STAFF REPORT

City Council
Meeting Date: **8/27/2024**
Staff Report Number: **24-150-CC**

Public Hearing: **Consider a City Council call-up of the Planning Commission's approval of a use permit and architectural control permit to demolish an existing service station and construct a new service station, including a convenience store and car wash for Chevron, and a use permit to allow concurrent sale of beer and wine for off-premises consumption (Type 20 Alcoholic Beverage Control License) with motor vehicle fuel and 24-hour operations for the fueling pumps and limited 24-hour operations for the convenience store in the C-2-S (Neighborhood Commercial, Special) zoning district at 1399 Willow Rd. Determine this action is consistent with the certified Willow Village Masterplan Project Environmental Impact Report.**

Recommendation

Staff recommends that the City Council adopt a resolution (Attachment A) denying an appeal (City Council call-up) and upholding the Planning Commission's approval, with modifications to the conditions of approval, of a project located at 1399 Willow Rd., which includes the following components:

- Use permit and architectural control permit to demolish an existing service station, car wash, and convenience store and construct a new service station with a car wash and convenience store for Chevron in the C-2-S (Neighborhood Commercial, Special) zoning district; and
- Use permit to allow concurrent sale of beer and wine for off-premises consumption (Type 20 Alcoholic Beverage Control License) with motor vehicle fuel; and
- Use permit for 24-hour operations for the fueling pumps and a convenience store with limited services between 10 p.m. and 6 a.m.

Policy Issues

Zoning ordinance §§16.82.030 and 16.68.020 identify the required findings for consideration for the use permit and architectural control requests, respectively, and the draft City Council resolution in Attachment A applies those findings to this project. The City Council should consider if the project is consistent with the approved Willow Village Masterplan project by allowing the relocation of the gas station and convenience store, which enables the realignment of Hamilton Avenue to improve site access to the Willow Village project site and achieve the project's objective of creating a unique master-planned, mixed-use neighborhood. The following goals, policies, and programs from the City's General Plan are applicable to the City Council's consideration of the call-up of the Planning Commission's approval of the use permit and architectural control permit:

- Goal LU-3 - Retain and enhance existing and encourage new neighborhood-serving commercial uses, particularly retail services, to create vibrant commercial corridors.
- Policy LU-3.3 – Neighborhood Retail
- Goal N1 – Achieve Acceptable Noise Levels
- Policy N1.1 – Compliance with noise standards
- N1.6 – Noise reduction measures

The City is currently developing its first Environmental Justice Element and updating its Safety Element. While the draft elements are not adopted, the call-up email letter identified that the call-up was requested in relation to these planning efforts. Staff provides a response to this component of the call-up letter in the analysis section of this report for the City Council's consideration.

Background

In 1998, the Planning Commission approved a comprehensive redevelopment of the three parcels on the northwest and southwest corners of Willow Road and Hamilton Avenue. The overall development was comprised of the Belle Haven Shopping Center and the Chevron station. The project was undertaken by the former Menlo Park redevelopment agency in partnership with a private developer to which the properties were later sold. During the planning process for the project, a Belle Haven Needs Assessment Study was conducted, which identified retail uses, restaurants, and a service station as high priority items for this location. The City Council adopted the C-2-S zoning district to facilitate the development, and adopted the Willow Road Design Guidelines to inform the design.

In November 2022, the City Council approved a development agreement (DA), conditional development permit (CDP), and other land use entitlements for the Willow Village Masterplan project which will redevelop approximately 60 acres of Meta-owned properties on the eastern side of Willow Road with a mix of office, residential, and commercial uses located at 1350-1390 Willow Rd., 925-1098 Hamilton Ave. and 1005-1275 Hamilton Ct. As part of the preferred variant of the Willow Village project, Hamilton Avenue will be realigned with Willow Village's Main Street, which will be one of two main entrances into the Willow Village site from Willow Road. The realigned Hamilton Avenue will conflict with the existing service station and convenience store, requiring the existing Chevron station to be demolished. More information on the Willow Village Masterplan project is available on the City-maintained project page (Attachment B).

Site location

Using Willow Road as a north-south orientation, the property is located in the southwest corner of the intersection of Willow Road and Hamilton Avenue. The property is located in the C-2-S zoning district which is intended to provide a range of neighborhood serving uses such as retail, restaurant and personal services. Properties directly abutting the property to the south and southwest are residential and include the new Gateway Rising development in the R-4-S (High Density Residential District, Special) zoning district and one single-family residence in the R-1-U (Single Family Urban Residential) zoning district. Additional properties to the west along Hamilton Avenue and to the south along Carlton Avenue are also in the R-1-U district. The Belle Haven Shopping Center is located across Hamilton Avenue to the north and is also in the C-2-S zoning district. Properties across Willow Road to the east are in the O-B-X (Office, Bonus, overlay) and R-MU-B-X (Residential Mixed Use, Bonus, Conditional Development overlay) zoning districts and are part of the approved Willow Village Masterplan project site. A location map is included as Attachment C.

Project description

The proposed project would demolish the existing Chevron service station, convenience store and carwash, and construct a new service station, convenience store and carwash on the reconfigured project site.

Service stations are a conditional use in the C-2-S zoning district and require use permit approval. Additionally, the convenience store would sell beer and wine for off-site consumption (Type 20 Alcoholic Beverage Control license), which also requires use permit approval.

The service station would operate 24 hours a day, with limited service in the convenience store at night, which is consistent with its current operation. The fuel pumps would be open 24-hours. Between the hours of 10 p.m. and 6 a.m. the convenience store would be locked and limited to sales through a night drawer. The project conditions (Attachment A, Exhibit D) restrict alcohol sales between 10 p.m. and 6 a.m. Alcohol sales would not commence until the redevelopment of the site with the expanded convenience store (ensured through project condition 2.e). Consistent with the current carwash, the hours of operation for the new carwash would be limited to the hours of 8 a.m. to 6 p.m. through condition 2.g. to ensure operation does not occur in the early morning or nighttime hours to limit potential noise impacts to the adjacent residences.

With the exception of maximum floor area ratio (FAR), there are no development standards in the C-2-S zoning district. Sheets A1.2 and A1.4 of the plan set show the location of the existing service station and proposed service station relative to the Hamilton Avenue realignment. The redevelopment would increase the size of the convenience store from 3,220 square feet to approximately 4,088 square feet. The convenience store, canopy and carwash would comply with the FAR of the project site after the Hamilton Avenue realignment, which would reduce the size of the property. All other development standards, including setbacks, height, building coverage, parking, and landscaping requirements are within the discretion of the Planning Commission, or the City Council upon appeal. The Willow Village master plan project authorized a number of heritage and non-heritage tree removals to enable the realignment of Hamilton Avenue; however, during project review eight additional heritage trees, for a total of 11 heritage trees, and the remainder of the non-heritage trees on-site were identified for removal due to the extensive grading needed to comply with Federal Emergency Management Agency (FEMA) flood zone standards. Five Chinese pistache street trees along Carlton Avenue would be retained, which would provide screening of the carwash building. The project plans and project description letter are included as Attachment A, Exhibits A and B, respectively.

Site layout

The project would consist of demolition of all existing structures, including underground fuel storage tanks, and construction of a new pump station and canopy, new convenience store and new carwash. The pump canopy would be located on the eastern side of the property closer to Willow Road and would consist of 12 fuel pumps which would be consistent with the existing number of fuel pumps. The existing service station includes three underground storage tanks (USTs); one 20,000-gallon gasoline tank, one 15,000-gallon gasoline tank, and one 10,000-gallon diesel tank. The project would remove the tanks and replace them with three new USTs. The gasoline tanks would remain the same size, however the size of the diesel tank would increase to 12,000 gallons. The overall volume of fuel storage on-site would be generally consistent with existing levels, however, the Applicant would be required to update their existing permits with the Menlo Park Fire Protection District, San Mateo County Environmental Health Services Division, and to notify the Bay Area Air Quality Management District. The pump station canopy would be located approximately 59 feet from the front (Willow Road) property line. The canopy would be set back from Hamilton Avenue approximately 42 feet (right side), and set back approximately 47 feet from the southern property line (left side shared with MidPen's Gateway Rising development). The proposed project site layout would accommodate planned improvements along Willow Road (e.g., Class IV bike lanes).

The convenience store and car wash would be located further east on the property. The convenience store would have a right side setback of approximately 42 feet for the majority of the building's façade, however, due to the curve in Hamilton Avenue, the convenience store would have a setback of approximately 29 feet,

7 inches at its nearest point to Hamilton Avenue. The left side of the convenience store would have a side setback of 18 feet, 6 inches.

The carwash would be directly behind the convenience store and would have a right side setback of approximately 8 feet at its closest point to Hamilton Avenue, a setback of 5 feet, 2 inches from the western property line along Carlton Avenue, and a left side setback of 30 feet, 6 inches. Due the proximity of the proposed carwash to the adjacent single-family residence, a noise study was conducted to identify if the carwash would comply with the City's noise ordinance and if necessary, identify measures to bring the carwash into compliance with the City's noise ordinance (Attachment A, Exhibit C). Additional details on the noise analysis are included later in this report.

24-hour operation

The applicant proposes to operate the service station and convenience store 24 hours a day, consistent with the existing hours of operation. Chapter 8.12 of the Menlo Park Municipal Code (MPMC) requires a permit for business operations between the hours of midnight and 6 a.m. on premises within 300 feet of any property zoned for or occupied by residential uses. As described in a previous section, parcels zoned for and occupied by residential uses are located immediately adjacent to the south and east of the subject site. A use permit is not required until a complaint is lodged with the Community Development Department, but applicants have the option to apply for a use permit regardless of whether or not a complaint is lodged. The Community Development Department has not received a formal complaint that would necessitate a use permit at this location, but the applicant is proactively requesting a use permit to receive clarity on the issue.

Chapter 8.12 specifies that the criteria for granting or denying a permit shall be as follows:

- Whether the permit will allow activity which interferes with the peace and quiet of persons of ordinary sensibility while enjoying property in use as residential property,
- The number of persons affected,
- The extent of such interference,
- The length of time during which an existing business has been operating between the hours of midnight and 6 a.m. without significant complaint to the city, and
- Hardship to the business from loss of income or other factors if the permit is not granted.

The MPMC further states that the permit shall be granted unless it is found that the interests of the residents in the peaceful and quiet enjoyment of residential property outweigh the interests of the business seeking the permit. The permit shall be denied in whole or in part, or conditions shall be attached to the permit, only to the extent that the denial or conditions are supported by the findings.

The fueling pumps would be open 24 hours though the use of an automatic payment system. The convenience store would also remain open 24 hours, however, the store would be locked between the hours of 10 p.m. and 6 a.m., and a limited selection of retail items would be available through use of a night drawer. The cashier would also be able to accept payments for the fuel pumps. The Police Department reviewed the proposal and did not express any concerns with the hours of operations since the existing service station operates 24 hours and there have not been significant issues with the current operation. Staff believes that the limited nighttime convenience store operations would not impact the peace and quiet of the nearby residences. Further, staff believes that the presence of an on-site employee and implementation of security measures outlined in the project description letter would reduce potential impacts to the neighborhood.

Concurrent sale of alcohol with motor vehicle fuel

As part of the proposed operation of the convenience store, the applicant is requesting approval of a Type

20 Alcoholic Beverage Control (ABC) license to sell beer and wine for off-premises consumption. Use permit approval is required when alcohol is proposed to be sold concurrently with motor vehicle fuel. The convenience store would include a “beer cave” of approximately 270 square feet near the rear of the building where the alcoholic beverages would be stored. The applicant states in their project description letter that the sale of alcohol would be restricted between the hours of 2 a.m. and 6 a.m. per state law. The applicant also states that the existing convenience store would not sell alcohol, and that alcohol sales would only begin upon redevelopment. To ensure this, staff has included recommended condition of approval 2.e, which would prohibit the sale of alcohol before the site being redeveloped. Since the census tract in which the proposed project is located does not have any other active off-sale ABC licenses, it is not considered over concentrated, and a determination of public convenience or necessity is not required to be made by the Planning Commission in order for ABC to grant the license.

In 2015, the previous operator of the convenience store applied for a use permit to sell beer and wine at the site. The applicant ultimately withdrew the application amid concerns regarding a history of alcohol-related incidences in the area that stemmed from prior incidences in the 1990s and early 2000s. The Police Department reviewed the proposed project and determined that the proposal would not be anticipated to result in public safety issues. The limited hours of the convenience store would further reduce potential public safety concerns.

The applicant indicates that they have access to Chevron University, which provides convenience store tutorial videos on many customer service subjects, including age restricted sales and the sale of alcohol. Training would be required of all employees to ensure compliance with applicable laws and regulations regarding the sale of alcohol. Finally, although the convenience store would be open 24 hours, as mentioned above, the store would be locked between the hours of 10 p.m. and 6 a.m., with limited service through a night drawer. Alcohol would not be available for purchase through the night drawer, effectively limiting alcohol sales between 10 p.m. and 6 a.m. Condition of approval 2.f. would ensure alcohol is not sold through the night drawer. The hours available for purchase of beer and wine would be consistent with the Chevron station convenience store hours of operation at 1200 El Camino Real, which received use permit approval for off-sale beer and wine in 2019.

The ABC has indicated that the census tract in which the project site is located is not over concentrated. Additionally, the Menlo Park Police Department has reviewed the project and determined that an off-sale beer and wine (Type 20) ABC license at this location would not result in an impact on public safety. Staff believes that while conditions in the area could change in the future, the convenience store hours of operation, the low number of off-sale licenses in the census tract currently, and Chevron’s training materials would limit potential future concerns.

Timing

Since the project is dependent upon realignment of Hamilton Avenue for the Willow Village project, the project would not occur before the abandonment and realignment of Hamilton Avenue. Various implementing permits for the Willow Village Masterplan project are currently under review, but the project may not start construction in the immediate future. Therefore, the project conditions of approval include a two-year term for the use permit to remain in effect, instead of the standard one-year term for use permits, to allow time for the Willow Village Masterplan project to begin construction. Typically use permits can be extended after the one year term for an additional year by the community development director. The conditions of approval incorporate this additional year and would require a use permit revision after two years to extend the entitlements if a building permit is not submitted. If a use permit revision is necessary to extend the entitlements, it would be reviewed by the Planning Commission.

Additional project details

More details about the proposed project, including information regarding development regulations; General Plan compliance; vehicular and pedestrian circulation and parking; and open space and landscaping are included in the April 15, Planning Commission staff report in Attachment D.

Previous Planning Commission review and action

On July 8, the Planning Commission reviewed and approved the project. The Planning Commission considered written and oral public comments on topics of heritage tree replacements, bicycle and pedestrian access, healthy food choices and alcohol sales. The Planning Commission's discussion primarily focused on the sale of alcohol and replacement of heritage trees on-site. The Planning Commission also discussed internal bike and pedestrian facilities and their connection to the public street frontages along Willow Road and Hamilton Avenue. The Planning Commission expressed the desire to offer healthy foods at the convenience store to fill a need in the community, but approved the project 4-0 as recommended by staff (Planning Commissioners Do, Schindler and Silin absent), which did not include conditions of approval regarding the types of items to be available at the convenience store. The staff report and meeting minutes are included as Attachments D and E, respectively.

Analysis

Call-up of the Planning Commission's action

Pursuant to MPMC §16.86.025, the City Council or any member of the City Council may call up any final decision of the Planning Commission by filing a notice of call-up with the city clerk. On July 12, the city clerk received a timely call up of the Planning Commission's approval of the project entitlements which was submitted by Mayor Taylor. The main grounds of the call-up letter (Attachment A, Exhibit F) are summarized below in italics and followed by a summary of staff's responses. At a City Council public hearing of any call-up, the City Council may affirm, reverse, or modify the decision of the Planning Commission. To reverse or modify the Planning Commission's decision requires an affirmative vote of three-fifths of the City Council (i.e., three of the five members.).

Health and safety concerns in the neighborhood and relocating fuel tanks

The call-up request expresses concerns with locating a service station in the neighborhood and the potential effects to health and safety. Additionally, the call-up request expresses concerns with removing and replacing the USTs, citing concerns with potential contamination with fuel leaks. Generally, staff believes that removal and replacement would increase the health and safety of the neighborhood by updating older infrastructure with the newest UST equipment and monitoring technology. While the proposed change in USTs represents a 20% increase in diesel capacity, the change would only be an increase of approximately 5.7% in total fuel capacity amongst all of the USTs, and is generally consistent with the existing use. The new USTs would also be located further away from adjacent residences than the existing USTs. The excerpted site plan is included as Attachment F. The USTs and service station would be subject to comprehensive permitting and monitoring from several agencies, detailed below.

Removal and replacement of the USTs fall under the purview of San Mateo County Environmental Health Services as part of the Certified Unified Program Agencies (CUPA), which issues permits to conduct work on USTs and for their operation. The County supervises removal requirements, which includes thoroughly cleaning the USTs, testing the USTs to ensure no residual hydrocarbons remain in the tanks before removal, removal of the USTs, and testing of the surrounding soil after the USTs have been removed. Soil samples are tested, and if contamination is detected, the County works with the Applicant on next steps, which may include remediation of contaminated soil. Additionally, the Willow Village environmental impact report (EIR) includes mitigation measure HAZ-4a, which ensures any contaminated soil found during construction of the project is remediated.

The CUPA also reviews and supervises installation of new USTs. Installation of the tanks would be subject to similar safeguards during construction and testing before operation. A Hazardous Materials Business Plan (HMBP) is required to be submitted to the County before operation of the facilities. The applicant has provided the HMBP for the existing service station (Attachment G), which would be updated for the proposed station and submitted to the County for approval before operation. The applicant has provided a summary of the required permitting, best practices, and safeguards for the removal, installation and operation of USTs (Attachment H), as well as a summary and diagram of the leak detection system used for USTs (Attachment I).

In addition to CUPA review of the tanks, the Bay Area Air Quality Management District (BAAQMD) is notified when USTs are removed and when new USTs are installed. However, BAAQMD does not require any additional permits for the removal, replacement or operation of new USTs.

The project would also be subject to an operating permit issued by the Menlo Park Fire Protection District (MPFPD) which regulates on-site storage of hazardous materials. The MPFPD confirmed that the existing USTs are fully permitted and that additional permits would be required before removal of the existing USTs and installation of the new USTs. The MPFPD would also review construction documents to confirm compliance with applicable Fire codes before building permit issuance and would be involved in inspection of the facilities during construction to ensure compliance. Transportation of the fuel to the project site would be regulated by the California Department of Transportation.

Standard conditions of approval require that applicants comply with all applicable standards of various permitting agencies including MPFPD, West Bay Sanitary District, and utilities companies before building permit issuance. For clarity, staff included project-specific conditions 2.h through 2.j, which have been added to the conditions of approval after the Planning Commission hearing. The added conditions update the standard condition to include the San Mateo County Environmental Health Department and BAAQMD, and would require the applicant to submit proof of issued permits or required notification to the Planning Division before removal of the existing USTs, construction of the new USTs, and operation of the service station.

Addition of alcohol sales

The call-up request cites concerns with adding the sale of alcohol to the project site. MPMC §16.82.035 allows for the concurrent sale of alcohol with motor vehicle fuel as a conditional use. The section details a process for public hearings related to the request, but does not require additional findings beyond the standard use permit findings of the proposal not being detrimental to the health, safety, morals, comfort, and general welfare of the neighborhood, which may be granted by the Planning Commission subject to conditions of approval to ensure the use permit findings can be met. During review of the application, the Police Department reviewed the application and determined that given the current conditions on-site and in the surrounding neighborhood, the addition of alcohol sales at the project site would not create a public safety issue.

California Business and Professions Code §23890.5(c) expressly authorizes the City to grant a CUP to an applicant seeking to engage in the concurrent sale of motor vehicle gas and alcohol for off-site consumption, as long as the City's CUP ordinance allows for written findings, a provision for appeal, a procedure for notice and testimony and a requirement that findings be based on substantial evidence of the whole record. Section 23790.5 imposes six conditions on the concurrent sale of motor vehicle gas and alcohol, and allows the City to impose more stringent conditions.

Pursuant to California Business and Professions Code §23890.5(c), the following conditions apply to the concurrent sale of motor vehicle gas and alcohol for off-site consumption:

1. No beer or wine shall be displayed within 5 feet of the cash register or the front door unless it is in a permanently affixed cooler as of Jan. 1, 1988.
2. No advertisement of alcoholic beverages shall be displayed at motor fuel islands.
3. No sale of alcoholic beverages shall be made from a drive-in window.
4. No display or sale of beer or wine shall be made from an ice tub.
5. No beer or wine advertising shall be located on motor fuel islands and no self-illuminated advertising for beer or wine shall be located on buildings or windows.
6. Employees on duty between the hours of 10 p.m. and 2 a.m. who sell beer or wine shall be at least 21 years of age.

The proposal would need to comply with State law.

Although the convenience store would be open 24 hours, the public would not be able to access the inside of the store between 10 p.m. and 6 a.m. A limited range of items would be available for purchase through a "night drawer" attended by a convenience store employee. In its recommendation to the Planning Commission, staff included conditions of approval that would prohibit the sale of alcohol through the night drawer, effectively limiting the sale of alcohol to the hours of 6 a.m. to 10 p.m. despite the Alcohol Beverage Control (ABC) allowance to sell alcohol until 2 a.m. Staff believes inclusion of this condition would be effective in ensuring the property does not become a late-night retail destination.

Finally, staff believes the sale of alcohol is consistent with other recent approvals for the sale of beer and wine at fueling stations in Menlo Park. In 2019 the Planning Commission approved the concurrent sale of beer and wine with motor vehicle fuel at the Chevron station located at 1200 El Camino Real. In 2021, the Planning Commission granted a use permit and architectural control at the same location to expand the convenience store, which included an expansion of the amount of area dedicated to alcohol sales in the convenience store. In contrast, a use permit for the sale of beer and wine at the 76 gas station located at 710 Willow Rd. was denied by the Planning Commission at its March 9, 2020, meeting, citing concerns with the operator's noncompliance with City ordinances restricting the sale of flavored tobacco leading to staff and the Planning Commission not having confidence in the operator's ability to comply with applicable alcohol regulations. Upon appeal by the applicant, the denial was upheld by the City Council at its Aug. 31, 2021, meeting.

Given the proposed conditions limiting the sale of alcohol through the night drawer and the police department's assessment of the existing conditions and determination that the sale of beer and wine would not create a public safety concern, as well as the proposal's compliance with State law, staff believes that the sale of beer and wine at this location is consistent with other recent approvals for beer and wine sales at gas stations and is appropriate in this location.

Traffic impacts on Hamilton and Willow

The call-up request expresses concerns with potential traffic impacts along Willow Road and Hamilton Avenue. The project would allow Hamilton Avenue to be realigned with the future Main Street within the Willow Village Project site, which would provide a direct connection from the Belle Haven neighborhood to retail and service businesses within the site. Without the realignment of Hamilton Avenue, the "No Hamilton Realignment" variant of the Willow Village project studied by the Willow Village EIR could be implemented. This variant maintains access into the Willow Village project site from Hamilton Avenue; however, the Willow Village site would be rearranged, and residents would be required to take a more circuitous route either through the Willow Village site or via Willow Road to reach the grocery store and retail/entertainment district. Additionally, the Willow Village EIR concluded that the No Hamilton Realignment variant would result in greater increase in average delay at the site-accessing intersections of Willow Road and Hamilton Avenue during the a.m. peak hours and the Willow Road and Park Street intersection during both peak

hours compared to the project with the realignment.

Generally, reconstruction of the service station would not affect operations on Willow Road, as there would continue to be a signalized intersection at the corner of the project site. Although reconstruction of the service station itself would not require improvements to Willow Road beyond new sidewalks, implementation of the Willow Village master plan project includes additional improvements to Willow Road, including improvements to bicycle and pedestrian facilities that would be strengthened by the Hamilton Avenue realignment. Redevelopment of the gas station would occur in conjunction with the Hamilton Avenue realignment and the related parcel map and so all public improvements on Hamilton Avenue would be part of that mapping process. Independent of the Willow Village masterplan project, the City's Transportation Division continues to advance the Willow Road Pedestrian and Bicycle Safety project, which received grant funding from the San Mateo County Transportation Authority Measure A & W Highway Program.

Overall quality of life
The call-up request expresses concerns with the impact to the quality of life the proposed reconstructed service station would create. Since the project would replace the service station and carwash facilities in substantially the same capacity as the existing station, staff believes that reconstruction of the station would have minimal impact. The relocation of the service station could have benefits that come with newer facilities and the ability to realign Hamilton Avenue for improved access to Willow Village.

Second, the proposed station would maintain access to vehicle fuel and convenience store for Belle Haven residents, employees in the project vicinity, and commuters who travel to and from the East Bay on Willow Road. The nearest other fueling station is the 76 gas station located at 710 Willow Rd., on the southern side of Highway 101, and additional travel could create more congestion and inconvenience. The project would also include the replacement of electric vehicle charging stations, which provide Belle Haven residents, employees in the vicinity, and commuters additional access to vehicle charging stations. These stations could be utilized by residents that may not have chargers in their residences.

Finally, a noise analysis was conducted for the proposed carwash, which includes suggested noise reduction measures to reduce noise from the carwash (Attachment A, Exhibit C). The noise study includes an analysis of the noise from the car wash, particularly from the drying element, which would face north, away from the nearest residences, but would not comply with the limits in the noise ordinance. The study includes measures, such as sound rated doors at the carwash entrance and a sound wall on the northern exit, which would reduce the noise of the carwash to below the daytime noise limits. The measures identified in the noise study have been implemented in the project plans, however, implementation of the noise measures is also included as condition 2.c to ensure compliance. Hours of operation for the carwash would be limited to the hours of 8 a.m. to 6 p.m. through condition 2.g. to ensure operation does not occur in the early morning or nighttime hours to limit potential noise impacts to the adjacent residences. These hours of operations are consistent with the hours of operation for the existing carwash and were included as a condition of approval of the use permit for the existing carwash. For comparison, the Ducky's carwash located at 1436 El Camino Real also maintains these hours of operation. During construction, mitigation measures from the Willow Village EIR mitigation monitoring and reporting program (MMRP) require construction of a temporary noise barrier along the perimeter of the project site, along with other mitigation measures designed to reduce construction and operational noise.

The full Willow Village MMRP is included as Attachment A, Exhibit E. Staff has identified a subset of mitigation measures that would be applicable to the service station redevelopment, included as Attachment J. Implementation of the MMRP would help ensure quality of life is maintained by ensuring air and water quality is protected throughout construction and operation and noise from construction and operation of the

project would meet applicable City noise limitations.

Consistency with the draft Environmental Justice and Safety Elements
While not raised as a specific concern, the call-up request references the drafts of the updated Safety Element and new Environmental Justice Element. The updates to these documents are still in draft form and is anticipated to be reviewed by the City Council Sept. 24. However, there are policies and programs included in the draft documents that could apply to the proposed project but which do not currently apply to the proposed project.

The updates to the Safety Element primarily focus on climate resilience, emergency preparedness, and planning for sea level rise. However, there are existing policies and programs in the Safety Element that address hazardous materials that remain applicable to the project. Policies S1.17 through S1.19 of the current policy aim to strengthen hazardous materials regulations and minimize exposure of new residential developments to hazardous materials. Two implementing programs (S1.J and S1.K) require applicants to prepare health and safety plans to be used to protect the general public and to track remediation needs for existing known hazardous soils. Generally compliance with these policies and programs includes preparation of a Hazardous Materials Business Plan (HMBP) that the applicant is required to file with the San Mateo County Environmental Health Services. As an existing business with hazardous materials, the applicant has an existing HMBP, included as Attachment G, which is currently on file with the County. Although the proposed service station would operate in substantially the same capacity as the existing station, the applicant would be required to update their HMBP for review and approval by the County before operation.

The Environmental Justice Element includes draft policies related to reducing pollution exposure and eliminating environmental inequalities. Generally, the draft policies aim to prioritize pollution reduction, air quality and water quality programs to reduce inequitable exposure in Underserved Communities (Policy 2.1). Under draft Program 2.I, the City could consider revisions to applicable City regulations (e.g., zoning ordinance amendments) that would reduce exposure to pollution and eliminate environmental inequities in Underserved Communities. However, under existing standards in the C-2-S zoning district, service stations are a conditionally permitted use subject to use permit approval. The existing service station would be constructed with the same general parameters, including the same number of fuel pumps, a carwash conditioned to operate during the same hours as the existing carwash, and a convenience store offering similar products as currently offered. While the service station is located adjacent to residences in the Belle Haven neighborhood, it is located on the periphery and along a primary arterial boulevard as classified by the Circulation Element, which is characterized as a major thoroughfare with higher frequency of transit service and mixed commercial and retail frontages.

Correspondence
Staff has not received any correspondence on the project since the Planning Commission meeting as of the publication of the staff report.

Conclusion
Staff believes that the project is appropriate for its location along a major thoroughfare and would continue to be a convenience for residents in the Belle Haven neighborhood as well as for commuters generally. The project would maintain access to motor fuel and convenience retail items in a critical location along a major arterial road, reducing the need to travel further for these items. The project would enable the realignment of Hamilton Avenue, which would provide direct access into the approved Willow Village project site from the Belle Haven neighborhood in a manner that reduces the intersection delay when compared to the “No Hamilton Realignment” variant studied in the Willow Village EIR. Applicable mitigation measures in the Willow Village EIR MMRP would be applied to the project to protect water quality, air quality, and potential

exposure to hazardous materials. The sale of alcohol would be limited to beer and wine, and would be limited to the hours the inside of the convenience store is open to the public. Prohibition on alcohol sales through the night drawer would ensure the property does not become a late-night destination for those seeking alcohol. Additionally, the Police Department does not believe the addition of alcohol sales at the property would create a public safety issue given the existing conditions. Staff recommends the City Council deny the call-up and uphold the Planning Commission's approval of the use permit and architectural control with staff's recommended modifications to the conditions of approval for additional clarity on the outside agency permitting, safeguards and timing.

Impact on City Resources

The project sponsor is required to pay planning, building and public works permit fees, and any additional applicable fees based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the project. Staff time spent analyzing the call-up is not subject to cost recovery.

Environmental Review

Redevelopment of the project site was studied as part of the certified Willow Village Masterplan project EIR and the proposed project is consistent with the certified EIR. The proposed project is subject to the mitigation monitoring and reporting program (MMRP), included as Attachment A, Exhibit E. Compliance with the mitigation measures would be confirmed during review of the building permit application though condition of approval 2.b.

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 ¼-mile radius of the subject property.

Attachments

A. Draft Planning Commission resolution approving the use permits and architectural control permit
   Exhibits to Attachment A
   A. Project plans
   B. Project description letter
   C. Carwash noise analysis
   D. Conditions of approval
   E. Willow Village Masterplan Project EIR MMRP
   F. City Council call-up letter
B. Hyperlink Willow Village webpage – menlopark.gov/Government/Departments/Community-Development/Projects/Approved-projects/Willow-Village
C. Location map
D. Hyperlink – July 8 Staff Report 24-30-PC: menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/planning-commission/2024-meetings/agenda/20240708-planning-commission-agenda-packet.pdf#page=8
E. Hyperlink – July 8 Planning Commission meeting minutes: menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/planning-commission/2024-meetings/minutes/20240708-pc-approved-minutes.pdf
F. Project site plan

G. Existing Hazardous Materials Business Plan
H. Summary of best practices and safeguards
I. Leak detection system diagram
J. List of applicable Willow Village mitigation measures

Report prepared by:
Chris Turner, Senior Planner

Report reviewed by:
Kyle Perata, Assistant Community Development Director

RESOLUTION NO. XXXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK DENYING AN APPEAL AND UPHOLDING THE PLANNING COMMISSION'S APPROVAL OF A USE PERMIT AND ARCHITECTURAL CONTROL PERMIT TO CONSTRUCT A NEW SERVICE STATION, INCLUDING A FUELING PUMP CANOPY, CONVENIENCE STORE, AND DRIVE-THROUGH CARWASH AND A USE PERMIT FOR 24-HOUR OPERATION OF THE FUELING STATION AND LIMITED 24-HOUR OPERATION OF THE CONVENIENCE STORE AND FOR THE CONCURRENT SALE OF BEER AND WINE BETWEEN 6 A.M. AND 10 P.M. WITH MOTOR VEHICLE FUEL IN THE C-2-S (NEIGHBORHOOD COMMERCIAL DISTRICT, SPECIAL) ZONING DISTRICT

WHEREAS, the City of Menlo Park ("City") received an application requesting a use permit, architectural control permit, and heritage tree removal permits to demolish an existing fueling/service station and reconstruct a new fueling/service station, including a fuel canopy, convenience store, and carwash on a standard lot in the C-2-S (Neighborhood Commercial District, Special) zoning district, and where the project includes requests for use permits to operate the fueling station and convenience store 24-hours a day and to sell beer and wine concurrently with motor vehicle fuel (collectively, the "Project") from Phillip King ("Applicant"), on behalf of Chevron Inc. ("Owner") located at 1399 Willow Road (APN 055-395-090) ("Property"). The Project 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 C-2-S (Neighborhood Commercial District, Special) district which allows various neighborhood-serving retail and service uses; and

WHEREAS, Hamilton Avenue is intended to be realigned as part of the Willow Village Masterplan project; and

WHEREAS, the existing service station, car wash, and convenience store is required to be demolished to accommodate the realigned Hamilton Avenue; and

WHEREAS, the Project would consist of redevelopment of the existing uses in substantially the same capacity, including 12 fueling pumps, similar quantities of gasoline and diesel fuel storage; and

WHEREAS, the existing service station has all necessary permits from the Menlo Park Fire Protection District and San Mateo County Environmental Health Services Division that regulate the underground storage tanks ("UST") and onsite storage of hazardous material; and

WHEREAS, the Applicant would be required to obtain updated permits from the Menlo Park Fire Protection District and San Mateo County Environmental Health Services Division prior to demolition of the existing USTs and construction of the new USTs; and

WHEREAS, the Applicant submitted an arborist report prepared by SBCA Tree 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 to remain in the vicinity of the project; and

WHEREAS, the Applicant was granted a Heritage Tree Removal permit ("HTR permit") to remove 11 heritage trees from the property; and

WHEREAS, the HTR permit was not appealed and the Applicant is required to replace the value of the heritage trees as a condition of approval; and

WHEREAS, due to limited space on the property suitable for planting replacement trees, the proposed Project includes a combination of replacement heritage trees and in-lieu fees to satisfy the full replacement value of the heritage trees proposed for removal; and

WHEREAS, the project would continue 24-hour operations for the fueling pumps and the convenience store, consistent with current operations; and

WHEREAS, the Applicant provided an analysis of the noise generated by the carwash, attached hereto as Exhibit C, which includes measures intended to reduce the noise emitted from the carwash to below the limitations of the noise ordinance; and

WHEREAS, the carwash would be limited to operations between the hours of 8:00 a.m. and 6:00 p.m.; and

WHEREAS, business operations between midnight and 6:00 a.m. requires a use permit on any premises within 300 feet of any property zoned for or occupied by residential uses; and

WHEREAS, the Property is adjacent to residences in the R-1-U (Single Family Urban Residential) and the R-4-S (High Density Residential District, Special) zoning districts; and

WHEREAS, the application was reviewed by the Police Department and determined that 24-hour operations would not impact public safety; and

WHEREAS, operation of the convenience store would be limited to a limited-service night drawer during the hours of 10:00 p.m. and 6:00 a.m.; and

WHEREAS, the project includes a request for a Type 20 Alcohol Beverage Control ("ABC") license to sell beer and wine at the convenience store; and

WHEREAS, concurrent sale of beer and wine with motor vehicle fuel requires use permit approval; and

WHEREAS, the ABC reviewed the application and found that the census tract is not over concentrated, and therefore the ABC does not require a finding of convenience or necessity to be made by the Planning Commission; and

WHEREAS, the Police Department reviewed the Project and determined the sale of beer and wine would not impact public safety; and

WHEREAS, the convenience store would be locked during the hours of 10:00 p.m. to 6:00 a.m. when limited retail items would be available for purchase through a night drawer; and

WHEREAS, the sale of alcohol through the night drawer would be prohibited; 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 included in the certified environmental impact report (EIR) for the Willow Village project; and

WHEREAS, the Applicant would be required to comply with applicable mitigation measures included in the Willow Village EIR Mitigation Monitoring and Reporting Program (MMRP) attached here to as Exhibit E; 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 July 8, 2024, 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 and approved the project as recommended by staff, subject to conditions of approval, attached hereto as Exhibit D; and
WHEREAS, pursuant to Menlo Park Municipal Code (MPMC) §16.86.025, the City Council or any member of the City council may call up any final decision of the planning commission; and

WHEREAS**,** July 12, 2024, the City received a timely appeal of the Planning Commission's Actions pursuant to MPMC §16.86.025, said appeal is attached hereto and incorporated herein by this reference as Exhibit F; and

WHEREAS, pursuant to MPMC §16.86.040, at the close of the public hearing on the appeal, the City Council may affirm, reverse, or modify the decision of the Planning Commission; and

WHEREAS, August 27, 2024, the City Council held a public hearing and separately reviewed and considered the appeal, and fully reviewed, considered, evaluated, all documents, along with all public and written comments, pertinent information, documents and plans prior to taking action to deny the appeal and approve the use permit and architectural control permit with modified project-specific conditions of approval for clarity with regard to safeguards, permitting, and oversight.

NOW, THEREFORE, BE IT RESOLVED that the City Council finds the foregoing recitals are true and correct, and they are hereby incorporated by reference into this Resolution.

BE IT FURTHER RESOLVED that the City Council independently, after reviewing all of the evidence before it, holding public appeal hearings, considering the appeal before it, and considering the Planning Commission's Actions, and all written and oral testimony presented to it, hereby denies the appeal of the City Council of the City of Menlo Park, affirms the Planning Commission Actions, and approves the use permit and architectural control permit subject to modified conditions of approval, attached hereto and incorporated herein by this reference, for the 1399 Willow Road development Project based on the following:

1. Appeal denial findings. Appellant's contentions raised in the Appeal do not justify or warrant granting the appeal and reversing the Planning Commission's Actions. Each contention is addressed below:

a. Appellant contends the project poses a concern for the health and safety of the neighborhood by locating a service station in the area generally, and particular concerns with the removal and replacement of the underground storage tanks (USTs). Removal, replacement and operation of USTs undergo several layers of review and permitting by various agencies, including the San Mateo County Environmental Health Department, Menlo Park Fire Protection District (MPFPD), and the Bay Area Air Quality Management District (BAAQMD). The USTs would be subject to rigorous cleaning and testing procedures both prior to demolition of the existing USTs and for construction and operation of the new USTs. Additionally, mitigation measures included in the Willow Village EIR MMRP would ensure protection of air and water quality throughout construction and operation of the project.
b. Appellant contends the addition of alcohol sales poses a concern for social health determinants. MPMC §16.82.035 allows for the concurrent sale of alcohol with motor vehicle fuel as a conditional use. The section details a process for public hearings related to the request, but does not require additional findings beyond the standard use permit findings of the proposal not being detrimental to the health, safety, morals, comfort, and general welfare of the neighborhood, which may be granted by the Planning Conditions subject to conditions of approval to ensure the use permit findings can be met. During review of the application, the Police Department reviewed the application and determined that given the current conditions onsite and in the surrounding neighborhood, the addition of alcohol sales at the project site would not create a public safety issue.

   Further, although the convenience store would be open 24 hours, the public would not be able to access the inside of the store between 10 p.m. and 6 a.m. A limited range of items would be available for purchase through a “night drawer” attended by an Extra Mile employee. In its recommendation to the Planning Commission, staff included conditions of approval that would prohibit the sale of alcohol thought the night drawer, effectively limiting the sale of alcohol to these hours despite the Alcohol Beverage Control (ABC) allowance to sell alcohol until 2 a.m. Staff believes inclusion of this condition would be effective in ensuring the property does not become a late-night retail destination.

   Given the proposed conditions limiting the sale of alcohol through the night drawer and the Police Department’s assessment of the existing conditions and determination that the sale of beer and wine would not create a public safety concern, staff believes that the sale of beer and wine at this location is consistent with other recent approvals for beer and wine sales at gas stations and is appropriate in this location.
c. Appellant contends there may be concerns with traffic impacts to Willow Road and Hamilton Avenue. The project would allow Hamilton Avenue to be realigned with the future Main Street within the Willow Village Project site, which would provide a direct connection from the Belle Haven to retail and service businesses within the site. Without the realignment of Hamilton Avenue, the “No Hamilton Realignment” variant of the Willow Village project studied by the Willow Village EIR could be implemented. This variant maintains access into the Willow Village project site from Hamilton Avenue, however the Willow Village site would be rearranged, and residents would be required to take a more circuitous route either through the Willow Village site or via Willow Road to reach the grocery store. Additionally, the Willow Village EIR concluded that the No Hamilton Realignment variant would result in greater increase in average delay at the site-accessing intersections of Willow Road and Hamilton Avenue during the a.m. peak hours and the Willow Road and Park Street intersection during both peak hours compared to the project with the realignment.

d. Appellant contends that the project may have negative impacts to the overall quality of life for residents of the Belle Haven neighborhood. The Project would provide certain benefits to the quality of life in Belle Haven, including the ability to realign Hamilton Avenue to provide residents of Belle Haven more direct access to the Willow Village project site, particularly the future grocery store. The proposed project would maintain access to motor vehicle fuel and convenience store items for residents in the area without traveling further distances to obtain the same products. Implementation of mitigation measures from the Willow Village EIR MMRP would ensure the proposed service station would reduce impacts to air quality, water quality, and noise related to the construction and operation of the project.

2. Conditional use permit findings. The City Council of the City of Menlo Park does hereby make the following Findings:
   a. The approval of the use permit for the construction of a new fueling/service station, including a fuel canopy, convenience store, and carwash, 24-hour operations, and concurrent sale of beer and wine with motor vehicle fuel is granted based on the following findings, which are made pursuant to Menlo Park Municipal Code Section 16.82.030:
      i. 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:
         1. 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 C-2-S zoning district and the General Plan because service stations are a conditionally permitted use provided that the proposed residence conforms to applicable zoning standards, including, but not limited to, minimum setbacks, minimum landscaping, and maximum building coverage. All zoning standards, with the exception of maximum floor area ratio (FAR), are subject to the discretion of the Planning Commission.
         2. The carwash would be required to implement noise mitigation measures included in the carwash noise assessment, incorporated herein as Exhibit C, which would ensure that the noise from the carwash would not exceed the City's noise limits measured from the nearest residential property lines. The hours of operation for the carwash would be limited to 8:00 a.m. to 6:00 p.m. to reduce noise impacts to adjacent residents in the early morning and late evening hours.
         3. The proposed 24-hour operation of the convenience store and fueling pumps would be consistent with the existing operations. The convenience store would be locked between the hours of 10:00 p.m. and 6:00 a.m. with limited retail items available through a night drawer which would decrease the project site's appeal as a late-night retail destination. Neither the Police Department nor surrounding neighbors have expressed concerns with the proposed hours of operation.
         4. The sale of beer and wine would be limited to a small beer cave within the convenience store, which would not be accessible between the hours of 10:00 p.m. and 6:00 a.m. when the convenience store is closed to the public. The sale of alcohol via the convenience store night drawer would be prohibited, effectively limiting the sale of alcohol beyond the limitations required by the State of California.
         5. 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 reconstructed service station would replace the existing use.

3. Architectural control permit findings. The approval of the Project is granted based on the following findings which are made pursuant to Menlo Park Municipal Code Section 16.68.020:
   a. That the general appearance of the structure is in keeping with the character of the neighborhood; in that, the Project is designed in a contemporary architectural style consistent with modern retail development designs, and is generally consistent with the Willow Road Design Guidelines.
   b. That the development will not be detrimental to the harmonious and orderly growth of the City; in that, the Project is consistent with the intent of the C-2-S zoning district to provide a mix of neighborhood-serving retail, restaurant, and service uses. The project would replace the existing services in substantially the same capacity as the existing service station.
   c. That the development will not impair the desirability of investment or occupation in the neighborhood; in that, the Project would replace the existing services in substantially the same capacity as the existing service station. The proposed materials and colors used will be compatible with other developments in the surrounding area in the C-2-S district and the future Willow Village project site. The Project would include appropriate landscaping to help screen parked vehicles from the Willow Road and Hamilton Avenue rights-of-way.
   d. 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 parking ratio is determined by the Planning Commission. The Project would include 25 parking spaces, including 12 parking spaces at the fueling pumps and 13 additional parking spaces. Although the parking ratio is determined by the Planning Commission, the proposed parking would be consistent with the parking ratio required in other C-2 districts.
   e. That the development is consistent with any applicable specific plan; in that, the project is not located within a specific plan area.

BE IT FURTHER RESOLVED The City Council 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:

The Project was studied in the Willow Village Project EIR and is conditioned to comply with the Willow Village Project EIR MMRP attached herein as Exhibit E.

I, Judi A. Herren, City Clerk of Menlo Park, do hereby certify that the above and foregoing City Council Resolution was duly and regularly passed and adopted at a meeting by said City Council on the twenty-seventh day of August, 2024, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this __ day of August, 2024.

_____

Judi A. Herren, City Clerk

Exhibits:

A. Project plans
B. Project description letter
C. Carwash noise assessment
D. Conditions of approval
E. Willow Village Project EIR MMRP
F. City Council call-up letter

EXHIBIT A

CAUTION: IF THIS SHEET IS NOT 24"x36" IT IS A REDUCED PRINT

CHEVRON
C-STORE AND CAR WASH

1399 WILLOW ROAD
MENLO PARK, CA 94025

SHEET INDEX

ARCHITECTURAL

A0.1 TITLE SHEET
A0.1a PROJECT DATA
A1.0 EXISTING PHOTOS
A1.1 EXISTING SITE PLAN (REFERENCE ONLY)
A1.2 HAMILTON RD REALIGNMENT (REFERENCE ONLY)
A1.3 CONCEPTUAL DEMO PLAN (REFERENCE ONLY)
A1.4 PROPOSED SITE PLAN
A1.5 GROSS FLOOR AREA DIAGRAM
A2.1 FLOOR PLAN - C-STORE & CAR WASH
A2.3 FLOOR PLAN - CANOPY
A3.1 ROOF PLAN - C-STORE & CAR WASH
A3.2 ROOF PLAN - CANOPY
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A5.0 BUILDING SECTIONS

ARCHITECTURAL SHEET COUNT: 18

CIVIL

C1.0 TOPOGRAPHY PLAN
C2.0 PRELIMINARY GRADING PLAN
C3.0 PRELIMINARY UTILITY PLAN
C4.0 EXISTING PERVIOUS/ IMPERVIOUS AREA EXHIBIT
C4.1 PRELIMINARY STORMWATER TREATMENT PLAN

CIVIL SHEET COUNT: 5

LANDSCAPE

L-1 PRELIMINARY LANDSCAPE PLAN
L-2 LANDSCAPE PLANT IMAGERY

LANDSCAPE SHEET COUNT: 2

ELECTRICAL

EP1.0 SITE PHOTOMETRIC PLAN
EP1.1 LIGHTING CUT SHEETS PT. 1
EP1.2 LIGHTING CUT SHEEST PT. 2
EP1.3 LIGHTING CUT SHEETS PT. 3

ELECTRICAL SHEET COUNT: 4

FEMA COMPLIANCE

FLOOD ZONE DESIGNATION - AE

BASE FLOOD ELEVATION (BFE) - 11.0 NAVD 88
DESIGN FLOOD ELEVATION (DFE) - 12.0 NAVD 88

- THIS PROJECT IS BUILT IN COMPLIANCE WITH THE CITY'S FLOOD DAMAGE PREVENTION ORDINANCE, CHAPTER 12, SECTION 42
- ALL MATERIALS BELOW DFE SHALL BE RESISTANT TO FLOOD DAMAGE. (I.E. CONCRETE, REDWOOD, OR PRESSURE TREATED DOUGLAS FIR).
- THE BOTTOM ELEVATION OF ALL APPLIANCES AND UTILITIES (METERS, AIR CONDITIONING UNITS, ETC.) SHALL BE AT OR ABOVE DFE.
- STORM RUNOFF RESULTING FROM THE PROJECT'S GRADING AND DRAINAGE ACTIVITIES SHALL NOT ENCROACH ONTO ANY NEIGHBORING LOT. RUNOFF MUST BE CONTAINED ON-SITE.
- NO BASEMENTS OR ANY HABITABLE ENCLOSURE BELOW THE DFE ARE ALLOWED FOR PROJECTS IN THIS FLOOD ZONE
- FLOOD VENTS SHALL BE INSTALLED FOR ALL NON-HABITABLE ENCLOSURES BELOW THE DFE (I.E. CRAWLSPACE, GARAGE, ETC.) AT A RATE OF 1 SQUARE INCH OF NET OPENING TO 1 SQUARE FOOT OF ENCLOSURE. REFER TO THE ENGINEERING PLANS HEREIN FOR VENT LOCATIONS AND CALCULATIONS.

I CERTIFY THAT I AM THE ENGINEER (OR ARCHITECT) OF RECORD AND THE PLANS DATED 10/2024, SUBMITTED ON 10/2024 COMPLY WITH THE CITY'S FLOOD DAMAGE PREVENTION ORDINANCE (CHAPTER 12, SECTION 42)

SIGNATURE_____

FRONTAGE IMPROVEMENTS

ANY FRONTAGE IMPROVEMENTS WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION WILL BE REQUIRED TO BE REPLACED. ALL FRONTAGE IMPROVEMENT WORK SHALL BE IN ACCORDANCE WITH THE LATEST VERSION OF THE CITY STANDARD DETAILS.

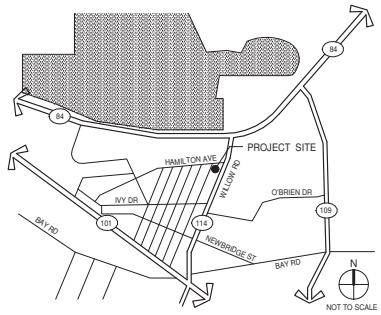
AN ENCROACHMENT PERMIT FROM THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES, INCLUDING UTILITY LATERALS, IN THE PUBLIC RIGHT OF WAY.

NOTE: PUBLIC IMPROVEMENTS DESIGNED AND CONSTRUCTED BY OTHERS

PROJECT APPROVAL

PROPOSED PROJECT IS BASED ON APPROVED VESTING TENTATIVE MAP FOR HAMILTON AVENUE PARCELS ASSOCIATED WITH WILLOW VILLAGE MASTER PLAN. PROJECT WILL ULTIMATELY BE CONTINGENT ON APPROVAL OF FINAL MAP.

VICINITY MAP



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TBD

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NUVIS LANDSCAPE ARCHITECTURE
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LICENSED ARCHITECT
JAMES ALLEN TAYLOR
No. C-36298
RENEWAL 08/31/2025
STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

TITLE SHEET

DATE	REMARKS
09/1/2023	Planning Submittal
06/30/2023	Planning Resubmittal #1
01/01/2024	Planning Resubmittal #2
01/16/2024	Planning Resubmittal #3
02/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	J.D./S.K.
JOB NO.:	SNR21-0033-00

SHEET
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ABBREVIATIONS

∠	ANGLE
℄	CENTERLINE
#	POUND or NUMBER
&	AND
(E)	EXISTING
@	AT
~	DIAMETER or ROUND
ø	DIAMETER
A.D.	AREA DRAIN
ACOUS.	ACOUSTICAL
ADJ.	ADJUST, ADJUSTABLE or ADJACENT
AGGR.	AGGREGATE
AL.	ALUMINUM
APPROX.	APPROXIMATE(LY)
ARCH.	ARCHITECTURAL
ASB.	ASBESTOS
ASPH.	ASPHALT
B.O.C.	BOTTOM OF CONCRETE
B.O.M.	BOTTOM OF MULLION
B.O.P.	BOTTOM OF PANEL
B.O.R.	BOTTOM OF REVEAL
BD.	BOARD
BITUM.	BITUMINOUS
BLDG.	BUILDING
BLK.	BLOCK
BLKG.	BLOCKING
BM.	BEAM
BOT.	BOTTOM
C.B.	CATCH BASIN
C.G.	CORNER GUARD
C.I.	CAST IRON
C.O.	CASED OPENING
C.O.M.	CENTER OF MULLION
C.O.R.	CENTER OF REVEAL
CAB.	CABINET
CEM.	CEMENT(ITIOUS)
CER.	CERAMIC
CLG.	CEILING
CLKG.	CAULKING
CLO.	CLOSET
CLR.	CLEAR
CNTR.	COUNTER
COL.	COLUMN
CONC.	CONCRETE
CONN.	CONNECTION
CONSTR.	CONSTRUCTION
CONT.	CONTINUOUS
CORR.	CORRIDOR
CTR.	CENTER
CTSK.	COUNTER-SUNK
D.F.	DRINKING FOUNTAIN
D.O.	DOOR OPENING
D.S.	DOWNSPOUT
D.S.P.	DRY STANDPIPE
DBL.	DOUBLE
DEPT.	DEPARTMENT
DET.	DETAIL
DIA.	DIAMETER
DIM.	DIMENSION
DISP.	DISPENSER
DN.	DOWN
DR.	DOOR
DWG.	DRAWING
DWR.	DRAWER
E.	EAST
E.J.	EXPANSION JOINT
E.P.	ELECTRIC PANELBOARD
E.W.C.	ELECTRIC WATER COOLER
EA.	EACH
EL.	ELEVATION
ELEC.	ELECTRIC(AL)
ELEV.	ELEVATOR
EMER.	EMERGENCY
ENCL.	ENCLOSED or ENCLOSURE
EQ.	EQUAL
EQPT.	EQUIPMENT
EXP.	EXPANSION
EXPO.	EXPOSED
EXST.	EXISTING
EXT.	EXTERIOR
F.A.	FIRE ALARM
F.A.R.	FLOOR AREA RATIO
F.B.	FLAT BAR
F.D.	FLOOR DRAIN
F.E.	FIRE EXTINGUISHER
F.E.C.	FIRE EXTINGUISHER CABINET
F.F.E.	FINISH FACE ELEVATION
F.H.C.	FIRE HOSE CABINET
F.O.C.	FACE OF CONCRETE
F.O.F.	FACE OF FINISH
F.O.M.	FACE OF MULLION
F.O.SH.	FACE OF SHEATHING
F.P.	FIREPROOF
F.S.	FULL SIZE
FDN.	FOUNDATION
FIN.	FINISH(ED)
FL.	FLOOR
FLASH.	FLASHING
FLUOR.	FLUORESCENT
FT.	FOOT or FEET
FTG.	FOOTING
FURR.	FURRING
FUT.	FUTURE
G.B.	GRAB BAR
G.C.	GENERAL CONTRACTOR
G.F.I.	GROUND FAULT INTERRUPT
GA.	GAUGE
GALV.	GALVANIZED
GL.	GLASS
GND.	GROUND
GR.	GRADE
GYP.	GYPSUM
H.B.	HOSE BIBB
H.C.	HOLLOW CORE
H.M.	HOLLOW METAL
H.P.	HIGH POINT
H.V.	HIGH VOLTAGE
HDWD.	HARDWOOD
HDWE.	HARDWARE
HORIZ.	HORIZONTAL
HR.	HOUR
HT.	HEIGHT
I.D.	INSIDE DIMENSION
I.H.P.	INTERMEDIATE HIGH POINT
INSUL.	INSULATION or INSULATED
INT.	INTERIOR
J.B.	JUNCTION BOX
JAN.	JANITOR
JST.	JOIST
JT.	JOINT
K.O.	KNOCK-OUT
K.P.	KICK PLATE
K.W.H.	KILOWATT HOUR
KIT.	KITCHEN
L.P.	LOW POINT
L.S.	LIMESTONE
L.V.	LOW VOLTAGE
L.W.C.	LIGHT WEIGHT CONCRETE
LAB.	LABORATORY
LAM.	LAMINATE(D)
LAV.	LAVATORY
LIN.	LINEAR
LIQ.	LIQUID
LKR.	LOCKER
LT.	LIGHT
LTL.	LINTEL
LVR.	LOUVER
M.B.	MOP BASIN
M.C.	MEDICINE CABINET
M.O.	MASONRY OPENING
MAINT.	MAINTENANCE
MAN.	MANUAL
MAS.	MASONRY
MAX.	MAXIMUM
MECH.	MECHANICAL
MEMB.	MEMBRANE
MET.	METAL
MEZZ.	MEZZANINE
MFR.	MANUFACTURER
MH.	MANHOLE
MIN.	MINIMUM
MIR.	MIRROR
MISC.	MISCELLANEOUS
MTD.	MOUNTED
MUL.	MULLION
N.	NORTH
N.I.C.	NOT IN CONTRACT
N.R.C.	NOISE REDUCTION COEFFICIENT
N.T.S.	NOT TO SCALE
NO.	NUMBER
NOM.	NOMINAL
O.A.	OVERALL
O.C.	ON CENTER
O.D.	OUTSIDE DIAMETER
O.F.	OUTSIDE FACE
O.H.	OVERHEAD or OPPOSITE HAND
OBS.	OBSCURE
OFF.	OFFICE
OPNG.	OPENING
OPP.	OPPOSITE
P.C.	PRECAST
P.J.	PANEL JOINT
P.LAM.	PLASTIC LAMINATE
P.S.F.	POUNDS PER SQUARE FOOT
P.T.D.	PAPER TOWEL DISPENSER
P.T.R.	PAPER TOWER RECEPTACLE
PL.	PLATE
PLAS.	PLASTER
PLYWD.	PLYWOOD
POL.	POLISH(ED)
PR.	PAIR
PT.	POINT
Q.T.	QUARRY TILE
QUAL.	QUALITY
QUAN.	QUANTITY
R.	RISER
R.B.	RUBBER / RESILIENT BASE
R.C.P.	REFLECTED CEILING PLAN
R.D.	ROOF DRAIN
R.O.	ROUGH OPENING
R.O.W.	RIGHT OF WAY
R.T.U.	ROOF TOP UNIT
R.W.L.	RAIN WATER LEADER
RAD.	RADIUS
REF.	REFERENCE
REFR.	REFRIGERATOR
REINF.	REINFORCE(D)
REQ.	REQUIRED
RESIL.	RESILIENT
RGTR.	REGISTER
RM.	ROOM
RWD.	REDWOOD
S.	SOUTH
S.A.F.	SELF-ADHERED FLASHING
S.C.	SOLID CORE
S.C.D.	SEAT COVER DISPENSER
S.D.	SOAP DISPENSER
S.F.	SQUARE FOOT
S.I.	SQUARE INCH
S.N.D.	SANITARY NAPKIN DISPENSER
S.N.R.	SANITARY NAPKIN RECEPTACLE
S.S.	STAINLESS STEEL
S.SK.	SERVICE SINK
S.T.C.	SOUND TRANSMISSION COEFFICIENT
SCHED.	SCHEDULE
SCWD.	SOLID CORE WOOD
SECT.	SECTION
SH.	SHELF
SHR.	SHOWER
SHT.	SHEET
SIM.	SIMILAR
SPEC.	SPECIFIED or SPECIFICATION
SQ.	SQUARE
STA.	STATION
STD.	STANDARD
STL.	STEEL
STOR.	STORAGE
STRL.	STRUCTURE or STRUCTURAL
SUPP.	SUPPLEMENT or SUPPLEMENTARY
SUSP.	SUSPENDED
SYMM.	SYMMETRICAL
T&G	TONGUE AND GROOVE
T.	TREAD
T.B.	TOWEL BAR
T.C.	TOP OF CURB
T.D.	TRENCH DRAIN
T.O.C.	TOP OF CONCRETE
T.O.M.	TOP OF MULLION
T.O.P.	TOP OF PARAPET
T.O.R.	TOP OF REVEAL
T.O.REC.	TOP OF DEEP RECESS
T.O.S.	TOP OF STEEL
T.O.W.	TOP OF WALL
T.P.	TOP OF PAVEMENT
T.P.D.	TOILET PAPER DISPENSER
T.V.	TELEVISION
TEL.	TELEPHONE
TER.	TERRAZZO
THK.	THICK
TOL.	TOLERANCE
TYP.	TYPICAL
U.C.	UNDERCUT
U.H.	UNIT HEATER
U.L.	UNDERWRITERS' LABORATORIES
U.O.N.	UNLESS OTHERWISE NOTED
UNF.	UNFINISHED
UR.	URINAL
V.C.T.	VINYL COMPOSITE TILE
V.I.F.	VERIFY IN FIELD
V.P.	VISION PANEL
V.R.	VAPOR RETARDER
VAC.	VACUUM
VERT.	VERTICAL
VEST.	VESTIBULE
VIT.	VITREOUS
W.	WEST
W.C.	WATER CLOSET
W.I.	WROUGHT IRON
W.P.	WORKING POINT
W.S.	WEATHER STOP or STRIPPING
W.W.F.	WELDED WIRE FABRIC
W/	WITH
W/O	WITHOUT
WD.	WOOD
WPM	WATERPROOFING MEMBRANE
WRB	WEATHER / WATER RESISTIVE BARRIER
WSCT.	WAINSCOT
WT.	WEIGHT

PROJECT DESCRIPTION

Existing Chevron site to be demolished to realign Hamilton Avenue as part of the larger Willow Village project.

Existing Chevron Fuel Canopy, C-Store (±3,238 SF) and Car Wash sits on the corner of Willow Road and Hamilton Avenue on 1.32 Acre site. The entire site is to be demolished, including the existing fuel system and tanks. Environmental items associated with this work to be completed under a separate permit.

New Chevron Fuel Canopy, C-Store (±4,070SF, an increase of ±832 SF) and Car Wash to sit on a new .96 Acre site on the corner of the newly realigned Hamilton Avenue and Willow Road. Per earlier discussions with Kyle Peralta on this area within Menlo Park's city limits, no general parking criteria has been established. The primary use for this site will not change.

Chevron Stations Inc. is applying for a CONDITIONAL USE PERMIT for 24-hour operation and Off-Site sale of Beer and Wine (License 20) in addition to the demolition and reconstruction of the C-Store, Fuel Canopy, and Car Wash.

Within the store, there is a ±270 SF Beer Cave that will display beer and wine for off-site consumption. This constitutes 6.6% of the floor space of the sales area of the store. The station will be open 24 hours a day, 7 days a week. Beer and wine sales would be restricted to the hours between 6:00am-2:00am in accordance with state requirements.

In effort to generally comply with the Willow Road Design Guidelines, the project has incorporated the following:

Site Plan:
- Due to the grades at the existing Willow Road and Hamilton Ave, the C-Store and Car Wash building needs to be positioned near the back of the site to meet the BFE of 12.0. There is also an existing 59'-0" easement along Willow Road.
- The C-Store Building faces Willow Road.
- The parking stalls are at the sides of the lot and at the front of the C-Store Bldg.

Parking & Access:
- There are continuous sidewalks along Willow Road, Hamilton Avenue and Carlton Avenue.
- We have provided a direct pedestrian route from Hamilton Avenue to the C-Store Bldg.
- There are crosswalks provided at the intersection.
- Traffic flow is intended to be right turn in from Willow and Hamilton, as well as fuel tanker path is intended to right turn into site from Willow Avenue and right turn onto Willow Avenue to leave site.
- Bicycle Parking has been provided near the entry to the C-Store Bldg.

Services:
- Trash bins are intended to be completely enclosed behind walls with a roof.
- Transformer has been positioned behind trash enclosure structure.
- C-Store electrical equipment has been positioned at the rear of the C-store Bldg.
- Lighting has been designed to minimize glare into the adjacent residential areas.

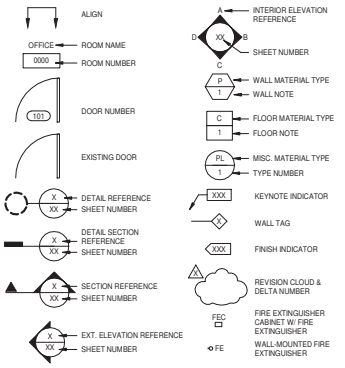
Drive-Through:
- The Car Wash drive-through has ample stacking and is positioned near the rear of the site.

Landscape:
- There are numerous planting areas throughout the site, refer to landscape plans for extent.
- There are no cars directly parked against Willow Road or Hamilton Ave.
- There is an existing screen walls along the residential side of the lot.

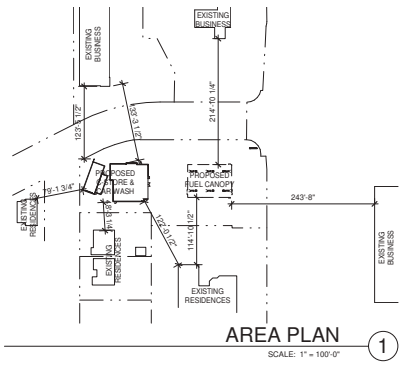
Architectural Design & Materials:
- We have created a consistent, modern look to the C-Store and Car Wash Bldg with varying roof heights and angles.
- Each of these building complement each other and share similar materials.
- There is ample glass added along the front of the building.
- Roof top units are completely screened from the ground and surrounding sites.
- Trash enclosure will incorporate the C-store bldg. elements.

Signs:
- Monument/pricing sign is located at the intersection of Willow Road and Hamilton Ave.
- No Pole mounted signs are being proposed.
- Signage proposed is consistent with the guidelines and will be submitted under a separate permit package under the Building Permit phase.

SYMBOLS



PROJECT DATA



AREA PLAN (1)
SCALE: 1" = 100'-0"

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LICENSED ARCHITECT
PAUL D. KING
No. C-30482
Renewal 08/31/2025
STATE OF CALIFORNIA

CHEVRON
1399 WILLOW ROAD
MENLO PARK, CA 94025

PROJECT DATA

DATE	REMARKS
01/19/2024	Planning Resubmittal #3
02/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	Z.P.
JOB NO.:	SNR21-0033-00

SHEET
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CAUTION: IF THIS SHEET IS NOT 24"x36" IT IS A REDUCED PRINT

15 - CONVENIENCE STORE LOOKING SOUTH

16 - CANOPY LOOKING SOUTH

9 - CANOPY AND CARWASH LOOKING SOUTH

10 - CONVENIENCE STORE AND CANOPY LOOKING SOUTH

11 - CONVENIENCE STORE AND CARWASH LOOKING SOUTH

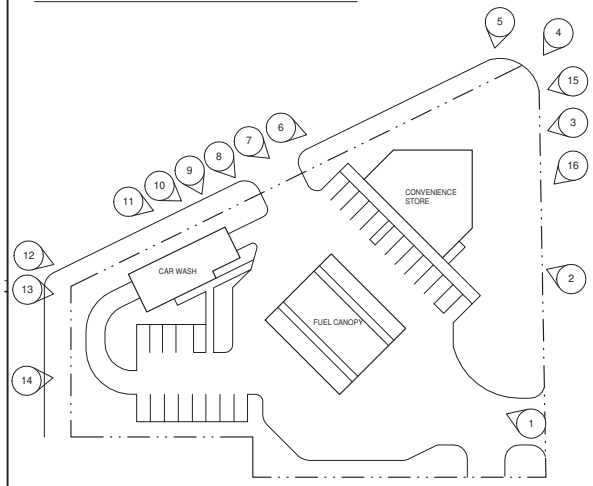
5 - CONVENIENCE STORE LOOKING SOUTH

6 - CONVENIENCE STORE LOOKING SOUTH

1 - CANOPY LOOKING NORTH

2 - CONVENIENCE STORE LOOKING WEST

KEY PLAN



12 - CARWASH LOOKING SOUTH

13 - CARWASH LOOKING SOUTH

14 - CARWASH AND CANOPY LOOKING EAST

7 - CONVENIENCE STORE AND CANOPY LOOKING SOUTH

8 - CONVENIENCE STORE AND CANOPY LOOKING SOUTH

3 - CONVENIENCE LOOKING SOUTH

4 - CONVENIENCE LOOKING SOUTH

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LICENSED ARCHITECT
LAUREN ALLEN TOBY
No. C-40338
RENEWAL 8/31/2025
STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

EXISTING PHOTOS

DATE	REMARKS
09/12/2022	Planning Submittal
06/30/2023	Planning Resubmittal #1
01/01/2024	Planning Resubmittal #2
01/16/2024	Planning Resubmittal #3
02/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	J.D./S.K.
JOB NO.:	SNR21-0033-00

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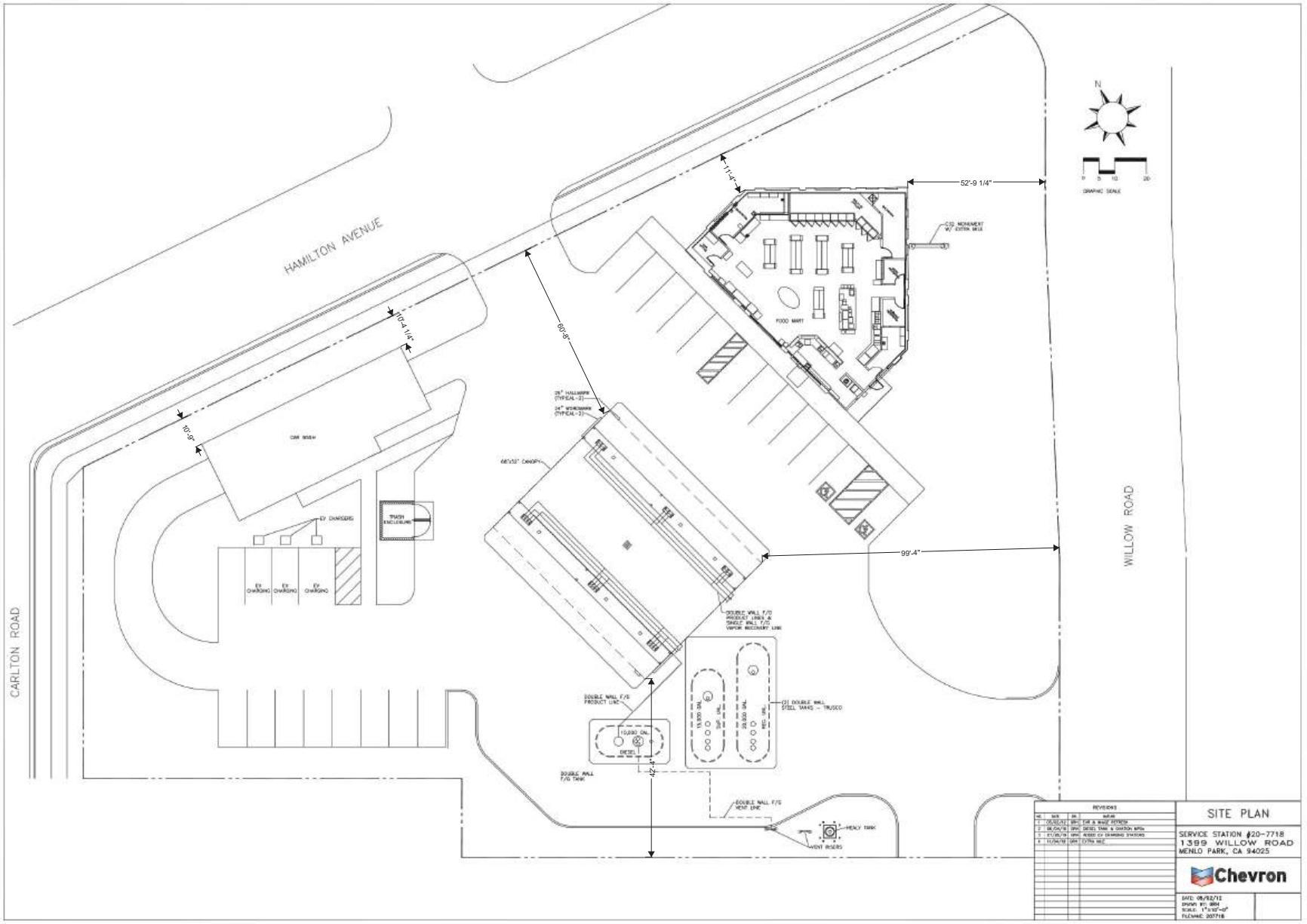

NO	DATE	BY	NOTES
1	05/02/12	BRY	CAR & MART REMODEL
2	08/04/18	GRW	DIESEL TANK & CANOPY MODS
3	01/30/19	GRW	ADDED EV CHARGING STATIONS
4	11/04/19	GRW	CVRx UNIT

SITE PLAN

SERVICE STATION #20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

Chevron

DATE: 08/02/12
DRAWN BY: BRY
SCALE: 1"=10'-0"
FILENAME: 207718

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LICENSED ARCHITECT
JAMES ALLEN TAN
No. C-34038
RENEWAL 08/31/2025
STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

EXISTING SITE PLAN
(REFERENCE ONLY)

DATE	REMARKS
09/12/2022	Planning Submittal
06/30/2023	Planning Resubmittal #1
09/06/2023	Planning Resubmittal #2
01/16/2024	Planning Resubmittal #3
02/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY:	J.D./S.K.
JOB NO.:	SNR21-0033-00

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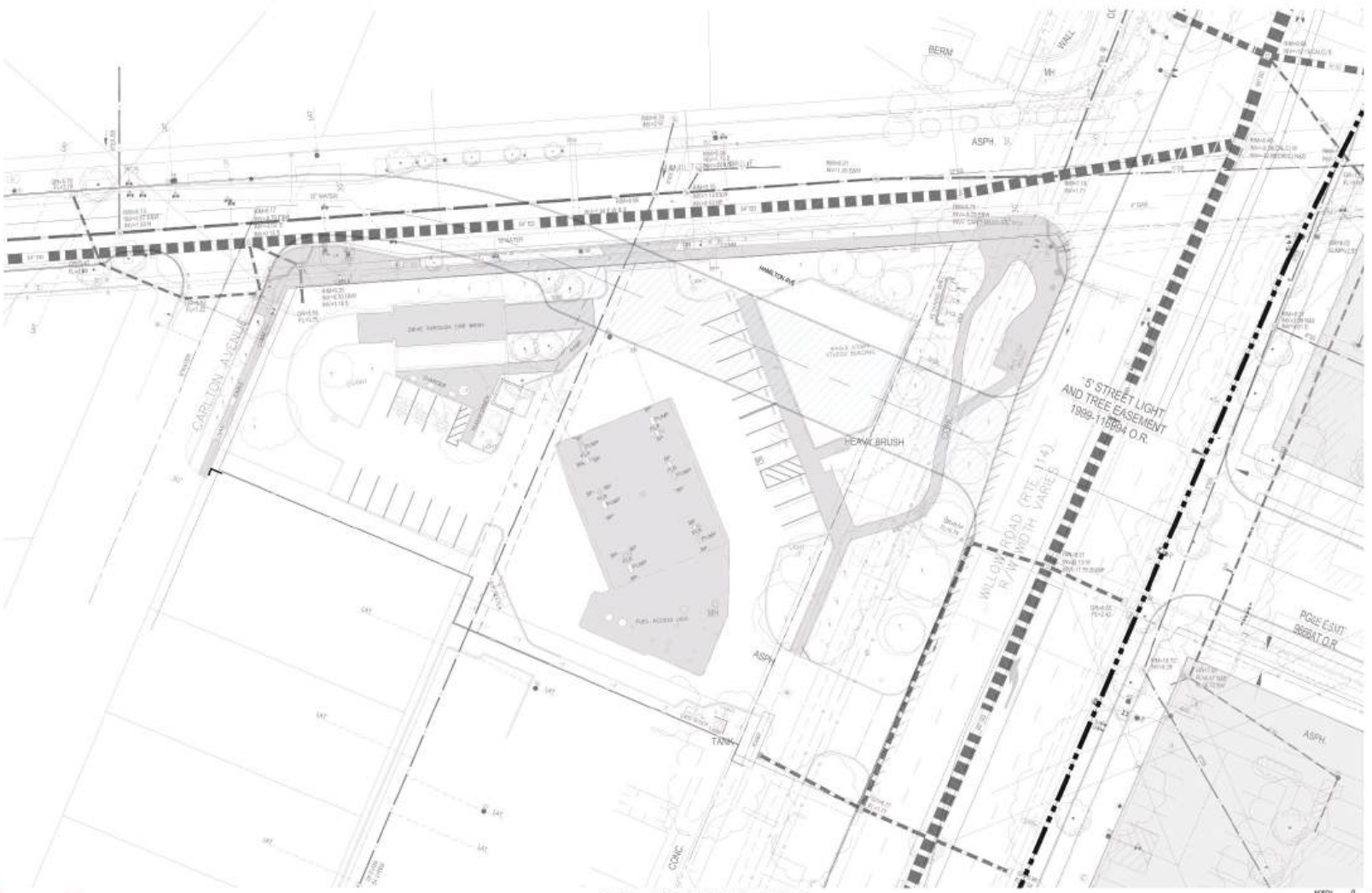

CHEVRON PARCEL

SCALE 1"=20'

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San Francisco, CA 94110
www.sherwoodengineers.com

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LICENSED ARCHITECT
MARK ALLEN THOMAS
No. C-30338
STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

HAMILTON RD REALIGNMENT
(REFERENCE ONLY)

09/12/2022	Planning Submittal
06/30/2023	Planning Resubmittal #1
09/06/2023	Planning Resubmittal #2
01/08/2024	Planning Resubmittal #3
02/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	J.D./S.K.
JOB NO.:	SNR21-0033-00

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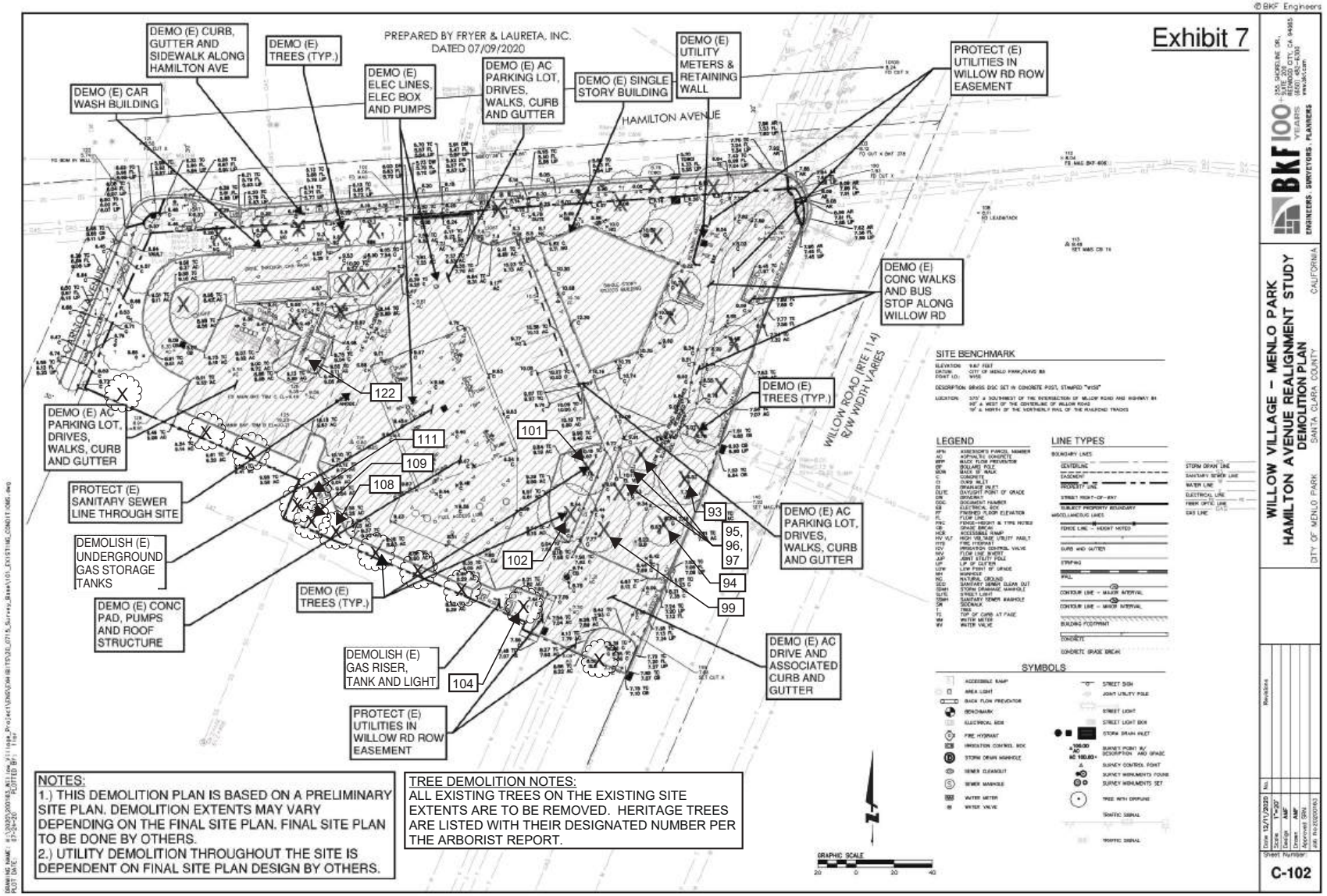

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LICENSED ARCHITECT
STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

CONCEPTUAL DEMO PLAN
(REFERENCE ONLY)

DATE	REMARKS
09/12/2022	Planning Submittal
06/30/2023	Planning Resubmittal #1
09/06/2023	Planning Resubmittal #2
01/04/2024	Planning Resubmittal #3
02/16/2024	Planning Resubmittal #4
03/15/2024	Planning Resubmittal #5
04/12/2024	Planning Resubmittal #6

PA/PM:	P. KING
DRAWN BY.:	J.D./S.K.
JOB NO.:	SNR21-0033-00

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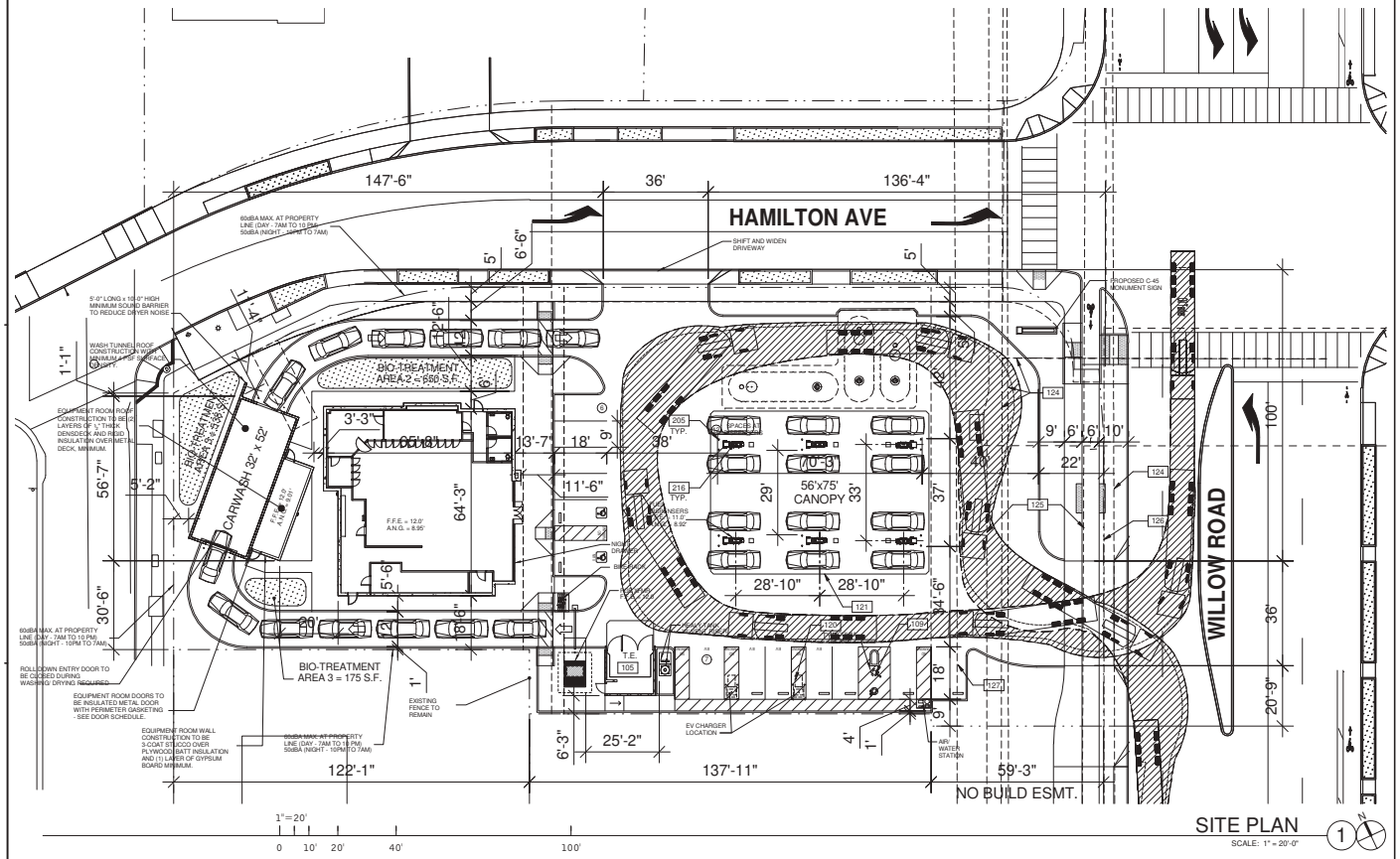
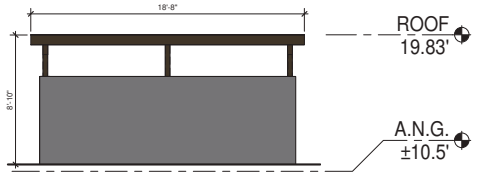
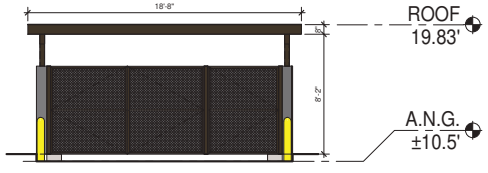
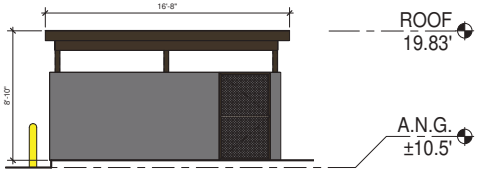




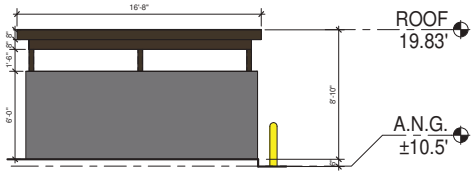
TRASH ENCLOSURE REAR ELEVATION 5
SCALE: 1/4" = 1'-0"



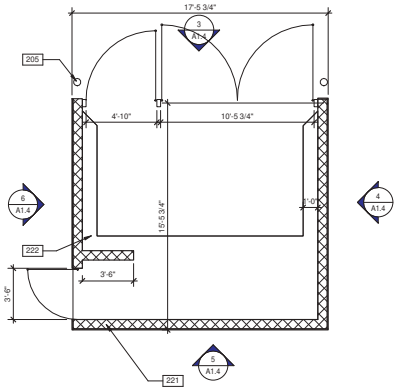
TRASH ENCLOSURE FRONT ELEVATION 3
SCALE: 1/4" = 1'-0"



TRASH ENCLOSURE SIDE ELEVATION 6
SCALE: 1/4" = 1'-0"



TRASH ENCLOSURE SIDE ELEVATION 4
SCALE: 1/4" = 1'-0"



TRASH ENCLOSURE PLAN 2
SCALE: 1/4" = 1'-0"

KEYNOTES:

SEE SHEET A0.2 FOR GENERAL NOTES

105	TRASH ENCLOSURE WITH RECYCLE BIN.
109	VACUUM ISLAND.
120	CONDUIT STUB FOR FUTURE E.V. CHARGER/PARKING SPACE.
121	OUTLINE OF CANOPY ABOVE.
124	EXISTING UNDERGROUND TELECOM LINE.
125	EXISTING UNDERGROUND ELECTRICAL LINE.
126	EXISTING UNDERGROUND GAS LINE.
127	EXISTING UNDERGROUND WATER LINE.
205	6" DIA. STEEL BOLLARD W/ WELDED STEEL TOP, FILL WITH CONCRETE, PAINT WHITE (WH-835), AND ADD GUARD POST DECAL (DCL #236B).
216	MULTI-PRODUCT FUEL DISPENSER.
221	CMU WALL WITH PLASTER FINISH, PAINT TO MATCH BUILDING (SHADED WHISPER)
222	6" HIGH CONCRETE CURB

NOTE: PUBLIC IMPROVEMENTS DESIGNED AND CONSTRUCTED BY OTHERS

PROJECT DATA

ZONING:	C-2-S
APN:	055395090
SITE AREA: GROSS:	0.98 AC 42,495 SF
BUILDING FOOTPRINT:	4,452 SF
CARWASH FOOTPRINT:	1,481 SF
TOTAL FOOTPRINT:	5,933 SF
COVERAGE: GROSS:	12.06%

PARKING SUMMARY

TOTAL STALLS PROVIDED:	25
ACCESSIBLE STALLS:	
STANDARD	1
VAN	1
STANDARD STALLS:	18
EV CHARGING STALLS:	4

LEGEND

MATERIALS:

- EXTERIOR SMOOTH PLASTER FINISH WITH INTEGRAL COLOR OVER STUD WALL
- DARK BRONZE ANODIZED ALUMINUM (STOREFRONT SYSTEM & CANOPIES, METAL ROOF, MECHANICAL SCREEN)
- EXPOSED CAST IN PLACE CONCRETE
- COMPOSITE RAIN SCREEN SIDING, WOOD LOOK

COLORS:

PROVIDE 6'-0" WIDE PAINT COLOR MOCK-UP FULL HEIGHT OF BUILDING FOR OWNER/ARCHITECT REVIEW.

- BASE COLOR: SHADED WHISPER - PPG0995-1
- SECONDARY COLOR: STATUE GARDEN - PPG0996-3
- ACCENT COLOR: RUM PUNCH - PPG1190-7

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F 925.314.9621

LICENSED ARCHITECT JAMES KEVIN KING No. C-34038 RENEWAL 08/31/2025 STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

PROPOSED SITE PLAN

DATE	REMARKS
09/12/2022	Planning Submittal
06/30/2023	Planning Resubmittal #1
01/01/2024	Planning Resubmittal #2
02/16/2024	Planning Resubmittal #3
02/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	J.D./S.K.
JOB NO.:	SNR21-0033-00

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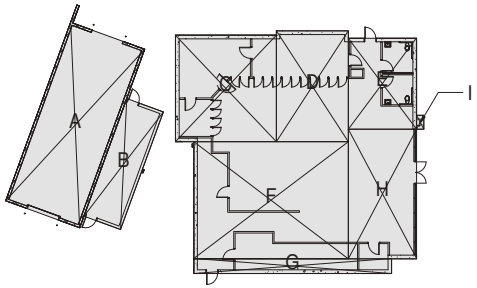

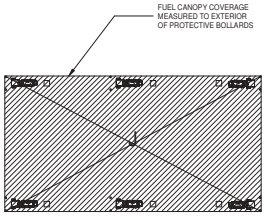

1"=20'
0 10' 20' 40' 100'

GROSS FLOOR AREA DIAGRAM
SCALE: 1/16" = 1'-0"

1

N

CITY OF MENLO PARK

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

DATA SHEET

Please provide the appropriate information pertaining to your application. It is important to complete the existing and proposed development tables even if the existing structure is being demolished or if there is no specific zoning ordinance requirement.

LOCATION: 1399 WILLOW ROAD & HAMILTON AVENUE	
EXISTING USE: CHEVRON GAS, C-STORE & CAR WASH	APPLICANT: CHEVRON, INC.
PROPOSED USE: CHEVRON GAS, C-STORE & CAR WASH	PROPERTY OWNER(S): CHEVRON, INC.
ZONING: C-2-S	APPLICATION(S): PLANNING ENTITLEMENTS, C.U.P. FOR 24 HR OPERATION & BEER/WINE SALES

DEVELOPMENT STANDARDS	PROPOSED PROJECT	EXISTING DEVELOPMENT	ZONING ORDINANCE
Lot area	52,495 sf	52,495 sf	25,000 sf min.
Lot width	319 ft.	319 ft.	100 ft. min.
Lot depth	165 ft.	165 ft.	100 ft. min.
Setbacks			
Front	60 ft.	60 ft.	ft. min.
Rear	93 ft.	93 ft.	ft. min.
Side (left)	9 ft.	19 ft.	ft. min.
Side (right)	5 ft.	19 ft.	ft. min.
Building coverage	8,158.86 sf / 15.5 %	8,450 sf / 16.0 %	sf max. / % max.
FAR (Floor Area Ratio)*	8,158.86 sf / 21.2 %	8,450 sf / 14.0 %	sf max. / 60 % max.
FAL (Floor Area Limit)**	669 sf	669 sf	sf
Square Footage by floor			
below grade	0 sf	0 sf	
1st	4,452.24 sf	3,238 sf	
2nd	0 sf	0 sf	
garage	0 sf	0 sf	
accessory building(s)	1,481.04 sf	1,488 sf	CAR WASH
other	2,590 sf	3,724 sf	FUEL CANOPY
Square footage of buildings	8,158.86 sf	8,450 sf	sf max.
Building height	24 ft.	20 ft.	ft. max.
Landscaping***	8,276* sf / 14.7 %	18,579 sf / 32.1 %	sf min. / % min.
Paving***	37,268 sf / 64.2 %	30,776 sf / 53.3 %	sf max. / % max.
Parking	71 spaces	89 spaces	spaces
Define Basis for Parking	(Example: 1 covered/1 uncovered per residential unit or # of spaces/X square feet)		
Trees	# of existing Heritage trees: 16	# of existing non-Heritage trees: 58	# of new trees: 15
	# of existing Heritage trees to be removed: 11	# of non-Heritage trees to be removed: 53	Total # of trees: 28

* Commercial and Multiple-residential properties | ** Single family residential and R-4 zoned properties | *** Commercial, Multiple residential, and R-3 zoned properties

LEGEND

ENCLOSED BUILDING AREA

OPEN STRUCTURE

BUILDING COVERAGE CALCULATION

AREA	DIMENSIONS	SF
A	52' x 21.5'	1116.6
B	10.67' x 10.17'	364.44
C	29.23' x 27.52'	799.83
D	29.23' x 19.67'	594.75
E	18.48' x 26.81'	461.17
F	32' x 42.19'	1350.27
G	54' x 4'	216
H	18.48' x 35.42'	658.3
I	3.75' x 2'	7.5
J	70' x 37'	2590
TOTAL		8158.86

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LICENSED ARCHITECT
LAURA ALLEN TAYLOR
No. C-34338
RENEWAL 08/31/2025
STATE OF CALIFORNIA

Chevron
FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

GROSS FLOOR AREA DIAGRAM

DATE	REMARKS
09/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	Z.P.
JOB NO.:	SNR21-0033-00

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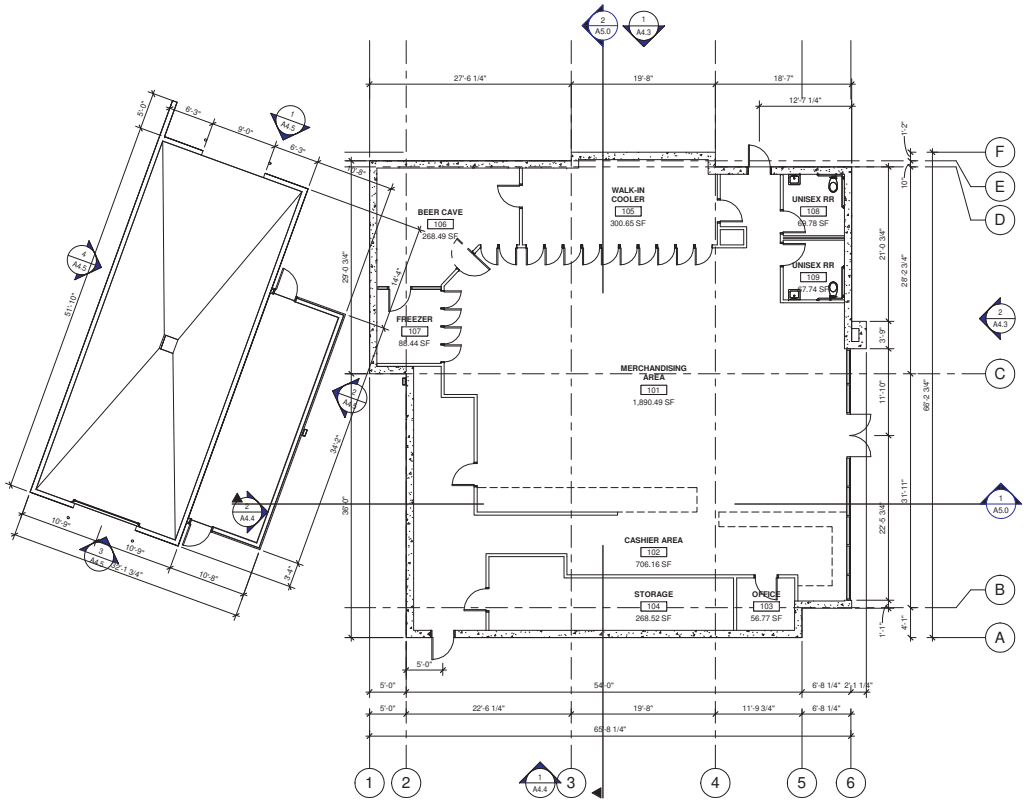
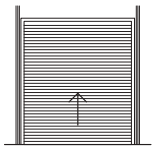


KEYNOTES:

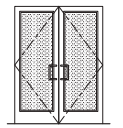
SEE SHEET A0.2 FOR GENERAL NOTES

DOOR TYPES



SD1 9'-0" x 10'-0"
SECTIONAL ROLL UP OVERHEAD DOOR W/ FACTORY PAINTED FINISH.

HARDWARE:
1 EA SLIDE BOLT
1 EA PAD LOCK



SF1 6'-0" x 8'-0" (PAIR)
CLEAR ANOD. ALUM. STOREFRONT DOOR W/TEMPERED GLAZING (NARROW STILE)

FRAME: MANUFACTURER

HARDWARE:
2 SETS PIVOT SET
2 SETS INTER PIVOT
1 EA MORTISE CYLINDER
2 SETS OFFSET PULL
2 EA OH CLOSER
1 EA THRESHOLD
1 EA DECAL

NOTE: WEATHERSEAL BY DOOR MANUFACTURER

F1 3'-0" x 7'-0"
PAINTED INSULATED HOLLOW METAL DOOR

HARDWARE:
3 EA HINGES
1 EA EXIT DEVICE
1 EA CYLINDER
1 EA CLOSER
1 EA PERIMETER SEAL
1 EA BOTTOM DRIP
1 EA THRESHOLD
1 EA LOCK GUARD
1 EA HVY DUTY FLOOR STOP

DOOR NOTES

BUTT HINGES:
SOSS - STANDARD WEIGHT, PLAIN BEARING, STEEL HINGES OR APPROVED EQUAL.
ALL EXTERIOR OUTSWING DOOR BUTTS SHALL BE MADE OF NON-FERROUS MATERIAL AND SHALL HAVE STAINLESS STEEL HINGE PINS.
VON DUPRIN 99 SERIES PANIC DEVICE OR APPROVED EQUAL
CLOSING DEVICES: NORTON 8500 BF SERIES OR APPROVED EQUAL
STOPS: TRIMCO W1200 SERIES DOOR STOP
SLIDE BOLT AND PAD LOCK: INSTALL SLIDE BOLT ABOVE LEVEL OF DOOR GUARD
EQUIPMENT ROOM DOORS:
- DOOR TO BE INSULATED METAL DOOR WITH PERIMETER GASKETING AS FOLLOWS:
  - SOLID THRESHOLD AND DOOR SHOE EQUIVALENT TO PEMKO 14?A AND 234AV
  - DOUBLE HEAD AND JAMB GASKETS EQUIVALENT TO PEMKO S88 PLUS PEMKO 315CR

WALL LEGEND

EXTERIOR PLASTER FINISH OVER METAL STUD WALL

CONCRETE BLOCK WALL WITH EXTERIOR FINISH PER ELEVATIONS.

CONCRETE WALL WITH EXTERIOR FINISH PER ELEVATIONS.

1/8"=1'-0"
0 4' 8' 16' 32'

FLOOR PLAN - C-STORE & CAR WASH
SCALE: 1/8" = 1'-0"

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LICENSED ARCHITECT
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No. C-34038
RENEWAL 08/31/2025
STATE OF CALIFORNIA

Chevron
FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

FLOOR PLAN - C-STORE & CAR WASH

DATE	REMARKS
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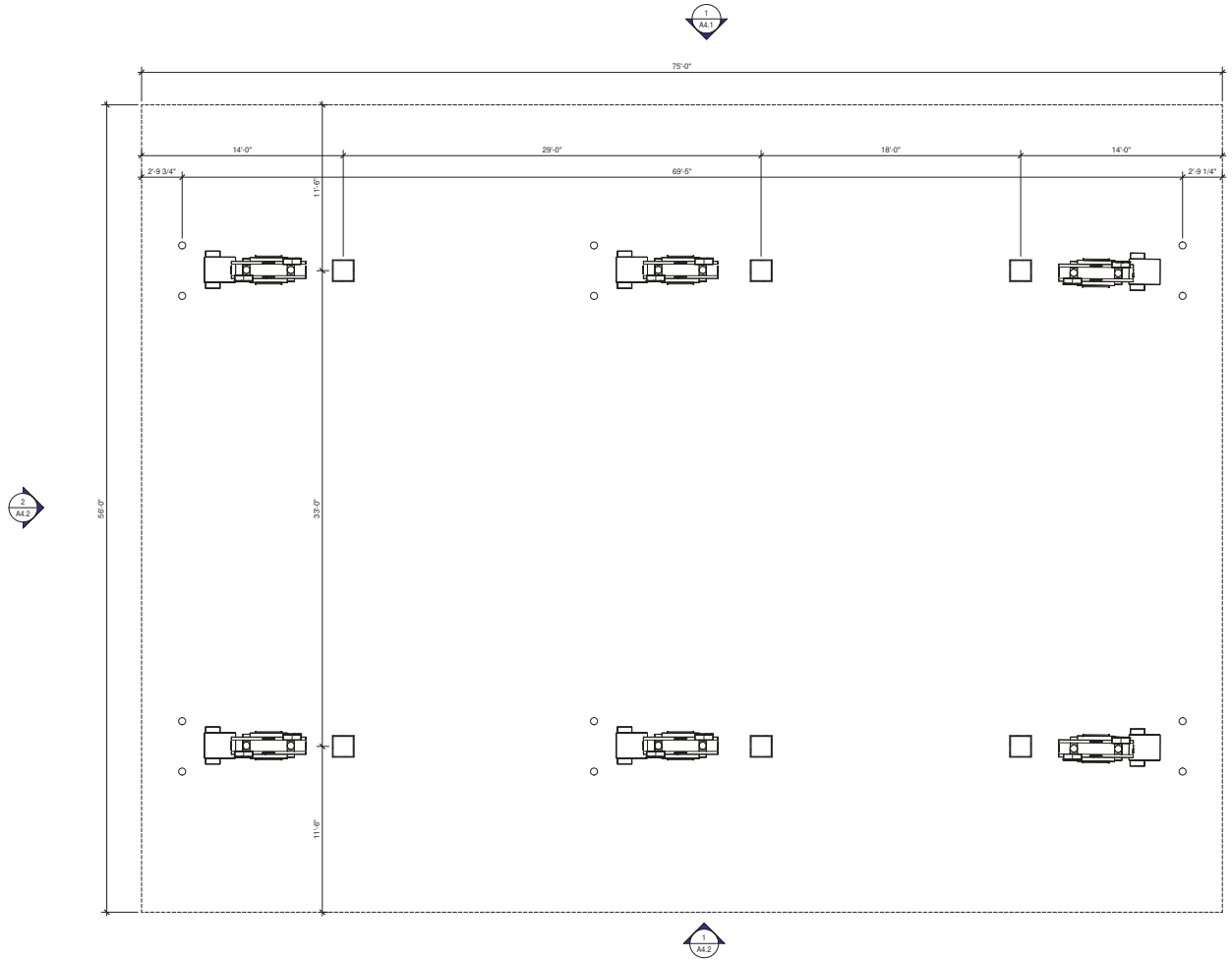


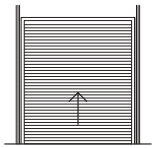
1/4"=1'-0"
0 2' 4' 8' 16'

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

KEYNOTES:

SEE SHEET A0.2 FOR GENERAL NOTES

DOOR TYPES



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SECTIONAL ROLL UP OVERHEAD
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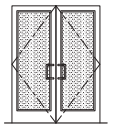

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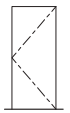
1 EA DECAL

NOTE: WEATHERSEAL BY DOOR MANUFACTURER



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PAINTED INSULATED
HOLLOW METAL DOOR

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No. C-34838
RENEWAL 08/31/2025
STATE OF CALIFORNIA

Chevron
FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

FLOOR PLAN - CANOPY

DATE	REMARKS
09/12/2022	Planning Submittal
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02/16/2024	Planning Resubmittal #4

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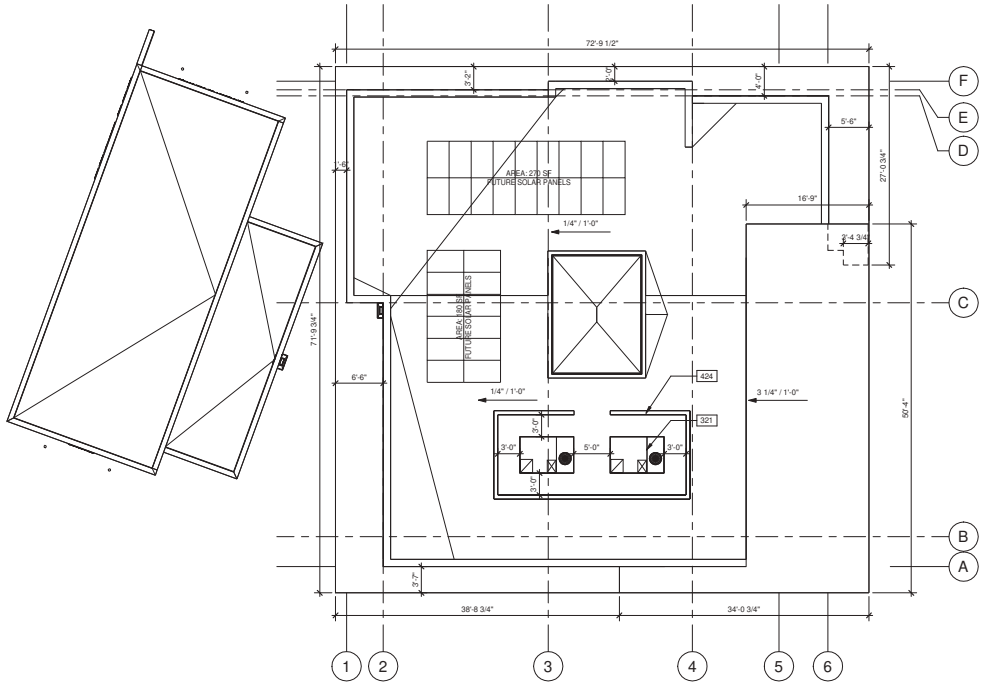

1/4"=1'-0"
0 2' 4' 8' 16'

ROOF PLAN
SCALE: 1/8" = 1'-0"

KEYNOTES:

SEE SHEET A0.2 FOR GENERAL NOTES

321 ROOFTOP MECHANICAL UNITS TO COMPLY WITH A NOISE LIMIT OF 50 dBA AT 50 FEET.
424 METAL MECHANICAL SCREEN.

ABBREVIATIONS

T.O.P. = TOP OF PARAPET
H.P. = TOP OF ROOFING - HIGH POINT
M.P. = TOP OF ROOFING - MID POINT
L.P. = TOP OF ROOFING - LOW POINT

CALCULATIONS

FUTURE SOLAR:

ROOF AREA:	3,064	S.F.
SKYLIGHT AREA:	231	S.F.
ROOF AREA LESS SKYLIGHT:	2,833	S.F.
15% OF ROOF AREA (LESS SKYLIGHTS):	425	S.F.
TOTAL AREA FOR FUTURE SOLAR REQUIRED:	425	S.F.*
TOTAL AREA FOR FUTURE SOLAR PROVIDED:	450	S.F.

FUTURE SOLAR AREA TO BE PROVIDED ON TOP OF FUEL AREA CANOPY

* CEC SECTION 110.10(B)4 DOES NOT REQUIRE THE INCLUSION OF ANY COLLATERAL LOADS FOR FUTURE SOLAR ENERGY SYSTEMS.

LEGEND

SKYLIGHT:
COORDINATE EXACT LOCATION TO PREVENT CONFLICT WITH FRAMING, FIRE SPRINKLER LINES, ELECTRICAL CONDUITS AND LIGHTING. SEE STRUCTURAL DRAWINGS.

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LAUREN KAREN TAM
No. C-40358
RENEWAL DATE 08/31/2025
STATE OF CALIFORNIA

Chevron
FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

ROOF PLAN - C-STORE & CAR WASH

DATE	REMARKS
09/12/2022	Planning Submittal
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02/16/2024	Planning Resubmittal #4

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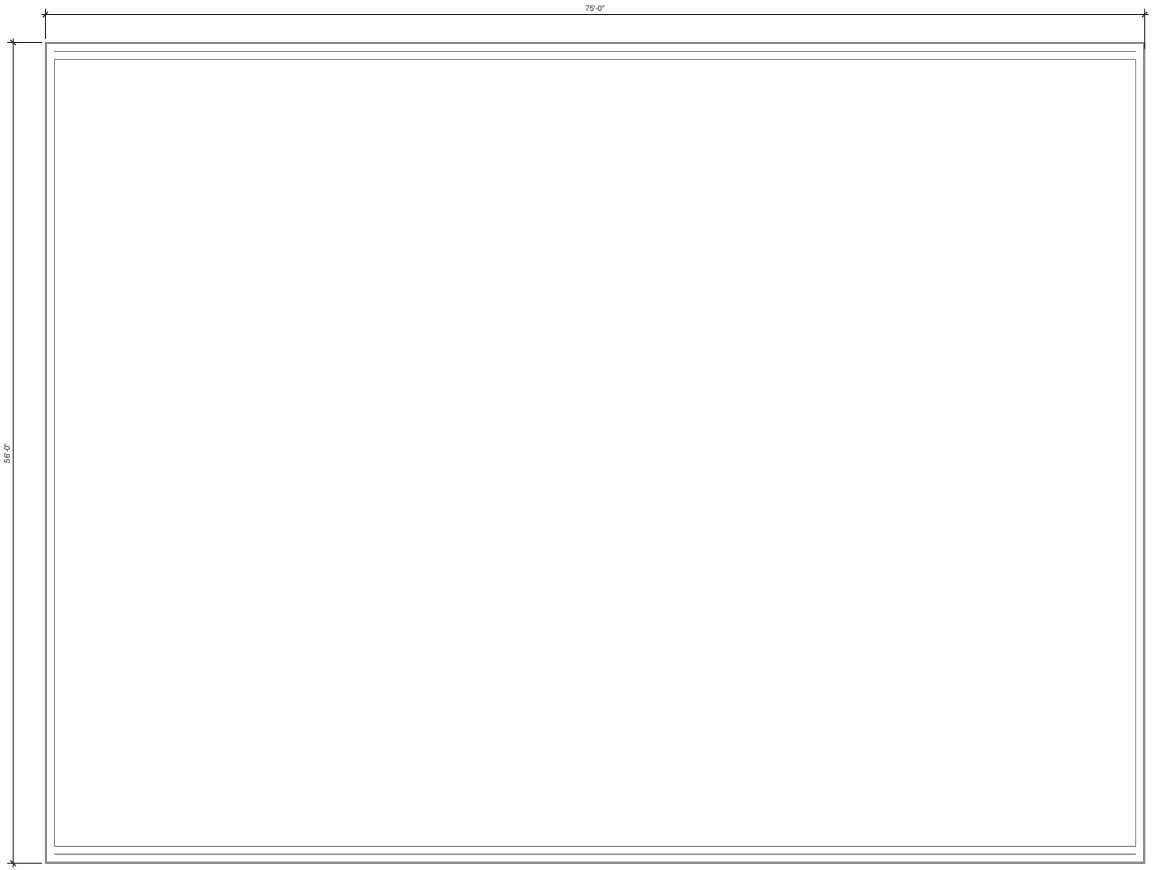

ROOF PLAN - CANOPY

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

1/4"=1'-0"

0 2' 4' 8' 16'

KEYNOTES:

SEE SHEET A0.2 FOR GENERAL NOTES

ABBREVIATIONS

T.O.P. = TOP OF PARAPET
H.P. = TOP OF ROOFING - HIGH POINT
M.P. = TOP OF ROOFING - MID POINT
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LICENSED ARCHITECT
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STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

ROOF PLAN - CANOPY

DATE	REMARKS
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JOB NO.:	SNR21-0033-00

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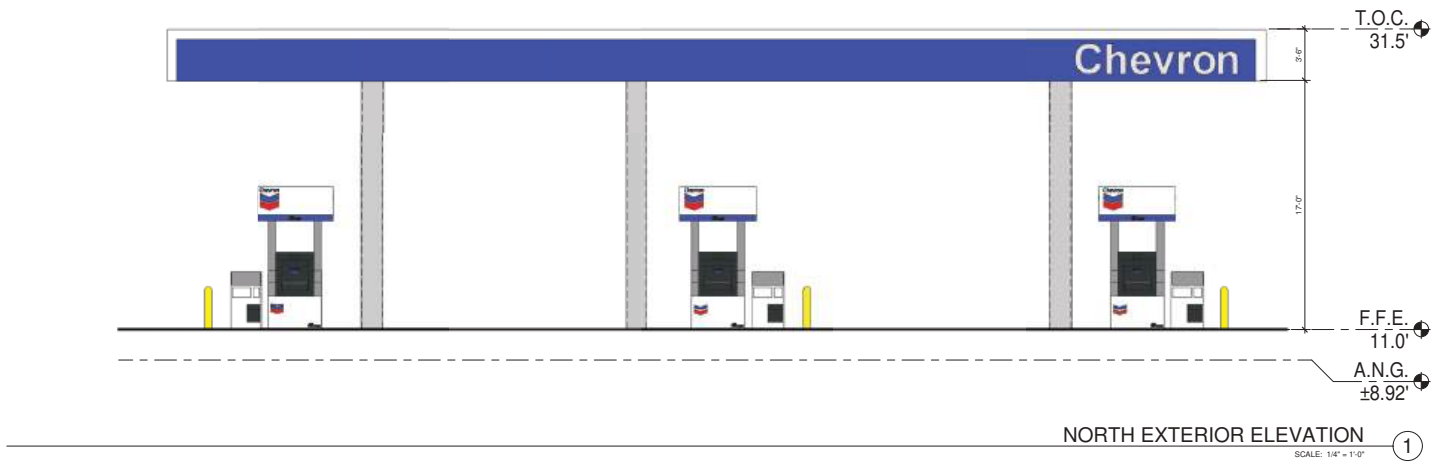
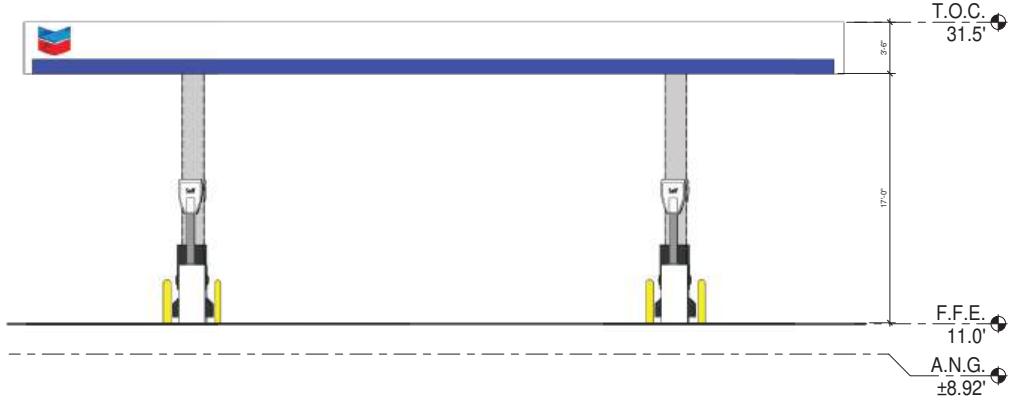


NORTH EXTERIOR ELEVATION 1
SCALE: 1/4" = 1'-0"



1/4"=1'-0"
0 2' 4' 8' 16'

EAST EXTERIOR ELEVATION 2
SCALE: 1/4" = 1'-0"

KEYNOTES:

SEE SHEET A0.2 FOR GENERAL NOTES

LEGEND

MATERIALS:

RAYNOBOND COMPOSITE METAL PANEL - MATTE WHITE

RAYNOBOND COMPOSITE METAL PANEL - MATTE BLUE

COLORS:

PROVIDE 6'-0" WIDE PAINT COLOR MOCK-UP FULL HEIGHT OF BUILDING FOR OWNER/ARCHITECT REVIEW.

BASE COLOR: SILVER - PMS 877

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LICENSED ARCHITECT
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No. C-34038
RENEWAL 8/31/2025
STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

EXTERIOR ELEVATIONS - CANOPY

DATE	REMARKS
09/12/2022	Planning Submittal
06/30/2023	Planning Resubmittal #1
01/03/2024	Planning Resubmittal #2
01/19/2024	Planning Resubmittal #3
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PA/PM:	P. KING
DRAWN BY.:	J.D./S.K./Z.P.
JOB NO.:	SNR21-0033-00

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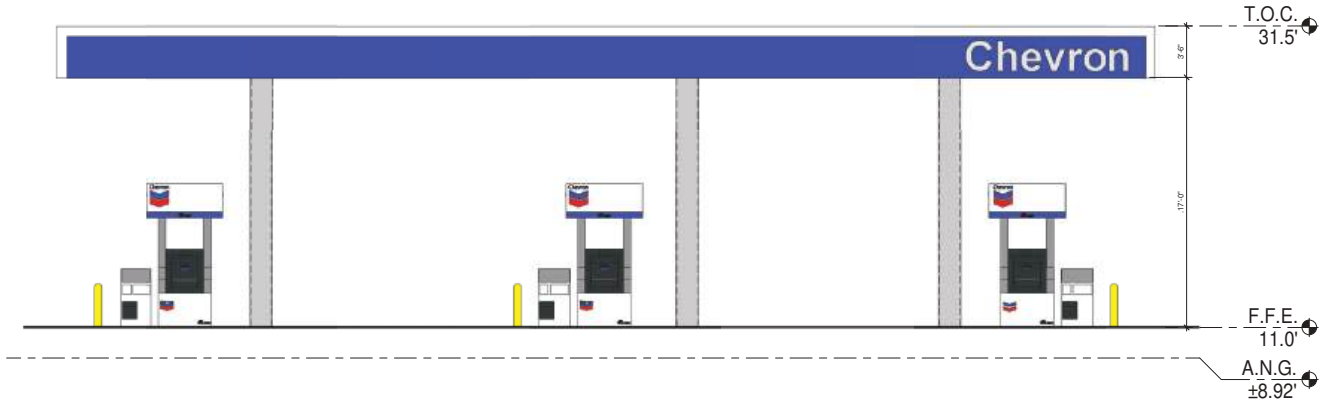
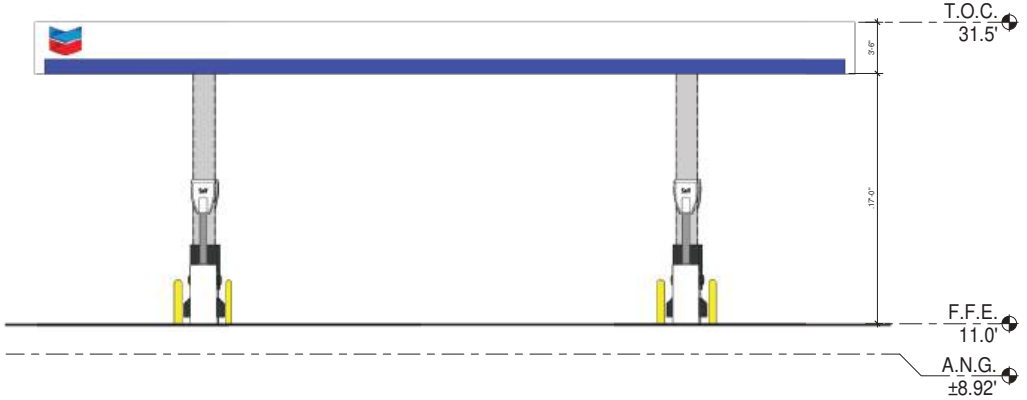


SOUTH EXTERIOR ELEVATION (1)
SCALE: 1/4" = 1'-0"



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

KEYNOTES:

SEE SHEET A0.2 FOR GENERAL NOTES

LEGEND

MATERIALS:

RAYNOBOND COMPOSITE METAL PANEL - MATTE WHITE

RAYNOBOND COMPOSITE METAL PANEL - MATTE BLUE

COLORS:

PROVIDE 6'-0" WIDE PAINT COLOR MOCK-UP FULL HEIGHT OF BUILDING FOR OWNER/ARCHITECT REVIEW.

BASE COLOR: SILVER - PMS 877

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LICENSED ARCHITECT
JAMES KAREN TAPP
No. C-30258
REN 8/31/2024
STATE OF CALIFORNIA

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MENLO PARK, CA 94025

EXTERIOR ELEVATIONS - CANOPY

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02/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	J.D./S.K./Z.P.
JOB NO.:	SNR21-0033-00

SHEET
A4.2

2/13/2024 11:16:21 PM

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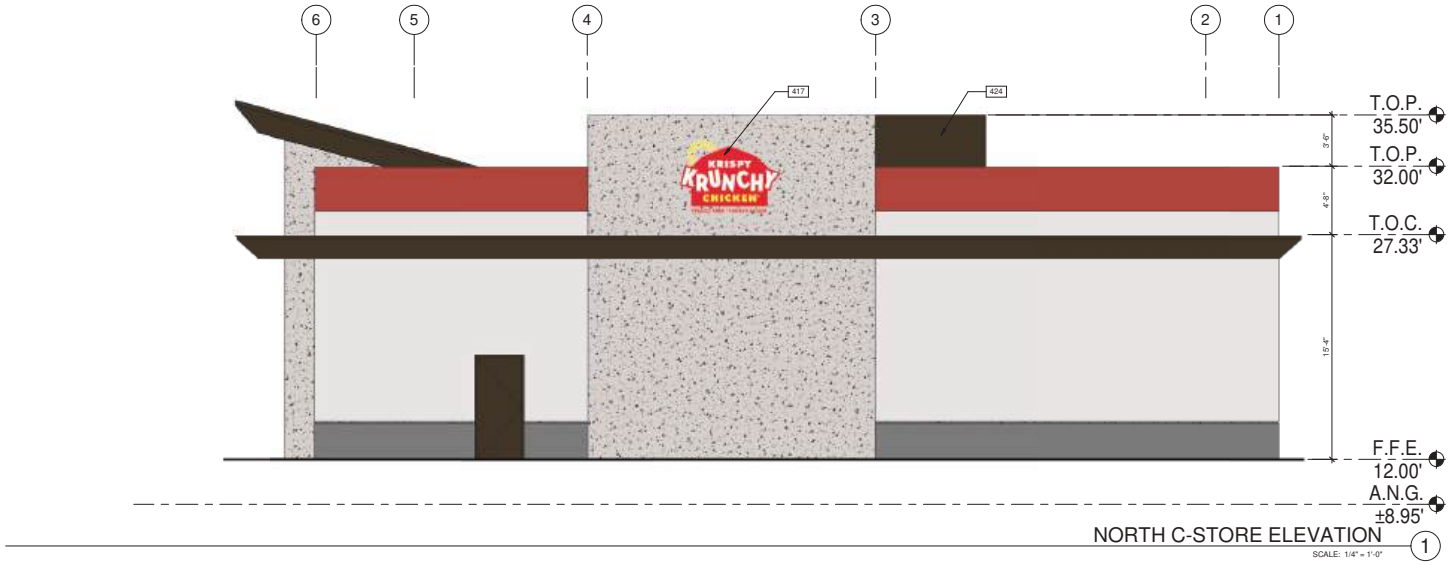
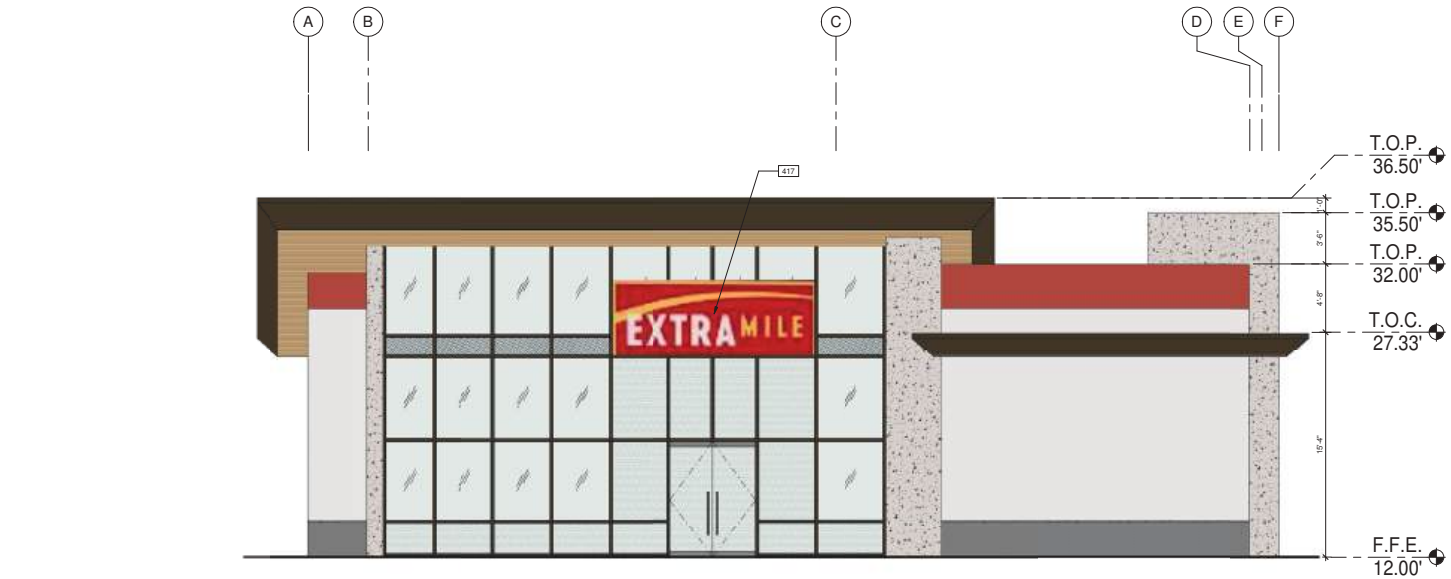


NORTH C-STORE ELEVATION (1)
SCALE: 1/4" = 1'-0"



EAST C-STORE ELEVATION (2)
SCALE: 1/4" = 1'-0"

KEYNOTES:

SEE SHEET A0.2 FOR GENERAL NOTES

417 SIGNAGE BY OTHERS, TO BE SUBMITTED IN A SEPARATE PACKAGE.
424 METAL MECHANICAL SCREEN.

LEGEND

MATERIALS:

- EXTERIOR SMOOTH PLASTER FINISH WITH INTEGRAL COLOR OVER STUD WALL
- DARK BRONZE ANODIZED ALUMINUM (STOREFRONT SYSTEM & CANOPIES, METAL ROOF, MECHANICAL SCREEN)
- EXPOSED CAST IN PLACE CONCRETE
- COMPOSITE RAIN SCREEN SIDING, WOOD LOOK

GLASS:

- VISION GLASS
- SPANDREL GLASS
- TEMPERED GLASS

ALL GLASS USED ON THE ENVELOPE OF THE BUILDING TO BE:
XXXXXXX
U FACTOR = 0.28 AND SHGC = 0.28
GLASS WIND LOAD RESISTANCE CALCULATIONS ARE UNDER SEPARATE PERMIT

COLORS:

PROVIDE 6'-0" WIDE PAINT COLOR MOCK-UP FULL HEIGHT OF BUILDING FOR OWNER/ARCHITECT REVIEW.

- BASE COLOR: SHADED WHISPER - PPG0995-1
- SECONDARY COLOR: STATUE GARDEN - PPG0996-3
- ACCENT COLOR: RUM PUNCH - PPG1190-7

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F 925.734.1821

LICENSED ARCHITECT
JAMES KEVIN TAYLOR
No. C-30868
REN: 08/31/2025
STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

EXTERIOR ELEVATIONS - C-STORE

DATE	REMARKS
09/12/2022	Planning Submittal
06/30/2023	Planning Resubmittal #1
01/01/2024	Planning Resubmittal #2
01/16/2024	Planning Resubmittal #3
02/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	J.D./S.K./Z.P.
JOB NO.:	SNR21-0033-00

SHEET
A4.3

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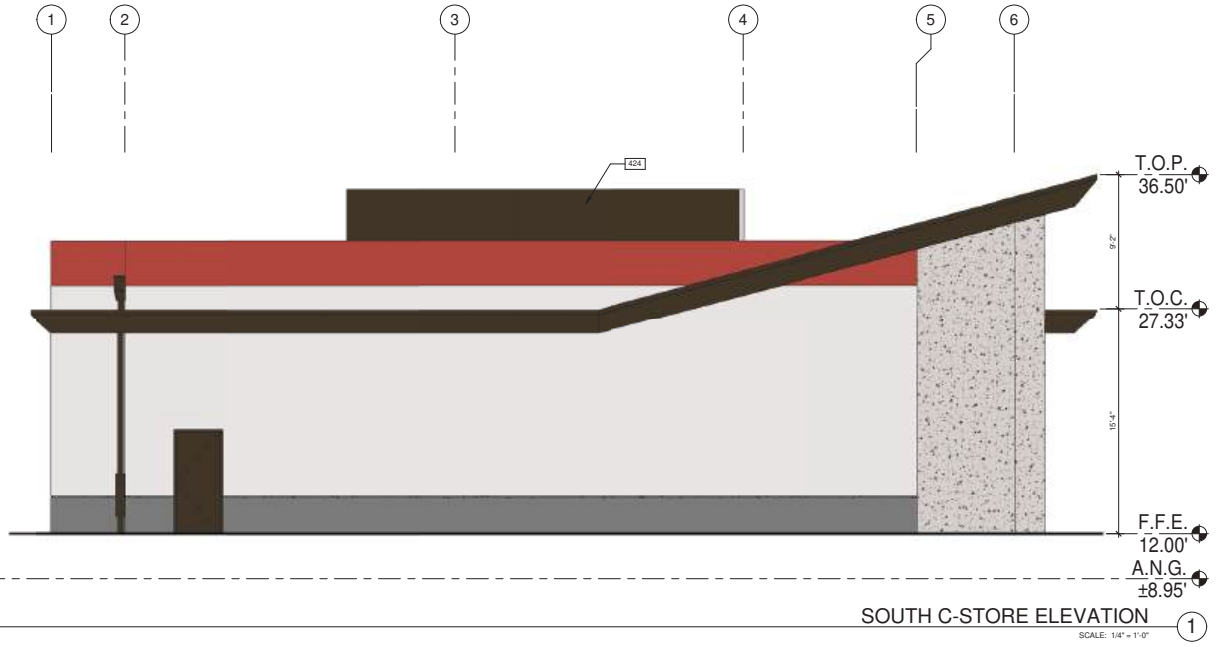
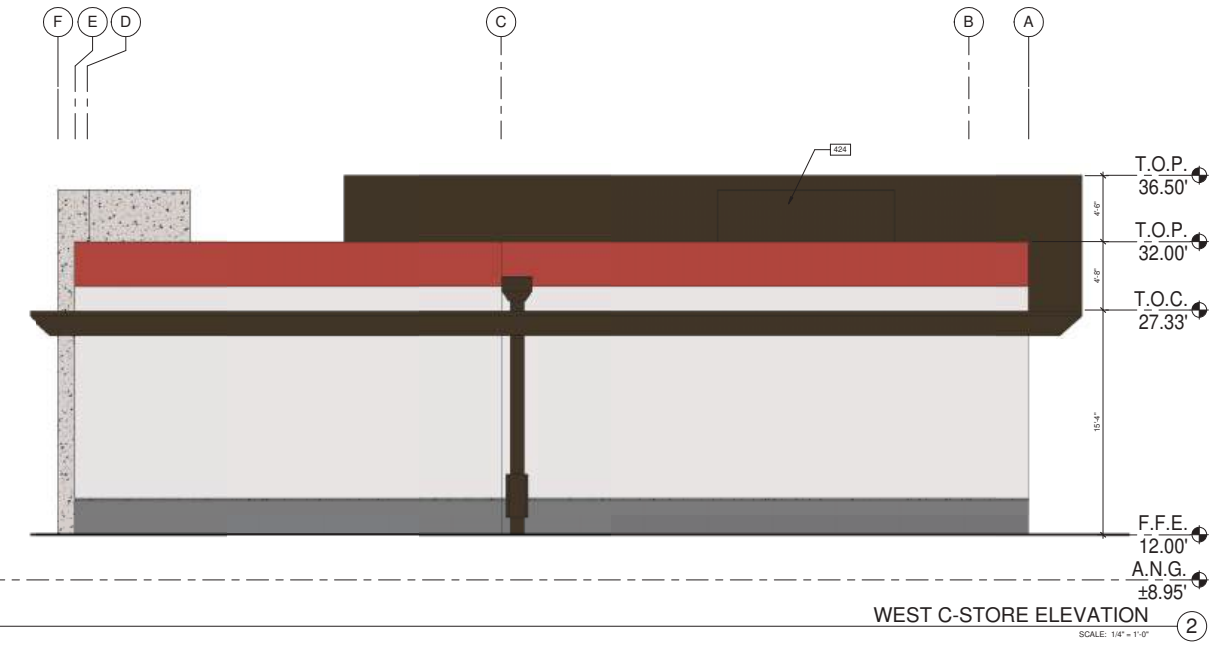


SOUTH C-STORE ELEVATION (1)
SCALE: 1/4" = 1'-0"



WEST C-STORE ELEVATION (2)
SCALE: 1/4" = 1'-0"

KEYNOTES:

SEE SHEET A0.2 FOR GENERAL NOTES

424 METAL MECHANICAL SCREEN.

LEGEND

MATERIALS:

- EXTERIOR SMOOTH PLASTER FINISH WITH INTEGRAL COLOR OVER STUD WALL
- DARK BRONZE ANODIZED ALUMINUM (STOREFRONT SYSTEM & CANOPIES, METAL ROOF, MECHANICAL SCREEN)
- EXPOSED CAST IN PLACE CONCRETE
- COMPOSITE RAIN SCREEN SIDING, WOOD LOOK

GLASS:

- VISION GLASS
- SPANDREL GLASS
- TEMPERED GLASS

ALL GLASS USED ON THE ENVELOPE OF THE BUILDING TO BE:
XXXXXXX
U FACTOR = 0.28 AND SHGC = 0.28
GLASS WIND LOAD RESISTANCE CALCULATIONS ARE UNDER SEPARATE PERMIT

COLORS:

PROVIDE 6'-0" WIDE PAINT COLOR MOCK-UP FULL HEIGHT OF BUILDING FOR OWNER/ARCHITECT REVIEW.

- BASE COLOR: SHADED WHISPER - PPG0995-1
- SECONDARY COLOR: STATUE GARDEN - PPG0996-3
- ACCENT COLOR: RUM PUNCH - PPG1190-7

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LICENSED ARCHITECT
JAMES WARREN TOBEY
No. C-43582
2025
RENEWAL DATE
STATE OF CALIFORNIA

Chevron
FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

EXTERIOR ELEVATIONS - C-STORE

DATE	REMARKS
09/12/2022	Planning Submittal
06/30/2023	Planning Resubmittal #1
01/01/2024	Planning Resubmittal #2
01/19/2024	Planning Resubmittal #3
02/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	J.D./S.K./Z.P.
JOB NO.:	SNR21-0033-00

SHEET
A4.4

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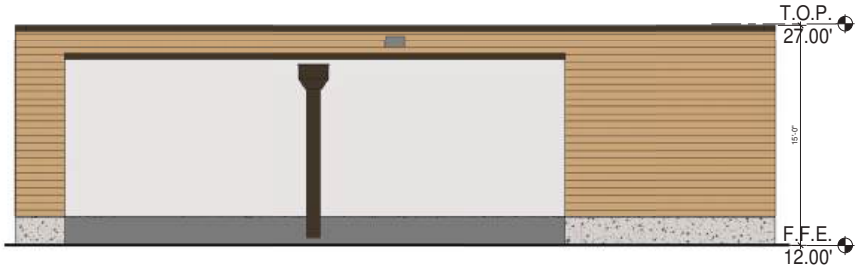
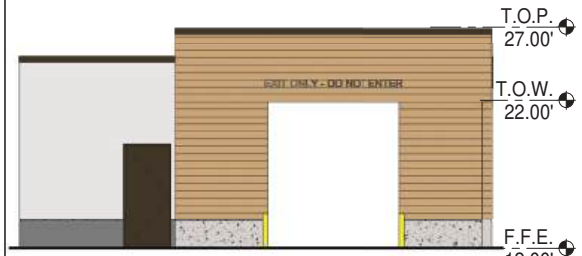
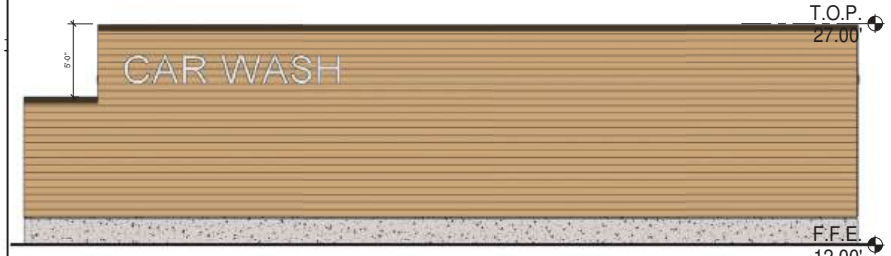


CAR WASH EAST ELEVATION (2)
SCALE: 1/4" = 1'-0"



CAR WASH NORTH ELEVATION (1)
SCALE: 1/4" = 1'-0"



CAR WASH WEST ELEVATION (4)
SCALE: 1/4" = 1'-0"

CAR WASH SOUTH ELEVATION (3)
SCALE: 1/4" = 1'-0"

KEYNOTES:

SEE SHEET A0.2 FOR GENERAL NOTES

LEGEND

MATERIALS:

- EXTERIOR SMOOTH PLASTER FINISH WITH INTEGRAL COLOR OVER STUD WALL
- DARK BRONZE ANODIZED ALUMINUM (STOREFRONT SYSTEM & CANOPIES, METAL ROOF, MECHANICAL SCREEN)
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GLASS:

- VISION GLASS
- SPANDREL GLASS
- TEMPERED GLASS

ALL GLASS USED ON THE ENVELOPE OF THE BUILDING TO BE:
XXXXXXX
U FACTOR = 0.28 AND SHGC = 0.28
GLASS WIND LOAD RESISTANCE CALCULATIONS ARE UNDER SEPARATE PERMIT

COLORS:

PROVIDE 6'-0" WIDE PAINT COLOR MOCK-UP FULL HEIGHT OF BUILDING FOR OWNER/ARCHITECT REVIEW.

- BASE COLOR: SHADED WHISPER - PPG0995-1
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LICENSED ARCHITECT
JAMES ALLEN TAN
No. C-34088
REN 08/31/2025
STATE OF CALIFORNIA

Chevron
FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

EXTERIOR ELEVATIONS - CAR WASH

DATE	REMARKS
09/12/2022	Planning Submittal
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01/01/2024	Planning Resubmittal #2
01/16/2024	Planning Resubmittal #3
02/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	Z.P.
JOB NO.:	SNR21-0033-00

SHEET
A4.5

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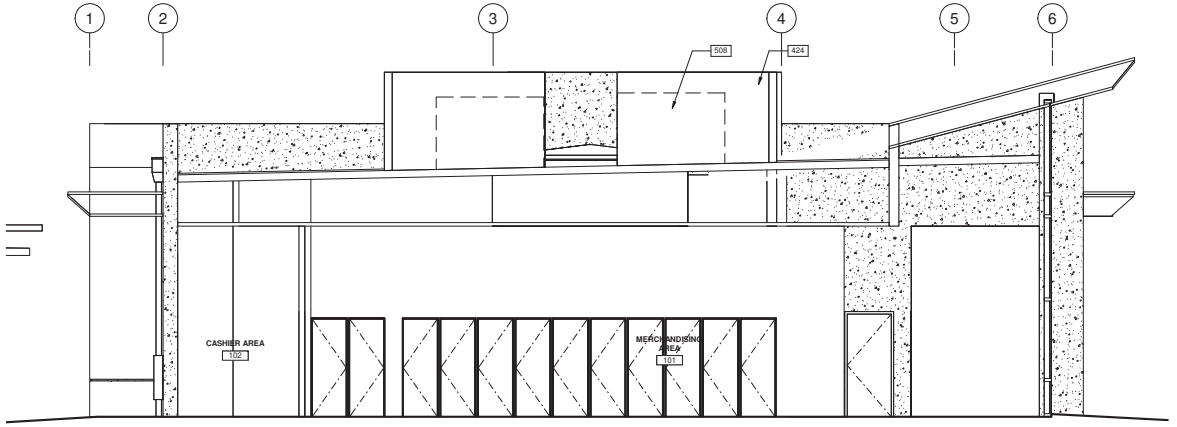
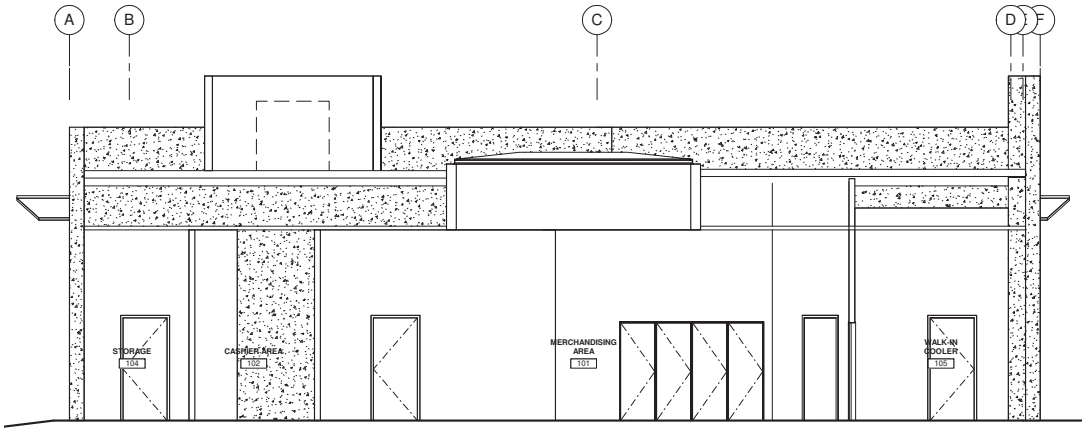


BUILDING SECTION 1
SCALE: 1/4" = 1'-0"



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

KEYNOTES:

SEE SHEET A0.2 FOR GENERAL NOTES

424 METAL MECHANICAL SCREEN.
508 HVAC UNIT LOCATION/ HEIGHT TO BE DETERMINED.

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LICENSED ARCHITECT
JAMES KAREN TOM
No. C-30282
RENEWAL DATE
STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

BUILDING SECTIONS

DATE	REMARKS
09/12/2022	Planning Submittal
06/30/2023	Planning Resubmittal #1
01/01/2024	Planning Resubmittal #2
01/19/2024	Planning Resubmittal #3
02/16/2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	J.D./S.K.
JOB NO.:	SNR21-0033-00

SHEET
A5.0

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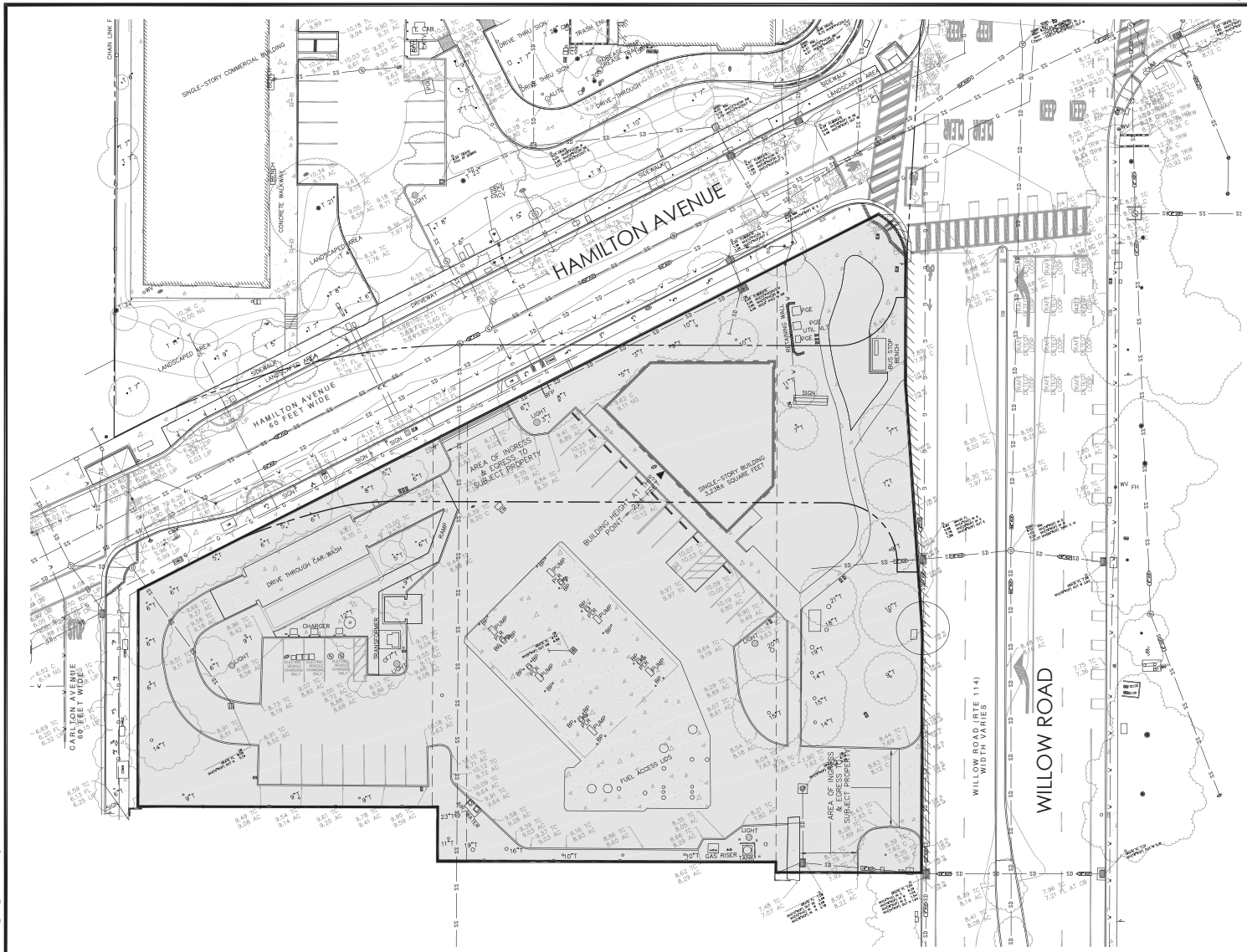

BASIS OF BEARINGS

THE MEASURED BEARING OF NORTH 23° 10' 37" EAST (RECORD BEARING NORTH 23° 08' 15" EAST), BEING THE MONUMENT LINE BETWEEN THE 2" BRASS DISK IN MONUMENT WELL STAMPED "CA, DEPT. OF TRANSPORTATION X600" (POINT NO. 3017 HEREON) AND THE 2" BRASS DISK IN MONUMENT WELL STAMPED "CA, DEPT. OF TRANSPORTATION X602" (POINT NO. 3015 HEREON), BOTH AS SHOWN ON THE CALIFORNIA STATE HIGHWAY MONUMENT MAP COL: SAN MATEO RTE. 84, P.M. 27.1, DR. S-239.4a, WAS USED AS THE BASIS FOR ALL BEARING SHOWN HEREON.

HORIZONTAL DATUM

THE COORDINATES SHOWN HEREON ARE BASED UPON THE NORTH AMERICAN DATUM OF 1983, EPOCH 2011.00 (CALIFORNIA COORDINATE SYSTEM-ZONE 3) AND WERE ESTABLISHED USING THE CALIFORNIA SURVEYING AND DRAFTING REAL-TIME NETWORK (CSDS RTN). WWW.CSDSINC.COM/GPS-NETWORK-SERVICES/

SITE BENCHMARK

ELEVATION: 7.577 FEET

DATUM: NAVD 88

POINT I.D.: 3003

DESCRIPTION: FOUND 2.5" DIA. BRASS DISK WITH PUNCH IN WELL.

LOCATION: CENTERLINE-CENTERLINE INTERSECTION OF HAMILTON AVENUE AND HAMILTON COURT.

SYMBOLS

LEGEND

LINE TYPES

LIMITS OF DEMOLITION - ALL BUILDING, STRUCTURES, UTILITIES AND APPURTENANCES SHALL BE DEMOLISHED AND REMOVED PER CITY STANDARDS

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Chevron

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MENLO PARK, CA 94025

TOPOGRAPHIC SURVEY

NO.	DATE	REMARKS
	09/12/2022	PLANNING SUBMITTAL
	09/30/2023	PLANNING RESUBMITTAL #1
	09/30/2023	PLANNING RESUBMITTAL #2
	01/16/2024	PLANNING RESUBMITTAL #3

JOB NO.:	21-0033-00
PA / PM:	BN
DESIGNED:	RA
DRAWN:	
DATE:	09-05-2022
PLOT DATE:	02/14/24

SHEET
C1.0
Sheet of 5

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NOT FOR CONSTRUCTION

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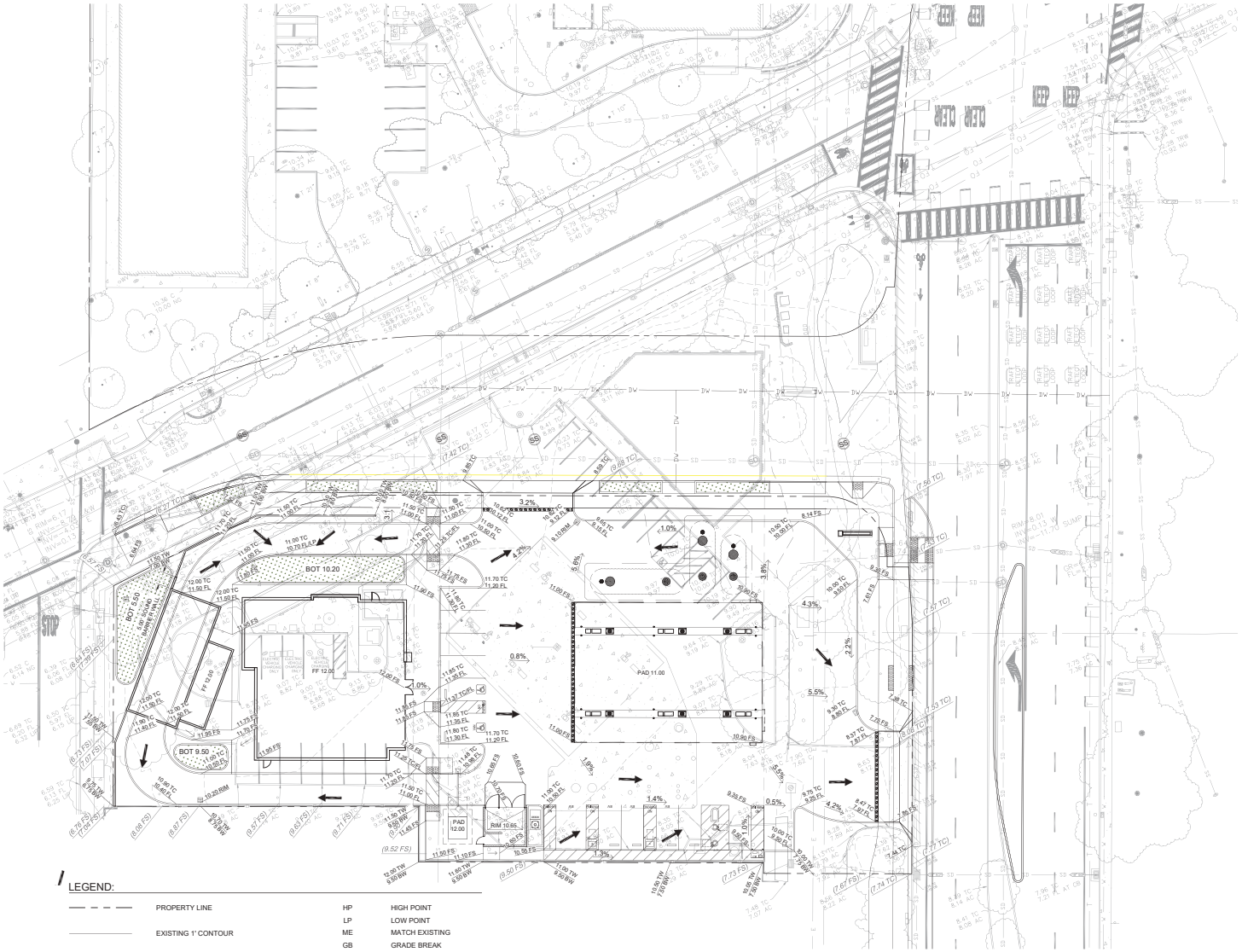

CONSTRUCTION NOTES

1	PROPOSED BUILDING, SEE ARCHITECTURAL PLANS
2	TRASH ENCLOSURE, SEE DETAIL ON SHEET A1.3 ON ARCHITECTURE PLANS
3	6" TC AT ALL CURB AND GUTTER, ABOVE FS ELEVATIONS SHOWN
4	6" CURB AND GUTTER AROUNDS BIO-RETENTION BASINS
5	6" VERTICAL CURB SEE DETAIL C ON SHEET C8.0
6	INSTALL CURB CUTS ALONG ALL BIO-RETENTION CURBS AT 10' SPACING
7	INSTALL 8" TRENCH DRAINS WHERE SHOWN WITH INTERNAL 0.005 BOTTOM SLOPE
8	INSTALL COBBLE CHANNEL AT CURB OPENING PER DETAIL H ON SHEET C8.0
9	INSTALL ACCESSIBLE RAMP TYPE C PER DETAIL J ON SHEET C8.0
10	ACCESSIBLE PARKING STALLS AND CURB RAMPS, SEE ARCHITECTURAL PLAN FOR DETAILS AND DETAIL K ON SHEET 8.0
11	BIO-RETENTION SEE SHEET C5.0 FOR DETAILS, PRIVATELY MAINTAINED

NOTE: (VESTING TENTATIVE MAP)

PROPOSED PROJECT IS BASED ON APPROVED VESTING TENTATIVE MAP FOR HAMILTON AVENUE PARCELS ASSOCIATED WITH WILLOW VILLAGE MASTER PLAN. PROJECT WILL ULTIMATELY BE CONTINGENT ON APPROVAL OF FINAL MAP.

FEMA STATEMENT OF COMPLIANCE:

I CERTIFY THAT I AM THE ENGINEER (OR ARCHITECT) OF RECORD AND THE PLANS DATED _____, SUBMITTED ON _____ COMPLY WITH THE CITY'S FLOOD DAMAGE PREVENTION ORDINANCE (CHAPTER 12, SECTION 42).

ENGINEER OF RECORD
GERRY PARCO, P.E. C-69608

NOTE:

INFORMATION WITHIN THE PUBLIC RIGHT-OF-WAY SHOWN ON THESE PLANS ARE FOR ILLUSTRATION PURPOSES ONLY. SEE PLANS BY SEPARATE PERMIT BY OTHERS.

LEGEND:

	PROPERTY LINE	HP	HIGH POINT
	EXISTING 1' CONTOUR	LP	LOW POINT
	EXISTING 0.2' CONTOUR	ME	MATCH EXISTING
SD	PROPOSED STORM LINE	GB	GRADE BREAK
SD	EXISTING STORM LINE	TW	TOP OF WALL
	PROPOSED STORM INLET	FG	FINISH GRADE
	EXISTING STORM INLET	FS	FSMENT
	PROPOSED SWALE		
XX.XX	PROPOSED SPOT ELEVATION (AT FLOWLINE UNLESS OTHERWISE INDICATED)		
X.XX%	PROPOSED SLOPE AND DIRECTION		
	FLOW DIRECTION		

SCALE: 1" = 20'

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FOR AND ON BEHALF OF WARE MALCOMB

Chevron
ONSITE ENTITLEMENT PLANS
1399 WILLOW ROAD
MENLO PARK, CA 94025

PRELIMINARY GRADING PLAN

NO.	DATE	REMARKS
	09/12/2022	PLANNING SUBMITTAL
	09/30/2023	PLANNING RESUBMITTAL #1
	09/30/2023	PLANNING RESUBMITTAL #2
	01/16/2024	PLANNING RESUBMITTAL #3

JOB NO.:	21-0033-00
PA / PM:	BN
DESIGNED:	RA
DATE:	09-05-2022
PLOT DATE:	02/14/24

SHEET
C2.0
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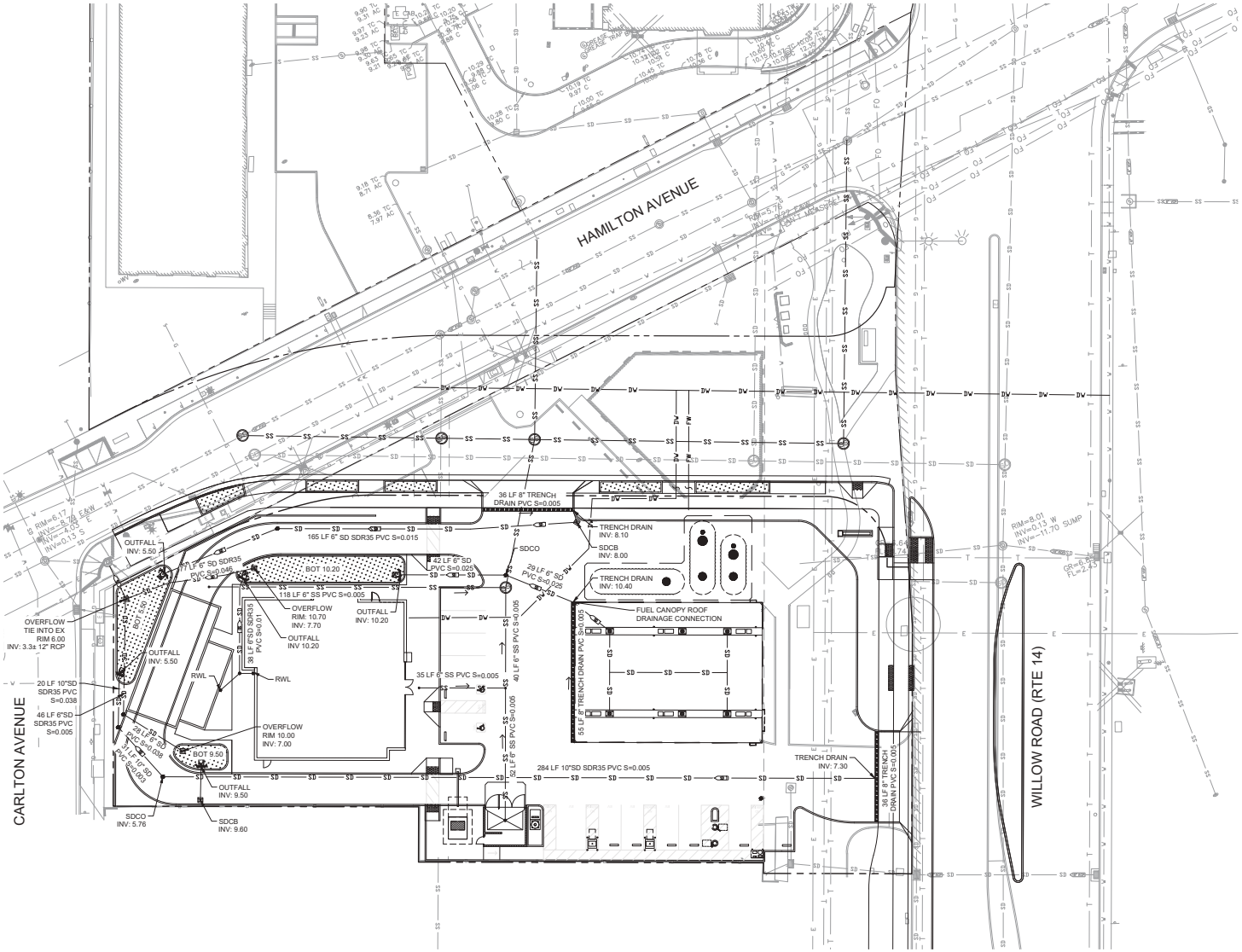

LEGEND

EXISTING		PROPOSED
	PROPERTY LINE	
	EASEMENT	
	CURB & GUTTER	
	MANHOLE	
SD SD	STORM SEWER	SD SD
	ROOF DRAIN	
OH OH	OVERHEAD LINE	OH OH
G G	GAS	G G
IRR	IRRIGATION	IRR
SS SS	SANITARY SEWER	SS SS
WM WM	WATER	WM WM
	INLET	
	FLARED END SECTION	
	TEE	
	PLUG	
	THRUST BLOCK	
	WATER VALVE	
	FIRE HYDRANT	
	WATER METER	
RCB	IRRIGATION CONTROL	RCB
	LIGHT POLE	
	POWER POLE	
	TELEPHONE PEDESTAL	

NOTE:
INFORMATION WITHIN THE PUBLIC RIGHT-OF-WAY SHOWN ON THESE PLANS ARE FOR ILLUSTRATION PURPOSES ONLY. SEE PLANS BY SEPARATE PERMIT BY OTHERS.

SCALE: 1" = 20'

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FOR AND ON BEHALF OF WARE MALCOMB

Chevron
ONSITE ENTITLEMENT PLANS
1399 WILLOW ROAD
MENLO PARK, CA 94025

PRELIMINARY UTILITY PLAN

NO.	DATE	REMARKS
	09/12/2022	PLANNING SUBMITTAL
	09/30/2023	PLANNING RESUBMITTAL #1
	09/30/2023	PLANNING RESUBMITTAL #2
	01/19/2024	PLANNING RESUBMITTAL #3

JOB NO.:	21-0033-00
PA / PM:	BN
DESIGNED:	RA
DATE:	09-05-2022
PLOT DATE:	02/14/24

SHEET
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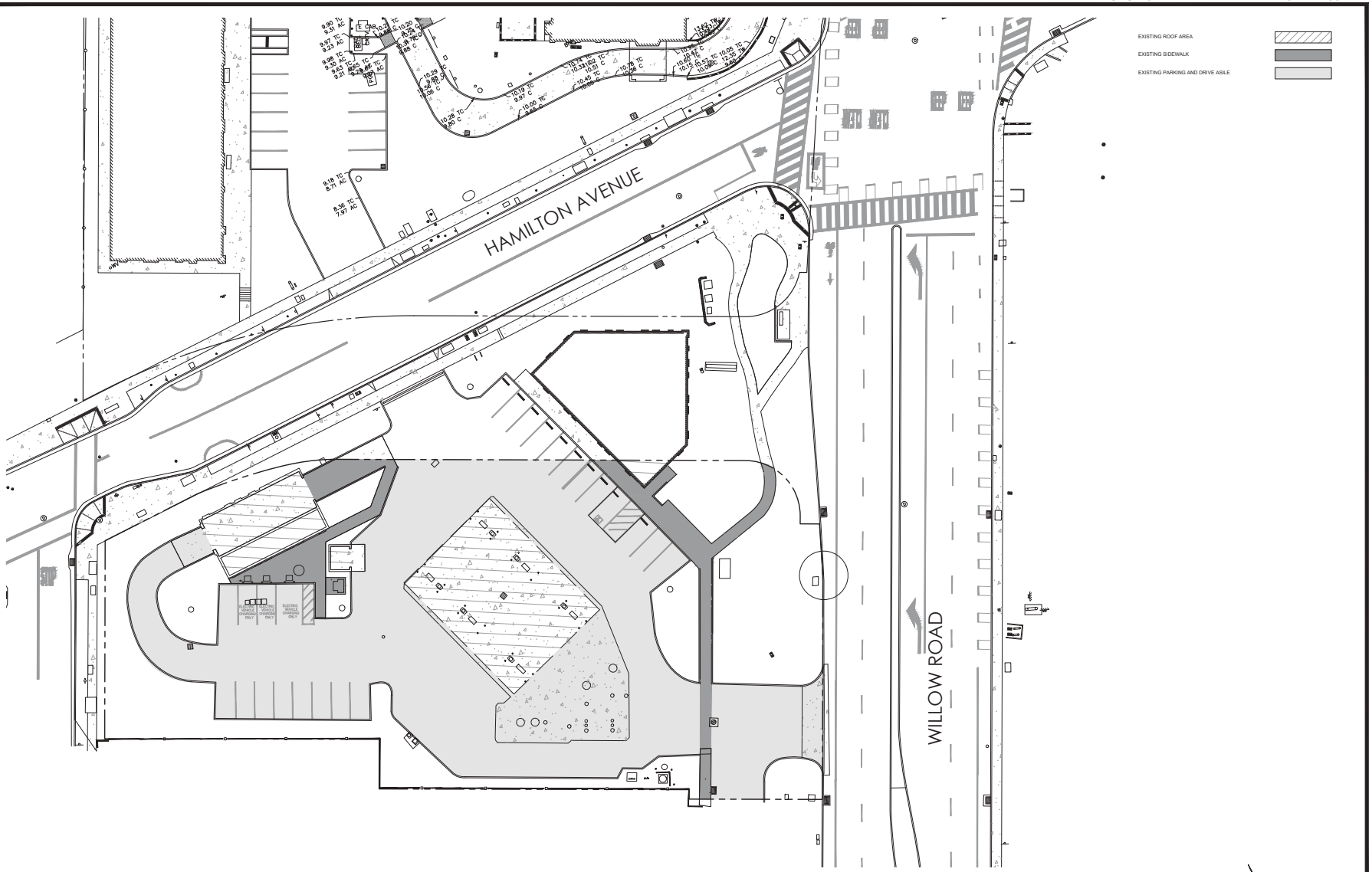

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MENLO PARK, CA 94025

EXISTING PERVIOUS/IMPERVIOUS AREA EXHIBIT

NO	DATE	REMARKS
	09/12/2022	PLANNING SUBMITTAL
	09/30/2023	PLANNING RESUBMITTAL #1
	09/30/2023	PLANNING RESUBMITTAL #2
	01/19/2024	PLANNING RESUBMITTAL #3

JOB NO.:	21-0033-00
PA / PM:	BN
DESIGNED:	RA
DATE:	09-05-2022
PLOT DATE:	02/14/24

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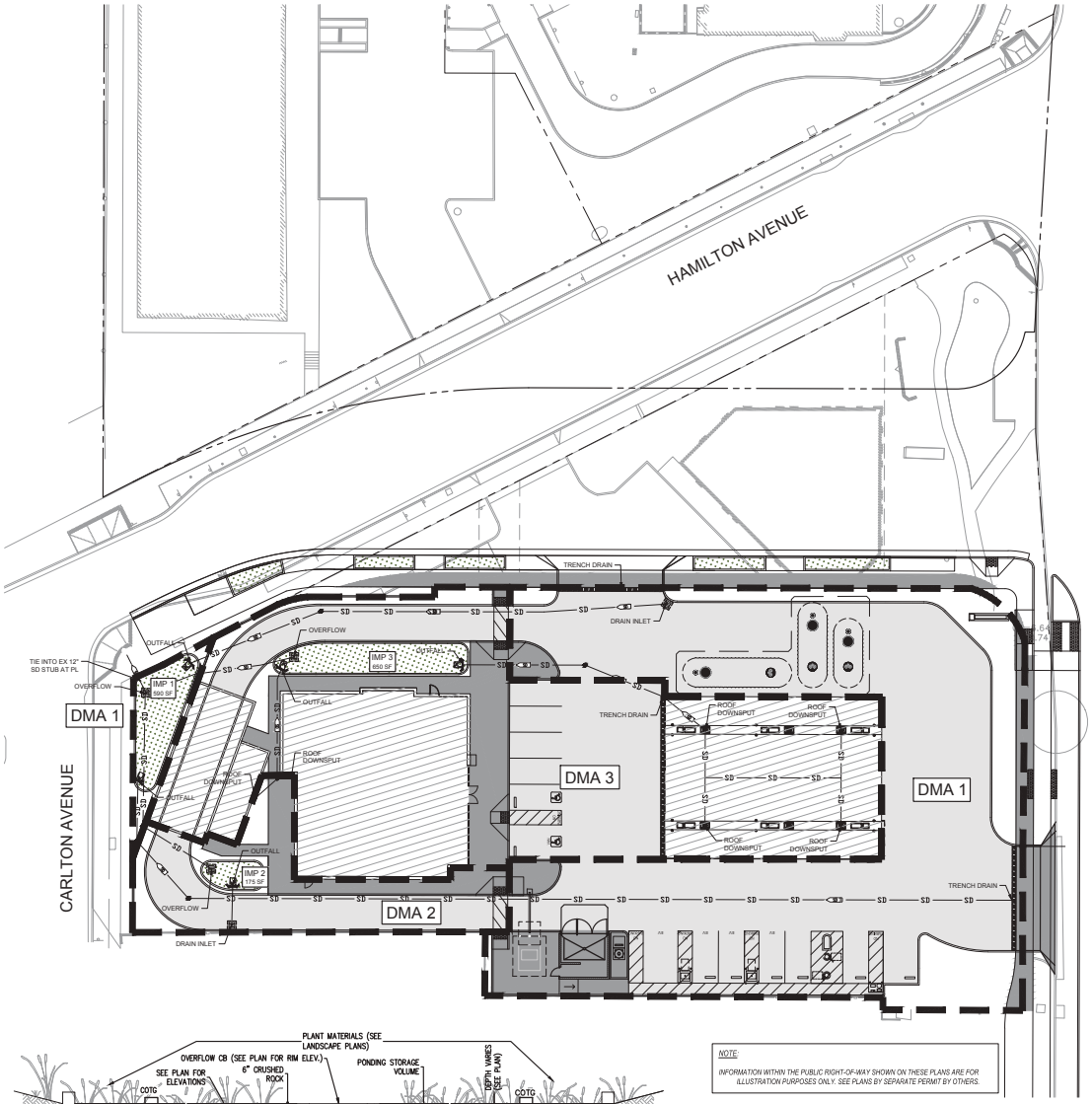
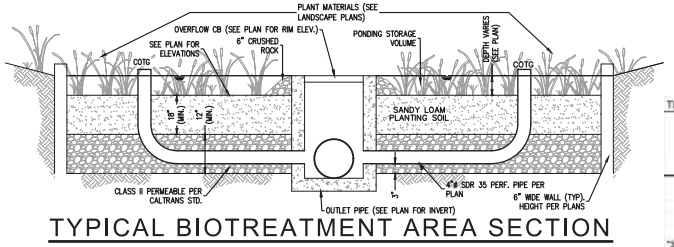


LEGEND

- DMA BOUNDARY
- BIOTREATMENT AREA
- PROPOSED ROOF AREA
- PROPOSED SIDEWALK
- PROPOSED PARKING AND DRIVE ASILE

DRAINAGE NARRATIVE

3 BIORETENTION FACILITIES WERE UTILIZED IN THE DESIGN OF THIS STORMWATER SYSTEM TO ACT AS INTEGRATED MANAGEMENT PRACTICES. THESE BIORETENTION FACILITIES PRIMARILY COLLECT RUNOFF FROM IMPERVIOUS AND PAVEMENT AREAS. WHEN POSSIBLE, THE DESIGN INCORPORATED SHEET FLOW INTO THE BIORETENTION FACILITIES AND OTHERWISE PIPED STORMWATER RUNOFF FROM ROOF AREA USING GUTTERS OR LOW-LYING CATCH BASINS IN ASPHALT AREAS. THE FACILITIES WERE INTEGRATED INTO REQUIRED SITE LANDSCAPING. THEY ARE LEVEL AROUND THE PERIMETER AND DRAINAGE IS CONTROLLED BY GRAVITY FLOW. THE BIORETENTION AREAS ARE INTENDED TO BE HYDRAULICALLY CONNECTED AND WILL USE A CASCADING APPROACH TO OVERFLOW AND OUTFALL INTO ONE ANOTHER. A GOOD MAJORITY OF THE SITE WILL DRAIN TO IMP 1A AND 1B THEN FILL AND OVERFLOW INTO IMP 1C WHERE DRAINAGE FOR THE ENTIRE SITE WILL END UP AND BE CONVEYED TO THE MS4 SYSTEM.



TYPICAL BIOTREATMENT AREA SECTION

NOTE:
INFORMATION WITHIN THE PUBLIC RIGHT-OF-WAY SHOWN ON THESE PLANS ARE FOR ILLUSTRATION PURPOSES ONLY. SEE PLANS BY SEPARATE PERMIT BY OTHERS.

TREATMENT CONTROL MEASURE SUMMARY TABLE

DRAINAGE MANAGEMENT AREAS	TREATMENT CONTROL MEASURES	TCM#	TOTAL (Sq. Ft.)	IMPERVIOUS AREA (Sq. Ft.)	PERVIOUS AREA (Sq. Ft.)	BIORETENTION AREA REQUIRED (Sq. Ft.)	BIORETENTION AREA PROVIDED (Sq. Ft.)	OVERFLOW RISER HEIGHT (IN.)	STORAGE DEPTH REQUIRED (IN.)	STORAGE DEPTH PROVIDED (IN.)
DMA 1	BIO-RETENTION POND*	1	18,710	14,970	3,740	465	590	6	6	6
DMA 2	BIO-RETENTION POND*	2	3,610	2,830	780	88	175	6	6	6
DMA 3	BIO-RETENTION POND*	3	17,435	15,975	1,460	488	650	6	6	6
			39,755	33,775	5,980	1,041	1,415			

*SIZING FOR BIORETENTION AREA REQUIRED CALCULATED USING THE COMBINATION FLOW AND VOLUME METHOD)
** PER CHAPTER 2.3 OF THE C3 STORMWATER HANDBOOK, ROADWAY PROJECTS THAT ADD NEW SIDEWALK ALONG EXISTING ROADWAY ARE EXEMPT FROM PROVISION C.3.C OF THE MUNICIPAL STORMWATER PERMIT

SCALE: 1" = 20'

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FOR AND ON BEHALF OF WARE MALCOMB

Chevron
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1399 WILLOW ROAD
MENLO PARK, CA 94025

PRELIMINARY STORMWATER CONTROL PLAN

NO	DATE	REMARKS
	09/12/2022	PLANNING SUBMITTAL
	09/30/2023	PLANNING RESUBMITTAL #1
	09/30/2024	PLANNING RESUBMITTAL #2
	01/10/2025	PLANNING RESUBMITTAL #3

JOB NO.:	21-0033-00
PA / PM:	BN
DESIGNED:	RA
DATE:	09-05-2022
PLOT DATE:	02/14/24

SHEET C4.1
Sheet of 5

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NOT FOR CONSTRUCTION

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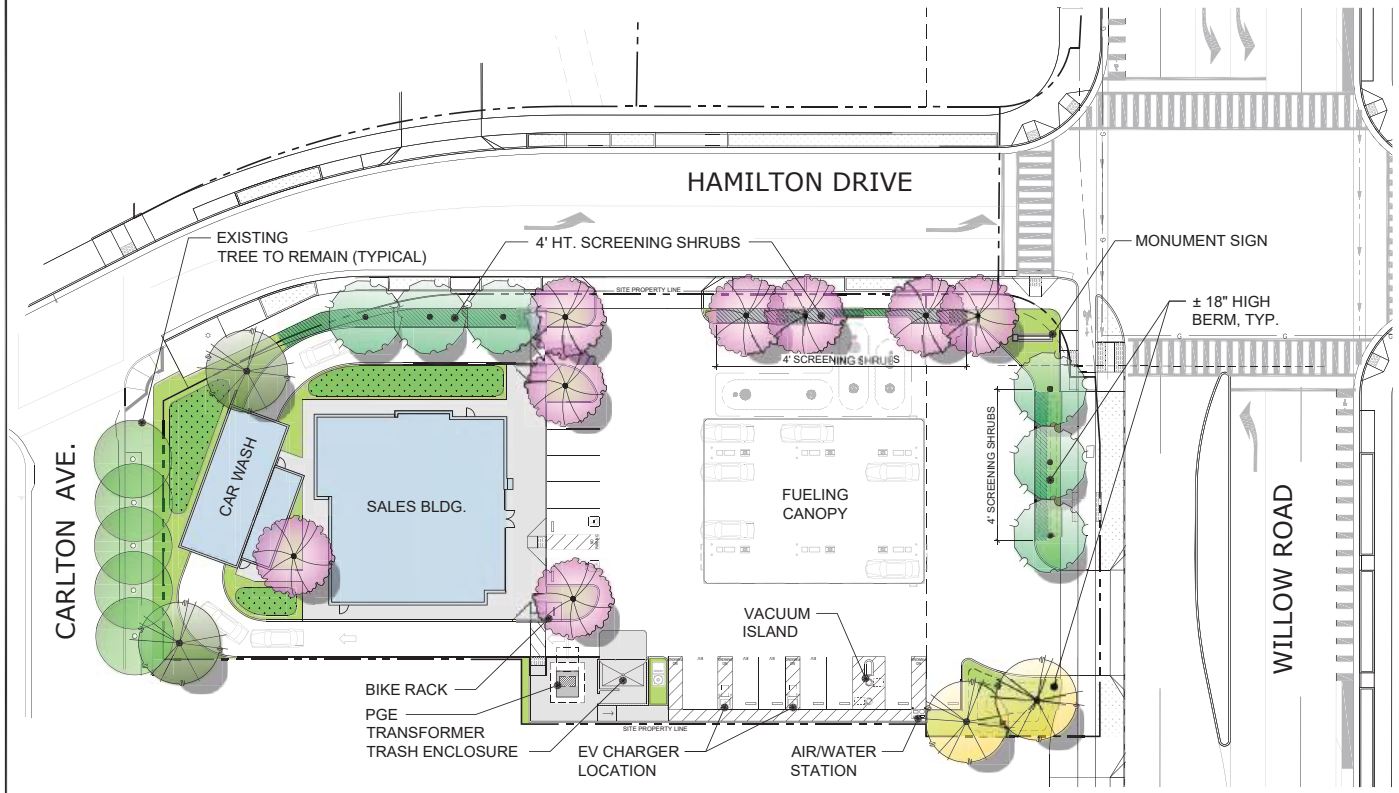

PRELIMINARY PLAN NOTES

PLANTING

1. PLANTING SHALL EMPHASIZE USE OF DROUGHT-TOLERANT, LOW WATER USE SPECIES.
2. A SOIL MANAGEMENT REPORT SHALL BE PREPARED AFTER GRADING OPERATIONS ARE COMPLETE. SOIL AMENDING SHALL BE PER SOILS REPORT RECOMMENDATIONS.
3. LINEAR (PANEL) ROOT BARRIERS SHALL BE INSTALLED FOR ALL TREES LOCATED WITHIN 10' OF PAVING, HARDSCAPE, OR STRUCTURES.
4. ALL PLANTING AREAS SHALL RECEIVE A 3" DEPTH LAYER OF BARK MULCH.
5. TREES SHALL BE PLANTED PER CITY OF MENLO PARK STANDARDS.
6. ALL LANDSCAPE AND IRRIGATION SHALL COMPLY WITH THE MENLO PARK "CHAPTER 12.44 WATER EFFICIENT LANDSCAPING ORDINANCE".

IRRIGATION

7. ALL PLANTS WILL BE GROUPED INTO HYDROZONES. EACH HYDROZONE WILL BE IRRIGATED SEPARATELY BASED ON PLANT WATER REQUIREMENTS.
8. IRRIGATION SYSTEM SHALL BE EQUIPPED WITH THE FOLLOWING DEVICES AND/OR CAPABILITIES
   - DEDICATED WATER METER
   - BACKFLOW PREVENTION DEVICE
   - AUTOMATIC CONTROLLER
   - RAIN SENSOR/RAIN SHUT-OFF DEVICE
   - EVAPOTRANSPIRATION DATA
   - MANUAL SHUT-OFF VALVES
   - PRESSURE REGULATING VALVES
   - FLOW SENSING
   - LOW-FLOW EMISSION DEVICES
9. IF RECYCLED WATER IS AVAILABLE, IRRIGATION SYSTEM SHALL BE DESIGNED TO UTILIZE APPROPRIATE RECYCLED WATER DEVICES, I.E. PURPLE PIPE, PURPLE VALVE BOXES, ETC.
10. THE PROJECT SHALL COMPLY WITH THE MORE RESTRICTIVE OF THE OUTDOOR WATER REDUCTION REQUIREMENTS OF THE CALIFORNIA GREEN BUILDING STANDARDS CODE 4.304 AND THE MENLO PARK WATER EFFICIENT LANDSCAPING ORDINANCE.
11. SEE CIVIL PLANS FOR GRADING AND DRAINAGE INFORMATION.

SIGNAGE

12. MONUMENT SIGNS ARE SHOWN AS A REFERENCE ONLY. MONUMENT SIGNS ARE TO BE REVIEWED UNDER A SEPARATE SIGN PERMIT APPLICATION.

Heritage Tree Notes

1. 11 HERITAGE TREES ARE TO BE REMOVED PER ARBORIST REPORT "HAMILTON PARCELS TREE SURVEY AND VALUATION, AMENDMENT 7" DATED AUGUST 24, 2023, BY SBCA TREE CONSULTING.
2. REPLACEMENT VALUES OF THE HERITAGE TREES TO BE REMOVED AND PROPOSED REPLACEMENT TREES ARE LISTED BELOW:
   - VALUE OF REMOVED HERITAGE TREES (11). $62,100
   - VALUE OF REMOVED STREET TREES (2) $800
   - VALUE OF REPLACEMENT TREES (18-24" BOX). . . $7,200
   - REPLACEMENT IN LIEU FEES. $55,700
3. PROPOSED TREES DESIGNATED FOR HERITAGE TREE REPLACEMENTS ARE INDICATED ON THE PLANT LEGEND.

PLANT LEGEND

SYMBOL	BOTANICAL NAME	COMMON NAME	QTY.	CONTAINER SIZE / SPACING	WATER USE
TREES					
	KOELREUTERIA BIPINNATA (HERITAGE TREE REPLACEMENT)	CHINESE FLAME	8	24" BOX / AS SHOWN	LOW
	LAURUS NOBILIS 'SARATOGA' (HERITAGE TREE REPLACEMENT)	SWEET BAY	6	24" BOX / AS SHOWN	LOW
	TILIA TOMENTOSA (HERITAGE TREE REPLACEMENT)	SILVER LINDEN	2	24" BOX / AS SHOWN	LOW
	ULMUS CARPINFOLIA X PARVIFOLIA 'FRONTIER' (HERITAGE TREE REPLACEMENT)	FRONTIER ELM	2	24" BOX / AS SHOWN	LOW
	EXISTING TREE TO REMAIN				

CON'T. PLANT LEGEND

SYMBOL	BOTANICAL NAME	COMMON NAME	CONTAINER SIZE / SPACING	WATER USE
SHRUBS, GROUNDCOVER & VINE				
	AGAVE 'BLUE GLOW'	BLUE GLOW AGAVE	2 GAL.	LOW
	AGAVE DESMETTIANA 'VARIEGATA'	VARIEGATED SMOOTH AGAVE	5 GAL.	LOW
	ANIFOZANTHOS 'RED'	KANGOROO PAW	5 GAL.	LOW
	CALLISTEMON 'BETTER JOHN'	DWARF CALLISTEMON	5 GAL.	LOW
	DIANELLA 'LITTLE REV'	LITTLE REV FLAX LILY	1 GAL.	LOW
	LANTANA 'NEW GOLD'	NEW GOLD LANTANA	5 GAL.	LOW
	LOROPETALUM CHINENSE	CHINESE FRINGE FLOWER	5 GAL.	LOW
	MYOPORUM PARVIFOLIUM	CREEPING MYOPORUM	5 GAL.	LOW
	NANDINA DOMESTICA	NANDINA	5 GAL.	LOW
	PHORMIUM TENAX	NEW ZEALAND FLAX	5 GAL.	LOW
	PITTOSPORUM TENUIFOLIUM	BLACK-STEM PITTOSPORUM	5 GAL.	LOW
	PITTOSPORUM TOBIRA 'WHEELER'S DWARF'	DWARF MOCK ORANGE	5 GAL.	LOW
	SENECIO MANDRALISCAE	BLUE CHALK STICKS	5 GAL.	LOW
	YUCCA 'GOLDEN SWORD'	GOLDEN SWORD YUCCA	1 GAL.	LOW
BIO-RETENTION				
	CHONDROPETALUM TECTORUM	SMALL CAPE RUSH	1 GAL.	LOW
	JUNCUS PATENS 'ELK BLUE'	ELK BLUE CALIFORNIA GRAY RUSH	1 GAL.	LOW
	MUHLENBERGIA DUBIA	PINE MUHLY	1 GAL.	LOW
	SESLARIA AUTUMNALIS	AUTUMN MOOR GRASS	1 GAL.	LOW
	3-4' TALL SCREENING SHRUBS			

NOTE:
- ALL PLANTING AREAS SHALL RECEIVE A 3" LAYER OF BARK MULCH.
- SEE SHEET L-2 FOR PLANT IMAGES.

NOTE:
PUBLIC IMPROVEMENTS DESIGNED AND CONSTRUCTED BY OTHERS

SCALE: 1" = 20' - 0"
0' 10' 20' 60'

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22-021.01 JANUARY 19, 2024

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CHRISTOPHER A. JOSEPH — JAMES A. WILLIAMS — LANDSCAPE ARCHITECT
Signature
Expiration Date
Date
STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
C-STORE AND CAR WASH
1399 WILLOW ROAD
MENLO PARK, CALIFORNIA 94025

PRELIMINARY LANDSCAPE PLAN

DATE	REMARKS
09/12/2022	PLANNING SUBMITTAL
06/26/2023	PLANNING COMMENTS RESPONSE
08/25/2023	PLANNING RESUBMITTAL #2
01/19/2024	PLANNING RESUBMITTAL #3

PA / PM:	P. KING
DRAWN BY:	NUVIS
JOB NO.:	SNR21-0033-00

SHEET
L-1

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PROPOSED TREES

KOELREUTERIA BIPINNATA
CHINESE FLAME

LAURUS NOBILIS
SWEET BAY

TILIA TOMENTOSA
SILVER LINDEN

ULMUS CARPINFOLIA X PARVIFOLIA 'FRONTIER'
FRONTIER ELM

PROPOSED SHRUBS AND GROUNDCOVER

AGAVE 'BLUE GLOW'
BLUE GLOW AGAVE

AGAVE DESMETTIANA
'VARIEGATA'
VARIEGATED SMOOTH AGAVE

ANIFOZANTHOS 'RED'
KANGOROO PAW

CALLISTEMON 'BETTER JOHN'
DWARF CALLISTEMON

DIANELLA 'LITTLE REV'
LITTLE REV FLAX LILY

FESTUCA MAIREI
ATLAS FESCUE

LANTANA 'NEW GOLD'
NEW GOLD LANTANA

LOROPETALUM CHINENSE
CHINESE FRINGE FLOWER

MYOPORUM PARVIFOLIUM
CREEPING MYOPORUM

NANDINA DOMESTICA
NANDINA

PHORMIUM TENAX
NEW ZEALAND FLAX

PITTOSPORUM 'SILVER SHEEN'
BLACK-STEM PITTOSPORUM

PITTOSPORUM 'WHEELER'S DWARF'
DWARF MOCK ORANGE

SENECIO MANDRALISCAE
BLUE CHALK STICKS

YUCCA 'GOLDEN SWORD'
GOLDEN SWORD YUCCA

BIO-RETENTION

JUNCUS PATENS 'ELK BLUE'
CALIFORNIA GRAY RUSH

MUHLENBERGIA DUBIA
PINE MUHLY

SESLARIA AUTUMNALIS
AUTUMN MOOR GRASS

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JOHN STEPHEN WILLIAMS — LANDSCAPE ARCHITECT — Signature — Expiration Date — Date — STATE OF CALIFORNIA

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FACILITY ID# 20-7718
C-STORE AND CAR WASH
1399 WILLOW ROAD
MENLO PARK, CALIFORNIA 94025

LANDSCAPE PLANT IMAGERY

DATE	REMARKS
09/12/2022	PLANNING SUBMITTAL
06/26/2023	PLANNING COMMENTS RESPONSE
09/07/2023	PLANNING RESUBMITTAL #2
01/19/2024	PLANNING RESUBMITTAL #3

PA / PM:	P. KING
DRAWN BY:	NUVIS
JOB NO.:	SNR21-0033-00

SHEET
L-2

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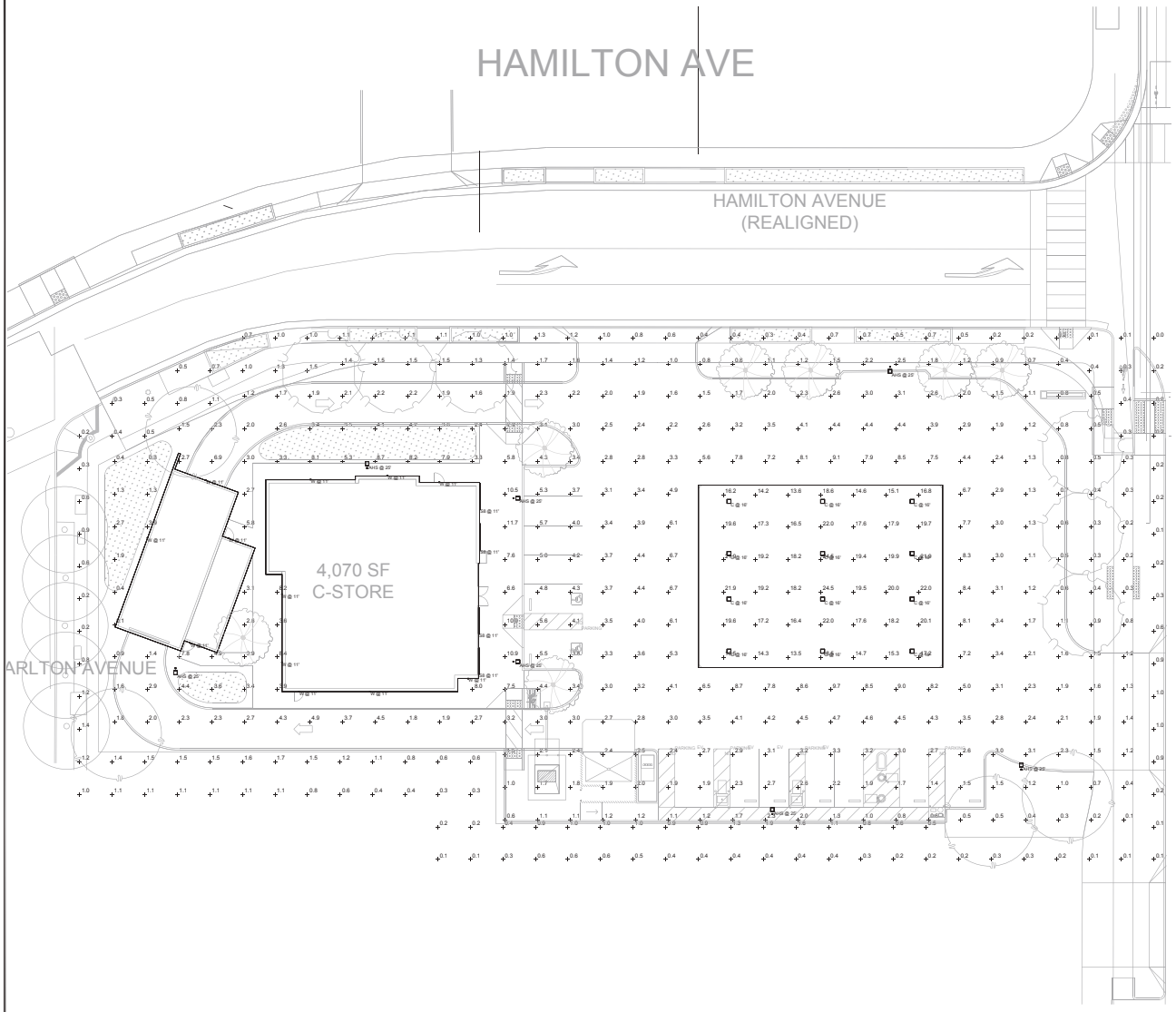


SITE PHOTOMETRIC PLAN | SCALE 1/4"=1'-0" | 1

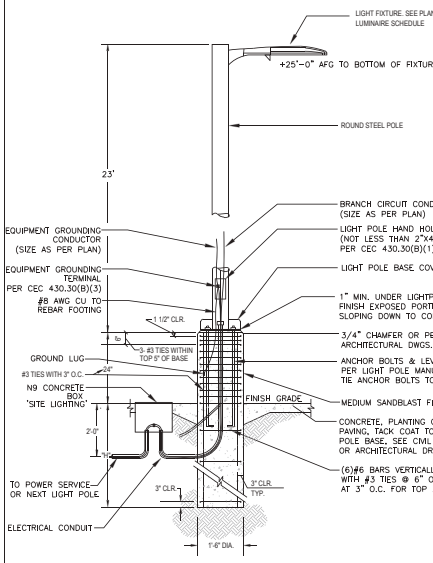
Schedule

Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Number Lamps	Lumens Per Lamp	Light Loss Factor	Wattage
	C	12	LSI INDUSTRIES, INC.	SCV-LED-10L-SC-50	SCV LED 10L 50K CANOPY	1	10315	0.91	67
	AHS	7	Lithonia Lighting	DSXI LED P3 50K T3M MVOLT HS	DSXI LED P3 50K T3M MVOLT with houseside shield	1	10023	0.91	102
	W	12	LSI INDUSTRIES, INC.	WPSLS-02L-50	WPSLS 2000 LUMENS 50K PC120	1	2417	0.91	19.87
	S8	4	LSI INDUSTRIES, INC	SDL8-LED-70L-FL-50	SDL 7000 LUMENS 50K DIFFUSED LENS STRP	1	7529	0.91	52.6

Statistics

Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
CALCULATION ZONE	+	3.1 fc	11.7 fc	0.1 fc	117.0:1	31.0:1
CANOPY ZONE	+	18.4 fc	24.5 fc	13.5 fc	1.8:1	1.4:1
PROPERTY BORDER	+	0.7 fc	1.9 fc	0.0 fc	N/A	N/A

SCHEDULES | SCALE N.T.S. | 2



HEIGHT OF POLE ABOVE BASE	"H" WHERE CONCRETE PAVING OCCURS AT BASE	"H" WHERE A.C. PAVING OR PLANTING OCCURS AT BASE
20' - 24'	3'-0"	4'-0"

POLE DETAIL | SCALE N.T.S. | 3

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MENLO PARK, CALIFORNIA 94025

SITE PHOTOMETRIC PLAN

DATE	REMARKS
05/20/2022	SITE DESIGN REVIEW
07/19/2024	CONDITIONAL USE PERMIT SUBMITAL
	PLANNING RESUBMITAL #3

PA / PM:	GP
DRAWN BY:	KP
JOB NO.:	SNR21-0033-00

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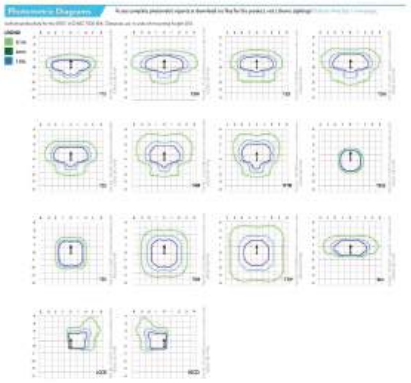

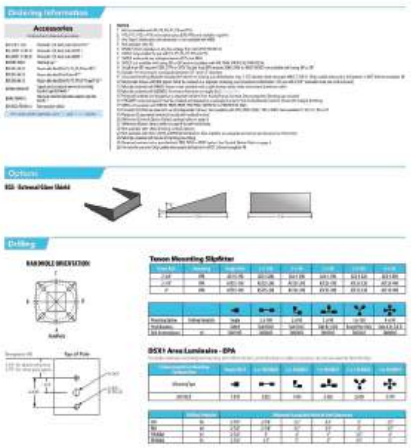

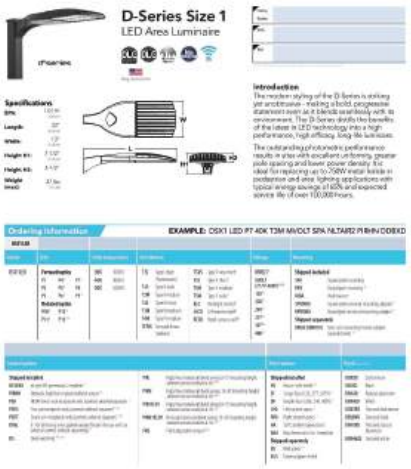

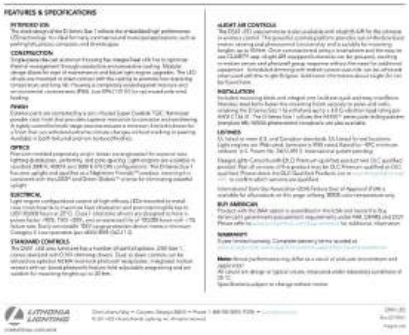

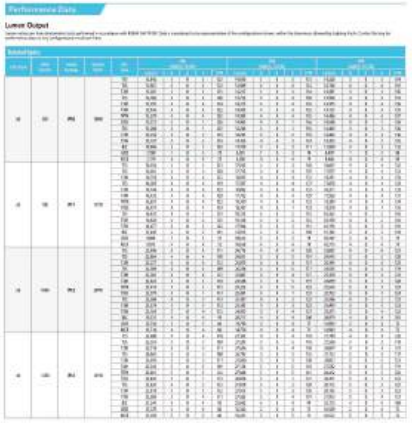

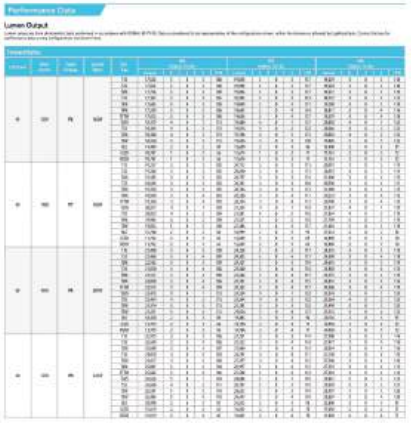

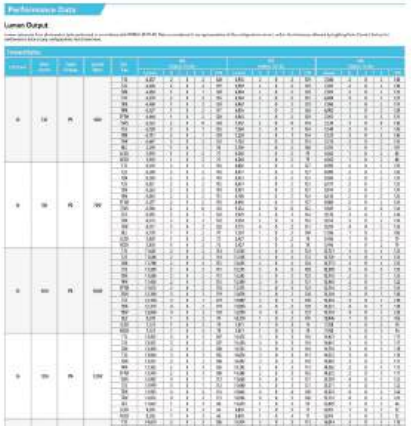

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ELECTRICAL
STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718

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1399 WILLOW ROAD
MENLO PARK, CALIFORNIA 94025

LIGHTING CUT SHEETS PT. 1

DATE	REMARKS
05/20/2022	SITE/DESIGN REVIEW/ CONDITIONAL USE PERMIT SUBMITTAL
01/19/2024	PLANNING RESUBMITTAL #2

PA / PM:	GP
DRAWN BY:	KP
JOB NO.:	SNR21-0033-00

SHEET
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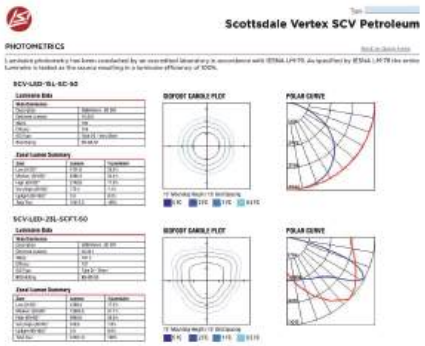

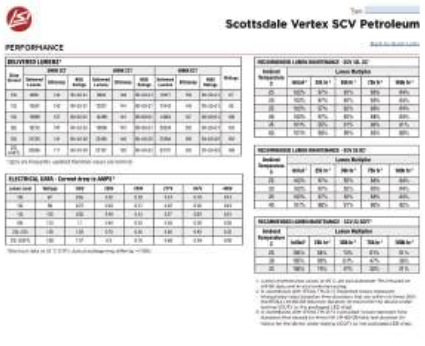

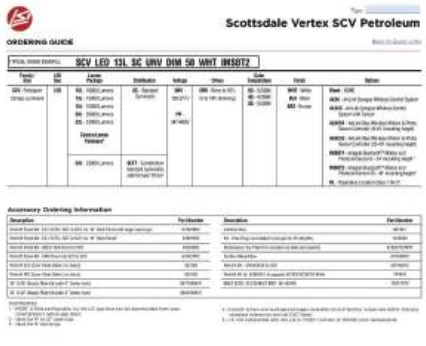

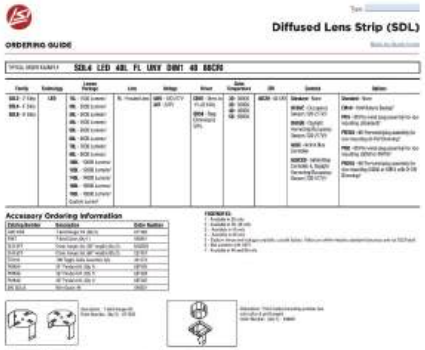

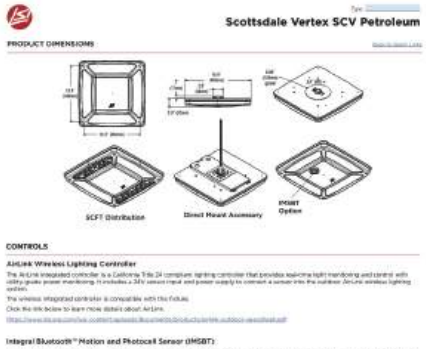

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REGISTERED PROFESSIONAL ENGINEER ALISON LEE No.E015418 Exp. 06/30/25 ELECTRICAL

Chevron FACILITY ID# 20-7718
C-STORE AND CAR WASH
1399 WILLOW ROAD
MENLO PARK, CALIFORNIA 94025

LIGHTING CUT SHEETS PT 2	REMARKS	DATE
	SITE/DESIGN REVIEW/ CONDITIONAL USE PERMIT SUBMITTAL	05/20/2022
	PLANNING RESUBMITTAL #1	01/19/2024

PA / PM:	GP
DRAWN BY:	KP
JOB NO.:	SNR21-0033-00

SHEET
EP1.2

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CAUTION: IF THIS SHEET IS NOT 24"x36" IT IS A REDUCED PRINT

Small LED Slim Wall Pack (WPSLS)

ORDERING GUIDE

PERFORMANCE

PRODUCT DIMENSIONS

PHOTOMETRICS

WPSLS-SL-40

Luminaire Data

Zonal Lumen Summary

LED FOOTCANDLE PLOT

POLAR CURVE

Slim Wall Pack (WPSLS)

Small LED Slim Wall Pack

OVERVIEW

QUICK LINKS

Ordering Guide | Performance | Dimensions | Photometrics

FEATURES & SPECIFICATIONS

Construction

- Rugged Precision Die-cast aluminum housing for durability and consistency.
- Vertical fins serve as a heat sink and assist conservation of dust and debris.
- The Patent Pending thermal stacking heat re-mount technology extracts heat from within the housing inserting it away from LEDs and integral components.
- Luminaire hinges open from the bottom to prevent leakage.
- Luminaire cylinder is metallic-sand and tested to the UL3.
- Fixtures are finished with LG's Durastar polyester powder coat finishing process. The DuraGrip finish withstands extreme weather changes will not crackling or peeling. Other standard LG Finishes available. Consult factory.
- Shipping weight: 18 lbs in carton.

Optical System

- High performance Chip On Board (COB) LEDs, behind clear tempered glass for maximum light output.
- 3,000K / 4,000K / 5,000K color temperatures.
- Minimum CRI of 70.
- Zero Uplight.

Electrical

- High performance driver features over-voltage, under-voltage, short-circuit, and over-temperature protection.
- 0-10 volt dimming (30% - 100%) standard.
- Standard Universal Voltage (120-277 Vac) Input 50/60 Hz.
- L70 Calculated Life: >100k Hours.
- Total harmonic distortion: <20%.
- Power factor: >.95.
- Heat sensor stops constant over 90.
- Driver Off State Power is 0 watts.
- Chip On Board (COB) LEDs with integrated circuit board mounted directly to the housing to maximize heat dissipation and promote long life.
- Components are fully encased in potting material for moisture resistance. Driver complies with FCC standards. Driver and key electronic components can easily be accessed.
- Minimum 10kV surge rating.
- Operating temperature: -40°C to +40°C (-40°F to +122°F).

Controls

- Optional ECH electronic button Photocontrol.
- Apertures for field or factory installed photocontrol.

Installation

- Surface mount direct to J-box or wall.
- Features a bubble level and removable hinged face frame for ease of installation.

Warranty

- LSI LED Fixtures carry a 5-year warranty.
- 1 Year warranty on optional Button Photocell.

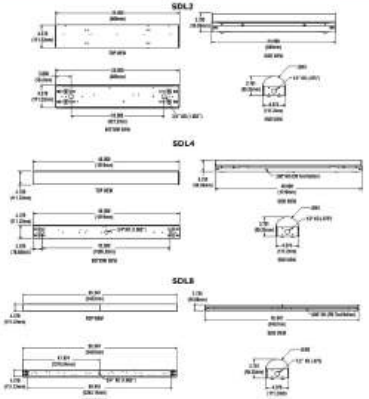
Listings

- Listed to UL 1598 and UL 8750.
- CSA Listed.
- Dark-Sky Compliant.
- Designs lights Consortium® (DLC)-qualified product. Not all versions of this product may be DLC qualified. Please check the DLC Qualified Products List at www.designlights.org/QPL to confirm which versions are qualified.
- Mercury Recovery and Manufacturer Advancing compliant.
- Suitable for Wet Locations.

Specifications and dimensions subject to change without notice.

PRODUCT DIMENSIONS

Diffused Lens Strip (SDL)



PHOTOMETRICS

Diffused Lens Strip (SDL)

SDL2 20L 40

SDL4 40L 40

SDL8 80L 40

LUMINAIRE DATA

Zonal Lumen Summary

POLAR CURVE

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REGISTERED PROFESSIONAL ENGINEER
WILSON LEE HUNTER
No.E015418
Exp. 06/30/25
ELECTRICAL
STATE OF CALIFORNIA

Chevron 20-7718 FACILITY ID#

C-STORE AND CAR WASH
1399 WILLOW ROAD
MENLO PARK, CALIFORNIA 94025

LIGHTING CUT SHEETS PT.3

DATE	REMARKS
05/20/2022	SITE/DESIGN REVIEW/ CONDITIONAL USE PERMIT SUBMITTAL
01/19/2024	PLANNING RESUBMITTAL #1

PA / PM:	GP
DRAWN BY:	KP
JOB NO.:	SNR21-0033-00

SHEET
EP1.3

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ARCHITECTURE
PLANNING
INTERIORS

CIVIL ENGINEERING
BRANDING
BUILDING MEASUREMENT

Chevron KDR (Knock Down Re-Build)

1399 Willow Road, Menlo Park, CA 94025

Project Description:

Existing Chevron site to be demolished to realign Hamilton Avenue as part of the larger Willow Village project.

Existing Chevron Fuel Canopy, C-Store (±3,238 SF) and Car Wash sits on the corner of Willow Road and Hamilton Avenue on 1.32 Acre site. The entire site is to be demolished, including the existing fuel system and tanks. Environmental items associated with this work to be completed under a separate permit.

New Chevron Fuel Canopy, C-Store (±4,070SF, an increase of ±832 SF) and Car Wash to sit on a new .96 Acre site on the corner of the newly realigned Hamilton Avenue and Willow Road. Per earlier discussions with Kyle Peralta on this area within Menlo Park's city limits, no general parking criteria has been established. The primary use for this site will not change.

Chevron Stations Inc. is applying for a CONDITIONAL USE PERMIT for 24-hour operation and Off-Site sale of Beer and Wine (License 20) in addition to the demolition and reconstruction of the C-Store, Fuel Canopy, and Car Wash.

Within the store, there is a 253 SF Walk-In-Cooler that will display beer and wine for off-site consumption. This constitutes 6% of the floor space of the sales area of the store. The station will be open 24 hours a day, 7 days a week. Rules for night drawer are for use from 10pm to 6am with no liquor sales permitted and fuel sales remaining 24/7. While the night drawer is in operation, an attendant will remain on site at all times. Beer and wine sales would be restricted to the hours between 6:00am-2:00am in accordance with state requirements.

For the above listed Mitigation Management and Store Operations Plans, please see attached Site Operating Procedure document attached to this letter.

In effort to generally comply with the Willow Road Design Guidelines, the project has incorporated the following:

- Site Plan:
  - Due to the grades at the existing Willow Road and Hamilton Ave, the C-Store and Car Wash building needs to be positioned near the back of the site to meet the BFE of 12.0. There is also an existing 59'-0" easement along Willow Road.
  - The C-Store Building faces Willow Road.
  - The parking stalls are at the sides of the lot and at the front of the C-Store Bldg.
- Parking & Access:
  - There are continuous sidewalks along Willow Road, Hamilton Avenue and Carlton Avenue.
  - We have provided a direct pedestrian route from Hamilton Avenue to the C-Store Bldg.
  - There are crosswalks provided at the intersection.
  - Traffic flow is intended to be right turn in from Willow and Hamilton, as well as fuel tanker path is intended to right turn into site from Willow Avenue and right turn onto Willow Avenue to leave site.
  - Bicycle Parking has been provided near the entry to the C-Store Bldg.

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ARCHITECTURE | CIVIL ENGINEERING
PLANNING | BRANDING
INTERIORS | BUILDING MEASUREMENT

- Services:
  - Trash bins are intended to be completely enclosed behind walls with a roof.
  - Transformer has been positioned behind trash enclosure structure.
  - C-Store electrical equipment has been positioned at the rear of the C-store Bldg.
  - Lighting has been designed to minimize glare into the adjacent residential areas.
- Drive-Through:
  - The Car Wash drive-through has ample stacking and is positioned near the rear of the site.
- Landscape:
  - There are numerous planting areas throughout the site, refer to landscape plans for extent.
  - There are no cars directly parked against Willow Road or Hamilton Ave.
  - There is an existing screen wall along the residential side of the lot.
- Architectural Design & Materials:
  - We have created a consistent, modern look to the C-Store and Car Wash Bldg with varying roof heights and angles.
  - Each of these building complement each other and share similar materials.
  - There is ample glass added along the front of the building.
  - Roof top units are completely screened from the ground and surrounding sites.
  - Trash enclosure will incorporate the C-store bldg. elements.
- Signs:
  - Monument/pricing sign is located at the intersection of Willow Road and Hamilton Ave.
  - No Pole mounted signs are being proposed.
  - Signage proposed is consistent with the guidelines and will be submitted under a separate permit package under the Building Permit phase.

We look forward to working with the city on this project.

Thank you

Phillip King
Senior Project Manager
pking@waremalcomb.com
D 925.368.1324 P 925.244.9620 x1420

WARE MALCOMB

Site Operating Procedure

chevron stations inc.

Mitigation Management & Operations Plan

Operational Excellence

Chevron Stations Inc. (CSI) operates over 300 company-owned stations in California, Oregon and Washington. A wholly owned subsidiary of Chevron U.S.A. Inc., CSI is committed to being a Responsible Retailer in accordance with all relevant laws. We seek to earn the trust of our customers and the communities in which we operate not only with the quality of our products, but also with the way we conduct our business. We care about protecting our customers and employees and ensuring our retail operation reflects our commitment. This site operating procedure supports that commitment.

Standard

This Mitigation Management & Operations Plan has been specifically developed for Chevron ExtraMile 207718, a company-owned-and-operated service station and convenience store to comply with the City of Menlo Park requirements and mitigate the impacts of expanding the operations to 24 hours. This plan outlines specific operating procedures for this location.

How

CSI is a multi-state-wide retailer with an impeccable record of being responsible. Through its various training programs, weekly communications, compliance checks, and regular oversight, CSI makes clear to its store personnel that compliance with state and local requirements is critical and encourages its store personnel to exercise Stop Work Authority for any practice that does not comply or presents a hazard to employees or customers. Store personnel include the Station Manager, Assistant Station Manager, and Customer Service Representatives. This commitment to compliance and the protection of our employees and customers will ensure that this proposed expansion will not adversely affect the economic welfare of the surrounding community. We encourage the City of Menlo Park to approve CSI's application since the expansion and related offerings will provide more convenience and options for the City of Menlo Park residents of the surrounding neighborhood.

Project Description:

CSI is applying for a ***CONDITIONAL USE PERMIT*** for 24-hour operation and ***Off-Site sale of Beer and Wine (License 20)*** and proposes ***a new 4,452 square foot, Convenience Store that is replacing an existing 3,238 square foot, Convenience Store***.

Within the store, there is a ***253*** SF Walk-In-Cooler that will display beer and wine for off-site consumption. This constitutes ***6%*** of the floor space of the sales area of the store. The station will be open 24 hours a day, 7 days a week. Rules for night drawer are for use from 10pm to 6am with no liquor sales permitted and fuel sales remaining 24/7. While the night drawer is in operation, an attendant will remain on site at all times. Beer and wine sales would be restricted to the hours between 6:00am-2:00am in accordance with state requirements.

Alcohol Beverage Control (ABC) / Tobacco Compliance:

CSI provides its station personnel rigorous training on age-restricted-product sales. This training requires strict adherence to state and local requirements and emphasizes the importance of preventing youth access to the products. All new hires are required to attend new hire onboarding and all existing personnel are required to attend annual recertification training for age-restricted products. This includes Station Managers, Assistant Station Managers, and Customer Service Representatives (CSRs).

CSI uses an independent mystery-shopper program for age-restricted products to monitor its compliance. Any employee, including the station manager, who fails this program will receive remedial training and any employee who actually sells an age-restricted product to someone under the legal age will generally be terminated.

CSI age-restricted-products policy:

To prevent the sale of beer and wine, tobacco products, including electronic cigarettes and vaping products, lottery, and any other age-restricted products to those under the legal age, CSI's policy is to require a valid form of identification from any customer who appears to be under the age of 30.

Our "**ID Under 30**" policy provides a clear, consistent rule for all store personnel that, when followed, will avoid underage sales — and the related legal and safety risks for the customer, employee and CSI.

Type of IDs:

All stations have an I.D. Checking Guide near the register area for reference that includes the following:

Valid forms of identification:

- A U.S. state or U.S. territory driver's license
- A U.S. state or U.S. territory identification card
- A U.S. military identification card
- A passport booklet or card, domestic or foreign
- A Canadian Driver's License or Identification Card

Must include all the following attributes:

- A photo matching the individual
- The birth date of the individual
- An expiration date in the future
- Issued by a state or federal agency or government
- A description matching the individual
- No signs of tampering

Mandatory Training:

CSI only hires those who are over the age of 18 for its station personnel. All newly hired employees complete our new hire orientation. CSR Onboarding is a digital training module that provides the age-restricted-product-related portions during weeks two and three of employment. Employees who have worked with CSI for over one-year complete refresher training annually. Digital training is housed in our Learning Management System called Chevron Academy and delivered on-site via designated iPad.

CSR Onboarding Module ⟶ Week 2: Register Operations video ⟶ Week 2 Assessment

RETAIL EXCELLENCE

Register Operations

Gain confidence in handling the sale of age-restricted products by learning about the laws regulating products such as alcohol and tobacco.

30/07/2020 5 Online Course

CSR Onboarding Module ⟶ Week 3: Register Booster video ⟶ Week 3 Assessment

RETAIL EXCELLENCE

Register Booster

Find out what you remember about the laws and regulations surrounding the sale of age-restricted products.

4/08/2020 5 Online Course

Age-Restricted Products video is an additional tool to help train station personnel:

https://vimeo.com/449706361/bad08889d1

Resources ⟶ Age Restricted Products video

Topics Covered:

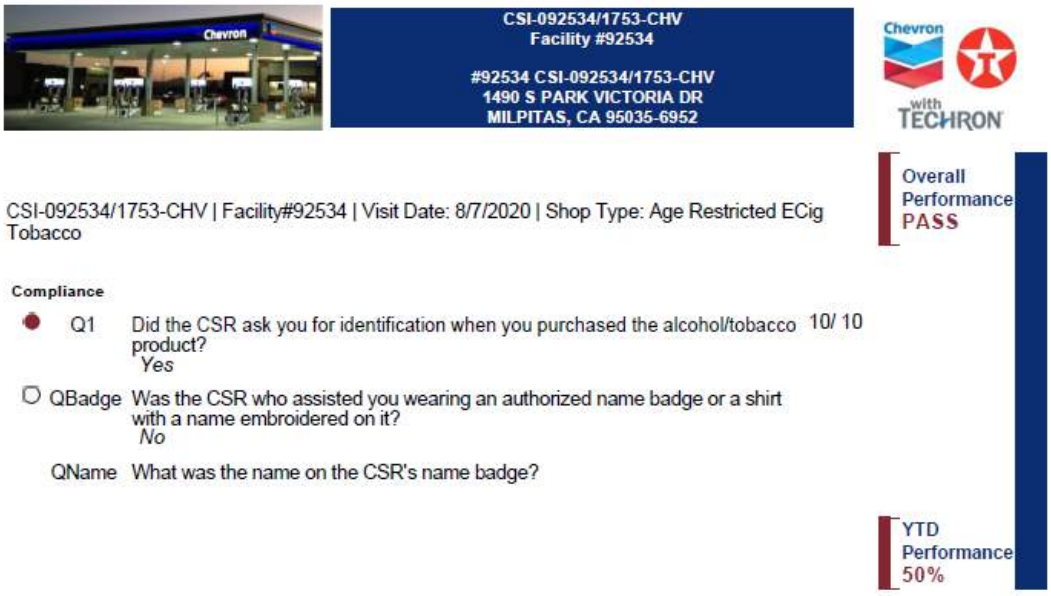
- Types of identification accepted
- Minimum ages required to purchase age-restricted products
- Types of products considered age-restricted products
- Internal mystery shops conducted by IPSOS (formerly MaritzCX)
- External evaluations conducted by the relevant authorities
- WeCard signage (Stickers, Calendar, and ID Checking Guide)
- EPOS age-verification identification-scanning software (Gilbarco)
- How to handle intoxicated customers, minors or adults on behalf of minors
- Remedial training for failed mystery shops (printable document moving to digital in 2021)
- Goal of being a responsible retailer within the community

Additionally, we provide stations Standard Operating Procedures inclusive of:

- Age Restricted Sales: Alcohol
- Age Restricted Sales: Tobacco/DXM
- Age Restricted Sales: Lottery

We continue to monitor the effectiveness of our training program through unannounced mystery shops conducted by a third-party vendor on our behalf and conduct remedial training with any failures to comply. These mystery shops are conducted once every three months for a total of four per station per year.

Example of mystery-shop evaluation:



Staffing:

This Chevron-branded company-owned-and-operated station will maintain three 8-hour shifts per 24 hours schedule. Each shift will have two to three full-time employees per shift including the Station Manager or the Assistant Station Manager.

Person Responsible:

Station personnel operate the station in accordance with CSI policies and procedures. These include the Station Manager, Assistant Manager and Customer Service Representatives (Cashiers). A Chevron Business Consultant oversees the operations with several other stations in the region. The Business Consultant reports to a District Manager who in turn reports to Chevron's General Manager for its company-owned-and-operated stations.

Trash and Graffiti Removal

All trash accumulating on the property and landscape areas will be removed promptly. To prevent littering and graffiti, CSI ensures that all inside and outside lights are operational. CSI has implemented a *Steps to Sundown* daily checklist that is completed prior to sunset to help promote safety and convenience at its stations.

As part of its daily operating protocols, its station personnel check the lot for trash and other cleaning every two hours and more often as needed. This includes up to 300 feet along public streets from the site. For any graffiti, they attempt to remove it with approved cleaners and call maintenance if they are not able to do so. Graffiti will be removed from any wall, fence, building, structure, window, equipment, or other location within 48 hours.

Security:

CSI maintains a robust security program. In coordination with Chevron Global Security, CSI develops a fit-for-purpose plan for each of its stations. If approved, the plan for this Menlo Park station will be updated to include the new convenience store and related operations.

In addition, Chevron Global Security Advisors work closely with local law enforcement on security matters to help control crime and other security challenges. These relationships have been proven to be effective and valued.

The store's proposed design is aligned with the Crime Prevention Through Environmental Design (CPTED). CSI will operate the station with personnel at all times and keep the restroom facilities open to the public. Direct visual surveillance by the cashier to the restroom alcove is provided as well as security cameras.

The store will be equipped with a minimum of 6 color cameras that are always operational. The system can archive a minimum of 30 days of stored video coverage, which is an industry standard. The station cameras are strategically positioned to capture activity at the critical areas of the store, including the coolers. CCTV maintenance issues are handled with high priority.

Retail Outlet Security Reviews:

Chevron Global Security Advisors conduct Retail Outlet Security Reviews of all COCOs. These reviews include an assessment of interior and exterior security features. The security advisors also perform compliance checks to confirm that the station personnel is following the security policies. CSI determines the frequency of these reviews by the crime index ratings for the areas in which the stations are located.

The following is a list of recommended security equipment, policies and procedures that are evaluated:

Exterior Features:

- Exterior Lighting: Sufficient and functioning
- Exterior Landscaping affecting lighting, visibility, and customer access
- Vagrant and Homeless issues and concerns addressed
- Graffiti present on gas pumps, walls, buildings, enclosures, monuments, and signs
- Proper signage
- Fence, wall, and perimeter conditions
- Adjoining property conditions of note
- Security seals on pumps

Interior Systems:

- Transaction drawer w/intercom
- Time delay cash controller
- Automatic bill acceptor
- Pump island intercom system
- Front door locks functional
- Remote lock on front door(s) with controls at cashier area
- "Vacant and Occupied" dead bolt lock on single restrooms
- Interior employee access to restroom
- Lock and security door viewer on the office door
- Locks on alcohol beverage cooler doors
- Robbery deterrence kit and decals
- Shoplifting mirrors
- Window visibility
- All station keys accounted for
- Bullet resistant interior enclosure
- Adequate interior lighting

Policies & Procedures:

- Knowledge of and following cash policies
- Knowledge of robbery procedures
- Knowledge of alcohol sales policies; signs & license posted
- Knowledge of cigarette sales policies; signs & license posted
- Emergency information available and up to date
- Site specific security requirements from CSI and Chevron Global Security
- Site specific security requirements from government

Navco video system (CCTV):

- One camera per register focusing on customer and counter
- Camera for each customer entry and exit
- Camera focused on the cashier area, capturing customer, employee, and cash safe
- Cameras are focused and properly adjusted
- DVR in locked cabinet
- Color monitor located in the office
- System date and time stamps are kept current
- Ability to export video
- Station manager is trained and knowledgeable on video system

Lighting & Windows:

The station has been designed with the necessary lighting, inside and out, to keep the station well-lit for the protection and convenience of customers and employees. Station personnel will check for any inadequate or missing lighting and notify maintenance if they're not able to change themselves. The store is designed with full height glass windows to provide clear and unobstructed views from inside and out. All signage affixed to the windows will not obstruct these views.

Loitering & Panhandling:

CSI does not tolerate loitering and panhandling and maintains a zero-tolerance policy. No loitering signs will be posted in conspicuous places containing wording (Spanish and English) that aligns with state and local law. Station personnel will notify local law enforcement of any challenges with loitering and panhandling.

In addition, CSI will not allow the consumption or opening of alcoholic beverages at the station. Signs specifically prohibiting this activity will be placed on site and station personnel will be trained and directed to address individuals attempting to or consuming alcohol on store property. If safe to do so, station personnel will instruct the person(s) to cease and desist consuming the alcoholic beverage and ask the person to leave the premises. If the person does not comply or the station personnel feels unsafe, the personnel will notify local law enforcement to assist.

In-Store Customer Service:

- Station personnel will be well-presented in uniform with a name badge that is visible and readable
- When a customer enters the store, greet them politely and with enthusiasm
- If a customer is lingering, offer assistance
- When a customer approaches the register, greet them politely and with enthusiasm
- Make eye contact and smile
- Suggest additional sales, promotional items or an item associated with a customer's primary purchase. Refer to the Suggestive Sales SOP for examples
- Confirm the total amount, receive payment
- If the customer pays cash, check:
    - The amount of cash received
    - The amount of change due, count back the change to customer
- Thank the customer for their purchase/visit. Offer a friendly parting remark.

12 January 2024

Phillip King
Ware Malcomb
4683 Chabot Drive, Suite 300
Pleasanton, CA 94588
pking@waremalcomb.com

Subject: 1399 Willow Road, Menlo Park, CA –
Car Wash Noise Analysis
Salter Project 23-0442

Dear Phillip:

This letter summarizes the results of our car wash noise analysis at the Chevron station located at 1399 Willow Road in Menlo Park, California. We understand you plan to move an existing car wash closer to residences, and the City is requiring a noise analysis. In summary, our study finds that it is feasible to reduce estimated car wash noise levels to the City's daytime noise limits at the nearby residential property lines, provided the following are implemented:

- An entry door that provides minimum 20 dBA of noise reduction
- A barrier/wall extending at least 5-feet past the wash exit to reduce dryer noise
- Wash tunnel roof construction with minimum 4 psf surface density
- Off-board pumping station equipment room door, walls, and roof construction as described in this letter

CRITERIA

Section 8.06 of the Menlo Park Municipal Code limits noise at residential property lines to 60 dBA during the daytime (7 am to 10 pm) and 50 dBA during the nighttime (10 pm to 7 am). We have assumed the car wash will only operate during the daytime, and therefore the project criteria will be 60 dBA at residential property lines.

The nearest residential property lines are as follows (see Figure 1, attached for an aerial view):

- 1396 Carlton Avenue – Approximately 30-feet from planned car wash entrance
- 828 Hamilton Avenue – Approximately 70-feet from planned car wash entrance
- 1394 Carlton Avenue – Approximately 105-feet from planned car wash entrance

- 1383 Carlton Avenue – Approximately 125-feet from planned car wash entrance
- 777 Hamilton Avenue – Approximately 150-feet from planned car wash exit

CAR WASH EQUIPMENT

We have based our analysis on the site plan dated 11 December 2023, manufacturer's published data of the planned car wash equipment, and dryer noise measured on 14 December 2023 at the Ducky's Express Car Wash at 410 Hickey Boulevard in Daly City. We understand the same dryers at 410 Hickey Boulevard are planned at the 1399 Willow Road car wash. In addition, we used noise levels measured by Salter at the existing on-site car wash at 1399 Willow Road on 24 October 2023, as well as other similar car washes to estimate noise levels at different angles from the car wash drive aisle centerline. We understand that equipment will be as follows:

- 9x 15 HP dryers with manufacturer's attenuating baffle at 50 Hz operation (same model and operation as 410 Hickey Boulevard car wash) – 90 dBA at 20-feet from exit and 78 dBA at 35-feet from the entrance as measured on 14 December 2023
- Choicewash XT car wash – 62 dBA at 30-feet from bay per manufacturer
- Mark VII 20 HP off-board pumping station – 97 dBA inside equipment room and 62 dBA at 40-feet from equipment room per manufacturer

Based on measured and manufacturer's data, the loudest expected noises from car wash operation are from the exit dryers.

ANALYSIS AND RECOMMENDATION

Table 1 below summarizes estimated noise levels at the nearest residential property lines from the future car wash without the addition of entry/exit doors or barriers. Note that the levels in Table 1 would occur during the loudest parts of the dryer cycle[1].

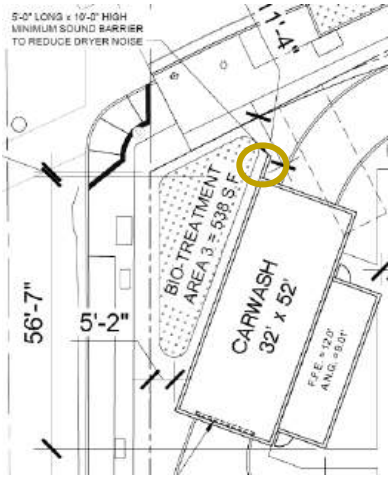
Table 1: Estimated Car Wash Noise Levels at Residential Property Lines (without Additional Mitigation)

Property Line	Estimated Level
1396 Carlton Avenue	80 dBA
828 Hamilton Avenue	67 dBA
1394 Carlton Avenue	71 dBA
1383 Carlton Avenue	70 dBA
777 Hamilton Avenue	69 dBA

[1] Average noise levels (Leq) from the full wash/dry cycle would be a lower value

As shown in Table 1, additional noise mitigation will be needed to reduce estimated noise levels from the car wash system to the City's 60 dBA daytime noise criteria. The recommended mitigation is as follows:

- Entry door (closed during washing/drying) selected for a transmission loss of at least 20 dBA. We recommend selecting a product with minimum STC 30 and confirming with the manufacturer that it can provide the necessary transmission loss once installed
- Construct a minimum 10-foot tall barrier[2] at the wash exit to reduce dryer noise. The barrier should be located on the left (Carlton Avenue) side of the exit and extend at least 5-feet past the exit. Note that this barrier is already incorporated into the 11 December 2023 site plan, as circled in the image below:



- Construct the wash tunnel roof to be solid with no cracks or gaps and minimum 4 psf surface density
- Construct the equipment room housing the off-board pumping station to have the following properties:
    - Roof construction to include a minimum of 2 layers of ½-inch dens deck and rigid insulation over metal deck
    - Exterior wall construction to be either:
        - CMU
        - 3-coat stucco over plywood, batt insulation in the stud cavity and 1 layer of gypsum board
    - Door to be insulated metal door with perimeter gasketing as follows:
        - Solid threshold and door shoe equivalent to Pemko 14/1A and Pemko 234AV
        - Double head and jamb gaskets equivalent to Pemko S88 plus Pemko 315CR

* * *

[2] Effective noise barriers should have no cracks or gaps and be of minimum 3 psf surface density

This concludes our car wash noise analysis for the Chevron station located at 1399 Willow Road in Menlo Park. We look forward to discussing our findings with you.

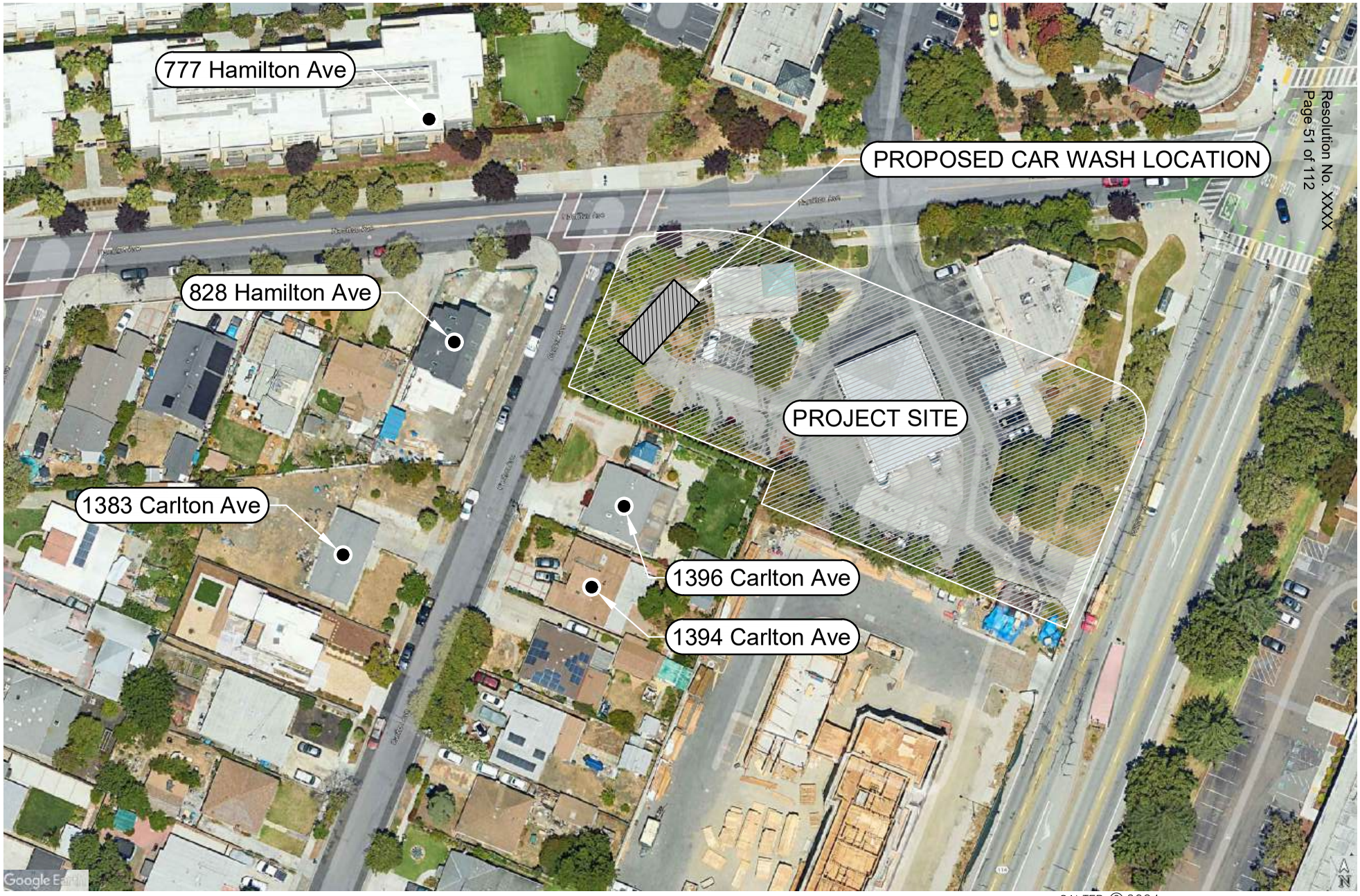
Best,

SALTER

Greg Enenstein
Associate

Alex Salter, PE
Vice President

Enclosure



SALTER © 2024
FOR ACOUSTICAL DESIGN INFORMATION ONLY

1399 WILLOW ROAD
PROPOSED CAR WASH LOCATION
AND NEAREST RESIDENCES

FIGURE 1

Salter #	GRE/AKS
23-0442	01.12.24

LOCATION: 1399 Willow Road	**PROJECT NUMBER:** PLN2022-00054	**APPLICANT:** Phillip King	**OWNER:** Chevron Inc.

PROJECT CONDITIONS:

1. The use permit and architectural control permit shall be subject to the following ***standard conditions***:

    a. Development of the project shall be substantially in conformance with the plans prepared by Ware Malcomb, consisting of 29 plan sheets, dated received April 11, 2024 and approved by the City Council on August 27, 2024, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

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

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

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

    e. Simultaneous with the submittal of a complete building permit application, if applicable, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.

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

    g. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application.

    h. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist reports prepared by SBCA Tree Consulting, dated received January 23, 2024.

    i. 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.

    j. 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

LOCATION: 1399 Willow Road	**PROJECT NUMBER:** PLN2022-00054	**APPLICANT:** Phillip King	**OWNER:** Chevron Inc.

PROJECT CONDITIONS:

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 use permit and architectural control permit shall be subject to the following ***project-specific*** conditions:

   a. The applicant shall be required to apply for a building permit within two years from the date of approval (by August 27, 2026) for the use permit to remain in effect. The approval shall not be eligible for an administrative one-year extension of approval.

   b. Simultaneous with submittal of a complete building permit application, the Applicant shall demonstrate compliance with mitigation measures included in the Willow Village Master Plan Project EIR MMRP that are applicable to the project, subject to review and approval by the Community Development Department and the applicable divisions within the City. Compliance documentation may be deferred, at the discretion of the Planning Division, based on the timing identified in the MMRP.

   c. Simultaneous with submittal of a complete building permit application, the Applicant shall demonstrate compliance with the measures included in the carwash noise assessment prepared by Salter, Inc., dated received January 23, 2024 (Planning Commission Resolution No. ___, Exhibit C), subject to review and approval by the Planning Division and Building Division.

   d. Prior to final inspection, the Applicant shall pay an in-lieu fee of $60,100 to account for the remaining value of the removed heritage trees that could not be replaced on-site. Prior to removal of heritage trees, the applicant shall submit an updated arborist report indicating the value of the heritage trees at the time of removal. If the value of the trees has increased, the amount of the in-lieu fee shall be adjusted, or the heritage tree replacements updated as necessary, to account for the increased value of the trees at the time of removal, subject to review and approval of the Planning Division and City Arborist.

   e. The Applicant shall not be permitted to sell alcohol (associated with a Type 20 ABC license) in the existing convenience store. Sale of alcohol may commence following granting of first occupancy of the reconstructed convenience store.

   f. Hours of operation of the convenience store shall be limited to 6 a.m. to 10 p.m. with the exception of limited service and retail items permitted to be sold through the night drawer between the hours of 10 p.m. and 6 a.m. Sale of alcohol through the night drawer shall be prohibited.

   g. Hours of operation of the carwash shall be limited to 8 a.m. to 6 p.m.

   h. Prior to demolition of the underground storage tanks (USTs), the applicants shall comply with all Menlo Park Fire Protection District, San Mateo County Health Department, and Bay Area Air Quality Management District regulations and permitting requirements applicable to the demolition of the USTs. The applicant shall provide documentation confirming issuance of applicable outside agency permits to the Planning and Building Divisions prior to commencing demolition work on the USTs.

   i. Prior to installation of the underground storage tanks (USTs), the applicants shall comply with all Menlo Park Fire Protection District, San Mateo County Health Department, and Bay

LOCATION: 1399 Willow Road	**PROJECT NUMBER:** PLN2022-00054	**APPLICANT:** Phillip King	**OWNER:** Chevron Inc.

PROJECT CONDITIONS:

Area Air Quality Management District regulations and permitting requirements applicable to the construction of the USTs. The applicant shall provide documentation confirming issuance of applicable outside agency permits to the Planning and Building Divisions prior to commencing construction work on the USTs.

j. Prior to operation of the underground storage tanks (USTs) and service station, the applicants shall comply with all Menlo Park Fire Protection District, San Mateo County Health Department, and Bay Area Air Quality Management District regulations and permitting requirements applicable to the operation of the USTs. The applicant shall provide documentation confirming issuance of applicable outside agency permits to the Planning and Building Divisions prior to commencing operation of the USTs and service station.

Mitigation Monitoring and Reporting Program

Introduction

The California Environmental Quality Act (CEQA) requires the adoption of feasible mitigation measures to reduce the severity and magnitude of significant environmental impacts associated with project development. The Environmental Impact Report (EIR) prepared and certified for the proposed Willow Village Master Plan Project (Proposed Project) includes all feasible mitigation measures to reduce the potential environmental effects of the Proposed Project.

CEQA also requires reporting on and monitoring of mitigation measures adopted as part of the environmental review process (Public Resources Code Section 21081.6). This Mitigation Monitoring and Reporting Program (MMRP) is designed to aid the City of Menlo Park in its implementation and monitoring of measures adopted from the certified EIR.

The mitigation measures in this MMRP are assigned the same number they had in the EIR. The MMRP, presented in table format, describes the actions that must take place to implement each mitigation measure, the timing of those actions, the entities responsible for implementing and monitoring the actions, and verification of compliance. Additional information is provided in the certified EIR for the Project.

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Transportation				
IMPACT BEING ADDRESSED: The Proposed Project would exceed an applicable VMT threshold of significance. The Proposed Project would exceed the applicable VMT threshold of significance for the residential land use and would result in a significant impact. (Impact TRA-2)				
Project Mitigation Measure TRA-2: The residential land use of the Project Site will be required to implement a TDM Plan achieving a 36% reduction from gross ITE trip generation rates (for the Proposed Project, this reduction equals 6,023 daily trips). Should a different number of residential units be built, the total daily trips will be adjusted accordingly. The required residential TDM Plan will include annual monitoring and reporting requirements on the effectiveness of the TDM program. The Project applicant will be required to work with City staff to identify the details of the TDM plan. If the annual monitoring finds that the TDM reduction is not met (i.e. the Proposed Project exceeds 6,023 daily trips from the residential land use), the TDM coordinator will be required to work with City staff to detail next steps to achieve the TDM reduction.	Finalize Transportation Demand Management (TDM) Plan details with the City. Implement TDM Plan during occupancy of the Proposed Project.	Finalization of TDM Plan with City prior to occupancy of the first building Annual monitoring and reporting every year the Project is operational with timing to be determined by the City	Project Sponsor	City of Menlo Park Community Development Department (CDD), Planning Division City of Menlo Park Public Works Department (PW), Transportation Division
IMPACT BEING ADDRESSED: The Proposed Project would substantially increase hazards due to a design feature or incompatible uses. The Proposed Project includes a design feature that could increase hazards and would result in a significant impact. (Impact: TRA-3)				
Project Mitigation Measure TRA-3: Revise the North Garage access design to provide adequate sight distance for the eastern driveway or incorporate other design solutions to reduce hazards to the satisfaction of the Public Works Director. Potential solutions that would reduce hazards to a less than significant level include restricting the eastern driveway to inbound vehicles only or prohibiting exiting left turns, modifying landscaping or relocating the driveway to the west to allow for adequate sight distance for exiting vehicles, or installing an all-way stop or signal.	Revise the North Garage access design for adequate visibility and hazard reduction.	During the building permit and site development review process and prior to issuance of building permits.	Project Sponsor/ Project architect	PW, Transportation Division
***IMPACT BEING ADDRESSED:* Vehicle Miles Traveled. (Impact C-TRA-2)**				
Implement *Mitigation Measure TRA-2* above.	See above.	See above.	See above.	See above.
***IMPACT BEING ADDRESSED:* Hazards or Incompatible Uses. (Impact C-TRA-3)**				

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Implement *Mitigation Measure TRA-3*, above.	See above.	See above.	See above.	See above.
Air Quality				
IMPACT BEING ADDRESSED: Conflict with or Obstruct Implementation of the Applicable Air Quality Plan. The Proposed Project would conflict with or obstruct implementation of the applicable air quality plan. (Impact AQ-1)				
Project Mitigation Measure AQ-1.1: Use Clean Diesel-powered Equipment during Construction to Control Construction-related Emissions. The Project Sponsor shall either: • Ensure all off-road construction equipment with greater than 25 horsepower and operating for more than 20 hours total over the entire duration of construction activities have engines that meet or exceed either EPA or ARB Tier 4 Final off-road emission standards. The exception to this requirement allows a cumulative total of 618,028 horsepower-hours over the duration of construction activities before residents move onsite and 34,716 horsepower-hours over the duration of construction activities after residents move onsite from the operation of off-road construction equipment that meets standards less than Tier 4 Final; or • Prior to issuance of building permits, provide supplemental analysis prepared by a qualified air quality specialist to the City for approval that shows that emissions of ROG and NO_X, the excess lifetime cancer risk, and the $PM_{2.5}$ concentration would not exceed the thresholds from the 2017 BAAQMD CEQA Air Quality Guidelines using the mix of equipment proposed by the applicant.	Use clean diesel-powered equipment during construction or provide supplemental air quality analysis.	Prior to the issuance of building permits During construction (if clean diesel-powered equipment is used)	Project Sponsor	CDD
Project Mitigation Measure AQ-1.2: Architectural Coatings. The Project Sponsor shall use super-compliant architectural coatings during construction and operation for all buildings, which shall have VOC content that meet SCAQMD Rule 1113 Architectural Coatings as revised on February 5, 2016.	Apply architectural coatings to meet South Coast Air Quality	Prior to the issuance of building permits During construction	Project Sponsor	CDD

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
	Management District Rule 1113.	Ongoing during operation of Project		
IMPACT BEING ADDRESSED: Cumulatively Considerable Net Increase in Criteria Pollutants. The Proposed Project would result in a cumulative net increase in a criteria pollutant for which the Project region is classified as a nonattainment area under an applicable federal or ambient air quality standard. (Impact AQ-2)				
Implement *Project Mitigation Measures AQ-1.1 and AQ-1.2*	See above	See above	See above	See above
ConnectMenlo Mitigation Measure AQ-2b1: Prior to building permit issuance, the City shall require applicants for all development projects in the city to comply with the current Bay Area Air Quality Management District's (BAAQMD) basic control measures for reducing construction emissions of PM_{10} (Table 8-1, Basic Construction Mitigation Measures Recommended for All Proposed Projects, of the BAAQMD CEQA Guidelines).	Comply with BAAQMD basic control measures.	During the building permit and site development review process, prior to building permit issuance, and during construction	Project Sponsor	CDD
ConnectMenlo Mitigation Measure AQ-2b2: Prior to issuance of a building permit, development projects in the City that are subject to CEQA and exceed the screening sizes in the BAAQMD's CEQA Guidelines shall prepare and submit to the City of Menlo Park a technical assessment evaluating potential project construction-related air quality impacts. The evaluation shall be prepared in conformance with the BAAQMD methodology for assessing air quality impacts. If construction-related criteria air pollutants are determined to have the potential to exceed the BAAQMD thresholds of significance, as identified in the BAAQMD CEQA Guidelines, the project applicant is required to incorporate mitigation measures to reduce air pollutant emissions during construction activities to below these thresholds (e.g., Table 8-2, Additional Construction Mitigation Measures Recommended for projects with Construction Emissions Above the Threshold of the BAAQMD CEQA Guidelines, or applicable construction mitigation measures subsequently	Prepare the construction-related air quality technical assessment.	During the building permit and site development review process and prior to permit issuance	Project Sponsor	CDD

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
approved by BAAQMD). These identified measures shall be incorporated into all appropriate construction documents (e.g., construction management plans), subject to the review and approval of the Planning Division prior to building permit issuance. (The AQTR prepared and submitted for the Proposed Project fulfills the air quality technical assessment requirement.)				
IMPACT BEING ADDRESSED: Expose Sensitive Receptors to Substantial Pollutant Concentrations. The Proposed Project would expose sensitive receptors to substantial pollutant concentrations. (Impact AQ-3)				
Implement Project Mitigation Measure AQ-1.1 and ConnectMenlo Mitigation Measures AQ-2b1 and AQ-2b2, above.	See above.	See above.	See above.	See above.
IMPACT BEING ADDRESSED: Other Air Emissions. The Proposed Project would result in other emissions (such as those leading to odors) that would adversely affect a substantial number of people. (Impact AQ-4)				
Project Mitigation Measure AQ-4.1: Molecular Neutralizer for Odors. The Project Sponsor and West Bay Sanitary District shall install a molecular neutralizer at the proposed sanitary sewer pump station to convert hydrogen sulfide gas into a biodegradable effluent during sewer pump operations. The molecular neutralizer shall be installed prior to the commencement of sewer pump operations.	Install molecular neutralizer at the proposed sanitary sewer pump station.	During the building permit and site development review process. Install prior to the commencement of sewer pump operations.	Project Sponsor/ West Bay Sanitary District	CDD/PW
IMPACT BEING ADDRESSED: Cumulative Air Quality Impacts. Cumulative development would result in a significant and unavoidable cumulative impact on air quality; thus, the Proposed Project would be a cumulatively considerable contributor to a significant cumulative impact on air quality. (Impact C-AQ-1)				
Implement Project Mitigation Measure AQ-1.1 and ConnectMenlo Mitigation Measures AQ-2b1 and AQ-2b2.	See above.	See above.	See above.	See above.
Greenhouse Gas Emissions				
IMPACT BEING ADDRESSED: Generation of GHG Emissions during Construction. Construction of the Proposed Project would not generate GHG emissions that may have a significant impact on the environment. (Impact GHG-1b)				
Implement *Mitigation Measure TRA-2*, above.	See above.	See above.	See above.	See above.

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
IMPACT BEING ADDRESSED: Conflicts with Applicable Plans and Policies. The Proposed Project would conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing emissions of GHGs. (Impact GHG-2)				
Implement *Mitigation Measure TRA-2*, above.	See above.	See above.	See above.	See above.

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Noise				
IMPACT BEING ADDRESSED: Construction Noise. Construction of the Proposed Project would generate a substantial temporary or permanent increase in ambient noise levels in the vicinity of the Project in excess of standards established in a local general plan or noise ordinance or applicable standards of other agencies. (Impact NOI-1a)				
Modified ConnectMenlo Mitigation Measure NOISE-1c. Project applicants for all development projects in the city shall minimize the exposure of nearby properties to excessive noise levels from construction-related activity through CEQA review, conditions of approval and/or enforcement of the City's Noise Ordinance. Prior to issuance of demolition, grading, and/or building permits for development projects, a note shall be provided on development plans indicating that during on-going grading, demolition, and construction, the property owner/developer shall be responsible for requiring contractors to implement the following measures to limit construction-related noise: • All internal combustion engines on construction equipment and trucks are fitted with properly maintained mufflers, air intake silencers, and/or engine shrouds that are no less effective than as originally equipped by the manufacturer. • Stationary equipment such as generators and air compressors shall be located as far as feasible from nearby noise-sensitive uses. • Stockpiling is located as far as feasible from nearby noise-sensitive receptors. • Limit unnecessary engine idling to the extent feasible. • Limit the use of public address systems. • Construction traffic shall be limited to the haul routes established by the City of Menlo Park.	Implement measures to limit construction-related noise.	Prior to the issuance of demolition, grading, and building permits and throughout the duration of construction activities	Project Sponsor/ contractor(s)	CDD

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Project Mitigation Measure NOI-1.1: Construction Noise Control Plan to Reduce Construction Noise. The Project applicant and/or the contractor(s) shall obtain a permit to complete work outside the exempt/standard construction hours outlined in the City of Menlo Park Municipal Code, which may be incorporated into the conditional development permit for the Proposed Project. In addition, the applicant and/or contractor(s) shall develop a construction noise control plan to reduce noise levels and comply with Municipal Code daytime (during non-exempt hours) and nighttime noise standards to the extent feasible and practical, subject to review and determination by the Community Development Department. The plan shall also include measures to reduce noise levels such that a 10-dB increase over the ambient noise level does not occur at nearby noise-sensitive land uses, such as schools and residences to the extent feasible and practical (as determined by the City). Finally, the plan shall include measures to reduce pile driving noise such that noise from this equipment does not exceed 85 dBA L_{eq} at a distance of 50 feet, as feasible. The plan shall demonstrate that, to the extent feasible and practical, noise from construction activities that occur daily between 7:00 and 8:00 a.m. or between 6:00 p.m. and 10:00 p.m. will comply with the applicable City of Menlo Park noise limit of 60 dBA at the nearest existing residential or noise-sensitive land use, and construction activities that occur between 10:00 p.m. and 7:00 a.m. will comply with the applicable City noise limit of 50 dBA at the residential or noise-sensitive land use. The plan shall also demonstrate that, to the extent feasible and practical (as determined by the City), noise from construction activities during all hours will not result in a 10 dB increase over the ambient noise level at the nearest noise-sensitive land uses, and that pile driving noise would not exceed 85 dBA L_{eq} at a distance of 50 feet. This	Develop a Noise Control Plan and obtain a permit to complete work outside standard construction hours.	Submit noise control plan concurrently with the application for the first building permit for each building and implement plan during construction. Obtain permit prior to building permit application.	Project Sponsor/ contractor(s)	CDD

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Noise Control Plan shall be approved by the City prior to the issuance of building permits to confirm the precise noise minimization strategies that will be implemented and to document that strategies will be employed to the extent feasible and practical. Measures to help reduce noise from construction activity to these levels shall be incorporated into this plan and may include, but are not limited to, the following: • To the extent feasible and practical, plan for the noisiest construction activities to occur during daytime hours when the quantitative standards are less stringent, existing ambient noise levels are generally louder, and when people are less sensitive to noise. • Require all construction equipment be equipped with mufflers and sound control devices (e.g., intake silencers and noise shrouds) that are in good condition (at least as effective as those originally provided by the manufacturer) and appropriate for the equipment. • Maintain all construction equipment to minimize noise emissions. • Locate construction equipment as far as feasible from adjacent or nearby noise-sensitive receptors. • Require all stationary equipment be located to maintain the greatest possible distance to the nearby existing buildings, where feasible and practical. • Require stationary noise sources associated with construction (e.g., generators and compressors) in proximity to noise-sensitive land uses to be muffled and/or enclosed within temporary enclosures and shielded by barriers, which can reduce construction noise by as much as 5 dB. • Install noise-reducing sound walls or fencing (e.g. temporary fencing with sound blankets) around noise-generating equipment, to the extent feasible and practical, where no perimeter wall is provided pursuant to Mitigation Measure NOI-1.2.				

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
• Prohibit idling of inactive construction equipment for prolonged periods during nighttime/non-standard hours (i.e., more than 2 minutes). • Provide advance notification in the form of mailings/deliveries of notices to surrounding land uses regarding the construction schedule, including the various types of activities that would be occurring throughout the duration of the construction period. • Provide the name and telephone number of an on-site construction liaison through on-site signage and on the notices mailed/delivered to surrounding land uses. If construction noise is found to be intrusive to the community (i.e., if complaints are received), the construction liaison shall take reasonable efforts to investigate the source of the noise and require that reasonable measures be implemented to correct the problem. • Use electric motors rather than gasoline- or diesel-powered engines to avoid noise associated with compressed air exhaust from pneumatically powered tools during nighttime hours, to the extent feasible and practical (as determined by the City). Where the use of pneumatic tools is unavoidable, an exhaust muffler on the compressed air exhaust could be used; this muffler can lower noise levels from the exhaust by about 10 dB. External jackets on the tools themselves could be used, which could achieve a reduction of 5 dB.				
Project Mitigation Measure NOI-1.2: Construction of Temporary Noise Barrier along Project Perimeter. The Project contractor(s) shall install an 8-foot-high temporary noise barrier along the complete length of the western and southern perimeter (e.g., areas near residential and school land uses), and along the southernmost 500 feet of the eastern perimeter of the main Project Site. As project buildout occurs, removal and/or adjustment in the location of the perimeter noise	Install noise barriers.	Prior to issuance of building permit for each building and/or relevant area of site improvement plans/building construction and ongoing	Project Sponsor/ contractor(s)	CDD

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
barrier may occur because either the construction of project buildings (completion of core and shell) or streets requires barrier realignment, or the perimeter barrier is not needed, as shown by preparation of an acoustical analysis that indicates the balance of the construction activities will not result in construction noise that exceeds the allowable limits. Regarding the Hamilton Avenue Parcel South, a similar noise barrier shall be installed around the complete length of the southern, western and northern perimeters as well as the southernmost 100 feet of the eastern perimeter of the Hamilton Avenue Parcel South, unless the Project Sponsor can demonstrate, through an acoustical analysis, that construction noise at this site would not exceed the allowable limits. The decision regarding the necessity of this barrier and location(s) shall be subject to review and approval of the City based on evidence and analyses providing by the applicant team. Regarding the Hamilton Avenue Parcel North, a similar noise barrier shall also be constructed along the complete length of the southern and western perimeters, along with the eastern most 100 feet of the northern perimeter of the Hamilton Avenue Parcel North, unless the Project Sponsor can demonstrate, through an acoustical analysis, that construction noise at this site would not exceed the allowable limits. The decision regarding the necessity of this barrier and location(s) shall be subject to review and approval of the City based on evidence and analyses providing by the applicant team. The barriers shall be constructed of material that has an acoustical rating of at least 26 STC (Sound Transmission Class). This can include a temporary barrier constructed with plywood supported on a wood frame, sound curtains supported on a frame, or other comparable material.		removal/adjustment of noise barriers during construction		

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
IMPACT BEING ADDRESSED: Operational Noise. Operation of the Proposed Project would generate a substantial temporary or permanent increase in ambient noise levels in the vicinity of the Project in excess of standards established in a local general plan or noise ordinance or applicable standards of other agencies. (Impact NOI-1b)				
ConnectMenlo Mitigation Measure NOISE-1b. Stationary noise sources and landscaping and maintenance activities citywide shall comply with Chapter 8.06, Noise, of the Menlo Park Municipal Code.	Comply with Chapter 8.06 of the Menlo Park Municipal Code.	Prior to the issuance of construction permits and throughout the duration of construction activities	Project Sponsor	CDD
Project Mitigation Measure NOI-1.3: Mechanical Equipment Noise Reduction Plan. To reduce potential noise impacts resulting from Project mechanical equipment, including heating, cooling, and ventilation equipment, the Project applicant shall conduct a noise analysis to estimate noise levels of Project-specific mechanical equipment based on the final selected equipment models and design features. In addition to the analysis, a Mechanical Equipment Noise Reduction Plan shall be created to ensure noise levels of equipment, once installed, are below the applicable criteria described below. The Noise Reduction Plan shall include any necessary noise reduction measures required to reduce Project-specific mechanical equipment noise to a less-than-significant levels. The plan shall also demonstrate that with the inclusion of selected measures, noise from equipment would be below the significance thresholds. Feasible noise reduction measures to reduce noise below the significance thresholds include, but are not limited to, selecting quieter equipment, utilizing silencers and acoustical equipment at vent openings, siting equipment farther from the roofline, and/or enclosing all equipment in a mechanical equipment room designed to reduce noise. This analysis shall be conducted and the results and final Noise Reduction Plan shall be provided to the City prior to the issuance of building permits for each building.	Submit a Mechanical Equipment Noise Reduction Plan for each building and implement noise control measures to reduce noise during operation.	Submit noise reduction plan concurrently with the application for the first building permit for each building, and implement plan during operation.	Project Sponsor/ engineers(s)	CDD

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
The noise analysis and Noise Reduction Plan shall be prepared by persons qualified in acoustical analysis and/or engineering. The Noise Reduction Plan shall demonstrate with reasonable certainty that noise from mechanical equipment selected for the Project, including the attenuation features incorporated into the Project design, will not exceed the City of Menlo Park's property plane threshold of 60 dBA during daytime hours or 50 dBA during nighttime hours at nearby noise-sensitive land uses, as well as the 50 dBA at 50 feet threshold that applies to rooftop equipment in the City. The Project applicant shall incorporate all feasible methods to reduce noise identified above and other feasible recommendations from the acoustical analysis and Noise Reduction Plan into the building design and operations as necessary to ensure that noise sources meet applicable requirements of the respective noise ordinances at receiving properties.				
Project Mitigation Measure NOI-1.4: Emergency Generator Noise Reduction Plan (All Parcels). Prior to approval of a building permit for each building, the Project applicant shall conduct a noise analysis to estimate noise levels from the testing of Project-specific emergency generators, based on the actual generator makes and models proposed and the actual selected attenuation features. Based on the results of the analysis, a Noise Reduction Plan shall be created to ensure noise levels of generator testing are below the applicable Code requirements. The results, methods, and final Noise Reduction Plan shall be provided to the City prior to the issuance of building permits. The analysis shall account for proposed noise attenuation features, such as specific acoustical enclosures and mufflers or silences, and the final Noise Reduction Plan shall demonstrate with reasonable certainty that proposed generator(s) will not exceed the City of Menlo Park noise thresholds of 60 dBA at the nearest noise-sensitive	Submit an Emergency Generator Noise Reduction Plan and implement noise control measures to reduce noise during operation.	Submit plan concurrently with the application for the first building permit for each generator and implement plan during operation.	Project Sponsor/ engineers(s)	CDD

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use during daytime hours, and/or 85 dBA at 50 feet for powered equipment, whichever is lower. Acoustical treatments may include, but are not limited to: • Enclosing generator(s); • Installing relatively quiet model generator(s); • Orienting or shielding generator(s) to protect noise-sensitive receptors to the greatest extent feasible; • Installing exhaust mufflers or silencers; • Increasing the distance between generator(s) and noise-sensitive receptors; and/or • Placing barriers around generator(s) to facilitate the attenuation of noise. In addition, all Project generator(s) shall be tested only between the hours of 7:00 a.m. and 10:00 p.m. Because no nighttime testing of generators will be allowed, compliance with the 50-dB nighttime noise threshold in the City need not be demonstrated. The Project applicant shall incorporate sufficient recommendations from the acoustical analysis into the building design and operations to ensure that noise sources meet applicable requirements of the noise ordinance.				
IMPACT BEING ADDRESSED: Generation of excessive ground-borne vibration or ground-borne noise levels. The Proposed Project would generate excessive ground-borne vibration or noise levels. (Impact NOI-2)				
ConnectMenlo Mitigation Measure NOISE-2a.[1,2] To prevent architectural damage citywide as a result of construction-generated vibration: • Prior to the issuance of a building permit for any development project requiring pile driving or blasting, the	Prepare a noise and vibration analysis.	Prior to the issuance of building permits	Project Sponsor/ engineer(s)	CDD

[1] This noise and vibration study for the Proposed Project has been prepared in accordance with ConnectMenlo Mitigation Measure NOISE-2a.

[2] ConnectMenlo Mitigation Measure NOISE-2a has been modified to allow for compliance "to the extent feasible and practical," which would be subject to review and determination by the Community Development Department.

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project applicant/developer shall prepare a noise and vibration analysis to assess and mitigate potential noise and vibration impacts related to these activities. The maximum levels shall not exceed 0.2 in/sec, which is the level that can cause architectural damage for typical residential construction. If maximum levels would exceed the thresholds, alternative methods, such static rollers, non-explosive blasting, and pile drilling, as opposed to pile driving, shall be used to the extent feasible and practical, subject to review and determination by the Community Development Department. To prevent vibration-induced annoyance as a result of construction-generated vibration: • Individual projects that involve vibration-intensive construction activities, such as blasting or the use of pile drivers, jack hammers, or vibratory rollers, within 200 feet of sensitive receptors shall be evaluated for potential vibration impacts. A vibration study shall be conducted for individual projects where vibration-intensive impacts may occur. The study shall be prepared by an acoustical or vibration engineer holding a degree in engineering, physics, or an allied discipline who is able to demonstrate a minimum of 2 years of experience in preparing technical assessments regarding acoustics and/or ground-borne vibration. The study is subject to review and approval of the Community Development Department. Vibration impacts on nearby receptors shall not exceed the vibration annoyance levels (in inches per second), as follows: • Workshop = 0.126 • Office = 0.063 • Residence, daytime (7:00 a.m.–10:00 p.m.) = 0.032 • Residence, nighttime (10:00 p.m. to 7:00 a.m.) = 0.016 If construction-related vibration is determined to be perceptible at vibration-sensitive uses, additional				

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requirements, such as less vibration-intensive equipment or construction techniques, shall be implemented during construction (e.g., non-explosive blasting, pile drilling, as opposed to pile driving, preclusion for vibratory roller use, use of small or medium-sized bulldozers) to the extent feasible and practical. Vibration reduction measures shall be incorporated into the site development plan as a component of the Project and applicable building plans, subject to the review and approval of the Community Development Department.				
Project Mitigation Measure NOI-2.1: Vibration Control Measures for Annoyance from Daytime Pile Driving Activity. During daytime hours, pile driving activity shall take place no closer than 335 feet from residential land uses, 210 feet from office or school land uses, and 130 feet from workshops or retail land uses, to the extent feasible and practical. When pile driving work must take place closer than these distances from the aforementioned land uses, reduction measures shall be incorporated to the extent feasible and practical, such as the use of alternative pile installation methods that do not require impact or vibratory pile driving. Examples of alternative pile installation methods include auger cast pressure grouted displacement (APGD) piles, stone columns, cast-in-drilled-hole (CIDH) piles, or press-in piles. These measures will be subject to review and approval of the Community Development Department. In addition, the construction contractor shall appoint a Project vibration coordinator who will serve as the point of contact for vibration-related complaints during project construction. Contact information for the Project vibration coordinator will be posted at the Project Site and on a publicly available Project website. Should complaints be received, the Project vibration coordinator shall work with the construction team to adjust activities (e.g., drilling instead of driving piles in closer	Implement vibration control measures for daytime pile driving activity and limit daytime pile driving.	Ongoing during daytime construction hours; documentation provided to City prior to pile driving construction activities	Project Sponsor/ contractor(s)/ Project vibration coordinator	CDD

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proximity to certain land uses) to the extent feasible and practical to reduce vibration or to reschedule activities for a less sensitive time. The Project vibration coordinator shall notify the Community Development Department of all vibration-related complaints and actions taken to address the complaints.				
Project Mitigation Measure NOI-2.2: Vibration Control Measures for Annoyance from Daytime Construction Activities Excluding Pile Driving. During daytime hours, construction activity involving a vibratory roller shall take place no closer than 90 feet from residential land uses, 60 feet from office or school land uses, and 35 feet from workshops or retail land uses, to the extent feasible and practical, subject to review and approval by the Community Development Department. In addition, equipment that generates vibration levels similar to a large bulldozer shall take place no closer than 50 feet from residential land uses, 35 feet from office or school land uses, and 20 feet from workshops or retail land uses, to the extent feasible and practical, subject to review and approval by the Community Development Department. Maintaining these distances between equipment and the nearest residential, school/office, or workshop land uses would ensure vibration levels would be below 0.032 PPV in/sec at the nearest residences, 0.063 PPV in/sec at the nearest school or office, and 0.126 PPV in/sec at the nearest workshop, per the requirements in ConnectMenlo Mitigation Measure NOISE-2a. When construction would require the use of these equipment types at distances closer than these to nearby sensitive uses, reduction measures shall be incorporated to the extent feasible and practical, such as the use of smaller or less vibration-intensive equipment. For example, the vibration level from a large bulldozer at 10 feet would be approximately 0.352 PPV in/sec, whereas the vibration level from a large bulldozer at the same distance would be approximately 0.012	Implement vibration control measures for annoyance from daytime construction activity, excluding pile driving, and limit vibratory roller use during daytime hours.	Ongoing during daytime construction hours; documentation provided to City prior to vibration related construction activities	Project Sponsor/ contractor(s)/ Project vibration coordinator	CDD

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PPV in/sec. The vibration level from a small bulldozer at 10 feet would be below all daytime vibration thresholds from ConnectMenlo Mitigation Measure Noise-2a. The feasibility of reduction measures shall be subject to review and determination by the Community Development Department. In addition, the construction contractor shall appoint a Project vibration coordinator who will serve as the point of contact for vibration-related complaints during Project construction. Contact information for the Project vibration coordinator will be posted at the Project Site and on a publicly available Project website. Should complaints be received, the Project vibration coordinator shall work with the construction team to adjust activities (e.g., drilling instead of driving piles in closer proximity to certain land uses) to the extent feasible and practical to reduce vibration or to reschedule activities for a less sensitive time. The Project vibration coordinator shall notify the Community Development Department of all vibration-related complaints and actions taken to address the complaints.				
Project Mitigation Measure NOI-2.3: Vibration Control Measures for Annoyance from Nighttime Pile Installation Activity. During the nighttime hours of 10:00 p.m. to 7:00 a.m., pile driving activity shall take place no closer than 540 feet from residential land uses to the extent feasible and practical. When pile installation work must take place closer than this distance to residences, alternative pile installation methods that do not require impact or vibratory pile driving shall be employed to the extent feasible and practical. Examples of alternative pile installation methods include auger cast pressure grouted displacement (APGD) piles, stone columns, cast-in-drilled-hole (CIDH) piles, or press-in piles. The feasibility of these alternative measures shall be subject to review and determination of the Community Development Department. In addition, the construction contractor shall appoint a Project vibration coordinator who will serve as the point of contact for	Implement vibration control measures for annoyance from nighttime pile driving and limit nighttime pile driving.	Ongoing during nighttime construction hours; documentation provided to City in advance of nighttime pile installation activities.	Project Sponsor/ contractor(s)/ Project vibration coordinator	CDD

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vibration-related complaints during Project construction. Contact information for the Project vibration coordinator will be posted at the Project Site and on a publicly available Project website. Should complaints be received, the Project vibration coordinator shall work with the construction team to adjust activities (e.g., drilling instead of driving piles in closer proximity to certain land uses) to the extent feasible and practical to reduce vibration or to reschedule activities for a less sensitive time. The Project vibration coordinator shall notify the Community Development Department of all vibration-related complaints and actions taken to address the complaints.				
IMPACT BEING ADDRESSED: Cumulative Noise Impacts. Cumulative development would result in a significant and unavoidable cumulative noise impact; thus, the Proposed Project would be a cumulatively considerable contributor to a significant cumulative noise impact. (Impact C-NOI-1)				
Implement *Project Mitigation Measure NOI-1.1, NOI-1.2, and NOI-1.3, and ConnectMenlo Mitigation Measure NOI-1c*, above.	See above.	See above.	See above.	See above.
Cultural Resources				
IMPACT BEING ADDRESSED: Historical Resources. The Proposed Project would cause a substantial adverse change in the significance of a historical resource, pursuant to Section 15064.5. (Impact CR-1)				
Project Mitigation Measure CR-1.1. Remove, Store, and Reinstall Dumbarton Cutoff Line Tracks. The Project Sponsor shall remove the Dumbarton Cutoff Line tracks, store them during construction of the Proposed Project, and reinstall them in their historic location without irreparable damage to their character-defining historic fabric. The Project Sponsor will prepare a preservation plan specifying the practices to be employed to preserve the historical integrity of the tracks during their removal, storage, and reinstallation. These methods may include the following: using straps to lift rails rather than chains or other "metal on metal" methods, marking or numbering the track components so they can be replaced in their original sequence, and ensuring secure storage onsite or in a lay-down area. Following tunnel	Remove, store, and reinstall Dumbarton Cutoff Line tracks and implement a preservation plan to preserve the historical integrity of the tracks.	Preparation of plan prior to the issuance of demolition permits related to Willow Road Tunnel construction activities as well as storage and reinstallation of tracks during construction	Project Sponsor/ contractor(s)	CDD and San Mateo County Transit District (SamTrans)

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construction, the rail segments will be returned to their preconstruction location in Willow Road on new ballast and ties or other appropriate material for the rail crossing. The preservation plan shall be reviewed and approved by the City and SamTrans prior to the issuance of demolition permits related to construction activities within Willow Road, and the Project Sponsor will incorporate the recommended protective measures into construction specifications.				
IMPACT BEING ADDRESSED: Archaeological Resources. The Proposed Project would cause a substantial adverse change in the significance of an archaeological resource pursuant to Section 15064.5. (Impact CR-2)				
Implement *Project Mitigation Measures TCR-1.1 and TCR-1.2*, below (see *Tribal Cultural Resources*)	See below.	See below.	See below.	See below.
ConnectMenlo Mitigation Measure CULT-2a (Modified) Stop Work if Archaeological Material or Features Are Encountered during Ground-Disturbing Activities. If a potentially significant subsurface cultural resource is encountered during ground-disturbing activities on any parcel in the city, all construction activities within a 100-foot radius of the find shall cease until a qualified archeologist determines whether the resource requires further study. In addition, if a potentially significant subsurface cultural resource is encountered during ground-disturbing activities within the California Department of Transportation (Caltrans) right-of-way, the Caltrans District 4 Office of Cultural Studies shall be immediately contacted at [510] 847-1977). All developers in the Study Area shall include a standard inadvertent discovery clause in every construction contract to inform contractors of these requirements. Any previously undiscovered resources found during construction activities shall be recorded on appropriate DPR forms and evaluated for significance in terms of CEQA criteria by a qualified archeologist in accordance with Project Mitigation Measure TCR-1.2.	Stop work if archaeological materials and/or cultural resources are discovered and determine whether resource requires further study.	Initiated after a find is made during construction, with regularly scheduled site inspections thereafter	Project Sponsor/ qualified archaeologist approved by CDD	CDD

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Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
IMPACT BEING ADDRESSED: Human Remains. The Proposed Project could disturb human remains, including those interred outside of dedicated cemeteries. (Impact CR-3)				
Implement *Project Mitigation Measures TCR-1.1, TCR-1.2, TCR-2.1*, and *ConnectMenlo Mitigation Measure CULT-4 (Modified)*, below (see *Tribal Cultural Resources*)	See below.	See below.	See below.	See below.
Biological Resources				
IMPACT BEING ADDRESSED: Indirect Impacts on Special-Status Species. The Proposed Project would result in substantial predation among special-status bird and mammal species that breed in the nearby brackish marshes and may forage, in the case of special-status birds, in the Project area. (Impact BIO-2)				
Project Mitigation Measure BIO-2.1: Feral Cat Management Program. The Project Sponsor shall implement a feral cat management program, similar to the program developed in conjunction with the Peninsula Humane Society and the Society for the Prevention of Cruelty to Animals for the East Campus in 2013. Prior to the program being implemented, the program developer shall coordinate with local humane societies and animal service centers to identify facilities able to take cats. The program coordinator shall coordinate with facilities receiving cats to ensure that efforts are made to attempt to reunite any inadvertently trapped pet cat with its owners. For one week every 3 months (i.e., each quarter), three live trap cages, designed to trap domestic cats, shall be placed around the perimeter of the main Project Site in locations where feral cats are likely to prey upon native wildlife species. The traps shall be deployed and maintained by a qualified trapping professional (such as an animal management company or other trained and experienced animal or wildlife professional). The duration of traps shall be coordinated with the specified intake facility so that the facility is prepared and open to receive trapped cats. Each trap cage shall be monitored and maintained on a daily basis during the week when traps have been set to determine whether a cat has been caught and whether the trap has inadvertently captured a non-target species (e.g. pet cat or	Implement a feral cat management program.	Ongoing beginning with occupancy of the first building at a level of extensiveness commensurate with the level of development and based on reasonable data (e.g., nearby feral cat management efforts). Trap cages must be placed for 1 week every 3 months (i.e., each quarter) for the duration of Project operation.	Project Sponsor/ qualified trapping professional	CDD

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wildlife). Traps shall not be deployed during extreme weather (e.g., heat, cold, rain). Traps shall contain water and be at least partially covered where feasible to attempt to reduce stress of trapped animals. If a cat is caught, the qualified professional shall transport the trapped cat as soon as practicable to the local humane society or animal service center that accepts trapped cats. If an animal other than a feral cat is caught in one of the traps, such as a suspected pet cat (e.g. cat with a collar) or wildlife, it shall be released immediately at the trap location. Because there are residences within and adjacent to the Project Site and the area where the Feral Cat Management Program will take place, efforts will be taken to ensure that residences are aware of the program to avoid inadvertent trapping and removal of pet cats. Visible signage shall be installed a week in advance of trapping and shall remain installed for the duration of trapping. The signs will have contact information should residents have questions or concerns.				
IMPACT BEING ADDRESSED: Impacts on Riparian Habitat and Other Sensitive Natural Communities. Project demolition and construction would affect riparian habitat and other sensitive natural communities. (Impact BIO-3)				
Project Mitigation Measure BIO-3.1: Avoid and Minimize Impacts on Riparian Habitat and Other Sensitive Natural Communities. To the extent feasible, construction activities should avoid or minimize the removal of wetland vegetation or the placement of fill in the wetlands immediately north and northeast of the Project Site. If all direct impacts on wetlands (i.e., vegetation removal, loss, and fill) are avoided, Mitigation Measures BIO-3.2 and BIO-3.3 would not need to be implemented. However, if any wetland vegetation needs to be removed from the wetlands, or any fill needs to be placed in the wetlands, or post-construction conditions result in vegetation loss, Mitigation Measure BIO-3.2 (and Mitigation Measure BIO-3.3 if permanent impacts would occur) shall be implemented.	Avoid and minimize the removal of wetland vegetation or placement of fill in wetlands.	During construction	Project Sponsor/ contractor(s)	CDD

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Project Mitigation Measure BIO-3.2: In-Situ Restoration of Temporary Impacts. If impacts on the wetlands immediately north of the Project Site are temporary, resulting in vegetation removal or temporary fill within the wetland but no permanent fill, then the wetland area shall be restored by the Project Sponsor following construction. The herbaceous seasonal wetlands are likely to become recolonized easily without the need for seeding and planting as long as their existing hydrology and topography are restored following temporary impacts. There is some potential for the arroyo willow clumps in the isolated forested wetland to regrow from cut stumps. In such a case, the in-situ restoration shall involve simply protecting the area with exclusion fencing following construction to allow for regrowth of vegetation. For temporary impacts involving removed willow root masses where in-situ restoration is still an option, a more detailed restoration plan shall be developed. The mitigation shall, at a minimum, achieve no net loss of wetland acreage (i.e., jurisdictional wetlands lost to fill shall be replaced through the creation or restoration of wetland habitat of the same type as the affected habitat [either forested or herbaceous seasonal] at a minimum ratio of 1:1 on an acreage basis or as otherwise required by any state or federal permitting agencies) or ecological functions and values through the restoration and enhancement of the affected wetlands to a level equal to or greater than the baseline condition of the existing wetlands. An in-situ restoration approach could involve salvaging wetland plant material prior to construction (e.g., willow cuttings or willow clumps, in the case of the isolated forested wetland) and then replanting the material if the seasonal timing of construction is appropriate. United States Army Corps of Engineers (USACE) and/or Regional Water Quality Control Boards (RWQCB) approvals may be required to authorize temporary impacts on these features.	If impacts on wetlands are temporary, restore wetlands to pre-construction conditions and prepare a restoration plan, if needed.	Immediately following construction (if applicable)	Project Sponsor	CDD/USACE/ RWQCB

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Project Mitigation Measure BIO-3.3: Provide Compensatory Mitigation. If any permanent fill or permanent loss of the isolated forested wetland or the herbaceous seasonal wetlands occurs, the Project Sponsor shall provide new wetland habitat of the same type (either forested or herbaceous seasonal) to offset this impact, either through the creation, enhancement, or restoration of wetlands in an appropriate location or through the purchase of mitigation credits from a USACE- or RWQCB-approved wetland mitigation bank. The purchase of such credits shall serve as full mitigation for impacts on these wetland features.[3] If Project-specific creation, enhancement, or restoration of wetland habitat is implemented, habitat shall be restored or created at a minimum ratio of 2:1 (compensation: impact) on an acreage basis or as otherwise required by any state or federal permitting agencies. This ratio is not higher because of the relatively low quality of the wetlands on the Project Site relative to the more extensive, less fragmented wetlands elsewhere in the region, and it is not lower because of the temporal loss of wetland functions and values that would result from the lag between impacts on the wetlands and maturation of the mitigation habitat. USACE and/or RWQCB approvals may be required to authorize permanent impacts on this feature. To the extent that compensatory mitigation is not provided by purchasing mitigation credits from a USACE- or RWQCB-approved wetland mitigation bank, then, if feasible, compensation shall be provided by creating, enhancing, or restoring wetland habitat so as to achieve the 2:1 ratio somewhere in San Mateo County or as otherwise required by any state or federal permitting agencies. A qualified biologist	If impacts on wetlands are permanent, provide new wetland habitat of the same type or purchase mitigation credits to offset any impacts on wetlands and prepare a wetland mitigation and monitoring plan, if needed.	Immediately following construction (if applicable)	Project Sponsor/ qualified biologist	CDD/USACE/ RWQCB

[3] Refer to U.S. Army Corps of Engineers 33 CFR Part 325 and State Water Resources Control Board's *State Wetland Definition and Procedures for Discharges of Dredged or Fill Material to Waters of the State* (April 2, 2019), pages 28 and 29.

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shall develop a wetland mitigation and monitoring plan that describes the mitigation, including the following components (or as otherwise modified by regulatory agency permitting conditions): • Summary of habitat impacts and proposed mitigation ratios; • Goal of the restoration to achieve no net loss of habitat functions and values; • Location of mitigation site(s) and description of existing site conditions; • Mitigation design; o Existing and proposed site hydrology; o Grading plan, if appropriate, including bank stabilization or other site stabilization features; o Soil amendments and other site preparation elements, as appropriate; Planting plan; o Irrigation and maintenance plan; o Remedial measures and adaptive management; and • Monitoring plan, including final and performance criteria, monitoring methods, data analysis, reporting requirements, and monitoring schedule. Success criteria shall include quantifiable measurements of wetland vegetation type (e.g., dominance by natives), the appropriate extent for the restoration location, and the provision of ecological functions and values equal to or exceeding those in the affected wetland habitat. At a minimum, success criteria shall include following: o At Year 5 post-mitigation, at least 75 percent of the mitigation site shall be dominated by native hydrophytic vegetation. The wetland mitigation and monitoring plan must be approved by the City and other applicable agencies prior to the wetland impacts and must be implemented within 1 year				

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after the discharge of fill into wetland features. Alternately, offsite mitigation could be provided through the purchase of mitigation credits at an agency-approved mitigation bank, as noted above.				
IMPACT BEING ADDRESSED: Impacts on State and/or Federally Protected Wetlands. Project demolition and construction could affect state and/or federally protected wetlands. (Impact BIO-4)				
Implement *Mitigation Measures BIO-3.1, BIO-3.2, and BIO-3.3*, above.	See above.	See above.	See above.	See above.
IMPACT BEING ADDRESSED: Impacts on Wildlife Movement and Native Wildlife Nursery Sites. The removal of buildings, trees, shrubs, or woody vegetation and the construction of new buildings and installation of lighting could affect native migratory birds. (Impact BIO-5)				
Project Mitigation Measure BIO-5.1: Avoidance and Pre-construction Surveys for Nesting Migratory Birds. The Project Sponsor shall implement the following measures to reduce impacts on nesting migratory birds: • To the extent feasible, construction activities shall be scheduled to avoid the nesting season. If construction activities are scheduled to take place outside the nesting season, all impacts on nesting birds protected under the MBTA and California Fish and Game Code will be avoided. The nesting season for most birds in San Mateo County extends from February 1 through August 31. • If it is not possible to schedule construction activities between September 1 and January 31, then preconstruction surveys for nesting birds shall be conducted by a qualified ornithologist to ensure that no nests of migratory birds will be disturbed during Project implementation. Surveys shall be conducted no more than 7 days prior to the initiation of construction activities for each construction phase. During this survey, the ornithologist shall inspect all trees and other potential nesting habitats (e.g., trees, shrubs, California annual grasslands, buildings) in and immediately adjacent to the impact areas for migratory bird nests.	Avoid construction during the nesting season from February 1 through August 31; if not feasible, conduct pre-construction surveys for birds and potential nesting habitat. Establish a construction-free buffer zone if an active nest is found.	Ongoing during construction. In the event construction activities are initiated between February 1 through August 31, preconstruction nesting surveys of potential nesting habitat onsite shall be conducted no earlier than 7 days prior to start of construction activities for each applicable construction phase.	Project Sponsor/ qualified ornithologist	CDD

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• If an active nest is found within trees or other potential nesting habitats that would be disturbed by construction activities, a construction-free buffer zone (typically 300 feet for raptors and 100 feet for other species) will be established around the nest to ensure that species that are protected under the MBTA and California Fish and Game Code will not be disturbed during Project implementation. The ornithologist shall determine the extent of the buffer. • If construction activities will not be initiated until after the start of the nesting season, all potential nesting substrates (e.g., bushes, trees, grasses, and other vegetation) that are scheduled to be removed by the Proposed Project may be removed prior to the start of the nesting season (i.e., prior to February 1). This would preclude the initiation of nests in this vegetation and prevent any potential delay for the Proposed Project because of the presence of active nests in these substrates.				
Project Mitigation Measure BIO-5.2: Atrium Bird-safe Design Requirements. The Project Sponsor shall implement the following measures to reduce impacts on migratory birds due to construction of the atrium: • The Project Sponsor shall treat 100 percent of the glazing on the dome-shaped portions of the atrium's façades (i.e., all areas of the north façade and all areas of the south façade above the Elevated Park) with a bird-safe glazing treatment to reduce the frequency of collisions. This glazing shall have a Threat Factor of 15 or less.[4] Because a Threat Factor is a nonlinear index, its value is not	Implement bird-safe design standards for the proposed atrium. Monitor and survey bird collisions. Implement modifications to	Design standards for atrium prior to issuance of the building permit for the building shell and for the duration of use at the building	Project Sponsor/ architect/ qualified biologist	CDD

[4] A material's Threat Factor, as assigned by the American Bird Conservancy, refers to the level of danger posed to birds, based on the birds' ability to perceive the material as an obstruction, as tested using a "tunnel" protocol (a standardized test that uses wild birds to determine the relative effectiveness of various products at deterring bird collisions). The higher the Threat Factor, the greater the risk that collisions will occur. An opaque material will have a Threat Factor of 0, and a completely transparent material will have a Threat Factor of 100. Threat Factors for many commercially available façade materials can be found at https://abcbirds.org/wp-content/ uploads/2021/01/Masterspreadsheet-1-25-2021.xlsx.

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equivalent to the percent reduction in collisions that a glazing product provides. However, products with lower Threat Factors result in fewer bird collisions. • The Project Sponsor shall treat 100 percent of the glazing on the atrium's east and west façades with a bird-safe glazing treatment to reduce the frequency of collisions. This glazing shall have a Threat Factor of 15 or less. • Interior trees and woody shrubs shall be set back from the atrium's east, west, and non-sloped (i.e., vertical/perpendicular to the ground) portions of the south façades by at least 50 feet to reduce the potential for collisions with these facades due to the visibility of interior trees. This 50-foot distance is greater than the distance used in the project design for the north and sloped portions of the south facades (e.g., 20-25 feet for the north façade) due to the vertical nature of the east, west, and non-sloped portion of the south façades, as opposed to the articulated nature of the north and sloped portions of the south façades (which is expected to reduce the visibility of internal vegetation to some extent), as well as the direct line-of-sight views between interior and exterior vegetation through the east, west, and non-sloped portions of the south façades compared to the north façade (where internal vegetation is elevated above exterior vegetation). Interior trees and shrubs that are not visible through the east, west, and south façades may be planted closer than 50 feet to glass façades. • Because the glass production process can result in substantial variations in the effectiveness of bird-safe glazing, a qualified biologist will review physical samples of all glazing to be used on the atrium to confirm that the bird-safe frit will be visible to birds under various lighting conditions and expected to be effective.	the atrium to reduce collisions if a hot spot is identified.	Survey bird collisions for a minimum of 2 years following construction.		

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• The Project Sponsor shall monitor bird collisions around the atrium for a minimum of 2 years following construction to identify any collision "hot spots" (i.e., areas where collisions occur repeatedly). A monitoring plan for the atrium shall be developed by a qualified biologist and shall include focused surveys for bird collisions from late April through May (spring migration), September through October (fall migration), and mid-November through mid-January (winter) to maximize the possibility of detecting bird collisions that might occur. Surveys of the atrium shall be conducted daily for 3 weeks during each of these periods (i.e., 21 consecutive days during each season, for a total of 63 surveys per year). In addition, for the 2-year monitoring period, surveys of the atrium shall be conducted the day following nighttime events during which temporary lighting exceed would typical levels (i.e., levels specified in the International Dark-Sky Association's defined lighting zone, LZ-2 [Moderate Ambient], from dusk until 10:00 p.m., or 30 percent below these levels from 10:00 p.m. to midnight). The applicant can assign responsibility for tracking events and notifying the biologist when a survey is needed to a designated individual who is involved in the planning and scheduling of atrium events. The timing of the 63 seasonal surveys (e.g., morning or afternoon) shall vary on the different days to the extent feasible; surveys conducted specifically to follow nighttime events shall be conducted in the early morning. • At a frequency of no less than every 6 months, a qualified biologist shall review the bird collision data for the atrium in consultation with the City to determine whether any potential hot spots are present (i.e., if collisions have occurred repeatedly at the same location). A "*potential hot spot*" is defined as a cluster of three or more collisions that				

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Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
occur within one of the 3-week monitoring periods described above at a given location on the atrium. The "*location"* shall be identified by the qualified biologist as makes sense for the observed collision pattern, and may consist of a single pane of glass, an area of glass adjacent to a landscape tree or light fixture, the 8,990-square-foot vertical façade beneath the Elevated Park, the façade adjacent to the vegetation at the Elevated Park, the atrium's east façade, the atrium's west façade, or another defined area where the collision pattern is observed. "Location" shall be defined based on observations of (1) collision patterns and (2) the architectural, lighting, and/or landscape features that contributed to the collisions and not arbitrarily determined (e.g., by assigning random grids). If any such potential hot spots are found, the qualified biologist shall provide an opinion as to whether the potential hot spots will affect bird populations over the long term to the point that additional measures (e.g., light adjustments, planting of vegetation) will be needed to reduce the frequency of bird strikes at the hot spot location in order to reduce impacts to a less-than-significant level under CEQA (i.e., whether it constitutes an actual "hotspot"). This determination shall be based on the number of birds and the species of birds that collide with the atrium over the monitoring period. In addition, a "hotspot" is automatically defined if a cluster of five or more collisions are identified at a given "location" on the atrium within one of the three-week monitoring periods described above. If a hotspot is identified, additional measures will be implemented at the potential hotspot location at the atrium; these may include one or more of the following options in the area of the hotspot depending on the cause of the collisions:				

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○ Adding a visible bird-safe frit pattern, netting, exterior screens, art, printed sheets, interior shades, grilles, shutters, exterior shades, or other features to untreated glazing (i.e., on the façade below the Elevated Park) to help birds recognize the façade as a solid structure. ○ Installing interior or exterior blinds on buildings within the atrium to prevent light from spilling outward though glazed façades at night. ○ Reducing lighting by dimming fixtures, redirecting fixtures, turning lights off, and/or adjusting the programmed timing for dimming/shutoff. ○ Replacing certain light fixtures with new fixtures to increase shielding or redirect lighting. ○ Adjusting or reducing lighting during events. ○ Adjusting the timing of events to reduce the frequency during certain times of year (e.g., spring and/or fall migration) when relatively high numbers of collisions occur. ○ Adjusting landscape vegetation by removing, trimming, or relocating trees or other plants (e.g., moving them farther from glass) or blocking birds' views of vegetation through glazing (e.g., using a screen or other opaque feature). • If modifications to the atrium are implemented to reduce collisions at a hot spot, 1 year of subsequent focused monitoring of the hot-spot location shall be performed to confirm that the modifications effectively reduced bird collisions to a less-than-significant level under CEQA. In the event that a hot-spot is detected at a time when there is less than one year remaining of the initial 2-year monitoring period, then this one year of subsequent monitoring of that hot-spot would extend beyond the 2-year monitoring period described above.				

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Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Project Mitigation Measure BIO-5.3: Lighting Design Requirements. The Project Sponsor shall prepare a lighting design plan that incorporates and implements the following measures to reduce lighting impacts on migratory birds. Prior to implementation of the lighting design plan, a qualified biologist shall review the final lighting design plan to confirm that the required measures are incorporated: • To the maximum extent feasible, up-lighting (i.e., lighting that projects upward above the fixture) shall be avoided in the Project design. All lighting shall be fully shielded to prevent illumination from shining upward above the fixture. If up-lighting cannot be avoided in the Project design, up-lights shall be shielded and/or directed such that no luminance projects above/beyond the objects at which they are directed (e.g., trees and buildings) and no light shines directly into the eyes of a bird flying above the object. If the objects themselves can be used to shield the lights from the sky beyond, no substantial adverse effects on migrating birds are anticipated. • All lighting shall be fully shielded to prevent it from shining outward and toward Bay habitats to the north. No light trespass shall be permitted more than 80 feet beyond the Project Site's northern property line (i.e., beyond the Dumbarton Rail Corridor). • With respect to exterior lighting in the northern portion of the Project Site (i.e., areas north of Main Street and Office Buildings 03 and 05 surrounding the hotel, Town Square retail pavilion, Office Building 04, event building, and North Garage), and with respect to interior portions of the atrium, exterior lighting shall be minimized (i.e., outdoor lumens shall be reduced by at least 30 percent, consistent with recommendations from the International Dark-Sky Association [2011]) from 10:00 p.m. until sunrise, except as needed for safety and compliance with Menlo Park	Implement lighting design measures to reduce lighting impacts on migratory birds.	Prior to issuance of building permit Ongoing during operation of Project	Project Sponsor/ architect	CDD/qualified biologist

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Municipal Code. With respect to Office Buildings 01, 02, 03, 05, and 06, South Garage, and the residential/mixed-use buildings, exterior lighting shall be minimized (i.e., total outdoor lighting lumens shall be reduced by at least 30 percent or extinguished, consistent with recommendations from the International Dark-Sky Association [2011]) from midnight until sunrise, except as needed for safety and City code compliance. • Temporary lighting that exceeds minimal site lighting requirements may be used for nighttime social events. This lighting shall be switched off no later than midnight. No exterior up-lighting (i.e., lighting that projects upward above the fixture, including spotlights) shall be used during events. • Lights shall be shielded and directed so as not to spill outward from the elevator/stair towers and into adjacent areas. • Interior or exterior blinds shall be programmed to close on north-facing windows of buildings within the atrium from 10:00 p.m. to sunrise to prevent light from spilling outward. • Accent lighting within the atrium shall not be used to illuminate trees or vegetation. Alternatively, the applicant shall provide documentation to the satisfaction of a qualified biologist that the illumination of vegetation and/or structures within the atrium by accent lighting and/or up-lighting will not make these features more conspicuous to the human eye from any elevation outside the atrium compared to ambient conditions within the atrium. The biologist shall submit a report to the City following completion of the lighting design, documenting compliance with this requirement.				

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IMPACT BEING ADDRESSED: Impact BIO-6: Conflicts with Any Local Policies or Ordinances that Protect Biological Resources. The Project would result in conflicts with the Menlo Park Municipal Code. (Impact BIO-6)				
Implement *Mitigation Measures BIO-2.1, BIO-3.1 through BIO-3.3, and BIO-5.2*, above.	See above.	See above.	See above.	See above.
Geology and Soils				
IMPACT BEING ADDRESSED: Paleontological Resources. The Proposed Project could destroy a unique paleontological resource or site. (Impact GS-5)				
ConnectMenlo Mitigation Measure CULT-3: Conduct Protocol and Procedures for Encountering Paleontological Resources. In the event that fossils or fossil-bearing deposits are discovered during ground-disturbing activities anywhere in the City, excavations within a 50-foot radius of the find shall be temporarily halted or diverted. Ground disturbance work shall cease until a City-approved, qualified paleontologist determines whether the resource requires further study. The paleontologist shall document the discovery as needed (in accordance with Society of Vertebrate Paleontology standards [Society of Vertebrate Paleontology 1995]), evaluate the potential resource, and assess the significance of the find under the criteria set forth in CEQA Guidelines Section 15064.5. The paleontologist shall notify the appropriate agencies to determine the procedures that would be followed before construction activities would be allowed to resume at the location of the find. If avoidance is not feasible, the paleontologist shall prepare an excavation plan for mitigating the effect of construction activities on the discovery. The excavation plan shall be submitted to the City of Menlo Park for review and approval prior to implementation, and all construction activity shall adhere to the recommendations in the excavation plan.	Conduct protocol and procedures for encountering paleontological resources.	During construction, in the event that fossils or fossil-bearing deposits are discovered	Project Sponsor/ qualified paleontologist approved by CDD	CDD
Project Mitigation Measure PALEO-1: Conduct Worker Awareness Training. Before the start of any excavation or grading activities, the construction contractor will retain a qualified paleontologist, as defined by the SVP, who is experienced in teaching non-specialists. The qualified	Conduct worker awareness training.	Prior to any excavation or grading activities	Project Sponsor/ contractor(s)/ qualified paleontologist	CDD

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paleontologist will train all construction personnel who are involved with earthmoving activities, including the site superintendent, regarding the possibility of encountering fossils, the appearance and types of fossils that are likely to be seen during construction, and proper notification procedures should fossils be encountered. Procedures to be conveyed to workers include halting construction within 50 feet of any potential fossil find and notifying a qualified paleontologist, who will evaluate the significance. The qualified paleontologist will also make periodic visits during earthmoving in high sensitivity sites to verify that workers are following the established procedures.				
IMPACT BEING ADDRESSED: Cumulative Geology and Soil Impacts. Cumulative development would result in a less than significant cumulative impact to geology, soils, and seismicity, and thus the Proposed Project would not be a cumulatively considerable contributor to any significant cumulative impact to geology, soils, and seismicity. Cumulative development would result in a less-than-significant cumulative impact with mitigation to paleontological resources and the Proposed Project would not be a cumulatively considerable contributor to any significant cumulative impact. (Impact C-GS-1)				
Implement ConnectMenlo Mitigation Measure CULT-3, above.	See above.	See above.	See above.	See above.
Hydrology				
IMPACT BEING ADDRESSED: Water Quality. The Proposed Project could violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface water or groundwater quality. (Impact HY-1)				
Project Mitigation Measure HY-1.1: Implement Construction Dewatering Treatment (if necessary). If dewatering is needed to complete the Proposed Project, and if water from dewatering is discharged to a storm drain or surface water body, dewatering treatment may be necessary if groundwater exceeding water quality standards is encountered during excavation. Because there is potential for groundwater to be contaminated with VOCs or fuel products at the Project Site, the Project Sponsor would be required to comply with the San Francisco Bay Regional Water Board's VOC and Fuel General Permit (Order No. R2-2018-0050) if groundwater exceeding water quality standards is encountered.	Implement construction dewatering treatment if groundwater is encountered.	During construction (if necessary)	Project Sponsor/ contractor(s)	CDD

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If dewatering requires discharges to the storm drain system or other water bodies, the water shall be pumped to a tank and tested using grab samples and sent to a certified laboratory for analysis. If it is found that the water does not meet water quality standards, it shall be treated as necessary prior to discharge so that all applicable water quality objectives (as noted in Table 3.11-2) are met or it shall be hauled offsite instead for treatment and disposed of at an appropriate waste treatment facility that is permitted to receive such water. The water treatment methods selected shall remove contaminants in the groundwater to meet discharge permit requirements while achieving local and state requirements, subject to approval by the San Francisco Bay Regional Water Board. Methods may include retaining dewatering effluent until particulate matter has settled before discharging it or using infiltration areas, filtration techniques, or other means. The contractor shall perform routine inspections of the construction area to verify that water quality control measures are properly implemented and maintained, observe the water (i.e., check for discoloration or an oily sheen), and perform other sampling and reporting activities prior to discharge. The final selection of water quality control measures shall be submitted in a report to the San Francisco Bay Regional Water Board for approval prior to construction. If the results from the groundwater laboratory do not meet water quality standards and the identified water treatment measures cannot ensure that treatment meets all standards for receiving water quality, then the water shall be hauled offsite instead for treatment and disposal at an appropriate waste treatment facility that is permitted to receive such water.				
IMPACT BEING ADDRESSED: Conflict or Obstruct a Water Resource Management Plan. The Proposed Project could conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan. (Impact HY-5)				
Implement *Project Mitigation Measure HY-1.1*, above.	See above.	See above.	See above.	See above.
Hazards and Hazardous Materials				

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IMPACT BEING ADDRESSED: Upset and Accident Conditions Involving Hazardous Materials. The Proposed Project could create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment. (Impact HAZ-2)				
ConnectMenlo Mitigation Measure HAZ-4a: Environmental Site Management Plan. Construction of any site in the City with known contamination shall be conducted under a Project-specific Environmental Site Management Plan (ESMP) prepared in consultation with the Regional Water Quality Control Board (RWQCB) or the Department of Toxic Substances Control (DTSC), as appropriate. The purpose of the ESMP is to protect construction workers, the general public, the environment, and future site occupants from subsurface hazardous materials previously identified at the site and address the possibility of encountering unknown contamination or hazards in the subsurface. The ESMP shall summarize soil and groundwater analytical data collected on the site during past investigations; identify management options for excavated soil and groundwater, if contaminated media are encountered during deep excavations; and identify monitoring, irrigation, or wells that require proper abandonment in compliance with local, state, and federal laws, policies, and regulations. The ESMP shall include measures for identifying, testing, and managing soil and groundwater suspected of or known to contain hazardous materials. The ESMP shall 1) provide procedures for evaluating, handling, storing, testing, and disposing of soil and groundwater during excavation and dewatering activities, respectively; 2) describe required worker health and safety provisions for all workers who could be exposed to hazardous materials, in accordance with state and federal worker safety regulations; and 3) designate the personnel responsible for implementation of the ESMP.	Prepare an Environmental Site Management Plan.	During the building permit and site development review process and prior to permit issuance	Project Sponsor/ personnel designated in the ESMP	DTSC/ CDD

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Project Mitigation Measure HAZ-2.1: Phase I Environmental Site Assessment for the Willow Road Tunnel under Dumbarton Rail Corridor and Willow Road. For the offsite improvement in the area where the Willow Road Tunnel passes under the Dumbarton Rail Corridor and Willow Road, a Phase I ESA shall be performed by a licensed environmental professional. The Phase I ESA shall identify RECs at the site and indicate whether a Phase II ESA is required in order to evaluate contamination at the site.	Perform/obtain a Phase I Site Assessment for the Willow Road Tunnel.	Prior to construction of the Willow Road Tunnel	Project Sponsor/ licensed environmental professional	CDD
IMPACT BEING ADDRESSED: Exposure to Schools. The Proposed Project would not emit hazardous emissions or involve handling hazardous or acutely hazardous materials, substances, or waste within 0.25 mile of an existing or proposed school. (Impact HAZ-3)				
Implement *Project Mitigation Measure HAZ-2.1 and ConnectMenlo Mitigation Measure HAZ-4a*, above.	See above.	See above.	See above.	See above.
IMPACT BEING ADDRESSED: Cumulative Hazards and Hazardous Materials Impacts. Cumulative development would not result in a significant cumulative impact from hazards and hazardous materials, and the Proposed Project would not be a cumulatively considerable contributor to such a cumulative impact. (Impact C-HAZ-1)				
Implement *ConnectMenlo Mitigation Measure HAZ-4a*, above.	See above.	See above.	See above.	See above.
Tribal Cultural Resources				
IMPACT BEING ADDRESSED: Tribal Cultural Resources. The Proposed Project could cause a substantial adverse change in the significance of a tribal cultural resource, as defined in PRC Section 21074. (Impact TCR-1)				
Project Mitigation Measure TCR-1.1: Avoidance and Mitigation of Impacts **Plan Check** Prior to issuance of grading permits, the Project Sponsor shall ensure and the City shall verify that the applicable grading plans that require ground-disturbing excavation clearly indicate: • That there is potential for exposing buried cultural resources, including tribal cultural resources ("TCRs") and Native American burials; and • That excavations associated with soil remediation, removal of below grade utilities, and initial mass	Preservation in place of known tribal cultural resources through plan check and measures for the Core, Perimeter, High Sensitivity Area, and existing known reburials.	Prior to the issuance of grading permits (plan check and field manual) During construction (implement design measures and preservation)	Project Sponsor/ contractor(s)	CDD

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grading at the main Project Site and all ground disturbing activities within the Core and Perimeter (including the High Sensitivity Area) require the presence of an archaeological monitor and tribal monitor in accordance with the Archaeological and Tribal Cultural Resources Monitoring and Treatment Protocol and Plan ("ATMTPP"), as defined in Mitigation Measure TCR-1.2; and • That all ground disturbing activities require compliance with the ATMTPP. All archaeological site information supplied to the contractor shall be considered and marked confidential. Any no-disturbance zones shall be labelled as environmentally sensitive areas. Prior to issuance of grading permits for the Project, the Project Sponsor and City shall, with input from the tribes that engaged in consultation with the City on the Proposed Project pursuant to Assembly Bill 52 ("Consulting Tribes"), develop a non-confidential field manual summarizing the approved TCR mitigation measures and the approved ATMTPP requirements. This list shall be provided to all relevant personnel implementing TCR mitigation measures. Archeological and tribal monitors shall be invited to attend all tailgate safety meetings at which safety concerns and other pertinent information regarding current construction activities are presented. **<u>Measures for the Core</u>** The Project Sponsor shall avoid or mitigate ground-disturbing excavation in the Core as detailed below. • Ground disturbance into the existing culturally affected soil of the Core is prohibited. The following performance standards for capping, minimizing				

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construction loading, and preservation in place of the Core shall apply. **<u>Capping of Core</u>** • The Project Sponsor shall install a culturally sterile engineered cap of four to seven feet to cover the cultural deposits within the Core and preserve the Core in place. Tribal and archaeological monitoring shall be required during the installation of the fill cap on the Core. • Onsite soil material is suitable as fill material provided that it is processed to remove concentrations of organic material, debris, and particles greater than six inches in maximum dimension; oversized particles shall either be removed from the fill or broken down to meet the requirement. Imported fill material shall meet the above requirements and have a plasticity index of less than 20. Material used for engineered fill shall not contain or introduce contaminants in excess of applicable Department of Toxic Substances Control ("DTSC") Environmental Screening Levels ("ESLs"). Any TCR materials within the soil matrix that are identified as TCRs by a tribal monitor shall be treated in accordance with the ATMTPP and shall not be broken down or used in fill. • Construction activities shall be conducted in a manner that protects against penetration of the culturally affected soil within the Core and reduces the potential for disturbance from concentrated surface loads. The following measures shall be implemented within the Core during fill placement and any subsequent construction to reduce potential impacts on subsurface archaeological and cultural materials. o An elevation contour plan shall be created to guide the surface preparation necessary to place the fill cap				

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within the Core boundaries. The plan shall show the top of the culturally affected soil elevation to establish a six-inch-thick protection layer above the culturally affected soil layer, below which soil excavation or penetration shall not be permitted. o Tree root balls from trees removed within the Core boundary that have roots extending within an area 24 inches from the culturally affected soil layer shall be left in place. Stumps may be ground flat with the existing grade. o Clearing of surface vegetation within the Core boundary shall be performed through hand grubbing. o Ground surface preparation prior to fill placement within the Core boundary shall use relatively light equipment (3,000 to 5,000 pounds), such as a walk-behind roller, to densify the six-inch-thick protection material. The use of relatively light equipment reduces potential for densification below the buffer zone. o A layer of geogrid reinforcement shall be placed over the prepared ground surface within the Core boundary. Geogrid shall consist of a triaxial grid (e.g., TX140 or approved equivalent). A second layer of geogrid shall be placed to reinforce the engineered fill approximately 24 inches above the base geogrid layer. Geogrid shall be installed in accordance with the manufacturer's specifications. After placement of the geogrid, there shall be no soil disturbance in the Core below the top layer of geogrid. o Once the six-inch-thick protection layer has been prepared and the base reinforcement grid placed within the Core boundary, engineered fill may be placed in eight-inch lifts and compacted using a single-drum ride-on sheepsfoot roller. The roller shall not be parked or left stationary on the Core				

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overnight. If yielding subgrade is encountered in the base protection layer, the geotechnical consultant may recommend placement of additional layers of reinforcement within the engineered fill. This determination will be based on field observations during preparation of the ground surface. ○ To protect the culturally affected soil in the Core, construction and other transitory vehicle traffic (with the exception of the equipment necessary to place and compact the engineered fill) shall not be permitted over the Core until after engineered fill placement is complete to provide a buffer between mound material and concentrated vehicle loads. Once fill placement is complete, the culturally affected soil will be protected, but construction vehicles and construction equipment directly on the Core nonetheless shall continue to be limited to the minimum number necessary to complete construction of the Proposed Project. Vehicles shall not be left stationary or parked on the Core overnight. The contractor shall ensure that vehicles and equipment will not leak fuel or other liquids when operating on the Core. Leaking vehicles and equipment shall be promptly removed from the Core area and repaired before use is resumed on the Core. *Temporary Construction Loading at Core* The following measures shall be implemented within the Core during scaffold erection to reduce potential impacts on subsurface cultural materials: • Scaffolds placed on the Core shall be installed no earlier than three months after the engineered fill placement related to sea-level rise.				

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• Scaffolds shall use 16-foot square bases on top of the engineered fill cap. Minor leveling of the fill cap shall be allowed at each scaffold installation, but excavation or other penetrations into the fill surface shall not be permitted except for equipment or the temporary auxiliary structures needed to install the atrium frame and associated glass. There shall be no soil disturbance in the Core below the top layer of geogrid. • Scaffolds shall be removed promptly after installation and inspection of the framework and glass within the atrium to remove pressure from the engineered fill over the Core. *Post-Construction Preservation in Place at the Core* • Post-construction, there shall be no soil disturbance in the Core below the top layer of geogrid. Any surface structural elements, irrigation, utilities, and infrastructure shall be located only upon/within the engineered fill and shall not penetrate the top layer of geogrid. • The Project Sponsor shall comply with Mitigation Measure TCR-1.3, *Post-Construction Preservation in Place*. **Measures for the Perimeter** The Project Sponsor shall avoid or mitigate ground-disturbing excavation in the Perimeter Area as follows: • The Project Sponsor shall install a culturally sterile engineered cap of four to seven feet to cover the cultural deposits within the Perimeter. • Excavation through the cap shall follow the procedures in *Mitigation Measure TCR-1.2*. • Tribal monitoring shall be required during all ground disturbing site work in the Perimeter; provided that, once culturally affected soil has been removed, stockpiled, and treated in accordance with the ATMTPP, no additional tribal monitoring of ground disturbance is required in the area where such soil was removed.				

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<u>Measures for the High Sensitivity Area</u> The Project Sponsor shall avoid or mitigate ground-disturbing excavation in the High Sensitivity Area as follows: • For portions of the High Sensitivity Area located within the Core, the Project Sponsor shall comply with the mitigation measures for the Core identified above, including but not limited to the tribal monitoring provisions. • For portions of the High Sensitivity Area located within the Perimeter, the Project Sponsor shall comply with the mitigation measures for the Perimeter identified above, including but not limited to the tribal monitoring provisions. **<u>Measures for Existing Known Reburials</u>** • Existing known reburials shall be preserved in place. • Existing known reburials will be protected by a layer of geogrid prior to the placement of engineered fill. • Tribal monitoring in the vicinity of existing known reburials shall be required in accordance with the ATMTPP.				
Project Mitigation Measure TCR-1.2: Archaeological and Tribal Cultural Resource Monitoring and Treatment Protocol and Plan. The Project Sponsor and archaeological consultant, in consultation with the Consulting Tribes, shall develop an Archaeological and Tribal Cultural Resource Monitoring and Treatment Protocol and Plan ("ATMTPP") to guide archaeological and tribal cultural resource monitoring of ground-disturbing site work and provide for appropriate treatment of any archeological materials and tribal cultural resources exposed during construction, as described below. The ATMTPP will apply to the entire Project Site and all off-site Project improvements. In addition, specific protocols that pertain to the Core, Perimeter, and High Sensitivity Area will	Develop an ATMTPP to guide archaeological and tribal monitoring.	Prior to issuance of the first grading permit and any physical ground-disturbing activity	Project Sponsor/ approved archaeological consultant/ consulting tribe(s)	CDD

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be distinguished from general unanticipated discovery response procedures that apply in other areas. Tribal monitoring refers to the controlled observation and regulation of construction operations on or in the vicinity of a known or potentially significant tribal cultural resource to avoid, preserve in place, or mitigate impacts on the resource. The ATMTPP shall be developed in consultation with the Consulting Tribes and submitted to the City for review and approval prior to issuance of the first grading permit and any physical ground disturbing site work being allowed on the Project Site or for off-site Project improvements. The ATMTPP shall include, at a minimum: • Background information and context data on the Project Site, archeological resources, and tribal cultural resources. • Tribal monitoring requirements, including worker awareness training as specified below; a discussion of specific locations and the intensity of the monitoring effort for areas with potential for the discovery of archeological and tribal cultural materials; and anticipated personnel, including retention of California Native American tribal representative(s) from Consulting Tribes. • A requirement that tribal monitors from each Consulting Tribe be afforded the opportunity to be present at each location of ground disturbing site work that requires tribal monitoring pursuant to the Project mitigation measures and the ATMTPP, for the duration of such work, unless a Consulting Tribe agrees in writing that tribal monitoring is not needed by that tribe in that instance, or unless a Consulting Tribe fails to provide a monitor at the scheduled time, provided that adequate notice of the schedule was provided and documented. • Specific parameters for tribal monitoring, including the number of monitors from each Consulting Tribe based on number of simultaneous excavation locations, activities				

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
subject to monitoring (consisting of all excavations associated with soil remediation, removal of below grade utilities, and initial mass grading at the main Project Site and all ground disturbing activities within the Core), and activities not subject to monitoring (including all grading outside the Core subsequent to initial mass grading in areas that have been monitored by the Consulting Tribes and found to no longer contain tribal cultural resources, all foundation and building demolition, and all above ground or vertical build construction). • Identification of a tribal monitoring coordinator, whose responsibility is to ensure that communication between the construction team and monitors is clear, that schedules for monitoring are conveyed, and that monitoring tribes have a single point of contact, prior to the commencement of ground disturbing activities. • Protocols for discoveries during construction, consistent with modified ConnectMenlo EIR Mitigation Measure CULT-2a (see Section 3.8, Cultural Resources), including a requirement that any DPR forms required pursuant to ConnectMenlo EIR Mitigation Measure CULT-2a to be submitted to the Northwest Information Center to document a find of TCR, cultural resources, historical resources, or archaeological resources shall be completed and submitted no later than 120 days after completion of the Project. • Prehistoric era research design, including sampling level, study method documentation, and provisions, such as staffing and scheduling, for bringing the proposed research to fruition. • Detailed procedures regarding how to address significant discoveries made during construction, including a discussion of field and artifact analysis methods to be used.				

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
• Treatment of Native American human remains consistent with state law and recommendations of the NAHC-appointed Most Likely Descendant ("MLD") and Modified ConnectMenlo EIR Mitigation Measure CULT-4. • Laboratory methods, including artifact cataloging and special analyses. • Thresholds for decision making if there is a conflict among tribal or archeological monitors regarding the identification or treatment of TCRs. Specifically, if there is a conflict between the archeological monitor and the tribal monitors, deference shall be given to the preferences of the tribal monitors, subject to applicable law in the event of the discovery of Native American human remains, provided that those preferences do not require Project redesign or result in unreasonable construction delay. If there is a conflict among the tribal monitors, the soil containing the potential TCR will be evaluated in accordance with applicable law and, if appropriate, shall be stockpiled in accordance with the soil protocol in the ATMTPP while the disagreement is being resolved. • Provisions for reporting (e.g., Tribal Monitoring Closure Report) and artifact treatment in consultation with the Consulting Tribes in the event of significant finds. • Pre-designated confidential reburial area(s) that will serve to reinter any Native American human remains encountered during construction (excluding existing, known reburial sites, which shall be preserved in place pursuant to Mitigation Measure TCR-1.1) with appropriate level of privacy for visitation by the Consulting Tribes, in an area not open to the public. • Treatment protocols that detail the appropriate procedures, methods, and reports to be completed if significant archaeological or tribal cultural materials,				

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
including Native American burials, are encountered. The archeological significance of a resource shall not be determinative of whether the resource is a TCR, the level of impact to a TCR, or the significance of a TCR. • Soil treatment protocols that preserve cultural soil onsite where feasible, including: o Subject to the requirements of DTSC or other agencies with jurisdiction and the reasonable preferences of the MLD in accordance with applicable law, prohibiting the removal of cultural soil from the main Project Site. The determination of which soils are cultural soils shall be made by the tribal monitors. o Requiring only clean, engineered fill to be used on the main Project Site. Under no circumstances should soil from another culturally significant area be used on this Project Site. o The tribal monitors shall have the right to request that any cultural soils excavated from native soil on the main Project Site be relocated to an area on the main Project Site located away from the construction zone, where the tribal monitors shall be given the opportunity during active construction work hours to sift the cultural soil to identify and remove any tribal cultural items and Native American human remains, which tribal cultural items and Native American human remains shall be treated in accordance with the ATMTPP. Any tribal cultural resources obtained from sifting shall be reburied in the reburial area, subject to the reasonable preferences of the MLD in accordance with Public Resources Code Section 5097.98 and other applicable law. Any tribal monitors performing this work (1) must have the requisite training or experience to do so, including training				

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
or experience with regard to work in environmentally impacted soil (which shall include at a minimum HAZWOPR certification), and (2) shall be paid at the rate specified for this work in the applicable Tribal Monitoring Agreement. Following sifting and removal of TCRs, the soil can be reused at the same or a different location within the main Project Site. • Specifications for archeological and tribal cultural resources sensitivity training for construction workers and superintendents that meet the following standards: o Occurs prior to the start of any ground-disturbing activity or site work on the Project Site or for off-site improvements. o Training shall be required for all construction personnel participating in ground-disturbing construction to alert them to the archaeological and tribal cultural sensitivity of the area and provide protocols to follow in the event of a discovery of archaeological materials or tribal cultural resources. Training shall be provided en masse to such personnel at the start of construction of the Project, and training shall be repeated when new personnel participating in ground-disturbing site work start work. o Includes, for job site posting, a document ("ALERT SHEET") that summarizes the potential finds that could be exposed, the protocols to be followed, and the points of contact to alert in the event of a discovery that is presented as part of the training. o Requires the contractor to ensure that all workers requiring training are in attendance. o Requires training for all contractors and sub-contractors that is documented for each permit				

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
and/or phase of a permit that requires ground-disturbing activities onsite. o For work in the Core and the existing known reburial area, additional worker training shall also be required for workers who will work on the surface or who will drive directly over the Core or work in the existing known reburial area. • Work plan for the use of ground penetrating radar (GPR) and forensic canine detection (FCD) that meets the following standards: o Upon conclusion of building demolition and the removal of surface improvements within the Perimeter, the Project Sponsor shall retain a qualified team of FCD survey providers and a GPR operator to perform a survey of the Perimeter before grading, trenching, or other earthwork commences. o A minimum of seven calendar days prior to the FCD or GPR survey, the Project Sponsor or their designee shall notify the Consulting Tribes of the schedule to afford sufficient time to be present during the survey. Should the Consulting Tribe(s) choose not to attend, the FCD or GPR survey may continue as scheduled. Where the FCD or GPR survey will occur within 100 feet of known burials or reburials (which know reburials shall remain in place in accordance with Mitigation Measure TCR-1.1), use of the FCD or GPR and presence of tribal monitors shall be dictated by the MLD for those prior discoveries. o The results of the FCD and GPR surveys shall be provided to the Consulting Tribes within fourteen calendar days after completion of the survey reports. Measures to protect TCRs identified as a result of the surveys shall be implemented in accordance with the Project mitigation measures and ATMTPP.				

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
○ In the event of the discovery of Native American human remains other than known reburials, the procedures in Modified ConnectMenlo Mitigation Measure CULT-4 will apply. • Procedures for the event of an inadvertent discovery during construction, which require the archaeological and tribal monitors to review, identify, and evaluate TCRs to determine if a discovery is a historical resource and/or unique archaeological resource, or a TCR, under CEQA. These procedures shall include, at a minimum: ○ Criteria for identifying cultural soils. ○ Impose a stop work radius of 100 feet around the discovery; work can continue outside of the stop-work radius while the discovery is being addressed. If the archaeological and tribal monitors agree that the find does not constitute a TCR, work can resume immediately, and no notifications are required. ○ Notify the City, Consulting Tribes, and Project Sponsor within 24 hours of the discovery. ○ Complete a discovery form to document the location, nature, and condition of the discovery. ○ Consult on the discovery to determine appropriate treatment, which may include any combination of avoidance, preservation in place, rapid recovery and reburial, and/or documentation. In no circumstance other than the express written recommendation of the MLD shall Native American human remains be removed from the Project Site. Curation and data recovery shall not be allowed, unless curation or data recovery is (i) in compliance with the recommendation of the MLD for Native American human remains in accordance with Public Resources Code Section 5097.98 and other applicable law or, (ii) agreed upon by the tribal monitors per the protocols				

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
in the ATMTPP for TCRs that are not Native American human remains.				
Project Mitigation Measure TCR-1.3: Post-Construction Preservation in Place of Tribal Cultural Resources. Prior to the issuance of the first certificate of occupancy for any occupied building within the Campus District, the Project Sponsor shall record deed restrictions over the Core, confidential locations of existing known reburials, and the pre-designated reburial area ("Project Reburial Area") to restrict development or other activities identified in the deed restrictions that would disturb TCRs or Native American human remains in the future. The area included in the deed restrictions shall be described by a licensed surveyor prior to recording. Because archaeological and tribal cultural resource site locations are restricted from public distribution, the deed restrictions shall cite an "environmentally sensitive area." A copy of the recorded deed restrictions that include the Core and any pre-designated reburial site shall be provided to the City for retention in a confidential project file. A copy of the deed restrictions shall be provided to the Northwest Information Center of the California Historical Resources Information System. The restriction on the deed for the Core and Project Reburial Area shall prohibit the following activities directly on the Core or Project Reburial Area (excluding activities in cantilevered or spanned structural elements) after completion of construction of the Proposed Project, subject to applicable building code and life safety access requirements and necessary facilities maintenance, service, and repairs: • Active recreational activities and structures, including, but not limited to, sports, field games, running, biking, and play equipment. • Domesticated animals other than security/service animals. • Vehicles.	Post-construction preservation and recording of deed restrictions over the Core, known reburials, and Project Reburial Area.	Prior to the issuance of the first certificate of occupancy for any occupied building within the Campus District	Project Sponsor/ licensed surveyor	CDD

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
• Surface penetrations below the upper geogrid. • Altering the surface or general topography of the Core or Project Reburial Area except for maintenance of the engineered soil cap, landscaping, facilities, circulation, and utilities included within the cap. • In the unlikely event that any activity needs to occur below the area of the upper geogrid in the event of an emergency, the Consulting Tribes will be immediately notified and given a reasonable opportunity (consistent with the nature of the emergency) to have a tribal monitor present.				
Project Mitigation Measure TCR-1.4: Project Reburial Area Access. Within 30 days after the recording of the deed restrictions over the dedicated reburial area(s), the Project Proponent shall extend a written offer to the Consulting Tribes to execute a tribal access agreement to allow for permitted access to the Project Reburial Area for the purposes of tribal visitation, subject to the parameters below. The Project Proponent shall provide a copy of the offer letter and if accepted by the Consulting Tribe(s), the executed agreement(s), to the City for retention in a confidential Project file. This mitigation measures shall be considered satisfied upon delivery of the offer letter to the Consulting Tribes, even if the Consulting Tribe(s) declined to enter into the agreement. The owners' association shall manage the Project Reburial Area in accordance with the terms and conditions of the deed restrictions, access agreements, Project mitigation measures, and Project conditions of approval, subject to applicable building code and life safety access requirements and necessary facilities maintenance, service, and repairs. Access to the reburial area established for the Project will be controlled. The following conditions apply: • Access to the Project Reburial Area will be available following completion of construction of the Proposed Project, including the Project Reburial Area, subject to	Provide a written offer to execute a tribal access agreement for permitted access to the Project Reburial Area.	Within 30 days after the recording of the deed restrictions Following completion of construction and ongoing during operation of the Project	Project Sponsor/ owner's association /consulting tribe(s)	CDD

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
notification and access requirements to be specified in an access agreement. • Visitation shall comply with all rules applicable to publicly accessible open space within the Proposed Project except as otherwise specified in an access agreement. • Visitation shall not obstruct or otherwise interfere with the passage of vehicles or the operation of the facility. • Parking shall be limited to public parking spaces. • Visitation shall not include activities or uses that conflict with the deed restriction or reasonable preferences of the Most Likely Descendent; provided that the Project Proponent shall work in good faith to ensure that all Consulting Tribes are provided access to the Project Reburial Area in accordance with the terms of the access agreement. • Visitation shall not present a risk to human life or safety. • Visitation shall not include abandonment of materials or objects other than ceremonial, religious, or funerary offerings specified in an access agreement. • Visitation shall be subject to restriction as necessary to respond to any security threat, pandemic or similar health risk, or emergency condition. Visitation shall not be unreasonably restricted.				
IMPACT BEING ADDRESSED: Human Remains. The Proposed Project could disturb human remains, including those interred outside of dedicated cemeteries. (Impact TCR-2)				
Project Mitigation Measure TCR-2.1. Avoid and Preserve in Place Known Reburials. The locations of known previous reburials of Native American human remains shall be restricted from future ground disturbance, as required by Mitigation Measure TCR-1.3.	Avoid and preserve in place known reburials.	See above (Mitigation Measure TCR-1.3).	See above (Mitigation Measure TCR-1.3).	See above (Mitigation Measure TCR-1.3).

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
Mitigation Measure CULT-4: (Modified ConnectMenlo EIR). Comply with State Regulations Regarding the Discovery of Human Remains at the Project Site. Procedures of conduct following the discovery of human remains citywide have been mandated by Health and Safety Code Section 7050.5, Public Resources Code Section 5097.98, and the California Code of Regulations Section 15064.5(e) (CEQA). According to the provisions in CEQA, if human remains are encountered at the site, all work in the immediate vicinity of the discovery shall cease and necessary steps to ensure the integrity of the immediate area shall be taken. The San Mateo County Coroner shall be notified immediately. The coroner shall then determine whether the remains are Native American. If the coroner determines the remains are Native American, the coroner shall notify the NAHC within 24 hours, which will, in turn, notify the person the NAHC identifies as the Most Likely Descendant (MLD) in connection with any human remains. Further actions shall be determined, in part, by the desires of the MLD. The Project Sponsor, the Project archaeologist, and the MLD shall make all reasonable efforts to develop an agreement for the treatment, with appropriate dignity, of human remains and associated or unassociated funerary objects, including those associated with known and unknown Native American burial locations (CEQA Guidelines Section 15064.5[d]). The agreement should address appropriate actions for when remains are discovered, including excavation, removal, recordation, analysis, custodianship, and final disposition of the remains and associated or unassociated funerary objects. The MLD will have 48 hours to make recommendations regarding the disposition of the remains following notification from the NAHC of the discovery. If the MLD does not make recommendations within 48 hours, or the owner does not accept the recommendation of the MLD in accordance with Public Resources Code 5097.98(e), the owner	Comply with state regulations regarding the discovery of human remains at the Project Site.	Initiated after a find is made during construction, with regularly scheduled site inspections thereafter	Project Sponsor/ San Mateo County Coroner	CDD

WILLOW VILLAGE MASTER PLAN PROJECT MITIGATION MONITORING AND REPORTING PROGRAM				
Mitigation Measures	**Action**	**Timing**	**Implementing Party**	**Monitoring Party**
shall, with appropriate dignity, reinter the remains in an area of the property secure from further disturbance. Alternatively, if the owner does not accept the MLD's recommendations, the owner or the descendent may request mediation by the NAHC.				

From: Taylor, Cecilia <CTTaylor@menlopark.gov>
Sent: Friday, July 12, 2024 8:53 AM
To: Herren, Judi A <jaherren@menlopark.gov>
Cc: Murphy, Justin I C <JICMurphy@menlopark.gov>; Doherty, Nira F <NDoherty@bwslaw.com>
Subject: Request to call up a project

Hi Judi,
This past Monday, the planning commission approved the following:

F. Public Hearing

F1. Use permit and Architectural Control/Phillip King/1399 Willow Road:
Consider and adopt a resolution to approve a use permit and architectural control permit to demolish an existing service station and construct a new service station, including a convenience store and car wash, a use permit for 24-hour operations of the fueling pumps and convenience store, and a use permit for the sale of beer and wine for off-premises consumption (Type 20 Alcoholic Beverage Control License) with concurrent retailing of motor vehicle fuel, located in the C-2-S (Neighborhood Commercial, Special) zoning district; determine this action is consistent with the certified environmental impact report for the Willow Village Masterplan project. (Staff Report #24-030-PC)

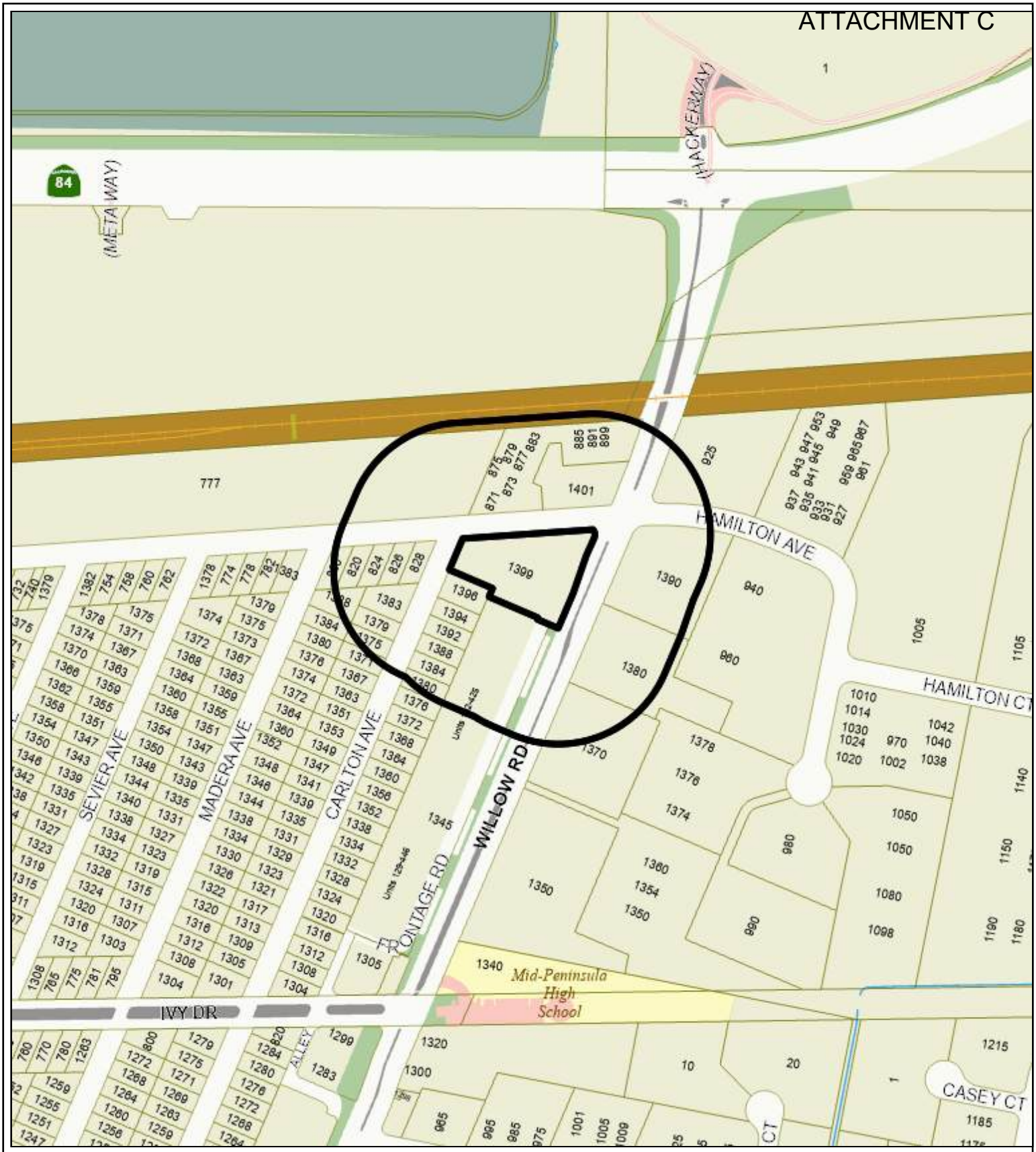
As a result of our environmental justice element and safety element draft, in addition to social health determinants, I am formally calling up this project. Several community members have already contacted me about their concerns. This project was also a topic at the Belle Haven Empowered meeting. Some residents are already concerned about their health and safety with a gas station in the neighborhood, relocating gas tanks, adding alcohol, traffic impacts at Hamilton/Willow and the overall quality of life impacts.

Please let me know next steps.

I appreciate your time.

All the best,
Cecilia Taylor
650-589-5073
Cttaylor@menlopark.gov

Cecilia Taylor
Mayor
City Hall - 2nd Floor
701 Laurel St.
tel 650-589-5073
menlopark.gov



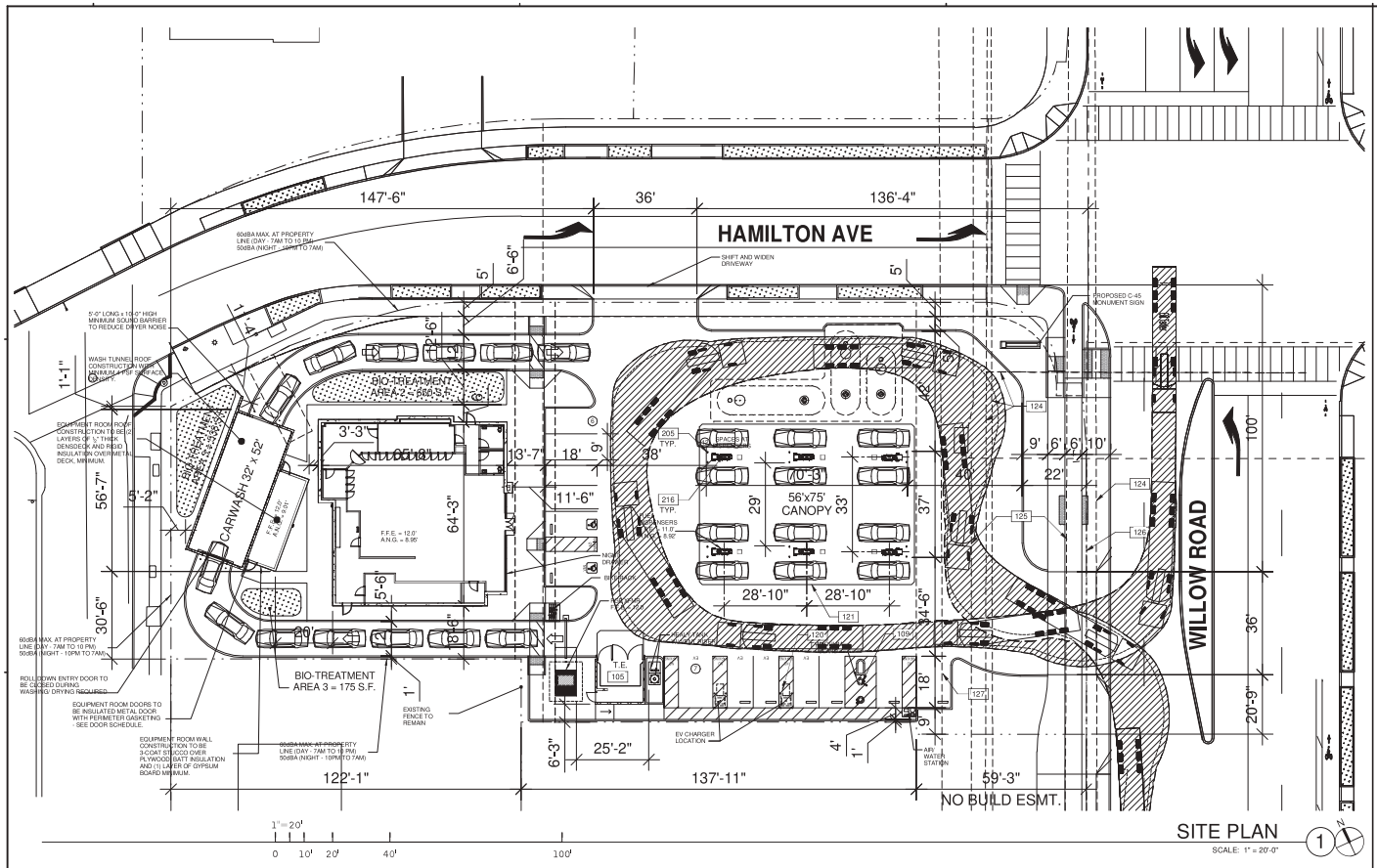
City of Menlo Park

Location Map
1399 WILLOW ROAD

CITY OF MENLO PARK

Scale: 1:4,000 | Drawn By: CRT | Checked By: KTP | Date: 8/27/2024 | Sheet: 1

CAUTION: IF THIS SHEET IS NOT 24"x36" IT IS A REDUCED PRINT



KEYNOTES:

SEE SHEET A0.2 FOR GENERAL NOTES

105	TRASH ENCLOSURE WITH RECYCLE BIN.
109	VACUUM ISLAND.
120	CONDUIT STUB FOR FUTURE E.V. CHARGER/PARKING SPACE.
121	OUTLINE OF CANOPY ABOVE.
124	EXISTING UNDERGROUND TELECOM LINE.
125	EXISTING UNDERGROUND ELECTRICAL LINE.
126	EXISTING UNDERGROUND GAS LINE.
127	EXISTING UNDERGROUND WATER LINE.
205	6" DIA. STEEL BOLLARD W/ WELDED STEEL TOP, FILL WITH CONCRETE, PAINT WHITE (WH-835), AND ADD GUARD POST DECAL (DCL #236B).
216	MULTI-PRODUCT FUEL DISPENSER.
221	CMU WALL WITH PLASTER FINISH, PAINT TO MATCH BUILDING (SHADED WHISPER)
222	6" HIGH CONCRETE CURB

NOTE: PUBLIC IMPROVEMENTS DESIGNED AND CONSTRUCTED BY OTHERS

PROJECT DATA

ZONING:	C-2-S
APN:	055395090
SITE AREA: GROSS:	0.98 AC 42,495 SF
BUILDING FOOTPRINT:	4,452 SF
CARWASH FOOTPRINT:	1,481 SF
TOTAL FOOTPRINT:	5,933 SF
COVERAGE: GROSS:	12.06%

PARKING SUMMARY

TOTAL STALLS PROVIDED:	25
ACCESSIBLE STALLS:	
STANDARD	1
VAN	1
STANDARD STALLS:	18
EV CHARGING STALLS:	4

LEGEND

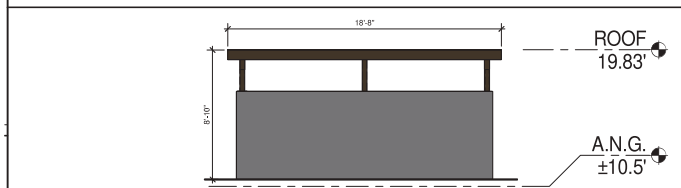
MATERIALS:

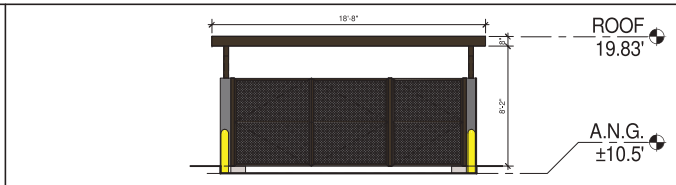
- EXTERIOR, SMOOTH PLASTER FINISH WITH INTEGRAL COLOR OVER STUD WALL
- DARK BRONZE ANODIZED ALUMINUM (STOREFRONT SYSTEM & CANOPIES, METAL ROOF, MECHANICAL SCREEN)
- EXPOSED CAST IN PLACE CONCRETE
- COMPOSITE RAIN SCREEN SIDING, WOOD LOOK

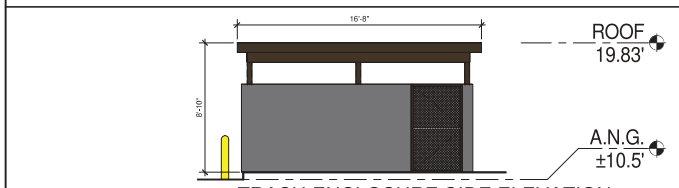
COLORS:

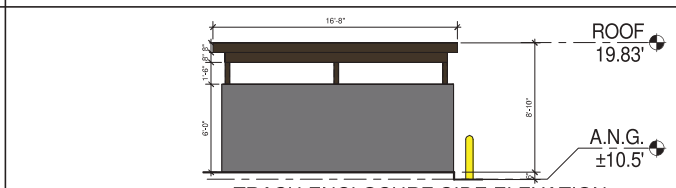
PROVIDE 6'-0" WIDE PAINT COLOR MOCK-UP FULL HEIGHT OF BUILDING FOR OWNER/ARCHITECT REVIEW.

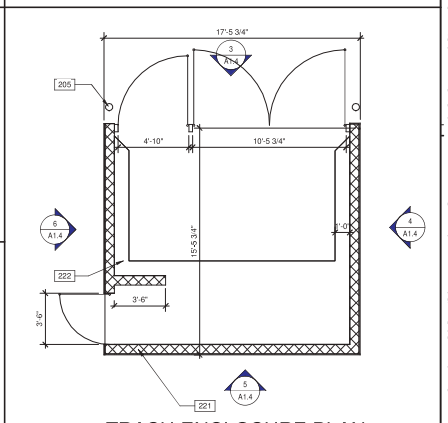
- BASE COLOR: SHADED WHISPER - PPG0995-1
- SECONDARY COLOR: STATUE GARDEN - PPG0996-3
- ACCENT COLOR: RUM PUNCH - PPG1190-7











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DECEASED ARCHITECT LAUREN YARY 24838 REGISTERED STATE OF CALIFORNIA

Chevron FACILITY ID# 20-7718
1399 WILLOW ROAD
MENLO PARK, CA 94025

PROPOSED SITE PLAN

DATE	REMARKS
09.12.2022	Planning Submittal
06.30.2023	Planning Resubmittal #1
09.06.2023	Planning Resubmittal #2
01.10.2024	Planning Resubmittal #3
02.12.2024	Planning Resubmittal #4

PA/PM:	P. KING
DRAWN BY.:	J.D./S.K.
JOB NO.:	SNR21-0033-00

SHEET A1.4

2/13/2024 1:16:12 PM

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

HAZARDOUS MATERIALS INFORMATION FORM

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

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

   Fuel Tanks:
   Regular Unleaded Gasoline (87 Octane) - Petroleum Hydrocarbons (20,000 GAL)
   Supreme Unleaded Gasoline (91 Octane) - Petroleum Hydrocarbons (15,000 GAL)
   R95 - Renewable Diesel Biodiesel Blend (12,000 GAL)
   SEE ATTACHED HMBP For Existing Site which will be inline with the New Store Operations, only change is the increase from existing 10000 Gallon Diesel to 12000 Gallon Diesel tank size.

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

   SEE ATTACHED HMBP - Pages 17 thru 20

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

   SEE ATTACHED HMBP

   Car Wash: Pages 8 thru 10
   Trash Enclosure: Pages 14 & 15

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

   SEE ATTACHED HMBP - Pages 17 thru 20

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

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

   SEE ATTACHED HMBP - Pages 17 thru 21

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

   SEE ATTACHED HMBP - Page 21

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

   SEE ATTACHED HMBP - Pages 17 thru 20

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

   SEE ATTACHED HMBP - Pages 17 thru 20

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

   Stanford Medical Center - 300 Pasteur Dr., Palo Alto, CA, 94304 - PH: 650-723-4000

Retail HES Permit Desk

Chevron Products Company
(A Division of Chevron U.S.A. Inc.)
P.O. Box 6004,
San Ramon, CA 94583
Tel 925 842 9002
Fax 925 842 9585
PermitDesk@chevron.com

Date: 2/26/2024

Chevron Station# 207718
1399 Willow Road
Menlo Park, CA 94025

Station Manager:

Please find the following updated CUPA forms:

Enclosed Forms:	**Place Form in**
• Hazardous Materials Business Plan (HMBP)	Red Emergency Response Binder

Copies of these forms have been submitted to your local CUPA/UST Agency. Please place the Hazardous Materials Business Plan forms in the Emergency Response Binder. See the attached instructions.

If you have any questions, please do not hesitate to contact me at **925-842-9002.**

Sincerely,

Charles Bittle

Charles Bittle
Chevron Retail HES

HES Permit Desk

Chevron Products Company
(A Division of Chevron U.S.A. Inc.)
P.O. Box 6004,
San Ramon, CA 94583
Tel 925 842 9002
Fax 925 842 9585
PermitDesk@chevron.com

Date: 02/26/2024

HAZARDOUS MATERIALS BUSINESS PLAN
STATION HMBP INSTRUCTIONS

Station Operator:

Enclosed please find the Certified Unified Program Agency **updated** **H**azardous **M**aterials **B**usiness **P**lan (**HMBP**) that has been submitted for your station to your Underground Storage Tank permitting agency. The plan contains the following:

1. Owner/Operator Identification page;
2. Hazardous Material Chemical Inventory; and
3. Site Specific Emergency Response Procedures

PLEASE REVIEW THE INFORMATION AND FOLLOW THESE INSTRUCTIONS:

1. **REMOVE** the previous plan from the Emergency Response Binder and discard.

2. **PLACE** the **new plan** in your Emergency Response Binder and store near the telephone at the cashier area.

3. **FILL IN** your **NAME** and after hours **PHONE NUMBER** in the box provided on the page entitled "Emergency Response Procedures."

4. **TRAIN ALL EMPLOYEES ON THE FOLLOWING (Ensure Designated Operator trains all Employees Annually and document on the HMBP Training Log):**
   - Hazardous Materials Business Plan
   - Chemical Inventory
   - Emergency Response Procedures - Steps to Shut Down and Evacuate

5. **DOCUMENT** the employee training on the Training Log.

If you have any questions, please contact your designated Retail HES Specialist.

Thank you.

HES Permit Desk

Chevron Products Company
(A Division of Chevron U.S.A. Inc.)
P.O. Box 6004,
San Ramon, CA 94583
Tel 925 842 9002
Fax 925 842 9585
PermitDesk@chevron.com

HAZARDOUS MATERIALS BUSINESS PLAN
EMERGENCY RESPONSE BINDER DOCUMENT INVENTORY

Please place the materials is in your Emergency Response binder in the following order:

1. EMERGENCY RESPONSE PROCEDURES - Steps to Shut-Down and Evacuate;
2. SITE SPECIFIC EMERGENCY RESPONSE & TRAINING PLAN;
3. FIRST AID PROCEDURES for EXPOSURE TO GASOLINE AND DIESEL;
4. SITE MAP;
5. HAZARDOUS MATERIALS BUSINESS PLAN (HMBP) - Title Cover Page
   - Please be sure to note the following:
     - BUSINESS OWNER/OPERATOR IDENTIFICATION
     - HAZARDOUS MATERIALS INVENTORY – CHEMICAL DESCRIPTION
6. HMBP & EMERGENCY RESPONSE EMPLOYEE TRAINING LOG
   - Please be sure to complete the following:
     - **FILL IN** your **NAME** and after hours **TELEPHONE NUMBER** in Step #7 of the "Steps to Shut-Down and Evacuate" provided on the page entitled "Emergency Response Procedures."
     - **TRAIN** ALL YOUR EMPLOYEES ON THE **NEW** HMBP AND **DOCUMENT** THE TRAINING ON THE **EMPLOYEE TRAINING LOG**.
     - **DISCARD** your previous HMBP.

If you have any questions, please contact your designated Retail HES Specialist.

Thank you

CHEVRON PRODUCTS COMPANY

P.O. BOX 6004
SAN RAMON, CA 94583
(925) 842-9002

CALIFORNIA
Certified Unified Program Agency
HAZARDOUS MATERIALS
BUSINESS PLAN

HMBP 2024-2025

Chevron Station# 207718
1399 WILLOW ROAD
MENLO PARK, CA 94025
650-329-9214

FOR POSTING IN THE EMERGENCY RESPONSE BINDER
NEAR THE CASHIER AREA PHONE

BELLE HAVEN CHEVRON (CERSID: 10067494)

Facility Information **Submitted Feb 26, 2024**

Submitted on 2/26/2024 10:57:14 AM by *Charles Bittle* of Chevron Products Company (A Division of Chevron U.S.A. Inc.) (San Ramon)
Comments by Submitter: Annual HMBP submittal. Updated Facility Name to include the Chevron Facility Number and to match corporate naming structure (no ownership changes). If you have questions or if further action is necessary, please contact Charles Bittle at cbittle@chevron.com or call 925-842-9643. Thank you

- Business Activities
- Business Owner/Operator Identification

Guidance Messages

- **Warning:**
  1. Business Activities - The Facility Name for CERSID: 10067494 has changed from: 'BELLE HAVEN CHEVRON' to 'CHEVRON STATION# 207718/1717'.

Hazardous Materials Inventory **Submitted Feb 26, 2024**

Submitted on 2/26/2024 10:57:14 AM by *Charles Bittle* of Chevron Products Company (A Division of Chevron U.S.A. Inc.) (San Ramon)
Comments by Submitter: Annual HMBP submittal. No changes for Inventory. If you have questions or if further action is necessary, please contact Charles Bittle at cbittle@chevron.com or call 925-842-9643. Thank you

- Hazardous Material Inventory (17)
- Site Map (Official Use Only)
  - *Annotated Site Map (Official Use Only)* (Adobe PDF, 225KB)

Emergency Response and Training Plans **Submitted Feb 26, 2024**

Submitted on 2/26/2024 10:57:14 AM by *Charles Bittle* of Chevron Products Company (A Division of Chevron U.S.A. Inc.) (San Ramon)
Comments by Submitter: Annual HMBP submittal. No changes for ER & Training Plans. If you have questions or if further action is necessary, please contact Charles Bittle at cbittle@chevron.com or call 925-842-9643. Thank you

- Emergency Response/Contingency Plan
  - *Emergency Response/Contingency Plan* (Adobe PDF, 163KB)
- Employee Training Plan
  - *Employee Training Plan* (Adobe PDF, 123KB)

Underground Storage Tanks **Submitted Feb 26, 2024**

Submitted on 2/26/2024 10:57:14 AM by *Charles Bittle* of Chevron Products Company (A Division of Chevron U.S.A. Inc.) (San Ramon)
Comments by Submitter: Annual HMBP submittal. No changes for UST Information. If you have questions or if further action is necessary, please contact Charles Bittle at cbittle@chevron.com or call 925-842-9643. Thank you

- UST Facility Operating Permit Application
- UST Tank Information/Monitoring Plan - Tank ID #3 - CERS Tank ID #10067494-003
- UST Tank Information/Monitoring Plan - Tank ID #2 - CERS Tank ID #10067494-002
- UST Tank Information/Monitoring Plan - Tank ID #1 - CERS Tank ID #10067494-001
- UST Monitoring Site Plan
  - *UST Monitoring Site Plan* (Adobe PDF, 225KB)
- UST Certification of Financial Responsibility
  - *UST Certification of Financial Responsibility* (Adobe PDF, 45KB)
- UST Response Plan
  - *UST Response Plan* (Adobe PDF, 339KB)
- UST Owner/Operator: Written Agreement
  - EXEMPT BECAUSE STATION IS COMPANY OWNED AND COMPANY OPERATED (COCO)
- UST Letter from Chief Financial Officer
  - *UST Letter from the Chief Financial Officer* (Adobe PDF, 457KB)
- Owner Statement of Designated UST Operator Compliance
  - *UST Statement of Understanding and Compliance Form* (Adobe PDF, 574KB)
  - *Owner Statement of Designated UST Operator Compliance* (Adobe PDF, 650KB)

Site Identification

CHEVRON STATION# 207718/1717
1399 WILLOW RD
MENLO PARK, CA 94025
County
San Mateo

CERS ID
10067494
EPA ID Number
CAR000130153

Submittal Status

Submitted on 2/26/2024 by *Charles Bittle* of Chevron Products Company (A Division of Chevron U.S.A. Inc.) (San Ramon)
Comments by submitter: Annual HMBP submittal. Updated Facility Name to include the Chevron Facility Number and to match corporate naming structure (no ownership changes). If you have questions or if further action is necessary, please contact Charles Bittle at cbittle@chevron.com or call 925-842-9643. Thank you

Hazardous Materials

Does your facility have on site (for any purpose) at any one time, hazardous materials at or above 55 gallons for liquids, 500 pounds for solids, or 200 cubic feet for compressed gases (include liquids in ASTs and USTs); or is regulated under more restrictive inventory local reporting requirements (shown below if present); or the applicable Federal threshold quantity for an extremely hazardous substance specified in 40 CFR Part 355, Appendix A or B; or handle radiological materials in quantities for which an emergency plan is required pursuant to 10 CFR Parts 30, 40 or 70?	**Yes**

Underground Storage Tank(s) (UST)

Does your facility own or operate underground storage tanks?	**Yes**

Hazardous Waste

Is your facility a Hazardous Waste Generator?	**Yes**
Does your facility treat hazardous waste on-site?	**No**
Is your facility's treatment subject to financial assurance requirements (for Permit by Rule and Conditional Authorization)?	**No**
Does your facility consolidate hazardous waste generated at a remote site?	**No**
Does your facility need to report the closure/removal of a tank that was classified as hazardous waste and cleaned on-site?	**No**
Does your facility generate in any single calendar month 1,000 kilograms (kg) (2,200 pounds) or more of federal RCRA hazardous waste, or generate in any single calendar month greater than 1 kg (2.2 pounds) of RCRA acute hazardous waste; or generate more than 100 kg (220 pounds) of spill cleanup materials contaminated with RCRA acute hazardous waste.	**No**
Is your facility a Household Hazardous Waste (HHW) Collection site?	**No**

Excluded and/or Exempted Materials

Does your facility recycle more than 100 kg/month of excluded or exempted recyclable materials (per HSC 25143.2)?	**No**

Aboveground Petroleum Storage

Does your facility own or operate aboveground petroleum storage tanks or containers AND: * have a total aboveground petroleum storage capacity of 1,320 gallons or more, OR * have one or more petroleum tanks in an underground area?	**No**

Regulated Substances

Does your facility have Regulated Substances stored onsite in quantities greater than the threshold quantities established by the California Accidental Release prevention Program (CalARP)?	**No**

Additional Information

No additional comments provided.

Facility/Site

CHEVRON STATION# 207718/1717
1399 WILLOW RD
MENLO PARK, CA 94025

CERS ID
10067494

Submittal Status

Submitted on 2/26/2024 by *Charles Bittle* of Chevron Products Company (A Division of Chevron U.S.A. Inc.) (San Ramon)
Comments by submitter: Annual HMBP submittal. Updated Facility Name to include the Chevron Facility Number and to match corporate naming structure (no ownership changes). If you have questions or if further action is necessary, please contact Charles Bittle at cbittle@chevron.com or call 925-842-9643. Thank you

Identification

CHEVRON PRODUCTS COMPANY (A DIVISION OF CHEVRON U.S.A. INC)

Operator Phone	Business Phone	Business Fax
(650) 329-9214	(650) 329-9214	

Beginning Date	Ending Date	
3/1/2024	3/1/2025	
Dun & Bradstreet	**SIC Code**	**Primary NAICS**
009140559	5541	447110

Facility/Site Mailing Address

P.O. BOX 6004, ATTN: PERMIT DESK
SAN RAMON, CA 94583

Primary Emergency Contact

MANAGER
Title
STAFF

Business Phone	24-Hour Phone	Pager Number
(650) 329-9214	(925) 842-9002	

Owner

CHEVRON PRODUCTS COMPANY (A DIVISION OF CHEVRON U.S.A. INC)
(925) 842-9002
P.O. BOX 6004, ATTN: PERMIT DESK
SAN RAMON, CA 94583

Secondary Emergency Contact

CHEVRON PRODUCTS COMPANY(A DIVISION OF CHEVRON U.S.A. INC)
Title
STAFF

Business Phone	24-Hour Phone	Pager Number
(800) 231-0623	(925) 766-5094	

Billing Contact

CHEVRON PRODUCTS COMPANY (A DIVISION OF CHEVRON U.S.A. INC)
(925) 842-9002 PERMITDESK@CHEVRON.COM
P.O. BOX 6004, ATTN: PERMIT DESK
SAN RAMON, CA 94583

Environmental Contact

CHEVRON PRODUCTS COMPANY (A DIVISION OF CHEVRON U.S.A. INC)
(925) 842-9002 PERMITDESK@CHEVRON.COM
P.O. BOX 6004, ATTN: PERMIT DESK
SAN RAMON, CA 94583

Name of Signer	Signer Title	Document Preparer
CHARLES BITTLE	RETAIL HSE SPECIALIST	CHARLES BITTLE

Additional Information

Locally-collected Fields

Some or all of the following fields may be required by your local regulator(s).

Property Owner

CHEVRON PRODUCTS COMPANY (A DIVISION OF CHEVRON U.S.A. INC)
Phone
(925) 842-9002
Mailing Address
P.O. BOX 6004, ATTN: PERMIT DESK
SAN RAMON, CA 94583

Assessor Parcel Number (APN)

Number of Employees

Facility ID
41-000-025160

Hazardous Materials And Wastes Inventory Matrix Report

CERS Business/Org. **Chevron Products Company (A Division of Chevron U.S.A. Inc.)**
Facility Name **BELLE HAVEN CHEVRON**
1399 WILLOW RD, MENLO PARK 94025

Chemical Location **Carwash Building**

CERS ID **10067494**
Facility ID **41-000-025160**
Status **Submitted** on 2/26/2024 10:57 AM

DOT Code/Fire Haz. Class	Common Name	Unit	Quantities: Max. Daily	Quantities: Largest Cont.	Quantities: Avg. Daily	Annual Waste Amount	Federal Hazard Categories	Hazardous Components (For mixture only): Component Name	% Wt	EHS	CAS No.
DOT: 8 - Corrosives (Liquids and Solids) Corrosive	**Alkaline Presoak 105 - Carwash Maintenance Product** CAS No Mixture	**Gallons** State Liquid Type Mixture	**60** Storage Container Plastic/Non-metalic Drum Days on Site: 365	**30**	30 Pressue Ambient Temperature Ambient	0 Waste Code	- Physical Flammable - Health Carcinogenicity - Health Acute Toxicity - Health Skin Corrosion Irritation - Health Serious Eye Damage Eye Irritation - Health Specific Target Organ Toxicity	Water Potassium Hydroxide 2-Butoxy Ethanol Tetrasodium EDTA D-Glucopyranose, oligomeric, decyl octyl			7732-18-5 1310-58-3 111-76-2 64-02-8 68515-73-1
Corrosive	**Citrus Sealant 601 - Carwash Maintenance Product** CAS No Mixture	**Gallons** State Liquid Type Mixture	**30** Storage Container Plastic/Non-metalic Drum Days on Site: 365	**15**	15 Pressue Ambient Temperature Ambient	0 Waste Code	- Physical Flammable - Health Acute Toxicity - Health Skin Corrosion Irritation - Health Respiratory Skin Sensitization - Health Serious Eye Damage Eye Irritation - Health Aspiration Hazard	Water Mixed Petroleum Hydrocarbons Dialkyl Quaternary Ammonium Chloride 2-Butoxy Ethanol Isopropyl alcohol			7732-18-5 64741-44-2 61789-77-3 111-76-2 67-63-0
Corrosive	**Low pH Cleaner 204 - Carwash Maintenance Product** CAS No Mixture	**Gallons** State Liquid Type Mixture	**60** Storage Container Plastic/Non-metalic Drum Days on Site: 365	**30**	30 Pressue Ambient Temperature Ambient	0 Waste Code	- Physical Flammable - Health Skin Corrosion Irritation - Health Respiratory Skin Sensitization - Health Serious Eye Damage Eye Irritation	Water Oxalic Acid Quaternary ammonium compounds, coco, alkylbis (hydroxyethyl)methyl, ethoxylated, chlorides 2-Butoxy Ethanol Alkylbenzenesulfonic acid			7732-18-5 6153-56-6 61791-10-4 111-76-2 68584-22-5

Hazardous Materials And Wastes Inventory Matrix Report

CERS Business/Org. **Chevron Products Company (A Division of Chevron U.S.A. Inc.)**
Facility Name **BELLE HAVEN CHEVRON**
1399 WILLOW RD, MENLO PARK 94025

Chemical Location **Carwash Building**

CERS ID **10067494**
Facility ID **41-000-025160**
Status **Submitted** on 2/26/2024 10:57 AM

DOT Code/Fire Haz. Class	Common Name	Unit	Quantities: Max. Daily	Largest Cont.	Avg. Daily	Annual Waste Amount	Federal Hazard Categories	Hazardous Components (For mixture only): Component Name	% Wt	EHS	CAS No.
Corrosive	**Super Sealant 600 - Carwash Maintenance Product** CAS No Mixture	**Gallons** State Liquid Type Mixture	**30** Storage Container Plastic/Non-metalic Drum Days on Site: 365	**15**	15 Pressue Ambient Temperature Ambient	0 Waste Code	- Physical Flammable - Health Skin Corrosion Irritation - Health Serious Eye Damage Eye Irritation	Water Mixed Petroleum Hydrocarbons Dialkyl Quaternary Ammonium Chloride 2-Butoxy Ethanol Fragrance			7732-18-5 64741-44-2 61789-77-3 111-76-2 Not Listed
DOT: 8 - Corrosives (Liquids and Solids) Corrosive	**Tri Color Blue 501 - Carwash Maintenance Product** CAS No Mixture	**Gallons** State Liquid Type Mixture	**30** Storage Container Plastic/Non-metalic Drum Days on Site: 365	**15**	15 Pressue Ambient Temperature Ambient	0 Waste Code	- Health Skin Corrosion Irritation - Health Serious Eye Damage Eye Irritation	Water Sodium Alpha Olefin Sulfonate Carnauba Wax			7732-18-5 68439-57-6 8015-86-9
DOT: 8 - Corrosives (Liquids and Solids) Corrosive	**Tri Color Yellow 503 - Carwash Maintenance Product** CAS No Mixture	**Gallons** State Liquid Type Mixture	**30** Storage Container Plastic/Non-metalic Drum Days on Site: 365	**15**	15 Pressue Ambient Temperature Ambient	0 Waste Code	- Health Skin Corrosion Irritation - Health Serious Eye Damage Eye Irritation	Water Sodium Dodecylbenzene Sulfonate Carnauba Wax			7732-18-5 25155-30-0 8015-86-9
DOT: 8 - Corrosives (Liquids and Solids) Corrosive	**Tri Color Red 502 - Carwash Maintenance Product** CAS No Mixture	**Gallons** State Liquid Type Mixture	**30** Storage Container Plastic/Non-metalic Drum Days on Site: 365	**15**	15 Pressue Ambient Temperature Ambient	0 Waste Code	- Health Skin Corrosion Irritation - Health Serious Eye Damage Eye Irritation	Water Sodium Alpha Olefin Sulfonate Carnauba Wax			7732-18-5 68439-57-6 8015-86-9
Corrosive	**Alkaline Body Shampoo 300 - Carwash Maintenance Product** CAS No Mixture	**Gallons** State Liquid Type Mixture	**60** Storage Container Plastic/Non-metalic Drum Days on Site: 365	**30**	30 Pressue Ambient Temperature Ambient	0 Waste Code	- Physical Flammable - Health Skin Corrosion Irritation - Health Serious Eye Damage Eye Irritation	Water Sodium Dodecylbenzene Sulfonate Sodium Alpha Olefin Sulfonate Polyoxyethylene Decyl Phosphate Sodium Xylene Sulfonate			7732-18-5 25155-30-0 68439-57-6 68458-48-0 1300-72-7
DOT: 8 - Corrosives (Liquids and Solids) Corrosive	**MKVII Shinetecs Tri-Foam Purple - Carwash Maintenance Product** CAS No Mixture	**Gallons** State Liquid Type Mixture	**30** Storage Container Plastic/Non-metalic Drum Days on Site: 365	**15**	15 Pressue Ambient Temperature Ambient	0 Waste Code	- Health Skin Corrosion Irritation - Health Serious Eye Damage Eye Irritation	Water Alcohols, C9-11, ethoxylated Cocamidopropyl betaine 2-Butoxyethanol Di(coco alkyl) dimethyl ammonium chloride			7732-18-5 68439-46-3 61789-40-0 111-76-2 61789-77-3

Hazardous Materials And Wastes Inventory Matrix Report

CERS Business/Org.	**Chevron Products Company (A Division of Chevron U.S.A. Inc.)**	Chemical Location	CERS ID **10067494**
Facility Name	**BELLE HAVEN CHEVRON**	**Front left of store**	Facility ID **41-000-025160**
	1399 WILLOW RD, MENLO PARK 94025		Status **Submitted** on 2/26/2024 10:57 AM

DOT Code/Fire Haz. Class	Common Name	Unit	Quantities: Max. Daily	Quantities: Largest Cont.	Quantities: Avg. Daily	Annual Waste Amount	Federal Hazard Categories	Hazardous Components (For mixture only): Component Name	% Wt	EHS	CAS No.
DOT: 2.1 - Flammable Gases	**Propane**	**Gallons**	**210**	**5**	105	0	- Physical	Propane	100%		74-98-6
	CAS No	State	Storage Container		Pressue	Waste Code	Flammable	Ethane	5%		74-84-0
Flammable Gas	Mixture	Liquid	Cylinder		> Ambient		- Physical Gas	Propylene	10%		115-07-1
		Type			Temperature		Under Pressure	Butanes	3%		Various
		Mixture	Days on Site: 365		< Ambient			Ethyl Mercaptans			75-08-1

Hazardous Materials And Wastes Inventory Matrix Report

CERS Business/Org. **Chevron Products Company (A Division of Chevron U.S.A. Inc.)**
Facility Name **BELLE HAVEN CHEVRON**
1399 WILLOW RD, MENLO PARK 94025

Chemical Location **Inside Store**

CERS ID **10067494**
Facility ID **41-000-025160**
Status **Submitted** on 2/26/2024 10:57 AM

DOT Code/Fire Haz. Class	Common Name	Unit	Quantities Max. Daily	Largest Cont.	Avg. Daily	Annual Waste Amount	Federal Hazard Categories	Hazardous Components (For mixture only) Component Name	% Wt	EHS	CAS No.
DOT: 2.2 - Nonflammable Gases	**Carbon Dioxide (CO2)** CAS No 124-38-9	**Gallons** State Liquid Type Pure	**33** Storage Container Cylinder Days on Site: 365	**33**	16 Pressue > Ambient Temperature Cryogenic	0 Waste Code	- Physical Gas Under Pressure - Health Hazard Not Otherwise Classified	Carbon Dioxide	100%		124-38-9

Hazardous Materials And Wastes Inventory Matrix Report

CERS Business/Org. **Chevron Products Company (A Division of Chevron U.S.A. Inc.)**
Facility Name **BELLE HAVEN CHEVRON**
1399 WILLOW RD, MENLO PARK 94025

Chemical Location **Tank Pad**

CERS ID **10067494**
Facility ID **41-000-025160**
Status **Submitted** on 2/26/2024 10:57 AM

DOT Code/Fire Haz. Class	Common Name	Unit	Quantities Max. Daily	Largest Cont.	Avg. Daily	Annual Waste Amount	Federal Hazard Categories	Hazardous Components (For mixture only) Component Name	% Wt	EHS	CAS No.
DOT: 3 - Flammable and Combustible Liquids Flammable Liquid, Class I-B	**Regular Unleaded Gasoline (87 Octane) - Petroleum Hydrocarbons** CAS No 86290-81-5	**Gallons** State Liquid Type Mixture	**20000** Storage Container Belowground Tank Days on Site: 365	**20000**	10000 Pressue Ambient Temperature Ambient	0 Waste Code	- Physical Flammable - Health Carcinogenicity - Health Reproductive Toxicity - Health Skin Corrosion Irritation - Health Respiratory Skin Sensitization - Health Serious Eye Damage Eye Irritation - Health Specific Target Organ Toxicity - Health Aspiration Hazard - Health Germ Cell Mutagenicity	Gasoline Benzene Ethyl Benzene Naphthalene Ethanol	100% 5% 3% 2% 10%		86290-81-5 71-43-2 100-41-4 91-20-3 64-17-5
DOT: 3 - Flammable and Combustible Liquids Flammable Liquid, Class I-B	**Supreme Unleaded Gasoline (91 Octane) - Petroleum Hydrocarbons** CAS No 86290-81-5	**Gallons** State Liquid Type Mixture	**15000** Storage Container Belowground Tank Days on Site: 365	**15000**	7500 Pressue Ambient Temperature Ambient	0 Waste Code	- Physical Flammable - Health Carcinogenicity - Health Reproductive Toxicity - Health Skin Corrosion Irritation - Health Respiratory Skin Sensitization - Health Serious Eye Damage Eye Irritation - Health Specific Target Organ Toxicity - Health Aspiration Hazard - Health Germ Cell Mutagenicity	Gasoline Benzene Ethyl Benzene Naphthalene Ethanol	100% 5% 3% 2% 10%		86290-81-5 71-43-2 100-41-4 91-20-3 64-17-5

Hazardous Materials And Wastes Inventory Matrix Report

CERS Business/Org. **Chevron Products Company (A Division of Chevron U.S.A. Inc.)**
Facility Name **BELLE HAVEN CHEVRON**
1399 WILLOW RD, MENLO PARK 94025

Chemical Location **Tank Pad**

CERS ID **10067494**
Facility ID **41-000-025160**
Status **Submitted** on 2/26/2024 10:57 AM

DOT Code/Fire Haz. Class	Common Name	Unit	Quantities Max. Daily	Largest Cont.	Avg. Daily	Annual Waste Amount	Federal Hazard Categories	Hazardous Components (For mixture only) Component Name	% Wt	EHS	CAS No.
DOT: 3 - Flammable and Combustible Liquids Combustible Liquid, Class II	**R95 - Renewable Diesel Biodiesel Blend** CAS No Mixture	**Gallons** State Liquid Type Mixture	**10000** Storage Container Belowground Tank Days on Site: 365	**10000**	5000 Pressue Ambient Temperature Ambient	0 Waste Code	- Physical Flammable - Health Carcinogenicity - Health Acute Toxicity - Health Skin Corrosion Irritation - Health Respiratory Skin Sensitization - Health Serious Eye Damage Eye Irritation - Health Specific Target Organ Toxicity - Health Aspiration Hazard	Fuels, diesel, C9-18 alkane branched and linear Diesel Fuel No. 2 - Vacuum Gas Oil category	95% 5%		1159170-26-9 1159170-26-9

Hazardous Materials And Wastes Inventory Matrix Report

CERS Business/Org. **Chevron Products Company (A Division of Chevron U.S.A. Inc.)**
Facility Name **BELLE HAVEN CHEVRON**
1399 WILLOW RD, MENLO PARK 94025

Chemical Location **Waste Storage Area - Trash Enclosure**

CERS ID **10067494**
Facility ID **41-000-025160**
Status **Submitted** on 2/26/2024 10:57 AM

DOT Code/Fire Haz. Class	Common Name	Unit	Quantities: Max. Daily	Quantities: Largest Cont.	Quantities: Avg. Daily	Annual Waste Amount	Federal Hazard Categories	Hazardous Components (For mixture only): Component Name	% Wt	EHS	CAS No.
DOT: 3 - Flammable and Combustible Liquids Flammable Liquid, Class I-B	**Spill Bucket/Sump Water - Waste Gasoline/Water** CAS No	**Gallons** State: Liquid Type: Waste	**30** Storage Container: Steel Drum Days on Site: 365	**30**	15 Pressue: Ambient Temperature: Ambient	60 Waste Code: 134	- Physical Flammable - Health Carcinogenicity - Health Reproductive Toxicity - Health Skin Corrosion Irritation - Health Respiratory Skin Sensitization - Health Serious Eye Damage Eye Irritation - Health Specific Target Organ Toxicity - Health Aspiration Hazard - Health Germ Cell Mutagenicity	Waste Gasoline/Water Gasoline Benzene	99% 5% 1%		 86290-81-5 71-43-2
DOT: 9 - Misc. Hazardous Materials Flammable Liquid, Class I-B	**Absorbent Spill Pads - Waste Polypropylene Absorbent Spill Pads** CAS No	**Pounds** State: Solid Type: Waste	**300** Storage Container: Steel Drum Days on Site: 365	**300**	150 Pressue: Ambient Temperature: Ambient	600 Waste Code: 352	- Physical Flammable - Health Carcinogenicity - Health Reproductive Toxicity - Health Skin Corrosion Irritation - Health Respiratory Skin Sensitization - Health Serious Eye Damage Eye Irritation - Health Specific Target Organ Toxicity - Health Aspiration Hazard - Health Germ Cell Mutagenicity	Waste Polypropylene Absorbent Spill Pads Gasoline Benzene	99% 5% 1%		 86290-81-5 71-43-2

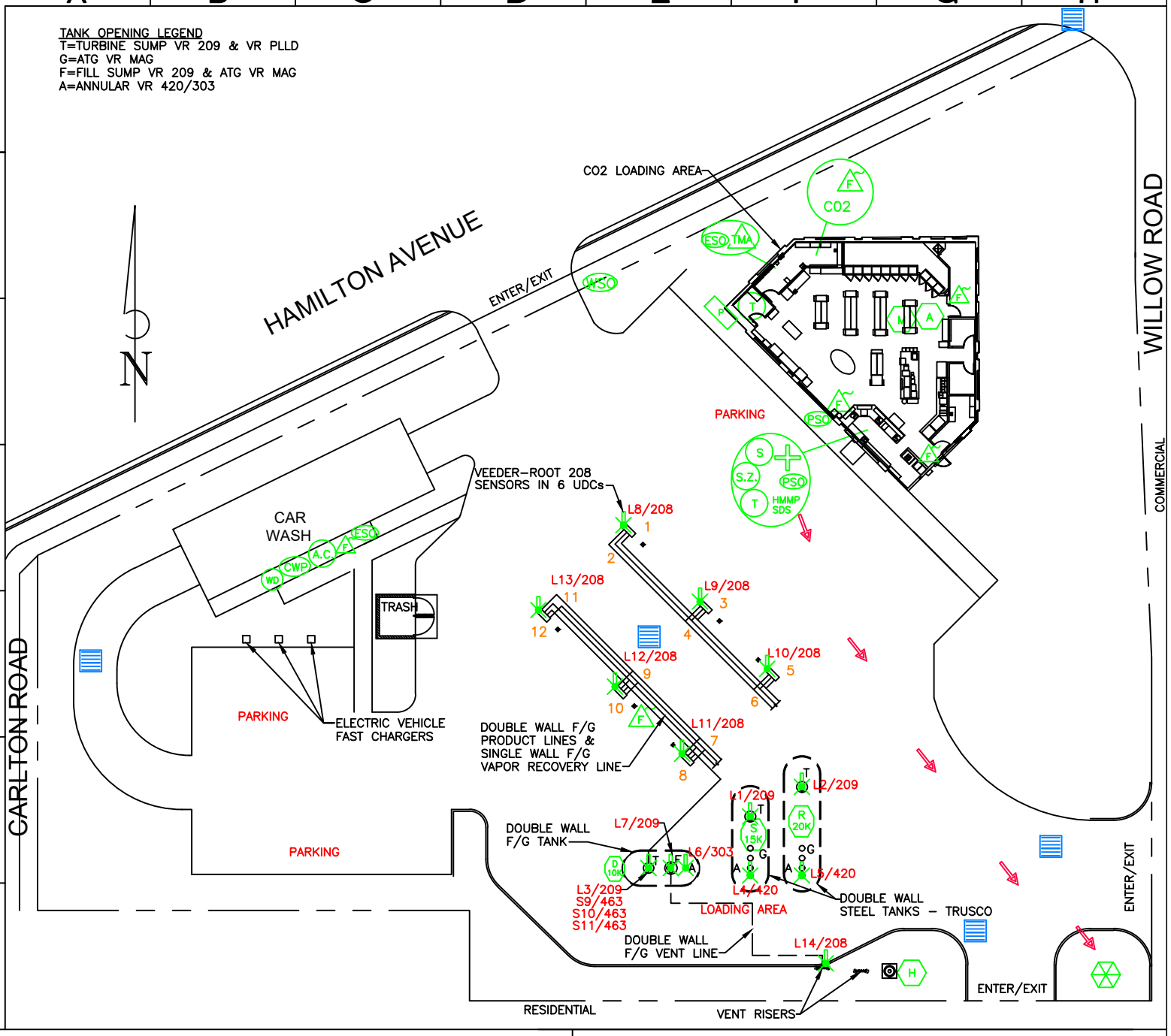
Hazardous Materials And Wastes Inventory Matrix Report

CERS Business/Org. **Chevron Products Company (A Division of Chevron U.S.A. Inc.)**
Facility Name **BELLE HAVEN CHEVRON**
1399 WILLOW RD, MENLO PARK 94025

Chemical Location **Waste Storage Area - Trash Enclosure**

CERS ID **10067494**
Facility ID **41-000-025160**
Status **Submitted** on 2/26/2024 10:57 AM

DOT Code/Fire Haz. Class	Common Name	Unit	Quantities: Max. Daily	Quantities: Largest Cont.	Quantities: Avg. Daily	Annual Waste Amount	Federal Hazard Categories	Hazardous Components (For mixture only): Component Name	% Wt	EHS	CAS No.
DOT: 4.1 - Flammable Solids Flammable Liquid, Class I-B	**Used Filters, Hoses and Nozzles - Waste Metal Solids** CAS No	**Pounds** State: Solid Type: Waste	**300** Storage Container: Steel Drum Days on Site: 365	**300**	150 Pressue: Ambient Temperature: Ambient	600 Waste Code: 352	- Physical Flammable - Health Carcinogenicity - Health Reproductive Toxicity - Health Skin Corrosion Irritation - Health Respiratory Skin Sensitization - Health Serious Eye Damage Eye Irritation - Health Specific Target Organ Toxicity - Health Aspiration Hazard - Health Germ Cell Mutagenicity	Used Filters, Hoses and Nozzles Gasoline Benzene	99% 5% 1%		 86290-81-5 71-43-2



SERVICE STATION LEGEND

- PSO — EMERGENCY PUMP SHUT-OFF
- HMMP SDS — HMMP AND SDS
- T — TELEPHONE
- A — ANTIFREEZE
- M — MOTOR/TRANSMISSION OIL
- F — FIRE EXTINGUISHER
- TMA — TANK MONITORING ALARM PANEL VEEDER-ROOT TLS-350
- ESO — ELECTRICAL PANEL SHUT-OFF
- FIRST AID KIT
- S.Z. — SAFETY ZONE
- S — SPILL KIT
- WD — HAZARDOUS WASTE DRUM LIQUID AND/OR NON-LIQUID
- CO2 — BULK CARBON DIOXIDE
- A.C. — AIR COMPRESSOR
- CWP — CAR WASH PRODUCTS
- P — PROPANE TANKS
- STRUCTURE ENTRANCE/EXIT
- MW — MONITORING WELLS N/A
- WSO — WATER SHUT-OFF
- B.F. — BACKFLOW PREVENTER N/A
- STORM DRAIN
- STORM DRAIN W/ FOSSIL FILTER N/A
- SEWER — SEWER CLEAN OUT N/A
- O/W — OIL & WATER SEPARATOR N/A
- STORM — STORM CLEAN OUT N/A
- R 10K — PRODUCT & TANK SIZE R=REGULAR GASOLINE, P=PLUS GASOLINE, S=SUPREME GASOLINE, D=DIESEL FUEL
- H — HEALY TANK
- SENSOR
- L0/000 — SENSOR #/MODEL
- 00 — DISPENSER #
- EVACUATION ROUTE
- EMERGENCY ASSEMBLY AREA
- FIRE HYDRANT N/A
- OVERFILL ALARM N/A

DATE: 08/30/22 SCALE: 1" = 40'

HMMP SITE MAP

SERVICE STATION #207718

1399 WILLOW ROAD

MENLO PARK, CA 94025

Chevron

NOTES

INTERNAL ROADS N/A

EMERGENCY RESPONSE PROCEDURES / CONTINGENCY PLAN
Steps to Shut-Down and Evacuate

In the event of a fire, spill, leak, or suspected leak in the tanks, piping, cylinder, or natural disasters such as an earthquake, flood, or hurricane, the following steps are to be taken AS APPLICABLE:

1. **TURN OFF PUMPS** using the **Emergency Pump Shut-Off Switch**

2. **EVACUATION**: If there is any immediate danger, **ANNOUNCE** to all persons on the site: "There is an emergency. Please turn off your engines and leave the station on foot immediately"

3. **CALL FOR HELP** in case of an emergency by dialing **9-1-1** and giving the following information:

   "THERE IS AN EMERGENCY at the gasoline station: (1399 WILLOW ROAD, MENLO PARK, CA 94025)." If anyone is trapped or needs medical attention, tell the answering dispatcher. Stay on the phone and be prepared to answer any questions concerning the situation.

4. **LOOK AROUND** to assure that all others have left the station if necessary, particularly those in vehicles who may need assistance or may not have heard the emergency announcement. Assist or direct assistance to, anyone having difficulty leaving the station area, and anyone who may be injured

5. **ATTEMPT TO EXTINGUISH** any small or incipient fire if you can do so safely. Have the fire extinguisher ready to use in the event of any spill. Try to contain any large spill, or use sorbent pads on smaller spills

6. **REPORT** to arriving emergency response personnel to provide them with any information or assistance they might need using the Hazardous Materials Business Plan/Emergency Response Procedures

7. **CONTACT** the station Operator if they are not already at the station. Use the list below for emergency contacts

Station Manager Name	**Manager**	Contact Phone	**650-329-9214**

8. **NOTIFY** Chevron Maintenance by phone WITHIN 24 HOURS **1-866-845-4254** OR

   CHEVRON EMERGENCY INFORMATION CENTER 24 HOUR HOTLINE 1-800-231-0623

   Chevron will notify the appropriate State and Local agencies unless the situation requires urgent immediate response by the agencies, in which case the OPERATOR should notify these agencies:

   1. LOCAL UST AGENCY: San Mateo County Environmental Health, 650-372-6200
   2. CALIFORNIA OFFICE OF EMERGENCY SERVICES (24 Hours): 800-852-7550
   3. NATIONAL RESPONSE CENTER (24 Hours): 800-424-8802
   4. POISON CONTROL CENTER: 800-222-1222

9. **ISOLATE** Operator should attempt to isolate leak or spill location by inspection, keep on-site and from entering storm drains

10. **COORDINATE** Chevron will coordinate whatever corrective actions need to be taken beyond the Operator's capabilities. Chevron will file whatever reports need to be filed with local and state agencies, and send a copy to the station for the Operator's files

11. **EVACUATION:** In the event evacuation is necessary, the attendant will announce for all customers and personnel to evacuate the building using the nearest exit door. All persons should go to the emergency assembly area as designated on the site map. Bring the Hazardous Materials Business Plan/Emergency Response Procedures to assist emergency responders

12. **RE-ENTRY**: If evacuation has occurred and emergency responders have been called, re-entering this facility should take place with extreme caution and only under the direction of the senior emergency responder on site and Chevron personnel

13. **PREVENTION**: **Barriers are installed to prevent vehicle collision with pumps. A Vapor Recovery System is used when filling underground tanks. No sales to unauthorized containers. No Smoking signs posted, along with self-serve instructions posted at dispensers. A tank monitoring program is also implemented.**

14. **MITIGATION**: **Stop the source of the release as necessary. Operator should attempt to isolate leak location by inspection. If it is gasoline, then stop the source of the release by activating the emergency pump shutoff switch. Evacuate all non-essential personnel from area. Extinguish and remove all ignition sources. Use fire extinguisher if necessary. While using proper personal protective equipment, contain and absorb spill with inert absorbent. Avoid breathing vapors by approaching upwind. Chevron will coordinate whatever corrective actions need to be taken beyond the Operator's capabilities. Chevron will file whatever reports need to be filed with local and state agencies, and send a copy to the station for the Operator's files.**

15. **ABATEMENT**: **Keep nonessential personnel away from the area. Place contaminated absorbent pads in spill pad drum. Notify Chevron Maintenance Dispatch for coordination with Hazardous Materials Contractor to remove contaminated absorbent material if required. Materials involved in cleanup will be disposed of in accordance with applicable Federal, State and Local regulations. Established Company investigation procedures will be utilized to determine future preventive measures.**

16. **EARTHQUAKES**: **Determine if storage and delivery system is secure. This shall be accomplished via the leak detection system as appropriate. If leak detection system indicates that a failure has occurred, make proper notifications as outlined in this plan. Shutdown the system until proper repair and cleanup has been accomplished.**

17. **HAZARDOUS WASTE CONTINGENCY**: **Small spills shall be taken up with absorbent pads by appropriately trained employees and stored in spill pad drum on site for pickup. Contaminated soil or other materials from a large and/or underground release shall be disposed through Chevron Maintenance Dispatch.**

18. **UNAUTHORIZED RELEASE RESPONSE PLAN**: **Notify Chevron Maintenance if leak detection system is in alarm. If there is an unauthorized release has occurred. The Chevron Environmental Compliance Staff will make proper notifications to regulatory agencies. Response plan will be in accordance to UST Tank Monitoring Plan at station.**

EMERGENCY RESPONSE PROCEDURES FOR CARBON DIOXIDE (if applicable)

FIRE OR EXPLOSION DATA

Carbon dioxide is not flammable. CAUTION: Compressed Gas Cylinder may explode in heat of fire.

HEALTH HAZARD CAUTION:

1. **Vapors may cause dizziness or suffocation.**
2. **Contact with liquid carbon dioxide may cause frostbite**

ACCIDENTAL RELEASE MEASURES

1. **Evacuate all personnel from affected areas. Use appropriate protective equipment.**

STORAGE

1. **Protect tank/ cylinders from physical damage**
2. **Store in cool, dry, well ventilated area away from heavily trafficked areas and emergency exits.**
3. **Do not allow temperatures to exceed 125 degrees where tank/cylinders are stored.**
4. **Tank/cylinders should be stored upright and firmly secured to prevent falling or being knocked over**
5. **Full or empty cylinders should be segregated.**
6. **Use a "first in first out" inventory system to prevent full cylinders being stored for excessive periods of time.**
7. **If equipped with a CO2 monitor, and it starts to chirp or the red-light flashes, notify maintenance who will dispatch a contractor.**

THESE EMERGENCY RESPONSE PROCEDURES MUST BE FILLED OUT AND POSTED IN THE EMERGENCY RESPONSE BINDER WITH THE SITE PLAN AT THE CASHIER PHONE

SITE SPECIFIC EMERGENCY RESPONSE & TRAINING PLAN

I. **Employees must** be given this training **before starting work**, and training courses must be provided annually. Records must be kept to show when each station employee has been given his/her training. Retain these records for a minimum of three years.

CRITICAL EMERGENCY RESPONSE EQUIPMENT

A. EMERGENCY PUMP SHUT-OFF: This turns off the turbine pumps that provide flow to the dispenser from the underground tanks.

LOCATION: **1- OUTSIDE BUILDING, 1- CASHIER AREA**

B. ELECTRICAL PANEL: The panel allows you to selectively cut off power to lights, signs, pumps, etc. The main switch shuts off all power at the site.

LOCATION: **BACKROOM OF STORE**

C. WATER SHUT-OFF: Shutting off the water main in the case of a water leak.

LOCATION: **LANDSCAPE AREA ON HAMILTON AVE.**

D. NATURAL GAS SHUT-OFF: If your station has natural gas, it may be necessary to shut-off the natural gas main.

LOCATION: **NONE**

E. FIRST AID KIT:

LOCATION: **SAFETY ZONE IN EMERGENCY EXIT HALLWAY NEAR CASHIER AREA**

F. FIRE EXTINGUISHER: Use only on small fires that you can handle. Do not attempt to extinguish large fires on your own.

LOCATION: **1- FRONT DOOR, 1- BOTH STORAGE ROOMS, 1- EXIT DOOR 1- DISPENSER 9/10, 1- CARWASH**

G. SPILL RESPONSE KIT: Sorbent Pads and Sock Booms small spills of gasoline, diesel fuel, or other petroleum products. Pads and Sock booms will be used to contain a large spill as a defensive measure to contain on-site and from reaching storm drains.

LOCATION: **SAFETY ZONE IN EMERGENCY EXIT HALLWAY NEAR CASHIER AREA**

H. EMERGENCY EVACUATION AND ASSEMBLY AREA:

LOCATION: **SOUTHEAST ENTRANCE ON WILLOW RD.**

I. NEAREST MEDICAL FACILITY: Employees should know where emergency medical facilities are available in case customers or other employees need medical attention.

Stanford Medical Center
300 Pasteur Dr., Palo Alto, CA, 94304
650-723-4000

FIRST AID PROCEDURES for EXPOSURE TO GASOLINE AND DIESEL

II. All employees need to understand the procedures to be used in responding to various kinds of emergencies involving spills of hazardous materials. This section of the Emergency Response Procedures, outlines the First Aid Procedures for exposure to gasoline and diesel fuel from each **S**afety **D**ata **S**heet (**SDS**). All employees need to know this information for their own personal safety, the safety of their co-workers as well as the safety of customers that could be exposed. The SDS's for these and other work site chemicals are filed in the Hazard Communication (**HAZCOM**) Binder at the cashier area.

First Aid Procedures for Exposure to Gasoline and Diesel

A. **EYE CONTACT**: Flush with water for 15 minutes while holding eyelids open and seek attention.

B. **SKIN CONTACT**: Flush with water while removing contaminated clothing and shoes. Follow by washing with soap and water. Do not reuse clothing until cleaned, shoes must not be reused. If irritation persists, get medical attention.

C. **INHALATION (Breathing):** Remove victim to fresh air and provide oxygen if breathing is difficult. If not breathing, give artificial respiration. Get medical attention.

D. **INGESTION (Swallowing):**
DO NOT INDUCE VOMITING BECAUSE GASOLINE CAN ENTER LUNGS AND CAUSE SEVERE LUNG DAMAGE! If vomiting occurs spontaneously keep head below hips to prevent aspiration of liquid into lungs. Get medical attention.

E. **NOTE TO PHYSICIAN:** If more than 2.0 ml per kg has been ingested and vomiting has not occurred, emesis should be induced with medical supervision. Keep victim's head below hips to prevent aspiration. If symptoms such as loss of gag reflex, convulsions or unconsciousness occur before emesis, gastric lavage using a cuffed endotracheal tube should be considered.

F. For further information, consult the **Safety Data Sheets f**or these products and for other hazardous materials in the HAZCOM Binder.

G. OTHER WORKPLACE CHEMICALS: Before handling any chemical, employees must review the SDS for PROTECTIVE MEASURES (PPE), HEALTH HAZARD DATA, SPILL OR LEAK PROCEDURES, and FIRST AID procedures.

ANNUAL EMPLOYEE TRAINING TOPICS

- Hazardous Waste Management
- Hazard Communication
- Lockout/Tag-out for fuel nozzles
- Fire Safety
- Emergency Response Procedures/Contingency Plan
- Spill Cleanup Procedures
- Hazardous Materials Business Plan
- Storm Water Best Management Practices

Hazardous Materials Business Plan & Emergency Response
Employee Training Log

BUSINESS NAME: Chevron Station# 207718

ADDRESS: **1399 WILLOW ROAD, MENLO PARK, CA 94025**

Employees must sign this form to prove they received their INITIAL and/or ANNUAL Training

PRINT EMPLOYEE NAME	EMPLOYEE SIGNATURE	DATE OF TRAINING	TYPE OF TRAINING Check One	
			Initial	Annual Training
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			☐	☐
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Permitting

- Certified Unified Program Agencies (CUPA) – Issued by the Department of Environmental Health Hazardous materials management branch of the County
- Local Fire Department
- Building Department
- AQMD – Air Quality Management District
- Planning Department, as required

Safeguards

1. All product lines, vapor recovery & vent piping, tank sumps, vent riser sump and dispenser sumps are secondarily contained and continuously monitored.
2. The tanks are continuously monitored with an electronic probe which measures the inside of the tanks where the fuel product is located. If a change in level, not due to product being dispensed, is detected, an alarm will sound.
3. The space between the inner tank and the outer tank is filled with a 'brine' liquid with a level sensor, which is completely independent from the inner tank (fuel product). Any loss of 'brine' surrounding the tank results in an alarm.
4. An electric leak detection device monitors the pressure inside the primary fuel pipe. It runs a test every time the dispenser nozzle is hung up, and if it detects a loss in pressure, all pumps are immediately shut down.
5. The space between the inner fuel piping and the outer fuel pipe is continuously monitored with a vacuum. Any loss in vacuum results in an alarm and an immediate shutdown of the product.
6. All connections to the tanks and dispensers are inside a double walled containment sump.
7. All containment sumps are monitored with a vacuum between the inner and outer walls. Sensors detect any loss of vacuum and results in an alarm.
8. The under-dispenser containment (UDC) is a double wall containment system
9. A Phase II Enhanced Vapor Recovery Healy Tank (Clean Air Separator) is installed
10. Dispensers have a vapor recovery nozzle with vapor valve.
11. The nozzles installed at the dispensers are a breakaway type with an automatic shut off in the event of a vehicle driving off with the nozzle in their gas port.
12. There is a shear valve with a double poppit to prevent fuel spray in the event of a dispenser strike.
13. Bollards at both ends of the dispenser are installed to minimize car strikes
14. Emergency shut off valves are installed
15. Other safeguards noted under refueling of the tanks

Best Practices / Chevron Internal procedures/safeguards

1. All secondary containment is under vacuum & monitored daily during site construction until final testing/start up.
2. All critical tests are witnessed, recorded & inspected by Chevron in addition to the regulatory agencies.

Decommissioning/removal of underground storage tanks

1. The tank are emptied.
2. The tanks are triple rinsed.
3. Tanks are gas tested to verify that no hydrocarbon vapors are present.

4. The concrete topping is removed and the tanks prepped for removal.
5. A final tank cleaning is performed with the governing agency present and a chemist certifies that the tanks are clean.
6. The governing agency approves removal of the tanks.
7. The soil is sampled under each tank as determined by the governing agency. There is typically sampling under piping and UDCs.
8. The test results are received in 5-7 days
9. If the soil samples are found to be non-hazardous, then no further action required and the hole can be filled in.
10. If hazardous materials is found, then the governing agency determines what needs to be done. Chevron's environment management team takes over to create a remediation plan, that is reviewed and approved by the governing agency.

Installation of tanks

1. Notification is sent to the governing agency 72 hours in advance the tank installation
2. The tank and piping system is to be inspected by Owner's Third-Party Inspector and governing agency at four (4) separate construction phases:
    a. At the tank air test and soap test before setting in the hole.
    b. The tanks and primary piping hydrostatically or pneumatically tested for 60 minutes.
    c. Inspection of all secondary containment, including testing (in accordance with the manufacturers' guidelines) is pressure tested for 1 hour
    d. Final inspection including all portions of the leak detection system
3. All tank sumps and under dispenser containment (UDC) sumps shall be tested with 4 pounds pressure for 1 hour (per the manufacturer's guidelines) plus vacuum testing for one (1) hour.
4. The tank system, leak detectors and monitoring system integrity tests forwarded and approved by the governing agency prior to the tank system being placed into operation.
5. A dry start-up testing witnessed by the governing agency before fuel is delivered.
6. Prior to fuel being pumped, the station must have the Veeder Root functional and monitoring annular spaces of the tank and dispenser sumps.
7. Project Manager must do their final inspection
8. Payment of all applicable UST operating fees shall be submitted to the governing agency by Chevron.
9. Evidence of financial responsibility shall be submitted to the governing agency by Chevron.
10. Measurements of brine levels in the tanks shall be taken by the 'start-up' contractor.

Operational safeguards/requirements conducted during refueling of the tanks

1. The fill port to load fuel into the tank has a spill bucket to contain any drips from the tanker hose. The fill buckets are contained within a containment sump.
2. The fill sump has a flapper valve that engages when the fuel level is getting close to the maximum fill level.
3. There is an overfill alarm that alerts the delivery driver and there is an acknowledgement switch alarm.

Fuel System Leak Detection Summary

All elements of the fueling system are double-walled with secondary containment. This creates an envelope around the entire system such that any loss would not only be detected, but fully contained. The status of the containment system is also continuously monitored to verify that it is working properly. In addition, all leak detection sensors are inspected and tested annually by the Local Authority.

The fueling system consists of:

- Fuel tanks
- Piping
- Dispensers

The fuel inside the tanks and lines, called Primary Containment, is continuously monitored for leaks:

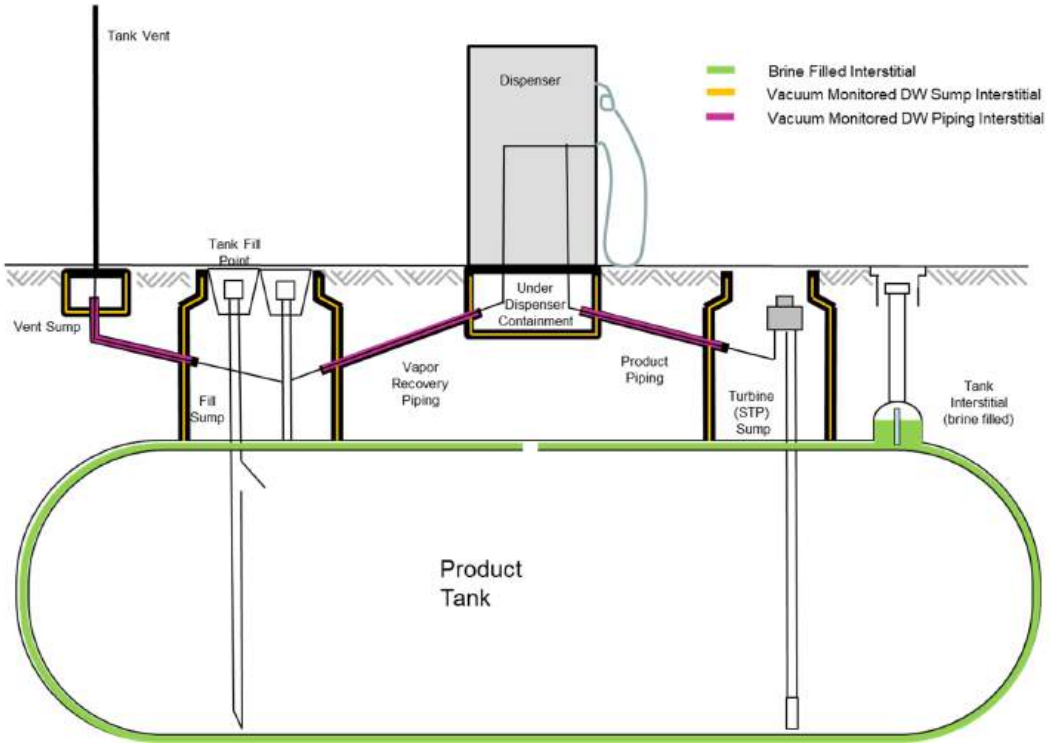
- All tanks are continuously monitored with an electronic probe which measures the level inside the tanks. If a change in level not due to product being dispensed is detected, an alarm will sound.
- An electronic leak detection device monitors the pressure inside the primary fuel pipe. It runs a test every time all the nozzles are hung up, and if it detects a loss in pressure, the pumps are immediately shutdown.

The secondary containment (outside of the primary containment) is continuously monitored with leak detection equipment, verifying the containment system is intact. This monitoring has several redundant layers:

- The space between the inner tank & the outer tank is filled with a “brine” liquid with a level sensor, completely independent of the inner tank. Any loss of the brine surrounding the tank would result in an alarm.
- The space between the inner fuel piping & the outer pipe is continuously monitored with vacuum. Any loss in vacuum would result in an alarm and immediate shutdown of that product.
- All connections to the tanks & dispensers are inside of a double-walled containment sump.
- All containment sumps are monitored with a vacuum between the inner & outer walls. Sensors would detect any loss of the vacuum and result in an alarm.
- All containment sumps also have a liquid sensor inside that would detect any liquid or spill inside the sump.

The fill port to load fuel into the tank has a spill bucket to contain any drips from the tanker hose. The spill buckets themselves are contained within a containment sump.

Fuel System Equipment:



Tank Removal:

Steps for tank removal are as follows:

- Prior to removal, all existing tanks are emptied, then thoroughly cleaned.
- Tank interiors are then gas tested to verify there are no hydrocarbon vapors present.
- Tanks are then removed, fully intact,
- Soil samples are taken from under the tanks and sent out for analysis
- Tank hole is not filled in until samples come back & verified no contamination present

Project Mitigation Measure AQ-1.1: Use Clean Diesel-powered Equipment during Construction to Control Construction-related Emissions.

Project Mitigation Measure AQ-1.2: Architectural Coatings.

*ConnectMenlo Mitigation Measure AQ-2b1***:** Prior to building permit issuance, the City shall require applicants for all development projects in the city to comply with the current Bay Area Air Quality Management District's (BAAQMD) basic control measures for reducing construction emissions of PM_{10} (Table 8-1, Basic Construction Mitigation Measures Recommended for All Proposed Projects, of the BAAQMD CEQA Guidelines).

ConnectMenlo Mitigation Measure AQ-2b2: Prior to issuance of a building permit, development projects in the City that are subject to CEQA and exceed the screening sizes in the BAAQMD's CEQA Guidelines shall prepare and submit to the City of Menlo Park a technical assessment evaluating potential project construction-related air quality impacts.

Modified ConnectMenlo Mitigation Measure NOISE-1c*.* Project applicants for all development projects in the city shall minimize the exposure of nearby properties to excessive noise levels from construction-related activity through CEQA review, conditions of approval and/or enforcement of the City's Noise Ordinance.

Project Mitigation Measure NOI-1.1: Construction Noise Control Plan to Reduce Construction Noise. The Project applicant and/or the contractor(s) shall obtain a permit to complete work outside the exempt/standard construction hours outlined in the City of Menlo Park Municipal Code, which may be incorporated into the conditional development permit for the Proposed Project. In addition, the applicant and/or contractor(s) shall develop a construction noise control plan to reduce noise levels and comply with Municipal Code daytime (during non-exempt hours) and nighttime noise standards to the extent feasible and practical, subject to review and determination by the Community Development Department.

Project Mitigation Measure NOI-1.2: Construction of Temporary Noise Barrier along Project Perimeter.

ConnectMenlo Mitigation Measure NOISE-1b. Stationary noise sources and landscaping and maintenance activities citywide shall comply with Chapter 8.06, Noise, of the Menlo Park Municipal Code.

Project Mitigation Measure NOI-1.3: Mechanical Equipment Noise Reduction Plan. To reduce potential noise impacts resulting from Project mechanical equipment, including heating, cooling, and ventilation equipment, the Project applicant shall conduct a noise analysis to estimate noise levels of Project-specific mechanical equipment based on the final selected equipment models and design features. In addition to the analysis, a Mechanical Equipment Noise Reduction Plan shall be created to ensure noise levels of equipment, once installed, are below the applicable criteria described below.

ConnectMenlo Mitigation Measure NOISE-2a.[1,2] To prevent architectural damage citywide as a result of construction-generated vibration:

Project Mitigation Measure NOI-2.2: Vibration Control Measures for Annoyance from Daytime Construction Activities Excluding Pile Driving.

ConnectMenlo Mitigation Measure CULT-2a (Modified) Stop Work if Archaeological Material or Features Are Encountered during Ground-Disturbing Activities.

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1 This noise and vibration study for the Proposed Project has been prepared in accordance with ConnectMenlo Mitigation Measure NOISE-2a.

2 ConnectMenlo Mitigation Measure NOISE-2a has been modified to allow for compliance "to the extent feasible and practical," which would be subject to review and determination by the Community Development Department.

Project Mitigation Measure BIO-5.1: Avoidance and Pre-construction Surveys for Nesting Migratory Birds.

Project Mitigation Measure BIO-5.3: Lighting Design Requirements.

ConnectMenlo Mitigation Measure CULT-3: Conduct Protocol and Procedures for Encountering Paleontological Resources.

Project Mitigation Measure PALEO-1: Conduct Worker Awareness Training.

Project Mitigation Measure HY-1.1: Implement Construction Dewatering Treatment (if necessary).

ConnectMenlo Mitigation Measure HAZ-4a: Environmental Site Management Plan.

Project Mitigation Measure TCR-1.1: Avoidance and Mitigation of Impacts

Project Mitigation Measure TCR-1.2: Archaeological and Tribal Cultural Resource Monitoring and Treatment Protocol and Plan.

Mitigation Measure CULT-4: (Modified ConnectMenlo EIR). Comply with State Regulations Regarding the Discovery of Human Remains at the Project Site.