



REGULAR MEETING AGENDA

Date: 11/3/2021

Time: 6:30 p.m.

Regular Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID #997-7506-7654

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Teleconference meeting: All members of the Housing Commission, city staff, applicants, and members of the public will be participating by teleconference. To promote social distancing while allowing essential governmental functions to continue, the Governor has temporarily waived portions of the open meetings act and rules pertaining to teleconference meetings. This meeting is conducted in compliance with the Governor's Executive Order N-25-20 issued March 12, 2020, and supplemental Executive Order N-29-20 issued March 17, 2020.

- How to participate in the meeting
 - Access the meeting real-time online at:
[Zoom.us/join](https://zoom.us/join) – Regular Meeting ID #997-7506-7654
 - Access the regular meeting real-time via telephone at:
(669) 900-6833
Regular Meeting ID 997-7506-7654
Press *9 to raise hand to speak

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

Regular Session ([Zoom.us/join](https://zoom.us/join) – ID# 997-7506-7654)

- A. **Call to Order**
- B. **Roll Call**
- C. **Public Comment**

Under "Public Comment," the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under Public Comment for a limit of three minutes. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

D. Regular Business

- D1. Approve minutes for the Housing and Planning Commissions special joint meeting on October 4, 2021 and Housing Commission regular meeting on October 6, 2021 ([Attachment](#))
- D2. Recommendation on a below market rate housing compliance proposal by Cyrus Sanandaji, Presidio Bay Ventures, for the Springline project (1300 El Camino Real) ([Staff Report #21-010-HC](#))
- D3. Presentation by the City's below market rate housing program administrator HouseKeys
- D4. Selection of the Vice Chair

E. Reports and Announcements

- E1. Ad hoc subcommittee reports
- E2. Commissioner updates
- E3. Recommend future agenda items
- E4. Staff updates and announcements

F. Adjournment

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

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

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

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

Agendas are posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at menlopark.org/agenda and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 10/28/2021)



Housing and Planning Commissions

SPECIAL JOINT MEETING AGENDA

Date: 10/4/2021

Time: 7:00 p.m.

Special Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 824 3177 4086

A. Call To Order

Planning Commission Chair Doran called the meeting to order at 7:09 p.m.

B. Roll Call

Present: Planning Commission: Andrew Barnes (arrived 7:30 p.m.), Chris DeCardy, Michael Doran, Cynthia Harris, Camille Gonzalez Kennedy (exited at 11:17 p.m.), Henry Riggs (arrived at 7:12 p.m.), Michele Tate Housing Commission: Lauren Bigelow, Karen Grove, Rachel Horst, Heather Leitch, Nevada Merriman, John Pimentel (arrived at 7:00 p.m., exited 7:15 p.m., arrived 7:20 p.m.)

Absent: Chelsea Nguyen

Staff: Assistant Community Development Director Deanna Chow, Acting Housing Manager Mike Noce, Senior Planner Calvin Chan, Assistant Planner Chris Turner

C. Regular Business

C1. and C2. are associated items with a single staff report

- C1. Consideration of a Resolution of the Planning Commission Authorizing Teleconference Meetings in Compliance with AB 361 ([Staff Report #21-047-PC](#))

PLANNING COMMISSION ACTION: Motion and second (DeCardy/ Tate), to approve the item as recommended in the staff report, passed 6-0 (Commissioner Barnes absent).

- C2. Consideration of a Resolution of the Housing Commission Authorizing Teleconference Meetings in Compliance with AB 361 ([Staff Report #21-047-PC](#))

HOUSING COMMISSION ACTION: Motion and second (Merriman/ Bigelow), to approve the item as recommended in the staff report, passed 5-0 (Commissioner Pimentel and Nguyen absent).

- C3. Housing Element Update/City of Menlo Park: The Planning Commission and Housing Commission will review and discuss land use and site strategy options to meet the City's Regional Housing Needs Allocation (RHNA) as part of the state-mandated Housing Element, and make a recommendation to the City Council on a preferred land use strategy to be further evaluated as part of the Housing Element Update process. The City's fair share of housing is approximately 3,000 new housing units, ranging at all income levels, for the planning period 2023-2031 ([Staff Report #21-048-PC](#)) (Presentation)

PLANNING COMMISSION ACTION: Motion and second (Riggs/ Doran), to forward a recommendation to the City Council that a majority of the Planning Commission is supportive of providing additional opportunities for housing and a variety of innovative suggestions were made, however, there are reservations about the packaging of the land use scenarios and the Planning Commission is unable to conclude a majority of support for any particular or combination of land use scenarios (i.e., Option A, B, or

C) to meet the City's Regional Housing Needs Allocation for the Sixth Cycle Housing Element Update, passed 6-0 (Commissioner Kennedy absent).

HOUSING COMMISSION ACTION: Motion and second (Pimentel/ Grove), to forward a recommendation to the City Council for proceeding with the land use scenario of Option C (Mixed Use Development Focused in Downtown/El Camino Real), with a modification for using the higher number of net new units in Sharon Heights (i.e., 588 units in Option A); encouraging the consideration of City-owned properties, excluding City parks/green spaces, for additional housing; and encouraging the consideration of engagement opportunities with developers to explore redevelopment of City-owned downtown parking lots (e.g., competition, Request for Proposals), passed 6-0 (Commissioner Nguyen absent).

D. Adjournment

Chair Doran adjourned the meeting at 11:54 p.m.

Mike Noce, Acting Housing Manager, Community Development



REGULAR MEETING MINUTES – DRAFT

Date: 10/6/2021

Time: 6:30 p.m.

Regular Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID #997-7506-7654

A. Call To Order

Chair Grove called the meeting to order at 6:34 p.m.

B. Roll Call

Present: Bigelow, Grove, Horst, Leitch, Merriman, Nguyen, Pimentel

Absent: None

Staff: Acting Housing Manager Mike Noce

C. Public Comment

- Pam Jones spoke in support of updates to the below market rate (BMR) information provided on the City's website and highlighted an email letter sent to the Commission and staff (Attachment).

D. Regular Business

- D1. Approve minutes for the Housing Commission regular meeting on September 1, 2021 ([Attachment](#))

ACTION: Motion and second (Leitch/ Merriman), to approve the Housing Commission regular meeting minutes on September 1, 2021, passed 5-0 (Bigelow and Nguyen abstaining).

- D2. Presentation by the BMR Ad Hoc Subcommittee on potential modifications to the required contribution of inclusionary units for residential development projects and changes to housing program preferences

Acting Housing Manager Mike Noce and BMR Ad Hoc Subcommittee made the presentation.

- Housing Choices representative Jan Stokley spoke in support of wheelchair preferences and strengthening affordability for special populations.
- Pam Jones spoke in support of increasing the percentage for inclusionary housing requirements at levels that do not impede development.

E. Reports and Announcements

- E1. Ad hoc subcommittee reports (10 minutes):

None.

- E2. Commissioner updates

Chair Grove announced Housing Leadership Day is scheduled for Friday, October 22 and highlighted Let's Talk Housing events.

Vice Chair Horst spoke about her departure from the Housing Commission by the end of the month.

Chair Grove and the commission at large thanked and acknowledged Commissioner Horst for her hard work on the Housing Commission.

E3. Recommended future agenda items.

The Commission suggested future agenda items:

- HouseKeys attend a meeting and present updates on programs
- Housing element update progress report

E4. Staff updates and announcements

Acting Housing Manager Mike Noce provided updates on:

- The city clerk's office will be working on a special recruitment to fill the remainder of Commissioner Horst's term, which expires in April 2025. Staff will coordinate the selection of a new Vice Chair at a future meeting.
- November 17, 2021 has been identified as a potential special meeting date for M-Group and City staff to return to the Housing Commission regarding policies for production of affordable housing.

F. Adjournment

Chair Grove adjourned the meeting at 8:47 p.m.

Mike Noce, Acting Housing Manager, Community Development

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From: [Pam D Jones](#)
To: [Karen Grove](#); [Rachel Horst](#); [Nevada Merriman](#); [Lauren Bigelow](#); [John Pimentel](#); [Chelsea Nguyen - HC](#); [Heather Leitch](#); [Noce, Michael R](#)
Subject: BMR Update Request
Date: Wednesday, October 6, 2021 5:20:53 PM

CAUTION: This email originated from outside of the organization. Unless you recognize the sender's email address and know the content is safe, DO NOT click links, open attachments or reply.

Public Comment: October 6, 2021 Housing Commission Meeting

Dear Chairperson Grove, Vice Chair Horst, Commissioners and Staff,

After reviewing the [BMR Properties and Property Type](#) map and list of properties, it appears there needs to be an update. A response to the requested information below will help us to better understand if our BMR rentals program is meeting the needs of our residents. For example, if we have a high and constant vacancy rate how can these units prevent displacement of residents in non-BMR units. I have been unable to find the compliance requirements for both property managers and residents. I have also been unable to find any current reports on the compliance of property managers and residents

I request the following information in regards to our BMR rentals.

1. Property manager for each rental property.
2. What information is required in the annual compliance review?
3. Is there a penalty for noncompliance?
4. Annual or most current compliance report for all properties.
5. Vacancy rate for each property.
6. Duration of vacancy for each property.
7. Length of time residents rent property and reason residents move, i.e., no longer meet income requirements, increase in rent, relocate due to employment opportunities, etc.

How has our BMR program prevented displacement? It is possible that tenants and owners were not provided with information on covid-19 related rental assistance. Current and accurate information on our BMR availability will hopefully prevent further displacement.

Respectfully,

Pam D Jones, resident

The impossible dissipates when I becomes WE.



STAFF REPORT

Housing Commission

Meeting Date:

11/3/2021

Staff Report Number:

21-010-HC

Regular Business:

Recommendation on a below market rate housing compliance proposal by Cyrus Sanandaji, Presidio Bay Ventures, for the Springline project (1300 El Camino Real)

Recommendation

Staff recommends that the Housing Commission recommend approval of the draft below market rate (BMR) compliance proposal (Attachment A) by Cyrus Sanandaji, Presidio Bay Ventures, and a staff recommended condition of approval, to the Planning Commission, or City Council, if applicable, for the payment of the BMR in-lieu fee for the proposed addition of gross floor area (GFA) to a previously approved project at 1300 El Camino Real (previously called “Station 1300” and currently called “Springline”).

Policy Issues

Each Below Market Rate (BMR) Housing proposal is considered individually. The Housing Commission should consider whether the proposal would be in compliance with the BMR Housing Program requirements, comprised of the BMR Housing Ordinance and the BMR Housing Guidelines.

Background

Site location

The approximately 6.4-acre site is located at 1300 El Camino Real, in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. Using El Camino Real in a north to south orientation, the subject parcel is located on the east side of El Camino Real, between Oak Grove Avenue and Glenwood Avenue. Neighboring land uses include a hotel to the north; single- and multi-family residential units east of the Caltrain right-of-way; the Menlo Park Caltrain Station and a mixed-use development (including residential units) south of Oak Grove Avenue; and the El Camino Real commercial corridor to the west. The northeast corner of El Camino Real and Oak Grove Avenue, immediately adjacent to the project site, includes a gas station and a restaurant/cafe. Downtown Menlo Park is approximately 0.1 mile southwest of the project site. A location map is included as Attachment B.

Previous approvals

The City Council approved the 1300 El Camino Real project (formerly known as “Station 1300” and currently called “Springline”) on January 24 and February 7, 2017. The project is a mixed-use development consisting of non-medical office, residential, and community-serving uses with a total of approximately 220,000 square feet of non-residential uses and 183 dwelling units. The project includes a

two-level underground parking garage and construction of an extension of Garwood Way to connect to Oak Grove Avenue. The two office buildings are oriented toward El Camino Real, while the residential building is oriented toward Oak Grove Avenue and the extended Garwood Way. Along El Camino Real and Oak Grove Avenue, the ground floors will be occupied by community-serving uses (retail, personal service, etc.). The project also includes pathways and plazas, a dog park, and landscaping. Applicable entitlements and agreements for this project included Architectural Control, Development Agreement, Tentative Map, Use Permit, Heritage Tree Removal Permits, and Below Market Rate (BMR) Housing Agreement.

As part of the 2017 approval, the applicant was required to comply with Chapter 16.96 of City's Municipal Code, ("BMR Ordinance"), and with the BMR Housing Program Guidelines adopted by the City Council to implement the BMR Ordinance ("BMR Guidelines"), as the commercial portion of the project exceeded 10,000 square feet in gross floor area. The residential portion of the project itself did not create any BMR requirement, due to the fact that it would be rental housing, and the City did not have any enforceable BMR requirements for rental residential projects at the time, based on a court case.

The BMR requirement from the commercial portion of the project was equivalent to 9.9 BMR units and the applicant proposed providing 10 BMR units to meet this requirement. On March 2, 2016, the Housing Commission reviewed this initial BMR Housing proposal and recommended approval.

The development was approved at the Bonus level, exceeding the Base level density/intensity standards of the ECR NE-R sub-district of the Specific Plan, as may conditionally be permitted with provision of a negotiated Public Benefit Bonus. Following the Housing Commission's review, the Development Agreement negotiations for the project resulted in a revised BMR proposal of 20 units, with 14 units available to low-income households and six units available to moderate-income households, as part of the public benefits the project proponent provided in exchange for Bonus level development.

Analysis

Project description

The applicant is now requesting the following project modifications, which would increase the gross floor area (GFA) of the project by up to 9,000 square feet and require a Specific Plan amendment to allow additional square footage at the Bonus level:

- Changes to the basement levels, including the addition of tenant amenities for both the residential and office uses, such as a dog washing area for residential tenants, and functional areas, such as mail rooms and trash rooms.
- Minor changes to the second levels of each office building in order to create a passageway at the second level of the double-height entry lobbies.

These modifications would result in a reduction of parking, which increases the GFA as parking areas are exempt from the GFA calculations. The GFA would also be increased by the addition of the proposed passageways in areas that are currently open to the floor below. The applicant has submitted an updated shared parking study to address the reduction in parking.

The applicant is also requesting other project modifications, which would not increase the gross floor area, including modification of the primary residential entry at the intersection of Oak Grove Avenue and Garwood Avenue to improve aesthetics, functionality and accessibility, and use permit approvals related to an emergency back-up diesel generator, the sale of alcohol, and an expansion of outdoor restaurant seating. Select project plan sheets are included as Attachment C.

BMR housing program requirement

The applicant is required to comply with Chapter 16.96 of City's Municipal Code, ("BMR Ordinance"), and with the BMR Housing Program Guidelines adopted by the City Council to implement the BMR Ordinance ("Guidelines"). At this time, the Housing Commission should review the draft compliance proposal and provide a recommendation to the Planning Commission, or the City Council, if applicable.

Commercial development projects 10,000 square feet, and greater, in size are subject to the City's BMR Ordinance. The BMR Guidelines provide various alternatives to meet the intent of the BMR program. A commercial development may be required to provide BMR housing on site (if allowed by the zoning district) or off-site. If it is not feasible to provide below market rate housing units, the applicant shall pay an in-lieu fee.

The original approval of the project in 2017 allowed for square footage ranges for the office and community serving uses. The applicant has estimated that approximately 2,000 square feet of the additional square footage proposed would count as office and another 2,000 square feet would count as community-serving uses. There is no BMR obligation for the additional residential square footage, approximately 5,000 square feet, since this area would be support/amenity space and would not include the addition of any units. Staff is still working through the specifics of the new square footage requested, but according to the applicant's estimated split between the different use types, the residential unit equivalent is 0.15 unit. The applicant is proposing to pay the in-lieu fee, and based on the small residential unit equivalent, staff believes that payment of the in-lieu fee would be the appropriate method for meeting the City's BMR requirement in this instance.

The in-lieu fee would be calculated as set forth in Table 1 below. The in-lieu fees are based on the type of use proposed and the applicant's estimated commercial square footage. Areas for office and research and development (R&D) uses are considered Group A. Group B areas represent uses that are all other commercial and industrial uses not in Group A. The applicable fee for the project would be based upon the per square foot fee in effect at the time of payment and the proposed square footages within Group A and Group B at the time of payment. The applicant would be required to pay the applicable in-lieu fee prior to building permit issuance. As noted above, the square footages and fee amounts may vary based on the final square footages and break down of uses.

Table 1			
	Square Feet	Component Fee	Total
Group A	2,000	\$20.46	\$40,920
Group B	2,000	\$11.10	\$22,200
BMR In-Lieu Fee			\$63,120

Correspondence

Staff has not received any correspondence regarding the draft BMR Housing proposal. Any comments that are received prior to the Housing Commission meeting will be shared with the Commission.

Conclusion

Given that the residential unit equivalent for the project is approximately 0.15 unit, staff recommends that the Housing Commission recommend to the Planning Commission, or City Council, if applicable, approval of the applicant's proposal to allow for the payment of the applicable in-lieu fees prior to building permit issuance for the project. The recommended condition of approval would read as follows:

Prior to issuance of a building permit, the applicant shall pay the commercial linkage fee of approximately \$63,120 in accordance with the BMR Guidelines assuming 2,000 square feet of Group A uses and 2,000 square feet of Group B uses. The BMR fee rate is subject to change annually on July 1 and the final fee will be calculated based on the square footage/use type totals at the time of fee payment.

Impact on City Resources

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

Environmental Review

The proposed project is being evaluated with respect to compliance with the California Environmental Quality Act (CEQA) as part of the Planning Commission and City Council actions. A recommendation on the draft BMR compliance proposal is not an action under CEQA, so environmental review is not required by the Housing Commission.

Public Notice

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

Attachments

- A. Applicant's Draft BMR Compliance Proposal
- B. Location Map
- C. Project Plans (Select Sheets)

Report prepared by:

Corinna Sandmeier, Acting Principal Planner

Report reviewed by:

Mike Noce, Acting Housing Manager

October 28, 2021

VIA E-MAIL

Corinna Sandmeier
Acting Principal Planner
City of Menlo Park
701 Laurel Street
Menlo Park, CA 94025

Steve Atkinson

Counsel
415.805.7971 DIRECT
415.757.5501 FAX
steve.atkinson@arentfox.com

Reference Number
041716.00001

Re: Springline (Former Station 1300) Proposed Project Modifications-Proposal for BMR Requirements

Dear Corinna:

As you know, several months ago the Applicant submitted a proposal for Project Modifications, which includes among other things the addition of approximately 4000 sf of office and CSU space beyond what the City Council approved for this Project in January 2017. The Application also includes some addition of residential support/amenity spaces but does not propose any increase to the 183 residential units included in the original 2017 approval.

As part of the 2017 approval, the Project sponsor entered a development agreement with the City which includes a requirement that the Project provide 20 below market rate units of the types and levels of affordability set forth in that document. Those 20 units were intended to address both the BMR requirements for approved project as well as to provide a portion of the “public benefit” proposed for the approved Project. The proposal below, which is extracted from the overall project description which has been submitted, is intended to specifically address the BMR requirements for the proposed addition of approximately 4,000 sf of office and CSU space. The Applicant has submitted a separate proposal to satisfy any “public benefit” requirements for the proposed Project Modifications, and we are awaiting feedback from the City on that proposal.

Below Market Rate Housing Impact Fees

The City requires that projects resulting in a significant addition of commercial space pay an in lieu fee or provide actual BMR housing units to address a project’s impact on the demand for affordable housing. As noted above, with the proposed addition of gross floor area in the basement area, and the very small increase on level 2 of the office buildings, the Project will have a total of approximately 224,000 square feet of office and CSU uses, as opposed to approximately 220,000 sf of office and CSU space as referenced in the 2017 project approvals, although both the office

and CSU totals are well within the ranges approved in 2017. (We note that a project with 4000 sf of commercial space would not by itself be subject to any BMR fee since it would fall below the 10,000 sf threshold.)

The applicant is proposing to satisfy the City's BMR obligation for this addition of office and CSU space through payment of the in lieu fee. We believe that the fee should be calculated as follows:

The City calculates the BMR fee using a "Group A" fee for office/R&D space and a (significantly lower) Group B fee for CSU-type uses. However, because the Project approvals provided for ranges of allowable office and CSU space for the Project, the determination of exactly what Group fee applies to the approximately 4,000 sf of additional non-residential gross floor area is not completely straightforward in this case. As proposed, since both the office and CSU areas are in the upper end of their allowed ranges, it is reasonable to allocate the additional 4,000 sf of commercial area evenly between office and CSU for the purposes of the in lieu fee calculation (This is especially reasonable given that most of the additional area allocated to office gross floor area in the revised basement plans represents office support and amenity spaces which, as a practical matter, would add little or nothing to the Project's housing demand.)

Therefore, we propose the in lieu fee for the approximately 4,000 of additional office and CSU gross floor area be calculated as follows:

Office area increase (2000 sf) x Group A fee of 20.46= \$40,920

CSU area increase (2000 sf) x Group B fee of 11.10 = \$22,200

Estimated Total BMR in lieu fee = \$63,120

We recognize that the City's BMR provisions express a preference for a project's BMR requirements to be met through the provision of actual physical housing units versus the payment of an in lieu fee. However, in this case the addition of non-residential area is so small (approximately 4,000 sf) and the applicable in lieu fee is so small, that providing even one additional affordable unit would have a financial impact on the Project far in excess of the applicable in lieu fee. (This would be true even if the calculation of the BMR fee erroneously allocated more of the additional 4,000 sf to the Group A office category.) Thus a requirement that the Project provide an additional physical BMR unit would be an unreasonable imposition; this is particularly true because, to reiterate, the proposed addition of gross floor area to the Project's non-residential area represents additional area in the basement that as practical matter would generate little or no additional housing demand.

The Applicant believes that under applicable state law, the applicant in this case has a right to elect to comply with the City's BMR requirements through payment of an in lieu fee; in addition, based

on the facts of this case, any requirement to provide an additional BMR unit would be unreasonable and disproportionate to the amount and character of the additional space.

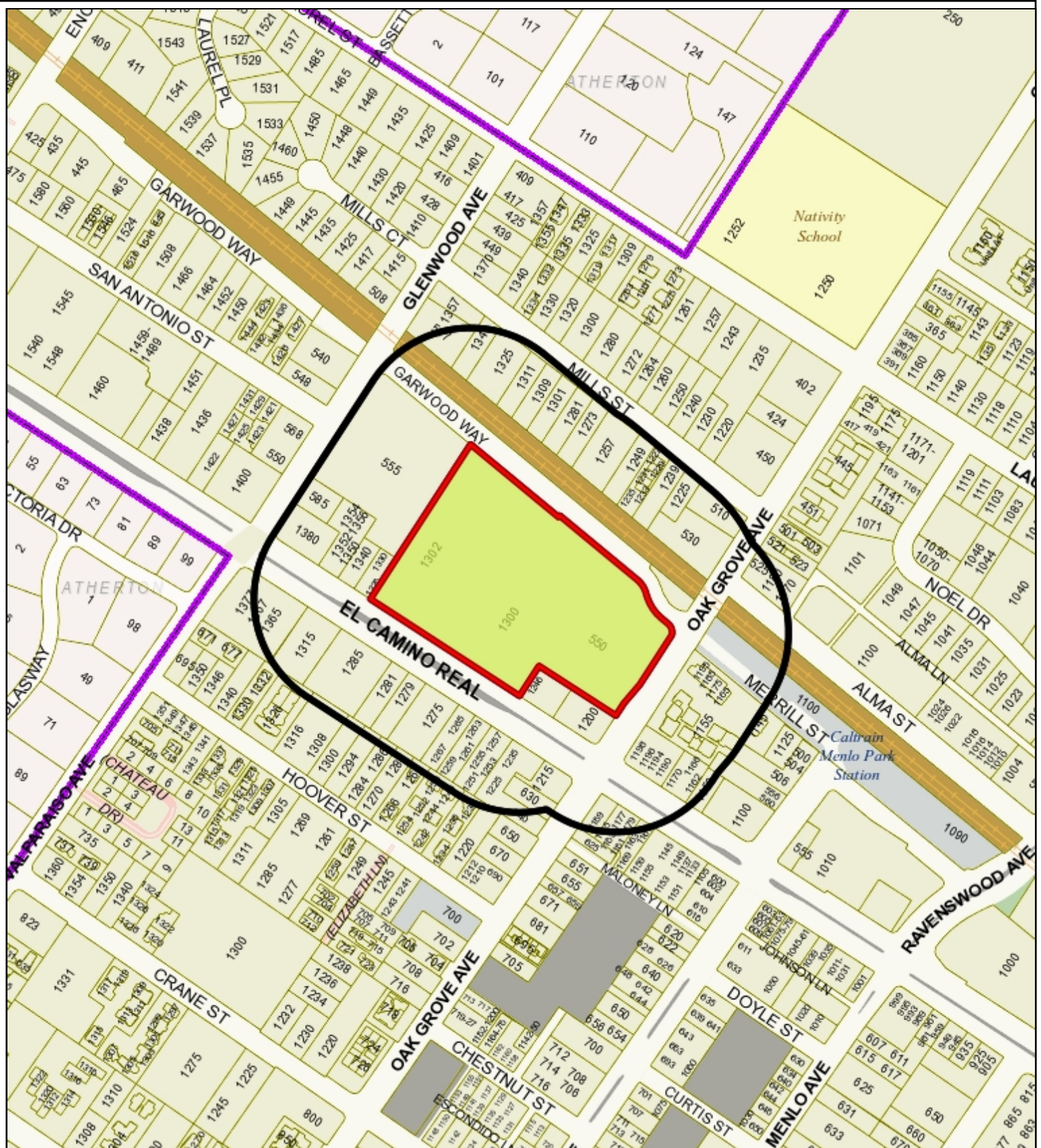
The 183 unit residential building, with 20 on site BMR units, has been substantially constructed, and the Applicant has been working with the City on the steps to make those BMR units available when construction is completed. Approval of the project modifications, which includes a main entry with improved access, is a critical step for the completion of all the residential units.

We look forward to the Housing Commission meeting and will be happy to address any questions the Commissioners may have about the proposed (minor) project changes as well as our BMR compliance proposal.

Best regards,



Steve Atkinson

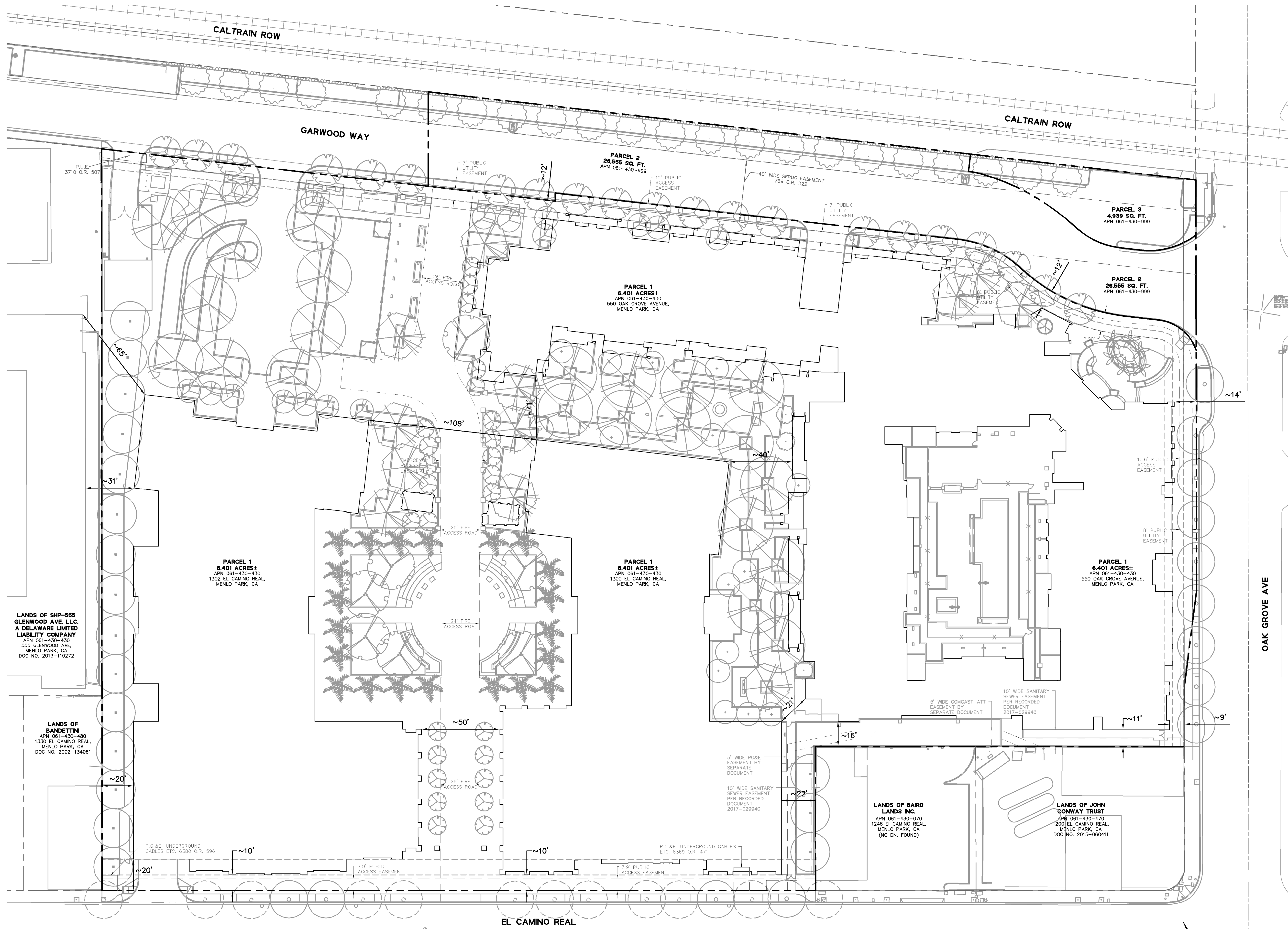


City of Menlo Park
Location Map
1300 EL CAMINO REAL





Area Plan - 1300 El Camino Real



TREE LEGEND - ONSITE

- BUTTERFLY JAPANESE MAPLE
- CORAL BARK JAPANESE MAPLE
- BIG LEAF MAPLE (CA NATIVE)
- SKYMASTER OAK
- LIVE OAK (CA NATIVE)
- DATE PALM (DIAMOND CUT TRUNK)
- FERN PINE
- PEPPERMINT TREE
- CALIFORNIA LILAC (CA NATIVE)
- MAIDENHAIR TREE
- SPECIMEN LIVE OAK (CA NATIVE)
- MEXICAN FAN PALM (SKINNED TRUNK)

TREE LEGEND - OFFSITE

- PEPPERMINT TREE
- LONDON PLANE
- EXISTING TREE

SPRINGLINE AREA PLAN
SCALE: 1" = 30'

