



REGULAR MEETING AGENDA

Date: 6/05/2023
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 862 5880 9056 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

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

How to participate in the meeting

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

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

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

Regular Meeting

A. Call To Order

B. Roll Call

C. Reports and Announcements

D. Public Comment

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

E. Consent Calendar

E1. Approval of minutes from February 6, 2023, Planning Commission meeting. ([Attachment](#))

E2. Approval of minutes from April 24, 2023, Planning Commission meeting. ([Attachment](#))

E3. Approval of minutes from May 1, 2023, Planning Commission meeting. ([Attachment](#))

E4. Artwork Location Review/BenMcGhee/2 Meta Way:

Consider and adopt a resolution to approve the location, size, and lighting design of the façade-mounted artwork associated with the citizenM hotel located at 2 Meta Way on the Meta West Campus in the O (Office) zoning district. The artwork would be located on the northwest elevation of the building, facing Chilco Street, and adjacent to the exterior red staircase. Per condition 15.2.1 of the conditional development permit for the site, Planning Commission review is required for the size, location, lighting, and other design specifications for the artwork. The selection of the artist and future artwork are not subject to Planning Commission review; determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities and determine this action is consistent with the certified EIR and the first and second addenda to the certified EIR for the Facebook Campus Expansion Project. ([Staff Report #23-036-PC](#))

F. Public Hearing

F1. Use Permit/Eilien Choo/1383 Woodland (APN 063-452-390):

Consider and adopt a resolution to approve a use permit to excavate within the required front setback for a mechanical automobile turntable on a standard lot in the R-1-U (Single Family Urban Residential) zoning district; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. The project also includes a new two-story home and detached accessory dwelling unit (ADU), which are permitted uses and not subject to discretionary review. ([Staff Report #23-037-PC](#))

F2. Use Permit and Variance/Thomas James Homes/69 Cornell Road:

Consider and adopt a resolution to approve a use permit to demolish an existing one-story

residence, and construct a new two-story residence on a substandard lot with regard to minimum lot width, depth, and area in the R-1-U (Single Family Urban Residential) zoning district. The lot is less than 5,000 square feet in area and a use permit is required to establish the maximum floor area limit. The project includes renovations to an existing nonconforming detached garage that would exceed 50 percent of the replacement value in a 12-month period which requires use permit approval. The project includes a variance to reduce the front setback to 10 feet, where 20 feet is required. Determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. *Continued from the meeting of January 9, 2023.* ([Staff Report #23-038-PC](#))

- F3. Architectural Control/Jackson Derler/2700 Sand Hill Road:
Consider and adopt a resolution to approve an architectural control permit for modifications to an existing office campus including exterior and interior modifications to the existing fitness center; hardscaping and landscaping modifications throughout the site, including the addition of two outdoor shade structures; and conversion of existing parking spaces to landscape reserve in the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district. Determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities and Section 15303's Class 3 exemption for new construction or conversion of small structures. ([Staff Report #23-039-PC](#))
- F4. Zoning Ordinance Amendments and Community Amenities Update:
Consider and adopt a resolution recommending that the City Council adopt an ordinance amending sections 16.43.070, 16.44.070, and 16.45.070 of Title 16 of the Menlo Park Municipal Code to clarify the process for determining the appraised value of bonus level developments and the required community amenities value for bonus level development projects in the O (Office), R-MU (Residential Mixed-Use), and L-S (Life Sciences) zoning districts and adopt a resolution updating the community amenities list. The Planning Commission is a recommending body to the City Council on the proposed Zoning Ordinance amendments and the update to the community amenities list; determine that the ordinance amendments and the update to the community amenities list are exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA Guidelines, because it can be seen with certainty that there is no possibility the adoption of this ordinance and updated community amenity list may have a significant effect on the environment, and pursuant to CEQA Guidelines section 15183 (consistent with the general plan and zoning). ([Staff Report #23-040-PC](#))

G. Regular Business

- G1. 2023-24 Capital Improvement Plan/General Plan Consistency:
Consider and adopt a resolution determining General Plan consistency for the 2023-24 projects of the five-year capital improvement plan; determine that general plan consistency review is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378 since it is not a project as defined under CEQA. ([Staff Report #23-041-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. Special Joint CC and PC Meeting: June 20, 2023

- Special Joint CC and PC: June 20, 2023
- Regular Meeting: June 26, 2023
- Regular Meeting: July 10, 2023

I. Adjournment

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

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

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

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

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REGULAR MEETING DRAFT MINUTES

Date: 2/6/2023
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 862 5880 9056 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Acting Chair Cynthia Harris called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Barnes, Linh Dan Do, Cynthia Harris (Acting Chair), Henry Riggs, Jennifer Schindler, Michele Tate

Staff: Michael Biddle, City Attorney's Office; Fahteen Khan, Associate Planner; Matt Pruter, Associate Planner; Corinna Sandmeier, Acting Principal Planner; Chris Turner, Associate Planner

C. Reports and Announcements

Acting Principal Planner Corinna Sandmeier said the Housing Element Update was adopted by the City Council on January 31, 2023.

D. Public Comment

None

E. Consent Calendar

- E1. Approval of minutes from the November 3, 2022, Planning Commission meeting. (Attachment)
- E2. Approval of minutes from the November 7, 2022, Planning Commission meeting. (Attachment)
- E2. Approval of court report transcripts for 123 Independence Drive and Parkline from the December 12, 2022, Planning Commission meeting. (Independence Drive; Parkline)

ACTION: Motion and second (Riggs/Do) to approve the consent calendar as submitted; passes 6-0.

F. Study Session

- F1. Study session for the Parkline Master Plan project to comprehensively redevelop an approximately 63.2-acre site located at 301 and 333 Ravenswood Avenue and 555 and 565 Middlefield Road. The proposed project would redevelop SRI International's research campus by creating a new office/research and development, transit-oriented campus with no net increase in commercial square footage, up to 550 new rental housing units (with a minimum of 15% of the units available for below market rate households), new bicycle and pedestrian connections, and approximately 25 acres of

publicly accessible open space. The proposed project would demolish all existing buildings, excluding Buildings P, S, and T, which would remain on-site and operational by SRI and its tenants. The proposed project would organize land uses generally into two land use districts within the Project site, including 1) an approximately 10-acre Residential District in the southwestern portion of the Project site; and 2) an approximately 53-acre Office/R&D (research and development) District that would comprise the remainder of the Project site. In total, the Proposed Project would result in a total of approximately 1,898,931 square feet, including approximately 1,380,332 square feet of office/R&D and approximately 518,599 square feet of residential uses (including up to 450 rental residential units). In addition, the proposed project would establish a separate parcel of land that is proposed to be leased to an affordable housing developer for the future construction of a 100 percent affordable housing or special needs project which would be separately rezoned as part of the proposed project for up to 100 residential units (in addition to the residential units proposed within the Residential District), and which is not included in residential square footage calculations as the square footage has not been determined. The EIR will study two potential project variants, one that includes an approximately 2 million gallon buried concrete water reservoir and associated facilities, and one that includes an additional 50 residential units for a total of up to 600 dwelling units, inclusive of the standalone affordable housing building. The Planning Commission previously held a public hearing on the scope and content of the EIR as part of the 30-day NOP (Notice of Preparation) comment period that ended on January 9, 2023. The project site is zoned "C-1(X)" (Administrative and Professional District, Restrictive) and governed by a Conditional Development Permit (CDP) approved in 1975, and subsequently amended in 1978, 1997, and 2004. The proposed project is anticipated to include the following entitlements: General Plan Amendment (Text and Map), Zoning Ordinance Amendment, Rezoning, Conditional Development Permit, Development Agreement, Architectural Control (for potential future Design Review), Heritage Tree Removal Permits, Vesting Tentative Map, Below Market Rate (BMR) Housing Agreement and Environmental Review. ***Continued from the meeting of January 23, 2023.*** (Staff Report #22-073-PC; Correspondence)

Planner Sandmeier made a presentation on the item.

Mark Murray, Lane Partners, spoke on behalf of the proposed project.

Acting Chair Harris opened public comment.

Public Comment:

- Jenny Michel, Coleman Place Neighborhood Block, urged the creation of up to 1,850 residential units at 30% affordable through the proposed development.
- Rob Wellington, Willows, said he supported the project for its housing and open space. He said commercial was important to have near the downtown to support local retail businesses.
- Karen Grove supported the move of the affordable housing into the residential zone and willingness to do more than 100 units of deeply affordable housing and to study up to 800 housing units.
- Pam Jones noted the additional affordable housing and residential units and said to meet RHNA for affordable housing at all levels the city needed 1,662 new affordable units noting 594 were in

the pipeline. She said if more affordable units could be built physically separate that should be the goal and the Council should rezone to increase well over the 100 residential units allowed per acre in District 1.

- Ken Chan, Housing Leadership Council of San Mateo County, said he appreciated the applicant's willing response to community comments to improve the proposal and urged the Commission to support the proposal that allowed for the greatest feasible number of homes, especially affordable ones.
- Michal Bortnik supported increased housing up to 800 units due to the number of expected employees at the commercial site and urged that everything be done to mitigate traffic impacts.
- Adina Levin, Menlo Park, expressed support for the evolved proposal to have more homes including more affordable housing.
- Conor Flannery said this was a great site for commercial use that would help the city attract and retain great employers to continue to be a leader in the tech and life sciences area.
- Kartherine Dumont, Linfield Oaks, said she supported that the applicants were looking into providing more housing and a variety of and dedicated affordable and deeply affordable housing. She said this project also made it possible to make the area safer for bicyclists and pedestrians.
- Sarah Brophy, Menlo Park, supported the project and noted the housing and affordable housing component.
- Phil Bahr expressed concern with the proposal for the four story parking structures that would block the views of McCandless Business Park, and that the 1 million square feet of new office space and 650 apartments would add to traffic gridlock.
- Michael Arousa, Menlo Park, expressed strong support for the project proposal and maximizing the amount of housing built up to 800 units.

Acting Chair Harris closed public comment.

Commissioner Comments:

- Support for integrating the donated acre within residential component, the possibility of increasing size of donated land and number of affordable units, and studying 800 or more housing units
- Support for the level of affordable housing at 30% and efforts to increase that
- Consider longer term rental leases such as 10 years
- Consider two parking structures rather than three and one to two levels with affordable housing on top
- Support for an aggressive TDM plan for the project due to its proximity to downtown and transit
- Consider realignment of Ravenswood with Ringwood
- Support for keeping residential and commercial traffic separate

- Support for the office amenity center being open to the public and tenants of other office buildings along Middlefield Road
- Consider creation of two regulation-sized sports field and office space for Menlo Park School District or one regulation-sized sports field and four pickleball courts
- Appreciation for the open space and connectivity through the site and preservation of heritage trees, in particular the native oaks
- Support for Mission revival architecture
- Consider the uniqueness of the site and creating elements of welcome, protection, and human scale in a way that doesn't necessarily rely on the Mission revival style
- Support for reservoir variant

Comments were also made regarding a desire for an EIR alternative analysis of 1,000 to 1,700 housing units.

G. Public Hearing

- G1. Consider and adopt a resolution to approve a use permit to demolish an existing one-story, single-family residence, and construct a new two-story residence on a substandard lot with regard to minimum lot width in the R-1-U (Single Family Urban Residential) zoning district, at 893 Woodland Avenue; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. ***Continued to a future meeting.***
- G2. Consider and adopt a resolution to approve a use permit to demolish an existing one-story, single-family residence, and construct a new two-story, single-family residence on a substandard lot with regard to minimum lot width and area in the R-1-U (Single Family Urban Residential) zoning district, at 440 University Drive. The project includes an attached accessory dwelling unit (ADU), which is a permitted use not subject to discretionary review; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. (Staff Report #23-010-PC)

Associate Planner Chris Turner reported no updates to the published staff report.

Anna Felver, Thomas James Homes, applicant, spoke on behalf of the project.

Acting Chair Harris opened the public hearing.

Public Comment:

- Elizabeth Houck spoke against the project due to concerns about privacy impacts.

Acting Chair Harris closed the public hearing.

The Commission discussed stairwell glazing and potential shade impacts.

Commissioner Riggs moved to approve the item with the addition of obscure glazing on the stairwell. Commissioner Schindler seconded the motion.

ACTION: Motion and second (Riggs/Schlinder) to adopt a resolution to approve a use permit to demolish an existing one-story, single-family residence, and construct a new two-story, single-family residence on a substandard lot with regard to minimum lot width and area in the R-1-U (Single Family Urban Residential) zoning district, at 440 University Drive with the following modification; passes 4-0-2 with Commissioners Barnes and Tate abstaining.

Add Condition 2a: Simultaneous with the submittal of a complete building permit application, the Applicant shall revise the elevation drawings to indicate the stair well window will have obscured glass, subject to review and approval of the Planning Division.

- G3. Consider and adopt a resolution to approve a use permit to demolish an existing one-story, single-family residence and detached accessory building, and construct a new two-story, single-family residence on a substandard lot with regard to lot width, depth, and area in the R-1-U (Single Family Urban Residential) zoning district, at 167 McKendry Drive; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. (Staff Report #23-011-PC)

Commissioner Barnes recused himself from consideration of this item.

Planner Pruter said an additional piece of correspondence was received expressing privacy concerns and proposed tree planting.

Eiki Tanaka, project architect, spoke on behalf of the project.

Acting Chair Harris opened the public hearing.

Public Comment:

- Alex Lee, neighbor, expressed concerns with the stairwell window and its view into his property and backyard and said the proposed tree type offered for screening was unacceptable.

Acting Chair Harris closed the public hearing.

Commissioner Riggs moved to adopt a resolution to approve the project with the condition that the lower section of the stairwell window be obscure glass and the applicant work with staff on alternative tree selections that might be more amenable to the neighbor. Commissioner Tate seconded the motion.

ACTION: Motion and second (Riggs/Tate) to adopt a resolution to approve a use permit to demolish an existing one-story, single-family residence and detached accessory building, and construct a new two-story, single-family residence on a substandard lot with regard to lot width, depth, and area in the R-1-U (Single Family Urban Residential) zoning district, at 167 McKendry Drive; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures with the following additional condition; passes 5-0-1 with Commissioner Barnes recused.

Add Condition 2a: Simultaneous with the submittal of a complete building permit application, the applicant shall submit revised plans showing obscured glass for the lower portion of the window (lower lite) at the stairs along the right-side elevation and alternative tree selections, for the purpose

of providing privacy screening between the window at the stairs and the neighboring residence, subject to review and approval of the Planning Division.

- G4. Consider and adopt a resolution to approve a use permit to demolish an existing one-story, single family residence and construct two new two-story residences on a substandard lot with regard to minimum lot width in the R-2 (Low Density Apartment) district, at 785 Partridge Avenue. The project would also include excavation in the interior side and rear setbacks for lightwells associated with basements; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. Additionally, the proposal includes administrative review of a minor subdivision to subdivide the project into two condominium units. (Staff Report #23-012-PC)

Planner Fahteen Khan noted an added condition of approval: *Simultaneous with the submittal of a complete building permit application, the applicant shall submit a revised arborist report detailing guidelines for root preservation for trees #2 and 3 (Douglas firs), located at 817 Partridge Avenue. In addition to detailed instructions on excavation methods and monitoring, the guidelines shall specify alternative driveway construction techniques and/or materials to preserve roots of trees #2 and 3 within 12 feet of their trunks and state that no roots greater than or equal to 2 inches in diameter shall be cut within 12 feet of trees' trunks. The revised arborist report shall be subject to review and approval by the City Arborist and Planning Division.*

Jose Ares, Studio Squared Architecture, spoke on behalf of the project.

Acting Chair Harris opened the public hearing.

Public Comment:

- Ken Chen expressed concern that the existing home had asbestos siding and that had also potentially permeated the soil and asked for confirmation it would be removed safely.
- A neighbor (*name not provided*) expressed concerns about the advanced age and health of the Douglas firs and protection of their property from their potential collapse, the project built up to their property line and privacy impacts, impacts to their foundation from the proposed excavation as well as asbestos hazards, and whether the transformer was sufficient with this new structure.

ACTION: Motion and second (Tate/Schindler) to continue to 11:15 p.m.; passes 6-0.

- Anna (*last name not provided*), neighbor, said she could not support the project and noted past bad experience with a similar project and requested responsive contact information for the course of the project, and full attention to safe handling of potential asbestos siding.

Acting Chair Harris closed the public hearing.

Ms. Khan explained that remediation for asbestos removal and structural requirements regarding lightwells and basements were determined during the building permit process. She said building inspectors visit the construction site to ensure compliance to regulations and standards. She was not able to address the transformer question.

ACTION: Motion and second (Riggs/Schindler) to adopt a resolution including the added condition to approve a use permit to demolish an existing one-story, single family residence and construct two new two-story residences on a substandard lot with regard to minimum lot width in the R-2 (Low Density Apartment) district at 785 Partridge Avenue; passes 5-0-1 with Commissioner Barnes abstaining.

H. Informational Items

H1. Future Planning Commission Meeting Schedule

- Regular Meeting: February 27, 2023

Planner Sandmeier said the February 27 and March 13 agendas were not finalized.

- Regular Meeting: March 13, 2023

I. Adjournment

Acting Chair Harris adjourned the meeting at 11:10 p.m.

Staff Liaison: Corinna Sandmeier, Principal Planner

Recording Secretary: Brenda Bennett



REGULAR MEETING DRAFT MINUTES

Date: 04/24/2023
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 862 5880 9056 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Acting Chair Cynthia Harris called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Cynthia Harris (Acting Chair), Henry Riggs, Jennifer Schindler, Michele Tate

Absent: Andrew Barnes, Linh Dan Do

Staff: Theresa Avedian, Senior Civil Engineer; Christine Begin, Planning Technician; Deanna Chow, Assistant Community Development Director, Meghan Nihan, City Attorney's Office; Matt Pruter, Associate Planner; Corinna Sandmeier, Principal Planner; Mariam Sleiman, City Attorney's Office, Chris Turner, Associate Planner

C. Reports and Announcements

Principal Planner Sandmeier said the City Council at its April 25 meeting would select commissioners for a number of commissions including the planning commission.

D. Public Comment

- Pam Jones, Menlo Park resident, asked for follow up on the community amenity for Belle Haven of a health center and what project(s) would provide that.

E. Consent Calendar

Acting Chair Harris pulled E3, the February 6, 2023 minutes, for continuation due to missing language.

Commissioner Riggs asked that E1, the January 12, 2023 minutes be pulled as he would need to abstain.

- E2. Approval of minutes from the January 23, 2023, Planning Commission meeting. (Attachment)

ACTION: Motion and second (Schindler/Harris) to approve the Consent Calendar consisting of the minutes of the January 23, 2023 Planning Commission meeting; passes 3-0-1-2 with Commissioner Tate abstaining and Commissioners Barnes and Do absent.

E1. Approval of minutes from the January 12, 2023, Planning Commission meeting. (Attachment)

E3. Approval of minutes from the February 6, 2023, Planning Commission meeting. (Attachment)

F. Public Hearing

Acting Chair Harris said that item F2 was being considered prior to F1 as staff had requested that the item be continued to the May 1, 2023, Planning Commission meeting to allow for further review of state law on ADU projects.

F2. Use Permit/Kelvin Chua/1143 Woodland Drive:
Consider and adopt a resolution for a use permit to construct a one-story, detached accessory dwelling unit (ADU) within the front setback of a standard lot in the R-1-U (Single-Family Urban Residential) zoning district; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. The ADU would be constructed with a four-foot front setback where 20 feet is required. (Staff Report #23-028-PC)

ACTION: Motion and second (Riggs/Tate) to continue this item to the May 1, 2023, Planning Commission meeting; passes 4-0-2 with Commissioners Barnes and Do absent.

Acting Chair Harris said the item F1 agenda listing was revised; she read the revised listing into the record.

F1. Use Permit/City of Menlo Park/100 Terminal Avenue:
Consider and adopt a resolution to deny a use permit to exceed the maximum nighttime noise limit of 50 dBA, measured at residential property lines, to accommodate electric pool heating equipment for the *approved* Menlo Park Community Campus development currently under construction at 100 Terminal Avenue in the PF Public Facilities Zoning District. *Continued from meeting of 3/27/23.* (Staff Report #23-023-PC)

Associate Planner Chris Turner said an additional piece of correspondence was sent late that afternoon directly to the Planning Commission generally expressing concern with exceeding the zoning requirement and current excessive noise in the area from construction.

Acting Chair Harris opened the public hearing.

Public Comment:

- Arlene Navarro spoke but her comments were not audible on the recording.
- Ruby (no last name given) suggested pool covers to keep the pool warm rather than the use of heat pumps and exceeding the noise ordinance.
- Pam Jones, District 1, requested that an exemption be made to allow for fuel energy heating of the pools as the electric technology was not advanced enough to run quietly.
- Luis Reyes said the noise issue should be resolved now when construction was occurring to avoid larger future problems and a noise compliant issue system should be used.

Acting Chair Harris closed the public hearing.

Commissioner Tate said she thought when this item was brought back to the commission that additional information on potential heating units would be reported.

Senior Civil Engineer Theresa Avedian said at the last meeting on this item staff was requested to address a public comment inquiring about the use of some different heat pumps. She said they had previously studied using a smaller heat pump. She said 28 of those smaller heat pumps would be needed to achieve the heating needed. She said it was not feasible to put those on the roof of the pool building as the structure was not meant to support such weight. She said to space those elsewhere on the site on the south part of the building meant they would need to extend along the property line, which would be closer to residences and would not meet the noise limitation either.

Commissioner Tate said that information was in the staff report, but she recalled from the previous meeting on the item that several options were mentioned, and she believed it was Commissioner Riggs who had asked if any additional research had been done and were told no. She said unfortunately it seemed the commission had not made it understood that it wanted to hear about additional research at tonight's meeting.

Planner Sandmeier said the use permit request was specific to the exceedance of the noise limits and staff was directed to prepare findings of denial so beyond that any changes of design that would not require exceedance of the noise limitations was not really part of the use permit request nor within the commission's purview.

Commissioner Riggs said his concern and he thought that might reflect the neighborhood's concern was that city volunteers were first asked to review the noise situation from the proposed heat pumps in October 2022. He said the question asked was if equipment could be designed that would provide less noise. He said it was concerning that three meetings later it appeared that after a brief effort prior to January 12th that no further effort had been made by the design team to solve and respond to the concerns of the public. He said he understood the planning commission's purview was limited to approval or denial of the request for additional noise at the project site. He said with three meetings in which the neighbors expressed specific concerns about this matter that he thought it appropriate for the design team to respond to the planning commission's urgings.

Acting Chair Harris said some constituents had made suggestions in writing to bring the pool heating noise levels into compliance. She said she understood the commission's purview was to approve or deny the use permit. She asked if any of those suggestions had been considered and noted the letter from Angela Evans.

Planner Turner said that Ms. Avedian had responded to those suggestions in writing to Ms. Evans.

Ms. Avedian said that Ms. Evans' suggestions were addressed in the written staff report. She said although they were not currently looking at alternative equipment to heat the pool that they were looking at other options to reduce the noise level. She said they were working on their modeling to make it more accurate noting their previous modeling was very conservative and did not account for the pool cover or solar thermal heating. She said they were finding that solar thermal heating should be able to provide much of the needed heat most of the time. She said they were doing an hourly

simulation to see if it was possible to overheat the pools between 8 and 10 p.m. and avoid nighttime running of the heat pumps. She said they were continuing to solve for the issue.

Acting Chair Harris asked what and when the public might expect to hear about such solutions.

Ms. Avedian said they expected the calculations she mentioned to be done soon. She said she was unaware of any formal way they planned to present those results to the public. She said if there was interest that they could look into that.

Acting Chair Harris said there was a great deal of interest from the community and hoped they would be updated frequently as developments were managed.

Commissioner Riggs moved to approve a resolution to deny the use permit and direct staff and the project consultant to continue to evaluate options that would allow the project to operate at a level under 50 decibels at night. Commissioner Tate seconded the motion.

Mariam Sleiman said if the planning commission wanted the city to explore other options and to keep the research that was something the city manager would need to determine as to whether staff time should be spent on that. She said the commission's scope now was to take action on the item to deny the use permit.

Acting Chair Harris asked if the motion could request that the city manager direct staff and the consultant to continue evaluating options that would allow the project to operate under 50 decibels at night.

Counsel said the decision was approval to deny and no conditions.

Acting Chair Harris said part of the reason the item was continued to tonight was that the language the planning commission expected to see the last time it came for denial was not there, which included looking at ways for the project to operate at a level under 50 decibels at night.

Counsel said that language was in the resolution to reduce the noise to below 50 decibels and the municipal code was clear that 50 decibels was the requirement. She said the decision before the commission now was about the denial and it was limited to that action.

Acting Chair Harris said some of them were frustrated with that and were interested in having city staff and the project consultant continue to evaluate options that would allow the project to operate at a level under 50 decibels at night. She said she guessed that was now in the record and that was the best the planning commission could do.

Counsel said staff could pass the information along to the city manager and ask to determine if staff time should be spent on that.

Commissioner Tate asked if the city manager was unaware of this request noting that the item had been continued to allow for inclusion of language to continue to evaluate options that would allow the project to operate at a level under 50 decibels at night. She said when they discussed that language the city attorney present said that was within the commission's purview to put that language in as something it would like to see and so that the city council would start looking into it. She said she was confused why this had not come to the attention of the city manager that this was

an issue as now the commission was stalled and the people it represented in the community were not happy and were not going to get what was best for them.

Planner Sandmeier said Mr. Reinhardt just sent her a message that the city manager was aware of the situation. She said the resolution was updated to include the planning commission's desire that the project operate below 50 decibels.

Commissioner Riggs noted instances in which the commission required second story homes to not have windows on the second floor that caused privacy impacts although that was not illegal by code.

Planner Sandmeier said an approval of a use permit might be conditioned but a denial of a use permit could not be conditioned.

Acting Chair Harris said she would be comfortable approving the denial as she thought the record made it clear that the city should continue to seek options for the project to operate under 50 decibels at night. She said for the record also that the community should be kept apprised by the city of what the ensuing developments were from that research.

Commissioner Riggs said he would change his motion to simply adopt a resolution to deny the use permit. Commissioner Tate said she would not second the motion. Commissioner Schindler seconded the motion. She said the city and the city as an applicant in this case was going to be a leader in this case in terms of exceeding the expectations the community had for it and doing better than just what the regulation allowed by having less than 50 decibel noise levels at night.

ACTION: Motion and second (Riggs/Schindler) to adopt a resolution to deny a use permit to exceed the maximum nighttime noise limit of 50 dBA, measured at residential property lines, to accommodate electric pool heating equipment for the approved Menlo Park Community Campus development currently under construction at 100 Terminal Avenue in the PF Public Facilities Zoning District; passes 3-1-2 with Commissioner Tate opposed and Commissioners Barnes and Do absent.

- F3. Below Market Rate Housing Agreements/Brady Furst/506-558 Santa Cruz Avenue/1125 Merrill Street and 1162-1170 El Camino Real:
Consider a revised Below Market Rate (BMR) Housing Agreements for two previously approved projects: 1) mixed-use commercial/office/residential development at 506-558 Santa Cruz Avenue/1125 Merrill Street and 2) nine-unit residential development at 1162-1170 El Camino Real. No changes to the projects are proposed. Determine this action is in conformance with the El Camino Real/Downtown Specific Plan Environmental Impact Report. (Staff Report #23-029-PC)

Assistant Community Development Director Deanna Chow presented the item.

Acting Chair Harris opened the public hearing and closed it as no persons requested to speak.

Commission comments included a preference for actual BMR units over the payment of in lieu fees and a concern that the BMR agreements would not be transferred multiple times to different entities.

ACTION: Motion and second (Tate/Riggs) to adopt a resolution to approve two Below Market Rate (BMR) Housing Agreements for previously approved projects located at 506-558 Santa Cruz Avenue/1125 Merrill Street and 1162 El Camino Real; passes 4-0-2 with Commissioner Barnes and Do absent.

- F4. Architectural Control and Use Permit/4055 Bohannon Owner LLC/4055 Bohannon Drive:
Consider and adopt a resolution for an architectural control permit for exterior modifications to an existing two-story commercial building, surface parking lot and surrounding landscaping, in the O (Office) zoning district. As part of the proposed work, an existing office area at the front of the building would be demolished and the second floor would be expanded, with an increase in gross floor area of 1,741 square feet. The proposal includes the payment of a BMR housing in-lieu fee and a request for a use permit for hazardous materials to install a diesel back-up generator. Determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. (Staff Report #23-030-PC)

Associate Planner Matt Pruter said staff had no updates to the written report.

Peter Banzhaf, applicant, spoke on behalf of the project.

Acting Chair Harris opened the public hearing and closed it as no persons requested to speak.

The Commission commented favorably on electrical use, parking, and the reuse of an existing facility.

ACTION: Motion and second (Schindler/Tate) to adopt a resolution for an architectural control permit for exterior modifications to an existing two-story commercial building, surface parking lot and surrounding landscaping in the O (Office) zoning district; passes 4-0-2 with Commissioners Barnes and Do absent.

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: May 1, 2023

Planner Sandmeier said that the May 1 agenda would include a planned development permit revision for 700-800 El Camino Real, a use permit request for a restroom facility addition to the Willow Oaks Park, and the 1143 Woodland Drive project continued from this evening's meeting.

- Regular Meeting: May 15, 2023 and

H. Adjournment

Acting Chair Harris adjourned the meeting at 8:42 p.m.

Staff Liaison: Corinna Sandmeier, Principal Planner

Recording Secretary: Brenda Bennett



REGULAR MEETING DRAFT MINUTES

Date: 5/1/2023
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 862 5880 9056 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Acting Chair Harris called the meeting to order at 7:02 p.m.

B. Roll Call

Present: Andrew Barnes, Linh Dan Do, Andrew Ehrick, Katie Ferrick, Cynthia Harris (Acting Chair), Henry Riggs (arrived after staff presentation on F1), Jennifer Schindler

Staff: Nira Doherty, City Attorney, Fahteen Khan; Associate Planner; Hugh Loach, Assistant Public Works Director; Matt Pruter, Associate Planner; Corinna Sandmeier, Principal Planner; Mariam Sleiman, City Attorney's Office; Chris Turner, Associate Planner; Tanisha Werner, Assistant Public Works Director

C. Reports and Announcements

Principal Planner Corinna Sandmeier said at the last Planning Commission meeting questions were raised about the Menlo Uptown project community amenity. She said the Ravenswood Health Clinic had notified the applicant and city staff that they would not pursue the Uptown Menlo location. She reported that the project applicant was pursuing other community amenity options.

D. Public Comment

None

E. Consent Calendar

Replying to Acting Chair Harris, Commissioner Do asked that the February 6 minutes be pulled from the Consent Calendar as she had emailed a suggested revision to staff on the Parkline item.

In response to Commissioner Barnes' comment that he would abstain from voting on two of the sets of minutes on the Consent Calendar, Acting Chair Harris said each item on the Consent Calendar would be voted on separately.

- E1. Approval of minutes from the January 12, 2023, Planning Commission meeting. (Attachment)
Continued from the meeting of April 24, 2023

ACTION: Motion and second (Do/Schindler) to approve the minutes from the January 12, 2023 Planning Commission meeting; passes 6-0 with Commissioner Riggs absent.

- E2. Approval of minutes from the February 6, 2023, Planning Commission meeting. (Attachment)
Continued from the meeting of April 24, 2023

No vote was taken on this item.

- E3. Approval of minutes from the February 27, 2023, Planning Commission meeting. (Attachment)

ACTION: Motion and second (Schindler/Do) to approve the minutes from the February 27, 2023 Planning Commission meeting; passes 4-0 with Commissioners Barnes and Harris abstaining and Commissioner Riggs absent.

- E4. Approval of minutes from the March 13, 2023, Planning Commission meeting. (Attachment)

ACTION: Motion and second (Do/Schindler) to approve the minutes from the March 13, 2023 Planning Commission meeting; passes 5-0 with Commissioner Barnes abstaining and Commissioner Riggs absent.

F. Public Hearing

- F1. Use Permit/Kelvin Chua/1143 Woodland Drive:
Application for a use permit to construct a one-story, detached accessory dwelling unit (ADU) within the front setback of a standard lot in the R-1-U (Single-Family Urban Residential) zoning district. The ADU would be constructed with a four-foot front setback where 20 feet is required. (Staff Report #23-028-PC) *Continued from the meeting of April 24, 2023*

Associate Planner Chris Turner said that the subject property address was 1143 Woodland Avenue, not Drive. He said staff asked the Commission to continue the item previously to seek further guidance from the California Department of Housing and Community Development (HCD) about the ability of the city to impose front setback standards on those ADUs subject to limited State standards under Government Code section 65852.2 subd. (e). He said HCD informed the city that a city cannot *require* an alternate location for a subd. (e) ADU and a city *must* approve a subd. (e) ADU within a front setback even if the ADU could be moved elsewhere on the lot, outside of the front setback. He said the proposed 1143 Woodland Avenue ADU would be processed through a ministerial process. He said there would be no planning commission discussion or action on the item.

City Attorney Nira Doherty summarized HCD's advice to the city.

Acting Chair Harris opened public comment.

Public Comment:

- William Ellsworth, 1215 Woodland Avenue, expressed opposition to the proposed ADU project as it would intrude the length of a shared property line, result in tree removal, create privacy impacts for him and neighbors, the subject lot was already overbuilt and the square footage of the primary house should be reviewed as it appeared inaccurate.
- Laura Hanley expressed opposition to the proposed project due to privacy impacts and traffic hazard impacts.

- John Hanley expressed opposition to the project noting health and safety concerns and that the project should be subject to discretionary review to deny or approve.
- Kelly Fergusson, 168 Oak Court, expressed opposition to the project due to privacy impacts and negative impacts to property value, and was concerned that an ADU in the front setback was not subject to discretionary review.
- Harry Price said the Commission should deny the application request and send a message to the city council to direct staff to enforce front yard setbacks.
- Ellen Haffner, property owner of 1115 and 1117 Woodland, said she opposed the project proposal as the subject property would look very crowded and concerns with increased delivery traffic.
- Catherine Haffner Zoccatelli opposed the project due to increased traffic hazards and noise as well as parking limitations.
- Ana Pedros, 101 Oak Court, opposed the project due to concerns with lack of drainage to prevent flooding, the intrusion into the front setback, impacts to neighbors, and the applicant's unwillingness to work with neighbors.
- Aaron Eckhouse said he supported the city's decision to not violate state law.

Acting Chair Harris closed public comment.

Commissioner Riggs said he arrived at the dais after staff's presentation on this item. He asked the City Attorney about her level of certainty about HCD's informal interpretation of state law.

Ms. Doherty said they did not have formal advice or a formal reading from HCD on the specific matter. She said state ADU laws very clearly provided that no objective or subjective standards might be applied by cities on subdivision e ADUs. She said it did not make practical sense that the state reserved to local jurisdictions the ability to impose side and rear setbacks but did not reserve to local jurisdictions the ability to impose front setbacks but that was how the state ADU laws were drafted. She said her office had supplied the best advice they could based on the plain language of the state ADU laws, and the informal advice received from HCD. Replying further to Commissioner Riggs, Ms. Doherty said for ADUs that fell outside of subdivision e that cities could impose objective standards within categories reserved for local jurisdictions such as setbacks, FAR, and coverage. She said subdivision e ADUs were in a separate category and the plain language suggested that no objective standards could be applied to those ADUs except for the very limited standards the state imposed of four-foot side and rear setbacks and 800 or less square feet in size.

Replying to Commissioner Barnes, Ms. Doherty said HCD was not required to provide formal advice on ADU law. She said HCD was required to review every city in the state's ADU ordinance and make findings if that ADU ordinance did not comply with state law. She said her advice to the Planning Commission and the City Council eventually was that when the ADU ordinance was set to be rewritten to consider whether the city wanted to impose a front yard setback standard on subdivision e and non-subdivision e ADUs and include that standard in a revised ADU ordinance. She said that was how the city would obtain "formal" HCD advice on the matter. Replying further to

Commissioner Barnes, Ms. Doherty said the timeline for revising the ADU ordinance was within the next year as it was one of the policies and programs of the city's housing element.

- F2. Planned Development Permit Revision/City of Menlo Park/700-800 El Camino Real:
Consider and adopt a resolution for a revision to an existing Planned Development Permit to reduce the lot size, reduce the number of required onsite parking spaces from 360 to 315 spaces, and modify percentage based development standards (e.g. building coverage and floor area ratio) based on the reduced lot size to allow for the future purchase of a portion of the existing site, currently used for parking, by the City of Menlo Park for the Middle Avenue Caltrain crossing project. The revision to the planned development permit would not result in any increase in gross floor area, building coverage, or any modifications to the existing buildings on the project site. The Planning Commission is a recommending body to the City Council on the requested revision to the Planned Development Permit. The site is located in the ECR/D-SP (El Camino Real/Downtown Specific Plan) zoning district. (Staff Report #23-031-PC)

Associate Planner Fahteen Khan said a typographical error resulted in the removal of a development standard 4g in the revised plan development permit that was reflected in the original planned development permit. She read into the record development standard 4g: *Provide covered secure bicycle parking for employees and the general public.*

Acting Chair Harris opened the public hearing and closed it as no persons requested to speak.

ACTION: Motion and second (Barnes/Schindler) to recommend the City Council adopt a resolution for a revision to an existing Planned Development Permit to reduce the lot size, reduce the number of required onsite parking spaces from 360 to 315 spaces, and modify percentage based development standards (e.g. building coverage and floor area ratio) based on the reduced lot size to allow for the future purchase of a portion of the existing site, currently used for parking, by the City of Menlo Park for the Middle Avenue Caltrain crossing project; passes 7-0.

- F3. Use Permit/City of Menlo Park/450-490 Willow Road:
Consider and adopt a resolution for a use permit to construct a new accessory building containing two bathrooms and a utility closet in Willow Oaks Park, generally between the parking lot and the tennis courts, in the OSC (Open Space Conservation) zoning district. Determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. (Staff Report #23-032-PC)

Planner Pruter said a comment had been received after publication of the staff report expressing safety concerns with the project.

Tanisha Werner, Assistant Public Works Director for Engineering, presented the project and answered commissioners' clarifying questions.

Acting Chair Harris opened the public hearing.

Public Comment:

- Kathleen Daly, owner of a small business close to the park, expressed support for the project.

Acting Chair Harris closed the public hearing.

Individual commissioners expressed support for a restroom at the park. Commissioner Ferrick moved to approve, and Commissioner Barnes seconded the motion.

Acting Chair Harris asked about inclusion of a urinal noting a gender-neutral facility. Brian Fletcher, CALA, the consultant providing the facility design, said gender neutral facilities were done both with and without urinals, and explained that space and grading constraints were why a urinal was not included. Neither the maker of the motion nor the maker of the second wanted to condition inclusion of a urinal in the design.

ACTION: Motion and second (Ferrick/Barnes) to adopt a resolution for a use permit to construct a new accessory building containing two bathrooms and a utility closet in Willow Oaks Park, generally between the parking lot and the tennis courts, in the OSC (Open Space Conservation) zoning district and determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures; passes 7-0.

G. Regular Business

- G1. Selection of Planning Commission Chair and Vice Chair for May 2023 through April 2024 (Staff Report #23-033-PC)

Acting Chair Harris opened public comment and closed it as no persons requested to speak.

ACTION: Motion and second (Schindler/Do) to select Commissioner Harris as Planning Commission Chair for May 2023 through April 2024; passes 7-0.

ACTION: Motion and second (Riggs/Barnes) to select Commissioner Do as Planning Commission Vice Chair for May through April 2024; passes 7-0.

H. Informational Items

- H1. Future Planning Commission Meeting Schedule

- Regular Meeting: May 15, 2023

Planner Sandmeier said the May 15 agenda would have a sign review for the citizenM hotel and a study session for 795 Willow Road.

- Regular Meeting: June 5, 2023

I. Adjournment

Chair Harris adjourned the meeting at 8:41 p.m.

Staff Liaison: Corinna Sandmeier, Principal Planner

Recording Secretary: Brenda Bennett



STAFF REPORT

Planning Commission

Meeting Date:

6/5/2023

Staff Report Number:

23-036-PC

Consent Calendar:

Consider and adopt a resolution to approve the proposed location, size, and lighting design of an artwork installation associated with the citizenM hotel located at 2 Meta Way on the Meta West Campus, in the O (Office) zoning district

Recommendation

Staff recommends that the Planning Commission adopt a resolution approving the proposed artwork size, location, and lighting design for the citizenM hotel at 2 Meta Way. Per condition 15.2.1 of the conditional development permit for the site, Planning Commission review is required for the size, location, lighting, and other design specifications for the artwork. The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

The Planning Commission should consider whether the size and location of the proposed artwork are consistent with the previous architectural control approvals for the citizenM hotel, the Third Amended and Restated Conditional Development Permit (CDP) for the Meta Campus Expansion Project, and whether the proposed location, size, and design are appropriate for the hotel. The Planning Commission's review is limited to the artwork size, location, and lighting on the hotel building, and not the selection of the artist or the specific artwork to be installed. This review request is specific to the project and required per condition 15.2.1 of the CDP.

Background

Site location

The citizenM hotel, currently under construction, is located on the Meta West Campus, which upon buildout will include Meta Buildings 20, 21, 22, and 23, along with the hotel. The hotel's relative location, now addressed as 2 Meta Way, is in the northwestern corner of the campus (at the intersection of Constitution Drive/Meta Way and Chilco Street). More broadly, the Meta West Campus extends along the southern side of Bayfront Expressway, between Chilco Street to the west and south and Willow Road to the east. Bayfront Expressway and the former salt ponds that are part of a current restoration project are located to the north of the project site. A location map identifying the entire Meta West Campus is included as Attachment B.

To the west of the hotel and across Chilco Street are commercial and industrial uses within the O (Office) zoning district, including the Meta occupied buildings at 180-200 and 220 Jefferson Drive (known as the Chilco Campus). That site also includes the Meta Chilco Campus Transit Center, which provides shuttle

services for Meta employees. Meta Building 22 and its parking structure are located to the east of the hotel, along with Meta Park to the southeast, which is a privately owned open space area available to the public. Directly to the south is Meta Building 23 and further south, across the Dumbarton Rail Corridor, are the Menlo Park Community Campus (currently under construction), Beechwood School, Menlo Park Fire Protection District Station 77, and single-family residences in the R-1-U (Single Family Urban Residential) zoning district. A detailed map showing these locations is included as Attachment C.

Project history

The following is a summary of the project timeline for the Meta West Campus. The project plans and the applicant's project description letter are included as Exhibits A and B within Attachment A, respectively.

- In March 2015, an application was submitted for the comprehensive redevelopment of the former TE Connectivity Campus (301-309 Constitution Drive), with two new office buildings and a new hotel, known as the Meta Campus Expansion Project.
- In November 2016, the City Council approved the land use entitlements and certified the EIR for the Meta Campus Expansion Project. The approved project included two new office buildings (Buildings 21 and 22) encompassing approximately 962,400 square feet and a 200-room limited-service hotel.
- On November 7, 2017, the City Council approved the CDP and DA amendments for Building 22 and the associated modifications to the site plan and project timing.
- On February 11, 2020, the City Council approved modifications to the existing CDP to make architectural modifications, increase the room count by 40 rooms, and reduce the required number of parking spaces for the hotel.
- On April 11, 2022, the Planning Commission approved major modifications for interior and exterior changes to the previously approved hotel building and changes to the landscaping and on-site circulation.
- On May 15, 2023, the Planning Commission approved sign review for two new wall-mounted signs and one freestanding monument sign that would feature bright colors (specifically red), as well as lettering greater than 24 inches in size for the two wall-mounted signs.

The CDP is included in Attachment D.

Analysis

Project description

The applicant is proposing to install a mural or similarly large-scale, façade-mounted artwork on the hotel building. The proposed artwork would be located along the northwest elevation and adjacent to the exterior red staircase, facing Chilco Street. The artwork would be generally located near the intersection of Chilco Street and Meta Way, and it would also be visible for eastbound traffic along Bayfront Expressway, when looking to the southeast. The artwork would be visible upon entry to the site on Meta Way. In their project description letter, the applicant states that the artwork would be a maximum of 40 feet in height and 20 feet in width, and its location is consistent with a proposed location that was depicted in the plan set shown in the April 11, 2022 Planning Commission approved plan set. Although the artwork would be prominent along the elevation, it would generally complement the hotel's architectural style and global brand. In addition, a red exterior staircase of nearly equal size (when viewed in relief) would be positioned alongside the artwork to further enhance the connection in scale of the artwork to the remainder of the

building. Illumination for the artwork would incorporate a series of strip lighting fixtures directly above and beneath the artwork to provide downlighting and uplighting affixed in a manner that would avoid the potential for light spillover. Only the artwork would be illuminated by these light fixtures. The applicant also states that the artwork is anticipated to be printed onto a waterproof vinyl material and affixed onto steel panels in order to be attached to the building, and a protective overlamine would be coated over the artwork for additional durability and longevity. Once the final artwork is selected, staff will work with the applicant to ensure the artwork is attached to the building per code and that the selected artwork complies with the size, location, and lighting requirements outlined in this report.

Section 15.2 of the CDP provides a regulatory framework for the artwork proposed for the hotel building. In particular, Subsection 15.2.1 requires the applicant to identify the location, size, lighting, and specific design of the artwork, and the regulation also states that the Planning Commission is responsible for the review of the size, location, lighting, and any other design specifications related to the artwork, such as the application of the artwork onto vinyl, which would be applied to metal panels on the building. As the artist selection process continues there could be changes to the application of the artwork on the building and staff would review any possible changes with the application for consistency with this review and action. The community outreach and selection process, a required step for the artwork, is not subject to Planning Commission review. Staff believes that the applicant has identified an appropriate size and location for the artwork, and that the proposed lighting would result in an effective illumination of the artwork without creating light spillover or additional visual or safety impacts.

Correspondence

As of the writing of this report, staff has not received any correspondence.

Conclusion

Staff believes that the proposed artwork location would be appropriately positioned and sized, and the lighting would limit visual and safety impacts in relation to potential light spillover, as the light fixtures would be positioned directly above and below the artwork. The artist selection and artwork design process are ongoing but the applicant anticipates that the artwork would be affixed to the building and coated with an overlamine to ensure additional durability and longevity. The proposed artwork's size and overall appearance would generally complement the hotel's architectural style and global brand, while also providing adequate scale in relation to an adjacent red staircase and the broader hotel size and scale. In addition, the applicant anticipates completing the artist and artwork selection process this summer. Staff recommends that the Planning Commission approve of the artwork size, location, and lighting design.

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.

In addition, as part of the Facebook Expansion Project, in November 2016, the City Council approved an amended and restated conditional development permit for a 200-room limited-service hotel of approximately 174,800 square feet. Although it had not yet been designed, the Facebook Campus Expansion Project EIR analyzed the potential environmental impacts of a 200-room limited service hotel as part of the overall Campus Expansion Project. A First Addendum to the EIR was approved in 2017 for changes to the Facebook Campus plan unrelated to the hotel project.

In February 2020, the City Council approved the third amended and restated conditional development permit to increase the approved number of hotel rooms from 200 to 240 rooms, decrease the number of onsite parking spaces for the hotel use from 245 to 118 parking spaces, and incorporate a design review process for large scale exterior artwork. The environmental impacts of these changes were analyzed in a Second Addendum to the 2016 Facebook Campus Expansion Project EIR.

The Second Addendum concluded that the revised hotel would not result in any new significant impacts or increases in the severity of previously identified significant impacts. As described in the Addendum, the revised hotel would maintain the same uses identified in the 2016 EIR, include less gross square footage, and decrease the total height of the hotel as compared to the hotel analyzed in the 2016 EIR. Further, the revised hotel would result in fewer trips than were analyzed in the 2016 EIR, and the trip cap for the approved project would continue to apply. With respect to air quality, the revised hotel construction would be substantially the same as or, because of modular construction, less intense than the construction activities (i.e., schedule, demolition, construction equipment) analyzed for the hotel in the 2016 EIR.

Finally, the Second Addendum concluded that since certification of the EIR, there had been no substantial changes with respect to the circumstances under which the revised Hotel would be undertaken that would result in any new or substantially more severe significant impacts than the impacts identified in the 2016 EIR.

The proposed artwork size, location, and lighting would not intensify or change the mix of uses analyzed in the Second Addendum, and the same number of parking spaces would be provided. As such, no impacts previously analyzed would be affected by the proposed artwork. Therefore, none of the conditions described in CEQA Guidelines Section 15162 have occurred and no changes are needed to the EIR or the Addenda in order to address the proposed modifications. No further CEQA review is required.

The Certified EIR, First and Second Addenda to the Certified EIR are available on the city-maintained project page for the Campus Expansion Project (Attachment E).

Public Notice

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

Appeal Period

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

Attachments

A. Draft Planning Commission Resolution

Exhibits to Attachment A

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

B. Location Map

C. Detailed Location Map

D. Hyperlink: Resolution 6540 – Third Amended and Restated Conditional Development Permit
https://menlopark.gov/files/sharedassets/public/community-development/documents/6540-third-amend-cdp-300-309-constitution-and-1-facebook-for-hotel-citizenm_202012141212203349.pdf

E. Hyperlink: Campus Expansion Project page
<https://menlopark.gov/Government/Departments/Community-Development/Projects/Under-construction/Facebook-Campus-Expansion>

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:

Kyle Perata, Planning Manager

PLANNING COMMISSION RESOLUTION NO. 2023-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING THE ARTWORK SIZE, LOCATION, AND LIGHTING DESIGN AT THE CITIZENM HOTEL AT 2 META WAY AND DETERMINING THAT THE PROJECT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT AND CONSISTENT WITH THE CERTIFIED EIR, FIRST ADDENDUM, AND SECOND ADDENDUM TO THE CERTIFIED EIR FOR THE FACEBOOK CAMPUS EXPANSION PROJECT.

WHEREAS, the City of Menlo Park (“City”) received an application requesting the review of size, location, and lighting design for the proposed artwork for a hotel currently under construction and regulated by a conditional development permit (collectively, the “Project”) from Ben McGhee (“Applicant” and “Owner”), located at 2 Meta Way (APN 055-260-300) (“Property”). The Project artwork location review request is depicted in and subject to the development plans and project description letter, which are attached hereto as Exhibit A and Exhibit B, respectively, and incorporated herein by this reference; and

WHEREAS, the Property is located in the O-H (Office, Hotel) zoning district. The O zoning district allows a mixture of land uses with the purposes of attracting professional office uses, allowing administrative and professional office uses and other services that support light industrial and research and development sites nearby, providing opportunities for quality employment and development of emerging technology, entrepreneurship, and innovation, and facilitating the creation of a thriving business environment with goods and services that support adjacent neighborhoods as well as the employment base; and

WHEREAS, the proposed artwork location, size, and design is required to be reviewed by the Planning Commission at a public meeting per condition 15.2.1 of the Third Amended and Restated Conditional Development Permit for the Facebook (now Meta) Campus Expansion Project; and

WHEREAS, the proposed Project complies with all applicable objective standards of the City’s Zoning Ordinance, is generally appropriately sized, located, and illuminated, is consistent with the City’s General Plan goals, policies, and programs, and is consistent with the Third Amended and Restated Conditional Development Permit; and

WHEREAS, the proposed artwork would be a maximum of 40 feet in height and 20 feet in width, located along the northwest elevation and adjacent to the exterior red staircase, facing Chilco Street and near the intersection of Chilco Street and Meta Way, and would be lit by strip lighting fixtures that would be downcast and upcast directly above and below the artwork to focus all lighting onto the artwork and limit light spillover; and

WHEREAS, the Project, requires discretionary actions by the City as summarized above, and therefore the California Environmental Quality Act (“CEQA,” Public Resources Code Section §21000 et seq.) and CEQA Guidelines (Cal. Code of Regulations, Title 14,

§15000 et seq.) require a determination regarding the Project's compliance with CEQA; and

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

WHEREAS, the Project is categorically exempt from environmental review pursuant to CEQA Guidelines §15301 (Existing Facilities); and

WHEREAS, the Project is also consistent with the Certified EIR, First and Second Addenda to the Certified EIR for the Facebook Campus Expansion Project; and

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

WHEREAS, at a duly and properly noticed public hearing held on June 5, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the Project.

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

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

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

The approval of an artwork location review permit to install artwork on the northwest building elevation, for a hotel currently under construction, is granted based on the following finding:

1. The proposed artwork size, location, and lighting adequately address Condition 15.2.1 of the Third Amended and Restated Conditional Development Permit (CDP) for the Meta Campus Expansion Project, which requires Planning Commission review to ensure appropriate sizing, positioning, and lighting for the proposed artwork. The artwork would be located on the façade of the building adjacent to an exterior stairwell. The artwork would not extend beyond the façade of the building and would be appropriately scaled with regard to the adjacent exterior staircase. The proposed lighting would be directed onto the surface of the artwork to limit light spillover and would not result in additional visual or safety impacts.

Section 3. Artwork Location Review Permit. The Planning Commission approves the artwork location, size, and design parameters, which are depicted in and subject to the development plans and project description letter, which are attached hereto and incorporated herein by this reference as Exhibit A and Exhibit B, respectively. The artwork review is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C.

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

A. The Project is categorically exempt from environmental review pursuant to Cal. Code of Regulations, Title 14, §15301 et seq. (Existing Facilities).

B. The Project is consistent with the Certified EIR, First and Second Addenda to the Certified EIR for the Facebook Campus Expansion Project.

Section 5. Severability.

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

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on June 5, 2023, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 5th day of June, 2023.

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

Exhibits

- A. Project plans
- B. Project description letter
- C. Conditions of approval



BASKERVILL, P.O. BOX 400, RICHMOND, VA 23218-0400

NOT FOR
CONSTRUCTION

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WITHOUT EXPRESSED WRITTEN CONSENT.

PROJECT NUMBER
2.200104.0

citizenM Menlo Park
2 Meta Way, Menlo Park, CA 94025

ISSUE
05/17/2023-
ART FACADE REVIEW



DELIVERY/SERVICE
EXIT & ENTRANCE
W/ SECURITY GAT

NOT FOR
CONSTRUCTION

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PROJECT NUMBER
2.200104.0

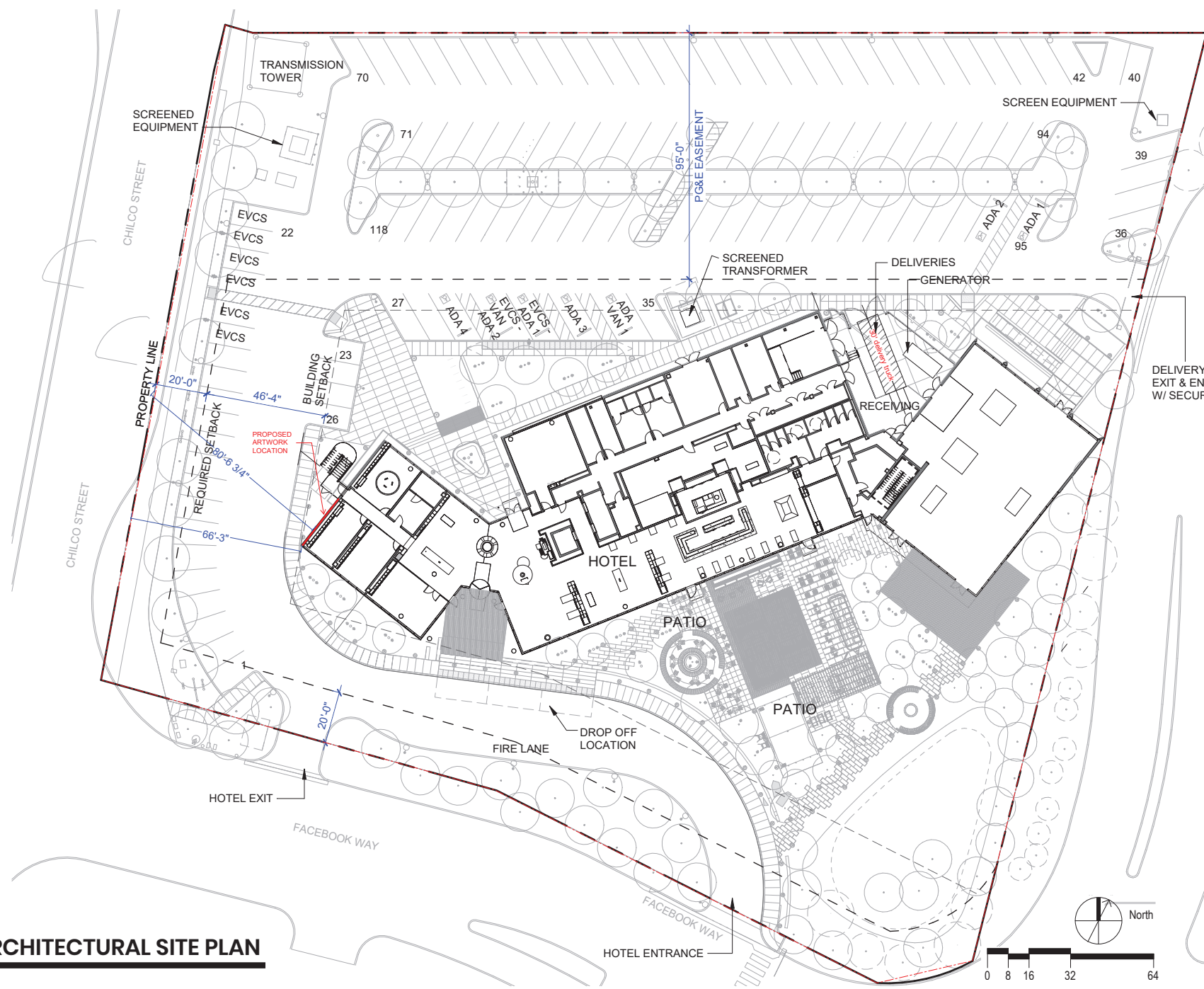
citizenM Menlo Park
2 Meta Way, Menlo Park, CA 94025

ISSUE
05/17/2023-
ART FACADE REVIEW

ARCHITECTURAL SITE PLAN
PAGE 2

1 ARCHITECTURAL SITE PLAN

A6





Baskervill



1 SOUTH ELEVATION
SCALE: 3/32" = 1'-0"

BASKERVILL, P.O. BOX 4001, BIRMINGHAM, AL 35202-0401

NOT FOR
CONSTRUCTION

DISCLAIMER: THESE DRAWINGS, SPECIFICATIONS AND SCHEDULES ARE PRELIMINARY AND NOT FOR CONSTRUCTION. ANY CHANGES MUST BE APPROVED BY THE ARCHITECT.

PROJECT NUMBER
2.200104.0

citizenM Menlo Park
2 Meta Way, Menlo Park, CA 94025

ISSUE
05/17/2023-
ART FACADE REVIEW



2 NORTH ELEVATION
SCALE: 3/32" = 1'-0"

LIGHT FIXTURE TO BE
ARMATURE MOUNTED ABOVE
ART MURAL

LIGHT FIXTURE TO BE
ARMATURE MOUNTED ABOVE
ART MURAL

PROPOSED ARTWORK
LOCATION

COLOR ELEVATIONS
PAGE 3



1 ARCHITECTURAL RENDERING

BASKERVILL, P.O. BOX 400, RICHMOND, VA 23218-0400

NOT FOR
CONSTRUCTION

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PROJECT NUMBER
2.200104.0

citizenM Menlo Park
2 Meta Way, Menlo Park, CA 94025

ISSUE
05/17/2023-
ART FACADE REVIEW

COLOR RENDERING
PAGE 4

citizenM Hotel – Menlo Park
Exterior Artwork
Project Description

The citizenM Hotel project located on the Facebook West Campus is an approximately 79,000 square foot, 240-room hotel, with a 4,300 square foot restaurant. The hotel was originally approved by the City Council in connection with the Facebook Campus Expansion Project in November 2016. In February 2020, the City Council approved a revised project that, among other things, increased the number of rooms to 240. The Planning Commission subsequently approved major modifications to the Third Amended and Restated Conditional Development Permit (the “CDP,” which covers Buildings 20, 21, 22 and 23, in addition to the hotel) in April 2022 for, among other things, interior and exterior changes to the landscaping and on-site circulation. The hotel is currently under construction and anticipating a substantial completion date in September 2023.

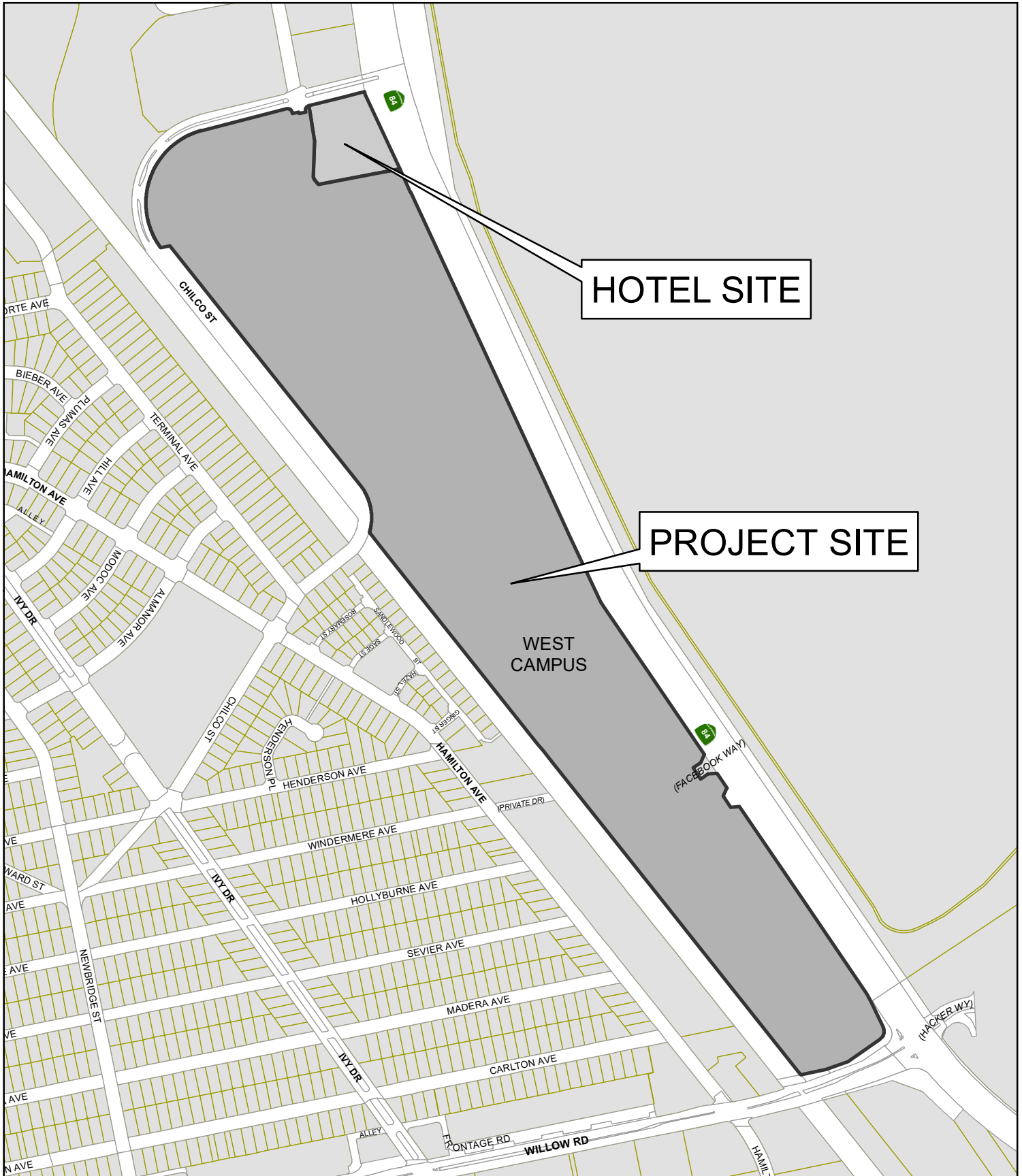
The purpose of this application is to seek the Planning Commission’s formal review and approval of certain specifications for the exterior artwork unrelated to the content, including the size, location, and lighting, as required under Section 15.2 of the CDP. The size and location of the artwork for which approval is being sought is depicted in the renderings included in the approved plan set dated “received” March 16, 2022. Those renderings were presented to and approved by the Planning Commission in April 2022.

The artwork is located on the north elevation next to the exterior stairs and would be primarily visible from Chilco Street. The proposed location and size (40’ x 20’) remain unchanged since that time. The artwork will be illuminated using both uplighting and downlighting, with strip lights affixed to the façade directly above and below the artwork that would avoid any potential for spillover and instead solely illuminate the artwork itself. The artwork itself would be printed on a highly durable and waterproof 3M vinyl material and installed on steel panels with a protective overlamine for increased durability and longevity.

Art Selection Process

Although not a part of the Planning Commission’s review, Section 15.2 of the CDP required us to conduct community outreach to help ensure that the artwork reflects the community’s values and input. Consistent with the proposal we outlined to staff in March 2022, we subsequently solicited the community’s input through a robust outreach process and established a Selection Committee to select the artist and artwork that will be installed. The Committee was established in late 2022. Subsequently, over fifty submissions by artists were reviewed during a pre-selection process which resulted was subsequently narrowed to ten artists, and then three artists after a more formal RFP process. Currently, the Committee is in the process of selecting the final artist and artwork, with an announcement targeted for later this Summer.

LOCATION: 2 Meta Way	PROJECT NUMBER: PLN2022-00030	APPLICANT: Ben McGhee	OWNER: Ben McGhee
<p>PROJECT CONDITIONS:</p> <ol style="list-style-type: none"> 1. The artwork location review shall be subject to the following standard conditions: <ol style="list-style-type: none"> a. Development of the project shall be substantially in conformance with the plans prepared by Baskervill, consisting of four plan sheets, dated received May 17, 2023 and approved by the Planning Commission on June 5, 2023, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. b. The project shall adhere to all ordinances, plans, regulations, and specifications of the City of Menlo Park and all applicable local, State, and Federal laws and regulations. c. Prior to building permit issuance, the applicant shall comply with all West Bay Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project. d. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. e. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application. f. The applicant or permittee shall defend, indemnify, and hold harmless the City of Menlo Park or its agents, officers, and employees from any claim, action, or proceeding against the City of Menlo Park or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit, or land use approval; provided, however, that the applicant's or permittee's duty to so defend, indemnify, and hold harmless shall be subject to the City's promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City's full cooperation in the applicant's or permittee's defense of said claims, actions, or proceedings. g. Notice of Fees Protest – The applicant may protest any fees, dedications, reservations, or other exactions imposed by the City as part of the approval or as a condition of approval of this development. Per California Government Code 66020, this 90-day protest period has begun as of the date of the approval of this application. 2. The artwork location review shall be subject to the following project-specific condition: <ol style="list-style-type: none"> a. Prior to building permit issuance, the applicant shall demonstrate compliance with all applicable project-specific conditions of approval outlined in Sections 9 and 15 of the Third Amended and Restated CDP and Mitigation, Monitoring, and Reporting Program (MMRP) mitigation measures, subject to review and approval by the Planning, Building, Engineering, and Transportation Divisions. b. The location of the artwork shall be consistent with the location identified in the approved plan set, prepared by Baskervill, consisting of four plan sheets, dated received May 17, 2023. c. The artwork installation shall be a maximum of 40 feet in height and 20 feet in width. d. If illuminated, the artwork shall be externally illuminated with downcast and upcast lighting per the approved plans, and designed to only illuminate the artwork. Any illumination shall comply with the requirements to the mitigation monitoring and reporting program of the certified EIR for the Campus Expansion Project. 			

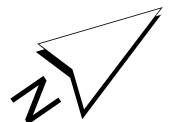


CITY OF MENLO PARK

LOCATION MAP

CITIZENM ARTWORK LOCATION REVIEW

DRAWN: MAP CHECKED: CDS DATE: 6/5/23 SCALE: 1" = 300' SHEET: 1



Attachment C - Detailed Location Map



Legend

- Project Location
- Select Meta Campus Buildings
- Single-Family Zoned Parcels

0 230 460 690 920 Feet





STAFF REPORT

Planning Commission

Meeting Date:

6/5/2023

Staff Report Number:

23-037-PC

Public Hearing:

Consider and adopt a resolution to approve a use permit to excavate within the required front setback for a mechanical automobile turntable on a standard lot in the R-1-U (Single Family Urban Residential) zoning district, at 1383 Woodland Avenue

Recommendation

Staff recommends that the Planning Commission consider and adopt a resolution to approve a use permit to excavate within the required front setback for a mechanical automobile turntable on a standard lot in the R-1-U (Single Family Urban Residential) zoning district. The project also includes a new two-story home and detached accessory dwelling unit (ADU), which are permitted uses and not subject to discretionary review. The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

Each use permit request is considered individually. The Planning Commission should consider whether the required use permit findings can be made for the proposed excavation within the required yard associated with the proposed single-family residence.

Background

Site location

The subject property is a vacant panhandle lot located at 1383 Woodland Avenue, on the east side of Woodland Avenue between Emma Lane and Menalto Avenue, in the Willows neighborhood. A location map is included as Attachment B. The surrounding area includes a mixture of older and newer single-family residences in a variety of architectural styles including craftsman, traditional, and contemporary. All parcels in the general vicinity are also zoned R-1-U.

Analysis

Project description

The applicant is proposing to build a new two-story single-family residence with a detached ADU at the rear of the property. The proposed residence would include a two-car garage in which the mechanical automobile turntable is a required element to facilitate the entrance and egress of vehicles. The use permit request is specific to the excavation within the required yard for the auto-turntable at the front of the

garage.

The project plans and the applicant's project description letter are included as Exhibits A and B to Attachment A, respectively.

Of particular note with regard to Zoning Ordinance requirements:

- The proposal includes an auto turn table in front of the garage, which requires excavation within the required front setback.
- The proposed project would adhere to all Zoning Ordinance regulations for setbacks, lot coverage, floor area limit, height, daylight plane, and parking, and the use permit request is limited to the excavation within the required yard.

Excavation

The applicant is requesting a use permit to allow excavation in the required front setback. The subject parcel is a panhandle lot where the front lot line is not oriented toward the street. The parcel is oriented with the front lot line being where the left side lot line would normally exist and shares the side lot line of the adjoining parcel. The mechanical automobile turntable requires 26.75 inches of excavation for the in-ground installation of mechanical equipment needed for its function. The finished edge of the turntable would be approximately three feet from the front lot line. The turntable would be required to comply with the City's noise ordinance of 60 dBA during daytime hours and 50 dBA during nighttime hours.

Excavation, which is defined by the Zoning Ordinance as the removal of dirt to a depth of more than 12 inches within required setbacks, requires use permit approval by the Planning Commission. The applicant has identified the area to be excavated on the proposed site plan located in Exhibit A to Attachment A.

Design and materials

The proposed two-story residence and detached ADU are permitted uses and the Planning Commission should focus its review on the request for excavation in the required yard. However, for context, the applicant states that the architectural style for the proposed residence would be Modern. The exterior materials would include painted cement plaster stucco finish accented with brick veneer and wood paneling. Roofing would be a combination of TPO (Thermoplastic Polyolefin) and standing-seam metal accents. Windows are to be dual-pane, aluminum framed windows with no grids in Gunmetal gray color. The modern design would be consistent with the eclectic architectural style typical of the surrounding properties. The auto turntable platform would be finished in a material to be chosen by the applicant and could include concrete, pavers, tiles, or exposed aggregate in order to be as visually unintrusive as possible with the driveway.

Trees and landscaping

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

Based on the arborist report, there are 39 trees on and adjacent to this property, of which 17 are heritage trees and none are street trees. Fourteen, of which two are heritage, are recommended for removal, as

they conflict with project features. One tree recommended for removal is a non-protected offsite tree. The heritage trees consist of trees #1-3, 5, & 8 (Coast Live Oak, *Quercus agrifolia*), #10, 13-17, 23, 36, & 37 (Coast Redwood, *Sequoia sempervirens*), and #12 (Persian Silk, *Albizia julibrissin*). Trees #10 and 17 (Coast Redwood, *Sequoia sempervirens*) were recommended for removal and have been conditionally approved for removal to facilitate development.

A total of 22 trees assessed are non-heritage size and species of which 12 are proposed for removal. Of the trees proposed for removal, 11 are on the subject property and one is located off-site. These trees consist of #9 (Unknown), 11 & 18 (Coast Redwood, *Sequoia sempervirens*), 20-22 (Callery pear, *Pyrus calleryana*), 24 (Orange, *Citrus sinensis*), 25 (Kumquat, *Citrus japonica*), 26-28 (Crape myrtle, *Lagerstroemia indica*), and 38 (Japanese maple, *Acer palmatum*).

To protect the heritage and non-heritage trees on site, the arborist report has identified such measures as tree protection fencing, irrigation and mulching over impacted root protection zones, exposing roots through hand digging, potholing, or using an air spade, applying a geotextile fabric, trenching with hydro-vac equipment or air spade, placing piping beneath roots, or boring deeper trenches underneath roots, and a certified arborist monitoring during and after construction. All recommended tree protection measures identified in the arborist report would be implemented and ensured as part of condition 1h.

Correspondence

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

Conclusion

Staff believes that the proposed excavation within the required yard would have limited impact on the adjacent neighboring properties, given the location and extent of the excavation. Staff believes the excavation would be compatible with the surrounding neighborhood and have limited visibility. Staff recommends that the Planning Commission approve the proposed use permit request for excavation within the required yard.

Impact on City Resources

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

Environmental Review

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

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Public notification also consisted of publishing a notice in the local newspaper

and notification by mail of owners and occupants within a 300-foot radius of the subject property.

Appeal Period

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

Attachments

- A. Draft Planning Commission Resolution of Approval Adopting Findings for project Use Permit, including project Conditions of Approval
 - Exhibits to Attachment A
 - A. Project Plans
 - B. Project Description Letter
 - C. Conditions of Approval
- B. Location Map
- C. Arborist Report

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

Exhibits to Be Provided at Meeting

None

Report prepared by:
Connor Hochleutner, Assistant Planner

Report reviewed by:
Corinna Sandmeier, Principal Planner

PLANNING COMMISSION RESOLUTION NO. 2023-XX**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING A REQUEST FOR A USE PERMIT TO EXCAVATE WITHIN THE REQUIRED FRONT SETBACK FOR A MECHANICAL AUTOMOBILE TURNABLE ON A STANDARD LOT IN THE R-1-U (SINGLE FAMILY URBAN RESIDENTIAL) ZONING DISTRICT.**

WHEREAS, the City of Menlo Park (“City”) received an application requesting a use permit to excavate within the required front setback for a mechanical automobile turntable on a standard lot in the R-1-U (Single Family Urban Residential) zoning district (collectively, the “Project”) from the property owner Eilien Choo (“Owner”), located at 1383 Woodland Avenue (APN 063-452-390) (“Property”). The project also includes a new two-story home and detached ADU, which are permitted uses, and not subject to discretionary review. The Project use permit is depicted in and subject to the development plans and project description letter, which are attached hereto as Exhibit A and Exhibit B, respectively, and incorporated herein by this reference; and

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

WHEREAS, the proposed Project complies with all objective standards of the R-1-U district; and

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

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

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

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

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

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

WHEREAS, at a duly and properly noticed public hearing held on June 5, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the Project.

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

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

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

The approval of the use permit for excavation within the required front setback for a mechanical automobile turntable on a standard lot is granted based on the following findings which are made pursuant to Menlo Park Municipal Code Section 16.82.030:

1. That the establishment, maintenance, or operation of the use applied for will, under the circumstance of the particular case, not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing in the neighborhood of such proposed use, or injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city because:
 - a. Consideration and due regard were given to the nature and condition of all adjacent uses and structures, and to general plans for the area in question and surrounding areas, and impact of the application hereon; in that, the proposed excavation for a mechanical turntable within the required front setback is designed and located in such a way to minimize impact on adjacent properties and is shielded from view from the public right-of-way.
 - b. The proposed Project is designed to meet all the applicable codes and ordinances of the City of Menlo Park Municipal Code and the Commission concludes that the Project would not be detrimental to the health, safety, and welfare of the surrounding community as the mechanical turntable would be located in a single-family neighborhood and due to the nature of the panhandle lot orientation would be a considerable distance away from the public right-of-way. The depth of the excavation would be minimized by the applicant's model choice for the turntable. The Arborist Report also concludes that the excavation, along with the tree protection measures to be implemented during construction would cause minimal disruption to the surrounding trees.

Section 3. Conditional Use Permit. The Planning Commission approves Use Permit No. PLN2022-000057, which use permit is depicted in and subject to the development plans and project description letter, which are attached hereto and incorporated herein by this reference as Exhibit A and Exhibit B, respectively. The Use Permit is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C.

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

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

Section 5. SEVERABILITY

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

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on June 5, 2023, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 5th day of June, 2023

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

Exhibits

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

Scope of Work

New flush vehicle turntable in front yard of panhandle lot.

Location Map



Assessor's Parcel Map



Project Summary

Assessor's Parcel Number	063-452-390
Jurisdiction:	Menlo Park
Zoning:	B-1-U
Lot Area:	6,500.00 square feet
Lot Width:	65 feet
Lot Depth:	100 feet

Applicable Codes

- The below codes with Redwood City Amendments apply to this project:
1. Menlo Park City Municipal Code
 2. 2022 California Administrative Code (CAC)
 3. 2022 California Building Code (CBC)
 4. 2022 California Residential Building Code (CRB)
 5. 2022 California Electrical Code (CEC)
 6. 2022 California Mechanical Code (CMC)
 7. 2022 California Plumbing Code (CPC)
 8. 2022 California Energy Code (CEC)
 9. 2022 California Historical Code (CHC)
 10. 2022 California Fire Code (CFC)
 11. 2022 California Existing Building Code (CEBC)
 12. 2022 California Green Building Standards
 13. 2022 California Referenced Standards

Perspective View



Owner

Ellen Chao & Kim Ng
415 521 8521
Ellen@Hotmail.com

Architect

Aardvark Architecture, Inc.
Sean Rinde, Principal
408 478 7174
58@AardvarkArchitecture.com

Landscape Architect

Elements Landscape
Jim Redman
450 222 0038
jim@elements-landscape.com

Arborist

Aesculus Arboricultural Consulting
Katherine Noegele
408 201 9407
Katherine@AACarbor.com

Surveyor

LC Engineering
Ninh Le
408 806 7187
NLe@LCEngineering.net

Sheet Index

Architectural:

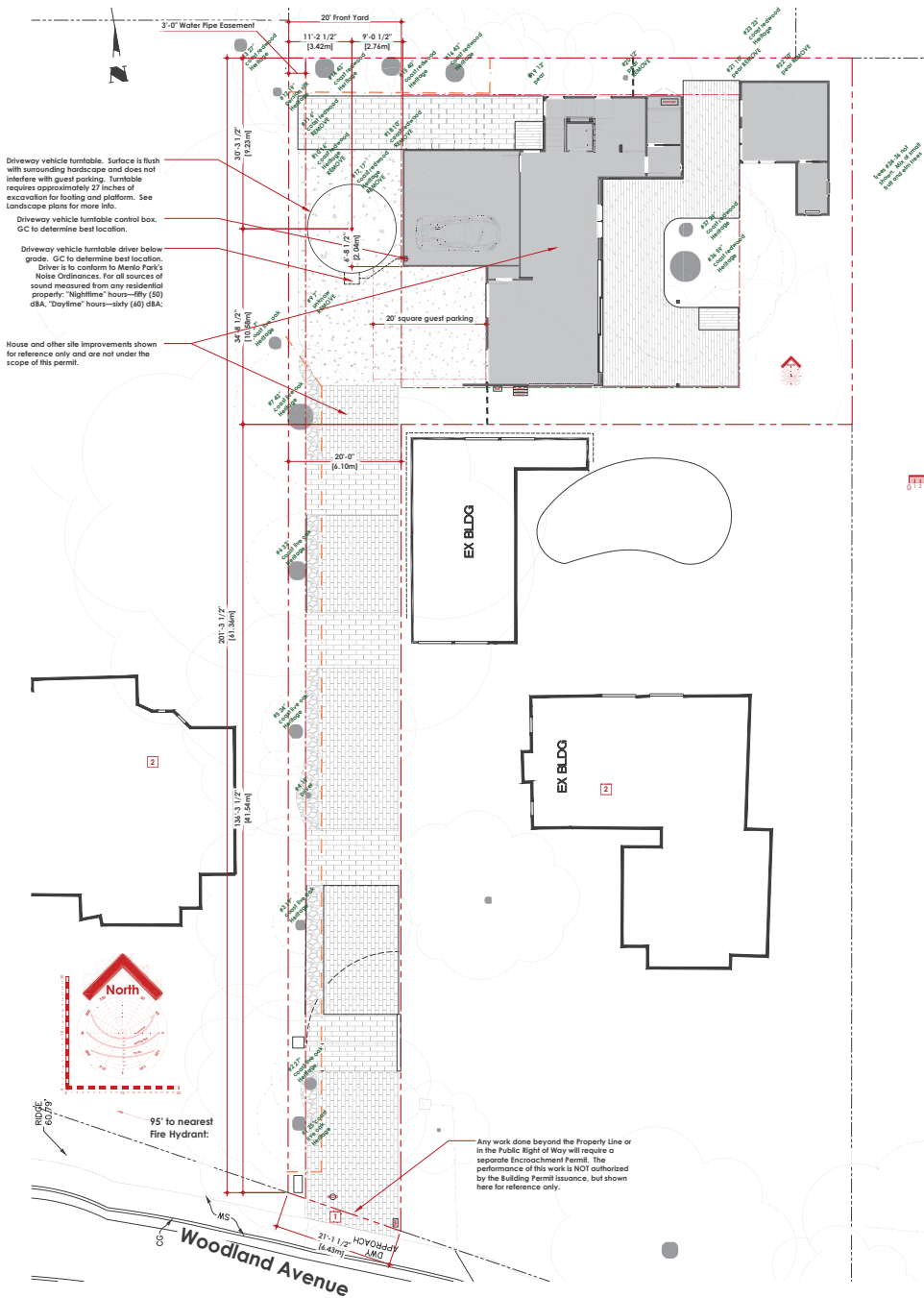
A1.0 Turn Table Site Plan

Surveyor:

- Boundary and Topographic Survey

Landscape:

L1.1 Landscape Site Details



Keynotes:

1. Any work done beyond the Property Line or in the Public Right of Way will require a separate Encroachment Permit. The performance of this work is NOT authorized by the Building Permit issuance, but shown here for reference only.
2. Approximate location of neighboring structure.

Property Line. See Survey for more info.
Minimum required Setback or Easement.

Existing trees to remain and be protected during the course of construction. Do not leave any materials, tools, or debris within the drip line of the trees. See Arborist Report by Aesculus Arboricultural Consulting. When excavating within TFEs for any feature, hand excavate edge nearest trunk to the full depth of the feature being installed or to a depth of three feet whichever is shallower. Retain as many roots as practical. If roots 1-2" in diameter must be cut, sever them cleanly with a sharp saw or bypass pruners. If roots over 2" must be cut, stop work in that area and contact the project arborist for guidance. Notify project arborist when excavation is complete. Project arborist shall inspect work to make sure all roots have been cut cleanly. If excavation will be left open for more than 3 days, cover excavation with material trunk with several layers of tarp or other absorbent fabric.

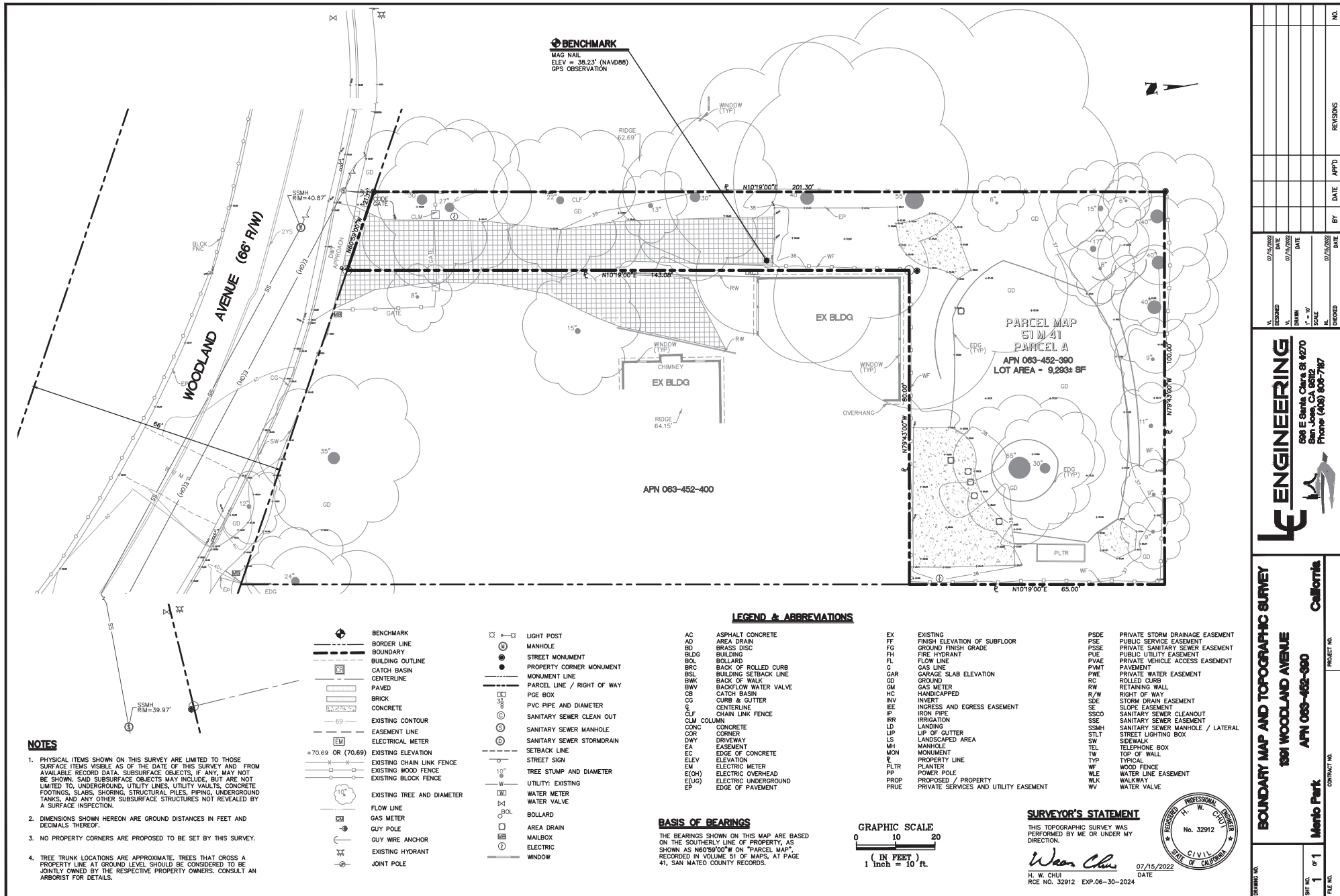
Turntable Site Plan 1



Project #2201
Ellen & Kim's
Driveway Turntable
in front yard of panhandle lot
1383 Woodland Ave, Menlo Park, CA

Date 05/16/2023
Description Use Permit #1

Turn
Table
Site Plan
A1.0



ROAD NAME : WOODLAND AVENUE

Menlo Park Planning Commission

701 Laurel Street
Menlo Park, CA 94025

Eilien&Kim's Vehicle Turntable at 1383 Woodland Ave Narrative

APN 063-452-390
Tuesday, May 16, 2023

Dear Menlo Park Planning Commission:

This proposal is for a new vehicle turntable in the front yard of 1383 Woodland Avenue, a panhandle lot located behind 1391 Woodland Avenue. The turntable is to be positioned at the end of the nearly 150-foot-long driveway in front of the home's garage to allow the garage to be 4 feet further away from the tree protection zones of some very large redwood trees onsite. The turntable requires approximately 27 inches of excavation to the bottom of the concrete slab support, which exceeds the threshold for a Use Permit.

The property owners, Eilien Choo and Kim Ng, and I eagerly await your feedback on our proposal.

Thank you,



Sean Z. Rinde, Principal

Aardvark Architecture, Inc.

State of California Architecture License #C35-023

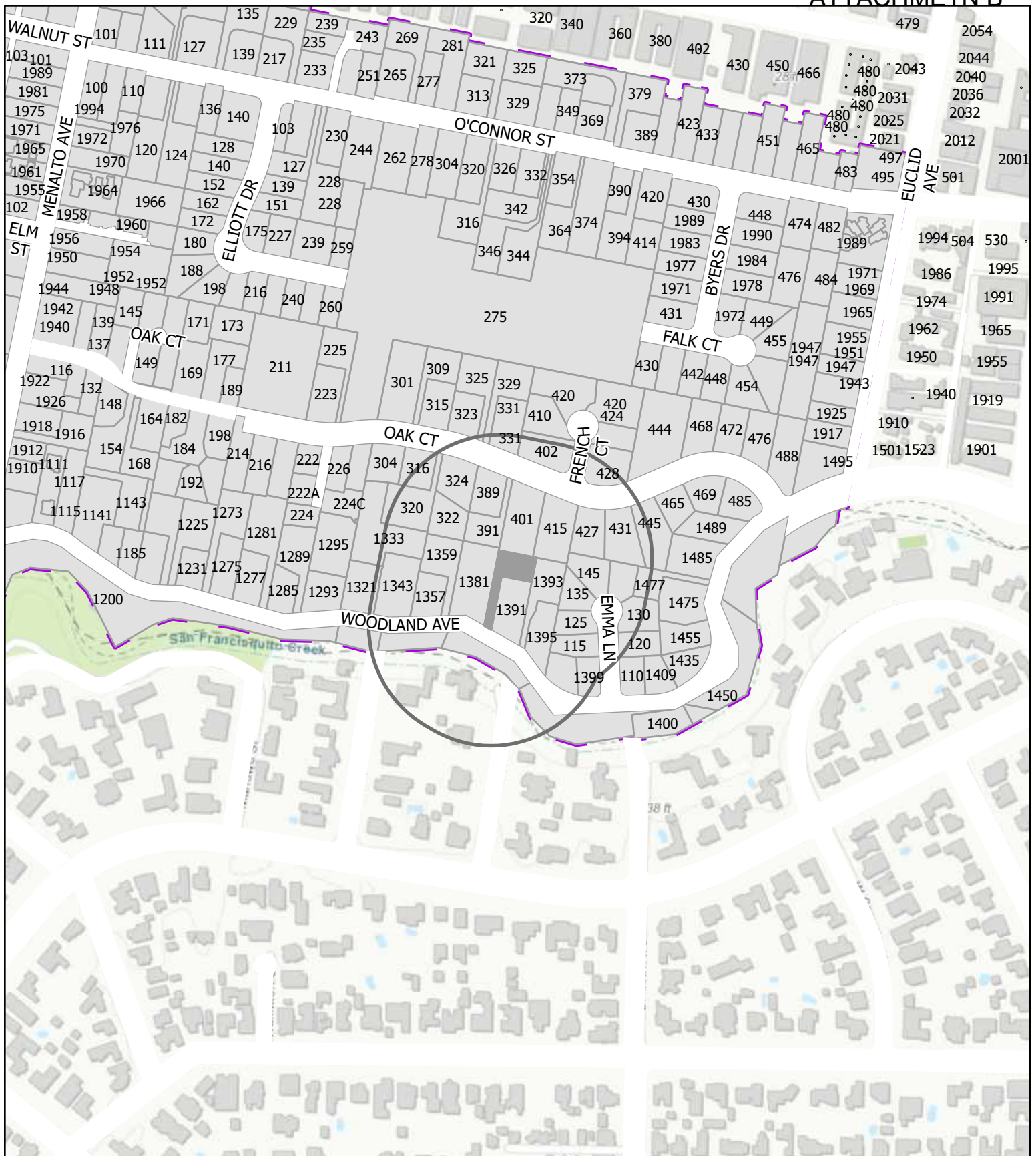
LEED Accredited Professional

408 478 7174, S@AardvarkArchitecture.com



LOCATION: 1383 Woodland Avenue	PROJECT NUMBER: PLN2022-00057	APPLICANT: Eilien Choo	OWNER: Eilien Choo
PROJECT CONDITIONS: <ol style="list-style-type: none"> 1. The use permit shall be subject to the following standard conditions: <ol style="list-style-type: none"> a. The applicant shall be required to apply for a building permit within one year from the date of approval (by June 5, 2024) for the use permit to remain in effect. b. Development of the project shall be substantially in conformance with the plans prepared by Aardvark Architecture consisting of 3 plan sheets, dated received May 16, 2023 and approved by the Planning Commission on June 5, 2023, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. c. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project. d. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. e. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes. f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division. g. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits. h. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by Aesculus Arboricultural Consulting, dated received December 6, 2022. i. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application. j. The applicant or permittee shall defend, indemnify, and hold harmless the City of Menlo Park or its agents, officers, and employees from any claim, action, or proceeding against the City of Menlo Park or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit, or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant's or permittee's duty to so defend, indemnify, and hold harmless shall be subject to the City's promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City's full cooperation in the applicant's or permittee's defense of said claims, actions, or proceedings. 			

LOCATION: 1383 Woodland Avenue	PROJECT NUMBER: PLN2022-00057	APPLICANT: Eilien Choo	OWNER: Eilien Choo
PROJECT CONDITIONS: <ul style="list-style-type: none">k. Notice of Fees Protest – The applicant may protest any fees, dedications, reservations, or other exactions imposed by the City as part of the approval or as a condition of approval of this development. Per California Government Code 66020, this 90-day protest period has begun as of the date of the approval of this application.			



CITY OF
MENLO PARK
B1

CITY OF MENLO PARK

LOCATION MAP

1383 WOODLAND AVENUE

Scale: 1:4,000

Drawn By: CDH

Checked By: CDS

Date: 6/5/2023



Tree #	Common Name	Species	DBH (in.)	Vitality (0-3)	Structure (0-3)	Heritage Tree?	Street Tree?	Off-Site Tree?	Suitability for preservation (0-3)	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	CRZ radius (ideal; ft. from center of trunk)	TPZ radius (ideal; ft. from center of trunk)	Expected Impacts	Notes
1	Coast live oak	Quercus agrifolia	25.4	3	1	X			2		\$9,900.00	3	7.4	12.7	Moderate from proposed driveway if bridged; incompatible if not bridged	Two codominant leaders diverge at about 6 feet above grade with included bark and elephant ears swelling. Leaders press against each other.
2	Coast live oak	Quercus agrifolia	26.8	3	2	X			3		\$13,100.00	3	7.8	13.4	Moderate from proposed driveway if bridged; incompatible if not bridged	-
3	Coast live oak	Quercus agrifolia	19.3	3	2	X			3		\$5,600.00	3	5.6	9.7	Moderate from proposed driveway if bridged; incompatible if not bridged	-
4	Privet	Ligustrum lucidum	14.9	3	1				2		-	-	-	-	-	-
5	Coast live oak	Quercus agrifolia	24.0	3	2	X			3		\$8,600.00	3	7.0	12.0	Moderate from proposed driveway if bridged; incompatible if not bridged	-
6	Coast live oak	Quercus agrifolia	33.2	2	2	X			2		\$16,500.00	3	9.7	24.9	Moderate from proposed driveway if bridged; incompatible if not bridged	cambial dieback on large root on tension side
7	Coast live oak	Quercus agrifolia	42.5	2	1	X			2		\$24,400.00	3	12.4	31.9	Moderate from proposed driveway if bridged; incompatible if not bridged	Property line tree. Two major limbs conflicting, with reaction growth between them.

Tree #	Common Name	Species	DBH (in.)	Vitality (0-3)	Structure (0-3)	Heritage Tree?	Street Tree?	Off-Site Tree?	Suitability for preservation (0-3)	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	CRZ radius (ideal; ft. from center of trunk)	TPZ radius (ideal; ft. from center of trunk)	Expected Impacts	Notes
8	Coast live oak	Quercus agrifolia	27	2	2	X			2		\$9,800.00	3	7.9	20.3	Moderate from proposed driveway if bridged; incompatible if not bridged	Neighbor tree; DBH estimated
9	Unknown	Unknown	6.6	3	3			X	3	X	-	-	-	-	-	May possibly be an avocado grown from seed
10	Coast redwood	Sequoia sempervirens	16.3	3	3	X		X	3	X	\$3,790.00	3	4.8	8.2	Incompatible with proposed driveway	-
11	Coast redwood	Sequoia sempervirens	5.7	2	3			X	3	X	-	-	-	-	-	-
12	Persian silk tree	Albizia julibrissin	19	2	2	X		X	2		\$5,700.00	1	5.5	23.8	Moderate from proposed paved area behind driveway if bridged; incompatible if not bridged	Neighbor tree; DBH estimated
13	Coast redwood	Sequoia sempervirens	27	3	3	X		X	3		\$9,400.00	3	7.9	13.5	Minor from proposed paved area behind driveway	Neighbor tree; DBH estimated
14	Coast redwood	Sequoia sempervirens	43.0	3	3	X			3		\$26,400.00	3	12.5	21.5	Moderate from proposed paved area behind driveway if bridged; incompatible if not bridged	-
15	Coast redwood	Sequoia sempervirens	39.7	3	3	X			3		\$22,500.00	3	11.6	19.9	Moderate from proposed paved area behind driveway if bridged; incompatible if not bridged	-

Tree #	Common Name	Species	DBH (in.)	Vitality (0-3)	Structure (0-3)	Heritage Tree?	Street Tree?	Off-Site Tree?	Suitability for preservation (0-3)	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	CRZ radius (ideal; ft. from center of trunk)	TPZ radius (ideal; ft. from center of trunk)	Expected Impacts	Notes
16	Coast redwood	Sequoia sempervirens	42.5	3	3	X			3		\$25,800.00	3	12.4	21.3	Moderate from proposed paved area behind driveway if bridged; incompatible if not bridged	-
17	Coast redwood	Sequoia sempervirens	17.0	3	3	X		X	3	X	\$4,120.00	3	5.0	8.5	Incompatible with proposed driveway	-
18	Coast redwood	Sequoia sempervirens	9.6	3	3			X	3	X	-	-	-	-	-	-
19	Callery pear	Pyrus calleryana	12.7	3	2			X	3		-	-	-	-	-	-
20	Callery pear	Pyrus calleryana	11.7	3	2			X	3	X	-	-	-	-	-	-
21	Callery pear	Pyrus calleryana	9.5	1	2			X	2	X	-	-	-	-	-	-
22	Callery pear	Pyrus calleryana	9.6	3	2			X	3	X	-	-	-	-	-	-
23	Coast redwood	Sequoia sempervirens	23.0	3	3	X			3		\$7,500.00	3	6.7	11.5	Minor to moderate from proposed gravel walkway	-
24	Orange	Citrus sinensis	4.8	3	3			X	3	X	-	-	-	-	-	-
25	Kumquat	Citrus japonica	4.3	3	2			X	3	X	-	-	-	-	-	-
26	Crape myrtle	Lagerstroemia indica	4.5	3	2			X	3	X	-	-	-	-	-	-
27	Crape myrtle	Lagerstroemia indica	4.1	3	2			X	3	X	-	-	-	-	-	-
28	Crape myrtle	Lagerstroemia indica	6.5	3	2			X	3	X	-	-	-	-	-	-
29	Callery pear	Pyrus calleryana	8	2	2				2		-	-	-	-	-	Neighbor tree; DBH estimated

Tree #	Common Name	Species	DBH (in.)	Vitality (0-3)	Structure (0-3)	Heritage Tree?	Street Tree?	Off-Site Tree?	Suitability for preservation (0-3)	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	CRZ radius (ideal; ft. from center of trunk)	TPZ radius (ideal; ft. from center of trunk)	Expected Impacts	Notes
30	American elm	Ulmus americana	7	3	2				3		-	-	-	-	-	Neighbor tree; DBH estimated
31	American elm	Ulmus americana	7	3	2				3		-	-	-	-	-	Neighbor tree; DBH estimated
32	American elm	Ulmus americana	7	3	2				3		-	-	-	-	-	Neighbor tree; DBH estimated
33	American elm	Ulmus americana	7	3	2				3		-	-	-	-	-	Neighbor tree; DBH estimated
34	Bay laurel	Laurus nobilis	10	2	2				2		-	-	-	-	-	Neighbor tree; DBH estimated
35	Bay laurel	Laurus nobilis	10	2	2				2		-	-	-	-	-	Neighbor tree; DBH estimated
36	Coast redwood	Sequoia sempervirens	59	3	3	X			3		\$49,700.00	3	17	30	Moderate from proposed house if part of foundation is pier and beam; incompatible if slab or stem wall; moderate from proposed ADU; moderate from proposed water feature and boulders within CRZ; minor from proposed deck if footings are placed to avoid tree roots; minor from proposed perimeter paver walkway, raised planter beds, and lawn	-

Tree #	Common Name	Species	DBH (in.)	Vitality (0-3)	Structure (0-3)	Heritage Tree?	Street Tree?	Off-Site Tree?	Suitability for preservation (0-3)	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	CRZ radius (ideal; ft. from center of trunk)	TPZ radius (ideal; ft. from center of trunk)	Expected Impacts	Notes
37	Coast redwood	Sequoia sempervirens	29	3	3	X			3		\$9,700.00	3	9	15	Minor from proposed house if part of foundation is pier and beam, moderate if slab or stem wall; minor from proposed ADU; moderate from proposed water feature and boulders within CRZ; minor from proposed deck if footings are placed to avoid tree roots; minor from proposed perimeter paver walkway, raised planter beds, and lawn	-
38	Japanese maple	Acer palmatum	8	3	2			X	3	X	-	-	-	-	-	-
39	Red maple	Acer rubrum	12	3	1			X	2		-	-	-	-	-	Two codominant leaders diverging at about 8 feet above grade with included bark and elephant ears swelling. Many long, large-diameter branches with weak attachments.



10/24/2022

Eilien Choo
'O' Woodland Avenue
(behind 1391 Woodland Avenue)
Menlo Park, CA 94025
4155218521
eilien@hotmail.com

Re: Tree protection for New Single-Family Home at 'O' Woodland Avenue

Dear Eilien,

At your request, we have visited the property referenced above to evaluate the trees present with respect to the proposed project. The report below contains our analysis.

Summary

There are 39 trees on and adjacent to this property, of which 17 are Heritage Trees and none are street trees. Fourteen, of which two are heritage, are recommended for removal, as they conflict with project features. One tree recommended for removal is a non-protected offsite tree.

All other trees are in reasonably good condition and should be retained and protected as detailed in the Recommendations, below. With proper protection, all are expected to survive and thrive during and after construction.

Assignment and Limits of Report

We have been asked to write a report detailing impacts to trees from the proposed [Project description] on this property. This report may be used by our client and other project members as needed to inform all stages of the project.

All observations were made from the ground with basic equipment. No root collar excavations or aerial inspections were performed. No project features had been staked at the time of our site visit.

Tree Regulations

In the City of Menlo Park, native oak trees are protected at 10 inches DBH (diameter at breast height, 4.5 feet above grade), and all other trees are protected at 15 inches DBH. Street trees are protected regardless of size.

According to the Heritage Tree Ordinance Administrative Guidelines, the dollar value of replacement trees is determined as follows:

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

We highly recommend that all members of the project team familiarize themselves with the following documents guiding tree protection during construction in Menlo Park, as they are complex, and failure to follow them can result in project delays:

1. Heritage Tree Ordinance Administrative Guidelines -
<https://www.menlopark.org/DocumentCenter/View/25577/Heritage-tree-ordinance-administrative-guidelines---draft>
2. Arborist Report Requirements: Large Projects -
<https://www.menlopark.org/DocumentCenter/View/25468/Arborist-report-large-project-requirements#:~:text=The%20Arborist%20Report%20shall%20include,proposed%20for%20removal%20of%20heavy>

3. Tree Protection Specifications -

<https://www.menlopark.org/DocumentCenter/View/90/Tree-Protection-Specifications>

Observations

Trees

There are 39 trees on and adjacent to this property (Images 1-39, below). Eleven are coast redwoods (*Sequoia sempervirens*), seven are coast live oaks (*Quercus agrifolia*), five are Callery pears (*Pyrus calleryana*), and the remaining 16 are of various species.

Protected statuses - trees #1-3, 5-, 8, 10, 12-17, 23, 36, and 37 are Heritage Trees. Trees #4, 9, 11, 18-22, 24-35, 38, and 39 are not protected. Trees #7, 8, 12, 13, 23, 29-35, 38, and 39 overhang the property from adjacent properties. No street trees are present.

Health - most trees present are in moderate to good health. Only tree #21 is in poor health.

Structural issues - most trees present exhibit good to moderate branching structure. Only trees #1, 4, 7, and 39 exhibit poor structure.

Current Site Conditions

This property is currently undeveloped. It is a “flag” lot, located behind 1391 Woodland, with a long driveway extending past that property to the street. The grade is relatively flat.

Typical wooden property line fences are present. No fence is present between the driveway and 1391 Woodland. No utility service to this property appears to exist.

Project Features

A new single-family home is proposed, along with an ADU and a large backyard deck with a pergola, fire pit, and other features.

A walkway is proposed around the property perimeter. Gravel is proposed for some sections, and stepping stones for other sections.

No grading, drainage, utility, or fencing work is shown on the plans provided to me.

Potential Conflicts (Protected Trees Only)

Trees #1-3, 5-8 - the proposed driveway, like the existing driveway, lies within these trees' CRZs¹.

Trees #10, 17 - these trees' trunks lie within the proposed driveway footprint.

Trees #12, 14-16 - the proposed paved area behind the driveway lies within these trees' CRZs.

Tree #13 - a small portion of the proposed paved area behind the driveway lies within this tree's TPZ².

Tree #23 - part of the proposed gravel walkway lies within this tree's TPZ, approximately at the edge of its CRZ.

Tree #36 - portions of the proposed **house and ADU** lie within this tree's TPZ, with two sections of the **house foundation** within its CRZ. Most of the backyard **deck** and **pergola** lies within its TPZ and CRZ. Several areas of necessary **construction access** to the proposed house lie within its TPZ and CRZ. Most of the proposed **lawn** lies within its TPZ, some within its CRZ. Parts of the proposed perimeter **walkway** lie within its TPZ, as do parts of the proposed **planter boxes**. A proposed **water feature** and **boulders** lie within its CRZ.

Tree #37 - portions of the proposed **house and ADU** lie within this tree's TPZ. Much of the backyard **deck** and **pergola** lies within its TPZ and CRZ. Several areas of necessary **construction access** to the proposed house lie within its TPZ. Part of the proposed **lawn** lies within its TPZ. A proposed **water feature** and **boulders** lie within its CRZ.

Trees #4, 9, 11, 18-22, 24-35, 38, 39 - these trees are not protected and have not, therefore, been evaluated for potential conflicts.

¹ Critical root zone. See Discussion, Tree Map, and Tree Table for more detail.

² Tree protection zones. See Discussion, Tree Map, and Tree Table for more detail.

Testing and Analysis

Tree DBHs were taken using a diameter tape measure if trunks were accessible. Multistemmed trees were measured below the point where the leaders diverge, if possible. The DBHs of trees with non-accessible trunks were estimated visually. All trees over four inches in DBH were inventoried, as well as street trees of all sizes.

Vigor ratings are based on tree appearance and experiential knowledge of each species.

Tree location data was collected using a GPS smartphone application and processed in GIS software to create the maps included in this report. Due to the error inherent in GPS data collection, and due also to differences between GPS data and CAD drawings, tree locations shown on the map below are approximate except where matched to the survey.

We visited the site twice, on 6/8/2022 and 7/26/2022. All observations and photographs in this report were taken at those site visits.

The tree protection analysis in this report is based on the document titled "Concept Landscape Plan," dated 9/26/2022, provided to us electronically by the client.

Discussion

Tree Protection Zones (TPZs)

Tree roots grow where conditions are favorable, and their spatial arrangement is therefore unpredictable. Favorable conditions vary among species, but generally include the presence of moisture, and soft soil texture with low compaction.

Contrary to popular belief, roots of all tree species grow primarily in the top two to three feet of soil in the clay soils typical for this geographic region, with a small number of roots sometimes occurring at greater depths. Some species have taproots when young, but these almost universally disappear with age. At maturity, a tree's root system may extend out from the trunk farther than the tree is tall, and the tree maintains its upright position in much the same manner as a wine glass.

The optimal size of the area around a tree which should be protected from disturbance depends on the tree's size, species, and vigor, as shown in the following table (adapted from *Trees & Construction*, Matheny and Clark, 1998):

Species tolerance	Tree vitality³	Distance from trunk (feet per inch trunk diameter)
Good	High	0.5
	Moderate	0.75
	Low	1
Moderate	High	0.75
	Moderate	1
	Low	1.25
Poor	High	1
	Moderate	1.25
	Low	1.5

It is important to note that some roots will almost certainly be present outside the TPZ; however, root loss outside the TPZ is unlikely to cause tree decline.

Critical Root Zones (CRZs)

Although any root loss inside the TPZ may cause a short-term decline in tree condition, trees can often recover adequately from a small amount of root loss in the TPZ.

Tree stability is impacted at a shorter distance from the tree trunk. For linear cuts on one side of the tree, the minimum distance typically recommended is three times the DBH, measured from the edge of the trunk (*Best Management Practices: Root Management*, Costello, Watson, and Smiley, 2017). This is called the critical root zone (CRZ), as any distance shorter than this increases a tree's likelihood of failure.

Paved Areas Near Trees

When installing or repairing paved areas near trees, large roots can sometimes be retained with minimal long-term damage to either the tree or the pavement, and while complying with ADA requirements, by bridging over roots with a coarse sand or gravel subbase at least 4" deep.⁴

³ Matheny & Clark uses tree age, but we feel a tree's vitality more accurately reflects its ability to handle stress.

⁴ "Research Laboratory Technical Report: Sidewalk Repair Near Trees," Bartlett Tree Experts, the Bartlett Lab Staff directed by Kelby Fite, PhD, undated. Accessed on 1/10/2022 at <https://www.bartlett.com/resources/sidewalk-repair-near-trees.pdf>

Tree Appraisal Methods

We use the trunk formula technique with discounting for condition and functional and external limitations, as detailed in the second printing of the 10th Edition of the *Guide for Plant Appraisal* (Council of Tree and Landscape Appraisers, 2019).

Conclusions

Trees #1-3, 5-8 - moderate impacts are likely from the proposed driveway if it is installed using bridging as described in the Discussion section, above; if not bridged, these trees will likely need to be removed.

Trees #10, 17 - these trees are incompatible with the proposed driveway.

Trees #12, 14-16 - moderate impacts are likely from the proposed paved area behind the driveway if it is installed using bridging as described in the Discussion section, above; if not bridged, these trees will likely need to be removed.

Tree #13 - minor impacts are likely from the proposed paved area behind the driveway.

Tree #23 - minor to moderate impacts are likely from the proposed gravel walkway.

Tree #36 - moderate impacts are likely from the proposed **house** if the areas within the CRZ are installed on a pier and beam foundation; if installed on a stem wall or slab, this tree may need to be removed. Minor to moderate impacts are likely from the proposed **ADU**. Minor impacts are likely from the **deck** and **pergola**, if footings can be shifted as needed to accommodate tree roots. Moderate impacts are likely from **construction access** unless areas are protected as detailed in the Recommendations, below. Minor impacts are likely from the proposed **lawn**. Minor impacts are likely from the perimeter **walkway** and **planter boxes**. Moderate impacts are likely from the proposed **water feature** and **boulders**.

Tree #37 - minor impacts are likely from the proposed **house** if foundation segments within CRZ of tree #36 are on a pier and beam foundation, or moderate if they are on a stem wall or slab. Minor impacts are likely from the **ADU**. Minor impacts are likely from the proposed **deck** and **pergola**, if footings can be shifted as needed to accommodate tree roots. Moderate impacts are likely from **construction access** unless areas are protected as detailed in the Recommendations, below. Minor impacts are likely from installation of the

proposed **perimeter walkway, planter beds, and lawn**. Moderate impacts are likely from the proposed **water feature** and **boulders** within the CRZ.

Trees #4, 9, 11, 18-22, 24-35, 38, and 39 - these trees are not protected and have not, therefore, been evaluated for construction impacts.

Recommendations

Design Phase

1. Obtain a ground penetrating radar survey of the following areas of concern:
 - a. Driveway and pavement behind driveway within CRZs
 - b. House foundation within CRZ
 - c. Deck
2. Explore design options that minimize impacts to trees #1-3, 5-8, 12, and 14-16 from the proposed driveway and paved area behind the driveway, including, but not limited to:
 - a. Minimizing depth and compaction of subbase,
 - b. Using a gravel or coarse sand base to minimize root damage to the new pavement over time, and
 - c. Using permeable or porous paving material.
3. Explore the feasibility of using wood chips instead of gravel for portions of the unpaved perimeter walkway inside tree TPZs.
4. Explore the feasibility of not installing a water feature and boulders near trees #36 and 37.
5. Explore options to be flexible with pergola post positioning to avoid tree roots.
6. Explore the feasibility of installing the fire pit on the deck, not supported from the ground.
 - a. Route gas service to fire pit outside TPZs if feasible.

Preconstruction Phase

1. Remove trees #9-11, 17, 18, 20-22, 24-28, and 38.
 - a. A permit from the City of Menlo Park is required to remove trees #10 and 17.
 - b. Tree #38 is located on the neighboring property at 1391 Woodland, so removal will need to be coordinated with the neighbor at that address.
2. Install tree protection fencing approximately as shown in the Tree Map, below.

- a. Minimum distances from trunk centers are given on the Tree Map. A larger area may be protected if desired.
- b. Where existing barriers which will be retained impede access comparably to tree protection fencing, these barriers are an acceptable substitute for tree protection fencing.
- a. Please be aware that tree protection fencing may differ from ideal tree protection zones, and from canopy sizes.
- c. Tree protection fencing shall comprise 6' chain link fabric mounted on 1.5" diameter metal posts driven into the ground.
- d. Place a 6" layer of wood chips inside tree protection fencing.
- e. Tree protection fencing shall adhere to the requirements in the document titled "Tree Protection Specifications," available at <https://www.menlopark.org/DocumentCenter/View/90/Tree-Protection-Specifications>

Demolition Phase

- 1. When demolishing the existing driveway, start work close to the trees and proceed backwards, limiting heavy equipment to still-paved areas.

Construction Phase

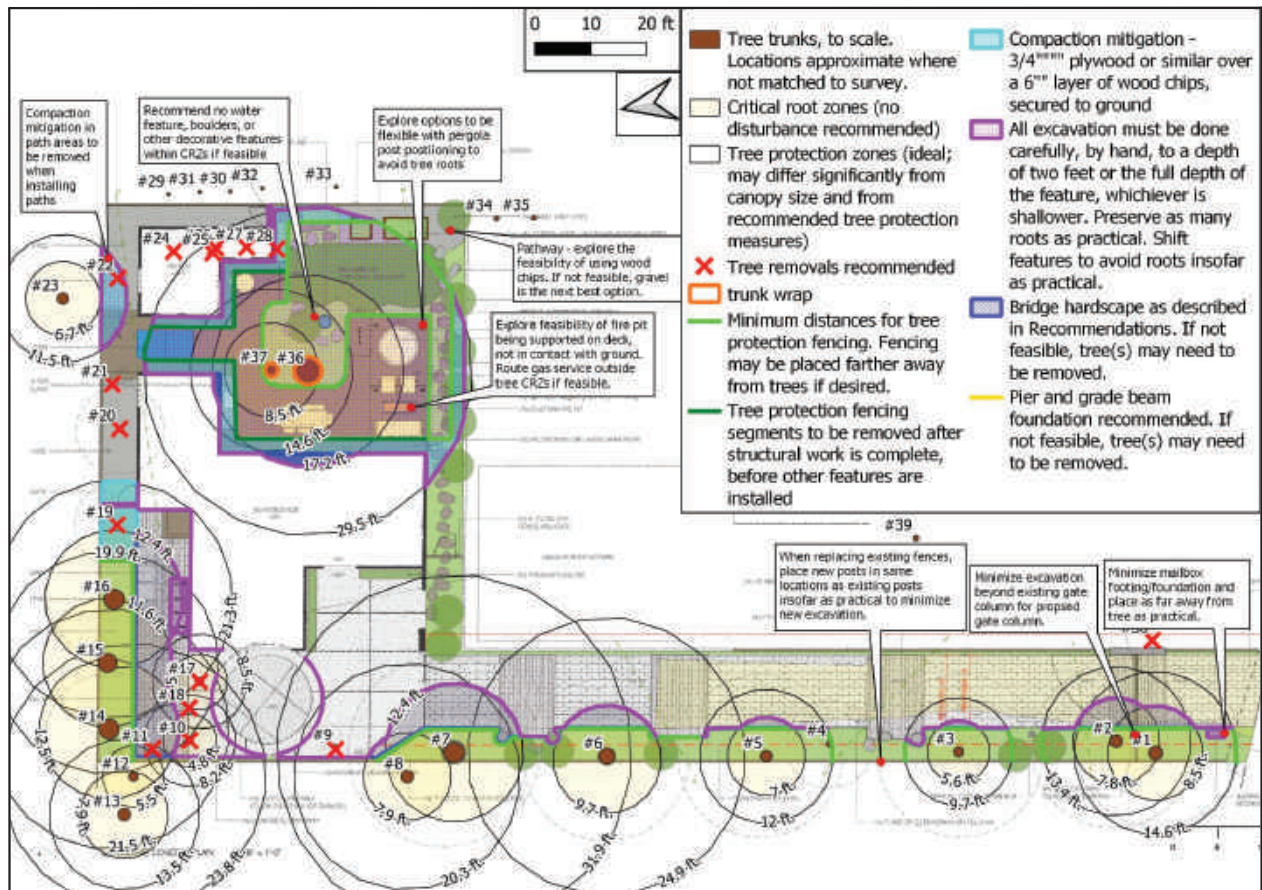
- 1. Maintain tree protection fencing as detailed above.
- 2. When excavating within TPZs for any feature:
 - a. Hand-excavate edge nearest trunk to the full depth of the feature being installed or to a depth of three feet, whichever is shallower.
 - b. Retain as many roots as practical.
 - c. If roots 1-2" in diameter must be cut, sever them cleanly with a sharp saw or bypass pruners.
 - d. If roots over 2" must be cut, stop work in that area and contact the project arborist for guidance.
 - e. Notify project arborist when excavation is complete. Project arborist shall inspect work to make sure all roots have been cut cleanly.
 - f. If excavation will be left open for more than 3 days:
 - i. Cover excavation wall nearest trunk with several layers of burlap or other absorbent fabric.

- ii. Install a timer and soaker hoses to irrigate with potable water twice per day, enough to wet fabric thoroughly.

Post-Construction Phase

1. Provide supplemental irrigation for trees #1-8, 12, 14-16, 36, and 37 to aid in root regrowth for at least three years.
 - a. Irrigate at a very slow trickle for several hours to ensure infiltration. Once per month is usually sufficient.
 - b. For native oaks, irrigation should only take place in the normal rainy season for this area (October - April), and only if rainfall is below average.
 - c. All other species should be irrigated year-round.

Tree Map



Supporting Photographs

Image 1: coast live oak #1



Image 2: coast live oak #2



Image 3: coast live oak #3



Image 4: privet #4



Image 5: coast live oak #5



Image 6: coast live oak #6 (cambial dieback on large root on tension side)



Image 7: coast live oak #7 (two major limbs conflicting, with reaction growth)



Image 8: coast live oak #8



Image 9: unidentified tree #9 (avocado grown from seed?)

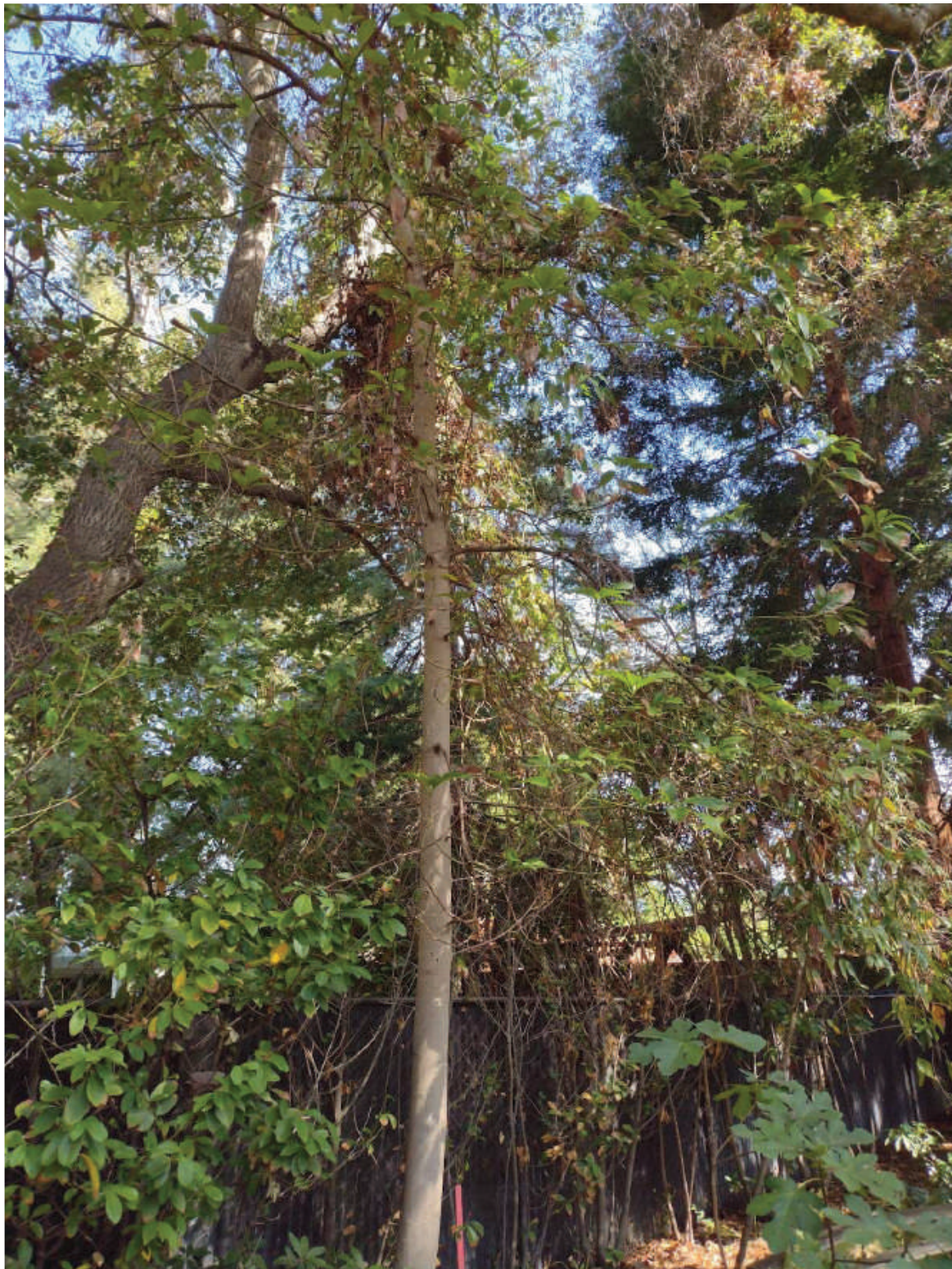


Image 10: coast redwood #10



Image 11: coast redwood #11

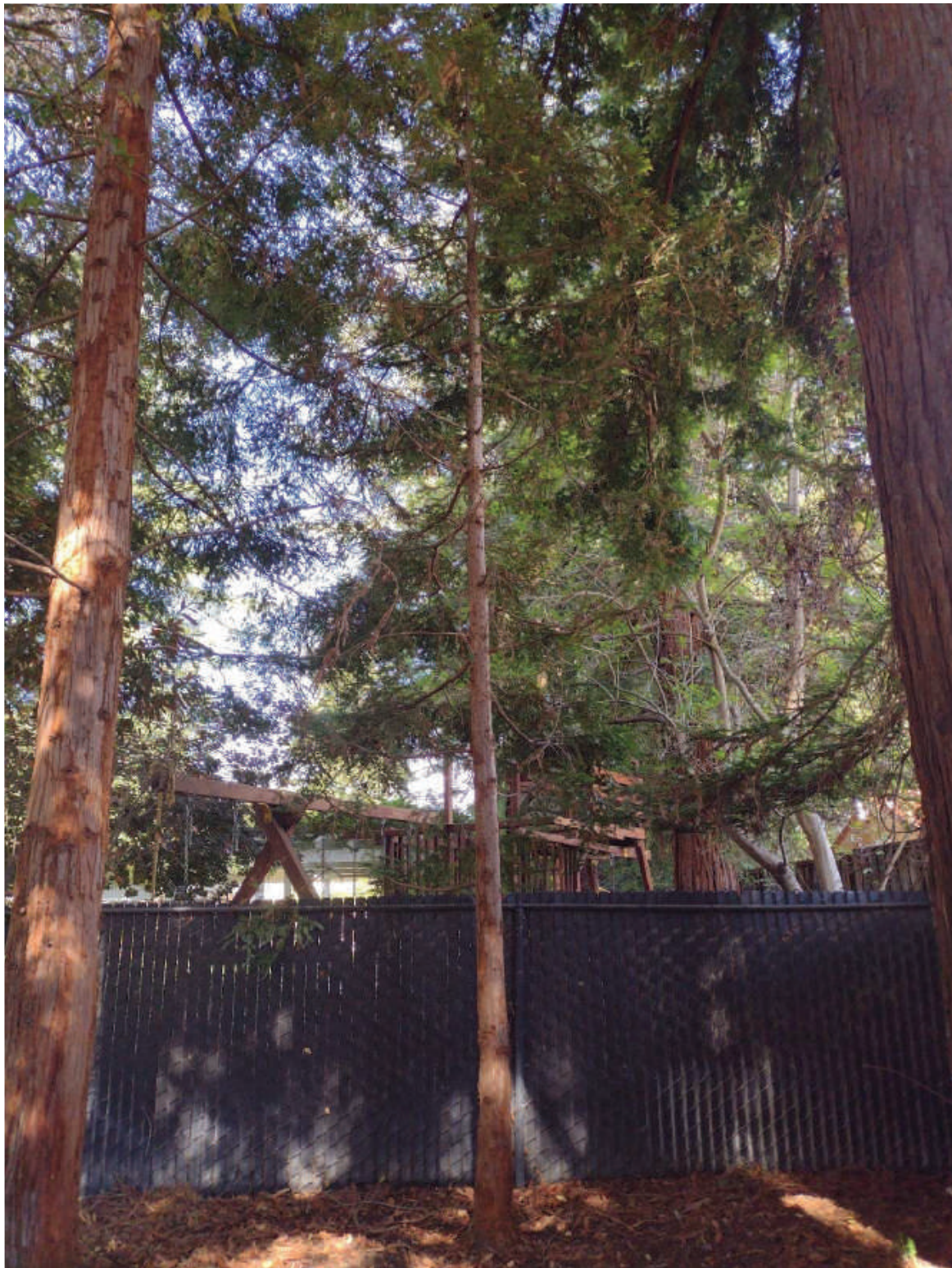


Image 12: Persian silk tree #12

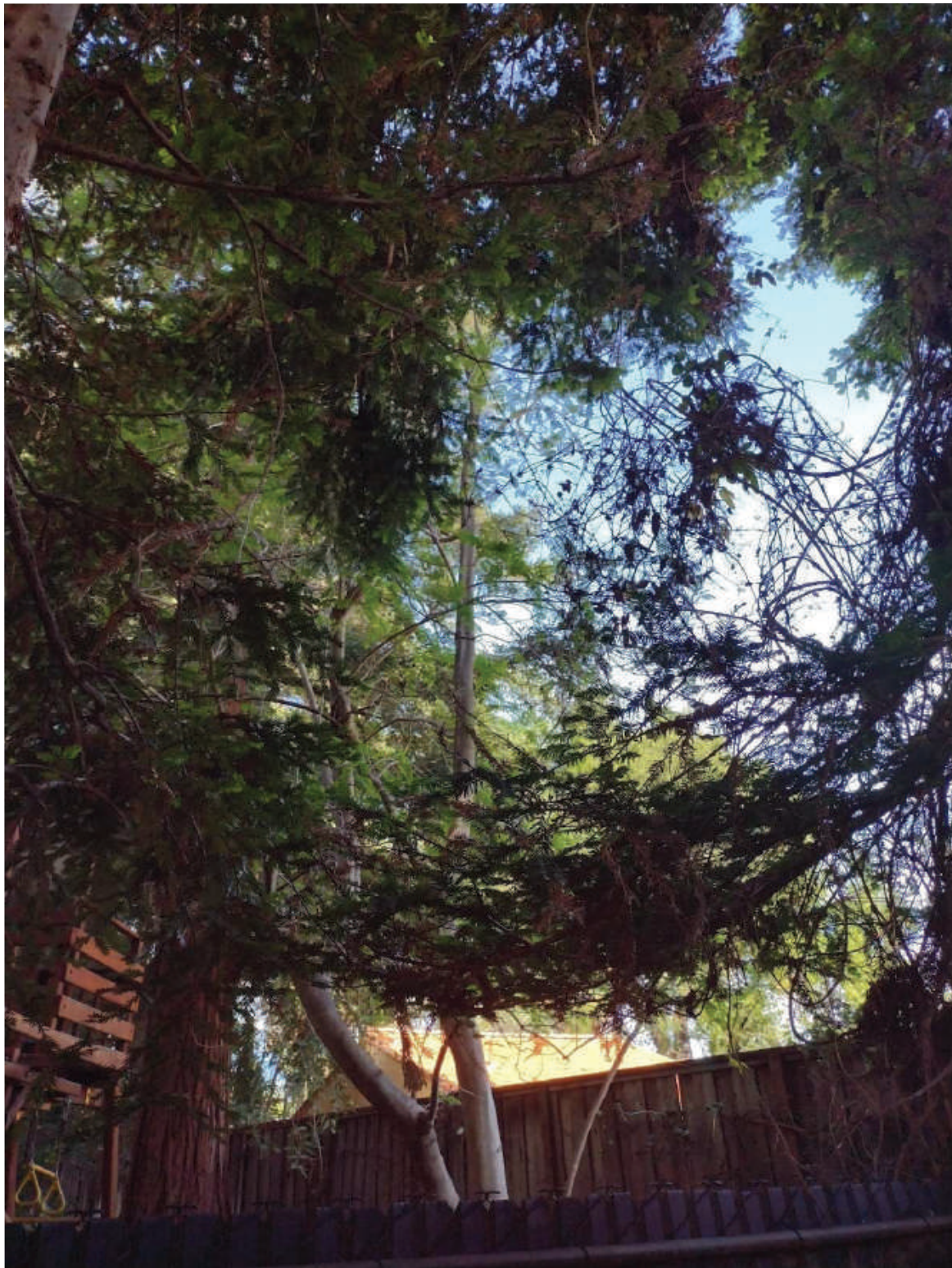


Image 13: coast redwood #13



Image 14: coast redwood #14



Image 15: coast redwood #15



Image 16: coast redwood #16



Image 17: coast redwood #17



Image 18: coast redwood #18

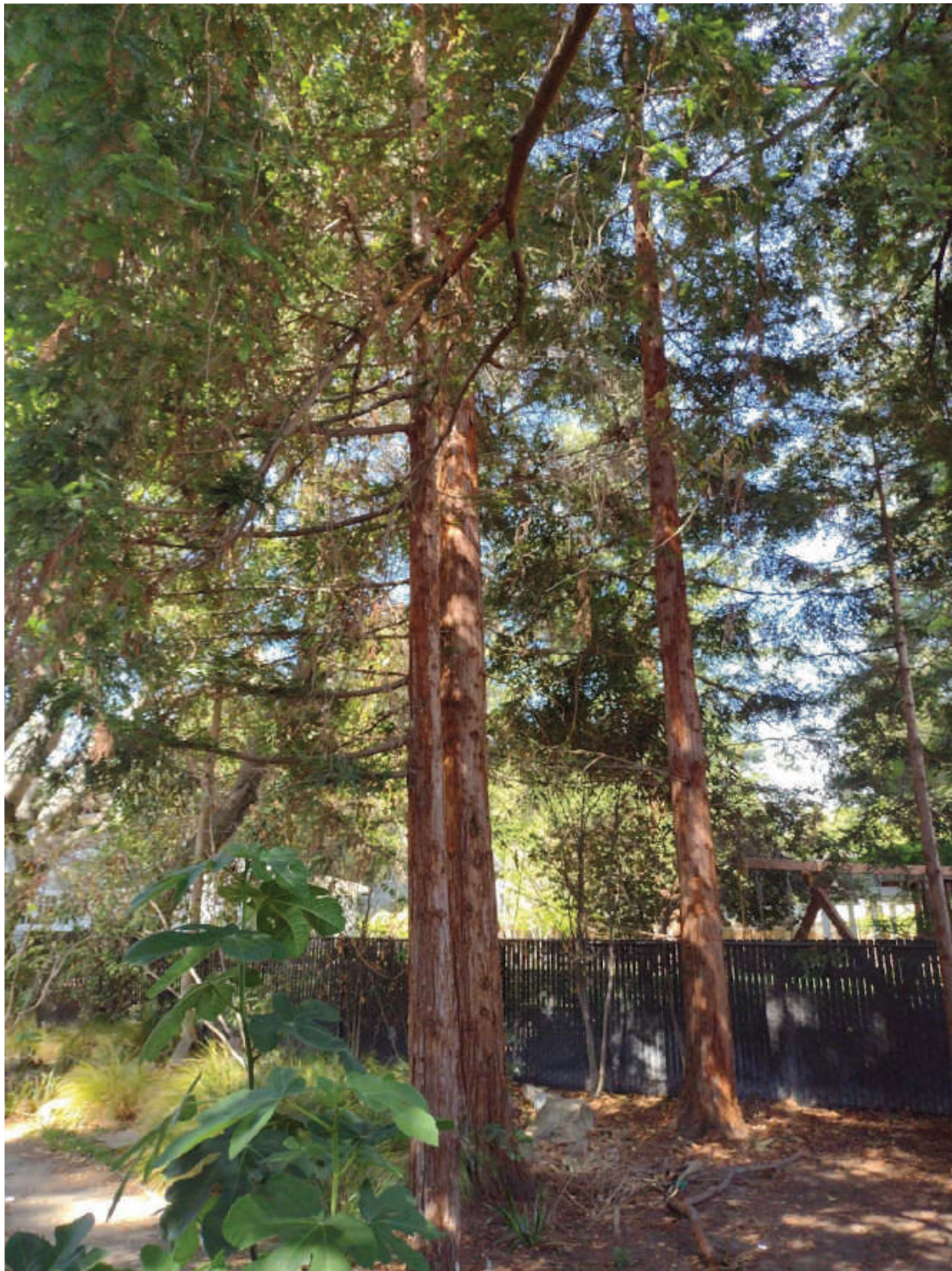


Image 19: Callery pear #19



Image 20: Callery pear #20



Image 21: Callery pear #21



Image 22: Callery pear #22



Image 23: coast redwood #23



Image 24: orange #24



Image 25: kumquat #25



Image 26: crape myrtle #26



Image 27: crape myrtle #27



Image 28: crape myrtle #28



Image 29: Callery pear #29 (background, obscured)



Image 30: American elm #30



Image 31: American elm #31



Image 32: American elm #32



Image 33: American elm #33



Image 34: bay laurel #34



Image 35: bay laurel #35



Image 36: coast redwood #36



Image 37: coast redwood #37



Image 38: Japanese maple #38

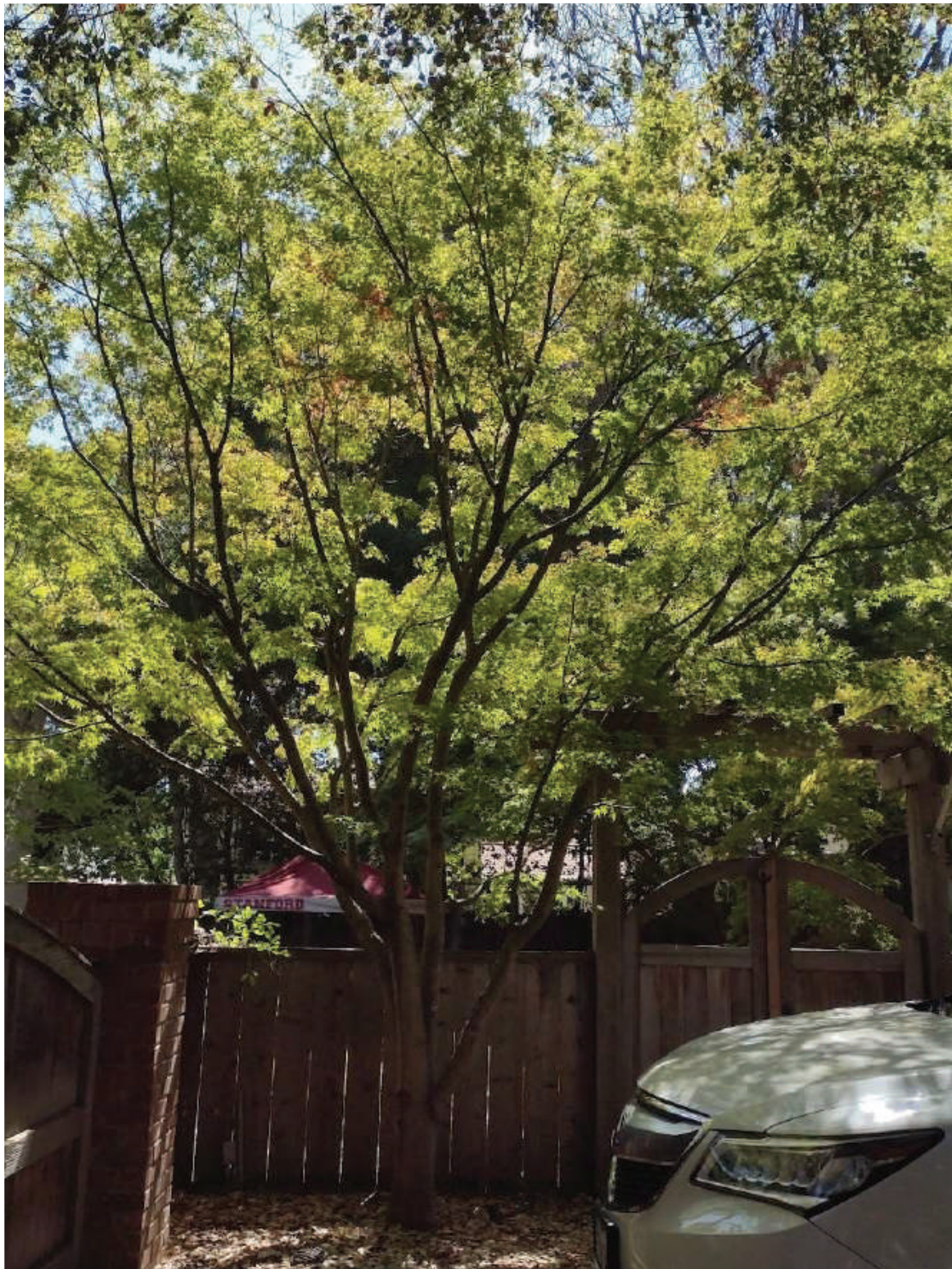


Image 39: Armstrong maple #39



Respectfully submitted,



Katherine Naegele

She/Her

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ISA Tree Risk Assessment Qualification Credentialed

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Terms of Assignment

The following terms and conditions apply to all oral and written reports and correspondence pertaining to the consultations, inspections, and activities of Aesculus Arboricultural Consulting:

1. All property lines and ownership of property, trees, and landscape plants and fixtures are assumed to be accurate and reliable as presented and described to the consultant, either orally or in writing. The consultant assumes no responsibility for verification of ownership or locations of property lines, or for results of any actions or recommendations based on inaccurate information.
2. It is assumed that any property referred to in any report or in conjunction with any services performed by Aesculus Arboricultural Consulting is in accordance with any applicable codes, ordinances, statutes, or other governmental regulations, and that any titles and ownership to any property are assumed to be good and marketable. The existence of liens or encumbrances has not been determined, and any and all property is appraised and/or assessed as though free and clear, under responsible ownership and competent management.
3. All reports and other correspondence are confidential and are the property of Aesculus Arboricultural Consulting and its named clients and their assigns or agents. Possession of this report or a copy thereof does not imply any right of publication or use for any purpose, without the express permission of the consultant and the client to whom the report was issued. Loss, removal, or alteration of any part of a report invalidates the entire appraisal/evaluation.
4. The scope of any report or other correspondence is limited to the trees and conditions specifically mentioned in those reports and correspondence. Aesculus Arboricultural Consulting assumes no liability for the failure of trees or parts of trees, inspected or otherwise. The consultant assumes no responsibility to report on the condition of any tree or landscape feature not specifically requested by the named client.
5. All inspections are limited to visual examination of accessible parts, without dissection, excavation, probing, boring or other invasive procedures, unless otherwise noted in the report, and reflect the condition of those items and features at the time of inspection. No warranty or guarantee is made, expressed or implied, that problems or deficiencies of the plants or the property will not occur in the future, from any cause. The consultant shall not be responsible for damages caused by any tree defects, and assumes no responsibility for the correction of defects or tree related problems.
6. The consultant shall not be required to provide further documentation, give testimony, be deposed, or to attend court by reason of this appraisal/report unless subsequent contractual arrangements are made, including payment of additional fees for such services as set forth by the consultant or in the fee schedule or contract.
7. Aesculus Arboricultural Consulting makes no warranty, either expressed or implied, as to the suitability of the information contained in any reports or correspondence, either oral or written, for any purpose. It remains the responsibility of the client to determine applicability to his/her particular case.
8. Any report and the values, observations, and recommendations expressed therein represent the professional opinion of the consultant, and the fee for services is in no manner contingent upon the reporting of a specified value nor upon any particular finding.
9. Any photographs, diagrams, charts, sketches, or other graphic material included in any report are intended solely as visual aids, are not necessarily to scale, and should not be construed as engineering reports or surveys unless otherwise noted in the report. Any reproduction of graphic material or the work product of any other persons is intended solely for clarification and ease of reference. Inclusion of said information does not constitute a representation by Aesculus Arboricultural Consulting as to the sufficiency or accuracy of that information.



STAFF REPORT

Planning Commission

Meeting Date:

6/5/2023

Staff Report Number:

23-038-PC

Public Hearing:

Consider and adopt a resolution to approve a variance to reduce the front setback from 20 feet to 10 feet, and to approve use permits to demolish an existing one-story, single-family residence and construct a new two-story residence on a substandard lot with regard to minimum lot width, depth and area in the R-1-U (Single Family Urban Residential) zoning district, to establish a maximum floor area limit (FAL) for a single-family property less than 5,000 square feet in area, and conduct remodeling of an existing nonconforming detached garage that would exceed 50 percent of the replacement value of the structure at 69 Cornell Road

Recommendation

Staff recommends that the Planning Commission adopt a resolution approving a variance to reduce the front setback from 20 feet to 10 feet, approving a use permit to demolish an existing one-story, single-family residence and construct a new two-story residence on a substandard lot with regard to minimum lot width, depth, and area in the R-1-U (Single Family Urban Residential) zoning district, to establish a maximum floor area limit (FAL) for a single-family property less than 5,000 square feet in area, and to conduct remodeling work on an existing nonconforming detached garage that would exceed 50 percent of the replacement value of the structure in a 12-month period. The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

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

Background

Site location

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

architectural styles.

Previous Planning Commission Review

On January 9, 2023, the Planning Commission reviewed the project. The original proposal included three variances to reduce the front setback, to reduce the number of required parking spaces, and to increase the height of the daylight plane in addition to the use permit. A hyperlink to the staff report and an excerpt from the meeting minutes are included as attachments C and D, respectively. The Planning Commission generally expressed support for the design of the house, and the variance for the reduction of the front setback. However, the Commission expressed concerns with the variances to reduce the number of parking spaces and to increase the height of the daylight plane. The Commission continued the item with the direction to maintain the existing garage or provide two compliant parking spaces and to redesign the house to comply with the daylight plane regulations.

Analysis

Project description

The applicant is proposing to demolish the existing one-story, single-family residence and construct a new two-story, single-family residence. The existing one-car garage is proposed to remain and be remodeled. Since the lot area is less than 5,000 square feet, there is no established floor area limit, and therefore the Planning Commission would establish the FAL through the use permit. The project also includes a variance request to reduce the front setback from 20 feet to 10 feet. A data table summarizing parcel and project characteristics is included as Attachment E. The project plans and project description letter are included as Attachment A Exhibits A and B, respectively.

The proposed residence would be a three-bedroom, three-bathroom home. The existing lot includes a substandard parking condition with one covered space in an existing garage and no second compliant parking space. The applicant is requesting that the existing parking condition be allowed to remain. Except where a variance is requested, the proposed residence would meet all other Zoning Ordinance requirements for setbacks, lot coverage, daylight plane, and height. Of particular note, the project would have the following characteristics with regard to the Zoning Ordinance:

- The proposed floor area limit would be established by the Planning Commission, and the property would have 2,007 square feet proposed including the residence and the detached garage. This equates to a floor area ratio (FAR) of 47.4 percent. Historically, staff has recommended approval on projects with an FAR of 56 percent or less on lots less than 5,000 square feet in area because that is the maximum FAR on a 5,000 square-foot lot with an FAL of 2,800 square feet;
- The proposed residence would be below the maximum building coverage with 31.6 percent proposed where 35 percent is the maximum;
- The proposed residence would be near the maximum height, with approximately 27 feet, ten inches proposed where 28 feet is the maximum permitted height.

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

Design and materials

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

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

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

Variance

As part of this proposal, the applicant is requesting one variance to reduce the front setback to 10 feet where 20 feet is required. The applicant has provided a variance request letter included as Attachment A Exhibit C. The required variance findings are evaluated below:

Variance 1: Reduction of front setback

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Floor area limit establishment

In single-family zoning districts, the Zoning Ordinance typically establishes a maximum floor area limit based on the lot size. However, in the R-1-U zoning district, the Zoning Ordinance does not establish a floor area limit for properties less than 5,000 square feet in area. Instead, the maximum floor area limit is determined by the Planning Commission through approval of a use permit. The applicant proposes a floor area limit of 1,945 square feet, which includes the proposed house, including area in the attic greater than 5 feet in height, and detached garage. When compared to the area of the lot, the floor area ratio of the proposed development is would be 47.4 percent. Staff believes this is an acceptable ratio, given that the maximum floor area ratio on a 5,000-square-foot lot, where 2,800 square feet of floor area is allowed, is 56 percent. Staff has historically recommended approval of residences that are proposed at or below 56 percent, and believes 47.4 percent is a reasonable proposal given the size and shape of the lot.

Nonconforming work value

For projects involving existing nonconforming structures, the City uses standards established by the Building Division to calculate the replacement and new construction costs on which the use permit threshold is based. For context, the use permit threshold differs between 75 percent for a single-story structure and 50 percent for a two-story structure. Since the proposed residence is a two-story structure, the 50 percent threshold applies. The City has determined that the value of the proposed work for the project would be approximately 106.9 percent of the replacement value, and therefore requires use permit approval by the Planning Commission.

Response to Planning Commission direction

In response to the direction provided at the January 9, 2023 meeting, the applicant modified the project to remove two of the variance requests. The applicant now proposes to maintain and remodel the existing detached garage. The garage does not meet the width and depth requirements of a “historic” two-car garage (18 feet by 18 feet clear interior dimensions), and is therefore considered a historic one-car garage. Without a second compliant parking space, the property is considered to be substandard with regard to parking. The applicant would maintain the substandard parking condition as part of the project. The existing garage is nonconforming with regard to the rear setback for accessory buildings. The value of the work required to maintain the garage compared to the existing value exceeds 50 percent of the replacement value and therefore, an additional use permit is required, as explained above.

The applicant also modified the left side of the residence to comply with the daylight plane requirements. The left side of the house was modified to step back a portion of the second floor towards the rear of the residence. The modification results in two separate gables, each of which encroaches into the daylight plane. Daylight plane encroachments are permitted on two-story homes, on lots less than 10,000 square feet, on one side of the property as long as the cumulative length of the bases of the triangles created by the intersection of the daylight plane and the building wall is no greater than 30 feet, and the intrusion into the daylight plane is no more than 10 feet on properties with a five-foot required side setback. The revised plans demonstrate the daylight plane intrusions meet these conditions, with a length of the bases of the triangles totaling 27 feet, 10 inches, and the intrusion into the daylight plane of approximately five feet, nine inches. Therefore the daylight plane intrusions are compliant with the zoning ordinance, and the variance request to raise the height of the daylight plane is no longer necessary.

Trees and landscaping

The applicant has submitted an arborist report (Attachment F), detailing the species, size, and conditions of on-site and nearby trees. The arborist report lists a total of nine trees on and around the subject property. Two trees are not heritage (Trees #5 and #6). The rest are a mix of heritage oak trees (Trees #2 and #9), redwood trees (Trees #1, #7, and #8), and trident maple trees (Trees #3 and #4). Trees #1-4 are located on

the subject property, Tree #5 is located on the neighboring property to the rear, and Trees #6-9 are located on the neighboring property to the left. No trees included in the arborist report are proposed for removal. Since several mature trees already saturate the property, no new trees are proposed. However, the remainder of the property would be landscaped with a mix of shrubs and ground cover.

The arborist report includes tree protection recommendations for the pre-construction, construction, and post-construction phases of the project. As part of the project review process, the arborist report was reviewed by the City Arborist. Implementation of all recommendations to mitigate impacts to the heritage trees identified in the arborist report would be ensured as part of condition 1h.

Correspondence

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

Conclusion

Staff believes that the design, scale, and materials of the proposed residence are generally compatible with the surrounding neighborhood. The cottage style would be generally attractive and well-proportioned. Staff believes that a proposed floor area limit of 2,006 square feet (floor area ratio of 47.3 percent) is suitable for the size of the lot. Staff also believes the applicant adequately addressed the direction provided by the Planning Commission at the January 9, 2023 meeting, and that given the direction to maintain the existing garage, the use permit request to conduct work on the nonconforming structure is supportable. Additionally, due to the size and shape of the lot, and existing obstructions, a unique hardship exists and variance findings can be made to allow a 10-foot front setback. Staff recommends that the Planning Commission approve the variance and approve the use permit requests.

Impact on City Resources

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

Environmental Review

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

Public Notice

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

Appeal Period

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

Attachments

- A. Draft Planning Commission Resolution Adopting Findings of Approval for project Use Permits and Variance, including project Conditions of Approval
 - Exhibits to Attachment A
 - A. Project Plans
 - B. Project Description Letter
 - C. Variance Letter: Reduced Front Setback
 - D. Conditions of Approval
- B. Location Map
- C. Hyperlink – January 9, 2023 Staff Report - <https://menlopark.gov/files/sharedassets/public/agendas-and-minutes/planning-commission/2023-meetings/agendas/20230109-planning-commission-agenda-packet.pdf>
- D. January 9, 2023 Meeting Minutes Excerpt
- E. Data Table
- F. Arborist Report

Disclaimer

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

Exhibits to Be Provided at Meeting

None

Report prepared by:
Chris Turner, Associate Planner

Report reviewed by:
Corinna Sandmeier, Principal Planner

PLANNING COMMISSION RESOLUTION NO. 2023-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK (1) APPROVING A VARIANCE TO REDUCE THE REQUIRED FRONT SETBACK FROM TWENTY FEET TO TEN FEET, (2) APPROVING A USE PERMIT TO DEMOLISH AN EXISTING ONE-STORY RESIDENCE AND CONSTRUCT A NEW TWO-STORY RESIDENCE ON A SUBSTANDARD LOT WITH REGARD TO MINIMUM LOT WIDTH IN THE R-1-U ZONING DISTRICT AND TO ESTABLISH THE MAXIMUM FLOOR AREA LIMIT ON A LOT LESS THAN 5,000 SQUARE FEET IN AREA, AND (3) APPROVING A USE PERMIT TO CONDUCT MODIFICATIONS TO AN EXISTING NONCONFORMING ACCESSORY BUILDING WHERE THE VALUE OF THE WORK EXCEEDS 50 PERCENT OF THE EXISTING VALUE IN A 12-MONTH PERIOD

WHEREAS, the City of Menlo Park (“City”) received an application requesting a use permit to construct a new two-story, single-family residence on a substandard lot in the R-1-U zoning district and to establish the maximum floor area limit on a lot less than 5,000 square feet in area. The project includes a request for a variance to decrease the front setback from 20 feet to 10 feet, and a use permit to conduct modifications to an existing nonconforming accessory building where the value of the work exceeds 50 percent of the replacement value in a 12-month period (collectively, the “Project”) from Thomas James Homes (“Owner” and “Applicant”), located at 69 Cornell Road (APN 071-432-050) (“Property”). The variance and use permit are depicted in and subject to the development plans and documents which are attached hereto as Exhibit A through Exhibit D and incorporated herein by this reference; and

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

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

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

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

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

WHEREAS, the project originally included two additional variances to provide one compliant parking space and to raise the height of the daylight plane; and

WHEREAS, the Planning Commission reviewed the project at the January 9, 2023 meeting and continued the item with the direction to maintain the existing garage and to bring the proposed residence into compliance with the daylight plane regulations; and

WHEREAS, the applicant modified the project plans to retain the existing garage and bring the proposed residence into compliance with the daylight plane by utilizing permitted daylight plane intrusions for gables; and

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

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

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

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

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

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

WHEREAS, at a duly and properly noticed public hearing held on June 5, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the variance and use permit revision.

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

Section 1. Recitals. The Planning Commission has considered the full record before it, which may include but is not limited to such things as the staff report, public testimony, and other materials and evidence submitted or provided, and the Planning Commission finds

the foregoing recitals are true and correct, and they are hereby incorporated by reference into this Resolution.

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

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

Section 3. Conditional Use Permit Findings. The Planning Commission of the City of Menlo Park does hereby make the following Findings:

The approval of the use permit to construct a new two-story residence on a substandard lot in the R-1-U zoning district, to establish the maximum floor area limit on a lot less than 5,000 square feet in area, and to conduct modifications to an existing nonconforming accessory building where the value of work exceeds 50 percent of the replacement value in a 12-month period is based on the following findings which are made pursuant to Menlo Park Municipal Code Section 16.82.030:

1. That the establishment, maintenance, or operation of the use applied for will not, under the circumstance of the particular case, be detrimental to the health, safety,

morals, comfort and general welfare of the persons residing in the neighborhood of such proposed use, or injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city because:

- a. Consideration and due regard were given to the nature and condition of all adjacent uses and structures, and to general plans for the area in question and surrounding areas, and impact of the application hereon; in that, the proposed use permit is consistent with the R-1-U zoning district and the General Plan because two-story residences are allowed to be constructed on substandard lots subject to granting of a use permit provided that the proposed residence conforms to applicable zoning standards, including, but not limited to, minimum setbacks, maximum floor area limit, and maximum building coverage.
- b. Approval of a variance for a reduced front setback would approve the one characteristic of the development not otherwise in compliance with applicable zoning standards.
- c. The maximum floor area limit would be proportionally consistent with the maximum floor area limit of other properties in the R-1-U zoning district.
- d. By maintaining the existing nonconforming garage, the existing substandard parking condition would be maintained and the project will have addressed concerns previously expressed by the Planning Commission at the January 9, 2023 meeting.

Section 4. Variance and Conditional Use Permit. The Planning Commission hereby approves the variance and approves use permit No. PLN2022-00021, which variance and use permit revision are depicted in and subject to the development plans, project description letter, and variance letter, which are attached hereto and incorporated herein by this reference as Exhibit A, Exhibit B, and Exhibit C, respectively. The Use Permit and variance is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit D.

Section 5. ENVIRONMENTAL REVIEW. The Planning Commission makes the following findings, based on its independent judgment after considering the Project, and having reviewed and taken into consideration all written and oral information submitted in this matter:

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

Section 6. SEVERABILITY

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

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on June 5, 2023, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 5th day of June, 2023

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

Exhibits

- A. Project Plans
- B. Project Description Letter
- C. Variance Letter: Reduced Front Setback
- D. Conditions of Approval

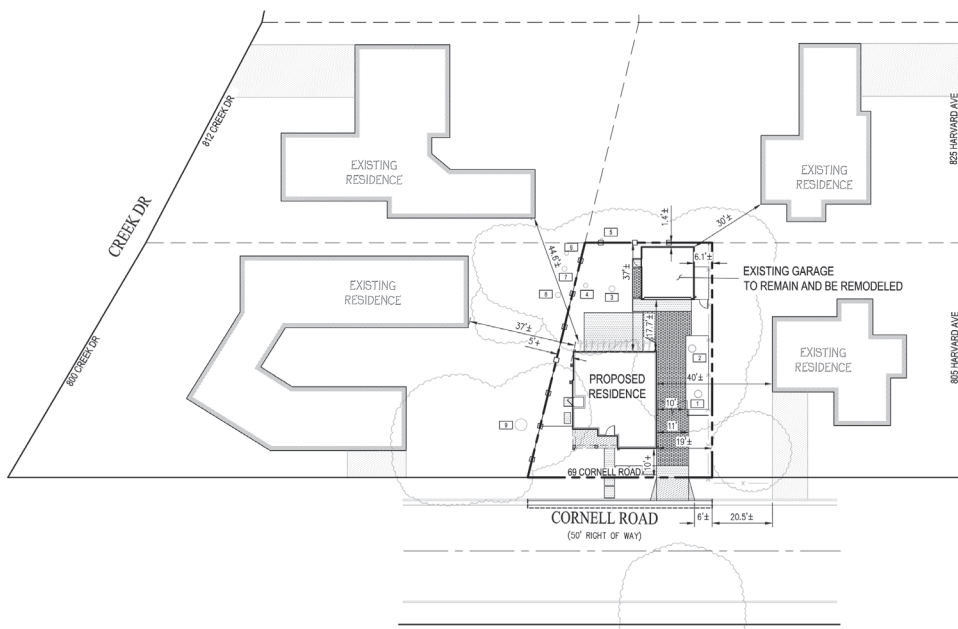
69 CORNELL ROAD
MENLO PARK, CA 94025

April 27th, 2023



PROJECT DATA	
LEGAL DESCRIPTION :	LOT 19 IN BLOCK 10 STANFORD PARK
APN :	071-432-050
PROJECT ADDRESS :	69 CORNELL ROAD MENLO PARK, CA 94025
ZONING :	R-1-U
BUILDING CLASSIFICATION :	SINGLE FAMILY DETACHED R3/U FIRE SPRINKLERS PER CRC R313.3
TYPE OF CONSTRUCTION :	TYPE V-B
FIRE ZONE :	N/A
SITE AREA :	4,239 SQ. FT.
COVERED PARKING :	1
ALLOWABLE LOT COVERAGE :	35%
PROPOSED LOT COVERAGE :	32% (1,339 SQ.FT.)
ALLOWABLE FAL :	ESTABLISHED BY PLANNING COMMISSION (1,084-2,329 SQ. FT.)
PROPOSED FAL :	2,006 SQ. FT.
ALLOWABLE 2nd FLOOR FAL :	832-1,164 SQ. FT.
PROPOSED 2nd FLOOR FAL :	758 SQ. FT.
BUILDING HEIGHT :	± 27'-9.5"
SETBACKS :	
FRONT :	PROPOSED 10'-0"
SIDE :	5'-0" (LEFT) /10'-11.5"(RIGHT)
REAR :	37'-1"
REQUIRED 20'-0" MIN.	5'-0" MIN.
20'-0" MIN.	
SQUARE FOOTAGE :	
FIRST FLOOR :	PROPOSED 850 SQ. FT.
SECOND FLOOR :	738 SQ. FT.
TOTAL LIVABLE :	1,588 SQ. FT.
EXISTING DETACHED GARAGE :	322 SQ. FT.
ATTIC VOLUME :	76 SQ. FT.
FAL :	2,006 SQ. FT.
PORCH :	83 SQ. FT. (NOT INCL. IN FAL)
CODES :	2019 CALIFORNIA BUILDING CODE 2019 CALIFORNIA RESIDENTIAL CODE 2019 CALIFORNIA MECHANICAL CODE 2019 CALIFORNIA PLUMBING CODE 2019 CALIFORNIA FIRE CODE 2019 CALIFORNIA ELECTRICAL CODE 2019 CALIFORNIA ENERGY CODE 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE
GOVERNING BODY :	CITY OF MENLO PARK

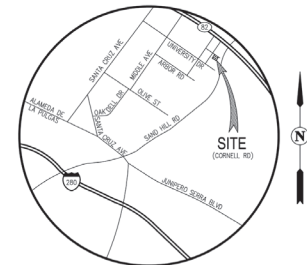
DIRECTORY	SHEET INDEX
OWNER: THOMAS JAMES HOMES 275 SHORELINE DRIVE, SUITE 400 REDWOOD CITY, CA 94065 CONTACT: AARON HOLLISTER PHONE: (650) 582-8082 EMAIL: AHOLLISTER@TJHUSA.COM ARCHITECTS: BASSENIAN LAGONI ARCHITECTS 2031 ORCHARD DRIVE NEWPORT BEACH, CA 92660 CONTACT: DAVE POCKETT PHONE: (949) 553-9100 EMAIL: DPOCKETT@BASSENIANLAGONI.COM CIVIL ENGINEER: CRG 2632 CAMINO RAMON #250 SAN RAMON, CA 94583 PHONE: (925) 866-6322 LANDSCAPE ARCHITECT ROACH & CAMPBELL 111 SCRIPPS DR. SACRAMENTO, CA 95825 PHONE: (916) 945-8003	A0.0 COVER SHEET AP-1 AREA PLAN A1.0 PROPOSED SITE PLAN A2.0 PROPOSED FLOOR PLAN - FIRST FLOOR A2.1 PROPOSED FLOOR PLAN - SECOND FLOOR A2.2 SQUARE FOOTAGE CALCULATIONS A3.0 PROPOSED EXTERIOR ELEVATIONS: FRONT, REAR, AND ROOF PLAN A3.1 PROPOSED EXTERIOR ELEVATIONS: LEFT AND RIGHT A3.2 EXISTING DETACHED NONCONFORMING GARAGE REVISIONS A3.3 NONCONFORMING GARAGE CALCULATION A3.4 PROPOSED SECTIONS A3.5 3D DAYLIGHT PLANE EXHIBIT A4.0 COLOR AND MATERIAL BOARD A5.0 EXISTING FLOOR PLAN - BASEMENT A5.1 EXISTING FLOOR PLAN - MAIN LEVEL A5.2 EXISTING ROOF PLAN A5.3 EXISTING EXTERIOR ELEVATIONS - MAIN RESIDENCE A5.4 EXISTING EXTERIOR ELEVATIONS - DETACHED GARAGE L1.1 LAYOUT PLAN, NOTES, AND LEGEND L1.2 CONSTRUCTION DETAILS L2.1 PLANTING PLAN, NOTES AND LEGEND L2.2 PLANTING DETAILS L2.3 TREE PROTECTION PLAN AND NOTES C-1 BOUNDARY AND TOPOGRAPHIC SURVEY
VICINITY MAP	



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

NOTES:

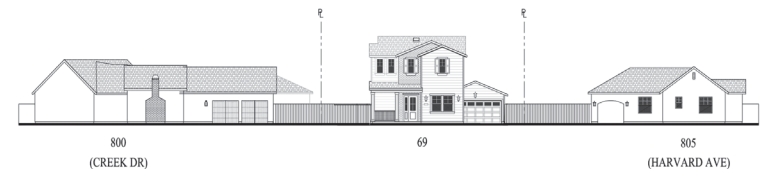
1. THE TABLES ABOVE CONTAIN A SUMMARY OF INFORMATION PRESENT IN THE ARBORIST REPORT. PLEASE REFER TO THE ARBORIST REPORT DATED NOVEMBER 30, 2022 AND PREPARED BY CALIFORNIA TREE AND LANDSCAPE CONSULTING, INC FOR MORE INFORMATION.
2. TREES SHOWN TO BE REMOVED ON PLAN WITHOUT A NUMBER ARE NON-PROTECTED TREES.
3. STRUCTURES, IMPROVEMENTS AND TREES ON ADJACENT PROPERTIES HAVE NOT BEEN SURVEYED. LOCATIONS DEPICTED HEREIN ARE APPROXIMATE.



VICINITY MAP
NOT TO SCALE

LEGEND

- BOUNDARY LINE
- - - EXISTING RIGHT OF WAY
- - - EXISTING CENTERLINE
- - - ADJACENT PROPERTY LINE
- - - EXISTING STRUCTURE
- - - PROPOSED RESIDENCE
- - - PROPOSED CURB AND GUTTER
- - - PROPOSED CONCRETE
- - - PROPOSED REINFORCED PAVEMENT DRIVEWAY
- - - PROPOSED DECORATIVE COBBLE
- EXISTING TREE TO REMAIN
- EXISTING TREE



CORNELL ROAD STREET SCAPE
SCALE: 1/16" = 1'

69 CORNELL ROAD AREA PLAN THOMAS JAMES HOMES

CITY OF MENLO PARK SAN MATEO COUNTY CALIFORNIA
SCALE: 1" = 20' DATE: MARCH 15, 2023

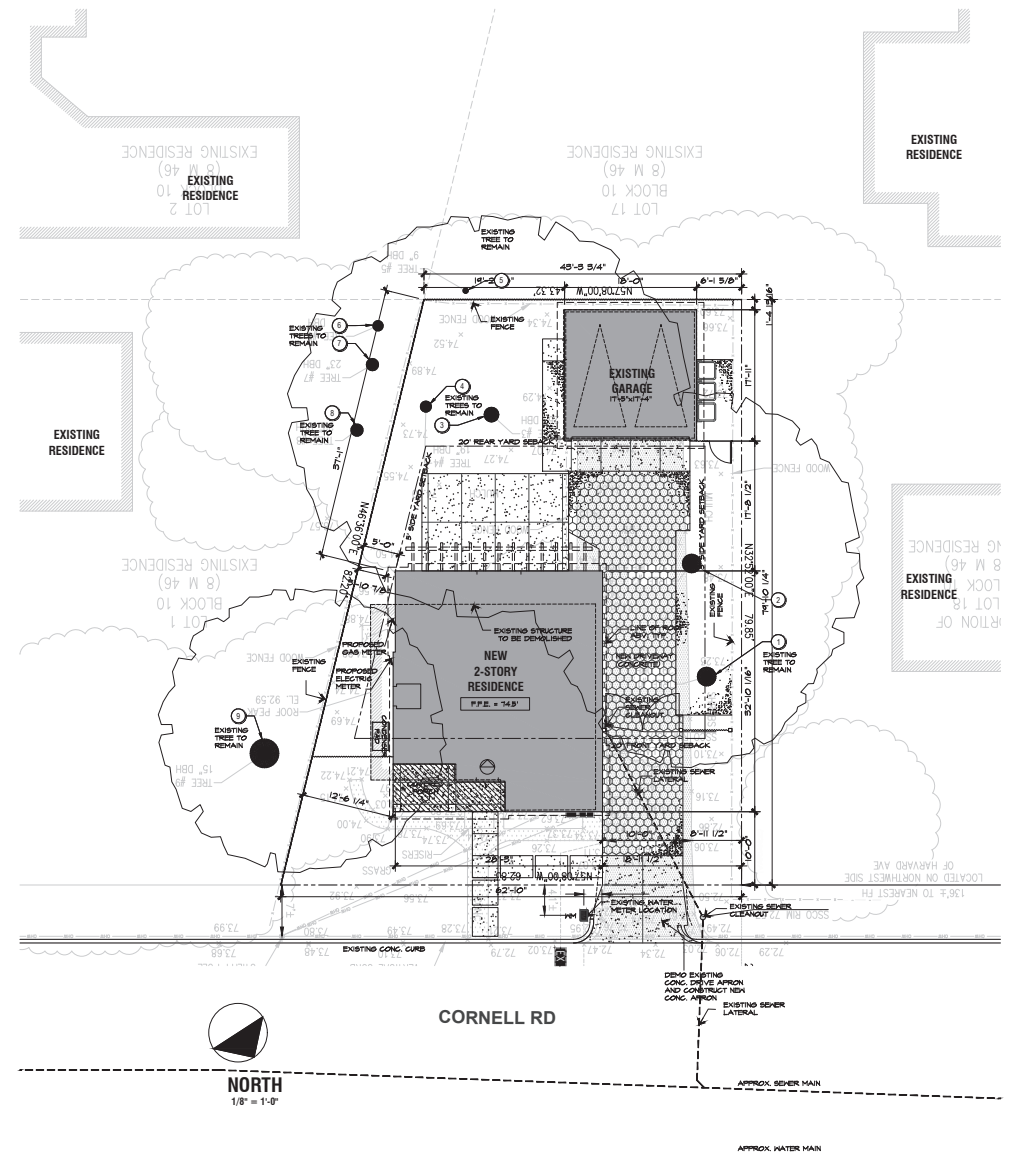


SAN RAMON • (925) 866-0322
ROSEVILLE • (916) 375-1877
WWW.CBSANDG.COM
CIVIL ENGINEERS • SURVEYORS • PLANNERS

SHEET NO.
AP-1
OF 1 SHEETS

6969-CORNELL PARKWAY CORNELL ROAD/ACADEMY STREET/AREA PLAN, 69 CORNELL RD.DWG

PROPOSED TREE PROTECTION PLAN



Bassenian | Lagoni
ARCHITECTURE • PLANNING • INTERIORS

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2031 Orchard Drive, Suite 100
Menlo Park, CA 94025
tel: +1 650 553 9100
fax: +1 650 553 0548

PROPOSED SITE PLAN

69 CORNELL
Menlo Park, California

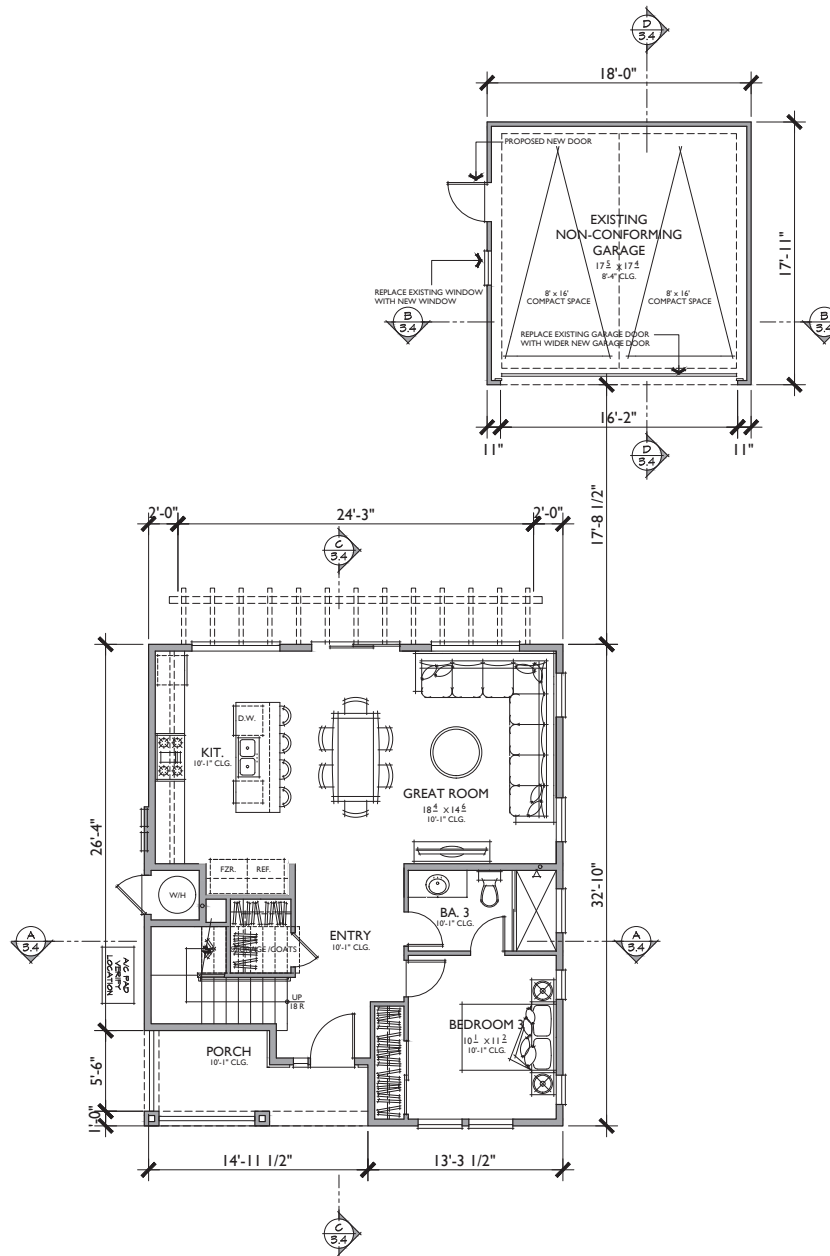
918.21247



AI.0

04.27.23





PLAN

3 BEDROOMS / 3 BATHS
1 - CAR GARAGE

FLOOR AREA TABLE

1ST FLOOR	850 SQ. FT.
2ND FLOOR	758 SQ. FT.
TOTAL LIVING	1,608 SQ. FT.
EXISTING GARAGE	322 SQ. FT.
PORCH	83 SQ. FT.
LOT COVERAGE	32%
FAL (1664-2329)	2006

NOTE: SQUARE FOOTAGE MAY VARY DUE TO METHOD OF CALCULATION

Bassenian | Lagoni
ARCHITECTURE • PLANNING • INTERIORS

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2021 Oakland Drive, Suite 100
Newport Beach, CA 92660
tel +1 949 553 9100
fax +1 949 552 0548

FLOOR PLAN

First Floor

69 CORNELL

Menlo Park, California

918.21247

A2.0

04.27.23



AREA CALCULATION

USE	DIMENSIONS	AREA
FIRST FLOOR		
A	13'-3.5" X 32'-10"	436 SQ. FT.
B	6'-8.5" X 28'-8"	192 SQ. FT.
C	8'-6.5" X 15'-3"	130 SQ. FT.
D	8'-3" X 11'-1"	92 SQ. FT.
	SUBTOTAL	850 SQ. FT.

GARAGE		
E	18'-0" X 17'-11"	322 SQ. FT.
	SUBTOTAL	322 SQ. FT.

SECOND FLOOR		
F	13'-3.5" X 32'-10"	436 SQ. FT.
G	6'-8.5" X 8'-3"	42 SQ. FT.
H	4'-8" X 22'-5"	105 SQ. FT.
I	10'-7" X 8'-2"	86 SQ. FT.
J	8'-0" X 11'-1"	89 SQ. FT.
	SUBTOTAL	758 SQ. FT.

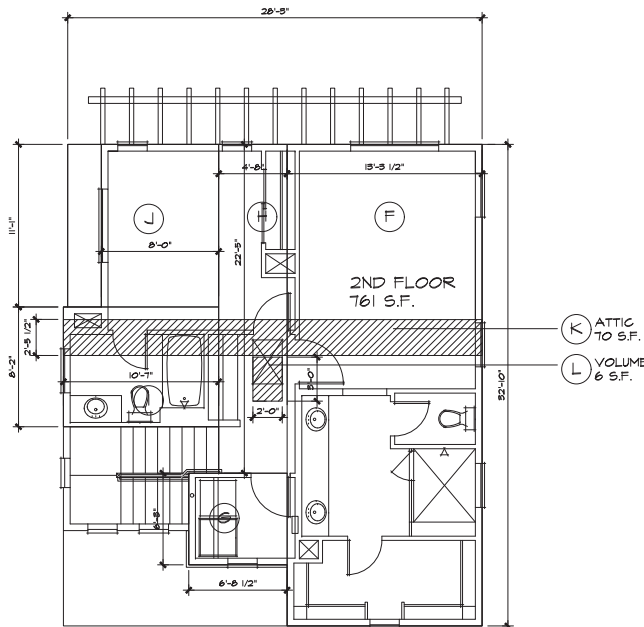
PORCH (FOR BUILDING COVERAGE ONLY)		
M	6'-8.5" X 4'-2"	28 SQ. FT.
N	8'-6.5" X 6'-6"	55 SQ. FT.
	SUBTOTAL	83 SQ. FT.

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

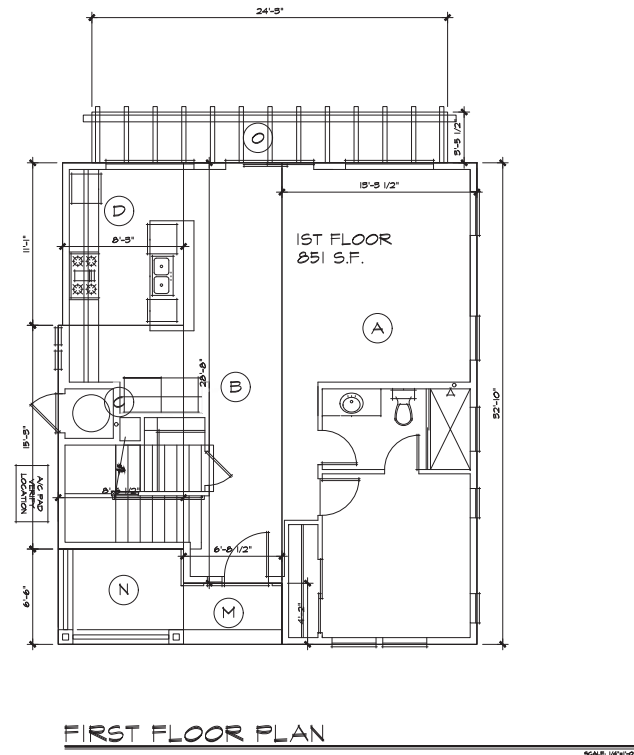
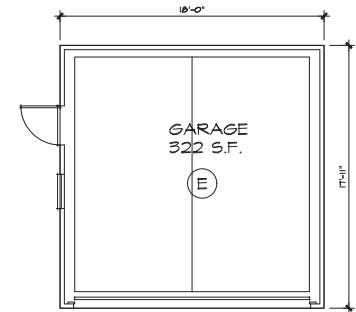
ATTIC / VOLUME		
K	28'-3" X 2'-5.5" (GREATER THAN 9' IN HEIGHT)	70 SQ. FT.
L	2'-0" X 3'-0" (GREATER THAN 12' IN HEIGHT)	6 SQ. FT.
	SUBTOTAL	76 SQ. FT.

BUILDING COVERAGE		
FIRST FLOOR (A-D)	850 SQ. FT.	
GARAGE (E)	322 SQ. FT.	
PORCH (M-N)	83 SQ. FT.	
TRELLIS (O)	84 SQ. FT.	
TOTAL	1,339 SQ. FT.	

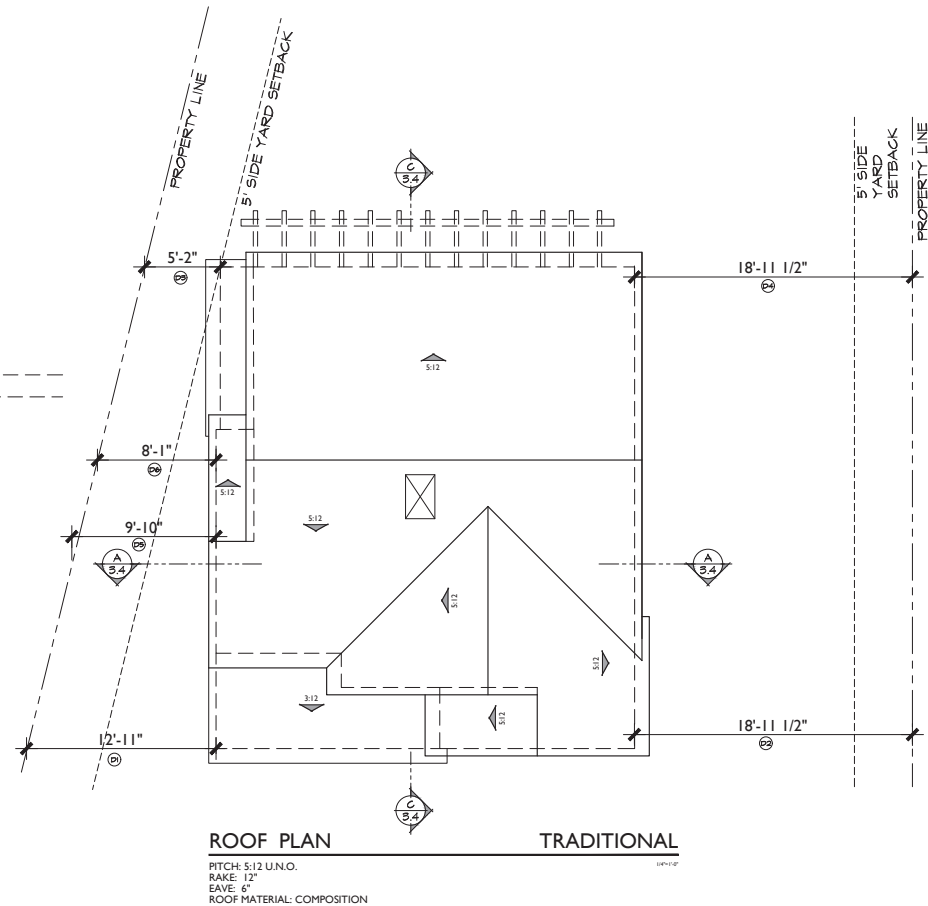
FLOOR AREA LIMIT		
FIRST FLOOR (A-D)	850 SQ. FT.	
SECOND FLOOR (F-J)	758 SQ. FT.	
GARAGE (E)	322 SQ. FT.	
ATTIC (K)	70 SQ. FT.	
VOLUME (L)	6 SQ. FT.	
TOTAL (1664-2329 MAX.)	2,006 SQ. FT.	



SECOND FLOOR PLAN

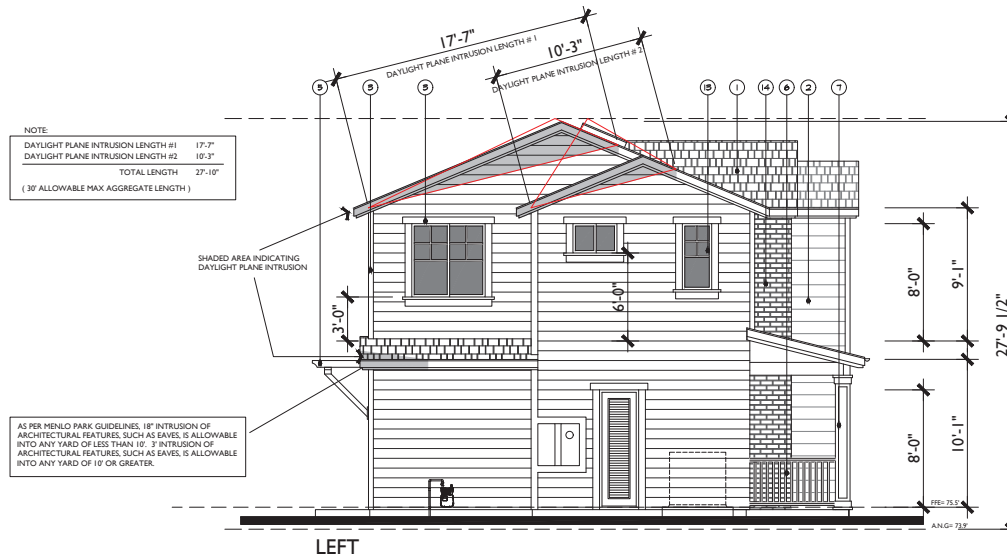


FIRST FLOOR PLAN



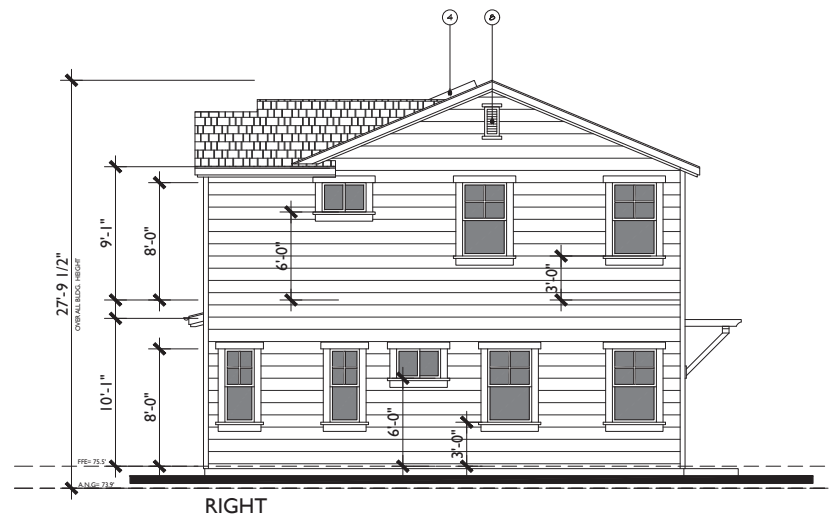
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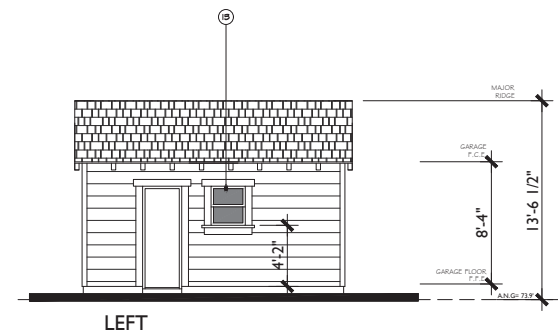
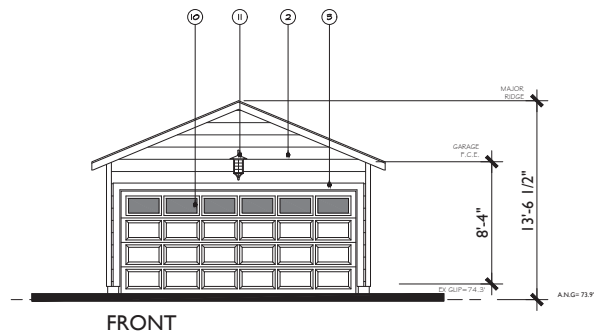
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2. CEMENTITIOUS SIDING
3. CEMENTITIOUS TRIM
4. SKYLIGHT
5. WOOD TRELLIS
6. WOOD RAILING
7. DECORATIVE COLUMN
8. DECORATIVE VENT
9. DECORATIVE SHUTTER
10. SECTIONAL GARAGE DOOR W/ WINDOWS
11. COACH LIGHT
12. FIBERGLASS ENTRY DOOR W/ WINDOW
13. SDL FIBRGLASS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



MATERIALS LEGEND:

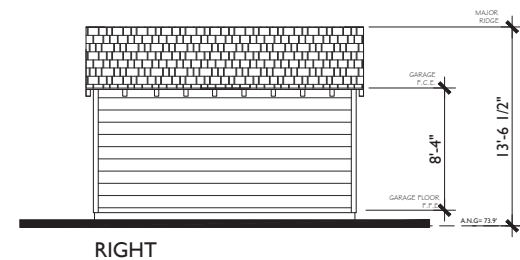
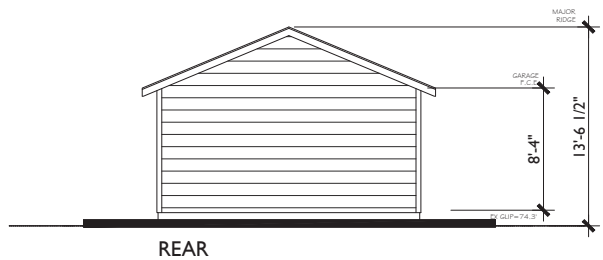
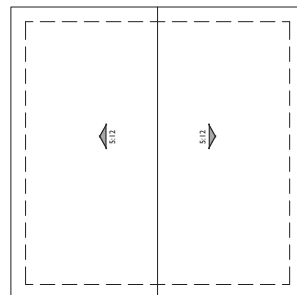
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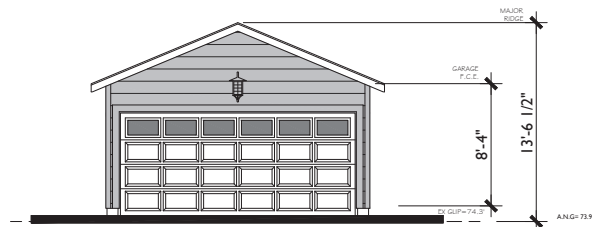




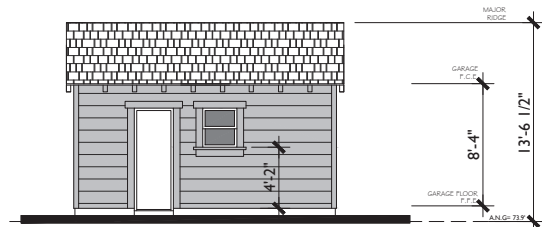
MATERIALS LEGEND:

1. COMPOSITION SHINGLE ROOF
2. CEMENTITIOUS SIDING
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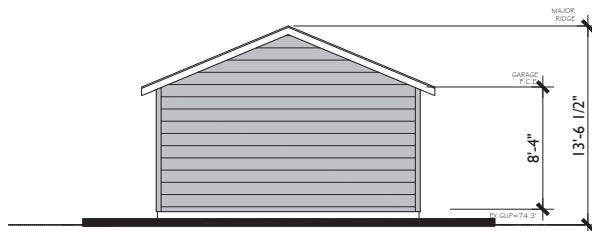
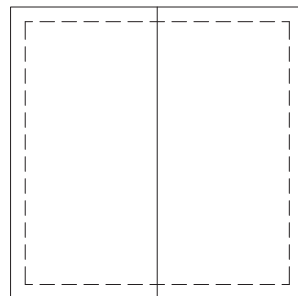




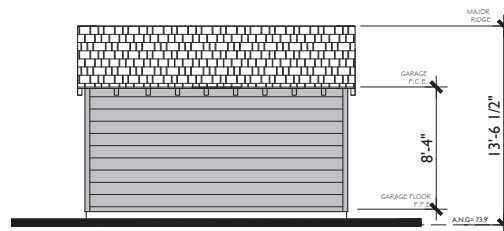
FRONT



LEFT



REAR



RIGHT

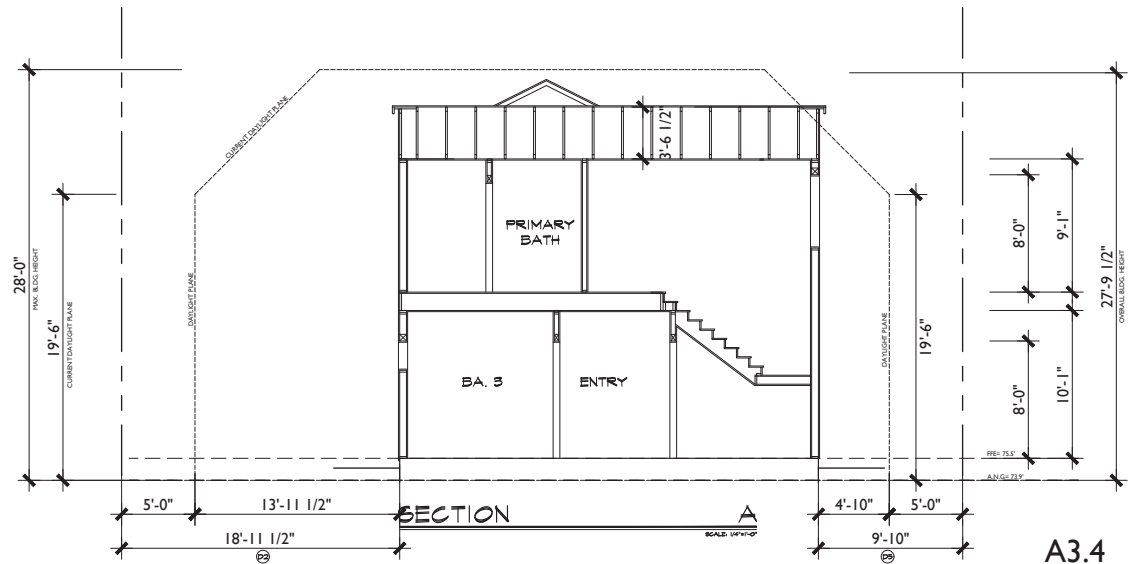
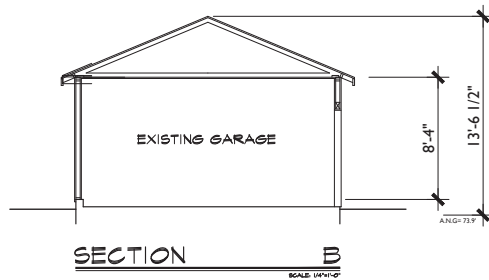
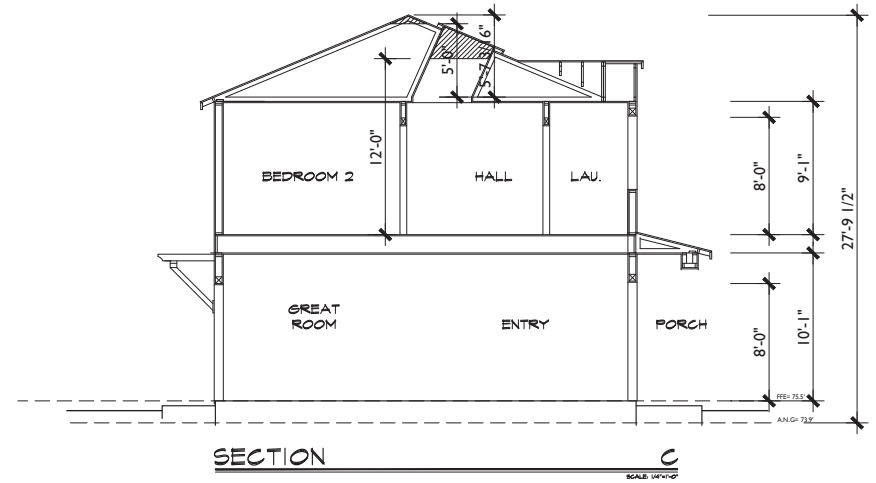
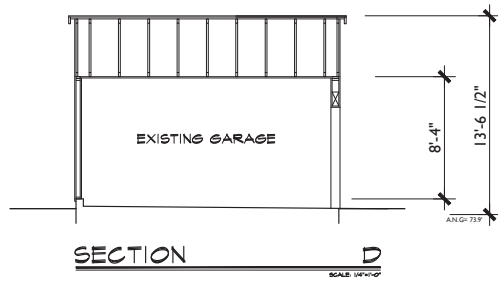
EXISTING DEVELOPMENT

NON-CONFORMING STRUCTURE TYPE	SQUARE FOOTAGE		CONSTRUCTION COST	EXISTING VALUE
EXISTING GARAGE	322	X	\$70 / SQ.FT.	\$22,540.00
TOTAL	322			\$22,540.00

PROPOSED DEVELOPMENT

CATEGORY 2: REMODEL OF EXISTING SQUARE FOOTAGE
CATEGORY 3: EXTERIOR MODIFICATION TO EXISTING STRUCTURE

PROPOSED DEVELOPMENT TYPE	SQUARE FOOTAGE		CONSTRUCTION COST	DEVELOPMENT VALUE
NEW ROOF STRUCTURE OVER EXISTING SQ.FT.	0	X	\$50 / SQ.FT.	0
REPLACEMENT OF EXISTING WINDOW/ EXTERIOR DOOR	24.9	X	\$35 / SQ.FT.	\$871.50
REPLACEMENT OF EXISTING GARAGE DOOR	124.5	X	\$35 / SQ.FT.	\$4,357.50
REPLACEMENT OF EXISTING SIDING	539.3	X	\$35 / SQ.FT.	\$18,875.50
TOTAL	688.7			\$24,104.50 106.9%



SECTIONS

69 CORNELL

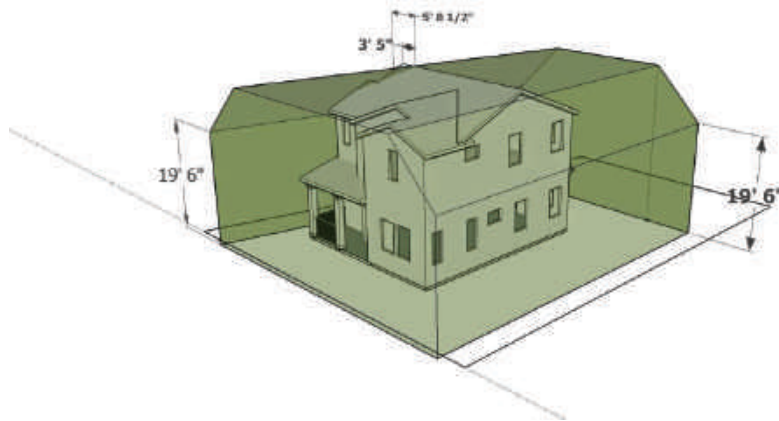
Menlo Park, California

918.21247

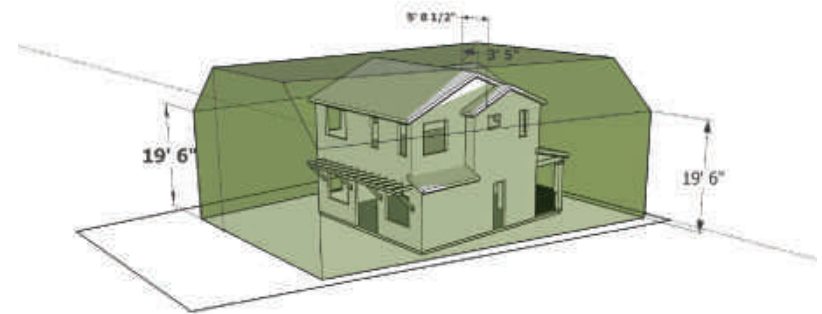
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04.27.23

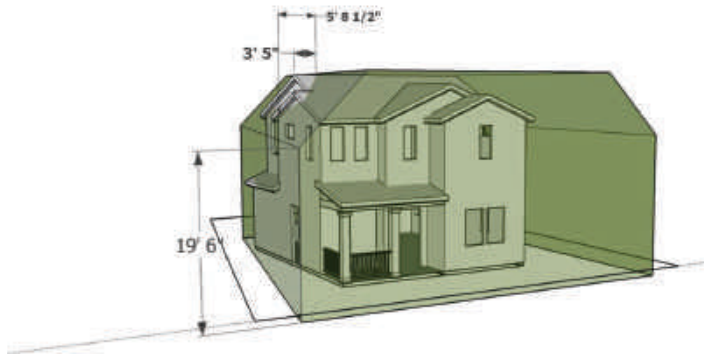




FRONT & RIGHT SIDE VIEW



REAR & LEFT SIDE VIEW



FRONT & LEFT SIDE VIEW

WINDOW FRAMES: BLACK



FRONT DOOR
MASONITE, VISTAGRANDE
FIBERGLASS
3/4 LITE 4 SDL 1 PANEL DOOR
3/4 LITE 2 SDL 1 PANEL SIDELITE



GARAGE DOOR
CLOPAY GRAND HARBOR
DESIGN 12
WINDOW: S022



FENCE STAIN
SEMI-SOLID
DUNE GRAY



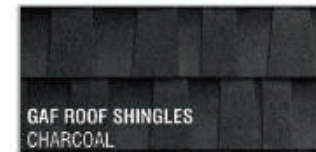
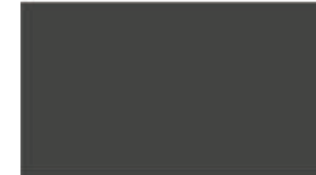
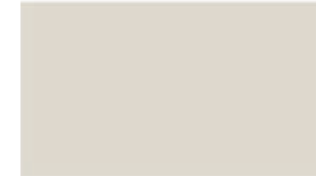
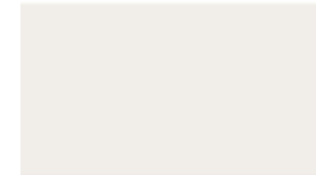
EXTERIOR RENDERINGS
(NOT TO SCALE)

69

HOUSE NUMBERS



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



ELDORADO STONE
TUNDRA BRICK + CHALK DUST

GAF ROOF SHINGLES
CHARCOAL



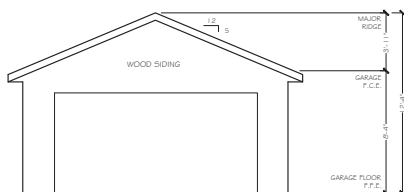
69 CORNELL ROAD
MENLO PARK, CALIFORNIA 94025

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

DATE: 04.25.2013
DESIGNER: DRUM ADAMSON
ARCHITECT: BRUSSEMAN LADDON

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

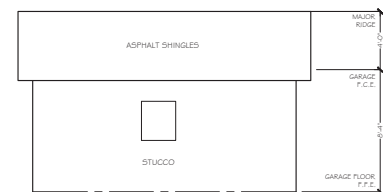
PLAN 816
COASTAL A4.0



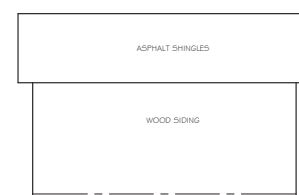
NORTH



SOUTH

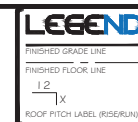


EAST



WEST

DETACHED GARAGE



PREPARED FOR:

THOMAS JAMES
HOMES

PROJECT TYPE

EXTERIOR ELEVATIONS

PROJECT NAME:

69 CORNELL
ROAD RESIDENCE

PROJECT ADDRESS

69 CORNELL ROAD,
MENLO PARK, CA
94025

[illegible]

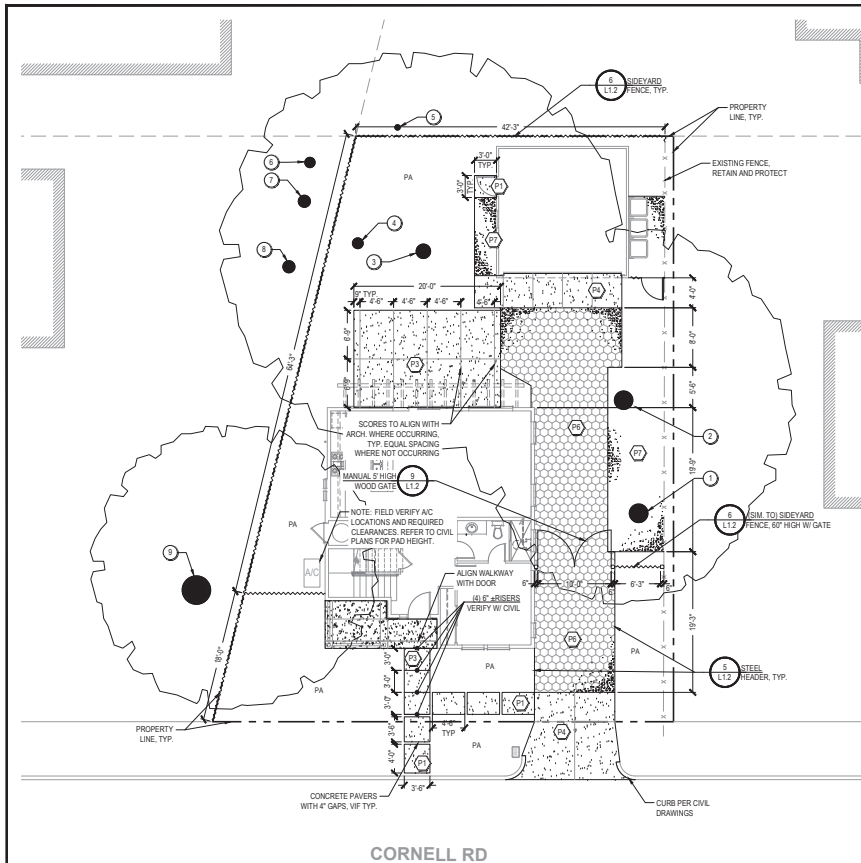
SCALE
1/4" = 1'-0"

PROJECT
2360 BA

APPROVED BY

DATE _____

08/09/2021
SHEET



TREE PROTECTION CHART

NOTE: SEE ARBORIST REPORT FOR ADDITIONAL INFORMATION

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

CONSTRUCTION NOTES

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

LAYOUT LEGEND

DETAIL CALLOUT	REFERENCED DETAIL NUMBER	REFERENCED DETAIL SHEET
ADJ.	ADJACENT	NATIVE GRASS
EQ.	EQUAL DISTANT	ON PA
ROC.	BACK OF CURB	OVERHANG
ROW.	BACK OF WALK	PLANTING AREA
CJ.	CONSTRUCTION/COLD JOINT	PL
CL.	CENTERLINE	POB
CLR.	CLEAR	SM
EJ.	EXPANSION JOINT	SYM
EQ.	EQUAL DISTANT	TYP
LO.	IN LIEU OF	T, TURF
MAX.	MAXIMUM	UNF
MIN.	MINIMUM	UNF

PAVING AND FENCING LEGEND

- CONCRETE PAVERS PER DETAIL 1L1.2: STANDARD GRAY CONCRETE WITH ACID ETCH FINISH WITH TOP CAST #01 SURFACE RETARDANT MANUFACTURED BY GRACE PRODUCTS. 4" CIP FILL WITH F2.
- DECORATIVE GRAVEL PER DETAIL 4L1.2: 1/2" CRUSHED GRAVEL, COLOR: CLOUD NINE (BUILDER TO VERIFY). BY DECORATIVE STONE SOLUTIONS (800.899.1876). 2" OVER COMPACTED SUBGRADE OVER FILTER FABRIC WITH 5" GALVANIZED WIRE STAPLES.
- CONCRETE PAVING (PEDESTRIAN) PER DETAIL 2L1.2: STANDARD GRAY CONCRETE WITH ACID ETCH FINISH WITH TOP CAST #01 SURFACE RETARDANT MANUFACTURED BY GRACE PRODUCTS.
- CONCRETE PAVING (VEHICULAR) PER DETAIL 3L1.2: STANDARD GRAY CONCRETE WITH ACID ETCH FINISH WITH TOP CAST #01 SURFACE RETARDANT MANUFACTURED BY GRACE PRODUCTS. TOOLED SCORE JOINTS AS SHOWN ON PLANS.
- CONCRETE TO BE POURED WITH ARCHITECTURE. REFER TO STRUCTURAL DRAWINGS.
- GRAVEL/PAVE2 SYSTEM PER DETAIL 8L1.2: UNIT SIZE 20" X20" X1". COLOR: TERRA COTTA (VERIFY WITH BUILDER). WITH 3/8" CRUSHED GRAVEL, COLOR: GOLD. VERIFY WITH BUILDER.
- DECORATIVE 1-1/2" COBBLE, DETAIL 9L1.2, COLOR: GOLD. VERIFY WITH BUILDER.
- SIDEYARD FENCE: PER DETAIL 6L1.2 154LF (CONTRACTOR TO VERIFY. INCLUDES ONE 3' 0" GATE).
- STEEL HEADER, TYP. REFER TO PLAN FOR EXACT LOCATIONS AND CONDITIONS.

SITE CALCULATIONS (PERFORMANCE APPROACH)

69 CORNELL ROAD	SF	% OF LOT AREA
EXISTING		
TOTAL LOT SF	4,238	100%
TOTAL PERMEABLE AREA	2,678	63%
PROPOSED LOT LANDSCAPE AREA (% OF TOTAL AREA)	1,529	36%
SHRUB AND GROUND COVER AREA (% OF TOTAL LANDSCAPE AREA)	1,174	77%
PROPOSED TURF AREA (% OF TOTAL LANDSCAPE AREA)	0	0%
NON-PLANTED AREA (% OF TOTAL LANDSCAPE AREA)	355	23%
AGGREGATE TRASH/TREE AREA	319	
GRAVEL/PAVE SYSTEM DRIVEWAY AND WALKWAY	655	
WALKABLE CONCRETE PADS WITH GAPS	175	
TOTAL IMPERMEABLE AREA	1,560	37%
RESIDENCE/GARAGE FOOTPRINT (% OF TOTAL AREA)	1,173	28%
LAWN	265	
FRONT PORCH	82	
DRIVEWAY (CONCRETE)	40	
CALCULATIONS FOR AREA PAST THE PROPERTY LINE	474	
LANDSCAPE	358	
DRIVEWAY APRON AND WALKWAY	116	

NOTE: WATER SUPPLY IS DOMESTIC.

SEE SHEET L1.2 FOR CONSTRUCTION DETAILS

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

SIGNED: [Signature] DATE: 03/08/23

0" 5' 10' 1" 0" N



111 Scripps Drive
Sacramento,
California 95825
916.945.8003 | 916.342.7119
4409 C.R.A. 5044

LANDSCAPE IMPROVEMENT PLANS FOR

69 CORNELL ROAD MENLO PARK, CA

BY
THOMAS JAMES HOMES

KEYMAP:

LAYOUT PLAN, NOTES, AND LEGEND

DRAWN BY:

STAFF:

CHECKED BY:

DWC

JOB NO.

20035

DATE

03/07/2023

REVISIONS:



DATE SIGNED: 03/08/23

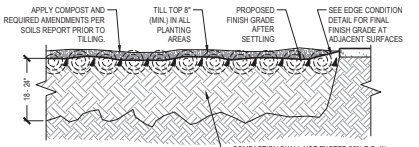
L1.1

DRAWINGS IN SET: 5



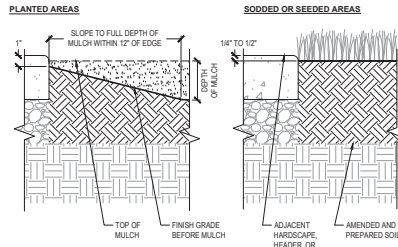


A26



1 | PLANTING AREA SOIL PREPARATION

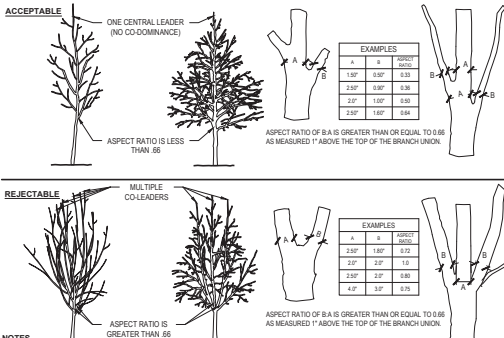
NO SCALE SECTION



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

2 | PLANTED AREA EDGE CONDITION AT HARDSCAPE

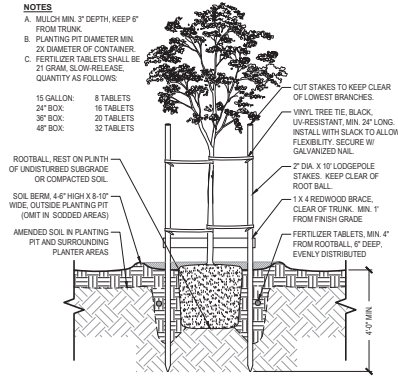
NO SCALE SECTION



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

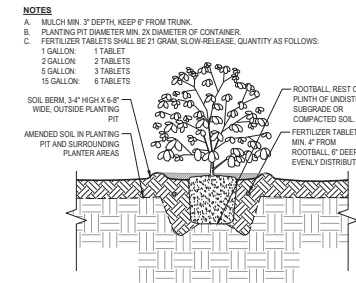
4 | TREE BRANCHING STRUCTURE

NO SCALE AS NOTED



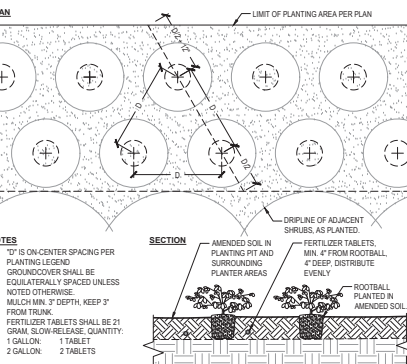
5 | TREE PLANTING: STANDARD UP TO 36" BOX

NO SCALE SECTION



6 | SHRUB PLANTING

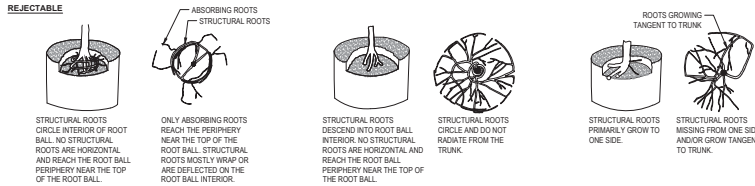
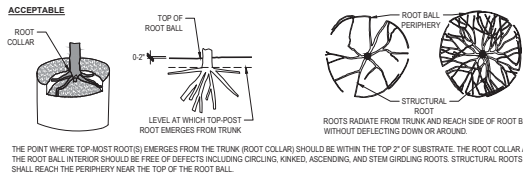
NO SCALE SECTION



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

7 | GROUNDCOVER PLANTING

NO SCALE SECTION



3 | ROOT STRUCTURE: CONTAINERIZED PLANTS

NO SCALE AS NOTED

NOTES
A. OBSERVATIONS OF ROOTS SHALL OCCUR PRIOR TO ACCEPTANCE. ROOTS AND SUBSTRATE MAY BE REMOVED DURING THE OBSERVATION PROCESS. SUBSTRATE/SOIL SHALL BE REPLACED AFTER OBSERVATION HAS BEEN COMPLETED.
B. SMALL ROOTS (1/4" OR LESS) THAT GROW AROUND, UP, OR DOWN THE ROOT BALL PERIPHERY ARE CONSIDERED A NORMAL CONDITION IN CONTAINER PRODUCTION AND ARE ACCEPTABLE, HOWEVER THEY SHOULD BE ELIMINATED AT THE TIME OF PLANTING. ROOTS ON THE PERIPHERY MAY BE REMOVED AT THE TIME OF PLANTING.
C. SEE SPECIFICATIONS FOR OBSERVATION PROCESS AND REQUIREMENTS.

SOIL FERTILITY ANALYSIS: NOTE: SEE PLANTING NOTE #11.

CERTIFICATE OF COMPLETION: NOTE: SEE PLANTING NOTE #12.



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4000 C.R.A. 5044

LANDSCAPE IMPROVEMENT PLANS FOR

**69 CORNELL ROAD
MENLO PARK, CA**

**BY
THOMAS JAMES HOMES**

KEYMAP:

PLANTING DETAILS

DRAWN BY:
STAFF
CHECKED BY:
DWC
JOB NO.
20035
DATE
03/07/2023
REVISIONS:

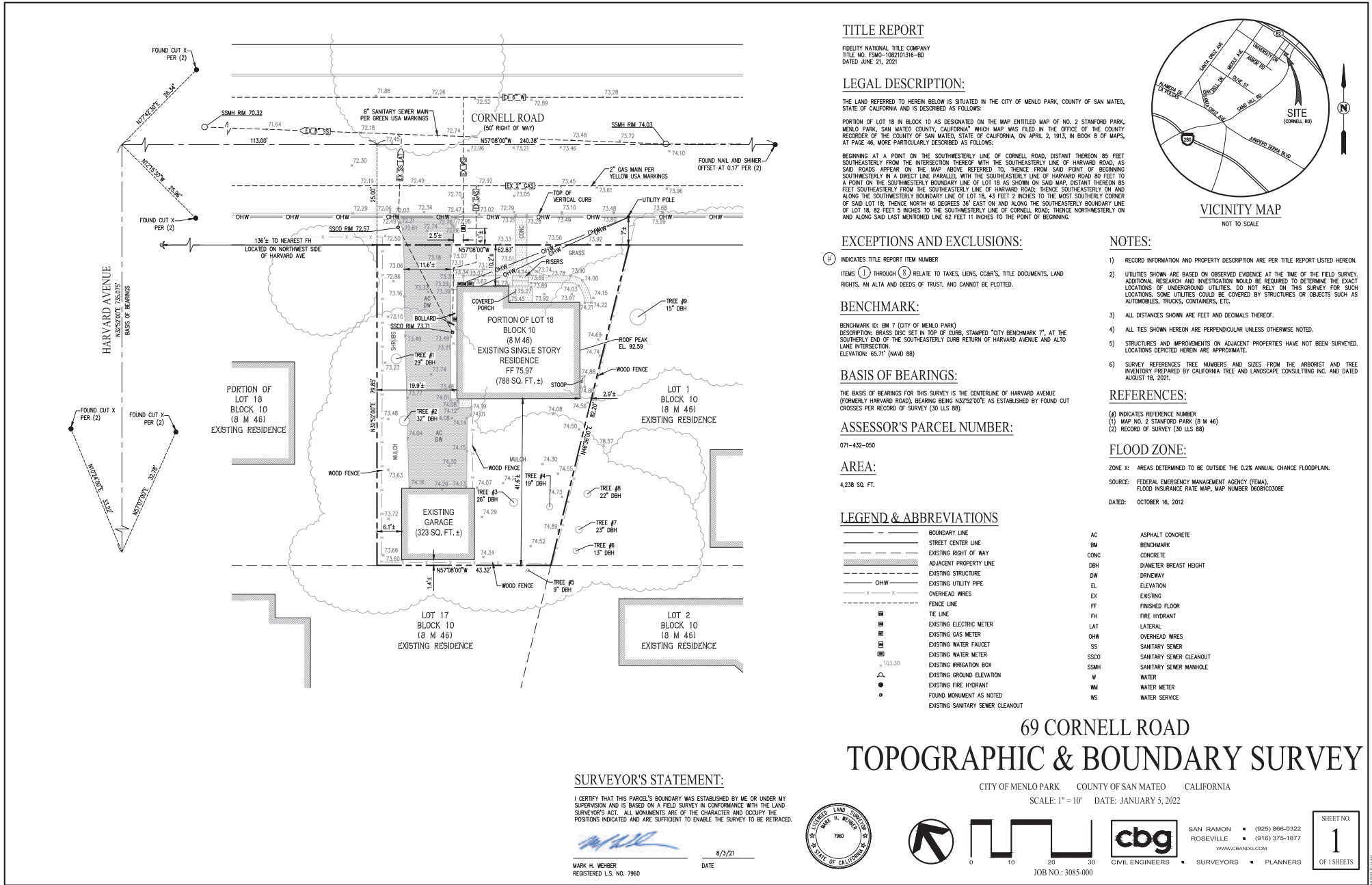


DATE SIGNED: 03/08/23

L2.2

DRAWINGS IN SET:

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





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

69 CORNELL ROAD
Project Description
April 28, 2023

PARCEL GENERAL INFORMATION

The 4,238 square-foot parcel located at 69 Cornell Road is a substandard lot, which is the reason a Use Permit is required for the proposed two-story residence. The Zoning Code requires a minimum of 7,000 square feet in lot area, 65 feet in width and 100 feet in depth for a lot to be considered standard in the R-1-U Zoning District. The lot is substandard related to all three criteria.

Regarding on-site and off-site trees, a total of nine trees were analyzed in relation to the proposed development, including four on-site trees and five off-site trees (see also Arborist Report & Sheet L1.1). Of the trees evaluated, there are two heritage oak trees, no street trees, and five other heritage trees. No trees are proposed for removal. This is achieved through siting the new home closely to the footprint of the existing residence and through preserving the existing detached garage. *A variance is requested for the front yard setback of 10' (20' is required in this zone) to ensure that the home does not infringe upon backyard tree roots. A second use permit is requested to allow for the retention of the existing two-car detached garage that is non-conforming.*

EXISTING HOME TO BE DEMOLISHED

The existing house is a single-story single-family minimal stucco cottage home built in 1926. It is 788 square feet at the main level with a 146.9-square-foot basement and crawlspace. The existing 323-square-foot detached garage is proposed for retention.

PROPOSED SINGLE FAMILY RESIDENCE

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

The new home is proposed to have three bedrooms and three baths with an open floor plan designed to appeal to families. An existing detached two-car garage at the rear of the lot is proposed to remain in conjunction with an uncovered parking space in the driveway.

PLANNING COMMISSION REVIEW COMMENTS/APPLICANT RESPONSES

Thomas James Homes has revised the plans for 69 Cornell Road to eliminate two previously requested variances as per the direction from the Planning Commission on January 9, 2023. These variances were related to compliance with the daylight plane and off-street parking. Thomas James

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

Homes also met with Commissioner Riggs on January 18, 2023, to further discuss the Planning Commission direction and receive feedback that could potentially lead to an approvable design. The previously requested variances related to the daylight plane and off-street parking have been eliminated with the project revisions. Please see the following summary of implemented revisions in response to the Planning Commission direction from January 9, 2023.

DAYLIGHT PLANE

Thomas James Homes previously requested a variance to allow a 25'-0" high vertical daylight plane where a 19'-6" height is required. The daylight plane variance was requested so that the house footprint could be located to avoid impacts to established trees. At the Planning Commission hearing on January 9th, 2023, the Planning Commission indicated that the daylight plane variance request was not supportable. The project was continued to allow for revisions so that the project could meet the R-1-U daylight plane requirements. The plans have been revised to comply with the daylight plane, as follows:

- 1) Bedroom 2 on the second floor was pulled in 2'-3.5" on the left-side elevation to comply with the vertical daylight plane at the rear left corner.
- 2) A roof was added to the first floor where the rear left second-floor corner was sculpted to maintain the same footprint previously desired.
- 3) Two separate gabled roof forms at the left elevation have been introduced to allow the home to comply with daylight plane provisions. Both gables protrude into the 45-degree daylight plane as allowed per the Zoning Code. See elevations.

OFF STREET PARKING

Thomas James Homes previously requested a parking variance to allow one compliant parking space where two spaces are required. The design intent was to provide a detached one-car garage in the rear yard to maintain a similar configuration as the existing site and to avoid further impact to significant trees. At the Planning Commission hearing on January 9th, 2023, the Planning Commission indicated that the variance for one covered parking space instead of two could not be supported. Thomas James Homes reassessed parking options and studied several recommendations provided by Commissioners, including:

- 1) Paving in the front yard setback
- 2) Constructing a new two-car garage
- 3) Renovating the existing non-compliant two-car garage onsite.

To avoid requesting additional variances, paving in the front yard setback was eliminated from further study. Per code section 16.72.020(1), parking spaces may not be in any required in the front or side yard. Regarding the second option, design alternatives for constructing a new two-car garage were further explored to retain the proposed driveway location and meet parking code requirements without a variance request. Please see below for the analysis of the attached Exhibits 1 and 2. The exhibits depict limitations to the new two-car garage to achieve the appropriate vehicular and tree clearances.

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Redwood City, CA 94065

To help inform the garage placement, our certified arborist conducted a tree root analysis for the significant trees onsite, including a root trench hand dug away from each tree to observe the structural roots, to provide appropriate tree protection measures. These trees were a Coast Redwood (Tree No. 1), a Coast Live Oak (Tree No. 2), and a Trident Maple (Tree No. 3).

ESTABLISHED TREE CLEARANCE - TABLE A

TREE NO.	DBH (in)	CLEARANCE EXISTING (ft)	CLEARANCE MIN. (DBH)	CLEARANCE MIN. (ft)
1	29	14	6x	14.5
2	32	13	4x	10.7
3	26	8.8	5.7x	12

ALTERNATE GARAGE DESIGN – EXHIBIT 1

Exhibit 1 shows the new two-car garage at the minimum setback from the rear property line. The right garage door jamb is aligned with the right edge of the driveway to clear Tree No. 2 with 10.8 feet of clearance from the foundation meeting the minimum recommended dimension. However, the left side of the garage has only 13'± of horizontal clearance from the main home for six feet of the garage opening width. The exhibit shows an average mid-sized car backing out of the garage, which is larger than the provided clearance. The space limits the vehicle from maneuvering out of the garage without clipping the house and garage corners. The left side of the new garage is also 5.7 feet away from Tree No. 3, which conflicts with the significant shallow structural roots found in the root analysis. The existing clearance is eight feet, and the recommended clearance is 12 feet.

Neither of these clearances would be met. The proposed garage in Exhibit 1 would severely impact Tree No. 3 roots resulting in removal.

ALTERNATE GARAGE DESIGN - EXHIBIT 2

Exhibit 2 shows the new two-car garage at the minimum setback from the rear and right property lines. The left side of the garage is 9.2 feet from Tree No. 2. This distance exceeds the existing clearance and is under the minimum recommended by the arborist for appropriate pruning of structural roots. The garage door is close to centered on the driveway for equal access to each parking spot in the garage. The left side only has 13'± horizontal clearance from the main home for 2.5' of the garage opening. The exhibit shows an average mid-sized car backing out of the garage, which is larger than the provided clearance. In addition, the right side of the garage has only a 10.8'±

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Redwood City, CA 94065

horizontal clearance from Tree No. 2. Both spaces limit the vehicles from maneuvering out of the garage with potential impacts to the main home, the garage corners, and Tree No. 2 due to proximity.

PROPOSED GARAGE DESIGN

After analyzing the foregoing garage options, we found that retaining and renovating the existing non-conforming, two-car garage would be the best option to allow for two off-street parking spaces. Retention of the garage will reduce any impacts on established trees and will provide larger clearances for garage accessibility. This option combines the best options for functionality and tree preservation, while also providing two parking spaces.

NEIGHBOR RELATIONS

Thomas James Homes prepared a neighbor notice letter for distribution to neighbors within 300 feet of the property. The notice contained a copy of the site plan, floor plan, elevations, and a letter explaining our project. The following information outlines the comments we received from neighbors during the neighbor outreach process.

Neighbor at 800 Creek Drive

Comments:

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

Response:

- A. Correct. The existing fence appears to closely align to the true property line (but is slightly located on the 800 Creek property). The new fence will be built at the property line.
- B. The location of the home has been revised to ensure a five-foot side yard setback in compliance with R-1-U setback requirements.

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- C. The left elevation has been updated to reflect the four windows shown in the plan. Note: each bedroom requires a larger emergency egress window, and these have been oriented to face the front yard and rear yard so that proposed windows facing the side yard could be smaller in size.
- D. Saratoga Laurel shrubs are proposed along the south fence line to provide visual privacy between adjacent properties.

Virtual Neighbor Meeting April 27, 2022 – 5:00 PM

(Future homeowners Matt Normington attended and introduced himself and shared a little information about his wife, Victoria Bi, and their child)

- A. Three neighbors called in (not all identified which neighbor or residence address). Robert Vanderkleef (800 Creek drive) expressed support for the privacy plantings proposed along the south property line.
- B. One neighbor extended a welcome to the neighborhood for Matt and his family.
- C. One neighbor across the street suggested the applicant team consider a less bright paint color.

Response:

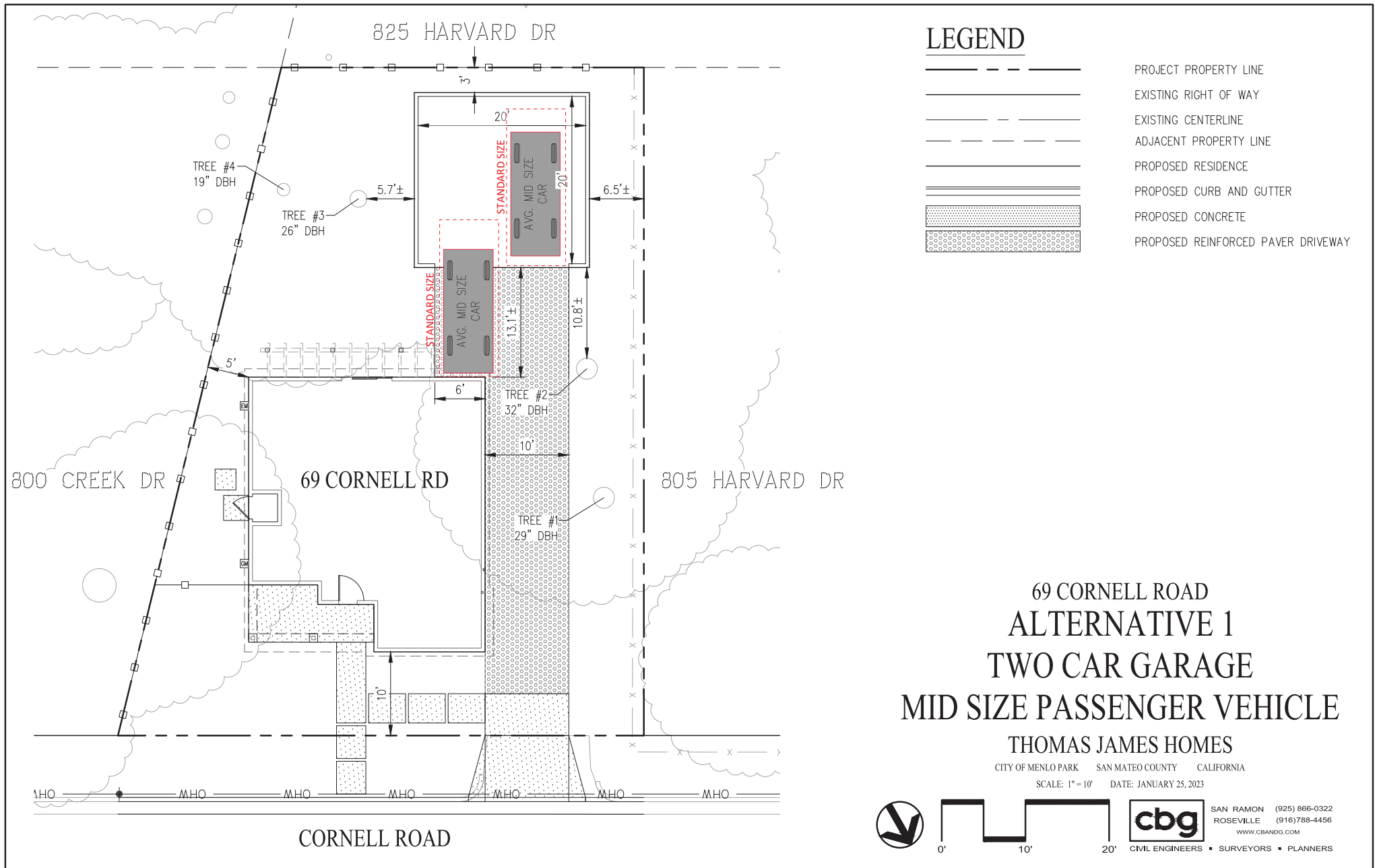
- A. Privacy plantings are still proposed along side property lines.
- B. The team appreciates the warm welcome given to the future homeowners, Matt and Victoria.
- C. The applicant team reviewed alternate paint colors with Matt & Victoria (the future homeowners), and they expressed support for keeping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

We look forward to adding to the charm and sense of community in Menlo Park and welcome any questions the city may have as we go through our Use Permit review process.

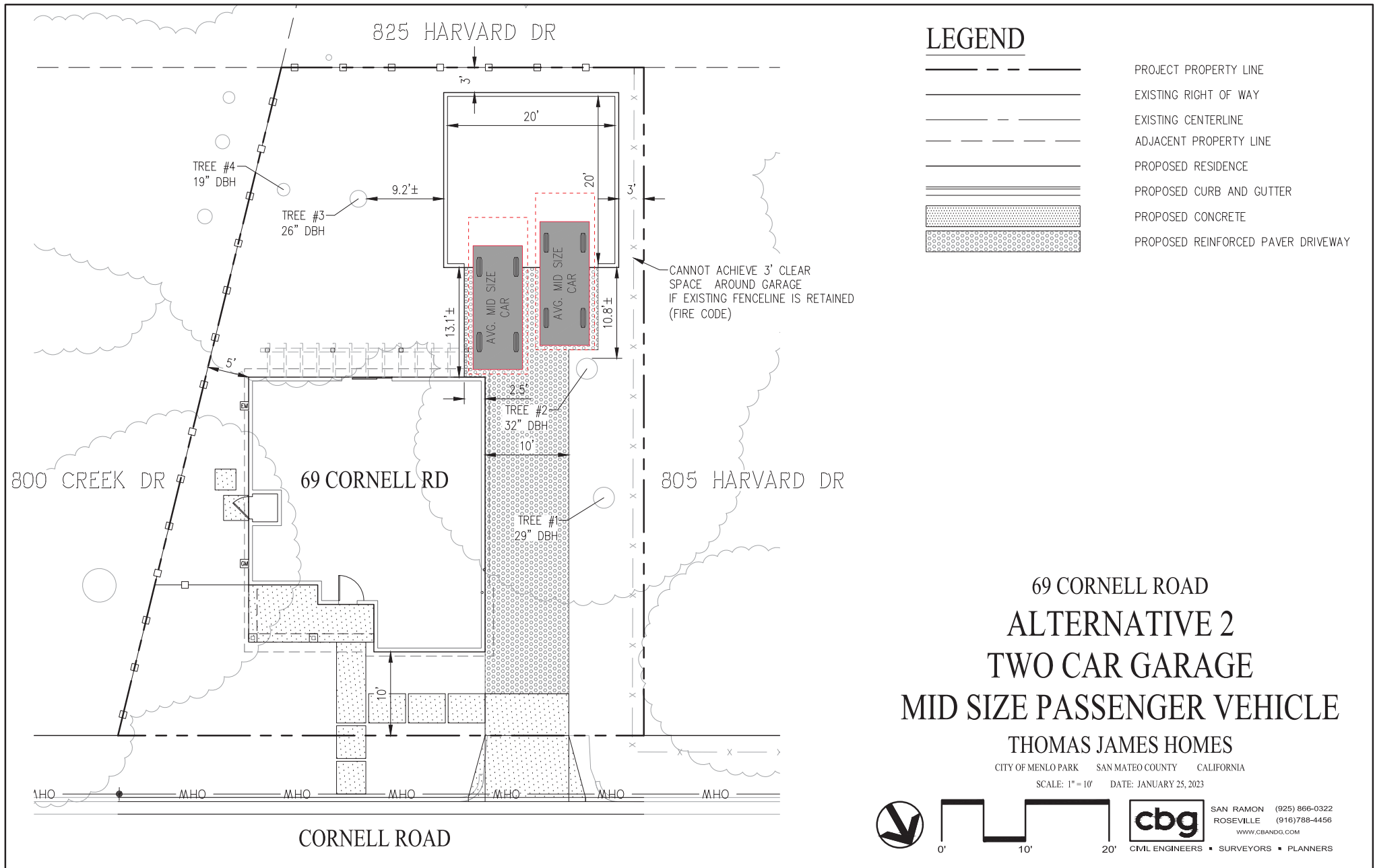
Best,

Aaron Hollister, Manager of Forward Planning at **Thomas James Homes**
ahollister@tjhusa.com | 650.562.8082

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F:\3085-000\MENLO PARK\69 CORNELL ROAD\ACAD\EXHIBITS\XB-TWO CAR GARAGE_69 CORNELL RD.DWG



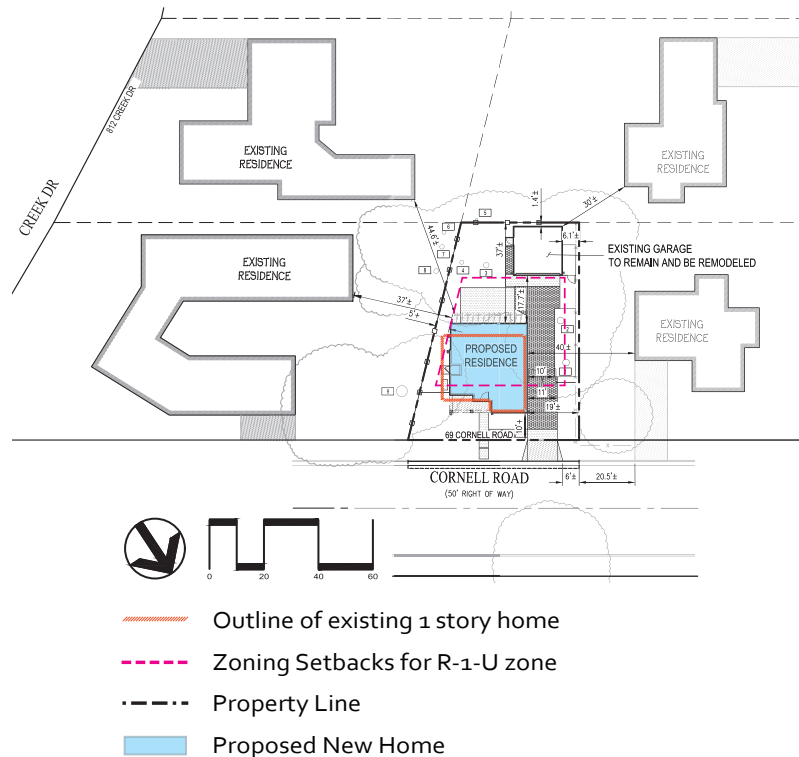
69 Cornell Road - Variance Request - 10ft Front Yard Setback

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

Project Introduction

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

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



Existing 1 Story Home As Viewed from Cornell Rd



Early Rendering - Street Elevation



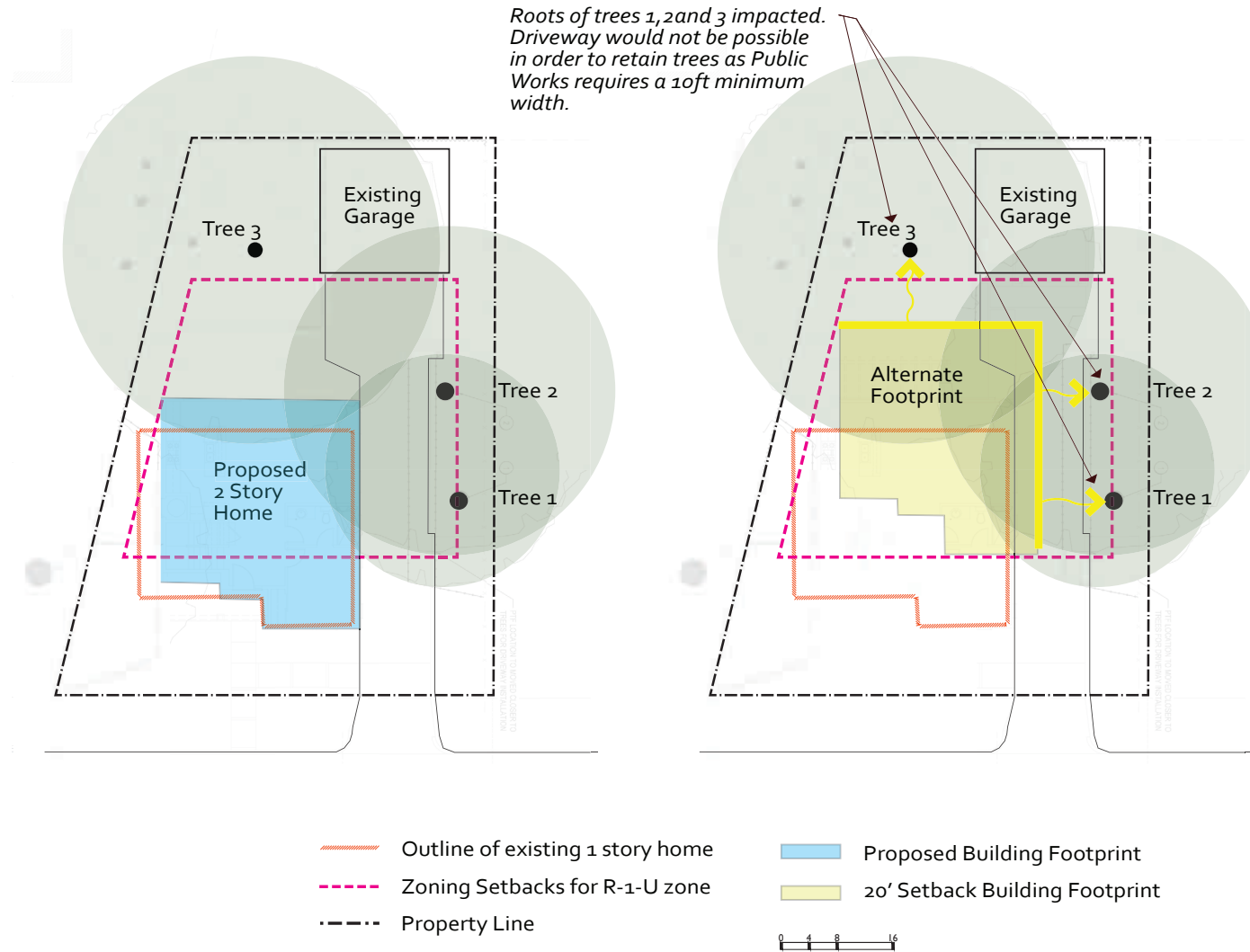
69 Cornell Road - Finding #1

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

Response:

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

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



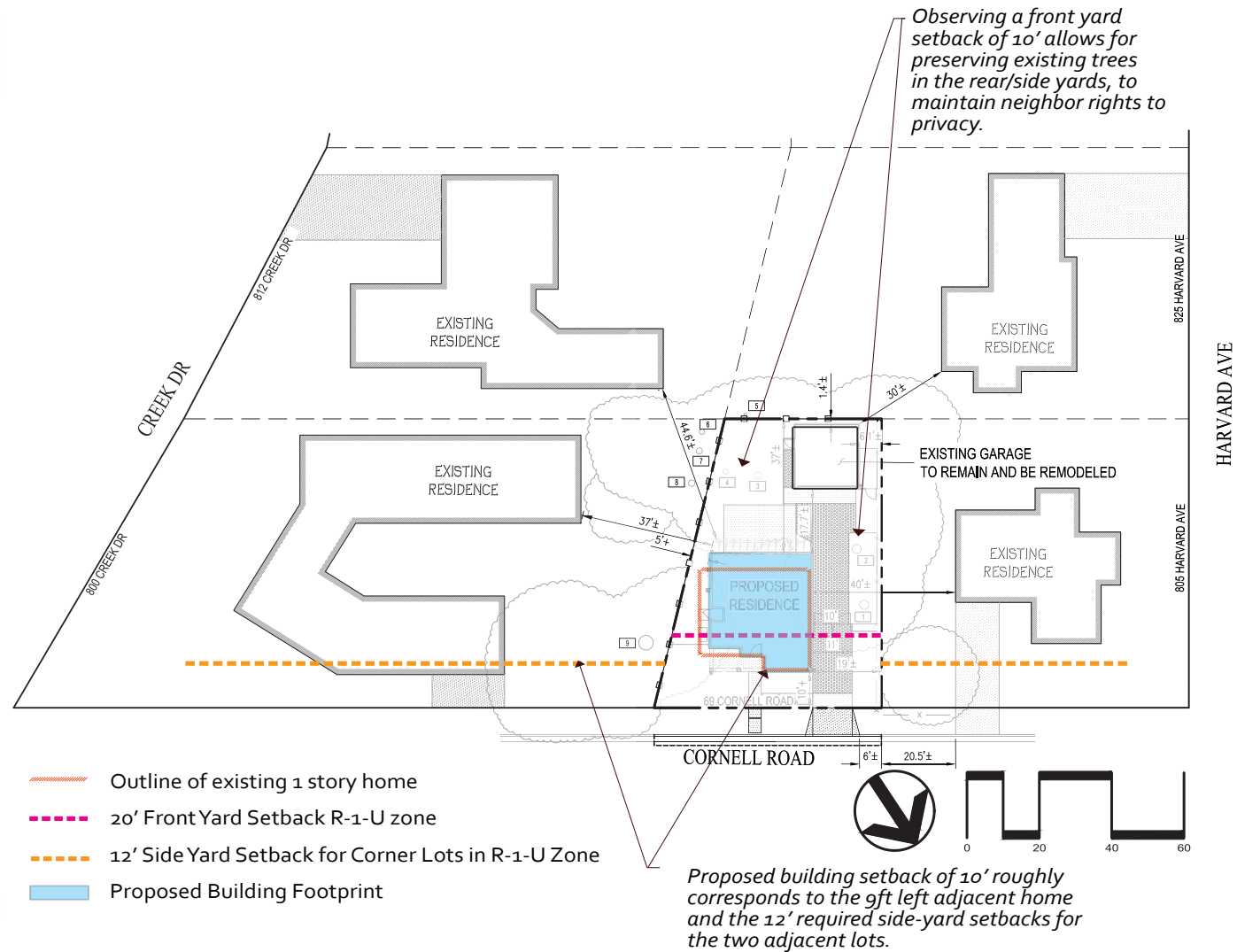
69 Cornell Road - Finding #2

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

Response:

This lot is substantially smaller than adjacent parcels; therefore, the redevelopment area of the property is significantly less than other properties and adequate buildable area is not achievable without impacting existing trees. Granting a reduced front yard setback would allow a similar right as other properties which have a required 12ft setback along Cornell Road (dashed in yellow) and would align with the 9ft setback building footprint of 800 Creek Dr (left). Additionally, a reduced front yard setback would allow retention of the existing trees which provide privacy between neighbors. The tree roots severely limit the buildable footprint. Thus, locating the home at a 20ft setback would impact the existing trees.

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



69 Cornell Road - Finding #3

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

Response:

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

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



Front View of Existing 1 Story Home



Dense Trees surrounding 69 Cornell Road Property



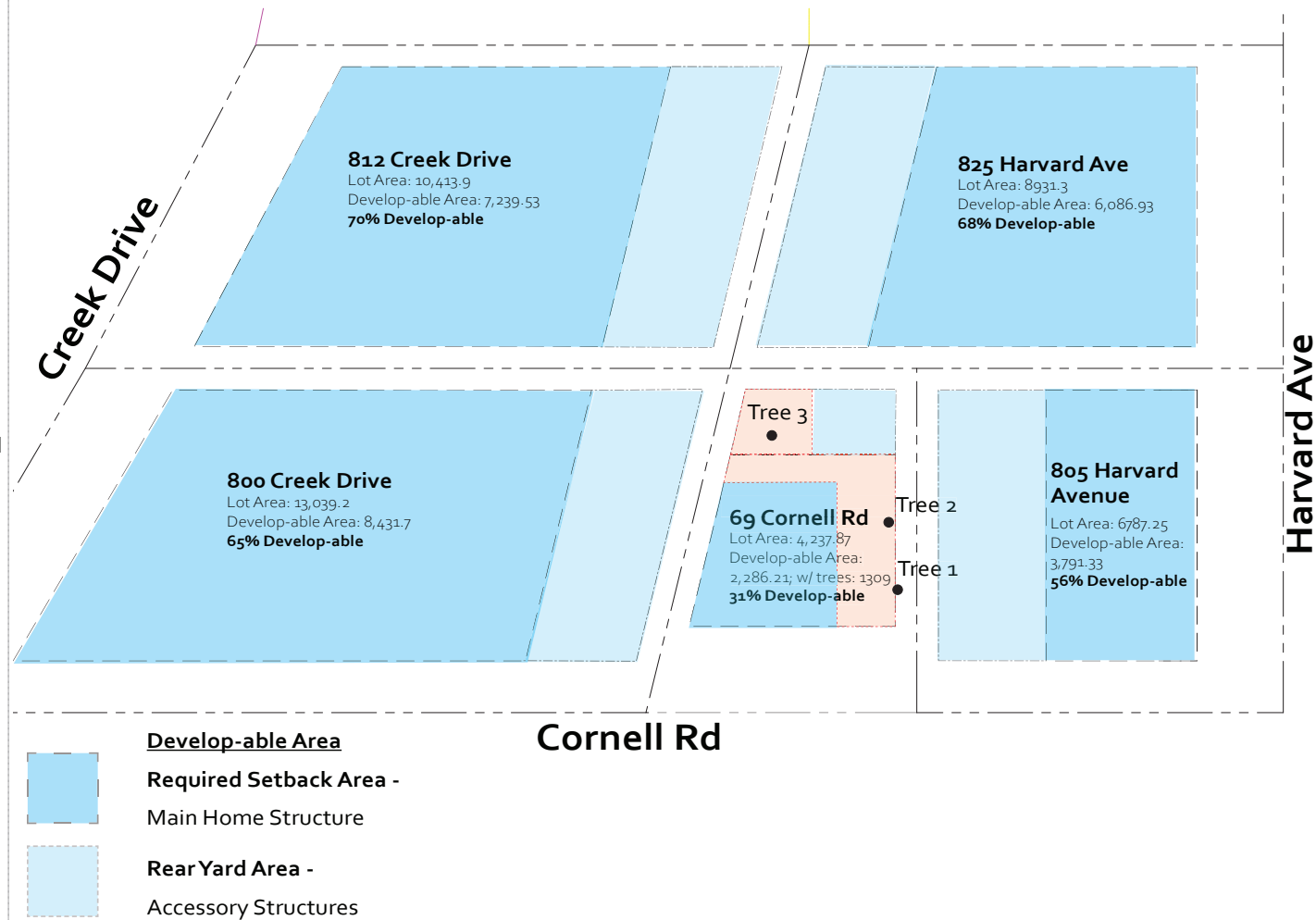
69 Cornell Road - Finding #4

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

Response:

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

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



69 Cornell Road - Finding #5

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

Response:

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

Excerpt from El Camino Real and Downtown Specific-Plan

CHAPTER E LAND USE + BUILDING CHARACTER

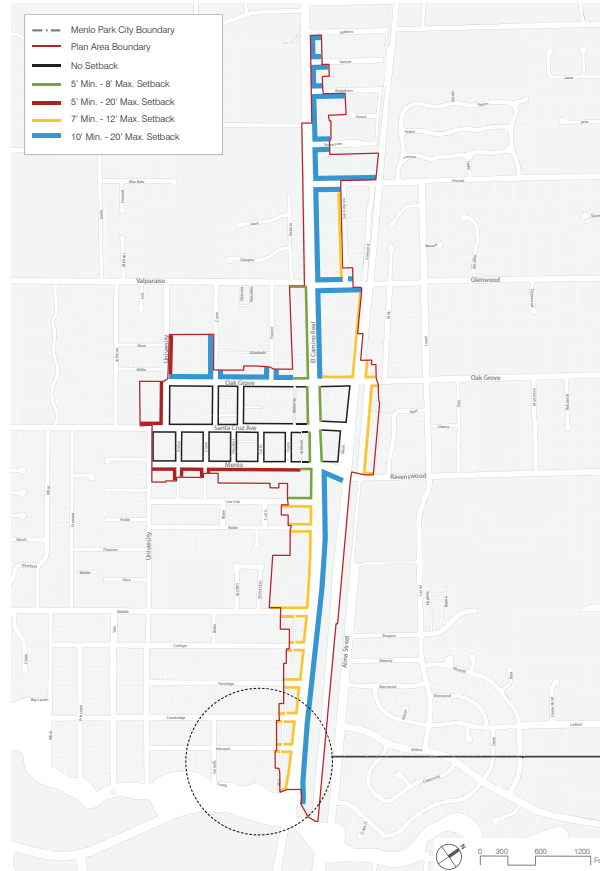


Figure E7. Building Front and Corner Side Setbacks

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



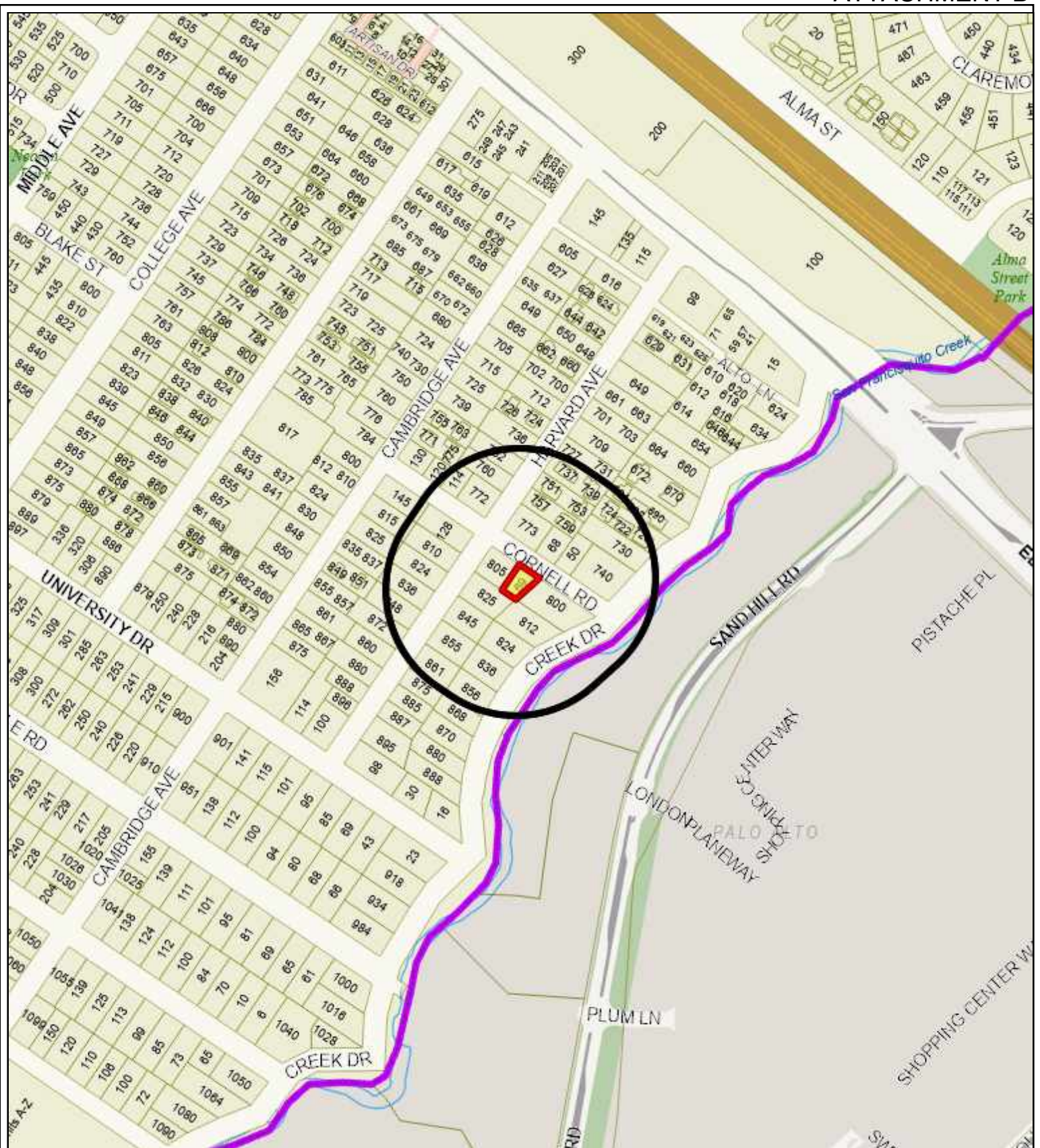
E23

69 Cornell Road – Exhibit F: Conditions of Approval

LOCATION: 69 Cornell Road	PROJECT NUMBER: PLN2022-00021	APPLICANT: Thomas James Homes	OWNER: Thomas James Homes
<p>PROJECT CONDITIONS:</p> <p>1. The use permit and variance shall be subject to the following standard conditions:</p> <ul style="list-style-type: none"> a. The applicant shall be required to apply for a building permit within one year from the date of approval (by June 5, 2024) for the use permit and variance to remain in effect. b. Development of the project shall be substantially in conformance with the plans prepared by Bassenian Lagoni Architecture consisting of 24 plan sheets, dated received April 28, 2023 and approved by the Planning Commission on June 5, 2023, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. c. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project. d. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. e. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes. f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall furnish new sidewalk, curb and gutter, pursuant to the latest City Standards, to the satisfaction of the Public Works Department along the property frontage. g. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits. h. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by California Tree and Landscaping Consulting, Inc. dated November 30, 2022. i. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application. j. The applicant or permittee shall defend, indemnify, and hold harmless the City of Menlo Park or its agents, officers, and employees from any claim, action, or proceeding against the City of Menlo Park or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit, or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant's or permittee's duty to so defend, indemnify, and hold harmless shall be subject to the City's promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City's full cooperation in the applicant's or permittee's defense of said claims, actions, or proceedings. k. Notice of Fees Protest – The applicant may protest any fees, dedications, reservations, or other exactions imposed by the City as part of the approval or as a condition of approval of this development. Per California Government Code 66020, this 90-day protest period has begun as 			

69 Cornell Road – Exhibit F: Conditions of Approval

LOCATION: 69 Cornell Road	PROJECT NUMBER: PLN2022-00021	APPLICANT: Thomas James Homes	OWNER: Thomas James Homes
of the date of the approval of this application.			



City of Menlo Park
Location Map
69 CORNELL ROAD



Scale: 1:4,000

Drawn By: CRT

Checked By: CDS

Date: 6/5/2023

Sheet: 1



REGULAR MEETING MINUTES

Date: 01/09/2023
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 862 5880 9056 and
Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Vice Chair Harris called the meeting to order at 7:00 p.m.

B. Roll Call

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

Absent: Chris DeCardy (Chair)

Staff: Christine Begin, Planning Technician; Arnold Mammarella, Contract Architect; Matt Pruter, Associate Planner; Edress Rangeen, Associate Engineer; Corinna Sandmeier, Principal Planner; Chris Turner, Associate Planner; Mary Wagner, City Attorney's Office

F. Public Hearing

- F2. Consider and adopt a resolution to approve variances and a use permit to demolish an existing one-story residence and detached garage, and construct a new two-story residence and detached garage on a substandard lot with regard to minimum lot width, depth, and area in the R-1-U (Single Family Urban Residential) zoning district, at 69 Cornell Road; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. The lot is less than 5,000 square feet in area, and a use permit is required to establish the maximum floor area limit. The project includes variances to reduce the front setback to 10 feet, where 20 feet is required, to allow for one compliant parking space where two spaces are required, and to increase the height of the daylight plane to 25 feet, where the daylight plane is measured from 19 feet, six inches. (Staff Report #23-002-PC)

Associate Planner Chris Turner said staff had no additions to the written report.

Anna Felver, Thomas James Homes, and Matt and Victoria Dormington, property owners, presented on behalf of the project.

Vice Chair Harris opened the public hearing and closed it as no persons requested to speak.

The Commission noted the attractive design and discussed the variance requests and suggested that for consistency two parking spaces, one required to be covered, be provided and that the variance for the intrusion into the daylight place could be eliminated by adjusting the wall or the plate height as the regulations allowed for a certain amount of intrusion into the daylight plane.

ACTION: Motion and second (Riggs/Do) to continue for redesign with the following direction; passes 6-0-1 with Commissioner DeCardy absent.

- Bring design within the allowable area of intrusion of daylight plane; and
- Solve for two parking spaces

K. Adjournment

Vice Chair Harris adjourned the meeting at 11:21 p.m.

Staff Liaison: Corinna Sandmeier, Principal Planner

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on April 10, 2023

69 Cornell Road – Attachment C: Data Table

	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	4,238 sf	4,238 sf	7,000 sf min
Lot width	48.2 ft	48.2 ft	65 ft min
Lot depth	81 ft	81 ft	100 ft min
Setbacks			
Front	10* ft	10.2 ft	20 ft min
Rear	~37 ft	41.6 ft	20 ft min
Side (left)	5 ft	2.9 ft	10 percent of minimum lot width, minimum 5 feet
Side (right)	~19 ft	19.9 ft	
Building coverage*	1,340 sf	1,111 sf	1,483 sf max
	31.6 %	26.2 %	35.0 % max
FAL (Floor Area Limit)*	2,007 sf	1,111 sf	Established by Planning Commission
Square footage by floor	850 sf/1 st 758 sf/2 nd 323 sf/garage 70 sf/attic >5 feet in height 6 sf/interior height >12 feet in height 167 sf/porches	788 sf/1 st 323 sf/garage 146.9 sf/basement	
Square footage of buildings	2,174 sf	1,257 sf	
Building height	27.8 ft	18.8 ft	28 ft max
Parking	1 covered space**	1 covered space	1 covered and 1 uncovered space
Note: Areas shown highlighted indicate a nonconforming or substandard situation			

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

*A variance request to approve this substandard/nonconforming condition has been submitted by the applicant and recommended for approval by Staff

**The existing substandard parking condition is proposed to remain

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

****These trees are located on neighboring properties.



California Tree and Landscape Consulting, Inc.

November 30, 2022

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

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

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

EXECUTIVE SUMMARY

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

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

TABLE 1

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

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

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

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

ASSIGNMENT

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

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

METHODS

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

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

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

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

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

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

TERMS

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

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

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

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

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

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

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

Table A – Ratings Descriptions

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

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

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

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

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

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

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

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

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

Yes H – Tree is unhealthy

Yes S – Tree is structurally unsound

OBSERVATIONS AND CONCLUSIONS

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

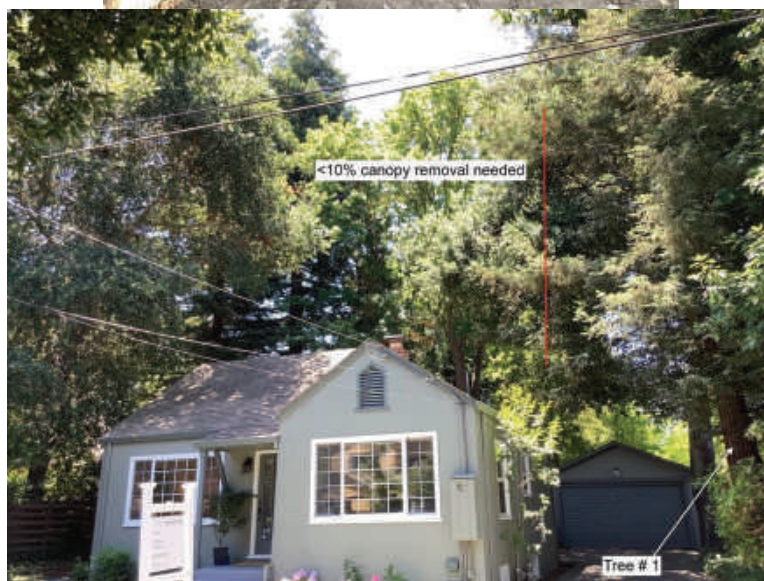
RECOMMENDED REMOVALS OF HAZARDOUS, DEFECTIVE OR UNHEALTHY TREES

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

CONSTRUCTION IMPACT ASSESSMENT

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

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



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





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





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

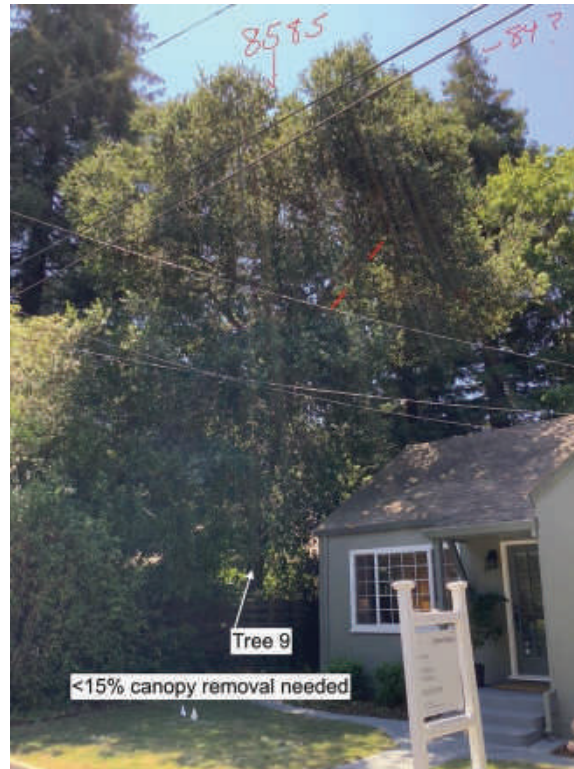
Tree # 5 (Tag # 8581): No impact is expected from development to this offsite tree. The tree is located approximately 37' (50x DBH) from the closest foundation and overhangs the project approximately 5'.

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

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

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

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



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

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

DISCUSSION

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

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

RECOMMENDATIONS: SUMMARY OF TREE PROTECTION MEASURES

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

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

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

Report Prepared by:



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

Report Reviewed by:



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

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

SEE ARBORIST REPORT FOR ADDITIONAL DETAILS

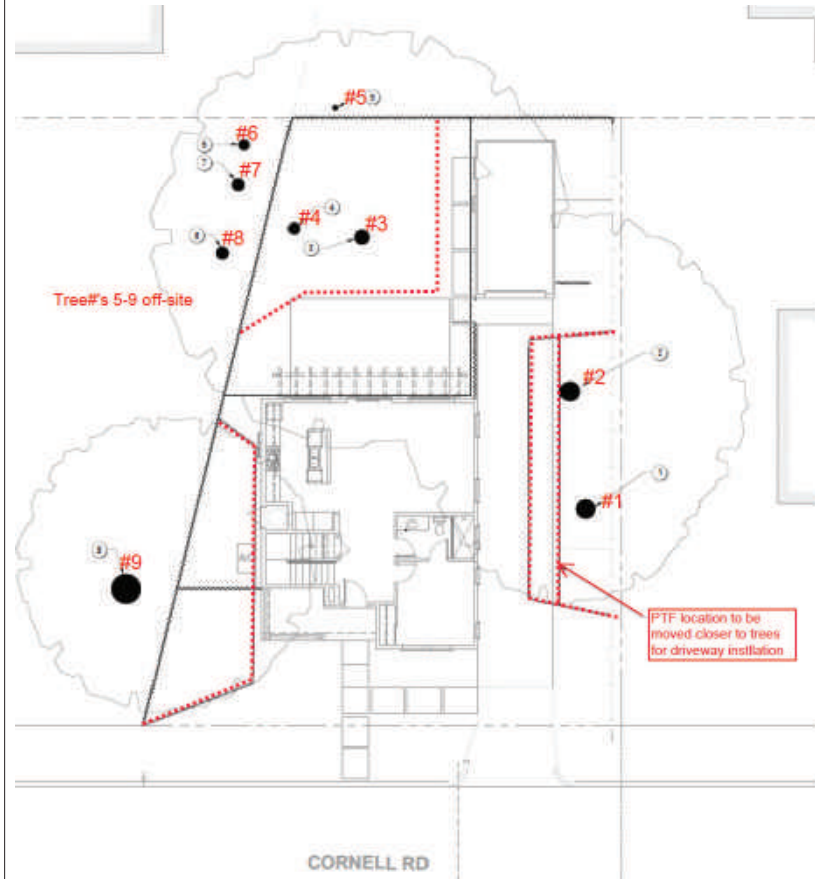
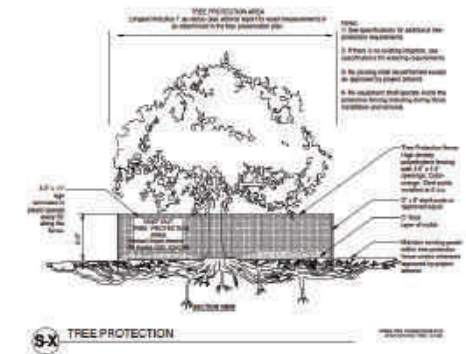


**California Tree &
Landscape Consulting, Inc.**

359 Nevada St. Suite 201
Auburn, CA 95603

TREE PROTECTION GENERAL REQUIREMENTS

1. The project arborist for this project is California Tree & Landscape Consulting. The primary contact information is Nicole Harrison (530) 885-6100. The project arborist shall continue to provide expertise and make additional recommendations during the construction process. If and when additional impacts occur to trees, requests to pause, monitor and construction oversight by the project arborist is recommended for all projects and required when a final letter of assessment is required by the jurisdiction.
2. The project arborist shall inspect the preliminary root protection fencing installed by the contractor prior to any grading and/or grading for compliance with the recommended protection zones. Additionally, the project arborist shall inspect the timing of the work of each phase of construction. The root protection zone for trees is specified as the "varying radius" in Appendix 2 in the arborist report unless otherwise specified by the arborist. Note: "Varying" is not an acceptable location for the installation of tree protection fencing.
3. The project arborist shall identify to provide any necessary pruning, trimming, fertilization, placement of mulch and/or chemical treatments. If disease pruning is required, the project arborist should approve the extent of foliage removal and oversee the pruning to be performed by a contractor who is an ISA certified arborist. Disease pruning should include removal of all the lower foliage that may interfere with equipment ROPS to having grading or other equipment inside.
4. No trunk within the root protection zone of any trees shall be removed using a chainsaw or other piece of grading equipment.
5. Clearly designate an area on the site that is outside of the protection area of all trees, where construction materials may be stored, and parking can take place. No materials or parking shall take place within the protection zones of any trees on or off the site.
6. Any and all work to be performed inside the protected root zone fencing, including all grading and utility trenching, shall be approved and/or supervised by the project arborist.
7. Trenching, if required, inside the protected root zone shall be approved and/or supervised by the project arborist and may be required to be performed by hand, by hydraulic or an auger, or other method which will place pipes underneath the roots without damage to the roots.
8. The root protection zone for trees is specified as the "varying radius" in Appendix 2 in the arborist report unless otherwise specified by the arborist. Note: "Varying" is not an acceptable location for the installation of tree protection fencing.



Ex: USDA Farm Service Agency

TREE PROTECTION PLAN

Page 1 of 1

- Property Line
- Measured Tree Canopy
- Tree Protection Fencing



Sheet No.
TPP 1.1

69 Cornell Road

City of Menlo Park, California

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

Date: 11/28/2022

APPENDIX 2 – TREE DATA

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

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

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

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

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

APPENDIX 3 – GENERAL PRACTICES FOR TREE PROTECTION

Definitions:

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

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

Methods Used in Tree Protection:

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

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

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

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

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

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

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

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

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

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

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

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

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

Do not allow fires under and adjacent to trees.

Do not discharge exhaust into foliage.

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

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

Do not apply soil sterilant under pavement near existing trees.

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

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

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

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

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

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

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

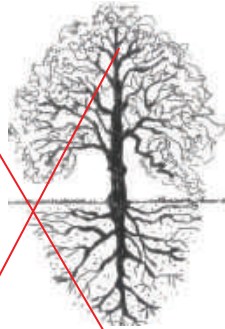
Design the irrigation system so it can slowly apply water (no more than ¼" to ½" of water per hour) over a longer period of time. This allows deep soaking of root zones. The system also needs to accommodate infrequent irrigation settings of once or twice a month, rather than several times a week.

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

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

Root Structure

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



Drawing A

Common misconception of where tree roots are assumed to be located



Drawing B

The reality of where roots are generally located

Structural Issues

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

Dominant Tree

Growth is upright

Canopy is balanced by limbs and foliage equally

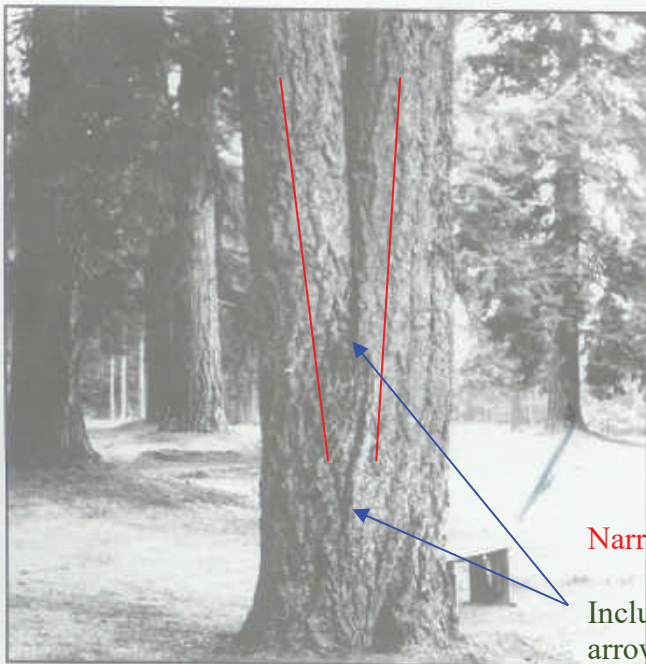


Suppressed Tree

Canopy weight all to one side

Limbs and foliage grow away from dominant tree

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



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

Narrow Angle

Included Bark between the arrows

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

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

Pruning Mature Trees for Risk Reduction

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

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

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



Photo of another tree – not at this site.

Normal limb structure

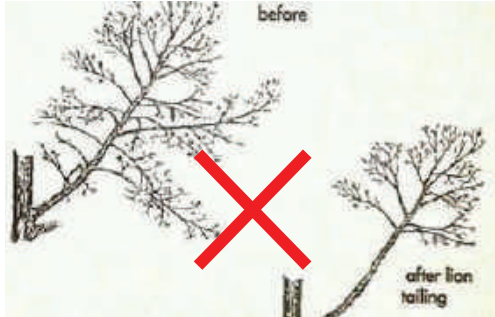
Over weight, reaching limb with main stem diameter small compared with amount of foliage present



Photo of another tree – not at this site

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

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



Arborist Classifications

There are different types of Arborists:

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

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

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

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

Decay in Trees

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



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



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

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

Oak Tree Impacts

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

APPENDIX 4 – APPRAISAL VALUE TABLE

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

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

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

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



COMMUNITY DEVELOPMENT DEPT.

701 Laurel Street
Menlo Park, CA 94025
650.330.6704
2/28/2011

TREE PROTECTION SPECIFICATIONS

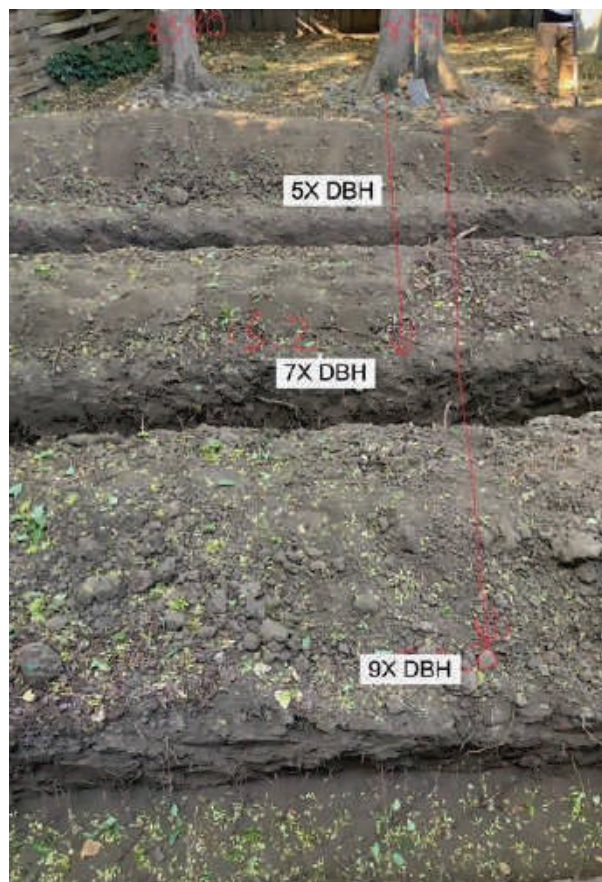
1. A 6" layer of coarse mulch or woodchips is to be placed beneath the dripline of the protected trees. Mulch is to be kept 12" from the trunk.
2. A protective barrier of 6' chain link fencing shall be installed around the dripline of protected tree(s). The fencing can be moved within the dripline if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

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

MONTHLY INSPECTIONS

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

APPENDIX 6 – PHOTOGRAPHS





STAFF REPORT

Planning Commission

Meeting Date:

6/5/2023

Staff Report Number:

23-039-PC

Public Hearing:

Consider and adopt a resolution to approve an Architectural Control permit for modifications to an existing office campus including exterior and interior modifications to the existing fitness center; hardscaping and landscaping modifications throughout the site, including the addition of two outdoor shade structures; and conversion of existing parking spaces to landscape reserve in the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district, at 2700 Sand Hill Road

Recommendation

Staff recommends that the Planning Commission approve a request for architectural control for modifications to an existing office campus including exterior and interior modifications to the existing fitness center; hardscaping and landscaping modifications throughout the site, including the addition of two outdoor shade structures; and conversion of existing parking spaces to landscape reserve in the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district. A draft resolution, including the recommended conditions of approval, is included as Attachment A.

Policy Issues

The proposed project requires the Planning Commission to consider the merits of the project. The Planning Commission should consider whether the required architectural control findings can be made and whether the landscape reserve parking plan is appropriate.

Background

Site location

The property at 2700 Sand Hill Road is an 11.44-acre office complex called “The Grove” (inclusive of addresses for 2700-2770 Sand Hill Road). The project site at 2700 Sand Hill Road is one of three office campuses of the Sand Hill Collection (“The Quad” at 2400-2498 Sand Hill Road and “The Ranch” at 3000 Sand Hill Road are the other two campuses). “The Grove” is situated in the western portion of the city and is part of the Sharon Heights neighborhood. The generally rectangular-shaped site is bordered by residences within the R-1-S (Single-Family Suburban Residential) zoning district to the north, St. Bede’s Episcopal Church and Trinity School to the east, Sand Hill Road to the south, and offices to the west. A location map is included as Attachment B.

Analysis

Project description

The overall project intent is to provide enhanced amenities for workers and visitors of the office campus and the proposed improvements are concentrated in the center of the campus where a mulch covered slope and underutilized parking area currently exist and split the campus in two sections (east and west). The project seeks to redevelop the center of the campus into an area, proposed to be called “The Meadow”, with enhanced landscaping expanding into the existing underutilized parking area and meandering concrete paving and decomposed granite walkways with bollard lighting to increase pedestrian circulation around the campus. Two covered, outdoor seating areas are proposed and would be comprised of two freestanding metal shade structures with IPE wood decking, steel cable/post and IPE wood cap guardrails, corrugated metal roofing rafter system, and beam-mounted monopoint light fixtures. Each shade structure would cover 484 square feet and be 10’-4” in height from walking surface to top of structure (overall structure height varies due to sloping terrain with approximately five to eight feet height support beams). All new improvements for the project would meet Americans with Disabilities Act (ADA) Accessibility Standards.

The project also proposes the renovation of the existing fitness center that is located at the eastern edge of “The Meadow” (2732 Sand Hill Road). The existing building footprint is proposed to remain as-is with a proposed new aluminum storefront door, new exterior cedar wood siding and paint, new interior layout with restrooms/shower and locker space, and a new aluminum folding glass door system that opens to a new outdoor wood deck patio space connected to “The Meadow” walkway, intended for outdoor stretching, yoga, and other fitness activities.

Additional detail regarding proposed landscaping modifications and parking analysis is subsequently provided in this report. The project plans are included as Attachment A, Exhibit A, and the project description letter, including community outreach summary, is included as Attachment A, Exhibit B.

Zoning conformance

The site is within the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district. The proposed project is in compliance with the C-1-C development regulations codified in Municipal Code section 16.36.030. The project includes no change to existing conditions for lot area, lot dimensions, required yards, height of structures, or floor area ratio. The two zoning metrics that are affected by the proposed project are maximum building coverage and minimum landscaped area. These two metrics are listed below in italicized text with conformance analyzed.

- *Land covered by all structures shall not exceed twenty percent of building site.*
 - The site’s existing building coverage is 17.86 percent (88,984 square foot building coverage on a 498,326 square foot lot). The project would include two 484 square-foot shade structures that contribute 968 square feet of new building coverage. The site’s proposed building coverage would be 18.05 percent (89,952 square foot building coverage on a 498,326 square foot lot), which is below the 20 percent maximum. The project is in conformance with this zoning standard.
- *Not less than thirty percent of building site shall be occupied by appropriate landscaping.*
 - The site’s existing landscaping/open space is 41.1 percent. The project includes landscaping improvements. The site’s proposed landscaping/open space is 42.9 percent, which is above the 30 percent minimum. The project is in conformance with this development standard.

Parking conformance and landscape reserve parking

The minimum required parking for the C-1-C district is one space per 250 square feet of gross floor area. The gross floor area of the site is 116,775 square feet and the project does not include any increase in floor area. The gross floor area of the site calculates to be a minimum of 467 required off-street parking spaces. Per Municipal Code section 16.72.010(1), subject to the approval of the Planning Commission, a portion of required parking area may be designated landscape reserve parking and developed with appropriate landscaping.

The site currently has 471 parking spaces met through a combination of 439 striped spaces (423 standard stalls and 16 ADA stalls) and 32 landscape reserve spaces. The project proposes a parking plan with 472 spaces met through a combination of 398 striped spaces (382 standard stalls and 16 ADA stalls) and 74 landscape reserve spaces. The proposed parking plan reflects a decrease of 41 striped spaces and an increase of 42 landscape reserve spaces. The proposed parking plan would meet off-street parking requirements for the site subject to approval of the landscape reserve modification by the Planning Commission. The conversion of additional existing parking spaces in the underutilized center portion of the site to landscape reserve supports the creation of “The Meadow” and other proposed pedestrian and site enhancements. Staff conducted a site visit and agrees with the applicant that this parking area in the center portion of the site is underutilized and suitable for conversion to landscape reserve parking. There is generally ample parking in other parts of the site particularly in spaces immediately adjacent to buildings. The City’s Transportation and Engineering Divisions as well as the Menlo Park Fire Protection District have reviewed the proposal and given preliminary approval, subject to further review at the Building Permit stage, as appropriate.

Open space, trees and landscaping

The project’s proposed development of “The Meadow” includes enhancement of existing landscaping and also expansion of existing landscaping area. New drought tolerant landscaping comprised of shrubs and groundcover, as well as irrigation improvements, are proposed throughout “The Meadow”. In total, 19 trees are proposed for removal, consisting of 14 non-heritage trees and five heritage trees. Of the five heritage trees to be removed, three trees have a high or extreme risk rating under arboriculture best management practices and two trees are to be removed for development reasons, to support the proposed accessible pathways to improve pedestrian circulation around the campus, increasing connectivity between the eastern and western portions of the campus. Six additional heritage trees are anticipated to require major pruning of their roots due to their proximity to the proposed pathways; the trees are intended to remain and tree protection measures are established to ensure their long-term health and viability. Fourteen 48-inch box replacement trees (*Quercus virginiana* “Cathedral”) are proposed.

The applicant submitted an arborist report and tree protection report (Attachment C) detailing the species, size, and conditions of existing trees on the site. The report discusses the impacts of the proposed improvements and provides recommendations for tree maintenance and protection. As part of the project review process, the arborist report and tree protection report was reviewed by the City Arborist and the heritage tree permitting process was followed by the applicant to cover both the heritage tree removals and major pruning (Heritage Tree Removal Permits 2023-00020 and 2023-00091). The heritage tree-related permits are conditionally approved pending Planning Commission action on the architectural control permit. All recommended tree protection measures identified in the arborist report and tree protection report would be implemented and ensured as part of condition 1i. As previously noted, the project exceeds the minimum landscaping zoning standard for the site and the project proposes to increase landscaping above existing conditions.

Correspondence

As of the compilation of this report, staff has not received correspondence in relation to the proposed project.

Conclusion

The proposal meets the development standards of the zoning district. Staff believes that the proposed improvements are in keeping with the design of the existing office campus and would allow the existing office campus to provide new/enhanced amenities for tenants and visitors. Staff recommends that the Planning Commission approve the architectural control request, including the request for landscape reserve parking.

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 proposed project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") and 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.

Attachments

- A. Draft Planning Commission Resolution of Approval Adopting Findings for project Architectural Control, including project Conditions of Approval
 - Exhibit A – Project Plans
 - Exhibit B – Project Description Letter
 - Exhibit C – Conditions of Approval
- B. Location Map
- C. Arborist Report and Tree Protection Report

Report prepared by:
Calvin Chan, Senior Planner

Report reviewed by:
Corinna Sandmeier, Principal Planner

PLANNING COMMISSION RESOLUTION NO. 2023-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING ARCHITECTURAL CONTROL REVIEW FOR MODIFICATIONS TO AN EXISTING OFFICE CAMPUS INCLUDING EXTERIOR AND INTERIOR MODIFICATIONS TO THE EXISTING FITNESS CENTER; HARDSCAPING AND LANDSCAPING MODIFICATIONS THROUGHOUT THE SITE, INCLUDING THE ADDITION OF TWO OUTDOOR SHADE STRUCTURES; AND CONVERSION OF EXISTING PARKING SPACES TO LANDSCAPE RESERVE IN THE C-1-C (ADMINISTRATIVE, PROFESSIONAL, AND RESEARCH DISTRICT, RESTRICTIVE) ZONING DISTRICT

WHEREAS, the City of Menlo Park (“City”) received an application requesting architectural control review for modifications to an existing office campus including exterior and interior modifications to the existing fitness center; hardscaping and landscaping modifications throughout the site, including the addition of two outdoor shade structures; and conversion of existing parking spaces to landscape reserve (collectively, the “Project”) from Jackson Derler, Techcon (“Applicant”), on behalf of the property owner 2700 2770 SH LLC (“Owner”), located at 2700 Sand Hill Road (APN 074-260-750) (“Property”). The architectural control review is depicted in and subject to the development plans which are attached hereto as Exhibit A and incorporated herein by this reference; and

WHEREAS, the Property is located in the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district, which supports professional, administrative, and executive offices; and

WHEREAS, the proposed Project complies with all objective standards of the C-1-C zoning district; and

WHEREAS, the findings and conditions for the architectural control would ensure that all City requirements are applied consistently and correctly as part of the project’s implementation; and

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

WHEREAS, the Applicant submitted an arborist report prepared by Tree Management Experts dated November 17, 2022 which was reviewed by the City Arborist and found to be in compliance with the Heritage Tree Ordinance and proposes mitigation measures to adequately protect heritage trees in the vicinity of the project not approved for removal under Heritage Tree Removal Permits 2023-00020 and 2023-00091; and

WHEREAS, the Project requires discretionary action by the City as summarized above, and therefore the California Environmental Quality Act (“CEQA,” Public Resources Code Section §21000 et seq.) and CEQA Guidelines (Cal. Code of Regulations, Title 14,

§15000 et seq.) require analysis and a determination regarding the Project's environmental impacts; and

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

WHEREAS, the Project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") and Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines; and

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

WHEREAS, at a duly and properly noticed public hearing held on June 5, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the architectural control permit.

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

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

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

The approval of the architectural control for modifications to an existing office campus including exterior and interior modifications to the existing fitness center; hardscaping and landscaping modifications throughout the site, including the addition of two outdoor shade structures; and conversion of existing parking spaces to landscape reserve, is granted based on the following findings which are made pursuant to Menlo Park Municipal Code Section 16.68.020:

1. That the general appearance of the structures is in keeping with the character of the neighborhood; in that, the Project includes two outdoor shade structures that are complementary in style to the existing office campus and will provide opportunity for shading and meeting in compliance with the zoning district.
2. That the development will not be detrimental to the harmonious and orderly growth of the city; in that, the Project is in keeping with the design of the existing office campus and would allow the existing office campus to provide new/enhanced amenities for

tenants and visitors. The Project is designed in a manner that is consistent with all applicable requirements of the City of Menlo Park Municipal Code.

3. That the development will not impair the desirability of investment or occupation in the neighborhood; in that, the Project provides new/enhanced amenities for tenants and visitors through building and landscaping materials compatible with the appearance of the existing neighboring buildings. Therefore, the Project would not impair the desirability of investment or occupation in the neighborhood.
4. That the development provides adequate parking as required in all applicable City Ordinances and has made adequate provisions for access to such parking; in that, the on-site parking requirement is 467 spaces and the Project will provide 472 spaces met through a combination of 398 striped spaces (382 standard stalls and 16 ADA stalls) and 74 landscape reserve spaces.
5. That the development is consistent with any applicable specific plan; in that, the project is not located within a specific plan area. However, the project is consistent with all applicable codes, ordinances, and requirements outlined in the City of Menlo Park Municipal Code.

Section 3. Architectural Control Permit. The Planning Commission hereby approves the Architectural Control Permit No. PLN2022-00031, which architectural control is depicted in and subject to the project plans and project description letter, which are attached hereto and incorporated herein by this reference as Exhibit A and Exhibit B, respectively. The Architectural Control Permit is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C.

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

1. The Project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") and Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.

Section 5. SEVERABILITY

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

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on June 5, 2023, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 5th day of June, 2023.

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

Exhibits

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

DIVCOWEST - THE SAND HILL COLLECTION
THE GROVE - 2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

PROJECT SUMMARY

THIS DRAWING SET CONTAINS SITE WORK AND ARCHITECTURAL PLANS FOR PROPOSED EXTERIOR IMPROVEMENTS TO AN EXISTING COMMERCIAL DEVELOPMENT AT 2700 SAND HILL ROAD. THE PROPOSED IMPROVEMENTS INCLUDE THE CREATION OF ADDITIONAL USABLE LANDSCAPE AREAS BY REMOVING EXISTING IMPERVIOUS PARKING LOT, AS WELL AS UPGRADES TO OTHER DEVELOPED LANDSCAPE AREAS FOR THE BENEFIT OF THE PROPERTY'S TENANTS. ARCHITECTURAL RENOVATIONS TO AN EXISTING FITNESS CENTER FACILITY ARE INCLUDED IN THIS APPLICATION. PEDESTRIAN LED SITE LIGHTING IS PROPOSED.

- APN: 074-260-750
- ZONING: C1C(X)
- TOTAL PROPERTY AREA: 11.44+/- ACRES
- SITE AND BUILDING COVERAGE (EXISTING)
 - TOTAL BUILDING COVERAGE: 88,984(17.86%)
 - 2700: 11,000 SF
 - 2710: 12,530 SF
 - 2730: 13,790 SF
 - 2732: 1,525 SF
 - 2740: 8,629 SF
 - 2742: 1,760 SF
 - 2744: 11,426 SF
 - 2750: 16,919 SF
 - 2770: 11,405 SF
- PROPOSED ADDITIONS TO BUILDING COVERAGE:
 - TOTAL PROPOSED BUILDING COVERAGE: 89,952 SF (18.05%)
 - TOTAL INCREASE IN BUILDING COVERAGE: 968 SF
 - (2) DETACHED SHADE STRUCTURES, 484 SF EACH
- TOTAL TREES TO BE REMOVED: 19
 - (14) NON-HERITAGE TREES (262, 266, 267, 268, 269, 273, 274, 370, 373, 374, 375, 386, 387, 388)
 - (5) HERITAGE TREES (260, 261, 265, 270, 271, 272)
 - (6) HERITAGE TREES IMPACTED BY ROOT PRUNING (259, 263, 271, 275, 380, 381)
 - REPLACEMENT NON-INVASIVE TREE QTY: 14 (48"BOX)

GENERAL NOTES:
PLANS CREATED REFERENCE 2022 CBC, 2022 CEC, 2022 CMC, 2022 CPC, 2022 CALIFORNIA GREEN STANDARDS CODE, MENLO PARK MUNICIPAL CODE

CONTRACTOR IS RESPONSIBLE FOR ENSURING THAT THE WORK IS COMPLETE AND IN COMPLIANCE WITH THE MOST CURRENT CODES, ORDINANCES AND REQUIREMENTS OF THE GOVERNING AGENCY. SITE IS NOT RESPONSIBLE FOR CHANGES WHICH OCCUR TO THE CODES, ORDINANCES OR REQUIREMENTS AFTER THE GOVERNING AGENCY'S APPROVAL OR DURING INSTALLATION.

CONTRACTOR IS SOLELY RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES, OR FOR SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK. SITE IS NOT RESPONSIBLE FOR THE CONTRACTOR'S FAILURE TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONSTRUCTION CONTRACT DOCUMENTS, NOR RESPONSIBLE FOR ACTS OR OMISSIONS OF THE CONTRACTOR, SUBCONTRACTORS, OR THEIR AGENTS OR EMPLOYEES, OR OF ANY OTHER PERSONS PERFORMING PORTIONS OF THE WORK.

CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK, USING THE CONTRACTOR'S BEST SKILL AND ATTENTION. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR AND HAVE CONTROL OVER CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK.

CONTRACTOR SHALL BE RESPONSIBLE TO THE OWNER FOR ACTS AND OMISSIONS OF THE CONTRACTOR'S EMPLOYEES, SUBCONTRACTORS AND THEIR AGENTS AND EMPLOYEES, AND OTHER PERSONS PERFORMING PORTIONS OF THE WORK UNDER A CONTRACT WITH CONTRACTOR.

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITIES SHOWN ON THE PLANS WERE OBTAINED FROM AVAILABLE RECORDS AT THE TIME THE PLANS WERE DRAFTED AND DO NOT CONSTITUTE A REPRESENTATION AS TO THE ACCURACY OR COMPLETENESS OF THE LOCATION OR THE EXISTENCE OR NON-EXISTENCE OF SUCH UTILITIES. IN NORTHERN CALIFORNIA, CONTRACTOR SHALL CONTACT UNDERGROUND SERVICES ALERT AT 1-800-642-2444 PRIOR TO PERFORMING ANY CONSTRUCTION WORK. IN OTHER AREAS, CONTRACTOR SHALL CONTACT A SIMILAR AGENCY/ORGANIZATION.

VICINITY MAP



PROPERTY MAP



ADDITIONAL PROJECT NOTES:

- PLANS HAVE BEEN DEVELOPED USING NAVD 88 DATUM PER CITY STANDARD.
- PROJECT DOES NOT TRIGGER C.3 REQUIREMENTS, SEE STORMWATER DATA FORM ON G0.03.
- NO BUILDING DOWNSPOUTS WILL BE MODIFIED OR ADDED AS PART OF THIS SCOPE.
- PROJECT DOES NOT ENCRUMB PUBLIC RIGHT OF WAY.
- ALL NEW IMPROVEMENTS MEET ADA REQUIREMENTS.
- EXISTING PARKING COUNT - 423 STANDARD, 16 ADA, 32 LANDSCAPE RESERVE
- PROPOSED PARKING COUNTS - 382 STANDARD, 16 ADA, 74 LANDSCAPE RESERVE
- LANDSCAPE EXCEED 1000SF AND IS TO COMPLY WITH WELO REQUIREMENTS
- ADDITIONAL APPROVALS REQUIRED: WEST BAY SANITARY SEWER DISTRICT, MENLO PARK FIRE PROTECTION DISTRICT

PLAN SET INDEX

SHEET#	DESCRIPTION
G0.1	PROJECT COVER SHEET
G0.2	EXISTING CONDITIONS
G0.3	PROPOSED SITE PLAN
G0.4	HERITAGE TREE REMOVAL PLAN
G0.5	NON-HERITAGE TREE REMOVAL PLAN
G0.6	TREE PROTECTION NOTES AND DETAIL
G0.7 - G0.9	ARCHITECT REPORT
G0.10	SUBDIVISION MAP
THE MEADOW SITE IMPROVEMENTS	
-	SCOPE OF WORK: PROPOSED SITE IMPROVEMENTS INCLUDE THE REMOVAL OF EXISTING LANDSCAPE AND EXCESS PARKING SPACES, TO BE REPLACED WITH DROUGHT-TOLERANT PLANTING, NEW ACCESSIBLE CONCRETE PAVING, WOOD DECKING AND DETACHED METAL SHADE STRUCTURES. NEW LED PEDESTRIAN LIGHTING IS PROPOSED. TREE REMOVAL IS INCLUDED IN THIS SCOPE.
L1.0 - L1.3	CONSTRUCTION PLAN
L2.1	SHADE STRUCTURE ELEVATIONS AND RENDERINGS
L2.2	CONSTRUCTION NOTES AND MATERIALS LIST
L3.0 - L3.3	IRRIGATION PLAN
L3.4	IRRIGATION NOTES AND LEGEND
L4.0 - L4.3	PLANTING PLAN
L4.4	PLANTING NOTES AND LEGEND
EX-1	EXISTING PARKING SITE PLAN
C1.0	PRELIMINARY GRADING/DRAINAGE AND UTILITY PLAN
C2.0	IMPERVIOUS-PEVIOUS AREAS
FITNESS CENTER ARCHITECTURAL RENOVATION	
-	SCOPE OF WORK: PROPOSED BUILDING IMPROVEMENTS INCLUDE REPLACEMENT OF DOORS, NEW STOREFRONT DOOR, NEW FOLDING DOOR SYSTEM, NEW EXTERIOR WOOD SIDING AND PAINT.
AP0.0	COVER SHEET
AP1.0	AREA SITE - STREETVIEW
AP1.1	SITE PLAN - OVERALL
AP1.2	ENLARGED SITE PLANS
AP1.3	PHOTOGRAPHS
AP2.0	EXISTING AND DEMOLITION PLAN
AP2.1	PROPOSED FLOOR PLAN
AP2.2	ROOF PLAN
AP3.0	EXISTING EXTERIOR ELEVATIONS
AP3.1	PROPOSED EXTERIOR ELEVATIONS
AP5.0	MATERIALS BOARD
SK-1	FIRE ACCESS DIAGRAM

DESIGN PROFESSIONAL IN CHARGE:

LANDSCAPE ARCHITECT
SITE
18450 TECHNOLOGY DRIVE, SUITE E1
MORGAN HILL, CA 95037
CONTACT: JACKSON DERLER, RLA

PROJECT CONTACTS:

PROPERTY OWNER
DIVCOWEST
301 HOWARD STREET, SUITE 2100
SAN FRANCISCO, CA 94105
CONTACT: BRAD SCOTT

ARCHITECT
STUDIO G ARCHITECTS, INC.
299 BASSETT STREET, SUITE 250
SAN JOSE, CA 95110
CONTACT: FREDDY SEEN

CIVIL ENGINEER
BKF ENGINEERS
1730 N FIRST STREET #600
SAN JOSE, CA 95112
CONTACT: REUEL CHAN

PROPERTY OWNER

DIVCOWEST

IN ASSOCIATION WITH

site.

BKF
DIGITALIS
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THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

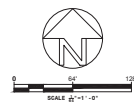
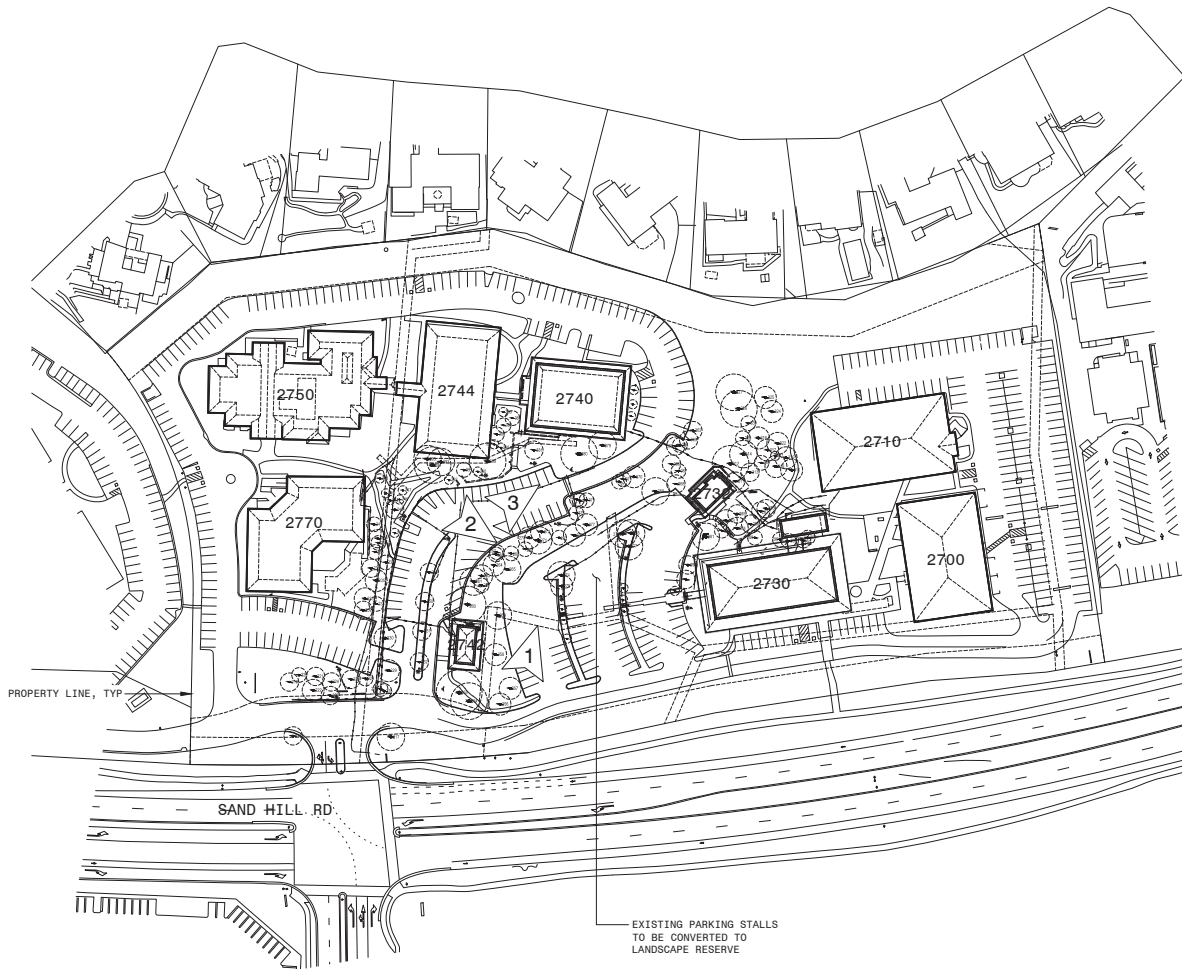
REV	DATE	DESCRIPTION
2022.12.29		PLANNING SUBMITTAL
2023.03.14		RESUBMITTAL #1
2023.04.19		PLANNING RESUBMITTAL #2

SHEET TITLE

PROJECT COVER SHEET

SHEET NUMBER

G0.1



PROPERTY OWNER



IN ASSOCIATION WITH



THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

REV	DATE	DESCRIPTION
	2022.12.29	PLANNING SUBMITTAL
△	2023.03.14	RESUBMITTAL #1
△	2023.04.19	PLANNING RESUBMITTAL #2

SHEET TITLE

**EXISTING SITE
PLAN**

SHEET NUMBER

GO.2



EXISTING	
DESCRIPTION	AREA
2700 SAND HILL ROAD	11,000 SF
2710 SAND HILL ROAD	12,530 SF
2730 SAND HILL ROAD	13,790 SF
2732 SAND HILL ROAD	1,525 SF
2740 SAND HILL ROAD	8,629 SF
2742 SAND HILL ROAD	1,760 SF
2744 SAND HILL ROAD	11,426 SF
2750 SAND HILL ROAD	16,919 SF
2770 SAND HILL ROAD	11,405 SF
TOTAL BUILDING COVERAGE	88,984 SF (17.86%)

PROPOSED INCREASE IN BUILDING COVERAGE	
DESCRIPTION	AREA
SHADE STRUCTURE 1	484 SF
SHADE STRUCTURE 2	484 SF
TOTAL INCREASE	968 SF
TOTAL PROPOSED COVERAGE	89,952 SF (18.05%)

POST-PROJECT TOTALS	
DESCRIPTION	AREA
TOTAL BUILDING COVERAGE	89,952 SF (18.05%)
TOTAL PAVED COVERAGE	194,661 SF (39.06%)
TOTAL LANDSCAPE COVERAGE	213,713 SF (42.89%)



AERIAL VIEW

PROPERTY OWNER



IN ASSOCIATION WITH



THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

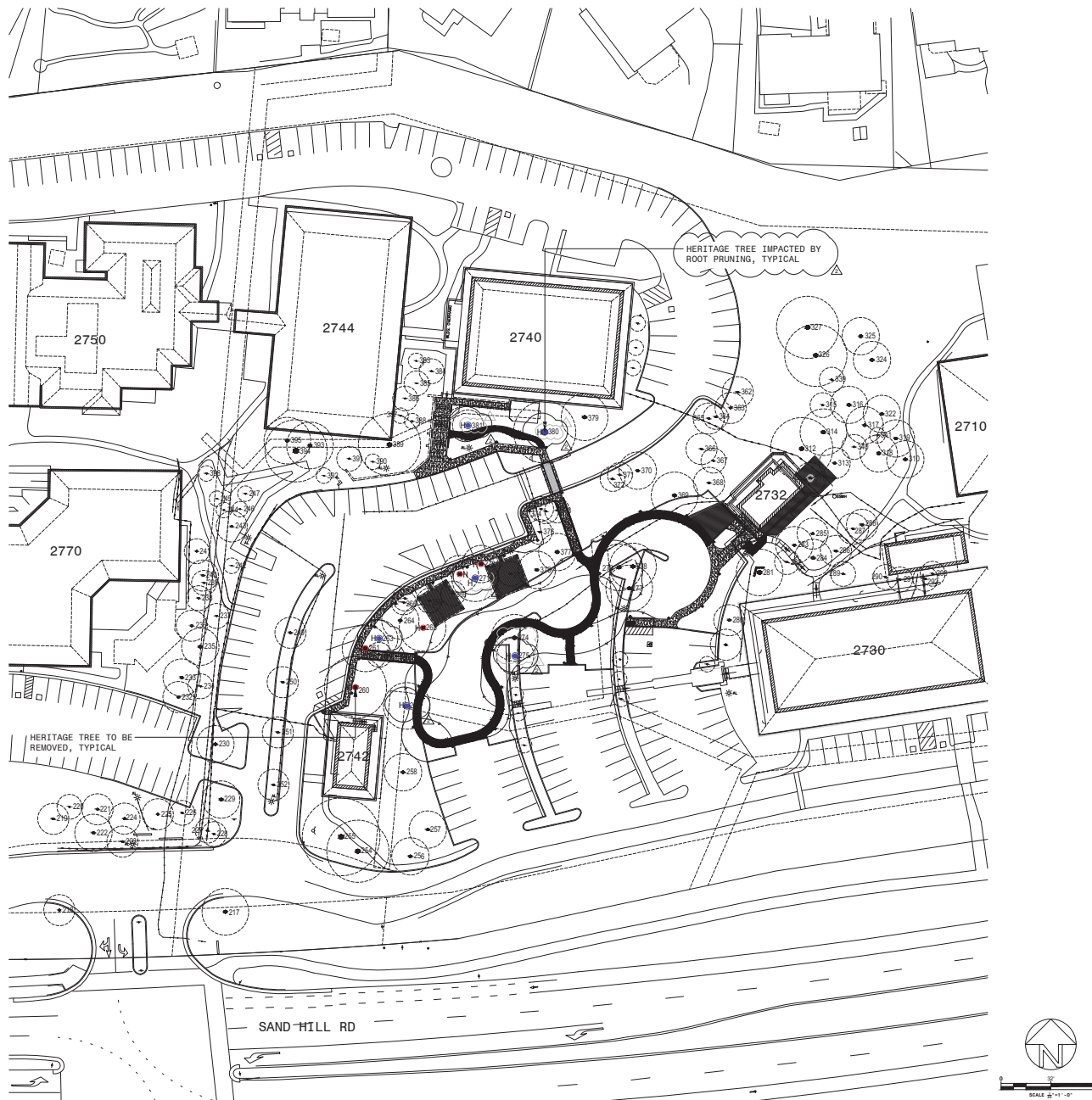
REV	DATE	DESCRIPTION
	2022.12.29	PLANNING SUBMITTAL
△	2023.03.14	RESUBMITTAL #1
△	2023.04.19	PLANNING RESUBMITTAL #2

SHEET TITLE

PROPOSED SITE PLAN

SHEET NUMBER

GO.3



TREE MITIGATION LEGEND

SYMBOL	DESCRIPTION
●	EXISTING TREE
H ⊗	HERITAGE TREE TO BE REMOVED
H ⊙	HERITAGE TREE IMPACTED BY ROOT PRUNING

HERITAGE TREES TO BE REMOVED

260	PINUS HALEPENSI (ALEPPO PINE)	32.0"
261	PINUS HALEPENSI (ALEPPO PINE)	24.0"
265	PINUS HALEPENSI (ALEPPO PINE)	22.0"
270	PINUS HALEPENSI (ALEPPO PINE)	20.2"
272	PINUS HALEPENSI (ALEPPO PINE)	19.9"

HERITAGE TREES IMPACTED BY ROOT PRUNING

259	QUERCUS AGRIFOLIA (COAST LIVE OAK)	24.2"
263	PINUS HALEPENSI (ALEPPO PINE)	17.2"
271	PINUS HALEPENSI (ALEPPO PINE)	16.3"
275	SEQUOIA SEMPERVIRENS (COAST REDWOOD)	18.0"
380	QUERCUS LOBATA (VALLEY OAK)	36.9"
381	QUERCUS AGRIFOLIA (COAST LIVE OAK)	12.9"

TOTAL APPRAISED VALUE OF HERITAGE TREES TO BE REMOVED \$29,900

TOTAL APPRAISED VALUE OF HERITAGE TREES TO BE PRUNED \$51,430

TOTAL PROPOSED 48" BOX TREES (SEE L4.0-L4.4) 14

NOTES:

- SEE SHEET L4.1-L4.3 FOR REPLACEMENT TREE LOCATIONS AND TYPES.
- REFER TO PROJECT ARBORIST REPORT DATED 11/17/22 FOR TREE INVENTORY AND APPRAISED VALUES.
- DBH IS MEASURED 4'-6" ABOVE GRADE ON THE UPHILL SIDE OF TREE.
- TREE PROTECTION FENCING/ZONE PER PROJECT ARBORIST REPORT. CONTRACTOR MUST REFER TO AND COMPLY WITH TREE PROTECTION MEASURES AS SHOWN ON ARBORIST REPORT AND PER PROTECTION DETAIL AND NOTES ON G0.6 AND G0.7.
- ALL TREES TO BE REMOVED SHALL HAVE THEIR STUMPS GROUND DOWN TO A MINIMUM DEPTH OF 2 FEET. REMOVE ALL LARGE ROOTS FROM PLANTING AREAS A MINIMUM DISTANCE OF 5 FEET BEYOND THE DRIPLINE OF THE TREE.
- IT IS REQUIRED THAT PROJECT ARBORIST IS ON-SITE TO MONITOR AND HELP MITIGATE CONSTRUCTION IMPACT AT HERITAGE TREES TO BE PRESERVED.

PROPERTY OWNER

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IN ASSOCIATION WITH

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THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

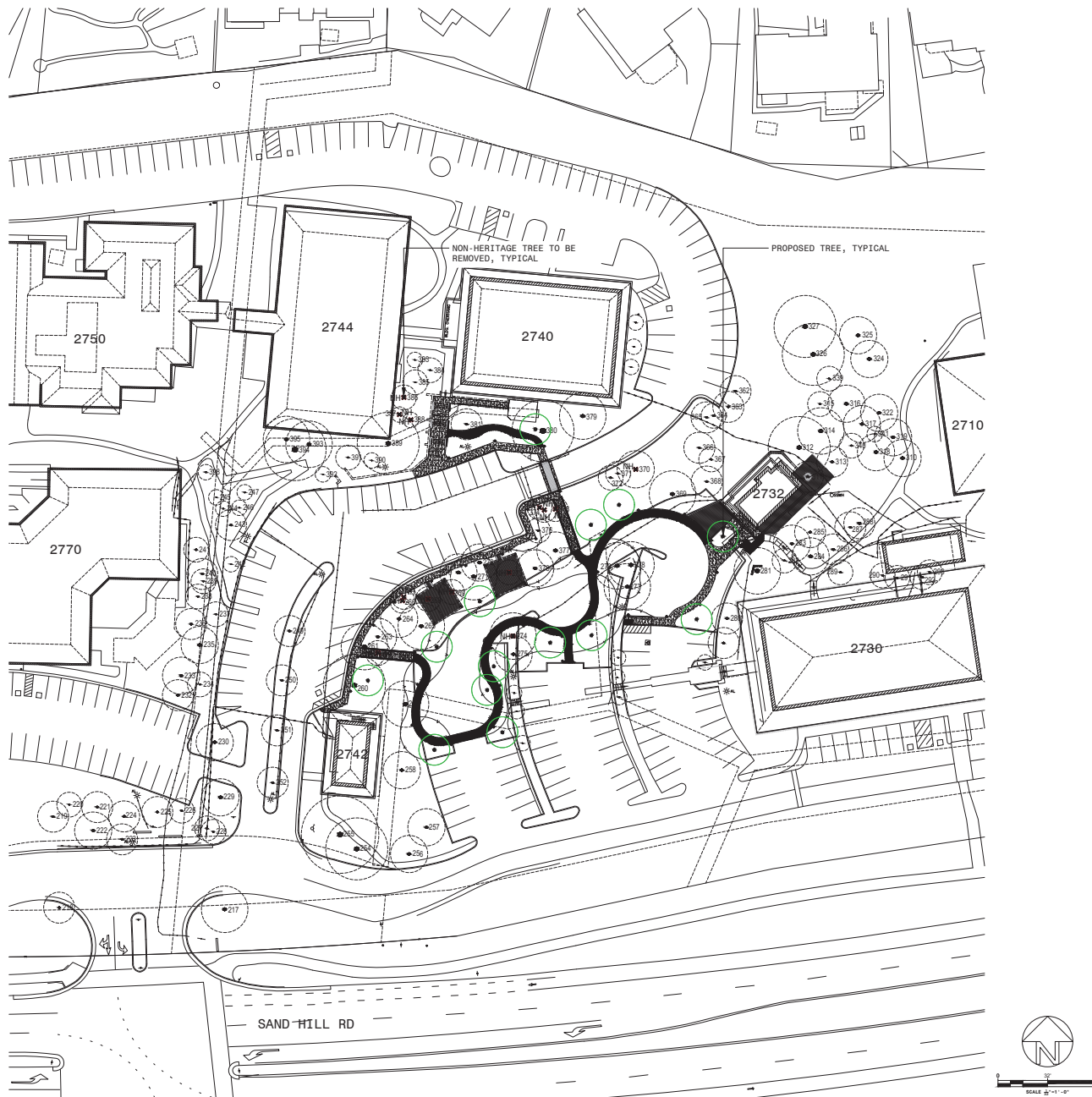
REV	DATE	DESCRIPTION
2022.12.29	PLANNING SUBMITTAL	
2023.03.14	RESUBMITTAL #1	
2023.04.19	PLANNING RESUBMITTAL #2	




SHEET TITLE

HERITAGE TREE
REMOVAL PLAN

SHEET NUMBER

GO.4



TREE MITIGATION LEGEND		
SYMBOL	DESCRIPTION	
	EXISTING TREE	
 NH	NON-HERITAGE TREE TO BE REMOVED	
	PROPOSED TREE	
NON-HERITAGE TREES TO BE REMOVED		
TREE#	SPECIES	DBH
262	QUERCUS AGRIFOLIA (COAST LIVE OAK)	5"
266	QUERCUS AGRIFOLIA (COAST LIVE OAK)	8"
267	QUERCUS AGRIFOLIA (COAST LIVE OAK)	7"
268	QUERCUS AGRIFOLIA (COAST LIVE OAK)	3"
269	QUERCUS AGRIFOLIA (COAST LIVE OAK)	7"
273	QUERCUS AGRIFOLIA (COAST LIVE OAK)	5"
274	SEQUOIA SEMPERVIRENS (COAST REDWOOD)	13.3"
370	QUERCUS AGRIFOLIA (COAST LIVE OAK)	8.6"
373	QUERCUS AGRIFOLIA (COAST LIVE OAK)	7"
374	QUERCUS AGRIFOLIA (COAST LIVE OAK)	7"
375	QUERCUS AGRIFOLIA (COAST LIVE OAK)	7"
386	PRUNUS CERASIFERA (CHERRY PLUM)	6"
387	PRUNUS CERASIFERA (CHERRY PLUM)	4"
388	QUERCUS AGRIFOLIA (COAST LIVE OAK)	3"
PROPOSED REPLACEMENT TREES: (14) 48" BOX, SEE L4.1-L4.3		
NOTES:		
1. DBH IS MEASURED 4'-6" ABOVE GRADE ON THE UPHILL SIDE OF TREE.		
2. SEE SHEET G0.6 AND G0.7 FOR TREE PROTECTION LOCATION AND DETAILS.		
3. ALL TREES TO BE REMOVED SHALL HAVE THEIR STUMPS GROUND DOWN TO A MINIMUM DEPTH OF 2 FEET. REMOVE ALL LARGE ROOTS FROM PLANTING AREAS A MINIMUM DISTANCE OF 5 FEET BEYOND THE DRIPLINE OF THE TREE.		
4. SEE PLANTING PLANS FOR REPLACEMENT TREE LOCATIONS.		

TREE PROTECTION NOTES:

SITE PREPARATION:
 ALL EXISTING TREES SHALL BE FENCED OFF WITHIN, AT, OR OUTSIDE OF THE DRIPLINE OF THE TREE. LOCATION OF THE FENCING SHALL BE 1 FOOT IN DISTANCE FROM THE TRUNK FOR EVERY 1 INCH OF TRUNK DIAMETER MEASURED AT BREAST HEIGHT. FENCING SHALL BE A MINIMUM OF SIX FEET HIGH, MADE OF WIRE WITH STEEL STAKES (SUCH AS CYCLONE FENCING). IF THE FENCE IS WITHIN THE DRIPLINE OF THE TREE, EVERY ATTEMPT SHOULD BE MADE TO RELOCATE THE FENCE OUTSIDE OF THE DRIPLINE. IF NOT POSSIBLE, THE TREE SHALL BE PRUNED TO REDUCE THE CHANCE OF LIMB BREAKAGE FROM CONSTRUCTION EQUIPMENT ENCRDACHMENT WITHIN THE DRIPLINE. ALL JOBSITE PERSONNEL SHALL BE WARNED THAT ENCRDACHMENT WITHIN THE FENCED AREA IS FORBIDDEN WITHOUT THE CONSNET OF THE CERTIFIED ARBORIST ON THE JOB. THIS INCLUDES, BUT IS NOT LIMITED TO, THE STORAGE OF MATERIALS, DISPOSAL OF NOXIOUS MATERIALS, PARKED CARS AND ANY HEAVY EQUIPMENT. PENALTIES BASED ON THE COST OF REMEDIAL REPAIRS AND THE EVELAUATION GUIDE PUBLISHED BY THE INTERNATION SOCIETY OF ARBORICULTURE SHALL BE ASSESSED FOR DAMAGES TO THE TREES.

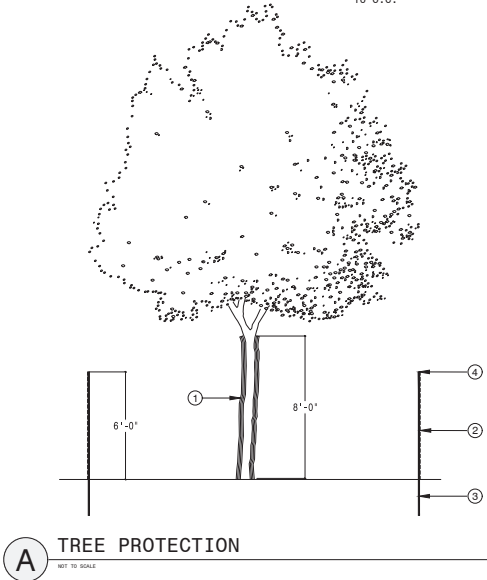
GRADING/EXCAVATING:
 ALL GRADING PLANS THAT SPECIFY GRADING WITHIN THE DRIPLINE OF ANY TREE OR WITHIN THE DISTANCE FROM THE TRUNK AS OUTLINED IN THE SITE PREPARATION SECTION, SHALL FIRST BE REVIEWED BY THE PROJECT ARBORIST. PROVISIONS FOR AERATION, DRAINAGE, PRUNING, TUNNELING BENEATH ROOTS, ROOT PRUNING, OR OTHER NECESSARY ACTIONS TO PROTECT THE TREES SHALL BE OUTLINED BY THE ARBORIST. IF TRENCHING IS NECESSARY WITHIN THE AREA AS DESCRIBED ABOVE, SAID TRENCHING SHALL BE UNDERTAKEN BY HAND LABOR. ALL ROOTS 2 INCHES OR LARGER SHALL BE TUNNELED UNDER AND OTHER ROOTS SHALL BE CUT SMOOTHLY TO THE TRUNK SIDE OF THE TRENCH. THE TRUNK SIDE SHOULD BE DRAPED IMMEDIATELY WITH TWO LAYERS OF UNTREATED BURLAP TO A DEPTH OF 3 FEET FROM THE SURFACE. THE BURLAP SHALL BE SOAKED NIGHTLY AND LEFT IN PLACE UNTIL THE TRENCH IS BACKFILLED TO THE ORIGINAL LEVEL. THE ARBORIST SHALL EXAMINE THE TRENCH PRIOR TO BACKFILLING TO ASCERTAIN THE NUMBER AND SIZE OF ROOTS CUT, SO AS TO SUGGEST THE NECESSARY REMEDIAL REPAIRS.

REMEDIAL REPAIRS:
 THE ARBORIST ON THE JOB SHALL HAVE THE RESPONSIBILITY OF OBSERVING ALL ONGOING ACTIVITIES THAT MAY AFFECT THE TREES, AND PRESCRIBING NECESSARY REMEDIAL WORK TO INSURE THE HEALTH AND STABILITY OF SAID TREES. THIS INCLUDES, BUT IS NO LIMITED TO, ALL ARBORIST ACTIVITES BROUGHT OUT IN THE SITE PREPARATION AND GRADING/EXCAVATION SECTIONS ON THIS SHEET. IN ADDITION, PRUNING, AS OUTLINED IN THE 'PRUNING STANDARDS' OF THE WESTER CHAPTER OF THE INTERNATION SOCIETY OF ARBORICULTURE, SHALL BE PRESRIBED AS NECESSARY. FERTILIZING, AERATION, IRRIGATION, PEST CONTROL, AND OTHER ACTIVITES SHALL BE PRESCRIBED ACCORDING TO THE TREE NEEDS, LOCAL SITE REQUIREMENTS, AND STATE AGRICULTURAL PEST CONTROL LAWS. ALL SPECIFICATIONS SHALL BE IN WRITING. FOR PEST CONTROL OPERATIONS, CONSULT THE LOCAL COUNTY AGRICULTURAL COMMISSIONERS OFFICE FOR INDIVIDUALS LICENSED AS PEST CONTROL ADVISORS OR PEST CONTROL OPERATORS.

FINAL INSPECTION:
 UPON COMPLETION OF THE PROJECT, THE ARBORIST SHALL REVIEW ALL WORK UNDERTAKEN THAT MAY IMPACT THE EXISTING TREES. SPECIAL ATTENTION SHALL BE GIVEN TO CUTS AND FILLS, COMPACTING, DRAINAGE, PRUNING AND FUTURE REMEDIAL WORK. THE ARBORIST SHOULD SUBMIT A FINAL REPORT IN WRITING OUTLINING THE ONGOING REMEDIAL CARE FOLLOWING THE FINAL INSPECTION.

- NOTES:
1. PROTECTION FOR TREES SHALL BE PROVIDED BEFORE GRADING OR OTHER EQUIPMENT IS ALLOWED ON THE PROPERTY.
 2. WHEN CONSTRUCTION IS TO TAKE PLACE BENEATH A TREE CANOPY ON ONE SIDE, THE FENCE SHOULD BE SITED TWO TO THREE FEET BEYOND THE AREA OF WORK, BUT BETWEEN THE AREA OF WORK AND THE TREE TRUNK.
 3. WHEN CONSTRUCTION IS TO TAKE PLACE THROUGHOUT THE AREA BENEATH THE TREE CANOPY AND DRIP LINE FENCING IS NOT PRACTICAL, SNOW FENCING SHOULD BE USED TO PROTECT THE TREE TRUNK FROM DAMAGE.

- ① SNOW FENCING (*INSTALL ONLY AT TREES WHERE CONSTRUCTION WILL TAKE PLACE BENEATH CANOPY): THREE (3) LAYERS OF WIRE AND LATH SNOW FENCING TO EIGHT (8) FEET ABOVE GROUND.
- ② 6'-0" TALL CHAINLINK OR MESH FENCING. PLACE AT DRIP LINE OR 50% GREATER THAN THE TREE CANOPY RADIUS (WHERE POSSIBLE).
- ③ 8'-0" TALL FENCE POST. POST SHALL BE 2" DIAMETER G.I. PIPE OR T-POST.
- ④ FLUORESCENT FLAGGING TAPE. HANG TAPE ON TOP OF FENCE @ 10' O.C.



PROPERTY OWNER



IN ASSOCIATION WITH



THE SAND HILL COLLECTION - THE GROVE
 2700 SAND HILL ROAD - CITY OF MENLO PARK
 EXTERIOR IMPROVEMENTS

REV	DATE	DESCRIPTION
	2022.12.29	PLANNING SUBMITTAL
△	2023.03.14	RESUBMITTAL #1
△	2023.04.19	PLANNING RESUBMITTAL #2

SHEET TITLE

TREE PROTECTION
 NOTES AND DETAIL

SHEET NUMBER

GO.6

GO. 8

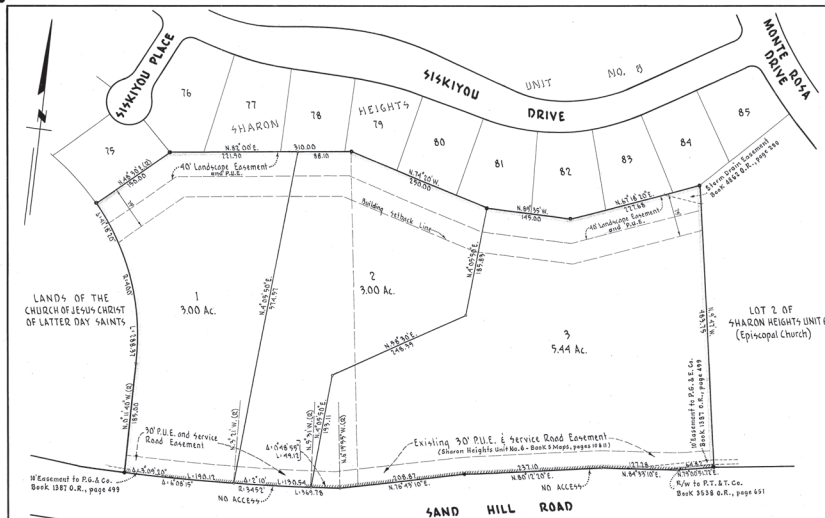
ARBORIST REPORT

EXTERIOR IMPROVEMENTS

GO.9

3Page 10

34

Vol.
62

OWNER'S CERTIFICATE

We hereby certify that we are the owners of, or have some right, title or interest in and to the real property included within the subdivision shown upon this map and that we are the only persons whose consent is necessary to pass a clear title to said property, and we consent to the making of said map and subdivision as shown within the colored border line, and hereby dedicate to public use all Service Road Easements, Landscape Easements and Public Utility Easements (D.R. 8.3) as shown upon said map within said subdivision, subject to the provisions of an agreement with the City of Menlo Park, dated March 21, 1965.

We also dedicate and relinquish to the City of Menlo Park, all rights of ingress to, and across the line of said lots abutting Sand Hill Road, subject to the provisions of the aforesaid agreement, further subject to the provisions of Ordinance No. 972 of the City of Menlo Park providing for the granting of a permit from the City Council for ingress and egress.

HOLIDAY PRODUCTS, INC., a corporation in and for the State of California, known to me to be the President of said corporation, the corporation that executed the within instrument and known to me to be the person who executed the same on behalf of the corporation named therein is acknowledged to me that such corporation executed the same as owner.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

My Commission Expires March 21, 1967

STATE OF CALIFORNIA
SAN MATEO COUNTY
On this 28th day of April, 1965, before me, Albert M. Yost, a Notary Public in and for the County of San Mateo, State of California, residing therein, duly commissioned and sworn, personally appeared Albert M. Yost, known to me to be the President of HOLIDAY PRODUCTS, INC., a corporation known to me to be the owner of said property, the corporation that executed the within instrument and known to me to be the person who executed the same on behalf of the corporation named therein is acknowledged to me that such corporation executed the same as owner.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

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IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

My Commission Expires March 21, 1967

CITY ENGINEER'S CERTIFICATE

I, Edmund Smith, City Engineer of the City of Menlo Park, State of California, hereby certify that I have examined the within map and find it substantially the same as the tentative map; that all the provisions of the law have been complied with and that I am satisfied that said final map is technically correct.

Dated: April 28, 1965.

Edmund Smith
CITY ENGINEER OF THE CITY OF MENLO PARK.

CITY CLERK'S CERTIFICATE

I, Margaret E. Snowden, City Clerk and Ex-officio Clerk of the City Council of the City of Menlo Park, California, hereby certify that said Council, by a resolution adopted at a regular meeting held on the 27th day of April, 1965, did approve the within map and did accept on behalf of the public all parcels of land as offered for dedication to public use.

I further certify that said Council accepted on behalf of the City of Menlo Park, the offer of dedication of all rights of ingress to, and across the line of said lots abutting Sand Hill Road.

Margaret E. Snowden
CITY CLERK AND EX-OFFICIO CLERK OF THE CITY COUNCIL OF THE CITY OF MENLO PARK.

SURVEYOR'S CERTIFICATE

I, Albert M. Yost, hereby certify that I am a Licensed Land Surveyor of the State of California and that this map, consisting of one sheet, correctly represents a survey made under my direction during the month of April, 1965, that the survey is true and complete as shown and that the monuments are of the character shown and occupy the positions indicated, and are sufficient to enable the survey to be retraced.

Dated: April 28, 1965.

Albert M. Yost
ALBERT M. YOST, LICENSED LAND SURVEYOR, CERT. NO. 1596

BASIS OF BEARINGS NOTES:

The bearing (N 80° 12' 10" E.) of the Northerly line of Sand Hill Road as shown on the map entitled "Sharon Heights Unit No. 12, Menlo Park, San Mateo County, California," filed in Volume 97 of Maps at Page 11, Records of San Mateo County, was taken as the basis of bearings shown on this map. The blue border line indicates the boundary of the land subdivided by this map.

All dimensions are shown in feet and decimals thereof.

• Indicates Iron Pipe Monument found by this survey.

• Indicates Iron Pipe Monument set by this survey.

CERTIFICATE OF COUNTY RECORDER

File No. 64435Y Fee \$5.00
Accepted for record and recorded in Volume 62, of Maps at Page 34, in the office of the County Recorder of the County of San Mateo this 29 day of June, 1965, at 11:08 A.M. at the request of Title Insurance and Trust Company.

Ruth Kierste - County Recorder
By: Sharon B. Barta
County Recorder

SHARON HEIGHTS UNIT NO.12

MENLO PARK

SAN MATEO COUNTY, CALIFORNIA

SCALE: 1"=100'

APRIL, 1965

ALBERT M. YOST - LICENSED LAND SURVEYOR
MENLO PARK, CALIFORNIA

PROPERTY OWNER

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IN ASSOCIATION WITH

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THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

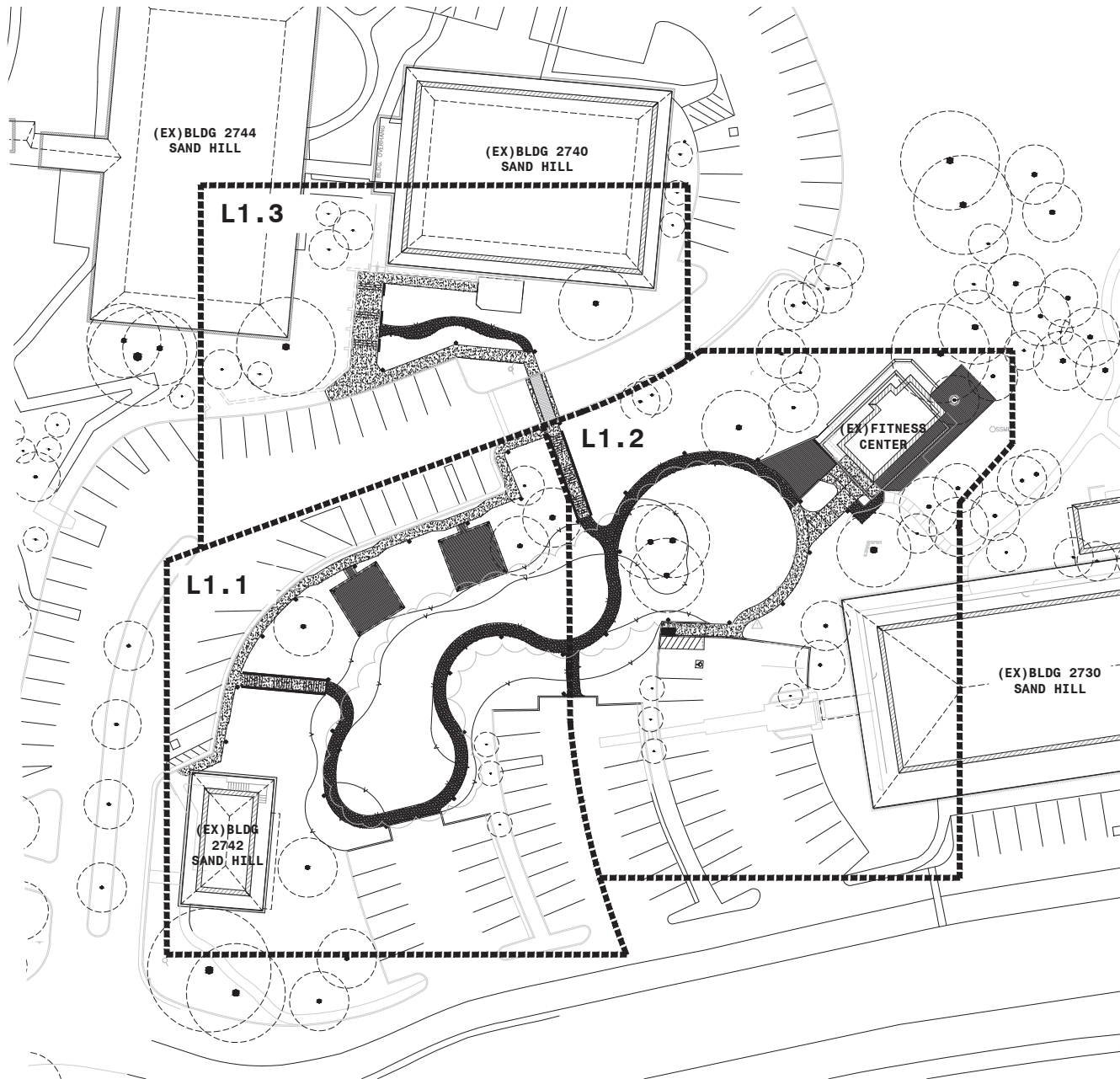
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2022.12.29	PLANNING SUBMITTAL	
2023.03.14	RESUBMITTAL #1	
2023.04.19	PLANNING RESUBMITTAL #2	

SHEET TITLE

SUBDIVISION MAP

SHEET NUMBER

GO.10



THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

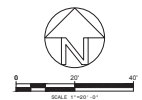
REV	DATE	DESCRIPTION
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△	2023.03.14	RESUBMITTAL #1
△	2023.04.19	PLANNING RESUBMITTAL #2

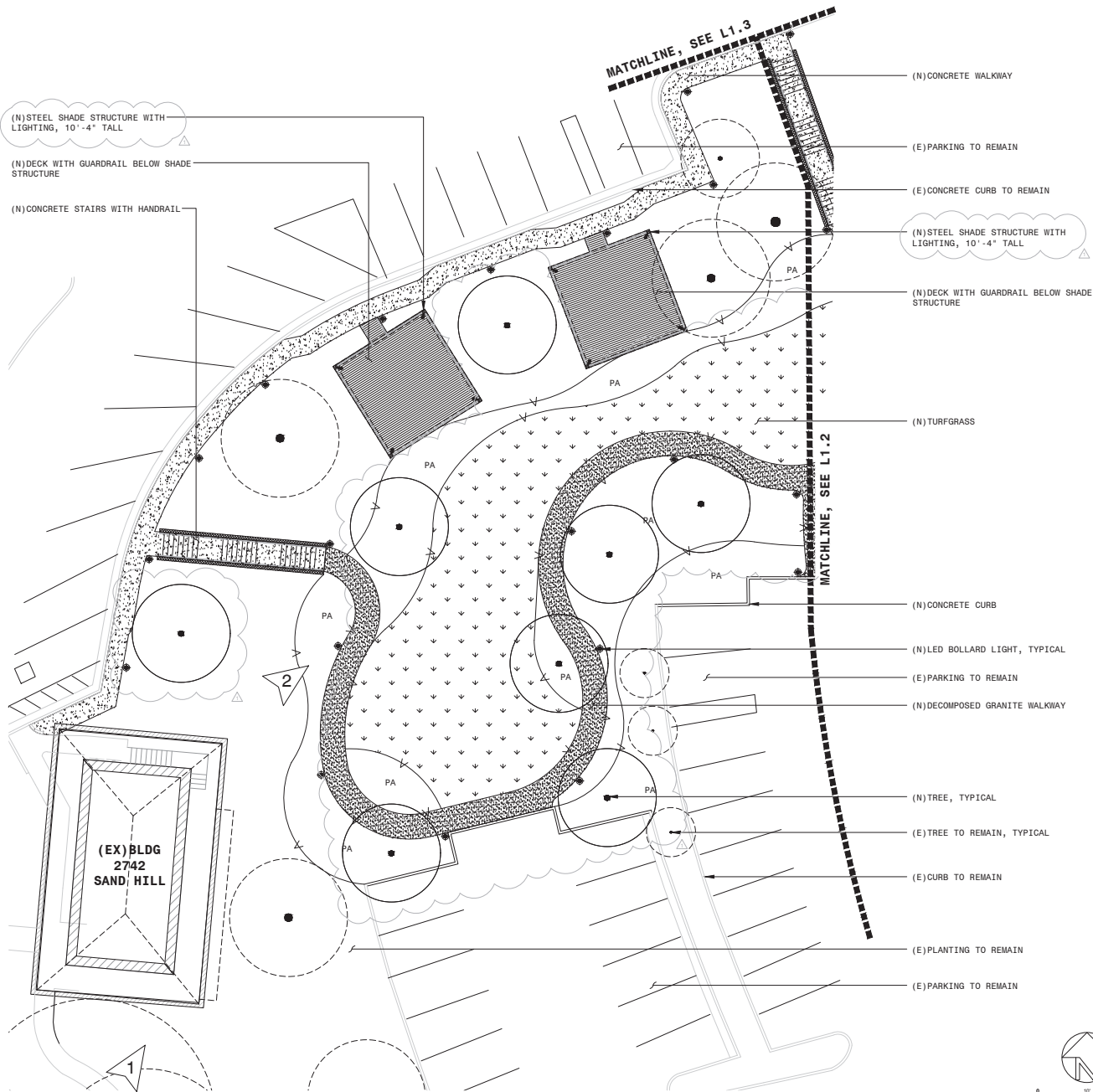
SHEET TITLE

CONSTRUCTION PLAN

SHEET NUMBER

L1.0





CONSTRUCTION LEGEND

SYMBOL	DESCRIPTION
PA	PLANTING AREA
TYP	TYPICAL
[Pattern]	CONCRETE PAVING
[Pattern]	DECOMPOSED GRANITE PAVING
[Pattern]	WOOD DECK
[Pattern]	ALUMINUM HEADER
[Symbol]	BOLLARD LIGHT

NOTES:

- SEE SHEET L2.1 FOR STRUCTURE ELEVATIONS.
- SEE SHEET L2.2 FOR MATERIALS LIST.
- LOCATE EXPANSION JOINTS ADJACENT TO ALL STRUCTURES, INCLUDING WALLS AND STEPS. SEE SHEET L2.2 FOR MORE INFORMATION ON SPACING.
- NEW OR RELOCATED UTILITY BOXES, INCLUDING ELECTRICAL PULL BOXES, SHALL BE LOCATED IN PLANTING AREAS 18" MIN FROM ADJACENT HARDSCAPE.
- SITE FURNISHINGS ARE TO BE PROVIDED BY THE PROPERTY OWNER AND ARE SHOWN FOR REFERENCE ONLY.



PROPERTY OWNER

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THE SAND HILL COLLECTION - THE GROVE 2700 SAND HILL ROAD - CITY OF MENLO PARK EXTERIOR IMPROVEMENTS

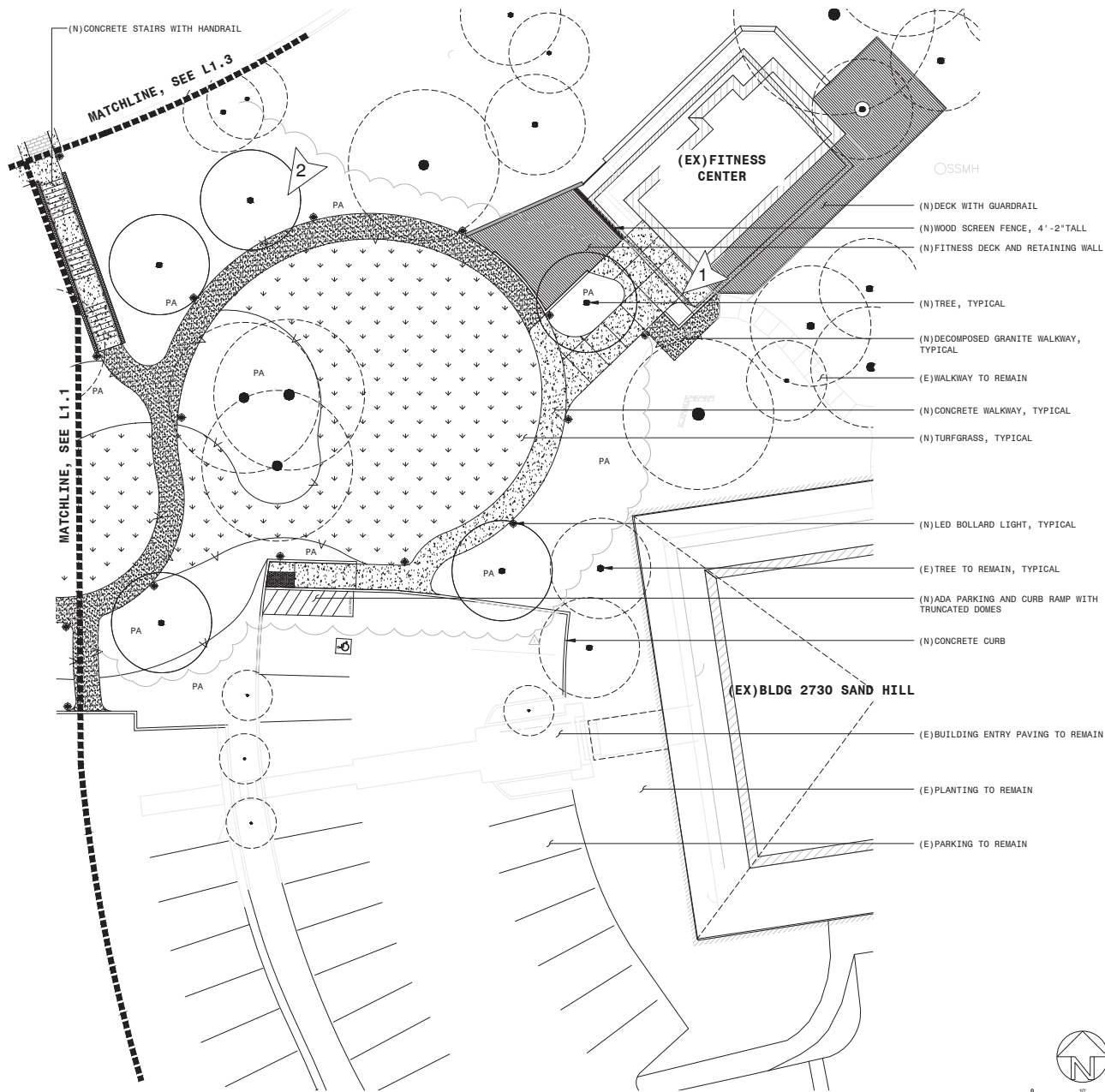
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0002	2023.03.14	RESUBMITTAL #1
0003	2023.04.19	PLANNING RESUBMITTAL #2

SHEET TITLE

CONSTRUCTION PLAN

SHEET NUMBER

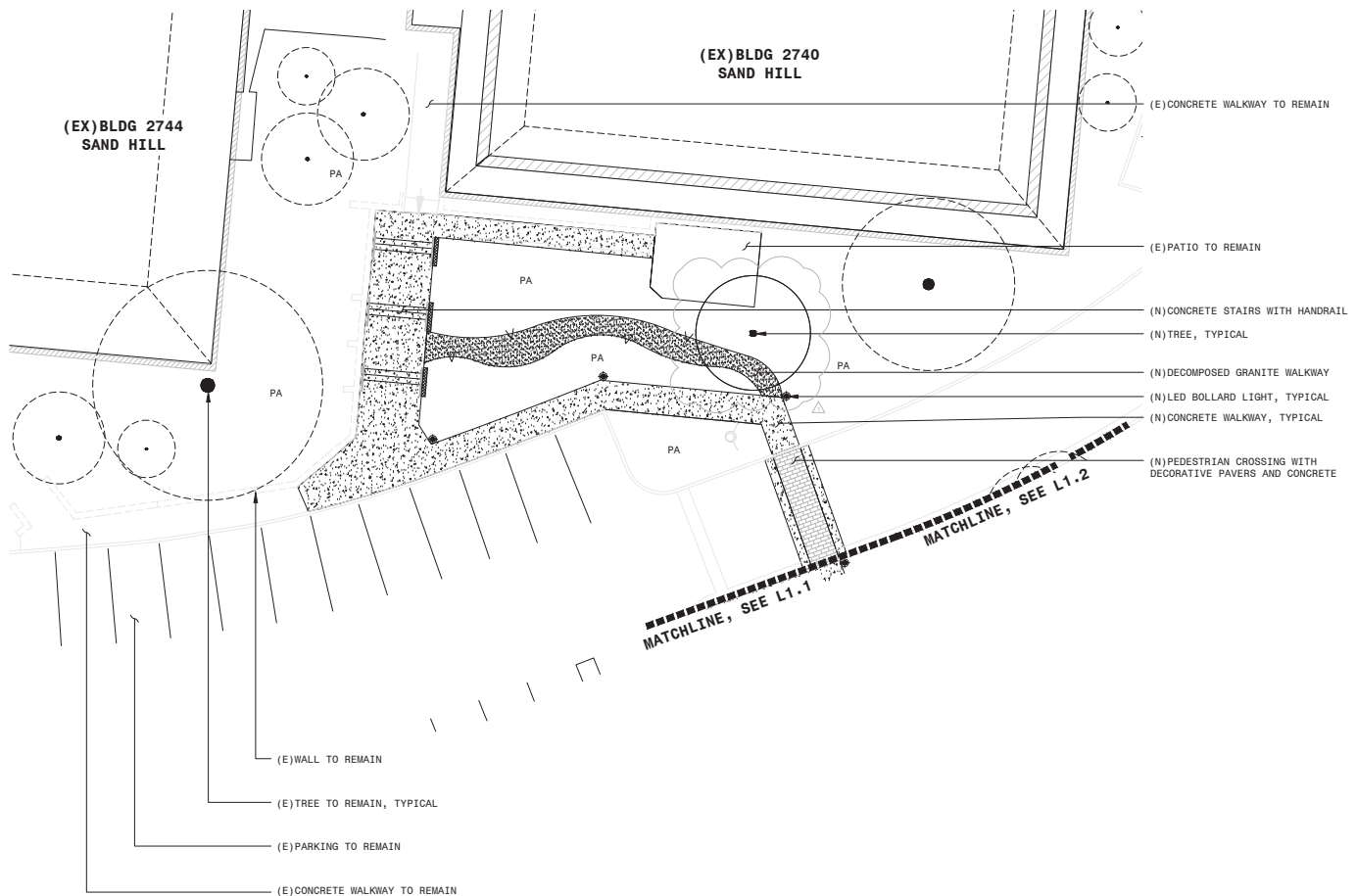
L1.1



CONSTRUCTION LEGEND	
SYMBOL	DESCRIPTION
PA	PLANTING AREA
TYP	TYPICAL
[Pattern]	CONCRETE PAVING
[Pattern]	DECOMPOSED GRANITE PAVING
[Pattern]	WOOD DECK
[Pattern]	ALUMINUM HEADER
[Symbol]	BOLLARD LIGHT

NOTES:

1. SEE SHEET L2.1 FOR STRUCTURE ELEVATIONS.
2. SEE SHEET L2.2 FOR MATERIALS LIST.
3. LOCATE EXPANSION JOINTS ADJACENT TO ALL STRUCTURES, INCLUDING WALLS AND STEPS. SEE SHEET L2.2 FOR MORE INFORMATION ON SPACING.
4. NEW OR RELOCATED UTILITY BOXES, INCLUDING ELECTRICAL PULL BOXES, SHALL BE LOCATED IN PLANTING AREAS 18" MIN FROM ADJACENT HARDSCAPE.
5. SITE FURNISHINGS ARE TO BE PROVIDED BY THE PROPERTY OWNER AND ARE SHOWN FOR REFERENCE ONLY.



CONSTRUCTION LEGEND	
SYMBOL	DESCRIPTION
PA	PLANTING AREA
TYP	TYPICAL
	CONCRETE PAVING
	DECOMPOSED GRANITE PAVING
	WOOD DECK
	ALUMINUM HEADER
	BOLLARD LIGHT

NOTES:

1. SEE SHEET L2.1 FOR STRUCTURE ELEVATIONS.
2. SEE SHEET L2.2 FOR MATERIALS LIST.
3. LOCATE EXPANSION JOINTS ADJACENT TO ALL STRUCTURES, INCLUDING WALLS AND STEPS. SEE SHEET L2.2 FOR MORE INFORMATION ON SPACING.
4. NEW OR RELOCATED UTILITY BOXES, INCLUDING ELECTRICAL PULL BOXES, SHALL BE LOCATED IN PLANTING AREAS 18" MIN FROM ADJACENT HARDSCAPE.
5. SITE FURNISHINGS ARE TO BE PROVIDED BY THE PROPERTY OWNER AND ARE SHOWN FOR REFERENCE ONLY.

PROPERTY OWNER

DIVCOWEST.

IN ASSOCIATION WITH

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BKF **CDIGITALS**

THE SAND HILL COLLECTION - THE GROVE

2700 SAND HILL ROAD - CITY OF MENLO PARK

EXTERIOR IMPROVEMENTS

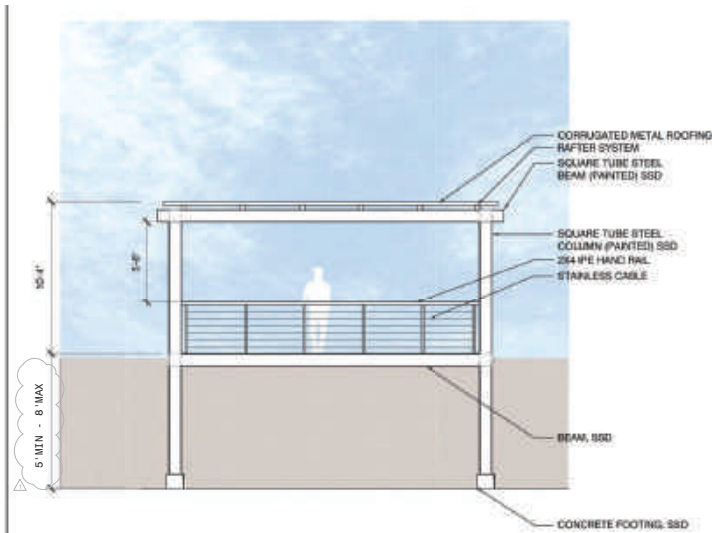
REV	DATE	DESCRIPTION
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	2023.03.14	RESUBMITTAL #1
	2023.04.19	PLANNING RESUBMITTAL #2

SHEET TITLE

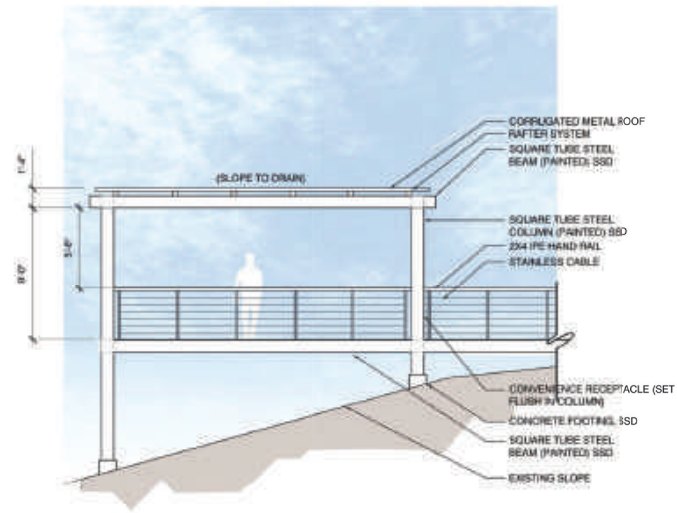
CONSTRUCTION PLAN

SHEET NUMBER

L1.3

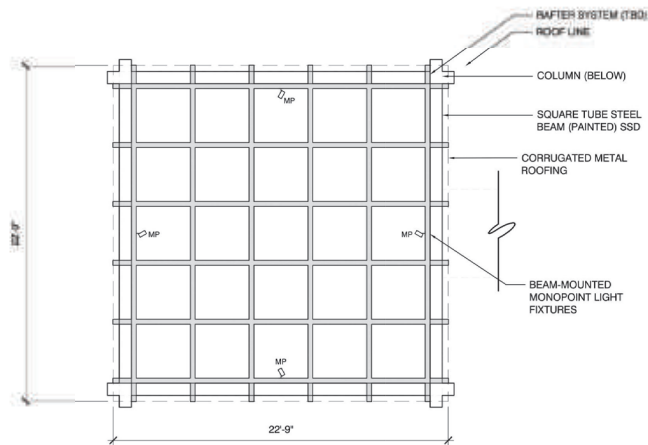


4 FRONT ELEVATION



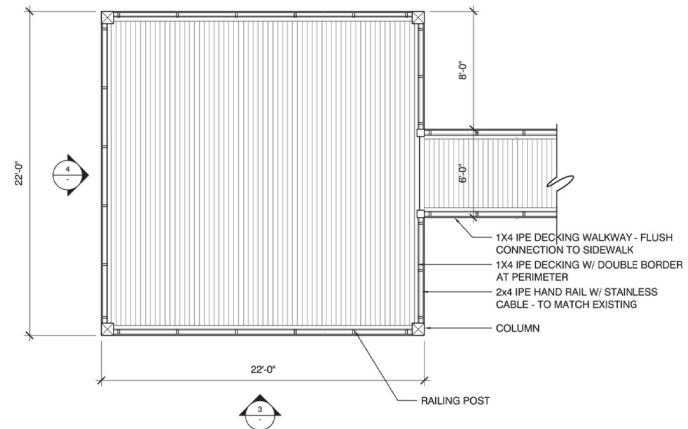
3 SIDE ELEVATION

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



2 ROOF PLAN

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



1 FLOOR PLAN

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

PROPERTY OWNER

DIVCOWEST

IN ASSOCIATION WITH

sItE.

BKF DIGITALS

THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

REV	DATE	DESCRIPTION
	2022.12.23	PLANNING SUBMITTAL
△	2023.03.14	RESUBMITTAL #1
△	2023.04.19	PLANNING RESUBMITTAL #2

SHEET TITLE

SHADE STRUCTURE
ELEVATIONS AND
RENDERINGS

SHEET NUMBER

L2.1

CONSTRUCTION PLAN NOTES:

1. CONTRACTOR SHALL PROVIDE ALL LABOR, MATERIALS, AND EQUIPMENT FOR THE INSTALLATION OF ALL IMPROVEMENTS AS SHOWN ON THE DRAWINGS AND AS DESCRIBED IN THE SPECIFICATIONS.
2. CONTRACTOR SHALL REVIEW ALL EXISTING SITE CONDITIONS PRIOR TO SUBMITTING BID AND PRIOR TO COMMENCING INSTALLATION. IF ANY DISCREPANCIES EXIST, THEY SHOULD BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE OWNER'S AUTHORIZED REPRESENTATIVE.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND STAKING ALL SEWER, WATER AND UTILITY LINES ABOVE OR BELOW GRADE THAT MIGHT BE DAMAGED AS A RESULT OF CONSTRUCTION OPERATIONS. CONTRACTOR SHALL ASSUME SOLE RESPONSIBILITY FOR ANY COST INCURRED FOR REPAIR, RESTORATION, OR REPLACEMENT OF AFOREMENTIONED UTILITIES DAMAGED AS A RESULT OF CONSTRUCTION OPERATIONS.
4. HARDSCAPE AND STRUCTURAL ELEMENTS SHALL BE PLACED PER GEOTECHNICAL SOILS REPORT. IF SUCH REPORT IS UNAVAILABLE CONTRACTOR SHALL DISCUSS PLACEMENT ON SUITABLE GRADE WITH THE OWNER'S AUTHORIZED REPRESENTATIVE.
5. UNLESS DESIGNATED ON THE DRAWINGS OTHERWISE, ALL MATERIALS DESIGNATED FOR REMOVAL SHALL BE DISPOSED OF OFF-SITE.
6. UNLESS DESIGNATED ON THE DRAWINGS OTHERWISE, MATERIALS TO BE PURCHASED AND FURNISHED BY THE CONTRACTOR SHALL BE NEW.
7. CONCRETE INDICATED FOR SAWCUTTING AND REMOVAL SHALL BE CUT TO A TRUE LINE WITH NEATLY SAWED EDGES. IF A SAWCUT IS WITHIN THREE (3) FEET OF AN EXISTING EXPANSION OR CONTROL JOINT, CONCRETE SHALL BE REMOVED TO THAT NEAREST JOINT.
8. CONTRACTOR SHALL SUBMIT SHOP DRAWINGS, MANUFACTURER'S CUT OR DATA SHEETS FOR APPROVAL PRIOR TO ORDERING MATERIALS. CONTRACTOR SHALL FURNISH TO THE OWNER'S AUTHORIZED REPRESENTATIVE A CERTIFICATE OF COMPLIANCE FOR SUCH FURNISHED MATERIALS.
9. ABANDONED PIPES SHALL BE CAPPED OR PLUGGED IN A MANNER APPROVED BY THE OWNER'S AUTHORIZED REPRESENTATIVE.
10. COSTS INCURRED DUE TO REPAIR, RESTORATION, OR REPLACEMENT OF EXISTING IMPROVEMENTS DESIGNATED 'TO BE PROTECTED' OR 'TO REMAIN' WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION OPERATIONS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR
11. DEVIATIONS BETWEEN THE DRAWINGS AND ACTUAL FIELD CONDITIONS SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE OWNER'S AUTHORIZED REPRESENTATIVE.

CONCRETE PAVING



GUARDRAILS



DECOMPOSED GRANITE



SHADE STRUCTURES



CONSTRUCTION MATERIALS LIST:

CONTRACTOR TO PROVIDE SAMPLES OF MATERIALS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO ORDERING UNLESS NOTED OTHERWISE. ALL SAMPLES SHALL DEMONSTRATE FINAL FINISH. SAMPLES FOR HARDSCAPE SHALL BE 4" X 4" AND DEMONSTRATE ALL COLORS, FINISHES, AND JOINTING. SAMPLES FOR WALLS SHALL DEMONSTRATE COLORS, FINISHES, AND EDGE CONDITIONS.

CONCRETE PAVING: SHALL BE DAVIS INTEGRAL COLOR 'COBBLESTONE' WITH MEDIUM SANDBLAST FINISH. LOCATE EXPANSION JOINTS ADJACENT TO ALL STRUCTURES/VERTICAL FACES AND AT MAXIMUM SPACING PER DETAIL AND SPECIFICATIONS.

EXPANSION JOINT: SHALL BE ASPHALTIC FELT MATERIAL WITH MASTIC FILL, COLOR SHALL BE LIMESTONE OR APPROVED EQUIVALENT. LOCATE EXPANSION JOINTS ADJACENT TO ALL STRUCTURES/VERTICAL FACES AND/OR AT 12'-0" MAXIMUM SPACING UNLESS SHOWN OTHERWISE ON PLANS.

FILTER FABRIC/GEOTEXTILE FABRIC/WEED BARRIER: SHALL BE MIRAFI N-SERIES OR APPROVED EQUIVALENT.

WOOD DECK:

- DECK BOARDS SHALL BE THERMORY ASH SIZED PER DETAIL AND SEALED WITH WATER-BASED SEALER.
- FRAMING SHALL BE PRESSURE TREATED WOOD SIZED PER DETAIL. FASTENERS SHALL BE HIDDEN.
- FASCIA BOARD SHALL MATCH DECK BOARDS.

SCREEN FENCE:

- POSTS SHALL BE PT WOOD PER DETAIL. SLATS AND CAP SHALL THERMORY ASH, SIZED PER DETAIL AND SEALED WITH WATER-BASED SEALER.
- CONCRETE FOOTING SHALL BE NATURAL GRAY, 4000PSI

RETAINING WALL/CHEEK WALL:

- SHALL BE NATURAL GRAY CONCRETE, 4000PSI.
- SEE SCREEN FENCE SPECIFICATIONS FOR INFORMATION ON FENCE MATERIALS.

DECOMPOSED GRANITE: SHALL BE GRANITECRETE STABILIZED PAVING, COLOR SHALL BE NATURAL GOLD.

CONCRETE CURB: SHALL BE NATURAL GRAY, TROWELED. CORNERS SHALL HAVE 1/4" RADIUS. INSTALL CONTROL JOINTS TO MATCH ADJACENT CONCRETE PAVING, OR AT 8' O.C.

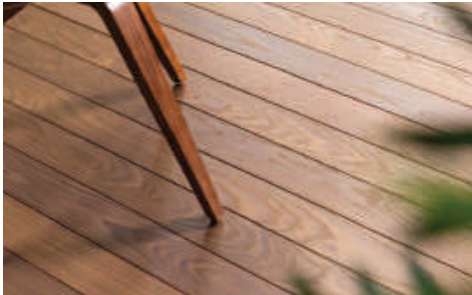
ALUMINUM HEADER: SHALL BE PERMALOC BLACK 6"

GUARDRAIL: SHALL BE STAINLESS STEEL POSTS WITH STAINLESS STEEL CABLES AND WOOD CAP.

SHADE STRUCTURE:

- FRAMING SHALL BE HSS SIZED PER DETAIL, SHOP PRIMED AND FIELD PAINTED SHERWIN WILLIAMS 'NIGHT OWL'
- INCLUDE LOW VOLTAGE LIGHTING

WOOD DECKING/FENCING



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THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

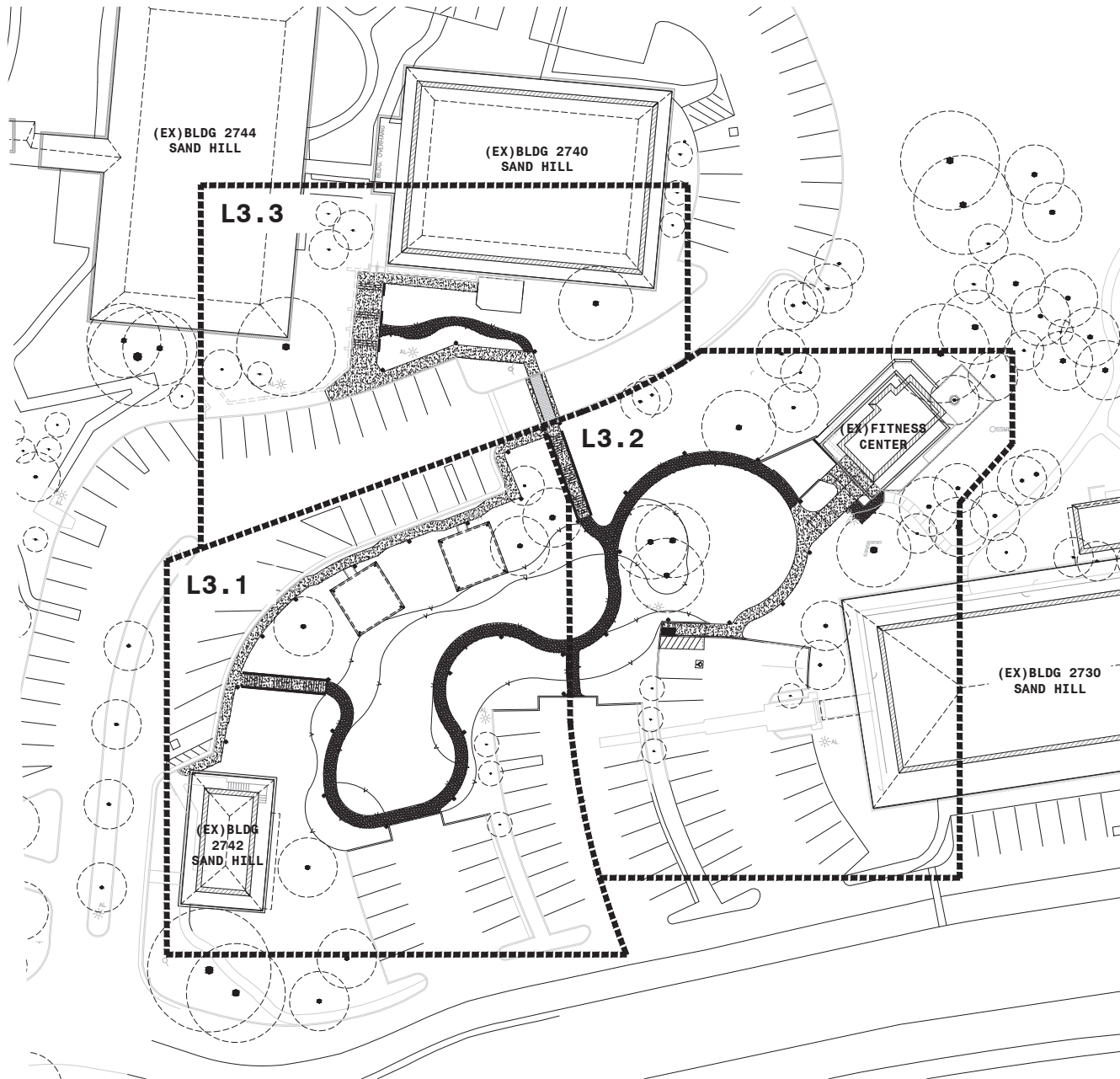
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SHEET TITLE

CONSTRUCTION
NOTES AND
MATERIALS LIST

SHEET NUMBER

L2.2



PROPERTY OWNER



IN ASSOCIATION WITH



THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

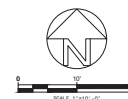
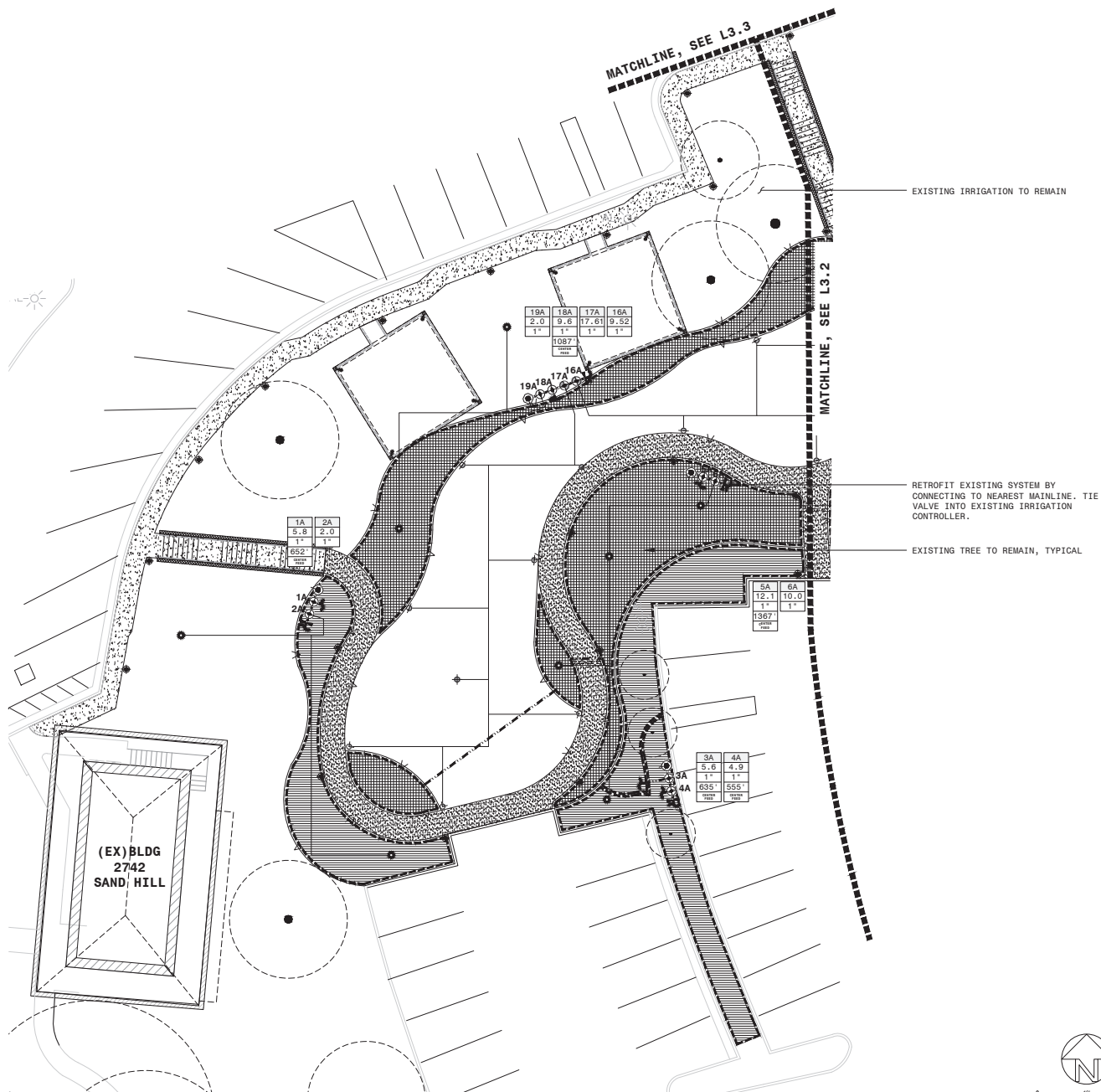
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SHEET TITLE

IRRIGATION PLAN

SHEET NUMBER

L3.0



IRRIGATION LEGEND	
SYMBOL	DESCRIPTION (*=SEE NOTES)
	BACKFLOW PREVENTION DEVICE AND ENCLOSURE
	PRESSURE REGULATOR
	MASTER SHUT-OFF VALVE
	FLOW SENSOR
	WEATHER SENSOR
	IRRIGATION CONTROLLER
	PVC BALL VALVE
	DRIP ZONE CONTROL KIT
	REMOTE CONTROL VALVE
	QUICK COUPLER VALVE
	ON-GRADE TREE BUBBLER
	NON-PRESSURE LATERAL
	NON-PRESSURE SUPPLY LINE
	PRESSURE SUPPLY MAINLINE
	SLEEVE
	ROTATING SPRAY NOZZLE
	ON-GRADE DRIP TUBING DRIPLINE SPACING:12" EMITTER SPACING:12"
	SUB-SURFACE DRIP TUBING DRIPLINE SPACING:12" EMITTER SPACING:12"
	VALVE TAG: # STATION NUMBER XX XX GPM 1" 1" LINESIZE X' APPROX LENGTH OF DRIP TUBING ZONE ZONE TYPE
NOTES: CONTRACTOR TO VERIFY EXISTENCE AND FUNCTIONALITY OF IRRIGATION COMPONENTS. IF COMPONENTS ARE NOT CURRENTLY INSTALLED OR ARE NOT FUNCTIONAL, CONTRACTOR TO INSTALL COMPONENTS PER IRRIGATION EQUIPMENT LEGEND ON SHEET L3.4.	
1. CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY DAMAGE TO EXISTING IRRIGATION SYSTEM INCURRED DURING CONSTRUCTION. 2. IRRIGATION IS SHOWN DIAGRAMMATICALLY FOR GRAPHIC CLARITY. INSTALL MAINLINE AND LATERALS IN PLANTING AREAS WHEN POSSIBLE. 3. SITE IS DESIGNED FOR POTABLE WATER IRRIGATION. ADDITIONAL EQUIPMENT, TESTING, AND INSPECTIONS ARE REQUIRED FOR RECYCLED WATER/GRAY WATER IRRIGATION.	

THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

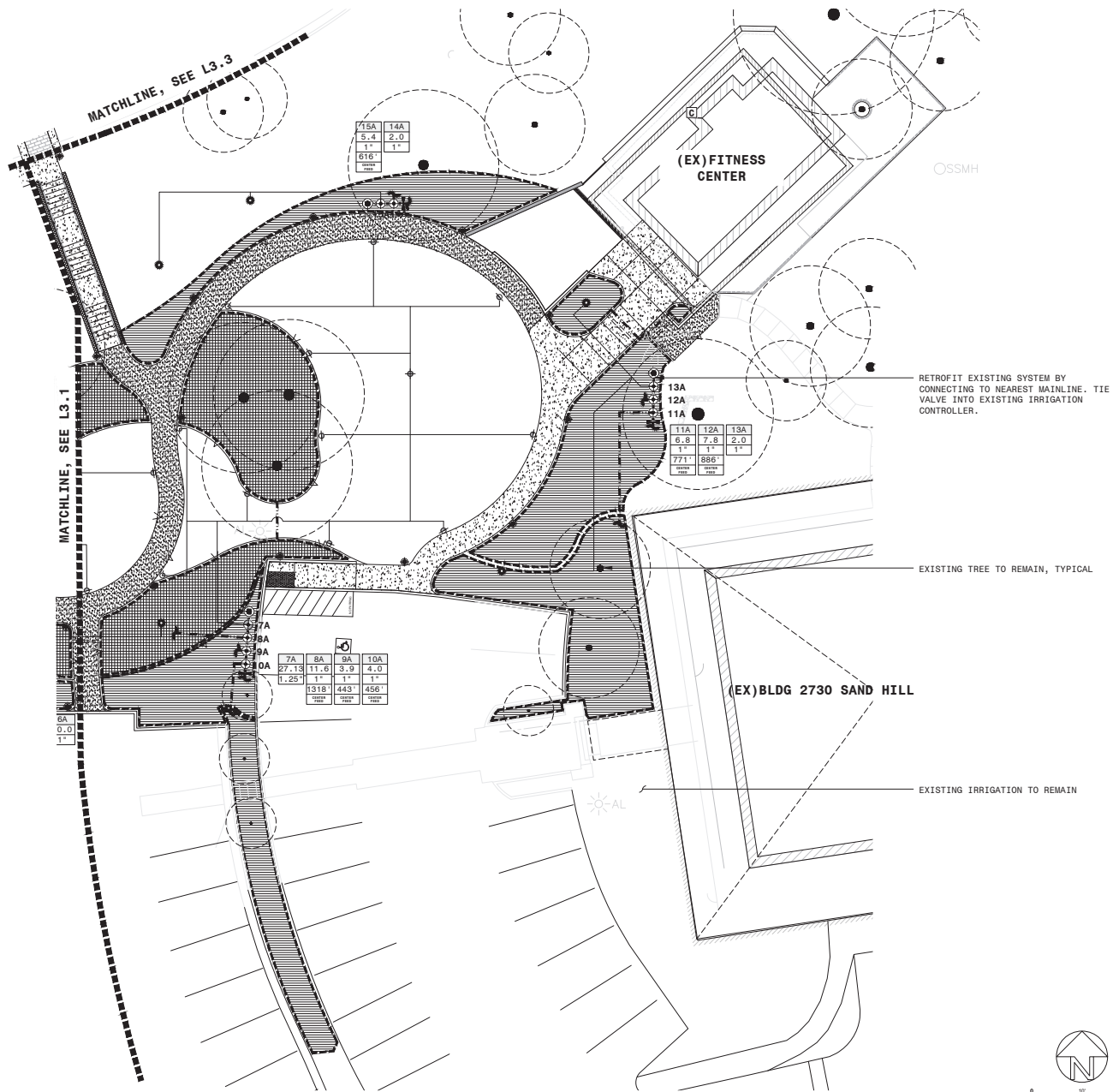
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SHEET TITLE

IRRIGATION PLAN

SHEET NUMBER

L3.1

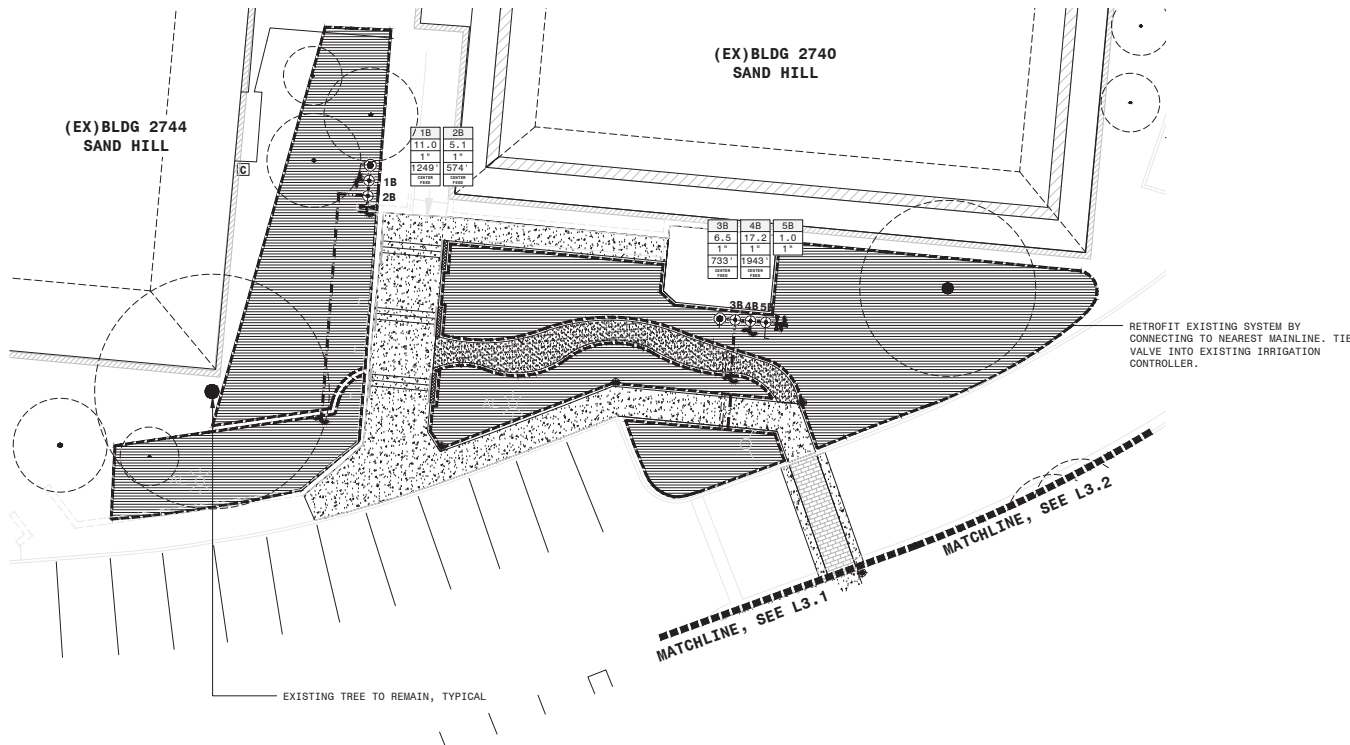


IRRIGATION LEGEND

SYMBOL	DESCRIPTION (*=SEE NOTES)						
	BACKFLOW PREVENTION DEVICE AND ENCLOSURE						
	PRESSURE REGULATOR						
	MASTER SHUT-OFF VALVE						
	FLOW SENSOR						
	WEATHER SENSOR						
	IRRIGATION CONTROLLER						
	PVC BALL VALVE						
	D RIP ZONE CONTROL KIT						
	REMOTE CONTROL VALVE						
	QUICK COUPLER VALVE						
	ON-GRADE TREE BUBBLER						
	NON-PRESSURE LATERAL						
	NON-PRESSURE SUPPLY LINE						
	PRESSURE SUPPLY MAINLINE						
	SLEEVE						
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<table><thead><tr><th>#</th><th>#</th></tr></thead><tbody><tr><td>XX</td><td>XX</td></tr><tr><td>1"</td><td>1"</td></tr></tbody></table>	#	#	XX	XX	1"	1"	VALVE TAG: STATION NUMBER GPW LINESIZE APPROX LENGTH OF DRIP TUBING ZONE TYPE
#	#						
XX	XX						
1"	1"						

NOTES:
CONTRACTOR TO VERIFY EXISTENCE AND FUNCTIONALITY OF IRRIGATION COMPONENTS. IF COMPONENTS ARE NOT CURRENTLY INSTALLED OR ARE NOT FUNCTIONAL, CONTRACTOR TO INSTALL COMPONENTS PER IRRIGATION EQUIPMENT LEGEND ON SHEET L3.4.

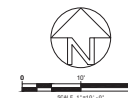
- CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY DAMAGE TO EXISTING IRRIGATION SYSTEM INCURRED DURING CONSTRUCTION.
- IRRIGATION IS SHOWN DIAGRAMMATICALLY FOR GRAPHIC CLARITY. INSTALL MAINLINE AND LATERALS IN PLANTING AREAS WHEN POSSIBLE.
- SITE IS DESIGNED FOR POTABLE WATER IRRIGATION. ADDITIONAL EQUIPMENT, TESTING, AND INSPECTIONS ARE REQUIRED FOR RECYCLED WATER/GRAY WATER IRRIGATION.



IRRIGATION LEGEND	
SYMBOL	DESCRIPTION (**=SEE NOTES)
	BACKFLOW PREVENTION DEVICE AND ENCLOSURE
	PRESSURE REGULATOR
	MASTER SHUT-OFF VALVE
	FLOW SENSOR
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	DRIP ZONE CONTROL KIT
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	ON-GRADE TREE-BUBBLER
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	NON-PRESSURE SUPPLY LINE
	PRESSURE SUPPLY MAINLINE
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	GPW
	LINE SIZE
	APPROX LENGTH OF DRIP TUBING
	ZONE TYPE

NOTES:
CONTRACTOR TO VERIFY EXISTENCE AND FUNCTIONALITY OF IRRIGATION COMPONENTS. IF COMPONENTS ARE NOT CURRENTLY INSTALLED OR ARE NOT FUNCTIONAL, CONTRACTOR TO INSTALL COMPONENTS PER IRRIGATION EQUIPMENT LEGEND ON SHEET L3.4.



















- CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY DAMAGE TO EXISTING IRRIGATION SYSTEM INCURRED DURING CONSTRUCTION.
- IRRIGATION IS SHOWN DIAGRAMMATICALLY FOR GRAPHIC CLARITY. INSTALL MAINLINE AND LATERALS IN PLANTING AREAS WHEN POSSIBLE.
- SITE IS DESIGNED FOR POTABLE WATER IRRIGATION. ADDITIONAL EQUIPMENT, TESTING, AND INSPECTIONS ARE REQUIRED FOR RECYCLED WATER/GRAY WATER IRRIGATION.



IRRIGATION NOTES:

1. CONTRACTOR SHALL UTILIZE THE EXISTING MAINLINES AND IRRIGATION SLEEVES WHENEVER POSSIBLE IN ORDER TO COMPLETE THE ENTIRE SYSTEM AS SHOWN ON THE PLANS AND SPECIFICATIONS.
2. DRAWINGS ARE DIAGRAMMATIC AND DO NOT NECESSARILY INDICATE ALL THE OFFSETS AND FITTINGS REQUIRED FOR A COMPLETE IRRIGATION SYSTEM. THE IRRIGATION SYSTEM SHALL BE INSTALLED WITHIN A PLANTING AREA WHEREVER POSSIBLE. CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTMENTS NECESSARY TO CONFORM TO ACTUAL FIELD CONDITIONS.
3. EQUIPMENT INCLUDING MAIN, LATERALS, AND VALVES SHOWN GRAPHICALLY IN HARDSCAPE AREAS ARE FOR DESIGN CLARIFICATION ONLY AND SHALL BE INSTALLED WITHIN PLANTED AREAS AT A REASONABLE, REACHABLE DISTANCE FROM HARDSCAPE OR TURF AREAS UNLESS OTHERWISE NOTED ON THE DRAWINGS.
4. CONTRACTOR SHALL INSTALL WIRE AND PIPE UNDER HARDSCAPE AREAS IN SEPARATE P.V.C. SCHEDULE 40 SLEEVES. CONTRACTOR SHALL COORDINATE PIPING AND SLEEVING LOCATION PRIOR TO HARDSCAPE INSTALLATION. SLEEVING SHALL BE INSTALLED IN ACCORDANCE WITH APPLICABLE CODES. WHEREVER POSSIBLE, CONTROL WIRES SHALL OCCUPY THE SAME TRENCH AS PIPES. EACH CONTROLLER SHALL HAVE AN INDEPENDENT GROUND WIRE.
5. IRRIGATION SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH ALL LOCAL AND STATE CODES AND ORDINANCES, INCLUDING AB1881 IN CALIFORNIA.
6. THE EXISTING WATER PRESSURE AT THE PROPOSED WATER METER LOCATION IS UNKNOWN. THE CONTRACTOR SHALL VERIFY WATER PRESSURE IS ADEQUATE FOR THE SYSTEM AS DESIGNED. IF ANY DISCREPANCY EXISTS BETWEEN DESIGN AND ACTUAL FIELD CONDITIONS, NOTIFY THE LANDSCAPE ARCHITECT IMMEDIATELY IN WRITING FOR A DECISION BEFORE PROCEEDING WITH THE INSTALLATION.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLETE AND EFFECTIVE COVERAGE OF ALL PLANTING AREAS. DURING THE MAINTENANCE PERIOD, IT IS THE RESPONSIBILITY OF THE LANDSCAPE MAINTENANCE CONTRACTOR TO ENSURE ALL PLANT MATERIAL RECEIVES AS MUCH WATER AS IS NECESSARY FOR ESTABLISHMENT AND TO SUSTAIN GOOD PLANT HEALTH.
8. CONTRACTOR SHALL FLUSH ALL LINES AND ADJUST IRRIGATION SYSTEM FOR OPTIMUM PERFORMANCE IN ACCORDANCE WITH THE SPECIFICATIONS. COSTS INCURRED DUE TO ANY ADJUSTMENTS FOR 100% COVERAGE, INCLUDING THOSE REQUIRED BY THE OWNER'S AUTHORIZED REPRESENTATIVE SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
9. CONTRACTOR SHALL COORDINATE INSTALLATION OF THE IRRIGATION SYSTEM WITH THE LAYOUT AND INSTALLATION OF THE PLANT MATERIALS TO ENSURE THAT THERE WILL BE COMPLETE AND UNIFORM IRRIGATION COVERAGE OF PLANTING. THE IRRIGATION LAYOUT SHALL BE CHECKED BY THE CONTRACTOR AND OWNER'S AUTHORIZED REPRESENTATIVE PRIOR TO CONSTRUCTION TO DETERMINE IF ANY CHANGES, DELETIONS, OR ADDITIONS ARE REQUIRED. THE IRRIGATION SYSTEM SHALL BE INSTALLED AND TESTED PRIOR TO THE INSTALLATION OF ANY PLANT MATERIALS.
10. TRENCHING DEPTHS FOR IRRIGATION PIPES SHALL BE AS FOLLOWS:
MAIN: 24" ALL LATERALS: 12"
ALL DIMENSIONS ARE FROM THE TOP OF THE PIPE. PROVIDE A MINIMUM 3" SAND ENVELOPE AROUND ALL MAINLINE PIPE.
11. MINIMUM LATERAL SIZE SHALL BE 3/4". SEE PIPE SIZING CHART 1 FOR SIZING.
12. IF SETTLEMENT OCCURS ALONG TRENCHES AND ADJUSTMENT(S) TO PIPES, VALVES, OR HEADS IS REQUIRED, THE CONTRACTOR, AS PART OF WORK UNDER THIS CONTRACT, SHALL MAKE ALL ADJUSTMENTS WITHOUT EXTRA COSTS TO THE OWNER.
13. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO FILL AND REPAIR ALL DEPRESSIONS AND REPLACE ALL NECESSARY LAWN AND/OR PLANTING DUE TO THE SETTLEMENT OF IRRIGATION FOR ONE YEAR FOLLOWING THE ACCEPTED COMPLETION OF MAINTENANCE.
14. CONTRACTOR SHALL GUARANTEE THAT ALL MATERIAL, EQUIPMENT, AND WORKMANSHIP FURNISHED BY HIM BE FREE OF DEFECTS FOR ONE YEAR FOLLOWING THE ACCEPTED COMPLETION OF MAINTENANCE. CONTRACTOR SHALL BE LIABLE FOR REPAIRS AND REPLACEMENT OF FAILED MATERIAL DURING THIS GUARANTEE PERIOD.
15. ALL PLASTIC FITTINGS SHALL BE A MINIMUM OF 18" APART TO FACILITATE REMOVAL AND REPLACEMENT OF INDIVIDUAL FOOTINGS.
16. SPLICING OF 24 VOLT WIRES WILL NOT BE PERMITTED EXCEPT IN VALVE BOXES. CONTRACTOR TO LEAVE A 24" COIL OF EXCESS WIRE AT EACH SPLICE AND EVERY 100' ON CENTER ALONG WIRE RUN. TAPE WIRE BUNDLES 10' ON CENTER. NO TAPING WILL BE PERMITTED INSIDE SLEEVES. WIRE CONNECTORS SHALL BE SCOTCH DBY OR APPROVED EQUAL, INSTALLED IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
17. CONTROL VALVES SHALL BE SIZED AS DESIGNATED ON THE DRAWINGS AND SHALL BE INSTALLED IN VALVE BOXES AS INDICATED IN THE DETAILS. BOXES SHALL BE SET FLUSH WITH THE FINISH GRADE OR SURFACE AND PERMANENTLY MARKED AS INDICATED IN THE DETAILS.

18. EXACT LOCATION OF CONTROLLERS TO BE DETERMINED AT JOB SITE BY PROJECT MANAGER. USE THIN WALL METAL CONDUIT ABOVE GRADE AND IN GARAGES. PAINT ALL CONDUIT TO MATCH BUILDING OR WALL COLOR. USE WATERPROOF CONNECTIONS FOR OUTDOOR INSTALLATION. INSTALL PER MANUFACTURER'S SPECIFICATIONS. SEAL ALL CONDUIT HOLES WITH SILICONE OR EQUAL. PROGRAM CONTROLLER TO IRRIGATE USING MULTIPLE REPEAT CYCLES OF SHORT DURATION. CARE SHALL BE TAKEN TO PREVENT RUNOFF OF WATER AND SLOPE/SOIL EROSION DUE TO PROLONGED APPLICATIONS OF WATER.
19. CONTROL WIRES SHALL BE 14 GAUGE (RED). SEPARATE WIRES SHALL RUN FROM THE CONTROLLER TO EACH VALVE. COMMON GROUND WIRES SHALL BE 12 GAUGE (WHITE). ALL CONTROL WIRES LEADING FROM VALVES TO CONTROLLER SHALL BE LOOPED-UP A MINIMUM OF 30" INTO EVERY VALVE BOX INTERCEPTED ON THE WAY TO THE CONTROLLER.
20. CONTRACTOR TO COORDINATE CONTROLLER POWER HOOKUP WITH PROJECT ELECTRICIAN. THE GENERAL CONTRACTOR SHALL COORDINATE HIS PORTION OF WORK WITH THE UNDERGROUND ELECTRICAL CONTRACTOR TO MINIMIZE CONFLICTS.
21. EXISTING BACKFLOW PREVENTION DEVICES SHALL BE INSPECTED AND TESTED TO THE EXTENT MANDATED BY LOCAL BUILDING CODE.
22. BUBBLERS SHALL BE LOCATED ON THE UPWILL SIDE OF TREES. SEE IRRIGATION LEGEND FOR QUANTITY REQUIRED PER TREE CONTAINER SIZE.
23. ALL WATER TO DRAIN AWAY FROM BUILDINGS PER LOCAL BUILDING CODE.
24. A LAMINATED, COLOR CODED, REDUCED SIZE IRRIGATION PLAN SHALL BE FURNISHED TO THE OWNER AFTER FINAL ACCEPTANCE. PLACE ANOTHER LAMINATED COPY INSIDE THE CONTROLLER CABINET DOOR.
25. LANDSCAPE CONTRACTOR TO COORDINATE WITH GENERAL CONTRACTOR PRIOR TO DEMOLITION OF PROTECTION OF EXISTING MAINLINE AND CONTROLLER WIRE FOR FUTURE USE.
26. IF THE INTENT IS TO DEMO ANY IRRIGATION EQUIPMENT IN THE NEW CONSTRUCTION AREA, LANDSCAPE CONTRACTOR SHALL SUPPLY ALL NEW MAINLINE AND CONTROLLER WIRE TO NEW REMOTE CONTROL VALVE AS DESIGNED PER THIS PLAN, TYPICAL.
27. CONTRACTOR SHALL INSTALL DRIPLINE ON SLOPES PER MANUFACTURER'S RECOMMENDATIONS WITH 25% INCREASE SPACING AT BOTTOM 1/3 OF SLOPE.
28. CONTRACTOR TO INSTALL LATERAL LINE CHECK VALVES WHERE NECESSARY TO PREVENT LOW HEAD DRAINAGE. MODEL SHALL BE NDS FLO CONTROL SPRING CHECK VALVE RATED TO 200PSI, MODEL 1790 (SLIP X SLIP CONNECTION WITH UNION), LINE SIZE OR APPROVED EQUAL.
29. CONTRACTOR MUST PROVIDE AN IRRIGATION AUDIT IN ACCORDANCE WITH LOCAL WELO AND TITLE 23 DEPARTMENT OF WATER RESOURCES SECTION 492.12: IRRIGATION AUDIT, IRRIGATION SURVEY, AND IRRIGATION WATER USE ANALYSIS, PRIOR TO PROJECT ACCEPTANCE.
30. CONTRACTOR SHALL PROVIDE A CERTIFICATE OF COMPLETION AS REQUIRED TO THE LOCAL REVIEWING AGENCY, SEE CALIFORNIA CODE OF REGULATIONS TITLE 23 WATER DIVISION 2 DEPARTMENT OF WATER RESOURCES CHAPTER 2.7: MODEL WATER EFFICIENT LANDSCAPE ORDINANCE, APPENDIX C.
31. SOIL MANAGEMENT REPORT SHALL BE PROVIDED BY LANDSCAPE CONTRACTOR AND SOIL AMENDMENTS SHALL BE FOLLOWED PER THE REPORT. PHYSICAL COPIES OF THE SOIL MANAGEMENT REPORT SHALL BE PROVIDED TO CLIENT, PROJECT LANDSCAPE ARCHITECT, AND LOCAL AGENCY AS REQUIRED. SOIL MANAGEMENT REPORT SHALL CONFORM TO STATE AB1881 WATER EFFICIENT LANDSCAPE ORDINANCE, OR AGENCY ADOPTED WELO.
32. CONTRACTOR IS RESPONSIBLE FOR HAND WATERING, INCLUDING BUT NOT LIMITED TO THE FOLLOWING AREAS DURING PLANT ESTABLISHMENT: BIO-TREATMENT AREAS, SODDED AREAS. THESE AREAS WILL NEED SUPPLEMENTAL HAND WATERING IF THE YARD IRRIGATED BY DRIP IRRIGATION UNTIL ROOTS ARE ESTABLISHED AS DRIP IRRIGATION MAY NOT PROVIDE SUFFICIENT WATER TO THESE AREAS FOR HEALTH PLANT ESTABLISHMENT.
33. ALL EXISTING IRRIGATION SYSTEMS SHALL REMAIN OPERATIONAL DURING CONSTRUCTION WHERE PRACTICAL. IF THE IRRIGATION SYSTEM IS TO BE SHUT OFF FOR PERIODS OF TIME LONGER THAN THREE DAYS, A HAND WATERING MAINTENANCE PROGRAM SHALL BE ESTABLISHED TO MAINTAIN CURRENT PLANT HEALTH. CONTRACTOR WILL BE RESPONSIBLE FOR REPLACING ANY DEAD OR DECLINING PLANT MATERIAL DUE TO LACK OF WATERING. ALL EXISTING MAINLINE, CONTROL WIRES, LATERAL LINES, SPRAY HEADS, DRIP TUBING, OR OTHER IRRIGATION EQUIPMENT SHALL REMAIN IN PLACE AND UNDAMAGED. IF MODIFICATIONS TO THE EXISTING SYSTEM NEED TO TAKE PLACE, THE CONTRACTOR SHALL REPAIR, REPLACE, OR ADD NEW EQUIPMENT AS NEEDED TO MAINTAIN PROPER COVERAGE AND WATER DISTRIBUTION FOR ALL PLANTING AREAS. ANY UNUSED CONTROL WIRES RESULTING IN THE RETROFIT SHALL BE PUT IN A NEW VALVE BOX AND LABELED. UPDATE THE CONTROLLER SCHEDULE TO INDICATE THAT THESE VALVE STATIONS ARE NO LONGER IN USE.
34. DO NOT WILLFULLY INSTALL THE IRRIGATION SYSTEM AS SHOWN ON THE DRAWINGS WHEN IT IS OBVIOUS IN THE FIELD THAT OBSTRUCTIONS, GRADE DIFFERENCES OR DIFFERENCES IN THE AREA DIMENSIONS EXIST THAT MIGHT NOT HAVE BEEN CONSIDERED IN THE ENGINEERING OF THE SYSTEM. SUCH OBSTRUCTIONS OF DIFFERENCES SHOULD BE BROUGHT TO THE ATTENTION OF THE OWNER'S AUTHORIZED REPRESENTATIVE. IN THE EVENT THIS NOTIFICATION IS NOT PERFORMED, THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ANY REVISIONS NECESSARY.

IRRIGATION EQUIPMENT LEGEND			DRIP/SPRAY LEGEND					
SYMBOL	DESCRIPTION	SPECIFICATION	SYMBOL	DESCRIPTION	SPECIFICATION	REQUIRED COMPONENTS (NOT GRAPHICALLY DEPICTED)		
	BACKFLOW PREVENTION DEVICE AND ENCLOSURE	FEBCO 825Y OR EQUAL (LINE SIZE)		ON-GRADE DRIP TUBING	TORO DL-2000 SERIES (RGP-212-10)	- FLUSH VALVE (TORO FCH-H-FIPT, 1 PER VALVE)		
	ET BASED ELECTRIC IRRIGATION CONTROLLER - WALL MOUNTED	IRRITROL MC-E BLUE SERIES 24-STATION WALL MOUNT CONTROLLER MC-24E. INSTALL INSIDE LOCKED CLOSET.		SUB-SURFACE DRIP TUBING	DRIPLINE SPACING: 12" EMITTER SPACING: 12" OPERATING PRESSURE: 30PSI	- AIR VACUUM RELIEF VALVE (TORO YD-500-34, 1 PER VALVE)		
	WEATHER SENSOR	WIRELESS WEATHER SENSING KIT (CL-100-WIRELESS). INSTALL CLIMATE LOGIC MODULE IN ENCLOSURE CABINET. OPTIONS FOR INSTALL INCLUDE: 1. ROOF EVE OR GUTTER 2. 12" TALL PT OR HSS POST WITH REINFORCED CONCRETE FOOTING IN LOCATION TBD BY LANDSCAPE ARCHITECT		ON-GRADE TREE BUBBLER	TORO FB-25-PC - MOUNT ON TORO SHRUB ADAPTERS, (2) PER TREE	- OPERATION INDICATOR (TORO DL-MP9, 1 PER VALVE)		
	PVC BALL VALVE	NIBCO PVC BALL VALVE 4660-S OR EQUAL (LINE SIZE)		TORO PRECISION ROTATING NOZZLE	17.5'-22" RADIUS, PATTERN AS SHOWN	- TORO 570Z-6P-PR-COM-E - 50 PSI OPERATING PRESSURE		
	DRIP ZONE CONTROL KIT: REMOTE CONTROL VALVE, PRESSURE REGULATOR, FILTER	IRRITROL 1" 700 ULTRAFLOW IN-LINE DRIP ZONE VALVE KIT DKZ-700 (0.10 - 20 GPM)	MAIN, LATERAL, AND SLEEVE LEGEND					
	REMOTE CONTROL VALVE	TORO 1" 700 ULTRA FLOW VALVE MODEL A-700B-1	SYMBOL	DESCRIPTION	SPECIFICATION	REQUIRED COMPONENTS (NOT GRAPHICALLY DEPICTED)		
	1" QUICK COUPLER VALVE	TORO 100-2SLVC (2 PIECE, 1" SINGLE LUG, YELLOW VINYL COVER)		NON-PRESSURE LATERAL	SCHEDULE 40 PVC (SEE SIZING CHART)	12" COVER		
				NON-PRESSURE SUPPLY LINE	CLASS 200 PVC (3/4" MIN)	12" COVER		
				PRESSURE SUPPLY MAINLINE	SCHD 40 PVC (FOR 1.5" AND SMALLER)	24" COVER		
				SLEEVE	SCHEDULE 40 PVC (SEE SIZING CHART)	24" COVER		
	MASTER SHUT-OFF VALVE	GRISWOLD 2160, NORMALLY OPEN (LINE SIZE)	CONDUIT AND SLEEVE SIZING (SCHD 40 PVC)					
			MAX # WIRES	MIN CONDUIT SIZE	MAX PIPE SIZE	MIN SLEEVE SIZE	PIPE SIZING	
							FLOW RATE (GPM)	PIPE SIZE (DIAMETER)
	FLOW SENSOR	IRRITROL PVC FLOW SENSOR SIZE (LINE SIZE) MODELS: FS-10 (1" LINE), FS-15 (1.5" LINE), FS-20 (2" LINE) FLOW SENSOR SHIELDED CABLE: EV-CAB-SEN (FLOW SENSOR SHIELDED CABLE SHALL NEVER BE ADJACENT TO HIGH VOLTAGE WIRES. USE SEPARATE CONDUIT FOR FLOW SENSOR WIRE.)	4	1"	1-1/2"	1-1/2"	0 TO 9	3/4"
			8	1-1/4"	3/4"	2"	9.1 TO 18	1"
			12	1-1/2"	1" TO 1-1/4"	2-1/2"	18.1 TO 30	1-1/4"
			17	2"	1-1/2"	3"	30.1 TO 40	1-1/2"
			25	2-1/2"	2" TO 2-1/2"	4"	40.1 TO 60	2"
			35	3"	3"	6"	60.1 TO 70	2-1/2"
	PRESSURE REGULATOR	1-1/2" BF OR LINE SIZE WILKINS MODEL 500-HLR-P WITH PRESSURE GAUGE. INSTALL ONLY IF PRESSURE AT P.O.C. EXCEEDS 90 PSI.	50	4"	4" - 6"	8"		
			>50	6"	-	-		

PROPERTY OWNER



IN ASSOCIATION WITH



THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

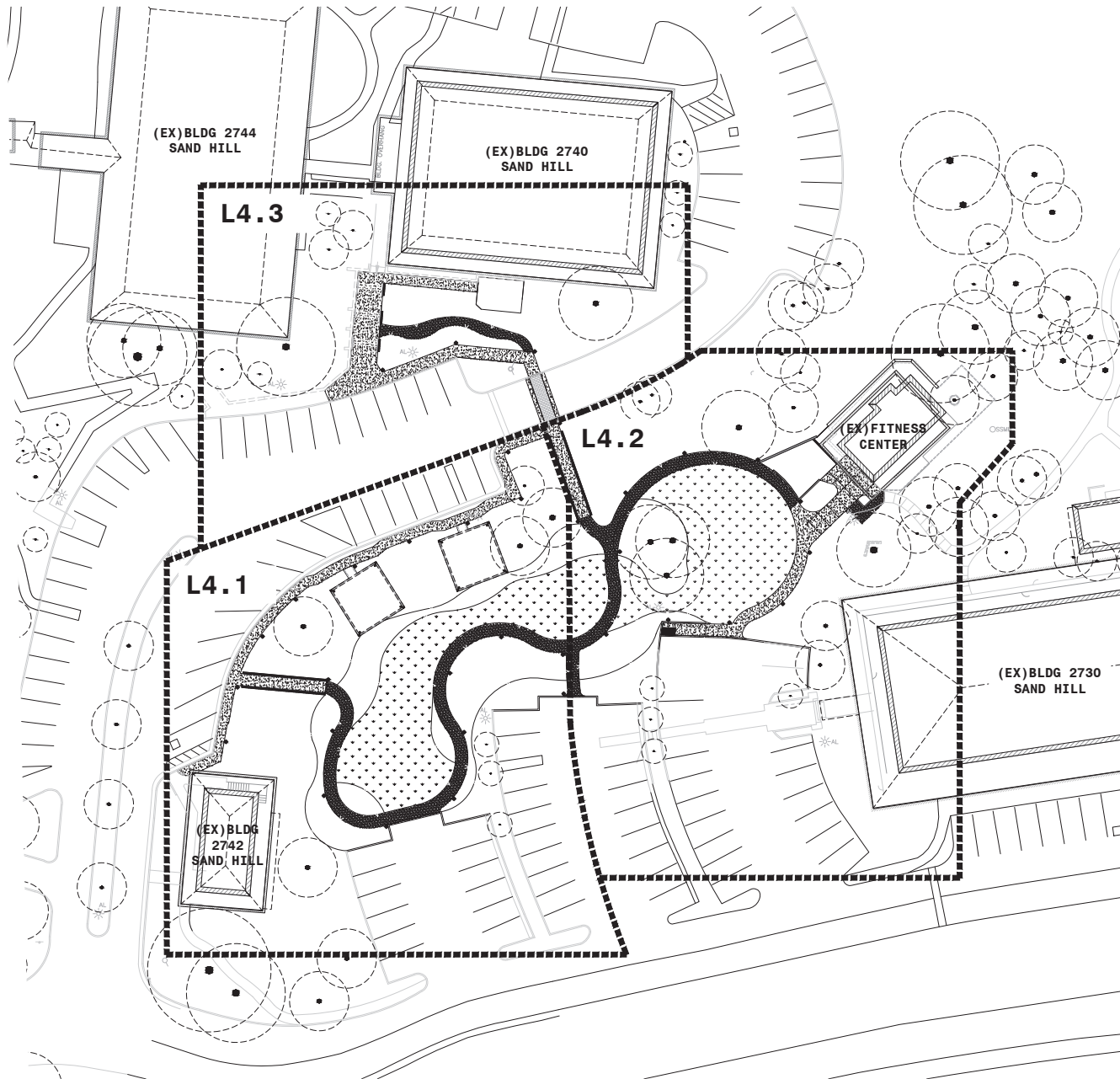
REV	DATE	DESCRIPTION
2022.12.23		PLANNING SUBMITTAL
2023.03.14		RESUBMITTAL #1
2023.04.19		PLANNING REUBMITTAL #2

SHEET TITLE

IRRIGATION NOTES
AND LEGEND

SHEET NUMBER

L3.4



PROPERTY OWNER



IN ASSOCIATION WITH



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2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

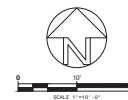
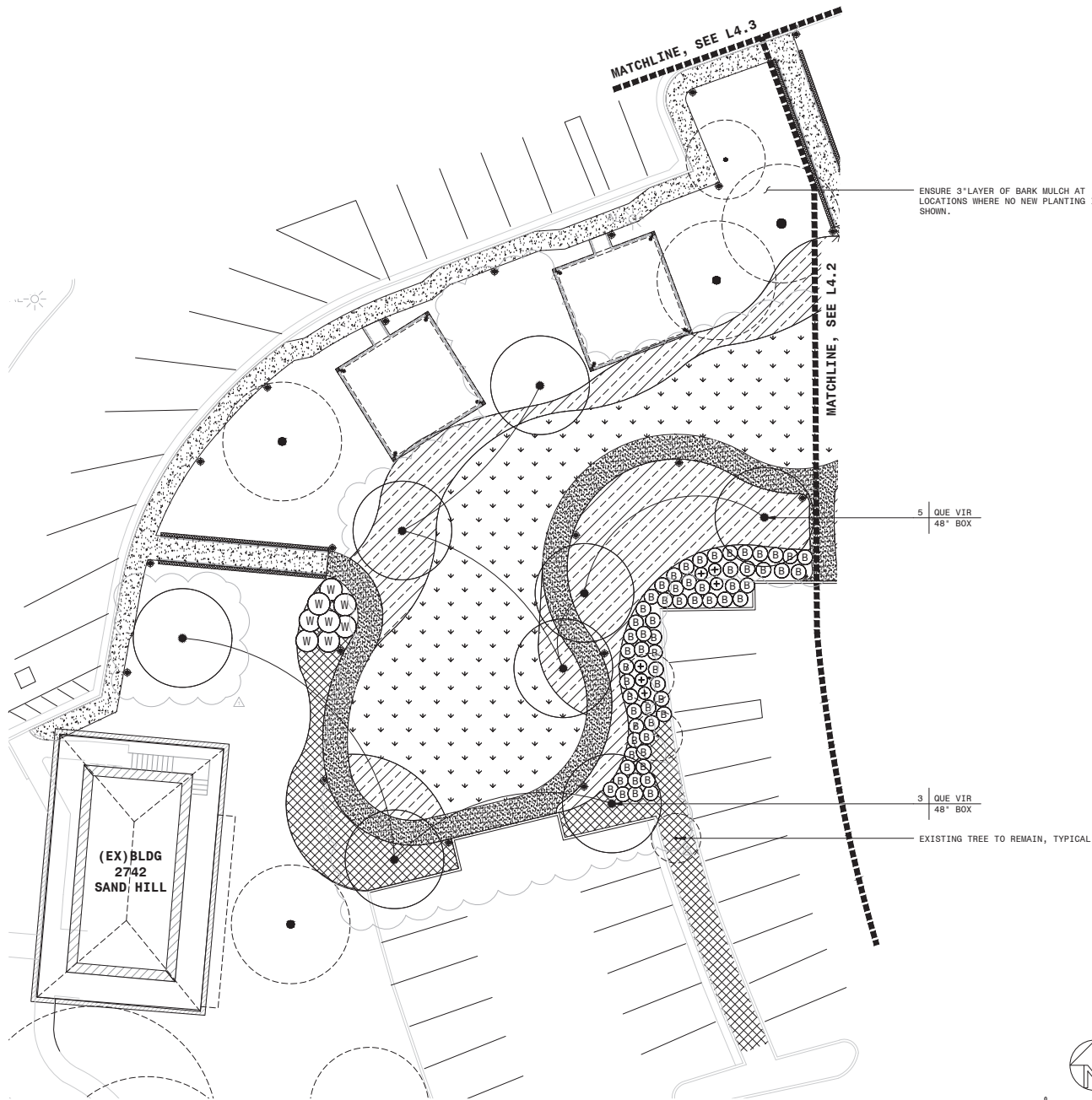
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	2022.12.23	PLANNING SUBMITTAL
△	2023.03.14	RESUBMITTAL #1
△	2023.04.19	PLANNING RESUBMITTAL #2

SHEET TITLE

PLANTING PLAN

SHEET NUMBER

L4.0



PLANT LEGEND		
SYMBOL	BOTANICAL NAME	CONTAINER SIZE
TREES		
QUE VIR	QUERCUS VIRGINIANA 'CATHEDRAL'	48" BOX
SHRUBS		
(B)	LOMANDRA 'BREEZE'	1 GALLON
(D)	PENSTEMON 'MARGARITA BOP'	1 GALLON
(W)	WESTRINGIA FRUTICOSA 'BLUE GEM'	5 GALLON
GROUNDCOVER		
(Cross-hatch symbol)	BACCHARIS PILULARIS 'PIGEON POINT'	1 GALLON
(Dotted symbol)	DELTA BLUEGRASS BOLERO PLUS	SOD
(Diagonal line symbol)	DELTA BLUEGRASS NATIVE MOW FREE	SOD
NOTES: 1. SEE SHEET L4.4 FOR PLANTING LEGEND AND NOTES. 2. SEE SHEET L4.4 FOR PLANTING PHOTOS. 3. ALL PLANTING AREAS TO RECEIVE 3" LAYER BARK MULCH, SEE SHEET L4.4, NOTE 12 FOR MORE INFORMATION.		

PROPERTY OWNER

IN ASSOCIATION WITH

THE SAND HILL COLLECTION - THE GROVE
 2700 SAND HILL ROAD - CITY OF MENLO PARK
 EXTERIOR IMPROVEMENTS

REV#

DATE

DESCRIPTION

2022.12.23

PLANNING SUBMITTAL

2023.03.14

RESUBMITTAL #1

2023.04.19

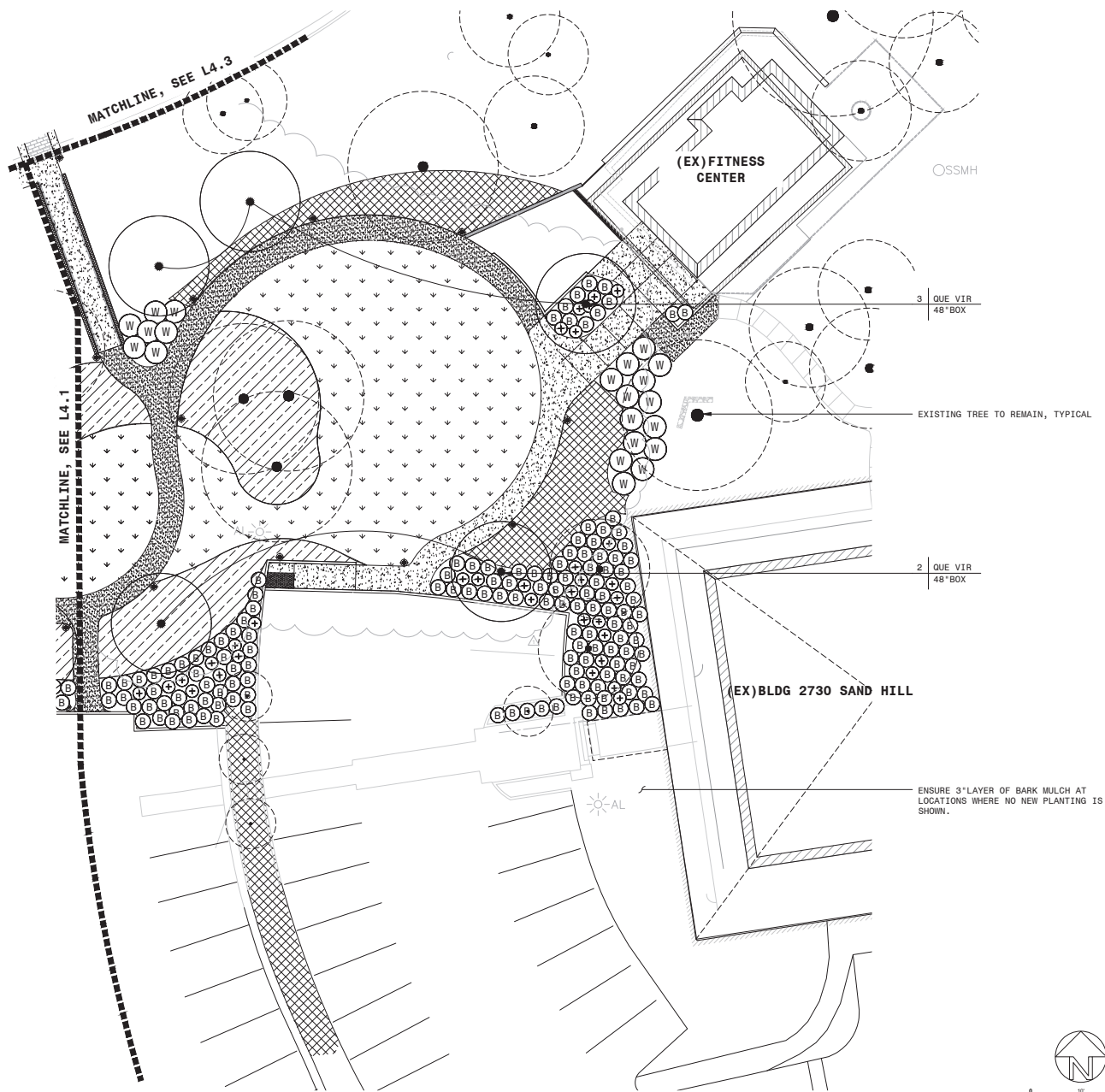
PLANNING RESUBMITTAL #2

SHEET TITLE

PLANTING PLAN

SHEET NUMBER

L4.1



PLANT LEGEND		
SYMBOL	BOTANICAL NAME	CONTAINER SIZE
TREES		
QUE VIR	QUERCUS VIRGINIANA 'CATHEDRAL'	48" BOX
SHRUBS		
(B)	LOMANDRA 'BREEZE'	1 GALLON
(P)	PENSTEMON 'MARGARITA BOP'	1 GALLON
(W)	WESTRINGIA FRUTICOSA 'BLUE GEM'	5 GALLON
GROUND COVER		
(Cross-hatch)	BACCHARIS PILULARIS 'PIGEON POINT'	1 GALLON
(Stippled)	DELTA BLUEGRASS BOLERO PLUS	SOD
(Diagonal lines)	DELTA BLUEGRASS NATIVE MOW FREE	SOD
NOTES:		
1. SEE SHEET L4.4 FOR PLANTING LEGEND AND NOTES.		
2. SEE SHEET L4.4 FOR PLANTING PHOTOS.		
3. ALL PLANTING AREAS TO RECEIVE 3" LAYER BARK MULCH, SEE SHEET L4.4, NOTE 12 FOR MORE INFORMATION.		

PROPERTY OWNER

DIVCOWEST

IN ASSOCIATION WITH

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THE SAND HILL COLLECTION - THE GROVE

SAND HILL ROAD - CITY OF MENLO PARK

EXTERIOR IMPROVEMENTS

REV

DATE

DESCRIPTION

2022.12.23

PLANNING SUBMITTAL

2023.03.14

RESUBMITTAL #1

2023.04.19

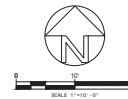
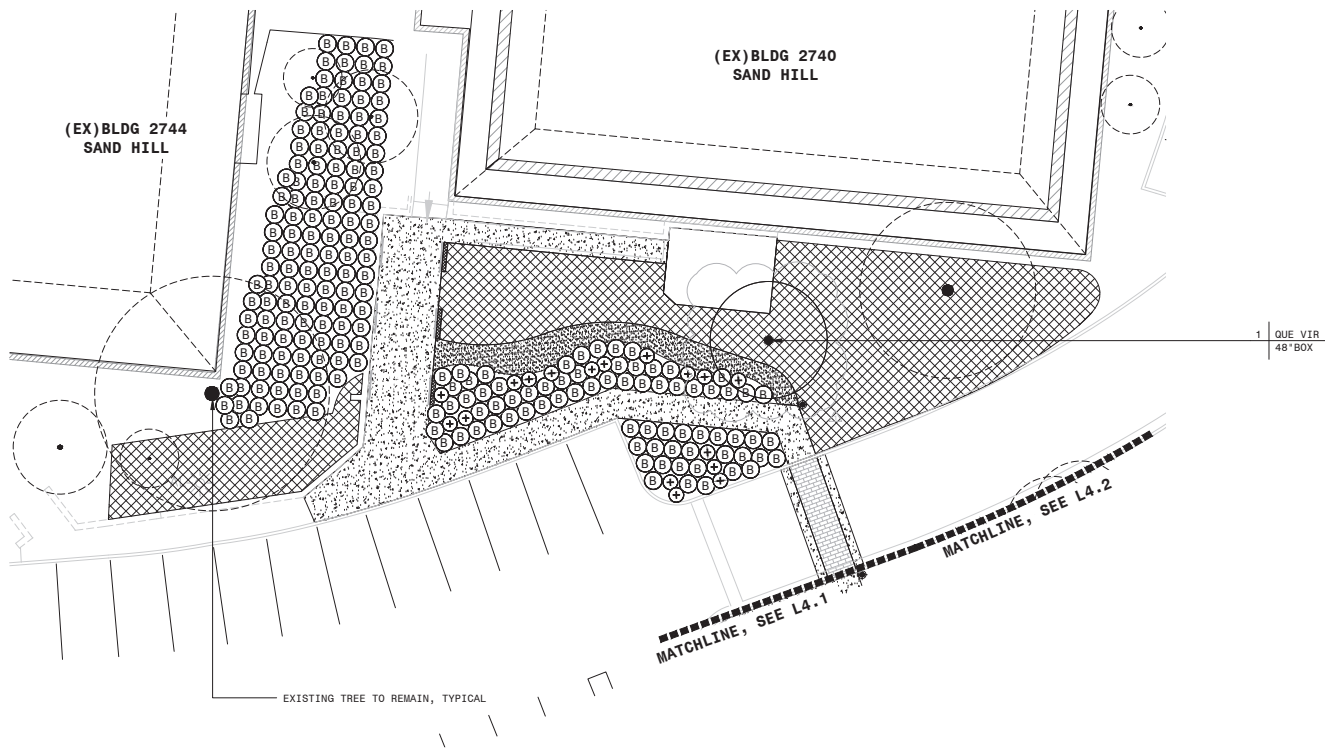
PLANNING RESUBMITTAL #2

SHEET TITLE

PLANTING PLAN

SHEET NUMBER

L4.2



PLANT LEGEND		
SYMBOL	BOTANICAL NAME	CONTAINER SIZE
TREES		
QUE VIR	QUERCUS VIRGINIANA 'CATHEDRAL'	48" BOX
SHRUBS		
B	LOMANDRA 'BREEZE'	1 GALLON
+	PENSTEMON 'MARGARITA BOP'	1 GALLON
W	WESTRINGIA FRUTICOSA 'BLUE GEM'	5 GALLON
GROUND COVER		
[Cross-hatch symbol]	BACCHARIS PILULARIS 'PIGEON POINT'	1 GALLON
[Stippled symbol]	DELTA BLUEGRASS BOLERO PLUS	SOD
[Diagonal lines symbol]	DELTA BLUEGRASS NATIVE MOW FREE	SOD
NOTES:		
1. SEE SHEET L4.4 FOR PLANTING LEGEND AND NOTES.		
2. SEE SHEET L4.4 FOR PLANTING PHOTOS.		
3. ALL PLANTING AREAS TO RECEIVE 3" LAYER BARK MULCH, SEE SHEET L4.4, NOTE 12 FOR MORE INFORMATION.		

PROPERTY OWNER

IN ASSOCIATION WITH

THE SAND HILL COLLECTION - THE GROVE

2700 SAND HILL ROAD - CITY OF MENLO PARK

EXTERIOR IMPROVEMENTS

REV#

DATE

DESCRIPTION

2022.12.23

PLANNING SUBMITTAL

2023.03.14

RESUBMITTAL #1

2023.04.19

PLANNING RESUBMITTAL #2

SHEET TITLE

PLANTING PLAN

SHEET NUMBER

L4.3

PLANTING PLAN NOTES:

1. CONTRACTOR SHALL PROVIDE ALL LABOR, MATERIALS, AND EQUIPMENT NECESSARY TO FURNISH AND INSTALL PLANT MATERIAL AS SHOWN ON THE DRAWINGS AND AS DESCRIBED IN THE SPECIFICATIONS.
2. UNLESS DESIGNATED ON THE DRAWINGS OTHERWISE, STRUCTURAL IMPROVEMENTS AND HARDSCAPE SHALL BE INSTALLED PRIOR TO PLANTING OPERATIONS.
3. PLANT LIST ON THE DRAWINGS SHALL BE USED AS A GUIDE ONLY. CONTRACTOR SHALL TAKEOFF AND VERIFY SIZES AND QUANTITIES BY PLAN CHECK.
4. SAMPLES OF FERTILIZERS, ORGANIC AMENDMENT, SOIL CONDITIONERS, AND SEED SHALL BE SUBMITTED PRIOR TO INCORPORATION. CONTRACTOR SHALL FURNISH TO THE OWNER OR OWNER'S AUTHORIZED REPRESENTATIVE A CERTIFICATE OF COMPLIANCE FOR SUCH FURNISHED MATERIALS.
5. ALL WORK ON THE IRRIGATION SYSTEM, INCLUDING HYDROSTATIC, COVERAGE, AND OPERATIONAL TESTS AND THE BACKFILLING AND COMPACTION OF TRENCHES SHALL BE PERFORMED PRIOR TO PLANTING OPERATIONS.
6. LOCATIONS OF PLANT MATERIAL SHALL BE REVIEWED ON SITE BY THE OWNER OR OWNER'S AUTHORIZED REPRESENTATIVE PRIOR TO INSTALLATION.
7. TREES SHALL BE PLANTED NO CLOSER THAN TEN (10) FEET FROM EXISTING UTILITIES AND NO CLOSER THAN FIVE (5) FEET FROM NEW UTILITIES.
8. ALL PLANT MATERIAL SHALL BE SELECTED IN ACCORDANCE WITH THE AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1). FOR STANDARD FORM TREES, CALIPER SIZE SHALL BE MEASURED 6" ABOVE THE SOIL LINE FOR CALIPERS EQUAL TO OR LESS THAN 4". FOR CALIPERS GREATER THAN 4" CALIPER SHALL BE MEASURED 12" ABOVE THE SOIL LINE. FOR MULTI-TRUNK TREES THE CALIPER SHALL BE ESTABLISHED BY TAKING THE AVERAGE OF THE CALIPER OF THE TWO LARGEST TRUNKS. CALIPER IS MEASURED 6" ABOVE THE ORIGINATION POINT OF THE SECOND LARGEST TRUNK OR 6" ABOVE GROUND IF ALL TRUNKS ORIGINATE FROM THE SOIL.
- CALIPER SIZE STANDARDS:
15 GALLON: 0.75" - 1.25"
24" BOX: 1.25" - 2"
36" BOX: 2" - 3.5"
48" BOX: 3.5" - 5"
60" BOX: 4" - 6"
9. ALL PLANTING AREAS TO RECEIVE 3" THICK BARK MULCH LAYER. IN THE EVENT THAT BARK MULCH EXISTS ON SITE, CONTRACTOR SHALL PROVIDE SAMPLE OF EXISTING AND PROPOSED MATCHING BARK MULCH FOR APPROVAL. OTHERWISE, BARK MULCH SHALL BE LYGSO SMALL FIR BARK (3/4" TO 1-1/2") OR APPROVED EQUAL.

QUERCUS VIRGINIANA
'CATHEDRAL'



LOMANDRA 'BREEZE'



PENSTEMON 'MARGARITA BOP'



WESTRINGIA FRUTICOSA 'BLUE GEM'



BACCHARIS PILULARIS 'PIGEON POINT'



DELTA BLUEGRASS BOLERO PLUS SOD



DELTA BLUE GRASS NATIVE MOW FREE



PLANT LEGEND

SYMBOL	BOTANICAL NAME	CONTAINER SIZE	QUANTITY/SPACING	WUCOLS
TREES				
QUE VIR	QUERCUS VIRGINIANA 'CATHEDRAL'	48"BOX	14	M
SHRUBS				
B	LOMANDRA 'BREEZE'	1 GALLON	408	L
+	PENSTEMON 'MARGARITA BOP'	1 GALLON	55	L
W	WESTRINGIA FRUTICOSA 'BLUE GEM'	5 GALLON	29	M
GROUNDCOVER				
X	BACCHARIS PILULARIS 'PIGEON POINT'	1 GALLON	60"O.C.	L
+	DELTA BLUEGRASS BOLERO PLUS	SOD		
W	DELTA BLUEGRASS NATIVE MOW FREE	SOD		

PROPERTY OWNER



IN ASSOCIATION WITH



THE SAND HILL COLLECTION - THE GROVE
2700 SAND HILL ROAD - CITY OF MENLO PARK
EXTERIOR IMPROVEMENTS

REV	DATE	DESCRIPTION
	2022.12.23	PLANTING SUBMITTAL
△	2023.03.14	RESUBMITTAL #1
△	2023.04.19	PLANTING RESUBMITTAL #2

SHEET TITLE

PLANTING NOTES
AND LEGEND

SHEET NUMBER

L4.4



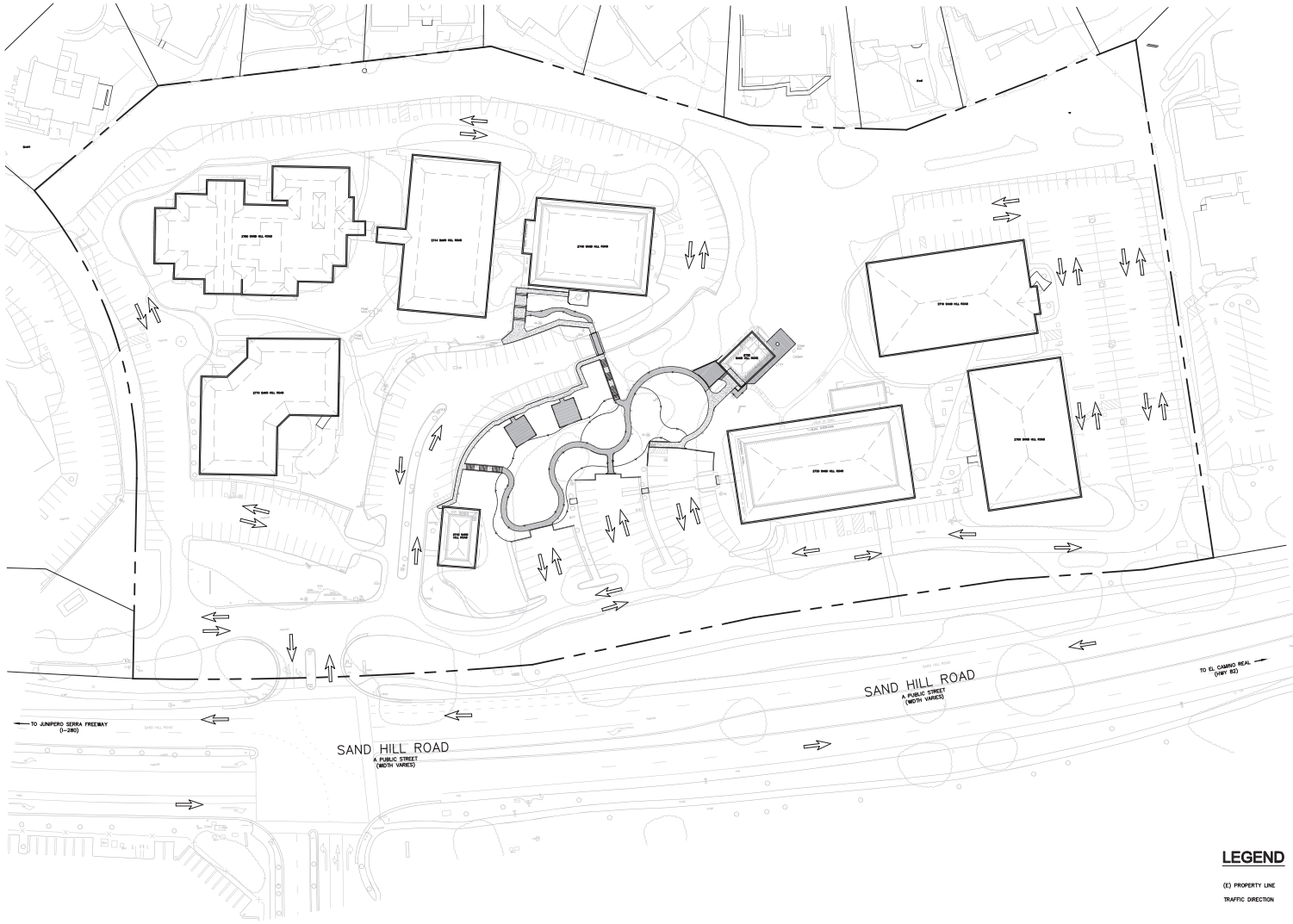


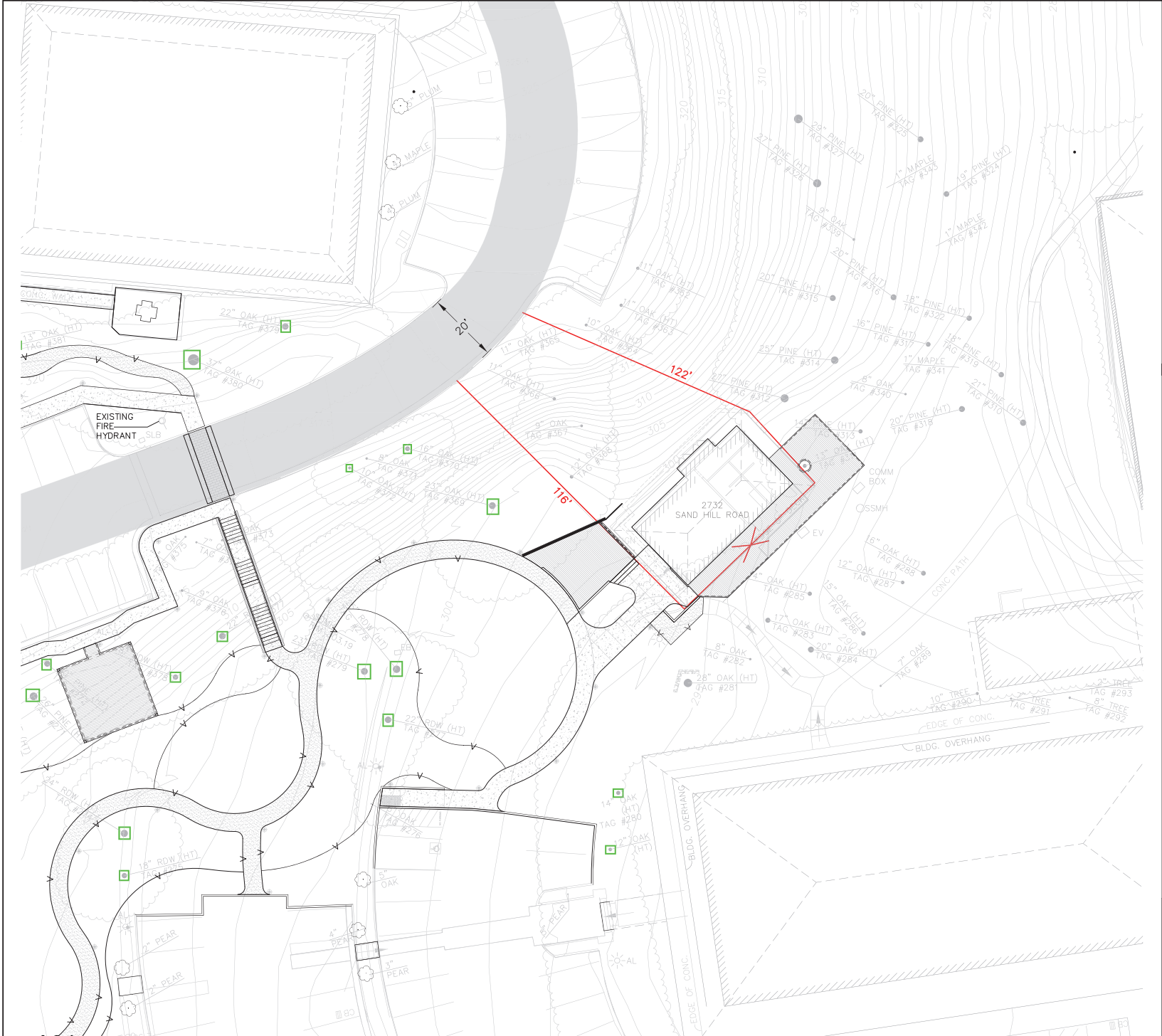
PROPOSED PARKING CIRCULATION EXHIBIT
2700-2770 SAND HILL ROAD
SAN MATEO COUNTY
CA

MENLO PARK

Revisions	No.	Date
		09/13/23
Scale	AS SHOWN	
Design	MAC/RC	
Drawn	MAC	
Check	MAC	
Drawing Number:	JOB: NS20200987	

C3.0





LEGEND

- PROPERTY LINE
(E) HERITAGE TREE
HOSE REACH
(E) DRIVE AISLE

ABBREVIATIONS

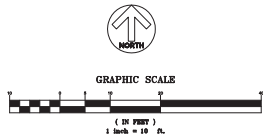
- BC BACK OF CURB
BS BOTTOM OF STAIR
BW BACK OF WALK
CS CLOSURE
EG EXISTING GRADE
FS FINISHED SURFACE
FF FINISHED FLOOR
FL FLOW LINE
LS LANDSCAPING
P/F PAVEMENT
ROW RIGHT OF WAY
SS SANITARY SEWER
SSAD STORM DRAIN AREA DRAIN
SSM SANITARY SEWER MANHOLE
SW SWIMMING POOL
TC TOP OF CURB
TS TOP OF STAIR
TW TOP OF WALL

NOTES





- 1) ALL EXISTING HERITAGE TREES TO BE PROTECTED WITHIN THE SCOPE OF WORK.
2) MEASUREMENT SHOWN ARE IN FEET.

KEY NOTES

NORTH ARROW & SCALE





Landscape Reserve Summary				
	Standard Stall	ADA Stall	Total	Legend
Landscape Reserve (Per City 2011 Staff Report)	32	-	32	
Existing Parking to be converted to Landscape Reserve	39	1	40	
New Landscape Reserve Parking	2	-	2	
Total Spaces	73	1	74	

2732 SANDHILL RD., MENLO PARK, CA



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ARCHITECTS

2732 SANDHILL ROAD
MENLO PARK, CA 94025

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SCALE	AS SHOWN
PROJECT ID	2022.057
DRAWN BY	MM/FS

SHEET NO. AI 0.0

APO.0

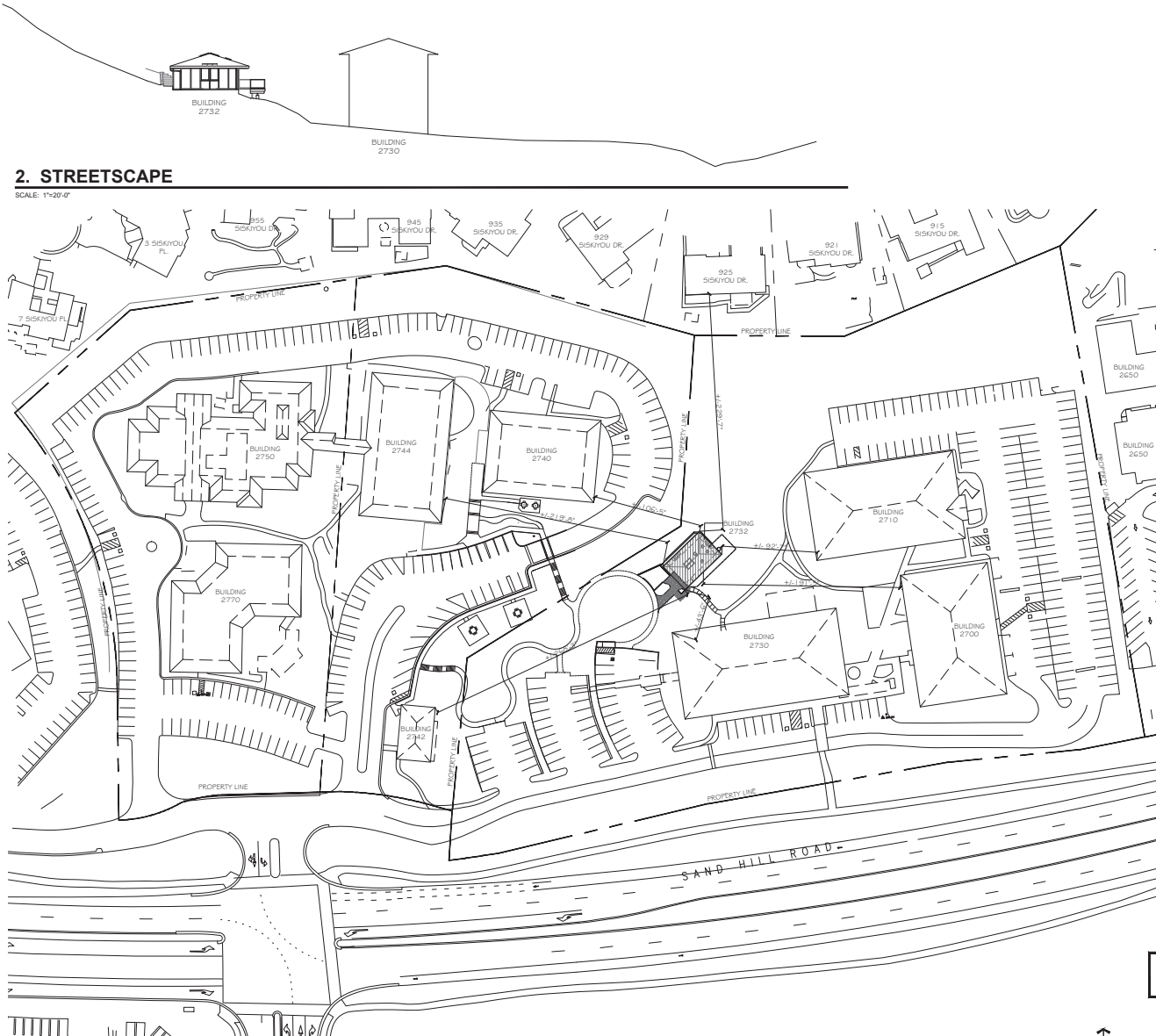
☐ PRICING PLANS (NOT FOR CONSTRUCTION)

SHEET INDEX

AP1.0	AREA SITE - STREETVIEW
AP1.1	SITE PLAN - OVERALL
AP1.2	ENLARGED SITE PLANS
AP1.3	PHOTOGRAPHS
AP2.0	EXISTING & DEMOLITION PLAN
AP2.1	PROPOSED FLOOR PLAN
AP2.2	ROOF PLAN
AP3.0	EXISTING EXTERIOR ELEVATIONS
AP3.1	PROPOSED EXTERIOR ELEVATIONS
AP5.0	MATERIALS BOARD

2. STREETSCAPE

SCALE: 1"=20'-0"



1. AREA PLAN

SCALE: 1"=50'-0"

NOTE: SEE LANDSCAPE DRAWINGS
FOR PLANTING INFORMATION



PROJECT ADDRESS

2732 SANDHILL ROAD
MENLO PARK, CA 94025

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REVISIONS

DATE	DESCRIPTION
04.29.2022	CLIENT REVIEW
05.20.2022	PLANNING SUBMITTAL
04.19.2023	PLANNING RESUBMITTAL #2

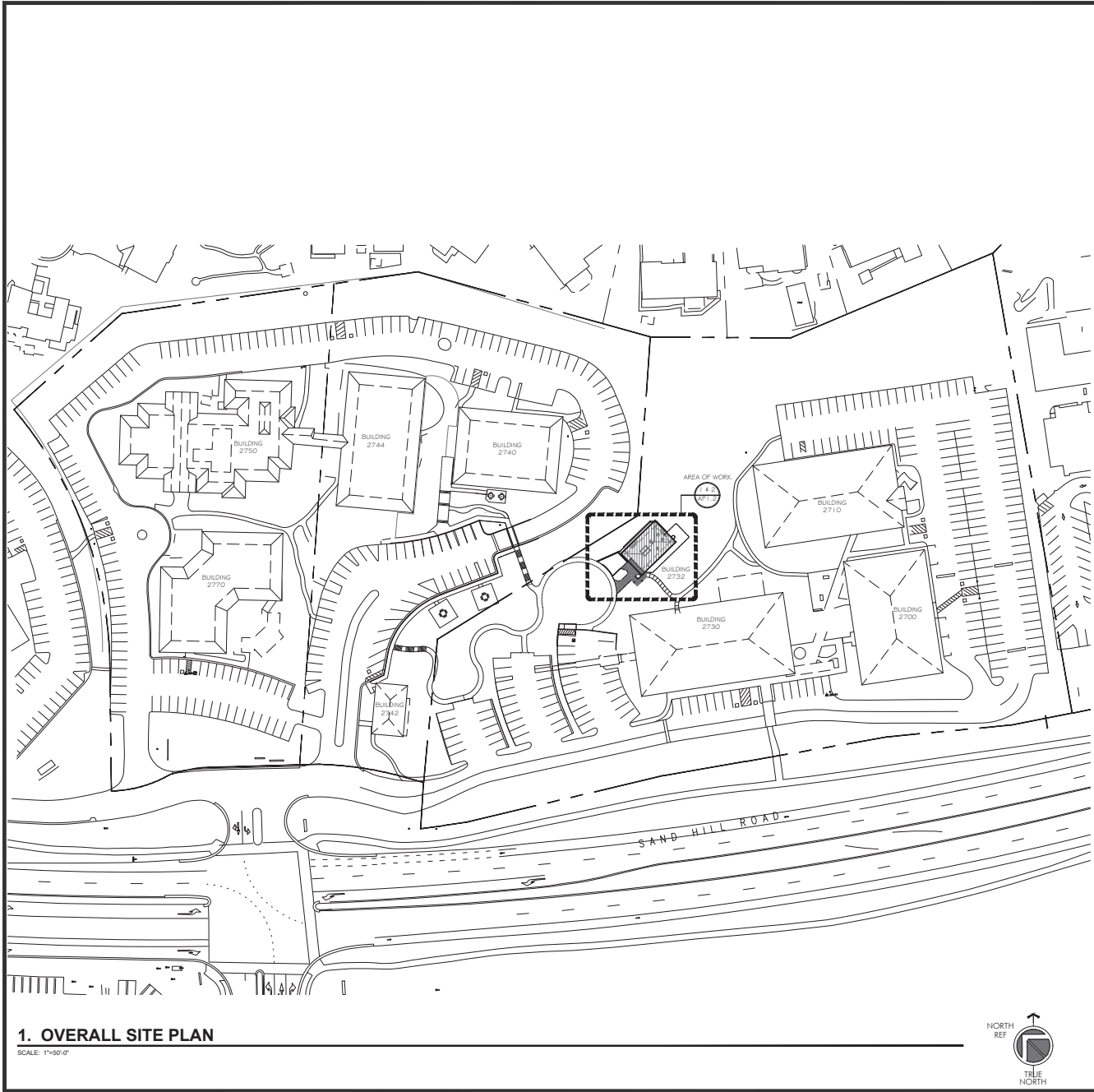
DATE	04.29.2022
SCALE	AS SHOWN
PROJECT ID	2022.057
DRAWN BY	MMFS

AREA PLAN & STREETSCAPE

SHEET TITLE

SHEET NO.

AP1.0



1. OVERALL SITE PLAN
SCALE: 1"=50'-0"

GENERAL NOTES

1. FOR NEW SITE AND PARKING UPGRADES OUTSIDE OF THE AREA OF WORK, REFER TO SEPARATE PLANS PREPARED BY HART HOWERTON.
2. FOR SITE UPGRADES AT AREA OF WORK, SEE LANDSCAPE DRAWINGS.

EXISTING BUILDING GROSS FLOOR AREAS

SITE AREA		496,326 SF
REMAINING GFA:		2,272 SF
GROSS FLOOR AREA BY BUILDING		
EXISTING BUILDING	CERTIFIED GFA (SF)	
2700	14,522	
2710	12,180	
2730	25,617	
2732	259	
2740	11,312	
2744	15,415	
2750	12,529	
2770	16,558	
TOTAL (GFA)	116,975	

NOTE: NO ADDITIONAL GFA FOR THIS PROJECT

EXISTING LOT COVERAGE

LOT SIZE: 496,326 SF
EXISTING LOT COVERAGE FOR ENTIRE SITE:
60,984 SF / 496,326 SF = 17.66%

NOTE: FOR ADDITIONAL LOT COVERAGE INFORMATION SEE LANDSCAPE DRAWINGS

LEGEND

-  EXISTING BUILDING FOOTPRINT AT AREA OF WORK.
-  PROPERTY LINE

209 BASSETT ST., SUITE 250
SAN JOSE, CA 95110
T: 408.283.0100



PROJECT ADDRESS

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MENLO PARK, CA 94025

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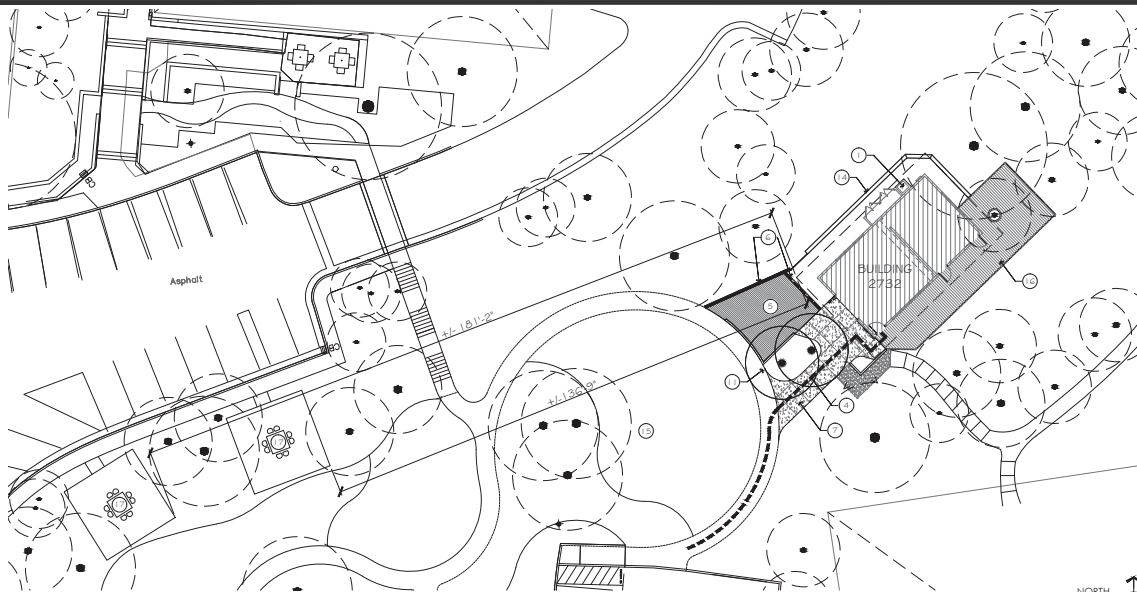
DATE	04.29.2022
SCALE	AS SHOWN
PROJECT ID	2022.057
DRAWN BY	MMFS

SITE PLAN - OVERALL

SHEET TITLE

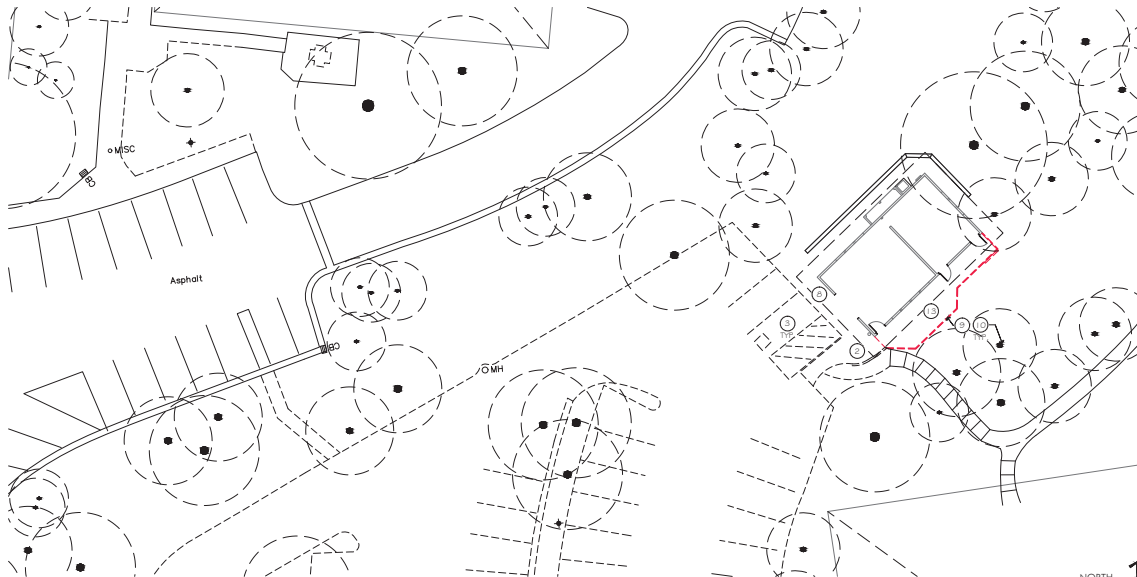
SHEET NO.

AP1.1



2. ENLARGED PROPOSED SITE PLAN

SCALE: 1/16" = 1'-0"



1. ENLARGED EXISTING / DEMOLITION SITE PLAN

SCALE: 1/16" = 1'-0"

GENERAL NOTES

1. FOR NEW OUTDOOR SPACE, FENCE AND SITE IMPROVEMENTS SEE LANDSCAPE DRAWINGS.

KEYNOTES

1. (E) MECHANICAL EQUIPMENT TO REMAIN.
2. DEMO (E) PORTION OF WALK AS REQUIRED FOR NEW LANDSCAPE PAVING. SEE LANDSCAPE DRAWINGS.
3. REMOVE (E) PARKING STALLS. REFER TO SEPARATE SITE AND PARKING IMPROVEMENTS BY HART HOWERTON.
4. ACCESSIBLE PATH OF TRAVEL.
5. NEW OUTDOOR DECK. SEE LANDSCAPE DRAWINGS.
6. NEW WOOD FENCE. SEE LANDSCAPE DRAWINGS.
7. NEW CONCRETE WALK. SEE LANDSCAPE DRAWINGS.
8. REMOVE (E) PORTION OF (E) LANDSCAPE FOR NEW LANDSCAPE WORK. SEE LANDSCAPE DRAWINGS.
9. (E) RAILING TO BE REMOVED.
10. (E) TREE, TYP.
11. NEW TREE. SEE LANDSCAPE DRAWINGS.
12. NEW LANDSCAPE, TYP. SEE LANDSCAPE DRAWINGS.
13. (E) DECK TO BE REMOVED.
14. (E) RETAINING WALL.
15. NEW SITE IMPROVEMENTS. REFER TO SEPARATE SITE AND PARKING IMPROVEMENTS BY HART HOWERTON.
16. NEW DECK AND RAILING. SEE LANDSCAPE DRAWINGS.
17. NEW OUTDOOR SHADE STRUCTURE. SEE DRAWINGS BY HART HOWERTON FOR MORE INFORMATION.

LEGEND



EXISTING BUILDING FOOTPRINT AT
AREA OF WORK.



PROPERTY LINE

209 BASSETT ST. SUITE 250
SAN JOSE, CA 95110
T:408.283.0100

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PROJECT ADDRESS

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MENLO PARK, CA 94025

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DRAWN BY	MMFS

ENLARGED SITE PLANS

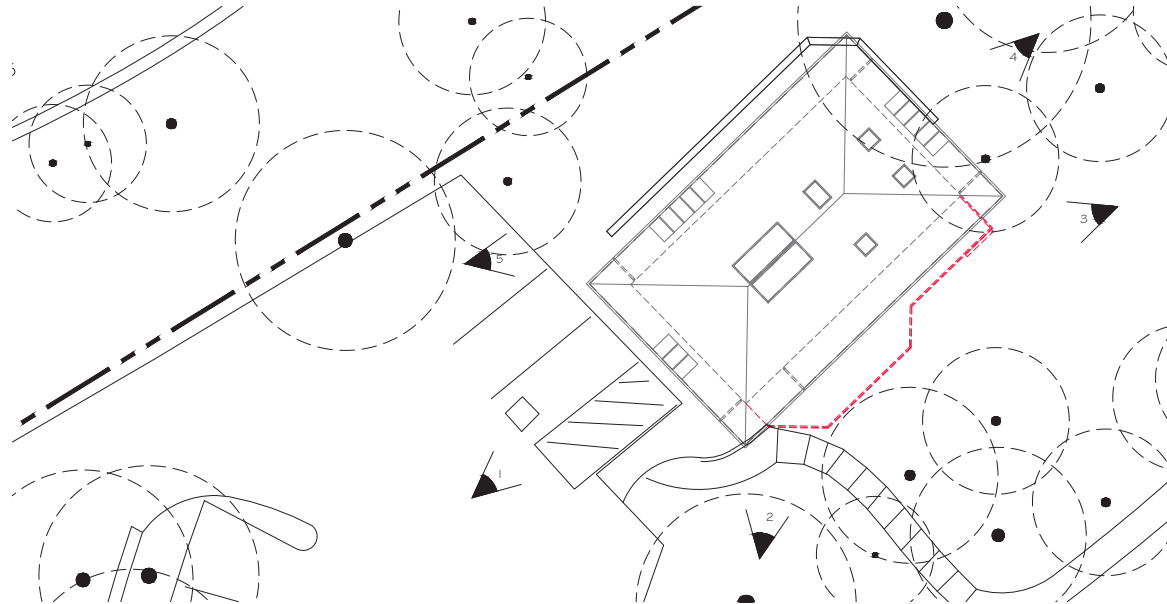
SHEET TITLE

SHEET NO.

AP1.2



VIEW ONE - WEST SIDE



1. EXISTING SITE PLAN

SCALE: 1/8"=1'-0"



VIEW TWO - SOUTH WEST/ FRONT



VIEW THREE - SOUTH WEST/ FRONT



VIEW FOUR - EAST/ SIDE



VIEW FIVE - NORTH / REAR

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SAN JOSE, CA 95110
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DATE	DESCRIPTION
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04.19.2023	PLANNING RESUBMITTAL #2

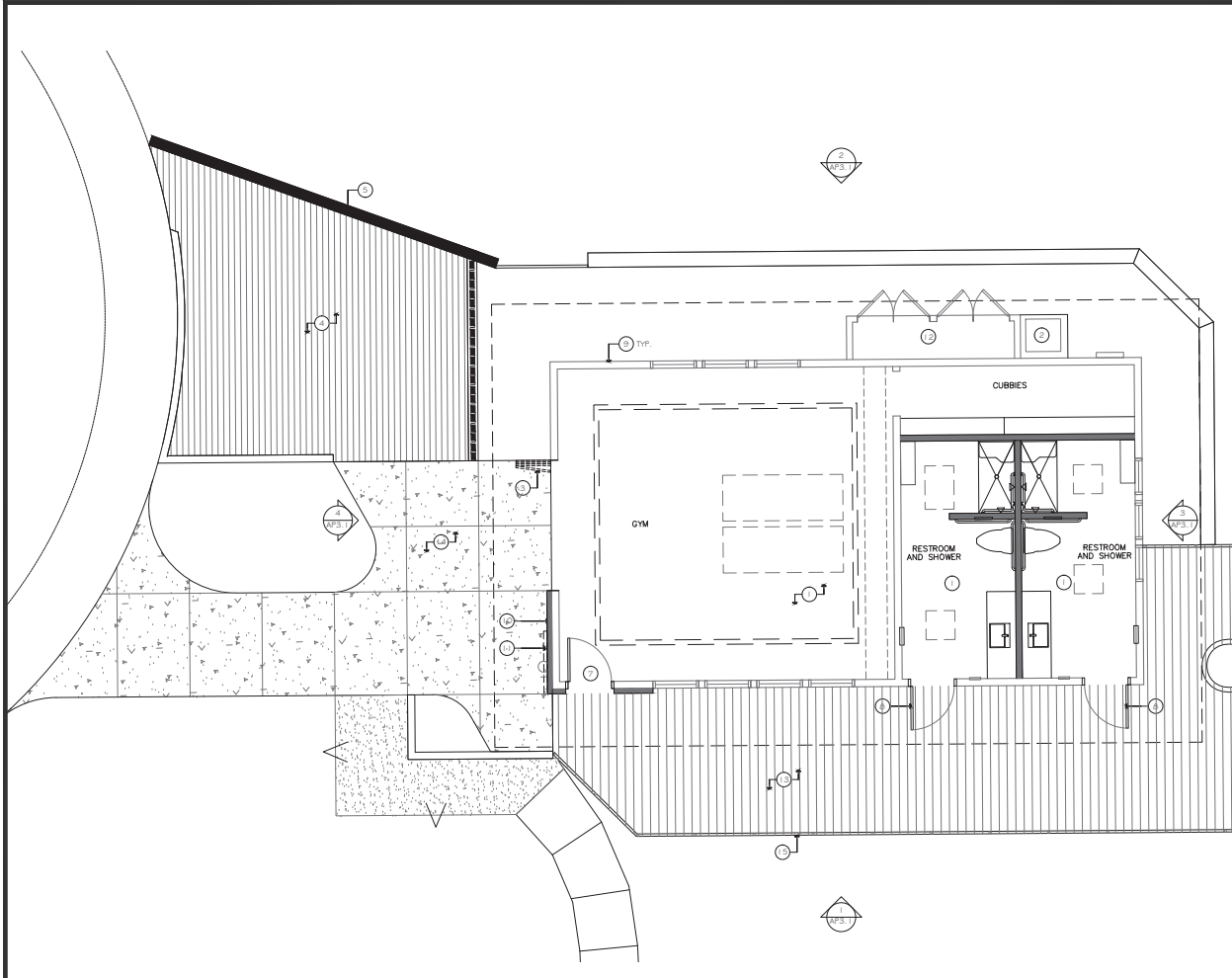
DATE	04.29.2022
SCALE	AS SHOWN
PROJECT ID	2022.057
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PHOTOGRAPHS

SHEET TITLE

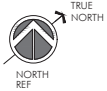
SHEET NO.

AP1.3



1. PROPOSED FLOOR PLAN

SCALE: 1/8"=1'-0"



GENERAL NOTES

- A. PRESERVE AND MAINTAIN EXISTING EXITS THROUGHOUT CONSTRUCTION.
- B. PATCH AND REPAIR ALL AREAS THAT ARE AFFECTED DURING CONSTRUCTION AS REQD. FOR NEW & FINISHED LOOK.
- C. THE GENERAL CONTRACTOR SHALL ESTABLISH THE LOCATION OF ALL NEW WALLS IN THE FIELD ON THE FLOOR, EITHER WITH CHALK, LINES OR TAPE AS APPROPRIATE. THEN GENERAL CONTRACTOR SHALL ARRANGE A WALK OF THE ENTIRE PROJECT AREA WITH THE OWNER AND ARCHITECT TO CONFIRM THAT THE SIZE, SHAPE, AND PLACEMENT OF ALL ROOMS RECEIVES OWNER APPROVAL PRIOR TO FRAMING ANY NEW WALLS. IF THE OWNER REQUESTS ANY CHANGE, GENERAL CONTRACTOR SHALL NOTIFY THE ARCHITECT BEFORE PROCEEDING WITH SUCH CHANGE.
- D. ALL EXISTING TO REMAIN AND NEW WALL SURFACES TO RECEIVE SMOOTH LEVEL 4 FINISH, TYP. (U.O.N.).
- E. ALL DIMENSIONS ARE GIVEN TO FACE OF FINISHED SURFACE, TYP. (U.O.N.). STRUCTURAL GRID COLUMN DIMENSIONS ARE TAKEN TO CENTERLINE OF COLUMN. DIMENSIONS ARE NOT TO BE SCALED FROM ARCHITECTURAL PRINTS. ALL MEASUREMENTS MUST BE FIELD VERIFIED PRIOR TO CONSTRUCTION. NOTIFY ARCHITECT OF ANY DISCREPANCIES. ALL CLEAR DIMENSIONS ARE NOT ADJUSTABLE WITHOUT ARCHITECT'S APPROVAL.
- F. ALL GYP. BD. PARTITIONS SHALL BE TAPED AND SANDED SMOOTH TO A LEVEL 4 FINISH U.O.N. THE CONTRACTOR SHALL PATCH AND REPAIR SURFACES TO MATCH ADJACENT OR ADJOINING SURFACES WHEREVER REQUIRED. THESE SURFACES SHALL BE ALIGNED AND SANDED SMOOTH. ALL WORK SHALL BE ERECTED AND INSTALLED PLUMB, LEVEL, SQUARE AND TRUE, AND IN PROPER ALIGNMENT.
- G. VERIFY POSITIONS OF EXISTING COLUMNS TO BE LOCATED WITHIN NEW WALL CONSTRUCTION AND NOTIFY ARCHITECT OF DISCREPANCIES.
- H. MAINTAIN ALL EXISTING RATED CONSTRUCTION UNLESS OTHERWISE NOTED ON PLANS. PATCH AND REPAIR AS REQUIRED TO INSURE INTEGRITY OF EXISTING FIRE RATINGS.
- I. FINISH FACES SHALL ALIGN AT JUNCTION OF NEW AND EXISTING CONSTRUCTION U.O.N.
- J. CONTRACTOR SHALL PROVIDE MOISTURE RESISTANT GYP. BD. IN BATHROOMS AS NOTED. SHOWER AREAS EXPOSED TO GREATER CONCENTRATIONS OF MOISTURE TO RECEIVE TILE BACKER BOARD.
- K. PARTITIONS/EXTERIOR WALLS PATCH/REPAIR GYP. BD. AS NECESSARY. (TAPE, MUD, SAND TO LEVEL 4 FINISH). PATCH AND SKIM BASE OF WALLS WHERE BASE IS REMOVED. PREPARE FOR (N) FINISHES.
- L. CONTRACTOR SHALL COORDINATE ALL WORK WITH MECHANICAL, ELECTRICAL AND PLUMBING DRAWINGS, AND REPORT TO ARCHITECT OR BUILDING OWNERS REPRESENTATIVE FOR ANY DISCREPANCIES FOR CORRECTIONS OR ADJUSTMENTS. NO ALLOWANCE WILL BE MADE FOR INCREASED COSTS INCURRED DUE TO LACK OF PROPER COORDINATION.
- M. CONTRACTOR TO FIELD VERIFY ALL (E) DOORS & LOCKS PRIOR TO ANY CONSTRUCTION. ALL LOCKING DEVICES SHALL BE REPLACED AS REQD. TO MATCH TENANT MASTER LOCKING SYSTEM.
- N. PROVIDE SOLID BACKING FOR ALL WALL MOUNTED EQUIPMENT AND/OR ACCESSORIES. EXACT LOCATION TO BE DETERMINED PER EQUIPMENT/ACCESSORIES. CONTRACTOR & SUB-CONTRACTORS SHALL FIELD VERIFY, COORDINATE & OBTAIN APPROVAL FROM ARCHITECT & TENANT PRIOR TO CONSTRUCTION. SEE STRUCTURAL DRAWINGS FOR ALL SIZING, ANCHORAGE AND ASSOCIATED STRUCTURAL WORK.
- O. ALL NEW WALLS SHALL HAVE SOUND ATTENUATING BATT INSULATION, U.O.N.

KEYNOTES

- 1. NEW INTERIOR IMPROVEMENTS UNDER SEPARATE T.I. PERMIT.
- 2. (E) MECHANICAL EQUIPMENT TO REMAIN.
- 3. NEW ALUM. FOLDING GLASS DOOR SYSTEM. COLOR TO MATCH (E) WINDOWS.
- 4. NEW OUTDOOR SPACE. SEE LANDSCAPE DRAWINGS.
- 5. NEW WOOD FENCE. SEE LANDSCAPE DRAWINGS.
- 6. NEW EXTERIOR H.M. DOORS AND FRAMES TO MATCH (E) STANDARD.
- 7. NEW STOREFRONT DOOR.
- 8. NEW PAINTED H.M. DOOR.
- 9. (E) SIDING WITH NEW PAINT.
- 10. NEW FLURRED OUT WALL WITH CLEAR STAINED TAG CEDAR SIDING.
- 11. NEW BLACKENED STEEL SIGN WITH BRUSHED 5.5. LETTERS RECESSED IN WALL.
- 12. (E) ELECTRICAL CLOSET.
- 13. NEW DECK. SEE LANDSCAPE DRAWINGS.
- 14. NEW HARDSCAPE. SEE LANDSCAPE DRAWINGS.
- 15. NEW METAL GUARDRAIL. SEE LANDSCAPE DRAWINGS.

LEGEND

- NEW WALL CONSTRUCTION
- NEW DOOR AND FRAME

209 BASSETT ST. SUITE 250
SAN JOSE, CA 95110
T408.283.0100



PROJECT ADDRESS

2732 SANDHILL ROAD
MENLO PARK, CA 94025

FITNESS CENTER EXTERIOR IMPROVEMENTS FOR
DIVCOWEST

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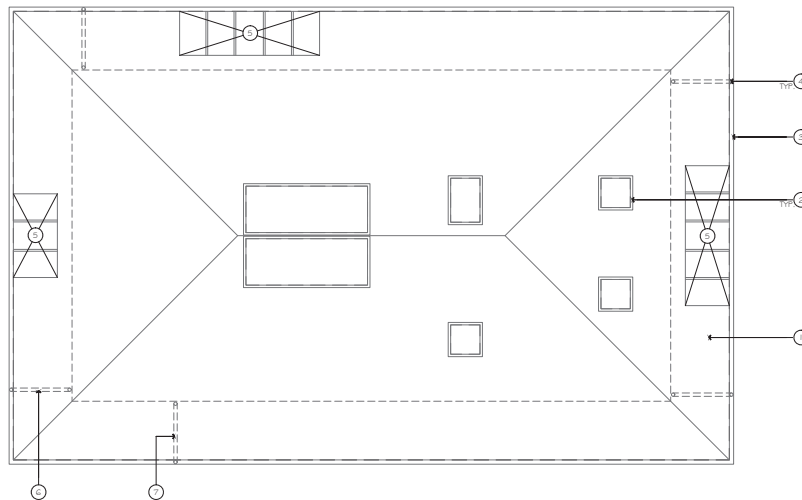
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SCALE	AS SHOWN
PROJECT ID	2022.057
DRAWN BY	MMFS

PROPOSED FLOOR PLAN

SHEET TITLE

SHEET NO.

AP2.1



1. ROOF PLAN - EXISTING

SCALE: 1/8"=1'-0"



KEYNOTES

Indicated by  on the plan.

1. (E) ROOF TO REMAIN. REPAIR LEAKS AND REPLACE DAMAGED ROOF ELEMENTS AS REQUIRED.
2. (E) SKYLIGHTS TO REMAIN. PATCH AND REPAIR AS REQUIRED.
3. PAINT (E) FASCIA, PATCH AND REPAIR AS REQUIRED.
4. (E) DOWNSPOUT AND RAIN LEADER TO REMAIN.
5. OPEN ROOF WITH ROOF RAFTERS EXPOSED.
6. (E) DOWNSPOUT TO BE RELOCATED. SEE ELEVATIONS.
7. (E) RELOCATED OR NEW DOWNSPOUT LOCATION.

209 BASSETT ST. SUITE 200
SAN JOSE, CA 95110
T:408.283.0100

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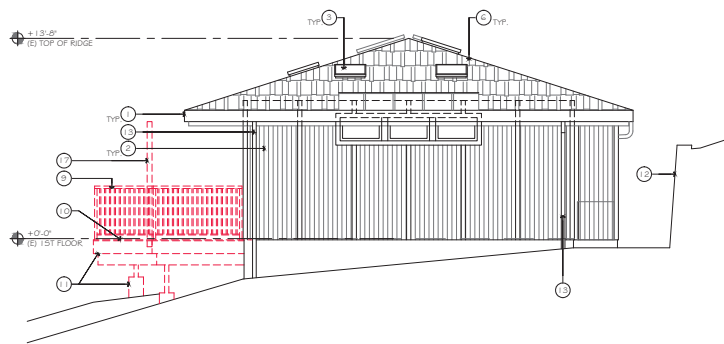
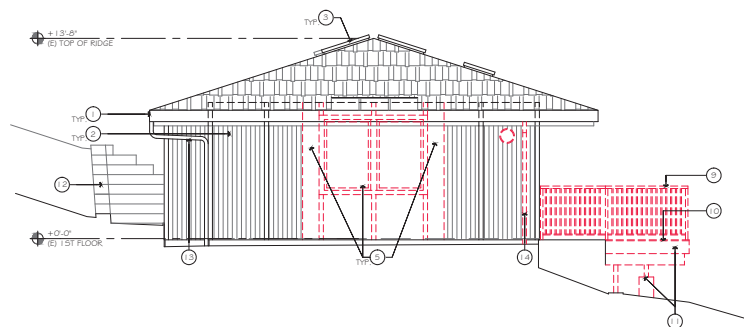
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ROOF PLAN

SHEET TITLE

SHEET NO.

AP2.2

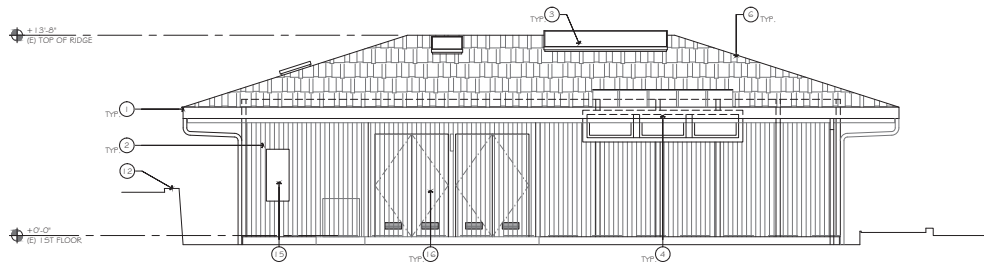


4. EXISTING LEFT / WEST ELEVATION

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

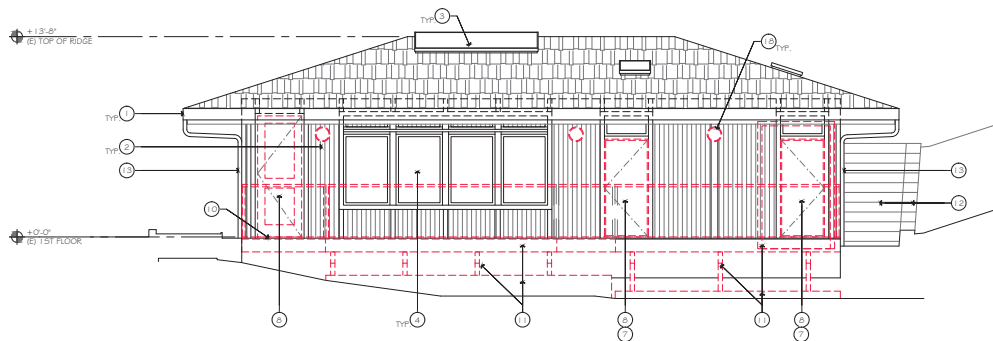
3. EXISTING RIGHT / EAST ELEVATION

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



2. EXISTING REAR / NORTH ELEVATION

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



1. EXISTING FRONT / SOUTH ELEVATION

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

KEYNOTES

Indicated by (1) on the plan.

1. (E) ROOF OVERHANG TO REMAIN. PAINT (E) ROOF FASCIA.
2. (E) WOOD SIDING TO REMAIN. PROVIDE NEW PAINT.
3. (E) SKYLIGHT TO REMAIN.
4. (E) WINDOWS TO REMAIN.
5. REMOVE (E) WINDOWS, WD FRAMES, SILL AND PORTION OF (E) WALL.
6. (E) ROOF TO REMAIN. REPAIR LEAKS AND REPLACE DAMAGED ROOF ELEMENTS AS REQUIRED.
7. REMOVE (E) DOOR MOUNTED RESTROOM SIGNAGE.
8. REMOVE (E) DOOR, HARDWARE.
9. (E) GUARDRAIL TO BE REMOVED.
10. (E) WOOD DECKING TO BE REMOVED.
11. (E) WOOD FRAMING STRUCTURE AND FOOTING TO BE REMOVED.
12. (E) RETAINING WALL TO REMAIN.
13. (E) DOWNSPOUT TO REMAIN.
14. (E) DOWNSPOUT TO BE RELOCATED.
15. (E) ELECTRICAL PANEL.
16. (E) ELECTRICAL CLOSET DOOR.
17. (E) WOOD FENCE TO BE REMOVED.
18. (E) WALL MOUNTED LIGHT FIXTURES TO BE REMOVED.

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EXISTING EXTERIOR
ELEVATIONS

SHEET TITLE

SHEET NO.

AP3.0

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T 408.283.0100



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2732 SANDHILL ROAD
MENLO PARK, CA 94025

FITNESS CENTER EXTERIOR IMPROVEMENTS FOR
DIVCOWEST

KEYNOTES

Indicated by (N) on the plan.

1. PROVIDE (N) ALUMINUM FOLDING DOORS SYSTEM. COLOR TO MATCH (E) WINDOWS.
2. (N) DOOR AND WALL MOUNTED RESTROOM SIGNAGE TO MATCH CAMPUS BUILDING STANDARD.
3. PROVIDE NEW ALUM. BLACK ANODIZED STOREFRONT DOOR AND HARDWARE AT (E) OPENING.
4. (N) FURRED OUT WALL WITH CLEAR STAINED T&G CEDAR SIDING (FULL HT).
5. (N) 4'-0" X 1'-4" BLACKENED STEEL SIGN WITH BRUSHED 5.5. LETTERS RECESSED IN WALL.
6. RELOCATED DOWNSPOUT. PAINT TO MATCH TRIM AND SIDING.
7. (E) WOOD SIDING TO BE PAINTED.
8. NEW WALL MOUNTED LED LIGHT FIXTURE.
9. (E) ELECTRICAL PANEL. PAINT TO MATCH ADJACENT WALL COLOR.
10. (E) ELECTRICAL CLOSET DOORS PAINT TO MATCH ADJACENT WALL COLOR.
11. NEW METAL RAILING IN FRONT OF BUILDING AT EXTERIOR DECK (SHOWN DASHED). SEE LANDSCAPE DRAWINGS.
12. NEW WOOD DECK AND FRAMING. SEE LANDSCAPE DRAWINGS.

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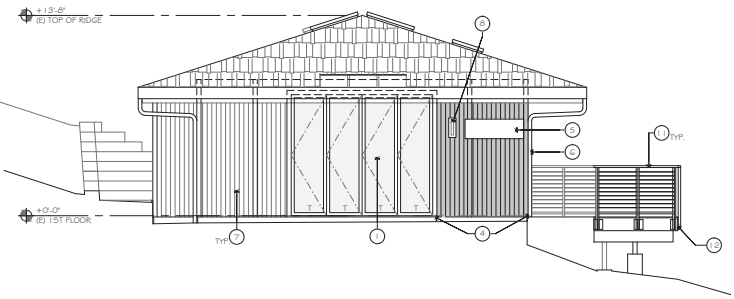
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PROPOSED EXTERIOR
ELEVATIONS

SHEET TITLE

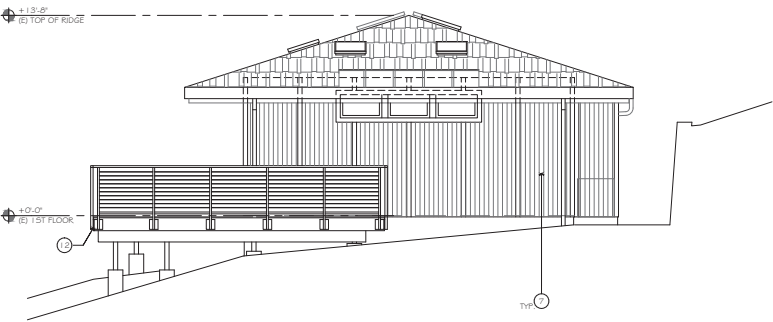
SHEET NO.

AP3.1



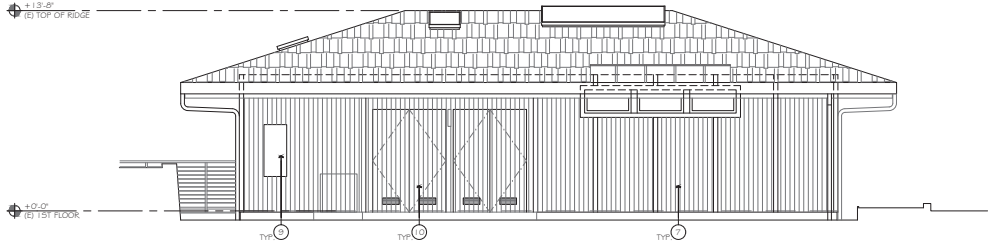
4. PROPOSED LEFT / WEST ELEVATION

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



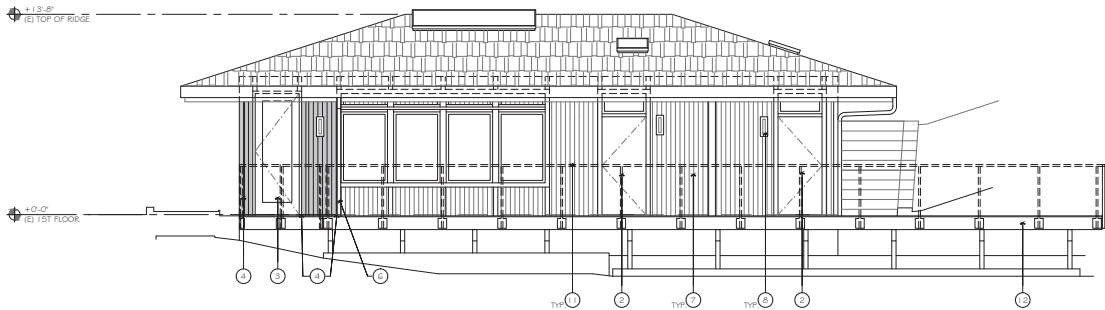
3. PROPOSED RIGHT / EAST ELEVATION

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



2. PROPOSED REAR / NORTH ELEVATION

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



1. PROPOSED FRONT / SOUTH ELEVATION

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



5. STOREFRONT DOOR



4. FOLDING GLASS DOOR



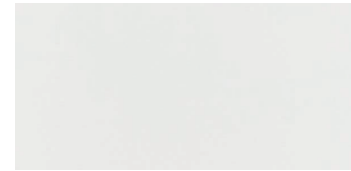
3. WALL SCONCE



2. CEDAR SIDING



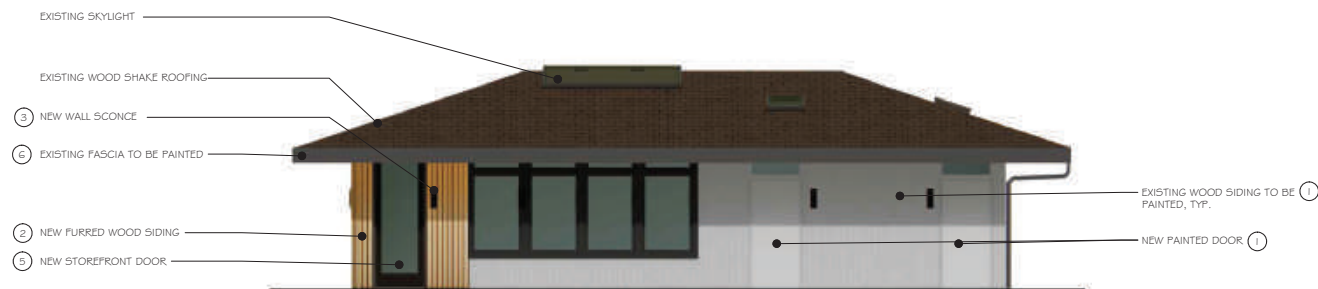
6. ACCENT PAINT
SHERWIN WILLIAMS 7061 NIGHT OWL



1. GENERAL PAINT
BENJAMIN MOORE OC-45 SWISS COFFEE



WEST ELEVATION - MATERIAL REFERENCE



SOUTH ELEVATION - MATERIAL REFERENCE

NOTE: FOR OUTDOOR DECKING AND RAILING
SEE LANDSCAPE MATERIAL SHEET L2.3

209 BASSETT ST. SUITE 200
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FITNESS CENTER EXTERIOR IMPROVEMENTS FOR

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MATERIAL BOARD

SHEET TITLE

SHEET NO.

AP5.0



March 13th, 2023

2700 Sand Hill Road Project Narrative

Overall Project Intent:

As tenants return to the office from the pandemic, it is now more important than ever to provide amenities that accelerate change and support a new kind of work and workforce. Office campuses are no longer receptacles for modes of work, but places that should encourage a sense of culture, community, focused endeavor and work-life balance. While 2700 Sand Hill Road is a flourishing and beautiful campus, there are areas that are longing for improvement that will both elevate the aesthetics of the campus while also providing safe, attractive and functional outdoor spaces for the use of the tenants. The area within the campus that has been determined most critical for improvement is the center of the campus that is currently a mulch covered slope that divides the campus in two, along with an underutilized parking area and inefficient drive isle. The intent of the improvements is to enhance the existing landscape area by expanding it into the parking lot and providing lookout areas and meandering walkways to better connect the campus and provide an improved pedestrian experience. This area is proposed to be coined "The Meadow". Connected to The Meadow is a small, existing fitness center that is proposed for improvements as well. We have reached out to the adjacent community via a typed letter stating the intents of the project and have received no negative feedback.

Since the initial submittal, we have updated the community outreach letter to include the proposed tree removal and sent that to the surrounding community and all tenants on 3/3/23.

The Meadow:

- Improvements Include:
 - The fitness center building is currently an under-utilized and under-whelming facility that has great potential for being an asset to tenants and promoting a healthy work environment. Divco is proposing to keep the building footprint as-is and provide a new storefront door, new exterior wood siding/paint, a new interior layout with lockers and improved fitness equipment and a new door to connect to an exterior patio for outdoor stretching, yoga and other fitness activities. The architectural elevation of the existing building will remain as-is, receiving new cladding to modernize and improve the aesthetic of the existing structure to remain. Other improvements include removal/replacement of existing concrete paving and landscape to be replaced with new hardscape and drought tolerant planting with drip irrigation per AB1881 requirements.
 - Per arborist recommendations, some heritage and non-heritage trees will be removed. We have been working with the City arborist to provide recommendations for removal and meeting mitigation requirements.
 - Two new 484 SF pedestrian shade structures are proposed to provide comfortable and function outdoor lookout areas.
 - Pedestrian LED site lighting is proposed.

If there are any additional questions or comments not addressed in the narrative above, there is additional information for building coverage, tree removal/replacement quantities, total property area, etc. on the Project Cover Sheet G0.01.

Sincerely,
Jackson Derler, PLA
Techcon / siTe

A handwritten signature in black ink, appearing to read "J. Derler", is positioned below the typed name.



Hello,

This note is to provide notice regarding an update to a proposed project at the 2700 Sand Hill Road campus. The map below shows the concept of the project, which entails a new landscaped area with two outdoor shade structures and a renovation of the existing gym. There are no new enclosed structures and only minimal tree removal is required. If you have any questions or concerns, please reach out to The Grove Property Management Office at thegrove@sandhillcollection.com.



LOCATION: 2700 Sand Hill Road	PROJECT NUMBER: PLN2022-00031	APPLICANT: Jackson Derler, Techcon	OWNER: 2700 2770 SH LLC
<p>PROJECT CONDITIONS:</p> <ol style="list-style-type: none"> 1. The architectural control permit shall be subject to the following standard conditions: <ol style="list-style-type: none"> a. Development of the project shall be substantially in conformance with the plans prepared by Studio G Architects, Inc. and siTe, consisting of 42 plan sheets, dated received May 1, 2023 and approved by the Planning Commission on June 5, 2023, 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. The applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project and in effect at the time of building permit issuance. d. Applicant shall keep the property in a clean and sanitary condition at all times, and maintain its site in a fashion that does not constitute a public nuisance and that does not violate any provision of the City of Menlo Park Municipal Code. e. The Project shall adhere to all ordinances, plans, regulations, and specifications of the City of Menlo Park and all applicable local, State, and Federal laws and regulations. f. 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. g. 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. h. 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. i. Heritage trees in the vicinity of the construction project shall be retained and/or protected pursuant to the Heritage Tree Ordinance and the Arborist Report and Tree Protection Report prepared by Tree Management Experts, dated November 17, 2022. Upon building permit application, all tree protection measures identified within the Arborist Report and Tree Protection Report shall be included as a sheet within the plan set and shall be adhered to. All conditions of approval associated with Heritage Tree Removal Permits 2023-00020 and 2023-00091 shall be adhered to. j. Prior to building permit issuance, the Applicant shall submit plans for construction parking management, construction staging, material storage and Traffic Control Handling Plan to be reviewed and approved by the City. The applicant shall secure adequate parking for any and all construction trades. 			

LOCATION: 2700 Sand Hill Road	PROJECT NUMBER: PLN2022-00031	APPLICANT: Jackson Derler, Techcon	OWNER: 2700 2770 SH LLC
PROJECT CONDITIONS: <ul style="list-style-type: none">k. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application.l. The applicant or permittee shall defend, indemnify, and hold harmless the City of Menlo Park or its agents, officers, and employees from any claim, action, or proceeding against the City of Menlo Park or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit, or land use approval; provided, however, that the applicant's or permittee's duty to so defend, indemnify, and hold harmless shall be subject to the City's promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City's full cooperation in the applicant's or permittee's defense of said claims, actions, or proceedings.m. Notice of Fees Protest – The applicant may protest any fees, dedications, reservations, or other exactions imposed by the City as part of the approval or as a condition of approval of this development. Per California Government Code 66020, this 90-day protest period has begun as of the date of the approval of this application.			



City of Menlo Park
Location Map
2700-2770 Sand Hill Road



Scale: 1:4,000

Drawn By: CC

Checked By: CDS

Date: 6/5/2023

Sheet: 1/1

Tree Management Experts

Consulting Arborists

3109 Sacramento Street
San Francisco, CA 94115

Member, American Society of Consulting Arborists
Certified Arborists, Tree Risk Assessment Qualified

cell 415.606.3610

email Roy@treemanagementexperts.com



Techcon Corp.
Attn: Jackson Derler

via email to jderler@techconcorp.com

RE: Meadow Landscape Improvements
2700-2770 Sand Hill Road
Menlo Park, CA 94025

Date: 11/17/22

ARBORIST REPORT and TREE PROTECTION REPORT

Arborist Report

- Locate all trees on a plan. Coordinate field locations with BKF's survey.
- Prepare an Arborist Report:
 - Visit the Project Site to evaluate all trees within the project limits and trees that overlap to be partly within the project limits.
 - Install tree tags and label tree sites on a plan or survey.
 - Determine tree health, viability and hazard potential.
 - Provide an evaluation of soil horticultural properties (physical, chemical and drainage) to typify the site at large and determine tree root depth. Site observations, testing and/or research of soil survey data may be utilized.
- Prepare an Arborist Report for Tree Protection for trees within areas that are impacted by construction. The Tree Protection Plan will include and reference the City specifications, but will be adapted to this project and may be expanded, as needed.

Background

The 2700 Sand Hill property hosts a multiple buildings that serve as commercial office space. The owners plan to remodel a portion of the property to change the landscaping and path layout, providing additional outdoor spaces for relaxation and meetings.

As the property is quite large and includes extensive smaller ornamental plantings, only trees within the proposed work zone were inventoried. Heritage trees are protected in Menlo Park and are defined as any tree larger than 15" DBH (diameter at breast height), native oak trees larger than 10" DBH, certain trees designated by the City Council, and multi-stemmed trees measuring larger than 15" diameter at the point where the stems merge. Tree Management Experts has been designated as the Project Arborist for purposes of redevelopment of this site.

Tree Management Experts

Consulting Arborists

3109 Sacramento Street
San Francisco, CA 94115

Member, American Society of Consulting Arborists
Certified Arborists, Tree Risk Assessment Qualified

cell 415.606.3610

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We conducted a complete Tree Inventory of the property in November of 2020 and updated our data on the trees within the scope of work with a site visit on November 5, 2021. During the initial inventory many of the trees were tagged to aid in the planned work in the project area, others were simply inventoried and located with GPS in the field and assigned a Tree Number. So, there are two numbering systems, all trees on site have a Tree Number, but some do not have Tag Numbers. We conducted a follow-up inspection on November 14, 2022 to update tree diameters, condition, and appraisal data.

The following documents were reviewed for this report:

- The Landscape Conceptual Plans dated September 16, 2021, prepared by Hart Howerton.
- A Preliminary Grading/Drainage and Utility Plan (C1.0) dated September 13, 2021 prepared by BKF Engineers.
- An Impervious – Pervious Areas Plan (C2.0) dated September 13, 2021 prepared by BKF Engineers.

Observations

The area within the project site currently hosts a parking lot, a driveway with parking, a slope connecting the two and various landscaped areas. The area has been landscaped to preserve remnant native oak woodland, with ornamental hedges and trees, Aleppo Pines (*Pinus halepensis*), and Coast Redwoods (*Sequoia sempervirens*) planted throughout.

The largest trees on and adjacent to the site are the Aleppo Pines. As is typical for mature trees of the species, they have large spreading crowns. The limb structure is over-extended and end-heavy, where the majority of the interior foliage has been stripped out. In addition, these trees have large bark inclusions, basal, defects, and weak attachments.

The smaller native oaks on site are generally in good condition. The large native oaks on the east side of the property have suffered from previous grading work to provide level spaces for parking and buildings. Some root collar excavation has been conducted, but additional work would be beneficial.

The Coast Redwoods are generally in fair condition, they have not received sufficient irrigation during the recent drought, and with the amount of impermeable paving around them, they receive little natural precipitation.

The other ornamental trees on site are in varied condition, some are reaching the end of their lives and some are affected by disease issues.

A total of 55 trees were inventoried for this project. Of these trees, 30 were heritage trees. Two trees, #267 & #269, had been removed between our initial inspection and the follow-up inspection, leaving a total of 53 trees. Each tree was assigned a number that corresponds to those used on the Landscape Site Plan and the tree tags affixed to the trees in the field. The

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data for tree identification, defects, and recommendations are listed in the attached data table.

Site and Soil Conditions

The site appears to have characteristic Accelerator-Fagan-Urban loam to clay-loam soil that is reasonably undisturbed, except where buildings and hardscaping have been built. Characteristic loam to clay loam soils in this area are well drained, percolate water at a moderate speed with high runoff and are fairly deep (29-41 in). Rock outcroppings exist on the upper part of the site and indicate fairly shallow soils in that area.

When this soil is wet, equipment cannot be operated within any TPZ area without causing a separation of coarse particles from fine particles, a process that causes compaction and formation of layers, and destroys the natural soil pore space and thus horticultural properties of the soil.

Discussion

Planned work will require the removal of several smaller trees to accommodate planned hardscape improvements. Work will either take place within the footprint of these trees or intrude too far into their root zone making retaining them impossible.

In addition, planned work will intrude into the root zone of several larger trees and will result in root losses that would destabilize the trees, making them hazards. Our re-inspection also included a Basic Tree Risk Assessment for the trees within the work zone, as the planned change in use patterns will influence the risk rating of the individual trees. As a result, two heritage trees (#261 & #265) are recommended for removal as a result of being high risk trees.

The Aleppo Pines on site have been poorly cared for in the past, resulting in them having multiple weak, codominant attachments with included bark and long-overextended branches from which the interior foliage has been stripped. This means that little can be done to reduce the risk of failure of these stems, as there are not effective limbs to which reduction cuts can be made. Where it would be effective, cabling has been recommended.

The native oaks on site can be effectively managed with regular maintenance pruning and structural pruning. Additional root collar excavation has been recommended for several trees.

The other ornamental trees on site likewise can be effectively managed using regular maintenance pruning and structural training.

Maintenance on the trees should be carried out per the attached data table, including the removal of 18 trees, 6 which are Heritage Trees and will require Tree Removal Permits.

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Two decks with tables are planned for the project, if the decks can be constructed using piers and beams with the only impacts below grade being the drilling of piers, with root buffers in place in the footprint of the decks, the damage to adjacent trees would be greatly reduced.

Heritage Trees for removal have been labeled by tying fluorescent yellow flagging tape going all the way around at least one stem of each tree. This flagging may have been removed in the intervening time since our inspection.

All trees within the work area were appraised. Tree appraisals were carried out using the Trunk Formula Technique from the *Guide for Plant Appraisal* (10th ed.), also according to industry standards. These appraisals do not include removal/treatment, replacement, or aftercare costs, as this would require damage to have occurred and a mitigation method to be determined (as found in Functional Replacement, Repair, or Reproduction Methods). As no damage or casualty has occurred, only the depreciated reproduction cost for each tree was used to determine the appraised value. Base values for replacement were drawn from the *Western Chapter ISA: Species Classification and Group Assignments* (2004) with inflation adjustments for costs applied. Once mitigation for a specific casualty is determined, the additional costs of that treatment could be added to a tree's appraised value.

Menlo Park only requires appraisal for Heritage Trees within Development Projects, so the Appraisal Values for non-Heritage Trees are not displayed in the main Tree Data Table but are provided in the calculations page for reference.

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Tree Protection

Project Arborist & Periodic Inspections

PROJECT ARBORIST

The Project Arborists for this project shall be:

Tree Management Experts
MP Business License No: 71214

Name	ISA Cert. #	Phone #
Aaron Wang	MW-5597A	847.630.3599
Roy C. Leggitt, III	WE-0564A	415.606.3610

MONTHLY INSPECTIONS

The Project Arborist shall make periodic inspections on a not less than four-week interval to assess and monitor the effectiveness of the Tree Protection Plan and to provide recommendations for any additional care or treatment.

REPORTING REQUIREMENTS

Any damage to trees due to construction activities shall be reported to the Project Arborist or City Arborist within six hours so that remedial action can be taken. The Project Arborist shall be responsible for the preservation of the designated trees. Should the builder fail to follow the tree protection specifications, it shall be the responsibility of the Project Arborist to report the matter to the City Arborist as an issue of non-compliance.

In addition, after each construction monitoring visit, the Project Arborist shall provide a follow-up letter to the city with an assessment of the severity of impacts and confirming whether mitigation has been completed to specification. If the Project Arborist determines that the structural integrity of the trees has been compromised or the long-term viability of the trees has been compromised, then the trees should be removed and appropriate mitigation should be provided.

Any tree on site protected by the Menlo Park Municipal Code will require replacement according to its appraised value if it is damaged beyond repair as a result of construction activities.

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Construction Procedures

PROHIBITED ACTIVITIES

Do Not:

- a. Allow run off of spillage of damaging materials into the area below any tree canopy.
- b. Store materials, stockpile soil, or park or drive vehicles within the TPZ.
- c. Cut, break, skin, or bruise roots, branches, or trunks without first obtaining authorization from the City Arborist.
- d. Allow fires under and adjacent to trees.
- e. Discharge engine exhaust into foliage.
- f. Secure cable, chain, or rope to trees or shrubs.
- g. Trench, dig, or otherwise excavate within the dripline or TPZ of the tree(s) without first obtaining authorization from the City Arborist.
- h. Apply soil sterilants under pavement near existing trees.

DEMOLITION

All tree protective fencing, root buffers, and mulch must be in place prior to demolition. Refer to specific sections below for proper installation of each of these items.

At no time is any wheeled equipment or an excavator allowed to enter or cross over TPZ areas, except where a temporary root buffer has been installed. Use of a tracked Bobcat® or similar loader may be permitted within TPZ areas only on required root buffers, within the footprint of existing structures, or when the Project Arborist is on site to determine appropriate access points and to monitor soil and root conditions. Larger equipment shall not enter the TPZ under any circumstances.

FOUNDATION PERIMETER CONSTRUCTION

Foundation perimeter construction within TPZ areas must be done with tree protective fencing, root buffers, and mulch in place at all times. Equipment must remain within the new building footprints, on required root buffers or outside TPZ areas. The Project Arborist must be on site during any excavation activities within TPZ areas.

PATHWAY CONSTRUCTION

Because proposed pathways pass through TPZ areas of the property, any clearing of organic material from the surface, placement of base rock and forming activities for driveway within three (3) feet of depth from current grade must be done under the direction of the Project Arborist. The exception to this is for work within the existing width and depth of the existing roadbed or other paving.

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STAGING AREAS

Staging areas are available outside of TPZ areas throughout the site. Storing and staging within TPZ areas can only be done on top of a required root buffer and with proper trunk protection, as specified in this report.

BACKFILL AND FILL SOIL

Within TPZ areas, all backfill and fill soil shall be comprised of clean native topsoil. Soil must be placed without tamping, vibration, rolling, saturating or otherwise causing compaction that exceeds 85 percent. No fill soil movement or placement may be done during wet soil conditions. Do not place, store or stage any fill soil within TPZ areas, except where backfilling against the construction perimeter.

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Tree Protection Measures

Tree Protection Implementation Methods

To implement tree protection measures effectively, fences shall enclose the areas outlined on the attached site plan markup. It is recommended that fence posts be installed first, then place mulch and root buffers according to layout. Where tree canopies are contiguous, fencing may enclose multiple trees.

Surface installations such as root buffers and mulch must be installed in appropriate locations between areas identified by fence posts.

Following surface installations, chain link fencing must be strung tightly and closed off at all locations.

Tree Protection Measures for All Areas

TREE PROTECTIVE FENCING AND WARNING SIGNS

Placement: fence installation lines shall enclose the areas outlined on the attached site plan markup. For non-heritage trees to be retained on site, fencing will enclose the dripline or a circle 10x the tree diameter in radius, whichever is greater, to be adjusted as necessary and replaced with root buffers to accommodate construction activities.

Type and Size: 6-foot high chain link fencing shall be placed on 2-inch tubular galvanized iron posts driven a minimum of 2 feet into undisturbed soil and spaced not more than 10 feet on center. Where temporary access may be necessary, as approved by the City Arborist or Project Arborist, fences may be set on concrete blocks and appropriate root buffers, as described below, shall be installed. Under no circumstances may a fence be moved closer than 2 feet from the base of a tree.

Duration: Tree fencing shall be erected prior to any demolition activity, or once planned pavement removal is completed. It shall remain in place for the duration of the project until the landscaping phase, when it may be replaced with root buffers in designated haul routes, as outlined below.

'Warning' Signs: 'Warning' signs shall be posted on Tree Protective Fencing not more than every 20 feet stating "WARNING – *Tree Protective Zone* – This fence shall not be removed"

TRUNK WRAP

Where root buffers are installed in lieu of Tree Protective Fencing, and where construction may affect the stems or branches of a tree, the trunks of trees shall be protected with one of the following methods:

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Option 1: Planking: The trunk should be wrapped with a minimum of 4 layers of orange plastic snow fencing, then a layer of 2X4 planks set on end, edge-to-edge and wrapped with a minimum of 4 additional layers of orange plastic snow fencing. Do not nail the planks to the trunk.

Option 2: Straw wattle wrap: This method may be easier to install on multi-trunk trees. Wrap at least the lower 6 feet of the trunk with straw wattles and secure with a layer of orange plastic snow fencing.

MULCH

Placement: All areas enclosed by Tree Protective Fencing shall have a 6-inch deep layer of mulch applied, leaving a 12-inch distance around each tree trunk free of mulch.

Type and Size: Mulch material shall be 2-inch unpainted, untreated wood chip mulch or an approved equal.

Duration: Mulch shall be placed in all designated areas prior to any demolition or construction activity and shall be renewed or added to as necessary to maintain the mulch layer.

ROOT BUFFER

Placement: A temporary protective Root Buffer must be installed before any driving, storing or staging takes place within any TPZ areas. Root buffers should be placed as delineated in the attached site plan markup.

Type and Size: The Root Buffer shall consist of a base course of tree chips spread over each designated area to a minimum depth of 6 inches. In some cases, it may further stabilize the tree chips to place a cap of a base course of 3/4-inch quarry gravel. The root buffer must be covered with a minimum 3/4-inch or thicker layer of plywood. The plywood cap may be secured with clips to join the sheets. Additional wood chips may be added periodically upon the recommendation of the Project Arborist following monthly inspections.

Duration: All Root Buffers shall remain in place for the duration of the project. Additional root buffers must be installed to serve a haul paths during the landscaping phase as described below.

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Construction Impact Mitigation

GRADE CHANGES

Grading changes shall not exceed 4 inches of depth in cuts, or 4 inches of depth in fill where such grade changes are within Tree Protection Zones except as approved by the City Arborist or Project Arborist or as part of planned grading. Where possible, grading plans should be adjusted to minimize both cut and fill in the TPZs of tree to be retained.

UTILITY TRENCHING

If any utility trenches must be excavated through any TPZ area or within 10 trunk diameters from any tree, either directional boring not less than 3 feet below grade or Air-spade® (or equivalent) excavation is required.

When roots are encountered during excavation outside of this area, any roots under 2" in diameter shall be cleanly severed by hand across the cross-section using bypass pruners or a saw with a pruning blade.

Whenever roots larger than 2" in diameter are encountered, they shall be reported immediately to the Project Arborist who shall determine whether they can be cut or must be left in situ and excavated around using hand or compressed air techniques. Removal of larger roots may result in a hazardous tree and would require removal of a tree, and this can only be determined by having the Project Arborist inspect larger roots.

If roots are left in place they must be protected with dampened burlap. Trenches that must remain open for more than 24 hours shall be lined on the side adjacent to trees with four layers of dampened, untreated burlap, being rewetted as often as necessary to keep the burlap wet.

FOUNDATION CONSTRUCTION

Foundation construction will cause root impacts from perimeter footing excavation along the perimeter of the new building. Root losses are anticipated for trees in these areas. The following mitigation is required:

Excavation

All excavation within the TPZ shall be done by hand or compressed air, no machine trenching in TPZ areas will be permitted until excavation has reached a depth below active root growth, in most cases three (3) feet. Over-excavation cutbacks should be avoided in favor of shoring the side of excavations.

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All roots encountered of any size whatsoever shall be cleanly severed by hand across the cross-section using bypass pruners or a saw with a pruning blade at the excavation perimeter. Excavation within the TPZ shall be performed under the direction of the Project Arborist. Trenches that must remain open for more than 24 hours shall be lined on the side adjacent to trees with four layers of dampened, untreated burlap, being rewetted as often as necessary to keep the burlap wet.

Excavation Tailings

All tailings derived from excavation of the perimeter footings shall be immediately placed within the confines of the perimeter foundation, or outside all TPZ areas. No tailings shall be stockpiled, abandoned or allowed to remain overnight in any TPZ area even where a root buffer is in place.

Soil Fracturing

All inadvertent compaction of soil within any TPZ shall be loosened by soil fracturing with Air-spade® (or equivalent) excavation equipment subsequent to all equipment access needs.

LANDSCAPING PHASE ACCESS

Required root buffers and tree protective fencing must stay in place until all hardscaping and construction work is complete. Once the Landscaping phase begins, fencing may be removed as necessary for access, and some root buffers may also be removed at the discretion of the project arborist. However, trunk protection must be installed for any exposed trees and haul/access routes must be designated, protected with a root buffer, and adhered to for transporting sod, plant material and other landscaping materials. This is in order to avoid undue compaction from the repeated use of access routes.

Construction Impacts and Mitigation – tree by tree

There are no impacts to trees not shown on plans.

Tree 258 Tag #258

Potential impacts are minor root losses due to parking lot modifications.

Mitigation will require a root buffer along the edge of construction.

Tree 259 Tag #259

Potential impacts are root losses due to grading and excavation for a new pathway, landscape plantings and irrigation.

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Irrigation should not be installed within the TPZ of this or any native oak.

Demolition and construction activities that will occur within the tree protection zone for this tree are minimal. Landscape activities need to preserve soil grades, particularly at and around the root collar.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Mitigation will require a root buffer along the edge of construction and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

Tree 260 Tag #260

This tree will be removed due to planned work conflicts.

Tree 261 Tag #261

This tree will be removed due to planned work conflicts and because the new use patterns will result in its risk rating being High and impossible to effectively mitigate.

Tree 262 Tag #262

This tree will be removed due to planned work conflicts.

Tree 263 Tag #263

Potential impacts are root losses due to grading and excavation for a new stairway, installation of new flat work (sidewalks), landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are demolition of the existing sidewalks, curbs and retaining walls, and the installation of new retaining wall and stairway, new landscape plantings and irrigation.

This work will require that demolition with heavy equipment be completed from outside the tree protection zone, or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

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Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition work will require supervision by the Project Arborist. The Project Arborist must be on site during demolition, excavation and root pruning activities.

Mitigation will require a root buffer along the edge of construction and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Tree 264 Tag #264

Potential impacts are root losses due to grading and excavation for a new deck, installation of new flat work (sidewalks), landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are demolition of the existing sidewalks, curbs and retaining walls, and the installation of new retaining wall and stairway, new landscape plantings and irrigation.

This work will require that demolition with heavy equipment be completed from outside the tree protection zone, or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition work will require supervision by the Project Arborist. The Project Arborist must be on site during demolition, excavation, and root pruning activities.

Mitigation will require a root buffer along the edge of construction and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

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Tree 265 Tag #265

This tree will be removed because the new use patterns will result in its risk rating being High and impossible to effectively mitigate.

Tree 266 Tag #266

This tree will be removed due to planned work conflicts.

Tree 268 Tag #268

This tree will be removed due to planned work conflicts.

Tree 270 Tag #270

This tree will be removed due to planned work conflicts.

Tree 271 Tag #271

Potential impacts are root losses due to grading and excavation for a new deck, installation of new flat work (sidewalks), landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are demolition of the existing sidewalks, curbs and retaining walls, and the installation of new retaining wall and stairway, new landscape plantings and irrigation.

This work will require that demolition with heavy equipment be completed from outside the tree protection zone, or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition work will require supervision by the Project Arborist. The Project Arborist must be on site during demolition, excavation, and root pruning activities.

Mitigation will require a root buffer along the edge of construction and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

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Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Tree 272 Tag #272

This tree will be removed due to planned work conflicts.

Tree 273 Tag #273

This tree will be removed due to planned work conflicts.

Tree 274 Tag #274

Potential impacts are root losses due to grading and excavation new curb for the parking area, installation of new flat work (pathway) and curb walls, landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are demolition of the existing parking area asphalt, curbs and curb walls, and the installation of new asphalt, curb walls, grading to replace current terraced design, new landscape plantings, and irrigation.

This work will require that demolition with heavy equipment be completed from outside the tree protection zone, on top of existing pavement or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition work will require supervision by the Project Arborist. The Project Arborist must be on site during demolition, excavation and root pruning activities. The root investigation and root pruning activities are required for a looping portion of the planned path area that encircles most of the tree.

Mitigation will require a root buffer along the edge of construction, a trunk wrap to armor the trunk against impacts and tree protective fencing once demolition has removed extant pavement, and will require root pruning per the Project Arborist during excavation.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

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Tree 275 Tag #275

Potential impacts are root losses due to grading and excavation new curb for the parking area, installation of new flat work (pathway) and curb walls, landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are demolition of the existing parking area asphalt, curbs and curb walls, and the installation of new asphalt, curb walls, grading to replace current terraced design, new landscape plantings, and irrigation.

This work will require that demolition with heavy equipment be completed from outside the tree protection zone, on top of existing pavement or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition work will require supervision by the Project Arborist. The Project Arborist must be on site during demolition, excavation and root pruning activities. The root investigation and root pruning activities are required for a looping portion of the planned path area that encircles most of the tree.

Mitigation will require a root buffer along the edge of construction, a trunk wrap to armor the trunk against impacts and tree protective fencing once demolition has removed extant pavement, and will require root pruning per the Project Arborist during excavation.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Tree 276 Tag #276

Potential impacts are minor root losses due to parking lot modifications.

Demolition and construction activities that will occur within the tree protection zone for this tree are the demolition of the existing asphalt and curb, and installation of a new configuration of asphalt and curb. This work will be atop old pavement grade and is therefore anticipated to not contain any roots from Tree 276. There are no significant impacts expected.

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This work will not require supervision by the Project Arborist. The work will not be likely to affect the tree in any significant way.

Mitigation will require a root buffer along the edge of construction and trunk wrap prior to demolition.

Tree 277 Tag #277

Potential impacts are root losses due to grading and excavation new curb for the parking area, installation of new flat work (pathway) and curb walls, landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are demolition of the existing parking area asphalt, curbs and curb walls, and the installation of new asphalt, curb walls, grading to replace current terraced design, new landscape plantings, and irrigation.

This work will require that demolition with heavy equipment be completed from outside the tree protection zone, on top of existing pavement or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition work will require supervision by the Project Arborist. The Project Arborist must be on site during demolition, excavation and root pruning activities. The root investigation and root pruning activities are required for a looping portion of the planned path area that encircles most of the tree.

Mitigation will require a root buffer along the edge of construction, a trunk wrap to armor the trunk against impacts and tree protective fencing once demolition has removed extant pavement, and will require root pruning per the Project Arborist during excavation.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Tree 278 Tag #278

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fax 415.921.7711

email Roy@treemanagementexperts.com

Potential impacts are root losses due to grading, installation of new flat work (pathway), landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are demolition of the existing parking area asphalt, curbs and curb walls, and the installation of new pathways, grading to replace current terraced design, new landscape plantings, and irrigation.

This work will require that demolition with heavy equipment be completed from outside the tree protection zone, on top of existing pavement or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition work will require supervision by the Project Arborist. The Project Arborist must be on site during demolition, excavation and root pruning activities. The root investigation and root pruning activities are required for a looping portion of the planned path area that encircles most of the tree.

Mitigation will require a root buffer along the edge of construction, a trunk wrap to armor the trunk against impacts and tree protective fencing once demolition has removed extant pavement, and will require root pruning per the Project Arborist during excavation.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Tree 279 Tag #279

Potential impacts are root losses due to grading and excavation new curb for the parking area, installation of new flat work (pathway) and curb walls, landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are demolition of the existing parking area asphalt, curbs and curb walls, and the installation of new pathways, grading to replace current terraced design, new landscape plantings, and irrigation.

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This work will require that demolition with heavy equipment be completed from outside the tree protection zone, on top of existing pavement or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition work will require supervision by the Project Arborist. The Project Arborist must be on site during demolition, excavation and root pruning activities. The root investigation and root pruning activities are required for a looping portion of the planned path area that encircles most of the tree.

Mitigation will require a root buffer along the edge of construction, a trunk wrap to armor the trunk against impacts and tree protective fencing once demolition has removed extant pavement, and will require root pruning per the Project Arborist during excavation.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Tree 280 Tag #280

Potential impacts are minor root losses due to parking lot modifications.

Demolition and construction activities that will occur within the tree protection zone for this tree are excavation and installation of new curb walls, new landscape plantings and irrigation.

This work will require that excavation with heavy equipment be completed from outside the tree protection zone, or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar

Irrigation should not be installed within the TPZ of this or any native oak.

Excavation work will require supervision by the Project Arborist. The Project Arborist must be on site during excavation and root pruning activities. The root investigation and root pruning activities are required within the TPZ.

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Mitigation will require a root buffer along the edge of construction and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Tree 281 Tag #281

Potential impacts are root losses due to grading and excavation for a new pathway, landscape plantings and irrigation.

Irrigation should not be installed within the TPZ of this or any native oak.

Demolition and construction activities that will occur within the tree protection zone for this tree are minimal. Landscape activities need to preserve soil grades, particularly at and around the root collar.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Tree 282 Tag #282

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

Tree 283 Tag #283

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

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Tree 366 Tag #366

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

Tree 367 Tag #367

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

Tree 368 Tag #368

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

Tree 369 Tag #369

Potential impacts are root losses due to grading and excavation for a new pathway, landscape plantings and irrigation.

Irrigation should not be installed within the TPZ of this or any native oak.

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Demolition and construction activities that will occur within the tree protection zone for this tree are minimal. Landscape activities need to preserve soil grades, particularly at and around the root collar.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Mitigation will require a root buffer along the edge of construction and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

Tree 370 Tag #370

This tree will be removed because it has poor structure. There are sufficient replacements adjacent to it.

Tree 371 Tag #371

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

Tree 372 Tag #372

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

Tree 373 Tag #373

This tree will be removed due to planned work conflicts.

Tree 374 Tag #374

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This tree will be removed due to planned work conflicts.

Tree 375 Tag #375

This tree will be removed due to planned work conflicts.

Tree 376 Tag #376

Potential impacts are root losses due to grading and excavation, installation of new flat work (sidewalks), landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are demolition of the existing sidewalks, curbs and retaining walls, and the installation of new flatwork, new landscape plantings and irrigation.

This work will require that demolition with heavy equipment be completed from outside the tree protection zone, or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar.

Irrigation should not be installed within the TPZ of this or any native oak.

Demolition work will require supervision by the Project Arborist. The Project Arborist must be on site during demolition, excavation and root pruning activities.

Mitigation will require a root buffer along the edge of construction and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Tree 377 Tag #377

Potential impacts are root losses due to grading and excavation for a new stairway, installation of new flat work (sidewalks), landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are demolition of the existing sidewalks, curbs and retaining walls, and the installation of new stairway, new landscape plantings and irrigation.

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This work will require that demolition with heavy equipment be completed from outside the tree protection zone, or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition work will require supervision by the Project Arborist. The Project Arborist must be on site during demolition, excavation and root pruning activities.

Mitigation will require a root buffer along the edge of construction and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Tree 378 Tag #378

Potential impacts are root losses due to grading and excavation for a new deck, installation of new flat work (sidewalks), landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are demolition of the existing sidewalks, curbs and retaining walls, and the installation of new retaining wall and stairway, new landscape plantings and irrigation.

This work will require that demolition with heavy equipment be completed from outside the tree protection zone, or all work must be done by hand. Roots must be identified by hand digging and cut cleanly with a sharp tool.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition work will require supervision by the Project Arborist. The Project Arborist must be on site during demolition, excavation, and root pruning activities.

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Mitigation will require a root buffer along the edge of construction and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Tree 379 No Tag

Potential impacts are root losses due to demolition of existing curbs and asphalt, landscape plantings and irrigation.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition and construction activities that will occur within the tree protection zone for this tree are minimal.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Mitigation will require tree protective fencing prior to demolition.

Tree 380 No Tag

Potential impacts are root losses due to demolition of existing curbs and asphalt, landscape plantings and irrigation.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition and construction activities that will occur within the tree protection zone for this tree are minimal.

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Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Mitigation will require tree protective fencing prior to demolition.

Tree 381 No Tag

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

Tree 388 No Tag

Potential impacts are root losses due to demolition of existing curbs and asphalt, landscape plantings and irrigation.

Landscape activities need to preserve soil grades, particularly at and around the root collar. Irrigation trenching will be limited to making connections to valve assemblies. Irrigation lines will be surface mounted drip irrigation tubing.

Irrigation work will not require supervision by the Project Arborist. Work should be done under the supervision of the landscape contractor. Mitigation work will only be required if the root collar is buried.

Demolition and construction activities that will occur within the tree protection zone for this tree are minimal.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Mitigation will require tree protective fencing prior to demolition.

Tree 389 No Tag

Potential impacts are minor root losses due to parking lot modifications, landscape plantings and irrigation.

Demolition and construction activities that will occur within the tree protection zone for this tree are the demolition of the existing asphalt and curb, and installation of a new

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configuration of asphalt and curb. This work will be atop old pavement grade and is therefore anticipated to not contain any roots from Tree 389. There are no significant impacts expected.

This work will not require supervision by the Project Arborist. The work will not be likely to affect the tree in any significant way.

Mitigation will require a root buffer along the edge of construction and trunk wrap prior to demolition.

Tree 390 No Tag

Potential impacts are minor root losses due to parking lot modifications.

Demolition and construction activities that will occur within the tree protection zone for this tree are the demolition of the existing asphalt and curb, and installation of a new configuration of asphalt and curb. This work will be atop old pavement grade and is therefore anticipated to not contain any roots from Tree 390. There are no significant impacts expected.

This work will not require supervision by the Project Arborist. The work will not be likely to affect the tree in any significant way.

Mitigation will require a root buffer along the edge of construction and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

Tree 391 No Tag

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

Tree 486 Tag #379

Potential impacts are passive uses.

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Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

Tree 487 Tag #380

Potential impacts are root losses due to grading and excavation for a new pathway, new flatwork (sidewalk), landscape plantings and irrigation.

Irrigation should not be installed within the TPZ of this or any native oak.

Demolition and construction activities that will occur within the tree protection zone for this tree are minimal. Landscape activities need to preserve soil grades, particularly at and around the root collar.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Mitigation will require a root buffer along the edge of construction, a trunk wrap, and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

Tree 488 Tag #381

Potential impacts are root losses due to grading and excavation for a new pathway, new flatwork (sidewalk), landscape plantings and irrigation.

Irrigation should not be installed within the TPZ of this or any native oak.

Demolition and construction activities that will occur within the tree protection zone for this tree are minimal. Landscape activities need to preserve soil grades, particularly at and around the root collar.

Pruning will require the Project Arborist. This work will be scheduled together with other tree service needs and is to be completed before construction commences.

Mitigation will require a root buffer along the edge of construction, a trunk wrap, and tree protective fencing prior to demolition, and will require root pruning per the Project Arborist during excavation.

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Tree 491 Tag #384

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

Tree 492 Tag #385

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

This work will not require supervision by the Project Arborist.

Mitigation will require tree protective fencing prior to demolition.

Tree 493 Tag #386

This tree will be removed due to poor tree health.

Tree 494 Tag #387

This tree will be removed due to poor tree health.

Tree 494 Tag #387

This tree will be removed due to poor (rootbound) planting stock.

Tree 491 Tag #384

Potential impacts are passive uses.

Demolition and construction activities that will occur within the tree protection zone for this tree are limited to passive access by materials and equipment. Tree protective fencing will exclude passive access.

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Mitigation will require tree protective fencing prior to demolition.

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Maintenance and Ongoing Care

Tree maintenance and ongoing care is necessary in preparation for construction, and throughout the entire timeline for construction. Anticipated needs include pruning and tree protection during landscape construction:

PRUNING

Pruning shall be done by a Certified Arborist in accordance with the current ANSI A300 Pruning Standards and International Society of Arboriculture (ISA) Best Management Practices.

Pruning shall be in accordance with that outlined in the data table.

IRRIGATION

Supplemental irrigation shall be applied to all trees that are anticipated to have root impacts as a result of construction impacts. However, summer irrigation of native oaks can predispose them to sudden oak death and fungal infections and should not occur under any circumstances. Winter precipitation may not be sufficient to support tree health and during this cooler periods, native oaks, especially those impacted by construction, may need to receive supplemental irrigation.

In cases where irrigation is deemed necessary it shall consist of 1 time per month during the irrigation season (usually March through September, depending on precipitation) in the amount of 10 gallons per inch of trunk diameter to be evenly applied within the dripline by standard gear driven sprinklers, inline drip tubing, or soaker hoses. The water flow should not cause runoff and should be adjusted to fully percolate into soil.

LANDSCAPING

Care must be exercised during landscape construction to avoid any trenches across existing TPZ areas. If sub-surface trenches must be installed, common trenches should be used and they should stay as far away from the trees as possible. A trench running along a radius line directly toward a tree is preferable to a cross trench.

Landscape construction plans are subject to review and comment by the Project Arborist. If extensive trenching is required, Air-spade® excavation may be required.

Care must be taken to keep mulch away from the base of all trees and other woody plants. Similarly, soil grades must be carefully monitored to keep excess soil from accumulating around the base of trees and shrubs.

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Assumptions and Limiting Conditions

1. Any legal description provided to the consultant is assumed to be correct. Title and ownership of all property considered are assumed to be good and marketable. No responsibility is assumed for matters legal in character. Any and all property is appraised or evaluated as though free and clear, under responsible ownership and competent management.
2. It is assumed that any property is not in violation of any applicable codes, ordinances, statutes or other governmental regulations.
3. Care has been taken to obtain all information from reliable sources. All data has been verified insofar as possible. The consultant can neither guarantee nor be responsible for the accuracy of information provided by others.
4. Various diagrams, sketches and photographs in this report are intended as visual aids and are not to scale, unless specifically stated as such on the drawing. These communication tools in no way substitute for nor should be construed as surveys, architectural or engineering drawings.
5. Loss or alteration of any part of this report invalidates the entire report.
6. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by any other than the person to whom it is addressed, without the prior written or verbal consent of the consultant.
7. This report is confidential and to be distributed only to the individual or entity to whom it is addressed. Any or all of the contents of this report may be conveyed to another party only with the express prior written or verbal consent of the consultant. Such limitations apply to the original report, a copy, facsimile, scanned image or digital version thereof.
8. This report represents the opinion of the consultant. In no way is the consultant's fee contingent upon a stipulated result, the occurrence of a subsequent event, nor upon any finding to be reported.
9. The consultant shall not be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services as described in the fee schedule, an agreement or a contract.
10. Information contained in this report reflects observations made only to those items described and only reflects the condition of those items at the time of the site visit. Furthermore, the inspection is limited to visual examination of items and elements at the site, unless expressly stated otherwise. There is no expressed or implied warranty or guarantee that problems or deficiencies of the plants or property inspected may not arise in the future.

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.

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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. An arborist 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 the trees.

Certification of Performance


I, Roy C. Leggitt, III, Certify:

- That we have inspected the trees and/or property evaluated in this report. We have stated findings accurately, insofar as the limitations of the Assignment and within the extent and context identified by this report;
- That we have no current or prospective interest in the vegetation or any real estate that is the subject of this report, and have no personal interest or bias with respect to the parties involved;
- That the analysis, opinions and conclusions stated herein are original and are based on current scientific procedures and facts and according to commonly accepted arboricultural practices;
- That no significant professional assistance was provided, except as indicated by the inclusion of another professional report within this report;
- That compensation is not contingent upon the reporting of a predetermined conclusion that favors the cause of the client or any other party.

I am a member in good standing of the American Society of Consulting Arborists and a member and Certified Arborist with the International Society of Arboriculture.

I have attained professional training in all areas of knowledge asserted through this report by completion of a Bachelor of Science degree in Plant Science, by routinely attending pertinent professional conferences and by reading current research from professional journals, books and other media.

I have rendered professional services in a full-time capacity in the field of horticulture and arboriculture for more than 32 years.


Signed: _____

Date: 11/17/22 _____

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Certification of Performance

I, Aaron Wang, Certify:

- That we have inspected the trees and/or property evaluated in this report. We have stated findings accurately, insofar as the limitations of the Assignment and within the extent and context identified by this report;
- That we have no current or prospective interest in the vegetation or any real estate that is the subject of this report, and have no personal interest or bias with respect to the parties involved;
- That the analysis, opinions and conclusions stated herein are original and are based on current scientific procedures and facts and according to commonly accepted arboricultural practices;
- That no significant professional assistance was provided, except as indicated by the inclusion of another professional report within this report;
- That compensation is not contingent upon the reporting of a predetermined conclusion that favors the cause of the client or any other party.

I am a member and Certified Arborist with the International Society of Arboriculture.

I have attained professional training in all areas of knowledge asserted through this report by completion of a Bachelor of Science degree in Forestry and Natural Resources, by routinely attending pertinent professional conferences and by reading current research from professional journals, books and other media.

I have rendered professional services in a full-time capacity in the field of horticulture and arboriculture for more than 8 years.

Signed: _____

Date: 11/17/22

2700 Sand Hill
Tree Data

Identifying Information								Defects														Maintenance Tasks										TRAQ Assessment													
Tree #	Tag #	Common Name	Binomial Name	Diameter (in)	Height (ft)	Spread (ft)	Age Class	Useful Life	Basal Scar	Poor Branch Structure	Buried Root Collar	Canker	Codominant Stems	Declining	Drought Stress	End-Heavy Limbs	Fireblight	Imbalanced	Included Bark	Lean	One-Sided Root Damage	Staked	Topped	Balance	Cable	Crown Clean	End-Weight Reduction	Root Collar Excavation	Adjust Irrigation	Monitor	Train	Remove Stakes	Replant	Removal Recommended	Likelihood of Failure	Likelihood of Impact	Failure & Impact	Consequences of Failure	Risk Rating	Planned Removal	Reason For Removal	Heritage Tree	Appraisal Completed	Appraised Value	
258	258	coast live oak	Quercus agrifolia	18.6	30	40	mature	30	X						X			X								X	X						Possible	Medium	Unlikely	Severe	Low				X	X	\$ 5,900		
259	259	coast live oak	Quercus agrifolia	24.2	40	50	mature	40	X			X			X			X									X	X					Possible	Medium	Unlikely	Severe	Low				X	X	\$ 12,000		
260	260	Aleppo pine	Pinus halepensis	32.0	60	50	mature	15	X			X	X		X												X	X					Possible	Medium	Unlikely	Severe	Low	X	Construction Conflict	X	X	\$ 13,000			
261	261	Aleppo pine	Pinus halepensis	24.0	70	50	mature	20			X		X			X		X	X													X	Probable	High	Likely	Significant	High	X	High Risk, Construction Conflict	X	X	\$ 7,100			
262	262	coast live oak	Quercus agrifolia	4.8	15	10	young	50																														X	Construction Conflict		X	N/A			
263	263	Aleppo pine	Pinus halepensis	17.2	60	30	mature	15			X	X		X		X					X						X	X	X					Possible	Low	Unlikely	Minor	Low				X	X	\$ 3,000	
264	264	Aleppo pine	Pinus halepensis	18.9	50	40	mature	15	X		X			X		X		X						X		X	X	X						Possible	Medium	Unlikely	Significant	Low				X	X	\$ 6,100	
265	265	Aleppo pine	Pinus halepensis	22.0	40	40	mature	0	X					X		X		X		X	X			X									X	Probable	High	Likely	Severe	High	X	High Risk	X	X	\$ 3,000		
266	266	coast live oak	Quercus agrifolia	7.5	20	15	young	50													X						X											X	Construction Conflict		X	N/A			
268	268	coast live oak	Quercus agrifolia	2.8	10	5	young	50																			X											X	Construction Conflict		X	N/A			
270	270	Aleppo pine	Pinus halepensis	20.2	40	40	mature	10	X		X		X		X		X	X	X	X	X						X	X						Possible	High	Somewhat Likely	Significant	Moderate	X	Construction Conflict	X	X	\$ 2,000		
271	271	Aleppo pine	Pinus halepensis	16.3	70	60	mature	15				X	X	X		X		X						X		X	X							Possible	High	Somewhat Likely	Severe	Moderate				X	X	\$ 2,600	
272	272	Aleppo pine	Pinus halepensis	19.9	50	40	mature	15			X			X		X				X							X	X						Possible	Medium	Unlikely	Severe	Low	X	Construction Conflict	X	X	\$ 4,800		
273	273	coast live oak	Quercus agrifolia	5.5	15	10	young	50																															X	Construction Conflict		X	N/A		
274	274	redwood	Sequoia sempervirens	13.3	60	30	youngmature	25						X	X							X					X		X					Possible	Low	Unlikely	Minor	Low				X	X	\$ 290	
275	275	coast redwood	Sequoia sempervirens	18.0	70	40	youngmature	20						X	X							X					X		X					Possible	Low	Unlikely	Minor	Low				X	X	\$ 530	
276	276	coast live oak	Quercus agrifolia	5.8	10	15	young	30																																		X	\$ 1,300		
277	277	redwood	Sequoia sempervirens	21.8	50	40	mature	25						X	X							X					X		X					Possible	Low	Unlikely	Minor	Low				X	X	\$ 780	
278	278	coast redwood	Sequoia sempervirens	24.8	50	40	mature	20						X	X							X					X		X					Possible	Low	Unlikely	Minor	Low				X	X	\$ 1,000	
279	279	coast redwood	Sequoia sempervirens	23.1	50	40	mature	20						X	X												X		X					Possible	Low	Unlikely	Minor	Low				X	X	\$ 870	
280	280	coast live oak	Quercus agrifolia	13.7	25	25	mature	35			X		X		X				X		X						X	X						Possible	Low	Unlikely	Minor	Low				X	X	\$ 3,800	
281	281	valley oak	Quercus lobata	28.1	70	80	mature	30			X				X												X	X	X					Possible	High	Somewhat Likely	Significant	Moderate				X	X	\$ 11,000	
282	282	coast live oak	Quercus agrifolia	8.3	20	20	young	35																			X															X	N/A		
283	283	coast live oak	Quercus agrifolia	14.0	60	40	mature	35					X		X				X	X		X				X	X							Probable	High	Likely	Significant	High				X	X	\$ 4,000	
366	366	coast live oak	Quercus agrifolia	12.0	25	20	young	30					X						X		X						X	X						Possible	Very Low	Unlikely	Minor	Low				X	X	\$ 2,900	
367	367	coast live oak	Quercus agrifolia	9.3	20	20	young	35					X						X		X						X																X	N/A	
368	368	coast live oak	Quercus agrifolia	12.5	30	30	youngmature	30			X											X					X		X						Possible	Low	Unlikely	Minor	Low				X	X	\$ 5,000
369	369	coast live oak	Quercus agrifolia	22.4	40	50	mature	35		X	X				X												X	X							Possible	Medium	Unlikely	Significant	Low				X	X	\$ 12,000

2700 Sand Hill
Tree Data

Identifying Information								Defects														Maintenance Tasks										TRAQ Assessment													
Tree #	Tag #	Common Name	Binomial Name	Diameter (in)	Height (ft)	Spread (ft)	Age Class	Useful Life	Basal Scar	Poor Branch Structure	Buried Root Collar	Canker	Codominant Stems	Declining	Drought Stress	End-Heavy Limbs	Fireblight	Imbalanced	Included Bark	Lean	One-Sided Root Damage	Staked	Topped	Balance	Cable	Crown Clean	End-Weight Reduction	Root Collar Excavation	Adjust Irrigation	Monitor	Train	Remove Stakes	Replant	Removal Recommended	Likelihood of failure	Likelihood of Impact	Failure & Impact	Consequences of Failure	Risk Rating	Planned Removal	Reason For Removal	Heritage Tree	Appraisal Completed	Appraised Value	
		coast live oak	Quercus agrifolia	8.6	20	20	young	10					X						X													X	Possible	Low	Unlikely	Minor	Low	X	Very Poor Structure	X	X	\$ 1,800			
370	370	coast live oak	Quercus agrifolia	8.0	20	15	young	40																		X					X										X	N/A			
371	371	coast live oak	Quercus agrifolia	9.5	20	15	young	30																			X							Possible	Low	Unlikely	Minor	Low			X	X	\$ 2,200		
372	372	coast live oak	Quercus agrifolia	6.4	20	15	young	35																			X												X	Construction Conflict		X	N/A		
373	373	coast live oak	Quercus agrifolia	7.0	20	10	mature	35																			X												X	Construction Conflict		X	N/A		
374	374	coast live oak	Quercus agrifolia	6.6	20	10	young	35																			X												X	Construction Conflict		X	N/A		
375	375	coast live oak	Quercus agrifolia	9.1	30	20	youngmature	35																				X												X	Construction Conflict		X	N/A	
376	376	coast redwood	Sequoia sempervirens	21.8	60	40	mature	30					X	X								X								X				Improbable	Low	Unlikely	Negligible	Low				X	X	\$ 470	
377	377	coast redwood	Sequoia sempervirens	18.4	60	30	mature	30					X	X								X								X				Improbable	Low	Unlikely	Negligible	Low				X	X	\$ 330	
378	378	flowering pear 'Bradford'	Pyrus calleryana 'Bradford'	2.4	10	5	young	30					X	X	X														X		X	X											X	N/A	
379		flowering pear 'Bradford'	Pyrus calleryana 'Bradford'	3.0	10	5	young	30					X	X	X							X							X			X	X										X	N/A	
380		coast live oak	Quercus agrifolia	2.1	5	5	young	0					X																	X										X	Failed Planting		X	N/A	
381		flowering pear 'Bradford'	Pyrus calleryana 'Bradford'	5.7	20	15	youngmature	30		X						X						X										X	X										X	N/A	
388		coast live oak	Quercus agrifolia	6.1	10	15	young	50																					X														X	N/A	
389		coast live oak	Quercus agrifolia	12.8	30	30	youngmature	40							X			X		X	X			X		X								Possible	Medium	Unlikely	Minor	Low				X	X	\$ 3,400	
390		flowering pear 'Chanticleer'	Pyrus calleryana 'Chanticleer'	6.2	20	10	youngmature	20		X	X		X		X	X	X										X																X	N/A	
486	379	blue oak	Quercus douglasii	21.7	50	40	mature	30			X			X				X									X	X						Possible	High	Somewhat Likely	Severe	Moderate				X	X	\$ 12,000	
487	380	valley oak	Quercus lobata	36.9	50	60	mature	35			X				X						X						X	X	X					Possible	Medium	Unlikely	Severe	Low				X	X	\$ 28,000	
488	381	coast live oak	Quercus agrifolia	12.9	30	30	mature	40																			X							Possible	Medium	Unlikely	Significant	Low				X	X	\$ 5,300	
491	384	cherry plum	Prunus cerasifera	5.8	20	15	mature	15			X																X																X	N/A	
492	385	cherry plum	Prunus cerasifera	5.6	20	15	mature	15			X																X																X	N/A	
493	386	cherry plum	Prunus cerasifera	4.6	20	15	mature	5			X			X																				X						X	Poor Health		X	N/A	
494	387	cherry plum	Prunus cerasifera	3.5	15	10	mature	5			X			X																				X						X	Poor Health		X	N/A	
495	388	coast live oak	Quercus agrifolia	4.0	10	5	young	10																										X	X						X	Poor Planting Stock		X	N/A
496	389	Aleppo pine	Pinus halepensis	30.5	70	50	mature	20					X		X			X								X	X	X							Possible	Medium	Unlikely	Severe	Low				X	X	\$ 7,600

2700 Sand Hill Road
Tree Appraisals

Tree #	Tag #	Species	Diameter	Heritage Tree	Trunk Area	Cond %	FL %	EL %	Repl Dia	Repl Trunk Area	Replacement Cost	Unit Tree Cost	Basic Cost	Depreciated Cost	Repl Tree Install	Aftercare	Total Addl Costs	Total Costs	Appraisal (Rounded)
258	258	coast live oak	18.6	X	271.72	50%	60%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 28,234.34	\$ 5,929.21	\$ -	\$ -	\$ -	\$ 5,929.21	\$ 5,900.00
259	259	coast live oak	24.2	X	459.96	50%	70%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 47,795.00	\$ 11,709.78	\$ -	\$ -	\$ -	\$ 11,709.78	\$ 12,000.00
260	260	Aleppo pine	32.0	X	804.25	50%	60%	50%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 83,570.25	\$ 12,535.54	\$ -	\$ -	\$ -	\$ 12,535.54	\$ 13,000.00
261	261	Aleppo pine	24.0	X	452.39	50%	60%	50%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 47,008.26	\$ 7,051.24	\$ -	\$ -	\$ -	\$ 7,051.24	\$ 7,100.00
262	262	coast live oak	4.8		18.10	70%	50%	90%	2.2	3.80	\$ 395.00	\$ 103.91	\$ 1,880.33	\$ 592.30	\$ -	\$ -	\$ -	\$ 592.30	\$ 590.00
263	263	Aleppo pine	17.2	X	232.35	50%	50%	50%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 24,143.97	\$ 3,018.00	\$ -	\$ -	\$ -	\$ 3,018.00	\$ 3,000.00
264	264	Aleppo pine	18.9	X	280.55	60%	70%	50%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 29,152.47	\$ 6,122.02	\$ -	\$ -	\$ -	\$ 6,122.02	\$ 6,100.00
265	265	Aleppo pine	22.0	X	380.13	30%	50%	50%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 39,500.00	\$ 2,962.50	\$ -	\$ -	\$ -	\$ 2,962.50	\$ 3,000.00
266	266	coast live oak	7.5		44.18	80%	50%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 4,590.65	\$ 1,652.63	\$ -	\$ -	\$ -	\$ 1,652.63	\$ 1,700.00
268	268	coast live oak	2.8		6.16	70%	70%	90%	2.2	3.80	\$ 395.00	\$ 103.91	\$ 639.83	\$ 282.17	\$ -	\$ -	\$ -	\$ 282.17	\$ 280.00
270	270	Aleppo pine	20.2	X	320.47	40%	30%	50%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 33,300.79	\$ 1,998.05	\$ -	\$ -	\$ -	\$ 1,998.05	\$ 2,000.00
271	271	Aleppo pine	16.3	X	208.67	40%	60%	50%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 21,683.38	\$ 2,602.01	\$ -	\$ -	\$ -	\$ 2,602.01	\$ 2,600.00
272	272	Aleppo pine	19.9	X	311.03	50%	60%	50%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 32,319.00	\$ 4,847.85	\$ -	\$ -	\$ -	\$ 4,847.85	\$ 4,800.00
273	273	coast live oak	5.5		23.76	70%	60%	90%	2.2	3.80	\$ 395.00	\$ 103.91	\$ 2,468.75	\$ 933.19	\$ -	\$ -	\$ -	\$ 933.19	\$ 930.00
274	274	coast redwood	13.3	X	138.93	50%	50%	10%	2.46	4.75	\$ 395.00	\$ 83.11	\$ 11,545.96	\$ 288.65	\$ -	\$ -	\$ -	\$ 288.65	\$ 290.00
275	275	coast redwood	18.0	X	254.19	50%	50%	10%	2.46	4.75	\$ 395.00	\$ 83.11	\$ 21,124.63	\$ 528.12	\$ -	\$ -	\$ -	\$ 528.12	\$ 530.00
276	276	coast live oak	5.8		26.42	60%	90%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 2,745.41	\$ 1,334.27	\$ -	\$ -	\$ -	\$ 1,334.27	\$ 1,300.00
277	277	coast redwood	21.8	X	373.25	50%	50%	10%	2.46	4.75	\$ 395.00	\$ 83.11	\$ 31,019.86	\$ 775.50	\$ -	\$ -	\$ -	\$ 775.50	\$ 780.00
278	278	coast redwood	24.8	X	483.05	50%	50%	10%	2.46	4.75	\$ 395.00	\$ 83.11	\$ 40,144.89	\$ 1,003.62	\$ -	\$ -	\$ -	\$ 1,003.62	\$ 1,000.00
279	279	coast redwood	23.1	X	419.10	50%	50%	10%	2.46	4.75	\$ 395.00	\$ 83.11	\$ 34,829.79	\$ 870.74	\$ -	\$ -	\$ -	\$ 870.74	\$ 870.00
280	280	coast live oak	13.7	X	147.41	70%	50%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 15,317.68	\$ 3,752.83	\$ -	\$ -	\$ -	\$ 3,752.83	\$ 3,800.00
281	281	valley oak	28.1	X	620.16	50%	50%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 64,441.31	\$ 11,277.23	\$ -	\$ -	\$ -	\$ 11,277.23	\$ 11,000.00
282	282	coast live oak	8.3		54.11	70%	50%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 5,622.22	\$ 1,771.00	\$ -	\$ -	\$ -	\$ 1,771.00	\$ 1,800.00
283	283	coast live oak	14.0	X	153.94	60%	60%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 15,995.87	\$ 4,030.96	\$ -	\$ -	\$ -	\$ 4,030.96	\$ 4,000.00
366	366	coast live oak	12.0	X	113.10	70%	50%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 11,752.07	\$ 2,879.26	\$ -	\$ -	\$ -	\$ 2,879.26	\$ 2,900.00
367	367	coast live oak	9.3		67.93	70%	50%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 7,058.58	\$ 2,223.45	\$ -	\$ -	\$ -	\$ 2,223.45	\$ 2,200.00
368	368	coast live oak	12.5	X	122.72	80%	70%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 12,751.81	\$ 4,998.71	\$ -	\$ -	\$ -	\$ 4,998.71	\$ 5,000.00
369	369	coast live oak	22.4	X	394.08	60%	70%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 40,949.42	\$ 12,039.13	\$ -	\$ -	\$ -	\$ 12,039.13	\$ 12,000.00
370	370	coast live oak	8.6	X	58.09	70%	60%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 6,035.99	\$ 1,774.58	\$ -	\$ -	\$ -	\$ 1,774.58	\$ 1,800.00
371	371	coast live oak	8.0		50.27	70%	60%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 5,223.14	\$ 1,974.35	\$ -	\$ -	\$ -	\$ 1,974.35	\$ 2,000.00
372	372	coast live oak	9.5	X	70.88	70%	60%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 7,365.44	\$ 2,165.44	\$ -	\$ -	\$ -	\$ 2,165.44	\$ 2,200.00
373	373	coast live oak	6.4		32.17	70%	60%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 3,342.81	\$ 1,263.58	\$ -	\$ -	\$ -	\$ 1,263.58	\$ 1,300.00
374	374	coast live oak	7.0		38.48	70%	60%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 3,998.97	\$ 1,511.61	\$ -	\$ -	\$ -	\$ 1,511.61	\$ 1,500.00
375	375	coast live oak	6.6		34.21	70%	60%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 3,555.00	\$ 1,343.79	\$ -	\$ -	\$ -	\$ 1,343.79	\$ 1,300.00
376	376	coast live oak	9.1		65.04	70%	60%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 6,758.25	\$ 2,554.62	\$ -	\$ -	\$ -	\$ 2,554.62	\$ 2,600.00
377	377	coast redwood	21.8	X	373.25	50%	30%	10%	2.46	4.75	\$ 395.00	\$ 83.11	\$ 31,019.86	\$ 465.30	\$ -	\$ -	\$ -	\$ 465.30	\$ 470.00
378	378	coast redwood	18.4	X	265.90	50%	30%	10%	2.46	4.75	\$ 395.00	\$ 83.11	\$ 22,098.49	\$ 331.48	\$ -	\$ -	\$ -	\$ 331.48	\$ 330.00
379		flowering pear 'Bradford'	2.4		4.52	70%	90%	50%	1.69	2.24	\$ 395.00	\$ 176.09	\$ 796.61	\$ 250.93	\$ -	\$ -	\$ -	\$ 250.93	\$ 250.00
380		flowering pear 'Bradford'	3.0		7.07	70%	90%	50%	1.69	2.24	\$ 395.00	\$ 176.09	\$ 1,244.70	\$ 392.08	\$ -	\$ -	\$ -	\$ 392.08	\$ 390.00
381		coast live oak	2.1		3.46	30%	70%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 359.91	\$ 68.02	\$ -	\$ -	\$ -	\$ 68.02	\$ 68.00
388		flowering pear 'Bradford'	5.7		25.52	70%	90%	50%	1.69	2.24	\$ 395.00	\$ 176.09	\$ 4,493.38	\$ 1,415.42	\$ -	\$ -	\$ -	\$ 1,415.42	\$ 1,400.00
389		coast live oak	6.1		29.22	70%	80%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 3,036.77	\$ 1,530.53	\$ -	\$ -	\$ -	\$ 1,530.53	\$ 1,500.00
390		coast live oak	12.8	X	128.68	60%	60%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 13,371.24	\$ 3,369.55	\$ -	\$ -	\$ -	\$ 3,369.55	\$ 3,400.00
391		flowering pear 'Chanticleer'	6.2		30.19	40%	50%	50%	1.69	2.24	\$ 395.00	\$ 176.09	\$ 5,316.27	\$ 531.63	\$ -	\$ -	\$ -	\$ 531.63	\$ 530.00
486	379	blue oak	21.7	X	369.84	60%	50%	60%	1.69	2.24	\$ 395.00	\$ 176.09	\$ 65,124.31	\$ 11,722.38	\$ -	\$ -	\$ -	\$ 11,722.38	\$ 12,000.00
487	380	valley oak	36.9	X	1069.41	60%	60%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 111,123.13	\$ 28,003.03	\$ -	\$ -	\$ -	\$ 28,003.03	\$ 28,000.00
488	381	coast live oak	12.9	X	130.70	70%	80%	70%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 13,580.98	\$ 5,323.74	\$ -	\$ -	\$ -	\$ 5,323.74	\$ 5,300.00
491	384	cherry plum	5.8		26.42	50%	50%	50%	1.69	2.24	\$ 395.00	\$ 176.09	\$ 4,652.43	\$ 581.55	\$ -	\$ -	\$ -	\$ 581.55	\$ 580.00
492	385	cherry plum	5.6		24.63	50%	50%	50%	1.69	2.24	\$ 395.00	\$ 176.09	\$ 4,337.10	\$ 542.14	\$ -	\$ -	\$ -	\$ 542.14	\$ 540.00
493	386	cherry plum	4.6		16.62	30%	50%	50%	1.69	2.24	\$ 395.00	\$ 176.09	\$ 2,926.44	\$ 219.48	\$ -	\$ -	\$ -	\$ 219.48	\$ 220.00
494	387	cherry plum	3.5		9.62	30%	50%	50%	1.69	2.24	\$ 395.00	\$ 176.09	\$ 1,694.18	\$ 127.06	\$ -	\$ -	\$ -	\$ 127.06	\$ 130.00
495	388	coast live oak	4.0		12.57	40%	80%	90%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 1,305.79	\$ 376.07	\$ -	\$ -	\$ -	\$ 376.07	\$ 380.00
496	389	Aleppo pine	30.5	X	730.62	40%	50%	50%	2.20	3.80	\$ 395.00	\$ 103.91	\$ 75,919.16	\$ 7,591.92	\$ -	\$ -	\$ -	\$ 7,591.92	\$ 7,600.00

2700 Sand Hill
Expected Construction Impacts

Tree #	Tag #	Species Name	Common Name	Heritage Tree	Planned Removal	Reason for Removal	10x TPZ Radius (ft)	Estimated Minimum Distance to Impacts (ft)	Expected Root Loss (%)	Expected Canopy Losses (%)	Significant Impacts (>25%)	Tree Protection Fencing	Trunk Wrap	Root Buffer
258	258	<i>Quercus agrifolia</i>	coast live oak	X			15.5	17	0%	0%		X		X
259	259	<i>Quercus agrifolia</i>	coast live oak	X			20.2	6	25%	0%	X	X		X
260	260	<i>Pinus halepensis</i>	Aleppo pine	X	X	Construction Conflict	26.7	1	N/A	N/A				
261	261	<i>Pinus halepensis</i>	Aleppo pine	X	X	High Risk, Construction Conflict	20.0	1	N/A	N/A				
262	262	<i>Quercus agrifolia</i>	coast live oak		X	Construction Conflict	4.0	2	N/A	N/A				
263	263	<i>Pinus halepensis</i>	Aleppo pine	X			14.3	6.5	35%	0%	X	X		X
264	264	<i>Pinus halepensis</i>	Aleppo pine	X			15.8	10	20%	0%		X		X
265	265	<i>Pinus halepensis</i>	Aleppo pine	X	X	High Risk	18.3	6	N/A	N/A				
266	266	<i>Quercus agrifolia</i>	coast live oak		X	Construction Conflict	6.3	3	N/A	N/A				
268	268	<i>Quercus agrifolia</i>	coast live oak		X	Construction Conflict	2.3	0	N/A	N/A				
270	270	<i>Pinus halepensis</i>	Aleppo pine	X	X	Construction Conflict	16.8	2.5	N/A	N/A				
271	271	<i>Pinus halepensis</i>	Aleppo pine	X			13.6	7.5	40%	0%	X	X		X
272	272	<i>Pinus halepensis</i>	Aleppo pine	X	X	Construction Conflict	16.6	1	N/A	N/A				
273	273	<i>Quercus agrifolia</i>	coast live oak		X		4.6	0	N/A	N/A				
274	274	<i>Sequoia sempervirens</i>	coast redwood	X			11.1	5.5	30%	0%	X	X		X
275	275	<i>Sequoia sempervirens</i>	coast redwood	X			15.0	11	30%	0%	X	X		X
276	276	<i>Quercus agrifolia</i>	coast live oak				4.8	2	20%	0%		X	X	X
277	277	<i>Sequoia sempervirens</i>	coast redwood	X			18.2	18	5%	0%		X		X
278	278	<i>Sequoia sempervirens</i>	coast redwood	X			20.7	20	5%	0%		X		X
279	279	<i>Sequoia sempervirens</i>	coast redwood	X			19.3	12	20%	0%		X		X
280	280	<i>Quercus agrifolia</i>	coast live oak	X			11.4	10	5%	0%		X		X
281	281	<i>Quercus lobata</i>	valley oak	X			23.4	21	5%	0%		X		X

2700 Sand Hill
Expected Construction Impacts

Tree #	Tag #	Species Name	Common Name	Heritage Tree	Planned Removal	Reason for Removal	10x TPZ Radius (ft)	Estimated Minimum Distance to Impacts (ft)	Expected Root Loss (%)	Expected Canopy Losses (%)	Significant Impacts (>25%)	Tree Protection Fencing	Trunk Wrap	Root Buffer
282	282	<i>Quercus agrifolia</i>	coast live oak				6.9	30	0%	0%		X		
283	283	<i>Quercus agrifolia</i>	coast live oak	X			11.7	30	0%	0%		X		
366	366	<i>Quercus agrifolia</i>	coast live oak	X			10.0	44	0%	0%		X		
367	367	<i>Quercus agrifolia</i>	coast live oak				7.8	40	0%	0%		X		
368	368	<i>Quercus agrifolia</i>	coast live oak	X			10.4	26	0%	0%		X		
369	369	<i>Quercus agrifolia</i>	coast live oak	X			18.7	10	15%	0%		X		X
370	370	<i>Quercus agrifolia</i>	coast live oak	X	X	Very Poor Structure	7.2	26	N/A	N/A				
371	371	<i>Quercus agrifolia</i>	coast live oak				6.7	27	0%	0%		X		
372	372	<i>Quercus agrifolia</i>	coast live oak	X			7.9	26	0%	0%		X		
373	373	<i>Quercus agrifolia</i>	coast live oak		X	Construction Conflict	5.3	1	N/A	N/A				
374	374	<i>Quercus agrifolia</i>	coast live oak		X	Construction Conflict	5.8	4	N/A	N/A				
375	375	<i>Quercus agrifolia</i>	coast live oak		X	Construction Conflict	5.5	2	N/A	N/A				
376	376	<i>Quercus agrifolia</i>	coast live oak				7.6	4	15%	0%		X		X
377	377	<i>Sequoia sempervirens</i>	coast redwood	X			18.2	10	20%	0%		X		X
378	378	<i>Sequoia sempervirens</i>	coast redwood	X			15.3	8	20%	0%		X		X
379		<i>Pyrus calleryana</i> 'Bradford'	flowering pear 'Bradford'				2.0	2	0%	0%		X		
380		<i>Pyrus calleryana</i> 'Bradford'	flowering pear 'Bradford'				2.5	2	0%	0%		X		
381		<i>Quercus agrifolia</i>	coast live oak				1.8	4	0%	0%		X		
388		<i>Pyrus calleryana</i> 'Bradford'	flowering pear 'Bradford'				4.8	7	0%	0%		X		
389		<i>Quercus agrifolia</i>	coast live oak				5.1	4	5%	0%			X	X
390		<i>Quercus agrifolia</i>	coast live oak	X			10.7	4.5	15%	0%		X		X
391		<i>Pyrus calleryana</i> 'Chanticleer'	flowering pear 'Chanticleer'				5.2	7	0%	0%		X		

2700 Sand Hill
Expected Construction Impacts

Tree #	Tag #	Species Name	Common Name	Heritage Tree	Planned Removal	Reason for Removal	10x TPZ Radius (ft)	Estimated Minimum Distance to Impacts (ft)	Expected Root Loss (%)	Expected Canopy Losses (%)	Significant Impacts (>25%)	Tree Protection Fencing	Trunk Wrap	Root Buffer
486	379	<i>Quercus douglasii</i>	blue oak	X			18.1	28	0%	0%		X		
487	380	<i>Quercus lobata</i>	valley oak	X			30.8	4	25%	0%	X	X	X	X
488	381	<i>Quercus agrifolia</i>	coast live oak	X			10.8	3	30%	0%	X		X	X
491	384	<i>Prunus cerasifera</i>	cherry plum				4.8	16	0%	0%		X		
492	385	<i>Prunus cerasifera</i>	cherry plum				4.7	14	0%	0%		X		
493	386	<i>Prunus cerasifera</i>	cherry plum		X	Poor Health	3.8	18	N/A	N/A				
494	387	<i>Prunus cerasifera</i>	cherry plum		X	Poor Health	2.9	20	N/A	N/A				
495	388	<i>Quercus agrifolia</i>	coast live oak		X	Poor Planting Stock	3.3	12	N/A	N/A				



STAFF REPORT

Planning Commission

Meeting Date:

6/5/2023

Staff Report Number:

23-040-PC

Public Hearing:

Consider and adopt a resolution recommending the City Council adopt an ordinance amending sections 16.43.070, 16.44.070, and 16.45.070 of Title 16 of the Menlo Park Municipal Code to clarify the process for determining the appraised value of bonus level developments and the required community amenities value for bonus level development projects in the O (Office), R-MU (Residential Mixed-Use), and L-S (Life Sciences) zoning districts, and adopt a resolution updating the previously adopted community amenities list for bonus level developments in the Bayfront Area

Recommendation

Staff recommends that the Planning Commission consider the proposed amendments to clarify the appraisal review process for bonus level development projects and the updated community amenities list, and adopt a resolution recommending the City Council introduce an ordinance amending sections 16.43.070, 16.44.070, and 16.45.070 of Title 16 of the Menlo Park Municipal Code and adopt a resolution approving the updated community amenities list for applicants to utilize in providing community amenities for bonus level development projects in the Bayfront Area. The draft Planning Commission resolution is included in Attachment A.

Policy Issues

Bonus level development projects are permitted in the O (Office), L-S (Life Sciences), and R-MU (Residential, Mixed-Use) zoning districts in exchange for the provision of community amenities. The proposed amendments to the Zoning Ordinance are intended to clarify the process for determining the appraised value of a bonus level development project. The updated community amenities list is intended to provide a framework for possible amenities that reflect current community values. The Planning Commission and City Council will need to consider the proposed amendments to the Zoning Ordinance and the update to the community amenities list for consistency with the Zoning Ordinance and general plan. The ConnectMenlo General Plan update included a guiding principal for Corporate Contribution. This principal identified that in exchange for added development potential, development projects will provide physical benefits in the adjacent neighborhoods (e.g. Belle Haven and the area north of US 101). Policy LU-4.4 (Community amenities) and Program LU-4.C (Community amenity requirements) implement this guiding principal by requiring developments at the bonus level to contribute to programs that benefit the community (e.g. education, transportation infrastructure, neighborhood-serving amenities/services, housing, and job training and employment). These contributions would be ensured through Zoning Ordinance and other implementing regulations and memorialized in a list that may be modified over time to reflect changes in community priorities and desired amenities.

Background

Community amenities overview

As a part of the approval of the ConnectMenlo General Plan update, the City created the following zoning districts: Office (O), Life Sciences (LS) and Residential Mixed-use (R-MU.) Regulations for bonus level development and community amenities were established in these zoning districts. In exchange for bonus level development (increased floor area ratio, density (dwelling units per acre) and/or height), an applicant is required to contribute to community amenities in the area between Highway 101 and the San Francisco Bay. The required community amenity value is 50 percent of the fair market value of the additional (bonus) gross floor area above the base allowable gross floor area for a parcel or project site. In lieu of providing and constructing a community amenity from the adopted list of community amenities, applicants may choose to provide a payment in the amount of 110 percent of the community amenities value. Alternatively, applicants may select an item from the community amenities list to be constructed as part of, or off-site of the development project.

The initial list of community amenities were identified and prioritized through public outreach and input during the general plan update. The Zoning Ordinance allows the City Council to update the adopted community amenities list to reflect evolving community needs and priorities. The current community amenity list is included in Attachment B.

The method for determining the required value of the community amenities begins with an appraisal. The applicant provides, at their expense, an appraisal performed by a licensed appraisal firm consistent with the City's current appraisal instructions. The Zoning Ordinance requires the form and content of the appraisal to be approved by the community development director. To provide the community development director with sufficient information to determine if the form and content is adequate, the city's current practice is to engage its own consulting appraiser to review the form and content of the applicant's appraisal. More details on the current appraisal requirements can be found in the City's appraisal instructions (Attachment C.)

Following determination of community amenities value, the applicant submits an initial community amenities proposal and associated valuation that add up to the minimum required value for City review. When an applicant is proposing physical amenities on or off-site of the development project, the City typically obtains a consultant to evaluate the value of the proposed community amenities. This analysis is typically based on the cost to the applicant to deliver the amenities. For physical amenities, the cost is based on an incremental cost approach (when contained within a larger building/site.) The City also evaluates additional costs incurred by the applicant to deliver the proposed amenities (e.g., rent subsidies and operations and maintenance.)

The preferred approach to implementation of community amenities, at the time of adoption, was the establishment of an amenities list and process versus a case-by-case review, to provide greater consistency and predictability.

Community amenities process updates

On April 20, 2021, the City Council conducted a study session on community amenities for the Bayfront Area. The City Council subcommittee (Vice Mayor Taylor and Councilmember Nash) presented its recommendations, including:

1. adopt a revised community amenities list,
2. adopt an in-lieu payment,
3. adopt a “gatekeeper” application process, and
4. establish a community amenities working group.

The City Council provided direction to staff to amend the Zoning Ordinance to establish the in-lieu payment and to allow for negotiated community amenities not identified on the community amenities list through a development agreement (DA). The City Council adopted an ordinance establishing an in-lieu payment option and allowing greater flexibility for providing community amenities through a DA at its meeting June 22, 2021. The City Council subcommittee led the effort on a potential updated community amenity list (Item 1). On June 28, 2022 the City Council subcommittee forwarded an update to the City Council on the updated list.

The development of a gatekeeper (or screening) process for community amenities (Item 3) is ongoing and staff anticipates bringing forward a screening process for the City Council’s consideration alongside the proposed amendments to the Zoning Ordinance and the updated list. The screening process is anticipated to be incorporated into future community amenity implementing regulations. Additionally, to implement the amendments to the Zoning Ordinance regarding appraisals, City staff will be revising the current appraisal instructions.

Analysis

Since the adoption of ConnectMenlo in December 2016, the City has approved six development projects in the Bayfront Area which utilized the City’s bonus level development ordinances and regulations. Table 1 below summarizes the approved projects, bonus level development value, community amenity, and current status. In lieu payments are calculated as 110 percent of the required community amenities value.

Table 1: Approved bonus level development projects in Bayfront Area				
Project	Description	Approved community amenity value	Community amenity	Project current status
111 Independence Drive	105 apartments 750 sf cafe	\$2,550,000	4 one-bedroom low-income below market rate units and cafe	Approved
Menlo Portal 115 Independence Drive	335 apartments 34,500 sf office	\$8,550,000	In lieu payment*	Under construction
Menlo Uptown 141 Jefferson Drive	441 apartments 42 for-sale townhomes	\$8,900,000	Ravenswood Family Health Center**	Under construction
Menlo Flats 165 Jefferson Drive	158 apartments 14,400 sf commercial	\$4,400,000	In lieu payment	Approved
Willow Village masterplan 1350 Willow Road	1,730 apartments 1.25M sf office 350,000 sf event space 200,000 sf retail 193 room hotel	\$133,300,000	Grocery store, pharmacy, bank, restaurants, entertainment uses, elevated park, affordable housing contribution, air quality and noise monitoring, Willow Road relinquishment feasibility study, job training funding, teacher housing rent subsidies, Bayfront shuttle, town square, additional public open space***	Approved
1350 Adams Court	260,400 sf life sciences	\$14,650,000****	In lieu payment	Under construction
Total community amenities		\$172,350,000		

*Proposal included a childcare center with option to pay the in-lieu fee that was exercised by the applicant

**Ravenswood Family Health Center has indicated that the site will not meet its needs and applicant is evaluating alternate compliance with its community amenity obligation

***Additional negotiated requirements and obligations are included in the development agreement

**** The applicant filed a fee protest regarding the approved community amenity value and the City is in discussions and negotiations with applicant regarding their protest.

At this time, the Menlo Portal project paid an approximately \$9.4 million in-lieu payment and the City anticipates collecting the in-lieu payment for the 1350 Adams Court project before July 1, 2023. The City is reviewing the following six additional bonus level development projects in the Bayfront Area. Those projects are summarized in Table 2 below.

Table 2: Pending bonus level development projects in Bayfront Area				
Project	Description	Required community amenity value*	Proposed community amenity	Project current status
1005 O'Brien Drive/ 1320 Willow Road	218,000 sf life sciences 9,000 sf employee amenity/commercial space	TBD	TBD	Under review
1125 O'Brien Drive	129,200 sf life sciences 2,700 sf café	\$3,150,000	In lieu payment	Under review
123 Independence Drive	316 apartments 116 for-sale townhomes	\$3,350,000	8 low-income below market rate units	Under review
3705 Haven Avenue	99 apartments	TBD	TBD	Under review
Commonwealth Bldg. 3 162-164 Jefferson Drive	250,000 sf office	\$5,600,000	TBD	Under review
CSBIO Phase 3	90,000 sf Life sciences 10,000 sf restaurants	TBD	TBD	Under review
Total		\$12,100,000		

Appraisal and community amenities review process

Through the appraisal evaluation process, the City has identified potential process improvements to streamline appraisal approval and establish uniform criteria that enable both the applicant and the City to be more aligned on appraisal content requirements. The process outlined earlier in the staff report typically takes a substantial amount of time and has resulted in multiple rounds of adjustments and revisions to the appraisal that is ultimately approved.

In order to memorialize the new appraisal review process, City staff recommends revisions to Municipal Code sections 16.43.070, 16.44.070, and 16.45.070 to clarify the following:

- The date of value will be within 90 days of the date of the appraisal but in no case earlier than the application date;
- The City Council will adopt regulations outlining the appraisal review process for determining the final appraised value; and
- Confirm that the final appraised value will use the same date of value as the applicant's appraisal to ensure consistency.

The draft amendments to the Zoning Ordinance are included in Attachment D.

Appraisal instructions and community amenity implementing regulations

In addition to the above described ordinance, City staff is developing draft updates to the appraisal instructions and creating community amenity implementing regulations for the City Council to consider as part of its review of the amendments to the Zoning Ordinance and the updated community amenity list. The majority of the proposed updates to the appraisal instructions are anticipated to be focused on clarifying specific definitions and the types of comparables that can be used in the appraisal.

Separately, staff is drafting proposed community amenity implementing regulations with the goal of creating an objective appraisal review process and a screening process (per the previous recommendations of the City Council). While staff continues to develop the process, it is anticipated that staff will propose that the community amenity implementing regulations would remove the potential back and forth between appraisers and instead require the City to prepare a separate appraisal with the value being determined based on an average of the two appraisals or if necessary, a third party appraisal. The proposed modifications are intended to create uniformly identifiable criteria for determining the value of the bonus level development and the resulting community amenities value. While still in development, another main goal of the proposed community regulations would be for the City Council to provide early feedback on the possible community amenity to be provided by a proposed project while enabling the City Council to provide meaningful feedback because the community, but after the value of the bonus level of development is determined.

Updated community amenity list

Staff is also asking the Planning Commission to provide recommendations on revisions to the community amenities list because the Commission reviewed the existing list through the ConnectMenlo General Plan update. Future modifications to the community amenities list would likely be reviewed by only the City Council.

The City Council appointed Councilmember Nash and then Mayor Taylor (currently the vice mayor) to a City Council subcommittee on October 6, 2020 to review the community amenities list and to suggest revisions to the list for consideration by the City Council. On June 22, 2021, the City Council adopted Ordinance No. 1077 establishing an in lieu payment option as envisioned as part of the ConnectMenlo process.

Since the adoption of the in lieu payment option, three of the six approved bonus level development projects have utilized the in lieu payment option. The Willow Village mixed-use masterplan project, the 111 Independence Drive project, and the Menlo Uptown project would include on-site community amenities.

The City Council subcommittee's draft updated community amenities list is included in Attachment E. In general, the updated list includes the following key topic areas in Table 3, with detailed items within each topic area. Housing development projects currently under review, per the requirements of Senate Bill 330, would not be subject to the updated list and would continue to use the community amenities list adopted in 2016.

Table 3: Summary of draft community amenities list update

Topic	Summary description
Carbon-free transit and enhanced transportation	Streetscape improvements in Belle Haven and on Haven Avenue, transit improvements (including Dumbarton Rail), and pedestrian connectivity across and on the Dumbarton corridor
Community-serving retail	Retail uses intended to be in or adjacent to the Belle Haven neighborhood. These uses include a grocery store, restaurants, pharmacy, and bank*
Energy, technology, utilities, and communication infrastructure in the Belle Haven neighborhood	These include undergrounding power lines, improving existing residents access to high quality, high speed broadband services, and soundwalls (to protect residences from noise from US 101).
Enhanced quality of life	This category includes additional affordable housing ownership opportunities with a clear preference for long-term residents of Belle Haven and funding for programs to prevent displacement of current residents of Belle Haven and Haven Avenue. Additionally, this topic area includes the development of additional parks on underdeveloped properties within the Belle Haven neighborhood. Lastly, this category includes funding a taskforce to work on high quality local education, environmental justice, and community amenities.

* All of these uses would be provided by the Willow Village masterplan project.

The proposed list would replace the existing community amenities list that was adopted in November 2016 (included for reference as Attachment B).

Staff believes that restaurants, within the community-serving retail category, would allow for more than one restaurant to be provided in or adjacent to Belle Haven as a community amenity and will request that the City Council confirm this when considering the updated list. Staff is also evaluating whether to add more precise details regarding restaurant uses.

Correspondence

Staff has not received any correspondence on the draft amendments to the Zoning Ordinance nor the draft updated community amenities list.

Conclusion

The proposed amendments to the Zoning Ordinance would clarify the appraisal review process to determine the community amenities value for bonus level development projects and identify that the City Council will adopt appraisal instructions and community amenity implementing regulations. The updated appraisal instructions are being developed by staff and would further clarify the criteria for appraisals for bonus level development. The community amenity implementing regulations are intended to clarify the appraisal review process, utilizing objective standards, and ensure the community amenity value is identified earlier in the development review process. The City Council is tentatively scheduled to review these items along with the draft Zoning Ordinance amendments and community amenities list at its July 11, 2023 meeting.

Staff recommends that the Planning Commission adopt a resolution recommending the City Council introduce an ordinance amending the Zoning Ordinance and adopt a resolution recommending approval of the updated community amenity list.

Impact on City Resources

The amendments to the ordinance and community amenities list update are being accommodated within the existing budgets of the Planning Division and City Attorney, and are not expected to otherwise affect City resources

Environmental Review

The proposed ordinance amendments and the update to the community amenities list are exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA Guidelines, because it can be seen with certainty that there is no possibility the adoption of this ordinance and updated community amenity list may have a significant effect on the environment, and pursuant to CEQA Guidelines section 15183 (consistent with the general plan and zoning).

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.

Attachments

- A. Draft Planning Commission resolution recommending the City Council adopt ordinance amending Sections 16.43.070, 16.44.070, and 16.45.070 of Title 16 of the Menlo Park Municipal Code and adopt a resolution approving the updated community amenities list.
- B. Hyperlink – adopted community amenities list:
https://menlopark.gov/files/sharedassets/public/community-development/documents/6360-fb-community-amenities_201906111131255112.pdf
- C. Hyperlink – approved appraisal instructions:
https://menlopark.gov/files/sharedassets/public/community-development/documents/appraisal-instructions_1-10-19.pdf
- D. Draft amendments to Sections 16.43.070, 16.44.070, and 16.45.070 of Title 16 of the Menlo Park Municipal Code
- E. Draft updated community amenities list

Report prepared by:
Kyle Perata, Planning Manager

Report reviewed by:
Deanna Chow, Assistant Community Development Director

PLANNING COMMISSION RESOLUTION NO. 2023-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK RECOMMENDING CITY COUNCIL ADOPT AN ORDINANCE AMENDING SECTIONS 16.43.070, 16.44.070, AND 16.45.070 OF TITLE 16 (ZONING) OF THE MENLO PARK MUNICIPAL CODE AND ADOPT A RESOLUTION APPROVING AN UPDATE TO THE COMMUNITY AMENITIES LIST

WHEREAS, Sections 16.43.070, 16.44.070, and 16.45.070 of Title 16 of the Menlo Park Municipal Code permit applicants for a development project to seek an increase in the floor area ratio, density, and/or height (“bonus level development”) subject to obtaining a use permit or conditional development permit and providing certain community amenities; and

WHEREAS, Sections 16.43.070, 16.44.070, and 16.45.070 of Title 16 of the Menlo Park Municipal Code set forth the community amenities required for bonus level development; and

WHEREAS, An applicant that applies for bonus level development may choose the form in which they provide the community amenity; and

WHEREAS, The City desires to amend sections 16.43.070, 16.44.070, and 16.45.070, attached hereto as Exhibit A, in order to specify that the date of value shall be within 90 days of the date of appraisal but no earlier than the date of application and that the City Council will adopt instructions and regulations outlining the appraisal review process; and

WHEREAS, The City further desires to update the previously adopted community amenities list, attached hereto as Exhibit B, to reflect current community values; and

WHEREAS, The current community amenity list was developed through an extensive public outreach and input process and reflected the community’s priority of benefits within the Bayfront Area at the time of adoption; and

WHEREAS, The City Council appointed an ad hoc subcommittee to develop an updated community amenity list that reflects current community values; and

WHEREAS, The City Council subcommittee developed the proposed updated community amenity list in Exhibit B; and

WHEREAS, The proposed ordinance amendments and update to the community amenities list are exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA Guidelines, because it can be seen with certainty that there is no possibility the adoption of the ordinance amendments or the update to the community amenities list may have a significant effect on the environment,

and pursuant to CEQA Guidelines section 15183 (consistent with the general plan and zoning);” and

WHEREAS, Further development projects proposed at the bonus level and any proposed physical community amenities would be evaluated for consistency with the ConnectMenlo Program Level Environmental Impact Report (EIR) and the Housing Element Subsequent EIR (SEIR), as applicable, and the City, as the lead agency, would undertake the required level of environmental analysis for each individual project; and

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

WHEREAS, at a duly and properly noticed public hearing held on June 5, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents, the ordinance, and updated community amenities list, prior to recommending action regarding the proposed ordinance and community amenities list update.

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

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

Section 2. Findings and Recommendation on Ordinance Amendment. The Planning Commission of the City of Menlo Park does hereby make the following findings and recommendation regarding the amendments to Title 16 of the Menlo Park Municipal Code:

1. That the proposed ordinance amendment are statutorily exempt from the provisions of the California Environmental Quality Act ("CEQA"), pursuant to Section 15061(b)(3) and section 15183.
2. That the proposed ordinance is in compliance with the City of Menlo Park General Plan.
3. That the proposed ordinance includes clarifications to the bonus level development appraisal process intended to provide objective requirements.
4. The proposed ordinance is intended to ensure that bonus level development provides community amenities equivalent to 50 percent of the value of the bonus level development.

Section 3. Findings and Recommendation on Community Amenities List Update. The Planning Commission of the City of Menlo Park does hereby make the following findings and recommendation regarding the updates to the community amenities list:

1. That the proposed community amenities list update are statutorily exempt from the provisions of the California Environmental Quality Act ("CEQA"), pursuant to Section 15061(b)(3) and section 15183.
2. That the community amenities list update was developed by the City Council Subcommittee and reflects the community's current values.
3. That the updated community amenities list provides applicants with a framework from which to provide the required community amenities.
4. The updated community amenities list would continue to allow for applicants to satisfy the community amenities requirement through an in lieu fee payment or a development agreement for items not on the updated community amenities list.

Having fully reviewed, considered, and evaluated all the testimony and evidence submitted in this matter, the Planning Commission recommends that the City Council vote to adopt an ordinance amending sections 16.43.070, 16.44.070, and 16.45.070 of Title 16 of the Menlo Park Municipal Code. Further, the Planning Commission recommends that the City Council vote to adopt a resolution approving the updated community amenities list.

Section 3. SEVERABILITY

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

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on June 5, 2023, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 5th day of June, 2023

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

Exhibits

- A. Draft ordinance amending Sections 16.43.070, 16.44.070, and 16.45.070 of Title 16 of the Menlo Park Municipal Code (Staff Report Attachment D)
- B. Draft updated community amenities list (Staff Report Attachment E)

ORDINANCE NO. _____

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MENLO PARK
AMENDING SECTIONS 16.43.070, 16.44.070, AND 16.45.070 OF TITLE 16 OF
THE MENLO PARK MUNICIPAL CODE**

The City Council of the City of Menlo Park does ordain as follows:

Section 1. The City Council of the City of Menlo Park hereby finds and declares as follows:

- A. Sections 16.43.060, 16.44.060, and 16.45.060 of Title 16 of the Menlo Park Municipal Code permit applicants for a development project to seek an increase in the floor area ratio, density, and/or height ("bonus level development") subject to obtaining a use permit or conditional development permit and providing certain community amenities.
- B. Sections 16.43.070, 16.44.070, and 16.45.070 of Title 16 of the Menlo Park Municipal Code set forth the community amenities required for bonus level development.
- C. The value of the community amenities to be provided shall equal 50 percent of the fair market value of the additional gross floor area of the bonus level development, and the applicant is required to provide an appraisal determining the value of the bonus level development.
- D. The City desires to amend sections 16.43.070, 16.44.070, and 16.45.070 in order to clarify the process for determining the appraised value of the bonus level development.
- E. The Planning Commission held a duly noticed public hearing on _____ to review and consider the proposed amendment to sections 16.43.070, 16.44.070, and 16.45.070 of Title 16 of the Menlo Park Municipal Code and adopted Planning Commission resolution _____ recommending that the City Council adopt the Zoning Ordinance amendment, whereat all interested person had the opportunity to appear and comment.

Section 2: Amendment of Subsection (3) of Section 16.43.070 of Title 16 of the Municipal Code

Subsection (3) of section 16.43.070 of Title 16 of the City of Menlo Park Municipal Code is hereby repealed and replaced by the following:

~~(3) — Value of Amenity. The value of the community amenities to be provided shall equal fifty percent (50%) of the fair market value of the additional gross floor area of the bonus level development. The value shall be calculated as follows: The applicant shall provide, at their expense, an appraisal performed within ninety (90) days of the application date by a licensed appraisal firm that sets a fair market value in cash of the gross floor area of the bonus level of development ("bonus value"). The form and content of the appraisal, including any appraisal instructions, must be approved by the community development director. The appraisal shall determine the total bonus value without consideration of the community amenities requirement established under this section. Fifty percent (50%) of the total bonus value is the value of the community amenity to be provided.~~

(3) Value of Amenity. The value of the community amenities to be provided shall equal fifty percent (50%) of the fair market value of the additional gross floor area of the bonus level development. The value shall be calculated as follows: The applicant shall provide, at their expense, an appraisal ("applicant's appraisal") on or after the application date by a licensed appraisal firm that sets a fair market value in cash of the gross floor area of the bonus level of development ("bonus value"). The bonus value shall be determined without consideration of the community amenities requirement established under this section. The applicant's appraisal shall be based on a date of value that is within 90 days of the date of the applicant's appraisal, but in no event shall the date of value be earlier than the application date. The form and content of the applicant's appraisal must be approved by the community development director. The City Council shall adopt regulations providing for a process by which the community development director shall determine a final appraised value. The final appraised value shall be based on the same date of value as the applicant's appraisal and shall constitute the City's final determination of the bonus value. Fifty percent (50%) of the total bonus value is the value of the community amenity to be provided.

Section 3: Amendment of Subsection (3) of Section 16.44.070 of Title 16 of the Municipal Code

Subsection (3) of section 16.44.070 of Title 16 of the City of Menlo Park Municipal Code is hereby repealed and replaced by the following:

~~(3) Value of Amenity. The value of the community amenities to be provided shall equal fifty percent (50%) of the fair market value of the additional gross floor area of the bonus level development. The value shall be calculated as follows: The applicant shall provide, at their expense, an appraisal performed within ninety (90) days of the application date by a licensed appraisal firm that sets a fair market value in cash of the gross floor area of the bonus level of development ("bonus value"). The form and content of the appraisal must be approved by the community development director. The appraisal shall determine the total bonus value without consideration of the community amenities requirement established under this section. Fifty percent (50%) of the total bonus value is the value of the community amenity to be provided.~~

(3) Value of Amenity. The value of the community amenities to be provided shall equal fifty percent (50%) of the fair market value of the additional gross floor area of the bonus level development. The value shall be calculated as follows: The applicant shall provide, at their expense, an appraisal ("applicant's appraisal") on or after the application date by a licensed appraisal firm that sets a fair market value in cash of the gross floor area of the bonus level of development ("bonus value"). The bonus value shall be determined without consideration of the community amenities requirement established under this section. The applicant's appraisal shall be based on a date of value that is within 90 days of the date of the applicant's appraisal, but in no event shall the date of value be earlier than the application date. The form and content of the applicant's appraisal must be approved by the community development director. The City Council shall adopt regulations providing for a process by which the community development director shall determine a final appraised value. The final appraised value shall be based on the same date of value as the applicant's appraisal and shall constitute the City's final determination of the bonus value. Fifty percent (50%) of the total bonus value is the value of the community amenity to be provided.

Section 4: Amendment of Subsection (3) of Section 16.45.070 of Title 16 of the Municipal Code

Subsection (3) of section 16.45.070 of Title 16 of the City of Menlo Park Municipal Code is hereby repealed and replaced by the following:

~~(3) Value of Amenity. The value of the community amenities to be provided shall equal fifty percent (50%) of the fair market value of the additional gross floor area of the bonus level development. The value shall be calculated as follows: The applicant shall provide, at their expense, an appraisal performed within ninety (90) days of the application date by a licensed appraisal firm that sets a fair market value in cash of the gross floor area of the bonus level of development ("total bonus"). The form and content of the appraisal, including any appraisal instructions, must be approved by the community development director.~~

(3) Value of Amenity. The value of the community amenities to be provided shall equal fifty percent (50%) of the fair market value of the additional gross floor area of the bonus level development. The value shall be calculated as follows: The applicant shall provide, at their expense, an appraisal ("applicant's appraisal") on or after the application date by a licensed appraisal firm that sets a fair market value in cash of the gross floor area of the bonus level of development ("bonus value"). The bonus value shall be determined without consideration of the community amenities requirement established under this section. The applicant's appraisal shall be based on a date of value that is within 90 days of the date of the applicant's appraisal, but in no event shall the date of value be earlier than the application date. The form and content of the applicant's appraisal must be approved by the community development director. The City Council shall adopt regulations providing for a process by which the community development director shall determine a final appraised value. The final appraised value shall be based on the same date of value as the applicant's appraisal and shall constitute the City's final determination of the bonus value. Fifty percent (50%) of the total bonus value is the value of the community amenity to be provided.

Section 5. Severability. If any section, subsection, phrase or clause of this ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this and each section, subsection, phrase or clause thereof irrespective of the fact that any one or more sections, subsections, phrase or clauses be declared unconstitutional on their face or as applied.

Section 6. Compliance with CEQA. The City Council hereby finds that the action to adopt this Ordinance is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA Guidelines, because it can be seen with certainty that there is no possibility the adoption of this Ordinance may have a significant effect on the environment, and pursuant to CEQA Guidelines section 15183 (consistent with the general plan and zoning).

Section 7. Publication; Effective Date. This ordinance shall become effective thirty (30) days after the date of its adoption. Within fifteen (15) days of its adoption, the ordinance shall be posted in three (3) public places within the City of Menlo Park, and the ordinance, or a summary of the ordinance, shall be published in a local newspaper used to publish official notices for the City of Menlo Park prior to the effective date.

INTRODUCED on the ____ day of _____ 2023.

PASSED AND ADOPTED as an ordinance of the City of Menlo Park at a regular meeting of said City Council on the _____ day of _____ 2023 by the following vote:

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AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Jen Wolosin, Mayor

ATTEST:

Judi A. Herren, City Clerk

6/22/22 DRAFT Community Amenities Proposal
City Council subcommittee (Councilmember Taylor and Mayor Nash)

Menlo Park Resolution No. 6360 approving the community amenities list developed through the ConnectMenlo process states: “The required community amenities are intended to address identified community needs that result from the effect of the increased development intensity on the surrounding community.” Community amenities enhance the quality of life for existing Menlo Park residents located North of US 101 (particularly long-time Belle Haven residents) beyond available and reasonably expected City Services.

- I. Carbon-free Transit and Enhanced Transportation
 - Sidewalks, lighting, and landscaping: Enhance sidewalks, landscaping, and lighting to improve the overall walkability, safety, and aesthetics in the Belle Haven neighborhood and on Haven Avenue.
 - Transit: Create an EV shuttle system to connect Bayfront residents across Menlo Park and to neighboring cities.
 - Dumbarton Rail Crossing: Create a pedestrian and bicycle crossing of the Dumbarton Rail corridor between US 101 and Chilco Street.
 - Dumbarton Rail: Utilize the right-of-way for new transit line between Redwood City and Menlo Park in the near term with stations and a new pedestrian/bike path.
- II. Community-serving Retail (in or adjacent to Belle Haven)
 - Grocery Store: A full-service grocery store providing a full range of goods, including fresh fruits, vegetables and meat and dairy products.
 - Restaurants: A range of dining options, focused on sit-down restaurants serving residents and neighborhood employees.
 - Pharmacy: A full-service pharmacy that fills prescriptions and offers convenience goods.
 - Bank: A bank or credit union branch.
- III. Energy, Technology, Utilities, and Communication Infrastructure in the Belle Haven neighborhood
 - Underground power lines: Underground overhead electric and communications lines along Newbridge Street, Pierce Road, Terminal Avenue, and Chilco Street.
 - Telecommunications infrastructure: Improve existing Bayfront residents’ access to high quality, high speed broadband services.
 - Soundwalls: Construct soundwalls with landscaping to reduce noise, provide cleaner air, and improve aesthetics.
 - between US 101 and Kelly Park
 - between US 101 and the 1100 block of Willow Road
- IV. Enhanced Quality of Life
 - Affordable Ownership Housing: Provide affordable ownership housing above and beyond City minimum requirements for affordable housing with a clear preference for existing long-term residents of Belle Haven.
 - Anti-displacement Initiative: Fund programs to prevent displacement of current residents of Belle Haven and Haven Avenue.
 - Open space: Convert undeveloped properties to new parks in the Belle Haven neighborhood.
 - Sustainably fund a Bayfront Taskforce (as a non Brown Act body) to focus on High Quality Local Education, Environmental Justice, and Community Amenities.



STAFF REPORT

Planning Commission

Meeting Date:

6/5/2023

Staff Report Number:

23-041-PC

Regular Business:

Consider and adopt a resolution determining General Plan consistency for the 2023-24 projects of the five-year capital improvement plan

Recommendation

Staff recommends that the Planning Commission consider and adopt a resolution determining that the five-year capital improvement plan's projects for fiscal year (FY) 2023-24 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 five-year CIP provides a link between the City's General Plan and various master planning documents and budgets. It provides 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 five-year CIP includes projects in upcoming fiscal years, the Planning Commission is being asked to determine General Plan consistency for only the FY 2023-24 projects at this time. The Planning Commission will have opportunities to review the CIP and determine consistency each year. Projects planned for future years are shown in Exhibit A to Attachment A with a status of "future year".

On May 9, 2023, the City Council reviewed the five-year CIP and preliminary list of projects planned for FY 2023-24. The draft five-year CIP will be included in the City Manager's proposed 2023-24 budget. The City Council will conduct a budget workshop on June 1, 2023 and public hearing of the proposed budget and CIP on June 13, 2023, before the scheduled adoption of the budget on June 27, 2023.

Analysis

Staff has identified the General Plan goal(s) that most directly pertains to each project. The following goals were identified as those most relevant to the proposed projects:

- Circulation Element 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.
- Land Use Element LU-5: Strengthen the Downtown and 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.
 - Land Use Element LU-6: Preserve open-space lands for recreation; protect natural resources and air and water quality; and protect and enhance scenic qualities.
 - Land Use Element 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.
 - Open Space Element OSC2: Provide parks and recreation facilities.
 - Open Space Element OSC3: Protect and enhance historic resources.
 - Open Space Element OSC4: Promote sustainability and climate action planning.
 - Safety Element S1: Assure a safe community.

Overall, staff finds that the proposed projects would be generally consistent with the General Plan goals and policies.

The project descriptions for projects receiving funding this upcoming fiscal year and General Plan reference for each can be found as Exhibit A, attached to the draft resolution (Attachment A). The exhibit also includes the City Council district for each CIP project. Where a project is ongoing and would occur throughout the City the designation is identified as "all" (e.g. street lights, street resurfacing, etc.).

Correspondence

Staff has not received any items of correspondence on the FY 2023-24 CIP General Plan consistency review.

Conclusion

Staff has evaluated the FY 2023-24 CIP for consistency with the General Plan and has identified the General Plan goal most directly applicable to each CIP item. The CIP items are generally consistent with the General Plan goals and staff recommends that the Planning Commission adopt a resolution making the findings of consistency with the General Plan.

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. The City Manager's proposed budget including the five-year CIP will be published by June 1 and available at the webpage link in Attachment B.

Environmental Review

General Plan consistency determination is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378 since it is not a project as defined under CEQA. The potential environmental impacts associated with the FY 2023-24 projects in the five-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 five-year capital improvement plan's fiscal year 2023-24 projects are consistent with the General Plan

Exhibits to Attachment A

- A. City of Menlo Park five-year CIP - Projects for consideration in fiscal year 2023-24
- B. Hyperlink – City budget webpage:
<https://menlopark.gov/Government/Departments/Administrative-Services/Finance/City-budget>

Exhibits to Be Provided at Meeting

None

Report prepared by:

Tanisha Werner, Assistant Public Works Director Engineering

Reviewed by:

Kyle Perata, Planning Manager

DRAFT RESOLUTION NO. 2023-XX**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK
DETERMINING THAT THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN'S FISCAL
YEAR 2023-24 PROJECTS ARE CONSISTENT WITH THE GENERAL PLAN**

WHEREAS, California Government Code Section 65401 requires that City's Planning Commission make a determination that the annual CIP is in conformance with the City's General Plan; and

WHEREAS, the Planning Commission of the City of Menlo Park has reviewed the Fiscal Year 2023-24 projects of the five-year Capital Improvement Plan (CIP); and

WHEREAS, the Planning Commission has held a public meeting on this subject on June 5, 2023, 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.

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 2023-24 projects are consistent with the General Plan.

NOW, THEREFORE BE IF FURTHER RESOLVED that the Fiscal Year 2023-24 capital improvement projects contained in the capital improvement program (CIP) are consistent with the adopted General Plan by furthering the goals and policies of the Circulation Element including 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; Land Use Element including goals LU-5: Strengthen the Downtown and 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, LU-6: Preserve open-space lands for recreation; protect natural resources and air and water quality; and protect and enhance scenic qualities, and 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., Open Space Element including goals OSC2: Provide parks and recreation facilities, OCS3: Protect and enhance historic resources, and OSC4: Promote sustainability and climate action planning; and Safety Element including S1: Assure a safe community.

NOW THEREFORE BE IT FURTHER RESOLVED that the Planning Commission determines that the General Plan Conformity Finding is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378 since it is not a project as defined under CEQA.

I, Corinna Sandmeier, 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 5th day of June, 2023, 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 5th day of June, 2023.

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

EXHIBIT A

Five Year Capital Improvement Plan Update (2023-28)																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								</
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Stormwater																
Name	Status	Priority	Description	District	LU-1 Downtown/E Camino Real	LU-2 Open Space, OC-2 Provide Parks and Recreation Facilities	LU-7 Sustainable Services, OC-4 Promote sustainability and climate action planning	CIRC-1 Safe Transportation System	OC-3 Protect and enhance historic resources	SI-1 Assure a safe community	Funding Source 1	Funding Source 2	Request 23-24	Carryover	Total for 23-24	Planned 24-28 Requests
31 CPR002 Chrysler Pump Station	Construction	Tier 1	This project involves the design and construction of a new Chrysler Stormwater Pump Station. The existing facility was originally built in 1959 and has reached the end of its useful life. The improved facility will provide flood protection to sections of the Bayfront area, which include the Menlo Gateway buildings and a part of the Meta (formerly Facebook) Campus site. The City has been awarded a grant from the Federal Emergency Management Agency (FEMA) which would reimburse the City for \$5M towards the general capital fund. Construction began in Spring 2023 and will continue through 2025. The new funds requested in 2023-24 cover a portion of the anticipated construction contingency identified when the City Council awarded a contract in February 2023. The balance of the contingency is planned for 2024-25.	1		■			■		General Capital	Grant	\$315,298	\$12,944,519	\$13,259,817	\$595,702
32 CPR003 San Francisco Creek Upstream of 101 Flood Protection	Design	Tier 1	The second of two projects, the effort being led by the San Francisco Creek Joint Powers Authority focuses on improvements to creek sections located upstream of U.S. Highway 101 to protect communities in the City and the cities of Palo Alto and East Palo Alto from an event similar to the Flood of 1998. The project proposes to widen the creek in a number of sections and the replacement of the Pope Chaucer Bridge.	1, 2		■			■		General Capital			\$92,275	\$92,275	\$3,400,000
33 STR001 Stormwater Master Plan	Study/Plan	Tier 3	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.	All		■			■		General Capital			\$55,547	\$55,547	
34 CPR008 SAFER Bay Implementation	Ongoing	Tier 1	This project would provide funds to support the staff time needed to continue to implement a portion of the SAFER Bay project within Menlo Park. The City, SFCJPA, PG&E and Meta collaborated on an application to the Building Resilient Infrastructure and Communities (BRIC) program, which was submitted to the California Office of Emergency Services (Cal OES) and FEMA in 2020-21. On July 2, 2021, the City received confirmation that FEMA had selected the Menlo Park SAFER Bay project for further review. Since July 2021, the City has received multiple requests for additional project information and clarifications, to which the City has provided responses in collaboration with project partners.	1					■		General Capital	Grant		\$250,000	\$250,000	
35 STR003 Storm System Funding Study	Not Started	Tier 1	The Storm System Funding Study will make recommendations to pay for capital improvements identified in the Stormwater Master Plan to address surface water collection, operations, maintenance, treatment and storage requirements. It will evaluate future revenues and expenditures and identify an approach to fund improvements. It will also consider new regulations introduced in the updated regional stormwater permit order, which expand stormwater regulatory requirements and will have additional costs on city operations.	All		■					General Capital			\$110,000	\$110,000	
36 CPR004 Willow Place Bridge Abutment Repairs	Future Year	N/A	This project repairs damage to the bridge abutment from the December 2012 storm event. Preliminary study of repairs was completed with design and construction as next steps. An evaluation of the San Francisco Creek banks is underway, and this work will be refined as needed based on the results of that evaluation.	3					■		General Capital					\$250,000
												Subtotal	\$315,298	\$13,452,341	\$13,767,639	\$4,245,702

Streets and Sidewalks																	
Name	Status	Priority	Description	District	LU-6 Downtown/EI Camino Real	LU-6 Open Space OSC2 provide Parks and Recreation Facilities	LU-7 Sustainable Services, OSC4 Promote sustainability and climate action planning	CRC-1 Safe Transportation System	OSC3 Protect and enhance historic resources	SF Assure a safe community	Funding Source 1	Funding Source 2	Request 23-24	Carryover	Total for 23-24	Planned 24-28 Requests	
37 CPS002 Downtown Parking Lot Study	New	Tier 1	The project begins to implements project H.4.G (Prioritize Affordable Housing on City-owned Parking Lots Downtown), which promotes housing development on underutilized City-owned parking lots in downtown. As part of the first phase, the project would conduct a feasibility study to assess which parking lots are most suitable for residential development.	3, 4							General Capital		\$100,000	\$0	\$100,000		
38 CPS003 Utility Undergrounding	On Hold	Tier 3	An undergrounding district provides framework to place overhead electrical and communication lines underground, which is consistent with the policy direction provided in the EI Camino Real/Downtown Specific Plan and would be necessary for a potential future parking lot development downtown. Three utility undergrounding districts were adopted by the City in February 2020: downtown, Middlefield Avenue and Alma Street near Burgess Drive. This project would provide additional funds for the prioritization of these districts and to allow design work to progress. The construction phase of this project would be funded by Rule 20A funds.	4							General Capital	Rule 20A funds		\$661,556	\$661,556	\$5,000,000	
39 CPS004 Downtown Streetscape Improvement	Ongoing	Tier 3	This project plans and implements street furniture, landscaping, and streetscape improvements in the downtown area per the El Camino Real/Downtown Specific Plan. Since 2020-21, these funds are supporting the temporary street cafes and closure of parts of Santa Cruz Avenue between El Camino Real and University Drive to vehicle traffic.	3							General Capital	Downtown Public Amenity		\$456,082	\$456,082		
40 CPS006 Plaza 7 Renovations	On Hold	Tier 3	This project provides needed improvements at Parking Plaza 7 including asphalt pavement rehabilitation, storm drainage, lighting and landscaping.	4							Downtown Parking Permits			\$2,200,000	\$2,200,000		
41 CPS007 Plaza 8 Renovations	On Hold	Tier 3	This project provides needed improvements at Parking Plaza 8 including asphalt pavement rehabilitation, storm drainage, lighting and landscaping.	4							Downtown Parking Permits			\$200,000	\$200,000	\$2,000,000	
42 CPS008 Pierce Road Sidewalk and San Mateo Drive Bike Route Installation	Closeout	Tier 2	This project constructed a number of bicycle and pedestrian enhancements in the City, including sidewalk gap construction on Pierce Road between Ringwood Avenue and Carlton Avenue and Del Norte Avenue to Alpine 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. This project is partially funded by a grant from the San Mateo County Transportation Authority Measure A Pedestrian and Bicycle program and is substantively complete.	1, 2							TIF	Grant		\$504,676	\$504,676		
43 CPS009 Ravenswood Avenue (EI Camino Real to Laurel Street) Street Resurfacing	Construction	Tier 2	This project proposes to resurface Ravenswood Avenue (EI Camino Real to Laurel Street). This project enhances the City's roadway network and improves safety including a pilot bicycle lane installation between the railroad tracks and Noel Drive. The project will use rubberized asphalt concrete in lieu of traditional hot mix asphalt.	3							Highway Users Tax			\$1,096,377	\$1,096,377		
44 CPS011 Sidewalk Repair Program ³	Ongoing	Tier 2	This ongoing project consists of the removal of hazardous sidewalk offsets and the replacement of sidewalk sections that have been damaged by city tree roots in order to eliminate trip hazards. This project utilizes funds from the Landscaping Assessment District to partially fund the work completed each year.	All							Sidewalk Assessment	General Capital	\$600,000	\$561,725	\$1,161,725	\$1,750,000	
45 CPS013 Streetlight Conversion	Construction	Tier 3	Three neighborhoods in Menlo Park have streetlights on high voltage series circuits, which are unreliable, prone to damage and cause frequent, widespread outages. This project would replace these circuits with updated electrical equipment to improve reliability of streetlights. The construction of first phase, in Suburban Park and Flood Triangle neighborhoods, is substantially complete. In FY 2023-24, this project would include a trial of solar powered streetlights that would inform decisions about the design of the future phases of the project (West Menlo and Linfield Oaks).	All							General Capital			\$325,442	\$325,442	\$2,000,000	
46 CPS014 Street Resurfacing Project	Bid/Award	Tier 1	This ongoing project includes the selection and detailed design 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, and incorporates multi-modal transportation infrastructure in accordance with the City's transportation plans as streets are identified for resurfacing. This cost estimate does not account for application of any specialized paving treatments to reduce roadway noise.	All							Const. Impact Fee	Highway Users Tax	\$2,000,000	\$6,828,319	\$8,828,319	\$6,200,000	
47 CPS016 Middlefield Rd Resurfacing	Construction	Tier 3	This project would resurface the portions of Middlefield Road (Woodland to Ravenswood) that were not recently resurfaced by Cal Water as part of a water main replacement project. The project will include permanent striping for the portions of Middlefield Road that will receive striping in paint for the ongoing pilot lane reconfiguration. It will also include evaluation of upgrades to the Middlefield/Willow and Middlefield/Woodland intersections. The project will include robust outreach on the pilot and the remaining sections of Middlefield Road including workshops, pop up events, and a public survey.	2							Const. Impact Fee			\$150,000	\$150,000	\$4,050,000	
48 CPS023 Welcome to Menlo Park Monument Signs	Future Year	N/A	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.	All							General Capital					\$180,000	
49 CPS025 Sand Hill Tunnel Rehabilitation	Pre-Design	Tier 2	This project would rehabilitate the tunnel under Sand Hill Road near Sand Hill Circle to conduct repairs and ensure its structural integrity.	5							General Capital			\$490,000	\$490,000		
												Subtotal	\$2,700,000	\$13,474,176	\$16,174,176	\$21,180,000	

Traffic and Transportation																
Name	Status	Priority	Description	District	LU-1 Downtown/El Camino Real	LU-2 Open Space, OC-2 Provide Parks and Recreation Facilities	LU-7 Sustainable Services, OSC-4 Promote sustainability and climate action planning	CIRC-1 Safe Transportation System	OSC-3 Protect and enhance historic resources	SI Assume a safe community	Funding Source 1	Funding Source 2	Request 23-24	Carryover	Total for 23-24	Planned 24-28 Requests
50 CPT003 El Camino Real Crossing Improvements	Design	Tier 2	This project is designing and implementing improvements for east-west pedestrian and bicycle connections as identified in the El Camino Real Corridor Study. The project will implement improvements at Ravenswood Avenue. Improvements are under study or design at Roble Avenue, Santa Cruz Avenue, Oak Grove Avenue, and Encinal Avenue.	3, 4			■	■			TIF	Grant	\$200,000	\$190,957	\$390,957	\$1,000,000
51 CPT004 Haven Avenue Streetscape Improvements	Bid/Award	Tier 1	This project provides new bicycle and pedestrian facilities on Haven Avenue, connecting Menlo Park, San Mateo County and Redwood City residents and employees. It provides a direct connection to the San Francisco Bay Trail, functioning as an interim gap closure of the Bay Trail between Bedwell-Bayfront Park and Seaport Avenue, better serving commute and recreational needs. This project is partially funded by grants from Caltrans and the state of California.	1			■	■			TIF	Grant		\$2,340,885	\$2,340,885	
52 CPT005 Middle Avenue Caltrain Crossing Study Design and Construction	Design	Tier 1	This project would provide a grade-separated crossing under the Caltrain railway to create a pedestrian/ bicycle connection near Middle Avenue, between Alma Street near Burgess Park and El Camino Real at the plaza being developed as part of the Middle Plaza at 500 El Camino Real development. The project has completed preliminary design and environmental clearance and is working on securing the needed right of way. Coordination with Caltrain on the project is ongoing as it moves forward into final design.	3			■	■			TIF	Grant		\$5,696,290	\$5,696,290	\$9,000,000
53 CPT006 Middlefield Road and Linfield Drive, Santa Monica Ave. Crosswalk Improvement	Not Started	Tier 3	This project would evaluate and complete engineering design for crossing improvements at the Middlefield Road/Linfield Drive and Santa Monica Avenue intersections to improve bicycle and pedestrian safety at this location. This project effort would include coordination with Menlo Park Fire Protection District for emergency access considerations to Station 1 adjacent to the intersection. This project will be coordinated with Middlefield Road Resurfacing.	3			■	■			Measure A			\$80,000	\$80,000	\$880,000
54 STT001 Caltrain Grade Separation	Pre-Design	Tier 3	In 2023, City Council reaffirmed the selection of a hybrid grade separation of Caltrain (combined lowered road and raised rail) for Ravenswood, Oak Grove, and Glenwood Avenues. The project would start the environmental review and preliminary (30%) design work to advance the preferred concept.	3			■	■			TIF	Grant	\$2,000,000	\$264,999	\$2,264,999	\$10,000,000
55 CPT007 Traffic Signal Modifications	Ongoing	Tier 3	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.	All			■	■			TIF		\$175,000	\$967,804	\$1,142,804	\$1,750,000
56 CPT008 Transit Improvements	Construction	Tier 2	The purpose of this project is to support development of transit options and improvements in Menlo Park. Improvements to bus stop amenities (benches, new signs, schedules and markings to guide shuttle users) will be installed through this project. This project also includes the City's match for the Shuttle Evaluation Study, for which the City was awarded a Caltrans Sustainable Planning Grant. The study will provide a comprehensive evaluation of the City's shuttle system.	All			■	■			TIF	Grant		\$186,735	\$186,735	
57 CPT009 Transportation Projects (Minor)	Ongoing	Tier 2	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.	All			■	■			TIF	Measure A	\$75,000	\$1,039,014	\$1,114,014	\$875,000
58 STT003 Willow Road Transportation Study	Study/Plan	Tier 3	This project supports ongoing coordination with Caltrans to evaluate and design safety improvements to Willow Road. This includes developing plans for enhanced crosswalks and bicycle lanes as part of a recent maintenance resurfacing of Willow Road and pursuing opportunities to fund additional pedestrian and bicycle safety enhancements of Willow Road.	1			■	■			TIF	TIF		\$85,255	\$85,255	
59 CPT010 Willow/101 Interchange Improvements	Design	Tier 1	Construction of the Willow Road/US 101 interchange was completed in mid-2019. As a follow up to the interchange reconstruction, this funding would support the planning and design of landscaping to be installed in the project area. The landscaping design would be closely coordinated with Caltrans, who owns and has responsibility to maintain the majority of the project area; San Mateo County Transportation Authority (funding partner for the interchange construction); and East Palo Alto, since a portion of the interchange located within the boundaries of East Palo Alto.	1, 2			■	■			Grant	Measure A	\$400,000	\$172,247	\$572,247	\$2,600,000
60 CPT011 Willow Oaks Bike Connector	Design	Tier 2	This project upgrades the existing pedestrian pathway in Willow Oaks Park to accommodate both bicycles and pedestrians. It will also extend the pathway from Willow Road to Gilbert Avenue and widen the path to ten feet where feasible. Other improvements include adjustments to back flow preventers and storm drainage improvements near Pope Street to reduce water ponding.	2							TIF			\$500,000	\$500,000	
61 CPT022 Willow Rd and Newbridge St Pedestrian and Bicycle Improvements	Not Started	Tier 3	This project would design and implement pedestrian and bicycle improvements on Willow Road between Bayfront Expressway and US 101, including a new pedestrian crossing at O'Brien Drive and Class IV separated bikeways on both sides of the street. This project would follow Caltrans recent work to repave Willow Road and make near-term improvements, including installation of buffered bike lanes and high visibility crosswalks.	1			■	■			TIF	Grant		\$400,000	\$400,000	\$5,600,000
62 CPT029 Caltrain Quiet Zone Evaluation	Pre-Design	Tier 1	This project would advance final design to implement grade crossing improvements needed to establish a quiet zone in Menlo Park. The carryover funds represent the balance remaining from the contribution from Springline through the project's development agreement.	3, 4			■	■			Downtown Public Amenity		\$150,000	\$298,748	\$448,748	\$4,000,000

63	CPT030 Belle Haven Traffic Calming Plan Implementation	Bid/Award	Tier 1	This project would fund ongoing staff time to support completion of the Belle Haven Traffic Calming Plan implementation efforts. This project is required as an environmental mitigation measure for the Facebook Campus Expansion project. The project is in final design, with construction anticipated in summer 2023.	1					■		■		Measure W			\$50,000	\$50,000		
64	CPT031 Middle Avenue Complete Streets Study	Pre-Design	Tier 1	This project is implementing the City Council adopted plan to implement traffic calming and bicycle lanes along Middle Avenue, building on recommendations from the Transportation Master Plan. The bicycle lanes will be implemented initially as a pilot in Summer 2023, with final design of raised crosswalks, speed feedback signs, and other elements to follow. The pilot will include community engagement during the pilot. Between El Camino Real and University Drive, Stanford University will implement the bicycle lanes as an environmental mitigation measure (TRA-2.1) for the Middle Plaza (500 El Camino Real) project.	4, 5					■		■		TIF	Grant	\$1,200,000	\$200,000	\$1,400,000		
65	STT005 Coleman-Ringwood Avenues Transportation Study	Study/Plan	Tier 2	This study is being led by San Mateo County with partnership by the City of Menlo Park. The study area is Coleman Avenue from Willow Road to Ringwood Avenue and Ringwood Avenue from Bay Road to Middlefield Road. The study will develop preferred conceptual designs for Ringwood and Coleman Avenues through a robust community engagement process, including gathering and analyzing data, developing and applying evaluation criteria, and identifying improvements to active transportation, safety and mobility.	3					■		■		Measure W			\$183,490	\$183,490		
66	STT012 Local Road Safety Plan	Study/Plan	TBD	This project is developing an action plan to implement the City's Vision Zero policy by identifying and prioritizing strategies to improve transportation safety across the City, considering collision data and systemic safety challenges. The project also makes the City eligible for several regional, state, and federal grants.	All					■		■		Transportation			\$180,513	\$180,513		
Subtotal																	\$4,200,000	\$12,836,937	\$17,036,937	\$35,705,000

