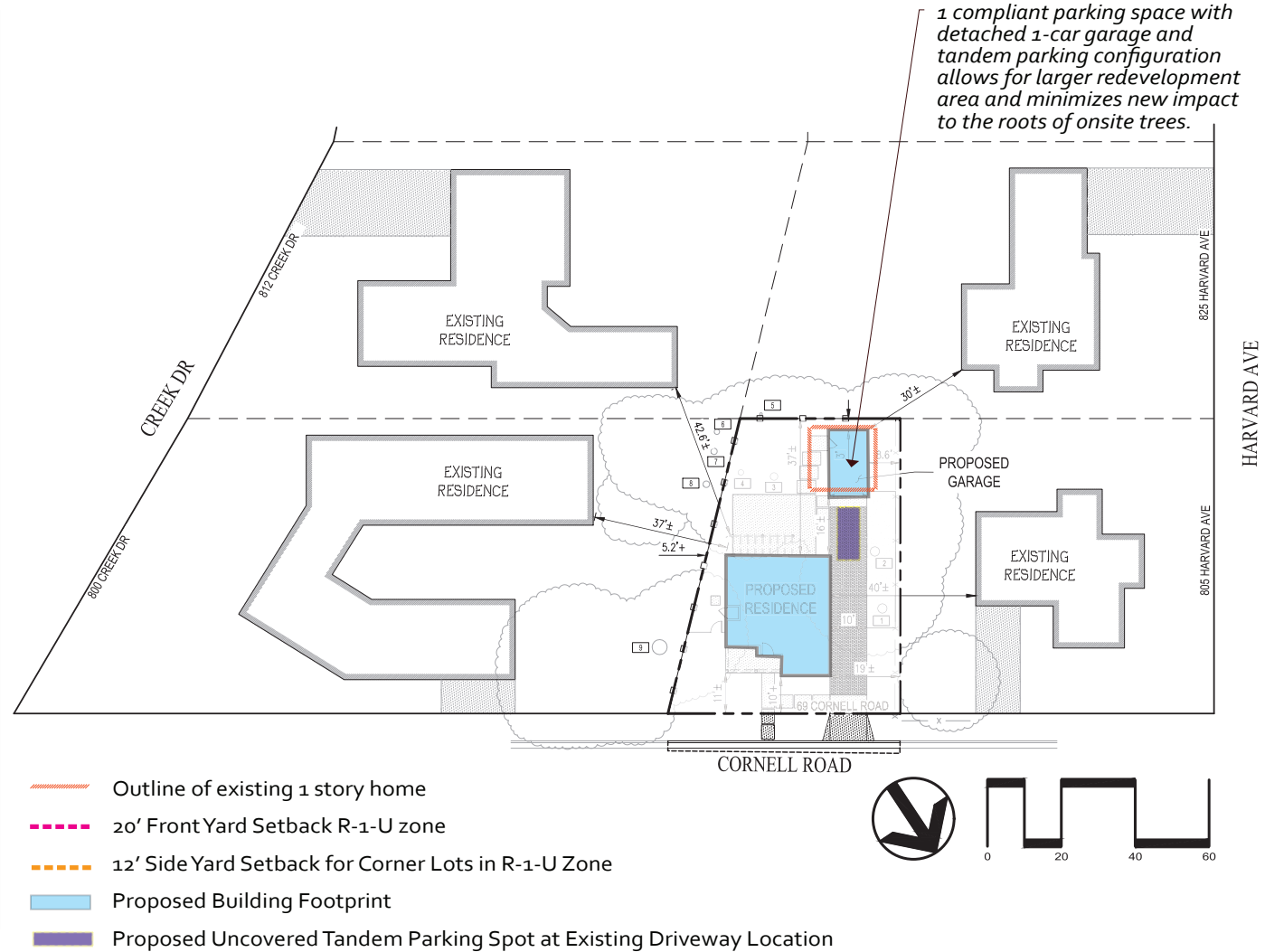
69 Cornell Road - Finding #2

“That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property in the same vicinity and that a variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors;”

Response:

This lot is substantially smaller than adjacent parcels; therefore, the redevelopment area is significantly less and compliant parking not achievable. The other properties in the same vicinity have adequate space to redevelop with compliant parking where as this property is hindered by its unique constraints.

The variance request for 1 compliant parking space allows the site to be redeveloped as other properties are able to do so without negatively impacting the trees enjoyed by all.



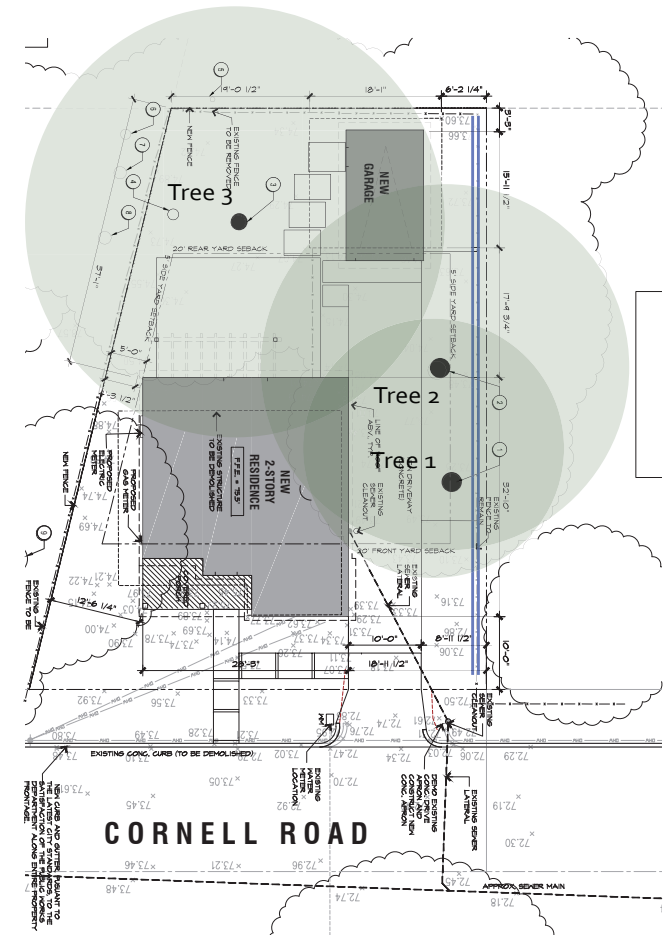
69 Cornell Road - Finding #3

“That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property;”

Response:

The variance request would allow for the protected trees to remain healthy. If the additional parking space were required, the trees would be negatively impacted and safety would be a concern. Thus, removal of the significant trees would be forced resulting in privacy concerns and impaired quality of light and air.

Approval of the variance would not impair supply of light and air for the neighbor along the right property line, at 805 Harvard, protecting its existing privacy and desired tree line. New garage and driveway would remain similar to the existing site without additional impact.



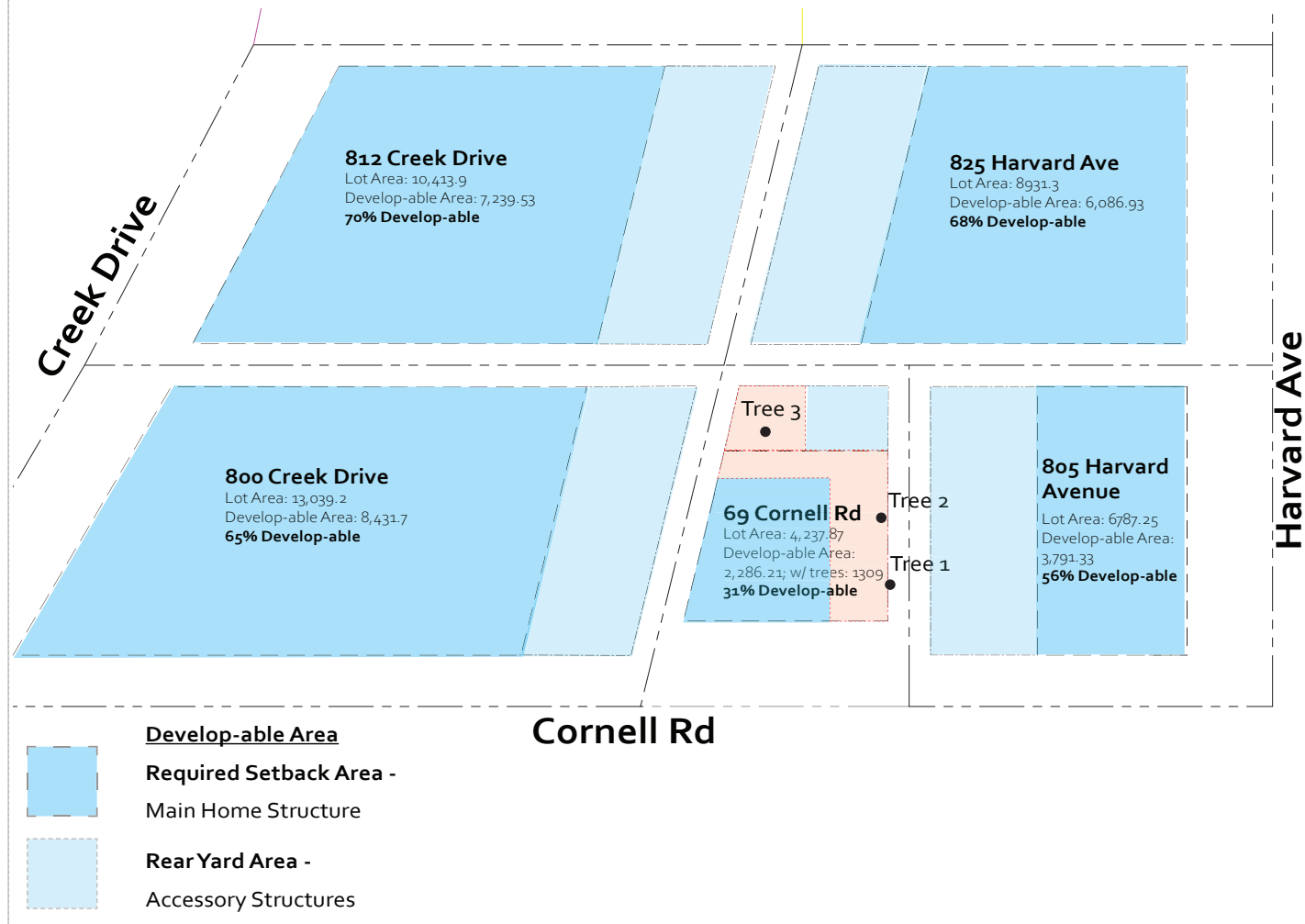
69 Cornell Road - Finding #4

“That the conditions upon which the requested variance is based would not be applicable, generally, to other property within the same zoning classification.”

Response:

In general, adjacent properties are much larger in area, width and depth. The exhibit to the right illustrates the percentage of develop-able area for nearby lots based on required setbacks. 4 out of the 5 lots have 50% of develop-able area including a full width of rear yard space for detached accessories. Two lots have rear yard space with direct access to Cornell road which allows for more develop-able area and driveway access. In contrast, the lot at 69 Cornell is 31% develop-able without a full width of accessible rear yard space. Even worse, the limited area is reduced (shaded in red) due to mature trees 1,2 and 3.

Although many of these properties do have some mature trees, there is still sufficient area on-site for homeowners to further develop their properties with compliant parking spaces and driveways. The limited develop-able area at 69 Cornell is a unique condition significantly contrasting other surrounding lots and therefore should be granted this site specific variance.



69 Cornell Road - Finding #5

“That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process.”

Response:

The applicant team has researched available Specific Plan Guidelines and 69 Cornell Road appears to be outside of the extents of any specific plans that are currently developed.

Excerpt from El Camino Real and Downtown Specific-Plan

CHAPTER E LAND USE + BUILDING CHARACTER

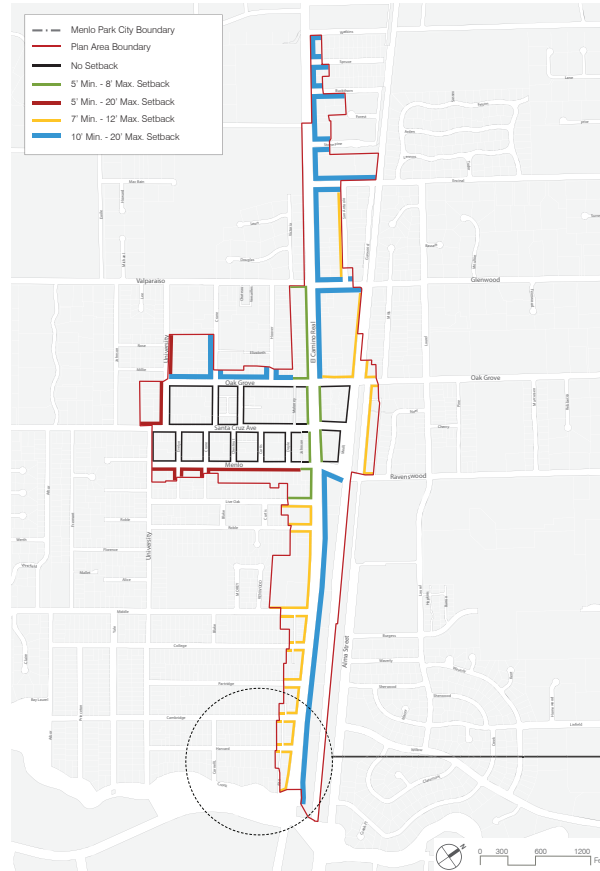


Figure E7. Building Front and Corner Side Setbacks

69 Cornell Road is outside of the extents of the Menlo Park Specific Plan



69 Cornell Road - Variance Request #3 - Daylight Plane

The following narrative and responses to the required findings are provided as a resource for Planning Commissioners & Staff in evaluating a **variance request for the property 69 Cornell Road to allow a 25'-0" high daylight plane** where a 19'-6" height is required. The design intent is to locate the proposed footprint onsite avoiding impacts to the existing protected trees.

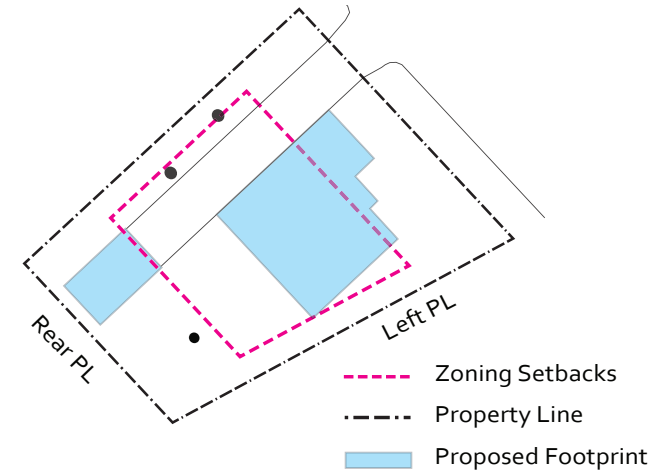
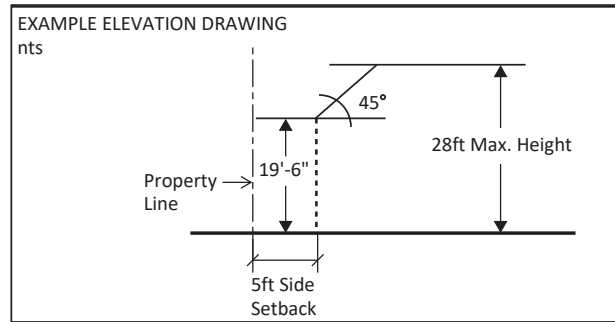
Project Introduction

69 Cornell Rd property is a substandard lot, requiring a Use Permit. The R-1-U zone establishes a minimum 7000 sq ft lot area, 65 ft width and 100ft depth. This lot is under all 3 minimums required with a 4238 sq ft lot, 62'-10" max width, and 82'-3" max depth. Additionally, the R-1-U zoning ordinance requires a daylight plane which starts at a required 5ft side setback, extends vertically from property grade 19'-6" high and slopes inward towards the lot interior at a 45 degree angle leveling off at 28ft- max building height. Currently, the rear left corner of the house intrudes the required daylight plane due to it being located on the minimum side setback that slants inward on the lot.

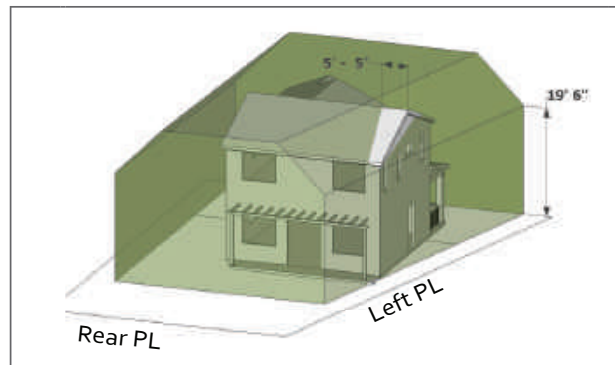
The proposed design requests a 5'-6" variance to the required vertical daylight plane in order to build without impacting existing protected trees.

16.17.030 Development regulations.

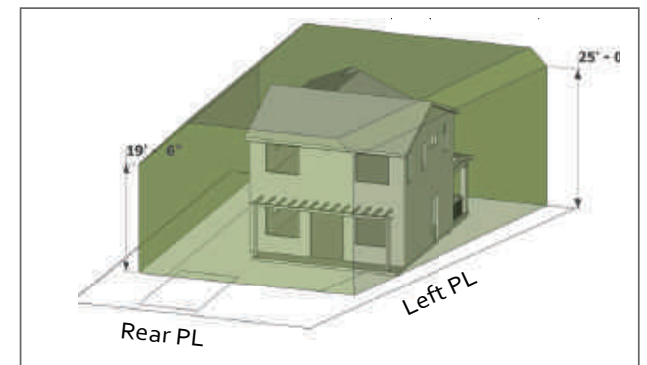
(11) Daylight Plane. A daylight plane for the main dwelling unit shall begin a minimum of five (5) feet from the side property line and extend directly upwards from the grade of the property for a distance of fifteen (15) feet, six (6) inches (vertical plane), and then slope inwards towards the interior of the lot at a forty-five (45) degree angle. The vertical plane may be extended to a maximum height of nineteen (19) feet, six (6) inches above grade subject to written approval of the owner(s) of contiguous property abutting the extended vertical plane or a use permit in accordance with Chapter 16.82.



CURRENT DAYLIGHT PLANE



PROPOSED DAYLIGHT PLANE



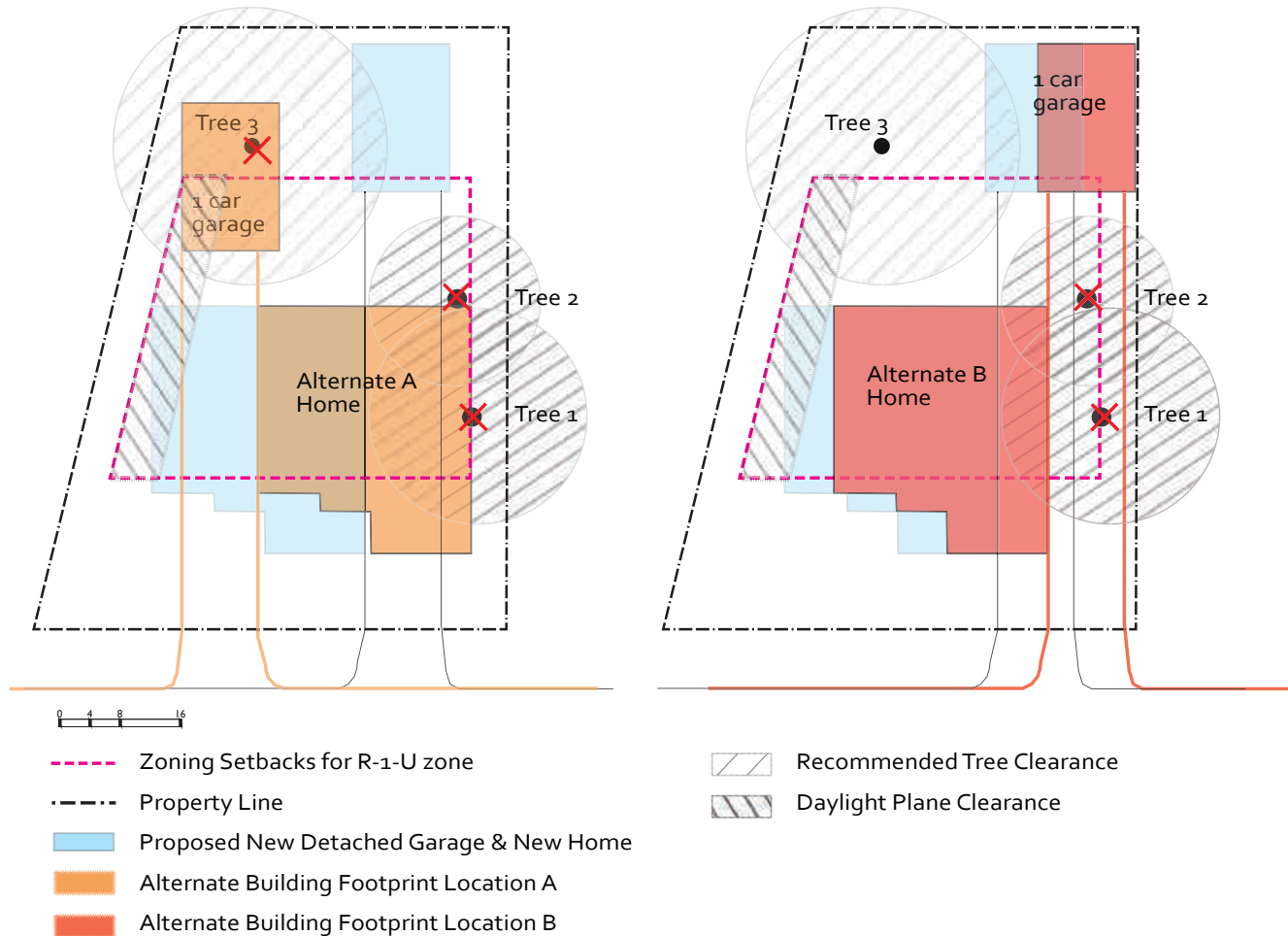
69 Cornell Road - Finding #1 - Exhibits A and B

“That a hardship peculiar to the property and not created by any act of the owner exists. In this context, personal, family or financial difficulties, loss of prospective profits and neighboring violations are not hardships justifying a variance. Further, a previous variance can never have set a precedent, for each case must be considered only on its individual merits;”

Response:

The property is smaller than the width of a standard lot and additionally has unique existing site constraints that prevent the home from meeting the current daylight plane requirements. Two established redwood trees in the right yard and one established redwood tree in the rear yard constrain any proposed home to be a min. of 14ft, 11ft, and 20ft from the trunks. In addition to these site constraints, an angled property line on the left side introduces an increasing restricted daylight plane further reducing the feasible buildable locations.

Alternate building configurations were studied (see Exhibits A and B on the right), however these alternates have a negative impact on the established trees resulting in multiple removals and therefore a variance is being requested.



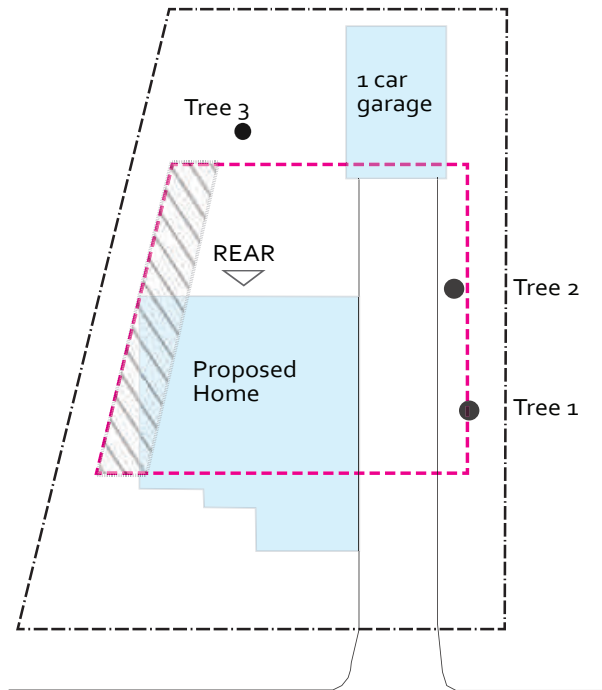
69 Cornell Road - Finding #1 - Exhibit C

“That a hardship peculiar to the property and not created by any act of the owner exists. In this context, personal, family or financial difficulties, loss of prospective profits and neighboring violations are not hardships justifying a variance. Further, a previous variance can never have set a precedent, for each case must be considered only on its individual merits;”

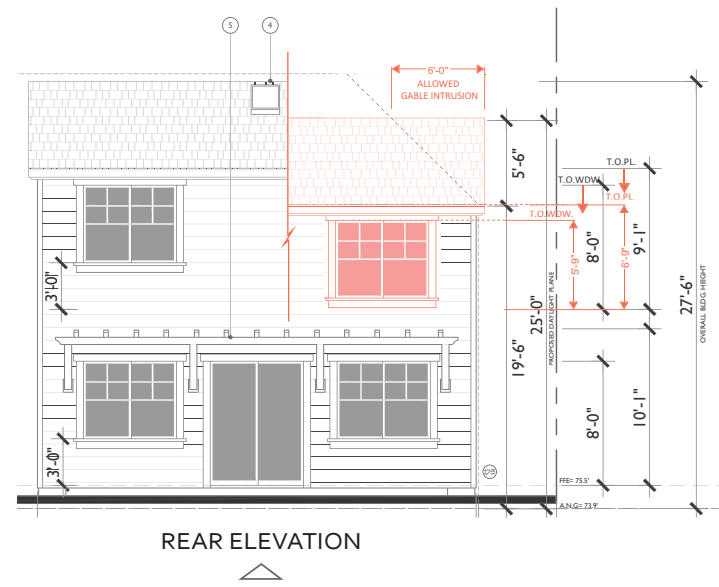
Response:

The property is smaller than the width of a standard lot and additionally has unique existing site constraints that prevent the home from meeting the current daylight plane requirements. Two established redwood trees in the right yard and one established redwood tree in the rear yard constrain any proposed home to be a min. of 14ft, 11ft, and 20ft from the trunks. In addition to these site constraints, an angled property line on the left side introduces an increasing restricted daylight plane further reducing the feasible buildable locations.

An alternate building configuration was studied (see Exhibit C on the right), however this alternate results in an unpractical window and plate height and therefore a variance is being requested.



- - - Zoning Setbacks for R-1-U zone
- Property Line
- Proposed New Detached Garage & New Home
- Alternate Building Height
- Daylight Plane Clearance



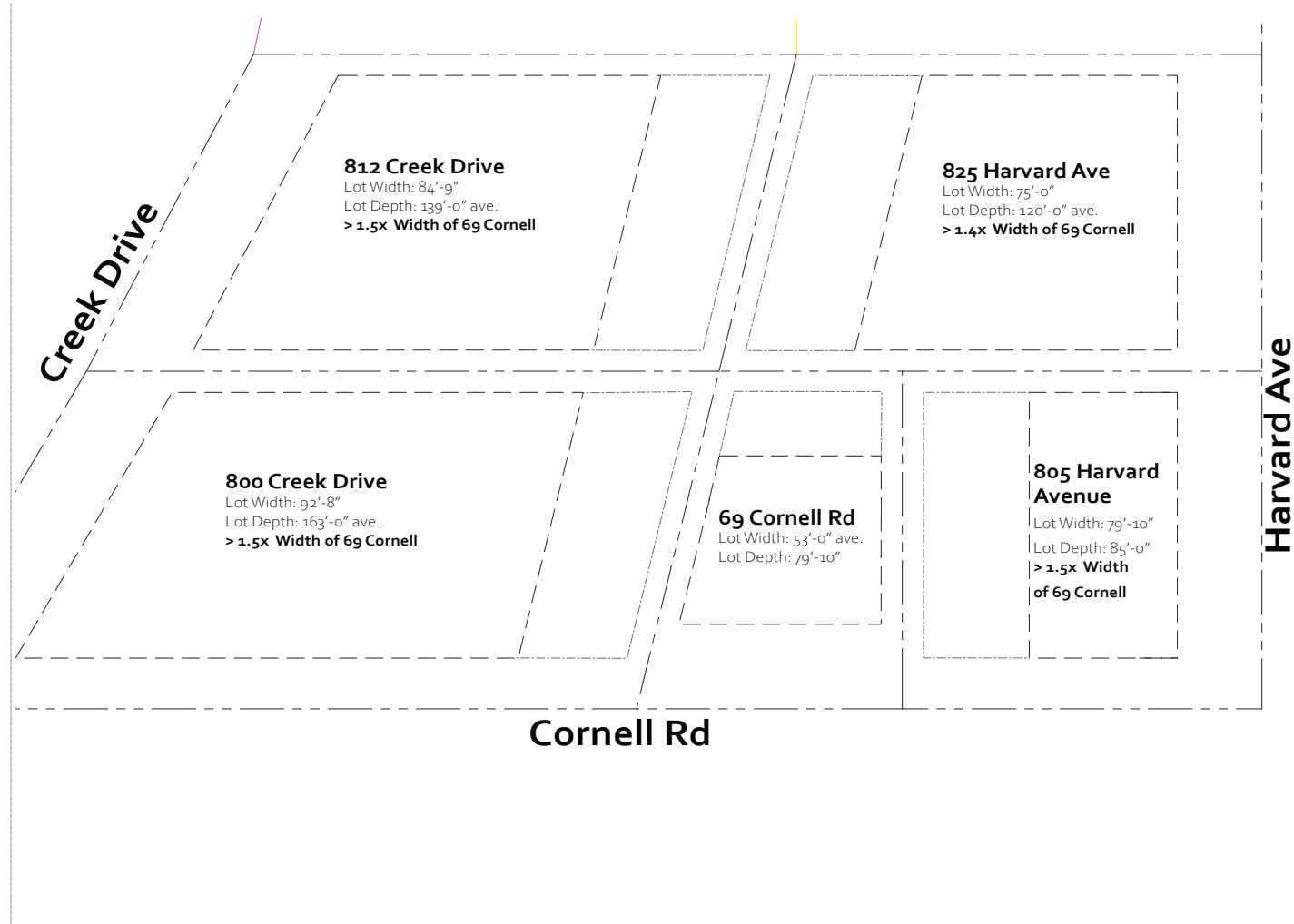
69 Cornell Road - Finding #2

"That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other conforming property in the same vicinity and that a variance, if granted, would not constitute a special privilege of the recipient not enjoyed by his/her neighbors;"

Response:

This lot is substantially smaller than adjacent parcels; therefore, the redevelopment area is significantly less. The other properties in the same vicinity have a width 1.4-1.5 times the width of 69 Cornell. In addition, the amount of redwood trees are far less on other properties where as this property is constrained by three significant trees.

The variance request for 25'-0" high daylight vertical plane allows the site to be redeveloped as other properties are able to do so without negatively impacting the trees enjoyed by all.



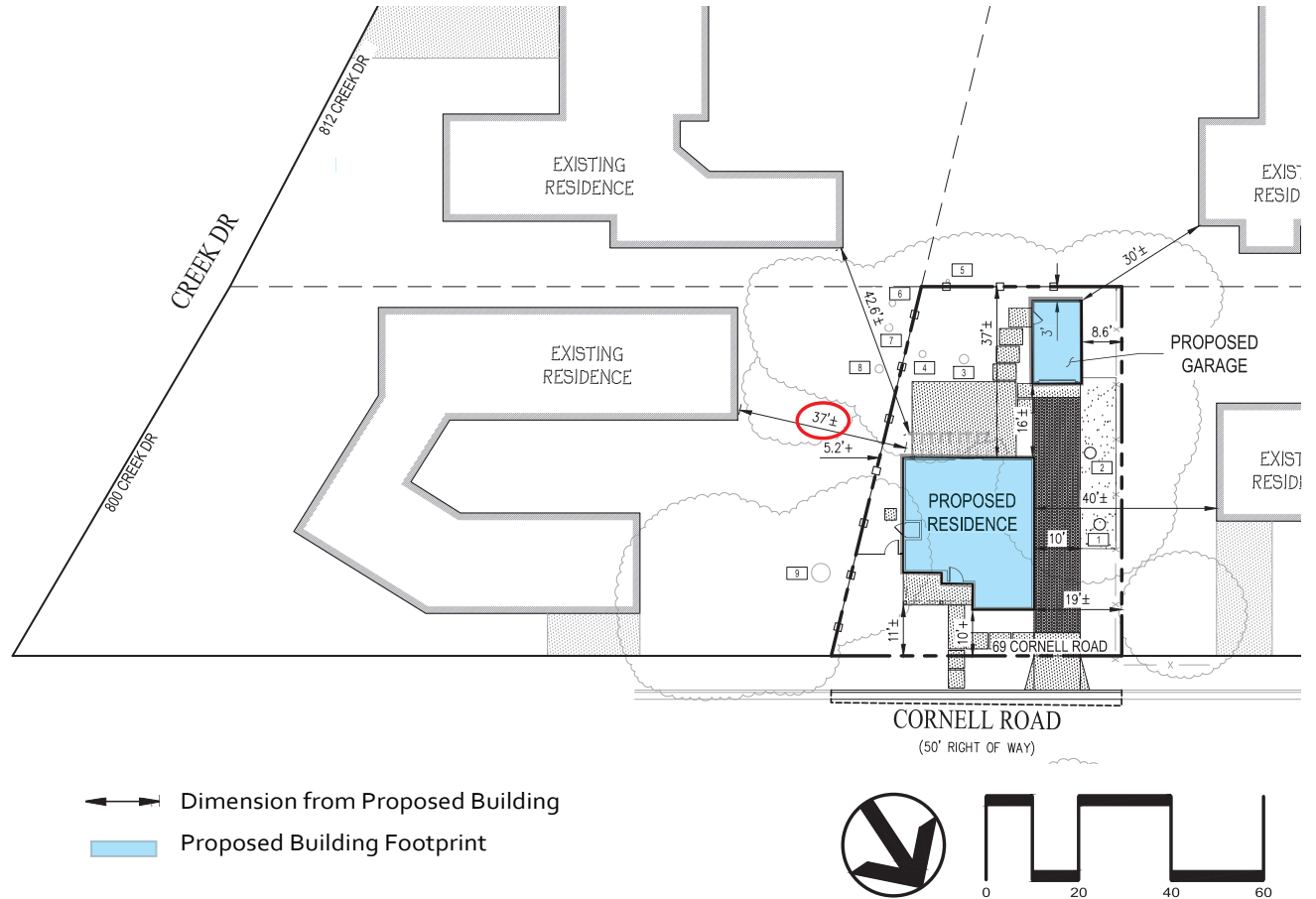
69 Cornell Road - Finding #3

“That the granting of the variance will not be materially detrimental to the public health, safety, or welfare, or will not impair an adequate supply of light and air to adjacent property;”

Response:

The left property line of 69 Cornell Road is shared with the rear property line of 800 Creek Drive. The dimension between buildings is significantly larger than a typical interior lot condition. An interior lot setback minimum is typically 5ft to the property line which would offer 10ft between buildings. In this condition, 37ft is provided. Therefore, there is adequate setbacks for the neighboring lot and no detrimental impact to grant the daylight plane variance.

Additionally, relocating the house would negatively impact the significant tree roots and canopy. As a result, there would be safety concerns, privacy concerns and impaired quality of light and air. The variance request would allow for the protected trees to remain healthy and avoid impact to roots and canopies.



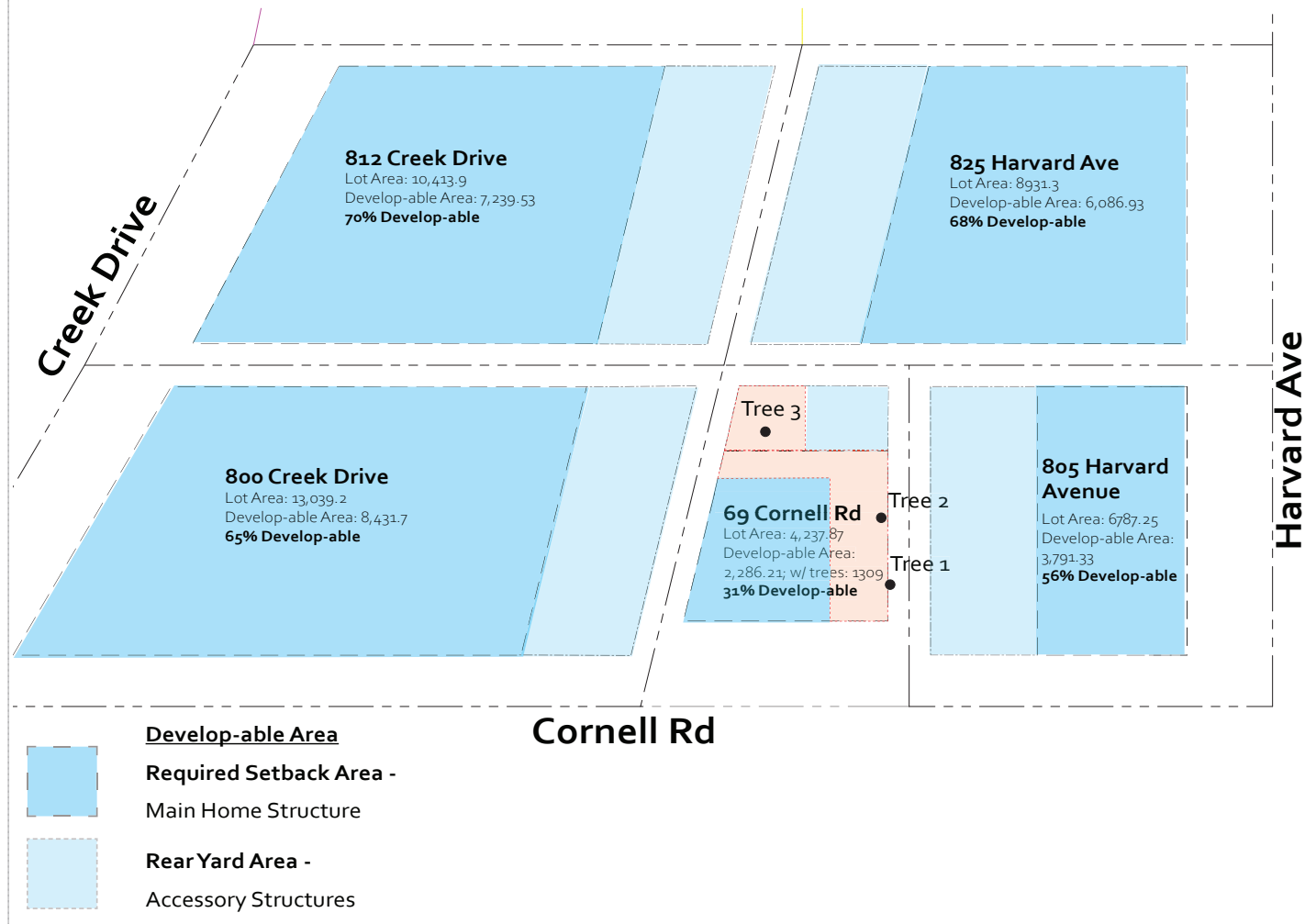
69 Cornell Road - Finding #4

“That the conditions upon which the requested variance is based would not be applicable, generally, to other property within the same zoning classification.”

Response:

In general, adjacent properties are much larger in area, width and depth. The exhibit to the right illustrates the percentage of develop-able area for nearby lots based on required setbacks. 4 out of the 5 lots have 50% of develop-able area including a full width of rear yard space for detached accessories. Two lots have rear yard space with direct access to Cornell road which allows for more develop-able area and driveway access. In contrast, the lot at 69 Cornell is 31% develop-able without a full width of accessible rear yard space. Even worse, the limited area is reduced (shaded in red) due to mature trees 1,2 and 3.

Although many of these properties do have some mature trees, there is still sufficient area on-site for homeowners to further develop their properties with compliant parking spaces and driveways. The limited develop-able area at 69 Cornell is a unique condition significantly contrasting other surrounding lots and therefore should be granted this site specific variance.



69 Cornell Road - Finding #5

“That the condition upon which the requested variance is based is an unusual factor that was not anticipated or discussed in detail during any applicable Specific Plan process.”

Response:

The applicant team has researched available Specific Plan Guidelines and 69 Cornell Road appears to be outside of the extents of any specific plans that are currently developed.

Excerpt from El Camino Real and Downtown Specific-Plan

CHAPTER E LAND USE + BUILDING CHARACTER

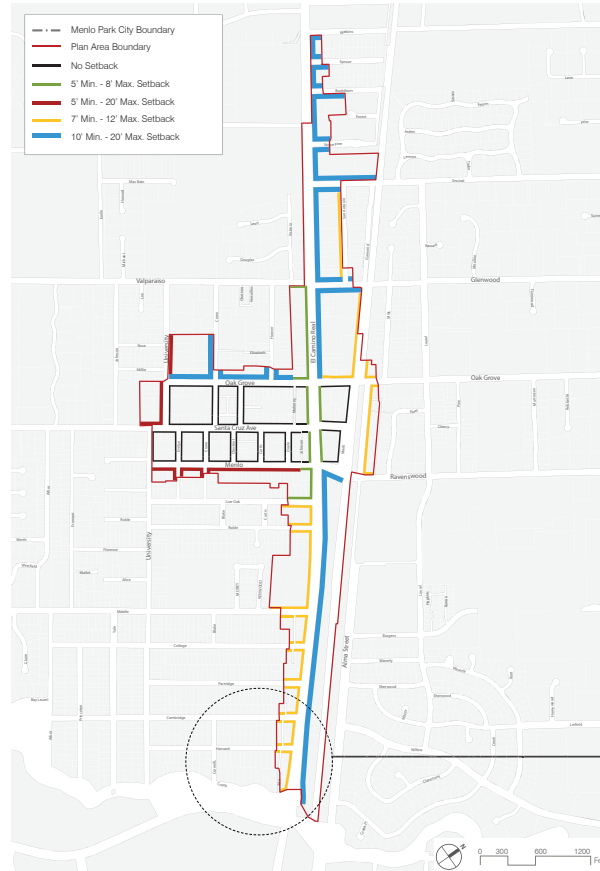


Figure E7. Building Front and Corner Side Setbacks

69 Cornell Road is outside of the extents of the Menlo Park Specific Plan



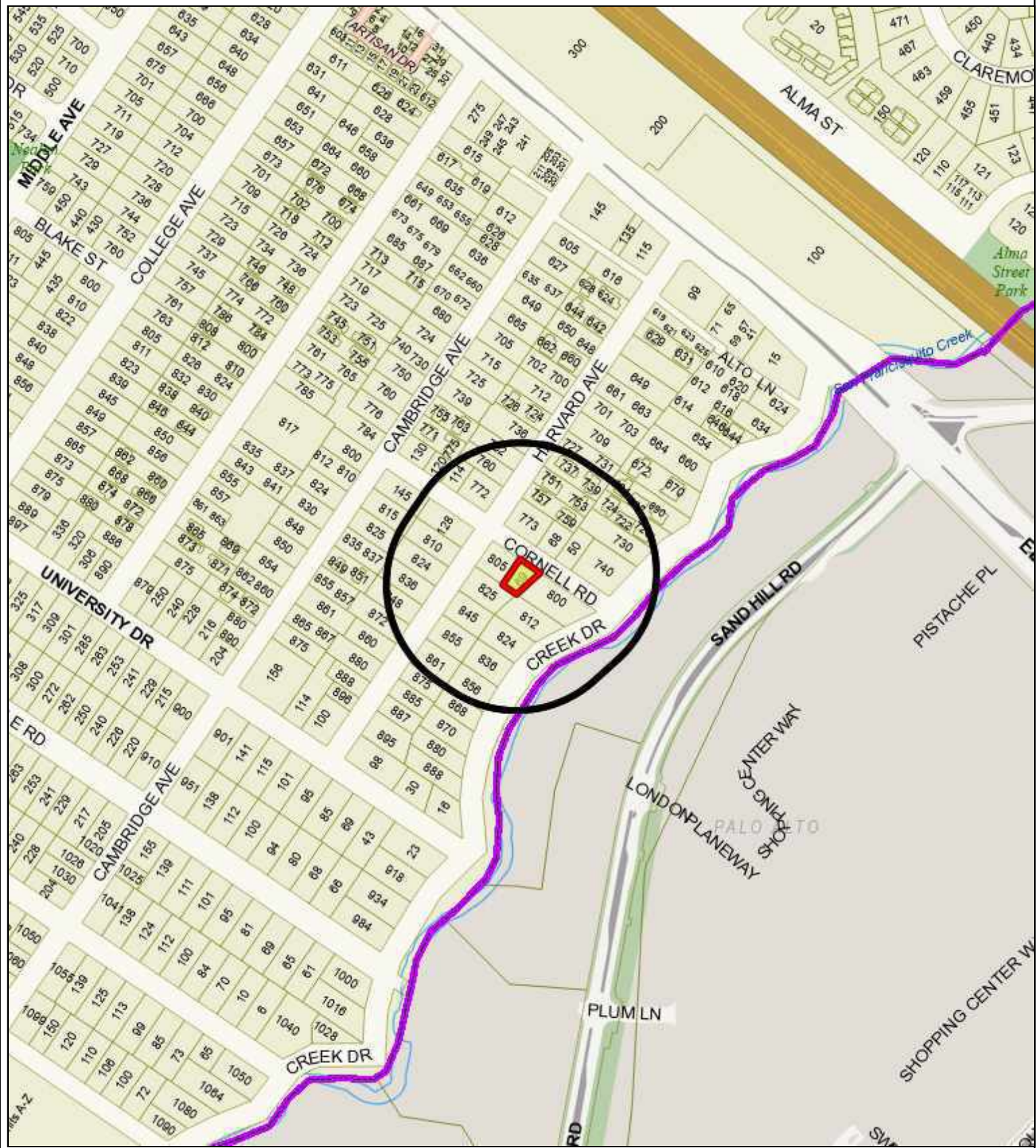
E23

69 Cornell Road – Exhibit F: Conditions of Approval

LOCATION: 69 Cornell Road	PROJECT NUMBER: PLN2022-00021	APPLICANT: Thomas James Homes	OWNER: Thomas James Homes
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PROJECT CONDITIONS:

1. The use permit and variance shall be subject to the following standard conditions:
 - a. The applicant shall be required to apply for a building permit within one year from the date of approval (by January 9, 2024) for the use permit to remain in effect.
 - b. Development of the project shall be substantially in conformance with the plans prepared by Bassenian Lagoni Architecture consisting of 24 plan sheets, dated received December 19, 2022 and approved by the Planning Commission on January 9, 2023, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
 - c. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies’ regulations that are directly applicable to the project.
 - d. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
 - e. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall furnish new sidewalk, curb and gutter, pursuant to the latest City Standards, to the satisfaction of the Public Works Department along the property frontage.
 - g. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.
 - h. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by California Tree and Landscaping Consulting, Inc. dated November 30, 2022.
 - i. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application.
 - j. The applicant or permittee shall defend, indemnify, and hold harmless the City of Menlo Park or its agents, officers, and employees from any claim, action, or proceeding against the City of Menlo Park or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit, or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant’s or permittee’s duty to so defend, indemnify, and hold harmless shall be subject to the City’s promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City’s full cooperation in the applicant’s or permittee’s defense of said claims, actions, or proceedings.



City of Menlo Park
 Location Map
 69 CORNELL ROAD



	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	4,238 sf	4,238 sf	7,000 sf min
Lot width	48.2 ft	48.2 ft	65 ft min
Lot depth	81 ft	81 ft	100 ft min
Setbacks			
Front	10* ft	10.2 ft	20 ft min
Rear	~37 ft	41.6 ft	20 ft min
Side (left)	5 ft	2.9 ft	10 percent of minimum lot width, minimum 5 feet
Side (right)	~19 ft	19.9 ft	
Building coverage*	1,216 sf 28.7 %	1,111 sf 26.2 %	1,483 sf max 35.0 % max
FAL (Floor Area Limit)*	1,945 sf	1,111 sf	Established by Planning Commission
Square footage by floor	824 sf/1 st 759 sf/2 nd 221 sf/garage 141 sf/attic >5 feet in height 171 sf/porches	788 sf/1 st 323 sf/garage 146.9 sf/basement	
Square footage of buildings	2,116 sf	1,257 sf	
Building height	27.5 ft	18.8 ft	28 ft max
Parking	1 covered space*	1 covered space	1 covered and 1 uncovered space
Note: Areas shown highlighted indicate a nonconforming or substandard situation			

Trees	Heritage trees	7**	Non-Heritage trees	2***	New trees	0
	Heritage trees proposed for removal	0	Non-Heritage trees proposed for removal	0	Total Number of trees	9

*Variance requests to approve these substandard/nonconforming conditions have been submitted by the applicant and recommended for approval by Staff

**Of these trees, four are located on the subject property and three are located on a neighboring property.

***These trees are located on neighboring properties.



California Tree and Landscape Consulting, Inc.

November 30, 2022

Cynthia Thiebaut, Director of Development
 Thomas James Homes
 255 Shoreline Drive, Suite 428
 Redwood City, California 94065
 Via Email: cthiebaut@tjhusa.com

REVISED FINAL ARBORIST REPORT, TREE INVENTORY, CONSTRUCTION IMPACT ASSESSMENT AND TREE PROTECTION PLAN

RE: 69 Cornell Road, City of Menlo Park, California [APN 071-432-050]

EXECUTIVE SUMMARY

Thomas James Homes contacted California Tree and Landscape Consulting, Inc. to document the trees on the property for a better understanding of the existing resource and any potential improvement obstacles that may arise. Thomas James Homes requested an Arborist Report and Tree Inventory suitable for submittal to the City of Menlo Park. This is a Revised Final Arborist Report, Tree Inventory, Construction Impact Assessment and Tree Protection Plan for the initial filing of plans to develop the property. The date of the previous version was March 15, 2022.

Thomas M. Stein, ISA Certified Arborist WE-12854A, visited the property on July 14, 2021 to provide species identification, measurements of DBH and canopy, field condition notes, recommended actions, ratings, and approximate locations for the trees. On August 17, 2021, June 9, 2022 and July 6, 2022, he returned to document root exploration trenching. A total of 9 trees were evaluated on this property, of which 7 are protected trees according to the City of Menlo Park Municipal Code¹. Five trees are located off the parcel but were included in the inventory because they may be impacted by development of the parcel.

TABLE 1

Tree Species	Total Tees Inventoried	Trees on This Site ²	Protected Street Trees	Protected Heritage Oaks	Protected Heritage Non-Oaks	Trees Proposed for Removal	Trees Proposed for Retention ³
Coast redwood	5	1	0	0	3	0	5
Coast live oak	2	1	0	2	0	0	2
Trident maple	2	2	0	0	2	0	2
TOTAL	9	4	0	2	5	0	9

¹ Any tree protected by the City's Municipal Code will require replacement according to its appraised value if it is damaged beyond repair as a result of construction. In addition, any time development-related work is recommended to be supervised by a Project Arborist, it must be written in the report to describe the work plan and mitigation work. The Project Arborist shall provide a follow-up letter documenting the mitigation has been completed to specification.

² CalTLC, Inc. is not a licensed land surveyor. Tree locations are approximate and we do not determine tree ownership. Trees which appear to be on another parcel are listed as off-site and treated as the property of that parcel.

³ Trees in close proximity to development may require special protection measures. See Appendix/Recommendations for specific details.

ASSIGNMENT

Perform an examination of the site to document the presence and condition of trees protected by the City of Menlo Park. The study area for this effort includes the deeded parcel as delineated in the field by the property fences and any significant or protected trees overhanging from adjacent parcels.

Prepare a report of findings. All trees protected by the City of Menlo Park are included in the inventory.

METHODS

Appendix 2 and Table 1 in this report are the detailed inventory and recommendations for the trees. The following terms and Table A – Ratings Descriptions will further explain our findings.

The protected trees evaluated as part of this report have a numbered tag that was placed on each one that is 1-1/8" x 1-3/8", green anodized aluminum, "acorn" shaped, and labeled: CalTLC, Inc., Auburn, CA with 1/4" pre-stamped tree number and Tree Tag. They are attached with a natural-colored aluminum 10d nail, installed at approximately 6 feet above ground level on the approximate north side of the tree. The tag should last ~10-20+ years depending on the species, before it is enveloped by the trees' normal growth cycle.

The appraisal included in this report (see Appendix 4) is based on the 10th Edition of the *Guide for Plant Appraisal*.⁴ The trunk formula technique of appraisal provides a basic cost to replace a tree, determined by its species and size. The tree costs are extrapolated from that of the most commonly available and used tree for landscaping, which at this time in Northern California has been determined to be a 24" box specimen.⁵ Based on the size and value of the tree as a 24" box, the species are valued at \$36.60 to \$82.82 per square inch of trunk area. Per the request of the City of Menlo Park, multi-stem tree diameters are measured as a single trunked tree, at the point below the lowest branching.

The basic value is depreciated by the tree's condition, which is considered a function of its health, structure and form and expressed as a percentage of the basic value. The result is termed the deterioration of the tree.

The trees are further depreciated by the functional and external limitations that may impact their ability to grow to their normal size, shape and function. Functional limitations include limited soil volume, adequate growing space, poor soil quality, etc. External limitations include easements, government regulations and ownership issues beyond the control of the tree's owner.

The final value is rounded to the nearest \$100 to obtain the assignment result. If the tree is not a complete loss, the value of loss is determined as a percentage of the original value.

TERMS

Species of trees is listed by our local common name and botanical name by genus and species.

DBH (diameter breast high) is normally measured at 4'6" (54" above the average ground, height but if that varies then the location where it is measured is noted here. A steel diameter tape was used to measure the trees.

⁴ 2018. Council of Tree and Landscape Appraisers. *Guide for Plant Appraisal*, 10th Edition, 2nd Printing. International Society of Arboriculture, Atlanta, GA

⁵ 2004. *Western Chapter Species Classification and Group Assignment*. Western Chapter, International Society of Arboriculture. Porterville, CA

Canopy radius is measured in feet. It is the farthest extent of the crown composed of leaves and small twigs measured by a steel tape. This measurement often defines the Critical Root Zone (CRZ) or Protection Zone (PZ), which is a circular area around a tree with a radius equal to this measurement.

Actions listed are recommendations to improve health or structure of the tree. Trees in public spaces require maintenance. If a tree is to remain and be preserved, then the tree may need some form of work to reduce the likelihood of failure and increase the longevity of the tree. Preservation requirements and actions based on a proposed development plan are not included here.

Arborist Rating is subjective to condition and is based on both the health and structure of the tree. All of the trees were rated for condition, per the recognized national standard as set up by the Council of Tree and Landscape Appraisers and the International Society of Arboriculture (ISA) on a numeric scale of 5 (being the highest) to 0 (the worst condition, dead). The rating was done in the field at the time of the measuring and inspection.

Table A – Ratings Descriptions

No problem(s)	5	excellent
No apparent problem(s)	4	good
Minor problem(s)	3	fair
Major problem(s)	2	poor
Extreme problem(s)	1	hazardous, non-correctable
Dead	0	dead

Rating #0: This indicates a tree that has no significant sign of life.

Rating #1: The problems are extreme. This rating is assigned to a tree that has structural and/or health problems that no amount of work or effort can change. The issues may or may not be considered a dangerous situation.

Rating #2: The tree has major problems. If the option is taken to preserve the tree, its condition could be improved with correct arboricultural work including, but not limited to: pruning, cabling, bracing, bolting, guying, spraying, mistletoe removal, vertical mulching, fertilization, etc. If the recommended actions are completed correctly, hazard can be reduced and the rating can be elevated to a 3. If no action is taken the tree is considered a liability and should be removed.

Rating #3: The tree is in fair condition. There are some minor structural or health problems that pose no immediate danger. When the recommended actions in an arborist report are completed correctly the defect(s) can be minimized or eliminated.

Rating #4: The tree is in good condition and there are no apparent problems that a Certified Arborist can see from a visual ground inspection. If potential structural or health problems are tended to at this stage future hazard can be reduced and more serious health problems can be averted.

Rating #5: No problems found from a visual ground inspection. Structurally, these trees have properly spaced branches and near perfect characteristics for the species. Highly rated trees are not common in natural or developed landscapes. No tree is ever perfect especially with the unpredictability of nature, but with this highest rating, the condition should be considered excellent.

Notes indicate the health, structure and environment of the tree and explain why the tree should be removed or preserved. Additional notes may indicate if problems are minor, extreme or correctible.

Remove is the recommendation that the tree be removed. The recommendation will normally be based either on poor structure or poor health and is indicated as follows:

Yes H – Tree is unhealthy

Yes S – Tree is structurally unsound

OBSERVATIONS AND CONCLUSIONS

The site is located in an existing subdivision with single-family residences, and the vegetation is comprised of ornamental landscape plants. The site is a relatively small one, with 2 of the 4 onsite trees located near the center of the backyard. The existing home has the following utilities: electrical, water, gas, sanitary sewer and communication. The existing home has a reported area of 793 sq. ft. on a parcel with a reported area of 4,238 sq. ft. There is a detached garage (325 sq. ft) that is being replaced with a single car-width garage. The development plans include demolition of the existing house and detached garage and construction of a new two-story home (and new detached garage) with a reported area (livable) of 1,583 sq. ft. New landscape and hardscape will be installed. Refer to Appendix 2 – Tree Data for details.

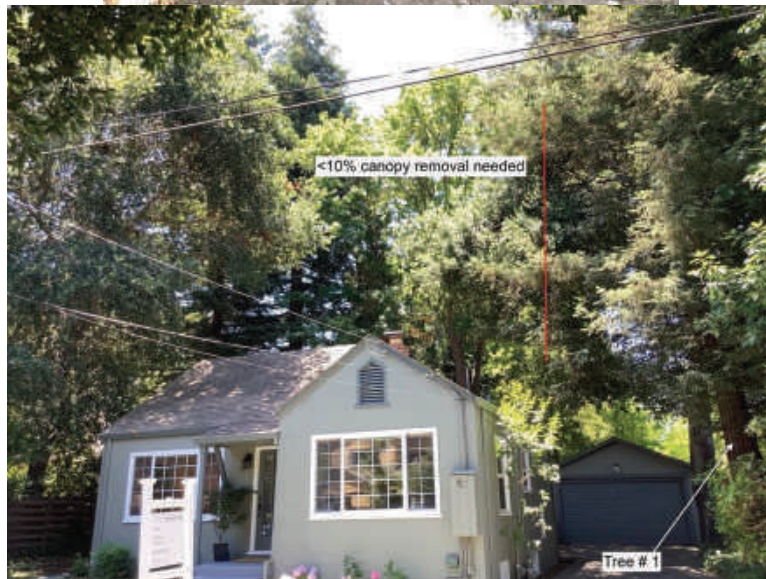
RECOMMENDED REMOVALS OF HAZARDOUS, DEFECTIVE OR UNHEALTHY TREES

At this time, no trees have been recommended for removal from the proposed project area due to the nature and extent of defects, compromised health, and/or structural instability noted at the time of field inventory efforts.

CONSTRUCTION IMPACT ASSESSMENT

This Arborist Report, Tree Inventory, Construction Impact Assessment and Tree Protection Plan is intended to provide to Thomas James Homes, the City of Menlo Park, and other members of the development team a detailed review of the species, size, and current structure and vigor of the trees within and/or overhanging the proposed project area. At this time, we have reviewed the Site Plan drafted by Basenian & Lagoni dated October 19, 2022; the Landscape Plans prepared by Roach & Campbell dated September 2, 2022; the Area Plan prepared by CBG Civil Engineers dated October 6, 2022; and the Topographic & Boundary Survey prepared by CBG Civil Engineers dated January 5, 2022. The perceived construction impacts are summarized below. **Refer to Appendix 2 – Tree Data for protective measures to be taken for trees that will remain.**

Tree # 1 (Tag # 8577): Moderate impact to the CRZ is expected due to driveway demolition and replacement with a paver system driveway. The paver section of this driveway should be laid over existing subgrade. The existing asphalt driveway should be removed, then new surfaces should be built up from that point. If large (> 3" in diameter) are encountered during demolition of the driveway, the roots should be protected and preserved. For example, the roots should be sleeved or bridged. They should not be severed. The driveway will be approximately 2.5' from the trunk and the house foundation will be approximately 14' (6x DBH) from the tree. Root exploration trenching was performed just prior to the July 6, 2022 site visit. A root exploration trench was hand dug (after removing a section of asphalt) approximately 2 ft East of tree #1. No structural roots were observed to a depth of approximately 2 ft in the area of the proposed paver driveway. Refer to the photograph below. The percentage of impact to the CRZ due to the paver driveway system and foundation excavation is expected to be ~41% (this assumes the CRZ is equal to the area represented by the canopy spread. The same assumption is true for analysis on other trees in this report). This is slightly less than the current impact of the existing asphalt driveway. The paver system is expected to have slightly improved oxygen permeability than asphalt. Slight impact to the canopy is expected due to building encroachment. Less than 10% of the canopy is expected to be removed for clearance. Refer to the photos below:



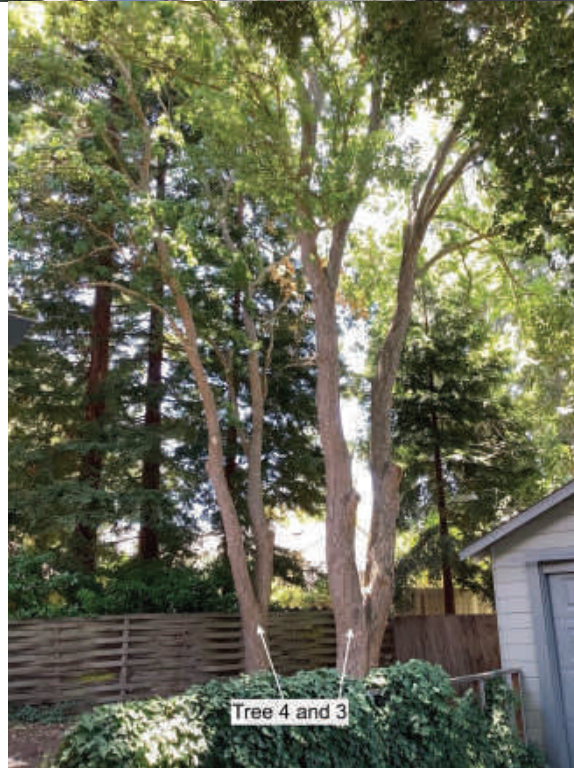
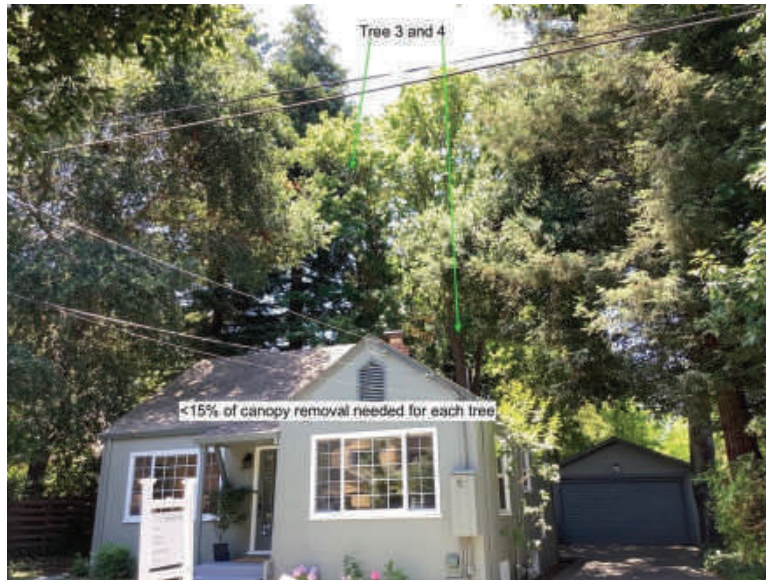
Tree # 2 (Tag # 8578): Moderate impact to the CRZ is expected due to driveway demolition and replacement with a paver system driveway. The paver section of this driveway should be laid over existing subgrade. The existing asphalt driveway should be removed, then new surfaces should be built up from that point. The driveway will be approximately 1' from the trunk and the house foundation will be approximately 11' (4x DBH) from the tree. Root exploration trenching was hand dug (after surface sawing through the asphalt driveway) approximately 6 ft. East from the tree on June 9, 2022. Feeder roots and roots to about 1" diameter were observed. Refer to the photographs below. The new driveway will be closer to the tree than this exploration trench. If large (> 3" in diameter) are encountered during demolition of the driveway, the roots should be protected and preserved. There is a possibility of encountering structural roots during excavation for the driveway. If this occurs, an alternative driveway design should be used to preserve structural roots. For example, the roots should be sleeved or bridged. They should not be severed. Alternatively, the grade of the driveway could be raised. Pruning structural roots 1 foot away (<1x DBH) from the tree could potentially destabilize it. Demolition of the existing asphalt driveway should be performed by hand or reaching into the tree protection zone. If structural roots are observed within 6 feet of the tree, they should be preserved. Percentage of impact to the CRZ due to driveway excavation is expected to be ~47%. This is approximately the same impact as the existing asphalt driveway. The paver system is expected to have slightly improved oxygen permeability than asphalt. Slight impact to the canopy is expected due to building encroachment. Less than 15% of the canopy is expected to be removed for clearance. Refer to the photo below:





Tree # 3 (Tag # 8579): Slight to moderate impact to the CRZ is expected due to foundation excavation. The house foundation will be approximately 20' from the trunk (9x DBH) from the tree. The new garage foundation will be approximately 14 ft. (6.3x DBH) from the tree. A root trench was hand dug on July 6, 2022 parallel the garage wall closest to the tree (the garage is located approximately 8 ft. west of the garage). Two structural roots (~4-5" in dia.) were seen about ~1.5 ft from the garage. The new garage will be located approximately 7 ft. West of these roots. Root pruning (if needed) of these roots at an estimated distance of 12 ft. (5.7x DBH) from the tree is not expected to destabilize the tree. Less than ~25% of the CRZ is expected to be impacted. Slight impact to the canopy is expected due to building encroachment. Less that 15% of the canopy is expected to be removed for clearance. Refer to photos below:





Tree # 4 (Tag # 8580): Slight impact to the CRZ is expected due to foundation excavation. The house and garage foundation will be approximately 22' from the trunk (14x DBH) from the tree. Less than ~10% of the CRZ is expected to be impacted. Slight impact to the canopy is expected due to building encroachment. Less than 15% of the canopy is expected to be removed for clearance. Refer to photos above.

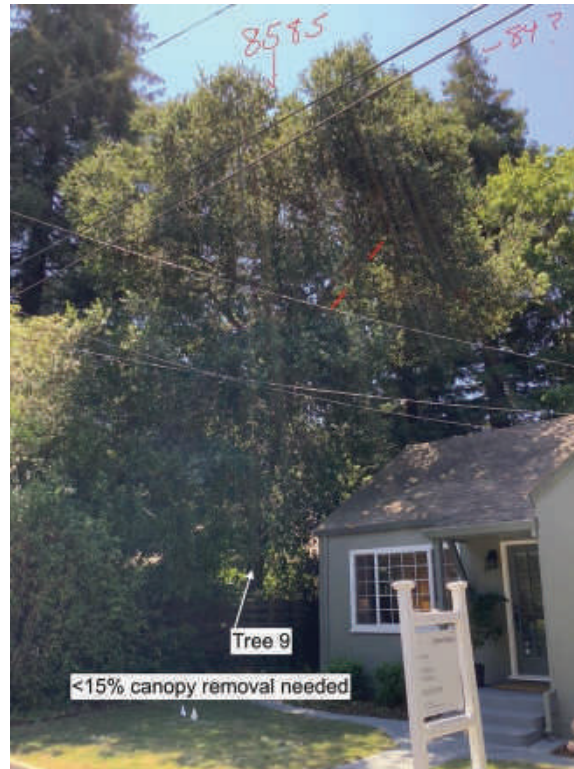
Tree # 5 (Tag # 8581): No impact is expected from development to this offsite tree. The tree is located approximately 37' (50x DBH) from the closest foundation and overhangs the project approximately 5'.

Tree # 6 (Tag # 8582): No impact is expected from development to this offsite tree. The tree is located approximately 32' (16x DBH) from the closest foundation and overhangs the project approximately 8'.

Tree # 7 (Tag # 8583): No impact is expected from development to this offsite tree. The tree is located approximately 27' (13x DBH) from the closest foundation and overhangs the project approximately 4'.

Tree # 8 (Tag # 8584): No impact is expected from development to this offsite tree. The tree is located approximately 19' (11x DBH) from the closest foundation and has negligible overhang.

Tree # 9 (Tag # 8585): Slight impact to the CRZ is expected due to foundation excavation. The foundation will be approximately 15' from the trunk (12x DBH) from the tree. Less than 5% of the CRZ is expected to be impacted. Slight impact to the canopy is expected due to building encroachment. Less than 15% of the canopy is expected to be removed for clearance. Refer to photo below:



The Menlo Park Tree Ordinance requires any work directed by the Project Arborist should follow a written work plan and mitigation plan. The Project Arborist shall provide a letter documenting the work and mitigation has been completed to specification.

A tree protection verification letter is required from the Project Arborist prior to the start of construction. The letter shall include photos of the tree protection installed to specification. The letter should also specify that monthly inspections are required.

DISCUSSION

Trees need to be protected from normal construction practices if they are to remain healthy and viable. Our recommendations are based on industry standards and BMPs, experience, and City ordinance requirements, so as to enhance tree longevity. This requires their root zones remain intact and viable, despite heavy equipment being on site, and the need to install foundations, driveways, underground utilities, and landscape irrigation systems. Simply walking and driving on soil has serious consequences for tree health.

Following is a summary of impacts to trees during construction and tree protection measures that should be incorporated into the site plans in order to protect the trees. Once the plans are approved, they become the document that all contractors will follow. ***The plans become the contract between the owner and the contractor, so that only items spelled out in the plans can be expected to be followed. Hence, all protection measures, such as fence locations, mulch requirements and root pruning specifications must be shown on the plans.***

RECOMMENDATIONS: SUMMARY OF TREE PROTECTION MEASURES

Hire a Project Arborist to help ensure protection measures are incorporated into the site plans and followed. The Project Arborist should, in cooperation with the Engineers and/or Architects:

- Identify the Root Protection Zones on the final construction drawings, prior to bidding the project.
- Show the placement of tree protection fences, as well as areas to be irrigated, fertilized and mulched on the final construction drawings.
- Clearly show trees for removal on the plans and mark them clearly on site. A Contractor who is a Certified Arborist should perform tree and stump removal. All stumps within the root zone of trees to be preserved shall be ground out using a stump router or left in place. **No trunk within the root zone of other trees shall be removed using a backhoe or other piece of grading equipment.**
- Prior to any grading, or other work on the site that will come within 50' of any tree to be preserved:
 1. Irrigate (if needed) and place a 6" layer of chip mulch over the protected root zone of all trees that will be impacted.
 2. Erect Tree Protection Fences. Place boards against trees located within 3' of construction zones, even if fenced off.
 3. Remove lower foliage that may interfere with equipment PRIOR to having grading or other equipment on site. The Project Arborist should approve the extent of foliage elevation, and oversee the pruning, performed by a contractor who is an ISA Certified Arborist.
- For grade cuts, expose roots by hand digging, potholing or using an air spade and then cut roots cleanly prior to further grading outside the tree protection zones.
- For fills, if a cut is required first, follow as for cuts.
- Where possible, specify geotextile fabric and/or thickened paving, re-enforced paving, and structural soil in lieu of compacting, and avoid root cutting as much as possible, prior to placing fills on the soil surface. Any proposed retaining wall or fill soil shall be discussed with the engineer and arborist in order to reduce impacts to trees to be preserved.
- Clearly designate an area on the site outside the drip line of all trees where construction materials may be stored, and parking can take place. No materials or parking shall take place within the root zones of protected trees.
- Design utility and irrigation trenches to minimize disturbance to tree roots. Where possible, dig trenches with hydro-vac equipment or air spade, placing pipes underneath the roots, or bore the deeper trenches underneath the roots.
- Include on the plans an Arborist inspection schedule to monitor the site during (and after) construction to ensure protection measures are followed and make recommendations for care of the trees on site, as needed.

General Tree protection measures are included as Appendix 3. These measures need to be included on the Site, Grading, Utility and Landscape Plans. A final report of recommendations specific to the plan can be completed as part of, and in conjunction with, the actual plans. This will require the arborist working directly with the engineer and architect for the project. If the above recommendations are followed, the amount of time required by the arborist for the final report should be minimal.

Report Prepared by:

Report Reviewed by:



Edwin E. Stirtz, Consulting Arborist
International Society of Arboriculture
Certified Arborist WE-0510A
ISA Tree Risk Assessment Qualified
Member, American Society of Consulting Arborists

Gordon Mann
Consulting Arborist and Urban Forester
Registered Consulting Arborist #480
ISA Certified Arborist and Municipal Specialist #WE-0151AM
CaUFC Certified Urban Forester #127
ISA Qualified Tree Risk Assessor

- Enc.: Appendix 1 – Tree Inventory and Protection Plan Exhibit
Appendix 2 – Tree Data
Appendix 3 – General Practices for Tree Protection
Appendix 4 – Tree Appraisal Table
Appendix 5 – Tree Protection Specifications
Appendix 6 – Photographs

SEE ARBORIST REPORT FOR ADDITIONAL DETAILS

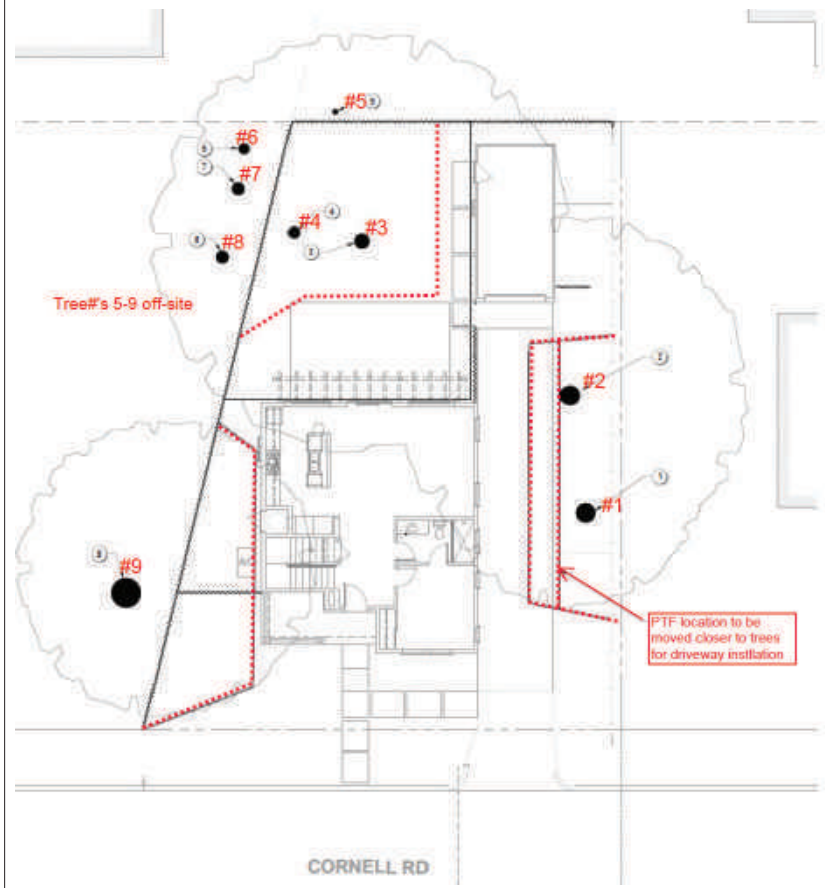
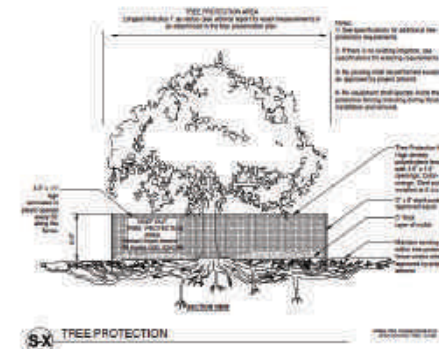


California Tree & Landscape Consulting, Inc.

359 Nevada St. Suite 201
Auburn, CA 95603

TREE PROTECTION GENERAL REQUIREMENTS

1. The project arborist for this project is California Tree & Landscape Consulting. The primary contact information is located at the bottom of this report. The project arborist may require site visits to verify existing and existing tree conditions during the construction process. It will allow additional requests for tree protection plans. Monitoring and construction oversight by the project arborist is recommended for all projects and required when a final letter of completion is required by the jurisdiction.
2. The project arborist shall inspect the preliminary root protection fencing installed by the contractor prior to any grading and/or grading for compliance with the recommended protection zones. Additionally, the project arborist shall inspect the fencing at the onset of each phase of construction. The root protection zone for trees is specified as the "radius" in Appendix 2 in the arborist report unless otherwise specified by the arborist. Note: "Radius" is not an acceptable location for installation of tree protection fencing.
3. The project arborist shall identify specific areas where pruning, digging, fertilization, placement of mulch and/or electrical work, or clearance pruning is required. The Project arborist should approve the extent of foliage removal and whether the pruning to be performed by a contractor who is an ISA Certified Arborist. Clearance pruning should include removal of all the lower foliage that may interfere with equipment ROPS to having grading or other equipment onsite.
4. No trunk within the root protection zone of any trees shall be removed using a chainsaw or other piece of grading equipment.
5. Clear designate an area on the site that is outside the protection area of all trees where construction materials may be stored, and parking can take place. No materials or parking shall take place within the protection zones of any trees on or off the site.
6. Any and all work to be performed inside the protected root zone, including all grading and all tree work, shall be approved and/or supervised by the project arborist.
7. If needed, inside the protected root zone shall be approved and/or supervised by the project arborist and may be required to be performed by hand, by hydraulic or air spade, or other method which will place paper underneath the tree without damage to the roots.
8. The root protection zone for trees is specified as the "radius" in Appendix 2 in the arborist report unless otherwise specified by the arborist. Note: "Radius" is not an acceptable location for installation of tree protection fencing.



Ext. USDA Farm Service Agency

TREE PROTECTION PLAN

Page 1 of 1

- Property Line
- Measured Tree Canopy
- Tree Protection Fencing



69 Cornell Road

City of Menlo Park, California

Sheet No.
TPP 1.1

Prepared by Thomas M. Stein, ISA Cert #WE-12854A

Date: 11/28/2022

APPENDIX 2 – TREE DATA

Tree #	Tag #	Street Tree	Heritage Oak Tree 31.4"+ circ.	Heritage Other Tree 47.1"+ circ.	Off-site	Common Name	Scientific Name	DBH (in.)	Circ. (in.)	Measured At (in. above grade)	Measured Canopy Radius (ft.)	Arborist Rating	Notes	Recommendations	Construction Impact	Protective Measures to be Taken	Suitability for Preservation	Appraised Value, Rounded (\$)	Justification for Removal
1	8577	No	No	Yes	No	Coast redwood	<i>Sequoia sempervirens</i>	29	91	4.5	17	3 Fair - Minor problems	Growing between driveway (1') and fence (2'). DLR estimated toward house. Tree 14'+ from house. Lower canopy suppressed by adjacent tree.	None at this time.	Moderate impact to CRZ due to driveway demo and replacement with paver system driveway. Slight impact to canopy due to building encroachment.	Maintain driveway through construction or place trench plates over 6" of mulch to prevent further compaction. Demo driveway by hand or by reaching in to TPZ from outside TPZ w/in CRZ. Perform any root pruning under direction of project arborist. Install PTF as shown in Appendix 1. Monitor irrigation needs 2x/mo. Irrigate as needed.	G	\$5,800	N/A
2	8578	No	Yes	No	No	Coast live oak	<i>Quercus agrifolia</i>	32	100	4.5	23	4 Good - No apparent problems	Growing adjacent to driveway w/ lifted asphalt. Located 3' from fence and 13' from house. DLR estimated toward house. Canopy height ~19' over house. Callused pruning wounds at 6 & 10' AG. Slight lean SSW. Suppressed by Tree 8577.	None at this time.	Moderate impact to CRZ due to driveway demo and replacement with paver system driveway. Slight impact to canopy due to building encroachment.	Maintain driveway through construction or place trench plates over 6" of mulch to prevent further compaction. Demo driveway by hand or by reaching in to TPZ from outside TPZ w/in CRZ. Perform any root pruning under direction of project arborist. Install PTF as shown in Appendix 1. Monitor irrigation needs 2x/mo. Irrigate as needed, except in summer months.	G	\$11,700	N/A
3	8579	No	No	Yes	No	Trident maple	<i>Acer buergerianum</i>	26	82	4.5	30	4 Good - No apparent problems	Decorative rocks covering root crown. Codominant branching at 7'. Buttress root W side. DLR estimated over house. Pruning wounds at 12' AG on W. Stem w/ decay. Located 26' to house and 9' to garage.	Reduction pruning of overextended branches. Remove rocks from root collar.	Slight to moderate impact to CRZ due to foundation excavation. Slight impact to canopy due to building encroachment.	Perform clearance pruning if needed. Perform foundation excavation by hand/pneumatic/hydro-vac w/in CRZ. Perform root pruning under direction of project arborist. Install PTF as shown in Appendix 1. Monitor irrigation needs 2x/mo; irrigate as needed.	G	\$17,700	N/A



Tree #	Tag #	Street Tree	Heritage Oak Tree 31.4"+ circ.	Heritage Other Tree 47.1"+ circ.	Off-site	Common Name	Scientific Name	DBH (in.)	Circ. (in.)	Measured At (in. above grade)	Measured Canopy Radius (ft.)	Arborist Rating	Notes	Recommendations	Construction Impact	Protective Measures to be Taken	Suitability for Preservation	Appraised Value, Rounded (\$)	Justification for Removal
4	8580	No	No	Yes	No	Trident maple	<i>Acer buergerianum</i>	19	60	4.5	30	3 Fair - Minor problems	Root collar obscured by decorative rocks. Missing bark at base 3x12" SW side. Codominant branching at 7'. Suppressed by adjacent tree. DLR estimated toward house. Located 26' to house, 3'+ to side fence and 13' to back fence.	Prune overextended branches. Remove rocks from base.	Slight impact to CRZ due to foundation excavation. Slight impact to canopy due to building encroachment.	Perform clearance pruning if needed. Perform foundation excavation by hand/pneumatic/hydro-vac w/in CRZ. Perform root pruning under direction of project arborist. Install PTF as shown in Appendix 1. Monitor irrigation needs 2x/mo; irrigate as needed.	G	\$7,100	N/A
5	8581	No	No	No	Yes	Coast redwood	<i>Sequoia sempervirens</i>	9	28	4.5	10	4 Good - No apparent problems	Offsite tree growing ~3' behind back fence. Overhangs project site ~5'. Root collar obscured by fence. Tag on fence. DBH/DLR estimated.	None at this time.	No impact is expected from development.	Install PTF as shown in Appendix 1.	G	\$1,300	N/A
6	8582	No	No	No	Yes	Coast redwood	<i>Sequoia sempervirens</i>	13	41	4.5	18	4 Good - No apparent problems	Offsite tree growing ~10' E of SE 41. Overhangs project site 8'. DBH/DLR estimated. Tag on fence. Fence obscures root collar.	None at this time.	No impact is expected from development.	Install PTF as shown in Appendix 1.	G	\$2,800	N/A
7	8583	No	No	Yes	Yes	Coast redwood	<i>Sequoia sempervirens</i>	23	72	4.5	25	4 Good - No apparent problems	Offsite tree growing ~10' E of SW property line. Overhangs project site ~4'. Root collar obscured by fence. Tag on fence. DBH/DLR estimated.	None at this time.	No impact is expected from development.	Install PTF as shown in Appendix 1.	G	\$8,700	N/A



Tree #	Tag #	Street Tree	Heritage Oak Tree 31.4"+ circ.	Heritage Other Tree 47.1"+ circ.	Off-site	Common Name	Scientific Name	DBH (in.)	Circ. (in.)	Measured At (in. above grade)	Measured Canopy Radius (ft.)	Arborist Rating	Notes	Recommendations	Construction Impact	Protective Measures to be Taken	Suitability for Preservation	Appraised Value, Rounded (\$)	Justification for Removal
8	8584	No	No	Yes	Yes	Coast redwood	<i>Sequoia sempervirens</i>	22	69	4.5	21	4 Good - No apparent problems	Offsite tree growing E of SW property line ~20'. Negligible overhang. DBH/DLR estimated. Tag on fence. Root collar obscured by fence and debris.	None at this time.	No impact is expected from development.	Install PTF as shown in Appendix 1.	G	\$8,000	N/A
9	8585	No	Yes	No	Yes	Coast live oak	<i>Quercus agrifolia</i>	15	47	4.5	30	3 Fair - Minor problems	Offsite tree growing ~4' E of SE property line. Overhanging site ~25'. DBH/DLR estimated. Tag on fence.	None at this time.	Slight impact to CRZ due to foundation excavation. Slight impact to canopy due to building encroachment.	Perform clearance pruning if needed. Perform foundation excavation by hand/pneumatic/hydro-vac w/in CRZ. Perform root pruning under direction of project arborist. Install PTF as shown in Appendix 1.	G	\$3,100	N/A

TOTAL INVENTORIED TREES = 9 trees (590 aggregate circumference inches)
TOTAL RECOMMENDED REMOVALS = None
TOTAL CONSTRUCTION REMOVALS = None
Rating (0-5, where 0 is dead) = 3=3 trees; 4=6 trees
Total Protected Street Trees = None
Total Protected Oak Trees 31.4"+ = 2 trees (147 aggregate circumference inches)
Total Protected Other Trees 47.1"+ = 5 trees (374 aggregate circumference inches)
TOTAL PROTECTED TREES = 7 trees (521 aggregate circumference inches)

Note: Tree # refers to the # on the site plan.



APPENDIX 3 – GENERAL PRACTICES FOR TREE PROTECTION

Definitions:

Root zone: The roots of trees grow fairly close to the surface of the soil, and spread out in a radial direction from the trunk of tree. A general rule of thumb is that they spread 2 to 3 times the radius of the canopy, or 1 to 1½ times the height of the tree. It is generally accepted that disturbance to root zones should be kept as far as possible from the trunk of a tree.

Inner Bark: The bark on large valley oaks and coast live oaks is quite thick, usually 1" to 2". If the bark is knocked off a tree, the inner bark, or cambial region, is exposed or removed. The cambial zone is the area of tissue responsible for adding new layers to the tree each year, so by removing it, the tree can only grow new tissue from the edges of the wound. In addition, the wood of the tree is exposed to decay fungi, so the trunk present at the time of the injury becomes susceptible to decay. Tree protection measures require that no activities occur which can knock the bark off the trees.

Methods Used in Tree Protection:

No matter how detailed Tree Protection Measures are in the initial Arborist Report, they will not accomplish their stated purpose unless they are applied to individual trees and a Project Arborist is hired to oversee the construction. The Project Arborist should have the ability to enforce the Protection Measures. The Project Arborist should be hired as soon as possible to assist in design and to become familiar with the project. He must be able to read and understand the project drawings and interpret the specifications. He should also have the ability to cooperate with the contractor, incorporating the contractor's ideas on how to accomplish the protection measures, wherever possible. It is advisable for the Project Arborist to be present at the Pre-Bid tour of the site, to answer questions the contractors may have about Tree Protection Measures. This also lets the contractors know how important tree preservation is to the developer.

Root Protection Zone (RPZ): Since in most construction projects it is not possible to protect the entire root zone of a tree, a Root Protection Zone is established for each tree to be preserved. The minimum Root Protection Zone is the area underneath the tree's canopy (out to the dripline, or edge of the canopy), plus 1'. The Project Arborist must approve work within the RPZ.

Irrigate, Fertilize, Mulch: Prior to grading on the site near any tree, the area within the Tree Protection fence should be fertilized with 4 pounds of nitrogen per 1000 square feet, and the fertilizer irrigated in. The irrigation should percolate at least 24 inches into the soil. This should be done no less than 2 weeks prior to grading or other root disturbing activities. After irrigating, cover the RPZ with at least 12" of leaf and twig mulch. Such mulch can be obtained from chipping or grinding the limbs of any trees removed on the site. Acceptable mulches can be obtained from nurseries or other commercial sources. Fibrous or shredded redwood or cedar bark mulch shall not be used anywhere on site.

Fence: Fence around the Root Protection Zone and restrict activity therein to prevent soil compaction by vehicles, foot traffic or material storage. The fenced area shall be off limits to all construction equipment, unless there is express written notification provided by the Project Arborist, and impacts are discussed and mitigated prior to work commencing.

A protective barrier of 6' chain link fence shall be installed around the dripline of protected tree(s). The fencing can be moved within the dripline if authorized by the project arborist or city arborist, but not

closer than 2' from the trunk of any tree. Fence posts shall be 1.5" in diameter and are to be driven 2' into the ground. The distance between posts shall not be more than 10'. Movable barriers of chain link fencing secured to cement blocks can be substituted for "fixed" fencing if the project arborist and city arborist agree that the fencing will have to be moved to accommodate certain phases of construction. The builder may not move the fence without authorization from the project or city arborist.

Where the city or project arborist has determined that tree protection fencing will interfere with the safety of work crews, tree wrap may be used as an alternative form of tree protection. Wooden slats at least 1" thick are to be bound securely, edge to edge, around the trunk. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the outside of the wooden slats. Major scaffold limbs may require protection as determined by the city or project arborist. Straw waddle may also be used as a trunk wrap by coiling waddle around the trunk up to a minimum height of 6' from grade. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the straw waddle.

Signage should be placed on the protective tree fence no further than 30' apart. The signage should present the following information:

- The tree protection fence shall not be moved without authorization of the Project or City Arborist.
- Storage of building materials or soil is prohibited within the Tree Protection Zone.
- Construction or operation of construction equipment is prohibited within the tree protection zone.

In areas with many trees, the RPZ can be fenced as one unit, rather than separately for each tree.

Do not allow run off or spillage of damaging materials into the area below any tree canopy.

Do not store materials, stockpile soil or park or drive vehicles within the TPZ.

Do not cut, break, skin or bruise roots, branches, or trunks without first obtaining authorization from the city arborist.

Do not allow fires under and adjacent to trees.

Do not discharge exhaust into foliage.

Do not secure cable, chain or rope to trees or shrubs.

Do not trench, dig, or otherwise excavate within the dripline or TPZ of the tree(s) without first obtaining authorization from the city arborist.

Do not apply soil sterilant under pavement near existing trees.

Only excavation by hand, compressed air or hydro-vac shall be allowed within the dripline of trees.

Elevate Foliage: Where indicated, remove lower foliage from a tree to prevent limb breakage by equipment. Low foliage can usually be removed without harming the tree, unless more than 25% of the foliage is removed. Branches need to be removed at the anatomically correct location in order to prevent decay

organisms from entering the trunk. For this reason, a contractor who is an ISA Certified Arborist should perform all pruning on protected trees.⁶

Expose and Cut Roots: Breaking roots with a backhoe, or crushing them with a grader, causes significant injury, which may subject the roots to decay. Ripping roots may cause them to splinter toward the base of the tree, creating much more injury than a clean cut would make. At any location where the root zone of a tree will be impacted by a trench or a cut (including a cut required for a fill and compaction), the roots shall be exposed with either a backhoe digging radially to the trunk, by hand digging, or by a hydraulic air spade, and then cut cleanly with a sharp instrument, such as chainsaw with a carbide chain. Once the roots are severed, the area behind the cut should be moistened and mulched. A root protection fence should also be erected to protect the remaining roots, if it is not already in place. Further grading or backhoe work required outside the established RPZ can then continue without further protection measures.

Protect Roots in Deeper Trenches: The location of utilities on the site can be very detrimental to trees. Design the project to use as few trenches as possible, and to keep them away from the major trees to be protected. Wherever possible, in areas where trenches will be very deep, consider boring under the roots of the trees, rather than digging the trench through the roots. This technique can be quite useful for utility trenches and pipelines.

Route pipes outside of the area that is 10 times the diameter of the protected tree to avoid conflicts with roots. Where it is not possible to reroute pipes or trenches, the contractor shall bore beneath the dripline of the tree. The boring shall take place not less than 3' below the surface of the soil in order to avoid encountering feeder roots. Alternatively, the trench can be excavated using hand, pneumatic or hydro-vac techniques within the RPZ. The goal is to avoid damaging the roots while excavating. The pipes should be fed under the exposed roots. Trenches should be filled within 24 hours, but where this is not possible the side of the trench adjacent to the trees shall be kept shaded with 4 layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet.

Protect Roots in Small Trenches: After all construction is complete on a site, it is not unusual for the landscape contractor to come in and sever a large number of "preserved" roots during the installation of irrigation systems. The Project Arborist must therefore approve the landscape and irrigation plans. The irrigation system needs to be designed so the main lines are located outside the root zone of major trees, and the secondary lines are either laid on the surface (drip systems), or carefully dug with a hydraulic or air spade, and the flexible pipe fed underneath the major roots.

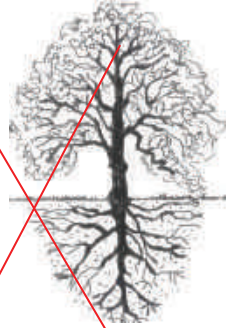
Design the irrigation system so it can slowly apply water (no more than ¼" to ½" of water per hour) over a longer period of time. This allows deep soaking of root zones. The system also needs to accommodate infrequent irrigation settings of once or twice a month, rather than several times a week.

Monitoring Tree Health During and After Construction: The Project Arborist should visit the site at least once a month during construction to be certain the tree protection measures are being followed, to monitor the health of impacted trees, and make recommendations as to irrigation or other needs.

⁶ International Society of Arboriculture (ISA), maintains a program of Certifying individuals. Each Certified Arborist has a number and must maintain continuing education credits to remain Certified.

Root Structure

The majority of a tree's roots are contained in a radius from the main trunk outward approximately two to three times the canopy of the tree. These roots are located in the top 6" to 3' of soil. It is a common misconception that a tree underground resembles the canopy (see Drawing A below). The correct root structure of a tree is in Drawing B. All plants' roots need both water and air for survival. Surface roots are a common phenomenon with trees grown in compacted soil. Poor canopy development or canopy decline in mature trees is often the result of inadequate root space and/or soil compaction.



Drawing A

Common misconception of where tree roots are assumed to be located



Drawing B

The reality of where roots are generally located

Structural Issues

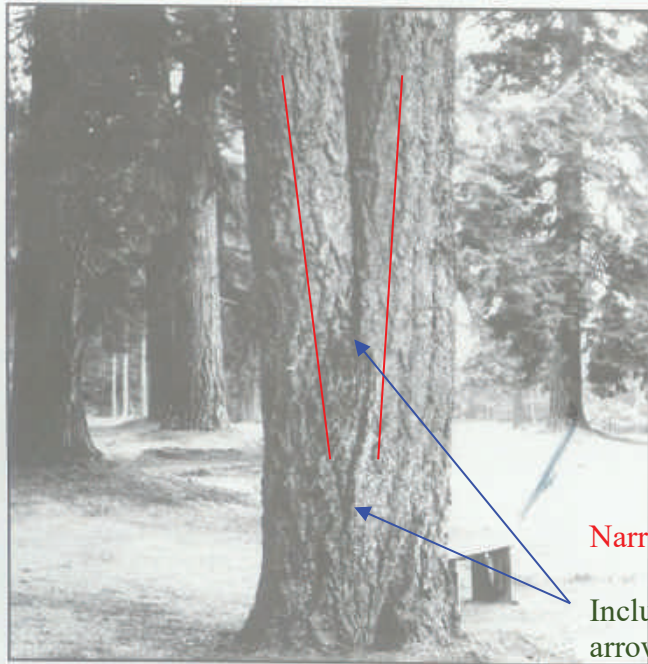
Limited space for canopy development produces poor structure in trees. The largest tree in a given area, which is 'shading' the other trees is considered Dominant. The 'shaded' trees are considered Suppressed. The following picture illustrates this point. Suppressed trees are more likely to become a potential hazard due to their poor structure.

Dominant Tree
Growth is upright
Canopy is balanced by limbs and foliage equally



Suppressed Tree
Canopy weight all to one side
Limbs and foliage grow away from dominant tree

Co-dominant leaders are another common structural problem in trees.



The tree in this picture has a co-dominant leader at about 3' and included bark up to 7 or 8'. Included bark occurs when two or more limbs have a narrow angle of attachment resulting in bark between the stems – instead of cell to cell structure. This is considered a critical defect in trees and is the cause of many failures.

Narrow Angle
Included Bark between the arrows

Figure 6. Codominant stems are inherently weak because the stems are of similar diameter.

Photo from Evaluation of Hazard Trees in Urban Areas by Nelda P. Matheny and James R. Clark, 1994 International Society of Arboriculture

Pruning Mature Trees for Risk Reduction

There are few good reasons to prune mature trees. Removal of deadwood, directional pruning, removal of decayed or damaged wood, and end-weight reduction as a method of mitigation for structural faults are the only reasons a mature tree should be pruned. Live wood over 3” should not be pruned unless absolutely necessary. Pruning cuts should be clean and correctly placed. Pruning should be done in accordance with the American National Standards Institute (ANSI) A300 standards. It is far better to use more small cuts than a few large cuts as small pruning wounds reduce risk while large wounds increase risk.

Pruning causes an open wound in the tree. Trees do not “heal” they compartmentalize. Any wound made today will always remain, but a healthy tree, in the absence of decay in the wound, will ‘cover it’ with callus tissue. Large, old pruning wounds with advanced decay are a likely failure point. Mature trees with large wounds are a high failure risk.

Overweight limbs are a common structural fault in suppressed trees. There are two remedial actions for overweight limbs (1) prune the limb to reduce the extension of the canopy, or (2) cable the limb to reduce movement. Cables do not hold weight they only stabilize the limb and require annual inspection.



Photo of another tree – not at this site.

Normal limb structure

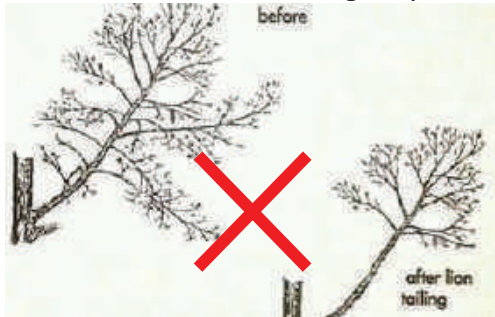
Over weight, reaching limb with main stem diameter small compared with amount of foliage present



Photo of another tree – not at this site

Lion's – Tailing is the pruning practice of removal of “an excessive number of inner and/or lower lateral branches from parent branches. Lion's tailing is not an acceptable pruning practice” ANSI A300 (part 1) 4.23. It increases the risk of failure.

Pruning – Cutting back trees changes their natural structure, while leaving trees in their natural form enhances longevity.



Arborist Classifications

There are different types of Arborists:

Tree Removal and/or Pruning Companies. These companies may be licensed by the State of California to do business, but they do not necessarily know anything about trees;

Arborists. Arborist is a broad term. It is intended to mean someone with specialized knowledge of trees but is often used to imply knowledge that is not there.

ISA Certified Arborist. An International Society of Arboriculture Certified Arborist is someone who has been trained and tested to have specialized knowledge of trees. You can look up certified arborists at the International Society of Arboriculture website: isa-arbor.org.

Consulting Arborist. An American Society of Consulting Arborists Registered Consulting Arborist is someone who has been trained and tested to have specialized knowledge of trees and trained and tested to provide high quality reports and documentation. You can look up registered consulting arborists at the American Society of Consulting Arborists website: <https://www.asca-consultants.org/>

Decay in Trees

Decay (in General): Fungi cause all decay of living trees. Decay is considered a disease because cell walls are altered, wood strength is affected, and living sapwood cells may be killed. Fungi decay wood by secreting enzymes. Different types of fungi cause different types of decay through the secretion of different chemical enzymes. Some decays, such as white rot, cause less wood strength loss than others because they first attack the lignin (causes cell walls to thicken and reduces susceptibility to decay and pest damage) secondarily the cellulose (another structural component in a cell walls). Others, such as soft rot, attack the cellulose chain and cause substantial losses in wood strength even in the initial stages of decay. Brown rot causes wood to become brittle and fractures easily with tension. Identification of internal decay in a tree is difficult because visible evidence may not be present.



According to Evaluation of Hazard Trees in Urban Areas (Matheny, 1994) decay is a critical factor in the stability of the tree. As decay progresses in the trunk, the stem becomes a hollow tube or cylinder rather than a solid rod. This change is not readily apparent to the casual observer. Trees require only a small amount of bark and wood to transport water, minerals and sugars. Interior heartwood can be eliminated (or degraded) to a great degree without compromising the transport process. Therefore, trees can contain significant amounts of decay without showing decline symptoms in the crown.



additional cells. The weakest of the vertical wall. Accordingly, decay progression inward at large are more than one pruning cut trunk of the tree, the likelihood of decay progression and the associated structural loss of integrity of the internal wood is high.

Compartmentalization of decay in trees is a biological process in which the cellular tissue around wounds is changed to inhibit fungal growth and provide a barrier against the spread of decay agents into the barrier zones is the formation of while a tree may be able to limit pruning cuts, in the event that there located vertically along the main

Oak Tree Impacts

Our native oak trees are easily damaged or killed by having the soil within the Critical Root Zone (CRZ) disturbed or compacted. All of the work initially performed around protected trees that will be saved should be done by people rather than by wheeled or track type tractors. Oaks are fragile giants that can take little change in soil grade, compaction, or warm season watering. Don't be fooled into believing that warm season watering has no adverse effects on native oaks. Decline and eventual death can take as long as 5-20 years with poor care and inappropriate watering. Oaks can live hundreds of years if treated properly during construction, as well as later with proper pruning, and the appropriate landscape/irrigation design.

APPENDIX 4 – APPRAISAL VALUE TABLE

CLIENT: Thomas James Homes: Tree Appraisals at 69 Cornell Road, Menlo Park, CA

Tree #	Tag	DBH	Species	Tree Sq. In.	Unit Cost/Sq. In.	Basic Price	Physical Deterioration	Functional Limitations	External Limitations	Total Depreciation	Depreciated Cost	Appraisal Value (rounded)	% Loss	Assignment Result
1	8577	29	Coast redwood	660.5214	36.36	\$24,016.56	0.6	0.5	0.8	0.24	\$5,763.97	\$5,800	TBD	\$5,800
2	8578	32	Coast live oak	804.2496	45.46	\$36,561.19	0.8	0.5	0.8	0.32	\$11,699.58	\$11,700	TBD	\$11,700
3	8579	26	Trident maple	530.9304	77.04	\$40,902.88	0.8	0.6	0.9	0.432	\$17,670.04	\$17,700	TBD	\$17,700
4	8580	19	Trident maple	283.5294	77.04	\$21,843.10	0.6	0.6	0.9	0.324	\$7,077.17	\$7,100	TBD	\$7,100
5	8581	9	Coast redwood	63.6174	36.36	\$2,313.13	0.8	0.8	0.9	0.576	\$1,332.36	\$1,300	TBD	\$1,300
6	8582	13	Coast redwood	132.7326	36.36	\$4,826.16	0.8	0.8	0.9	0.576	\$2,779.87	\$2,800	TBD	\$2,800
7	8583	23	Coast redwood	415.4766	36.36	\$15,106.73	0.8	0.8	0.9	0.576	\$8,701.48	\$8,700	TBD	\$8,700
8	8584	22	Coast redwood	380.1336	36.36	\$13,821.66	0.8	0.8	0.9	0.576	\$7,961.27	\$8,000	TBD	\$8,000
9	8585	15	Coast live oak	176.715	45.46	\$8,033.46	0.6	0.8	0.8	0.384	\$3,084.85	\$3,100	TBD	\$3,100
												Additional Costs	TBD	\$
												Assignment Result (Rounded):		\$66,200

*The value of the trees was determined using the Trunk Formula Method, described in the *Guide for Plant Appraisal*⁷, and on the *Species Classification and Group Assignment* published by the Western Chapter, International Society of Arboriculture (ISA).

⁷ Council of Tree and Landscape Appraisers, 2018. *Guide for Plant Appraisal*, 10th Edition. International Society of Arboriculture, Champaign, IL.



TREE PROTECTION SPECIFICATIONS

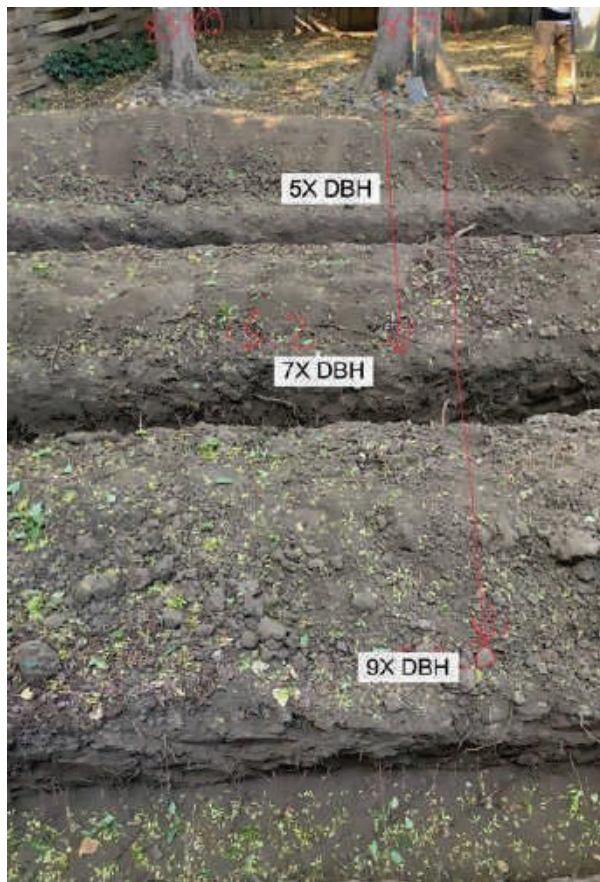
1. A 6” layer of coarse mulch or woodchips is to be placed beneath the dripline of the protected trees. Mulch is to be kept 12” from the trunk.
2. A protective barrier of 6’ chain link fencing shall be installed around the dripline of protected tree(s). The fencing can be moved within the dripline if authorized by the Project Arborist or City Arborist but not closer than 2’ from the trunk of any tree. Fence posts shall be 1.5” in diameter and are to be driven 2’ into the ground. The distance between posts shall not be more than 10’. This enclosed area is the Tree Protection Zone (TPZ).
3. Movable barriers of chain link fencing secured to cement blocks can be substituted for “fixed” fencing if the Project Arborist and City Arborist agree that the fencing will have to be moved to accommodate certain phases of construction. The builder may not move the fence without authorization from the Project Arborist or City Arborist.
4. Where the City Arborist or Project Arborist has determined that tree protection fencing will interfere with the safety of work crews, Tree Wrap may be used as an alternative form of tree protection. Wooden slats at least one inch thick are to be bound securely, edge to edge, around the trunk. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the outside of the wooden slats. Major scaffold limbs may require protection as determined by the City Arborist or Project Arborist. Straw waddle may also be used as a trunk wrap by coiling the waddle around the trunk up to a minimum height of six feet from grade. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the straw waddle.
5. **Avoid the following conditions.**
DO NOT:
 - a. Allow run off of spillage of damaging materials into the area below any tree canopy.
 - b. Store materials, stockpile soil, or park or drive vehicles within the TPZ.
 - c. Cut, break, skin, or bruise roots, branches, or trunks without first obtaining authorization from the City Arborist.
 - d. Allow fires under and adjacent to trees.
 - e. Discharge exhaust into foliage.
 - f. Secure cable, chain, or rope to trees or shrubs.
 - g. Trench, dig, or otherwise excavate within the dripline or TPZ of the tree(s) without first obtaining authorization from the City Arborist.
 - h. Apply soil sterilants under pavement near existing trees.
6. Only excavation by hand or compressed air shall be allowed within the dripline of trees. Machine trenching shall not be allowed.

7. Avoid injury to tree roots. When a ditching machine, which is being used outside of the dripline of trees, encounters roots smaller than 2", the wall of the trench adjacent to the trees shall be hand trimmed, making clear, clean cuts through the roots. All damaged, torn and cut roots shall be given a clean cut to remove ragged edges, which promote decay. Trenches shall be filled within 24 hours, but where this is not possible, the side of the trench adjacent to the trees shall be kept shaded with four layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet. Roots 2" or larger, when encountered, shall be reported immediately to the Project Arborist, who will decide whether the Contractor may cut the root as mentioned above or shall excavate by hand or with compressed air under the root. Root is to be protected with dampened burlap.
8. Route pipes outside of the area that is 10 times the diameter of a protected tree to avoid conflict with roots.
9. Where it is not possible to reroute pipes or trenches, the contractor shall bore beneath the dripline of the tree. The boring shall take place not less than 3' below the surface of the soil in order to avoid encountering "feeder" roots.
10. Trees that have been identified in the arborist's report as being in poor health and/or posing a health or safety risk, may be removed or pruned by more than one-third, subject to approval of the required permit by the Planning Division. Pruning of existing limbs and roots shall only occur under the direction of a Certified Arborist.
11. Any damage due to construction activities shall be reported to the Project Arborist or City Arborist within six hours so that remedial action can be taken.
12. An ISA Certified Arborist or ASCA Registered Consulting Arborist shall be retained as the Project Arborist to monitor the tree protection specifications. The Project Arborist shall be responsible for the preservation of the designated trees. Should the builder fail to follow the tree protection specifications, it shall be the responsibility of the Project Arborist to report the matter to the City Arborist as an issue of non-compliance.
13. Violation of any of the above provisions may result in sanctions or other disciplinary action.

MONTHLY INSPECTIONS

It is required that the site arborist provide periodic inspections during construction. Four-week intervals would be sufficient to access and monitor the effectiveness of the Tree Protection Plan and to provide recommendations for any additional care or treatment.

APPENDIX 6 – PHOTOGRAPHS





STAFF REPORT

Planning Commission

Meeting Date:

1/9/2023

Staff Report Number:

23-003-PC

Public Hearing:

Consider and adopt a resolution to approve a minor subdivision to reconfigure property lines and create three parcels from two existing parcels in the R-1-S (Single Family Suburban Residential) district, at 8 and 10 Maywood Lane

Recommendation

Staff recommends that the Planning Commission approve a minor subdivision at 8 and 10 Maywood Lane to reconfigure property lines and create three parcels from two existing parcels in the R-1-S (Single Family Suburban Residential) district. No developments are proposed on the parcels at this time. The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

Each subdivision request is considered individually. The Planning Commission should consider whether the required findings can be made for the proposal.

Background

Site location

The project site is located at two existing properties, 8 and 10 Maywood Lane, which are located along a dead-end private residential street located off of Middle Avenue. The 8 Maywood Lane lot is a through lot that also has a property line bordering San Mateo Drive. The 10 Maywood Lane site contains a potentially historic structure eligible for the California Register of Historical Resources. The 10 Maywood Lane parcel features a narrow, panhandle-like driveway space connecting to San Mateo Drive as well, but it is closed off due to trees, vegetation, and fencing. No access is available from that property to San Mateo Drive, and thus 10 Maywood Lane is not defined as a panhandle lot or through lot. The 8 and 10 Maywood Lane properties are conterminous. Using Maywood Lane in the east-west orientation, the subject property is located on the southern side of Maywood Lane. A location map is included as Attachment B.

The street, along with the immediate neighborhood, features predominantly single-family residences in the R-1-S (Single Family Suburban Residential) zoning district.

Analysis

Project description

The applicant proposes to subdivide the 17,669-square-foot property (16,035 net square feet) at 8 Maywood Lane and the 43,392-square-foot property (41,760 net square feet) at 10 Maywood Lane by

reconfiguring property lines to create three parcels from these two existing parcels. Currently, one lot is conforming (10 Maywood Lane) and the other lot is nonconforming (8 Maywood Lane). The 8 Maywood Lane lot currently has a substandard lot width of 75 feet where 80 feet is the minimum. As a result of the subdivision, two of the three properties would be conforming, while one property, the proposed property that would front only onto San Mateo Drive, would maintain a nonconforming, or substandard, lot width of 75 feet where 80 feet is the minimum.

The existing residence currently located at 8 Maywood Lane, which would straddle two of the three future lots, would be demolished. The future development of the new property fronting onto Maywood Lane would be on a standard lot, but proposed work on the new property fronting onto San Mateo Drive would involve a substandard lot, and new residences may require a use permit, depending on the scope of work. The building currently located at 10 Maywood Lane is considered a potential historic resource and is proposed to be retained. The 10 Maywood Lane building is nonconforming with regard to height, but is not proposed to have any improvements, and no improvements are proposed for the project site. The existing residence on the 10 Maywood Lane parcel would conform to the setbacks, floor area, and building coverage requirements of the modified parcel.

The tentative map and the applicant's project description letter are included as Attachments C and D, respectively. As stated earlier, the 8 Maywood Lane property contains a substandard lot width of 75 feet where 80 feet is required. The lot is currently a through lot, with one property line fronting onto Maywood Lane and another property line fronting onto San Mateo Drive. With the proposed subdivision, a standard, conforming lot would be created fronting onto Maywood Lane, while the lot fronting onto San Mateo Drive would maintain the substandard lot width of 75 feet.

Subdivision

State law outlines factors that the Planning Commission may consider in reviewing the request for minor subdivisions. Specifically, there are seven factors for the Planning Commission to consider.

The first two considerations are whether the proposed map and the proposed design of the subdivision are in conformance with the City's General Plan. The General Plan land use designation for the subject property is Low Density Residential, which is consistent with the R-1-S zoning district. The existing substandard lot at 8 Maywood Lane would be subdivided, and property lines with 8 and 10 Maywood Lane would be reworked into one conforming lot, addressed 8 Maywood Lane, and the new lot fronting along San Mateo Drive would maintain the existing nonconforming width. As stated earlier, no development on either the 8 Maywood Lane or the new parcel along San Mateo Drive is proposed at this time. Existing nonconforming lot attributes of width or depth may be maintained through a subdivision, provided the nonconformity is not increased. The proposed subdivision would not conflict with the General Plan goals and policies or the Subdivision Ordinance.

The third and fourth factors to consider are whether the site of the subdivision is physically suitable for the proposed type of development and the proposed density of the development. Aside from the continuation of a substandard lot width condition that currently exists at 8 Maywood Lane, the proposed subdivision would meet all applicable regulations of the Subdivision Ordinance as well as all development regulations pertaining to the dimensions and lot area of the R-1-S zoning district. The proposed additional parcel

fronting Maywood Lane would meet the Zoning Ordinance requirements for width, depth, and area. In addition, the proposed lots resulting from the subdivision are similar in size and character to nearby properties.

The fifth and six factors are concerned with whether the design of the subdivision or proposed improvements are likely to cause substantial environmental damage or serious public health problems. The proposed subdivision is located within a fully developed neighborhood and all necessary utilities are readily available. In addition, the development of the two properties would need to adhere to specific conditions of the Engineering Division, all applicable building codes, and requirements of other agencies, such as West Bay Sanitary District, the Menlo Park Fire Protection District, and other utility companies. Further, the subdivision would create a new standard lot and maintain an existing substandard lot with regard to lot width. If future development on the substandard lot would be two stories in height, a use permit would be required unless superseded by a State law. Adherence to the conditions found in Attachment A, Exhibit C and all applicable codes would eliminate substantial or serious environmental or public health impacts.

The final factor to consider is whether the proposed subdivision would conflict with any public access easements. The subject site does not conflict with any existing public access easements.

Staff has reviewed the tentative parcel map and has found the map to be in compliance with State and City regulations subject to the recommended conditions of approval included in Attachment A. All standard and project specific conditions of approval would need to demonstrate compliance prior to recordation of the parcel map. The applicant would need to apply for the parcel map within two years of the approval date of the tentative parcel map for the action to remain valid. In order to deny the proposed subdivision, the Planning Commission would need to make specific findings that would identify conditions or requirements of the State law or the City's ordinance that have not been satisfied.

Trees and landscaping

The applicant has submitted an arborist report (Attachment E), detailing the species, size, and conditions of the nearby heritage and non-heritage trees. The report discusses the impacts of the improvements that could potentially occur within a buildable area of the two properties created in the vicinity of the existing 8 Maywood Lane property, and provides recommendations for tree maintenance and protection. As part of the project review process, the arborist report was reviewed by the City Arborist.

Based on the arborist report, there are 33 existing trees located on or near the project site. Of these trees, 23 trees are heritage size. A total of 10 trees assessed are non-heritage size. Seven non-heritage trees within the subject property are proposed for removal and a single heritage tree is proposed removal. The City Arborist reviewed the application and conditionally approved the removal permit (tree #18) based on Criteria 1 (tree death), pursuant to the Heritage Tree Ordinance.

To protect the heritage and non-heritage trees on site, the arborist report has identified such measures as tree protection fencing, exploratory trenching, pruning for vehicular access, positioning equipment outside of driplines, root pruning, reporting damages to the project arborist, and planting replacement trees during the final landscape phase. All recommended tree protection measures identified in the arborist report

would be implemented and ensured as part of condition 1cc. All future construction would be evaluated for potential impacts at that time, based on the design of the proposed structures.

Correspondence

The applicant states in their project description letter that the property owner has not completed outreach efforts at this time, but plans to when development occurs on the project site. As of the writing of this report, staff has received no direct correspondence.

Conclusion

Staff believes that the subdivision meets all requirements for the City and would create two new conforming lots and maintain one nonconforming lot without increasing its nonconforming lot width. The proposed subdivision would result in an increase of one lot. Tree protection measures would minimize potential impacts on the heritage trees near or within the proposed buildable area of the proposed lots. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

The project is categorically exempt under Class 15 (Section 15315, "Minor Land Divisions") of the current California Environmental Quality Act (CEQA) Guidelines.

Public Notice

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

Appeal Period

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

Attachments

- A. Draft Planning Commission Resolution
 - Exhibits to Attachment A
 - A. Tentative Map (See Staff Report Attachment C)
 - B. Project Description Letter (See Staff Report Attachment D)
 - C. Conditions of Approval
- B. Location Map

- C. Tentative Map
- D. Project Description Letter
- E. Arborist Report

Attached are reduced versions of maps and diagrams submitted by the applicants. The accuracy of the information in these drawings is the responsibility of the applicants, and verification of the accuracy by City Staff is not always possible. The original full-scale maps, drawings, and exhibits are available for public viewing at the Community Development Department.

Exhibits to Be Provided at Meeting

None

Report prepared by:
Matt Pruter, Associate Planner

Report reviewed by:
Corinna Sandmeier, Principal Planner

PLANNING COMMISSION RESOLUTION NO. 2023-XX**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING A MINOR SUBDIVISION AT 8 AND 10 MAYWOOD LANE TO RECONFIGURE PROPERTY LINES AND CREATE THREE PARCELS FROM TWO EXISTING PARCELS IN THE R-1-S (SINGLE FAMILY SUBURBAN RESIDENTIAL) ZONING DISTRICT.**

WHEREAS, the City of Menlo Park (“City”) received an application requesting a minor subdivision to reconfigure property lines and create three parcels from two existing parcels, in the Single Family Suburban Residential (R-1-S) zoning district (collectively, the “Project”) from Alex Henson (“Applicant”), on behalf of the property owner Menlo Maywood Property, LLC (“Owner”), located at 8 Maywood Lane (APN 071-370-370) and 10 Maywood Lane (APN 071-370-460) (“Property”). The Project minor subdivision is depicted in and subject to the tentative map and project description letter, which are attached hereto as Exhibit A and Exhibit B, respectively, and incorporated herein by this reference; and

WHEREAS, the Property is located in the Single Family Suburban Residential (R-1-S) zoning district. The R-1-S district supports single-family residential uses; and

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

WHEREAS, the Applicant submitted an arborist report prepared by Anderson’s Tree Care Specialists, Inc., which was reviewed by the City Arborist and found to be in compliance with the Heritage Tree Ordinance and proposes mitigation measures to adequately protect heritage trees in the vicinity of the project; and

WHEREAS, the Project, requires discretionary actions by the City as summarized above, and therefore the California Environmental Quality Act (“CEQA,” Public Resources Code Section §21000 et seq.) and CEQA Guidelines (Cal. Code of Regulations, Title 14, §15000 et seq.) require analysis and a determination regarding the Project’s environmental impacts; and

WHEREAS, the City is the lead agency, as defined by CEQA and the CEQA Guidelines, and is therefore responsible for the preparation, consideration, certification, and approval of environmental documents for the Project; and

WHEREAS, the Project is categorically except from environmental review pursuant to Cal. Code of Regulations, Title 14, §15315 et seq. (Minor Land Divisions); and

WHEREAS, all required public notices and public hearings were duly given and held according to law; and

WHEREAS, at a duly and properly noticed public hearing held on January 9, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the Project.

NOW, THEREFORE, THE MENLO PARK PLANNING COMMISSION HEREBY RESOLVES AS FOLLOWS:

Section 1. Recitals. The Planning Commission has considered the full record before it, which may include but is not limited to such things as the staff report, public testimony, and other materials and evidence submitted or provided, and the Planning Commission finds the foregoing recitals are true and correct, and they are hereby incorporated by reference into this Resolution.

Section 2. Minor Subdivision Findings. The Planning Commission of the City of Menlo Park does hereby make the following Findings:

1. The approval of the minor subdivision is approved in accordance with the requirements of the Subdivision Map Act and City of Menlo Park Municipal Code Section 15.28.080:
 - a. The proposed minor subdivision is technically correct and in compliance with all applicable State regulations, City General Plan, Zoning and Subdivision Ordinances, and the State Subdivision Map Act.
 - b. The proposed minor subdivision, including the contemplated buildable area, is consistent with applicable General Plan goals and policies. The Project is consistent with the land use designations described in the General Plan and would be consistent with City General Plan policies as well as City Zoning Ordinance requirements for single-family residential development at the proposed low density and for the single-family residential use.
 - c. The Project site is physically suitable for the proposed single-family development, including the proposed density of development, and the design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage or substantially injure fish or wildlife or their habitat. The Project is consistent with the density and uses for the site set forth in the General Plan. The Project site is in an urbanized area of the City currently occupied by developed/landscaped areas that include various urban uses and does not include any aquatic habitat. The Project would not cause substantial environmental damage to the already disturbed Project site and would not substantially injure the limited wildlife that access the site or their habitat.

- d. The design of the subdivision or types of improvements is not likely to cause serious public health or safety problems. The Project would comply with the General Plan's goals and policies, City Zoning and Subdivision Ordinances, and other applicable regulations designed to prevent serious health or safety problems.
- e. The design of the subdivision or the type of improvements does not conflict with easements, for access through or use of property within the proposed subdivision.
- f. The Project is not subject to flood and inundation hazards and is not located within a slide area. The Project Site is not located within the 100-year flood hazard zone.

Section 3. Environmental Review. The Planning Commission makes the following findings, based on its independent judgment after considering the Project, and having reviewed and taken into consideration all written and oral information submitted in this matter:

- A. The Project is categorically except from environmental review pursuant to Cal. Code of Regulations, Title 14, §15315 et seq. (Minor Land Divisions)

Section 5. Severability.

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

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on January 9, 2023, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 9th day of January, 2023.

Corinna Sandmeier
Principal Planner and Planning Commission Liaison
City of Menlo Park

Exhibits

- A. Tentative Map
- B. Project Description Letter
- C. Conditions of Approval

LOCATION: 8 and 10 Maywood Lane	PROJECT NUMBER: SUB2020-00007	APPLICANT: Alex Henson	OWNER: Menlo Maywood Property, LLC
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PROJECT CONDITIONS:

1. The minor subdivision shall be subject to the following standard conditions:
 - a. Development of the project shall be substantially in conformance with the plans prepared by Lea and Braze Engineering, Inc., consisting of seven plan sheets, dated received November 7, 2022, and approved by the Planning Commission on January 9, 2023, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
 - b. Parcel Map approval will be required prior to obtaining the first Building Permit except demolition permit.
 - c. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
 - d. All public right-of-way improvements, including frontage improvements and the dedication of easements and public right-of-way, shall be completed to the satisfaction of the Engineering Division prior to building permit final inspection.
 - e. All private easements shall be recorded with the County of San Mateo prior to building permit final inspection.
 - f. Prior to commencing any work within the right-of-way or public easements, the applicant shall obtain an encroachment permit from the appropriate reviewing jurisdiction.
 - g. Prior to building permit issuance, the applicant shall comply with all Sanitary District, California Water Company, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - h. The applicant shall adhere to the Subdivision Map Act and Chapter 15 of the City's Municipal Code.
 - i. Within two years from the date of approval of the tentative map, the applicant shall submit a Parcel Map for City approval.
 - j. All existing structures over new property lines shall be removed prior to parcel map approval and recordation.
 - k. Prior to Parcel Map approval, applicant shall submit plans to remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for the review and approval of the Engineering Division.
 - l. Prior to Parcel Map approval, applicant shall submit plans for: 1) construction safety fences around the periphery of the construction area, 2) dust control, 3) air pollution control, 4) erosion and sedimentation control, 5) tree protection fencing, and 6) construction vehicle parking. The plans shall be subject to review and approval by the Building, Engineering, and Planning Divisions. The fences and erosion and sedimentation control measures shall be installed according to the approved plan prior to commencing construction.
 - m. Prior to Parcel Map approval, applicant shall submit a Grading and Drainage Plan for review and approval. Post-construction runoff into the storm drain shall not exceed pre-construction runoff levels. A Hydrology Report will be required to the satisfaction of the Engineering Division. Slopes for the first 10 feet perpendicular to the structure must be

8 and 10 Maywood Lane – Attachment A, Exhibit C

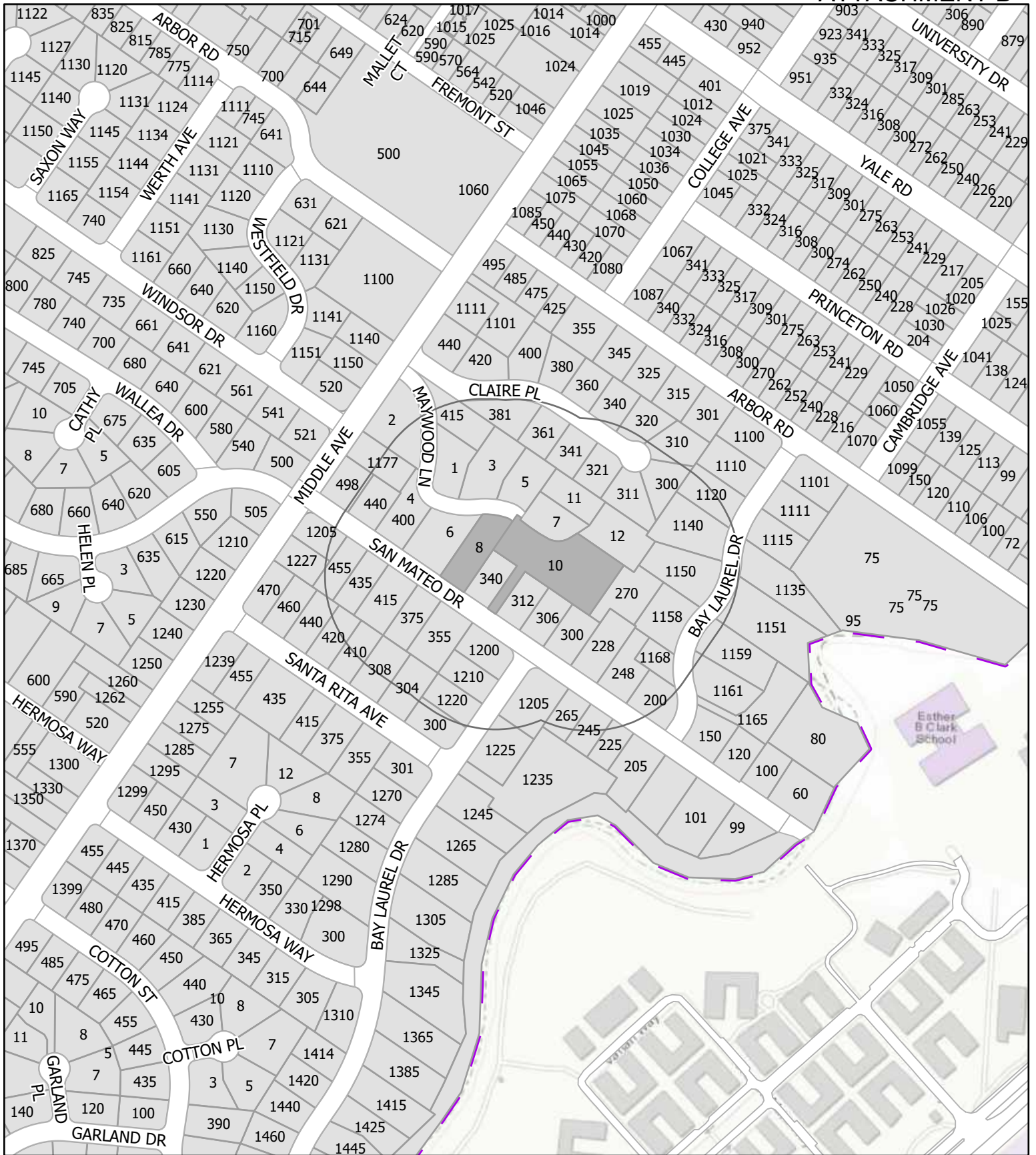
LOCATION: 8 and 10 Maywood Lane	PROJECT NUMBER: SUB2020-00007	APPLICANT: Alex Henson	OWNER: Menlo Maywood Property, LLC
<p>PROJECT CONDITIONS:</p> <p>5% minimum for pervious surfaces and 2% minimum for impervious surfaces, including roadways and parking areas, as required by CBC §1804.3.</p> <ul style="list-style-type: none"> n. Prior to Parcel Map approval, applicant shall submit an Off-Site Improvements Plan for review and approval of the Engineering Division. The Off-Site Improvements Plan shall include all improvements within public right-of-way including but not limited to stormwater, concrete, asphalt, landscaping, striping, electrical, water and sanitary sewer. o. Prior to Parcel Map approval, applicant shall provide documentation indicating the amount of irrigated landscaping. If the project proposes more than 500 square feet of irrigated landscaping, it is subject to the City's Water Efficient Landscaping Ordinance (Municipal Code Chapter 12.44). p. Prior to Parcel Map approval, applicant shall submit a plan for any new utility installations or upgrades for review and approval of the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes. q. If construction is not complete by the start of the wet season (October 1 through April 30), the applicant shall implement a winterization program to minimize the potential for erosion and sedimentation. As appropriate to the site and status of construction, winterization requirements shall include inspecting/maintaining/cleaning all soil erosion and sedimentation controls prior to, during, and immediately after each storm event; stabilizing disturbed soils through temporary or permanent seeding, mulching, matting, tarping or other physical means; rocking unpaved vehicle access to limit dispersion of mud onto public right-of-way; and covering/tarping stored construction materials, fuels, and other chemicals. Plans to include proposed measures to prevent erosion and polluted runoff from all site conditions shall be submitted for review and approval of the Engineering Division prior to beginning construction. r. Stormwater Pollution Prevention Program Best Management Practices (BMPs) for construction shall be implemented to protect water quality, in accordance with the approved Stormwater Pollution Prevention Plan (SWPPP). BMP plan sheets are available electronically for inserting into Project plans. s. Prior to Parcel Map approval, applicant shall submit a heritage street tree preservation plan, detailing the location of and methods for all tree protection measures. t. Prior to Parcel Map approval, applicant shall pay all Public Works fees (in accordance to master fee schedule), including Recreation In-Lieu fee in an amount of \$127,400. u. Prior to issuance of each building permit the applicant shall pay the applicable Building Construction Street Impact Fee in effect at the time of payment to the satisfaction of the Public Works Director. The current fee is calculated by multiplying the valuation of the construction by 0.0058. v. During the design phase of the construction drawings, all potential utility conflicts shall be potholed with actual depths recorded on the improvement plans submitted for City review and approval. w. Prior to Parcel Map approval, the applicant shall submit engineered Off-Site Improvement Plans (including specifications & engineers cost estimates), for approval 			

LOCATION: 8 and 10 Maywood Lane	PROJECT NUMBER: SUB2020-00007	APPLICANT: Alex Henson	OWNER: Menlo Maywood Property, LLC
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PROJECT CONDITIONS:

by the Engineering Division, showing the infrastructure necessary to serve the Project. The Improvement Plans shall include, but are not limited to, all engineering calculations necessary to substantiate the design, proposed roadways, drainage improvements, utilities, traffic control devices, retaining walls, sanitary sewers, and storm drains, street lightings, common area landscaping and other project improvements. The project shall perform a 2.5” grind and A.C. overlay (edge of the pavement to edge of the pavement) on Maywood lane along entire frontage. All public improvements shall be designed and constructed to the satisfaction of the Engineering Division.

- x. All lateral connections to overhead electric, fiber optic, and communication lines shall be placed in a joint trench.
- y. Prior to building permit issuance, the applicant shall submit plans for construction parking management, construction staging, material storage and Traffic Control Handling Plan to be reviewed and approved by the City.
- z. If this project is creating more than 5,000 square feet of irrigated landscaping, per the City’s Water Efficient Landscape Ordinance (Municipal Code 12.44) the irrigation system is required to have a separate water service.
 - aa. Prior to final inspection, the applicant shall submit a landscape audit report.
 - bb. The applicant shall retain a civil engineer to prepare "as-built" or "record" drawings of public improvements, and the drawings shall be submitted in AutoCAD and Adobe PDF formats to the Engineering Division prior to Final Occupancy.
 - cc. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by Anderson’s Tree Care Specialists, Inc., dated received July 22, 2022.
 - dd. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application.
 - ee. The applicant or permittee shall defend, indemnify, and hold harmless the City of Menlo Park or its agents, officers, and employees from any claim, action, or proceeding against the City of Menlo Park or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit, or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant’s or permittee’s duty to so defend, indemnify, and hold harmless shall be subject to the City’s promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City’s full cooperation in the applicant’s or permittee’s defense of said claims, actions, or proceedings.



CITY OF MENLO PARK

LOCATION MAP

8 AND 10 MAYWOOD LANE



CITY OF
MENLO PARK

Scale: 1:4,000

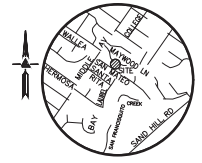
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Checked By: CDS

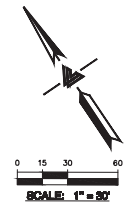
Date: 1/9/2023



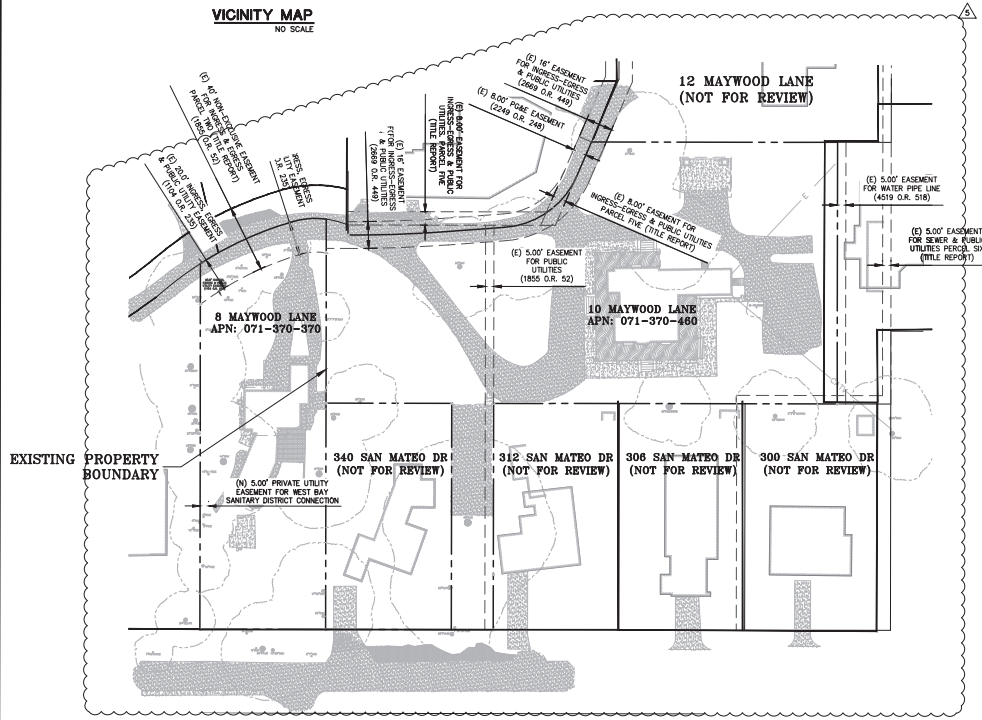
MENLO MAYWOOD PROPERTY, LLC. 8 & 10 MAYWOOD LANE MENLO PARK, CALIFORNIA



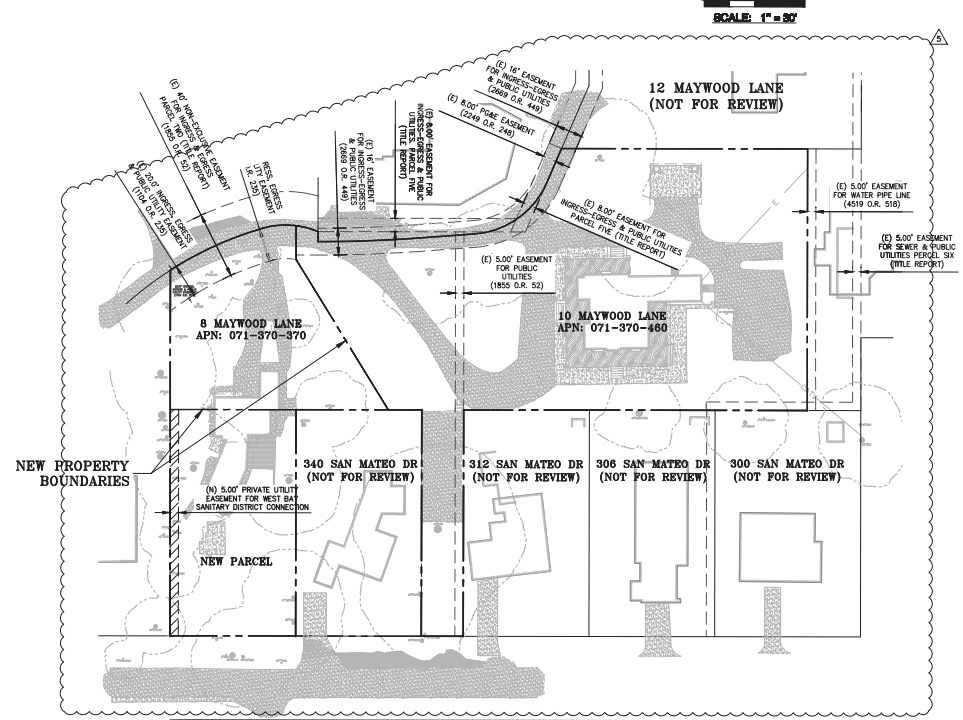
VICINITY MAP
NO SCALE



SCALE: 1" = 30'



EXISTING LOT BOUNDARIES AND EASEMENTS
1" = 30'



PROPOSED LOT BOUNDARIES AND EASEMENTS
1" = 30'

SUBDIVIDER STATEMENT

- OWNER / DEVELOPERS:
MENLO MAYWOOD PROPERTY, LLC
C/O JEFF HUBER
11 MAYWOOD LANE
MENLO PARK, CA 94025
- APPLICANT NAME: SAME AS ABOVE
- EXISTING USAGE: RESIDENTIAL
- PROPOSED USAGE: RESIDENTIAL
- EXISTING WELLS: NONE
- FLOOD ZONE: ZONE X PER PANEL 06081C0302E
- STREETS: ALL PROPOSED STREET MODIFICATIONS WILL BE IMPROVED TO THE SATISFACTION OF THE DIRECTOR OF PUBLIC WORKS
- EXISTING USE OF ADJACENT PROPERTIES: RESIDENTIAL
- WATER: CALIFORNIA WATER SERVICE COMPANY
- FIRE PROTECTION: MENLO PARK FIRE DEPT
- SANITARY SEWER: WEST BAY SANITARY DISTRICT
- POWER AND GAS: PACIFIC GAS AND ELECTRIC
- TELEPHONE / CABLE: SBC / COMCAST
- STREET TREES: NONE
- EASEMENTS: AS SHOWN
- INDOOR ELEVATION: LOCAL DATUM AND MONUMENTS
- ALL DIMENSIONS ARE APPROXIMATE
- NO NEW STREET NAME
- TREES PROPOSED FOR REMOVAL WITH THIS APPLICATION
- EXISTING ZONING: R-1-S
- PROPOSED ZONING: R-1-S

REFERENCES

- THIS TENTATIVE MAP IS SUPPLEMENTAL TO:
THE TOPOGRAPHIC SURVEY BY LEA & BRAZEE ENGINEERING, INC., ENTITLED:
"TOPOGRAPHIC AND BOUNDARY SURVEY"
8 MAYWOOD LANE
MENLO PARK, CA
DATED: APRIL 2018
JOB#: 2180036
- THE TOPOGRAPHIC SURVEY BY LEA & BRAZEE ENGINEERING, INC., ENTITLED:
"TOPOGRAPHIC AND BOUNDARY SURVEY"
10 MAYWOOD LANE
MENLO PARK, CA
DATED: FEBRUARY 2018
JOB#: 2180036
- THE ARBORIST REPORT, TREE MAP AND SURVEY BY COLONY LANDSCAPES
DATED: MARCH 23, 2021
JOB#: 2180036

THE CONTRACTOR SHALL REFER TO THE ABOVE NOTED SURVEYS AND PLAN, AND SHALL VERIFY BOTH EXISTING AND PROPOSED ITEMS ACCORDING TO THEM.

OWNER INFORMATION

OWNER: MENLO MAYWOOD PROPERTY, LLC
C/O JEFF HUBER
11 MAYWOOD LANE
MENLO PARK, CA 94025
APN: 071-370-480
071-370-370

SCOPE OF WORK

PREPARATION OF TENTATIVE PARCEL MAP AT 8 AND 10 MAYWOOD LANE IN MENLO PARK, CA. INCLUDES SUBDIVISION AND LOT LINE ADJUSTMENT OF THE (2) EXISTING PARCELS, CREATING (1) NEW LOT FOR A TOTAL OF (3) PROPOSED PARCELS. SCOPE TO INCLUDE REQUIRED DESIGN ITEMS SUCH AS GRADING AND DRAINAGE PLANS, SUPPLEMENTAL REPORTS AND SUPPORTING DOCUMENTATION FOR LOT SUBDIVISION AND DEVELOPMENT.

SHEET INDEX

C-1.0	TITLE AND OVERALL PROPERTY ADJUSTMENT
C-1.1	PROPOSED LOT BOUNDARIES AND EASEMENTS
C-2.0	TENTATIVE PARCEL MAP
C-3.0	OVERALL PROJECT DEVELOPMENT PLAN
C-4.0	10 MAYWOOD - LOT 1 DEVELOPMENT PLAN
C-4.1	8 MAYWOOD AND NEW PARCEL - LOT 2 AND 3 GRADING PLAN
C-4.1	8 MAYWOOD AND NEW PARCEL - LOT 2 AND 3 UTILITY PLAN

HATCH LEGEND



ABBREVIATIONS

AB	AGGREGATE BASE	FL	FLOW LINE	RCP	REINFORCED CONCRETE PIPE
AC	ASPHALT CONCRETE	FS	FISHED SURFACE	RM	RIM ELEVATION
ACC	ACCESSIBLE	G	GRADE	RW	RAINWATER
AD	AREA DRAIN	GA	GAGE OR GAUGE	R/W	RIGHT OF WAY
B & D	BEGINNING OF CURVE BEARING & DISTANCE BENCHMARK	GB	GRADE BREAK	S	SLOPE
BM	BENCHMARK	HDPE	HIGH DENSITY CORRUGATED POLYETHYLENE PIPE	S.A.D.	SEE ARCHITECTURAL DRAWINGS
BUB	BUBBLER BOX	HORIZ	HORIZONTAL	SD	SANITARY
BW/FO	BOTTOM OF WALL/FINISH GRADE	HP RT	HIGH POINT	SDM	STORM DRAIN MANHOLE SHEET
C	CATCH BASIN	H&T	HUB & TACK	SHT	SEE LANDSCAPE DRAWINGS
C & G	CURB AND GUTTER	INV	INVERT ELEVATION	SPEC	SPECIFICATION
CE	CENTER LINE	ISD	INSIDE DIAMETER	SS	SANITARY SEWER CLEANOUT
CPP	CORRUGATED PLASTIC PIPE (SMOOTH INTERIOR)	JT	JOINT TRENCH	SSM	SANITARY SEWER MANHOLE
COG	CLEANOUT TO GRADE	L	LENGTH	STA	STATION
CDC	CONCRETE	LF	LINEAR FEET	ST	STREET
CONC	CONCRETE CORNER	MAX	MAXIMUM	STAND	STANDARD
CONC COR	CONCRETE CORNER	MAN	MANHOLE	STRUCT	STRUCTURAL
CY	CUBIC YARD	MIN	MINIMUM	T	TELEPHONE
D	DIAMETER	MON	MONUMENT	TC	TOP OF CURB
DRP	DRAIN INLET	MRO	METERED RELEASE OUTLET	TOW	TOP OF WALL
EA	EACH	NEW	NEW	TEMP	TEMPORARY
EA	EACH	NO	NUMBER	TF	TOP OF FINISH GRADE
EG	EDGE OF CURVE	NOTS	NOT TO SCALE	TYE	VIETRED CLAY PIPE
EG	EXISTING GRADE	O.C.	ON CENTER	VC	VERTICAL CURVE
EG	EXISTING GRADE	O/V	OVER	VOP	VERTICAL CURVE POINT
EP	EDGE OF PAVEMENT	(PA)	PLANTING AREA	VERT	VERTICAL
EQ	ELEVATION	PESTR	PEDESTRIAN	W	WITH
EW	EACH WAY	PVI	POST INDICATOR VALVE	W/WL	WATER LINE
FAL	FLOOR AREA LIMIT	PSS	PUBLIC SERVICES EASEMENT	WM	WATER METER
FC	FACE OF CURB	S	PROPERTY LINE	W/F	WELDED WIRE FABRIC
FF	FINISHED FLOOR	PP	POWER POLE		
FG	FINISHED GRADE	PU	PUBLIC UTILITY EASEMENT		
PH	FIRE HYDRANT	PVC	POLYVINYL CHLORIDE		
		R	RADIUS		



LEA & BRAZEE ENGINEERING, INC.
1000 CALIFORNIA STREET
SAN FRANCISCO, CA 94109
APRIL 2018
JOB#: 2180036
SCALE: 1" = 30'

MENLO MAYWOOD PROPERTY, LLC.
8 & 10 MAYWOOD LANE
MENLO PARK, CALIFORNIA

TITLE AND OVERALL
PROPERTY ADJUSTMENT

PLAN REVISION	AG
11-07-2022	AG
07-26-2022	AG
08-19-2022	AG
08-12-2021	AG
08-01-2020	AG
REVISIONS	BY
JOB NO:	2180036
DATE:	06-12-20
SCALE:	1" = 30'
DESIGN BY:	AG
DRAWN BY:	AG
SHEET NO:	

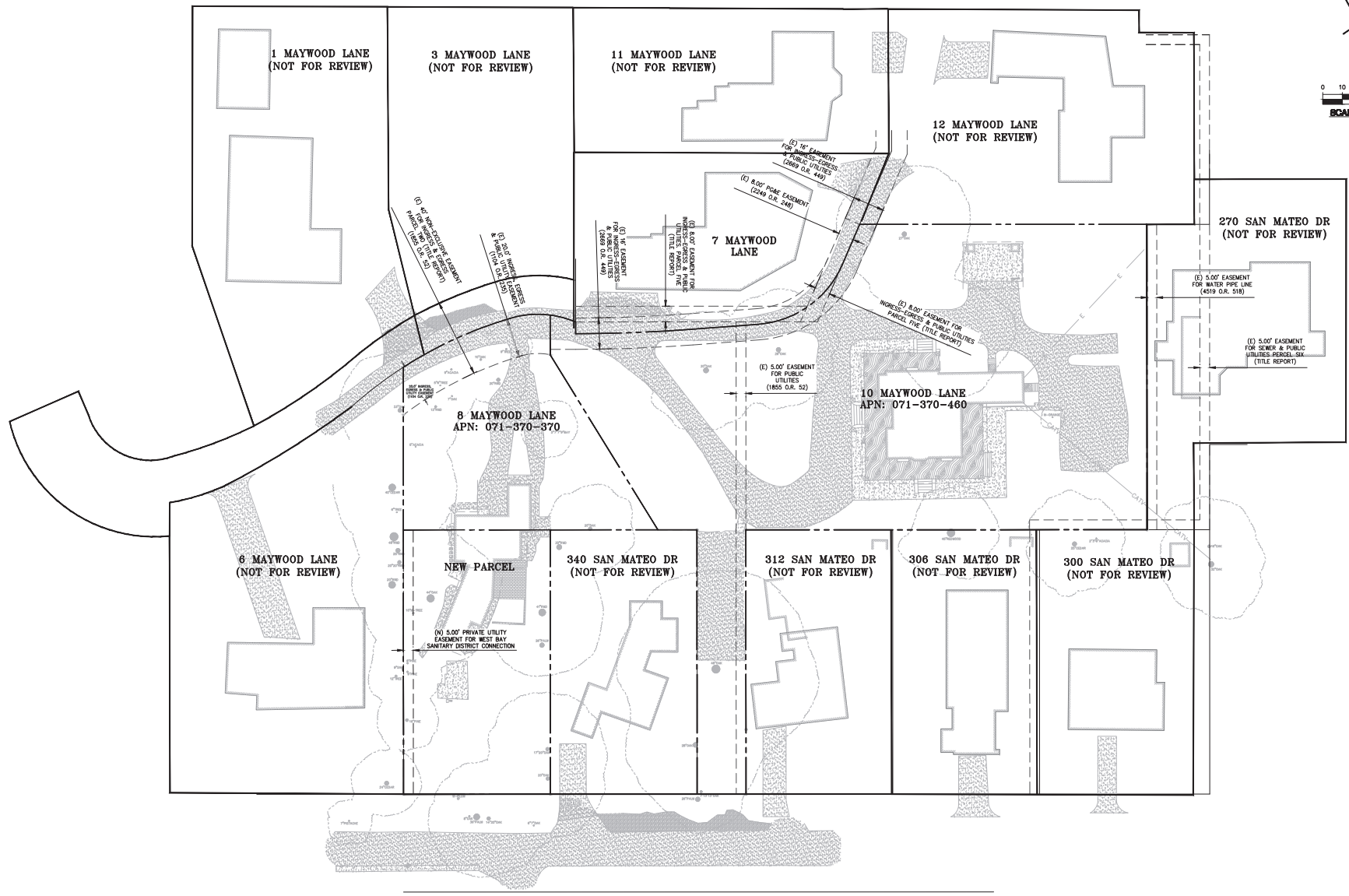
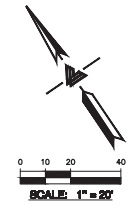


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 REGISTERED PROFESSIONAL ENGINEERS
 BAY AREA REGION
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 MENLO PARK, CALIFORNIA 94025
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 (F) 650-887-0588
 WWW.LEABRAZE.COM

MENLO MAYWOOD PROPERTY, LLC.
 B & 10 MAYWOOD LANE
 MENLO PARK, CALIFORNIA
 APN: 071-370-440 APN: 071-370-370

**PROPOSED LOT BOUNDARIES
 AND EASEMENTS**

PLAN REVISION	AG
11-17-2022	
PLAN REVISION	AG
07-20-2022	
PLAN REVISION	AG
06-16-2022	
PLAN REVISION	AG
05-12-2022	
PLAN CHECK	AG
08-01-2022	
REVISIONS	BY
JOB NO:	2180055
DATE:	06-12-20
SCALE:	1" = 20'
DESIGN BY:	AG
DRAWN BY:	AG
SHEET NO.:	





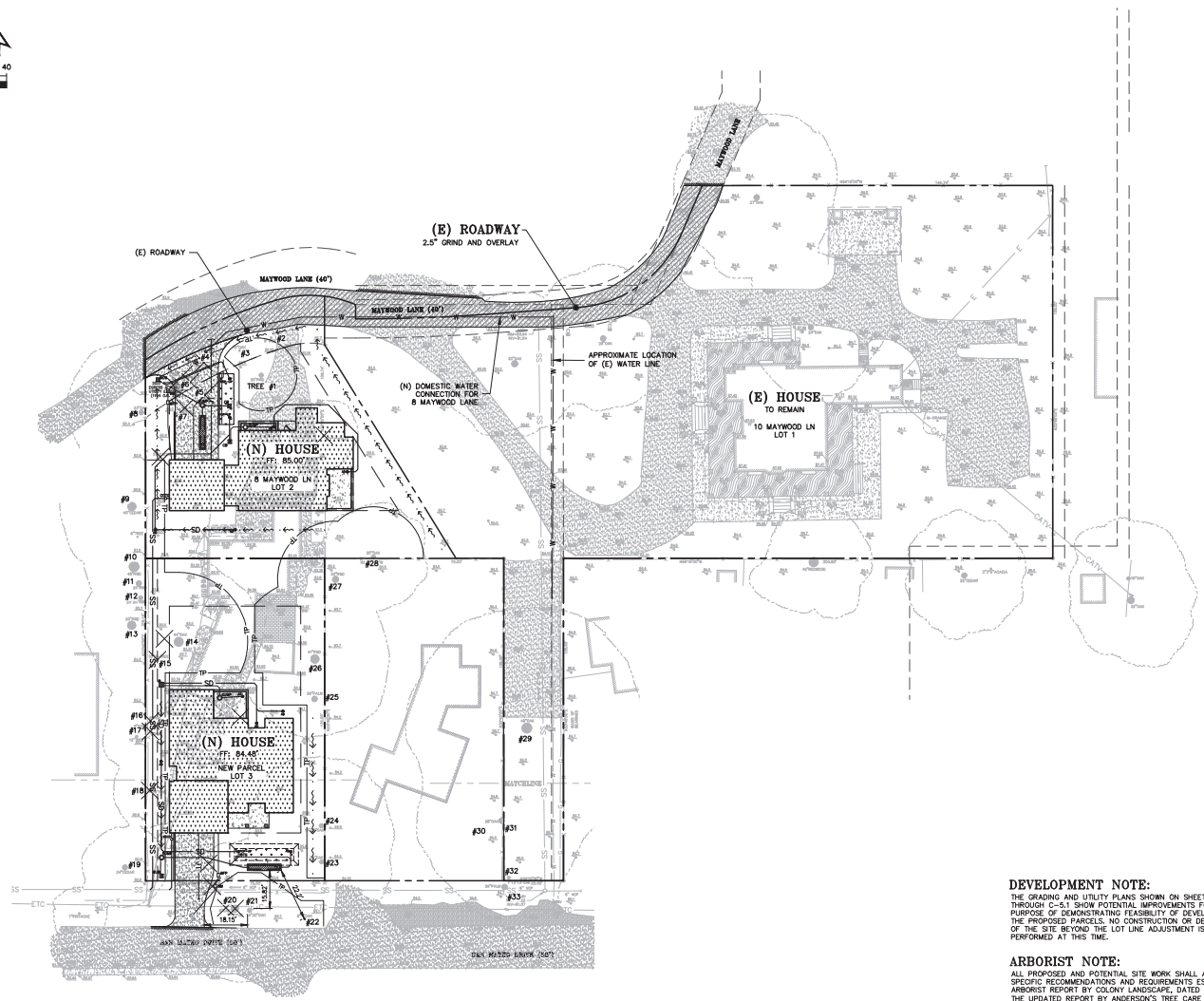
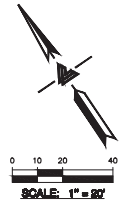
LEA & BRAZE ENGINEERING, INC.
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 SACRAMENTO REGION
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MENLO MAYWOOD PROPERTY, LLC.
 B & 10 MAYWOOD LANE
 MENLO PARK, CALIFORNIA

OVERALL DEVELOPMENT PLAN

▲ PLAN REVISION	AG
▲ PLAN REVISION	AG
▲ PLAN REVISION	AG
▲ PLAN REVISION	AG
▲ PLAN REVISION	AG
▲ PLAN CHECK	AG
▲ PLAN CHECK	AG
REVISIONS	BY
JOB NO:	2180058
DATE:	06-12-20
SCALE:	1" = 20'
DESIGN BY:	AG
DRAWN BY:	AG
SHEET NO.:	

C-3.0
4 OF 7 SHEETS



LEGEND AND NOTES

- CATV --- CABLE TV OVERHEAD LINE
- --- EXISTING BOUNDARY LINE
- --- PROPOSED BOUNDARY LINE
- --- BUILDING OVERHANG LINE
- --- ELECTRICAL OVERHEAD LINE
- --- ELECTRICAL/TELEPHONE/ CABLE TV OVERHEAD LINE
- --- EASEMENT
- --- FENCE LINE
- SS --- SANITARY SEWER LINE
- G --- UNDERGROUND GAS LINE (PAINT MARKINGS)
- W --- UNDERGROUND WATER LINE (PAINT MARKINGS)
- --- BENCHMARK
- --- ELECTRICAL METER
- FF --- FINISH FLOOR
- --- FIRE HYDRANT
- --- GAS METER
- --- GUY ANCHOR
- INV --- INVERT
- --- JOINT POLE
- M --- MULTI-TRUNK TREE
- --- ROOF PEAK
- --- SANITARY SEWER MANHOLE
- TC --- TOP OF CURB
- TW --- TOP OF WALL
- VCP --- VITRIFIED CLAY PIPE
- --- WATER METER
- --- WATER VALVE
- --- SPOTGRADE
- --- ASPHALT
- --- CONCRETE
- --- GRAVEL
- --- WOOD
- --- BRICK

UTILITIES LEGEND

- W --- (N) WATER SERVICE
- JT --- (N) JOINT TRENCH
- SS --- (N) SANITARY SEWER
- SD --- (N) STORM DRAIN

HATCH LEGEND

- [Pattern] (N) RESIDENCE
- [Pattern] (N) HARDSCAPE
- [Pattern] (N) AC PAVING
- [Pattern] (N) BIOTREATMENT AREAS
- [Pattern] GRND AC 2.5" AND OVERLAY

◆ SITE BENCHMARK

SURVEY CONTROL POINT
 CUT CROSS IN CONCRETE
 ELEVATION = 83.66'
 (NAVD 88 DATUM)

DEVELOPMENT NOTE:
 THE GRADING AND UTILITY PLANS SHOWN ON SHEETS C-3.0 THROUGH C-3.1 SHOW POTENTIAL IMPROVEMENTS FOR THE SOLE PURPOSE OF DEMONSTRATING FEASIBILITY OF DEVELOPMENT FOR THE PROPOSED PARCELS. NO CONSTRUCTION OR DEVELOPMENT OF THE SITE BEYOND THE LOT LINE ADJUSTMENT IS BEING PERFORMED AT THIS TIME.

ARBORIST NOTE:
 ALL PROPOSED AND POTENTIAL SITE WORK SHALL ADHERE TO THE SPECIFIC RECOMMENDATIONS AND REQUIREMENTS ESTABLISHED IN THE ARBORIST REPORT BY COLONY LANDSCAPE, DATED 03-23-2021, AND THE UPDATED REPORT BY ANDERSON'S TREE CARE SPECIALISTS, DATED 04-20-2022.

CONTRACTOR SHALL REFER TO THE CONSTRUCTION IMPACT PREVENTION GUIDELINES AND TREE PROTECTION PLAN AS THEY PERTAIN TO:

1. GENERAL DEMOLITION AND CONSTRUCTION
2. GRADE CHANGES
3. SEWER AND STORM DRAIN INSTALLATION
4. WATER LINE INSTALLATION
5. ROOT CUTTING
6. TREE PROTECTION ZONES
7. TREE REMOVAL, REPLACEMENT, AND PLANTING
8. SOIL COMPACTION

PROJECT ARBORIST SHOULD BE NOTIFIED (408.228.8733) PRIOR TO ANY DEMOLITION OR CONSTRUCTION THAT OCCURS WITHIN THE TREE DRIFLINE.



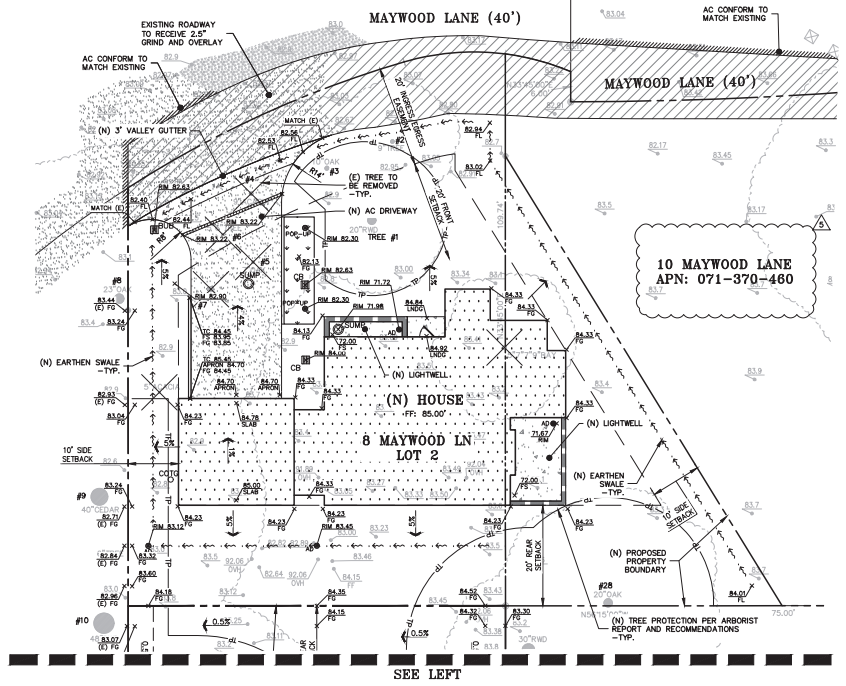
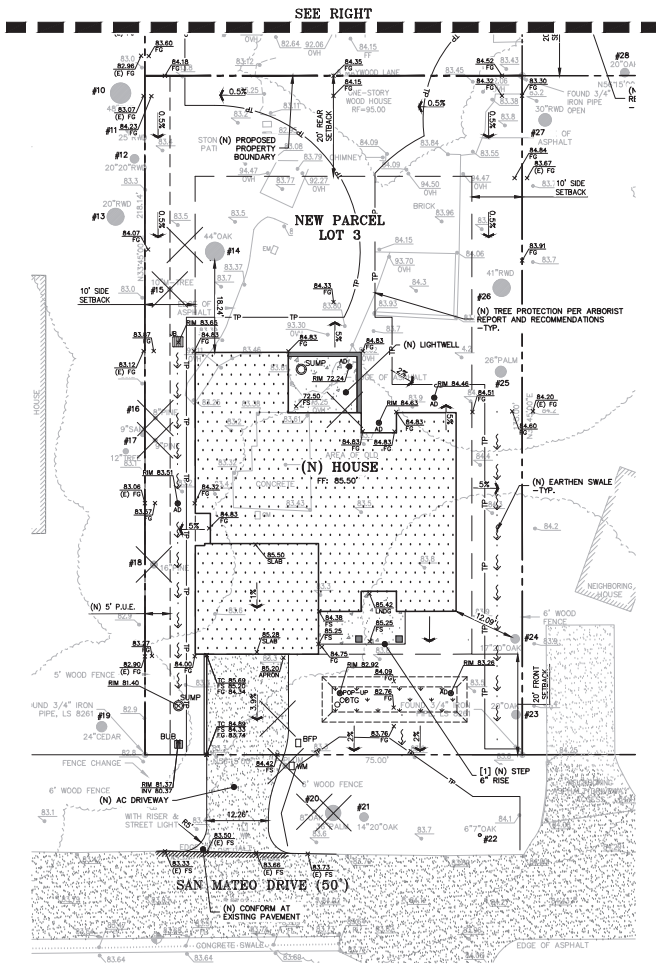
LEIF A. BRAZE ENGINEERING, INC.
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MENLO MAYWOOD PROPERTY, LLC.
 8 & 10 MAYWOOD LANE
 MENLO PARK, CALIFORNIA
 APN: 071-370-440 APRN: 071-370-370

8 MAYWOOD AND NEW PARCEL LOT 2 AND 3 DEVELOPMENT PLAN

▲ PLAN REVISION	AG
▲ PLAN REVISION	AG
▲ PLAN REVISION	AG
▲ PLAN REVISION	AG
▲ PLAN REVISION	AG
▲ PLAN CHECK	AG
▲ PLAN CHECK	AG
REVISIONS	BY
JOB NO:	2180058
DATE:	06-12-20
SCALE:	1" = 10'
DESIGN BY:	AG
DRAWN BY:	AG
SHEET NO.:	

C-4.1
6 OF 7 SHEETS



DEVELOPMENT NOTE:
 THE GRADING AND UTILITY PLANS SHOWN ON SHEETS C-3.0 THROUGH C-5.1 SHOW POTENTIAL IMPROVEMENTS FOR THE SOLE PURPOSE OF DEMONSTRATING FEASIBILITY OF DEVELOPMENT FOR THE PROPOSED PARCELS.

ARBORIST NOTE:
 ALL PROPOSED AND POTENTIAL SITE WORK SHALL ADHERE TO THE SPECIFIC RECOMMENDATIONS AND REQUIREMENTS ESTABLISHED IN THE ARBORIST REPORT BY COLONY LANDSCAPE, DATED 03-23-2020, AND THE UPDATED REPORT BY ANDERSON'S TREE CARE SPECIALISTS, DATED 04-20-2022.

CONTRACTOR SHALL REFER TO THE CONSTRUCTION IMPACT PREVENTION GUIDELINES AND TREE PROTECTION PLAN AS THEY PERTAIN TO:

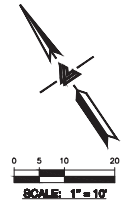
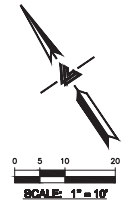
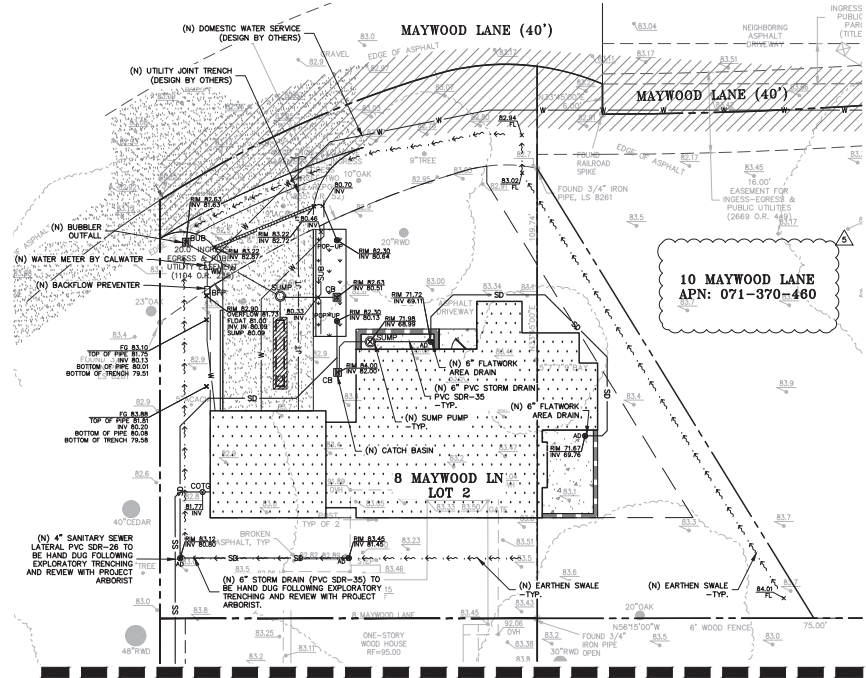
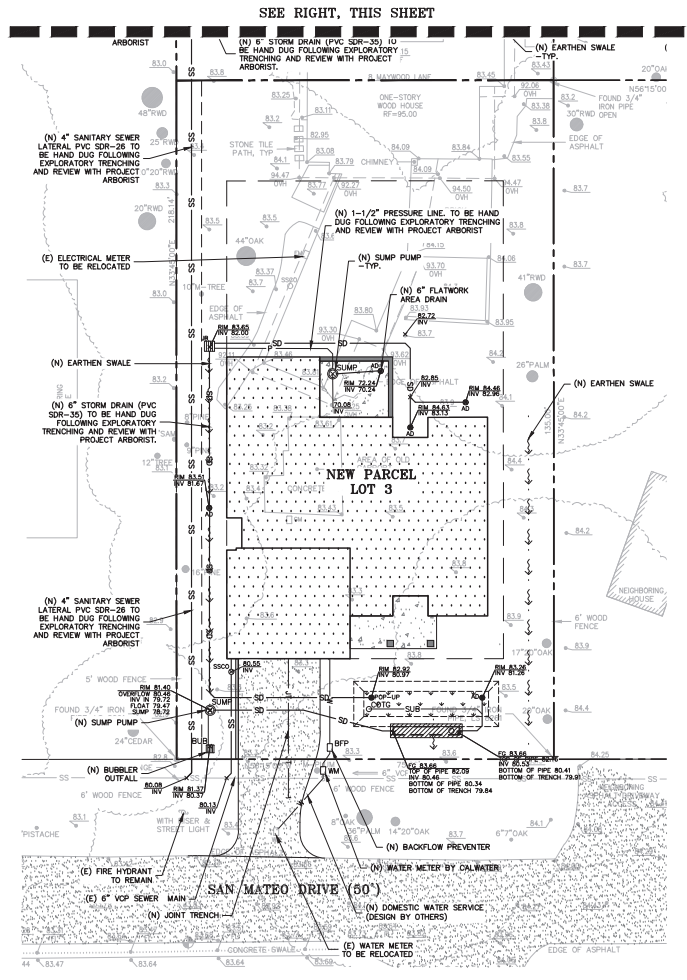
1. GENERAL DEMOLITION AND CONSTRUCTION
2. GRADE CHANGES
3. SEWER AND STORM DRAIN INSTALLATION
4. WATER LINE INSTALLATION
5. ROOT CUTTING
6. TREE PROTECTION ZONES
7. TREE REMOVAL, REPLACEMENT, AND PLANTING
8. SOIL COMPACTION

PROJECT ARBORIST SHOULD BE NOTIFIED (408.226.8733) PRIOR TO ANY DEMOLITION OR CONSTRUCTION THAT OCCURS WITHIN THE TREE DROPLINE.

◆ SITE BENCHMARK
 SURVEY CONTROL POINT
 CUT CROSS IN CONCRETE
 ELEVATION = 83.66'
 (NAVD 88 DATUM)

- UTILITIES LEGEND**
- W — (N) WATER SERVICE
 - JT — (N) JOINT TRENCH
 - SS — (N) SANITARY SEWER
 - SD — (N) STORM DRAIN

- HATCH LEGEND**
- (N) RESIDENCE
 - (N) HARDSCAPE
 - (N) AC PAVING
 - (N) BIOTREATMENT AREAS
 - GRID AC 2.5' AND OVERLAY



SITE BENCHMARK
 SURVEY CONTROL POINT
 CUT CROSS IN CONCRETE
 ELEVATION = 83.66'
 (NAVD 88 DATUM)

DEVELOPMENT NOTE:
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ARBORIST NOTE:
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CONTRACTOR SHALL REFER TO THE CONSTRUCTION IMPACT PREVENTION GUIDELINES AND TREE PROTECTION PLAN AS THEY PERTAIN TO:

1. GENERAL DEMOLITION AND CONSTRUCTION
2. GRADE CHANGES
3. SEWER AND STORM DRAIN INSTALLATION
4. WATER LINE INSTALLATION
5. ROOT CUTTING
6. TREE PROTECTION ZONES
7. TREE REMOVAL, REPLACEMENT, AND PLANTING
8. SOIL COMPACTION

PROJECT ARBORIST SHOULD BE NOTIFIED (408.226.8733) PRIOR TO ANY DEMOLITION OR CONSTRUCTION THAT OCCURS WITHIN THE TREE DRUPLINE.

UTILITIES LEGEND

- W — (N) WATER SERVICE
- JT — (N) JOINT TRENCH
- SS — (N) SANITARY SEWER
- SD — (N) STORM DRAIN

HATCH LEGEND

- (N) RESIDENCE
- (N) HARDSCAPE
- (N) AC PAVING
- (N) BIOTREATMENT AREAS
- GRIND AC 2.5" AND OVERLAY



Main Office:
2495 Industrial Pkwy. West
Hayward, CA 94545
Ph: 510.887.408

Project Description Letter SUB2020-00007

August 24, 2022

Planning Commission c/o
Kyle Perata, Planner
Community Development Department
City of Menlo Park
Planning Division
701 Laurel Street
Menlo Park, CA 94025

Re: Minor Subdivision at 8 and 10 Maywood Lane. Creation of new parcel.
Application Number: SUB2020-00007

Dear Mr. Perata and Honorable Commissioners:

Lea & Braze Engineering is submitting this application on behalf of Jeff Huber of Menlo Park. He is the current owner of the parcels at 8 and 10 Maywood Lane, and wishes to perform a lot line adjustment and minor subdivision for the creation of a third parcel.

The project scope entails subdividing the existing 8 Maywood Lane parcel, and splitting it into two parcels. The shared property line between 8 and 10 Maywood is also being shifted to provide uniform parcels.

As a City requirement for the subdivision approval, it was requested for the project to demonstrate feasibility of developing the potential new parcels. The development plans on sheets C-3.0 through C-5.1 show new construction for demonstration purposes only, and do not represent a currently planned or pending construction project. That is to say, no construction is proposed to occur at this time.

The entirety of proposed site impacts at this time is as follows:

- Subdivision of the existing 8 Maywood Lane parcel for the creation of a new parcel along San Mateo Drive.
- Establishment of a new private utility easement for sanitary sewer service
- Removal of existing residence and site improvements at 8 Maywood Lane
- Removal of existing trees to accommodate future construction as indicated on sheet C-2.1

The intention of the owner is to sell the divided parcels, which would be developed at a later time by the future owners. In this parcel map plan we have demonstrated that the subdivided lots

will be fully developable in conformance with the City of Menlo Park standards and requirements.

While no formal outreach has been made to neighboring properties at this time, it is the intention to conduct this outreach in the future when new construction is proposed.

As we have demonstrated conformance with the necessary requirements and minor subdivision process, we respectfully request the application package be considered for approval.

Thank you very much for reviewing this subdivision plan.

Sincerely,

Alex Henson & Jim Toby
Lea & Braze Engineering



7/14/2022

Mr. Jeff Huber
 930 Tahoe Blvd. Suite 802
 PMB 812
 Incline Village, NV 89451
 (650) 454-6995
 jhuber@gmail.com

RE: Review of Maywood Lane – Rev4 Tentative Map – 07.06.22.

Greetings Jeff,

In response to Lea & Braze Engineering, Inc.'s request that I review the latest iteration of drawings for 8 Maywood Lane to assess the effect driveway modifications will have on Coast Live Oaks #21 and 22, I report the following.

Sheet C-3.0 of revision 4 depicts the modified driveway to be located eighteen feet from Coast Live Oak #21. This distance places the driveway outside the trees critical root zone and greatly reduces impacts upon the tree's roots. However, prior to grading I recommend hand excavating the portion of driveway nearest the tree to the required depth to ensure that if roots are present, they are properly pruned using equipment designed for root pruning, i.e., a new unused arborist hand saw, a set of sterilized loppers (Lysol will suffice for sterilization), or a reciprocating saw with new unused wood cutting blades. Pruning roots at that distance will result in a loss of less than 25 percent of the tree's total volume of roots which is well within acceptable parameters.

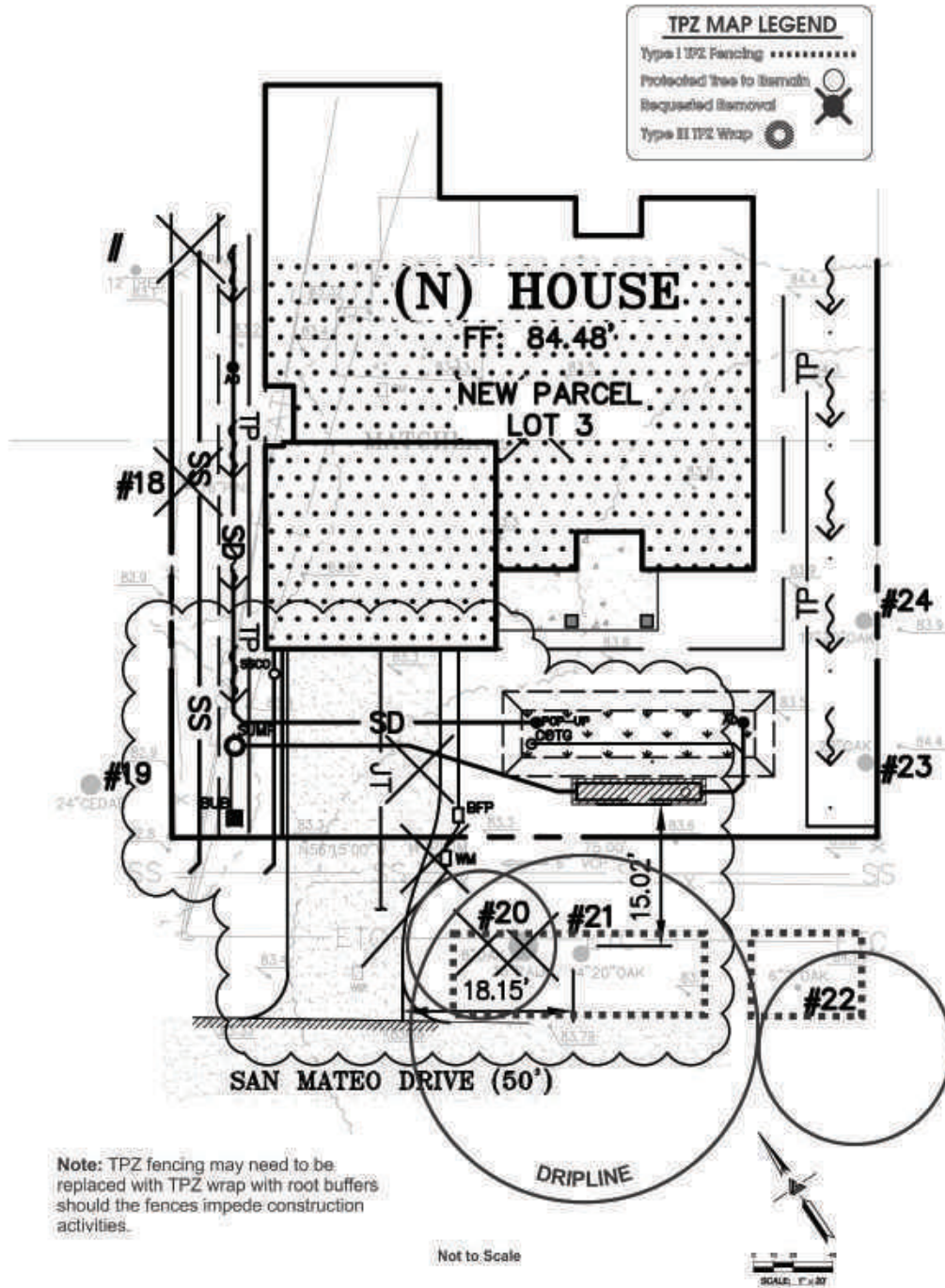
Additionally, tree protection fencing with a radius of no less than fifteen feet will be required for tree #21.

Coast Live Oak #22 is located approximately twenty-five feet further east-southeast of tree #21 and is not at risk of any adverse root impacts related to the construction of the new driveway but now will require tree protection fencing with a radius of no less than seven feet six inches.

Image 1: Coast Live Oaks #21, #22, and #23.



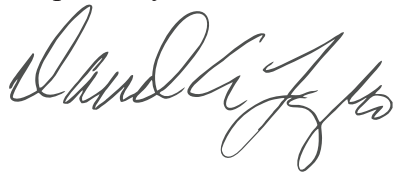
Image 2: Rev4 Tentative Map 07.06.22



ASSUMPTIONS AND LIMITING CONDITIONS

1. Any legal description provided to the consultant/appraiser is assumed to be correct. Any titles and ownerships to any property are assumed to be good and marketable. No responsibility is assumed for matters legal in character. Any and all property is appraised or evaluated as though free and clear, under responsible ownership and competent management.
2. It is assumed that any property is not in violation of any applicable codes, ordinances, statutes, or other government regulations.
3. Care has been taken to obtain all information from reliable sources. All data has been verified insofar as possible; however the consultant/appraiser can neither guarantee nor be responsible for the accuracy of information provided by others.
4. The consultant/appraiser shall not be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services as described in the fee schedule and contract of engagement.
5. Loss, alteration, or reproduction of any part of this report invalidates the entire report.
6. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by any other than the person to whom it is addressed, without the prior expressed written or verbal consent of the consultant/appraiser.
7. Neither all nor any part of this report, nor any copy thereof, shall be conveyed by anyone, including the client, to the public through advertising, public relations, news, sales or other media, without the prior expressed written or verbal consent of the consultant/appraiser particularly as to value conclusions, identity of the consultant/appraiser, or any reference to any professional society or initialed designation conferred upon the consultant/appraiser as stated in his qualification.
8. This report and the values expressed herein represent the opinion of the consultant/appraiser, and the consultant/appraiser's fee is in no way contingent upon the reporting of a specified value, a stipulated result, the occurrence of a subsequent event, nor upon any finding to be reported.
9. Sketches, diagrams, graphs, and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports or surveys.
10. Unless expressed otherwise: 1) information in this report covers only those items that were examined and reflects the condition of those items at the time of inspection; and 2) the inspection is limited to visual examination of accessible items without dissection, excavation, probing, or coring. There is no warranty or guarantee, expressed or implied, that problems or deficiencies of the plants or property in question may not arise in future.

Respectfully submitted,



Dave

Dave Laczko, Arborist/Sales Associate
Anderson's Tree Care Specialists, Inc.
A TCIA Accredited Company
ISA Certified Arborist #1233A PN
TRAQ Qualified
Office: 408 226-8733
Cell: 408 724-0168

www.andersonstrecare.com





4/20/2022

Mr. Jeff Huber
930 Tahoe Blvd. Suite 802
PMB 812
Incline Village, NV 89451
(650) 454-6995
jhuber@gmail.com

RE: Project evaluation and review of existing arborist reports and city's incomplete letter.
8 Maywood Lane/10 Maywood Lane
Menlo Park, CA 94025

Greetings Jeff,

At your request, I have visited the above referenced addresses to acquaint myself with the subject properties and the trees growing at each property. Based on my site visit using the documents you provided as a reference, as well as phone conversations I have had with you and Mr. Anthony Gauthille, I offer the following report to summarize my observations and recommendations.

SUMMARY:

Anderson's Tree Care Specialists, Inc. is tasked with providing alternate tree protection and preservation recommendations to reduce expected impacts to tolerable levels regarding heritage trees #14, 24, and #29-32.

- **Coast Live Oak #14** can be retained and protected during both demolition and construction activities. Exploratory trenching to verify the existence and location of roots is required prior to "breaking ground."
- **Coast Live Oak #24** exhibits a significant lean of approximately 36 degrees that impedes development on all sides of the tree. It may be possible to retain and protect the tree. However, root damage/loss on leaning trees greatly increases the potential for whole tree catastrophic failure. It may prove realistic to reduce the tree protection zone radius to 6x

trunk diameter on one side of the tree with the fence placed at 12x trunk diameter elsewhere. Exploratory trenching to verify the existence and location of roots is required prior to “breaking ground.”

- **Valley Oak #29** It is possible to retain and protect the tree. Boring a water line below the dripline of the tree is achievable under certain parameters. To wit, locate the bore path with a minimum 15 feet offset and tangential to the base of the trunk, and the bore path to have a minimum length of 20 feet centered on the middle of the trunk. All other proposed infrastructure should be placed outside the dripline of the tree. This is subject to change should exploratory trenching be deemed necessary and prove otherwise.
- **Coast Live Oak #30** exhibits a significant lean of approximately 37 degrees that impedes development on all sides of the tree. It may be possible to retain and protect the tree. However, root damage/loss on leaning trees greatly increases the potential for whole tree catastrophic failure. It may prove realistic to reduce the tree protection zone radius to 6x trunk diameter on one side of the tree with the fence placed at 12x trunk diameter elsewhere. Exploratory trenching to verify the existence and location of roots is required prior to “breaking ground.”
- **Coast Live Oak #31** exhibits a significant lean of approximately 28 degrees that impedes development on all sides of the tree. It may be possible to retain and protect the tree adhering to the same tree protection measures described above for tree #30.
- **Coast Live Oak #32** is a poorly structured co-dominant stemmed specimen that exhibits a significant lean of approximately 40 degrees that impedes development on all sides of the tree. The tree sits below high voltage electrical wires with its canopy co-mingled within the fronds of an inappropriately planted date palm growing close by. I do not consider tree #32 suitable for protection and preservation under any circumstances, and recommend the tree for removal.

ASSIGNMENT:

Inspect the two subject properties, locate and re-assess the health and condition of the heritage trees identified in Colony Landscape’s arborist report, review Colony Landscape’s arborist reports as well as Menlo Park’s letter deeming the project’s plan submission to be “incomplete.” Offer alternative arboricultural opinions related to the city’s perceived expected “severe impacts” to reduce those impacts upon heritage trees #14, 24, and #29-32 to tolerable levels. Present findings in written format.

BACKGROUND:

A previous arborist report with subsequent revisions was prepared by Robert Wiszowaty of Colony Landscape. Menlo Park Community Development responded to the project plans and arborist reports with a letter dated August 23, 2021 deeming the project to be incomplete. The city requested additional information related to expected “severe impacts” upon heritage trees #14, 24, and #29-32, and asked for an alternate design to “reduce expected impacts to tolerable levels.”

LIMITS OF ASSIGNMENT:

All observations were made from the ground. No root collar excavations were performed. The conclusions and recommendations offered herein are based on my personal inspection of trees #14, 24, and #29-32, and my review of all documents provided to me by Mr. Anthony Gauthille.

Moreover, the original conceptual design for developing the two properties was to my understanding deemed to be too severe likely causing long-term adverse impacts upon certain trees. My opinions and recommendations offered herein are based on hypothetical assumptions of development using boilerplate tree protection recommendations based on sound arboricultural methodologies premised on tree care industry best management practices.

PURPOSE & USE OF REPORT

This report is purposed for use by you and your project principals to be submitted to the City of Menlo Park as a response to Menlo Park's Community Development letter of incompleteness related to your projects located at 8 Maywood Lane and 10 Maywood Lane that is dated August 23, 2021.

OBSERVATIONS:

Trees at Risk of Adverse Impacts

Tree #14 pictured right is a maturing single stemmed Coast Live Oak that measures 36.5 inches in diameter measured at 48 inches above level grade (the narrowest point below the lowest stem) with a crown spread of approximately 50 feet. The tree was appraised by Colony Landscape with a value of \$14,132.00 and was included in Colony Landscape' Construction Impact Prevention Guidelines.

The tree appeared on the day of my inspection to be in a fair to good state of structural and physiological well-being. The existing foundation at 8 Maywood Lane appears to be a raised perimeter foundation and is located within the tree's **Critical Root Zone (CRZ)**. The tree is at risk of direct impacts and root damage during demolition activities as



well as any construction activity requiring change of grade, excavation, or trenching within the tree's dripline.

Construction using pier and grade beam materials for a new foundation placed ~18 feet (6x trunk diameter) from the base of the tree may prove feasible. Performing exploratory trenching prior to "breaking ground" will provide the necessary visual confirmation to verify the existence and location of roots.

Tree #24 pictured below is a maturing short-boled co-dominant stemmed Coast Live Oak that measures 24 inches in **diameter at breast height (DBH)** with a crown spread of approximately 40 feet. The tree was appraised by Colony Landscape with a value of \$5,966.00 but was not included in Colony Landscape's Construction Impact Prevention Guidelines.



The tree appeared on the day of my inspection to be physiologically sound but structurally suspect due to a significant lean of approximately 36 degrees on the tree's southern aspect, and a **bark inclusion** between the two scaffold stems that originate at the top of the trunk. The lean appears to have existed for the life of the tree and reveals no visual indication the **root plate** is actively uplifting. The tree is growing

in the backyard of 8 Maywood Lane along southeastern property line and is at risk of direct impacts and root damage should any construction occur near or within the tree's dripline. Pruning or damaging roots on a tree with a significant lean greatly increases the potential for whole tree catastrophic failure.

Reducing the TPZ radius to 6x trunk diameter (12 feet) may be feasible but only on one side of the tree. The opposite side will require a TPZ radius of 12x trunk diameter (24 feet); which side of the tree you choose to reduce the TPZ radius on is left for debate. Exploratory trenching will provide the necessary visual confirmation to verify the existence and location of roots.

Tree #29 pictured right is a maturing single stemmed Valley Oak that measures 42.2 inches DBH with a crown spread of approximately 50 feet. The tree was appraised by Colony Landscape with a value of \$29,944.00 and was included in Colony Landscape’s Construction Impact Prevention Guidelines.

The tree is located east of 8 Maywood Lane approximately in the access road. There is ample deadwood throughout the tree’s canopy and there is evidence of previous limbs failures. Despite these visual discrepancies, the tree appears to be in a good state of structural and physiological well-being.

The tree is at risk of direct impacts and root damage should any construction occur near or within the tree’s dripline. I understand there is a water line proposed to be bored beneath the tree. Boring a water line below the tree’s dripline is feasible. To wit, locate the bore path with a minimum 15 feet offset and tangential to the base of the trunk, and the bore path to have a minimum length of 20 feet centered on the middle of the trunk. (Fite)



Tree #30 pictured on the next page is a maturing short-boled co-dominant stemmed Coast Live Oak that measures 16 inches in diameter with a crown spread of approximately 30 feet. This tree was not appraised by Colony Landscape but was included in Colony Landscape’s Construction Impact Prevention Guidelines.



The tree is located on the southeastern property line of 8 Maywood Lane bordering the access road and exhibits a significant lean of approximately 37 degrees on the tree's southwestern aspect. Otherwise, the tree appears to be in a good state of structural and physiological well-being. The tree is at risk of direct impacts and root damage should any construction occur near or within the tree's dripline. Root damage/loss on leaning trees greatly increases the potential for whole tree catastrophic failure. It may prove realistic to reduce the tree protection zone radius to 6x trunk diameter on one side of the tree with the fence placed at 12x trunk diameter elsewhere. Exploratory trenching to verify the existence and location of roots is required prior to "breaking ground."

Tree #31 pictured right is a maturing single-stemmed Coast Live Oak that measures 25 inches measured at approximately 72 inches above level grade (measurement taken above the privacy fence) with a crown spread of approximately 40 feet. The tree was appraised by Colony Landscape with a value of \$10,433.0 and was included in Colony Landscape's Construction Impact Prevention Guidelines.



The tree is located on the southeast property line of 10 Maywood Lane next to tree #30 and exhibits a lean of approximately 28 degrees with a southern aspect. The tree is at risk of direct impacts and root damage should and construction occur near or within the tree's dripline. Root damage/loss on leaning trees greatly increases the potential for whole tree catastrophic failure. It may prove realistic to reduce the tree protection zone radius to 6x trunk diameter on one side of the tree with the fence placed at 12x trunk diameter elsewhere. Exploratory trenching to verify the existence and location of roots is required prior to "breaking ground."



Tree #32 is a maturing co-dominant stemmed Coast Live Oak with combined stem diameters that measure 21.9 inches DBH with a crown spread of 20 feet. The tree was appraised by Colony Landscape with a value of \$4,286.00 and was included in Colony Landscape's Construction Impact Prevention Guidelines.

The tree is located street side along San Mateo Drive just outside the southeastern property line of 8 Maywood Lane along the access road. The tree sits directly beneath high voltage electrical wires. The tree appears physiologically sound but structurally is suspect. The tree exhibits a lean of approximately 40 degrees on the tree's southeastern aspect, and a bark inclusion nestled between the co-dominant stems extends to below grade. A bark inclusion that extends to below grade between co-dominant stems is a highly unstable structural deficiency that is prone to failure as the tree grows in girth and weight. I do not consider the tree to be suitable for preservation and recommend its removal.

TESTING & ANALYSIS:

Testing and analysis are based upon my experiential knowledge of trees and their relative tolerance to development impacts as well as my inspection and review of the two subject properties and trees, and the associated project documents.

DISCUSSION:

Contrary to common depictions of how and where tree roots grow, tree roots are generally found growing in the upper 18 to 24 inches of soil growing laterally out from the base of the tree. Rarely, in my experience of exploratory trenching around trees do I find symmetrical or evenly dispersed roots around the tree. Roots grow where the resources and soil conditions are conducive to growth and where no obstacles are present, such as raised perimeter foundations.

Defining the Tree Protection Zone

“A tree’s critical root zone is the area immediately adjacent to the trunk where roots essential for tree health and stability are located. The CRZ is subjective: there is no accepted formula to biologically define it. However, there may be regulations that define it.” (Fite pg. 10) I am not aware of any Menlo Park regulation defining what a critical root zone is.

A Tee Protection Zone (TPZ) is an arborist-defined area surrounding the trunk intended to protect roots and soil within the critical root zone and beyond...There are many methods for determining the size of a TPZ. (Fite pg. 10)

The optimal TPZ radius is in most circumstances is equal to the tree’s dripline which coincidentally is in many cases equal to 12x trunk diameter. In my experience, erecting a TPZ zone fence at distance equal 12x the tree’s trunk diameter unreasonably impeded construction activities and most times the TPZ radius was reduced to 6x trunk diameter; with 3x trunk diameter having proved feasible in certain circumstances as well.

Determining the effect of root loss upon a particular tree is based mostly on the species of tree, its age, its health and condition, and the species relative tolerance to withstand development impacts. The relative tolerance of Coast Live Oaks to withstand development impacts is rated “High.” However, the species is sensitive to [the] addition of fill soil around the base of the trunk, they are intolerant of frequent summer irrigation, and the bark is sensitive to sunburn following pruning. (Clark & Methany pg. 175) The relative tolerance of Valley Oaks is rated “Moderate.” The species is intolerant of fill soil and [frequent] summer irrigation as well. (Clark & Methany pg. 177)

Selective Root Pruning v. Non-Selective Root Pruning

Selective root pruning consists of soil excavation (exploratory trenching) prior to root pruning to determine the best places to make cuts. This can make it possible to cut as few roots as possible or to make several smaller cuts instead of a single larger diameter cut.

Non-selective root cutting is less targeted, usually causing root damage as the result of trenching or soil excavation that does not intentionally target tree roots. The tools used for root pruning are usually hand pruners, loppers, hand saws, reciprocating saw, oscillating saws, or small chain saws. (Costello pg. 18)

Root Pruning Specifications

Should roots 2" in diameter or greater be unearthed, root pruning may prove necessary. Halt activities and contact the project arborist to advise. The following guidelines should be adhered to with the project Arborist on site to advise work crews.

- Pruning roots 2" in diameter or greater requires the use of a commercial grade 15-amp reciprocating saw with at least 3 new unused wood cutting blades available while on-site.

- Cleanly sever the root without ripping or tearing the root tissue. It is preferable to cut back to a lateral root, much like when reducing the length of a stem or branch.
- Exposed pruning wounds left more than 24 hours should be covered with burlap and wetted and kept wet until area is backfilled. If pour cement against exposed pruning wounds, cover end of root with plastic with a rubber band before pouring cement.
- A new unused Arborist hand saw will also be allowed i.e. Fanno™ Tri-Edge Blade Hand Saw.

Pruning Specifications

All tree pruning activities shall be performed prior to beginning development activities by a qualified Arborist with a C-61/D-49 California Contractors License. Tree maintenance and care shall be specified in writing according to American National Standard (ANSI) for Tree Care Operations: Tree, Shrub and Other woody Plant Management: Standard Practices parts 1 through 10, adhering to ANSI Z133.1 safety standards and local regulations. Work shall be performed according to the most recent edition of the International Society of Arboriculture© Best Management Practices for each subject matter (Tree Pruning etc.) *The use of spikes and/or gaffs when climbing is strictly prohibited unless the tree is being removed.*

- *Elevate Crown* (a.k.a. raise crown)-The selective removal of lower growing or low hanging limbs to gain vertical clearance. Do not remove living stems greater than 4" in diameter without the approval of the Project Arborist.
- *Reduce end-weight*-Cut the offending stem[s] back to a lateral that is $\frac{1}{3}$ the diameter or more of the parent stem and capable of maintaining apical dominance. Remove no more than 25 percent of the living tissue from the offending stem[s]. Remove all existing dead stubs and/or damaged branches per occurrence. Do not cut back into living stems that are 4" or greater in diameter without the approval of the Project Arborist.

Boring vs. Trenching

Boring underground utilities below a tree's dripline is preferable to trenching. The bore hole should not go directly beneath the trunk to avoid damaging the oblique (heart) roots that may grow at a greater depth. The bore hole should be offset 15 feet and tangential the base of a tree measuring 20 inches DBH or greater, and the length of the bore hole should be a minimum of 12x trunk diameter (20 feet in this case) centered on the trunk. (Fite pg. 19)

CONCLUSIONS:

Coast Live Oak #14 is located such that demolition of the existing structures places the tree at risk of direct impacts and root damage. I agree with Colony Landscape's recommendation to wrap the tree prior to construction activities to protect against direct impacts, and then to erect a tree protection fence around the tree as soon as demolition activities are completed. However, it is my professional opinion that the TPZ radius can be reduced to 18 feet (6x trunk diameter) on the side facing development. Additionally, any structures built within 12x trunk diameter should be constructed using pier and grade beam for the foundations. Exploratory trenching to verify the existence of roots prior to excavating the pier footings may well prove that fewer roots than expected are present.

Coast Live Oak #24 is located on the property line and exhibits a 36 degree lean with a southern aspect. Any root damage within the tree's dripline increases the potential for whole tree catastrophic failure. The tree can be retained and protected under specific parameters, see Recommendations below.

Valley Oak #29 will suffer negligible adverse root damage from boring as long as the boring parameters discussed herein are adhered to (15 feet offset and tangential to the trunk, 20 feet minimum bore length centered on the trunk).

Coast Live Oak #30 is located on the property line and exhibits a 37 degree lean with a southern aspect. Any root damage within the tree's dripline increases the potential for whole tree catastrophic failure. The tree can be retained and protected under specific parameters, see Recommendations below.

Coast Live Oak #31 is located on the property line and exhibits a 28 degree lean with a southern aspect. Any root damage within the tree's dripline increases the potential for whole tree catastrophic failure. The tree can be retained and protected under specific parameters, see Recommendations below.

Coast Live Oak #32 is a co-dominant stemmed specimen located on the property line and exhibits a 40 degree lean with a southern aspect. The co-dominant stemmed tree is structurally unsound and is located directly under high voltage electrical wires. The tree is recommended for removal.

RECOMMENDATIONS:

- Design and draw plans pertinent to a proposed development at 8 & 10 Maywood Lane.
- Prior to probable demolition activities, schedule and implement exploratory trenching activities for trees #14, 24, 30, and 31. Location, depth, and length of excavations to be determined.
- Based on the results of exploratory trenching, design and implement a tree protection and preservation plan specific to each tree's needs.

Boiler plate tree protection parameters would include but are not necessarily limited to:

1. Prune all trees as needed in a manner described as “elevate canopy and reduce end-weights for vertical and side clearance for the ingress and egress of vehicles and equipment to the development envelope.” See Pruning Specifications.
2. Install Type III TPZ wrap around Coast Live Oak #14 in preparation of demolition activities.
3. Heavy equipment used for demolition should be placed outside the dripline of the tree and should work in toward the base of the tree. Demolition spoils should not be piled beneath the dripline of any heritage tree; it is preferable to remove them offsite the same day.
4. Erect a Type I TPZ fence around Coast Live Oak #14 with a radius of no less than 18 feet. Any and all excavation or trenching proposed within the tree's dripline shall be conducted by hand and/or with the use of high compressed air tools to a minimum depth of 30 inches.
5. If needed and deemed appropriate, prune roots originating from tree #14 according to the Root Pruning Specifications provided herein.
6. Erect a Type I TPZ fence around tree #24 with a radius of no less than 12 feet on the side facing development activities and 24 feet elsewhere. Any and all excavation or trenching proposed within the tree's dripline shall be conducted by hand and/or with the use of high compressed air tools to a minimum depth of 30 inches.
7. If needed and deemed appropriate, prune roots originating from tree #24 according to the Root Pruning Specifications provided herein.
8. The bore hole near Valley Oak #29 shall be bored with a tangential 15 feet offset from the base of the tree, and with the bore path length being no less than 20 feet. Type I TPZ fencing will likely be required but its design requires additional specific development information.
9. Erect a single contiguous Type I TPZ fence around Coast Live Oaks #30 and 31 with a radius of no less than 12.5 feet on the side facing development activities and 24 feet elsewhere. Any and all excavation or trenching proposed within the tree's dripline shall be conducted by hand and/or with the use of high compressed air tools to a minimum depth of 30 inches.

10. If needed and deemed appropriate, prune roots originating from trees #30 and 31 according to the Root Pruning Specifications provided herein.
11. With the permits in hand, remove Coast Live Oak #32.
12. Leave all tree protection fencing in place and serviceable for the duration of the project. Entry or movement of the TPZ's is prohibited unless with the approval of the City of Menlo Park or project arborist.
13. Any protected heritage tree damaged by construction activities shall be reported to the project arborist within 24 hours.
14. Any protected heritage tree damaged beyond repair is subject to replacement base on the City of Menlo Park's requirements.
15. Plant replacement trees per the City of Menlo Park's requirements during the final landscape phase. Species from city list yet to be determined.

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- ISA. Glossary of Arboricultural Terms: 2015. Champaign, IL: 2013. International Society of Arboriculture.

GLOSSARY:

bark inclusion (a.k.a. included bark) – bark that becomes embedded in a crotch (union) between branch and trunk or between codominant stems. Lacks axillary wood and causes a weak structure.

critical root zone (CRZ) - area of soil around a tree where the minimum number of roots considered critical to the structural stability or health of the tree are located. CRZ determination is sometimes based on the dripline or a multiple of DBH, but because root growth can be asymmetric due to site conditions, onsite investigation may be required.

compartmentalization of decay in trees (CODIT) - a trees ability to compartmentalize is described by the acronym CODIT. A natural defense process in trees by which chemical and physical boundaries are created that act to limit the spread of disease and decay organisms.

diameter at breast height (DBH) - measured at 54 inches above grade unless otherwise noted.

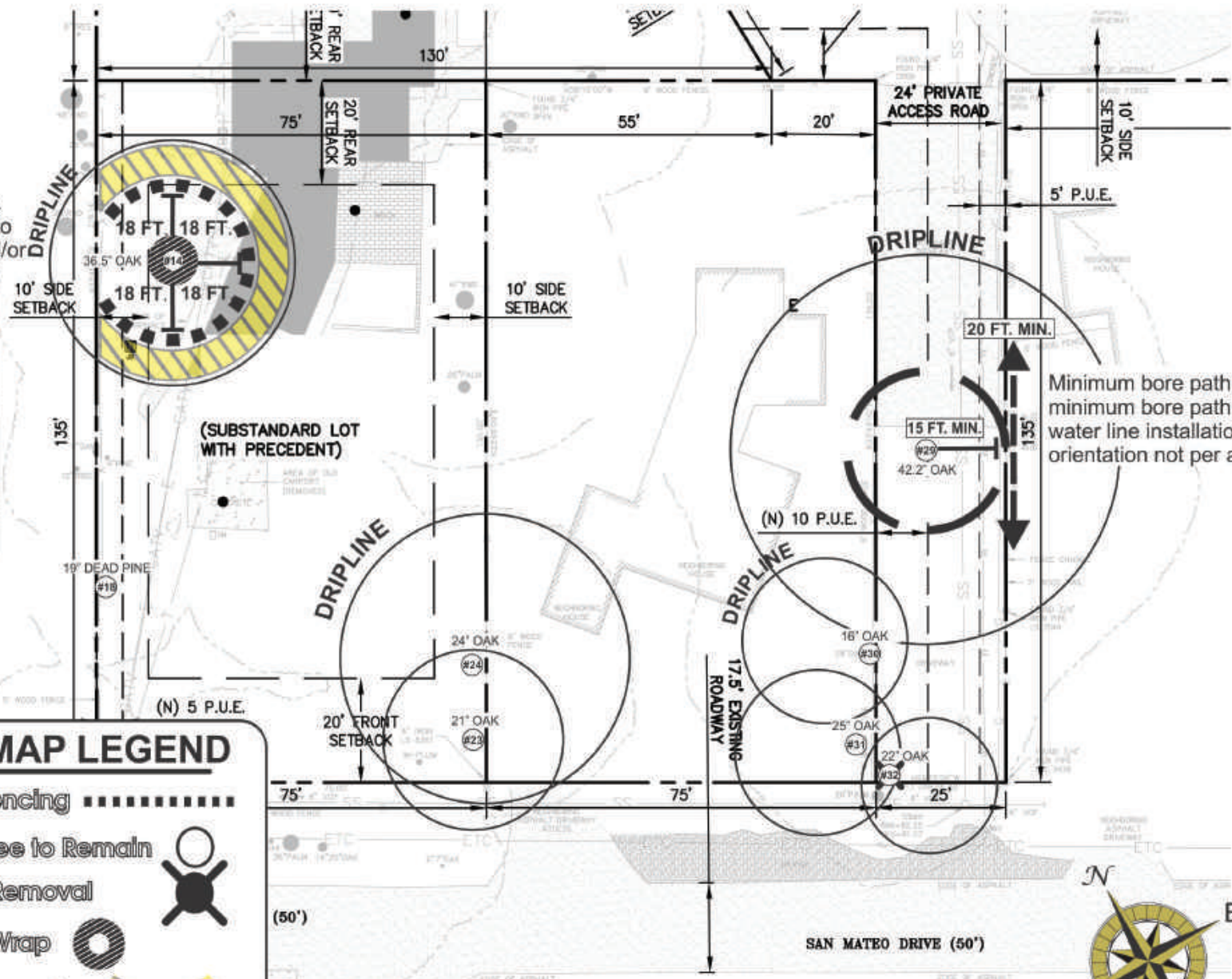
root plate – the combination of large structural and smaller roots and soil near the base of the tree's trunk largely responsible for holding the tree erect.

tree protection zone (TPZ) – defined area within which certain activities are prohibited or restricted to prevent or minimize potential injury to designated trees, especially during construction or development.

TPZ MAP I

8 & 10 Maywood Lane
Menlo Park, CA

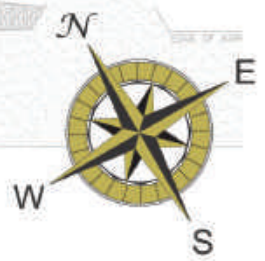
6x trunk diameter TPZ radius.
All excavation within dripline to be done using hand tools and/or by using high compressed air tools.



Minimum bore path offset and minimum bore path length for water line installation; bore path orientation not per any specification.

TPZ MAP LEGEND

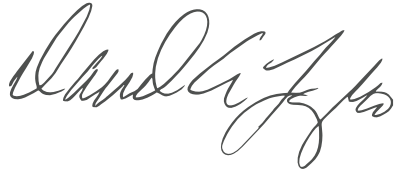
- Type I TPZ Fencing: Dotted line
- Protected Tree to Remain: Stick figure icon
- Requested Removal: Black stick figure icon
- Type III TPZ Wrap: Hatched circle icon
- Hand/Air Excavate: Yellow hatched area icon
- Bore Path: Dashed line with arrows
- Bore Path Offset: Dashed line



ASSUMPTIONS AND LIMITING CONDITIONS

1. Any legal description provided to the consultant/appraiser is assumed to be correct. Any titles and ownerships to any property are assumed to be good and marketable. No responsibility is assumed for matters legal in character. Any and all property is appraised or evaluated as though free and clear, under responsible ownership and competent management.
2. It is assumed that any property is not in violation of any applicable codes, ordinances, statutes, or other government regulations.
3. Care has been taken to obtain all information from reliable sources. All data has been verified insofar as possible; however the consultant/appraiser can neither guarantee nor be responsible for the accuracy of information provided by others.
4. The consultant/appraiser shall not be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services as described in the fee schedule and contract of engagement.
5. Loss, alteration, or reproduction of any part of this report invalidates the entire report.
6. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by any other than the person to whom it is addressed, without the prior expressed written or verbal consent of the consultant/appraiser.
7. Neither all nor any part of this report, nor any copy thereof, shall be conveyed by anyone, including the client, to the public through advertising, public relations, news, sales or other media, without the prior expressed written or verbal consent of the consultant/appraiser particularly as to value conclusions, identity of the consultant/appraiser, or any reference to any professional society or initialed designation conferred upon the consultant/appraiser as stated in his qualification.
8. This report and the values expressed herein represent the opinion of the consultant/appraiser, and the consultant/appraiser's fee is in no way contingent upon the reporting of a specified value, a stipulated result, the occurrence of a subsequent event, nor upon any finding to be reported.
9. Sketches, diagrams, graphs, and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports or surveys.
10. Unless expressed otherwise: 1) information in this report covers only those items that were examined and reflects the condition of those items at the time of inspection; and 2) the inspection is limited to visual examination of accessible items without dissection, excavation, probing, or coring. There is no warranty or guarantee, expressed or implied, that problems or deficiencies of the plants or property in question may not arise in future.

Respectfully submitted,



Dave

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Data Table 1: Ordered by Current Tree Number

Tree #	Common Name	Scientific Name	Designation	Location	DBH (Inches) Measured at 54" Unless otherwise noted	Health/Structure AVG	Ht./Spread (Feet)	Comments/Items of concern	Appraisal Value	Construction Impact	Critical Root Zone Radius	Construction Impact Prevention Guidelines	Suitability for preservation and Recommended Action
1	Coast Redwood	<i>Sequoia sempervirens</i>	Heritage	Onsite 8 Maywood	20.5"	90%	35/18	Fair Vigor, Good form, Dead Branches, drought stress	\$5,842	Minor depends on landscape design	17.1'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline, if fencing overlaps group trees in one continuous fence using farthest point	Preserve: perform crown clean removing deadwood 1/2" or greater, and elevate to 8' for clearance
2	Privet	<i>Ligustrum sp.</i>	Non-Heritage	Onsite 8 Maywood	11" multi trunk measured at 4.5'	50%	20/8	Fair Vigor, Good form, Dead Branches, drought stress	N/A	Minor depends on landscape design	9.2'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline, if fencing overlaps group trees in one continuous fence using farthest point	Preserve: perform crown clean removing deadwood 1/2" or greater, and elevate to 8' for clearance
3	Coast Live Oak	<i>Quercus agrifolia</i>	Heritage	Onsite 8 Maywood	11.5"	60%	20/8	Good Vigor, Fair Form Lean over street	Can replace with 12" tree, cost install \$5000	Minor due to driveway install	9.6'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline, if fencing overlaps group trees in one continuous fence using farthest point	Preserve: perform crown clean removing deadwood 1/2" or greater, and elevate to 8' for clearance
4	Blackwood Acacia	<i>Acacia melanoxylon</i>	Non-Heritage	Onsite 8 Maywood	9.5"	75%	25/8	Fair Vigor Fair Form, Lean, codominant stems	N/A	Severe Driveway Install	7.9'	N/A	Remove: Criterion 5 Development
5	Coast Live Oak	<i>Quercus agrifolia</i>	Non-Heritage	Onsite 8 Maywood	9.5" two codominate stems measured at grade	60%	20/8	Fair Vigor Fair Form, over extended limbs	N/A	Severe Driveway Install	7.9'	N/A	Remove: Criterion 5 Development
6	Coast Live Oak	<i>Quercus agrifolia viminalis</i>	Non-Heritage	Onsite 8 Maywood	7.5"	70%	18/6	Fair Vigor Good Form, Over extended limbs	N/A	Severe Driveway Install	6.2'	N/A	Remove: Criterion 5 Development
7	Coast Redwood	<i>Sequoia sempervirens</i>	Non-Heritage	Onsite 8 Maywood	12"	70%	30/10	Good Vigor Fair form	N/A	Severe Driveway Install	10'	N/A	Remove: Criterion 5 Development
8	Coast Live Oak	<i>Quercus agrifolia</i>	Heritage	Onsite 8 Maywood	21"	50%	40/20	good Vigor, fair form, lean,	\$3,324	Moderate due to General demolition and construction, Grade change, and sewer-storm drain installation,	17.5'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline, if fencing overlaps group trees in one continuous fence using farthest point. <u>Prevention Guidelines sections B) and C) in Report.</u>	Preserve: perform crown clean removing deadwood 1/2" or greater, and perform end weight reduction to contract lean
9	Deodara Cedar	<i>Cedrus deodara</i>	Heritage	Neighbor Tree	Estimate 30"-40"	75%	15/8	Good Vigor Fair form	N/A	Moderate due to General demolition and construction, Grade change, and sewer-storm drain installation,	25'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line, Group tree #9-#13. If root mass or roots greater than 1" in diameter are uncovered beyond tree protection zone fencing project arborist should be notified and <u>ROOT CUTTING GUIDELINES</u> followed, and see <u>Construction Impact Prevention Guidelines sections B) and C) in Report.</u>	Preserve: perform crown clean removing deadwood 1/2" or greater, and reduce over extended limbs
10	Coast Redwood	<i>Sequoia sempervirens</i>	Heritage	Neighbor Tree	Estimate 30"-40"	65%	87/30	Good Vigor Good form	N/A	Moderate due to General demolition and construction, Grade change, and sewer-storm drain installation,	25'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line, Group tree #9-#13. If root mass or roots greater than 1" in diameter are uncovered beyond tree protection zone fencing project arborist should be notified and <u>ROOT CUTTING GUIDELINES</u> followed, and see <u>Construction Impact Prevention Guidelines sections B) and C) in Report.</u>	Preserve: perform crown clean removing deadwood 1/2" or greater, and reduce over extended limbs
11	Coast Redwood	<i>Sequoia sempervirens</i>	Heritage	Neighbor Tree	Estimate 30"-40"	60%	90/15	Good Vigor, fair form, lean	N/A	Moderate due to General demolition and construction, Grade change, and sewer-storm drain installation,	25'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line, Group tree #9-#13. If root mass or roots greater than 1" in diameter are uncovered beyond tree protection zone fencing project arborist should be notified and <u>ROOT CUTTING GUIDELINES</u> followed, and see <u>Construction Impact Prevention Guidelines sections B) and C) in Report.</u>	Preserve: perform crown clean removing deadwood 1/2" or greater, and reduce over extended limbs
12	Coast Redwood	<i>Sequoia sempervirens</i>	Heritage	Neighbor Tree	Estimate 30"-40"	55%	90/15	split at 3' codom	N/A	Moderate due to General demolition and construction, Grade change, and sewer-storm drain installation,	25'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line, Group tree #9-#13. If root mass or roots greater than 1" in diameter are uncovered beyond tree protection zone fencing project arborist should be notified and <u>ROOT CUTTING GUIDELINES</u> followed, and see <u>Construction Impact Prevention Guidelines sections B) and C) in Report.</u>	Preserve: perform crown clean removing deadwood 1/2" or greater, and reduce over extended limbs
13	Coast Redwood	<i>Sequoia sempervirens</i>	Heritage	Neighbor Tree	Estimate 30"-40"	65%	90/15	Good Vigor, good form, three codominant stems	N/A	Moderate due to General demolition and construction, Grade change, and sewer-storm drain installation,	25'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line, Group tree #9-#13. If root mass or roots greater than 1" in diameter are uncovered beyond tree protection zone fencing project arborist should be notified and <u>ROOT CUTTING GUIDELINES</u> followed, and see <u>Construction Impact Prevention Guidelines sections B) and C) in Report.</u>	Preserve: perform crown clean removing deadwood 1/2" or greater, and reduce over extended limbs
14	Coast live oak	<i>Quercus agrifolia</i>	Heritage	Onsite 8 Maywood	36.5"	55%	50/50	Good Vigor, Fair form, two codominant stem, slim flux, ivy, lean, 10' foundation 6' asphalt walkway	\$14,132	Significant due to Building Demolition and sewer-storm drain installation	30.5'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing as close to main residence as possible and tie back into existing fence line. During demolition the trunk of the tree should be wrapped with straw wattle and 2x4s to a height of 8-10', and held in place by snow fencing. Any low-hanging branches should be trimmed by an ISA certified arborist or supervised crew to allow clearance of any construction machinery. Following building demo and prior to foundation demolition a half circle 30' from the trunk should be mark on the pad and all demolition in this area should be done by hand to prevent root damage. Once building is demolished follow PRIOR TO CONSTRUCTION GUIDELINES, adding mulch and fertilizer, and reinstalling the tree protection fencing at the dripline and see <u>Construction Impact Prevention Guidelines sections C) in Report.</u>	Preserve: Perform crown clean removing deadwood 1/2" or greater, reduce over extended limbs, thin exterior canopy 15% on side with lean, remove ivy, and install cabling configuration to combat codominance
15	Pittosporum	<i>Pittosporum eugenioides</i>	Non-Heritage	Onsite 8 Maywood	10.5" Measured at grade	50%	12/8	Good Vigor, Poor Form, multi trunk	N/A	Severe due to proposed Removal	8.8'	N/A	Remove: Criterion 5 Development
16	Monterey Pine	<i>Pinus radiata</i>	Non-Heritage	Onsite 8 Maywood	8.5"	65%	20/5	Fair Vigor, fair form, lean	N/A	Severe due to proposed Removal	7.1'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line group tree #16-#17	Remove: Criterion 5 Development
17	Monterey Pine	<i>Pinus radiata</i>	Non-Heritage	Onsite 8 Maywood	10.5"	70%	25/8	Fair Vigor, Good Form, Bow	N/A	Severe due to proposed Removal	6.6'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line group tree #16-#18	Remove: Criterion 5 Development
18	Monterey Pine	<i>Pinus radiata</i>	Heritage	Onsite 8 Maywood	19"	0%	90/40	Dead	DEAD TREE	N/A	N/A	N/A	Remove: Criterion 1 Death
19	Incense Cedar	<i>Calocedrus decurrens</i>	Heritage	Neighbor Tree	21.4"	60%	45/45	Fair Vigor, Fair Form, powerlines, house drop, upper canopy removed for line clearance	N/A	Moderate Sewer-storm drain installation,	17.8'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line and see <u>Construction Impact Prevention Guidelines sections B) in Report.</u>	Preserve: perform crown clean removing deadwood 1/2" or greater, reduce over extended limbs, and reduce to balance canopy

Tree #	Common Name	Scientific Name	Designation	Location	DBH (Inches) Measured at 54" Unless otherwise noted	Health/Structure AVG	Ht./Spread (Feet)	Comments/Items of concern	Appraisal Value	Construction Impact	Critical Root Zone Radius	Construction Impact Prevention Guidelines	Suitability for preservation and Recommended Action
20	Coast Live Oak	<i>Quercus agrifolia</i>	Non-Heritage	Street Tree	8.5"	40%	20/5	Fair vigor very poor form, cut below power lines	N/A	Severe due to proposed Driveway Location	7.1'	N/A	Remove: Criterion 5 Development
21	Coast Live Oak	<i>Quercus agrifolia</i>	Heritage	Street Tree	31" measured below codominate union	55%	20/40	Fair Vigor, Fair Form split at 4'6" Frass from ambrosia beetle, beneath powerlines	\$10,522	Severe due to proposed Driveway Location	25.9'	N/A	Remove: Criterion 5 Development
22	Coast Live Oak	<i>Quercus agrifolia</i>	Heritage	Street Tree	12"	70%	25/20	Split at breast height, lean	Replace with 12" tree install cost \$5000	Severe due to proposed Driveway Location	10'	N/A	Remove: Criterion 5 Development
23	Coast Live Oak	<i>Quercus agrifolia</i>	Heritage	Onsite 8 Maywood	21"	60%	25/40	Fair vigor Fair form codominate at 5', crowding communication lines	\$4,654	Minor due to grade change	17.6'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line and see Construction Impact Prevention Guidelines sections B) in Report.	Preserve: perform crown clean removing deadwood 1/2" or greater, elevate to 8' for clearance, resorative pruning to correct utility clearance form
24	Coast Live Oak	<i>Quercus agrifolia</i>	Heritage	Onsite 8 Maywood	24"	65%	30/40	Good vigor Fair form, lean, two codominate stems, poor pruning	\$5,966	Significant due to building construction and grade change	20'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line and see Construction Impact Prevention Guidelines sections B) in Report.	Preserve: perform crown clean removing deadwood 1/2" or greater, elevate to 8' for clearance, resorative pruning to correct poor pruning
25	Canary Island Date Palm	<i>Phoenix canariensis</i>	Heritage	Onsite 8 Maywood	24.5"	55%	50/15	Crowded to redwood, potential fusarium wilt	\$4,269	Minor depends on landscape design	20.5'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line	Preserve: perform crown clean removing dead fronds and seed stalks
26	Coast Redwood	<i>Sequoia sempervirens</i>	Heritage	Onsite 8 Maywood	41.5"	60%	90/35	Upper 30' poor vigor, 24' foundation	\$13,631	Minor due to building demolition	34'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line During demolition the trunk of the tree should be wrapped with straw wattle and 2x4s to a height of 8-10', and held in place by snow fencing. Any low-hanging branches should be pruned by an ISA certified arborist or supervised crew to allow clearance of any construction machinery. Following building demo and prior to foundation demolition a half circle 10' from the construction fencing should be mark on the pad and all demolition in this area should be done by hand to prevent root damage. Once building is demolished follow PRIOR TO CONSTRUCTION GUIDELINES, adding mulch and fertilizer, and reinstalling the tree protection fencing at the dripline	Preserve: perform crown clean removing deadwood 1/2" or greater, and reduce over extended limbs
27	Coast Redwood	<i>Sequoia sempervirens</i>	Non-Heritage	Neighbor Tree	30"-40"	70%	80/25	Good vigor, Good form	N/A	Minor due to building demolition	25'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line Following building demo and prior to foundation demolition a half circle 10' from the construction fencing should be mark on the pad and all demolition in this area should be done by hand to prevent root damage. Once building is demolished follow PRIOR TO CONSTRUCTION GUIDELINES, adding mulch and fertilizer, and reinstalling the tree protection fencing at the dripline	Preserve: perform crown clean removing deadwood 1/2" or greater, and reduce over extended limbs
28	Coast Live Oak	<i>Quercus agrifolia</i>	Heritage	Neighbor Tree	20"-30"	55%	40/30	Lean, over pruned	N/A	Negligible	16.7'	N/A	Preserve: Crown Clean removing deadwood 1/2" or greater, only prune from exterior of canopy as the interior has been over pruned
29	Valley oak	<i>Quercus lobata</i>	Heritage	Onsite 10 Maywood	42.2"	70%	55/40	Good vigor, Fair form codominant at 30'	\$29,944	Severe due to proposed Driveway Location and water line installation	35.3'	USE GROUND PENETRATING RADAR TO MAP ROOT LOCATION and DIRECTIONAL BORING FOR ALL UNDERGROUND UTILITIES Tree is in center of proposed driveway, recommend either elevating driveway on piers or a grade change with perforated pipes to feed root system. Protected area should extend to the edges of the critical root zone. Before construction follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line, during construction follow PRECAUTIONS DURING DEMOLITION/REMOVAL AND CONSTRUCTION and before start of driveway install project arborist should communicate with contractor and see Construction Impact Prevention Guidelines sections D) in Report.	Preserve: Crown Clean removing deadwood 1/2" or greater, reduce over extended limbs, and/or install cabling configuration
30	Coast live Oak	<i>Quercus agrifolia</i>	Heritage	Neighbor Tree	16"	60%	40/30	Lean, over pruned	N/A	Significant due to proposed Driveway Location and water line installation	13.3'	Tree is near proposed driveway, recommend either elevating driveway on piers or a grade change with perforated pipes to feed root system. Protected area should extend to the edges of the critical root zone. Before construction Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line, during construction follow PRECAUTIONS DURING DEMOLITION/REMOVAL AND CONSTRUCTION and before start of driveway install project arborist should communicate with contractor and see Construction Impact Prevention Guidelines sections D) in Report.	Preserve: Crown Clean removing deadwood 1/2" or greater
31	Coast Live Oak	<i>Quercus agrifolia</i>	Heritage	Onsite 10 Maywood	25" measured above fence	85%	50/40	Lean Splits fence	\$10,443	Significant due to proposed Driveway Location and water line installation	20'	Tree is near proposed driveway, recommend either elevating driveway on piers or a grade change with perforated pipes to feed root system. Protected area should extend to the edges of the critical root zone. Before construction Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line, during construction follow PRECAUTIONS DURING DEMOLITION/REMOVAL AND CONSTRUCTION and before start of driveway install project arborist should communicate with contractor and see Construction Impact Prevention Guidelines sections D) in Report.	Preserve: Crown clean removing deadwood 1/2" or greater
32	Coast Live Oak	<i>Quercus agrifolia</i>	Heritage	Street Tree	Two Trunks split at grade 14.5"; 16.5" Diameter sqrt 51°2452°2 21.96"	55%	35/20	Split at grade, lean, powerline	\$4,286	Significant due to proposed Driveway Location and water line installation	18.3'	Tree is near proposed driveway, recommend either elevating driveway on piers or a grade change with perforated pipes to feed root system. Protected area should extend to the edges of the critical root zone. Before construction Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line, during construction follow PRECAUTIONS DURING DEMOLITION/REMOVAL AND CONSTRUCTION and before start of driveway install project arborist should communicate with contractor and see Construction Impact Prevention Guidelines sections D) in Report.	Preserve: Crown Clean removing deadwood 1/2" or greater, reduce crown 5', and cable codominate stems
33	Canary Island Date Palm	<i>Phoenix canariensis</i>	Heritage	Street Tree	24"	60%	20/18	Poor location under power line, potential fusarium wilt	\$3,569	Minor Due to proposed Driveway location and waterline installation	20'	Follow PRIOR TO CONSTRUCTION GUIDELINES: make sure to install tree protection fencing at dripline tying back into existing fence line and see Construction Impact Prevention Guidelines sections B) in Report.	Preserve: Crown Clean removing dead fronds and seed stalks



STAFF REPORT

Planning Commission

Meeting Date:

1/9/2023

Staff Report Number:

23-004-PC

Public Hearing:

Adopt a resolution determining that the abandonment of public utility easements along the rear of properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive is consistent with the General Plan and recommending that the City Council approve the requested abandonment

Recommendation

Staff recommends that the Planning Commission adopt a resolution determining that the abandonment of public utility easements along the rear of the properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive is consistent with the General Plan and recommending that the City Council approve the requested abandonment (Attachment A).

Policy Issues

The City is legally required to go through a multistep process as specified by the State of California Streets and Highways Code, Section 8300, in order to abandon public utility easements. The Planning Commission should consider whether the proposed abandonment is consistent with the General Plan. The City Council will consider the Commission's determination prior to taking final action on the request.

Background

In May 2020, the City issued a building permit for the construction of a new two-story, single-family residential home at 1701 Bay Laurel Drive. During the construction of the new residence, PG&E removed the existing overhead electric utilities located along the rear of the properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive, at the request of the property owners. New underground electric utilities were installed within the public right of way on Bay Laurel Drive to provide utility services to both 1701 and 1715 Bay Laurel Drive properties. A location map is included in Attachment B.

Analysis

The existing overhead utilities along the rear of the properties located at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive were removed. New underground utilities were installed on Bay Laurel Drive to provide utility services to both 1701 and 1715 Bay Laurel Drive properties. The applicant has obtained "no objection" letters for the easement abandonment from all relevant public utility agencies for both 1701 Bay Laurel Drive and 1715 Bay Laurel Drive.

Utility coordination

The City has received "no objection" letters from all relevant public utility agencies.

Abandonment procedure

According to City practice, the applicable abandonment procedure is a three-step process. The first step was completed on December 6, 2022, when the City Council adopted a resolution of intent to abandon the public utility easements (Attachment C). The resolution forwards the abandonment request to the Planning Commission for consideration at its January 9, 2023 meeting, and sets the time and date for the City Council public hearing as February 14, 2023, at 6 p.m. The Planning Commission should review the abandonment to determine if it is compatible with the City's general plan, and forward its recommendation to the City Council for approval of the abandonment at the public hearing. Staff would advertise notices of the public hearing in the newspaper and at the site in accordance with the requirements of the Streets and Highways Code. An affidavit of posting would then be filed with the city clerk. Should the utility agencies, affected parties, Planning Commission, and City Council consider the abandonment favorably, a resolution ordering the vacation and abandonment of the public utility easements along the rear of the properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive will be recorded.

General Plan consistency

The proposed abandonment would not conflict with the General Plan land use and circulation goals and policies. The Land Use and Circulation Elements of the General Plan do not contain specific goals or policies that directly address the proposed vacation. The proposed vacation would not appear to conflict with General Plan philosophy, which generally promotes orderly development, the maintenance of the City's economic vitality and fiscal health, the protection of people and property from exposure to health and safety hazards, and the minimization of adverse impacts of the development to the City's public facilities and services. Staff believes the proposal is consistent with the General Plan and staff recommends that the Planning Commission find that the proposed public utility easement abandonments are consistent with the General Plan.

Impact on City Resources

There is no direct impact on City resources associated with the actions in this staff report. The fee for staff time to review and process the abandonment has been paid by the applicant.

Environmental Review

The proposed public utility easement abandonment is categorically exempt from environmental review pursuant to Cal. Code of Regulations, Title 14, §15305 et seq. (Minor Alteration in Land Use Limitations).

Public Notice

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

Attachments

- A. Planning Commission resolution
 - Exhibits to Attachment A
 - A. Abandonment of public utility easements along the rear of properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive

Staff Report #: 23-004-PC

- B. Location map
- C. City Council resolution of intention to abandon

Report prepared by:
Edress Rangeen, Associate Engineer

Report reviewed by:
Ebby Sohrabi, Senior Civil Engineer
Corinna Sandmeier, Principal Planner

RESOLUTION NO. XXXX

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK DETERMINING THAT THE ABANDONMENT OF PUBLIC UTILITY EASEMENTS ALONG THE REAR OF PROPERTIES AT 1701 BAY LAUREL DRIVE AND 1715 BAY LAUREL DRIVE IS CONSISTENT WITH THE GENERAL PLAN AND RECOMMENDING THAT THE CITY COUNCIL APPROVE THE REQUESTED ABANDONMENT

WHEREAS, the City of Menlo Park (“City”) received an application requesting abandonment of existing public utility easements along the rear of properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive; and

WHEREAS, the proposed Project requests to abandon Public Utility Easements and have relocated them underground such that the Project Site is adequately served by the utilities, which requires a recommendation by the Planning Commission to the City Council; and

WHEREAS, the Planning Commission has considered the public utility easement abandonment along the rear of properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive shown in Exhibit A, which is attached and made apart thereto; and

WHEREAS, the Planning Commission reviewed the proposed public utility easement abandonment request and determined that the request complies with the General Plan goals, policies, and programs, and there have been no objections provided to the proposed abandonment by utility companies and easement holders; and

WHEREAS, the Project, requires discretionary actions by the City as summarized above, and therefore the California Environmental Quality Act (“CEQA”) Public Resources Code Section §21000 et seq.) and CEQA Guidelines (Cal. Code of Regulations, Title 14, §15000 et seq.) require analysis and a determination regarding the Project’s environmental impacts; and

WHEREAS, the City is the lead agency, as defined by CEQA and the CEQA Guidelines, and is therefore responsible for the preparation, consideration, certification, and approval of environmental documents for the Project; and

WHEREAS, the Project is categorically except from environmental review pursuant to Cal. Code of Regulations, Title 14, §15305 et seq. (Minor Alternation in Land Use Limitations); and

WHEREAS, all required public notices and public hearings were duly given and held according to law; and

WHEREAS, at a duly and properly noticed public hearing held on January 09, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the Project.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission hereby resolves as follows:

1. The Project is categorically exempt from environmental review pursuant to Cal. Code

of Regulations, Title 14, §15305 et seq. (Minor Alteration in Land Use Limitations).

2. The Planning Commission hereby finds that the public utility easement abandonment would be compatible with orderly development, because the easements to be vacated are not necessary for public use and there have been no objections to the abandonment proposal.
3. The Planning Commission hereby finds that the proposed public utility easement abandonment along the rear of properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive shown in Exhibit A is consistent with the General Plan and recommends that the City Council approve the requested abandonment as proposed.

SEVERABILITY

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

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on July 25, 2022 by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 9th day of January, 2023.

Corinna Sandmeier
Principal Planner and Planning Commission Liaison
City of Menlo Park

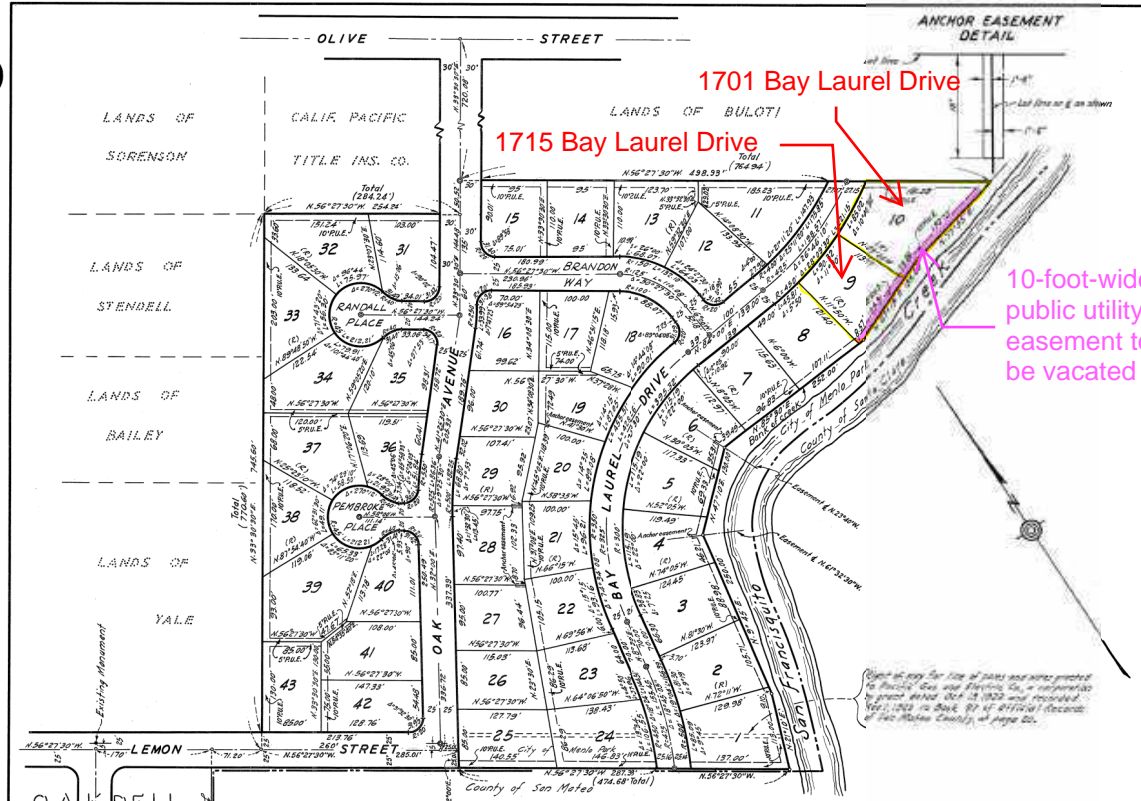
Exhibits:

- A. Abandonment of public utility easements along the rear of properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive

EXHIBIT A - Abandonment of public utility easement at the rear side of the properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive

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OWNER'S CERTIFICATE

Ross H Chamberlain Ltd, a corporation, hereby certifies that it is the owner of or has some right title or interest in and to the real property included within the subdivision shown upon this map and that it is the only party whose consent is necessary to pass a clear title to said property and hereby by consent to the making of said map and subdivision as shown within the boundaries and hereby dedicates to public use all streets, avenues, Ways, Drives and Places and easements for public utilities, under or over or on those certain strips of land designated as "public utilities easements" (EASE) as shown on said map within said subdivision, reserving of land to be kept open and free from buildings and structures of any kind.

ROSS H CHAMBERLAIN Ltd., a corporation.
Ross H Chamberlain President
M. E. Flynn Secretary

ACKNOWLEDGMENT

STATE OF CALIFORNIA, ss.
 COUNTY OF SAN MATEO, ss.
 On this 23 day of March, 1948 before me, *Willa Krieste*, a Notary Public in and for the County of San Mateo, State of California, duly commissioned and sworn, personally appeared *Ross H Chamberlain* and *M. E. Flynn*, known to me to be the President and Secretary respectively of *Ross H Chamberlain Ltd*, a corporation, the Corporation that executed the within instrument and known to me to be the persons who executed the same on behalf of the Corporation, named hereon, and acknowledged to me that said corporation executed the same.
 IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year in this certificate first above written.
 My Commission Expires *November 10, 1951*
Willa Krieste
 Notary Public in and for the County of San Mateo, State of California.

CERTIFICATE OF ENGINEER

I, *H.C. Armitage*, hereby certify that I am a Registered Civil Engineer of the State of California, that this map consisting of one sheet, correctly represents a survey made under my supervision during the month of March, 1948, that the survey is true and complete as shown, that all of the monuments shown thereon actually exist and their positions are correctly shown and that said monuments are sufficient to enable the survey to be retraced.
 Dated: *March 23, 1948* Registered Civil Engineer Certificate No. 1704

CERTIFICATE OF CITY ENGINEER

I, *Edwin H. Smith*, City Engineer of the City of Menlo Park, hereby certify that I have examined the within map and find it to be substantially the same as the tentative map, that all provisions of the law have been complied with and that I am satisfied that said final map is thoroughly correct.
Edwin H. Smith
 City Engineer of the City of Menlo Park.

STANFORD CREEK
MENLO PARK
SAN MATEO COUNTY, CALIF.

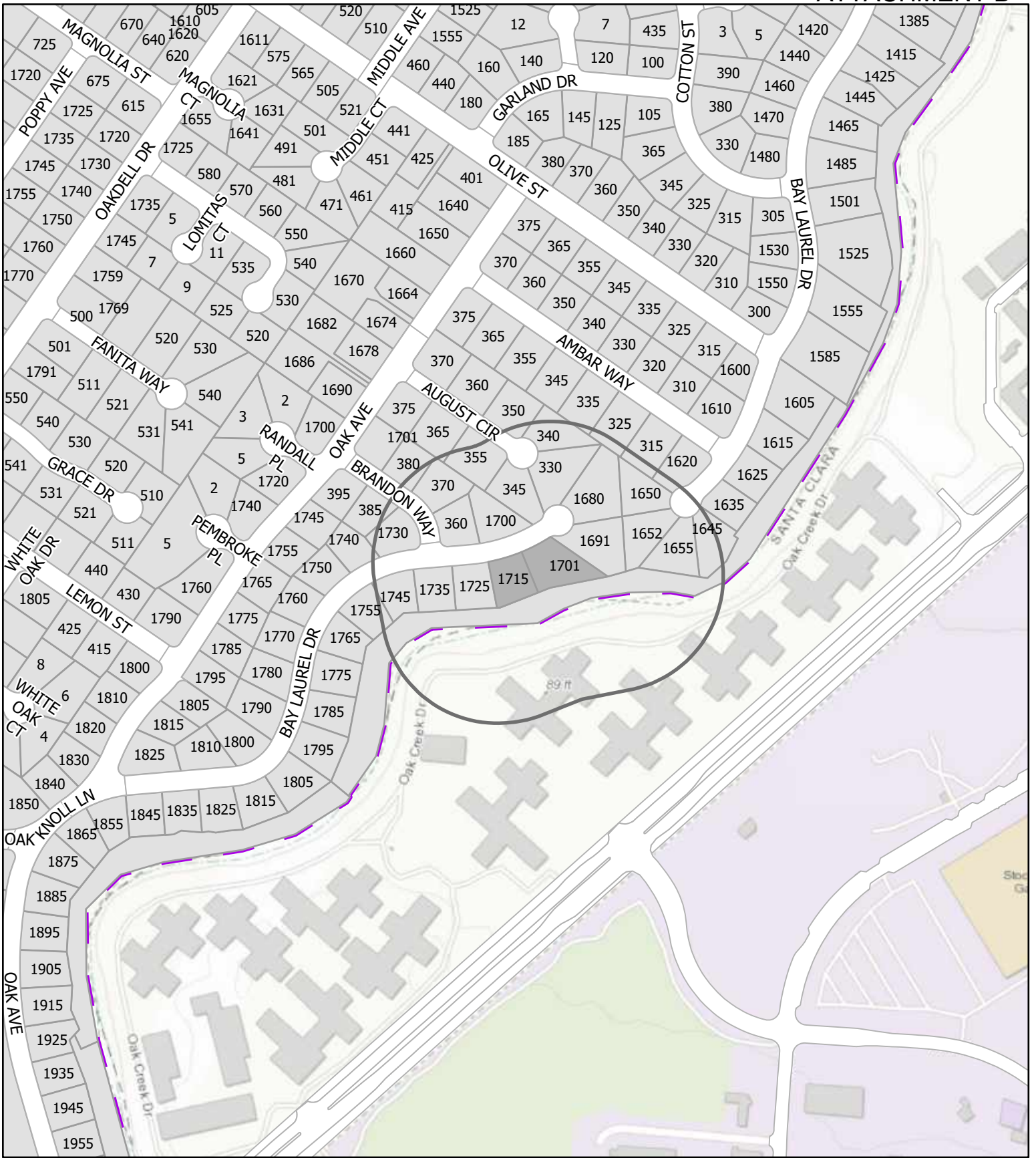
SUBDIVISION OF A PORTION OF THE 'MARTIN TRACT MENLO PARK'
 SCALE 1"=100' MARCH, 1948
 H.C. ARMITAGE CIVIL ENGINEER

BASIS OF BEARINGS NOTE
 The bearing of Lemon Street as shown on map of Oakdell Manor, Menlo Park, San Mateo County, Calif., recorded in Map Book 28 at page 15, has been taken as the basis of bearings shown on this map.
 All distances shown in feet and decimals thereof.
 © Indicates Iron Bolt in Pavement.
 The blue border indicates the boundaries of the land subdivided by this map.

RECORDER'S CERTIFICATE
 File No. 24789-21
 Filed for record at the request of California Pacific Life Insurance Company this 2 day of April, 1948, at 11:33 minutes past 3 A.M. of which is Volume 29 of Maps, at page 2. Recorder of San Mateo County, California.
W. Rice
 County Recorder of the County of San Mateo.

CERTIFICATE OF CITY CLERK
 I, *Margaret A. Becker*, City Clerk and ex-officio Clerk of the City Council of the City of Menlo Park, hereby certify that the City Council of the City of Menlo Park, State of California, by a resolution adopted at a regular meeting of said Council, duly convened and held on this 23 day of March, 1948, did approve the within map and did accept on behalf of the public all parcels of land offered for dedication for public use.
Margaret A. Becker
 City Clerk and ex-officio Clerk of the City Council of the City of Menlo Park.

10-foot-wide public utility easement to be vacated



CITY OF
MENLO PARK

CITY OF MENLO PARK

LOCATION MAP

1701 AND 1715 BAY LAUREL DRIVE

Scale: 1:4,000

Drawn By: ER

Checked By: CDS

Date: 1/9/2023



RESOLUTION NO. 6796

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK
DECLARING THE INTENTION OF SAID CITY TO ABANDON TWO 10-
FOOT-WIDE PUBLIC UTILITY EASEMENTS ALONG THE REAR OF
PROPERTIES AT 1701 BAY LAUREL DRIVE AND 1715 BAY LAUREL
DRIVE**

WHEREAS, the City Council of the City of Menlo Park has considered the abandonment of public utility easements within the properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive shown in Exhibit A, which is attached and made apart thereto; and

WHEREAS, the Planning Commission is tentatively scheduled to review the proposed abandonment for consistency with the City’s General Plan at its meeting on January 9, 2023; and

WHEREAS, pursuant to Streets and Highways Code section 8320(a), the City Council will hold a Public Hearing tentatively scheduled for February 14, 2023 as required by law to determine whether said public utility easements shall be abandoned.

NOW, THEREFORE, BE IT RESOLVED, that a Resolution of Intention of the City Council of the City of Menlo Park does hereby propose the abandonment of public utility easements within the properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive.

I, Judi A. Herren, City Clerk of Menlo Park, do hereby certify that the above and foregoing City Council resolution was duly and regularly passed and adopted at a meeting by said City Council on the sixth day of December, 2022 by the following votes:

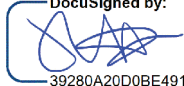
AYES: Mueller, Nash, Taylor, Wolosin

NOES: None

ABSENT: Combs

ABSTAIN: None

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this sixteenth day of December, 2022.

DocuSigned by:

39280A20D0BE491...

Judi A. Herren, City Clerk

Exhibits:

- A. Abandonment of public utility easement along the rear of the properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive

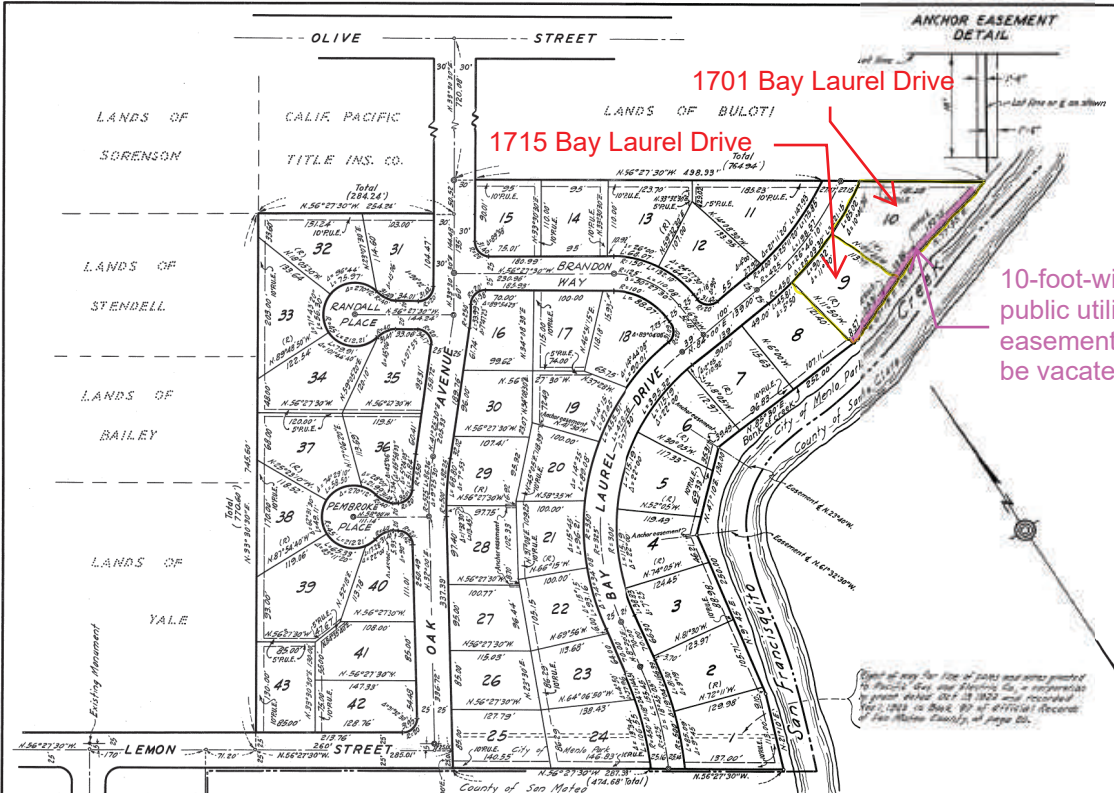
Abandonment of public utility easement at the rear side of the properties at 1701 Bay Laurel Drive and 1715 Bay Laurel Drive

Resolution No. 6796

Page 2 of 2

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10-foot-wide public utility easement to be vacated

OWNER'S CERTIFICATE

Ross H Chamberlain Ltd, a corporation, hereby certifies that it is the owner of or has some right title or interest in and to the real property included within the subdivision shown upon this map and that it is the only party whose consent is necessary to pass a clear title to said property and here by consents to the making of said map and subdivision as shown within the boundaries and hereby dedicates to public use all streets, avenues, Ways, Drives and Places and easements for public utilities, under no other than certain strips of land designated as "public utilities easements" (EASE) as shown on said map within said subdivision, reserving of land to be kept open and free from buildings and structures of any kind.

ROSS H CHAMBERLAIN Ltd., a corporation.
 By *Ross H Chamberlain* President and *M. E. Flynn* Secretary

ACKNOWLEDGMENT

STATE OF CALIFORNIA, ss.
 COUNTY OF SAN MATEO, ss.
 On this 23 day of March, 1948 before me, *Willie Krieste*, a Notary Public in and for the County of San Mateo, State of California, duly commissioned and sworn, personally appeared *Ross H Chamberlain* and *M. E. Flynn*, known to me to be the President and Secretary respectively of *Ross H Chamberlain Ltd*, a corporation, the Corporation that executed the within instrument and known to me to be the persons who executed the same on behalf of the Corporation, named therein, and acknowledged to me that said corporation executed the same.
 IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year in this certificate first above written.
 My Commission Expires *November 10, 1951*
Willie Krieste
 Notary Public in and for the County of San Mateo, State of California.

CERTIFICATE OF ENGINEER

H. C. Armitage, hereby certifies that I am a Registered Civil Engineer of the State of California, that this map consisting of one sheet, correctly represents a survey made under my supervision during the month of March, 1948, that the survey is true and complete as shown, that all of the monuments shown thereon actually exist and their positions are correctly shown and that said monuments are sufficient to enable the survey to be retraced.
 Dated *March 23, 1948* Registered Civil Engineer Certificate No. 1704

CERTIFICATE OF CITY ENGINEER

Edwin H. Smith, City Engineer of the City of Menlo Park, hereby certifies that I have examined the within map and find it to be substantially the same as the tentative map, that all provisions of the law have been complied with and that I am satisfied that said final map is technically correct.
Edwin H. Smith
 City Engineer of the City of Menlo Park.

BASIS OF BEARINGS NOTE
 The bearing of Lemon Street as shown on map of Oakdell Manor, Menlo Park, San Mateo County, Calif., recorded in Map Book 28 at page 15, was taken as the basis of bearings shown on this map.
 All distances shown in feet and decimals thereof.
 © Indicates Iron Bolt in Pavement.
 The blue border indicates the boundaries of the land subdivided by this map.

RECORDER'S CERTIFICATE
 File No. 24789-21
 Filed for record at the request of California Pacific Title Insurance Company this 2 day of April, 1948, at 11:33 minutes past 3 A.M., of which is Volume 28 of Maps, at page 2, Records of San Mateo County, California.
Willie Krieste
 County Recorder of the County of San Mateo.

CERTIFICATE OF CITY CLERK
 I, *Margaret A. Becker*, City Clerk and ex-officio Clerk of the City Council of the City of Menlo Park, hereby certify that the City Council of the City of Menlo Park, State of California, by a resolution adopted at a regular meeting of said Council, duly convened and held on this 23 day of March, 1948, did approve the within map and did accept on behalf of the public all parcels of land offered for dedication for public use.

Margaret A. Becker
 City Clerk and ex-officio Clerk of the City Council of the City of Menlo Park.

STANFORD CREEK

MENLO PARK

SAN MATEO COUNTY, CALIF.

SUBDIVISION OF A PORTION OF THE MARTIN TRACT MENLO PARK
 SCALE 1"=100'
 H. C. ARMITAGE CIVIL ENGINEER
 MARCH, 1948



STAFF REPORT

Planning Commission

Meeting Date:

1/9/2023

Staff Report Number:

23-005-PC

Public Hearing:

Consider and make a recommendation to City Council on an ordinance to amend Title 15 and Title 16 of the Menlo Park Municipal Code to comply with Senate Bill 9 for urban lot splits and two-unit developments

Recommendation

Staff recommends that the Planning Commission adopt a resolution recommending that the City Council approve an Ordinance amending Titles 15 and 16 of the Menlo Park Municipal Code (Attachment A) in order to make City regulations consistent with applicable California law regarding urban lot splits and two-unit developments on single-family-zoned parcels. The draft Ordinance is included as Attachment B.

Policy Issues

The Zoning Ordinance (Title 16) and Subdivision Ordinance (Title 15) amendments would ensure that the Municipal Code would be in compliance with relevant State regulations, specifically Senate Bill 9 (The California H.O.M.E Act). The amendments would also support Housing Element Policies H4.1 (Housing Opportunity Areas), H4.2 (Housing to Address Local Housing Needs), and H4.4 (Variety of Housing Choices), which encourage exploring options to provide a mix of housing types in order to meet the City's housing needs and obligations. If the City does not have an ordinance in place relating to urban lot splits and two-unit developments when it receives a permit to subdivide a single-family-zoned parcel or develop a two-unit project, the local agency must accept the application and approve or disapprove the application ministerially without discretionary review pursuant to Government Code § 66411.7(a) and § 65852.21(a).

Background

Senate Bill 9 (SB9) was signed by the Governor in 2021 and became effective on January 1, 2022. The law adds sections § 65852.21, and § 66411.7 to the Government Code to allow for housing developments containing no more than two residential units within a single-family residential zone and urban lot splits, with some exceptions. Any existing municipal codes that do not meet the requirements of SB 9 are considered null and void. In the absence of local standards that are consistent with SB 9, local jurisdictions may only utilize the standards established in state law for the approval of SB 9 urban lot splits and two-unit developments.

In December 2021 the City Council voted affirmatively to adopt a resolution directing the City Manager and City Attorney to draft interim guidelines for the implementation of SB 9. In January 2022, staff published a set of guidelines providing interim development standards while staff developed an SB 9 ordinance. The guidelines established objective standards based on the minimum requirements enumerated in the text of SB 9. In particular, the interim guidelines established a floor area limit (FAL) of 1,600 square feet on lots less than 5,000 square feet in area since the current Zoning Ordinance requires the Planning Commission

to use discretion to establish the FAL through a use permit. Other standards included a minimum parking requirement of one space per unit, minimum four-foot side and rear setbacks, and a maximum of four units, inclusive of ADUs, with a qualifying lot split, allowed on a single-family property.

In addition to the interim standards, the City Council directed staff to evaluate a requirement for one unit to be deed restricted to low or moderate income households to help achieve City Regional Housing Needs Allocation (RHNA) targets, and to publish the guidelines in Spanish. The City changed website platforms in 2022, which allows users to select their preferred language, including Spanish, achieving this City Council directive.

In general, SB 9 is intended to increase the housing stock in urbanized areas where single-family zoning districts may have otherwise precluded higher density developments. SB 9 provides another strategy to address the housing affordability crisis. The urban lot split and two-unit development regulations would apply to all single-family zoning districts within the city, and would allow up to four primary dwelling units where one primary dwelling unit was previously allowed. This would be an allowed increase of one total dwelling unit over existing zoning regulations relating to accessory dwelling units (ADUs), where up to three dwelling units are allowed on a single-family-zoned property (one primary dwelling unit and up to two ADUs). The SB 9 regulations are intended to work in concert with existing ADU laws to allow flexibility in the size and type of housing units available in the city. However, per the allowances in the text of SB 9, the City may include a provision in the implementing ordinance that limits housing developments to four units on an existing single-family lot. Finally, similar to the City's regulations for ADUs, new units developed under the SB 9 regulations would not be permitted to be used as short term rentals (e.g. AirBnB), and any rental of a unit developed under SB 9 would be for a term longer than 30 days.

Planning Commission study session

On July 25, 2022, the Planning Commission conducted a study session to review preliminary design standards staff developed to include in an implementing ordinance. Staff sought feedback from the Commission on standards including floor area and building coverage limits, setbacks and stepbacks, as well as other design and materials elements. The Planning Commission generally showed support for the intent of SB 9, and for the following standards:

- Maximum floor area ratio of .56 (minimum 1,600 square feet of allowable floor area) for lots less than 5,000 square feet in area;
- Allowance for zero lot line development (seemingly connected structures with no setback from the property line, provided the structures are properly fire rated); and
- Setbacks and second floor stepbacks.

The Commission generally expressed concerns regarding the amount of paving that could be located in the front yard to accommodate required parking. The Commission generally did not support standards that would increase the cost or make it too onerous for owners to be able to develop SB 9 projects, but some commissioners showed support for implementing limited design standards. Individual Commissioners provided comments on design and materials (e.g. window and siding requirements) but the Commission did not provide direction on whether or not to include the requirements.

Staff received written comments for the study session from three people, generally showing support for

more restrictive daylight planes and regulations meant to protect the privacy and solar access of neighbors. There were three public commenters at the meeting who generally expressed support for relaxing regulations and not imposing new design regulations that would limit design options and potentially make a project more expensive and difficult to design, particularly if those regulations did not already exist in single-family zoning districts.

Hyperlinks to the study session staff report and minutes are included as Attachments C and D, respectively. The sections below reiterate the development standards discussed at the July 25, 2022 study session, state whether or not the proposed standard has changed since the study session, and how the recommended changes address direction provided to staff. Staff initiated changes are also discussed in this report.

Analysis

Senate Bill 9 minimum requirements

Effective January 1, 2022, SB 9 added California Government Code § 66411.7 and California Government Code § 65852.21 to require local jurisdictions to allow subdivision of single-family zoned properties, otherwise known as urban lot splits, and to allow two-unit developments on each of the two new lots. The statute requires that these developments be reviewed ministerially, without any discretionary review, provided the proposed development and/or lot split complies with objective standards. A link to the Statute language is included as Attachment E, and SB 9 standards and requirements are summarized below.

Urban Lot Splits. State law imposes the certain standards on the subdivision of a single-family-zoned property under SB 9. Generally, urban lot splits are intended to create no more than two new single-family lots of approximately equal size. Therefore, lots subdivided under SB9 must be a minimum of 40 percent of the original lot area and have a minimum lot size of 1,200 square feet unless the local jurisdiction adopts a smaller minimum lot size. Local jurisdictions may implement additional objective subdivision standards, provided that the regulations would not preclude the development of two dwelling units of at least 800 square feet in size.

Senate Bill 9 exempts certain types of properties from the urban lot split provisions. Properties subject to certain types of hazards (e.g. fire or flooding) are prohibited from being subdivided, unless the local jurisdiction has adopted standards, such as compliance with FEMA standards for developments in the flood zone, that would reduce the risk of these hazards. Additionally, lots that are subject to local rent control measures or Below Market Rate (BMR) housing deed restrictions are prohibited from being subdivided under SB 9. SB 9 is intended to protect renter-occupied housing, and therefore, lots with dwelling units that have been renter-occupied within the last three years may not be subdivided.

Finally, urban lot splits are intended to be initiated by individual property owners, not real estate developers, so SB 9 includes a requirement for the applicant to sign an affidavit stating that they intend to occupy one of the units as their primary residence for a minimum of three years.

Proposed Menlo Park standards for urban lot splits

The proposed ordinance would amend Title 15 to implement SB 9 urban lot split requirements. Chapter 15.31 would detail the process by which an applicant can apply for an urban lot split, and the process the City would take to review, approve, and record the lot split. The chapter would not establish new subdivision

standards, but would reference the proposed SB 9 zoning chapter which includes standards such as minimum lot size and dimensions, which are detailed below.

Two-Unit Developments (also known as “urban duplexes.”) SB 9 also establishes the following minimum development standards for two-unit developments:

1. Floor area limit of at least 1,600 square feet (two 800-square-foot units);
2. Four-foot side and rear setbacks; and
3. No more than one required parking space per unit unless the parcel is located within one-half mile walking distance of either a high-quality transit corridor, as defined in subdivision (b) of Section 21155 of the Public Resources Code, or a major transit stop, as defined in Section 21064.3 of the Public Resources Code, or there is a car share vehicle located within one block of the parcel.

The City may not impose objective zoning standards, objective subdivision standards, and objective design standards that would have the effect of physically precluding the construction of up to two units or that would physically preclude either of the two units from being at least 800 square feet in floor area.

Proposed Menlo Park standards for two-unit developments

Government Code § 65852.21 allows for local jurisdictions to impose objective design standards provided that in no case shall the standards physically preclude an applicant from constructing two dwelling units of at least 800 square feet, or in the case of an urban lot split, two 800-square-foot units on each of the two new lots. Staff has developed recommended standards intended to comply with the provisions of Government Code § 65852.21 while maintaining community character and incentivizing smaller, potentially more affordable units. Characteristics of the proposed standards are described in the following sections. Updated example development projects are included as Attachment F to demonstrate potential designs that comply with the proposed standards. The examples are intended to be illustrative, and do not include every possible site layout.

Lot dimensions

As mentioned above, SB 9 only establishes a minimum lot area, both in terms of overall lot area and a minimum proportion of the original lot size. Cities may impose additional standards on lot dimensions. Staff presented the following lot width standards at the study session:

1. Minimum lot width – 25 feet
2. Minimum 40 percent of original lot width
3. For panhandle lots - minimum panhandle width of 20 feet

After review, the Commission expressed concerns with mandating a minimum lot width of 25 feet in the event that an existing lot is less than 50 feet in width and would not be able to achieve the minimum lot width on a side-by-side lot split. Staff has removed the minimum width of 25 feet, and instead the standard would require any lot with a width less than 65 feet to have a 50-50 lot split in the event of a side-by-side lot split. Lots with a lot width of 65 feet or greater seeking a side-by-side split would maintain a minimum lot width of 40 percent of the original lot width. Staff believes this is the appropriate direction to avoid creating lots that are too narrow to feasibly construct housing.

The proposed standards do not include a minimum lot depth, providing the flexibility to create new panhandle lots. The Planning Division coordinated with the Menlo Park Fire Protection District, Engineering Division, and Transportation Division to ensure that the panhandle width and driveway/access design meets the Subdivision Ordinance, parking stalls and driveway design guidelines, and the Fire District’s access

requirements.

Setbacks and setbacks

Under SB 9, local jurisdictions are required to allow new residences to be constructed with a four-foot rear and side setback. The recommended standards would allow for the first floor to be constructed at a four-foot side and rear setback, but would require a second-story “stepback” equal to the side and rear setback of the underlying zoning district. The front setback in the underlying zoning district would be applicable to the developments, unless the front lot line of a new panhandle lot is the rear lot line of the front lot, in which case the recommended four-foot setbacks would be applicable. Additionally, corner lots which are subdivided along the street side would have their own unique setbacks to accommodate the street side becoming a front. In order to provide flexibility in design, staff proposes to allow no setback or stepback requirements for “connected” structures at new interior property lines (zero lot line development), provided the structures meet applicable building and fire codes. Table 1 details the proposed setback requirements in each single-family zoning district and for corner lots split along the street side.

In general, the Commission agreed with the setback and setback requirements during the study session, and therefore these proposed standards have not been modified. However, staff identified that additional standards were necessary to regulate corner lots that subdivide along the street side property line, creating a new front property line. Upon analysis, staff determined that for smaller lots, applying the standard 20-foot front setback to the new property, in addition to a 20-foot rear second-story stepback would likely make it physically impossible to accommodate two units of 800 square feet. Staff analyzed maintaining the setbacks of the original (un-subdivided) lot and applying a four-foot front setback to the new front, which would be consistent with the allowed four-foot side setback allowed for the original lot. In this scenario, staff determined that a four-foot front setback would be a large departure from the existing 20-foot front setback in single-family zoning districts. Therefore, staff recommends that the front setback be set at 12 feet for corner lot subdivisions where a street side becomes a front, which is consistent with the existing street side setback on most single-family-zoned corner lots. Staff recommends that the second story rear stepback be 10 feet, to allow some flexibility for the second story while providing additional privacy protections for the rear (formerly side) neighbor. Example drawing 1D shows a possible footprint of a corner lot development with the proposed setbacks. The City’s consulting architect has indicated that the 12-foot front setback combined with the 10-foot rear second-story step back could add potential constraints to the lot, and may lead to boxy designs. However, staff believes this requirement would result in development patterns that are consistent with the existing neighborhood development patterns with limited additional constraints on the development potential.

Table 1: Proposed Setback and Stepback Requirements

Zoning District	Front: First Floor (feet)	Front: Second Floor (feet)	Rear: First Floor (feet)	Rear: Second Floor (feet)	Side: First Floor (feet)	Side: Second Floor (feet)
R-1-U	20	20	4	20	4	10 percent of lot width (minimum five feet)
R-1-U (LM)	20	20	4	20	4	5 (or 3 feet with neighbor approval)
R-1-S	20	20	4	20	4	10
R-1-S (FG)	20	20	4	20	4	10
R-E-S	20	20	4	20	4	25 feet total with minimum 10 feet
R-E	20	20	4	20	4	30 feet total with minimum 10 feet
Corner lots split along street side	12	12	4	10	4	Consistent with underlying zoning district side setback

Floor area limit and maximum building coverage

Under current zoning regulations, single family lots with lot areas less than 5,000 square feet require Planning Commission approval of a use permit to establish a floor area limit (FAL). Under SB 9, the City is not allowed to require discretionary review for new developments that comply with objective design standards and must establish those objective design standards, including a FAL. Additionally, the objective standards must not preclude the development of two dwelling units of at least 800 square feet, i.e. a minimum of 1,600 square feet per lot. It is anticipated that projects proposed under the new urban lot split regulations would result in lots less than 5,000 square feet in area, particularly in the R-1-U zoning district. Therefore, the ordinance would establish a new FAL for lots less than 5,000 square feet.

When use permits have been required to establish the floor area limit on small lots, staff has historically provided applicants with the guidance that the maximum floor area limit staff generally supports would be 56 percent of the lot area, or a ratio of .56. This figure comes from the minimum base FAL for single-family zoning districts, where lots between 5,000 and 7,000 square feet are allowed a maximum FAL of 2,800 square feet (2,800 square feet/5,000 square feet = .56). The recommended standards would codify this .56 ratio to establish the maximum FAL for lots less than 5,000 square feet, provided that the maximum FAL would at no point be less than 1,600 square feet. New lots created by an urban lot split that are 5,000 square feet or greater in area would be subject to the maximum FAL applicable to the underlying zoning district. Additionally, in order to comply with state law, if an applicant proposes to maintain the existing residence, the maximum FAL would be the area of the existing house plus 800 square feet.

Similar to existing regulations in single-family zoning districts, maximum building coverage would be tiered depending on whether the development is one or two stories. The recommended building coverage limits are as follows:

1. One-story developments - equal to the maximum building coverage of the underlying zoning district

- or the calculated FAL plus 200 square feet, whichever is greater.
- 2. Two-story developments - 30 percent of the lot area or 1,000 square feet, whichever is greater.

Although these recommended building coverage limits could result in greater building coverage square footage than is currently allowed on single-family properties, they are designed to ensure that at a minimum, two 800-square foot units could be developed in either a one- or two-story design, compliant with state law, and to provide flexibility for non-floor-area structures such as covered porches and trellises. Table 2 illustrates sample FAL and maximum building coverage limits for potential lot sizes after lot splits. The Planning Commission should provide feedback on the recommended maximum floor area limit on lots smaller than 5,000 square feet in area.

Lot area	Floor area limit (FAL)	Maximum building coverage (one-story development)	Maximum building coverage (two-story development)
2,500 sf	1,600 sf	1,800 sf	1,000 sf
3,500 sf	1,960 sf	2,160 sf	1,050 sf
5,000 sf	2,800 sf	3,000 sf	1,500 sf

At the study session, the Commission generally agreed with the proposed floor area limit and building coverage standards, and therefore, the proposed standards have not changed.

Unit size

At a state level, the intent of SB 9 is to provide additional home ownership opportunities and provide more tools for cities to use to address the state-wide housing shortage and lack of affordable units. SB 9 allows up to two primary dwelling units per single-family lot, but does not limit the size of an individual unit. SB 9 does not prohibit cities from establishing a maximum unit size, as long as the size limit is not smaller than 800 square feet. In order to promote development of smaller, potentially more affordable units, the recommended standards would impose the following maximum unit sizes for new primary dwelling units:

1. For properties with a FAL of 2,000 square feet or less: The maximum unit size would be FAL minus 800 square feet. This ensures that two units of at least 800 square feet could be constructed.
2. For properties with a FAL of greater than 2,000 square feet: The maximum unit size would be 60 percent of the maximum FAL. This promotes two similarly-sized units, but provides flexibility to develop diverse housing options.

Table 3 shows potential unit sizes on lots with varying floor area limits.

Lot size	FAL (sf)	50/50 Floor area split		Maximum floor area split	
		Unit 1 (sf)	Unit 2 (sf)	Unit 1 (sf)	Unit 2 (sf)
2,500 sf	1,600	800	800	800*	800
3,500 sf	1,960	980	980	1,160*	800
5,000 sf	2,800	1,400	1,400	1,680**	1,120**

*Unit size split based on maximum size of FAL minus 800 square feet

**Unit sizes split based on maximum unit size of 60 percent FAL (60/40 floor area split)

During the study session, some commissioners were wary that a maximum unit size would disincentivize SB 9 developments. Others commented that smaller units were preferable to one unit with the maximum amount of floor area. Staff believes that implementing a maximum unit size is in line with the spirit of SB 9 because it would create smaller units, which are generally less expensive to rent or purchase than larger units. Staff believes that the smaller units would create more “missing middle” housing opportunities for residents who may find it difficult to afford a large single-family home, but require more space than a small ADU. Therefore, staff has maintained the maximum unit size regulation in the proposed ordinance. Additionally, staff has removed the ability for applicants to apply for a use permit to incorporate all available floor area into a single unit. The Planning Commission may wish to consider whether or not an applicant should be allowed to consolidate floor area into a single unit and make a recommendation to City Council.

Parking

Under current zoning regulations, a new primary dwelling unit requires two parking spaces, one of which must be covered in a garage or carport, and uncovered spaces may not be located in front or side setbacks, and may not be in tandem with required covered parking spaces. SB 9 states that local jurisdictions may only require up to one parking space per unit, but is silent on whether or not cities can require the parking spaces to be covered. Additionally, SB 9 states that cities cannot require parking when the parcel is located within one-half mile walking distance of either a high-quality transit corridor, as defined in subdivision (b) of Section 21155 of the Public Resources Code, or a major transit stop, as defined in Section 21064.3 of the Public Resources Code, or there is a car share vehicle located within one block of the parcel.

The standards presented at the study session would establish a minimum parking rate of one space per unit, unless exempted by state law, and allow the parking space to be uncovered and located in the front and side setbacks. The parking spaces would not have been allowed to be tandem with other parking spaces, but would have been allowed in the front setback. The Commission expressed concerns over the amount of paving in the front yard that would be required to accommodate the parking requirements. The Commission offered suggestions of creating regulations that would limit paving in the front yard, or remove the requirement to provide parking spaces altogether.

Staff has evaluated the parking issue and updated the proposed standards to address the Commission’s concerns. Generally, the option to remove parking altogether was discussed, however staff maintained the requirement for one parking space per unit. Some properties, primarily in the Allied Arts neighborhood, would be exempt from providing required parking due to their proximity to transit corridors. Additional properties in the Willows and Belle Haven neighborhoods could be exempt in the future if transit service along Willow Road is improved to meet the definition of a high quality transit corridor. A map showing the location of properties that would be exempt from providing required parking is included as Attachment G. However, given the prohibition of overnight on-street parking, staff believes that applicants would continue to provide on-site parking for residents. Therefore, the following standards are proposed to regulate the amount of paving in the front yard in order to maintain the community character. The standards would apply regardless of whether or not parking is required:

- One required parking space per unit, unless exempt under state law;
- Required parking spaces may be in tandem with other required parking spaces;
- Maximum of one parking space per lot allowed within the front setback;
- Paved area for parking and driveways shall not exceed 40 percent of the front setback area, with a maximum of 20 feet of paving width regardless of lot width;

- Minimum 50 percent of the front setback area must be landscaped. The draft ordinance includes an allowance for paved walkways within the landscape area, but paths and walkways must not be contiguous to the driveway and would need to be some form of decorative pavers to distinguish it from the driveway.

If applicants wish to provide covered parking spaces, the covered parking space would be required to meet the parking stalls and driveway design guidelines minimum interior clear dimension requirement of 20 feet in depth by 10 feet in width, and the area would be counted towards the maximum FAL on the lot, consistent with the definition of floor area (Section 16.04.313).

Building massing

The maximum height for a project developed under the recommended regulations would be 28 feet, consistent with existing zoning regulations for lots less than 20,000 square feet in single-family districts. Staff initially proposed that the daylight plane requirement be set at 12 feet, six inches above the required four-foot side setback line, and in at a 45-degree angle for both one- and two-story developments. The Commission expressed some support for a lower daylight plane than what is currently allowed in single-family zoning districts.

Upon further discussion, staff recommends that the daylight plane for SB 9 projects be taken at a point 14 feet above average natural grade of the setback line. Staff determined that the 12-foot-six-inch daylight plane requirement would significantly limit the amount of buildable space on the second floor and would likely limit design options. As a result, the lower daylight plane also effectively forces more floor area to be located on the first floor. A daylight plane height of 14 feet would allow for more flexibility in design by allowing slightly more floor area to be located on the second floor, creating more area for landscaping and open space at the ground level. Staff believes this is the appropriate height as it is more restrictive than the existing daylight plane regulations on most single-family properties, as well as for ADUs where there is no daylight plane requirement, but allows for developments to be designed with more flexibility and variety of designs. Table 4 illustrates existing daylight plane regulations for different types of developments, as well as the proposed daylight plane requirement.

Table 4: Existing Daylight Plane Regulations (height above side setback line)		
Type of development	One-story development	Two-story development
Single-family residence	12 feet, 6 inches	19 feet, 6 inches
Accessory buildings and structures	9 feet, 6 inches (3-foot setback)	N/A
ADUs	None (effectively 16 feet)	None (effectively 16 feet)
SB 9 Developments	14 feet	14 feet

Staff retained the new rear daylight plane requirement presented at the study session, but also increased the height to 14 feet. Similar to the side daylight plane, the 14-foot height would be more restrictive than an ADU, which does not have any daylight plane requirements. The second floor rear stepback requirement would help alleviate potential visual impacts to neighboring properties to the rear.

No daylight planes would be required for zero lot line developments at newly-created interior lot lines. In most cases, the proposed daylight plane would require applicants to either step proposed second floors back further than what is required, reduce the height of the proposed structures, and/or develop lots with single-story dwelling units.

Revised example development 1A illustrates how slightly increasing the height of the daylight plane allows for a more traditional style, compared to the 12-foot-six-inch daylight plane (included in the study session staff report attachments), but still requires increased setbacks for the second floor.

Privacy and architectural design

With the exception of a few regulations in the R-1-U (LM) (Single Family Urban Residential (Lorelei Manor)) zoning district, current zoning regulations in single-family districts do not include standards related to architectural characteristics of the residence or privacy not related to balconies. Architectural review and consideration of privacy impacts of new two-story, single-family homes has historically been reserved for the Planning Commission when a use permit is required. However, since new projects proposed under SB 9 that comply with the proposed objective development standards, including new two-story developments, would not be subject to Planning Commission review, the recommended standards were introduced to the Commission at the study session. The standards were based on comments that historically have been commonly made by the Planning Commission, and included standards that would regulate design characteristics, including the type of materials that could be used for certain elements.

Individual commissioners provided a variety of feedback on the design regulations. In general, the Commission did not feel it was appropriate to mandate certain materials, such as metal or wood windows, stating that requiring higher quality materials may make projects cost-prohibitive. Therefore, staff removed these requirements from the recommended ordinance, except for the requirement for stucco to be smooth-troweled, which should not substantially increase the cost of development.

The Commission was divided on whether to impose other design standards such as garage orientation or entry design. Some Commissioners expressed that including these standards would help address design-related concerns that have historically been raised through the use permit process. Other Commissioners were concerned that creating new design standards that are not currently included in single-family zoning districts would complicate the process and be unfair to applicants seeking to redevelop their properties under SB 9. Staff believes that limited design standards would be appropriate to maintain a certain level of privacy between neighbors. Therefore, the proposed ordinance maintains the minimum sill height requirements for second-story and stair well windows, as well as the requirement for balconies to comply with existing balcony setbacks, presented at the study session, but does not include any additional design standards, with the exception of the stucco design.

Administrative relief from design standards

As mentioned above, The City may not impose objective zoning standards, objective subdivision standards, and objective design standards that would have the effect of physically precluding the construction of up to two units or that would physically preclude either of the two units from being at least 800 square feet in floor area. Thus where any of the above described standards would preclude two units from being at least 800 square feet in floor area each, the City will not apply such standard on a project-by-project basis.

Affordability requirements

In order to require one or more units created by the SB 9 regulations to be deed restricted to a below market rate (BMR) income level, an amendment to the BMR Housing Program is recommended. The BMR program currently requires either on-site BMR housing units and/or in-lieu payments for developments of five or more units, so a four-unit SB 9 development would not be subject to BMR requirements.

Currently, 10 percent of the onsite units are required to be offered at below market rate for developments between five and 19 units, and 15 percent is required for developments of 20 or more units. Requiring one unit in an SB 9 development to be offered at below market rate would increase the BMR requirement to 50 percent for a two-unit development, 33 percent for three units, and 25 percent for four units. The City would need to study the effects of this increased BMR requirement on housing development.

Due to the complexities of a study on the effects of increased BMR requirements on housing production, and level of analysis required to make a recommendation on amendments to the BMR Housing Program, staff has not evaluated updating the BMR ordinance for this study session, which may be explored at a later time.

Conclusion

Staff believes the recommended standards would bring local regulations into consistency with the State law changes, incorporate local regulations to implement SB 9, and support the City's existing policies to continue to provide a mix of housing types to address local housing needs. Development standards have been updated to reflect feedback provided by the Commission and the community at the July 25, 2022 study session. Staff believes that given the mixed feedback on several proposed standards provided at the study session, the proposed ordinance reflects a middle ground that provides flexibility for applicants while maintaining a certain level of privacy and implementing relatively simple design standards that are consistent with historical comments on use permit projects. Staff recommends the Planning Commission recommend approval of the draft ordinance to City Council.

Impact on City Resources

This consistency update is being accommodated within the existing budgets of the Planning Division, Engineering Division, and City Attorney, and is not expected to otherwise affect City resources.

Environmental Review

The proposed ordinance amendment is statutorily exempt from the provisions of the California Environmental Quality Act ("CEQA"), pursuant to Government Code sections 65852.21(j) and 66411.7(n), as this action is to adopt an ordinance to implement the requirements of sections 65852.21 and 66411.7 of the Government Code.

Public Notice

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

Attachments

- A. Draft Resolution Recommending to City Council Adoption of an Ordinance Adding Chapter 15.31 [Urban Lot Splits] to Title 15 [Subdivisions] and Chapter 16.77 [Two-Unit Developments] to Title 16 [Zoning] of the Menlo Park Municipal Code to Conform to Changes in State Law
- B. Draft Ordinance of the City Council of the City of Menlo Park Adding Chapter 15.31 [Urban Lot Splits] to Title 15 [Subdivisions] and Chapter 16.77 [Two-Unit Developments] to Title 16 [Zoning] of the Menlo Park Municipal Code to Conform to Changes in State Law

- C. Hyperlink - July, 25, 2022 Study Session Staff Report:
<https://menlopark.gov/files/sharedassets/public/agendas-and-minutes/planning-commission/2022-meetings/agendas/20220725-planning-commission-agenda-packet.pdf>
- D. Hyperlink - July, 25, 2022 Study Session Meeting Minutes:
<https://menlopark.gov/files/sharedassets/public/agendas-and-minutes/planning-commission/2022-meetings/minutes/20220725-planning-commission-minutes.pdf>
- E. Hyperlink – Senate Bill 9:
https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220SB9
- F. Updated Example Developments
- G. Map of Parking-Exempt Areas

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PLANNING COMMISSION RESOLUTION NO. 2022-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK RECOMMENDING CITY COUNCIL ADOPT AN ORDINANCE ADDING CHAPTER 16.77 (TWO-UNIT HOUSING DEVELOPMENTS) TO TITLE 16 (ZONING) AND CHAPTER 15.31 (URBAN LOT SPLITS) TO TITLE 15 (SUBDIVISIONS) OF THE MENLO PARK MUNICIPAL CODE, TO IMPLEMENT GOVERNMENT CODE SECTIONS 66411.7 AND 65852.21 (SENATE BILL 9) RELATED TO TWO-UNIT HOUSING DEVELOPMENTS AND URBAN LOT SPLITS

WHEREAS, Senate Bill 9 (SB9) was signed by the Governor in 2021 and became effective on January 1, 2022; and

WHEREAS, SB 9 adds sections § 65852.21, and § 66411.7 to the Government Code to allow for housing developments containing no more than two residential units within a single-family residential zone and urban lot splits; and

WHEREAS, In December 2021 the City Council voted affirmatively to adopt a resolution directing the City Manager and City Attorney to draft interim guidelines for the implementation of SB 9; and

WHEREAS, In January 2022, staff published a set of guidelines providing interim development standards while staff developed an SB 9 ordinance; and

WHEREAS, On July 25, 2022, the Planning Commission conducted a study session to review preliminary design standards for two-unit developments and urban lot splits; and

WHEREAS, City staff incorporated comments received at the July 25, 2022 study session into a draft ordinance, incorporated herein as Exhibit A; and

WHEREAS, The proposed ordinance amendment is statutorily exempt from the provisions of the California Environmental Quality Act ("CEQA"), pursuant to Government Code sections 65852.21(j) and 66411.7(n), as this action is to adopt an ordinance to implement the requirements of sections 65852.21 and 66411.7 of the Government Code; and

WHEREAS, all required public notices and public hearings were duly given and held according to law; and

WHEREAS, at a duly and properly noticed public hearing held on January 9, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and the ordinance, prior to recommending action regarding the proposed ordinance.

NOW, THEREFORE, THE MENLO PARK PLANNING COMMISSION HEREBY RESOLVES AS FOLLOWS:

Section 1. Recitals. The Planning Commission has considered the full record before it, which may include but is not limited to such things as the staff report, public testimony, and other materials and evidence submitted or provided, and the Planning Commission finds the foregoing recitals are true and correct, and they are hereby incorporated by reference into this Resolution.

Section 2. Findings and Recommendation. The Planning Commission of the City of Menlo Park does hereby make the following findings and recommendation:

1. That the proposed ordinance amendment is statutorily exempt from the provisions of the California Environmental Quality Act ("CEQA"), pursuant to Government Code sections 65852.21(j) and 66411.7(n), as this action is to adopt an ordinance to implement the requirements of sections 65852.21 and 66411.7 of the Government Code.
2. That the proposed ordinance is in compliance with State law regarding two-unit development and urban lot splits in single-family zoning districts.
3. That the proposed ordinance includes objective design standards intended to maintain community character of single-family neighborhoods while streamlining review and approval of two-unit developments and urban lot splits.

Having fully reviewed, considered, and evaluated all the testimony and evidence submitted in this matter, the Planning Commission recommends that the City Council vote to adopt an ordinance adding Chapter 16.77 (Two-Unit Housing Developments) to Title 16 (Zoning) and Chapter 15.31 (Urban Lot Splits) to Title 15 (Subdivisions) of the Menlo Park Municipal Code to implement Government Code Sections 66411.7 and 65852.21 (Senate Bill 9) related to two-unit housing development and urban lot splits.

Section 3. SEVERABILITY

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

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on January 9, 2023, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 9th day of January, 2023

Corinna Sandmeier
Principal Planner and Planning Commission Liaison
City of Menlo Park

Exhibits

- A. Draft Ordinance of the City Council of the City of Menlo Park Adding Chapter 15.31 [Urban Lot Splits] to Title 15 [Subdivisions] and Chapter 16.77 [Two-Unit Developments] to Title 16 [Zoning] of the Menlo Park Municipal Code to Conform to Changes in State Law (Staff Report Attachment A)

ORDINANCE NO. XXXX

AN ORDINANCE OF THE CITY OF MENLO PARK ADDING CHAPTER 16.77 (TWO-UNIT HOUSING DEVELOPMENTS) TO TITLE 16 (ZONING) AND CHAPTER 15.31 (URBAN LOT SPLITS) TO TITLE 15 (SUBDIVISIONS) OF THE MENLO PARK MUNICIPAL CODE, TO IMPLEMENT GOVERNMENT CODE SECTIONS 66411.7 AND 65852.21 (SENATE BILL 9) RELATED TO TWO-UNIT HOUSING DEVELOPMENTS AND URBAN LOT SPLITS

WHEREAS, SB-9 (Chapter 162, Statutes of 2021) enacted sections 66411.7 and 65852.21 to the Government Code, effective January 1, 2022; and

WHEREAS, these provisions require the City to provide ministerial approval of urban lot splits, (“Urban Lot Splits”) and the construction of up to two residential dwelling units (“Two-Unit Developments”) on each single-family residential zoned lot within the City, subject to certain limitations; and

WHEREAS, Government Code section 66411.7(a) limits eligibility of Urban Lot Splits by size and proportionality; and

WHEREAS, Government Code sections 66411.7(a)(3)(C) and 65852.21(a)(2) limit Urban Lot Splits and Two-Unit Developments, respectively, to sites that are not located on or within certain farmland, wetlands, very high fire hazard severity zones, hazardous waste sites, earthquake fault zones, special flood hazard areas, regulatory floodways, lands identified for conservation, habitats for protected species, and historic properties, unless projects on such sites meet specified conditions; and

WHEREAS, Government Code sections 66411.7(a)(3)(D) and 65852.21(a)(3) through (a)(5) limit eligibility of an Urban Lot Split and a Two-Unit Development, respectively, that proposes to demolish or alter housing subject to affordability restrictions, housing subject to rent or price controls, housing that has been occupied by a tenant in the last three years, housing that has been withdrawn from rent or lease within the past 15 years, and housing that requires demolition of existing structural walls unless authorized by local ordinance or has not been tenant-occupied within the past 3 years; and

WHEREAS, Government Code sections 65852.21(a)(6) and 66411.7(a)(3)(E) allow a city to deny an Urban Lot Split for properties within a historic district or listed on the State’s Historic Resource Inventory or within a site that is designated or listed as a city or county landmark or historic property or district pursuant to a city or county ordinance; and

WHEREAS, Government Code sections 66411.7(c) and 65852.21(b) allow a city to establish objective zoning standards, objective subdivision standards, and objective design review standards for Urban Lot Splits and Two-Unit Developments, respectively, subject to limits within state law; and

WHEREAS, such objective zoning standards, objective subdivision standards, and objective design review standards may not have the effect of “precluding the construction of two units on either of the resulting parcels from an Urban Lot Split or that would result in a unit size of less than 800 square feet” for a Two-Unit Development; and

WHEREAS, Government Code sections 66411.7 and 65852.21 allow a city to deny a proposed Two-Unit Development or Urban Lot Split, respectively, if the project would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of section 65589.5, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact; and

WHEREAS, pursuant to Government Code sections 65852.21(j) and 66411.7(n), the City may adopt an ordinance to implement the provisions of Government Code sections 65852.21 and 66411.7, and such an ordinance shall not be considered a project under the California Environmental Quality Act (“CEQA”); and

WHEREAS, the City Council desires to implement objective standards and an application process for projects undertaken pursuant to Government Code Sections 65852.21 and 66411.7 by the adoption of such an ordinance;

BE IT ORDAINED by the City of Menlo Park as follows:

Section 1. The above findings are adopted and incorporated herein.

Section 2. Chapter 16.77 (Two-Unit Housing Developments) is added to Title 16 (Zoning) of the Menlo Park Municipal Code as set forth below.

CHAPTER 16.77 TWO-UNIT HOUSING DEVELOPMENTS

16.77.010 Purpose and Intent

The purpose of this chapter is to provide procedures and development standards for the establishment of Two-Unit Housing Developments pursuant to Government Code section 65852.21. To accomplish this purpose, the regulations outlined herein

are determined to be necessary for the preservation of the public health, safety and general welfare, and for the promotion of orderly growth and development.

16.77.020 Definitions

- A. Two-Unit Housing Development. A Two-Unit Housing Development is a development containing no more than two primary dwelling units and which development either (1) proposes two new units, or (2) proposes to add one new unit to one existing unit.
- B. Zero Lot Line Development. A zero lot line development is development with two separate structures on adjacent lots that are constructed with no required yard. Structures in a zero lot line development are not structurally attached and are required to meet applicable fire rating requirements.

16.77.030 Filing, Processing, and Action

- A. Ministerial Review. A Two-Unit Housing Development shall be ministerially approved, without discretionary review or hearing, if the proposed housing development meets all provisions of this chapter.
- B. The City shall act on a building permit application for a Two-Unit Housing Development within 60 days of receipt of a complete application. If the applicant requests a delay in writing, the sixty-day time period shall be tolled for the period of the delay. The City has acted on the application if it:
 - 1. Approves or denies the building permit for the Two-Unit Development;
or
 - 2. Informs the applicant in writing that changes to the proposed project are necessary to comply with this chapter or other applicable laws and regulations.
- C. Two-Unit Housing Developments that do not meet the standards set forth in this chapter, may be approved subject to granting of a use permit per Chapter 16.82. A use permit may not be granted to exceed the maximum unit size.

- D. Adverse Impact Upon Health and Safety. A proposed Two-Unit Housing Development shall be denied if the Building Official makes a written finding, based upon a preponderance of the evidence, that the proposed Two-Unit Housing Development would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5 of the Government Code, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.
- E. Limitations on Approval. A proposed Two-Unit Housing Development shall not be eligible for approval pursuant to this Chapter if any of the following circumstances apply:
1. The Two-Unit Housing Development would require demolition or alteration of “protected housing.” Protected housing includes:
 - i. Housing that is subject to a recorded covenant, ordinance or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income.
 - ii. Housing that is subject to rent control through valid local rent control provisions.
 - iii. Housing that has been occupied by a tenant in the last 3 years
 2. The Two-Unit Housing Development would be located on a parcel on which the owner has withdrawn it from renting or leasing under Section 7060 of the Government Code within 15 years preceding the development application (i.e. an exit of the rental housing business pursuant to the Ellis Act).
 3. The Two-Unit Housing Development would be located within a historic district, is not included on the State Historic Resources Inventory, or is not within a site that is legally designated or listed as a city or county landmark or historic property or district.
 4. The Two-Unit Housing Development would be located in any of the specified designated areas set forth in subparagraphs (B) to (K), inclusive, of paragraph (6) of subdivision (a) of Section 65913.4 of the California Government Code.

16.77.040 Development Standards

The following objective development standards shall apply to Two-Unit Housing Developments. In addition to these standards, all provisions of the California Building Standards Code, applicable provisions of the Menlo Park Municipal Code shall apply to Two-Unit Housing Developments.

A. General Standards

1. Two-Unit Housing Developments may either be detached or attached, as long as attached structures meet building code safety standards and are sufficient to allow separate conveyance.
2. Two-Unit Housing Developments shall be permitted in all single family residential zones including the following single-family districts and any future single-family zoning districts that may be created:

R-1-U	Single Family Urban Residential
R-1-U (LM)	Single Family Urban Residential (Lorelei Manor)
R-1-S	Single Family Suburban Residential
R-1-S (FG)	Single Family Suburban Residential (Felton Gables)
R-E	Residential Estate
R-E-S	Residential Estate Suburban

The provisions of this Chapter shall be applicable to properties with the (X) designation within these zoning districts.

3. Short Term Rentals Prohibited. The rental of any Two-Unit Housing Development shall be for a term of longer than thirty (30) days.
4. Utility Connections. Each unit in a Two-Unit Housing Development shall be served by separate water, sewer and electrical utility connections which connect each unit directly to the utility.
5. Accessory Dwelling Units.
 - i. As more fully set forth in section 16.79.140, accessory dwelling units and junior accessory dwelling units shall not be permitted on parcels that utilize the authority of this Chapter and Chapter 15.31 (Urban Lot Splits).

B. Objective Development Standards.

Lot Area

Subject to urban lot split subdivision standards, the minimum lot size shall be no less than 40 percent of the initial lot size and at least 1,200 square feet.

In the event of a panhandle subdivision, the panhandle shall count towards the overall lot area.

Lot Dimensions

For side-by-side urban lot splits, the minimum lot width shall be as follows:

For properties with an existing width of less than sixty-five feet (65'), the subdivided lot width shall be 50 percent of the original lot width.

For properties with a lot width of sixty-five feet (65') or greater, the subdivided lot width shall be at least 40 percent of the initial lot width.

Subject to urban lot split subdivision standards, the panhandle width shall be a minimum of 20 feet for panhandle lots.

Minimum Yards

Ground floor yards:

Front: The required front yard per the underlying zoning district shall apply, unless the front property line is located at a newly-created lot line on a panhandle lot, where the minimum required front yard shall be four feet (4').

Side: Four feet (4'), unless the side property line abuts a newly-created panhandle, in which case there is no required side yard.

Rear: Four feet (4')

No yards shall be required for an existing structure, or a structure constructed in the same location and to the same dimensions as an existing structure.

No yards shall be required for zero-lot line developments at newly-created interior lot lines.

Second Floor Yards (step back):

All second floor yards shall be equal to the applicable yards of the underlying zoning district, with the exception of required yards for new interior lot lines where the second floor yard shall be a minimum of four feet (4'). No second floor yard shall be required for connected structures at newly-created interior lot lines.

Corner Lots:

In the event that a corner lot is subdivided along the street-side property line as defined by Section 16.04.400, creating a new front property line along an existing street side property line, the following setback standards shall apply:

Ground floor yards:

Front: Twelve feet (12')

Rear: Four feet (4')

Side: Four feet (4')

Second floor yards:

Front: Twelve feet (12')

Rear: Ten feet (10')

Side: side setback applicable to the underlying zoning district

No yards shall be required for zero-lot line developments at newly-created interior lot lines.

Floor Area Limit (FAL)

Lots less than five thousand (5,000) square feet with an existing residence:

FAL shall be the square footage of the existing residence plus eight hundred (800) square feet.

Lots Less than five thousand (5,000) square feet with two new residences:

FAL shall be one thousand, six hundred (1,600) square feet or fifty-six percent (56%) of the lot area, whichever is greater.

Lots of five thousand (5,000) square feet or greater:

FAL shall be equal to the floor area limit of the underlying zoning district.

For purposes of calculating the floor area limit, the area of a panhandle or access easement shall not be included in the lot size.

The maximum second floor FAL shall be fifty percent (50%) of the maximum FAL allowed on the property.

Minimum and Maximum Primary Dwelling Unit Floor Area

The minimum size of a primary dwelling unit created pursuant to this Chapter shall be eight hundred (800) square feet.

Lots with a FAL of less than two thousand square feet:

The maximum square footage of a primary dwelling unit shall not exceed the maximum FAL minus eight hundred (800) square feet.

Lots with a FAL of two thousand square feet or greater:

The maximum square footage of a primary dwelling unit shall not exceed sixty percent (60%) of the maximum allowable FAL.

Maximum Building Coverage

One-story development:

Building coverage shall be the maximum building coverage calculated for the underlying zoning district or Floor Area Limit (FAL) plus two hundred (200) square feet, whichever is greater.

Two-story development:

Building Coverage shall be one thousand (1,000) square feet or thirty percent (30%) of the lot area, whichever is greater.

Maximum Height of Structures

The maximum height of residential structures shall be twenty-eight feet (28').

Daylight Plane

A daylight plane shall begin at a horizontal line fourteen feet (14') directly above the grade of each side and rear setback line of each lot and shall slope inwards at a forty-five (45) degree angle, except that no daylight plane shall be required for connected structures at newly-created interior lot lines and at a newly-created rear property lines.

As used in this section, "grade of the side setback line" means the average grade of the highest and lowest points of the natural grade of the portion of the lot directly below the side setback line.

Gable and Dormer Intrusions. Gables and dormers may intrude into the daylight plane of a lot that is ten thousand (10,000) square feet or less. The permitted intrusion for a four-foot required setback shall be ten feet (10'). Gables and dormers may intrude into the daylight plane on one (1) side of a lot only. The gable or dormer must not extend beyond a triangle described as follows:

- (A) The base of the triangle is the line formed by the intersection of the building wall with the daylight plane;
- (B) The aggregate length of the bases of all triangles intruding into a daylight plane shall not exceed thirty feet (30'); and
- (C) The triangle must be entirely within the maximum building height.

Off-Street Parking

One uncovered parking space shall be required for each unit, except where parking is exempt under the following conditions:

1. The parcel is located within one-half mile walking distance of either a high-quality transit corridor, as defined in subdivision (b) of Section 21155 of the Public Resources Code, or a major transit stop, as defined in Section 21064.3 of the Public Resources Code.
2. There is a car share vehicle located within one block of the parcel.

Required parking spaces may be located in the required yards, with a maximum of one parking space located within the required front yard. Required parking spaces may be located in tandem with other required parking spaces. If the required parking space is located in a garage or carport, the area of the covered parking shall count towards the maximum permitted floor area limit, maximum unit size, and maximum building coverage.

The minimum width of a driveway serving up to two units shall be ten feet (10'). A driveway serving three or more units shall have a minimum width of sixteen feet (16').

Front Yard Paving and Landscaping

Paved area for driveway and uncovered parking shall not to exceed 40 percent of front yard setback area. The maximum paved width for driveway and uncovered parking in front yard setback shall not exceed 20 feet regardless of lot frontage width.

A minimum of fifty percent (50%) of front yard setback area shall be landscaped. Landscaping may include paved walkways provided that a vegetated strip of not less than one foot is provided between a driveway and paved walkway. Paved walkways shall be constructed of decorative pavers or other material different than the driveway material.

Design and Materials

If stucco is proposed it shall be steel trowel smooth stucco texture or steel trowel smooth Santa Barbara texture (i.e., sand, dash and similar textures would not meet this standard). Stucco may be painted or use integral color.

Windows with divisions (i.e., grids) shall be simulated true divided lite or true divided lite with interior and exterior muntins and spacer bars between panes.

Second floor window sills facing interior side or rear property lines shall be a minimum of three feet (3') from the interior floor line.

Windows at stair landings along interior lot lines shall have obscure glazing below five feet or sills at 5 feet or greater above the landing. Permanent architectural screens may substitute for obscure glazing.

Balconies shall comply with the balcony setbacks outlined in Chapter 16.60.

- C. Exceptions to Development Standards. Notwithstanding subsection B of this section, all development standards shall be subject to the following exceptions:
1. Where each of the units of a Two-Unit Housing Development is no greater than eight hundred (800) square feet in size with side and rear setbacks of at least four (4) feet, the Two-Unit Housing Development shall be permitted regardless of any development standard that would prevent construction of the units.
 2. No setback shall be imposed for a Two-Unit Housing Development constructed in the same location and to the same dimensions as an existing structure.

Section 3. Chapter 15.31 (Urban Lot Splits) is added to Title 15 (Subdivisions) of the Menlo Park Municipal Code to read as follows:

CHAPTER 15.31 URBAN LOT SPLITS

15.31.010 Purpose and Intent

It is the purpose of this Chapter to provide procedures necessary for the implementation of section 66411.7 of the Government Code pertaining to Urban Lot Splits. To accomplish this purpose, the regulations outlined herein are determined to be necessary for the preservation of the public health, safety and general welfare, and for the promotion of orderly growth and development.

15.31.020 Definitions

- A. Urban Lot Split. The subdivision of a parcel within a residential single-family zone into no more than two parcels pursuant to the authority set forth in section 66411.7 of the Government Code

15.31.030 Filing, Processing, and Action

- A. Ministerial Review. An Urban Lot Split shall be ministerially approved, without discretionary review or hearing, if the proposed housing development meets all provisions of this chapter and conforms to all applicable objective requirements of the Subdivision Map Act (Division 2) commencing with section 66410 of the Government Code.
- B. The City Engineer may require additional information, as may be required to determine eligibility as an Urban Lot Split, per SB 9.
- C. Applicants for Urban Lot Splits shall submit a Parcel Map application.
 - 1. Applications shall include, at a minimum, all of the following items as one complete package prior to City Engineer accepting the Parcel map for review:
 - i. An affidavit from the applicant stating the applicant intends to occupy one of the housing units created through an Urban Lot Split as the applicant's principal residence for a minimum of three years from the date of the approval of the urban lot split. An affidavit shall not be required if the applicant is a community land trust or qualified nonprofit corporation under Sections 214.15 or 402.1 of the Revenue and Taxation Code.
 - ii. A parcel map fee in the amount set forth in the City of Menlo Park Master Fee Schedule
 - iii. All documents used to complete the map, including:
 - 1. Current title report dated within two months of the initial submittal date
 - 2. Easement deed
 - 3. Grant deed
 - 4. Filed Maps
 - 5. Soils report
 - 6. Guarantee of title
 - 7. Improvement plans
 - 8. Survey traverse calculations
 - iv. Identification of electronic computer closures for all circuits shown on map.
 - 2. Parcel maps for Urban Lot Splits shall not be conditioned on dedication of right of way or construction of offsite improvements.
- D. The City shall act on a Parcel Map application for an Urban Lot Split within 50 days of receipt of a complete application. If the applicant requests a delay in writing, the 50-day time period shall be tolled for the period of the delay. The City has acted on the application if it:
 - 1. Approves or denies a Parcel Map application for an Urban Lot Split; or

2. Informs the applicant in writing that changes to the proposed project are necessary to comply with this Chapter or other applicable laws and regulations.
- E. Adverse Impact Upon Health and Safety. A proposed Urban Lot Split shall be denied if the Building Official makes a written finding, based upon a preponderance of the evidence, that the proposed Two-Unit Housing Development would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5 of the Government Code, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.
- F. Limitations on Approval. A proposed Urban Lot Split shall not be eligible for approval pursuant to this Chapter if any of the following circumstances apply:
1. The proposed Urban Lot Split would require demolition or alteration of “protected housing.” Protected housing includes:
 - i. Housing that is subject to a recorded covenant, ordinance or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income.
 - ii. Housing that is subject to rent control through valid local rent control provisions.
 - iii. A parcel on which the owner of residential real property has withdrawn accommodations from rent or lease pursuant to Section 7060 of the Government Code within 15 years preceding the development application (i.e. an exit of the rental housing business pursuant to the Ellis Act).
 - iv. Housing that has been occupied by a tenant in the last 3 years.
 2. The parcel to be subdivided is located within a historic district, is included on the State Historic Resources Inventory, or is within a site that is legally designated or listed as a city or county landmark or historic property or district.
 3. The parcel to be subdivided satisfies the requirements of subsections (B) to (K), inclusive, of paragraph (6) of subdivision (a) of Section 65913.4 of the California Government Code.
 4. The parcel to be subdivided has been established through prior exercise of an Urban Lot Split pursuant to this Chapter.
 5. Neither the owner of the parcel to be subdivided nor any person acting in concert with the owner has previously subdivided an adjacent parcel using an Urban Lot Split pursuant to this Chapter. “Acting in concert” means the owner, or a person acting as an agent or representative of the owner, knowingly participated with another person in joint activity or parallel action toward a common goal of subdividing the adjacent parcel.

G. Density Bonus Projects

1. Notwithstanding the authority set forth in Government Code section 65915 et seq., the City shall not permit more than two units on a parcel created through an Urban Lot Split.

H. Certification and recordation:

1. The applicant shall submit the original mylars of the parcel map and pay all applicable City fees and any recording fee (as required by the county recorder) to the city engineer for certification. If the parcel map is in compliance with the Subdivision Map Act (Cal. Gov. Code section 66410 et seq.) and all applicable laws and regulations, the city engineer will certify the parcel map and transmit the same to the city clerk for submittal to the officer of the Recorder Clerk of San Mateo County.

15.31.040 Development Standards

A. General Standards

1. Urban Lot Splits shall be permitted in all single family residential zones including:

R-1-U	Single Family Urban Residential
R-1-U (LM)	Single Family Urban Residential (Lorelei Manor)
R-1-S	Single Family Suburban Residential
R-1-S (FG)	Single Family Suburban Residential (Felton Gables)
R-E	Residential Estate
R-E-S	Residential Estate Suburban

The provisions of this Chapter shall be applicable to properties with the (X) designation within these zoning districts.

2. Uses created through an Urban Lot Split shall be limited to residential uses.
3. Short Term Rentals Prohibited. The rental of any unit created through an Urban Lot Split shall be for a term of longer than thirty (30) days.
4. Accessory Dwelling Units.
 - i. As more fully set forth in section 16.79.140, accessory dwelling units and junior accessory dwelling units shall not be permitted on parcels created through an Urban Lot Split pursuant to this Chapter.

B. Objective Development Standards.

Lot Area

Subject to urban lot split subdivision standards, the minimum lot size shall be no less than 40 percent of the initial lot size and at least 1,200 square feet.

In the event of a panhandle subdivision, the panhandle shall count towards the overall lot area.

Lot Dimensions

For side-by-side urban lot splits, the minimum lot width shall be as follows:

For properties with an existing width of less than sixty-five feet (65'), the subdivided lot width shall be 50 percent of the original lot width.

For properties with a lot width of sixty-five feet (65') or greater, the subdivided lot width shall be at least 40 percent of the initial lot width.

Subject to urban lot split subdivision standards, the panhandle width shall be a minimum of 20 feet for panhandle lots to allow development on the parcel to comply with all applicable property access requirements under the California Fire Code section 503 (Fire Apparatus Access Roads) and California Code Regulations Title 14, section 1273.00 et seq.

Minimum Yards

Ground floor yards:

Front: The required front yard per the underlying zoning district shall apply, unless the front property line is located at a newly-created lot line on a panhandle lot, where the minimum required front yard shall be four feet (4').

Side: Four feet (4'), unless the side property line abuts a newly-created panhandle, in which case there is no required side yard.

Rear: Four feet (4')

No yards shall be required for an existing structure, or a structure constructed in the same location and to the same dimensions as an existing structure.

No yards shall be required for zero-lot line developments at newly-created interior lot lines.

Lots created through the authority of this chapter shall have access to or adjoin the public right-of-way, sufficient to allow development on the parcel to comply with all applicable property access requirements under the California Fire Code section 503 (Fire Apparatus Access Roads) and California Code Regulations Title 14, section 1273.00 et seq.

- C. Exceptions to Development Standards. Notwithstanding subsection B of this section, all development standards shall be subject to the following:
1. Any standards that would have the effect of physically precluding the construction of two units on either of the resulting parcels or that would result in a unit size of less than 800 square feet, shall not be imposed.
 2. No setback shall be imposed for an existing structure or a structure constructed in the same location and to the same dimensions as an existing structure.
 3. Correction of any legal nonconforming zoning condition shall not be required as a condition of approval of an Urban Lot Split.

Section 4. Section 16.79.140 is added to Chapter 16.79 (Accessory Dwelling Units) of Title 16 (Zoning) of the Menlo Park Municipal Code to read as follows:

16.79.140 Two-Unit Housing Developments and Urban Lot Splits (SB 9).

(a). Pursuant to the authority provided by section 65852.21(f) of the Government Code, no accessory dwelling unit or junior accessory dwelling unit shall be permitted on any lot in a single-family zoning district if: 1) an Urban Lot Split has been approved pursuant to Chapter 15.31; and 2) a Two-Unit Housing Development has been approved for construction pursuant to Chapter 16.77 herein.

(b). Accessory Dwelling Units and Junior Accessory Dwelling Units shall be permitted on lots with Two-Unit Housing Developments, subject to the provisions of this Chapter, and where the lot has not been created through an Urban Lot Split pursuant to Chapter 15.31.

Section 6: Environmental Review.

The City Council finds and determines that enactment of this Ordinance is statutorily exempt from the provisions of the California Environmental Quality Act ("CEQA"), pursuant to Government Code sections 65852.21(j) and 66411.7(n), as this action is to

adopt an ordinance to implement the requirements of sections 65852.21 and 66411.7 of the Government Code.

Section 7: Effective Date.

This Ordinance shall be in full force and effect thirty (30) days from its passage and adoption.

Section 8: Severability.

The City Council hereby declares every section, paragraph, sentence, cause, and phrase of this ordinance is severable. If any section, paragraph, sentence, clause, or phrase of this ordinance is for any reason found to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining sections, paragraphs, sentences, clauses, or phrases.

Section 9: Certification.

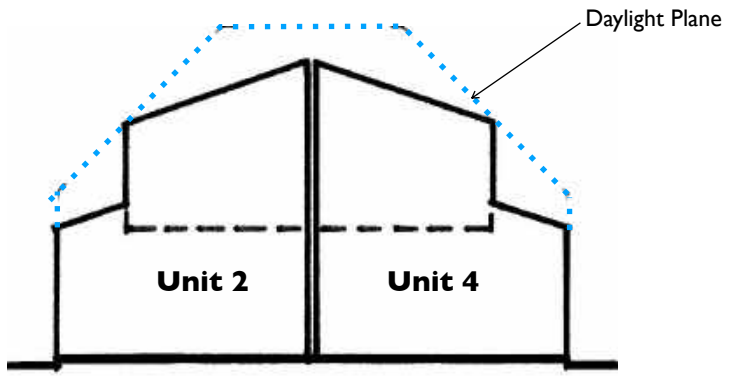
The City Clerk shall cause this ordinance to be posted and/or published in the manner required by law.

This Ordinance was introduced at the meeting of the City Council on the ___ day of _____ 2023, and was adopted at a regular meeting of the City Council of the City of Menlo Park on the ___ day of _____ 2023, by the following vote:

AYES:
NOES:
ABSENT:

Jen Wolosin, Mayor

Attest: _____
Judi Herren, City Clerk



DATA

Initial Lot: 5,000 SF
FAL: 2,800 SF
Underlying Zone: R-I-U

Lot A: 2,500 SF
FAL: 1,600 SF

Unit 1: 800 SF
Unit 2: 800 SF

Building Coverage: 900 SF
(1,000 SF Maximum)

Parking: 2 Uncovered

Lot B: 2,500 SF
FAL: 1,600 SF

Unit 3: 800 SF
Unit 4: 800 SF

Building Coverage: 900 SF
(1,000 SF Maximum)

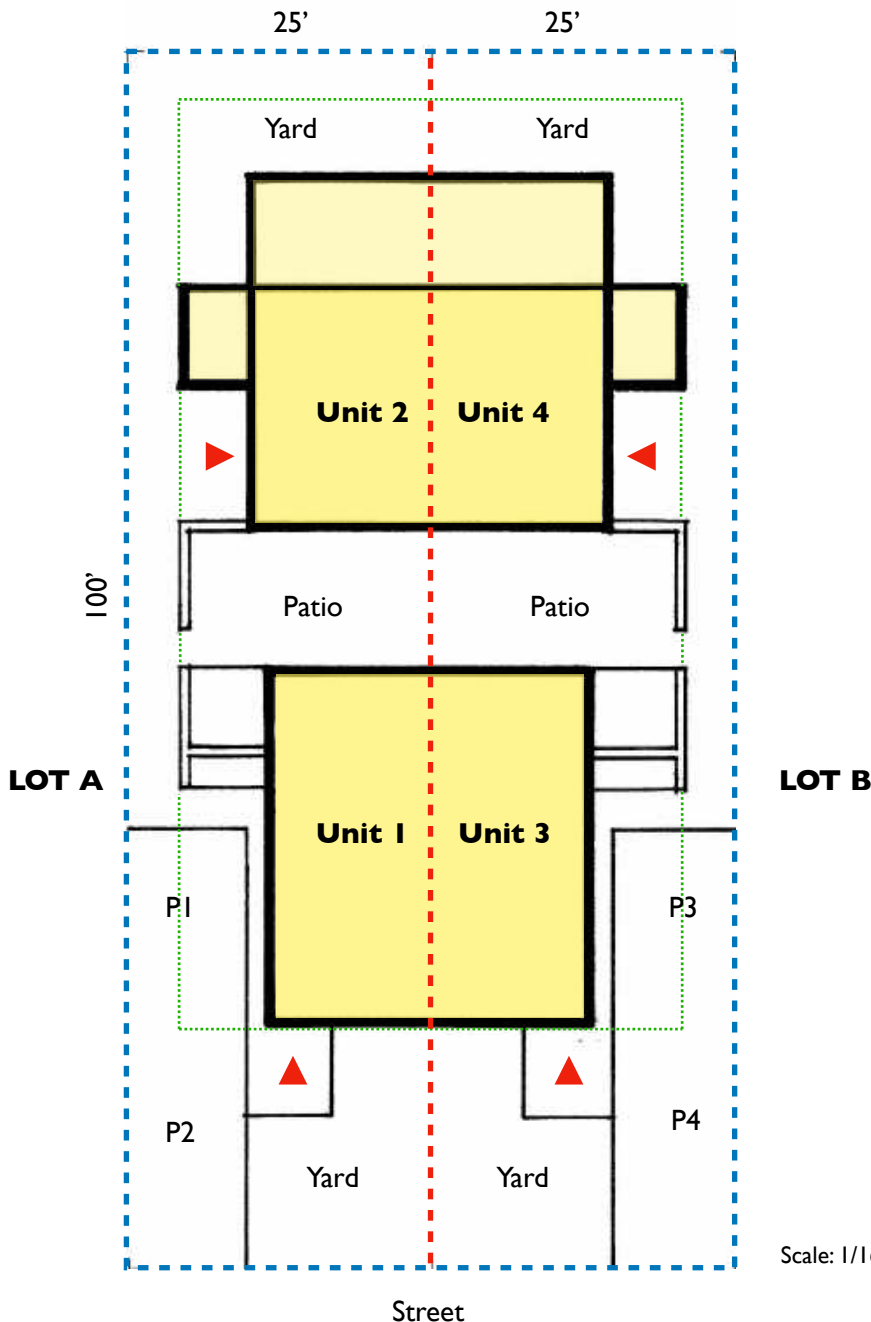
Parking: 2 Uncovered

DESIGN NOTES:

1. Side daylight plane constrains upper floor location.
2. Rear second-floor setback/step-back constrains upper floor location.
3. Narrow lot not practical for detached structures nor panhandle lot subdivision.
4. Tandem parking required to meet minimum 50% front yard landscape req. Alternate parking solutions not practical.

GRAPHIC NOTES:

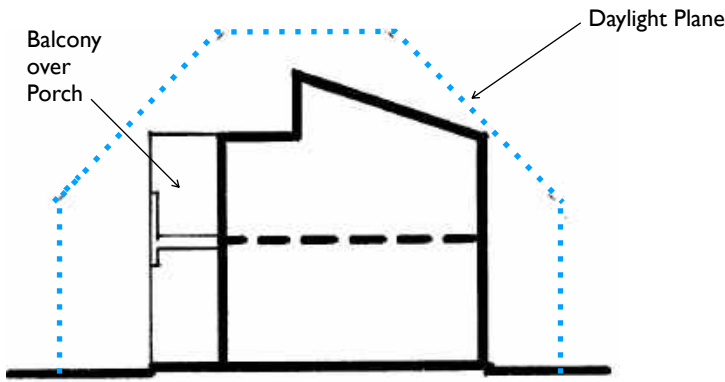
1. Existing lot lines blue, SB9 new lot line red.
2. Setback lines green (4' side, rear, 20' front); Second floor setback/step-back lines not shown.
3. Two-story forms shown with darker yellow color.
4. Dashed lines at upper story suggests possible roof form.



Scale: 1/16 inch = 1 foot

EXAMPLE 1A (Revised) — 50 x 100 Interior Lot
Side-by-Side Lot Split with Connected Structures (2-Story Units)

Menlo Park SB-9 — Site Development Examples



DATA

Initial Lot: 5,000 SF
FAL: 2,800 SF
Underlying Zone: R-I-U

Lot A: 2,600 SF
FAL: 1,600 SF

Unit 1: 800 SF
Unit 2: 800 SF

Building Coverage: 896 SF
(1,000 SF Maximum)

Parking: 2 Uncovered

Lot B: 2,400 SF
FAL: 1,600 SF

Unit 3: 800 SF
Unit 4: 800 SF

Building Coverage: 896 SF
(1,000 SF Maximum)

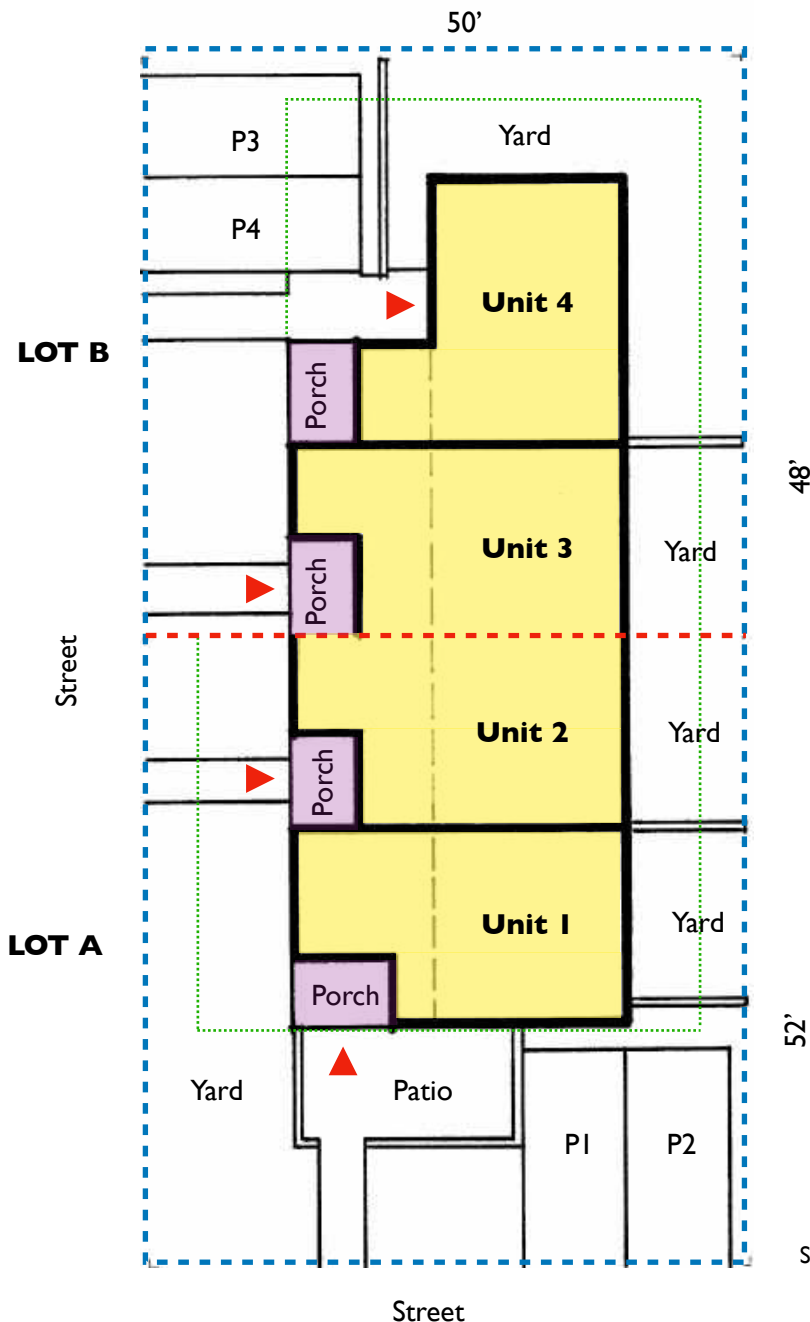
Parking: 2 Uncovered

DESIGN NOTES:

1. Side daylight plane constrains upper floor location.
2. Street side 12' front setback at Lot B.
3. 52-48 Lot split most practical with 12' FYS at Lot B.
4. 10' Second floor rear setback at lot B.
5. 50% minimum landscape area at front and street side yard setbacks.
6. Units 400 SF each level.

GRAPHIC NOTES:

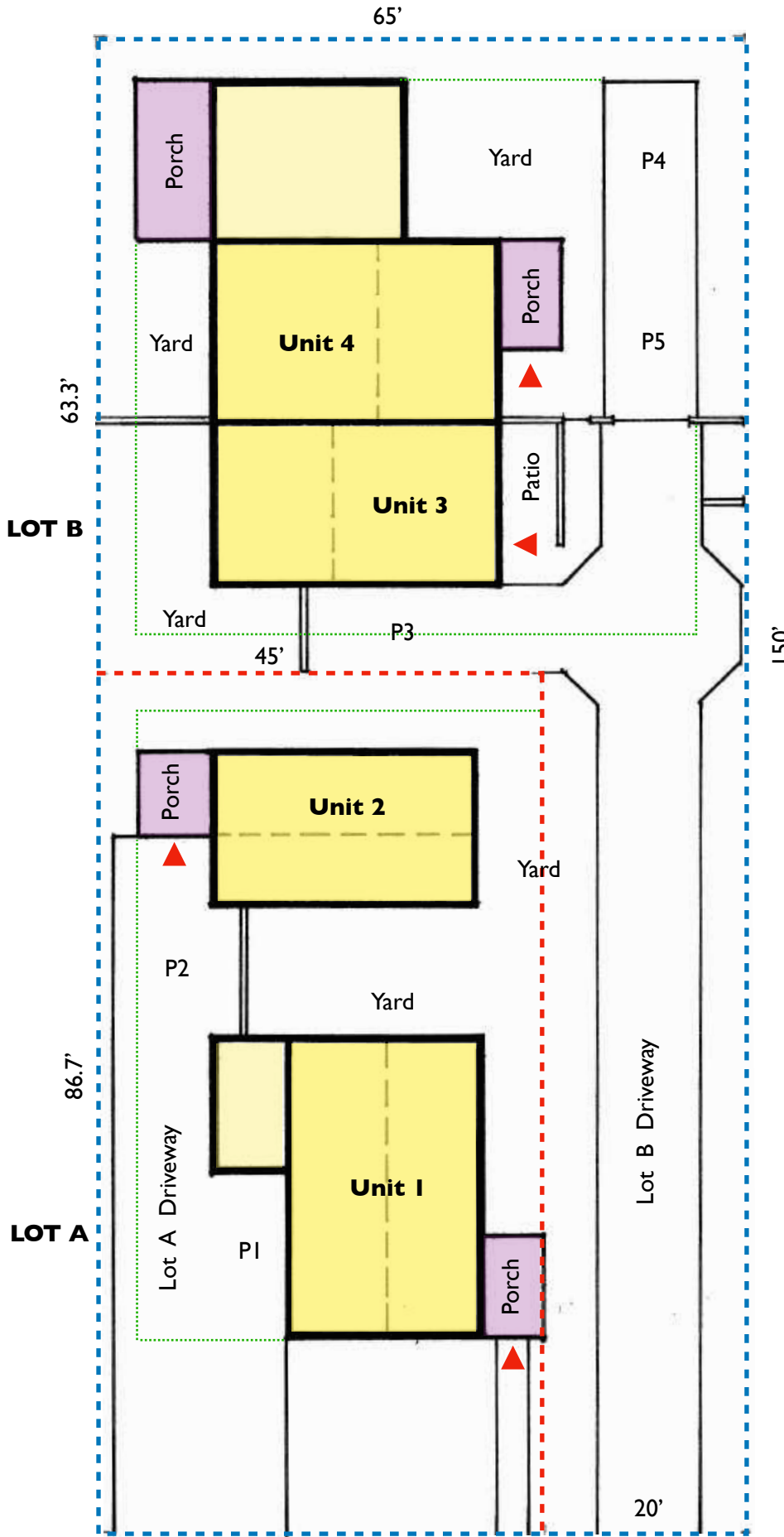
1. Existing lot lines blue, SB9 new lot line red.
2. Setback lines green (4' side, rear, 20' front Lot A; 12' Front Lot B); Second floor setback/step-back lines not shown.
3. Two-story forms shown with yellow color.
4. Dashed lines at upper story suggests possible roof form.



Scale: 1/16 inch = 1 foot

EXAMPLE 1D — 50 x 100 Corner Lot (Lot B 12' Front Yard Setback) Side-by-Side Lot Split with Connected Structures (Townhomes)

Menlo Park SB-9 — Site Development Examples



DATA

Initial Lot: 9,750 SF
FAL: 3,487 SF
Underlying Zone: R-I-U

Lot A: 3,900 SF (40%)
FAL: 2,184 SF

Unit 1: 1,310 SF (60%)
Unit 2: 874 SF (40%)

Building Coverage: 1,277 SF
(1,365 SF Maximum)

Parking: 2 Uncovered

Lot B: 5,850 SF (4,116 Net)
FAL: 2,305 SF

Unit 3: 922 SF (40%)
Unit 4: 1,383 SF (60%)

Building Coverage: 1,509 SF
(2,048 SF Maximum)

Parking: 3 Uncovered,

DESIGN NOTES:

1. Side daylight plane constrains upper floor location.
2. Rear second-floor setback/step-back constrains upper floor location.
3. 60/40 lot split used to maximize efficiency.
4. FAL on each split lot 60% maximum allowed for primary house.
5. 50% landscape at front yard setback area.
6. Increasing panhandle width from 15' to 20' reduces Lot B's FAL by 296 square feet (note: net FAL 202 SF more than pre lot-split + 800 SF ADU) and constrains layout options.

GRAPHIC NOTES:

1. Existing lot lines blue, SB9 new lot lines red.
2. Setback lines green (4' side, rear; 20' front; 0' setback at panhandle); Second floor setback/step-back lines not shown.
3. Two-story forms shown with darker yellow color.
4. Porches and breezeway shown plum color.
5. Dashed line at upper story suggests possible roof form.

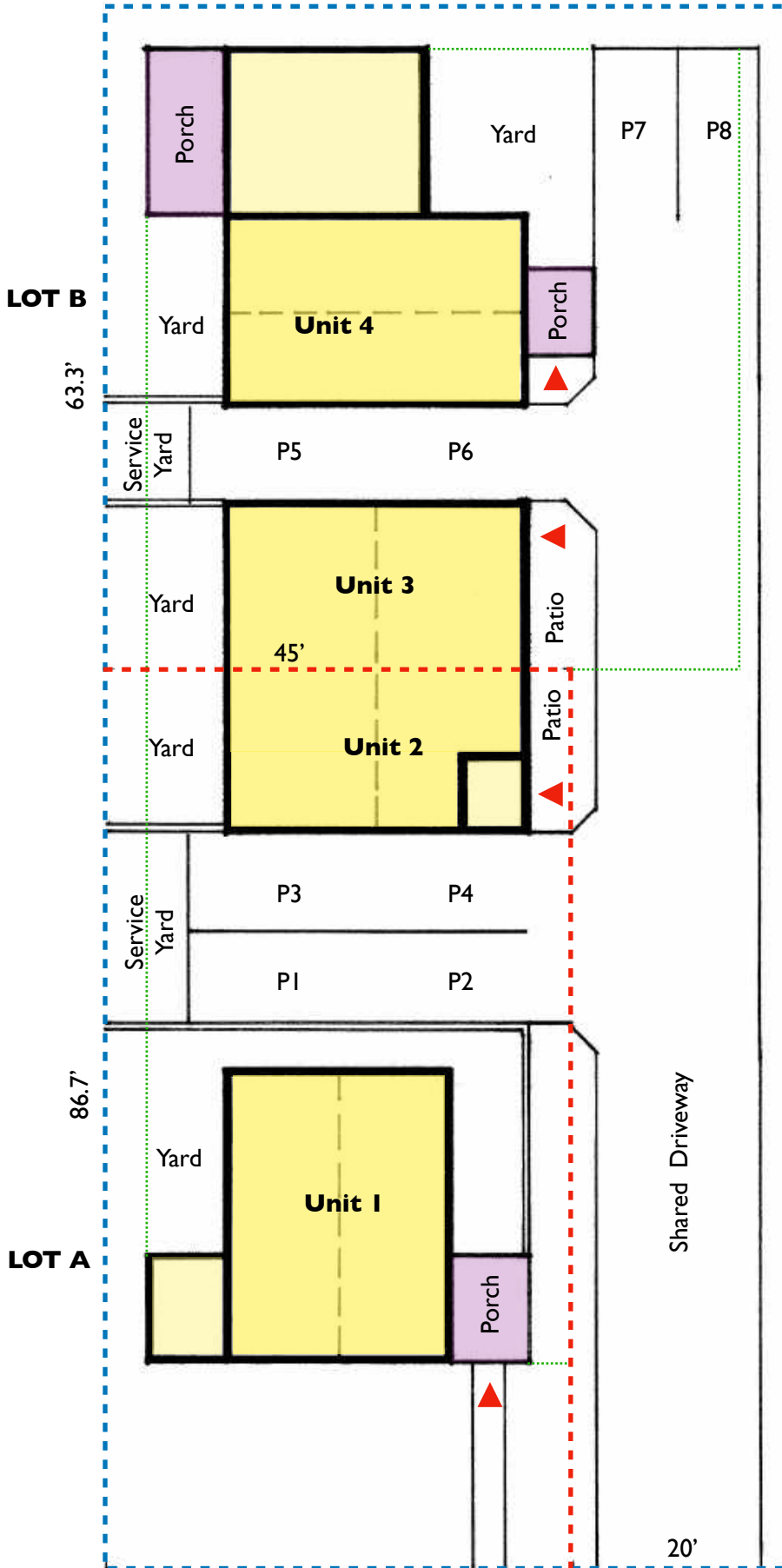
Scale: 1/16 inch = 1 foot

EXAMPLE 2A (Revised) — 65 x 150 Lot

Panhandle Lot Split with Separate Driveways

Menlo Park SB-9 — Site Development Examples

65'



DATA

Initial Lot: 9,750 SF
FAL: 3,487 SF
Underlying Zone: R-1-U

Lot A: 3,900 SF (40%)
FAL: 2,184 SF

Unit 1: 1,310 SF (60%)
Unit 2: 874 SF (40%)

Building Coverage: 1,239 SF
(1,365 SF Maximum)

Parking: 4 Uncovered

Lot B: 5,850 SF (4,116 Net)
FAL: 2,305 SF

Unit 3: 922 SF (40%)
Unit 4: 1,383 SF (60%)

Building Coverage: 1,488 SF
(2,048 SF Maximum)

Parking: 4 Uncovered,

DESIGN NOTES:

1. Side daylight plane constrains upper floor location.
2. Rear second-floor setback/step-back constrains upper floor location on Lot B.
3. 60/40 lot split used to maximize efficiency.
4. FAL on each split lot 60% maximum allowed for primary house.
5. Increasing panhandle width from 15' to 20' reduces Lot B's FAL by 296 square feet (note: net FAL 202 SF more than pre lot-split + 800 SF ADU).
6. Shared driveway facilitates parking and front yard landscape.

GRAPHIC NOTES:

1. Existing lot lines blue, SB9 new lot lines red.
2. Setback lines green (4' side, rear; 20' front; 0' at panhandle, connected structures); Second floor setback/step-back lines not shown.
3. Two-story forms shown with darker yellow color.
4. Porches and breezeway shown plum color.
5. Dashed line at upper story suggests possible roof form.

Scale: 1/16 inch = 1 foot

EXAMPLE 2B — 65 x 150 Lot

Panhandle Lot Split with Connected Structures and Shared Driveway

F4

Arnold Mammarella, Architecture + Consulting

October 24, 2022

