

Environmental Quality Commission



REGULAR MEETING AGENDA

Date: 7/15/2026
Time: 6:00 p.m.
Locations: [Zoom.us/join](https://zoom.us/join) – ID# 879 3070 9093 and
City Hall Downtown Conference Room, 1st Floor
701 Laurel St., Menlo Park, CA 94025

Members of the public can listen to the meeting and participate using the following methods.

How to participate in the meeting

- Access the meeting, in-person, at the Downtown Conference Room
- Access the meeting real-time online at:
[Zoom.us/join](https://zoom.us/join) – Meeting ID 879 3070 9093
- Access the meeting real-time via telephone at:
(669) 900-6833
Meeting ID 879 3070 9093
Press *9 to raise hand to speak

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A. Call To Order

B. Roll Call

C. 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. 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.

D. Regular Business

- D1. Welcome new commissioner Nabil Saad
- D2. Approve the June 17, 2026, Environmental Quality Commission meeting minutes ([Attachment](#))
- D3. Deny the appeal and uphold staff’s decision to deny the permit application to remove one heritage tree at 2174 Clayton Dr. ([Attachment](#))
- D4. Set fiscal year Environmental Quality Commission work plan (June-August) ([Attachment](#))

E. Reports and Announcements

- E1. Reports and announcements from staff and Commissioners

F. Adjournment

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

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 prior to, the public hearing.

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Environmental Quality Commission



REGULAR MEETING MINUTES – DRAFT

Date: 6/17/2026
Time: 6:00 p.m.
Location: Teleconference and
Belle Haven Community Campus
100 Terminal Ave., Menlo Park, CA 94025

A. Call To Order

Chair Hill called the meeting to order at 6:08 p.m.

B. Roll Call

Present: Angiel, Goodwin, Hernandez, Hill, Kissel (remote), McKenna
Absent: None
Staff: Sustainability Manager Rachael Londer, Management Analyst II Liz Tapia

C. Public Comment

D. Regular Business

D1. Approve the May 20, 2026, Environmental Quality Commission meeting minutes (Attachment)

ACTION: Motion and second (McKenna/ Hernandez), to approve the May 20, 2026 Environmental Quality Commission meeting minutes with an modifications to item D4., passed unanimously.

D2. Review and discuss the annual City Arborist report (Attachment)

City Arborist Jillian Keller and Management Analyst II Joanna Chen made the presentation (Attachment)

- Canopy Executive Director JP Renaud spoke in support of ongoing partnerships and community forestry.
- Vamsi Velagapudi spoke in support of early action tree planting and on tree maintenance.
- Nancy Hedley spoke on concerns about tree removals and administrative guidelines.
- Kathy Orrico spoke on tree safety and leaf removal.
- Mary Gunn spoke on concerns related to tree removals.
- Pat Harris spoke on concerns related to backyard tree safety.
- Pam D. Jones in support of partnership with Canopy, concerns related to the Urban Forest Management Plan and Environmental Justice Element, increased water bills and street cleaning.
- Marlene Santoyo spoke in support of the tree arborist report, outreach to inform residents, tree planting, and on concerns related to tree removals.
- Nina Wouk spoke on concerns related to tree removals and flooding.



The Commission discussed street and private tree maintenance and safety, leaf removal, development tree removals, the Heritage Tree Ordinance administrative guidelines, early action tree planting timeline, street tree maintenance schedule, the Urban Forest Management Plan and Environmental Justice Element, the Commission's Heritage Tree Ordinance Administrative Guidelines Ad Hoc Subcommittee November 2024 report out (Attachment), tree planting goals, heritage tree ordinance code violations, residential water stipends for newly planted trees, available tree species in the City's nursery and new tree planting locations.

- D3. Discuss Belle Haven Child Development Center (BHCDC) electrification project and grant funding from Bay Area Regional Energy Network (BayREN) (Attachment)

Sustainability Manager Rachael Londer made the presentation (Attachment)

- Jocelyn Anaya Galvan spoke in support of the BHCDC electrification project and on electrification education.

The Commission discussed construction timeline, grant constraints and how this project can serve as a model for other cities.

ACTION: Motion and second (McKenna/ Angiel) to advance the funding agreement with BayREN for the Decarbonization Showcase program to advance electrification of the BHCDC, passed unanimously.

E. Reports and Announcements

- E1. Reports and announcements from staff and Commissioners

Commissioner McKenna reported out on Make Polluters Pay Town Hall event.

Sustainability Manager Rachael Londer reported out on Juneteenth event at Belle Haven Community Campus (BHCC).

F. Informational items

- F1. 2025-26 Environmental Quality Commission work plan (Attachment)

G. Adjournment

Chair Hill adjourned the meeting at 8:02 p.m.

Management Analyst II Liz Tapia

Considerations for Tree Removal Valuation

HERITAGE TREE ORDINANCE
ADMINISTRATIVE GUIDELINES
AD HOC SUBCOMMITTEE

NANCY HEDLEY
SUSANNAH HILL
JEFF SCHMIDT

**Impacts of removals
across health, climate,
environment,
geography, and
aesthetic
considerations**

Expanded Valuation to Reflect City -wide Impacts

Tree removals impact community priorities

Tree canopy size and health

Property values

Climate change resilience

Public health

City actions always consider all residents' interests

Urban Canopy Reduction

Decades of investment in Menlo Parks urban canopy are valued by Menlo Park's residents and are embodied in Heritage Tree Ordinance

Shared Air Quality

Cumulative impact of city-wide tree removals reduces Menlo Park's shared air quality

City's Desirability

Cumulative impact of city-wide tree removals reduces Menlo Park's beauty as it appeals to new home buyers

Full Neighborhood Impact

Tree removal impacts its property parcel and also adjacent parcels, immediate neighborhood, and magnitude of canopy's diminishment

Multiply base valuation figure by important factors

$$V_{\text{tree}} = V_{\text{base}} \times M_{\text{air}} \times M_{\text{canopy1}} \times M_{\text{canopy2}} \times M_{\text{removal}} \times M_{\text{input}}$$

$V_{\text{base}} \times M_{\text{air}} \times M_{\text{canopy1}} \times M_{\text{canopy2}} \times M_{\text{removal}} \times M_{\text{input}}$

Factor	Factor	Intent	Calculation
V_{base}	Baseline value	Today. Existing calculation from arborists commonly used formula	per today's HTO formula with arborists society data set
M_{air}	Impact on air quality	Neighborhoods with poorer air quality can less afford the loss of a tree, since it contributes to air quality improvement.	Data: census tract air quality from County. Variable: 10% of tracts with highest pollution get highest weighting, down to 10% with least pollution
M_{canopy1}	Impact on canopy of neighborhood	The density of tree cover in the immediate neighborhood affects the value of a tree. A lone tree has more canopy value	Data: tree census by Arborist at site and city-wide Variable: Highest weighting for lack of trees
M_{canopy2}	Time to replace canopy impact	Years for proposed replacement tree to reach the same size, volume, canopy as removed tree, to account for the prolonged absence of the tree's benefits.	Data: Comparison of new with removed tree for measurement and species Variable: Highest weighting for no replacement tree, lowest rating for identical tree
M_{removal}	Recent tree removals	A neighborhood with many tree removals requires increased canopy protection	Data: permits, citizen reports, City Arborist reporting Variable: Highest weighting for (tract? ¼ mile?) with most healthy trees removed past 5 years, lowest weighting for no healthy trees removed
M_{input}	Community input (where applicable)	Community input multiplier, reflecting quantity and quality of residents' input in a specific case <i>example - large development with many removals</i>	Data: City Arborist office summary of written and in person input from community about tree removal Variable: in cases where this variable applies, the Environmental Quality Commission determines the qualitative weight of reasons given by commenters and their standing/how impacted they would be

URBAN FOREST RECOMMENDATIONS

HERITAGE TREE ORDINANCE ADMINISTRATIVE
GUIDELINES AD HOC SUBCOMMITTEE

NANCY HEDLEY, SUSANNAH HILL, JEFF SCHMIDT

D4-PRESENTATION





Photo credit: Jean-Paul Renaud, originally published in The Almanac on 10/15/24

IMPORTANCE OF THE URBAN FOREST

TREES ARE ESSENTIAL

Public Health and Social Benefits
Environmental Benefits
Economic Benefits
Community Engagement & Education

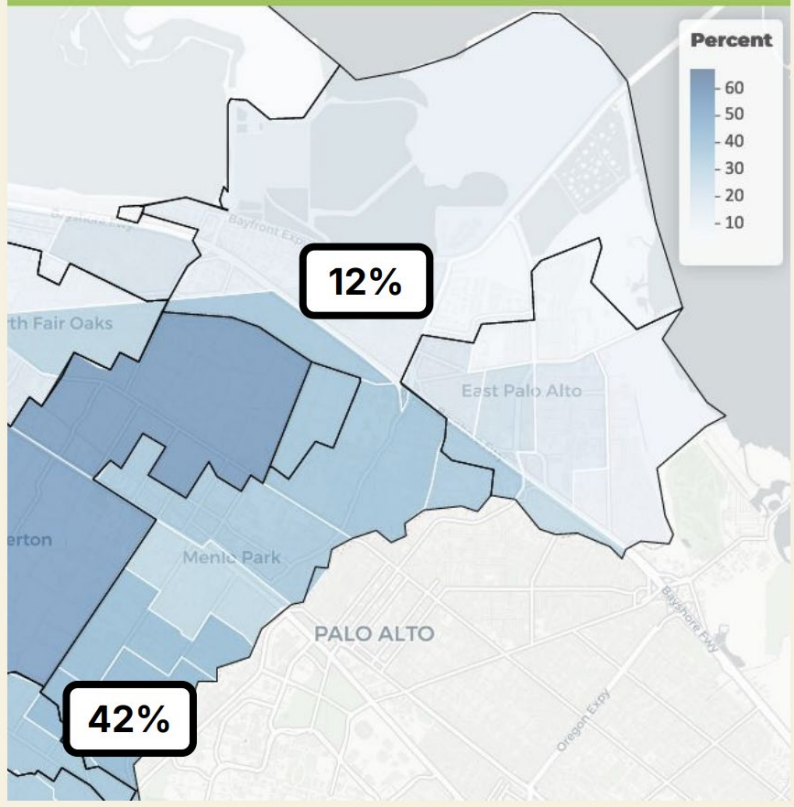
LET'S GET STARTED

Sources:

<https://canopy.org/tree-info/benefits-of-trees/>

<https://dashboard.sustainablesanmateo.org>

Urban Tree Canopy



Source: Source : US Forestry Service. (2018). Urban Canopy GIS Data via Sustainable San Mateo County

OBSERVATIONS OF OUR CHALLENGES

- Trees are not valued for their full benefits to our neighborhoods and residents (GHG, heat/shade, air quality, public health, wildlife habitats, and quality of life)
- Current standards for tree removal and replacement during development, including large-scale city projects and public works, are not sufficient. Missing elements include:
 - Larger replacement ratios
 - Replacements with more mature trees
 - Adding replanting and tree education to community benefits in development agreements
 - Verify tree replacement planting and survival
- Lack of data on total canopy
- Canopy inequities across the city and no long-range strategy to address them (Belle Haven 12% coverage, Menlo Park overall at 28%)



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Photo credit: City of Menlo Park Instagram

RECOMMENDED ACTIONS



CREATE NEW PROJECT PLAN FOR URBAN FOREST MGMT PLAN (UFMP)

Reset project plan after the CalFIRE decision



INVENTORY

Perform canopy inventory for entire city



DEFINE CITYWIDE METRICS & TARGETS

Set goals for our urban forest



CREATE THE NEW UFMP

To guide and direct the city's investments in urban forestry over the long-term



BUILD COMMUNITY COMMITMENT

Promote tree planting, care, and protection through outreach, engagement, and education



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Canopy employees Arlene Nuñez García and Bria Blitch with young event attendees

Photo credit: City of Menlo Park Instagram



CREATE NEW PROJECT PLAN

Reset the main steps and timing to create an Urban Forest Management Plan (UFMP):

1. Identify project lead(s)
2. Create project teams
3. Establish project plan
4. Communicate project plan to EQC and City Council and regularly provide updates



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Photo credit: City of Menlo Park Instagram



INVENTORY

Perform canopy inventory:

- Complete drone-based canopy inventory for entire city
- Analyze results to determine priorities



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Photo credit: City of Menlo Park Instagram



DEFINE METRICS AND TARGETS

Define citywide metrics and targets for our urban forest:

- Identify key metrics to assess the current state of our urban forest (e.g. canopy coverage by census tract or district, number of public and private heritage trees, trees planted and removed, etc.)
- Identify targets for the protection and growth of our urban forest, especially including healthy heritage tree removals
- Track progress toward goals and report out during annual arborist updates to EQC
- Update dashboards providing community members with insight into year-over-year trends for key metrics (Dashboards currently report on [heritage tree removals](#) for the most recent fiscal year and [Arbor Day/Mayor tree plantings](#).)



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Photo credit: City of Menlo Park Instagram



CREATE NEW UFMP

To guide and direct the city's investments, programs, and actions in urban forestry over the long-term:

1. Fund plan creation and its multi-year implementation via the annual budget
2. Secure grants to support UFMP outreach, creation, planting, care, and education
3. Leverage Canopy and other non-profits and community-based organizations
4. Write and publish an inspirational UFMP that succeeds in protecting and expanding our urban forest



EUGENE, OR



SAN FRANCISCO, CA



Source: National Band & Tag Company



BUILD COMMUNITY COMMITMENT (1/2)

Promote tree planting, care, and protection through outreach, engagement, and education:

- Continue community education initiatives about tree planting and care (record and create library of classes available online, offer tree tours)
- Continue to involve community in tree plantings and celebrations
- Celebrate trees planted with signage (see left for ideas)
- Create signage, arboretum-style, for heritage trees on city property. i.e. "Menlo Park protects heritage trees on public and private land. Learn more [QR code]"
- Invite community to add signage for heritage street trees on their property

CITY OF SAN JOSÉ STREET TREE DISCLOSURE FORM

The City of San José ("City") requires the seller or transferor of residential real property ("Property") in the City to disclose to the acquirer of the Property whether the Property fully complies with the City's requirements to have, maintain and if necessary, replace street trees pursuant to the San José Municipal Code ("SJMC").

13.28.195 Disclosure Obligations Upon Sale or Transfer of a Residential Real Property

A. Not less than seven (7) business days before the sale or other transfer of residential real property concludes a selling or transferring property owner must disclose to the acquiring property owner, on a disclosure form provided by the City, whether the residential real property to be sold or transferred fully complies with the City's street tree maintenance and replacement requirements of Sections 13.28.130.B and 13.28.190.

B. If the selling or transferring property owner cannot determine whether street trees located on the residential property are substantially in compliance with the approved development permits for the property, or the property's approved development permits are inconclusive as to the requirements for the presence and location of street trees on the property, then the following requirements for the planting and presence of street trees shall apply:

1. The property must have one (1) street tree for any adjacent street if it is an interior lot and at least three (3) street trees if it is a corner lot, unless otherwise modified by the Director in the interest of public safety.
2. If the current General Plan requirements for street trees on the property differ from the requirements specified in Subsection B.1, then the current General Plan requirements shall govern the number and location of street trees required on the property at the time of sale or transfer. If the property meets the General Plan requirement, then the selling property owner must indicate such compliance with the General Plan on the disclosure to the acquiring property owner.
3. All street trees shall be planted in accordance with the requirements of Section 13.28.070.

C. Upon a written request, the Director may grant the selling or transferring property owner an exemption in writing from the requirements of this Section if the Director determines in the interest of public safety that planting and maintaining street trees on the residential property at the time of sale or transfer is not appropriate. Such an exemption does not run with the land and shall not allow any deviations from the disclosure requirements upon residential real property sales or transfers for future sellers or transferors.

To the best of my / our knowledge but without any investigation, I / WE, _____ disclose that the street tree(s) on the Property to be sold or transferred and located at _____, San José, CA _____ are in the following condition:

- ☐ 1. The Property fully complies with the street tree requirements outlined in the SJMC.
- ☐ 2. The Property does not have the required number of street trees as required by the SJMC.
- ☐ 3. The Property has the required number of street trees but the street trees have not been maintained as required by the SJMC.
- ☐ 4. Seller/Transferor is unaware if the requirements to have and maintain street trees on the Property have been met.

Source: <https://www.scca.or.com/wp-content/uploads/2017/10/disc-sjtree.pdf>



BUILD COMMUNITY COMMITMENT (2/2)

Promote tree planting, care, and protection through outreach, engagement, and education:

- Consider municipal ordinance (city council approval) to implement real estate disclosure program to inform property purchasers of Menlo Park's Heritage Tree Ordinance and count of heritage and non-heritage trees on the property (ex: San Jose at left)
- Create "Menlo Park Tree Specialist" certification for real estate agents



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Photo credit: City of Menlo Park Instagram

IN SUMMARY



CREATE NEW PROJECT PLAN FOR URBAN FOREST MGMT PLAN (UFMP)

Reset project plan after the CalFIRE decision



INVENTORY

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DEFINE CITYWIDE METRICS & TARGETS

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CREATE THE NEW UFMP

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Canopy employees Arlene Nuñez García and Bria Blitch with young event attendees

Photo credit: City of Menlo Park Instagram



RECOMMENDATIONS FOR EQC/CITY COUNCIL

SUPPORT AND FUND URBAN CANOPY

City Council to continue to support the protection and expansion of the urban forest, including the creation of the UFMP, as part of the annual budget process, with a particular emphasis on reducing canopy inequity across the city.

ENACT DISCLOSURE ORDINANCE

Enact an ordinance to require real estate disclosures from sellers to buyers upon transfer of property about our urban forest and Heritage Tree Ordinance

THANK YOU





STAFF REPORT

Environmental Quality Commission

Meeting Date: 7/15/2026

Staff Report Number: 26-002-EQC

Regular Business: Deny the appeal and uphold staff's decision to deny the permit application to remove one heritage tree at 2174 Clayton Dr.

Recommendation

Staff recommends that the Environmental Quality Commission (EQC) deny the appeal and uphold staff's decision to deny the permit application (Attachment A) to remove one heritage tree at 2174 Clayton Dr.

Policy Issues

Menlo Park Municipal Code section 13.24.060 Heritage Trees, Appeals provides the framework for an appeal process. Under Criterion 5: Development, the permit applicant or any Park City resident may appeal a heritage tree permit decision to the EQC. Heritage tree removal decisions made by staff, the EQC, or City Council, must be related to the decision-making criteria outlined in section 13.24.050 of the Municipal Code (Attachment B).

Background

The City adopted the heritage tree ordinance in 1979 to ensure the large population of healthy trees are protected for the long term. The purpose of the ordinance is to:

- Protect and preserve the scenic beauty and natural environment;
- Prevent erosion of topsoil and sedimentation in waterways;
- Encourage quality development;
- Provide shade and wildlife habitat;
- Reduce air pollutants; and
- Decrease wind velocities and noise.

The ordinance was created to protect and preserve heritage trees on private property by requiring a permit for removal and only allowing removals if there is a good cause. Heritage trees are defined by the size of the trunk as outlined in Table 1 or groups of trees, specifically designated by the City Council.

Table 1: Definition of a heritage tree

Tree species	Trunk circumference (inches)	Trunk diameter (inches)
Any tree other than oaks	47.1 or more	15 or more
Any oak tree native to California	31.4 or more	10 or more

On Sept. 8, 2025, the applicant submitted a request for a minor subdivision permit to split the lot under Senate Bill 9 within the R-1-S (Single-Family Suburban Residential) zoning district into two lots.

On March 3, the applicant submitted a heritage tree removal permit application (Attachment A) for the removal of seven heritage trees. The property has a total of eight heritage trees – one will be preserved and seven are proposed for removal. Table 2 details the tree inventory for the project site, which includes the trunk diameter and tree species.

Table 2: Tree inventory				
Tree number	Tree species	Trunk diameter	Primary removal reason	Recommendation
11	Evergreen ash	31.5	N/A	Preserve
1	Cork oak	34	3: Tree health rating	Remove
2	Cork oak	19	3: Tree health rating	
4	Coast live oak	19	3: Tree health rating	
9	Coast live oak	22	5: Development	
10	Modesto ash	25	3: Tree health rating	
14	Monterey pine	38	3: Tree health rating	
15	Monterey pine	30	3: Tree health rating	

The City arborist reviewed the submitted application and determined the following findings:

Approved Trees #1, 2, and 10, which met the city's requirements for Criterion 3: Tree health rating; and

- Denied Trees #4, 9, 14 and 15, which did not meet the city's requirements for Criterion 3: Tree health rating and Criterion 5: Development.

The City arborist approved the removals of Trees #1, 2, and 10 and issued a decision letter to the applicant on May 8, which initiated the appeal process for the remaining four heritage trees.

On May 22, the appellant, who is also the applicant, submitted an appeal form with supporting documents (Attachment C) to city staff to appeal the city's decision to preserve Trees #9, 14, and 15. The appellant provided cost analysis to show the construction cost of building the alternative design is more 140% of the Tree #9's appraisal value (\$8,000). The costs of constructing the alternative design were provided by a third-party contractor paid by the applicant team. Because the primary removal reason for Tree #9 is due to development, EQC is the appeal body.

On June 11, city staff and the appellant team met to discuss the project and the feasibility of preserving tree #9 with changes to the foundation design.

Analysis

Menlo Park Municipal Code section 13.24.050 outlines a decision-making removal criterion for city staff to

determine if there is good cause for removal, and the administrative guidelines (Attachment D) detail how the Heritage Tree Ordinance is implemented. Table 3 summarizes the criteria.

Table 3: Heritage tree removal criteria	
Removal criteria	Description
Criterion 1: Death	The heritage tree is dead
Criterion 2: Tree risk rating	The condition of the heritage tree poses a high or extreme risk rating.
Criterion 3: Tree health rating	The heritage tree is (a) dying or has a severe disease, pest infestation, intolerance to adverse site conditions, or (b) likely to die within a year.
Criterion 4: Species	The heritage tree has been designated as invasive or low species desirability.
Criterion 5: Development	The heritage tree interferes with (a) proposed development, repair, alteration, or improvement of a site or (b) the heritage tree is causing/contributing to structural damage to a habitable building. There is no financially feasible and reasonable design alternative that would permit preservation of the heritage tree.
Criterion 6: Utility interference	The removal is requested by a utility, public transportation agency, or other governmental agency due to a health or safety risk resulting from the heritage tree's interference with existing or planned public infrastructure. There is no financially feasible and reasonable design alternative that would permit preservation of the heritage tree.

The applicant submitted a heritage tree removal permit application under Criterion 5: Development because the tree interfered with the proposed new construction BLD2026-01528. The building permit is to construct a new 2,797 square feet (sq. ft.) two-story home with a 367 sq. ft. attached accessory dwelling unit and a 430 sq. ft. attached garage. The heritage tree removal permit application consists of the following City required documents:

- Complete a heritage tree acknowledgement form;
- Complete an arborist report from a city-approved consulting arborist that is written in the last 12 months;
- A landscape plan, which did not meet the city's heritage tree replacement requirements;
- Proposed construction site plans;
- Alternative designs to preserve the trees; and
- Cost analysis of an alternative design that preserves the trees in relation to the appraised value of tree(s).

The applicant proposed to plant four (4) 24-inch box 'Okame' cherry, which does not meet the city's heritage tree replacement requirement (Attachment E). The tree species does not reach a mature height of at least 35 feet, and the number of replacement trees and/or in-lieu fee was insufficient. The replacement tree requirement for Trees #1, 2, 4, 10, 14, and 15 correlates with the size of the heritage tree trunk diameter; whereas, the requirement for Tree #9 is based on the appraised value of the tree. Table 4 compares the applicant's mitigation plan with the city's requirements. The applicant must at least propose

eight tree replacements, pay an in-lieu fee, or a combination of both.

During the City's initial review of the application, the applicant received a comment indicating that the proposed tree replacement plan did not meet the City's requirements and was advised to update the plan. However, no revised landscape plan was uploaded with the application.

Table 4: Replacement tree plan				
Tree	Trunk diameter (inches)	Required replacement plan		Proposed replacement plan
		Tree container size and/or in-lieu fee		
Tree #1: Cork oak	34	36-inch tree box	\$1,200	Four (4) 24-inch box
Tree #2: Cork oak	19	#15 container	\$200	
Tree #4: Coast live oak	19	#15 container	\$200	
Tree #9: Coast live oak	22	For example: One (1) 48-in tree box, two (2) 36-in tree box, one (1) 24-in tree box, and one (1) #15 container	\$8,000	
Tree #10: Modesto ash	25	24-in tree box	\$400	
Tree #14: Monterey pine	38	36-in tree box	\$1,200	
Tree #15: Monterey pine	30	36-in tree box	\$1,200	

Additionally, Tree #9 was denied because the tree is in excellent health. Coast live oaks are very tolerant of root impacts. Therefore, this tree will have a relatively high tolerance for construction impacts. It is possible to retain this tree with redesign and appropriate tree protection measures consistent with industry standards. City staff provided a comment to the applicant to redesign to ensure the new house is proposed at least 5.5 feet from the tree's trunk.

An appeal was submitted to provide further details on why the new construction cost would be more than 140% of Tree #9's appraisal value.

Next steps

According to the Menlo Park Municipal Code section 13.24.060(c)(3), the role of the EQC is to "only consider removal alternatives/concepts and third-party expert evidence submitted to the city during the review period." Staff recommends the EQC to deny the appeal and uphold staff's decision to preserve Tree #9 based on the city arborist findings.

If the EQC denies the heritage tree removal, the appellant may have the option to appeal the EQC's

decision to the City Council. Any appeal must be filed within 15 days of the EQC hearing date. The City Council would then hear the appeal and make the final decision.

Impact on City Resources

There are no additional City resources required for this item.

Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§15378 and 15061(b)(3) as it will not result in any direct or indirect physical change in the environment.

Public Notice

Public notification for this meeting was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Heritage tree permit application
- B. Hyperlink – Municipal Code Chapter 13.24 Heritage Trees: ecode360.com/47074285#47074285
- C. Heritage tree appeal submittal
- D. Hyperlink – Heritage tree ordinance administrative guidelines:
www.menlopark.gov/files/sharedassets/public/v/1/public-works/documents/heritage-trees/heritage-tree-ordinance-administrative-guidelines-final_202009211246068035.pdf
- E. Hyperlink - Heritage tree replacement requirements:
www.menlopark.gov/Government/Departments/Public-Works/Maintenance-Division/Trees/Heritage-tree-replacement-requirements

Report prepared by:

Joanna Chen, Management Analyst II

Jillian Keller, City Arborist

Report reviewed by:

Azalea Mitch, Public Works Director

HERITAGE TREE REMOVAL PERMIT APPLICATION

Public Works
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6760

ATTACHMENT A



Please have the following documents before submitting an application online through the City's online permit portal:

- ☒ Completed and signed version of this form;
- ☒ Obtain an arborist report from a City-approved consulting arborist; and
- ☒ Attach a landscape plan or complete the replacement tree section below. Please refer to heritage tree replacement requirements for a list of appropriate replacement trees and guidelines to estimate the monetary values of replacement trees.
- ☐ Additional documents are required for development-related heritage trees.

The online submittal process requires additional contact information and detailed information on each tree proposed for removal. Incomplete applications will not be processed. The form may be signed digitally, or the form may be printed, signed and scanned. If you are signing digitally, please note that the signature should be added last, after all the proposal information has been entered.

Proposal information

Applicant:	Isabella Sun
Property owner:	MP Clayton LLC
Address:	2174 Clayton Dr, Menlo Park, CA 94025
Description of proposed removal(s):	Remove 9 trees showing in the arborist report. Tree #1,2,3,4,9,10,12,14,15.

Replacement tree plan

Planting location:	Pls refer to the landscaping plan.
Tree species:	
Container size:	
In-lieu fee, if applicable:	

Acknowledgements and authorizations

- Tree(s) may not be removed (or pruned over 25%) until the applicant has received a permit approval form, which must be on site for inspection while tree work is performed.
- Tree replacement(s) must be planted within 90 days of permit issuance.

I (we) hereby agree to hold the City harmless from all costs and expenses, including attorney's fees, incurred by the City, including but not limited to, all cost in the City's defense of its actions in any proceeding brought in any State or Federal Court challenging the City's actions with respect to the proposed tree removal.

I (we) authorize access and inspection of tree in my (our) absence.

By signing this form, the signatory acknowledges they own the property and that the information provided is accurate.

Property owner signature and date

YES GROUP PRIME COMPANY

Licensed General Contractor, CSLB # 1138993

305 Belmont Avenue, Suite A

Redwood City, CA 94061

SUBJECT: Cost Increase for Alternate Design, for tree #9 Removal

Address: 2174 Clayton Drive, Menlo Park

Dear Ms. Sun:

Per your request Below is our Feasibility Calculation to show the construction cost increase due to the alternate design from your Architect for the Tree#9 Removal, on the site at 2174 Clayton Drive, Menlo Park.

The alternate design will have to extend more floor/exterior wall/ roofing to the rear in order to save the Tree #9, such will incur more construction cost at least for the following:

- Foundation:	15,000
- Framing:	15,000
- Flooring	10,000
- Exterior wall:	8,000
- Roofing:	7,000
Subtotal:	55,000

Tree #9 Appraised Value: $8,000 \times 140\% = 11,200$

Thank you for the opportunity to work with you.

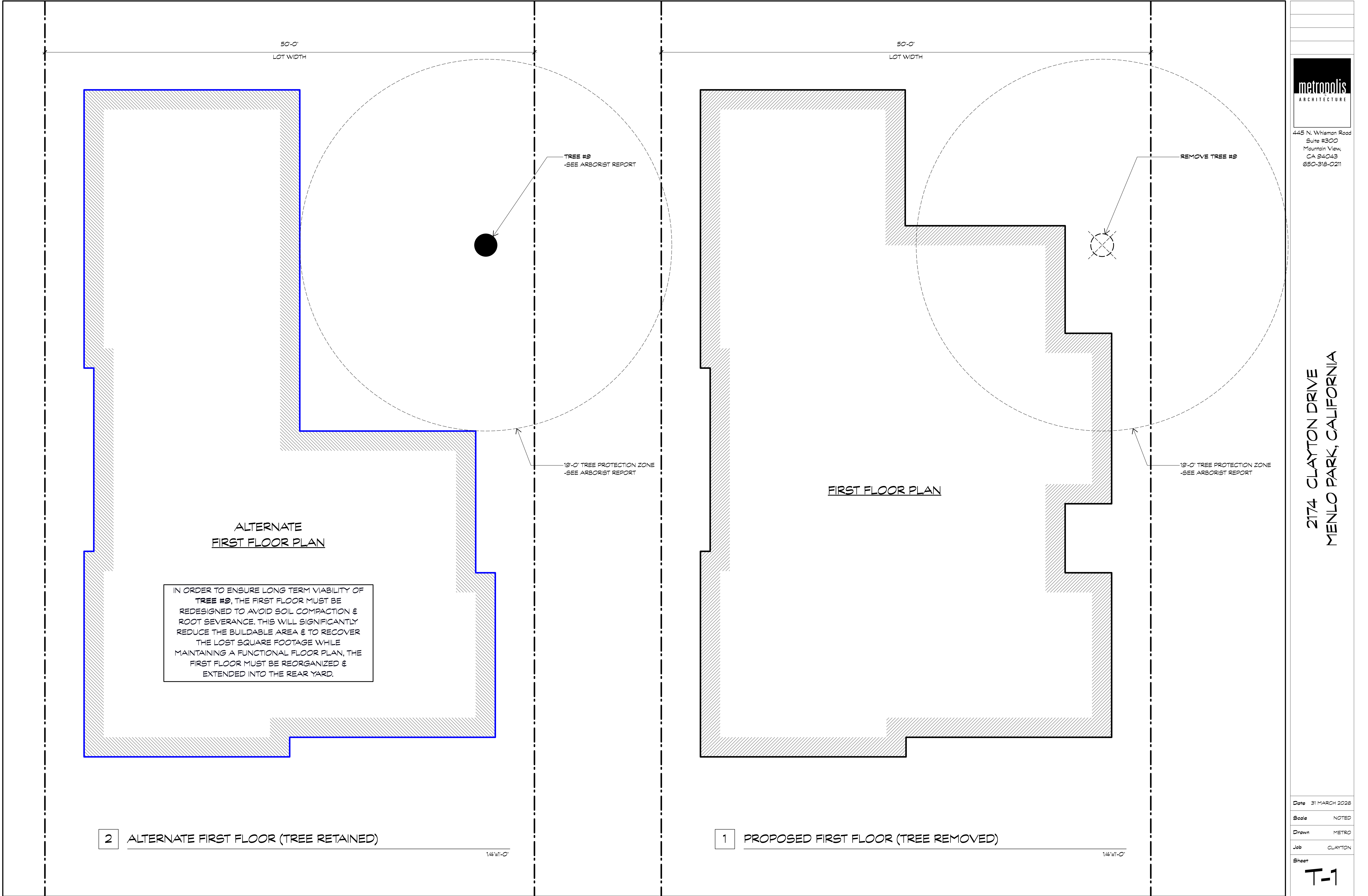
Respectfully,

Gloria Su

Estimator

Yes Group Prime Company

CSLB # 1138993

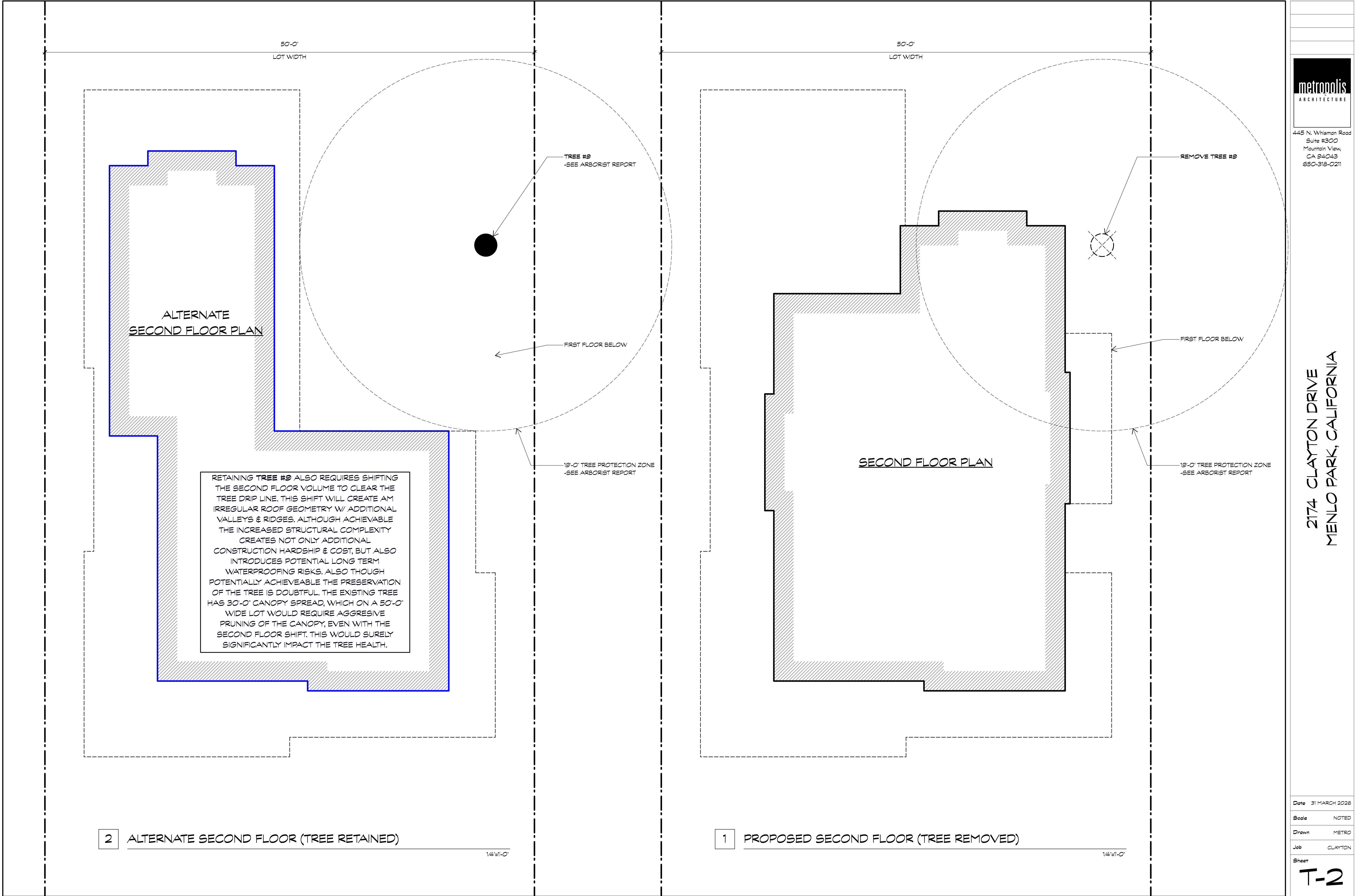


445 N. Whisman Road
Suite #300
Mountain View,
CA 94043
650-318-0211

2174 CLAYTON DRIVE
MENLO PARK, CALIFORNIA

Date 31 MARCH 2026
Scale NOTED
Drawn METRO
Job CLAYTON

Sheet
T-1



445 N. Whisman Road
Suite #300
Mountain View,
CA 94043
650-318-0211

2174 CLAYTON DRIVE
MENLO PARK, CALIFORNIA

Date 31 MARCH 2026
Scale NOTED
Drawn METRO
Job CLAYTON

Sheet
T-2

2174 Clayton Dr Menlo Park CA Arborist Report 2025



Prepared For:
Isabella Sun

Site: 2174 Clayton Drive
Menlo Park, CA 94025



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



DAVID BECKHAM
WE#10724A



DAVID BECKHAM
WE#10724A

KIELTY

ARBORISTS SERVICES LLC

Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

December 5th, 2025

Attn: Isabella Sun

Subject: Tree protection plan for 2174 Clayton Drive, Menlo Park, CA 94025

INTRODUCTION AND OVERVIEW

Kiely Arborists Services LLC visited the property at 2174 Clayton Dr, Menlo Park on July 30, 2025 to evaluate the trees present with respect to the proposed construction project. The report below contains the analysis of the site visit. Isabella Sun is planning to split a single parcel into two lots. 2-story homes will be constructed on both lots. The current site consists of a residential home, driveway, landscaping, and mixed tree species. The findings and recommendations presented in this report are based on the preliminary site plans titled *Proposed Lot Split A1* by Metropolis Architecture. These plans were electronically provided to us via email and are dated July 3, 2025. By thoroughly analyzing these plans in conjunction with our field observations, we have developed an accurate and reliable assessment of the tree conditions and how best to mitigate potential impacts.

Data Summary:

Total Trees	Total Street Trees	Neighboring Trees	Protected Trees		Non-Protected Trees		Overall Condition Rating		
			Total	Proposed for Removal	Total	Proposed for Removal	<50%	50%-69%	70-100%
15	2	4	11	7	4	2	6	8	1

There are 11 trees on the property, nine of which are protected (#1, 2, 4, 9-11, and 13-15). Four trees included in the survey are located on neighboring property, 3 of which are protected (#5, #6, & #8). Trees #1, 2, 3, 4, 9, 10, 12, 14, and 15 are proposed for removal, as they are in decline or conflict with proposed project features. Retained trees are required to be protected as detailed in the recommendations below. With proper protection and cultural practices, all retained trees are expected to survive during and after construction with appropriate care.

ASSIGNMENT

At the request of Isabella Sun, Kiely Arborists Services LLC conducted a site visit on July 30, 2025 to prepare a comprehensive Tree Inventory Report/Tree Protection Plan for the proposed construction project. This report is a requirement when submitting plans to the City of Menlo Park.

The primary focus of this report is as follows:

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

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

The City of Menlo Park requires the following tree reporting elements for development projects:

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

LIMITS OF THE ASSIGNMENT

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

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

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

METHOD OF INSPECTION

The inspections were conducted from the ground without climbing the trees. No tissue samples or root crown inspections were performed. The trees under consideration were identified based on the provided site plan. To assess the trees, their diameter at 54 inches above ground level (DBH or diameter at breast height) was measured using a D-Tape. For the surveying of multi-trunk trees, our methodology aligns with city ordinances. In cases where the city does not offer specific guidelines for measuring multi-trunk trees, we adhere to the standards outlined in the "Guide for Plant Appraisal, 10th Edition, Second Printing" by the Council of Tree and Landscape Appraisers. Additionally, the protected trees were evaluated for their health, structure, form, and suitability for preservation with the following explanation of the ratings:

EVALUATION FIELDS

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

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

Tree Structure Ratings:	Tree Health Ratings:
Poor: Major uncorrectable structural flaws present; significant dead wood, decay, or multiple trunks; potentially hazardous lean.	Poor: Minimal new growth; significant dieback and pest infestation; expected not to reach natural lifespan.
Fair: Structural flaws exist but less severe; issues like slight lean and crowding on trunk; some uncorrectable issues through pruning.	Fair: Moderate new growth; canopy density 60-90%; potential external threats; not in decline but vulnerable.
Good: Minor flaws; mainly upright trunk, well-spaced branches; flaws correctable through pruning; symmetrical or mostly symmetrical canopy.	Good: Vigorous growth; healthy foliage; 90-100% canopy density; expected natural lifespan.
Suitability for Preservation:	Tree Form Ratings:
Poor: Adds little to landscape; poor health and potential hazards; unlikely to survive construction impacts.	Poor: Highly asymmetric or abnormal form; visually unappealing; little landscape function.
Fair: Contributes to landscape; survival possible with protection during minor construction impacts.	Fair: Significant asymmetries; deviation from species norm; compromised function or aesthetics.
Good: Valuable landscape asset; likely survival during minor to moderate construction impacts with protection.	Good: Near ideal form; minor deviations; consistent aesthetics and function in landscape.

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

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

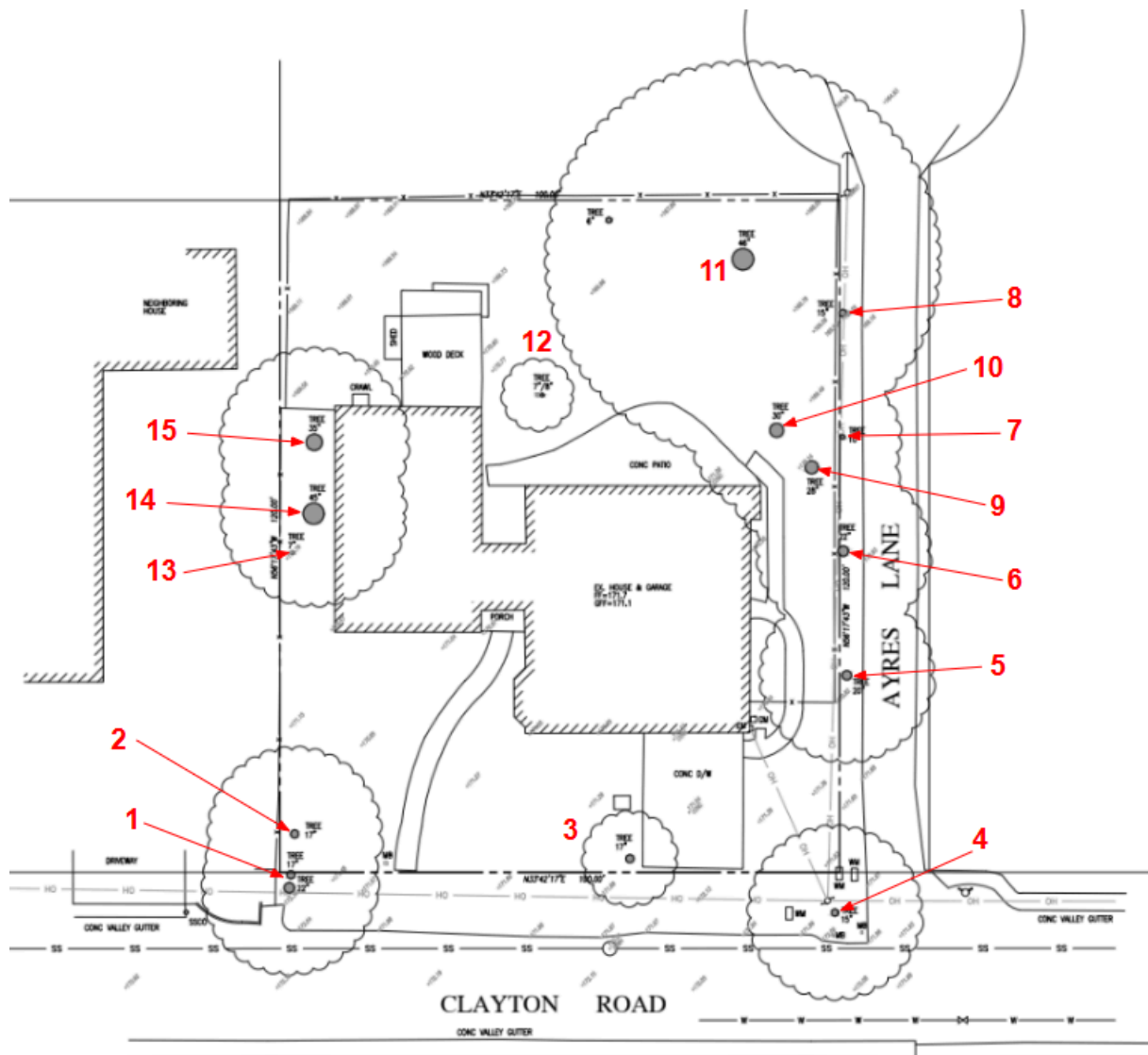
The trees were assigned a condition rating based on a combination of existing tree health, tree structure, and tree form using the following scale.

Tree Tag Number	Protected Tree Status	Preservation or Removal Recommendation	Common Name / Botanical Name	Appraised Value	Trunk Diameter at Breast Height (DBH, inches)	Ten Times the Diameter in (ft.)	Tree Height (ft.) / Canopy Spread (ft.)	Overall Health Assessment	Structural Integrity Assessment	Form and Aesthetic Quality Assessment	Preservation Suitability Rating	Overall Condition Score (0-100%)	Arborist Observations and Tree Notes	Tree Picture #1
1	Yes	(R)	cork oak <i>Quercus suber</i>	\$5,800	21.3, 18	29	35/35	Poor	Fair	Poor	Poor	40	Street tree. At property boundary. Directly under high voltage electrical lines. Significant topping throughout lifespan for utility line clearance. Heading cuts. Sparse foliage.	
2	Yes	(R)	cork oak <i>Quercus suber</i>	\$3,230	19	16	40/25	Poor	Fair	Poor	Poor	40	At property boundary. Side pruned in past for utility line clearance. Stub cuts. Deadwood.	
3	No	(R)	pomegranate <i>Punica granatum</i>	N/A	10	8	25/17	Good	Fair	Poor	Fair	50	1 foot from concrete driveway. Codominant at 3 feet. Deadwood. Stub cuts.	
4	Yes	(R)	coast live oak <i>Quercus agrifolia</i>	\$2,540	18.7	16	35/35	Good	Poor	Poor	Poor	40	Street tree. At property boundary. Directly under high voltage electrical lines. Significant topping throughout lifespan for utility line clearance. Heading cuts. New utility pole for high voltage utilities installed directly at base of tree. Root crown buried with gravel. Irregular crown, one sided.	
5*	Yes	(P)	London plane <i>Platanus x hispanica</i>	\$6,400	20	17	65/35	Good	Fair	Good	Good	65	Neighboring tree. Along lane leading to flag lot properties. Pruned in past for utility line clearance. Narrow planting strip, limited soil volume. 1.5 feet from asphalt driveway.	
6*	Yes	(P)	London plane <i>Platanus x hispanica</i>	\$7,600	22	18	65/35	Good	Fair	Good	Good	65	Neighboring tree. Along lane leading to flag lot properties. Pruned in past for utility line clearance. Narrow planting strip, limited soil volume. 1.5 feet from asphalt driveway.	
7*	No	(P)	London plane <i>Platanus x hispanica</i>	N/A	9	8	55/20	Good	Fair	Good	Good	65	Neighboring tree. Along lane leading to flag lot properties. Pruned in past for utility line clearance. Narrow planting strip, limited soil volume. 2.5 feet from asphalt driveway. Narrow crown, suppressed by adjacent oak. Growing at angle over driveway towards neighboring property.	
8*	Yes	(P)	London plane <i>Platanus x hispanica</i>	\$4,800	17	14	65/35	Good	Fair	Good	Good	65	Neighboring tree. Along lane leading to flag lot properties. Pruned in past for utility line clearance. Narrow planting strip, limited soil volume. 2.5 feet from asphalt driveway.	

Tree Tag Number	Protected Tree Status	Preservation or Removal Recommendation	Common Name / Botanical Name	Appraised Value	Trunk Diameter at Breast Height (DBH, inches)	Ten Times the Diameter in (ft.)	Tree Height (ft.) / Canopy Spread (ft.)	Overall Health Assessment	Structural Integrity Assessment	Form and Aesthetic Quality Assessment	Preservation Suitability Rating	Overall Condition Score (0-100%)	Arborist Observations and Tree Notes	Tree Picture #1
9	Yes	(R)	coast live oak <i>Quercus agrifolia</i>	\$8,000	22.6	19	55/30	Good	Fair	Good	Good	65	At property boundary. Wood fence 1 foot from root flare. 9.5 feet from existing home, 5.5 feet from brick path. Codominant at 10 feet. Smaller lateral growing over driveway toward neighboring home. Crown growing together with adjacent London plane and Modesto ash.	
10	Yes	(R)	Modesto ash <i>Fraxinus velutina</i> 'Modesto'	\$5,300	24.6	21	55/40	Poor	Poor	Fair	Poor	35	In landscape area. 3 feet from brick path, 10 feet from existing home. Codominant at 5.5 feet with included bark. Wounds and decay at base and on main stem. Heavy towards home, suppressed by adjacent oak. One sided crown. Cobra cable installed between laterals 35 feet above grade.	
11	Yes	(P)	evergreen ash <i>Fraxinus uhdei</i>	\$12,600	31.5	26	70/55	Good	Fair	Fair	Good	55	In landscape area. Large surface roots. Large laterals removed in past towards neighboring property. Areas of codominance and included bark throughout crown. Root flare 5 feet from lawn. Drip irrigation tubing for ground cover surrounding tree.	
12	No	(R)	apple <i>Malus domestica</i>	N/A	9	8	22/20	Good	Good	Good	Good	70	In lawn. Surrounded by cobblestone. Pruned away from patio. Abundance of fruit. Loose and missing bark along laterals.	
13	No	(P)	coast live oak <i>Quercus agrifolia</i>	N/A	9	8	25/15	Good	Fair	Good	Fair	65	1.5 feet from property boundary. 6.5 feet from existing home. Codominant at 6 feet. Interior deadwood. Suppressed by adjacent pine.	
14	Yes	(R)	Monterey pine <i>Pinus radiata</i>	\$8,800	38	32	70/40	Fair	Poor	Fair	Poor	40	Along side of existing home. Root flare 1 foot from foundation. Circling roots, limited growing space. Evidence of bark beetles noted on tree. Some flagging of needles. Crowns lifted and pruned away from roof. Main stem 1 foot from roof overhang. Top failed in past, lateral branches have assumed dominance.	
15	Yes	(R)	Monterey pine <i>Pinus radiata</i>	\$5,800	30	25	70/40	Fair	Poor	Fair	Poor	40	Along side of existing home. Root flare 2.5 feet from foundation. Circling roots, limited growing space. Evidence of bark beetles noted on tree. Some flagging of needles. Crowns lifted and pruned away from roof. Main stem 2.5 feet from roof overhang.	

An (*) appearing next to the tree tag number indicates a neighboring tree.

TREE MAP



OBSERVATIONS

Species List:

11 trees were surveyed on the property, and consist of the following species:

- (2) cork oak - *Quercus suber*
- Pomegranate - *Punica granatum*
- (3) coast live oak - *Quercus agrifolia*
- Modesto ash - *Fraxinus velutina* 'Modesto'
- evergreen ash - *Fraxinus uhdei*
- apple - *Malus domestica*
- (2) Monterey pine - *Pinus radiata*

Four trees included in the survey are located on neighboring property, and consist of the following species:

- (4) London plane - *Platanus x hispanica*

Trees Proposed For Removal:

Total Removed Trees	Significant / Protected Trees	Non-Protected Trees
8	7	2

Protected trees proposed to be removed:

Cork oak #1 and #2 were assigned poor condition ratings. Oak #1 is a street tree, located at the property boundary, and directly under high voltage electrical lines. Significant topping and heading cuts have occurred throughout its lifespan for utility line clearance. Codominance of the main stem occurs approximately 18 inches above grade, the base of the tree is surrounded by ivy, and the crown exhibits sparse foliage. Oak #2 is located at the property boundary, and offset from high voltage utility lines. The tree has been side pruned in the past for high voltage utility line clearance. Stub cuts and extensive deadwood are visible in the irregularly shaped crown.

Constant tree pruning, especially if performed improperly or during the wrong time of year, can have significant negative impacts to the health of any tree species. Over-pruning, in the form of topping or stub cuts, removes large amounts of foliage which reduces photosynthesis and weakens the tree overall. Topping oak trees creates large wounds that struggle to heal, making them vulnerable to pests and diseases. Additionally, repeated topping encourages the growth of weakly attached watersprouts. These new growths are susceptible to breaking during storms, which increases the long-term risk of limb failure.

For long-term safety and tree health, especially with tall, fast-growing species or those that have been severely topped multiple times, removing the tree and replacing it with a more suitable species planted further from power lines may be the best solution. To minimize future conflicts and extensive pruning, it's crucial to select and plant trees in the correct location, and take into careful consideration their mature height in relation to overhead utilities.

Removal of the oak trees #1 and #2 is requested, given the extent and severity of their state, as no mitigation measures are expected to meaningfully improve tree condition. The affected trees are beyond recovery, and their

decline is inevitable. The proposed tree removals align with the following criteria for tree removal in the City of Menlo Park:

Criterion 3: Tree Health Rating. The heritage tree is (A) dying or has a severe disease, pest infestation, intolerance to adverse site conditions, or other condition and pruning or other reasonable treatments based on current arboricultural standards will not restore the heritage tree to a fair, good or excellent health rating as defined in the Guide for Plant Appraisal, 10th Edition, or its successor manual or the administrative guidelines or (B) likely to die within a year.

Criterion 6: Utility Interference.



Showing cork oak #1 and #2



Coast live oak #4 was assigned a poor condition rating. This street tree is located at the property boundary, directly under high-voltage electrical lines. Significant topping and heading cuts have occurred throughout its lifespan for utility line clearance, resulting in an irregular, v-shaped crown.

A new utility pole for high-voltage power lines was recently installed directly at the base of the tree, and the root crown has been buried by gravel. Based on the pole's proximity to the root crown, there is a good possibility that structural roots larger than 2" in diameter were removed to accommodate the work.

Oak #4 is in an identical situation to the previously mentioned oaks located near power lines at the front of the property. Improper or mistimed pruning, especially topping or stub cuts, severely harms trees by reducing photosynthesis and weakening them. Topping creates wounds that heal improperly and are vulnerable to pests and diseases.

Repeated topping also encourages watersprouts that further lead to poor tree form and are prone to storm breakage. For long-term safety and tree health, removal and replacement with a more suitable species planted away from power lines is the best alternative. Proper species selection and placement considering mature height is critical to avoid future conflicts and excessive pruning.

Removal of the oak tree is requested, given the extent and severity of its conditions, as no mitigation measures are expected to meaningfully improve tree condition. The affected tree is beyond recovery, and its decline is inevitable. The proposed tree removals align with the following criteria for tree removal in the City of Menlo Park:

Criterion 3: Tree Health Rating. The heritage tree is (A) dying or has a severe disease, pest infestation, intolerance to adverse site conditions, or other condition and pruning or other reasonable treatments based on current arboricultural standards will not restore the heritage tree to a fair, good or excellent health rating as defined in the Guide for Plant Appraisal, 10th Edition, or its successor manual or the administrative guidelines or (B) likely to die within a year.

Criterion 6: Utility Interference.



Coast live oak tree #9 is situated at the property boundary, with a wood fence located just one foot from its root flare. The tree stands approximately 9.5 feet from the existing home and 5.5 feet from an adjacent brick path. Structurally, the tree is codominant at approximately 10 feet above grade and supports a smaller lateral limb that extends over the driveway toward the neighboring property. The crown of this tree is growing into and overlapping with adjacent trees, specifically a London plane and a Modesto ash, resulting in crown competition and limited canopy development on the side facing inward to the site.

Showing oak tree #9

As part of the current project, the lot is proposed to be subdivided and redeveloped with a new single-family residence. Coast live oak #9 occupies a substantial portion of the buildable area of the new parcel. The tree protection zone (TPZ), calculated at ten times the tree's diameter, extends 19 feet from the trunk, while the proposed residence is designed to be 3.5 feet from the tree. Best management practices for construction near native oaks recommend avoiding

development within at least six times the diameter of the tree (11.3 feet in this case) to minimize impact. Building closer than this threshold would result in significant encroachment into the root zone and likely damage the tree's structural and absorbing roots, compromising its long-term health and stability.

Preserving the tree within the current development footprint would require a redesign that shifts the proposed residence to a minimum distance of 11.3 feet from the tree. To maintain the original floor area, this would necessitate cantilevering a portion of the building from the 11.3-foot point back out to the originally proposed

3.5-foot setback. This cantilevered solution has been cost-estimated and exceeds 140% of the appraised value of the tree, which was determined to be \$8,000. Based on the City of Menlo Park's development-related tree removal criteria, when the incremental cost of a tree preservation alternative exceeds 140% of the appraised value of the tree, that alternative is presumed to be financially infeasible.

Accordingly, the proposed removal of coast live oak tree #9 meets the following criterion under the City of Menlo Park Tree Ordinance: *5. Development: The following guidance will be used to determine feasibility: If the incremental cost of the tree preservation alternative is more than 140% of the appraised value of the tree, the cost will be presumed to be financially infeasible.*

Given the physical constraints of the site, the extent of required structural adjustments, and the financial burden of implementing a tree preservation alternative, removal of coast live oak #9 is justified and consistent with the City of Menlo Park's standards for tree removal in the context of development.



Modesto ash #10 was assigned a poor condition rating. The tree is located in a landscaped lawn area 3 feet from a brick path, and 10 feet from the existing home. Codominance of the main stem with included bark occurs 5.5 feet above grade. Wounds and decay are visible at the base of the tree and along the main stem. The tree grows heavily towards the existing home, and growth suppression has been caused by an adjacent oak, resulting in a one-sided crown. Synthetic cabling has been installed in the crown between laterals, approximately 35 feet above grade.

Showing cavity at root crown

This tree has root rot disease as a large cavity at the root crown and lower trunk was observed. The tree is only expected to continue its decline and not improve. Modesto ash commonly experience a condition known as ash decline. While trees can survive for an indeterminate period of time with ash decline, they will eventually experience dieback and mortality.

Drought, cold damage, and improper watering can weaken trees and make them more susceptible to decline.

Additionally, fertilizing, pruning, and lawn watering practices can negatively impact tree health. Modesto ash trees also commonly exhibit internal decay, cavities, and splitting limbs, which is made worse by the aforementioned issues.

Removal of the ash is requested, given the extent and severity of its conditions, as no mitigation measures are expected to meaningfully improve tree health. The affected tree is beyond recovery, and its decline is inevitable. The proposed tree removals align with the following criteria for tree removal in the City of Menlo Park:

Criterion 3: Tree Health Rating. The heritage tree is (A) dying or has a severe disease, pest infestation, intolerance to adverse site conditions, or other condition and pruning or other reasonable treatments based on current arboricultural standards will not restore the heritage tree to a fair, good or excellent health rating as defined in the Guide for Plant Appraisal, 10th Edition, or its successor manual or the administrative guidelines or (B) likely to die within a year.



Monterey pines #14 and #15, located near the home's foundation (approximately 1 foot and 2.5 feet away, respectively), are in poor condition due to limited growing space and close proximity to site features, leading to large-diameter circling roots. Evidence of bark beetles, including entry points and frass, is present on the main stems and at the base of both trees, indicating active or recent colonization. Flagging of needles is also visible in the crowns. This is a serious concern as bark beetles can rapidly accelerate a decline in health of Monterey pines by girdling vascular tissues and introducing pathogens.

Despite past crown lifting and pruning for roof clearance (main stems are approximately 1 foot and 2.5 feet from the roof overhang), both pines exhibit significant and irreversible defects. These include deadwood, poor live crown ratios, one-sided canopies, codominant stems with poor attachments, and a history of top or limb failure (the top of pine #1 failed previously, with lateral branches assuming dominance).

The trees also have exposed surface roots due to poor site placement and overcrowded growing conditions, further contributing to their compromised state.

Removal of these two pine trees is requested, given the extent and severity of these conditions, as no mitigation measures are expected to meaningfully improve tree health. The affected trees are beyond recovery, and their decline is inevitable. The proposed tree removals align with the following criteria for tree removal in the City of Menlo Park:

Criterion 3: Tree Health Rating. The heritage tree is (A) dying or has a severe disease, pest infestation, intolerance to adverse site conditions, or other condition and pruning or other reasonable treatments based on current arboricultural standards will not restore the heritage tree to a fair, good or excellent health rating as defined in the Guide for Plant Appraisal, 10th Edition, or its successor manual or the administrative guidelines or (B) likely to die within a year.

Non-Protected Trees to be Removed:



Tree tag #12 - apple was assigned a good condition rating. The tree is located in the lawn, and surrounded by cobblestone. Loose and missing bark is visible along laterals.

The apple tree is located directly in the footprint where the new home is proposed for construction. This tree does not meet the threshold for protection under local ordinances and therefore does not require replacement planting as a condition of removal.

Pomegranate tree #3 is also proposed to be removed to facilitate construction.

Replacement Tree Plan:

Based on City of Menlo Park tree ordinance Section 13.24.090 (3), for heritage tree removal decisions made under Criteria 1, 2, 3, or 4, the monetary value of a replacement tree correlates with the size of the heritage tree trunk diameter (measured from 54 inches above grade). Trees proposed to be removed, must be replaced in the following manner according to City code:

- cork oak #1, 35" in diameter. Replacement tree required: (1) 36-inch box tree
- cork oak #2, 19" in diameter. Replacement tree required: (1) #15 container
- coast live oak #4, 18.7" in diameter. Replacement tree required: (1) #15 container
- Modesto ash #10, 24.6" in diameter. Replacement tree required: (1) 24-inch box tree
- Monterey pine #14, 38" in diameter. Replacement tree required: (1) 36-inch box tree
- Monterey pine #15, 30" in diameter. Replacement tree required: (1) 36-inch box tree

Trunk diameter	Replacement requirement	In-lieu value
10 to 15 inches (only applies to oak)	One #5 container	\$100
Greater than 15 to 20 inches	One #15 container	\$200
Greater than 20 to 30 inches	One 24-inch tree box	\$400
Greater than 30 to 40 inches	One 36-inch tree box	\$1,200
Greater than 40 to 50 inches	One 48-inch tree box	\$5,000
Greater than 50 inches	One 60-inch tree box	\$7,000

Replacement for oak tree #9 (development related)

In accordance with Section 13.24.090(2) of the Menlo Park Municipal Code, removal of coast live oak tree #9—appraised at \$8,000—requires replacement planting equivalent in monetary value. Applicants may fulfill this obligation through a combination of container-grown or boxed nursery trees, using the following valuation structure as defined by the City:

One (1) #5 container: \$100

One (1) #15 container: \$200

One (1) 24-inch box: \$400

One (1) 36-inch box: \$1,200

One (1) 48-inch box: \$5,000

One (1) 60-inch box: \$7,000

To meet the \$8,000 replacement value requirement for tree #9, the applicant may select one of the following equivalent planting strategies (or a proportional combination thereof), pending approval by the City:

One (1) 60-inch box tree and one (1) 24-inch box tree (total value: $\$7,000 + \$400 = \$7,400$) plus two (2) #5 container trees (\$200), totaling \$7,600—rounded out by an additional #15 container tree (\$200) to meet the full \$8,000.

Two (2) 36-inch box trees ($\$1,200 \times 2 = \$2,400$) and three (3) 48-inch box trees ($\$5,000 \times 3 = \$15,000$) would exceed the requirement and could be scaled back accordingly.

Any other configuration totaling \$8,000 in planting value.

All replacement trees should be incorporated into the final landscape plan, and species selection should be appropriate to site conditions and aligned with Menlo Park's preferred species list, particularly native or regionally suitable trees where feasible. Final approval of the replacement plan is subject to City review, and credit will only be granted for installed trees that meet the size and species standards outlined in the ordinance.

PROJECT PLAN REVIEW

The following report's recommendations are contingent upon the contractor adhering to the stated responsibilities. It is the contractor's responsibility to contact the project arborist to schedule all required inspections promptly. Failure to schedule these inspections as needed may result in fines or stop work orders from the city.

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

Preliminary site plans titled *Proposed Lot Split A1* by Metropolis Architecture, dated July 3, 2025, and survey plans titled *Topographic Map C-0* by RW Engineering, Inc. dated March 9, 2025 were reviewed for the findings in this report. A lot split will divide the single parcel into two lots, and 2-story homes will be constructed on both lots.

Foundation Excavation Within Tree Protection Zone – Methodology and Mitigation Requirements

Neighboring London plane trees #5 and #6 are located approximately 4.5 and 6 feet away from the proposed foundation and evergreen ash #11 is approximately 24 feet away from proposed foundation construction. Where the proposed foundation lies within ten times the diameter at breast height (DBH) of neighboring protected trees #5, #6, and on-site tree #11 a pier and grade beam type foundation shall be used. Grade beams shall be placed at grade requiring no more than 4" of excavation between piers. All pier locations shall be excavated by hand under the direct supervision of the Project Arborist. If large structural roots measuring over 2" in diameter are encountered within pier holes, the pier locations shall be shifted to save such root. When excavation is to take place within 10x the diameter of a protected tree all excavation activities shall be performed exclusively by hand using non-mechanized tools such as air knives, rotary hammers equipped with clay spade attachments, and shovels, and must be conducted under the direct supervision of the Project Arborist. This requirement ensures that excavation is carried out in a manner that preserves root integrity and prevents irreversible damage to the tree's structural and absorbing root systems.

All roots 2 inches in diameter or greater encountered during excavation must be preserved in place for arborist inspection prior to any pruning. Once assessed and deemed appropriate for removal, roots shall be cleanly cut on the side opposite the tree using sterilized hand tools, such as sharp handsaws or loppers. The cut surfaces, especially those on the tree side, shall be immediately protected with three layers of thoroughly wetted burlap to prevent desiccation. The contractor is responsible for maintaining moisture in the burlap coverings by wetting them daily for the duration of exposure. To further mitigate potential stress resulting from minor root disturbance, the Tree Protection Zone (TPZ) between the tree and the proposed foundation shall be irrigated biweekly during the dry season. Irrigation shall be sufficient to saturate the upper 12 inches of soil, promoting recovery and maintaining adequate soil moisture for remaining roots.

Additionally, soil compaction from equipment or foot traffic must be avoided within the TPZ, and trenching for utilities must be avoided within the TPZ, and trenching for utilities must either follow existing disturbed corridors or be accomplished via trenchless technology (e.g., directional boring) where conflicts with roots are likely. The arborist should document all findings, approve final pier locations, and verify that the completed work does not undermine the structural stability or health of the protected trees.

Required Documentation

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

Development-related Work:

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

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

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

Pre And Post-Construction Care:

If the project is approved, a comprehensive soil test is recommended to assess and address any nutrient deficiencies for the retained trees on site. Construction is taking place near the trees and thus requires oversight. The soil test shall take place before the start of construction.

Pre-Construction Care:

In the pre-construction phase, it is critical to prepare the trees for the upcoming stress and disturbances. Implementing a deep watering schedule is foundational, ensuring trees receive adequate moisture deep within their root zones. Depending on the recommended soil test analysis, fertilizing may be needed. Within the tree protection zones, it is recommended that an inline drip emitter system be installed in a grid-like manner to provide deep irrigation during the dry season. The irrigation system should be placed on top of the existing grade and require no excavation. The irrigation system shall be turned on by the project arborist as seen fit during the required monthly inspections. Regardless of the soil test results, the use of NutriRoot is still strongly advisable for trees that will be impacted by construction activities. The stresses caused by construction, such as root disturbance, soil compaction, and changes in water availability, can severely affect a tree's health. NutriRoot provides essential nutrients, promotes root growth, and enhances water management, helping trees withstand and recover from these stresses. Importantly, NutriRoot is low in macronutrients, which means it should not cause issues associated with over-fertilization, such as nutrient runoff or root burn. This makes it a safe and effective option for supporting the resilience and vitality of trees during and after construction, ensuring their long-term health and stability.

Post-Construction Care:

Following the completion of construction activities, it's vital to continue supporting the trees' recovery and growth. Annual inspections by a Certified Arborist are recommended to ensure the trees remain in good health. Maintaining the deep watering schedule will ensure that trees remain adequately hydrated. A post-construction application of NutriRoot is advised to sustain soil moisture control and support ongoing root health. It is also pertinent to reintroduce microbial inoculants to restore beneficial microbial communities that may have been

disrupted during construction. Additional applications of soil amendments like Biochar and HydraHume will continue to enhance soil structure, fertility, and water-holding capacity, supporting the trees' long-term health and resilience. Employing air spading techniques can also be advantageous to aerate the soil and gently introduce these amendments without causing root damage.

By adopting this dual-phase approach, (pre- and post-construction) leveraging a combination of deep watering, nutritional support, and soil health enhancement, the strategy aims to not only protect the trees during construction but also promote their recovery and thriving in the post-construction landscape. This holistic care plan underscores a commitment to sustainable tree management, ensuring that the trees remain a valuable and vibrant part of the ecosystem for years to come.

TREE PROTECTION PLAN

Detailed Tree Protection Plan

For the aforementioned tree protection plan, this detailed guide has been designed by Kielty Arborists Services LLC. The following section offers an in-depth perspective on the recommended tree preservation guidelines. The aim is to ensure the conservation, vitality, and beauty of trees during construction and developmental endeavors, mitigating any potential detrimental effects. Adherence to these guidelines is essential to uphold both the ecological significance and visual allure of trees within the designated project vicinity. Effective tree protection during construction or development projects requires the use of fencing to demarcate and protect sensitive areas around trees. Should you have any questions or require further clarification, please contact Kielty Arborists Services directly.

Fencing Specifications:

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



WARNING: TREE PROTECTION AREA

ONLY AUTHORIZED PERSONNEL MAY ENTER THIS AREA

No excavation, trenching, material storage, cleaning, equipment access, or dumping is allowed behind this fence.

Do not remove or relocate this fence without approval from the project arborist. This fencing must remain in its approved location throughout demolition and construction.

Project Arborist contact information:



David Beckham
650-532-4418

City Arborist contact information:

Jillian Keller
Menlo Park City Arborist
650-330-6793



ADVERTENCIA: ÁREA DE PROTECCIÓN DE ÁRBOLES

SOLO PERSONA AUTORIZADO PUEDE ENTRAR EN ESTA ÁREA

No se permite la excavación, zanjeo, almacenamiento de materiales, limpieza, acceso de equipos o vertido detrás de este cerco.

No quite ni reubique este cerco sin la aprobación del arborista del proyecto. El cerco debe permanecer en su ubicación aprobada durante la demolición y construcción.

Información de contacto del Arborista del Proyecto:



David Beckham
650-532-4418

Información de contacto del Arborista de la Ciudad:

Jillian Keller
Arborista de la Ciudad de Menlo Park
650-330-6793

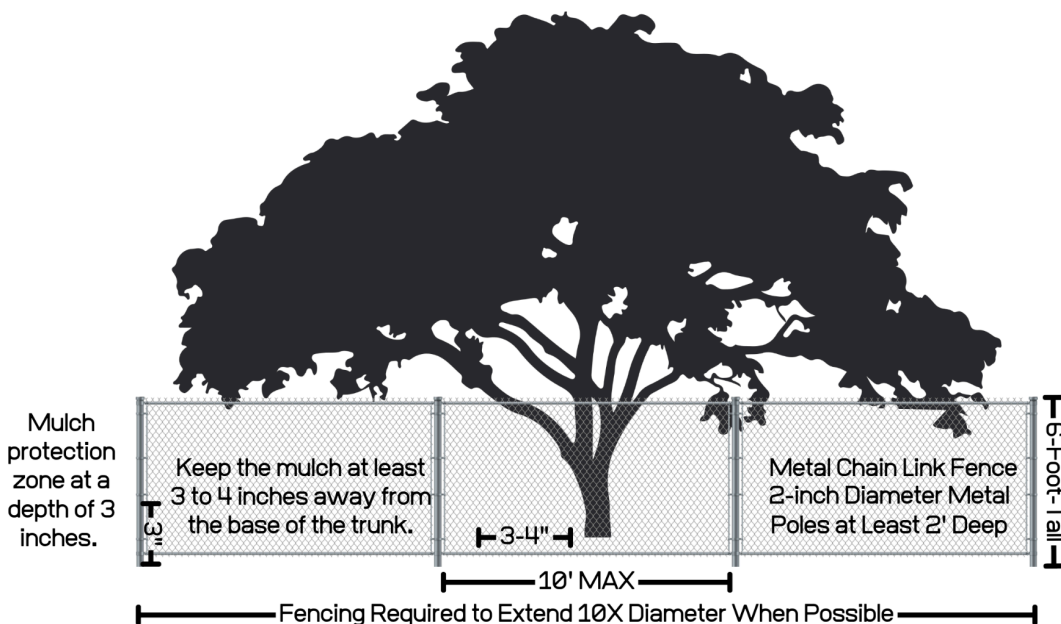
Type I Tree Protection:

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

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

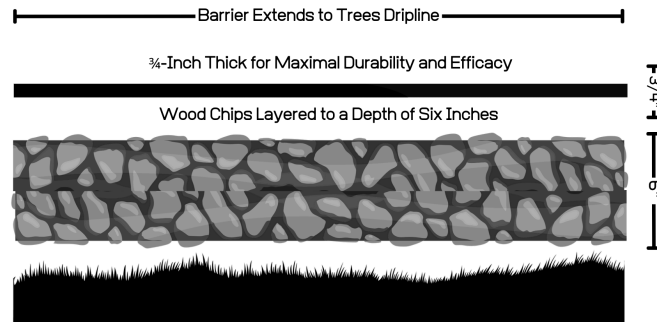
Specifications:

The fencing shall remain intact throughout the duration of the project or until activities within the TPZ are finalized. Tree protection fencing should be a 6-foot-tall metal chain link type supported by 2-inch thick diameter metal posts pounded into the ground to a depth of no less than 2 feet, ensuring stability even in challenging conditions. Poles should be spaced no more than 10 feet apart from center to center, providing a consistent and strong barrier. For trees near existing hardscapes or structures, tree protection fencing shall be placed as close as possible while still allowing access. Sensitive areas may require a landscape barrier if fencing needs to be reduced for access reasons. The location for tree protection fencing for the protected trees on site should be placed at 10x the tree diameters where possible (TPZ). All other non-protected trees are recommended to be protected by fencing placed at the drip line. No equipment or materials should be stored or cleaned inside protection zones. Apply mulch to the tree protection zones at a depth of 3 inches. Spread the mulch evenly throughout the designated area, ensuring it extends to, but does not touch, the tree trunk. Keep the mulch at least 3 to 4 inches away from the base of the trunk to prevent moisture buildup and potential rot. This will provide the necessary benefits of mulching, such as moisture retention and temperature regulation, while helping to maintain tree health. Signs should be placed on fencing signifying "Tree Protection Zone - Keep Out". If fencing needs to be reduced for access or any other reasons, the non-protected areas must be protected by a landscape buffer. All tree protection and inspection schedule measures, design recommendations, watering, and construction schedules shall be implemented in full by the owner and contractor. Trees #5, 6, and 11 are required to be protected by Type I Tree Protection Fencing.

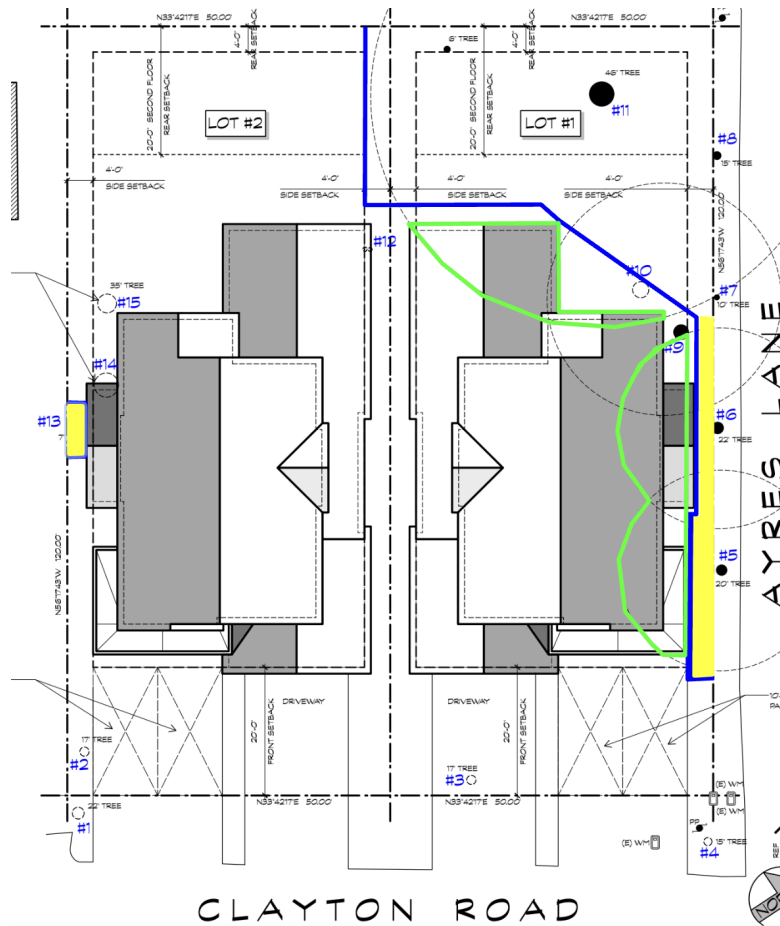


Type I Fencing

If for any reason a smaller tree protection zone is needed for access, a landscape buffer should be used, composed of wood chips layered to a depth of six inches, complemented by plywood atop the wood chips where tree protection fencing would typically be situated. The plywood should be ¾-inch thick for maximal durability and efficacy. This landscape buffer plays a crucial role in mitigating soil compaction within the tree's vulnerable root zone. For optimum stability, it is advisable to securely join the plywood boards, thus preventing any unwanted shifts in the plywood or underlying wood chips. Trees #5, 6, and 13 are recommended to have a landscape barrier installed as these trees are within the side setbacks where access will be needed.



TREE PROTECTION MAP



Page D-3.29

Staging

All tree protection measures must be in place before the start of construction. An inspection prior to the start of construction is often required by the town. All vehicles must remain on paved surfaces if possible. Existing pavement should remain and should be used for staging. If vehicles are to stray from paved surfaces, 6 inches of chips shall be spread, and plywood laid over the mulch layer. This type of landscape buffer will help reduce the compaction of desired trees. Parking will not be allowed off the paved surfaces

Root Cutting

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

Trenching/excavation

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

Grading

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

Irrigation

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

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

Tree Pruning

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

Traffic Within TPZs

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

Chemical and Material Handling

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

Monitoring and Inspection

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

Post-Construction Maintenance

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

Compliance with Environmental Laws

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

Responsibility

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

Emergency Procedures

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

Communication and Training

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

CITY CODE

Heritage And Protected Trees Code:

As Defined In The City Of Menlo Park Municipal Code:

"13.24.020 Definitions

Section 13.24.080(4)(B) identifies special provisions for an oak tree which is native to California. The city arborist has determined the following species of oak trees are native to California:

Coast live oak (Quercus agrifolia)

Scrub oak (Quercus berberidifolia)

Canyon live oak (Quercus chrysolepis)

Blue oak (Quercus douglasii)

Leather oak (Quercus dumosa)

Englemann oak (Quercus englmannii)

Oregon white oak (Quercus garryana)

Black oak (Quercus kelloggii)

Valley oak (Quercus lobata)

Shreve oak (Quercus parvula var. shrevei)

Oracle oak (Quercus x morehus)

Island oak (Quercus tomentella)

Interior live oak (Quercus wislizenii)

Multi-trunk trees, where the trunk splits at 4.5 feet above the ground or less, are measured below the main union.

Multi-stemmed trees with a union occurring below the existing grade shall be considered individual trees and diameter measurements will be taken for each individual stem to determine trunk diameter – independent of the other stem diameters.

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

(5) "Heritage tree" shall mean:

- (A) All trees other than oaks which have a trunk with a circumference of 47.1 inches (diameter of fifteen (15) inches) or more, measured fifty-four (54) inches above natural grade.
- (B) An oak tree (*Quercus*) which is native to California and has a trunk with a circumference of 31.4 inches (diameter of ten (10) inches) or more, measured at fifty-four (54) inches above natural grade.
- (C) A tree or group of trees of historical significance, special character or community benefit, specifically designated by resolution of the city council.
- For purposes of subsections (5)(A) and (B) of this section, trees with more than one (1) trunk shall be measured at the diameter below the main union of all multi-trunk trees unless the union occurs below grade, in which case each stem shall be measured as a stand-alone tree. A multi-trunk tree under twelve (12) feet in height shall not be considered a heritage tree. (Ord. 1060 § 2 (part), 2019)."

Removed Trees Replacement Code:

As Defined In The City Of Menlo Park Municipal Code:

"13.24.050 Permits and decision making criteria for removal

Applicants who submitted a heritage tree permit application before March 16, 2020, have the option to have their applications be reviewed under (a) the current ordinance or (b) the updated ordinance. The review process includes, but not limited to, the decision making criteria, replacement tree requirements and the appeal process. These applicants must make a determination through an email to Joanna Chen (jpchen@menlopark.org) by July 1, 2020, otherwise the application will be processed under the new ordinance. If an applicant submitted a non-development related application before July 1, 2020, and chose to be reviewed under the updated ordinance, he/she will be granted an exception to use an arborist who is not on the City-approved consulting arborist list.

The City is slowly transitioning from the use of paper applications to the use of an online permitting system. Permit applicants can submit electronic permit applications online at menlopark.org/onlinepermits. You will need to create an account (username and password).

The City will continue to allow paper submittals until October 1, 2020, with a few exceptions. For instance, those who do not have internet access may contact staff at 650-330-6780 for assistance. Paper permit applications with the payment may be mailed to the Building Division (701 Laurel St., Menlo Park, CA 94025). The determination in granting or denying a permit shall in most instances be based on the articulated criteria in

Municipal Code Section 13.24.050(a):

1. Death:

Permit applicants need to submit these documents to confirm the tree is dead:

Images to show the tree does not have living foliage. This does not apply to deciduous trees during winter months when these trees are typically dormant; or An arborist report from a city approved arborist stating the tree is dead.

2. Tree risk rating:

Considerations:

Tree risk assessment is a systematic process used to identify, analyze and evaluate tree risk. Risk is assessed by categorizing or the likelihood (probability) of occurrence (failure), the likelihood of impacting a target, and the severity of consequences should failure occur to determine a risk rating.

Trees with moderate, high or extreme risk are required to have been evaluated by City-approved consulting arborists. The following documentation may be used to support Criteria 2:

Evidence that the tree risk rating cannot be mitigated to low residual risk rating (through pruning, cabling, bracing or other means), as reported by a City-approved consulting arborists. This may require an advanced level 3 assessment such as an aerial inspection, sounding with mallet, pull test, tomographic or resistograph (or equivalent) testing.

3. Tree health rating:

Intolerance to adverse site conditions can include factors such as soil or water salinity, exposure to sun or wind, or increasingly high temperatures, or overcrowded growing conditions.

Table 4.1 of the Guide for Plant Appraisal, 10th Edition, or its successor manual, defines tree health as the following:

Excellent rating – High vigor and nearly perfect health with little or no twig dieback, discoloration, or defoliation.

Good rating – Vigor is normal for the species. No significant damage due to diseases or pests. Any twig dieback, defoliation, or discoloration is minor.

Fair rating – Reduced vigor. Damage due to insects or diseases may be significant and associated with defoliation but is not likely to be fatal. Twig dieback, defoliation, discoloration, and/or dead branches may comprise up to 50% of crown.

Poor rating – Unhealthy and declining in appearance. Poor vigor. Low foliage density and poor foliage color are present. Potentially fatal pest infestation. Extensive twig and/or branch dieback.

Very poor rating – Poor vigor. Appears to be dying and in the last stages of life. Little live foliage.

4. Species:

The trees listed below have been designated by the city arborist to be invasive or low desirability species. Note that heritage tree removal permits are still required for the removal of these trees in order to verify accurate species and document replacement tree planting conditions. The permit issuance may be expedited as no appeals are allowed.

Bailey acacia (Acacia baileyana)

Black locust (Robinia pseudoacacia)

Blackwood acacia (Acacia melanoxylon)

California fan palm ((Washingtonia filifera)

Glossy privet (Ligustrum lucidum)

Mexican fan palm (Washingtonia robusta)

Myoporum (Myoporum laetum)

Purple leaf plum (Prunus cerasifera 'Atropurpurea')

Red ironbark eucalyptus (Eucalyptus sideroxylon)

Tree of heaven (Ailanthus altissima)

5. Development:

The following documentation may be required to support criterion 5:

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

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

The following guidance will be used to determine feasibility:

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

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

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

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

Removal applications based on shading interference with proposed solar facilities shall employ the following screening criteria before applying the feasibility guidance above:

Can the proposed array be ground mounted or positioned elsewhere to avoid shading by tree

Can pruning resolve the conflict, Is the proposed array sized appropriately

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

6. Utility inference (Criterion 6):

The following documentation may be required to support criterion 6:

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

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

According to Section 13.24.050(b) noticing requirements:

For decisions made under either Criterion 5 or 6, staff will email a city-issued notice to the applicant who is expected to post the notice.

Notice posting instructions:

1. Print out city-issued notice on an 11" by 17" yellow-colored paper or pick up a copy of the notice at the front building counter at City Hall. Please make sure to check the City webpage to determine if the front building counter is accepting walk in services.

2. Complete the date, site, number, and type of trees, and the reason for removal (consistent with the stated City approved authorization for removal, e.g. severe pest and disease infection).

3. Place the notice so it is visible to the public. If the tree is in front of the property, either staple the notice on the tree, tie it around the tree, or hang it on the tree. If the tree is not visible to the public, place the notice in the front of the property so it is visible from the public street.

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

- Picture #1: Overview of the heritage tree with the notice visible in relation to the property address.

The picture must include the main building in the background."

Replacement Tree Code:

As Defined In The City Of Menlo Park Municipal Code:

13.24.090 Heritage tree replacements

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

Deciduous tree (lose their leaves in winter)

Accolade elm (Ulmus 'Morton')

Black oak (Quercus kelloggii)

Black walnut (Juglans hindsii)

Blue oak (Quercus douglasii)

California sycamore (Platanus racemose)

Chinese flame (Koelreuteria bipinnata)

Chinese pistache (Pistacia chinensis)

Chinese tallow (Triadica sebiferum)

Engelmann oak (Quercus engelmannii)

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

Frontier elm (Ulmus carpinifolia x parvifolia 'Frontier')

Japanese pagoda (Styphnolobium japonicum)

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

Pecan (Carya illinoensis)

Rotundiloba sweetgum (Liquidambar styraciflua 'Rotundiloba')

Shademaster locust (Gleditsia triancanthos var. inermis 'Shademaster')
Silver linden (Tilia tomentosa)
Texas red oak (Quercus buckleyi)
Valley oak (Quercus lobata)
Western catalpa (Catalpa speciosa)

Evergreen trees (retain their leaves in the winter)

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

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

One (1) #5 container – \$100
One (1) #15 container – \$200
One (1) 24-inch tree box – \$400
One (1) 36-inch tree box – \$1,200
One (1) 48-inch tree box – \$5,000
One (1) 60-inch tree box – \$7,000

To be eligible for the in lieu fee, applicants must explain why the value of the replacement trees are not equal to the appraised value of the removed heritage trees.

In reference to Section 13.24.090 (3) for decisions made under Criteria 1, 2, 3, or 4, the monetary value of a replacement tree correlates with the size of the heritage tree trunk diameter (measured from 54 inches above grade). For every heritage tree proposed for removal, it must be replaced by the following replacement tree requirement:

An oak heritage tree with a trunk diameter of 10 to 15 inches has a minimum replacement tree requirement of one (1) #5 container. The monetary value is \$100.

Any heritage tree with a trunk diameter of greater than 15 inches to 20 inches has a minimum replacement tree requirement of one (1) #15 container. The monetary value is \$200.

Any heritage tree with a trunk diameter of greater than 20 inches to 30 inches has a minimum replacement tree requirement of one (1) 24-inch tree box. The monetary value is \$400.

Any heritage tree with a trunk diameter of greater than 30 inches to 40 inches has a minimum replacement tree requirement of one (1) 36-inch tree box. The monetary value is \$1,200.

Any heritage tree with a trunk diameter of greater than 40 inches to 50 inches has a minimum replacement tree requirement of one (1) 48-inch tree box. The monetary value is \$5,000.

Any heritage tree with a trunk diameter of greater than 50 inches has a minimum replacement tree requirement of one (1) 60-inch tree box. The monetary value is \$7,000.

Applicants shall submit written statements or landscape plans to describe how they will fulfil the replacement tree requirements. The submissions shall include: (a) the replacement tree species, (b) the container size, (c) the planting location, and (d) an in lieu fee payment, if applicable.

MAINTENANCE PLAN

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

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

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

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

PURPOSE & USE OF THE REPORT

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

TESTING & ANALYSIS

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

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

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

TREE WORK STANDARDS AND QUALIFICATIONS

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

- **Industry Standards:** All tree work will be performed in accordance with industry standards established by the International Society of Arboriculture (ISA). These standards encompass best practices and guidelines for tree care and maintenance.
- **Contractor Licensing and Insurance:** The contractor undertaking the tree work must possess a valid State of California Contractors License for Tree Service (C61-D49) or Landscaping (C-27). Additionally, they must have comprehensive general liability, worker's compensation, and commercial auto/equipment insurance coverage.
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By adhering to these established standards and qualifications, we can ensure the provision of professional and safe tree services that meet the industry's best practices and promote the health and longevity of the trees.

SCHEDULE OF INSPECTIONS

Kielty Arborists Services LLC:

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

- **Pre-Equipment Mobilization, Delivery of Materials, Tree Removal, and Site Work:** Our project arborist will meet with the general contractor and owners to review tree protection measures. We will identify and mark tree-protection zone fencing, specify equipment access routes and storage areas, and assess the existing conditions of trees to determine any additional necessary protection measures.

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

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

ASSUMPTIONS AND LIMITING CONDITIONS

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

ARBORIST DISCLOSURE STATEMENT

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

- **Limitations of Tree Assessment:** Arborists cannot guarantee the detection of all conditions that could compromise a tree's structure or health. The consultant/arborist makes no warranties regarding the future condition of trees and shall not be liable for any incidents or damages resulting from tree failures.

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

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

CERTIFICATION

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

David Beckham

Signature of Consultant

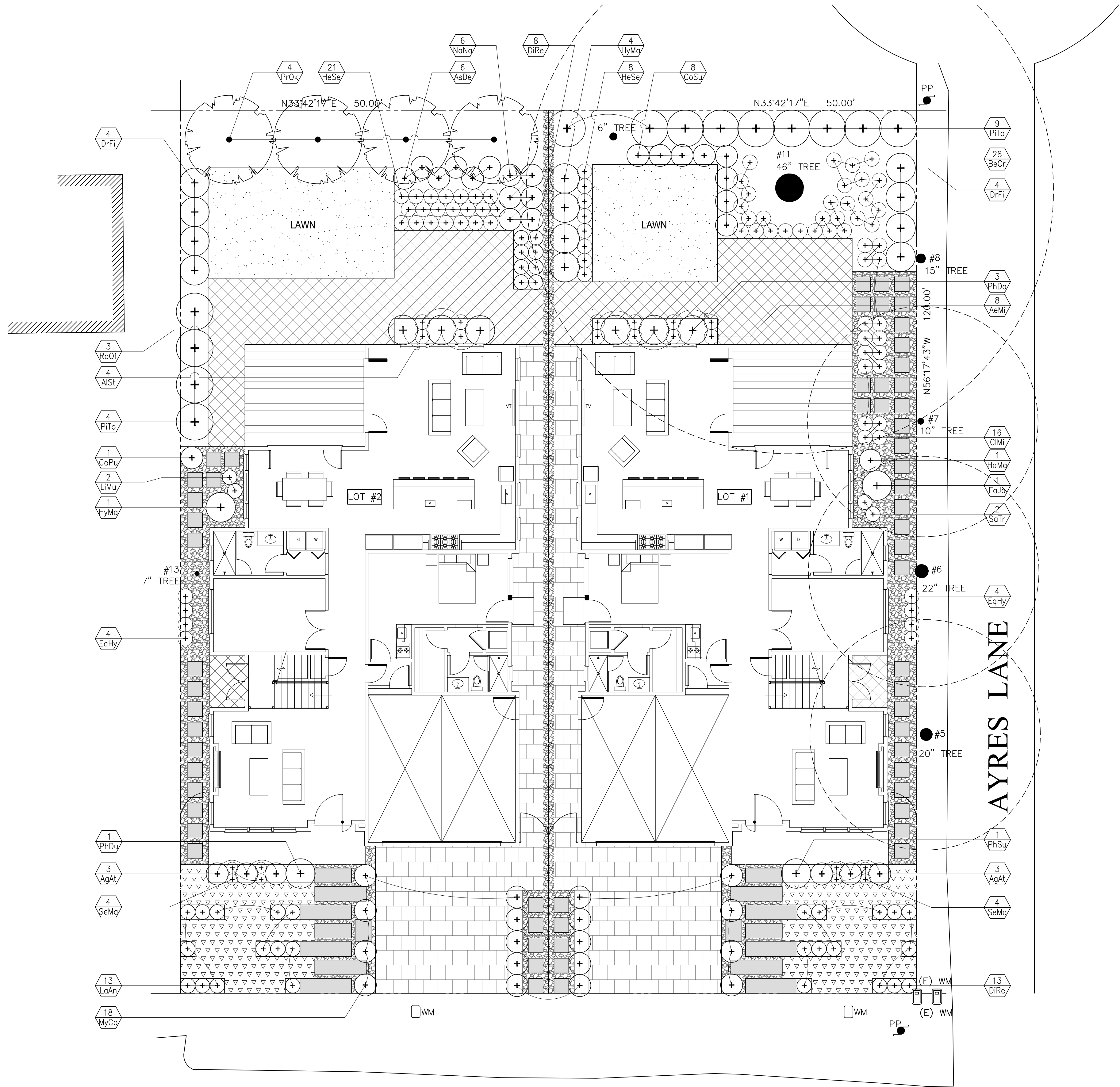
David Beckham

Certified Arborist

WE#10724A TRAQ Qualified

December 5th, 2025





LEGEND

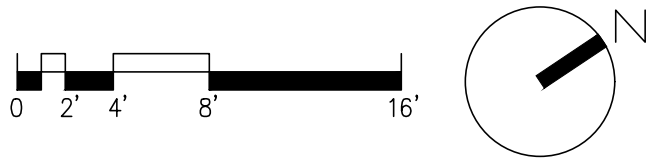
- CONCRETE PAVERS - TYPE 1
- CONCRETE PAVERS - TYPE 2
- BEACH PEBBLES, PERVIOUS
- CONCRETE SLABS W/ GRAVEL AT JOINTS
- PORCELAIN TILE OVER CONCRETE
- LAWN
- GROUNDCOVER, SEE SHEET L-2 FOR SPECIES
- TREE, SEE SHEET L-2 FOR SPECIES
- SHRUB OR GROUNDCOVER, SEE SHEET L-2 FOR SPECIES
- PLANT QUANTITY/SYMBOL, SEE SHEET L-2 FOR SPECIES

SCOPE OF WORK FOR LANDSCAPE

TO CREATE A LOW MAINTENANCE AND WATER EFFICIENT GARDEN BY CHOOSING NATIVE OR LOW WATER USAGE PLANTS AND MEET CLIENT'S ESTHETIC AND FUNCTIONAL NEEDS AT THE SAME TIME. TO PRESERVE THE EXISTING MATURE TREES IN THE BACK YARD AND ADJACENT PROPERTY.

LANDSCAPE DESIGN NOTES

- FIELD LOCATE ALL PLANT MATERIALS PRIOR TO INSTALLATION.
- CONTRACTOR TO ENSURE THE HARDSCAPE AREAS SLOPE TOWARDS PLANTING AREAS. SEE CIVIL PLAN FOR GRADING AND DRAINAGE & EROSION CONTROL PLAN.
- FINISH PLANTING AREA GRADES ADJACENT TO PAVING SHALL BE 3" BELOW FINISH PAVING GRADES.
- INCORPORATE 4" OF COMPOST PER 1000 SF NATIVE SOIL TO A DEPTH OF 6", UNLESS OTHERWISE DICTATED BY THE SOIL FERTILITY ANALYSIS
- PLACE A 3-INCH LAYER OF FIR BARK MULCH AS SPECIFIED ON ALL PLANTED AREAS EXCEPT NOTED AREAS ON THE PLAN.
- QUANTITIES SHOWN ON PLAN AND PLANT SCHEDULE ARE FOR CONTRACTOR'S CONVENIENCE. CONTRACTOR TO CONFIRM ALL PLANT QUANTITIES.
- I HAVE COMPLIED WITH THE CRITERIA OF THE WATER EFFICIENCY LANDSCAPE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE AND IRRIGATION DESIGN PLAN.



NEW RESIDENCE

2174 CLAYTON DRIVE
MENLO PARK, CA

YH
LANDSCAPE DESIGN

3357 SAINT MICHAEL CT
PALO ALTO, CA 94306
TEL: (415) 694-0800

LICENSE STAMPS AND SIGNATURE



ISSUED

No.	Description	Date

DATE: DECEMBER 17, 2025

SCALE:

DRAWN: YH

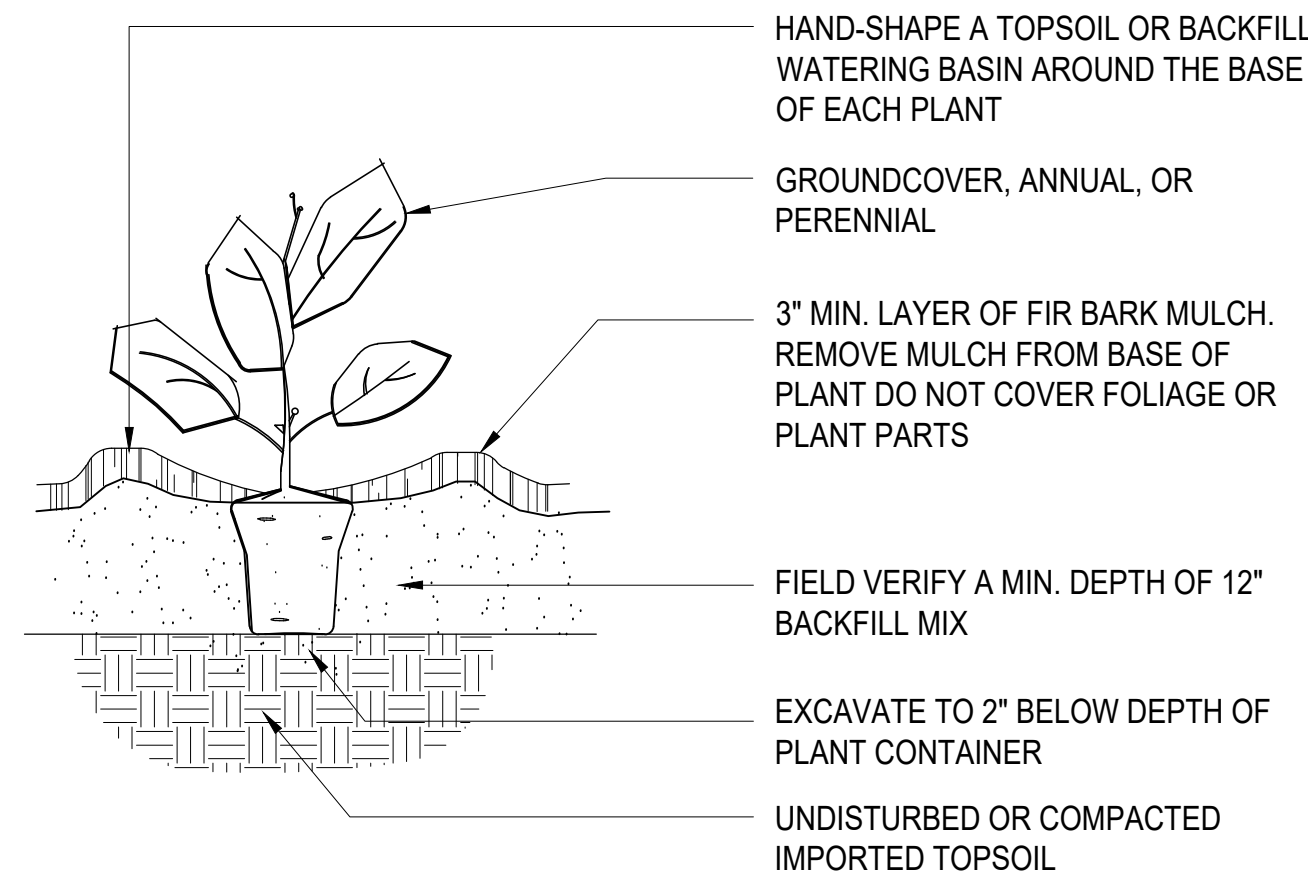
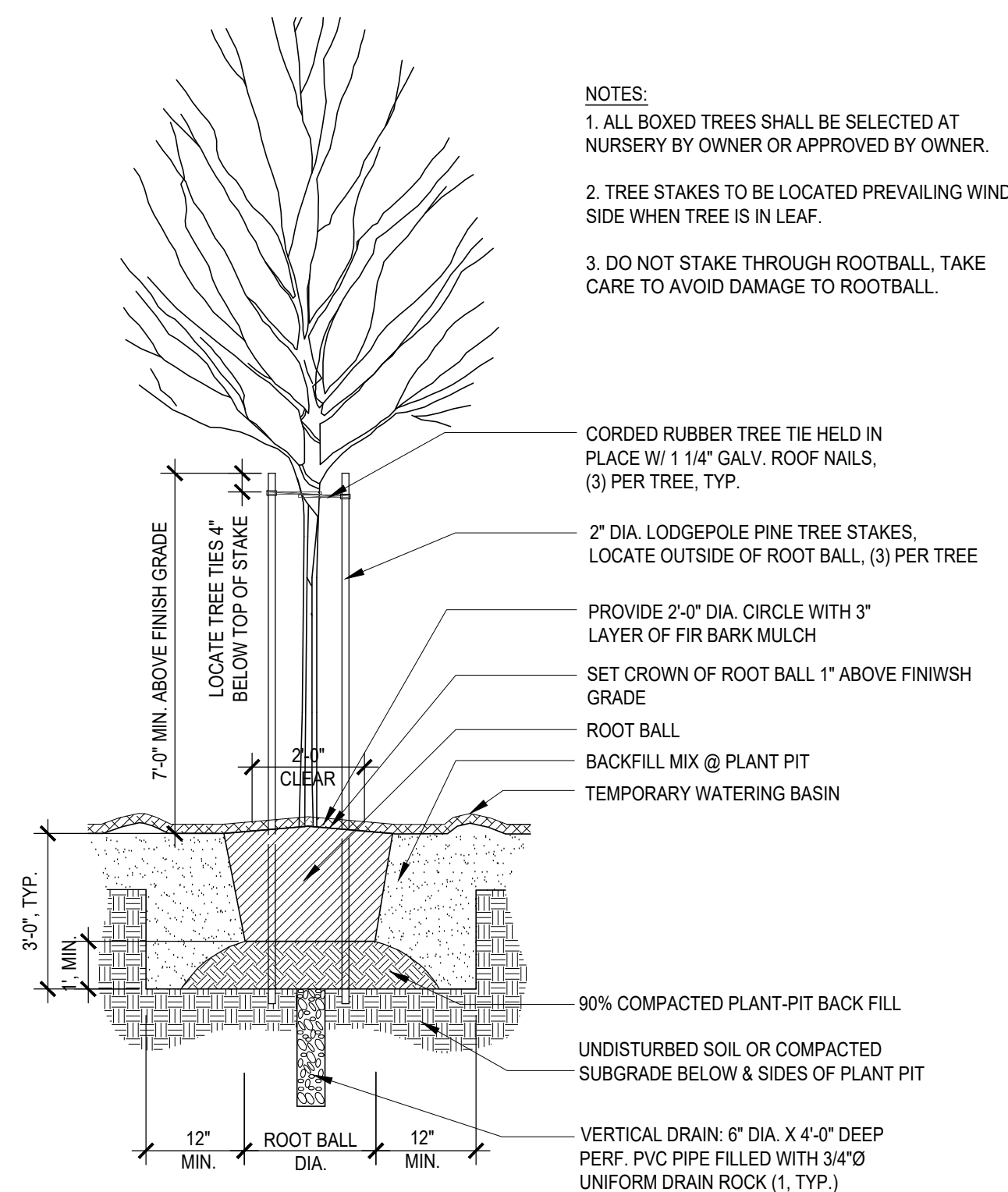
JOB:

SHEET TITLE:

LANDSCAPE PLAN

SHEET NO.

L-1



1 TYPICAL TREE PLANTING

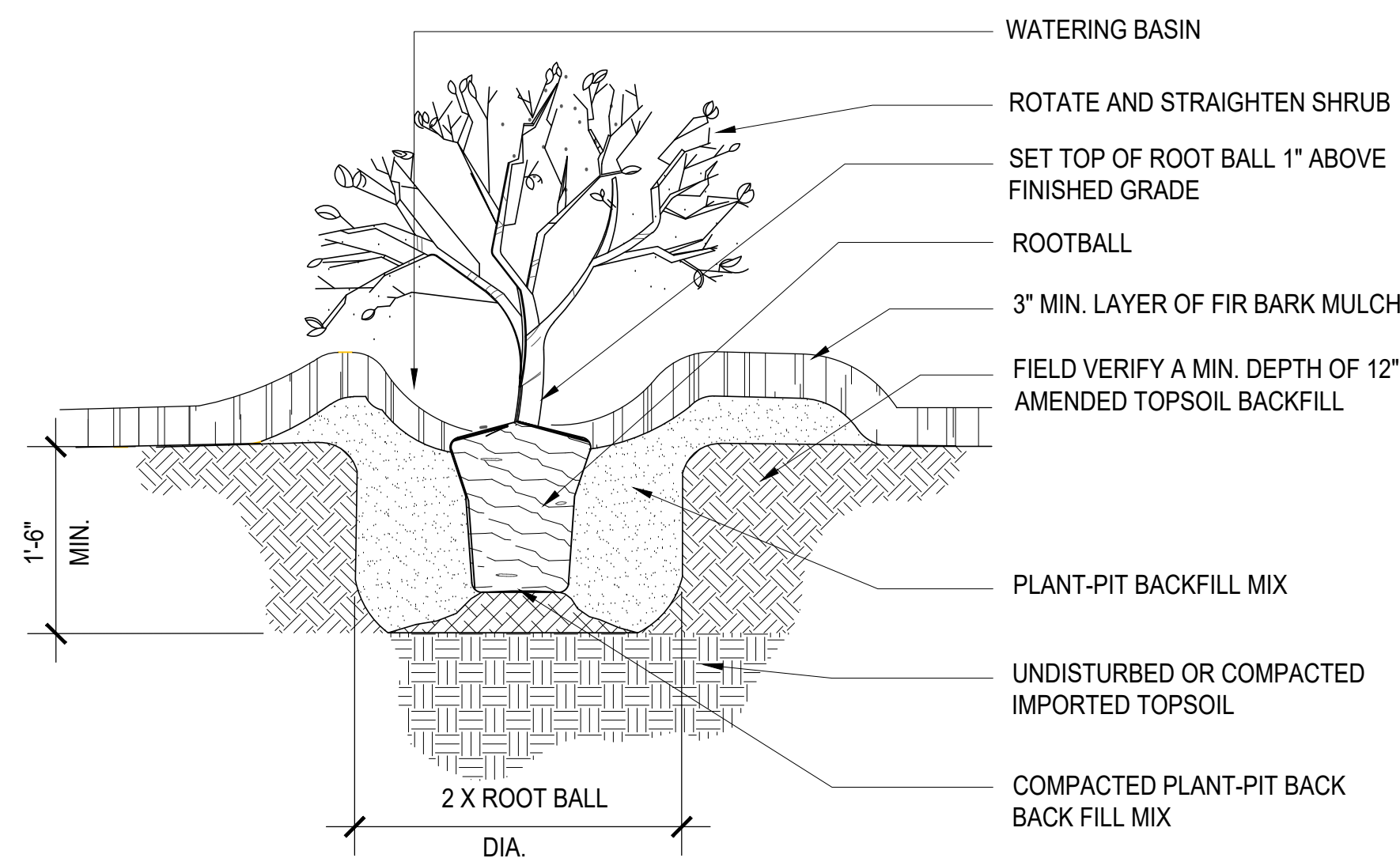
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SCALE: N.T.S.

3 TYPICAL GROUND COVER PLANTING

FILE NAME: D-GCOVER.DWG

SCALE: N.T.S.



2 TYPICAL SHRUB PLANTING

FILE NAME: D-SHRUB.DWG

SCALE: N.T.S.

PLANT SCHEDULE

SYM.	BOTANICAL NAME	COMMON NAME	* WUCOLS	QUAN.	SIZE	SPACING
TREES						
PrOk	Prunus 'Okame'	Okame Cherry	M	4	24" box	As Shown
SHRUBS						
CoPu	Coleonema pulchrum 'Compacta'	Compact Pink Breath of Heaven	M	1	15 gal.	As Shown
CoSu	Coleonema Pulchrum 'Sunset Gold'	Golden Breath of Heaven	M	8	15 gal.	3' O.C.
FaJa	Fatsia japonica	Japanese Aralia	M	1	15 gal.	4' O.C.
HyMa	Hydrangea macrophylla	Hydrangea	M	5	15 gal.	6' O.C.
LaAn	Lavandula angustifolia	English Lavander	L	13	15 gal.	2' O.C.
MyCo	Myrtus communis 'Compacta'	Dwarf True Myrtle	L	18	15 gal.	3' O.C.
NaNa	Nandina domestica 'Nana Purpurea'	Dwarf Sacred Bamboo	M	6	15 gal.	3' O.C.
PiTo	Pittosporum tobira	Mock Orange	L	13	15 gal.	5' O.C.
RoOf	Rosmarinus officinalis 'Benenden Blue'	Rosemary	L	3	15 gal.	4' O.C.
PERENNIALS & GROUNDCOVERS						
AeMi	Aeonium 'Mint Saucer'	Mint Saucer Aeonium	L	8	15 gal	As Shown
AgAt	Agave attenuata	Fox Tail Agave	L	6	15 gal.	3' O.C.
AlSt	Aloe striata	Coral Aloe	L	4	5 gal.	2' O.C.
AnBi	Anigozanthos 'Big Red'	'Big Red' Kangaroo Paw	L	?	15 gal.	3' O.C.
AsDe	Asparagus densiflorus	Foxtail Fern	M	6	15 gal.	4' O.C.
BeCr	Bergenia crassifolia	Winter-blooming Bergenia	M	28	5 gal.	2' O.C.
ClMi	Clivia miniata	Clivia	M	16	5 gal.	2' O.C.
DiRe	Dianella revoluta 'Little Rev'	Little Rev Flax Lily	L	8	5 gal.	2' O.C.
DrFi	Dryopteris filix-mas	Male Fern	M	8	15 gal.	4' O.C.
EqHy	Equisetum hyemale	Horsetail	M	8	15 gal.	2' O.C.
HaMa	Hakonechloa macra	Golden Japanese Forest Grass	M	1	15 gal.	3' O.C.
HeSe	Helictotrichon sempervirens	Blue Oat Grass	L	29	5 gal.	2' O.C.
LiPo	Lippia nodiflora L. 'Kurapia'	Kurapia	L	470 SF	Sod	
LiMu	Liriope muscari 'Variegata'	Variegated Lily Turf	M	2	5 gal.	2' O.C.
PeAl	Pennisetum alopecuroides 'Hameln'	Dwarf Fountain Grass	M	?	5 gal.	4' O.C.
PhDa	Phormium 'Dark Delight'	Dark Delight New Zealand Flax	L	3	15 gal.	3' O.C.
PhDu	Phormium Duet	New Zealand Flax	L	1	15 gal.	4' O.C.
PhSu	Phormium 'Sundowner'	Sundowner New Zealand Flax	L	1	15 gal.	4' O.C.
SaTr	Sansevieria trifasciata	Mother-in-law's tongue	M	2	15 gal.	2' O.C.
SeMa	Senecio Mandrillscae	Blue Chalk Sticks	L	8	5 gal.	As Shown
YuFi	Yucca filamentosa 'Color Guard'	Color Guard Yucca	L	13	15 gal.	3' O.C.
	90% Tall Fescue & 10% Kentucky Bluegrass Blend	Lawn	M	650 SF	Sod	

* WUCOLS water usage level: H-High, M-Moderate, L-Low and VL-Very Low

NEW RESIDENCE

2174 CLAYTON DRIVE
MENLO PARK, CA

YH LANDSCAPE DESIGN

3357 SAINT MICHAEL CT
PALO ALTO, CA 94306
TEL: (415) 694-0800

LICENSE STAMPS AND SIGNATURE



ISSUED

No.	Description	Date

DATE: DECEMBER 17, 2025
SCALE: AS SHOWN
DRAWN: YH
JOB:

SHEET TITLE:

PLANTING DETAILS & SCHEDULE

SHEET NO.

L-2

NEW
RESIDENCE

2174 CLAYTON DRIVE
MENLO PARK, CA

YH
LANDSCAPE DESIGN

3357 SAINT MICHAEL CT
PALO ALTO, CA 94306
TEL: (415) 694-0800

LICENSE STAMPS AND SIGNATURE



ISSUED

No.	Description	Date

DATE: DECEMBER 17, 2025

SCALE:

DRAWN: YH

JOB:

SHEET TITLE:

IRRIGATION PLAN

SHEET NO.

IR-1

HYDROZONE 2.5:
AREA COVER BY
STATION F
326 SF

HYDROZONE 2.4:
AREA COVER BY
STATIONS D & E
379 SF

HYDROZONE 2.3:
AREA COVER BY
STATION C
475 SF

HYDROZONE 2.2:
AREA COVER BY
STATION B
138 SF

HYDROZONE 2.1:
AREA COVER BY
STATION A
239 SF

HYDROZONE 1.4:
AREA COVER BY
STATIONS 4 & 5
271 SF

IRRIGATION CONTROLLER:
MOUNT ON WALL OR PEDESTAL AT
THIS LOCATION AS DIRECTED BY
OWNER. CONNECT TO 120 VOLT A.C.
ELECTRICAL SERVICE INSTALLED AT
THIS LOCATION UNDER ELECTRICAL
CONTRACT. IRRIGATION CONTRACTOR
SHALL COORDINATE LOCATION OF
ELECTRICAL SERVICE PRIOR TO
CONSTRUCTION.

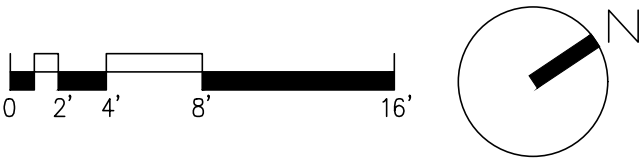
HYDROZONE 1.3:
AREA COVER BY
STATION 3
919 SF

HYDROZONE 1.2:
AREA COVER BY
STATION 2
138 SF

HYDROZONE 1.1:
AREA COVER BY
STATION 1
239 SF

IRRIGATION DESIGN NOTES

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



WATER EFFICIENT LANDSCAPE WORKSHEET - LOT #2

Reference Evapotranspiration (ETo): 43.0

HYDROZONE # / PLANT WATER USE	PLANT FACTOR* (PF)	IRRIGATION METHOD	IRRIGATION EFFICIENCY (IE)	ETAF (PF/IE)	HYDROZONE AREA (HA) (SQ FT)	ETAF X HA	ESTIMATED TOTAL WATER USE (ETWU)
REGULAR LANDSCAPE AREAS							
2.1 / LOW WATER USE	0.2	SPRINKLER	0.75	0.27	239	65	1,733
2.2 / LOW WATER USE	0.2	DRIP	0.81	0.25	138	35	933
2.3 / MEDIUM WATER USE	0.4	DRIP	0.81	0.49	475	233	6,212
2.4 / MEDIUM WATER USE	0.5	SPRINKLER	0.75	0.67	379	254	6,772
2.5 / MEDIUM WATER USE	0.4	BUBBLER	0.81	0.49	326	160	4,265
SPECIAL LANDSCAPE AREAS					Totals	1,557 (A)	747 (B)
	1.0			1	0	0	0
					Totals	0 (C)	0 (D)
ETWU Total							19,915
MAXIMUM APPLIED WATER ALLOWANCE (MAWA)							22,830

* USE WUCOLS TO DETERMINE PF, SEE SHEET L-2 FOR PLANT WATER USAGE LEVEL

ETAF CALCULATION

REGULAR LANDSCAPE AREAS

TOTAL ETAF X AREA (HA)	(B)
TOTAL AREA (HA)	(A)
AVERAGE ETAF (B / A)	0.48

ALL LANDSCAPE AREAS

TOTAL ETAF X AREA (HA)	(B + D)
TOTAL AREA (HA)	(A + C)
SITEWIDE ETAF (B + D) / (A + C)	0.48 < 0.55

TOTAL LANDSCAPED AREA (LA) = 1,557 SQ. SF. (LOT #2)
SPECIAL LANDSCAPE AREA (SLA) = 0 SQ. SF.

MAXIMUM APPLIED WATER ALLOWANCE (MAWA)
= ETo x 0.62 x (ETAF x LA + (1 - ETAF) x SLA)
= 43.0 x 0.62 x (0.55 x 1,557 + 0.45 x 0)
= 22,830 GALLONS/YR

ESTIMATED TOTAL WATER USE (ETWU)
= ETo x 0.62 x ETAF x HA
= 43.0 x 0.62 x 747
= 19,915 GALLONS/YR

ETWU < MAWA , SO LOT #2 PROJECT SITE MEETS

WATER EFFICIENT REQUIREMENTS

WATER EFFICIENT LANDSCAPE WORKSHEET - LOT #1

Reference Evapotranspiration (ETo): 43.0

HYDROZONE # / PLANT WATER USE	PLANT FACTOR* (PF)	IRRIGATION METHOD	IRRIGATION EFFICIENCY (IE)	ETAF (PF/IE)	HYDROZONE AREA (HA) (SQ FT)	ETAF X HA	ESTIMATED TOTAL WATER USE (ETWU)
REGULAR LANDSCAPE AREAS							
1.1 / LOW WATER USE	0.2	SPRINKLER	0.75	0.27	239	65	1,733
1.2 / LOW WATER USE	0.2	DRIP	0.81	0.25	138	35	933
1.3 / MEDIUM WATER USE	0.4	DRIP	0.81	0.49	919	450	11,997
1.4 / MEDIUM WATER USE	0.5	SPRINKLER	0.75	0.67	271	182	4,852
Totals					1,567 (A)	732 (B)	
SPECIAL LANDSCAPE AREAS							
	1.0			1	0	0	0
Totals					0 (C)	0 (D)	
ETWU Total							19,515
MAXIMUM APPLIED WATER ALLOWANCE (MAWA)							22,977

* USE WUCOLS TO DETERMINE PF, SEE SHEET L-2 FOR PLANT WATER USAGE LEVEL

ETAF CALCULATION

REGULAR LANDSCAPE AREAS

TOTAL ETAF X AREA (HA)	(B)
TOTAL AREA (HA)	(A)
AVERAGE ETAF (B / A)	0.47

ALL LANDSCAPE AREAS

TOTAL ETAF X AREA (HA)	(B + D)
TOTAL AREA (HA)	(A + C)
SITEWIDE ETAF (B + D) / (A + C)	0.47 < 0.55

TOTAL LANDSCAPED AREA (LA) = 1,567 SQ. SF. (LOT #1)
SPECIAL LANDSCAPE AREA (SLA) = 0 SQ. SF.

MAXIMUM APPLIED WATER ALLOWANCE (MAWA)
= ETo x 0.62 x (ETAF x LA + (1 - ETAF) x SLA)
= 43.0 x 0.62 x (0.55 x 1,567 + 0.45 x 0)
= 22,977 GALLONS/YR

ESTIMATED TOTAL WATER USE (ETWU)
= ETo x 0.62 x ETAF x HA
= 43.0 x 0.62 x 732
= 19,515 GALLONS/YR

ETWU < MAWA , SO LOT #1 PROJECT SITE MEETS

WATER EFFICIENT REQUIREMENTS

NEW
RESIDENCE

2174 CLAYTON DRIVE
MENLO PARK, CA

YH
LANDSCAPE DESIGN

3357 SAINT MICHAEL CT
PALO ALTO, CA 94306
TEL: (415) 694-0800

LICENSE STAMPS AND SIGNATURE



ISSUED

No.	Description	Date

DATE:	DECEMBER 17, 2025
SCALE:	
DRAWN:	YH
JOB:	

SHEET TITLE:

WATER EFFICIENT
WORKSHEET

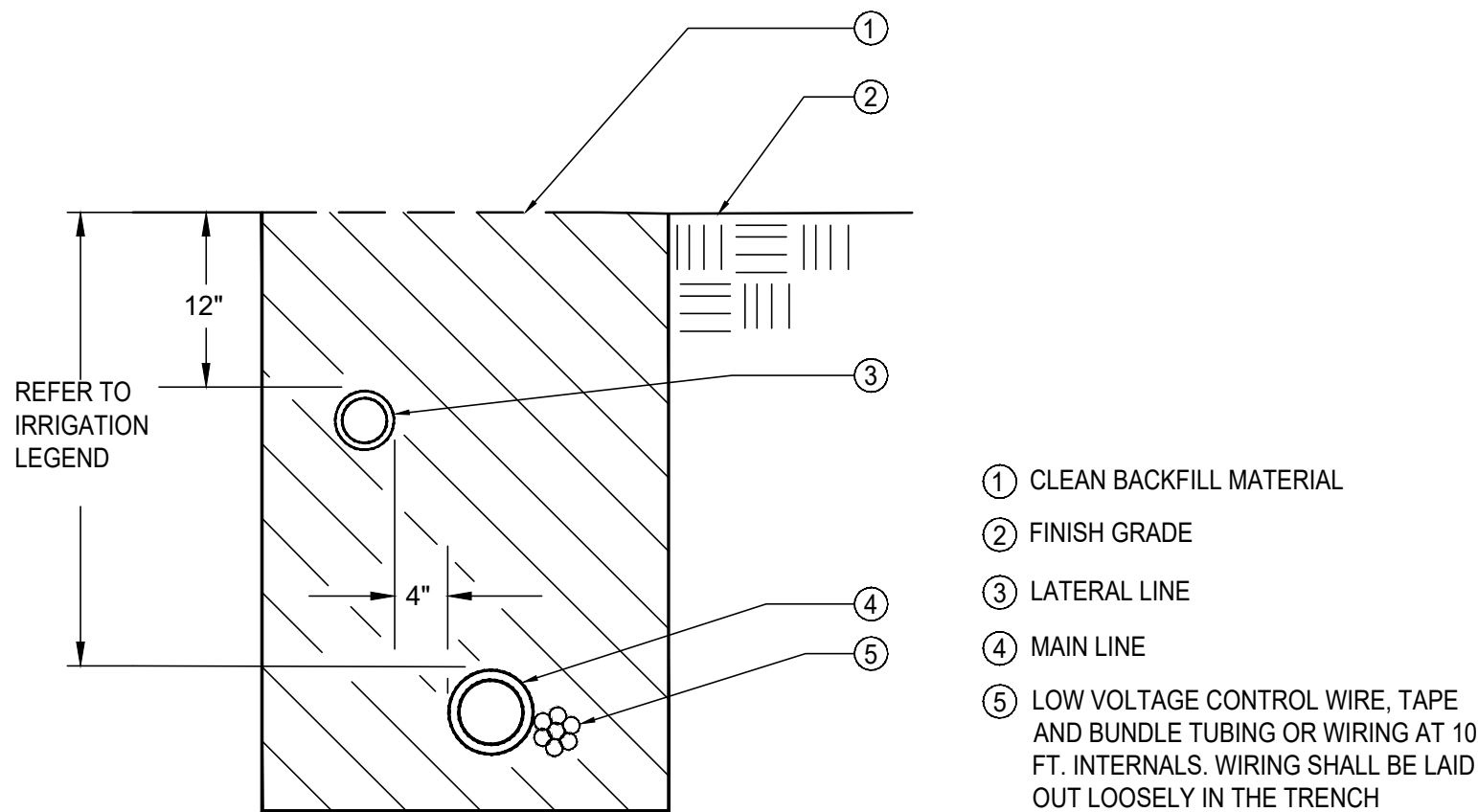
SHEET NO.

IR-2

IRRIGATION PLAN NOTES

1. THE INTENT OF THIS IRRIGATION PLAN IS TO PROVIDE THE MINIMUM AMOUNT OF WATER REQUIRED TO SUSTAIN GOOD PLANT HEALTH.
2. THESE IRRIGATION DRAWINGS ARE DIAGRAMMATIC AND INDICATIVE OF THE WORK TO BE INSTALLED. ALL PIPING, VALVES, AND OTHER IRRIGATION COMPONENTS MAY BE SHOWN WITHIN PAVED AREAS FOR GRAPHIC CLARITY ONLY AND ARE TO BE INSTALLED WITHIN PLANTING AREAS. DUE TO THE SCALE OF THE DRAWINGS, IT IS NOT POSSIBLE TO INDICATE ALL OFFSETS, FITTINGS, SLEEVES, CONDUIT, AND OTHER ITEMS WHICH MAY BE REQUIRED. INVESTIGATE THE STRUCTURAL AND FINISHED CONDITION AFFECTING THE CONTRACT WORK INCLUDING OBSTRUCTIONS, GRADE DIFFERENCES OR AREA DIMENSIONAL DIFFERENCES. IN THE EVENT OF FIELD DISCREPANCY WITH CONTRACT DOCUMENTS, PLAN THE INSTALLATION WORK ACCORDINGLY BY NOTIFICATION AND APPROVAL OF OWNER OR THE OWNER'S AUTHORIZED REPRESENTATIVE AND ACCORDING TO THE CONTRACT SPECIFICATIONS. NOTIFY AND COORDINATE IRRIGATION CONTRACT WORK WITH APPLICABLE CONTRACTORS FOR THE LOCATION AND INSTALLATION OF PIPE, CONDUIT OR SLEEVES THROUGH OR UNDER WALLS, ROADWAYS, PAVING AND STRUCTURES BEFORE CONSTRUCTION. IN THE EVENT THESE NOTIFICATIONS ARE NOT PERFORMED, THE CONTRACTOR ASSUMES FULL RESPONSIBILITY FOR REQUIRED REVISIONS.
3. THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE CODES, STANDARDS, AND REGULATIONS. ALL WORK AND MATERIALS SHALL BE IN FULL ACCORDANCE WITH THE LATEST RULES AND REGULATIONS OF THE NATIONAL ELECTRIC CODE; THE UNIFORM PLUMBING CODE, PUBLISHED BY THE WESTERN PLUMBING OFFICIALS ASSOCIATION; AND OTHER STATE OR LOCAL LAWS OR REGULATIONS. NOTHING IN THESE DRAWINGS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES OR REGULATIONS. THE CONTRACTOR SHALL FURNISH WITHOUT ANY EXTRA CHARGE, ANY ADDITIONAL MATERIAL AND LABOR WHEN REQUIRED BY THE COMPLIANCE WITH THESE CODES AND REGULATIONS.
4. THE CONTRACTOR SHALL COORDINATE INSTALLATION OF IRRIGATION SYSTEM WITH LAYOUT AND INSTALLATION OF THE PLANT MATERIALS TO INSURE THAT THERE WILL BE COMPLETE AND UNIFORM IRRIGATION COVERAGE OF PLANTING IN ACCORDANCE WITH THESE DRAWINGS, AND CONTRACT DOCUMENTS. THE IRRIGATION LAYOUT SHALL BE CHECKED BY THE CONTRACTOR AND OWNER'S AUTHORIZED REPRESENTATIVE PRIOR TO CONSTRUCTION TO DETERMINE IF ANY CHANGES, DELETIONS, OR ADDITIONS ARE REQUIRED. IRRIGATION SYSTEM SHALL BE INSTALLED AND TESTED PRIOR TO INSTALLATION OF PLANT MATERIALS.
5. FOR INSTALLATION DETAILS AND COMPLETE PERFORMANCE AND TECHNICAL SPECIFICATIONS, IRRIGATION CONTRACTOR SHALL VISIT SPECIFIED LANDSCAPE PRODUCTS CATALOG, VISIT THE PRODUCTS WEBSITE OR CONTACT THE REPRESENTATIVES OF THE IRRIGATION PRODUCTS' MANUFACTURERS.
6. IRRIGATION PIPE AND WIRE CROSSING BENEATH HARDSCAPE SURFACES SHALL BE CONTAINED WITHIN SLEEVING OR SCHEDULE 40 PVC CONDUIT. SLEEVING SIZE SHALL BE A MINIMUM OF TWO TIMES THE AGGREGATE DIAMETER OF ALL PIPES CONTAINED WITHIN SLEEVE. PROVIDE VERTICAL SWEEP FOR ALL ELECTRICAL CONDUIT ON EACH SIDE OF HARDSCAPE AND TERMINATE ENDS AT 12" MINIMUM DEPTH AND 12" FROM HARDSCAPE SURFACE.
7. IT IS THE RESPONSIBILITY OF THE MAINTENANCE CONTRACTOR AND/OR OWNER TO PROGRAM THE IRRIGATION CONTROLLER(S) TO PROVIDE THE MINIMUM AMOUNT OF WATER NEEDED TO SUSTAIN GOOD PLANT HEALTH. THIS INCLUDES MAKING ADJUSTMENTS TO THE PROGRAM FOR SEASONAL WEATHER CHANGES, PLANT MATERIAL, WATER REQUIREMENTS, MOUNDS, SLOPES, SUN, SHADE AND WIND EXPOSURE.
8. INSTALL REMOTE CONTROL VALVE BOXES 12" FROM WALK, CURB, HEADER BOARD, BUILDING, OR LANDSCAPE FEATURE. AT MULTIPLE VALVE BOX GROUPS, INSTALL EACH BOX 12" FROM THE WALK, CURB, HEADER BOARD, BUILDING, OR LANDSCAPE FEATURE AND INSTALL EACH BOX 12" APART.
9. IT IS THE RESPONSIBILITY OF A LICENSED ELECTRICAL CONTRACTOR TO PROVIDE 120 VOLT A.C. (2.5 AMP DEMAND PER CONTROLLER) ELECTRICAL SERVICE TO THE CONTROLLER LOCATION(S). IT IS THE RESPONSIBILITY OF THE IRRIGATION CONTRACTOR TO COORDINATE THE ELECTRICAL SERVICE STUB-OUT TO THE CONTROLLER(S). PROVIDE PROPER GROUNDING PER CONTROLLER MANUFACTURER'S INSTRUCTIONS AND IN ACCORDANCE WITH LOCAL CODES.
10. PROVIDE EACH IRRIGATION CONTROLLER WITH ITS OWN INDEPENDENT LOW VOLTAGE COMMON GROUND WIRE.
11. INSTALL NEW BATTERIES IN THE IRRIGATION CONTROLLER(S) TO RETAIN PROGRAM IN MEMORY DURING TEMPORARY POWER FAILURES. USE QUANTITY, TYPE AND SIZE REQUIRED AS PER CONTROLLER MANUFACTURER'S INSTRUCTIONS.
12. THE IRRIGATION CONTRACTOR SHALL BE RESPONSIBLE FOR MINOR CHANGES IN THE IRRIGATION LAYOUT DUE TO OBSTRUCTIONS NOT SHOWN ON THE IRRIGATION DRAWINGS SUCH AS LIGHTS, UTILITY BOXES, ELECTRICAL ENCLOSURES, ETC
13. PIPE THREAD SEALANT COMPOUND SHALL BE RECTOR SEAL #5.
14. INSTALL GREEN PLASTIC VALVE BOXES WITH BOLT DOWN, NON HINGED COVER MARKED "IRRIGATION". BOX BODY SHALL HAVE KNOCK OUTS. ACCEPTABLE VALVE BOX MANUFACTURER'S INCLUDE NDS, CARSON OR APPROVED EQUAL.
15. IRRIGATION CONTROL WIRES: SOLID COPPER WITH U.L. APPROVAL FOR DIRECT BURIAL IN GROUND. CONTROL WIRE SERVICING REMOTE CONTROL VALVES: SIZE #14-1 WIRE WITH A UNIQUE COLOR (NOT WHITE) INSULATING JACKET FOR EACH CONTROLLER. COMMON GROUND WIRE: SIZE #12-1 WIRE WITH A WHITE INSULATING JACKET AND A STRIPE OF COLOR WHICH MATCH'S THE CONTROL WIRE COLOR CHOICE FOR SPECIFIC CONTROLLER. SPARE WIRE: #14-1 WIRE WITH BLACK INSULATION JACKET. SPLICES SHALL BE MADE WITH 3M-DBY SEAL PACKS OR APPROVED EQUAL.
16. INSTALL TWO SPARE CONTROL WIRES OF A DIFFERENT COLOR ALONG THE ENTIRE MAIN LINE. LOOP 36" EXCESS WIRE INTO EACH SINGLE VALVE BOX AND INTO ONE VALVE BOX IN EACH GROUP OF VALVES.
17. SPLICING OF LOW VOLTAGE WIRES IS PERMITTED IN VALVE BOXES ONLY. LEAVE A 36" LONG, 1" DIAMETER COIL OF EXCESS WIRE AT EACH SPLICE AND A 36" LONG EXPANSION LOOP EVERY 100 FEET ALONG WIRE RUN. TAPE WIRES TOGETHER EVERY TEN FEET. DO NOT TAPE WIRES TOGETHER WHERE CONTAINED WITHIN SLEEVE OR CONDUIT.

15. INSTALL REMOTE CONTROL VALVE BOXES 12" FROM WALK, CURB, BUILDING OR LANDSCAPE FEATURE. AT MULTIPLE VALVE BOX GROUPS, INSTALL EACH BOX AN EQUAL DISTANCE FROM THE WALK, CURB, BUILDING OR LANDSCAPE FEATURE AND 12" BETWEEN BOX TOPS. ALIGN THE SHORT SIDE OF RECTANGULAR VALVE BOXES PARALLEL TO WALK, CURB, BUILDING OR LANDSCAPE FEATURE.
16. VALVE LOCATIONS SHOWN ARE DIAGRAMMATIC. INSTALL IN GROUND COVER/SHRUB AREAS.
17. FLUSH AND ADJUST IRRIGATION OUTLETS AND NOZZLES FOR OPTIMUM PERFORMANCE AND TO PREVENT OVER SPRAY ONTO WALKS, ROADWAYS, AND/OR BUILDINGS. SELECT BEST DEGREE OF ARC AND RADIUS TO FIT THE EXISTING SITE CONDITIONS AND THROTTLE THE FLOW CONTROL AT EACH VALVE TO OBTAIN THE OPTIMUM OPERATING PRESSURE FOR EACH CONTROL ZONE.
18. SET SPRINKLER HEADS PERPENDICULAR TO FINISH GRADE.
19. LOCATE BUBBLERS ON UPHILL SIDE OF PLANT OR TREE.
20. INSTALL A HUNTER HCV SERIES, KBI CV SERIES, OR APPROVED EQUAL SPRINKLER LOADED CHECK VALVE WHERE LOW OUTLET DRAINAGE WILL CAUSE EROSION AND/OR EXCESS WATER.
21. WHERE IT IS NECESSARY TO EXCAVATE ADJACENT TO EXISTING TREES, USE CAUTION TO AVOID INJURY TO TREES AND TREE ROOTS. EXCAVATE BY HAND IN AREAS WHERE TWO (2) INCH AND LARGER ROOTS OCCURS. BACK FILL TRENCHES ADJACENT TO TREE WITHIN TWENTY-FOUR (24) HOURS. WHERE THIS IS NOT POSSIBLE, SHADE THE SIDE OF THE TRENCH ADJACENT TO THE TREE WITHIN WET BURLAP OR CANVAS.
22. NOTIFY LOCAL JURISDICTIONS FOR INSPECTION AND TESTING OF INSTALLED BACKFLOW PREVENTION DEVICE.
23. THE IRRIGATION SYSTEM DESIGN IS BASED ON THE MINIMUM OPERATING PRESSURE SHOWN ON THE IRRIGATION DRAWINGS. VERIFY WATER PRESSURE PRIOR TO CONSTRUCTION. REPORT ANY DIFFERENCE BETWEEN THE WATER PRESSURE INDICATED ON THE DRAWINGS AND THE ACTUAL PRESSURE READING AT THE IRRIGATION POINT OF CONNECTION TO THE OWNER.
24. PIPE SIZING SHOWN ON THE DRAWINGS IS TYPICAL. AS CHANGES IN LAYOUT OCCUR DURING STAKING AND CONSTRUCTION, THE SIZE MAY NEED TO BE ADJUSTED ACCORDINGLY.
25. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR MINOR CHANGES IN THE IRRIGATION LAYOUT DUE TO OBSTRUCTION NOT SHOWN ON THE IRRIGATION DRAWINGS SUCH AS LIGHTS, FIRE HYDRANTS, SIGNS, ELECTRICAL ENCLOSURES, ETC.
26. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR CHANGES IN THE IRRIGATION LAYOUT AND VALVE ZONING DUE TO VARIATION IN THE EXISTING SITE CONDITIONS SUCH AS EXPOSURE FROM BUILDING, TRELLISES, TREES, ETC., AS WELL AS SLOPE AND SOIL CONDITIONS. THE CONTRACTOR SHALL NOTIFY THE OWNER OF THE PROPOSED CHANGES PRIOR TO INSTALLATION FOR APPROVAL.
27. WHEN WORK OF THIS SECTION HAS BEEN COMPLETED AND SUCH OTHER TIMES AS MAY BE DIRECTED, REMOVE ALL TRASH, DEBRIS, SURPLUS MATERIALS AND EQUIPMENT FROM SITE.
28. CONTRACTOR SHALL BE RESPONSIBLE FOR SUPPLEMENTAL HAND WATERING OF ALL PLANT MATERIAL WITHIN DRIPLINE AREAS UNTIL THE PLANTS ARE SUFFICIENTLY ESTABLISHED.
29. SCHEDULE A MEETING WHICH INCLUDES REPRESENTATIVES OF THE IRRIGATION CONTROLLER MANUFACTURER, THE OWNER, AND THE IRRIGATION CONTRACTOR AT THE SITE FOR INSTRUCTION ON THE PROPER PROGRAMMING AND OPERATION OF THE IRRIGATION CONTROLLER.



1 TRENCH UNDER HARDSCAPE

IRRIGATION LEGEND

SYMBOL	MANUFACTURER	MODEL NO.	DESCRIPTION	NOZZLE GPM (F,H,Q)	OPERATING PSI	OPERATING RADIUS (FEET)
	HUNTER	PROS-06-PRS40-CV/MP1000-90	6" POP-UP SPRAY SPRINKLER W/ MP ROTATOR NOZZLE	0.75,0.37,0.19	40	12-14
		PROS-06-PRS30-CV/MP1000-90	6" POP-UP SPRAY SPRINKLER W/ MP ROTATOR NOZZLE	0.60,0.32,0.16	30	8-12
		PCB-25	TREE BUBBLER - 2 PER TREE	0.25	30	
		ICV SERIES	REMOTE CONTROL VALVE ASSEMBLY FOR SPRINKLER LATERALS			
	WILKINS	ICV-101G-AS-40/HY-100	REMOTE CONTROL VALVE WITH A PRESSURE REGULATOR AND FILTER FOR DRIP LATERALS			
		PLD-BV	FLUSH VALVE			
		PER MANUFACTURER'S RECOMMENDATION	AIR RELIEF VALVE ASSEMBLY			
			TEES & ELBOWS FOR ASSEMBLING PIPES			
	WeatherTRAK		TIE-DOWN STAKES			
			PVC RISER PIPE FOR BRINGING UNDERGROUND PIPE TO THE SURFACE AND RAISED PLANTERS			
			QUICK COUPLER			
		975XLSEU-1.5"	REDUCED PRESSURE BACKFLOW ASSEMBLY			
	WeatherTRAK	WT-FS-100-CST	FLOW WENSOR/MASTER VALVE, NORMALLY OPEN.			
	WeatherTRAK	WTLC-C-36-PL	IRRIGATION CONTROLLER WITH SOLAR SYNC ET SENSOR			
	WeatherTRAK	WT-WRS	WIRELESS RAIN SENSOR SYSTEM. AUTOMATICAL SHUTS THE SYSTEM OFF AS SOON AS IT STARTS RAINING			
			MAIN LINE:	1" THROUGHOUT: 1120-SCHEDULE 40 PVC PLASTIC PIPE WITH SCHEDULE 40 PVC SOLVENT WELD FITTINGS. 18" COVER.		
			LATERAL LINE TO SPRINKLERS/ BUBBLERS:	3/4" AND LARGER: 1120-SCHEDULE 40 PVC PLASTIC PIPE WITH SCHEDULE 40 PVC SOLVENT WELD FITTINGS. 12" COVER.		
			DRIPLINE LATERAL LINE:	3/4" AND LARGER: 1120-SCHEDULE 40 PVC PLASTIC PIPE WITH SCHEDULE 40 PVC SOLVENT WELD FITTINGS. 12" COVER.		
			INLINE EMITTER:	HUNTER HDL SERIES DRIPLINE, PART #HDL-06-24-250-CV. USE PLD-LOC FITTINGS. DRIPLINE LATERAL TO BE INSTALLED ON GRADE SPACING 24" APART. SIZE EXHAUST HEADERS AS FOLLOWS: 1": 0-10 GPM; 1.25": 11-20 GPM. ALL EXHAUST HEADERS SHALL BE 1" SCH. 40 PVC OR 1" SCH. 40 FLEXIBLE PVC. USE SCH. 40 SOLVENT WELD FITTINGS. EXTEND PVC HEADERS TO THE ENDS OF ALL DRIP ZONES TO BALANCE FLOW IF REQUIRED. SEE HUNTER TYPICAL INSTALLATION DETAILS.		
			SLEEVING:	SCHEDULE 40 PVC PLASTIC PIPE. COVER TO BE AS INDICATED ABOVE FOR PIPE DEPTH OF COVER.		

* WHEN RADIUS OF SPRINKLER HEADS, REQUIRED FOR PROPER COVERAGE, IS LESS THAN RADIUS SHOWN ON LEGEND, THE CONTRACTOR SHALL EQUIP HEAD WITH A RAIN BIRD "PCS" PRESSURE COMPENSATING SCREEN FOR FLOW AND RADIUS CONTROL. SELECT SCREEN ON PCS NOZZLE SCREEN SELECTION CHART FOR APPROPRIATE RADIUS.

NEW RESIDENCE

2174 CLAYTON DRIVE
MENLO PARK, CA

YH LANDSCAPE DESIGN

3357 SAINT MICHAEL CT
PALO ALTO, CA 94306
TEL: (415) 694-0800

LICENSE STAMPS AND SIGNATURE



ISSUED

No.	Description	Date

DATE:	DECEMBER 17, 2025
SCALE:	
DRAWN:	YH
JOB:	

SHEET TITLE:

IRRIGATION NOTES & SCHEDULE

SHEET NO.

IR-3

YES GROUP PRIME COMPANY

Licensed General Contractor, CSLB # 1138993
 305 Belmont Avenue, Suite A
 Redwood City, CA 94061

Date: 4/07/2026

Revision-1: 5/18/2026

SUBJECT: Cost Increase for Alternate Design, for tree #9, #14 & #15 Removal

Address: 2174 Clayton Drive, Menlo Park

Dear Ms. Sun:

Per your request Below is our Feasibility Calculation to show the construction cost increase due to the alternate design from your Architect for the Tree #9, #14 & #15 Removal, on the site at 2174 Clayton Drive, Menlo Park.

The alternate design will have to extend more floor/exterior wall/ roofing to the rear in order to save the Tree #9, #14 & #15, such will incur more construction cost at least for the following:

To save tree #9

- Foundation:	15,000
- Framing:	15,000
- Flooring	10,000
- Exterior wall:	8,000
- Roofing:	7,000
Subtotal:	55,000

To save tree #14 & 15

- Foundation:	25,000
- Framing:	25,000
- Flooring	20,000
- Exterior wall:	18,000
- Roofing:	17,000
Subtotal:	105,000

Total additional construction cost: 160,000

Tree #9 Appraised Value: 8,000 x 140% =	11,200
Tree #14 Appraised Value: 8,800 x 140% =	12,320
Tree #15 Appraised Value: 5,800 x 140% =	8,120
Subtotal:	31,640

Thank you for the opportunity to work with you.

Respectfully,

Gloria Su

Estimator

Yes Group Prime Company

CSLB # 1138993

HERITAGE TREE PERMIT APPEAL FORM

Public Works
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6720



Instructions

Please complete this form and mail to the City Clerk's office (City Hall, 2nd Fl, 701 Laurel St.), along with the appeal fee of \$200. The postmark date must be within the appeal period of 15 days after staff's decision. Please make the check payable to "City of Menlo Park." Incomplete forms will not be accepted.

Only the permit applicant can appeal staff's decision based on either Criteria 1, 2, 3, or 4 and any Menlo Park resident or property owner may appeal staff's decision based on either Criteria 5 or 6.

Appellant's information

Name: MP Clayton LLC

Address: 2174 Clayton Dr, Menlo Park, CA 94025

Phone: 650-686-8888

Email address: ms.isabella.sun@gmail.com

Heritage tree information

Property address: 2174 Clayton Ave, Menlo Park, CA 94025

Tree species (if there is more than one tree, please attached a tree inventory list)

Common name: #9 Coast Live Oak, #14 #15 Monterey Pine Botanical name:

Please select which decision making criterion was used to make staff's decision:

- ☐ Criterion 1: Death
- ☐ Criterion 2: Tree risk rating
- ☒ Criterion 3: Tree health rating
- ☐ Criterion 4: Species
- ☒ Criterion 5: Development
- ☐ Criterion 6: Utility inference

Please note for Criteria 5 and 6, you have additional fifteen (15) days to review project documents and to submit one (1) to five (5) feasible and reasonable alternatives for the permit applicant to consider. Refer to the administrative guidelines on the City's website for more details.

Reason to appeal (attach additional paper if needed):

Tree #9: The trees is close to our floor plan footprint (less than 5.5ft). -We tried alternative design, but the cost were dramatically high. The tree value x140% is way less than construction cost of our alternative design. (Cost analysis to support.) Tree #14 #15: Both trees are in overall Fair condition, and the Structural Integrity and Preservation Suitability Rating are even assessed as Poor by a city approved arborist. Arborist recommended to Remove. (Arborist report to support.) Also, there were big branches dropped off in last year's strong wind which caused house damage and this is quite a safety hazard. The trees may fail down in strong wind which may potentially injure to kids, adults and pets, or/and cause significant house damage.

Signature: _____

Date: 5/22/2026 _____

Environmental Quality Commission work plan

City Manager's Office
701 Laurel St., Menlo Park CA 94025
Approved



Work plan goals

1. Provide feedback to staff and advise the City Council on 2025-2030 scope of work implementation for Climate Action Plan (CAP) strategies No. 1 through No. 6
2. Ensure that our most vulnerable communities have a voice in policies and programs to protect their communities from environmental impacts.
3. Leverage best practices to advise/recommend on the preservation of heritage trees, city trees and expansion of the urban canopy; and make determinations on appeals of heritage tree removal permits.
4. Support sustainability initiatives, as needs arise, which may include city-led events, habitat protection, healthy ecology, environmental health protection, healthy air, surface water runoff quality, water conservation and waste reduction.
5. Maintain an annual commission calendar to provide transparency and allow adequate time to prepare agenda items related to the commission's work plan; update and post for public review monthly.
6. Encourage and facilitate robust public comment and participation at Commission meetings.
7. Foster a public meeting environment that is inclusive of all members of the diverse Menlo Park community.
8. Support the filling of openings on the Commission and the effective onboarding of new Commissioners.
9. Participate in an ad hoc subcommittee of the Complete Streets Commission comprised of both Complete Streets and Environmental Quality Commissioners to evaluate metrics to measure progress on and set specific long term and annual goals. The subcommittee shall consist of no more than three EQC commissioners and no more than three CSC commissioners so as not to violate the Brown Act.

Work plan history

Action	Date	Notes
Work plan recommended to EQC	August 19, 2026	
Work plan recommended to City Council		

Environmental Quality Commission (EQC) agenda topics fiscal year 2026-27

Using the below template, the EQC will discuss scheduling topics from August 2026 through July 2027. The agenda schedule may change based on City Council, Chair and Vice Chair and staff requests/direction.

Month	Topics	Author/Presenter	EQC role
August 2026	<i>Cancelled</i>		
September 2026			
October 2026			
November 2026			
December 2026			
January 2027			
February 2027			
March 2027			
April 2027			
May 2027			
June 2027			
July 2027			

Regular items

- Climate Action Plan progress report (November)
- Annual selection of Chair and Vice Chair (May)
- Annual City Arborist Report (June)
- Set fiscal year commission agenda calendar (June-August)
- Chair report to the City Council (July/August)
- Annual update of existing building electrification outreach and education
- Annual update on the permit fee waiver program

Potential topics to add to calendar

- Priorities included in the City Council work plan for fiscal year 2026-27 (Attachment A)

Potential topics for fy 2026-27 work plan:

- Building Energy Savings Ordinance (BESO) and Building Performance Standard (BPS)
- Sea level rise and resiliency, climate adaptation plan project updates
- Cool seal for pavement
- U.S. Green Building Council LEED for cities program
- Climate action plan dashboard and electrification education hub
- Stanford sustainable cities course partnership
- Non-residential AC to heat pump building codes
- Permit streamlining
- Tree planting in Belle Haven
- Food systems focused on engagement with Belle Haven Collective
- Youth Advisory Committee

Ad hoc subcommittees (in alphabetical order)

[Name] ad hoc subcommittee

- Scope:
- Duration:
- Commissioners: