REGULAR MEETING AGENDA - AMENDED
Date: 5/14/2018
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

The agenda has been amended to update the staff report items F5, F6 and F7

A. Call To Order

B. Roll Call

C. Reports and Announcements

Under "Reports and Announcements," staff and Commission members may communicate general information of interest regarding matters within the jurisdiction of the Commission. No Commission discussion or action can occur on any of the presented items.

D. Public Comment

Under "Public Comment," the public may address the Commission on any subject not listed on the agenda, and items listed under Consent Calendar. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

E. Consent Calendar

E1. Approval of minutes from the April 23, 2018, Planning Commission meeting. (Attachment)

F. Public Hearing

F1. Use Permit/Manzoor Ghori/1010 Hollyburne Avenue:
Request for a use permit to partially demolish, construct a new addition, and perform interior modifications to an existing single-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district. The existing residence is nonconforming with respect to the required right and left side setbacks and the daylight plane. The value of the proposed work exceeds the 75 percent new work value within a 12-month period and therefore requires a Planning Commission approval of a use permit. (Staff Report #18-047-PC)

F2. Use Permit and Variance/Karen Xu/812 Woodland Avenue:
Request for a use permit to add a second floor, as well as conduct interior modifications to a single-family residence that would exceed 50 percent of the replacement value of the existing

nonconforming structure in a 12-month period. The project also includes a variance request for the residence to have a left side setback of three feet, where the requirement is five feet for both the first and second stories. The subject property is in the R-1-U (Urban Residential) zoning district. ***Continued to a future meeting.***

F3. Use Permit Revision/City of Menlo Park/333 Burgess Drive:
Request for a use permit revision to use and store hazardous materials on site for use with an emergency well previously permitted at the City's Corporation Yard. The materials will either be stored within an existing building or within a separate storage tank on site and will be used to help ensure safe drinking water during an emergency. The subject site is located in the P-F (Public Facilities) zoning district. (Staff Report #18-048-PC)

F4. Use Permit & Architectural Control/NMSBPCSLDHB/40 Middlefield Road:
Request for a use permit and architectural control to construct a new single-story office building, approximately 3,600 square feet in size, on a vacant lot in the C-4 (General Commercial) zoning district. The proposal includes a parking reduction request to provide 12 spaces where 22 spaces are required, which represents a ratio of one space per 300 square feet of gross floor area. The project includes a dedication of approximately 1,700 square feet of right-of-way along Middlefield Road associated with a plan line. (Staff Report #18-049-PC)

F5, F6 & F7 will be reviewed as one item, with a single staff report (Staff report amended May 10, 2018)

F5. Architectural Control and Use Permit/500 SC Partners LLC/506-540 Santa Cruz Avenue:
Request for architectural control to demolish existing buildings and construct a new mixed-use development consisting of a café on the first floor, office space on the second and third floors, and three residential units on the fourth floor in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The project also includes a use permit to allow outdoor seating associated with the proposed café. As part of the proposed project, two heritage trees are proposed for removal. The proposal is coordinated with the 1125 Merrill Street and 556 Santa Cruz Avenue proposals, and includes linked elements, such as access. (Staff Report #18-050-PC)

F6. Architectural Control/556 SC Partners LLC/556-558 Santa Cruz Avenue: Request for architectural control to demolish the existing building and construct a new mixed-use development consisting of retail space on the first floor, office space on the second floor, and four residential units on the third floor in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The proposal is coordinated with the 1125 Merrill Street and 506 Santa Cruz Avenue proposals, and includes linked elements, such as access. (Staff Report #18-050-PC)

F7. Architectural Control/Chasen Rapp/1125 Merrill Street:
Request for architectural control to demolish the existing building and construct a new mixed-use development consisting of office space on the first and second floors, two residential units on the third and fourth floors in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. As part of the proposed project, two heritage trees are proposed for removal. The proposal is coordinated with the 506 and 556 Santa Cruz Avenue proposals, and includes linked elements, such as access. (Staff Report #18-050-PC)

G. Regular Business

G1. 2018-19 Capital Improvement Plan/General Plan Consistency:
Consideration of consistency of the 2018-19 projects of the Five-Year Capital Improvement Plan with the General Plan. (Staff Report #18-051-PC)

G2. Nominate and recommend a commissioner to serve on the Heritage Tree Ordinance Taskforce. (Staff Report #18-052-PC)

H. Informational Items

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

- Regular Meeting: June 4, 2018
- Regular Meeting: June 18, 2018
- Regular Meeting: July 16, 2018

I. Adjournment

Agendas are posted in accordance with Government Code Section 54954.2(a) or Section 54956. Members of the public can view electronic agendas and staff reports by accessing the City website at www.menlopark.org and can receive e-mail notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting the Planning Division at 650-330-6702. (Posted: 05/09/18)

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.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.

REGULAR MEETING MINUTES - DRAFT

Date: 4/23/2018
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Drew Combs called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Barnes, Drew Combs (Chair), Larry Kahle (Vice Chair), John Onken, Henry Riggs, Katherine Strehl

Absent: Susan Goodhue

Staff: Deanna Chow, Principal Planner, William McClure, City Attorney, Matt Pruter, Associate Planner, Corinna Sandmeier, Senior Planner

C. Reports and Announcements

Principal Planner Deanna Chow thanked Chair Combs and Commissioner Kahle, expressing gratitude and appreciation for their service as Chair and Vice Chair in the Planning Commission, respectively. She also stated that Arlinda Heineck, Community Development Director who is retiring, and Jim Cogan, Housing and Economic Development Department Manager who is leaving the City, would both be receiving proclamations at the April 24 City Council meeting.

Commission Comment: Commission Strehl commented on a residence located on her street, valued at $3.8 million, that was listed on an English short-term lodging website similar to Airbnb for $750 per night. She expressed concern at this operation, and asked whether the City could allow any of these short-term rentals.

Principal Planner Chow stated that the City has no regulations that restrict short-term rentals of this nature. She noted that there were tenancy requirements, however, for secondary dwelling units.

D. Public Comment

- Matthew Zito, Chief Facility Officer, Sequoia Union High School District, stated that the School District had not yet received any communication from The Sobrato Organization. He said that the School District wants to look at The Sobrato Organization's plans, expressing concern that the new high school adjacent to the Sobrato project will be quite close. He also stated that the School District wants to collaborate with The Sobrato Organization in designing their open space together. Lastly, he expressed interest regarding the areas formerly zoned as M-2 (General Industrial District), particularly the areas that are now zoned R-MU (Residential Mixed

Use District), emphasizing the obstructions from the third floor deck at the new high school and the fact that 400 students will be attending.

Chair Combs said that he found it interesting that the School District is speaking at this time from the same perspective of concern that many local residents and stakeholders had conveyed when the School District was obtaining the permitting necessary for their new high school.

E. Consent Calendar

None

F. Public Hearing

F1. Use Permit/Joseph R. Junkin/415 Pope Street:
Request for a use permit to demolish an existing one-story single-family residence with a detached garage and construct a new two-story single-family residence with a detached one-car garage on a substandard lot with respect to lot width in the R-1-U (Single Family Urban Residential) zoning district. (Staff Report #18-037-PC)

Staff Comment: Associate Planner Matt Pruter said there were no additions to the staff report.

Applicant Presentation: Roger Kohler, the project architect, said that he and the property owner, Joe Junkin, talked with all neighbors and completed a number of revisions per their commentary. He said the improvements included adding trees along the side yard and bulk and massing improvements. He also stated that the main residence would be two stories in height, the existing garage would be demolished, and the materials would include horizontal boards and real wood siding. Mr. Junkin stated that his family needed additional space in their home.

Commissioner Larry Kahle commented on the fact that the base flood elevation (BFE) on site was 34.5 feet, yet the finished floor of the first floor was 36.9 feet in height, and asked why there was a nearly 2.5-foot difference. Mr. Kohler stated that they were avoiding pressure-treated wood, and that they had done work similar to this on many homes in the flood zone before. Commissioner Kahle then confirmed with Mr. Kohler that there would also be duct work below the first floor. Commissioner Kahle then asked whether the home's corner boards would be painted to match the siding or not. Mr. Kohler said that a different color would be used for the corner boards, noting that typical homes that his company had worked on in the area have been painted in a similar manner. Commissioner Kahle then suggested that they could consider matching the siding and not paint the corner boards differently.

Chair Combs opened the public hearing and closed it as there were no speakers.

Commission Comment: Commissioner Riggs asked the applicant about why they chose to use privet trees. Mr. Junkin said that they currently had healthy privets in the front yard that they found to be evergreen and hearty. He then described their height of 15 to 20 feet, their bushy form, and their ability to provide adequate screening as preferred qualities. He expressed their overall preference for this planting choice, and that their neighbor had also requested this choice as well. Commissioner Strehl suggested using podocarpus as it was a healthy plant and grew relatively fast and could be a hedge or tree.

Commissioner Kahle said it was a well designed project that would fit the neighborhood. He moved to approve as recommended in the staff report. Commissioner Riggs seconded the motion. He said he agreed with Commissioner Kahle to paint the corner boards the same color as the body of the house. He said it was only a suggestion and mentioned there were homes in the Willows that the applicant could look at to see how painting the corner boards the same as the house harmonized and allowed the trim they wanted to be highlighted such as eaves, rake, and window and door frames to stand out appropriately.

Commissioner Barnes said it would be a nice addition to Pope Street and the Willows. He said it was architecturally in keeping with the spirit of that street.

ACTION: Motion and second (Kahle/Riggs) to approve the use permit as recommended in the staff report; passes 6-0-1 with Commissioner Goodhue absent.

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

2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.

3. Approve the use permit subject to the following ***standard*** conditions:

    a. Development of the project shall be substantially in conformance with the plans prepared by Kohler Architects, consisting of 13 plan sheets, dated received April 9, 2018, and approved by the Planning Commission on April 23, 2018, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

    b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.

    c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.

    d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.

    e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and

significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.

f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.

g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by Kielty Arborist Services, LLC, dated received February 23, 2018.

4. Approve the use permit subject to the following project-specific conditions:

a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised project plans that indicate flood vents on both proposed structures to satisfy FEMA requirements (1 sq. in. for every 1 sq. ft. of enclosure below BFE). The revised project plans shall be subject to review and approval of the Planning Division and/or Engineering Division.

F2. Use Permit/James L. Chesler/24 Sunset Lane:
Request for a use permit to perform excavation within the required left side and rear setback to a depth greater than 12 inches for landscape modifications, including the construction of a new retaining wall, on a standard lot in the R-1-S (Single Family Suburban Residential District) zoning district. (Staff Report #18-038-PC)

Staff Comment: Associate Planner Pruter said there were no additions to the staff report.

Questions of Staff: Commissioner Riggs confirmed with staff for the record that there were no building or architectural changes and the application was related to a site issue.

Applicant Presentation: Patrick Whisler, project landscape architect, introduced the property owner Jim Chesler. He said their application was for grading within a setback due to an upslope in the rear yard that was restricting the usable area for the family and recreation in the backyard. He said this work would open that space up a bit with a retaining wall system. He said to blend with the slope they used terracing with a smaller planter wall in front. He said the shaded area on Exhibit D3 showed the area of excavation within the setback. He said Exhibit D4 went through the sections of the wall that demonstrated the terracing. He said on Exhibit D5 they could see the intent for the final buildout to install a swimming pool and spa, which would be under a separate building permit.

Chair Combs opened the public hearing and closed it as there were no speakers.
Commission Comment: Commissioner Onken said the project was straightforward and he did not see any harm done by the retaining wall. He moved to approve as recommended in the staff report. Commissioner Barnes seconded the motion.

ACTION: Motion and second (Onken /Barnes) to approve the use permit as recommended in the staff report; passes 6-0-1 with Commissioner Goodhue absent.

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

2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.

3. Approve the use permit subject to the following ***standard*** conditions:

    a. Development of the project shall be substantially in conformance with the plans prepared by Michael Benison, consisting of eight plan sheets, dated received on April 6, 2018, and approved by the Planning Commission on April 23, 2018, except as modified by the conditions contained herein, subject to review and approval by the Planning Division.

    b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.

    c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.

    d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.

    e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.

    f. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the recommendations in the arborist report by Kielty Arborist Services, LLC revised July 30, 2017.

F3. Use Permit/Philippe and Sayeh Morali/1076 Santa Cruz Avenue:
Request for use permit to demolish an existing one-story, single-family residence to construct a new two-story home on a substandard lot with regard to lot width in the R-E (Residential Estate) zoning district. As part of the proposed development, two heritage-size redwoods, one heritage-size palm, and one heritage-size fig tree are proposed for removal. The project includes a six-foot-tall front fence that would meet the height and design standards for fences on residential properties fronting Santa Cruz Avenue. (Staff Report #18-039-PC)

Staff Comment: Principal Planner Chow said staff had no additions to the written report.

Applicant Presentation: Dave Terpening, project architect, said they had brought a project to the Commission for this site in 2008 that was approved. He said due to financing and delays the project was never done. He said the proposed project was much the same as the project that had been approved in 2008.

Commissioner Strehl asked if the proposal was the same or not. Mr. Terpening said in 2008 the variance from the daylight plane was not approved but the building with adjustments was. He said this proposal was that building with the adjustments. Commissioner Strehl confirmed in 2008 that the applicant had requested removal of the heritage redwood trees, and asked what happened. Mr. Terpening said the tree removals were approved.

Commissioner Kahle said the lot was very deep and two redwood trees, #20 and #21, at the front were proposed for removal. He asked if they had considered moving the new structure further back and keeping the two redwoods as they seemed to be in fairly good condition. Mr. Terpening said they had not as they wanted to keep the backyard as it was and the site had numerous redwood trees on it. Commissioner Kahle confirmed with the applicant that the roof tiles were two-piece and the shutters were operable.

Chair Combs opened the public hearing.

Public Comment:

- Ashley McReynolds introduced her husband Zach McReynolds. She said they lived next door. She said their home was on Arbor Road and the neighbor's home was on Santa Cruz Avenue. She said the redwood trees in the front were very important to keep. She said the lot subdivision resulting in her parcel and the subject parcel left her lot with most of the backyard taken up with a retaining wall to maintain the redwoods. She said they were concerned with the effect of the drought on those trees. She said they were also concerned with the removal of heritage trees near the trees on her lot that there could be damage done. She said they already felt the trees were in a precarious state on Arbor Road and they wanted to log that as a concern. She said the distance between their home and the proposed home was very tight and they would like that carefully reviewed. She said they had significant privacy concerns. She said the subject lot was very large with a lot of space that broadened significantly in the rear yard and the project home was proposed on the narrower part of the lot. She said it appeared that her master bathroom window would be only 10 to 15 feet from one of the project windows with a direct view. She said the two wonderful homes should be able to sit together on these lots with privacy and the beauty of the neighborhood through the trees being retained.

- Zach McReynolds said they would like the Morali family to consider moving the house back on the lot rather than putting it within a foot exactly of the shadow of their home. He said once heritage trees were removed they could not be returned. He said they requested the Commission and applicants consider planting additional trees to replace the removed trees.

Chair Combs closed the public hearing.

Commission Comment: Commissioner Kahle said the proposed design was nice and would fit with the neighborhood. He said that an existing well shown on the site plan might be the hindrance to

moving the house back on the lot. He asked if there was support on the Commission to save the two redwood trees and move the structures back on the property some distance to make that work.

Chair Combs said the City Arborist had approved the request to remove three heritage trees as they were located in the path of construction. Principal Planner Chow referred to the staff report statement that the City Arborist had relayed that removal of the other three heritage trees, the palm and two redwoods, was not justified based on health, structure, or similar issues; however, the trees were in the path of construction, which the Heritage Tree Ordinance permits as a basis for removal. She said the tree removal permits would be issued if the Planning Commission approved the use permit.

Commissioner Onken said the fig tree was in the path of construction and its removal would not affect the neighborhood. He said the palm tree was within the footprint of the new home. He said the proposed project was tight to the front setback line maximizing the front yard. He said given the pressure on the trees and some of the concerns he would like to see the house shifted back five or 10 feet. He said that might allow one of the redwoods to be saved in the front. He said the proposed design was well planned and he liked the L-shape of it. He said overlooking of the neighbors was minimal as there was only a small bit of a second story with some small windows.

Commissioner Barnes said he did not think moving the house back would prejudice the overall enjoyment of the lot. He said he could support the house being set back more although he did not know what distance that should be and would wait to see if others supported 10 feet or what.

Commissioner Strehl said she agreed with the idea of moving the house back. She said she was curious to hear if the applicants would be willing to move the house back and potentially save one of the redwood trees.

Philippe Morali, property owner, said they designed the home with great thought to the neighbors including not having a view to others properties. He said one of the reasons they wanted to move into the area was the trees, and the oak tree was one of the reasons they loved this lot. He said they would like to protect as much as possible their backyard noting the lot was on a busy street. He said the house was designed to put enough space between the house and the street, and move all the living areas toward the back.

Commissioner Riggs asked if the design could still meet the owners' goals and move the house west enough to keep the two redwood trees. Recognized by the Chair, Mr. Terpening said it was feasible but he questioned the reasons for doing it. He said the site had a jungle of redwood trees at its corner and there were a number of redwoods both on the property and immediately adjacent. He said for the record that the arborist addressed all the trees on the lot and the trees just off the lot. He said the reason the home was positioned where it was relative to the side yard was to maintain a garden for the office/study on that side of the house and not just to provide distance from the active well. He said regarding privacy that the majority of the windows were oriented to the street or to the east and west, and not north and south, and where it abutted Arbor Road most of the building was single-story. He said the windows on that side of the house would look at the fence. He said if they pushed the house back it increased the driveway and had some implications. He said they could move the house back but he did not think it was needed. He said also it should be noted that they were replacing the heritage trees with additional heritage trees and additional trees that could go to heritage size as shown on the landscape plan.

Commissioner Riggs said the issue seemed to be the redwoods in front that were sort of an extension of the street canopy. He said the oak tree was in the street canopy and then seen from the street about 40 feet back you see redwood trees that helped define the street and neighborhood. He asked if the replacement trees would be in that line of sight and redwood trees. Mr. Terpening said the trees would be replaced on the fence in the rear yard. He noted his experience working in heavily wooded residential areas. He said the two dominant trees from the street were the valley oak in the middle and the Deodar cedar essentially in the front setback in the middle of the garage. He said there was a stand of redwoods abutting the corner of the property the majority of which were off the site. He said two redwoods being proposed for removal did not have a significant visual impact on Santa Cruz Avenue whereas the redwood in the corner being saved had more visual impact on Santa Cruz Avenue. Commissioner Riggs asked if the applicant was open to planting a redwood tree in the front yard. Mr. Terpening said certainly.

Commissioner Riggs said redwood trees grew fairly fast. He said the front of this property had two large and two potentially large trees. He said Deodar cedar seemed to never stop growing. He said he thought the oak tree was the more valuable species and would benefit from a break from other species. He asked the Commission to consider that a replacement redwood tree in the setback area would, in 15 years or so, continue the redwood theme along the street as a compromise to relocating the building. He said the architect had gone to some trouble to arrange windows and consider privacy to neighbors.

Commissioner Onken asked the applicant about the driveway as it seemed to create a very odd angle for a car to pull out onto Santa Cruz Avenue. He asked if they should be worried about safety. Mr. Terpening said they examined this with the civil engineer and landscape architect. He said there was enough room on the driveway because of the position of the gate and the distance between the gate and street to position a car so it was pretty close to 90° by the time the car was negotiating the exit. He said the curb cut was straight when it crossed the sidewalk. He said regarding the replacement of the redwood tree that he had looked at the plans and thought that one or two would best be planted to the right of the driveway in the triangular area as no trees were proposed there, it was a good distance from the oak and better than in the south area where there was a stand of redwoods.

Commissioner Kahle said moving the house back would help the relationship to adjacent structures and noted the distance between the back of the house and rear property line was 135 feet. He said regarding fronting a busy street that keeping two mature redwood trees would help screen visually and diminish noise. He asked staff if the Planning Commission should suggest a distance to move the house back and then have the Arborist review. Principal Planner Chow said the Planning Commission could provide a number. She said however since it was related to trees that it would be wise to get an updated arborist report to see what would be needed to protect the trees, if that was the direction of the Commission.

Commissioner Strehl noted that currently there were 13 heritage trees with four proposed for removal, leaving nine heritage sized trees of which some were redwood and one was a substantial oak tree. Recognized by the Chair, Mr. Terpening said there were 12 redwood trees on the property and additional ones just adjacent to the property line that straddled that line. He said they were also replacing four heritage sized trees and would have 28 trees in total on the lot.

Commissioner Strehl said she had asked about relocating the house but after Commissioner Riggs' comments and the willingness of the applicant to replace one of the heritage redwood trees

with a redwood tree in the front of the property that she could support the project as recommended in the staff report. She moved to approve the use permit as recommended in the staff report with the addition of a new redwood tree at the front of the property in the triangle next to the driveway. Commissioner Riggs said he would like to second the motion. He said he noticed that the screening trees on the left side of the property were proposed as fruit trees. He asked if those were intended to be evergreen fruit trees. Recognized by the Chair, Mr. Terpening said he did not know if they were intended for screening as there was a fence and hedge on that side already. He said they might screen by virtue of height. Commissioner Riggs said the landscape plan indicated they were for screening. Mr. Terpening said he would have the landscape architect label them as evergreen on the final plan or make a note of it now. He said in any case they were willing to plant evergreen type trees there.

Commissioner Riggs asked the maker of the motion if she wanted to include that. Commissioner Strehl accepted that addition to her motion. Commissioner Riggs said he would second the motion to approve that would include the addition of the redwood tree in the front and confirming the left side property line trees indicated for screening of the second story windows were evergreen.

Commissioner Kahle said he was about to make a motion to move the house back and would not support the motion made.

Chair Combs said he could support the motion but shared Commissioner Kahle's concern and belief that the house could be possibly pushed back. He said he did not know whatever dependencies would arise from doing that.

ACTION: Motion and second (Strehl /Riggs) to approve the use permit with modifications; failed 3-3-1 with Commissioners Combs, Riggs and Strehl supporting and Commissioners Barnes, Kahle, and Onken opposing, and Commissioner Goodhue absent.

Commissioner Kahle moved to approve the design of the home with the conditions in the staff report and moving the structure back approximately 10 feet to be verified by an arborist with the goal to maintain and preserve the two redwood trees in the front, and to verify that the screening trees on the left side property line were evergreen.

Commissioner Strehl asked if the applicant would have to return to the Commission and whether it was the City Arborist who would determine how far the house should be set back. Chair Combs said the City Attorney had indicated that was correct. Commissioner Strehl asked if it could be done by conformance memo. Chair Combs said that the Arborist would need to confirm the distance for preservation of the redwood trees. Commissioner Strehl asked what if the Arborist said the house had to be set back 15 or 20 feet to preserve those redwoods. She said that could result in other trees needing to be removed. Chair Combs asked if Commissioner Kahle wanted to put an upper limit on how far the house should be moved back to accommodate the trees, and default to the approval as outlined in the staff report. Commissioner Kahle said he would not as if the Arborist proposed something excessive the applicant had chance for recourse. Chair Combs said the applicant's recourse would be to come back to the Commission unless something was in the action to allow for an alternate outcome. Commissioner Kahle said the backyard was very deep and he saw no unintended consequences in moving the house back from the street.

Commissioner Barnes said he could support moving the house back as so many lots have the inability to work around heritage trees. He said he did not like creating delay for the project.

Principal Planner Chow said the Commission could approve with the recommendation to move the house back subject to receiving additional input from an updated arborist report from City Arborist and determine what that setback was. She said if that setback was something the applicant felt was a hardship the approval could have a condition that they could come back and have more discussion, but if they were fine with the requirement, the project could move forward to the building permit and the Commission would not need to see it again.

Commissioner Strehl said Commissioner Riggs had pointed out a heritage tree in the backyard that might need to be removed if the house was pushed back. She said the applicant had gone a long way in making concessions, planting an additional redwood tree to replace one of the redwood trees, and this project had been approved back in 2008. She said she presumed the same issues were before the Commission at that time. She said she did not think what the motion proposed was fair to the applicant. She said she was a great supporter of trees but the property would have 41 trees as proposed, many of which were heritage. Replying to Chair Combs, Commissioner Strehl said she could not support the motion as proposed.

Commissioner Riggs said they were really talking about heritage tree #21 as it appeared to be within the footprint of the garage. He said he had done an addition next to a very mature redwood tree where he added to the existing building and built a wall 18-inches from the tree. He said the foundations were to be bridging foundations if necessary. He said if the goal was to preserve that tree he would let the arborist's guidelines indicate how far back to move back the house. He suggested modifying the motion that rather than define 10 feet as the distance to move the house back to state move the house clear of the trunk with no major roots cut or interrupted by the foundation per arborist guidance.

Commissioner Kahle said he would remove the 10 foot distance and leave it to the Arborist. He said he was confident this could be handled at the staff level. Commissioner Onken seconded the motion. Chair Combs said the motion was to approve the use permit as recommended in the staff report with a condition that the structure be moved back to a distance determined by the City Arborist as a goal to preserving the redwood trees in the front of the lot and confirmation that the trees on the left side of the property were evergreen. Commissioner Strehl asked if an upper limit was being placed on the distance the house would need to be moved. Chair Combs said it was not. Chair Combs said if this motion was approved the applicant would have an approved project and the applicant would make some determination about what the arborist recommended and whether that was something he wanted to move forward with or not. He asked if the applicant did not want to move forward if he had the ability to appeal the Commission's decision to the City Council. Principal Planner Chow said the applicant could return for a reconsideration of the Planning Commission's decision, if the Commission wanted to build that into the motion. She said the applicant might not necessarily want to appeal as they might not have the information within the next 15 days needed for their appeal.

Commissioner Strehl asked if they could weigh in with the applicant. Recognized by the Chair, Mr. Terpening said he was not happy with having the project put in the hands of the City Arborist to make this design decision, and he did not want to bring the project to the Planning Commission again. He said the last time they brought this project to the Commission they had waited for almost four months to get there. He said to date an extensive amount of money had been spent with no building plans in sight, which he was stating for the record. He said he did not want an arbitrary decision made by the City Arborist about where the house should be placed. He mentioned his

years of experience and building homes within 18 inches of trees in Atherton, Woodside, and Portola Valley. He said they had a project arborist and he would want him to be involved in this decision making process. He said he wanted a decision on the distance for the house to be moved now. He said if the City Arborist said 40 feet the project would have to go back through the Commission review process, which he did not think was appropriate.

Principal Planner Chow said to clarify that staff would ask the applicant to have their arborist prepare an updated arborist report and the City Arborist would evaluate the recommendations in that document, and either agree with the recommendations made or work with the consulting arborist.

Commissioner Onken asked if the motion could be changed to move the house back eight feet, preserve tree #29, and grant the use permit. Principal Planner Chow said to confirm that the two heritage trees the Commissioner wanted to preserve were trees #20 and #21. She said tree #29 was non-heritage and asked if it was to be preserved. Commissioner Onken clarified that the house would be moved back eight feet, tree #21 would be preserved, and the trees on the left side would be confirmed as evergreen. Commissioner Riggs suggested that rather than guessing from the site plan what the distance was to recommend that the building be three feet clear of tree #21 at breast height. He said the conditions already included that an arborist approval was needed for any foundation within the dripline. Commissioner Kahle asked about the two-foot roof overhang. Commissioner Riggs asked if he thought it should be two or three feet clear of the roof overhang. Commissioner Kahle said that was why he pulled the distance from his motion as he was not an arborist and did not know what should be recommended. He said he did not think something egregious like 40 feet would be recommended. He said he understood the applicant's frustration and was also looking at the neighbor's frustration with the screening trees. Chair Combs confirmed with Commissioner Onken he could still support the motion as the maker of the second. He said although the motion would restrict the applicant it was the best alternative for the applicant getting an approved project this evening.

Recognized by the Chair, Mr. Morali expressed his concern with the proceedings as he had many professionals expend a great deal of effort to design the best house for all. He said he was sorry that tree #21 had to be removed under the current design. He said they would have more trees on their property after the house was built than there were presently. He said if a solution to address the Commission's concerns was to commit to more trees they would. He said he did not know if shifting the structure would impact their well, which was something they wanted to keep functional. He said he felt that the Commission was trying to redesign the house and that caused him great concern. He said to change the design now to preserve one tree without knowing what the implications were on the whole property made no sense.

Commissioner Onken said it was not just the tree. He said when he saw a house on this size of a lot come tight to the front 20-foot setback that was arbitrary in location and needed to fit into the context of the lot. He said he also thought the front driveway was compromised by having the house at the 20-foot setback. He said he would support having the house moved back.

Commissioner Kahle said he agreed with Commissioner Onken's comments. He said regarding the well that the current design had a fireplace next to it so moving the house back would help to protect the well. He said the design of the house was great and they were not redesigning it. He said the project was approved 10 years ago and the trees had grown since then. He said if he had designed the house he would have tried to keep as many of the screening trees as possible. He

said he did not think it an imposition to keep this tree.

Principal Planner Chow said the applicant was proposing to remove heritage trees #20 and #21. She asked if the motion was to preserve just tree #21 or #20 as well. Chair Combs said the intent was that the City Arborist makes a determination regarding how far the structure needed to go back on the lot to preserve heritage trees #20 and #21.

Commissioner Riggs said if the landscape architect had been faithful to tree size measurements that the two redwood trees were significantly smaller than the Deodar cedar located in front of them. He said he suspected the two redwoods based on how fast the species grows were probably not heritage size in 2008. He asked staff for the diameter of the cedar and of the redwoods #20 and #21. Principal Planner Chow said the diameter of tree #20 was 15 inches, #21 was 16 inches, and the cedar was 23 inches. Commissioner Riggs said the redwoods were not particularly big and it was possible that the applicant could replant and get close to existing size for new redwood plantings.

ACTION: Motion and second (Kahle/Onken) to approve the use permit with modifications; failed 3-3-1 with Commissioners Combs, Kahle, and Onken supporting and Commissioners Barnes, Riggs, and Strehl opposing, and Commissioner Goodhue absent.

Commissioner Strehl moved to continue the item until an arborist report was made on how far the house needed to be moved to protect at least tree #21 as tree #20 was only 15 inches in diameter. Commissioner Barnes seconded the motion.

ACTION: Motion and second (Strehl/Barnes) to continue the item for a report from the City Arborist on how far the house needed to be moved to protect tree #21; passed 6-0-1 with Commissioner Goodhue absent.

Chair Combs noted a number of speaker slips for the next item F4. He said that he would open for public comment after the applicant's presentation and before the Commission's questions and discussion with the applicant. He indicated he could again open for public comment period at its usual place after the Commission's questions and discussion with the applicant.

F4. Specific Plan and Zoning Ordinance Amendments/Architectural Control/Use Permit/Environmental Review/Peninsula Arts Guild/949 El Camino Real:
Specific Plan and Zoning Ordinance Amendments to allow a live performance facility with community benefits, located in a feature building north of Live Oak Avenue in the ECR SW (El Camino Real South-West) sub-district of the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district at a total bonus level FAR (floor area ratio) of 2.50, with a maximum above grade FAR of 1.50, and other associated amendments. The project includes a request for architectural control to construct a basement and a second story at an existing single-story commercial building and a use permit to allow small scale commercial recreation and a bar, at 949 El Camino Real. The proposed development would be at the Public Benefit Bonus level; the public benefit bonus would consist of allowing community events at the project site. In addition, the applicant is requesting approval of a Below Market Rate (BMR) Housing In Lieu Fee Agreement for this project. (Staff Report #18-040-PC)

Staff Comment: Senior Planner Corinna Sandmeier said this was the Guild Theater Project. She said on January 29, 2018 the project was identified as a top City Council work plan priority and on

February 13, 2018 the Council held a special study session on the project. She said on March 23, 2018, the Peninsula Arts Guild submitted the formal application and on April 11, 2018, the project went to the Housing Commission. She said the Housing Commission recommended approval of the applicant's proposal to pay the Below Market Rate Housing (BMR) in-lieu fee. She said the project was a Specific Plan and Zoning Ordinance Amendment, architectural control to construct a basement and second story at the existing Guild Theater, a use permit to allow small scale commercial recreation and a bar, a public benefit of allowing community events at the project site, and a BMR Housing in-lieu Agreement. She said condition 5.a.ii had a typo so the correct Specific Plan preparation fee for the project was $7,519.02 and for condition 5.a.iv.the applicant would like to include Monday through Thursday live entertainment events. She said the latter condition would be modified to read: *No more than three live entertainment or movie events shall be held between Friday and Sunday during the hours of 7:00 p.m.to 11:00 p.m. with adequate time for setup and close by staff before and after those hours. Occasional live entertainment or movie events may be held on weeknights during those same evening hours. Any movie or community event held outside of those hours shall not exceed the current theater capacity of 266 persons.* She said the condition in the staff report said 277 persons but the correct current capacity was 266 persons. She said if the Commission would like staff to move forward with this proposed condition they would review the applicant's updated parking information prior to the City Council hearing. She said for condition 5.a.v there was an update: *Prior to building permit issuance, the applicant shall submit a fee schedule that sets the maximum reduced rate for community groups, subject to review and approval of the Planning Division and City Attorney.*

Senior Planner Sandmeier said correspondence was received after publication of the staff report and most of it was very supportive. She said one email expressed concerns with a preference to keep the theater as it was. She said two other emails had concerns about circulation

Ms. Sandmeier said the next steps would be a City Council hearing scheduled for May 22, 2018 and a second City Council hearing for the second reading of the ordinance scheduled for June 5, 2018.

Questions of Staff: Commissioner Onken asked about the revised condition language of no more than three performances between Friday and Sunday as that could be read as 12:01 Saturday morning to 11:59 Saturday night. Senior Planner Sandmeier said perhaps a better way to state if would be Friday to Sunday. She said as noted the applicant would like to expand that and staff was seeking Planning Commission input on that.

Applicant Presentation: Drew Dunlevie, Menlo Park, said the project needed to move forward quickly or it might derail and go somewhere else. He said they were the Peninsula Arts Guild, a nonprofit and their Board members were Pete Briger, Thomas Layton and him. He said they formed simply to find a place to build, reconstruct, refurbish, or to put together to bring great performances to the Peninsula. He said the Guild was local and it needed help. He said single-screen art house theaters were in trouble. He said they wanted to continue showing movies at the Guild but enhance it so it allowed many more people in Menlo Park to experience great, enriching, and entertaining things.

Chris Wasney, CAW Architects, Palo Alto, said his firm had deep expertise in existing buildings and performance spaces. He said essentially they would be building a ship in a bottle as the site was very constrained, and they had a lot to fit within it. He said the parking behind the building belonged to a different property. He said the lot had about a zero lot line on the northern edge and a six-foot alleyway, noting the latter was an important amenity as all the ingress and egress would

go through there. He said demolition would be substantial. He said originally they thought all exterior four walls would be kept but their survey illustrated that the front façade and the northern façade were several inches over the property lines. He said they would build a basement and increase the height by 10 feet.

Chair Combs opened the public hearing.

Public Comment:

- Ray Mueller, Vice Mayor of Menlo Park, said he was speaking as a resident. He said he knew about this project before it came forward. He said Council had known for years that the Guild was threatened. He said projects for the Guild had come forward and he had also worked with Judy Adams' group, *Save the Guild*. He said none of those projects brought applications to the City. He said that Mr. Dunlevie had talked to him about building an entertainment venue somewhere on the peninsula, and he had suggested Menlo Park to him. He said Mr. Dunlevie met with the property owner and came forward quickly with a project. He said the City had not put entertainment into the Specific Plan, thus the need for an amendment. He said one of the topics the Commission would consider was public benefit. He said it was a benefit and quality of life for residents to be able to go dancing with their friends and listen to live music. He said another issue for discussion was parking. He said the City had many lots downtown that were not used. He said if the parking directed toward this use was downtown, people visiting that venue would be parking downtown near restaurants. He said if there was enough demand they might charge for parking at night.

- Judy Adams, Menlo Park, said she fully supported the project. She said she looked at the proposal from the public benefit category and from the interest she had been representing in film. She said she was impressed with the proposal's efforts to accommodate balancing arts programming in addition to live entertainment, including film arts. She said from that viewpoint the groundwork had been conscientious and creative. She said the building design included a reconfigurable floor space with basement storage for theater quality seats, preserving the cinema capability as another public benefit. She said the proposed façade and Guild sign or reproduction of it respected the long history of film at the Guild. She said the consulting group's research on parking and circulation also addressed scheduling issues to mitigate impacts of a multi-use venue. She said the transformation of the Guild would allow it to become a base for Indie films and film festivals.

- Karli Cleary, Menlo Park, said she was a strong supporter of the Guild. She said as a pediatrician and mother she knew that theater and cultural activities were important for youth, and it would be great to have those opportunities closer to home. She said this project was not only concerts, movies and culture but would support education as a place for children and parents to convene. She said she strongly supported the project as a resident and professional in the community.

- Jean Forstner, Executive Director, Kepler's Literary Foundation, said they were the nonprofit partner of Kepler's Books, located in Menlo Park for 65 years. She said they produced about 200 literary events annually at Kepler's and in local schools. She said they did their large events in a variety of theaters up and down the peninsula. She said they sought to provide programming to meet everyone's needs in their community. She said they were excited about

the opportunity to have the Guild also producing high quality and great cultural programming in the community. She said having such a venue was a great public benefit.

- Skip Hilton, Menlo Park, said he was a live music fan. He said one of the goals of the Specific Plan was to open up development to all kinds of opportunity and make Menlo Park a more vibrant town. He said projects along El Camino Real would bring more residents and employees and it was important to have things in town for them to do and spend money. He said although the Guild's location was somewhat constrained it was a benefit toward a more walkable City. He said this project would provide public benefit in providing cultural activities and a venue for other programming locally. He said having music events on weeknights would bring well known artists usually booked for weekends to put on a wonderful intimate show in Menlo Park.

- Eugene Perez said he owned a business in Menlo Park and lived in Belmont. He said his business was two stores down from the Guild. He said construction on Live Oak had disrupted his business several times already. He said this would be a big project, and asked where they would house the construction equipment, noting how tight space was there. He said they already had other businesses using their parking and sometimes their clients could not park because of movies at the Guild. He said the project would be great for the community but there was limited parking in the area.

- Jeffrey Son, San Jose, said the Menlo Park Japanese restaurant he owned was right next to Menlo Flooring, and he was worried with people's access to their businesses especially with the roads being so tight. He said his was a new business competing with four to five other Japanese restaurants within a 5 to 10 minute drive from his. He said he was concerned that he would lose potential customers and business due to construction interruptions and inconvenience of access to the restaurant and parking lot.

- Mert Mehmet, Fremont, said he also owned Menlo Flooring. He said his concerns were with the logistics when construction started as there was not much space to work in and there would be a lot of construction. He said construction ongoing next to them currently had already impacted their business with construction blocking access to their parking lot.

- Mark Bryman, Menlo Park, said he was a vibrant downtown advocate. He said Menlo Park deserved a state of the art, arts and community events venue. He said the architect indicated a lot was being squeezed into a small space. He said he did not know if all that was needed. He said he thought they could have a bigger, better, and a higher use venue that would serve the community in more ways but would ask less in terms of exclusions of certain requirements and things. He said he did not think all the possibilities had been explored and he did not think they were talking about a two to five year delay to determine the best way to get a state of the arts facility in Menlo Park that represented all of Silicon Valley.

- Alex Delly, Menlo Park, said he was in favor of the Arts Guild project but as it was currently proposed it was probably not as beneficial as it could be as numerous concessions had to be made to move it forward. He said he and his wife owned the two properties on either side of the Guild Theater and to date no one had approached them to discuss the proposed project. He said there should be dialogue with the adjacent property owners and noted he was open to having a discussion that could lead to a very improved project and make it much more worthwhile.

- Naya Chatterjee, Menlo Park, said that a small music venue would be an opportunity for the community to come together collectively to enjoy music of all genres. She said music had the power to bring about social closeness and a more vital and stronger community. She said the project would be a strong asset to the community.

- Daniel Abrams, Menlo Park, said he wanted to express his enthusiasm for the new Guild. He said he was a music fan and the venue would encourage the community to come together in new ways around music. He said he thought as a prior acoustical engineer that technology for sound isolation had advanced so that would not be an issue.

- Fran Dehn, Chamber of Commerce, said the Chamber asked the Council at its goal setting meeting to prioritize this unique advancement opportunity by the Peninsula Arts Guild. She said the ramifications of it went beyond the realms of entertainment and community gatherings as the project would also provide benefits to complementary businesses within Menlo Park. She said obvious synergy was with food and beverage businesses but when completed the project would extend benefits to and complement other established businesses and approved and planned mixed-use projects such as Middle Plaza, Station 1300, and the Merrill Street Santa Cruz Avenue project. She said a priority of the El Camino Real / Downtown Specific Plan had an established vision goal to revitalize, enhance and provide opportunities for a vibrant downtown. She said Peninsula Arts Guild would develop, fund and deliver this project that would have a positive ripple effect to all the local businesses.

- Catherine Carlton, City Council member, said she ran for City Council because she was so passionate about making efforts to enliven the downtown. She said she was speaking to the Commission tonight not as a Council member but a mother with two children. She said she was a live music and movie fan, especially art house movies. She said she was coming to speak to the Commission as she was very concerned with the time aspect of the project for if they did not move quickly the project would dissolve. She said there were traffic and parking issues but they would work through them. She assured the business owners near the project site that their businesses would be stronger in the end.

- David Tuzman, Menlo Park, said his home was across the street from the project site. He said being a nonprofit it would keep prices low and make it accessible to diverse audiences. He said as a musician he saw it not only as an opportunity to consume entertainment but an opportunity for local performers and organizers, particularly youth-led and organized performances and would offer enrichment other than the typical academic excellence and structure path. He suggested partnering with existing booking agencies to understand the mechanics and get wedged into connections for acts that would draw a crowd.

Chair Combs closed the public hearing.

Commission Questions of the Applicant:

Commissioner Onken asked about the existing theater capacity. Senior Planner Sandmeier said existing capacity was 266 persons. Mr. Wasney said the capacity was dependent upon the use and for cinema would be considerably less than the upper capacity for standing room general admission show, which if really packed would be just below 500 persons, measuring five square feet per person. Replying to Commissioner Onken, Mr. Wasney said expected capacity for movies

was about 135 persons. Commissioner Onken noted concerns about construction impacts, that the lot in back was not owned by the Guild's property owner and the business was located on a state highway, and asked how they would construct the project. Mr. Wasney said they had submitted a construction logistics plan required for their application. He said they had not yet selected a contractor but one of the firms on the short list was Vance Brown Builders that was currently working in Menlo Park. He said they wished they owned the parking lot behind but did not and could see no opportunity to service the construction or theater from there. He said the project would need to be built from El Camino Real. He said they would keep the sidewalk open and would involve two fulltime flaggers to control both vehicular and pedestrian traffic. He said it would be a great challenge for a very experienced general contractor. He said they would only use companies used to working on large projects on constrained sites. He said he was very sensitive to the business owners who spoke. He said the construction would be inconvenient but it would end, and he thought their businesses would benefit from the vitality.

Commissioner Barnes asked about parking ratios for a venue with a spread of occupancy from 135 to almost 500 people. Senior Planner Sandmeier said the consultant who worked on the parking study was present.

Andrew Kluter ~~uiter~~, CHS Consulting Group, said they were the applicant's parking consultant. He confirmed that Commissioner Barnes wanted to know parking ratios for theaters. Commissioner Barnes asked if prescriptive parking ratios were used per 1,000 square feet or if it was based on the intensity of use. Mr. Kluter~~uiter~~ said in doing a parking generation study for these types of projects they went by the expected number of patrons and that there was no onsite parking provided. He said looking at it from an off street parking perspective it was usually governed by the number of seats.

Commissioner Barnes asked under the Specific Plan amendment whether parking ratios for this proposed use had been contemplated, and what the methodology was. Senior Planner Sandmeier said this was a use not described in the Specific Plan parking chart. She said the Transportation Manager in that case determined the required parking. She said in this case the Transportation Manager reviewed the consultant's study and approved it. Principal Planner Chow said for reference that page K4 of the staff report said the worst case parking demand expected would be 271 vehicles for a 550-patron event. Replying to Commissioner Barnes, City Attorney Bill McClure said the parking was usually based on seats as for example restaurants. He said it included the parking ratio, if parking was required onsite, or if allowed off site, what the availability of the offsite parking was and if it was adequate. Commissioner Barnes said parking for restaurants under the Specific Plan was based on 1,000 square feet of gross floor area. Counsel McClure said in designing a restaurant they started with per seat and then converted it to square footage so it was consistent. Commissioner Barnes said his interest was to be given applicable parking ratios for this proposed use.

Commissioner Kahle said he was excited about live music, plays and book readings but he was a big movie fan. He said he had gone to the Guild for over 30 years. He said it seemed that movies would not be regularly scheduled as they were currently. Mr. Dunlevie ~~avy~~ said it would not be analogous to a Landmark Theater that showed a single movie for weeks but there could be movies regularly scheduled noting there was flexibility. He said he met with Noah Callan, who ran the San Francisco Film Festival and SF Film, to learn about how exhibition distribution happened and how those costs worked. He noted major changes in distribution and availability to purchase movies at home upon release. He said rather than have one movie for weeks they might show the 10 Oscar

finalist movies. Commissioner Kahle asked if movies were one of the three events per week. Mr. DunlevieDunleavy said that they would hold two discounted events per month and everything else would be made as cheap as possible. He said movie night might be one of the three events per week. He said they would like to have the bulk of their events on weekends when people were generally freer. He said what the flexibility of the weekday events alluded to was the possibility of drawing a big act showing locally on the weekends and coming to this venue on the way to their next big show elsewhere. He said an artificial cap on their performance numbers unless there was a reason to do that did not make sense otherwise. He said they were proving there was no traffic problem as the events would always be in the evening and demonstrated parking was plentiful then. He said if Ms. Adams wanted to put on a film festival on a Tuesday they would want to work with the community to make it available. He said the way they were constructing the theater was to have great flexibility on what events were held or movies shown. Commissioner Kahle said personally he did not see the need for a cap. He said there was no projection booth shown. Mr. Wasney said it was mounted in the ceiling. Commissioner Kahle asked if the technology was equivalent to the quality film shown in movie theaters. Mr. Dunlevie avy said it was high quality. Commissioner Kahle asked if the screen size was comparable to the Guild's current screen size. Mr. Wasney said it was smaller as the stage was smaller. He said the proportion of the house would change. He said the screen and stage were smaller but the distance from the front of the stage to the back of the theater was considerably shorter than currently. He said the Shalett Collaborative System designers out of Berkeley would handle everything from the audiovisual and theater projection system.

Commissioner Kahle asked if the intent in taking the marquee down was to preserve it as much as possible or if it would be partially saved and rebuilt. Mr. Wasney said their intent and hope was to take it down and have the best neon expert in Oakland do its restoration. Commissioner Kahle asked if they had considered other materials than stucco for the front façade or something to break up the stucco. Mr. Wasney said they could study that once they got into design development. He said it was a concrete bunker and hadn't a lot of depth to add skins and rain screens and such. He said the basic massing, fenestration and proportions of the building were well thought out. Commissioner Kahle suggested they look at the one squarish window for the box office where currently there were two and consider wrapping it into the opening to help open it up some. Commissioner Kahle noted interior features like the gold wings and asked if thought had been given to using some of those features in the new design. Mr. Wasney said they had not gotten to the interior design noting it had an eclectic collection of things salvaged from all over that did not have historic value in the sense of a listed resource. He said however they were character defining features and they were open to looking at those for keeping. Commissioner Kahle asked about the expected time for construction to opening the venue, and construction staging. Mr. Wasney said the project completion would take 16 months and they did not have an offsite location for staging construction equipment yet.

Commissioner Riggs asked about the EIR process and potential for traffic study. City Attorney McClure said there was an Addendum to the Program EIR that was part of the package. He said a checklist was done with the conclusion that there was no potential significant impact that was not evaluated as part of the Program EIR and the mitigation measures in the Program EIR were sufficient to address the impacts of the project. He said the site was an existing 266 person capacity venue with an increase of 250 or so for the largest events and was off peak in terms of traffic. He said the City did not have a traffic peak from 7:00 to 10:00 p.m. any night let alone on a weekend night. He said essentially by definition there would not be a significant impact. He said normally the project would be exempt from environmental review as it was less than 10,000 square

feet of net new area. He said as it was not part of the Program EIR it was simpler to do an addendum than to make a finding of exemption due to the size of the project.

Commissioner Riggs said in addition to the event population it was posited the venue would have a staff of 23 persons. He asked how the 23 employees would be parked. City Attorney McClure said they believed the employee parking was accounted for in the parking study. Commissioner Riggs said in his experience staff and performers arrived at a venue one to two hours prior to the show and 5:00 p.m. was not an ideal time to find parking. He asked if that had been considered. City Attorney McClure said he did not know if that had been considered in terms of when the employees would report to work.

Commissioner Riggs asked what the nexus was for a BMR Housing requirement for an entertainment facility. City Attorney McClure said the City's BMR ordinance required that all net new square footage comply with it. Commissioner Riggs asked if the requirement could be waived by City Council or if the ordinance would have to be modified to allow that waiver. City Attorney McClure said he had not thought about that. He said the project would have employees and some of those might be lower income earners that could benefit from BMR housing. He said if the applicant requested an exemption and the Council wanted to do it that was something that could be reviewed.

Commissioner Riggs asked about the type of chairs for movie events. Mr. Dunlevie said those were not folding, card table chairs but cinema style chairs, which would be brought up with risers from the basement and set up.

Commissioner Riggs said the proposed design was handsome and simple but was not quite theater and fitting with the marquee. He said it appeared there was an opportunity to use something besides the natural matte appearance of stucco, such as terra cotta or metal panels applied in an interesting way as opposed to rectilinear. He said the project would not save the Guild but the City would get an art and entertainment venue the residents had wanted for a long time. He said with that clarity he supported moving forward with the project. He said a lot was being asked for to support the project. He said parking might be the most visible of that but also the City's code was to be modified in terms of construction from El Camino Real and that would be felt.

Commissioner Strehl said that it might be worthy of the City Council to take consideration of whether the BMR requirement was necessary. She asked if live events would be standing room only or if there would be any seats available. Mr. Dunlevie said there would be seats and that it depended on the show. He said if they were doing a jazz quintet show they might use cabaret seating that they could bring in. He said rock and roll shows would be standing room only. Commissioner Strehl asked how guests would be directed to park in parking lots not parked to capacity. She said parking lot 8 that physically was closest to the Guild was parked at capacity even after 7:00 p.m. Mr. Dunlevie said that they would communicate that through ticket exchange and website. He said they would be very clear about where one should park and where one should not park. He said they would work with employees on commute and parking solutions. Commissioner Strehl said neighboring business owners indicated they had not been communicated with about the project. She asked how they would communicate with them more thoroughly about the plans and how the impacts on their businesses would be mitigated. Mr. Dunlevie said one of the first people he met with was Ben Tashon, the owner of the end lot and the rear parking lot, and asked what he wanted them to do in terms of meeting with their tenants. He said Mark Bryman had contacted him a number of times at the behest of Mr. Delly. He said he had

conveyed they had a plan and were happy to talk with them about it, but they had not yet heard back from them.

Commissioner Strehl said she understood the necessity to move quickly and for all projects, and especially as witnessed tonight with residential development that it was incumbent upon the Commissioners to do it right but also facilitate projects move forward.

Chair Combs said as part of the public benefit they were offering a reduced rate for community events and staff was countering that it would be better if those events serving as public benefit should have a maximum daily rate. He asked the applicant to address why they thought their proposal was better than staff's proposal, and if there was middle ground between the two options. Mr. Dunlevie said they did not know exactly yet how much things were going to cost to run at the venue. He said he did not think the time based concept would not always map to the complexity of it. He said for example that they might do a movie event for two hours but the night before there was a standing room only event, so labor would be needed for the movie event setup. He said in addition to the two events discounted very month they would keep costs low as possible.

Replying to Commissioner Barnes, Mr. Dunlevie said Peninsula Arts Guild was a California corporation applying for 501.3c status. He said costs would need to be covered and any profit would go back into the business. Commissioner Barnes asked what entity would hold title to the property. Mr. Dunlevie said he believed that Peninsula Arts Guild would. Commissioner Barnes asked if they would have deed restrictions in return for the concessions made to keep the entitled facility from being sold. Mr. Dunlevie said he was out of his depth with that question. He said their motives were pretty pure. He asked whether he could follow up later on that after talking with attorneys.

Commissioner Barnes asked other than community events how many events and what type would they expect to host. Mr. Dunlevie said they thought a typical week would probably be one to three shows, noting they targeted weekends because those were more fun. He said what they were worried about that was changed today was the freedom to do events during the week. He said they needed the ability to be spry and if they could get a big name on a week night that was performing in the area on the weekend through their music connections that was best. Replying to Commissioner Barnes, Mr. Dunlevie said they were only contemplating doing events in the evening timeframe to not exacerbate parking or have traffic problems. Commissioner Barnes asked if they were willing to have that called out in the use permit that their venue would operate in the evening. Mr. Dunlevie agreed. Commissioner Barnes asked about community events in the day time and whether they would expect to staff those. He asked how parking would work for 250 people coming in at noontime on Tuesday. Mr. Dunlevie said he did not know and that it was up to the City to tell them what it wanted to do. Commissioner Barnes said it was important for the community to know what to expect so there were no surprises later on. He asked how they would differentiate between adult serving space and child appropriate space. Mr. Dunlevie said he did not see the problem but there were solutions. Mr. Wasney said the theater business was wonderful at transforming environments using things like pipe and drape. He said for a user group whether a community or school group that did not want to see the back bar and alcohol bottles that there could probably be an easily deployable system of pipe and drape to conceal. Commissioner Barnes asked about hygiene. Mr. Dunlevie said the venue would be cleaned well after events. Commissioner Barnes asked about feedback from the Menlo Park Fire District. Mr. Wasney said the building would be much better than currently as now it had one exit out the front door, one of the two other exits would put a person in the backyard of Clockworks with no exit which was illegal, and the other

went to the alleyway festooned with trash cans its length. He said the building had no current seismic integrity nor was it sprinklered. He said the building would be brought to current building code for seismic safety. He said for fire safety it would have a full sprinkler and alarm system. He said the gurney size elevators for means of egress worked fine. He said there were no fire access issues from the point of view of hose length as any fire could be fought from El Camino Real. He said they had a pending application with the Fire District and had not yet received comments. He said from his knowledge of the building code they had met all the fire safety requirements.

Commissioner Barnes noted that it did not take long for cars to get backed up on El Camino Real and asked if they would have car share, Lyft and Uber queue in front of the building. Mr. Dunlevie said if it became a problem they would address it with the companies. Commissioner Barnes asked about the five minute loading zone in front of the theater. Mr. Dunlevie said he thought the theater needed that. Commissioner Barnes asked about the caterer deliveries and the performers' vehicles arriving. Mr. Wasney said for a typical day at the Greek Theater or Fillmore Auditorium, the first persons to arrive would be those stocking food and beverage from about 10 a.m. to 1 p.m. He said the venue would have a house lighting and house sound system so the band would not need to bring heavy speakers, and would carry just their own state setup. He said artists typically arrived about 1 p.m. and there would be a designated load in time for them. He said most of the time acts that would play at this venue would be in a medium to large bus, and a small trailer. He said they could unload their instruments from the front or side stage door. He said the artists lived on the buses and this venue would have really nice amenities for them. He said the bus would then move offsite away from the Guild to park. He said by show time there was no more in and out of musical acts or concession support so the loading zone could be used potentially as a drop off area.

Replying to Commissioner Barnes, Mr. Dunlevie said that private events were likely where they would make their money so he would not want those prohibited. He said however they would do plenty of public events.

Short discussion ensued on commission meeting policy as to meeting length and commissioner availability. One commissioner indicated a need to leave by 11 p.m.

Commissioner Barnes said he was concerned it would become a private venue for corporate parties. Mr. Dunlevie said they wanted to bring bands for the public and do things for the community. He said they needed the freedom to do private events but they in no way saw that as what they would do all the time. Commissioner Barnes said what he noticed in the outreach and support response was nothing from residents past Middlefield Road or Belle Haven. He said an important component of the facility was access to get there. He said the modeling looked at quarter mile walking distance and most likely that would be people from El Camino Real or west Menlo Park. He said from the turnout it felt like this would be a venue for west Menlo Park. Mr. Dunlevie said that was unintentional and that once bands were booked those would spark interest anywhere in the City. Commissioner Barnes said he would want use of the venue for community event to be equitable across the City.

Commission Comments: Commissioner Onken said in the context of the Specific Plan that parking had saved this project. He said previous redevelopment proposals for this block of Menlo Park did not work because they could not be parked. He said in terms of how this project would be parked he would go along with the idea that it was going to work with existing parking in the City. He noted community events that would be held more appropriately at the library, Kepler's, or Menlo-Atherton Performing Center. He said this venue was somewhat self-selecting and would fill a void the City

had. He said he knew the architecture was being developed and he was very pleased with the upgrade. He said he supported the project.

Commissioner Kahle said this was a great project for Menlo Park that was sorely needed. He referred to the overwhelming support for the project from the emails received. He said the marquee was key to the project and he was pleased it would be preserved and made to work as much as possible. He said it was not really mentioned but there would be windows on either side of the marquee that would help focus on that. He noted comments earlier about the materials on the El Camino Real façade and for the box office. He suggested they might save the golden wings in the interior. He said the staff report posed a question about having a maximum daily rate and half-day rate versus 50%. He said it sounded like that could be explored and might be better than just a 50% cost. He said regarding the BMR in-lieu fee and the potential for waiving it that the staff report indicated it was about $61,000, which he did not think was exorbitant for a $10 million-plus project. He said if the City Council wanted to consider some reduction that was something he could see. He suggested the City and City Attorney consider what would happen if the property was sold after being entitled. He said regarding the age appropriateness of the venue that it sounded like it could be set up for groups not 21 years or older and partitioned for a drinking area and the bar closed off for younger age groups.

Replying to Commissioner Kahle, Principal Planner Chow said the Commission was requested to make a recommendation to the City Council. She said the project was scheduled for the City Council's review and action on May 22, 2018.

Commissioner Riggs commented it was unusual the Planning Commission would not do the architectural control approval for the project. Principal Planner Chow said there were architectural plans in the packet for the Commission's review. Commissioner Riggs said Commissioners had commented on the architecture and materials as presented, particularly the stucco. He said that it was quite right to raise the idea of a deed restriction. He said he could support the proposed amendments for this project but he thought the 20 some employees should be parked, either with annual parking permits or for the project to buy 20 spaces in the proposed parking structure. He said the latter was his preference. He said the bulk of the employee parking would be before the office buildings were empty or stores had closed and people had stopped shopping. He said it was a great project and he wanted to make sure the City could keep it moving.

Chair Combs said he was supportive of the project but noted the City was making a number of exceptions for it such as the parking for event goers and employees, the construction impact to neighboring businesses and properties, and an amendment for increased floor area ratio (FAR). He said that in return the public benefit might be nothing. He said the theory posed was there were community associations and organizations that would see value in having events there at whatever the rate was determined. He said if that was not true then the public benefit could be nothing or minimal. He said given the extraordinary exceptions being requested that this was an extraordinary project, and in that sense it deserved support. He said it, in and of itself, would provide a great benefit to the community. He said given the hour he would make a motion. He moved to accept the recommendations as outlined in the staff report regarding the Addendum to the Specific Plan Program EIR, the FAR increase, finding architectural control compliance, approve a use permit to allow a small scale recreation bar, and acceptance of the BMR Housing in-lieu Agreement in compliance with the City's BMR Housing Program. Commissioner Strehl said if Chair Combs agreed she would like Commissioner Riggs' recommendation that they include a requirement for a parking program for the employees. Chair Combs said he accepted that addition. Commissioner

Strehl said it might be good to recommend a deed restriction regarding the use. Chair Combs said perhaps the City Attorney could address although he thought that the use would run with the land and if the property sold the use would have to continue as approved. City Attorney McClure said with the City's conditional development permits they recorded a memorandum of the conditional development permit setting forth the conditions of approval. He said the entitlements would not be the same if it was for a for-profit organization and that it should not be able to be sold and used for a for-profit basis. He said they needed to tighten up that condition, and so recommending the direction to do that as part of the motion was appropriate. He said they would work with the applicant to tighten up some of the language on these items.

Commissioner Barnes said he would like to offer recommendations that the programming for community groups be representative of all geographies in the City for equal access to use the venue. Chair Combs said it was okay in theory but he did not know if it might be an unnecessary restriction. Commissioner Barnes said he was interested in the spirit of equal access to the facility. He said the staff report indicated there would be a meeting between staff and applicant about how that would be done. Chair Combs said he could support the idea that the applicant should strive to make sure that community organizations in all areas of the City were represented to be able to avail themselves of the public benefit. Commissioner Barnes asked if Chair Combs would consider requesting more clarity on how often the venue would be utilized for events and how many days would be available for community event use. Chair Combs said he could include that. Commissioner Strehl said she was not sure what was meant. Commissioner Barnes said the applicant had given a range of how many times they would use the facility. He said it would be important for the City to know how many days the venue would be available for community events. Recognized by the Chair, Mr. Dunlevie said they needed to have flexibility as it was the events that would pay the bills. Commissioner Barnes said he thought there would be a long queue of people wanting to hold events there so he thought expectations should be clarified. Commissioner Strehl said she did not see how that could be done as the applicant did not know at this time what their programming would be. After discussion with the Chair, Commissioner Strehl said she could support a recommendation to the Council for the applicant to provide a forecast of range of availability of the venue for community events. Commissioner Riggs said if the agreement was to have the facility for community programming a certain number of days per year that was appreciated. He said he agreed that having the facility was the public benefit. He said he did not think the community program restrictions would be helpful.

Chair Combs said the motion was to recommend that the City Council make the necessary findings and take actions for approval of the Guild Theater Project with additional elements with clarity of linking the project's entitlement benefits to the property as to any future owners, an employee parking program, encouragement that the programming for community events represented a cross section of Menlo Park and organizations from across the City were able to avail themselves of those opportunities, and some clarity on programming and scheduling to forecast what dates might be available for community organizations. Principal Planner Chow said that staff had asked whether to allow the expansion of the live entertainment venue use outside of Friday, Saturday and Sunday and for the public benefit how the calculation would occur - whether it was on a daily rate in a limited set two per month or a standard rate that would apply.

Chair Combs said he understood the City was looking at one way to calculate that benefit. He said he tended to side with the applicant on the 50% discount rather than setting a daily rate for those organizations that would fall under the benefit. Commissioner Onken said if the entire project was defined as community benefit then the applicant every one or two years would report to City

Council on what they had been doing as community benefit. Chair Combs said the staff report said the public benefit for allowing the project bonus development was the two dates a month discounted for community events. He said he saw it as a reduction of the rate as indicated by the applicant of 50%. He said he also saw accepting the expansion of the dates outside of Friday, Saturday and Sunday. Commissioner Barnes said it was somewhat premature to stipulate 50% but suggested a sliding scale.

ACTION: Motion and second (Combs/Strehl) to make the following recommendations to the City Council; passes 6-0-1 with Commissioner Goodhue absent.

Environmental Review

1. Adopt a Resolution of the City Council of the City of Menlo Park adopting the EIR Addendum.

Amendment to the Specific Plan

2. Adopt a Resolution of the City Council of the City of Menlo Park Approving an Amendment to the El Camino Real/Downtown Specific Plan.

Architectural Control and Use Permit

3. Adopt a Resolution of the City Council of the City of Menlo Park Approving Findings and Conditions for the Architectural Control and a Use Permit to allow small-scale recreation and a bar for 949 El Camino Real.

Below Market Rate (BMR) Housing Agreement

4. Adopt a Resolution Approving a Below Market Rate Housing Agreement with the Peninsula Arts Guild for 949 El Camino Real Project.

The Planning Commission also recommended the following:

- Require the applicant to provide an employee parking program as structure by Council;
- That the City Attorney look at language of condition and method of memorializing such that the entitlements for this project were specific to a nonprofit California Corporation and could not be used by a for-profit organization should the property be sold;
- That the applicant strive to ensure that community organizations in all areas of the City were represented to be able to avail themselves of the public benefit to hold community events at the venue;
- For the applicant to provide a forecast of range of availability of the venue for community events;
- That fee for community event use of the venue be on a sliding scale; and
- ~~To allow expansion of venue use beyond Friday, Saturday and Sunday.~~ Modification of Condition 5(a)(iv), subject to verification of the parking data by staff: No more than three live entertainment or movie events shall be held between Friday and Sunday during the hours of 7pm to 11pm, with adequate time for set up and close by staff before and after those hours. *Occasional live entertainment or movie events may be held on weeknights during those same evening hours.* Any movie or community event held outside of those hours shall not exceed current theater capacity of 266 persons."

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: May 7, 2018

Principal Planner Chow said they had a number of single-family residential development projects for the May 7 meeting. She said also for discussion would be potential revision of the recently adopted R-M-U BMR requirements.

- Regular Meeting: May 14, 2018
- Regular Meeting: June 4, 2018

Commissioner Barnes asked staff to add a column on the Downtown Specific Plan calculations when projects came forward to show how close it was to the aggregate.

H. Adjournment

Staff Liaison: Deanna Chow, Principal Planner

Recording Secretary: Brenda Bennett

STAFF REPORT

Planning Commission
Meeting Date: **5/14/2018**
Staff Report Number: **18-047-PC**

Public Hearing: **Use Permit/Manzoor Ghori/1010 Hollyburne Avenue**

Recommendation

Staff recommends that the Planning Commission approve a use permit to partially demolish, construct a new addition, and perform interior modifications to an existing single-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district, at 1010 Hollyburne Avenue. The existing residence is nonconforming with respect to the required right and left side setbacks and the daylight plane. The value of the proposed work exceeds the 75 percent new work value within a 12-month period and therefore requires a Planning Commission approval of a use permit. The recommended actions are included as Attachment A.

Policy Issues

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

Background

Site location

The project site is located at 1010 Hollyburne Avenue, a short street near US 101. Using Hollyburne Avenue in the north-south orientation, the subject property is located on the eastern side of Hollyburne Avenue, situated between Van Buren Road to the north and Bay Road to the south. A location map is included as Attachment B.

On the southern side of US 101, Hollyburne Avenue is a short street, with houses along this area generally being one story in height, apart from a two-story residence at the southwest corner of Hollyburne Avenue and Van Buren Road. The residences mainly reflect a ranch or traditional architectural style, and the neighborhood features predominantly single-family residences in the R-1-U district, apart from Bright Angel Montessori Academy at 695 Bay Road in the C-2-A (Neighborhood Shopping District, Restrictive) district and multifamily residences in the R-3 (Apartment) district closer to the intersection of Bay and Van Buren Roads. The United States Department of Veterans Affairs also has a campus along the southern side of Bay Road, and it is designated as P-F (Public Facilities). The unincorporated residential community of Menlo Oaks is located to the southwest of the subject property.

Analysis

Project description

The subject property is currently occupied by a single-story residence with an attached garage that is nonconforming with respect to the left and right side yard setbacks and the left and right daylight planes. The applicant is proposing to construct additions at the rear-right and in the current recessed front porch, perform interior modifications, and construct a new covered front porch and rear deck. As a result of these changes, the residence would increase from a four-bedroom, two-bathroom house to a four-bedroom, three-bathroom house.

The existing nonconforming walls at the left and right sides of the main residence are proposed to remain with the wall framing retained, but all areas of new construction would comply with current setback requirements and other development standards of the R-1-U zoning district. Portions of the residence also encroach on the daylight plane along the left and right sides, but the proposed project would not result in any changes to the framing members along those parts of the residence. The parking for the main residence would remain legally nonconforming (with one covered parking space in the attached garage and no uncovered parking space), which may be permitted on remodel/expansion projects like the proposed project.

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

Design and materials

The existing residence features a single-story house with painted siding and asphalt shingle roofing, and the style of the residence would be updated to a more transitional, updated version of the traditional ranch home, as the applicant has indicated. All existing windows and doors would be replaced, but no nonconforming walls would be replaced.

The size and scale of the proposed project would maintain compatibility with existing residential development throughout the neighborhood. Square footage would be added to the front and rear of the main residence, with new porch spaces to also be added adjacent to these additions to break up massing. The front entry would feature a new gabled entrance with open wooden beams and columns that would provide a new visual accent for the front of the residence facing Hollyburne Avenue. The addition at the right-rear side would feature stucco, while the rest of the house would retain the existing horizontal siding. However, this material differentiation would not be particularly visible given its location.

Staff believes that the scale, materials, and style of the proposed residence are consistent with the broader neighborhood, given the similar architectural styles and sizes of structures in the area. Staff also believes that the style of the proposed residential additions would be generally attractive, well-proportioned, and compatible with the existing elements of the main residence to remain. By virtue of the residence's one-story nature, privacy impacts would be minimal.

Trees and landscaping

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

There are three heritage trees located near the subject property: a 24-inch diameter podocarpus adjacent to the right property line and behind the neighboring fence (Tree 7); a multi-trunked coast live oak with 26-inch, 28-inch, and 32-inch diameters near the front right property corner (Tree 8); and a 19-inch-diameter coast live oak (Tree 9) near the left side property line. All of these trees are proposed to remain. For Trees 7 and 8, the arborist report has identified a number of protection measures, which include protective fencing, mulch covering for bare soils, keeping materials away from the heritage tree driplines, and having a certified arborist on site for any pruning of heritage trees or excavation within the heritage tree driplines. All recommendations identified in the arborist report shall be implemented and ensured as part of condition 3g.

Three non-heritage trees toward the rear of the property would also be removed. The concrete paving at the left-center of the front yard would be removed and replaced with lawn, improving the aesthetics of the street frontage. Along the right side property line, an existing 68-inch wooden fence is proposed to remain largely in the neighboring properties located at 703 and 709 Bay Road, although there would not be any particular issues if this fence is moved onto the property line in the future.

Valuation

To calculate the replacement and new construction costs on which the use permit threshold is based, the City uses standards established by the Building Division. The City has determined that the replacement cost of the existing structure would be approximately $328,700, meaning that the applicants would be allowed to propose new construction and remodeling at this site totaling less than $246,525 (75 percent of the replacement cost of the existing structure) in any 12-month period without applying for a use permit. The City has determined that the value of the proposed work would be approximately $292,534. Based on this estimate, the proposed project exceeds 75 percent of the replacement cost of the existing structure, therefore requiring use permit approval by the Planning Commission.

Correspondence

The applicant has stated that the property owner has called the adjacent neighbors to discuss the proposed addition and remodel, and also emailed existing and proposed floor plans and elevation drawings. The applicant has indicated that the neighbors have been very receptive to proposed project, and the neighbor located behind their property, at 1011 Sevier Avenue, has provided an email of support for the project. This email is included in Attachment G.

Conclusion

Staff believes that the design, scale, and materials of the proposed residence are compatible with the surrounding neighborhood, and the proposed addition would result in a consistent aesthetic approach. The

traditional ranch architectural style of the proposed residential additions would be generally attractive, well-proportioned, and compatible with the existing elements of the main residence to remain. The front porch and enhanced entryway would provide additional aesthetic value to the front of the residence and its interface with the street overall. No heritage tree impacts are anticipated. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

The project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines.

Public Notice

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

Appeal Period

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

Attachments

A. Recommended Actions
B. Location Map
C. Data Table
D. Project Plans
E. Project Description Letter
F. Arborist Report
G. Correspondence

Disclaimer

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

Exhibits to Be Provided at Meeting
None

Report prepared by:
Matt Pruter, Associate Planner

Report reviewed by:
Thomas Rogers, Principal Planner

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1010 Hollyburne Avenue – Attachment A: Recommended Actions

LOCATION: 1010 Hollyburne Avenue	**PROJECT NUMBER:** PLN2018-00003	**APPLICANT:** Fatima Saqib	**OWNER:** Manzoor Ghori
PROPOSAL: Request for a use permit to partially demolish, construct a new addition, and perform interior modifications to an existing single-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district. The existing residence is nonconforming with respect to the required right and left side setbacks and the daylight plane. The value of the proposed work exceeds the 75 percent new work value within a 12-month period and therefore requires a Planning Commission approval of a use permit.			
DECISION ENTITY: Planning Commission	**DATE:** May 14, 2018	**ACTION:** TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs; Strehl)			

ACTION:

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following ***standard*** conditions:
    a. Development of the project shall be substantially in conformance with the plans prepared by Satellite Studio consisting of 14 plan sheets, dated received April 30, 2018, and approved by the Planning Commission on May 14, 2018, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
    b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
    c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
    d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
    e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
    f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.

LOCATION: 1010 Hollyburne Avenue	**PROJECT NUMBER:** PLN2018-00003	**APPLICANT:** Fatima Saqib	**OWNER:** Manzoor Ghori
PROPOSAL: Request for a use permit to partially demolish, construct a new addition, and perform interior modifications to an existing single-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district. The existing residence is nonconforming with respect to the required right and left side setbacks and the daylight plane. The value of the proposed work exceeds the 75 percent new work value within a 12-month period and therefore requires a Planning Commission approval of a use permit.			
DECISION ENTITY: Planning Commission	**DATE:** May 14, 2018	**ACTION:** TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs; Strehl)			
ACTION: g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by Urban Tree Management, Inc., dated received March 14, 2018.			

City of Menlo Park

Location Map
1010 Hollyburne Avenue

Scale: 1:4,000 | Drawn By: MAP | Checked By: THR | Date: 5/14/2018 | Sheet: 1

1010 Hollyburne Avenue – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	7,131 sf	7,131 sf	7,000 sf min.
Lot width	60.8 ft.	60.8 ft.	65 ft. min.
Lot depth	115.0 ft.	115.0 ft.	100 ft. min.
Setbacks			
Front	21.7 ft.	27.0 ft.	20 ft. min.
Rear	39.4 ft.	39.4 ft.	20 ft. min.
Side (left)	5.7 ft.	5.7 ft.	6.1 ft. min.
Side (right)	3.5 ft.	3.5 ft.	6.1 ft. min.
Building coverage	2,374 sf 33 %	1,983 sf 28 %	2,839 sf max. 39.8 % max.
FAL (Floor Area Limit)	2,310 sf	1,819 sf	2,832 sf max.
Square footage by floor	2,040 sf/1st 270 sf/garage 64 sf/porches	1,549 sf/1st 270 sf/garage 164 sf/porches	
Square footage of buildings	2,374 sf	1,983 sf	
Building height	15.5 ft.	15.5 ft.	28 ft. max.
Parking	1 covered	1 covered	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			

Trees			
Heritage trees* 3	Non-Heritage trees** 3	New Trees 0	
Heritage trees proposed for removal 0	Non-Heritage trees proposed for removal 3	Total Number of Trees 6	

*None of the three heritage trees is located within the subject property. Two are adjacent to the right property line (Trees 7 and 8) and one is near the left property line (Tree 9).

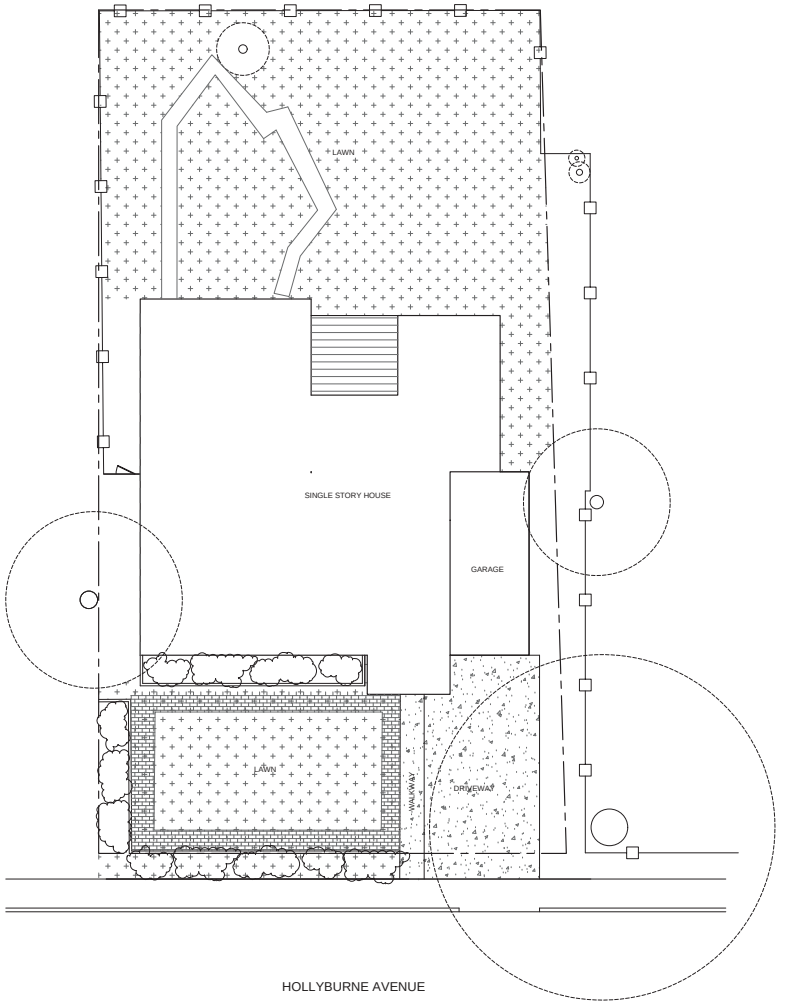
**Of these three non-heritage trees, one is located within the subject property (Tree 1) and the other two are fully located in the properties neighboring on the right side (Trees 5 and 6).

PROPOSED ADDITION + RENOVATION

1010 HOLLYBURNE AVENUE, MENLO PARK, CALIFORNIA 94025

GENERAL NOTES

1. ALL WORK SHALL COMPLY WITH ALL LOCAL BUILDING CODES, LAWS, ORDINANCES, RULES AND REGULATIONS OF THE PUBLIC AUTHORITIES GOVERNING THE WORK.
2. REVIEW DOCUMENTS, VERIFY DIMENSIONS AND FIELD CONDITIONS AND CONFIRM THAT WORK IS BUILDABLE AS SHOWN. THE CONTRACTOR SHALL REPORT ANY CONFLICTS AND/OR OMISSIONS TO THE DESIGNER PRIOR TO PERFORMING ANY WORK IN QUESTION. OTHERWISE, THE CONTRACTOR SHALL BE HELD RESPONSIBLE.
3. THE GENERAL NOTES CONTAINED HEREIN ARE PART OF THE PLANS AND SPECIFICATIONS, AND ARE TO BE COMPLIED WITH IN ALL RESPECTS. MORE RESTRICTIVE NOTES ELSEWHERE ARE TO TAKE PRECEDENCE OVER THOSE LISTED BELOW.
4. DO NOT SCALE DRAWINGS, WRITTEN DIMENSIONS GOVERN. IN CASE OF CONFLICT, THE CONTRACTOR SHALL SUBMIT A WRITTEN REQUEST FOR CLARIFICATION FOR THE DESIGNER
5. CONTRACTOR SHALL PROVIDE ALL SHORING, BRACING, BARRICADES, TEMPORARY FENCES, PARTITIONS AND EXCAVATIONS, ETC, TO ACCOMPLISH ALL THE WORK IN AN APPROVED MANNER.
6. ALL MATERIALS, ASSEMBLIES, FORMS AND METHODS OF CONSTRUCTION AND SERVICE EQUIPMENT SHALL BE ACCEPTABLE ACCORDING TO CURRENT CODES AT THE TIME OF INSTALLATION AND HAVE BEEN ACCEPTED FOR USE UNDER THE PRESCRIBED CODE OF TEST METHODS.
7. ALL REQUIRED AND NECESSARY PERMITS SHALL BE SECURED FROM ALL MUNICIPAL AGENCIES HAVING JURISDICTION AT THE COST AND EXPENSE OF THE CONTRACTOR AND PRIOR TO THE START OF WORK.
8. EACH CONTRACTOR WILL BE HELD RESPONSIBLE FOR HIS/HER WORK. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS AND WILL BE RESPONSIBLE FOR THE JOINING OF WORK OF ALL TRADES.
9. THE CONTRACTOR OR PERSON WHO SUPERVISED OR SUPERINTENDED THE WORK IS REQUIRED TO BE PRESENT AT FINAL INSPECTION WITH BUILDING OFFICIALS.
10. THE CONTRACTOR SHALL, UPON COMPLETION OF THE WORK, SEE THAT THE JOB IS BROOM-SWEPT.



1 SCHEMATIC SITE PLAN - SEE A3.0 FOR DETAILS
SCALE: 1/8"=1'-0"

N

SITE ANALYSIS

ZONE:	R1U
APN	062-063-020
CONSTRUCTION TYPE	V-B
OCCUPANCY TYPE	R3/U
LOT AREA:	7,131 sf
MAX. FLOOR AREA:	2,832 sf
EXISTING HOUSE:	1,549 sf
EXISTING GARAGE:	270 sf
PROPOSED ADDITION:	491 sf
TOTAL PROPOSED FLOOR AREA:	2,310 sf
MAX. LOT COVERAGE :	2839 sf
EXISTING HOUSE:	1,549 sf
EXISTING GARAGE AREA:	270 sf
PROPOSED ADDITION:	491 sf
PROPOSED PORCH:	64 sf
TOTAL PROPOSED LOT COVERAGE:	2,374 sf
LAND COVERED BY STRUCTURE:	32%
LANDSCAPING:	50%
PAVED SURFACES:	18%
PARKING SPACES:	1 COVERED

IRRIGATED LANDSCAPES WHICH EXCEED 500 SF FOR NEW LANDSCAPE OR 1,000 SF FOR REHABILITATED LANDSCAPE MUST MEET THE REQUIREMENTS OF THE WATER EFFICIENT LANDSCAPING ORDINANCE (WELO).

NEW LANDSCAPE:	498 sf
REHABILITATED LANDSCAPE:	0 sf

WELO NOT APPLICABLE

DRAWING SYMBOLS

1 A100 Drawing Title SCALE: 1/4" = 1'-0"	DRAWING TITLE TAG
1 A100	DETAIL DRAWING CALL-OUT
	CENTER LINE
1 3 A100 2 4	INTERIOR ELEVATION TAG
1 A100	SECTION TAG
1 A100	ELEVATION DRAWING CALL-OUT
1	DOOR NUMBER TAG
101	WINDOW NUMBER TAG
3"	FLOOR ELEVATION CHANGE
ELEV +0.0'	ELEVATION CALLOUT

CONTACT INFORMATION

CLIENT/OWNER:	MANZOOR GHORI 650-704-8260 altafg@yahoo.com
DESIGNER:	SATELLITE STUDIO 217-369-6562 fatima@satellitestudio.co
STRUCTURAL:	DESIGN EVEREST 888-311-3015 aakash@designeverest.com
CIVIL:	SMP ENGINEERS 650-941-8055 srazavi@smpengineers.com
TITLE 24 :	BOLT DESIGN STUDIO 408-646-2195 boltstudio@yahoo.com

APPLICABLE CODES

ALL WORK SHALL BE DONE IN CONFOMANCE WITH ALL APPLICABLE FEDERAL, STATE , COUNTRY AND CITY ORDINANCES AND BUILDING CODES, AND REQUIREMENTS ESTABLISHED BY STATE AND LOCAL FIRE MARSHALLS, IN CASE OF CONFLICT. MOST STRINGENT REQUIREMENTS SHALL APPLY.

2016 CALIFORNIA BUILDING CODE
2016 CALIFORNIA RESIDENTIAL CODE
2016 CALIFORNIA PLUMBING CODE
2016 CALIFORNIA MECHANICAL CODE
2016 CALIFORNIA ELECTRICAL CODE
2016 CALIFORNIA ENERGY CODE
2016 CALIFORNIA GREEN BUILDING STANDARDS CODE
2016 CALIFORNIA FIRE CODE

PROJECT SCOPE

Renovation of an existing single story, single-family residence and a 478 SF house addition. Update all plumbing, electrial and mechanical.

DRAWING LIST

A1	SITE INFORMATION
T1	SURVEY
A2	AREA PLAN AND STREETSCAPE
A3	EXISTING/DEMO AND PROPOSED SITE PLANS
A4	EXISTING AND DEMO PLANS
A5	PROPOSED FLOOR PLAN
A6	PROPOSED ROOF PLAN
A7	EXISTING ELEVATIONS
A8	PROPOSED ELEVATIONS
A9	PROPOSED ELEVATIONS
A10	PROPOSED SECTIONS
A11	SQUARE FOOTAGE CALCULATION DIAGRAM
A12	NON-CONFORMING DIAGRAM - EXISTING
A13	NON-CONFORMING DIAGRAM - PROPOSED

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PHONE: 217.369.6562
EMAIL: fatima@studiosaqib.com

GHORI
REMODEL

1010 HOLLYBURNE
MENLO PARK, CA

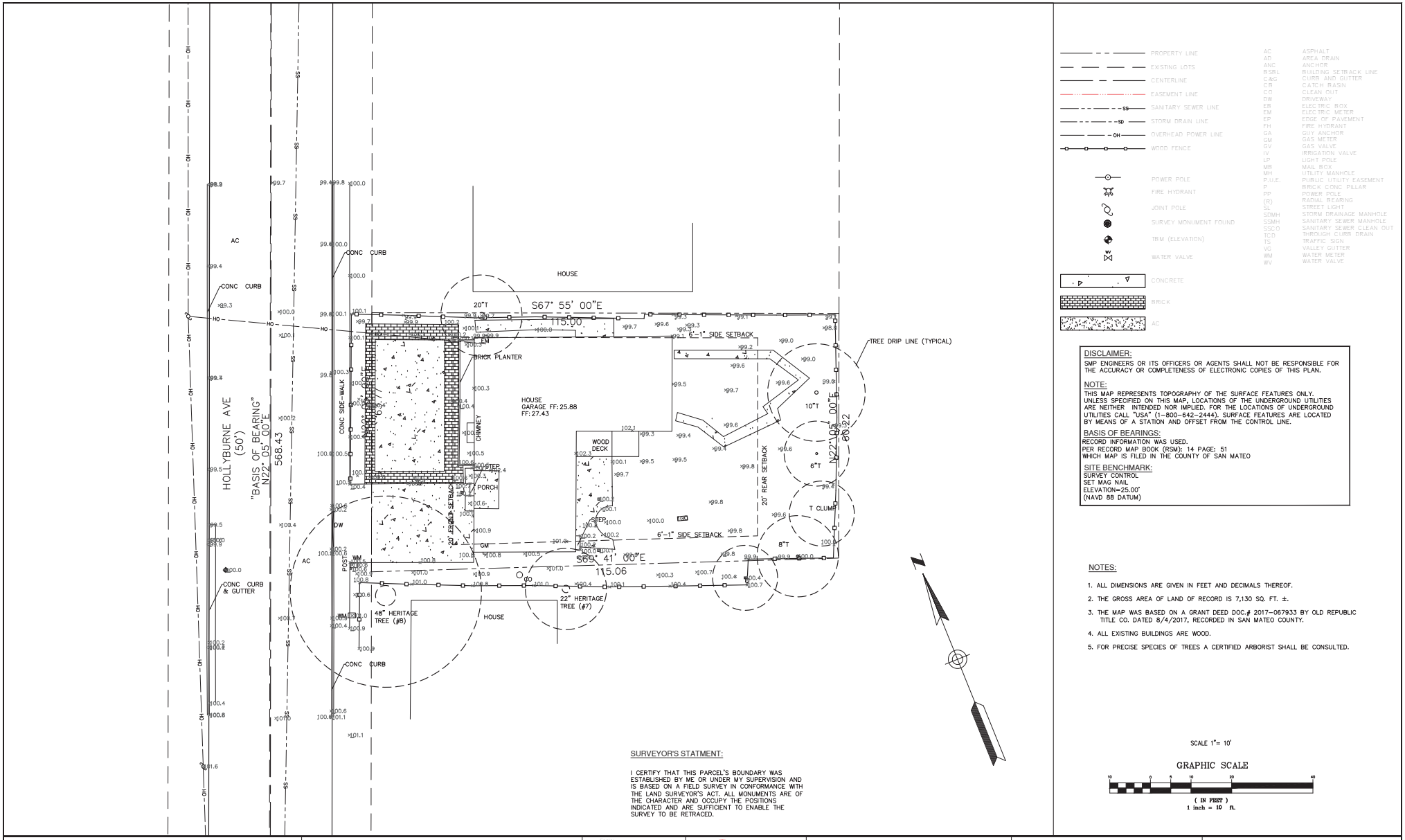
Date	By	Description
01-11-18		USE PERMIT
03-12-18	1	REVISION 1
04-19-18	2	REVISION 2

Drawn By	
Checked By	
Job No.	
Print Date	05/09/2018

TITLE SHEET/
PROJECT INFO

A1

\Volumes\groups\desktop\my drive\ghori - menlo park\1010 hollyburne - use permit drawings rev 2



PROPERTY LINE
EXISTING LOTS
CENTERLINE
EASEMENT LINE
SANITARY SEWER LINE
STORM DRAIN LINE
OVERHEAD POWER LINE
WOOD FENCE
POWER POLE
FIRE HYDRANT
JOINT POLE
SURVEY MONUMENT FOUND
TBM (ELEVATION)
WATER VALVE
CONCRETE
BRICK
AC

AC	ASPHALT
AD	AREA DRAIN
ANC	ANCHOR
BSBL	BUILDING SETBACK LINE
C&G	CURB AND GUTTER
CB	CATCH BASIN
CO	CLEAN OUT
DW	DRIVEWAY
EB	ELECTRIC BOX
EM	ELECTRIC METER
EP	EDGE OF PAVEMENT
FH	FIRE HYDRANT
GA	GUY ANCHOR
GM	GAS METER
GV	GAS VALVE
IV	IRRIGATION VALVE
LP	LIGHT POLE
MB	MAIL BOX
MH	UTILITY MANHOLE
P.U.E.	PUBLIC UTILITY EASEMENT
P	BRICK CONC PILLAR
PP	POWER POLE
(R)	RADIAL BEARING
SL	STREET LIGHT
SDMH	STORM DRAINAGE MANHOLE
SSMH	SANITARY SEWER MANHOLE
SSCO	SANITARY SEWER CLEAN OUT
TCD	THROUGH CURB DRAIN
TS	TRAFFIC SIGN
VG	VALLEY GUTTER
WM	WATER METER
WV	WATER VALVE

DISCLAIMER:
SMP ENGINEERS OR ITS OFFICERS OR AGENTS SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF ELECTRONIC COPIES OF THIS PLAN.

NOTE:
THIS MAP REPRESENTS TOPOGRAPHY OF THE SURFACE FEATURES ONLY. UNLESS SPECIFIED ON THIS MAP, LOCATIONS OF THE UNDERGROUND UTILITIES ARE NEITHER INTENDED NOR IMPLIED. FOR THE LOCATIONS OF UNDERGROUND UTILITIES CALL "USA" (1-800-642-2444). SURFACE FEATURES ARE LOCATED BY MEANS OF A STATION AND OFFSET FROM THE CONTROL LINE.

BASIS OF BEARINGS:
RECORD INFORMATION WAS USED.
PER RECORD MAP BOOK (RSM): 14 PAGE: 51
WHICH MAP IS FILED IN THE COUNTY OF SAN MATEO

SITE BENCHMARK:
SURVEY CONTROL
SET MAG NAIL
ELEVATION=25.00'
(NAVD 88 DATUM)

NOTES:

1. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMALS THEREOF.
2. THE GROSS AREA OF LAND OF RECORD IS 7,130 SQ. FT. ±.
3. THE MAP WAS BASED ON A GRANT DEED DOC.# 2017-067933 BY OLD REPUBLIC TITLE CO. DATED 8/4/2017, RECORDED IN SAN MATEO COUNTY.
4. ALL EXISTING BUILDINGS ARE WOOD.
5. FOR PRECISE SPECIES OF TREES A CERTIFIED ARBORIST SHALL BE CONSULTED.

SURVEYOR'S STATMENT:

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

SCALE 1"= 10'

GRAPHIC SCALE

10 0 5 10 20 40
(IN FEET)
1 inch = 10 ft.

1010 Hollyburne Avenue
Menlo Park
APN: 062-063-020

M & N CONSULTING SERVICES INC.
LAND SURVEYING – LAND PLANNING
322 N. 18TH ST.
SAN JOSE, CA 95112
669-222-1911
MANDNCINC@GMAIL.COM

Scale: 1" = 10'
Prepared by:
Checked by:
Date: 12/15/2017
Project No: 217160

LICENSED LAND SURVEYOR
RYAN A. MIX
NO. 8743
STATE OF CALIFORNIA

BOUNDARY AND TOPOGRAPHIC SURVEY MAP

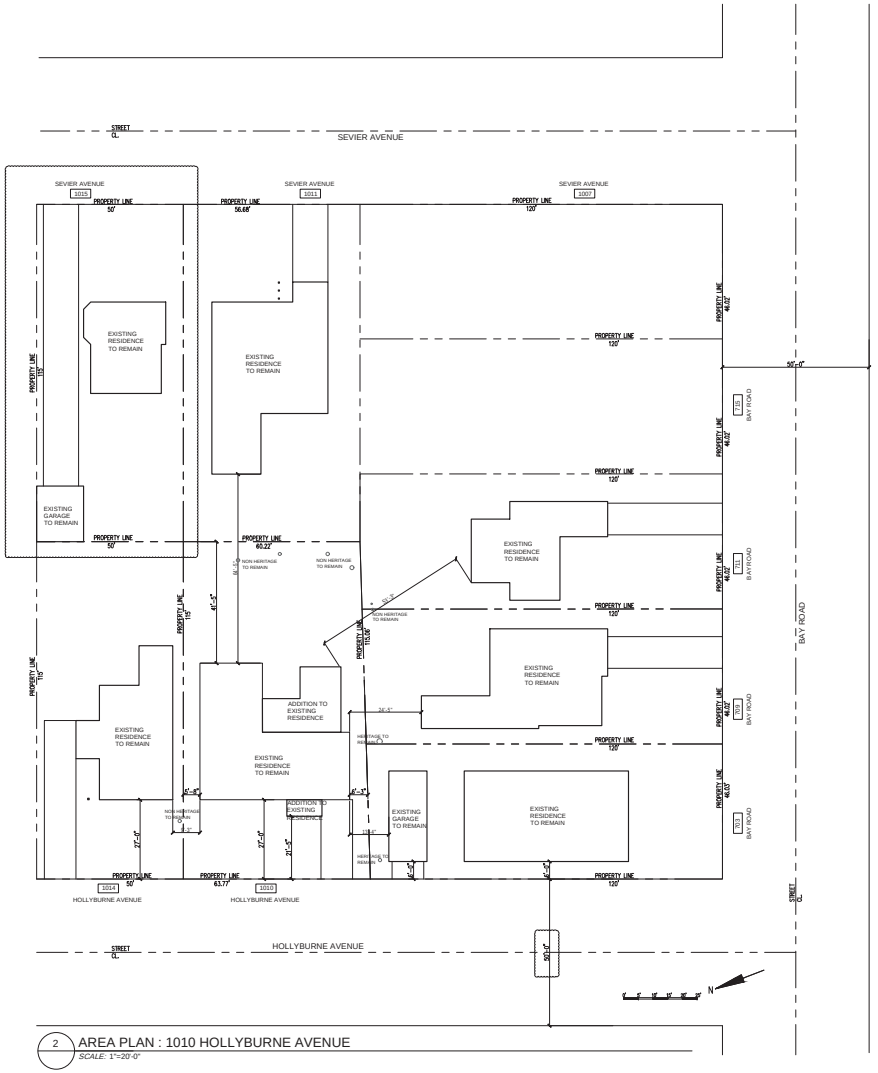
Sheet No: T-1

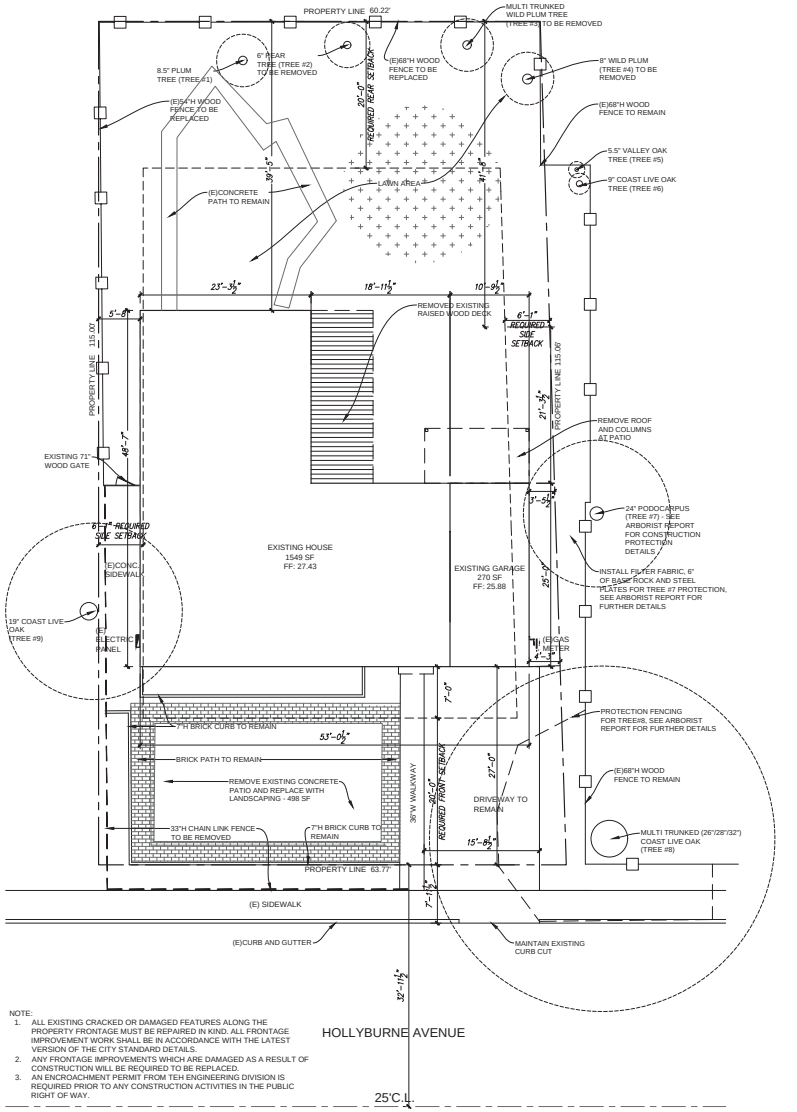
REVISIONS	DESIGN BY	DESIGN DATE	CITY APPR.	APPR. DATE

MENLO PARK

D2

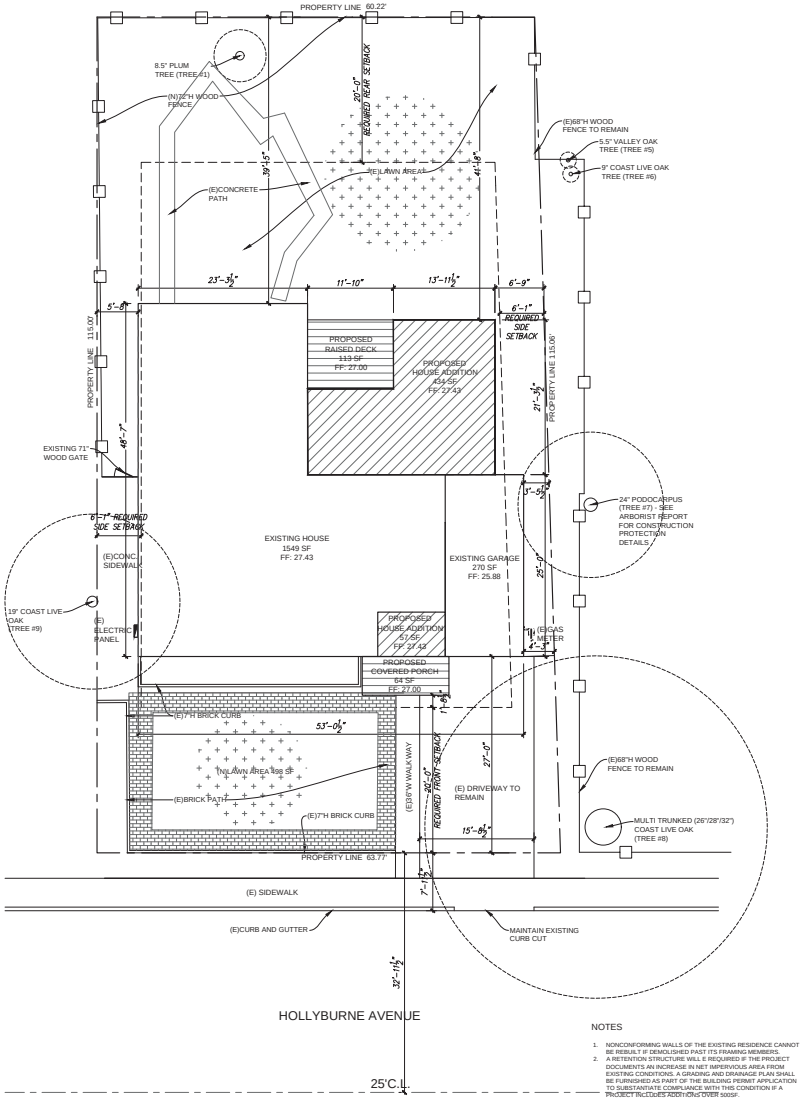
ISSUE FOR REVISION 1 - 01/12/2018





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

1 EXISTING/DEMO SITE PLAN - 1010 HOLLYBURNE AVENUE
SCALE: 1/8"=1'-0"



NOTES
1. NONCONFORMING WALLS OF THE EXISTING RESIDENCE CANNOT BE REBUILT IF DEMOLISHED PAST ITS FRAMING MEMBERS.
2. A RETENTION STRUCTURE WILL E REQUIRED IF THE PROJECT DOCUMENTS AN INCREASE IN NET IMPERVIOUS AREA FROM EXISTING CONDITIONS. A GRADING AND DRAINAGE PLAN SHALL BE FURNISHED AS PART OF THE BUILDING PERMIT APPLICATION TO SUBSTANTIATE COMPLIANCE WITH THIS CONDITION IF A PROJECT INCLUDES 2000 CY OR OVER 5000F.

2 PROPOSED SITE PLAN - 1010 HOLLYBURNE AVENUE
SCALE: 1/8"=1'-0"

SATELLITE STUDIO
PHONE: 217.369.6562
EMAIL: fatima@studiosaqib.com

GHORI REMODEL

1010 HOLLYBURNE
MENLO PARK, CA

Date	By	Description
01-11-18		USE PERMIT
03-12-18	1	REVISION 1
04-19-18	2	REVISION 2

Drawn By
Checked By
Job No.
Print Date 05/09/2018

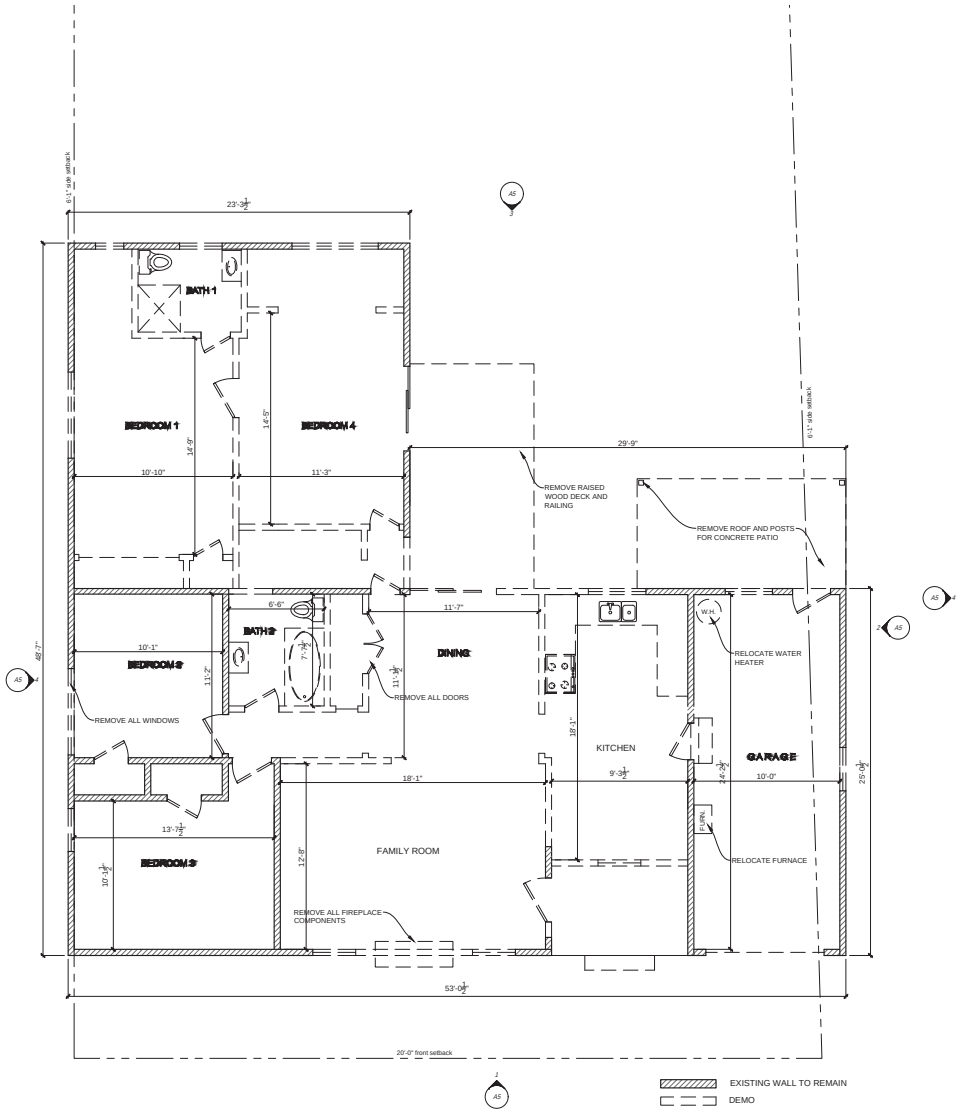
EXISTING AND PROPOSED SITE PLANS

A3.0

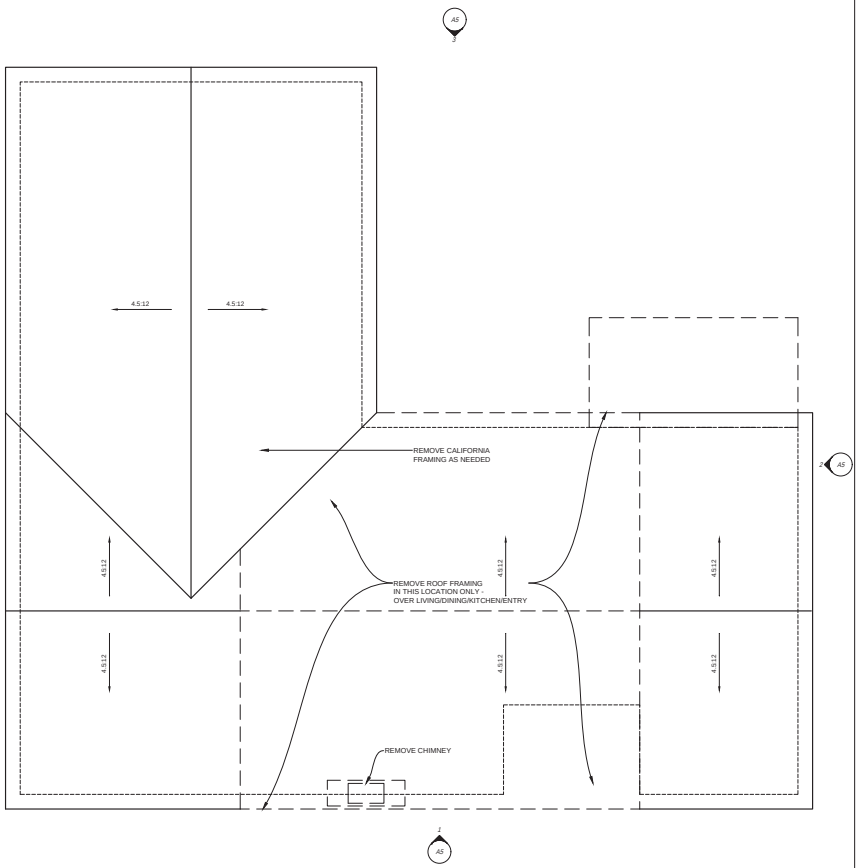
\Volumes\groups\desktop\my drive\ghori - menlo park\1010 hollyburne - use permit drawings rev 2

NOTES

1. NONCONFORMING WALLS OF THE EXISTING RESIDENCE CANNOT BE REBUILT IF DEMOLISHED PAST ITS FRAMING MEMBERS.



1 EXISTING/DEMO FLOOR PLAN
SCALE: 1/4" = 1'-0"



2 EXISTING/DEMO ROOF PLAN
SCALE: 1/4" = 1'-0"

N

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EMAIL: fatima@studiosaqib.com

GHORI REMODEL

1010 HOLLYBURNE
MENLO PARK, CA

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EXISTING + DEMO FLOOR PLANS

A4

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NOTES

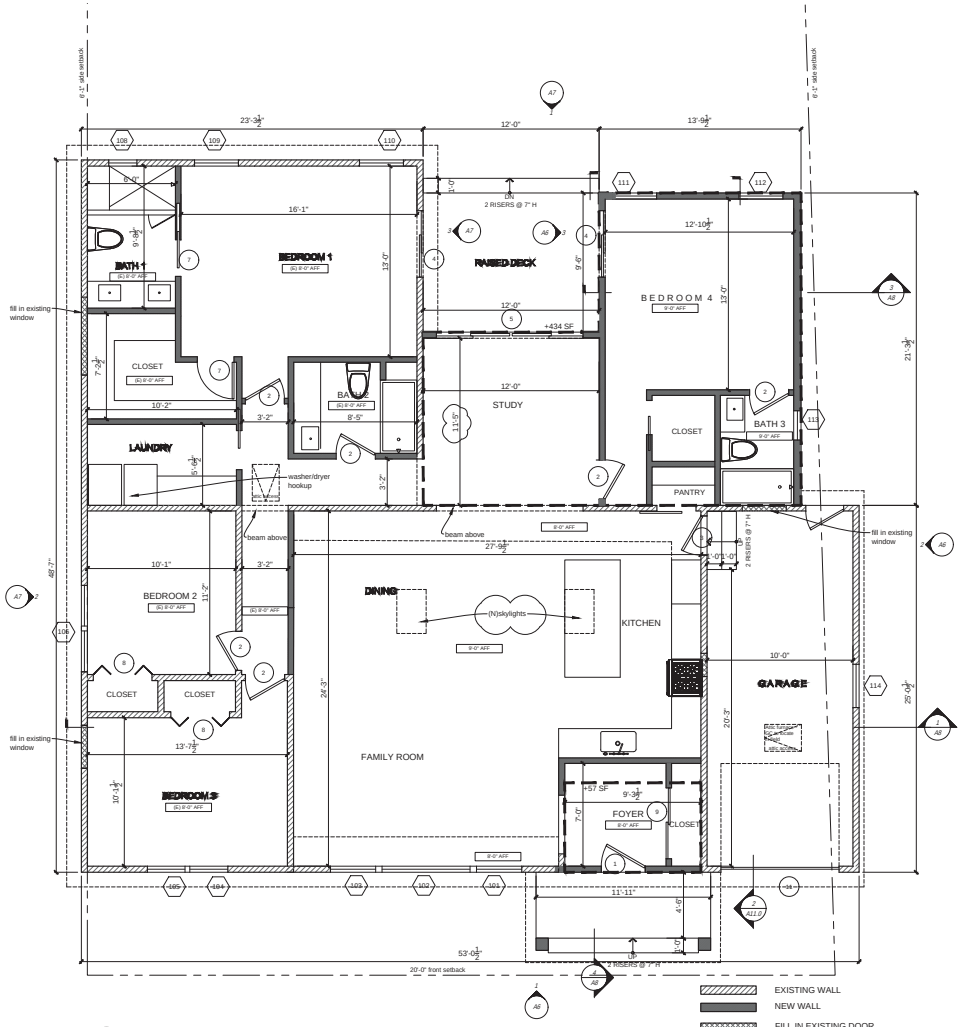
1. NONCONFORMING WALLS OF THE EXISTING RESIDENCE CANNOT BE REBUILT IF DEMOLISHED PAST ITS FRAMING MEMBERS.

DOOR SCHEDULE

NUMBER	SIZE	TYPE	FEATURE	LOCK	TEMPERED	SPECIAL NOTES
1	3'-0" X 7'-0"	SWING EXT. DOOR	SOLID CORE + GLAZING	DEAD BOLT		
2	2'-8" X 7'-0"	SWING DOOR				
3	2'-8" X 7'-0"	SWING DOOR	20 MIN. RATING	SELF LATCH		SELF CLOSING
4	4'-8" X 7'-0"	SLIDING DOOR	GLAZING		YES	
5	10'-0" X 7'-0"	(2)SLIDING DOOR	GLAZING		YES	
6	2'-8" X 7'-0"	SWING DOOR	SOLID CORE			
7	2'-8" X 7'-0"	POCKET DOOR	SOLID CORE			
8	(2)2'-0" X 7'-0"	BI-FOLD DOOR	SOLID CORE			
9	2'-4" X 7'-0"	SLIDING DOOR	SOLID CORE			
10	(2)2'-8" X 7'-0"	SWING DOOR	SOLID CORE			
11	8'-0" X 7'-0"	GARAGE DOOR				
12	2'-8" X 7'-0"	SWING EXT. DOOR	MDF + GLAZING	DEAD BOLT		

WINDOW SCHEDULE

NUMBER	SIZE WXH	TYPE	HEAD HEIGHT	TEMPERED	SPECIAL NOTES
101	3'-0" X 5'-0"	SINGLE HUNG	7'-0" A.F.F.		SIMULATED DIVIDED LIGHT
102	6'-0" X 5'-0"	FIXED	7'-0" A.F.F.		SIMULATED DIVIDED LIGHT
103	3'-0" X 5'-0"	SINGLE HUNG	7'-0" A.F.F.		SIMULATED DIVIDED LIGHT
104	2'-6" X 4'-0"	SINGLE HUNG	7'-0" A.F.F.		SIMULATED DIVIDED LIGHT
105	2'-6" X 4'-0"	SINGLE HUNG	7'-0" A.F.F.		SIMULATED DIVIDED LIGHT
106	6'-0" X 3'-0"	SLIDER	MATCH EXISTING		
107	NOT USED				
108	2'-0" X 3'-0"	CASEMENT	7'-0" A.F.F.		
109	2'-6" X 4'-6"	CASEMENT	7'-0" A.F.F.		
110	2'-6" X 4'-6"	CASEMENT	7'-0" A.F.F.		
111	2'-6" X 4'-6"	CASEMENT	7'-0" A.F.F.		
112	2'-6" X 4'-6"	CASEMENT	7'-0" A.F.F.		
113	2'-0" X 3'-0"	CASEMENT	7'-0" A.F.F.		
114	3'-6" X 4'-6"	SINGLE HUNG	MATCH EXISTING		SIMULATED DIVIDED LIGHT



1 PROPOSED FLOOR PLAN
SCALE: 1/4" = 1'-0"

N

SATELLITE STUDIO
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GHORI REMODEL

1010 HOLLYBURNE
MENLO PARK, CA

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Job No.
Print Date 04/19/2018

PROPOSED FLOOR PLAN

A5

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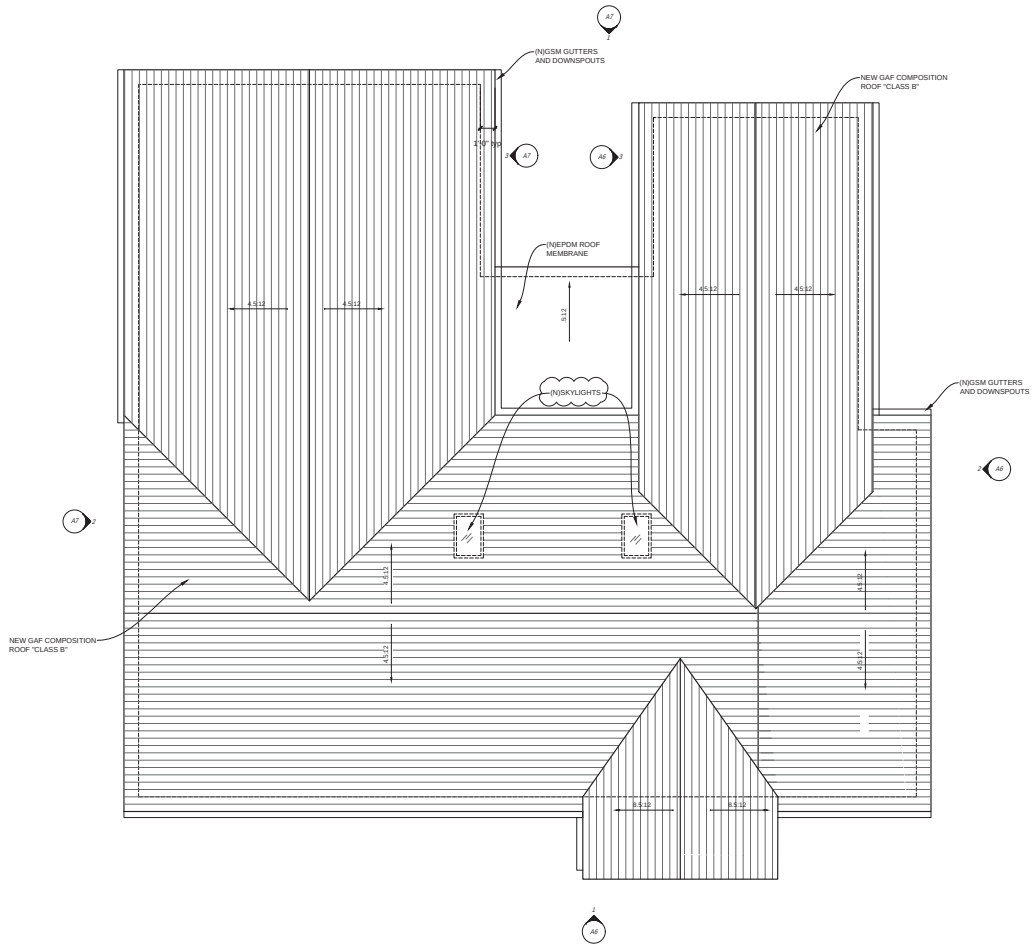
NOTES

1. NONCONFORMING WALLS OF THE EXISTING RESIDENCE CANNOT BE REBUILT IF DEMOLISHED PAST ITS FRAMING MEMBERS.



1 PROPOSED ROOF PLAN
SCALE: 1/4" = 1'-0"

0' 4' 8' 16'

N

SATELLITE STUDIO
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1010 HOLLYBURNE
MENLO PARK, CA

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Job No.	
Print Date	04/19/2018

PROPOSED
ROOF PLAN

A6

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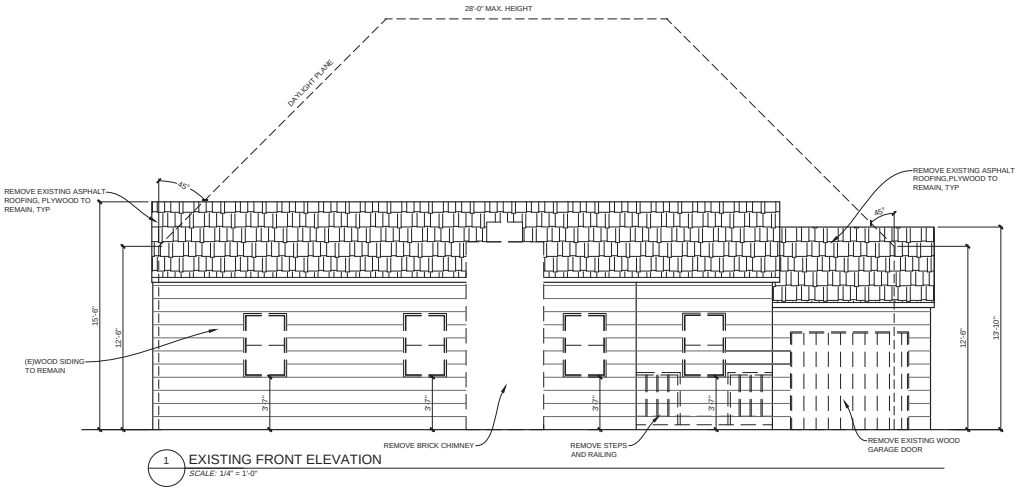
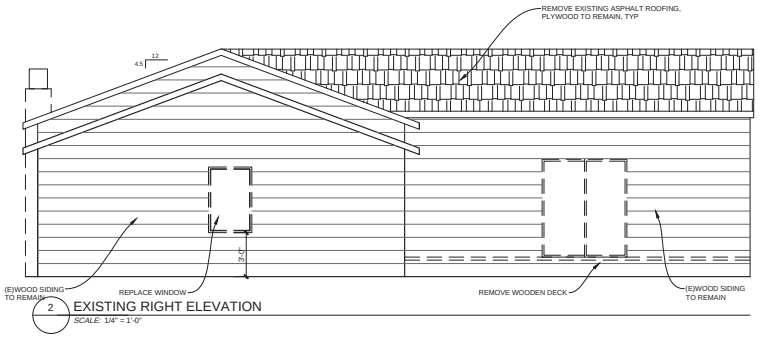
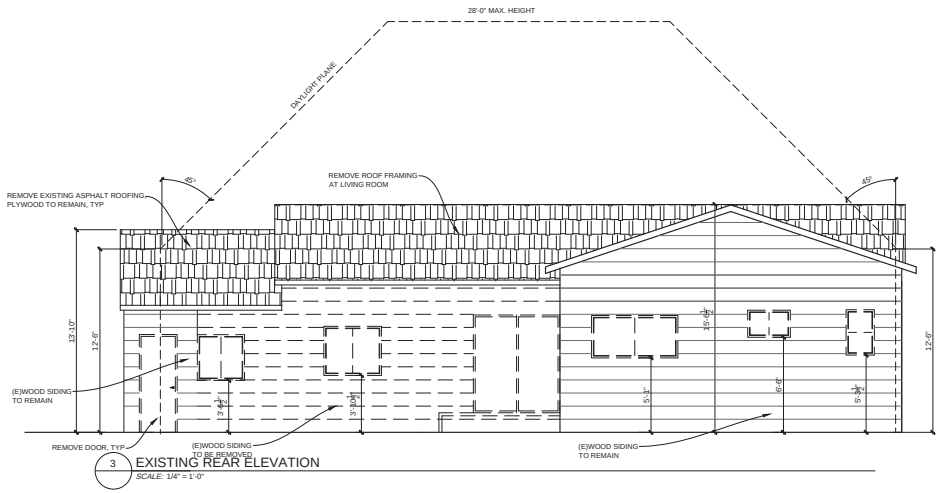


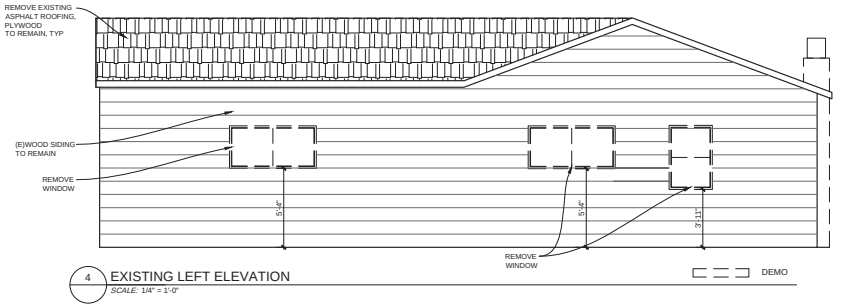
1 EXISTING FRONT ELEVATION
SCALE: 1/4" = 1'-0"



2 EXISTING RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



3 EXISTING REAR ELEVATION
SCALE: 1/4" = 1'-0"



4 EXISTING LEFT ELEVATION
SCALE: 1/4" = 1'-0"

0 4 8 16

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GHORI
REMODEL

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EXISTING ELEVATIONS

A7

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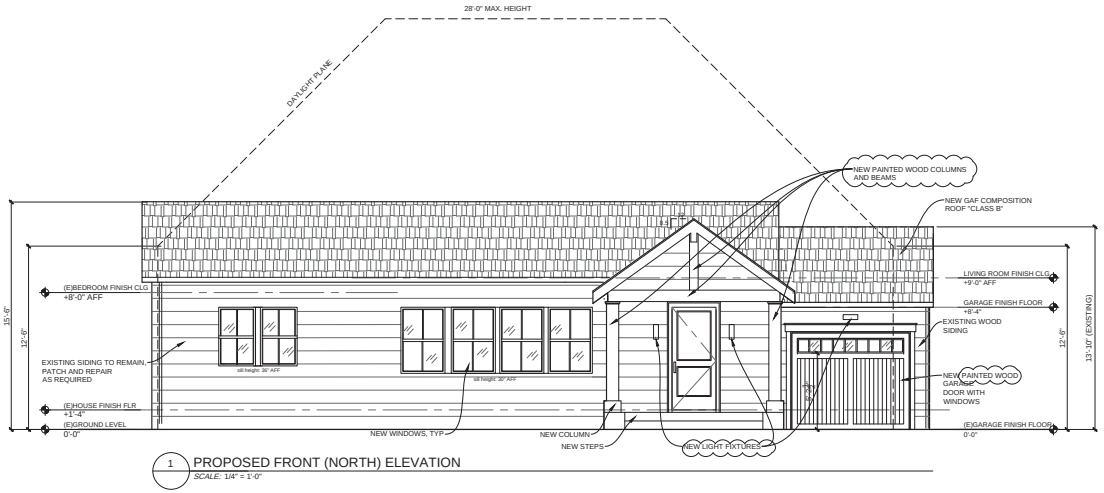
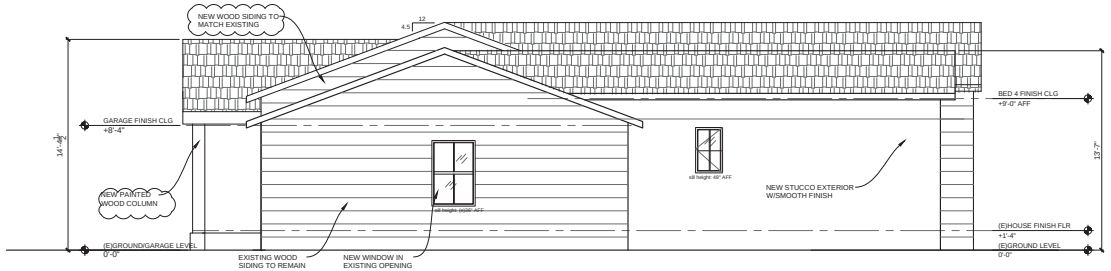
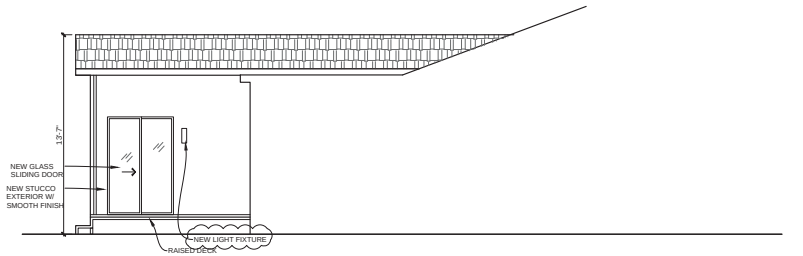


1 PROPOSED FRONT (NORTH) ELEVATION
SCALE: 1/4" = 1'-0"



2 PROPOSED RIGHT (WEST) ELEVATION
SCALE: 1/4" = 1'-0"



6 COURTYARD LEFT ELEVATION
SCALE: 1/4" = 1'-0"

0' 4' 8' 16'

SATELLITE STUDIO
PHONE: 217.369.6562
EMAIL: fatima@studiosaqib.com

GHORI
REMODEL

1010 HOLLYBURNE
MENLO PARK, CA

Date	By	Description
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03-12-18	1	REVISION 1
04-19-18	2	REVISION 2

Drawn By	
Checked By	
Job No.	
Print Date	04/18/2018

PROPOSED ELEVATIONS

A8

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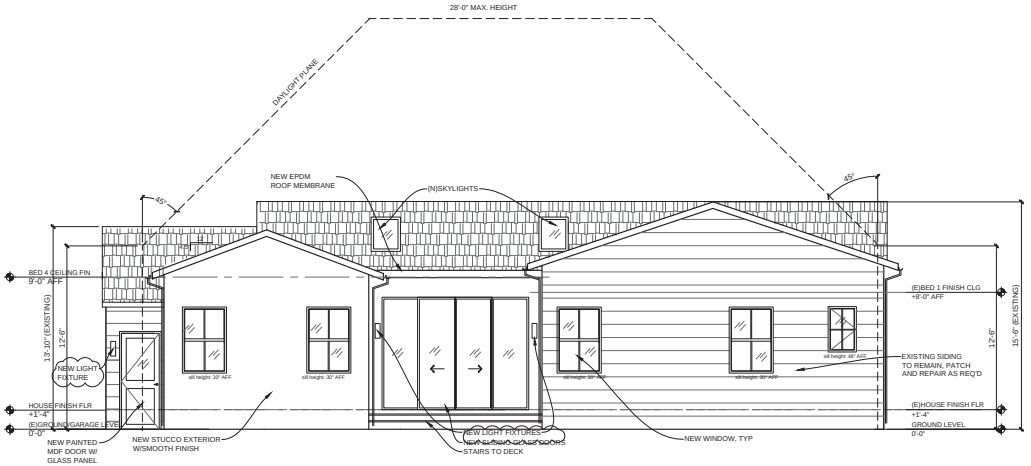
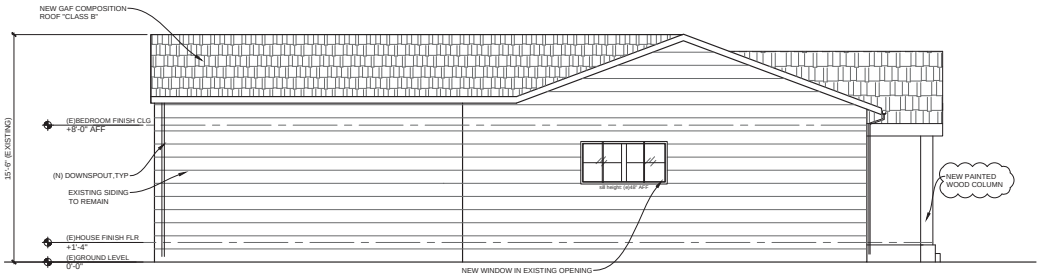


1 PROPOSED REAR (SOUTH) ELEVATION
SCALE: 1/4" = 1'-0"



2 PROPOSED LEFT (EAST) ELEVATION
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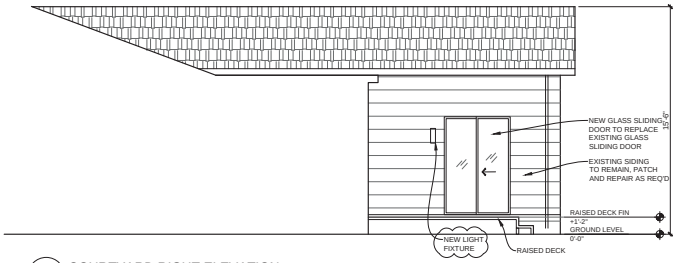


3 COURTYARD RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

SATELLITE STUDIO
PHONE: 217.369.6562
EMAIL: fatima@studiosaqib.com

GHORI
REMODEL

1010 HOLLYBURNE
MENLO PARK, CA

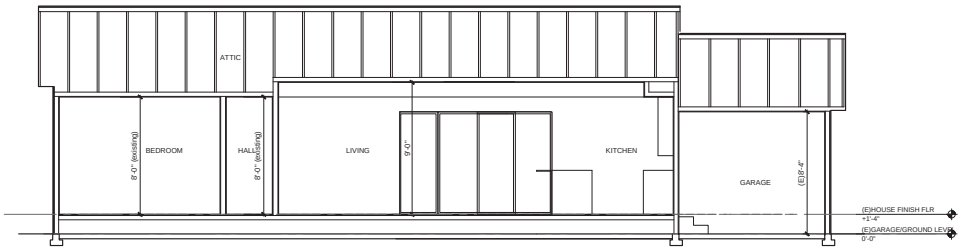
Date	By	Description
01-11-18		USE PERMIT
03-12-18		1 REVISION 1
04-19-18		2 REVISION 2

Drawn By	
Checked By	
Job No.	
Print Date	04/18/2018

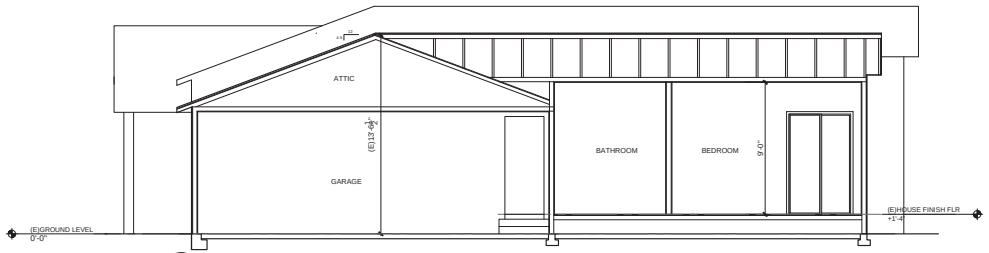
PROPOSED
ELEVATIONS

A9

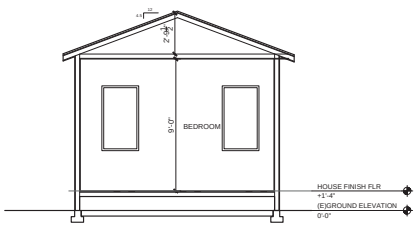
\Volumes\groups\dshvet\my drive\ghori - menlo park\1010 holly\burne - use permit drawings rev 2



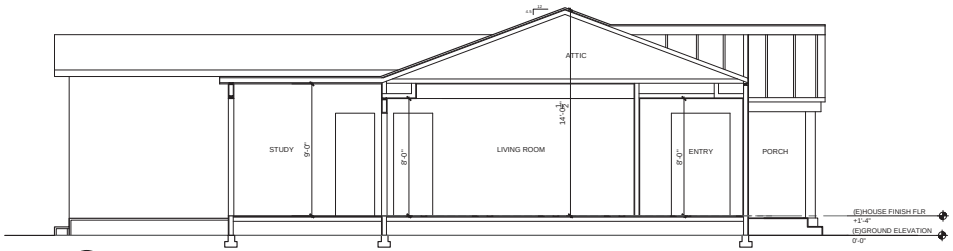
1 PROPOSED SECTION
SCALE: 1/4" = 1'-0"



2 PROPOSED SECTION
SCALE: 1/4" = 1'-0"



3 PROPOSED SECTION
SCALE: 1/4" = 1'-0"



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

SATELLITE STUDIO
PHONE: 217.369.6562
EMAIL: fatima@studiosaqib.com

GHORI
REMODEL

1010 HOLLYBURNE
MENLO PARK, CA

Date	By	Description
01-11-18		USE PERMIT
03-12-18	1	REVISION 1
04-19-18	2	REVISION 2

Drawn By	
Checked By	
Job No.	
Print Date	04/18/2018

PROPOSED
SECTIONS

A10

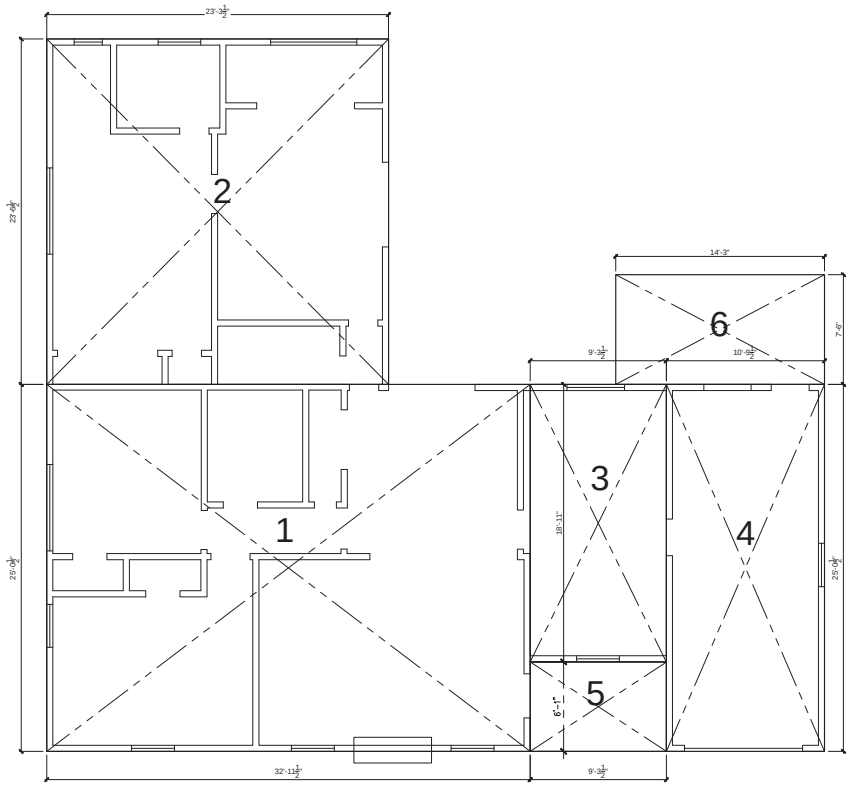
/volumes/groups/dshive/my drive/ghori - menlo park/2010 hollyburne - use permit drawings / rev 2

EXISTING FLOOR AREA		
NUMBER		AREA
1		825 SF
2		549 SF
3		175 SF
4	GARAGE	270 SF
TOTAL FLOOR AREA		1,819 SF

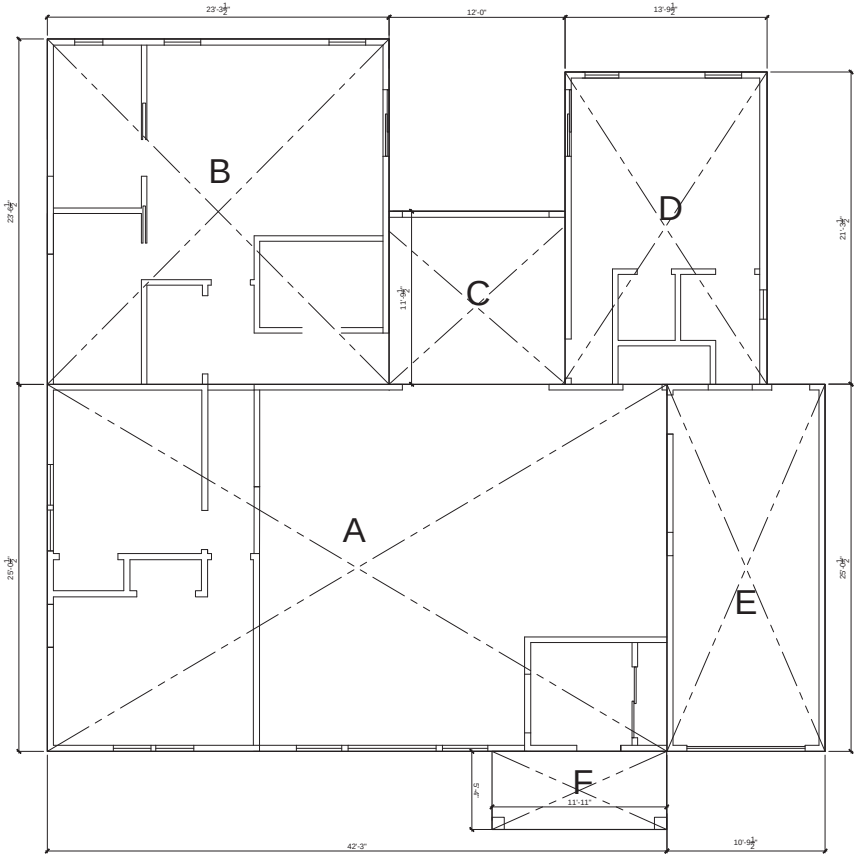
EXISTING BUILDING COVERAGE		
NUMBER		AREA
1		825 SF
2		549 SF
3		175 SF
4	GARAGE	270 SF
5	COVERED PORCH	57 SF
6	COVERED PATIO	106.5
TOTAL LOT COVERAGE		1,982.5 SF

PROPOSED FLOOR AREA		
NUMBER		SIZE
A		1,057 SF
B		549 SF
C		141 SF
D		293 SF
E	GARAGE	270 SF
TOTAL FLOOR AREA		2,310 SF

PROPOSED BULDING COVERAGE		
NUMBER		SIZE
A		1,057 SF
B		549 SF
C		141 SF
D		293 SF
E	GARAGE	270 SF
F	COVERED PORCH	64 SF
TOTAL LOT COVERAGE		2,374 SF



1 EXISTING FLOOR PLAN AREA DIAGRAM
SCALE: 1/4" = 1'-0"



2 PROPOSED FLOOR PLAN AREA DIAGRAM
SCALE: 1/4" = 1'-0"

SATELLITE STUDIO
PHONE: 217.369.6562
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GHORI
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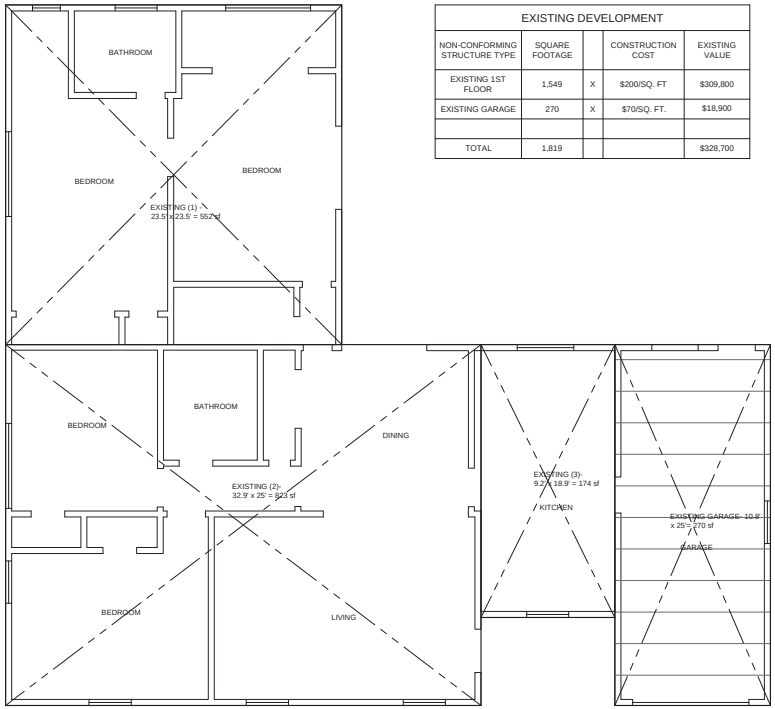
Job No.	
Print Date	04/19/2018

SQUARE FOOTAGE CALCULATION DIAGRAM

A11

\Volumes\groups\dotsave\my drive\ghori - menlo park\2010 hollyburne - use permit drawings rev 2



EXISTING DEVELOPMENT				
NON-CONFORMING STRUCTURE TYPE	SQUARE FOOTAGE		CONSTRUCTION COST	EXISTING VALUE
EXISTING 1ST FLOOR	1,549	X	$200/SQ. FT	$309,800
EXISTING GARAGE	270	X	$70/SQ. FT.	$18,900
TOTAL	1,819			$328,700

1 EXISTING FLOOR PLAN
SCALE: 1/4" = 1'-0"

SATELLITE STUDIO
PHONE: 217.369.6562
EMAIL: fatima@studiosaqib.com

GHORI
REMODEL

1010 HOLLYBURNE
MENLO PARK, CA

Date	By	Description
01-11-18		USE PERMIT
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04-19-18	2	REVISION 2

Drawn By
Checked By
Job No.
Print Date 04/19/2018

NON CONFORMING DIAGRAM - EXISTING

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\Volumes\groups\shive\my drive\ghori - menlo park\1010 hollyburne - use permit drawings r.rev 2

EXISTING FLOOR AREA		
NUMBER		AREA
1		825 SF
2		549 SF
3		175 SF
4	GARAGE	270 SF
TOTAL FLOOR AREA		1,819 SF

EXISTING BUILDING COVERAGE		
NUMBER		AREA
1		825 SF
2		549 SF
3		175 SF
4	GARAGE	270 SF
5	COVERED PORCH	57 SF
6	COVERED PATIO	106.5
TOTAL LOT COVERAGE		1,982.5 SF

PROPOSED FLOOR AREA		
NUMBER		SIZE
A		1,057 SF
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PROPOSED BULDING COVERAGE		
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A		1,057 SF
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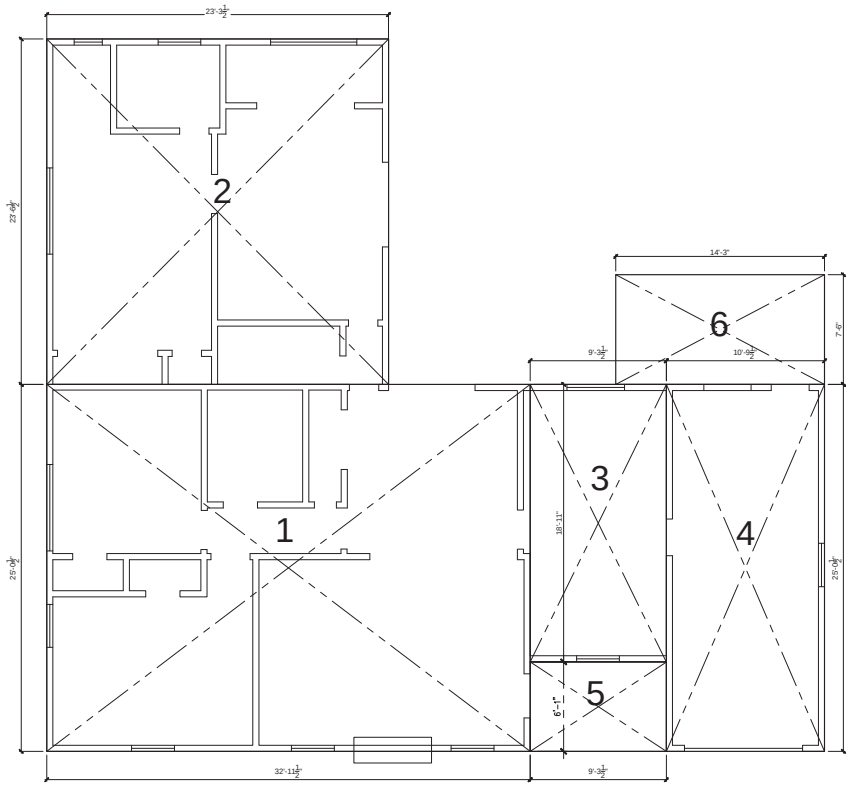
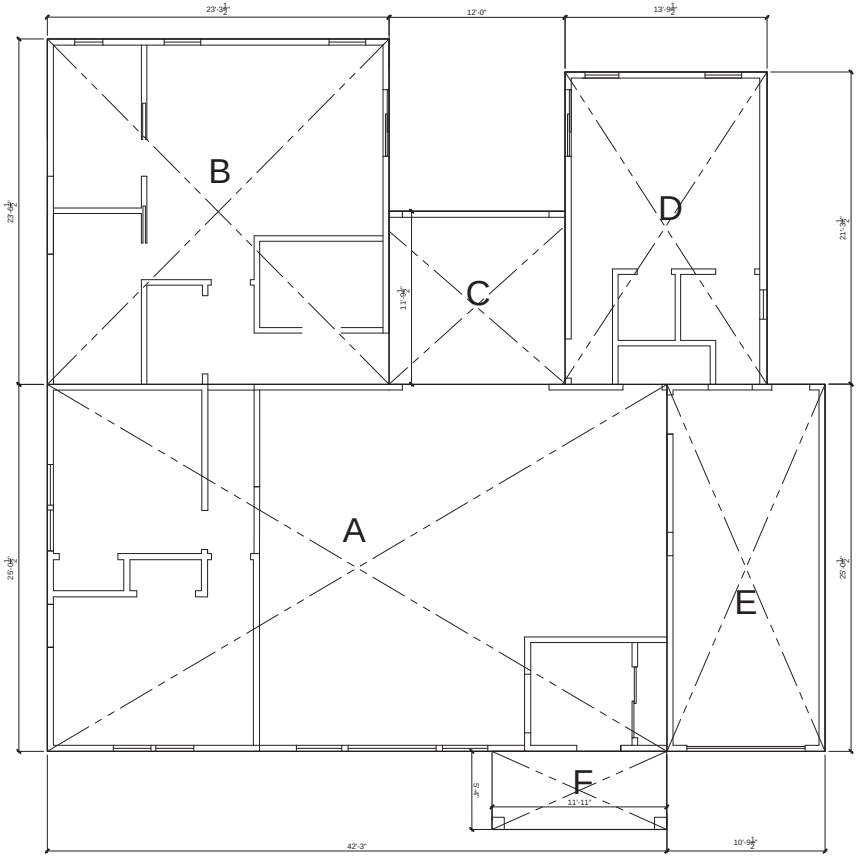
TOTAL LOT COVERAGE		2,374 SF



1 EXISTING FLOOR PLAN AREA DIAGRAM
SCALE: 1/4" = 1'-0"



2 PROPOSED FLOOR PLAN AREA DIAGRAM
SCALE: 1/4" = 1'-0"

SATELLITE STUDIO
PHONE: 217.369.6562
EMAIL: fatima@studiosaqib.com

GHORI
REMODEL

1010 HOLLYBURNE
MENLO PARK, CA

Date	By	Description
01-11-18		USE PERMIT
03-12-18	1	REVISION 1
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Checked By	
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Print Date	04/19/2018

SQUARE FOOTAGE CALCULATION DIAGRAM

A11

\Volumes\groups\dotsvr\my drive\ghori - menlo park\2010 hollyburne - use permit drawings rev 2

PROJECT DESCRIPTION

ADDRESS: 1010 HOLLYBURNE AVE, MENLO PARK

CASE NO:

The purpose of this proposal is to apply for a Use Permit for a remodel and addition to an existing single story, single family house (zoning R1-U.) The existing square footage of the home is 1,549 SF with a 270 SF attached garage. The proposed remodel and addition is 2,027 SF and the 270 SF attached garage will be maintained as is. The left and right sides of the existing house lie within the setback, therefore, a use permit for any modifications and additions.

The scope of work is to add 478 SF of livable space to an existing single story, single family house and also remodel the existing home. Existing house is (4) bedrooms and (2) bathrooms. Proposed house is (4) bedrooms and (3) bathrooms. A large percentage of the existing exterior walls are to remain as is, including all walls that lay within the setback on the left and right sides of the house. All existing plumbing, mechanical and electrical will be replaced. All existing windows and door will be removed or replaced. New wood and tile flooring will be incorporated throughout the house. Any rot that is discovered during construction will be removed and material will be replaced as deemed necessary and in accordance will all building codes.

The overall dimensions of the garage are to remain as is. The door to enter the house from the garage, along with the stairs, will be moved from the center of the garage to the far back. This will allow a clearance of 10’-0”W x 20’-0”D for one covered parking space. The existing driveway is to remain as is which allows for one uncovered parking space.

The architectural style of the house can be categorized as “transitional.” The style will maintain a classic look with some fresh updates. The existing wood siding is to remain at all locations and will be painted a light color in the white/beige/gray range. The addition will be a stucco finish to match the color of the existing siding. New windows will have white frames. A tall gable with support columns will accentuate the entry and give great curb appeal. All construction will be wood framing with prefabricated wood trusses at the addition and the new roof over the living/dining/kitchen area.

Currently the front yard has a lot of hardscaping. Aside from the driveway and the walkway to front door, hardscaping will be converted to landscaping to further add to curb appeal and add color and softness to the neighborhood.

Because of the nonconformity of the existing structure, much of the existing exterior walls are to remain as is. This was the primary basis for the site layout and the proposed addition. The proposed addition is behind the garage, which will create balance on the rear elevation. Adding square footage in this location also maintains privacy for this residence and the adjacent property as there is good distance between the two structures and only one small window.

The front entry point for the house is to remain as is, but is now accentuated by the tall gable. This new roof addition gives character to the front of the house and is setback enough from the street that it does not feel intrusive.

The existing use of the house is a single family residence and the proposed use is to remain a single family residence with an updated layout.

The owner of 1010 Hollyburne called the adjacent neighbors and the neighbor to the rear to inform them of this proposed remodel and. The owner then followed up with an email that had the project description as well as existing and proposed floor plans and existing and proposed elevations. The neighbors were very receptive to the proposed plan as this proposed design maintains privacy for all neighbors and will not be intrusive to adjacent properties or the streetscape. This proposed design promises to give a thoughtfully subtle yet significant visual upgrade to the existing streetscape.

urbantreemanagement inc.

3/6/18

Altaf Ghori
1010 Hollyburne Ave.
Menlo Park, CA 94025

Re: **Tree Report**

Assignment

It was my assignment to inspect the three neighbor trees and the non-protected trees on site and report my findings. The neighbor trees are right on the fence lines. There are no protected trees on site.

Summary

It was my assignment to inspect the two trees to the right (#7 & #8) and one tree to the left (#9) of the subject property, the non-protected trees on site and report my findings. Tree #9 requires no tree protection because only windows will be replaced nearby and any demolition to concrete within 12' of the trunk shall be done by hand to avoid root damage. Tree #8 will need tree protection fencing along the existing driveway, which will remain. The contractors want to drive a tractor in the back yard. This will require driving over the roots of the neighbor's podocarpus tree (#7). To do this and not harm the tree I recommend the weeds be taken off the top soil, filter fabric be put over the uncompacted ground, and 6" of base rock and steel plates be put over the filter fabric (under the drip line of the podocarpus) to protect the tree.

Observations/ Existing Conditions

The subject trees are located on a flat residential lot in a residential neighborhood. Residential neighbors are located on 3 sides of the property. There are trees on two sides of the property and 6 non-protected trees in the back yard.

Methods

All the trees surveyed were examined and then rated based on their individual health and structure according to the table below. For example, a tree may be rated "good" under the health column for excellent/vigorous appearance and growth, while the same tree may be rated "fair/poor" in the structure column if structural mitigation is needed.

F1

t650+321+0202 | f408+399+8063 | po box 971 los gatos ca 95031 | urbantreemanagement.com
contractors license # 755989 | certified arborist WC ISA # 623 | certified tree risk assessor #1399

KEY	Health	Structure
Good	excellent/vigorous	flawless
Fair/Good	healthy	very stable
Fair	Fair	routine maintenance needed such as pruning or end weight reduction as tree grows, minor structural corrections needed
Fair/Poor	declining	significant structural weakness(es), mitigation needed, mitigation may or may not preserve the tree
Poor	dead or near dead	hazard

The trunks of the trees are measured using an arborist's diameter tape at 54" above soil grade. The canopy height and spread are estimated using visual references only. In cases of a very large tree, a standard measuring tape may be used.

The condition of each tree is assessed by visual observation from a standing position (without climbing or using aerial equipment). No invasive equipment is used. Consequently, it is possible that individual tree(s) may have internal (or underground) health problems or structural defects, which are not detectable by visual inspection. In cases where it is thought further investigation is warranted, a "full hazard assessment" is recommended. This assessment would consist of drilling or using sonar equipment to detect internal decay and may include climbing or the use of aerial equipment.

Tree Health Ratings

The health of an individual tree is rated based on leaf color and size, canopy density, new shoot growth and the absence or presence of pests or disease.

Tree Structure Ratings

Individual tree structure is rated based on the growth pattern of the tree (including whether it is leaning); the presence or absence of poor limb attachments (such as co-dominant leaders); the length and weight of limbs and the extent and location of apparent decay. For each tree, a structural rating of fair or above indicates that the structure can be mantained with routine pruning such as removing dead branches and reducing end weight as the tree grows. A fair/poor rating indicates that the tree has significant structural weaknesses and corrective action is warranted. The notes section for that tree will then recommend a strategy/techique to improve the structure or mitigate structural stresses. A poor structural rating indicates that the tree or portions of the tree are likely to fail and that there is little that can constructively be done about the problem other than removal of the tree or large portions of the tree. Very large trees that are rated Fair/Poor for structure AND that are near structures or in an area frequently traveled by cars or people, receive an additional **CONSIDER REMOVAL" notation

F2

under recommendations. This is included because structural mitigation techniques do not guarantee against structural failure, especially in very large trees. Property owners may or may not choose to remove this type of tree but should be aware that if a very large tree experiences a major structural failure, the danger to nearby people or property is significant.

The Trees

There are six non-protected trees in the backyard. Almost all of them should be removed (see image to right).

Tree #1 is an 8.5" diameter Plum that is in Poor Health.

Tree #2 is 6" diameter Pear that is mosntly dead.

Tree #3 is a multi-trunked wild Plum that should be removed.

Tree #4 is an 8" diameter wild Plum that is dead.

Tree #5 is a 5.5" diameter Valley Oak. This tree or tree #6 should be removed.

Tree #6 is a 9" diameter Coast Live Oak in Fair Health.

Tree #7 is the neighbor's 24" diameter Podocarpus (*Podocarpus gracilor* – tree in back in image to right). This tree has Fair Health and Structure. This tree is approximatley 50' tall and wide.

Tree #8 is the neighbor's multi-trunked Coast Live Oak (#8 *Quercus agrifolia* – tree in front in image to right) with trunk diameters of approximatley 26", 28" and 32". Tree Health is Fair and Tree Structure is Fair due to the presence of codominant leaders, which can be prone to failure. Height and width are approximatley 60'.

Tree #9 is a 19" diameter Coast Live Oak belonging to the left neighbor (see image to right). This tree is in Good Health but has a Fair Structure. Height and width are approximatley 40'. When the concrete is demolished within 12 feet of the trunk it shall be done by hand. Root damage to Tree #9 could occur as a result of the demolition of these paved areas, if not done by hand.

Tree Protection Recommendations During Construction

Besides health and structure-related issues, the trees at this site could be at risk of damage by construction or construction procedures that are common to most construction sites. These

F3

procedures may include the dumping or the stockpiling of materials over root systems; the trenching across the root zones for utilities or for landscape irrigation; or the routing of construction traffic across the root system resulting in soil compaction and root dieback. It is therefore essential that tree protection be used. Based on the existing development and the condition and location of trees present on site, the following is recommended:

1) Protective fencing is required to be provided during the construction period to protect trees to be preserved. This fencing must protect a sufficient portion of the root zone to be effective. In most cases, it would be essential to locate the fencing a minimum radius distance of 6 times the trunk diameter in all directions from the trunk. Here the fencing may be located at the edge of the existing home.
2) The protective fencing must:
   a. Consist of chain link fencing and having a minimum height of 6 feet.
   b. Be mounted on steel posts driven approximately 2 feet into the soil.
   c. Entail fencing posts located a maximum of 10 feet on center.
   d. Be installed prior to the arrival of materials, vehicles, or equipment.
   e. Not be moved, even temporarily, and must remain in place until all construction is completed, unless approved be a certified arborist.
   f. Include tree protection signage mounted to all individual tree protection fences.
3) Mulch should cover all bare soils. This material must be 6-8 inches in depth after spreading, which must be done by hand. We prefer course wood chips because they are organic, and decompose naturally over time.
4) Loose soil and mulch must not be allowed to slide down slope to cover the root zones or the root collars of protected trees.
5) Materials must not be stored, stockpiled, dumped, or buried inside the driplines of protected trees.
6) There must be no grading, trenching, or surface scraping inside the driplines of protected trees, unless specifically approved by a Certified Arborist.
7) Trenches for any underground utilities (gas, electricity, water, phone, TV cable, etc.) must be located outside the driplines of protected trees, unless approved by a Certified Arborist. Alternative methods of installation may be suggested.
8) Any roots exposed during construction activities that are larger than 2 inches in diameter should not be cut or damaged until the Project Arborist has an opportunity to assess the impact that removing these roots could have on the trees.
9) A Certified Arborist should supervise any excavation activities within the tree protection zone of these trees.
10) Excavated soil must not be piled or dumped, even temporarily, inside the driplines of protected trees.
11) Any pruning must be done by a Company with an Arborist Certified by the ISA (International Society of Arboriculture) and according to ISA, Western Chapter Standards, 1998.
12) Repair of existing, or any future, landscape irrigation trenches must be a minimum distance of 10 times the trunk diameter from the trunks of protected trees unless otherwise noted and approved by the Arborist.

F4

13) Repair of existing, or any future, landscape irrigation trenches must be designed to avoid water striking the trunks of trees, especially oak trees.
14) Landscape materials (cobbles, decorative bark, stones, fencing, etc.) must not be installed directly in contact with the bark of trees because of the risk of serious disease infection.
15) Any plants that are planted inside the driplines of oak trees must be of species that are compatible with the environmental and cultural requirements of oak trees. A publication detailing plants compatible with California native oaks can be obtained from The California Oak Foundation's 1991 publication "Compatible Plants Under & Around Oaks" details plants compatible with California native oaks and is currently available online at: http://californiaoaks.org/wp-content/uploads/2016/04/CompatiblePlantsUnderAroundOaks.pdf

****

I certify that the information contained in this report is correct to the best of my knowledge and that this report was prepared in good faith. Please call me if you have questions or if I can be of further assistance.

Respectfully,

Michael P. Young

F5

ASSUMPTIONS AND LIMITING CONDITIONS

1. Any legal description provided to this arborist is assumed to be correct. No responsibility is assumed for matters legal in character nor is any opinion rendered as to the quality of any title.
2. This arborist can neither guarantee nor be responsible for accuracy of information provided by others.
3. This arborist shall not be required to give testimony or to attend court by reason of the information provided by this arborist unless subsequent written arrangements are made, including payment of an additional fee for services.
4. Loss or removal of any part of this report invalidates the entire report.
5. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by any other than the person(s) to whom it is addressed without written consent of this arborist.
6. This report and the values expressed herein represent the opinion of this arborist, and this arborist's fee is in no way contingent upon the reporting of a specified value nor upon any finding to be reported.
7. Sketches, diagrams, graphs, photos, etc., in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering reports or surveys.
8. This report has been made in conformity with acceptable appraisal/evaluation/diagnostic reporting techniques and procedures, as recommended by the International Society of Arboriculture.
9. When applying any pesticide, fungicide, or herbicide, always follow label instructions.
10. No tree described in this report was climbed, unless otherwise stated. This arborist cannot take responsibility for any defects which could only have been discovered by climbing. A full root collar inspection, consisting of excavating the soil around the tree to uncover the root collar and major buttress roots, was not performed, unless otherwise stated. This arborist cannot take responsibility for any root defects which could only have been discovered by such an inspection.

ARBORIST DISCLOSURE STATEMENT

Arborists are tree specialists who use their education, knowledge, training and experience to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of the arborist, or to seek additional advice.

Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways we do not fully understand. Conditions are often hidden within trees and below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise, remedial treatments, like any medicine, cannot be guaranteed.

Treatment, pruning and removal of trees may involve considerations beyond the scope of the arborist's services such as property boundaries, property ownership, site lines, disputes between neighbors, and other issues. Arborists cannot take such considerations into account unless complete and accurate information is disclosed to the arborist. An arborist should then be expected to reasonably rely upon the completeness and accuracy of the information provided.

Trees can be managed, but they cannot be controlled. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees.

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contractors license # 755989 | certified arborist WC ISA # 623

Pruter, Matthew A

From: Sandeep Parekh <parekhsa@yahoo.com>
Sent: Monday, February 05, 2018 8:45 PM
To: Pruter, Matthew A
Cc: Sandeep Parekh
Subject: Support for Ghori 1010 Hollyburne Project

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Matthew,

I am writing to you to provide an e-mail of support for the "Ghori 1010 Hollyburne" remodel project. FYI - I am the current owner and occupant of 1011 Sevier Avenue (and have been since 2007) and our backyards basically face each other.

To provide some context for my support, Altaf Ghori (owner?) came by last year to introduce himself and to inform me of his purchase of the property (very neighborly) and also to give me a heads-up of his plans to remodel it - which was great news, since 1010 Hollyburne has been an eyesore for the longest time given the fact that it was not maintained and unkept for years.

Soon thereafter, there was a crew working in his backyard clearing years of overgrown weeds (tons of ivy!), unwanted plants and dead trees that had seemed to be a health hazard. So this was a great relief to get all of that cleaned out! Also, once the remodel project took shape, he proactively called me to share his plans and gave me a better idea of the changes that they were thinking about, including sharing plan designs of the existing and proposed floor plans.

Overall, given the poor state of the dwelling and the property as a whole, I do think a remodel will be positive for the neighborhood.

Thanks and please let me know if you have any questions.

Sandeep Parekh
1011 Sevier Avenue

STAFF REPORT

Planning Commission
Meeting Date: **5/14/2018**
Staff Report Number: **18-048-PC**

Public Hearing: **Use Permit Revision/City of Menlo Park/333 Burgess Drive**

Recommendation

Staff recommends that the Planning Commission approve a use permit revision to use and store hazardous materials on site for use with an emergency well previously permitted at the City's Corporation Yard, at 333 Burgess Drive. The materials will either be stored within an existing building or within a separate storage tank on site and will be used to help ensure safe drinking water during an emergency. The subject site is located in the P-F (Public Facilities) zoning district. The recommended actions are included as Attachment A.

Policy Issues

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

Background

Site location

The subject property is the City Corporation Yard (or Corp Yard) located at 333 Burgess Drive, in the Linfield Oaks neighborhood. A location map is included as Attachment B. The Corp Yard is the home of the Public Works Department's Maintenance Division, including vehicles, equipment, and materials associated with the Division's operations. This site also contains an emergency well, Emergency Water Supply Well No.1, which has been approved and built for the purposes of providing safe drinking water during an emergency. The surrounding zoning and land uses are summarized in the table below.

	Zoning	Existing and Proposed Land Uses
Project Site	Public Facilities (P-F)	City Corporation Yard
North	Administrative and Professional, Restrictive, Conditional Development (C-1(X))	Research/development office complex
East	Garden Apartment Residential District (R-3-A)	Multi-family apartments
South	Administrative and Professional, Restrictive, (C-1)	Public agency office and facilities yard
West	Apartment, Conditional Development (R-3(X))	Small lot single family residences

History of the project

Emergency Water Supply Well No. 1 is the result of the Emergency Water Supply Program approved by the City Council in November 2011. Following the City Council's action, the Public Works Department identified several high priority sites and initiated the process of siting and designing the emergency well at the Corp Yard. This emergency water supply well and the emergency generator is the first of other similar facilities that are planned to be developed over the next five years.

The City Council approved all of the project elements, except for a use permit for the well's diesel emergency generator, on June 7, 2016. The Planning Commission approved the use permit for the diesel emergency generator on July 25, 2016. The staff report for the latter Planning Commission meeting is available for reference as Attachment C, and includes information on the overall project.

Analysis

Project description

The proposed use permit revision is specifically for the usage and storage of calcium hypochlorite briquettes and aqueous ammonia, which run through a chemical feed system for the emergency well previously permitted at the City's Corporation Yard. The purpose of the chemical feed system is to ensure adequate disinfection for the emergency water supply.

The City would maintain 100 pounds of calcium hypochlorite briquettes on site, with 62 pounds processed into the well and 38 pounds stored separately in its original container, located inside a corrosive storage cabinet placed within an existing steel shipping container adjacent to the well. The City would also maintain 60 gallons of aqueous ammonia on site, and this substance would be stored in a storage tank near the well. The aqueous ammonia would travel via a scrubber, or neutralization tank, to safely allow for the transfer of aqueous ammonia from the storage tank to the well. The aqueous ammonia would also be transported to the subject property by a delivery truck, incorporating appropriate safety measures and equipment and resulting in a closed system of delivery into the storage tank. Both chemicals are corrosive, but stable, and would be handled according to applicable State and San Mateo County regulations. In addition, there would be limited visual impacts, as these areas would be located toward the rear of the property and surrounded by expanded chain-link fencing containing privacy slats.

As stated earlier, the proposed calcium hypochlorite and aqueous ammonia are corrosive substances. The project plans (Attachment D) provide the locations of storage. In addition, the plans identify the location of safety equipment, such as fire extinguishers, first aid kits, gas shut-off switches, and exit pathways. Attachment E, the Project Description Letter, provides more details on the emergency facilities available at the subject property.

The Hazardous Materials Information Form (HMIF) for the project is provided as Attachment F. The HMIF contains a description of how hazardous materials are stored and handled on-site, including the storage of hazardous materials within fire-rated storage cabinets, separated by hazard class. The applicant indicates that the storage areas would be monitored by City staff and required inspections would be performed. The proposed project would not produce any chemical waste. The HMIF includes a discussion of the applicant's intended training plan, which encompasses the handling of hazardous materials and waste, as

well as how to respond in case of an emergency. The applicant indicates that the procedures for notifying emergency response personnel and outside agencies are kept in the site's emergency response plan. A complete list of the types of chemicals is included in Attachment G.

Staff has included recommended conditions of approval that would limit changes in the use of hazardous materials, require a new entity to submit a chemical inventory to seek compliance if the existing use is discontinued, and address violations of other agencies in order to protect the health and safety of the public.

Agency review

The Menlo Park Fire Protection District, City of Menlo Park Building Division, West Bay Sanitary District, and San Mateo County Environmental Health Services Division were contacted regarding the proposed use and storage of hazardous materials on the project site. Each entity found the proposal to be in compliance with all applicable standards (Attachment H). Menlo Park Fire Protection District indicated that the applicant would be subject to initial and ongoing annual fire district permit and inspection requirements. The San Mateo County Environmental Health Services Division approval requests that applicant update its hazardous materials business plan within 30 days of the storage of aqueous ammonia on site. Both of these are relatively typical comments that would be ensured through standard condition 3e.

Correspondence

Staff has not received any correspondence on the proposed project.

Conclusion

Staff believes that the proposed use and quantities of hazardous materials would be safe and appropriate for the purposes of providing emergency water service. The HMIF and chemical inventory include a discussion of the applicant's training plan and protection measures in the event of an emergency. Relevant agencies have indicated their approval of the proposed hazardous materials uses on the property. The proposed project would have a limited visual impact. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

The project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines. The overall well project was subject to a Mitigated Negative Declaration (SCH #2016042078) and Mitigation Monitoring and Reporting Program, which were adopted by the City Council on June 7, 2016.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Public notification also consisted of publishing a notice in the local newspaper and notification by mail of owners and occupants within a 1,320-foot (quarter-mile) radius of the subject property.

Appeal Period

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

Attachments

A. Recommended Actions
B. Location Map
C. Hyperlink: Planning Commission Staff Report, July 25, 2016: https://www.menlopark.org/DocumentCenter/View/10820
D. Project Plans
E. Project Description Letter
F. Hazardous Materials Information Form
G. Chemical Inventory
H. Hazardous Materials Agency Referral Forms

Disclaimer

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

Exhibits to Be Provided at Meeting

None

Report prepared by:
Matt Pruter, Associate Planner

Report reviewed by:
Thomas Rogers, Principal Planner

333 Burgess Drive – Attachment A: Recommended Actions

LOCATION: 333 Burgess Drive	**PROJECT NUMBER:** PLN2018-00025	**APPLICANT:** City of Menlo Park	**OWNER:** City of Menlo Park

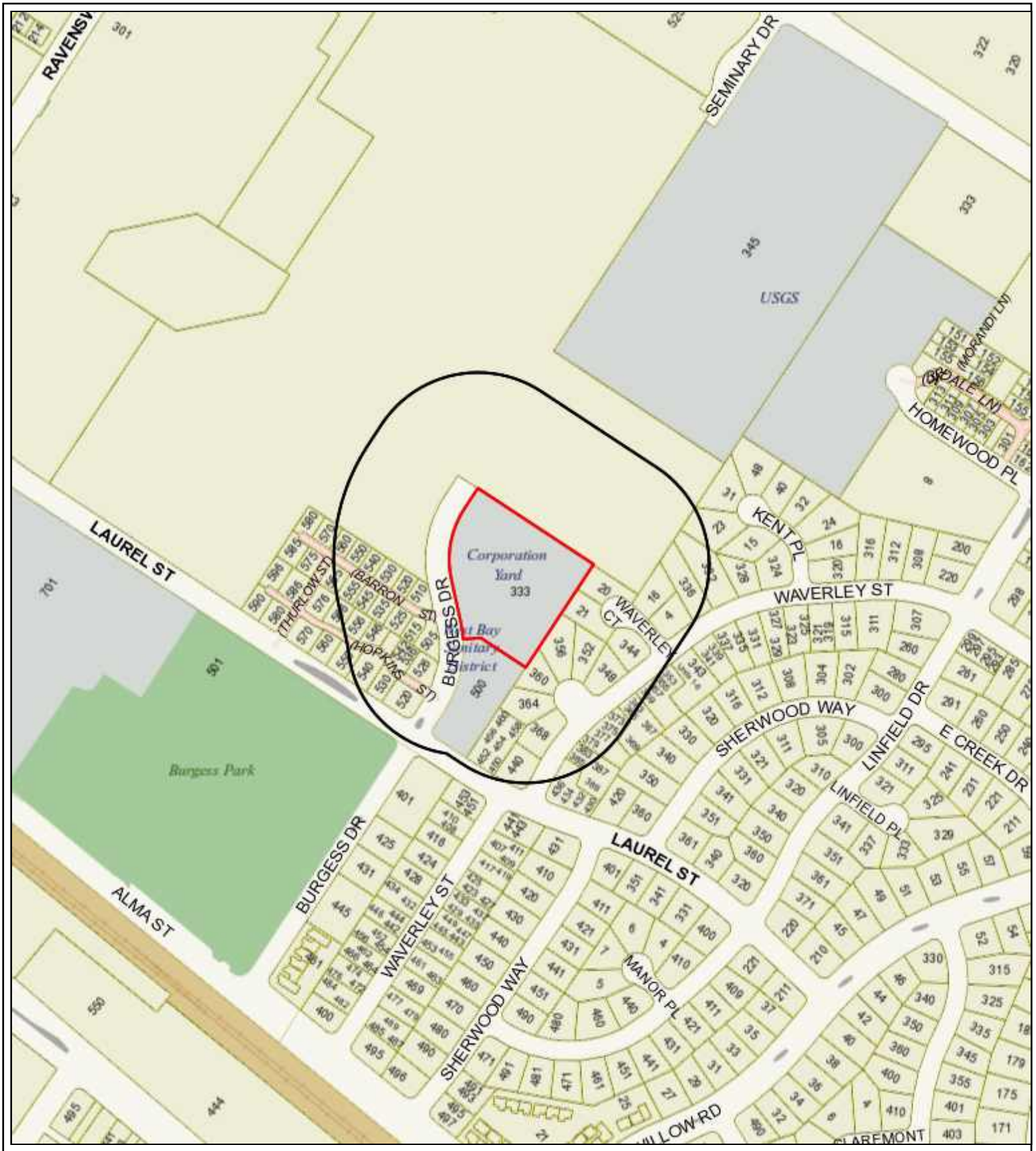
PROPOSAL: Request for a use permit revision to use and store hazardous materials on site for use with an emergency well previously permitted at the City's Corporation Yard. The materials will either be stored within an existing building or within a separate storage tank on site and will be used to help ensure safe drinking water during an emergency. The subject site is located in the P-F (Public Facilities) zoning district.

DECISION ENTITY: Planning Commission	**DATE:** May 14, 2018	**ACTION:** TBD

VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)

ACTION:

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following ***standard*** conditions:
    a. Development of the project shall be substantially in conformance with the plans consisting of nine plan sheets, project description letter, and hazardous materials information form prepared by the City of Menlo Park, dated received April 6, 2018, and approved by the Planning Commission on May 7, 2018, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
    b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
    c. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. If there is an increase in the quantity of hazardous materials on the project site, a change in the location of the storage of the hazardous materials, or the use of additional hazardous materials after this use permit is granted, the applicant shall apply for a revision to the use permit.
    d. If there is an increase in the quantity of hazardous materials on the project site, a change in the location of the storage of the hazardous materials, or the use of additional hazardous materials after this use permit is granted, the applicant shall apply for a revision to the use permit.
    e. Any citation or notification of violation by the Menlo Park Fire Protection District, San Mateo County Environmental Health Department, West Bay Sanitary District, Menlo Park Building Division or other agency having responsibility to assure public health and safety for the use of hazardous materials will be grounds for considering revocation of the use permit.
    f. If the entity discontinues operations at the premises, the use permit for hazardous materials shall expire unless a new entity submits a new hazardous materials information form and chemical inventory to the Planning Division for review by the applicable agencies to determine whether the new hazardous materials information form and chemical inventory are in substantial compliance with the use permit.



City of Menlo Park

Location Map

333 Burgess Drive

Scale: 1:4,000 | Drawn By: MAP | Checked By: THR | Date: 5/7/2018 | Sheet: 1

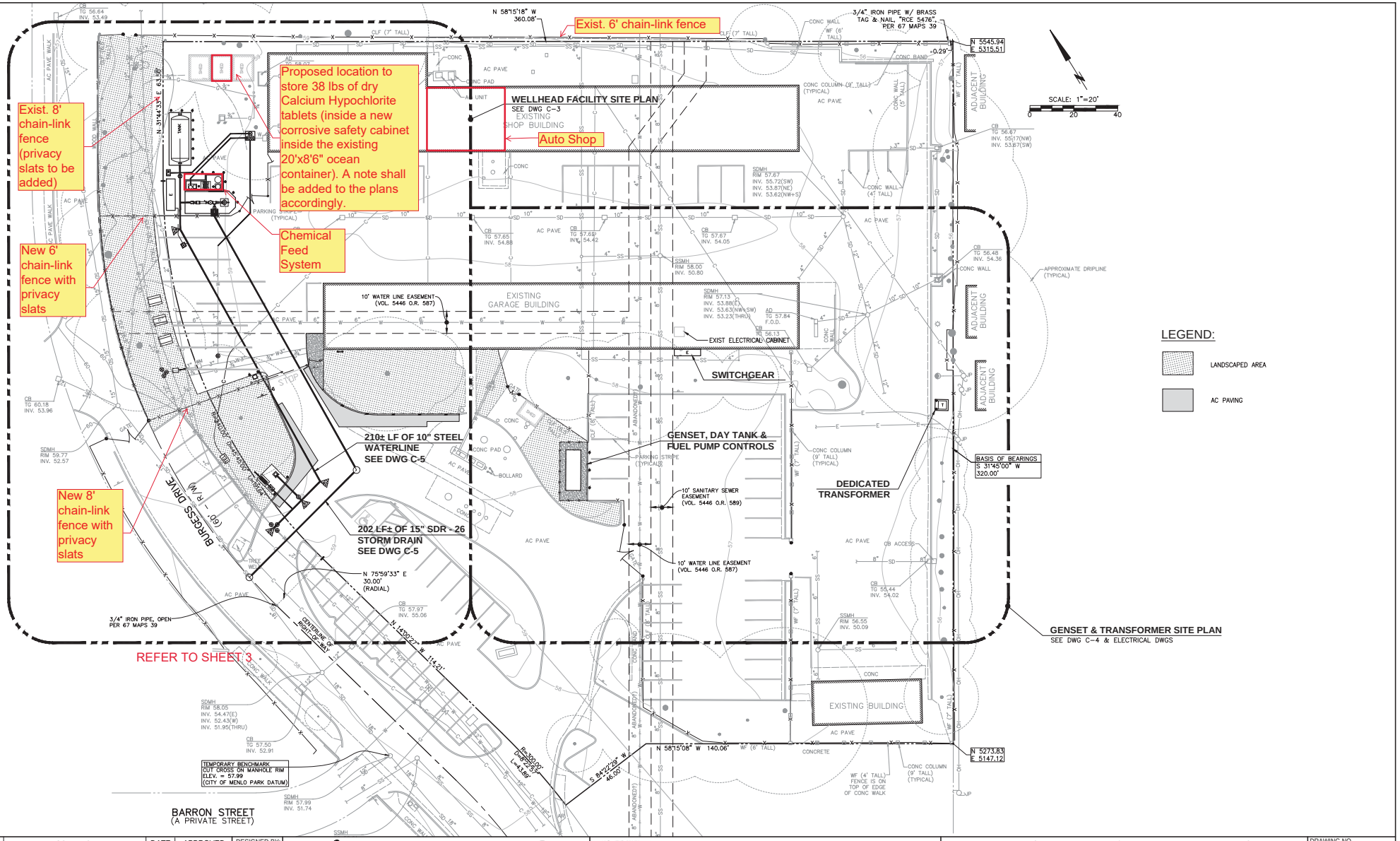
Area Plan

ATTACHMENT D

Area containing well, chemical feed system, hydropneumatic tank, storage shed, and electrical cabinet.

D1

SHEET 1



NO.	DESCRIPTION	DATE	APPROVED

DESIGNED BY: DM
DRAWN BY: BC
CHECKED BY: AG

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ARTC M. GREER No. C68339 Exp. 09-30-19 CIVIL STATE OF CALIFORNIA
12-19-17
DATE

CITY OF MENLO PARK
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701 LAUREL STREET, MENLO PARK, CA 94025-3483
PHONE (650) 330-6740 FAX (650) 327-5497

EMERGENCY WATER SUPPLY WELL FACILITY
AT CITY CORPORATION YARD. 333 BURGESS DR

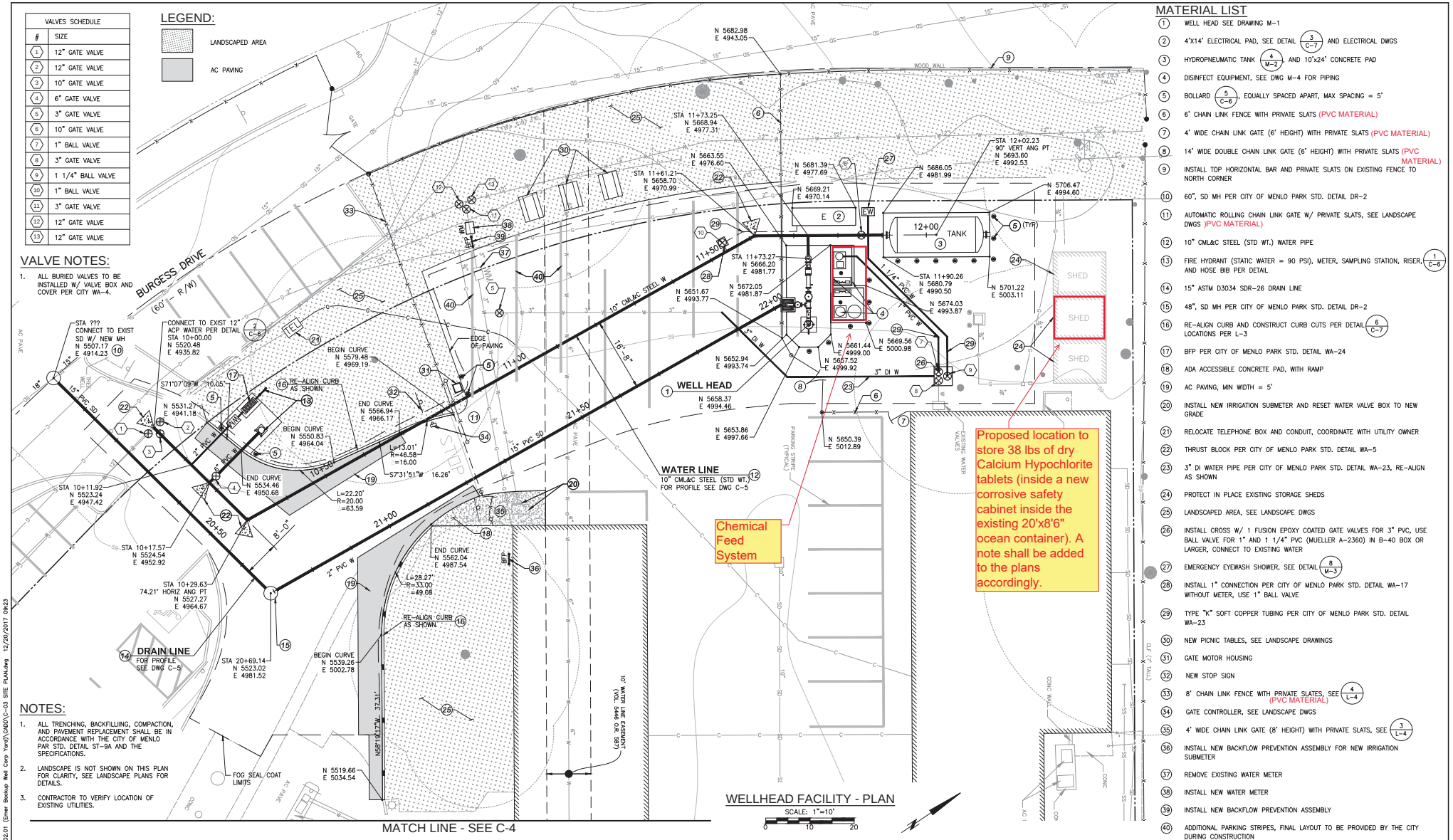
IMPROVEMENT SITE PLAN

DRAWING NO. C-2
SHEET NO. 6 OF 34
CLIENT JOB NO. 77012

SHEET 2

P:\Projects\MENL (0060)\0002.01 (Emer Backup Well Comp Yard)\CADD\C-02 SITE IMPROVEMENT PLAN.dwg 12/20/2017 09:18

D2



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EMERGENCY WATER SUPPLY WELL FACILITY
AT CITY CORPORATION YARD. 333 BURGESS DR

WELL HEAD FACILITY SITE PLAN

DRAWING NO. C-3
SHEET NO. 7 OF 34
CLIENT JOB NO. 77012

SHEET 3

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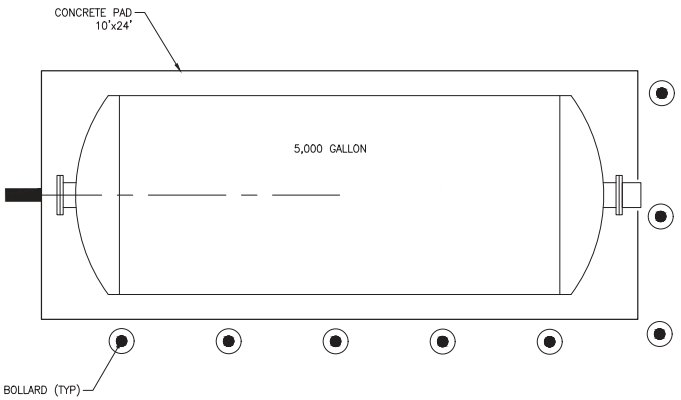
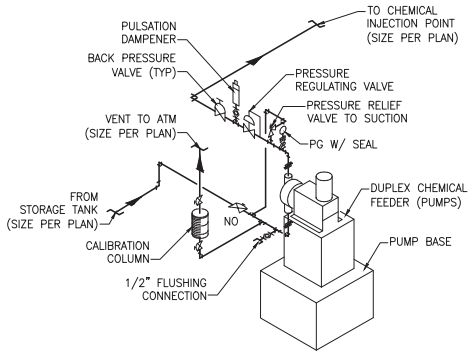
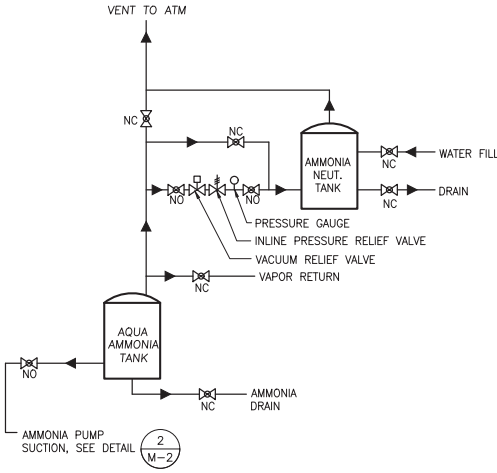




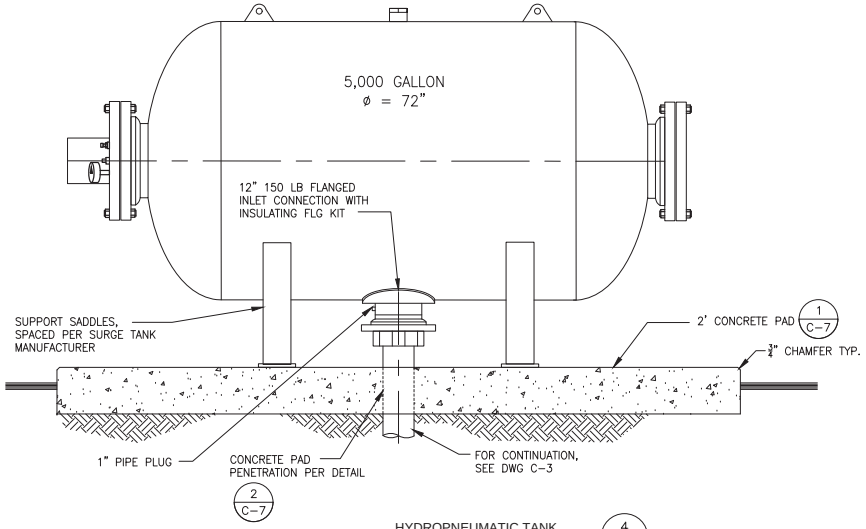
NOTES:

1. CHLORINE & AMMONIA SYSTEMS TO BE DUPLEX, MOUNTED IN WEATHER PROOF ENCLOSURE

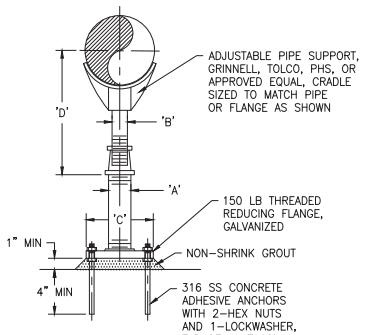
CHEMICAL FEED PUMP PIPING SCHEMATIC (2) — SCALE: NTS



AMMONIA PIPING MECHANICAL SCHEMATIC (3) — SCALE: NTS



HYDROPNEUMATIC TANK (4) — SCALE: NTS



ADJUSTABLE PIPE SUPPORT (1) — SCALE: NTS

ADJUSTABLE PIPE SUPPORT
APPROXIMATE DIMENSIONS IN INCHES

PIPE SIZE	'A'	'B'	'C'	'D' MINIMUM	'D' MAXIMUM
2-1/2	2-1/2	1-1/2	9	8	11-1/2
3	2-1/2	1-1/2	9	8-1/2	11-3/4
3-1/2	2-1/2	1-1/2	9	8-1/2	12
4	3	*2-1/2	9	10-1/4	14
6	3	*2-1/2	9	11-5/8	15-1/4
8	3	*2-1/2	9	13-5/8	16-1/2
10	3	*2-1/2	9	14-5/8	18-1/4
12	3	*2-1/2	9	15-5/8	19-3/4
14	4	3	11	18-7/8	20-3/4
16	4	3	11	19-7/8	22-1/4
18	6	3-1/2	13-1/2	21-1/4	24
20	6	3-1/2	13-1/2	23-1/4	25-1/2
24	6	4	13-1/2	26-1/2	28-1/4
30	6	4	13-1/2	29-5/8	31-1/2
32	6	4	13-1/2	30-5/8	32-3/4
36	6	4	13-1/2	32-5/8	34-3/4

* DENOTES REFERENCE TO MANUFACTURER

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EMERGENCY WATER SUPPLY WELL FACILITY
AT CITY CORPORATION YARD. 333 BURGESS DR

MECHANICAL DETAILS
For Reference Only

DRAWING NO. M-2
SHEET NO. 13 OF 34
CLIENT JOB NO. 77012

SHEET 4

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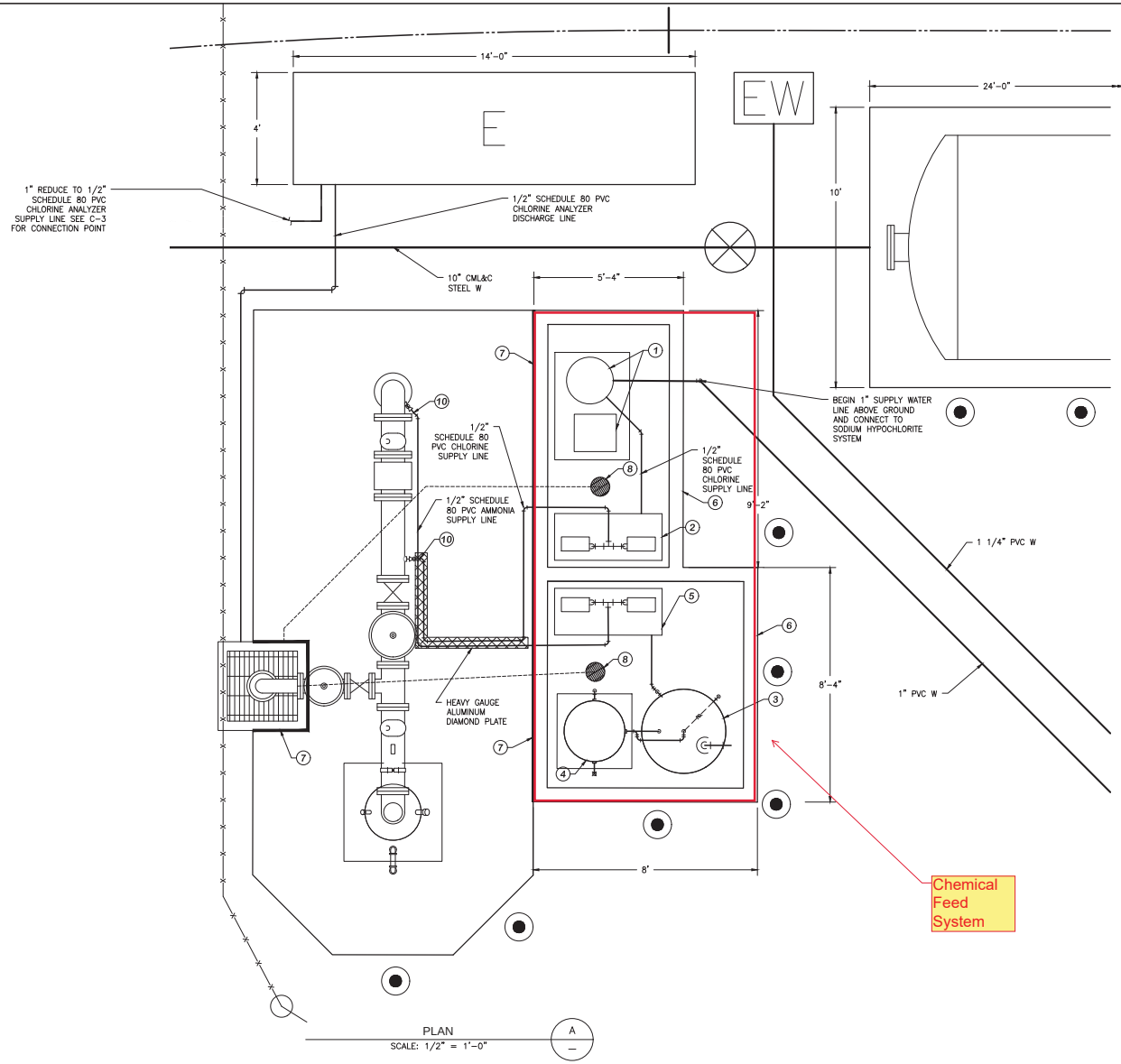
D4



MATERIAL LIST

1. CALCIUM HYPOCHLORITE SYSTEM
2. HYPOCHLORITE INJECTION PUMPS, SEE DETAIL 2/M-2
3. AMMONIA STORAGE TANK, SEE DETAIL 3/M-2
4. AMMONIA NEUTRALIZATION TANK
5. AMMONIA INJECTION PUMPS, SEE DETAIL 2/M-2
6. SEE DETAIL 4/C-7 AND NOTE 2
7. 1/2" EXPANSION JOINT
8. MUD VALVE, SEE DETAIL 5/C-7
9. NOT USED
10. FLEXIBLE HOSE BY INJECTOR SUPPLIER

NOTES:

1. LABEL ALL EXPOSED PIPING AS TO ITS CONTENTS, INCLUDING WATER, AIR AND INERT GASES, LABELS SHALL BE VISIBLE FROM FLOOR LEVEL AND BE PLACED EVERY 20 FEET OR CHANGE IN PIPE DIRECTION.
2. AMMONIA AND HYPOCHLORITE SYSTEM TO HAVE SEPARATE CONTAINMENT PADS, SHALL BE CONSTRUCTED WITH A TOP OF CURB ELEVATION 1 INCH LOWER THAN THE TOP OF PAD ELEVATION OF THE WELL PAD.
3. MOUNT EQUIPMENT AND TERMINATE CONDUITS ABOVE CURB HEIGTH.
4. MIN DEPTH FOR BURIED 1/2", 1" AND 1 1/4" LINES = 2'

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EMERGENCY WATER SUPPLY WELL FACILITY
AT CITY CORPORATION YARD. 333 BURGESS DR

DISINFECTION SYSTEM MECHANICAL PLAN
For Reference Only

DRAWING NO. M-4
SHEET NO. 15 OF 34
CLIENT JOB NO. 77012

SHEET 5

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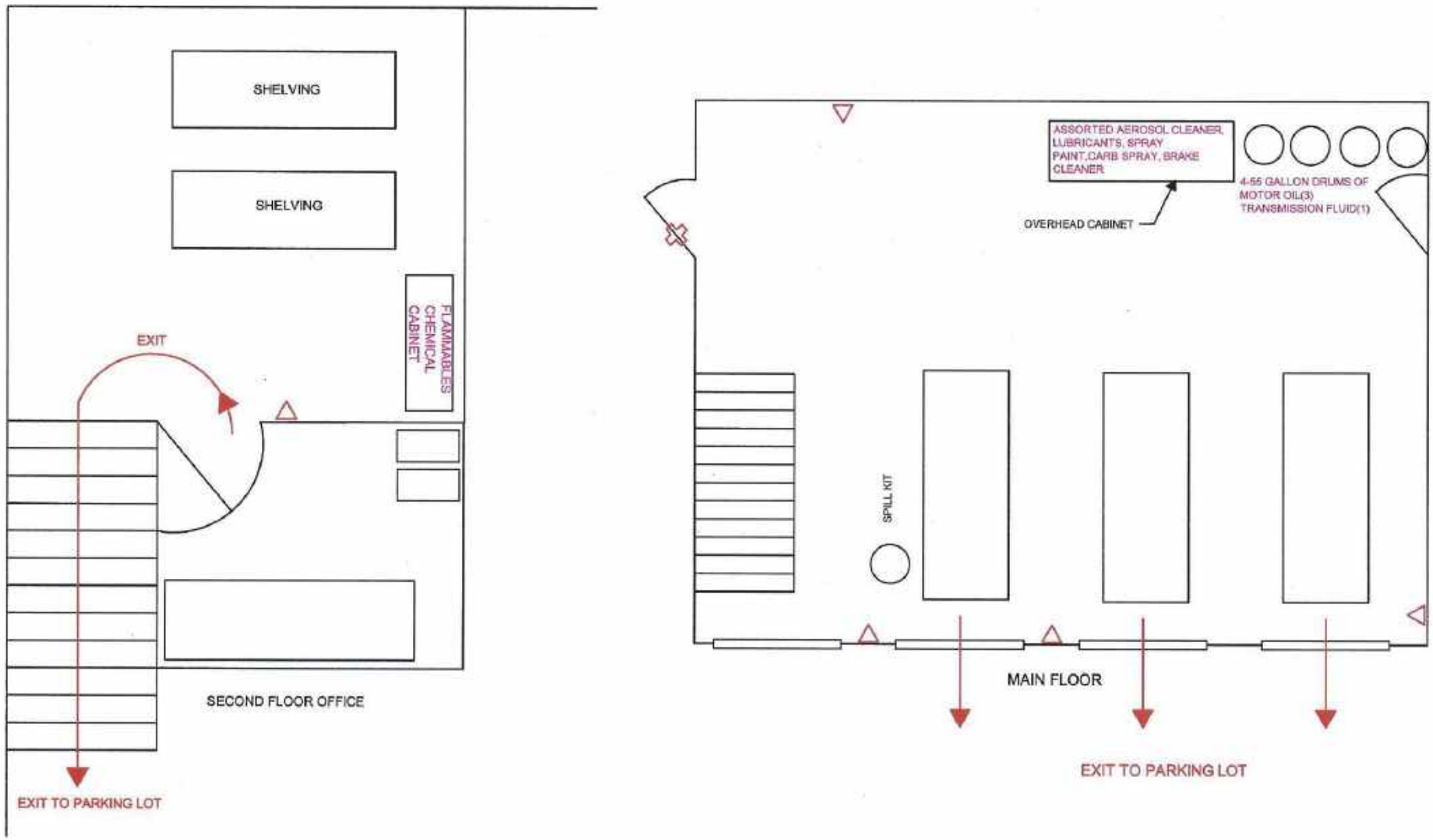

FIRE EXTINGUISHER

FIRST AID KIT

CITY OF MENLO PARK

CITY OF MENLO PARK

CORP YARD_AUTO SHOP
HAZARDOUS MATERIALS STORAGE
& FIRE EXTINGUISHERS

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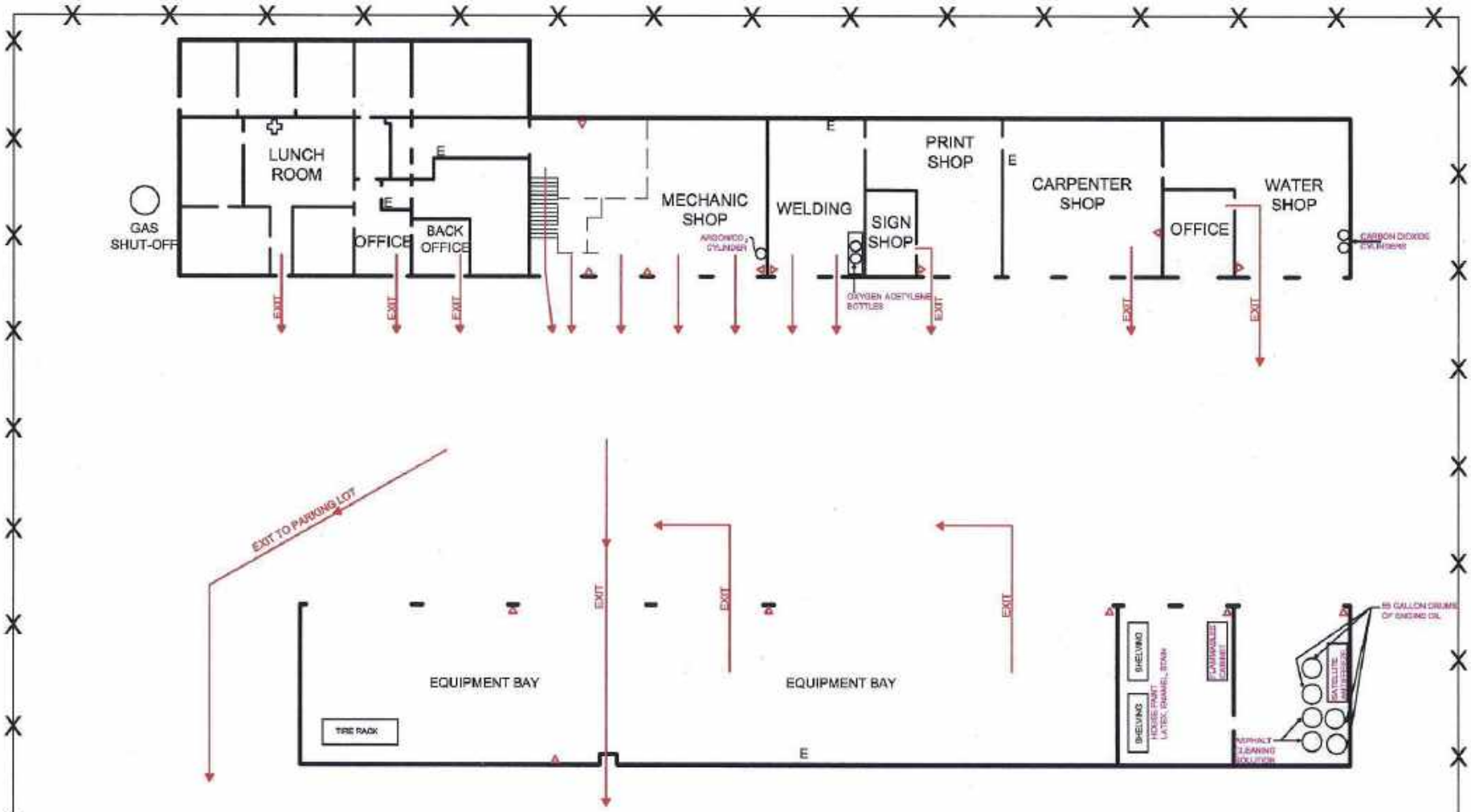
For Reference Only - SHEET 6



CITY OF MENLO PARK

333 BURGESS DRIVE
CORP YARD
AUTOSHOP

For Reference Only - SHEET 7

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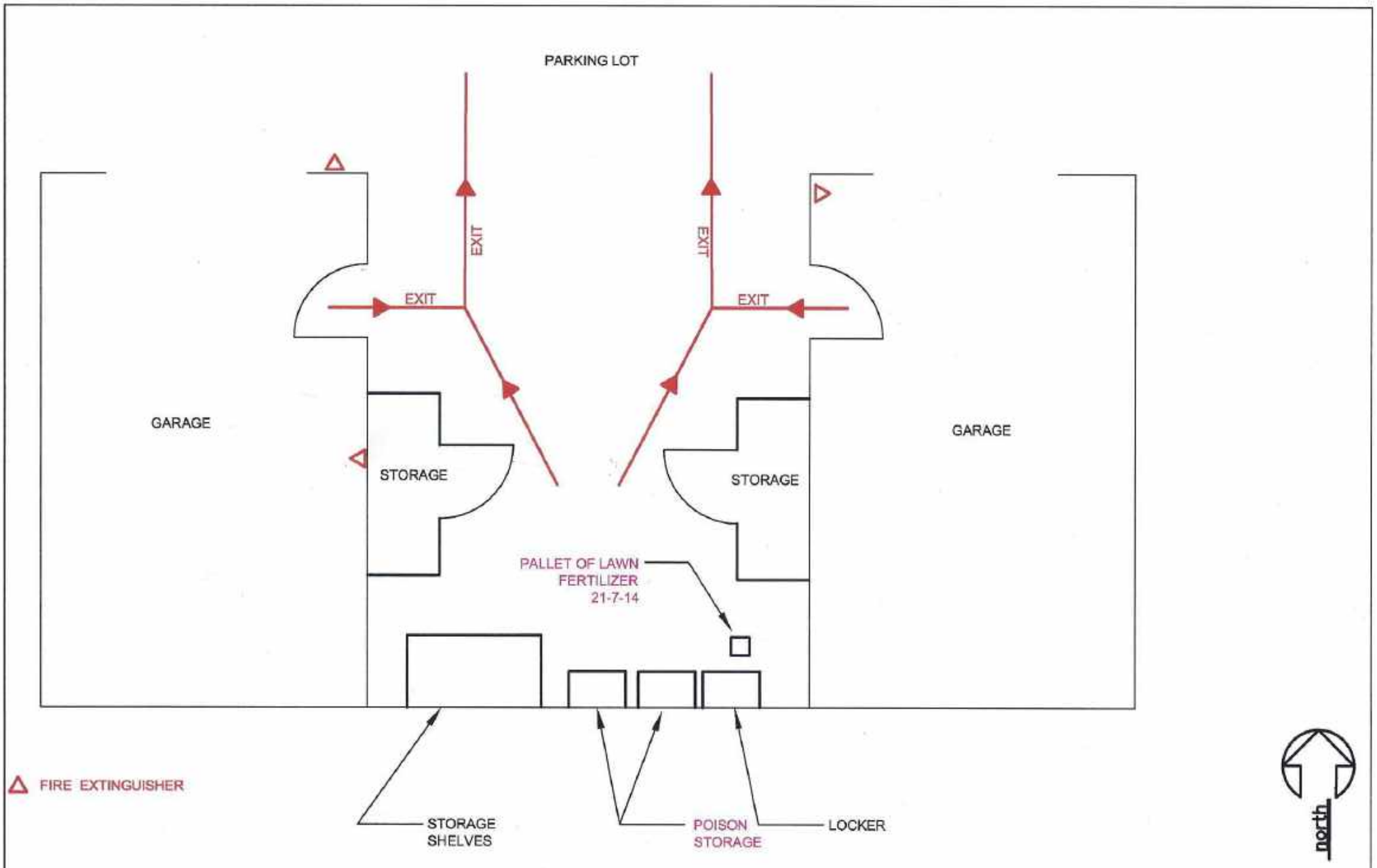
D7



CITY OF MENLO PARK

333 BURGESS DRIVE
CORP YARD
PARKS DEPT. SHED For Reference Only - SHEET 8

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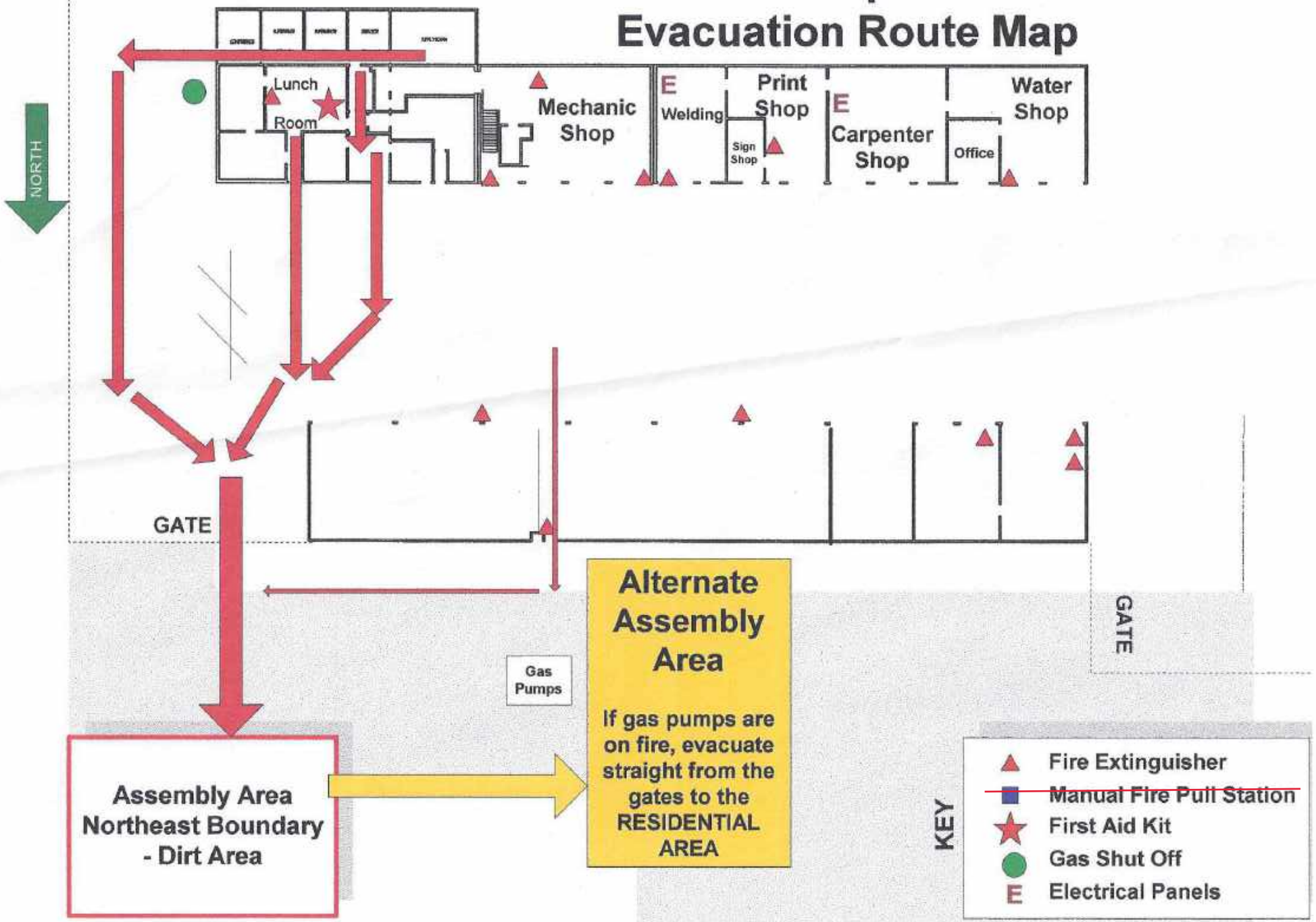
D8

Menlo Park Corporation Yard
Evacuation Route Map



D9

For Reference Only - SHEET 9

Water Supply Backup Well
City Corporation Yard, 333 Burgess Dr.

Project Description

Background

Menlo Park Municipal Water (MPMW) provides water to approximately 16,000 customers through 2,300 service connections within two service areas: the lower zone located east of El Camino Real and the upper zone located in the Sharon Heights area. MPMW purchases all of its water from the San Francisco Public Utilities Commission's (SFPUC) Hetch Hetchy system. There are no storage facilities or secondary water supplies for the lower zone, and as a result, residents and businesses could be without water immediately for an undetermined period due to earthquake or other emergency that interrupts the availability of the SFPUC supply. Studies indicate that MPMW could be without water for as long as 20-30 days while SFPUC repairs the damages.

The Water Supply Backup Well project goal is to provide 3,000 gallons per minute which can be met by constructing 2 to 3 backup wells. The Corporation Yard Well is the first of these wells.

The Corp Yard Well project consists of constructing the well facility (utility lines, emergency generator, discharge and pressure vessel piping, submersible deep well pump, hydropneumatic tank, chemical feed system, drain facilities improvements, and eye wash station), civil site improvements, landscaping and irrigation improvements, electrical and telemetry improvements, and systems start-up and testing. The first phase of construction, drilling the well, was completed in March 2017, and it was determined that the well discharge rate is 1,500 gpm. This final phase will construct the remaining well facilities.

To ensure the well is operating properly, MPMW will run the well monthly, at a minimum. This water will not be placed into the water system's distribution system, but will be used for other City purposes: watering landscapes, vehicle washing, and/or street cleaning.

To provide security for the well facility, the project includes a new front entrance 8' chain-link fence with privacy slats and automatic gate with key pad, and the well facility will be completely enclosed behind the main Corp Yard fence behind a new 6' chain-link fence with privacy slats.

Chemical Feed System

For a detailed explanation of the chemical feed system, and how it operates, see Attachment A for a technical memo that describes the system in detail, a system diagram, and equipment spec sheets.

Chemicals Used in the Chemical Feed System

Chemical	Consumption at 1,500 GPM	System Storage	System Storage at 1,500 GPM
Calcium Hypochlorite Briquettes	27.8 lbs/day	62 lbs	2.2 days
Aqueous Ammonia[1]	2.4 gal/day	60 gal (useable)	25 days

[1] Filling of aqua ammonia is via a closed system: delivery truck equipped with double-walled till and vapor return pipes.

Chemical Storage

The City plans to store additional calcium hypochlorite briquettes onsite.

Chemical	Amount to be Stored	Storage Location
Calcium Hypochlorite Briquettes	~ 38 lbs.	The briquettes shall be stored within a corrosive storage cabinet[1] (approximately 65"x23"x18" steel) by itself with no other substances or items. The cabinet shall be placed inside the existing 20'x8.5' ocean container[2] (steel with corrugated walls, wooden floor), located in the NW corner of the Corp Yard near the chemical feed system, and it shall not store incompatibles.
Aqueous Ammonia	None	N/A

[1] See Attachment B for storage cabinet specification.
[2] See Attachment C for ocean container specification.

Chemical Replenishment

The project's specifications identify the Constant Chlor Calcium Hypochlorite Feed System (manufactured by Lonza), and Lonza recommends using only Constant Chlor Plus Calcium Hypochlorite Briquettes in the feed system. In order to maintain the 12-month warranty period on the equipment after the City's acceptance of the project, the City intends to use, at a minimum, the Constant Chlor Plus Calcium Hypochlorite Briquettes for the initial 12-month period.

Calcium Hypochlorite Suppliers

Company	Product	Comments
Ryan Process Inc. 511 First St. Benicia, CA 94510 Contact: Steve Alton steve@ryanprocess.com 925-837-0670, x103	Constant Chlor Plus Briquettes, by Lonza 1-1/4" size 50 lb. buckets (~16"x12" diam) Meets NSF Listed Standard 60, Drinking Water Additive	Ships from Los Angeles (1-2 days) Product brochure Safety Data Sheet (see Attachment D) Will use this product during the 12-month warranty period.
R & B Company 939 Broadway Redwood City, CA 94063 Contact: Les Sharp lsharp@rbcompany.com 650-366-3833 office	CCH Commercial Dry Chlorinator Tablets 1" size 5 lb. pails (12"x5" diam) Meets NSF Listed Standard 60, Drinking Water Additive	In-stock, 4 miles away Safety Data Sheet Can use this product after the 12-month warranty period.
Environmental Compliance Resources LLC 1903 S. Greeley Highway, No. 307 Cheyenne, WY 82007 Contact: Todd White todd@ecr-world.com 307-529-1278 office	Aquafit AS1 Tablets 1.18" size 50 lb. buckets (~16"x12" diam) Meets NSF Listed Standard 60, Drinking Water Additive	Ships from Merced, CA (1-2 days) Safety Data Sheet (see Attachment E) Can use this product after the 12-month warranty period.

Aqueous Ammonia

Company	Product	Comments
Hill Brothers 410 Charcot Ave. San Jose, CA 95131 Contact: Ron Marlett Rmarlett@hillbrothers.com 800-257-1920 office 408-421-0042 cell Order desk: 800-257-1920 Order desk email: hborders@hillbrothers.com	Aqua Ammonia They manufacture so product is always available.	In-stock Will deliver via 1" hose, hook up directly to ammonia tank Safety Data Sheet Turnaround 1-2 business days

Sheets (attached):

1. Area Plan
2. Improvement Site Plan
3. Well Head Facility Site Plan
4. Mechanical Details
5. Disinfection System Mechanical Plan
6. Corp Yard Auto Shop Hazardous Materials Storage and Fire Extinguishers
7. 333 Burgess Drive Corp Yard Autoshop
8. 333 Burgess Drive Corp Yard Parks Dept. Shed
9. Menlo Park Corporation Yard Evacuation Route Map

COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION
701 Laurel Street
Menlo Park, CA 94025
phone: (650) 330-6702
fax: (650) 327-1653
planning@menlopark.org
http://www.menlopark.org

RECEIVED
MAR 08 2018
CITY OF MENLO PARK
PLANNING DIVISION

HAZARDOUS MATERIALS INFORMATION FORM

In order to help inform City Staff and the external reviewing agencies, the Planning Division requires the submittal of this form, If the use permit application is approved, applicants are required to submit the necessary forms and obtain the necessary permits from the Menlo Park Fire Protection District, San Mateo County Environmental Health Services Division, West Bay Sanitary District, and other applicable agencies. Please complete this form and attach additional sheets as necessary.

1. List the types of hazardous materials by California Fire Code (CFC) classifications. This list must be consistent with the proposed Hazardous Materials Inventory Statement (HMIS), sometimes referred to as a Chemical Inventory. (The HMIS is a separate submittal.)

   See attached.

2. Describe how hazardous materials are handled, stored and monitored to prevent or minimize a spill or release from occurring (e.g., secondary containment, segregation of incompatibles, daily visual monitoring, and flammable storage cabinets).

   Chemical Feed System
   The chemical feed system will blend a proportional quantity of chlorine and ammonia to chloraminate the well water. Chlorine will be provided by a dry calcium hypochlorite briquette system, which produces a low concentration chlorine solution that is injected into the well discharge pipeline. Ammonia will be provided by direct injection of aqueous ammonia which will be delivered and stored within the facility.

   The facility will consist of a calcium hypochlorite system, a hypochlorite injection enclosure, chlorine analyzer, ammonia storage tank, ammonia neutralization tank, and ammonia injection enclosure. The chlorine analyzer will be installed at the chlorine injection pump enclosure and the signal sent to the programmable logic controller (PLC), which uses a flow meter signal to adjust the rate of the chlorine injection pump to maintain the desired residual. If the chlorine residual becomes too high or too low, the well pump is shut down and corrective action will be required by City staff. Other safety measures include secondary containment areas and an emergency eye wash/shower.

   For details on the system and how it operates, refer to the February 2018 Technical Memo – Chemical Feed System (see Attachment A).

Calcium Hypochlorite Briquettes

The capacity of the hypochlorite system's storage reservoir is 62 pounds of dry calcium hypochlorite briquettes. Based upon the well discharge rate of 1,500 gpm, and a desired chlorine residual of 1 ppm, the expected briquette consumption is approximately 27.8 pounds per day (PPD). At this rate, the capacity of the storage reservoir, if the well is continuously used, will last approximately 2.2 days before refilling is necessary. (The well water will be used for backup when the SFPUC wholesale water is low or unavailable.)

Hypochlorite briquettes are available from suppliers in 50 pound containers. The City will order 100 pounds at a time (to fill the hypochlorite's system's storage reservoir with 62 pounds, and store the remaining 38 pounds of dry calcium hypochlorite briquettes nearby). The remaining 38 pounds shall be stored in its original container, inside a corrosive storage cabinet (approximate 65"x23"x18" steel) placed within an existing 20'x8'6" ocean container (steel with corrugated walls, wooden floor) located on Corp Yard property. No other items will be stored inside the corrosive storage cabinet, and the cabinet shall be kept away from liquids and other incompatibles. City personnel shall use personal protective equipment (PPE) such as chemical safety goggles and gloves when handling the briquettes.

Aqueous Ammonia

The chemical feed system's ammonia storage tank shall be an ASME code pressure vessel, manufactured of 316 stainless steel, with a minimum design pressure of 30 psi. As an added protection against the development or escape of ammonia vapor, a scrubber (neutralization tank) will be installed. The ammonia storage tank will have a pressure relief connection and an overflow connection that is connected directly to the scrubber. The scrubber is filled with water, and when ammonia vapor is introduced, the vapor is quickly absorbed into the water. The scrubber has a vent connection which allows additional ammonia vapor to escape and allows air into the scrubber to prevent the creation of a vacuum. For protection against spills, both the ammonia storage tank and scrubber shall be installed within a secondary containment area to contain at least 125% of the full volume of the storage tank. If cleanup is necessary, City personnel shall use PPE such as self-contained breathing apparatus', chemical safety goggles, rubber aprons, and gloves.

Ammonia shall be delivered to the site via a closed loop system: as ammonia is pumped into the storage tank, the vapor in the empty space of the tank is forced out and sent back to the delivery truck. The 75-gallon storage tank shall be filled with approximately 60 gallons which will last 20 days if the well is continuously used. Ammonia shall not be stored elsewhere on site.

3. Identify the largest container of chemical waste proposed to be stored at the site. Please identify whether the waste is liquid or solid form, and general safeguards that are used to reduce leaks and spills.

   The well's chemical feed system will not produce any chemical waste.

4. Please explain how hazardous waste will be removed from the site (i.e. licensed haulers, or specially trained personnel).

City personnel are trained annually and will remove any hazardous waste. See Attachment F, the current Hazardous Materials Business Plan. This plan shall be updated once the well facility is constructed.

5. Describe employee training as it pertains to the following:

    a. Safe handling and management of hazardous materials or wastes;
    b. Notification and evacuation of facility personnel and visitors;
    c. Notification of local emergency responders and other agencies;
    d. Use and maintenance of emergency response equipment;
    e. Implementation of emergency response procedures; and
    f. Underground Storage Tank (UST) monitoring and release response procedures.

    All employees that work at the City's Corporation Yard receive annual training for internal alarm/notification, evacuation/re-entry procedures & assembly point locations, emergency incident reporting, external emergency response organization notification, location and contents of Emergency Response/Contingency Plan, and facility evacuation drills. All employees that handle, store, and dispose of hazardous materials receive annual training on safe methods for handling and storage of hazardous materials, locations and proper use of fire and spill control equipment, spill procedures/emergency procedures, specific hazards of each chemical they may be exposed, and handling hazardous waste. See Attachment F, the current Hazardous Materials Business Plan. This plan shall be updated once the well facility is constructed.

6. Describe documentation and record keeping procedures for training activities.

    Training records are maintained at the Corporation Yard as follows:
    - Current employees' training records.
    - Former employees' training records.
    - Training Program – written description of training.
    - Description and documentation of facility emergency response drills.

    See Attachment F, the current Hazardous Materials Business Plan. This plan shall be updated once the well facility is constructed.

7. Describe procedures for notifying onsite emergency response personnel and outside agencies (e.g. Fire, Health, Sanitary Agency-Treatment Plant, Police, State Office of Emergency Services "OES") needed during hazardous materials emergencies.

    See Attachment F, the current Hazardous Materials Business Plan.

8. Describe procedures for immediate inspection, isolation, and shutdown of equipment or systems that may be involved in a hazardous materials release or threatened release.

    See Attachment F, the current Hazardous Materials Business Plan.

9. Identify the nearest hospital or urgent care center expected to be used during an emergency.

    Stanford Medical Center, 300 Pasteur Drive, Palo Alto, CA
    650-723-5111

City of Menlo Park
Design and Environmental Review for
Emergency Backup Well Facility at City Corporation Yard

TECHNICAL MEMORANDUM NO. 3

Date: February 2018 – **Second Draft**

Subject: **CHEMICAL FEED SYSTEM**

Prepared By: David Maher, P.E.
Reviewed By: Aric Gnesa, P.E.
Preston Lewis, P.E.

Attachments: Hypochlorite System Data Sheet
Diaphragm Metering Pump Data Sheet

PURPOSE

The purpose of this memorandum is to describe the chemical feed system for the proposed emergency potable water supply well at the City of Menlo Park Corporation Yard. The memorandum will define the components of the system, recommend sizing of storage and dosing facilities to match the maximum anticipated production of the well, and select materials compatible with the chemicals to be utilized. Consistent with the current water supply in the City of Menlo Park, the chemical feed system will apply chloramines by use of dry calcium hypochlorite and aqueous ammonia.

BACKGROUND

The City of Menlo Park plans to construct a potable water well at its Corporation Yard facility, located in the City's eastern service area at 333 Burgess Drive. The well is to be used in the case a natural disaster or other emergency disrupts the existing water supply. The City currently purchases 100% of its water from the San Francisco Public Utilities Commission (SFPUC) and the City has no storage facilities in its eastern service area. If the City's existing water supply is disrupted, the well will act as a secondary source to provide a portion of its typical water consumption to its customers.

The well discharge is expected to be within a range of 1000 to 1500 gallons per minute (gpm) based upon data gathered from a test hole at the Corporation Yard site and comparisons to other wells in the vicinity. The results of the testing can be found in the *Final Memorandum for Well Pump Selection Report* prepared by LUHDORFF AND SCALMANINI CONSULTING ENGINEERS, dated July 13, 2017. For the purposes of this report we shall assume a well output of 1,500 gpm to ensure the disinfection facilities can operate at or above the high end of the expected well discharge.

DISINFECTION FACILITIES

The water purchased from SFPUC is chloraminated. Adding only chlorine to chloraminated water can create disinfection byproducts (DBPs) and reduce the efficacy of disinfection if not managed properly; consequently the well water will also be treated with chloramine before being added to the distribution system. Preliminary data gathered from a test hole at the Corporation Yard indicates no additional treatment is expected; however, comprehensive water quality testing must be accomplished to verify the constituents of the well water are consistent with primary and secondary drinking water standards.

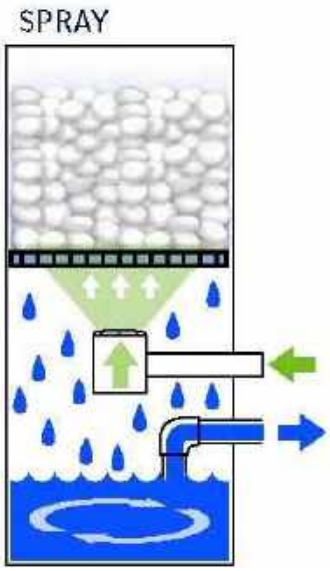
Chloramination involves blending a proportional quantity of chlorine and ammonia with the water to be disinfected. Adding excessive amounts of chlorine can create DBPs and significantly reduce the chlorine residual. Adding excessive amounts of ammonia can cause nitrification and promote the growth of nitrifying bacteria. By maintaining a ratio of 3:1 to 5:1 (chlorine to ammonia by weight), the potential concerns associated with chloramination are alleviated. Chlorine will be provided by a dry calcium hypochlorite briquette system, which produces a low concentration chlorine solution that is injected into the well discharge pipeline. Ammonia will be provided by direct injection of aqueous ammonia which will be delivered and stored onsite.

CALCIUM HYPOCHLORITE

Chlorine produced from dry calcium hypochlorite briquettes is advantageous because many of the safety concerns associated with transportation and storage of gaseous and liquid chlorine are alleviated. Hypochlorite briquettes are very stable and non-hazardous; however, personal protective equipment (PPE) such as chemical safety goggles and gloves should be used when handling the briquettes.

The briquette system operates by mixing water with the hypochlorite briquettes. As the briquettes break down, a low concentration chlorine solution, approximately 1.5%, is produced. A number of calcium hypochlorite briquette systems are available, but the system which typically creates the most accurate and consistent chlorine residual concentration is the Constant Chlor Plus MC4-50, manufactured by Lonza (see attached catalog cuts). In this system, the hypochlorite briquettes are placed on a raised bed (hopper) within a storage reservoir. Water from an external supply is then sprayed upward to the briquettes and as the briquettes break down, the resulting solution flows down into the bottom of the storage reservoir (see Figure 1 below). The chlorine solution is then injected into the discharge pipeline of the well. The rate at which the chlorine is injected is based upon the desired chlorine residual, typically 1 part per million (ppm) that could vary depending on water quality, and the flowrate of the well, which is monitored by a flow meter. The well system programmable logic controller (PLC) uses the flow meter signal to adjust the rate of the chlorine injection pump to maintain the desired residual.

The calcium hypochlorite briquette system is delivered to the site pre-manufactured and installed on a skid with approximate dimensions of 32-inch deep by 46-inch wide by 42-inch high. Included in the package is: the hypochlorite storage reservoir; a pump which continually circulates the chlorine solution; and a control panel which operates the system and maintains the chlorine solution concentration (see Figure 1 below). A 4-20 mA output signal from the hypochlorite system can be sent to the well PLC and then monitored via the City's SCADA system.



Dimensions: 32"D x 46"W x 42"H

Figure 1 – Calcium Hypochlorite System

The hypochlorite system requires the following connections:

- ½-inch water supply inlet
- ½-inch chlorine solution outlet
- Electrical input – 20 A @ 120VAC, single phase, 60 Hz

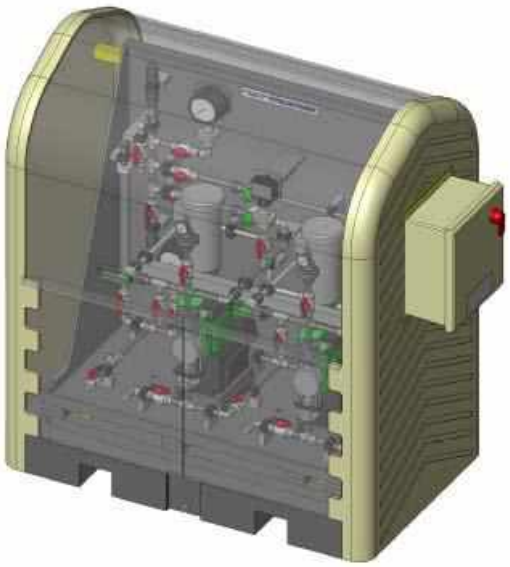
The capacity of the storage reservoir is 62 pounds (lbs) of dry calcium hypochlorite briquettes. The briquettes are a minimum of 65% chlorine by weight. Based upon the well discharge rate of 1,500 gpm, and a desired chlorine residual of 1 ppm, the expected briquette consumption is approximately 27.8 pounds per day (PPD); see Table 1 – Chlorine Consumption. At this rate, the capacity of the storage reservoir will last a little more than 2 days before refilling is necessary. Hypochlorite briquettes are available in 50 lb containers; to ensure the well can operate continuously during a supply disruption that lasts longer than 3 days, additional briquettes in sufficient quantities will need

to be stored onsite and maintenance staff will have to visit the site to refill the briquette storage reservoir. See the Operation and Maintenance Section below.

Table 1 – Chlorine Consumption

Flow Rate	Chlorine Consumption @ 1 ppm residual	Hypochlorite Briquette Consumption	Chlorine Solution Flow Rate	Briquettes Refilling Period (System capacity is 62 lb.)
gpm	PPD	lb/day	gph	days
1500	18.0	27.8	6.0	2.2
1250	15.0	23.1	5.0	2.7
1000	12.0	18.5	4.0	3.4

The injection equipment for the chlorine solution will include duplex diaphragm pumps mounted in a lockable enclosure. A figure of a typical enclosure is shown below. Duplex pumps are recommended for redundancy. Diaphragm pumps are recommended due to the pressure required to inject into the well discharge line, and because of the controls which are available standard with the pump. Diaphragm pumps have intrinsic two-way communication so that the pump can receive dosing commands from the control panel and allow the actual discharge rate of the pump to be monitored remotely. Also included in the enclosure will be the inlet, outlet, and interconnecting piping, isolation valves, calibration column, pulsation dampener, y-strainer, pressure gauge, back pressure valve, and pressure relief valve. The inlet, outlet, power, and signal connections to the chlorine injection system will penetrate the side or back of the enclosure so it can remain secured during operation.



Dimensions: 20”D x 46”W x 44”H

Figure 2 – Injection Pump Enclosure

The recommended piping associated with the chlorine injection system is Schedule 80 PVC due to its chemical compatibility. The solution will be injected into the well discharge downstream of the flow meter and check valve using a rubber tipped injector quill.

To monitor the chlorine residual and ensure the disinfection system is operating properly, a chlorine analyzer should be installed with the sample point downstream of the injection point. The analyzer can be installed in the chlorine injection pump enclosure and the signal sent back to the PLC. A membrane covered probe style chlorine analyzer is recommended as this style of analyzer is less expensive, provides equally accurate results as a bare probe, and is less maintenance intensive (see Figure 3 below). If the chlorine residual becomes too high or too low, the well pump is shut down and corrective action by City personnel will be required.

Dimensions: 3”D x 8”W x 8” H

Figure 3 – Chlorine Analyzer

AQUEOUS AMMONIA

The facilities necessary for aqueous ammonia (also commonly referred to as aqua ammonia or ammonium hydroxide) injection are a storage tank, scrubber (neutralization tank), and chemical feed system. Additional safety measures which should be installed for ammonia are secondary containment areas and an emergency eye wash/shower.

Aqua ammonia for water disinfection applications is typically produced at a concentration of 19%; however, it can be produced at concentrations between 13 and 30%. The liquid state is clear and colorless, but has a strong odor. Compared to anhydrous ammonia (ammonia gas), aqua ammonia is stable and nonflammable; however due to the relatively low vapor pressure of aqua ammonia,

ammonia gas is produced in small amounts when stored at atmospheric pressure. This vapor can ignite in the presence of flame or spark. To prevent vaporization (flashing), it is recommended to store aqua ammonia in an ASME code pressure vessel, manufactured of 316 stainless steel, with a minimum design pressure of 30 psi. Stainless steel is recommended because it is non-reactive with ammonia, can be manufactured to any size or dimension required, and can be seismically restrained without the use of external restraints. Aqua ammonia can also flash if the solution's temperature becomes elevated; however, because the ammonia facilities will be located outdoors and the climate of Menlo Park is relatively mild, this is not a concern.

As an added protection against the development or escape of ammonia vapor, a scrubber (neutralization tank) should also be installed at the well site. The ammonia storage tank will have a pressure relief connection and an overflow connection that is connected directly to the scrubber. The scrubber is filled with water, and when ammonia vapor is introduced, the vapor is quickly absorbed into the water. The scrubber has a vent connection which allows additional ammonia vapor to escape and allows air into the scrubber to prevent the creation of a vacuum. Human exposure to ammonia vapor in the concentrations anticipated at a facility of this size and type can cause a reaction that may be mildly irritating to the eyes and lungs. However, the vent to atmosphere will be located well above the height level to cause human exposure, and because ammonia vapor is lighter than air and the facilities are outdoors, the small amount of vapor which may be produced will dissipate quickly. There is very low risk to maintenance personnel and effectively no risk to the surrounding environment under normal conditions. The inherent risks involved in the storage of aqua ammonia will be addressed in the Hazardous Materials Business Plan (HMBP), which is required by the State of California Emergency Management Agency (CalEMA) when storing hazardous materials above specific quantity limits.

For protection against spills, both the ammonia storage tank and scrubber should be installed within a secondary containment area, which can be as simple as a concrete curb sized to contain at least 125% of the full volume of the storage tank. If a spill occurred, this would contain the solution until it can be safely removed. Again because the facilities are outdoors, there is very little risk to the general public, as the facilities will have security measures to prevent the entry of non-authorized individuals. However, in the case of a spill, the risk of inhaling vapors is elevated and clean-up crews should use PPE including a self-contained breathing apparatus, chemical safety goggles, rubber aprons and gloves.

The aqua ammonia storage tank will be filled via connections located for ease of accessibility by a delivery truck. Delivery trucks for aqua ammonia typically use a closed loop system; as ammonia is pumped into the storage tank, the vapor in the empty space of the tank is forced out and sent back to the delivery truck. This requires two (2) connections at the fill location, labeled as fill and vapor return. Per local fire code, each of these lines requires double walled pipe, including monitoring of the annular space between the inner and outer piping. If the fill location is not located adjacent to the storage tank due to delivery truck access, a secondary containment area (concrete curb) will also be required around the fill location. Additional storage tank connections required are a pressure relief

valve, vacuum recovery valve, level indicator, discharge connection, connection to the scrubber, and a tank drain. A figure of a typical ammonia storage tank is provided below.

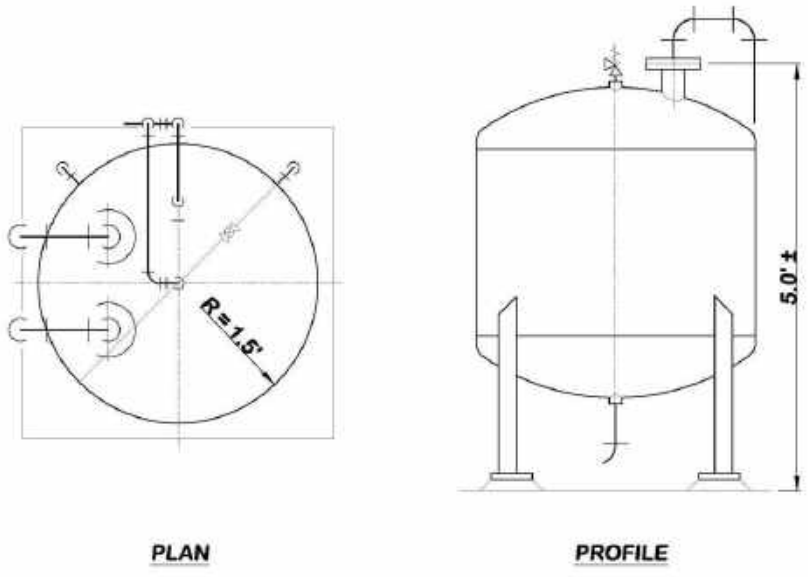


Figure 4 – Typical Ammonia Storage Tank – 75 Gallons

The ammonia injection equipment will be almost identical to the chlorine injection equipment (see Figure 2 above); however, the systems must be housed in separate enclosures to prevent mixing of chemicals. Ammonia will also be injected into the well discharge downstream of the flow meter and check valve using a rubber tipped injector quill. However, ammonia must be injected upstream of the chlorine injection point to prevent the creation of disinfection by-products; 12-inch separation between the ammonia and chlorine is adequate.

Based on a consumption rate of 18 PPD of chlorine, the expected consumption of ammonia, assuming a 4:1 chlorine to ammonia ratio, is 4.5 PPD; this is equivalent to 3 gallons per day of 19% aqua ammonia solution. Since this well will typically only be used during emergencies, it likely would not be used more than five (5) consecutive days. However, due to the well being permitted by DPH as an active well, and due to the cost per gallon for the storage tank, it is recommended to have at least a 20 day storage capacity. This equates to a tank volume of approximately 60 gallons. In addition, the storage tank should not be filled to maximum capacity, so a 75 gallon tank is recommended (see Figure 2 above for approximate dimensions). While only a minimal amount of ammonia will be used during normal operation or regular maintenance, long term storage of aqua ammonia is satisfactory because it does not degrade. However, the concentration of aqua ammonia may slowly decrease due to vaporization; if the stored liquid is more than one (1) year old, adjusting the chlorine to ammonia ratio to increase the ammonia dose will make up for the reduction in ammonia concentration (e.g., adjust chlorine to ammonia ratio from 4:1 to 3:1). See Operation and Maintenance section below for further discussion.

Table 2 – Aqua Ammonia Consumption

Flow Rate	Chlorine Consumption	Ammonia Consumption @ 4:1 Ratio	19% Aqua Ammonia Flow Rate	5 Days Ammonia Storage Volume	20 Days Ammonia Storage Volume
gpm	PPD	PPD	gph	gallons	gallons
1500	18.0	4.5	0.14	15.3	61.2
1250	15.0	3.8	0.11	12.8	51.2
1000	12.0	3.0	0.09	10.2	40.8

Monitoring of the amount of ammonia in the chloraminated well discharge is not necessary if a monitoring system for the chlorine residual is installed. Knowing the chlorine residual will provide sufficient evidence that treatment is taking place and the appropriate ratio of chlorine to ammonia is being used. However, the ammonia pump signal and rate (to determine the actual ratio) should be monitored to ensure the ammonia injection system is operating correctly. The ammonia storage tank level should also be monitored via the PLC and the system shut down if the ammonia volume drops below a preset low level. Additionally, the Menlo Park Fire Department requires the secondary containment areas be monitored so that in the case of a spill, the situation can be dealt with immediately.

OPERATION AND MAINTENANCE

Prior to pumping well water into the distribution system, a number of start-up procedures will need to be completed to ensure correct operation of the disinfection system. These procedures will be different than the procedures required for monthly maintenance, which are described later in this section.

For the hypochlorite system, during periods of non-operation, it is not recommended to store hypochlorite briquettes in the hopper. The briquettes should typically be stored in the 50 lb. container (18" diameter x 24" high) in which they are supplied. If the briquettes are exposed to water during maintenance testing, the briquettes will begin breaking down. If not used completely, the briquettes may not be 100% effective on the next use. In addition, any chlorine solution produced and not immediately used will lose its residual, and be ineffective as a disinfectant. When the well is in operation and pumping to the distribution system, maintenance staff will need to visit the well site every few days to fill the hopper so hypochlorite solution can be generated.

The hypochlorite system requires a source of supply water. This source should connect to the distribution system so there is a source of water even when the well is shut down or not pumping into the distribution system. If the distribution system is de-pressurized, the well will have to re-pressurize the line before the hypochlorite system will operate.

For the ammonia system, a maintenance bypass will be installed as part of the piping configuration so the system can be tested without injecting into the well discharge. The bypass will direct flow from the injection pump discharge directly back into the ammonia storage tank. The bypass should be left normally open during periods of inactivity. However, when the well is pumping to the distribution system, the bypass valve will need to be closed and the injection valve will need to be opened to allow ammonia injection into the well discharge pipeline.

The system is designed to operate autonomously. However, as stated above, during an extended emergency, the hypochlorite will need to be refilled approximately every 3 days.

The injection system will be programmed with a delay to allow the well to complete its pump-to-waste cycle before the disinfectant injection system is engaged. The system will operate continuously while the well is pumping to the distribution system; the system will disengage when the well begins its shutdown procedure. When the well will not be in use for an extended period of time, leftover briquettes should be removed from the hopper, then the hypochlorite maintenance procedures described below should be performed to clean the system of any remaining chlorine solution. For ammonia, the injection valve should be closed and the bypass valve again opened. Purging the ammonia injection system is not necessary.

As part of routine maintenance, the well pump should be operated on a monthly basis for 10-15 minutes. At that time, the disinfection system should also be cycled to ensure correct operation. During maintenance testing, the well will not pump into the distribution system; instead the water produced will utilize the pump-to-waste connection and discharge to the storm drain system. Without flow entering the distribution system, it is not recommended to inject hypochlorite or ammonia. In accordance with Regional Water Quality Control Board regulations, water discharged into the storm drain system cannot contain disinfectants without adding a neutralizer; therefore, as discussed above, the injection points for the disinfectants will be downstream of the pump-to-waste, check valve, and flow meter.

To test the hypochlorite system, ensure no briquettes have been placed in the hopper, and then operate the system normally. The system will operate without briquettes and will inject only clean water into the well discharge. Once testing is completed, purge the remaining water from the storage reservoir so that algae are not allowed to grow during periods of inactivity. A purge valve will be included in the injection piping. Any leftover water may need to be wiped clean by accessing the inside of the storage reservoir.

To test the ammonia system, ensure that the injection piping valve is closed and the bypass valve is open. The bypass will pump ammonia in a loop, directly back into the storage tank. This will cycle the injection pumps without pumping into the well discharge. After testing, the valves should remain in the maintenance position until an emergency requires injection of the disinfectants.

A preliminary layout of the disinfection system is shown below.

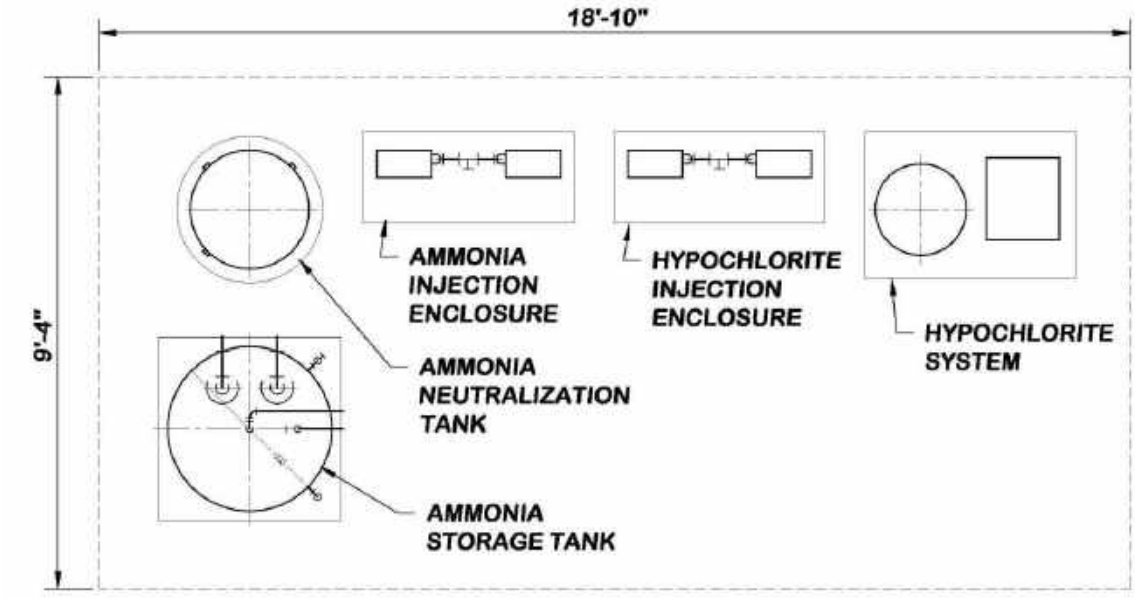


Figure 5 – Disinfection System Preliminary Layout

MC4-50 Feeding System

Dry Calcium Hypochlorite For Municipal Applications

The smarter way to water quality

PATENTED SPRAY TECHNOLOGY

DELIVERS UNPARALLELED CONSISTENT RESULTS

Constant Chlor® plus

The Constant Chlor® Plus MC4-50 Dry Calcium Hypochlorite Feeding System

Designed via feedback from actual field users, **The Constant Chlor® Plus MC4-50 dry calcium hypochlorite feeding system** prepares and automatically delivers a consistently accurate dose of liquid available chlorine for disinfection applications. This feeding system can supply up to 50 pounds of AvCL/day on a sustained basis without the storage and handling issues associated with liquid bleach or chlorine gas.

With the ability to stand alone or be integrated with other process and control equipment, this highly customizable feeder uses NSF Standard 60 listed **Constant Chlor® Plus dry calcium hypochlorite briquettes** and patented spray technology to produce fresh liquid chlorine solution as needed. The reservoir is filled and volume maintained via an electronically controlled spray manifold where it is continually circulated to maintain unparalleled solution consistency.

FEATURES

- Unit constructed of high impact HDPE; all wetted areas, internal fittings and level controls constructed of suitable plastics or other non-metallic material
- Utilizes patented spray technology
- Patent-pending mixing mechanism within solution reservoir
- SCADA compatible
- Automatic solution tank refill
- Mechanical overflow-prevention valve
- Large 62 lb. capacity briquette hopper
- Delivers up to 50 lbs. AvCL per day
- Skid mounted with secondary containment
- Area for pump mount

BENEFITS

- Compatible with all types of pumps including positive displacement pumps
- Customizable, convenient and easy to use
- Effective, safer, easier & less expensive alternative to gas and liquid bleach
- Reduced regulatory compliance required including eligibility for Material of Trade (MOT) exceptions for transport
- Efficiencies in bulk storage and man hours
- Consistent and reliable chlorine solutions
- Operates at normal atmospheric pressure and is readily serviceable for refilling and cleaning while in operation
- Eliminates metering pump air locks due to off-gassing
- Eliminates transfer spills
- Minimizes man hours for maintenance and shut downs
- Pre-plumbed and skid mounted for ease of installation
- Internal mixing mechanism enables sustainable homogeneous solution and prevents solids build-up
- Option for pre-treatment

Specifications

Chlorine Delivery Rate*	1.0 - 50.0 lb. AvCl/day with 70° F inlet water temp.	Dry Chemical Capacity	62 lbs.
		Site Requirements:	
Discharge Pressure Range	50 - 150 psig	Inlet Water	1.0 gpm @ 50 - 150 psig
Water Inlet Size	1/2 inch, FNPT	Electrical	20 amp @ 120V/1ph/60Hz
Solution Outlet (injector) Size.....	1/2 inch, MNPT	Operating Temperature	40° - 105° F

*Delivery rate is dependant on the dosing pump size

Municipal Applications

Arch Chemicals, Inc. provides municipalities across the country with products that meet the toughest regulations and standards including NSF/ANSI 61 for our feeding equipment and NSF 60 for **Constant Chlor® Plus Briquettes**, allowing the public to rest easy about the quality of their water supply.

- Remote Well Sites
- Booster Stations
- Waste Water
- Reclaimed Water
- Surface Water Treatment Plants
- Ground Water Treatment Plants

Potable Water

- Provides hypochlorination to disinfect water supplies in smaller communities
- Requires low initial investment
- Maintains economical operating costs

Private Water Supplies

- Sanitizes wells, natural springs, cisterns and storage tanks by destroying microbes
- Purifies by destroying harmful organic matter

Other Water Treatments

- Controls slime and maximizes cooling efficiency in cooling towers, ponds and reservoirs of power plants
- Controls growth of slime in commercial air conditioning systems, improving cooling efficiency and eliminating unpleasant odors
- Destroys disease-producing organisms in raw or treated sewage
- Keeps decomposing septic sewage odors and masonry disintegration in check by "up sewer hypochlorination"

Patented Spray Technology + Constant Chlor® Plus Briquettes = Consistently Accurate Hypochlorite Solution

How it Works

Markedly different from erosion feeders currently on the market, the **Constant Chlor® Plus MC4-50 feed system** injects supply water into the unit by spraying upward into a bed of briquettes; **this short intermittent spray cycle contacts the entire bottom of the bed evenly, not just the material resting on the grid.**

Specifically designed for use in the Constant Chlor® Plus Spray Technology feed systems, the briquettes are relatively small, smooth and "pillow shaped", for maintaining optimum packing in the spray bed.

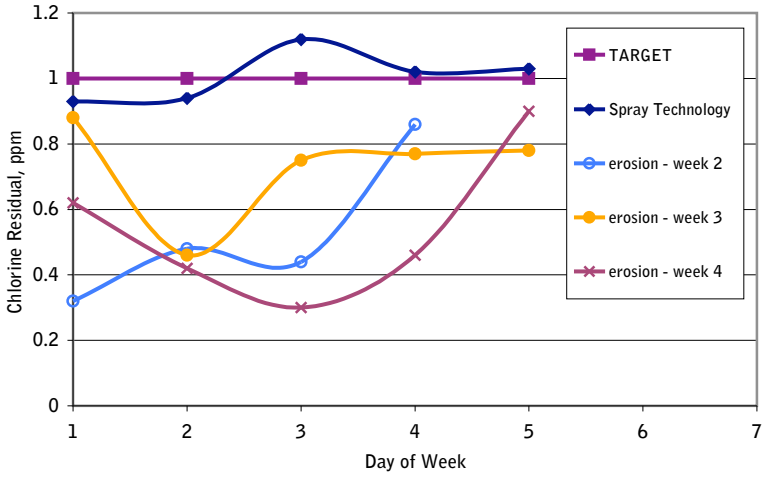
Maintaining a well-packed bed of briquettes significantly reduces the potential for large voids in the spray surface that can result in inconsistent residual concentration in the final solution.

The hypochlorite solution produced by the unit's spray cycle is collected in a 13-gallon solution tank, where the total volume is slowly and continuously mixed, further enhancing concentration consistency.

Unlike an erosion feeder, the Constant Chlor® Plus MC4-50 feeder sprays upward to a well packed bed of briquettes, contacting the entire bottom of the bed evenly. The chlorinated solution flows to the lower reservoir where it is continuously mixed. The accuracy and consistency of the resulting solution concentration far exceeds that achieved by an erosion feeder. Consequently, operator dosage adjustment is minimal.

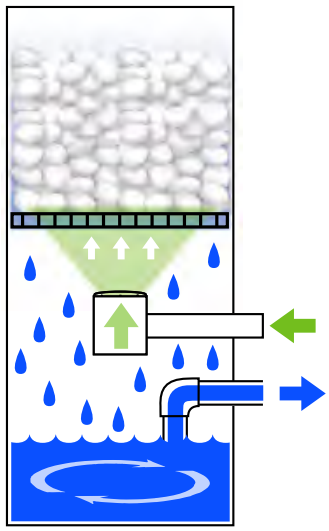
EROSION

ACCURACY AND CONSISTENCY OF SPRAY TECHNOLOGY VS EROSION



Data source: Arizona test facility

SPRAY

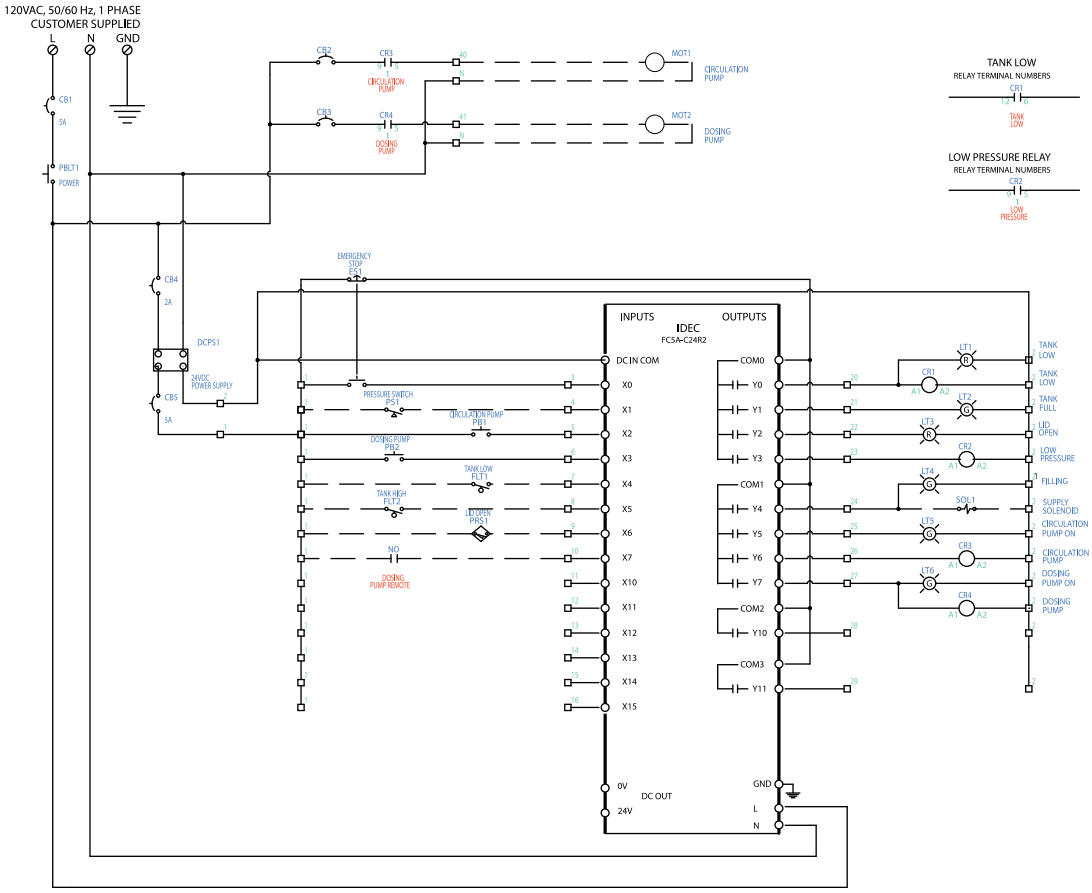


Product Stewardship

Protecting Health, Safety, and Environment
Product Stewardship
ARCH

Arch is committed to maintaining and improving our leadership in Product Stewardship – from manufacture, marketing, distribution, use, recycling and disposal. Successful implementation includes educating all involved of their responsibilities to address society's interest in a healthy environment and in products that can be used safely. We are each responsible for providing a safe workplace, and all who use and handle products must follow safe and environmentally sound practices.

Electronics Panel and PLC Information



- 120/240VAC, 50/60Hz, 15/10A, 1Phase
- 4 Normally Open Contacts for Remote Interface. 1 Dry Contact for Remote Start of Dosing Pump
- 24VDC Control Power
- PLC with 14 input/10 outputs
- 6 Inputs and 2 Outputs Available for Systems Integration

8 BUTTONS / INDICATORS

- E-STOP: Push-Button emergency stop for the unit. Turns OFF every function.
- OFF/ON Indicator: Push-Button to turn the unit ON or OFF.
- CIRCULATION PUMP: Circulation pump is interlocked with TANK LOW and will not operate if TANK LOW alarm is activated. Lamp flashes is circulation pump pressure drops below 5 psi. Push-Button to turn ON or OFF.
- DOSING PUMP: Chemical dosing pump is interlocked to the system. Will not pump if LOW CHLORINE SOLUTION alarm is activated. Remote or manual start capability. Push-Button to turn ON or OFF.
- LID OPEN: Prevents the unit from operating if lid is opened.
- FILLING: Indicates that the solenoid is energized and unit is making solution.
- TANK FULL: The high float is engaged and tank is full of chlorinated solution.
- TANK LOW: Solution inside tank is low, alarm condition.

Constant Chlor® Plus Briquettes

Constant Chlor® Plus Briquettes are designed for use in the **Constant Chlor® Plus MC4-50 feeding system.** The briquettes provide chlorine solution for use in many applications including treatment of surface and groundwater for municipal drinking water use, industrial process water as well as pre- and post-harvest food safety.

These patented, pillow-shaped briquettes contain a scale inhibitor designed to reduce maintenance and improve reliability of the feeder system.

FEATURES

- Dry Solid Product
  - Longer shelf life than liquid bleach
  - Occupies much less space than liquid bleach
  - Less hazardous than liquid bleach or gas chlorine
  - Easier to handle than liquid bleach or gas chlorine

SCALE INHIBITED

- Patented formulation
- Reduces maintenance of equipment

REGULATORY

- EPA No. 1258-1179
- NSF Standard 60, Drinking Water Additives
- Meets AWWA Standard B300

PROPERTIES

• Available Chlorine (wt%)	65% minimum
• Scale Inhibitor (wt%)	0.5%
• Weight	0.25 oz. (7 grams)
• Dimensions	1-1/4 in. X 3/4 in. X 1/2 in.
• Appearance	Pillow Shaped Briquettes

PACKAGING

Constant Chlor® Plus Dry Chlorinator Briquettes are available in 50 lb. plastic pails

Arch also produces **Dry Tec® FG Briquettes** (Food Grade) for use with **the Constant Chlor® Plus MC4-50 feeder. Dry Tec® FG** contains an anti scale formulation for food industry applications.

CALL 1-800-478-5727
to find out more about
CONSTANT CHLOR® PLUS
or visit our website at
www.archwaterworks.com/municipal

Constant Chlor plus
Automatic. Accurate. Consistent.

ARCH
Arch Chemicals, Inc.
5660 New Northside Dr NW, Suite 1100
Atlanta, GA 30328
1-800-478-5727

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The PULSAR Shadow® features a rugged and reliable construction designed for simplicity of operation and maintenance. The PULSAR Shadow® sets a new standard for the mechanically actuated diaphragm metering pump.

Operating Benefits

- Steady-state accuracy of ±1%
- Manual stroke length adjustment
- Three component check valves
- Mechanically actuated diaphragm for simple maintenance

Key Features

- Robust PTFE faced diaphragm is designed for 2 years of uninterrupted service
- Simple maintenance involving no hydraulic oil
- Four bolt tie-bar design provides ultimate resistance to piping moments and forces
- 5 year warranty on the gear box
- Maximum pressure rating of 305 psig including non-metallic reagent heads

Control Options

DLC/DLCM

- The DLCM integrates a motor speed controller and a stroke length controller into a single pump mounted package. Its purpose is to precisely adjust the flow of a process media by adjusting the pump motor speed and stroke length.

ECA

- The ECA is designed to simplify and automate the calibration of the analog signals. Analog signal calibration is accomplished by simple push button entry. It allows for precise adjustment of output flow of a process media by means of stroke length positioning.

MPC

- The MPC VECTOR is an advanced pump controller that is physically separated from the pump's enclosure. Its purpose is to precisely adjust output flow of a process media by means of pump motor speed control, and is designed for a wide variety of control applications.

Pulsalarm® leak detection is also available.

Aftermarket & Accessory Offerings

- KOPkit®
- Cal Columns
- Strainer
- Pressure Relief Valves
- Back Pressure Valves
- Pulsation Dampeners
- Gauges

CE API-675

PULSAR Shadow® Mechanical Diaphragm Metering Pump

Specifications and Model Selection

Pump Model & Head Size	Maximum Capacity Range Metal Wetted Ends Only Consult your Pulsafeeder sales representative for non-metallic wetted ends				Rated Pressure	
Includes all stroking rates	60 HZ GPH	60 HZ LPH	50 HZ GPH	50 HZ LPH	PSIG	BAR
25BB B Head	2.8 – 8.5	10.8 – 32.1	2.4 – 8.7	8.9 – 33.0	305	21.0
25BB C Head	6.5 – 19.5	24.7 – 73.6	5.4 – 20.0	20.4 – 75.8	160	11.0
25BD C Head	9.8 – 29.2	37.0 – 110.0	8.1 – 30.0	30.6 – 114.0	160	11.0
55BD C Head	8.6 – 25.7	32.7 – 97.5	7.1 – 26.5	27.0 – 100.0	250	17.2
55BD D Head	15.4 – 45.8	58.2 – 173.0	12.7 – 47.2	48.1 – 178.0	150	10.3
55BF D Head	25.6 – 76.4	96.9 – 289.0	21.2 – 78.6	80.2 – 298.0	150	10.3
55 BF E Head	55.3 – 165.0	210.0 – 625.0	45.8 – 170.0	173.0 – 643.0	75	5.2
Pulsar Shadow pumps are available with PTFE/elastomer composite and leak detection diaphragms.						

Engineering Data

Optional Features:

- Microprocessor based controllers
- MODBUS serial communication
- PULSAlarm® leak detection system
- Multiplex system for engineered applications
- Stainless steel base

Custom Engineered Designs

- Remote Head
- High Temperature Remote Head
- Anti-Siphon Valve
- Degassing Valve

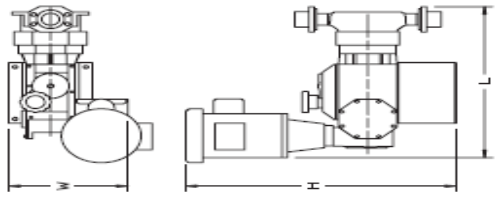
Liquid End Materials of Construction:

Const. Ref.	Reagent Head	Flat Diaphragm	Check Valves			Cap & Guide
			Ball	Seat	Gasket	
316SS	316SS	TFE Faced	316SS	316SS	PTFE	316SS
H_2SO_4	316SS	TFE Faced	HCO	020SS	PTFE	316SS
20SS	020SS	TFE Faced	HCO	020SS	PTFE	020
PVC	PVC	TFE Faced	ALA	PVC	PTFE	PVC
PVDF	PVDF	TFE Faced	HCO	PVDF	PTFE	PVDF

ALA=Alumina Ceramic HCO=Alloy C H_2SO_4= Sulfuric Acid Construction 020=Alloy 20

Dimensions

DIM	MODEL 25		MODEL 55	
	Inch	MM	Inch	MM
L	19.3	489.7	20.0	507.5
W	10.6	269.3	10.6	269.3
H	32.1	816.2	32.1	816.2
Approx Shipping Weight	125 lbs	57.6 kg	140 lbs	63.5 kg



PULSAFEEDER
2883 Brighton Henrietta TL Rd
Rochester, NY 14623
Phone: ++1(585) 292-8000
Fax: ++1 (585) 424-5619

Hazardous Materials Release Response Business Plan
CITY OF MENLO PARK
CORPORATION YARD, 333 BURGESS DRIVE

INTRODUCTION

This facility handles numerous hazardous materials such as **Low Sulfer Diesel Fuel and Gasoline, Oxygen, Acetylene, Motor Oil (new and used) Wet Acid Batteries and Household Hazardous Waste**

Various state and federal agencies have assembled lengthy lists of hazardous materials. In general, a material is added to one of these lists if it is determined that it has characteristics that pose a significant potential hazard to human health and safety or to the environment if it were to be released into the workplace or the environment. If a material is not on any list but appears to have hazardous characteristics such as being corrosive or flammable, it may also be considered a hazardous material.

The City of Menlo Park wants to ensure that employees are aware of what hazardous materials are present in a significant quantity at the facility and how these materials are to be handled, particularly in an emergency. We have therefore, prepared this business plan. The objectives of the plan are:

- To provide the Facility and San Mateo County Environmental Health Services with an inventory of hazardous materials that is handled at the site in excess of regulatory threshold limits.
- To promulgate emergency response plans and procedures to be used in the event of a reportable release or threatened release of a hazardous material.
- To outline training in hazardous materials and waste handling procedures that will be provided for facility employees. This training will include both initial and refresher training in emergency response plans and procedures, and hazardous waste management.

This plan will be updated annually or within 30 days of one or more of the following events:

1. A 100% or more increase in the quantity of a previously disclosed material.
2. Any handling of a previously undisclosed hazardous material in a quantity equal or greater than 500 lbs., 55 gals or 200 cubic feet of gas (19CCR Sec 2729.4(d).
3. A change of business ownership, business name or business address.

A copy of the most recently updated version will be held by the Don Weber, the Environmental Contact at the Facility.

Questions or comments on this plan should be addressed to the Don Weber at (650) 330-6790 or Joe Moulton with Du-All Safety at (510) 681-9728.

UNIDOCS
FACILITY INFORMATION

BUSINESS ACTIVITIES

I. FACILITY IDENTIFICATION

FACILITY ID # *(Agency Use Only)*	1.	EPA ID # (Hazardous Waste Only) 2.
BUSINESS NAME *(Same as Facility Name or DBA - Doing Business As)*	3.	
CITY OF MENLO PARK, CORPORATION YARD		
BUSINESS SITE ADDRESS 333 BURGESS DRIVE	103.	
BUSINESS SITE CITY MENLO PARK	104.	CA ZIP CODE 94025 105.

II. ACTIVITIES DECLARATION

NOTE: If you check YES to any part of this list, please submit the Business Owner/Operator Identification page.

Does your facility…	If Yes, please complete these pages of the UPCF…	
A. HAZARDOUS MATERIALS Have on site (for any purpose) at any one time, hazardous materials at or above 55 gallons for liquids, 500 pounds for solids, or 200 cubic feet for compressed gases (include liquids in ASTs and USTs); or the applicable Federal threshold quantity for an extremely hazardous substance specified in 40 CFR Part 355, Appendix A or B; or handle radiological materials in quantities for which an emergency plan is required pursuant to 10 CFR Parts 30, 40 or 70?	☒ YES ☐ NO 4.	HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION
B. REGULATED SUBSTANCES Have Regulated Substances stored onsite in quantities greater than the threshold quantities established by the California Accidental Release Prevention Program (Cal ARP)?	☐ YES ☒ NO 4a.	Coordinate with your local agency responsible for Cal ARP.
C. UNDERGROUND STORAGE TANKS (USTs) Own or operate underground storage tanks?	☒ YES ☐ NO 5.	UST OPERATING PERMIT APPLICATION – FACILITY INFORMATION UST OPERATING PERMIT APPLICATION – TANK INFORMATION
D. ABOVE GROUND PETROLEUM STORAGE Own or operate ASTs above these thresholds: Store greater than 1,320 gallons of petroleum products (new or used) in aboveground tanks or containers?	☐ YES ☒ NO 8.	No form required to CUPAs
E. HAZARDOUS WASTE Generate hazardous waste?	☒ YES ☐ NO 9.	EPA ID NUMBER – provide at top of this page
Recycle more than 100 kg/month of excluded or exempted recyclable materials (per HSC §25143.2)?	☐ YES ☒ NO 10.	RECYCLABLE MATERIALS REPORT (one per recycler)
Treat hazardous waste onsite?	☐ YES ☒ NO 11.	ONSITE HAZARDOUS WASTE TREATMENT NOTIFICATION – FACILITY PAGE ONSITE HAZARDOUS WASTE TREATMENT NOTIFICATION – UNIT PAGE (one page per unit)
Perform treatment subject to financial assurance requirements (for Permit by Rule and Conditional Authorization)?	☐ YES ☒ NO 12.	CERTIFICATION OF FINANCIAL ASSURANCE
Consolidate hazardous waste generated at a remote site?	☒ YES ☐ NO 13.	REMOTE WASTE CONSOLIDATION SITE ANNUAL NOTIFICATION
Need to report the closure/removal of a tank that was classified as hazardous waste and cleaned onsite?	☐ YES ☒ NO 14.	HAZARDOUS WASTE TANK CLOSURE CERTIFICATION
Generate in any single calendar month 1,000 kilograms (kg) (2,200 pounds) or more of federal RCRA hazardous waste, or generate in any single calendar month, or accumulate at any time, 1 kg (2.2 pounds) of RCRA acute hazardous waste; or generate or accumulate at any time more then 100 kg (220 pounds) of spill cleanup materials contaminated with RCRA acute hazardous waste?	☐ YES ☒ NO 14a.	Obtain federal EPA ID Number, file Biennial Report (EPA Form 8700-13A/B), and satisfy requirements for RCRA Large Quantity Generator.
Serve as a Household Hazardous Waste (HHW) Collection site?	☒ YES ☐ NO 14b.	See CUPA for required forms.

F. LOCAL REQUIREMENTS (You may also be required to provide additional information by your CUPA or local agency.) 15.

UNIDOCS
FACILITY INFORMATION

BUSINESS OWNER/OPERATOR IDENTIFICATION

I. IDENTIFICATION

FACILITY ID # *(Agency Use Only)* 1.		BEGINNING DATE 100. August 20, 2012	ENDING DATE 101. August 20, 2015
BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)* 3. CITY OF MENLO PARK – CORPORATION YARD			BUSINESS PHONE 102. (650) 330-6790
BUSINESS SITE ADDRESS 103. 333 BURGESS DRIVE			BUSINESS FAX 102a. (650) 327-1953
BUSINESS SITE CITY 104. MENLO PARK	CA	ZIP CODE 105. 94025	COUNTY 108. SAN MATEO
DUN & BRADSTREET 106.		PRIMARY SIC 107.	PRIMARY NAICS 107a.
BUSINESS MAILING ADDRESS 108a. 333 BURGESS DRIVE			
BUSINESS MAILING CITY 108b. MENLO PARK		STATE 108c. CA	ZIP CODE 108d. 94025
BUSINESS OPERATOR NAME 109. CITY OF MENLO PARK			BUSINESS OPERATOR PHONE 110. (650) 330-6790

II. BUSINESS OWNER

OWNER NAME 111. CITY OF MENLO PARK		OWNER PHONE 112. (650) 330-6790
OWNER MAILING ADDRESS 113. 701 LAUREL STREET		
OWNER MAILING CITY 114. MENLO PARK	STATE 115. CA	ZIP CODE 116. 94025

III. ENVIRONMENTAL CONTACT

CONTACT NAME 117. DONALD WEBER		CONTACT PHONE 118. (650) 330-6790
CONTACT MAILING ADDRESS 119. 333 Burgess Drive		CONTACT EMAIL 119a. DAWEBER@MENLOPARK.ORG
CONTACT MAILING CITY 120. MENLO PARK	STATE 121. CA	ZIP CODE 122. 94025

IV. EMERGENCY CONTACTS

-PRIMARY-	-SECONDARY-
NAME 123. DONALD WEBER	NAME 128. RUBEN NINO
TITLE 124. FLEET SUPERVISOR	TITLE 129. ASSISTANT DIRECTOR OF PUBLIC WORKS
BUSINESS PHONE 125. (650) 330-6790	BUSINESS PHONE 130. (650) 330-6780
24-HOUR PHONE 126. (650) 330-6317	24-HOUR PHONE 131. (650) 330-6317
PAGER # 127. ( )	PAGER # 132.

ADDITIONAL LOCALLY COLLECTED INFORMATION: 133.

Billing Address: 701 LAUREL STREET, MENLO PARK, CA. 94025

Property Owner: CITY OF MENLO PARK 650.330.6790

Certification: Based on my inquiry of those individuals responsible for obtaining the information, I certify under penalty of law that I have personally examined and am familiar with the information submitted and believe the information is true, accurate, and complete.

SIGNATURE OF OWNER/OPERATOR OR DESIGNATED REPRESENTATIVE	DATE 134. 08/20/2012	NAME OF DOCUMENT PREPARER 135. DONALD WEBER
NAME OF SIGNER (print) 136. DONALD WEBER	TITLE OF SIGNER 137. FLEET SUPERVISOR	

Emergency Response/Contingency Plan

(Hazardous Materials Business Plan Module)

Authority Cited: HSC, Section 25504(b); Title 22, Div. 4.5, Ch. 12, Art. 3 CCR

All facilities that handle hazardous materials in specified quantities must have a written emergency response plan. In addition, facilities that generate 1,000 kilograms or more of hazardous waste per month, or accumulate more than 6,000 kilograms of hazardous waste on-site at any one time, must prepare a contingency plan. Because the requirements are similar, they have been combined in a single document, provided below, for your convenience. This plan is a required module of the Hazardous Materials Business Plan (HMBP). **If you already have a plan that meets these requirements, you should not complete the blank plan, below, but you must include a copy of your existing plan as part of your HMBP.**

This site-specific Emergency Response/Contingency Plan is the facility's plan for dealing with emergencies and shall be implemented immediately whenever there is a fire, explosion, or release of hazardous materials that could threaten human health and/or the environment**. At least one copy of the plan shall be maintained at the facility for use in the event of an emergency and for inspection by the local agency.** Within San Mateo County, hospitals and police agencies have delegated receipt of these plans to the local agencies administering Hazardous Materials Business Plans, so additional copies need not be submitted. However, a copy of the plan and any revisions must be provided to any contractor, hospital, or agency with whom special (i.e. contractual) emergency services arrangements have been made *(see section 3, below).*

1. Evacuation Plan:

a. The following alarm signal(s) will be used to begin evacuation of the facility *(check all that apply)*:

☐ Bells; ☐ Horns/Sirens; ☒ Verbal *(i.e. shouting)*; ☒ Other *(specify)* **INTERCOM SYSTEM and 2-WAY RADIO**

b. ☒ Evacuation map is prominently displayed throughout the facility.

Note: A properly completed HMBP Site Plan satisfies contingency plan map requirements. This drawing (or any other drawing that shows primary and alternate evacuation routes, emergency exits, and primary and alternate staging areas) must be prominently posted throughout the facility in locations where it will be visible to employees and visitors.

2. a. Emergency Contacts*:

Fire/Police/Ambulance	Phone No. **911**
State Office of Emergency Services	Phone No. **(800) 852-7550**

b. Post-Incident Contacts*:

Certified Unified Program Agency (CUPA)	Phone No.: **(650) 372-6200**
Local Hazardous Materials Program	Phone No. **(650) 363-4305**
California EPA Department of Toxic Substances Control	Phone No. **(800) 728-6942**
Cal-OSHA Division of Occupational Safety and Health	Phone No. **(800) 963-9424**
Air Quality Management District	Phone No. **(415) 749-4779**
Regional Water Quality Control Board	Phone No. **(510) 622-2493**

**** These telephone numbers are provided as a general aid to emergency notification. Be advised that additional agencies may be required to be notified.***

c. Emergency Resources:

Poison Control Center . . . . . Phone No. **(800) 222-1222**

Nearest Hospital: Name: **Stanford Medical Center** Phone No.: **(650) 723-5111**

Address: **300 Pasteur Drive** City: **Palo Alto, CA**

3. Arrangements With Emergency Responders:

If you have made special (i.e. contractual) arrangements with any police department, fire department, hospital, contractor, or State or local emergency response team to coordinate emergency services, describe those arrangements below:

A detailed Emergency Action Plan (EAP) is onsite available upon request. Employees are trained on the EAP.

4. Emergency Procedures:

Emergency Coordinator Responsibilities:

a. Whenever there is an imminent or actual emergency situation such as a explosion, fire, or release, the emergency coordinator *(or his/her designee when the emergency coordinator is on call)* shall:
   i. Identify the character, exact source, amount, and areal extent of any released hazardous materials.
   ii. Assess possible hazards to human health or the environment that may result from the explosion, fire, or release. This assessment must consider both direct and indirect effects *(e.g. the effects of any toxic, irritating, or asphyxiating gases that are generated, the effects of any hazardous surface water run-off from water or chemical agents used to control fire, etc.).*
   iii. Activate internal facility alarms or communications systems, where applicable, to notify all facility personnel.
   iv. Notify appropriate local authorities *(i.e. call 911).*
   v. Notify the State Office of Emergency Services at 1-800-852-7550.
   vi. Monitor for leaks, pressure build-up, gas generation, or ruptures in valves, pipes, or other equipment shut down in response to the incident.
   vii. Take all reasonable measures necessary to ensure that fires, explosions, and releases do not occur, recur, or spread to other hazardous materials at the facility.

b. Before facility operations are resumed in areas of the facility affected by the incident, the emergency coordinator shall:
   i. Provide for proper storage and disposal of recovered waste, contaminated soil or surface water, or any other material that results from a explosion, fire, or release at the facility.
   ii. Ensure that no material that is incompatible with the released material is transferred, stored, or disposed of in areas of the facility affected by the incident until cleanup procedures are completed.
   iii. Ensure that all emergency equipment is cleaned, fit for its intended use, and available for use.
   iv. Notify the California Environmental Protection Agency's Department of Toxic Substances Control, the County of San Mateo Environmental Health Services, and the local fire department's hazardous materials program that the facility is in compliance with requirements b-i and b-ii, above.

Responsibilities of Other Personnel:

On a separate page, list any emergency response functions not covered in the "Emergency Coordinator Responsibilities" section, above. Next to each function, list the job title or name of each person responsible for performing the function. Number the page(s) appropriately.

5. Post-Incident Reporting/Recording:

The time, date, and details of any hazardous materials incident that requires implementation of this plan shall be noted in the facility's operating record.

Within 15 days of any hazardous materials emergency incident or threatened hazardous materials emergency incident that triggers implementation of this plan, a written Emergency Incident Report, including, but not limited to a description of the incident and the facility's response to the incident, must be submitted to the California Environmental Protection Agency's Department of Toxic Substances Control, the County of San Mateo Environmental Health Services, and the local fire department's hazardous materials program. The report shall include:

a. Name, address, and telephone number of the facility's owner/operator;
b. Name, address, and telephone number of the facility;
c. Date, time, and type of incident *(e.g. fire, explosion, etc.)*;
d. Name and quantity of material(s) involved;
e. The extent of injuries, if any;
f. An assessment of actual or potential hazards to human health or the environment, where this is applicable;
g. Estimated quantity and disposition of recovered material that resulted from the incident;
h. Cause(es) of the incident;
i. Actions taken in response to the incident;
j. Administrative or engineering controls designed to prevent such incidents in the future.

6. Earthquake Vulnerability: [19 CCR §2731(e)]

Attach or insert the earthquake vulnerability assessment.

7. Hazard Mitigation/Prevention/Abatement [19 CCR §2731(e)]

Attach or insert the hazard mitigation. prevention. abatement plan (i.e. spill prevention/response, fire prevention/response/ evacuation/ etc.)

6.0 Earthquake Vulnerability: [19 CCR §2731(e)]

The purpose of the earthquake vulnerability section is to identify the areas of the facility and mechanical or other systems that require immediate inspection or isolation because of their vulnerability to earthquake-related ground motion. Hazardous materials separation, containment, and monitoring are applicable for earthquake preparedness and are address in Section 7 of the Emergency Response/Contingency Plan. General earthquake preparedness and response procedures are included in the Facility Emergency Action Plan (EAP). The EAP is maintained onsite.

Area	Materials of Concern	Hazards/Vulnerability	Special Precautions Post earthquake
Fuel Pump Islands	Gasoline and Diesel	Leaks, Rupture or Fire	Inspect Fuel Dispensers and under dispenser containment for signs of damage and/or fuel leakage. In case of fire, call 911
Underground Storage Tanks	Gasoline and Diesel	Leaks, Rupture or Fire	Tanks are electronically monitored 24/7. Inspect Veeder Root TLS 350 for "All Systems Normal"
Haz Mat Shed	Household Hazardous Waste	Spills, Leaks	Check shed and surrounding area for possible signs of fluid leakage
Waste Oil Tank (UST)	Waste Engine Oil	Leaks or Rupture	Tank is electronically monitored 24/7. Inspect Veeder Root TLS 350 for "All Systems Normal"
Welding Shop	Oxygen and Acetylene Tanks	Tip Over, Tank Damage or leakage	Oxygen and Acetylene tanks are stored in a safety cart. Check to make sure cart is still in the upright position, tanks are secure and not leaking
Water Department	CO2 tanks	Tip Over, Tank Damage or leakage	CO2 Tanks. Make sure that tanks are still upright, secured and not leaking
Mechanic Shop	CO2/Argon Welding Tank	Tip Over, Tank Damage or Leakage	Tank is secured to the large welder. It is portable and is located in the Mechanic Shop in various locations.

7.0 Hazard Mitigation/Prevention/Abatement [19 CCR Sec 2731(c)]

This section describes the procedures that are in place to minimize the possibility of fire, explosion, or unplanned releases of hazardous substances that could threaten persons, property, or the environment. A summary of the containment, separation, and monitoring for each storage location of hazardous materials is provided in Table 1. Hazardous materials storage procedures, spill response plan, fire response plan, and a fire prevention plan are included.

Table 1: Aboveground Hazardous Materials Separation, Containment, and Monitoring

Location	Household Hazardous Waste Shed	Underground Storage Tanks	Welding Shop	Fuel Dispensers and Island	Mechanic Shop and Water Department
Storage Type	X Inside building ☐ Outside storage shed ☐ Outdoors	☐ Inside building ☐ Outside storage shed ☒ Outdoors	☒ Inside building ☐ Outside storage shed ☐ Outdoors	☐ Inside building ☐ Outside storage shed ☒ Outdoors	☒ Inside building ☐ Outside storage shed ☐ Outdoors
Primary Containment *(Check all that apply)*	☐ Original containers ☐ Safety cans ☐ Inside machinery ☐ Drums/barrels ☐ Pressure vessels X Bulk tanks ☐ Aboveground piping ☒ Other, **Various Containers**	☐ Original containers ☐ Safety cans ☐ Inside machinery ☐ Drums/barrels ☐ Pressure vessels ☒ Bulk tanks ☐ Aboveground piping ☐ Other	☐ Original containers ☐ Safety cans ☐ Inside machinery ☐ Drums/barrels ☒ Pressure vessels ☒ Bulk tanks ☐ Aboveground piping ☐ Other	☐ Original containers ☐ Safety cans ☐ Inside machinery ☐ Drums/barrels ☐ Pressure vessels ☐ Bulk tanks ☒ Aboveground piping ☐ Other	☒ Original containers ☐ Safety cans ☐ Inside machinery ☐ Drums/barrels ☒ Pressure vessels ☐ Bulk tanks ☐ Aboveground piping ☐ Other
Secondary Containment *(Check all that apply)*	☐ Approved cabinets ☒ Secondary drum ☒ Tray X Bermed & coated floor ☐ Tank vault ☐ Secondary piping or piping trench ☐ Other	☐ Approved cabinets ☐ Secondary drum ☐ Tray ☐ Bermed & coated floor ☐ Tank vault ☒ Secondary piping or piping trench ☐ Other	☒ Approved cabinets ☐ Secondary drum ☐ Tray ☐ Bermed & coated floor ☐ Tank vault ☐ Secondary piping or piping trench ☐ Other	☐ Approved cabinets ☐ Secondary drum ☒ Tray ☐ Bermed & coated floor ☐ Tank vault ☒ Secondary piping or piping trench ☐ Other	☐ Approved cabinets ☐ Secondary drum ☐ Tray ☐ Bermed & coated floor ☐ Tank vault ☐ Secondary piping or piping trench ☐ Other
Separation *(Check all that apply)*	☐ All materials compatible ☐ One-hour separation wall/partition ☐ Separation by at least 20 feet ☐ Approved cabinets ☒ Other	☒ All materials compatible ☐ One-hour separation wall/partition ☐ Separation by at least 20 feet ☐ Approved cabinets ☐ Other	☐ All materials compatible ☐ One-hour separation wall/partition ☐ Separation by at least 20 feet ☒ Approved cabinets ☐ Other	☐ All materials compatible ☐ One-hour separation wall/partition ☐ Separation by at least 20 feet ☒ Approved cabinets ☐ Other	☐ All materials compatible ☐ One-hour separation wall/partition ☐ Separation by at least 20 feet ☐ Approved cabinets ☐ Other
Monitoring Type	☒ Visual Automatic sensors ☐ Other	☐ Visual ☒ Automatic sensors ☐ Other	☒ Visual ☐ Automatic sensors ☐ Other	☐ Visual ☒ Automatic sensors ☐ Other	☒ Visual ☐ Automatic sensors ☐ Other
Monitoring Frequency	Daily ☒ Weekly ☐ Monthly ☐ Continuous ☐ Other	☐ Daily ☐ Weekly ☐ Monthly ☒ Continuous ☐ Other	☐ Daily ☒ Weekly ☐ Monthly ☐ Continuous ☐ Other	☐ Daily ☐ Weekly ☐ Monthly ☒ Continuous ☐ Other	☒ Daily ☐ Weekly ☐ Monthly ☐ Continuous ☐ Other

7.2 Storage Procedures:

Chemicals that are not stored either in Underground Storage Tanks or Satellite Tanks are stored in original or approved double walled containers inside of building.

7.3 Spill Response Procedures:

Staff and Emergency Response personnel will be called. Office staff will alert surrounding offices in person and/or by phone. Staff will instruct patrons to exit facility via a safe escape route as appropriate (main exit, front door, rear gate).

7.3.1 Spill Containment and Cleanup:

Absorb spilled material using sand, earth or other absorbent. Floor cleaning/sweeping materials are appropriate and are normally available.

Note: It may be possible to pump up a significant portion of contained liquid.

Avoid skin contact and breathing vapors. Wear appropriate protective clothing and equipment. This equipment can include chemical resistant gloves, eye protection and air purifying respirators.

Ventilate the area with local exhaust systems or by opening available doors and windows.

Note: Avoid use of compressed air to speed evaporation of spilled liquid. This practice increases airborne concentrations and increases the possibility of injuries such as eye damage.

Dispose of contaminated absorbent in accordance with applicable regulations. This will normally involve disposal of the material as a hazardous waste. If the material is a corrosive, place contaminated absorbent material in polyethylene or polyethylene-lined container for disposal.

If necessary, staff will immediately turn off pumps.

Call Fire Department

Call County Environmental Health Department

Notify Personnel

Notify Participants

Activate Emergency Action Plan

Stand by for further instructions.

7.3.2 General First Aid

911 will be called for any First Aid needs that exceed the training of staff.

7.3.3 Evacuation:

Staff and Emergency Response personnel will be called. Office staff will alert surrounding offices in person and/or by phone. Staff will instruct patrons to exit facility via a safe escape route as appropriate (main exit, front door, rear gate).

7.3.4 Reporting:

Proper verbal and written notification and reports will be provided to the Menlo Park Fire Department and San Mateo County Environmental Health Department.

7.4 Fire Prevention Plan

All chemicals are safely stored using Best Management Practices (BMP's). In case of fire, Fire Department will be called.

7.4.1 Potential Fire Hazards

Best Management Practices are in place to aid in eliminating potential hazards. Spill Kits are nearby to absorb any chemicals that make not make it into a designated container.

7.4.2 Proper Handling and Storage Procedures

FUEL TANKS:

Gasoline: One 10,000 and One 6,000 gallon fiberglass, double wall UST (underground storage tank) are electronically monitored 24/7 by a Veeder Root TLC-350.

Diesel: One 10,000 gallon fiberglass double wall UST is electronically monitored 24/7 by a Veeder Root TLC-350

When tanks are being filled, there is a Designated Operator in attendance at all times.

7.4.3 Responsibilities

Fleet Department (Mechanics) manage and are responsible for the Underground Storage System. The Fleet Supervisor and Mechanic are licensed as Designated Operators. One of these two persons are available 24/7.

7.4.4 Training

Fleet Supervisor and Mechanic receive annual refresher training with regard to Hazardous Waste and the proper handling, storage and disposal. All Public Works Maintenance Staff are trained on a annual basis in the area of Spill Response. Training records are kept in the Personnel Department.

7.5 Fire Response Plan

In Case of fire, call 911

7.5.1 Reporting

In the event of a spill of a reportable amount (25 or more gallons), proper notification will be made to San Mateo County Environmental Health Department

7.5.2 Fire Fighting Activities

Employees are not trained in firefighting. Call 911

7.5.3 First Aid Procedures

General first Aid can be performed by qualified personnel. If there are no qualified first aid providers available, Call 911

8. Emergency Equipment:

22 CCR §66265.52(e) [as referenced by 22 CCR §66262.34(a)(4)] and the Hazardous Materials Storage Ordinance require that emergency equipment at the facility be listed. Completion of the following Emergency Equipment Inventory Table meets this requirement.

EMERGENCY EQUIPMENT INVENTORY TABLE

1. Equipment Category	2. Equipment Type	3. Locations *	4. Description**
Personal Protective Equipment, Safety Equipment, and First Aid Equipment	☐ Cartridge Respirators		
	☒ Chemical Monitoring Equipment *(describe)*		Veeder Root TLS-350 in bay nearest Fuel Dispensers
	☐ Chemical Protective Aprons/Coats		
	☐ Chemical Protective Boots		
	☐ Chemical Protective Gloves		
	☐ Chemical Protective Suits *(describe)*		
	☒ Face Shields		In Mechanic Shop
	☒ First Aid Kits/Stations *(describe)*		Mechanic Shop and Lunch Room
	☐ Hard Hats		
	☒ Plumbed Eye Wash Stations		Mechanic Shop and Equipment Storage Building
	☒ Portable Eye Wash Kits *(i.e. bottle type)*		In front of Hazardous Waste Shed
	☐ Respirator Cartridges *(describe)*		
	☒ Safety Glasses/Splash Goggles		In Mechanic Shop
	☒ Safety Showers		In Men's and Lady's Restrooms
	☐ Self-Contained Breathing Apparatuses (SCBA)		
	☐ Other *(describe)*		
Fire Extinguishing Systems	☐ Automatic Fire Sprinkler Systems		
	☐ Fire Alarm Boxes/Stations		
	☒ Fire Extinguisher(s)		Various Locations in Corp Yard, Marked by Signage
	☐ Other *(describe)*		
Spill Control Equipment and Decontamination Equipment	☒ Absorbents *(describe)*		Kitty Litter
	☐ Berms/Dikes *(describe)*		
	☐ Decontamination Equipment *(describe)*		
	☐ Emergency Tanks *(describe)*		
	☐ Exhaust Hoods		
	☐ Gas Cylinder Leak Repair Kits *(describe)*		
	☐ Neutralizers *(describe)*		
	☐ Overpack Drums		
	☐ Sumps *(describe)*		
	☐ Other *(describe)*		
Communications and Alarm Systems	☒ Chemical Alarms *(describe)*		Veeder Root TLS-350 In Automotive Work Bay
	☐ Intercoms/ PA Systems		
	☒ Portable Radios	On person	2-Way Handheld Radio Communications
	☒ Telephones	On person	Cell phone
	☐ Underground Tank Leak Detection Monitors		
	☒ Other *(describe)*		Intercom System
Additional Equipment *(Use Additional Pages if Needed.)*	☐		
	☐		
	☐		
	☐		
	☐		
	☐		

* *Use the map and grid numbers from the Storage Map prepared earlier for your HMBP.*

** *Describe the equipment and its capabilities. If applicable, specify any testing/maintenance procedures/intervals. Attach additional pages, numbered appropriately, if needed.*

Employee Training Plan

(Hazardous Materials Business Plan Module)

Authority Cited: HSC, Section 25504(c); 22 CCR §66262.34(a)(4)

All facilities that handle hazardous materials in HMBP quantities must have a written employee training plan. This plan is a required module of the Hazardous Materials Business Plan (HMBP). A blank plan has been provided below for you to complete and submit if you do not already have such a plan. **If you already have a brief written description of your training program that addresses all subjects covered below, you are not required to complete the blank plan, below, but you must include a copy of your existing document as part of your HMBP.**

Check all boxes that apply. *[Note: Items marked with an asterisk (*) are required.]*:

1. Personnel are trained in the following procedures:

☒	Internal alarm/notification *
☒	Evacuation/re-entry procedures & assembly point locations*
☒	Emergency incident reporting
☒	External emergency response organization notification
☒	Location(s) and contents of Emergency Response/Contingency Plan
☒	Facility evacuation drills, that are conducted at least *(specify)*: Annually *(e.g., "Quarterly", etc.)*

2. Chemical Handlers are additionally trained in the following:

☒	Safe methods for handling and storage of hazardous materials *
☒	Location(s) and proper use of fire and spill control equipment
☒	Spill procedures/emergency procedures
☒	Proper use of personal protective equipment *
☒	Specific hazard(s) of each chemical to which they may be exposed, including routes of exposure *(i.e., inhalation, ingestion, absorption)* *
☒	**Hazardous Waste Handlers/Managers** are trained in all aspects of hazardous waste management specific to their job duties *(e.g., container accumulation time requirements, labeling requirements, storage area inspection requirements, manifesting requirements, etc.)* *

3. Emergency Response Team Members are capable of and engaged in the following:

Complete this section only if you have an in-house emergency response team

☐	Personnel rescue procedures
☐	Shutdown of operations
☐	Liaison with responding agencies
☐	Use, maintenance, and replacement of emergency response equipment
☐	Refresher training, which is provided at least annually *
☐	Emergency response drills, which are conducted at least *(specify)*: *(e.g., "Quarterly", etc.)*

Record Keeping
(Hazardous Materials Business Plan Module)

All facilities that handle hazardous materials must maintain records associated with their management. A summary of your record keeping procedures is a required module of the Unidocs Hazardous Materials Business Plan (HMBP). A blank summary has been provided below for you to complete and submit if you do not already have such a document. **If you already have a brief written description of your hazardous materials record keeping systems that addresses all subjects covered below, you are not required to complete this page, but you must include a copy of your existing document as part of your HMBP.**

Check all boxes that apply. The following records are maintained at the facility. *[Note: Items marked with an asterisk (*) are required.]*:

☒	Current employees' training records *(to be retained until closure of the facility)* *
☒	Former employees' training records *(to be retained at least three years after termination of employment)* *
☒	Training Program(s) *(i.e., written description of introductory and continuing training)* *
☒	Current copy of this Emergency Response/Contingency Plan *
☒	Record of recordable/reportable hazardous material/waste releases *
☒	Record of hazardous material/waste storage area inspections *
☐	Record of hazardous waste tank daily inspections *
☒	Description and documentation of facility emergency response drills

Note: The above list of records does not necessarily identify every type of record required to be maintained by the facility.

Note: The following section applies where local agencies require facility owners/operators to perform and document routine facility self-inspections:

A copy of the Inspection Check Sheet(s) or Log(s) used in conjunction with required routine self-inspections of your facility must be submitted with your HMBP. *[Exception: Unidocs provides a Hazardous Materials/Waste Storage Area Inspection Form that you may use if you do not already have your own form. If you use the Unidocs form (available at* **www.unidocs.org***), you do not need to attach a copy.]*

Check the appropriate box:

☒	We will use the Unidocs "Hazardous Materials/Waste Storage Area Inspection Form" to document inspections.
☐	We will use our own documents to record inspections. ***(A blank copy of each document used must be attached to this HMBP.)***

UNIDOCS
HAZARDOUS MATERIALS

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(One page per material per building or area)

200. ☐ ADD ☐ DELETE ☒ REVISE

I. FACILITY INFORMATION

3. BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)*
CITY OF MENLO PARK, CORPORATION YARD

201. CHEMICAL LOCATION
333 BURGESS DRIVE, MENLO PARK, CA

202. CHEMICAL LOCATION CONFIDENTIAL EPCRA ☐ YES ☒ NO

1. FACILITY ID # *(Agency Use Only)*

203. MAP # *(Optional)*

204. GRID # *(Optional)*

II. CHEMICAL INFORMATION

205. CHEMICAL NAME
LOW SULFER DIESEL FUEL # 2

206. TRADE SECRET ☐ Yes ☒ No
If subject to EPCRA, refer to instructions

207. COMMON NAME
DIESEL

208. EHS* ☐ Yes ☒ No

209. CAS#
68476-34-6

*If EHS is "Yes," all amounts below must be in lbs.

210. FIRE CODE HAZARD CLASSES *(Complete if required by CUPA)*
(3) FLAMMABLE LIQUID

211. HAZARDOUS MATERIAL TYPE *(Check one item only)* ☒ a. PURE ☐ b. MIXTURE ☐ c. WASTE

212. RADIOACTIVE ☐ Yes ☒ No

213. CURIES
NA

214. PHYSICAL STATE *(Check one item only)* ☐ a. SOLID ☒ b. LIQUID ☐ c. GAS

215. LARGEST CONTAINER
10,000 GALLON

216. FED HAZARD CATEGORIES *(Check all that apply)* ☒ a. FIRE ☐ b. REACTIVE ☒ c. PRESSURE RELEASE ☒ d. ACUTE HEALTH ☒ e. CHRONIC HEALTH

217. AVERAGE DAILY AMOUNT	218. MAXIMUM DAILY AMOUNT	219. ANNUAL WASTE AMOUNT	220. STATE WASTE CODE
4,500 GALLONS	9,000 GALLONS	0	

221. UNITS* *(Check one item only)* ☒ a. GALLONS ☐ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS
* If EHS, amount must be in pounds.

222. DAYS ON SITE
365

223. STORAGE CONTAINER
☐ a. ABOVEGROUND TANK ☒ b. UNDERGROUND TANK ☐ c. TANK INSIDE BUILDING ☐ d. STEEL DRUM ☐ e. PLASTIC/NONMETALLIC DRUM ☐ f. CAN ☐ g. CARBOY ☐ h. SILO ☐ i. FIBER DRUM ☐ j. BAG ☐ k. BOX ☐ l. CYLINDER ☐ m. GLASS BOTTLE ☐ n. PLASTIC BOTTLE ☐ o. TOTE BIN ☐ p. TANK WAGON ☐ q. RAIL CAR ☐ r. OTHER

224. STORAGE PRESSURE ☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

225. STORAGE TEMPERATURE ☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☐ d. CRYOGENIC

	% WT (226.)	HAZARDOUS COMPONENT *(For mixture or waste only)*	EHS	CAS #
1.	100	227. LOW SULFER DIESEL FUEL	228. ☐ Yes ☒ No	229. 68476-34-6
2.	230.	231.	232. ☐ Yes ☐ No	233.
3.	234.	235.	236. ☐ Yes ☐ No	237.
4.		239.	240. ☐ Yes ☐ No	241.
5.	242.	243.	244. ☐ Yes ☐ No	245.

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

246. ADDITIONAL LOCALLY COLLECTED INFORMATION
DOT Hazard Class: (3) FLAMMABLE LIQUID

If EPCRA, Please Sign Here. _____

If this facility is subject to Federal Emergency Planning and Community Right to Know Act (EPCRA) reporting requirements, a signature is required at the bottom of the form if the page lists an Extremely Hazardous Substance (EHS) handled at or above its Federal Threshold Planning Quantity (TPQ) or 500 pounds, whichever is less.

UNIDOCS
HAZARDOUS MATERIALS

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(One page per material per building or area)

☐ ADD ☐ DELETE ☒ REVISE 200.

I. FACILITY INFORMATION

BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)* 3.
CITY OF MENLO PARK, CORPORATION YARD

CHEMICAL LOCATION 201.
333 BURGESS DRIVE, MENLO PARK, CA. 94025

CHEMICAL LOCATION CONFIDENTIAL EPCRA 202.
☐ YES ☒ NO

FACILITY ID # *(Agency Use Only)* 1.

MAP # *(Optional)* 203.

GRID # *(Optional)* 204.

II. CHEMICAL INFORMATION

CHEMICAL NAME 205.
UNLEADED GASOLINE

TRADE SECRET 206.
If subject to EPCRA, refer to instructions ☐ Yes ☒ No

COMMON NAME 207.
GASOLINE

EHS* 208.
☐ Yes ☒ No

CAS# 8006-61-9 209.
8006-61-9

*If EHS is "Yes," all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES *(Complete if required by CUPA)* 210.
(3) FLAMMABLE LIQUID

HAZARDOUS MATERIAL TYPE *(Check one item only)* 211.
☒ a. PURE ☐ b. MIXTURE ☐ c. WASTE

RADIOACTIVE 212.
☐ Yes ☒ No

CURIES 213.
NA

PHYSICAL STATE *(Check one item only)* 214.
☐ a. SOLID ☒ b. LIQUID ☐ c. GAS

LARGEST CONTAINER 215.
10,000 GALLON

FED HAZARD CATEGORIES *(Check all that apply)* 216.
☒ a. FIRE ☐ b. REACTIVE ☐ c. PRESSURE RELEASE ☒ d. ACUTE HEALTH ☒ e. CHRONIC HEALTH

AVERAGE DAILY AMOUNT 217.	MAXIMUM DAILY AMOUNT 218.	ANNUAL WASTE AMOUNT 219.	STATE WASTE CODE 220.
10,000 GALLON	16,000	0	

UNITS* *(Check one item only)* 221.
☒ a. GALLONS ☐ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS
* If EHS, amount must be in pounds.

DAYS ON SITE 222.
365

STORAGE CONTAINER 223.
☐ a. ABOVEGROUND TANK ☐ f. CAN ☐ k. BOX ☐ p. TANK WAGON
☒ b. UNDERGROUND TANK ☐ g. CARBOY ☐ l. CYLINDER ☐ q. RAIL CAR
☐ c. TANK INSIDE BUILDING ☐ h. SILO ☐ m. GLASS BOTTLE ☐ r. OTHER
☐ d. STEEL DRUM ☐ i. FIBER DRUM ☐ n. PLASTIC BOTTLE
☐ e. PLASTIC/NONMETALLIC DRUM ☐ j. BAG ☐ o. TOTE BIN

STORAGE PRESSURE 224.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

STORAGE TEMPERATURE 225.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☐ d. CRYOGENIC

	% WT	HAZARDOUS COMPONENT *(For mixture or waste only)*	EHS	CAS #
1.	226. 100	227. UNLEADED GASOLINE	228. ☐ Yes ☒ No	229. 8006-61-9
2.	230.	231.	232. ☐ Yes ☐ No	233.
3.	234.	235.	236. ☐ Yes ☐ No	237.
4.	238.	239.	240. ☐ Yes ☐ No	241.
5.	242.	243.	244. ☐ Yes ☐ No	245.

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION 246.
DOT Hazard Class: (3) FLAMMABLE LIQUID

If EPCRA, Please Sign Here. _____

If this facility is subject to Federal Emergency Planning and Community Right to Know Act (EPCRA) reporting requirements, a signature is required at the bottom of the form if the page lists an Extremely Hazardous Substance (EHS) handled at or above its Federal Threshold Planning Quantity (TPQ) or 500 pounds, whichever is less.

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(One page per material per building or area)

☐ ADD ☐ DELETE ☒ REVISE 200.

I. FACILITY INFORMATION

BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)* 3.
CITY OF MENLO PARK

CHEMICAL LOCATION 201.
ABOVE GROUND TANK, GENERATOR MOUNTED

CHEMICAL LOCATION CONFIDENTIAL EPCRA 202.
☐ YES ☒ NO

FACILITY ID # *(Agency Use Only)* | | | — | | | | — | | | | | | | 1.

MAP # *(Optional)* 203.

GRID # *(Optional)* 204.

II. CHEMICAL INFORMATION

CHEMICAL NAME 205.

TRADE SECRET 206.
If subject to EPCRA, refer to instructions ☐ Yes ☒ No

COMMON NAME 207.
DIESEL MOTOR FUEL

EHS* 208.
☐ Yes ☐ No

CAS# 209.
17122

*If EHS is "Yes," all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES *(Complete if required by CUPA)* 210.
(3) FLAMMABLE LIQUID

HAZARDOUS MATERIAL TYPE *(Check one item only)* 211.
☒ a. PURE ☐ b. MIXTURE ☐ c. WASTE

RADIOACTIVE 212.
☐ Yes ☒ No

CURIES 213.

PHYSICAL STATE *(Check one item only)* 214.
☐ a. SOLID ☒ b. LIQUID ☐ c. GAS

LARGEST CONTAINER 215.
300 GALLON

FED HAZARD CATEGORIES *(Check all that apply)* 216.
☒ a. FIRE ☐ b. REACTIVE ☐ c. PRESSURE RELEASE ☒ d. ACUTE HEALTH ☒ e. CHRONIC HEALTH

AVERAGE DAILY AMOUNT 217.	MAXIMUM DAILY AMOUNT 218.	ANNUAL WASTE AMOUNT 219.	STATE WASTE CODE 220.
250	250	0	

UNITS* *(Check one item only)* 221.
☒ a. GALLONS ☐ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS
* If EHS, amount must be in pounds.

DAYS ON SITE 222.
365

STORAGE CONTAINER 223.

X a. ABOVEGROUND TANK	☐ f. CAN	☐ k. BOX	☐ p. TANK WAGON
☐ b. UNDERGROUND TANK	☐ g. CARBOY	☐ l. CYLINDER	☐ q. RAIL CAR
☐ c. TANK INSIDE BUILDING	☐ h. SILO	☐ m. GLASS BOTTLE	☐ r. OTHER
☐ d. STEEL DRUM	☐ i. FIBER DRUM	☐ n. PLASTIC BOTTLE	
☐ e. PLASTIC/NONMETALLIC DRUM	☐ j. BAG	☐ o. TOTE BIN	

STORAGE PRESSURE 224.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

STORAGE TEMPERATURE 225.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☐ d. CRYOGENIC

	% WT	HAZARDOUS COMPONENT *(For mixture or waste only)*	EHS	CAS #
1.	100 226.	DIESEL FUEL 227.	☐ Yes ☒ No 228.	17122 229.
2.	230.	231.	☐ Yes ☐ No 232.	233.
3.	234.	235.	☐ Yes ☐ No 236.	237.
4.	238.	239.	☐ Yes ☐ No 240.	241.
5.	242.	243.	☐ Yes ☐ No 244.	245.

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION 246.
DOT Hazard Class: 1993

If EPCRA, Please Sign Here. _____

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(One page per material per building or area)

☐ ADD ☐ DELETE ☒ REVISE 200. Page ____ of ____

I. FACILITY INFORMATION

BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)* 3.
CITY OF MENLO PARK

CHEMICAL LOCATION 201.
MECHANIC SHOP AND BAY NEAR PRESSURE WASH.

CHEMICAL LOCATION CONFIDENTIAL EPCRA 202.
☐ YES ☒ NO

FACILITY ID # *(Agency Use Only)* | | | — | | | | — | | | | | | | 1.

MAP # *(Optional)* 203.

GRID # *(Optional)* 204.

II. CHEMICAL INFORMATION

CHEMICAL NAME 205.
REFINED MINERAL OIL

TRADE SECRET 206.
If subject to EPCRA, refer to instructions ☐ Yes ☒ No

COMMON NAME 207.
MOTOR OIL

EHS* 208.
☐ Yes ☒ No

CAS# 209.
64742650

*If EHS is "Yes," all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES *(Complete if required by CUPA)* 210.
(3) FLAMMABLE LIQUID

HAZARDOUS MATERIAL TYPE *(Check one item only)* 211.
☒ a. PURE ☐ b. MIXTURE ☐ c. WASTE

RADIOACTIVE 212.
☐ Yes ☒ No

CURIES 213.

PHYSICAL STATE *(Check one item only)* 214.
☐ a. SOLID ☒ b. LIQUID ☐ c. GAS

LARGEST CONTAINER 215.
55 GALLON

FED HAZARD CATEGORIES *(Check all that apply)* 216.
☒ a. FIRE ☐ b. REACTIVE ☐ c. PRESSURE RELEASE ☐ d. ACUTE HEALTH ☒ e. CHRONIC HEALTH

AVERAGE DAILY AMOUNT 217.	MAXIMUM DAILY AMOUNT 218.	ANNUAL WASTE AMOUNT 219.	STATE WASTE CODE 220.
300	300	300	

UNITS* *(Check one item only)* 221.
☒ a. GALLONS ☐ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS
* If EHS, amount must be in pounds.

DAYS ON SITE 222.
365

STORAGE CONTAINER 223.

☐ a. ABOVEGROUND TANK	☐ f. CAN	☐ k. BOX	☐ p. TANK WAGON
☐ b. UNDERGROUND TANK	☐ g. CARBOY	☐ l. CYLINDER	☐ q. RAIL CAR
☐ c. TANK INSIDE BUILDING	☐ h. SILO	☐ m. GLASS BOTTLE	☐ r. OTHER
☒ d. STEEL DRUM	☐ i. FIBER DRUM	☐ n. PLASTIC BOTTLE	
☐ e. PLASTIC/NONMETALLIC DRUM	☐ j. BAG	☐ o. TOTE BIN	

STORAGE PRESSURE 224.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

STORAGE TEMPERATURE 225.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☐ d. CRYOGENIC

	% WT	HAZARDOUS COMPONENT *(For mixture or waste only)*	EHS	CAS #
1.	100 226.	REFINED MINERAL OIL. MOTOR OIL 227.	☐ Yes ☒ No 228.	64742650 229.
2.	230.	231.	☐ Yes ☐ No 232.	233.
3.	234.	235.	☐ Yes ☐ No 236.	237.
4.	238.	239.	☐ Yes ☐ No 240.	241.
5.	242.	243.	☐ Yes ☐ No 244.	245.

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION 246.
DOT Hazard Class: (3) FLAMMABLE LIQUID

If EPCRA, Please Sign Here. _____

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(One page per material per building or area)

☐ ADD ☐ DELETE ☒ REVISE 200. Page ____ of ____

I. FACILITY INFORMATION

BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)* 3.
CITY OF MENLO PARK

CHEMICAL LOCATION 201.
Underground Storage Tank in Front of Mechanic Shop

CHEMICAL LOCATION CONFIDENTIAL EPCRA 202.
☐ YES ☒ NO

FACILITY ID # *(Agency Use Only)* | | | — | | | | — | | | | | | | 1.

MAP # *(Optional)* 203.

GRID # *(Optional)* 204.

II. CHEMICAL INFORMATION

CHEMICAL NAME 205.
USED CRANKCASE OIL

TRADE SECRET 206.
If subject to EPCRA, refer to instructions ☐ Yes ☒ No

COMMON NAME 207.
OILY WATER (USED OIL)

EHS* 208.
☐ Yes ☒ No

CAS# 209.
8002-05-9

*If EHS is "Yes," all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES *(Complete if required by CUPA)* 210.
(3) FLAMMABLE LIQUID

HAZARDOUS MATERIAL TYPE *(Check one item only)* 211.
☐ a. PURE ☒ b. MIXTURE ☐ c. WASTE

RADIOACTIVE 212.
☐ Yes ☒ No

CURIES 213.

PHYSICAL STATE *(Check one item only)* 214.
☐ a. SOLID ☒ b. LIQUID ☐ c. GAS

LARGEST CONTAINER 215.
525 GALLONS

FED HAZARD CATEGORIES *(Check all that apply)* 216.
☐ a. FIRE ☐ b. REACTIVE ☐ c. PRESSURE RELEASE ☐ d. ACUTE HEALTH ☒ e. CHRONIC HEALTH

AVERAGE DAILY AMOUNT 217.	MAXIMUM DAILY AMOUNT 218.	ANNUAL WASTE AMOUNT 219.	STATE WASTE CODE 220.
10	100	200	221

UNITS* *(Check one item only)* 221.
☒ a. GALLONS ☐ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS
* If EHS, amount must be in pounds.

DAYS ON SITE 222.
365

STORAGE CONTAINER 223.

☐ a. ABOVEGROUND TANK	☐ f. CAN	☐ k. BOX	☐ p. TANK WAGON
☒ b. UNDERGROUND TANK	☐ g. CARBOY	☐ l. CYLINDER	☐ q. RAIL CAR
☐ c. TANK INSIDE BUILDING	☐ h. SILO	☐ m. GLASS BOTTLE	☐ r. OTHER
☐ d. STEEL DRUM	☐ i. FIBER DRUM	☐ n. PLASTIC BOTTLE	
☐ e. PLASTIC/NONMETALLIC DRUM	☐ j. BAG	☐ o. TOTE BIN	

STORAGE PRESSURE 224.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

STORAGE TEMPERATURE 225.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☐ d. CRYOGENIC

	% WT	HAZARDOUS COMPONENT *(For mixture or waste only)*	EHS	CAS #
1.	40 (226.)	USED ENGINE OIL (227.)	☐ Yes ☒ No (228.)	8002-05-9 (229.)
2.	0-5 (230.)	ETYLENE GLYCOL (231.)	☐ Yes ☒ No (232.)	107-21-1 (233.)
3.	0-5 (234.)	DIESEL FUEL (235.)	☐ Yes ☒ No (236.)	68476-34-6800 (237.)
4.	0-5 (238.)	GASOLINE (239.)	☐ Yes ☒ No (240.)	8006-61-9 (241.)
5.	(242.)	WATER (243.)	☐ Yes ☒ No (244.)	7732-18-5 (245.)

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION 246.
DOT Hazard Class: (3) FLAMMABLE LIQUID

If EPCRA, Please Sign Here. _____

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(One page per material per building or area)

☐ ADD ☐ DELETE ☒ REVISE 200. Page ____ of ____

I. FACILITY INFORMATION

BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)* 3.
CITY OF MENLO PARK

CHEMICAL LOCATION 201.
STORAGE BAY AT SOUTH END OF YARD

CHEMICAL LOCATION CONFIDENTIAL EPCRA 202.
☐ YES ☒ NO

FACILITY ID # *(Agency Use Only)* | | | — | | | | — | | | | | | | 1.

MAP # *(Optional)* 203.

GRID # *(Optional)* 204.

II. CHEMICAL INFORMATION

CHEMICAL NAME 205.
UNITED 396

TRADE SECRET 206.
If subject to EPCRA, refer to instructions ☐ Yes ☒ No

COMMON NAME 207.
TAR REMOVER

EHS* 208.
☐ Yes ☒ No

CAS# 209.

*If EHS is "Yes," all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES *(Complete if required by CUPA)* 210.

HAZARDOUS MATERIAL TYPE *(Check one item only)* 211.
☐ a. PURE ☒ b. MIXTURE ☐ c. WASTE

RADIOACTIVE 212.
☐ Yes ☒ No

CURIES 213.

PHYSICAL STATE *(Check one item only)* 214.
☐ a. SOLID ☒ b. LIQUID ☐ c. GAS

LARGEST CONTAINER 215.
55 GALLON

FED HAZARD CATEGORIES *(Check all that apply)* 216.
☐ a. FIRE ☐ b. REACTIVE ☐ c. PRESSURE RELEASE ☒ d. ACUTE HEALTH ☒ e. CHRONIC HEALTH

AVERAGE DAILY AMOUNT 217.	MAXIMUM DAILY AMOUNT 218.	ANNUAL WASTE AMOUNT 219.	STATE WASTE CODE 220.
55	55	0	

UNITS* *(Check one item only)* 221.
☒ a. GALLONS ☐ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS
* If EHS, amount must be in pounds.

DAYS ON SITE 222.
365

STORAGE CONTAINER 223.

☐ a. ABOVEGROUND TANK	☐ f. CAN	☐ k. BOX	☐ p. TANK WAGON
☐ b. UNDERGROUND TANK	☐ g. CARBOY	☐ l. CYLINDER	☐ q. RAIL CAR
☐ c. TANK INSIDE BUILDING	☐ h. SILO	☐ m. GLASS BOTTLE	☐ r. OTHER
☒ d. STEEL DRUM	☐ i. FIBER DRUM	☐ n. PLASTIC BOTTLE	
☐ e. PLASTIC/NONMETALLIC DRUM	☐ j. BAG	☐ o. TOTE BIN	

STORAGE PRESSURE 224.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

STORAGE TEMPERATURE 225.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☐ d. CRYOGENIC

% WT	HAZARDOUS COMPONENT *(For mixture or waste only)*	EHS	CAS #
1. 226.	227.	☐ Yes ☐ No 228.	229.
2. 230.	231.	☐ Yes ☐ No 232.	233.
3. 234.	235.	☐ Yes ☐ No 236.	237.
4. 238.	239.	☐ Yes ☐ No 240.	241.
5. 242.	243.	☐ Yes ☐ No 244.	245.

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION 246.
DOT Hazard Class:

If EPCRA, Please Sign Here. _____

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(One page per material per building or area)

☐ ADD ☐ DELETE ☒ REVISE 200. Page ____ of ____

I. FACILITY INFORMATION

BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)* 3.
CITY OF MENLO PARK

CHEMICAL LOCATION 201.
SATELLITE TANK NEAR PRESSURE WASHER

CHEMICAL LOCATION CONFIDENTIAL EPCRA 202.
☐ YES ☒ NO

FACILITY ID # *(Agency Use Only)* | | | — | | | | — | | | | | | | 1.

MAP # *(Optional)* 203.

GRID # *(Optional)* 204.

II. CHEMICAL INFORMATION

CHEMICAL NAME 205.
ETHYLENE GLYCOL (USED)

TRADE SECRET 206.
☐ Yes ☒ No

COMMON NAME 207.
AUTOMOTIVE COOLANT / ANTI FREEZE

EHS* 208.
☐ Yes ☒ No

CAS# 209.
107-21-1

*If EHS is "Yes," all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES *(Complete if required by CUPA)* 210.
(9) Miscellaneous

HAZARDOUS MATERIAL TYPE *(Check one item only)* 211.
☐ a. PURE ☒ b. MIXTURE ☐ c. WASTE

RADIOACTIVE 212.
☐ Yes ☒ No

CURIES 213.

PHYSICAL STATE *(Check one item only)* 214.
☐ a. SOLID ☒ b. LIQUID ☐ c. GAS

LARGEST CONTAINER 215.
100 GALLON

FED HAZARD CATEGORIES *(Check all that apply)* 216.
☐ a. FIRE ☐ b. REACTIVE ☐ c. PRESSURE RELEASE ☒ d. ACUTE HEALTH ☐ e. CHRONIC HEALTH

AVERAGE DAILY AMOUNT 217.	MAXIMUM DAILY AMOUNT 218.	ANNUAL WASTE AMOUNT 219.	STATE WASTE CODE 220.
60	60	60	213

UNITS* *(Check one item only)* 221.
☐ a. GALLONS ☐ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS
* If EHS, amount must be in pounds.

DAYS ON SITE 222.
365

STORAGE CONTAINER 223.

☒ a. ABOVEGROUND TANK	☐ f. CAN	☐ k. BOX	☐ p. TANK WAGON
☐ b. UNDERGROUND TANK	☐ g. CARBOY	☐ l. CYLINDER	☐ q. RAIL CAR
☐ c. TANK INSIDE BUILDING	☐ h. SILO	☐ m. GLASS BOTTLE	☐ r. OTHER
☐ d. STEEL DRUM	☐ i. FIBER DRUM	☐ n. PLASTIC BOTTLE	
☐ e. PLASTIC/NONMETALLIC DRUM	☐ j. BAG	☐ o. TOTE BIN	

STORAGE PRESSURE 224.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

STORAGE TEMPERATURE 225.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☐ d. CRYOGENIC

	% WT	HAZARDOUS COMPONENT *(For mixture or waste only)*	EHS	CAS #
1.	50 226.	ETHYLENE GLYCOL 227.	☐ Yes ☒ No 228.	107-21-1 229.
2.	50 230.	WATER H2O 231.	☐ Yes ☒ No 232.	7732-18-5 233.
3.	234.	235.	☐ Yes ☐ No 236.	237.
4.	238.	239.	☐ Yes ☐ No 240.	241.
5.	242.	243.	☐ Yes ☐ No 244.	245.

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION 246.
DOT Hazard Class: (9) Miscellaneous

If EPCRA, Please Sign Here. _____

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(One page per material per building or area)

☐ ADD ☐ DELETE ☒ REVISE 200. Page ____ of ____

I. FACILITY INFORMATION

BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)* 3.
CITY OF MENLO PARK

CHEMICAL LOCATION 201.
WATER DEPARTMENT

CHEMICAL LOCATION CONFIDENTIAL EPCRA 202.
☐ YES ☒ NO

FACILITY ID # *(Agency Use Only)* | | | — | | | | — | | | | | | | 1.

MAP # *(Optional)* 203.

GRID # *(Optional)* 204.

II. CHEMICAL INFORMATION

CHEMICAL NAME 205.
CARBON DIOXIDE

TRADE SECRET 206.
If subject to EPCRA, refer to instructions ☐ Yes ☒ No

COMMON NAME 207.
CO2

EHS* 208.
☐ Yes ☒ No

CAS# 209.
124-38-9

*If EHS is "Yes," all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES *(Complete if required by CUPA)* 210.
(2) Compressed Gas

HAZARDOUS MATERIAL TYPE *(Check one item only)* 211.
☒ a. PURE ☐ b. MIXTURE ☐ c. WASTE

RADIOACTIVE 212.
☐ Yes ☒ No

CURIES 213.

PHYSICAL STATE *(Check one item only)* 214.
☐ a. SOLID ☐ b. LIQUID ☒ c. GAS

LARGEST CONTAINER 215.
200 CUBIC FEET

FED HAZARD CATEGORIES *(Check all that apply)* 216.
☐ a. FIRE ☐ b. REACTIVE ☒ c. PRESSURE RELEASE ☒ d. ACUTE HEALTH ☐ e. CHRONIC HEALTH

AVERAGE DAILY AMOUNT 217.	MAXIMUM DAILY AMOUNT 218.	ANNUAL WASTE AMOUNT 219.	STATE WASTE CODE 220.
250	250	0	

UNITS* *(Check one item only)* 221.
☐ a. GALLONS ☒ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS
* If EHS, amount must be in pounds.

DAYS ON SITE 222.
365

STORAGE CONTAINER 223.

☐ a. ABOVEGROUND TANK	☐ f. CAN	☐ k. BOX	☐ p. TANK WAGON
☐ b. UNDERGROUND TANK	☐ g. CARBOY	☒ l. CYLINDER	☐ q. RAIL CAR
☐ c. TANK INSIDE BUILDING	☐ h. SILO	☐ m. GLASS BOTTLE	☐ r. OTHER
☐ d. STEEL DRUM	☐ i. FIBER DRUM	☐ n. PLASTIC BOTTLE	
☐ e. PLASTIC/NONMETALLIC DRUM	☐ j. BAG	☐ o. TOTE BIN	

STORAGE PRESSURE 224.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

STORAGE TEMPERATURE 225.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☐ d. CRYOGENIC

	% WT	HAZARDOUS COMPONENT *(For mixture or waste only)*	EHS	CAS #
1.	226. 100	227. CARBON DIOXIDE GAS	228. ☐ Yes ☒ No	229. 124-38-9
2.	230.	231.	232. ☐ Yes ☐ No	233.
3.	234.	235.	236. ☐ Yes ☐ No	237.
4.	238.	239.	240. ☐ Yes ☐ No	241.
5.	242.	243.	244. ☐ Yes ☐ No	245.

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION 246.
DOT Hazard Class: (2) COMPRESSED GAS

If EPCRA, Please Sign Here. _____

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(One page per material per building or area)

☐ ADD ☐ DELETE ☒ REVISE 200. Page ____ of ____

I. FACILITY INFORMATION

BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)* 3.
CITY OF MENLO PARK

CHEMICAL LOCATION 201.
MECHANIC SHOP A & B, WELDING SHOP

CHEMICAL LOCATION CONFIDENTIAL EPCRA 202.
☐ YES ☒ NO

FACILITY ID # *(Agency Use Only)* | | | — | | | | — | | | | | | | 1.

MAP # *(Optional)* 203.

GRID # *(Optional)* 204.

II. CHEMICAL INFORMATION

CHEMICAL NAME 205.
NOS

TRADE SECRET 206.
If subject to EPCRA, refer to instructions ☐ Yes ☒ No

COMMON NAME 207.
ARGON, CARBON DIOXIDE

EHS* 208.
☐ Yes ☒ No

CAS# 209.
ARGON 7440-37-1 / CO2 124-38-9

*If EHS is "Yes," all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES *(Complete if required by CUPA)* 210.
(2) COMPRESSED GAS, NON FLAMMABLE

HAZARDOUS MATERIAL TYPE *(Check one item only)* 211. ☐ a. PURE ☒ b. MIXTURE ☐ c. WASTE

RADIOACTIVE 212. ☐ Yes ☒ No

CURIES 213.

PHYSICAL STATE *(Check one item only)* 214. ☐ a. SOLID ☐ b. LIQUID ☐ c. GAS

LARGEST CONTAINER 215.
200 CUBIC FEET

FED HAZARD CATEGORIES *(Check all that apply)* 216. ☐ a. FIRE ☐ b. REACTIVE ☒ c. PRESSURE RELEASE ☐ d. ACUTE HEALTH ☐ e. CHRONIC HEALTH

AVERAGE DAILY AMOUNT 217.	MAXIMUM DAILY AMOUNT 218.	ANNUAL WASTE AMOUNT 219.	STATE WASTE CODE 220.
150	150	0	

UNITS* *(Check one item only)* 221. ☐ a. GALLONS ☒ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS
* If EHS, amount must be in pounds.

DAYS ON SITE 222.
365

STORAGE CONTAINER 223.

☐ a. ABOVEGROUND TANK	☐ f. CAN	☐ k. BOX	☐ p. TANK WAGON
☐ b. UNDERGROUND TANK	☐ g. CARBOY	☒ l. CYLINDER	☐ q. RAIL CAR
☐ c. TANK INSIDE BUILDING	☐ h. SILO	☐ m. GLASS BOTTLE	☐ r. OTHER
☐ d. STEEL DRUM	☐ i. FIBER DRUM	☐ n. PLASTIC BOTTLE	
☐ e. PLASTIC/NONMETALLIC DRUM	☐ j. BAG	☐ o. TOTE BIN	

STORAGE PRESSURE 224. ☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

STORAGE TEMPERATURE 225. ☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☐ d. CRYOGENIC

	% WT	HAZARDOUS COMPONENT *(For mixture or waste only)*	EHS	CAS #
1.	226. 75	227. ARGON	228. ☐ Yes ☒ No	229. 7440-37-1
2.	230. 25	231. CARBON DIOXIDE	232. ☐ Yes ☒ No	233. 124-38-9
3.	234.	235.	236. ☐ Yes ☐ No	237.
4.	238.	239.	240. ☐ Yes ☐ No	241.
5.	242.	243.	244. ☐ Yes ☐ No	245.

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION 246.
DOT Hazard Class: (2) COMPRESSED GAS NON FLAMMABLE

If EPCRA, Please Sign Here. _____

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(One page per material per building or area)

200. ☐ ADD ☐ DELETE ☒ REVISE | Page ____ of ____

I. FACILITY INFORMATION

BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)* 3.
CITY OF MENLO PARK

CHEMICAL LOCATION 201.
WELDING SHOP ADJACENT TO MECHANIC SHOP

CHEMICAL LOCATION CONFIDENTIAL EPCRA 202.
☐ YES ☒ NO

FACILITY ID # *(Agency Use Only)* | 1. | MAP # *(Optional)* 203. | GRID # *(Optional)* 204.

II. CHEMICAL INFORMATION

CHEMICAL NAME 205.

TRADE SECRET 206.
If subject to EPCRA, refer to instructions ☐ Yes ☒ No

COMMON NAME 207.
OXYGEN

EHS* 208.
☐ Yes ☒ No

CAS# 209.
7782-44-7

*If EHS is "Yes," all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES *(Complete if required by CUPA)* 210.
(2) COMPRESSED GAS, OXIDIZER

HAZARDOUS MATERIAL TYPE *(Check one item only)* 211.
☒ a. PURE ☐ b. MIXTURE ☐ c. WASTE

RADIOACTIVE 212.
☐ Yes ☒ No

CURIES 213.

PHYSICAL STATE *(Check one item only)* 214.
☐ a. SOLID ☐ b. LIQUID ☒ c. GAS

LARGEST CONTAINER 215.
200 CU. FT.

FED HAZARD CATEGORIES *(Check all that apply)* 216.
☒ a. FIRE ☐ b. REACTIVE ☐ c. PRESSURE RELEASE ☐ d. ACUTE HEALTH ☒ e. CHRONIC HEALTH

AVERAGE DAILY AMOUNT 217.	MAXIMUM DAILY AMOUNT 218.	ANNUAL WASTE AMOUNT 219.	STATE WASTE CODE 220.
200	200	0	

UNITS* *(Check one item only)* 221.
☐ a. GALLONS ☒ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS
* If EHS, amount must be in pounds.

DAYS ON SITE 222.
365

STORAGE CONTAINER 223.

☐ a. ABOVEGROUND TANK	☐ f. CAN	☐ k. BOX	☐ p. TANK WAGON
☐ b. UNDERGROUND TANK	☐ g. CARBOY	☒ l. CYLINDER	☐ q. RAIL CAR
☐ c. TANK INSIDE BUILDING	☐ h. SILO	☐ m. GLASS BOTTLE	☐ r. OTHER
☐ d. STEEL DRUM	☐ i. FIBER DRUM	☐ n. PLASTIC BOTTLE	
☐ e. PLASTIC/NONMETALLIC DRUM	☐ j. BAG	☐ o. TOTE BIN	

STORAGE PRESSURE 224.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

STORAGE TEMPERATURE 225.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☐ d. CRYOGENIC

	% WT	HAZARDOUS COMPONENT *(For mixture or waste only)*	EHS	CAS #
1.	226. 100	227. OXYGEN	228. ☐ Yes ☐ No	229. 7782-44-7
2.	230.	231.	232. ☐ Yes ☐ No	233.
3.	234.	235.	236. ☐ Yes ☐ No	237.
4.	238.	239.	240. ☐ Yes ☐ No	241.
5.	242.	243.	244. ☐ Yes ☐ No	245.

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION 246.
DOT Hazard Class: 1072

If EPCRA, Please Sign Here. _____

UNIFIED PROGRAM CONSOLIDATED FORM
HAZARDOUS MATERIALS

HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION

(One page per material per building or area)

☐ ADD ☐ DELETE ☒ REVISE 200. Page ____ of ____

I. FACILITY INFORMATION

BUSINESS NAME *(Same as Facility Name or DBA – Doing Business As)* 3.
CITY OF MENLO PARK

CHEMICAL LOCATION 201.
WELDING SHOP ADJACENT TO MECHANIC SHOP

CHEMICAL LOCATION CONFIDENTIAL EPCRA 202.
☐ YES ☒ NO

FACILITY ID # *(Agency Use Only)* 1.

MAP # *(Optional)* 203.

GRID # *(Optional)* 204.

II. CHEMICAL INFORMATION

CHEMICAL NAME 205.

TRADE SECRET 206.
If subject to EPCRA, refer to instructions ☐ Yes ☒ No

COMMON NAME 207.
ACETYLENE

EHS* 208.
☐ Yes ☒ No

CAS# 209.
74-86-2

*If EHS is "Yes," all amounts below must be in lbs.

FIRE CODE HAZARD CLASSES *(Complete if required by CUPA)* 210.
(2) COMPRESSED GAS, FLAMMABLE

HAZARDOUS MATERIAL TYPE *(Check one item only)* 211.
☒ a. PURE ☐ b. MIXTURE ☐ c. WASTE

RADIOACTIVE 212.
☐ Yes ☒ No

CURIES 213.

PHYSICAL STATE *(Check one item only)* 214.
☐ a. SOLID ☐ b. LIQUID ☒ c. GAS

LARGEST CONTAINER 215.
200 CU. FT.

FED HAZARD CATEGORIES *(Check all that apply)* 216.
☒ a. FIRE ☐ b. REACTIVE ☒ c. PRESSURE RELEASE ☒ d. ACUTE HEALTH ☐ e. CHRONIC HEALTH

AVERAGE DAILY AMOUNT 217.	MAXIMUM DAILY AMOUNT 218.	ANNUAL WASTE AMOUNT 219.	STATE WASTE CODE 220.
200	200	0	

UNITS* *(Check one item only)* 221.
☐ a. GALLONS ☒ b. CUBIC FEET ☐ c. POUNDS ☐ d. TONS
* If EHS, amount must be in pounds.

DAYS ON SITE 222.
365

STORAGE CONTAINER 223.

☐ a. ABOVEGROUND TANK	☐ f. CAN	☐ k. BOX	☐ p. TANK WAGON
☐ b. UNDERGROUND TANK	☐ g. CARBOY	☒ l. CYLINDER	☐ q. RAIL CAR
☐ c. TANK INSIDE BUILDING	☐ h. SILO	☐ m. GLASS BOTTLE	☐ r. OTHER
☐ d. STEEL DRUM	☐ i. FIBER DRUM	☐ n. PLASTIC BOTTLE	
☐ e. PLASTIC/NONMETALLIC DRUM	☐ j. BAG	☐ o. TOTE BIN	

STORAGE PRESSURE 224.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT

STORAGE TEMPERATURE 225.
☒ a. AMBIENT ☐ b. ABOVE AMBIENT ☐ c. BELOW AMBIENT ☐ d. CRYOGENIC

	% WT	HAZARDOUS COMPONENT *(For mixture or waste only)*	EHS	CAS #
1.	226. 100	227. ACETYLENE	228. ☐ Yes ☐ No	229. 74-86-2
2.	230.	231.	232. ☐ Yes ☐ No	233.
3.	234.	235.	236. ☐ Yes ☐ No	237.
4.	238.	239.	240. ☐ Yes ☐ No	241.
5.	242.	243.	244. ☐ Yes ☐ No	245.

If more hazardous components are present at greater than 1% by weight if non-carcinogenic, or 0.1% by weight if carcinogenic, attach additional sheets of paper capturing the required information.

ADDITIONAL LOCALLY COLLECTED INFORMATION 246.
DOT Hazard Class: 1001

If EPCRA, Please Sign Here. _____

RECEIVED

MAR 08 2018

CITY OF MENLO PARK
PLANNING DIVISION

Chemical Inventory

Chemical Name	CAS No.	Weight %	Use	State	Hazard Class	Hazard Ranking
CALCIUM HYPOCHLORITE TABLETS						
Calcium hypochlorite	7778-54-3	60 – 80	Sanitation	Solid	Corrosive	3-0-1-OX
Sodium chloride	7647-14-5	10 – 20	Binder	Solid	Corrosive	
Chloric acid, calcium salt (2:1)	10137-74-3	0 – 5	Binder	Solid	Corrosive	
Calcium chloride	10043-52-4	0 – 5	Binder	Solid	Corrosive	
Calcium hydroxide	1305-62-0	0 – 4	Binder	Solid	Corrosive	
Calcium carbonate	471-34-1	0 – 4	Binder	Solid	Corrosive	
1,2,4-Butanetricarboxylic acid, 2-phosphono-, sodium salt	40372-66-5	0.2 – 0.8	Binder	Solid	Corrosive	
Water	7732-18-5	4 – 8.5		Liquid		
AQUEOUS AMMONIA						
Anhydrous ammonia	7664-41-7	10 – 30		Solid	Corrosive	3
Water	7732-18-5	70 - 90		Liquid		

DEVELOPMENT SERVICES
PLANNING DIVISION
Contact: Matthew Pruter (650) 330-6703 or
mapruter@menlopark.org
701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 330-6702
FAX (650) 327-1653

AGENCY REFERRAL FORM
RETURN DUE DATE: Friday, March 23, 2018

DATE: March 9, 2018

TO: CITY OF MENLO PARK BUILDING DIVISION
701 Laurel Street
Menlo Park, CA 94025
(650) 330-6704

Applicant	Azalea Mitch
Applicant's Address	City of Menlo Park, 701 Laurel Street, Menlo Park, CA 94025 (email: aamitch@menlopark.org)
Telephone/FAX	(650) 330-6742
Contact Person	Pam Lowe (email: phlowe@menlopark.org; phone: (650) 330-6745)
Business Name	City of Menlo Park
Type of Business	Usage and storage of calcium hypochlorite briquettes on site for an emergency well previously permitted at the City's Corporation Yard. Aqueous ammonia will also be provided by direct injection, and will be delivered and stored within the facility. All hazardous materials will be used and stored within a building.
Project Address	333 Burgess Drive, Menlo Park, CA 94025

FOR OFFICE USE ONLY

☐ The hazardous materials listed are not of sufficient quantity to require approval by this Division.

☑ The Building Division has reviewed the applicant's plans and listed hazardous materials/chemicals and has found that the proposal meets all applicable California Building Code requirements.

☐ The Building Division has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Administrative Permit approval (please list the suggested conditions and mitigation measures).

The applicant's proposal has been reviewed by the City of Menlo Park's Building Division by:

Signature/Date	Name/Title (printed)
Ron LaFrance 3/15/18	Ron LaFrance, Building Official

Comments:

DEVELOPMENT SERVICES
PLANNING DIVISION
Contact: Matthew Pruter (650) 330-6703 or mapruter@menlopark.org
701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 330-6702
FAX (650) 327-1653

AGENCY REFERRAL FORM
RETURN DUE DATE: Friday, March 23, 2018

DATE: March 9, 2018

TO: **MENLO PARK FIRE PROTECTION DISTRICT**
Jon Johnston
170 Middlefield Road
Menlo Park, CA 94025
(650) 323-2407

Applicant	Azalea Mitch
Applicant's Address	City of Menlo Park, 701 Laurel Street, Menlo Park, CA 94025 (email: aamitch@menlopark.org)
Telephone/FAX	(650) 330-6745
Contact Person	Pam Lowe (email: phlowe@menlopark.org; phone: (650) 330-6745)
Business Name	City of Menlo Park
Type of Business	Usage and storage of calcium hypochlorite briquettes on site for an emergency well previously permitted at the City's Corporation Yard. Aqueous ammonia will also be provided by direct injection, and will be delivered and stored within the facility. All hazardous materials will be used and stored within a building.
Project Address	333 Burgess Drive, Menlo Park, CA 94025

FOR OFFICE USE ONLY

☐ The hazardous materials listed are not of sufficient quantity to require approval by this agency.

☑ The Fire District has reviewed the applicant's plans and use of listed hazardous materials/chemicals and has found the proposal to be in compliance with all applicable Fire Codes.

☐ The Fire District has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Administrative Permit approval (please list the suggested conditions and mitigation measures).

The applicant's proposal has been reviewed by the Menlo Park Fire Protection District by:

Signature/Date	Name/Title (printed)
	HAZ MAT CONSULTANT GORDON SIMPKINSON

Comments: PROJECT PRESENTS NO EXTRAORDINARY HAZARDS. APPLICANT WILL BE SUBJECT TO INITIAL AND ON GOING ANNUAL FIRE DISTRICT PERMIT AND INSPECTION REQUIREMENTS

DEVELOPMENT SERVICES
PLANNING DIVISION
Contact: Matthew Pruter (650) 330-6703 or
mapruter@menlopark.org
701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 330-6702
FAX (650) 327-1653

AGENCY REFERRAL FORM
RETURN DUE DATE: Friday, March 23, 2018

DATE: March 9, 2018

TO: SAN MATEO COUNTY ENVIRONMENTAL HEALTH SERVICES DIVISION
Amy DeMasi, Hazardous Materials Specialist
San Mateo County Environmental Health
2000 Alameda de las Pulgas, Suite 100
San Mateo, CA 94403
(650) 372-6235

Applicant	Azalea Mitch
Applicant's Address	City of Menlo Park, 701 Laurel Street, Menlo Park, CA 94025 (email: aamitch@menlopark.org)
Telephone/FAX	(650) 330-6745
Contact Person	Pam Lowe (email: phlowe@menlopark.org; phone: (650) 330-6745)
Business Name	City of Menlo Park
Type of Business	Usage and storage of calcium hypochlorite briquettes on site for an emergency well previously permitted at the City's Corporation Yard. Aqueous ammonia will also be provided by direct injection, and will be delivered and stored within the facility. All hazardous materials will be used and stored within a building.
Project Address	333 Burgess Drive, Menlo Park, CA 94025

FOR OFFICE USE ONLY

☐ The hazardous materials listed are not of sufficient quantity to require approval by this agency.

☐ The Health Department has reviewed the applicant's plans and use of listed hazardous materials/chemicals and has found the proposal to be in compliance with all applicable Codes.

☒ The Health Department has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Administrative Permit approval (please list the suggested conditions and mitigation measures). The Health Department will inspect the facility once it is in operation to assure compliance with applicable laws and regulations.

The applicant's proposal has been reviewed by the San Mateo County Environmental Health Services Division by:

Signature/Date	Name/Title (printed)

Comments: Public Works must update the HMBP within 30 days of storing 55 gallons aqueous ammonia. In the absence of a daily log of actual volume stored, the HMBP must be updated to show aqueous ammonia storage of 75 gallons (capacity of the storage tank).

DEVELOPMENT SERVICES
PLANNING DIVISION
Contact: Matthew Pruter (650) 330-6703 or
mapruter@menlopark.org
701 Laurel Street
Menlo Park, CA 94025
PHONE (650) 330-6702
FAX (650) 327-1653

AGENCY REFERRAL FORM
RETURN DUE DATE: Friday, March 23, 2018

DATE: March 9, 2018

TO: **WEST BAY SANITARY DISTRICT**
John Simonetti
500 Laurel Street
Menlo Park, CA 94025
(650) 321-0384

Applicant	Azalea Mitch
Applicant's Address	City of Menlo Park, 701 Laurel Street, Menlo Park, CA 94025 (email: aamitch@menlopark.org)
Telephone/FAX	(650) 330-6745
Contact Person	Pam Lowe (email: phlowe@menlopark.org; phone: (650) 330-6745)
Business Name	City of Menlo Park
Type of Business	Usage and storage of calcium hypochlorite briquettes on site for an emergency well previously permitted at the City's Corporation Yard. Aqueous ammonia will also be provided by direct injection, and will be delivered and stored within the facility. All hazardous materials will be used and stored within a building.
Project Address	333 Burgess Drive, Menlo Park, CA 94025

FOR OFFICE USE ONLY

☐ The hazardous materials listed are not of sufficient quantity to require approval by this agency.

☒ The Sanitary District has reviewed the applicant's proposed plans and use of listed hazardous materials/chemicals and has found that the proposal meets all applicable Code requirements.

☐ The Sanitary District has reviewed the applicant's plans and use of listed hazardous materials/chemicals outlined, and suggests conditions and mitigation measures to be made a part of the City's Administrative Permit approval (please list the suggested conditions and mitigation measures).

The applicant's proposal has been reviewed by the West Bay Sanitary District by: John Simonetti
Regulatory Compliance

Signature/Date	Name/Title (printed)
April 3, 2018	Phil Scott - District Manager

Comments:

STAFF REPORT

Planning Commission
Meeting Date: **5/14/2018**
Staff Report Number: **18-049-PC**

Public Hearing: **Use Permit and Architectural Control/NMSBPCSLDHB/40 Middlefield Road**

Recommendation

Staff recommends that the Planning Commission approve a request for a use permit and architectural control to construct a new single-story, 3,584 square-foot non-medical office building on a vacant parcel located at 40 Middlefield Road in the C-4 (General Commercial) zoning district. In addition, the applicant is requesting a parking reduction to provide 12 spaces, or a parking ratio of one space per 300 square feet of gross floor area (GFA). The project includes the dedication of 1,667 square feet of right-of-way along Middlefield Road associated with a plan line. The recommended actions are included as Attachment A.

Policy Issues

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

Background

Site location

The subject parcel is located at 40 Middlefield Road in the C-4 zoning district. For the purposes of this staff report, Middlefield Road is considered to have an east-west orientation, and all compass directions referenced will use this orientation. The parcel is located at the northwest corner of the intersection of Woodland Avenue and Middlefield Road. A Union 76 gas station operated on the project site between 1967 and 1997. In 1997, the gas station was demolished and three underground tanks were removed; the property has since been vacant. The site is currently an undeveloped gravel lot surrounded by chain link fence panels. A plan line setting the boundaries of the future public right-of-way along Middlefield Road exists at the back of the existing sidewalk along the Middlefield Road frontage of the parcel. Portions of the existing street, curb and gutter, and sidewalk are located within the plan line, but are currently part of the project parcel.

The property to the east across Woodland Avenue is a landscape strip adjacent to the San Francisquito Creek, and is located along the municipal boundary with the City of Palo Alto. The property to the south across Middlefield Road is zoned C-1 (Administrative and Professional District, Restrictive), and was formerly the headquarters of Sunset Magazine. Sunset vacated the property in 2015 and the existing office building and grounds are currently unoccupied. Parcels to the west of the subject site are zoned C-4 and are the site of The Willows Market grocery store and a 16-space parking lot associated with the market. The parcels to the north (across a one-way service road) contain single-family residences fronting onto Clover Lane in the R-1-U (Single Family Urban Residential) zoning district. The Applebee Preschool is also located on Clover Lane in the R-1-U zoning district, approximately 115 feet northwest of the project site. The

preschool received a use permit in 1987 to allow operations on the site with up to 24 children between the hours of 7:00 a.m. and 6:00 p.m. The use permit did not include any specific conditions related to drop-off/pick-up activities at the preschool, although the minutes for that Planning Commission meeting included a reference to an existing verbal agreement allowing use of the market parking lot for access. The service road is public right-of-way that is approximately 18 feet wide, with no parking permitted on either side. A location map is included as Attachment B.

Analysis

Project description

The applicants are proposing to construct a new one-story, 3,584-square-foot non-medical office building and surface parking with 12 spaces on the existing vacant lot. The current parcel area of 11,590 square feet would be reduced to 9,923 square feet with the dedication of 1,667 square feet to the public right-of-way where portions of Middlefield Road and a sidewalk already exist. The new front property line would be located just behind the back of the existing sidewalk.

All new construction of permitted uses within the C-4 zoning district requires a use permit and architectural control approval from the Planning Commission. In the C-4 district, there are no requirements for minimum lot area, minimum lot dimensions, minimum required yards, or maximum building coverage. The proposed building would be sited at the front lot line, but the location of the front wall would be nearly parallel with the front wall of The Willows Market and would respect the context of other commercial and office buildings on the street. Surface parking would be located along the west side of the building and at the rear of the building. Parking on the side of the building would be within a recessed area that would help screen it from view along Middlefield Road.

The project would provide 12 percent of the site area as landscaping where the zoning district requires a minimum of five percent, the maximum height of the building would be 19 feet where a 30-foot maximum is allowed, and the proposed floor area ratio (FAR) of the building would be 36 percent where a 40 percent maximum is allowed. The project plans and the applicant's project description letter are included as Attachments C and D, respectively.

Design and materials

The building has been designed in a modern architectural style with a flat roof, large bands of windows on the east and west elevations, and a central glass clerestory with a flat roof and large wooden eaves. The primary building materials would be textured limestone veneer; clear glass; stained western red cedar wood; and dark bronze mullions, handrails, and frames.

The front wall of the building would be located along the new front property line, and a small recessed front entrance would be located near the center of the front façade. At the corner of Middlefield Road and Woodland Avenue, the east side of the building would have three modulations projecting at right angles from south to north along the east property line and creating triangular recesses for raised landscape planters adjacent to the sidewalk bordering the site. The east-facing walls of the modulated recesses would primarily be large bands of windows, and the south facing walls would be limestone. Portions of the rear and west sides of the building would feature climbing fig vines to help soften limestone veneer walls not articulated by window and door openings. Staff believes that the proposed design would be compatible with the mix of commercial and office building styles in the vicinity, including ranch, modern, and contemporary designs.

Parking and circulation

The C-4 zoning district allows permitted, administrative, and conditional uses with a range of potential traffic volumes, including retail stores, financial establishments, professional and administrative offices, restaurants, service stations, and motels. Section 16.72.010 of the Zoning Ordinance allows for a request to reduce the amount of required parking for a particular use through an administrative permit or as part of a discretionary permit application. The City's Policy for Administrative Review of Parking Reduction Requests ("Parking Reduction Request Policy"), approved by the City Council in 2005, sets a guideline of one space per 300 square feet of gross floor area for general office uses. The Parking Reduction Request Policy also advises that a number of factors should be considered in approving a request to provide less parking than required by the zoning district, including the primary use of the building, employee and customer estimates, transportation demand management (TDM) measures, hours of operation, surrounding land uses, and proximity to residential neighborhoods. Table 1, below, shows the general parking requirements for the C-4 zoning district in comparison with the applicants' parking reduction request.

Table 1: Parking

	C-4 Zoning District	Parking Reduction Request
Parking Ratio	6 spaces per 1,000 s.f. GFA (1 space per 166.67 s.f. GFA)	1 space per 300 s.f. GFA
Total Parking Spaces	22 spaces	12 spaces

The requested parking reduction is consistent with the Parking Reduction Request Policy guidelines. To justify the request, the applicants have provided a parking reduction request letter and a TDM plan, which are included as Attachments E and F, respectively. The request letter indicates that the proposed building is intended to be a professional office use with a lower volume of clients and customers than other potential uses in the zoning district. The business hours are anticipated to be between 8:00 a.m. and 6:00 p.m., Monday through Friday, which is a narrower range of time than some retail stores, service stations, restaurants, and other potential uses on the site would operate. In addition, the applicants state that the actual area for office uses within the building would be approximately 2,500 square feet, after accounting for amenities and ancillary spaces within the building. Adjacent land uses include other office buildings, a grocery store, and a residential neighborhood, which is separated from the proposed building by a service road. For the Commission's reference, the proposed parking ratio of one space per 300 square feet of GFA would significantly exceed the minimum office parking requirements recently adopted for the ConnectMenlo area (one space per 500 square feet of GFA).

Based on the Institute of Transportation Engineers (ITE) trip generation rate estimates, the development is projected to generate 11 total peak hour trips, as identified in Table 2 below. The TDM plan was developed using the City/County Association of Governments (C/CAG) peak-hour trip credit accounting criteria, and is estimated to mitigate all 11 AM and PM peak-hour vehicle trips associated with the project. Proposed TDM measures include long- and short-term bicycle parking, on-site showers and changing rooms, a guaranteed ride home program, participation in Commute.org programs, and an on-site commuter information kiosk.

Table 2: Peak Hour Trip Generation Estimates

	Peak AM Hour	Peak PM Hour
Estimated Peak Hour Trips	5 in, 1 out	1 in, 4 out
Total Trips	6 trips	5 trips

With regard to vehicular circulation on the site, automobiles would enter the property via a one-way driveway off of Middlefield Road and exit from a one-way service road behind the proposed building onto Woodland Avenue. As noted earlier, parking on this service road is not permitted. Five parking spaces would be provided off of the driveway from Middlefield Road, and seven spaces would be provided off of the service road. Both rows of parking would have a backup distance of 23 feet or more, which is consistent with the City's Parking Stalls and Driveway Design Guidelines and adequate for vehicular navigation and safety. Prominent "Do Not Enter" signs are posted at the service road exit onto Woodland Avenue, which would ensure that drivers are aware of the one-way vehicular flow and that turns onto the service road from Woodland Avenue are illegal. Given the small number of vehicles estimated to enter the site during the peak AM and PM hours, conflicts between left-turn traffic onto the property and traffic approaching the Middlefield Road and Willow Road intersection are anticipated to be minimal.

For pedestrians, a new five-foot sidewalk would be installed along the project frontages on Middlefield Road and Woodland Avenue, and would continue as a four-foot path around the side of the building to the parking areas and service road. At the rear of the site, decorative pavers would be installed in the space between the service road and the back of the parking stalls to indicate a pedestrian path outside of the roadway. For cyclists, a bicycle rack would be placed near the front entrance off of Middlefield Road, a bike locker would be located behind the building, and wall-mounted bike racks would be provided within the building.

Trees and landscaping

The project site is presently undeveloped and contains no trees or landscaping. As part of the proposed project, 12 percent of the lot would be landscaped with a mix of shrubs and groundcover, predominantly around the edges of the building, adjacent to the parking areas, and within the triangular building recesses bordering Woodland Avenue. The plantings would mainly consist of Phormium evergreen species and succulents, with various other low water plants to provide accents around the site. On the rear and west walls of the building, climbing fig plants would be planted to soften the appearance of the exterior walls where no windows or other architectural details are provided. One 24-inch box lavender crape myrtle would be planted near the northeast corner of the property.

A two-foot tall site wall and six-foot tall site wall would be installed along the east and west property lines, respectively. The east site wall would be made of stone to match the stone walls of the proposed building, and it would create raised triangular planting areas within the recesses of the building. The west site wall would be made of stucco with a plaster finish and would separate the parking area for the office building from the parking area of the market next door. The west site wall would step down to three feet in height beginning 35 feet from the rear property line to provide adequate site distance onto the service road.

Correspondence

As of the writing of this report, staff has received 57 emails of opposition to the project (Attachment G). The majority of the emails express concerns with the parking reduction request, traffic congestion in the vicinity, pedestrian and cyclist safety, and left turns onto the project site from eastbound Middlefield Road. Those topics are addressed in the parking, circulation, and TDM program section above.

In a discussion with Planning staff on May 1, adjacent property owners and area residents requested the following changes to the project plans:

- Reduction of the six-foot height and length of the site wall along the west property line, or removal of it, to improve sight distance onto the service road and reduce conflicts for truck traffic and service deliveries to the market;

- Removal of one lavender crape myrtle tree proposed adjacent to the service road at the northwest corner of the site for the same reasons stated above; and
- Exploration of angled parking off the service road to reduce the potential for illegal turns off of Woodland Road into the parking area.

In response, the applicants revised the plans to lower the height of the western site wall to three feet and reduce its length at the rear of the property. The applicants also removed the lavender crape myrtle tree from the plan as requested. Finally, the applicants explored the possibility of angled parking off of the service road, but did not change the plans because the modification would reduce parking on the site by two to three spaces.

The applicants indicate that they performed outreach to area residents following the initial submittal of the proposed project. Between January and February 2018, the applicants met with representatives of The Willows Market and Applebee Preschool, met with an adjacent residential property owner, sent an email of introduction and project background to residents who had provided comments on the project to the City, and invited residents and held a neighborhood meeting at 68 Willow Road to talk in depth about the proposal and answer questions.

Recommended conditions

Based on the high volume of correspondence indicating concerns about traffic in the area and parking on site, staff is recommending conditions of approval 5.a.i through 5.a.v to require parking for all employees and visitors to be managed with the 12 parking spaces provided and no parking on adjacent parcels or in residential neighborhoods. The recommended conditions would further restrict the types of office uses on the site to exclude all medical, dental, and healthcare-related offices from occupancy, as well as all computer or mobile device software and/or hardware development. These types of uses tend to have high patient volumes and turnover and a greater density of employees, respectively. The recommended conditions would additionally narrow the types of permitted office uses on the site to professional offices with low customer/client volumes. The applicant would be required to record a deed restriction memorializing the conditions of approval to ensure that future owners and lessees are aware of the restrictions related to uses and parking on the site. Staff is also recommending condition 5.a.vi requiring that the northern edge of the site wall adjacent to The Willows Market parking lot be adjusted to maintain a minimum 18-foot width for the service road. In addition, staff has included Building-related condition 5.b.i to provide a case closure letter or Phase I Environmental Site Assessment (ESA) in order to document that there are no potential issues relating to the previous underground storage tanks at this site.

Conclusion

The proposed project would replace a vacant gravel lot surrounded by chain link fencing with a small office building below the maximum FAR and height permitted, and with greater landscape area than required by the C-4 zoning district. The applicant's parking reduction request is consistent with the guideline of one space per 300 square feet of GFA for general office uses, as set by a 2005 City Council policy. To support the parking reduction request, the applicant has developed a TDM plan to reduce peak hour trips to the site. Relative to other uses permitted in the C-4 district (such as retail stores, personal services, and cafes and restaurants), professional and administrative offices would typically create less traffic and parking demand, and the intended hours of operation from 8:00 a.m. to 6:00 p.m. Monday through Friday are a narrower range than other potential uses on the site could operate. Neighborhood opposition to the project has been significant, but the applicants have agreed to minor modifications to the plans at the adjacent property owners' request, and staff has recommended conditions that would limit the types of professional office uses permitted on the site and require a deed restriction on the property to ensure future tenants and

owners are aware of the conditions placed on the property. Staff recommends that the Planning Commission approve the proposed use permit and architectural control application.

Impact on City Resources

The project sponsor is required to pay Planning, Building and Public Works permit fees, based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the project. In addition, the proposed development would be subject to payment of a Transportation Impact Fee (TIF). These required fees were established to account for projects' proportionate obligations.

Environmental Review

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

Public Notice

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

Appeal Period

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

Attachments

A. Recommended Action
B. Location Map
C. Project Plans
D. Project Description Letter
E. Parking Reduction Request Letter
F. TDM Plan
G. Correspondence

Disclaimer

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

Exhibits to Be Provided at Meeting

Color and materials board

Report prepared by:
Tom Smith, Associate Planner

Report reviewed by:
Thomas Rogers, Principal Planner
Mark Muenzer, Community Development Director

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LOCATION: 40 Middlefield Road	**PROJECT NUMBER:** PLN2017-00106	**APPLICANT:** NMSBPCSLDHB	**OWNER:** Pajis Station, LLC c/o Win Properties, Inc.

PROPOSAL: Request for a use permit and architectural control to construct a new single-story office building, approximately 3,600 square feet in size, on a vacant lot in the C-4 (general commercial) zoning district. In addition, a parking reduction request to provide 12 spaces where 22 spaces are required. The project includes a dedication of approximately 1,700 square feet of right-of-way along Middlefield Road associated with a plan line.

DECISION ENTITY: Planning Commission	**DATE:** May 14, 2018	**ACTION:** TBD

VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)

ACTION:

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City. The requested parking ratio of 1 space per 300 square feet of gross floor area is consistent with the City's parking reduction request policy for general office, approved by City Council in 2005, and the applicant has prepared a transportation demand management (TDM) plan to reduce trips to the site. The proposed office use should generate less traffic and parking demand than other uses allowed within the C-4 zoning district. Project-specific conditions would further limit the types of office uses permitted on the site to lower density and lower client/customer volume office uses.
3. Adopt the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:
    a. The general appearance of the structure is in keeping with the character of the neighborhood. The building design would fit with the mix of office and commercial building styles in the vicinity along Middlefield Road and Willow Road. The size and height of the building, as well as its placement at the front of the lot, is respectful of nearby single-family residential development located across the service road.
    b. The development will not be detrimental to the harmonious and orderly growth of the City. The applicant has prepared a TDM plan to reduce trips to the site, and the 3,584-square foot size of the building is small enough that parking and trips to the site should be less than other potential uses in the C-4 zoning district, such as service stations and retail stores.
    c. The development will not impair the desirability of investment or occupation in the neighborhood. The project would replace a vacant gravel parcel surrounded by chain link fencing with a new office building, site improvements, and landscaping.
    d. The development provides adequate parking as required in all applicable City Ordinances and has made adequate provisions for access to such parking. The requested parking ratio of 1 space per 300 square feet of gross floor area is consistent with the City's parking reduction request policy for general office, approved by City Council in 2005, and is greater than the parking ratios set for office uses in recently adopted zoning districts for the Bayfront area as part of the ConnectMenlo General Plan Update.
    e. The property is not within any Specific Plan area, and as such no finding regarding consistency is required to be made.
4. Approve the architectural control and use permit subject to the following ***standard*** conditions:
    a. Development of the project shall be substantially in conformance with the plans prepared by Hayes Group Architects, C2G/Civil Consultants Group, Inc., and Van Dorn Abed Landscape

LOCATION: 40 Middlefield Road	**PROJECT NUMBER:** PLN2017-00106	**APPLICANT:** NMSBPCSLDHB	**OWNER:** Pajis Station, LLC c/o Win Properties, Inc.

PROPOSAL: Request for a use permit and architectural control to construct a new single-story office building, approximately 3,600 square feet in size, on a vacant lot in the C-4 (general commercial) zoning district. In addition, a parking reduction request to provide 12 spaces where 22 spaces are required. The project includes a dedication of approximately 1,700 square feet of right-of-way along Middlefield Road associated with a plan line.

DECISION ENTITY: Planning Commission	**DATE:** May 14, 2018	**ACTION:** TBD

VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)

ACTION:

Architects, Inc., consisting of 26 plan sheets, dated May 1, 2018, as well as the Project Description Letter, dated January 30, 2018; the Parking Reduction Request Letter, dated January 30, 2018; and the transportation demand management (TDM) plan, dated April 30, 8, and approved by the Planning Commission on May 14, 2018, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

b. Prior to building permit issuance, the Applicant shall comply with all requirements of the Building Division, Engineering Division, Transportation Division, and Utilities Division that are directly applicable to the project.

c. Prior to commencing any work within the right-of-way or public easements, the Applicant shall obtain an encroachment permit from the appropriate reviewing jurisdiction.

d. Prior to building permit issuance, applicant shall coordinate with Menlo Park Municipal Water (MPMW) to confirm the existing water mains and service laterals meet the domestic and fire flow requirements of the project. If the existing water main and service laterals are not sufficient as determined by MPMW, applicant may, as part of the project, be required to construct and install new water mains and service laterals sufficient to meet such requirements.

e. Prior to building permit issuance, applicant shall coordinate with West Bay Sanitary District to confirm the existing sanitary sewer mains and service laterals have sufficient capacity for the project. If the existing sanitary sewer mains and service laterals are not sufficient as determined by West Bay Sanitary District, applicant may, as part of the project, be required to construct and install new sanitary sewer mains and service laterals sufficient to meet such requirements.

f. Prior to building permit issuance, the Applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.

g. Prior to building permit issuance, the Applicant shall submit plans for: 1) construction safety fences around the periphery of the construction area, 2) dust control, 3) air pollution control, 4) erosion and sedimentation control, and 5) construction vehicle parking. The plans shall be subject to review and approval by the Building, Engineering, and Planning Divisions. The fences and erosion and sedimentation control measures shall be installed according to the approved plan prior to commencing construction.

h. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a draft “Stormwater Treatment Measures Operations and Maintenance (O&M) Agreement” with the City subject to review and approval by the Engineering Division. With the executed agreement, the property owner is responsible for the operation and maintenance of stormwater treatment measures for the project. The agreement shall run with the land and the agreement shall be recorded with the San Mateo County Recorder’s Office prior to building permit final inspection.

LOCATION: 40 Middlefield Road	**PROJECT NUMBER:** PLN2017-00106	**APPLICANT:** NMSBPCSLDHB	**OWNER:** Pajis Station, LLC c/o Win Properties, Inc.

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DECISION ENTITY: Planning Commission	**DATE:** May 14, 2018	**ACTION:** TBD

VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)

ACTION:

i. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to issuance of a building permit.

j. Prior to building permit issuance, the Applicant shall submit an Off-Site Improvements Plan for review and approval of the Engineering Division. The Off-Site Improvements Plan shall include all improvements within public right-of-way including but not limited to stormwater, concrete, asphalt, landscaping, striping, electrical, water and sanitary sewer.

k. Prior to building permit issuance, the Applicant shall submit a plan for any new utility installations or upgrades for review and approval of the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.

l. Stormwater Pollution Prevention Program Best Management Practices (BMPs) for construction shall be implemented to protect water quality, in accordance with the approved Stormwater Pollution Prevention Plan (SWPPP). BMP plan sheets are available electronically for inserting into Project plans.

m. Prior building permit issuance, the Applicant shall pay all Public Works fees. Refer to City of Menlo Park Master Fee Schedule.

5. Approve the architectural control and use permit subject to the following ***project-specific*** conditions:

a. Planning-specific conditions:

i. Parking for employees, clients/customers, and all other visitors to the building must be managed on-site with the 12 parking spaces provided. No off-site parking shall be permitted on adjacent parcels or within residential neighborhoods at any time.

ii. No medical, dental, physical therapy, psychiatry, psychology, counseling, or other healthcare-related office uses shall be permitted occupancy within the building.

iii. No computer or mobile device software and/or hardware development uses shall be permitted occupancy within the building.

iv. Permitted uses on this site shall be limited to professional office uses with low customer/client volumes, such as accounting, architecture, engineering, investment (including private equity, venture capital, and family asset management, but excluding banks and savings and loan associations), and legal offices.

v. Prior to issuance of a building permit, the Applicant shall record a deed restriction on the property memorializing conditions 5.a.i. – iv. of these use permit and architectural control actions. In the event that the property owner will not sign a deed restriction, the deed restriction shall be recorded against the leaseholder's interest and the building and improvements shall be demolished at the end of the lease term. The deed

LOCATION: 40 Middlefield Road	**PROJECT NUMBER:** PLN2017-00106	**APPLICANT:** NMSBPCSLDHB	**OWNER:** Pajis Station, LLC c/o Win Properties, Inc.

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VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)

ACTION:

restriction shall be subject to review and approval by the Community Development Director and City Attorney.

vi. Simultaneous with the submittal of a complete building permit application, the Applicant shall revise the project plans to adjust the location of the rear edge of the proposed site wall along the west property line to maintain a minimum 18 feet of width for the service road as measured from the narrowest point between the outer edge of the berm and asphalt concrete curb adjacent to properties at 105 and 107 Clover Lane and the edge of the site wall, subject to review and approval of the Planning Division.

b. Building-specific conditions:

i. Prior to issuance of a building permit, the Applicant shall submit a case closure letter from the County of San Mateo Health Department indicating that applicable corrective actions were taken to remediate potential threats to health and safety from underground storage tanks previously removed from the site. In the event that a case closure letter was not issued, the Applicant shall submit a Phase I Environmental Site Assessment (ESA) to the satisfaction of the Building Division.

c. Transportation-specific conditions:

i. Prior to issuance of a building permit, the Applicant shall pay a Transportation Impact Fee (TIF) at an office rate of $4.80 per square foot of gross floor area (GFA) for a total estimated TIF of $17,203.20, subject to the Municipal Code Section 13.26. The fee rate is subject to change annually on July 1 and the final calculation will be based upon the rate at the time of fee payment. The TIF rate is adjusted each year based on the ENR Construction Cost Index percentage change for San Francisco.

ii. Prior to issuance of a building permit, the Applicant shall coordinate with the Transportation Division to determine the final locations of the pedestrian ramp and street light pole that will be installed at the southeast corner of Middlefield Road and Woodland Avenue related to the installation of a future crosswalk on Woodland Avenue. The final locations shall be established to the satisfaction of the Transportation Division.

d. Engineering-specific conditions:

i. Prior to building permit issuance, the Applicant shall submit all applicable engineering plans for Engineering review and approval. The plans shall include, but are not limited to:

1. Existing Topography (NAVD 88')
2. Demolition Plan
3. Site Plan
4. Construction Parking Plan
5. Grading and Drainage Plan
6. Stormwater Control Plan

LOCATION: 40 Middlefield Road	**PROJECT NUMBER:** PLN2017-00106	**APPLICANT:** NMSBPCSLDHB	**OWNER:** Pajis Station, LLC c/o Win Properties, Inc.
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DECISION ENTITY: Planning Commission	**DATE:** May 14, 2018	**ACTION:** TBD	
VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)			

ACTION:

7. Utility Plan
8. Erosion Control Plan
9. Planting and Irrigation Plan
10. Off-site Improvement Plan
11. Construction Details
12. Joint Trench Plan

ii. This project is replacing more than 2,500 square feet of impervious area, and as such will be required to implement at least one of the Site Design Measures identified on the Stormwater Requirements Checklist: http://www.menlopark.org/DocumentCenter/Home/View/1006

iii. All public improvements shall be designed and constructed to the satisfaction of the City Engineer.

iv. Frontage improvements are required on the site as follows, to the satisfaction of the City Engineer:

1. Remove and replace all curb, gutter and sidewalk along the entire project frontage on Middlefield Road and Woodland Avenue.
2. Street trees and electroliers will be required along Middlefield and Woodland.
3. Utility connections to the site may have to be upgraded due to the site intensification. Coordinate with utility companies.
4. The City will evaluate the condition of asphalt paving on Middlefield Road and Woodland Avenue, following construction and prior to final occupancy of buildings. If necessary, the City will require a grind and overlay of damaged pavement along the project frontage. All existing striping, markings, and legends shall be replaced in kind, or as approved by the City.

v. Any frontage improvements which are damaged as a result of construction will be required to be replaced.

vi. Prior to building permit issuance, the proposed right-of-way dedication shall be accepted by the City Council. The right-of-way dedication shall match the future plan line, and shall encompass all proposed frontage improvements.

vii. Prior to building permit issuance, the Applicant shall submit plans for construction related parking management, construction staging, material storage and Traffic Control Plan (TCP) to be reviewed and approved by the City. The applicant shall secure adequate parking for any and all construction trades. The plan shall include construction phasing and anticipated method of traffic handling for each phase.

viii. Prior to issuance of each building permit the Applicant shall pay the applicable Building Construction Street Impact Fee in effect at the time of payment to the satisfaction of

LOCATION: 40 Middlefield Road	**PROJECT NUMBER:** PLN2017-00106	**APPLICANT:** NMSBPCSLDHB	**OWNER:** Pajis Station, LLC c/o Win Properties, Inc.

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ACTION:

the Public Works Director. The current fee is calculated by multiplying the valuation of the construction by 0.0058.

ix. The Applicant shall retain a civil engineer to prepare "as-built" or "record" drawings of public improvements, and the drawings shall be submitted in AutoCAD and Adobe PDF formats to the Engineering Division prior to Final Occupancy.

x. Caltrans encroachment permit for work along Middlefield Road is required. This permit shall be secured prior to City of Menlo Park issuance of encroachment permit for public improvements.

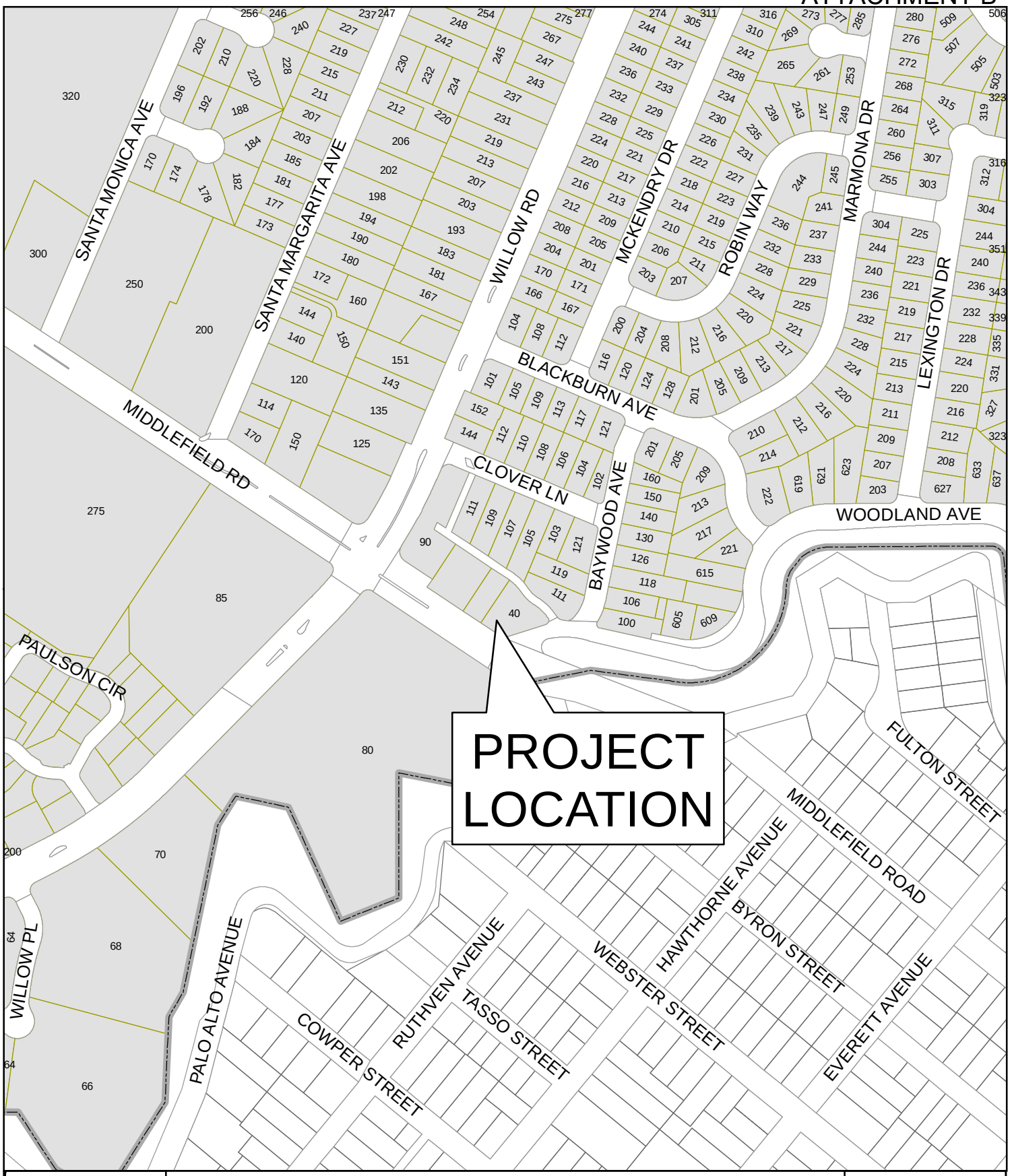
xi. The Applicant shall coordinate with the West Bay Sanitary Sewer District (650-321-0384) to meet any applicable requirements for the project.

e. Utilities-specific conditions:

i. Prior to issuance of a building permit, Applicant shall confirm the location of the existing 8-inch AC water main along the Service Road. If the location of the water main is found to be within the limits of the property boundary, the City will require either of the following:

1. Record a dedicated 10’ water utility easement along the existing water main alignment within the property boundary, subject to review and approval by the City Attorney and Public Works Director.
2. Submit utility plans for the relocation of the water main within the existing Service Road right-of-way, subject to review and approval by the Engineering Division.

ii. Prior to issuance of a building permit, Applicant shall submit utility plans for the extension of the existing water distribution main from the intersection of Woodland Avenue at Service Road and along Woodland Avenue to the proposed fire hydrant on Middlefield Road, subject to the review and approval by the Engineering Division.



CITY OF MENLO PARK

LOCATION MAP

40 MIDDLEFIELD ROAD

DRAWN: TAS CHECKED: THR DATE: 05/14/18 SCALE: 1" = 300' SHEET: 1

N

40 MIDDLEFIELD ROAD

MENLO PARK, CA 94025

PLANNING RESPONSE
05.07.18

PROJECT CONSULTANTS

CLIENT	40 MIDDLEFIELD LLC 340 UNIVERSITY AVE LOS GATOS, CA 95030 415.876.8600 PH CONTACT: BRYAN GRANUM BRYANGRANUM@GMAIL.COM
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CIVIL/	C2G /CIVIL CONSTULTANTS GROUP, INC. 4444 SCOTTS VALLEY DRIVE, SUITE 6 SCOTTS VALLEY, CA 95066 831.438.4420 PH 418.438.5829 FAX CONTACT: JOSHUA L. WOLFF JOSH@C2GENGRS.COM
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SURVEYOR	JET ENGINEERING 1048 EL CAMINO REAL, SUITE C REDWOOD CITY, CA 94063 CONTACT: JAMES E THOMPSON JTHOMPSON@JET-ENGR.COM
TDM	TDM SPECIALISTS, INC. 3609 BRADSHAW RD, STE. H #242 SACRAMENTO, CA 95827 408.420.2411 PH CONTACT: ELIZABETH HUGHES ELIZABETH.HUGHES@TDMSPECIALISTS.COM
UTILITY/ JOINT TRENCH	URBAN DESIGN CONSULTING ENGINEERS 350 TOWNSEND ST, SUITE 409 SAN FRANCISCO, CA 94107 415.658.5850 PH CONTACT: JASON J. LING JASONLING@URBANDESIGNCE.COM

PROJECT INFORMATION

PROJECT DESCRIPTION:	(N) ONE STORY OFFICE BUILDING WITH GROUND FLOOR PARKING AND LOBBY.
APN:	062-301-110
ZONING:	C4
CONSTRUCTION TYPE:	V-B
OCCUPANCY:	B
BUILDING CODES:	2016 CALIFORNIA BUILDING CODE 2016 CALIFORNIA MECHANICAL CODE 2016 CALIFORNIA PLUMBING CODE 2016 CALIFORNIA ELECTRICAL CODE 2016 CALIFORNIA GREEN BUILDING CODE (CAL GREEN) 2016 CALIFORNIA FIRE CODE (WITH LOCAL AMENDMENTS) 2016 STATE OF CALIFORNIA TITLE 24 ENERGY REGULATIONS 2013 NFPA 13 ALL APPLICABLE LOCAL, COUNTY, STATE AND FEDERAL CODES, LAWS & REGULATIONS
FIRE SPRINKLERS	(N) SPRINKLERS THROUGHOUT
TRASH/RECYCLE:	ON-SITE

FIRE DEPARTMENT NOTES

1. FIRE ALARM SYSTEM TO COMPLY WITH **CBC'16 907.2.2.**

VICINITY MAP

DRAWING INDEX

ARCHITECTURAL

A0.1	DRAWING INDEX, VICINITY MAP, PROJECT INFORMATION, PROJECT CONSULTANTS
A0.2	STREETSCAPES, SITE PHOTOS △
A1.1	AREA PLAN
A1.2	PROPOSED SITE PLAN
A1.3	AREA SUMMARY & SQUARE FOOTAGE CALCULATION PLANS
A2.1	PROPOSED FIRST FLOOR PLAN
A2.2	PROPOSED ROOF PLAN
A3.1	PROPOSED ELEVATIONS
A3.2	PROPOSED ELEVATIONS
A3.3	PROPOSED SECTIONS
A3.4	PROPOSED SECTIONS
A4.1	PERSPECTIVES

CIVIL

C0.1	COVER SHEET
C1.0	TOPOGRAPHIC SURVEY
C1.1	EXISTING SITE AND DEMOLITION PLAN
C2.1	HORIZONTAL CONTROL PLAN
C3.1	GRADING AND DRAINAGE PLAN
C3.2	UTILITY PLAN
C4.1	DETAILS
C4.2	CITY DETAILS
C5.1	EROSION CONTROL PLAN

JOINT TRENCH

JT-1	DRY UTILITY INTENT
JT-2	DRY UTILITY INTENT

LANDSCAPE

L1.0	CONCEPTUAL LANDSCAPE PLAN
L2.0	CONCEPTUAL SITE IMAGERY
L3.0	CONCEPTUAL PLANT PALETTE & IMAGERY

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www.thehayesgroup.com

PROJECT ADDRESS:
40 MIDDLEFIELD ROAD
MENLO PARK, CA
94025

ISSUANCE:
PLANNING SUBMISSION
10.19.17

SHEET REVISIONS
△ 1 PLANNING RESPONSE 12.08.17
△ 2 PLANNING RESPONSE 03.26.18
△ 3 PLANNING RESPONSE 05.01.18
△
△
△

DRAWING CONTENT
DRAWING INDEX,
VICINITY MAP,
PROJECT INFORMATION,
PROJECT CONSULTANTS

STAMP

JOB NUMBER:
1708.00

SCALE:
As Noted

DRAWN BY:
SP

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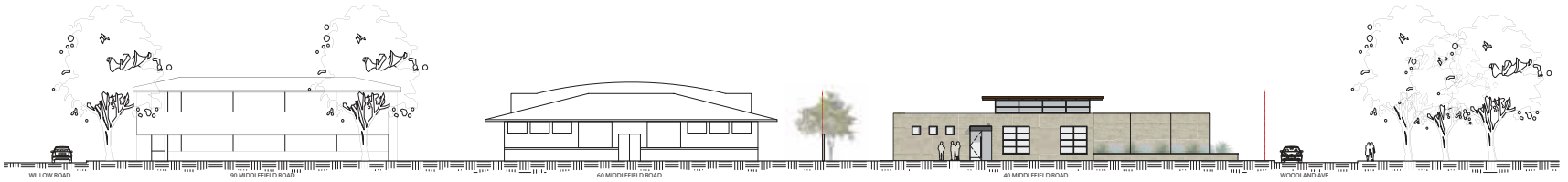
DRAWING NUMBER
A0.1

Date: 5/3/18
File name: 1708.00 Baseplan.vwx

WOODLAND AVE STREETSCAPE
SCALE: 1/16" = 1'-0" 2



MIDDLEFIELD ROAD STREETSCAPE
SCALE: 1/16" = 1'-0" 1

Date: 5/3/18
File name: 1708.00 Baseplan.vwx

C2

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1 PLANNING RESPONSE
12.08.17

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STREETSCAPES,
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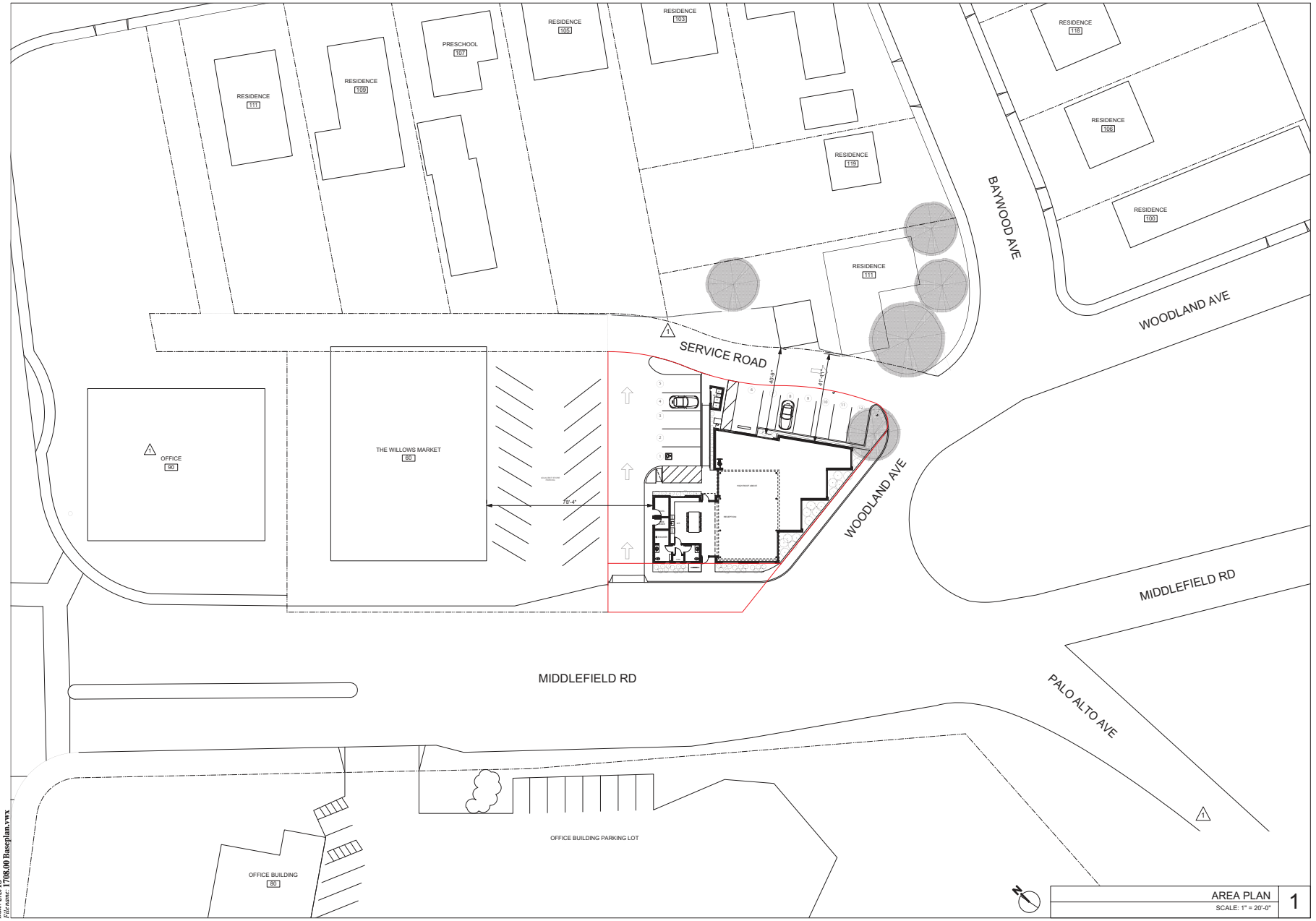
A0.2



Date: 5/3/18
File name: 1708.00 Baseplan.vwx

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10.19.17

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1 PLANNING RESPONSE
12.08.17

DRAWING CONTENT

AREA PLAN

STAMP

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1708.00

SCALE:
As Noted

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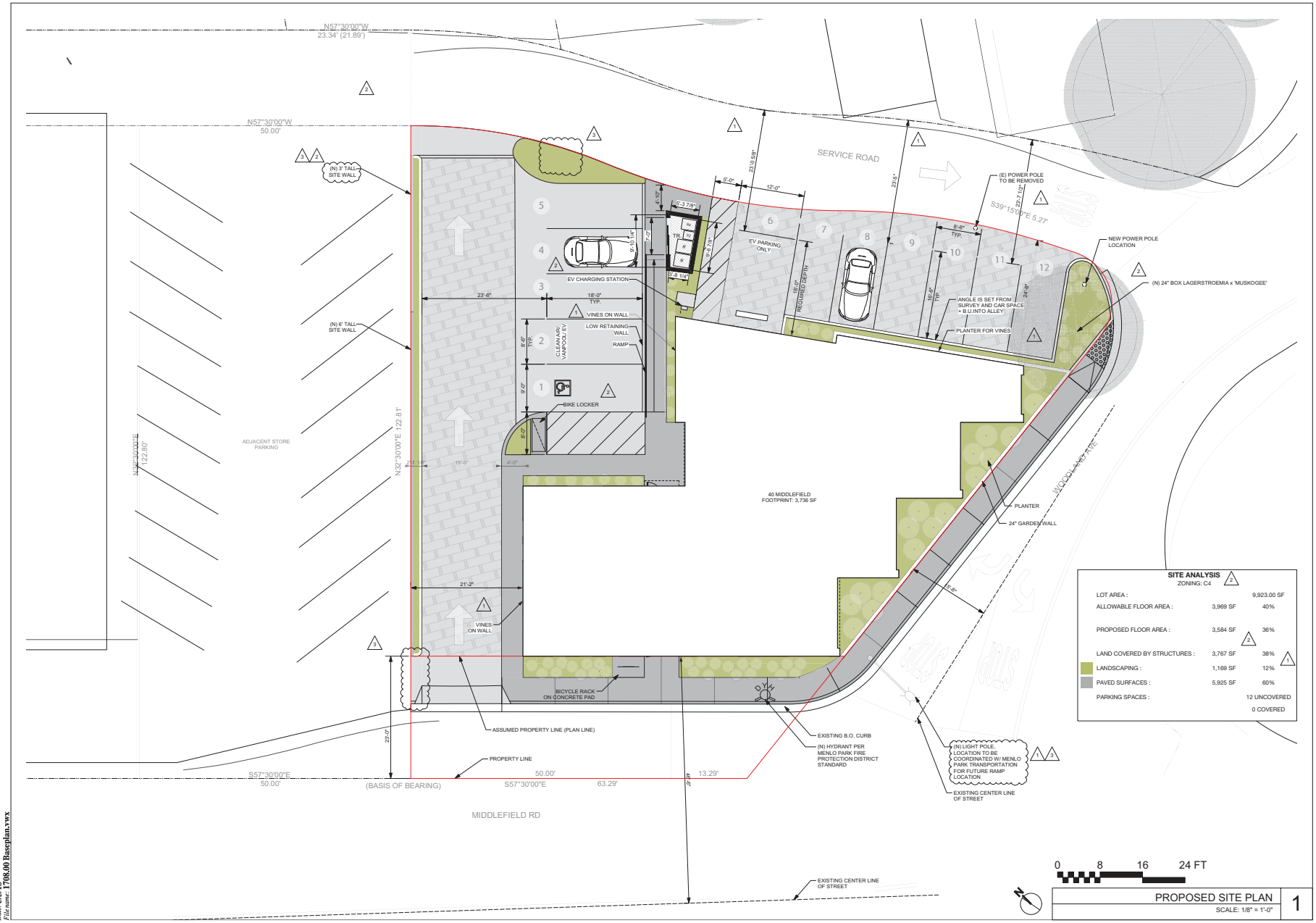
DRAWING NUMBER

A1.1



SITE ANALYSIS ZONING: C4

LOT AREA :		9,923.00 SF
ALLOWABLE FLOOR AREA :	3,969 SF	40%
PROPOSED FLOOR AREA :	3,584 SF	36%
LAND COVERED BY STRUCTURES :	3,767 SF	38%
LANDSCAPING :	1,169 SF	12%
PAVED SURFACES :	5,925 SF	60%
PARKING SPACES :		12 UNCOVERED
		0 COVERED

PROPOSED SITE PLAN — SCALE: 1/8" = 1'-0" — 1

Date: 5/3/18
File name: 1708.00 Baseplan.vwx

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MENLO PARK, CA
94025

ISSUANCE:
PLANNING SUBMISSION
10.19.17

SHEET REVISIONS
1 PLANNING RESPONSE 12.08.17
2 PLANNING RESPONSE 03.26.18
3 PLANNING RESPONSE 05.01.18

DRAWING CONTENT
PROPOSED SITE PLAN

STAMP

JOB NUMBER:
1708.00

SCALE:
As Noted

DRAWN BY:
SP

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DRAWING NUMBER
A1.2

AREA SUMMARY		OFFICE
1ST FLOOR		
OFFICE	3,584	3,584
EXCLUDED	*64**	
	*119***	
SUBTOTAL		3,584

* M.P.M.C. SECTION 16.04.325 (C)6 EXCLUSION FOR TRASH AND RECYCLING
** M.P.M.C. SECTION 16.04.325 (C)1 3% EXCLUSION FOR AREA WITH NO A/C & WINDOW

EXCLUSION ** CALCULATION
MAX. GFA 3,969 SF X 3% = 119 SF
119 SF PROPOSED EXCLUSION = 119 SF EXCLUSION **OK**

F.A.R. SUMMARY (PER M.P.M.C. SECTION 16.42.030 (B)) 1

TOTAL	**3,584**	**SF**

SITE AREA: 9,923 SF
MAX F.A.R.: 0.4 (3,969 SF)
PROPOSED AREA: 3,584 SF (<3,969 SF, OK)

PARKING SUMMARY (PER M.P. M.C. SECTION 16.72.040)

PARKING SPACES REQUIRED:	REQUIRED	PROPOSED
OFFICE @ 6/1000 (GFA):	21.5 = **22**	12
TOTAL	**22**	**12**

1

PARKING SPACES REQUIRED PER PROPOSED PARKING REDUCTION:	REQUIRED	PROPOSED
OFFICE, GENERAL @ 1/300 (GFA):	12	12
TOTAL	**12**	**12**

BICYCLE PARKING (PER CAL GREEN BUILDING STANDARDS 5.106.4.1)

LONG TERM PARKING SPACES	PROPOSED	REQUIRED
OFFICE	4	1
TOTAL PROVIDED	4	1

SHORT TERM PARKING SPACES	PROPOSED	REQUIRED
OFFICE	2	1
TOTAL PROVIDED	2	1

ALLOWABLE NUMBER OF STORIES FOR TYPE VB, PER TABLE 504.4

OCCUPANCY	ALLOWABLE	PROPOSED	COMPLIES
B	3	1	OK

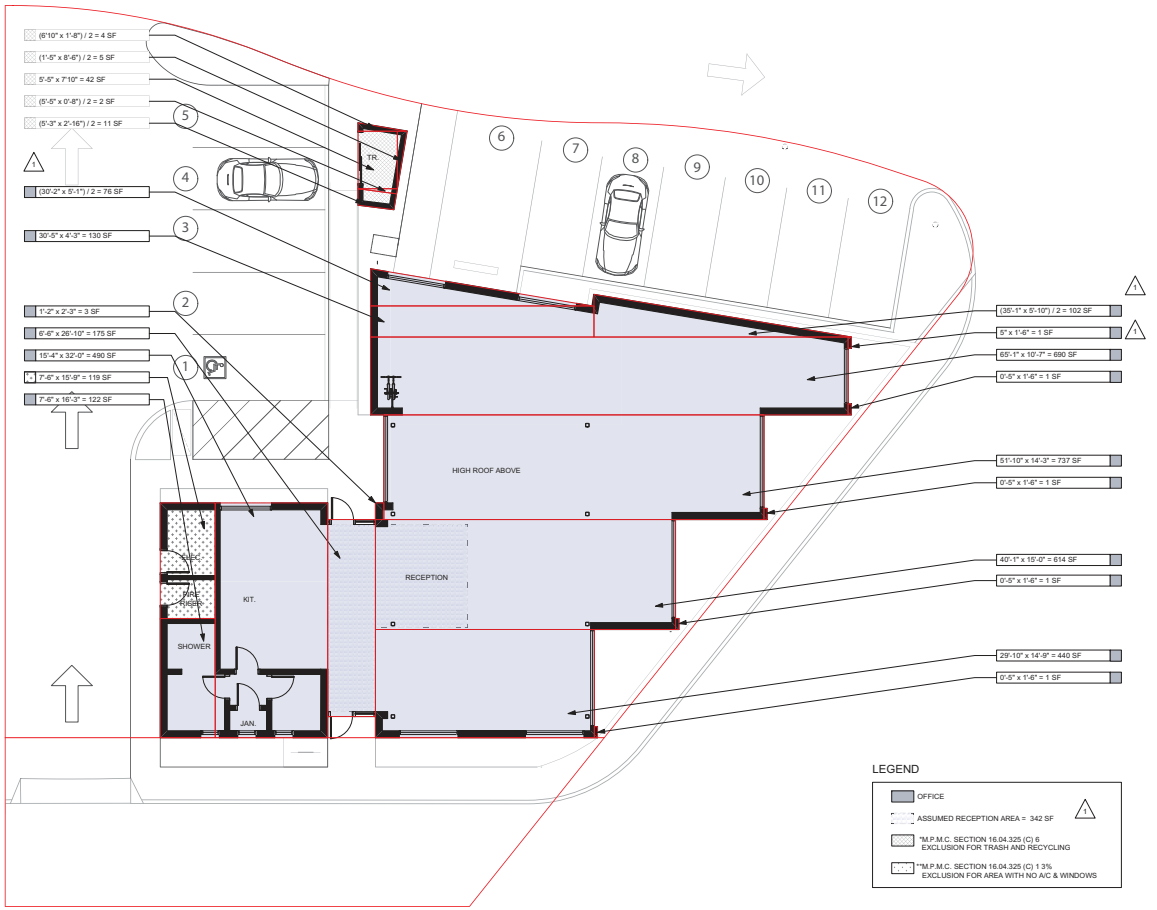
ALLOWABLE BUILDING HEIGHT FOR TYPE VB PER TABLE 504.3

OCCUPANCY	ALLOWABLE	PROPOSED	COMPLIES
B	60'	19'-0"	OK

ALLOWABLE BUILDING AREA FOR TYPE VB PER TABLE 506.2

OCCUPANCY	ALLOWABLE	PROPOSED	COMPLIES
B	27,000	3,584	OK

**FOR PURPOSE OF AREA LIMITATION PER STORY, IT IS ASSUMED THAT OTHER OCCUPANCIES FROM MAIN OCCUPANCY ARE ACCESSORY SINCE < 10% AREA OF STORY*
**NOTE FOR PLANNER AREA INCREASES WERE NOT UTILIZED*



FIRST FLOOR CALCULATION PLAN — SCALE: 1/8" = 1'-0" — 1

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2657 SPRING STREET
REDWOOD CITY, CA 94063
P: 650.365.0600
F: 650.365.0670
www.thehayesgroup.com

PROJECT ADDRESS:
40 MIDDLEFIELD ROAD
MENLO PARK, CA
94025

ISSUANCE:
PLANNING SUBMISSION
10.19.17

SHEET REVISIONS
1 PLANNING RESPONSE 12.08.17

DRAWING CONTENT
AREA SUMMARY & SQUARE FOOTAGE CALCULATION PLANS

STAMP

JOB NUMBER: 1708.00
SCALE: As Noted
DRAWN BY: SP

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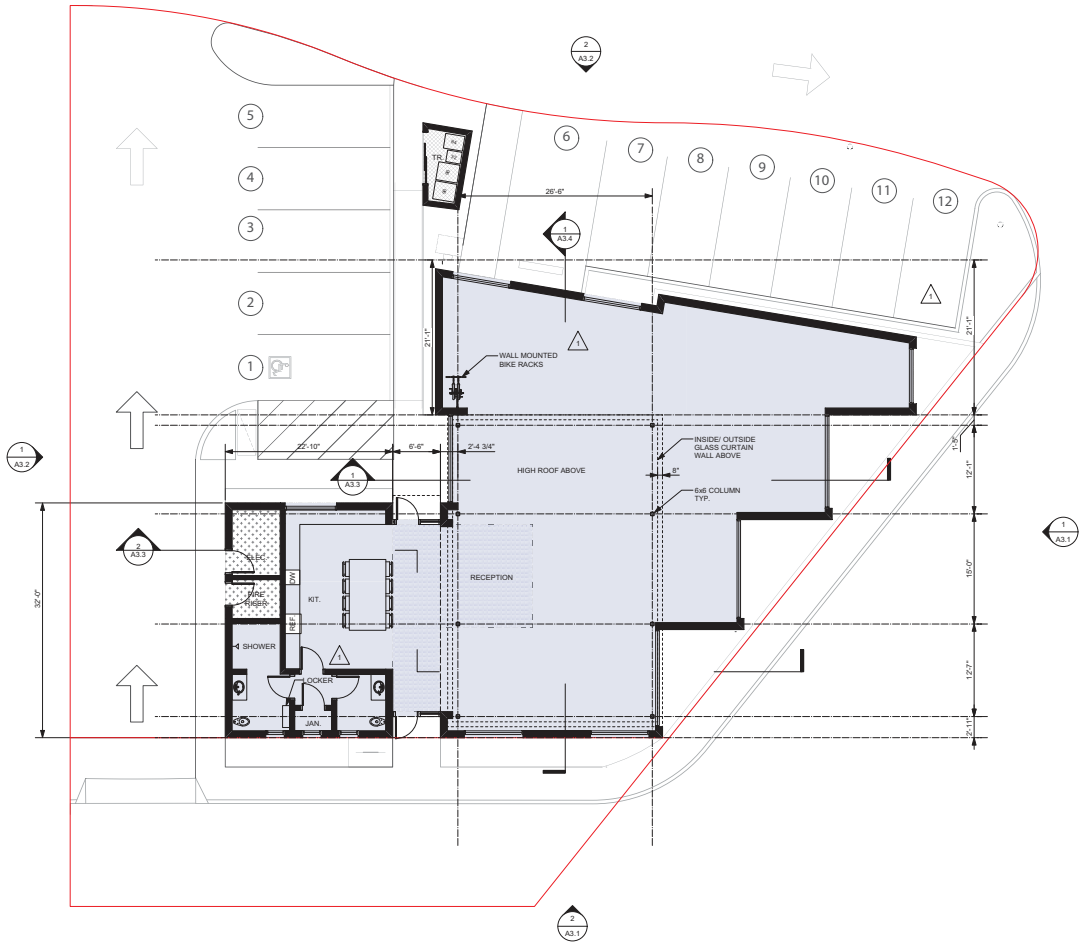
DRAWING NUMBER
A1.3

Date: 5/3/18
File name: 1708.00 Baseplan.vwx



0 8 16 24 FT

PROPOSED FIRST FLOOR PLAN — SCALE: 1/8" = 1'-0" — 1

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PROPOSED FIRST FLOOR PLAN

STAMP

JOB NUMBER:
1708.00

SCALE:
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A2.1

Date: 5/3/18
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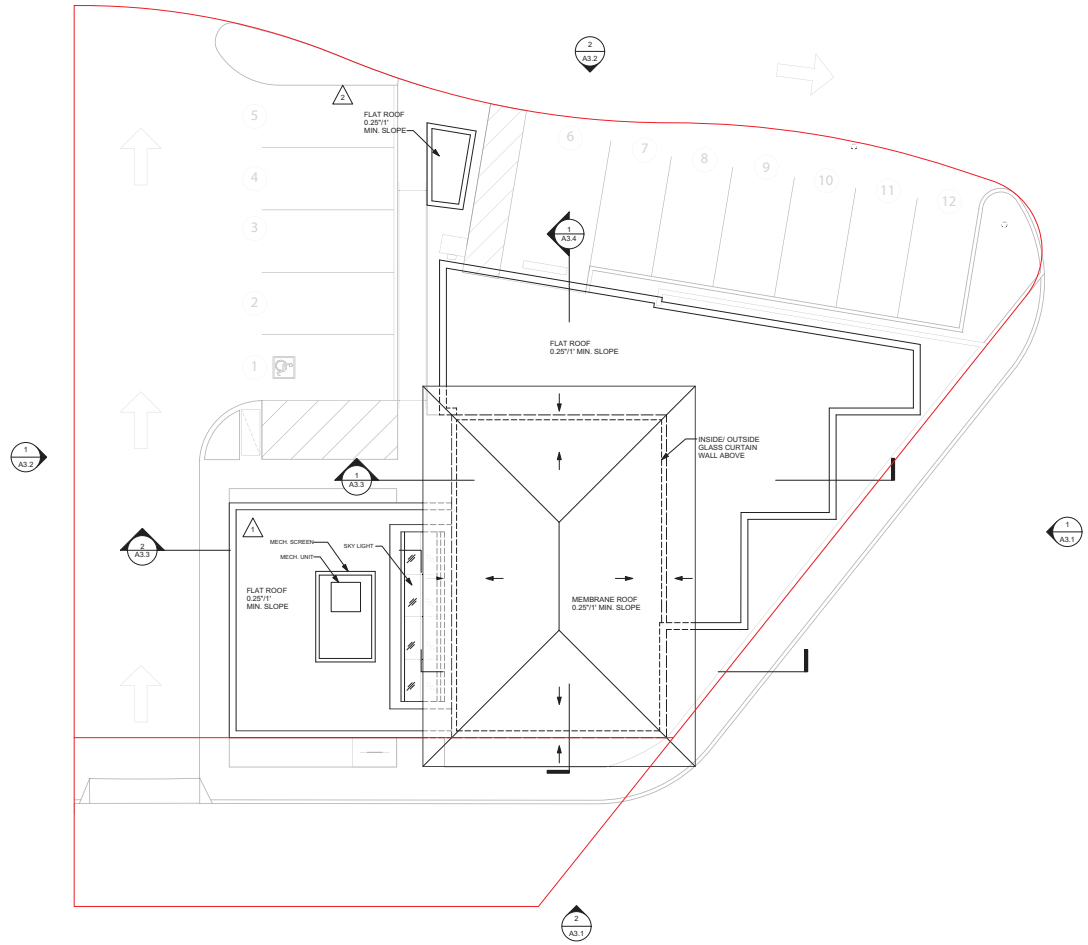

0 8 16 24 FT

PROPOSED ROOF PLAN 1
SCALE: 1/8" = 1'-0"

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94025

ISSUANCE:

PLANNING SUBMISSION
10.19.17

SHEET REVISIONS

1 PLANNING RESPONSE 12.08.17
2 PLANNING RESPONSE 03.26.18

DRAWING CONTENT

PROPOSED
ROOF PLAN

STAMP

JOB NUMBER:
1708.00

SCALE:
As Noted

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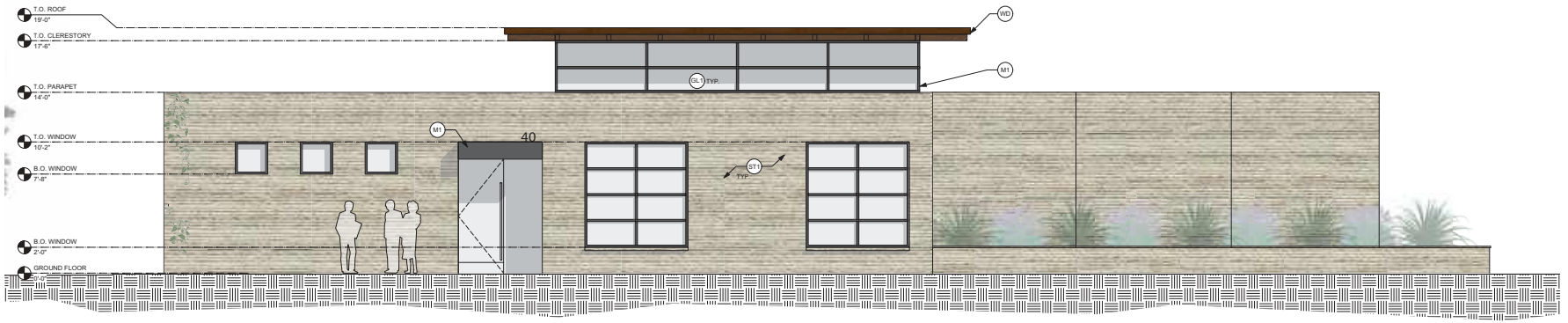
A2.2

Date: 5/3/18
File name: 1708.00 Baseplan.vwx



FRONT ELEVATION
SCALE: 1/4" = 1'-0"
2

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

FINISH LEGEND

GL1	GLAZING MATCH SOLARBAN 70 CLEAR + CLEAR GLASS INSULATING GLASS UNIT
M1	MULLIONS/ HAND RAILS/ FRAMES MATCH MORIN DARK BRONZE
M2	TRASH ENCLOSURE DOOR 1" 14 GA WOVEN FLAT METAL STRAP INFILL. PERIMETER TUBE STEEL STILE AND RAIL. MATCH M1 FINISH
M3	PAINTED HOLLOW METAL DOOR MATCH M1 FINISH
WD	WOOD WESTERN RED CEDAR - STAINED
ST1	MAIDEN STONE CARMEL CREAM SELECT LIMESTONE - ROUALTA
P1	CEMENT PLASTER MATCH BENJAMIN MOORE OC-100 PALACE WHITE

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1 PLANNING RESPONSE 12.08.17
2 PLANNING RESPONSE 03.26.18

DRAWING CONTENT
PROPOSED ELEVATIONS

STAMP

JOB NUMBER:
1708.00

SCALE:
As Noted

DRAWN BY:
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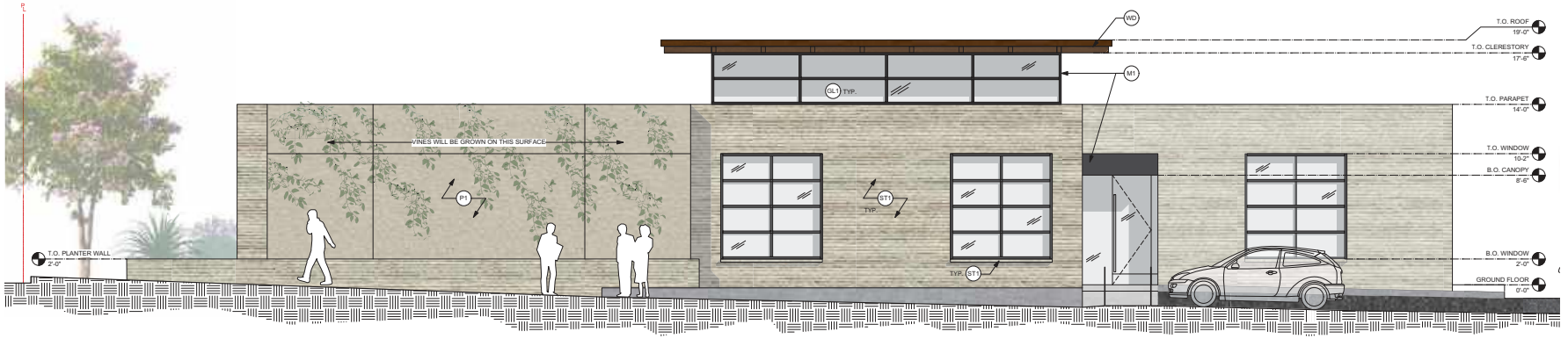
A3.1

Date: 5/3/18
File name: 1708.00 Baseplan.vwx



REAR ELEVATION 2
SCALE: 1/4" = 1'-0"

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

FINISH LEGEND

GL1	GLAZING MATCH SOLARBAN 70 CLEAR + CLEAR GLASS INSULATING GLASS UNIT
M1	MULLIONS/ HAND RAILS/ FRAMES MATCH MORIN DARK BRONZE
M2	TRASH ENCLOSURE DOOR 1" 14 GA WOVEN FLAT METAL STRAP INFILL. PERIMETER TUBE STEEL STILE AND RAIL. MATCH (M1) FINISH
M3	PAINTED HOLLOW METAL DOOR MATCH (M1) FINISH
WD	WOOD WESTERN RED CEDAR - STAINED
ST1	MAIDEN STONE CARMEL CREAM SELECT LIMESTONE - ROUALTA
P1	CEMENT PLASTER MATCH BENJAMIN MOORE OC-100 PALACE WHITE

Date: 5/3/18
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2 PLANNING RESPONSE 03.26.18

DRAWING CONTENT
PROPOSED ELEVATIONS

STAMP

JOB NUMBER:
1708.00

SCALE:
As Noted

DRAWN BY:
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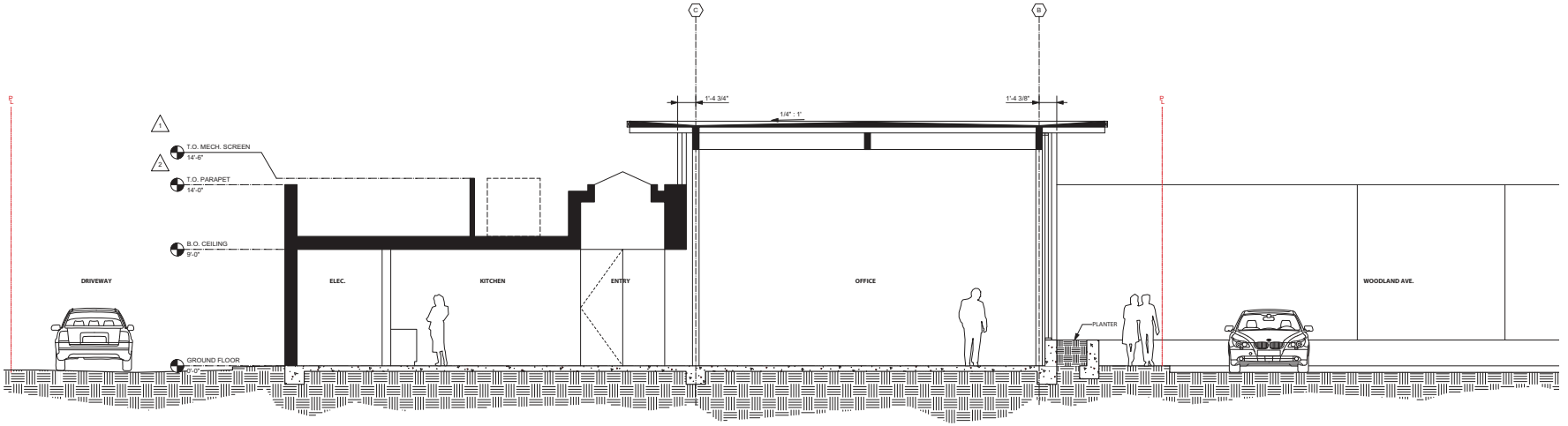
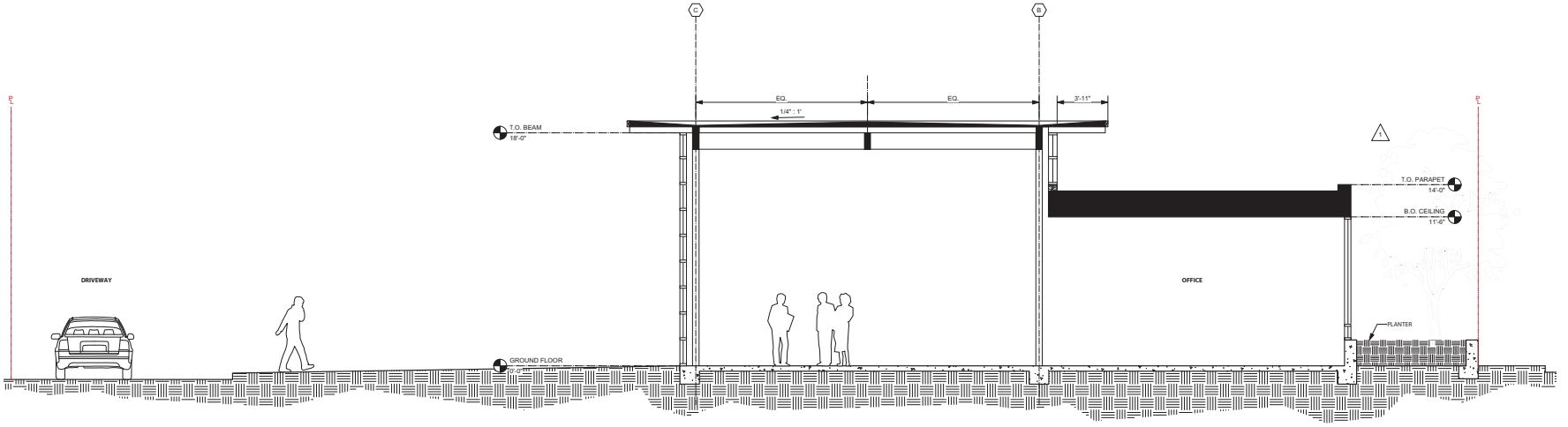
DRAWING NUMBER
A3.2



SECTION 2
SCALE: 1/4" = 1'-0"



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

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94025

ISSUANCE:
PLANNING SUBMISSION
10.19.17

SHEET REVISIONS
1 PLANNING RESPONSE 12.08.17
2 PLANNING RESPONSE 03.26.18

DRAWING CONTENT
PROPOSED SECTIONS

STAMP

JOB NUMBER:
1708.00

SCALE:
As Noted

DRAWN BY:
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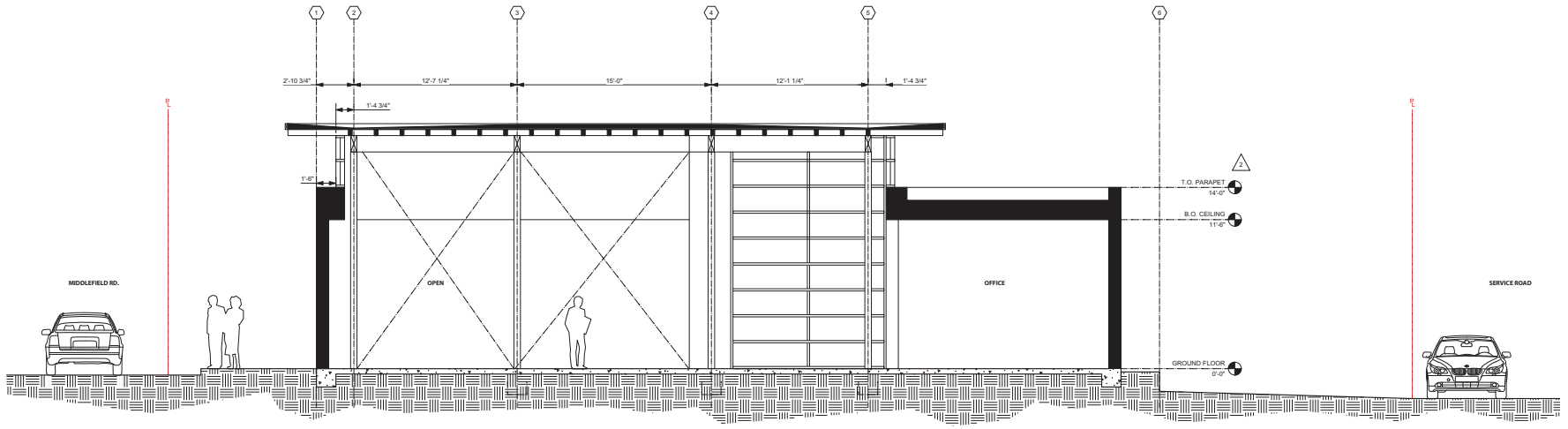
DRAWING NUMBER
A3.3

Date: 5/3/18
File name: 1708.00 Baseplan.vwx



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

1

Date: 5/3/18
File name: 1708.00 Baseplan.vwx

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94025

ISSUANCE:

PLANNING SUBMISSION
10.19.17

SHEET REVISIONS

2 PLANNING RESPONSE
03.26.18

DRAWING CONTENT

PROPOSED
SECTIONS

STAMP

JOB NUMBER:
1708.00

SCALE:
As Noted

DRAWN BY:
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DRAWING NUMBER

A3.4

VIEW FROM INTERSECTION OF MIDDLEFIELD AND WOODLAND
SCALE: N.T.S.
4

VIEW FROM WOODLAND AVE
SCALE: N.T.S.
2

VIEW FROM MIDDLEFIELD RD.
SCALE: N.T.S.
3

VIEW FROM MIDDLEFIELD RD.
SCALE: N.T.S.
1

Date: 5/3/18
File name: 1708.00 Baseplan.vwx

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MENLO PARK, CA
94025

ISSUANCE:

PLANNING SUBMISSION
10.19.17

SHEET REVISIONS

△
△
△
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△
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DRAWING CONTENT

PERPECTIVES

STAMP

JOB NUMBER:
1708.00

SCALE:
As Noted

DRAWN BY:
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DRAWING NUMBER

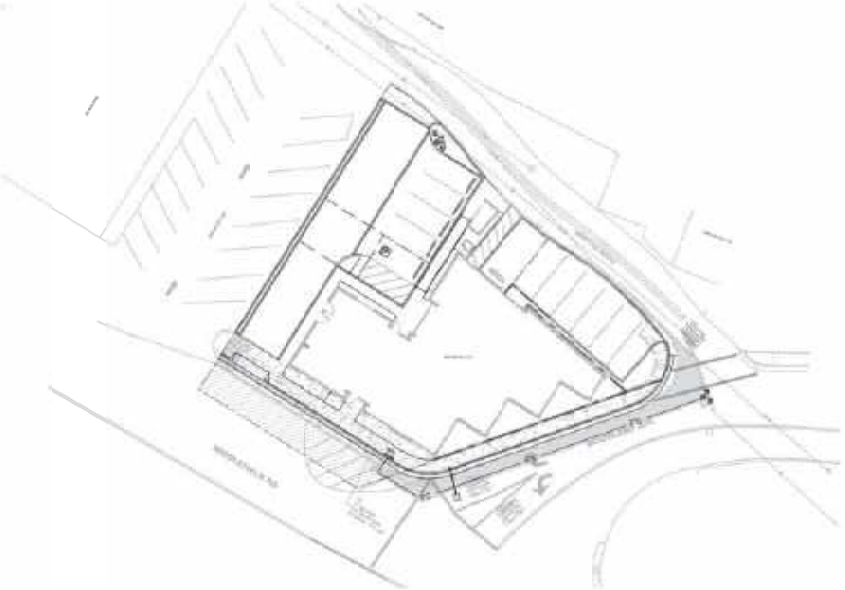
A4.1

40 MIDDLEFIELD

40 MIDDLEFIELD ROAD MENLO PARK, CA

APN: 062-301-110

VICINITY MAP
NOT TO SCALE



NORTH

SCALE: 1"=30'

SURVEY DATA

SURVEY BY: JET ENGINEERING, (650) 366-3783, DATED 6/2019

PROJECT BENCHMARK: SANTA CLARA VALLEY WATER DISTRICT BENCHMARK BM 1179
ELEVATION: 56.79 (NAVD88)

TEMPORARY BENCHMARK: NAIL AND SET IN WOOD STAKE 60.00' IN FRONT OF THE PROJECT SITE, ELEVATION: 59.58'

SURVEY NOTES:
1. TOPOGRAPHIC SURVEY PROVIDED BY JET ENGINEERING DATED JUNE 27, 2019.
2. BOUNDARY INFORMATION PROVIDED BY JET ENGINEERING.

FLOOD NOTES

1. THE PROJECT SHALL BE BUILT IN COMPLIANCE WITH THE CITY'S FLOOD DAMAGE PREVENTION ORDINANCE, CHAPTER 12, SECTION 42.
2. ALL MATERIALS BELOW BFE SHALL BE RESISTANT TO FLOOD DAMAGE. (I.E. CONCRETE, REINFORCED, OR IRREGULAR TREATED WOOD SUCH AS FIR)
3. THE BOTTOM ELEVATION OF ALL AIR, WASTE AND VENT PIPES, AIR CONDITIONING UNITS, ETC.) SHALL BE AT OR ABOVE BFE.
4. STORM RUNOFF RESULTING FROM THE PROJECT'S GRADING AND DRAINAGE ACTIVITIES SHALL NOT ENCROACH ONTO ANY NEIGHBORING LOT. RUNOFF MUST BE CONTAINED.
5. NO BASEMENTS OR ANY HABITABLE ENCLOSURE BELOW THE DFE ARE ALLOWED FOR PROJECTS IN THE FLOOD ZONE

GENERAL NOTES

1. NO CHANGE TO THIS PLANS SHALL BE PERMITTED WITHOUT PRIOR WRITTEN APPROVAL BY THE OWNER OR OWNERS' REPRESENTATIVE.
2. CONTRACTOR SHALL VERIFY LOCATIONS, & ELEVATIONS AND DEPTHS OF EXISTING UTILITY PRIOR TO COMMENCEMENT OF WORK AND SHALL NOTIFY OWNER OR OWNER'S REPRESENTATIVE OF VARIANCE FROM THOSE SHOWN ON THE PLANS.
3. UNDERGROUND FACILITIES AND UTILITIES HAVE BEEN SHOWN BASED ON RECORD DRAWINGS AND VISIBLE EVIDENCE FOUND IN FIELD. NO WARRANTY IS MADE REGARDING THE COMPLETENESS OR ACCURACY OF SUCH INFORMATION. PRIOR TO CONSTRUCTION, DETERMINE THE EXACT LOCATIONS OF UNDERGROUND FACILITIES AND UTILITIES, AND PERFORM ANY NECESSARY RELOCATIONS. PRIOR TO CONSTRUCTION, VERIFY LOCATION AND DEPTH OF EXISTING UNDERGROUND UTILITIES AT THE CROSSING POINTS WITH PROPOSED UTILITIES. THE CONTRACTOR SHALL NOTIFY THE OWNER OF CHANGES REQUIRED BY THESE FINDINGS. IF CHANGES CONFLICTING WITH THOSE SHOWN ON THE DRAWINGS AND SHALL NOT BEGIN CONSTRUCTION UNTIL THE CHANGES HAVE BEEN EVALUATED. CONTACT UNDERGROUND SERVICES ALERT (USA) (811) TWO (2) WEEKS PRIOR TO BEGINNING. REPAIR UNDERGROUND UTILITIES DAMAGED BY CONSTRUCTION OPERATIONS. CONTRACTOR SHALL BE RESPONSIBLE FOR AND MAY ALL DAMAGES ASSOCIATED WITH CONTRACTOR'S FAILURE TO EXACTLY LOCATED AND PRESERVE UNDERGROUND FACILITIES AND UTILITIES.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL COORDINATION WITH THE APPROPRIATE UTILITY COMPANIES AND/OR AGENCIES TO NOTIFY THE EXISTENCE AND/OR LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO COMMENCEMENT OF WORK. AND SHALL NOTIFY U.S.A. @ (800) 227-2600, AT LEAST 48 HOURS IN ADVANCE OF EXCAVATION.
5. IF ANY INDICATIONS OF ARCHAEOLOGICAL REMAINS ARE ENCOUNTERED DURING ONE DAY ACTIVITIES FOR ANY DEVELOPMENT WITHIN THE PROJECT SITE, ALL WORK SHALL BE HALTED WITHIN 100 FEET RADIUS OF THE FIND. OWNER SHALL RETAIN A QUALIFIED ARCHAEOLOGIST RETAINED TO DETERMINE THE NATURE OF THE DISCOVERY AND RECOMMEND APPROPRIATE EVALUATION PROCEDURE(S).

CONTRACTOR RESPONSIBILITY

CONTRACTOR AGREES THAT HE SHOULD ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS, INCLUDING THE SAFETY OF ALL PERSONS AND PROPERTY DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, AND THAT REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED DURING WORKING HOURS. THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND THE DESIGN PROFESSIONALS HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR DESIGN PROFESSIONAL.

DISCREPANCIES

IF THERE ARE ANY DISCREPANCIES BETWEEN THE CONSTRUCTION DOCUMENTS AND EXISTING CONDITIONS WHICH SHALL AFFECT THE WORK, THE CONTRACTOR SHALL BRING SUCH DISCREPANCIES TO THE DESIGN PROFESSIONAL FOR ADJUSTMENT BEFORE PROCEEDING WITH THE WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER FITTING OF ALL PARTS AND FOR THE COORDINATION OF ALL TRADES, SUBCONTRACTORS, AND PERSONS ENGAGED UPON THE CONTRACT.

UTILITY NOTE:

CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS. CALL USA (800) 227-2600. CONTRACTOR TO NOTIFY OWNERS OF ANY APPARENT CONFLICTS FOR RESOLUTION PRIOR TO START OF CONSTRUCTION.

UNAUTHORIZED CHANGES AND USES

CAUTION: THE ENGINEER PREPARING THESE PLANS WILL NOT BE RESPONSIBLE FOR, OR LIABLE FOR, UNAUTHORIZED CHANGES TO OR USES OF THESE PLANS. ALL CHANGES TO THE PLANS MUST BE IN WRITING AND MUST BE APPROVED BY THE DESIGNER OF THE PLANS.

AS-BUILT NOTE

AN "AS BUILT" PLAN SHALL BE PREPARED BY THE CONTRACTOR AND CERTIFIED BY THE PROJECT ENGINEER THAT ALL WORK HAS BEEN CONSTRUCTED IN ACCORDANCE WITH THE APPROVED PLANS AND SPECIFICATIONS.

CITY OF MENLO PARK NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH CURRENT CITY OF MENLO PARK MUNICIPAL CODE AND CONSTRUCTION REGULATIONS, AS WELL AS WITH THE REQUIREMENTS OF ALL OTHER GOVERNMENT AGENCIES HAVING JURISDICTION.
2. NO WORK SHALL BE STARTED ANYWHERE PRIOR TO OBTAINING THE BUILDING DEPARTMENT'S OVER-THE-COUNTER PERMIT.
3. NORMAL HOURLY RESTRICTIONS AND REQUIREMENT OF MACHINERY IN WHICH ALTERED BEHAVIOR MAY AFFECT THE PUBLIC SHALL BE OBSERVED BETWEEN 8:00 AM AND 7PM MONDAY THROUGH FRIDAY NO WORK IS ALLOWED ON WEEKENDS OR LOCAL HOLIDAYS.
4. ALL WORK WITHIN THE PUBLIC RIGHT-OF-WAY WILL REQUIRE AN ENCROACHMENT PERMIT FROM THE CITY OF MENLO PARK.
5. THE CONTRACTOR SHALL MAKE ADJUSTMENT TO MANHOLE AND VALVE COVERS TO CONFORM TO THE PUBLIC, ADJACENT PROPERTY SYSTEMS, THEIR LOCATIONS AND GRADES AS ALL REASONABLY TIMES BECOME OF A STREET OR ROAD IMPROVEMENT THAT HAPPENS IS A REQUIREMENT OF THE CITY OF MENLO PARK PUBLIC WORKS DEPARTMENT.
6. ANY CONSTRUCTION DEBRIS THAT IS USHED FROM THE PUBLIC RIGHT-OF-WAY MUST BE SUBSEQUENTLY SCREENED. TO THE SATISFACTION OF THE BUILDING OFFICIAL. SCREENING SHALL CONSIST OF MATERIALS APPROVED BY THE BUILDING OFFICIAL AND MUST BE IDENTIFIED ON THESE PLANS.
7. NO CONNECTION IS ALLOWED BETWEEN THE STORM WATER COLLECTION AND TREATMENT SYSTEMS AND THE SANITARY SEWER SYSTEM.
8. ALL DRAINAGE SYSTEMS (SWPP) MUST BE SUBJECTED BEFORE COMPLETE INSPECTIONS BY COMP IN STAGES OR INCREMENTAL PROGRESS, TO ALLOW SUPPORT TO BE PROVIDED BEFORE INSTALLING ADDITIONAL SYSTEMS OVER THE TOPS OF STRUCTURES.
9. ALL OFF-SITE IMPROVEMENTS SHALL BE SUBJECT TO AN ENCROACHMENT PERMIT WITH CIVIL RULES, SUBJECTED BEFORE ACT, TO THE SATISFACTION OF THE CITY'S PUBLIC WORKS DIVISION.

ABBREVIATIONS

@	ASSOCIATION
AC	ASPHALT CONCRETE
BOT	BOTTOM/TOP OF CURB
BRP	BACK FLOW PREVENTER
BTS	BOTTOM/TOP OF STEP
C	CONCRETE
CB	CATCH BASIN
CL	CENTERLINE
CONC	CONCRETE
DCDA	DOUBLE CHECK DETECTOR ASSEMBLY
DI	DROP INLET/STORM DRAIN
DET	DUCTILE IRON PIPE
DWY	DRIVEWAY
EC	EDGE OF CONCRETE
EP	EDGE OF PAVEMENT
EG	EXISTING GRADE
F	FOOTING
FF	FINISH FLOOR
FG	FINISH GRADE
FH	FIRE HYDRANT
FW	FLARE WORK
GB	GRADE BREAK
GF	GARAGE FINISH FLOOR IS GARAGE DOOR
HP	HIGH POINT
INV	INVERT
LP	LOW POINT
MH	MANHOLE (SEWER)
MW	METER BOX
NAT	NOT A PART
NL	NATURAL GROUND
PI	PROPERTY LINE
PUE	PUBLIC SERVICE EASEMENT
R/W	RIGHT OF WAY
STD	STANDARD
TC	TOP OF CURB
TYP	TYPICAL
WV	WATER VALVE

INDEX

C1.0 – COVER SHEET
C1.1 – EXISTING SITE & DEMOLITION
C2.1 – HORIZONTAL CONTROL PLAN
C2.2 – GRADING AND DRAINAGE PLAN
C2.3 – UTILITY PLAN
C3.1 – DETAILS
C4.0 – CITY DETAILS
C4.1 – BIOSWALE DETAILS PLAN

FLOOD CERTIFICATION:

I CERTIFY THAT I AM THE ENGINEER (OR ARCHITECT) OF RECORD AND THE PLANS DATED _____ SUBMITTED ON _____ COMPLY WITH THE CITY'S FLOOD DAMAGE PREVENTION ORDINANCE (CHAPTER 12, SECTION 42

_____
ENGINEER OF RECORD

USA NORTH 811
Call Before You Dig

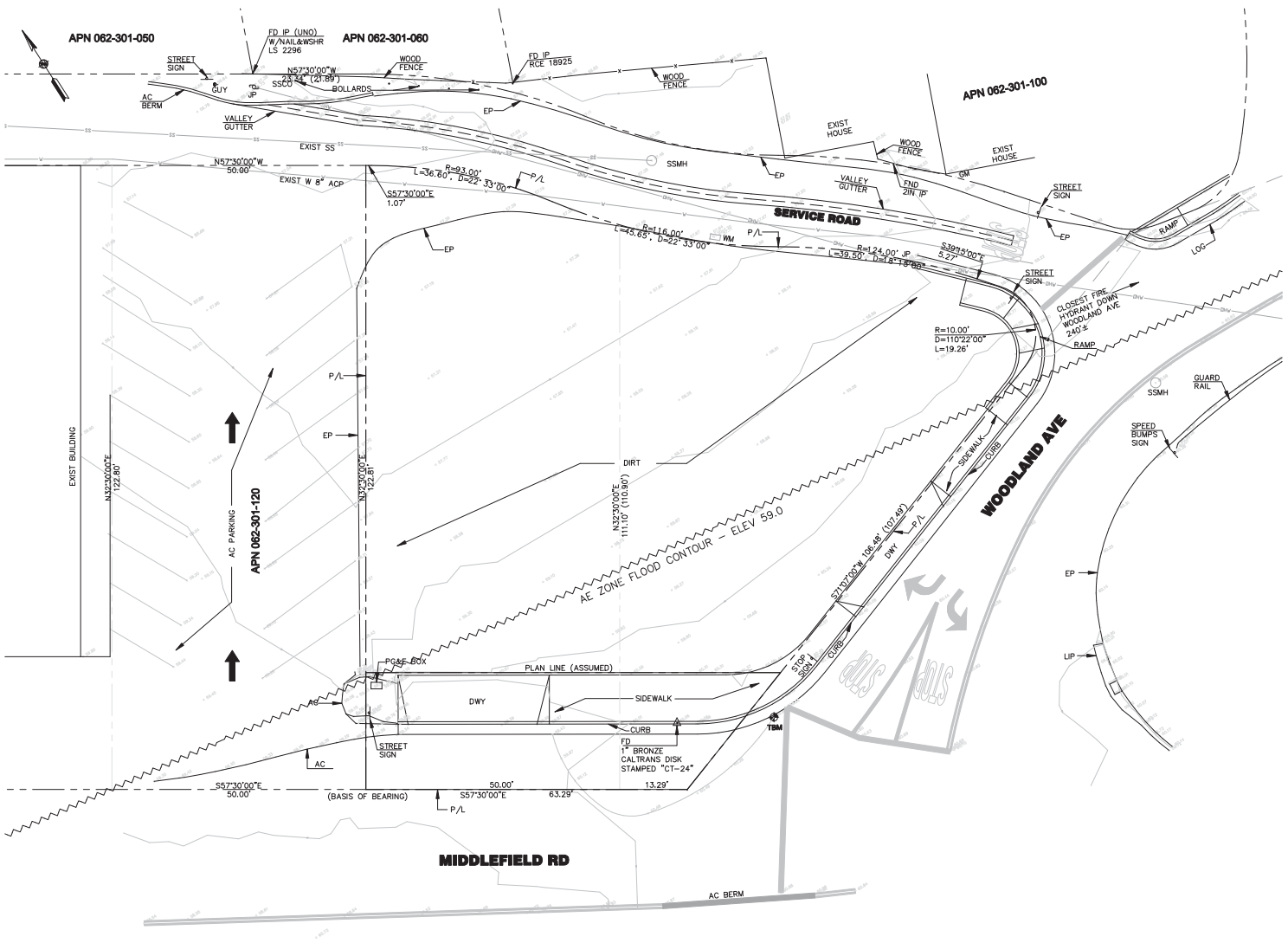
Call Two Working Days Before You Dig!

Date	10/12/17
Scale	1"=30'
Drawn	JR
Job	426-00
Sheet	C0.1
of	8 Sheets

40 MIDDLEFIELD ROAD
MENLO PARK, CALIFORNIA

COVER SHEET

C2G CIVIL CONSULTANTS GROUP, INC.
Engineers, Planners



VICINITY MAP
NOT TO SCALE

PARCEL INFO

APN - 062-301-110

PARCEL AREA 11,589.55 SF CALC'D GROSS

BOUNDARY

THE BOUNDARY INFORMATION IS BASED UPON THE FOLLOWING RECORD INFORMATION CONTAINED IN DOC NO. 2006-196598 RECORDED ON DICEMBER 28, 2006 DESCRIBED AS FOLLOWS:

LOTS 6 AND 7, AS SHOWN ON THE MAP ENTITLED "MAP OF MIDDLEFIELD PARK, SAN MATEO COUNTY, CALIFORNIA" FILED IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA ON NOVEMBER 19, 1926, IN BOOK 14 OF MAPS AT PAGE 54.

BASIS OF BEARING

THE BASIS OF BEARING IS BASED ON THE NORTHRLY RIGHT OF WAY LINE OF MIDDLEFIELD ROAD AS SHOWN ON THAT CERTAIN MAP ENTITLED "MAP OF MIDDLEFIELD PARK, SAN MATEO COUNTY, CALIFORNIA" FILED IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA ON NOVEMBER 19, 1926, IN BOOK 14 OF MAPS AT PAGE 54.

PROJECT BENCHMARK

SANTA CLARA VALLEY WATER DISTRICT BENCHMARK BM1174, ELEVATION 58.79 (NAVD88) DESCRIBED AS FOLLOWS:

USCGS BRASS DISC ON TOP OF THE NORTHEAST HEADWALL FOR SAN FRANCISQUITO CREEK AT THE INTERSECTION OF MIDDLEFIELD ROAD AND WOODLAND AVENUE-PALO ALTO AVENUE; STATION IS ABOUT 100 FEET EAST OF STOP SIGN AT NORTHWEST CORNER OF MIDDLEFIELD ROAD AND WOODLAND AVENUE; ALSO 100 FEET NORTH FROM STOP SIGN AT THE SOUTHEAST CORNER OF MDDLEFIELD ROAD AND PALO ALTO AVENUE.

TEMPORARY BENCHMARK (TBM)

MAG NAIL SET IN MIDDLEFIELD RD IN FRONT OF THE PROJECT SITE, ELEVATION 59.98.

FLOOD ZONE INFO

FLOOD ZONE AE - FIRM MAP PANEL 06081C0308E, EFF 10/16/2012

ZONING INFO: CHAPTER 16.42 MENLO PARK MUNICIPAL CODE

PARCEL ZONING: C4 GENERAL NEIGHBORHOOD COMMERCIAL

DEVELOPMENT REGULATIONS; MPMC 16.42.030

TOPOGRAPHIC SURVEY NOTES:

1. TOPOGRAPHIC SURVEYS PREPARED BY JET ENGINEERING DATED JUNE 27, 2016.
2. RECORD BOUNDARY INFORMATION PREPARED BY JET ENGINEERING.

SURVEYOR'S NOTE

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

LICENSED LAND SURVEYOR — BEAU J. DORSETT — No. 8840 — STATE OF CALIFORNIA

REGISTERED PROFESSIONAL ENGINEER — JAMES E. THOMASSON — No. 44978 — Exp. 3/31/18 — CIVIL — STATE OF CALIFORNIA

JET ENGINEERING
CONSULTING CIVIL ENGINEERS
1048 EL CAMINO REAL, SUITE C
REDWOOD CITY, CA 94063

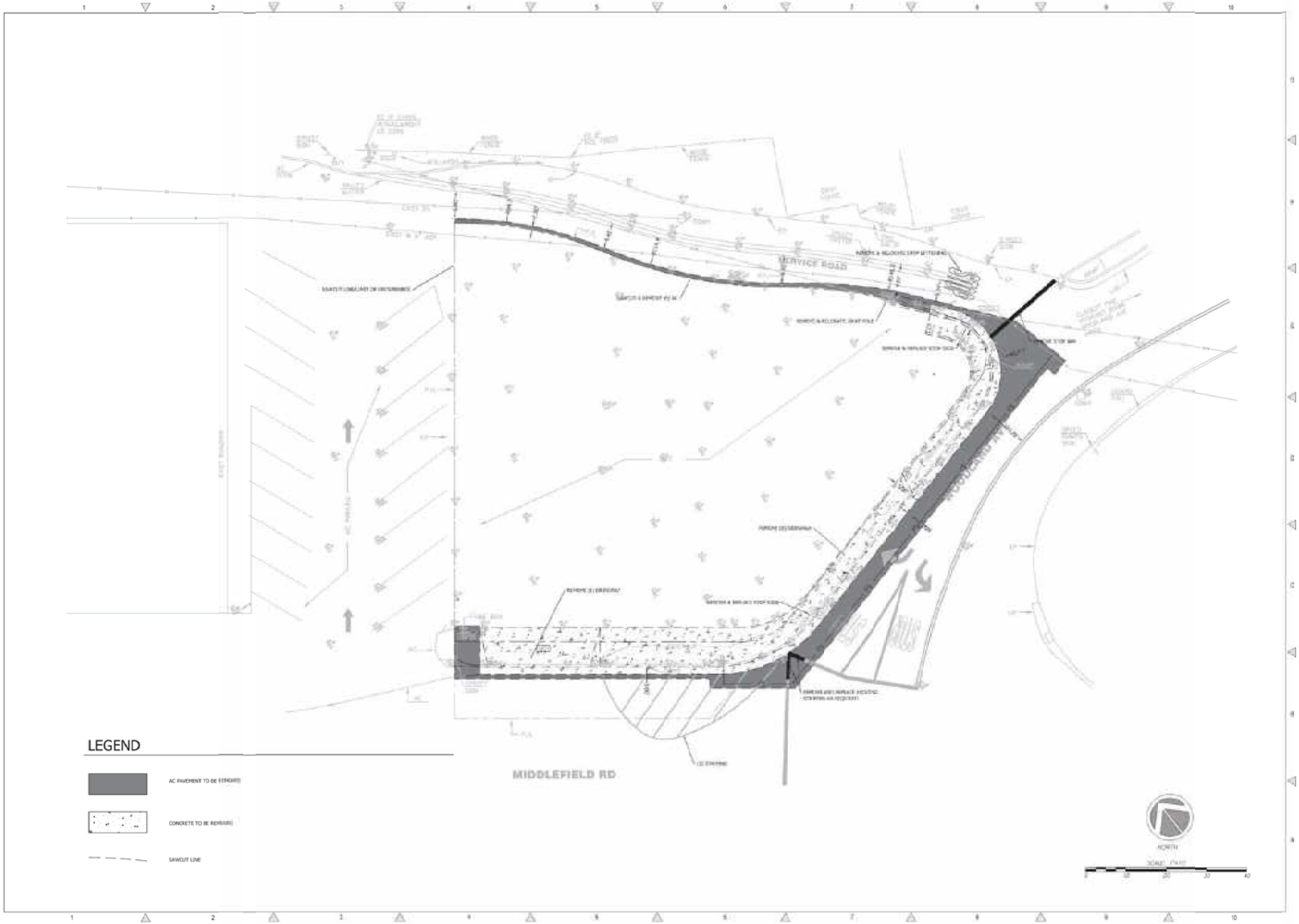
XANDER DEVELOPMENT LLC
40 MIDDLEFIELD RD
MENLO PARK, CA 94025

TOPOGRAPHIC SURVEY
APN: 062-301-110

REVISIONS			
NO.	DATE	DESCRIPTION	BY

JOB NO. C40-M-16
DATE : 06-27-16
DRAWN: DC
CHECKED: JET
SCALE: 1" - 10'

SHEET NO.
C1.0
1 OF 1 SHEETS



EXISTING SITE AND DEMOLITION PLAN

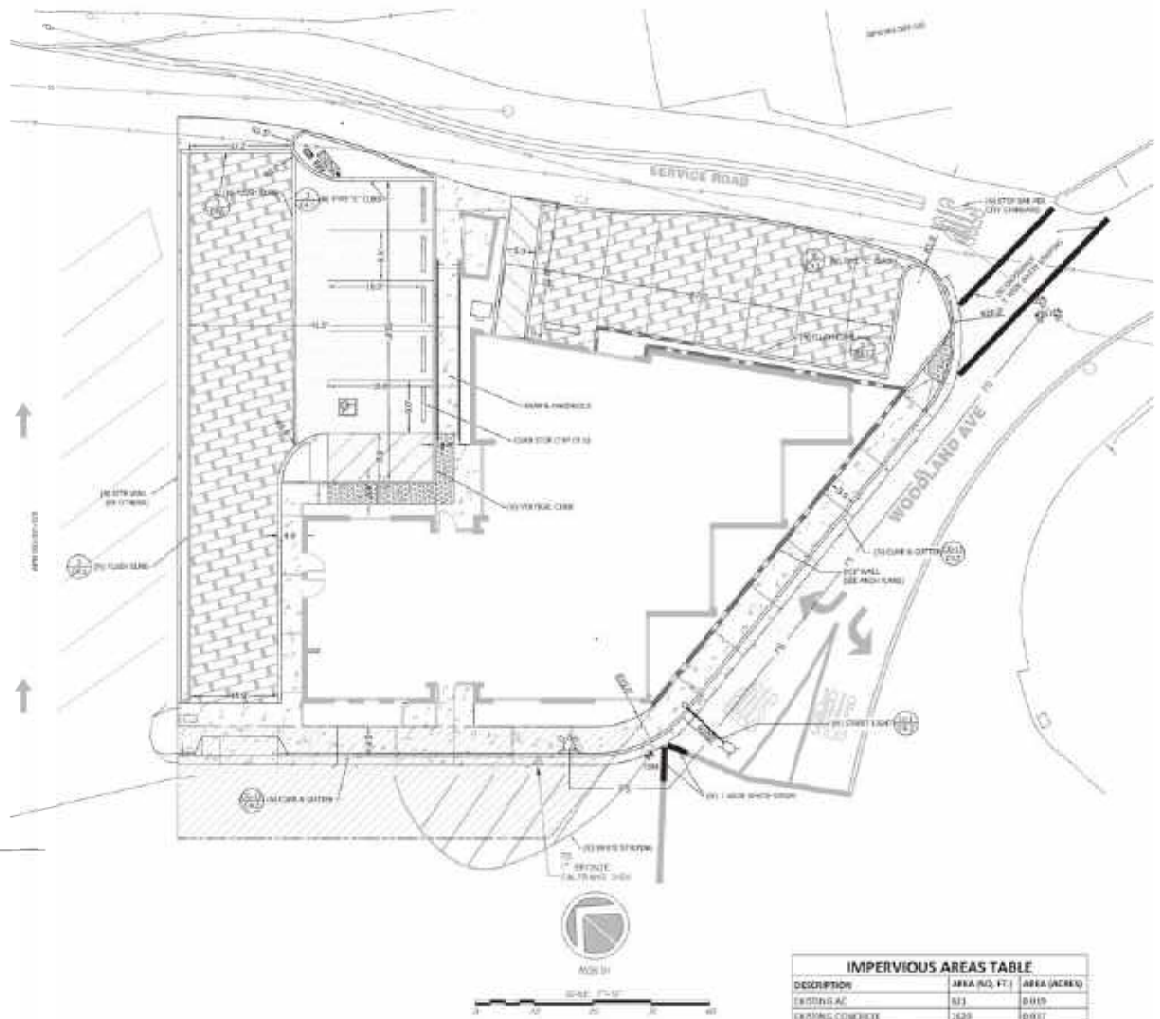
C2G CIVIL CONSULTANTS GROUP, INC.

40 MIDDLEFIELD ROAD
MENLO PARK, CALIFORNIA

Sheet: C1.1

Of 8 Sheets

C15



LEGEND

- AC PAVEMENT
- CONCRETE
- TURF/VEGETATION (BY OTHERS)
- PERVIOUS PAVERS
- RIGHT-OF-WAY DEDICATION TO CITY BY SEPARATE RECORDED DOCUMENT
- (N) TRANSITION DOMES
- RETAINING CURB
- PLANTER WALL (SEE ARCHITECTURAL PLANS)

IMPERVIOUS AREAS TABLE

DESCRIPTION	AREA (SQ. FT.)	AREA (ACRES)
EXISTING AC	823	0.019
EXISTING CONCRETE	1620	0.037
TOTAL EXISTING IMPERVIOUS	2443	0.056
REPLACES AC	823	0.019
REPLACED CONCRETE	1044	0.024
TOTAL REPLACED IMPERVIOUS	1634	0.037
NEW AC	1947	0.045
NEW CONCRETE	0	0.000
NEW BUILDING	3420	0.079
TOTAL NEW IMPERVIOUS	5367	0.123
TOTAL LOT AREA	13000	0.298
NEW & REPLACED IMPERVIOUS	6991	0.160
IMPERVIOUS % OF TOTAL LOT	60.2%	

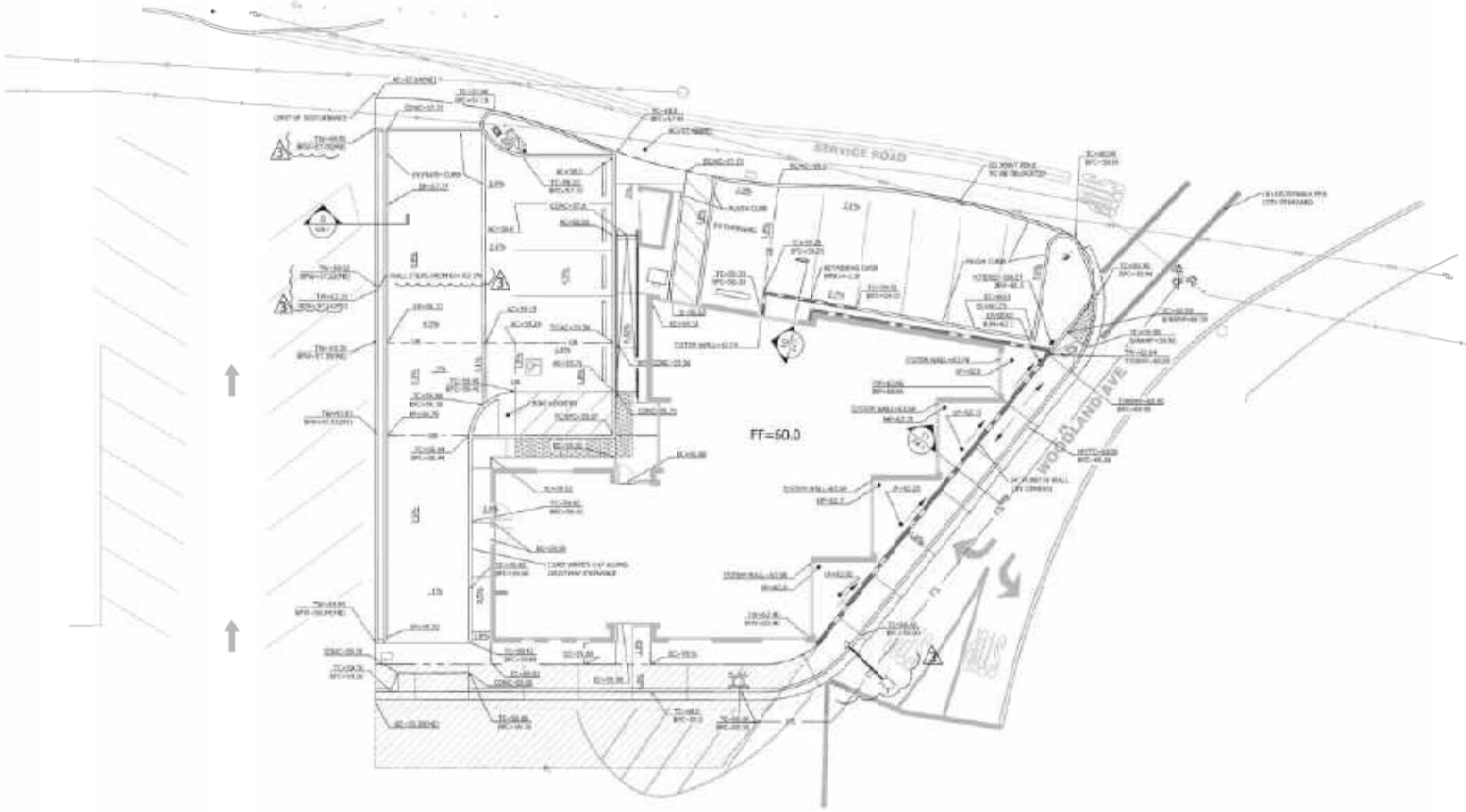
HORIZONTAL CONTROL PLAN

C2G CIVIL CONSULTANTS GROUP, plc

40 MIDDLEFIELD ROAD
MENLO PARK, CALIFORNIA

Sheet: C2.1

C16



GENERAL GRADING NOTES:

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE PROJECT'S GEOTECHNICAL REPORT.
2. ALL AREAS TO RECEIVE FILL SHALL BE CLEARED TO A DEPTH TO BE DETERMINED BY THE GEOTECHNICAL ENGINEER. APN (1) A.C., 10 P.C.I. MIXING SHALL BE ACHIEVED BY MIXING & SUBSEQUENT WATERING & COMPACTED AS SHOWN ON THESE PLANS.
3. ALL VEGETATION TO BE USED AS FILL WITHIN BUILDING AND AREAS IN PAVING OR DRIVEWAY AREAS TO BE FREE OF ALL VEGETATION & ORGANIC MATTER AND SHALL BE APPROVED BY THE GEOTECHNICAL ENGINEER.
4. ALL BUILDING PADS TO BE COMPACTED TO 95% RELATIVE COMPACTION, OBSERVANT & TESTED WERE TO BE COMPACTED TO 95% AND ATTAIN COMPACTION FOR ASTM D1557-91.
5. BUILDING PAD TO BE LEVEL SIDE TO SIDE, FRONT TO REAR, UNLESS OTHERWISE SHOWN.
6. DESCRIPTION MAY BE ADJUSTED IN FIELD AS NEEDED, ALL EXISTING STRUCTURES SHALL BE REMOVED OFF. FILLED ENTRIES SHALL BE REMOVED OFF TO AN APPROVED DISPOSAL SITE.
7. ALL WORK SHOWN OR NOTED IN THESE PLANS SHALL BE IN STRICT ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER, ALL LOCAL, STATE AND FEDERAL MINIMUM STANDARDS AND THE LATEST EDITION OF THE UNIFORM BUILDING CODE.
8. CONTRACTOR SHALL PROTECT ALL EXISTING SITE IMPROVEMENTS AND CONSTRUCTION MATERIAL DURING CONSTRUCTION. CONTRACTOR SHALL REPAIR ANY DAMAGE TO AS-NEW CONDITION AT THEIR SOLE EXPENSE.
9. CONTRACTOR SHALL VERIFY ALL EXISTING SITE CONDITIONS, SITE DIMENSIONS AND GRADE PRIOR TO THE START OF CONSTRUCTION.
10. ALL GRADING AND RELATED WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE STANDARD REQUIREMENTS OF THE CITY OF MENLO PARK.
11. GRADING SLOPES FOR BOTH CUT AND FILL SHALL NOT EXCEED 2:1(H:V) UNLESS OTHERWISE ADVISED BY THE GEOTECHNICAL ENGINEER.
12. ALL DRIVEWAY GRADES ADJACENT TO OR MEETING SHALL BE 0" (ZERO) BELOW FINISH FLOOR.
13. CONTRACTOR SHALL GRADE TO ENSURE MAXIMUM POINT AWAY FROM ALL BUILDING, TYPICALLY OF 5% FOR 10 FEET OR MORE OF BUILDING.
14. ALL EXCESS EARTHWORK SHALL BE TAKEN ON SITE IF AN APPROVED LOCATION OR HAULED OFF TO AN APPROVED FACILITY.
15. UNDER NO CIRCUMSTANCES SHALL RUN-OFF DIRECTLY SHEET FLOW ACROSS ADJACENT PROPERTY.

FLOODPLAIN NOTE:

FOR ESTIMATED BASE WATER ELEVATION = 53.0

FLOOD ZONE A

BFE = 53.0

BFE - FFE = -6.0

OFFSITE IMPROVEMENT NOTE:

ELECTROLIER LOCATION SUBJECT TO CHANGE PENDING OF THE RESOLUTION OF THE CITY'S PRELIMINARY STUDY OF THE RESIDUAL AVENUE DESIGNS. IN PHASE OR ELECTROLIERS IS MADE OR AN ASSURED SPACING OF 200'-0". ADDITIONAL ELECTROLIERS, IF ANY, MAY BE REQUIRED PENDING ON A PHOTOMETRIC ANALYSIS OF THE AREA - THIS ACTION MAY BE DETERMINED TO THE BUILDING PERMIT APPLICATION.

NORTH

0 5 10 15 20 40

USA NORTH 811 Call Before You Dig

Call Two Working Days Before You Dig!

REVISIONS	BY
1 CITY COMMENTS 6/8/18 (1ST SET)	JP
2 CITY COMMENTS 10/26/18	JP
3 CITY COMMENTS 6/28/19	JP

GRADING PLAN

No. C 59961 Exp. 9/30/19

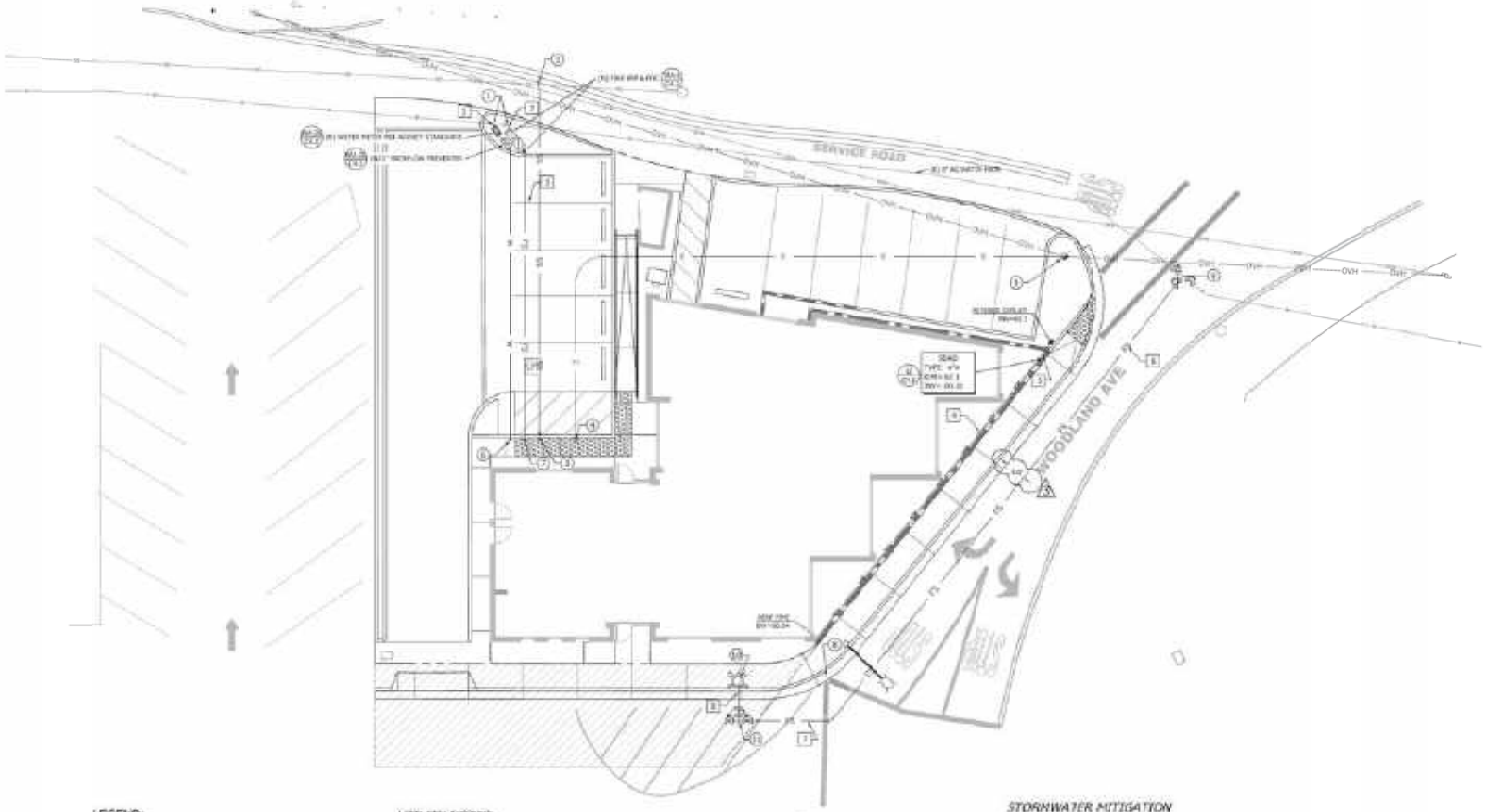
C2G CIVIL CONSULTANTS GROUP, INC.

40 MIDDLEFIELD ROAD
MENLO PARK, CALIFORNIA

Date 10/12/17
Scale 1" = 10'
Drawn JR
Job 426-00

Sheet C3.1
of 8 Sheets

C17



LEGEND:

UTILITY NOTES:

1. INSTALL (1) WATER MAIN. CONTRACTOR TO VERIFY DEPTH, LOCATION, SIZE, AND MATERIAL PRIOR TO CONSTRUCTION.
2. INSTALL (1) GAS MAIN. CONTRACTOR TO VERIFY DEPTH, DIRECTION OF FLOW, EXACT LOCATION, MATERIAL AND SIZE OF PIPE PRIOR TO CONSTRUCTION.
3. (E) POC @ (N) BUILDING
4. (E) ELECTRICAL POC @ (N) BUILDING
5. (N) 1,000 GALLON GREASE INTERCEPTOR
6. (N) DOMESTIC WATER POC @ (N) BUILDING
7. (N) FIRE SUPPRESSION POC @ (N) BUILDING
8. (N) LIGHT DUTY OIL AND GREASE INTERCEPTOR
9. (N) FIRE HYDRANT
10. (N) HYDRANT PER WOODSIDE FIRE PROTECTION DISTRICT STANDARDS
11. (N) DUPLEX "DC" WITH CUT VALVES IN VAULT, PROVIDE BUBBLER FLOW ALARM

UTILITY PIPE SCHEDULE:

1. (N) 4" CAST IRON GREASE PIPE
2. (N) 4" PVC SCH. 40 PIPE
3. (N) 6" PVC SCH. 40 PIPE
4. (N) 8" PVC SCH. 40 PIPE @ 1.0%
5. (N) 10" PVC SCH. 40 PIPE @ 1.0%
6. (N) 12" PVC SCH. 40 PIPE @ 1.0%
7. (N) 18" PVC SCH. 40 PIPE @ 1.0%

STORMWATER MITIGATION

FOR MENLO PARK GREEN CRITERIA, THIS PROJECT IS NOT A REGULATED PROJECT. THE PROJECT MUST, HOWEVER, PROVIDE AT LEAST ONE OF THE FOLLOWING (OR MITIGATION MEASURES):

1. ROOF/ROOF RUNOFF DIRECTED TO RAIN BARRELS
2. ROOF/ROOF RUNOFF DIRECTED TO VEGETATED AREAS
3. ROOF RUNOFF FROM SMALL OR OTHER FLAT ROOFS DIRECTED TO VEGETATED AREAS
4. ROOF RUNOFF FROM DRIVEWAYS AND PARKING AREAS DIRECTED TO VEGETATED AREAS
5. PERVIOUS PAVERS, PAVERS FOR WALKS AND OTHER FLAT WORK
6. PERVIOUS PAVERS, PAVERS FOR DRIVEWAYS AND PARKING AREAS

THIS PROJECT INCORPORATES MEASURES [AND].

USA NORTH 811 Call Before You Dig

Call Two Working Days Before You Dig!

NORTH

0 10 20 30 40

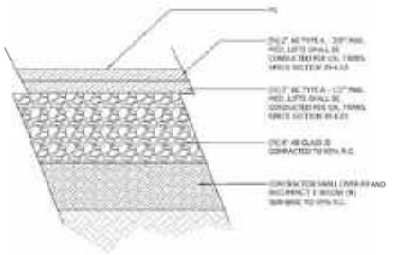
C2G CIVIL CONSULTANTS GROUP, INC.

40 MIDDLEFIELD ROAD
MENLO PARK, CALIFORNIA

UTILITY PLAN

Date 10/12/17
Scale 1" = 10'
Drawn JR
Job 426-00

Sheet C3.2
of 8 Sheets



1 AC PAVEMENT SECTION

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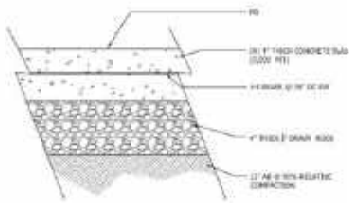
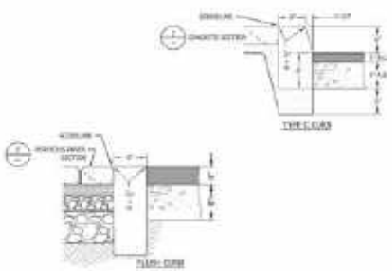


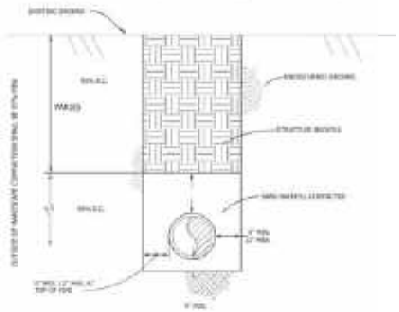
2 CONCRETE SIDEWALK SECTION

Scale: NTS



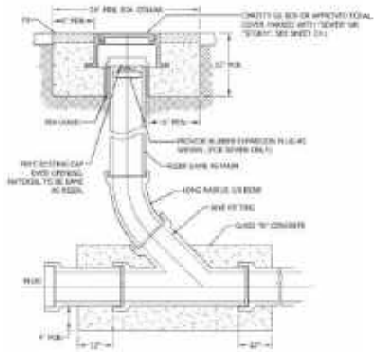
3 CONCRETE CURB TYPES

Scale: NTS



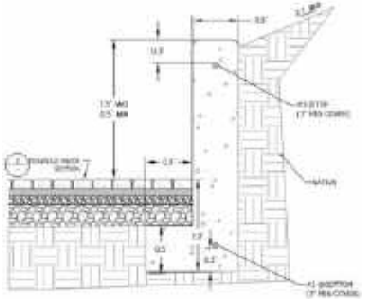
4 STANDARD TRENCH BACKFILL IN PAVING

Scale: NTS



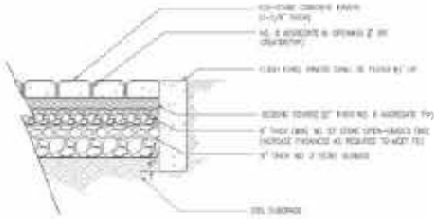
5 SS OR SD CLEANOUT DETAIL

Scale: NTS



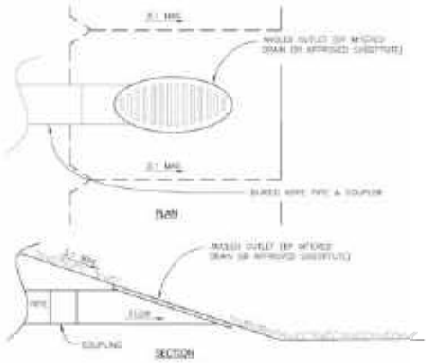
6 RETAINING CURB

Scale: NTS



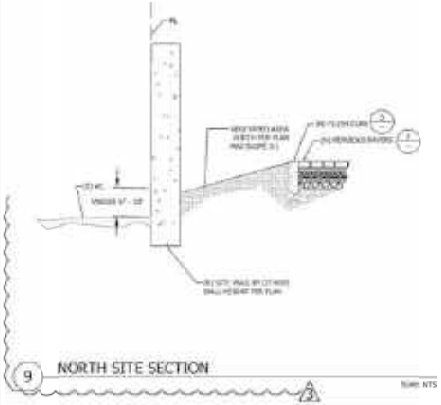
7 PERVIOUS PAVER SECTION

Scale: NTS



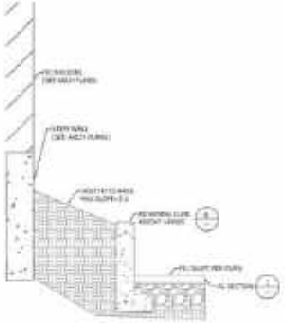
8 MITRED OUTLET

Scale: NTS



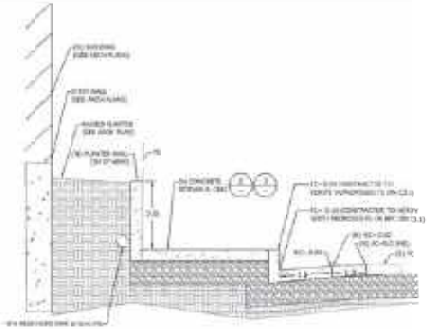
9 NORTH SITE SECTION

Scale: NTS



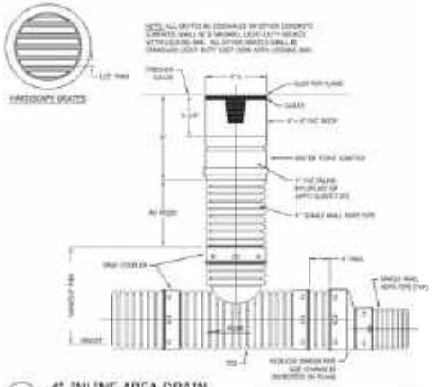
10 EAST SITE SECTION

Scale: NTS



11 SOUTH SITE SECTION

Scale: NTS



9 4" INLINE AREA DRAIN

Scale: NTS

REVISIONS	BY
1 CITY COMMENTS DATED 11/14/17	JH
2 CITY COMMENTS DATED 12/26/17	JH
3 CITY COMMENTS DATED 3/26/18	JH

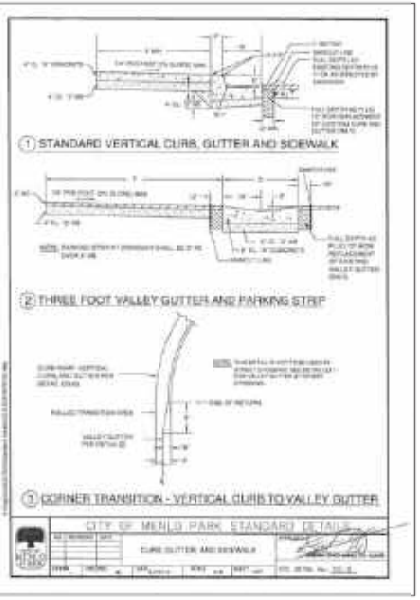
DETAILS

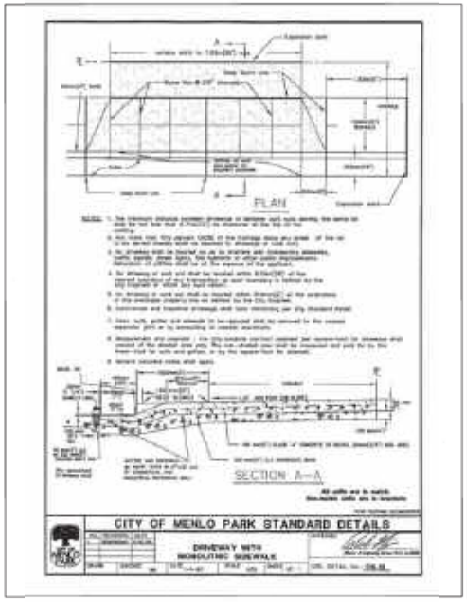
C2G CIVIL CONSULTANTS GROUP, INC

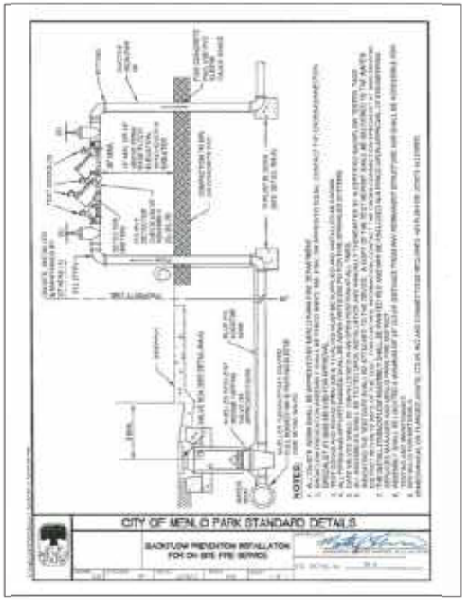
40 MIDDLEFIELD ROAD
MENLO PARK, CALIFORNIA

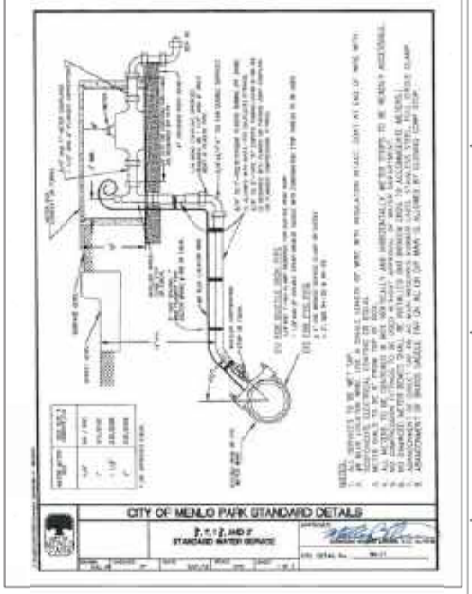
Date 10/13/17
Scale AS SHOWN
Drawn JH
Job 426-00

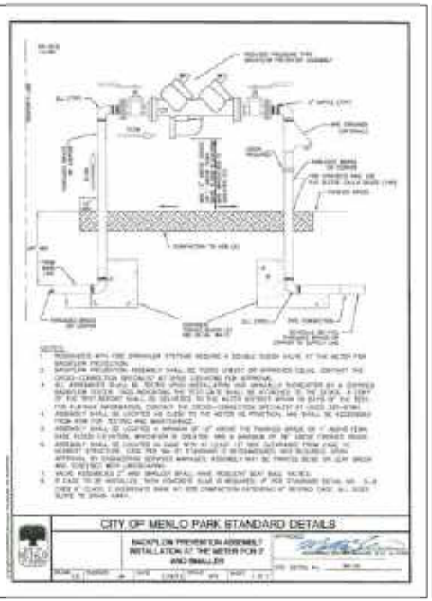
Sheet
C4.1
OF 8 Sheets

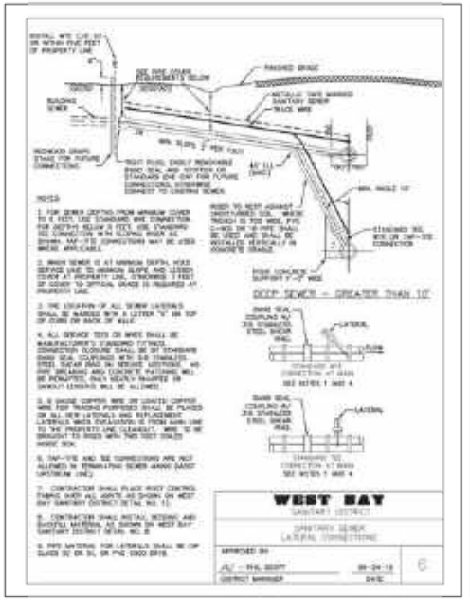


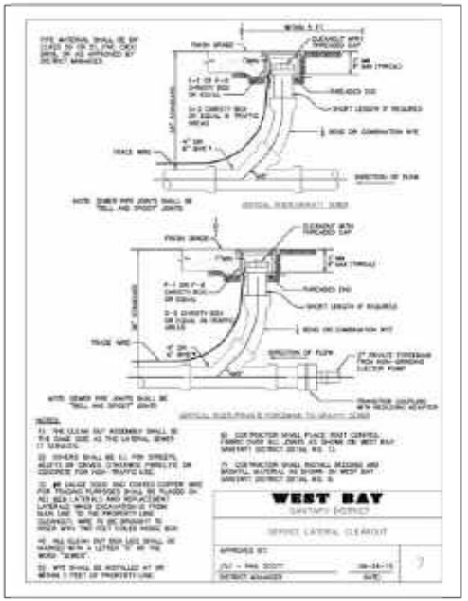


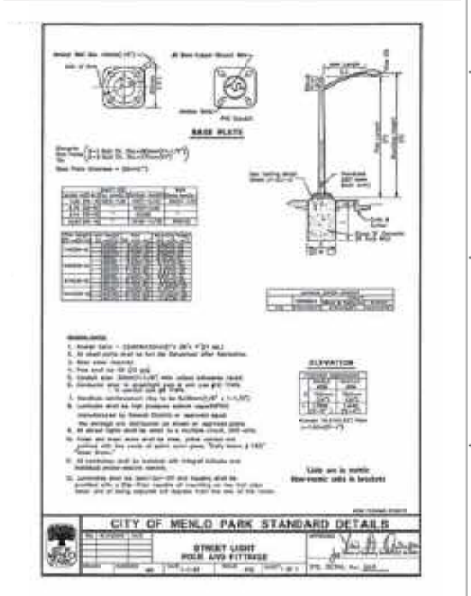












REVISIONS	BY
1 CITY COMMENTS DATED 03/14/17	DP
2 CITY COMMENTS DATED 05/26/17	DP
3 CITY COMMENTS DATED 06/26/17	DP

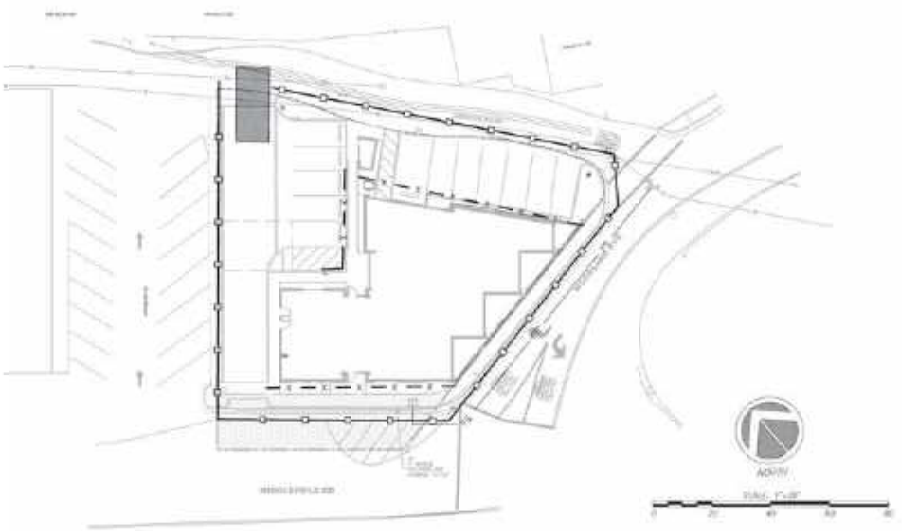
CITY DETAILS

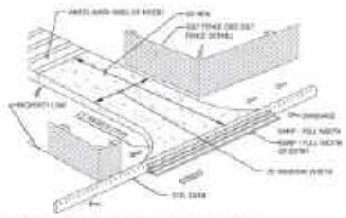
C2G CIVIL CONSULTANTS GROUP, INC
Engineers, Planners
1400 Parkmoor Avenue, Suite 190
San Jose, CA 95126
(408) 244-7500

40 MIDDLEFIELD ROAD
MENLO PARK, CALIFORNIA

Date	10/13/17
Scale	AS SHOWN
Drawn	DP
Job	476.00
Sheet	C4.2
of	8 Sheets

C20





3 ROCKED CONSTRUCTION ENTRANCE

LEGEND

SILT FENCE 1

FIBER ROLL 2

ROCKED CONSTRUCTION ENTRANCE 3

EROSION CONTROL NOTES

1. BETWEEN OCTOBER 15 AND APRIL 15, REMAINING SOIL SHALL BE PROTECTED FROM EROSION AT ALL TIMES. MAY 15 TO OCTOBER 15, OR OTHER WORK SHALL BE EXCLUDED TO PREVENT TURBID RUNOFF TO ADJOINING PROPERTIES.

2. ALL AREAS ON AND OFF SITE, EXPOSED DURING CONSTRUCTION, IF NOT PERMANENTLY LANDSCAPED PER PLANS, SHALL BE PROTECTED BY FOLLOWING AND/OR CHAPTERS OF THE FOLLOWING APPROVED EROSION CONTROL MEASURES AT A RATE OF 10 POUNDS PER ACRE:

ANNUAL RYEGRASS	50%
PERENNIAL RYEGRASS	30%
CREEPING RED FESCUE	15%
CLOVER, ANNUAL RED	TRACE
CLOVER, STRAWBERRY	TRACE

3. UNNECESSARY GRADING AND DISTURBANCE OF SOIL IS NOT PERMITTED.

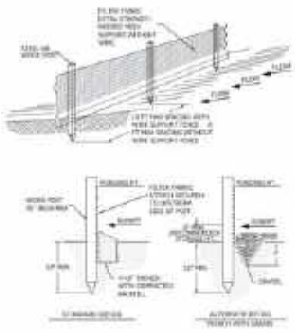
4. ANY EXCESS MATERIAL SHALL BE DISPOSED OF OFF-SITE OR TRANSPORTED TO A NEARBY TEMPORARY DIRECT ADJACENT PROPERTIES.

5. UPON COMPLETION OF CONSTRUCTION, ALL REMAINING EXPOSED AREAS SHALL BE PERMANENTLY REVEGETATED PER LANDSCAPE PLANS.

6. ANY MATERIAL STOCKPILED DURING CONSTRUCTION SHALL BE COVERED WITH PLASTIC.

7. DURING CONSTRUCTION NO CHEMICALS OR WATER SHALL BE PERMITTED TO ENTER STORM DRAIN SYSTEM. USE OF SILT AND GRAVEL TRAPS, FILTER BERMS, OR HAY BALES MAY BE USED TO PREVENT SILT FROM ENTERING.

8. CONTRACTOR SHALL NOTIFY THE CITY OF MENLO PARK 48 HOURS BEFORE ANY EARTHWORK IS BEGUN.



CONSTRUCTION SPECIFICATIONS

THE HEIGHT OF A SILT FENCE SHALL NOT EXCEED 36 INCHES. STORAGE HEIGHT SHALL NEVER EXCEED 18". THE FENCE LINE SHALL FOLLOW THE CONTOUR AS CLOSELY AS POSSIBLE.

IF POSSIBLE, THE FILTER FABRIC SHALL BE CUT FROM A CONTINUOUS ROLL TO AVOID THE USE OF JOINTS. WHERE JOINTS ARE NECESSARY, FILTER CLOTH SHALL BE SPLICED ONLY AT A SUPPORT POST, WITH A MINIMUM 6-INCH OVERLAP AND BOTH ENDS SECURELY FASTENED TO THE POST.

POSTS SHALL BE SPACED A MAXIMUM OF 10 FEET APART AND DRIVEN SECURELY INTO THE GROUND. DEPENDING OF 12 INCHES ALL THREE FILTER STRENGTH FABRIC IS USED WITHOUT THE WIRE SUPPORT FENCE, POST SPACING SHALL NOT EXCEED 6 FEET. TURN THE ENDS OF THE FENCE UPHILL.

A TRENCH SHALL BE EXCAVATED APPROXIMATELY 4 INCHES WIDE AND 6 INCHES DEEP ALONG THE LINE OF POSTS AND UPSLOPE FROM THE BARRIER.

WHEN STANDARD STRENGTH FILTER FABRIC IS USED, A WIRE MESH SUPPORT FENCE SHALL BE FASTENED SECURELY TO THE UPSLOPE SIDE OF THE POSTS USING HEAVY DUTY WIRE STAPLES AT LEAST 1 INCH LONG, TIE WIRES OR HOG RINGS. THE WIRE SHALL EXTEND INTO THE TRENCH A MINIMUM OF 2 INCHES AND SHALL NOT EXTEND MORE THAN 36 INCHES ABOVE THE ORIGINAL GROUND SURFACE.

THE STANDARD STRENGTH FILTER FABRIC SHALL BE STAPLED OR WIRED TO THE FENCE, AND 8 INCHES OF THE FABRIC SHALL EXTEND INTO THE TRENCH. THE FABRIC SHALL NOT EXTEND MORE THAN 36 INCHES ABOVE THE ORIGINAL GROUND SURFACE. FILTER FABRIC SHALL NOT BE SPLICED TO EXISTING TREES.

WHERE EXTRA STRENGTH FILTER FABRIC AND CLOSER POST SPACING ARE USED, THE WIRE MESH SUPPORT FENCE MAY BE OMITTED. IN SUCH A CASE, THE FILTER FABRIC IS STAPLED OR WIRED DIRECTLY TO THE POSTS.

THE TRENCH SHALL BE BACKFILLED AND THE SOIL COMPACTED OVER THE TOP OF THE FILTER FABRIC.

SILT FENCES PLACED AT THE TOE OF A SLOPE SHALL BE SET AT LEAST 5 FEET FROM THE TOE, WHENEVER IS POSSIBLE.

SILT FENCES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR USEFUL PURPOSE, BUT NOT BEFORE THE UPSLOPE AREA HAS BEEN PERMANENTLY STABILIZED, AND ANY SEDIMENT UTILIZED BEHIND THE SILT FENCE HAS BEEN REMOVED.

INSPECTION AND MAINTENANCE

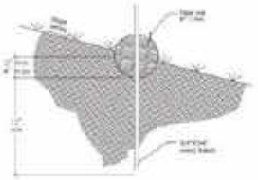
SILT FENCES AND FILTER BARRIERS SHALL BE INSPECTED WEEKLY AND AFTER EACH SIGNIFICANT STORM (1" OR MORE). ALL REQUIRED REPAIRS SHALL BE MADE IMMEDIATELY. SEDIMENT SHALL BE REMOVED WHEN IT REACHES 1/2 HEIGHT OF THE FENCE OR 6 INCHES MAXIMUM.

THE REMOVED SEDIMENT SHALL BE PLACED ON SITE WHERE IT WILL NOT CONTRIBUTE TO EROSION.

NOTES:

1. INSPECT AND REPAIR FENCE AFTER EACH STORM EVENT AND REMOVE SEDIMENT WHEN NECESSARY.
2. REMOVED SEDIMENT SHALL BE DEPOSITED AT AN AREA THAT WILL NOT CONTRIBUTE SEDIMENT OFF-SITE AND CAN BE PERMANENTLY STABILIZED.
3. SILT FENCE SHALL BE REPLACED ON SLOPE CONTOURS TO MAXIMIZE PONDING EFFICIENCY.

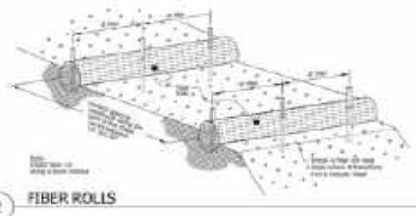
1 SILT FENCE



CONSTRUCTION SPECIFICATIONS

EACH FIBER ROLL OR LEVEL CONTOUR SHALL BE FOLLOWS:

- SLOPE INCLINATION OF 4:1 (25%) OR FLATTER: FIBER ROLLS SHALL BE PLACED AT A MAXIMUM INTERVAL OF 20 FT.
- SLOPE INCLINATION BETWEEN 4:1 AND 2:1 (50%): FIBER ROLLS SHALL BE PLACED AT A MAXIMUM INTERVAL OF 10 FT. (A CLOSER SPACING IS MORE EFFECTIVE).
- SLOPE INCLINATION OF 2:1 (50%) OR STEEPER: FIBER ROLLS SHOULD BE PLACED AT A MAXIMUM INTERVAL OF 5 FT. (A CLOSER SPACING IS MORE EFFECTIVE).
- TURN THE ENDS OF THE FIBER ROLL UP SLOPE TO PREVENT RUNOFF FROM GOING AROUND THE ROLL. NEW FIBER ROLLS TWICE A 2 TO 5 IN. DEEP TRENCH WITH A WIDTH EQUAL TO THE DIAMETER OF THE FIBER ROLL.
- DRIVE STAKES AT THE ANGLE OF ROW. FIBER ROLL ARE SPACED A 1' MAXIMUM ON CENTER.
- USE WOOD STAKES WITH A NOMINAL CUDGEL SECTION OF 0.75 IN X 0.75 IN. AND A MINIMUM LENGTH OF 24 IN.
- IF MORE THAN ONE FIBER ROLL IS PLACED IN A ROW, THE ROLLS SHOULD BE OVERLAPPED, NOT ABUTTED. BEFORE OR REPLACE SPLIT, TORN, UNRAVELING OR SUSPENDED FIBER ROLLS.



IF THE FIBER ROLL IS USED AS A SEDIMENT CONTAINMENT DEVICE, OR AS AN EROSION CONTROL DEVICE TO INTERCEPT SHEET FLOWS, SEDIMENT THAT ACCUMULATES IN THE RIDGE MUST BE REMOVED ONLY BEFORE IT IS DRIVEN TO ANOTHER TRAP EFFECTIVENESS. SEDIMENT SHALL BE REMOVED WHEN SEDIMENT ACCUMULATION REACHES ONE HALF THE DISTANCE TO SEDIMENT STORAGE DEPTH, USUALLY ONE HALF THE DISTANCE BETWEEN THE TOP OF THE FIBER ROLL AND THE ADJACENT UNDISTURBED SURFACE. SEDIMENT REMOVED DURING THE MAINTENANCE MAY BE INCORPORATED INTO EARTHWORK ON THE SITE OR DISPOSED OF AN APPROPRIATE LOCATION.

2 FIBER ROLLS

USA NORTH 811 Call Before You Dig

Call Two Working Days Before You Dig!

C2G CIVIL CONSULTANTS GROUP, INC.

Engineers, Planners

EROSION CONTROL PLAN

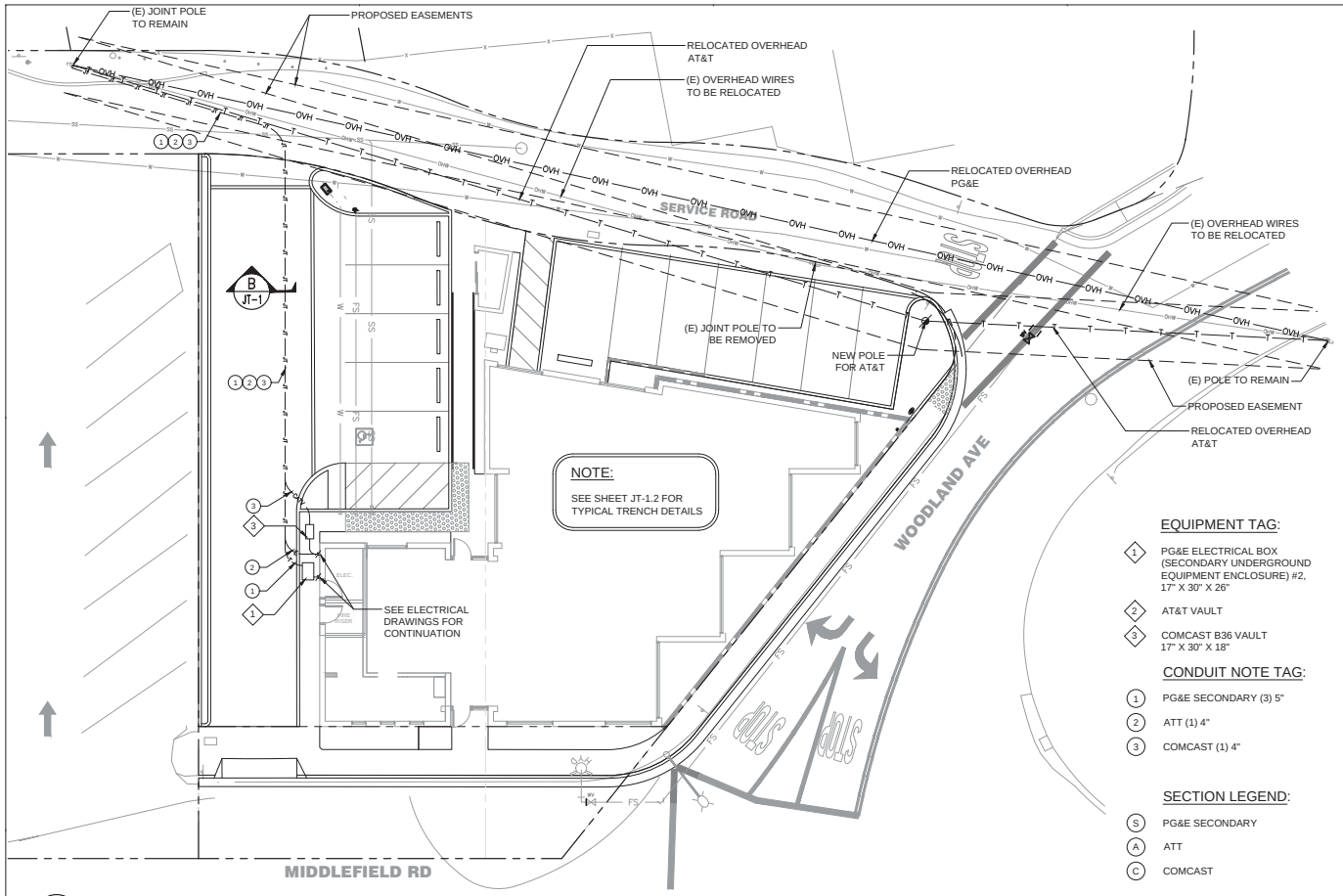
40 MIDDLEFIELD ROAD
MENLO PARK, CALIFORNIA

Date 10/12/17
Scale 1"=10'
Drawn JH
Job 426-00

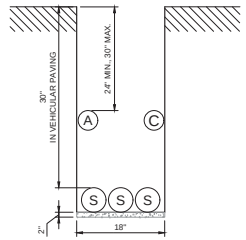
Sheet C5.1

of 8 Sheets

C21



A JT-1 DRY UTILITY INTENT
SCALE: 1" = 10'



B JT-1 TRENCH SECTION VIEW
SCALE: NTS

EQUIPMENT TAG:

1. PG&E ELECTRICAL BOX (SECONDARY UNDERGROUND EQUIPMENT ENCLOSURE) #2, 17" X 30" X 26"
2. AT&T VAULT
3. COMCAST B36 VAULT 17" X 30" X 18"

CONDUIT NOTE TAG:

1. PG&E SECONDARY (3) 5"
2. ATT (1) 4"
3. COMCAST (1) 4"

SECTION LEGEND:

- S PG&E SECONDARY
- A ATT
- C COMCAST

ONE CALL DIGALERT Dig Safely 811
KNOW WHAT'S BELOW CALL BEFORE YOU DIG!!

NOT FOR CONSTRUCTION

1"=10' 10' 0 10' 20'

GENERAL NOTES

1. THE LAYOUT OF JOINT TRENCH IS DIAGRAMMATIC. CONTRACTOR SHALL MAKE ALL NECESSARY FIELD CHANGES TO ACCOMMODATE WITH EXISTING FIELD CONDITION. PROVIDE ALL NECESSARY WORK FOR OFF-SETS, CHANGES OF DIRECTION AND ELEVATION TO AVOID CONFLICTS WITH EXISTING AND NEW FACILITIES AND WORK TO BE PROVIDED BY OTHER DIVISIONS.
2. PROVIDE ALL REQUIRED TRENCHING INCLUDING DEEPER TRENCHES TO ALLOW CONDUIT OFF-SETS, AND CHANGE OF ELEVATIONS, CONDUIT CROSSING, CONNECTIONS TO MANHOLES AND PULL BOXES FOR A COMPLETE INSTALLATION.
3. ALL CONNECTIONS TO MANHOLES AND PULL BOXES SHALL COMPLY WITH UTILITY COMPANIES REQUIREMENTS. COORDINATE ALL WORK WITH UTILITY COMPANIES.
4. UTILITY STANDARD PRACTICES FOR TRENCHING SHALL APPLY TO ALL TRENCHING, BACK FILLING AND INSTALLATION WORK.
5. THE CONTRACTOR IS RESPONSIBLE TO HAVE ALL INSTALLATIONS INSPECTED AND APPROVED BY THE RESPECTIVE UTILITY COMPANY, MUNICIPALITY, OR SOILS ENGINEER PRIOR TO ANY BACK FILLING. (48 HOURS MINIMUM NOTICE)
6. SHOULD A DISPUTE OR DISAGREEMENT OVER ANY INSTALLATION, DESIGN, PLAN, OR DRAWING OCCUR THE SPECIFICATIONS AND REQUIREMENTS OF THE INDIVIDUAL UTILITY COMPANY AND THEIR INSPECTOR SHALL TAKE PRECEDENCE.
7. CONTRACTOR SHALL COORDINATE WITH UTILITY COMPANIES. LACK OF TIMELINESS ON THE PART OF ANY UTILITY COMPANY SHALL NOT BE THE BASIS FOR ANY REQUEST FOR ADDITIONAL COMPENSATION.
8. THE DRAWINGS AND SPECIFICATIONS SHALL BE CONSIDERED TO BE COMPLEMENTARY TO ONE ANOTHER. ANYTHING MENTIONED IN THE SPECIFICATIONS AND NOT SHOWN ON THE DRAWINGS, OR SHOWN ON THE DRAWINGS AND NOT MENTIONED IN THE SPECIFICATIONS SHALL BE CONSIDERED OF LIKE EFFECT AS IF APPEARING IN BOTH. CONTACT THE OWNER PRIOR TO START OF WORK IF A DISCREPANCY IS FOUND.
9. CONSULT PARTICIPATING UTILITIES, SOILS ENGINEER, AND THE CITY OF REDWOOD CITY FOR APPROVED BACK FILL MATERIAL. COMPACTION TO MEET LOCAL AGENCIES REQUIREMENTS.
10. CONTRACTOR SHALL COMPLY WITH ALL LAWS, ORDINANCES AND REGULATIONS. CONTRACTOR SHALL BE FAMILIAR WITH O.S.H.A. INDUSTRIAL ORDERS AND SHALL CONDUCT HIS WORK ACCORDINGLY. WHEN WORKING ENERGIZED EQUIPMENT, THE UTILITY OWNER SHALL BE NOTIFIED TO SUPPLY THE APPROPRIATE MANPOWER AND SAFETY PRECAUTIONS AS NEEDED THE CONTRACTOR IS RESPONSIBLE FOR THE SAFETY AND TRAFFIC CONTROL MEASURES.
11. THE CONTRACTOR SHALL MAINTAIN POINTS OF ACCESS THAT ARE AGREEABLE TO ADJACENT LAND USERS AND TENANTS AT ALL TIMES.
12. CONTRACT DOCUMENTS ASSUMES NO RESPONSIBILITY FOR THE PROJECT CONDITIONS. THE CONTRACTOR SHALL BE RESPONSIBLE TO REVIEW THE PROJECT AND SITE PRIOR TO SUBMITTING HIS BID.
13. THE CONTRACTOR IS RESPONSIBLE FOR COORDINATION OF CONSTRUCTION WITH THE RESPECTIVE UTILITY AGENCIES, ALLOWING 48 HOURS PRIOR TO THE NEED FOR INSTALLATION.
14. ALL LENGTHS SHOWN ON THESE PLANS ARE ESTIMATES. FINAL QUANTITIES SHALL BE BASED ON WHAT WILL BE NEEDED TO COMPLETE THIS PROJECT. DUE TO CHANGES, ADDITIONS, DELETIONS OR OMISSIONS FINAL QUANTITIES MAY VARY.
15. THE CONTRACTOR IS RESPONSIBLE TO PROTECT IN PLACE ALL EXISTING FACILITIES. EXCAVATION MAY BE REQUIRED OVER, UNDER OR ADJACENT TO EXISTING UNDERGROUND UTILITIES. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING, EXPOSING AND PROTECTING ALL EXISTING FACILITIES.
16. THE CONTRACTOR SHALL PROVIDE AS-BUILT DRAWINGS AFTER INSTALLATION.
17. ALL CONDUIT ENTRANCE TO MANHOLE, PULL BOX, & VAULTS SHALL BE WATER PROOFED. ALL INSTALLATION SHALL CONFORM TO REQUIREMENTS OF UTILITY COMPANIES AND COMMUNICATION SERVICE PROVIDER.
18. IN THE STREET, ALL CONDUITS SHALL BE INSTALLED WITH MINIMUM OF 36" COVERAGE. EXCEPTIONS SHALL BE APPROVED BY THE CITY AND UTILITY COMPANY AUTHORIZED AGENTS. PROVIDE 4" THICK RED DYE CONCRETE CAP ABOVE CONDUITS WHICH DO NOT HAVE 36" COVERAGE.
19. THE CONTRACTOR, PRIOR TO BIDDING, SHALL VISIT THE JOB SITE TO BE FAMILIARIZED WITH THE EXISTING UTILITIES INSTALLATIONS, CONDITIONS, AND SYSTEMS RELATED TO THE SCOPE OF WORK.
20. THE CONTRACTOR SHALL FURNISH ALL LABOR, MATERIALS, FEES AND EQUIPMENT SPECIFIED, INDICATED OR IMPLIED IN THESE DOCUMENTS TO ACCOMPLISH THE CONSTRUCTION IN A PROFESSIONAL, WORKMANLIKE MANNER. ANY DISCREPANCIES BETWEEN THE CONSTRUCTION TASKS INDICATED AND LOCAL CODES AND/OR ORDINANCES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE GENERAL CONTRACTOR FOR RESOLUTION BEFORE PRECEDING WITH THE WORK AT ISSUE.
21. THE CONTRACTOR SHALL REVIEW AND COORDINATE WITH OTHER DISCIPLINES DRAWINGS RELATED TO THE PROJECT FOR OTHER WORK TO BE PROVIDED.
22. ANY WORK INSTALLED INCORRECTLY, OR BEFORE APPROVAL HAS BEEN OFFICIALLY GRANTED FOR THOSE ITEMS AT ISSUE, SHALL BE CORRECTED BY THE CONTRACTOR AT NO CHARGE TO CLIENT.
23. ALL MATERIALS AND EQUIPMENT FURNISHED BY THE CONTRACTOR SHALL BE NEW AND COMPLETELY SERVICEABLE UNLESS OTHERWISE SPECIFIED.
24. CONTRACTOR SHALL BE COMPLETELY FAMILIAR WITH EXISTING CONDITIONS BEFORE STARTING NEW WORK. VERIFY FINAL PLACEMENT AND CONNECTION REQUIREMENTS PRIOR TO ROUGHING-IN EQUIPMENT.
25. FINAL ACCEPTANCE OF WORK IN PLACE SHALL BE SUBJECT TO APPROVAL BY OWNER'S REPRESENTATIVE AND ENGINEER. INSTALLATION APPROVAL SHALL BE BASED ON APPROVED SUBMITTAL. SHOP DRAWINGS AND LOCAL INSPECTION.
26. ALL JOINT TRENCH CONDUIT SHALL COMPLY WITH PG&E GREEN BOOK, CURRENT EDITION.
27. CONTRACTOR SHALL INSTALL 3/4 " x 10' GROUND RODS IN ALL PRIMARY SUBSURFACE ENCLOSURES AND 5/8" x 10' GROUND RODS IN ALL SECONDARY SUBSURFACE ENCLOSURES. THE RESISTANCE AT THE GROUND ROD SHALL MEET ARTICLE 250.56 NEC.
28. ALL CONDUIT SYSTEMS SHALL BE PROVEN BY USING MANDRELS.
29. ALL CONDUITS SHALL ENTER AND LEAVE ON THE SIDES OF THE PRIMARY ENCLOSURES.
30. PRIMARY AND SECONDARY CONCRETE ENCLOSURES SHOULD NOT BE INSTALLED IN ANY DRIVEWAY AREAS.
31. WEDGE REDUCERS ARE REQUIRED IF THE CONDUIT KNOCKOUTS ARE 6" AND THE CONDUITS ARE 4".
32. ALL WORK INCLUDING SIDEWALK AND PAVEMENT CUTTING AND REMOVAL, LAGGING, EXCAVATION, BACKFILL, AND SIDEWALK AND PAVEMENT RESTORATION SHALL BE DONE BY A LICENSED PAVING CONTRACTOR AND IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY OF REDWOOD CITY.
33. CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICES ALERT (U.S.A.) AT 1-800-227-2600 AT LEAST 48 HOURS PRIOR TO ANY EXCAVATION. CONTACTING U.S.A. DOES NOT RELIEVE THE CONTRACTOR FROM HIS RESPONSIBILITY TO DETERMINE LOCATION AND DEPTH OF BURIED UTILITIES.

HAYES GROUP ARCHITECTS

HAYES GROUP ARCHITECTS, INC.
2657 SPRING STREET
REDWOOD CITY, CA 94063
P: 650.365.0600
F: 650.365.0670
www.thehayesgroup.com

PROJECT DESCRIPTION:
40 MIDDLEFIELD ROAD

40 MIDDLEFIELD ROAD
MENLO PARK, CA 94025

DESCRIPTION
- PLANNING SUBMITTAL 10.16.17

SHEET REVISIONS
1. PLANNING RESPONSE 12.08.17

URBANDESIGN CONSULTING ENGINEERS
350 Townsend Street, Suite 409
San Francisco, California 94107
415 658 5850 tel . 888 8349532 fax
www.UrbanDesignCE.com

DRAWING CONTENT
DRY UTILITY INTENT

STAMP
REGISTERED PROFESSIONAL ENGINEER JASON J. LING C60493 EXP. 6/30/18 CIVIL STATE OF CALIFORNIA

JOB NUMBER: 1708.00
SCALE: AS SHOWN
DRAWN BY: NL

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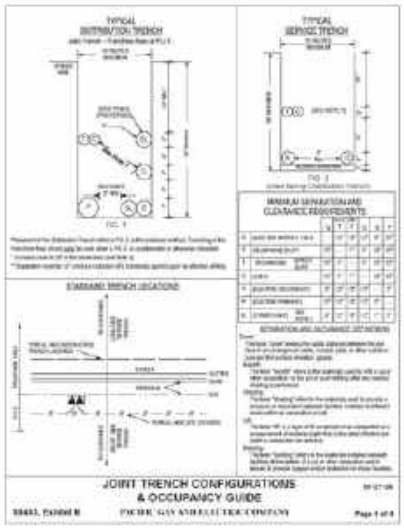
DRAWING NUMBER
JT-1


TYPICAL DISTRIBUTION TRENCH

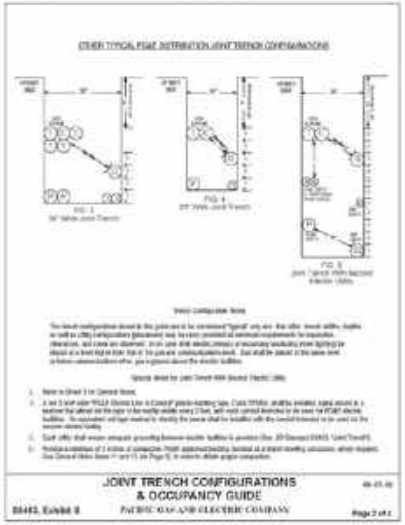
TYPICAL SERVICE TRENCH

MINIMUM SEPARATION AND CLEARANCE REQUIREMENTS

STANDARD TRENCH LOCATIONS

JOINT TRENCH CONFIGURATIONS & OCCUPANCY GUIDE

S8453, Exhibit B — PACIFIC GAS AND ELECTRIC COMPANY — Page 1 of 4


OTHER TYPICAL PG&E DISTRIBUTION JOINT TRENCH CONFIGURATIONS

JOINT TRENCH CONFIGURATIONS & OCCUPANCY GUIDE

S8453, Exhibit B — PACIFIC GAS AND ELECTRIC COMPANY — Page 2 of 4

General Notes

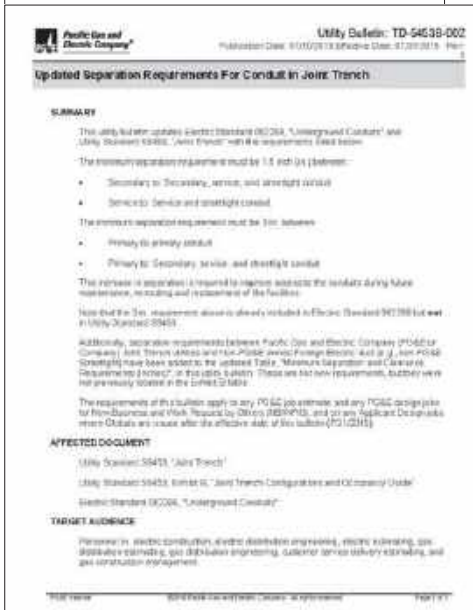
JOINT TRENCH CONFIGURATIONS & OCCUPANCY GUIDE

S8453, Exhibit B — PACIFIC GAS AND ELECTRIC COMPANY — Page 3 of 4

General Notes, continued

JOINT TRENCH CONFIGURATIONS & OCCUPANCY GUIDE

S8453, Exhibit B — PACIFIC GAS AND ELECTRIC COMPANY — Page 4 of 4


Utility Bulletin: TD-5453B-002

Updated Separation Requirements For Conduit in Joint Trench

SUMMARY

AFFECTED DOCUMENT

TARGET AUDIENCE

Utility Bulletin: TD-5453B-002

Updated Separation Requirements For Conduit in Joint Trench

WHAT YOU NEED TO KNOW

MINIMUM SEPARATION AND CLEARANCE REQUIREMENTS

MINIMUM SEPARATION AND CLEARANCE REQUIREMENTS (inches)

Utility Bulletin: TD-5453B-002

Updated Separation Requirements For Conduit in Joint Trench

DOCUMENT APPROVER

DOCUMENT CONTACT

INCLUSION PLAN

A JT-2 TYPICAL TRENCH DETAILS
SCALE: AS SHOWN

HAYES GROUP ARCHITECTS

HAYES GROUP ARCHITECTS, INC.
2657 SPRING STREET
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www.thehayesgroup.com

PROJECT DESCRIPTION:

40 MIDDLEFIELD ROAD

40 MIDDLEFIELD ROAD
MENLO PARK, CA 94025

DESCRIPTION

- PLANNING SUBMITTAL 10.16.17

SHEET REVISIONS

1 PLANNING RESPONSE 12.08.17

URBANDESIGN CONSULTING ENGINEERS
350 Townsend Street, Suite 409
San Francisco, California 94107
415 658 5850 tel . 888 8349532 fax
www.UrbanDesignCE.com

DRAWING CONTENT

DRY
UTILITY
INTENT

STAMP

REGISTERED PROFESSIONAL ENGINEER
JASON J. LING
C60493
EXP. 6/30/18
CIVIL
STATE OF CALIFORNIA

JOB NUMBER:
1708.00

SCALE:
NONE

DRAWN BY:
NL

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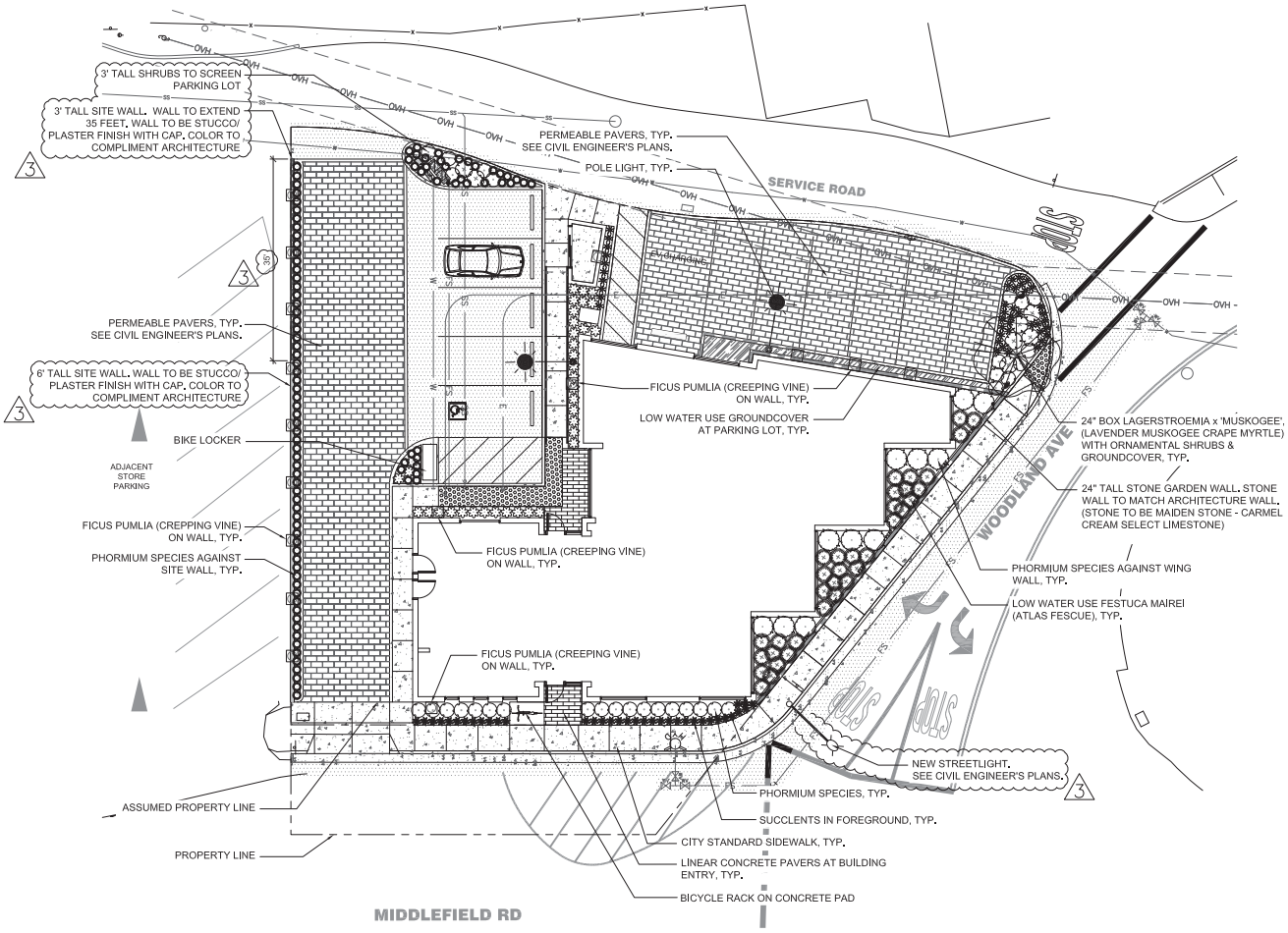
DRAWING NUMBER

JT-2



PLANTING AND WATER USE DESIGN INTENT STATEMENT

The planting design utilizes drought tolerant & low water use plant materials. Shade tolerant plants will be utilized on the North facing sides of the project. The plants will be selected utilizing the State of California's Model Water Efficient Landscape Ordinance plant list and ET Calc water management computer software.

A minimum 3 inch layer of mulch shall be applied on all exposed soil surfaces, with the exception of turf.

WATER USE DESIGN INTENT STATEMENT

The irrigation system will be a fully automatic, low gallon use drip system. This system will be designed to connect to the city's recycled water supply, when available, and will provide head to head coverage and minimum overspray. The low, medium and high water use hydrozones will be on separate valve circuits. All new trees will have separate drip or bubbler circuits. The remote control valves will have integral pressure regulators to prevent fluctuations and ensure constant application rates to minimize over or under watering. The electronic irrigation controller will be weather based and make automatic adjustments based on current climate along with multiple programs and application cycles/start times. A rain switch will be installed to prevent irrigation during rainy periods. A flow sensor and master valve will be connected to the controller to allow automatic shut off of any valve circuit or main line in the event of a pipe brake to prevent water waste.

"I have complied with the criteria of the Water Conservation in Landscape Ordinance and have applied them for the efficient use of water in the Landscape and Irrigation Design Plan."

0 5 10 20 30

VAN DORN ABED
LANDSCAPE ARCHITECTS, INC.
81 14TH ST., SAN FRANCISCO, CA
ZIP 94103 PH (415) 864-1921 FAX(415) 864-4796

HAYES GROUP
40 MIDDLEFIELD ROAD
MENLO PARK, CALIFORNIA

CONCEPTUAL LANDSCAPE PLAN

SCALE: 1" = 10'-0" 05/01/18

REVISIONS:				REVISIONS:			
NO.	DESCRIPTION	BY:	DATE	NO.	DESCRIPTION	BY:	DATE
1	PLANNING RESPONSE	HN	12/08/17				
2	PLANNING RESPONSE	HN	03/19/18				
3	PLANNING RESPONSE	HN	05/01/18				

L1.0

LINEAR CONCRETE PAVERS

SITE WALL

BICYCLE RACK

POLE LIGHT

VAN DORN ABED
LANDSCAPE ARCHITECTS, INC.
81 14TH ST., SAN FRANCISCO, CA
ZIP 94103 PH (415) 864-1921 FAX(415) 864-4796

HAYES GROUP
40 MIDDLEFIELD ROAD
MENLO PARK, CALIFORNIA

CONCEPTUAL SITE IMAGERY
SCALE: NTS 05/01/18

REVISIONS:				REVISIONS:			
NO.	DESCRIPTION	BY:	DATE	NO.	DESCRIPTION	BY:	DATE
1	PLANNING RESPONSE	HN	12/08/17				
2	PLANNING RESPONSE	HN	03/12/18				
3	PLANNING RESPONSE	HN	05/01/18				

L2.0

PLANT LIST

TREES

BOTANICAL NAME	COMMON NAME	CONT
LAGERSTROEMIA x 'MUSKOGEE	LAVENDER CRAPE MYRTLE	24"BOX

SHRUBS, GROUNDCOVER, & VINES

BOTANICAL NAME	COMMON NAME	SIZE
AGAVE 'BLUE GLOW'	BLUE GLOW AGAVE	5 GAL
COPROSMA KIRKII `VARIEGATA`	CREEPING MIRROR PLANT	5 GAL
ECHEVERIA ELEGANS	MEXICAN SNOWBALL	5 GAL
FESTUCA MAIREI	ATLAS FESCUE	5 GAL
FICUS PUMILA	CLIMBING FIG	15 GAL
LIRIOPE MUSCARI `SILVERY SUNPROOF`	SILVERY SUNPROOF BLUE LILYTURF	5 GAL
LOROPETALUM 'SHANG-WHITE'	EMERALD SNOW LOROPETALUM	5 GAL
NANDINA GULF STREAM	GULF STREAM HEAVENLY BAMBOO	5 GAL
PHORMIUM TENAX `GOLD SWORD'	NEW ZEALAND FLAX	5 GAL
PHORMIUM TENAX `TINY TIGER`	DWARF FLAX	1 GAL
SANTOLINA VIRENS	GREEN SANTOLINA	5 GAL
SEDUM ANGELINA	ANGELINA STONECAP	1 GAL

TREES

LAGERSTROEMIA x 'MUSKOGEE'

SHRUBS, GROUNDCOVER, & VINES

AGAVE 'BLUE GLOW'

COPROSMA KIRKII `VARIEGATA`

ECHEVERIA ELEGANS

FESTUCA MAIREI

FICUS PUMILA

LIRIOPE MUSCARI `SILVERY SUNPROOF`

LOROPETALUM 'SHANG-WHITE'

NANDINA GULF STREAM

PHORMIUM TENAX `GOLD SWORD'

PHORMIUM TENAX `TINY TIGER`

SANTOLINA VIRENS

SEDUM ANGELINA

VAN DORN ABED
LANDSCAPE ARCHITECTS, INC.
81 14TH ST., SAN FRANCISCO, CA
ZIP 94103 PH (415) 864-1921 FAX(415) 864-4796

HAYES GROUP
40 MIDDLEFIELD ROAD
MENLO PARK, CALIFORNIA

CONCEPTUAL PLANT PALETTE & IMAGERY

SCALE: NTS

05/01/18

REVISIONS:				REVISIONS:			
NO.	DESCRIPTION	BY:	DATE	NO.	DESCRIPTION	BY:	DATE
1	PLANNING RESPONSE	HN	12/08/17				
2	PLANNING RESPONSE	HN	03/19/18				
3	PLANNING RESPONSE	HN	05/01/18				

L3.0

NMSBPCSLDHB, a CA Ltd Partnership
P.O. Box 2460
Saratoga, California 95070

January 30, 2018

Menlo Park Planning Department

40 Middlefield Road has been a vacant, dirt lot for 20 years and was previously a gas station. The site has been clean since 2000 and is an ideal location for a high-quality building that will offer an office opportunity for Menlo Park's businesses.

We have worked closely with our architect, who has designed many buildings in Menlo Park. The building is modest in size but will be built with the highest quality materials. The single-story office building will be built with natural stone, wood and rustic metal to complement the heavily wooded area and the surrounding residential neighborhood.

The building represents only 3,584 SF of office floor area. After deducting the circulation, entry hall, amenity spaces, including a shower/locker area, bike storage and a generous break room kitchen, the building presents a tenant with roughly 2,500 SF of useable office space. A tenant of this size, has virtually no stand-alone office space available to them in Menlo Park, let alone with these quality materials and prominent location.

We designed this building for a tenant that will be low impact in terms of occupants and vehicle trips. They will have a few generously sized offices, conference rooms for mostly internal meetings, a reception area, a common staff area, and the amenities mentioned previously. Examples of companies we will be marketing the property to will include private family offices, venture capital and investment banking firms. These businesses rarely have visitors, have limited staff and enjoy onsite amenities. The parking demand will be limited to the parking that is provided on-site for this type of tenant. The parking requirement of one space / 300 SF is generous for this type of high-end user.

We truly want a project that the community is proud of and enhances the appeal of their neighborhood and the entrance to Menlo Park. To that end, we have had meetings with The Willows Market and the Applebee Preschool immediately adjacent to the site along with their neighbor who lives immediately behind the property. We have also sent e-mails to all of those that have sent feedback to the city and have offered to meet with anyone or speak on the phone with them, if they prefer.

The majority of the neighbor's concerns deal with the perceived lack of parking. Those concerns stem from miscommunication with our original project description that did not detail that this property is zoned C-4 which allows for cafés, restaurants, retail and office uses and the City's parking requirement is set to meet the demands of the most intensive of the allowable uses. The parking requirements for non-office uses are considerably

higher than that for an office use and the proposed development is actually parked similarly to other office buildings in the immediate neighborhood.

In addition, we have not maximized our allowable buildable area and the traffic impact of this building and intended use is less than any café, restaurant or retail use that could potentially go on this site.

Greg Leger
NMSBPCSLDHB
408 395-0101

HAYES GROUP ARCHITECTS

January 30, 2018

Tom Smith
Associate Planner
City of Menlo Park
Community Development Department, Planning Division
701 Laurel Street
Menlo Park, CA 94025

SUBJECT: DEVELOPMENT REVIEW PERMIT APPLICATION # PLN2017-00106
PARKING REDUCTION REQUEST

Dear Mr. Smith,

Pursuant to your request in your letter of November 14, 2017, Item #14, this letter shall serve as our request for a parking reduction in accordance with the provisions of Menlo Park's Zoning Ordinance Section 16.72.010, which allows for requests to reduce the amount of required parking for a particular use through an administrative permit. In considering such requests, the guidelines contained in this policy should be used.

In accordance with the ordinance, the following factors should be considered in approving a request to provide less parking than required by the zoning district:

- Primary use of the building;
- Unique physical features of the building;
- Estimates of number of employees and customers;
- Transportation demand management measures;
- Hours of operation;
- Shared parking arrangements;
- Availability of on-street parking;
- Surrounding land uses; and
- Proximity to residential neighborhoods.

The primary use of the proposed building is professional office. The building is small at 3,584 SF when compared to other office buildings in the neighborhood and the site has an odd geometry driving down the parking efficiency.

It is difficult to estimate the number of employees; however, based on the owner's letter, included with this response, and the intent to lease the building to a private equity, investment banking, or private family office, the demand on parking will not be high. By observation, many of the office buildings along Middlefield Road to the north and Willow Road to the west are leased to similar companies and the parking facilities are underutilized at a ratio of 1 space per 300 SF of building area. Office hours of operation are expected to be normal business hours of 8 AM to 6 PM Monday through Friday. This

HAYES GROUP ARCHITECTS

building also has an unusually high ratio of amenity space to useable space resulting in actual office area of roughly 2,500 SF, thereby reducing the number of automobile trips.

Selected TDM project measures were assessed using the City/County Association of Governments (C/CAG) peak-hour trip credit accounting criteria. TDM measures included long and short-term bicycle parking facilities, on-site showers, guaranteed ride home program, a commuter kiosk and participation with Commute.org's TMA-like programs. The C/CAG peak-hour trip credit accounting determined that project TDM measures will meet the mitigation requirements for all 11 peak-hour trips. This is a fairly robust TDM plan.

As stated above, the neighborhood consists of other office buildings but in addition there is a small grocery store next door as well as a single family residential neighborhood to the east. An alley separates the property from the residential neighborhood. No street parking is permitted in the alley or on Middlefield Road immediately in front of the building.

Based on the above analysis, we seek a reduction in the required parking from 6/1,000 SF or 22 spaces to 12 spaces or 3.35/1,000 SF which results in a ratio within your guidelines of 1 space/300 SF.

Please review the attached application and let me know if you need additional information of have any questions.

Sincerely,

Ken Hayes, AIA
President

ATTACHMENT F

TDM SPECIALISTS, INC.
A Transportation Demand Management Company

40 MIDDLEFIELD LLC

40 MIDDLEFIELD ROAD, MENLO PARK

Transportation Demand Management Summary

January 2, 2018

Updated: April 30, 2018

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M2-Belle Haven Midday Shuttle

TDM SPECIALISTS QUALIFICATIONS

EXECUTIVE SUMMARY

The proposed project known as 40 Middlefield LLC has prepared a Transportation Demand Management (TDM) for its proposed Menlo Park office development at 40 Middlefield Road. The design of the project meets commute-sustainable standards and justifies a parking reduction by incorporating select TDM elements. Project parking demand is anticipated to be reduced by 20 percent. Outcomes from these TDM actions and activities will eliminate potential spill over parking in the neighborhood.

This green development approach reduces parking demand, vehicle trips, air pollution and traffic congestion and contributes to successful carbon footprint and greenhouse gas reductions for long-term operations.

This TDM Plan addresses alternatives to on-site parking needs as well as employee commuter activities that reduce non-drive-alone transportation. This document provides supporting justification for the reduced parking proposed for 40 Middlefield Road. In addition, this plan supports the alternative transportation mode-use goals that address both traffic and air quality concerns in the City of Menlo Park.

The measures and elements contained in this plan are consistent with other well-performing employee TDM plans and commute programs in Menlo Park.

Locational advantages make the 40 Middlefield Road project very well suited for office use. It has access to transit, bicycle, and pedestrian facilities.

1.0 INTRODUCTION AND PURPOSE

The comprehensive plan of commute options and on-site measures (identified in this report) are essential to realizing the trip reduction benefits of the project as required by potential Conditions of Approval for the Use Permit. These factors will provide the momentum to achieve desired trip reduction needs for this project.

The 40 Middlefield Road TDM Plan incorporates trip reduction strategies to meet the City's trip reduction goals and to reduce traffic impacts in the neighborhood and maximize mobility options for employees. The applicant has included transit, bicycle, pedestrian, and rideshare incentives to promote alternative transportation modes for project tenants.

2.0 TRANSPORTATION MANAGEMENT PLANNING DEFINITION

TDM is a combination of services, incentives, facilities, and actions that reduce single occupant vehicle (SOV) trips to help relieve traffic congestion, parking demand and air pollution problems. The following are basic goals that can be achieved through effective utilization of a trip reduction program with the use of TDM measures:

- *Reduce parking demand by converting SOV trips to an alternate mode of transportation (e.g., transit, carpool or vanpool, bicycling or walking).*
- *Shift travel to less congested facilities by providing traveler information systems that warn motorists about delays or alternative routes.*
- *Support other technological solutions (e.g., compressed natural gas, electric/hybrid vehicles or other zero emission vehicles).*
- *Eliminate or shift trips from peak periods (e.g., flexible schedules, compressed work weeks or telecommuting).*

Current economics and limited resources affect the ability to build and maintain more roads or parking structures. This reality necessitates better utilization of the existing transportation infrastructure (like adding a second shift at an existing manufacturing plant). To that end, TDM measures support the transition to a greater use of existing alternative transportation options.

Rideshare and TDM Program Benefits
Commuters can experience stress and frustration long before their workday officially begins. The transportation choices afforded by the project will improve the commuter experience, and local communities and business environments by decreasing both traffic congestion and greenhouse gas emissions.

3.0 PROJECT DESCRIPTION

The project at 40 Middlefield Road in Menlo Park is a small, infill office project. This single-story building is proposed to have 3,584 square feet. It is designed to reduce the need for parking by implementation of a robust transportation demand management (TDM) Plan. The following TDM Plan addresses alternatives to on-site parking needs and employee commuter activities intended to reduce the number of vehicle trips. TDM measures include infrastructure and incentive-based measures, which encourage all forms of alternative transportation mode-use, such as carpooling, mass transit, bicycling, walking, and telecommuting.

The measures and elements contained in this plan are consistent with other well-performing employee TDM plans and commute programs in the Greater San Francisco Bay Area and are estimated to reduce peak-hour vehicle trips by 20 percent.

SECTION I – EXISTING CONDITIONS

4.0 COMMUNITY CONNECTIVITY

The project will be a pedestrian and bicycle-friendly site that embraces Menlo Park's transportation goals and policies. Some of the pedestrian and transit-oriented design features include orienting the building toward transit stops and tying into adjacent bicycle and pedestrian circulation facilities. According to WalkScore.com, this project location scores a 63 out of 100 for walkability. This type of connectivity also for "some errands to be accomplished on foot."

5.0 TRANSIT PROXIMITY

The 40 Middlefield Road project will be located within walking distance (measured from the main building entrance) of ten transit routes. Service routes include an East Bay AC Transit Dumbarton Express bus, seven SamTrans buses, and two local city shuttles. The Dumbarton Express bus offers connectivity from the Union City BARt Station. The SamTrans buses offer connectivity from Caltrain stations in Redwood City, Palo Alto, Millbrae and Menlo Park.

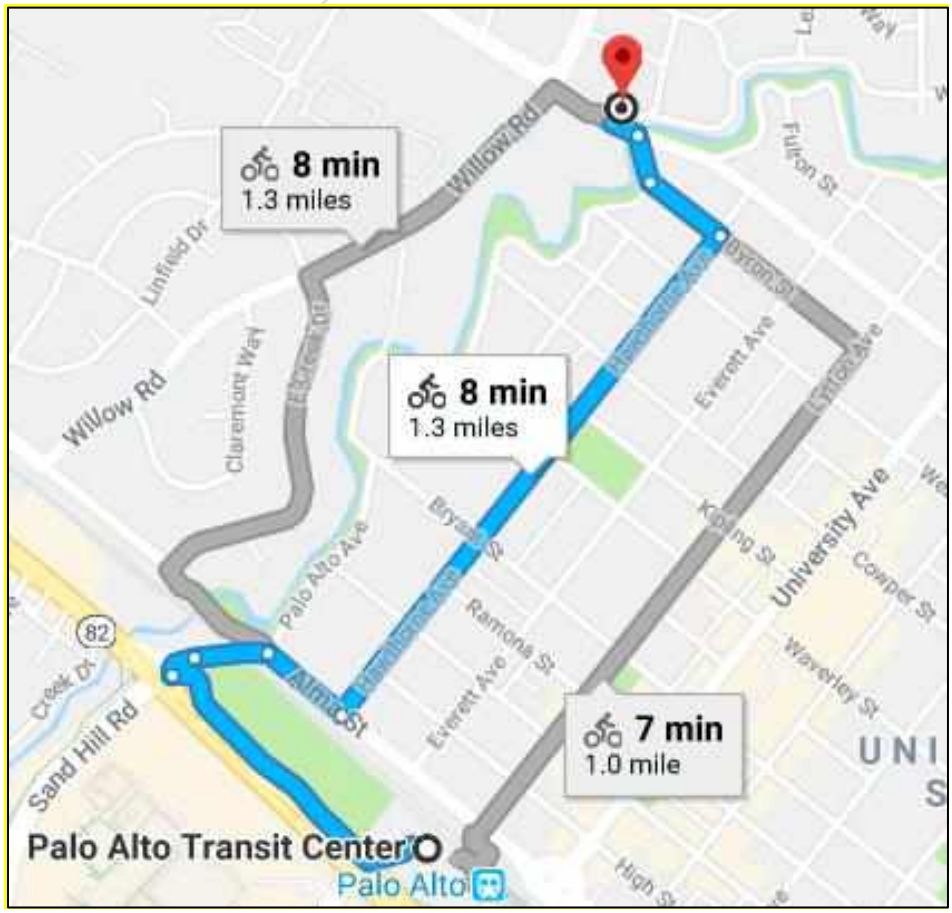
A map showing the walking routes to various transit resources is provided on page 4. Access to and from transit and the project site is estimated at one to four minutes walking travel time. The bicycle route map from the Palo Alto Transit Center is also shown on page 4 and identifies the distance to be one mile with a bicycle travel time of seven minutes. Transit travel is approximately 12 minutes.

An advantage of this project is it's very proximity at the Palo Alto and Menlo Park Caltrain Stations and local SamTrans bus transit services. Also, the two free local shuttles located within an easy walking distance from the site include the Willow Road Shuttle and M2 Belle Haven mid-day Shuttle. Maps of these transit resources are provided as an attachment.

Transit services total more than 192 trips per day, providing good transit connectivity for future employees at the site. A transit access table, shown on page 5, identifies the number of transit trips provided near the project. A surrounding area transit map is shown on page 6.

Walking Route Map to Transit

Bicycle Route Map to Transit

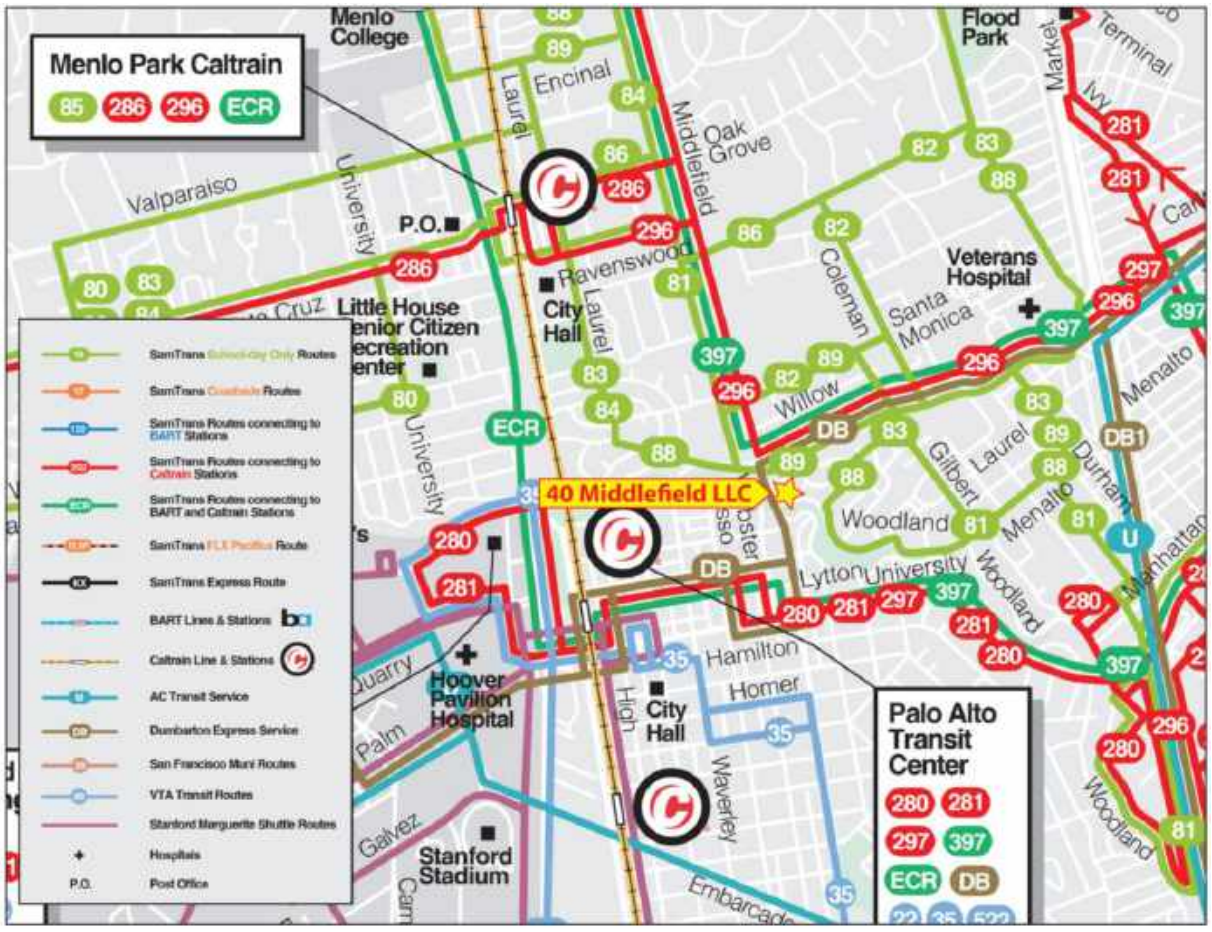


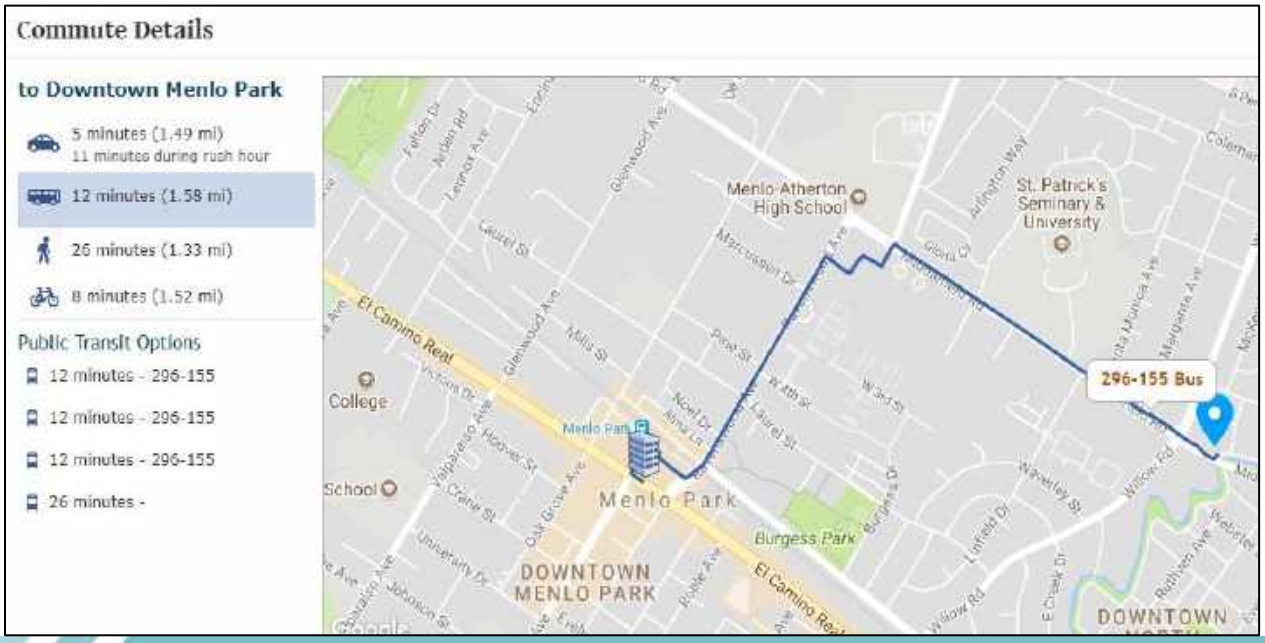
40 Middlefield Road Transit Resources

Route #	Span of Service	Trips per Weekday	Communities Served
DB AC Transit	5 Days/Week 6:33 am - 8:19 pm	23	Stanford Oval, Palo Alto Caltrain, **Willow Rd. & Middlefield Rd.**, Ardenwood Park & Ride, and Union City BART
82 Samtrans	5 Days/Week 2:56 pm & 3:28 pm *School-day Only*	3	Bay/Harmon, Coleman/Menlo Oaks, Santa Monica/San Andreas, **Middlefield/Santa Margarita**, Merrill/Santa Cruz, Laurel/Glenwood, and Hillview School
83 Samtrans	5 Days/Week 7:48 am - 3:44 pm *School-day Only*	6	Bay/Ringwood, Durham/Laurel, Marmona/Robin, **Willow/Blackburn**, Merrill/Santa Cruz, Laurel/Glenwood, and Hillview School
84 Samtrans	5 Days/Week 2:57 pm & 3:41 pm *School-day Only*	3	Encinal/Middlefield, Middlefield/Lane, **Middlefield/Santa Margarita**, Merrill/Santa Cruz, Laurel/Glenwood, and Hillview School
88 Samtrans	5 Days/Week 7:45 am - 3:25 pm *School-day Only*	3	Bay/Harmon, Durham/Laurel, Marmona/Robin, **Willow/Blackburn**, Laurel/Sherwood, and Encinal School
296 Samtrans	7 Days/Week 5:28 am - 10:35 pm	120	Bayshore/Donohoe, Bay/University, Newbridge/Saratoga, **Middlefield/Santa Margarita**, Middlefield/Ringwood, Merrill/Santa Cruz, Middlefield/5th, and Redwood City Transit Center
297 Samtrans	7 Days/Week 3:58 am - 11:52 pm	8	Palo Alto Transit Center, Bay/University, **Middlefield/Santa Margarita**, Middlefield/5th, and Redwood City Transit Center
397 Samtrans	7 Days/Week 6:23 am - 6:06 pm	7	Palo Alto Transit Center, Bay/University, **Middlefield/Santa Margarita**, Middlefield/5th, Redwood City Transit Center, El Camino/Hillsdale, El Camino/Burlingame, Millbrae Transit Center, SF Airport Courtyard A, Airport/Baden, Bayshore/Old County, 11th/Market, Mission/1st, and Folsom/Beale
Willow Road Shuttle	5 Days/Week 7:05 am - 6:05 pm	7	Menlo Park Caltrain, Linfield/Waverley, Linfield/Middlefield, **Blackburn Ave**, Chester St (VA Medical Center), O'Brien/Willow, 1200 O'Brien (JobTrain), 1505 O'Brien, Adams Court, Hamilton Court, and 1340 Willow Rd
M2-Belle Haven Midday Shuttle	5 Days/Week 6:51 am - 3:59 pm	12	Menlo Park Senior Center, Belle Haven Library, Willow & Coleman, **Blackburn Ave**, Middlefield & Ringwood, Menlo Park Library, Crane Place, Menlo Park Caltrain, Safeway, Little House, Partridge/Kennedy, Middlefield & Ravenswood, and Willow & Chester
Total Transit Trips/Weekday		**192**	

All buses and trains are lift equipped for handicapped, elderly, or those in need.

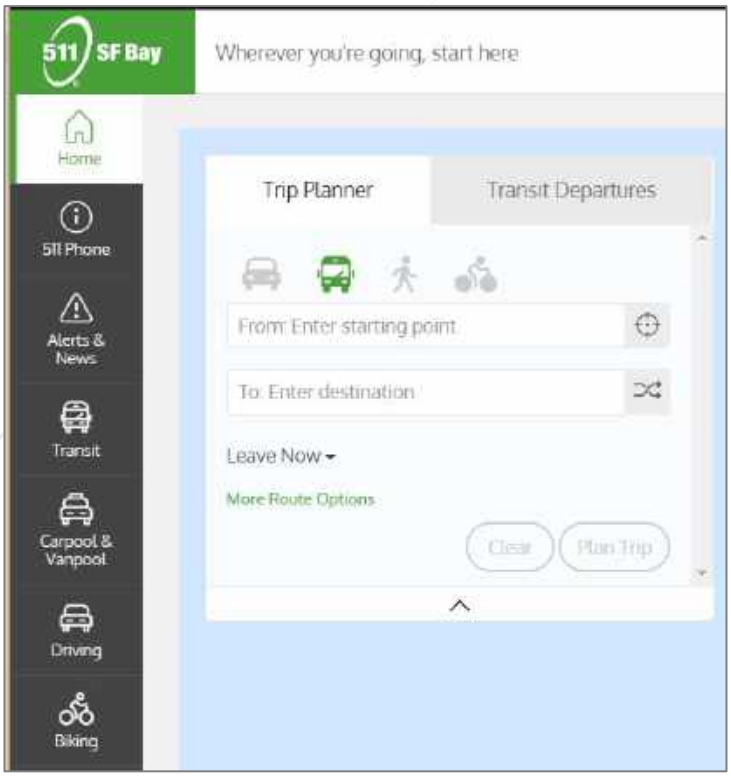
Surrounding Area Transit Map





6.0 TRANSIT TRIP PLANNING RESOURCES

Online transit trip planning services are a useful tool for planning public transit trips. Regionally, 511.org services the greater San Francisco Bay Area. 511.org is a useful tool for planning public transit trips. It can build an itinerary that suits the need of the transit user.



The itinerary identifies the fastest commute with the least amount of transfers or the cheapest fares. The 511 trip planner, by default, will generate the fastest itinerary between the origin and destination. This free service can be found online at http://511.org/.

Other Transit Resources include online applications and mobile device applications.

Dadnab Dadnab.com enables commuters to plan transit trips in the Bay Area using text messaging from a mobile phone by converting information from the 511 transit Trip planner to a text message. By sending a text message with origin, destination and optional arrival or departure time, Dadnab's reply will tell commuters what buses or trains to take at which locations and times.

Google has also collaborated with select regional transit agencies to provide a public transit planner for riders of VTA, SamTrans, AC Transit and BART. This free service can be found online at www.google.com/transit.

Commute.org also offers a "Try Transit" incentive program.[1] All employees who live or work in San Mateo County, or commute through San Mateo County, are could be eligible for free tickets to try BART, SamTrans, or Caltrain. This try transit offer is a per person, one-time only incentive. An image of the try transit incentive application is shown on page 8.

[1] http://www.commute.org/get-rewarded/free-transit-tickets

Commute.org

Plan a trip | Get Rewarded | Shuttles | Resources

Get rewarded

"Try Transit" Program

Interested in trying transit?

If you live or work in San Mateo County, or if your commute takes you through San Mateo County, you could be eligible for free tickets to try BART, SamTrans, Caltrain, or San Francisco Bay Ferry. To qualify, you must be over 18 years old and cannot have participated in the Try Transit program in the past.

Simply complete the order form below and we'll send you free tickets from the transit agency of your choice (subject to availability and qualification):

▶ Free Transit Tickets Order Form

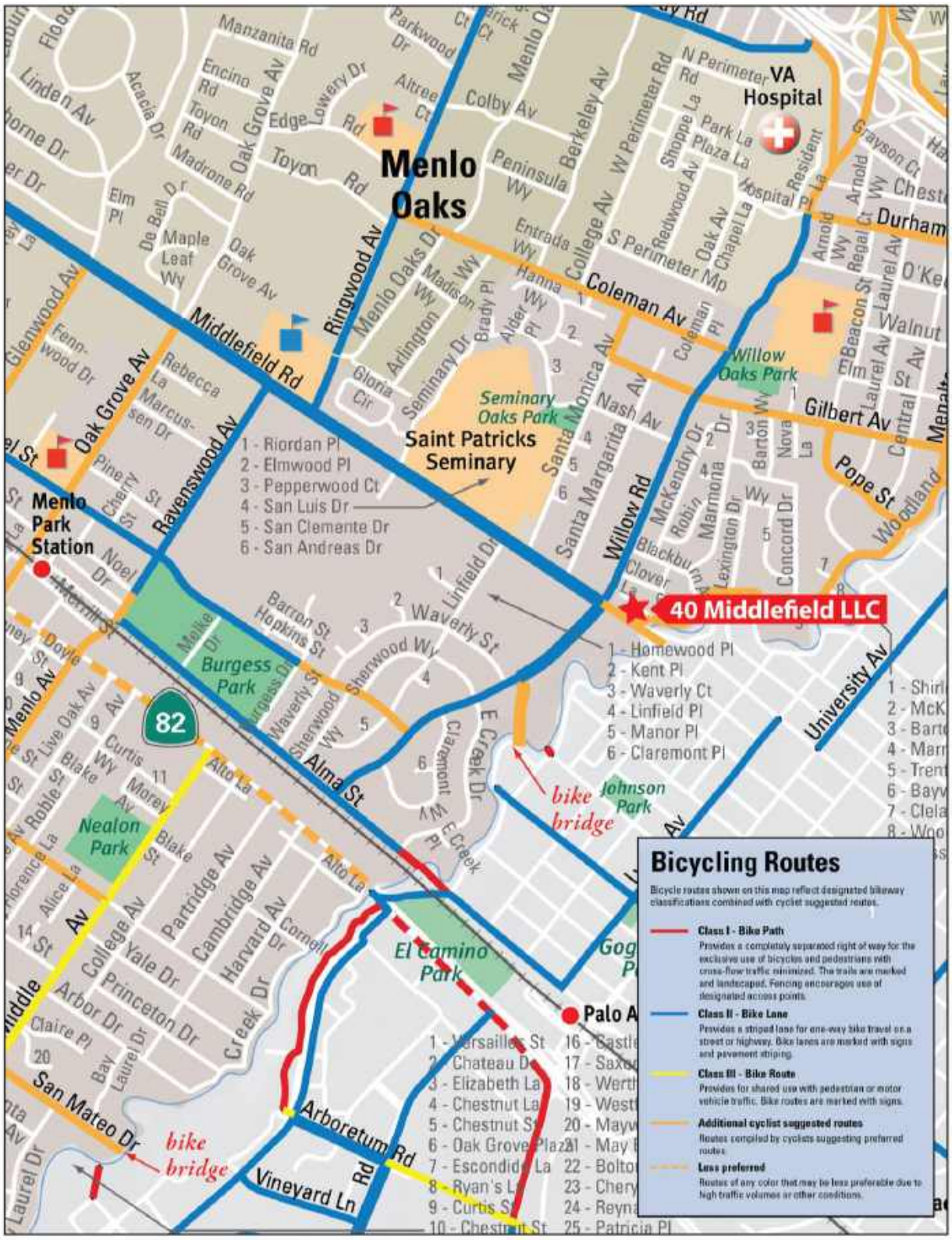
7.0 BICYCLE RESOURCES

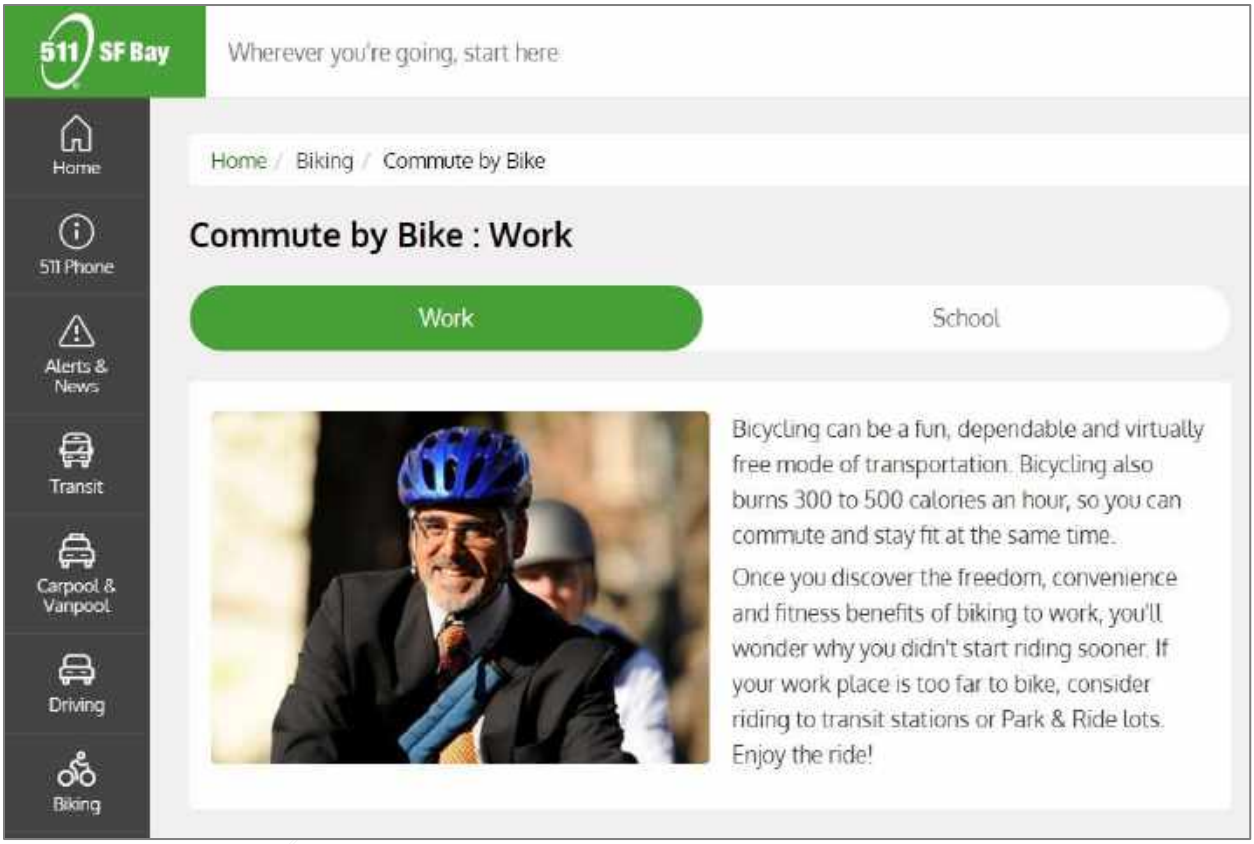
Bicycle commuters looking to commute by bike can view free resources available at http://511.org/biking/commute/work. The 511 system provides significant resources for bicycle commuters including:

- Free Bike Buddy matching
- Bicycle maps and trip planners
- Safe bicycle route mapping
- Location of lockers
- How to take your bike on public transit
- How to take your bike across Bay Area toll bridges
- How to ride safely in traffic
- Tips on commuting
- Tips for bike selection
- Links to bicycle organizations
- Bike to Work Day

Mid-Peninsula Bicyle Map

San Mateo County Bike Map



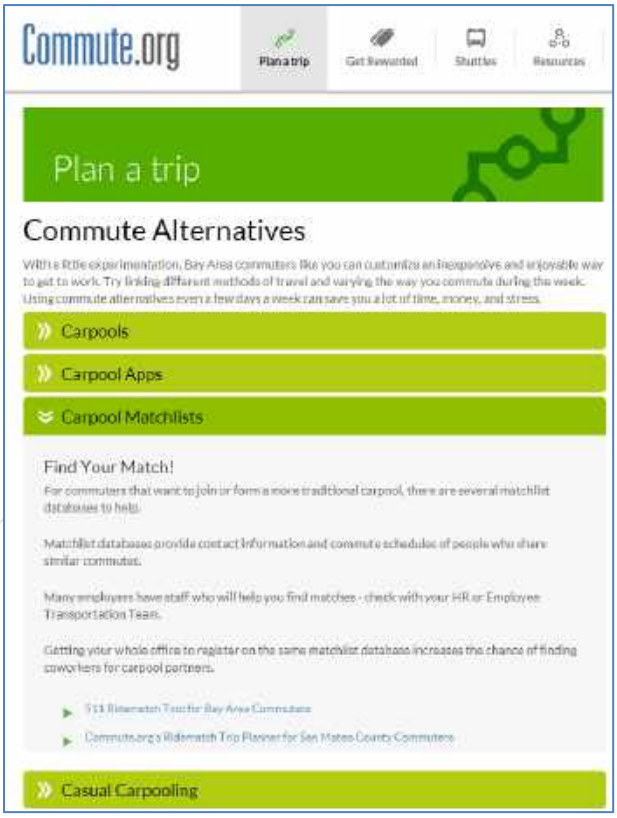


Commute.org offers employees a free bicycle safety workshop at the employer's site.

This presentation covers bicycle safety information, trip planning, and biking smart options.

Employers can request, from Commute.org, a free presentation at their convenience.

8.0 CARPOOL AND VANPOOL RESOURCES



Carpooling will be strongly encouraged at the project. The regional and local rideshare program provide individuals with a computerized list of other commuters near their employment and residential ZIP code, along with the closest cross street, phone number and hours commuters are available to commute to and from work.

The prospective carpooler will also be given a list of existing carpools and vanpools from their residential area that they may be able to join should vacancies exist. To the right is a sample screen shot of this online ride-matching resource.

Commute.org also offers a carpool incentive program.[2] Employees who form a new carpool with two or more people or add a new member to an existing carpool can each receive a $50 carpool incentive. An image of the carpool incentive application is shown on page 13.

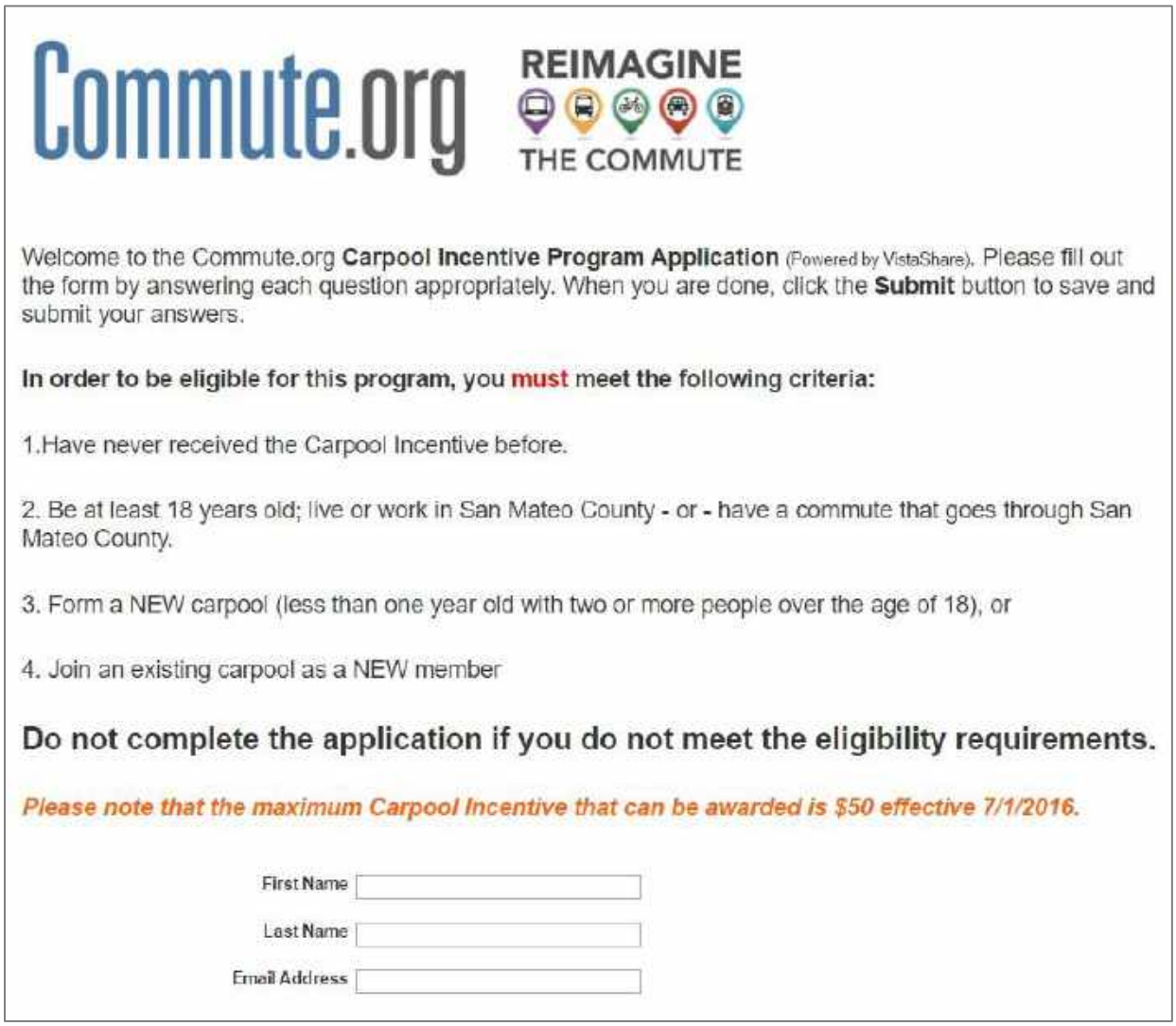
Carpool Advantages for Employers

- No cost program for employers
- Reduce traffic congestion
- Alleviate employee stress and expense
- Improve employee morale
- Use as a recruitment and retention tool

Carpool Advantages for Employees

- When at least two people carpool, they can each earn a $50 gift card for two months of carpooling
- Enjoy a travel companion to and from work
- Share commute costs with other passengers
- Utilize most HOV lanes with 2 or 3 passengers
- Take advantage of preferential parking at many employer sites
- Reduce commute time and stress

[2] http://www.commute.org/get-rewarded/apply-for-carpool-incentives



Commute.org REIMAGINE THE COMMUTE

Welcome to the Commute.org **Carpool Incentive Program Application** (Powered by VistaShare). Please fill out the form by answering each question appropriately. When you are done, click the **Submit** button to save and submit your answers.

In order to be eligible for this program, you must meet the following criteria:

1.Have never received the Carpool Incentive before.

2. Be at least 18 years old; live or work in San Mateo County - or - have a commute that goes through San Mateo County.

3. Form a NEW carpool (less than one year old with two or more people over the age of 18), or

4. Join an existing carpool as a NEW member

Do not complete the application if you do not meet the eligibility requirements.

Please note that the maximum Carpool Incentive that can be awarded is $50 effective 7/1/2016.

First Name

Last Name

Email Address

Carpool Incentives

Launched in August 2017, the San Mateo County Carpool program provides a promotional incentive for carpool riders and drivers when they match using the Scoop or Waze app. Commuters will be matched near their employment and residential ZIP code, along with the closest cross street, phone number and hours commuters are available to commute to and from work. Individuals are then able to select and contact others with whom they wish to commute. Matched carpoolers receive a $2 per trip incentive for both the driver and passenger. A flier of this new ridematching resource is provided below.

Carpool IN SAN MATEO COUNTY!

NEW CARPOOL DISCOUNT PROGRAM AVAILABLE FOR SAN MATEO COUNTY COMMUTERS

Carpool In San Mateo County! is available to residents or commuters who work in San Mateo County.

An Innovative C/CAG Pilot Program Carpool In San Mateo County! utilizes mobile carpooling apps to increase local carpool ridership during peak travel periods, therefore reducing single occupancy vehicles, traffic congestion, and greenhouse gas (GHG) emissions.

Benefits to Commuters It's fun and convenient. You can save time, save money, reduce stress, and meet new friends. It is also good for the environment.

Carpool With Your Co-Workers and Neighbors! The app automatically links drivers and riders to other users as close as possible to their origins and destinations. This includes door-to-door pickups and drop-offs.

How Does Carpool In San Mateo County! Work? Drivers and riders using Scoop will automatically receive the $2 incentive per person during commute periods (5:30 a.m. – 10:00 a.m. and 3:30 p.m. – 8:00 p.m.), with a maximum incentive of $4 per day.

How Do I Sign Up? The program is available now on the Scoop app downloadable from iTunes and Google Play. scoop

Safe and Flexible. Drivers using the Scoop app already have their motor vehicle histories checked. Use it once a week or every day at the times that works for you.

Need More Info? Please visit www.commute.org Commute.org

Receive $4 Incentive per Day By Carpooling!

Drivers and riders that use the incentive can get up to $4 per day. This includes a $2 incentive per person for each commute trip to and from the cities of San Mateo County. The discount will be applied to your account.

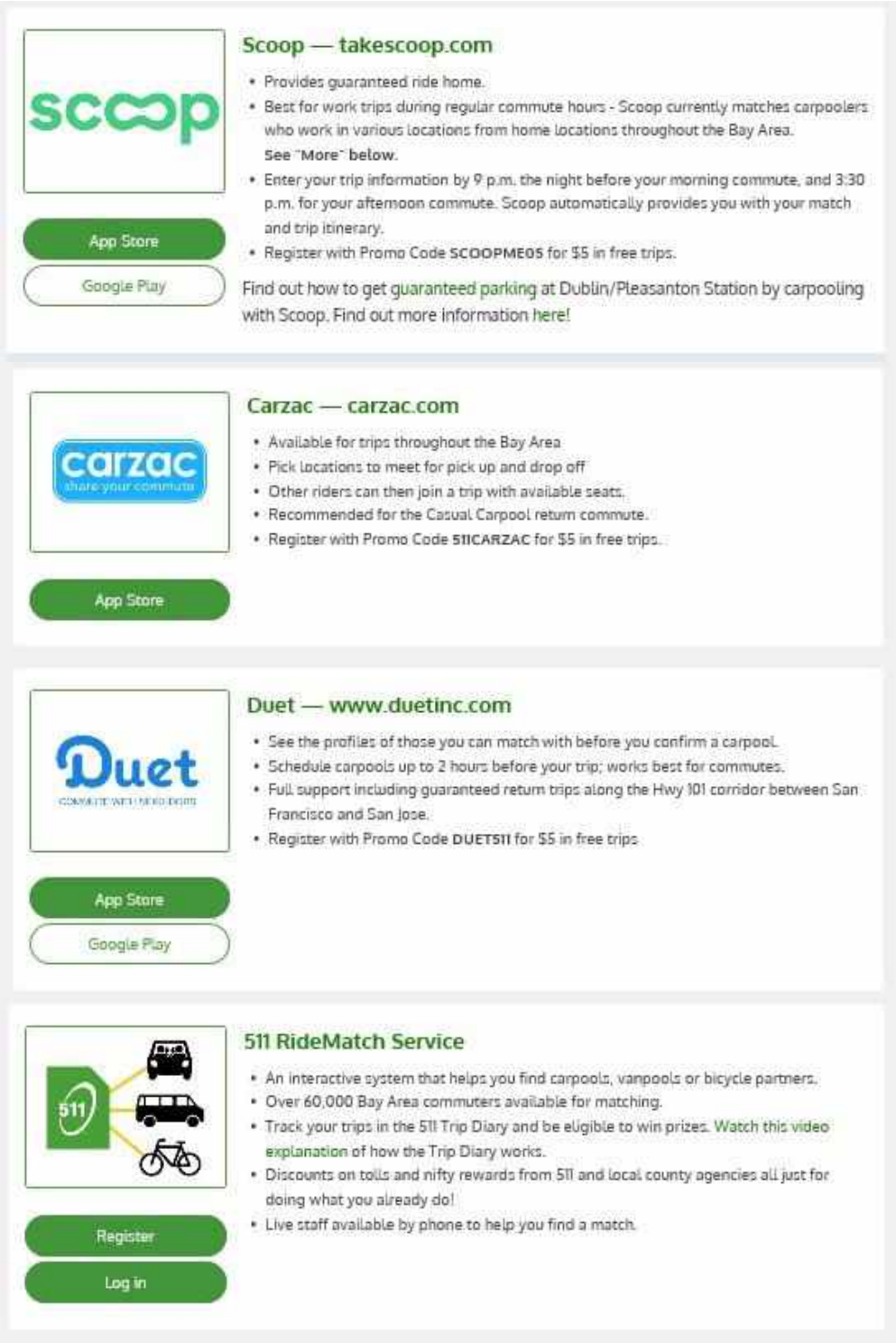
C/CAG
City/County Association of Governments of San Mateo County
www.ccag.ca.gov

Program funded by C/CAG local Congestion Relief Program Fund and BAAQMD San Mateo County Program Manager Fund.

August 2017_1

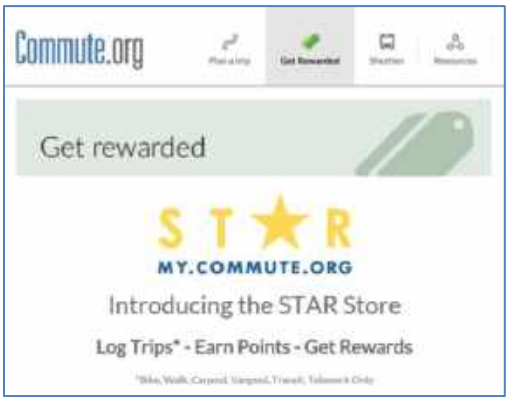
Other Ridematching Resources

511 is working with private ride-matching companies to provide commuters with alternative ridematching resources. A sample of ridematching apps include the following:



9.0 GUARANTEED EMERGENCY RIDE HOME PROGRAM

The new My.Commute.org STAR program offers the guaranteed ride home (GRH) program to all commuters who enroll in the program. The GRH program will provide commuters (who do not drive alone to work) with a reimbursement for an GRH trip up to $60 per ride (for a maximum of four rides per eligible commuter, per year). The GRH program is incorporated in the STAR Platform and requires users to be registered in advance to participate in the program. The new program was launched October 1, 2017.



GUARANTEED RIDE HOME COMMUTE.ORG

More details regarding the GRH program are provided as an attachment. These include GRH frequently asked questions, final program rules, and steps to be reimbursed.

WHO IS ELIGIBLE FOR A GRH REIMBURSEMENT?

- Must be 18 years or older
- Must work or go to a participating college in San Mateo County
- Used an alternative to driving alone to get to work or college on day GRH is needed
- Must have a STAR account and log trip to work or college on my.commute.org

WHAT TYPES OF EMERGENCIES ARE ELIGIBLE FOR A QUALIFIED GRH TRIP?

- Personal or family illness or emergency
- Home emergency
- Eldercare or daycare emergency
- Bicycle theft or breakdown
- Unforeseen change of work schedule
- Inclement weather (for walkers/bicyclists)
- Carpool partner emergency resulted in loss of ride home

WHAT TYPES OF TRIPS OR REASONS ARE NOT COVERED?

- Transit delays
- Natural disasters
- Personal errands or appointments
- Ride to work
- Using a ride-hailing app (e.g. Uber or Lyft) to work or college is not a qualifying alternative commute mode
- Carpool app provider cannot find a match to get the commuter home
- Non-emergency side trips
- Business related travel
- Transportation to a doctor or hospital resulting from an on-the-job injury (GRH cannot be used to replace an employer's legal responsibility under workers' compensation regulations.)

HOW WILL I GET HOME?

GRH program participants decide how to get home (e.g. taxi, ride-hailing app, transit, or combination).

HOW DO I REQUEST A REIMBURSEMENT?

STAR users can redeem a GRH reimbursement request via the incentives area in their STAR account. Participants must complete questionnaire provided in reimbursement request and provide GRH trip receipt(s) to receive reimbursement.

Reimbursement requests must be submitted within 30 days of GRH trip.

Visit Commute.org and click on the Guaranteed Ride Home button for program rules and limitations.

10.0 TRANSPORTATION MANAGEMENT ASSOCIATION

Transportation Management Associations (TMAs) are typically private; nonprofit organizations run by a voluntary Board of Directors and a small staff. They help businesses, developers, building owners, local government representatives, and others work together to collectively establish policies, programs, and services to address local transportation problems. The key to a successful TMA lies in the synergism of multiple groups banding together to address and accomplish more than any single employer, building operator, developer, or resident could do alone.

In the City Menlo Park, Commute.org (formerly the Peninsula Traffic Congestion Relief Alliance) operates as a TMA organization. Commute.org provides:

- Shuttle programs
- Carpool and vanpool matching
- Parking management programs
- Trial transit passes
- Emergency ride home programs
- Enhanced bicycle facilities
- Car and vanpool incentives
- Transit advocacy
- Information on local issues
- Teleworking
- Training
- Marketing programs
- Promotional assistance
- Newsletter

Participating in Commute.org is an asset for project employees. The neighboring residents may also participate in Commute.org programs and resources. Commute.org is a clearinghouse for information about alternative commute programs, incentives, and transportation projects affecting San Mateo County businesses.

Commute programs and benefits should be presented to the employees in a comprehensive and proactive manner along with other employee programs. Examples include employee orientation forums, lunch and learn presentations, employee newsletters, management bulletins, e-mails, and related activities.

In the event the City of Menlo Park establishes a TMA that specifically addresses commuter and transportation in the area, the project will become a member of the City's TMA.

Commute.org Employer Resources

Commute.org is available to help employers and property managers develop or enhance their commuter programs. The goal is to encourage employees and tenants to make smart transportation choices. Programs Representatives are available - at no cost - to aid employers with all Commute.org (and 511.org) programs. Below is a list of comprehensive program services and resources available from Commute.org for employers at 40 Middlefield Road site.

The future tenant(s) will be encouraged to engage with Commute.org on behalf of their employees.

Commute.org

Plan a trip | Get Rewarded | Shuttles | Resources

Resources

Commute.org is here to help employers and property managers develop commuter programs to encourage employees and tenants to make smart transportation choices: carpooling; vanpooling; taking a bus, train, shuttle or ferry; biking; and walking.

Programs Representatives Contact List

Free Services for Employers

- Employee commute program consultation
- Employee transportation coordinator (ETC) training
- Free commuter resource kiosks
- Regional and local commuter-related ordinance support
- Company relocation commute assistance
- Employee commute surveys
- On-site bicycle safety education
- Bicycle parking rebate program
- Telework program-building
- Customized marketing materials

Vanpool Programs

Carpool Advantages for Employers

Carpool Advantages for Employees

Bicycle Parking Reimbursement Program

SECTION II – TDM INFRASTRUCTURE & PHYSICAL MEASURES

The following physical infrastructure measures are designed to support alternative transportation commuters. These measures are TDM components that will be added and installed during the construction of the project.

11.0 INFILL DEVELOPMENT

The proposed project would develop an under-used parcel within the existing urban area. The area surrounding these projects is largely developed. Under these conditions, the project would be considered infill development which contributes to trip reduction outcomes. Two percent of all peak-hour vehicle trips will be credited for this infill projects as referenced in the City/County Association of Governments (CCAG) of San Mateo County's Congestion Management Program.

Encourage infill development.	Two percent of all peak hour trips will be credited for each infill development.	Generally acceptable TDM practices (based on research of TDM practices around the nation and reported on the Internet).

12.0 PEDESTRIAN AMENITIES

Safe, convenient and well-lit pedestrian paths surround the project and will provide the most direct route to the nearest shuttle or transit connection from the project.

Lighting, landscaping, and building orientation will be designed to enhance pedestrian safety. The creation of a pedestrian-oriented environment ensures access between public areas and private development while strengthening pedestrian and bicycle connections. Pedestrian continuity will also be enhanced by:

- Recessing door and window features of the building to further the walkable area of the sidewalks.
- Incorporating landscaped areas to serve visitors and passersby at the entry to the building.
- Installing planters on the property adjacent to the public right-of-way.

13.0 BICYCLE AMENITIES

The project will have bicycle connections to local facilities and provide Class I and Class II bicycle facilities. The project intends to double the number of bike parking facilities beyond code requirements.

Bicycle Connections
The San Mateo Bicycle map is shown on page 10 shows various bicycle facilities for Menlo Park commuters. Class II bike lanes are identified on Willow Road and portions of Middlefield Road. The San Mid-Peninsula Bicycle Map, shown on page 9, provide another view of bicycle facilities.

Bicycle Parking – Long-Term (Class I)
Class I (long-term) bicycle parking facilities will be provided on-site for bicycle commuters. One enclosed, secure bike locker and two indoor racks will offer four bike commuters with secure on-site, all-day bike parking. This is a 100 percent increase in Class I bike parking.

Bicycle Parking – Short-Term (Class II)
Class II (short-term) secure bicycle parking facilities will be provided on-site for bicycle commuters and visitors. Class II bicycle parking will be located within 50 feet of a main entrance of a building.

Class II (short-term) secure bicycle rack examples are shown below. One Class II secure bicycle rack will be placed in front of the building providing capacity for two bicycles.

Showers and Clothes Lockers
Showers and clothes lockers will be installed for use by employees who walk or bicycle to work or for those who wish to change clothes after commuting via an alternative mode of transportation.

Shower and changing facilities shall be in the building, within 200 yards of a building entrance. Shower and changing facilities will be provided free of charge for all employees.

14.0 PARKING MANAGEMENT

The willingness to participate in employee ridesharing and the measurable level of actual participation is directly linked to parking convenience and availability.

Parking Reduction

The project applicants propose to reduce the supply of parking by providing one space per 300 square feet of gross floor area, a reduction of 10 parking spaces. Reduced or constrained parking supports trip reduction and TDM efforts and discourages single-occupant vehicle (SOV) commuting by limiting an abundance of easy and convenient parking options. Reduced parking availability significantly enhances the use of alternative transportation mode options. Below is an excerpt from the Zoning Code regarding parking reduction guidelines.

> Chapter 16.72 of the Zoning Ordinance establishes parking requirements for commercial and industrial uses based on zoning districts. Section 16.72.010 allows for requests to reduce the amount of required parking for a particular use through an administrative permit. In considering such requests, the guidelines contained in this policy should be used.
>
> The following factors should be considered in approving a request to provide less parking than required by the zoning district:
> - Primary use of the building;
> - Unique physical features of the building:
> - Estimates of number of employees and customers;
> - Transportation demand management measures;
> - Hours of operation;
> - Shared parking arrangements;
> - Availability of on-street parking;
> - Surrounding land uses; and
> - Proximity to residential neighborhoods.

Clean-fuel/EV/Carpool Parking Designation

Preferential parking spaces are an excellent incentive that sends a clear message to employees that alternative transportation is not only important but also provides benefits to those who use it.

There will be one designated clean-fuel/electric, carpool or vanpool vehicle parking spaces. Striping on the parking pavement may read "CLEAN AIR VEHICLE/CARPOOL PARKING" or another similar language.

Preferential Parking Space Placement

One effective means of encouraging employees to carpool, vanpool and use a clean-fuel vehicle is to place the one space, referenced above, in preferred parking spaces (premium, convenient locations close to buildings in the shade or within 100 feet of building entrances) for the exclusive use of carpool, vanpool, and clean-fuel vehicles.

15.0 EMPLOYEE TRANSPORTATION FLIER

At the time of leased occupancy, the tenant will be provided with a reproducible and electronic Employee Transportation flier regarding vehicle trip reduction requirements. This flier will include information about shuttle and transit opportunities, commuter resources, bicycle routes, and the regional promotions. The flier will promote transit and shuttle services, carpool ride-matching, transit trip planning, and bicycle route mapping. A sample employee flier is shown below.

40 MIDDLEFIELD ROAD
COMMUTER PROGRAMS

COMMUTER SUPPORT – Find transportation and commuter information below.

Transit and Shuttle Services

Menlo Park FREE Midday Shuttle Service

Menlo Park Caltrain Station Map

Menlo Park Caltrain Real Time Mobile Tracking

SamTrans Routes to/from Caltrain

Free Trial Transit Passes

Transit Trip Planner

511 Transit Trip Tracker

Carpool, Vanpool, and Ride-Matching Services

San Mateo County Scoop Carpool Incentive

- *Drivers receive a $2 extra reward for every trip*
- *Passengers receive a $2 discount for every trip*

Other Regional Carpool Matching apps

Commute.org $50 Carpool Incentive

511.org Carpool Rewards

Bicycle Parking and Facilities

Secure Bicycle Parking (registration form)

San Mateo County Bike Map

Santa Clara County Bikeways Map

Regional City Bike Maps

Find a Bike Buddy to share the ride

511.org BikeMapper 3.1 BETA

Silicon Valley Bicycle Coalition

Bicycle Resource Guide

Commuter Incentives and Services

Commute.org Commuter Rewards

511.org Commuter Rewards

Bay Area Spare the Air Alert Notices

Menlo Park Commuter Assistance

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16.0 TRANSPORTATION KIOSK

A transportation information board or kiosk will be in a common gathering area (e.g., lobby, employee entrance, break, or lunch room). The kiosk will contain transportation information for commuter programs including the GRH benefit, SamTrans and Caltrain transit schedules, and 511 and Scoop ride-matching. The kiosk may be free standing, wall-mounted, or placed on a counter top.

17.0 PROJECT AMENITIES

Nearby amenities provide employees with a full-service work environment. Eliminating or reducing the need for an automobile to make midday trips increases non-drive-alone rates. Many times, employees perceive their dependence upon the drive-alone mode because of errands and activities they must carry out in different locations. By reducing this dependence through the provision of services and facilities at the work site, an increase in alternative mode usage for commute-based trips should be realized. A short list of nearby amenities, within walking distance of the projects, include:

Retail	Phone #	Distance Away
The Willows Market 60 Middlefield Road, Menlo Park, CA	650-322-0743	157 ft.
Juses 130 Cowper Street, Palo Alto, CA	650-207-2556	0.30
Daycare	**Phone #**	**Distance Away**
Imagina Daycare 726 Everett Avenue, Palo Alto, CA	650-739-5962	0.30

SECTION III – PEAK-HOUR TRIP REDUCTION ACCOUNTING

No formal traffic assessment was prepared for these projects. However, using Institute of Transportation Engineers (ITE), Trip Generation, 9th Edition resources, the project estimated the site to generate a total of five in and one out during the AM peak hour, and one in and four out during the PM peak hour.

Combined, the AM and PM peak hour trips total 11 peak-hour vehicle trips. Below is the trip generation table which shows the project's estimated total peak-hour trips for the AM and PM periods.

						AM Peak Hour				PM Peak Hour			
				Daily	Daily	Pk-Hr	Trips			Pk-Hr	Trips		
Land Use	ITE Code	Size	Unit	Trip Rates	Trips	Rate	In	Out	Total	Rate	In	Out	Total
Proposed Land Use													
General Office Building	710	3.6	ksf	11.03	40	1.56	5	1	6	1.49	1	4	5
Estimated Total Project Trips					40		5	1	6		1	4	5

All rates are from: Institute of Transportation Engineers, *Trip Generation, 9th Edition*

1. Land Use Code 710: General Office Building (average rates, expressed in trips per 1,000 s.f.)

Selected TDM project measures were assessed using the C/CAG trip credit accounting criteria. The C/CAG trip credit accounting determined that project TDM measures will meet the mitigation requirements for all 11 peak-hour trips.

The C/CAG peak-hour accounting summary confirms the project is anticipated to generate non-significant levels of trips on the City's circulation network. The applied TDM components planned for the 40 Middlefield Road project fully mitigates peak-hour vehicle trips as shown in the C/CAG accounting summary below.

City/County Association of Governments of San Mateo County (C/CAG) Guidelines

C/CAG requires the applicant to implement TDM programs that have the capacity to reduce the demand for new, highest peak-hour trips. The estimated C/CAG trip credit accounting for the proposed project exceeds the peak-hour trip reduction. The C/CAG accounting shown below indicates that 51 peak-hour trips will be mitigated. The C/CAG trip credit accounting also meets the City of Menlo Park's intent to provide a completed checklist of trip reduction measures.

TDM Measures	Quantity	Credit Ratio	Trip Credit
Infill Development (2% of all peak-hour trips)	0.22	1	0.22
Bicycle Parking - long-Term (Class I) (4)			
Bicycle Parking - Short-Term (Class II) (4)			
Total Bicycle Storage	8	0.33	3
Showers/Clothes Lockers	1	10	10
Preferential Clean Fuel/Carpool Parking Space	1	2	2
Parking Reduction	10	1	10
TMA Participation (Commute.org)	1	5	5
Guaranteed Emergency Ride Home program	3	2	6
Transportation Board/Kiosk(s)	1	5	5
List of TDM Measures/Transportation Action Plan	1	10	10
Total C/CAG Trip Credits			**51**

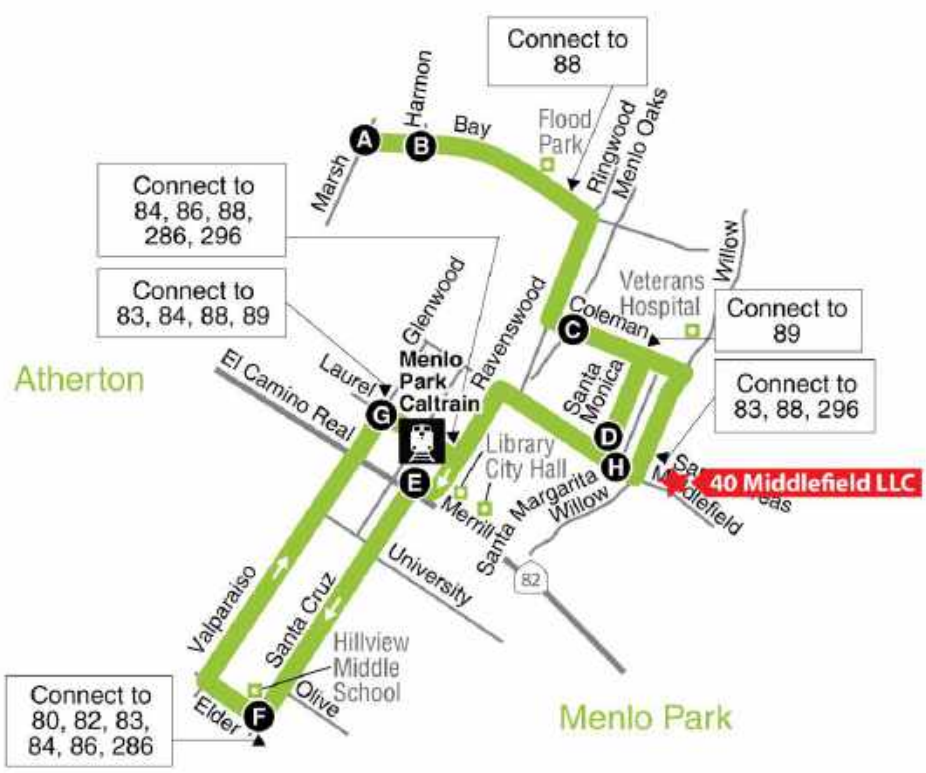
ATTACHMENTS

Dumbarton Express (AC Transit)
SamTrans Route 82
SamTrans Route 83
SamTrans Route 84
SamTrans Route 88
SamTrans Route 296
SamTrans Route 397
Willow Road Shuttle
M2-Belle Haven Midday Shuttle
List of Nearby Amenities

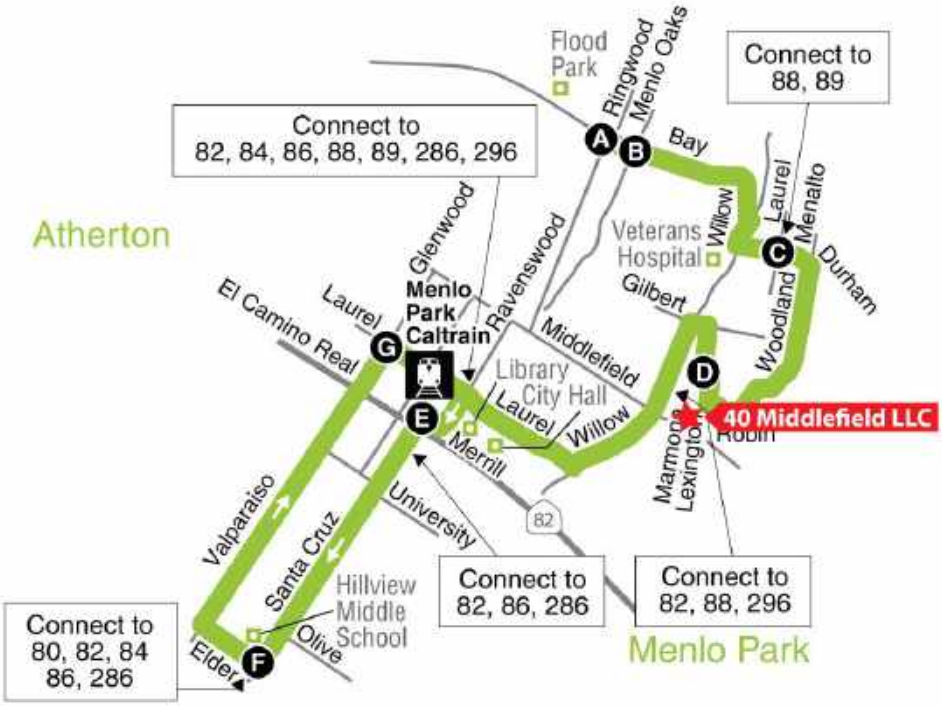
TDM SPECIALISTS QUALIFICATIONS

UNION CITY BART
Union City
Decoto District
ARDENWOOD PARK & RIDE
LIDO FAIRE SHOPPING CENTER
Ardenwood Blvd
Line DB
Line DB1

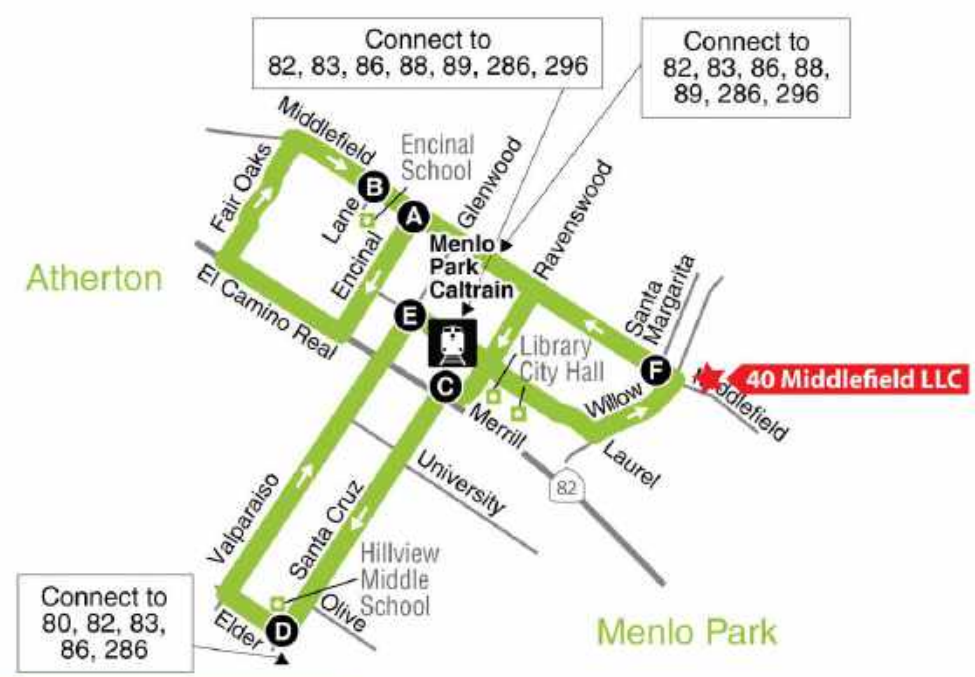
Menlo Park
East Palo Alto
Palo Alto
40 Middlefield LLC
STANFORD UNIVERSITY
Line DB
Line DB1



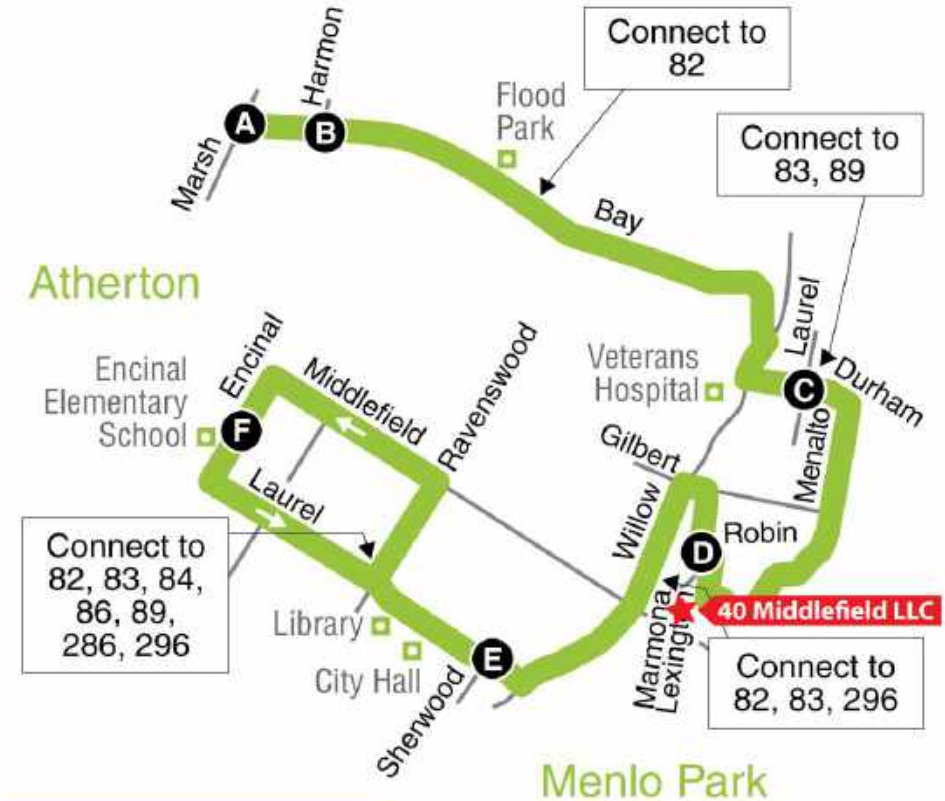
ROUTE 82



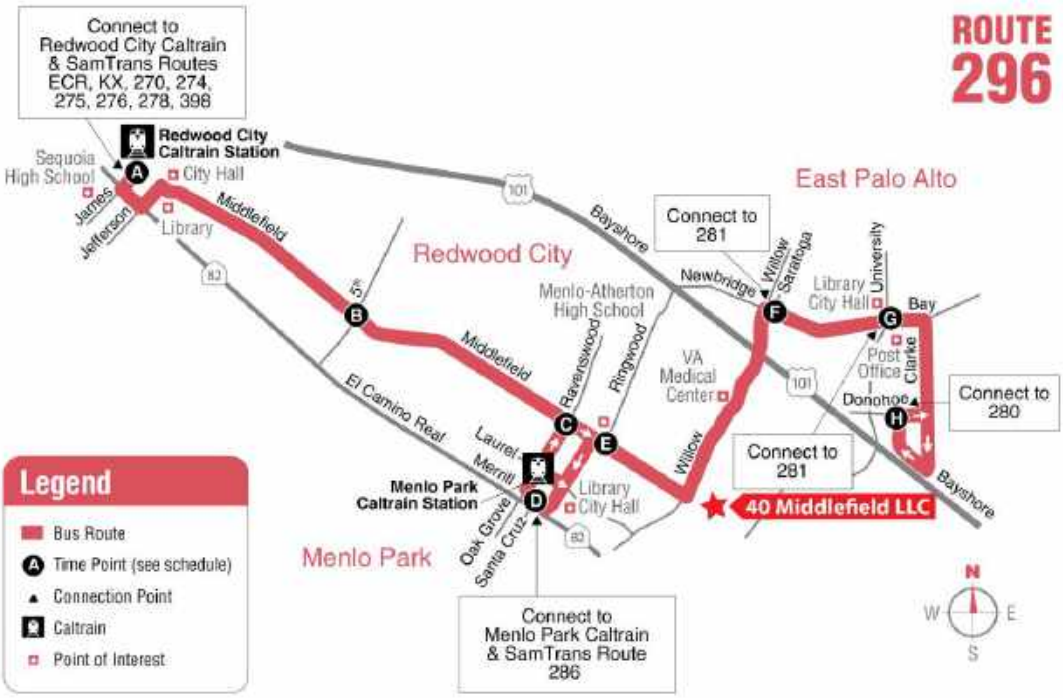
ROUTE 83



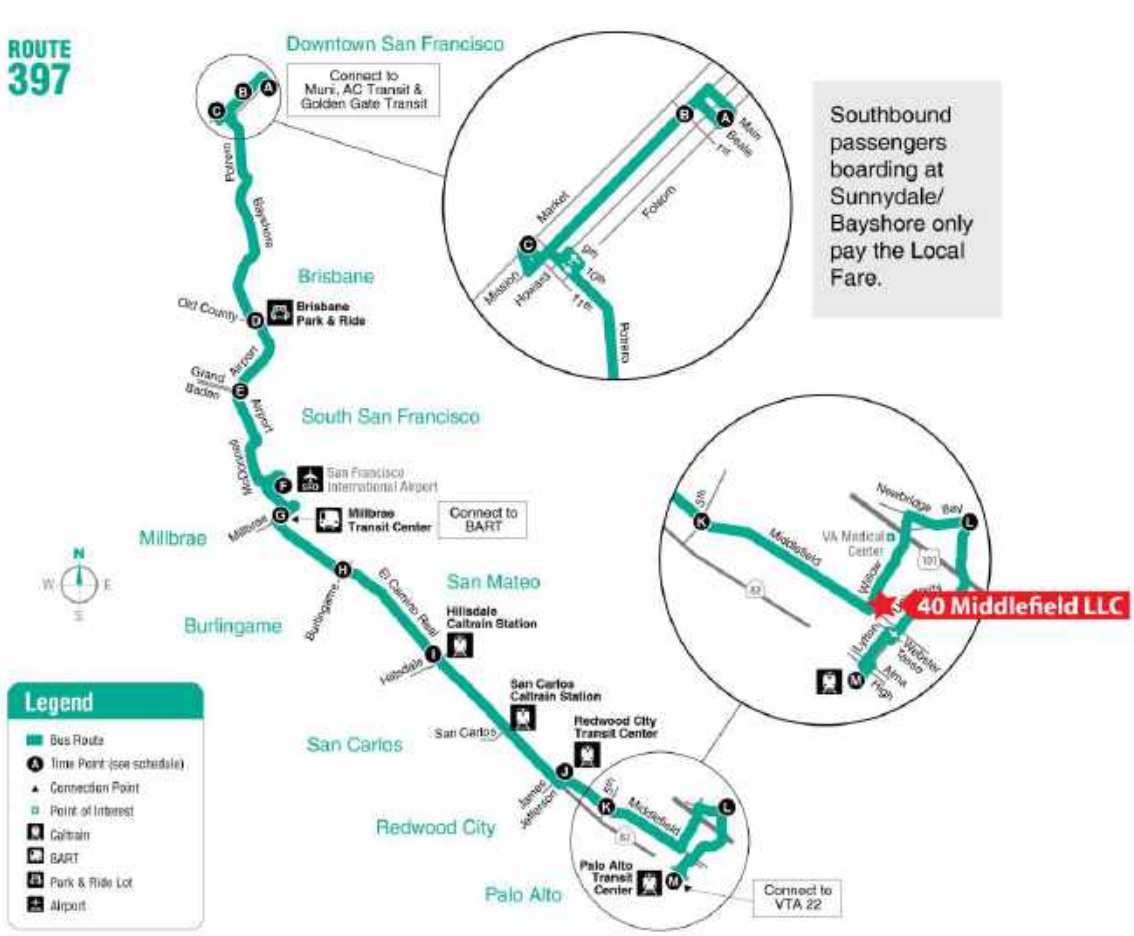
ROUTE 84

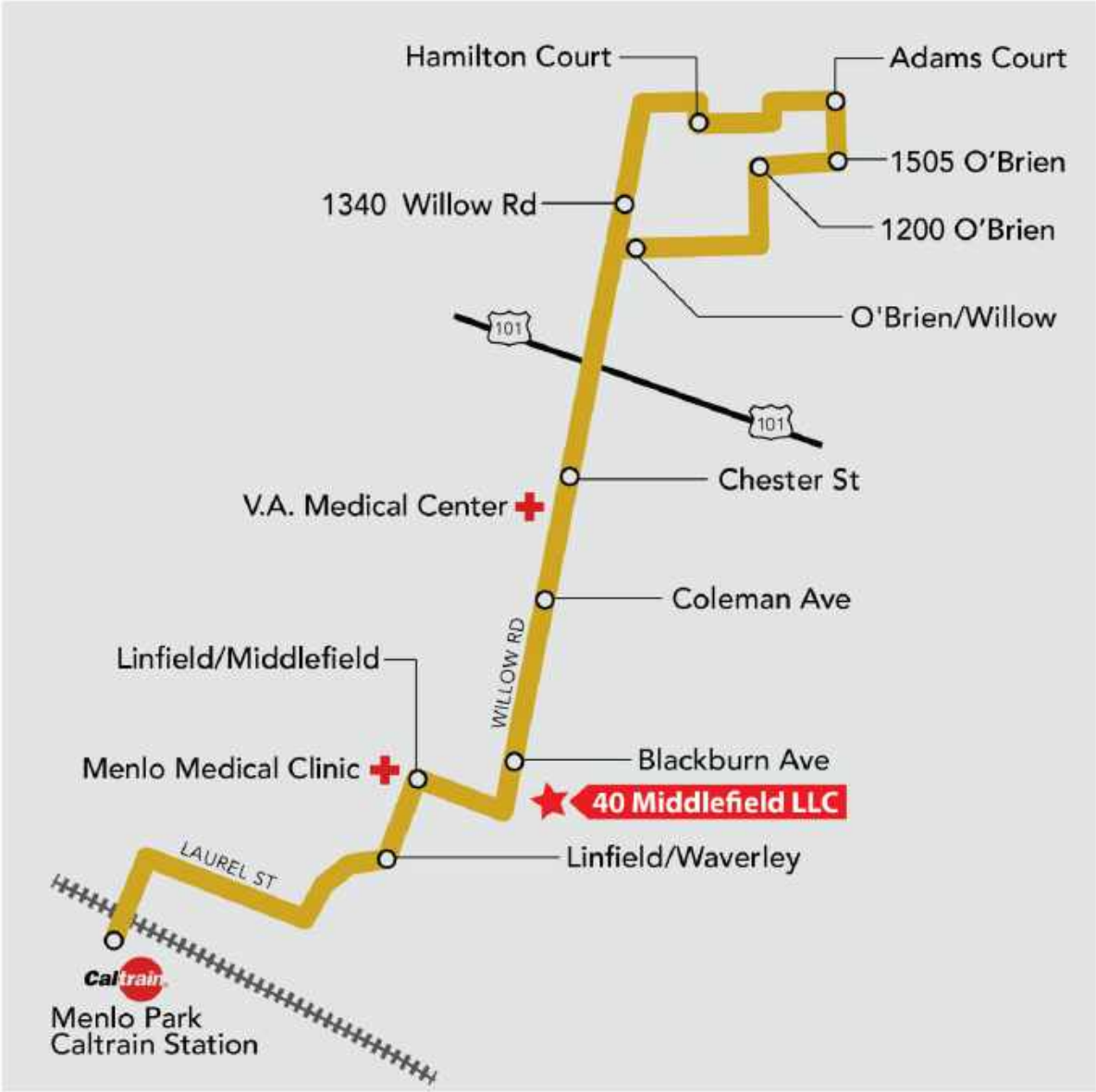


ROUTE 88


ROUTE
296
Connect to
Redwood City Caltrain
& SamTrans Routes
ECR, KX, 270, 274,
275, 276, 278, 398
Redwood City
Caltrain Station
Sequoia
High School
City Hall
James
Jefferson
Library
Middlefield
5th
Redwood City
Bayshore
East Palo Alto
Connect to
281
Newbridge
Willow
Santa Clara
Library
City Hall
University
Bay
Menlo-Atherton
High School
Ravenswood
Ringwood
VA
Medical
Center
Post
Office
Clarke
Donohoe
Connect to
280
El Camino Real
Laurel
Merrill
Menlo Park
Caltrain Station
Library
City Hall
Willow
Connect to
281
40 Middlefield LLC
Bayshore
Oak Grove
Santa Cruz
Menlo Park
Connect to
Menlo Park Caltrain
& SamTrans Route
286
Legend
Bus Route
Time Point (see schedule)
Connection Point
Caltrain
Point of Interest
N
W
E
S

297
Redwood City
Transit Center
Redwood City
Menlo Park
40 Middlefield LLC
Palo Alto
Transit Center
Palo Alto
Connect to
Santa Clara Valley
Transportation Authority,
DB Express, Marguerite,
Palo Alto Caltrain
Legend
N
W
E
S


ROUTE
397
Downtown San Francisco
Connect to
Muni, AC Transit &
Golden Gate Transit
Potrero
Bayshore
Brisbane
Old County
Brisbane
Park & Ride
Grand
Bacon
Airport
South San Francisco
San Francisco
International Airport
Millbrae
Millbrae
Transit Center
Connect to
BART
Millbrae
San Mateo
El Camino Real
Burlingame
Burlingame
Hillsdale
Caltrain Station
Hillsdale
San Carlos
Caltrain Station
San Carlos
Redwood City
Transit Center
James
Jefferson
Redwood City
Palo Alto
Palo Alto
Transit
Center
Connect to
VTA 22
Southbound
passengers
boarding at
Sunnydale/
Bayshore only
pay the Local
Fare.
Main
Beale
1st
Market
Folsom
9th
10th
Mission
Howard
11th
Potrero
Middlefield
Newbridge
Bay
VA Medical
Center
101
Webster
Alma
High
40 Middlefield LLC
Legend
Bus Route
Time Point (see schedule)
Connection Point
Point of Interest
Caltrain
BART
Park & Ride Lot
Airport


Hamilton Court
Adams Court
1505 O'Brien
1340 Willow Rd
1200 O'Brien
O'Brien/Willow
101
101
Chester St
V.A. Medical Center
Coleman Ave
Linfield/Middlefield
WILLOW RD
Menlo Medical Clinic
Blackburn Ave
40 Middlefield LLC
LAUREL ST
Linfield/Waverley
Caltrain
Menlo Park
Caltrain Station

M2
Belle Haven
Menlo Park Senior Center
Belle Haven Library
101
Chester St
V.A. Medical Center
WILLOW RD
Coleman Ave
MIDDLEFIELD RD
GLENWOOD AVE
Ravenswood Ave
Ringwood Ave
Menlo Park Caltrain Station
LAUREL ST
Menlo Medical Clinic
Caltrain
Menlo Medical Clinic
40 Middlefield LLC
Crane Place
Downtown
Burgess Park
Safeway
Menlo Park Library
Little House
Partridge/Kennedy
Selected AM Routes
Selected PM Routes

List of Nearby/Offsite Amenities
40 Middlefield Road, Menlo Park, CA

Retail	Phone #	Distance Away
The Willows Market 60 Middlefield Road, Menlo Park, CA	650-322-0743	157 ft.
Juses 130 Cowper Street, Palo Alto, CA	650-207-2556	0.30
Daycare	**Phone #**	**Distance Away**
Imagina Daycare 726 Everett Avenue, Palo Alto, CA	650-739-5962	0.30

Smith, Tom A

From: Joanie Giraudo <applebeeps@aol.com>
Sent: Friday, November 17, 2017 1:42 PM
To: Smith, Tom A
Subject: NMSBPCSLDHB/40 Middlefield road

Follow Up Flag: Follow up
Flag Status: Completed

Dear Mr. Smith,

My name is Joanie Giraudo. I live just behind the Willows Market at 107 Clover Lane. I also own the small preschool located behind my home. I've worked here for 29 years and lived in the house in front of the school for 21 years. I have a really great relationship with the owners of the Willows market as well as with my other neighbors throughout the Willows. My clients use the Willows parking lot to come and go from my preschool. Our clients then use the Willows market to grab things as they need them. We've had this agreement with the store for as long as I've worked here and owned it. They have always been very supportive of our Willows neighborhood.

I just saw the proposal for the use permit regarding the lot located at the corner by the markets. There are several reasons that I oppose this development.

The biggest reason would be there is simply a lack of appropriate parking spaces for a building that size in this proposal. This will create more spill over into our neighborhood streets. Then of course the additional day to day traffic another office building in our neighborhood would entail.

As I'm sure you are aware, the traffic has increased over the years a lot in the Willows. There has just been an overload of more people coming thru our neighborhood in general. Adding more office space will just exasperate an already horrendous situation.

It is nearly impossible to turn into the market from Middlefield coming south at the end of the day. The way you turn into the market coming from the city of Menlo Park is down Middlefield going south towards Palo Alto. You have to cut over to the left and then wait. This is also how we turn into our neighborhood. Just past the market entrance is the turn we make to go onto Woodland avenue to get home-another left hand turn. This proposal will create a third left hand turn in an area that is already overloaded with traffic. People would have to make a left hand turn in between two already tough left hand turns. Traffic would be even more unsafe at that intersection than it is now. It would be so clogged we likely wouldn't be able to make a left out of our neighborhood to head into Palo Alto either. It will back up traffic at the intersection of Middlefield and Willow- which is already crazy. It's clearly not safe for people walking down Middlefield near the market. Adding more office space and people will add to this as well.

This office building will also create more noise and lights for my neighbors and I. Many years ago there was a 76 gas station on that corner. The amount of noise and additional traffic way back then was crazy. I can't imagine what this new large building will bring to an area that is already on overload.

I completely oppose this new office building. It seems to me that having more people in and already congested area will create further gridlock. Our neighborhood cannot handle much more at this point. I will happily come to any city council meetings regarding this proposal. Please advise me when these meetings are scheduled and my neighbors and I will come speak in person. We completely oppose this proposal. You will likely be hearing from others who live on and around Clover Lane.

Respectfully,

Joanie Giraudo
650-387-5880

Smith, Tom A

From: Brian Gilmer <bgilmer1@yahoo.com>
Sent: Friday, November 17, 2017 1:55 PM
To: Smith, Tom A
Subject: 40 Middlefield Road

Follow Up Flag: Follow up
Flag Status: Completed

Mr. Smith,

I am writing today to express my objections to the proposed development at 40 Middlefield road. First off I do not think any business should be allowed to move forward with development without having the required number of parking spaces, and certainly not one that is located so close to a residential neighborhood. I do not think it is any stretch of the imagination to see the over flow parking ending up in the neighborhood. So for that reason alone I do not think that this development should be approved. Additionally with the traffic problems currently being experienced all through the Willows I think any future business development, especially one that will certainly add traffic to Willow should be denied until the current problems are resolved. Finally having looked at the proposal I believe that the entrance so close to the entrance to the store will be confusing and dangerous to pedestrian and bicycle traffic and the use of the narrow alley way to access parking will restrict the exit of the store and daycare located nearby. Please do not approve this development.

Brian Gilmer
Resident of the Willows

Smith, Tom A

From: The Willows Market, Menlo Park <willowsmarket@gmail.com>
Sent: Tuesday, November 21, 2017 7:13 AM
To: Smith, Tom A
Subject: 40 middlefield rd

Hello Tom,

We have some concerns about the proposed development at 40 middlefield road. As you may know, this area is already gridlocked and this developer asking for a compromise on the parking is absolutely the last thing that should be allowed. We will be directly affected by this development and we would like to voice our concerns. The lot really should not be developed at all let alone granting a parking variance. This development does not benefit the community or help the parking and traffic situation in any way and makes it worse. I along with the neighbors will be sending a letter highlighting all the issues with this development. Please stop by the store if you'd like to discuss and thanks for reading this email.

Thanks,
Nick Sharma

--

Smith, Tom A

From: Darshana Maya Greenfield <darshanamaya@icloud.com>
Sent: Saturday, November 25, 2017 11:30 AM
To: Smith, Tom A
Subject: do NOT allow any new building at the corner of Middlefield & Woodland to have fewer parking spots than required!!

That intersection, by Woodland Avenue at Middlefield, next to the popular Willows Market, is already a traffic nightmare! I know, because I live just down that road, where Menalto dead ends into Woodland, and I have to turn onto Woodland there frequently to go home.

There is not room for a big office building there! The intersection and the one-way alley is problematical already. There shouldn't be any big building there! But if you do permit a building, it MUST conform to the required number of parking places, so that their employees and customers do NOT use the few market spaces, the narrow alley, or our residential streets.

This is a bad idea as presented! Please do not give us more mess and more impassable streets.

Thank you,
Darshana Maya Greenfield
1905 Menalto Avenue (at Woodland Ave)
Menlo Park, CA 94025

Smith, Tom A

From: Lou Moffett <lmof@sbcglobal.net>
Sent: Saturday, November 25, 2017 1:14 PM
To: Smith, Tom A
Subject: 40 Middlefield

There is no justification for reducing the required number of parking spaces given (a) the already limited parking available at the Willows Market and (b) the near absence of any additional parking spaces in the immediate neighborhoods.

Lour Moffett
241 McKendry Drive
Menlo Park

Smith, Tom A

From: Leah Elkins <leahelkins@gmail.com>
Sent: Saturday, November 25, 2017 5:49 PM
To: Smith, Tom A
Subject: 40 Middlefield Rd

As a resident of the nearby Willows neighborhood, my concerns about this project center on parking and traffic impacts.

I understand that the applicant has requested a reduction in the standard required parking of almost 50%. I would want a clear explanation of why this exemption is warranted. What type of office is intended? How many employees are contemplated? Will the office have regular visitors? If so, how many and of what frequency?

Overflow parking on adjacent neighborhood streets should not be permitted. This neighborhood is full of families and children and dog walkers and is characterized by narrow, curving streets. Moreover, we do not generally have “parking strips” to protect sidewalk users from cars. Excessive street parking makes these conditions more hazardous because parked cars block the view of pedestrians and further narrow the roadway.

The location of this project is among the most congested in the area. For years, even before the present disaster caused by the Willow/101 construction, it has been extremely difficult to exit and enter the neighborhood during commute hours. We have also suffered from high levels of speeding cut-through traffic, especially in this vicinity (Clover/Blackburn/Marmona). Any new building at this location should be required to promise little to no impact on the existing gridlock.

I hope staff and the applicants will take these factors into consideration in the development of this project and the issuance of any use permit for this site.

Leah Elkins
236 Lexington Drive

Smith, Tom A

From: Jeff DeCurtins <jeffdecurtins2048@gmail.com>
Sent: Saturday, November 25, 2017 7:20 PM
To: Smith, Tom A
Subject: Use Permit & Architectural Control/N MSBPCSLDHB/40 Middlefield Road

To the MPK Planning Commission:

I am writing of my concern about the proposed construction of an office building at 40 Middlefield Road.

Our Willows neighborhood is already up in arms about the traffic congestion problems. This new construction proposes to skimp on parking space ... thus requiring our neighborhoods to pay the bill in terms of additional congestion by building residents parking on neighborhood streets.

In addition, the proposed building / parking would add a third left turn to the already crowded left-turn lane on southbound Middlefield.

Finally, the investors in this project should stand on the corner of Willow and Middlefield and take a look around. They would see the former offices of Sunset Magazine which have been vacant for over a year, the new-ish office building on the north east corner which waited well over a year to be rented by Curious.com which has since abandoned it and left it vacant, several "for lease" signs on office buildings on Middlefield north of Willow. Our community and neighborhood needs traffic/congestion relief, not another year of useless corner construction leading to prolonged vacancy.

Sincerely,
Jeff DeCurtins
443 Concord Drive
Menlo Park

Smith, Tom A

From: Tricia Barr <tricia.tjernlund@gmail.com>
Sent: Saturday, November 25, 2017 8:41 PM
To: Smith, Tom A
Subject: 40 Middlefield Rd

Dear Tom,

I have concerns about the planning construction at 40 Middlefield Road because the number of parking spaces that has been requested is significantly less than what the City requires. This will likely mean that overflow traffic will go to Willows Market or in the neighborhood.

The building itself looks attractive, but should comply with the parking space requirements.

Regards,
Tricia Barr
Willows resident

Smith, Tom A

From: Susan Bryan <tucson103@att.net>
Sent: Sunday, November 26, 2017 4:25 PM
To: _Planning Commission
Subject: 40 Middlefield reduced parking????

Dear Planning Commissioners: Thank you for looking at all the details of new buildings. I heard that the new one-story building at 40 Middlefield was asking for reduced parking spaces. Please make sure they build the maximum that their type of building requires. That is a very busy corner. People going to that buildling should not be parking on the nearby streets or in the Willows Market Parking lot. Thank you! - Susan Bryan 222 Blackburn (fan of Monday night food trucks at Willows Market)

Smith, Tom A

From: Carine Schneider <carine.m.schneider@gmail.com>
Sent: Sunday, November 26, 2017 5:10 PM
To: _Planning Commission
Subject: Willow Rd and Middlefield Rd (40 Middlefield RD) Building Proposal

We live at 716 Woodland Ave. in Menlo Park and am very concerned about the approval to build an office building on the corner of Woodland Ave. and Middlefield Rd., next to the Willow Market. The lot at the end of our street has been empty since the 1990's and has been an eyesore but we do not believe an office building should be built in this location. Our neighborhood could use a number of services instead of another office building and would prefer that the city allow for a restaurant or other neighborhood services be allowed to build on this lot. Now that Mike's Cafe has been turned into a VC office, we do not have many restaurant choices other than going to downtown Palo Alto or Menlo Park.

We also believe that providing anyone an exemption from providing enough parking for the building tenants is irresponsible and will cause even more problems for our neighborhood, which already deals with heavy traffic due to the Dumbarton Bridge commuters. We do not understand why the Planning Commission would move the burden of parking to the Willow's Market or the neighborhood. We live at the corner of Woodland and Russell Ct. and watch numerous drivers who do not live in our neighborhood drive above the speed limit and do not stop at the stop sign at our intersection. We do not need more traffic.

If you have any questions, please let us know. We strongly oppose this proposal.

Carine and David Schneider
716 Woodland Ave., Menlo Park CA

Carine Schneider
+1-650-862-8628
carine@dschneider.com

Smith, Tom A

From: Carol Schultz <carolroses@sbcglobal.net>
Sent: Sunday, November 26, 2017 5:13 PM
To: _Planning Commission
Subject: New building @ Middlefield and Woodland

The site needs to be cleaned up before anyone is permitted to build on the site. It should be cleaned before it is sold to a builder. Substandard parking should not be allowed. It is most unwise to even be considering such a project at this time. First the traffic in this area must be addressed. Next, Union Oil must clean the site of toxic waste. We have enough building in our area. We are not so hard up that we should accept projects with substandard parking abilities.

Thank you.

Carol Schultz
Willows resident

Smith, Tom A

From: Robert Wilson <bobcwilson@earthlink.net>
Sent: Sunday, November 26, 2017 10:04 PM
To: Smith, Tom A
Subject: 40 Middlefield Ave building proposal

Dear Mr. Smith,

My family lives on Baywood Ave. close to the site of the proposed new building. We are against the project as proposed.

The parking issue and the increased traffic problems are our main concern.

The proposal is so far outside the usual requirements we are at a loss to understand why it would be approved.

It would increase traffic on Baywood and tenants of the building would be using nearby streets for parking, primarily on Baywood Ave. Commuters are now parking on our street and walking to distant locations such as Palo Alto to work. An increase in up to ten or more commuters parking in the neighborhood is not acceptable.

Baywood Ave. is a major residential route in and out of the Willows. The intersection at Woodland & Middleffield is already congested. We already have difficulty getting on to Middlefield in the afternoon to get to local appointments. And parents are often unable to get out of the neighborhoods using Gilbert, Chester and the few other routes available. That leaves Baywood Ave as one of the only means of egress.

This project could easily cause people to be trapped in the neighborhood at crucial times.

The City is currently trying NO THROUGH TRAFFIC signs to see if that will help reduce neighborhood traffic. This proposal aggravates the problem.

We and our neighbors are very much against this proposal.

Thank you for listening to our concerns,

Robert Wilson
118 Baywood Ave
Menlo Park, Ca. 94025

Smith, Tom A

From: eduardo pelegri-llopart <pelegri@calterra.com>
Sent: Monday, November 27, 2017 9:56 PM
To: _Planning Commission
Subject: Proposed construction 40 middlefield rd

I read about the application for a new one-story office building on 40 Middlefield Rd. My main concern is the reduction of parking places from 22 to 10, which is more than 50% and seems excessive, at least without understanding the intended use of the site. The use restrictions would also clarify if the building will have an impact on the current, already tricky, traffic patterns in that corner.

Thanks,
- eduardo

Smith, Tom A

From: Lauri Hart <lauriahart@gmail.com>
Sent: Tuesday, November 28, 2017 9:06 AM
To: _Planning Commission
Subject: Issues with the Application Submittal for a Bldg at the corner of Middlefield & Woodland

I've reviewed the Application Submittal for the 3600 sq. ft. building on the vacant lot at the corner of Middlefield and Woodland. The following are my initial concerns:

1. Has the previously reported contamination leak from the old gas station tanks been remediated? I know the tanks were pulled but is there still contamination on the site?

2. The waiver of the requirement for the city zoning rules that would require 22 parking spaces seems irrational. The Willows Market is grandfathered into older parking space requirements that are now clearly inadequate for the customer volume of that building. As a result, customers at peak hours (primarily lunch, dinner and food truck nights) park in the alley along the existing fencing around the subject lot and on Middlefield where the proposed new driveway would be. That constructively eliminates 5 - 7 unofficial, unmarked spaces used by current Market customers. In addition to the 10 cars from the new office that do not have parking spaces at the office which would be pushed into the Willows neighborhood, there would be an addition 5-7 cars that visit the market pushed into the neighborhood also. People being who they are would be more likely to park illegally in the existing parking lot at 90 Middlefield in addition to blocking the private property parking of 111 Baywood and 111 Clover located off the service road that runs behind the Market between the 90 Middlefield building and the outlet onto Woodland Ave.

3. The parking spaces along the service road are perpendicular to the road making getting into the parking spaces more difficult for drivers entering the spaces from the service road. The flow of traffic on the service road will be slowed while people parking make a difficult 90 degree angle turn into the spots. By placing the spaces on the diagonal in the direction of the one-way service road, you speed the parking process and provide better space for people parking to enter and exit the spaces whit less chance of hitting the buildings or parked cars across the service road. Additionally, by placing the spaces on the diagonal, you discourage cars headed for parking spaces from entering the service road in the wrong direction. In it's current design, it is likely that people impatient with the traffic will enter the service road going the wrong way to park in the service road adjacent spots as it is easier and faster than waiting for any potential traffic to clear to access the office driveway to approach those spaces. I do understand that the parking spaces were likely designed as they were to optimize the number of spaces, but in the long run, that design will create flow issues for the traffic on the service road.

4. The additional office driveway next to the existing driveway for the Market would further clog and complicate the access for cars turning across Middlefield into the Market and new offices parking areas. The Market owners previously requested, and were turned down, the ability to mark the roadway with a "Keep Clear" sign in front of their driveway that is almost always blocked by vehicles waiting at the light at Middlefield and Willow. By adding a second driveway that is blocked by vehicles waiting at the light, the turn lane will potentially be backed up by vehicles trying to get into both driveways. The turn lane at that location can handle only about two cars, so any more will cause a backup of traffic on Middlefield potentially causing gridlock in the Middlefield/Willow intersection.

5. The wall or landscaping, as indicated on the plans, between the Market and the proposed office building appear to constrict the existing width of the service road. The fencing around the empty lot is currently inside the legal lot line of the empty lot, giving more space to the service road. Delivery trucks (vans, box trucks and semis) and trash trucks access the service road against the one-way traffic and have for the last 20 years. Semis backing down the one-way service road have difficulty accessing the Market's loading dock as it is. The house at 111 Baywood has had incidents of semi's clipping the eaves of the house and the corner of their garage. Constricting the service road back to it's original width would create further hazard. Any truck delivering to the Market's delivery dock would completely block the service road to all traffic coming from the Market's parking lot and along the service road running through and out of 90 Middlefield's parking lot.

6. The tree planned for the lot line along the service road will interfere with the overhead telephone and electrical wires that run along the service road in that area. Additionally, the garbage trucks and larger delivery vehicles will hit the branches that overhang the service road.

7. The location of the garbage and recycling bins will not be accessible to trash trucks without rolling them out into the service road blocking access by cars trying to drive down the service road.

8. Any delivery trucks for the proposed office building would have difficult accessing the building's driveway due to its width and would have difficulty turning into the service road due to the turning radius onto the service road by the landscaping berm abutting the service road and office building driveway. With the limited parking spaces, delivery trucks would not be able to park in any of the spaces and any place they park other than the office building's driveway will impede traffic either on the service road or on Woodland Ave.

9. The plans indicate the existing sidewalk will be removed and appears to be replaced by a narrower walkway. Since pedestrian traffic along this building headed to the office and market due to overflow parking being pushed into the Baywood Ave area, the sidewalk width should be maintained.

10. The service road is frequently used by pedestrians and bicyclists (particularly children riding to school) who want to short cut to the market, the preschool located along the service road or simply to avoid the heavy car traffic turning onto Middlefield from Woodland. Narrowing the service road and increasing the traffic due to more cars accessing the proposed office building will create greater danger to the bike and pedestrian traffic using the service road.

11. If construction of the proposed office building goes forward, consideration should be made for adequate lighting at the back of the building. There is lighting on the Market that illuminates their parking lot and currently provides light down the service road toward the exit of the service road. If the proposed office building is constructed the service road will be quite dark behind the office building. Consideration should be given to lighting pointing directly into the house at 111 Baywood.

12. Vehicles looking for parking for the proposed office building may decided not to contend with the traffic backups on Middlefield if they are approaching from Palo Alto. This may encourage vehicles to park on the Palo Alto side of Middlefield in that neighborhood. This would increase the number of pedestrians crossing Middlefield from Palo Alto Ave to Woodland Ave at a corner that does not have a crosswalk in a traffic heavy area.

Please note that in this email, I have only referred to the Willows Market traffic as belonging to the Market, when in actuality the Market's parking lot is shared with the Applebee's Preschool that has it's entrance off the service road behind the Market's parking lot. Many parents dropping off children park along the service road while they drop off children to the school.

Overall, the proposed office building is not an appropriate use of the lot due primarily to the increase in traffic and the inadequate parking proposed. There is no reason the proposed development should be exempt from the required number of parking spaces. Either the proposed office building's size needs to be reduced and the number of parking spaces increased, or the application should be rejected.

We would prefer that something be done with the empty lot. The dust that blows into our property from the empty lot, the lot's weeds that blow seed into our yard and general unsightliness of a fenced in vacant lot isn't our preference, but it is important to develop the site with adequate parking.

Lauri Hart
homeowner of 111 Baywood Ave.

Smith, Tom A

From: Sarah Reilly <sereilly@gmail.com>
Sent: Tuesday, November 28, 2017 8:34 PM
To: Smith, Tom A
Subject: Application for 40 Middlefield Road

Hi

I am a resident of the Willows neighborhood and very concerned with the proposal for an office at 40 Middlefield.

If you aren't aware, we have a major traffic problem in the Willows right now and this development will only make things worse. The two main issues - 1) how on earth can you grant so little parking for this development?! Willows Market already has an issue with parking and this would make the problem for that corner unbearable. 2) another left turn off of Middlefield? The third one in less than 50 ft?

That intersection is currently one of the major problems with the area. Please don't make things worse with this development. Many of us in the neighborhood are concerned with this.

I urge Menlo Park to start taking city planning seriously. I just saw a young man hit by a car at the intersection of Middlefield and Willow yesterday. We have major traffic issues as it is - that no one is addressing. Just adding more developments with no thought to their impact has to stop.

The ideal thing for this location is a restaurant or something that the community who lives here can enjoy. Please take a look at Palo Alto for a good sense of city planning that works - look at the development they have off Embarcadero - good model for Menlo Park. You need to consider your residents instead first, or this city will lose its appeal.

Please be thoughtful - don't allow this to go up.

Thanks for the consideration.

Sarah Reilly

Smith, Tom A

From: Loretta Lum <lorylum@yahoo.com>
Sent: Sunday, December 3, 2017 12:44 PM
To: Smith, Tom A
Subject: USE PERMIT & ARCHITECTURAL CONTROL/NMSBPCSLDHB/40 MIDDLEFIELD ROAD
Attachments: 40 Middlefield Planning Review Comments (2).pdf

Mr Tom Smith,

My name is Loretta Lum. My husband, Yee Hung Lum, and I are the property owners of the Willow Market at 60 Middlefield Rd. The business owner of the store and us and our neighbor residences are very concerned on the proposed project to build a building of over 3,600 square foot with reduced parking spaces.

We would kindly request the Menlo Park Planning department address the following to the public for a better understanding of the design proposed at 40 Middlefield Rd.

1) On Sheet A1.1 of the architecture drawing, the property line is shown in odd locations and not similarly spaced. (please refer to the attached marked-up sheet)

2) On A0.2 of the architecture drawing, spaces between buildings do not match A1.1. (please refer to the attached marked up sheet)

3) Parking reduction from required 22 to 12 will significantly impact surrounding residences and businesses, with the over crowded street parking and over parked parking lots at the existing grocery store and existing office building.
The grocery store has limited parking for their customers thrughout the day. Residential streets have limited street parking available for non residents and the office building has a parking lot dedicated to tenants only.

4) Seven of the twelve proposed parking spaces backing up directly on to the existing service road will also greatly impact the shared access of the the service road.

5) Please advice if a traffic study has been conducted and is available for this new proposed development?

6) What type of business will be in this new building? If offices for start up company(s) or just offices. There will be many employees, executives, visitors that can easily exceed the proposed (12) parking spaces. Where are they going to look for parkings for their cars?

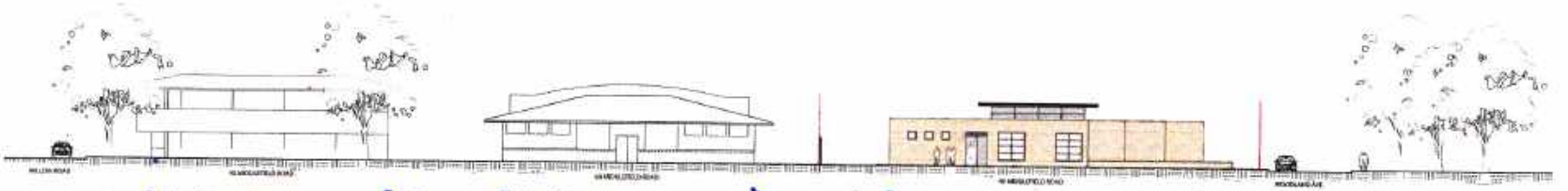
Thank you for your consideration of the neighborhood's concerns,

Sincerely,

Loretta and Yee Hung Lum

G20

WOODLAND AVE STREETSCAPE 2
SCALE: 1/16" = 1'-0"



IELD ROAD STREETSCAPE 1
SCALE: 1/16" = 1'-0"

SPACE BETWEEN BUILDINGS DO NOT MATCH A1.1.

HAYES GROUP ARCHITECTS

HAYES GROUP ARCHITECTS, INC.
2657 SPRING STREET
REDWOOD CITY, CA 94063
P: 650.365.9566
F: 650.365.9625
www.thehayesgroup.com

PROJECT ADDRESS:
40 MIDDLEFIELD ROAD
MENLO PARK, CA
94025

ISSUANCE:

SHEET REVISIONS
△
△
△
△
△
△

DRAWING CONTENT:
STREETSCAPES,
SITE PHOTOS

STAMP:

JOB NUMBER:
1708.00

SCALE:
As Noted

DRAWN BY:
HP

All drawings, and written materials constituted herein constitute the original & unpublished work of the Architect and the same may not be duplicated, used or disclosed without the written consent of the Architect.
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DRAWING NUMBER:
A0.2

Rev: 03/18/17
PD Set: 1708.00 Boundary.vwx

G21

A0.2 SHOW ℄ IN ODD LOCATIONS AND NOT SIMILARLY SPACED.

Smith, Tom A

From: Susu Ribaudo <susu_ribaudo@yahoo.com>
Sent: Sunday, December 3, 2017 1:19 PM
To: _Planning Commission
Subject: Comments re: 40 Middlefield Road

Dear Commission:

It's preposterous to me that the city is proposing MORE development after we (Willows residents) have clearly voiced dangerous and frustrating traffic conditions in this area ... THEN the new 101 interchange made things dramatically worse and traffic at Middlefield and Willow is complete gridlock. The city wants to FURTHER add to the chaos? I'm beyond frustrated at how "out of touch" this seems.

Some points about this potential development:

1) their request for parking reduction of 10 spaces where 22 are required (overflow will park in the already constrained Willow Market lot or on neighborhood streets like Baywood). I support Nick & Willow Market and don't want to add to their parking and delivery issues. I also support Joanie & Applebee Pre-School to keep her drop/off and pick/up of pre-school age children safe. I also support Baywood residents to mitigate added pollution and crowded streets, which will make the already dangerous cut-through driving conditions worse and more dangerous.

2) the one-way driveway entrance from Middlefield, placed between the Market entry and Woodland, adding a third left turn from Middlefield southbound in the span of less than 50 feet. Absurd! Come and check this out for yourselves any weekday afternoon (schedule over an hour to get here and back though!)

3) the location of the alley-access parking spots will inevitably encourage people to enter the alley the wrong direction, creating a safety issue for pedestrians, bikes, and other cars using the alley.

This is another future nightmare for an area that is already such a mess. Please focus on cleaning up our current situation before making it even worse.

A very frustrated resident of the Willows, Susu Ribaudo

Smith, Tom A

From: Smith Jessica <jellens21@gmail.com>
Sent: Sunday, December 3, 2017 1:36 PM
To: _Planning Commission
Subject: 40 Middlefield

Dear Planning Commission,

I am writing to express my concerns regarding the proposed building at 40 Middlefield.

As a resident of the Willows neighborhood I foresee several negative impacts the quality of life of our resident and success of our local businesses as a direct impact of this proposed building.

1. Parking
The current request for parking reduction of 10 spaces where 22 are required means that overflow parker's will park in the already constrained Willow Market lot or on neighborhood streets like Baywood or further.

2. Traffic build up and flow
We already have a gridlock situation throughout the Willows. Adding yet another set of commuters will further exacerbate this issue. We must solve the overall traffic flow before we add MORE.

Additionally, adding the one-way driveway entrance from Middlefield, placed between the Market entry and Woodland, adding a third left turn from Middlefield southbound in the span of less than 50 feet. This is a recipe for poor traffic flow adding to the gridlock situation.

3. Safety
The location of the alley-access parking spots will inevitably encourage people to enter the alley the wrong direction, creating a safety issue for pedestrians, bikes, and other cars using the alley.

4. Negative impact on local businesses
One of the reasons we love living in the Willows are the wonderful small businesses that surround us. We are so fortunate to have businesses like the Willows Market and Applebee's Preschool. They are important part of the fabric of our community. We must consider their success as part of any development planning.

5. Quality of life
Each of the above impact the overall quality of life of all of us living in and around the Willows neighborhood. Let ensure we are planning thoughtfully. We must keep in mind traffic volume and flow, safety and our precious local businesses.

Thank you,

Jessica Smith
Willows Resident
505 Gilbert Ave
617-501-3244

Smith, Tom A

From: Rachel Modena Barasch <rachel@modenabarasch.com>
Sent: Sunday, December 3, 2017 2:24 PM
To: _Planning Commission
Subject: What a nightmare!!!!!!!!!

Importance: High

Dear Planning Commission,

Do you hate the residents you represent? You have taken a beautiful city and destroyed it.

I have now learned about a new development on 40 Middlefield Road near the Willow Market. What a terrible idea!

The petition is asking for a reduction of parking spaces of 10 spaces where at least 22 are required. There are young children who attend Applee-bee Preschool who will be put at risk due to the additional traffic and the horrible inconsiderate drivers.

This will increase an already horrific traffic situation that everyone in the Willows is dealing with horrific traffic conditions due to your facebook appeasement and non-planning.

Woodland is already a nightmare…. this adds additional grid lock. I currently cannot get out of my driveway past 3:00PM without fear of getting hit by speeding traffic trying to find a way to 101.

Your poor decisions have already turned Pope Street and the rest of the Willows into a nightmare for residents and their children. I urge you to not compound the nightmare you have created.

Sincerely,

Rachel Modena Barasch
resident of the Willows for 23 years

Smith, Tom A

From: Jessica <jasschilling@yahoo.com>
Sent: Sunday, December 3, 2017 3:18 PM
To: _Planning Commission
Subject: 40 Middlefield Road

To whom this may concern :

This proposed development would be a complete nightmare to already frustrated residents of the Willows. The safety and quality of living issues are already out of control over here . The planned reduction of parking spaces is literally crazy and the left turn into the proposed parking lot seems crazy too. No one can even get out or into the Willows at that intersection as it is right now . We all add 15 minutes to our commute time just leaving the neighborhood to gain access to willow or Middlefield.
Please do not approve the plans that have been asked for .

Concerned homeowner in the Willows,
Jessica Schilling

Sent from my iPhone

Smith, Tom A

From: Enrique Cuellar <cuellar.e@gmail.com>
Sent: Sunday, December 3, 2017 4:59 PM
To: _Planning Commission
Cc: Judith Wilson
Subject: Proposed new construction next to the Willows Market

I am totally opposed to this project. It will impact the Market, which is heavily used by the neighborhood and is of real value to the community. It will impact the nursery school. Spillover parking (thanks to the ill-considered waiver on parking) will only mean that the streets will become daytime parking lots. This is truly a bad idea. Please listen to the community that will be impacted! You are supposed to represent us!

-e

Enrique Cuellar
cuellar.e@gmail.com
+1.408-406.6499

Smith, Tom A

From: Sara <saranade22@hotmail.com>
Sent: Sunday, December 3, 2017 5:26 PM
To: _Planning Commission
Subject: 40 Middlefield Rd.

Dear MP Planning Commission,

I believe you have heard from many local residents about this proposal, and I echo their concerns.

The idea that this development is requesting a waiver for about 50% of the appropriate parking is ridiculous. This overflow will hurt our local market, preschool and nearby residents who already struggle with street parking. We want to keep our local small businesses alive and thriving. And as a parent of three young children I want to make sure the preschool families are safe during pickup and drop off. I regularly send my oldest to the Willows Market on his bike with his Dad and the current traffic/parking situation already makes me nervous as is!

The transit situation in the Willows neighborhood is in very bad shape. Any development of that space needs to be very thoughtful in regards to this.

Thank you for your attention.

Sara Styles
390 O'Connor Street

Smith, Tom A

From: Steve Taffee <steve.taffee@gmail.com>
Sent: Sunday, December 3, 2017 9:05 PM
To: Smith, Tom A
Subject: 40 Middlefield Road Proposal - Use Permit & Architectural Control/NMSBPCSLDHB

Any reduction of the required 22 parking spaces for the building proposed at 40 Middlefield Road is unacceptable. Given the proximity to the San Francisquito Creek, underground parking should not be permitted. Any parking on the site should use permeable asphalt or similar product with mitigations to slow or eliminate flow into the creek.

This site is very small. Its use as for almost any commercial enterprise is very limited. A better use of the lot would be green space or perhaps another public use that might address transit issues along the Middlefield/Willow. Surely we can be more creative than office space with inadequate parking in a crowded, residential neighborhood next to a market that is already hurting for parking space.

Steve Taffee
m:415-613-6684 | e:steve.taffee@gmail.com | w:stevetaffee.com | a:600 Willow Rd Unit 10 Menlo Park, CA 94025-2676

Don't print this, Ok?

Smith, Tom A

From: Sydney Sloan <sydsloan123@gmail.com>
Sent: Monday, December 4, 2017 6:52 AM
To: _Planning Commission
Subject: No more buildings on willow / woodland

Please do not approve yet another commercial space at this already over crowded intersection.

There are already 3 empty commercial building at willow and middlefield. When those are occupied it will further contribute to the horrific amount of traffic we are experiencing.

Please reclaim this lot and use it wisely to lessen traffic congestion and improve green space. This is an entrance into Menlo Park and I believe we can make a lovely welcoming entrance versus yet another commercial building that is unwanted by residents.

Please focus on our quality of life and safety of our community. We don't need more commercial buildings in a residential area.

Thank you.

Sydney Sloan
339 Trenton Way
Willows resident

Sent from my iPhone

Smith, Tom A

From: The Evans Family <4_evans@sbcglobal.net>
Sent: Monday, December 4, 2017 8:00 AM
To: _Planning Commission
Subject: Proposed new building at corner of Middlefield and Woodland

TO the Planning Commission,

We are wondering how this proposal can even be considered instead of sending it directly back to the drawing board.

Please go and stand on that corner from 3:30 - 6:30 for a couple of weekdays and see what is happening there, nearly every evening.

Here's what's wrong with this proposal:

- It creates a traffic hazard and further backup by providing a third right-hand turn off of north-bound Middlefield in the space of half of a block.
- It creates a third left-hand turn off of the small turn lane on south-bound Middlefield. This lane is already packed. Jockeying for position in this lane at rush hour will just cause further backup in the other Middlefield lanes. In fact, to get a taste of what it might be like, try pulling into that vacant lot on a food truck night!
- Having an exit on the back, one-way road, will allow drivers to enter via that route, even though it would be illegal (because it would be faster).
- Allowing 10 parking spaces to be moved on to the neighboring street. Really? 10 cars would essentially fill both sides of that next street, or maybe even park in the driveways of those houses along the back of this proposed building.
- Allowing parking in the market lot? Really? Willow Market is a small business that is used by most of the Willows neighborhood, along with people from other areas; and it does a brisk lunch-time business. It already has very limited parking. To say that they can absorb 10 spaces for this office building is asking way too much from this business.

Please do not allow this plan to be approved as is. Just as a start, it needs to require fewer parking spaces.

Thank you for your time.
Bill and Lynn Evans
1409 Woodland Ave

Smith, Tom A

From: Muenzer, Mark E
Sent: Monday, December 4, 2017 10:32 AM
To: Smith, Tom A
Subject: FW: Willows Traffic Nightmare

From: David Emery [mailto:davidaemery@aol.com]
Sent: Monday, December 4, 2017 10:03 AM
To: _CCIN
Subject: Willows Traffic Nightmare

I attended the Menlo Park Traffic Commission meeting last month and related how I was almost hit on my bike riding home from the Willows Market by a crazed commuter going around me to the right when I was making a left turn. And yes, I had my hand up indicating I was making a left turn.

I reviewed the recent proposed temporary street changes to protect Chester, Durham and O'Keefe from the spike in cut-through traffic caused by the Willow/101 interchange re-work and I don't think that will address the problem.

Even though Menlo Park installed temporary No Thru Traffic signs, the traffic has not decreased from commuters. They are keenly aware of the short cut that they have been using for years and a temporary sign is not discouraging them. I am afraid that the recent proposed temporary street changes to protect Chester, Durham and O'Keefe will exacerbate the problem because of the continuing cut through traffic and the law abiding citizens adhering to the new plan will result in both cut through traffic and additional traffic on Gilbert resulting in traffic jams as bad as is on Willows currently.

Proposed commercial building at 40 Middlefield.

1) their request for parking reduction of 10 spaces where 22 are required (overflow will park in the already constrained Willow Market lot or on neighborhood streets like Baywood. Let's support Nick & Willow Market and not add to their parking and delivery issues. Let's also support Joanie & Applebee Pre-School to keep her drop/off and pick/up of pre-school age children safe. Let's also support Baywood residents to mitigate added pollution and crowded streets which will make the already dangerous driving conditions worse.

2) the one-way driveway entrance from Middlefield, placed between the Market entry and Woodland, adding a third left turn from Middlefield southbound in the span of less than 50 feet. Absurd!

3) the location of the alley-access parking spots will inevitably encourage people to enter the alley the wrong direction, creating a safety issue for pedestrians, bikes, and other cars using the alley.

Let's use the lot as green space. Showcase an entrance into Menlo Park just like Palo Alto has done on the adjacent side of Middlefield road. It has green space and a nice sign welcoming people to Palo Alto.

DO NOT add the problems that we already face! This is already much more than just additional traffic in our neighborhood, it is a serious safety issue now. I am extremely lucky I didn't get hit by the commuter that went around me when I was making a turn on my bike and there are a lot of young children riding their bikes to and from school who do not pay attention. Is it going to take someone getting hurt, before the City Council does the right thing and limit traffic through our neighborhood?

David Emery

Sent from Mail for Windows 10

Smith, Tom A

From: Kelly Blythe <kelly@csmarine.com>
Sent: Monday, December 4, 2017 11:18 AM
To: _Planning Commission
Subject: 40 Middlefield Road - opposed

Dear Planning Commission

I am writing to oppose the new project at 40 Middlefield. As a homeowner on Willow, there is already enough traffic – adding another 3600 sf building and the associated traffic is not going to help.

But traffic is only a side concern. What really bothers me is that they want to provide only 12 parking spaces, when 22 are required.

There is a reason that 22 parking spaces are required for the project. To request deviation from this, and by such a significant amount, is unreasonable. If they were requesting 20, that would be different, but a more than 50% reduction is completely unrealistic.

I request that you reject the project as currently submitted.

Regards,

Kelly Blythe
600 Willow Road
707-290-8448 mobile

Smith, Tom A

From: Michele Calos <calos@stanford.edu>
Sent: Monday, December 4, 2017 11:31 AM
To: _Planning Commission
Subject: 40 Middlefield Road

The unused lot next to the Willow Market would be ideal for a pocket park, with plantings and a few benches. It could be called the Willow Gate Park and would mark a friendly entrance to Menlo Park from Palo Alto.

This would be a great project for the city of Menlo Park to undertake, with participation and support from the Willows neighborhood and the market.

- michele

Michele Calos, Ph.D.
Professor, Department of Genetics
Stanford University School of Medicine
Stanford, CA 94305-5120
calos@stanford.edu
www.stanford.edu/~calos/

Smith, Tom A

From: hamiltonc@gtlaw.com
Sent: Monday, December 4, 2017 11:46 AM
To: _Planning Commission
Subject: Proposed Building at 40 Middlefield

I am writing to express my extreme opposition to the proposed plans for 40 Middlefield. I live at 523 Central Ave. in the Willows.

My daughter attends Applebee preschool and I frequently take her via bicycle. The narrow one way streets, near blind turns and delivery trucks servicing Willows market in that intersection are challenging even with a vacant lot there. The added visual impairments, construction traffic, and car traffic associated with the proposed construction would make an already untenable situation completely unsafe.

Whatever structure is intended for that space should require no further parking spaces than what can fit onto the existing lot. Ideally, that lot should be rezoned residential or converted to park space to minimize any further commercial impact in an area that is already suffering from too much traffic.

I have lived in the willows for seven years, and in that seven years I have seen my neighborhood converted from the quiet residential area I signed on for into a non-stop stream of traffic that rivals Willow road, but with none of the street lights and accompanying safety precautions, from 3-7 pm that endangers the safety of my children, who bike and scooter in the area and sometimes have to wait several minutes until cut-through commuter traffic on Central stops long enough for them to cross.

Enough is enough. No further commercial projects in this neighborhood should be allowed. This project should be denied immediately and alternate uses proposed.

Cindy Hamilton
523 Central Ave

If you are not an intended recipient of confidential and privileged information in this email, please delete it, notify us immediately at postmaster@gtlaw.com, and do not use or disseminate such information.

Smith, Tom A

From: Susan Bryan <tucson103@att.net>
Sent: Monday, December 4, 2017 12:21 PM
To: _Planning Commission
Subject: Pocket park by Willows Market on Middlefield

Dear Planners: I would like to add my enthusiastic support to the recent idea of a pocket park by the Willows Market on Middlefield where the gas station used to be. The food truck night at the Market is already a community gathering spot. A park would just enlarge a tradition already started by the neighbors and the local business.

Thank you for your good work examining every detail of every suggestion.

Susan

Smith, Tom A

From: Melissa Bruce <bigdoglover@dslextreme.com>
Sent: Monday, December 4, 2017 12:46 PM
To: _Planning Commission
Subject: Regarding 40 Middlefield Road

Dear Planning Commission,

I would like to voice my concern regarding the proposed building at 40 Middlefield Road. I don't understand why this wasn't simply rejected when the plan calls for only 12 parking spaces when 22 would be needed (where will the others park? Neighborhood streets? The alleyway?). I'm also very concerned that this will add to the already horrendous traffic situation in the area.

Please reject this plan.

Sincerely,
Melissa Bruce
Willows Resident

Smith, Tom A

From: Jeff PRUDHOMME <prudkap@att.net>
Sent: Monday, December 4, 2017 1:24 PM
To: _Planning Commission
Subject: Proposed project at 40 Middlefield Rd, MP

Dear Planning Commission,
My family has lived on Woodland Ave, near this proposed project since 1991. That land area is complicated in use because of the highly use Willow market, the ally way exit from the market for vehicles and delivery trucks and the pick up/ drop off at Apple Bee PreSchool. There is also the food truck and parking which would no longer be available.

Because of the traffic issues that are a growing concern there needs to be a complete plan in place regarding the Woodland Ave entrance at Middlefield along with other measures to control cut through traffic in the Willows (the signage is not enforceable and will not be respected so a better design needs to be established) before a “new building” is considered for that property. The building has to be lower priority because the building project will make the issue worse and limit the choices for traffic control.

Also, any future project must meet its required parking without encroachment on the ally or Willows Market Parking.

Regards,

Jeff Prudhomme

Sent from my iPhone

Smith, Tom A

From: nancy <ng.rankin@gmail.com>
Sent: Monday, December 4, 2017 5:52 PM
To: _Planning Commission
Subject: 40 Middlefield

Hello,

As a concerned resident of the Willows, I am writing you to request that a parking space reduction variance not be granted to the development of office space at 40 Middlefield. If an office space needs 22 parking spaces, they should provide that many. It is not fair to the surrounding homeowners and businesses to reduce the number of spaces and have the overflow spread out affecting others.

Thank you for your consideration.
Nancy Rankin

Smith, Tom A

From: Vicky Wen <vichwen@gmail.com>
Sent: Tuesday, December 5, 2017 10:59 AM
To: Smith, Tom A; _Planning Commission
Subject: Comments on Permit & Architectural Control/NMSBPCSLDHB/40 Middlefield Road

Hi,

I am a Menlo Park resident and home-owner and I am writing to express my opinion on the development of 40 Middlefield Road. My daughter is attending Applebee, the preschool behind Willow Market. The development of the lot for a 3600 sqft commercial building is going to make the access to school very congested. The reduction of the space shows the proposed structure larger than what that tiny lot is able to accommodate. I hope the city takes into account the traffic situation in that already busy intersection and the access to school for our families.

Regards,
Vicky Wen
1032 Ringwood Ave
Menlo Park

Smith, Tom A

From: Katie Znameroski <katieznameroski@gmail.com>
Sent: Tuesday, December 5, 2017 12:39 PM
To: _Planning Commission; Smith, Tom A
Subject: Comment on use permit request for Middlefield road

Hi Tom,

My name is Kathryn Znameroski and I live at 215 Pope Street in Menlo Park. I'm writing to express concern about the proposed development at the corner of Middlefield and Woodland. I understand from the application that the developer has requested a reduction in the number of parking spaces.

My child attends Applebee's Preschool, which is located right behind the Willow's Market, and I'm a frequent shopper at Willows. From my experience, this is already a congested spot, and I worry that the developer is not accounting for the necessary number of parking spaces. There is no street parking on Middlefield in this area, so it seems like any overflow would impact The Willows Market or the Willows neighborhood. I would appreciate it if you give this aspect extra attention in your review.

It would be great to see the lot developed, but I question the need for more office space when there is currently space for rent on three corners of the Middlefield/Willow intersection.

Please let me know if you have any questions about my concerns.

Regards,
Katie
650-388-6650

Smith, Tom A

From: David Belden <david.belden@gmail.com>
Sent: Tuesday, December 5, 2017 1:18 PM
To: _Planning Commission; Smith, Tom A
Subject: 40 Middlefield parking space reduction request

Hi Tom, Planning commission,

My young family and I live at 108 Clover Lane, just around the corner from the 40 Middlefield lot and we received a flyer in the mail about the request to approve a reduction in parking spaces for the commercial structure for that site.

I oppose approving that request for two main reasons.

1. Our kids attend the Applebees preschool and adding more cars to the lot without the necessary additional parking spots will make it harder for parents to drop off and pick their kids.

2. Not having enough spots will just push more parking and traffic into the Willows residential area. Menlo Park came up with commercial parking requirements for a reason, and wanting to develop a structure larger than the lot can accommodate if the parking requirements are followed doesn't seem like a good enough reason to make the surrounding neighborhood pick up the additional traffic and parking.

Sure, the developer will want to maximize returns on his investment by making the structure as big as possible, pushing the parking into the neighborhood, a neighborhood that is already having some serious traffic issues. This would be one more thing exacerbating the traffic issue. I would also think that the visitors would end up parking in spots designated for the Willows Market, which might hurt their business if their customers can't find spots.

I think the right path forward is to require the developer to size the building appropriately for the lot so that they can provide the correct number of spots per Menlo Park's parking requirements. That will mean not approving the request

Regards,
David Belden
108 Clover Ln
Menlo Park CA 94025
650-269-3405

Smith, Tom A

From: Christine Utter <christyutt@gmail.com>
Sent: Tuesday, December 5, 2017 1:39 PM
To: _Planning Commission
Subject: Comments on development proposal for 40 Middlefield Rd

Dear Menlo Park Planning Commission:

I just wanted to voice my concern about a proposed plan for the development of 40 Middlefield Rd. My understanding is that the developers are asking for a waiver of some of the required parking spaces. As a parent of a child at the neighboring Applebee Preschool and a frequent shopper at the Willows Market, I'm concerned that this would make an already impacted parking situation even worse and adversely affect two businesses I care about (especially my child's wonderful school, of course!).

I hope that whatever development plan is approved will include adequate parking so that the neighboring school and store will not lose business.

Thank you for your consideration,

Christine Utter
Parent of Applebee student Peninsula School Teacher
725 12th Ave.
Menlo Park, CA 94025
christyutt@gmail.com

Smith, Tom A

From: Theo Goguely <theogoguely@gmail.com>
Sent: Tuesday, December 5, 2017 3:29 PM
To: Smith, Tom A
Subject: Concern about planned proposal

Hi Tom,

I wanted to reach out as I am very concerned about the proposed development for Use Permit & Architectural Control/NMSBPCSLDHB/40 Middlefield Road. While the building proposal is great, the requested reduction in necessary parking spaces by almost half is not. That area is already at a premium for parking, and is on a very very busy and congested intersection of Woodland, Middlefield and Willow Roads where there is no surplus parking in the area that can absorb these new plans.

Thanks for reconsidering,

-theo goguely
650-248-3300

Smith, Tom A

From: Lea Rice <leanrice@gmail.com>
Sent: Tuesday, December 5, 2017 4:11 PM
To: _Planning Commission
Subject: 40 Middlefield Road

Dear Planning Commission:

I am writing to express my concerns and opposition to the proposed plans for 40 Middlefield. I live on Grayson Court in the Willows neighborhood. As a resident of Menlo Park I foresee several negative impacts to the quality of life of our residents and of our local business as a direct impact of this proposed building.

1. Parking: My son attends Applebee preschool and I frequently take him and pick him up from school. The narrow one way streets, near blind turns and delivery trucks servicing Willows market in that intersection are challenging even with a vacant lot there. The added visual impairments, construction traffic, and car traffic associated with the proposed construction would make an already untenable situation completely unsafe.

Whatever structure is intended for that space should require no further parking spaces than what can fit onto the existing lot. It was purchased with full knowledge that the small space would have development limitations, and those should be enforced to the fullest extent. Preferably, that lot should be rezoned residential (earmarked for firefighter or teacher use) or converted to park space to minimize any further commercial impact in an area that is already suffering from too much traffic.

2. Safety: The location of the alley access parking spots will encourage people to enter the alley in the wrong direction, creating a safety issue for pedestrians such as our very young children entering and exiting Applebee, bikes and other cars using the alley.

3. Negative Impact on Local Businesses: Willows Market and Applebee's are an important part of the local community and provide valuable services directly to its residents. This project negatively impacts these local business for the reasons stated above, and their use should have priority over newly proposed commercial development, especially when there are vacant commercial properties sitting in that very intersection. The Willows already has a very significant problem with gridlock traffic during peak commute hours that can make it difficult to access both Willows Market and Applebee. Our first priority should be safety to our residents, and reducing traffic volume and flow, not increasing it through commercial development that is purposely designed to exacerbate these problems.

These are my concerns and I plan to attend the planning commission meeting to voice these concerns in person, if necessary. My hope is that the protest of residents like myself will prevent this proposal from moving forward at all until it is reconfigured to comply with existing parking requirements.

Thank you,
Lea and David Rice
Grayson Court 94025

Smith, Tom A

From: Jenny Michel <jmichel@orchardcommercial.com>
Sent: Tuesday, December 5, 2017 4:26 PM
To: _Planning Commission
Subject: Proposed Development at 40 Middlefield (next to Applebee) - Residential Concerns
Attachments: 40 Middlefield_Marked.pdf

Importance: High

Dear Menlo Park Planning,

I have reviewed the plans proposed for development at 40 Middlefield Road in Menlo Park and am writing to express my concerns and opposition to the proposed plans for 40 Middlefield. I live at 565 Willow Road, #10, Menlo Park. As a longtime resident of Menlo Park and also a graduate of Peninsula School, I foresee several negative impacts to the quality of life of our residents and of our local business as a direct impact of this proposed building.

- Parking - My three year old son attends Applebee preschool (full-time 7:30 am to 5:30pm M-F), which fronts behind the Willows Market. We also frequent the Willows Market on the weekends, so we visit this location at least once a day if not two or more times. The narrow one way driveway, behind Willows Market, near blind turns and delivery trucks servicing Willows market block that intersection and are challenging even with a vacant lot there! The added visual impairments, construction traffic, and car traffic associated with the proposed construction would make an already untenable situation completely unsafe. You would have to address the Preschool traffic along with the construction traffic. Whatever structure is intended for that space should require no further parking spaces than what can fit onto the existing lot. It was purchased with full knowledge that the small space would have development limitations, and those should be enforced to the fullest extent. Preferably, that lot should be rezoned residential (earmarked for firefighter or teacher use) or converted to park space to minimize any further commercial impact in an area that is already suffering from too much traffic. I request more stalls are added to the proposed plans.
- Safety - The location of the alley access parking spots will encourage people to enter the alley in the wrong direction, which happens now with the vacant lot, creating a safety issue for pedestrians such as our very young children entering and exiting Applebee, bikes and other cars using the alley. The Mack trucks making deliveries to Willows, completely block access to the driveway, thus creating more safety concerns.
- Negative Impact on Local Businesses - Willows Market and Applebee's are an important part of the local community and provide valuable services directly to its residents. This project negatively impacts these local business for the reasons stated above, and their use should have priority over newly proposed commercial development, especially when there are vacant commercial properties sitting in that very intersection. The Willows already has a very significant problem with gridlock traffic during peak commute hours that can make it difficult or impossible to access both Willows Market and Applebee's. Most nights I park on Baywood Avenue and walk over. Our first priority should be safety to our residents, and reducing traffic volume and flow, not increasing it through commercial development that is purposely designed to exacerbate these problems.

These are my concerns, and I plan to attend the planning commission meeting to voice these concerns in person with other parents and residents, if necessary. My hope is that the protest of residents like myself will prevent this proposal from moving forward at all until it is reconfigured to comply with existing parking requirements and all safety concerns are appropriately addressed.

Best regards,

Jenny Michel
Assistant Property Manager
CA RE License #01900228
ORCHARD COMMERCIAL, INC.
2735 Sand Hill Road
Menlo Park, CA 94025
(408) 955-1447 Direct

CORPORATE HEADQUARTERS
2055 Laurelwood Road, Suite 130
Santa Clara, CA 95054
(408) 922-0400 Office
(408) 922-0157 Fax
jmichel@OrchardCommercial.com
www.OrchardCommercial.com

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Smith, Tom A

From: Melisa Gourley <melisagourley@me.com>
Sent: Tuesday, December 5, 2017 4:54 PM
To: _Planning Commission
Cc: Justin Gourley
Subject: Concerns for 40 Middlefield

Dear Planning Commission:

I am writing to express my concerns and opposition to the proposed plans for 40 Middlefield. I live at 403 Laurel Ave in the Willows. As a resident of Menlo Park, I foresee several negative impacts to the quality of life of our residents and of our local business as a direct impact of this proposed building.

Parking:

My son attends Applebee Preschool and I frequent this parking lot twice a day at varied hours of the day. The narrow one way streets, near blind turns and delivery trucks servicing Willows Market in that intersection are challenging even with a vacant lot there. The added visual impairments, construction traffic, and car traffic associated with the proposed construction would make an already untenable situation completely unsafe.

Whatever structure is intended for that space should require no further parking spaces than what can fit onto the existing lot. It was purchased with full knowledge that the small space would have development limitations, and those should be enforced to the fullest extent. Preferably, that lot should be rezoned residential (earmarked for firefighter or teacher use) or better yet converted to park space to minimize any further commercial impact in an area that is already suffering from too much traffic.

Safety:

The location of the alley access parking spots will encourage people to enter the alley in the wrong direction, creating a safety issue for pedestrians such as our very young children entering and exiting Applebee, bikes and other cars using the alley.

Negative Impact on Local Businesses:

Willows Market and Applebee's are an important part of the local community and provide valuable services directly to its residents. This project negatively impacts these local business for the reasons stated above, and their use should have priority over newly proposed commercial development, especially when there are vacant commercial properties sitting in that very intersection. The Willows already has a very significant problem with gridlock traffic during peak commute hours that can make it difficult to access both Willows Market and Applebee. Our first priority should be safety to our residents, and reducing traffic volume and flow, not increasing it through commercial development that is purposely designed to exacerbate these problems.

My hope is that the protest of residents like myself will prevent this proposal from moving forward at all until it is reconfigured to comply with existing parking requirements.

Regards,

Melisa Gourley
403 Laurel Ave
Menlo Park, CA 94025

Smith, Tom A

From: Katherine Brubaker <katebru@brufam.org>
Sent: Tuesday, December 5, 2017 6:28 PM
To: _Planning Commission
Subject: ** building at 40 Middlefield

Importance: Low

With all of the traffic issues on Willow road, PLEASE DO NOT even consider allowing any structure to be built at that site on Middlefield. Perhaps after the Willow clover leaf has been completed and the effect on Willow Road traffic known, then one can consider building. But PLEASE have mercy on the poor homeowners in the Willows who have been so adversely impacted by the traffic on our streets and the fact that we are essentially “land locked” between the hours of 4-7 pm.
Sincerely
Katherine Brubaker
303 Trenton Way
Menlo Park, CA

Smith, Tom A

From: Jenny Michel <jmichel@orchardcommercial.com>
Sent: Wednesday, December 6, 2017 12:06 PM
To: _Planning Commission
Subject: RE: Proposed Development at 40 Middlefield (next to Applebee) - Residential Concerns

Dear Planning,

Also, I forgot to mention my concern regarding the proposed removal of the sidewalk on Woodland to Middlefield. That will create very considerable safety concerns since neither side of Woodland would have side walk for pedestrian traffic. That intersection is very dangerous as it is because the north bound traffic on Middlefield approaching Woodland and Willows Market is a blind corner with pedestrian traffic coming from Palo Alto Avenue on the west side of Middlefield.

This morning I saw two pedestrians running in the middle of Middlefield traffic. Have you considered a crosswalk there? Or is that in the Palo Alto City limits?

Also this morning, we witnessed two vehicles going the wrong way and speeding down the driveway from Woodland into the Willows Market parking lot. More signage at least should be posted to show WRONG WAY!

Thank you again for your time and consideration on this matter,

Best regards,

Jenny Michel
Assistant Property Manager
CA RE License #01900228
ORCHARD COMMERCIAL, INC.
2735 Sand Hill Road
Menlo Park, CA 94025
(408) 955-1447 Direct
(408) 922-0400 Office

From: Jenny Michel
Sent: Tuesday, December 05, 2017 4:26 PM
To: planning.commission@menlopark.org
Subject: Proposed Development at 40 Middlefield (next to Applebee) - Residential Concerns
Importance: High

Dear Menlo Park Planning,

I have reviewed the plans proposed for development at 40 Middlefield Road in Menlo Park and am writing to express my concerns and opposition to the proposed plans for 40 Middlefield. I live at 565 Willow Road, #10, Menlo Park. As a longtime resident of Menlo Park and also a graduate of Peninsula School, I foresee several negative impacts to the quality of life of our residents and of our local business as a direct impact of this proposed building.

- Parking - My three year old son attends Applebee preschool (full-time 7:30 am to 5:30pm M-F), which fronts behind the Willows Market. We also frequent the Willows Market on the weekends, so we visit this location at least once a day if not two or more times. The narrow one way driveway, behind Willows Market, near blind turns and delivery trucks servicing Willows

market block that intersection and are challenging even with a vacant lot there! The added visual impairments, construction traffic, and car traffic associated with the proposed construction would make an already untenable situation completely unsafe. You would have to address the Preschool traffic along with the construction traffic. Whatever structure is intended for that space should require no further parking spaces than what can fit onto the existing lot. It was purchased with full knowledge that the small space would have development limitations, and those should be enforced to the fullest extent. Preferably, that lot should be rezoned residential (earmarked for firefighter or teacher use) or converted to park space to minimize any further commercial impact in an area that is already suffering from too much traffic. I request more stalls are added to the proposed plans.

- Safety - The location of the alley access parking spots will encourage people to enter the alley in the wrong direction, which happens now with the vacant lot, creating a safety issue for pedestrians such as our very young children entering and exiting Applebee, bikes and other cars using the alley. The Mack trucks making deliveries to Willows, completely block access to the driveway, thus creating more safety concerns.
- Negative Impact on Local Businesses - Willows Market and Applebee's are an important part of the local community and provide valuable services directly to its residents. This project negatively impacts these local business for the reasons stated above, and their use should have priority over newly proposed commercial development, especially when there are vacant commercial properties sitting in that very intersection. The Willows already has a very significant problem with gridlock traffic during peak commute hours that can make it difficult or impossible to access both Willows Market and Applebee's. Most nights I park on Baywood Avenue and walk over. Our first priority should be safety to our residents, and reducing traffic volume and flow, not increasing it through commercial development that is purposely designed to exacerbate these problems.

These are my concerns, and I plan to attend the planning commission meeting to voice these concerns in person with other parents and residents, if necessary. My hope is that the protest of residents like myself will prevent this proposal from moving forward at all until it is reconfigured to comply with existing parking requirements and all safety concerns are appropriately addressed.

Best regards,

Jenny Michel
Assistant Property Manager
CA RE License #01900228
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www.OrchardCommercial.com

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Smith, Tom A

From: Heather Goudey <hgoudey@yahoo.com>
Sent: Thursday, December 7, 2017 8:35 PM
To: _Planning Commission
Subject: 40 Middlefield Road

Hello Menlo Park Planning Commission,

Thank you for notifying the neighbors of 40 Middlefield Road about the recently submitted plans. I'm excited by the prospect of having something other than a dirt lot on that property. That said, upon examination of the plans, I'm certain this design is not the answer. I'm most concerned about five components.
1) the request for parking reduction of 10 spaces where 22 are required. Overflow will park in the Market lot or on neighborhood streets.
2) the one-way driveway entrance from Middlefield Road, placed between the Market entry and Woodland Avenue, adds a third left turn from Middlefield southbound in the span of <50 feet.
3) the location of the service road-access parking spots will inevitably encourage people to enter the wrong way from Woodland, creating a safety issue for pedestrians, bikes, and other cars using the service road. This service road is heavily used in both directions by bikes and pedestrians as an alternate to Woodland to Middlefield because of the danger of the Woodland-Middlefield corner and of Middlefield Road.
4) the height of the dividing wall between the Market parking lot and the one-way driveway. If a wall is needed, please require it be low enough to permit visibility to cars, and pedestrians of all sizes in the service road, due to the proximity of Applebee Preschool and other normal flow.
5) the proximity of the building to the corner of Woodland and Middlefield. This design looks just like the design of the building at 100 Middlefield in that it comes all the way to the corner. There have been so many close calls between bikes and pedestrians trying to cross from the corner to the island in the crosswalk and cars flying around that corner. The cars must fully stop to see the pedestrian and bike traffic clearly. The 40 Middlefield Road design is the same - low visibility next to a heavily trafficked pedestrian/bike corner.

Thanks for your consideration of my comments. I look forward to the public hearing.

Heather Goudey
105 Clover Lane
Menlo Park

Smith, Tom A

From: Andrew B. Young <andrew@an3e.org>
Sent: Thursday, December 7, 2017 10:22 PM
To: Smith, Tom A
Subject: Comments of Permit & Architectural Control/NMSBPCSLDHB/40 Middlefield Road.
Attachments: 40MiddlefieldRd.docx

Dear Mr. Smith,

Please see the attached comments of Permit & Architectural Control/NMSBPCSLDHB/40 Middlefield Road.

Sincerely,

Andrew B. Young

503 Concord Dr.
Menlo Park

12/7/2017

Andrew B. Young
503 Concord Dr.
Menlo Park, CA 94025

Tom Smith
Associate Planner, Menlo Park
<tasmith@menlopark.org>

Re: Permit & Architectural Control/NMSBPCSLDHB/40 Middlefield Road

Dear Mr. Smith,

I have reviewed the plans to build a new single-story office building, approximately 3,600 square feet in size, on a vacant lot in the C-4 (general commercial) zoning district, at 40 Middlefield Road, and have the following comments.

1) I do not believe that reducing the parking to only twelve spaces will do. Using some basics calculations (appendix A) to determine the likely number of offices in the edifice I find sixteen, at least. This number could be higher depending on how a tenant chooses to configure, or re-configure, the suite. And it is likely the tenant will have customers and visitors. Twelve parking spaces are not enough for occupants, customers, and visitors; the overflow will go to neighborhood streets.

2) The Willows is presently erupting owing to the cut-through traffic avoiding Willow Road. This establishment will certainly compound the problem because 40 Middlefield occupants would surely exit the service road and head East, through the neighborhood. I do not believe the new "No Through Traffic" stipulations would apply since this location is likely part of the Willows. This development will violate the clause "to lessen traffic congestion;" in § 16.02.020 of the City's zoning ordinance, and sub-paragraphs (1) "general welfare of the neighborhood," and (2) "Effect upon traffic conditions," of § 16.02.050.

Sincerely,
/s/ Andrew B. Young

-- continued –

Appendix A, Office space calculations.

Calculation based on the plan's floorplan

Calculations based on the plan's floorplan, where all space north-west of the front entrance is communal (conference table, kitchen, bathrooms/shower/MPOE): approximately 28' x 28' (784sqft), leaves 2816 sqft for individual work area. Halls and corridors within that space use approximately 25% of the total space, 704 sqft, leaving 2112 sqft for offices.

Assuming 120 sqft per office, means 17 offices.

Calculation based on typical usage

Using data from https://mehiganco.com/?p=684 on office space usages, and making some basic assumptions on how a tenant would configure a suite, I calculate the following--

Total suite space: 3,600 sqft.

Halls/Corridors within the space represent approximately 25% of the total space, 900 sqft.
Work Room, one: 125 sqft
Conference Rooms, two: 250 sqft, 150 sqft
Reception Area: 150 sqft
Restroom: 100 sqft

Remaining space for offices: 1925 sqft
Given 120 sqft per office, we have 16 offices.

Smith, Tom A

From: Susu Ribaudo <susu_ribaudo@yahoo.com>
Sent: Monday, April 30, 2018 12:08 PM
To: _Planning Commission
Subject: 40 Middlefield Rd.

Dear Planning Commission,

I'm surprised to hear that the development plan at 40 Middlefield Rd. is moving forward despite tons of backlash from the neighborhood. It seems that we already have a traffic/congestion problem at Willow Rd. & Middlefield Rd. and that adding to that chaotic area would make it much more dangerous for the many pedestrians and bikers (and vehicles). The existing parking lot is already tight serving both Willow Market (including delivery trucks) and Applebee PreSchool (lets keep these little ones safe)! These are 2 important local businesses for our neighborhood that we should respect. The proposed building at 40 Middlefield would further strain this lot and cause additional congestion and may even cause "spillover" parking on nearby Baywood. Not to mention the construction process alone - how long will that take and how will that affect traffic and pedestrian and bike safety? Are you all familiar with this tight parking area? Please stop by on a Monday night when we have our highly valued "food trucks" there and the community meets there for dinner with kids on scooters, etc. Or stop by any weekday morning during preschool "drop off" to see the precious flurry of activity. This is not being thought through and neighbors have already been "speaking out" about existing traffic problems just at this very location. Hope you are not considering further construction and development here.

Thanks,
Susu Ribaudo (resident of Marmona Drive)

Smith, Tom A

From: thedocwat@gmail.com on behalf of Jason O. Watson <jason@jasonowatson.com>
Sent: Monday, April 30, 2018 1:13 PM
To: _Planning Commission
Cc: Smith, Tom A
Subject: 40 Middlefield Road

Dear Planning Commission,

We are writing to oppose the use permit application submitted for 40 Middlefield Road, particularly the request for a reduction in the required parking spaces for this lot. Reducing the number of required parking spaces for this development only seems to benefit the developer -- at the detriment of the surrounding neighborhood. The city's zoning and building requirements should be met, without variance, before this project is allowed to move forward.

We are also concerned with the potentially negative impact the proposed parking / traffic flow layout (multiple turns into and out of Middlefield / Woodland) will have on the surrounding neighborhood, including access into and out of the Willows Market and the preschool that shares a border with the alley. The intersection of Woodland Ave. with Middlefield is already highly congested and a very dangerous area for pedestrians, cyclists and motorists alike. The proposed flow of traffic for this project will only complicate traffic in an extremely busy section of our city.

At a minimum, please do not allow this project to move forward without meeting the City's zoning and building requirements for parking.

Sincerely,

Jason Watson and Shannon Thoke
116 O'Connor Street
Menlo Park, CA 94025

Smith, Tom A

From: Linea Stewart <StewartLJ@sbcglobal.net>
Sent: Monday, April 30, 2018 4:16 PM
To: _Planning Commission
Subject: 40 Middlefield Rd development

The corner by Willow Market is already extremely complicated for turning into the market's parking lot & Woodland Avenue for Willows residents, especially during commute hours (which are stretching longer & longer). Please please please do not approve a business building here, especially one with less than the required parking. This is a neighborhood corner, not a business section of the city.

Thank you for taking our neighborhood needs into account when making this decision.

Sincerely,
Linéa Stewart
& Gary Ahlberg
310 Central Avenue

Smith, Tom A

From: Brian Gilmer <brian@briangilmer.com>
Sent: Monday, April 30, 2018 4:26 PM
To: _Planning Commission; Muenzer, Mark E; _CCIN
Subject: 40 Middlefield Road - Concerns

Planning Commission,

I am writing as a concerned resident of the Willows. I recently learned that the planned project at 40 Middlefield Road is close to approval even though it has met with much opposition from the neighborhood. I know that many people have written to the Planning Commission in the past with their concerns for this project and the variances they are requesting. The project at 40 Middlefield has many problems not the least of which is that they are asking to only have half the required parking spaces. This has been brought up in the past and that concern blow off by the developers. They contend that the business will not need much parking but there is no tenant there yet and once the building is built, no control of who that tenant is and how much parking they would need. They also want to add an additional driveway on Middlefield; this would make the 3 turn in about 100 feet and could pose a danger to pedestrians. I am sure you are aware that the Willows is faced with a large issue with traffic, and has been for several years. Adding a new office building to an area that is already suffering from massive traffic issues is not a sane idea. Finally there is a preschool located very close and the additional traffic poses a danger to those children.

I understand that the developers have the right to build on the property they are leasing, however I hope you take the neighborhood concerns into account and require them to meet the parking requirements for that zoning. Let them build but require that they meet all the requirements set forth by the zoning code and the city. They do not have the support of their neighbors or any residents in the Willows that I know about. If you would care to read next door or to go over the letters sent previously to the Planning Commission, not of those concerns were addressed, you will see the neighborhood does not support this.

Best Regards,

Brian Gilmer

Smith, Tom A

From: The Evans Family <4_evans@sbcglobal.net>
Sent: Monday, April 30, 2018 5:43 PM
To: _Planning Commission
Cc: Bill and Lynn Evans
Subject: Input on 40 Wilow Road proposed development

To the planning commission:

We live in the Willows neighborhood, but will be out of the country when this proposal comes up for discussion on May 14. We would like to once again share our input with all of you (as we did several months ago).

It is just TOO MUCH for this corner/intersection:

1) We do not need another office building in this area. There are already buildings on each corner of Willow Road. This area is not El Camino or downtown. It is our neighborhood.

2) Foregoing the required number of parking spaces means that employees and visitors to this building will park in the neighborhood, in the alley, or (most likely) in the Willows Market parking lot (which already has limited space for shoppers. We don't want street parking to be a "given" in our neighborhood.

3) You must already know the problem that we have with cut-through traffic. Spend some time sitting in this lot during the evening rush hour and see how many cars turn into the Willows from Middlefield Road (despite the No Thru Traffic signs). This building and its occupants will cause even more traffic congestion in this area.

4) Three left turns in basically the distance of a block, where there is lots of foot traffic and crazy, highly-congested rush hour traffic? What are the developers thinking? THis seems prone to problems, accidents, and the like.

5) There is a drop0ff/pickup point in the alley where the preschool is located. THs building may likey cause more alley-way traffic. The area already get congested from the school traffic alone at

Smith, Tom A

From: The Evans Family <4_evans@sbcglobal.net>
Sent: Monday, April 30, 2018 5:47 PM
To: The Evans Family; _Planning Commission
Subject: Re: Input on 40 Wilow Road proposed development

Continuation from above. Sorry, I must have accidentally clicked the Send button.

5) There is a dropoff/pickup point in the alley where the preschool is located. hibuilding may likely cause more alley-way traffic. The alley already gets congested at the rush hour from the school traffic alone.

Thank you for listening to and considering our issues with this planned development.
Bill and Lynn Evans (Willows residents for 20+ years)

On Monday, April 30, 2018 5:43 PM, The Evans Family <4_evans@sbcglobal.net> wrote:

To the planning commission:

We live in the Willows neighborhood, but will be out of the country when this proposal comes up for discussion on May 14. We would like to once again share our input with all of you (as we did several months ago).

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Smith, Tom A

From: Lola Walker <lolawalker@mac.com>
Sent: Monday, April 30, 2018 5:58 PM
To: _Planning Commission
Subject: 40 Middlefield Rd Project

Planning Commission Members,

I believe Menlo Park has approved too many projects in recent years, most notably the outrageous FB expansion. We who have lived on the Peninsula since the early 60s have seen staggering changes, most of which adversely impact the quality of living in MP, such as the traffic congestion, which is the issue I am most concerned about.

Ergo, the Planning Commission should take very seriously the opinions of the residents in The Willows who will be most directly affected by approving some very strange parking situation for the 40 Middlefield property. That whole section has become nightmarish during rush hours. Please be a smart, responsible body of commissioners and restrict what gets approved to a minimal development with responsible parking/entrances/exits. Frankly, I don't believe any office build should be built on that rather small awkward lot.

Lola Walker

Smith, Tom A

From: John Grundy <john@grundy.us>
Sent: Monday, April 30, 2018 9:52 PM
To: _Planning Commission
Subject: 40 Middlefield Road

Menlo Park Planning Commissioners,
My request today is that we hold the property owners of 40 Middlefield Road to the same parking requirements as other developers in our wonderful city.
The Willow/Middlefield intersection is very congested during rush hour. Granting development rights for a commercial property at this location with less than sufficient parking, will clearly force visitors into the adjoining neighborhood streets to park. Something that is unacceptable.

Protecting the neighborhoods is more important than any tax revenue that might be associated with this tiny property, which I'll add, has been empty for last 18+ years that I've owned my house here.

Yes, there is a mandate for progress to the Planning Commission, but it shouldn't come at the cost of our neighborhood's character.

Please vote to require the additional parking and not grant the exception requested.

Thanks

John Grundy

Smith, Tom A

From: Cindy Hamilton <cinhamilton@hotmail.com>
Sent: Thursday, May 3, 2018 10:50 AM
To: _Planning Commission
Subject: 40 middlefield

Hi there,

I live in the willows and submitted detailed objections to the city prior to the scheduling of this meeting with the expectation that revisions to this project would be required before it reached planning commission stage. I heard that approximately 50 complaints were received but no changes were required to be made. Can someone there confirm if this is true?

Cindy Hamilton

Smith, Tom A

From: Teddy Spiller Wilson <teddyswilson@earthlink.net>
Sent: Thursday, May 3, 2018 4:50 PM
To: _Planning Commission; _CCIN; Muenzer, Mark E; Smith, Tom A
Subject: Proposed Office Building at 40 Middlefield

To City Council and Planning Commission:

You have undoubtedly already received many emails and phone calls from residents in the Willows about the proposed building at 40 Middlefield. Although this is going to be another one, I'd like to make clear that virtually none of these people are just NIMBYs. We aren't opposed to development; no one wants a dirt lot as the entrance to their neighborhood. My objections, and what I believe are those of my neighbors, are the impact on (1) adjoining streets; (2) parking; and especially on (3) the small local businesses nearby, specifically the Willows Market and Applebee's Preschool.

It's not easy to figure out how to ameliorate the problems inherent in this location, but there are two things that might help: requiring all the parking that would normally by allowed by city rules, and slightly reducing the proposed building footprint in order to make that possible.

Allowing reduced parking for the development has clear implications for the adjoining streets and the Willows Market, which already has only a few spaces of its own. As residents of Baywood Avenue, we're concerned about the inevitable overflow parking from the new building as well as from the market, as they will have even less parking for their customers. We already have people who who park on our street and walk across Middlefield to Palo Alto on some mornings.

As for traffic, the intersections of Middlefield and Woodland, Middlefield and Baywood, and Middlefield and Willow are already rife with problems. Another intersection with multiple turns will exacerbate the problem. As one of our neighbors noted, the proposed building would have a driveway between the driveway for the market and the turn onto Woodland, making three points where people would be trying to cross Middlefield in a very short block.

We who live In the Willows really value our local businesses, particularly the Willows Market, and the impact on them could be significant, especially if a hard wall between the new building and service road behind the market is built as proposed.

According to Nick, who manages the Willows Market, his business relies heavily on trucks, often large ones, being able to make deliveries at the back of the store at all different hours. The market is much more than a grocery, wine and deli; they have many more employees, and contracts with other businesses, such as Stanford, than it appears from the outside. Until recently, I, for one, had no idea that was the case. The whole neighborhood loves and supports the market and would hate to see it negatively impacted by this development.

Finally, although the developers say that they don't intend to have a tenant who will create a high volume of traffic or parking needs, obviously once the building is built, there is no guarantee that that first tenant will remain indefinitely or who a new tenant might be.

Please consider requiring some changes to the proposal to address residents' concerns before the project is approved. Thank you.

Sincerely,
Teddy and Robert Wilson
118 Baywood Avenue

G66

Smith, Tom A

From: Andrew Young <andrew@an3e.org>
Sent: Thursday, May 3, 2018 10:56 PM
To: _Planning Commission
Subject: Concerns about the 40 Middlefield Rd. Project
Attachments: 40MiddlefieldRd-2.pdf

Dear Commissioners:

Please read the attached letter to you.

Respectfully,

Andrew Young
503 Concord Dr.

May 3, 2018

Andrew B. Young
503 Concord Dr.
Menlo Park, CA 90425

Menlo Park Planning Commission
701 Laurel St.
Menlo Park, CA 94025

Re: 40 Middlefield Rd.

Dear Commissioners:

I reviewed the plans to build a new single-story office building, approximately 3,600 square feet in size, on a vacant lot in the C-4 (general commercial) zoning district, at 40 Middlefield Road, and have the following comment: The plan to reduce the number of parking space to only twelve will not do. The needed number of spaced will be higher depending on how a tenant chooses to configure, or re-configure, the suite. Twelve parking spaces are not enough for occupants, customers, and visitors; the overflow will go to neighborhood streets.

The lot is zoned C-4, which requires six parking spaces per 1,000 square feet of gross floor area, as required in Section 16.72.040 (http://www.codepublishing.com/CA/MenloPark/?MenloPark16/MenloPark1672.html) of the Zoning Ordinance. The proposed 3,600 sqft requires 21.6 spaces, or 22 once rounded. But, section 16.72.010 (located at the same link above) includes a provision stating, "Reductions in parking requirements for commercial and industrial land uses may be allowed through an administrative permit as outlined in Chapter 16.82 (http://www.codepublishing.com/CA/MenloPark/html/MenloPark16/MenloPark1682.html) of this title."

In other words, the developer can petition the City to relax the six parking spaces per 1,000 square feet requirement for uses deemed less needy of parking, and guidelines for the relaxations are listed on https://www.menlopark.org/DocumentCenter/Home/View/272. The developer is petitioning the City to relax the parking space requirement to one for every 300 square feet, just twelve parking spaces, claiming that the intended use will be General Office space. (The plans I reviewed wrongly claim that the project already meets the parking requirement--at one in 300 sqft--before any relaxation has be granted.)

The developer may petition for the relaxation but I see a problem: the lot is zoned C-4 and once the developer completes the improvement any tenant may alter the use of the building to other ways allowed in C-4 (http://www.codepublishing.com/CA/MenloPark/?MenloPark16/MenloPark1672.html), ways

that do need more parking. For example, the company I work for recently assumed a 9,000 sqft commercially zoned suite in Fremont, remodel it to suit our needs, within code, and doubled the occupancy from the previous tenant, and also the parking needs.

I believe that the City can and should deny the petition to relax the parking requirement because future uses of the improvement may require a greater parking density, beyond what would exist, and that the overflow will negatively impact the Willows neighborhood.

The Willows is presently erupting owing to the cut-through traffic avoiding Willow Road. This establishment will certainly compound the problem because 40 Middlefield occupants would surely exit the service road and head East, through the neighborhood. Doubtfully the new “No Through Traffic” stipulations would apply since this location is part of the Willows. This development will violate the clause “to lessen traffic congestion;” in § 16.02.020 of the City’s zoning ordinance, and sub-paragraphs (1) “general welfare of the neighborhood,” and (2) “Effect upon traffic conditions,” of § 16.02.050. Below is testimony of the current conditions from posts to today's to NextDoor--

"Woodland is backed up right now all the way till Menalto. This is ridiculous. The 'no right turn' signs at Chaucer are clearly ignored by all drivers. Our neighbor had to park their car at Menalto and walk to the 1300 block of Willow. What options do we have to control this craziness?" (Ram, Siddharth)

"I just drove from M-A HS on Coleman Ave, turned right on Willow and then left on Gilbert to head home about 15 minutes ago and traffic was really congested on Willow. My 14 year old son just biked from M-A HS home and was hit by a car at the intersection of Willow and Coleman. Thankfully he is not injured except for scrapes on his hand. Please please be careful driving on roads and be aware of bicyclists." (Vandermeer, Bernice)

"It’s backed up all the way down Gilbert on one side and cars are flying by on the other. And now someone just drove down the wrong way. This is really not safe." (Smith, Jessica)

This 40 Middlefield Road project is not for the "general welfare of the neighborhood."

Sincerely,
/s/ Andrew B. Young

Smith, Tom A

From: Jeff PRUDHOMME <prudkap@att.net>
Sent: Friday, May 4, 2018 9:39 AM
To: _Planning Commission
Subject: Proposed property at 40 Middlefield Rd, Menlo Park

Dear Planning Commission,

I live on Woodland Ave a few blocks from the proposed building at 40 Middlefield Rd. The intersection at Woodland and Middlefield is very complex especially during commute hours due to the high volume of the traffic and egress of vehicles from the Willow Oak grocery store and the Applebee Preschool.

It is very important that a decision on using this property not be rushed or compromised because it is difficult to find a suitable fit.

The current plan with the owner providing fewer allotted parking places than the city requires is not acceptable in my opinion. Allowing a variance to use overflow parking in the Willow store parking area and at the one way ally behind the property would be a hinderance to existing traffic on worsening the current situation.

Any decision about the project should also consider that at any time the property could be sold to a new owner.

Regards,

Jeff Prudhomme
935 Woodland Avr
Menlo Park
650-575-0629

Sent from my iPhone

CITY OF MENLO PARK

STAFF REPORT

Planning Commission
Meeting Date: **5/14/2018**
Staff Report Number: **18-050-PC**

Public Hearing: **Architectural Control and Below Market Rate Housing Agreement/Chasen Rapp/1125 Merrill Street**
Architectural Control, Use Permit, and Below Market Rate Housing Agreement/500 SC Partners LLC/506 Santa Cruz Avenue
Architectural Control and Below Market Rate Housing Agreement/556 SC Partners LLC/556 Santa Cruz Avenue
(Staff report amended May 10, 2018)

Recommendation

Staff recommends that the Planning Commission approve the following requests, including a comprehensive Below Market Rate (BMR) housing agreement in compliance with the City's below market rate housing program, for three coordinated proposals to redevelop 1125 Merrill Street, 506 Santa Cruz Avenue and 556 Santa Cruz Avenue. The project sites are located in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district.

- 1125 Merrill Street: Request for architectural control to demolish the existing building and construct a new mixed-use development consisting of non-medical office space on the first and second floors, and two residential units located on the third and fourth floors. As part of the proposed project, two heritage trees are proposed for removal.
- 506-540 Santa Cruz Avenue: Request for architectural control to demolish the existing building and construct a new mixed-use development consisting of a café on the first floor, non-medical office space on the second and third floors, and three residential units on the fourth floor. The project also includes a use permit to allow outdoor seating associated with the proposed café. As part of the proposed project, two heritage trees are proposed for removal.
- 556-558 Santa Cruz Avenue: Request for architectural control to demolish the existing building and construct a new mixed-use development consisting of retail space on the first floor, non-medical office space on the second floor, and four residential units on the third floor.

The recommended actions are included as Attachment A.

Policy Issues

The proposed project requires the Planning Commission to consider the merits of the project, including project consistency with the El Camino Real/Downtown Specific Plan. Each architectural control permit, use permit, and BMR housing agreement is considered individually. The Planning Commission should consider whether the required findings can be made for the proposal.

Background

Site location

The project site consists of three contiguous parcels totaling 0.76 acres. Using El Camino Real in a north to south orientation, the subject parcels are located on the northwest corner of Santa Cruz Avenue and Merrill Street, at 1125 Merrill Street, 506-540 Santa Cruz Avenue, and 556-558 Santa Cruz Avenue, in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The latter two parcels are referred to as 506 and 556 Santa Cruz Avenue in this report.

The approximately 6,469-square foot 1125 Merrill Street parcel abuts 506 Santa Cruz to its rear (west) and left (south) sides. The approximately 15,611-square foot 506 Santa Cruz Avenue parcel has an L-shaped configuration with frontage on Santa Cruz Avenue and a short frontage on Merrill Street. 556 Santa Cruz Avenue is approximately 11,041 square feet in size, abuts 506 Santa Cruz Avenue on its right (east) side and the McDonald's parking lot on its left (west) side. All three of the parcels abut a residential condominium and commercial mixed-use development known as Menlo Square to the rear (north).

The Santa Cruz Avenue frontages of 506 and 556 Santa Cruz Avenue face the parking garage entrance of the three-story Menlo Center and a two-story brick-façade commercial structure (occupied by the British Bankers Club restaurant). The Caltrain station is located directly across the street from 1125 Merrill Street and the Merrill Street frontage of the 506 Santa Cruz Avenue parcel. A location map is included as Attachment C.

The applicant owns 556 Santa Cruz Avenue and 1125 Merrill Street in fee simple (under two separate and individual ownership entities), with a long-term ground lease on the 506 Santa Cruz Avenue property. These three different ownership structures prohibit the merging of the parcels. As such, the applicant is proposing redevelopment as a coordinated proposal with linked elements, such as access.

Recent uses on the subject parcels include residential units, retail and office uses, as well as veterinary hospitals. All three parcels are located in the Station Area East (SA E) sub-district. The properties at 506 and 556 Santa Cruz Avenue have a land use designation of Downtown Station Area "Main Street" Overlay, which requires retail/restaurant uses at the ground level, and permits mixed uses including office and residential on upper levels. 1125 Merrill Street has a land use designation of Downtown Station Area Retail/Mixed Use, which similarly allows residential/office uses, although retail/restaurant is not required at ground level. The SA E district provides for higher densities with a focus on residential development given its location at the train station area and downtown.

Previous project review

On February 5, 2018 the Planning Commission held a study session on the proposal. Overall, the Planning Commissioners were supportive of the proposal, including the shared access from Santa Cruz Avenue. The following are the main comments provided by Planning Commissioners:

- The 506 and 556 Santa Cruz Avenue proposals are well designed and interact well with neighboring buildings.
- The materials and colors at 506 Santa Cruz Avenue could be improved.
- Additional residential units should be considered.
- The proposed development at 1125 Merrill Street seems too monolithic, especially next to the 1145 Merrill Street building.

- The proposed terraces at 1125 Merrill Street appear out of scale.
- The 1125 Merrill Street proposal should reflect more of the architecture of the Santa Cruz Avenue proposals.

Two members of the public spoke at the hearing. Karen Grove said additional housing units should be included, considering the need for housing and the proximity of the project to the train station. Fran Dehn, president of the Menlo Park Chamber of Commerce, stated that the project is high quality and would complement transit and the surrounding architecture.

Analysis

Project description

The applicant is proposing to demolish all existing structures and redevelop the three parcels with three mixed-use buildings, with attributes as listed in Table 1 below. The project description letter is included as Attachment C. Project plans are included as Attachment D (1125 Merrill Street) and Attachment E (506 and 556 Santa Cruz Avenue).

The highlighted square footages have been corrected in the chart below.

Table 1: Project Data Summary

Metric	1125 Merrill Street	506 Santa Cruz Avenue	556 Santa Cruz Avenue	Total
Lot Size	6,469	15,611	11,041	33,121
GFA (Maximum)	8,733	21,075	14,905	44,713
GFA (Proposed)	8,732	19,388	14,210	42,330
Non-Medical Office GFA (Maximum)	4,367	10,537	7,453	22,357
Non-Medical Office GFA (Proposed)	4,366	10,422	7,438	22,226
Retail GFA	0	3,567	1,050	4,617
Residential Units (Maximum)	7	17	12	36
Residential Units (Proposed)	2	3	4	9

The 1125 Merrill Street parcel would be developed with a mixed-use building consisting of non-medical office, located on both the first and second floors, and two residential units located on the third and fourth floors. The public entry to all uses would be on the Merrill Street side through the main lobby. Parking would be located in the surface level garage set behind the ground floor office and lobby area, accessed (via easement or similar instrument) from the portal in the 506 Santa Cruz Avenue building façade. All but three of the parking spaces would be provided in two, eight-car mechanical parking systems (also known as “puzzlers”).

The 506 Santa Cruz Avenue parcel would be developed with a mixed-use building consisting of a café at the ground level (fronting both Santa Cruz Avenue and Merrill Street), non-medical office at the second and third levels, and three residential units at the fourth level. The primary office and residential entrance lobby

and one of two café entrances would be at the major modulation recess from the primary façade. There would be a second café entry at the minor façade modulation to the right of the major modulation on the Santa Cruz Avenue side and a third entry from Merrill Street. Parking would be located in a two-level basement garage, including a 19-car puzzler, with a small number of ground level parking spaces at the rear of the lot. Some of these spaces would serve as required parking for 556 Santa Cruz Avenue.

The 556 Santa Cruz Avenue parcel would be developed with a mixed-use building consisting of retail at the ground level, covered parking behind the retail, non-medical office at the second level, and four residential units at the third level. The primary office and residential entrance and the retail entrance would be side-by-side along Santa Cruz Avenue. Parking would be located at the surface level garage, including a 26-car puzzler, as well as shared with the ground level parking area and underground garage at the 506 Santa Cruz Avenue building.

Land uses

Each of the proposed mixed-use buildings would be consistent with the allowed development in the SA E district at the Base-level development standards, which allows a total floor area ratio (FAR) of 1.35 and a maximum residential density of 50 units per acre. The maximum height in this portion of the SA E district is 60 feet, with building facades limited to 38 feet. The project would comply with the FAR and height as permitted, including the limit that no more than half of the FAR may be used for non-medical office uses.

The three proposed mixed-use buildings reflect the Specific Plan's objectives for mixed-use urban buildings set close to the street with ground floor commercial/retail storefronts. Since the Study Session, the applicant has added one additional residential unit to 556 Santa Cruz Avenue, for a total of nine proposed units among the three properties. The applicant indicates that there is currently one studio apartment located at 1125 Merrill Street and seven studio apartments at 556 Santa Cruz Avenue, so the project would result in one net new residential unit.

The proposal at 506 Santa Cruz includes a use permit request for outdoor seating associated with the proposed café use that would help activate the frontage. This type of outdoor seating may be approved by an administrative permit, although it can also be bundled with comprehensive development approvals, as a use permit. The tables would be located in the recessed area in front of the proposed utilities room and would not impede pedestrian access on the public right-of-way.

Parking and circulation

Vehicular

For projects in the Specific Plan area, off-street parking should be provided at the rates specified in Table F2, although the Plan allows for mixed-use projects to submit a shared parking study to result in parking rates that more accurately reflect such projects' parking demand. The 1125 Merrill Street project includes 19 parking spaces, meeting the rates required by Table F2. The proposals at 506 and 556 Santa Cruz Avenue have submitted shared parking studies to justify slightly lower parking rates for parking that would be shared between the different uses, as well as between the two properties. In total, 94 parking spaces would be provided for the two buildings, with 63 spaces located on the 506 Santa Cruz Avenue site and 31 spaces located on the 556 Santa Cruz Avenue site.

All of the parking would be accessed from a portal in the building façade to the left of the main building entry on the 506 Santa Cruz Avenue building. Access to the parking on 1125 Merrill Street and 556 Santa Cruz Avenue would be provided through access easements or similar instruments on the 506 Santa Cruz Avenue parcel. This consolidation of parking access would reduce the number of curb cuts and associated

pedestrian conflicts, and would also have aesthetic benefits by reducing the visual impact of parking.

Parking for 1125 Merrill Street would total 19 spaces, including 16 spaces in puzzler mechanical parking racks, and would be located at a surface level garage set behind the ground floor office and lobby area. The required bicycle parking would be provided in the garage and adjacent to the sidewalk.

The parking at 506 Santa Cruz Avenue would be located in a two-level basement garage, which would include a 19-car puzzler, and in a small ground level parking lot at the rear of the lot. Parking for 556 Santa Cruz Avenue would be at a surface level garage, which would include a 26-car puzzler, as well as shared with the ground level parking area and underground garage at the 506 Santa Cruz Avenue building. Parking would be accessed from the portal in the 506 Santa Cruz Avenue building façade with access to the 556 Santa Cruz Avenue garage along the right side building wall.

Due to the reduction in curb cuts and the widening of the sidewalk (noted below), the applicant is proposing to reconfigure the existing four angled parking spaces and four parallel parking spaces along Santa Cruz Avenue, as well as the existing four parallel spaces along Merrill Street, to create ten proposed parallel spaces. The Transportation Division has tentatively approved this proposed reconfiguration.

Bicycle
Each of the Santa Cruz Avenue properties would provide secure long-term bicycle parking in its parking garages and more convenient, short-term bicycle parking in the sidewalk area, between landscaping so not to impede pedestrian access. The number of bicycle parking spaces would meet the required rates specified in Specific Plan Table F1.

Pedestrian
The proposed project includes widening the sidewalk along Santa Cruz Avenue, in compliance with the Specific Plan's public space concepts for the "Civic Plaza + Santa Cruz Avenue" section. Since parcels in the SA E district are intended to be constructed up to the front property lines, the widening of the sidewalk would affect the existing angled, on-street parking, as noted above.

Design and materials

Overview
The following discussion highlights and expands on topics addressed in the Standards and Guidelines Compliance Worksheets (Attachments F and G). The overall design aesthetic would be modern with strongly articulated but simple rectangular forms and rectangular façade subdivisions highlighting the mostly stone and glass facades. The 556 Santa Cruz Avenue building, which is lower in height and less in mass and scale than the other structures would also substitute metal (zinc) panels for stone siding on the lower floors to differentiate its appearance from the 506 Santa Cruz Avenue building. The 1125 Merrill Street building would have large stepped terraces at both the front and back sides along with some use of subtractive voids under the rectangular roof forms. The upper two floors also would be set back and away from the adjacent two-story building at 1145 Merrill Street and would use wood siding panels to vary it from the 506 Santa Cruz Avenue building, while relating it to the residentially-scaled 1145 Merrill Street building.

The three structures would create a visually refined and architecturally modern urban street wall along the frontages with amply glazed retail and office storefronts. The site plan layout would limit the impact of parking and building services on the streetscape by having parking underground or behind buildings with only one car access point for the three properties through a portal in the building wall at the Santa Cruz Avenue side. The buildings would have stepped massing with mostly rectangular forms and some pitch rooflines at upper levels. There would be adequate variation in materials, textures, and colors to animate

façades and building forms, while maintaining a restrained modernist appearance to the structures.

1125 Merrill Street

The proposed design of the 1125 Merrill Street building has been revised in response to the Planning Commission Study Session. The following are the most notable design changes:

1. The overall building height would be 53 feet instead of 55 feet.
2. The elevator, which would face 1145 Merrill Street, has been reduced one story in height, and the height of the proposed wall facing the west interior side lot line has been reduced from 55 feet to just under 44 feet.
3. The office space on the second level and residential units at the upper two levels have been reconfigured so they would be located further away from the 1145 Merrill Street building. The west sidewall at the second floor would be stepped back 9 feet from the first floor's sidewall, except at the stair and elevator, whereas previously there was not a step back until the third level. The sidewall at the third level would also be set back some to align with the revised second floor wall, and at the upper floor the setback would be 19.3 feet. As a result, the building height and mass would be much reduced at the northwest building corner and along the west building side facing the two-story 1145 Merrill Street building compared to the previous design.
4. The profile of the building along Merrill Street would have increased setbacks from Merrill Street at the upper two stories and the extent of the third floor deck would be reduced. These changes create an extra step in the building profile at the level of the second floor deck and lighter overall massing on Merrill Street.
5. The main wall material on the north/Merrill Street elevation on the upper two floors would be horizontal cedar siding. This would result in less glazing on the façade and the removal of stone cladding on the upper floors. Open black metal railings would face the street and steel channels would be used on the façade as horizontal banding at the floor lines. The material changes would contribute to a less monolithic impression of building mass.

The building architecture would be modernist with flat-roofed rectangular volumes and stepped building massing. There would be a slight angled offset from the lower two floors and the upper two floor as seen from the street and the back of the building with subtractive forms more limited to the back of the building. There would be a dynamic, angled element created by the third floor deck that would help articulate the massing at the lower two floors from the upper two floors. The positioning of the forms, decks and roof edges as seen from the street would have the effect of creating an open façade impression emphasizing the exterior spaces as much as the building walls.

In addition to the modifications to better relate to the 1145 Merrill Street structure described above, a planted green wall is proposed at the first level of the side wall facing 1145 Merrill Street and a 30-inch diameter palm tree at the right-front property corner would be retained.

On the left side of the lot, the building massing would complement the form and height of the 506 Santa Cruz building as it would be seen along Merrill Street and from the train station. The open space between the buildings at the Merrill Street back of sidewalk has been coordinated with landscape.

The architecture has been revised to more emphasize the commercial character of the building base at the ground floor with hard surface stone material and glazing relative to the modern but slightly more residential character of the upper two floors. The stepped-back profile from the street and the large third floor residential deck would have the effect of limiting the visibility of the second floor office façade from the street.

In regard to building materials, finishes, and colors, the design would feature lighter grey natural limestone facing the street at the first two levels and matching integral color smooth stucco siding at the building sides. A second black limestone would be used as an accent facing at the recessed window zones on the first two levels. On the upper floors facing the street and the rear, horizontal clear cedar siding would be used in combination with floor to ceiling zones of glazing. The horizontal clear cedar siding would also trail down the edge the front façade on the second floor that extends out from the lower floor along the easement/walkway adjacent the 506 Santa Cruz Avenue building as well as clad the front façade of the elevator where visible on the third floor.

506 Santa Cruz Avenue

The proposed design of the 506 Santa Cruz Avenue building has been revised in response to the Planning Commission Study Session. The following are the most notable design changes:

1. The vertical two-story slot openings in the façade of the Santa Cruz Avenue/east elevation have been more consistently applied across the stone façade and window frames substituted for horizontal louvers at the second level over the car portal.
2. The materials, glazing, color, and roof form at the Santa Cruz elevation have been changed at the major modulation/entry form. The darker colors and taller, pitched roof form make this form more distinctive.
3. The third floor stone cladding has been changed to white color stucco, helping to distinguish the third floor from the lower two floors.
4. At the Merrill Street side the elevation has changed some with the materials and colors changing at the third floor and major modulation to a white color from dark color stone.
5. Storefronts at the first floor have been changed to add a vertical mullion.
6. Ground floor level canopies have been extended in depth.
7. The portion of the building closest to the 1125 Merrill Street proposal has been reduced in height from 58 feet to 54 feet.

The architectural character of the structure would be modern and urban. The primary façade would feature a colonnade like stone clad two-story frame with vertically proportioned rectangular cut-outs. Square glazing subdivisions at the office level and metal canopies and spandrel panels would lend visual contrast and pattern to the lower level façade.

The stepped-back third level would have a lighter material and color treatment with white stucco and wider window openings. The window openings would be recessed from the exterior wall and shaded by a metal canopy. Variation in the façade and massing would also be created at the entry zone/major modulation on the Santa Cruz Avenue side with dark bronze metal cladding and extensive glazing as well as height and form variation at the roof. Parking would have little impact on the streetscape with the façade extending across the vehicle entry.

The flat roof stepped massing of the lower three levels would give way to visually lighter weight forms with pitched rooflines and continuous zones of glazing on the upper floor. These forms would distinguish the residential uses well and sit on a three-story base to imply a second ground level at the top floor of the building.

In regard to building materials, finishes, and colors, the design would feature natural stone with a flame finish in light grayish-blue and medium dark grey. Smooth textured stucco would be used in four colors, mostly at the upper floors. The white stucco at the third floor would contrast with the cooler grey color of the stone façade at the lower levels. At the fourth floor residential units the warmer “coastal path” stucco color

would distinguish the residential use and pitched roof forms.

556 Santa Cruz Avenue

The design has been minimally revised since the Planning Commission Study Session on the project. The main changes are an increase of approximately 200 square feet to the overall project square footage, and slight reductions in the size of the residential units and two of the residential entry courtyards. These changes were made to increase the number of third-floor residential units from three to four.

The architectural character of the structure would be modern and urban with a two-level metal clad base and a mix of shed and flat roof forms above at the residential units. The primary street façade would feature zinc panels with two levels of glazing below that would feature a glazed corner ribbon window at the upper level. This façade would also feature a three-story stair tower clad in dark grey stone that abuts the 506 Santa Cruz Avenue building. The stair tower form would have similar materials and architectural character with the adjacent structure and would visually link the two new buildings.

At the left/west side of the building, a mix of metal panels and perforated metal screening would run the length of the building at the first and second level as seen from the McDonald's parking lot and Santa Cruz Avenue near El Camino Real. The scale of the wall would be broken down by variation in the pattern of materials and color.

At the third level the rake side of the shed roof at the forward residential unit would be set back from the front façade and in from the side façade of the lower levels about 10 feet. This form would be narrow relative to the lower two-story retail and office volume and would have glazing across the front and side. The pitched roofline with deep overhangs would also create a dynamic building profile against the sky.

In regard to building materials, finishes, and colors, the design would feature zinc panels with irregular/varied joint lines in cool grey and reddish grey colors. Secondary materials would include perforated metal panels matching the cool grey zinc panels at the recesses on the side elevation and natural stone with a flame finish in dark grey at the stair tower. White and green smooth texture stucco would be used as accent materials on the upper floor.

Trees and landscaping

The applicant has submitted an arborist report (Attachment H) detailing the species, size, and conditions of the significant trees on or near the site. The report determines the present condition, discusses the impacts of the proposed improvements, and provides recommendations for tree preservation. All recommendations identified in the arborist report would be ensured through condition 5w.

There are currently 16 trees on or near the project site, including nine street trees. Five of the seven trees located on private property and four of the nine street trees are heritage size. Three heritage trees located on private property and four heritage street trees are proposed for removal. The 11 proposed heritage tree replacements would exceed the required 2:1 replacement ratio required for heritage trees located on private, commercial property, and eight new street trees would be planted. A camphor street tree (tree #1), a heritage date palm (tree #12) located on the west property boundary of 1125 Merrill Street, and a neighboring coast live oak (tree #14), located close to 1125 Merrill Street's west property boundary, would be retained. Due to the proximity of trees #12 and #14 to the proposed construction, construction methods described in a letter from Urban Tree Management would be utilized to ensure preservation of these trees.

Tree #4, a neighboring heritage tree of heaven located on the condominium development to the rear of the 506 Santa Cruz Avenue lot, is proposed for removal due to conflicts with the necessary excavation for the

proposed two level underground parking garage. The City Arborist is recommending approval of this heritage tree removal application due to poor structure and significant root impacts that would result from construction. The applicant has been in contact with the Menlo Square Association Board of Directors, who have approved the heritage tree removal, as well as the replacement and landscape plan proposed by the applicant. In addition to tree #4, three other heritage trees, including a carob (tree #3), a date palm (tree #11), and a fern pine (tree #13) are proposed for removal. Tree #3, is a street tree located in front of 506 Santa Cruz Avenue. Because this removal is based on conflicts with development, the proposed removal is being proposed as a heritage tree removal permit, to be approved if the overall development receives architectural control approval. Tree #11 is located in the front portion of the 1125 Merrill Street site, and the City Arborist has recommended approval of this heritage tree due to conflicts with construction. Tree #13 is located in the middle of the 1125 Merrill Street lot, and the City Arborist has recommended approval of this heritage tree due to poor structure. An additional seven street trees would be removed and replaced by eight new street trees, which have been reviewed and tentatively approved by the City Arborist. The proposal includes three Columbia sycamore street trees along Merrill Street and five California black oaks along Santa Cruz Avenue.

At 1125 Merrill Street, landscaping would be provided at the sidewalk with two California sycamore street trees, as well as two trees on either side of the front of the proposed building, consisting of an existing date palm (tree #11) to the right of the building and a new Japanese maple tree to the left. Additional landscaping would consist of a right-side building wall with a green screen, trees and shrubs in planters at the upper levels, and four yew plum pine heritage replacement trees, which would act as screening trees, at the rear face of the garage.

Five California laurel heritage tree replacements would be located in the rear of 556 Santa Cruz Avenue and three yew plum pine heritage tree replacements would be planted along the northern property line. Two Brisbane box heritage tree replacements would be located in the northwest corner, adjacent to the on-grade parking, at 506 Santa Cruz Avenue. Three California black oak street trees and one California sycamore street tree would be planted in front of 506 Santa Cruz Avenue, and two California black oak street trees would be planted at the 556 Santa Cruz Avenue frontage. Additional landscaping would consist of smaller landscape in planters on the ground floor at 506 Santa Cruz Avenue and the terraces on both properties. A living wall feature on the Merrill Street side of 506 Santa Cruz Avenue would be featured at the outdoor seating area.

Trash and recycling

The proposed development on 506 and 556 Santa Cruz Avenue would share a trash and recycling room on the west side of 506 Santa Cruz Avenue building, adjacent to the 1125 Merrill Street parcel. The trash and recycling room for the 1125 Merrill Street development would be located on the east side of the building. A five-foot easement would be reserved along the side property line between 506 Santa Cruz Avenue and 1125 Merrill Street. This easement would allow access to trash and recycling for both properties, in addition to fire access/exiting routes and building services.

Below Market Rate Housing Agreement

The applicant is required to comply with Chapter 16.96 of City's Municipal Code ("BMR Ordinance"), and with the BMR Housing Program Guidelines adopted by the City Council to implement the BMR Ordinance ("BMR Guidelines"), as the commercial portion of the project would exceed 10,000 square feet in gross floor area, and the residential portion of the project includes more than five residential units. For the BMR obligations, the BMR Ordinance requires the applicant to submit a BMR Housing proposal for review by the Housing Commission.

The applicant states he owns the property located at 1162-1170 El Camino Real, which he intends to develop as a residential project with approximately 12 units, and expects to apply for the necessary entitlements in the near future. The applicant states there are financial feasibility and operational challenges associated with providing an on-site BMR unit within the 506 Santa Cruz/556 Santa Cruz/1125 Merrill Street project and so he is proposing to provide two BMR units at the 1162-1170 El Camino Real property, once it is redeveloped, to satisfy the 0.9 unit residential unit obligation of the 506 Santa Cruz/556 Santa Cruz/1125 Merrill Street project. Two units would be provided instead of one due to the delay in the provision of the off-site units versus the timing of a potential on-site unit. The draft Affordable Housing Agreement (Attachment I) would require the payment of the in-lieu fee for the commercial component of the project, as well as the future BMR requirements for the 1162-1170 El Camino Real project, in addition to the two off-site BMR units.

For the Commission's reference, the existing structures at 1162-1170 El Camino Real have previously been determined to be eligible for listing as historic resources, and this status was called out in the El Camino Real/Downtown Specific Plan EIR (Environmental Impact Report). Specifically, the 1162 El Camino Real building was constructed in 1910 and used for many years as Doughty's Meat Market, and the 1170 El Camino Real building was constructed in 1905 and occupied by Martin J. McCarthy Groceries. The applicant has not yet submitted information indicating whether the proposed residential redevelopment can be conducted in conjunction with the preservation of these structures, or whether a comprehensive redevelopment proposal would be pursued. Either scenario could be time-intensive and may require detailed environmental review, potentially including a project-specific EIR if demolition of historic resources is proposed. The applicant submitted a historic resources evaluation for the 1162-1170 El Camino Real property indicating it is not historic, but there is concern the property may be historic, as noted by the 1990 San Mateo County Historical Association survey and described above, and staff will have the submitted historic resources evaluation peer reviewed once an application or pre-application for the 1162-1170 El Camino Real project is submitted to the City.

To ensure there aren't significant delays in the fulfillment of the residential BMR obligation for the 506 Santa Cruz/556 Santa Cruz/1125 Merrill Street project, the draft Affordable Housing Agreement requires the two BMR units at 1162-1170 El Camino Real to be ready for occupancy by BMR households within two years of receipt of a certificate of occupancy or final inspection for the market rate residential units at the 506 Santa Cruz/556 Santa Cruz/1125 Merrill Street property, or the applicant would be required to pay a residential BMR in-lieu fee equal to the cost of providing two BMR units.

Per the above, the draft Affordable Housing Agreement allows the applicant to elect to satisfy the residential BMR requirement by recording a regulatory agreement against the 506 Santa Cruz/556 Santa Cruz/1125 Merrill Street property, restricting one unit in the project as a BMR unit, or by paying a residential BMR in-lieu fee equal to the cost of providing two BMR units. Additionally, the draft Affordable Housing Agreement provides that if the applicant subsequently develops residential units at the 1162-1170 El Camino Real property, he may elect to provide two BMR units at the 1162-1170 El Camino Real property, in addition to any BMR units or in-lieu fees that may be required for the 1162-1170 El Camino Real development itself, in exchange for the City agreeing to release the regulatory agreement against the 506 Santa Cruz/556 Santa Cruz/1125 Merrill Street property and permitting the BMR unit in the project to be rented at market rent; provided, that the BMR unit in the project must either be vacant at the time of the transfer or the applicant must pay relocation expenses for the BMR household in possession of the unit at the time.

Like the 506 Santa Cruz/556 Santa Cruz/1125 Merrill Street parcels, 1162-1170 El Camino Real is located in the SA E sub-district, which allows 50 residential units per acre at the base level and 60 residential units

per acre at the public benefit bonus level. Data from the County Assessor's office indicate the 1162-1170 El Camino Real property is approximately 8,373 square feet in size, meaning nine residential units would be allowed at the base density level, and 11 units would be allowed if the applicant provides a public benefit that is accepted by the Planning Commission as sufficient to permit additional units. However, the Below Market Rate Housing Ordinance allows a developer one additional market-rate unit for each below market rate unit provided under the ordinance.

The BMR proposal was reviewed by the Housing Commission at their meeting on April 11, 2018. The Housing Commission voted (5-0), with two Commissioners absent, to recommend approval of the BMR proposal. The draft BMR Agreement is included as Attachment I.

Correspondence

Staff has received two emails in support of the project, included as Attachment L, since the Planning Commission Study Session.

Impact on City Resources

The project sponsor is required to pay Planning, Building and Public Works permit fees, based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the project. In addition, the proposed development would be subject to payment of Transportation Impact Fee (TIF), Specific Plan Transportation Infrastructure Proportionate Cost-Sharing Fee, and the El Camino Real/Downtown Specific Plan Preparation Fee. These required fees were established to account for projects' proportionate obligations. The project sponsor is required to pay Planning, Building and Public Works permit fees, based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the project. The project sponsor is also required to bear the cost of the associated environmental review.

Environmental Review

The Specific Plan process included detailed review of projected environmental impacts through a program Environmental Impact Report (EIR), as required by the California Environmental Quality Act (CEQA). In compliance with CEQA requirements, the Draft EIR was released in April 2011, with a public comment period that closed in June 2011. The Final EIR, incorporating responses to Draft EIR comments, as well as text changes to parts of the Draft EIR itself, was released in April 2012, and certified along with the final Plan approvals in June 2012.

The Specific Plan EIR identifies no impacts or less-than-significant impacts in the following categories: Aesthetic Resources; Geology and Soils; Hydrology and Water Quality; Land Use Planning and Policies; Population and Housing; and Public Services and Utilities. The EIR identifies potentially significant environmental effects that, with mitigation, would be less than significant in the following categories: Biological Resources; Cultural Resources; Hazards and Hazardous Materials. The EIR identifies potentially significant environmental effects that will remain significant and unavoidable in the following categories: Air Quality; Greenhouse Gases and Climate Change; Noise; and Transportation, Circulation and Parking. The Final EIR actions included adoption of a Statement of Overriding Considerations, which is a specific finding that the project includes substantial benefits that outweighs its significant, adverse environmental impact.

As specified in the Specific Plan EIR and the CEQA Guidelines, program EIRs provide the initial framework for review of discrete projects. In particular, projects of the scale of 1125 Merrill Street, 506 Santa Cruz, and 556 Santa Cruz are required to be analyzed with regard to whether they would have impacts not examined

in the Program EIR. This conformance checklist, which analyzes the project in relation to each environmental category in appropriate detail, is included as Attachment J. As detailed in the conformance checklist, the proposed project would not result in greater impacts than were identified for the Program EIR. Relevant mitigation measures have been applied and would be adopted as part of the Mitigation Monitoring and Reporting Program (MMRP), which is included as Attachment K. Full compliance with the MMRP would be ensured through condition 6(a). No new impacts have been identified and no new mitigation measures are required for the proposed project. Mitigations include construction-related best practices regarding air quality and noise, payment of transportation-impact-related fees (conditions 6(k) through 6(n)) and implementation of a Transportation Demand Management (TDM) program. The applicant has submitted an initial draft TDM plan, which would be revised concurrent with the submittal of the building permit. The MMRP also includes two completed mitigation measures related to cultural resources. Archeological resource evaluations and historical resources evaluations were performed by qualified professionals and determined that the proposed project would have no additional impacts. These studies are available for review upon request.

Specific Plan Maximum Allowable Development

Per Section G.3, the Specific Plan establishes the maximum allowable net new development as follows:

Residential uses: 680 units; and
Non-residential uses, including retail, office and hotel: 474,000 square feet.

These totals are intended to reflect likely development throughout the Specific Plan area. As noted in the Plan, development in excess of these thresholds will require amending the Specific Plan and conducting additional environmental review.

If the project is approved and implemented, the Specific Plan Maximum Allowable Development would be revised to account for the net changes as follows:

	Dwelling Units	**Commercial Square Footage**
Existing	8	14,246
Proposed	9	26,843
Net Change	1	12,597
% of Maximum Allowable Development	*0.15%*	*2.66%*
Available Units & Commercial SF in SP if Project is Approved	194	91,282
Available Units & Commercial SF if All Pending Projects in SP are Approved	183	36,438

Public Notice

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

Attachments

A. Recommended Action
B. Location map
C. Project Description Letter
D. Project Plans for 1125 Merrill Street
E. Project Plans for 506 and 556 Santa Cruz Avenue
F. Specific Plan Standards and Guidelines Compliance Worksheet for 1125 Merrill Street
G. Specific Plan Standards and Guidelines Compliance Worksheet for 506 and 556 Santa Cruz Avenue
H. Arborist Report and Supplemental Information
I. BMR Agreement
J. EIR Conformance Checklist
K. Mitigation Monitoring and Reporting Program (MMRP)
L. Correspondence

Disclaimer

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

Exhibits to Be Provided at Meeting

Colors and Materials Boards

Report prepared by:
Corinna Sandmeier, Senior Planner

Report reviewed by:
Thomas Rogers, Principal Planner

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1125 Merrill Street/506 Santa Cruz Avenue/556 Santa Cruz Avenue– Attachment A: Recommended Actions

LOCATION: 506 Santa Cruz/556 Santa Cruz/ 1125 Merrill Street	**PROJECT NUMBER:** PLN2017-00097/ PLN2017-00098/ PLN2017-00096	**APPLICANT:** 500 SC Partners LLC/556 SC Partners LLC/Chasen Rapp	**OWNER:** Merrill Street Investors, LLC 500 SC Partners, LLC 556 SC Partners, LLC

PROPOSAL:
Architectural Control and Below Market Rate Housing Agreement/Chasen Rapp/1125 Merrill Street: Request for architectural control to demolish the existing building and construct a new mixed-use development consisting of office space on the first and second floors, and two residential units located on the third and fourth floors in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. As part of the proposed project, two heritage trees are proposed for removal. The proposal is coordinated with the 506 and 556 Santa Cruz Avenue proposals, and includes linked elements, such as access.

Architectural Control, Use Permit and Below Market Rate Housing Agreement/500 SC Partners LLC/506-540 Santa Cruz Avenue:
Request for architectural control to demolish existing buildings and construct a new mixed-use development consisting of a café on the first floor, office space on the second and third floors, and three residential units on the fourth floor in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The project also includes a use permit to allow outdoor seating associated with the proposed café. As part of the proposed project, two heritage trees are proposed for removal. The proposal is coordinated with the 1125 Merrill Street and 556 Santa Cruz Avenue proposals, and includes linked elements, such as access.

Architectural Control and Below Market Rate Housing Agreement/556 SC Partners LLC/556-558 Santa Cruz Avenue: Request for architectural control to demolish the existing building and construct a new mixed-use development consisting of retail space on the first floor, office space on the second floor, and four residential units on the third floor in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The proposal is coordinated with the 1125 Merrill Street and 506 Santa Cruz Avenue proposals, and includes linked elements, such as access.

DECISION ENTITY: Planning Commission	**DATE:** May 14, 2018	**ACTION:** TBD

VOTE: TBD (Barnes, Combs, Goodhue, Kennedy, Onken, Riggs, Strehl)

ACTION:

1. Make findings with regard to the California Environmental Quality Act (CEQA) that the proposal is within the scope of the project covered by the El Camino Real/Downtown Specific Plan Program EIR, which was certified on June 5, 2012. Specifically, make findings that:
    a. A checklist has been prepared detailing that no new effects could occur and no new mitigation measures would be required (Attachment J).
    b. Relevant mitigation measures have been incorporated into the project through the Mitigation Monitoring and Reporting Program (Attachment K), which is approved as part of this finding.
    c. Upon completion of project improvements, the Specific Plan Maximum Allowable Development will be adjusted by 1 residential unit and 12,597 square feet of non-residential uses, accounting for the project's net share of the Plan's overall projected development and associated impacts.
2. Adopt the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:

a. The general appearance of the structure is in keeping with the character of the neighborhood.

b. The development will not be detrimental to the harmonious and orderly growth of the City.

c. The development will not impair the desirability of investment or occupation in the neighborhood.

d. The development provides adequate parking as required in all applicable City Ordinances and has made adequate provisions for access to such parking.

e. The development is consistent with the El Camino Real/Downtown Specific Plan, as verified in detail in the Standards and Guidelines Compliance Worksheets (Attachments F and G).

3. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.

4. Approve the Below Market Rate Housing Agreement (Attachment I) in accordance with the City's Below Market Rate Housing Program, subject to final review and approval by the City Attorney.

5. Approve the architectural control and BMR agreement subject to the following ***standard*** conditions:

a. Development of the project shall be substantially in conformance with the plans prepared by Hayes Group Architects, consisting of 100 plan sheets, dated received May 7, 2018 and plans prepared by Field Architecture, consisting of 56 plan sheets, dated received May 7, 2018 approved by the Planning Commission on May 14, 2018, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

b. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.

c. Prior to building permit issuance, the applicant shall comply with all West Bay Sanitary District, Menlo Park Fire Protection District, California Water Company and utility companies' regulations that are directly applicable to the project.

d. Prior to building permit issuance, the Applicant shall submit a finalized version of the Stormwater Control Plan, which shall provide stormwater treatment for the entire project site pursuant to the latest regulations specified in the San Mateo County C.3 Technical Guidance Manual, subject to review and approval of the Engineering Division. The Stormwater Control Plan shall include a written report identifying existing and proposed project conditions, and all applicable source controls, and mitigation measures (i.e. bioretention areas, flow through planters, etc.) implemented to meet NPDES compliance.

e. Stormwater Pollution Prevention Program Best Management Practices (BMPs) for construction shall be implemented to protect water quality, in accordance with the approved Stormwater Pollution Prevention Plan (SWPPP), subject to review and approval of the Engineering Division. BMP plan sheets are available electronically for inserting into Project plans.

f. Covenants, Conditions & Restrictions (CC&Rs) will be required for the development as a whole (three properties), addressing overlapping topics such as shared parking and access, stormwater treatment areas, and storm drains. CC&R's need to be submitted, reviewed by Planning, Public Works, and the City Attorney prior to building permit issuance. Easements, deed restrictions, or other alternate mechanisms may be used for these requirements, as specified by the City Attorney. The CC&R shall be recorded prior to final inspection.

g. Prior to building permit issuance, the applicant shall submit a plan for: 1) construction safety fences around the periphery of the construction area, 2) dust control, 3) air pollution control, 4) erosion and sedimentation control, and 5) tree protection fencing. The plans shall be subject to review and approval by the Building, Engineering, and Planning Divisions prior to issuance of a building permit. The fences and erosion and sedimentation control measures shall be installed according to the approved plan prior to commencing construction.

h. Prior to building permit issuance, the Applicant shall submit plans for construction related parking management, construction staging, material storage and Traffic Control Handling Plan (TCHP) to be reviewed and approved by the City. The applicant shall secure adequate parking for any and all construction trades. The plan shall include construction phasing and anticipated method of traffic handling for each phase.

i. Prior to building permit issuance, the Applicant shall submit a draft "Stormwater Treatment Measures Operations and Maintenance (O&M) Agreement" with the City subject to review and approval by the Engineering Division. The property owner will be responsible for the operation and maintenance of stormwater treatment measures for the project. The agreement shall be recorded and documentation shall be provided to the City prior to final inspection.

j. Prior to building permit issuance, the applicant shall submit a Grading and Drainage Plan for review and approval by the Engineering Division. Post-construction runoff into the storm drain shall not exceed pre-construction runoff levels. A Hydrology Report will be required to the satisfaction of the Engineering Division. Slopes for the first 10 feet perpendicular to the structure must be 5% minimum for pervious surfaces and 2% minimum for impervious surfaces, including roadways and parking areas, as required by CBC §1804.3. Discharges from the garage ramp and underground parking areas are not allowed into the storm drain system. Discharge must be treated with an oil/water separator and must connect to the sanitary sewer system. This will require a permit from West Bay Sanitary District.

k. Prior to building permit issuance, the Applicant shall submit all necessary improvement plans and documents required by Caltrans for work associated with projects under Caltrans' jurisdiction. The plans shall be subject to review and approval of the Public Works Department prior to submittal to Caltrans.

l. Prior to building permit issuance, the Applicant shall submit engineered Off-Site Improvement Plans (including specifications & engineers cost estimates), for approval by the Engineering Division, showing the infrastructure necessary to serve the Project. The Improvement Plans shall include, but are not limited to, all engineering calculations necessary to substantiate the design, proposed roadways, drainage improvements, utilities, traffic control devices, retaining walls, sanitary sewers, and storm drains, pump/lift stations, street lightings, common area landscaping and other project improvements. All public improvements shall be designed and constructed to the satisfaction of the Engineering Division. The City will evaluate the condition of asphalt paving on Merrill Avenue and Santa Cruz Avenue, following construction and prior to final occupancy of buildings. If necessary, the City will require a grind and overlay of damaged pavement along the project frontage.

All existing striping, markings, and legends shall be replaced in kind, or as approved by the City and Caltrans.

m. Prior to building permit issuance, the Applicant shall submit joint trench drawings showing all applicable on-site lateral connections to overhead electric, fiber optic, and communication lines as undergrounded. The joint trench drawings shall be subject to review and approval of the Engineering Division.

n. During the design phase of the construction drawings, all potential utility conflicts shall be potholed with actual depths and recorded on the improvement plans, submitted for Engineering Division review and approval.

o. Prior to building permit issuance, the Applicant shall submit all applicable engineering plans for Engineering Division review and approval. The plans shall include, but is not limited to:

    i. Existing Topography (NAVD 88')
    ii. Demolition Plan
    iii. Site Plan (including easement dedications)
    iv. Construction Parking Plan
    v. Grading and Drainage Plan
    vi. Stormwater Control Plan
    vii. Utility Plan
    viii. Erosion Control Plan
    ix. Planting and Irrigation Plan
    x. Off-site Improvement Plan (including Tie-Backs design)
    xi. Construction Details
    xii. Joint Trench Plan

    The Applicant shall agree to furnish any additional engineering services or plans as required by the Engineering Division not mentioned herein. Additional information is provided in the comments below.

p. Prior to building permit issuance, Applicant shall submit plans to remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for the review and approval of the Engineering Division.

q. Prior to building permit issuance, Applicant shall submit plans for: 1) construction safety fences around the periphery of the construction area, 2) dust control, 3) air pollution control, 4) erosion and sedimentation control, 5) tree protection fencing, and 6) construction vehicle parking. The plans shall be subject to review and approval by the Building, Engineering, and Planning Divisions. The fences and erosion and sedimentation control measures shall be installed according to the approved plan prior to commencing construction.

r. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval of the Planning, Engineering, and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.

s. If construction is not complete by the start of the wet season (October 1 through April 30), the applicant shall implement a winterization program to minimize the potential for erosion and sedimentation. As appropriate to the site and status of construction, winterization requirements shall include inspecting/maintaining/cleaning all soil erosion and sedimentation controls prior to, during, and immediately after each storm event; stabilizing

disturbed soils through temporary or permanent seeding, mulching, matting, tarping or other physical means; rocking unpaved vehicle access to limit dispersion of much onto public right-of-way; and covering/tarping stored construction materials, fuels, and other chemicals. Plans to include proposed measures to prevent erosion and polluted runoff from all site conditions shall be submitted for review and approval of the Engineering Division prior to beginning construction.

t. Prior to building permit issuance, applicant shall submit plans for street light design per City standards, at locations approved by the City, subject to review and approval of the Transportation and Engineering Divisions. One new street light will be required. All street lights along the project frontages shall be painted Mesa Brown and upgraded with LED fixtures compliant with PG&E standards.

u. Simultaneous with the submittal of a complete building permit application, submit a consent letter from SFPUC acknowledging the projects proximity to SFPUC water line and conditions/restrictions on construction activities and lateral crossing, subject to review and approval of the Engineering Division.

v. The Applicant shall retain a civil engineer to prepare "as-built" or "record" drawings of public improvements, and the drawings shall be submitted in AutoCAD and Adobe PDF formats to the Engineering Division, prior to Final Occupancy.

w. Street trees and heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the recommendations of the arborist report prepared by Henry Ardalan, dated February 17, 2018, and the letter prepared by Urban Tree Management Inc., dated April 18, 2018.

x. Street trees shall be from the City-approved street tree species or to the satisfaction of City Arborist. Irrigation within public right of way shall comply with City Standard Details LS-1 through LS-19 and shall be connected to the on-site water system.

y. Prior to building permit issuance, the applicant shall pay all Public Works fees. Refer to City of Menlo Park Master Fee Schedule.

z. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a lighting plan, providing the location, architectural details and specifications for all exterior lighting subject to review and approval by the Planning Division.

aa. Simultaneous with the submittal of a complete building permit application, a design-level geotechnical investigation report shall be submitted to the Building Division for review and confirmation that the proposed development fully complies with the California Building Code. The report shall determine the project site's surface geotechnical conditions and address potential seismic hazards. The report shall identify building techniques appropriate to minimize seismic damage.

bb. Prior to building permit issuance, the Applicant shall submit a Geotechnical Report detailing on- and off-site soils conditions in preparation for the proposed tie-backs, subject to review and approval of the Building and Engineering Divisions.

cc. Prior to building permit issuance, the Applicant shall design and submit all required engineering plans demonstrating that the proposed shoring tie-back / soil nails system does not adversely affect any existing or future utilities and/or any other City infrastructure, to the satisfaction of the Engineering Division. I-beams and appurtenances associated with the shoring plan, other than tie-back cables/soil nails, cannot be placed in the right-of-way (ROW).

dd. Prior to issuance of the building permit, the Applicant shall install reference elevation/benchmarks to monitor ground movement in the vicinity of the shoring system at the current centerline of San Antonio Street adjacent to the property before, during and after excavations, subject to review and approval of the Engineering Division. The benchmarks shall be surveyed by a licensed surveyor and tied to an existing city monument or benchmark. The benchmarks shall be monitored for horizontal and vertical displacement of San Antonio Road improvements. All Tie-Back systems shall comply with the City's Tie-Back Guidelines.

ee. Prior to final occupancy, the Applicant shall complete, notarize, and submit a Tie-Back Agreement with the City obligating future owners to remove tie-backs or repair damages to the public right-of-way and bear all associated costs. This Agreement shall be subject to Engineering Division and City Attorney review and approval and must be recorded with the County of San Mateo.

ff. A complete building permit application will be required for any remediation work that requires a building permit. No remediation work that requires approval of a building permit shall be initiated until the applicant has received building permit approvals for that work. All building permit applications are subject to the review and approval of the Building Division.

gg. Prior to building permit issuance, all public right-of-way improvements, including frontage improvements, and the dedication of private easements, shall be completed to the satisfaction of the Engineering Division and recorded with the County of San Mateo prior to building permit final inspection.

hh. Simultaneous with the submittal of a complete building permit, the Applicant shall file a Notice of Intent (NOI) with the State Water Resources Control Board under the Construction Activities Storm Water General Permit (General Permit). The NOI indicates the Applicant's intent to comply with the San Mateo Countywide Stormwater Pollution Prevention Program, including a Storm Pollution Prevention Plan (SWPPP). The Applicant shall hire a state licensed Qualified Stormwater Developer (QSD) to prepare the NOI and SWPPP for the proposed grading and submit a finalized version of the documents to the Engineering Division.

ii. Simultaneous with the submittal of a complete building permit application, the Applicant shall provide documentation indicating the amount of irrigated landscaping, subject to review and approval of the Engineering Division. The project is subject to the City' Water Efficient Landscaping Ordinance (Municipal Code Chapter 12.44). Submittal of a detailed landscape plan is required concurrently with the submittal of a complete building permit application. The landscaping shall be installed prior to final building inspection.

jj. Prior to final inspection, the Applicant shall submit a landscape audit report to the Public Works Department.

kk. All Agreements shall run with the land and shall be recorded with the San Mateo County Recorder's Office prior to final inspection, subject to review and approval of the Engineering Division.

6. Approve the architectural control and BMR agreement subject to the following ***project-specific*** conditions:

a. The applicant shall address all Mitigation Monitoring and Reporting Program (MMRP) requirements as specified in the MMRP (Attachment K). Failure to meet these requirements

may result in delays to the building permit issuance, stop work orders during construction, and/or fines.

b. Simultaneous with the submittal of a complete building permit application, the applicant shall submit an updated LEED Checklist, subject to review and approval of the Planning Division. The Checklist shall be prepared by a LEED Accredited Professional (LEED AP). The LEED AP should submit a cover letter stating their qualifications, and confirm that they have prepared the Checklist and that the information presented is accurate. Confirmation that the project conceptually achieves LEED Silver certification shall be required before issuance of the building permit. Prior to final inspection of the building permit or as early as the project can be certified by the United States Green Building Council, the project shall submit verification that the development has achieved final LEED Silver certification.

c. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a full shoring plan subject to review and approval of the Planning and Building Divisions.

d. Prior to issuance of each building permit, the applicant shall pay the applicable Building Construction Street Impact Fee in effect at the time of payment to the satisfaction of the Public Works Director. The current fee is calculated by multiplying the valuation of the construction by 0.0058.

e. Prior to commencing any work within the right-of-way or public easements, the Applicant shall obtain an encroachment permit from the appropriate reviewing jurisdiction.

f. Any nonstandard improvements within public right-of-way shall be maintained in perpetuity by the owner. Owner shall execute an Agreement to maintain non-standard sidewalks and planting strips if any. Agreement shall be subject to review and approval of the Engineering Division and City Attorney and shall be recorded prior to final occupancy of the last building.

g. Prior to issuance of building permit, the applicant shall submit the El Camino Real/Downtown Specific Plan Preparation Fee, which is established at $1.13/square foot for all net new development. For the subject proposal, the fee is estimated at $25,691.68 ($1.13 x 22,736 net new square feet).

h. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a maintenance plan for all street trees to ensure they are managed to maintain roof access and residential egress window access, subject to review and approval of the Planning Division.

i. The on-street parking being installed as part of this project is within City of Menlo Park right-of-way and will be maintained by the City, will be publicly accessible to any users, and will not be reserved spaces for any specific property(s). The City cannot guarantee these parking spaces will remain and they may be removed as part of public improvements in the City right-of-way at a future date.

j. The on-site Parking Puzzlers will be maintained and managed by the property management company of the property(s) and staff is required to be on-site at all times to address any issues that may arise. The operations of the Parking Puzzlers, including training of users and regulation of usage will be managed by the property management company. The property management team will be responsible for ensuring that those assigned to the

Parking Puzzler systems are using the system to allow the visitors and guests access to the standard spaces at all times.

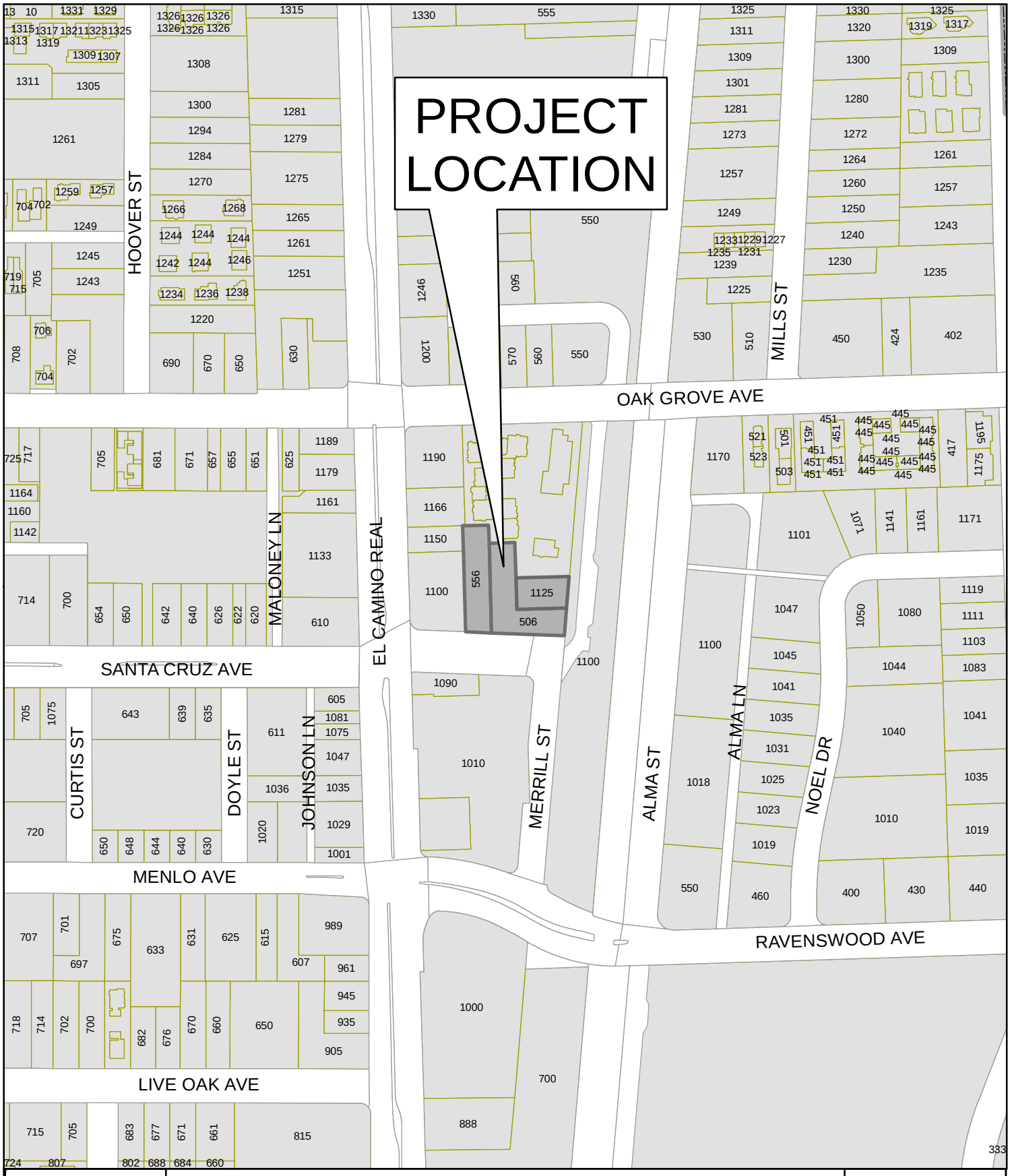
k. The Transportation Impact Fee (TIF) for 506 Santa Cruz Avenue is estimated to be $34,966.80. This was calculated by multiplying the fee of $4.80/S.F. for Office by net new Office of 10,425 S.F. and $4.80/S.F. for Retail by net new Retail of -4,388 (a net decrease in square footage provides a credit) and $1,996.40/unit for Multi-family residential by net new Multi-family residential of 3 units. Please note this fee is updated annually on July 1st based on the Engineering News Record Bay Area Construction Cost Index. Fees are due before a building permit is issued.

l. The Transportation Impact Fee (TIF) for 556 Santa Cruz Avenue is estimated to be $13,686.00. This was calculated by multiplying the fee of $4.80/S.F. for Office by net new Office of 7,452 S.F. and $4.80/S.F. for Retail by net new Retail of -3,353 S.F. (a net decrease in square footage provides a credit) and $1,996.40/unit for Multi-family residential by net new Multi-family residential of -3 units (a net decrease in units provides a credit). Please note this fee is updated annually on July 1st based on the Engineering News Record Bay Area Construction Cost Index. Fees are due before a building permit is issued.

m. The Transportation Impact Fee (TIF) for 1125 Merrill Street is estimated to be $12,758.00. This was calculated by multiplying the fee of $4.80/S.F. for Office by net new Office of 4,366 S.F. and $4.80/S.F. for Retail by net new Retail of -2,124 S.F. (a net decrease in square footage provides a credit) and $1,996.40/unit for Multi-family residential by net new Multi-family residential of 1 unit. Please note this fee is updated annually on July 1st based on the Engineering News Record Bay Area Construction Cost Index. Fees are due before a building permit is issued.

n. The City has adopted a Supplemental Transportation Impact Fee for the infrastructure required as part of the El Camino Real / Downtown Specific Plan. The fee is calculated at $393.06 per PM peak hour vehicle trip. The proposed projects at 506 Santa Cruz Avenue, 556 Santa Cruz Avenue and 1125 Merrill Street are subject to a combined Supplemental TIF of $29,086.44 for a total of 74 PM peak hour trips. Payment is due before a building permit is issued and the supplemental TIF will be updated annually on July 1st along with the TIF.

o. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a revised historic resource evaluation for 1125 Merrill Street, reflecting the building changes since the initial evaluation, subject to review and approval of the Planning Division. This may take the form of a supplemental letter/memo from the historic architect.



CITY OF MENLO PARK

LOCATION MAP

506 & 556 SANTA CRUZ AVENUE

1125 MERRILL STREET

DRAWN: TAS CHECKED: CDS DATE: 05/14/18 SCALE: 1" = 300' SHEET: 1

506 & 556 Santa Cruz
1125 Merrill Street

05.03.2018

COMPREHENSIVE PROJECT DESCRIPTION:

Design Concept
506 Santa Cruz, 556 Santa Cruz, and 1125 Merrill projects are designed to work cohesively in order to elevate this important station area location. The proposed designs aim to reinforce the pedestrian linkage between Santa Cruz and Oak Grove Avenue. Central to the design is the continuation of the recent streetscape improvements at 1145 and 1155 Merrill and enhancing the feel of the tree lined pedestrian experience. The three buildings conform to the higher intensity development intent of Station Area East, and the requirements of the Menlo Park Specific Plan while relating to the new and historic surrounding structures.

While 506 Santa Cruz and 556 Santa Cruz are designed independently of 1125 Merrill, the three projects share a similar architectural language. The projects share an architectural massing and rhythm for the lower and upper floors which breaks down the scale of the buildings and correlates with surrounding buildings. The scale is further broken down with placement of the upper residential units, which are set back. The three buildings employ a distinct yet complimentary material palette of stone and stucco which form the overall massing of the building facades. Woven into the vertically proportioned stucco and stone facades are darker horizontal bands which punctuate the window openings, and slender, articulated glass divides.

506 Santa Cruz is a four-story mixed-use building consisting of two levels of subterranean parking and on-grade parking. The first floor has cafe with a lobby at the elevator entrance. The second and third floors have offices with terraces, while the fourth floor has three residential apartments with generous private terraces. The architectural massing and rhythm for the first, second, and third floors break down the scale of the project to correlate with surrounding buildings and complies with the building modulations required by Menlo Park Specific Plan E.3.4.2. The scale is further broken down by the placement of the apartment units, which are setback on the fourth floor. These units take the form of roof top lofts commonly found throughout the Bay Area. On-grade parking, subterranean parking, and parking for 1125 Merrill can be accessed from Santa Cruz Avenue. We are proposing shared parking and the use of the trash enclosure for the occupants of 506/556 Santa Cruz Ave.

The northeastern corner of the property is anchored by a two-story volume cafe space. Outdoor seating is proposed to help celebrate this prominent corner. Additionally, at the western entrance into the site, pedestrians are greeted at the lobby entrance with a small entry plaza. This elevator lobby is a two-story volume and the cafe areas have ample clear height to comply with the 15- foot floor-to-floor requirement per Menlo Park Specific Plan section E3.5.01. The maximum building height is 60’-0”.

556 Santa Cruz is a three-story mixed-use building consisting of on-grade parking. The first floor contains a retail component that abuts Santa Cruz Ave, as well as a lobby at the elevator entrance. The second floor contains an office space with two terraces. The third floor comprises four residential apartments with private terraces. The architectural language repeats the rhythm and style of the proposed 506 Santa Cruz façade and complies with the building modulations required by Menlo Park Specific Plan E.3.4.2. On-grade parking spaces can be accessed from Santa Cruz Avenue and are located below the majority of the building. Pedestrians can enter

the building lobby at Santa Cruz Ave and also at the north entrance from the on-grade parking lot. The retail area has ample clear height to comply with the 15-foot floor- to-floor requirement per Menlo Park Specific Plan section E3.5.01. The maximum building height 45’-0”.

556 Santa Cruz will have shared parking with 506 Santa Cruz.

All three projects will provide significant offsite improvements to strengthen the pedestrian corridor by removing and replacing all sidewalks along the three project frontages and creating new and enhanced landscaping on the project corner of Merrill St. and Santa Cruz Ave. Upgrading of the storm drain, water line, and sewer line within the Santa Cruz and Merrill Street right away will take place. City staff has also required re-grading and repaving of the city streets. Preliminary pricing for these off-site improvements has come out in the range of $2,000,000 – $2,500,000.

1125 Merrill is a four-story mixed-use building consisting of street front office space, entry / elevator lobby, and ground floor parking. The second floor consists of office space with terraces on the North and South facades. Residential units comprise the third and fourth floors. On Merrill Street, pedestrian access to a glazed entry / elevator lobby and office space is intuitive and welcoming. The two existing curb cuts are replaced with concrete sidewalk that completes the Merrill Street pedestrian experience. Building parking is accommodated on the street level, with vehicular access in the rear lot entering from Santa Cruz Ave through a shared driveway.

The design of the building is conceived as horizontally stacked volumes which elegantly step back from the Merrill streetscape. At 27’-8” the 3rd floor steps back from the street, at a significantly lower height than the permissible 38'-0” street façade height limit. Outdoor terraces bring life and vibrancy to each of the balcony levels.

Planning Commission Study Session

1125 Merrill

A comprehensive study session was conducted with Planning Commission on 02.05.18, resulted in a number of important considerations which were subsequently incorporated into the design.

First, the continuous plane of glazing in previous design was replaced with a rhythm of walls and windows which create privacy and reinforce the residential character of the upper floors. The exterior façade material was revised to include Western Red Cedar siding at the upper, residential floors. The siding, laid horizontally, further accentuates the distinction between the commercial use on the lower floors and residential character of the upper floors. The siding material draws a deliberate reference to the horizontal siding used on the adjacent 1145 building, as well as the train station building across the street, resulting in a material continuity that creates a compliment between the old and the new.

Next, the massing of the Merrill street façade was broken up by continuing the language of the stepped floors from the 2nd floor to the 3rd, and 4th floors above. Floor heights were further reduced, as well as the overall building height which was reduced to 53’-0”, well below the allowable 60’-0” height limit.

Lastly, the massing along the shared property line with 1145 Merrill has been revised to step at floors 3, and 4. The residential units were reconfigured to allow the elevator to stop at the 3rd floor. The lower elevator, facilitated a gradual stepping of the building mass from the taller 506 Santa Cruz at the East property line to the two story 1145 Merrill at the West property line.

506/556 Santa Cruz

The planning commission opined that while they were in favor of the materials on 556 Santa Cruz, they believed the materials for 506 Santa Cruz could be improved. Specifically, the third floor which seemed forced in its use of stone. The Hayes Group has responded by replacing the third-floor stone with "Greek Villa" plaster. This has resulted in a warmer yet modern look, reducing the number of third floor exterior columns in half and allowing abundant daylight to enter the workspace. It also breaks down the scale of the building by limiting the stone to the first two floors. The stepped back third and fourth floors are now cement plaster which simplifies the architectural language and communicates with 556 Santa Cruz next door. This also better ties the building with the project at 1125 Merrill, which has a scale shift at the third floor and fourth floor. The louvers above the drive aisle entry have also been replaced by windows to create a better flow with the rest of the building design and neighborhood.

The commission expressed a desire to see more housing units within the project. The Hayes Group has updated the number of residential units in 556 Santa Cruz from three to four as a response these concerns.

The Hayes Group has also revisited the major modulation design. The previous "stacked box" design has been revamped with a leaner, more unified, aesthetic which employs shading devices on the second and third floor, and a sloped roof to emphasize the building's entry point.

Vehicular and Pedestrian Circulation
By sharing a single driveway off Santa Cruz Avenue, the three projects reduce the total number of curb cuts from four down to one.

506 and 556 Santa Cruz share a total of 94 parking spaces, both at grade and subterranean. Vehicular access is through the shared driveway on Santa Cruz Ave. Pedestrian access to on grade parking is through the sidewalk at 506 Santa Cruz Ave. Pedestrian access to below grade parking is through the lobby off 506 Santa Cruz Ave, via stair or elevator. The parking deficiency at 556 Santa Cruz will be picked up on the 506 Santa Cruz site.

1125 Merrill provides 19 parking spaces, located at the ground level within the property line. Vehicular access is through the shared driveway on Santa Cruz Ave. Pedestrian access to the garage is through the lobby off Merrill Street.

Outdoor Seating
The outdoor seating area on Merrill Street will serve café patrons on their way in and out of the train station. The area is defined by the negative space carved out of the projects at 506 Santa Cruz and 1125 Merrill. A green wall with cantilevered lighting will create an outdoor room with a unique atmosphere. This idea goes hand in hand with the full height operable windows on the corner of Santa Cruz and Merrill. The Café space will be taking full advantage of our beautiful climate by integrating combinations of indoor/outdoor spaces.

SCOPE OF WORK

DEMOLITION OF (E) BUILDING ON SITE & NEW CONSTURCTION OF 4-STORY MIXED USE BUILDING, INCLUDING GROUND FLOOR PARKING WITH 19 STALLS, GROUND FLOOR BUSINESS OF 766 SF, SECOND FLOOR BUSINESS OF 2,758 SF, AND TWO RESIDENTIAL RENTAL UNITS OF 1,673 SF AND 1,683 SF ON THE THIRD AND FOURTH FLOORS. THE PROJECT AREA IS COMPRISED OF A 6,469 SF LOT WITH ACCESS FROM MERRILL STREET.

PROJECT DATA

PROJECT NAME:	1125 MERRILL
SITE ADDRESS:	1125 MERRILL STREET, MENLO PARK, CA 94025
OWNER:	MERRILL STREET INVESTORS LLC
A.P.N. & PARCEL AREA:	061-441-030, 6469 SF
ZONING DISTRICT:	SP-ECR/D, STATION AREA EAST
OCCUPANCY GROUP:	B / R-3 / U
CONSTRUCTION TYPE:	II - A, FULLY-SPRINKLERED
APPLICABLE CODES:	2016 California Building Code 2016 California Electrical Code 2016 California Mechanical Code 2016 California Plumbing Code 2016 California Green Building Code 2016 California Energy Code 2016 California Fire Code

VICINITY MAP

PROJECT DIRECTORY

OWNER:	MERRILL STREET INVESTORS LLC P.O. BOX 1672 PALO ALTO, CA. 94302 CHASE@PRINCESTREETPARTNERS.COM T. 650 324 1529
ARCHITECT:	FIELD ARCHITECTURE, INC. 974 COMMERCIAL ST SUITE 104 PALO ALTO, CA. 94306 JESS@FIELDARCHITECTURE.COM T. 650 462 9554
CONTRACTOR:	DEVCON CONSTRUCTION 690 GIBRALTAR DRIVE MILPITAS, CA 95035 T. 408.942.8200
ARBORIST:	CITY ARBORIST TREE CARE 325 SHARON PARK DRIVE, #646 MENLO PARK, CA 94025 HENRY ARDALAN ARBORIST@CITYARBORIST.COM T. 650.321.2795
LANDSCAPE ARCHITECT:	GUZZARDO PARTNERSHIP INC. 181 GREENWICH STREET SAN FRANCISCO, CA 94111 GLAYMON@TGP-INC.COM T. 415.433.4672
STRUCTURAL ENGINEER:	MAR STRUCTURAL DESIGN 2629 SEVENTH STREET, SUITE C BERKELEY, CA 94710 DAVID.MAR@MARSTRUCTURALDESIGN.COM T. 510.991.1101
MECHANICAL ENGINEER:	ALPHA TECH 1 POST STREET, SUITE 2200 SAN FRANCISCO, CA 94104 TG.DAVALLOU@ATCE.COM T. 415.403.3092
CIVIL ENGINEER & SURVEYOR:	BKG ENGINEERS 1730 N. FIRST STREET, SUITE 600 SAN JOSE, CA 95112 IKONTOROVSKY@BKF.COM T. 408.469.9187
DRY UTILITIES:	URBAN DESIGN CONSULTING ENGINEERS 350 TOWNSEND STREET, SUITE 409 SAN FRANCISCO, CA 94107 JASONLING@URBANDESIGNCE.COM T. 415.658.5850

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A004	MERRILL FRONTAGE - VIEW 4
A005	MERRILL FRONTAGE - VIEW 5
A006	SANTA CRUZ - GARAGE VIEW
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A022	SF CALCULATIONS SITE PLAN
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A024	FLOOR AREA DIAGRAMS (L3,L4)
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FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	

TITLE SHEET

Sheet number

A000

4/19/2018 12:16:19 PM

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REFERENCED TITLE INSURANCE POLICY

TITLE COMPANY:	OLD REPUBLIC TITLE COMPANY 361 LYTTON AVENUE PALO ALTO, CA. 94301
ORDER NO.:	0626029205–JG
PRELIMINARY REPORT DATE:	OCTOBER 10, 2016 7:30 A.M.
TITLE OFFICER:	JACQUELINE GRIFFIN
TITLE VESTED IN:	1125 MERRILL STREET ASSOCIATES, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY
NATURE OF OF TITLE:	A FEE
PROPERTY ADDRESS:	1125 MERRILL STREET MENLO PARK, CA. 94025
ASSESSOR'S PARCEL NO.:	061–441–030
FLOOD ZONE DESIGNATION:	ZONE X AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN PER FLOOD INSURANCE RATE MAP (FIRM), NO. 060321 (CITY OF MENLO PARK), PANEL 0308, SUFFIX E, EFFECTIVE DATE OCTOBER 16, 2012 FROM FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA).
LAND AREA:	6,469 SQUARE FEET
PARKING COUNT:	5 REGULAR SPACES

PROPERTY DESCRIPTION:

THE LAND REFERRED TO IN THIS REPORT IS SITUATED IN THE COUNTY OF SAN MATEO, CITY OF MENLO PARK, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

A PORTION LOTS 188 AND 189, AS DESIGNATED ON THAT CERTAIN MAP ENTITLED, 'PLAT OF THE LANDS OF THE MENLO PARK VILLA ASSOCIATION, SOUTHERN PORTION OF PULGAS RANCHO, SAN MATEO COUNTY, CALIFORNIA', WHICH MAP WAS FILED IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA ON SEPTEMBER 14, 1863, IN BOOK 'C' OF MAPS AT PAGE 6 AND COPIED INTO BOOK 2 OF MAPS AT PAGE 40, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTHWESTERLY LINE OF MERRILL AVENUE, AS DESCRIBED IN THE AGREEMENT TO CITY OF MENLO PARK RECORDED APRIL 30, 1952 IN BOOK 2236 OF OFFICIAL RECORDS AT PAGES 572, DISTANT THEREON SOUTH 51°45' EAST, 275 FEET, 4.4 INCHES FROM THE SOUTHEASTERLY LINE OF OAK GROVE AVENUE, SAID POINT BEING THE MOST EASTERLY CORNER OF THAT PARCEL DESCRIBED IN THE DEED TO ANTHONY GOULARTE PIMENTEL, ET UX, RECORDED MAY 4, 1951 IN BOOK 2065 OF OFFICIAL RECORDS AT PAGE 485 (FILE NO. 34263–J); THENCE SOUTH 51° 45' EAST, ALONG THE SOUTHWESTERLY LINE OF MERRILL AVENUE 67.90 FEET TO THE NORTHWESTERLY LINE OF PARCEL TWO DESCRIBED IN THE DEED TO ERNEST J. KIMP, RECORDED APRIL 18, 1950; IN BOOK 1838 OF OFFICIAL RECORDS AT PAGE 690 (FILE NO. 51294–I); THENCE SOUTH 35° 0' 26" WEST (CALLED SOUTH 36° 10' WEST IN SAID DEED), ALONG SAID NORTHWESTERLY LINE 96.89 FEET TO THE SOUTHWESTERLY LINE OF THAT PARCEL DESCRIBED IN THE DEED TO J. EDWARD LATHAM, ET AL, RECORDED AUGUST 4, 1952 IN BOOK 2275 OF OFFICIAL RECORDS AT PAGE 557; THENCE NORTH 58° 05' WEST, ALONG SAID SOUTHWESTERLY LINE OF 60.55 FEET TO THE SOUTHEASTERLY LINE OF PIMENTEL PARCEL MENTIONED ABOVE; THENCE NORTH 31° 18' 40" EAST, ALONG SAID SOUTHEASTERLY LINE 104.20 FEET TO THE POINT OF BEGINNING.

APN: 061–441–030

LEGEND

AC	ASPHALT CONCRETE	RCP	REINFORCED CONCRETE PIPE
BLGC	BUILDING CORNER	SDDI	STORM DRAIN, DRAINAGE INLET
BLGL	BUILDING LINE	SDMH	STORM DRAIN, MANHOLE
BOL	BOLLARD	SSCO	SANITARY SEWER, CLEANOUT
CB	CATCH BASIN	SSMH	SANITARY SEWER, MANHOLE
CC	CONCRETE	SW	SIDEWALK
CLF	CHAIN LINK FENCE	TB	TELEPHONE BOX
CMP	CORRUGATED METAL PIPE	TC	TOP OF CURB AT FACE
COMM	COMMUNICATION BOX	TELCO	TELEPHONE COMPANY
CONC	CONC	TH	THRESHOLD
DBL	DOUBLE	TSB	TRAFFIC SIGNAL BOX
DW	DRIVEWAY	TV	TELEVISION BOX
EB	ELECTRIC BOX	UB	UNKNOWN UTILITY BOX
EP	EDGE OF PAVEMENT	UCAB	UTILITY CABINET
EV	ELECTRIC VAULT	UMH	UNKNOWN UTILITY MANHOLE
FF	FINISHED FLOOR	VCP	VITRIFIED CLAY PIPE
FH	FIRE HYDRANT	WM	WATER METER
FL	FLOWLINE	WB	BOTTOM OF WALL
GM	GAS METER	WT	TOP OF WALL
GV	GAS VALVE	WF	WOODEN FENCE
HC	HANDICAP RAMP	( )	RECORD DATA PER PTR 0626029205–JG
IG	IRON GATE	UNL	UNLESS OTHERWISE NOTED
IN	ITEM AS NOTED, INSIDE SUBJECT PARCEL	●	FOUND SURVEY MONUMENT AS NOTED
INV	INVERT		
LG	LIP OF GUTTER		
MAG	MAGNOLIA TREE		
MAS WALL	MASONRY WALL, 8" WIDE		
MP	METAL PIPE		
OUT	ITEM AS NOTED, OUTSIDE SUBJECT PARCEL		
PED	PEDESTAL		
PL	PROPERTY LINE		
P.O.B.	POINT OF BEGINNING		
PP	PLASTIC PIPE		
PTR	PER PRELIMINARY TITLE REPORT		

EXCEPTIONS FROM COVERAGE:

1. TAXES AND ASSESSMENTS, GENERAL AND SPECIAL, FOR THE FISCAL YEAR 2016 – 2017, AS FOLLOWS:

ASSESSOR'S PARCEL NO:	061–441–030
CODE NO.:	05–001
1ST INSTALLMENT:	$5,687.37 NOT MARKED PAID
2ND INSTALLMENT:	$5,687.37 NOT MARKED PAID
LAND VALUE:	$463,099.00
IMP. VALUE:	$294,694.00

NOT A SURVEY ITEM.

2. THE LIEN OF SUPPLEMENTAL TAXES, IF ANY, ASSESSED PURSUANT TO THE PROVISIONS OF SECTION 75, ET SEQ., OF THE REVENUE AND TAXATION CODE OF THE STATE OF CALIFORNIA.
NOT A SURVEY ITEM.

3. DEED OF TRUST TO SECURE AN INDEBTEDNESS OF THE AMOUNT STATED BELOW AND ANY OTHER AMOUNTS PAYABLE UNDER THE TERMS THEREOF,

AMOUNT	$1,100,000.00
TRUSTOR/BORROWER:	1125 MERRILL STREET ASSOCIATES, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY
TRUSTEE:	OLD REPUBLIC TITLE INSURANCE COMPANY
BENEFICIARY/LENDER:	CALIFORNIA BANK AND TRUST
DATED	JUNE 19, 2013
RECORDED:	JULY 17, 2013 IN OFFICIAL RECORDS UNDER RECORDER'S SERIAL NO. 2013–105067
RETURNED TO:	COMMERCIAL LOAN OPERATIONS, 401 W. WHITTIER BLVD., SUITE 200, LA HABRA, CA 90631

NOT A SURVEY ITEM.

4. AN UNRECORDED LEASE UPON THE TERMS, COVENANTS, AND CONDITIONS CONTAINED OR REFERRED TO THEREIN,

LESSOR	1125 MERRILL STREET ASSOCIATES, LLC
LESSEE	MID–PENINSULA ANIMAL HOSPITAL, INC.
DISCLOSED BY:	SUBORDINATION AGREEMENT – LEASE
DATED	JUNE 19, 2013
RECORDED:	JULY 17, 2013 IN OFFICIAL RECORDS UNDER RECORDER'S SERIAL NUMBER 2013–105068
RETURN TO ADDRESS:	COMMERCIAL LOAN OPERATIONS, 401 WEST WHITTIER BOULEVARD, SUITE 200, LA HABRA, CA 90631

SAID DEED OF TRUST BY THE PROVISIONS OF AN AGREEMENT

RECORDED:	JULY 17, 2013 IN OFFICIAL RECORDS UNDER RECORDER'S SERIAL NUMBER 2013–10568
EXECUTED BY:	SUBORDINATION AGREEMENT – LEASE WAS MADE SUBORDINATE TO THE DEED OF TRUST REFERRED TO HEREIN AS INSTRUMENT NO. 2013–105067.

NOT A SURVEY ITEM.

5. PRIOR TO THE ISSUANCE OF ANY POLICY OF TITLE INSURANCE, THE COMPANY REQUIRES THE FOLLOWING WITH RESPECT TO 1125 MERRILL STREET ASSOCIATES, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY:

1. A COPY OF ANY MANAGEMENT OR OPERATING AGREEMENTS AND ANY AMENDMENTS THERETO, TOGETHER WITH A CURRENT LIST OF ALL MEMBERS OF SAID LLC.

2. A CERTIFIED COPY OF ITS ARTICLES OF ORGANIZATION (LLC–1), ANY CERTIFICATE OF CORRECTION (LLC–11), CERTIFICATE OF AMENDMENT (LLC–2), OR RESTATEMENT OF ARTICLES OF ORGANIZATION (LLC–10).

3. RECORDING A CERTIFIED COPY OF SAID LLC–1 AND ANY 'AMENDMENTS THERETO'.
NOT A SURVEY ITEM.

6. THE REQUIREMENT THAT THE COMPANY BE PROVIDED WITH A COPY OF THE "RENT ROLL" AND "TENANT ESTOPPEL CERTIFICATES" FOR ITS REVIEW.

THE COMPANY MAY HAVE DIFFERENT AND/OR ADDITIONAL REQUIREMENTS AFTER ITS REVIEW.
NOT A SURVEY ITEM.

7. ANY UNRECORDED AND SUBSISTING LEASES.
NOT A SURVEY ITEM.

8. ANY FACTS, RIGHTS, INTERESTS, OR CLAIMS THAT ARE NOT SHOWN BY THE PUBLIC RECORDS BUT THAT COULD BE ASCERTAINED BY AN INSPECTION OF THE LAND OR THAT MAY BE ASSERTED BY PERSONS IN POSSESSION OF THE LAND.
NOT A SURVEY ITEM.

9. THE REQUIREMENT THAT THIS COMPANY BE PROVIDED WITH A SUITABLE OWNER'S DECLARATION (FORM ORT 174). THE COMPANY RESERVES THE RIGHT TO MAKE ADDITIONAL EXCEPTIONS AND/OR REQUIREMENTS UPON REVIEW OF THE OWNER'S DECLARATION.
NOT A SURVEY ITEM.

10. THE REQUIREMENT THAT THIS COMPANY BE PROVIDED WITH AN OPPORTUNITY TO INSPECT THE LAND (THE COMPANY RESERVES THE RIGHT TO MAKE ADDITIONAL EXCEPTIONS AND/OR REQUIREMENTS UPON COMPLETION OF ITS INSPECTION).
NOT A SURVEY ITEM.

BOLD TEXT INDICATES SURVEYOR'S COMMENTS.

BASIS OF BEARINGS

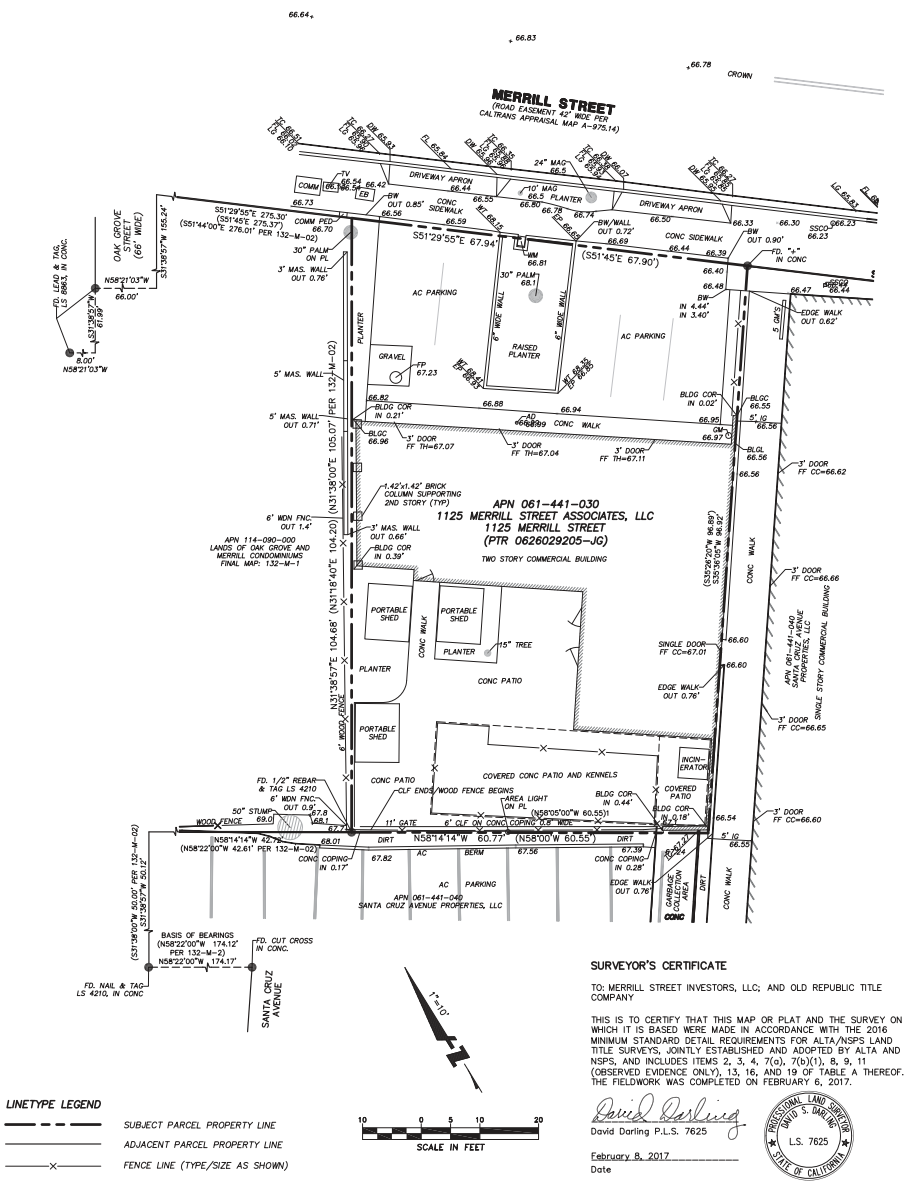
THE BEARING OF N 58°22'00" W BETWEEN THE MONUMENTS FOUND AS SHOWN ON THAT CERTAIN FINAL MAP RECORDED IN BOOK 132 OF MAPS, AT PAGES 1–15, SAN MATEO COUNTY RECORDS, AND AS SHOWN HEREON.

ELEVATION DATUM

MENLO PARK BENCHMARK No. UU110, A USC&GS BRASS DISK LOCATED IN THE TOP OF THE GRANITE FOUNDATION OF THE ELLIOT BUILDING (BRITISH BANKERS CLUB), BETWEEN TWO COLUMNS, AT THE EASTERLY CORNER OF THE INTERSECTION OF EL CAMINO REAL AND SANTA CRUZ AVENUE. ELEVATION = 71.13 FEET (NAVD 29 DATUM).

NOTES

1. DISTANCES SHOWN ARE IN FEET AND DECIMALS THEREOF.
2. TREE DIMENSIONS ARE DIAMETERS, MEASURED AT CHEST HEIGHT.
3. ONLY SURFACE UTILITIES ARE SHOWN. NO ATTEMPT HAS BEEN MADE TO SHOW UNDERGROUND UTILITIES. CONTRACTOR TO VERIFY ACTUAL LOCATIONS OF UTILITIES PRIOR TO CONSTRUCTION.



LINETYPE LEGEND

SUBJECT PARCEL PROPERTY LINE

ADJACENT PARCEL PROPERTY LINE

FENCE LINE (TYPE/SIZE AS SHOWN)

SURVEYOR'S CERTIFICATE

TO: MERRILL STREET INVESTORS, LLC; AND OLD REPUBLIC TITLE COMPANY

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 2, 3, 4, 7(a), 7(b)(1), 8, 9, 11 (OBSERVED EVIDENCE ONLY), 13, 16, AND 19 OF TABLE A THEREOF. THE FIELDWORK WAS COMPLETED ON FEBRUARY 6, 2017.

David Darling P.L.S. 7625

February 8, 2017
Date

PROFESSIONAL LAND SURVEYOR DAVID S. DARLING L.S. 7625 STATE OF CALIFORNIA

1730 N. FIRST STREET
SUITE 600
SAN JOSE, CA 95112
408-467-9100
408-467-9199 (FAX)
BKF Engineers | Surveyors | Planners

ALTA/NSPS LAND TITLE SURVEY
1125 MERRILL STREET
APN: 061–441–030

MENLO PARK — SAN MATEO COUNTY — CALIFORNIA

No.	Revisions

Date: 2–08–2017
Scale: 1"=10'
Design:
Drawn: HJH
Approved: DSD
Job No: 20166164

Drawing Number:
166164
1 OF 1

D2

MERRILL FRONTAGE - VIEW 1

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	

MERRILL FRONTAGE - VIEW 1

Sheet number

A001

4/19/2018 12:04:23 PM

D3

MERRILL FRONTAGE - VIEW 2

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	

MERRILL FRONTAGE - VIEW 2

Sheet number

A002

4/19/2018 12:04:24 PM

D4

MERRILL FRONTAGE - VIEW 3

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	

MERRILL FRONTAGE - VIEW 3

Sheet number

A003

4/19/2018 12:04:25 PM

D5

MERRILL FRONTAGE - VIEW 4

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	

MERRILL FRONTAGE - VIEW 4

Sheet number

A004

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D6

MERRILL FRONTAGE - VIEW 5

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	

MERRILL FRONTAGE - VIEW 5

Sheet number

A005

4/19/2018 12:04:27 PM

SANTA CRUZ - GARAGE VIEW

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	

SANTA CRUZ - GARAGE VIEW

Sheet number

A006

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D8

FIRE DEPARTMENT NOTES

ACCESS

Fire Apparatus Access is to be provided on Merrill St fronting the subject property these to meet public access for covered and open parking. Aerial Ladder Access to be established along Merrill St where overhead electrical wiring is not located, The aerial ladder placement shall meet the prescriptive distance requirements outlined in CFC Appendix D105. The following are general Access requirements that apply to subject project:

1. Fire apparatus roadways, including public and private streets and in some cases driveways used for vehicle access, shall be capable of supporting the imposed weight of a 75,000 pound (34,050 kg) fire apparatus and shall be provided with an all weather driving surface. Only paved or concrete surfaces are considered to be all weather driving surfaces. CFC .2016, Appendix D.
2. NOTE ON FIELD PLAN: All curbing located within the complex that has not been assigned as onsite parking shall be designated as "No Parking Fire Lane". All fire lanes to comply with MPFD standard for "Designation and Marking of Fire Lane"; since there are only two points of access to the complex "Entrance Sign B" may be used at each point of access to complex. Provide a complete no parking-fire lane stripping plan with no parking signage in accordance to MPFD standard on subsequent submittal:
   a. Roadway width for project illustrated at 26 feet with parallel parking on South side of street.
3. NOTE ON FIELD PLAN: Fire apparatus roadways, including public or private streets or roads used for vehicle access shall be installed and in service prior to construction. Fire protection water serving all hydrants shall be provided as soon as combustible material arrives on the site:
   a. PRIOR TO COMBUSTIBLE MATERIAL ARRIVING ON THE SITE, CONTACT THE MENLO PARK FIRE PROTECTION DISTRICT TO SCHEDULE AN INSPECTION OF ROADWAYS AND FIRE HYDRANTS. CFC 2016.
4. For buildings 30 feet (9144 mm) and over in height above natural grade, the required fire apparatus access roadway shall be a minimum of 26 feet (7925 mm) in width, and shall be positioned parallel to at least one entire side of the building, and the fire lane shall be located within a minimum of 15feet (4572 mm) and a maxunum of30 feet (9144mm) from the building. CFC .2016, Appendix DI05:
   a. Fire District staging areas to be located along Merrill St fronting project and aerial ladder truck detail on Plan Sheet A0.20 for Aerial Ladder Truck Minimum and Maximum climbing angles, if a climbing angle is less than 50 degrees the roadway shall be adjusted to comply to the charging condition listed above. Note Aerial Ladder requires minimum 4' setback on any side to allow for outriggers.
   b. Based on the Aerial ladder Truck position as per the detail listed on Plan Sheet A0.20 the aerial ladder will not reach the (4th) fourth floor window due in part to the setback design for the (3rd & 4th) third and fourth floors.
5. Roof access atop stairwell #2 shall be provided as per prescriptive requirements outlined in CFC/CBC 2016 edition.
6. Traffic Opticom Signal Preemption System required for all traffic intersections controlled with a traffic signal. An encroachment permit shall accompany these installations.

WATER SUPPLY

1. Applicant to provide fire flow modeling report through a separate engineered plan showing how this is to be achieved. This document shall be submitted to Menlo Park Fire Protection District for review and approval prior to issuance of grading and building permits. CFC 2016, Sec. 507 .5 .1 Appendix B Section 105 .2 & Table 105 .1: *Corrective Action-Provide Fire Flow Modeling Report from a separate engineered plan detailing suppression system requirements, the buildings and fire hydrants fire flow requirements.*
   a. The 70% reduction for Fire Flow noted in CFC does not apply, upon approval from the Fire Marshal a 50% reduction in fire flow may be granted, however that percentage reduction will be dependent upon construction feature for project, discrepancies in building design that would adversely impact fire ground operations as per the discretion of the Fire Marshal.
2. Our records show two existing fire hydrants 1st located at the corner of Santa Cruz & Merrill St. and the 2nd located in front of 1155 Merrill St. Required number of hydrants shall meet prescriptive requirements,based on required fire flow noted above, and outlined as per CFC Section 507.5.1 & Appendix C. All hydrants to comply to the following:
   a. All fire hydrants shall be wet barrel standard steamer type with 1-4 1/2" (114.3 mm) and 2-2 1/2" (63.5 mm) outlets. MPFPD CFC Sec. 507.5. & Appendix B (Fire Flow) & C (Location and distribution of hydrants). *Corrective Action-The number and location of fire hydrants to be based upon fire flow modeling report as per CFC criteria.*
3. Fire hydrants and fire appliances (fire department connections FDC and post indicator valves PIV) shall be clearly accessible and free from obstruction. FDC shall be relocated to the North/West corner of the proposed building facing Merrill St.

COMMERCIAL BUILDING:
FIRE SUPPRESSION SYSTEMS

1. For single story buildings or structures with an interior height of up to 18 feet as measured from the finished floor to the underside of ceiling, the minimum sprinkler design shall be 0.18 gpm over the most remote 3,000 sq. ft. area plus 500 gpm hose stream included at the base of the riser. For buildings or structures with an interior height of over 18 feet from finished floor to the underside of the ceiling, the minimum sprinkler design shall be 0.33 gpm over the most remote 3,000 sq. ft. area plus 500 gpm for hose streams included at the base of the riser. With written approval from the fire code official, schools, churches and similar occupancies which have few hazards and are unlikely to change may use lesser sprinkler design densities allowed by NFP A 13 and Chapter 9 of the Fire ode.
2. An approved Combination Fire Sprinkler/Class I Standpipe System shall be installed throughout structure. Systems in new office buildings shall include a safety factor in the piping system, and plugged branc line piping allowing for future modifications. In new office buildings shell the Sprinkler system shall be designed to .18 gpm/ 3,000 square foot of coverage area. In new garage area the automatic fire sprinkler system shall be designed to .20 gpm/ 2,000 square feet of coverage area. Residential units shall require the sprinkler system designed to .10 gpm/Area Served. Fire sprinkler system to comply with NFPA 13 2016 edition and Menlo Park Fire Protection District Standards. A separate plan review fee will be collected upon review of these plans:
   a. Each floor level shall have a dedicated sprinkler riser assembly installed enabling fire department personnel direct access. The buildings 1st, 2nd, 3rd & 4th floors sprinkler riser assembly to be located in stairwell #2. A 2-1/2" Standpipe Outlet required in stairwell #2 located at each floors main landing.
   b. The Standpipe Outlet shall be located on main floor landing and shall reach all portions of the floor served at a 200 foot distance from the Outlet.
   c. Each floor level shall have a dedicated sprinkler riser assembly installed enabling fire department personnel direct access. The building 1st, 2nd, 3rd & 4th floors sprinkler riser assembly to be located in stairwell #2 serving building.
   d. Roof access shall have a two standpipe outlets, and most remote standpipe shall be calculated at 500gpm, and additional 250gpm added to outlet below totaling 750gpm. Include in fire flow calculation.

FIRE DETECTION SYSTEM

2. An approved (manual and automatic) fire alarm system is required. A minimum of two sets of plans, specifications and other information pertinent to the system must be submitted to the Menlo Park Fire Protection District for review and
   approval prior to installation. A separate plan review fee will be collected upon review of these plans:
   a. Fire alarm systems shall be U.L. Certificated, Certificate of Completion and other documentation listed the National Fire Alarm Code shall be provided for all new fire alarm system installations.

EXITING

3. The provided plans illustrate access to and egress for the two residential units located on the 3rd & 4th floor only have a single stairwell providing access. Stairwell #1 is shown to provide access to the 2nd floor only. It is not clear how this stairwell configuration meets those requirements outlined in CBC/CFC Chapter Ten
   for Means of Egress. ***Provide supportive documentation with a detailed Code Analysisfor required exitingfor the residential units located on the 3rd &*** *,th* ***floors. Include specific CBC/CFC Section that support a single stairwell meting egress requirements.***
4. Means of egress components to include exit pathway throughout use, exit stairwells, exit enclosure providing access to exit doors, door hardware, exit signs, exit illumination and emergency lighting shall comply to CFC/CBC Chapter Ten.

GENERAL COMMENTS

5. Approved numbers or addresses shall be placed on all new and existing buildings in such a position as to be plainly visible and legible from the street or road fronting the property. Said numbers shall contrast with their background. Individual suite numbers shall be permanently posted on the main entrance doors of tenant spaces. If rear outside doors to tenant spaces are installed, they shall include the installation of numerical address numbers corresponding to front addressing. Numbers on new occupancies shall comply with the following:
   a. Structures up to 50 feet (15240 mm) in height shall have addresses with a min. 1 inch (25.4 mm) stroke wide by min. 8 inches (203.2 mm) high.
   b. Structures over 50 feet (15240 mm) high shall have addresses with a min. 2.5 inch (63.5 mm) stroke wide by min. 12 inches (304.8 mm) high.

   CFC Section 511, Firefighter Air Systems. When required by the fire code official, a firefighter air system shall be installed in new buildings four or more stories in height and in existing buildings greater than 75 feet in height, not later than December 31, 2005, and any underground structures that are two or more floors below grade. Installation shall be in accordance with this ordinance and Menlo Park Fire Protection District Standard, "Firefighter Air Systems," see Chapter 80.

   Exception: R-3 Occupancies.
1. **CFC Section 510, Emergency Responder Radio Coverage.** When required by the fire code official, all new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems within MPFD at the exterior of the building. This section shall not require improvements of the existing public safety communication systems.

   Exceptions:
   a. Where approved by the building official & fire code official, a wired communication system in accordance with Section 907 .2.13 .2 shall be permitted to be installed of maintained in lieu of an approved radio coverage system.
   b. Where it is determined by the fire code official that the radio coverage system is not needed.
   c. In facilities where emergency responder radio coverage is required and such systems, component or equipment required could have a negative impact on the normal operations of that facility, the fire code official shall have the authority to accept an automatically activated emergency responder radio coverage system.

   MPFD requires a construction permit for the installation or modification to emergency responder radio coverage system as provisioned in CFC Section 105.7.5. A separate plan review fee will be collected upon review of these plans.
2. Elevators shall conform to the provisions ofisted in Section 607 of the CBC 2016. At least one elevator shall be of a size that will accommodate one gurney (max 24 inches by 84 inches [610 mm by 2134 mm]) and three attendants.
3. A minimum 2A 10BC rated fire extinguisher shall be located at or near exits and shall be placed so that the travel distance to a fire extinguisher shall not to exceed 75 feet. Verify with Fire Inspector at time ofrough inspection to assist with placement of extinguisher(s).
4. Exit signs, emergency lighting, address posting, fire lane, marking, fire extinguishers and Knox Box location to be field verified by Fire Inspector.
5. The single man door providing direct access to the Sprinkler Riser Assembly (for each building) shall require signage on the door accessing riser stating - "Riser Room" or agreed upon language.
6. Approved plans and approval letter must be on site at the time of inspection.
7. Final acceptance of this project is subject to field inspection.

Deputy Fire Marshal Bob Blach of the Menlo Park Fire Protection District at 650-688-8430 is assigned to this project, you may contact either of us if you should have any questions.

1. Nothing in this review is intended to authorize or approve any aspects of the design or installation which do not strictly comply with all applicable codes and standards. Menlo Park Fire Protection District is not responsible for inadvertent errors or omissions pertaining to his review and/or subsequent field inspection(s) i.e., additional comments may be added during subsequent drawing review or field inspection. Please call with any questions.

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	TMD
Scale	

NOTES

Sheet number

A010

4/19/2018 12:04:28 PM

D9

ZONING COMPLIANCE ANALYSIS

	REQUIRED	PROPOSED	COMPLIES
ASSESSOR'S PARCEL NUMBER:	061-441-030	-	-
TOTAL SITE AREA:	6469 SF	6469 SF	-
ZONING DISTRICT:	SA E	SA E	-
HISTORIC CATEGORY:	NONE	-	-
FLOOD ZONE:	N/A	N/A	-
MAXIMUM FAÇADE HEIGHT:	38' - 0"	27' - 8"	YES
BUILDING FAÇADE - MINOR VERTICAL FAÇADE MODULATION:	MINIMUM 2' - 0" DEEP BY 5' - 0" WIDE	3' - 1" DEEP BY 17' - 9" WIDE	YES
MAXIMUM BUILDING HEIGHT:	60' - 0"	53' - 0"	YES
MAXIMUM F.A.R.	1.35	1.35	YES

OPEN SPACE COMPLIANCE

PARCEL / SITE AREA - 6469 SF

SPACE FUNCTION	AREA	AREA_COMMENTS
LEVEL 2		
TERRACE	420 SF	OFFICE (SOUTH)
TERRACE	434 SF	OFFICE (NORTH)
	854 SF	
LEVEL 3		
TERRACE	720 SF	RESIDENTIAL (NORTH)
TERRACE	363 SF	RESIDENTIAL (SOUTH)
	1,083 SF	
LEVEL 4		
TERRACE	362 SF	RESIDENTIAL (SOUTH)
TERRACE	235 SF	RESIDENTIAL (NORTH)
	596 SF	
TOTAL OPEN SPACE	2,533 SF	

OPEN SPACE AS PER M.P.D.T. SPECIFIC PLAN
PER E.3.6.01 - EXCEED REQUIREMENTS FOR A MINIMUM OF 80 SF OF OPEN SPACE PER UNIT, MINIMUM DIMENSION 6' X 6'

PER E.3.6.02 - PROVISION OF RESIDENTIAL OPEN SPACE AND ACCESSIBLE OPEN SPACE ABOVE PARKING PODIUMS UP TO 16' HIGH COUNTS TOWARDS MINIMUM OPEN SPACE REQUIREMENT FOR THE DEVELOPMENT

PER E3.6.05 - PRIVATE OPEN SPACE IS AN EXTENSION OF THE INDOOR LIVING AREA, PROVIDING AN AREA THAT IS USABLE AND PLANTERS ARE PROVIDED FOR PRIVACY.

PER E.3.6.07 - LANDSCAPING (SEE LANDSCAPE DESIGN)

OCCUPANT & PARKING LOADS

OCCUPANCY CALCULATION (CBC TABLE 1004.1.2)

LEVEL	OCCUPANCY	SPACE FUNCTION	OCCUPANT LOAD FACTOR (GROSS)	GFA	OCCUPANT LOAD
L1	S-2	PARKING GARAGE	200	3881 SF	20
L1	MIXED	LOBBY (CLEAR OF ACCESS AISLE)	7	85 SF	13
L1	B	BUSINESS AREA	100	600 SF	6
L2	B	BUSINESS AREA	100	2876 SF	29
L2	B	OUTDOOR ASSEMBLY - UNCONCENTRATED (S TERRACE)	7	834 SF	120
L3	R-3	RESIDENTIAL	200	1688 SF	9
L4	R-3	RESIDENTIAL	200	1688 SF	9
TOTAL OCCUPANT LOAD					206

VEHICULAR PARKING SUMMARY

PARKING SPACE TYPE	DIMENSIONS	SPACES REQUIRED	SPACES PROVIDED
STANDARD	8' 6" x 18'	16	17
ACCESSIBLE VAN	9' 0" x 18'	1	1
EV ACCESSIBLE VAN	12' 0" x 18'	1	1
TOTAL VEHICULAR PARKING SPOTS		18	19

* FOR PARKING REQUIREMENTS (INCLUDING 1 SPACE REDUCTION) PLEASE REFER TO MEMORANDUM PREPARED BY HEXAGON TRANSPORTATION CONSULTANTS, INC., DATE SEPT 14, 2017

BICYCLE PARKING SUMMARY

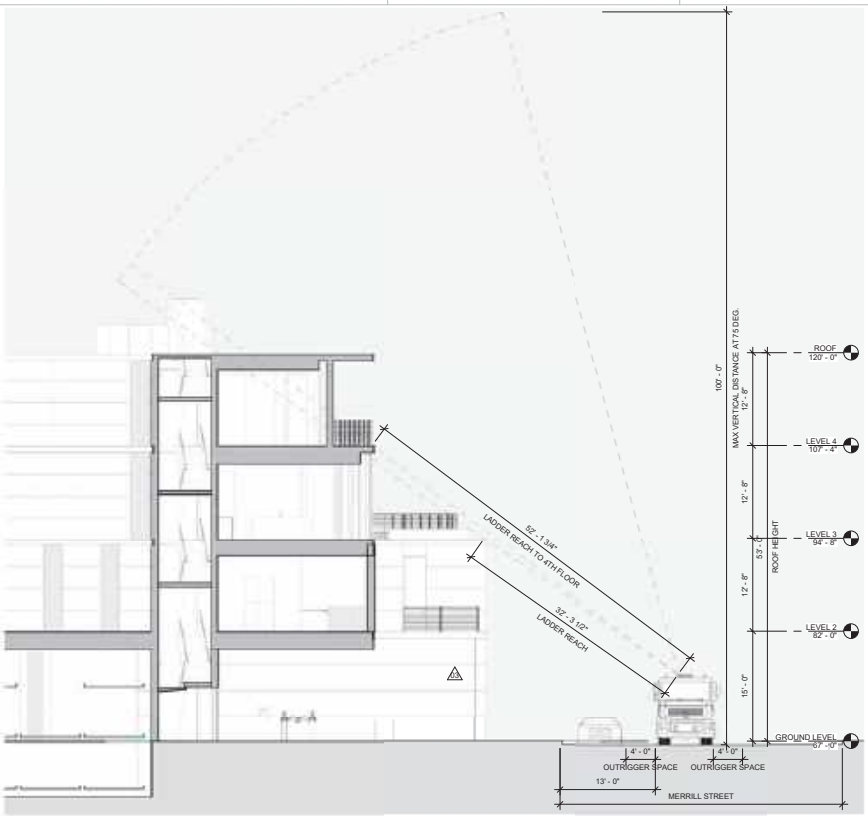
SPACE TYPE	SPACE COUNT	CLASS I - LONG TERM STORAGE RATE	REQ'D	PROV'D	CLASS II - SHORT TERM STORAGE RATE	REQ'D	PROV'D
MULTI-FAMILY DWELLING	2 UNITS	1 PER UNIT	2	2	1 PER 10 UNITS	1	1
OFFICES	4366 SF	1 PER 10,000 SF, MIN. 2	2	2	1 PER 10,000 SF, MIN. 2	2	2
TOTAL			4	4		3	3

FAR COMPLIANCE

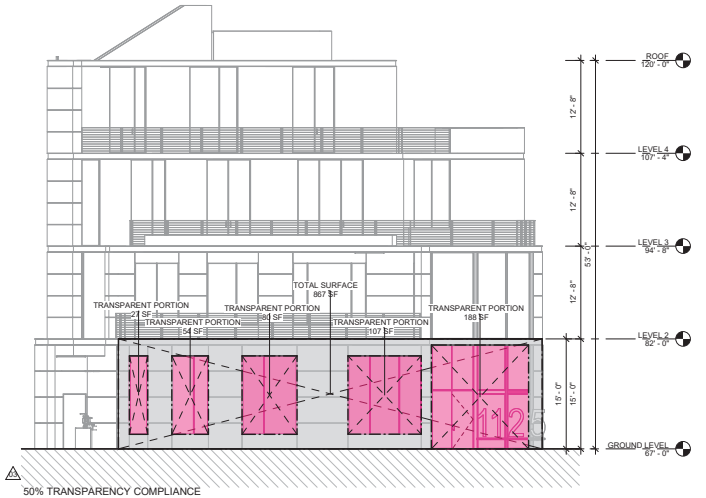
SITE AREA : 6,469 SF
MAX F.A.R : 8,733 SF (1.35 FAR)
PROPOSED AREA : 8,732 SF

FAR COMPLIANCE SUMMARY

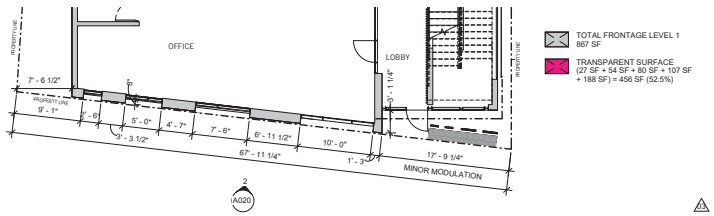
SPACE FUNCTION	LEVEL	AREA	GFA (FAR)	COMMENTS
OFFICE				
CIRCULATION	GROUND LEVEL		357 SF	50% LOBBY/CIRCULATION
OFFICE	GROUND LEVEL		766 SF	
OFFICE	LEVEL 2		2758 SF	
CIRCULATION	LEVEL 2		209 SF	EXIT STAIRS
CIRCULATION	LEVEL 2		179 SF	STAIRS (ACCESS TO EXIT, LEVEL 1)
CIRCULATION	LEVEL 2		97 SF	ELEVATOR
			4366 SF	
RESIDENTIAL				
CIRCULATION	GROUND LEVEL		357 SF	50% LOBBY/CIRCULATION
RESIDENTIAL	LEVEL 3		1910 SF	
CIRCULATION	LEVEL 3		180 SF	EXIT STAIRS
CIRCULATION	LEVEL 3		311 SF	ELEVATOR
RESIDENTIAL	LEVEL 4		1428 SF	
CIRCULATION	LEVEL 4		180 SF	EXIT STAIRS
			4366 SF	
EXCLUSION | MP 16.04.325				
BUILDING COVERAGE	GROUND LEVEL	71 SF		C.4 COVERED PORCHES / BALCONIES
PARKING	GROUND LEVEL	28 SF		C.3 COVERED PARKING (BICYCLE STORAGE)
PARKING	GROUND LEVEL	3,844 SF		C.3 COVERED PARKING (VEHICULAR PARKING)
GARBAGE	GROUND LEVEL	172 SF		C.6 TRASH & RECYCLING 1.96%
ELECTRICAL	GROUND LEVEL	76 SF		C.1 NON-OCCUPIABLE SPACE 0.87%
MECHANICAL	GROUND LEVEL	62 SF		C.2 MECHANICAL ROOM (ELEV CONTROL) 0.70%
VENT SHAFT	LEVEL 2	23 SF		C.5 VENT SHAFTS
VENT SHAFT	LEVEL 3	23 SF		C.5 VENT SHAFTS
VENT SHAFT	LEVEL 4	23 SF		C.5 VENT SHAFTS
			0 SF	
OPEN SPACE |				
TERRACE	LEVEL 2	434 SF		OFFICE (NORTH)
TERRACE	LEVEL 2	420 SF		OFFICE (SOUTH)
TERRACE	LEVEL 3	720 SF		RESIDENTIAL (NORTH)
TERRACE	LEVEL 3	363 SF		RESIDENTIAL (SOUTH)
TERRACE	LEVEL 4	362 SF		RESIDENTIAL (SOUTH)
TERRACE	LEVEL 4	235 SF		RESIDENTIAL (NORTH)
			0 SF	
TOTAL GFA			8732 SF	



3 LADDER ACCESS SECTION
1/8" = 1'-0"



2 50% TRANSPARENCY COMPLIANCE DIAGRAM
1/8" = 1'-0"



1 MERRILL ST COMPLIANCE DIAGRAM
1/8" = 1'-0"

FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	As indicated

BUILDING DATA & LADDER ACCESS

Sheet number

A020

4/19/2018 12:17:14 PM

D10

LEED v4 for BD+C: Core and Shell

Project Checklist

Project Name: 1125 Merrill St
Date: 11/28/2017

Y	?	N			
1			Credit	Integrative Process	1

Y	?	N			
13	1	0	**Location and Transportation**		20
		0	Credit	LEED for Neighborhood Development Location	20
		0	Credit	Sensitive Land Protection	2
	1		Credit	High Priority Site	3
4			Credit	Surrounding Density and Diverse Uses	6
5			Credit	Access to Quality Transit	5
1			Credit	Bicycle Facilities	1
1			Credit	Reduced Parking Footprint	1
1			Credit	Green Vehicles	1

Y	?	N			
5	0	3	**Sustainable Sites**		11
Y			Prereq	Construction Activity Pollution Prevention	Required
1			Credit	Site Assessment	1
	2		Credit	Site Development - Protect or Restore Habitat	2
	1		Credit	Open Space	1
1			Credit	Rainwater Management	3
1			Credit	Heat Island Reduction	2
1			Credit	Light Pollution Reduction	1
1			Credit	Tenant Design and Construction Guidelines	1

Y	?	N			
6	3	2	**Water Efficiency**		11
Y			Prereq	Outdoor Water Use Reduction	Required
Y			Prereq	Indoor Water Use Reduction	Required
Y			Prereq	Building-Level Water Metering	Required
2			Credit	Outdoor Water Use Reduction	2
3	3		Credit	Indoor Water Use Reduction	6
	2		Credit	Cooling Tower Water Use	2
1			Credit	Water Metering	1

Y	?	N			
12	3	5	**Energy and Atmosphere**		33
Y			Prereq	Fundamental Commissioning and Verification	Required
Y			Prereq	Minimum Energy Performance	Required
Y			Prereq	Building-Level Energy Metering	Required
Y			Prereq	Fundamental Refrigerant Management	Required
4	2		Credit	Enhanced Commissioning	6
6			Credit	Optimize Energy Performance	18
1			Credit	Advanced Energy Metering	1
	1		Credit	Demand Response	2
	3		Credit	Renewable Energy Production	3
1			Credit	Enhanced Refrigerant Management	1
	2		Credit	Green Power and Carbon Offsets	2

Y	?	N			
6	2	6	**Materials and Resources**		14
Y			Prereq	Storage and Collection of Recyclables	Required
Y			Prereq	Construction and Demolition Waste Management Planning	Required
		6	Credit	Building Life-Cycle Impact Reduction	6
2			Credit	Building Product Disclosure and Optimization - Environmental Product	2
1	1		Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materi	2
1	1		Credit	Building Product Disclosure and Optimization - Material Ingredients	2
2			Credit	Construction and Demolition Waste Management	2

Y	?	N			
10	0	0	**Indoor Environmental Quality**		10
Y			Prereq	Minimum Indoor Air Quality Performance	Required
Y			Prereq	Environmental Tobacco Smoke Control	Required
2			Credit	Enhanced Indoor Air Quality Strategies	2
3			Credit	Low-Emitting Materials	3
1			Credit	Construction Indoor Air Quality Management Plan	1
3			Credit	Daylight	3
1			Credit	Quality Views	1

Y	?	N			
4	0	0	**Innovation**		6
3			Credit	Innovation	5
1			Credit	LEED Accredited Professional	1

Y	?	N			
1	1	0	**Regional Priority**		4
	1		Credit	Regional Priority: Specific Credit	1
1			Credit	Regional Priority: Specific Credit	1
			Credit	Regional Priority: Specific Credit	1
			Credit	Regional Priority: Specific Credit	1

Y	?	N			
54	10	16	**TOTALS**	Possible Points:	110

Certified: 40 to 49 points, **Silver**: 50 to 59 points, **Gold**: 60 to 79 points, **Platinum**: 80 to 110

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	

LEED CHECKLIST

Sheet number

A021

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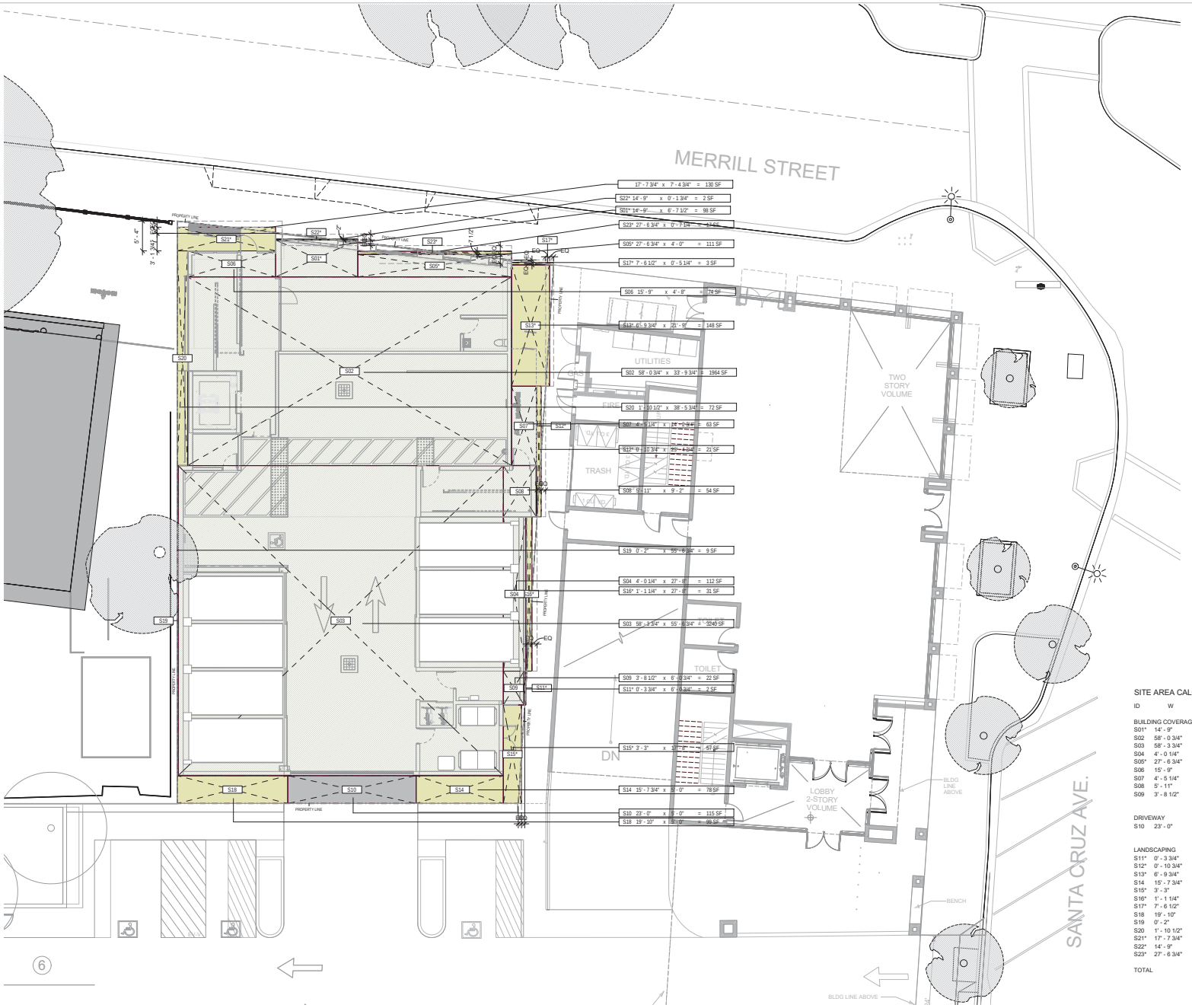
D11



1 SF CALC SITE PLAN - SITE PLAN
1/8" = 1'-0"

SITE AREA CALCULATIONS

ID	W	x	L	AREA
BUILDING COVERAGE				
S01*	14' - 9"	x	6' - 7 1/2"	98 SF
S02	58' - 0 3/4"	x	33' - 9 3/4"	1964 SF
S03	58' - 3 3/4"	x	55' - 6 3/4"	3240 SF
S04	4' - 0 1/4"	x	27' - 8"	112 SF
S05*	27' - 6 3/4"	x	4' - 0"	111 SF
S06	15' - 9"	x	4' - 8"	74 SF
S07	4' - 5 1/4"	x	14' - 2 3/4"	63 SF
S08	5' - 11"	x	9' - 2"	54 SF
S09	3' - 8 1/2"	x	6' - 0 3/4"	22 SF
				5737 SF
DRIVEWAY				
S10	23' - 0"	x	5' - 0"	115 SF
				115 SF
LANDSCAPING				
S11*	0' - 3 3/4"	x	6' - 0 3/4"	2 SF
S12*	0' - 10 3/4"	x	23' - 4 3/4"	21 SF
S13*	6' - 9 3/4"	x	21' - 9"	148 SF
S14	15' - 7 3/4"	x	5' - 0"	78 SF
S15*	3' - 3"	x	17' - 8"	57 SF
S16*	1' - 1 1/4"	x	27' - 8"	31 SF
S17*	7' - 6 1/2"	x	0' - 5 1/4"	3 SF
S18	19' - 10"	x	5' - 0"	99 SF
S19	0' - 2"	x	55' - 6 3/4"	9 SF
S20	1' - 10 1/2"	x	38' - 5 3/4"	72 SF
S21*	17' - 7 3/4"	x	4' - 2 3/4"	75 SF
S22*	14' - 9"	x	0' - 1 3/4"	2 SF
S23*	27' - 6 3/4"	x	0' - 7 1/4"	17 SF
				615 SF
TOTAL				6467 SF

FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

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04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	1/8" = 1'-0"

SF CALCULATIONS SITE PLAN

Sheet number

A022

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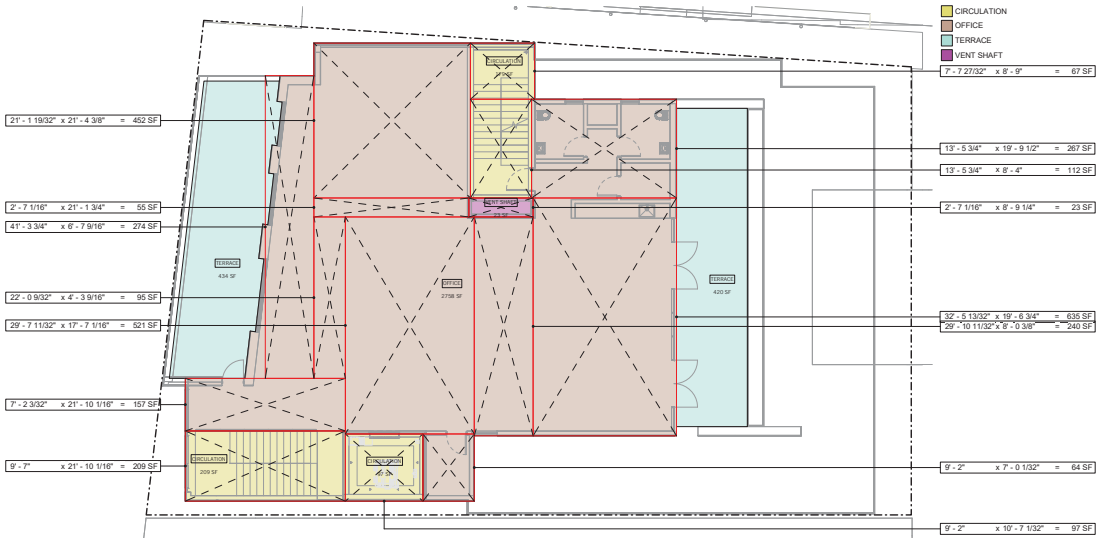
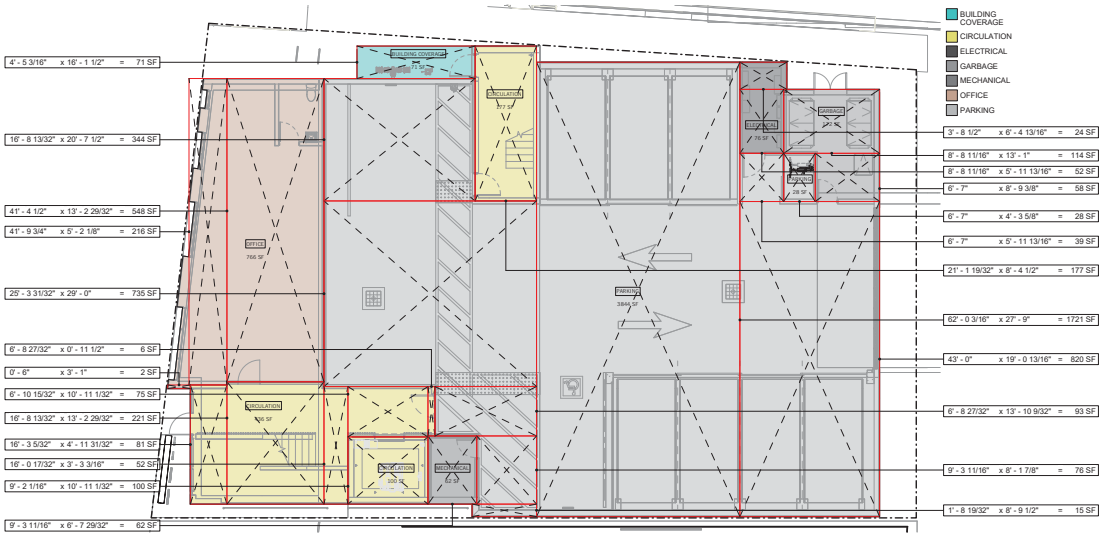
D12



2 GFA CALCULATIONS - LEVEL 2
1/8" = 1'-0"

L2 GROSS FLOOR AREA CALCULATION			
Name	Area	GFA_Area Plan	AREA_COMMENTS
CIRCULATION	486 SF	486 SF	
OFFICE	2758 SF	2758 SF	
TERRACE	854 SF		
VENT SHAFT	23 SF		C.5 VENT SHAFTS
	4120 SF	3243 SF	



1 GFA CALCULATIONS - GROUND LEVEL
1/8" = 1'-0"

L1 GROSS FLOOR AREA CALCULATION			
Name	Area	GFA_Area Plan	AREA_COMMENTS
BUILDING COVERAGE	71 SF		C.4 COVERED PORCHES / BALCONIES
CIRCULATION	714 SF	714 SF	
ELECTRICAL	76 SF		C.1 NON-OCCUPIABLE SPACE
GARBAGE	172 SF		C.6 TRASH & RECYCLING
MECHANICAL	62 SF		C.2 MECHANICAL ROOM (ELEV CONTROL)
OFFICE	766 SF	766 SF	
PARKING	3872 SF		
	5733 SF	1479 SF	

FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
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03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	MRJ
Scale	1/8" = 1'-0"

FLOOR AREA DIAGRAMS (L1,L2)

Sheet number

A023

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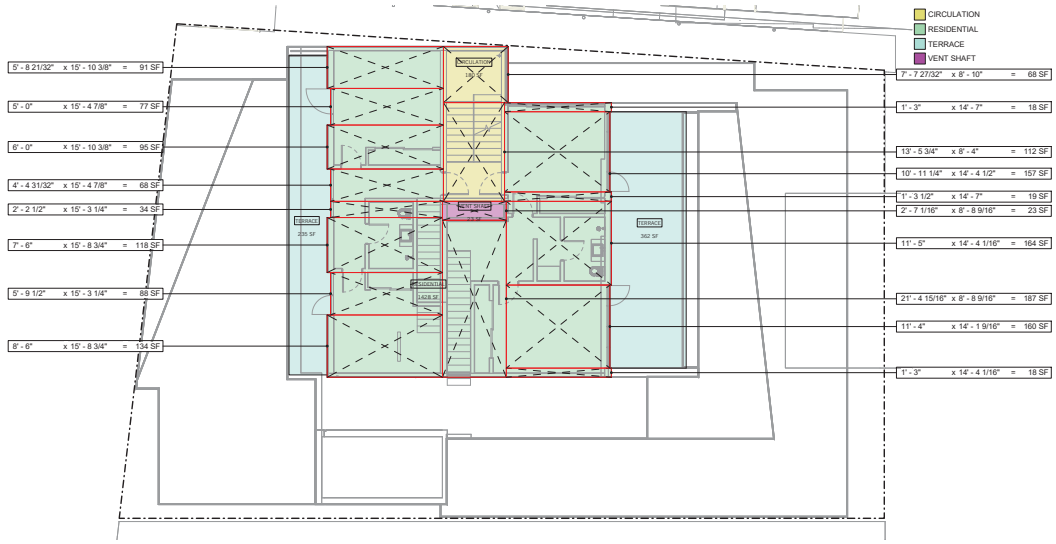
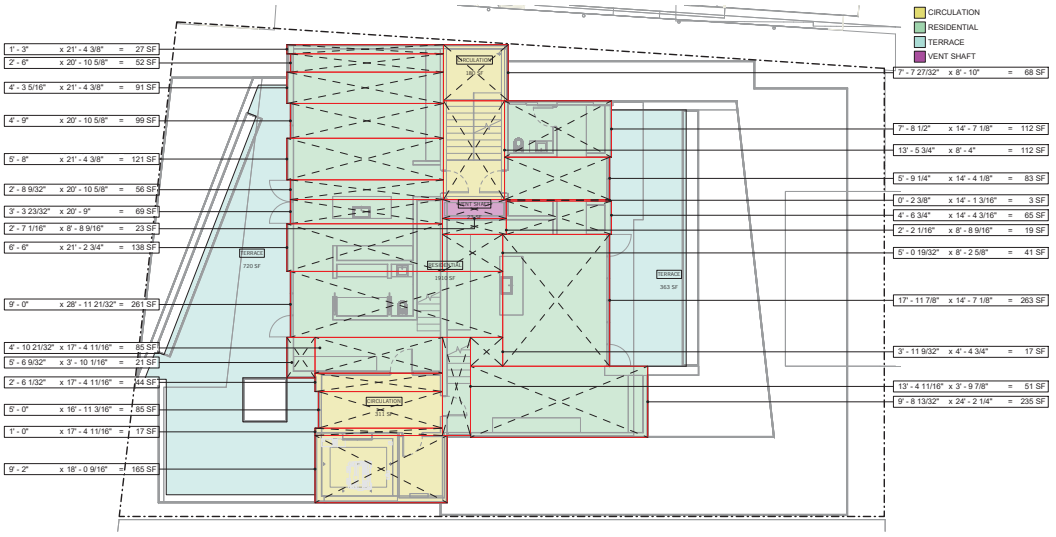
D13



2 GFA CALCULATIONS - LEVEL 4
1/8" = 1'-0"

L4 GROSS FLOOR AREA CALCULATION			
Name	Area	GFA_Area Plan	AREA_COMMENTS
CIRCULATION	180 SF	180 SF	EXIT STAIRS
RESIDENTIAL	1428 SF	1428 SF	
TERRACE	596 SF		
VENT SHAFT	23 SF		C.5 VENT SHAFTS
	2226 SF	1608 SF	



1 GFA CALCULATIONS - LEVEL 3
1/8" = 1'-0"

L3 GROSS FLOOR AREA CALCULATION			
Name	Area	GFA_Area Plan	AREA_COMMENTS
CIRCULATION	491 SF	491 SF	
RESIDENTIAL	1910 SF	1910 SF	
TERRACE	1083 SF		
VENT SHAFT	23 SF		C.5 VENT SHAFTS
	3506 SF	2401 SF	

FIELD
ARCHITECTURE
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04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	MRJ
Scale	1/8" = 1'-0"

FLOOR AREA DIAGRAMS (L3,L4)

Sheet number

A024

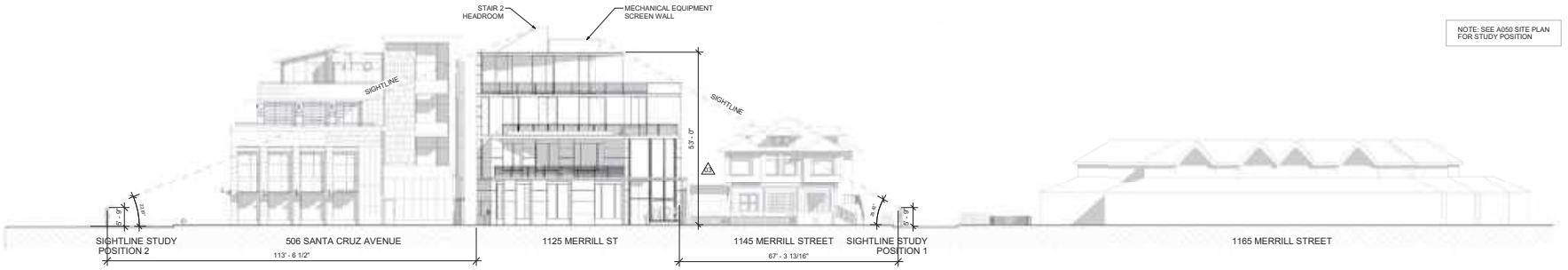
4/19/2018 12:04:59 PM

D14

MERRILL ST STREETSCAPE

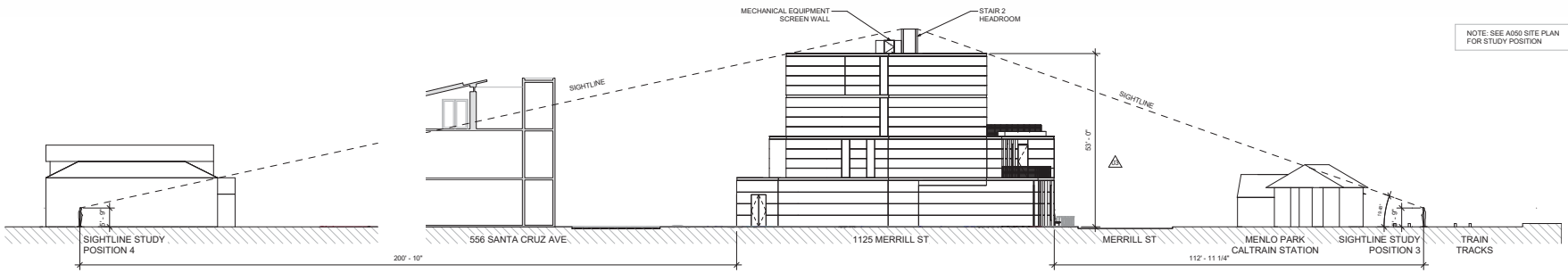
3 STREETSCAPE
1/16" = 1'-0"

0' 8' 16' 32'



NOTE: SEE A050 SITE PLAN FOR STUDY POSITION

2 MERRILL ST SIGHTLINE SECTION
1/16" = 1'-0"



NOTE: SEE A050 SITE PLAN FOR STUDY POSITION

1 SANTA CRUZ AVE. SIGHTLINE SECTION
1/16" = 1'-0"

FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
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03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	1/16" = 1'-0"

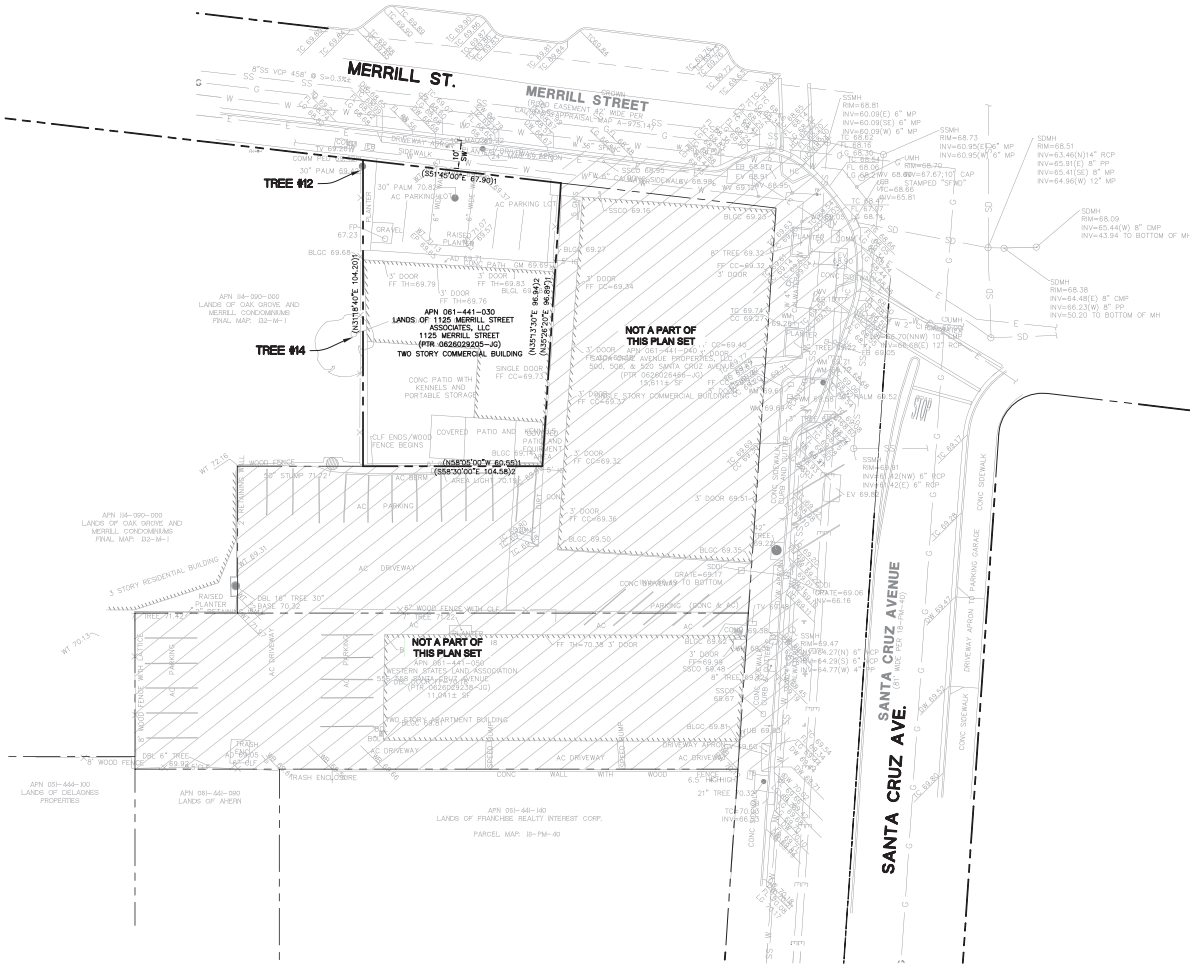
STREETSCAPE & SIGHTLINE SECTIONS

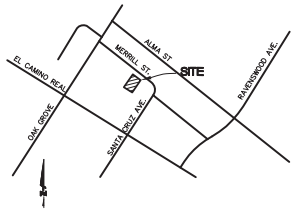
Sheet number

A030

4/19/2018 12:20:40 PM

D15





VICINITY MAP
NTS

FOR TREES #12 AND #14 CONTRACTOR IS TO PERFORM A FIELD INVESTIGATION TO DETERMINE LIMITS OF ROOTBALLS PRIOR TO ANY ISSUANCE OF CONSTRUCTION PERMIT

SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT THIS TOPOGRAPHIC MAP WAS MADE BY ME OR UNDER MY SUPERVISION. THE FIELD WORK WAS COMPLETED ON DECEMBER 2, 2016.

DAVID DARLING P.L.S. 7625

DATE

PROFESSIONAL LAND SURVEYOR DAVID S. DARLING L.S. 7625 STATE OF CALIFORNIA

BASIS OF BEARINGS
THE BEARING OF N 58°22'00" W BETWEEN THE MONUMENTS FOUND AS SHOWN ON THAT CERTAIN FINAL MAP RECORDED IN BOOK 132 OF MAPS, AT PAGES 1–15, SAN MATEO COUNTY RECORDS, AND AS SHOWN HEREON.

BENCH MARK
MENO PARK & NGS BENCHMARK No. UU110, A USC&GS BRASS DISK LOCATED IN THE TOP OF THE GRANITE FOUNDATION OF THE ELLIOT BUILDING, BETWEEN TWO COLUMNS, AT THE EASTERLY CORNER OF THE INTERSECTION OF EL CAMINO REAL AND SANTA CRUZ AVENUE. ELEVATION = 73.85 FEET (NAVD 88 DATUM).

LEGEND

- SUBJECT PARCEL PROPERTY LINE
- ADJACENT PARCEL PROPERTY LINE
- STREET CENTER LINE
- SS — SANITARY SEWER LINE
- SD — STROMDRAIN LINE
- W — WATER LINE
- E — ECLECTIC LINE
- G — GAS LINE
- FENCE
- CURB AND GUTTER
- SDMH — STORM DRAIN MANHOLE
- SSMH — SANITARY SEWER MANHOLE
- STREET LIGHT
- CATCH BASIN
- STORM DRAIN INLET
- WATER METER
- WV — WATER VALVE
- EP — ELECTRIC PULLBOX
- EGM — ELECTRIC & GAS METER
- FIRE HYDRANT
- U BOX — UTILITY BOX (GENERAL)
- T BOX — TELEPHONE BOX
- POWER POLE
- JOINT UTILITY POLE
- TREE
- DRIVEWAY — DRIVEWAY

NOTES

1. DISTANCES SHOWN ARE IN FEET AND DECIMALS THEREOF.
2. TREE DIMENSIONS ARE DIAMETERS, MEASURED AT CHEST HEIGHT.
3. ONLY SURFACE UTILITIES ARE SHOWN. NO ATTEMPT HAS BEEN MADE TO SHOW UNDERGROUND UTILITIES. CONTRACTOR TO VERIFY ACTUAL LOCATIONS OF UTILITIES PRIOR TO CONSTRUCTION.
4. ALL GRADES, INVERTS AND RIM ELEVATIONS ARE SHOWN ON NAVD88. TO CONVERT TO NGVD29 SUBTRACT 2.72'.
5. PER THE TOPOGRAPHIC SURVEY, THERE ARE NO EXISTING EASEMENTS ON SITE

ABBREVIATIONS

AC	ASPHALT CONCRETE	PP	PLASTIC PIPE
BLGC	BUILDING CORNER	PTR	PER PRELIMINARY TITLE
BLGL	BUILDING LINE		REPORT (AS SHOWN)
BOL	BOLLARD	RCP	REINFORCED CONCRETE PIPE
CB	CATCH BASIN	SDDI	STORM DRAIN, DRAINAGE INLET
CC	CONCRETE	SDMH	STORM DRAIN, MANHOLE
CLF	CHAIN LINK FENCE	SSCO	SANITARY SEWER, CLEANOUT
CMP	CORRUGATED METAL PIPE	SSMH	SANITARY SEWER, MANHOLE
COMM	COMMUNICATION BOX	SW	SIDEWALK
CONC	CONC	TB	TELEPHONE BOX
DBL	DOUBLE	TC	TOP OF CURB AT FACE
DW	DRIVEWAY	TH	THRESHOLD
EB	ELECTRIC BOX	TSB	TRAFFIC SIGNAL BOX
EP	EDGE OF PAVEMENT	TV	TELEVISION BOX
EV	ELECTRIC VAULT	UB	UNKNOWN UTILITY BOX
FF	FINISHED FLOOR	UMH	UNKNOWN UTILITY MANHOLE
FH	FIRE HYDRANT	VCP	VITRIFIED CLAY PIPE
FL	FLOWLINE	WB	WATER BOX
FP	FLAG POLE	WM	WATER METER
GM	GAS METER	WB	BOTTOM OF WALL
GV	GAS VALVE	WT	TOP OF WALL
HC	HANDICAP RAMP	( )1	RECORD DATA PER PTR 0626023205-JG
IG	IRON GATE	( )2	RECORD DATA PER PTR 0626026466-JG
INV	INVERT	( )3	RECORD DATA PER PTR 0626029238-JG
LG	LIP OF GUTTER		
MAG	MAGNOLIA TREE		
MP	METAL PIPE		
PED	PEDESTAL		

NORTH AND SCALE

NORTH

GRAPHIC SCALE
20 0 20 40

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PLANNING SUBMITTAL
EXISTING CONDITION PLAN
1125 MERRILL STREET, MENLO PARK, CA 94025

SHEET REVISIONS:
1 PLANNING SUBMITTAL 2017.12.01
2 PLANNING RESUBMITTAL 2018.03.19
3 PLANNING RESUBMITTAL 2018.04.19

C1.0
DATE: 04/19/2018
BKF# 20166164

D16

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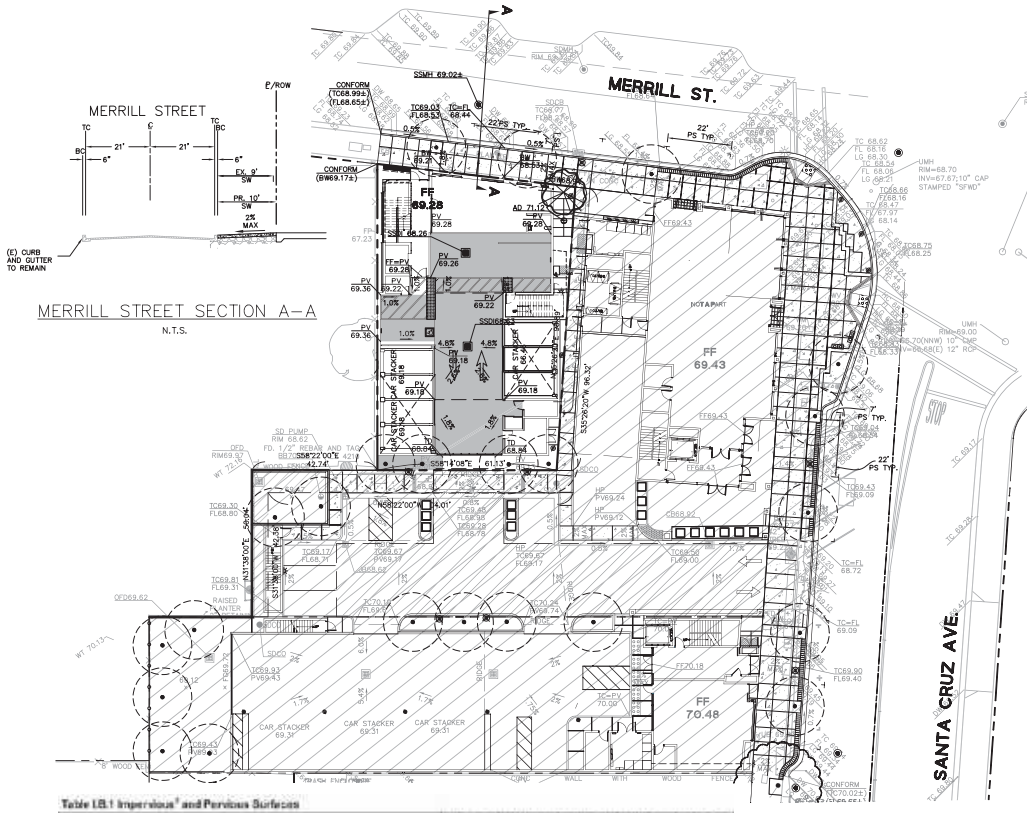
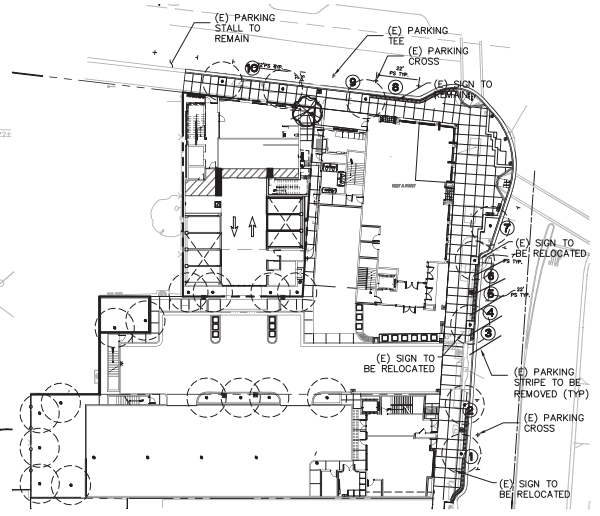
PLOTTED BY: Laura
PLOT DATE: 04-19-18

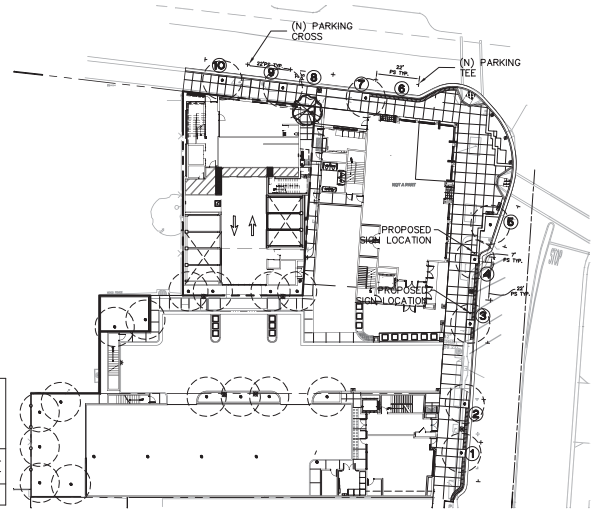


MERRILL STREET SECTION A–A

N.T.S.



EXISTING OFF–SITE PARKING STALL STRIPING AND PARKING STALL COUNT



PROPOSED OFF–SITE PARKING STALL STRIPING AND PARKING STALL COUNT

NOTES:
ALL PROPOSED PARALLEL PARKING STALLS ARE TO BE STRIPED PER MENLO PARK PARKING AREA DESIGN GUIDELINES (T–1 7' WIDE BY 22' LONG)

ANY SIGNAGE DAMAGED DUE TO CONSTRUCTION IS TO BE REPLACED IN KIND

THE SITE ONLY CREATES/REPLACE 5,929 SQUARE FEET OF IMPERVIOUS SURFACE. SINCE THE C.3 THRESH HOLD IS 10,000 SQUARE FEET OF NEW IMPERVIOUS AREA.

Table I.B.1 Impervious[1] and Pervious Surfaces

Type of Impervious Surface	I.B.1.a Pre-Project Impervious Surface (sq.ft.)	I.B.1.b Existing Impervious Surface to be Retained[2] (sq.ft.)	I.B.1.c Existing Impervious Surface to be Replaced[2] (sq.ft.)	I.B.1.d New Impervious Surface to be Created[2] (sq.ft.)	I.B.1.e Post-Project Impervious Surface (sq.ft.) (I.B.1.b+d)
Roof area(s)	2,661	0	2661	2781	5802
Impervious[3] sidewalks, patios, paths, driveways, streets	2302	0	207		267
Impervious[3] uncovered parking[4]	0	0			0
Totals	3721	0	3168	2781	6069
I.B.1.f - Total Impervious Surface Replaced and Created (Sum of totals for columns I.B.1.c and I.B.1.d):			5929		

Type of Pervious Surface	Pre-Project Pervious Surface (sq.ft.)			Post-project Pervious Surface(sq ft.)
Landscaping	715			940
Pervious Paving	0		I.B.1.a + f	0
Green Roof	0			0
Totals	715			940
Total Site Area (Total Impervious + Total Pervious)	9408			9408

OFFSITE PARKING STALL COUNT		
EXISITING	PROPOSED	DIFFERENCE
10	10	0

LEGEND

- PROPERTY LINE
- ADJACENT PROPERTY LINE
- VERTICAL CURB
- VERTICAL CURB & GUTTER
- GRADE BREAK
- STORM DRAIN AREA DRAIN
- STORM DRAIN CATCH BASIN
- TC12.94 / FL12.44 — PROPOSED ELEVATION
- OVERLAND RELEASE
- NEW CONCRETE
- NEW AC PAVEMENT
- PRIVATE UTILITY EASEMENT AREA

NOTES

1. THE PROJECT IS IN ZONE X: AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN PER FLOOD INSURANCE RATE MAP (FIRM), NO. 060321 (CITY OF MENLO PARK), PANEL 0308, SUFFIX E, EFFECTIVE DATE OCTOBER 16, 2015 FROM FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA).
2. REMOVE AND REPLACE ALL SIDEWALK ACROSS MERRILL STREET
3. REMOVE AND REPLACE ANY CRACKED, DEPRESSED, UPLIFTED, OR OTHERWISE DAMAGED IMPROVEMENTS ALONG THE ENTIRE PROJECT FRONTAGE.
4. ANY FRONTAGE IMPROVEMENTS WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION WILL BE REQUIRED TO BE REPLACED.
5. STREET REPAVING SHALL COMPLY WITH CITY STANDARD DETAILS ST–9A AND SLURRY PER ST–9A, ST–9B, AND ST–16.
6. AN ENCROACHMENT PERMIT FROM THE THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES IN THE PUBLIC RIGHT OF WAY. A LIST OF REQUIREMENTS FOR ENCROACHMENT PERMIT SUBMITTAL CAN BE FOUND AT HTTP://WWW.MENLOPARK.ORG/202/ENCROACHMENT–PERMITS

ABBREVIATIONS

AD	AREA DRAIN	PS	PARKING STALL
BB	BUBBLER BOX	PV	PAVEMENT
BW	BACK OF WALK	S.A.P.	SEE ARCHITECTURAL PLANS
B/W	BOTTOM OF WALL	SD	STORM DRAIN
CB	CATCH BASIN	SDCO	STORM DRAIN CLEAN OUT
CC	CURB OPENING	SDJB	STORM DRAIN JUNCTION BOX
FF	FINISH FLOOR	SS	SANITARY SEWER
FG	FINISH GRADE	TC	TOP OF CURB
FL	FLOWLINE	TRC	TOP OF ROLLED CURB
GB	GRADE BREAK	TW	TOP OF WALL
HP	HIGH POINT	SW	SIDEWALK
LG	LIP OF GUTTER	STD	STANDARD
MH	MANHOLE	T	TREE
OFD	OVERFLOW DRAIN	TYP	TYPICAL (OF SEVERAL)
		TC	TOP OF CURB

NORTH AND ARROW

GRAPHIC SCALE

20 0 20 40

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NORMAN I. KONTOROVSKY C 78090 CIVIL

PLANNING SUBMITTAL

PRELIMINARY GRADING AND DRAINAGE PLAN

1125 MERRILL STREET, MENLO PARK, CA 94025

SHEET REVISIONS:

1 PLANNING SUBMITTAL 2017.12.01
2 PLANNING RESUBMITTAL 2018.03.19
3 PLANNING RESUBMITTAL 2018.04.19

C2.0
DATE: 04/19/2018
BKF# 20166164

D17

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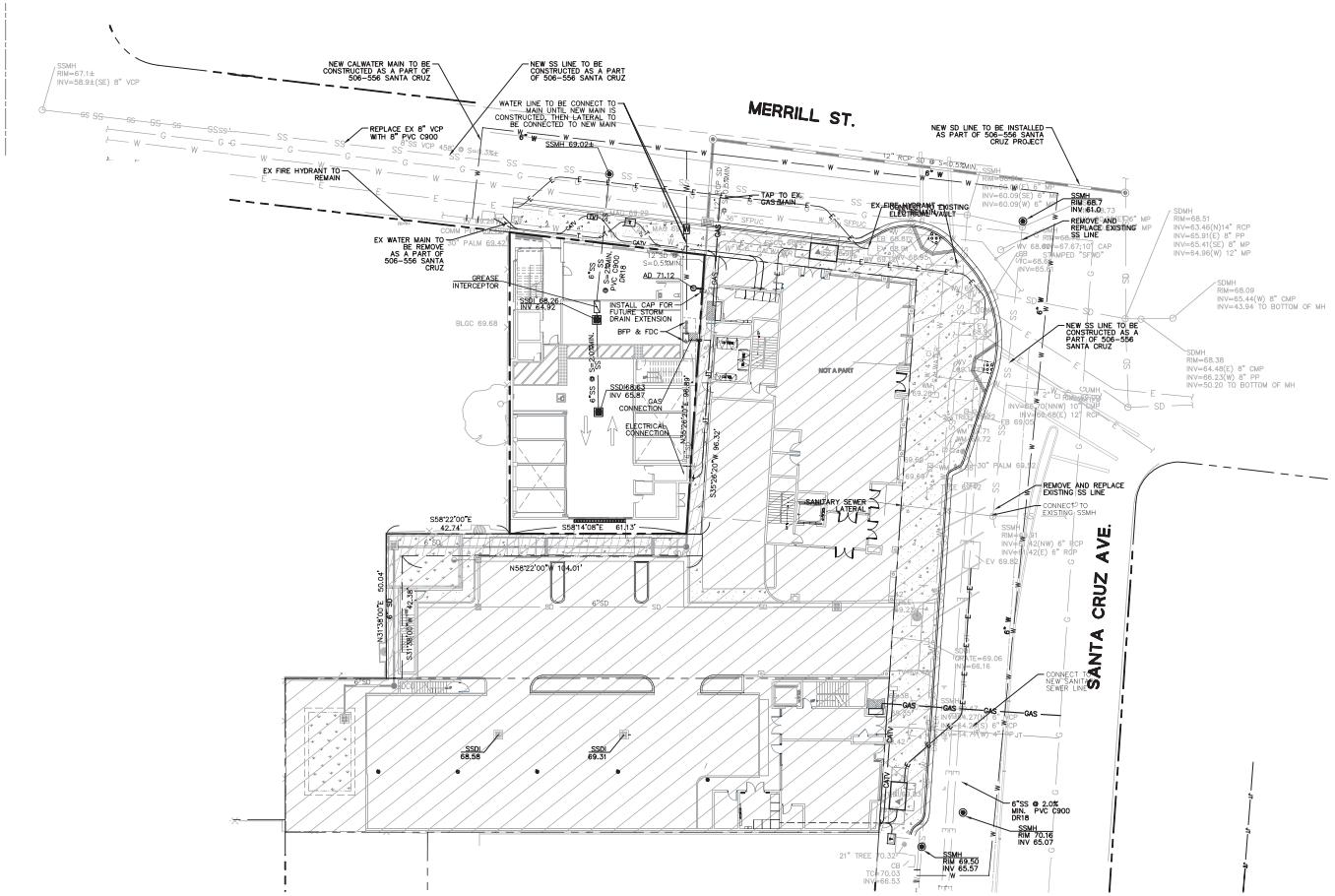
PLOT DATE: 04-19-18



LEGEND

- PROPERTY LINE
- ADJACENT PROPERTY LINE
- VERTICAL CURB
- VERTICAL CURB & GUTTER
- VALLEY GUTTER
- SS — PROPOSED SANITARY SEWER LINE
- W — PROPOSED WATER LINE
- G — PROPOSED GAS LINE
- JT — PROPOSED JOINT TRENCH LINE
- PROPOSED STORM DRAIN LINE
- SSMH — SANITARY SEWER MANHOLE
- SSDI — SANITARY SEWER DROP INLET
- CB — STORM DRAIN CATCH BASIN
- AD — STORM DRAIN AREA DRAIN
- WV — WATER VALVE
- WM — WATER METER
- BACK FLOW PREVENTER & FDC
- GREASE INTERCEPTOR
- TRANSFORMER (FOR REFERENCE ONLY)
- GAS METER
- PRIVATE UTILITY EASEMENT AREA

NOTES

1. ALL LATERAL CROSSING WILL REQUIRE COORDINATION WITH SFPUC (36" WATERLINE)
2. DURING THE DESIGN PHASE OF THE CONSTRUCTION DRAWINGS, ALL POTENTIAL UTILITY CONFLICTS SHALL BE POTHOLED WITH ACTUAL DEPTHS RECORDED ON THE IMPROVEMENT PLANS SUBMITTED FOR CITY REVIEW AND APPROVAL.

ABBREVIATIONS

AD	AREA DRAIN	OFD	OVERFLOW DRAIN
BB	BUBBLER BOX	PV	PAVEMENT
BFP	BACK FLOW PREVENTER	S=	SLOPE
BV	BLOW OFF VALVE	S	SOUTH
CB	CATCH BASIN	SD	STORM DRAIN
E	EAST	SDCO	STORM DRAIN CLEAN OUT
FDC	FIRE DEPARTMENT CONNECTION	SS	SANITARY SEWER
G	GAS	SSCO	SANITARY SEWER CLEAN OUT
INV	INVERT	T	TREE
IRR	IRRIGATION	TYP	TYPICAL (OF SEVERAL)
MH	MANHOLE	W	WEST
N	NORTH	WM	WATER METER
MIN	MINIMUM	WV	WATER VALVE

NORTH AND ARROW

NORTH

GRAPHIC SCALE

20 0 20 40

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PLANNING SUBMITTAL
PRELIMINARY UTILITY PLAN
1125 MERRILL STREET, MENLO PARK, CA 94025

SHEET REVISIONS:

1 PLANNING SUBMITTAL 2017.12.01
2 PLANNING RESUBMITTAL 2018.03.19
3 PLANNING RESUBMITTAL 2018.04.19

C3.0

DATE: 04/19/2018
BKF# 20166164

D18

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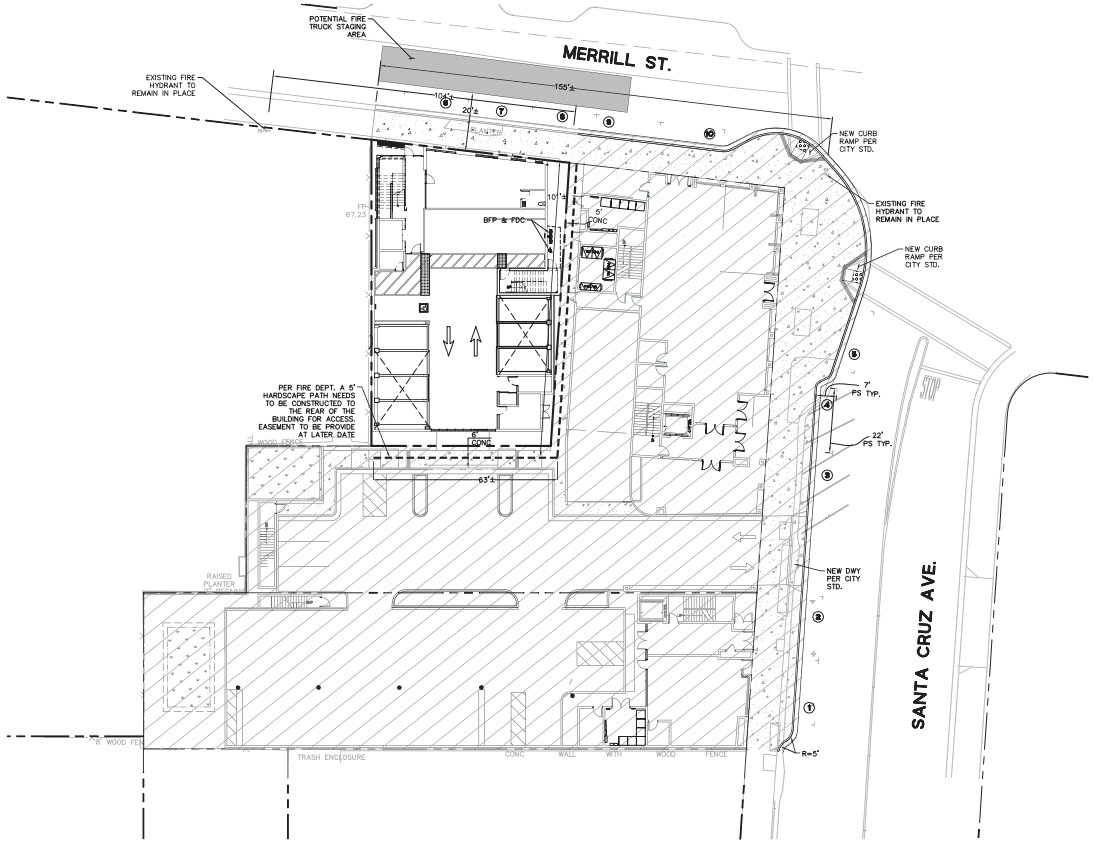

LEGEND

- PROPERTY LINE
- ADJACENT PROPERTY LINE
- FIRE ROUTE
- EXISTING FIRE HYDRANT
- FIRE TRUCK STAGING AREA

NOTES

ABBREVIATIONS

BFP	BACK FLOW PREVENTER
CONC	CONCRETE
FDC	FIRE DEPARTMENT CONNECTION
FH	FIRE HYDRANT

NORTH AND SCALE

NORTH

GRAPHIC SCALE

20 0 20 40

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FIRE ACCESS PLAN
1125 MERRILL STREET, MENLO PARK, CA 94025

SHEET REVISIONS:

1 PLANNING SUBMITTAL 2017.12.01
2 PLANNING RESUBMITTAL 2018.03.19
3 PLANNING RESUBMITTAL 2018.04.19

C4.0
DATE: 04/19/2018
BKF# 20166164

D19

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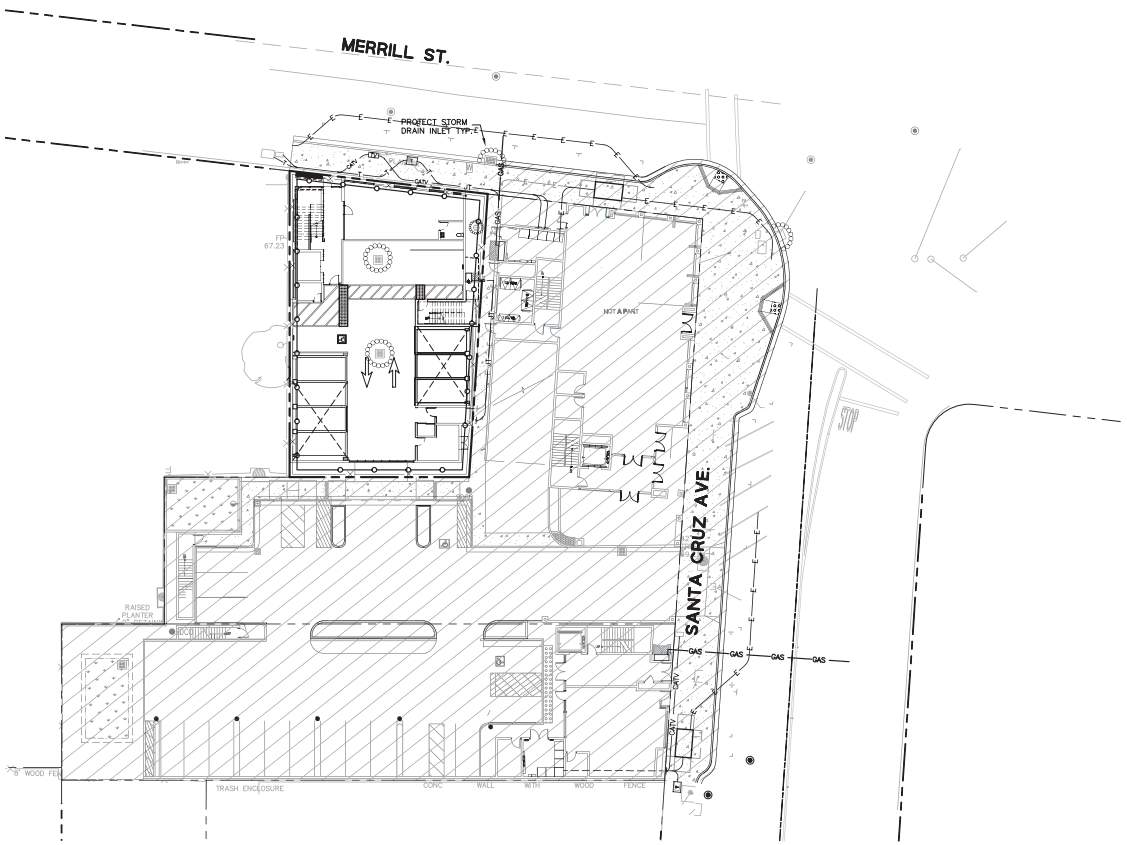

LEGEND

- PROPERTY LINE
- ADJACENT PROPERTY LINE
- STREET CENTER LINE
- TEMPORARY 6' CONSTRUCTION FENCE
- FIBER ROLL
- INLET PROTECTION

NOTES

ABBREVIATIONS

NORTH AND SCALE

NORTH

GRAPHIC SCALE

20 0 20 40

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PLANNING SUBMITTAL

PRELIMINARY EROSION CONTROL PLAN

1125 MERRILL STREET, MENLO PARK, CA 94025

SHEET REVISIONS:

1. PLANNING SUBMITTAL 2017.12.01
2. PLANNING RESUBMITTAL 2018.03.19
3. PLANNING RESUBMITTAL 2018.04.19

C5.0

DATE: 04/19/2018

BKF# 20166164

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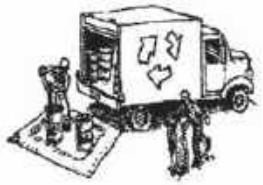
PLOTTED BY: Anza
PLOT DATE: 04-19-18

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

Construction Best Management Practices (BMPs)

Construction projects are required to implement the stormwater best management practices (BMP) on this page, as they apply to your project, all year long.

Materials & Waste Management



Non-Hazardous Materials

- ❑ Berm and cover stockpiles of sand, dirt or other construction material with tarps when rain is forecast or if not actively being used within 14 days.
- ❑ Use (but don't overuse) reclaimed water for dust control.

Hazardous Materials

- ❑ Label all hazardous materials and hazardous wastes (such as pesticides, paints, thinners, solvents, fuel, oil, and antifreeze) in accordance with city, county, state and federal regulations.
- ❑ Store hazardous materials and wastes in water tight containers, store in appropriate secondary containment, and cover them at the end of every work day or during wet weather or when rain is forecast.
- ❑ Follow manufacturer's application instructions for hazardous materials and be careful not to use more than necessary. Do not apply chemicals outdoors when rain is forecast within 24 hours.
- ❑ Arrange for appropriate disposal of all hazardous wastes.

Waste Management

- ❑ Cover waste disposal containers securely with tarps at the end of every work day and during wet weather.
- ❑ Check waste disposal containers frequently for leaks and to make sure they are not overfilled. Never hose down a dumpster on the construction site.
- ❑ Clean or replace portable toilets, and inspect them frequently for leaks and spills.
- ❑ Dispose of all wastes and debris properly. Recycle materials and wastes that can be recycled (such as asphalt, concrete, aggregate base materials, wood, gyp board, pipe, etc.)
- ❑ Dispose of liquid residues from paints, thinners, solvents, glues, and cleaning fluids as hazardous waste.

Construction Entrances and Perimeter

- ❑ Establish and maintain effective perimeter controls and stabilize all construction entrances and exits to sufficiently control erosion and sediment discharges from site and tracking off site.
- ❑ Sweep or vacuum any street tracking immediately and secure sediment source to prevent further tracking. Never hose down streets to clean up tracking.

Equipment Management & Spill Control

Maintenance and Parking

- ❑ Designate an area, fitted with appropriate BMPs, for vehicle and equipment parking and storage.
- ❑ Perform major maintenance, repair jobs, and vehicle and equipment washing off site.
- ❑ If refueling or vehicle maintenance must be done onsite, work in a bermed area away from storm drains and over a drip pan or drop cloths big enough to collect fluids. Recycle or dispose of fluids as hazardous waste.
- ❑ If vehicle or equipment cleaning must be done onsite, clean with water only in a bermed area that will not allow rinse water to run into gutters, streets, storm drains, or surface waters.
- ❑ Do not clean vehicle or equipment onsite using soaps, solvents, degreasers, or steam cleaning equipment.

Spill Prevention and Control

- ❑ Keep spill cleanup materials (e.g., rags, absorbents and cat litter) available at the construction site at all times.
- ❑ Inspect vehicles and equipment frequently for and repair leaks promptly. Use drip pans to catch leaks until repairs are made.
- ❑ Clean up spills or leaks immediately and dispose of cleanup materials properly.
- ❑ Do not hose down surfaces where fluids have spilled. Use dry cleanup methods (absorbent materials, cat litter, and/or rags).
- ❑ Sweep up spilled dry materials immediately. Do not try to wash them away with water, or bury them.
- ❑ Clean up spills on dirt areas by digging up and properly disposing of contaminated soil.
- ❑ Report significant spills immediately. You are required by law to report all significant releases of hazardous materials, including oil. To report a spill: 1) Dial 911 or your local emergency response number, 2) Call the Governor's Office of Emergency Services Warning Center, (800) 852-7550 (24 hours).

Earthmoving

- ❑ Schedule grading and excavation work during dry weather.
- ❑ Stabilize all denuded areas, install and maintain temporary erosion controls (such as erosion control fabric or bonded fiber matrix) until vegetation is established.
- ❑ Remove existing vegetation only when absolutely necessary, and seed or plant vegetation for erosion control on slopes or where construction is not immediately planned.
- ❑ Prevent sediment from migrating offsite and protect storm drain inlets, gutters, ditches, and drainage courses by installing and maintaining appropriate BMPs, such as fiber rolls, silt fences, sediment basins, gravel bags, berms, etc.
- ❑ Keep excavated soil on site and transfer it to dump trucks on site, not in the streets.

Contaminated Soils

- ❑ If any of the following conditions are observed, test for contamination and contact the Regional Water Quality Control Board:
  - Unusual soil conditions, discoloration, or odor.
  - Abandoned underground tanks.
  - Abandoned wells
  - Buried barrels, debris, or trash.

Paving/Asphalt Work

- ❑ Avoid paving and seal coating in wet weather or when rain is forecast, to prevent materials that have not cured from contacting stormwater runoff.
- ❑ Cover storm drain inlets and manholes when applying seal coat, tack coat, slurry seal, fog seal, etc.
- ❑ Collect and recycle or appropriately dispose of excess abrasive gravel or sand. Do NOT sweep or wash it into gutters.
- ❑ Do not use water to wash down fresh asphalt concrete pavement.

Sawcutting & Asphalt/Concrete Removal

- ❑ Protect nearby storm drain inlets when saw cutting. Use filter fabric, catch basin inlet filters, or gravel bags to keep slurry out of the storm drain system.
- ❑ Shovel, absorb, or vacuum saw-cut slurry and dispose of all waste as soon as you are finished in one location or at the end of each work day (whichever is sooner!).
- ❑ If saw-cut slurry enters a catch basin, clean it up immediately.

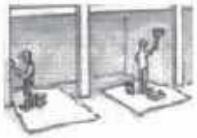
Concrete, Grout & Mortar Application

- ❑ Store concrete, grout, and mortar away from storm drains or waterways, and on pallets under cover to protect them from rain, runoff, and wind.
- ❑ Wash out concrete equipment/trucks offsite or in a designated washout area, where the water will flow into a temporary waste pit, and in a manner that will prevent leaching into the underlying soil or onto surrounding areas. Let concrete harden and dispose of as garbage.
- ❑ When washing exposed aggregate, prevent washwater from entering storm drains. Block any inlets and vacuum gutters, hose washwater onto dirt areas, or drain onto a bermed surface to be pumped and disposed of properly.

Landscaping

- ❑ Protect stockpiled landscaping materials from wind and rain by storing them under tarps all year-round.
- ❑ Stack bagged material on pallets and under cover.
- ❑ Discontinue application of any erodible landscape material within 2 days before a forecast rain event or during wet weather.

Painting & Paint Removal



Painting Cleanup and Removal

- ❑ Never clean brushes or rinse paint containers into a street, gutter, storm drain, or stream.
- ❑ For water-based paints, paint out brushes to the extent possible, and rinse into a drain that goes to the sanitary sewer. Never pour paint down a storm drain.
- ❑ For oil-based paints, paint out brushes to the extent possible and clean with thinner or solvent in a proper container. Filter and reuse thinners and solvents. Dispose of excess liquids as hazardous waste.
- ❑ Paint chips and dust from non-hazardous dry scraping and sand blasting may be swept up or collected in plastic drop cloths and disposed of as trash.
- ❑ Chemical paint stripping residue and chips and dust from marine paints or paints containing lead, mercury, or tributyltin must be disposed of as hazardous waste. Lead based paint removal requires a state-certified contractor.

Dewatering

- ❑ Discharges of groundwater or captured runoff from dewatering operations must be properly managed and disposed. When possible send dewatering discharge to landscaped area or sanitary sewer. If discharging to the sanitary sewer call your local wastewater treatment plant.
- ❑ Divert run-on water from offsite away from all disturbed areas.
- ❑ When dewatering, notify and obtain approval from the local municipality before discharging water to a street gutter or storm drain. Filtration or diversion through a basin, tank, or sediment trap may be required.
- ❑ In areas of known or suspected contamination, call your local agency to determine whether the ground water must be tested. Pumped groundwater may need to be collected and hauled off-site for treatment and proper disposal.

Storm drain polluters may be liable for fines of up to $10,000 per day!

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NORMAN L. KONTOROVICH C 78090 CIVIL STATE OF CALIFORNIA

PLANNING SUBMITTAL

BEST MANAGEMENT PRACTICES

1125 MERRILL STREET, MENLO PARK, CA 94025

SHEET REVISIONS:

1. PLANNING SUBMITTAL 2017.12.01
2. PLANNING RESUBMITTAL 2018.03.19
3. PLANNING RESUBMITTAL 2018.04.19

C5.1

DATE: 04/19/2018
BKF# 20166164

D21

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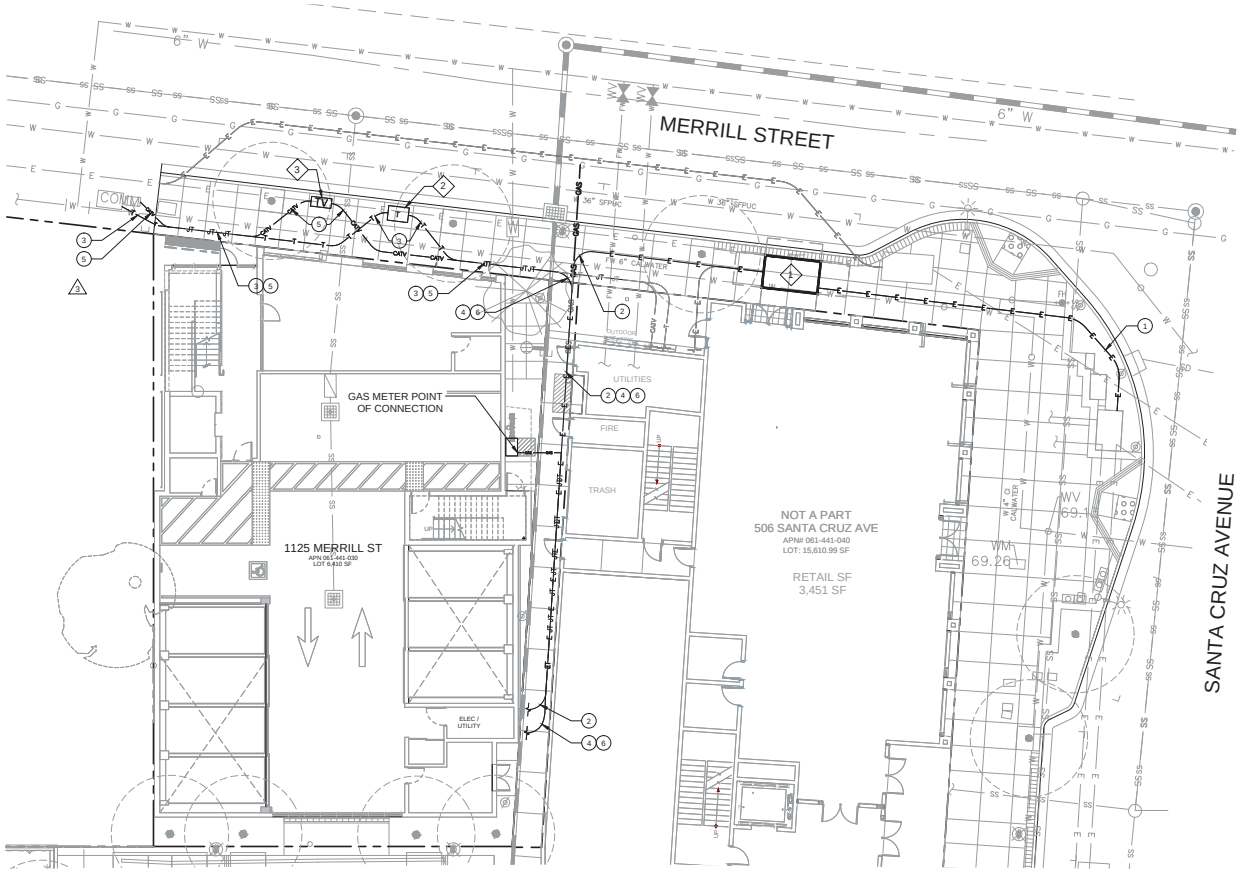
PLOT DATE: 04-19-18
PLOTTED BY: Lopez

GENERAL NOTES

1. THE LAYOUT OF JOINT TRENCH IS DIAGRAMMATIC. CONTRACTOR SHALL MAKE ALL NECESSARY FIELD CHANGES TO ACCOMMODATE WITH EXISTING FIELD CONDITION. PROVIDE ALL NECESSARY WORK FOR OFF-SETS, CHANGES OF DIRECTION AND ELEVATION TO AVOID CONFLICTS WITH EXISTING AND NEW FACILITIES AND WORK TO BE PROVIDED BY OTHER DIVISIONS.
2. PROVIDE ALL REQUIRED TRENCHING INCLUDING DEEPER TRENCHES TO ALLOW CONDUIT OFF-SETS, AND CHANGE OF ELEVATIONS, CONDUIT CROSSING, CONNECTIONS TO MANHOLES AND PULL BOXES FOR A COMPLETE INSTALLATION.
3. ALL CONNECTIONS TO MANHOLES AND PULL BOXES SHALL COMPLY WITH UTILITY COMPANIES REQUIREMENTS. COORDINATE ALL WORK WITH UTILITY COMPANIES.
4. UTILITY STANDARD PRACTICES FOR TRENCHING SHALL APPLY TO ALL TRENCHING, BACK FILLING AND INSTALLATION WORK.
5. THE CONTRACTOR IS RESPONSIBLE TO HAVE ALL INSTALLATIONS INSPECTED AND APPROVED BY THE RESPECTIVE UTILITY COMPANY, MUNICIPALITY, OR SOILS ENGINEER PRIOR TO ANY BACK FILLING. (48 HOURS MINIMUM NOTICE)
6. SHOULD A DISPUTE OR DISAGREEMENT OVER ANY INSTALLATION, DESIGN, PLAN, OR DRAWING OCCUR THE SPECIFICATIONS AND REQUIREMENTS OF THE INDIVIDUAL UTILITY COMPANY AND THEIR INSPECTOR SHALL TAKE PRECEDENCE.
7. CONTRACTOR SHALL COORDINATE WITH UTILITY COMPANIES. LACK OF TIMELINESS ON THE PART OF ANY UTILITY COMPANY SHALL NOT BE THE BASIS FOR ANY REQUEST FOR ADDITIONAL COMPENSATION.
8. THE DRAWINGS AND SPECIFICATIONS SHALL BE CONSIDERED TO BE COMPLEMENTARY TO ONE ANOTHER. ANYTHING MENTIONED IN THE SPECIFICATIONS AND NOT SHOWN ON THE DRAWINGS, OR SHOWN ON THE DRAWINGS AND NOT MENTIONED IN THE SPECIFICATIONS SHALL BE CONSIDERED OF LIKE EFFECT AS IF APPEARING IN BOTH. CONTACT THE OWNER PRIOR TO START OF WORK IF A DISCREPANCY IS FOUND.
9. CONSULT PARTICIPATING UTILITIES, SOILS ENGINEER, AND THE CITY OF MENLO PARK FOR APPROVED BACKFILL MATERIAL. COMPACTION TO MEET LOCAL AGENCIES REQUIREMENTS.
10. CONTRACTOR SHALL COMPLY WITH ALL LAWS, ORDINANCES AND REGULATIONS. CONTRACTOR SHALL BE FAMILIAR WITH O.S.H.A. INDUSTRIAL ORDERS AND SHALL CONDUCT HIS WORK ACCORDINGLY. WHEN WORKING ENERGIZED EQUIPMENT, THE UTILITY OWNER SHALL BE NOTIFIED TO SUPPLY THE APPROPRIATE MANPOWER AND SAFETY PRECAUTIONS AS NEEDED THE CONTRACTOR IS RESPONSIBLE FOR THE SAFETY AND TRAFFIC CONTROL MEASURES.
11. THE CONTRACTOR SHALL MAINTAIN POINTS OF ACCESS THAT ARE AGREEABLE TO ADJACENT LAND USERS AND TENANTS AT ALL TIMES.
12. CONTRACT DOCUMENTS ASSUMES NO RESPONSIBILITY FOR THE PROJECT CONDITIONS. THE CONTRACTOR SHALL BE RESPONSIBLE TO REVIEW THE PROJECT AND SITE PRIOR TO SUBMITTING HIS BID.
13. THE CONTRACTOR IS RESPONSIBLE FOR COORDINATION OF CONSTRUCTION WITH THE RESPECTIVE UTILITY AGENCIES, ALLOWING 48 HOURS PRIOR TO THE NEED FOR INSTALLATION.
14. ALL LENGTHS SHOWN ON THESE PLANS ARE ESTIMATES. FINAL QUANTITIES SHALL BE BASED ON WHAT WILL BE NEEDED TO COMPLETE THIS PROJECT. DUE TO CHANGES, ADDITIONS, DELETIONS OR OMISSIONS FINAL QUANTITIES MAY VARY.
15. THE CONTRACTOR IS RESPONSIBLE TO PROTECT IN PLACE ALL EXISTING FACILITIES. EXCAVATION MAY BE REQUIRED OVER, UNDER OR ADJACENT TO EXISTING UNDERGROUND UTILITIES. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING, EXPOSING AND PROTECTING ALL EXISTING FACILITIES.
16. THE CONTRACTOR SHALL PROVIDE AS-BUILT DRAWINGS AFTER INSTALLATION.
17. ALL CONDUIT ENTRANCE TO MANHOLE, PULL BOX, & VAULTS SHALL BE WATER PROOFED. ALL INSTALLATION SHALL CONFORM TO REQUIREMENTS OF UTILITY COMPANIES AND COMMUNICATION SERVICE PROVIDER.
18. IN THE STREET, ALL CONDUITS SHALL BE INSTALLED WITH MINIMUM OF 36" COVERAGE. EXCEPTIONS SHALL BE APPROVED BY THE CITY AND UTILITY COMPANY AUTHORIZED AGENTS. PROVIDE 4" THICK RED DYE CONCRETE CAP ABOVE CONDUITS WHICH DO NOT HAVE 36" COVERAGE.
19. THE CONTRACTOR, PRIOR TO BIDDING, SHALL VISIT THE JOB SITE TO BE FAMILIARIZED WITH THE EXISTING UTILITIES INSTALLATIONS, CONDITIONS, AND SYSTEMS RELATED TO THE SCOPE OF WORK.
20. THE CONTRACTOR SHALL FURNISH ALL LABOR, MATERIALS, FEES AND EQUIPMENT SPECIFIED, INDICATED OR IMPLIED IN THESE DOCUMENTS TO ACCOMPLISH THE CONSTRUCTION IN A PROFESSIONAL, WORKMANLIKE MANNER. ANY DISCREPANCIES BETWEEN THE CONSTRUCTION TASKS INDICATED AND LOCAL CODES AND/OR ORDINANCES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE GENERAL CONTRACTOR FOR RESOLUTION BEFORE PRECEDING WITH THE WORK AT ISSUE.
21. THE CONTRACTOR SHALL REVIEW AND COORDINATE WITH OTHER DISCIPLINES DRAWINGS RELATED TO THE PROJECT FOR OTHER WORK TO BE PROVIDED.
22. ANY WORK INSTALLED INCORRECTLY, OR BEFORE APPROVAL HAS BEEN OFFICIALLY GRANTED FOR THOSE ITEMS AT ISSUE, SHALL BE CORRECTED BY THE CONTRACTOR AT NO CHARGE TO CLIENT.
23. ALL MATERIALS AND EQUIPMENT FURNISHED BY THE CONTRACTOR SHALL BE NEW AND COMPLETELY SERVICEABLE UNLESS OTHERWISE SPECIFIED.
24. CONTRACTOR SHALL BE COMPLETELY FAMILIAR WITH EXISTING CONDITIONS BEFORE STARTING NEW WORK. VERIFY FINAL PLACEMENT AND CONNECTION REQUIREMENTS PRIOR TO ROUGHING-IN EQUIPMENT.
25. FINAL ACCEPTANCE OF WORK IN PLACE SHALL BE SUBJECT TO APPROVAL BY OWNER'S REPRESENTATIVE AND ENGINEER. INSTALLATION APPROVAL SHALL BE BASED ON APPROVED SUBMITTAL. SHOP DRAWINGS AND LOCAL INSPECTION.
26. ALL JOINT TRENCH CONDUIT SHALL COMPLY WITH PG&E GREEN BOOK, CURRENT EDITION.
27. CONTRACTOR SHALL INSTALL 3/4 " x 10' GROUND RODS IN ALL PRIMARY SUBSURFACE ENCLOSURES AND 5/8" x 10' GROUND RODS IN ALL SECONDARY SUBSURFACE ENCLOSURES. THE RESISTANCE AT THE GROUND ROD SHALL MEET ARTICLE 250.56 NEC.
28. ALL CONDUIT SYSTEMS SHALL BE PROVEN BY USING MANDRELS.
29. ALL CONDUITS SHALL ENTER AND LEAVE ON THE SIDES OF THE PRIMARY ENCLOSURES.
30. PRIMARY AND SECONDARY CONCRETE ENCLOSURES SHOULD NOT BE INSTALLED IN ANY DRIVEWAY AREAS.
31. WEDGE REDUCERS ARE REQUIRED IF THE CONDUIT KNOCKOUTS ARE 6" AND THE CONDUITS ARE 4".



A JT1.1 DRY UTILITY INTENT
SCALE: 1" = 10'

EQUIPMENT TAG:

1. PG&E ELECTRICAL TRANSFORMER VAULT (PRIMARY UNDERGROUND EQUIPMENT ENCLOSURE) #7, TYPE 2, 4'-6" X 8'-6" X 7'-6"

CONDUIT NOTE TAG:

1. PG&E PRIMARY ELECTRICAL (2) 6"
2. PG&E SECONDARY (2) 5"
3. ATT (2) 4"
4. ATT (1) 4"
5. COMCAST (2) 2"
6. COMCAST (1) 2"

ONE CALL DIGALERT Dig Safely 811
KNOW WHAT'S BELOW CALL BEFORE YOU DIG!!

NOT FOR CONSTRUCTION

1"=10' 10' 0 10' 20'

FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
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URBANDESIGN CONSULTING ENGINEERS
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Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING SUBMITTAL 2	03.19.18

North

1125 MERRILL

1125 MERRILL STREET,
MENLO PARK, CA 94025

Date	03.19.18
Drawn by	NL
Scale	AS NOTED

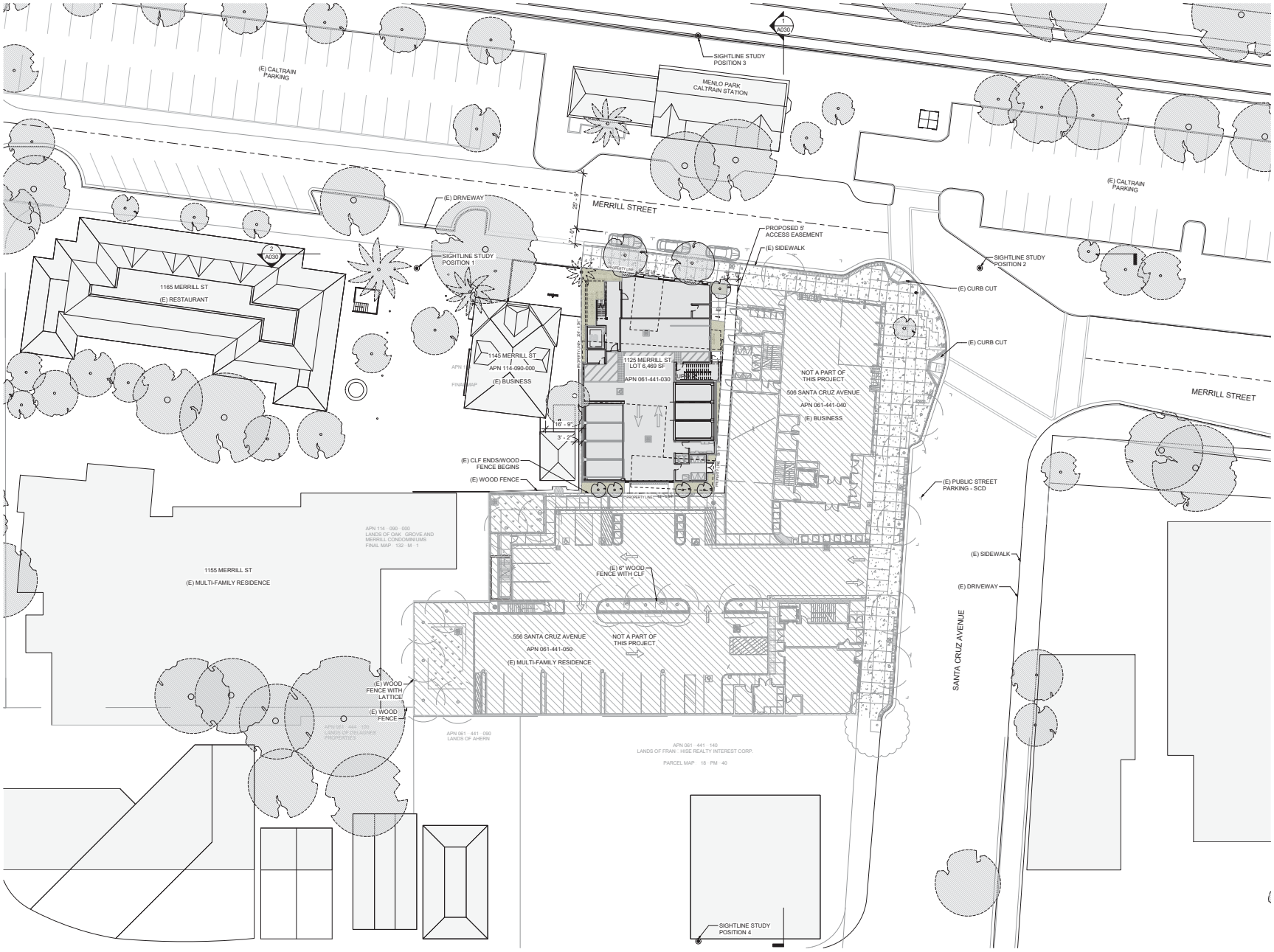
Dry Utility Intent

Sheet number

JT1.1

03/19/2018 11:01:57 AM

D22



1 AREA PLAN
1" = 20'-0"

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PALO ALTO, CA 94303
650.462.9554

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01	PLANNING RESUBMITTAL	12.01.17
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03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	1" = 20'-0"

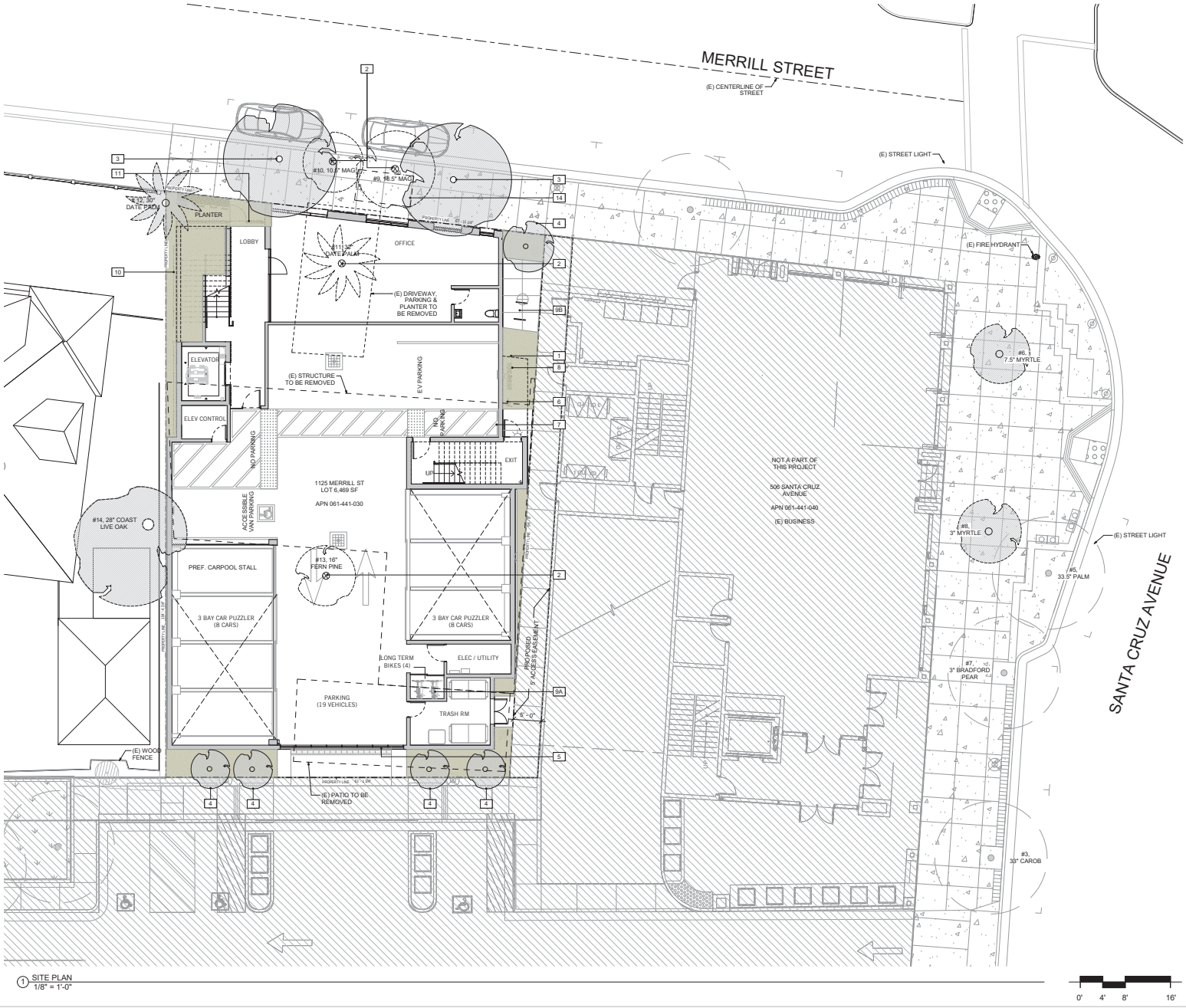
AREA PLAN

Sheet number

A050

4/19/2018 1:28:40 PM

D23



1 SITE PLAN
1/8" = 1'-0"

KEY NOTES

1	EDGE OF BUILDING ABOVE
2	TREES TO BE REMOVED / RELOCATED
3	(N) STREET TREE - SLD
4	(N) TREE - SLD
5	AUTOMATIC GARAGE DOOR
6	GAS METERS
7	DESIGNATED EV CHARGING STATION
8	BACKFLOW PREVENTER AND FDC - SDC
9A	BIKE STORAGE - LONG TERM (4)
9B	BIKE STORAGE - SHORT TERM (3)
10	PLANTED SCREEN
11	MINOR VERTICAL FAÇADE MODULATION
12	RELOCATED (E) STREET PARKING 10' x 20'
13	(N) STREET PARKING 10' x 20'
14	(N) PG&E UCD TRANSFORMER

LEGEND

PROPOSED GRADE

EXISTING GRADE

TREE - NEW

TREE - EXISTING

TREE - TO BE REMOVED

SHEET NOTES

1. STAGING AREA SHOWN IS SUBJECT TO REVIEW BY MENLO PARK FIRE PROTECTION DISTRICT
2. ROOF ACCESS TO BE CONSISTENT WITH THE FIRE DISTRICT REQ'D FOR MIN. 3'-0" DOORWAYS TO STAIRS FROM FLOOR BELOW

SITE ANALYSIS

TOTAL SQUARE FOOTAGE OF PARCEL:	6,469 SF
NET SQUARE FOOTAGE OF PARCEL:	6,469 SF
EXISTING BUILDING	
GROUND FLOOR AREA (COMMERCIAL)	2,346 SF
LEVEL 2 (RESIDENTIAL):	932 SF
PERCENTAGE OF LAND COVERED:	36%
SQ FT OF LAND COVERED:	2,887 SF
PROPOSED BUILDING:	
GROUND LEVEL:	5,662 SF
LEVEL 2:	3,244 SF
LEVEL 3:	2,401 SF
LEVEL 4:	1,608 SF
TOTAL:	12,915 SF
PERCENTAGE OF LAND COVERED:	92%
SQ FT OF LAND COVERED:	5,929 SF
TOTAL COVERED PARKING SPACES:	18
TOTAL UNCOVERED PARKING SPACES:	0

FIELD ARCHITECTURE
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North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	1/8" = 1'-0"

SITE PLAN

Sheet number

A051

4/19/2018 1:45:14 PM

D24

SHEET NOTES

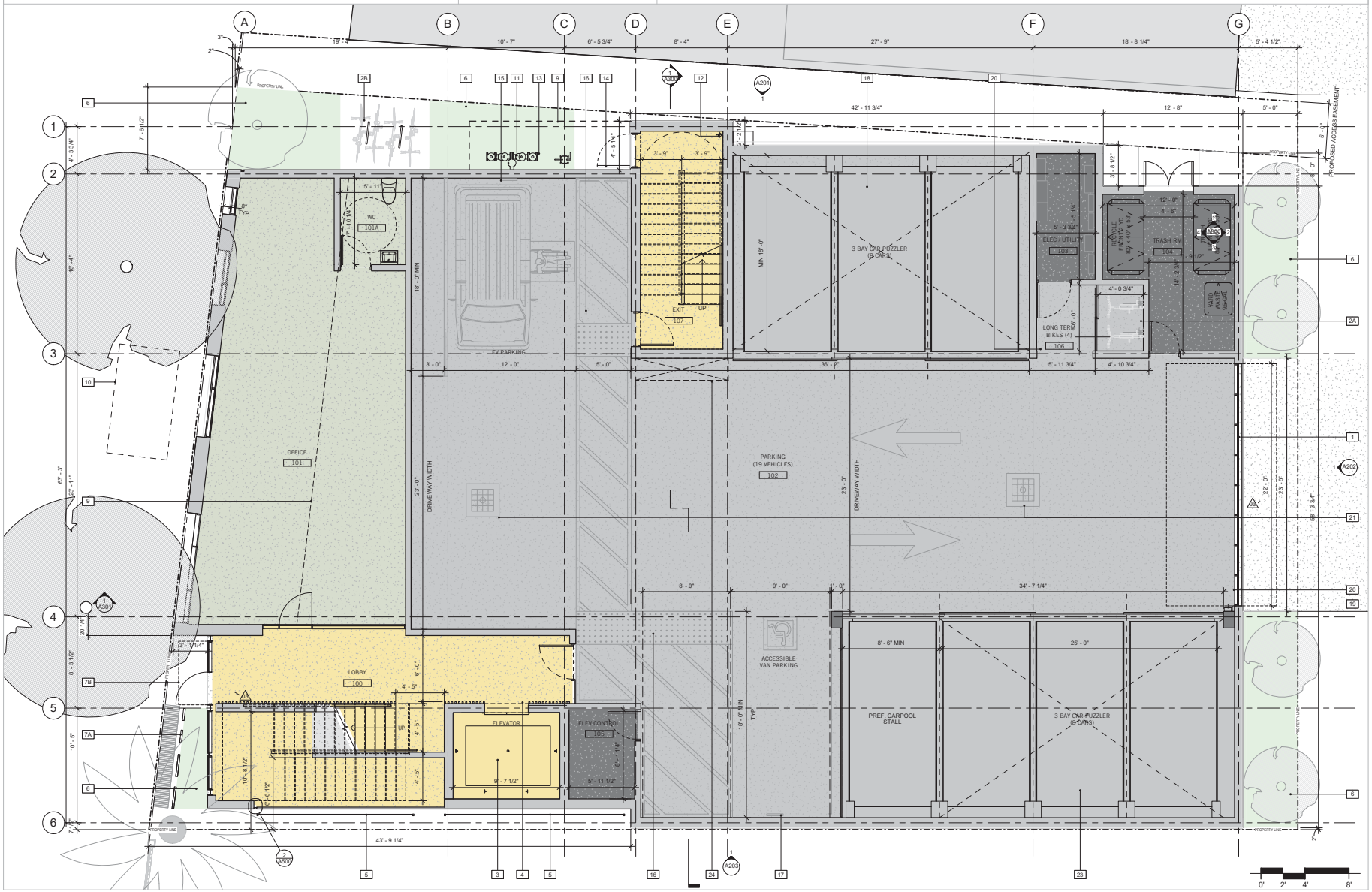
1. PARKING SPACES OPEN TO ALL BUILDING TENANTS
2. EV STALL REQUIREMENT TO MEET MENLO PARK SPECIFIC PLAN, CALGREEN CH 4 AND CBC 11A & 11B

SHEET NOTES

- CIRCULATION
- OFFICE
- PARKING
- SERVICES

KEY NOTES

1 TILT UP GARAGE DOOR W/ PERFORATED STL MESH, RFID CONTROL SYSTEM
2A CLASS I - LONG TERM BIKE STORAGE (4x)
2B CLASS II - SHORT TERM BIKE PARKING (3x)
3 KONE ECOSPACE FRONT OPENING ELEVATOR, 4000 LBS CAPACITY OR SIM
4 SMOKE CURTAIN AC77 BY SMOKE GUARD
5 PLANTED SCREEN - SLD
6 PLANTING - SLD
7A BUILDING SIGNAGE
7B ENTRY CANOPY
8 RECESSED KNOX BOX
9 DASHED LINE OF SECOND FLOOR ABOVE
10 PG&E UCD TRANSFORMER
11 BACK FLOW PREVENTER / FDC
12 FIRE PROTECTION WET STANDPIPE W/ 2-1/2" HOSE CONNECTION
13 GAS METER
14 EV CHARGER
15 EV SIGNAGE
16 DETECTABLE STRIP
17 ADA SIGNAGE
18 SEMI-AUTOMATIC PARKING SYSTEM, UNIPARKER NS303 BY PARKWORKS OR SIM
19 FUSED DISCONNECT CONTROL FOR PUZZLER
20 TOUCH SCREEN CONTROL PAD FOR PARKING SYSTEM
21 AREA DRAIN - SCD
22 ACCESS FOR MAINTENANCE
23 4 BAY PUZZLER (11 CARS) IF INCLUDING PREFERENCEIAL CARPOOL STALL
24 GARAGE EXHAUST FAN W/ CO SENSOR & EXHAUST DUCT UP TO ROOF - SMD



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North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	1/4" = 1'-0"

GROUND LEVEL PLAN

Sheet number

A100

4/19/2018 12:05:51 PM

D25

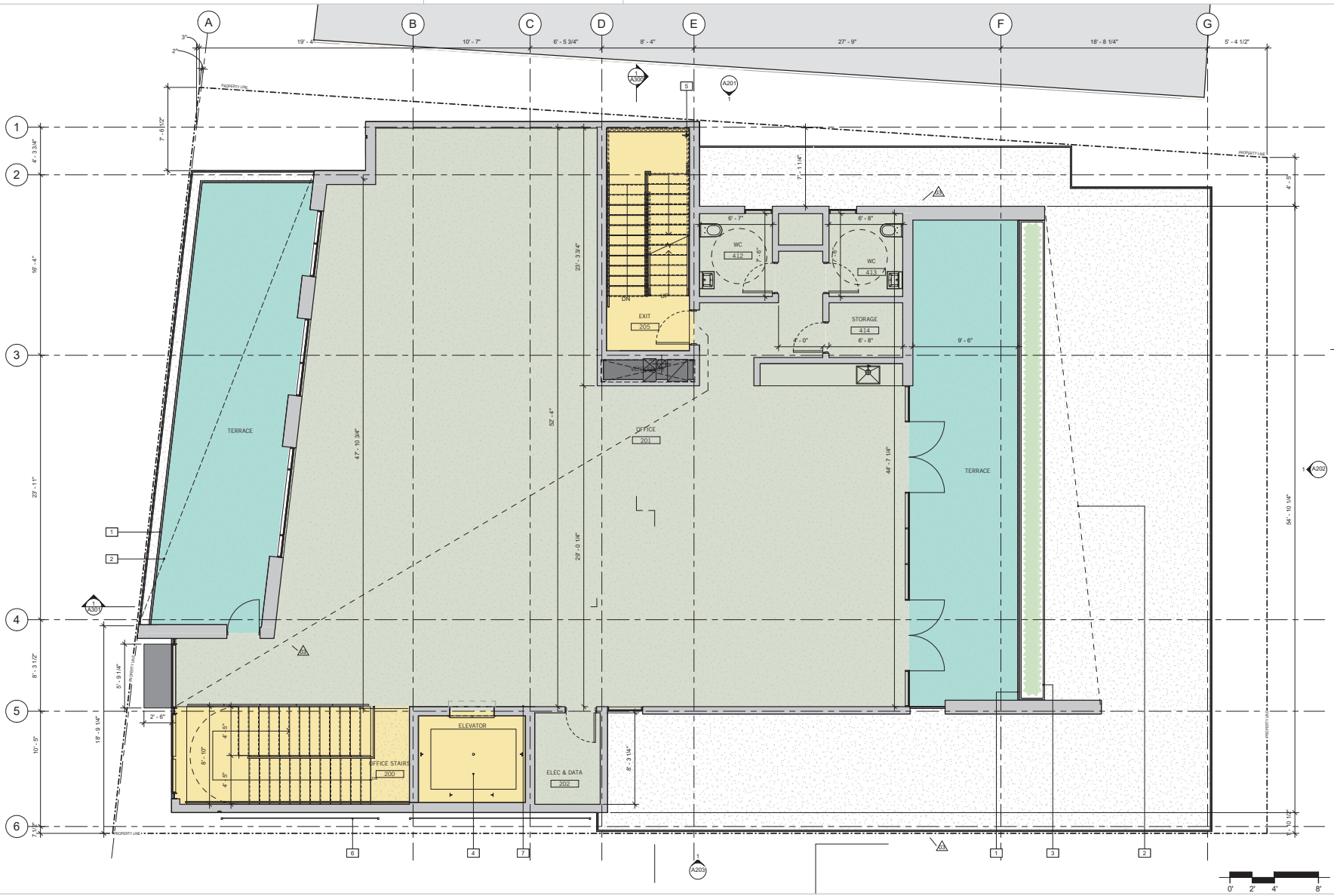
SHEET NOTES

SHEET NOTES

- CIRCULATION
- OFFICE
- SERVICES
- TERRACE

KEY NOTES

1. 42" SS GUARDRAIL
2. ROOF OVERHANG
3. FREESTANDING PLANTERS
4. KONE ECOSPACE FRONT OPENING 4000 LBS CAPACITY OR SIMILAR
5. FIRE PROTECTION STANDPIPE W/ 2-1/2" HOSE CONNECTION
6. PLANTED SCREEN
7. SMOKE CURTAIN AC77 BY SMOKE GUARD
8. FREE-STANDING STONE SCREEN
9. PLANTING BED - SLD
10. (N) TREE - SLD
11. ENTRY CANOPY



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04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	1/4" = 1'-0"

LEVEL 2 PLAN

Sheet number

A101

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D26

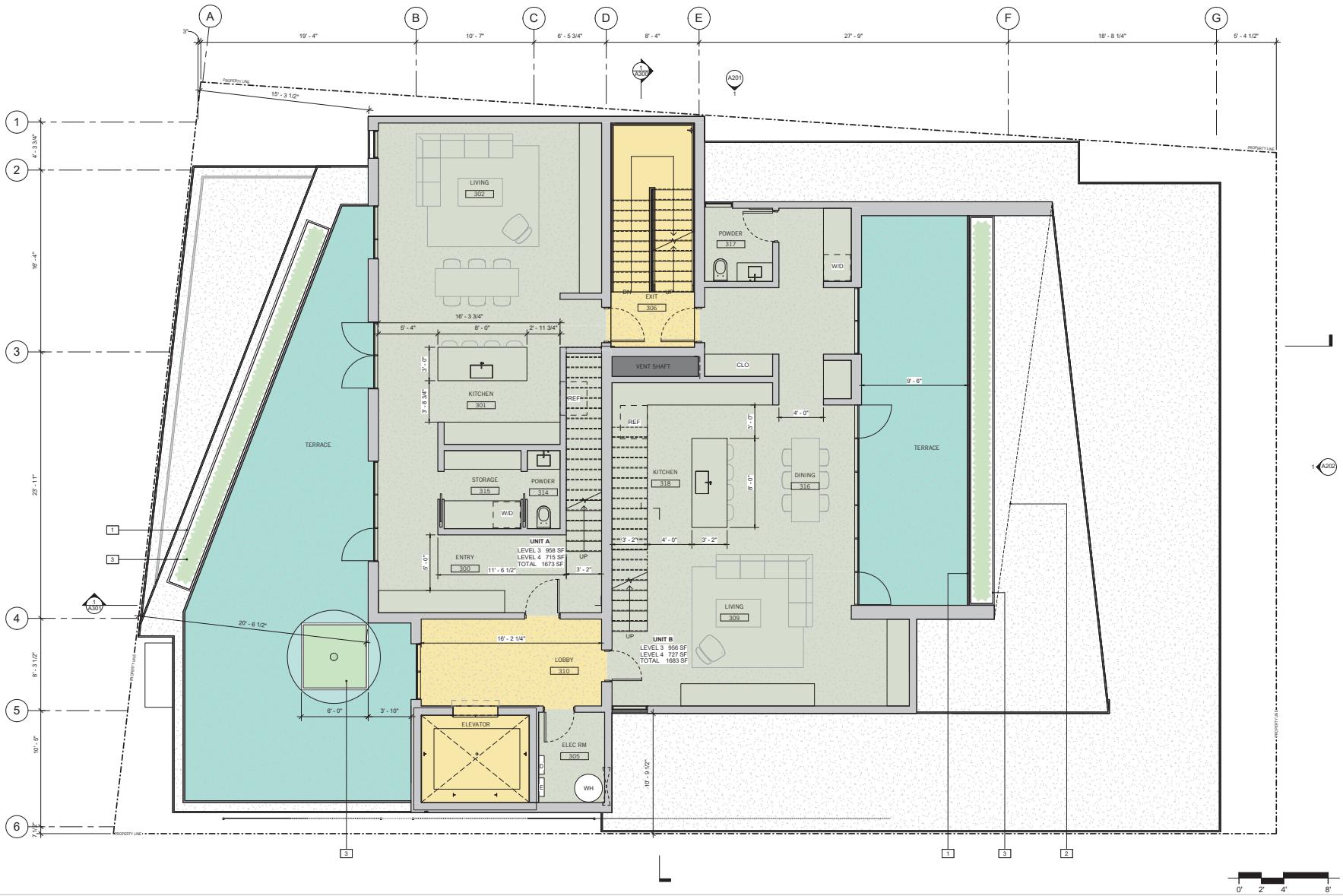
SHEET NOTES

SHEET NOTES

- CIRCULATION
- RESIDENTIAL
- SERVICES
- TERRACE

KEY NOTES

- 1A 42" SS GUARDRAIL
- 1B GLASS GUARDRAIL
- 2 FREESTANDING PLANTERS
- 3 FIRE PROTECTION STANDPIPE
- 4 ROOF OVERHANG
- 5 KONE ECOSPACE FRONT OPENING 4000 LBS CAPACITY OR SIMILAR
- 6 SMOKE CURTAIN AC77 BY SMOKE GUARD
- 7 (N) TREE - SLD
- 8 WALL VENT FOR WATER HEATER, LAUNDRY & DRYER, EXHAUST - SMD



FIELD ARCHITECTURE

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Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
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03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	1/4" = 1'-0"

LEVEL 3 PLAN

Sheet number

A102

4/19/2018 12:06:09 PM

D27

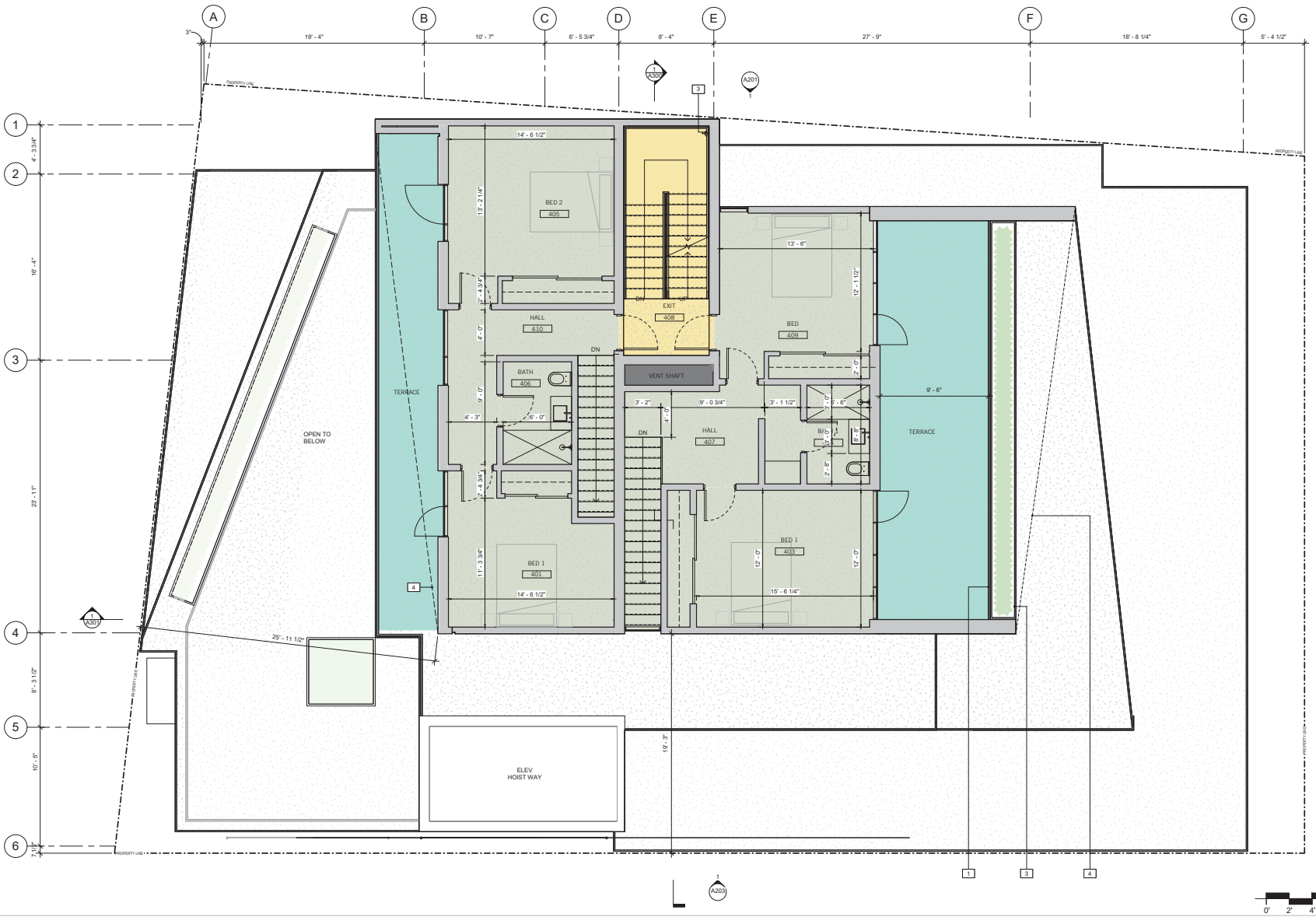
SHEET NOTES

SHEET NOTES

- CIRCULATION
- RESIDENTIAL
- SERVICES
- TERRACE

KEY NOTES

1. 42" SS GUARDRAIL
2. FREESTANDING PLANTERS
3. FIRE PROTECTION STANDPIPE
4. ROOF OVERHANG
5. KONE ECOSPACE FRONT OPENING 4000 LBS CAPACITY OR SIMILAR
6. SMOKE CURTAIN AC77 BY SMOKE GUARD
7. ROOF VENT FOR WATER HEATER, LAUNDRY & DRYER, EXHAUST - SMD



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North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	1/4" = 1'-0"

LEVEL 4 PLAN

Sheet number

A103

4/19/2018 12:06:20 PM

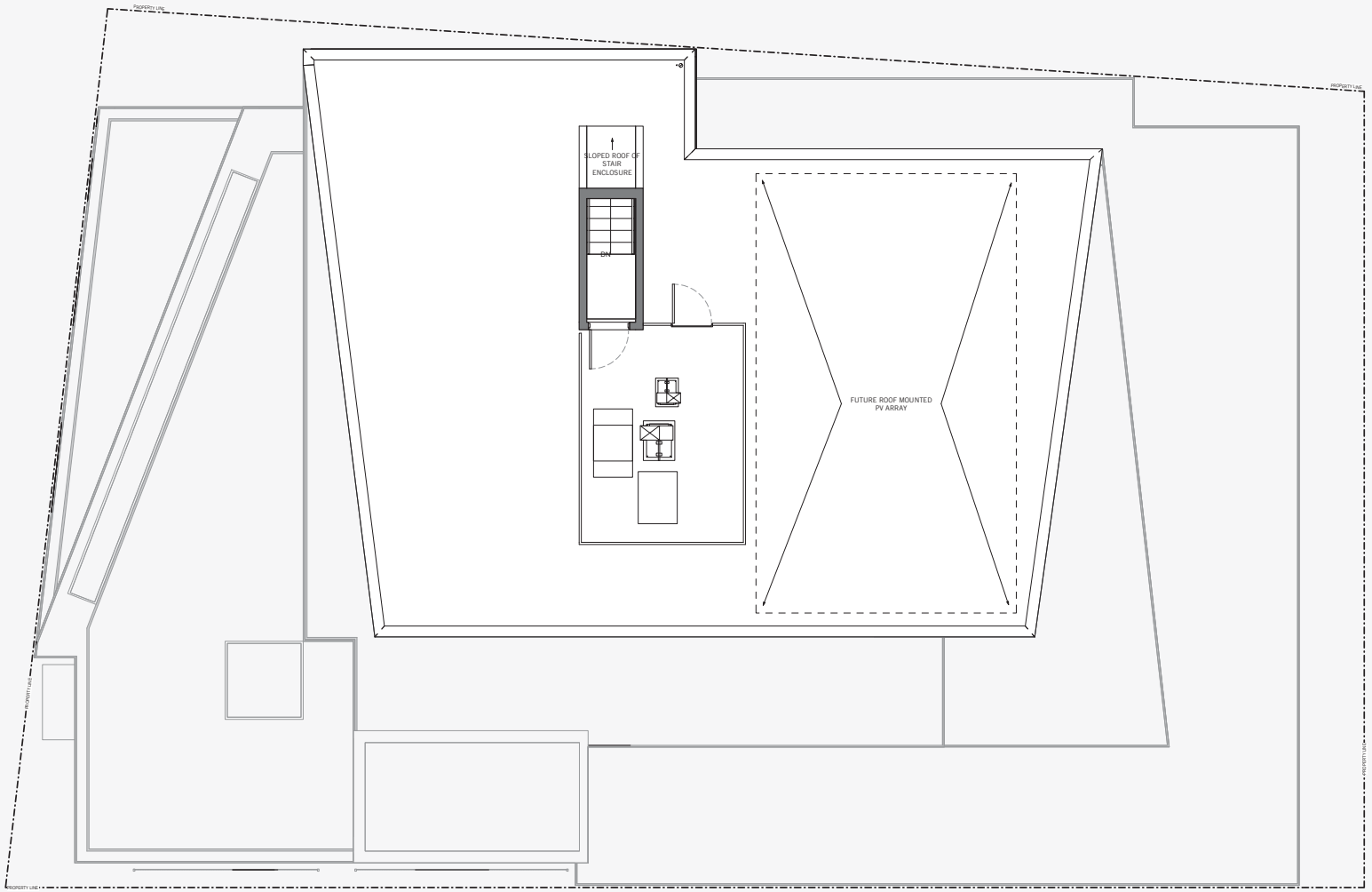
D28

SHEET NOTES

1. COMPLIANCE WITH NOISE STANDARDS INCLUDING MENLO PARK MUNICIPAL CODE, TITLE 24 OF THE CA CODE OF REGULATIONS, AND SUBDIVISION AND ZONING CODES.
2. FOR ALL SOURCES OF SOUND MEASURED FROM ANY RESIDENTIAL PROPERTY TO NOT EXCEED 50 dBA AT NIGHT TIME HOURS 10PM - 7AM, AND NOT TO EXCEED 60 dBA AT DAY TIME HOURS 7AM - 10PM PER M.P.M.C.8.06.030
3. ALL SOUNDS EMITTED BY ROOF-MOUNTED EQUIPMENT SHALL NOT EXCEED FIFTY (50) DECIBELS AT A DISTANCE OF FIFTY (50) FEET FROM SUCH EQUIPMENT. M.P.M.C. 16.08.095

KEY NOTES

1 5' TALL SCREEN FOR MECHANICAL EQUIPMENT
2 LOW PROFILE UTILITY FAN FROM SHAFT
3 ROOF AREA DESIGNATED FOR FUTURE PV ARRAY



FIELD ARCHITECTURE
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04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	1/4" = 1'-0"

ROOF PLAN

Sheet number

A104

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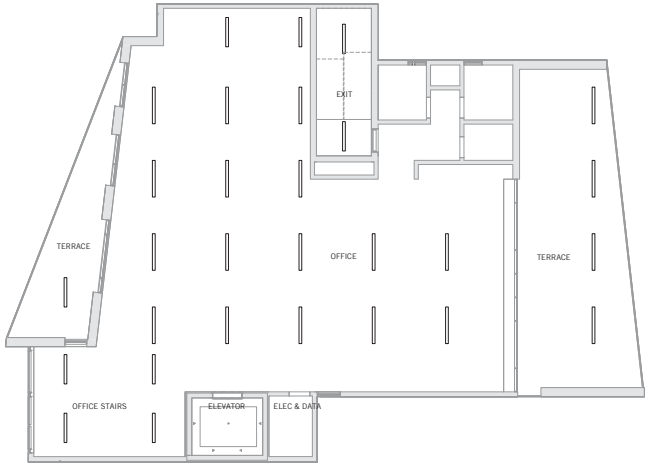
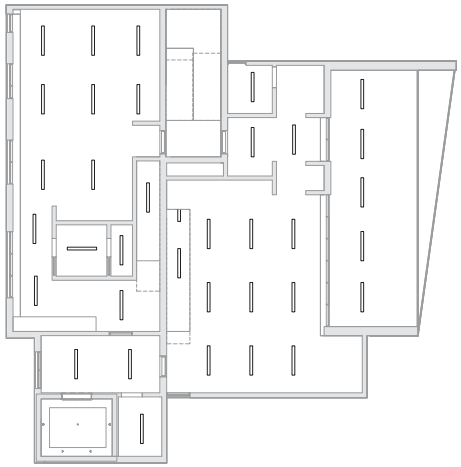
D29

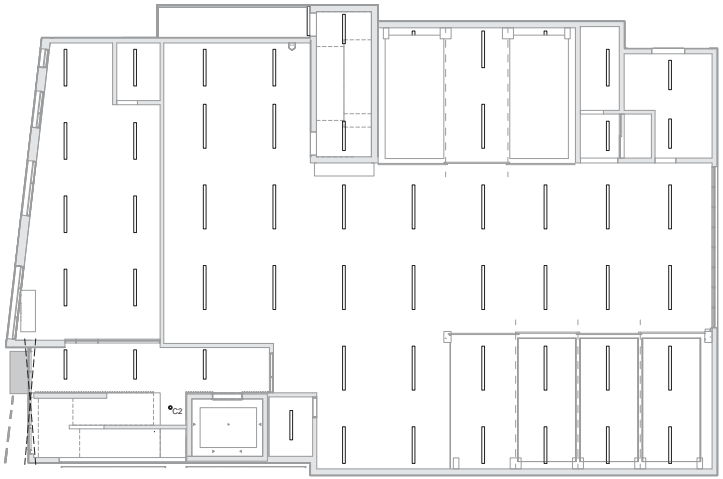
4 RCP - LEVEL 4
1/8" = 1'-0"



2 RCP - LEVEL 2
1/8" = 1'-0"



3 RCP - LEVEL 3
1/8" = 1'-0"



1 RCP - GROUND LEVEL
1/8" = 1'-0"

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North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	TMD
Scale	1/8" = 1'-0"

RCP / LIGHTING LAYOUTS

Sheet number

A105

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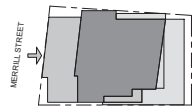
D30

KEY NOTES

1A	NATURAL STONE - HAUSSMAN LONDON GREY LIMESTONE	6	SS CABLE GUARDRAIL	12	ELEC & GAS METERS
1B	NATURAL STONE - HAUSSMAN LAVE NOIRE LIMESTONE	7	PLANTERS IN MEDIUM GRAY FINISH	13	CIP CONCRETE BENCH W/ WOOD SLAT SEAT
2	INTEGRAL COLOR, SMOOTH TEXTURED STUCCO W/ METAL TRIM DETAIL	8	PLANTED GREEN WALL - 4" WIRE MESH W/ CLIPS	14	MTL SIGNAGE PTD TO MATCH MULLIONS, 3'-10"H x 9'-0"W
3	WESTERN RED CEDAR SIDING W/ CLEAR COAT BY SIKKENS OR SIM	9	PERFORATED METAL PANEL PTD TO MATCH STUCCO	15	MTL CANOPY WITH SIGNAGE BELOW, 5"H X 5"H MAX PER LETTER
4	METAL DOORS & WINDOWS	10	PERFORATED METAL PANEL AUTOMATIC GARAGE DOOR		
5	BLACKENED STEEL	11	BACKFLOW PREVENTER & FDC		



2 KEY PLAN - NORTH
1" = 40'-0"

1 ELEVATION - NORTH/FRONT
1/4" = 1'-0"

0' 2' 4' 8'

FIELD
ARCHITECTURE

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North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	As indicated

ELEVATION - NORTH/FRONT

Sheet number

A200

4/19/2018 12:06:37 PM

ALLOWABLE AREA OF OPENINGS *PER CBC TABLE 705.8*

GROUND LEVEL:
SURFACE AREA 92' 3" X 15' = 1384 SF

ALLOWABLE OPENING
3' TO LESS THAN 5' 15% = 208 SF
5' TO LESS THAN 10' 25% = 346 SF

OPENING A (3' to >5') 4' 6" X 7' 1" = 32 SF **OK**

LEVEL 2:
SURFACE AREA 65' 1" X 12' 8" = 825 SF

ALLOWABLE OPENING
5' TO LESS THAN 10' 25% = 206 SF

OPENING B (5' to >10') 2' 6" X 11' 10" = 30 SF **OK**
OPENING C (5' to >10') 2' 6" x 11' 10" = 30 SF **OK**

OPENING SURFACE LOCATED 30' OR GREATER FROM PROPERTY LINE. NO LIMIT ON ALLOWABLE AREA OF OPENING

LEVEL 3:
SURFACE AREA 60' 6" X 12' 8" = 767 SF

ALLOWABLE OPENING
15' TO LESS THAN 20' 75% = 575 SF

OPENING D (15' to >20') 2' 6" X 11' 10" = 30 SF **OK**

LEVEL 4:
SURFACE AREA 60' 6" X 12' 8" = 767 SF

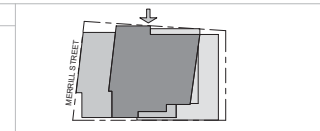
ALLOWABLE OPENING
15' TO LESS THAN 20' 75% = 575 SF

OPENING E (15' to >20') 2' 6" X 11' 10" = 30 SF **OK**

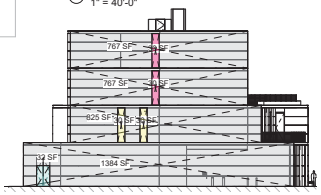
KEY NOTES

- 1A NATURAL STONE - HAUSSMAN LONDON GREY LIMESTONE
- 1B NATURAL STONE - HAUSSMAN LAVE NOIRE LIMESTONE
- 2 INTEGRAL COLOR, SMOOTH TEXTURED STUCCO W/ METAL TRIM DETAIL
- 3 WESTERN RED CEDAR SIDING W/ CLEAR COAT BY SIKKENS OR SIM
- 4 METAL DOORS & WINDOWS
- 5 BLACKENED STEEL
- 6 SS CABLE GUARDRAIL
- 7 PLANTERS IN MEDIUM GRAY FINISH
- 8 PLANTED GREEN WALL - 4" WIRE MESH W/ CLIPS
- 9 PERFORATED METAL PANEL PTD TO MATCH STUCCO
- 10 PERFORATED METAL PANEL AUTOMATIC GARAGE DOOR
- 11 BACKFLOW PREVENTER & FDC
- 12 ELEC & GAS METERS
- 13 CIP CONCRETE BENCH W/ WOOD SLAT SEAT
- 14 MTL SIGNAGE PTD TO MATCH MULLIONS, 3'-10"H x 9'-0"W
- 15 MTL CANOPY WITH SIGNAGE BELOW, 5"H X 5"H MAX PER LETTER

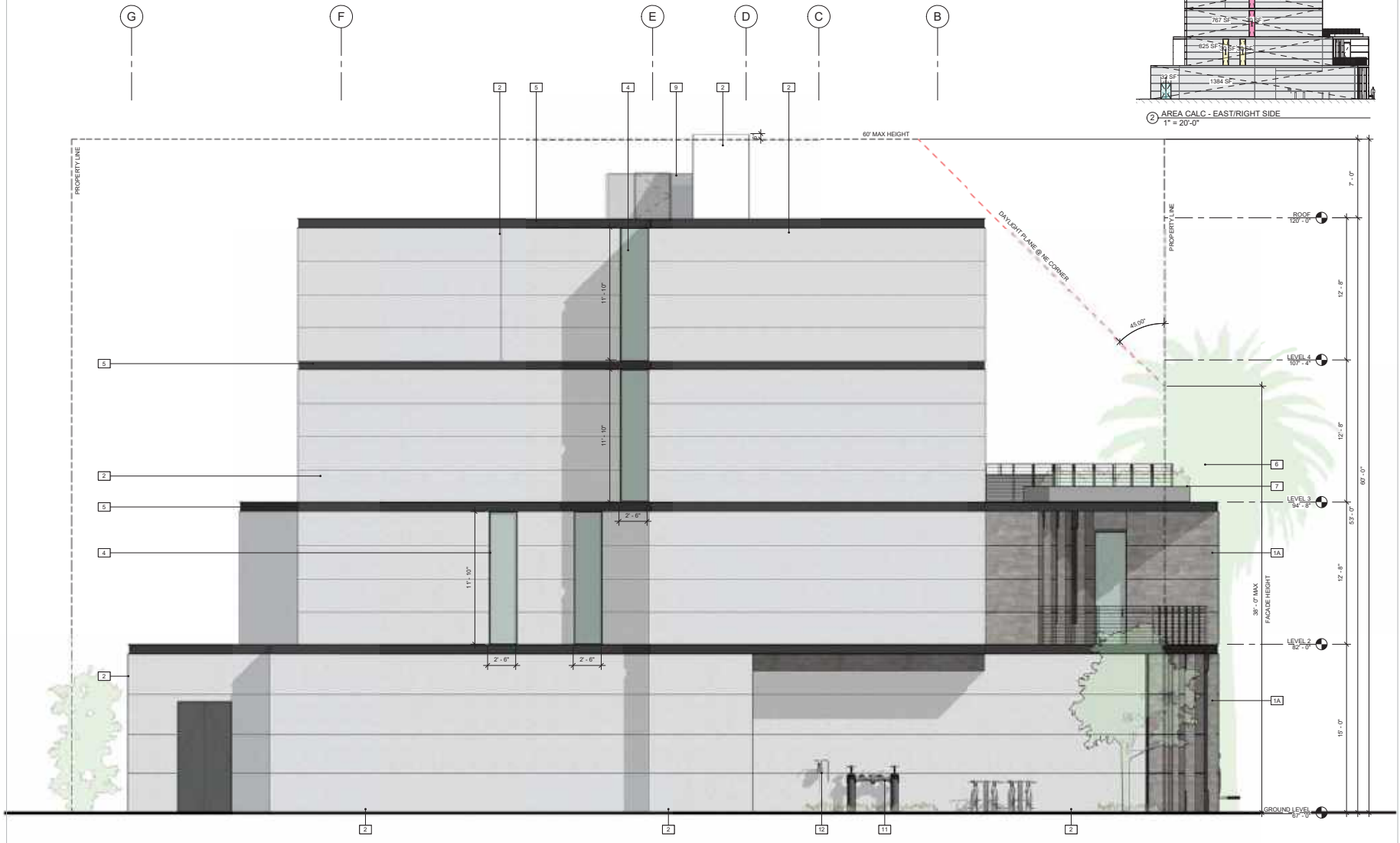
- WALL SURFACE
- OPENING 3' TO LESS THAN 5'
- OPENING 5' TO LESS THAN 10'
- OPENING 15' TO LESS THAN 20'



3 KEY PLAN - EAST
1" = 40'-0"



2 AREA CALC - EAST/RIGHT SIDE
1" = 20'-0"



1 ELEVATION - EAST/RIGHT SIDE
1/4" = 1'-0"

0' 2' 4' 8'

FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	As indicated

ELEVATION - EAST/RIGHT SIDE

Sheet number

A201

4/19/2018 12:06:51 PM

D32

ALLOWABLE AREA OF OPENINGS *PER CBC TABLE 705.8*

GROUND LEVEL:
SURFACE AREA 58' 4" X 15' = 875 SF

ALLOWABLE OPENING
5' TO LESS THAN 10' 25% = 219 SF

OPENING (5' to >10') 22' X 9' 11" = 218 SF

LEVEL 2, 3 & 4:
OPENING SURFACE LOCATED 30' OR GREATER FROM PROPERTY LINE. NO LIMIT ON ALLOWABLE AREA OF OPENING.

KEY NOTES

- 1A NATURAL STONE - HAUSSMAN LONDON GREY LIMESTONE
- 1B NATURAL STONE - HAUSSMAN LAVE NOIRE LIMESTONE
- 2 INTEGRAL COLOR, SMOOTH TEXTURED STUCCO W/ METAL TRIM DETAIL
- 3 WESTERN RED CEDAR SIDING W/ CLEAR COAT BY SIKKENS OR SIM
- 4 METAL DOORS & WINDOWS
- 5 BLACKENED STEEL
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- 7 PLANTERS IN MEDIUM GRAY FINISH
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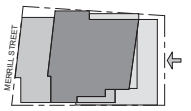
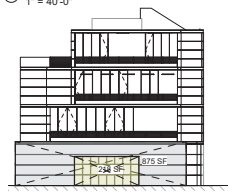
- 11 BACKFLOW PREVENTER & FDC
- 12 ELEC & GAS METERS
- 13 CIP CONCRETE BENCH W/ WOOD SLAT SEAT
- 14 MTL SIGNAGE PTD TO MATCH MULLIONS, 3'-10"H x 9'-0"W
- 15 MTL CANOPY WITH SIGNAGE BELOW, 5"H X 5"H MAX PER LETTER

- WALL SURFACE
- OPENING 3' TO LESS THAN 5'
- OPENING 5' TO LESS THAN 10'
- OPENING 15' TO LESS THAN 20'

1 ELEVATION - SOUTH/REAR
1/4" = 1'-0"



3 KEY PLAN - SOUTH
1" = 40'-0"



2 AREA CALC - SOUTH/REAR
1" = 20'-0"

0' 2' 4' 8'

FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	As indicated

ELEVATION - SOUTH/REAR

Sheet number

A202

4/19/2018 12:07:05 PM

D33

ALLOWABLE AREA OF OPENINGS *PER CBC TABLE 705.8*

LEVEL 2:
SURFACE AREA 84' 1" X 12' 8" = 1065 SF

ALLOWABLE OPENING
10' TO LESS THAN 15' 45% = 479 SF

OPENING A (10' TO <15') 3' 2" X 11' 10" = 37 SF OK

LEVEL 3:
SURFACE AREA 52' 1" X 12' 8" = 660 SF

ALLOWABLE OPENING
10' TO LESS THAN 15' 45% = 297 SF

OPENING B (10' to >15') 3' 2" X 11' 10" = 37 SF **OK**

LEVEL 4:
SURFACE AREA 50' 4" X 12' 8" = 638 SF

ALLOWABLE OPENING
15' TO LESS THAN 20' 75% = 479 SF

OPENING C (15' to >20') 3' 2" X 11' 10" = 37 SF **OK**

KEY NOTES

1A NATURAL STONE - HAUSSMAN LONDON GREY LIMESTONE
1B NATURAL STONE - HAUSSMAN LAVE NOIRE LIMESTONE
2 INTEGRAL COLOR, SMOOTH TEXTURED STUCCO W/ METAL TRIM DETAIL
3 WESTERN RED CEDAR SIDING W/ CLEAR COAT BY SIKKENS OR SIM
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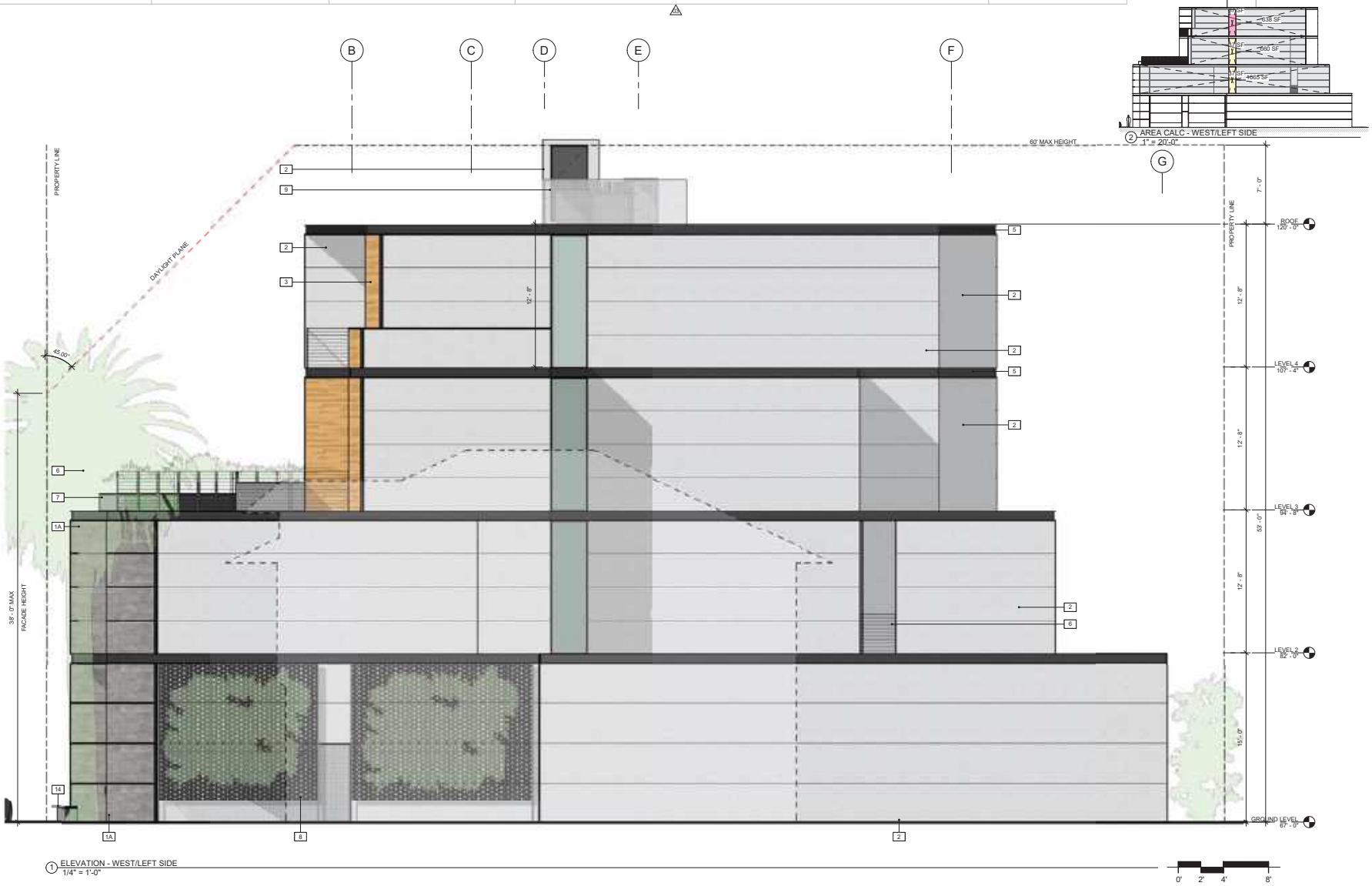
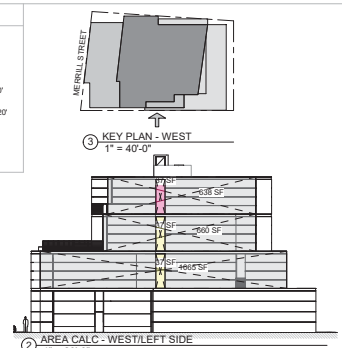
14 MTL SIGNAGE PTD TO MATCH MULLIONS, 3'-10"H x 9'-0"W
15 MTL CANOPY WITH SIGNAGE BELOW, 5"H X 5"H MAX PER LETTER

WALL SURFACE
OPENING 3' TO LESS THAN 5'
OPENING 5' TO LESS THAN 10'
OPENING 15' TO LESS THAN 20'



1 ELEVATION - WEST/LEFT SIDE
1/4" = 1'-0"

0' 2' 4' 8'



3 KEY PLAN - WEST
1" = 40'-0"

2 AREA CALC - WEST/LEFT SIDE
1" = 20'-0"

FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
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02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	LV
Scale	As indicated

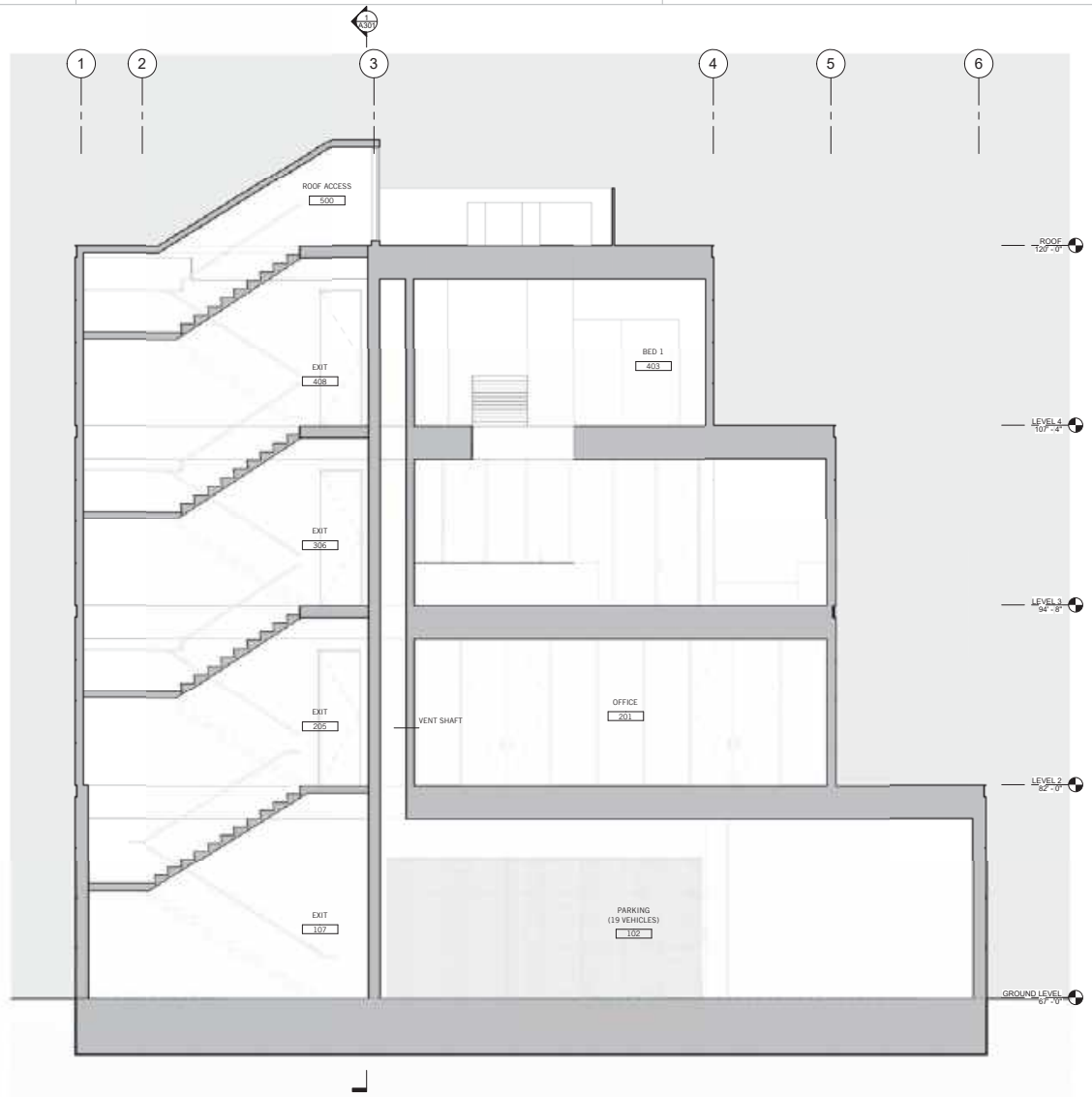
ELEVATION - WEST/LEFT SIDE

Sheet number

A203

4/19/2018 12:56:02 PM

	SHEET NOTES	KEY NOTES
		1 5' TALL SCREEN FOR MECHANICAL EQUIPMENT 2 ACCESS HATCH W/ S.D.



1 SECTION - LONG - STAIRS
1/4" = 1'-0"

0' 2' 4' 8'

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	1/4" = 1'-0"

SECTION - ELEVATOR & STAIR 1

Sheet number

A300

4/19/2018 12:07:23 PM

	SHEET NOTES	KEY NOTES

1 SECTION - CROSS - STAIRS
1/4" = 1'-0"

0' 2' 4' 8'

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	1/4" = 1'-0"

SECTION - STAIR 2

Sheet number

A301

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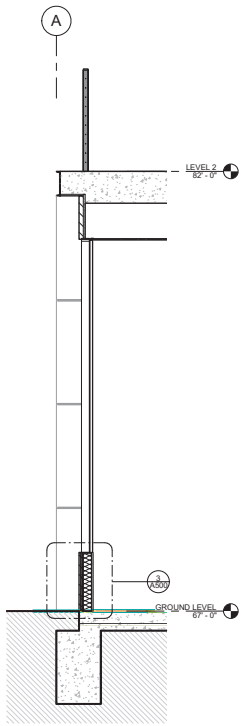
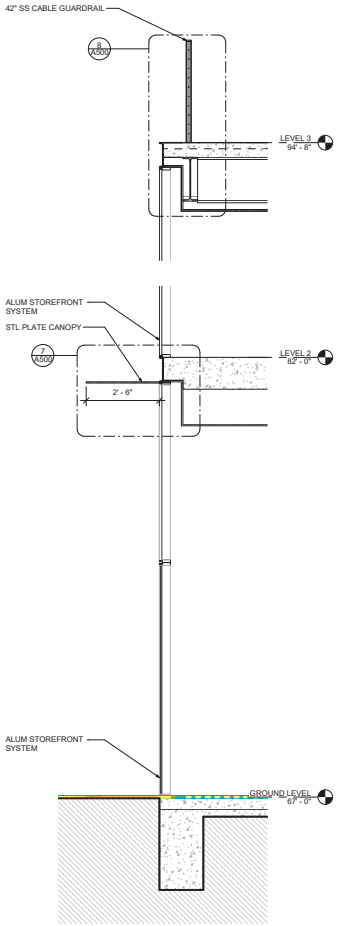
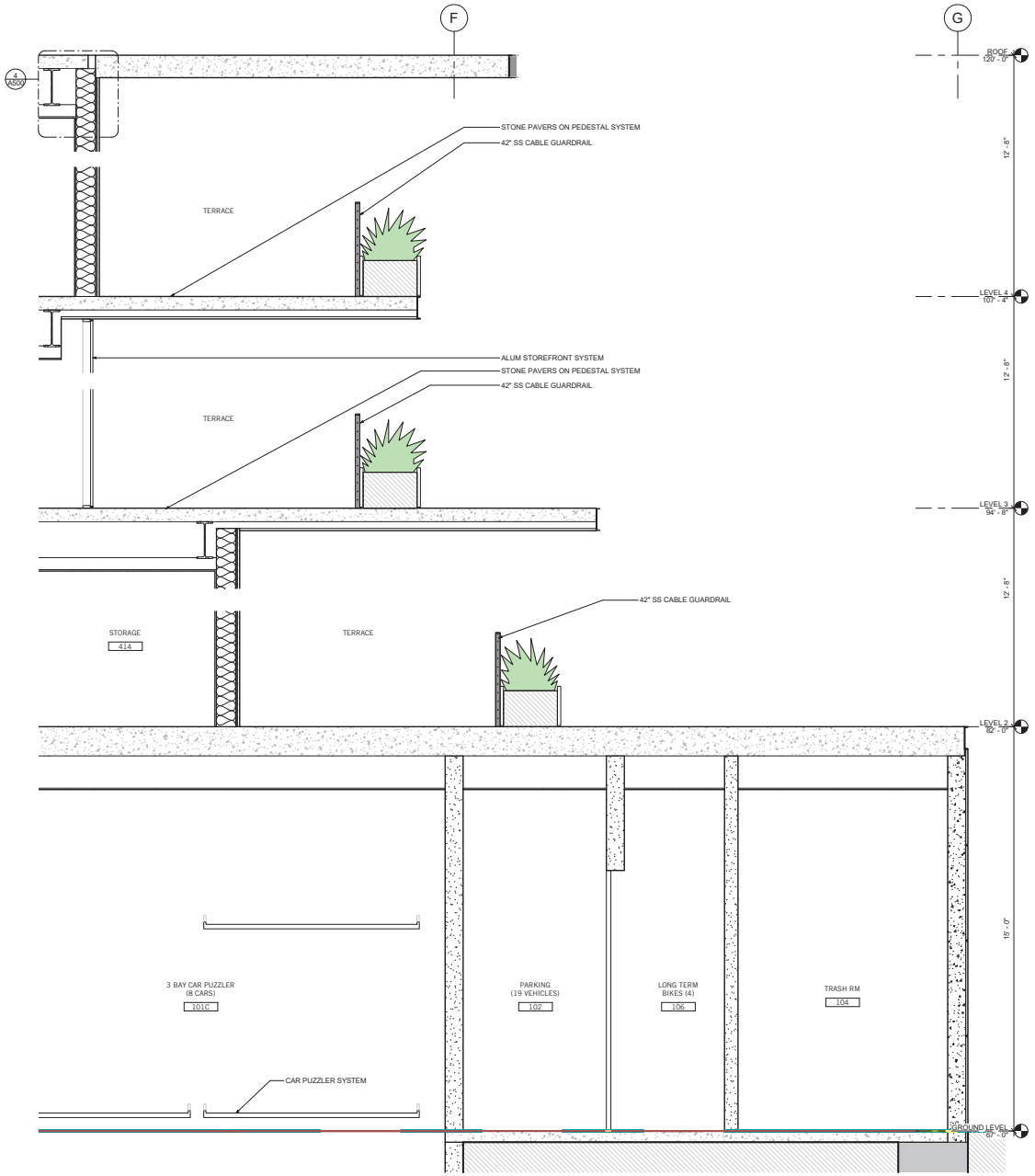
SHEET NOTES



3 WALL SECTION - STOREFRONT
1/2" = 1'-0"



2 WALL SECTION - FRONT TERRACES
1/2" = 1'-0"



1 WALL SECTION - REAR TERRACES
1/2" = 1'-0"

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

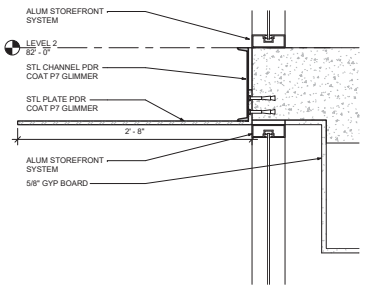
Date	04.19.18
Drawn by	JCH
Scale	1/2" = 1'-0"

WALL SECTIONS

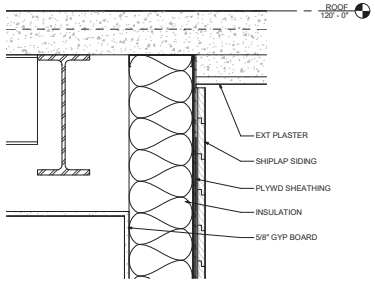
Sheet number

A400

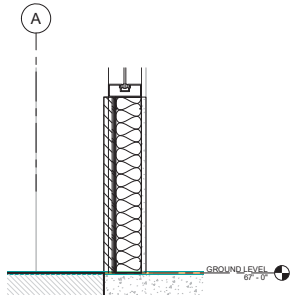
4/19/2018 12:53:14 PM



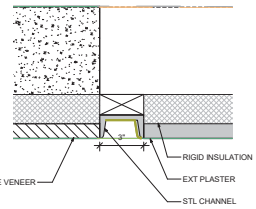
7 ENTRY CANOPY
1 1/2" = 1'-0"



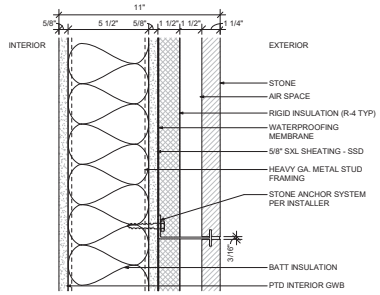
4 TYP WOOD SIDING
1 1/2" = 1'-0"



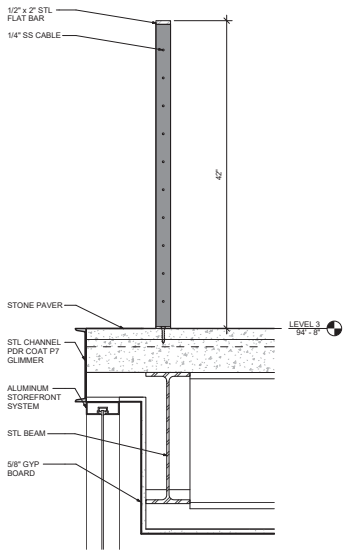
3 TYP BRICK VENEER AT WINDOW SILL
1 1/2" = 1'-0"



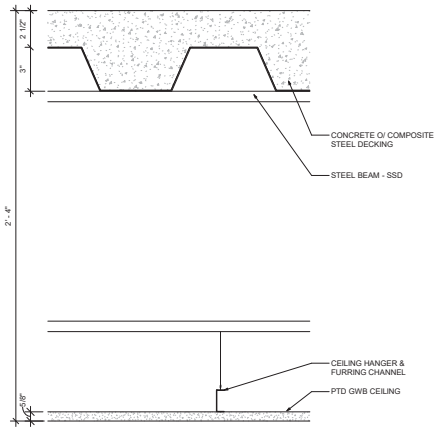
2 TYP SIDING TRANSITION
3" = 1'-0"



1 TYP EXT STONE WALL - SECTIONAL DTL
3" = 1'-0"



8 TYP TERRACE RAILING
1 1/2" = 1'-0"



5 TYPICAL FLOOR ASSEMBLY
3" = 1'-0"

FIELD
ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
02	STUDY SESSION	01.18.18
03	PLANNING RESUBMITTAL 2	03.19.18
04	PLANNING RESUBMITTAL 3	04.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	04.19.18
Drawn by	JCH
Scale	As indicated

DETAILS

Sheet number

A500

4/19/2018 12:52:37 PM

D38

HAYES GROUP ARCHITECTS

THE GUZZARDO PARTNERSHIP INC
Landscape Architects • Land Planners

No.	Description	Date
	Planning Submittal	03/13/2017
	Planning Resubmittal	10/11/2017
	Planning Resubmittal	02/16/2018
	Planning Resubmittal	04/13/2018

1125 MERRILL ST.
506 SANTA CRUZ
556 SANTA CRUZ
MENLO PARK, CA 94025

Date 04.19.18
Drawn by
Scale

COMPREHENSIVE PLAN

Sheet number
L1.0

LAYOUT LEGEND

	Pedestrian Concrete		Stone Tile Paving
	Ground Cover and Shrubs		Pedestal Paving
X / L–X	Detail Number / Sheet Number	E.J.	Expansion Joint
		S.A.D.	See Architect's Drawings
	Property Line	S.C.D.	See Civil Engineer's Drawings
	Center Line	S.C.F.S.	See Color and Finish Schedule

Align

In–Ground Tree Uplight
See Color and Finish Schedule

Tree Uplight.
See Color and Finish Schedule

Fire Hydrant S.C.D.

Utility Boxes S.C.D.

Below grade utilities as noted. S.C.D.

LIGHTING NOTES

1. Exterior Landscape and Streetscape lighting shall utilize fixtures with low cut–off angles, appropriately positioned to minimize glare into dwelling units and light pollution into the night sky.
2. Light fixtures and lamps shall be energy–efficient and color balanced to provide high quality comfortable and secure lighting to provide safe pedestrian and auto circulation. LED fixtures will be used to provide low energy use, high performance, low glare and an attractive site lighting experience.

LANDSCAPE ORDINANCE COMPLIANCE STATEMENT

I have complied with the criteria of the Water Conservation in Landscaping Ordinance and have applied them for the efficient use of water in the Landscape and Irrigation Design Plan.

Gary D. Laymon
Landscape Architect
License #2397

LAYOUT NOTES

1. The Contractor shall verify all distances and dimensions in the field and bring any discrepancies to the attention of the Landscape Architect for a decision before proceeding with the work.
2. Contractor to take all necessary precautions to protect buildings and waterproof membranes from damage. Any damage caused by the Contractor or the Contractor's representatives during their activities shall be repaired at no cost to the Owner.
3. All written dimensions supersede all scaled distances and dimensions. Dimensions shown are from the face of building wall, face of curb, edge of walk, property line, or centerline of column unless otherwise noted on the drawings.
4. Walk scoring, expansion joints and paving shall be located as indicated on the Layout Plans, Landscape Construction Details, or as field adjusted under the direction of the Landscape Architects.
5. All building information is based on drawings prepared by:
   FIELD Architecture
   974 Commercial Street., Ste 104
   Palo Alto, CA 94303
   650.462.9554
6. All site civil information is based on drawings prepared by:
   BKF Engineers
   255 Shoreline Dr., Suite 200
   Redwood City, CA 94065
   650.482.6300
7. The Contractor is to verify location of all on–site utilities before commencing with the work. The Contractor shall be responsible for the repair of any damage to utilities caused by the activities of the Contractor or the Contractor's representatives. Any utilities shown on Landscape Drawings are for reference and coordination purposes only.
8. Protect all existing construction from damage. The Contractor shall be responsible for the repair of any damage to existing construction caused by the activities of the Contractor or the Contractor's representatives.
9. Expansion joints shall be located no less than 16' o.c. nor greater than 20' o.c. and/or as indicated on the Layout Plans, Landscape Construction Details, or as field adjusted under the direction of the Landscape Architect.

CONCEPTUAL COLOR AND FINISH SCHEDULE

PEDESTRIAN CONCRETE PAVING
Type 1 Integral Color Concrete to Match Existing Street Concrete Paving on Adjacent Site.

ACCENT PAVING
Type 1 London Grey Stone, w/ Flamed and Split Face Finish, to Match Building Wall tile.

Type 2 Pedestal Set–Large Scale Paver, 24" x 60", Color: 1404, Finish: TBD. By Stepstone, 800.572.9029, www.stepstoneinc.com

BIKE RACK
Model # SCBR1600–S, By Maglin, Surface Mount, Finish to be Glass Silver 14. www.maglin.com. 855.954.6424.

LIGHTING FIXTURES

C02 Series by B–K Lighting, Aluminum Finish. Available through ALR Lighting, www.alrinc.com, 510.638.3800

Bega Bollard Light, Model: 88 459, Color to be Black, by Bega, www.bega.com,

'Nite Star' by B–K Lighting. Powdercoat finish in BLP, available through ALR Lighting, www.alrinc.com, 510.638.3800

Bega Wall Mount Light, Model: 4434 P.538, Color to be Black, by Bega, www.bega.com,

LIVING WALL
VertiGreen Hybrid PreGrown 3D Trellis, by Tournesol Siteworks, www.tournesolsiteworks.com, 800.542.2282. S.A.D. for Building Attachment.

SHEET INDEX

L–1.0 Comprehensive Plan
L–1.1 General Notes and Legend
L–1.2 Planting Notes and Legend
L–1.3 Landscape Imagery

L–2.1 Conceptual Landscape Plan – Ground Level
L–2.2 Conceptual Landscape Plan – Level 2
L–2.3 Conceptual Landscape Plan – Level 3
L–2.4 Conceptual Landscape Plan – Level 4

L–3.1 Tree Disposition Plan

L–5.1 Irrigation Zone Diagram – Ground Level
L–5.2 Irrigation Zone Diagram – Level 2
L–5.3 Irrigation Zone Diagram – Level 3
L–5.4 Irrigation Zone Diagram – Level 4

L–6.1 Details

FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

THE GUZZARDO PARTNERSHIP INC.
Landscape Architects • Land Planners
181 Greenwich Street
San Francisco, CA 94111
T 415 433 4672
F 415 433 5003

LICENSED LANDSCAPE ARCHITECT · Gary D. Laymon No. 2397 · Renewal Monday 08-19-19 · STATE OF CALIFORNIA

Issue Set / Revisions

No.	Description	Date
	Planning Submittal	09/18/2017
1	Planning Resubmittal	12/01/2017
2	Planning Resubmittal	03/19/2018
3	Planning Resubmittal	04/19/2018

North

1125 MERRILL ST.

MENLO PARK, CA 94025

Date 04.19.18
Drawn by
Scale

GENERAL NOTES AND LEGEND

Sheet number

L1.1

PLANTING NOTES

THE FOLLOWING SIX (6) NOTES ARE FOR BIDDING PURPOSES ONLY

1. The contractor is required to submit plant quantities and unit prices for all plant materials as a part of the bid.
2. Assume 15 gallon plant for any unlabelled or un–sized tree; 5 gallon plant for any unlabelled or un–sized shrub; and 4" pots @ 12" o.c. (not flats) for any unlabelled ground cover. All planting beds, are to receive ground cover plant installation in addition to the shrubs and trees shown on the plans.
3. The planting areas shall be ripped to a depth of 8" to reduce compaction. The native subgrade soil shall be treated with 100 lbs of gypsum/1000 sf and leached to improve drainage and reduce the soil interface barrier. Contractor shall coordinate this work with other trades. This is subject to the final recommendations of the soils test (see below) and review by the Landscape Architect and the Owner.
4. All planting areas are to receive Super Humus Compost by BFI (408.945.2844; www.bfi.com) at the rate of 6 cubic yards/1000 square feet, evenly tilled 6" deep into the soil to finish grade. All planting areas shall have 6–20–20 Commercial Fertilizer at 25lbs/1000 square feet evenly distributed into the soil. This is subject to the final recommendations and review of the soils test (see below) by the Landscape Architect and the Owner.
5. Planting pits are to be backfilled with a mixture of 50% native soil and 50% amended native soil.
6. The General Contractor is to provide an agricultural suitabilities analysis for on–site rough graded soil and any imported topsoil. Recommendations for amendments contained in this analysis are to be carried out before planting occurs. Such changes are to be accompanied by equitable adjustments in the contract price if/when necessary. See specifications for testing procedure.
7. All work shall be performed by persons familiar with planting work and under supervisions of a qualified planting foreman.
8. Plant material locations shown are diagrammatic and may be subject to change in the field by the Landscape Architect before the maintenance period begins.
9. All trees are to be staked as shown in the staking diagrams.
10. All street trees to be installed in accordance with the standards and specifications of the City of Menlo Park. Contractor to verify tree species/cultivar specification(s) with City Arborist (or designated municipal authority) prior to acquisition and installation of all street trees. Contractor to obtain written, signed documentation from the City Arborist (or designated municipal authority) confirming the species/cultivar specification(s) to be installed including installation size and installation detailing.
11. Plant locations are to be adjusted in the field as necessary to screen utilities but not to block windows nor impede access. The Landscape Architect reserves the right to make minor adjustments in tree locations after planting at no cost to the Owner. All planting located adjacent to signs shall be field adjusted so as not to interfere with visibility of the signs.
12. The Landscape Architect reserves the right to make substitutions, additions, and deletions in the planting scheme as felt necessary while work is in progress. Such changes are to be accompanied by equitable adjustments in the contract price if/when necessary and subject to the Owner's approval.
13. All planting areas, shall be top–dressed with a 3" layer of recycled wood mulch, "Prochip" by BFI (408.888.7632; www.bfi.com) or equal. This shall include all pre–cast planter pots. Mulch shall be Brown in color. Submit sample to Landscape Architect for review prior to ordering. Hold all mulch six (6) inches from all plants where mulch is applied over the rootball.
14. All street trees to be installed in accordance with the standards and specifications of the City of Menlo Park, California.
15. Trees shall be planted to anticipate settlement.
16. Plant material requiring iron supplements shall have chelated iron foliar feeding applications per manufacturer's specifications. See specifications for materials.
17. All trees noted with 'deep root' and those planted within 5'–0" of concrete paving, curbs, and walls shall have deep root barriers installed per manufacturer's specifications. See specifications for materials.
18. Ground cover shall be planted as shown on the plan, including under shrubs and in tree watering basins.
19. The Landscape Contractor shall arrange with a nursery to secure plant material noted on the drawings and have those plants available for review by the Owner and Landscape Architect within thirty (30) days of award of contract. The Contractor shall purchase the material and have it segregated and grown for the job upon approval of the plant material. The deposit necessary for such contract growing is to be born by the Contractor.
20. The project has been designed to make efficient use of water through the use of drought tolerant plant materials. Deep rooting shall be encouraged by deep watering plant material as a part of normal landscape maintenance. The irrigation for all planting shall be limited to the amount required to maintain adequate plant health and growth. Water usage should be decreased as plants mature and become established. The irrigation controllers shall be adjusted as necessary to reflect changes in weather and plant requirements.
21. The Landscape Contractor shall verify the location of underground utilities and bring any conflicts with plant material locations to the attention of the Landscape Architect for a decision before proceding with the work. Any utilities shown on the Landscape drawings are for reference and coordination purposes only. See Civil Drawings.
22. The design intent of the planting plan is to establish an immediate and attractive mature landscape appearance. Future plant growth will necessitate trimming, shaping and, in some cases, removal of trees and shrubs as an on–going maintenance procedure.

PLANT SPACING DIAGRAM

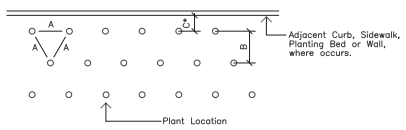
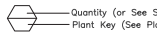


Diagram for use when plants are spaced equidistant from each other as in all ground cover plantings and massed shrub plantings

PLANT CALLOUT SYMBOL



PLANT QUANTITY DIAGRAM

SPACING 'A'	SPACING 'B'	SPACING 'C'	NO. OF PLANTS/SQUARE FOOT
6" O.C.	5.20"	2.60"	4.60
8" O.C.	6.93"	3.47"	2.60
9" O.C.	7.79"	3.90"	1.78
10" O.C.	8.66"	4.33"	1.66
12" O.C.	10.40"	5.20"	1.15
15" O.C.	13.00"	6.50"	0.74
18" O.C.	15.60"	7.80"	0.51
24" O.C.	20.80"	10.40"	0.29
30" O.C.	26.00"	13.00"	0.18
36" O.C.	30.00"	15.00"	0.12
48" O.C.	40.00"	20.00"	0.07
72" O.C.	62.35"	31.18"	0.04

See Plant Spacing Diagram for maximum triangular spacing 'A'. This chart is to be used to determine number of ground cover required in a given area and spacing between shrub massings. Where shrub massings are shown, calculate shrub mass areas before utilizing spacing chart to determine plant quantities.

* Where curb, sidewalk, adjacent planting bed or wall condition occurs, utilize spacing 'C' to determine plant distance from wall, sidewalk, adjacent planting bed or back of curb, where C=1/2 B.

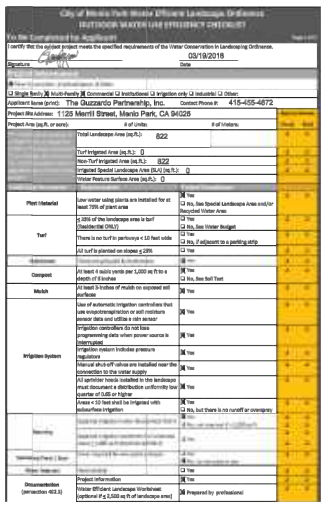
PLANTING PALETTE

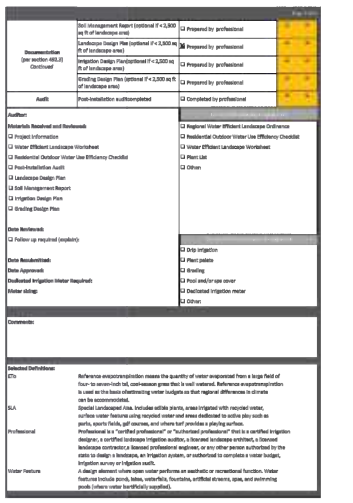
TREES						
KEY	SIZE	BOTANICALNAME	COMMONNAME	CULTIVAR	COMMENTS	WUCOLS
ACE PAL	*	Acer palmatum 'Bloodgood'	Japanese Maple			M
PLA ACE	*	Platanus acerifolia 'Columbia'	Columbia Sycamore			M
POD MAC	*	Podocarpus macrophyllus	Yew Plum Pine			M
* 36" Box Standards Unless Noted Otherwise on Plan						

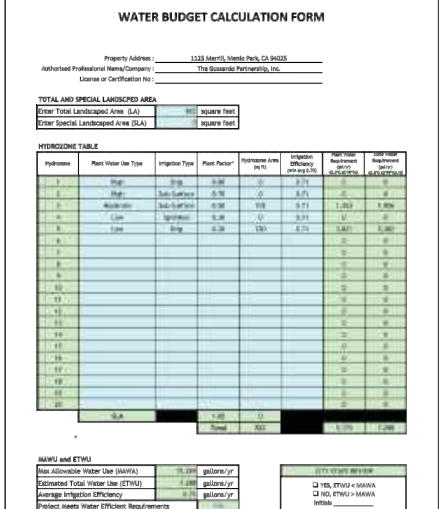
SHRUBS / GRASSES / GROUNDCOVERS							
KEY	SIZE	BOTANICALNAME	COMMONNAME	CULTIVAR	COMMENTS	SPACING	WUCOLS
ANI	5 gallon	Anigozanthos 'Bush Baby'	Dwarf Kangaroo Paw			30" o.c.	L
CHO	5 gallon	Chondoropetalum tectorum	Cape Rush			36" o.c.	L
CLI	5 gallon	Clivia miniata	Kaffir Lily			18" o.c.	M
DIA	5 gallon	Dianella tasmanica	Tasman Flax Lily			30" o.c.	M
DIB	5 gallon	Dietes bicolor	Butterfly Flag			24" o.c.	L
NEP	5 gallon	Nephrolepis cordifiora	Sword Fern			30" o.c.	M
SEM	5 gallon	Sempervivum	Hens and Chicks			18" o.c.	L
SEN	5 gallon	Senecio mandraliscae	Senecio			18" o.c.	L
VINES							
CLY	5 gallon	Clytostoma callistegioides	Violet Trumpet Vine			36" o.c.	M
ROS	5 gallon	Rosa banksiae 'Lutea'	Banksia Rose			36" o.c.	M
NOTE: WUCOLS value (Water Use Classification of Landscape Species) per WUCOLS IV, 2014 edition							

IRRIGATION NOTES

1. All planting areas are to be irrigated with an approved automatic underground irrigation system, utilizing a dedicated irrigation water meter, backflow devices, point source irrigation emitters, in accordance with the City of Menlo Park Landscape Outdoor Water Use Efficiency Checklist. Potable irrigation water will be delivered by drip irrigation devices. The system shall be designed to make efficient use of water through conservation techniques, and be in compliance with resolution 6261, as required by the State of California.
2. An application and detailed landscape irrigation plan will be submitted with the building permit submittal package. All planting and irrigation will be in compliance with the city's Water Efficient Landscape Ordinance.
3. Irrigation Controllers shall use weather sensing technology to automatically adjust the irrigation system operation in response to real–time landscape planting demands and daily changes in weather conditions.
4. Irrigation Valves shall be aligned with planting types, sun exposure and soil conditions to allow for efficient use of irrigation water in accordance with plant material irrigation requirements, as reflected in the Hydrozone requirements.
5. Landscape Trees, Shrubs, Groundcovers have been selected to include Native California Plants, and Mediterranean Climate drought tolerant plant species for the project.
6. Landscape and Irrigation Plans, with a Project Compliance Checklist, will be submitted with the Building Permit Application, which will document the landscape and planting design specifications in compliance with the City Ordinances.
7. The final construction documents will provide the contractor with an understanding of the design intent for the maintenance of the planting areas regarding care and pruning of the site. The maintenance contractor shall furnish all labor, equipments, materials and supervision required to properly maintain the landscaped areas in an attractive condition and as described in the project maintenance specifications.
8. Street Trees to be irrigated by on site system.


OUTDOOR WATER USE EFFICIENCY CHECKLIST


OUTDOOR WATER USE EFFICIENCY CHECKLIST


WATER BUDGET CALCULATION FORM

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LICENSED LANDSCAPE ARCHITECT — Gary Lawson No. 2519 — Renewal 08-31-19 — STATE OF CALIFORNIA

Issue Set / Revisions

No.	Description	Date
1	Planning Submittal	09/18/2017
2	Planning Resubmittal	12/01/2017
3	Planning Resubmittal	03/19/2018
4	Planning Resubmittal	04/19/2018

North

1125 MERRILL ST.

MENLO PARK, CA 94025

Date	04.19.18
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Scale	1/8"=1'-0"

PLANTING NOTES AND LEGENDS

Sheet number

L1.2

D41

Podium Accent Paving

Accent Stone Paving at Entrance

Integral Color Concrete to Match Existing

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No.	Description	Date
	Planning Submittal	08/18/2017
	Planning Resubmittal	10/11/2017
	Planning Resubmittal	02/16/2018
	Planning Resubmittal	04/13/2018

1125 MERRILL ST.

MENLO PARK, CA 94025

LANDSCAPE IMAGERY

L1.3

D42

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3	Planning Resubmittal	03/16/2018
4	Planning Resubmittal	04/13/2018

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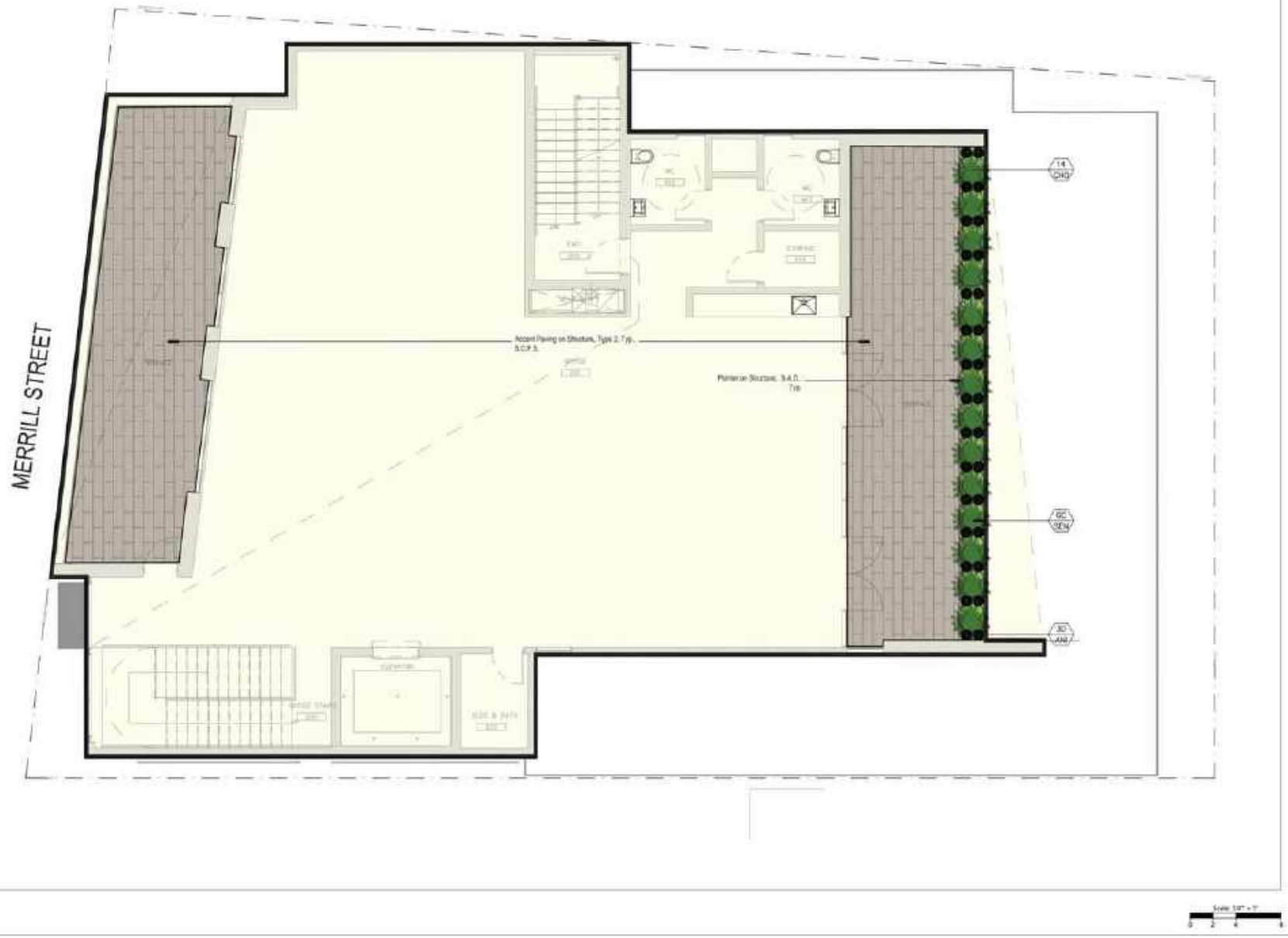
Date	04.19.18
Drawn by	
Scale	1/8"=1'-0"

GROUND LEVEL LANDSCAPE PLAN

L2.1



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No.	Description	Date
	Planning Submittal	05/18/2017
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	Planning Resubmittal	03/16/2018
	Planning Resubmittal	04/13/2018

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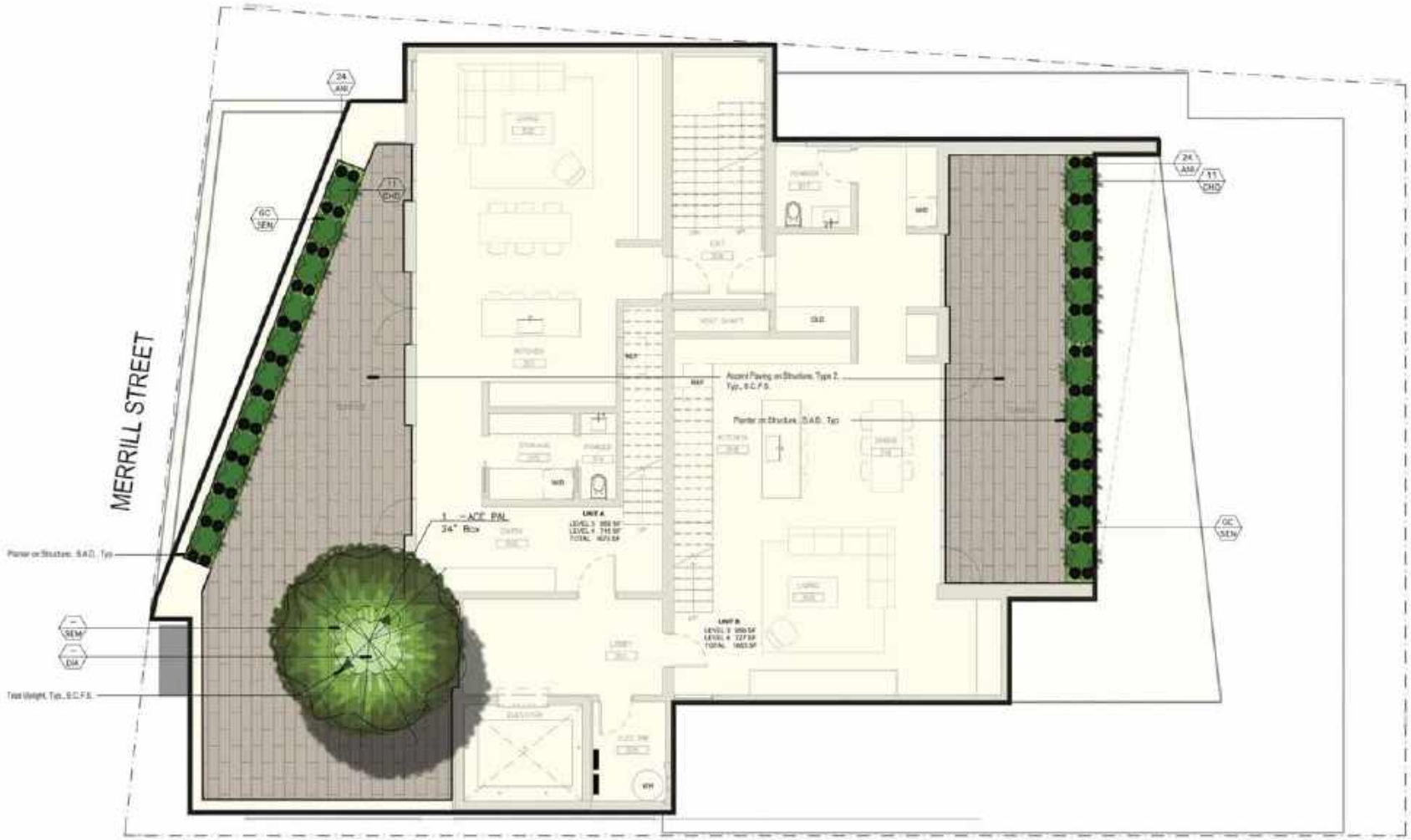
Scale	1/4"=1'-0"

LEVEL 2
LANDSCAPE PLAN

L2.2



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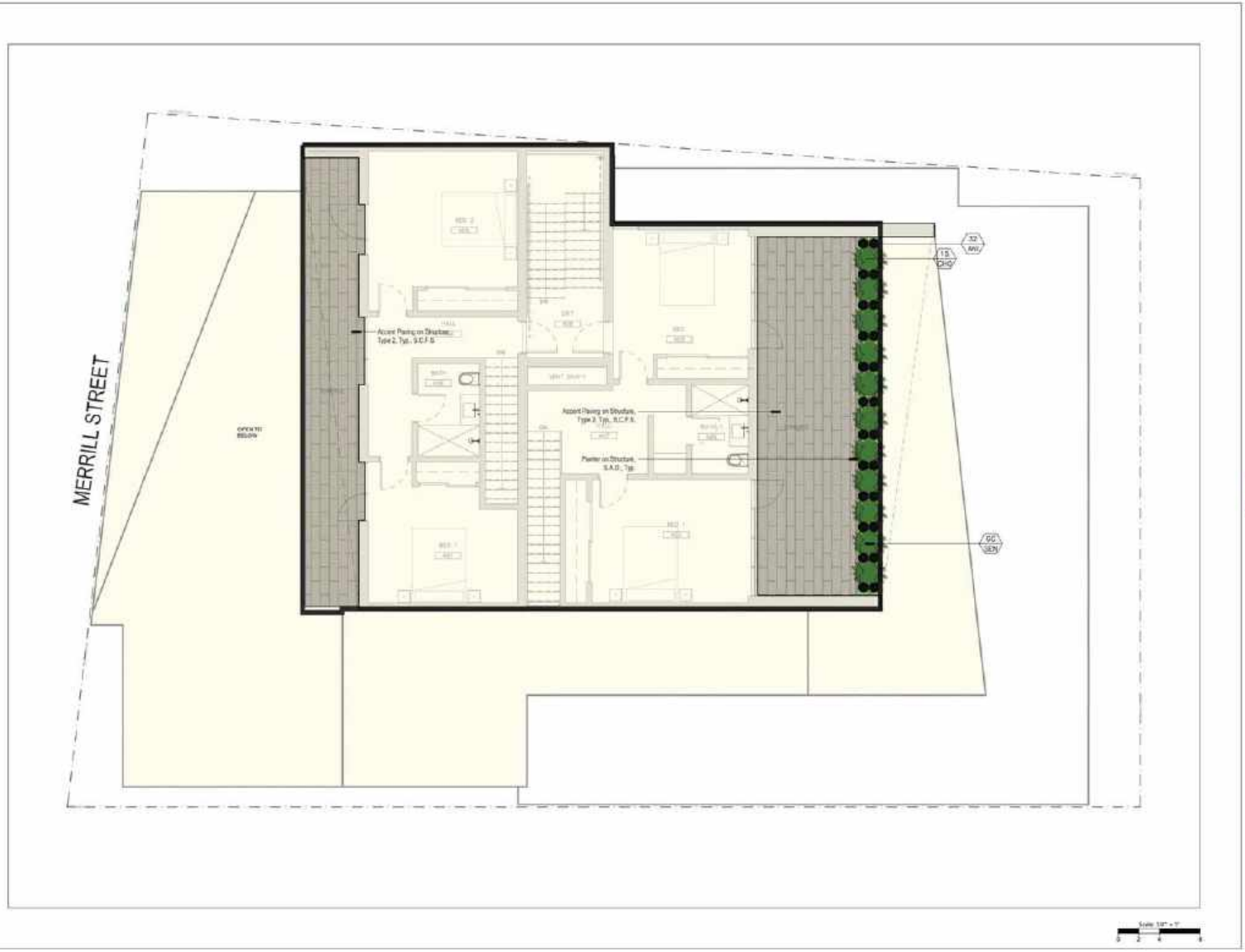
Scale	1/8"=1'-0"

LEVEL 3
LANDSCAPE PLAN

L2.3



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LEVEL 4
LANDSCAPE PLAN

L2.4

TREE DISPOSITION LEGEND

KEY	DESCRIPTION	QUANTITY
	EXISTING TREE TO REMAIN	0
	EXISTING HERITAGE TREE TREE TO REMAIN	1
	EXISTING PALM TREE TO BE TRANSPLANTED	1
	HERITAGE TREES TO BE REMOVED	3
	EXISTING TREES TO BE REMOVED	1

NOTE:

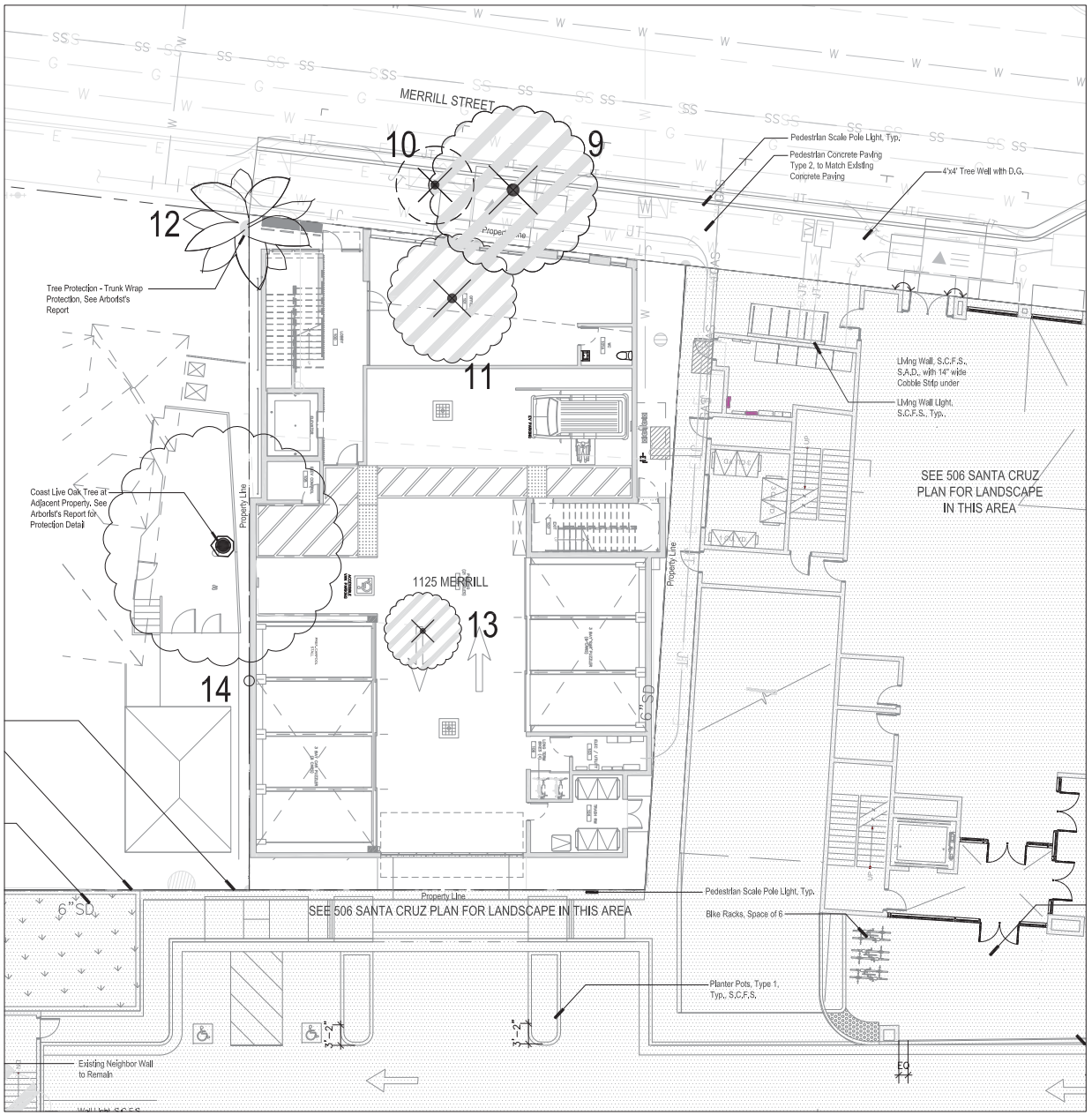
1. See Arborist Report for full Tree Protection Notes.
2. Tree Disposition Plan has been prepared based on topographic survey provided by Civil Engineer. See Arborist Report prepared by Certified Arborist David Babby dated on January 26, 2018 for tree evaluation details.
3. Removal of Heritage Trees requires an application to the City Arborist.

* ARBORIST PROTECTION NOTES:

1. Install tree protection prior to any demolition and grading for the purpose of restricting access into unpaved sections of ground within a TPZ throughout construction.
2. Prior to the City issuing a permit, a letter from arborist is required confirming fencing has been installed per arborist report.

OVERALL SITE TREE MITIGATION CHART

	Remove		Mitigation Requirement		Proposed Mitigation Trees	
	Heritage Tree	Street Tree	Heritage Tree (2:1 Ratio)	Street Tree	Heritage Tree	Street Tree
1125 Merrill Street	3	1	6	1	6	1
560 Santa Cruz	3	3	6	3	6	3
556 Santa Cruz	0	1	0	1	0	1
TOTAL	6	5	12	5	12	5



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LICENSED LANDSCAPE ARCHITECT — Gary D. Lepmon No. 2519 — Renewal 08-31-19 — STATE OF CALIFORNIA

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Scale	1/8"=1'-0"

TREE DISPOSITION PLAN

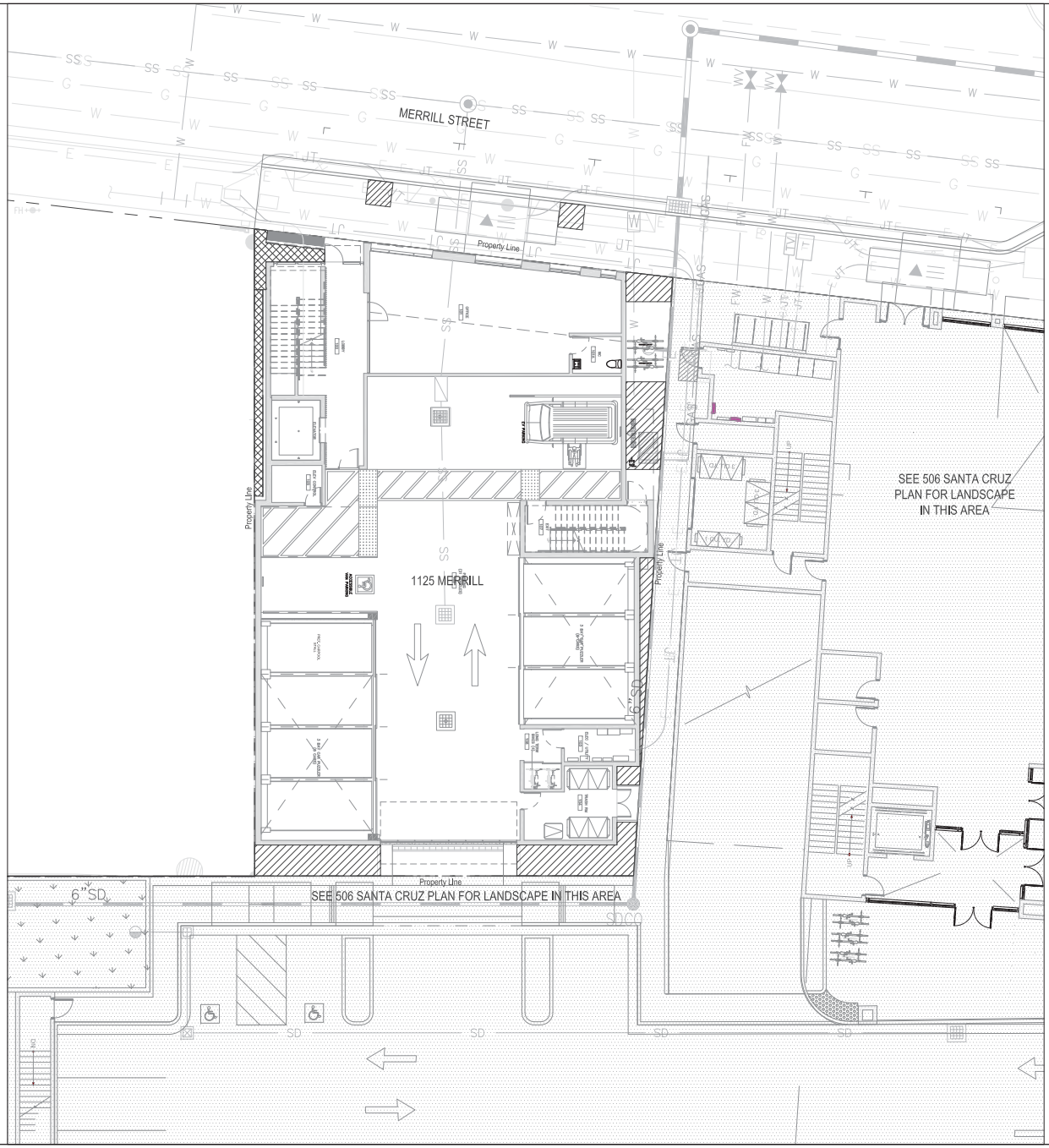
Sheet number

L3.1

D47

WATER USE LEGEND

Key	WUCOLS Category
▨	LOW WATER USE Ground Level: 408 SF Level 2: 86 SF Level 3: 157 SF Level 4: 69 SF TOTAL: 720 SF
▨	MEDIUM WATER USE Ground Level: 88 SF Level 2: 0 SF Level 3: 14 SF Level 4: 0 SF TOTAL: 102 SF



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North

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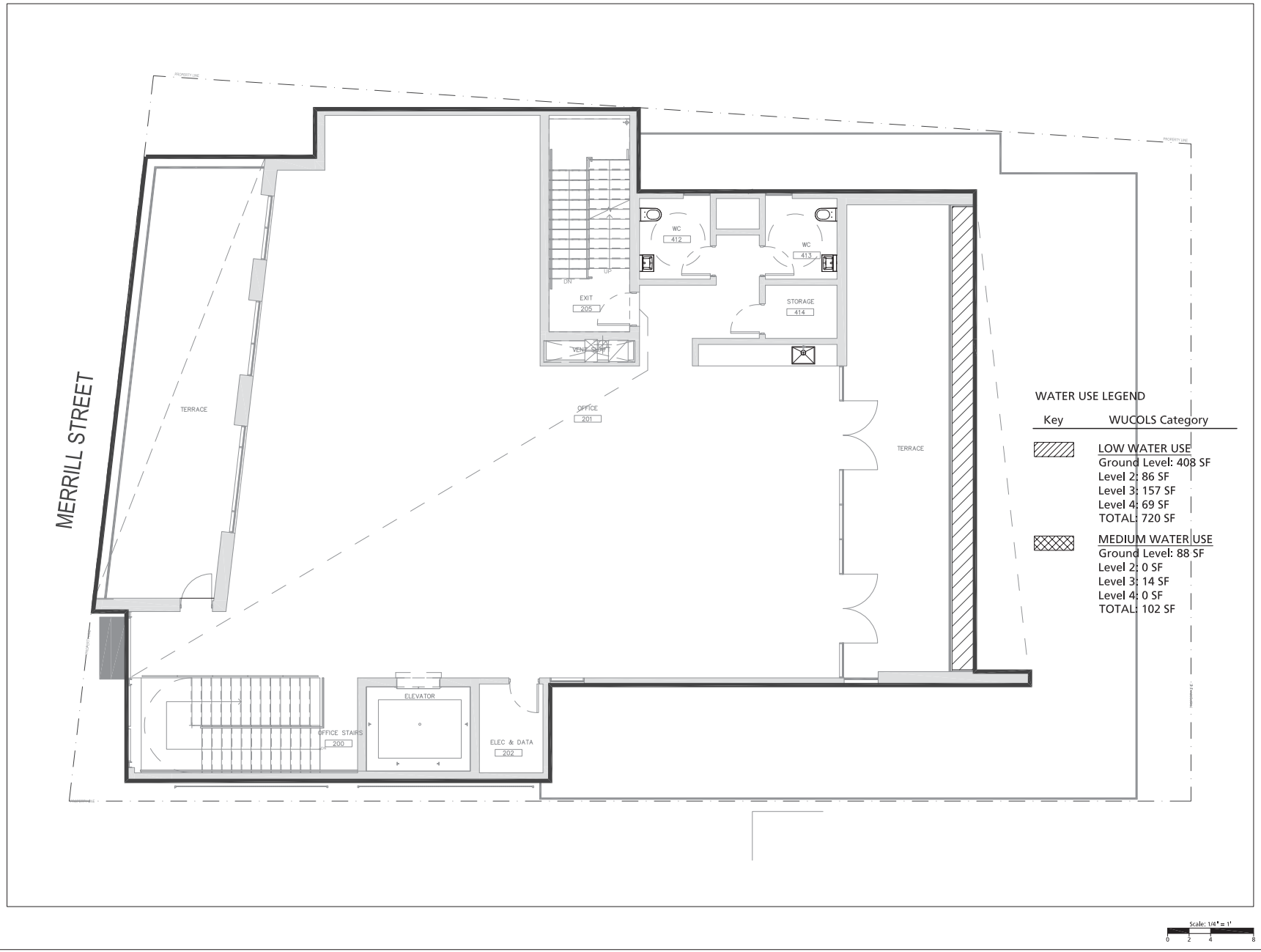
GROUND LEVEL IRRIGATION ZONE DIAGRAM

Sheet number

L5.1



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North

1125 MERRILL ST.

MENLO PARK, CA 94025

Date	04.19.18
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Scale	1/4"=1'-0"

LEVEL 2
IRRIGATION ZONE
DIAGRAM

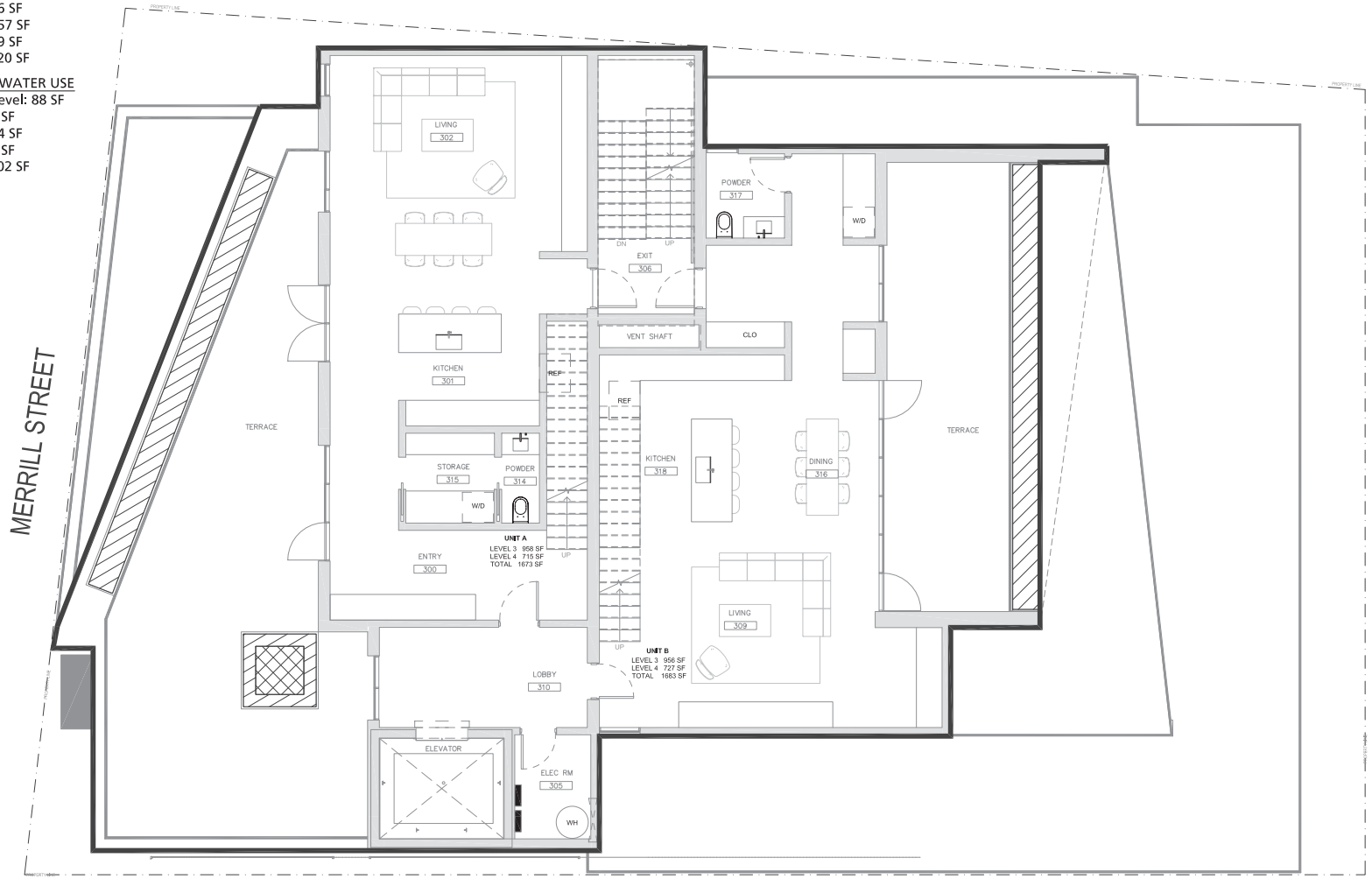
Sheet number

L5.2

D49

WATER USE LEGEND

Key	WUCOLS Category
	LOW WATER USE Ground Level: 408 SF Level 2: 86 SF Level 3: 157 SF Level 4: 69 SF TOTAL: 720 SF
	MEDIUM WATER USE Ground Level: 88 SF Level 2: 0 SF Level 3: 14 SF Level 4: 0 SF TOTAL: 102 SF



Scale: 1/4" = 1'
0 2 4 8

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LICENSED LANDSCAPE ARCHITECT
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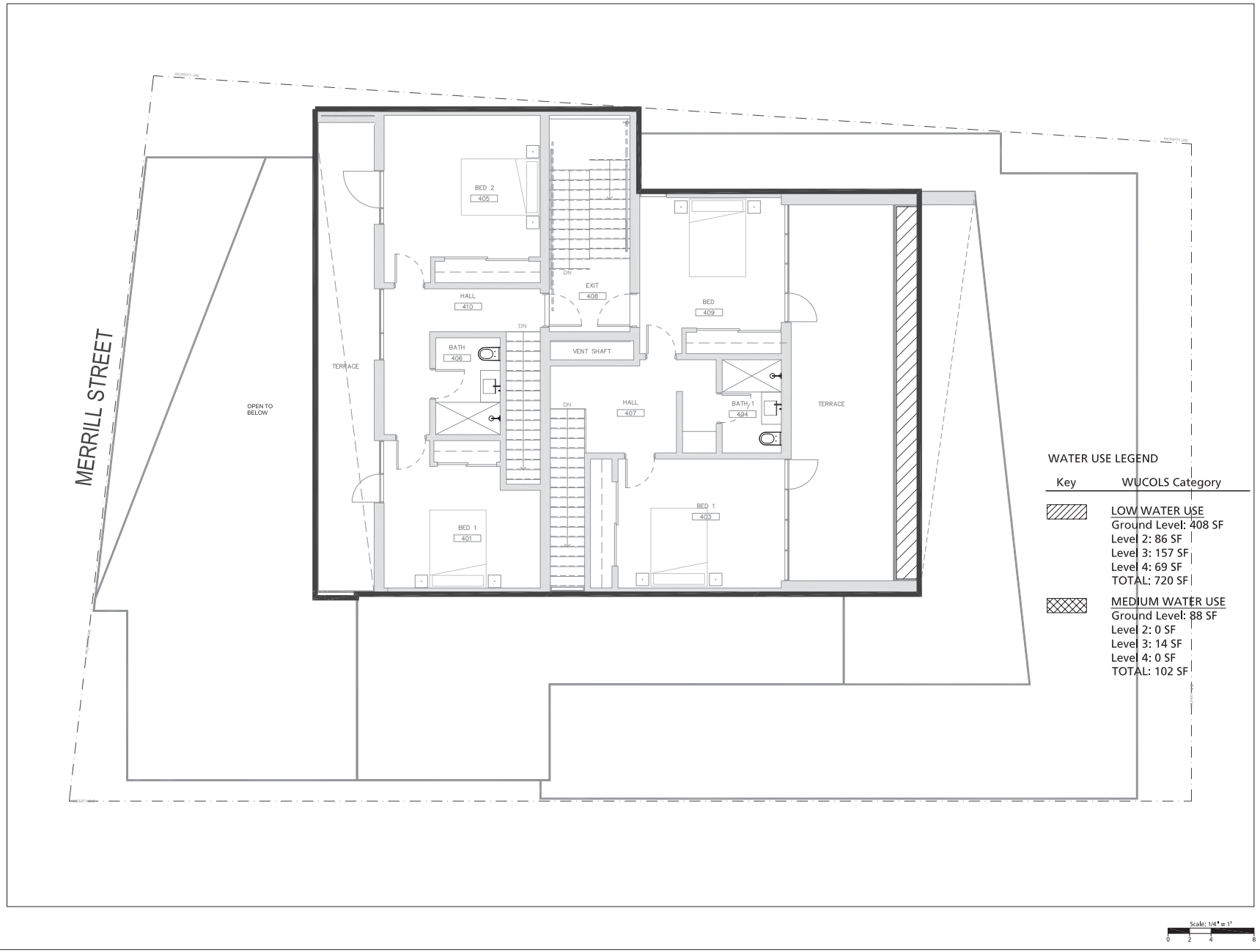
LEVEL 3
IRRIGATION ZONE
DIAGRAM

Sheet number

L5.3

D50



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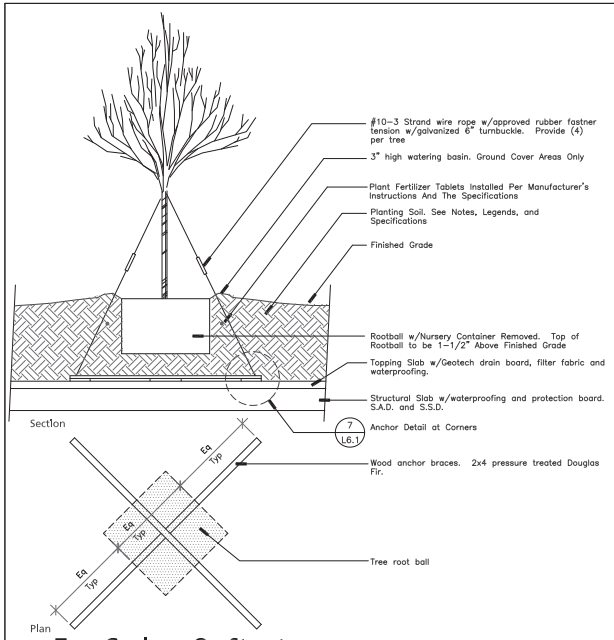
LEVEL 4
IRRIGATION ZONE
DIAGRAM

Sheet number

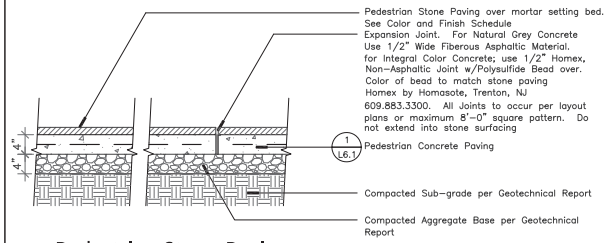
L5.4

D51



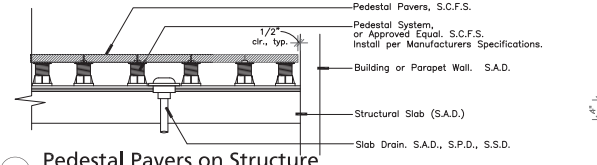
8 Tree Guying - On-Structure

Scale: 3/8" = 1'-0"



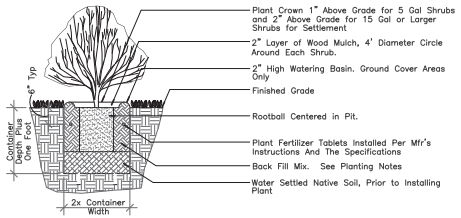
9 Pedestrian Stone Paving

Scale: 1" = 1'-0"



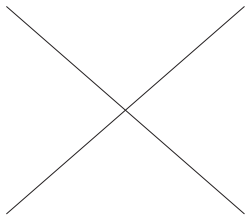
4 Pedestal Pavers on Structure

Scale: 1/2" = 1'-0"



5 Shrub Planting Detail

Not to Scale



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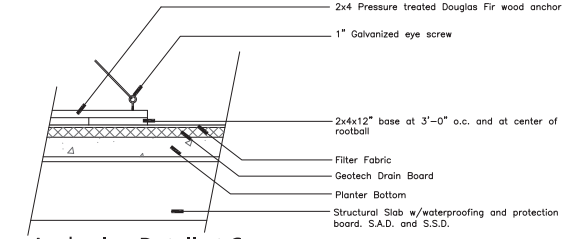
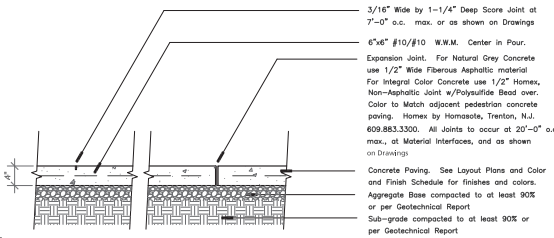


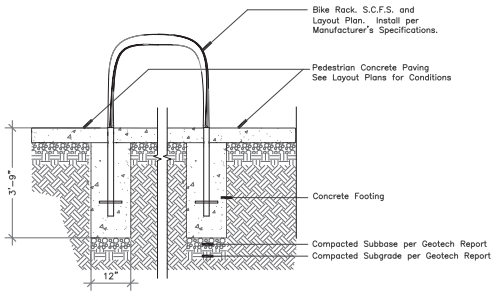
7 Anchoring Detail at Corners

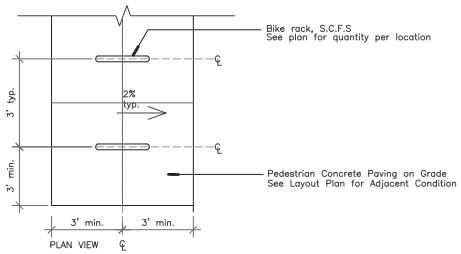
Scale: 1" = 1'-0"



1 Pedestrian Concrete Paving

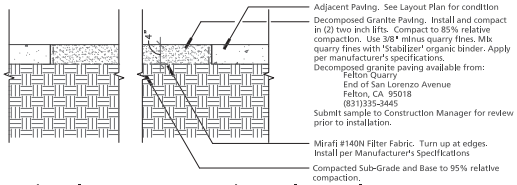
Scale: 1" = 1'-0"





2 Bike Rack

Scale: 1/2"=1'-0"



3 Pedestrian Decomposed Granite Paving

Scale: 1" = 1'-0"

FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

THE GUZZARDO PARTNERSHIP INC.
Landscape Architects • Land Planners
181 Greenwich Street
San Francisco, CA 94111
T 415 433 4672
F 415 433 5003

LICENSED LANDSCAPE ARCHITECT Chris D. Layman No. 2617 Expiration Date 08-31-18 STATE OF CALIFORNIA

Issue Set / Revisions

No.	Description	Date
1	Planning Submittal	09/18/2017
2	Planning Resubmittal	12/01/2017
3	Planning Resubmittal	03/19/2018
4	Planning Resubmittal	04/19/2018

North

1125 MERRILL ST.

MENLO PARK, CA 94025

Date	09/18/17
Drawn by	
Scale	1/8"=1'-0"

DETAILS

Sheet number

L6.1

D52

(1125 MERRIL) PARKING STALL SUMMATION AT GRADE

	PARKING STALL TYPE								
ON GRADE	VAN ACCESSIBLE (9'-0" x 18'-0")	ACCESSIBLE (9'-0" x 18'-0")	EV VAN (12'-0" x 18'-0")	PARKING REQ. USED = (8'-6" x 17'-0") CODE = (8'-6" x 18'-6")	EV ADA (9'-0" x 18'-0")	EV (9'-0" x 18'-0")	CAR PUZZLER	CLEAN AIR/ CAR POOL (8'-6" x 17'-0")	TOTAL
TOTAL	1		1				16	1	19

(INDIVIDUAL PARKING COUNTS)

(506 SANTA CRUZ) PARKING STALL SUMMATION AT GRADE

	PARKING STALL TYPE								
ON GRADE	VAN ACCESSIBLE (9'-0" x 18'-0")	ACCESSIBLE (9'-0" x 18'-0")	EV VAN (12'-0" x 18'-0")	PARKING REQ. USED = (8'-6" x 17'-0") CODE = (8'-6" x 18'-6")	EV ADA (9'-0" x 18'-0")	EV (9'-0" x 18'-0")	CAR PUZZLER	CLEAN AIR/ CAR POOL (8'-6" x 17'-0")	TOTAL
TOTAL		1	1	4					6

(556-558 SANTA CRUZ) PARKING STALL SUMMATION AT GRADE

	PARKING STALL TYPE								
ON GRADE	VAN ACCESSIBLE (9'-0" x 18'-0")	ACCESSIBLE (9'-0" x 18'-0")	EV VAN (12'-0" x 18'-0")	PARKING REQ. USED = (8'-6" x 17'-0") CODE = (8'-6" x 18'-6")	EV ADA (9'-0" x 18'-0")	EV (9'-0" x 18'-0")	CAR PUZZLER WITH PIT	CLEAN AIR/ CAR POOL (8'-6" x 17'-0")	TOTAL
TOTAL		1		1	1	2	26		31

(506 SANTA CRUZ) PARKING STALL SUMMATION BELOW GRADE

	PARKING STALL TYPE								
LEVEL	VAN ACCESSIBLE (9'-0" x 18'-0")	ACCESSIBLE (9'-0" x 18'-0")	EV VAN (12'-0" x 18'-0")	PARKING REQ. USED = (8'-6" x 17'-0") CODE = (8'-6" x 18'-6")	EV ADA (9'-0" x 18'-0")	EV (9'-0" x 18'-0")	CAR PUZZLER	CLEAN AIR/ CAR POOL (8'-6" x 17'-0")	TOTAL
B1	1			18		1		3	23
B2		1		19			9		29
TOTAL	1	1		37		1	9	3	52

89 TOTAL STALLS REQUIRED

(HEXAGON TRANSPORTATION REPORT FROM 3-13-2018 DOCUMENT)

1. 506 SITE NEEDS 57 STALLS
2. 556 SITE NEEDS 37 STALLS
3. WITH SHARED APPROACH 94 TOTAL FOR BOTH SITES

(SHARED PARKING COUNTS)

(506 & 556-558 SANTA CRUZ) PARKING STALL SUMMATION

	PARKING STALL TYPE								
LEVEL	VAN ACCESSIBLE (9'-0" x 18'-0")	ACCESSIBLE (9'-0" x 18'-0")	EV VAN (12'-0" x 18'-0")	PARKING REQ. USED = (8'-6" x 17'-0") CODE = (8'-6" x 18'-6")	EV ADA (9'-0" x 18'-0")	EV (9'-0" x 18'-0")	CAR PUZZLER	CLEAN AIR/ CAR POOL (8'-6" x 17'-0")	TOTAL
ON GRADE		2	1	5	1	2	26		37
B1	1			18		1		3	23
B2		1		19			9		29
TOTAL	1	3	1	42	1	3	35	3	89

1. PER CBC TABLE NO. A-31-A NUMBER OF ADA PARKING STALLS
2. (4) ADA REQUIRED = (1) VAN ADA AND (3) REGULAR ADA
3. (5) EV REQUIRED = (1) EV VAN, (1) EV STANDARD WITH SIDE ACCESS, AND (3) EV REGULAR
4. CALGREEN DESIGNATED (8%) INCLUDES EV, CLEAN AIR AND CAR POOL = (8) TOTAL REQUIRED
   (5) STRIPED EV, = (3) EV, (1) EV ADA, (1) EV VAN
   (3) STRIPED CLEAN AIR/CAR POOL

COMPREHENSIVE CHART

USE	1125 MERRILL ST.			
	AREA (SF)	REQUIRED PARKING	SHARED PARKING REDUCTION	PROVIDED
OFFICE @3.8/1000	4,366	17	17	18
RESIDENTIAL @1.0/UNIT	4,366	2	1	1
TOTAL		19	18	19

COMPREHENSIVE CHART

USE	506 SANTA CRUZ AVE.				USE	556 SANTA CRUZ AVE.			
	AREA (SF) # OF UNITS	REQUIRED PARKING	SHARED PARKING REDUCTION	PROVIDED PARKING		AREA (SF)	REQUIRED PARKING	SHARED PARKING REDUCTION	PROVIDED
CAFE @6/1000	3,567	22	10	15	RETAIL @4/1000	1,050	5	5	2
OFFICE @3.8/1000	10,422	40	40	41	OFFICE @3.8/1000	7,452	29	29	26
RESIDENTIAL @1.0/UNIT	5,458 (SF) # OF UNITS=3	3	2	2	RESIDENTIAL @1.0/UNIT	5,489 4 UNITS	4	3	3
TOTAL		65	52	58	TOTAL		38	37	31

SELF PARK

ON GRADE PARKING PLAN

1/16" = 1'-0"

0 8 16 24 FT

ISSUANCE:

DRT SUBMITTAL 17.02.02

PROGRESS SET 17.03.15

PLANNING SUBMITTAL 17.09.18

△ 2 03-19-2018 △ △ 4 05-07-2018 △ △

DRAWING CONTENT

Architects - Engineers - Planning Planners

WATRY DESIGN, INC.

JOB NUMBER: 1539.00

SCALE: As Noted

DRAWN BY: JO

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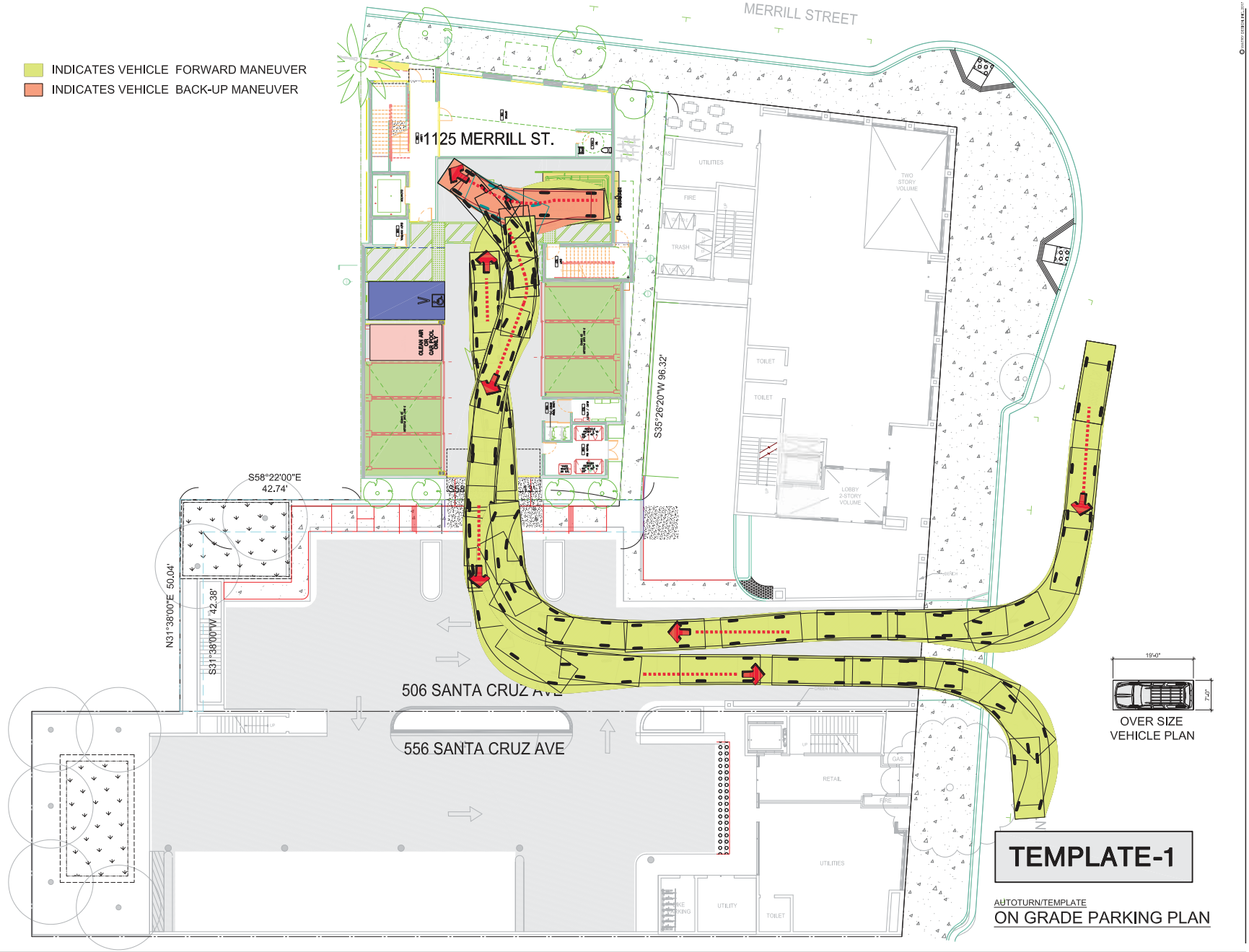
DRAWING NUMBER

AP2.1



WATRY DESIGN, INC.
San Jose, California
Irvine, California
Dallas, Texas
watrydesign.com

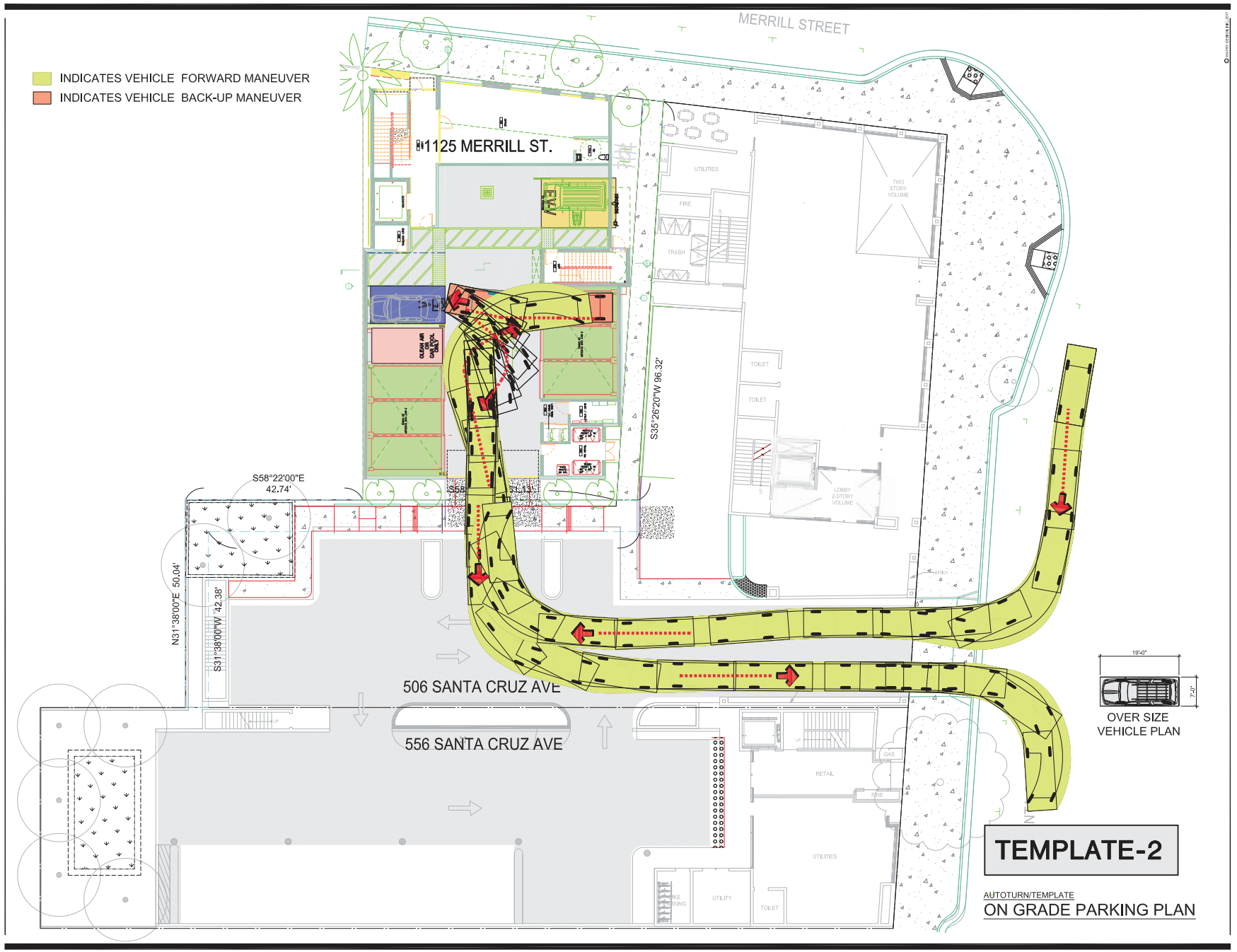
ON GRADE PARKING PLAN (TEMPLATE-1)
1125 MERRILL
MENLO PARK, CALIFORNIA

REVISIONS		
NO.	DATE	BY

JOB NO :	16149
DATE :	09-15-17
DESIGN :	OSEGUERA
DRAWN :	OSEGUERA
CHK. BY :	LoCoco
FILE	16149A21-1AUTOTURN

SHEET
A2.1-1T

D54



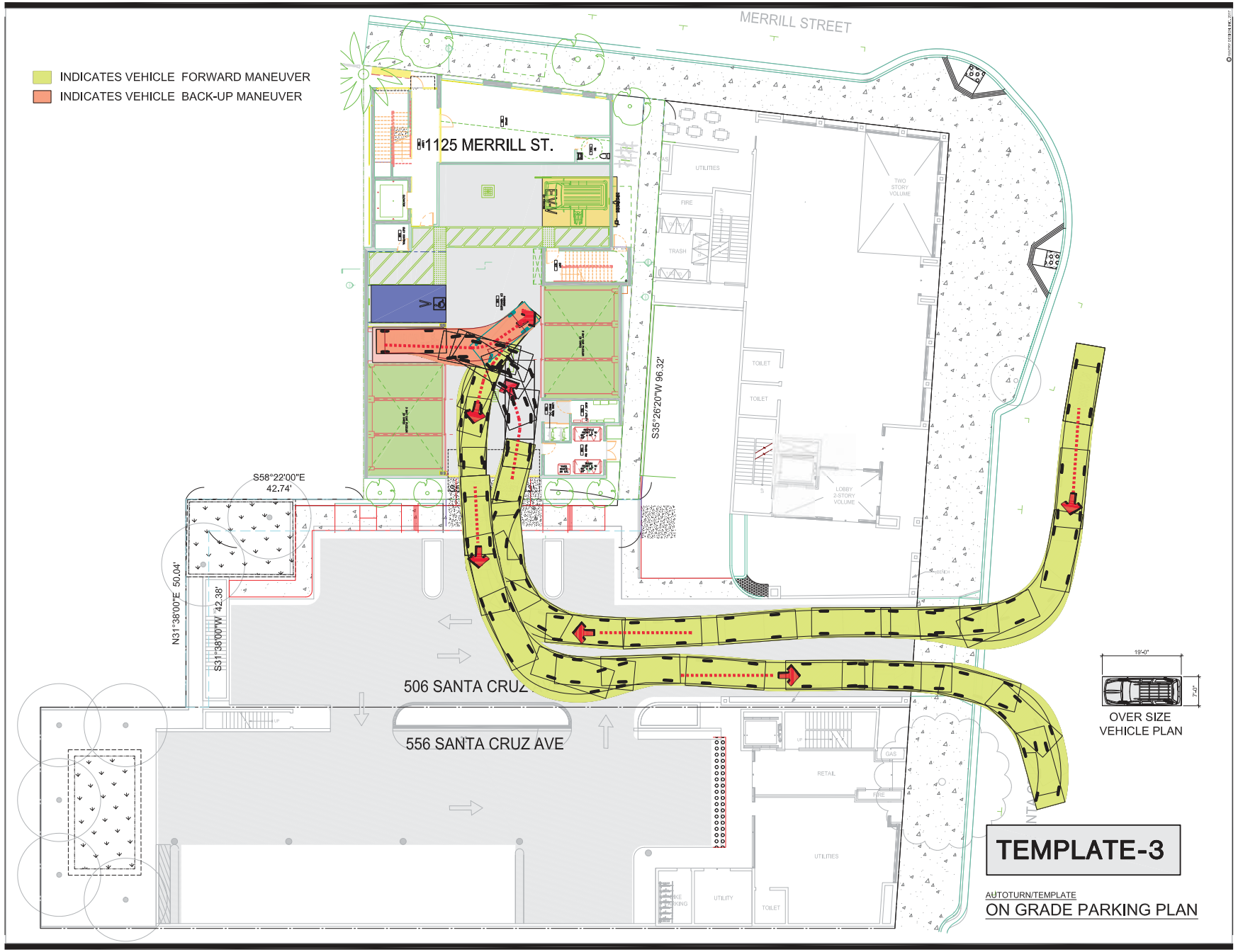
WATRY DESIGN, INC.
San Jose, California
Irvine, California
Dallas, Texas
watrydesign.com

ON GRADE PARKING PLAN (TEMPLATE-2)
1125 MERRILL
MENLO PARK, CALIFORNIA

REVISIONS		
NO.	DATE	BY

JOB NO :	16149
DATE :	09-15-17
DESIGN :	OSEGUERA
DRAWN :	OSEGUERA
CHK. BY :	LoCoco
FILE	16149A21-2AUTOTURN

SHEET
A2.1-2T



WATRY DESIGN, INC.
San Jose, California
Irvine, California
Dallas, Texas
watrydesign.com

ON GRADE PARKING PLAN (TEMPLATE-3)
1125 MERRILL
MENLO PARK, CALIFORNIA

REVISIONS		
NO.	DATE	BY

JOB NO :	16149
DATE :	09-15-17
DESIGN :	OSEGUERA
DRAWN :	OSEGUERA
CHK. BY :	LoCoco
FILE	16149A21-3AUTOTURN

SHEET
A2.1-3T

D56

ATTACHMENT E

506 & 556 SANTA CRUZ

MENLO PARK, CA 94025

PLANNING COMMISSION SET 05.07.18

PROJECT CONSULTANTS

CLIENT	500 SC PARTNERS 265 LYTTON AVE, SUITE 303 PALO ALTO, CA 94301 650.815.6969PH CONTACT: CHASE RAPP chase@princestreetpartners .com
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ARBORIST	ARBOR RESOURCES P.O. BOX 25295 SAN MATEO, CA, 94402 650.654.3351 PH CONTACT: DAVID BABBY DBABBY@COMCAST.NET
MEP	ALFATECH 1 POST STREET, SUITE 2200 SAN FRANCISCO, CA 94104 415.403.3040 PH CONTACT: TG DAVALLOU tg.davallou@atce.com
UTILITIES	URBAN DESIGN CONSULTING ENGINEERS 350 TOWNSEND STREET, SUITE 409 SAN FRANCISCO, CA 94107 415.658.5850 PH CONTACT: JASON LING jasonling@urbandesignce.com
STRUCTURAL	NISHKIAN MENNINGER 600 HARRISON ST, SUITE 110 SAN FRANCISCO, CA 94107 415.541.9477 PH CONTACT: TREVOR WONG, PE twong@nishkian.com
CIVIL/ SURVEYOR	BKF 1650 TECHNOLOGY DRIVE, SUITE 650 SAN JOSE, CA 95110 408.467.9187 PH CONTACT: ISAAC KONTOROVSKY ikontorovsky@bkf.com
LANDSCAPE	THE GUZZARDO PARTNERSHIP INC. 181 GREENWICH STREET SAN FRANCISCO, CA 94111 415.433.4672 x 16 PH CONTACT: GARY LAYMON glaymon@tgp-inc.com
PARKING CONSULTANT	WATRY DESIGN, INC. 2099 GATEWAY PLACE, SUITE 550 SAN JOSE, CA 95110 415.433.4672 PH CONTACT: DAVID LOCOCO dlococo@watrydesign.com

PROJECT INFORMATION

PROJECT DESCRIPTION:	SEE A101 AND A201 FOR PROJECT DESCRIPTIONS
ZONING:	SP/ECR-SA E
OCCUPANCY:	S2/M/B/R2
BUILDING CODES:	2016 CALIFORNIA BUILDING CODE 2016 CALIFORNIA MECHANICAL CODE 2016 CALIFORNIA PLUMBING CODE 2016 CALIFORNIA ELECTRICAL CODE 2016 CALIFORNIA GREEN BUILDING CODE (CAL GREEN) 2016 CALIFORNIA FIRE CODE (WITH LOCAL AMENDMENTS) 2008 STATE OF CALIFORNIA TITLE 24 ENERGY REGULATIONS 2013 NFPA 13 ALL APPLICABLE LOCAL, COUNTY, STATE AND FEDERAL CODES, LAWS & REGULATIONS
TRASH/RECYCLE:	LOCATED ON-SITE AT 506 SANTA CRUZ
GREEN BUILDING:	PROJECTS TO COMPLY WITH CITY OF MENLO PARK, LEED SILVER EQUIVALENT STANDARD

VICINITY MAP

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L1.0 COMPREHENSIVE PLAN

506 SANTA CRUZ

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A103 SITELINE SECTION
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A112 PROPOSED SITE PLAN
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A152 COMPLIANCE DIAGRAMS
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A170a B2 LIGHTING STRATEGY
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L-1.3 LANDSCAPE IMAGERY
L-2.1 CONCEPTUAL LANDSCAPE PLAN - GROUND LEVEL
L-2.2 CONCEPTUAL LANDSCAPE PLAN - LEVEL 2
L-2.4 CONCEPTUAL LANDSCAPE PLAN - LEVEL 4

LANDSCAPE (CONT).

L-3.1 TREE DISPOSITION PLAN
L-5.1 IRRIGATION ZONE DIAGRAM - GROUND LEVEL
L-5.2 IRRIGATION ZONE DIAGRAM - LEVEL 2
L-5.4 IRRIGATION ZONE DIAGRAM - LEVEL 4
L-6.1 CONCEPTUAL DETAILS
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556 SANTA CRUZ

ARCHITECTURAL

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A202 CONTEXTUAL STREETSCAPES, SITE PHOTOS
A203 SITELINE SECTION
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LANDSCAPE

L-1.1 GENERAL NOTES AND LEGEND
L-1.2 PLANTING NOTES AND LEGEND

LANDSCAPE (CONT).

L-1.3 LANDSCAPE IMAGERY
L-2.1 CONCEPTUAL LANDSCAPE PLAN - GROUND LEVEL
L-2.2 CONCEPTUAL LANDSCAPE PLAN - LEVEL 2
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L-3.1 TREE DISPOSITION PLAN
L-5.1 IRRIGATION ZONE DIAGRAM - GROUND LEVEL
L-5.2 IRRIGATION ZONE DIAGRAM - LEVEL 2
L-5.3 IRRIGATION ZONE DIAGRAM - LEVEL 3
L-6.1 CONCEPTUAL DETAILS

COMPREHENSIVE SHEETS

CIVIL

C1.0 EXISTING CONDITION PLAN
C2.0 PRELIMINARY GRADING AND DRAINAGE PLAN
C3.0 PRELIMINARY UTILITY PLAN
C4.0 PRELIMINARY STORMWATER CONTROL PLAN
C5.0 FIRE ACCESS PLAN
C6.0 PRELIMINARY EROSION CONTROL PLAN
C6.1 BEST MANAGEMENT PRACTICES

JOINT TRENCH

JT1.1 DRY UTILITY INTENT
JT1.2 DRY UTILITY INTENT

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AP2.2 B1 BASEMENT PARKING PLAN
AP2.3 B2 BASEMENT PARKING PLAN
AP2.4 ON GRADE PARKING PLAN
AP2.5 ON GRADE PARKING PLAN
AP2.6 ON GRADE PARKING PLAN

LOGISTICS PLAN

A050 DRAFT SITE LOGISTICS PLAN

HAYES GROUP ARCHITECTS, INC.
2657 SPRING STREET
REDWOOD CITY, CA 94063
P: 650.365.0600
F: 650.365.0670
www.thehayesgroup.com

PROJECT ADDRESS:

506/556 SANTA CRUZ
MENLO PARK, CA
94025

ISSUANCE:

DRT SUBMITTAL
02.02.17

PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

PLANNING COMMISSION STUDY GROUP
02.05.18

SHEET REVISIONS

1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18
3 PLANNING RESUBMITTAL 04.19.18
4 PLANNING COMMISSION SET 05.07.18

DRAWING CONTENT

DRAWING INDEX, VICINITY MAP, PROJECT INFORMATION, PROJECT CONSULTANS

STAMP

JOB NUMBER:
1539.00

SCALE:
As Noted

DRAWN BY:
Initials

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DRAWING NUMBER

A001

Date: 5/3/18
File name: 1539.00 A001.vwx

HAYES GROUP ARCHITECTS

FIELD ARCHITECTURE

THE GUZZARDO PARTNERSHIP INC.
Landscape Architects - Land Planners

No.	Description	Date
1	Planning Submittal	09/18/2017
2	Planning Resubmittal	12/01/2017
3	Planning Resubmittal	03/15/2018
4	Planning Resubmittal	04/19/2018
5	Planning Resubmittal	05/02/2018

1125 MERRILL ST.
506 SANTA CRUZ
556 SANTA CRUZ
MENLO PARK, CA 94025

Date 05.02.18
Drawn by
Scale

COMPREHENSIVE PLAN

Sheet number
L1.0

E2

506 SANTA CRUZ

MENLO PARK, CA 94025

SEE A200 SERIES FOR 556 SANTA CRUZ DRAWINGS

PROJECT INFORMATION

PROJECT DESCRIPTION:	(N) FOUR STORY, MIXED USE BUILDING, WITH TWO LEVELS OF BELOW GROUND PARKING, GROUND FLOOR PARKING, RETAIL, AND LOBBY, SECOND AND THIRD FLOOR OFFICE, AND FOURTH FLOOR MULTI-FAMILY RESIDENTIAL.
APN:	061-441-040
ZONING:	SP/ECR-SA E
CONSTRUCTION TYPE:	II-B
OCCUPANCY:	S2/M/B/R2
BUILDING CODES:	2016 CALIFORNIA BUILDING CODE 2016 CALIFORNIA MECHANICAL CODE 2016 CALIFORNIA PLUMBING CODE 2016 CALIFORNIA ELECTRICAL CODE 2016 CALIFORNIA GREEN BUILDING CODE (CAL GREEN) 2016 CALIFORNIA FIRE CODE (WITH LOCAL AMENDMENTS) 2008 STATE OF CALIFORNIA TITLE 24 ENERGY REGULATIONS 2013 NFPA 13 ALL APPLICABLE LOCAL, COUNTY, STATE AND FEDERAL CODES, LAWS & REGULATIONS
FIRE SPRINKLERS	(N) SPRINKLERS THROUGHOUT
TRASH/RECYCLE:	ON-SITE
GREEN BUILDING:	PROJECT TO COMPLY WITH CITY OF MENLO PARK, LEED SILVER EQUIVALENT STANDARD

FIRE DEPARTMENT NOTES

2. FIRE ALARM SYSTEM TO COMPLY WITH **CBC'16 907.2.2.**

VICINITY MAP

DRAWING INDEX

ARCHITECTURAL

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A111	AREA PLAN
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A115	AREA CALCS
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A120b	PROPOSED B1 PLAN
A121	PROPOSED FIRST FLOOR PLAN
A122	PROPOSED SECOND FLOOR PLAN
A123	PROPOSED THIRD FLOOR PLAN
A124	PROPOSED FOURTH FLOOR PLAN
A125	PROPOSED ROOF PLAN
A131	PROPOSED ELEVATIONS
A132	PROPOSED ELEVATIONS
A133	SECTIONS
A134	SECTIONS
A141	PERSPECTIVES
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A152	COMPLIANCE DIAGRAMS
A153	FIRE PROTECTION DIAGRAM
A170a	B2 LIGHTING STRATEGY
A170b	B1 LIGHTING STRATEGY
A171	FIRST FLOOR LIGHTING STRATEGY

ARCHITECTURE (CONT).

A173	THIRD FLOOR LIGHTING STRATEGY
A174	FOURTH FLOOR LIGHTING STRATEGY
A180	DETAILS

LANDSCAPE

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L-1.2	PLANTING NOTES AND LEGEND
L-1.3	LANDSCAPE IMAGERY
L-2.1	CONCEPTUAL LANDSCAPE PLAN - GROUND LEVEL
L-2.2	CONCEPTUAL LANDSCAPE PLAN - LEVEL 2
L-2.4	CONCEPTUAL LANDSCAPE PLAN - LEVEL 4
L-3.1	TREE DISPOSITION PLAN
L-5.1	IRRIGATION ZONE DIAGRAM - GROUND LEVEL
L-5.2	IRRIGATION ZONE DIAGRAM - LEVEL 2
L-5.4	IRRIGATION ZONE DIAGRAM - LEVEL 4
L-6.1	CONCEPTUAL DETAILS
L-6.2	CONCEPTUAL DETAILS

SHORING

SH-2.0	SHORING PLAN
SH-3.0	SHORING ELEVATIONS
SH-3.1	SHORING ELEVATIONS
SH-3.2	SHORING ELEVATIONS
SH-4.0	SECTIONS
SH-4.1	SECTIONS
SH-6.0	INTERNAL BRACING DETAILS 1 OF 2
SH-8.0	INTERNAL BRACING DETAILS 2 OF 2

Date: 5/3/18
File name: 1539.00 A101.vwx

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ISSUANCE:

SHEET REVISIONS

1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18
3 PLANNING RESUBMITTAL 04.19.18
4 PLANNING RESUBMITTAL 05.07.18

DRAWING CONTENT

DRAWING INDEX, VICINITY MAP, PROJECT INFORMATION, PROJECT CONSULTANS

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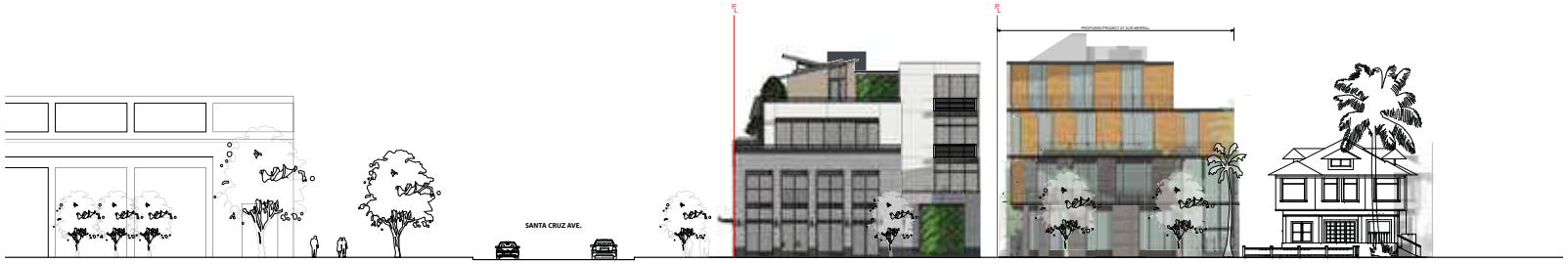
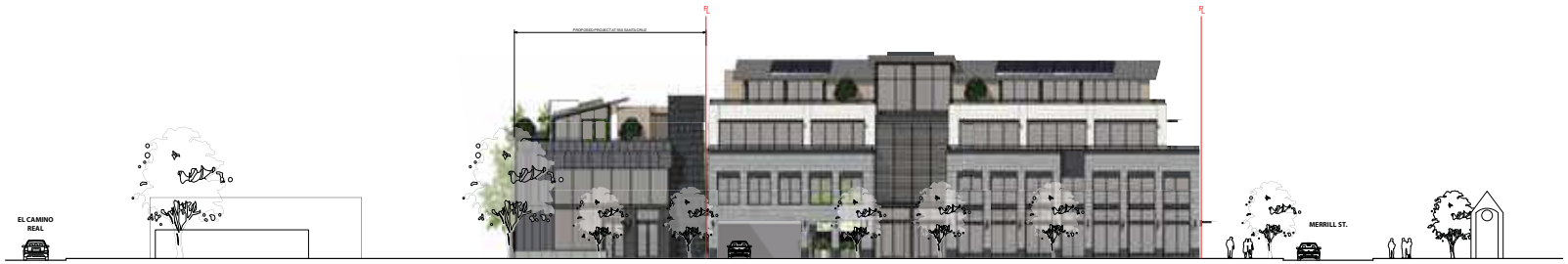
A101



MERRILL ST. STREETSCAPE
SCALE: 1/16" = 1'-0"

2



SANTA CRUZ AVE. STREETSCAPE
SCALE: 1/16" = 1'-0"

1

Date: 5/7/18
File name: 1539.00 A102.vwx

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PROGRESS SET
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PLANNING SUBMITTAL
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1 PLANNING RESUBMITTAL
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03.19.18

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CONTEXTUAL STREETSCAPES, SITE PHOTOS

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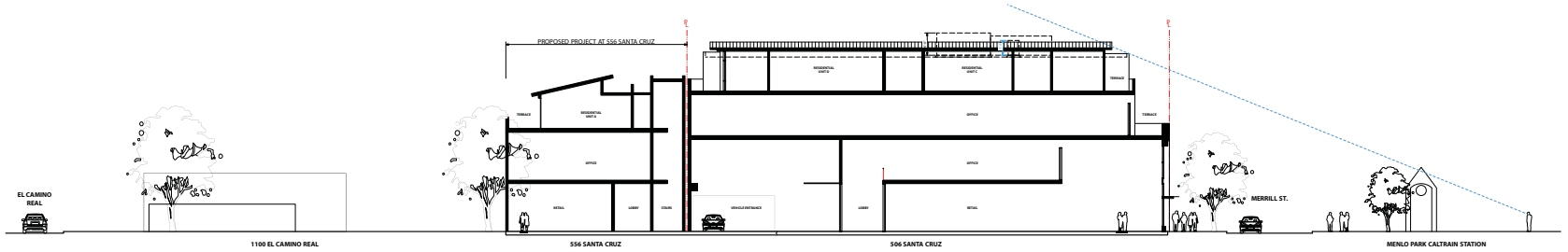

SIGHTLINE SECTION
SCALE: 1/16" = 1'-0"

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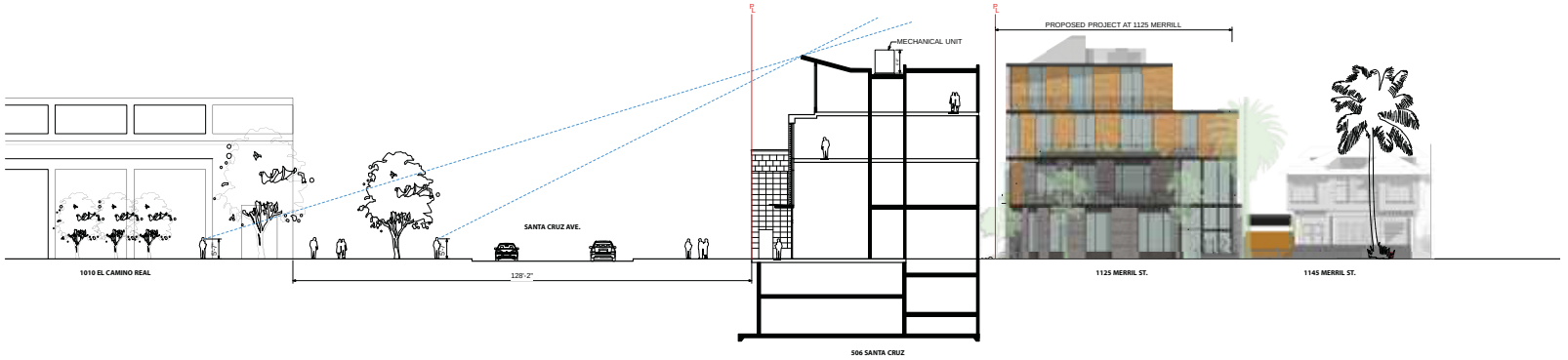

SIGHTLINE SECTION
SCALE: 1/16" = 1'-0"

1

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SIGHTLINE
SECTION

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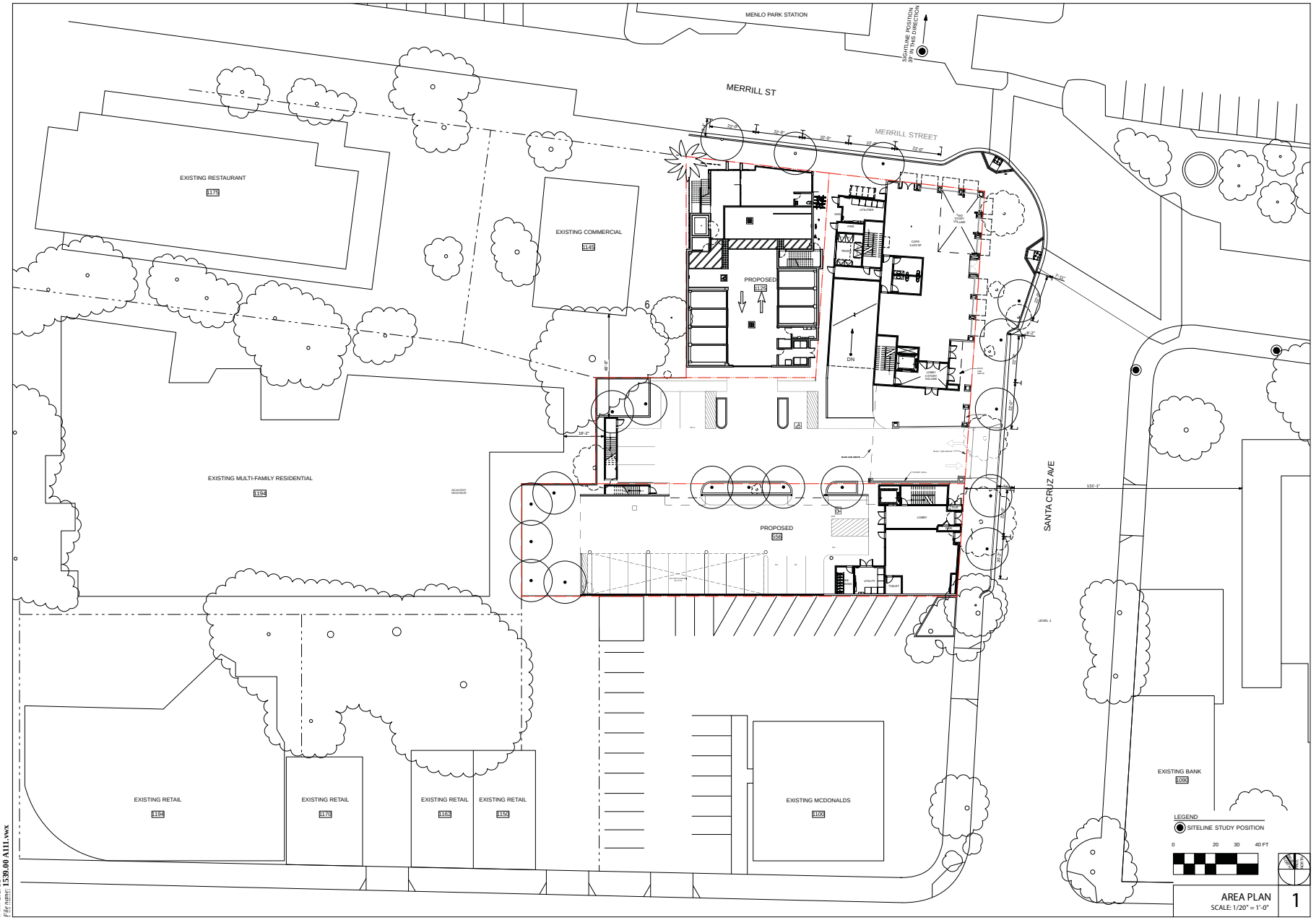

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AREA PLAN

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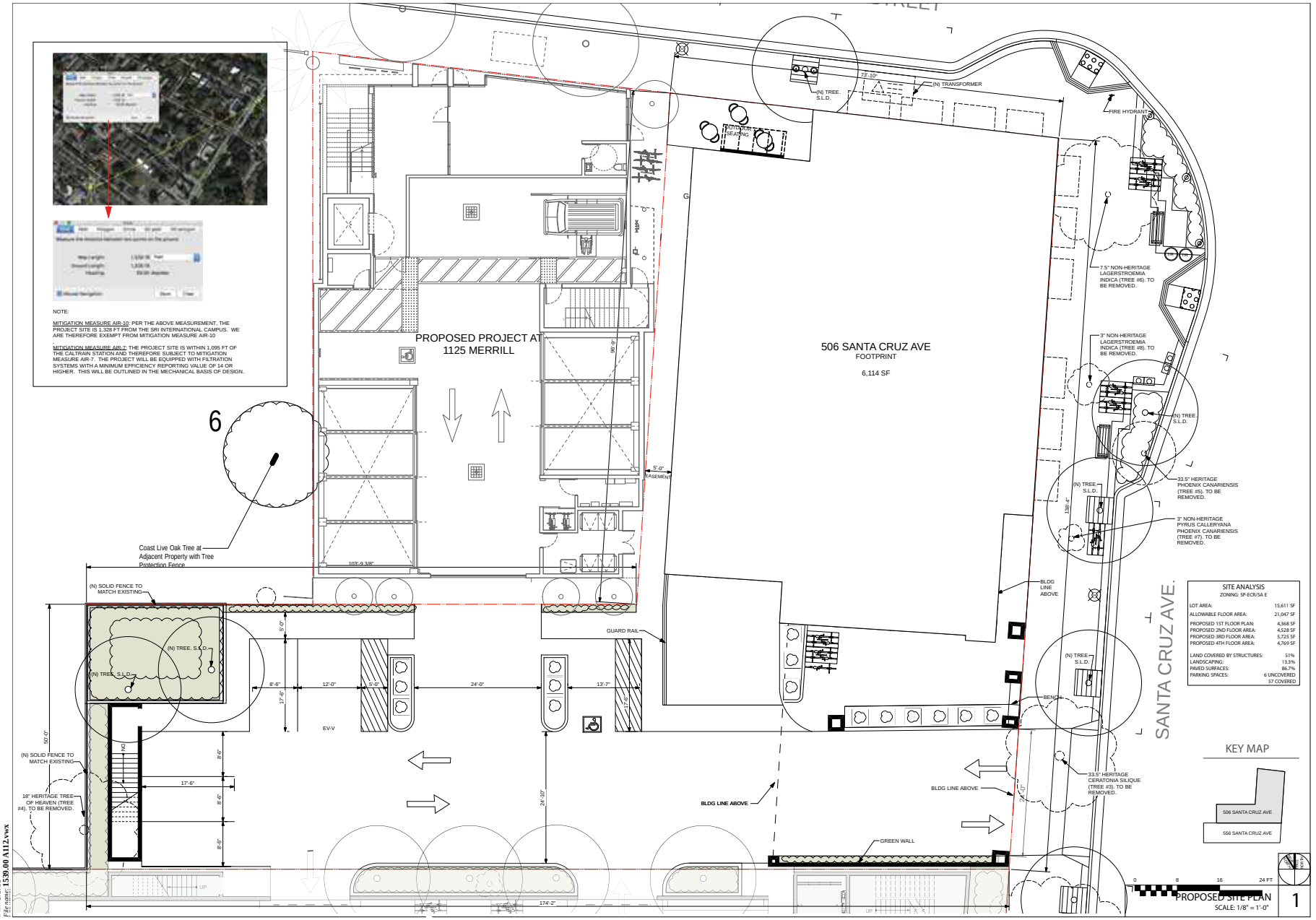
E6



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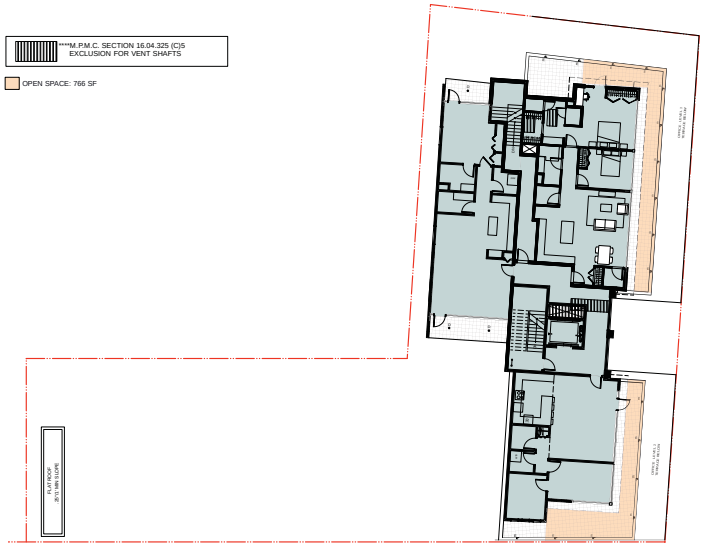
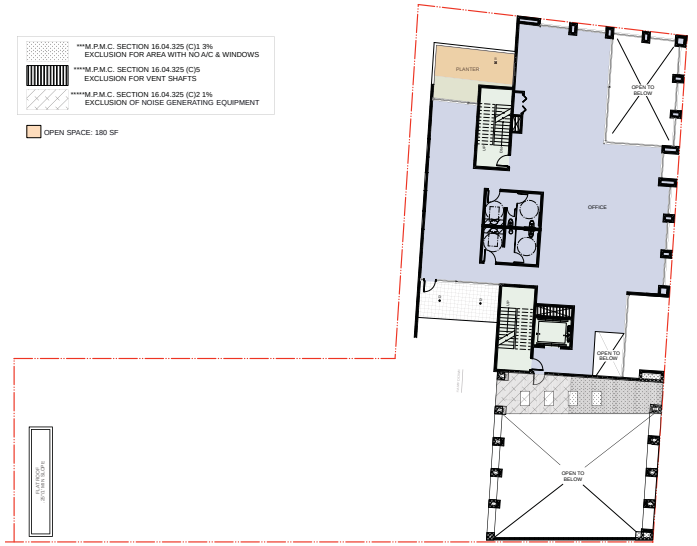
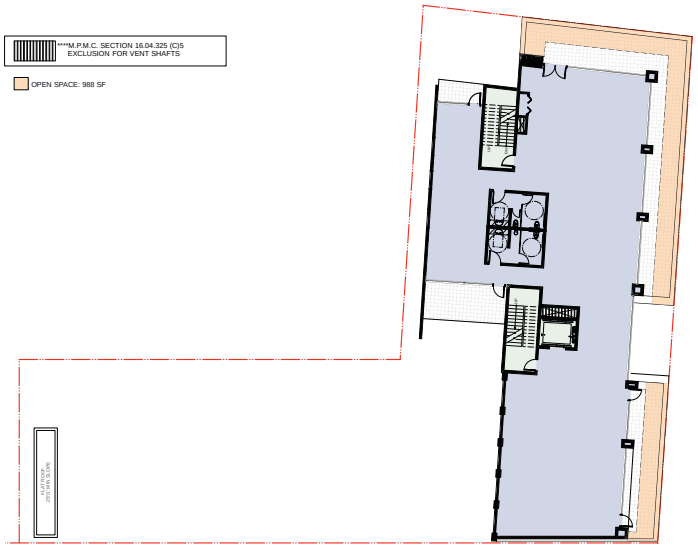


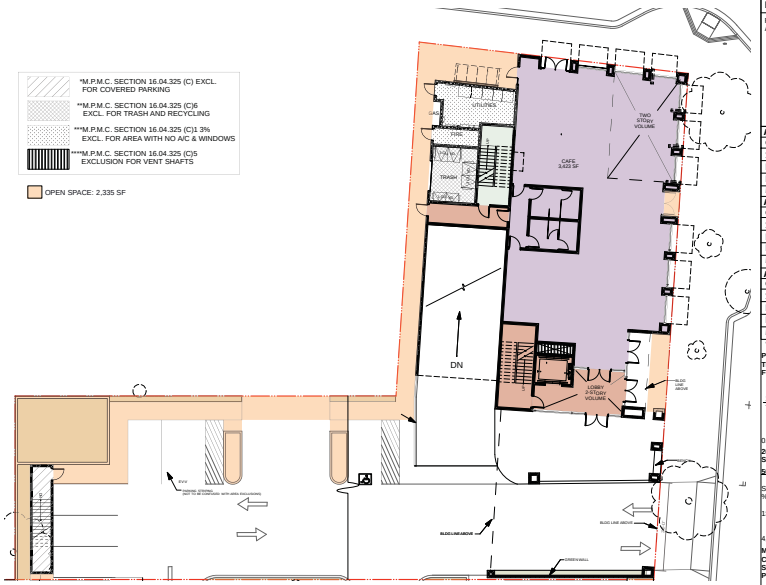
FOURTH FLOOR AREA 4
SCALE: 1/16" = 1'-0"



SECOND FLOOR AREA 2
SCALE: 1/16" = 1'-0"



THIRD FLOOR AREA 3
SCALE: 1/16" = 1'-0"



FIRST FLOOR AREA 1
SCALE: 1/16" = 1'-0"

AREA SUMMARY		OFFICE	CAFE	RESIDENTIAL
B2 *EXCLUDED*	*14,068**			
B1 *EXCLUDED*	*14,068**			
1ST FLOOR	(4,369 SF)			
NET COMM.	*(4,095 SF)*			
CAFE	3,423		3,423	
SHARED 3-WAY	734	388	145	201
SHARED 2-WAY	212	140		72
EXCLUDED	*206** 370*** 33*****			
2ND FLOOR	(4,526 SF)			
NET COMM.	*(4,346 SF)*			
OFFICE	3,998	3,998		
SHARED 2-WAY	528	348		180
EXCLUDED	*23*** 210***** 45*****			
3RD FLOOR	(5,724 SF)			
NET COMM.	*(5,548 SF)*			
OFFICE	5,209	5,209		
SHARED 2-WAY	515	339		176
EXCLUDED	*45*****			
4TH FLOOR	(4,769 SF)			
RES.	4,769			4,769
EXCLUDED	*47*****			
SUBTOTAL		10,422	3,567	5,398

**M.P.M.C. SECTION 16.04.325 (C)3 EXCLUSION FOR COVERED PARKING*
***M.P.M.C. SECTION 16.04.325 (C)6 EXCLUSION FOR TRASH AND RECYCLING*
****M.P.M.C. SECTION 16.04.325 (C)1 3% EXCLUSION FOR AREA WITH NO A/C & WINDOW*
*****M.P.M.C. SECTION 16.04.325 (C)5 EXCLUSION FOR VENT SHAFTS*
******M.P.M.C. SECTION 16.04.325 (C)2 1% EXCLUSION FOR NOISE GENERATING EQUIP*

EXCLUSION * CALCULATION**
TOTAL: 553 SF
MAX. GFA 15,611 X 3% = 631 SF
541 SF PROPOSED < 631 SF **OK**
86% OF ALLOWED EXEMPTION

EXCLUSION *** CALCULATION**
TOTAL: 210 SF
MAX. GFA 15,611 X 1% = 210 SF
210 SF PROPOSED = 210 SF **OK**
100% OF ALLOWED EXEMPTION

F.A.R. SUMMARY (PER M.P. D.T. SPECIFIC PLAN, TABLE E10)

TOTAL **19,388 SF**

SITE AREA: 15,611 SF
MAX F.A.R.: 1.35 (21,047 SF)
PROPOSED AREA: 19,388 SF (<21,047, OK)
MAX OFFICE FAR: 0.675 (10,537 SF)
PROPOSED AREA: 10,422 SF (<10,537, OK)
MAX RESIDENTIAL DENSITY: 50 UNITS/ACRE :
17 UNITS ALLOWED
PROPOSED DENSITY: 3 UNITS < 17 UNITS (OK)
AREA (NOT INCLUDING SHARED) = [OFFICE] + [CAFE] + [RESIDENTIAL]
17,399 = [9,207] + [3,423] + [4,769]
100% = 52.7% 19.7% 27.6%

PARKING SUMMARY (PER M.P. D.T. SPECIFIC PLAN TABLE F2)

PARKING SPACES REQUIRED:	REQUIRED	SHARED REDUCTION	PROVIDED
CAFE @ 6/1000 (GFA):	22	10	16
OFFICE @ 3.8/1000 (GFA):	40	40	42
RESIDENTIAL @ 1.0/UNIT:	3	2	2
TOTAL	**65**	**52**	**58**
GROUND LEVEL PARKING COUNT :		6	
UNDERGROUND LEVEL PARKING COUNT :		52	

BICYCLE PARKING (PER M.P. D.T. SPECIFIC PLAN TABLE F1)

PER CHAPTER F.5.03 IN M.P. SPECIFIC PLAN, FIRST 1.0 FAR CAN BE ACCOMODATED IN PUBLIC FACILITIES

LONG TERM PARKING SPACES	PROPOSED	REQUIRED
RESIDENTIAL	3	3
OFFICE	2	2
RETAIL	2	2
TOTAL PROVIDED	7	7
SHORT TERM PARKING SPACES	PROPOSED	REQUIRED
RESIDENTIAL	2	1
OFFICE	5	2
RETAIL	5	2
TOTAL PROVIDED	12	5

ALLOWABLE NUMBER OF STORIES FOR TYPE IIB, PER TABLE 504.4

OCCUPANCY	ALLOWABLE	PROPOSED	COMPLIES
S2	4	1	OK
B	4	3	OK
R2	5 (W/O AREA INCREASE)	4	OK
M	3	1	OK

ALLOWABLE BUILDING HEIGHT FOR TYPE IIB PER TABLE 504.3

OCCUPANCY	ALLOWABLE	PROPOSED	COMPLIES
S2	75'	0'	OK
B	75'	40'	OK
R2	75'	56'8"	OK
M	75'	15'	OK

ALLOWABLE BUILDING AREA FOR TYPE IIB PERTABLE 506.2

OCCUPANCY	ALLOWABLE	PROPOSED	COMPLIES
S2	78,000	28,136	OK
B	69,000	10,422	OK
R2	48,000	4,769	OK
M	37,500	3,567	OK

**NOTE FOR PLANNER AREA INCREASES WERE NOT UTILIZED*

PER CBC '16 SECTION 506.2.4, TOTAL BUILDING AREA SHALL BE SUCH THAT AGGREGATE SUM OF THE RATIO OF ACTUAL AND ALLOWABLE SQ FT NOT EXCEED THREE.

B2 + B1 + 1ST + 2ND + 3RD + 4TH =

14,068 / 78,000 + 14,068 / 78,000 + 4,369 / 37,500 + 4,526 / 69,000 + 5,724 / 69,000 + 4,769 / 48,000 =

0.18 + 0.18 + 0.12 + 0.07 + 0.08 + 0.10 = 0.73

0.73 < 3 **COMPLIANT**

20% OF TOTAL SITE AREA MUST BE OPEN SPACE PER MENLO PARK SPECIFIC PLAN TABLE E12 - FOR STATION AREA EAST (SA E) DISTRICT

506 SANTA CRUZ AVE

SITE AREA: 15,611 S.F.
%20 OF 15,611 S.F.= 3,122 SF

1ST FLR + 2ND FLR + 3RD FLOOR + 4TH FLR =
2,285 + 180 + 988 + 766 = 4,219 SF

4,219 SF > 3,122 SF **COMPLIANT**

MINIMUM 100 S.F. OF OPEN SPACE PER UNIT SHALL BE CREATED AS COMMON OPEN SPACE OR MINIMUM OF 80 S.F. OF OPEN SPACE PER UNIT SHALL BE CREATED AS PRIVATE OPEN SPACE PER MENLO PARK SPECIFIC PLAN TABLE E12 - FOR STATION AREA EAST (SA E) DISTRICT

506 SANTA CRUZ AVE

UNIT C: 781 S.F. UNIT E: 93 S.F.
781 S.F. > 80 S.F. **COMPLIANT** 93 S.F. > 80 S.F. **COMPLIANT**
UNIT D: 515 S.F.
515 S.F. > 80 S.F. **COMPLIANT**

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AREA SUMMARY

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DRAWING NUMBER

A113

Date: 5/7/18
File name: 1539.00 A113.vwx

LEED v4 for BD+C: Core and Shell
Project Checklist

Project Name: 506 Santa Cruz
Date: 09.15.17

Y	?	N			
1			Credit	Integrative Process	1

12	5	3	**Location and Transportation**		20
			Credit	LEED for Neighborhood Development Location	20
2			Credit	Sensitive Land Protection	2
		3	Credit	High Priority Site	3
3	4		Credit	Surrounding Density and Diverse Uses	6
6			Credit	Access to Quality Transit	6
1			Credit	Bicycle Facilities	1
	1		Credit	Reduced Parking Footprint	1
1			Credit	Green Vehicles	1

6	3	1	**Sustainable Sites**		11
Y			Prereq	Construction Activity Pollution Prevention	Required
1			Credit	Site Assessment	1
1			Credit	Site Development - Protect or Restore Habitat (Pay Fee Option)	2
	1		Credit	Open Space	1
	3		Credit	Rainwater Management	3
2			Credit	Heat Island Reduction	2
1			Credit	Light Pollution Reduction	1
1			Credit	Tenant Design and Construction Guidelines	1

6	0	3	**Water Efficiency**		11
Y			Prereq	Outdoor Water Use Reduction	Required
Y			Prereq	Indoor Water Use Reduction	Required
Y			Prereq	Building-Level Water Metering	Required
2			Credit	Outdoor Water Use Reduction	2
4			Credit	Indoor Water Use Reduction	6
	2		Credit	Cooling Tower Water Use	2
	1		Credit	Water Metering	1

12	10	0	**Energy and Atmosphere**		33
Y			Prereq	Fundamental Commissioning and Verification	Required
Y			Prereq	Minimum Energy Performance	Required
Y			Prereq	Building-Level Energy Metering	Required
Y			Prereq	Fundamental Refrigerant Management	Required
	6		Credit	Enhanced Commissioning	6
7			Credit	Optimize Energy Performance	18
	1		Credit	Advanced Energy Metering	1
2			Credit	Demand Response	2
	3		Credit	Renewable Energy Production	3
1			Credit	Enhanced Refrigerant Management	1
2			Credit	Green Power and Carbon Offsets	2

4	7	3	**Materials and Resources**		14
Y			Prereq	Storage and Collection of Recyclables	Required
Y			Prereq	Construction and Demolition Waste Management Planning	Required
	3	3	Credit	Building Life-Cycle Impact Reduction	6
	2		Credit	Building Product Disclosure and Optimization - Environmental Product Declarations	2
1	1		Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materials	2
1	1		Credit	Building Product Disclosure and Optimization - Material Ingredients	2
2			Credit	Construction and Demolition Waste Management	2

10	0	0	**Indoor Environmental Quality**		10
Y			Prereq	Minimum Indoor Air Quality Performance	Required
Y			Prereq	Environmental Tobacco Smoke Control	Required
2			Credit	Enhanced Indoor Air Quality Strategies	2
3			Credit	Low-Emitting Materials	3
1			Credit	Construction Indoor Air Quality Management Plan	1
2			Credit	Daylight	3
1			Credit	Quality Views	1

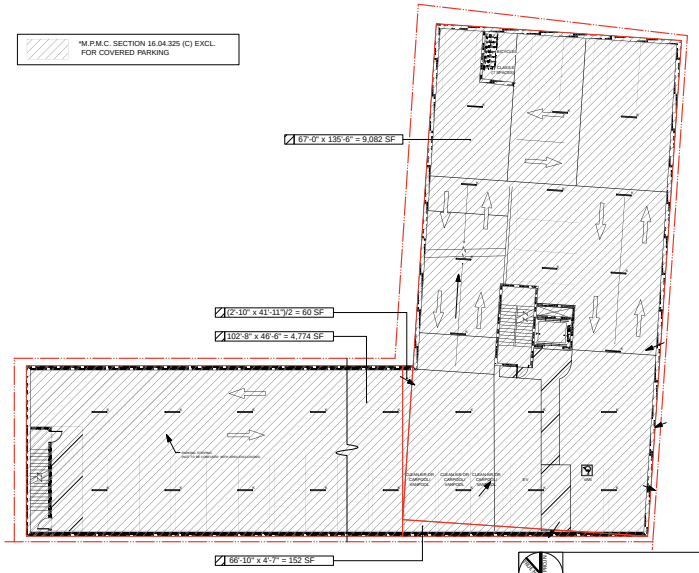
1	0	0	**Innovation**		6
1			Credit	Innovation	5
1			Credit	LEED Accredited Professional	1

1	0	0	**Regional Priority**		4
1			Credit	Regional Priority: Daylight and Views	1
			Credit	Regional Priority: Specific Credit	1
			Credit	Regional Priority: Specific Credit	1
			Credit	Regional Priority: Specific Credit	1

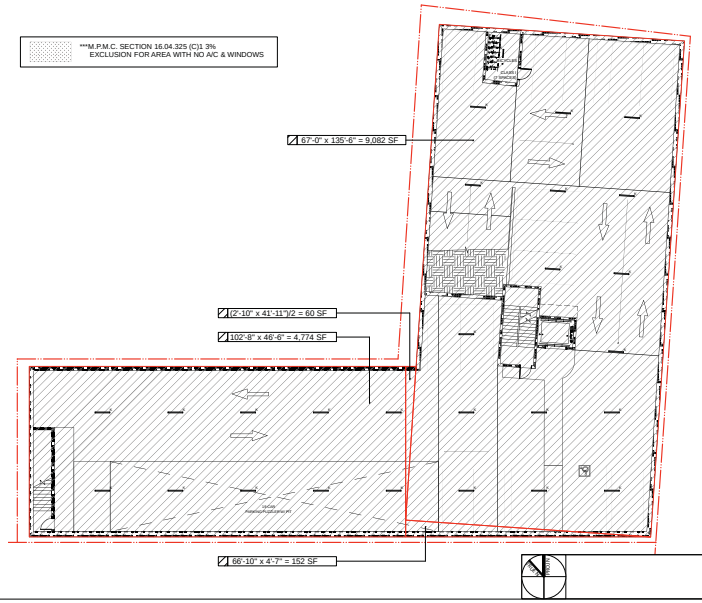
53	25	32	**TOTALS**	Possible Points: 110

Certified: 40 to 49 points, **Silver:** 50 to 59 points, **Gold:** 60 to 79 points, **Platinum:** 80 to 110

LEED CHECKLIST 4



B1 FLOOR AREA 2
SCALE: 1/16" = 1'-0"



B2 FLOOR AREA 1
SCALE: 1/16" = 1'-0"

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SHEET REVISIONS

1 PLANNING RESUBMITTAL 12.01.17

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AREA CALCS AND
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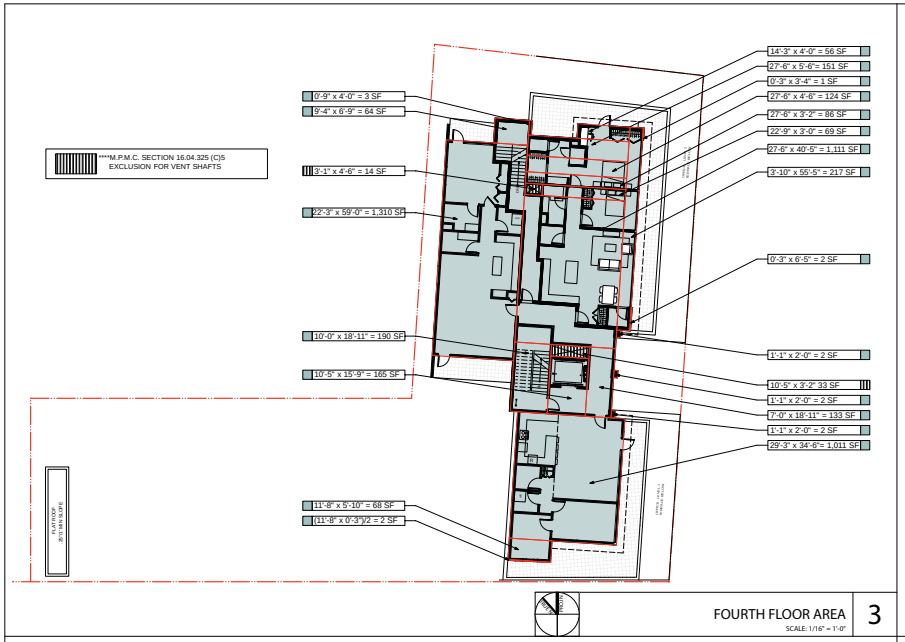
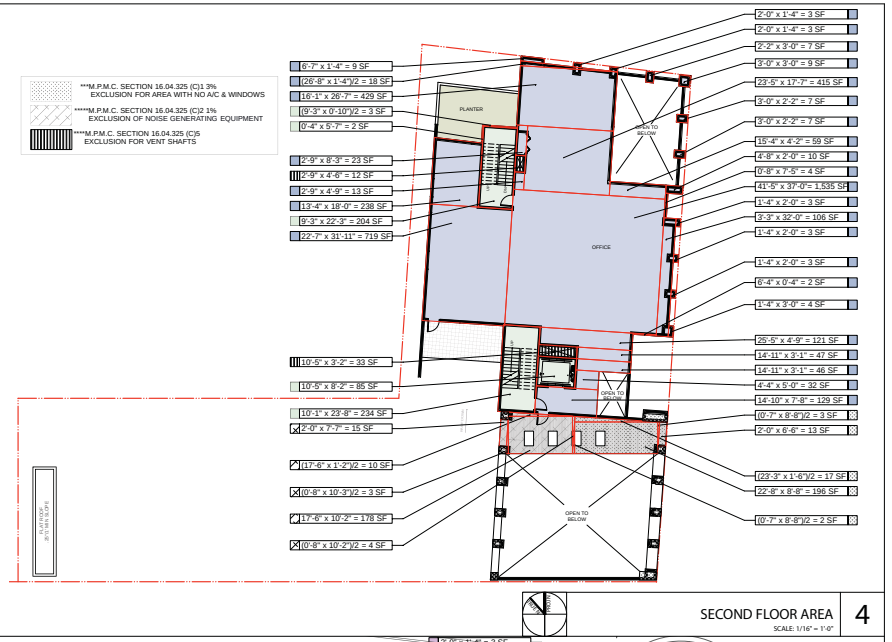
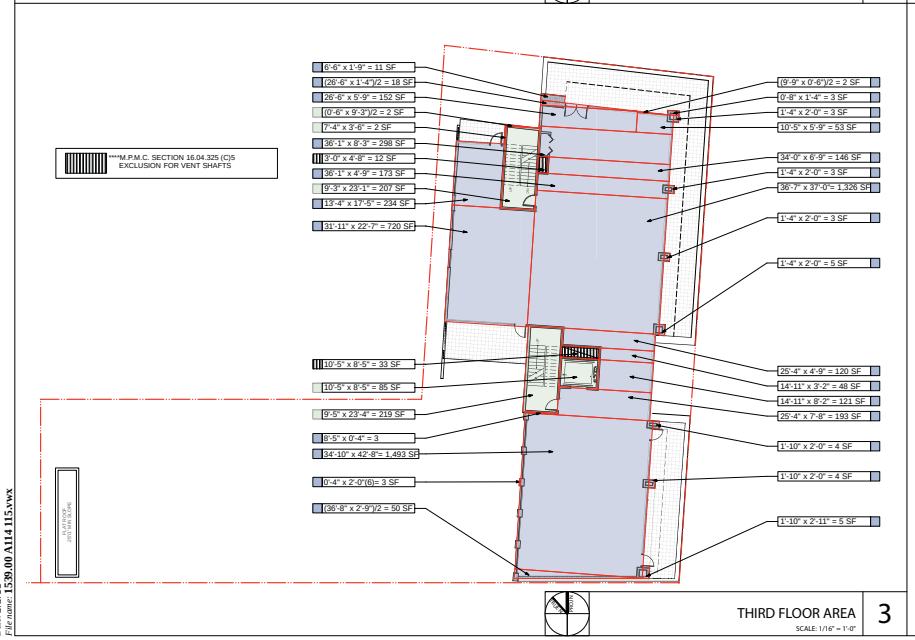
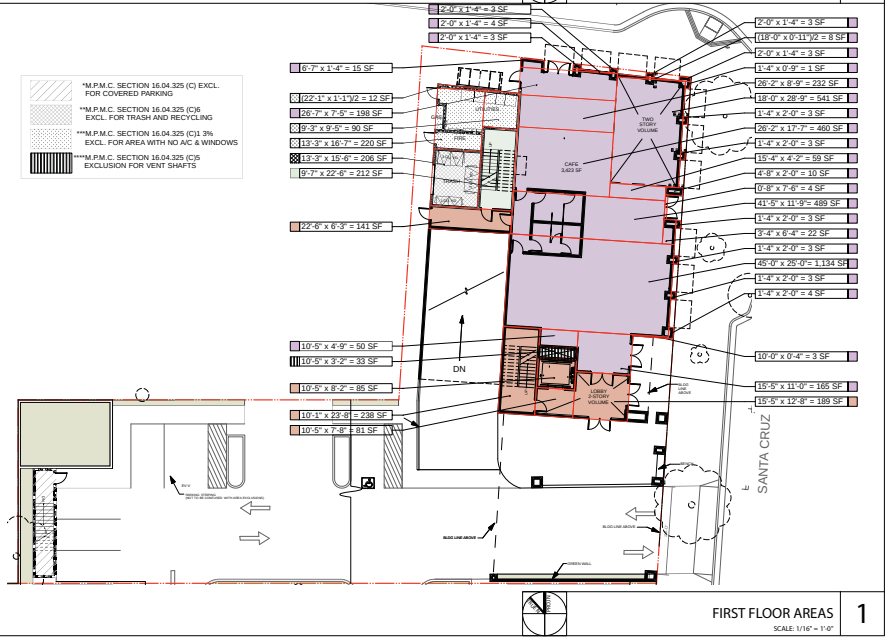
E9









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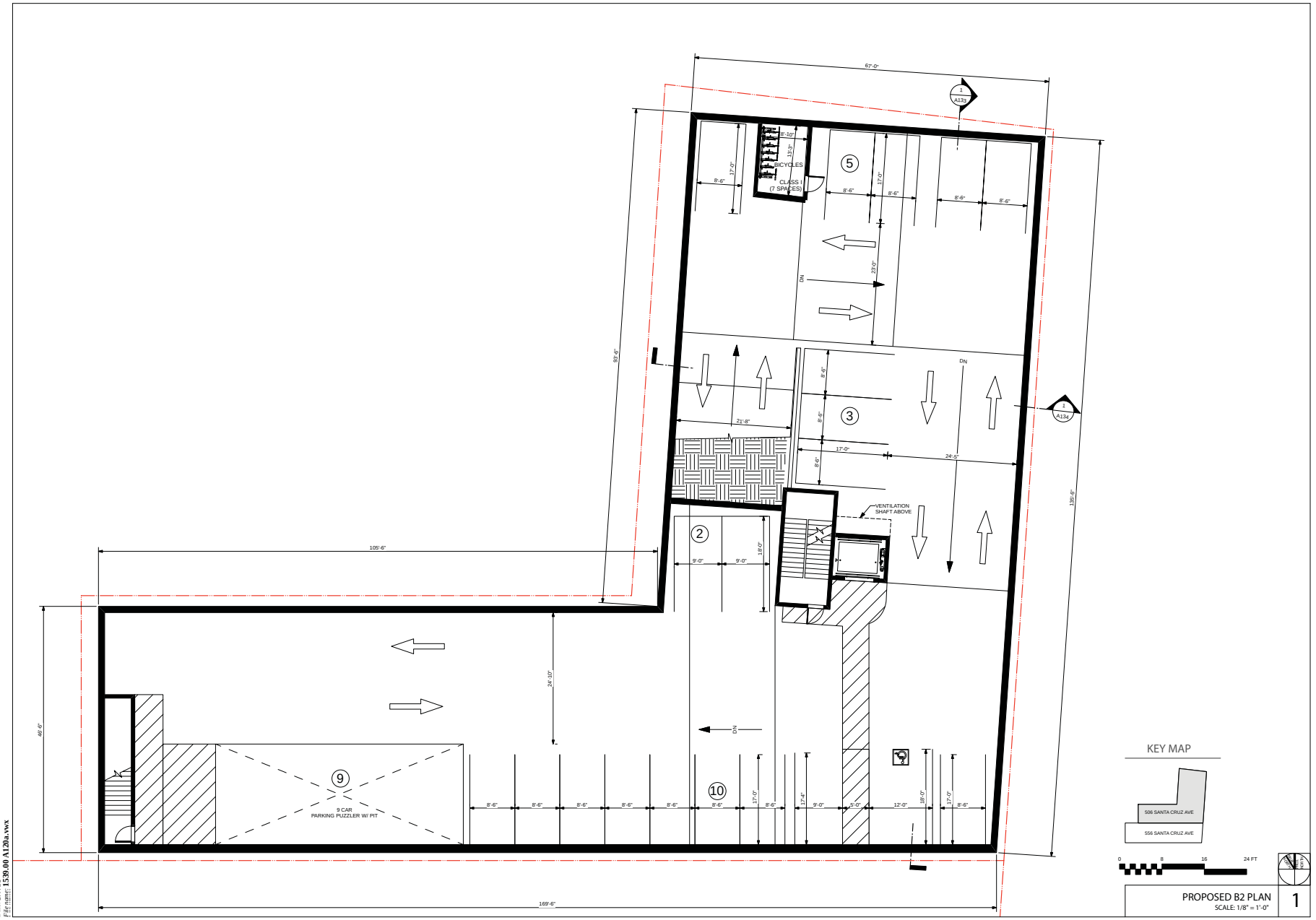
Date: 5/3/18
Filename: 1539.00 A114 115.vwx



KEY MAP

0 8 16 24 FT

PROPOSED B2 PLAN
SCALE: 1/8" = 1'-0"

1

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PROJECT ADDRESS:

506 SANTA CRUZ
MENLO PARK, CA
94025

ISSUANCE:

DRT SUBMITTAL
02.02.17

PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18
3 PLANNING RESUBMITTAL 04.19.18
4 PLANNING RESUBMITTAL 05.07.18

DRAWING CONTENT

PROPOSED
B2 PLAN

STAMP

JOB NUMBER:
1539.00

SCALE:
As Noted

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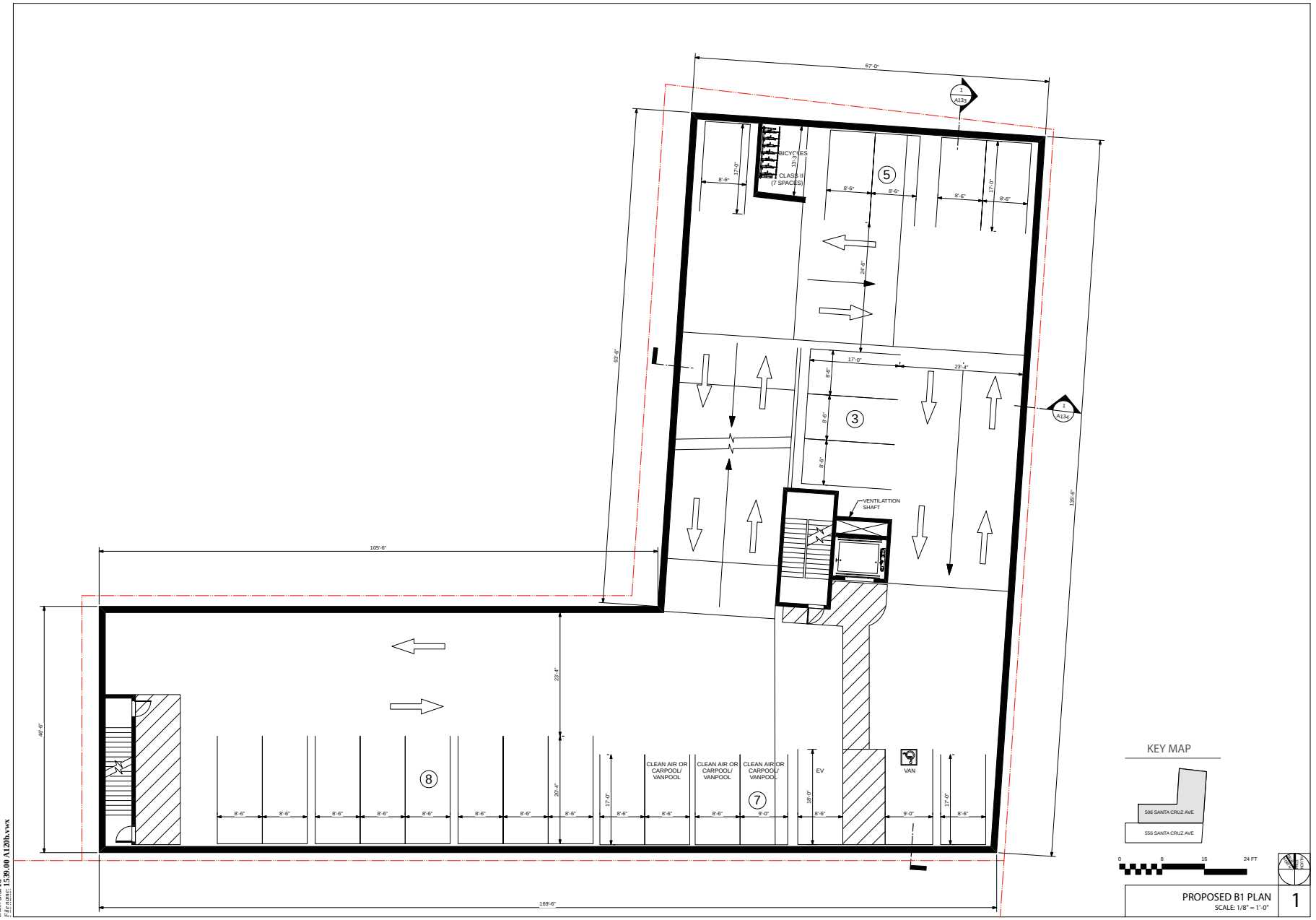
A120a

Date: 5/7/18
File name: 1539.00 A120a.vwx



KEY MAP

0 8 16 24 FT

PROPOSED B1 PLAN
SCALE: 1/8" = 1'-0"

1

Date: 5/2/18
File name: 1539.00 A120b.vwx

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ISSUANCE:

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PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL
12.01.17

2 PLANNING RESUBMITTAL
03.19.18

DRAWING CONTENT

PROPOSED
B1 PLAN

STAMP

JOB NUMBER:
1539.00

SCALE:
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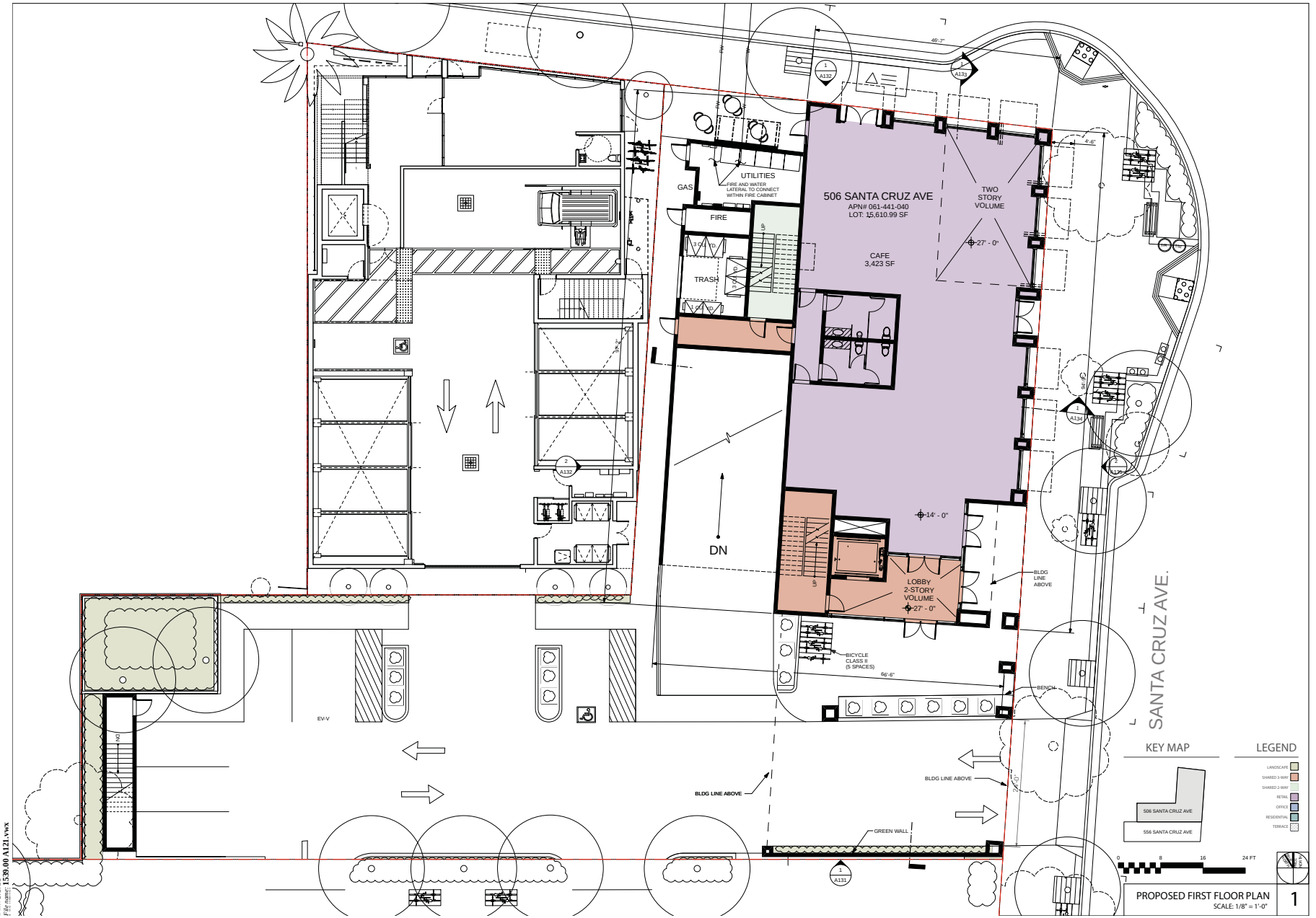
A120b



KEY MAP

LEGEND

LANDSCAPE
SHARED 3-WAY
SHARED 2-WAY
RETAIL
OFFICE
RESIDENTIAL
TERRACE

0 8 16 24 FT

PROPOSED FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

1

Date: 5/2/18
File name: 1539.00 A121.vwx

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ISSUANCE:
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PROGRESS SET
03.15.17
PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS
1 PLANNING SUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18
3 PLANNING RESUBMITTAL 04.19.18

DRAWING CONTENT
PROPOSED FIRST FLOOR PLAN

STAMP

JOB NUMBER:
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SCALE:
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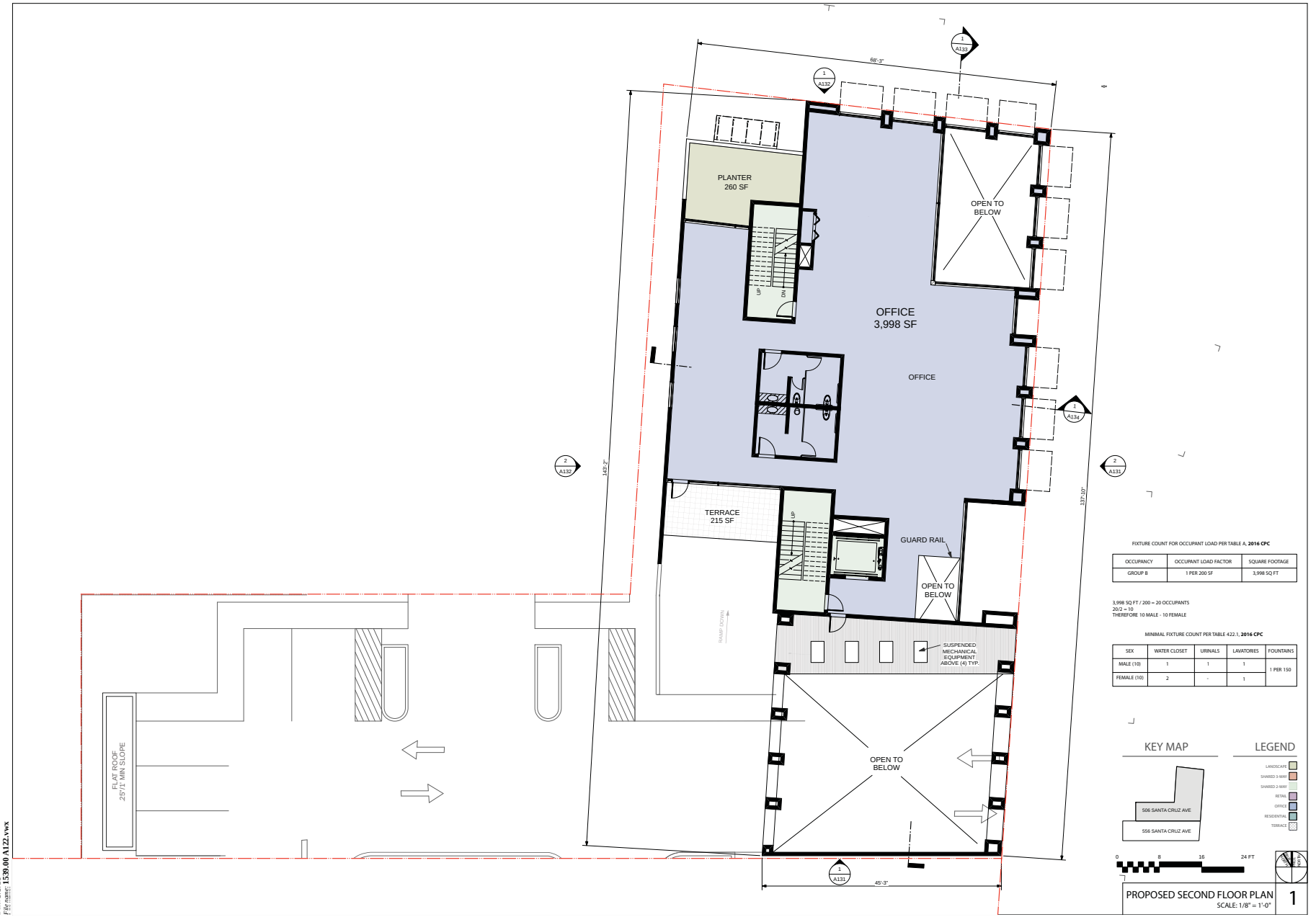
A121



FIXTURE COUNT FOR OCCUPANT LOAD PER TABLE A, **2016 CPC**

OCCUPANCY	OCCUPANT LOAD FACTOR	SQUARE FOOTAGE
GROUP B	1 PER 200 SF	3,998 SQ FT

3,998 SQ FT / 200 = 20 OCCUPANTS
20/2 = 10
THEREFORE 10 MALE - 10 FEMALE

MINIMAL FIXTURE COUNT PER TABLE 422.1, **2016 CPC**

SEX	WATER CLOSET	URINALS	LAVATORIES	FOUNTAINS
MALE (10)	1	1	1	1 PER 150
FEMALE (10)	2	-	1	

KEY MAP

LEGEND

LANDSCAPE
SHARED 3-WAY
SHARED 2-WAY
RETAIL
OFFICE
RESIDENTIAL
TERRACE

0 8 16 24 FT

PROPOSED SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"

1

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ISSUANCE:

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12.01.17

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PROPOSED SECOND
FLOOR PLAN

STAMP

JOB NUMBER:
1539.00

SCALE:
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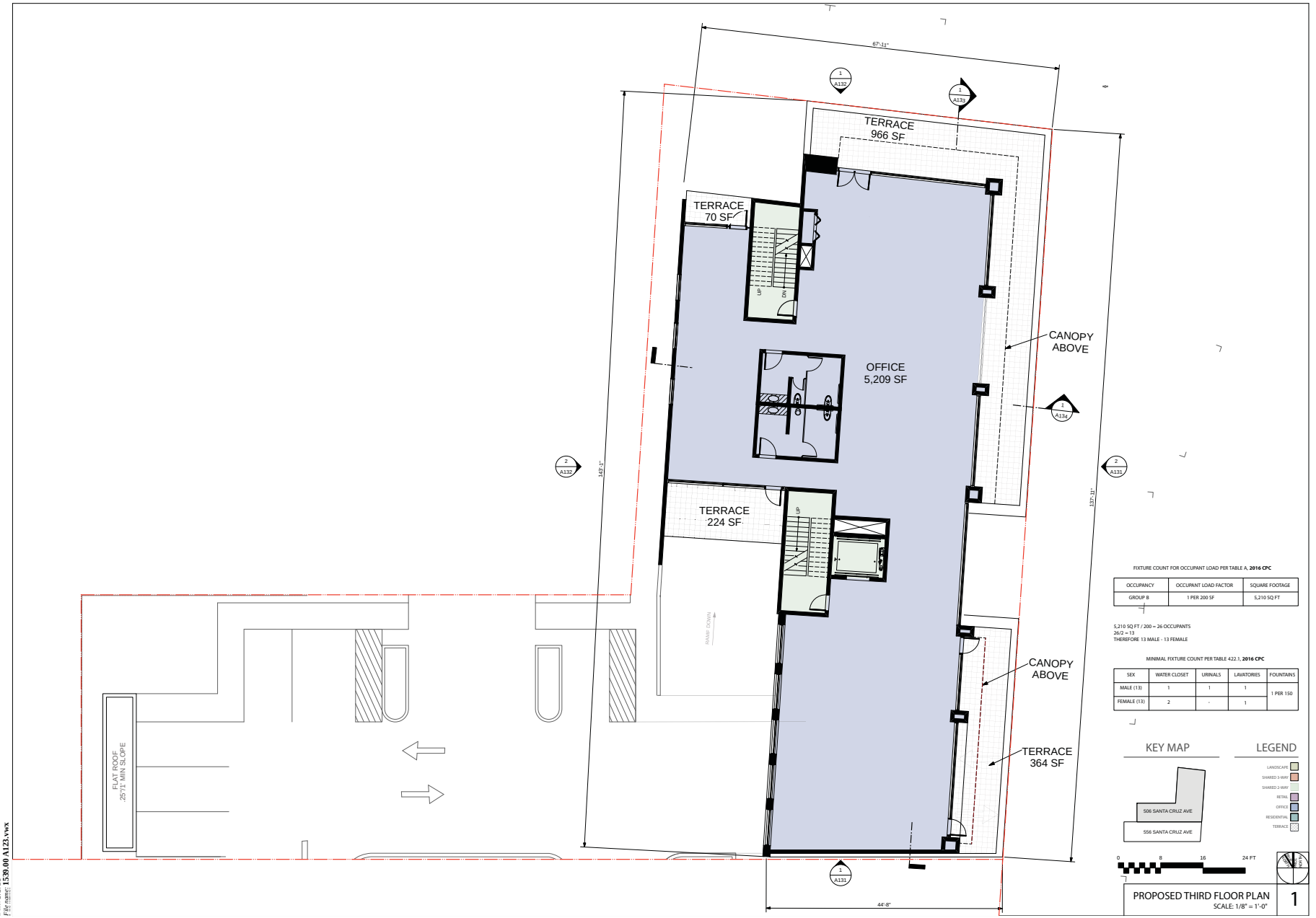

FIXTURE COUNT FOR OCCUPANT LOAD PER TABLE A, **2016 CPC**

OCCUPANCY	OCCUPANT LOAD FACTOR	SQUARE FOOTAGE
GROUP B	1 PER 200 SF	5,210 SQ FT

5,210 SQ FT / 200 = 26 OCCUPANTS
26/2 = 13
THEREFORE 13 MALE - 13 FEMALE

MINIMAL FIXTURE COUNT PER TABLE 422.1, **2016 CPC**

SEX	WATER CLOSET	URINALS	LAVATORIES	FOUNTAINS
MALE (13)	1	1	1	1 PER 150
FEMALE (13)	2	-	1	

KEY MAP

LEGEND

LANDSCAPE
SHARED 3-WAY
SHARED 2-WAY
RETAIL
OFFICE
RESIDENTIAL
TERRACE

0 8 16 24 FT

PROPOSED THIRD FLOOR PLAN
SCALE: 1/8" = 1'-0"

1

Date: 5/2/18
File name: 1539.00 A123.vwx

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09.18.17

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12.01.17

2 PLANNING RESUBMITTAL
03.19.18

DRAWING CONTENT

PROPOSED THIRD
FLOOR PLAN

STAMP

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ISSUANCE:

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PLANNING SUBMITTAL
09.18.17

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1 PLANNING SUBMITTAL 12.01.17
2 PLANNING SUBMITTAL 03.19.18
3 PLANNING SUBMITTAL 04.19.18

DRAWING CONTENT

PROPOSED FOURTH
FLOOR PLAN

STAMP

JOB NUMBER:
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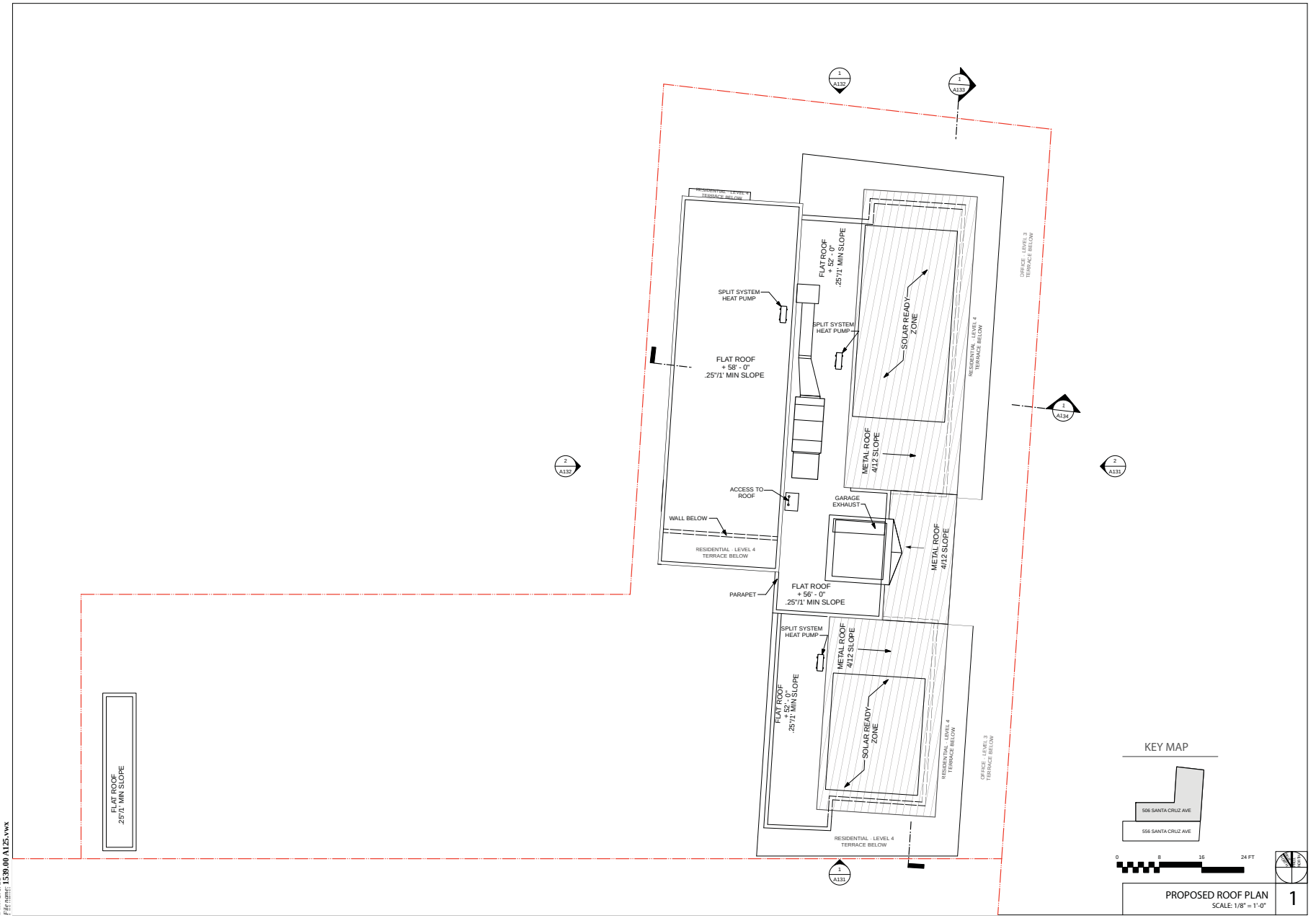

KEY MAP

0 8 16 24 FT

PROPOSED ROOF PLAN
SCALE: 1/8" = 1'-0"

1

Date: 5/6/18
File name: 1539.00 A125.vwx

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PROGRESS SET
03.15.17

PLANNING SUBMITTAL
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SHEET REVISIONS

1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18
4 PLANNING RESUBMITTAL 05.07.18

DRAWING CONTENT

PROPOSED
ROOF PLAN

STAMP

JOB NUMBER:
1539.00

SCALE:
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DRAWING NUMBER

A125

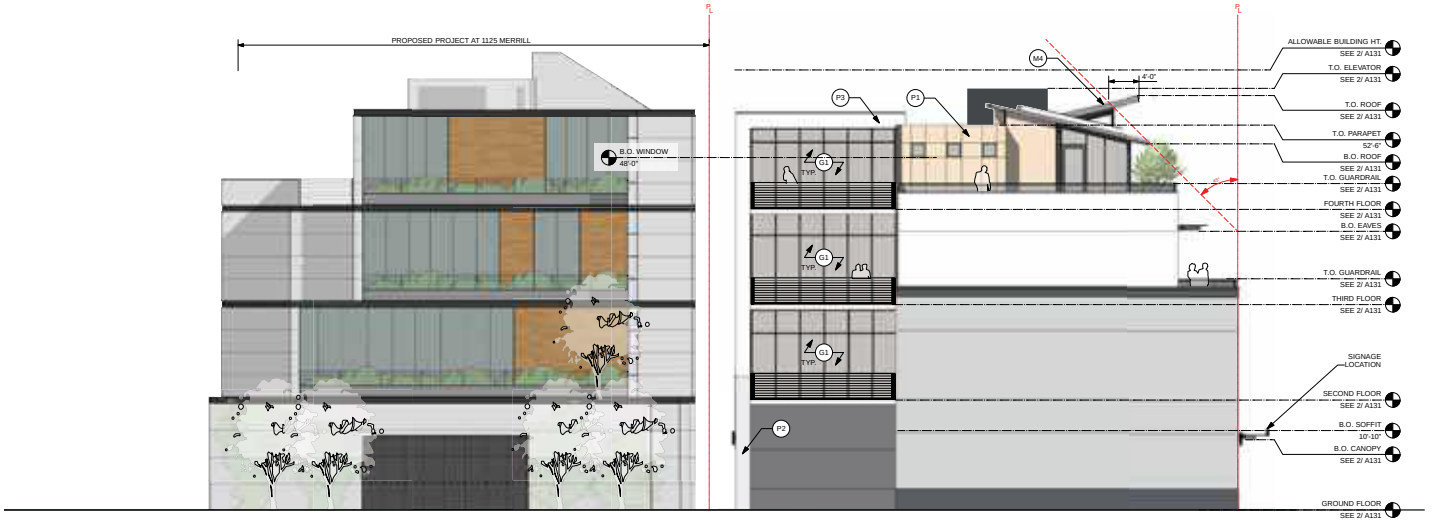
PROPOSED EAST ELEVATION
SCALE: 1/8" = 1'-0"

2

FINISH LEGEND

G1	GLAZING MATCH SOLARBAN 90 CLEAR + CLEAR GLASS INSULATING GLASS UNIT
M3	MULLIONS/ HAND RAILS/ FRAMES MATCH MORIN DARK BRONZE
M4	STANDING SEAM METAL ROOF MATCH MORIN WEATHERED ZINC (MICA)
P1	SMOOTH CEMENT PLASTER MATCH BENJAMIN MOORE - AF-380 COASTAL PATH
P2	SMOOTH CEMENT PLASTER MATCH GLIDDEN PRO FROST GRAY A1942
P3	SMOOTH CEMENT PLASTER MATCH SHERWIN WILLIAMS - GREEK VILLA SW 7551
P4	SMOOTH CEMENT PLASTER MATCH BENJAMIN MOORE AF-715 DOLPHIN
S1	NATURAL STONE HAUSSMANN - COTE D' AZUR FLAMED
S2	NATURAL STONE HAUSSMANN - LAVA GRIS FLAMED

KEY MAP



PROPOSED SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

1

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PROJECT ADDRESS:

506 SANTA CRUZ
MENLO PARK, CA
94025

ISSUANCE:

DRT SUBMITTAL
02.02.17

PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18
3 PLANNING RESUBMITTAL 04.19.18

DRAWING CONTENT

PROPOSED ELEVATIONS & CONCEPTUAL SIGNAGE PLAN

STAMP

JOB NUMBER:
1539.00

SCALE:
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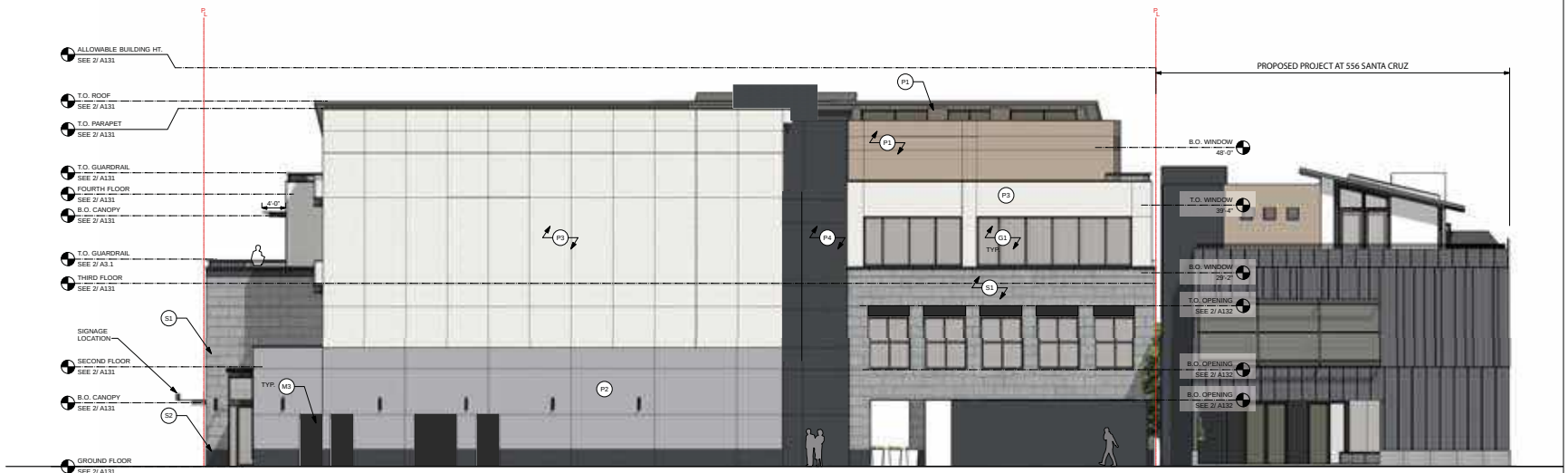
A131

Date: 5/7/18
File name: 1539.00 A131 A132.vwx



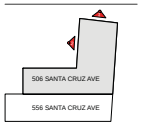
PROPOSED WEST ELEVATION
SCALE: 1/8" = 1'-0"

2

FINISH LEGEND

G1	GLAZING MATCH SOLARBAN 90 CLEAR + CLEAR GLASS INSULATING GLASS UNIT
M3	MULLIONS/ HAND RAILS/ FRAMES MATCH MORIN DARK BRONZE
M4	STANDING SEAM METAL ROOF MATCH MORIN WEATHERED ZINC (MICA)
P1	SMOOTH CEMENT PLASTER MATCH BENJAMIN MOORE - AF-380 COASTAL PATH
P2	SMOOTH CEMENT PLASTER MATCH GLIDDEN PRO FROST GRAY A1942
P3	SMOOTH CEMENT PLASTER MATCH SHERWIN WILLIAMS - GREEK VILLA SW 7551
P4	SMOOTH CEMENT PLASTER MATCH BENJAMIN MOORE AF-715 DOLPHIN
S1	NATURAL STONE HAUSSMANN - COTE D' AZUR FLAMED
S2	NATURAL STONE HAUSSMANN - LAVA GRIS FLAMED

KEY MAP



PROPOSED NORTH ELEVATION
SCALE: 1/8" = 1'-0"

1

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PROJECT ADDRESS:

506 SANTA CRUZ
MENLO PARK, CA
94025

ISSUANCE:

DRT SUBMITTAL
02.02.17

PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18
3 PLANNING RESUBMITTAL 04.19.18

DRAWING CONTENT

PROPOSED ELEVATIONS & CONCEPTUAL SIGNAGE PLAN

STAMP

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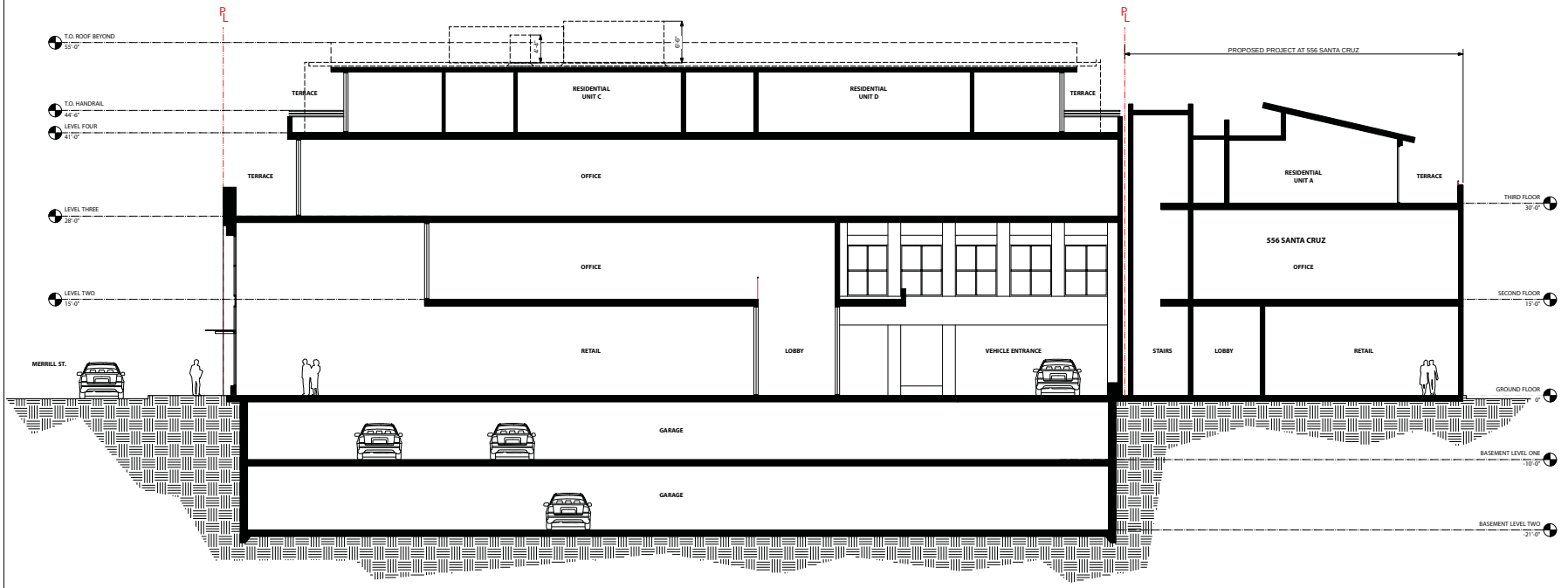
DRAWING NUMBER

A132

Date: 5/7/18
File name: 1539.00 A131 A132.vwx

NOTE: PROJECT HVAC SYSTEMS SHALL
COMPLY CITH CITY OF MENLO PARK
NOISE ORDINANCE



SECTION A
SCALE: 1/8" = 1'-0"

1

Date: 5/6/18
File name: 1539.00 A133.vwx

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ISSUANCE:

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02.02.17

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3 PLANNING RESUBMITTAL 04.19.18
4 PLANNING RESUBMITTAL 05.07.18

DRAWING CONTENT

SECTIONS

STAMP

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DRAWING NUMBER

A133

NOTE: PROJECT HVAC SYSTEMS WILL
COMPLY CITH CITY OF MENLO PARK
NOISE ORDINANCE

SECTION B
SCALE: 1/8" = 1'-0"

1

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ISSUANCE:

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PROGRESS SET
03.15.17

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3 PLANNING RESUBMITTAL 04.19.18

DRAWING CONTENT

SECTION

STAMP

JOB NUMBER:
1539.00

SCALE:
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File name: 1539.00 A134.vwx

PERSPECTIVE 2

PERSPECTIVE 1

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ISSUANCE:

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17.02.02

PROGRESS SET
17.03.15

PLANNING SUBMITTAL
17.09.18

SHEET REVISIONS

DRAWING CONTENT

PERSPECTIVES

STAMP

JOB NUMBER:
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SCALE:
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DRAWING NUMBER

A141

Date: 5/3/18
File name: 1539.00 A141 A142.vwx
Date: 5/3/18
File name: **1539.00 A141 A142.wx**

PERSPECTIVE | 1

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94025

ISSUANCE:

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17.02.02

PROGRESS SET
17.03.15

PLANNING SUBMITTAL
17.09.18

PLANNING RESUBMITTAL
04.19.18

SHEET REVISIONS

1 PLANNING RESUBMITTAL
04.19.18

DRAWING CONTENT

PERSPECTIVES

STAMP

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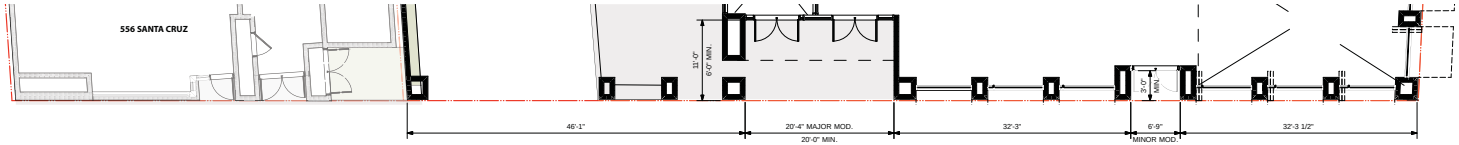
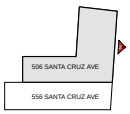


KEY MAP



	OPAQUE SURFACE	476 SF
	TRANSLUCENT SURFACE	897 SF

TRANSLUCENCY CALCULATIONS

476 SF + 897 SF = 1,373 SF TOTAL
1,373 SF (50%) = 686.5 SF
897 SF > 686.5 SF = COMPLIANT

SANTA CRUZ AVE. COMPLIANCE DIAGRAM
SCALE: 1/8" = 1'-0"

1

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PROGRESS SET
17.03.15
PLANNING SUBMITTAL
17.09.18

SHEET REVISIONS
2 PLANNING SUBMITTAL 03.19.18

DRAWING CONTENT
COMPLIANCE
DIAGRAMS

STAMP

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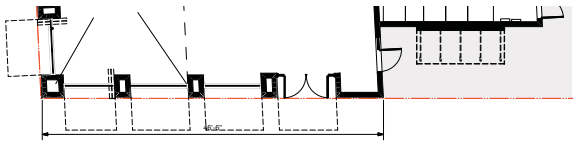

OPAQUE SURFACE	323 SF
TRANSLUCENT SURFACE	374 SF

TRANSLUCENCY CALCULATIONS

323 SF + 374 SF = 697 SF TOTAL
697 SF (50%) = 348.5 SF
374 SF > 348.5 SF = COMPLIANT

KEY MAP

MERRILL ST. COMPLIANCE DIAGRAM
SCALE: 1/8" = 1'-0"

1

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2657 SPRING STREET
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P: 650.365.0600
F: 650.365.0670
www.thehayesgroup.com

PROJECT ADDRESS:
506 SANTA CRUZ
MENLO PARK, CA
94025

ISSUANCE:
DRT SUBMITTAL
02.02.17
PROGRESS SET
03.15.17
PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS
1 PLANNING RESUBMITTAL
12.01.17
2 PLANNING RESUBMITTAL
03.19.18

DRAWING CONTENT
COMPLIANCE
DIAGRAMS

STAMP

JOB NUMBER:
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SCALE:
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DRAWN BY:
SP

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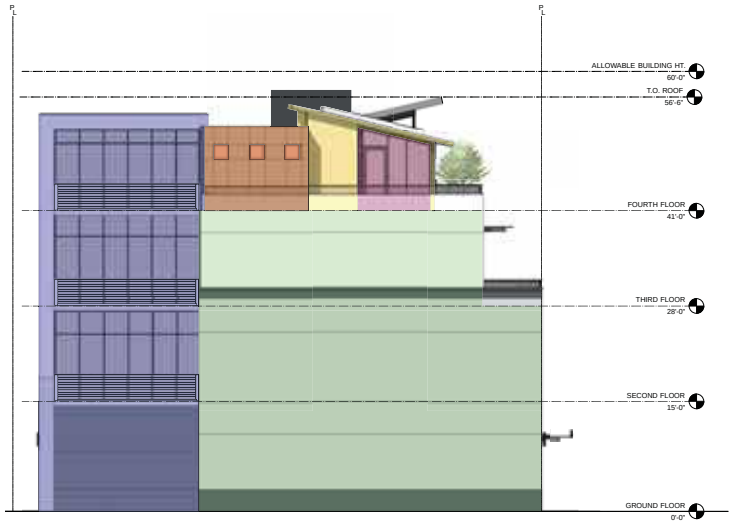
DRAWING NUMBER
A152

Date: 5/7/18
File name: 1539.00 A151 A152 A153.vwx



>20'
NO LIMIT

10' TO LESS THAN 15' (OPENING)
96 S.F.

10' TO LESS THAN 15' (SOLID)
111 S.F.

5' TO LESS THAN 10' (OPENING)
12 S.F.

5' TO LESS THAN 10' (SOLID)
150 S.F.

0' TO LESS THAN 3'
OPENINGS NOT PERMITTED

5' TO LESS THAN 10' OPENING VS SOLID CALCULATION

12 SF + 150 SF = 162 SF
162 SF (25%) = 40.5 S.F.
12 SF < 40.5 SF = COMPLIANT

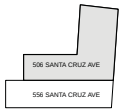
10' TO LESS THAN 15' OPENING VS SOLID CALCULATION

100 SF + 112 SF = 223 SF
223 SF (45%) = 100 SF
100 SF = 100 SF = COMPLIANT

PER TABLE 705.8 2016 CBC
MAXIMUM AREA OF EXTERIOR WALL OPENINGS BASED ON FIRE SEPERATION DISTANCE AND DEGREE OF OPENING PROTECTION

FIRE SEPARATION DISTANCE	DEG. OF OPENING PROTECTION.	ALLOWABLE AREA
0' TO LESS THAN 3'	UNPROTECTED, SPRINKLERED	NOT PERMITTED
5' TO LESS THAN 10'	UNPROTECTED, SPRINKLERED	25%
10' TO LESS THAN 15'	UNPROTECTED, SPRINKLERED	45%
20' OR GREATER	UNPROTECTED, SPRINKLERED	NO LIMIT

KEY MAP



FIRE PROTECTION DIAGRAM
SCALE: 1/8" = 1'-0"

1

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1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.18.19

DRAWING CONTENT
FIRE PROTECTION DIAGRAM

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A153

Date: 5/7/18
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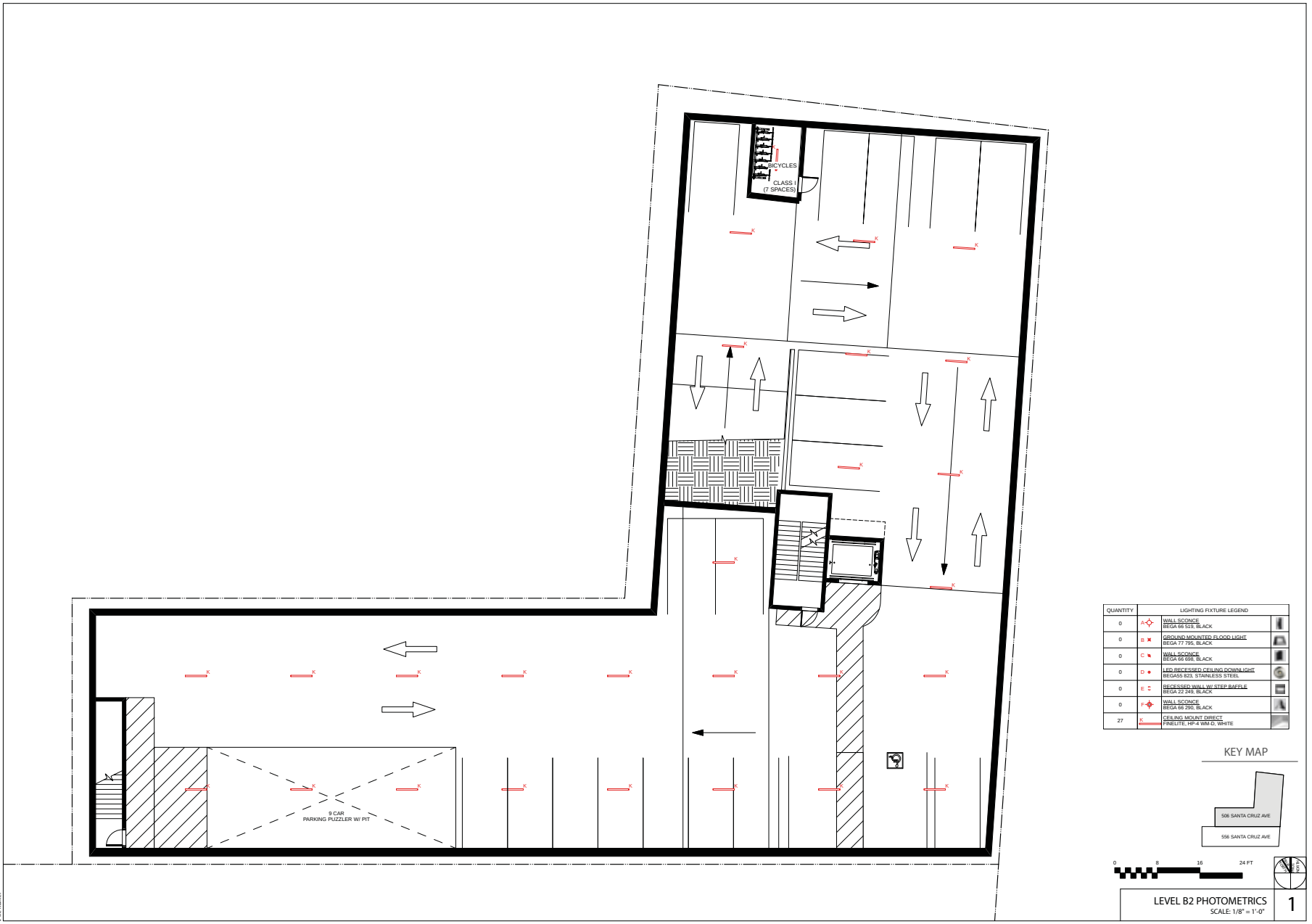

QUANTITY		LIGHTING FIXTURE LEGEND
0	A	WALL SCONCE BEGA 66 519, BLACK
0	B	GROUND MOUNTED FLOOD LIGHT BEGA 77 795, BLACK
0	C	WALL SCONCE BEGA 66 698, BLACK
0	D	LED RECESSED CEILING DOWNLIGHT BEGA55 823, STAINLESS STEEL
0	E	RECESSED WALL W/ STEP BAFFLE BEGA 22 249, BLACK
0	F	WALL SCONCE BEGA 66 290, BLACK
27	K	CEILING MOUNT DIRECT FINELITE, HP-4 WM-D, WHITE

KEY MAP

0 8 16 24 FT

LEVEL B2 PHOTOMETRICS
SCALE: 1/8" = 1'-0"

1

Date: 5/7/18
File name: 1539.00 A170a.vwx

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DRAWING CONTENT

LEVEL B2 LIGHTING
STRATEGY

STAMP

JOB NUMBER:
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SCALE:
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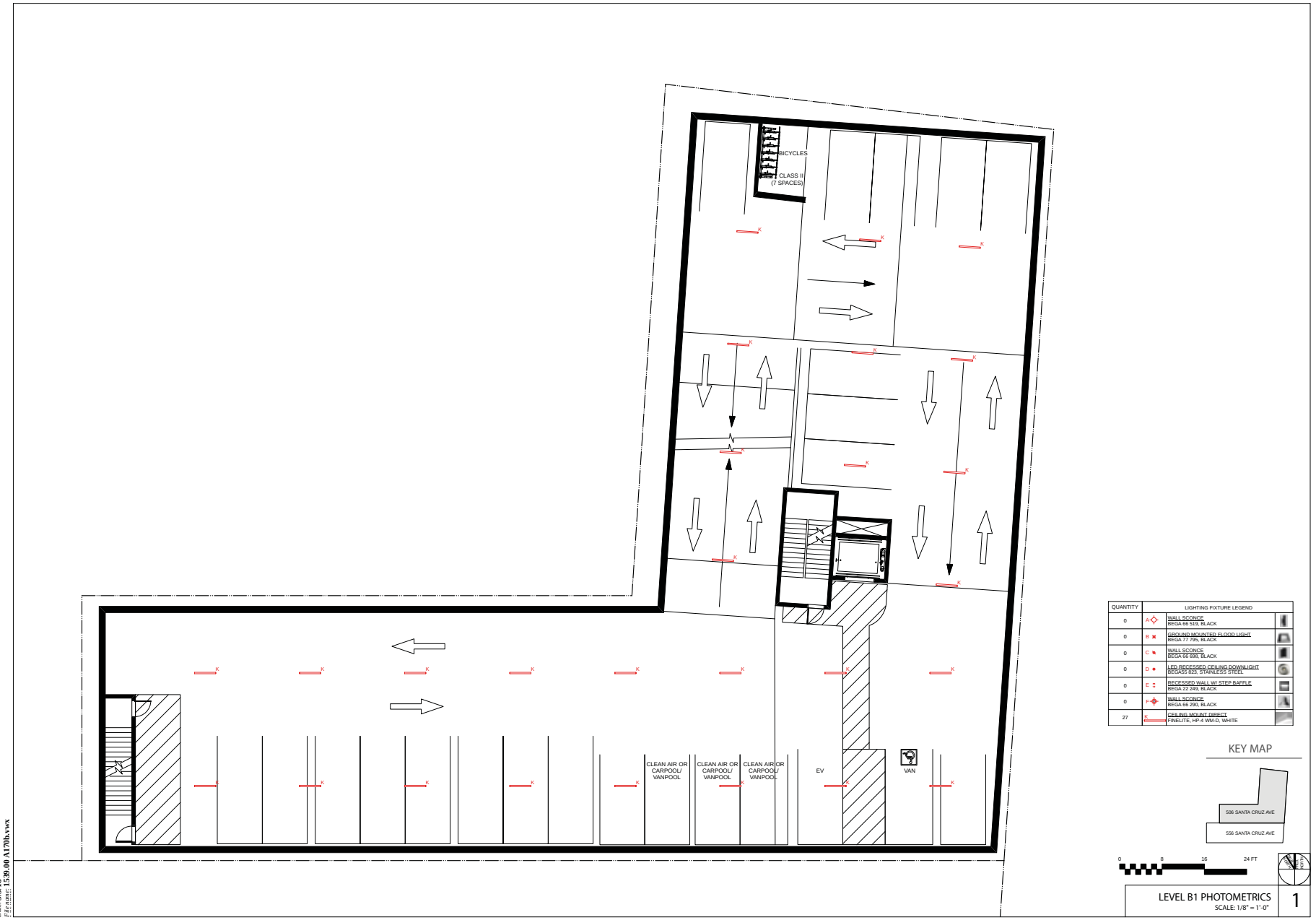
A170a



QUANTITY	LIGHTING FIXTURE LEGEND	
0	A WALL SCONCE BEGA 66 519, BLACK	
0	B GROUND MOUNTED FLOOD LIGHT BEGA 77 795, BLACK	
0	C WALL SCONCE BEGA 66 698, BLACK	
0	D LED RECESSED CEILING DOWNLIGHT BEGA55 823, STAINLESS STEEL	
0	E RECESSED WALL W/ STEP BAFFLE BEGA 22 240, BLACK	
0	F WALL SCONCE BEGA 66 290, BLACK	
27	K CEILING MOUNT DIRECT FINELITE, HP-4 WM-D, WHITE	

KEY MAP

0 8 16 24 FT

LEVEL B1 PHOTOMETRICS
SCALE: 1/8" = 1'-0"

1

Date: 5/2/18
File name: 1539.00 A170b.vwx

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PROGRESS SET
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DRAWING CONTENT

LEVEL B1 LIGHTING STRATEGY

STAMP

JOB NUMBER:
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SCALE:
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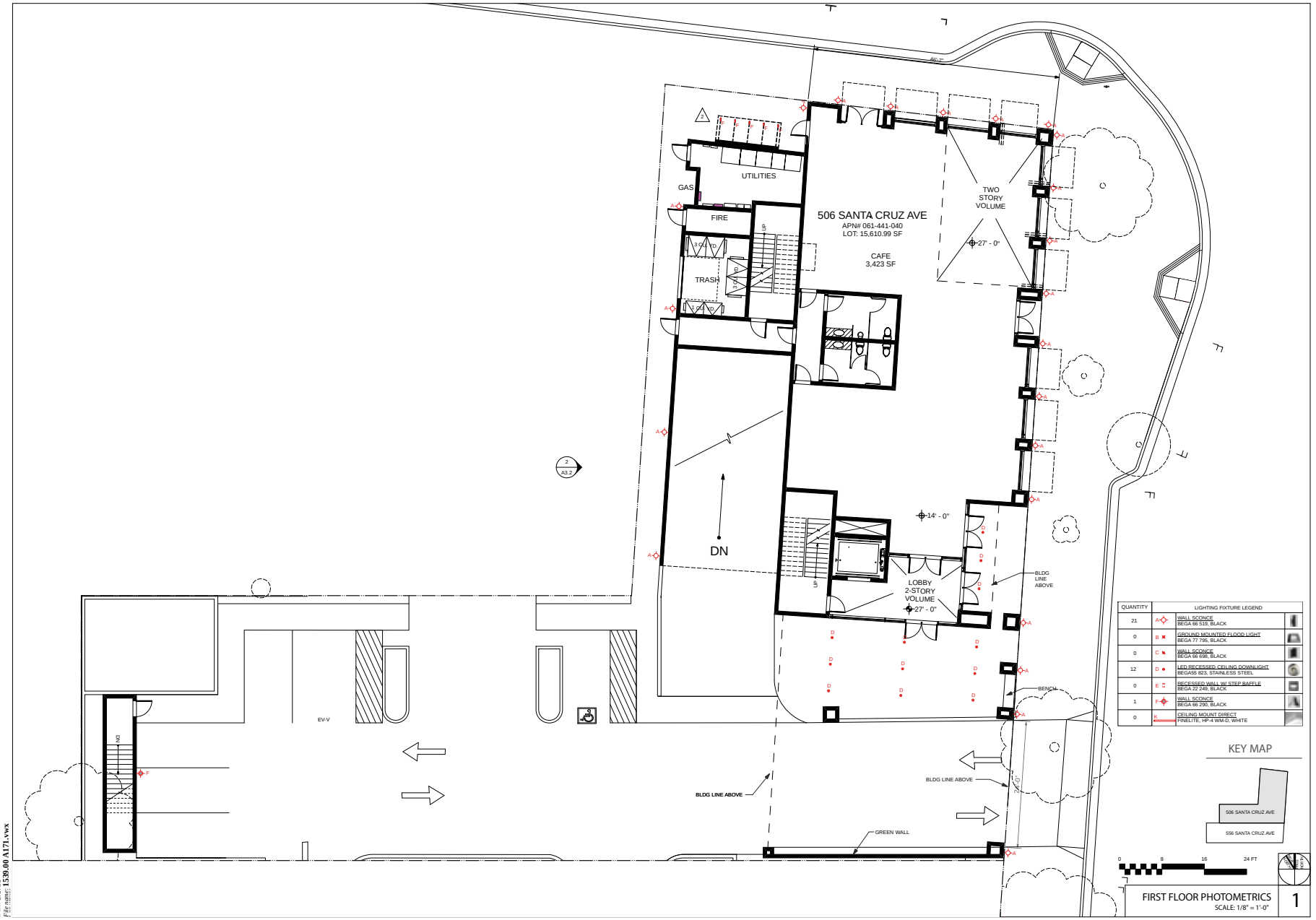

QUANTITY		LIGHTING FIXTURE LEGEND	
21	A	WALL SCONCE BEGA 66 519, BLACK	
0	B	GROUND MOUNTED FLOOD LIGHT BEGA 77 795, BLACK	
0	C	WALL SCONCE BEGA 66 698, BLACK	
12	D	LED RECESSED CEILING DOWNLIGHT BEGA55 823, STAINLESS STEEL	
0	E	RECESSED WALL W/ STEP BAFFLE BEGA 22 249, BLACK	
1	F	WALL SCONCE BEGA 66 290, BLACK	
0	K	CEILING MOUNT DIRECT FINELITE, HP-4 WM-D, WHITE	

KEY MAP

0 8 16 24 FT

FIRST FLOOR PHOTOMETRICS
SCALE: 1/8" = 1'-0"

1

Date: 5/2/18
File name: 1539.00 A171.vwx

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09.18.17

SHEET REVISIONS

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12.01.17

2 PLANNING RESUBMITTAL
03.19.18

DRAWING CONTENT

FIRST FLOOR LIGHTING STRATEGY

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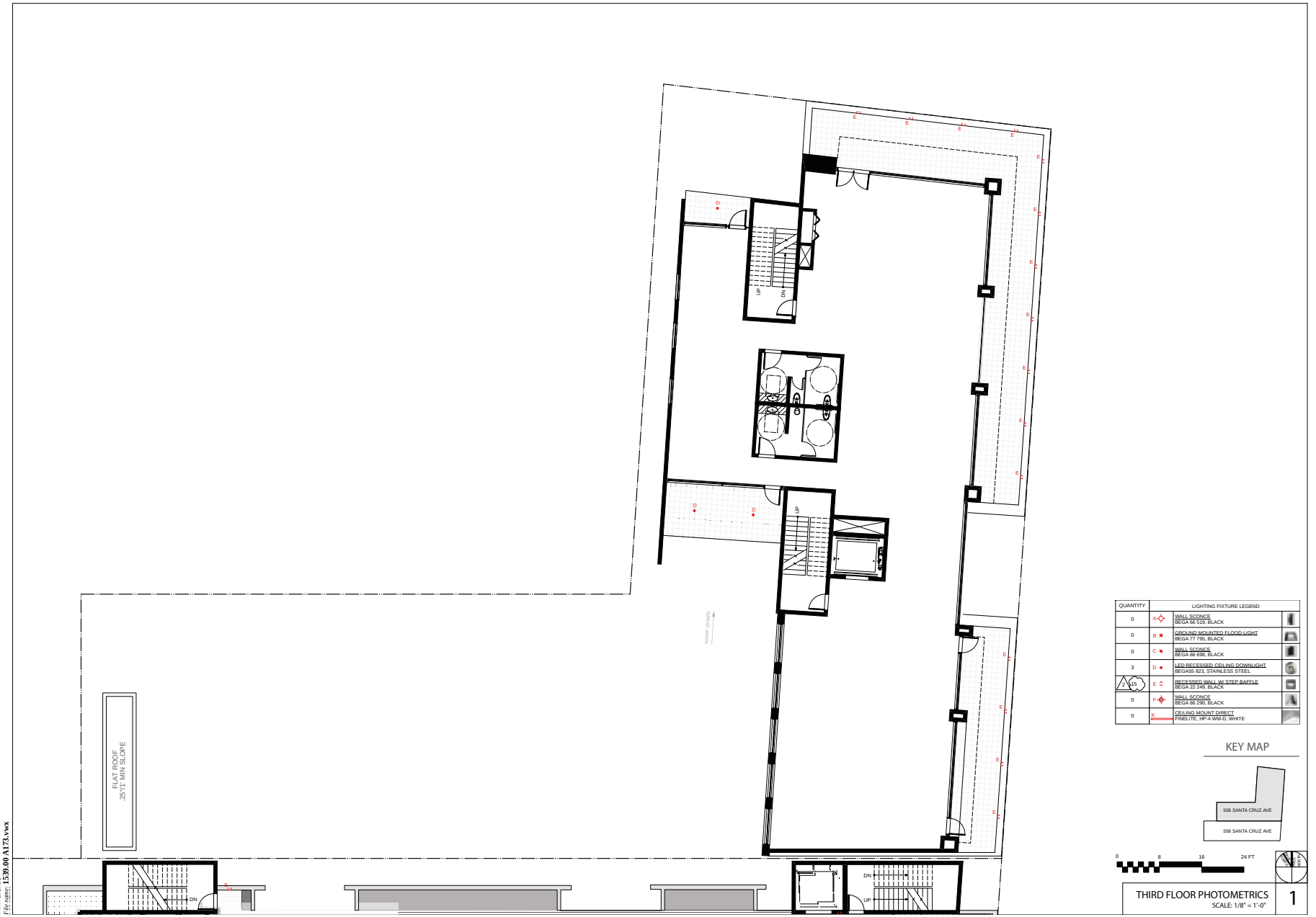
A171



QUANTITY		LIGHTING FIXTURE LEGEND
0	A	WALL SCONCE BEGA 66 519, BLACK
0	B	GROUND MOUNTED FLOOD LIGHT BEGA 77 795, BLACK
0	C	WALL SCONCE BEGA 66 698, BLACK
3	D	LED RECESSED CEILING DOWNLIGHT BEGA55 823, STAINLESS STEEL
3 (15)	E	RECESSED WALL W/ STEP BAFFLE BEGA 22 249, BLACK
0	F	WALL SCONCE BEGA 66 290, BLACK
0	K	CEILING MOUNT DIRECT FINELITE, HP-4 WM-D, WHITE

KEY MAP

0 8 16 24 FT

THIRD FLOOR PHOTOMETRICS
SCALE: 1/8" = 1'-0"

1

Date: 5/2/18
File name: 1539.00 A173.vwx

E30

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12.01.17

2 PLANNING RESUBMITTAL
03.19.17

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THIRD FLOOR
LIGHITNG STRATEGY

STAMP

JOB NUMBER:
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DRAWING NUMBER

A173

QUANTITY		LIGHTING FIXTURE LEGEND
0	A	WALL SCONCE BEGA 66 519, BLACK
0	B	GROUND MOUNTED FLOOD LIGHT BEGA 77 795, BLACK
0	C	WALL SCONCE BEGA 66 698, BLACK
3	D	LED RECESSED CEILING DOWNLIGHT BEGA55 823, STAINLESS STEEL
3	E	RECESSED WALL W/ STEP BAFFLE BEGA 22 249, BLACK
0	F	WALL SCONCE BEGA 66 290, BLACK
0	K	CEILING MOUNT DIRECT FINELITE, HP-4 WM-D, WHITE

KEY MAP

0 8 16 24 FT

PROPOSED FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

1

Date: 5/2/18
File name: 1539.00 A174.vwx

E31

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MENLO PARK, CA
94025

ISSUANCE:

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02.02.17

PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL
12.01.17

DRAWING CONTENT

FOURTH FLOOR
LIGHTING STRATEGY

STAMP

JOB NUMBER:
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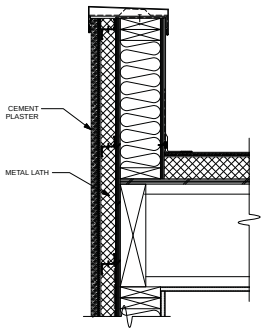
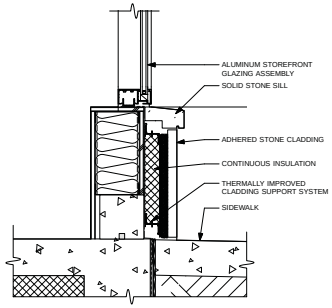
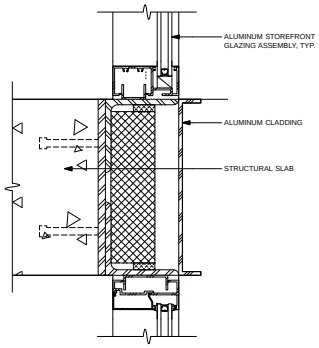
A174



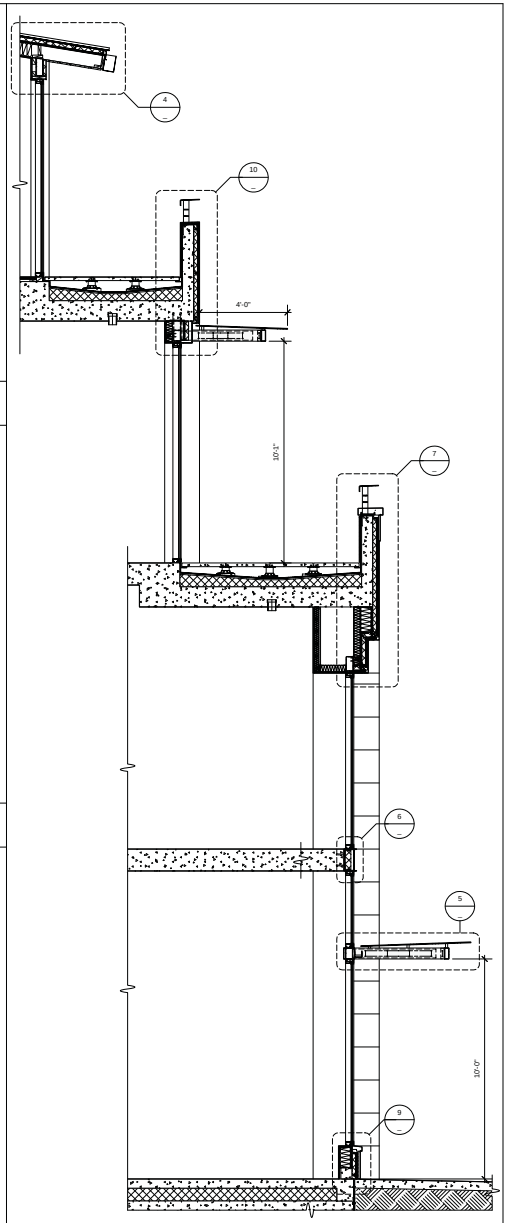
ROOF PARAPET DETAIL
SCALE: 1 1/2" = 1'-0" | 12



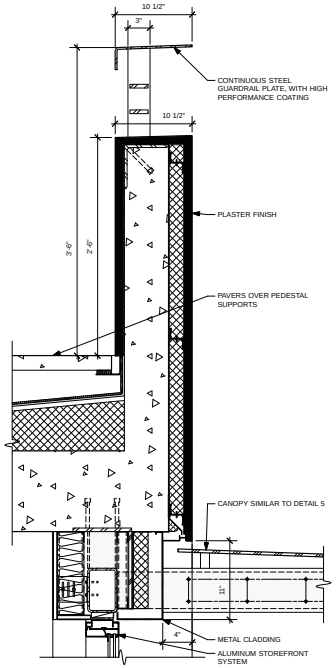
PONY WALL / STOREFRONT SILL DETAIL
SCALE: 1 1/2" = 1'-0" | 9



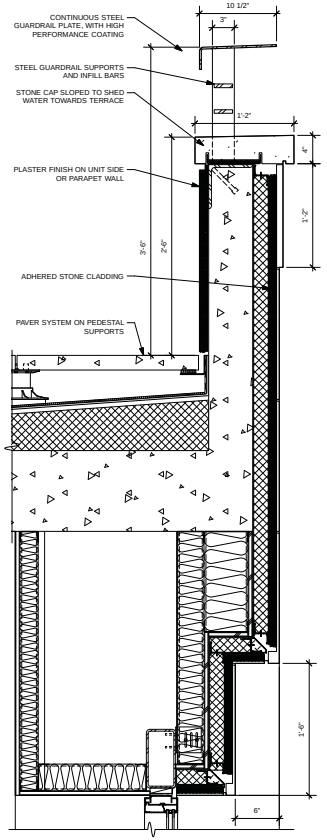
LEVEL 2 SLAB EDGE AT GLAZING BAY
SCALE: 3" = 1'-0" | 6



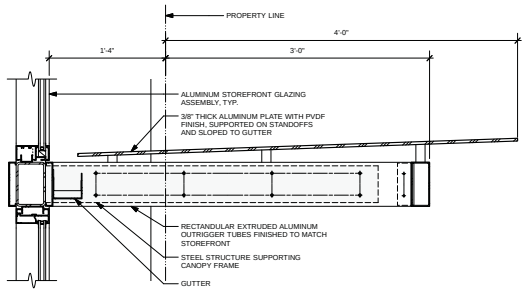
WALL SECTION
SCALE: 1/2" = 1'-0" | 1



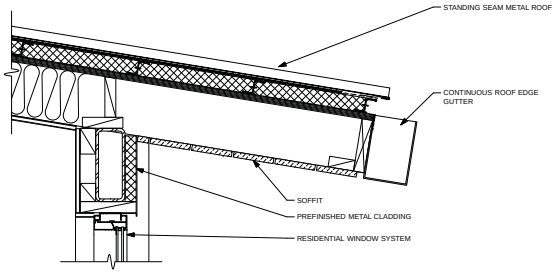
SECTION DETAIL AT LEVEL 4 TERRACE GUARDRAIL
SCALE: 1 1/2" = 1'-0" | 10



SECTION DETAIL AT LEVEL 3 TERRACE GUARDARIL
SCALE: 1 1/2" = 1'-0" | 7



LEVEL 1 CANOPY SECTION DETAIL
SCALE: 1 1/2" = 1'-0" | 5



RESIDENTIAL EAVE DETAIL
SCALE: 1 1/2" = 1'-0" | 4

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ISSUANCE:

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DRAWING NUMBER

A180

Date: 5/3/18
File name: 1539.00 A180.vwx

LAYOUT LEGEND

- Pedestrian Concrete
- Ground Cover and Shrubs
- Detail Number / Ground Cover and Shrubs / Sheet Number
- Property Line
- Center Line
- Align
- Pedestrian Scale Pole Light See Color and Finish Schedule
- Fire Hydrant S.C.D.
- Utility Boxes S.C.D.
- Below grade utilities as noted. S.C.D.
- Accent Paving Type 1
- Accent Paving Type 2
- Accent Paving Type 3
- Accent Paving Type 4
- E.J. Expansion Joint
- S.A.D. See Architect's Drawings
- S.C.D. See Civil Engineer's Drawings
- S.C.F.S. See Color and Finish Schedule

LIGHTING NOTES

1. Exterior Landscape and Streetscape lighting shall utilize fixtures with low cut–off angles, appropriately positioned to minimize glare into dwelling units and light pollution into the night sky.
2. Light fixtures and lamps shall be energy–efficient and color balanced to provide high quality comfortable and secure lighting to provide safe pedestrian and auto circulation. LED fixtures will be used to provide low energy use, high performance, low glare and an attractive site lighting experience.

LAYOUT NOTES

1. The Contractor shall verify all distances and dimensions in the field and bring any discrepancies to the attention of the Landscape Architect for a decision before proceeding with the work.
2. Contractor to take all necessary precautions to protect buildings and waterproof membranes from damage. Any damage caused by the Contractor or the Contractor's representatives during their activities shall be repaired at no cost to the Owner.
3. All written dimensions supersede all scaled distances and dimensions. Dimensions shown are from the face of building wall, face of curb, edge of walk, property line, or centerline of column unless otherwise noted on the drawings.
4. Walk scoring, expansion joints and paving shall be located as indicated on the Layout Plans, Landscape Construction Details, or as field adjusted under the direction of the Landscape Architects.
5. All building information is based on drawings prepared by:
   Hayes Group Architects, Inc.
   2657 Spring Street
   Redwood City, CA 94063
   650.365.0600
6. All site civil information is based on drawings prepared by:
   BKF Engineers
   255 Shoreline Dr., Suite 200
   Redwood City, CA 94065
   650.482.6300
7. The Contractor is to verify location of all on–site utilities before commencing with the work. The Contractor shall be responsible for the repair of any damage to utilities caused by the activities of the Contractor or the Contractor's representatives. Any utilities shown on Landscape Drawings are for reference and coordination purposes only.
8. Protect all existing construction from damage. The Contractor shall be responsible for the repair of any damage to existing construction caused by the activities of the Contractor or the Contractor's representatives.
9. Expansion joints shall be located no less than 16' o.c. nor greater than 20' o.c. and/or as indicated on the Layout Plans, Landscape Construction Details, or as field adjusted under the direction of the Landscape Architect.

CONCEPTUAL COLOR AND FINISH SCHEDULE

PEDESTRIAN CONCRETE PAVING
Type 1 Natural Grey Concrete to Match Existing Concrete Paving on Adjacent Site, per City's Standard.
Type 2 Integral Color Concrete to Match Existing Street Concrete Paving on Adjacent Site (1125 Merrill Street)

ACCENT PAVING
Type 1 Natural Stone Paving, Haussmann – 'Lava Gris', to Match Building Wall tile.
Type 2 On Podium Paving, by Architect.
Type 3 By Calstone, www.calstone.com, (T) 408.984.8800
Field: – 6x12, #57 Medium Sandblast (Dark), Herringbone Pattern, 40% of Field Color
– 6x12, #51 Shortblast/Grind with Black and White Aggregate Finish, Herringbone Pattern, 60% of Field Color.
Band: 53 No Finish, (Standard), Stack Bond Pattern.
Type 4 16" Wide Brick Band along Planting Area, Color to Match City's Standard.

BENCH
MLB450–R, Silver 14 Matte Finish, by Maglin, www.maglin.com. 855.954.6424.

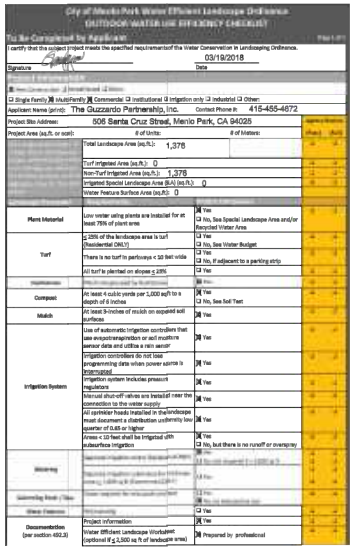
BIKE RACK
Model # SCBR1600–S, By Maglin, Surface Mount, Finish to be Glass Silver 14. www.maglin.com. 855.954.6424.

LIGHTING FIXTURES
- Pedestrian Scale Pole Light, Albertslung Maxi Post by Louis Poulsen. Available through ALR Lighting, www.alrinc.com, 510.638.3800
- Bega Bollard Light, Model: 88 459, Color to be Black, by Bega, www.bega.com,
- C02 Series by B–K Lighting, Aluminum Finish. Available through ALR Lighting, www.alrinc.com, 510.638.3800
- Bega Wall Mount Light, Model: 4434 P.538, Color to be Black, by Bega, www.bega.com,
- Living Wall Light, Sign Star Style B, by B–K Lighting. Available through ALR Lighting, www.alrinc.com, 510.638.3800

LIVING WALL
VertiGreen Hybrid PreGrown 3D Trellis, by Tournesol Siteworks, www.tournesolsiteworks.com, 800.542.2282. S.A.D. for Wall Attachment.

PRECAST PLANTER POT
Type 1: 034 FAIRFAX, 24x16x32, Shiny White Finish, by IAP, www.iapsf.com, 510.536.4886

Type 2: 072 IFINITY, 24x18.75x42, Stainless Steal Finish, by IAP, www.iapsf.com, 510.536.4886


OUTDOOR WATER USE EFFICIENCY CHECKLIST

City of Menlo Park Water Efficient Landscape Ordinance
OUTDOOR WATER USE EFFICIENCY CHECKLIST

To Be Completed by Applicant

I certify that the project meets the specified requirements of the Water Conservation in Landscaping Ordinance.

Signature: [illegible] Date: 03/19/2018

Project Information

☐ Single Family ☒ Multi-Family ☒ Commercial ☐ Institutional ☐ Irrigation only ☐ Industrial ☐ Other:

Applicant Name (print): The Guzzardo Partnership, Inc. Contact Phone #: 415-455-4672

Project Site Address: 506 Santa Cruz Street, Menlo Park, CA 94025

Project Area (sq.ft. or acre): # of Units: # of Meters:

	Total Landscape Area (sq.ft.):	1,376	
	Turf Irrigated Area (sq.ft.):	0	
	Non-Turf Irrigated Area (sq.ft.):	1,376	
	Irrigated Special Landscape Area (SLA) (sq.ft.):	0	
	Water Feature Surface Area (sq.ft):	0	
Plant Material	Low water using plants are installed for at least 75% of plant area	☒ Yes ☐ No, See Special Landscape Area and/or Recycled Water Area	
Turf	≤ 25% of the landscape area is turf (Residential ONLY)	☐ Yes ☐ No, See Water Budget	
	There is no turf in parkways < 10 feet wide	☐ Yes ☐ No, if adjacent to a parking strip	
	All turf is planted on slopes ≤ 25%	☐ Yes	
Soil Management	[illegible]	☒ Yes	
Compost	At least 4 cubic yards per 1,000 sq/ft to a depth of 6 inches	☒ Yes ☐ No, See Soil Test	
Mulch	At least 3-inches of mulch on exposed soil surfaces	☒ Yes	
Irrigation System	Use of automatic irrigation controllers that use evapotranspiration or soil moisture sensor data and utilize a rain sensor	☒ Yes	
	Irrigation controllers do not lose programming data when power source is interrupted	☒ Yes	
	Irrigation system includes pressure regulators	☒ Yes	
	Manual shut-off valves are installed near the connection to the water supply	☒ Yes	
	All sprinkler heads installed in the landscape must document a distribution uniformity low quarter of 0.65 or higher	☒ Yes	
	Areas < 10 feet shall be irrigated with subsurface irrigation	☒ Yes ☐ No, but there is no runoff or overspray	
Grading	[illegible]	☐ Yes ☐ No	
Water Features	[illegible]	☐ Yes ☐ No	
Documentation (per section 492.3)	Project Information	☒ Yes	
	Water Efficient Landscape Worksheet (optional if ≤ 2,500 sq ft of landscape area)	☒ Prepared by professional	

[Agency Name, Address, Telephone#, Fax #]

OUTDOOR WATER USE EFFICIENCY CHECKLIST

Documentation (per section 492.3) Continued	Soil Management Report (optional if < 2,500 sq ft of landscape area)	☐ Prepared by professional
	Landscape Design Plan (optional if < 2,500 sq ft of landscape area)	☒ Prepared by professional
	Irrigation Design Plan (optional if < 2,500 sq ft of landscape area)	☐ Prepared by professional
	Grading Design Plan (optional if < 2,500 sq ft of landscape area)	☐ Prepared by professional
Audit	Post-Installation audit completed	☐ Completed by professional

Auditor:

Materials Received and Reviewed:
☐ Project Information
☐ Water Efficient Landscape Worksheet
☐ Residential Outdoor Water Use Efficiency Checklist
☐ Post-Installation Audit
☐ Landscape Design Plan
☐ Soil Management Report
☐ Irrigation Design Plan
☐ Grading Design Plan

Data Reviewed:
☐ Follow up required (explain):

Date Resubmitted:
Date Approved:
Dedicated Irrigation Meter Required:
Meter sizing:

☐ Regional Water Efficient Landscape Ordinance
☐ Residential Outdoor Water Use Efficiency Checklist
☐ Water Efficient Landscape Worksheet
☐ Plant List
☐ Other:

☐ Drip irrigation
☐ Plant palette
☐ Grading
☐ Pool and/or spa cover
☐ Dedicated irrigation meter
☐ Other:

Comments:

Selected Definitions:

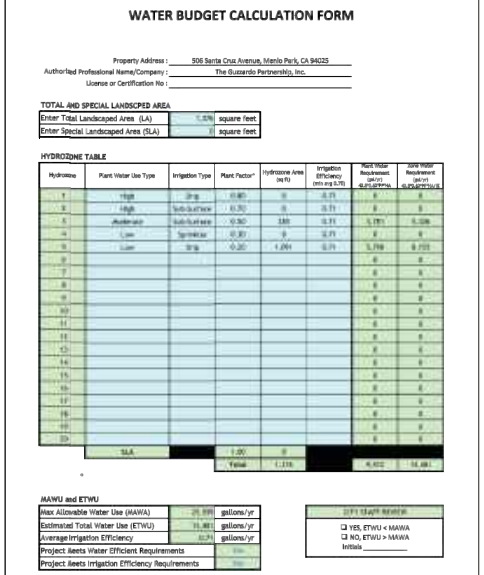
ETo: Reference evapotranspiration means the quantity of water evaporated from a large field of four- to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of estimating water budgets so that regional differences in climate can be accommodated.

SLA: Special Landscaped Area. Includes edible plants, areas irrigated with recycled water, surface water features using recycled water and areas dedicated to active play such as parks, sports fields, golf courses, and where turf provides a playing surface.

Professional: Professional is a "certified professional" or "authorized professional" that is a certified irrigation designer, a certified landscape irrigation auditor, a licensed landscape architect, a licensed landscape contractor, a licensed professional engineer, or any other person authorized by the state to design a landscape, an irrigation system, or authorized to complete a water budget, irrigation survey or irrigation audit.

Water Feature: A design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied).

[Agency Name, Address, Telephone#, Fax #]


WATER BUDGET CALCULATION FORM

Property Address: 506 Santa Cruz Avenue, Menlo Park, CA 94025
Authorized Professional Name/Company: The Guzzardo Partnership, Inc.
License or Certification No:

TOTAL AND SPECIAL LANDSCAPED AREA

Enter Total Landscaped Area (LA)	1,376	square feet
Enter Special Landscaped Area (SLA)	0	square feet

HYDROZONE TABLE

Hydrozone	Plant Water Use Type	Irrigation Type	Plant Factor*	Hydrozone Area (sq ft)	Irrigation Efficiency (min avg 0.75)	Plant Water Requirement (gal/yr)	Area Water Requirement (gal/yr)
1	High	Drip	0.60	0	0.71	0	0
2	High	Subsurface	0.70	0	0.71	0	0
3	Moderate	Subsurface	0.50	180	0.71	5,181	10,326
4	Low	Spray	0.30	0	0.71	0	0
5	Low	Drip	0.20	1,196	0.71	3,788	6,701
6						0	0
7						0	0
8						0	0
9						0	0
10						0	0
11						0	0
12						0	0
13						0	0
14						0	0
15						0	0
16						0	0
17						0	0
18						0	0
19						0	0
20						0	0
SLA			1.00	0			
			Totals	1,376		8,969	16,881

MAWU and ETWU

Max Allowable Water Use (MAWA)	25,999	gallons/yr
Estimated Total Water Use (ETWU)	16,881	gallons/yr
Average Irrigation Efficiency	0.71	gallons/yr
Project Meets Water Efficient Requirements	Yes	
Project Meets Irrigation Efficiency Requirements	Yes	

☐ YES, ETWU < MAWA
☐ NO, ETWU > MAWA
Initials _____

SHEET INDEX

L–1.1 General Notes and Legend
L–1.2 Planting Notes and Legend
L–1.3 Landscape Imagery

L–2.1 Conceptual Landscape Plan – Ground Level
L–2.2 Conceptual Landscape Plan – Level 2
L–2.4 Conceptual Landscape Plan – Level 4

L–3.1 Tree Disposition Plan

L–5.1 Irrigation Zone Diagram – Ground Level
L–5.2 Irrigation Zone Diagram – Level 2
L–5.4 Irrigation Zone Diagram – Level 4

L–6.1 Conceptual Details
L–6.2 Conceptual Details

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Menlo Park, CA

THE GUZZARDO PARTNERSHIP INC.
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LICENSED LANDSCAPE ARCHITECT — David Guzzardo — No. 2549 — Renewal 08/31/2019 — STATE OF CALIFORNIA

Issues/Revisions:

No.	Date	Description
	09/18/2017	Planning Submittal
1	12/01/2017	Planning Resubmittal
2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

General Notes and Legend

Date:

L1.1

of sheets this section
Project Number

PLANTING NOTES

THE FOLLOWING SIX (6) NOTES ARE FOR BIDDING PURPOSES ONLY

1. The contractor is required to submit plant quantities and unit prices for all plant materials as a part of the bid.
2. Assume 15 gallon plant for any unlabelled or un–sized tree; 5 gallon plant for any unlabelled or un–sized shrub; and 4" pots @ 12" o.c. (not flats) for any unlabelled ground cover. All planting beds, are to receive ground cover plant installation in addition to the shrubs and trees shown on the plans.
3. The planting areas shall be ripped to a depth of 8" to reduce compaction. The native subgrade soil shall be treated with 100 lbs of gypsum/1000 sf and leached to improve drainage and reduce the soil interface barrier. Contractor shall coordinate this work with other trades. This is subject to the final recommendations of the soils test (see below) and review by the Landscape Architect and the Owner.
4. All planting areas are to receive Super Humus Compost by BFI (408.945.2844; www.bfi.com) at the rate of 6 cubic yards/1000 square feet, evenly tilled 6" deep into the soil to finish grade. All planting areas shall have 6–20–20 Commercial Fertilizer at 25lbs/1000 square feet evenly distributed into the soil. This is subject to the final recommendations and review of the soils test (see below) by the Landscape Architect and the Owner.
5. Planting pits are to be backfilled with a mixture of 50% native soil and 50% amended native soil.
6. The General Contractor is to provide an agricultural suitabilities analysis for on–site rough graded soil and any imported topsoil. Recommendations for amendments contained in this analysis are to be carried out before planting occurs. Such changes are to be accompanied by equitable adjustments in the contract price if/when necessary. See specifications for testing procedure.
7. All work shall be performed by persons familiar with planting work and under supervisions of a qualified planting foreman.
8. Plant material locations shown are diagrammatic and may be subject to change in the field by the Landscape Architect before the maintenance period begins.
9. All trees are to be staked as shown in the staking diagrams.
10. All street trees to be installed in accordance with the standards and specifications of the City of Menlo Park. Contractor to verify tree species/cultivar specification(s) with City Arborist (or designated municipal authority) prior to acquisition and installation of all street trees. Contractor to obtain written, signed documentation from the City Arborist (or designated municipal authority) confirming the species/cultivar specification(s) to be installed including installation size and installation detailing.
11. Plant locations are to be adjusted in the field as necessary to screen utilities but not to block windows nor impede access. The Landscape Architect reserves the right to make minor adjustments in tree locations after planting at no cost to the Owner. All planting located adjacent to signs shall be field adjusted so as not to interfere with visibility of the signs.
12. The Landscape Architect reserves the right to make substitutions, additions, and deletions in the planting scheme as felt necessary while work is in progress. Such changes are to be accompanied by equitable adjustments in the contract price if/when necessary and subject to the Owner's approval.
13. All planting areas, shall be top–dressed with a 3" layer of recycled wood mulch, "Prochip" by BFI (408.888.7632; www.bfi.com) or equal. This shall include all pre–cast planter pots. Mulch shall be Brown in color. Submit sample to Landscape Architect for review prior to ordering. Hold all mulch six (6) inches from all plants where mulch is applied over the rootball.
14. All street trees to be installed in accordance with the standards and specifications of the City of Menlo Park, California.
15. Trees shall be planted to anticipate settlement.
16. Plant material requiring iron supplements shall have chelated iron foliar feeding applications per manufacturer's specifications. See specifications for materials.
17. All trees noted with 'deep root' and those planted within 5'–0" of concrete paving, curbs, and walls shall have deep root barriers installed per manufacturer's specifications. See specifications for materials.
18. Ground cover shall be planted as shown on the plan, including under shrubs and in tree watering basins.
19. The Landscape Contractor shall arrange with a nursery to secure plant material noted on the drawings and have those plants available for review by the Owner and Landscape Architect within thirty (30) days of award of contract. The Contractor shall purchase the material and have it segregated and grown for the job upon approval of the plant material. The deposit necessary for such contract growing is to be born by the Contractor.
20. The project has been designed to make efficient use of water through the use of drought tolerant plant materials. Deep rooting shall be encouraged by deep watering plant material as a part of normal landscape maintenance. The irrigation for all planting shall be limited to the amount required to maintain adequate plant health and growth. Water usage should be decreased as plants mature and become established. The irrigation controllers shall be adjusted as necessary to reflect changes in weather and plant requirements.
21. The Landscape Contractor shall verify the location of underground utilities and bring any conflicts with plant material locations to the attention of the Landscape Architect for a decision before proceding with the work. Any utilities shown on the Landscape drawings are for reference and coordination purposes only. See Civil Drawings.
22. The design intent of the planting plan is to establish an immediate and attractive mature landscape appearance. Future plant growth will necessitate trimming, shaping and, in some cases, removal of trees and shrubs as an on–going maintenance procedure.

PLANT SPACING DIAGRAM

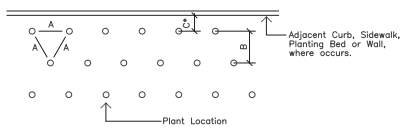

Diagram for use when plants are spaced equidistant from each other as in all ground cover plantings and massed shrub plantings

PLANT CALLOUT SYMBOL

PLANT QUANTITY DIAGRAM

SPACING 'A'	SPACING 'B'	SPACING 'C'	NO. OF PLANTS/SQUARE FOOT
6" O.C.	5.20"	2.60"	4.60
8" O.C.	6.93"	3.47"	2.60
9" O.C.	7.79"	3.90"	1.78
10" O.C.	8.66"	4.33"	1.66
12" O.C.	10.40"	5.20"	1.15
15" O.C.	13.00"	6.50"	0.74
18" O.C.	15.60"	7.80"	0.51
24" O.C.	20.80"	10.40"	0.29
30" O.C.	26.00"	13.00"	0.18
36" O.C.	30.00"	15.00"	0.12
48" O.C.	40.00"	20.00"	0.07
72" O.C.	62.35"	31.18"	0.04

See Plant Spacing Diagram for maximum triangular spacing 'A'. This chart is to be used to determine number of ground cover required in a given area and spacing between shrub massings. Where shrub massings are shown, calculate shrub mass areas before utilizing spacing chart to determine plant quantities.

* Where curb, sidewalk, adjacent planting bed or wall condition occurs, utilize spacing 'C' to determine plant distance from wall, sidewalk, adjacent planting bed or back of curb, where C=1/2 B.

IRRIGATION NOTES

1. All planting areas are to be irrigated with an approved automatic underground irrigation system, utilizing a dedicated irrigation water meter, backflow devices, point source irrigation emitters, in accordance with the City of Menlo Park Landscape Outdoor Water Use Efficiency Checklist. Potable irrigation water will be delivered by drip irrigation devices. The system shall be designed to make efficient use of water through conservation techniques, and be in compliance with resolution 6261, as required by the State of California.
2. An application and detailed landscape irrigation plan will be submitted with the building permit submittal package. All planting and irrigation will be in compliance with the city's Water Efficient Landscape Ordinance.
3. Irrigation Controllers shall use weather sensing technology to automatically adjust the irrigation system operation in response to real–time landscape planting demands and daily changes in weather conditions.
4. Irrigation Valves shall be aligned with planting types, sun exposure and soil conditions to allow for efficient use of irrigation water in accordance with plant material irrigation requirements, as reflected in the Hydrozone requirements.
5. Landscape Trees, Shrubs, Groundcovers have been selected to include Native California Plants, and Mediterranean Climate drought tolerant plant species for the project.
6. Landscape and Irrigation Plans, with a Project Compliance Checklist, will be submitted with the Building Permit Application, which will document the landscape and planting design specifications in compliance with the City Ordinances.
7. The final construction documents will provide the contractor with an understanding of the design intent for the maintenance of the planting areas regarding care and pruning of the site. The maintenance contractor shall furnish all labor, equipments, materials and supervision required to properly maintain the landscaped areas in an attractive condition and as described in the project maintenance specifications.
8. Street Trees to be irrigated by on site system.

PLANTING PALETTE

TREES							
KEY	SIZE	BOTANICALNAME	COMMONNAME	CULTIVAR	COMMENTS		WUCOLS
PLA ACE	36" Box	Platanus acerifolia 'Columbia'	Columbia Sycamore				M
LOP CON	36" Box	Tristania conferta	Brisbane Box				L
QUE KEL	36" Box	Quercus kelloggii	California Black Oak				L
SHRUBS / GRASSES / GROUNDCOVERS							
KEY	SIZE	BOTANICALNAME	COMMONNAME	CULTIVAR	COMMENTS	SPACING	WUCOLS
ANI	5 gallon	Anigozanthos 'Bush Baby'	Dwarf Kangaroo Paw			one on each pot	L
BUX	5 gallon	Buxux microphylla japonica	Japanese Boxwood			one on each pot	M
CHO	5 gallon	Chonderopetalum tectorum	Cape Rush			36" o.c.	L
DIB	5 gallon	Dietes bicolor	Butterfly Flag			24" o.c.	L
LOM	5 gallon	Lomandra longifolia Breeze	Dwarf Mat Rush			30" o.c.	L
NAT	5 gallon	Nassella tenuissima	Mexican Feather Grass			one on each pot	L
PRU	5 gallon	Prunus caroliniana	Cherry Laurel			48" o.c.	M
SAL	5 gallon	Salvia officinalis	Common Sage			24" o.c.	L
SED	1 gallon	Sedum supestre 'Angelina'	Angelina Stonecrop			12" o.c.	L
SEC	1 gallon	Senecio cineraria	Dusty Miller			12" o.c.	M
SEM	1 gallon	Sempervivum	Hens and Chicks			12" o.c.	L
VINES							
CLY	5 gallon	Ciytostoma callistegioides	Violet Trumpet Vine			36" o.c.	M
ROS	5 gallon	Rosa banksiae 'Lutea'	Banksia Rose			36" o.c.	M
NOTE: WUCOLS value (Water Use Classification of Landscape Species) per WUCOLS IV, 2014 edition							

LANDSCAPE ORDINANCE COMPLIANCE STATEMENT

I have complied with the criteria of the Water Conservation in Landscaping Ordinance and have applied them for the efficient use of water in the Landscape and Irrigation Design Plan.

Gary D. Laymon
Landscape Architect
License #2397

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Issues/Revisions:

No.	Date	Description
	09/18/2017	Planning Submittal
1	12/01/2017	Planning Resubmittal
2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

Planting Notes and Legend

Date:

L1.2

of sheets this section

Project Number

Accent Stone Paving at Entrance

16" Wide Brick Paving

Integral Color Concrete to Match Existing

Autocourt Paving

Natural Gray Color Concrete to Match Existing

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No.	Date	Description
	09/18/2017	Planning Submittal
1	12/07/2017	Planning Resubmittal
2	03/19/2018	Planning Resubmittal
3	06/19/2018	Planning Resubmittal

Landscape Imagery

Date:

L1.3

Sheet No.
Project Number

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2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal
	05/03/2018	Planning Resubmittal

Conceptual Landscape Plan - Ground Level

L2.1

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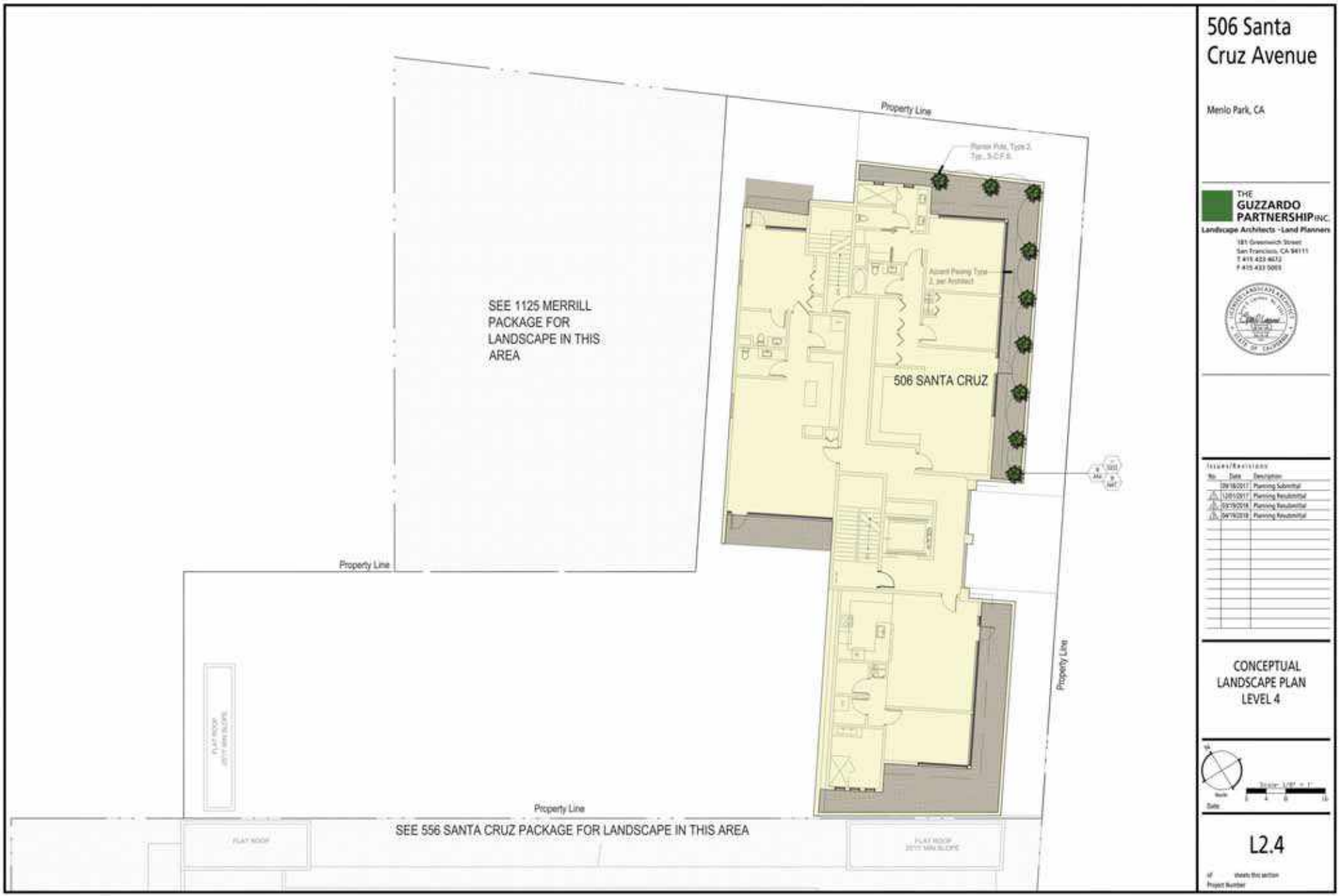
2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

CONCEPTUAL LANDSCAPE PLAN LEVEL 2

Date

L2.2

of sheets this section
Project Number



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Issues/Revisions

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	09/18/2017	Planning Submittal
1	12/01/2017	Planning Resubmittal
2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

CONCEPTUAL LANDSCAPE PLAN LEVEL 4

Date:

L2.4

of sheets this section
Project Number

TREE DISPOSITION LEGEND

KEY	DESCRIPTION	QUANTITY
	EXISTING TREE TO REMAIN	0
	EXISTING HERITAGE TREE TREE TO REMAIN	0
	EXISTING TREE TO BE TRANSPLANTED	0
	HERITAGE TREES TO BE REMOVED	3
	EXISTING TREES TO BE REMOVED	3

NOTE:

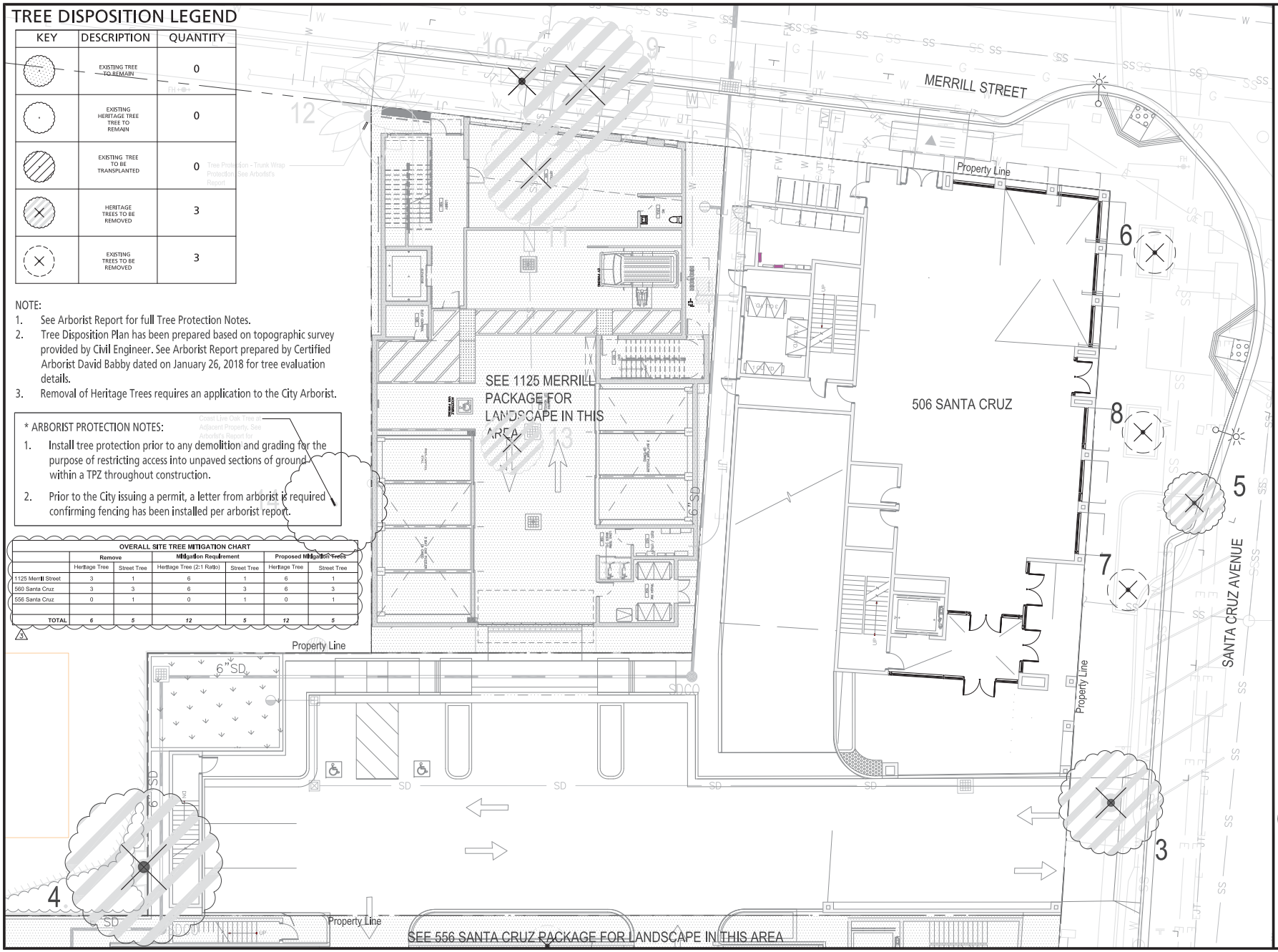
1. See Arborist Report for full Tree Protection Notes.
2. Tree Disposition Plan has been prepared based on topographic survey provided by Civil Engineer. See Arborist Report prepared by Certified Arborist David Babby dated on January 26, 2018 for tree evaluation details.
3. Removal of Heritage Trees requires an application to the City Arborist.

* ARBORIST PROTECTION NOTES:

1. Install tree protection prior to any demolition and grading for the purpose of restricting access into unpaved sections of ground within a TPZ throughout construction.
2. Prior to the City issuing a permit, a letter from arborist is required confirming fencing has been installed per arborist report.

OVERALL SITE TREE MITIGATION CHART

	Remove		Mitigation Requirement		Proposed Mitigation Trees	
	Heritage Tree	Street Tree	Heritage Tree (2:1 Ratio)	Street Tree	Heritage Tree	Street Tree
1125 Merrill Street	3	1	6	1	6	1
560 Santa Cruz	3	3	6	3	6	3
556 Santa Cruz	0	1	0	1	0	1
TOTAL	6	5	12	5	12	5



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2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

Tree Disposition Plan

North

Scale: 1/8" = 1'

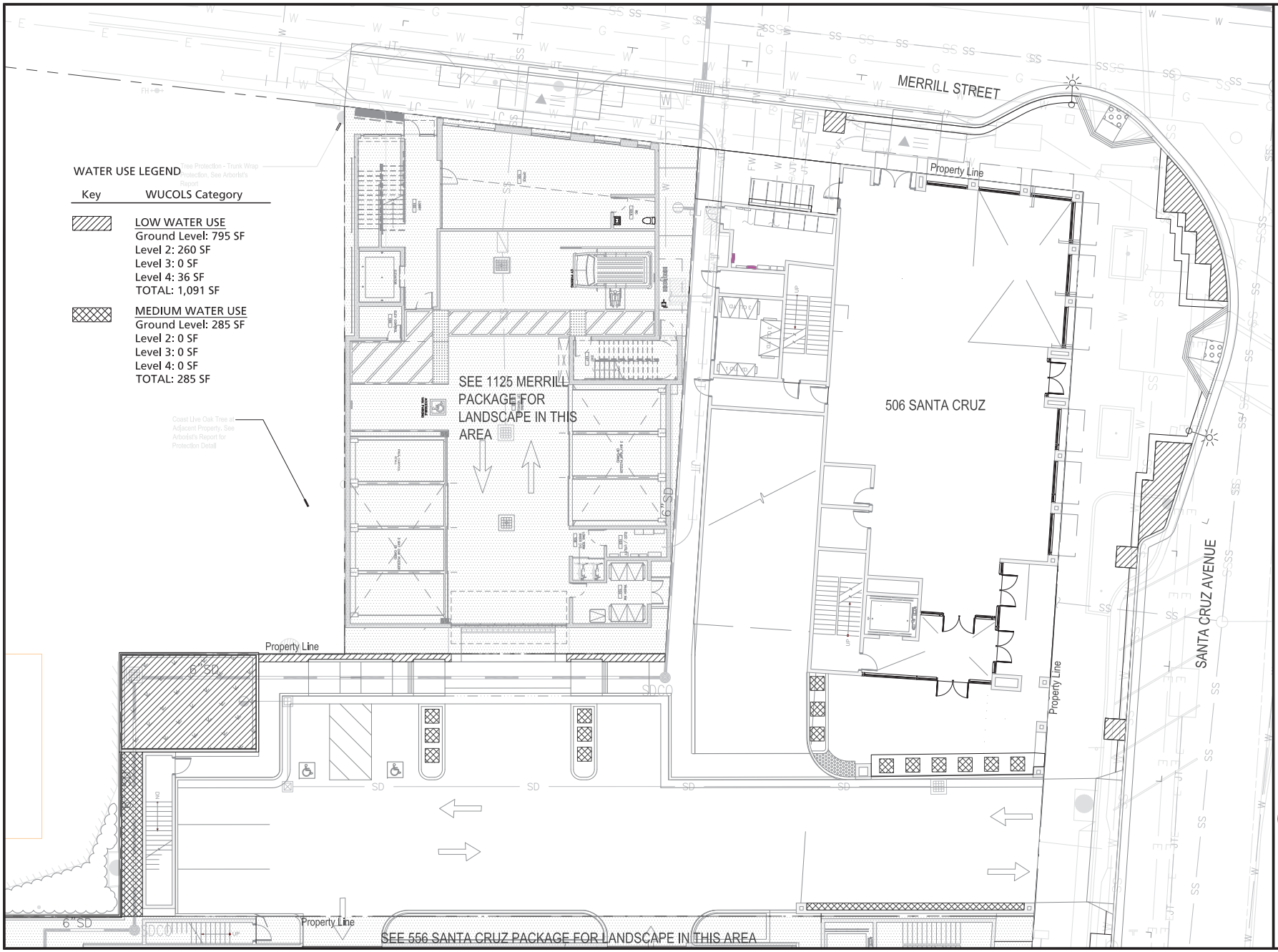
0 4 8 16

Date:

L3.1

of sheets this section

Project Number



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2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

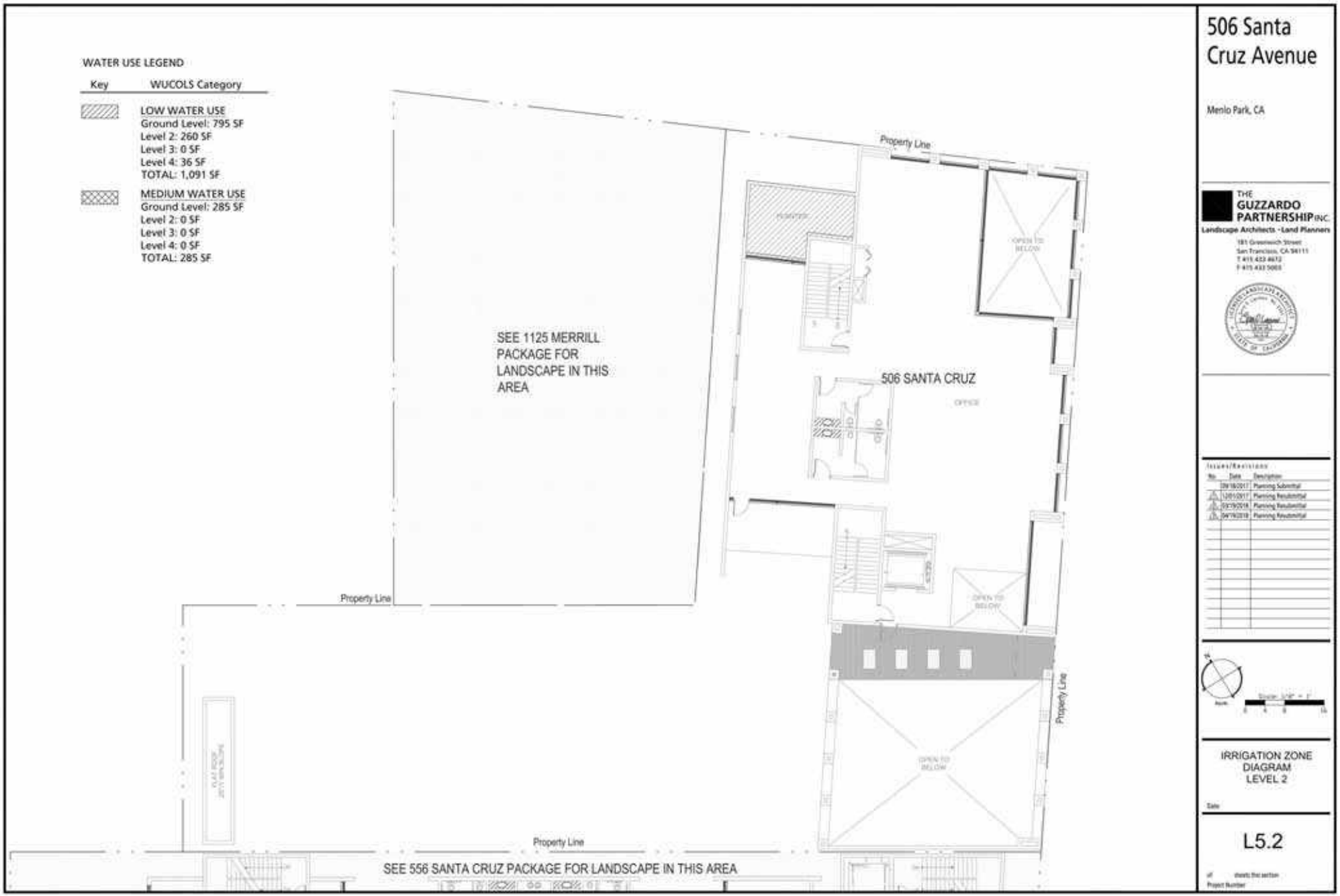
IRRIGATION ZONE DIAGRAM GROUND LEVEL

Scale: 1/8" = 1'
0 4 8 16
North

Date:

L5.1

of sheets this section
Project Number


WATER USE LEGEND
Key
WUCOLS Category
LOW WATER USE
Ground Level: 795 SF
Level 2: 260 SF
Level 3: 0 SF
Level 4: 36 SF
TOTAL: 1,091 SF
MEDIUM WATER USE
Ground Level: 285 SF
Level 2: 0 SF
Level 3: 0 SF
Level 4: 0 SF
TOTAL: 285 SF
SEE 1125 MERRILL PACKAGE FOR LANDSCAPE IN THIS AREA
506 SANTA CRUZ
Property Line
Property Line
Property Line
Property Line
SEE 556 SANTA CRUZ PACKAGE FOR LANDSCAPE IN THIS AREA
506 Santa Cruz Avenue
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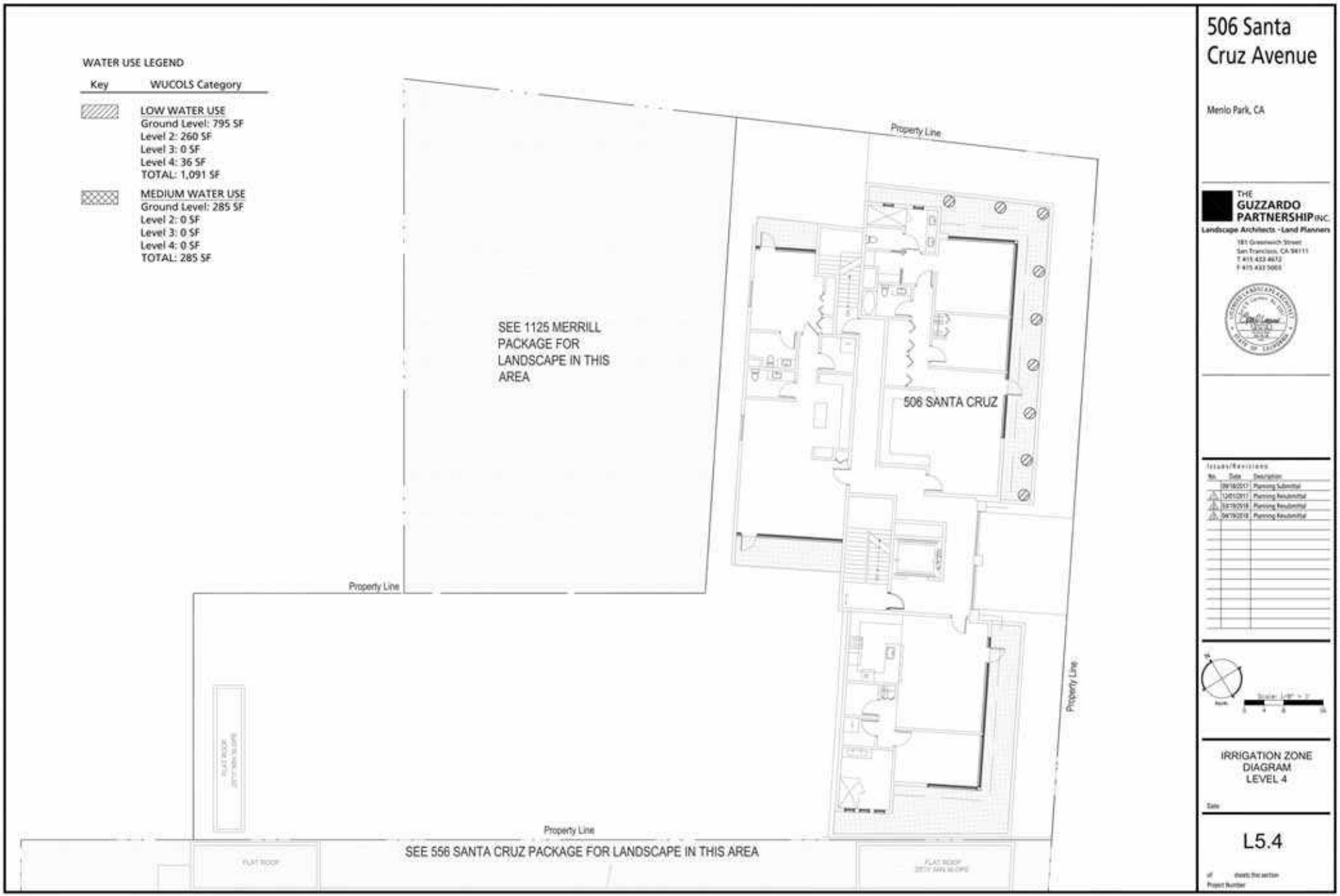
03/19/2018 Planning Resubmittal
04/19/2018 Planning Resubmittal
IRRIGATION ZONE DIAGRAM LEVEL 2
Date
L5.2
Project Number


WATER USE LEGEND
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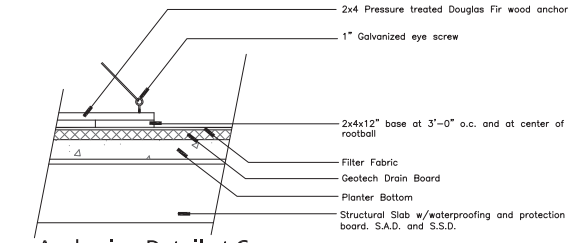
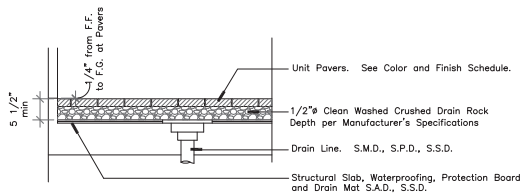
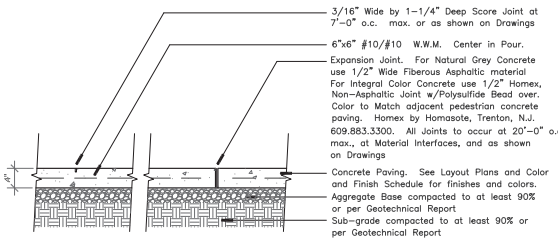
Level 2: 260 SF
Level 3: 0 SF
Level 4: 36 SF
TOTAL: 1,091 SF
MEDIUM WATER USE
Ground Level: 285 SF
Level 2: 0 SF
Level 3: 0 SF
Level 4: 0 SF
TOTAL: 285 SF
SEE 1125 MERRILL PACKAGE FOR LANDSCAPE IN THIS AREA
506 SANTA CRUZ
Property Line
Property Line
Property Line
Property Line
SEE 556 SANTA CRUZ PACKAGE FOR LANDSCAPE IN THIS AREA
FLAT ROOF
FLAT ROOF
506 Santa Cruz Avenue
Menlo Park, CA
THE GUZZARDO PARTNERSHIP INC.
Landscape Architects - Land Planners
181 Greenwich Street
San Francisco, CA 94111
T 415 433 4672
F 415 433 5065
Issues/Revisions
No. Date Description
09/18/2017 Planning Submittal
12/01/2017 Planning Resubmittal
04/19/2018 Planning Resubmittal
04/19/2018 Planning Resubmittal
IRRIGATION ZONE DIAGRAM LEVEL 4
Date
L5.4
of sheets this section
Project Number



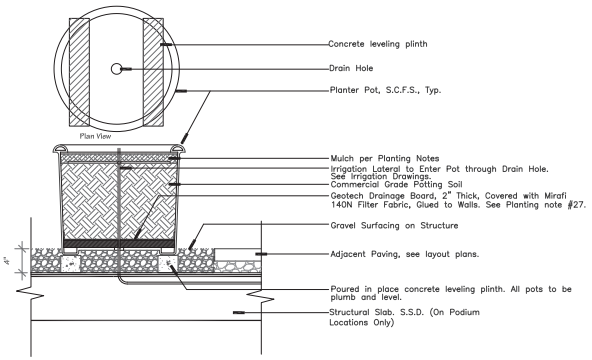
7 Anchoring Detail at Corners
Scale: 1" = 1'-0"



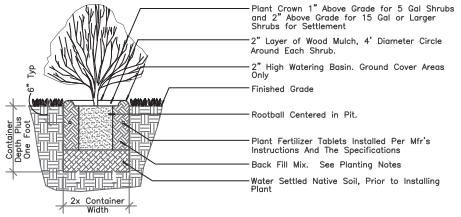
4 Accent Paver On-Structure
Scale: 1/2" = 1'-0"



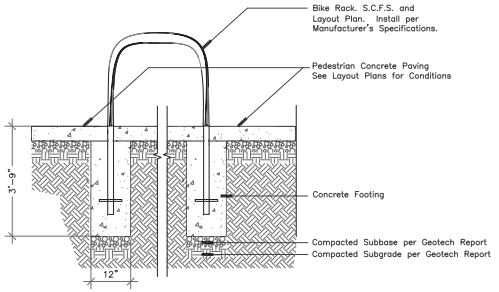
1 Pedestrian Concrete Paving
Scale: 1" = 1'-0"

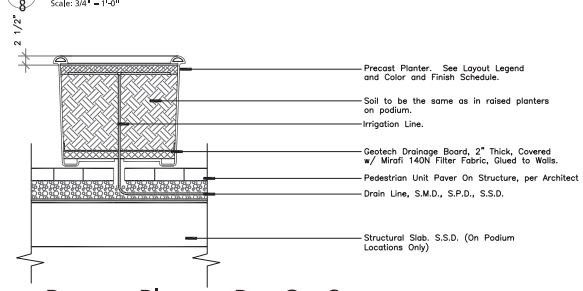


8 Pre-Cast Planter Pot in Gravel On-Structure
Scale: 3/4" = 1'-0"

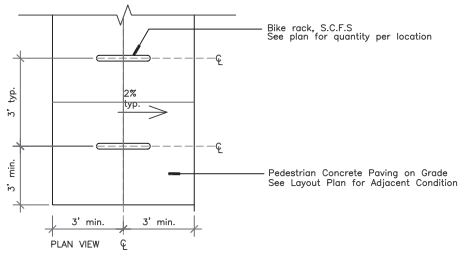


5 Shrub Planting Detail
Not to Scale

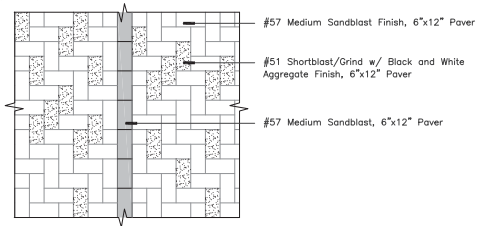




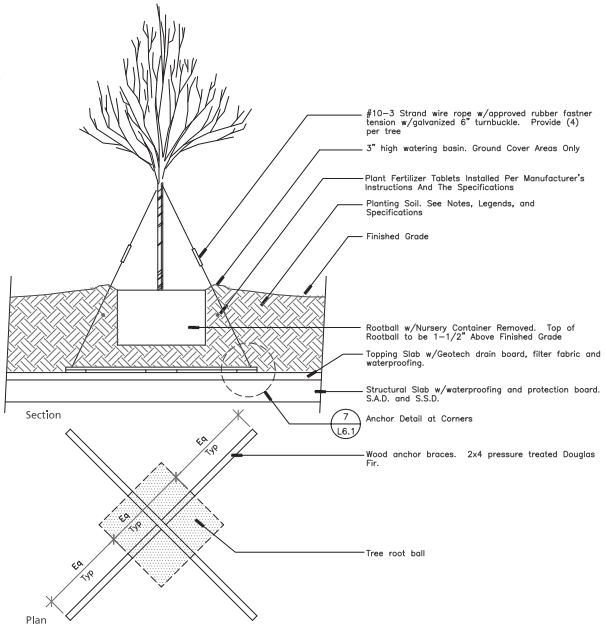
9 Precast Planter Pot On-Structure
Scale: 3/4"=1'-0"



2 Bike Rack
Scale: 1/2"=1'-0"



10 Autocourt Paving Enlargement
1/4"=1'-0"



6 Tree Guying - On-Structure
Scale: 3/8" = 1'-0"

3 NOT TO USE

506 Santa Cruz Avenue

Menlo Park, CA

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Issues/Revisions:

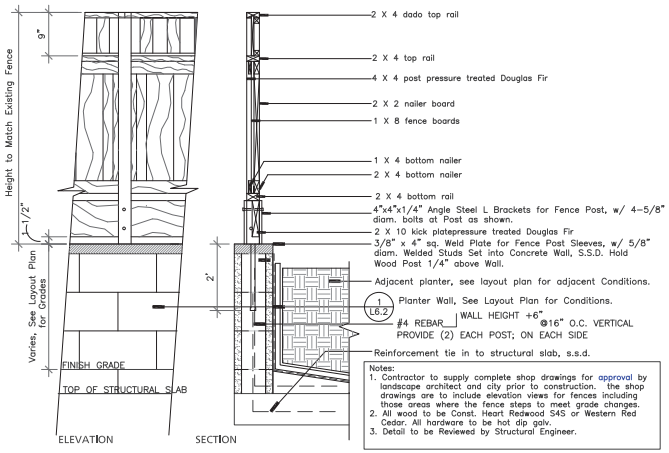
No.	Date	Description
	09/18/2017	Planning Submittal
1	12/01/2017	Planning Resubmittal
2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

Conceptual Details

Date:

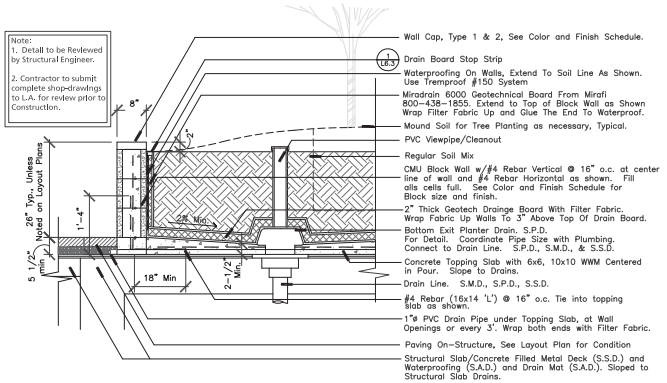
L6.1

of sheets this section
Project Number



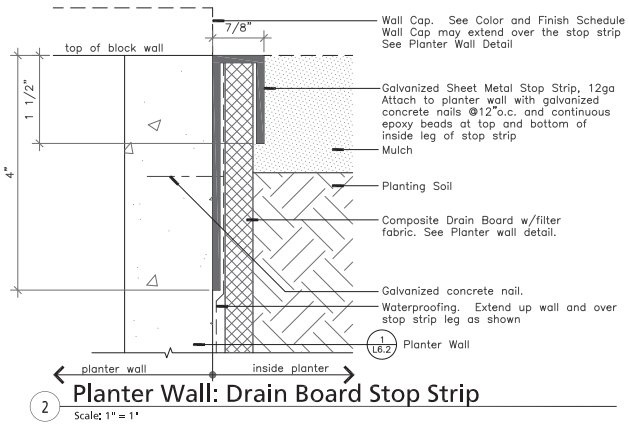
3 Good Neighbor Fence on Planter Wall

Scale: 1" = 1'-0"



1 CMU Planter Wall on Structure, Typ. 26" Tall

Scale: 3/4"=1'-0"



2 Planter Wall: Drain Board Stop Strip

Scale: 1" = 1'

506 Santa Cruz Avenue

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LICENSED LANDSCAPE ARCHITECT — Gary D. Guzzardo No. 2350 — Renewal 08/31/2019 — STATE OF CALIFORNIA

Issues/Revisions:

No.	Date	Description
	09/18/2017	Planning Submittal
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2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

Conceptual Details

Date:

L6.2

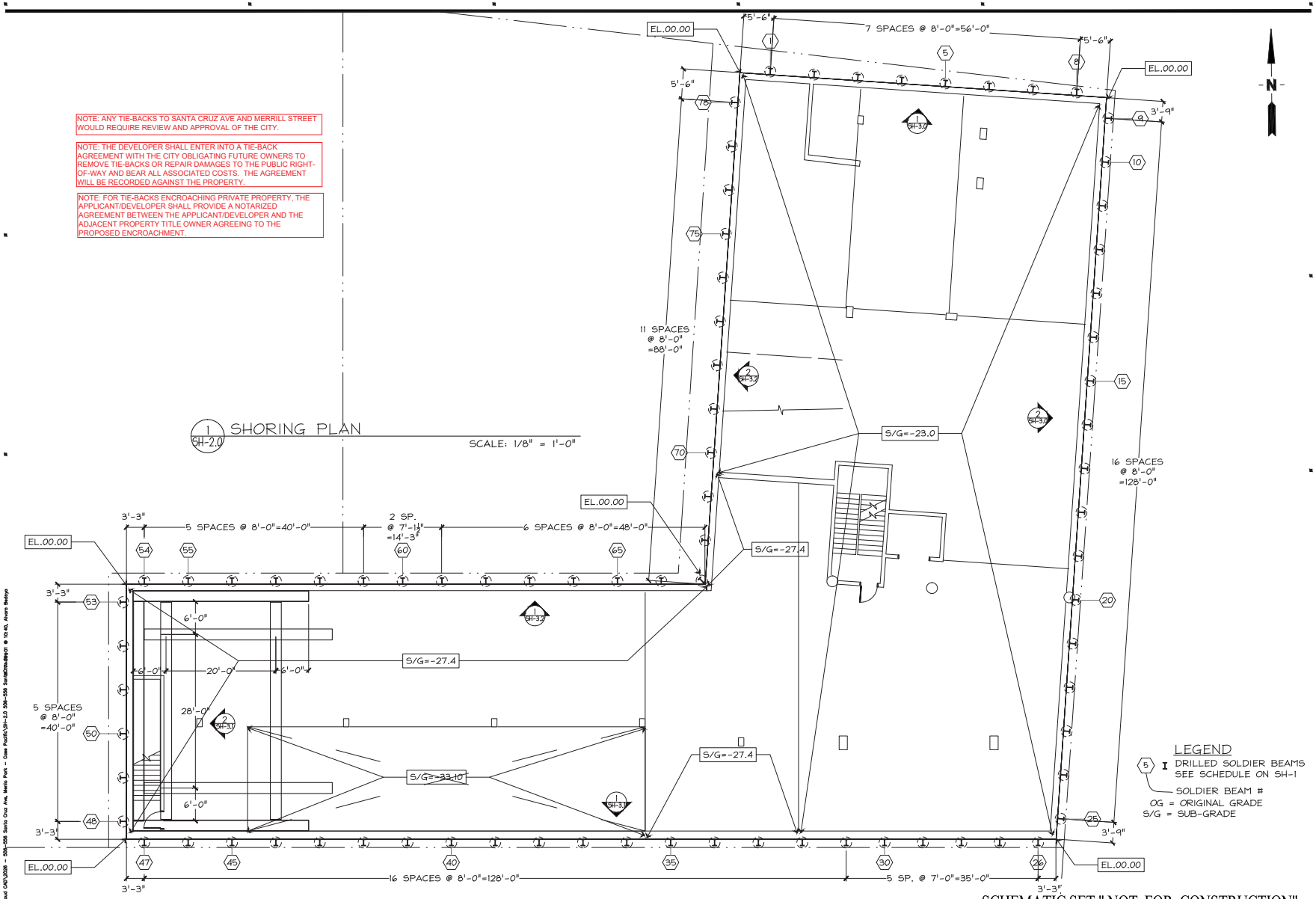
of sheets this section

Project Number

NOTE: ANY TIE-BACKS TO SANTA CRUZ AVE AND MERRILL STREET WOULD REQUIRE REVIEW AND APPROVAL OF THE CITY.

NOTE: THE DEVELOPER SHALL ENTER INTO A TIE-BACK AGREEMENT WITH THE CITY OBLIGATING FUTURE OWNERS TO REMOVE TIE-BACKS OR REPAIR DAMAGES TO THE PUBLIC RIGHT-OF-WAY AND BEAR ALL ASSOCIATED COSTS. THE AGREEMENT WILL BE RECORDED AGAINST THE PROPERTY.

NOTE: FOR TIE-BACKS ENCROACHING PRIVATE PROPERTY, THE APPLICANT/DEVELOPER SHALL PROVIDE A NOTARIZED AGREEMENT BETWEEN THE APPLICANT/DEVELOPER AND THE ADJACENT PROPERTY TITLE OWNER AGREEING TO THE PROPOSED ENCROACHMENT.



1 SHORING PLAN
5H-2.0
SCALE: 1/8" = 1'-0"

- SCHEMATIC SET " NOT FOR CONSTRUCTION" -

506-556
SANTA CRUZ
AVENUE

MENLO PARK
CALIFORNIA

TEMPORARY
RETAINING
WALL
DESIGN

Developer:

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Shoring Contractor:

--

SPI CONSULTING
ENGINEERS, INC.
971 DEWING AVENUE
SUITE 201
LAFAYETTE,CA. 94549
TEL: (925) 299-1341
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REGISTERED PROFESSIONAL ENGINEER
ANTONY F. TINTINAGO
No. C 34845
Exp. 9/2019
CIVIL
STATE OF CALIFORNIA

NO	Date	Revision/Issue

Project Number	Scale
2026	AS NOTED
Drawn by	Checked by
AB	SI-KC

DATE: SEP 1, 2017

SHORING
PLAN

SH-2.0

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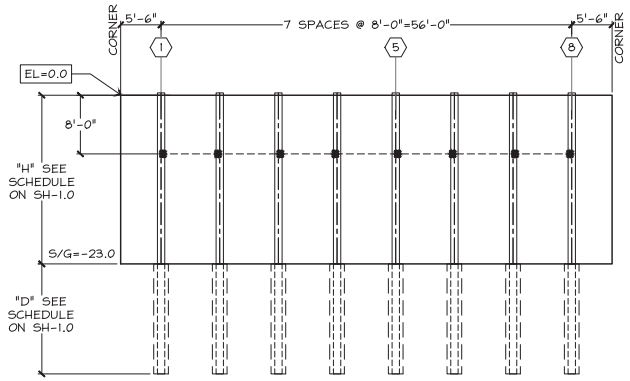
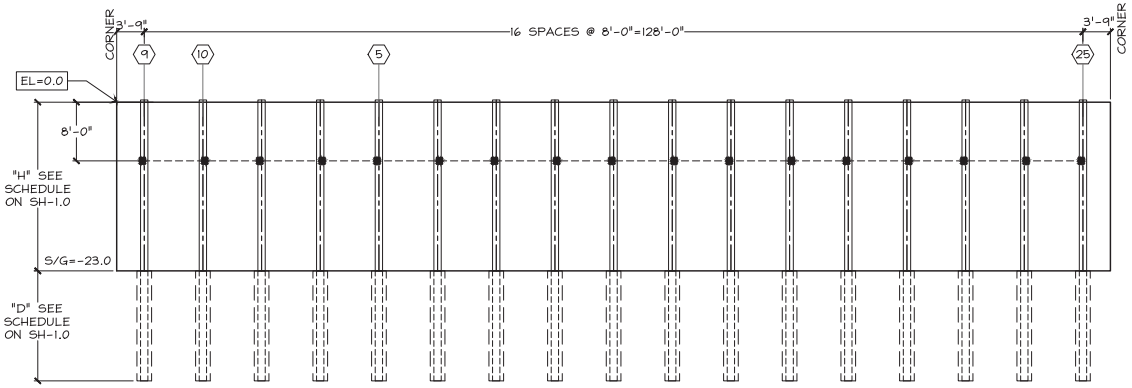


1 SHORING ELEVATION
SH-3.0
SCALE: 1/8" = 1'-0"



2 SHORING ELEVATION
SH-3.0
SCALE: 1/8" = 1'-0"

LEGEND
- SURVEY MONITORING POINT
- S/G = SUBGRADE
- 10 SOLDIER BEAM #
- S/G = SUB-GRADE
- TIEBACK

- SCHEMATIC SET " NOT FOR CONSTRUCTION" -

506-556
SANTA CRUZ
AVENUE

MENLO PARK
CALIFORNIA

TEMPORARY
RETAINING
WALL
DESIGN

Developer:

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Shoring Contractor:

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SPI CONSULTING
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REGISTERED PROFESSIONAL ENGINEER
SANTOSH P. TIWARI
No. C 34845
Exp. 9/2019
CIVIL
STATE OF CALIFORNIA

No	Date	Revision/Issue

Project Number	Scale
2026	AS NOTED
Drawn by	Checked by
AB	SI-KC

DATE: SEP 1, 2017

SHORING
ELEVATIONS

SH-3.0

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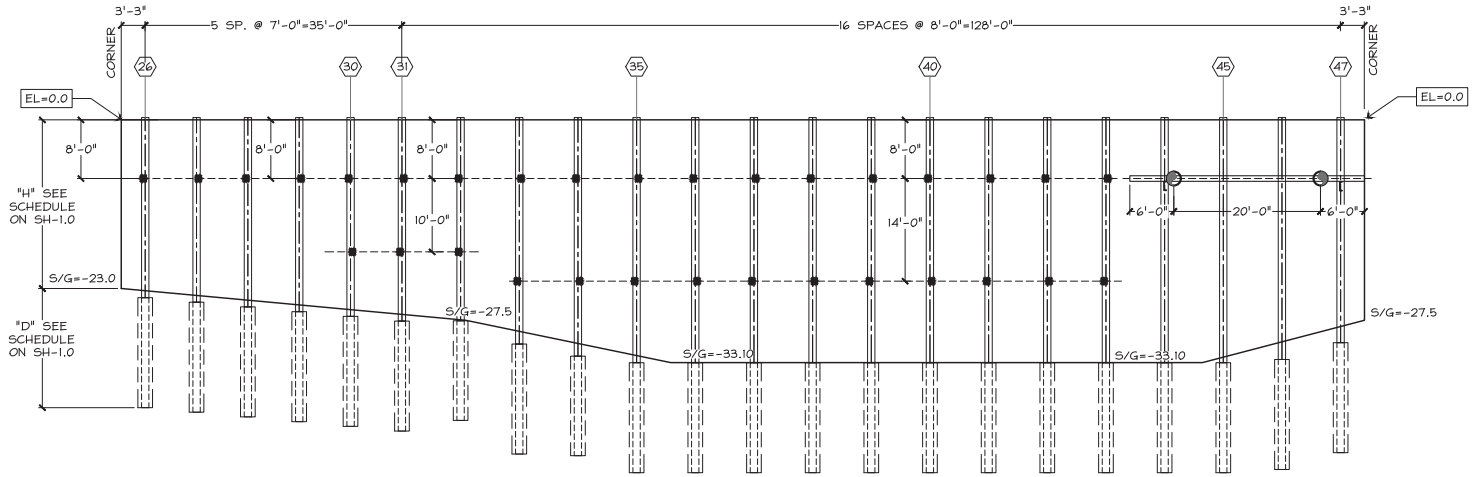
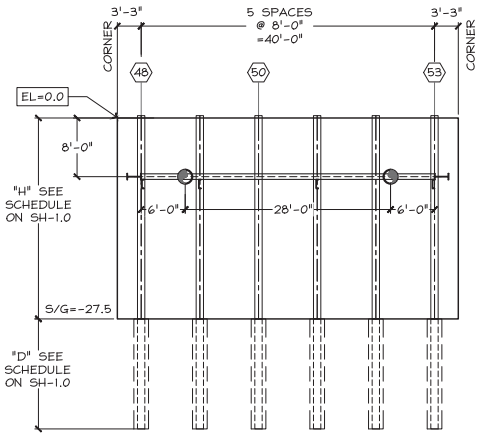


1 SH-3.1 SHORING ELEVATION

SCALE: 1/8" = 1'-0"



2 SH-3.1 SHORING ELEVATION

SCALE: 1/8" = 1'-0"

LEGEND

- SURVEY MONITORING POINT
- S/G = SUBGRADE
- 10 SOLDIER BEAM #
- S/G = SUB-GRADE
- TIEBACK

- SCHEMATIC SET " NOT FOR CONSTRUCTION" -

506-556 SANTA CRUZ AVENUE

MENLO PARK CALIFORNIA

TEMPORARY RETAINING WALL DESIGN

Developer:

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--

Shoring Contractor:

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SPI CONSULTING ENGINEERS, INC.
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TEL: (925) 299-1341
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REGISTERED PROFESSIONAL ENGINEER SANTOSH P. TIWARI No. C 34845 Exp. 9/2019 CIVIL STATE OF CALIFORNIA

NO	Date	Revision/Issue

Project Number	Scale
2026	AS NOTED
Drawn by	Checked by
AB	SI-KC

DATE: SEP 1, 2017

SHORING ELEVATIONS

SH-3.1

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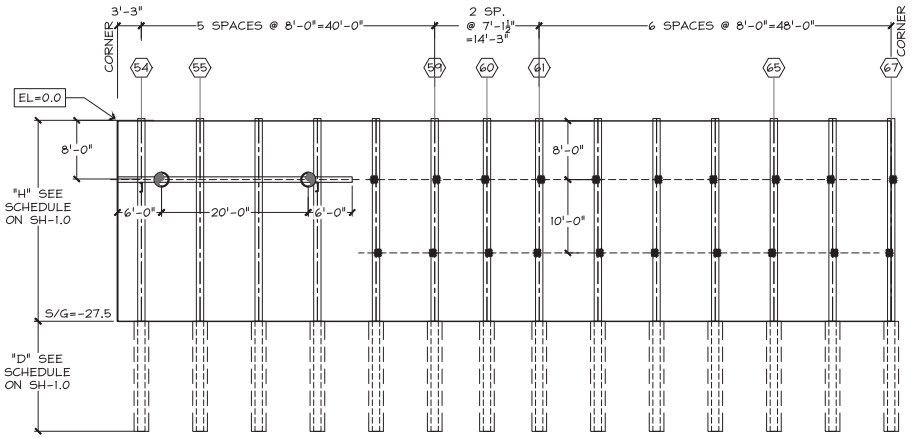

1 SH-3.2 SHORING ELEVATION
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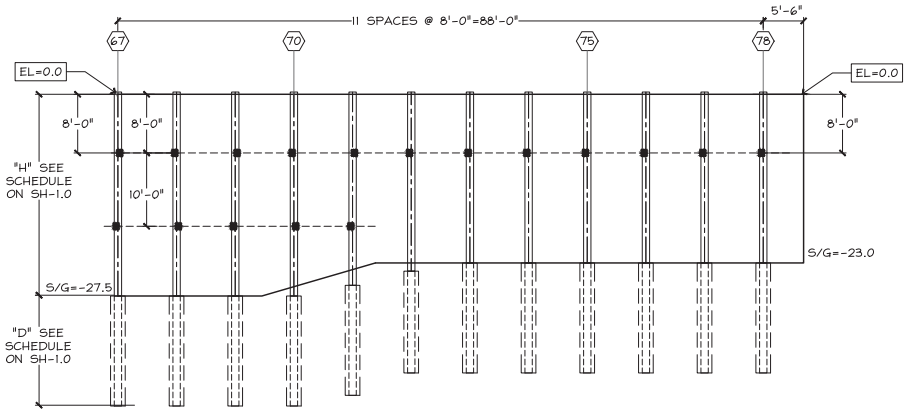
SCALE: 1/8" = 1'-0"



2 SH-3.2 SHORING ELEVATION
--
SCALE: 1/8" = 1'-0"

LEGEND
- SURVEY MONITORING POINT
- S/G = SUBGRADE
- 10 SOLDIER BEAM #
- S/G = SUB-GRADE
- TIEBACK

- SCHEMATIC SET " NOT FOR CONSTRUCTION" -

506-556 SANTA CRUZ AVENUE

MENLO PARK CALIFORNIA

TEMPORARY RETAINING WALL DESIGN

Developer:
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--

Shoring Contractor:
--

SPI CONSULTING ENGINEERS, INC.
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FAX: (925) 299-1346

REGISTERED PROFESSIONAL ENGINEER ANTHONY P. TINTARI No. C 34845 Exp. 9/2019 CIVIL STATE OF CALIFORNIA

NO	Date	Revision/Issue

Project Number	Scale
2026	AS NOTED
Drawn by	Checked by
AB	SI-KC

DATE: SEP 1, 2017

SHORING ELEVATIONS

SH-3.2

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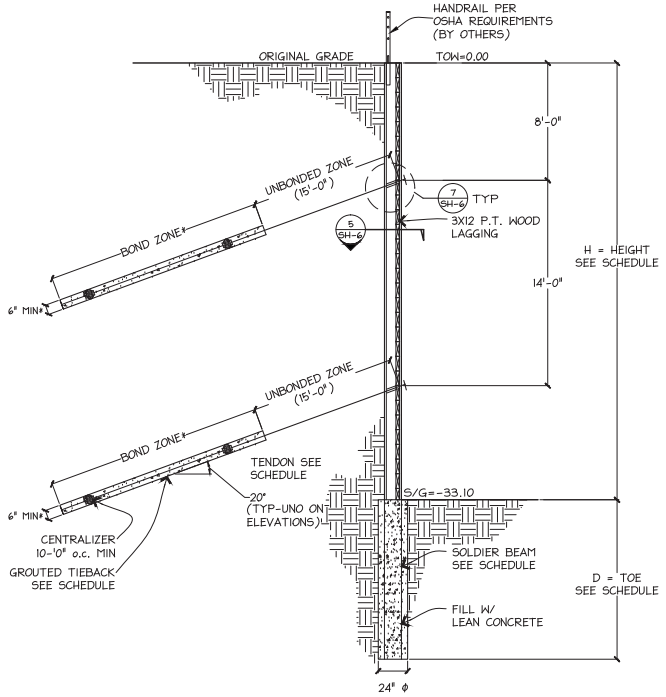
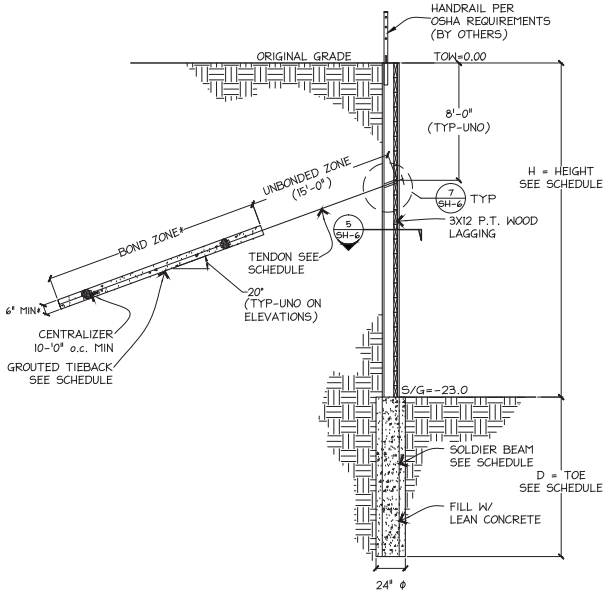


2 SH-4 TYPICAL SECTION TWO LEVEL TIEBACK

SCALE: ¼" = 1'-0"



1 SH-4 TYPICAL SECTION ONE LEVEL TIEBACK

SCALE: ¼" = 1'-0"

- SCHEMATIC SET " NOT FOR CONSTRUCTION" -

506-556
SANTA CRUZ
AVENUE

MENLO PARK
CALIFORNIA

TEMPORARY
RETAINING
WALL
DESIGN

Developer:

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Shoring Contractor:

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SPI CONSULTING
ENGINEERS, INC.
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FAX: (925) 299-1346

REGISTERED PROFESSIONAL ENGINEER
SALVATORE F. INTERDONATO
No. C34845
Exp. 9/2019
CIVIL
STATE OF CALIFORNIA

No	Date	Revision/Issue

Project Number	Scale
2026	AS NOTED
Drawn by	Checked by
AB	SI-KC

DATE: SEP 1, 2017

SECTIONS

SH-4.0

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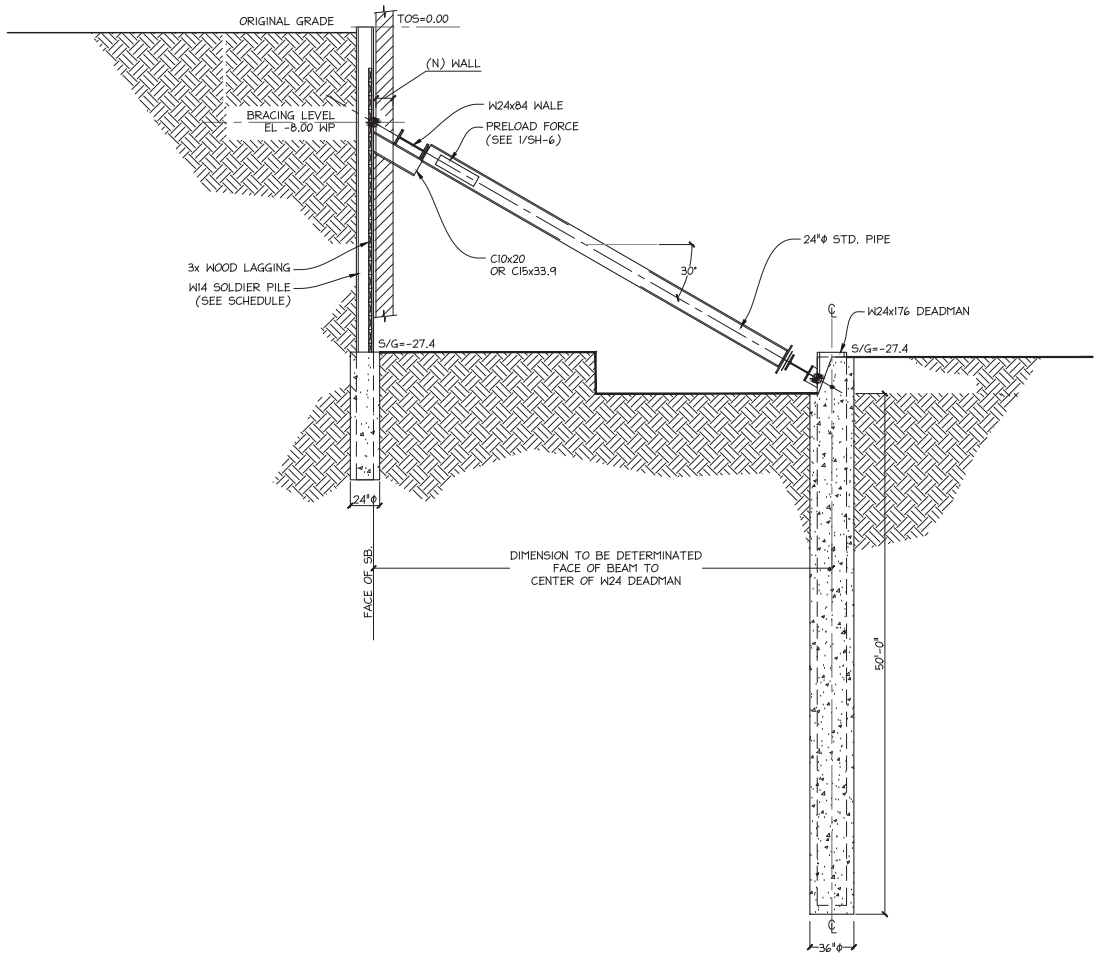

1 / SH-4.1 SECTION @ ONE LEVEL BRACING @ SB 48-53

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

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506-556
SANTA CRUZ
AVENUE

MENLO PARK
CALIFORNIA

TEMPORARY
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DESIGN

Developer:

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Shoring Contractor:

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REGISTERED PROFESSIONAL ENGINEER
SHIVASHANKAR P. KATTHER
No. C 34845
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CIVIL
STATE OF CALIFORNIA

No	Date	Revision/Issue

Project Number	Scale
2026	AS NOTED
Drawn by	Checked by
AB	SI-KC

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SECTION

SH-4.1

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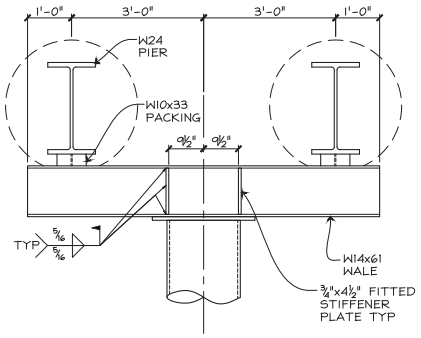
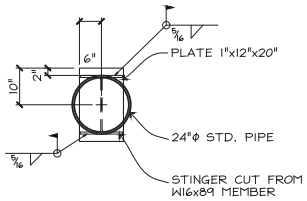


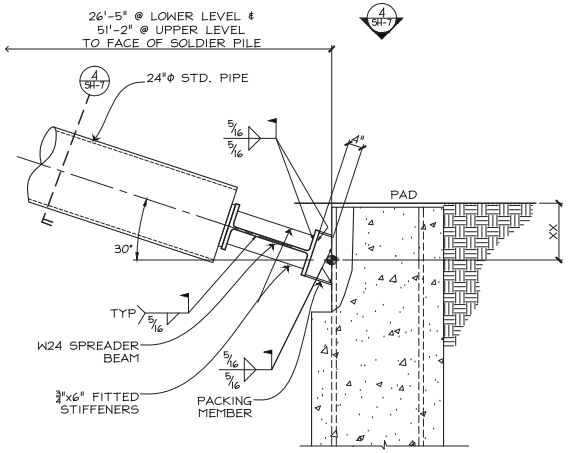
4 / 5H-7 THRUST BLOCK DETAIL

¾" = 1'-0"



5 / 5H-7 STINGER DETAIL

SCALE: ¾"=1'-0"



7 / 5H-7 THRUST PIER SECTION

¾" = 1'-0"

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506-556
SANTA CRUZ
AVENUE

MENLO PARK
CALIFORNIA

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Developer:

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Shoring Contractor:

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REGISTERED PROFESSIONAL ENGINEER
SHAHRAM F. ALIABADI
No. C 34845
Exp. 9/2019
CIVIL
STATE OF CALIFORNIA

No	Date	Revision/Issue

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AB	SI-KC

DATE: SEP 1, 2017

INTERNAL
BRACING
DETAILS
1 OF 2

SH-6.0

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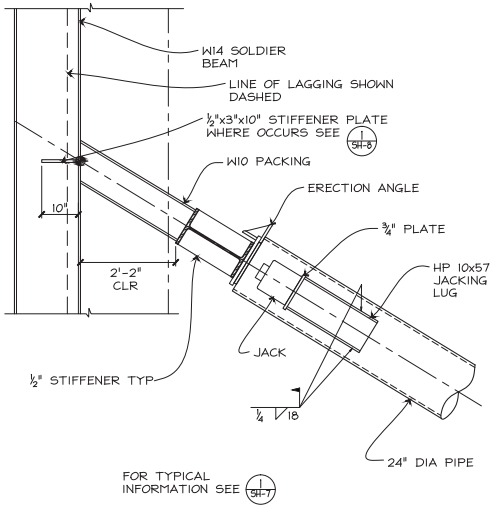
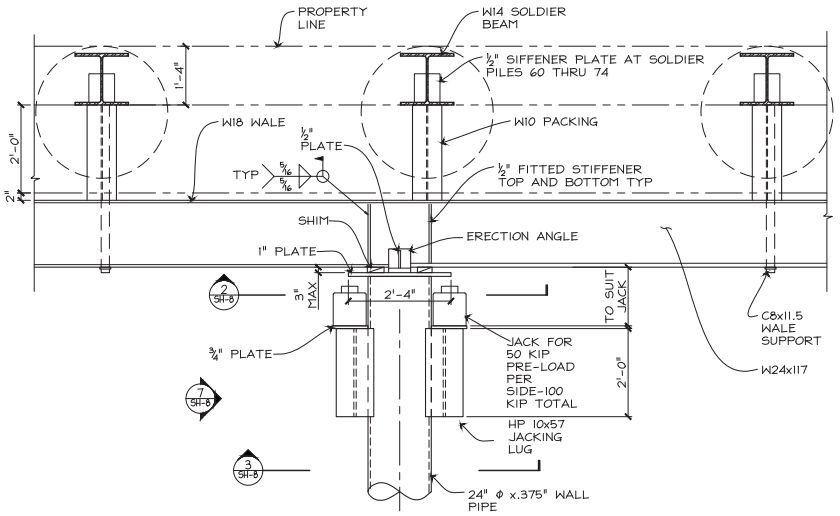
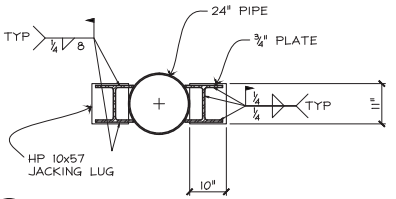


7/SH-8 WALE DETAIL AT SOLDIER BEAM INTERFACE
¾" = 1'-0"

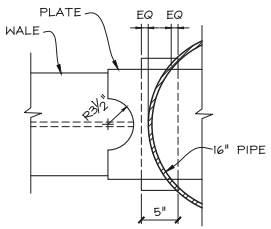


1/SH-8 STRUT DETAIL - JACKING END
¾" = 1'-0"

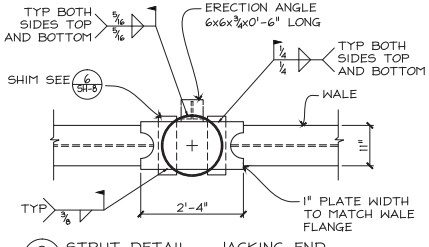
FOR TYPICAL INFORMATION SEE 1/SH-7



2/SH-8 STRUT DETAIL - JACKING END
¾" = 1'-0"



6/SH-8 SHIM DETAIL
1½" = 1'-0"



3/SH-8 STRUT DETAIL - JACKING END
¾" = 1'-0"

- SCHEMATIC SET " NOT FOR CONSTRUCTION" -

506-556
SANTA CRUZ AVENUE

MENLO PARK
CALIFORNIA

TEMPORARY RETAINING WALL DESIGN

Developer:
--
--

Shoring Contractor:
--

SPI CONSULTING ENGINEERS, INC.
971 DEWING AVENUE
SUITE 201
LAFAYETTE,CA. 94549
TEL: (925) 299-1341
FAX: (925) 299-1346

REGISTERED PROFESSIONAL ENGINEER — STEPHANIE F. KAUFMAN — No. C 34845 Exp. 9/2019 — CIVIL — STATE OF CALIFORNIA

No	Date	Revision/Issue

Project Number	Scale
2026	AS NOTED
Drawn by	Checked by
AB	SI-KC

DATE: SEP 1, 2017

INTERNAL BRACING DETAILS 2 OF 2

SH-8

D:\Dropbox\Cloud CAD\2026 - 506-556 Santa Cruz Ave, Menlo Park - Case Pacific\SH-8 506-556 SantaCruz Ave, Menlo Park.dwg, 11, Avenir 9

556 SANTA CRUZ

MENLO PARK, CA 94025

SEE A100 SERIES FOR 506 SANTA CRUZ DRAWINGS

PROJECT INFORMATION

PROJECT DESCRIPTION:	(N) THREE STORY, MIXED USE BUILDING WITH GROUND FLOOR PARKING, RETAIL, AND LOBBY, SECOND FLOOR OFFICE, AND THIRD FLOOR MULTI-FAMILY RESIDENTIAL.
APN:	061-441-050
ZONING:	SP/ECR-SA E
CONSTRUCTION TYPE:	V-B
OCCUPANCY:	S2/M/B/R2
BUILDING CODES:	2016 CALIFORNIA BUILDING CODE 2016 CALIFORNIA MECHANICAL CODE 2016 CALIFORNIA PLUMBING CODE 2016 CALIFORNIA ELECTRICAL CODE 2016 CALIFORNIA GREEN BUILDING CODE (CAL GREEN) 2016 CALIFORNIA FIRE CODE (WITH LOCAL AMENDMENTS) 2008 STATE OF CALIFORNIA TITLE 24 ENERGY REGULATIONS 2013 NFPA 13 ALL APPLICABLE LOCAL, COUNTY, STATE AND FEDERAL CODES, LAWS & REGULATIONS
FIRE SPRINKLERS:	(N) SPRINKLERS THROUGHOUT
TRASH/RECYCLE:	ON-SITE
GREEN BUILDING:	PROJECT TO COMPLY WITH CITY OF MENLO PARK, LEED SILVER EQUIVALENT STANDARD

FIRE DEPARTMENT NOTES

2. FIRE ALARM SYSTEM TO COMPLY WITH **CBC'16 907.2.2.**

VICINITY MAP

DRAWING INDEX

ARCHITECTURAL

A201	DRAWING INDEX, VICINITY MAP, PROJECT INFORMATION, PROJECT CONSULTANTS
A202	CONTEXTUAL STREETSCAPES, SITE PHOTOS
A203	SITELINE SECTION
A211	AREA PLAN
A212	PROPOSED SITE PLAN
A213	AREA SUMMARY
A214	AREA CALCS AND LEED CHECKLIST
A221	PROPOSED FIRST FLOOR PLAN
A222	PROPOSED SECOND FLOOR PLAN
A223	PROPOSED THIRD FLOOR PLAN
A224	PROPOSED ROOF PLAN
A231	PROPOSED ELEVATIONS
A232	PROPOSED ELEVATIONS
A233	SECTIONS
A234	SECTIONS
A241	PERSPECTIVES
A242	PERSPECTIVES
A251	COMPLIANCE DIAGRAMS
A271	FIRST FLOOR LIGHTING STRATEGY
A273	THIRD FLOOR LIGHTING STRATEGY
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LANDSCAPE

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L-1.2	PLANTING NOTES AND LEGEND
L-1.3	LANDSCAPE IMAGERY
L-2.1	CONCEPTUAL LANDSCAPE PLAN - GROUND LEVEL
L-2.2	CONCEPTUAL LANDSCAPE PLAN - LEVEL 2
L-2.4	CONCEPTUAL LANDSCAPE PLAN - LEVEL 3

LANDSCAPE (CONT)

L-3.1	TREE DISPOSITION PLAN
L-5.1	IRRIGATION ZONE DIAGRAM - GROUND LEVEL
L-5.2	IRRIGATION ZONE DIAGRAM - LEVEL 2
L-5.3	IRRIGATION ZONE DIAGRAM - LEVEL 3
L-6.1	CONCEPTUAL DETAILS

HAYES GROUP ARCHITECTS

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2657 SPRING STREET
REDWOOD CITY, CA 94063
P: 650.365.0600
F: 650.365.0670
www.thehayesgroup.com

PROJECT ADDRESS:

556 SANTA CRUZ
MENLO PARK, CA
94025

ISSUANCE:

DRT SUBMITTAL
02.02.17

PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18
3 PLANNING RESUBMITTAL 04.19.18
4 PLANNING COMMISSION HEARING 05.07.18

DRAWING CONTENT

DRAWING INDEX, VICINITY MAP, PROJECT INFORMATION, PROJECT CONSULTANS

STAMP

JOB NUMBER:
1647.00

SCALE:
As Noted

DRAWN BY:
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DRAWING NUMBER

A201

Date: 5/3/18
File name: 1647.00 A201.vwx

SANTA CRUZ AVE. STREETSCAPE
SCALE: 1/16" = 1'-0"

1

Date: 5/7/18
File name: 1647.00 A202.vwx

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1 PLANNING SUBMITTAL
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DRAWING CONTENT

CONTEXTUAL
STREETSCAPES,
SITE PHOTOS

STAMP

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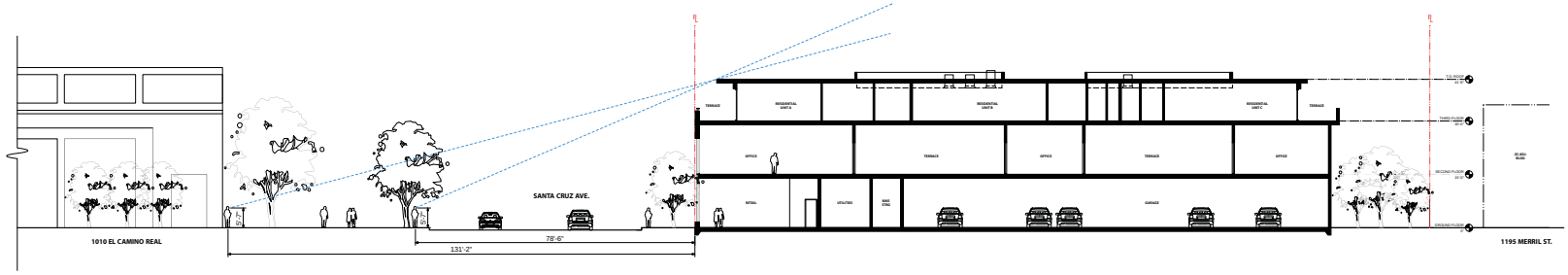
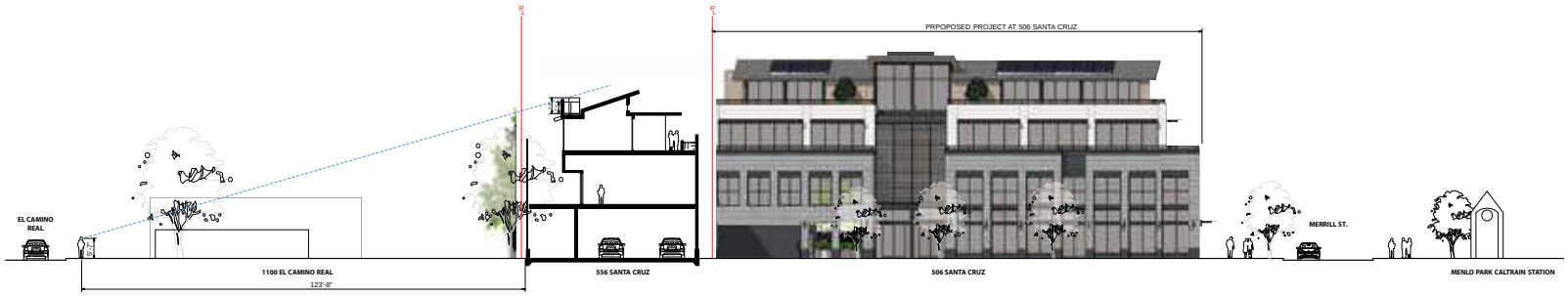


SANTA CRUZ AVE SIGHTLINE SECTION
SCALE: 1/16" = 1'-0"

2



EL CAMINO REAL SIGHTLINE SECTION
SCALE: 1/16" = 1'-0"

1

Date: 5/7/18
File name: 1647.00 A203.vwx

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ISSUANCE:

DRT SUBMITTAL
02.02.17

PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL
12.01.17

2 PLANNING RESUBMITTAL
03.19.18

DRAWING CONTENT

SIGHTLINE
SECTION

STAMP

JOB NUMBER:
1647.00

SCALE:
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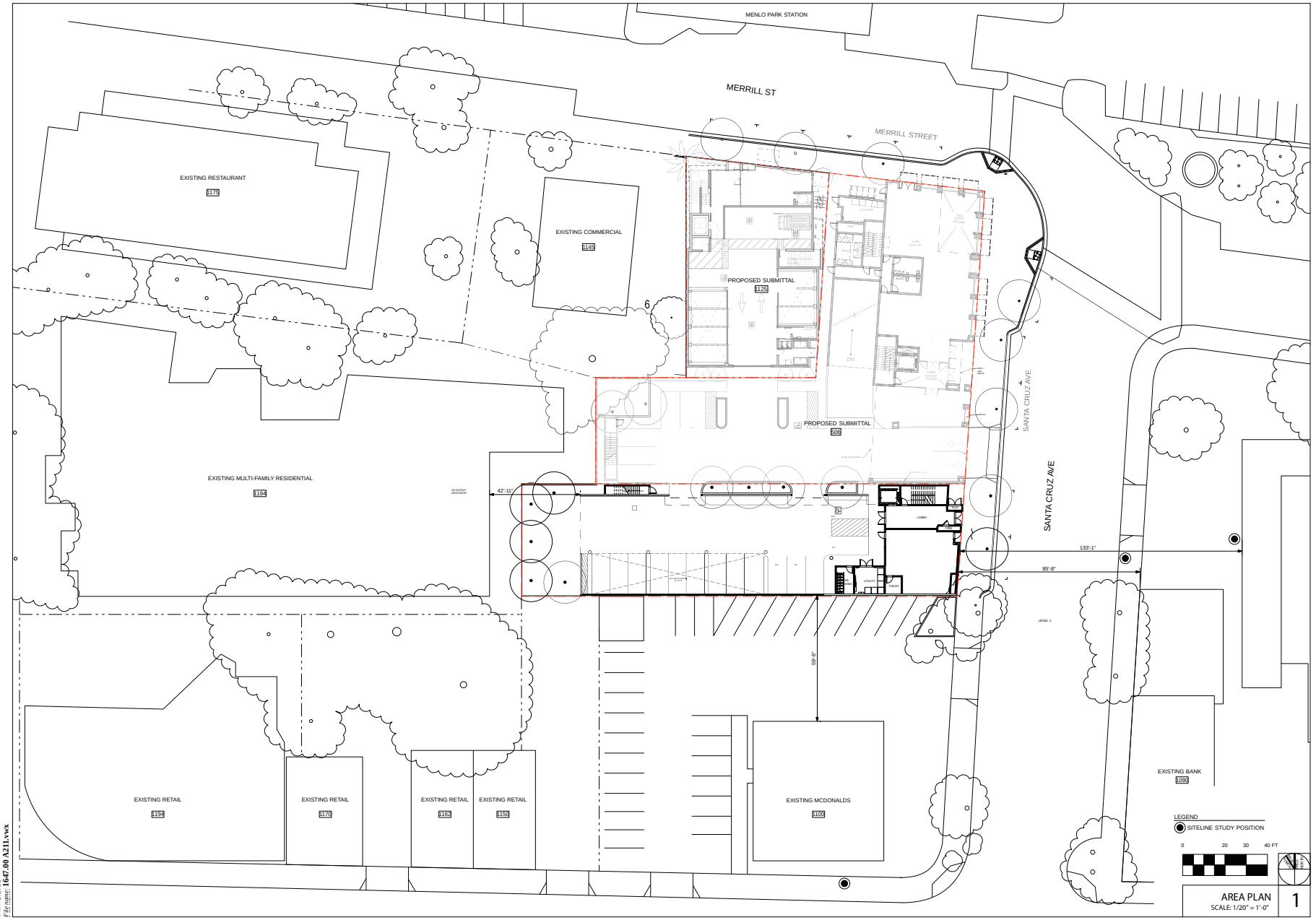

Date: 5/3/18
File name: 1647.00 A211.vwx

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94025

ISSUANCE:

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02.02.17

PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING SUBMITTAL 12.01.17
2 PLANNING SUBMITTAL 03.19.18
3 PLANNING SUBMITTAL 04.19.18

DRAWING CONTENT

AREA PLAN

STAMP

JOB NUMBER:
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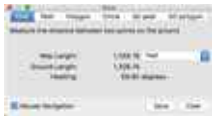
A211

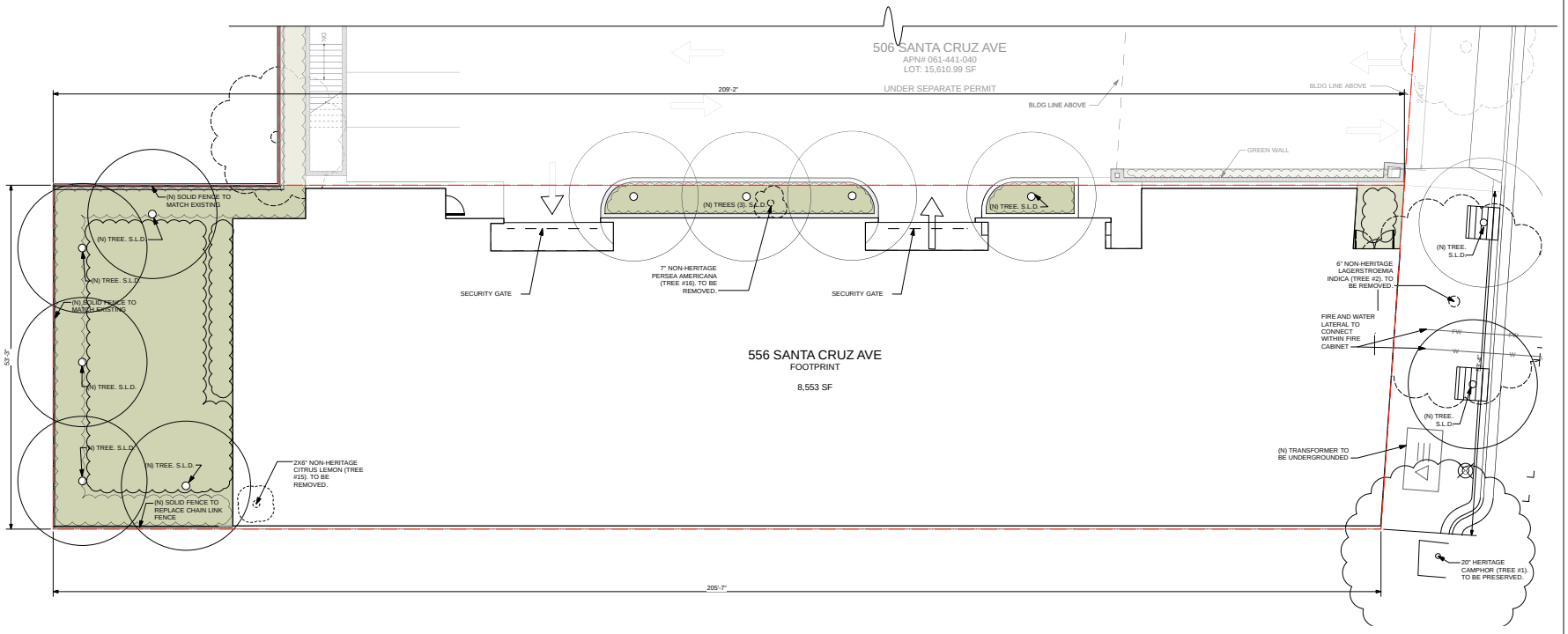


NOTE:

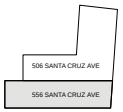
MITIGATION MEASURE AIR-10: PER THE ABOVE MEASUREMENT, THE PROJECT SITE IS 1,328 FT FROM THE SRI INTERNATIONAL CAMPUS. WE ARE THEREFORE EXEMPT FROM MITIGATION MEASURE AIR-10

.

MITIGATION MEASURE AIR-7: THE PROJECT SITE IS WITHIN 1,095 FT OF THE CALTRAIN STATION AND THEREFORE SUBJECT TO MITIGATION MEASURE AIR-7. THE PROJECT WILL BE EQUIPPED WITH FILTRATION SYSTEMS WITH A MINIMUM EFFICIENCY REPORTING VALUE OF 14 OR HIGHER. THIS WILL BE OUTLINED IN THE MECHANICAL BASIS OF DESIGN.



KEY MAP



LEGEND

LANDSCAPE

0 8 16 24 FT

PROPOSED FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

1

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02.02.17

PROGRESS SET
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PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18
3 PLANNING RESUBMITTAL 04.19.18

DRAWING CONTENT

PROPOSED SITE PLAN

STAMP

JOB NUMBER:
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SCALE:
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DRAWING NUMBER

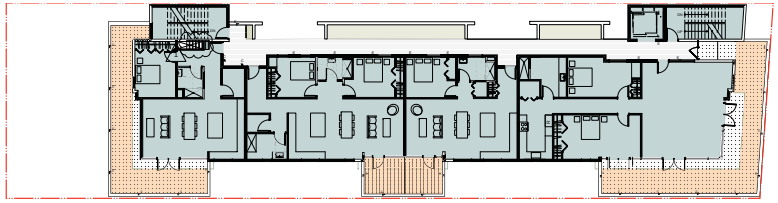
A212

Date: 5/2/18
File name: 1647.00 A212.vwx

*****M.P.M.C. SECTION 16.04.325 (C)5 EXCLUSION FOR VENT SHAFTS

OPEN SPACE: 1,142 SF

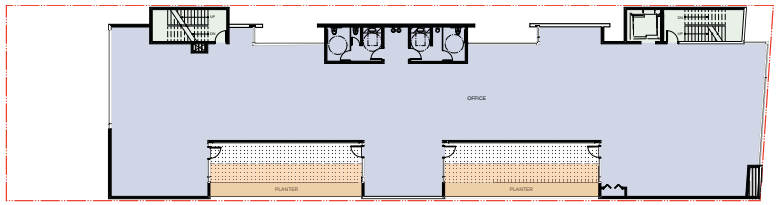
UNIT A: 508 SF
UNIT B: 100 SF
UNIT C: 108 SF
UNIT D: 426 SF



THIRD FLOOR AREA 3
SCALE: 1/16" = 1'-0"

*****M.P.M.C. SECTION 16.04.325 (C)5 EXCLUSION FOR VENT SHAFTS

OPEN SPACE: 735 SF



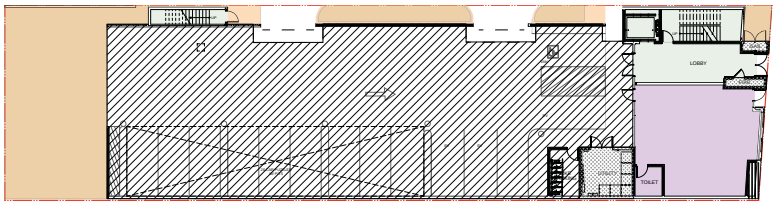
SECOND FLOOR AREA 2
SCALE: 1/16" = 1'-0"

*****M.P.M.C. SECTION 16.04.325 (C)1 3% EXCLUSION FOR AREA WITH NO A/C & WINDOWS

*****M.P.M.C. SECTION 16.04.325 (C)5 EXCLUSION FOR VENT SHAFTS

******M.P.M.C. SECTION 16.04.325 (C)2 1% EXCLUSION OF NOISE GENERATING EQUIPMENT

OPEN SPACE: 1,987 SF



FIRST FLOOR AREA 1
SCALE: 1/16" = 1'-0"

AREA SUMMARY		OFFICE	RETAIL	RESIDENTIAL
1ST FLOOR	(1,834 SF)			
NET COMM.	*(1,493 SF)*			
RETAIL	1,050		1,050	
SHARED 2-WAY	784	443	0	341
EXCLUDED	6,389*			
	263***			
	29****			
2ND FLOOR	(7,224 SF)			
NET COMM.	*(6,995 SF)*			
OFFICE	6,698	6,698		
SHARED 2-WAY	526	297		229
EXCLUDED	40****			
3RD FLOOR	(5,152 SF)			
RES.	5,152			5,152
EXCLUDED	16****			
SUBTOTAL		7,438	1,050	5,722

*M.P.M.C. SECTION 16.04.325 (C)3 EXCLUSION FOR COVERED PARKING
***M.P.M.C. SECTION 16.04.325 (C)1 3% EXCLUSION FOR AREA WITH NO A/C & WINDOW
****M.P.M.C. SECTION 16.04.325 (C)5 EXCLUSION FOR VENT SHAFTS

EXCLUSION * CALCULATION**
TOTAL: 263 SF
MAX. GFA 14,908 X 3% = 447 SF
263 SF PROPOSED EXCLUSION < 447 SF EXCLUSION **OK**
59% OF ALLOWED EXEMPTION

F.A.R. SUMMARY (PER M.P.D.T. SPECIFIC PLAN, TABLE E10)
TOTAL 14,210 SF
SITE AREA: 11,041 SF
MAX F.A.R.: 1.35 (14,905 SF)
PROPOSED AREA: 14,210 SF (<14,905, OK)
MAX OFFICE FAR: 0.675 (7,453 SF)
PROPOSED AREA: 7,438 SF (<7,453, OK)
MAX RESIDENTIAL DENSITY: 50 UNITS/ACRE:
12 UNITS ALLOWED
PROPOSED DENSITY: 4 UNITS < 12 UNITS (OK)
AREA (NOT INCLUDING SHARED) = [OFFICE] + [RETAIL] + [RESIDENTIAL]
12,900 = [6,698] + [1,050] + [5,152]
100% = 52.7% 8.3% 39%

PARKING SUMMARY (PER M.P. D.T. SPECIFIC PLAN TABLE F2)

PARKING SPACES REQUIRED:	REQUIRED	SHARED REDUCTION	PROVIDED
RETAIL @ 4.0/1000 (GFA):	5	5	2
OFFICE @ 3.8/1000 (GFA):	29	29	26
RESIDENTIAL @ 1.0/UNIT:	4	3	3
TOTAL	**38**	**37**	**31**
		(PARKING COMBINED WITH 506 SANTA CRUZ)	

BICYCLE PARKING (PER M.P. D.T. SPECIFIC PLAN TABLE F1)

PER CHAPTER F.5.03 IN M.P. SPECIFIC PLAN, FIRST 1.0 FAR CAN BE ACCOMODATED IN PUBLIC FACILITIES

LONG TERM PARKING SPACES	PROPOSED	REQUIRED
RESIDENTIAL	3	3
OFFICE	2	2
RETAIL	2	2
TOTAL PROVIDED	7	7

SHORT TERM PARKING SPACES	PROPOSED	REQUIRED
RESIDENTIAL	2	1
OFFICE	4	2
RETAIL	4	2
TOTAL PROVIDED	10	5

ALLOWABLE NUMBER OF STORIES FOR TYPE VB, PER TABLE 504.4

OCCUPANCY	ALLOWABLE	PROPOSED	COMPLIES
S2	3	1	OK
B	3	2	OK
R2	3 (W/O AREA INCREASE)	3	OK
M	2	1	OK

ALLOWABLE BUILDING HEIGHT FOR TYPE VB PER TABLE 504.3

OCCUPANCY	ALLOWABLE	PROPOSED	COMPLIES
S2	60'	15'	OK
B	60'	30'	OK
R2	60'	44'	OK
M	60'	15'	OK

ALLOWABLE BUILDING AREA FOR TYPE VB PER TABLE 506.2

OCCUPANCY	ALLOWABLE	PROPOSED	COMPLIES
S2	40,500	6,389	OK
B	27,000	7,438	OK
R2	21,000	5,722	OK
M	27,000	1,050	OK

*FOR PURPOSE OF AREA LIMITATION PER STORY, IT IS ASSUMED THAT OTHER OCCUPANCIES FROM MAIN OCCUPANCY ARE ACCESSORY SINCE < 10% AREA OF STORY
*NOTE FOR PLANNER AREA INCREASES WERE NOT UTILIZED

20% OF TOTAL SITE AREA MUST BE OPEN SPACE PER MENLO PARK SPECIFIC PLAN TABLE E12 - DEVELOPMENT STANDARDS FOR STATION AREA EAST (SA E) DISTRICT

556 SANTA CRUZ AVE

SITE AREA: 11,041 S.F.

%20 OF 11,041 S.F.= 2,208 SF

1ST FLR + 2ND FLR + 3RD FLOOR =

1,987 + 735 + 1,093 = 3,815

3,815 SF > 2,208 SF **COMPLIANT**

MINIMUM 100 S.F. OF OPEN SPACE PER UNIT SHALL BE CREATED AS COMMON OPEN SPACE OR MINIMUM OF 80 S.F. OF OPEN SPACE PER UNIT SHALL BE CREATED AS PRIVATE OPEN SPACE PER MENLO PARK SPECIFIC PLAN TABLE E12 - DEVELOPMENT STANDARDS FOR STATION AREA EAST (SA E) DISTRICT

556 SANTA CRUZ AVE

UNIT A: 508 S.F.
508 S.F. > 80 S.F. **COMPLIANT**

UNIT B: 100 S.F.
100 S.F. > 80 S.F. **COMPLIANT**

UNIT C: 108 S.F.
108 S.F. > 80 S.F. **COMPLIANT**

UNIT D: 426 S.F.
426 S.F. > 80 S.F. **COMPLIANT**

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PROJECT ADDRESS:

556 SANTA CRUZ
MENLO PARK, CA
94025

ISSUANCE:

SHEET REVISIONS

DRAWING CONTENT

AREA SUMMARY

STAMP

JOB NUMBER:
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DRAWING NUMBER

A213

Date: 5/3/18
File name: 1647.00 A213.vwx

LEED v4 for BD+C: Core and Shell
Project Checklist

Project Name: 556 Santa Cruz
Date: 09.12.17

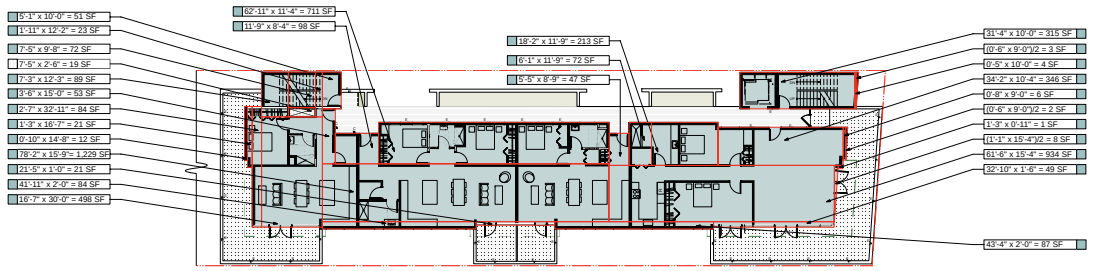
Y	?	N			
1			Credit	Integrative Process	1
10	5	3	**Location and Transportation**		29
			Credit	LEED for Neighborhood Development Location	20
			Credit	Sensitive Land Protection	2
		3	Credit	High Priority Site	3
7	4		Credit	Surrounding Density and Diverse Uses	6
6			Credit	Access to Quality Transit	6
1	1		Credit	Bicycle Facilities	1
1	1		Credit	Reduced Parking Footprint	1
1			Credit	Green Vehicles	1
6	3	1	**Sustainable Sites**		11
Y			Prereq	Construction Activity Pollution Prevention	Required
1			Credit	Site Assessment	1
1			Credit	Site Development - Protect or Restore Habitat (Play Fee Option)	2
	1		Credit	Open Space	1
	1		Credit	Rainwater Management	3
2			Credit	Heat Island Reduction	2
1			Credit	Light Pollution Reduction	1
1			Credit	Tenant Design and Construction Guidelines	1
6	0	3	**Water Efficiency**		11
Y			Prereq	Outdoor Water Use Reduction	Required
Y			Prereq	Indoor Water Use Reduction	Required
Y			Prereq	Building-Level Water Metering	Required
2			Credit	Outdoor Water Use Reduction	2
6			Credit	Indoor Water Use Reduction	6
	2		Credit	Cooling Tower Water Use	2
	1		Credit	Water Metering	1
15	7	6	**Energy and Atmosphere**		33
Y			Prereq	Fundamental Commissioning and Verification	Required
Y			Prereq	Minimum Energy Performance	Required
Y			Prereq	Building-Level Energy Metering	Required
Y			Prereq	Fundamental Refrigerant Management	Required
	6		Credit	Enhanced Commissioning	6
7			Credit	Optimize Energy Performance	18
	1		Credit	Advanced Energy Metering	1
2			Credit	Demand Response	2
3			Credit	Renewable Energy Production	3
1			Credit	Enhanced Refrigerant Management	1
2			Credit	Green Power and Carbon Offsets	2

4	7	3	**Materials and Resources**		14
Y			Prereq	Storage and Collection of Recyclables	Required
Y			Prereq	Construction and Demolition Waste Management Planning	Required
	3	3	Credit	Building Life-Cycle Impact Reduction	6
	2		Credit	Building Product Disclosure and Optimization - Environmental Product Declarations	2
1	1		Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materials	2
1	1		Credit	Building Product Disclosure and Optimization - Material Ingredients	2
1	1		Credit	Construction and Demolition Waste Management	2
10	0	0	**Indoor Environmental Quality**		10
Y			Prereq	Minimum Indoor Air Quality Performance	Required
Y			Prereq	Environmental Tobacco Smoke Control	Required
2			Credit	Enhanced Indoor Air Quality Strategies	2
3			Credit	Low-Emitting Materials	3
1			Credit	Construction Indoor Air Quality Management Plan	1
1			Credit	Daylight	1
1			Credit	Quality Views	1
1	0	0	**Innovation**		6
5			Credit	Innovation	5
1			Credit	LEED Accredited Professional	1
1	0	0	**Regional Priority**		4
1			Credit	Regional Priority: Daylight and Views	1
1			Credit	Regional Priority: Specific Credit	1
1			Credit	Regional Priority: Specific Credit	1
1			Credit	Regional Priority: Specific Credit	1
58	22	10	**TOTALS**	Possible Points:	110

Certified: 40 to 49 points, Silver: 50 to 59 points, Gold: 60 to 79 points, Platinum: 80 to 110

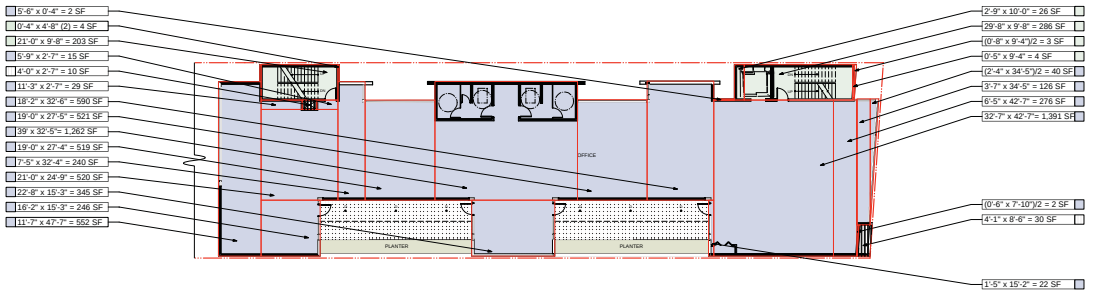
LEED CHECKLIST 6

****M.P.M.C. SECTION 16.04.325 (C)5 EXCLUSION FOR VENT SHAFTS



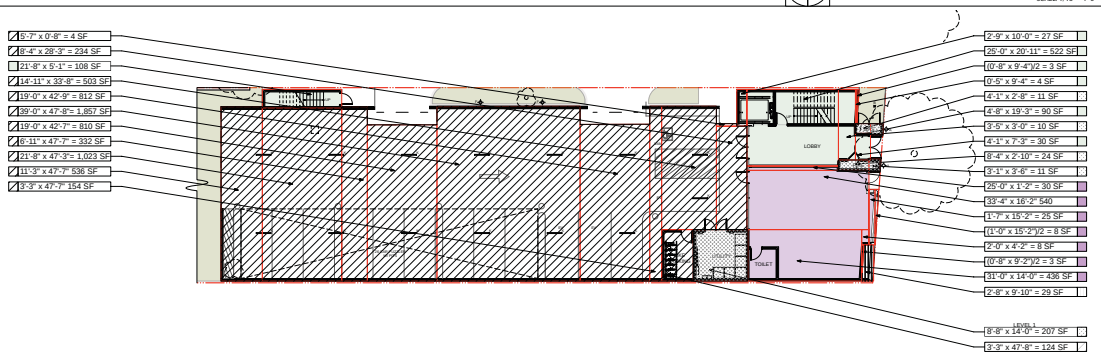
THIRD FLOOR AREA
SCALE: 1/16" = 1'-0" 3

****M.P.M.C. SECTION 16.04.325 (C)5 EXCLUSION FOR VENT SHAFTS



SECOND FLOOR AREA
SCALE: 1/16" = 1'-0" 2

****M.P.M.C. SECTION 16.04.325 (C)1 3% EXCLUSION FOR AREA WITH NO A/C & WINDOWS
****M.P.M.C. SECTION 16.04.325 (C)5 EXCLUSION FOR VENT SHAFTS
*****M.P.M.C. SECTION 16.04.325 (C)2 1% EXCLUSION OF NOISE GENERATING EQUIPMENT



FIRST FLOOR AREA
SCALE: 1/16" = 1'-0" 1

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556 SANTA CRUZ
MENLO PARK, CA
94025

ISSUANCE:
DRT SUBMITTAL
02.02.17
PROGRESS SET
03.15.17
PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS
1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18

DRAWING CONTENT
AREA CALCS AND LEED CHECKLIST

STAMP

JOB NUMBER:
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SCALE:
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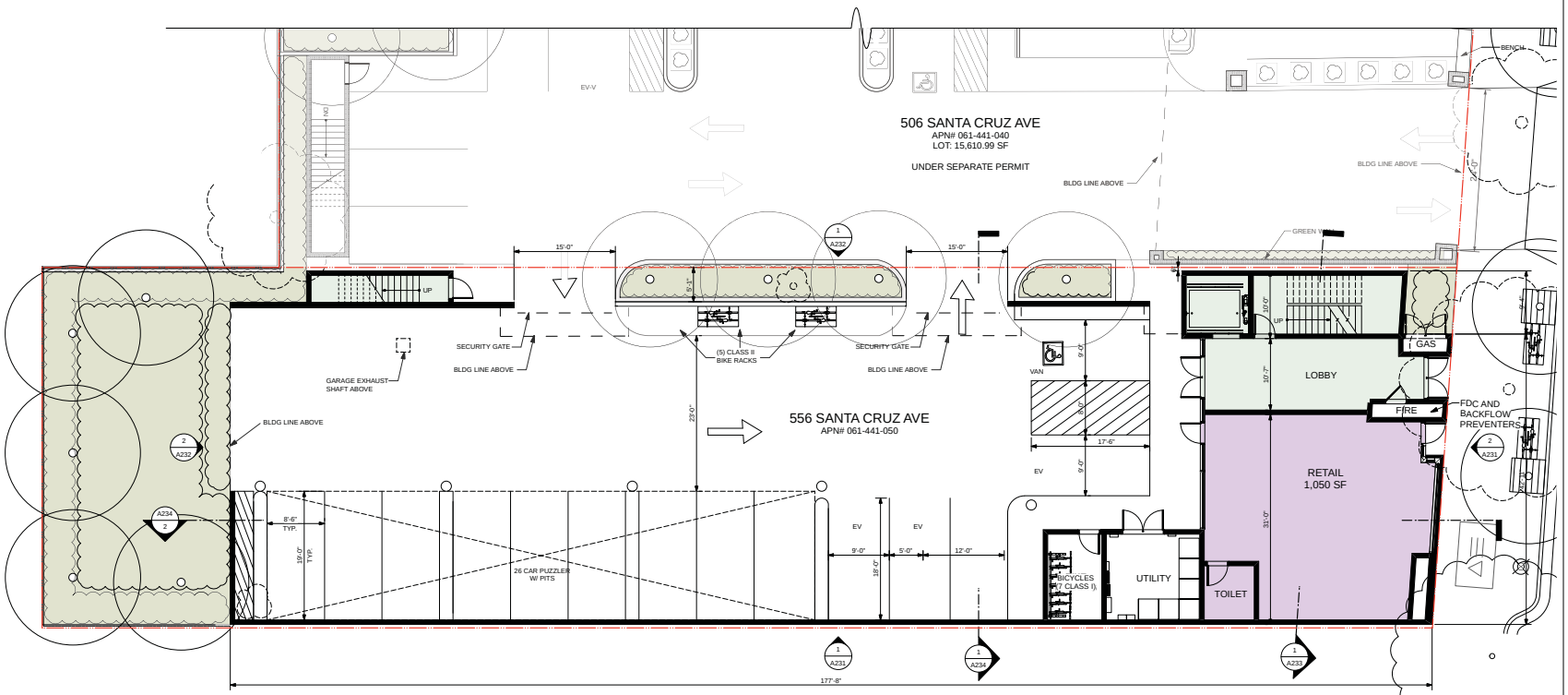
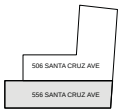


KEY MAP



LEGEND

LANDSCAPE
SHARED 3-WAY
SHARED 2-WAY
RETAIL
OFFICE
RESIDENTIAL
TERRACE

0 8 16 24 FT

PROPOSED FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

1

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SHEET REVISIONS

1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18
3 PLANNING RESUBMITTAL 04.19.18

DRAWING CONTENT

PROPOSED FIRST FLOOR PLAN

STAMP

JOB NUMBER:
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SCALE:
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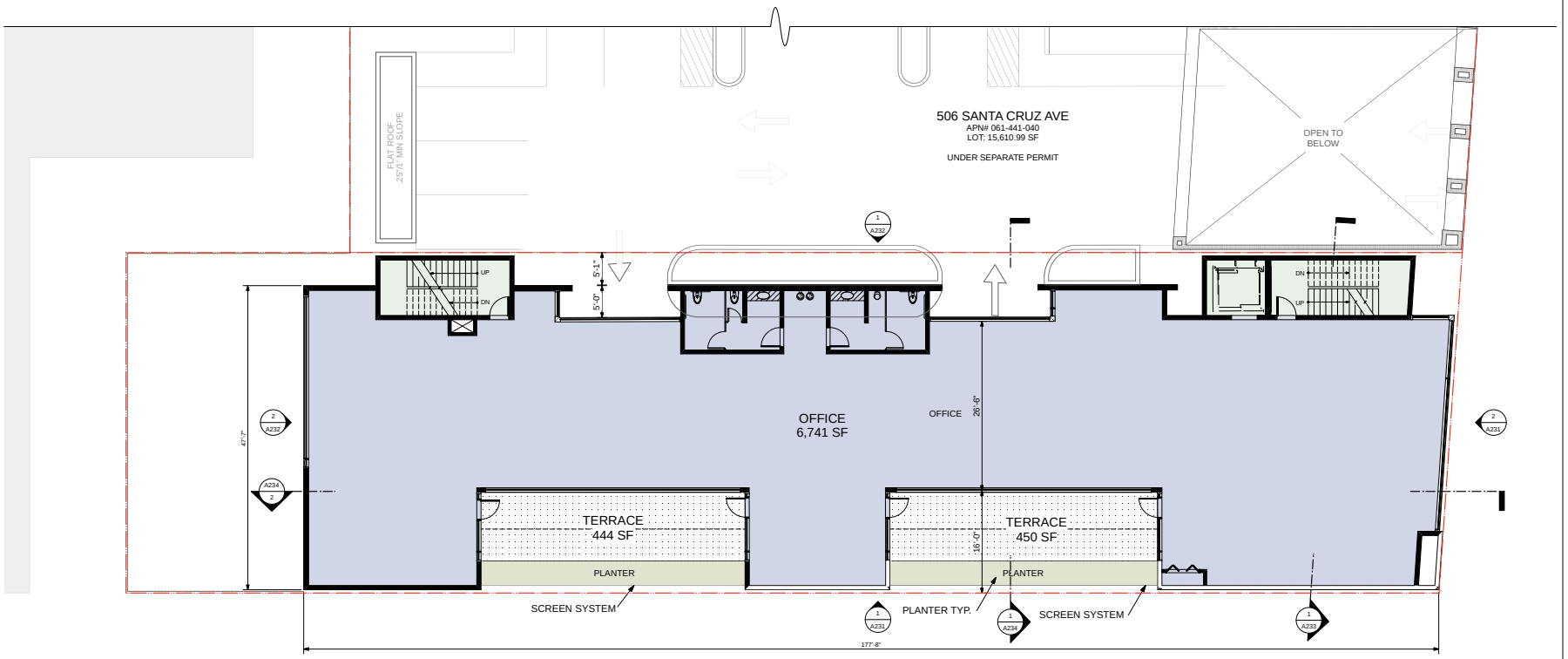


FIXTURE COUNT FOR OCCUPANT LOAD PER TABLE A, **2016 CPC**

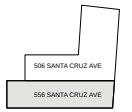
OCCUPANCY	OCCUPANT LOAD FACTOR	SQUARE FOOTAGE
GROUP B	1 PER 200 SF	6,698 SQ FT

6,698 SQ FT / 200 = 34 OCCUPANTS
34/2 = 17
THEREFORE 17 MALE - 17 FEMALE

MINIMAL FIXTURE COUNT PER TABLE 422.1, **2016 CPC**

SEX	WATER CLOSET	URINALS	LAVATORIES	FOUNTAINS
MALE (17)	1	1	1	1 PER 150
FEMALE (17)	2	-	1	

KEY MAP



LEGEND

LANDSCAPE
SHARED 3-WAY
SHARED 2-WAY
RETAIL
OFFICE
RESIDENTIAL
TERRACE

0 8 16 24 FT

PROPOSED SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"

1

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SHEET REVISIONS

1 PLANNING RESUBMITTAL
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DRAWING CONTENT

PROPOSED SECOND
FLOOR PLAN

STAMP

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SCALE:
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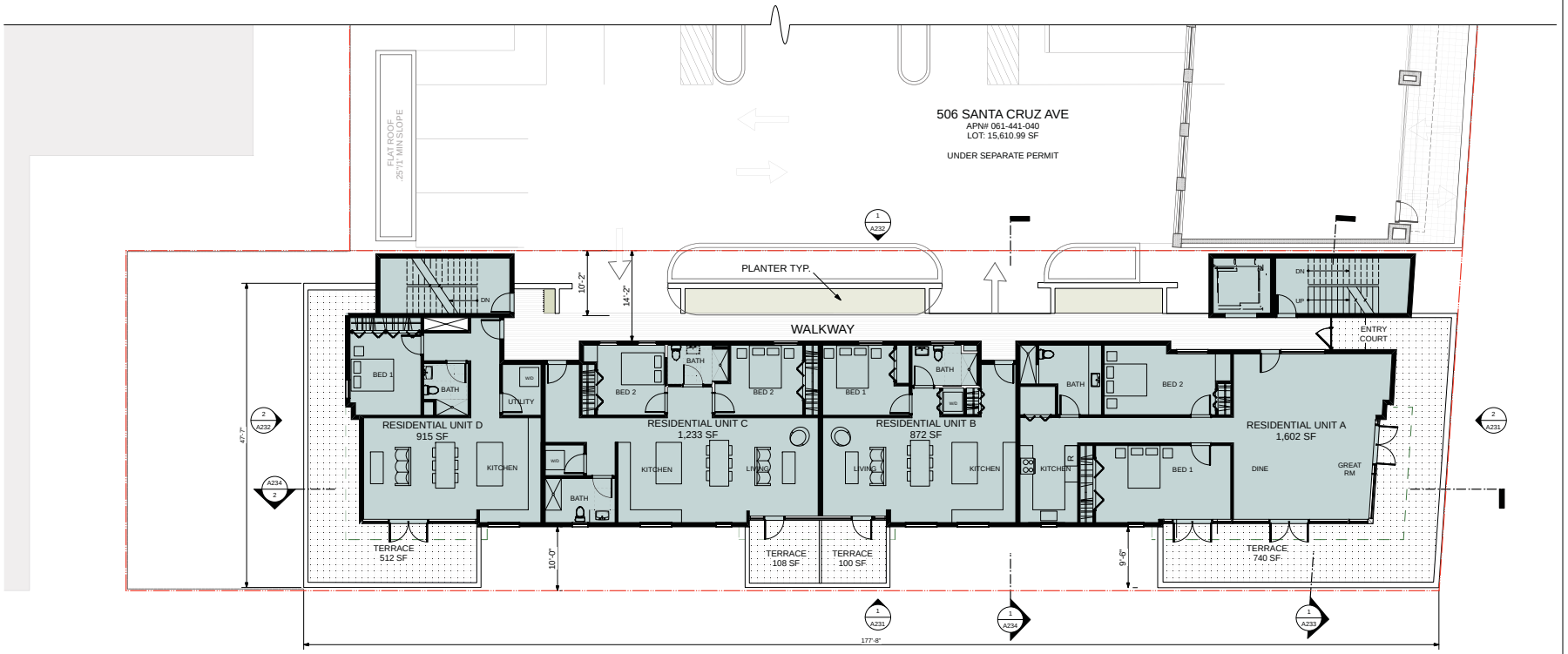

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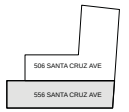

LEGEND

LANDSCAPE
SHARED 3-WAY
SHARED 2-WAY
RETAIL
OFFICE
RESIDENTIAL
TERRACE

0 8 16 24 FT

PROPOSED THIRD FLOOR PLAN
SCALE: 1/8" = 1'-0"

1

Date: 5/2/18
File name: 1647.00 A223.vwx

E62

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PLANNING SUBMITTAL
09.18.17

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1 PLANNING RESUBMITTAL
12.01.17

2 PLANNING RESUBMITTAL
03.19.18

DRAWING CONTENT

PROPOSED THIRD FLOOR PLAN

STAMP

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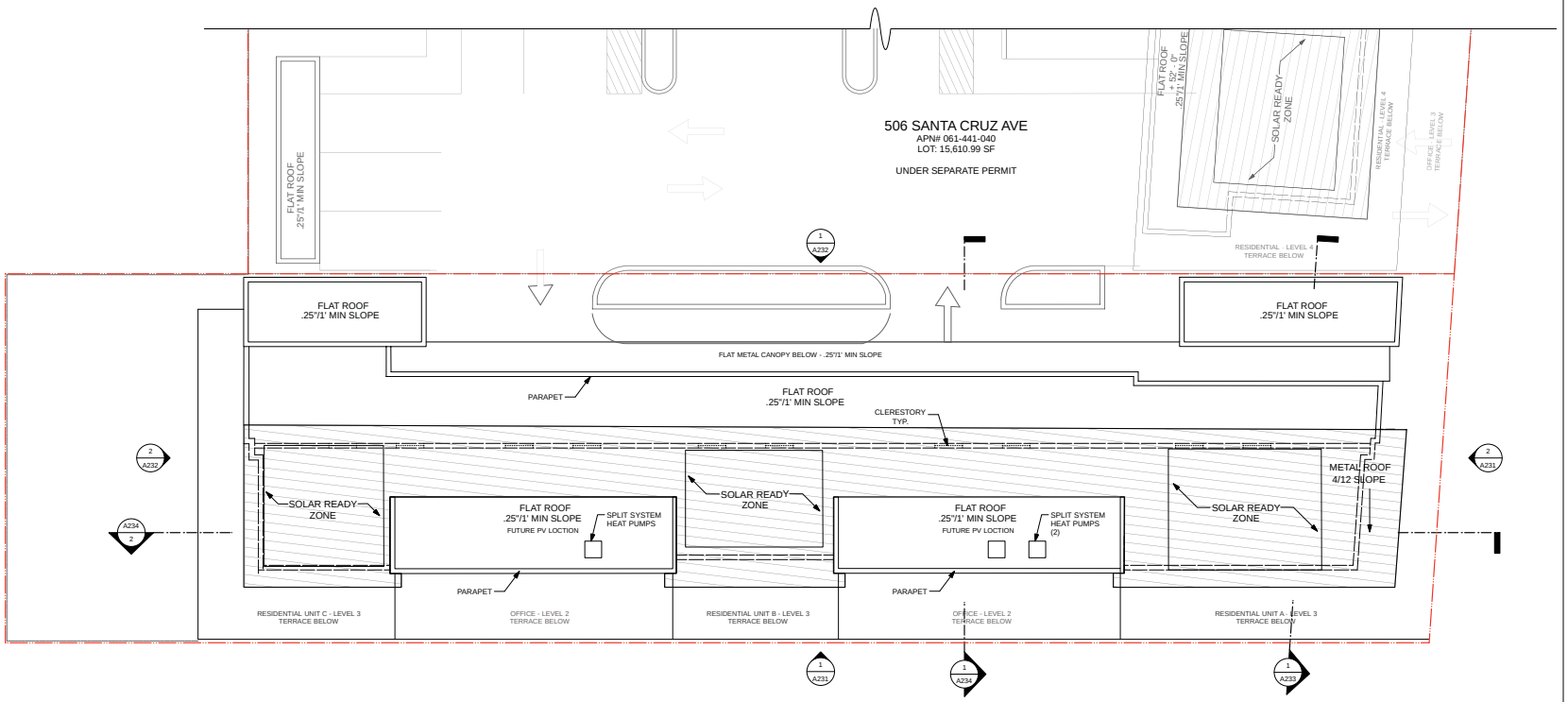

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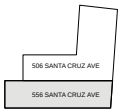

LEGEND

LANDSCAPE
SHARED 3-WAY
SHARED 2-WAY
RETAIL
OFFICE
RESIDENTIAL
TERRACE

0 8 16 24 FT

PROPOSED ROOF PLAN
SCALE: 1/8" = 1'-0"

1

DRAWING NUMBER

A224

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94025

ISSUANCE:

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PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL
12.01.17

DRAWING CONTENT

PROPOSED
ROOF PLAN

STAMP

JOB NUMBER:
1647.00

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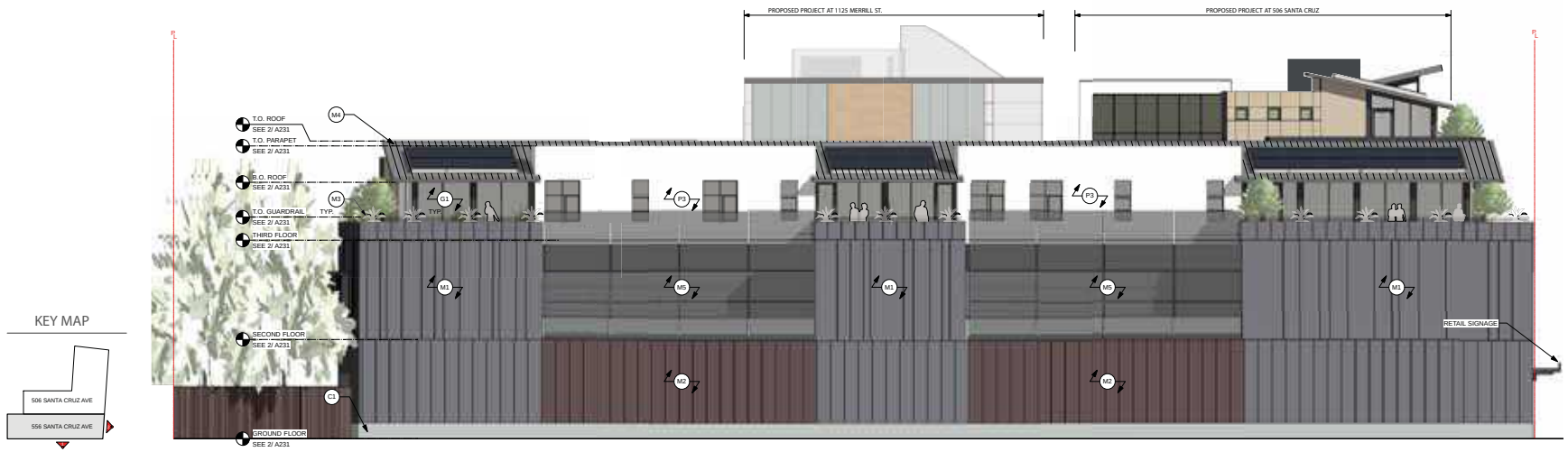
File name: 1647.00 A224.vwx

FINISH LEGEND

G1	GLAZING MATCH SOLARBAN 90 CLEAR + CLEAR GLASS INSULATING GLASS UNIT	M3	MULLIONS/ HAND RAILS/ FRAMES MATCH MORIN DARK BRONZE	P1	CEMENT PLASTER MATCH BENJAMIN MOORE - AF-380 LAPLAND	S2	NATURAL STONE HAUSSMANN - LAVA GRIS FLAMED
M1	ZINC PANEL MATCH VMZINC QUARTZ-ZINC	M4	STANDING SEAM METAL ROOF MATCH MORIN WEATHERED ZINC (MICA)	P2	CEMENT PLASTER MATCH SHERWIN WILLIAMS - GREEK VILLA SW 7551	C1	CONCRETE SMOOTH CONCRETE
M2	ZINC PANEL MATCH VMZINC PIGMENTO ROUGE/RED - ANTHRA-ZINC	M5	PERFORATED METAL SCREEN MATCH M1 COLOR	P4	CEMENT PLASTER MATCH BENJAMIN MOORE AF-715 DOLPHIN		

PROPOSED EAST ELEVATION
SCALE: 1/8" = 1'-0"

2



PROPOSED SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

1

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ISSUANCE:

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02.02.17

PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL 12.01.17
2 PLANNING RESUBMITTAL 03.19.18
3 PLANNING RESUBMITTAL 04.19.18
4 PLANNING RESUBMITTAL 05.07.18

DRAWING CONTENT

PROPOSED ELEVATIONS - 556 SANTA CRUZ

STAMP

JOB NUMBER:
1539.00

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DRAWING NUMBER

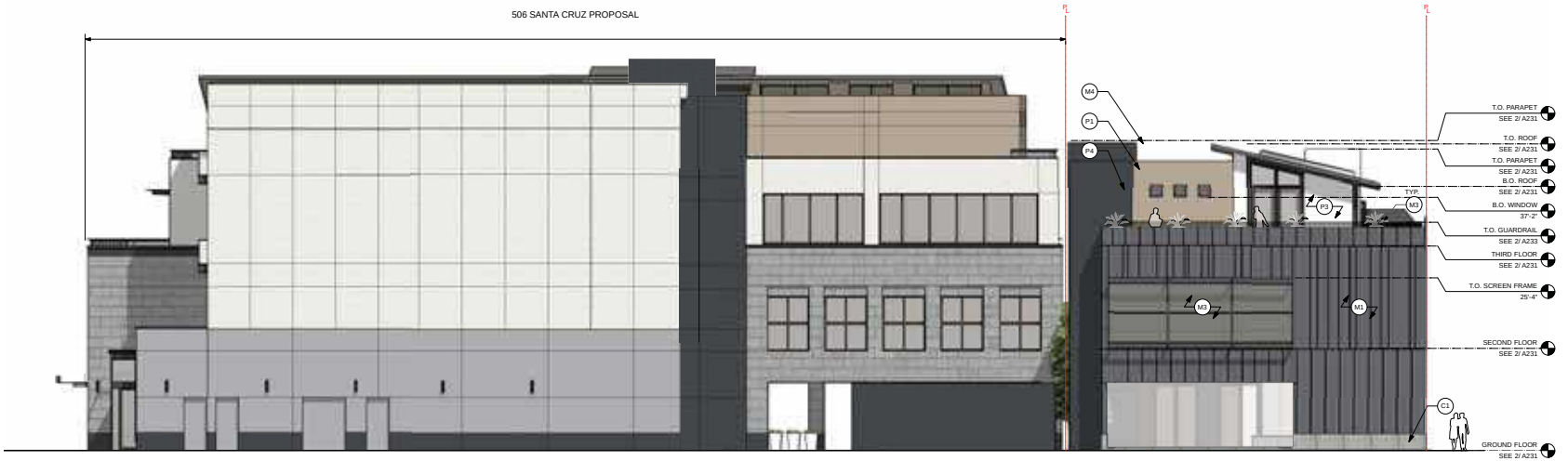
A231

Date: 5/6/18
File name: 1647.00 A231 A232.vwx

FINISH LEGEND

G1	GLAZING MATCH SOLARBAN 90 CLEAR + CLEAR GLASS INSULATING GLASS UNIT	M3	MULLIONS/ HAND RAILS/ FRAMES MATCH MORIN DARK BRONZE	P1	CEMENT PLASTER MATCH BENJAMIN MOORE - AF-380 LAPLAND	S2	NATURAL STONE HAUSSMANN - LAVA GRIS FLAMED
M1	ZINC PANEL MATCH VMZINC QUARTZ-ZINC	M4	STANDING SEAM METAL ROOF MATCH MORIN WEATHERED ZINC (MICA)	P2	CEMENT PLASTER MATCH SHERWIN WILLIAMS - GREEK VILLA SW 7551	C1	CONCRETE SMOOTH CONCRETE
M2	ZINC PANEL MATCH VMZINC PIGMENTO ROUGE/RED - ANTHRA-ZINC	M5	PERFORATED METAL SCREEN MATCH M1 COLOR	P4	CEMENT PLASTER MATCH BENJAMIN MOORE AF-715 DOLPHIN		

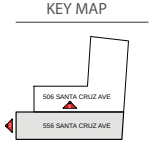
506 SANTA CRUZ PROPOSAL



PROPOSED WEST ELEVATION
SCALE: 1/8" = 1'-0"

2

KEY MAP



RETAIL SIGNAGE

PROPOSED NORTH ELEVATION
SCALE: 1/8" = 1'-0"

1

Date: 5/6/18
File name: 1647.00 A231 A232.vwx

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MENLO PARK, CA
94025

ISSUANCE:
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PROGRESS SET
03.15.17
PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS
1 PLANNING RESUBMITTAL
12.01.17
1 PLANNING RESUBMITTAL
04.19.18

DRAWING CONTENT
PROPOSED
ELEVATIONS -
556 SANTA CRUZ

STAMP

JOB NUMBER:
1539.00
SCALE:
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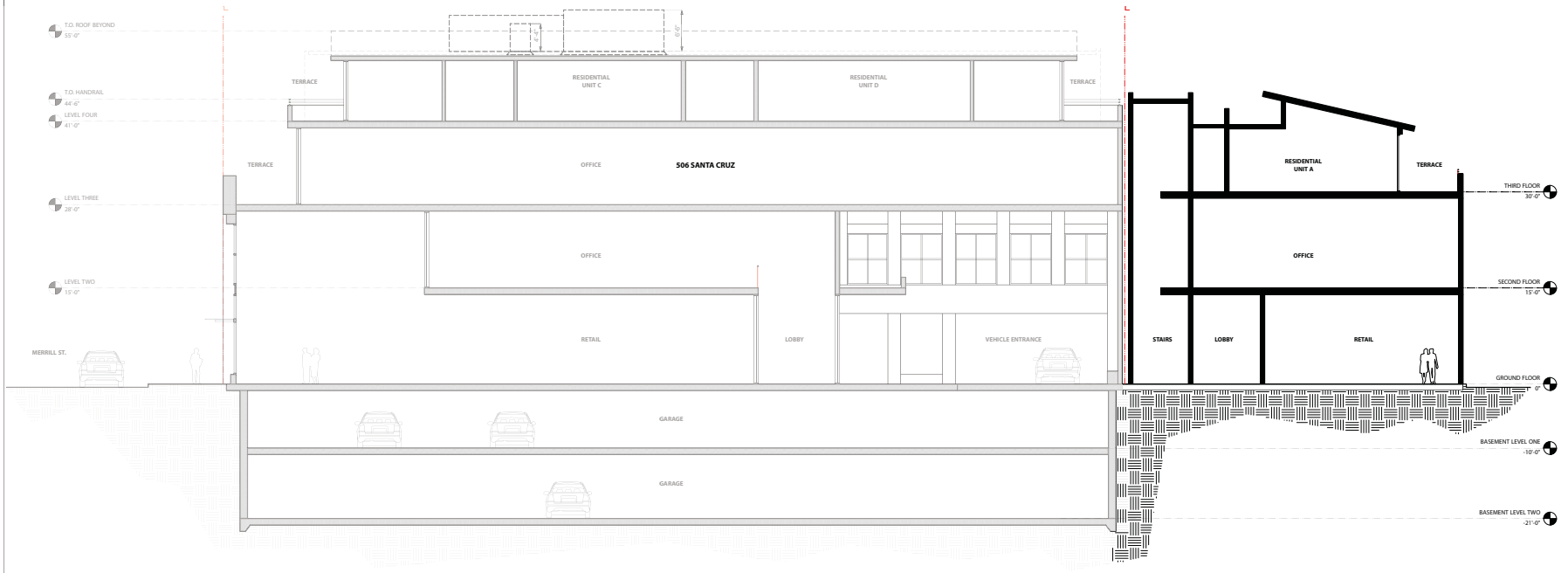
DRAWING NUMBER
A232

NOTE: PROJECT HVAC SYSTEMS WILL
COMPLY CITH CITY OF MENLO PARK
NOISE ORDINANCE



SECTION A
SCALE: 1/8" = 1'-0"

1

Date: 5/6/18
File name: 1647.00 A233.vwx

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09.18.17

SHEET REVISIONS

2 PLANNING RESUBMITTAL
03.19.18

DRAWING CONTENT

SECTIONS

STAMP

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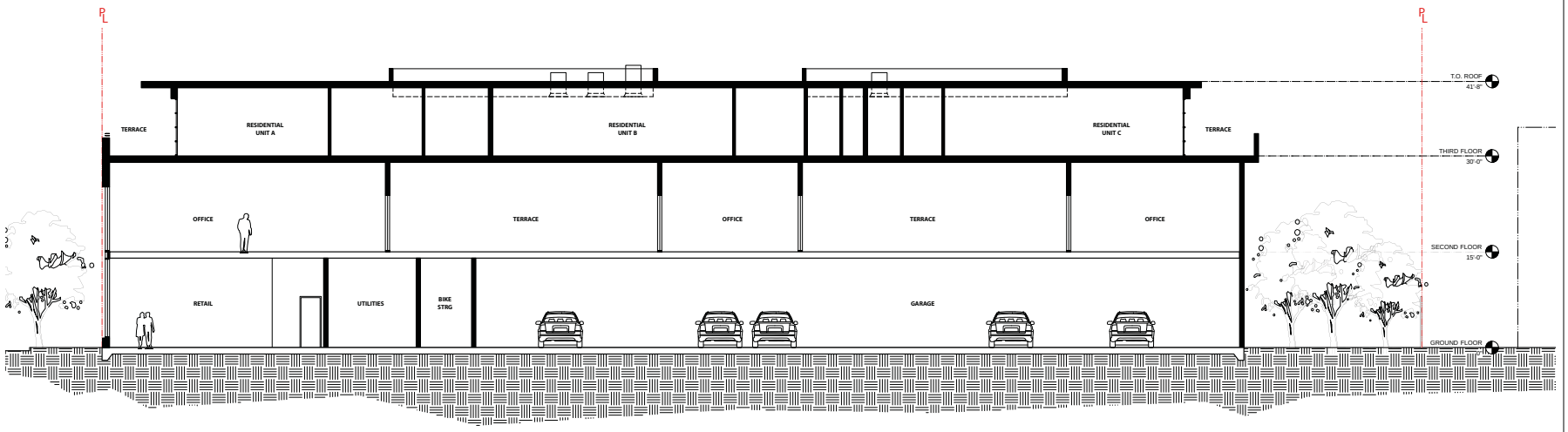
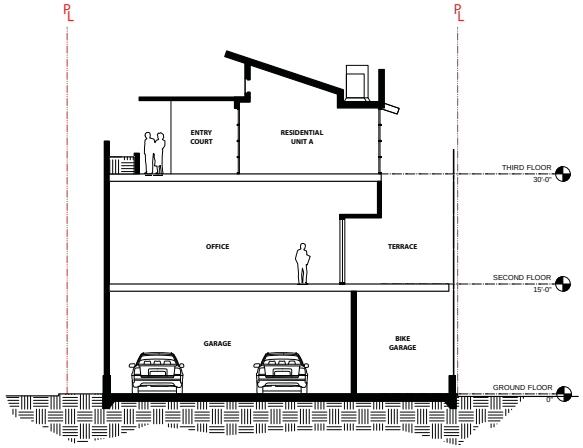


SECTION D
SCALE: 1/8" = 1'-0"

1

NOTE: PROJECT HVAC SYSTEMS WILL COMPLY CITH CITY OF MENLO PARK NOISE ORDINANCE



SECTION C
SCALE: 1/8" = 1'-0"

1

Date: 5/6/18
File name: 1647.00 A234.vwx

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PROGRESS SET
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PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

2 PLANNING RESUBMITTAL 03.19.18

1 PLANNING RESUBMITTAL 04.19.18

DRAWING CONTENT

SECTIONS

STAMP

JOB NUMBER:
1647.00

SCALE:
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DRAWN BY:
SP

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DRAWING NUMBER

A234

PERSPECTIVE 2

PERSPECTIVE 1

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09.18.17

SHEET REVISIONS

DRAWING CONTENT

PERSPECTIVES

STAMP

JOB NUMBER:
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DRAWING NUMBER

A241

Date: 5/6/18
File name: 1647.00 A241 A242.vwx

PERSPECTIVE | 1

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PROGRESS SET
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09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL
04.19.18

DRAWING CONTENT

PERSPECTIVES

STAMP

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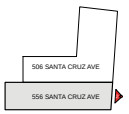
DRAWING NUMBER

A242

Date: 5/6/18
File name: 1647.00 A241 A242.vwx

KEY MAP



	OPAQUE SURFACE	294 SF
	TRANSLUCENT SURFACE	296 SF

TRANSLUCENCY CALCULATIONS

294 SF + 296 SF = 590 SF TOTAL
590 SF (50%) = 295 SF
296 SF > 294 SF

PROPOSED NORTH ELEVATION
SCALE: 1/8" = 1'-0"

1

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03.15.17
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09.18.17

SHEET REVISIONS
1 PLANNING RESUBMITTAL 12.01.17

DRAWING CONTENT
COMPLIANCE
DIAGRAMS

STAMP

JOB NUMBER:
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SCALE:
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DRAWING NUMBER
A251

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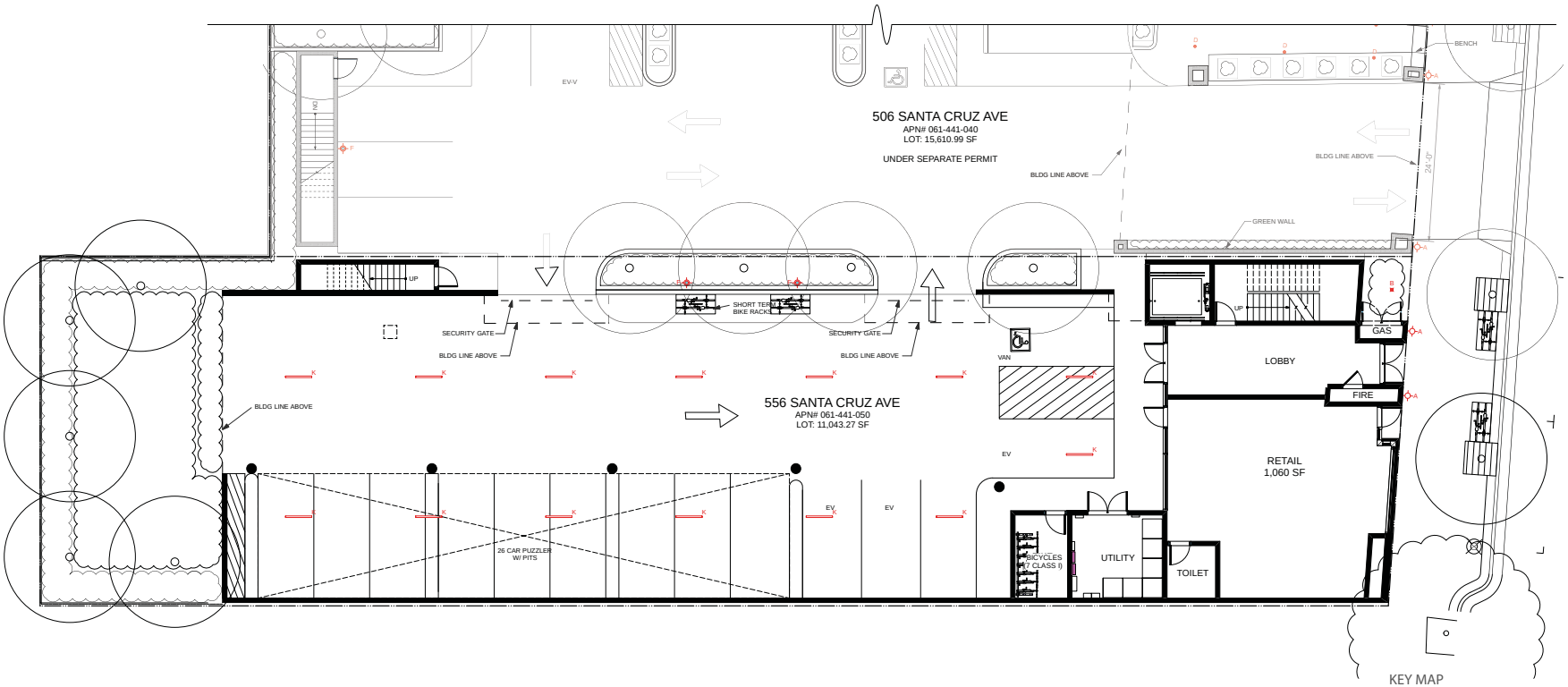
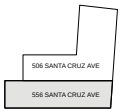
File name: 1647.00 A251.vwx

QUANTITY		LIGHTING FIXTURE LEGEND	
2	A	WALL SCONCE BEGA 66 519, BLACK	
1	B	GROUND MOUNTED FLOOD LIGHT BEGA 77 795, BLACK	
0	C	WALL SCONCE BEGA 66 698, BLACK	
12	D	LED RECESSED CEILING DOWNLIGHT BEGA55 823, STAINLESS STEEL	
0	E	RECESSED WALL W/ STEP BAFFLE BEGA 22 249, BLACK	
2	F	WALL SCONCE BEGA 66 290, BLACK	
14	K	CEILING MOUNT DIRECT FINELITE, HP-4 WM-D, WHITE	



KEY MAP



0 8 16 24 FT

FIRST FLOOR PHOTOMETRICS
SCALE: 1/8" = 1'-0"

1

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2657 SPRING STREET
REDWOOD CITY, CA 94063
P: 650.365.0600
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www.thehayesgroup.com

PROJECT ADDRESS:

556 SANTA CRUZ
MENLO PARK, CA
94025

ISSUANCE:

DRT SUBMITTAL
02.02.17

PROGRESS SET
03.15.17

PLANNING SUBMITTAL
09.18.17

SHEET REVISIONS

1 PLANNING RESUBMITTAL
12.01.17

DRAWING CONTENT

FIRST FLOOR
LIGHTING STRATEGY

STAMP

JOB NUMBER:
1647.00

SCALE:
As Noted

DRAWN BY:
Initials

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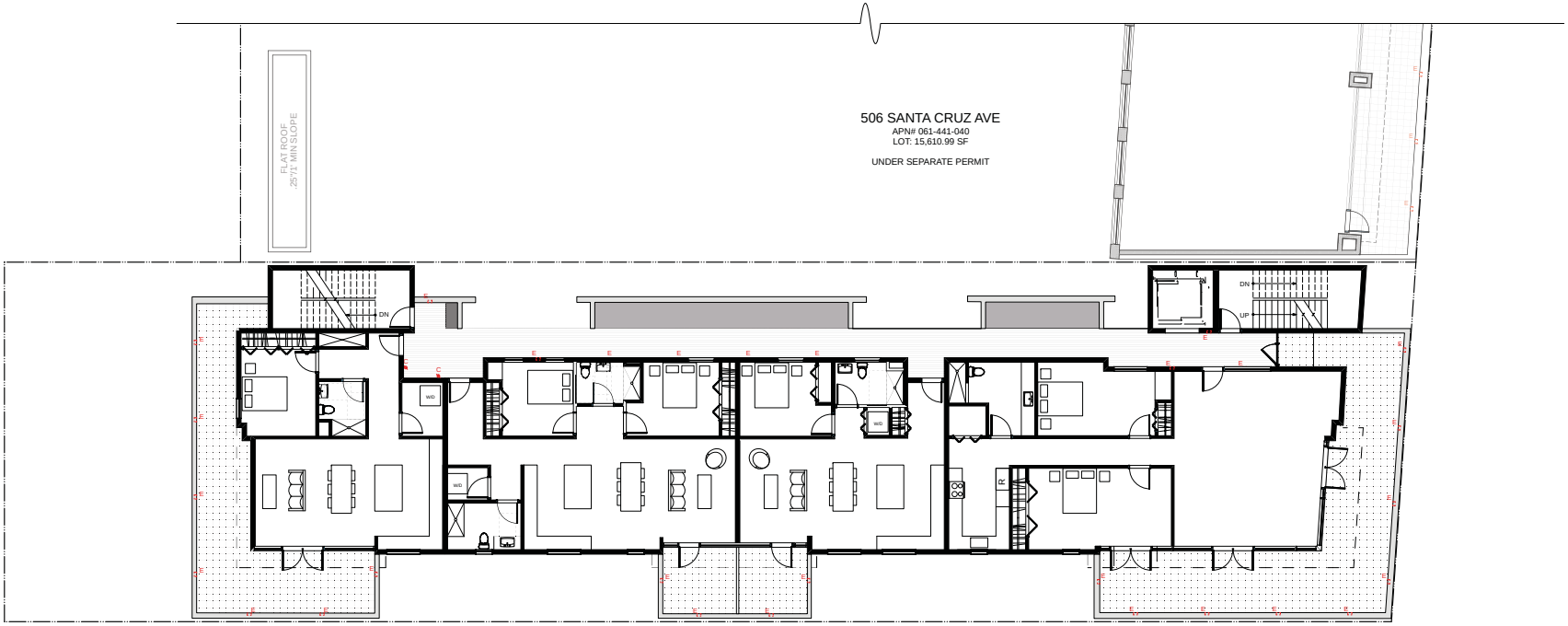
DRAWING NUMBER

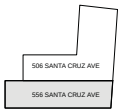
A271

Date: 5/6/18
File name: 1647.00 A271.vwx

QUANTITY		LIGHTING FIXTURE LEGEND	
0	A	WALL SCONCE BEGA 66 519, BLACK	
0	B	GROUND MOUNTED FLOOD LIGHT BEGA 77 795, BLACK	
3	C	WALL SCONCE BEGA 66 698, BLACK	
0	D	LED RECESSED CEILING DOWNLIGHT BEGA55 823, STAINLESS STEEL	
33	E	RECESSED WALL W/ STEP BAFFLE BEGA 22 249, BLACK	
0	F	WALL SCONCE BEGA 66 290, BLACK	
0	K	CEILING MOUNT DIRECT FINELITE, HP-4 WM-D, WHITE	



KEY MAP



0 8 16 24 FT

THIRD FLOOR PHOTOMETRICS
SCALE: 1/8" = 1'-0"

1

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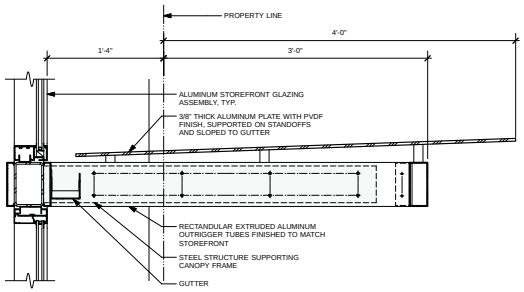
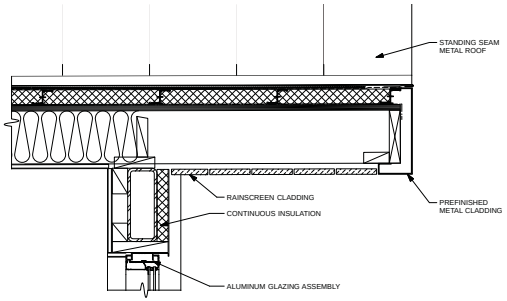
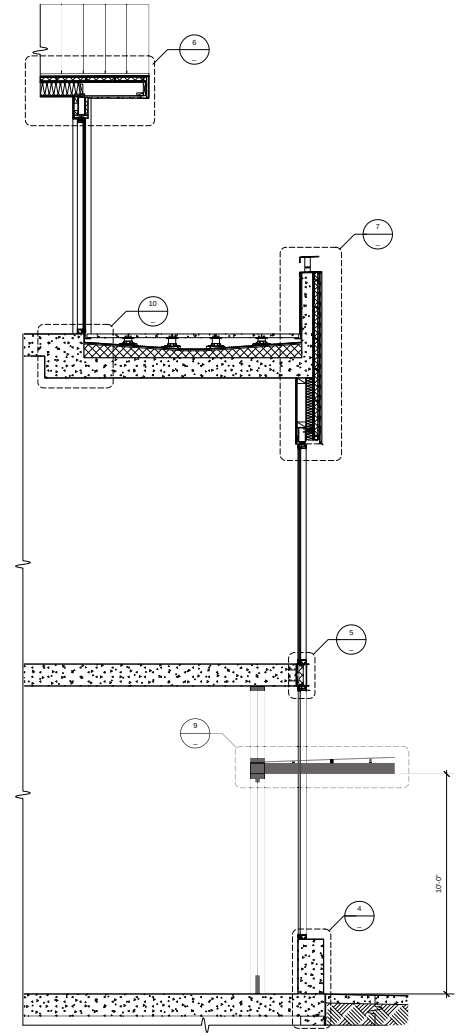


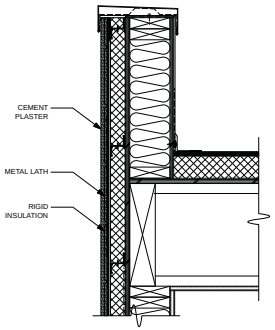
LEVEL 1 CANOPY SECTION DETAIL 9
SCALE: 1 1/2" = 1'-0"



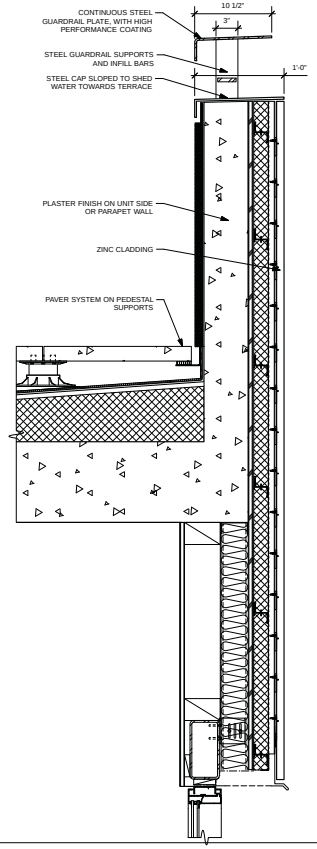
RESIDENTIAL EAVE DETAIL 6
SCALE: 1 1/2" = 1'-0"



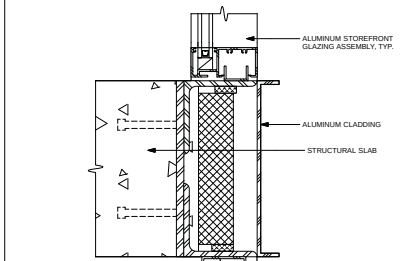
WALL SECTION 1
SCALE: 3/8" = 1'-0"



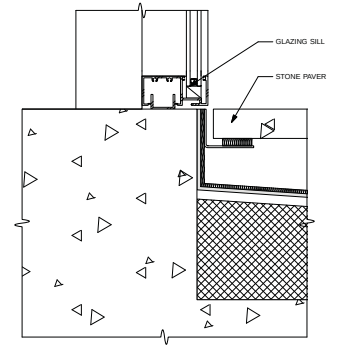
TYPICAL PARAPET DETAIL AT CEMENT PLASTER 11
SCALE: 1 1/2" = 1'-0"



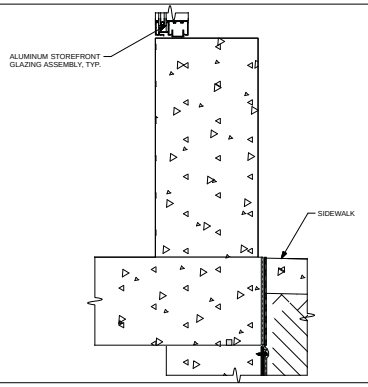
SECTION DETAIL AT LEVEL 3 TERRACE GUARDARIL 7
SCALE: 1 1/2" = 1'-0"



LEVEL 2 SLAB EDGE AT GLAZING BAY 5
SCALE: 3" = 1'-0"



SECTION DETAIL AT LEVEL 3 TERRACE DROPPED SLAB 10
SCALE: 3" = 1'-0"



PONYWALL / STOREFRONT SILL DETAIL 4
SCALE: 1 1/2" = 1'-0"

Date: 5/6/18
File name: 1647.00 A280.vwx

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2 PLANNING RESUBMITTAL 03.19.18
3 PLANNING RESUBMITTAL 04.19.18

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A280

LAYOUT LEGEND

- Pedestrian Concrete
- Ground Cover and Shrubs
- Detail Number / Sheet Number (X / L–X)
- Property Line
- Center Line
- Align
- Pedestrian Scale Pole Light See Color and Finish Schedule
- Fire Hydrant S.C.D.
- Utility Boxes S.C.D.
- Below grade utilities as noted. S.C.D.
- Accent Paving Type 1
- Accent Paving Type 2
- Accent Paving Type 3
- Accent Paving Type 4
- E.J. Expansion Joint
- S.A.D. See Architect's Drawings
- S.C.D. See Civil Engineer's Drawings
- S.C.F.S. See Color and Finish Schedule

LAYOUT NOTES

1. The Contractor shall verify all distances and dimensions in the field and bring any discrepancies to the attention of the Landscape Architect for a decision before proceeding with the work.
2. Contractor to take all necessary precautions to protect buildings and waterproof membranes from damage. Any damage caused by the Contractor or the Contractor's representatives during their activities shall be repaired at no cost to the Owner.
3. All written dimensions supersede all scaled distances and dimensions. Dimensions shown are from the face of building wall, face of curb, edge of walk, property line, or centerline of column unless otherwise noted on the drawings.
4. Walk scoring, expansion joints and paving shall be located as indicated on the Layout Plans, Landscape Construction Details, or as field adjusted under the direction of the Landscape Architects.
5. All building information is based on drawings prepared by:
   Hayes Group Architects, Inc.
   2657 Spring Street
   Redwood City, CA 94063
   650.365.0600
6. All site civil information is based on drawings prepared by:
   BKF Engineers
   255 Shoreline Dr., Suite 200
   Redwood City, CA 94065
   650.482.6300
7. The Contractor is to verify location of all on–site utilities before commencing with the work. The Contractor shall be responsible for the repair of any damage to utilities caused by the activities of the Contractor or the Contractor's representatives. Any utilities shown on Landscape Drawings are for reference and coordination purposes only.
8. Protect all existing construction from damage. The Contractor shall be responsible for the repair of any damage to existing construction caused by the activities of the Contractor or the Contractor's representatives.
9. Expansion joints shall be located no less than 16' o.c. nor greater than 20' o.c. and/or as indicated on the Layout Plans, Landscape Construction Details, or as field adjusted under the direction of the Landscape Architect.

CONCEPTUAL COLOR AND FINISH SCHEDULE

PEDESTRIAN CONCRETE PAVING
Type 1 Natural Grey Concrete to Match Existing Concrete Paving on Adjacent Site, per City's Standard.

ACCENT PAVING
Type 1 Natural Stone Paving, Haussmann – 'Lava Gris', to Match Building Wall tile.

Type 2 By Architect

Type 3 By Architect

Type 4 16" Wide Brick Band along Planting Area, Color to Match City's Standard.

LIGHTING FIXTURES

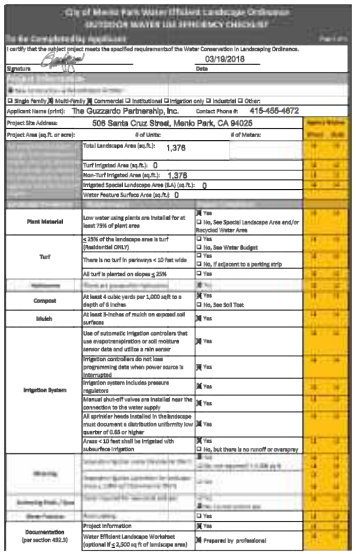
Pedestrian Scale Pole Light, Albertslung Maxi Post by Louis Poulsen. Available through ALR Lighting, www.alrinc.com, 510.638.3800

PRECAST PLANTER POT
Type 1: 072 INFINITY, 24x18.75x42, Stainless Steal Finish, by IAP, www.iapsf.com, 510.536.4886

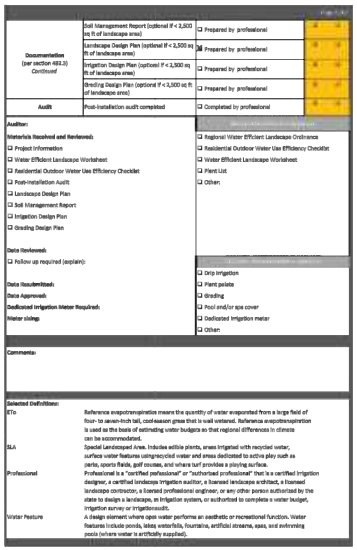
LIGHTING NOTES

1. Exterior Landscape and Streetscape lighting shall utilize fixtures with low cut–off angles, appropriately positioned to minimize glare into dwelling units and light pollution into the night sky.
2. Light fixtures and lamps shall be energy–efficient and color balanced to provide high quality comfortable and secure lighting to provide safe pedestrian and auto circulation. LED fixtures will be used to provide low energy use, high performance, low glare and an attractive site lighting experience.

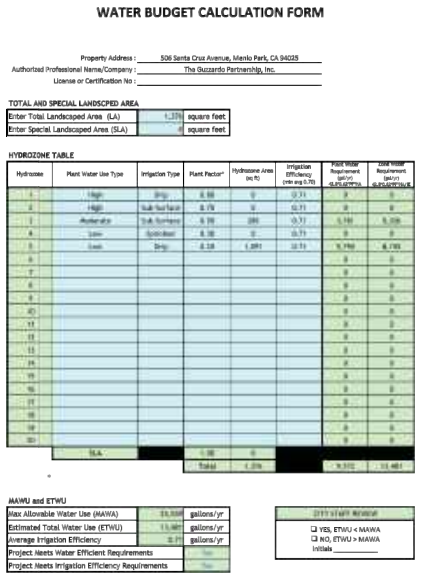
OUTDOOR WATER USE EFFICIENCY CHECKLIST



OUTDOOR WATER USE EFFICIENCY CHECKLIST



WATER BUDGET CALCULATION FORM



SHEET INDEX

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L–1.2 Planting Notes and Legend
L–1.3 Landscape Imagery
L–2.1 Conceptual Landscape Plan – Ground Level
L–2.2 Conceptual Landscape Plan – Level 2
L–2.3 Conceptual Landscape Plan – Level 3
L–3.1 Tree Disposition Plan
L–5.1 Irrigation Zone Diagram – Ground Level
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L–5.3 Irrigation Zone Diagram – Level 3
L–6.1 Conceptual Details

556 Santa Cruz Avenue

Menlo Park, CA

THE GUZZARDO PARTNERSHIP INC.
Landscape Architects · Land Planners
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San Francisco, CA 94111
T 415 433 4672
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Issues/Revisions:

No.	Date	Description
1	09/18/2017	Planning Submittal
2	12/01/2017	Planning Resubmittal
3	03/19/2018	Planning Resubmittal
4	04/19/2018	Planning Resubmittal

General Notes and Legend

Date:

L1.1

of sheets this section
Project Number

PLANTING NOTES

THE FOLLOWING SIX (6) NOTES ARE FOR BIDDING PURPOSES ONLY

1. The contractor is required to submit plant quantities and unit prices for all plant materials as a part of the bid.
2. Assume 15 gallon plant for any unlabelled or un–sized tree; 5 gallon plant for any unlabelled or un–sized shrub; and 4" pots @ 12" o.c. (not flats) for any unlabelled ground cover. All planting beds, are to receive ground cover plant installation in addition to the shrubs and trees shown on the plans.
3. The planting areas shall be ripped to a depth of 8" to reduce compaction. The native subgrade soil shall be treated with 100 lbs of gypsum/1000 sf and leached to improve drainage and reduce the soil interface barrier. Contractor shall coordinate this work with other trades. This is subject to the final recommendations of the soils test (see below) and review by the Landscape Architect and the Owner.
4. All planting areas are to receive Super Humus Compost by BFI (408.945.2844; www.bfi.com) at the rate of 6 cubic yards/1000 square feet, evenly tilled 6" deep into the soil to finish grade. All planting areas shall have 6–20–20 Commercial Fertilizer at 25lbs/1000 square feet evenly distributed into the soil. This is subject to the final recommendations and review of the soils test (see below) by the Landscape Architect and the Owner.
5. Planting pits are to be backfilled with a mixture of 50% native soil and 50% amended native soil.
6. The General Contractor is to provide an agricultural suitabilities analysis for on–site rough graded soil and any imported topsoil. Recommendations for amendments contained in this analysis are to be carried out before planting occurs. Such changes are to be accompanied by equitable adjustments in the contract price if/when necessary. See specifications for testing procedure.
7. All work shall be performed by persons familiar with planting work and under supervisions of a qualified planting foreman.
8. Plant material locations shown are diagrammatic and may be subject to change in the field by the Landscape Architect before the maintenance period begins.
9. All trees are to be staked as shown in the staking diagrams.
10. All street trees to be installed in accordance with the standards and specifications of the City of Menlo Park. Contractor to verify tree species/cultivar specification(s) with City Arborist (or designated municipal authority) prior to acquisition and installation of all street trees. Contractor to obtain written, signed documentation from the City Arborist (or designated municipal authority) confirming the species/cultivar specification(s) to be installed including installation size and installation detailing.
11. Plant locations are to be adjusted in the field as necessary to screen utilities but not to block windows nor impede access. The Landscape Architect reserves the right to make minor adjustments in tree locations after planting at no cost to the Owner. All planting located adjacent to signs shall be field adjusted so as not to interfere with visibility of the signs.
12. The Landscape Architect reserves the right to make substitutions, additions, and deletions in the planting scheme as felt necessary while work is in progress. Such changes are to be accompanied by equitable adjustments in the contract price if/when necessary and subject to the Owner's approval.
13. All planting areas, shall be top–dressed with a 3" layer of recycled wood mulch, "Prochip" by BFI (408.888.7632; www.bfi.com) or equal. This shall include all pre–cast planter pots. Mulch shall be Brown in color. Submit sample to Landscape Architect for review prior to ordering. Hold all mulch six (6) inches from all plants where mulch is applied over the rootball.
14. All street trees to be installed in accordance with the standards and specifications of the City of Menlo Park, California.
15. Trees shall be planted to anticipate settlement.
16. Plant material requiring iron supplements shall have chelated iron foliar feeding applications per manufacturer's specifications. See specifications for materials.
17. All trees noted with 'deep root' and those planted within 5'–0" of concrete paving, curbs, and walls shall have deep root barriers installed per manufacturer's specifications. See specifications for materials.
18. Ground cover shall be planted as shown on the plan, including under shrubs and in tree watering basins.
19. The Landscape Contractor shall arrange with a nursery to secure plant material noted on the drawings and have those plants available for review by the Owner and Landscape Architect within thirty (30) days of award of contract. The Contractor shall purchase the material and have it segregated and grown for the job upon approval of the plant material. The deposit necessary for such contract growing is to be born by the Contractor.
20. The project has been designed to make efficient use of water through the use of drought tolerant plant materials. Deep rooting shall be encouraged by deep watering plant material as a part of normal landscape maintenance. The irrigation for all planting shall be limited to the amount required to maintain adequate plant health and growth. Water usage should be decreased as plants mature and become established. The irrigation controllers shall be adjusted as necessary to reflect changes in weather and plant requirements.
21. The Landscape Contractor shall verify the location of underground utilities and bring any conflicts with plant material locations to the attention of the Landscape Architect for a decision before proceding with the work. Any utilities shown on the Landscape drawings are for reference and coordination purposes only. See Civil Drawings.
22. The design intent of the planting plan is to establish an immediate and attractive mature landscape appearance. Future plant growth will necessitate trimming, shaping and, in some cases, removal of trees and shrubs as an on–going maintenance procedure.

PLANT SPACING DIAGRAM

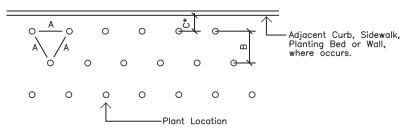

Diagram for use when plants are spaced equidistant from each other as in all ground cover plantings and massed shrub plantings

PLANT CALLOUT SYMBOL

PLANT QUANTITY DIAGRAM

SPACING 'A'	SPACING 'B'	SPACING 'C'	NO. OF PLANTS/SQUARE FOOT
6" O.C.	5.20"	2.60"	4.60
8" O.C.	6.93"	3.47"	2.60
9" O.C.	7.79"	3.90"	1.78
10" O.C.	8.66"	4.33"	1.66
12" O.C.	10.40"	5.20"	1.15
15" O.C.	13.00"	6.50"	0.74
18" O.C.	15.60"	7.80"	0.51
24" O.C.	20.80"	10.40"	0.29
30" O.C.	26.00"	13.00"	0.18
36" O.C.	30.00"	15.00"	0.12
48" O.C.	40.00"	20.00"	0.07
72" O.C.	62.35"	31.18"	0.04

See Plant Spacing Diagram for maximum triangular spacing 'A'. This chart is to be used to determine number of ground cover required in a given area and spacing between shrub massings. Where shrub massings are shown, calculate shrub mass areas before utilizing spacing chart to determine plant quantities.

* Where curb, sidewalk, adjacent planting bed or wall condition occurs, utilize spacing 'C' to determine plant distance from wall, sidewalk, adjacent planting bed or back of curb, where C=1/2 B.

IRRIGATION NOTES

1. All planting areas are to be irrigated with an approved automatic underground irrigation system, utilizing a dedicated irrigation water meter, backflow devices, point source irrigation emitters, in accordance with the City of Menlo Park Landscape Outdoor Water Use Efficiency Checklist. Potable irrigation water will be delivered by drip irrigation devices. The system shall be designed to make efficient use of water through conservation techniques, and be in compliance with resolution 6261, as required by the State of California.
2. An application and detailed landscape irrigation plan will be submitted with the building permit submittal package. All planting and irrigation will be in compliance with the city's Water Efficient Landscape Ordinance.
3. Irrigation Controllers shall use weather sensing technology to automatically adjust the irrigation system operation in response to real–time landscape planting demands and daily changes in weather conditions.
4. Irrigation Valves shall be aligned with planting types, sun exposure and soil conditions to allow for efficient use of irrigation water in accordance with plant material irrigation requirements, as reflected in the Hydrozone requirements.
5. Landscape Trees, Shrubs, Groundcovers have been selected to include Native California Plants, and Mediterranean Climate drought tolerant plant species for the project.
6. Landscape and Irrigation Plans, with a Project Compliance Checklist, will be submitted with the Building Permit Application, which will document the landscape and planting design specifications in compliance with the City Ordinances.
7. The final construction documents will provide the contractor with an understanding of the design intent for the maintenance of the planting areas regarding care and pruning of the site. The maintenance contractor shall furnish all labor, equipments, materials and supervision required to properly maintain the landscaped areas in an attractive condition and as described in the project maintenance specifications.
8. Street Trees to be irrigated by on site system.

PLANTING PALETTE

TREES							
KEY	SIZE	BOTANICALNAME	COMMONNAME	CULTIVAR	COMMENTS		WUCOLS
LAU NOB	36" Box	Laurus nobilis 'Saratoga'	Saratoga Laurel				L
POD MAC	36" Box	Podocarpus macrophyllus	Yew Plum Pine				M
QUE KEL	36" Box	Quercus kelloggii	California Black Oak				L
SHRUBS / GRASSES / GROUNDCOVERS							
KEY	SIZE	BOTANICALNAME	COMMONNAME	CULTIVAR	COMMENTS	SPACING	WUCOLS
ANI	5 gallon	Anigozanthos 'Bush Baby'	Dwarf Kangaroo Paw			one on each pot	L
CHO	5 gallon	Chonderopetalum tectorum	Cape Rush			36" o.c.	L
DIB	5 gallon	Dietes bicolor	Butterfly Flag			24" o.c.	L
HET	5 gallon	Heteromeles arbutifolia	Toyon			72" o.c.	L
IRD	5 gallon	Iris douglasiana	Douglas Iris			18" o.c.	L
NAT	5 gallon	Nassella tenuissima	Mexican Feather Grass			one on each pot	L
PRU	5 gallon	Prunus caroliniana	Cherry Laurel			48" o.c.	M
SAL	5 gallon	Salvia officinalis	Common Sage			24" o.c.	L
SED	1 gallon	Sedum supestre 'Angelina'	Angelina Stonecrop			12" o.c.	L
SEM	5 gallon	Sempervivum	Hens and Chicks			18" o.c.	L
VINES							
CLY	5 gallon	Clytostoma callistegioides	Violet Trumpet Vine			36" o.c.	M
ROS	5 gallon	Rosa banksiae 'Lutea'	Banksia Rose			36" o.c.	M

NOTE: WUCOLS value (Water Use Classification of Landscape Species) per WUCOLS IV, 2014 edition

LANDSCAPE ORDINANCE COMPLIANCE STATEMENT

I have complied with the criteria of the Water Conservation in Landscaping Ordinance and have applied them for the efficient use of water in the Landscape and Irrigation Design Plan.

Gary D. Laymon
Landscape Architect
License #2397

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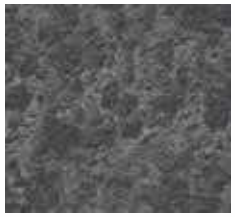
Planting Notes and Legend

Date:

L1.2

of sheets this section
Project Number



Accent Stone Paving at Entrance

16" Wide Brick Paving

Natural Gray Color Concrete to Match Existing

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Menlo Park, CA

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Landscape Architects + Land Planners

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3	04/19/2018	Planning Resubmittal

Landscape Imagery

Date:

L1.3

Project Number

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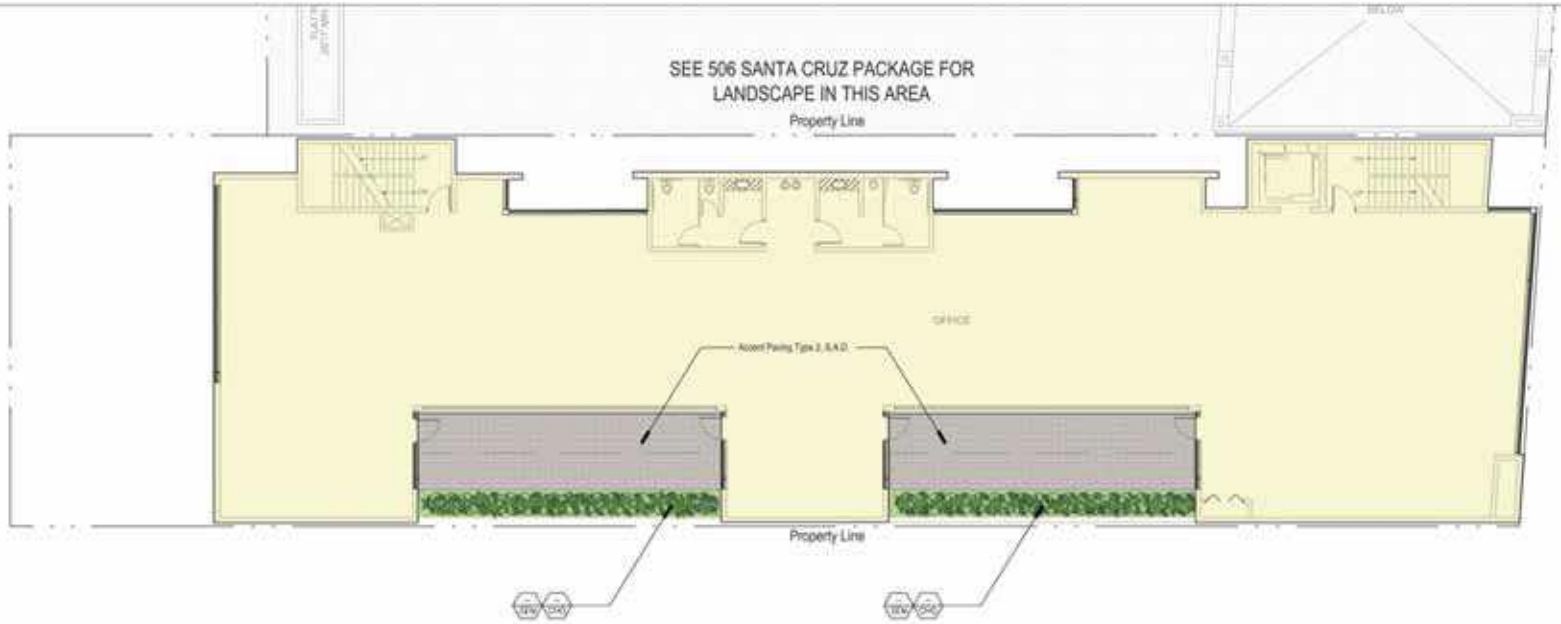
3	04/19/2018	Planning Resubmittal
	05/02/2018	Planning Resubmittal

Conceptual Landscape Plan - Ground Level

L2.1

sheets this section

Project Number



556 Santa Cruz Avenue

Menlo Park, CA

THE GUZZARDO PARTNERSHIP INC.
Landscape Architects - Land Planners
181 Greenwich Street
San Francisco, CA 94111
T 415 433 4672
F 415 433 5065

Issues/Revisions

No.	Date	Description
	09/18/2017	Planning Submittal
1	12/01/2017	Planning Resubmittal
2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

CONCEPTUAL LANDSCAPE PLAN LEVEL 2

Date

L2.2

of sheets this section

Project Number

556 Santa Cruz Avenue

Menlo Park, CA

THE GUZZARDO PARTNERSHIP INC.
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181 Greenwich Street
San Francisco, CA 94111
T 415 433 4672
F 415 433 5065

Issues/Revisions

No.	Date	Description
	09/18/2017	Planning Submittal
1	12/01/2017	Planning Resubmittal
2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

CONCEPTUAL LANDSCAPE PLAN LEVEL 3

Date

L2.3

of sheets this section

Project Number

OVERALL SITE TREE MITIGATION CHART						
	Remove		Mitigation Requirement		Proposed Mitigation Trees	
	Heritage Tree	Street Tree	Heritage Tree (2:1 Ratio)	Street Tree	Heritage Tree	Street Tree
1125 Merrill Street	3	1	6	1	6	1
560 Santa Cruz	3	3	6	3	6	3
556 Santa Cruz	0	1	0	1	0	1
TOTAL	6	5	12	5	12	5

3

NOTE:

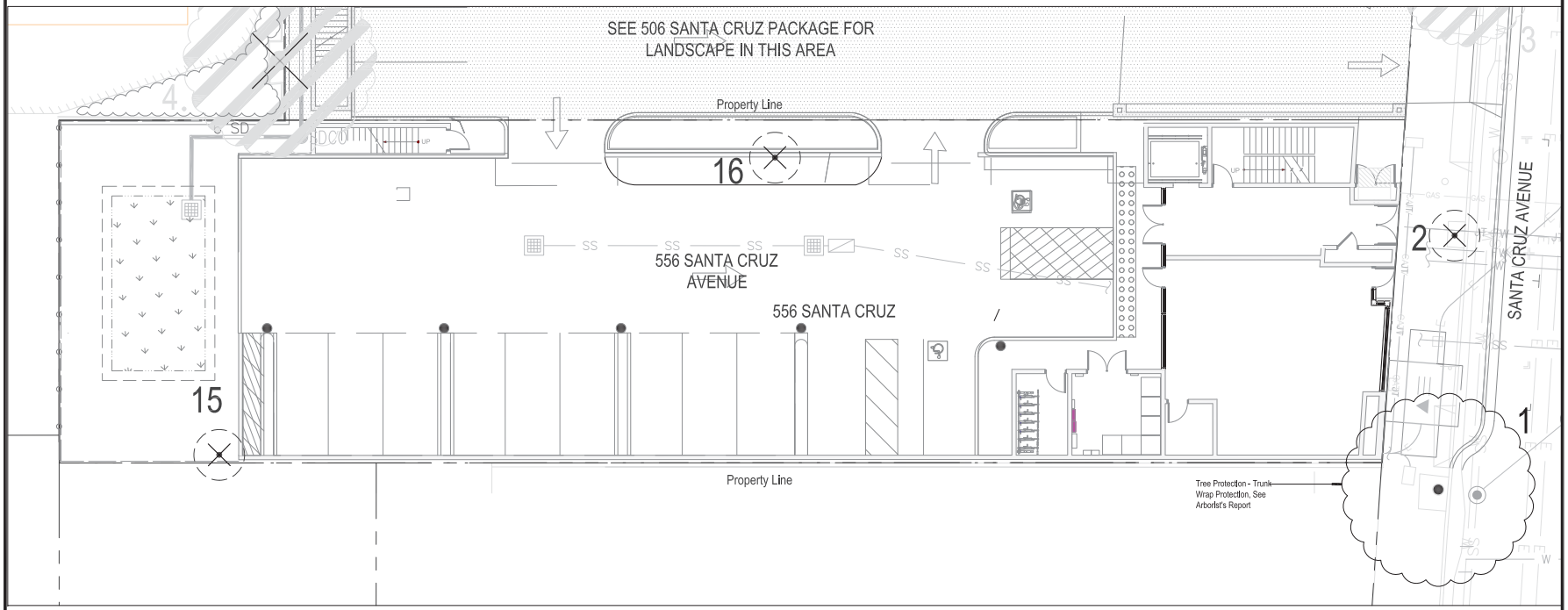
1. See Arborist Report for full Tree Protection Notes.
2. Tree Disposition Plan has been prepared based on topographic survey provided by Civil Engineer. See Arborist Report prepared by Certified Arborist David Babby dated on January 26, 2018 for tree evaluation details.
3. Removal of Heritage Trees requires an application to the City Arborist.

* ARBORIST PROTECTION NOTES:

1. Install tree protection prior to any demolition and grading for the purpose of restricting access into unpaved sections of ground within a TPZ throughout construction.
2. Prior to the City issuing a permit, a letter from arborist is required confirming fencing has been installed per arborist report.

TREE DISPOSITION LEGEND

KEY	DESCRIPTION	QUANTITY
	EXISTING TREE TO REMAIN	0
	EXISTING HERITAGE TREE TREE TO REMAIN	1
	EXISTING TREE TO BE TRANSPLANTED	0
	HERITAGE TREES TO BE REMOVED	0
	EXISTING TREES TO BE REMOVED	3



556 Santa Cruz Avenue

Menlo Park, CA

THE GUZZARDO PARTNERSHIP INC.
Landscape Architects · Land Planners
181 Greenwich Street
San Francisco, CA 94111
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F 415 433 5003

LICENSED LANDSCAPE ARCHITECT — STATE OF CALIFORNIA

Issues/Revisions:

No.	Date	Description
1	09/18/2017	Planning Submittal
2	12/01/2017	Planning Resubmittal
3	03/19/2018	Planning Resubmittal
4	04/19/2018	Planning Resubmittal

Tree Disposition Plan

North

Scale: 1/8" = 1'

0 4 8 16

Date:

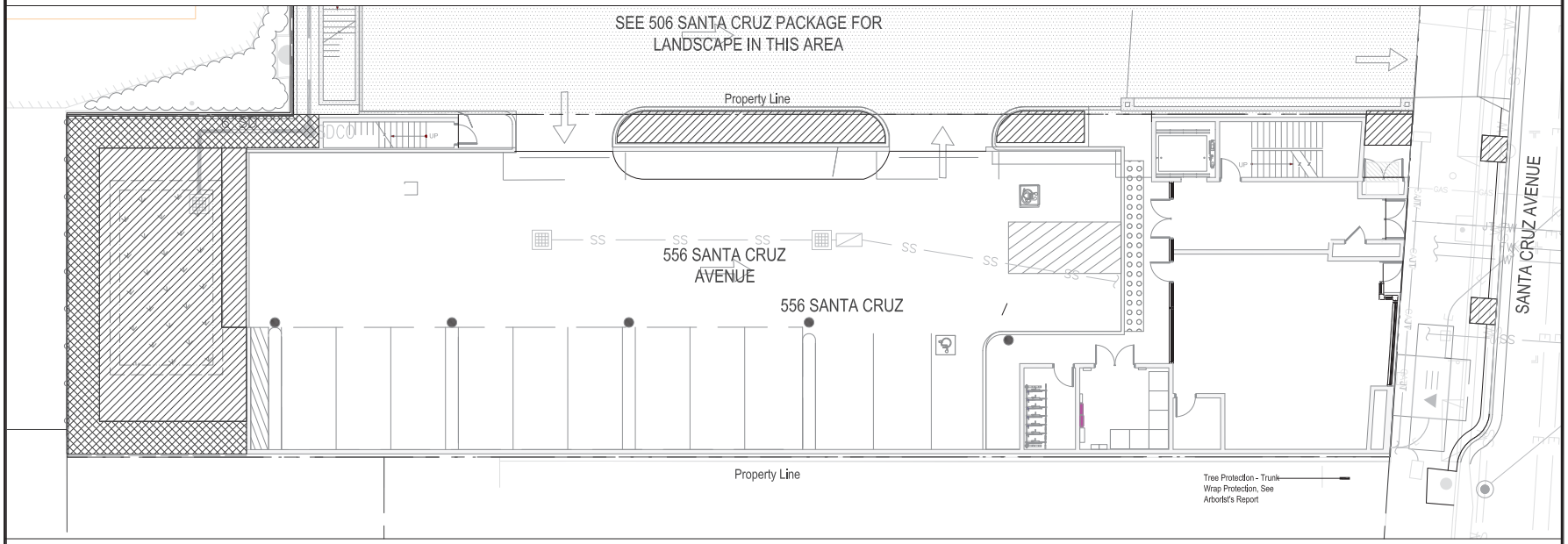
L3.1

of sheets this section

Project Number

WATER USE LEGEND

Key	WUCOLS Category
	LOW WATER USE Ground Level: 1,299 SF Level 2: 319 SF Level 3: 289 SF Level 4: 0 SF TOTAL: 1,907 SF
	MEDIUM WATER USE Ground Level: 551 SF Level 2: 0 SF Level 3: 0 SF Level 4: 0 SF TOTAL: 551 SF



556 Santa Cruz Avenue

Menlo Park, CA

THE GUZZARDO PARTNERSHIP INC.
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181 Greenwich Street
San Francisco, CA 94111
T 415 433 4672
F 415 433 5003

Issues/Revisions:

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	09/18/2017	Planning Submittal
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3	04/19/2018	Planning Resubmittal

IRRIGATION ZONE DIAGRAM GROUND LEVEL

North

Scale: 1/8" = 1'
0 4 8 16

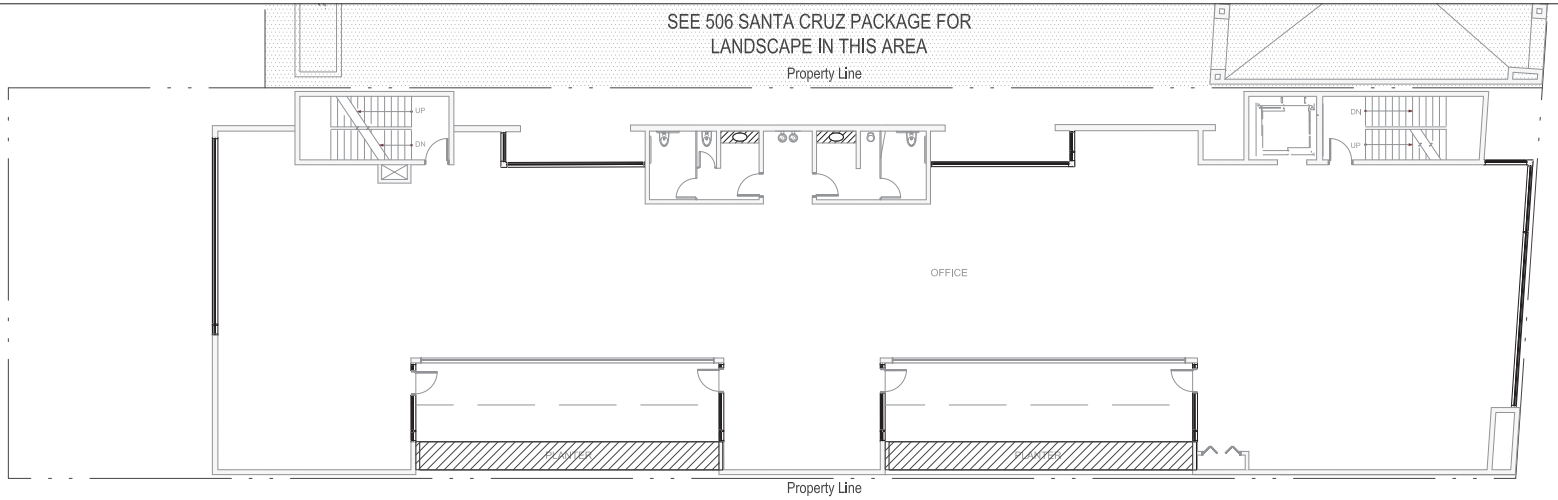
Date:

L5.1

of sheets this section
Project Number

WATER USE LEGEND

Key	WUCOLS Category
	LOW WATER USE Ground Level: 1,299 SF Level 2: 319 SF Level 3: 289 SF Level 4: 0 SF TOTAL: 1,907 SF
	MEDIUM WATER USE Ground Level: 551 SF Level 2: 0 SF Level 3: 0 SF Level 4: 0 SF TOTAL: 551 SF



556 Santa Cruz Avenue

Menlo Park, CA

THE GUZZARDO PARTNERSHIP INC.
Landscape Architects · Land Planners
181 Greenwich Street
San Francisco, CA 94111
T 415 433 4672
F 415 433 5003

LICENSED LANDSCAPE ARCHITECT
STATE OF CALIFORNIA

Issues/Revisions:

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	09/18/2017	Planning Submittal
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2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

N
North

Scale: 1/8" = 1'
0 4 8 16

LEVEL 2
IRRIGATION ZONE
DIAGRAM

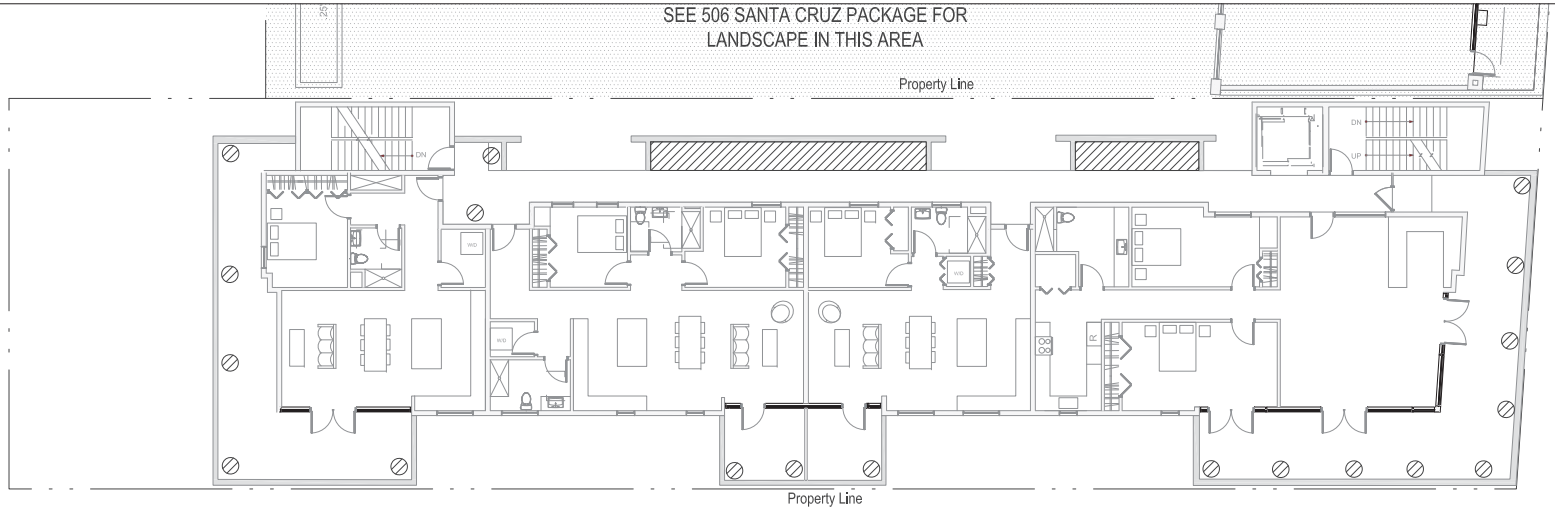
Date:

L5.2

of sheets this section
Project Number

WATER USE LEGEND

Key	WUCOLS Category
	LOW WATER USE Ground Level: 1,299 SF Level 2: 319 SF Level 3: 289 SF Level 4: 0 SF TOTAL: 1,907 SF
	MEDIUM WATER USE Ground Level: 551 SF Level 2: 0 SF Level 3: 0 SF Level 4: 0 SF TOTAL: 551 SF



556 Santa Cruz Avenue

Menlo Park, CA

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181 Greenwich Street
San Francisco, CA 94111
T 415 433 4672
F 415 433 5003

Issues/Revisions:

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	09/18/2017	Planning Submittal
1	12/01/2017	Planning Resubmittal
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3	04/19/2018	Planning Resubmittal

North

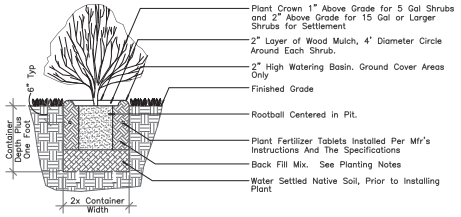
Scale: 1/8" = 1'
0 4 8 16

IRRIGATION ZONE DIAGRAM
LEVEL 3

Date:

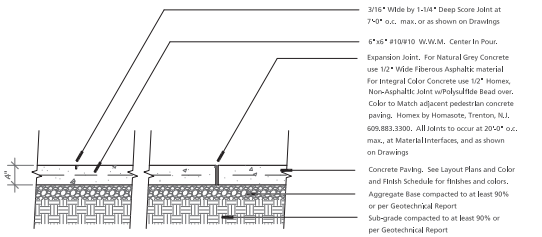
L5.3

of sheets this section
Project Number



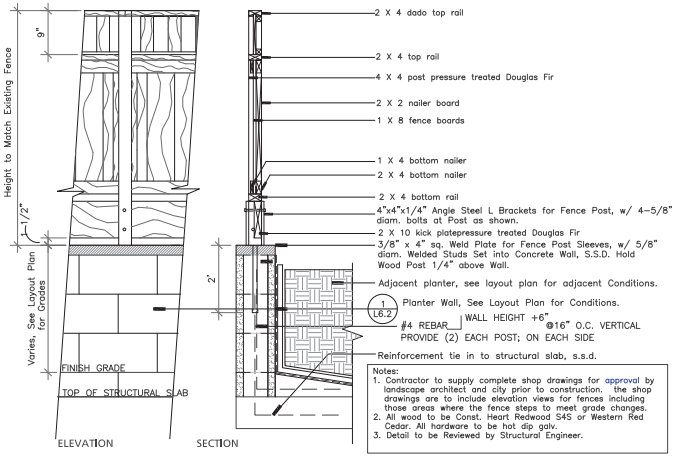
4 Shrub Planting Detail

Not to Scale



1 Pedestrian Concrete Paving

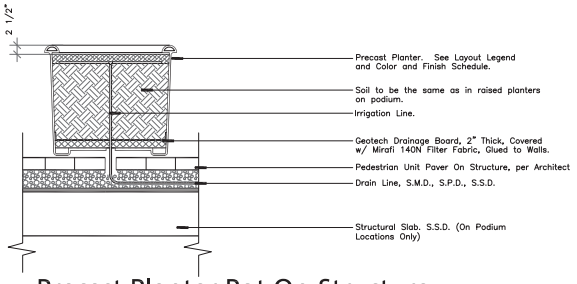
Scale: 1" = 1'-0"



5 Good Neighbor Fence on Planter Wall

Scale: 1" = 1'-0"

2 NOT TO USE



3 Precast Planter Pot On-Structure

Scale: 3/4"=1'-0"

556 Santa Cruz Avenue

Menlo Park, CA

THE GUZZARDO PARTNERSHIP INC.
Landscape Architects · Land Planners
181 Greenwich Street
San Francisco, CA 94111
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F 415 433 5003

LICENSED LANDSCAPE ARCHITECT
Daniel Layman No. 3751
Renewal 08/31/2019
STATE OF CALIFORNIA

Issues/Revisions:

No.	Date	Description
	09/18/2017	Planning Submittal
1	12/01/2017	Planning Resubmittal
2	03/19/2018	Planning Resubmittal
3	04/19/2018	Planning Resubmittal

Conceptual Details

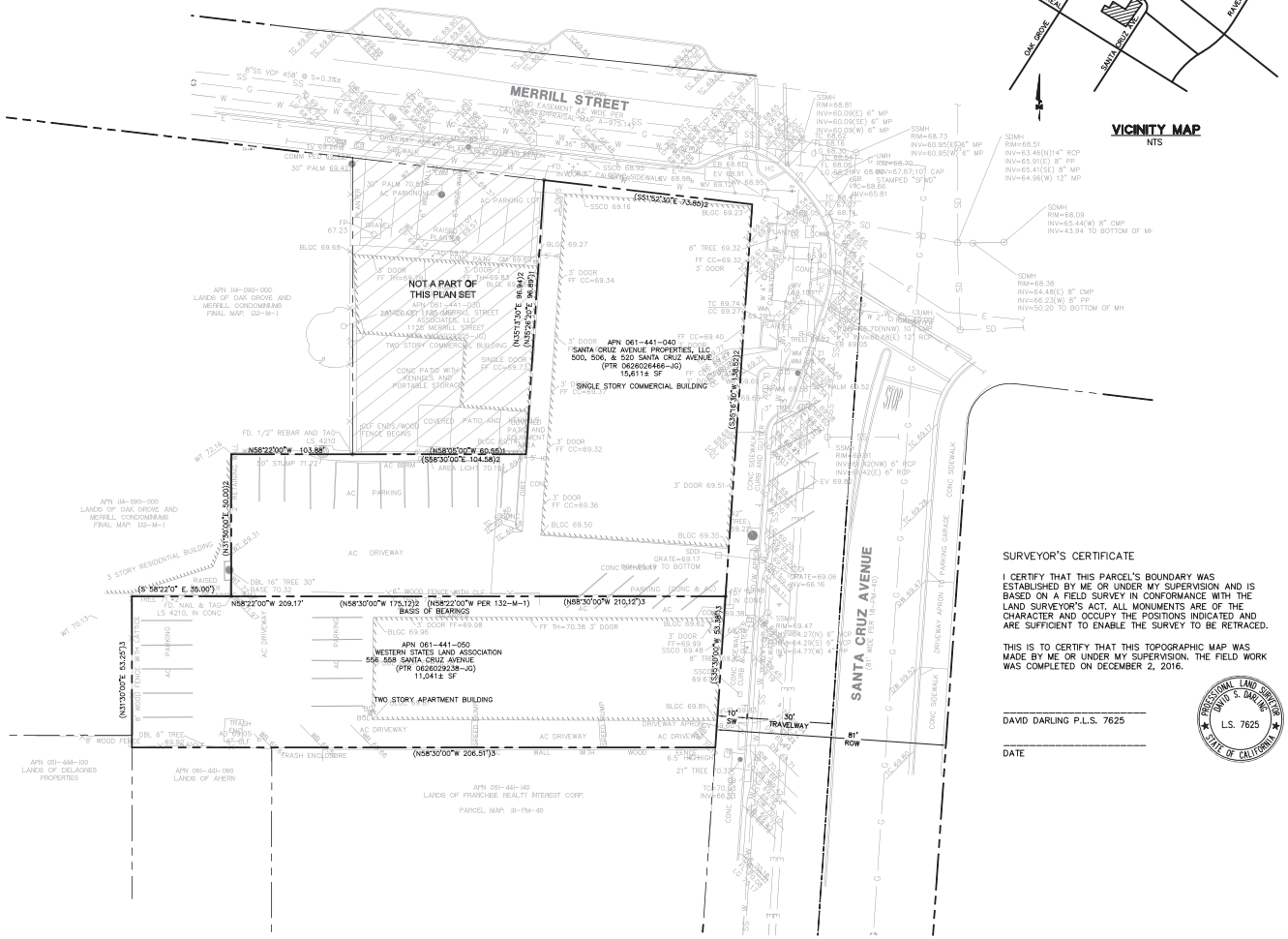
Date:

L6.1

of sheets this section

Project Number

E84


MERRILL STREET
SANTA CRUZ AVENUE
NOT A PART OF THIS PLAN SET
APN 061-441-040
SANTA CRUZ AVENUE PROPERTIES, LLC
500, 506, & 520 SANTA CRUZ AVENUE
(PTR 0626026466-JG)
15,611± SF
SINGLE STORY COMMERCIAL BUILDING
APN 061-441-050
WESTERN STATES LAND ASSOCIATION
556 568 SANTA CRUZ AVENUE
(PTR 0626029238-JG)
11,041± SF
TWO STORY APARTMENT BUILDING
APN 061-441-030
APN 061-441-060
APN 061-441-070
APN 061-441-080
APN 061-441-090
APN 061-441-100
APN 061-441-110
APN 061-441-120
APN 061-441-130
APN 061-441-140
APN 061-441-150
APN 061-441-160
APN 061-441-170
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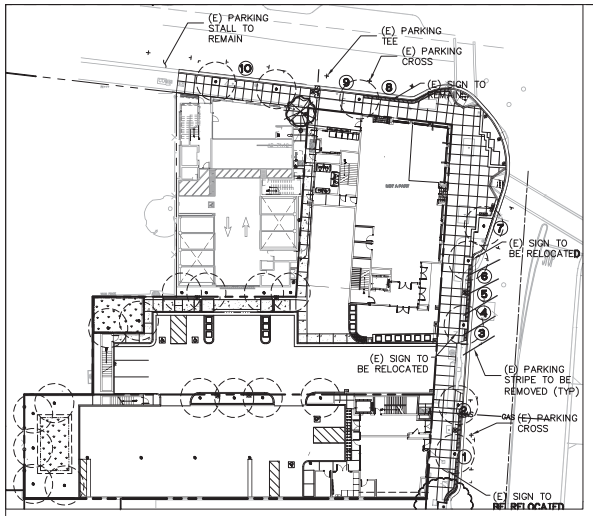
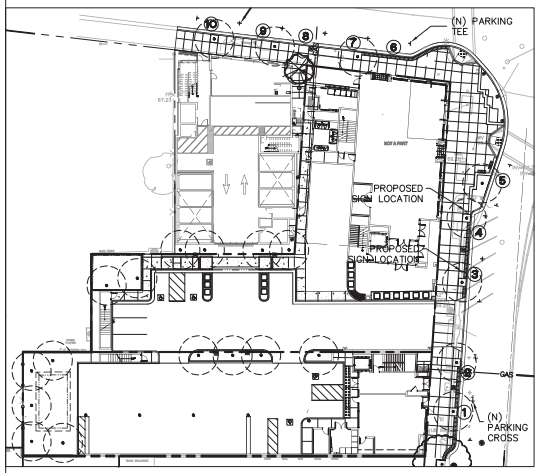
APN



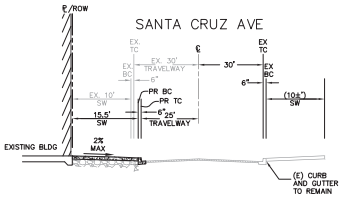
EXISTING OFF-SITE PARKING STALL STRIPING AND PARKING STALL COUNT



PROPOSED OFF-SITE PARKING STALL STRIPING AND PARKING STALL COUNT

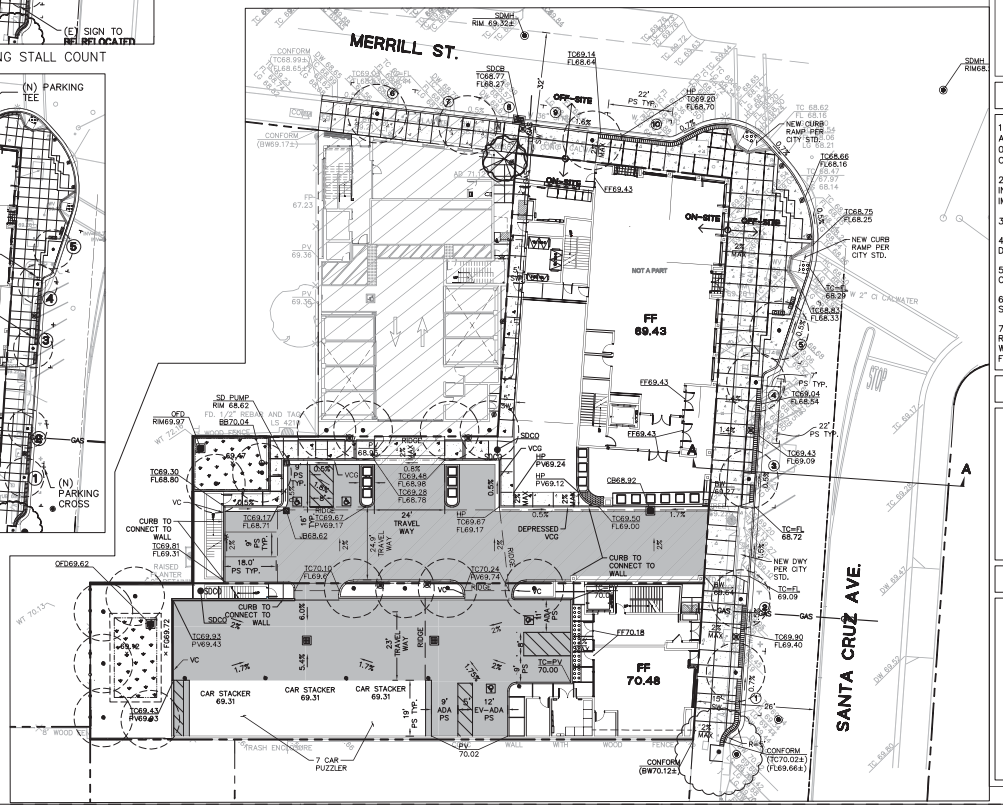
NOTE: EXISTING PARKING STALL COUNT MATCHES PROPOSED. ALL PROPOSED PARALLEL PARKING STALLS ARE TO BE STRIPED PER MENLO PARK PARKING AREA DESIGN GUIDELINES (T-1 7' WIDE BY 22' LONG)

OFFSITE PARKING STALL COUNT		
EXISITING	PROPOSED	DIFFERENCE
10	10	0



SANTA CRUZ AVE. SECTION A-A

N.T.S.



LEGEND

- PROPERTY LINE
- ADJACENT PROPERTY LINE
- VERTICAL CURB
- VERTICAL CURB & GUTTER
- VALLEY GUTTER
- GRADE BREAK
- BIORETENTION BASIN
- NEW AC PAVEMENT
- NEW CONCRETE
- EASEMENT AREA
- SLOPE TO DRAIN
- STORM DRAIN AREA DRAIN
- STORM DRAIN OVERFLOW DRAIN
- STORM DRAIN BUBBLER BOX
- STORM DRAIN CATCH BASIN
- SDCO STORM DRAIN CLEANOUT
- TC66.78 FL66.28 PROPOSED ELEVATION
- OVERLAND RELEASE

NOTES

1. THE PROJECT IS IN ZONE X: AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN PER FLOOD INSURANCE RATE MAP (FIRM), NO. 060321 (CITY OF MENLO PARK), PANEL 0308, SUFFIX E, EFFECTIVE DATE OCTOBER 16, 2015 FROM FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA).
2. GRADES IN THE FIRST 10 FEET ADJACENT TO THE STRUCTURE MUST DROP 6 INCHES MINIMUM (5%) FOR PERVIOUS SURFACES, AND SLOPE AT 2% MINIMUM FOR IMPERVIOUS SURFACES AS REQUIRED BY CRC § R401.3.
3. REMOVE AND REPLACE ALL SIDEWALK ACROSS SANTA CRUZ AVENUE.
4. REMOVE AND REPLACE ANY CRACKED, DEPRESSED, UPLIFTED, OR OTHERWISE DAMAGED IMPROVEMENTS ALONG THE ENTIRE PROJECT FRONTAGE.
5. ANY FRONTAGE IMPROVEMENTS WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION WILL BE REQUIRED TO BE REPLACED.
6. STREET REPAVING SHALL COMPLY WITH CITY STANDARD DETAILS ST-9A AND SLURRY PER ST-9A, ST-9B, AND ST-16.
7. AN ENCROACHMENT PERMIT FROM THE THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES IN THE PUBLIC RIGHT OF WAY. A LIST OF REQUIREMENTS FOR ENCROACHMENT PERMIT SUBMITTAL CAN BE FOUND AT HTTP://WWW.MENLOPARK.ORG/202/ENCOACHMENT-PERMITS.

ABBREVIATIONS

AD	AREA DRAIN	PS	PARKING STALL
BB	BUBBLER BOX	PV	PAVEMENT
BW	BACK OF WALK	SD	STORM DRAIN
B/W	BOTTOM OF WALL	SDCO	STORM DRAIN CLEAN OUT
CB	CATCH BASIN	SDJB	STORM DRAIN JUNCTION BOX
CC	CURB OPENING	SS	SANITARY SEWER
FF	FINISH FLOOR	STD	STANDARD
FG	FINISH GRADE	TC	TOP OF CURB
FL	FLOWLINE	TRC	TOP OF ROLLED CURB
GB	GRADE BREAK	TW	TOP OF WALL
HP	HIGH POINT	SW	SIDEWALK
LG	LIP OF GUTTER	T	TREE
MH	MANHOLE	TYP	TYPICAL (OF SEVERAL)
OFD	OVERFLOW DRAIN	TC	TOP OF CURB

NORTH AND ARROW

GRAPHIC SCALE

20 0 20 40

HAYES GROUP ARCHITECTS

HAYES GROUP ARCHITECTS, INC
2657 SPRING STREET
REDWOOD CITY, CA 94063
P: 650.365.0600
F: 650.365.0670
www.thehayesgroup.com

PROJECT DESCRIPTION:

506-556 SANTA CRUZ AVE

506-556 SANTA CRUZ AVE
MENLO PARK
CA, 94025

DESCRIPTION

- DRT SUBMITTAL 2017.02.02
- PLANNING SUBMITTAL 2017.09.15

SHEET REVISIONS

1. PLANNING SUBMITTAL 2017.12.01
2. PLANNING SUBMITTAL 2018.03.19
3. PLANNING SUBMITTAL 2018.04.19

BKF 100 YEARS
ENGINEERS . SURVEYORS . PLANNERS

DRAWING CONTENT

PRELIMINARY GRADING AND DRAINAGE PLAN

STAMP

NORMAN L. KONTOROVSKY C 78000 CIVIL STATE OF CALIFORNIA

BKF JOB NUMBER: 20166164

SCALE:

DRAWN BY:

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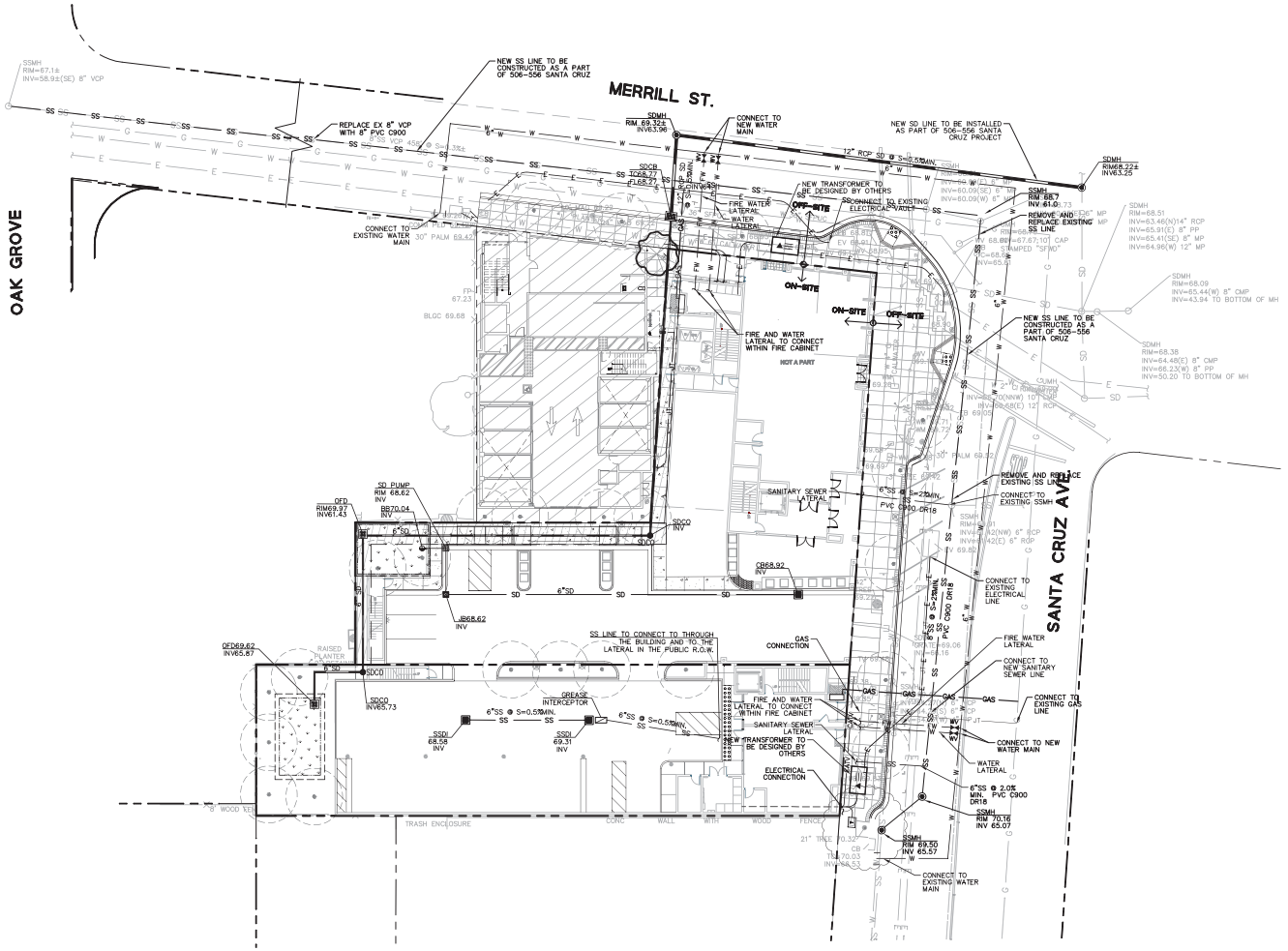
DRAWING NUMBER

C2.0

DRAWING NAME: K:\2016\166164_510_Santa_Cruz_Av_MenloPark\ENGPLANNING\SHEETS\Planning Submittal\02-SC-C2.0-GRD.dwg
PLOT DATE: 04-19-18
PLOTTED BY: kozo



LEGEND

- PROPERTY LINE
- ADJACENT PROPERTY LINE
- VERTICAL CURB
- VERTICAL CURB & GUTTER
- VALLEY GUTTER
- BIORETENTION BASIN
- PRIVATE UTILITY EASEMENT AREA
- SS — PROPOSED SANITARY SEWER LINE
- W — PROPOSED WATER LINE
- FW — PROPOSED FIRE WATER LINE
- G — PROPOSED GAS LINE
- JT — PROPOSED JOINT TRENCH LINE
- PROPOSED STORM DRAIN LINE (TREATED)
- SD — PROPOSED STORM DRAIN LINE (UNTREATED)
- SD — EXISTING STORM DRAIN LINE
- STORM DRAIN AREA DRAIN
- SDMH — STORM DRAIN MANHOLE
- STORM DRAIN OVERFLOW DRAIN
- STORM DRAIN BUBBLER BOX
- CB — STORM DRAIN CATCH BASIN
- SDCO — STORM DRAIN CLEANOUT
- SSMH — SANITARY SEWER MANHOLE
- SANITARY SEWER CLEANOUT
- WV — WATER VALVE
- WM — WATER METER
- GREASE INTERCEPTOR
- TRANSFORMER (FOR REFERENCE ONLY)

NOTES

1. DURING THE DESIGN PHASE OF THE CONSTRUCTION DRAWINGS, ALL POTENTIAL UTILITY CONFLICTS SHALL BE POTHOLED WITH ACTUAL DEPTHS RECORDED ON THE IMPROVEMENT PLANS SUBMITTED FOR CITY REVIEW AND APPROVAL.
2. ALL LATERAL CROSSING WILL REQUIRE COORDINATION WITH SFPUC (36" WATER LINE)

ABBREVIATIONS

AD	AREA DRAIN	PV	PAVEMENT
BB	BUBBLER BOX	S=	SLOPE
BFP	BACK FLOW PREVENTER	S	SOUTH
BV	BLOW OFF VALVE	SD	STORM DRAIN
CB	CATCH BASIN	SDCO	STORM DRAIN CLEAN OUT
E	EAST	SS	SANITARY SEWER
G	GAS	SSCO	SANITARY SEWER CLEAN OUT
INV	INVERT	T	TREE
IRR	IRRIGATION	TYP	TYPICAL (OF SEVERAL)
MH	MANHOLE	W	WEST
N	NORTH	WM	WATER METER
MIN	MINIMUM	WV	WATER VALVE
OFD	OVERFLOW DRAIN		

NORTH AND ARROW

NORTH

GRAPHIC SCALE
20 0 20 40

HAYES GROUP ARCHITECTS, INC
2657 SPRING STREET
REDWOOD CITY, CA 94063
P: 650.365.0600
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506-556 SANTA CRUZ AVE

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MENLO PARK
CA, 94025

DESCRIPTION
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- PLANNING SUBMITTAL 2017.09.15

SHEET REVISIONS
1. PLANNING SUBMITTAL 2017.12.01
2. PLANNING SUBMITTAL 2018.03.19
3. PLANNING SUBMITTAL 2018.04.19

BKF 100 YEARS
ENGINEERS . SURVEYORS . PLANNERS

DRAWING CONTENT
PRELIMINARY UTILITY PLAN

STAMP
NORMAN L. KONTOROVSKY C 78000 CIVIL STATE OF CALIFORNIA

BKF JOB NUMBER: 20166164
SCALE:
DRAWN BY:

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DRAWING NUMBER
C3.0

DRAWING NAME: K:\2016\166164_510_Santa_Cruz_Av_MenloPark\ENG\PLANNING\SHEETS\Planning Submittal\03-SC-C3.0-UTIL.dwg
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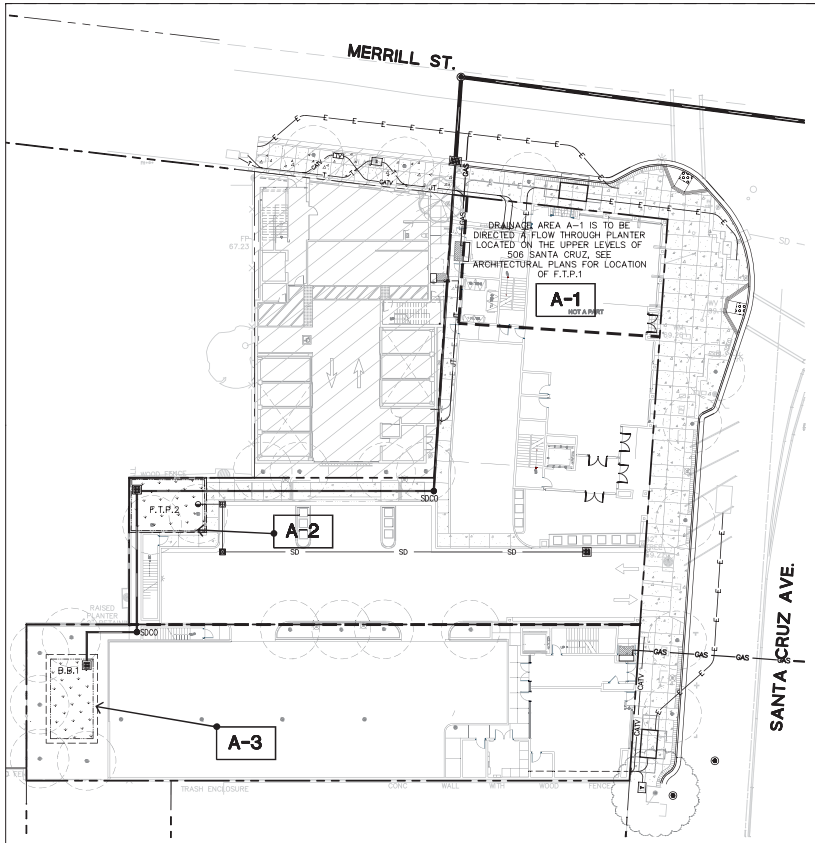
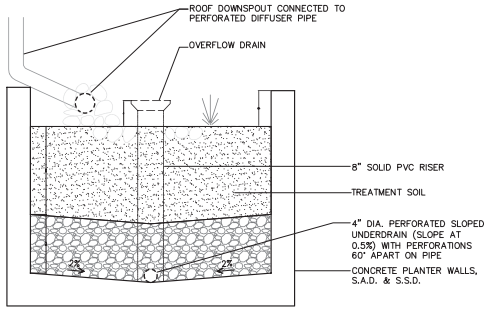
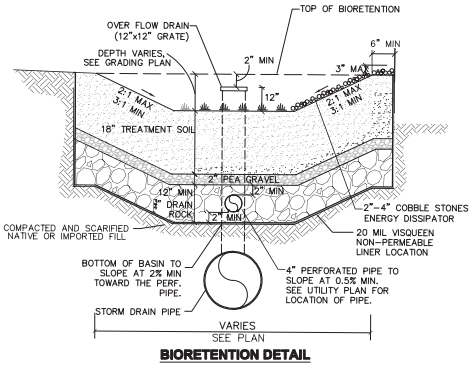
PLOTTED BY: kozo





F.T.P. DETAIL



BIORETENTION DETAIL

LEGEND

- PROPERTY LINE
- ADJACENT PROPERTY LINE
- VERTICAL CURB
- VERTICAL CURB & GUTTER
- VALLEY GUTTER
- GRADE BREAK
- PROPOSED STORM DRAIN LINE (TREATED)
- SD — PROPOSED STORM DRAIN LINE (UNTREATED)
- SD — EXISTING STORM DRAIN LINE
- BIORETENTION BASIN
- SLOPE TO DRAIN
- STORM DRAIN AREA DRAIN
- STORM DRAIN OVERFLOW DRAIN
- STORM DRAIN BUBBLER BOX
- STORM DRAIN CATCH BASIN
- A-X — DRAINAGE AREA BOUNDARY
- DIRECTION OF FLOW

ABBREVIATIONS

AD	AREA DRAIN	SDJB	STORM DRAIN JUNCTION BOX
BB	BUBBLER BOX	SS	SANITARY SEWER
BW	BACK OF WALK	TC	TOP OF CURB
B/W	BOTTOM OF WALL	TRC	TOP OF ROLLED CURB
CB	CATCH BASIN	TW	TOP OF WALL
CC	CURB OPENING	SW	SIDEWALK
FF	FINISH FLOOR	T	TREE
FG	FINISH GRADE	TYP	TYPICAL (OF SEVERAL)
FL	FLOWLINE	TC	TOP OF CURB
GB	GRADE BREAK		
HP	HIGH POINT		
LG	LIP OF GUTTER		
MH	MANHOLE		
OFD	OVERFLOW DRAIN		
PV	PAVEMENT		
SD	STORM DRAIN		
SDCO	STORM DRAIN CLEAN OUT		

NORTH AND ARROW

NORTH

GRAPHIC SCALE
20 0 20 40

TREATMENT CONTROL MEASURE SUMMARY

DRAINAGE AREAS	DRAINAGE AREA SIZE (SQ. FT.)	PERVIOUS SURFACE (SQ. FT.)	TYPE OF PERVIOUS SURFACE	IMPERVIOUS SURFACE (SQ. FT.)	TYPE OF IMPERVIOUS SURFACE	WATER QUANTITY (FLOW AND/OR VOLUME GENERATED)		PROPOSED TREATMENT CONTROLS	CONFORMS TO SIZE STANDARD?
						REQUIRED (SF)	PROVIDED (SF)		
A-1	2,865	154	LANDSCAPE	2,711	ROOF CONCRETE	108	109	F.T.P.1 BIORETENTION BASIN 1	YES
A-2	12,735	639	LANDSCAPE	12,096	ROOF ASPHALTIC CONCRETE CONCRETE	483	485	F.T.P.2 FLOW THROUGH PLANTER 2	NO
A-3	11,042	1,499	LANDSCAPE	9,543	ROOF ASPHALTIC CONCRETE CONCRETE	382	394	B.B.1 BIORETENTION BASIN 1	YES

HAYES GROUP ARCHITECTS, INC
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PROJECT DESCRIPTION:
506-556 SANTA CRUZ AVE

506-556 SANTA CRUZ AVE
MENLO PARK
CA, 94025

DESCRIPTION
- DRT SUBMITTAL 2017.02.02
- PLANNING SUBMITTAL 2017.09.15

SHEET REVISIONS
1. PLANNING SUBMITTAL 2017.12.01
2. PLANNING SUBMITTAL 2018.03.19
3. PLANNING SUBMITTAL 2018.04.19

BKF ENGINEERS . SURVEYORS . PLANNERS

DRAWING CONTENT
PRELIMINARY STORMWATER MANAGEMENT PLAN

STAMP
NORMAN L. KONTOROVSKY C 78000 CIVIL STATE OF CALIFORNIA

BKF JOB NUMBER: 20166164
SCALE:
DRAWN BY:

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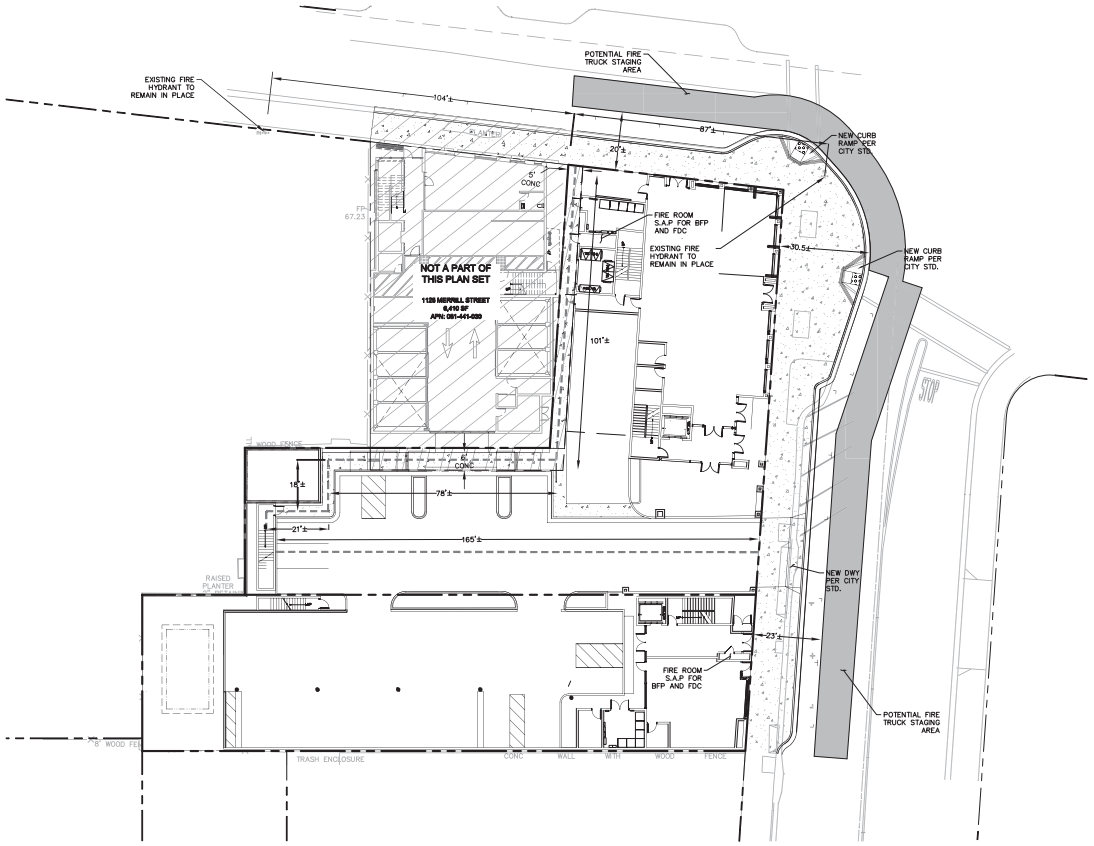
DRAWING NUMBER
C4.0

DRAWING NAME: K:\2016\166164_510_Santa_Cruz_Av_Menlo Park\ENG\PLANNING\SHEETS\Planning Submittal\04-SC-C4.0-SGP.dwg
PLOT DATE: 04-19-18
PLOTTED BY: kozo



LEGEND

- PROPERTY LINE
- ADJACENT PROPERTY LINE
- FIRE ROUTE
- EXISTING FIRE HYDRANT
- FIRE ACCESS EASEMENT
- FIRE TRUCK STAGING AREA

NOTES

ABBREVIATIONS

BFP	BACK FLOW PREVENTER
CONC	CONCRETE
FDC	FIRE DEPARTMENT CONNECTION
FH	FIRE HYDRANT
S.A.P	SEE ARCHITECTRUAL PLAN

NORTH AND SCALE

NORTH

GRAPHIC SCALE

20 0 20 40

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DRAWING CONTENT

FIRE ACCESS PLAN

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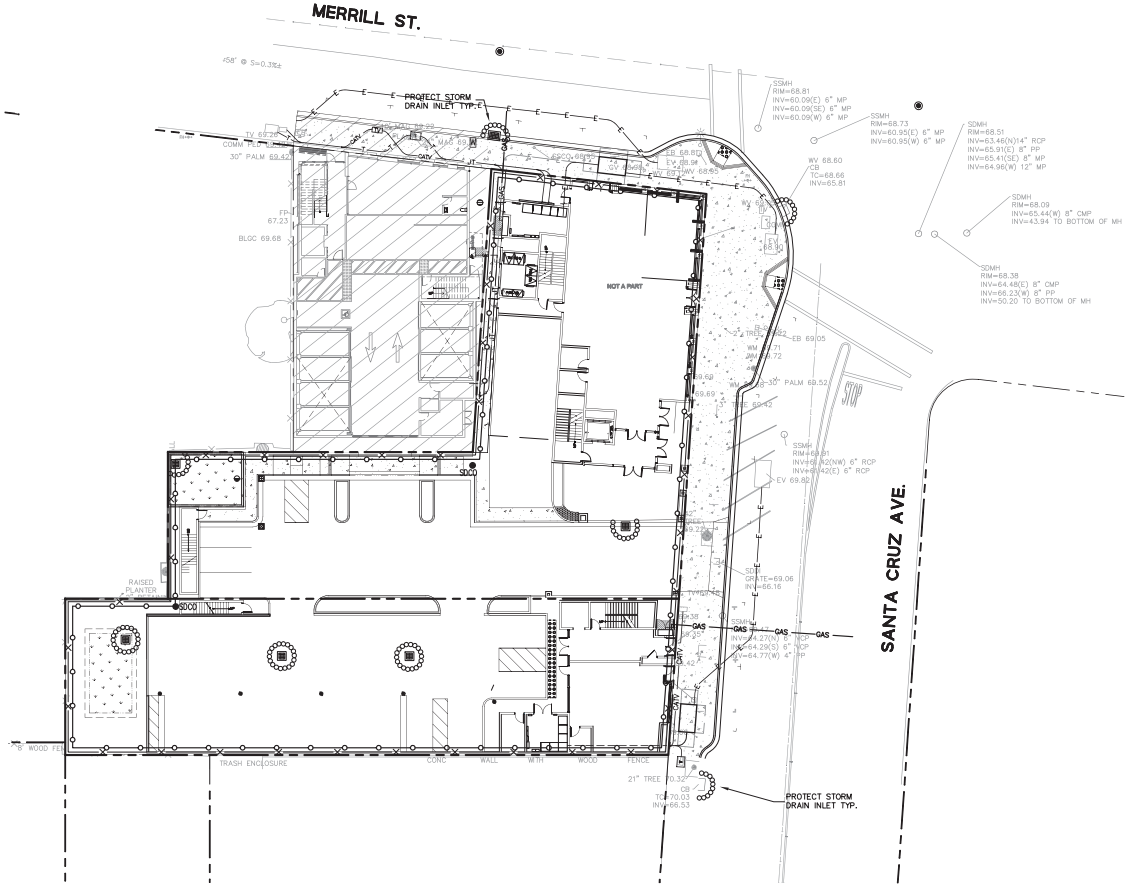
PLOT DATE: 04-19-18
PLOTTED BY: kozo



LEGEND

- PROPERTY LINE
- ADJACENT PROPERTY LINE
- STREET CENTER LINE
- TEMPORARY 6' CONSTRUCTION FENCE
- FIBER ROLL
- INLET PROTECTION

NOTES

ABBREVIATIONS

NORTH AND SCALE

NORTH

GRAPHIC SCALE

20 0 20 40

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DRAWING CONTENT

PRELIMINARY EROSION CONTROL PLAN

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DRAWING NUMBER

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PLOT DATE: 04-19-18 PLOTTED BY: kaza

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

Construction Best Management Practices (BMPs)

Construction projects are required to implement the stormwater best management practices (BMP) on this page, as they apply to your project, all year long.

Materials & Waste Management

Non-Hazardous Materials

- ❑ Berm and cover stockpiles of sand, dirt or other construction material with tarps when rain is forecast or if not actively being used within 14 days.
- ❑ Use (but don't overuse) reclaimed water for dust control.

Hazardous Materials

- ❑ Label all hazardous materials and hazardous wastes (such as pesticides, paints, thinners, solvents, fuel, oil, and antifreeze) in accordance with city, county, state and federal regulations.
- ❑ Store hazardous materials and wastes in water tight containers, store in appropriate secondary containment, and cover them at the end of every work day or during wet weather or when rain is forecast.
- ❑ Follow manufacturer's application instructions for hazardous materials and be careful not to use more than necessary. Do not apply chemicals outdoors when rain is forecast within 24 hours.
- ❑ Arrange for appropriate disposal of all hazardous wastes.

Waste Management

- ❑ Cover waste disposal containers securely with tarps at the end of every work day and during wet weather.
- ❑ Check waste disposal containers frequently for leaks and to make sure they are not overfilled. Never hose down a dumpster on the construction site.
- ❑ Clean or replace portable toilets, and inspect them frequently for leaks and spills.
- ❑ Dispose of all wastes and debris properly. Recycle materials and wastes that can be recycled (such as asphalt, concrete, aggregate base materials, wood, gyp board, pipe, etc.)
- ❑ Dispose of liquid residues from paints, thinners, solvents, glues, and cleaning fluids as hazardous waste.

Construction Entrances and Perimeter

- ❑ Establish and maintain effective perimeter controls and stabilize all construction entrances and exits to sufficiently control erosion and sediment discharges from site and tracking off site.
- ❑ Sweep or vacuum any street tracking immediately and secure sediment source to prevent further tracking. Never hose down streets to clean up tracking.

Equipment Management & Spill Control

Maintenance and Parking

- ❑ Designate an area, fitted with appropriate BMPs, for vehicle and equipment parking and storage.
- ❑ Perform major maintenance, repair jobs, and vehicle and equipment washing off site.
- ❑ If refueling or vehicle maintenance must be done onsite, work in a bermed area away from storm drains and over a drip pan or drop cloths big enough to collect fluids. Recycle or dispose of fluids as hazardous waste.
- ❑ If vehicle or equipment cleaning must be done onsite, clean with water only in a bermed area that will not allow rinse water to run into gutters, streets, storm drains, or surface waters.
- ❑ Do not clean vehicle or equipment onsite using soaps, solvents, degreasers, or steam cleaning equipment.

Spill Prevention and Control

- ❑ Keep spill cleanup materials (e.g., rags, absorbents and sand filter) available at the construction site at all times.
- ❑ Inspect vehicles and equipment frequently for and repair leaks promptly. Use drip pans to catch leaks until repairs are made.
- ❑ Clean up spills or leaks immediately and dispose of cleanup materials properly.
- ❑ Do not hose down surfaces where fluids have spilled. Use dry cleanup methods (absorbent materials, cat litter, and/or rags).
- ❑ Sweep up spilled dry materials immediately. Do not try to wash them away with water, or bury them.
- ❑ Clean up spills on dirt areas by digging up and properly disposing of contaminated soil.
- ❑ Report significant spills immediately. You are required by law to report all significant releases of hazardous materials, including oil. To report a spill: 1) Dial 911 or your local emergency response number, 2) Call the Governor's Office of Emergency Services Warning Center, (800) 852-7550 (24 hours).

Earthmoving

- ❑ Schedule grading and excavation work during dry weather.
- ❑ Stabilize all denuded areas, install and maintain temporary erosion controls (such as erosion control fabric or bonded fiber matrix) until vegetation is established.
- ❑ Remove existing vegetation only when absolutely necessary, and seed or plant vegetation for erosion control on slopes or when construction is not immediately planned.
- ❑ Prevent sediment from migrating offsite and protect storm drain inlets, gutters, ditches, and drainage courses by installing and maintaining appropriate BMPs, such as fiber rolls, silt fences, sediment basins, gravel bags, berms, etc.
- ❑ Keep excavated soil on site and transfer it to dump trucks on site, not in the streets.

Contaminated Soils

- ❑ If any of the following conditions are observed, test for contamination and contact the Regional Water Quality Control Board:
  - Unusual soil conditions, discoloration, or odor.
  - Abandoned underground tanks.
  - Abandoned wells
  - Buried barrels, debris, or trash.

Paving/Asphalt Work

- ❑ Avoid paving and seal coating in wet weather or when rain is forecast, to prevent materials that have not cured from contacting stormwater runoff.
- ❑ Cover storm drain inlets and manholes when applying seal coat, tack coat, slurry seal, fog seal, etc.
- ❑ Collect and recycle or appropriately dispose of excess abrasive gravel or sand. Do NOT sweep or wash it into gutters.
- ❑ Do not use water to wash down fresh asphalt concrete pavement.

Sawcutting & Asphalt/Concrete Removal

- ❑ Protect nearby storm drain inlets when saw cutting. Use filter fabric, catch basin inlet filters, or gravel bags to keep slurry out of the storm drain system.
- ❑ Shovel, absorb, or vacuum saw-cut slurry and dispose of all waste as soon as you are finished in one location or at the end of each work day (whichever is sooner!).
- ❑ If saw-cut slurry enters a catch basin, clean it up immediately.

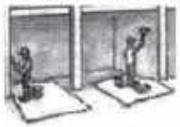
Concrete, Grout & Mortar Application

- ❑ Store concrete, grout, and mortar away from storm drains or waterways, and on pallets under cover to protect from rain, runoff, and wind.
- ❑ Wash out concrete equipment/trucks offsite or in a designated washout area, where the water will flow into a temporary waste pit, and in a manner that will prevent leaching into the underlying soil or onto surrounding areas. Let concrete harden and dispose of as garbage.
- ❑ When washing exposed aggregate, prevent washwater from entering storm drains. Block any inlets and vacuum gutters, hose washwater onto dirt areas, or drain onto a bermed surface to be pumped and disposed of properly.

Landscaping

- ❑ Protect stockpiled landscaping materials from wind and rain by storing them under tarps all year-round.
- ❑ Stack bagged material on pallets and under cover.
- ❑ Discontinue application of any erodible landscape material within 2 days before a forecast rain event or during wet weather.

Painting & Paint Removal



Painting Cleanup and Removal

- ❑ Never clean brushes or rinse paint containers into a street, gutter, storm drain, or stream.
- ❑ For water-based paints, paint out brushes *to the extent possible, and rinse into a* drain that goes to the sanitary sewer. Never pour paint down a storm drain.
- ❑ For oil-based paints, paint out brushes to the extent possible and clean with thinner or solvent in a proper container. Filter and reuse thinners and solvents. Dispose of excess liquids as hazardous waste.
- ❑ Paint chips and dust from non-hazardous dry stripping and sand blasting may be swept up or collected in plastic drop cloths and disposed of as trash.
- ❑ Chemical paint stripping residue and chips and dust from marine paints or paints containing lead, mercury, or tributyltin must be disposed of as hazardous waste. Lead based paint removal requires a state-certified contractor.

Dewatering

- ❑ Discharges of groundwater or captured runoff from dewatering operations must be properly managed and disposed. When possible send dewatering discharge to landscaped area or sanitary sewer. If discharging to the sanitary sewer call your local wastewater treatment plant.
- ❑ Divert run-on water from offsite away from all disturbed areas.
- ❑ When dewatering, notify and obtain approval from the local municipality before discharging water to a street gutter or storm drain. Filtration or diversion through a basin, tank, or suitable way may be required.
- ❑ In areas of known or suspected contamination, call your local agency to determine whether the ground water must be tested. Pumped groundwater may need to be collected and hauled off-site for treatment and proper disposal.

Storm drain polluters may be liable for fines of up to $10,000 per day!

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DRAWING CONTENT
BEST MANAGEMENT PRACTICES

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BKF JOB NUMBER:
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DRAWING NUMBER

C6.1

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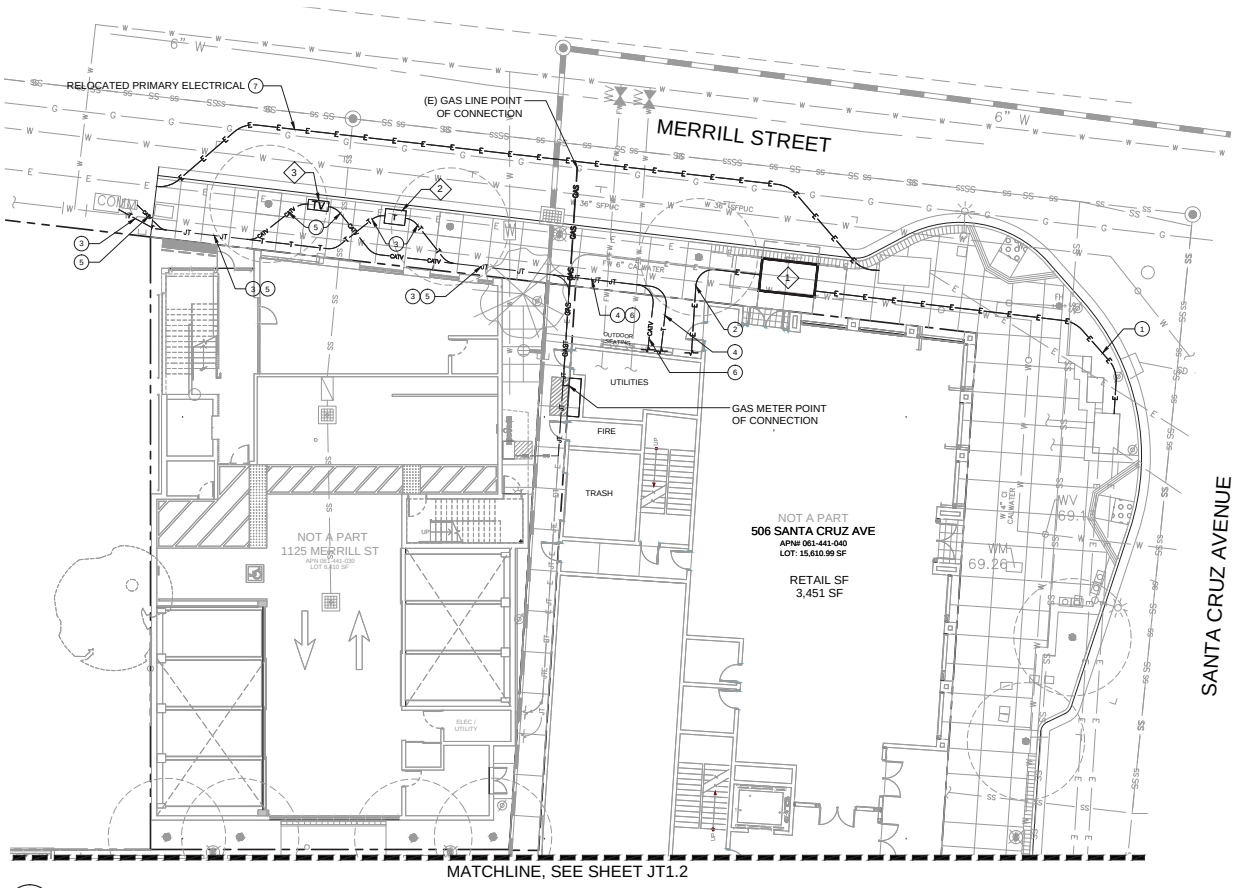
PLOT DATE: 04-19-18
PLOTTED BY: kozo

GENERAL NOTES

1. THE LAYOUT OF JOINT TRENCH IS DIAGRAMMATIC. CONTRACTOR SHALL MAKE ALL NECESSARY FIELD CHANGES TO ACCOMMODATE WITH EXISTING FIELD CONDITION. PROVIDE ALL NECESSARY WORK FOR OFF-SETS, CHANGES OF DIRECTION AND ELEVATION TO AVOID CONFLICTS WITH EXISTING AND NEW FACILITIES AND WORK TO BE PROVIDED BY OTHER DIVISIONS.
2. PROVIDE ALL REQUIRED TRENCHING INCLUDING DEEPER TRENCHES TO ALLOW CONDUIT OFF-SETS, AND CHANGE OF ELEVATIONS, CONDUIT CROSSING, CONNECTIONS TO MANHOLES AND PULL BOXES FOR A COMPLETE INSTALLATION.
3. ALL CONNECTIONS TO MANHOLES AND PULL BOXES SHALL COMPLY WITH UTILITY COMPANIES REQUIREMENTS. COORDINATE ALL WORK WITH UTILITY COMPANIES.
4. UTILITY STANDARD PRACTICES FOR TRENCHING SHALL APPLY TO ALL TRENCHING, BACK FILLING AND INSTALLATION WORK.
5. THE CONTRACTOR IS RESPONSIBLE TO HAVE ALL INSTALLATIONS INSPECTED AND APPROVED BY THE RESPECTIVE UTILITY COMPANY, MUNICIPALITY, OR SOILS ENGINEER PRIOR TO ANY BACK FILLING. (48 HOURS MINIMUM NOTICE)
6. SHOULD A DISPUTE OR DISAGREEMENT OVER ANY INSTALLATION, DESIGN, PLAN, OR DRAWING OCCUR THE SPECIFICATIONS AND REQUIREMENTS OF THE INDIVIDUAL UTILITY COMPANY AND THEIR INSPECTOR SHALL TAKE PRECEDENCE.
7. CONTRACTOR SHALL COORDINATE WITH UTILITY COMPANIES. LACK OF TIMELINESS ON THE PART OF ANY UTILITY COMPANY SHALL NOT BE THE BASIS FOR ANY REQUEST FOR ADDITIONAL COMPENSATION.
8. THE DRAWINGS AND SPECIFICATIONS SHALL BE CONSIDERED TO BE COMPLEMENTARY TO ONE ANOTHER. ANYTHING MENTIONED IN THE SPECIFICATIONS AND NOT SHOWN ON THE DRAWINGS, OR SHOWN ON THE DRAWINGS AND NOT MENTIONED IN THE SPECIFICATIONS SHALL BE CONSIDERED OF LIKE EFFECT AS IF APPEARING IN BOTH. CONTACT THE OWNER PRIOR TO START OF WORK IF A DISCREPANCY IS FOUND.
9. CONSULT PARTICIPATING UTILITIES, SOILS ENGINEER, AND THE CITY OF MENLO PARK FOR APPROVED BACKFILL MATERIAL. COMPACTION TO MEET LOCAL AGENCIES REQUIREMENTS.
10. CONTRACTOR SHALL COMPLY WITH ALL LAWS, ORDINANCES AND REGULATIONS. CONTRACTOR SHALL BE FAMILIAR WITH O.S.H.A. INDUSTRIAL ORDERS AND SHALL CONDUCT HIS WORK ACCORDINGLY. WHEN WORKING ENERGIZED EQUIPMENT, THE UTILITY OWNER SHALL BE NOTIFIED TO SUPPLY THE APPROPRIATE MANPOWER AND SAFETY PRECAUTIONS AS NEEDED THE CONTRACTOR IS RESPONSIBLE FOR THE SAFETY AND TRAFFIC CONTROL MEASURES.
11. THE CONTRACTOR SHALL MAINTAIN POINTS OF ACCESS THAT ARE AGREEABLE TO ADJACENT LAND USERS AND TENANTS AT ALL TIMES.
12. CONTRACT DOCUMENTS ASSUMES NO RESPONSIBILITY FOR THE PROJECT CONDITIONS. THE CONTRACTOR SHALL BE RESPONSIBLE TO REVIEW THE PROJECT AND SITE PRIOR TO SUBMITTING HIS BID.
13. THE CONTRACTOR IS RESPONSIBLE FOR COORDINATION OF CONSTRUCTION WITH THE RESPECTIVE UTILITY AGENCIES, ALLOWING 48 HOURS PRIOR TO THE NEED FOR INSTALLATION.
14. ALL LENGTHS SHOWN ON THESE PLANS ARE ESTIMATES. FINAL QUANTITIES SHALL BE BASED ON WHAT WILL BE NEEDED TO COMPLETE THIS PROJECT. DUE TO CHANGES, ADDITIONS, DELETIONS OR OMISSIONS FINAL QUANTITIES MAY VARY.
15. THE CONTRACTOR IS RESPONSIBLE TO PROTECT IN PLACE ALL EXISTING FACILITIES. EXCAVATION MAY BE REQUIRED OVER, UNDER OR ADJACENT TO EXISTING UNDERGROUND UTILITIES. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING, EXPOSING AND PROTECTING ALL EXISTING FACILITIES.
16. THE CONTRACTOR SHALL PROVIDE AS-BUILT DRAWINGS AFTER INSTALLATION.
17. ALL CONDUIT ENTRANCE TO MANHOLE, PULL BOX, & VAULTS SHALL BE WATER PROOFED. ALL INSTALLATION SHALL CONFORM TO REQUIREMENTS OF UTILITY COMPANIES AND COMMUNICATION SERVICE PROVIDER.
18. IN THE STREET, ALL CONDUITS SHALL BE INSTALLED WITH MINIMUM OF 36" COVERAGE. EXCEPTIONS SHALL BE APPROVED BY THE CITY AND UTILITY COMPANY AUTHORIZED AGENTS. PROVIDE 4" THICK RED DYE CONCRETE CAP ABOVE CONDUITS WHICH DO NOT HAVE 36" COVERAGE.
19. THE CONTRACTOR, PRIOR TO BIDDING, SHALL VISIT THE JOB SITE TO BE FAMILIARIZED WITH THE EXISTING UTILITIES INSTALLATIONS, CONDITIONS, AND SYSTEMS RELATED TO THE SCOPE OF WORK.
20. THE CONTRACTOR SHALL FURNISH ALL LABOR, MATERIALS, FEES AND EQUIPMENT SPECIFIED, INDICATED OR IMPLIED IN THESE DOCUMENTS TO ACCOMPLISH THE CONSTRUCTION IN A PROFESSIONAL, WORKMANLIKE MANNER. ANY DISCREPANCIES BETWEEN THE CONSTRUCTION TASKS INDICATED AND LOCAL CODES AND/OR ORDINANCES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE GENERAL CONTRACTOR FOR RESOLUTION BEFORE PRECEDING WITH THE WORK AT ISSUE.
21. THE CONTRACTOR SHALL REVIEW AND COORDINATE WITH OTHER DISCIPLINES DRAWINGS RELATED TO THE PROJECT FOR OTHER WORK TO BE PROVIDED.
22. ANY WORK INSTALLED INCORRECTLY, OR BEFORE APPROVAL HAS BEEN OFFICIALLY GRANTED FOR THOSE ITEMS AT ISSUE, SHALL BE CORRECTED BY THE CONTRACTOR AT NO CHARGE TO CLIENT.
23. ALL MATERIALS AND EQUIPMENT FURNISHED BY THE CONTRACTOR SHALL BE NEW AND COMPLETELY SERVICEABLE UNLESS OTHERWISE SPECIFIED.
24. CONTRACTOR SHALL BE COMPLETELY FAMILIAR WITH EXISTING CONDITIONS BEFORE STARTING NEW WORK. VERIFY FINAL PLACEMENT AND CONNECTION REQUIREMENTS PRIOR TO ROUGHING-IN EQUIPMENT.
25. FINAL ACCEPTANCE OF WORK IN PLACE SHALL BE SUBJECT TO APPROVAL BY OWNER'S REPRESENTATIVE AND ENGINEER. INSTALLATION APPROVAL SHALL BE BASED ON APPROVED SUBMITTAL. SHOP DRAWINGS AND LOCAL INSPECTION.
26. ALL JOINT TRENCH CONDUIT SHALL COMPLY WITH PG&E GREEN BOOK, CURRENT EDITION.
27. CONTRACTOR SHALL INSTALL 3/4 " x 10' GROUND RODS IN ALL PRIMARY SUBSURFACE ENCLOSURES AND 5/8" x 10' GROUND RODS IN ALL SECONDARY SUBSURFACE ENCLOSURES. THE RESISTANCE AT THE GROUND ROD SHALL MEET ARTICLE 250.56 NEC.
28. ALL CONDUIT SYSTEMS SHALL BE PROVEN BY USING MANDRELS.
29. ALL CONDUITS SHALL ENTER AND LEAVE ON THE SIDES OF THE PRIMARY ENCLOSURES.
30. PRIMARY AND SECONDARY CONCRETE ENCLOSURES SHOULD NOT BE INSTALLED IN ANY DRIVEWAY AREAS.
31. WEDGE REDUCERS ARE REQUIRED IF THE CONDUIT KNOCKOUTS ARE 6" AND THE CONDUITS ARE 4".



A JT1.1 DRY UTILITY INTENT
SCALE: 1" = 10'

EQUIPMENT TAG:

1. PG&E ELECTRICAL TRANSFORMER VAULT (PRIMARY UNDERGROUND EQUIPMENT ENCLOSURE) #7, TYPE 2, 4'-6" X 8'-6" X 7'-6"
2. AT&T VAULT 30" X 48" X 34"
3. COMCAST B42 VAULT

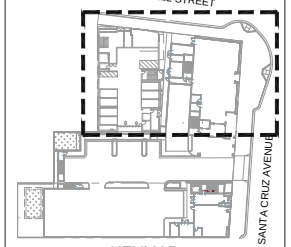
CONDUIT NOTE TAG:

1. PG&E PRIMARY ELECTRICAL (2) 6"
2. PG&E SECONDARY (5) 5"
3. ATT (2) 4"
4. ATT (1) 4"
5. COMCAST (2) 2"
6. COMCAST (1) 2"
7. PG&E PRIMARY ELECTRICAL (4) 6"

ONE CALL DIGALERT — Dig Safely — 811 — KNOW WHAT'S BELOW CALL BEFORE YOU DIG!!

NOT FOR CONSTRUCTION

1"=10' 10' 0 10' 20'



KEYMAP
NOT TO SCALE

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- PROGRESS SET 2017.03.15
- PLANNING SUBMITTAL 2017.09.18
- PLANNING RESUBMITTAL 2017.11.30

SHEET REVISIONS
1 2018.03.19
2 2018.04.19

URBANDESIGN CONSULTING ENGINEERS
350 Townsend Street, Suite 409
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415 658 5850 tel . 888 8349532 fax
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DRAWING CONTENT
DRY UTILITY INTENT

STAMP
REGISTERED PROFESSIONAL ENGINEER — JASON J. LIND — C60493 — EXP. 6/30/18 — CIVIL — STATE OF CALIFORNIA

JOB NUMBER: 1539.00
SCALE: AS SHOWN
DRAWN BY: NL

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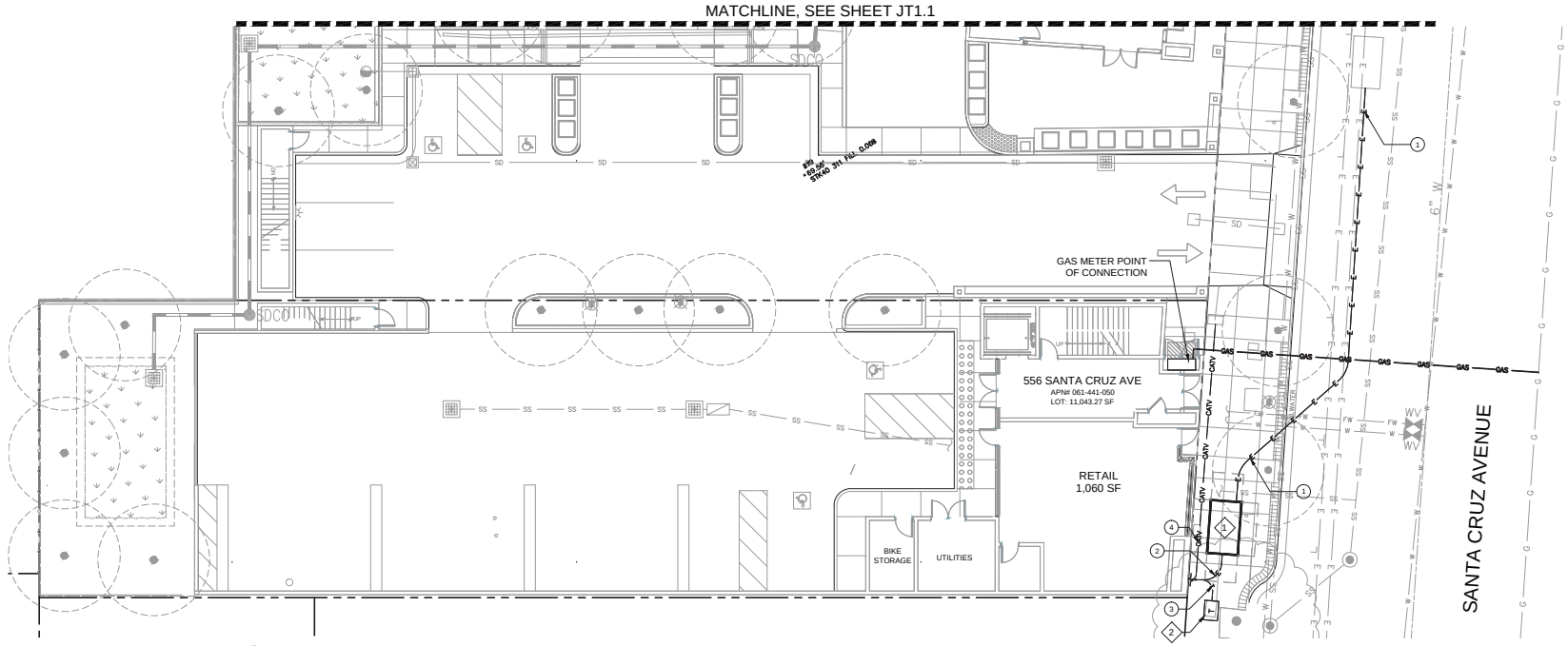
DRAWING NUMBER
JT1.1



A / JT1.2 DRY UTILITY INTENT

SCALE: 1" = 10'

NOTE:

SEE GENERAL NOTES, SHEET JT1.1.

EQUIPMENT TAG:

1. PG&E ELECTRICAL TRANSFORMER VAULT (PRIMARY UNDERGROUND EQUIPMENT ENCLOSURE) #7, TYPE 2, 4'-6" X 8'-6" X 7'-6"
2. REPLACE EXISTING AT&T VAULT WITH NEW AT&T VAULT 20" X 42" X 30"

CONDUIT NOTE TAG:

1. PG&E PRIMARY ELECTRICAL (2) 6"
2. PG&E SECONDARY (4) 5"
3. ATT (1) 4"
4. COMCAST (1) 2"

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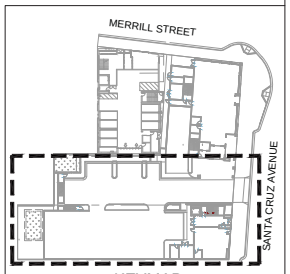
NOT FOR CONSTRUCTION

1"=10' 10' 0 10' 20'



KEYMAP NOT TO SCALE

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PROJECT DESCRIPTION:

506-556 SANTA CRUZ AVE

506-556 SANTA CRUZ AVE
MENLO PARK
CA, 94025

DESCRIPTION

- DRT SUBMITTAL	2017.02.02
- PROGRESS SET	2017.03.15
- PLANNING SUBMITTAL	2017.09.18
- PLANNING RESUBMITTAL	2017.11.30

SHEET REVISIONS

1. 2018.03.19
2. 2018.04.19

URBANDESIGN CONSULTING ENGINEERS
350 Townsend Street, Suite 409
San Francisco, California 94107
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DRAWING CONTENT

DRY UTILITY INTENT

STAMP

REGISTERED PROFESSIONAL ENGINEER JASON J. LING C60493 EXP. 6/30/18 CIVIL STATE OF CALIFORNIA

JOB NUMBER: 1539.00

SCALE: AS SHOWN

DRAWN BY: NL

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DRAWING NUMBER

JT1.2

(1125 MERRIL) PARKING STALL SUMMATION AT GRADE

	PARKING STALL TYPE								
ON GRADE	VAN ACCESSIBLE (9'-0" x 18'-0")	ACCESSIBLE (9'-0" x 18'-0")	EV VAN (12'-0" x 18'-0")	PARKING REQ. USED = (8'-6" x 17'-0") CODE = (8'-6" x 16'-6")	EV ADA (9'-0" x 18'-0")	EV (9'-0" x 18'-0")	CAR PUZZLER	CLEAN AIR/ CAR POOL (8'-6" x 17'-0")	TOTAL
TOTAL	1		1				16	1	19

(INDIVIDUAL PARKING COUNTS)

(506 SANTA CRUZ) PARKING STALL SUMMATION AT GRADE

	PARKING STALL TYPE								
ON GRADE	VAN ACCESSIBLE (9'-0" x 18'-0")	ACCESSIBLE (9'-0" x 18'-0")	EV VAN (12'-0" x 18'-0")	PARKING REQ. USED = (8'-6" x 17'-0") CODE = (8'-6" x 16'-6")	EV ADA (9'-0" x 18'-0")	EV (9'-0" x 18'-0")	CAR PUZZLER	CLEAN AIR/ CAR POOL (8'-6" x 17'-0")	TOTAL
TOTAL		1	1	4					6

(556-558 SANTA CRUZ) PARKING STALL SUMMATION AT GRADE

	PARKING STALL TYPE								
ON GRADE	VAN ACCESSIBLE (9'-0" x 18'-0")	ACCESSIBLE (9'-0" x 18'-0")	EV VAN (12'-0" x 18'-0")	PARKING REQ. USED = (8'-6" x 17'-0") CODE = (8'-6" x 16'-6")	EV ADA (9'-0" x 18'-0")	EV (9'-0" x 18'-0")	CAR PUZZLER WITH PIT	CLEAN AIR/ CAR POOL (8'-6" x 17'-0")	TOTAL
TOTAL		1		1	1	2	26		31

(506 SANTA CRUZ) PARKING STALL SUMMATION BELOW GRADE

	PARKING STALL TYPE								
LEVEL	VAN ACCESSIBLE (9'-0" x 18'-0")	ACCESSIBLE (9'-0" x 18'-0")	EV VAN (12'-0" x 18'-0")	PARKING REQ. USED = (8'-6" x 17'-0") CODE = (8'-6" x 16'-6")	EV ADA (9'-0" x 18'-0")	EV (9'-0" x 18'-0")	CAR PUZZLER	CLEAN AIR/ CAR POOL (8'-6" x 17'-0")	TOTAL
B1	1			18		1		3	23
B2		1		19			9		29
TOTAL	1	1		37		1	9	3	52

89 TOTAL STALLS REQUIRED

(HEXAGON TRANSPORTATION REPORT FROM 3-13-2018 DOCUMENT)

1. 506 SITE NEEDS 57 STALLS
2. 556 SITE NEEDS 37 STALLS
3. WITH SHARED APPROACH 94 TOTAL FOR BOTH SITES

(SHARED PARKING COUNTS)

(506 & 556-558 SANTA CRUZ) PARKING STALL SUMMATION

	PARKING STALL TYPE								
LEVEL	VAN ACCESSIBLE (9'-0" x 18'-0")	ACCESSIBLE (9'-0" x 18'-0")	EV VAN (12'-0" x 18'-0")	PARKING REQ. USED = (8'-6" x 17'-0") CODE = (8'-6" x 16'-6")	EV ADA (9'-0" x 18'-0")	EV (9'-0" x 18'-0")	CAR PUZZLER	CLEAN AIR/ CAR POOL (8'-6" x 17'-0")	TOTAL
ON GRADE		2	1	5	1	2	26		37
B1	1			18		1		3	23
B2		1		19			9		29
TOTAL	1	3	1	42	1	3	35	3	89

1. PER CBC TABLE NO. A-31-A NUMBER OF ADA PARKING STALLS
2. (4) ADA REQUIRED = (1) VAN ADA AND (3) REGULAR ADA
3. (5) EV REQUIRED = (1) EV VAN, (1) EV STANDARD WITH SIDE ACCESS, AND (3) EV REGULAR
4. CALGREEN DESIGNATED (8%) INCLUDES EV, CLEAN AIR AND CAR POOL = (8) TOTAL REQUIRED
   (5) STRIPED EV, = (3) EV, (1) EV ADA, (1) EV VAN
   (3) STRIPED CLEAN AIR/CAR POOL

COMPREHENSIVE CHART

USE	1125 MERRILL ST.			
	AREA (SF)	REQUIRED PARKING	SHARED PARKING REDUCTION	PROVIDED
OFFICE @3.8/1000	4,366	17	17	18
RESIDENTIAL @1.0/UNIT	4,366	2	1	1
TOTAL		19	18	19

COMPREHENSIVE CHART

USE	506 SANTA CRUZ AVE.				USE	556 SANTA CRUZ AVE.			
	AREA (SF) # OF UNITS	REQUIRED PARKING	SHARED PARKING REDUCTION	PROVIDED PARKING		AREA (SF)	REQUIRED PARKING	SHARED PARKING REDUCTION	PROVIDED
CAFE @6/1000	3,567	22	10	15	RETAIL @4/1000	1,050	5	5	2
OFFICE @3.8/1000	10,422	40	40	41	OFFICE @3.8/1000	7,452	29	29	26
RESIDENTIAL @1.0/UNIT	5,458 (SF) # OF UNITS=3	3	2	2	RESIDENTIAL @1.0/UNIT	5,489 4 UNITS	4	3	3
TOTAL		65	52	58	TOTAL		38	37	31

SELF PARK

ON GRADE PARKING PLAN

1/16" = 1'-0"

0 8 16 24 FT

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MENLO PARK, CA
94025

ISSUANCE:

DRT SUBMITTAL
17.02.02

PROGRESS SET
17.03.15

PLANNING SUBMITTAL
17.09.18

△
△2 03-19-2018
△
△4 05-07-2018
△
△

DRAWING CONTENT

Architects - Engineers - Parking Planners

WATRY DESIGN, INC.

JOB NUMBER:
1539.00

SCALE:
As Noted

DRAWN BY:
JO

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AP2.1

SELF PARK

B1 - BASEMENT PARKING PLAN

1/16" = 1'-0"

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DRAWING NUMBER

AP2.2

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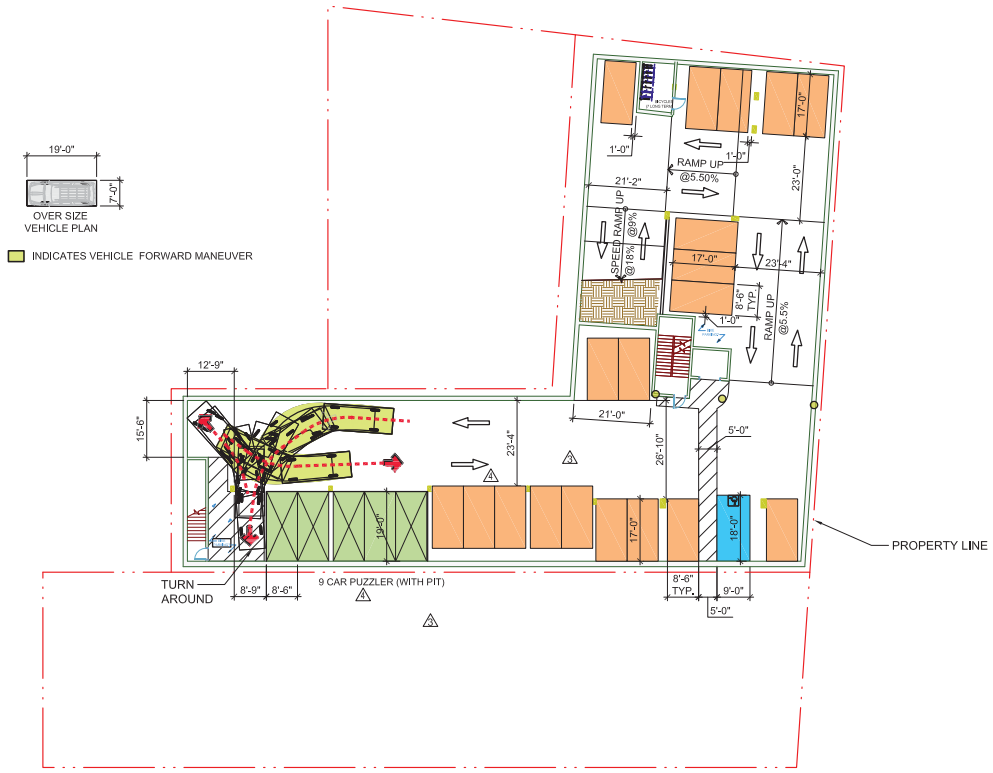

SELF PARK

B2 - BASEMENT PARKING PLAN

1/16" = 1'-0"

0 8 16 24 FT

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17.03.15

PLANNING SUBMITTAL
17.09.18

△
△
△3 04-19-2018
△4 05-07-2018
△
△

DRAWING CONTENT

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SCALE:
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DRAWING NUMBER

AP2.3

P: Date:
JC: Date:
E: Date:
A: Date:

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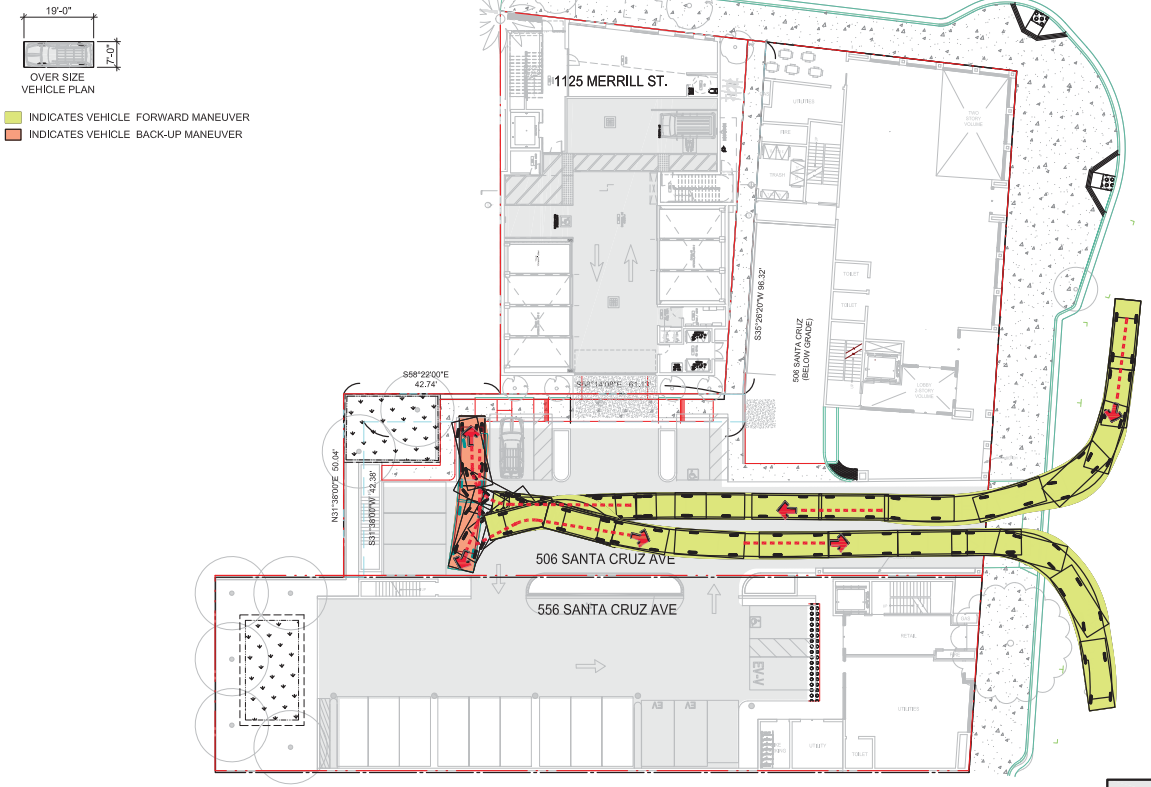

AUTOTURN/TEMPLATE

ON GRADE PARKING PLAN

1/16" = 1'-0"

0 8 16 24 FT

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ISSUANCE:

DRT SUBMITTAL
17.02.02

PROGRESS SET
17.03.15

PLANNING SUBMITTAL
17.09.18

DRAWING CONTENT

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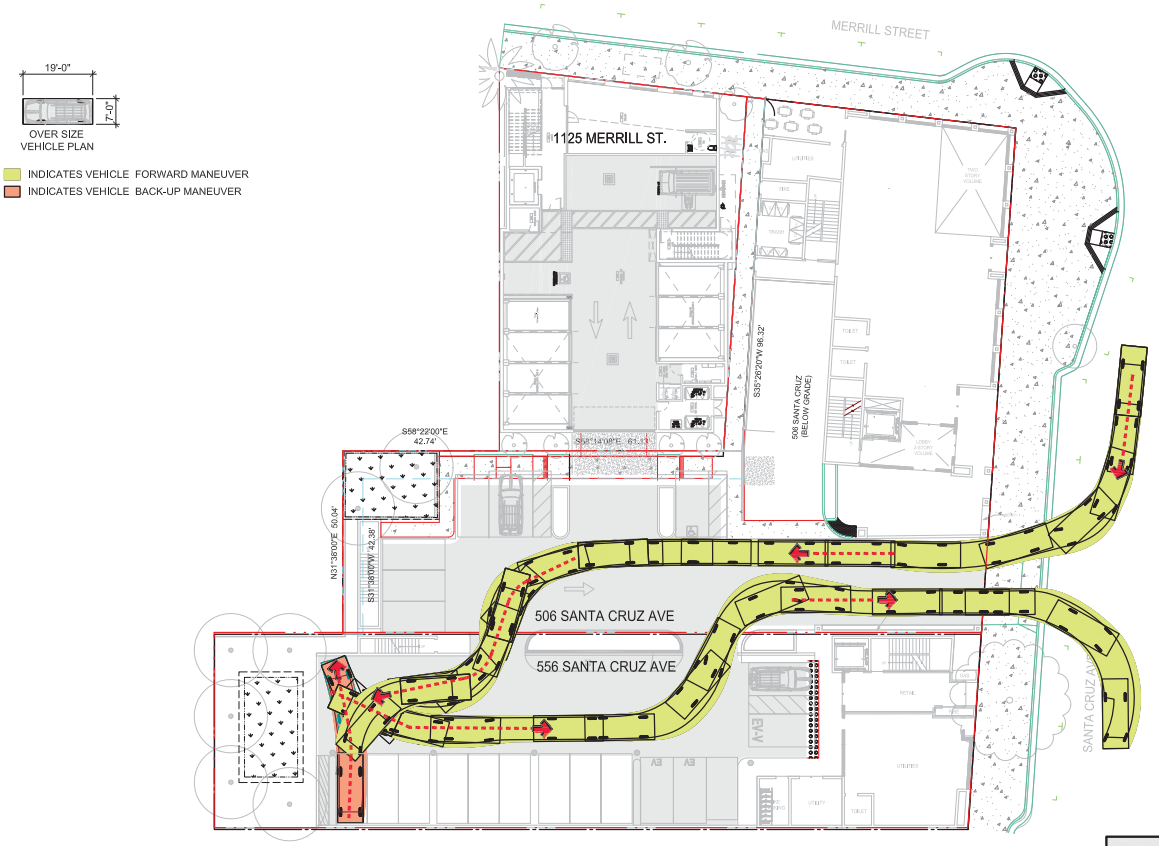

TEMPLATE-2

AUTOTURN/TEMPLATE

ON GRADE PARKING PLAN

1/16" = 1'-0"

0 8 16 24 FT

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ISSUANCE:

DRT SUBMITTAL
17.02.02

PROGRESS SET
17.03.15

PLANNING SUBMITTAL
17.09.18

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DRAWING NUMBER

AP2.5

P: Date:
JC: Date:
E: Date:
A: Date:

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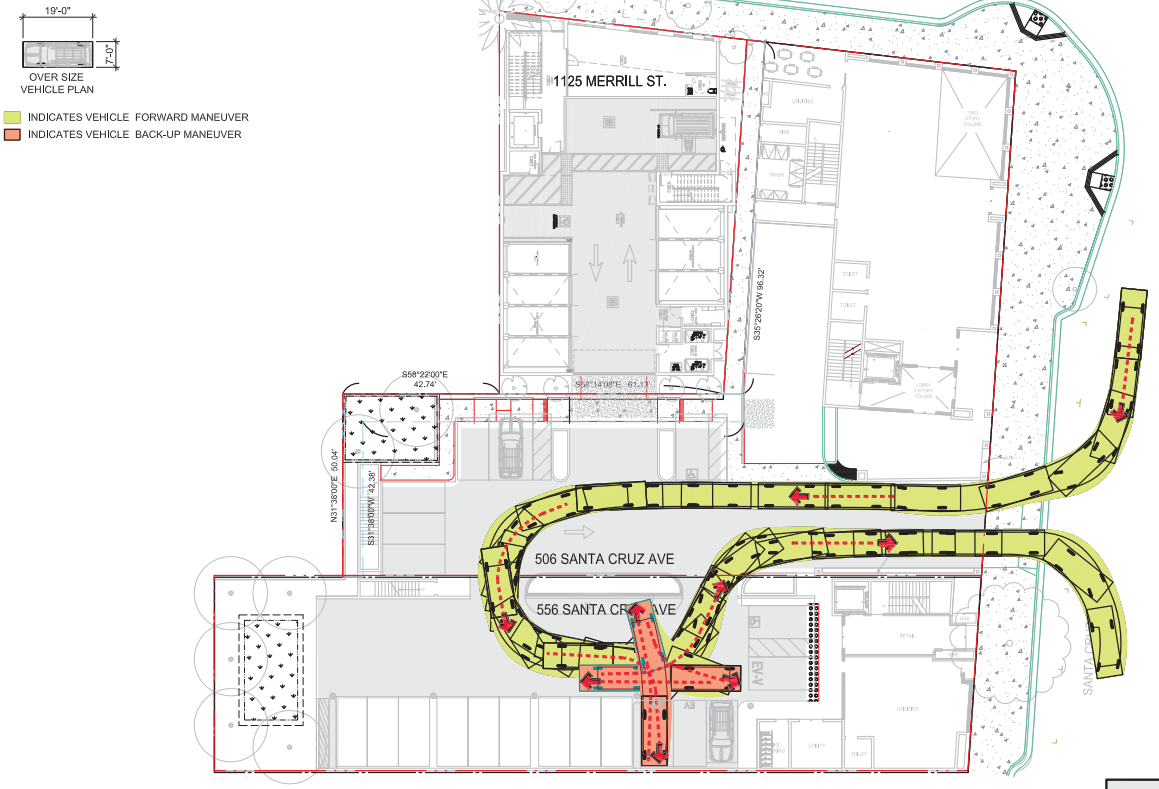

TEMPLATE-3

AUTOTURN/TEMPLATE

ON GRADE PARKING PLAN

1/16" = 1'-0"

0 8 16 24 FT

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ISSUANCE:

DRT SUBMITTAL
17.02.02

PROGRESS SET
17.03.15

PLANNING SUBMITTAL
17.09.18

DRAWING CONTENT

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WATRY DESIGN, INC.

JOB NUMBER:
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SCALE:
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DRAWING NUMBER

AP2.6

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JC: Date:
E: Date:
A: Date:

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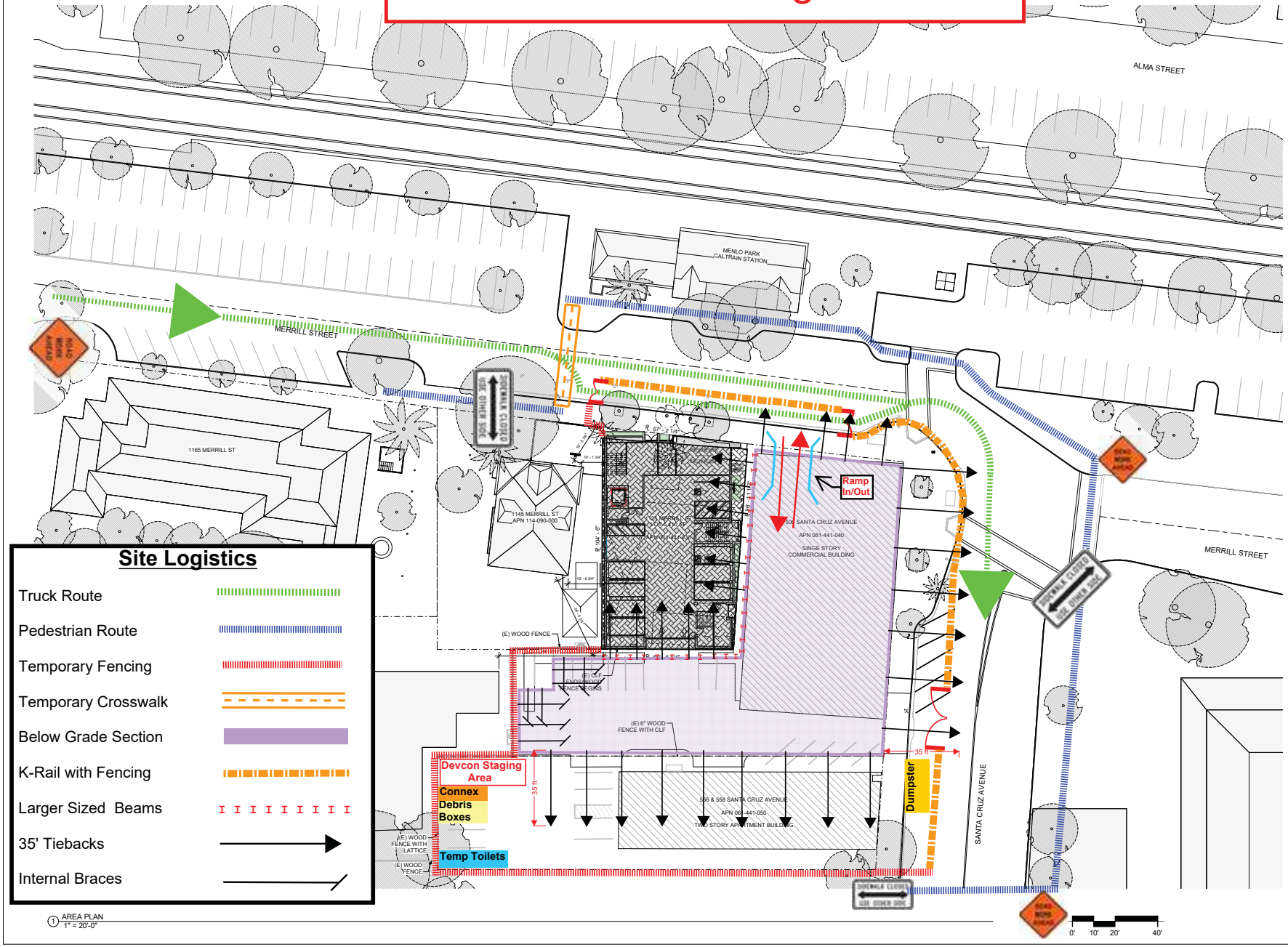
506/556 Draft Site Logistics Plan



Site Logistics

- Truck Route
- Pedestrian Route
- Temporary Fencing
- Temporary Crosswalk
- Below Grade Section
- K-Rail with Fencing
- Larger Sized Beams
- 35' Tiebacks
- Internal Braces

1 AREA PLAN
1" = 20'-0"

design DEVCON build DEVCON perform DEVCON sustain DEVCON

END ROAD WORK

SIDEWALK CLOSED USE OTHER SIDE

ROAD WORK AHEAD

FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date

North

1125 MERRILL

1125 MERRILL STREET, MENLO PARK, CA 94025

Date	07.12.17
Drawn by	LV
Scale	1" = 20'-0"

AREA PLAN

Sheet number

A050

7/12/2017 5:57:59 PM

E100

Section	Standard or Guideline	Requirement	Evaluation
E.3.1 Development Intensity			
E.3.1.01	Standard	Business and Professional office (inclusive of medical and dental office) shall not exceed one half of the base FAR or public benefit bonus FAR, whichever is applicable.	**Complies**: Office space at ground level & level 2 combined is 4,366 sf and does not exceed half of the base FAR 8,733 sf. (Project data on sheet A020).
E.3.1.02	Standard	Medical and Dental office shall not exceed one third of the base FAR or public benefit bonus FAR, whichever is applicable.	**Complies**: No medical/ dental office.
E.3.2 Height			
E.3.2.01	Standard	Roof-mounted mechanical equipment, solar panels, and similar equipment may exceed the maximum building height, but shall be screened from view from publicly-accessible spaces.	**Complies**: Mechanical equipment screened by 4' tall wall, screen height does not exceed maximum building height of 60'.
E.3.2.02	Standard	Vertical building projections such as parapets and balcony railings may extend up to 4 feet beyond the maximum façade height or the maximum building height, and shall be integrated into the design of the building.	**Complies**: Stair to roof access is set back from Merrill Street. It projects 6" beyond maximum building height of 60'.
E.3.2.03	Standard	Rooftop elements that may need to exceed the maximum building height due to their function, such as stair and elevator towers, shall not exceed 14 feet beyond the maximum building height. Such rooftop elements shall be integrated into the design of the building.	**Complies**: Stair to roof access is set back from Merrill Street. It projects 6" beyond maximum building height of 60'. Stair 1 and elevator does not exceed beyond 60' maximum building height. (Only very small amount of stair 2 exceeds maximum height. Visibility of form is limited due to location of stair back on roof. See sightline sections on A030 and renderings A002 and A004 for location and other information.)
E.3.3 Setbacks and Projections within Setbacks			
E.3.3.01	Standard	Front setback areas shall be developed with sidewalks, plazas, and/or landscaping as appropriate.	**Complies**: The property has a minimum and a maximum 0 foot front setback with limited setback exceptions for store and lobby entrances, retail frontage, and outdoor seating. There is outdoor seating at the minor modulation at the right side of the façade forward of the blade sign and a Japanese maple tree is proposed at the lefts side adjacent to outdoor café seating at the 506 Santa Cruz building. The areas with setbacks appear consistent with the 0' maximum setback exceptions.)
E.3.3.02	Standard	Parking shall not be permitted in front setback areas.	**Complies**: No parking at front setback (zero lot setback). See ground level plan sheet A100.
E.3.3.03	Standard	In areas where no or a minimal setback is required, limited setback for store or lobby entry recesses shall not exceed a maximum of 4-foot depth and a maximum of 6-foot width.	**Complies**: Zero lot setback, lobby entry recess does not exceed 4' depth and 6' width. See ground level plan sheet A100.

Section	Standard or Guideline	Requirement	Evaluation
E.3.3.04	Standard	In areas where no or a minimal setback is required, building projections, such as balconies, bay windows and dormer windows, shall not project beyond a maximum of 3 feet from the building face into the sidewalk clear walking zone, public right-of-way or public spaces, provided they have a minimum 8-foot vertical clearance above the sidewalk clear walking zone, public right-of-way or public space.	**Complies**: No building projections into sidewalk & public right-of-way proposed.
E.3.3.05	Standard	In areas where setbacks are required, building projections, such as balconies, bay windows and dormer windows, at or above the second habitable floor shall not project beyond a maximum of 5 feet from the building face into the setback area.	**N/A**: Project is in zero lot setback area.
E.3.3.06	Standard	The total area of all building projections shall not exceed 35% of the primary building façade area. Primary building façade is the façade built at the property or setback line.	**Complies**: No building projections beyond primary building facade proposed.
E.3.3.07	Standard	Architectural projections like canopies, awnings and signage shall not project beyond a maximum of 6 feet horizontally from the building face at the property line or at the minimum setback line. There shall be a minimum of 8-foot vertical clearance above the sidewalk, public right-of-way or public space.	**Complies**: No architectural projections or entry canopy extends beyond primary building facade proposed.
E.3.3.08	Standard	No development activities may take place within the San Francisquito Creek bed, below the creek bank, or in the riparian corridor.	**N/A**: Project does not exist within the San Francisquito Creek bed.
E.3.4 Massing and Modulation			
E.3.4.1 Building Breaks			
E.3.4.1.01	Standard	The total of all building breaks shall not exceed 25 percent of the primary façade plane in a development.	**N/A**: Building breaks not required per Table E3.
E.3.4.1.02	Standard	Building breaks shall be located at ground level and extend the entire building height.	**N/A**: Building breaks not required per Table E3.
E.3.4.1.03	Standard	In all districts except the ECR-SE zoning district, recesses that function as building breaks shall have minimum dimensions of 20 feet in width and depth and a maximum dimension of 50 feet in width. For the ECR-SE zoning district, recesses that function as building breaks shall have a minimum dimension of 60 feet in width and 40 feet in depth.	**N/A**: Building breaks not required per Table E3.
E.3.4.1.04	Standard	Building breaks shall be accompanied with a major change in fenestration pattern, material and color to have a distinct treatment for each volume.	**N/A**: Building breaks not required per Table E3.
E.3.4.1.05	Standard	In all districts except the ECR-SE zoning district, building breaks shall be required as shown in Table E3.	**N/A:** Building breaks not required per Table E3.

Section	Standard or Guideline	Requirement	Evaluation
E.3.4.1.06	Standard	In the ECR-SE zoning district, and consistent with Table E4 the building breaks shall: • Comply with Figure E9; • Be a minimum of 60 feet in width, except where noted on Figure E9; • Be a minimum of 120 feet in width at Middle Avenue; • Align with intersecting streets, except for the area between Roble Avenue and Middle Avenue; • Be provided at least every 350 feet in the area between Roble Avenue and Middle Avenue; where properties under different ownership coincide with this measurement, the standard side setbacks (10 to 25 feet) shall be applied, resulting in an effective break of between 20 to 50 feet. • Extend through the entire building height and depth at Live Oak Avenue, Roble Avenue, Middle Avenue, Partridge Avenue and Harvard Avenue; and • Include two publicly-accessible building breaks at Middle Avenue and Roble Avenue.	**N/A**: Subject parcel located in the SA E district.
E.3.4.1.07	Standard	In the ECR-SE zoning district, the Middle Avenue break shall include vehicular access; publicly-accessible open space with seating, landscaping and shade; retail and restaurant uses activating the open space; and a pedestrian/bicycle connection to Alma Street and Burgess Park. The Roble Avenue break shall include publicly-accessible open space with seating, landscaping and shade.	**N/A**: Subject parcels located in the SA E district.
E.3.4.1.08	Guideline	In the ECR-SE zoning district, the breaks at Live Oak, Roble, Middle, Partridge and Harvard Avenues may provide vehicular access.	**N/A**: Subject parcels located in the SA E district.
E.3.4.2 Façade Modulation and Treatment			
E.3.4.2.01	Standard	Building façades facing public rights-of-way or public open spaces shall not exceed 50 feet in length without a minor building façade modulation. At a minimum of every 50' façade length, the **minor vertical façade modulation** shall be a minimum 2 feet deep by 5 feet wide recess or a minimum 2 foot setback of the building plane from the primary building façade.	**Complies**: Building steps back 3' 1-1/4" along Merrill Street to comply with minor vertical façade modulation at ground level and level 2. See A020 for diagram, and A002 for visual reference.

Section	Standard or Guideline	Requirement	Evaluation
E.3.4.2.02	Standard	Building façades facing public rights-of-way or public open spaces shall not exceed 100 feet in length without a major building modulation. At a minimum of every 100 feet of façade length, a **major vertical façade modulation** shall be a minimum of 6 feet deep by 20 feet wide recess or a minimum of 6 feet setback of building plane from primary building façade for the full height of the building. This standard applies to all districts except ECR NE-L and ECR SW since those two districts are required to provide a building break at every 100 feet.	**Complies**: Building lot width is less than 100' feet.
E.3.4.2.03	Standard	In addition, the major building façade modulation shall be accompanied with a 4-foot minimum height modulation and a major change in fenestration pattern, material and/or color.	**N/A**: Major façade modulation not required because building lot width is less than 100' long.
E.3.4.2.04	Guideline	Minor façade modulation may be accompanied with a change in fenestration pattern, and/or material, and/or color, and/or height.	**Complies**: Minor façade modulation accompanied by change in material from stone to glazing. See Front Elevation, A200, for visual reference.
E.3.4.2.05	Guideline	Buildings should consider sun shading mechanisms, like overhangs, *bris soleils* and clerestory lighting, as façade articulation strategies.	**Complies**: Terrace overhangs on south façade for sun shading. See perspective on A006 for visual reference.
E.3.4.3 Building Profile			
E.3.4.3.01	Standard	The 45-degree building profile shall be set at the minimum setback line to allow for flexibility and variation in building façade height within a district.	**Complies**: Shown on side elevations, sheets A201, A203.
E.3.4.3.02	Standard	Horizontal building and architectural projections, like balconies, bay windows, dormer windows, canopies, awnings, and signage, beyond the 45-degree building profile shall comply with the standards for Building Setbacks & Projection within Setbacks (E.3.3.04 to E.3.3.07) and shall be integrated into the design of the building.	**Complies**: No horizontal projections proposed beyond building profile.
E.3.4.3.03	Standard	Vertical building projections like parapets and balcony railings shall not extend 4 feet beyond the 45-degree building profile and shall be integrated into the design of the building.	**Complies**: No vertical projections proposed beyond building profile.
E.3.4.3.04	Standard	Rooftop elements that may need to extend beyond the 45-degree building profile due to their function, such as stair and elevator towers, shall be integrated into the design of the building.	**N/A**: No rooftop elements proposed beyond building profile.
E.3.4.4 Upper Story Façade Length			
E.3.4.4.01	Standard	Building stories above the 38-foot façade height shall have a maximum allowable façade length of 175 feet along a public right-of-way or public open space.	**Complies**: Building width is less than 175 feet.
E.3.5 Ground Floor Treatment, Entry and Commercial Frontage			
Ground Floor Treatment			

Section	Standard or Guideline	Requirement	Evaluation
E.3.5.01	Standard	The retail or commercial ground floor shall be a minimum 15-foot floor-to-floor height to allow natural light into the space**.**	**Complies**: Ground floor is 15' floor-to-floor height. See building section on A300.
E.3.5.02	Standard	Ground floor commercial buildings shall have a minimum of 50% transparency (i.e., clear-glass windows) for retail uses, office uses and lobbies to enhance the visual experience from the sidewalk and street. Heavily tinted or mirrored glass shall not be permitted.	**Complies**: See 50% transparency calculation compliance diagram on A020.
E.3.5.03	Guideline	Buildings should orient ground-floor retail uses, entries and direct-access residential units to the street.	**Complies**: Ground level office space and building lobby provided with direct access from Merrill St. See A100 ground level plan.
E.3.5.04	Guideline	Buildings should activate the street by providing visually interesting and active uses, such as retail and personal service uses, in ground floors that face the street. If office and residential uses are provided, they should be enhanced with landscaping and interesting building design and materials.	**Complies**: Ground level office space and building lobby provided and is enhanced with landscaping at Merrill St. See A200 elevation - north / front.
E.3.5.05	Guideline	For buildings where ground floor retail, commercial or residential uses are not desired or viable, other project-related uses, such as a community room, fitness center, daycare facility or sales center, should be located at the ground floor to activate the street.	**Complies**: Ground level office space and building lobby provided at Merrill St. See A100 ground level plan and A200 elevation - north / front.
E.3.5.06	Guideline	Blank walls at ground floor are discouraged and should be minimized. When unavoidable, continuous lengths of blank wall at the street should use other appropriate measures such as landscaping or artistic intervention, such as murals.	**Complies**: Ground level office space and building lobby provided at Merrill Street. See A200 elevation - north/ front.
E.3.5.07	Guideline	Residential units located at ground level should have their floors elevated a minimum of 2 feet to a maximum of 4 feet above the finished grade sidewalk for better transition and privacy, provided that accessibility codes are met.	**N/A**: Project does not have any ground floor residential units.
E.3.5.08	Guideline	Architectural projections like canopies and awnings should be integrated with the ground floor and overall building design to break up building mass, to add visual interest to the building and provide shelter and shade.	**Complies**: Entry canopy is integrated at lobby entry. See A005 Merrill frontage - view 5 rendering.
Building Entries			
E.3.5.09	Standard	Building entries shall be oriented to a public street or other public space. For larger residential buildings with shared entries, the main entry shall be through prominent entry lobbies or central courtyards facing the street. From the street, these entries and courtyards provide additional visual interest, orientation and a sense of invitation.	**Complies**: Ground level building lobby provided at Merrill St. See A100 ground level plan.

Section	Standard or Guideline	Requirement	Evaluation
E.3.5.10	Guideline	Entries should be prominent and visually distinctive from the rest of the façade with creative use of scale, materials, glazing, projecting or recessed forms, architectural details, color, and/or awnings.	**Complies**: Ground level building lobby is prominent and recessed from primary façade at Merrill St. See A002 Merrill frontage - view 2 rendering. Bench with landscape at right of entry door also distinguish entry.
E.3.5.11	Guideline	Multiple entries at street level are encouraged where appropriate.	**N/A**: Multiple entries not appropriate due to limited building width.
E.3.5.12	Guideline	Ground floor residential units are encouraged to have their entrance from the street.	**N/A**: Project does not have any ground floor residential units.
E.3.5.13	Guideline	Stoops and entry steps from the street are encouraged for individual unit entries when compliant with applicable accessibility codes. Stoops associated with landscaping create inviting, usable and visually attractive transitions from private spaces to the street.	**N/A**: Project does not have any ground floor residential units.
E.3.5.14	Guideline	Building entries are allowed to be recessed from the primary building façade.	**Complies**: Ground level office space and building lobby are recessed from primary building façade. See A100 ground level plan.
Commercial Frontage			
E.3.5.15	Standard	Commercial windows/storefronts shall be recessed from the primary building façade a minimum of 6 inches	**Complies**: Storefront window recessed from primary building façade to meet 6" min. See A100 ground level plan.
E.3.5.16	Standard	Retail frontage, whether ground floor or upper floor, shall have a minimum 50% of the façade area transparent with clear vision glass, not heavily tinted or highly mirrored glass.	**Complies**: 50% transparency calculation compliance diagram on A020.
E.3.5.17	Guideline	Storefront design should be consistent with the building's overall design and contribute to establishing a well-defined ground floor for the façade along streets.	**Complies**: Storefront window is integrated with building's overall design. See A002 Merrill frontage - view 2.
E.3.5.18	Guideline	The distinction between individual storefronts, entire building façades and adjacent properties should be maintained.	**N/A**: Single ground level entry provides access to office, lobby, and parking. See A100 ground level plan.
E.3.5.19	Guideline	Storefront elements such as windows, entrances and signage should provide clarity and lend interest to the façade.	**Complies**: Aluminum storefronts to be painted black to match steel channel and railing details on façade. Schematic details provided on A500.
E.3.5.20	Guideline	Individual storefronts should have clearly defined bays. These bays should be no greater than 20 feet in length. Architectural elements, such as piers, recesses and projections help articulate bays.	**Complies**: Storefront not to exceed 20 feet in length. Windows at office space set in varied width openings to create a series of small glazed recesses in façade.
E.3.5.21	Guideline	All individual retail uses should have direct access from the public sidewalk. For larger retail tenants, entries should occur at lengths at a maximum at every 50 feet, consistent with the typical lot size in downtown.	**N/A**: No ground level retail.

Section	Standard or Guideline	Requirement	Evaluation
E.3.5.22	Guideline	Recessed doorways for retail uses should be a minimum of two feet in depth. Recessed doorways provide cover or shade, help identify the location of store entrances, provide a clear area for out-swinging doors and offer the opportunity for interesting paving patterns, signage and displays.	**N/A**: No ground level retail.
E.3.5.23	Guideline	Storefronts should remain un-shuttered at night and provide clear views of interior spaces lit from within. If storefronts must be shuttered for security reasons, the shutters should be located on the inside of the store windows and allow for maximum visibility of the interior.	**Complies**: Storefront to remain un-shuttered at night.
E.3.5.24	Guideline	Storefronts should not be completely obscured with display cases that prevent customers and pedestrians from seeing inside.	**Complies**: See A002 - View 2 Rendering.
E.3.5.25	Guideline	Signage should not be attached to storefront windows.	**Complies**: Entry canopy signage is not attached to the storefront window. Also, 1125 signage is provided in front of lobby stair and not attached to storefront window. See A005 Merrill frontage - view 5 rendering.
E.3.6 Open Space			
E.3.6.01	Standard	Residential developments or Mixed Use developments with residential use shall have a minimum of 100 square feet of open space per unit created as common open space or a minimum of 80 square feet of open space per unit created as private open space, where private open space shall have a minimum dimension of 6 feet by 6 feet. In case of a mix of private and common open space, such common open space shall be provided at a ratio equal to 1.25 square feet for each one square foot of private open space that is not provided.	**Complies**: Open space terrace of 1,083 sf at level 3 and 597 sf at level 4 provided for residential units, with dimensions meeting the 6-foot minimum. See FAR summary on sheet A020.
E.3.6.02	Standard	Residential open space (whether in common or private areas) and accessible open space above parking podiums up to 16 feet high shall count towards the minimum open space requirement for the development.	**Complies**: All residential open space and accessible open space located above parking podium, and count towards minimum open space requirement.
E.3.6.03	Guideline	Private and/or common open spaces are encouraged in all developments as part of building modulation and articulation to enhance building façade.	**Complies**: Project provides 2,533 square feet of usable open space with 854 square feet for office use and the remaining for the two residential units. The minimum open space required is 1,294 square feet.
E.3.6.04	Guideline	Private development should provide accessible and usable common open space for building occupants and/or the general public.	**Complies**: Project provides accessible and usable common open space for building occupants.

Section	Standard or Guideline	Requirement	Evaluation
E.3.6.05	Guideline	For residential developments, private open space should be designed as an extension of the indoor living area, providing an area that is usable and has some degree of privacy.	**Complies**: Open space terrace offers privacy at level 2, level 3, and level 4. See sheet A101, A102, A103.
E.3.6.06	Guideline	Landscaping in setback areas should define and enhance pedestrian and open space areas. It should provide visual interest to streets and sidewalks, particularly where building façades are long.	**Complies**: Landscape areas provided in front of lobby stair 1 (NW corner) and adjacent to office space (ne corner). See ground level plan sheet A100.
E.3.6.07	Guideline	Landscaping of private open spaces should be attractive, durable and drought-resistant.	**Complies**: Project provides private open spaces with attractive, durable, and drought-resistant landscaping.
E.3.7 Parking, Service and Utilities			
General Parking and Service Access			
E.3.7.01	Guideline	The location, number and width of parking and service entrances should be limited to minimize breaks in building design, sidewalk curb cuts and potential conflicts with streetscape elements.	**Complies:** Parking entry from rear lot. Single curb cut & access from vehicular entry on Santa Cruz Ave. See area plan sheet A050.
E.3.7.02	Guideline	In order to minimize curb cuts, shared entrances for both retail and residential use are encouraged. In shared entrance conditions, secure access for residential parking should be provided.	**Complies**: Parking entry from rear lot. Single curb cut & access from shared vehicular entry on Santa Cruz Ave. See area plan sheet A050.
E.3.7.03	Guideline	When feasible, service access and loading docks should be located on secondary streets or alleys and to the rear of the building.	**N/A**: No loading docks proposed.
E.3.7.04	Guideline	The size and pattern of loading dock entrances and doors should be integrated with the overall building design.	**N/A**: No loading docks proposed.
E.3.7.05	Guideline	Loading docks should be screened from public ways and adjacent properties to the greatest extent possible. In particular, buildings that directly adjoin residential properties should limit the potential for loading-related impacts, such as noise. Where possible, loading docks should be internal to the building envelope and equipped with closable doors. For all locations, loading areas should be kept clean.	**N/A**: No loading docks proposed.
E.3.7.06	Guideline	Surface parking should be visually attractive, address security and safety concerns, retain existing mature trees and incorporate canopy trees for shade. See Section D.5 for more compete guidelines regarding landscaping in parking areas.	**N/A**: No surface parking provided.
Utilities			
E.3.7.07	Guideline	All utilities in conjunction with new residential and commercial development should be placed underground.	**Complies**: All utilities to be placed under ground.

Section	Standard or Guideline	Requirement	Evaluation
E.3.7.08	Guideline	Above ground meters, boxes and other utility equipment should be screened from public view through use of landscaping or by integrating into the overall building design.	**Complies**: Meters and other utility equipment are screened by landscaping located on side of the building. See civil, dry utility, and landscape drawings.
Parking Garages			
E.3.7.09	Standard	To promote the use of bicycles, secure bicycle parking shall be provided at the street level of public parking garages. Bicycle parking is also discussed in more detail in Section F.5 "Bicycle Storage Standards and Guidelines."	**N/A:** Project does not include any public parking garage on a downtown parking plaza.
E.3.7.10	Guideline	Parking garages on downtown parking plazas should avoid monolithic massing by employing change in façade rhythm, materials and/or color.	**N/A**: Project does not include any public parking garage on a downtown parking plaza.
E.3.7.11	Guideline	To minimize or eliminate their visibility and impact from the street and other significant public spaces, parking garages should be underground, wrapped by other uses (i.e. parking podium within a development) and/or screened from view through architectural and/or landscape treatment.	**Complies**: Ground level parking entry from rear lot. Office space and building lobby located on Merrill St. See ground level plan sheet A100.
E.3.7.12	Guideline	Whether free-standing or incorporated into overall building design, garage façades should be designed with a modulated system of vertical openings and pilasters, with design attention to an overall building façade that fits comfortably and compatibly into the pattern, articulation, scale and massing of surrounding building character.	**Complies**: Ground level parking entry from rear lot. Garage façade is compatible with the pattern, articulation, scale, and massing of surrounding. Office space and building lobby located on Merrill St. See A006 Santa Cruz – garage view rendering.
E.3.7.13	Guideline	Shared parking is encouraged where feasible to minimize space needs, and it is effectively codified through the plan's off-street parking standards and allowance for shared parking studies.	**Complies**: Shared parking proposed.
E.3.7.14	Guideline	A parking garage roof should be approached as a usable surface and an opportunity for sustainable strategies, such as installment of a green roof, solar panels or other measures that minimize the heat island effect.	**Complies**: Office and terrace is located above parking podium. (See A006 Santa Cruz – garage view rendering)
E.3.8 Sustainable Practices			
Overall Standards			
E.3.8.01	Standard	Unless the Specific Plan area is explicitly exempted, all citywide sustainability codes or requirements shall apply.	**Complies**: Project to meet all sustainability code and requirements per City of Menlo Park.
Overall Guidelines			
E.3.8.02	Guideline	Because green building standards are constantly evolving, the requirements in this section should be reviewed and updated on a regular basis of at least every two years.	**N/A**: This guideline is applicable to the City of Menlo Park, not individual projects.
Leadership in Energy and Environmental Design (LEED) Standards			

Section	Standard or Guideline	Requirement	Evaluation
E.3.8.03	Standard	Development shall achieve LEED certification, at Silver level or higher, or a LEED Silver equivalent standard for the project types listed below. For LEED certification, the applicable standards include LEED New Construction; LEED Core and Shell; LEED New Homes; LEED Schools; and LEED Commercial Interiors. Attainment shall be achieved through LEED certification or through a City-approved outside auditor for those projects pursing a LEED equivalent standard. The requirements, process and applicable fees for an outside auditor program shall be established by the City and shall be reviewed and updated on a regular basis. LEED certification or equivalent standard, at a Silver lever or higher, shall be required for: • Newly constructed residential buildings of Group R (single-family, duplex and multi-family); • Newly constructed commercial buildings of Group B (occupancies including among others office, professional and service type transactions) and Group M (occupancies including among others display or sale of merchandise such as department stores, retail stores, wholesale stores, markets and sales rooms) that are 5,000 gross square feet or more; • New first-time build-outs of commercial interiors that are 20,000 gross square feet or more in buildings of Group B and M occupancies; and • Major alterations that are 20,000 gross square feet or more in existing buildings of Group B, M and R occupancies, where interior finishes are removed and significant upgrades to structural and mechanical, electrical and/or plumbing systems are proposed. All residential and/or mixed use developments of sufficient size to require LEED certification or equivalent standard under the Specific Plan shall install one dedicated electric vehicle/plug-in hybrid electric vehicle recharging station for every 20 residential parking spaces provided. Per the Climate Action Plan the complying applicant could receive incentives, such as streamlined permit processing, fee discounts, or design templates.	**Complies**: The commercial portion will comply with LEED Silver New Construction for the commercial portion and LEED New Homes for the residential portion.

Section	Standard or Guideline	Requirement	Evaluation
Leadership in Energy and Environmental Design (LEED) Guidelines			
E.3.8.04	Guideline	The development of larger projects allows for more comprehensive sustainability planning and design, such as efficiency in water use, stormwater management, renewable energy sources and carbon reduction features. A larger development project is defined as one with two or more buildings on a lot one acre or larger in size. Such development projects should have sustainability requirements and GHG reduction targets that address neighborhood planning, in addition to the sustainability requirements for individual buildings (See Standard E.3.8.03 above). These should include being certified or equivalently verified at a LEED-ND (neighborhood development), Silver level or higher, and mandating a phased reduction of GHG emissions over a period of time as prescribed in the 2030 Challenge. The sustainable guidelines listed below are also relevant to the project area. They relate to but do not replace LEED certification or equivalent standard rating requirements.	**N/A**: Site is under an acre, and there is only one building.
Building Design Guidelines			
E.3.8.05	Guideline	Buildings should incorporate narrow floor plates to allow natural light deeper into the interior.	**Complies**: Residential floor plate is narrow. See level 3 plan sheet a102 and level 4 plan sheet A103.
E.3.8.06	Guideline	Buildings should reduce use of daytime artificial lighting through design elements, such as bigger wall openings, light shelves, clerestory lighting, skylights, and translucent wall materials.	**Complies**: Project incorporates large areas of glazing on north & south side with deep overhangs. See Merrill frontage - view 4 rendering sheet A004 and Santa Cruz - garage view rendering sheet A006.
E.3.8.07	Guideline	Buildings should allow for flexibility to regulate the amount of direct sunlight into the interiors. Louvered wall openings or shading devices like *bris soleils* help control solar gain and check overheating. *Bris soleils*, which are permanent sun-shading elements, extend from the sun-facing façade of a building, in the form of horizontal or vertical projections depending on sun orientation, to cut out the sun's direct rays, help protect windows from excessive solar light and heat and reduce glare within.	**Complies**: Glazing on south side are underneath deep overhangs to control direct heat gain. (See Santa Cruz - garage view rendering sheet A006)
E.3.8.08	Guideline	Where appropriate, buildings should incorporate arcades, trellis and appropriate tree planting to screen and mitigate south and west sun exposure during summer. This guideline would not apply to downtown, the station area and the west side of El Camino Real where buildings have a narrower setback and street trees provide shade.	**N/A**: Project located in Station Area East.

Section	Standard or Guideline	Requirement	Evaluation
E.3.8.09	Guideline	Operable windows are encouraged in new buildings for natural ventilation.	**Complies**: Operable windows incorporated for natural ventilation. See level 3 plan sheet A102 and level 4 plan sheet A103.
E.3.8.10	Guideline	To maximize use of solar energy, buildings should consider integrating photovoltaic panels on roofs.	**Tentatively Complies**: Building is to be PV ready with integrated photovoltaic panel design. See roof plan sheet A104.
E.3.8.11	Guideline	Inclusion of recycling centers in kitchen facilities of commercial and residential buildings shall be encouraged. The minimum size of recycling centers in commercial buildings should be 20 cubic feet (48 inches wide x 30 inches deep x 24 inches high) to provide for garbage and recyclable materials.	**Complies**: Recycling center provided in trash room. See ground level plan sheet A100.
Stormwater and Wastewater Management Guidelines			
E.3.8.12	Guideline	Buildings should incorporate intensive or extensive green roofs in their design. Green roofs harvest rain water that can be recycled for plant irrigation or for some domestic uses. Green roofs are also effective in cutting-back on the cooling load of the air-conditioning system of the building and reducing the heat island effect from the roof surface.	**N/A**: Green roof was evaluated. Integrated planters provided to better support architectural intent, and bring more visible and larger scale planting to the terraces and roofs. See plan sheets A101 - 103.
E.3.8.13	Guideline	Projects should use porous material on driveways and parking lots to minimize stormwater run-off from paved surfaces.	**N/A**: Paved areas minimal with zero lot setback.
Landscaping Guidelines			
E.3.8.14	Guideline	Planting plans should support passive heating and cooling of buildings and outdoor spaces.	**Complies**: Planters provided at outdoor spaces. See landscape drawings.
E.3.8.15	Guideline	Regional native and drought resistant plant species are encouraged as planting material.	**Complies**: Native & drought resistant plant species to be provided. See landscape drawings.
E.3.8.16	Guideline	Provision of efficient irrigation system is recommended, consistent with the City's Municipal Code Chapter 12.44 "Water-Efficient Landscaping".	**Complies**: Efficient irrigation system to be provided. See landscape drawings.
Lighting Standards			
E.3.8.17	Standard	Exterior lighting fixtures shall use fixtures with low cut-off angles, appropriately positioned, to minimize glare into dwelling units and light pollution into the night sky.	**Complies**: Exterior lighting fixtures to comply with specific plan lighting standard.
E.3.8.18	Standard	Lighting in parking garages shall be screened and controlled so as not to disturb surrounding properties, but shall ensure adequate public security.	**Complies**: Lighting in parking garage to comply with specific plan lighting standard.
Lighting Guidelines			
E.3.8.19	Guideline	Energy-efficient and color-balanced outdoor lighting, at the lowest lighting levels possible, are encouraged to provide for safe pedestrian and auto circulation.	**Complies**: Outdoor lighting to comply with Specific Plan lighting guidelines. See lighting layout on sheet A105 and sheet L2.1.
E.3.8.20	Guideline	Improvements should use ENERGY STAR-qualified fixtures to reduce a building's energy consumption.	**Complies**: Energy Star-qualified fixtures to be specified to reduce energy consumption.

Section	Standard or Guideline	Requirement	Evaluation
E.3.8.21	Guideline	Installation of high-efficiency lighting systems with advanced lighting control, including motion sensors tied to dimmable lighting controls or lighting controlled by timers set to turn off at the earliest practicable hour, are recommended.	**Complies**: Lighting system to comply with specific plan lighting guidelines.
Green Building Material Guidelines			
E.3.8.22	Guideline	The reuse and recycle of construction and demolition materials is recommended. The use of demolition materials as a base course for a parking lot keeps materials out of landfills and reduces costs.	**Complies**: Reuse and recycle of construction and demolition material to be incorporated. See LEED checklist on sheet A021.
E.3.8.23	Guideline	The use of products with identifiable recycled content, including post-industrial content with a preference for post-consumer content, are encouraged.	**Complies**: Product with recycled contents to be incorporated into project. See LEED checklist on sheet A021.
E.3.8.24	Guideline	Building materials, components, and systems found locally or regionally should be used, thereby saving energy and resources in transportation.	**Complies**: Locally sourced building materials to be incorporated into project. See LEED checklist on sheet A021.
E.3.8.25	Guideline	A design with adequate space to facilitate recycling collection and to incorporate a solid waste management program, preventing waste generation, is recommended.	**Complies**: Construction and demolition waste management to be incorporated into project. See LEED checklist on sheet A021.
E.3.8.26	Guideline	The use of material from renewable sources is encouraged.	**Complies**: Materials from renewable source to be incorporated into project. See LEED checklist on sheet A021.

Menlo Park El Camino Real/Downtown Specific Plan
Standards and Guidelines: 506 – 556 Santa Cruz Avenue Compliance Worksheet
Updated May 7, 2018

Section	Standard or Guideline	Requirement	Evaluation
E.3.1 Development Intensity			
E.3.1.01	Standard	Business and Professional office (inclusive of medical and dental office) shall not exceed one half of the base FAR or public benefit bonus FAR, whichever is applicable.	**Compiles**: Current proposed office FAR is less than half of the maximum FAR for the site. Please refer to square-footage data on drawings. See A113 and A213
E.3.1.02	Standard	Medical and Dental office shall not exceed one third of the base FAR or public benefit bonus FAR, whichever is applicable.	**Complies**: No medical/ dental office.
E.3.2 Height			
E.3.2.01	Standard	Roof-mounted mechanical equipment, solar panels, and similar equipment may exceed the maximum building height, but shall be screened from view from publicly-accessible spaces.	**Complies**: Roof-mounted mechanical equipment is screened where provided for residential units. For 506 Santa Cruz, the mechanical equipment for commercial spaces, with some exceptions, will be hung below the third floor structure over the vehicle entry off of Santa Cruz and screened acoustically as well. For 556 Santa Cruz, the commercial equipment will be hung in the grade level garage. Minimal roof mounted equipment is proposed. Solar panels provided on 556 Santa Cruz will be roof mounted on the sloped roof and used as a design feature. See A103 and A203. Height of roof-mounted mechanical equipment shown on A103 and A203 with sightlines. No equipment shown exceeding 60-foot height limit and equipment screened from view by building. Roof mounted solar panels shown flat mounted on pitched roof for 556 Santa Cruz building on A131 to A141. Low pitch roof will result in minimal roof surface visibility except at long distance. Panels shown similar in color to grey roof color.
E.3.2.02	Standard	Vertical building projections such as parapets and balcony railings may extend up to 4 feet beyond the maximum façade height or the maximum building height, and shall be integrated into the design of the building.	**Complies**: No building projections beyond maximum façade height or maximum building height. See A131 and A132.
E.3.2.03	Standard	Rooftop elements that may need to exceed the maximum building height due to their function, such as stair and elevator towers, shall not exceed 14 feet beyond the maximum building height. Such rooftop elements shall be integrated into the design of the building.	**Complies**: Elements serving the roof do not extend beyond the maximum building height.
E.3.3 Setbacks and Projections within Setbacks			
E.3.3.01	Standard	Front setback areas shall be developed with sidewalks, plazas, and/or landscaping as appropriate.	**Complies**: Project is in zero setback zone; however, building modulations are featured with planters on both street frontages.
E.3.3.02	Standard	Parking shall not be permitted in front setback areas.	**Complies**: Project is in zero setback zone. No parking proposed in front of setback areas.

Section	Standard or Guideline	Requirement	Evaluation
E.3.3.03	Standard	In areas where no or a minimal setback is required, limited setback for store or lobby entry recesses shall not exceed a maximum of 4-foot depth and a maximum of 6-foot width.	**Complies**: Entry recesses do not exceed four (4) feet along the zero setback street frontages except at building modulations. See A151 and A251.
E.3.3.04	Standard	In areas where no or a minimal setback is required, building projections, such as balconies, bay windows and dormer windows, shall not project beyond a maximum of 3 feet from the building face into the sidewalk clear walking zone, public right-of-way or public spaces, provided they have a minimum 8-foot vertical clearance above the sidewalk clear walking zone, public right-of-way or public space.	**Complies**: There are no balconies, bay windows or dormer projections.
E.3.3.05	Standard	In areas where setbacks are required, building projections, such as balconies, bay windows and dormer windows, at or above the second habitable floor shall not project beyond a maximum of 5 feet from the building face into the setback area.	**N/A**: Project is in zero setback zone.
E.3.3.06	Standard	The total area of all building projections shall not exceed 35% of the primary building façade area. Primary building façade is the façade built at the property or setback line.	**Complies**: Canopy projections are less than 35% of the primary building façade area.
E.3.3.07	Standard	Architectural projections like canopies, awnings and signage shall not project beyond a maximum of 6 feet horizontally from the building face at the property line or at the minimum setback line. There shall be a minimum of 8-foot vertical clearance above the sidewalk, public right-of-way or public space.	**Complies**: Canopies, where they occur, project no more than six (6) feet into the sidewalk walking zone and they are more than eight (8) feet above the sidewalk. See A121, A131 and canopy details and dimensions shown on A180.
E.3.3.08	Standard	No development activities may take place within the San Francisquito Creek bed, below the creek bank, or in the riparian corridor.	**N/A**: Project is not in proximity to the San Francisquito Creek.
E.3.4 Massing and Modulation			
E.3.4.1 Building Breaks			
E.3.4.1.01	Standard	The total of all building breaks shall not exceed 25 percent of the primary façade plane in a development.	**N/A**: Building breaks not required per Table E3.
E.3.4.1.02	Standard	Building breaks shall be located at ground level and extend the entire building height.	**N/A**: Building breaks not required per Table E3.
E.3.4.1.03	Standard	In all districts except the ECR-SE zoning district, recesses that function as building breaks shall have minimum dimensions of 20 feet in width and depth and a maximum dimension of 50 feet in width. For the ECR-SE zoning district, recesses that function as building breaks shall have a minimum dimension of 60 feet in width and 40 feet in depth.	**N/A**: Building breaks not required per Table E3.

Section	Standard or Guideline	Requirement	Evaluation
E.3.4.1.04	Standard	Building breaks shall be accompanied with a major change in fenestration pattern, material and color to have a distinct treatment for each volume.	**N/A**: Building breaks not required per Table E3.
E.3.4.1.05	Standard	In all districts except the ECR-SE zoning district, building breaks shall be required as shown in Table E3.	**N/A**: Building breaks are not permitted per Table E3.
E.3.4.1.06	Standard	In the ECR-SE zoning district, and consistent with Table E4 the building breaks shall: • Comply with Figure E9; • Be a minimum of 60 feet in width, except where noted on Figure E9; • Be a minimum of 120 feet in width at Middle Avenue; • Align with intersecting streets, except for the area between Roble Avenue and Middle Avenue; • Be provided at least every 350 feet in the area between Roble Avenue and Middle Avenue; where properties under different ownership coincide with this measurement, the standard side setbacks (10 to 25 feet) shall be applied, resulting in an effective break of between 20 to 50 feet. • Extend through the entire building height and depth at Live Oak Avenue, Roble Avenue, Middle Avenue, Partridge Avenue and Harvard Avenue; and • Include two publicly-accessible building breaks at Middle Avenue and Roble Avenue.	**N/A**: Subject parcels located in the SA E district.
E.3.4.1.07	Standard	In the ECR-SE zoning district, the Middle Avenue break shall include vehicular access; publicly-accessible open space with seating, landscaping and shade; retail and restaurant uses activating the open space; and a pedestrian/bicycle connection to Alma Street and Burgess Park. The Roble Avenue break shall include publicly-accessible open space with seating, landscaping and shade.	**N/A**: Subject parcels located in the SA E district.
E.3.4.1.08	Guideline	In the ECR-SE zoning district, the breaks at Live Oak, Roble, Middle, Partridge and Harvard Avenues may provide vehicular access.	**N/A**: Subject parcels located in the SA E district.
E.3.4.2 Façade Modulation and Treatment			
E.3.4.2.01	Standard	Building façades facing public rights-of-way or public open spaces shall not exceed 50 feet in length without a minor building façade modulation. At a minimum of every 50' façade length, the **minor vertical façade modulation** shall be a minimum 2 feet deep by 5 feet wide recess or a minimum 2 foot setback of the building plane from the primary building façade.	**Complies**: The project has incorporated minor and major modulations as required. Diagrams demonstrating modulations have been submitted to the city for review. See A151 and A251. (Modulations shown on perspectives A141, A241 for reference)

Section	Standard or Guideline	Requirement	Evaluation
E.3.4.2.02	Standard	Building façades facing public rights-of-way or public open spaces shall not exceed 100 feet in length without a major building modulation. At a minimum of every 100 feet of façade length, a **major vertical façade modulation** shall be a minimum of 6 feet deep by 20 feet wide recess or a minimum of 6 feet setback of building plane from primary building façade for the full height of the building. This standard applies to all districts except ECR NE-L and ECR SW since those two districts are required to provide a building break at every 100 feet.	**Complies**: One (1) Major Building Modulation is required on Santa Cruz Ave. This modulation is designed as our primary entry and is at least twenty (20) feet and six (6) feet deep. See A151 and A251.
E.3.4.2.03	Standard	In addition, the major building façade modulation shall be accompanied with a 4-foot minimum height modulation and a major change in fenestration pattern, material and/or color.	**Complies**: The Major Modulation extends through the building and is differentiated in material, fenestration, color and height. See A131. Color at modulation is dark bronze and contrasts with white stucco and grey stone at adjacent building facades. Height and form vary at upper roofline with expansive glazing at modulation.
E.3.4.2.04	Guideline	Minor façade modulation may be accompanied with a change in fenestration pattern, and/or material, and/or color, and/or height.	**Complies**: Minor façade modulations are differentiated in a variety of ways including height, material and color changes. See A141 for color and height changes at minor modulations along Santa Cruz Avenue.
E.3.4.2.05	Guideline	Buildings should consider sun shading mechanisms, like overhangs, *bris soleil*s and clerestory lighting, as façade articulation strategies.	**Complies**: Solar shading canopies are provided at the third floor and roof overhangs are provided at the residential floors. Along the ECR facing façade of 556 Santa Cruz, there is a green screen shading element.
E.3.4.3 Building Profile			
E.3.4.3.01	Standard	The 45-degree building profile shall be set at the minimum setback line to allow for flexibility and variation in building façade height within a district.	**Complies**: 45-degree building profile is set on the property line. Project is in a zero setback zone. See A131, A132, A231.
E.3.4.3.02	Standard	Horizontal building and architectural projections, like balconies, bay windows, dormer windows, canopies, awnings, and signage, beyond the 45-degree building profile shall comply with the standards for Building Setbacks & Projection within Setbacks (E.3.3.04 to E.3.3.07) and shall be integrated into the design of the building.	**Complies**: Canopies project into the 45 degree profile but not more than four (4) feet. See A131. Eaves at pitch roof lines on upper floor extend into building profile 4 feet as allowed.
E.3.4.3.03	Standard	Vertical building projections like parapets and balcony railings shall not extend 4 feet beyond the 45-degree building profile and shall be integrated into the design of the building.	**Complies**: No building projections beyond maximum façade height or maximum building height. See A131 and A132 See A131 and A132.
E.3.4.3.04	Standard	Rooftop elements that may need to extend beyond the 45-degree building profile due to their function, such as stair and elevator towers, shall be integrated into the design of the building.	**Complies**: No building rooftop elements project into the building profile.

Section	Standard or Guideline	Requirement	Evaluation
E.3.4.4 Upper Story Façade Length			
E.3.4.4.01	Standard	Building stories above the 38-foot façade height shall have a maximum allowable façade length of 175 feet along a public right-of-way or public open space.	**Complies:** The building levels above the thirty-eight (38) foot height are broken up and do not exceed the 175' façade length. See A151.
E.3.5 Ground Floor Treatment, Entry and Commercial Frontage			
Ground Floor Treatment			
E.3.5.01	Standard	The retail or commercial ground floor shall be a minimum 15-foot floor-to-floor height to allow natural light into the space**.**	**Complies**: Commercial ground floor has 15' floor to floor height. See A133 and A233.
E.3.5.02	Standard	Ground floor commercial buildings shall have a minimum of 50% transparency (i.e., clear-glass windows) for retail uses, office uses and lobbies to enhance the visual experience from the sidewalk and street. Heavily tinted or mirrored glass shall not be permitted.	**Complies**: Ground floor commercial space has at least 50% transparency along the street frontages. See A151 and A251.
E.3.5.03	Guideline	Buildings should orient ground-floor retail uses, entries and direct-access residential units to the street.	**Complies**: Retail entries, building entries and residential entries to the building are street facing.
E.3.5.04	Guideline	Buildings should activate the street by providing visually interesting and active uses, such as retail and personal service uses, in ground floors that face the street. If office and residential uses are provided, they should be enhanced with landscaping and interesting building design and materials.	**Complies**: Along both street frontages there are active retail spaces, building entries and upper floor balconies that all serve to activate the street. Landscaping is provided on the ground floor where permitted, and upper floor balconies have planters on outdoor terraces.
E.3.5.05	Guideline	For buildings where ground floor retail, commercial or residential uses are not desired or viable, other project-related uses, such as a community room, fitness center, daycare facility or sales center, should be located at the ground floor to activate the street.	**N/A**: All ground floor uses are retail/commercial.
E.3.5.06	Guideline	Blank walls at ground floor are discouraged and should be minimized. When unavoidable, continuous lengths of blank wall at the street should use other appropriate measures such as landscaping or artistic intervention, such as murals.	**Complies**: Blank walls have been minimized by design. Where present, they are softened by landscape and material treatments. See A131, A132, A231 and A232. At the Merrill Street side of 506 Santa Cruz Avenue, a living (green) wall with light fixtures has been placed at the first floor. See L2.1 for note and L1.3 for imagery.
E.3.5.07	Guideline	Residential units located at ground level should have their floors elevated a minimum of 2 feet to a maximum of 4 feet above the finished grade sidewalk for better transition and privacy, provided that accessibility codes are met.	**N/A**: No residential units at ground level.
E.3.5.08	Guideline	Architectural projections like canopies and awnings should be integrated with the ground floor and overall building design to break up building mass, to add visual interest to the building and provide shelter and shade.	**Complies**: The main building lobbies have canopies to help define the entries and provide weather protection.
Building Entries			

Section	Standard or Guideline	Requirement	Evaluation
E.3.5.09	Standard	Building entries shall be oriented to a public street or other public space. For larger residential buildings with shared entries, the main entry shall be through prominent entry lobbies or central courtyards facing the street. From the street, these entries and courtyards provide additional visual interest, orientation and a sense of invitation.	**Complies**: All building entries are located along Santa Cruz Ave and Merrill Street. Residential entries are through the main building entry lobbies.
E.3.5.10	Guideline	Entries should be prominent and visually distinctive from the rest of the façade with creative use of scale, materials, glazing, projecting or recessed forms, architectural details, color, and/or awnings.	**Complies**: Entries are designed as entry portals or building features that are distinctive from the rest of the façade by form and depth.
E.3.5.11	Guideline	Multiple entries at street level are encouraged where appropriate.	**Complies**: Multiple entries are provide on the street frontages. See A121 and A221.
E.3.5.12	Guideline	Ground floor residential units are encouraged to have their entrance from the street.	**N/A**: Project does not have any ground floor residential units.
E.3.5.13	Guideline	Stoops and entry steps from the street are encouraged for individual unit entries when compliant with applicable accessibility codes. Stoops associated with landscaping create inviting, usable and visually attractive transitions from private spaces to the street.	**N/A**: Project does not have any ground floor residential units.
E.3.5.14	Guideline	Building entries are allowed to be recessed from the primary building façade.	**Complies**: Building entries are recessed and incorporated within minor and major modulations. See A151 and A251.
Commercial Frontage			
E.3.5.15	Standard	Commercial windows/storefronts shall be recessed from the primary building façade a minimum of 6 inches	**Complies**: Windows/Storefronts are recessed 12”-18” from primary building façade.
E.3.5.16	Standard	Retail frontage, whether ground floor or upper floor, shall have a minimum 50% of the façade area transparent with clear vision glass, not heavily tinted or highly mirrored glass.	**Complies**: Retail frontage has a minimum of 50% glazing and it is clear high performance glass. See A151 and A251.
E.3.5.17	Guideline	Storefront design should be consistent with the building’s overall design and contribute to establishing a well-defined ground floor for the façade along streets.	**Complies**: Storefronts are consistent with overall design and provide building rhythm and interest along the frontages. See A131 and A231.
E.3.5.18	Guideline	The distinction between individual storefronts, entire building façades and adjacent properties should be maintained.	**Complies**: The buildings are broken up to provide identity between parts and neighboring buildings. See A131 and A231.
E.3.5.19	Guideline	Storefront elements such as windows, entrances and signage should provide clarity and lend interest to the façade.	**Complies**: The pattern of modulation and rhythm lends interest to the façade.
E.3.5.20	Guideline	Individual storefronts should have clearly defined bays. These bays should be no greater than 20 feet in length. Architectural elements, such as piers, recesses and projections help articulate bays.	**Complies**: Storefronts are clearly defined and no greater than twenty (20) feet in length.

Section	Standard or Guideline	Requirement	Evaluation
E.3.5.21	Guideline	All individual retail uses should have direct access from the public sidewalk. For larger retail tenants, entries should occur at lengths at a maximum at every 50 feet, consistent with the typical lot size in downtown.	**Complies**: Retail entries will be both direct from the public sidewalk and from internal building lobbies. Their frequency is greater than 1/50 feet.
E.3.5.22	Guideline	Recessed doorways for retail uses should be a minimum of two feet in depth. Recessed doorways provide cover or shade, help identify the location of store entrances, provide a clear area for out-swinging doors and offer the opportunity for interesting paving patterns, signage and displays.	**Complies**: Entries are three (3) feet deep or greater. See A151 and A251.
E.3.5.23	Guideline	Storefronts should remain un-shuttered at night and provide clear views of interior spaces lit from within. If storefronts must be shuttered for security reasons, the shutters should be located on the inside of the store windows and allow for maximum visibility of the interior.	**Complies**: No shutters provided.
E.3.5.24	Guideline	Storefronts should not be completely obscured with display cases that prevent customers and pedestrians from seeing inside.	**Complies**: Intent is for clear view inside of goods being sold.
E.3.5.25	Guideline	Signage should not be attached to storefront windows.	**Complies:** Signage will be either flat or blade type signage on the building façade or canopy.
E.3.6 Open Space			
E.3.6.01	Standard	Residential developments or Mixed Use developments with residential use shall have a minimum of 100 square feet of open space per unit created as common open space or a minimum of 80 square feet of open space per unit created as private open space, where private open space shall have a minimum dimension of 6 feet by 6 feet. In case of a mix of private and common open space, such common open space shall be provided at a ratio equal to 1.25 square feet for each one square foot of private open space that is not provided.	**Complies**: Residential units have private open space exceeding 80 SF at each unit and the minimum dimension of such space is at least six (6) feet. See A113 and A213.
E.3.6.02	Standard	Residential open space (whether in common or private areas) and accessible open space above parking podiums up to 16 feet high shall count towards the minimum open space requirement for the development.	**Complies**: Residential open space is counted towards the minimum requirement.
E.3.6.03	Guideline	Private and/or common open spaces are encouraged in all developments as part of building modulation and articulation to enhance building façade.	**Complies**: Building open space at all floors serves to enhance the building rhythm, profile and articulation.
E.3.6.04	Guideline	Private development should provide accessible and usable common open space for building occupants and/or the general public.	**Complies**: The ground floor of the building provides open space, both landscaped and hard surface, areas for the public.

Section	Standard or Guideline	Requirement	Evaluation
E.3.6.05	Guideline	For residential developments, private open space should be designed as an extension of the indoor living area, providing an area that is usable and has some degree of privacy.	**Complies**: The open space for the residential units is immediately adjacent to each unit's living areas.
E.3.6.06	Guideline	Landscaping in setback areas should define and enhance pedestrian and open space areas. It should provide visual interest to streets and sidewalks, particularly where building façades are long.	**Complies**: Landscape planters are raised to help reinforce the zero setback of the building façade. The raised planter also provides places to sit along the public sidewalk. Planters near Lobby define entrance.
E.3.6.07	Guideline	Landscaping of private open spaces should be attractive, durable and drought-resistant.	**Complies**: The landscaping will comply with drought tolerant plantings and irrigation techniques.
E.3.7 Parking, Service and Utilities			
General Parking and Service Access			
E.3.7.01	Guideline	The location, number and width of parking and service entrances should be limited to minimize breaks in building design, sidewalk curb cuts and potential conflicts with streetscape elements.	**Complies**: There is one driveway cut serving both buildings on Santa Cruz Ave. Trash and service elements and access are provided on Merrill and combined with the services of the adjacent new building proposal on Merrill. See L1.0
E.3.7.02	Guideline	In order to minimize curb cuts, shared entrances for both retail and residential use are encouraged. In shared entrance conditions, secure access for residential parking should be provided.	**Complies**: Driveways are shared. See L1.0. Residential parking is shared with commercial uses.
E.3.7.03	Guideline	When feasible, service access and loading docks should be located on secondary streets or alleys and to the rear of the building.	**Complies**: Trash room located for pickup on Merrill as this is viewed as more service-like than Santa Cruz Ave. No loading docks proposed. See A121.
E.3.7.04	Guideline	The size and pattern of loading dock entrances and doors should be integrated with the overall building design.	**N/A**: No loading docks proposed.
E.3.7.05	Guideline	Loading docks should be screened from public ways and adjacent properties to the greatest extent possible. In particular, buildings that directly adjoin residential properties should limit the potential for loading-related impacts, such as noise. Where possible, loading docks should be internal to the building envelope and equipped with closable doors. For all locations, loading areas should be kept clean.	**N/A**: No loading docks proposed.
E.3.7.06	Guideline	Surface parking should be visually attractive, address security and safety concerns, retain existing mature trees and incorporate canopy trees for shade. See Section D.5 for more compete guidelines regarding landscaping in parking areas.	**Complies**: There is surface parking complying with parking requirements behind the buildings and screened from the street.
Utilities			
E.3.7.07	Guideline	All utilities in conjunction with new residential and commercial development should be placed underground.	**Complies**: Electrical transformers will be underground as will water meters. Gas meters will be screened. See joint trench drawings.

Section	Standard or Guideline	Requirement	Evaluation
E.3.7.08	Guideline	Above ground meters, boxes and other utility equipment should be screened from public view through use of landscaping or by integrating into the overall building design.	**Complies**: Electrical transformers will be underground as will water meters. Gas meters will be screened.
Parking Garages			
E.3.7.09	Standard	To promote the use of bicycles, secure bicycle parking shall be provided at the street level of public parking garages. Bicycle parking is also discussed in more detail in Section F.5 "Bicycle Storage Standards and Guidelines."	**N/A**: 506 Santa Cruz bicycle parking: Short term spaces are provided in the outdoor covered area adjacent to the vehicle entry and the main lobby. Long term spaces are in a secure area in the underground garage. 556 Santa Cruz bicycle parking: Short terms spaces are provide in the covered garage. Long term spaces are provided for in a secure room accessed from the garage. See A121 and A221
E.3.7.10	Guideline	Parking garages on downtown parking plazas should avoid monolithic massing by employing change in façade rhythm, materials and/or color.	**N/A**: Project does not include a parking garage on a downtown parking plaza.
E.3.7.11	Guideline	To minimize or eliminate their visibility and impact from the street and other significant public spaces, parking garages should be underground, wrapped by other uses (i.e. parking podium within a development) and/or screened from view through architectural and/or landscape treatment.	**Complies**: No parking garage faces a street. All are either underground, under the building at grade, or behind the buildings.
E.3.7.12	Guideline	Whether free-standing or incorporated into overall building design, garage façades should be designed with a modulated system of vertical openings and pilasters, with design attention to an overall building façade that fits comfortably and compatibly into the pattern, articulation, scale and massing of surrounding building character.	**N/A**: No garage façade faces the street.
E.3.7.13	Guideline	Shared parking is encouraged where feasible to minimize space needs, and it is effectively codified through the plan's off-street parking standards and allowance for shared parking studies.	**Complies**: Paved areas are reduced on this project because the project is proposing shared parking facilities between the two buildings.
E.3.7.14	Guideline	A parking garage roof should be approached as a usable surface and an opportunity for sustainable strategies, such as installment of a green roof, solar panels or other measures that minimize the heat island effect.	**Complies**: The garage roof behind 506 is both planted and used for surface parking. The stair enclosure for the below grade garage is designed with a vegetated roof to reduce impacts on neighbors.
E.3.8 Sustainable Practices			
Overall Standards			
E.3.8.01	Standard	Unless the Specific Plan area is explicitly exempted, all citywide sustainability codes or requirements shall apply.	**Complies**: Design will be according to all Specific Plan or citywide sustainability requirements.
Overall Guidelines			

Section	Standard or Guideline	Requirement	Evaluation
E.3.8.02	Guideline	Because green building standards are constantly evolving, the requirements in this section should be reviewed and updated on a regular basis of at least every two years.	**N/A**: This guideline is applicable to the City of Menlo Park, not individual project applicants.
Leadership in Energy and Environmental Design (LEED) Standards			

Section	Standard or Guideline	Requirement	Evaluation
E.3.8.03	Standard	Development shall achieve LEED certification, at Silver level or higher, or a LEED Silver equivalent standard for the project types listed below. For LEED certification, the applicable standards include LEED New Construction; LEED Core and Shell; LEED New Homes; LEED Schools; and LEED Commercial Interiors. Attainment shall be achieved through LEED certification or through a City-approved outside auditor for those projects pursing a LEED equivalent standard. The requirements, process and applicable fees for an outside auditor program shall be established by the City and shall be reviewed and updated on a regular basis. LEED certification or equivalent standard, at a Silver lever or higher, shall be required for: • Newly constructed residential buildings of Group R (single-family, duplex and multi-family); • Newly constructed commercial buildings of Group B (occupancies including among others office, professional and service type transactions) and Group M (occupancies including among others display or sale of merchandise such as department stores, retail stores, wholesale stores, markets and sales rooms) that are 5,000 gross square feet or more; • New first-time build-outs of commercial interiors that are 20,000 gross square feet or more in buildings of Group B and M occupancies; and • Major alterations that are 20,000 gross square feet or more in existing buildings of Group B, M and R occupancies, where interior finishes are removed and significant upgrades to structural and mechanical, electrical and/or plumbing systems are proposed. All residential and/or mixed use developments of sufficient size to require LEED certification or equivalent standard under the Specific Plan shall install one dedicated electric vehicle/plug-in hybrid electric vehicle recharging station for every 20 residential parking spaces provided. Per the Climate Action Plan the complying applicant could receive incentives, such as streamlined permit processing, fee discounts, or design templates.	**Complies**: Building will comply with the city's green building program. The commercial portion will comply with LEED Silver New Construction for the commercial portion and LEED New Homes for the residential portion. Electric vehicle charging station will be provided in accordance with CBC requirements.

Section	Standard or Guideline	Requirement	Evaluation
Leadership in Energy and Environmental Design (LEED) Guidelines			
E.3.8.04	Guideline	The development of larger projects allows for more comprehensive sustainability planning and design, such as efficiency in water use, stormwater management, renewable energy sources and carbon reduction features. A larger development project is defined as one with two or more buildings on a lot one acre or larger in size. Such development projects should have sustainability requirements and GHG reduction targets that address neighborhood planning, in addition to the sustainability requirements for individual buildings (See Standard E.3.8.03 above). These should include being certified or equivalently verified at a LEED-ND (neighborhood development), Silver level or higher, and mandating a phased reduction of GHG emissions over a period of time as prescribed in the 2030 Challenge. The sustainable guidelines listed below are also relevant to the project area. They relate to but do not replace LEED certification or equivalent standard rating requirements.	**N/A**: Each site is under an acre, and there is only one building per site.
Building Design Guidelines			
E.3.8.05	Guideline	Buildings should incorporate narrow floor plates to allow natural light deeper into the interior.	**Complies**: Narrow floor plates are provided with windows on at least three sides.
E.3.8.06	Guideline	Buildings should reduce use of daytime artificial lighting through design elements, such as bigger wall openings, light shelves, clerestory lighting, skylights, and translucent wall materials.	**Complies**: An abundance of windows are provided for day lighting of the interiors.
E.3.8.07	Guideline	Buildings should allow for flexibility to regulate the amount of direct sunlight into the interiors. Louvered wall openings or shading devices like *bris soleils* help control solar gain and check overheating. *Bris soleils*, which are permanent sun-shading elements, extend from the sun-facing façade of a building, in the form of horizontal or vertical projections depending on sun orientation, to cut out the sun's direct rays, help protect windows from excessive solar light and heat and reduce glare within.	**Complies**: Horizontal canopies, roof overhangs and deep window recesses are utilized to provide solar shading.
E.3.8.08	Guideline	Where appropriate, buildings should incorporate arcades, trellis and appropriate tree planting to screen and mitigate south and west sun exposure during summer. This guideline would not apply to downtown, the station area and the west side of El Camino Real where buildings have a narrower setback and street trees provide shade.	**Complies**: The façade facing south and facing ECR is proposing a green screen wall to both reduce solar heat gain, provide visual plantings, and screen views from the adjacent McDonald's parking lot.

Section	Standard or Guideline	Requirement	Evaluation
E.3.8.09	Guideline	Operable windows are encouraged in new buildings for natural ventilation.	**Complies**: Operable doors and windows will be provided.
E.3.8.10	Guideline	To maximize use of solar energy, buildings should consider integrating photovoltaic panels on roofs.	**Tentatively Complies**: Solar ready zones are shown on the roof plans for both the 556 and 506 Santa Cruz Avenue building buildings on the pitch roofs over residential.
E.3.8.11	Guideline	Inclusion of recycling centers in kitchen facilities of commercial and residential buildings shall be encouraged. The minimum size of recycling centers in commercial buildings should be 20 cubic feet (48 inches wide x 30 inches deep x 24 inches high) to provide for garbage and recyclable materials.	**Complies:** Recycling and compost will be provided in the building's trash and recycling enclosure at 506 Santa Cruz. See A121.
Stormwater and Wastewater Management Guidelines			
E.3.8.12	Guideline	Buildings should incorporate intensive or extensive green roofs in their design. Green roofs harvest rain water that can be recycled for plant irrigation or for some domestic uses. Green roofs are also effective in cutting-back on the cooling load of the air-conditioning system of the building and reducing the heat island effect from the roof surface.	**Tentatively Complies**: Project has some green walls as well as in ground planters for stormwater treatment and to reduce heat island effect. See A132.
E.3.8.13	Guideline	Projects should use porous material on driveways and parking lots to minimize stormwater run-off from paved surfaces.	**Complies**: Project parking lot is designed using pervious concrete pavers above drain lines. See landscape drawings.
Landscaping Guidelines			
E.3.8.14	Guideline	Planting plans should support passive heating and cooling of buildings and outdoor spaces.	**Complies**: See landscape proposal. Office and residential terrace spaces are filled with landscaping to cool outdoor gathering spaces. 506 Santa Cruz has two green walls: one at the café seating area, and one at the main entry driveway. These green walls will cool the surrounding areas on warm days.
;E.3.8.15	Guideline	Regional native and drought resistant plant species are encouraged as planting material.	**Tentatively Complies**: See landscape proposal.
E.3.8.16	Guideline	Provision of efficient irrigation system is recommended, consistent with the City's Municipal Code Chapter 12.44 "Water-Efficient Landscaping".	**Tentatively Complies**: Irrigation will be developed that is efficient and compliant with requirements.
Lighting Standards			
E.3.8.17	Standard	Exterior lighting fixtures shall use fixtures with low cut-off angles, appropriately positioned, to minimize glare into dwelling units and light pollution into the night sky.	**Complies**: Understood. See lighting strategy plans.
E.3.8.18	Standard	Lighting in parking garages shall be screened and controlled so as not to disturb surrounding properties, but shall ensure adequate public security.	**Compiles**: See lighting strategy plans. 506 Santa Cruz garage is underground. 556 Santa Cruz Garage interior can only be seen by neighboring property parking lot at 506 Santa Cruz.
Lighting Guidelines			

Section	Standard or Guideline	Requirement	Evaluation
E.3.8.19	Guideline	Energy-efficient and color-balanced outdoor lighting, at the lowest lighting levels possible, are encouraged to provide for safe pedestrian and auto circulation.	**Tentatively Complies**: Applicant will pursue this guideline.
E.3.8.20	Guideline	Improvements should use ENERGY STAR-qualified fixtures to reduce a building's energy consumption.	**Tentatively Complies**: Applicant will pursue this guideline.
E.3.8.21	Guideline	Installation of high-efficiency lighting systems with advanced lighting control, including motion sensors tied to dimmable lighting controls or lighting controlled by timers set to turn off at the earliest practicable hour, are recommended.	**Tentatively Complies**: Applicant will pursue this guideline.
Green Building Material Guidelines			
E.3.8.22	Guideline	The reuse and recycle of construction and demolition materials is recommended. The use of demolition materials as a base course for a parking lot keeps materials out of landfills and reduces costs.	**Tentatively Complies**: Applicant will pursue this guideline.
E.3.8.23	Guideline	The use of products with identifiable recycled content, including post-industrial content with a preference for post-consumer content, are encouraged.	**Tentatively Complies**: Applicant will pursue this guideline.
E.3.8.24	Guideline	Building materials, components, and systems found locally or regionally should be used, thereby saving energy and resources in transportation.	**Tentatively Complies**: Applicant will pursue this guideline.
E.3.8.25	Guideline	A design with adequate space to facilitate recycling collection and to incorporate a solid waste management program, preventing waste generation, is recommended.	**Complies:** Trash and recycling facilities have been approved by Recology.
E.3.8.26	Guideline	The use of material from renewable sources is encouraged.	**Tentatively Complies**: Applicant will pursue this guideline.

ARBORIST REPORT

EVALUATION OF TREE CONDITION AND POTENTIAL CONFLICT BETWEEN THE TREES AND PROPOSED PROJECT LOCATED AT

556 Santa Cruz Ave
506 Santa Cruz Ave
1125 Merrill Street
Menlo Park, Ca 94025

Prepared for:
500 SC PARTNERS, LLC.
556 SC PARTNERS, LLC.
MERRILL STREET INVESTORS, LLC.
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February 17, 2018

Purpose of this report

This report will evaluate 16 trees *of 11 different species which located within or close to the proposed projects at 506 & 556 Santa Cruz Ave, and 1125 Merrill Street in Menlo Park, and comments on relationship between subject trees and proposed project. And finally, makes recommendations for conflict resolution and tree preservation before and during the construction.*

Field observations and discussions

Project site includes 3 existing commercial properties located at 506, 556 Santa Cruz Ave, and 1125 Merrill Street in Menlo Park. The proposed project will incorporate these 3 properties , demolish the existing structures and construct 2-4 story mixed use building consisting of two levels of subterranean and on grade parking which can be accessed from Santa Cruz Ave and Merrill Street. I was asked by Mr. Chasen Rapp from 500 S.C. Partners, LLC to prepare an Arborist Report for the site as part of the proposed project submittals for review by the City of Menlo Park.

Trees were evaluated on February 15, 2018 to identify their species, recording each tree location on the site plan, measuring their trunk diameter at a point 54 inches above natural grade . Evaluate their ***health condition (HC) and structural integrity (SI)*** *using a scale of 1-5 where 1 is a healthy, vigorous tree with excellent structural integrity, and 5 is a tree in severe decline, and poor structure and form . Finally define their* ***Suitability for Preservation (SFP)*** *as High, Moderate or Low based on their health, structure, species, location, growing space, safety to person or property, and tolerance to construction impacts.*

Description of trees

9 trees are qualified as ***Heritage Tree*** *based on the City of Menlo Park definition for Heritage Tree.*

The City of Menlo Park municipal Code 13.24.020 defines a Heritage Tree as follows:

1. *All trees other than oaks which have a trunk with a circumference of 47.1 inches (diameter of 15 inches) or more measured at 54 inches above natural grade.*

2. *A tree or group of trees of historical significance, special character or community benefit, specifically designated by the resolution of the City Council.*

3. *Any oak tree which is native to California and has a trunk with circumference of 31.4 inches (diameter of 10 inches) or more, measured at 54 inches above natural grade.*

4. *Trees with more than one trunk shall be measured at the point where the trunks divide, with the exception of trees that are less than 12 feet in height, which will be exempt from this section.*

Evaluated trees are located at following project addresses:

556 Santa Cruz Ave: Tree# 1, 2, 15 & 16
506 Santa Cruz Ave: Tree# 3, 4,5,6,7 & 8
1125 Merrill St: Tree# 9, 10,11,12,13 & 14

Tree Survey/ Evaluation

Tree #	***Species***	***dbh***	***Height***	***Canopy Spread***	***HC***	***SI***	***SFP***
1	*Camphor* ***Cinnamomum camphora***	*20”*	*32’*	*39’*	*3*	*3*	*moderate*

Street tree, stressed, over pruned and lopsided. Girdled roots had damaged surrounding concrete slabs. It seems the tree roots have been pruned in order to resolve the conflict between buttress roots and adjacent concrete curb and sidewalk.

2	*Crape Myrtle* ***Lagerstroemia indica***	*6”*	*30’*	*22’*	*2*	*3*	*moderate*

Street tree, *stands within a tight planter, standard form with curvy trunk, surface roots present.*

3	*Carob* ***Ceratonia siliqua***	*33”*	*24’*	*20’*	*3*	*3*	*low*

Street tree, stands at front of 506 Santa Cruz, 6 feet from south-east corner of existing building. Infested with Ganoderma disease. 2 large brackets “fruiting body” are present at the mid-section of tree trunk indicating to the possible internal wood rot. Concrete curb is damaged and asphalt is lifted by the tree massive buttress roots. Severe root pruning in the past have compromised tree stability.

4	*Tree of Heaven* ***Ailanthus altissima***	*28”*	*63’*	*55’*	*3*	*4*	*low*

Stands at property line, behind a wooden retaining wall with 2 dominant leaders at 4 feet from ground level. Have been toped in the past. Several rather large response growth with weak attachment have created hazardous situation for adjacent structures.

5	*Canary Island Date Palm* ***Phoenix canariensis***	*33.5”*	*20’*	*26’*	*2*	*1*	*moderate*

Street tree. Stands at front within a planter. Its base has grown over the curb.

6	*Crape Myrtle* ***Lagerstroemia indica***	*7.5”*	*22’*	*22’*	*2*	*3*	*moderate*

Street tree. Stands within a rectangular 10 feet x 6 feet planter. Slightly leaning toward north.

Tree Survey/Evaluation

Tree #	***Species***	***dbh***	***Height***	***Canopy Spread***	***HC***	***SI***	***SFP***
7	*Bradford Pear* ***Pyrus Calleryana***	*3”*	*14’*	*5’*	*2*	*2*	*Moderate*

Street tree, stands within a planter at front. Fire blight infested.

8	*Crape Myrtle* ***Lagerstroemia indica***	*3”*	*14’*	*10’*	*2*	*3*	*Moderate*

Street tree, stands within large planter at front.

9	*Southern Magnolia* ***Magnolia grandiflora***	*18.5”*	*30’*	*35’*	*3*	*3*	*Moderate*

Street tree, stands at front of 1125 Merrill Street within a narrow planting strip shared with 2nd Magnolia. Stressed, sparse with pronounced damaging girdled roots.

10	*Southern Magnolia* ***Magnolia grandiflora***	*10.5”*	*23’*	*18’*	*3*	*4*	*Low*

Street tree. Stands close to tree # 9. Stressed, suppressed, sparse canopy density. Bad structure.

11	*Canary Island Date Palm* ***Phoenix canariensis***	*32”*	*65’*	*24’*	*2*	*2*	*High*

Stands at front of 1125 Merrill Street, within an elevated planter.

12	*Canary Island Date Palm* ***Phoenix canariensis***	*30”*	*35’*	*28’*	*2*	*2*	*High*

Neighbor tree, stands at front of 1145 Merrill Street with its base grown over property line. Ivy covered the tree from ground level all the way up into canopy.

13	*Fern Pine* ***Podocarpus gracilior***	*16”*	*35’*	*26’*	*2*	*3*	*Moderate*

Stands at the back of 1125 Merrill Street, inside a raised planter box. It has 2 main leaders slightly leaning toward north.

Tree #	***Species***	***dbh***	***Height***	***Canopy Spread***	***HC***	***SI***	***SFP***
14	*Coast Live Oak* ***Quercus agrifolia***	*28”*	*45’*	*45’*	*3*	*4*	*Moderate*

Neighbor tree, stands at the middle of courtyard surrounded by wood decking less than ½ inch from tree trunk. Tree is severely leaning toward south with its base almost touching the property line. Although skirt of canopy has been raised significantly to avoid touching surrounding structures, but the irregular formation of the tree branching scaffold grown over neighboring property. One support cable is visible within the canopy.

15	*Eureka Lemon”* ***Citrus lemon***	*2X6”*	*20’*	*12’*	*2*	*3*	*Low*

Stands near property line on the north side of 556 Santa Cruz property. Have been toped in the past and canopy raised to 7 feet.

16	*Avocado* ***Persea americana***	*7”*	*10’*	*10’*	*3*	*4*	*Low*

Stands near property line on the north side of 556 Santa Cruz property within an elevated planter box. It`s original structure is altered to control the height. It is more like a hedge than a tree.

Evaluation of impacts and recommendations for conflict resolution

*Three heritage trees **(# 4, 12 and 14)** are located either outside or next to the proposed project foot print and will be impacted by the project development.*

*Nine trees **(#1, 2, 3, 5, 6,7,8,9, and 10)** are street tree located within the public right of way at Santa Cruz Ave, or Merrill Street.*

*Four trees **(#11, 13, 15 and 16)** are located within the proposed project foot print and are in direct conflict with the project.*

REMOVE 13 TREES

Tree #2, 5, 6, 7, 8, 9 and 10 are planned for removal to provide space for new landscape and improved frontage.

Tree #3, diseased Carob tree with compromised structural integrity need to be removed for safety. Located at 6 feet from property line, it would be further damaged by the construction of new building.

Tree #4, with weak structure, is in direct conflict with excavation of underground garage and should be removed for safety.

Tree #11, 13, 15 and 16 directly conflict with proposed construction.

PRESERVE 3 TREES

Tree #1- Camphor
Building construction and excavation for utility installation at 556 Santa Cruz Ave, will impact this tree. Portion of tree canopy facing new building need to be cut back for proper clearance and conflict resolution which will impact tree`s canopy weight distribution and overall form. Excavation for building foundation at approximately 8 feet from tree trunk, trenching for phone at approximately 4 feet from tree trunk and also trenching for cable and installation of a transformer vault within the tree dripline will impact tree`s canopy and root system. In order to minimize impact I recommend to dig manually within the dripline using shovel, also directional boring can be considered rather than trenching for utility and cable installation.

Tree #14 – Live Oak
Due to the tree location which is close to property line, excavation of underground parking will impact tree health and stability. However as a stablished tree with massive buttress roots, it is advisable to explore the directions of the tree roots which may be well developed beneath the existing building off-site the project which make it possible for the tree to endure the construction impact and possibly survive with proper care during and after the construction. Tree orientation and poor overall form combined with potential construction impact make this tree candidate for moderate to low suitability for preservation.

Tree #12 – Canary Island Date Palm.
This tree will be impacted by the proposed construction because of its location which is almost at the property line. It will lose portion of its roots due to building excavation approximately 4 feet from its trunk at 1125 Merrill Street. Also, spread of its canopy on the side of new building should be reduced significantly for clearance up to 30-35 feet. I think, subject tree is strong enough to endure the impact with proper care during and after the construction as specified in "Tree Protection section ".

Tree Protection Guidelines
Following measures will help reduce or avoid impacts to protected trees (# 1, 12 & 14) from construction and improve their health and vitality throughout the project.

1 – All plans that impacting protected trees including but not limited to demolition, excavation, grading, utility, landscape, irrigation and drainage shall be reviewed by the Project Arborist.

*2 – A tree protection zone (**TPZ)** shall be established for each protected tree as follows:*

Tree # 1 – 10 feet from tree trunk on Santa Cruz Ave (east), up to building foundation on building side (north), and 13 feet in other 2 directions (south and west) if possible.

Tree # 12 – Up to building foundation (east), 10 feet from Merrill Street, and 12 feet in other 2 direction (south & west).

Tree # 14 – Protecting fence should be installed parallel and next to existing wood fence.

3 – Fence trees to completely enclose the TPZ prior to demolition. Fences shall be 6 feet high minimum 12 gauge chain link attached to 2 inches diameter galvanized iron posts driven 1.5 feet into the ground at no more than 10 feet spacing and must remain in place during the entire construction. If the fencing must be located on paving that will not be demolished, the posts may be supported by an appropriate grade level concrete base.

4 – Warning signs shall be posted on the protecting fences, warning that all personnel must keep out of the fence perimeter.

5 – No trenching, grading, and excavation shall occur within the TPZ. No underground services including utilities, sub-drains, water or sewer shall be placed in the TPZ.

6 – Any authorized activity such as digging, or trenching within the tree protection zone should be manually performed under supervision of project arborist and without the use of heavy equipment.

7 – No excess soil, additional fill, chemicals, cement or construction spoils and debris shall be placed within the TPZ.

8 – Any herbicides placed under paving materials must be safer for use around trees and labeled for that use.

9 – Spread 3-4 inch layer of organic mulch within trees dripline.

10 – Prune protected trees to remove dead/ broken branches/ fronds and establish proper clearance prior to demolition. All pruning shall be performed in accordance with the ANSI – A300 standards either by or under supervision of a certified arborist.

11– Trunk and canopy of Tree #12 should be cleared from Ivy.

13 – Install trunk wrap protection around Tree #1, Tree # 12, up to 10 feet prior to demolition as follows:
A - Wrap straw wattle horizontally around tree trunk at ground level and at 10 feet high.
B - Place 2 x 4 boards vertically around the tree trunk over the straw wattles.
C - Wrap the orange plastic fencing around the boards to tie them together.

14 – Irrigate trees close to dripline prior to demolition. Project arborist should be consulted regarding amount, frequency and the methodology of irrigation.

15 – Application of fertilizer and mycorrhizal fungus spores may help tree # 12 to improve its health and vitality. Method of application should be reviewed with project arborist prior to application.

16 – Demolition of existing sidewalk, curbs, and any other pavement close to protected trees should be done with extra care to avoid or reduce impact to tree roots specifically tree #1.

17 – During demolition or excavation roots smaller than 2 inches should be severed using clean lopper or sharp hand saw on the tree side of the trench cut. Pruning roots larger than 2 inches should be done by prior permission of project arborist or City Arborist. All severed roots should be either covered by moist soil or covered by multiple layer of moist burlap and kept continually wet until roots are covered by soil permanently.

Removal of heritage tree requires removal permit from City of Menlo Park.

This report should be copied onto a plan sheet and become part of the final plan set. Once it is done, the arborist report serves as a Tree Preservation Plan.

Owner, Contractor and Architect are all responsible for knowing the information included in this arborist report and should adhere to the conditions provided.

Attachments

- *Site Plan*
- *Assumptions and Limited Conditions*

urbantreemanagement inc.

4/18/18

C/O 1125 Merrill St.
Menlo Park, CA 94025

Re: **Tree Report**

To Whom It May Concern:

Assignment

It was my assignment to review the two Protected trees, the proposed plans (see Plans and Tree Zone Diagram 4/16/18 from Mar Structural Design) to totally redevelop the site and make recommendations as to Tree Protection as well as assessing impacts to the trees from construction.

Summary

This is a constrained site, but there is precedence of construction near the trees. There are two main pinch points with Protected Trees and proposed new construction. I have worked with the team and we believe we have come up with the best solutions for retaining the neighbors' front Palm and rear Oak, and still redevelop the site.

Discussion

Located in the front of the property is tree #12 (see original Arborist Report), a Palm tree (see image below, tree to right). Palm trees are very tolerant of construction and this tree is already in a heavily confined rooting space. The new construction calls for a slight encroachment into the existing Palm root ball (see Tree Zone Diagram 4/16/18 from Mar Structural Design). While some encroachment will be necessary into the root zone (13% root loss) there will also be a gain in root area (11%) due to the removal of some existing concrete.

1650+321+0202 | 1408+399+8063 | po box 971 los gatos ca 95031 | urbantreemanagement.com
contractors license # 755989 | certified arborist WC ISA # 623 | certified tree risk assessor #1399

When large Palms are transplanted the trees are cut out of the ground with concrete saws and the remaining root balls are hardly larger than the tree trunk, and the trees thrive. In this case the encroachment is much less. Any encroachment into the root ball must be done under the presence of the project arborist. A clean concrete saw may be used if needed. Excavation encroachment will be kept to an absolute minimum. The depth of the excavation is inconsequential as the percentage of encroachment is so small and Palm roots are small and fibrous. With the relatively small encroachment percentage and a regular irrigation program in place (the tree shall be thoroughly soaked on a weekly basis during the life of the project) and monitored every 3 months, the likelihood of this Palm surviving construction is high!

Tree #14 is the neighbor's Coast Live Oak. This tree leans severely to the South and I recommend a 3" diameter steel prop be installed in a concrete footing to help prevent this tree from falling over. The Team is committed to preserving this tree, and we have had meetings with the neighbor to understand their desires and convey our commitment to tree preservation.

At first glance it appeared that the tree was wholly on the neighbor's property. I directed the Team to carefully hand dig an exploratory trench to see if the proposed underground parking lifts and new building construction were going to threaten the neighbor's Oak (see images to right & below).

There were no roots in the area of the proposed underground parking lifts. These may proceed without any further tree protection recommendations.

As we began to dig the exploratory trench behind the building it was covered in concrete, so we busted it out. Under the concrete it became apparent that the neighbor tree extends into our property and likely goes against (and perhaps under – see images to right) our building. This is represented in the Tree Zone Diagram 4/16/18 from Mar Structural Design.

The proposed new building foundation system and encroachments are generally described in the Tree Zone Diagram 4/16/18 from Mar Structural Design. There sham be no root loss within 10' of the existing tree trunk. The foundation shall be hung off the building and will not destroy roots in the critical

H10

root zone. This is as much information as we can provide now, until the existing building is demolished. I am in agreement with the current plan and it meets tree protection criteria.

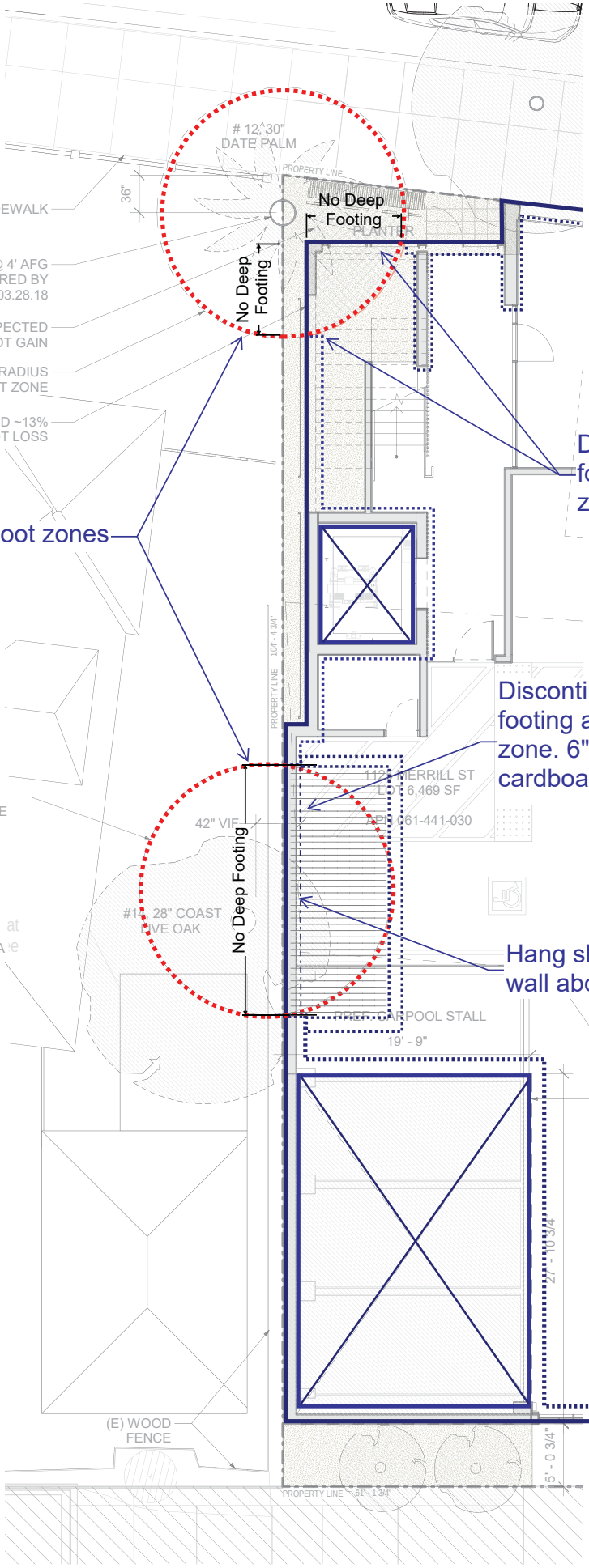
There shall be a site meeting with the demolition crew and myself BEFORE the existing building is demolished. I shall be on site as the portion of the building around the tree is removed, and it must be done carefully. Once the building is demolished we will amend the new construction foundation plans if needed. Void form may be used between the building and the tree root zone.

Please let me know if you have any further questions at this time.

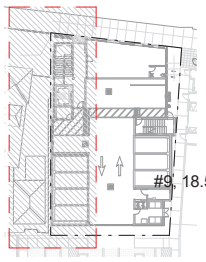
Respectfully,

Michael P. Young

H11



1 TRENCHING DIAGRAM
1/8" = 1'-0"



2 REFERENCE PLAN
1/64" = 1'-0"

Mar
STRUCTURAL DESIGN

☒ DRAFT FOR COMMENT
☐ ISSUE FOR CONSTRUCTION

FIELD
ARCHITECTURE

1125 MERRILL

Date:	04.16.18
Scale:	As indicated
Drawn by:	TMD

TREE ZONE DIAGRAM

SK-2

H12

EDGE OF STAIR BEYOND

EDGE OF WALL BEHIND

PERFORATED METAL PANEL

PLANTED SCREEN

#12, DATE PALM

[X] DRAFT FOR COMMENT

[ ] ISSUE FOR CONSTRUCTION

FIELD ARCHITECTURE

1125 MERRILL

Date:	04.13.18
Scale:	
Drawn by:	MRJ

AXON @ LOBBY STAIR

ALLOWABLE AREA OF OPENINGS *PER CBC TABLE 705.8*

LEVEL 2:
SURFACE AREA 84' 1" X 12' 8" = 1065 SF

ALLOWABLE OPENING
10' TO LESS THAN 15' 45% = 479 SF

OPENING A (10' TO <15') 3' 2" X 11' 10" = 37 SF OK

LEVEL 3:
SURFACE AREA 52' 1" X 12' 8" = 660 SF

ALLOWABLE OPENING
10' TO LESS THAN 15' 45% = 297 SF

OPENING B (10' to >15') 3' 2" X 11' 10" = 37 SF **OK**

LEVEL 4:
SURFACE AREA 50' 4" X 12' 8" = 638 SF

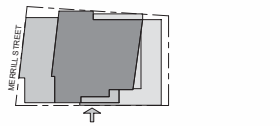
ALLOWABLE OPENING
15' TO LESS THAN 20' 75% = 479 SF

OPENING C (15' to >20') 3' 2" X 11' 10" = 37 SF **OK**

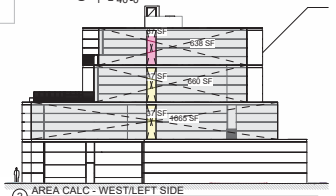
KEY NOTES

- 1A NATURAL STONE - HAUSSMAN LONDON GREY LIMESTONE
- 1B NATURAL STONE - HAUSSMAN LAVE NOIRE LIMESTONE
- 2 INTEGRAL COLOR, SMOOTH TEXTURED STUCCO W/ METAL TRIM DETAIL
- 3 WESTERN RED CEDAR SIDING W/ CLEAR COAT BY SIKKENS OR SIM
- 4 METAL DOORS & WINDOWS
- 5 BLACKENED STEEL
- 6 SS CABLE GUARDRAIL
- 7 PLANTERS IN MEDIUM GRAY FINISH
- 8 PLANTED GREEN WALL - 4" WIRE MESH W/ CLIPS
- 9 PERFORATED METAL PANEL PTD TO MATCH STUCCO
- 10 PERFORATED METAL PANEL AUTOMATIC GARAGE DOOR
- 11 BACKFLOW PREVENTER & FDC
- 12 ELEC & GAS METERS
- 13 CIP CONCRETE BENCH W/ WOOD SLAT SEAT
- 14 MTL SIGNAGE PTD TO MATCH MULLIONS, 3'-10"H x 9'-0"W
- 15 MTL CANOPY WITH SIGNAGE BELOW, 5"H X 5"H MAX PER LETTER

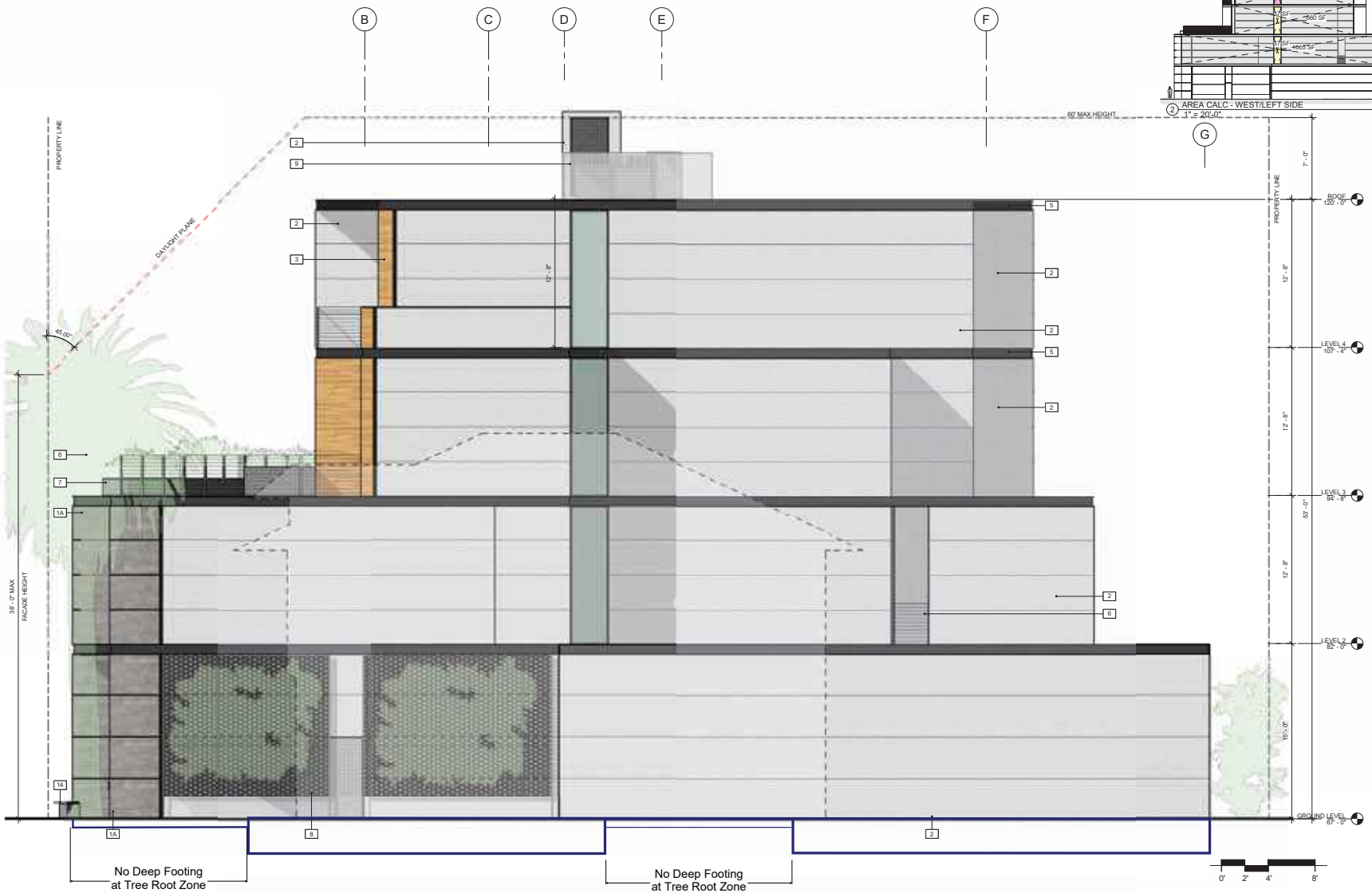
WALL SURFACE
OPENING 3' TO LESS THAN 5'
OPENING 5' TO LESS THAN 10'
OPENING 15' TO LESS THAN 20'



3 KEY PLAN - WEST
1" = 40'-0"



2 AREA CALC - WEST/LEFT SIDE
1" = 20'-0"



FIELD ARCHITECTURE
974 COMMERCIAL ST. STE 104
PALO ALTO, CA 94303
650.462.9554

Issue Set / Revisions

No.	Description	Date
01	PLANNING RESUBMITTAL	12.01.17
03	PLANNING RESUBMITTAL 2	03.19.18

North

1125 MERRILL

1125 MERRILL STREET
MENLO PARK, CA 94025

Date	03.19.18
Drawn by	LV
Scale	As indicated

ELEVATION - WEST/LEFT SIDE

Sheet number

A203

3/19/2018 1:44:00 PM

H14

This document is recorded for the benefit of the City of Menlo Park and is entitled to be recorded free of charge in accordance with Sections 6103 and 27383 of the Government Code.

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:
City of Menlo Park
Attn: City Clerk
701 Laurel Street
Menlo Park, CA 94025

AFFORDABLE HOUSING AGREEMENT

AND

DECLARATION OF RESTRICTIVE COVENANTS

SANTA CRUZ AVENUE AND MERRILL STREET PROJECT

THIS AFFORDABLE HOUSING AGREEMENT AND DECLARATION OF RESTRICTIVE COVENANTS ("**Agreement**") is entered into as of _____, 2018 (the "**Effective Date**"), by and between the **CITY OF MENLO PARK**, a California municipal corporation ("**City**"), and 500 SC Partners, LLC, 556 SC Partners, LLC, and Merrill Street Investors, LLC (collectively, "**Owner**;" City and Owner may be referred to individually as a "**Party**" or collectively as the "**Parties**") with reference to the following facts:

RECITALS

A. Owner is the owner of those certain parcels of real property having current addresses at 556-558 Santa Cruz Avenue and 1125 Merrill Street in the City of Menlo Park, California and Owner has a long-term ground lease of that certain parcel of real property having a current address at 506-540 Santa Cruz Avenue (collectively, the "**Property**"), as more particularly described in Exhibit A attached hereto.

B. Owner has applied for and received architectural control approvals to demolish existing commercial buildings on the Property and construct three, non-medical office and residential mixed-use buildings with separate retail and café spaces, underground parking and associated site improvements (the "**Project**"). Following a duly noticed hearing on _____,

DRAFT

2018, the City's Planning Commission approved the Project subject to certain terms and conditions (the "**Project Approvals**").

C. The Project Approvals permit the demolition of approximately 14,246 square feet of existing commercial space and the development of approximately 22,226 square feet of office space, 4,617 square feet of non-office commercial space, and nine (9) residential rental units on the Property.

D. The City's Municipal Code and the Project Approvals require the Owner to comply with Chapter 16.96 of the City's Municipal Code (the "**BMR Ordinance**") and with the Below Market Rate Housing Program Guidelines ("**Guidelines**") adopted by the City Council to implement the BMR Ordinance. The BMR Ordinance and the Project Approvals require execution and recordation of an approved Below Market Rate Housing Agreement as a condition precedent to the issuance of a building permit for the Project. This Agreement is intended to satisfy that requirement.

E. Owner is also the owner of that certain parcel of real property having a current address at 1162-1170 El Camino Real in the City of Menlo Park, California (the "**Off-Site Property**"). Owner intends to develop residential units on the Off-Site Property within two (2) years after receipt of a certificate of occupancy or final inspection for the first residential unit in the Project.

F. Owner has proposed to meet the BMR Ordinance's and the Guideline's requirements for the Project on the Off-Site Property. To ensure that the Project will comply with the BMR Ordinance and the Guidelines, the Project Approvals require that the Owner enter into this Agreement to provide one (1) unit to be occupied exclusively by, and rented to, qualified Low Income Households, as defined below (a "**Low Income Unit**") on the Property; however, this Agreement may be released from the Property if Owner provides two (2) Low Income Units on the Off-Site Property, in addition to any Low Income Units or in-lieu fees that may be required as a condition of approval for development of the Off-Site Property.

G. Owner acknowledges and agrees that the Project Approvals provided adequate and proper notice pursuant to Government Code Section 66020 of Owner's right to protest any requirements for fees, dedications, reservations, and other exactions as may be included in this Agreement, that no protest in compliance with Section 66020 was made within ninety (90) days of the date that notice was given, and that the period has expired in which Owner may protest any and all fees, dedications, reservations, and other exactions as may be included in this Agreement.

NOW, THEREFORE, the Parties hereto agree as follows. The recitals are incorporated into this Agreement by this reference.

100. **CONSTRUCTION OF THE IMPROVEMENTS**.

101. **Construction of the Project**. Owner agrees to construct the Project in accordance with the City Municipal Code, the Guidelines, the Project Approvals, and all other applicable state and local building codes, development standards, ordinances and

zoning codes and to meet the following conditions in accordance with the Project Approvals:

(a) Prior to issuance of any building permit to construct any portion of the Project, Owner shall pay the City the commercial BMR in lieu fee based on the existing and proposed square footages at the time of building permit issuance and the fee levels then in effect.

(b) No portion of any residential unit may be approved for occupancy until the Owner has designated one (1) dwelling unit in the Project as a Low Income Unit, the City has approved that Low Income Unit for occupancy, and the terms of Article 200 have been otherwise complied with in regard to the Low Income Unit, unless one of the following has occurred:

(i) Owner has applied for and the City has approved entitlements for residential development at the Off-Site Property prior to receipt of a certificate of occupancy or final inspection for the first residential unit in the Project, and Owner has recorded a Below Market Rate Housing Agreement against the Off-Site Property (the "**Off-Site BMR Agreement**") in the form described in subsection 101(c) below that requires two (2) units to be Low Income Units, in addition to any Low Income Units or in-lieu fees that may be required as a condition of approval for development of the Off-Site Property; or

(ii) The Owner has paid the City a residential BMR in lieu fee equal to the cost of providing two (2) Low Income Units based on the preparation of an affordability gap analysis at Owner's expense that determines the difference between the fair market value of two (2) market-rate and that of two (2) Low Income Units restricted for a 55 year term (the "**Residential In-Lieu Fee**").

(c) The Off-Site BMR Agreement must:

(i) Be in a form approved by the City that is materially similar to the form of this Agreement and that complies with the BMR Ordinance and Guidelines in effect at the time of recordation.

(ii) Restrict two (2) units as Low Income Units exclusively available to Low Income Households for a term of 55 years from occupancy of the Off-Site Property, in addition to any Low Income Units or in-lieu fees that may be required as a condition of approval for development of the Off-Site Property.

(iii) Require that the two (2) Low Income Units be available for occupancy no later than two (2) years after the last residential unit in the Project is approved for occupancy.

(iv) Require that if the two (2) Low Income Units are not available for occupancy within two (2) years after the last residential unit in the Project is approved for occupancy, the Owner shall either provide one (1) Low Income Unit at the Property or pay the Residential In-Lieu Fee.

DRAFT

102. **City and Other Governmental Permits**. Before commencement of the Project, the Owner shall secure or cause its contractor to secure any and all permits which may be required by the City or any other governmental agency affected by such construction, including without limitation building permits. Owner shall pay all necessary fees and timely submit to the City final drawings with final corrections to obtain such permits; the staff of the City will, without incurring liability or expense therefor, process applications in the ordinary course of business for the issuance of building permits and certificates of occupancy for construction that meets the requirements of the City Code, and all other applicable laws and regulations.

103. **Compliance with Laws**. The Owner shall carry out the acquisition, design, construction and operation of the Project in conformity with all applicable laws, including all applicable state labor standards, City zoning and development standards, building, plumbing, mechanical and electrical codes, and all other provisions of the City Municipal Code. The Owner shall also ensure that the Project is constructed and operated in compliance with all applicable disabled and handicapped access requirements, including without limitation the Americans With Disabilities Act, 42 U.S.C. Section 12101, *et seq.*, Government Code Section 4450, *et seq.*, Government Code Section 11135, *et seq.*, and the Unruh Civil Rights Act, Civil Code Section 51, *et seq.*

104. **Additional CEQA Requirements for Off-Site Property.** This Agreement does not limit in any way the discretion of City in acting on any applications for permits or approvals for the Off-Site Property. The Parties acknowledge that compliance with the California Environmental Quality Act ("CEQA") will be required in connection with consideration of any permits and approvals for the Off-Site Property, and that the City shall retain the sole and unfettered discretion in accordance with CEQA and other applicable law before action on any such permits or approvals to (a) adopt or certify an environmental analysis of the Off-Site Property prepared in accordance with CEQA, (b) identify and impose mitigation measures if needed to mitigate significant environmental impacts of developing the Off-Site Property, (c) select other feasible alternatives to avoid any significant environmental impacts if identified, (d) adopt a statement of overriding considerations in accordance with Public Resources Code Section 21081(b) relative to any significant environmental impacts of developing the Off-Site Property prior to taking final action if such significant impacts are identified and cannot otherwise be avoided, or (e) determine not to proceed with development of the Off-Site Property. Any action taken by the City in the exercise of its discretion relating to any analysis of the Off-Site Property required by CEQA or on any application for a permit or approval required to develop the Off-Site Property or any portion thereof, shall not constitute a default or a breach of the terms of this Agreement by the City.

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200. **OPERATION OF HOUSING**

201. **Applicability of this Article 200**. The requirements of this Article 200 to provide one (1) Low Income Unit on the Property shall apply as of the Effective Date, and this Agreement shall not be released from the Property until either:

(a) The Owner has paid to the City the Residential In-Lieu Fee; or

(b) The Owner has entered into the Off-Site BMR Agreement with the City and, within two (2) years after the last residential unit in the Project is approved for occupancy, has received approval for occupancy of two (2) Low-Income Units at the Off-Site Property in addition to any Low Income Units or in-lieu fees that may be required as a condition of approval for development of the Off-Site Property; or

(c) Has provided a Low-Income Unit on the Property for the Affordability Period.

202. **Provision of Low Income Unit**. The Low Income Unit shall be of a quality and size comparable to all of the other rental units in the Project. Prior to occupancy of the first residential unit in the Project, the Owner shall notify the City and the City shall approve of the locations of the Low Income Unit within the residential buildings. The location of the individual Low Income Unit may float to account for the Next Available Unit Requirement set forth below and as otherwise necessary for the smooth and professional maintenance of the Project, provided that the Low Income Unit shall be of a quality and size comparable to all of the other rental units in the Project. Monthly Rent, as defined below, for the Low Income Unit shall include the right to use at least one parking space in the residential buildings' parking garage.

203. **Low Income Units**. Owner agrees to make available, restrict occupancy, and lease not less than one (1) of the rental units on the Property exclusively to Low Income Households at Affordable Low Income Rent, as defined below. For purposes of this Agreement, "**Low Income Households**" shall mean those households with incomes that do not exceed the low income limits for San Mateo County, adjusted for household size, as set forth in the Guidelines, and as established and amended from time to time in accordance with the low income limits for San Mateo County established by the State of California in the California Code of Regulations, Title 25, Section 6932 or successor provision (the "**Low Income Limits**"). A qualified Low Income Household shall continue to qualify unless at the time of recertification, for two consecutive years, the household's income exceeds the Low Income Limits, then the tenant shall no longer be qualified. Upon the Owner's determination that any such household is no longer so qualified, the unit shall no longer be deemed a Low Income Unit, and the Owner shall make the next available comparable unit, which is comparable in terms of size, features and number of bedrooms, a Low Income Unit ("**Next Available Unit Requirement**") and take such other actions, including as specified in Section 11.1.7 of the Guidelines, as may be necessary to ensure that the total required number of units are rented to Low Income Households. The Owner shall notify the City annually if Owner substitutes a different unit for the designated Low Income Unit pursuant to this paragraph.

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204. **Income Certification**. On or before July 1 of each year, commencing with the calendar year that the first unit in the Project is rented to a tenant, and annually thereafter, the Owner shall obtain from each household occupying a Low Income Unit and submit to the City a completed income computation and certification form, which shall certify that the income of the household is truthfully set forth in the income certification form, in the form attached hereto as Exhibit B unless a different form is specified by the City or proposed by Owner and approved by the City's Director of Community Development ("**Director**"). The Owner shall certify that each household leasing a Low Income Unit meets the income and eligibility restrictions for the Low Income Unit.

205. **Affordable Rent, Low Income**. The maximum Monthly Rent chargeable for the Low Income Units and actually paid by a Low Income Household shall be thirty percent (30%) of the Low Income Limits, adjusted for assumed household size for the unit based on the number of bedrooms the unit contains (the "**Affordable Low Income Rent**").

206. **Monthly Rent**. For purposes of this Agreement, "**Monthly Rent**" means the total of monthly payments actually made by the household for (a) use and occupancy of each Low Income Unit and land and facilities associated therewith, (b) any separately charged fees or service charges mandatorily assessed by the Owner which are required of all tenants, other than security deposits, (c) a reasonable allowance for an adequate level of service of utilities not included in (a) or (b) above, and which are not paid directly by the Owner, including garbage collection, sewer, water, electricity, gas and other heating, cooking and refrigeration fuels, but not including telephone service, cable, and internet service, and (d) possessory interest, taxes or other fees or charges assessed for use of the land and facilities associated therewith by a public or private entity other than Owner. A sample utility allowance schedule prepared by San Mateo County as of the date of this Agreement is attached as Exhibit C.

207. **Lease Requirements**. At least ninety (90) days prior to occupancy of any residential space in the Project, the Owner shall submit a standard lease form for approval by the Director. The City shall reasonably approve such lease form upon finding that such lease form is consistent with this Agreement and contains all of the provisions required by the Guidelines. The Owner shall enter into a written lease, in the form approved by the City, with each new tenant of a Low Income Unit upon such tenant's rental of the Low Income Unit. Each lease shall be for an initial term of not less than one year, and shall not contain any of the provisions which are prohibited by the Guidelines.

208. **Selection of Tenants**. Each Low Income Unit shall be leased to tenant(s) selected by the Owner who meet all of the requirements provided herein, and, to the extent permitted by law, with priority given to those eligible households who either live or work in the City of Menlo Park. The City may, from time to time, provide to the Owner names of persons who have expressed interest in renting Low Income Units for the purposes of adding such interested persons to Owner's waiting list to be processed in accordance with Owner's customary policies. The Owner shall not refuse to lease to a holder of a certificate or a rental voucher under the Section 8 program or other tenant-

based assistance program, who is otherwise qualified to be a tenant in accordance with the approved tenant selection criteria.

209. **Maintenance**. The Owner shall maintain or cause to be maintained the interior and exterior of the residential buildings at the Property in a decent, safe and sanitary manner, and consistent with the standard of maintenance of first class multifamily apartment projects within San Mateo County, California of the age of the Property improvements. If at any time Owner fails to maintain the Property in accordance with this Agreement and such condition is not corrected within five (5) days after written notice from the City with respect to graffiti, debris, waste material, and general maintenance, or thirty (30) days after written notice from the City with respect to landscaping and building improvements (or such longer time in accordance with Section 301 of this Agreement), then the City, in addition to whatever remedy it may have at law or at equity, shall have the right to enter upon the applicable portion of the Property and perform all acts and work necessary to protect, maintain, and preserve the Property, and to attach a lien upon the Property, or to assess the Property, in the amount of the expenditures arising from such acts and work of protection, maintenance, and preservation by the City and/or costs of such cure, including a reasonable administrative charge, which amount shall be promptly paid by Owner to the City upon demand.

210. **Monitoring and Recordkeeping**. Throughout the Affordability Period, as defined below, Owner shall comply with all applicable recordkeeping and monitoring requirements set forth in the Guidelines and shall annually complete and submit to City by July 1st a Certification of Continuing Program Compliance in a form approved by the City. Representatives of the City shall be entitled to enter the Property, upon at least twenty-four (24) hour notice, to monitor compliance with this Agreement, to inspect the records of the Project with respect to the Low Income Units, and to conduct, or cause to be conducted, an independent audit or inspection of such records. The Owner agrees to cooperate with the City in making the Property available for such inspection or audit. If for any reason the City is unable to obtain the Owner's consent to such an inspection or audit, the Owner understands and agrees that the City may obtain at Owner's expense an administrative inspection warrant or other appropriate legal order to obtain access to and search the Property. Owner agrees to maintain records in businesslike manner, and to maintain such records for the Affordability Period.

211. **Non-Discrimination Covenants**. Owner covenants by and for itself, its successors and assigns, and all persons claiming under or through them that there shall be no discrimination against or segregation of any person or group of persons on account of race, color, religion, sex, marital status, familial status, disability, national origin, or ancestry in the sale, lease, sublease, transfer, use, occupancy, tenure, or enjoyment of the Property, nor shall Owner itself or any person claiming under or through it, establish or permit any such practice or practices of discrimination or segregation with reference to the selection, location, number, use or occupancy of tenants, lessees, subtenants, sublessees, or vendees in the Property.

212. **Term of Agreement**. Unless sooner terminated as provided in Section 213 of this Agreement, the Property shall be subject to the requirements of this

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Agreement from the date of recordation of this Agreement until the fifty-fifth (55th) anniversary of the date of the date that a Low-Income Unit in the Project is available for occupancy by a Low Income Household. The duration of this requirement shall be known as the "**Affordability Period**."

213. **Expiration of Affordability Period; Release of Property from Agreement**.

(a) Prior to the expiration of the Affordability Period, Owner shall provide all notifications required by Government Code Sections 65863.10 and 65863.11 or successor provisions and any other notification required by any state, federal, or local law. In addition, at least six (6) months prior to the expiration of the Affordability Period, the Owner shall provide a notice by first-class mail, postage prepaid, to all tenants in the Low Income Unit. The notice shall contain (i) the anticipated date of the expiration of the Affordability Period and (ii) any anticipated Monthly Rent increase upon the expiration of the Affordability Period. The Owner shall file a copy of the above-described notice with the City Manager.

(b) Upon the expiration of the Affordability Period for the Low Income Unit, or satisfaction of the requirements of subsection (c) of this Section 213, the City shall execute and record a release of the Project, the Property, and each unit in the Project from the burdens of this Agreement within thirty (30) days following written notice from the Owner, if at the time the Owner is in compliance with all terms of this Agreement, including without limitation the provisions of this section regarding notice of the expiration of the Affordability Period.

(c) The City shall also execute and record a release of the Project, the Property, and each unit in the Project from the burdens of this Agreement within thirty (30) days following written request from the Owner, if Owner has either (i) paid to the City the Residential In-Lieu Fee; or (ii) entered into the Off-Site BMR Agreement and, within two (2) years after the last residential unit in the Project is approved for occupancy, has received approval for occupancy of two (2) Low-Income Units at the Off-Site Property in addition to any Low Income Units or in-lieu fees that may be required as a condition of approval for development of the Off-Site Property

300. DEFAULT AND REMEDIES

301. **Events of Default**. The following shall constitute an "**Event of Default**" by Owner under this Agreement: there shall be a material breach of any condition, covenant, warranty, promise or representation contained in this Agreement and such breach shall continue for a period of thirty (30) days after written notice thereof to the defaulting Party without the defaulting Party curing such breach, or if such breach cannot reasonably be cured within such thirty (30) day period, commencing the cure of such breach within such thirty (30) day period and thereafter diligently proceeding to cure such breach within ninety (90) days, unless a longer period is granted by the City; provided, however, that if a different period or notice requirement is specified for any

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particular breach under any other paragraph of Article 300 of this Agreement, the specific provision shall control.

302. **Remedies**.

(a) The occurrence of any Event of Default under Section 301 shall give the non-defaulting Party the right to proceed with an action in law or equity to require the defaulting Party to specifically perform its obligations and covenants under this Agreement or to enjoin acts or things which may be unlawful or in violation of the provisions of this Agreement, and the right to terminate this Agreement.

(b) City and Owner acknowledge that the purpose of this Agreement is to allow the Owner to satisfy the requirements of the BMR Ordinance and Guidelines as set forth in the recitals. City and Owner agree that to determine a sum of money which would adequately compensate either Party for nonperformance of this Agreement is not possible and that damages would not be an adequate remedy. Therefore, City and Owner agree that in no event shall a Party, or its boards, commissions, officers, agents, or employees, be liable in damages for an Event of Default under this Agreement. This exclusion on damages shall not preclude actions by a Party to enforce payments of monies or fees due or the performance of obligations requiring the expenditures of money under the terms of this Agreement.

303. **Obligations Personal to Owner**. The liability of the Owner under this Agreement to any person or entity is limited to the Owner's interest in the Project, and the City and any other such persons and entities shall look exclusively thereto for the satisfaction of obligations arising out of this Agreement or any other agreement securing the obligations of the Owner under this Agreement. From and after the date of this Agreement, no deficiency or other personal judgment, nor any order or decree of specific performance (other than pertaining to this Agreement, any agreement pertaining to any Project or any other agreement securing the Owner's obligations under this Agreement), shall be rendered against the Owner, the assets of the Owner (other than the Owner's interest in the Project), its partners, members, successors, transferees or assigns and each of their respective officers, directors, employees, partners, agents, heirs and personal representatives, as the case may be, in any action or proceeding arising out of this Agreement or any agreement securing the obligations of the Owner under this Agreement, or any judgment, order or decree rendered pursuant to any such action or proceeding. No subsequent owner of the Project shall be liable or obligated for the breach or default of any obligations of the Owner under this Agreement on the part of any prior Owner. Such obligations are personal to the person who was the Owner at the time the default or breach was alleged to have occurred and such person shall remain liable for any and all damages occasioned thereby even after such person ceases to be the Owner. Each Owner shall comply with and be fully liable for all obligations of an "owner" hereunder during its period of ownership.

304. **Force Majeure**. Subject to the Party's compliance with the notice requirements as set forth below, performance by either Party hereunder shall not be deemed to be in default, and all performance and other dates specified in this Agreement

shall be extended, where delays or defaults are due to causes beyond the control and without the fault of the Party claiming an extension of time to perform, which may include, without limitation, the following: war, insurrection, strikes, lockouts, riots, floods, earthquakes, fires, assaults, acts of God, acts of the public enemy, epidemics, quarantine restrictions, freight embargoes, lack of transportation, governmental restrictions or priority, litigation, unusually severe weather, inability to secure necessary labor, materials or tools, acts or omissions of the other Party, or acts or failures to act of any public or governmental entity (except that any action by the City regarding the Off-Site Property shall not excuse performance of the Owner). An extension of the time for any such cause shall be for the period of the enforced delay and shall commence to run from the time of the commencement of the cause, if notice by the Party claiming such extension is sent to the other Party within thirty (30) days of the commencement of the cause.

305. **Attorneys' Fees**. In addition to any other remedies provided hereunder or available pursuant to law, if either Party brings an action or proceeding to enforce, protect or establish any right or remedy hereunder, the prevailing Party shall be entitled to recover from the other Party its costs of suit and reasonable attorneys' fees.

306. **Remedies Cumulative**. No right, power, or remedy given by the terms of this Agreement is intended to be exclusive of any other right, power, or remedy; and each and every such right, power, or remedy shall be cumulative and in addition to every other right, power, or remedy given by the terms of any such instrument, or by any statute or otherwise.

307. **Waiver of Terms and Conditions**. The City may, in its sole discretion, waive in writing any of the terms and conditions of this Agreement. Waivers of any covenant, term, or condition contained herein shall not be construed as a waiver of any subsequent breach of the same covenant, term, or condition.

308. **Non-Liability of City Officials and Employees**. No member, official, employee or agent of the City shall be personally liable to the Owner or any occupant of any Low Income Unit, or any successor in interest, in the event of any default or breach by the City or failure to enforce any provision hereof, or for any amount which may become due to the Owner or its successors, or on any obligations under the terms of this Agreement.

400. GENERAL PROVISIONS

401. **Guidelines**. This Agreement incorporates by reference the provisions of Sections 1, 2, 3, 4.1.2, 4.2, 5.1, 5.2, 5.3, 7, 11, 12, 13.6, 13.7, and 14 of the Guidelines as of the date of this Agreement and any successor sections as the Guidelines may be amended from time to time and expresses the entire obligations and duties of Owner with respect to the Owner's obligations under the Guidelines. No other requirements or obligations under the Guidelines shall apply to Owner except as expressly provided for in this Agreement. In the event of any conflict or ambiguity between this Agreement, the Project Approvals, the requirements of state and federal fair housing laws, and the

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Guidelines, the terms and conditions of this Agreement, the Project Approvals, and the requirements of state and federal fair housing laws shall control. In the event of any conflict or ambiguity between this Agreement and the Project Approvals, the Project Approvals shall control.

402. **Time**. Time is of the essence in this Agreement.

403. **Notices**. Any notice requirement set forth herein shall be deemed to be satisfied three (3) days after mailing of the notice first-class United States certified mail, postage prepaid, or by personal delivery, addressed to the appropriate Party as follows:

Owner: 500 SC Partners, LLC
556 SC Partners, LLC
Merrill Street Investors, LLC
255 Lytton Avenue, #201
Palo Alto, CA 94301
Attn: Chase Rapp

With a copy to:
Sheppard Mullin
Four Embarcadero, 17th Floor
San Francisco, CA 94111
Attn: Jennifer Renk, Esq.

City: City of Menlo Park
701 Laurel Street
Menlo Park, California 94025-3483
Attention: City Manager

With a copy to:
City of Menlo Park
701 Laurel Street
Menlo Park, California 94025-3483
Attention: City Attorney

Such addresses may be changed by notice to the other Party given in the same manner as provided above.

404. **Covenants Running with the Land; Successors and Assigns**. The City and Owner hereby declare their express intent that the covenants and restrictions set forth in this Agreement shall apply to and bind Owner and its heirs, executors, administrators, successors, transferees, and assignees having or acquiring any right, title or interest in or to any part of the Property and shall run with and burden the Property. Until all or portions of the Property are expressly released from the burdens of this Agreement, each and every contract, deed or other instrument hereafter executed covering or conveying the Property or any portion thereof shall be held conclusively to have been executed, delivered, and accepted subject to such covenants and restrictions, regardless of whether such covenants or restrictions are set forth in such contract, deed or other instrument. In

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the event of foreclosure or transfer by deed-in-lieu of all or any portion of the Property, title to all or any portion of the Property shall be taken subject to this Agreement. Owner acknowledges that compliance with this Agreement is a land use requirement and a requirement of the Project Approvals, and that no event of foreclosure or trustee's sale may remove these requirements from the Property. Whenever the term "Owner" is used in this Agreement, such term shall include any other permitted successors and assigns as herein provided.

405. **Subordination**. At Owner's request, this Agreement may be subordinated to liens, including a deed of trust (in each case a "**Senior Loan**"), which secure the financing used to acquire, construct, operate, or refinance the Project, but only if all of the following conditions are satisfied:

(a) The Owner shall submit to the City an appraisal of the Property, completed or updated within 90 days of the proposed closing of the Senior Loan, demonstrating that the amount of all proposed Senior Loans does not exceed eighty percent (80%) of the appraised fair market value of the Property.

(b) The proposed lender of the Senior Loan (the "**Senior Lender**") must not be an Affiliated Party. For the purposes of this Section, an "**Affiliated Party**" is any corporation, limited liability company, partnership, or other entity which is controlling of, or controlled by, or under common control with the Owner, and "control," for purposes of this definition, means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of such entity, whether through the ownership of voting securities, by contract, or otherwise. The terms "controlling" and "controlled" have the meanings correlative to "control."

(c) Any subordination agreement shall provide that the Low Income Unit described in this Agreement unconditionally shall continue to be provided as required by the Project Approvals and Section 404 of this Agreement, provided that any successor in interest to Owner as owner of the Property claiming through the foreclosure or sale under any deed of trust shall not be liable for any violations of the BMR agreement which occurred prior to such successor taking title. In addition, any subordination agreement shall provide that such successor shall, within 90 days after taking title to the Property, execute a new BMR agreement approved by the City and consistent with the provisions of this Agreement, evidencing the obligation to continue to provide the Low Income Unit.

(d) No subordination agreement may limit the effect of this Agreement before a foreclosure, nor require consent of the Senior Lender or assignee to exercise of any remedies by the City under this Agreement or the Project Approvals;

(e) The subordination described in this Section 405 may be effective only during the original term of the loan of the Senior Lender and not during any extension of its term or refinancing, unless otherwise approved in writing by the City Manager, which approval shall not be unreasonably withheld or delayed, provided that the conditions in this Section 405 are met.

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(f) Owner shall submit adequate documentation to City so that City may determine that a proposed Senior Loan conforms with the provisions of this Section 405. Upon a determination by the City Manager that the conditions in this Section 405 have been satisfied, the City Manager is authorized to execute the approved subordination agreement.

406. **Intended Beneficiaries**. The City is the intended beneficiary of this Agreement, and shall have the sole and exclusive power to enforce this Agreement. It is intended that the City may enforce this Agreement in order to satisfy its obligations to improve, increase and preserve affordable housing within the City, as required by the Guidelines, and to provide that a certain percentage of new housing is made available at affordable housing cost to persons and families of low income, as required by the Guidelines, and to implement the provisions of the Project Approvals. No other person or persons, other than the City and the Owner and their assigns and successors, shall have any right of action hereon.

407. **Partial Invalidity**. If any provision of this Agreement shall be declared invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions hereof shall not in any way be affected or impaired.

408. **Governing Law**. This Agreement and other instruments given pursuant hereto shall be construed in accordance with and be governed by the laws of the State of California. Any references herein to particular statutes or regulations shall be deemed to refer to successor statutes or regulations, or amendments thereto. The venue for any action shall be the County of San Mateo.

409. **Each Party's Role in Drafting the Agreement**. Each Party to this Agreement has had an opportunity to review the Agreement, confer with legal counsel regarding the meaning of the Agreement, and negotiate revisions to the Agreement. Accordingly, neither Party shall rely upon Civil Code Section 1654 in order to interpret any uncertainty in the meaning of the Agreement.

410. **Amendment**. This Agreement may not be changed orally, but only by agreement in writing signed by Owner and the City.

411. **Approvals**. Where an approval or submission is required under this Agreement, such approval or submission shall be valid for purposes of this Agreement only if made in writing. Where this Agreement requires an approval or consent of the City, such approval may be given on behalf of the City by the City Manager or his or her designee. The City Manager or his or her designee is hereby authorized to take such actions as may be necessary or appropriate to implement this Agreement, including without limitation the execution of such documents or agreements as may be contemplated by this Agreement and amendments which do not substantially change the uses or restrictions hereunder, or substantially add to the costs of the City hereunder.

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IN WITNESS WHEREOF, the Parties hereto have executed this Below Market Rate Housing Agreement as of the date and year set forth above.

OWNER:

500 SC Partners, LLC

556 SC Partners, LLC

Merrill Street Investors

By:_____
Chase Rapp

Date:_____

CITY:

CITY OF MENLO PARK,
a California municipal corporation

By:_____
Alex D. McIntyre, City Manager

Date:_____

List of Exhibits:
Exhibit A: Property Description
Exhibit B: Compliance Forms and Certifications
Exhibit C: Sample Utility Allowance

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Exhibit A

Property Description

Real property in the City of Menlo Park, County of San Mateo, State of California, described as follows:

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Exhibit B

Compliance Forms and Certifications

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Exhibit C

Sample Utility Allowance

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506-540 Santa Cruz Avenue, 556-558 Santa Cruz Avenue, 1125 Merrill Street
El Camino Real/Downtown Specific Plan Program EIR – Conformance Checklist

Introduction

The City of Menlo Park (City) has developed the El Camino Real/Downtown Specific Plan (Specific Plan) to establish a framework for private and public improvements in the Specific Plan area over the coming decades. The Specific Plan addresses approximately 130 acres and focuses on the character and density of private infill development, the character and extent of enhanced public spaces, and circulation and connectivity improvements. The primary goal of the Specific Plan is to "enhance the community life, character and vitality through mixed use infill Projects sensitive to the small-town character of Menlo Park, an expanded public realm, and improved connections across El Camino Real." The Specific Plan includes objectives, policies, development standards, and design guidelines intended to guide new private development and public space and transportation improvements in the Specific Plan area. The Plan builds upon the El Camino Real/Downtown Vision Plan that was unanimously accepted by the Menlo Park City Council on July 15, 2008.

On June 5, 2012, the City Council certified the Menlo Park El Camino Real and Downtown Specific Plan Program EIR (Program EIR). According to the Program EIR, the Specific Plan does not propose specific private developments, but establishes a maximum development capacity of 474,000 square feet of non-residential development (inclusive of retail, hotel, and commercial development), and 680 new residential units.

This Conformance Checklist provides an analysis for 3 projects; 506-540 Santa Cruz, 556-558 Santa Cruz Avenue, and 1125 Merrill Street (the Project). The project sites are adjacent to each other and share parking and access.

506 Santa Cruz Avenue

Hayes Group Architecture on behalf of 500 SC Partners LLC has submitted an application for a new building consisting of a 19,387 square foot, four story mixed-use building over two levels of underground parking and surface parking. The project site consists of one parcel (Assessor's Parcel Number 061-441-040) at 506-540 Santa Cruz Avenue, which is currently occupied by an existing single- story commercial building and surface parking.

556 Santa Cruz Avenue

Hayes Group Architecture on behalf of 556 SC Partners LLC has submitted an application for a new building consisting of a 14,210-square foot, three story mixed-use building and surface parking. The project site consists of one parcel (Assessor's Parcel Number 061-441-050) at 556-558 Santa Cruz Avenue, which is currently occupied by an existing commercial and residential building and surface parking.

1125 Merrill Street
Field Architecture Inc. on behalf of Chasen Rapp, has submitted an application for a new building consisting of an 8,732-square foot, four-story mixed-use including ground floor parking and two residential units on the third and fourth floors. The project site consists of one parcel (Assessor's Parcel Number 061-441-030) at 1125 Merrill Street, which is currently occupied by an existing commercial and residential building and surface parking.

These properties are part of the Specific Plan area, and as such may be covered by the Program EIR analysis. The intent of this Environmental Conformity Analysis is to determine: 1) whether the Project does or does not exceed the environmental impacts analyzed in the Program EIR, 2) whether new impacts have or have not been identified, and 3) whether new mitigation measures are or are not required.

Existing Conditions

The subject parcels are located on the east side of El Camino Real between Oak Grove Avenue to the north and Ravenswood Avenue to the south and Alma Street to the east which is part of the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The sites are bounded on the north by existing multi-family units, on the south across Santa Cruz Avenue commercial (Café Borrone and Kepler's bookstore) and McDonald's restaurant to the west and the Menlo Park train station east across Merrill Street.

506-540 Santa Cruz Avenue is a .35-acre (15,611 square feet) project site, located on the corner of Santa Cruz Avenue and Merrill Street. The project site is relatively flat L-shaped parcel. 556-558 Santa Cruz Avenue is a .25-acre (11,041 square feet) project site adjacent to 506-540 Santa Cruz Avenue. The site is relatively flat and rectangular in shape. 1125 Merrill Street is a .14-acre (6,469 square feet) project site. The site is relatively flat and rectangular in shape and adjacent to 506-550 Santa Cruz Avenue to the south.

Project

The Project includes full demolition of the existing buildings, and site improvements to construct two, four-story buildings, one, three-story building, and two levels of shared underground parking. The Project applicants propose parking shared parking reduction, as allowed by the Specific Plan. Combined, the Project proposes to provide on-site parking in the amount of 113 spaces. Reduced or constrained parking supports trip reduction and Transportation Demand Management (TDM) efforts, and discourages single-occupant vehicle (SOV) commuting by limiting an abundance of easy and convenient parking options. Access to the surface and parking garage for the Project is via a 24' driveway off Santa Cruz Avenue.

<u>506-540 Santa Cruz Avenue</u>
The four-story mixed-used building consists of two levels of underground parking and on-grade parking. The first floor consists of a café with a lobby at the elevator entrance.

The second and third floors have offices with terraces, while the fourth floor has three residential apartments with large private terraces with access from the ground floor lobby.

The northeastern corner of the property is anchored by a two-story volume café space. Outdoor seating is proposed to activate the prominent corner. At the western entrance, pedestrians are greeted at the lobby entrance with a small entry plaza. This elevator lobby is a two-story volume and the café area has ample 15-foot floor to ceiling height. On-grade parking and subterranean parking, and parking for 1125 Merrill Street can be accessed from Santa Cruz Avenue. 506-540 Santa Cruz and 556-558 Santa Cruz share parking and a trash enclosure. The building height is 55.3 feet.

556 Santa Cruz Avenue

The three-story mixed-use building consists of on-grade parking and a retail component that abuts Santa Cruz Avenue, and a lobby at the elevator entrance. The second floor contains an office space with two terraces. The third floor comprises four residential apartments with private terraces. The architectural language repeats the rhythm and style of the proposed 506 Santa Cruz Avenue façade. On-grade parking spaces can be accessed from Santa Cruz Avenue and are located below most of the building. Pedestrians can enter the building lobby at Santa Cruz Avenue and at the north entrance from the on-grade parking lot. The retail area has ample clear height to comply with the 15-foot floor-to-floor requirement. The maximum building height is 45.5 feet to the top of the roof screen.

1125 Merrill Street

The four-story mixed-use building consists of ground floor lift parking with 19 stalls, trash and utility rooms, lobby and 766 square feet of office space, 2,558 square feet of office space on the second floor with two terraces off the front and back, and two residential units with terraces on the third and fourth floors. Pedestrian access is from Merrill Street and parking access is at the rear of the lot through a shared driveway with the adjacent properties on Santa Cruz Avenue.

The design of the building is conceived as slender volumes which elegantly distribute the mass of the building and create a natural step from the shared floors on the lower two levels to the private spaces on the upper two floors. The stepped configuration follows the 38' street facade and creates outdoor terraces that support landscape planters that traverse the street facade of the building at each balcony level.

The north facade is glazed to maximize daylighting, angling gently to the East to capture morning light. The south facades are fully glazed and protected by deep roof overhangs which prevent summer heat gain, and allow for winter solar penetration. Narrow floor cross sections and operable windows allow for natural ventilation moderating temperature extremes, and reducing reliance on mechanical systems. Circulation and egress are accommodated along the western edge of the building, allowing for flexible, adaptable spaces on each floor. The material palette uses light colored natural stone and aluminum window and door system as the primary exterior materials of the building.

The maximum building height is 53-feet to the top of the roof screen.

The Project requires approval of architectural control requests for all three sites, use permit approval for outdoor seating associated with the café at 506 Santa Cruz Avenue, approval of the Below Market Rate (BMR) Housing Agreement, which covers all three sites, and approval of four heritage tree removal permits from the Planning Commission.

Environmental Analysis

As discussed in the introduction, this comparative analysis has been undertaken to analyze whether the Project would have any significant environmental impacts that are not addressed in the Program EIR. The comparative analysis discusses whether impacts are increased, decreased, or unchanged from the conclusions discussed in the Program EIR. The comparative analysis also addresses whether any changes to mitigation measures are required.

As noted previously, the Project includes full demolition of the existing buildings, and site improvements to construct two four story buildings, one three story building and two levels of underground parking shared by 506-540 Santa Cruz and 556-558 Santa Cruz.

Assuming full occupancy, the Project is estimated to generate 89 net trips in the AM peak hour and 72 net trips in the PM peak hour. Selected TDM measures were assessed using the City/County Associate of Governments of San Mateo County (C/CAG) trip credit accounting criteria. The C/CAG trip credit accounting determined that project TDM measures would reduce the demand for peak-hour trips. The Project is consistent with the Specific Plan land uses. The Project will be subject to the fair share contribution towards infrastructure required to mitigate transportation impacts as identified in the Downtown Specific Plan Final Environmental Impact Report.

Aesthetic Resources

Impacts would be the same as the Specific Plan. The Program EIR concluded that the Project would not have a substantial adverse effect on a scenic view, vista, or designated state scenic highway, nor would the Project have significant impacts to the degradation of character/quality, light and glare, or shadows.

Implementation of the Project would result in the construction of a mixed-use development. Similar development concepts were evaluated under the Specific Plan EIR, and determined that changes to the visual character would not be substantially adverse, and the impact would be considered less than significant. The Project is subject to the Planning Commission architectural control review and approval, which includes public notice and ensures aesthetic compatibility. The Project meets the design standards and guidelines as noted in the El Camino Real/Downtown Specific Plan by breaking up the elevations, incorporating recessed store fronts and activating the street with floor to ceiling glazing and canopies. Also, outdoor seating is proposed to activate

the prominent corner. The maximum height of the Project would be 55.4 feet, which is allowable under the Specific Plan. One heritage trees is proposed to be removed from 506-540 Santa Cruz Avenue but would be replaced as required by the "Heritage Tree Replacement Procedures" which requires a 2:1 replacement ratio for commercial or mixed-use projects. One heritage tree is proposed to be removed at 556-558 Santa Cruz Avenue and two Heritage trees are proposed to be removed at 1125 Merrill Street but would be replaced as required by the required replacement requirements. Therefore, the Project would not result in any impacts to the existing visual character of the site and its surroundings.

Similar development concepts were evaluated under the Specific Plan EIR, and determined that changes to light and glare would not be substantially adverse, and the impact would be less than significant. The Specific Plan includes regulatory standards for nighttime lighting and nighttime and daytime glare. Therefore, the Project would not result in any impacts associated with substantial light or glare.

As was the case with the Specific Plan, the Project would not have a substantial adverse effect on a scenic view or vista, a state scenic highway, character/quality, or light and glare impacts. Therefore, no new impacts have been identified and no new mitigation measures are required for the Project.

Agriculture Resources

Impacts would be the same as the Specific Plan. The Program EIR concluded that no impacts would result with regard to Prime Farmland, Unique Farmland, or Farmland of Statewide Importance, or any area zoned for agricultural use or forestland.

As was the case with the Program EIR, the Project would not result in any impacts to farmland, agricultural uses, or forest land. Therefore, no new impacts have been identified and no new mitigation measures are required for the Project.

Air Quality

Impacts would be the same as the Specific Plan.

AIR-1: The Program EIR determined that emissions of criteria pollutants associated with construction would be significant, and established Mitigation Measures AIR-1a and AIR-1b to address such impacts. Mitigation Measure AIR-1a would be applied to this proposal. However, the Program EIR concluded that impacts could still be significant and unavoidable even with implementation of such mitigations. The Project would be well below the 249 dwelling units and 277,000 square feet of commercial development construction screening threshold adopted by the Bay Area Air Quality Management District. As a result, implementation of Mitigation Measure AIR-1b is not required for this Project.

AIR-2: The Program EIR determined that the Specific Plan would have long-term emissions of criteria pollutants from increased vehicle traffic and on-site area sources

that would contribute to an air quality violation (due to being inconsistent with an element of the *2010 Clean Air Plan*), and established Mitigation Measure AIR-2 requiring implementation of Mitigation Measure TR-2 regarding Transportation Demand Management (TDM) strategies to address this impact. However, the Program EIR noted that TDM effectiveness cannot be guaranteed, and concluded that the impact would be significant and unavoidable. A TDM plan was prepared for the Project, the applied TDM components planned for the 506-558 Santa Cruz Avenue and 1125 Merrill Street projects fully mitigate all net, new peak-hour vehicle trips. The Project would be consistent with the Program EIR analysis, and as such would be required to implement Mitigation Measure AIR-2.

AIR-3: The Program EIR determined that the Specific Plan would increase levels of Toxic Air Contaminants (TACs) due to increased heavy-duty truck traffic, but that the impacts would be less than significant. The Project would not generate an unusual amount of heavy truck traffic relative to other mixed-use developments due to the limited nature of the construction, and the Project's limited share of overall Specific Plan development would be accounted for through deduction of its totals from the Specific Plan Maximum Allowable Development.

AIR-4: The Program EIR concluded that the Specific Plan would not have a substantial adverse effect pertaining to Particulate Matter ($PM_{2.5}$). The Project is consistent with the assumptions of this analysis.

AIR-5, AIR-6, AIR-7, AIR-8, AIR-10, and AIR-11: The Specific Plan determined that the introduction of sensitive receptors, specifically new residences, to an environment (near El Camino Real, Santa Cruz Avenue and the Caltrain tracks, as well as to a zone in proximity to the SRI International campus) with elevated concentrations of TACs and $PM_{2.5}$ could result in significant or potentially significant impacts (including in the cumulative scenario), and established Mitigation Measures AIR-5, AIR-7, and AIR-10 to bring impacts to less than significant levels. Although the project site is in proximity to the Caltrain tracks and El Camino Real, implementing certain components of Mitigation Measure AIR-5 and AIR-7 would reduce cancer risk to a less than significant level. Mitigation Measure AIR-10 would not apply, because the project site is a sufficient distance from the SRI International campus.

AIR-9: The Program EIR determined that the Specific Plan is fundamentally consistent with the growth projections of the Bay Area 2010 Clean Air Plan, particularly with regard to residential development. The project proposes 9 residential units and commercial and office space, which is consistent with the growth projections of the Bay Area 2010 Clean Air Plan.

No new Air Quality impacts have been identified and no new mitigation measures are required for the Project.

Biological Resources

Impacts would be the same as the Specific Plan. The Program EIR determined that less than significant impacts would result with regard to special status plant and wildlife species, sensitive natural communities, migratory birds, and jurisdictional waters and wetlands upon implementation of the recommended Mitigation Measures BIO-1a, BIO-1b, BIO-3a, BIO-3b, BIO-5a through BIO-5c, and BIO-6a. Mitigation Measures BIO-1a, BIO-1b, BIO-3a, BIO-3b, and BIO-5a through BIO-5c would apply to the Project, but BIO-6a would not (it is limited to Projects proposing development near San Francisquito Creek). The analysis also found that the Specific Plan would not conflict with local policies, ordinances, or plans. The Project site is fully developed and within a highly urbanized/landscaped area.

The Project site includes little wildlife habitat and essentially no habitat for plants other than the opportunity ruderal species adapted to the built environment or horticultural plants used in landscaping. The Project would not result in the take of candidate, sensitive, or special-status species.

Three heritage trees located on the subject properties and four heritage street trees are proposed for removal. The 11 proposed heritage tree replacements would exceed the required 2:1 replacement ratio required for heritage trees located on private, commercial property, and eight new street trees would be planted.

The Program EIR determined that no mitigation would be required with implementation of the Heritage Tree Ordinance Chapter 13.24 which requires a planting replacement at a 2:1 basis for commercial projects. Additionally, the City of Menlo Park's Building Division provides "Tree Protection Specification" measures and procedures to further insure the protection of heritage trees during construction. Compliance with these existing code requirements, guidelines, and Tree Protection Specification measures and procedures, coupled with additional tree planting, would mitigate the impact of any loss of protected trees and would constitute consistency with local ordinances designed to protect existing tree resources. The impact would be less than significant.

With implementation of the Project, construction activities would occur on an existing developed site. Therefore, as with the Program EIR, the Project would result in less than significant impacts to biological resources and no new Mitigation Measures would be required. The Project would also not conflict with local policies, ordinances, or plans, similar to the Program EIR. No new impacts have been identified and no new mitigation measures are required for the Project.

Cultural Resources

Impacts would be the same as the Specific Plan. The Program EIR determined that no significant impacts to a historic resource would result with implementation of Mitigation Measure CUL-1. The analysis also concluded that the Specific Plan would result in less than significant impacts to archeological resources, paleontological resources, and burial sites with implementation of Mitigation Measures CUL-2a, CUL-2b, CUL-3, and CUL-4. With regard to the Project site, the physical conditions, as they relate to archeological resource, have not changed in the Specific Plan area since the

preparation of the Specific Plan EIR. The Project would incorporate Mitigation Measure CUL-4 through notations on plan sheets and ongoing on-site monitoring**.** Mitigation Measure CUL-3 would be required, as the Project would excavate two levels beyond previously disturbed soil. CUL-3 would require all construction forepersons and field supervisors shall receive training by a qualified professional paleontologist, as defined by the Society of Vertebrate Paleontology (SVP), who is experienced in teaching non-specialist to ensure they can recognize fossil material and will follow proper notification procedures in the event any are uncovered during construction.

In compliance with Mitigation Measure CUL-1, Historic Resource Evaluations were completed for the Project. An Evaluation was prepared by Evans and De Shazo, LLC, dated November 6, 2017 for 506-540 Santa Cruz Avenue. The existing commercial building does consist of elements that are representative of Eclectic style architecture, however, the design does not meet the significance standards necessary to qualify for listing on the California Registrar of Historic Resources (CRHR).

A Historic Resource Evaluation was prepared by Evans and De Shazo, LLC, dated November 6, 2017 for 556-558 Santa Cruz Avenue. The 1920's storefront building does not meet the significance standards necessary to qualify for listing on the CRHR.

A Historic Resource Evaluation was prepared by Evans and De Shazo, LLC, dated April 27, 2017 for 1125 Merrill Street. The 1863 Menlo Park Railroad Station and the McEvoy/Sullivan house were taken into consideration during the evaluation. It was determined that the removal of the 1963 building will not have an impact on historical resources within the Project area; however, the current design of new buildings within the Project Area may have the potential to adversely impact adjacent historical resources. As such, a Standard review was included in the Historic Resource Evaluation that concluded that the design details and considerations of the new building does not mimic but complements the Menlo Park Railroad Station and the McEvoy/ Sullivan house in accordance with the Standards, which states that any new construction should complement historic buildings, while not mimicking or recreating a false sense of history. Since the Historic Resource Evaluation was completed, the design of 1125 Merrill Street has been revised to reflect feedback from a Planning Commission Study Session (including direction to be more sensitive to the McEvoy/Sullivan house with regard to massing), and as a result 7an updated Historic Resource Evaluation will be required at the Building permit stage.

Therefore, the Project site does not have historical or historic potential for inclusion on the National Register of Historic Places or the California Registrar of Historical Resources.

In compliance with Mitigation Measure CUL-2a, Basin Research Associates, dated November 18, 2016, prepared an Archeological Resource Evaluation for the Project. The report concluded, the archival research revealed that there are no recorded cultural resources located within the study area. No traces of significant cultural materials, prehistoric or historic, were noted during the surface reconnaissance. In the event,

however, that prehistoric traces are encountered, the Specific Plan EIR requires protection activities if archaeological artifacts are found during construction.

Mitigation Measures CUL-2b, CUL-3, and CUL-4, requiring training and certain procedures regarding the potential to encounter archaeological artifacts or human remains during construction, would apply to the project.

No new impacts have been identified and no new mitigation measures are required.

Geology and Soils

Impacts would be the same as the Specific Plan. The Program EIR found that no significant impacts pertaining to earthquake faults, seismic ground shaking, seismically induced hazards (e.g., liquefaction, lateral spreading, land sliding, settlement, and ground lurching), unstable geologic units, expansive soils, corrosive soils, landslides, and soil erosion would result. No Mitigation Measures are required.

The Project site is not located within an Alquist-Priolo Earthquake Fault Zone as designated by the California Geological Society, and no known active faults exist on the site. The nearest active fault to the project area is the San Andreas fault which is located approximately 4.7 miles southwest of the property. Although this is the case, the Project is in a seismically active area and, while unlikely, there is a possibility of future faulting and consequent secondary ground failure from unknown faults is considered low. Furthermore, the Project would comply with requirements set in the California Building Code (CBC) to withstand settlement and forces associated with the maximum credible earthquake. The CBC provides standards intended to permit structures to withstand seismic hazards. Therefore, the code sets standards for excavation, grading, construction earthwork, fill embankments, expansive soils, foundation investigations, liquefaction potential, and soil strength loss. Geotechnical Investigations were prepared for the Project. The reports concluded the sites are suitable for the proposed mixed-use developments provided the recommendations in the reports are followed during design and construction.

The Project is relatively flat which reduces the potential for erosion and loss of topsoil during construction activities. Once covered by an impermeable surface such as asphalt or a new structure and new landscaping, the potential for erosion would be reduced substantially. No new impacts have been identified and no new mitigation measures are required.

Greenhouse Gas Emissions

Impacts would be the same as the Specific Plan.

GHG-1: The Program EIR determined that the Specific Plan would generate Greenhouse Gas (GHG) emissions, both directly and indirectly, that would have a significant impact on the environment. Specifically, the operational GHG using the Bay

Area Air Quality Management District (BAAQMD) GHG Model, measured on a "GHG: service population" ratio, were determined to exceed the BAAQMD threshold. The Project's share of this development and associated GHG emissions and service population, would be accounted for through deduction of this total from the Specific Plan Maximum Allowable Development, and as such is consistent with the Program EIR analysis. The Program EIR established Mitigation Measure GHG-1, although it was determined that the impact would remain significant and unavoidable even with this mitigation. For the Project, implementation of Mitigation Measure GHG-1 is not necessary as the BAAQMD-identified GHG Mitigation Measures are primarily relevant to City-wide plans and policies and because the City's CAL Green Amendments have since been adopted and are applied to all projects, including this Project.

GHG-2: The Program EIR determined that the Specific Plan could conflict with AB 32 and its Climate Change Scoping Plan by exceeding the per-capita threshold cited in GHG-1. Again, the Project's share of this development and associated GHG emissions and service population, would be accounted for through deduction of this total from the Specific Plan Maximum Allowable Development, and as such is consistent with the Program EIR analysis. The Program EIR established Mitigation Measure GHG-2a and GHG-2b, although it was determined that the impact would remain significant and unavoidable even with this mitigation. The Specific Plan includes sustainable strategies that promote reduced automobile dependence and certified green buildings. The Project would achieve LEED Silver certification or a LEED equivalent standard. Per GHG-2a, the project would be required to install one electric vehicle charging station for every 20 residential parking spaces provided.

No new impacts have been identified and no new mitigation measures are required for the Project.

Hazards and Hazardous Materials

Impacts would be the same as the Specific Plan. The Program EIR determined that a less than significant impact would result in regard to the handling, transport, use, or disposal of hazardous materials during construction operations. The analysis also concluded that the Project site is not included on a list of hazardous materials sites, it is not within the vicinity of an airport or private airstrip, would not conflict with an emergency response plan, and would not be located in an area at risk for wildfires. The Specific Plan analysis determined that with implementation of Mitigation Measures HAZ-1 and HAZ-3, impacts related to short-term construction activities, and the potential handling of and accidental release of hazardous materials would be reduced to less than significant levels.

The Project would involve ground-disturbance and demolition of an existing commercial building and improvements and as such implementation of Mitigation Measures HAZ-1 and HAZ-3 would be required. Project operations would result in a mixed-use development. The Project would not handle, store, or transport hazardous materials in quantities that would be required to be regulated.

In compliance with Mitigation Measure HAZ-1, an Environmental Site Assessment Phase 1 and limited Phase II was prepared by Roux Associates, dated July 8, 2015 (updated letter dated December 19, 2017) for 506-540 Santa Cruz Avenue. Based upon the results of Roux Associates' historical research, as well as the results of limited Phase II, the historical uses of the Site, which were initially identified as Recognized Environmental Conditions (RECs), do not appear to have significantly impacted shallow soil or soil vapors beneath the site. The combined Phase I ESA and Phase II was intended to define the historical uses of the site and identify any RECs that could warrant further consideration, no additional analysis was required.

AEI has completed a limited Phase II subsurface investigation for 1125 Merrill Street. The investigation assessed whether subsurface conditions (i.e., soil gas) have been impacted by historic dry-cleaning operations at the subject property. Two (2) soil gas borings and three (3) sub-slab soil gas sampling points were advanced during the investigation. Soil gas samples were obtained from each of the borings and analyzed for the presence of Volatile organic compounds (VOCs). No VOCs were detected in soil and sub-slab vapor were found to exceed their applicable Regional Water Quality Control Board. (RWQCB) Environmental Screening Levels (ESLs), no further investigation or remedial action was recommended.

Regarding topic area HAZ-2, due to the age of the buildings, building materials may contain asbestos or lead based paint. Prior to demolition of the building an asbestos and lead based paint survey would be conducted by a qualified licensed professional and disposed of appropriately. The demolition of buildings containing asbestos would require retaining contractors who are licensed to conduct asbestos abatement work and notify the Bay Area Air Quality Management District (BAAQMD). Mitigation Measure HAZ-3, requiring application of Best Management Practices (BMPs) regarding hazardous materials, would apply during the building permit process.

Thus, Project operations would result in similar impacts as that analyzed for the Specific Plan. No new impacts have been identified and no new mitigation measures are required for the Project.

Hydrology and Water Quality

Impacts would be the same as the Specific Plan. The Program EIR found that no significant impacts pertaining to construction-related impacts (i.e., water quality and drainage patterns due to erosion and sedimentation), or operational-related impacts to water quality, groundwater recharge, the alteration of drainage patterns, or flooding would result. The City of Menlo Park Engineering Division requires a Grading and Drainage Permit and preparation of a construction plan for any construction Project disturbing 500 square feet or more of dirt.

A Hydrology Report was prepared by BKF dated September 2017 for 506-556 Santa Cruz Avenue, concluded Best Management Practices (BMP's), as recommended by the California Storm Water Quality Association (CASQA), and outlined in the NPDS Permit, will be used to improve storm water onsite. In addition, there is no off-site improvements proposed which would change the upstream drainage pattern.

A Hydrology Report was prepared by BKF dated September 2017 for 1125 Merrill Street and is considered a "Small Project" as defined by Storm Water Pollution Prevention Program (SWPPP) "Small projects" are projects that create and/or replace between 2,500 square feet and 10,000 square feet of impervious surface. Therefore, the project requires site design measures but not stormwater treatment as defined by the San Mateo County SWPPP. Site design measures are site-planning measures used to reduce polluted stormwater runoff and help preserve local watersheds. Any existing sensitive natural resources on the site shall be identified, protected, and preserved from development to satisfy local, state or federal laws as applicable. The Project proposes direct roof runoff onto vegetated areas to meet this requirement.

The Grading and Drainage (G&D) Permit requirements specify that the construction must demonstrate that the sediment laden-water shall not leave the site. Incorporation of these requirements would be expected to reduce the impact of erosion and sedimentation to a less-than-significant level. No Mitigation Measures are required.

Land Use and Planning

Impacts would be the same as the Specific Plan.

LU-1: The Program EIR determined that the Specific Plan would not divide an established community. The Specific Plan would allow for taller buildings, any new development would occur along the existing grid pattern and proposed heights and massing controls would result in buildings comparable with existing and proposed buildings found in the Plan area. The Project redevelopment includes full demolition of the existing buildings, and site improvements to construct two, four-story buildings, one, three-story building, and two levels of shared underground parking and is subject to architectural review by the Planning Commission. The Project applicants propose a small shared parking reduction, as encouraged by the Specific Plan. Reduced or constrained parking supports trip reduction and TDM efforts, and discourages single-occupancy vehicle commuting by limiting an abundance of easy and convenient parking options. Reduced parking availability significantly enhances the use of alternative transportation mode options.

The Project would not create a physical or visual barrier, therefore would not physically divide a community**.** The Merrill Street and Santa Cruz Avenue frontage would include wide sidewalks, an entry plaza and landscaping. The Project activates the street with floor to ceiling glazing and canopies. Also, outdoor seating is proposed to activate the prominent corner of Merrill Street and Santa Cruz Avenue. There are no new impacts.

LU-2: The Program EIR determined that the Specific Plan would not alter the type and intensity of land uses in a manner that would cause them to be substantially incompatible with surrounding land uses or neighborhood character. The Project is an infill mixed-use development that meets the intent of the Specific Plan, and would be consistent with the General Plan. No mitigation is required for this impact, which is less than significant.

LU-3: The Program EIR determined that the Specific Plan would not conflict with the City's General Plan, Zoning Ordinance, or other land use plans or policies adopted for the purpose of mitigating an environmental effect. The General Plan and Zoning Ordinance were amended concurrent with the Specific Plan adoption, and the Project would comply with all relevant regulations. No mitigation is required for this impact, which is less than significant.

LU-4: The Program EIR determined that the Specific Plan, in combination with other plans and projects, would not result in cumulatively considerable impacts to land use. The Project, being a part of the Specific Plan area and accounted for as part of the Maximum Allowable Development, is consistent with this determination. No mitigation is required for this impact, which is less than significant.

No new impacts have been identified and no new mitigation measures are required for the Project.

Mineral Resources

Impacts would be the same as the Specific Plan. The Program EIR noted that the Project site is not located within an area of known mineral resources, either of regional or local value.

As was the case with the Specific Plan, the Project would not result in the loss of availability of a known mineral resource or mineral resources recovery site. No new impacts have been identified and no new mitigation measures are required for the Project.

Noise

Impacts would be the same as the Specific Plan.

NOI-1: The Program EIR determined that construction noise, in particular exterior sources such as jackhammering and pile driving, could result in a potentially significant impact, and established Mitigation Measures NOI-1a through NOI-1c to address such impacts. The physical conditions as they relate to noise levels have not changed substantially in the Specific Plan area since the preparation of the Specific Plan EIR. Therefore, construction noise impacts of the Project would be less than significant, and these mitigation measures would apply (with the exception of Mitigation Measure NOI-

1b, which applies to pile driving activities, which wouldn't take place as part of the Project).

NOI-2: The Program EIR determined that impacts to ambient noise and traffic-related noise levels as a result of the Specific Plan would be less than significant. The Project's share of this development would be accounted for through deduction of this total from the Specific Plan Maximum Allowable Development. As discussed in the Specific Plan EIR, noise increases of less than 1 dBA are not perceptible; a 3 dBA change is barely perceptible to humans and does not cause adverse response. Therefore, the changes in noise level due to increased roadway traffic would not increase in substantial noise level increases that may impact sensitive receptors in the area.

NOI-3: The Program EIR determined that the Specific Plan could include the introduction of sensitive receptors (i.e., new residences) to a noise environment with noise levels in excess of standards considered acceptable under the City of Menlo Park Municipal Code (i.e., near the Caltrain tracks), as well as the introduction of sensitive receptors to substantial levels of ground borne vibration from the Caltrain tracks. Mitigation Measures NOI-3 would require detailed acoustical assessments for residential units constructed within the Specific Plan area to ensure that Title 24 interior noise level standards are achieved.

506-540 and 556-558 Santa Cruz Avenue are located near the intersection of El Camino Real and Santa Cruz Avenue. The project site is located approximately 300 feet southwest of the Caltrain Station. A noise study was prepared by Charles Salter dated March 3, 2017. The noise environment at the site is dominated by traffic along the nearby roadways, as well as Caltrain noise. The report concludes, for the residential portion of the building, STC ratings are for full window assemblies (glass and frame) rather than just the glass itself. Where windows need to be closed to achieve an indoor DNL of 45 dB, an alternative method of supplying fresh air (e.g., mechanical ventilation) should be considered. The commercial portion will need to meet CALGreen interior noise criterion of Leq (h) 50 dB.

1125 Merrill Street is located approximately 150-feet southwest of the Caltrain Station. A noise study was prepared by Charles Salter dated March 6, 2017. The noise environment at the site is dominated by traffic along the nearby roadways, as well as Caltrain noise. The report concludes, for the residential portion of the building, STC ratings are for full window assemblies (glass and frame) rather than just the glass itself. Where windows need to be closed to achieve an indoor DNL of 45 dB, an alternative method of supplying fresh air (e.g., mechanical ventilation) should be considered. The commercial portion will need to meet CALGreen interior noise criterion of Leq(h) 50 dB.

NOI-4: The Program EIR determined that the Specific Plan could include the introduction of sensitive receptors, specifically new residences, to substantial levels of ground borne vibration from the Caltrain tracks. 1225 Merrill Street and 506 Santa Cruz Avenue are located within 200 feet of the mainline track. NOI-4 will require a detailed

vibration design study completed by a qualified acoustical engineer to confirm the ground vibration levels and frequency content along the Caltrain tracks and to determine appropriate design to limit interior vibration levels to 75 VdB for residences and 78 VdB for other uses. If required, vibration isolation techniques could include supporting the new building foundations on elastomer pads similar to bridge bearing pads.

No new Noise impacts have been identified and no new mitigation measures are required for the Project.

Population and Housing

Impacts would be similar from that analyzed in the Program EIR.

POP-1: The Program EIR determined that the implementation of the Specific Plan would not cause the displacement of existing residents to the extent that the construction of replacement facilities outside of the Plan area would be required. The Project includes full demolition of the existing buildings, and site improvements to construct two, four-story buildings, one-three story building, and two levels of shared underground parking and is subject to Planning Commission architectural review and approval. No mitigation is required for this impact, which is less than significant.

POP-2: The Program EIR determined that the implementation of the Specific Plan would not be expected to induce growth in excess of current projections, either directly or indirectly. The Program EIR found that full build-out under the Specific Plan would result in 1,537 new residents, well within the Association of Bay Area Governments (ABAG) Projection of 5,400 new residents between 2010 and 2030 in Menlo Park and its sphere of influence. Additionally, the Program EIR projected the new job growth associated with the new retail, commercial and hotel development to be 1,357 new jobs. The ABAG projection for job growth within Menlo Park and its sphere of influence is an increase of 7,240 jobs between 2010 and 2030. The Program EIR further determines that based on the ratio of new residents to new jobs, the Specific Plan would result in a jobs-housing ratio of 1.56, below the projected overall ratio for Menlo Park and its sphere of influence of 1.70 in 2030 and below the existing ratio of 1.78.

The Project includes full demolition of the existing buildings, and site improvements to construct two, four-story buildings, one, three-story building and two levels of shared underground parking. The three project applicants propose to reduce the supply of parking. Construction of the Project, including site preparation, would temporarily increase construction employment. Given the relatively common nature and scale of the construction associated with the Project, the demand for construction employment would likely be met within the existing and future labor market in the City and the County. The size of the construction workforce would vary during the different stages of construction, but a substantial quantity of workers from outside the City or County would not be expected to relocate permanently.

POP-3: The Program EIR determined that implementation of the Specific Plan, in combination with other plans and projects would not result in cumulatively considerable impacts to population and housing. The EIR identified an additional 959 new residents and 4,126 new jobs as a result of other pending Projects. These combined with the projection for residents and jobs from the Specific Plan equate to 2,496 new residents and 5,483 new jobs, both within ABAG Projections for Menlo Park and its sphere of influence in 2030. The additional jobs associated with the Project would not be considered a substantial increase, would continue to be within all projections and impacts in this regard would be considered less than significant. Thus, no new impacts have been identified and no new mitigation measures are required for the Project.

No new Population and Housing impacts have been identified and no new mitigation measures are required for the Project.

Public Services and Utilities

Impacts would be the same as the Specific Plan. The Program EIR concluded that less than significant impacts to public services, including fire protection, police protection, schools, parks, and other public facilities would result. In addition, the Program EIR concluded that the Project would result in less than significant impacts to utilities and service systems, including water services, wastewater services, and solid waste. No mitigation measures were required under the Program EIR for Public Services and Utilities impacts.

The Menlo Park Fire Protection District (MPFPD) currently serves the project area. MPFPD review and approval of individual development plans is a standard part of the Project review process, ensuring that new buildings meet all relevant service requirements. MPFPD has completed initial Project review, and has tentatively approved the Project for compliance with applicable Fire Code regulations. The Project would not intensify development over what has previously been analyzed, nor modify building standards (height, setbacks, etc.) in a way that could affect the provision of emergency services by MPFPD. Therefore, the Project would not result in any impacts resulting in the need for new or physically altered fire facilities.

Public parks near the project area include Burgess Park, Fremont Park, and Nealon Park. Additional public facilities, such as the library and recreational facilities at the Civic Center complex are located next to Burgess Park. The project would not intensify development over what has previously been analyzed, and existing public facilities would continue to be sufficient to serve the population of the project area. Therefore, the proposed project would not result in the demand for new public parks or other public facilities.

The existing water, wastewater, electric, gas, and solid waste infrastructure is adequate to support the Project, as the mixed-use development would not exceed what was previously analyzed, which the current site was developed to support.

No new Public Services and Utilities impacts have been identified and no new mitigation measures are required for the Project.

Transportation, Circulation and Parking

Assuming full occupancy, the Project is estimated to generate a total of 161 peak hour trips net new total trips. Based on this level of vehicle traffic, a detailed traffic study is not required, as the land use assumptions on site are consistent with those outlined in the Downtown Specific Plan. The Project is consistent with the Specific Plan land uses. The Project would be subject to the fair-share contribution towards infrastructure required to mitigate transportation impacts.

The Project is consistent with the Specific Plan land uses. The Project would be subject to the fair share contribution towards infrastructure required to mitigate transportation impacts as identified in the Downtown Specific Plan Final Environmental Impact Report.

TR-1 and TR-7: The Program EIR concluded that the Specific Plan would result in significant and unavoidable traffic impacts related to operation of area intersections and local roadway segments, in both the short-term and cumulative scenarios, even after implementation of Mitigation Measures TR-1 and TR-7. The Project would pay required TIF (Transportation Impact Fee) and fair-share contributions as part of these mitigations.

TR-2 and TR-8: The Program EIR determined that the Specific Plan would adversely affect operation of certain local roadway segments, in both the near-term and cumulative scenarios. The Project's share of the overall Specific Plan development would be accounted for through deduction of this total from the Specific Plan Maximum Allowable Development, and as such is consistent with the Program EIR analysis.

In addition, the Project would be required through the Mitigation Monitoring and Reporting Program (MMRP) to implement Mitigation Measure TR-2, requiring submittal and City approval of a TDM program prior to Project occupancy. The goal of the TDM plan is to identify trip reduction methods to be implemented in order to reduce the number of AM and PM peak SOV trips that are generated by the project site. However, this mitigation (which is also implemented through Mitigation Measure AIR-2) cannot have its effectiveness guaranteed, as noted by the Program EIR, so the impact remains significant and unavoidable.

TR-3, TR-4, TR-5, and TR-6: The Program EIR determined that the Specific Plan would not result in impacts to freeway segment operations, transit ridership, pedestrian and bicycle safety, or parking in the downtown. Combined, the Project proposes shared parking, supports trip reduction and TDM efforts, and discourages single-occupant vehicle (SOV) commuting by limiting an abundance of easy and convenient parking options. Reduced parking availability significantly enhances the use of alternative transportation mode options. The Project, using a parking rate supported by the Downtown Specific Plan based on the Urban Land Institute (ULI) and Institute of

Transportation Engineers (ITE), would be consistent with this analysis, and no new impacts or mitigation measures would be projected.

No new impacts have been identified and no new mitigation measures are required for the Project.

Conclusion

As discussed, the Conformance Checklist is to confirm that 1) the Project does not exceed the environmental impacts analyzed in the Program EIR, 2) that no new impacts have been identified, and 3) no new mitigation measures are required. As detailed in the analysis presented above, the Project would not result in greater impacts than were identified for the Program EIR. No new impacts have been identified and no new mitigation measures are required for the Project.

References
1125 Merrill Street

1. Arborist Report prepared by Henry Ardalan dated February 17, 2018.

2. Cultural Resource Evaluation prepared by Basin Research Associates dated November 18, 2016.

3. Historic Resource Evaluation prepared by Evans and DeShazo, LLC, dated April 27, 2017.

4. Phase I Environmental Site Assessment prepared by AEI Consultants, dated December 19, 2017.

5. Geotechnical Investigation prepared by prepared by Romig Engineers, dated May 2017.

6. Plans prepared by Field Architecture dated September 18, 2017,

7. Staff site visit November 26, 2017.

8. Transportation Demand Management Program prepared by TDM Specialists dated March 20, 2017(1125 Merrill Street and 506-556 Santa Cruz Avenue).

9. Hydrology Report prepared by BKF dated September 2017.

10. Parking Study prepared by Hexagon Transportation Consultants dated September 14, 2017

11. Noise Study and memo prepared by Charles Salter dated March 6, 2017, March 6, 2017 and June 5, 2017.

506-540 Santa Cruz Avenue

12. Geotechnical Investigation prepared by prepared by Romig Engineers, dated May 2017.

13. Parking Study prepared by Hexagon Transportation Consultants dated April 11, 2018

14. Arborist Report prepared by Henry Ardalan dated February 17, 2018.

15. Noise Study and memo prepared by Charles Salter dated March 3, 2017, and June 5, 2017.

16. Hydrology Report prepared by BKF dated September 2017 (505-550 and 556 Santa Cruz Avenue.

17. Cultural Resource Evaluation prepared by Basin Research Associates dated November 18, 2016.

18. Phase I Environmental Site Assessment prepared by Roux Associates, dated July 8, 2015, updated December 19, 2017.

19. Historic Resource Evaluation prepared by Evans and DeShazo, LLC, dated November 6, 2017.

20. Plans prepared by Hayes Group Architecture dated September 18, 2017.

556-558 Santa Cruz Avenue

21. Geotechnical Investigation prepared by prepared by Romig Engineers, dated March 2017.

22. Parking Study prepared by Hexagon Transportation Consultants dated March 22, 2018.

23. Arborist Report prepared by Henry Ardalan dated February 17, 2018.

24. Noise Study and memo prepared by Charles Salter dated March 3, 2017, and June 5, 2017.

25. Phase 1 and Limited Phase II Environmental Site Assessment prepared by AEI Consultants, dated November 15, 2016, December 27,2016, updated December 17, 2017.

26. Cultural Resource Evaluation prepared by Basin Research Associates dated November 18, 2016.

27. Historic Resource Evaluation prepared by Evans and DeShazo, LLC, dated November 6, 2017.

28. Plans prepared by Hayes Group Architecture dated September 18, 2017.

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
AIR QUALITY				
IMPACT BEING ADDRESSED: Impact AIR-1: Implementation of the Specific Plan would result in increased long-term emissions of criteria pollutants associated with construction activities that could contribute substantially to an air quality violation. (Significant)				
Mitigation Measure AIR-1a : During construction of individual projects under the Specific Plan, project applicants shall require the construction contractor(s) to implement the following measures required as part of Bay Area Air Quality Management District's (BAAQMD) basic dust control procedures required for construction sites. For projects for which construction emissions exceed one or more of the applicable BAAQMD thresholds, additional measures shall be required as indicated in the list following the Basic Controls.		Measures shown on plans, construction documents and on-going during demolition, excavation and construction.	Project sponsor(s) and contractor(s)	PW/CDD
Basic Controls that Apply to All Construction Sites				
1. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.	Exposed surfaces shall be watered twice daily.			
2. All haul trucks transporting soil, sand, or other loose material off-site shall be covered.	Trucks carrying demolition debris shall be covered.			
3. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.	Dirt carried from construction areas shall be cleaned daily.			
4. All vehicle speeds on unpaved roads shall be limited to 15 mph.	Speed limit on unpaved roads shall be 15 mph.			
5. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.	Roadways, driveways, sidewalks and building pads shall be laid as soon as possible after grading.			
6. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.	Idling times shall be minimized to 5 minutes or less; Signage posted at all access points.			
7. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.	Construction equipment shall be properly tuned and maintained.			

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
8. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations.	Signage will be posted with the appropriate contact information regarding dust complaints.			
Additional Measures for Development Projects that Exceed Significance Criteria				
1. All exposed surfaces shall be watered at a frequency adequate to maintain minimum soil moisture of 12 percent. Moisture content can be verified by lab samples or moisture probe.	Water exposed surfaces to maintain minimum soil moisture of 12 percent.			
2. All excavation, grading, and/or demolition activities shall be suspended when average wind speeds exceed 20 mph.	Halt excavation, grading and demolition when wind is over 20 mph.			
3. Wind breaks (e.g., trees, fences) shall be installed on the windward side(s) of actively disturbed areas of construction. Wind breaks should have at maximum 50 percent air porosity.	Install wind breaks on the windward side(s) of disturbed construction areas.			
4. Vegetative ground cover (e.g., fast-germinating native grass seed) shall be planted in disturbed areas as soon as possible and watered appropriately until vegetation is established.	Vegetative ground cover shall be planted in disturbed areas as soon as possible.			
5. The simultaneous occurrence of excavation, grading, and ground-disturbing construction activities on the same area at any one time shall be limited. Activities shall be phased to reduce the amount of disturbed surfaces at any one time.	Ground-disturbing construction activities shall not occur simultaneously.			
6. All trucks and equipment, including their tires, shall be washed off prior to leaving the site.	Trucks and equipment shall be washed before exiting the site.			
7. Site accesses to a distance of 100 feet from the paved road shall be treated with a 6- to 12-inch compacted layer of wood chips, mulch, or gravel.	Cover site access roads.			
8. Sandbags or other erosion control measures shall be installed to prevent silt runoff to public roadways from sites with a slope greater than one percent.	Erosion control measures shall be used.			
9. Minimizing the idling time of diesel powered construction equipment to two minutes.	Idling time of diesel powered equipment will not exceed two minutes.			

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
10. The project shall develop a plan demonstrating that the off-road equipment (more than 50 horsepower) to be used in the construction project (i.e., owned, leased, and subcontractor vehicles) would achieve a project wide fleet-average 20 percent nitrogen oxides reduction and 45 percent particulate matter reduction compared to the most recent ARB fleet average. Acceptable options for reducing emissions include the use of late model engines, low-emission diesel products, alternative fuels, engine retrofit technology, after-treatment products, add-on devices such as particulate filters, and/or other options as such become available.	Plan developed that demonstrates emissions from use of off-road equipment during construction will be reduced as specified.			
11. Use low volatile organic compound (VOC) (i.e., reactive organic gases) coatings beyond the local requirements (i.e., Regulation 8, Rule 3: Architectural Coatings).	Low VOC coatings shall be used.			
12. Requiring that all construction equipment, diesel trucks, and generators be equipped with Best Available Control Technology for emission reductions of nitrogen oxides and particulate matter.	Require Best Available Control Technology for all construction equipment, diesel trucks, and generators.			
13. Requiring all contractors use equipment that meets the California Air Resources Board's most recent certification standard for off-road heavy duty diesel engines.	Equipment shall meet standards for off-road heavy duty diesel engines.			
Impact AIR-2: Implementation of the Specific Plan would result in increased long-term emissions of criteria pollutants from increased vehicle traffic and on-site area sources that would contribute substantially to an air quality violation. (Significant)				
Mitigation Measure AIR-2: Mitigation Measure TR-2 of Section 4.13, Transportation, Circulation and Parking, identifies Transportation Demand Management (TDM) strategies to be implemented by individual project applicants, although the precise effectiveness of a TDM program cannot be guaranteed. As the transportation demand management strategies included in Mitigation Measure TR-2 represent the majority of available measures with which to reduce VMT, no further mitigation measures are available and this impact is considered to be significant and unavoidable.	See Mitigation Measure TR-2.			
Impact AIR-5: Implementation of the Specific Plan would locate sensitive receptors in an area of elevated concentrations of toxic air contaminants associated with roadway traffic which may lead to considerable adverse health effects. (Potentially Significant)				
Mitigation Measure AIR-5: The Mitigation Monitoring and Reporting Program shall require that all developments that include sensitive receptors such as	A health risk analysis shall be prepared.	Simultaneous with a building	Project sponsor(s)	CDD

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
residential units that would be located within 200 feet of the edge of El Camino Real or within 100 feet of the edge of Ravenswood Avenue, Oak Grove Avenue east of El Camino Real, or Santa Cruz Avenue west of University Avenue shall undergo, prior to project approval, a screening-level health risk analysis to determine if cancer risk, hazard index, and/or $PM_{2.5}$ concentration would exceed BAAQMD thresholds. If one or more thresholds would be exceeded at the site of the subsequent project, the project (or portion of the project containing sensitive receptors, in the case of a mixed-use project) shall be equipped with filtration systems with a Minimum Efficiency Reporting Value (MERV) rating of 14 or higher. The ventilation system shall be designed by an engineer certified by the American Society of Heating, Refrigeration and Air-Conditioning Engineers, who shall provide a written report documenting that the system reduces interior health risks to less than 10 in one million, or less than any other threshold of significance adopted by BAAQMD or the City for health risks. The project sponsor shall present a plan to ensure ongoing maintenance of ventilation and filtration systems and shall ensure the disclosure to buyers and/or renters regarding the findings of the analysis and inform occupants as to proper use of any installed air filtration. Alternatively, if the project applicant can prove at the time of development that health risks at new residences due to DPM (and other TACs, if applicable) would be less than 10 in one million, or less than any other threshold of significance adopted by BAAQMD for health risks, or that alternative mitigation measures reduce health risks below any other City-adopted threshold of significance, such filtration shall not be required.	If one or more thresholds are exceeded, a filtration system shall be installed; Certified engineer to provide report documenting that system reduces health risks Plan developed for ongoing maintenance and disclosure to buyers and/renters.	permit submittal		
Impact AIR-6: Implementation of the Specific Plan would locate new sensitive receptors in an area of elevated concentrations of $PM_{2.5}$ associated with roadway traffic which may lead to considerable adverse health effects. (Potentially Significant)				
Mitigation Measure AIR-5 associated with Impact AIR-5 regarding DPM exposure would also reduce $PM_{2.5}$ exposure impacts along El Camino Real and other high volume streets to a less than significant level.	See Mitigation Measure AIR-5.			
Impact AIR-7: Implementation of the Specific Plan would expose sensitive receptors to elevated concentrations of Toxic Air Contaminants (TACs) associated with Caltrain operations which may lead to considerable adverse health effects. (Potentially Significant)				
Mitigation Measure AIR-7: The Mitigation Monitoring and Reporting Program shall require that all developments that include sensitive receptors such as	A health risk analysis shall be prepared.	Simultaneous with a building	Project sponsor(s)	CDD

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
residential units that would be located within approximately 1,095 feet of the edge of the Caltrain right-of-way shall undergo, prior to project approval, a screening-level health risk analysis to determine if cancer risk, hazard index, and/or $PM_{2.5}$ concentration would exceed BAAQMD thresholds. If one or more thresholds would be exceeded at the site of the subsequent project, the project (or portion of the project containing sensitive receptors, in the case of a mixed-use project) shall be equipped with filtration systems with a Minimum Efficiency Reporting Value (MERV) rating of 14 or higher. The ventilation system shall be designed by an engineer certified by the American Society of Heating, Refrigeration and Air-Conditioning Engineers, who shall provide a written report documenting that the system reduces interior health risks to less than 10 in one million, or less than any other threshold of significance adopted by BAAQMD or the City for health risks. The project sponsor shall present a plan to ensure ongoing maintenance of ventilation and filtration systems and shall ensure the disclosure to buyers and/or renters regarding the findings of the analysis and inform occupants as to proper use of any installed air filtration. Alternatively, if the project applicant can prove at the time of development that health risks at new residences due to DPM (and other TACs, if applicable) would be less than 10 in one million, or less than any other threshold of significance adopted by BAAQMD for health risks, or that alternative mitigation measures reduce health risks below any other City-adopted threshold of significance, such filtration shall not be required.	If one or more thresholds are exceeded, a filtration system shall be installed; Certified engineer to provide report documenting that system reduces health risks Plan developed for ongoing maintenance and disclosure to buyers and/renters.	permit submittal		
BIOLOGICAL RESOURCES				
Impact BIO-1: The Specific Plan could result in the take of special-status birds or their nests. (Potentially Significant)				
Mitigation Measure BIO-1a: Pre-Construction Special-Status Avian Surveys. No more than two weeks in advance of any tree or shrub pruning, removal, or ground-disturbing activity that will commence during the breeding season (February 1 through August 31), a qualified wildlife biologist will conduct pre-construction surveys of all potential special-status bird nesting habitat in the vicinity of the planned activity. Pre-construction surveys are not required for construction activities scheduled to occur during the non-breeding season (August 31 through January 31). Construction activities commencing during the non-breeding season and continuing into the breeding season do not require surveys (as it is assumed that any breeding birds taking up nests would be acclimated to project-related activities already under way). Nests initiated during construction activities would be presumed to be unaffected by the activity, and a buffer zone around such nests would not be necessary. However, a nest initiated during construction cannot be moved or altered.	A nesting bird survey shall be prepared if tree or shrub pruning, removal or ground-disturbing activity will commence between February 1 through August 31.	Prior to tree or shrub pruning or removal, any ground disturbing activity and/or issuance of demolition, grading or building permits.	Qualified wildlife biologist retained by project sponsor(s)	CDD

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
If pre-construction surveys indicate that no nests of special-status birds are present or that nests are inactive or potential habitat is unoccupied: no further mitigation is required. ***If active nests of special-status birds are found during the surveys:*** implement Mitigation Measure BIO-1b.				
Mitigation Measure BIO-1b: Avoidance of active nests. If active nests of special-status birds or other birds are found during surveys, the results of the surveys would be discussed with the California Department of Fish and Game and avoidance procedures will be adopted, if necessary, on a case-by- case basis. In the event that a special-status bird or protected nest is found, construction would be stopped until either the bird leaves the area or avoidance measures are adopted. Avoidance measures can include construction buffer areas (up to several hundred feet in the case of raptors), relocation of birds, or seasonal avoidance. If buffers are created, a no disturbance zone will be created around active nests during the breeding season or until a qualified biologist determines that all young have fledged. The size of the buffer zones and types of construction activities restricted will take into account factors such as the following: 1. Noise and human disturbance levels at the Plan area and the nesting site at the time of the survey and the noise and disturbance expected during the construction activity; 2. Distance and amount of vegetation or other screening between the Plan area and the nest; and 3. Sensitivity of individual nesting species and behaviors of the nesting birds.	If active nests are found during survey, the results will be discussed with the California Department of Fish and Game and avoidance procedures adopted. Halt construction if a special-status bird or protected nest is found until the bird leaves the area or avoidance measures are adopted.	Prior to tree or shrub pruning or removal, any ground-disturbing activities and/or issuance of demolition, grading or building permits.	Project sponsor(s) and contractor(s)	CDD
Impact BIO-3: Impacts to migratory or breeding special-status birds and other special-status species due to lighting conditions. (Potentially Significant)				
Mitigation Measure BIO-3a: Reduce building lighting from exterior sources. a. Minimize amount and visual impact of perimeter lighting and façade up-lighting and avoid uplighting of rooftop antennae and other tall equipment, as well as of any decorative features; b. Installing motion-sensor lighting, or lighting controlled by timers set to turn off at the earliest practicable hour; c. Utilize minimum wattage fixtures to achieve required lighting levels; d. Comply with federal aviation safety regulations for large buildings by installing minimum intensity white strobe lighting with a three-second flash interval instead of continuous flood lighting, rotating lights, or red lighting e. Use cutoff shields on streetlight and external lights to prevent upwards lighting.	Reduce building lighting from exterior sources.	Prior to building permit issuance and ongoing.	Project sponsor(s) and contractor(s)	CDD

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure BIO-3b: Reduce building lighting from interior sources. a. Dim lights in lobbies, perimeter circulation areas, and atria; b. Turn off all unnecessary lighting by 11pm thorough sunrise, especially during peak migration periods (mid-March to early June and late August through late October); c. Use gradual or staggered switching to progressively turn on building lights at sunrise. d. Utilize automatic controls (motion sensors, photosensors, etc.) to shut off lights in the evening when no one is present; e. Encourage the use of localized task lighting to reduce the need for more extensive overhead lighting; f. Schedule nightly maintenance to conclude by 11 p.m.; g. Educate building users about the dangers of night lighting to birds.	Reduce building lighting from interior sources.	Prior to building permit issuance and ongoing.	Project sponsor(s) and contractor(s)	CDD
Impact BIO-5: The Specific Plan could result in the take of special-status bat species. (Potentially Significant)				
Mitigation Measure BIO-5a: Preconstruction surveys. Potential direct and indirect disturbances to special-status bats will be identified by locating colonies and instituting protective measures prior to construction of any subsequent development project. No more than two weeks in advance of tree removal or structural alterations to buildings with closed areas such as attics, a qualified bat biologist (e.g., a biologist holding a California Department of Fish and Game collection permit and a Memorandum of Understanding with the California Department of Fish and Game allowing the biologist to handle and collect bats) shall conduct pre-construction surveys for potential bats in the vicinity of the planned activity. A qualified biologist will survey buildings and trees (over 12 inches in diameter at 4.5-foot height) scheduled for demolition to assess whether these structures are occupied by bats. No activities that would result in disturbance to active roosts will proceed prior to the completed surveys. If bats are discovered during construction, any and all construction activities that threaten individuals, roosts, or hibernacula will be stopped until surveys can be completed by a qualified bat biologist and proper mitigation measures implemented. ***If no active roosts present:*** no further action is warranted. ***If roosts or hibernacula are present:*** implement Mitigation Measures BIO-5b and 5c.	Retain a qualified bat biologist to conduct pre-construction survey for bats and potential roosting sites in vicinity of planned activity. Halt construction if bats are discovered during construction until surveys can be completed and proper mitigation measures implemented.	Prior to tree pruning or removal or issuance of demolition, grading or building permits.	Qualified bat biologist retained by project sponsor(s)	CDD

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure BIO-5b: Avoidance. If any active nursery or maternity roosts or hibernacula of special-status bats are located, the subsequent development project may be redesigned to avoid impacts. Demolition of that tree or structure will commence after young are flying (i.e., after July 31, confirmed by a qualified bat biologist) or before maternity colonies forms the following year (i.e., prior to March 1). For hibernacula, any subsequent development project shall only commence after bats have left the hibernacula. No-disturbance buffer zones acceptable to the California Department of Fish and Game will be observed during the maternity roost season (March 1 through July 31) and during the winter for hibernacula (October 15 through February 15). Also, a no-disturbance buffer acceptable in size to the California Department of Fish and Game will be created around any roosts in the Project vicinity (roosts that will not be destroyed by the Project but are within the Plan area) during the breeding season (April 15 through August 15), and around hibernacula during winter (October 15 through February 15). Bat roosts initiated during construction are presumed to be unaffected, and no buffer is necessary. However, the "take" of individuals is prohibited.	If any active nursery or maternity roosts or hibernacula are located, no disturbance buffer zones shall be established during the maternity roost and breeding seasons and hibernacula.	Prior to tree removal or pruning or issuance of demolition, grading or building permits	Qualified bat biologist retained by project sponsor(s)	CDD
Mitigation Measure BIO-5c: Safely evict non-breeding roosts. Non-breeding roosts of special-status bats shall be evicted under the direction of a qualified bat biologist. This will be done by opening the roosting area to allow airflow through the cavity. Demolition will then follow no sooner or later than the following day. There should not be less than one night between initial disturbance with airflow and demolition. This action should allow bats to leave during dark hours, thus increasing their chance of finding new roosts with a minimum of potential predation during daylight. Trees with roosts that need to be removed should first be disturbed at dusk, just prior to removal that same evening, to allow bats to escape during the darker hours. However, the "take" of individuals is prohibited.	A qualified bat biologist shall direct the eviction of non-breeding roosts.	Prior to tree removal or pruning or issuance of demolition, grading or building permits.	Qualified bat biologist retained by project sponsor(s)	CDD
CULTURAL RESOURCES				
Impact CUL-1: The proposed Specific Plan could have a significant impact on historic architectural resources. (Potentially Significant)				
Mitigation Measure CUL-1: Site Specific Evaluations and Treatment in Accordance with the Secretary of the Interior's Standards:	A qualified architectural historian shall complete a site-specific historic resources study. For structures found to be historic	Simultaneously with a project application submittal	Qualified architectural historian retained by the Project	CDD - Partially Completed (1125 Merrill - Historic Resource Evaluation prepared by

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Site-Specific Evaluations: In order to adequately address the level of potential impacts for an individual project and thereby design appropriate mitigation measures, the City shall require project sponsors to complete site-specific evaluations at the time that individual projects are proposed at or adjacent to buildings that are at least 50 years old. The project sponsor shall be required to complete a site-specific historic resources study performed by a qualified architectural historian meeting the Secretary of the Interior's Standards for Architecture or Architectural History. At a minimum, the evaluation shall consist of a records search, an intensive-level pedestrian field survey, an evaluation of significance using standard National Register Historic Preservation and California Register Historic Preservation evaluation criteria, and recordation of all identified historic buildings and structures on California Department of Parks and Recreation 523 Site Record forms. The evaluation shall describe the historic context and setting, methods used in the investigation, results of the evaluation, and recommendations for management of identified resources. If federal or state funds are involved, certain agencies, such as the Federal Highway Administration and California Department of Transportation (Caltrans), have specific requirements for inventory areas and documentation format. ***Treatment in Accordance with the Secretary of the Interior's Standards.*** Any future proposed project in the Plan Area that would affect previously recorded historic resources, or those identified as a result of site-specific surveys and evaluations, shall conform to the Secretary of the Interior's Standards for the Treatment of Historic Properties and Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings (1995). The Standards require the preservation of character defining features which convey a building's historical significance, and offers guidance about appropriate and compatible alterations to such structures.	structures found to be historic, specify treating conforming to Secretary of the Interior's standards, as applicable.	submittal.	by the Project sponsor(s).	Evaluation prepared by Evans and DeShazo, LLC, dated April 27, 2017/506 Santa Cruz - Historic Resource Evaluation prepared by Evans and DeShazo, LLC, dated November 6, 2017/556 Santa Cruz - Historic Resource Evaluation prepared by Evans and DeShazo, LLC, dated November 6, 2017) - Report for 1125 Merrill Street must be updated slightly based on revised design prior to building permit issuance. Reports concluded no impacts would occur to historic sites.
Impact CUL-2: The proposed Specific Plan could impact currently unknown archaeological resources. (Potentially Significant)				

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure CUL-2a: When specific projects are proposed that involve ground disturbing activity, a site-specific cultural resources study shall be performed by a qualified archaeologist or equivalent cultural resources professional that will include an updated records search, pedestrian survey of the project area, development of a historic context, sensitivity assessment for buried prehistoric and historic-period deposits, and preparation of a technical report that meets federal and state requirements. If historic or unique resources are identified and cannot be avoided, treatment plans will be developed in consultation with the City and Native American representatives to mitigate potential impacts to less than significant based on either the Secretary of the Interior's Standards described in Mitigation Measure CUL-1 (if the site is historic) or the provisions of Public Resources Code Section 21083.2 (if a unique archaeological site).	A qualified archeologist shall complete a site-specific cultural resources study. If resources are identified and cannot be avoided, treatment plans will be developed to mitigate impacts to less than significant, as specified.	Simultaneously with a project application submittal.	Qualified archaeologist retained by the project sponsor(s).	CDD-Completed (1125 Merrill - Cultural Resource Evaluation prepared by Basin Research Associates dated November 18, 2016/506 Santa Cruz - H17. Cultural Resource Evaluation prepared by Basin Research Associates dated November 18, 2016/556 Santa Cruz - 26. Cultural Resource Evaluation prepared by Basin Research Associates dated November 18, 2016) - Reports indicate archival research revealed that there are no recorded cultural resources located within the study area. No traces of significant cultural materials, prehistoric or historic, were noted during the surface reconnaissance.

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure CUL-2b: Should any archaeological artifacts be found during construction, all construction activities within 50 feet shall immediately halt and the City must be notified. A qualified archaeologist shall inspect the findings within 24 hours of the discovery. If the resource is determined to be a historical resource or unique resource, the archaeologist shall prepare a plan to identify, record, report, evaluate, and recover the resources as necessary, which shall be implemented by the developer. Construction within the area of the find shall not recommence until impacts on the historical or unique archaeological resource are mitigated as described in Mitigation Measure CUL-2a above. Additionally, Public Resources Code Section 5097.993 stipulates that a project sponsor must inform project personnel that collection of any Native American artifact is prohibited by law.	If any archaeological artifacts are discovered during demolition/construction, all ground disturbing activity within 50 feet shall be halted immediately, and the City of Menlo Park Community Development Department shall be notified within 24 hours. A qualified archaeologist shall inspect any archaeological artifacts found during construction and if determined to be a resource shall prepare a plan meeting the specified standards which shall be implemented by the project sponsor(s).	Ongoing during construction.	Qualified archaeologist retained by the project sponsor(s).	CDD
Impact CUL-3: The proposed Specific Plan may adversely affect unidentifiable paleontological resources. (Potentially Significant)				
Mitigation Measure CUL-3: Prior to the start of any subsurface excavations that would extend beyond previously disturbed soils, all construction forepersons and field supervisors shall receive training by a qualified professional paleontologist, as defined by the Society of Vertebrate Paleontology (SVP), who is experienced in teaching non-specialists, to ensure they can recognize fossil materials and will follow proper notification procedures in the event any are uncovered during construction. Procedures to be conveyed to workers include halting construction within 50 feet of any potential fossil find and notifying a qualified paleontologist, who will evaluate its significance. Training on paleontological resources will also be provided to all other construction workers, but may involve using a videotape of the initial training and/or written materials rather than in-person training by a paleontologist. If a fossil is determined to be significant and avoidance is not feasible, the paleontologist will develop and implement an excavation and salvage plan in accordance with SVP standards. (SVP, 1996)	A qualified paleontologist shall conduct training for all construction personnel and field supervisors. If a fossil is determined to be significant and avoidance is not feasible, the paleontologist will develop and implement an excavation and salvage plan in accordance with SVP standards.	Prior to issuance of grading or building permits that include subsurface excavations and ongoing through subsurface excavation.	Qualified archaeologist retained by the project sponsor(s).	CDD
Impact CUL-4: Implementation of the Plan may cause disturbance of human remains including those interred outside of formal cemeteries. (Potentially Significant)				

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure CUL-4: If human remains are discovered during construction, CEQA Guidelines 15064.5(e)(1) shall be followed, which is as follows: * In the event of the accidental discovery or recognition of any human remains in any location other than a dedicated cemetery, the following steps should be taken: 1) There shall be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent human remains until: a) The San Mateo County coroner must be contacted to determine that no investigation of the cause of death is required; and b) If the coroner determines the remains to be Native American: 1. The coroner shall contact the Native American Heritage Commission within 24 hours; 2. The Native American Heritage Commission shall identify the person or persons it believes to be the most likely descended from the deceased Native American; 3. The most likely descendent may make recommendations to the landowner or the person responsible for the excavation work, for means of treating or disposing of, with appropriate dignity, the human remains and any associated grave goods as provided in Public Resources Code Section 5097.98; or 2) Where the following conditions occur, the landowner or his authorized representative shall rebury the Native American human remains and associated grave goods with appropriate dignity on the property in a location not subject to further subsurface disturbance. a) The Native American Heritage Commission is unable to identify a most likely descendent or the most likely descendent failed to make a recommendation within 48 hours after being notified by the Commission. b) The descendant identified fails to make a recommendation; or c) The landowner or his authorized representative rejects the recommendation of the descendant, and the mediation by the Native American Heritage Commission fails to provide measures acceptable to the landowner.	If human remains are discovered during any construction activities, all ground-disturbing activity within the site or any nearby area shall be halted immediately, and the County coroner must be contacted immediately and other specified procedures must be followed as applicable.	On-going during construction	Qualified archeologist retained by the project sponsor(s)	CDD
GREENHOUSE GASES AND CLIMATE CHANGE				

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Impact GHG-2: The Specific Plan could conflict with applicable plans, policies or regulations of an agency with jurisdiction over the Specific Plan adopted for the purpose of reducing the emissions of GHGs. (Significant)				
Mitigation Measure GHG-2a: All residential and/or mixed use developments of sufficient size to require LEED certification under the Specific Plan shall install one dedicated electric vehicle/plug-in hybrid electric vehicle recharging station for every 20 residential parking spaces provided. Per the Climate Action Plan the complying applicant could receive incentives, such as streamlined permit processing, fee discounts, or design templates.	Install one dedicated electric vehicle/plug-in hybrid electric vehicle recharging station for every 20 residential parking spaces	Simultaneous with project application submittal	Project sponsor(s)	CDD- Completed (One dedicated electric vehicle/plug-in hybrid electric vehicle recharging station for every 20 residential parking spaces shown on submitted plans.)
HAZARDOUS MATERIALS				
Impact HAZ-1: Disturbance and release of contaminated soil during demolition and construction phases of the project, or transportation of excavated material, or contaminated groundwater could expose construction workers, the public, or the environment to adverse conditions related to hazardous materials handling. (Potentially Significant)				

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure HAZ-1: Prior to issuance of any building permit for sites where ground breaking activities would occur, all proposed development sites shall have a Phase I site assessment performed by a qualified environmental consulting firm in accordance with the industry required standard known as ASTM E 1527-05. The City may waive the requirement for a Phase I site assessment for sites under current and recent regulatory oversight with respect to hazardous materials contamination. If the Phase I assessment shows the potential for hazardous releases, then Phase II site assessments or other appropriate analyses shall be conducted to determine the extent of the contamination and the process for remediation. All proposed development in the Plan area where previous hazardous materials releases have occurred shall require remediation and cleanup to levels established by the overseeing regulatory agency (San Mateo County Environmental Health (SMCEH), Regional Water Quality Control Board (RWQCB) or Department of Toxic Substances Control (DTSC) appropriate for the proposed new use of the site. All proposed groundbreaking activities within areas of identified or suspected contamination shall be conducted according to a site specific health and safety plan, prepared by a licensed professional in accordance with Cal/OHSA regulations (contained in Title 8 of the California Code of Regulations) and approved by SMCEH prior to the commencement of groundbreaking.	Prepare a Phase I site assessment. If assessment shows potential for hazardous releases, then a Phase II site assessment shall be conducted. Remediation shall be conducted according to standards of overseeing regulatory agency where previous hazardous releases have occurred. Groundbreaking activities where there is identified or suspected contamination shall be conducted according to a site-specific health and safety plan.	Prior to issuance of any grading or building permit for sites with groundbreaking activity.	Qualified environmental consulting firm and licensed professionals hired by project sponsor(s)	CDD- Tentative Compliance with submitted reports (1125 Merrill Street: Phase I Environmental Site Assessment prepared by AEI Consultants, dated December 19, 2017/ 506 Santa Cruz: Phase I Environmental Site Assessment prepared by Roux Associates, dated July 8, 2015, updated December 19, 2017/556 Santa Cruz: Phase 1 and Limited Phase II Environmental Site Assessment prepared by AEI Consultants, dated November 15, 2016, December 27,2016, updated December 17, 2017.)
Impact HAZ-3: Hazardous materials used on any individual site during construction activities (i.e., fuels, lubricants, solvents) could be released to the environment through improper handling or storage. (Potentially Significant)				
Mitigation Measure HAZ-3: All development and redevelopment shall require the use of construction Best Management Practices (BMPs) to control handling of hazardous materials during construction to minimize the potential negative effects from accidental release to groundwater and soils. For projects that disturb less than one acre, a list of BMPs to be implemented shall be part of building specifications and approved of by the City Building Department prior to issuance of a building permit.	Implement best management practices to reduce the release of hazardous materials during construction.	Prior to building permit issuance for sites disturbing less than one acre and on-going during construction for	Project sponsor(s) and contractor(s)	CDD
NOISE				

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Impact NOI-1: Construction activities associated with implementation of the Specific Plan would result in substantial temporary or periodic increases in ambient noise levels in the Specific Plan area above levels existing without the Specific Plan and in excess of standards established in the local general plan or noise ordinance, or				
Mitigation Measure NOI-1a: Construction contractors for subsequent development projects within the Specific Plan area shall utilize the best available noise control techniques (e.g., improved mufflers, equipment redesign, use of intake silencers, ducts, engine enclosures, and acoustically attenuating shields or shrouds, etc.) when within 400 feet of sensitive receptor locations. Prior to demolition, grading or building permit issuance, a construction noise control plan that identifies the best available noise control techniques to be implemented, shall be prepared by the construction contractor and submitted to the City for review and approval. The plan shall include, but not be limited to, the following noise control elements: * Impact tools (e.g., jack hammers, pavement breakers, and rock drills) used for construction shall be hydraulically or electrically powered wherever possible to avoid noise associated with compressed air exhaust from pneumatically powered tools. However, where use of pneumatic tools is unavoidable, an exhaust muffler on the compressed air exhaust shall be used; this muffler shall achieve lower noise levels from the exhaust by approximately 10 dBA. External jackets on the tools themselves shall be used where feasible in order to achieve a reduction of 5 dBA. Quieter procedures shall be used, such as drills rather than impact equipment, whenever feasible; * Stationary noise sources shall be located as far from adjacent receptors as possible and they shall be muffled and enclosed within temporary sheds, incorporate insulation barriers, or other measures to the extent feasible; and * When construction occurs near residents, affected parties within 400 feet of the construction area shall be notified of the construction schedule prior to demolition, grading or building permit issuance. Notices sent to residents shall include a project hotline where residents would be able to call and issue complaints. A Project Construction Complaint and Enforcement Manager shall be designated to receive complaints and notify the appropriate City staff of such complaints. Signs shall be posted at the construction site that include permitted construction days and hours, a day and evening contact number for the job site, and day and evening contact numbers, both for the construction contractor and City representative(s), in the event of problems.	A construction noise control plan shall be prepared and submitted to the City for review. Implement noise control techniques to reduce ambient noise levels.	Prior to demolition, grading or building permit issuance Measures shown on plans, construction documents and specification and ongoing through construction	Project sponsor(s) and contractor(s)	CDD

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure NOI-1c: The City shall condition approval of projects near receptors sensitive to construction noise, such as residences and schools, such that, in the event of a justified complaint regarding construction noise, the City would have the ability to require changes in the construction control noise plan to address complaints.	Condition projects such that if justified complaints from adjacent sensitive receptors are received, City may require changes in construction noise control plan.	Condition shown on plans, construction documents and specifications. When justified complaint received by City.	Project sponsor(s) and contractor(s) for revisions to construction noise control plan.	CDD
Impact NOI-3: The Specific Plan would introduce sensitive receptors to a noise environment with noise levels in excess of standards considered acceptable under the City of Menlo Park Municipal Code. (Potentially Significant)				
Mitigation Measure NOI-3: Interior noise exposure within homes proposed for the Specific Plan area shall be assessed by a qualified acoustical engineer to determine if sound rated walls and windows would be required to meet the Title 24 interior noise level standard of 45 dBA, Ldn. The results of each study shall be submitted to the City showing conceptual window and wall assemblies with Sound Transmission Class (STC) ratings necessary to achieve the noise reductions for the project to satisfy the interior noise criteria within the noise environment of the Plan area.	Interior noise exposure assessed by qualified acoustical engineer and results submitted to City showing conceptual window and wall assemblies necessary to meet City standards.	Simultaneous with submittal for a building permit.	Project sponsors(s) and contractor(s)	CDD - Tentatively Complete: (1125 Merrill Street: Noise Study and memo prepared by Charles Salter dated March 6, 2017, March 6, 2017 and June 5, 2017/506 Santa Cruz: Noise Study and memo prepared by Charles Salter dated March 3, 2017, and June 5, 2017/556 Santa Cruz: Noise Study and memo prepared by Charles Salter dated March 3, 2017, and June 5, 2017) Reports indicate standard can be met through construction.
Impact NOI-4: The Specific Plan would expose sensitive receptors to substantial levels of groundborne vibration. (Potentially Significant)				

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure NOI-4: Prior to project approval for development within 200 feet of the mainline track, a detailed vibration design study shall be completed by a qualified acoustical engineer to confirm the ground vibration levels and frequency content along the Caltrain tracks and to determine appropriate design to limit interior vibration levels to 75 VdB for residences and 78 VdB for other uses. If required, vibration isolation techniques could include supporting the new building foundations on elastomer pads similar to bridge bearing pads.	A qualified acoustical engineer to complete a vibration design study.	Simultaneous with submittal for a building permit (required only for 1125 Merrill Street and 506 Santa Cruz Avenue properties)	Qualified acoustical engineer retained by the project sponsor(s)	CDD - (Only applicable for 1125 Merrill and 506 Santa Cruz Avenue properties)
TRANSPORTATION, CIRCULATION AND PARKING				
Impact TR-1: Traffic from future development in the Plan area would adversely affect operation of area intersections. (Significant)				
Mitigation Measures TR-1a through TR-1d: (see EIR for details)	Payment of fair share funding.	Prior to building permit issuance.	Project sponsor(s)	PW/CDD
Impact TR-2: Traffic from future development in the Plan area would adversely affect operation of local roadway segments. (Significant)				
Mitigation Measure TR-2: New developments within the Specific Plan area, regardless of the amount of new traffic they would generate, are required to have in-place a City-approved Transportation Demand Management (TDM) program prior to project occupancy to mitigate impacts on roadway segments and intersections. TDM programs could include the following measures for site users (taken from the C/CAG CMP), as applicable: * Commute alternative information; * Bicycle storage facilities; * Showers and changing rooms; * Pedestrian and bicycle subsidies; * Operating dedicated shuttle service (or buying into a shuttle consortium); * Subsidizing transit tickets; * Preferential parking for carpoolers; * Provide child care services and convenience shopping within new developments; * Van pool programs; * Guaranteed ride home program for those who use alternative modes; * Parking cashout programs and discounts for persons who carpool, vanpool, bicycle or use public transit; * Imposing charges for parking rather than providing free parking; * Providing shuttles for customers and visitors; and/or * Car share programs.	Develop a Transportation Demand Management program.	Submit draft TDM program with building permit. City approval required before permit issuance. Implementation prior to project occupancy.	Project sponsor(s)	PW/CDD
Impact TR-7: Cumulative development, along with development in the Plan area, would adversely affect operation of local intersections. (Significant)				

El Camino Real/Downtown Mitigation Monitoring and Reporting Program				
Mitigation Measure	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measures TR-7a through TR-7n: (see EIR for details)	Payment of fair share funding.	Prior to building permit issuance.	Project sponsor(s)	PW/CDD
Impact TR-8: Cumulative development, along with development in the Plan area would adversely affect operation of local roadway segments. (Significant)				
Mitigation Measure TR-8: Implement TR-2 (TDM Program).	See Mitigation Measure TR-2.			

From: Pat White
To: Sandmeier, Corinna D
Subject: Proposed New Development at the corner of Merrill & Santa Cruz Ave.
Date: Monday, May 7, 2018 2:43:04 PM

I am a lifelong resident of the Menlo Park area. I was raised in the County area of Menlo Oaks. In fact, I have named my Menlo Park company, MENLO OAKS CAPITAL GROUP. I currently reside at 1294 Hoover St., in Menlo Park Proper. I have resided in the downtown area since April of 1987, when I purchased a home on Santa Cruz Ave.

I am writing to express my like for the proposed development. It will be a complement to the downtown area. I am particularly impressed with its location, across the street from the existing train station and close to Keplers/Boronne's restaurant.

I ask the Planning commission to OK this plan as it is drawn.

Sincerely,

Patrick E. White

From:	Laura Pitchford
To:	Sandmeier, Corinna D
Subject:	** 506, 556 Santa Cruz Avenue and 1125 Merrill Street project
Date:	Wednesday, May 9, 2018 11:21:13 AM
Importance:	Low

Dear Ms. Sandmeier,

My name is Laura Pitchford and I am the manager of 1075 Curtis Investment Company, the owner of the property at 1075 Curts Street, Menlo Park. I have had the opportunity to review the plans for the project reference above. The project is well thought out and will certainly add to the vibrancy and beautification of the Menlo Park Train Station area of the City. It will be a draw for commuters and residents alike. Thank you for your attention in this matter.

Laura Pitchford, Manager of 1075 Curtis Investment Company
75 Winchester Drive
Atherton, CA 94027

(650) 766-3076

STAFF REPORT

Planning Commission
Meeting Date: **5/14/2018**
Staff Report Number: **18-051-PC**

Regular Business: **Consideration of General Plan Consistency for the 2018-19 Projects of the Five-Year Capital Improvement Plan**

Recommendation

Staff recommends that the Planning Commission adopt Resolution No. 2018-01 determining that the Five-Year Capital Improvement Plan's projects for Fiscal Year (FY) 2018-19 are consistent with the General Plan (Attachment A).

Policy Issues

State law (Government Code Section 65401) requires the City planning agency (Planning Commission) to review the City's Capital Improvement Plan (CIP) and determine whether the projects are consistent with the City's General Plan.

Background

The 5-Year CIP provides a link between the City's General Plan and various master planning documents and budgets, providing a means for planning, scheduling, and implementing capital and comprehensive planning projects. The plan includes long-range projects as well as near-term projects that will be budgeted in the upcoming fiscal year.

Although the 5-Year CIP includes projects in upcoming fiscal years, the Planning Commission is being asked to determine General Plan consistency for only the FY 2018-19 projects at this time. The Planning Commission will have opportunities to review the CIP and determine consistency each year.

On June 5, 2018, the City Council will review the 5-Year CIP and projects planned for FY 2018-19 that are included in the City Manager's Proposed 2018-19 Budget. Preceding this, the City will hold a public workshop on the Budget on May 29, 2018.

Analysis

Staff has identified the General Plan goal and/or policy that most directly pertains to each project. Overall, staff finds that the proposed projects do not directly or indirectly conflict with the General Plan goals and policies.

The project descriptions and General Plan reference for each can be found as Exhibit A, attached to the

proposed Resolution 2018-01.

Impact on City Resources

CIP projects require an allocation of staff time and funds to support community engagement, design and construction, which will occur as a part of the annual budget adoption process.

Environmental Review

The potential environmental impacts associated with the FY 2018-19 projects in 5-Year CIP will be considered for each individual project as part of its implementation.

Public Notice

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

Attachments

A. Draft Resolution of the Planning Commission Determining that the 5-Year Capital Improvement Plan's Fiscal Year 2018-19 Projects re Consistent with the General Plan
    I. Exhibit A: City of Menlo Park 5-Year CIP - Projects for Consideration in Fiscal Year 2018-19

Exhibits to Be Provided at Meeting

None

Report prepared by:
Azalea Mitch, City Engineer

Reviewed by:
Justin Murphy, Public Works Director

DRAFT RESOLUTION NO. 2018-01

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK DETERMINING THAT THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN'S FISCAL YEAR 2018-19 PROJECTS ARE CONSISTENT WITH THE GENERAL PLAN

WHEREAS, the Planning Commission of the City of Menlo Park has reviewed the Fiscal Year 2018-19 projects of the Five-Year Capital Improvement Plan (CIP); and

WHEREAS, the Planning Commission has held a public meeting on this subject on May 14, 2018, having provided public notification by publishing the agenda in accordance with the Brown Act and related procedures; and

WHEREAS, the Planning Commission of the City of Menlo Park has determined that all of the current CIP projects correlate with adopted goals of the City's General Plan, as shown in the attached Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Menlo Park hereby determines that the Five-Year Capital Improvement Plan's Fiscal Year 2018-19 projects are consistent with the General Plan.

I, Mark Muenzer, do hereby certify that the above and foregoing Resolution was duly and regularly passed and adopted by a majority of the total voting members of the Planning Commission of the City of Menlo Park at a meeting held by said Commission on the 14th day of May, 2018, by the following vote:

AYES:	Commissioners:
NOES:	Commissioners:
ABSTAIN:	Commissioners:
ABSENT:	Commissioners:

I further certify that the foregoing copy is a true and correct copy of the original of said resolution on file in the office of the Community Development Department, City Hall, Menlo Park, California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City this 14 day of May, 2018.

_____

Mark Muenzer
Community Development Director
City of Menlo Park

Project Name	Project Description
General Plan Reference: Downtown / El Camino Real Goal LU-5 Strengthen Downtown and the El Camino Real Corridor as a vital, competitive shopping area and center for community gathering, while encouraging preservation and enhancement of Downtown's atmosphere and character as well as creativity in development along El Camino Real.	
Downtown Parking Utility Underground	This project would initiate an utility undregrounding district in the downtownarea. An undergrounding district would provide framework to place overhead electrical and communication lines underground, which is consitent with the policy direction provided in the El Camino Real/Downtown Specific Plan and would be necessary for a potential future parking structure downtown.
General Plan Reference: Open Space Goal LU-6 Preserve open-space lands for recreation; protect natural resources and air and water quality; and protect and enhance scenic qualities.	
Park Improvements (Minor)	This ongoing project consists of the implementation of minor improvements under $100,000 intended to extend the useful life of systems, infrastructure and equipment in the City's parks. This program does not provide for the replacement or significant renovation of the City's park facilities.
Park Pathways Repairs	The project replaces damaged pathways at Sharon, Nealon, and Standford Hills parks.
Parks and Recreation Master Plan Update	This project updates the 1999 Parks and Recreation Master Plan and involves community engagement activities to seek input on park and recreational uses and demands. The master plan will result in the development of recommended capital and operating improvements and will establish priorities for a potential third phase of Measure T bond funds.
Park Playground Equipment	This project addresses playground improvements prioritized in a 2015 comprehensive Playground Safety Inspection Report, beginning with Nealon Park, Burgess Park and Willow Oaks Park. In addition to meeting updated California Safety Standards, the new playgrounds may incorporate theme-based educational and interactive components.
Willow Oaks Park Improvements	This project involves the design and construction of a restroom facility at Willow Oaks Park and improvements to the Dog Park to address community needs associated with park users.
General Plan Reference: Sustainable Services Goal LU-7 Promote the implementation and maintenance of sustainable development, facilities and services to meet the needs of Menlo Park's residents, businesses, workers, and visitors.	
Aquatic Center Maintenance	This ongoing project consists of the implementation of minor improvements under $100,000 intended to extend the useful life of systems, infrastructure and equipment at the Burgess and Belle Haven pools. This program does not provide for the replacement or significant renovation of the City's pools.
Automated Water Meter Reading	This project involves the installation of a radio based communication system to enable Menlo Park Municipal Water to read water meters automatically rather than manually. With this upgrade, the accuracy of meter reads would be improved, resulting in the timely detection of water leaks, reduction of water loss and improved customer service.
Bedwell Bayfront Park Gas and Leachate Collection Systems Repair	This project improves existing gas collection and leachate systems serving the former landfill at Bedwell Bayfront Park and includes several phases. Replacing gas extraction wells and installing a new leachate pumping system to comply with best management practices are included to increase methane capture and reduce greenhouse gas emissions.
Belle Haven Youth Center Improvements	This project involves assessing potential building improvements to house the Belle Haven Youth Center program.
City Buildings (Minor)	This ongoing project consists of the implementation of improvements that extend the useful life of systems and equipment in all City buildings. This project does not provide for the replacement or significant renovation of City facilities.
City Buildings HVAC Modifications	This project modifies the heating, ventilation and air conditioning (HVAC) systems in the Arrillaga Family Recreation Center and the Police Department to address system deficiencies. At the Recreation Center, the project will evaluate and implement options for addressing temperature fluctuations and equipment failure. At the Police Department, the project focuses on improving the design of the HVAC system that serves the dispatch area.

Project Name	Project Description
General Plan Reference: Sustainable Services Goal LU-7 (Continued) Promote the implementation and maintenance of sustainable development, facilities and services to meet the needs of Menlo Park's residents, businesses, workers, and visitors.	
Climate Action Plan Implementation	The City first adopted a Climate Action Plan in 2009, and in 2013, the City set a greenhouse gas reduction target of 27 percent from 2005 levels by 2020. Annually, the City completes a greenhouse gas inventory and adopts a five-year climate action plan strategy to assess progress toward the GHG reduction target. The purpose of this project is to provide an annual funding source to continue implementation of the CAP programs and strategies. This year funding will be utilized for EV chargers preliminary work.
Emergency Water Storage / Supply	This project involves the development of up to three emergency standby wells to provide a secondary water supply in Menlo Park Municipal Water's lower zone service area. An emergency water supply would be needed in the event of an outage of the Hetch Hetchy system.
Fire Plans and Equipment Replacement for City Buildings	The project consists of the replacement of fire panels, alarms, strobe lights and associated equipment in the Council Chambers, Library and Onetta Harris Community Center. The existing systems are outdated and starting to trigger false alarms.
Furniture Replacement	The project replaces furniture that is over 20 years old which requires regular repair and cleaning due to heavy use.
Green Infrastructure Plan	As part of the current Municipal Regional Stormwater Permit, the City is required to develop a Green Infrastructure (GI) Plan that identifies areas throughout the watershed where storm runoff can be treated to improve water quality. The study will require an evaluation of the land uses in the watershed and a recommendation of GI infrastructure required to reduce the levels of mercury and polychlorinated biphenyls (PCBs) entering San Francisco bay. The plan is to be finalized and submitted to the State for approval in 2019.
Information Technology Master Plan and Implmentation	This project includes updated technology for various critical and enhanced services including the financial system, web services, graphical information services and other systems within the City. The first phase includes an assessment of the existing technology tools in use within the organization, evaluates the need for replacement, and develops recommendations on the best replacements in priority order. Working with a consultant and a representative City Committee to enable a knowledgeable evaluation and avoid disruption caused by failures to the aging systems, the second phase includes implementation of the approved master plan. Additional funding may be necessary once the master plan is completed.
Reservoir No. 2 Roof Replacement	The project involves the replacement of the roof on Reservoir 2, which is deteriorating and at the end of its life expectancy. The replacement would ensure continued public health protection and system reliability.
Sea Level Rise Resiliency Plan	The Sea Level Rise Resiliency Plan develops the framework to help prepare the community for potential adverse impacts related to rising seas associated with climate change. The Plan will use the findings from San Mateo County's Sea Level Rise Vulnerability Assessment and assess existing hazards and future risks to develop a vulnerability assessment of the City's existing infrastructure. Adaptation strategies will be developed and will incorporate regional efforts, such as the SAFER Bay project. The findings will be integrated with the City's Local Hazard Mitigation Plan, capital improvement projects and other documents.
Stormwater Master Plan	The Stormwater Master Plan evaluates the condition of the City's Stormwater system and identifies the capital improvements necessary to address surface water collection, operations, maintenance, treatment and storage requirements. The plan includes a hydraulic evaluation of the City's storm drain network, infrastructure assessment, identifies water quality requirements, recommends planning level costs for the improvements and integrates the City's Green Infrastructure policies. The planning period for the master plan will be 25 years.
Tennis Court Maintenance	This program is ongoing and focuses on the implementation of adequate maintenance practices to extend the useful life of the City's fifteen tennis courts. The program follows a maintenance schedule that includes the full reconstruction of every court every twelve years. Interim maintenance work includes crack repair and court resurfacing.
Water Main Replacement	This project is ongoing and focuses on the design and replacement of the City's aging water supply system to ensure continued public health protection and system reliability. Using a condition assessment based on pipe age, material, size and hazards, sections of the water system that are most vulnerable to failure are selected for replacement.

Project Name	Project Description
General Plan Reference: Sustainable Services Goal LU-7 (Continued) Promote the implementation and maintenance of sustainable development, facilities and services to meet the needs of Menlo Park's residents, businesses, workers, and visitors.	
Welcome to Menlo Park Monument Signs	The project involves the design of "Welcome to Menlo Park" signs at approximately five key locations entering Menlo Park to further the City's brand as a desirable place to live, work and play. The proposed locations would include Sand Hill Road, Marsh Road, Willow Road, and both north and south ends of El Camino Real. The monument signs will meet the City's branding standards and comply with applicable Caltrans permitting requirements.
General Plan Reference: Safe Transportation System Goal CIRC-1 Provide and maintain a safe, efficient, attractive, user-friendly circulation system that promotes a healthy, safe, and active community and quality of life throughout Menlo Park.	
Menlo Park Bicycle and Pedestrian Enhancement	This project will construct a number of bicycle and pedestrian enhancements in the City, including sidewalk construction on Pierce Road between Ringwood Avenue and Carlton Avenue, bicycle route improvements on San Mateo Drive including crossing enhancements at Middle Avenue, crossing enhancements at Middle Avenue/Blake Street, and sidewalk construction at Coleman Avenue and Santa Monica Avenue.
Middle Avenue Caltrain Crossing Study, Design and Construction	This project would provide a grade-separated crossing through the Caltrain railway to create a pedestrian/bicycle connection near Middle Avenue, between Alma Street near Burgess Park and El Camino Real at the proposed open space plaza as identified in the El Camino Real/Downtown Specific Plan. The project will develop preliminary design alternatives, seek community feedback around a preferred alternative and complete environmental clearance.
Traffic Signal Modifications	This annual project provides funds to upgrade City traffic signals. Funds would be used to replace equipment nearing the end of its useful life, enhance signal phasing and timing, and upgrade existing signals to current standards. The funds provided will generally allow a complete upgrade of a single intersection or upgrades to components of approximately three signals per year. Projects will be prioritized for implementation through the Transportation Master Plan.
Transportation Projects (Minor)	This annual project supports small transportation projects such as minor crosswalk enhancements, bicycle lane gap closures, traffic signal modifications and sign/striping installations and restores routine maintenance levels for more timely response to resident complaints. Projects will be prioritized for implementation through the Transportation Master Plan. Funding will help address issues identified through initiation of the safe routes to school program.
General Plan Reference: Safe Transportation System Goal CIRC-1 (Continued) Provide and maintain a safe, efficient, attractive, user-friendly circulation system that promotes a healthy, safe, and active community and quality of life throughout Menlo Park.	
Street Resurfacing	This ongoing project includes the detailed design and selection of streets to be resurfaced throughout the City during the fiscal year and utilizes a Pavement Management System to assess the condition of existing streets and assist in the selection process. This project enhances the City's roadway network and improves safety.
General Plan Reference: Complete Streets Goal CIRC-2 Increase accessibility for and use of streets by pedestrians, bicyclists, and transit riders.	
Sidewalk Repair Program	This ongoing project consists of removing hazardous sidewalk offsets and replacing sidewalk sections that have been damaged by City tree roots in order to eliminate trip hazards.

STAFF REPORT

Planning Commission
Meeting Date: **5/14/2018**
Staff Report Number: **18-052-PC**

Regular Business: **Nominate and recommend a commissioner to serve on the Heritage Tree Ordinance Taskforce**

Recommendation

Staff recommends that the Planning Commission nominate and recommend to City Council a commissioner to serve on the Heritage Tree Ordinance Taskforce.

Policy Issues

The heritage tree ordinance update was included on the 2017 City Council Work Plan (No. 8) and remains a priority for the 2018 Work Plan. The City Council has previously formed taskforces and subcommittees on specialized topics to provide the community with focused opportunities to offer input on a policy question of significance. The community taskforce will be a Brown Act body with a specific scope that disbands after the project is complete, and all meetings of the taskforce would be open to the public and noticed at least 72 hours before the meeting.

Background

In 1979, the City's first heritage tree ordinance was adopted. The heritage tree ordinance governs trees growing on private property with the primary goal of ensuring a significant and thriving population of large, healthy trees in Menlo Park. The ordinance protects heritage trees by regulating their removal and heavy pruning through a permit process administered by multiple departments. It also specifies penalties for violation of the ordinance, and establishes an appeals process for the permit applicant or community if there is disagreement on the permitting decision.

Amendments to the ordinance have been made on five occasions with the last occurring in 2006. The amendments ranged from adjustments to the definition of heritage trees (e.g. reduction in minimum diameter requirements) to expansion of the appeals process. Over the last several years, concerns have arisen with development-related appeals, unpermitted removals and enforcement of tree replacements. As a result, the City Council and the Planning Commission (EQC) included updating the heritage tree ordinance as part of their 2017 and 2018 work plans.

The City Council selected California Tree and Landscape Consulting, Inc. (CalTLC) to review and update the heritage tree ordinance.

On May 8, 2018, the City Council authorized formation of a taskforce to partner with staff throughout the review and update of the ordinance, and gather various stakeholders around the table to balance the discussion of property rights and overall community value of heritage trees. The City Council has requested that the Plan7ning Commission nominate and recommend a commissioner to serve on the taskforce. The City Council is tentatively scheduled to appoint taskforce members at their June 19, 2018 meeting. The first taskforce meeting would occur on June 26, 2018 at 6 pm.

Analysis

The desired outcome of the ordinance update is to ensure a significant and thriving population of large healthy trees in Menlo Park for public enjoyment and environmental sustainability while balancing property rights and implementation efficiency. The ordinance update will evaluate current issues and successes related to the ordinance and explore options based on evidence and best practices from other communities to achieve the desired outcome.

Some initial areas being examined for enhancement are:

- Definition of a heritage tree
- Permit procedure for protection, heavy pruning, and removal
- Specification of penalties for violation and enforcement mechanisms
- Replacement and mitigation procedures for removals (replacement ratios, identifying appropriate species)
- Role of city staff, city commissions, and City Council in permit and appeal process

The heritage tree ordinance review and update is estimated to be completed by winter 2019. Below is a summary of the project schedule. Attachment A provides a high level summary of the project scope, activities, and project team.

Table 1: Tentative project schedule

Activity	Duration
Project planning	February to April 2018
Community task force formation and first meeting	March to July 2018
Research and evidence gathering of Menlo Park data and other communities' best practices and policies	June to November 2018
Complete policy options analysis	November 2018 to February 2019
Taskforce, EQC and Planning Commission (PC) review and develop recommendation of preferred option	February to April 2019
City Council study session to select preferred option	**May 2019**
Draft heritage tree ordinance amendments	July to September 2019
Communitywide engagement	July to October 2019
Taskforce, EQC and PC review and develop recommendation on final heritage tree ordinance amendments	October 2019
City Council first reading/introduction and second reading/adoption of ordinance	**November to December 2019**
Implementation rollout and development of standard operating procedures to implement the amendments	January to July 2020
Monitoring and evaluation	TBD

Scope of the Heritage Tree Ordinance Taskforce

The main deliverable from the taskforce will be to develop a recommendation to City Council on a preferred option for the heritage tree ordinance update by summer 2019, and make a final recommendation on the draft ordinance by winter 2019.

Attachment B provides the City Council's general direction to the taskforce, scope of duties, and roles and responsibilities. Attendance at all meetings is required, and have been prescheduled as shown in Attachment B and Table 2. The first meeting would occur on ***June 26, 2018 at 6 pm.*** Taskforce meetings will be held at one of the city buildings at the 701 Laurel Street campus.

The commissioner that is nominated will be asked to complete the same application as all potential members of the taskforce so the City Council can have equal information. The applications will be posted on the City's website and distributed to the City Council. The appointments are tentatively scheduled for June 19, 2018.

If the commission is not interested in having a representative on the committee, City Council could consider either decreasing the membership or converting a commission slot to an at-large slot. However, given the community and City Council concerns from development related heritage tree permits and appeal processes, the entire commission will still be involved regularly for input if a commissioner is not selected. For example, there have been instances where planning permit projects have been placed on hold, delayed, redesigned, or denied from a heritage tree appeal being filed ***after*** the planning permit has been granted and the applicant has invested a significant amount of resources. This will require commission input to find alternative ways forward.

The taskforce is tentatively scheduled to be appointed by the City Council on June 19, 2018. The taskforce will consist of no fewer than seven (7) members, and would not exceed 12 members. The taskforce will aim to represent a balanced mix of community stakeholders, which may include, but is not limited to:

- City Council representative
- Environmental Quality Commission representative
- Planning Commission representative
- Residents and homeowners
- Ecologists/ wildlife biologists/ naturalists
- Nonprofit environmental organizations
- Private arborists
- Property managers
- Real estate agents
- Developers
- Architects
- Landscape architects
- Other

The term for the taskforce is expected to end December 2019. The taskforce will be expected to attend (at minimum) 10 meetings on the following dates in Table 2, on the following page.

Table 2: Tentative Schedule Heritage Tree Ordinance Update Community Task Force Meetings		
Meeting No.	**Date and Time**	**Meeting Purpose**
1	**June 26, 2018** 6 pm to 9 pm	• Introduction and discussion of taskforce roles and responsibilities • Urban forestry education presentation • Review and discuss progress to-date and scope being considered for policy options analysis
2	**August 25, 2018** 6 pm to 9 pm	• Brief urban forestry education presentation • Brainstorm on criteria to weigh policy options • Start to review best practices by subject (e.g. enforcement, heritage tree definition, etc.) and discuss what practices should be considered in the options analysis
3	**September 13, 2018** 6 pm to 9 pm	• Brief urban forestry education presentation • Finalize criteria to weigh options • Continued discussion on best practices by subject
4	**October 7, 2018** 6 pm to 9 pm	• Brief urban forestry education presentation • Continued discussion on best practices by subject to incorporate in policy options analysis • Discussion of policy options to be and/or under consideration for analysis • Discuss initial outline for policy options analysis
5	**February 13, 2019** 6 pm to 9 pm	• Review and discuss draft policy options analysis • Discuss recommendation to City Council
6	**March 13, 2019** 6 pm to 9 pm	• Review and discuss draft policy options analysis • Discuss recommendation to City Council
7	**April 10, 2019** 6 pm to 9 pm	• Finalize recommendation to City Council on preferred option for May 2019 Council meeting
8	**June 12, 2019** 6 pm to 9 pm	• Placeholder if City Council provides a different direction to the taskforce or additional work needs to be done
9	**September 12, 2019** 6 pm to 9 pm	• Placeholder in the event that additional work needs to be done • Discuss feedback from communitywide engagement process
10	**October 10, 2019** 6 pm to 9 pm	• Discuss feedback from communitywide engagement process • Finalize recommendation to City Council based on communitywide engagement and feedback

**Additional meetings if deemed necessary by the project team*

Impact on City Resources

The project is a funded General Fund Capital Improvement project. No additional appropriations are requested.

Public Notice

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

Attachments

A. Heritage Tree Ordinance Update Project summary
B. Heritage Tree Ordinance Taskforce Scope
C. Heritage Tree Ordinance

Report prepared by:
Rebecca Lucky, Sustainability Manager

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HERITAGE TREE ORDINANCE UPDATE

City of Menlo Park
701 Laurel St., Menlo Park, CA 94025
Rebecca Lucky, Sustainability Manager
tel 650-330-6765
email rllucky@menlopark.org

Project Summary

The City of Menlo Park is in the process of updating the Heritage Tree Ordinance. Over the past several years, concerns have arisen with development-related appeals, unpermitted removals, and enforcement of tree replacements. As a result, the City Council included reviewing and updating the Heritage Tree Ordinance as part of their 2017 and 2018 work plans. The project is being led by the Sustainability Division of the City Manager's Office, and includes collaboration across various city departments and community stakeholders.

The desired outcome of the ordinance update is to ensure a significant and thriving population of large healthy trees in Menlo Park for public enjoyment and environmental sustainability while balancing property rights and implementation efficiency. The ordinance update will evaluate current issues and successes related to the ordinance and explore options based on evidence and best practices from other communities to achieve the desired outcome.

Some initial areas being examined for enhancement are:

- Definition of a heritage tree
- Permit procedure for protection, heavy pruning, and removal
- Specification of penalties for violation and enforcement mechanisms
- Replacement and mitigation procedures for removals (replacement ratios, identifying appropriate species)
- Purview of City staff, City commissions, and City Council in permit and appeal process

Key Project Activities and Timeline

Activity No. 1- Project Planning (February 2018 to July 2018)

- Project plan and schedule with consultant
- Formation of a community taskforce
- Data and evidence collection (Menlo Park and other communities)

Activity No. 2: Policy Options Analysis (August 2018 to Spring 2019)

- Complete policy options analysis
- Review and recommendation by taskforce and applicable commissions
- City Council study session on preferred option

Activity No. 3: Draft Ordinance and Community Engagement (Summer 2019 to Fall 2019)

- Refine preferred option and draft ordinance update
- Community wide engagement of draft ordinance
- Final policy review and recommendation by taskforce and applicable commissions
- City Council adoption

Activity No. 4: Implementation Roll-out (January to July 2020)

- Implementation plan, education materials, revisions to standard operating procedures and forms

Related Existing Policies, Programs, Future Projects

Urban Forest Master Plan, Climate Action Plan

Key People

Interdepartmental and community engagement throughout this process is vital to the meaningful update and the successful implementation of this ordinance. An initial assessment of the project has identified the following key people to assist in moving this project forward.

Project Team:	Internal Stakeholders:	Community Task Force:
Rebecca Lucky, Sustainability Manager, Project Lead **Candise Almendral**, Project contractor **Christian Bonner**, City Arborist **Deanne Ecklund**, Contract Arborist **Thomas Rogers**, Principal Planner **Ivan Toews,** Engineering Technician I	**Ron LaFrance**, Assistant Community Development Director **Street Tree Maintenance Team** **Brian Henry**, Public Works Superintendent **Whitney Loy**, Senior Engineering Technician **City Attorney**	**To be determined** **7 to 12 members appointed by City Council**

Heritage Tree Ordinance Review and Update
Community Task Force Scope

Summary: The heritage tree ordinance governs trees growing on private property. Over the past several years, concerns have arisen with development related heritage tree appeals, unpermitted removals, and enforcement of tree replacements. As a result, the City Council included reviewing the heritage tree ordinance for potential amendments as part of their 2017 and 2018 work plans.

The desired outcome of the heritage tree ordinance review and update is to ensure a significant and thriving population of large healthy trees in Menlo Park for public enjoyment and environmental sustainability while balancing property rights and implementation efficiency. The ordinance update will evaluate current issues and successes related to the ordinance and explore options based on best practices from other communities to achieve the desired outcome.

The City Council has authorized creation of a community taskforce to fill an essential role in the heritage tree ordinance update. This document provides general direction to the taskforce, scope of duties, and roles and responsibilities.

General Direction: The taskforce will function as a *collaborative* engagement process. This means that the taskforce will be a *partner* in each aspect of the heritage tree ordinance update, such as development of alternatives and choice of the preferred option. Working in partnership with the consultant team and staff, the taskforce will ensure that diverse interests and concerns are discussed and worked through to find middle ground solutions to meet the desired outcome described above. Staff will look to the taskforce for advice and innovation in formulating solutions and options, and incorporate taskforce advice and recommendations into decisions to the maximum extent possible.

Key Roles and Responsibilities of the Taskforce:

- *Attend all meetings (see attached schedule)*
- Work in partnership with staff and other members of the taskforce while advocating for their particular interest
- Manage conflict by listening to differing values, concerns and experiences, and work through them to find and propose middle ground solutions
- Review the background materials in advance of meetings if provided
- Recommend to staff a list of criteria to weigh options against
- Review best practices provided by consultant and recommend to staff practices that could address existing issues with or enhance the ordinance in Menlo Park
- Review and discuss policy options to make a final recommendation to City Council
- *Develop a recommendation to the City Council on the preferred option for the heritage tree ordinance by summer 2019 and final recommendation by winter 2019*
- Assist with communitywide engagement once City Council has selected a preferred option
    - This will be a *consult* type of community engagement where information about the draft ordinance (preferred option) is provided communitywide, and any member of the public can provide feedback that *may* influence the final recommendation and decision

Key Roles and Responsibilities of City Staff:

- Work in partnership with the taskforce to develop a staff recommendation on a preferred option to City Council
- Provide advice and research to the taskforce
- Track input and provide feedback on results of the taskforce to the City Council
- Serve as information-givers, using technical expertise and professional experience to describe options as well as their pros and cons, benefits, and implications in order for the taskforce to formulate a recommendation to the City Council
- Develop a policy options analysis based on input from the taskforce
- Draft an ordinance update based on City Council's selection of a preferred option
- Conduct communitywide engagement of the draft ordinance (preferred option) before formal adoption by the City Council
- Implement the draft ordinance

Key Roles and Responsibilities of the City Council:

- Provide, guide, and clarify policy and scope direction to the taskforce and staff during the heritage tree update process
- Consider the recommendations put forward by staff and the taskforce
- Decide which option to pursue for wider community engagement
- Decide on which (if any) amendments will be made to the heritage tree ordinance

Givens (non-negotiable):

- The City Council is the decision maker on all changes to City ordinances and policies
- The taskforce's role is to make recommendations to City Council
- Staff and taskforce recommendations to City Council could differ entirely or on specific subject matter within the Heritage Tree Ordinance, but staff and taskforce will practice due diligence to reach agreement to the maximum extent possible
- The taskforce will operate under the Brown Act using Robert's Rules of Order and the City of Menlo Park Guide for Advisory Bodies
- The options analysis will be evidence-based, meaning that any options explored or considered will be based on quantitative and/or qualitative data from within the City of Menlo Park, other communities, or other credible sources
- Preferred option must be implementable, efficient and cost effective
- Preferred option must meet legal requirements for balancing property rights with community values
- The safety of the public will be maintained through evidence based data

Tentative Schedule Heritage Tree Ordinance Update Community Task Force Meetings		
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**Additional meetings if deemed necessary by the project team*

Chapter 13.24

HERITAGE TREES

Sections:

13.24.010 Intent and purpose.
13.24.020 Heritage tree defined.
13.24.025 Maintenance and preservation of heritage trees.
13.24.030 Removal and major pruning of heritage trees prohibited.
13.24.040 Permits.
13.24.060 Appeals.
13.24.070 Enforcement--Remedies for violation.

13.24.010 Intent and purpose.

This chapter is adopted because the city has been forested by stands of oak, bay and other trees, the preservation of which is necessary for the health and welfare of the citizens of this city in order to preserve the scenic beauty and historical value of trees, prevent erosion of topsoil and sedimentation in waterways, protect against flood hazards and landslides, counteract the pollutants in the air, maintain the climatic balance and decrease wind velocities. It is the intent of this chapter to establish regulations for the removal of heritage trees within the city in order to retain as many trees as possible consistent with the purpose of this chapter and the reasonable economic enjoyment of private property.
(Ord. 928 § 1 (part), 2004).

13.24.020 Heritage tree defined.

As used in this chapter "heritage tree" means:

(1) A tree or group of trees of historical significance, special character or community benefit, specifically designated by resolution of the city council;

(2) 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. Trees with more than one trunk shall be measured at the point where the trunks divide, with the exception of trees that are under twelve (12) feet in height, which will be exempt from this section.

(3) 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. Trees with more than one trunk shall be measured at the point where the trunks divide, with the exception of trees that are under twelve (12) feet in height, which will be exempt from this section.
(Ord. 928 § 1 (part), 2004).

13.24.025 Maintenance and preservation of heritage trees.

Any person who owns, controls, has custody or possession of any real property within the city shall use reasonable efforts to maintain and preserve all heritage trees located thereon in a state of good health pursuant

to the provisions of this chapter. Failure to do so shall constitute a violation of this chapter. Any person who conducts any grading, excavation, demolition or construction activity on property shall do so in such a manner as to not threaten the health or viability or cause the removal of any heritage tree. Any work performed within an area ten (10) times the diameter of the tree (i.e., the tree protection zone) shall require submittal of a tree protection plan for review and approval by the director of community development or his or her designee prior to issuance of any permit for grading or construction. The tree protection plan shall be prepared by a certified arborist and shall address issues related to protective fencing and protective techniques to minimize impacts associated with grading, excavation, demolition and construction. The director of community development or his or her designee may impose conditions on any city permit to assure compliance with this section. (Ord. 928 § 1 (part), 2004).

13.24.030 Removal and major pruning of heritage trees prohibited.

It is unlawful for any person to remove, or cause to be removed any heritage tree from any parcel of property in the city, or prune more than one-fourth of the branches or roots within a twelve (12) month period, without obtaining a permit; provided, that in case of emergency, when a tree is imminently hazardous or dangerous to life or property, it may be removed by order of the police chief, fire chief, the director of public works or their respective designees. Any person who vandalizes, grievously mutilates, destroys or unbalances a heritage tree without a permit or beyond the scope of an approved permit shall be in violation of this chapter. (Ord. 928 § 1 (part), 2004).

13.24.040 Permits.

Any person desiring to remove one or more heritage trees or perform major pruning as described in Section 13.24.030 shall apply for a permit pursuant to procedures established by the director of public works and shall pay a fee established by the city council. It is the joint responsibility of the property owner and party removing the heritage tree or trees, or portions thereof to obtain the permit. The director of public works or his or her designee may only issue a permit for the removal or major pruning of a heritage tree if he or she determines there is good cause for such action. In determining whether there is good cause, the director of public works or his or her designee shall give consideration to the following:

(1) The condition of the tree or trees with respect to disease, danger of falling, proximity to existing or proposed structures and interference with utility services;

(2) The necessity to remove the tree or trees in order to construct proposed improvements to the property;

(3) The topography of the land and the effect of the removal of the tree on erosion, soil retention and diversion or increased flow of surface waters;

(4) The long-term value of the species under consideration, particularly lifespan and growth rate;

(5) The ecological value of the tree or group of trees, such as food, nesting, habitat, protection and shade for wildlife or other plant species;

(6) The number, size, species, age distribution and location of existing trees in the area and the effect

the removal would have upon shade, privacy impact and scenic beauty;

(7) The number of trees the particular parcel can adequately support according to good arboricultural practices;

(8) The availability of reasonable and feasible alternatives that would allow for the preservation of the tree(s).

(Ord. 928 § 1 (part), 2004).

13.24.060 Appeals.

Any Menlo Park resident or property owner may appeal the decision of the director of public works or his or her designee to the environmental quality commission in writing within fifteen (15) days after his or her decision. Such a request shall be submitted to the city clerk and it shall state the reasons for the appeal. The matter will be reviewed by the commission at its earliest opportunity. Any Menlo Park resident or property owner may appeal the decision of the environmental quality commission to the city council in writing within fifteen (15) days after the decision of the commission. Such a request shall be submitted to the city clerk and it shall state the reasons for the appeal. The matter will be reviewed by the city council at its earliest opportunity. A permit shall not be issued until all appeals are completed and/or the time for filing an appeal has expired. (Ord. 928 § 1 (part), 2004).

13.24.070 Enforcement--Remedies for violation.

In addition to all other remedies set forth in this code or otherwise provided by law, the following remedies shall be available to the city for violation of this chapter:

(1) If a violation occurs during development, the city may issue a stop work order suspending and prohibiting further activity on the property pursuant to the grading, demolition, and/or building permit(s) (including construction, inspection and issuance of certificates of occupancy) until a mitigation plan has been filed with and approved by the director of community development or his or her designee, agreed to in writing by the property owner(s), and either implemented or guaranteed by the posting of adequate security. The mitigation plan shall include measures for protection of any remaining trees on the property, and shall provide for replacement of each tree removed or heavily damaged on the property or at locations approved by the director of community development or his or her designee and by the director of public works, if replacement is to occur on public property. The replacement ratio shall be determined by the director of community development or his or her designee and shall be at a greater ratio than that required where tree removal is permitted pursuant to the provisions of this chapter.

(2) If a violation occurs in the absence of development, or while an application for a building permit or discretionary development approval for the lot upon which the tree is located is pending, the director of community development or his or her designee may issue a temporary moratorium on development of the subject property, not to exceed eighteen (18) months from the date the violation occurred. The purpose of the moratorium is to provide the city an opportunity to study and determine appropriate mitigation measures for the tree removal, and to ensure measures are incorporated into any future development approvals for the property. Mitigation measures as

determined by the director of community development or his or her designee shall be imposed as a condition of any subsequent permits for development on the subject property.

(3) As part of a civil action brought by the city, a court may assess against any person who commits, allows, or maintains a violation of any provision of this chapter a civil penalty in an amount not to exceed five thousand dollars ($5,000.00) per violation. Where the violation has resulted in removal of a tree, the civil penalty shall be in an amount not to exceed five thousand dollars ($5,000.00) per tree unlawfully removed, or the replacement value of each such tree, whichever amount is higher. Such amount shall be payable to the city. Replacement value for the purposes of this section shall be determined utilizing the most recent edition of the Guide for Plant Appraisal, published by the Council of Tree and Landscape Appraisers. Regarding injunctive relief, a civil action may be commenced to abate, enjoin, or otherwise compel the cessation of such violation. In any civil action brought pursuant to this chapter in which the city prevails, the court shall award to the city all costs of investigation and preparation for trial, the costs of trial, reasonable expenses including overhead and administrative costs incurred in prosecuting the action, and reasonable attorney fees.

(Ord. 928 § 1 (part), 2004).